

# CABANAS

City of Brookfield, Wisconsin  
Inspection Services Department  
2000 North Calhoun Road, Brookfield, WI 53005

Phone (262) 796-6646 M-F (7:00 a.m. - 5:00 p.m.)  
FAX (262) 796-6702

## HERE IS A LIST OF THE MOST OFTEN ASKED QUESTIONS AND ANSWERS REGARDING CABANAS

**Q. What is a cabana?**

A. Cabana means a building used for storage of swimming pool equipment or accessories and/or as a changing area for swimming purposes.

**Q: Do I need a building permit?**

A. Yes.

**Q. How much will it cost?**

A. The permit fee is \$61.00 with a plan review fee of \$65.00 due at application.

**Q. How do I get a permit?**

A cabana permit may require Plan Commission (or its designee) approval for appearance, materials and location if there are other structures already in the yard. Please ask about the time frame for review process when you submit your application.

A. Please submit:

1. 5 copies of a current **SURVEY** showing the cabana drawn to scale and indicating the distance from the cabana to the lot line and any other structures; and
2. 2 sets of **PLANS** showing elevations of the cabana and a side or "cutaway" or "section" view showing the proposed method of construction.
3. A completed permit application.

**Q. Does it have to be built on a concrete slab?**

A. Yes, it must be constructed on a permanent base, consisting of at least 6" sand or gravel and 3" surface concrete anchored to the base.

**Q. Where can I locate the cabana on my property?**

- A. You must maintain at least 10'0" from any part of the house/garage, deck or any other structure located on the lot. Also, the cabana may not be located in the offset or setback areas (generally 20' from side and rear lot lines and 50' from front lot line.) Please call us at **(262)796-6646**, and we will check if the standard offsets/setbacks apply to your lot.

**NOTE:** The property owner is responsible for correct placement of structures upon a parcel of land to comply with the building and zoning law.

The edge of the City street pavement or back of curb is usually **NOT** located on a property line.

**Q. How large can I build my cabana?**

- A. A cabana shall not exceed 200 square feet in size or 12' in height. The area surrounding a cabana must be kept free of debris and equipment.

**Q. Are there construction standards for cabanas?**

- A. Yes. Cabanas must be built to the general established standards of the Uniform Dwelling Code.

**Q. What inspections are required for a cabana?**

- A. A final inspection is the only required inspection as the wall and roof framing is exposed to view on the inside.

Good luck with your project! Remember we are here to serve and protect you, our residents.

Our hours are Monday through Friday 7:00 a.m. - 5:00 p.m. Inspectors are in from 7:00-8:00 a.m. and 2:30-3:30 p.m. Our telephone number is (262)796-6646. Please call if we may be of further assistance.

**PLEASE CALL DIGGER'S HOTLINE AT LEAST 3 DAYS PRIOR TO STARTING YOUR PROJECT. (800) 242-8511 OR (800) 542-2289**