



# Do I need a permit for a shed?

**YES!**

In order to ensure compliance of the Land Development Code, and to guarantee proper and safe installation, all sheds must be permitted by the City of Panama City Beach



## What do I need for a permit?

Whether prefab or site-built, regardless of size, **ALL SHEDS** require the following:

- A permit application
- A survey or site plan
- Flood requirements if in a flood zone
- A notice of commencement if total cost + labor is over \$2,500

Site-built sheds also require:

- Anchoring details
- Design drawings
- Florida product approvals
- A licensed contractor or property owner exemption

Prefab sheds **over 400 sf** also require:

- State approved plans
- Anchoring details
- A licensed contractor or property owner exemption

Prefab sheds **250-400 sf** also require:

- State approved plans
- Anchoring details

Prefab sheds **under 250 sf** also require:

- Anchoring details and design drawings which should be included in the manufacturer's instructions for installation.

**All sheds require a permit PRIOR to installation or construction.**

**ALL sheds require a final inspection.**

For more information, email [BuildingDepartment@pcbfl.gov](mailto:BuildingDepartment@pcbfl.gov) or go to [www.pcbfl.gov](http://www.pcbfl.gov) and click on "How Do I?"



City of  
**Panama City Beach**

**PCB City Hall**  
17007 PCB Parkway  
PCB, FL. 32413  
P: (850) 233-5100  
F: (850) 233-5108  
[www.pcbfl.gov](http://www.pcbfl.gov)

## **PERMIT REQUIREMENTS FOR RESIDENTIAL STORAGE SHEDS**

### **Permit Required**

All accessory structures, specifically sheds, installed or constructed in the City of Panama City Beach require a permit. This includes prefabricated, manufactured, and conventional site-built sheds, regardless of size. Permits for sheds will only be issued for properties where an existing principal structure is present, not for vacant lots or parcels. Any electrical, mechanical, or plumbing installed in an accessory structure requires additional permits, regardless of the structure's size. Inspections must be passed for any permit before the work is considered completed by the City of Panama City Beach.

### **Accessory Structure Definition per PCB Land Development Code (LDC)**

**LDC Section 1.07.02** Accessory Structure means a structure located on the same parcel of property as the Principal Structure, the use of which is incidental to the use of the Principal Structure and subject to the provisions of section 5.02.00. Accessory structures include detached garages, carports, storage sheds, screened enclosures, pole barns, and hay sheds.

**LDC Section 5.02.07** Sheds, Storage Buildings, Detached Garages, and Greenhouses shall not be used for storage of hazardous materials, incendiary or toxic materials, not be located within any easement, located in a rear yard only, not exceed seventeen and one-half feet in height (measured to the peak of the roof), not exceed thirty (30) percent of the area within the rear yard and be separated from any other building on the same lot by a minimum of five (5) feet.

### **Required Setbacks**

Storage/utility sheds are prohibited from being placed in the front or side yard area but may be permitted in the rear yard areas. All shed placements must meet required setbacks. Please refer to the Panama City Beach Planning and Zoning Department at ([planningdivision@pcbfl.gov](mailto:planningdivision@pcbfl.gov)) for minimum setback requirements.

### **Survey or Site Plan**

A boundary survey or site plan is required to be submitted for permitting. The survey or site plan must be drawn to scale and include all boundaries and dimensions of the property and any existing structures or other improvements currently located on the property. It shall include the shed's proposed location and identify the shed's size and the distances from all property lines and existing structures. Storage/utility sheds are not allowed on easements or septic systems. The permit holder is responsible for correct placement and adherence to all zoning and land use regulations, such as drainage easements, underground tanks, and utility clearances.

### **Prefabricated Sheds**

Permits for prefabricated sheds approved by the State of Florida through the Manufactured (Modular) Building Program will be issued for compliance with required setbacks, separation, anchoring, and wind-load requirements. Prefabricated sheds must comply with the current Florida Building Code. The shed manufacturer or distributor should be able to provide a complete set of the State approved plans for permitting. If the applicant is installing/assembling a prefabricated shed, the applicant should verify that the shed to be purchased is pre-approved by the state and meets wind-load requirements for the property.

Note: Small portable "snap-together" or "screw-together" storage unit kits available from home improvement centers, such as plastic deck boxes or other non-walk-in type storage units, are exempt from building permits but must conform to the applicable LDC setback requirements.

