

ACCESSORY STRUCTURE CHECKLIST

Accessory Structure (Garage, Barn, Shed >120 sq. ft., Portable Shelters, Carports, Pool equipment structure) *

- ☐ Obtain copy of a Certified Plot Plan
- ☐ Obtain copy of septic system location and size
- ☐ Use Plot Plan to show location and dimensions of Property lines, existing structures, driveway location, septic and well location, proposed work.
- ☐ Determine which Zoning District your property lies in to determine what the required set back distance from property lines will be for your project. Currently in all Town of Ashby districts, setbacks are:
 - o 75' from the centerline of a road right of way less than 50 feet in width and 100' from the centerline of a road right of way 50' or greater
 - o 25' from the side lot line and rear property line.
 - o A pool must be a minimum of 10' from any other structure.
 - o Accessory structures must be 20 ft from any other structure in certain residential districts.
 - o Sheds must be 10 ft from the principal structure

Note: Sheds under 200 sq. Ft single story do not need to be permitted. However, Conservation and Zoning may regulate.

Shed Size	State Foundation Requirement	Notes
≤ 200 sq. ft.	None specified	Zoning and/or conservation may regulate placement/anchoring.
200–600 sq. ft.	No specific foundation type required statewide	Permit required; inspectors may request details.
≥ 600 sq. ft.	Footings required	Must comply with 780 CMR for foundations.

- Footings or piers meeting frost depth (typically 48" in MA) becomes necessary.
- A structural plan may be required.
- ☐ If a new driveway and entrance from the street... Complete a driveway permit
- ☐ If work on the new structure and associated site excavation... complete an earth/trench permit
- ☐ Complete Structural & floor Plan (Contractor or architect may complete)
- ☐ If attached by any means to a dwelling have Structural Plan reviewed and stamped approved by the Fire Department

ADU: see NEW CONSTRUCTION CHECKLIST

*Note: This checklist is intended to identify the majority of issues to consider in relation to this kind of project. Special circumstances relating to the nature of proposed construction or location of the project may require additional considerations. All septic system upgrades require review by the Conservation Commission for impact on the wetlands.