



**REQUIRED INFORMATION TO ERECT/CONSTRUCT A DETACHED ACCESSORY  
STRUCTURE**

- 1. Accessory Structures 120 square feet and less are not regulated by 780 CMR Massachusetts State Building Code and do not require a building permit. However the Accessory Structure must meet the required setback distances to property lines per Greenfield's Zoning Ordinance.**

The following information is required for Accessory Structures 120 square feet and less in area.

- A site plan showing location of structures and distance from the Accessory Structure to property lines, if there is an on-site septic system the site plan shall show the distance from the septic system to the Accessory Structure.
- Completed permit application form for zoning purposes only. "Make note at top of application form indicating permit is zoning purposes only, this will remain in effect until a zoning permit application form is established then the zoning permit application form will be used.

\*\* Fee is minimum Accessory Structure fee.

- 2. Accessory Structures larger than 120 square feet but less than 400 square feet are regulated by 780 CMR Massachusetts State Building Code and require a building permit. The Accessory Structure must meet the required setback distances to property lines per Greenfield's Zoning Ordinance.**

The following information is required for Accessory Structures larger than 120 sq ft and less than 400 sq ft. No Foundation system is required; however the structure is required to be anchored to ground to prevent uplift.

- A site plan showing location of structures and distance from the Accessory Structure to property lines, if there is an on-site septic system the site plan shall show the distance from the septic system to the Accessory Structure.
- Size of structure and building materials used to construct structure (Plan can be hand drawn)
  - Floor joists, – Size, Span, & Spacing
  - Wall framing – Size and Spacing
  - Ceiling joists
  - Rafters – Size, Span, & Spacing
- Sketch of the structure should show dimensions of structure, direction of framing and indicate spacing and spans for structural members.
- Completed permit application form.

\*\* Fee is based on Accessory Structure fee schedule

- 3. Accessory structures larger than 400 square feet are regulated by 780 CMR Massachusetts State Building Code and require a building permit and some type of foundation system.**

- Same information for structures larger than 120 sq ft and less than 400 sq ft. plus the following information.
- Information as to the Type of foundation system that will be used. Foundation systems are required to be below frost line which is 4 feet, foundation system can be piers, frost walls or other designed and approved foundation systems.
- Size of structure and materials used to construct (Plan can be hand drawn)
  - Floor joists, – Size, Span, & Spacing
  - Wall framing – Size and Spacing
  - Ceiling joists
  - Rafters – Size, Span, & Spacing

\*\* Fee is based on Accessory Structure fee schedule

Once all the required information is received, the appropriate Departments have signed off on the routing sheet then a permit can be signed and issued.

**TOWN OF GREENFIELD ZONING BYLAW PERTAINING TO ACCESSORY STRUCTURES**

**(1) Accessory structures less than 120 square feet.**

(a) No accessory structure, except a permitted sign or roadside stand, shall be located within a required front yard area and no accessory structure shall be located closer than three (3) feet to any side or rear lot line.

(b) An accessory structure attached to its principal structure or within ten (10) feet of it shall be considered an integral part thereof and as such shall be subject to the front, side and rear yard requirements applicable to the principal structure.

(c) A private garage providing only for the storage of motor vehicles shall be considered a permitted accessory structure provided that no garage for the storage of more than three (3) automobiles shall be erected or used unless authorized by the Board of Appeals in accordance with

~ 200-8.3.

**(2) Accessory structures greater than or equal to 120 square feet. [Subsection 2 added by the Town Council on July 15, 2009]**

(a) No accessory structure shall be located within a required front yard area and no accessory structure shall be located closer than ten (10) feet to any side or rear lot line.

(b) An accessory structure attached to its principal structure or within ten (10) feet of it shall be considered an integral part thereof and as such shall be subject to the front, side and rear yard requirements applicable to the principal structure.

(c) A private garage providing only for the storage of motor vehicles shall be considered a permitted accessory structure provided that no garage for the storage of more than three (3) automobiles shall be erected or used unless authorized by the Board of Appeals in accordance with

**\*\*\*\* INSPECTIONS ARE REQUIRED; Footings, Framing, Final, The owner/contractor is responsible for calling and arranging inspections**

***ALL WORK MUST CONFORM TO ALL STATE AND LOCAL LAWS AND REGULATIONS***