

WOOD DECKS

EXCESS FILL OR SPOIL FROM EXCAVATING DECK MUST BE REMOVED FROM PROPERTY. IF USED MUST ACCOMPANY FILL PERMIT.

DEPTH OF SUPPORT POSTS AND SPACING

The holes for support posts for a wood deck shall be dug no less than forty-two inches (42") below grade and four inch by four inch (4" x 4") posts may not be spaced more than six feet (6') apart. The pier diameter shall be a minimum of ten inches (10") of concrete. If a post is placed in a pier, twelve inch (12") diameter concrete pier is required. Lumber spans for decks shall be a minimum of forty-pound (40 lb.) live loads. For above grade decks 30" and above lumber spans shall be a minimum of 40 pound live load.

GUARD RAILS

A guard rail not less than thirty-six (36) inches high shall be required for any deck over thirty (30) inches above finished grade. In addition, the baluster spacing must not allow a four inch diameter object to pass.

STAIRS

Stairs shall be required for any wood decks over eight inches (8") in height and eight inches (8") above finished grade. The maximum rise shall be 7 3/4 inches and the minimum tread depth shall be 10 inches. 1.5" clearance between wall and handrail. Open risers are permitted, provided that the openings between treads does not permit the passage of a 4" diameter sphere.

HAND RAILS

Hand rails shall be required for any set of stairs thirty (30) inches or more above finished grade. 34" minimum height, 38" maximum height.

LOCATION

No part of an accessory structure shall be located closer than five (5) feet to the rear lot line or the side lot lines abutting such required rear yard except in the SR-4 Zoning District where an accessory structure may be located within three (3) feet of a lot line. No structure (deck) is permitted to encroach into any easement. Note: Decks cannot cover electric services, gas meters, escape windows or vents.

BUILDING PERMIT REQUIRED

No building or structure shall be erected, constructed, built, replaced, enlarged, repaired, altered, or moved, nor shall any repair or maintenance work be done which affects the structural, fire protection, or health protection qualities of a building without having first obtained a building permit.

DECKS

Decks that have a roof or sun shield over the deck are required to have a continuous trench footing or footing under the deck. The plans shall be signed and sealed by a licensed architect.

Building permits expire one year from the date of the permit. However, if work has not started within six months of the date of the permit, the building permit is void.

VEGETATION

All vegetation shall be removed under deck, vegetation barrier and stone in place.

BUILDING PERMIT APPLICATION

To apply for the building permit, the following items shall be submitted to the Building Department.

1. Completed permit application
2. Plat of survey showing proposed location of deck/above grade/grade level
3. Construction drawings showing the following:
 - a. size, length, and spacing of all floor joists
 - b. size, length, and spacing of any beams and their support (posts)
 - c. how deck and framing members are to be supported at the house
 - d. size and location of post holes
 - e. size of decking material (what you will be walking on)
 - f. Guard rail design
 - g. Stairs and hand rail design
 - h. Complete deck construction – checklist attached
 - i. Post hole spacing. Post holes will not be more than 6’ apart in any direction from the ledger of the house
4. Tax index number and a copy of the signed contract
5. Contractor listed will need to be licensed and insured with the Village.

BUILDING PERMIT FEE

The building permit fee for a wood deck shall be based on the estimated cost of the project; refer to B.B.C. 9-3-5.

INSPECTIONS REQUIRED

The Building Inspector shall inspect all buildings and structures that are being erected, constructed, built, enlarged, repaired, altered, replaced, or moved. Inspections shall be requested by telephone or in writing to the Building Department at least twenty-four (24) hours in advance. There are two inspections. The first is a post hole inspection before the concrete is poured. The second would be the final deck inspection.

CONTRACTOR LICENSE REQUIRED

It shall be unlawful to engage in business in the Village of Bartlett as a building contractor without first having obtained a building contractor license.

A homeowner is not required to be licensed as a subcontractor or general contractor to construct, demolish, rehabilitate, alter, or repair his or her own home.

LICENSED CONTRACTOR

All names of licensed subcontractors and general contractors are on file, listed alphabetically, in the Building Department and the Village Clerk's Office.

1. No decks are permitted in any required front, corner side, or side yard.
2. Decks 18 inches or less in height above the average ground elevation, measured immediately adjacent to the deck, are permitted within the required rear yard but in no instance shall any deck be within 5 feet of any lot line.
3. Decks more than 18 inches in height above the average ground elevation, measured immediately adjacent to the deck, are permitted to extend 10 feet into the required rear yard.
4. Decks with roofs must meet all required yard setbacks. (A deck with a roof is considered a building addition and shall comply with all applicable building and zoning codes.)
5. All solid overhead coverings or structures shall be considered roofs.
6. No decks are permitted on or over any easement.
7. Patios are permitted within all required yards (e.g. up to the property line).
8. Detached gazebos and decks are permitted in the required rear yard, but in no instance shall they be nearer to any lot line than the distance equal to the required side yard in the zoning district in which such use is located.
9. The height of all decks shall be measured from the immediately adjacent ground level to the floor of the deck.
10. Wooden structures which are attached to a house shall be considered decks if they have poles for support and access to the ground. Structures without poles or ground access shall be considered balconies.

