



WHAT YOU NEED WITH YOU

- ▶ Quick Permit Application.
- ▶ Permit fee. Please refer to the building [permit fee chart](#).
- ▶ Plat of survey or site plan showing the locations, dimensions, and set backs of all existing and proposed improvements.

WHAT YOU SHOULD KNOW

- ▶ A Deck is a structure that is open to the sky and is less than 4 feet from grade.
- ▶ A Balcony is any portion of a deck that exceeds four feet or more above the grade. All balcony permit applications require plans sealed by a licensed architect or structural engineer for review/ approval.
- ▶ All projects are subject to zoning approval. You will need to submit a plat of survey showing the locations, dimensions, and set backs of all existing and proposed improvements.
- ▶ If you live in a historical district, you will need to compete a Certificate of Appropriateness (COA).
- ▶ Before you dig to install your fence, contact JULIE at 1-800-892-0123 to locate utility lines.
- ▶ No work can begin prior to a permit being issued.

REQUIREMENTS

1. **Covenants and Restrictions:**

- a) Many subdivisions have private covenants and restrictions which supersede City zoning requirements. The City does not enforce covenants and restrictions. It is recommended that property owners check with the homeowner's association prior to commencing any work.

2. **Setbacks:** The following restrictions apply to front yards.

- a) Deck: setback from property lines varies by subdivision. This will be determined during the permit process.
- b) Balcony: Must be constructed within all building setbacks (side, rear and street).

3. **Supports:**

- a) Wood piers must be a least 42 inches below finish grade. Concrete must be used to secure the posts. Spacing for piers is to be determined by load area and member sizes.
- b) Concrete piers must be at least 8 inches in diameter and at least 42 inches below finish grade. Wood posts must be mechanically fastened with approved connectors to the top of the concrete piers to prevent vertical and horizontal displacement.
- c) Decks not attached to the building do not require piers 42 inches below finish grade.
- d) Support beams must comply with National Forest Products Association specifications for span.
- e) Deck design floor load= 50 pounds per square foot (total load).



REQUIREMENTS

4. **Decking:** 1 or 2 inch nominal thickness is required depending on the floor joists spacing. 1 inch decking is required on joists spacing up to 16 inches on center. 2 inch decking is required on joist spacing up to 24 inches on center.
5. **Stairs:** The maximum riser height is 7 3/4 inches. The minimum tread width is 10 inches. A landing is required at the base of the stairs. The landing dimensions must be equal to the stair width or 3 feet, whichever is greater. Landing must extend 3 feet beyond end of stairs.
6. **Guardrails:** Guardrails are required if the deck is 30 inches or more above the finish grade. The minimum height of guardrails is 36 inches. Baluster spacing must be placed so that a 4 inch sphere cannot pass through at any point.
7. **Handrails:** Handrails are required if the stairs have 4 or more risers. The minimum height of handrails is 34 inches; the maximum height is 38 inches. Baluster spacing must be placed so that a 4 inch sphere cannot pass through at any point.
8. **Materials:** All wood material used for outside construction should be of an approved pressure treated lumber or construction grade lumber. Cedar or redwood decks require stamped architect or structural engineer plans.
9. **Utility Meters:** Clear access of at 18 inches must be maintained to utility meters. If it is necessary to relocate a meter or change a service entrance cable, contact the utility company. Decks should not be installed over electrical service cables.
10. **Inspection Requirements:** A total of 3 inspections are required at different times during the project.
 - a) A pier inspection for post holes is required prior to pouring concrete.
 - b) A rough framing inspection is required prior to installing decking.
 - c) A final inspection is required upon completion of the work.

SPAN CHART

Joist Size	2 x 6	2 x 8	2 x 10
Joist Spacing on Center	12" 16"	12" 16"	12" 16"
Maximum Span	9'9" 8'10"	12'10" 11'8"	16'5" 14'11"

HEADER SIZED

Header Sized	(2) 2 x 4	(2) 2 x 6	(2) 2 x 8	(2) 2 x 10
Joist Spacing on Center	4' - 0"	6' - 0"	8' - 0"	10' - 0"