City of Minneapolis
Community Planning & Economic Development
Development Services Division
250 South 4th Street, Room 300
Minneapolis MN 55415-1316
612-673-3000

ADMINISTRATIVE REVIEW OF ACCESSORY STRUCTURES TO INCREASE HEIGHT OR FLOOR AREA APPLICATION

537.50. Maximum height. (a) *In general.* The maximum height for all accessory structures shall be limited to the maximum height requirements for principal structures in the district in which the accessory structure is located, except as otherwise provided in this zoning ordinance.

(b) *Accessory structures located in the residence and OR1 Districts.* A detached accessory structure, accessory to a principal use located in a residence or OR1 district shall not exceed the height of the principal structure or twelve (12) feet, whichever is less. The maximum height may be increased to sixteen (16) feet or the height of the principal structures, whichever is less, where the primary exterior materials of the accessory structure match the primary exterior materials of the principal structure and the roof pitch matches the primary roof pitch of the principal structure, and provided the wall height shall not exceed ten (10) feet from the floor to the top plate.

(c) *Accessory structures located in all other districts.* Structures accessory to a structure originally designed or intended as a single or two-family dwelling or a multiple-family dwelling of three (3) or four (4) units, shall not exceed the height of the principal structure or twelve (12) feet, whichever is less. The maximum height may be increased to sixteen (16) feet or the height of the principal structure, whichever is less, where the primary exterior materials of the accessory structure match the primary exterior materials of the principal structure, and provided the wall height shall not exceed ten (10) feet from the floor to the top plate.

537.60. Maximum floor area. (a) *In general.* The floor area of any accessory structure shall be included in the total allowable floor area permitted on the zoning lot.

(b) *Accessory uses and structures located in the residence and OR1 Districts.*

(1) *Single and two-family dwellings.* The maximum floor area of all detached accessory structures, and any attached accessory use designed or intended to be used for the parking of vehicles, shall not exceed six hundred seventy-six (676) square feet or ten (10) percent of the lot area, whichever is greater, not to exceed one thousand (1,000) square feet. Detached accessory structures greater than six hundred seventy-six (676) square feet in area shall utilize primary exterior materials that match the primary exterior materials of the principal structure and the roof pitch shall match the roof pitch of the principal structure.

525.170. Appeals of decisions of the zoning administrator. All findings and decisions of the zoning administrator, director of inspections, planning director or other official involved in the administration or the enforcement of this zoning ordinance shall be final subject to appeal to the board of adjustment.

Attention: If you need other disability related accommodations, such as a sign language interpreter, accessible meeting site, or materials in alternative format, please contact 612-673-2162 (673-2157 TTY/VOICE) at least five days prior to the meeting. If you want help translating this information, call – **Hmong** – Ceeb toom. Yog koj xav tau kev pab txhais cov xov no rau koj dawb, hu 612-673-2800; **Spanish** – Atención. Si desea recibir asistencia gratuita para traducir esta información, llama 612-673-2700; **Somali** - Ogow. Haddii aad dooneyso in lagaa kaalmeeyo tarjamadda macluumaadkani oo lacag la' aan wac 612-673-3500.

ADMINISTRATIVE REVIEW OF ACCESSORY STRUCTURES TO INCREASE HEIGHT OR FLOOR AREA CHECKLIST

Staff will only accept applications that include all of the items listed below. If any of the items are missing at the time of submittal, staff will not accept the application.[1]

	Completed Application Worksheet.
	Correct fees paid (checks payable to Minneapolis Finance Department).
	One copy of scaled and dimensioned elevations showing the roof pitch of the existing or proposed principal dwelling.
	Two copies (plus one 8 ½ x 11) of a scaled and dimensioned site plan.[2] Must include the following items: ▪ All property lines. ▪ Streets, sidewalks and alleys, include existing and proposed curb cuts. ▪ Adjacent uses (show location and identify). ▪ Building footprints (including all existing accessory structures). ▪ Impervious surfaces (driveways, walkways, decks, etc.) and material construction.
	Two copies (plus one 8 ½ x 11) of scaled and dimensioned accessory structure elevations.[2] Must include the following items: ▪ Roof pitch. ▪ Grade level. ▪ Eave overhangs.
	Photos of property(s) and **all** sides of the existing structures.

FEES

Application type	Fee (dollars)
Administrative reviews to increase height or floor area of accessory structures	260

[1] City staff will review the initial application submission and will notify the applicant of what, if any, additional information must be submitted for staff to evaluate the application for approval or denial. Please be aware that supplemental information may also be requested during the evaluation and hearing process.

[2] If the application is approved, two copies will be returned to the applicant with a zoning certificate of approval. These copies should be submitted to the Building Plan Review office when applying for building permits.

APPLICATION WORKSHEET

Property Owner/Applicant	Name		
	Mailing Address Including City, State and Zip Code		
	Phone Number		
	Fax		
	Email		
Applicant's Representative (This person will be the primary contact for staff, and is the authorized agent in place of the property owner)	Name		
	Mailing Address Including City, State and Zip Code		
	Phone Number		
	Fax		
	Email		
Property Information	Address(es)		
	Identification Number		
	Legal Description		
	Lot Area		
Building Data (Fill in existing & proposed even when no change is proposed**)**	Roof pitch of principal dwelling	Existing: /12	Proposed: /12
	Roof pitch of accessory structure		Proposed: /12
	Primary exterior materials of principal dwelling	Existing:	Proposed
	Primary exterior materials of accessory structure		Proposed:

ACCURACY DECLARATION

My signature attests to the fact that the attached application is complete and accurate to the best of my knowledge. I understand that the staff review of this application is dependent upon the accuracy of the information provided and that any inaccurate or inadequate information provided may delay review of my application or may result in denial of my request.

Property owner's signature (if different from applicant): _____

Applicant's name (please print): _____

Applicant's signature: _____