

**CARROLL COUNTY HEALTH DEPARTMENT  
BUREAU OF ENVIRONMENTAL HEALTH  
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**TO:** Environmental Health Staff  
**FROM:** Barry Fortune *[Signature]*  
**DATE:** October 2, 2009  
**RE:** Portable sheds

Effective immediately, the Health Department has instituted the following policy regarding portable sheds:

A portable shed is defined as one that is manufactured off site and then transported to the site, intact and is capable of being relocated on the property without disassembly. Portable sheds may be installed within a sewage disposal area when the following conditions are met:

1. The installation of a portable shed may not negatively impact the sewage disposal area by adversely affecting drainage or topography that would interfere with the proper functioning or installation of existing or future on-site sewage systems.
2. A maximum of twelve inches of soil may be cut from or filled into the area of shed placement. No permanent foundation or pad is allowed.
3. Portable sheds still require a building permit from Carroll County Permits and Inspections.
4. A portable shed may not be installed directly over any component of the existing septic system and the following minimum setbacks must be maintained:
  - a. A portable shed must be at least ten feet from a septic tank or pump chamber.
  - b. A portable shed must be at least twenty feet from a sewage disposal trench.
  - c. A portable shed may not be installed in a sewage disposal area which has been approved for a sandmound installation,
5. The property owner must submit a letter stating that they understand that they may not excavate or fill in more than twelve inches in the sewage disposal area and agree to move the shed if it is necessary to install a replacement on-site septic system.