
STORAGE SHED, DETACHED GARAGE OR DETACHED CARPORT

- Submit a completed permit application along with a copy of your plot plan on which you've indicated the proposed location of the shed, garage or carport
- Sheds less than 100 square feet do not require a permit (unless a concrete pad is built to put it on).
- Sheds 100 square feet or more require a permit.
- Please see section on Accessory Structure setbacks.
- Provide a drawing of your garage showing size and spacing of stud members, a list of materials used and a footing detail. Please include electrical drawing if applicable.
- You will be required to call for footing, framing, and electrical inspections (if applicable), and a final inspection.

IMPORTANT NOTE—The City of Roeland Park Zoning Regulations prohibits the construction of more than one detached garage or carport and one accessory building used for storage.

ACCESSORY STRUCTURE SETBACKS:

- Minimum setback requirements apply to all accessory structures.
- Certain Restrictions may apply if you live on a corner lot.
- All detached structures must be at least 10' from residential structure on adjacent property.
- Must be at least 1/3 of its height from any side or rear property line.
- No accessory structure shall be built or placed upon a utility easement.

IMPORTANT NOTE—The City of Roeland Park Zoning Regulations prohibit accessory structures larger than 1200 square feet, or 250 sq ft per 3000 sq ft of lot in all districts zoned residential.

RESIDENTIAL LAWN SPRINKLER SYSTEM—

- Submit a completed permit application along with a copy of your plot plan indicating the approximate location of the sprinkler system—including backflow preventer.
- Submit information on the backflow prevention device.
- You will be required to have the backflow preventer tested after installation and submit a copy of the report. Most licensed plumbers can perform the test.
- You will be required to call for a final inspection when the work is complete.
- No portion of the sprinkler system in the city right-of-way.

FENCE—

- Submit a completed permit application.
- Provide a plot plan of your property on which you've indicated the proposed location of the fence.
- Rear and side yard fences can be up to 8 feet in height. Front yard fences be no more than 30" in height.
- Fences may be placed on property lines, however corner lots and lots backing to certain streets may have additional restrictions.
- All fences shall be constructed with a finished side facing outward from property. Post and support beams shall be on the inside or shall be designed as an integral part of the finished surface.
- For information on replacing an existing fence, contact City Hall.

RESIDENTIAL DRIVEWAY—

- Submit a completed permit application.
- Provide a plot plan of your property on which you've indicated the proposed location of the driveway addition.
- Driveways must be at least 2' from the side property line.
- Certain restrictions may apply if you live on a corner lot.
- You will be required to call for an inspection before placing asphalt or concrete.

IMPORTANT NOTE—Residential driveway additions may be subject to review and approval by the City of Roeland Park.

DECK—

- Submit a completed permit application along with a copy of your plot plan on which you've indicated the proposed location of the deck.
- Submit a drawing of your deck, please include construction details that showing a list of materials, size & spacing of framing members used and a footing detail.
- Setbacks for decks are as follows:
 - *Front Yard 35'
 - Side Yard 5'
 - Rear Yard 15'(*general setback for front yard, there may be some exceptions)
- Certain restrictions may apply if you live on a corner lot.
- You will be required to call for a footing, framing and final inspection.

(Supplemental handout is available on website or at City Hall)

BASEMENT FINISH—

- Submit a completed permit application.
- Provide a drawing of the work to be performed including any electrical/mechanical or plumbing.
- Sleeping rooms must be provided with a secondary means of egress either by a door leading directly to the exterior or an approved window.
- You will be required to call for a rough/framing/mechanical/electrical/plumbing and a final inspection.

(Supplemental handout is available on website or at City Hall)

RESIDENTIAL BUILDING ADDITION OR ATTACHED GARAGE OR CARPORT—

- Submit a completed permit application along with a copy of your plot plan on which you've indicated the proposed location of the addition.
- Provide a drawing of your addition showing construction details that include, size and spacing of stud members, a list of materials used and a footing detail. Please include any electrical, mechanical and/or plumbing drawing as applicable.
- You will be required to call for footing, framing, rough electric/mechanical/plumbing (as applicable), and a final inspection.

IMPORTANT NOTE—Residential building additions are required to meet all minimum setback requirements of the Zoning District in which they are located.

