

DECK PERMIT REQUIREMENTS

The following information must be submitted to the Building Department before a building permit can be processed and approved. A more detailed description of items 1-4 is listed below.

- 1. Building Permit Application form.**
- 2. Survey or Site Plan [two copies].**
- 3. Building Plans [two copies].**
- 4. Miscellaneous as required.**

After a preliminary review additional information may be required. Allow **5 – 10** working days for processing.

1. Building Permit Application: Complete and sign a building permit application form. Forms are available at the Building Department.

2. Survey or Site Plan: Provide an updated plan of the property showing all property lines, existing buildings [with dimensions] and project address. Diagram the proposed building location, dimensions and proposed setbacks from property lines, existing buildings and all topographical features. a registered survey may be required.

3. Building Plans [two sets]:

A. **Section drawing** [side, cutaway drawing] showing the footing width and thickness, post size, joist size, beam size, decking, height above grade, guardrail, cantilevers [overhang], anchoring, flashing, connectors and hanger types, include grade and species of lumber.

B. **Floor Plans** of the deck showing the length and width of the deck, beam location, post spacing, joist spacing, stair location and type of lumber [pressure treated, redwood, cedar etc.].

4. Miscellaneous:

Permit Fees: Building and Zoning fees will be determined after the application and required plans have been approved. Fees must be paid in full before a permit can be issued or work can begin.

General Information

Required Inspections:

1. Footing inspection [before concrete is poured].
2. Framing/Final

For all inspections call _____ hours in advance.

Footings/Posts: Footings must be a minimum _____ below final grade. The base of the footing must be wide enough to transfer the weight of the deck to the soil [determine minimum footings]. Posts must be pressure treated, redwood, cedar, concrete or other approved material.

Framing: The joists and beams must be sized to support a 40# per sq. ft. live load

Guard: Residential decks 30" or more above adjacent grade must be protected by a guard with a minimum height of 36". Open guardrails shall have intermediate rails or ornamental pattern such that a 4" [four inch] sphere cannot pass through.

Stairs/Residential: The minimum width of a stairway is 36" inches in width. The maximum rise on stairs is 7 3/4". The minimum run of the treads is 10". A handrail is required on all stairs with four or more risers. Open risers are permitted, provided that the opening between treads does not permit the passage of a 4-inch-diameter sphere.

Handrails: A handrail is required on one side of a stairs with four or more risers. The handrail must be 34" to 38" high, be continuous and uninterrupted the full length of the stairs. All required handrails shall be one of the following types. (**TYPE 1**) handrail with a circular cross section shall have an outside diameter not be less than 1 1/4 inches or more than 2 inches. If the handrail is not circular it shall have a perimeter dimension of at least 4 inches and not greater than 6 1/4 inches with a maximum cross sectional dimension of 2 1/4 inches.

(**TYPE 2**) Handrails with a perimeter of greater than 6 1/4 inches shall provide a graspable finger recess area on both sides of the profiles. The finger recess shall begin within a distance of 3/4 inch measured vertically from the tallest portion of the profile and the achieved depth of at least 5/16 inch within 7/8 inch below the widest portion of the profile. This required depth shall continue for at least 3/8 to a level that is not less than 1 3/4 inches below the tallest portion of the profile. The maximum width of the handrail above the recess shall be 1 1/4 to a maximum of 2 3/4 inches. Edges shall have a maximum radius of 0.01 inch.

Special Design Note: Some designs may not be appropriate if a future porch, addition or hot tub is intended to be installed on the deck. Footings, beams and joists should be sized for all future loads.

Excavations: Before excavating call Gopher State One 48 hours in advance at 651-454-0002 or Greater Minnesota; 1-800-252-1166 to verify the location of underground utilities, etc..

If you have any questions, please contact Community Development, Monday through Friday, 8 a.m. to 5:00 p.m. at:

**City of Ortonville
315 Madison Avenue
Ortonville, MN 56278**