Deck Construction Checklist

Address: _____

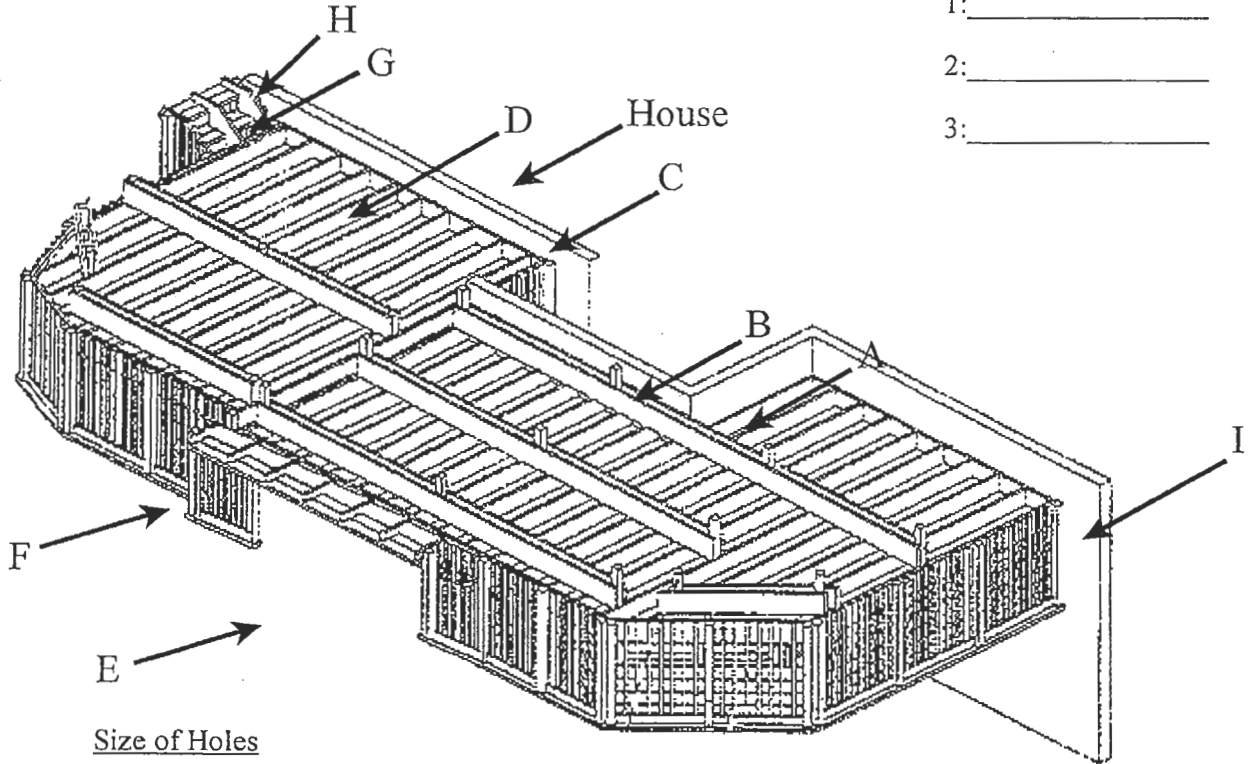
Bottom view of deck
(Deck is upside down)

Size of Deck Sections

1: _____

2: _____

3: _____



Size of Holes
(Minimum)

Dia. 10" x 42" _____

Dia. 12" x 42" _____

A - Post Size _____

Post Spacing _____ (6' Max)

B - Beam Size _____

Beams must be bolted to posts using 3/8" nuts & bolts.

C - Ledger Size _____

Ledgers must be lagged to house using 3/8" lags.

Is deck 18" or more above grade? _____

D - Joist Size _____

E - Railing Height _____

F - Railing Baluster Spacing
(less than 4") _____

G - Stair Rise (7 3/4" max) _____

H - Stair Treads (10" nose to nose) _____

I - Deck Material _____

Note

1. If deck is 30" above grade or more the deck must have stairs _____, railing _____, and baluster _____.
2. Do not cover holes before inspection.
3. Holes must be dry.
4. All decks must be drawn to scale on Plat of Survey.
5. Provide lumber species and grade number of lumber.
6. Submit all span charts for beams, ledger, posts, and joist sizes.
7. Submit CAD drawings from supplier (must show all dimensions).

COMPLETED FORM REQUIRED WITH APPLICATION