## Site-Built Sheds

Site-built sheds require the same review, permitting, and inspections as other site-built structures regulated by the Florida Building Code (FBC). One complete set of construction plans must be provided for the construction of the site-built shed, including details and specifications for the foundation, walls, roof systems, and anchoring details. Drawings not prepared by a Florida-registered architect or engineer must demonstrate conformance to the approved prescriptive method of construction (i.e., 2018 Wood Frame Construction Manual, ICC-600, etc.). The structure is required to be designed to meet FBC requirements for wind speed design and flood control regulations, as applicable. Florida product approval numbers are also required for all structural connectors, roofing materials, soffits, windows, doors, etc.

## Contractor License Exemptions (§ 489.103 F.S.)

No license is required for the sale, delivery, assembly, or tie-down of prefabricated portable sheds that are not more than 250 square feet in interior size and are not intended for use as a residence or as living quarters.

No license is required for the sale, delivery, assembly, or tie-down of lawn storage buildings and storage buildings not exceeding 400 square feet and bearing the insignia of approval from the State showing compliance with the Florida Building Code.

Florida State law requires assembly, construction, or tie down of prefabricated sheds exceeding 400 sq ft in size, and all site-built sheds, regardless of size, to be completed by licensed contractors. Property owners may apply for a permit under an exemption to that law. The exemption allows the property owner to act as a contractor even though the owner does not have a state license. The owner must perform or supervise the construction. Our City Code of Ordinances requires that homeowners, as permit recipients, demonstrate basic knowledge of the work to be performed by successfully completing a written examination. The permitted accessory structure must be for the owner's own use, and the property must be owned by the individual exempted from licensing. LLCs, Trusts, and Corporations are not accepted as an owner-builder contractor. The property may not be built or substantially improved for sale or lease within one year after the construction is complete. An Owner Builder Affidavit is required to be submitted with the permit application with proof of property ownership.

## Flood Requirements

Sheds outside the Floodplain do not have any flood requirements.

Accessory structures within a Special Flood Hazard Area (SFHA) that are not elevated must:

- Not be habitable.
- Be anchored to resist floating.
- Have flood openings.
- Be used only for parking or storage (not pollutants or hazardous materials)
- Be built of flood damage-resistant materials.
- Have elevated utilities if applicable.
- Not be modified for different use in the future.

The applicant must provide no less than one sq. inch of opening for each sq. ft. of shed floor area. These flood openings must be divided into a minimum of two openings on different walls. The bottom of openings must be no higher than one ft. above the finish floor. An inspection of flood openings will be required prior to the Final Building inspection.

In lieu of flood-resistant construction, the shed must meet the minimum required floor elevation at or above the Base Flood Elevation (BFE). The proposed elevation must be shown on the plans. It is advised that a pre-construction Elevation Certificate be provided with the permit submittal. A Final Construction Elevation Certificate is required before the Final Building inspection.

## Protection of Openings (Windows & Doors)

Accessory structures not designed for human habitation and with a floor area of greater than 720 square feet are required to comply with the FBC's mandatory wind-borne debris impact standards. Impact-rated doors and windows or coverings may be required. Florida Product approval numbers are required for materials for all site-built sheds.

Permit Requirements	Prefabricated < 250 sq ft	Prefabricated >250 sq ft <400 sq ft	Prefabricated > 400 sq ft	Site-Built
Permit application	✓	✓	✓	✓
Survey or site plan	✓	✓	✓	✓
State approved plans		✓	✓	
Anchoring details	*	✓	✓	✓
Design drawings	*			✓
Florida product approvals				✓
Flood requirements if in a flood zone (SFHA)	✓	✓	✓	✓
Contractor license/owner exemption			✓	✓
Notice of Commencement <i>(If job cost &amp; labor is greater than \$2,500)</i>	✓	✓	✓	✓

*\*Provide manufacturer's instructions for installation*

Inspections Required*	Prefabricated	Site-Built
Monolithic slab or foundation		✓
Nailing / Sheathing		✓
Framing		✓
Building final	✓	✓

*\* Inspections must be passed for any permit before the work is considered completed. Additional inspections may be required depending on specific circumstances and construction design.*

For questions, contact the Building and Planning Department at [buildingdepartment@pcbfl.gov](mailto:buildingdepartment@pcbfl.gov) or 850-233-5100 extension 2601.