



**CITY OF TROY, MISSOURI**

**Accessory Building / Structure Permit Application  
Portable Buildings under 200 SF does not require a permit.**

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Instructions: Please print clearly and complete the entire form or the application will not be processed and the permit will not be issued.

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**Date of Application** \_\_\_\_/\_\_\_\_/\_\_\_\_

**Applicant:**

Contact person: \_\_\_\_\_

Address \_\_\_\_\_ Phone: \_\_\_\_\_

City: \_\_\_\_\_ Fax: \_\_\_\_\_

State: \_\_\_\_\_ Cellular: \_\_\_\_\_

Zip: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Structure Location Address: \_\_\_\_\_

Located with a floodplain: \_\_\_\_\_

Zoning Setbacks: Front setback\_\_\_\_ Rear setback\_\_\_\_ Rt. side setback\_\_\_\_ Lt. side setback\_\_\_\_

Width: \_\_\_\_\_ Depth: \_\_\_\_\_ Total S. F. Area: \_\_\_\_\_ Construction Value: \_\_\_\_\_

General Contractor: \_\_\_\_\_ License Number: \_\_\_\_\_

Construction Start Date: \_\_\_\_\_ Construction End Date: \_\_\_\_\_

Section 405.195. Accessory Buildings, Accessory Structures, Portable Structures and Accessory Uses.

A. Uses Subordinate: All accessory buildings, accessory structures, portable structures and accessory uses shall be subordinate and incidental to a principal building or principal use.

B. Portable Building/Structures and Regulations: One portable building/structure may be placed on a lot, provided that it complies with the provisions set forth Section 405.195. A portable structure may be secured to the ground using only a stake kit to prevent wind uplift. Portable structures may not be utilized for dwelling purposes. Portable structures may not be placed on any easement, including but not limited to utility easements, ingress and egress easements, and public or private right of ways (ROW).

C. Accessory Buildings, Accessory Structures and Accessory Uses: All accessory buildings and accessory structures shall be allowed provided it complies with the provisions set forth in this Section:

1. No accessory building shall be constructed upon a lot until the construction of the main building has been actually commenced, and no accessory building shall be used for dwelling purposes.
2. Any attached building or structure shall be considered a part of the principal or main building and shall conform to all regulations applicable to the principal building on the lot. The exterior material and color of accessory buildings and structures shall be consistent and shall blend in with or coordinate with the color(s) of the principal building(s).
3. All accessory buildings and accessory structures, except residential or commercial garages, must be located in the rear yard of a lot and shall conform to all provisions of this Chapter.
4. Any accessory building or accessory structure shall not occupy more than thirty percent (30%) of a required rear yard and shall not be nearer than six (6) feet to any side or rear lot line, except that when a garage is entered from an alley, it shall not be located closer than ten (10) feet to the alley line. If a garage is located closer than ten (10) feet to the main building, the garage shall be regarded as part of the main building for the purposes of determining side and rear yards.
5. An accessory building or structure in a residential district shall not exceed one-half (½) the ground floor area of the principal building.
6. The height, or above grade elevation, of an accessory building or structure shall not exceed (15) feet in height as measured from the adjacent finished grade.
7. On a corner lot, all accessory buildings (except garages) and structures must be located in the rear yard of a lot on the interior side.
8. Any accessory building or accessory structure shall not be placed on any easement, including but not limited to utility easements, ingress and egress easements, and public or private right of ways (ROW).

D. Permitting: A permit shall not be required for **Portable Buildings** which comply with Section 405.195, or for any work which is listed exempt for permit pursuant to the presently adopted International Residential Code utilized by the City. Any other Accessory Building or Accessory Structure shall require a permit for placement and a fee of \$50.00 for a Miscellaneous Permit Fee shall be charged.

(Bill # 1229, Ordinance # 1212, 04-20-2015)

I hereby certify that I am the owner of record of the named property, or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his / her authorized agent and I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the code official or the code official's authorized representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of the code(s) applicable to such permit.

This Permit is null and void if construction is not begun within the next 180 days. Please call (636) 528-1254 Twenty-Four (24) hours in advance to schedule an Inspection.

Plan review fee: \$ 50.00  
 Permit Fee: \$ 50.00  
 Total: \$100.00

- Submit
1. Application
  2. Plot Plan
  3. Building Plans

Signature of applicant: \_\_\_\_\_

Date: \_\_\_\_\_