

Town of Machias

Building Code Enforcement

Pole Barns, Sheds, Garages

Building Permit Checklist

- Site plan / Survey showing road, property lines, parking, driveway, setbacks, other buildings in relation to proposed structure with relevant dimensions shown. You will not be permitted to build in the town ROW.
- Sketch (plan view & elevation view) of barn or shed showing length and width dimensions, location of doors and windows, overhang / porch features. Provide wall height dimensions. Also note if you intend to have a finished floor and power.
- Copy of stamped truss drawings if trusses are being used. Bill of materials if other than standard pole barn design.
- Copy of all contractor's workers compensation and liability insurance policy. Please note that Amish are not exempt. If you intend to do the work yourself, you will need to provide a CE-200 waiver certificate (not a copy of the application) available from the NYS Worker's Compensation Board website.
- **Note:** it is the property owner's responsibility to check with the NYS DEC to determine if property is subject to Jurisdictional Wetland Laws.