



City of Winter Park Building and Permitting Services

401 South Park Avenue

Winter Park, Florida 32789-4386

Phone (407)-599-3237

Permits@cityofwinterpark.org

Permit submittal guidelines:

Accessory Structures

Provide the following documentation and/or information.

1. A completed Building Permit Application.
2. A recent survey showing the size and locations of all structures and impervious surfaces.
3. Setback/Coverage Worksheet.
4. Engineered construction drawings, including connector details and method of tie down or DCA product approval and installation guidelines for pre-manufactured structures.
5. A copy of a Notice of Commencement if costs exceed \$2500.00.
6. A Copy of contractor license and proof of Workman's Compensation Insurance when applicable.
7. Owner/Builder Statement of Fact if permit to be issued to the property owner.

Accessory structures in residential zoning districts		
ACCESSORY STRUCTURE SIZE AND TYPE (sq. ft.)	SIDE SETBACK (ft.)	REAR SETBACK (ft.)
150 sq. ft. or less	5	5
151 - 400 sq. ft.	10	10
Greater than 400 sq. ft.	Principal	Principal
Detached garages 620 sq. ft. or less	5	10
Two-story structures	Principal	Principal

*** Basic accessory structure guidelines:**

- a. No accessory structures shall be permitted in the required front yard setback.
- b. Exterior walls shall not exceed 10.5 ft. in height unless meeting setbacks required for the principal building.
- c. Accessory structures less than 10 ft. from an interior side lot line shall have a sloped or flat roof.
- d. Side walls perpendicular to the adjacent lot shall not have gable ends.
- e. A maximum of two (2) storage buildings are permitted on a single lot.
- f. A single accessory structure or a combination of two (2) accessory structures cannot exceed 10% of the lot area.
- g. The maximum height is 16 ft. from existing grade unless it meets the setbacks of the principle dwelling and must not exceed the height of the dwelling.

*** Garages and carports for single-family dwellings on any lot and two-family dwellings on lots over 65 ft. wide:**

- a. Front facing garages must meet one of the following design standards:
 1. The front wall of the garage must be offset at least 3 ft. from the main wall of the home with a maximum of two doors no greater than 9 ft. wide, with the garage door face recessed at least 6 in. from the plane of garage wall. For an existing home undergoing a remodel or enclosing a carport, one garage door may be permitted up to 18 ft. wide with architectural design features such as glazing, hardware and raised panels integrated into the door or other finishes matching the primary structure. The main wall of the home is considered to be a solid wall which separates air-conditioned living space from the outdoors; **OR**
 2. The garage must have a side entry or be located at the rear of the property behind the main dwelling; **OR**
 3. A third front facing garage bay with a maximum door width of 9 ft., shall be recessed back at least 4 ft. from the adjacent front wall of the other garage doors or main wall of the home.
- b. Open carports must be located at least 2 ft. behind or at least 2 ft. in front of the main house wall.
- c. Where the front setback is permitted to be less than 20 ft., the garage opening shall be setback a minimum of 20 ft. after complying with one of the above design standards.
- d. Detached garages located in front of or within 25 ft. behind the front wall of the home must adhere to the same side yard setback as the main dwelling.
- e. When two (2) courtyard garages are located in front of the home an additional 5 ft. setback is required. The driveway width is limited to 16 ft. from the front property line to front wall of the garages. Windows or similar features shall be provided on street side walls and a landscape buffer shall be required for 20% of the width of the side wall and must include one or more understory shade trees. Specific landscape details shall be shown on the construction plans.
- f. **No street-facing garage shall have a garage opening exceeding 10 ft. in height.**

Consult the Winter Park Land Development Code for complete requirements for accessory structures and garages.