



Town of Juno Beach

340 Ocean Drive, Juno Beach, Florida 33408
Phone: (561) 626-1122 Fax: (561) 775-0812

SHED PERMITTING CHECKLIST

In order to perform a uniform and consistent review of shed permit applications, as a minimum, the following documents are required to be submitted:

- 1.) A completed Town of Juno Beach permit application.
- 2.) A completed Owner Builder Affidavit, only for owners wishing to perform work themselves.
- 3.) A recorded and certified Notice of Commencement for all jobs valued at \$2,500.00 or more.
- 4.) Two (2) original Surveys signed and sealed by a Professional Land Surveyor registered in the State of Florida. If the survey is older than (1) year, a Survey Affidavit must be signed and notarized.
- 5.) Indicate the location of the proposed shed on both Surveys. Shed, along with all footings associated with a shed, must maintain at least a 5 foot setback from rear or side property lines in most residential zones, planning and zoning will review survey for proper setbacks at time of permit submittal due to the different zoning designation and during this process it could change the setback requirements to a larger setback measured from property line where or when it is required.
- 6.) All swinging doors **MUST** swing onto your property.
- 7.) Indicate the proposed shed type and height on both Surveys.
- 8.) Attach two (2) sets of the proposed pre-engineered shed details. If the shed is either a CBS or a masonry wall, then two (2) sets of signed and sealed architectural or structural engineered drawings are required. No plans may be submitted larger than 24"x 36".
- 9.) If property is located within a community that has an HOA/POA, a copy of their sign-off must be submitted.