ROOF—

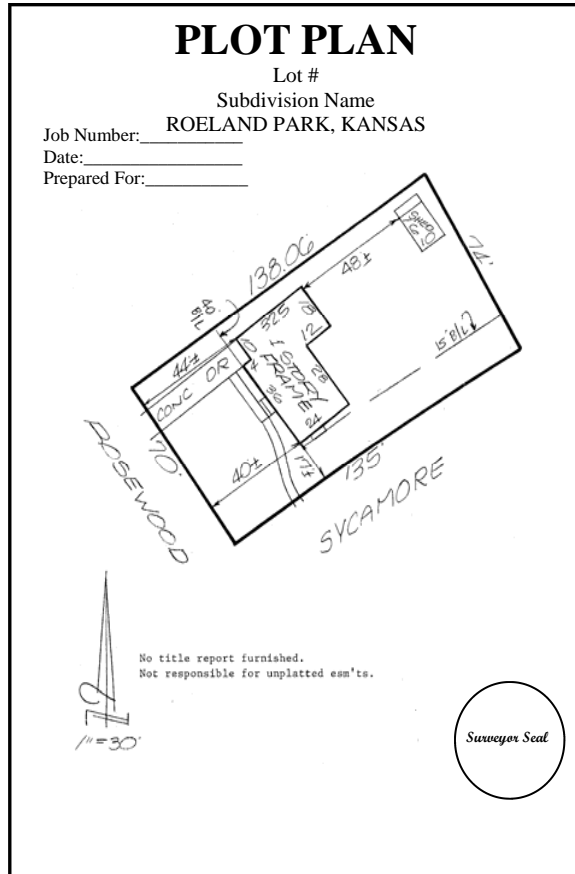
- Submit a completed permit application.
- If there are 2 or more layers of existing roofing material, the roof must be stripped to the decking.
- You can shingle over 1 existing layer if it is #1 wood cut shingles or a single layer of composition shingles, with some exceptions.
- If re-decking is required the use of 7/16" oriented strand board (OSB) or 1/2" exterior grade CDX plywood are the minimum sheathing sizes.
- Roofing felt is required under the shingles. Felt should provide complete coverage to the roof deck. Weight of felt in the application may vary due to the construction of the roof.
- All step flashing/chimney flashing/pipe flashing must be replaced.
- Singles should be fastened according to manufactures specifications (staples are not acceptable.)
- All valleys must be lined using approved materials according to manufacturers specification and the City's current adopted International Code.
- Roofs and attic spaces should be adequately ventilated.
- You are required to call for a **roof deck inspection**, a **felt inspection** and a **finish inspection**.

PERMITS—

Permits are required to be secured by the property owner or duly authorized agent. If a permit is not secured prior to beginning of construction, penalty shall apply. Permits are good for 180 days and final inspection must be completed within the 180 days unless an extension has been granted.

PLOT PLANS—

It is very important that all of the projects listed in this brochure (with the exception of basement finishes) be accompanied by plot plans. They can usually be found with the legal documents for your property and are sometimes referred to as site plans or surveys.



SINGLE FAMILY ZONING DISTRICT SETBACKS—For New Construction

Front yard — 35 feet, May vary by subdivision
Side yard — 5 feet
Rear yard — 15 feet

Certain restrictions may apply if you live on a corner lot.

CURRENT BUILDING CODES—

2003 International Residential Code
2003 International Plumbing Code
2003 International Mechanical Code
2003 International Energy Code
2003 International Fire Code
2002 National Electrical Code

YOUR HOME IMPROVEMENT PROJECT MAY ALSO BE SUBJECT TO ADDITIONAL SUBDIVISION RESTRICTIONS OR COVENANTS.

The following guidelines are provided to assist property owners with the construction of accessory projects within the provisions of **Roeland Park Zoning and Building Codes**.

Please read them carefully and understand that they do not include all of the code requirements, but are summarized for an efficient guideline. Where guidelines are not specific, please contact the City's Building Department.

This guideline represents a commitment of our department to maintain a positive working relationship with our citizens.

This guide does not contain a comprehensive list of our permits. Please contact the Building Inspector to find out if your project requires a permit.

7/26/06

A Guide to Home Improvements



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