

For permit questions and inspections call: 507.388.4224

## Deck Guide & Plan Submittal Requirements

**Permit Scope:** Construction of a new residential deck or alterations and improvements to a residential deck including the installation of new composite decking or guard systems.

**Project Name:**

**Project Address:**

**Instructions:** This form should be reviewed and the **second page completed** for all permit types listed in the **Permit Scope**. It has been provided for an efficient plan review and permit issuance process. If details are omitted or submitted plans are incomplete, the review process may be postponed, and permit issuance delayed until all required information is received. Additional information may be requested as determined by the Building Official on a case-by-case basis.

**Submitting Form:** Please complete this form in its entirety and submit with the permit application through one of the following methods:

- (a) In-person by compiling with the with the Building Permit Application to City Hall
- (b) Electronically by email to: [permits@prokoreins.com](mailto:permits@prokoreins.com) (Please reference the project name and site address of project when sending by email)
- (c) Electronically by uploading through KorePermit

- Building permits are required for decks and platforms.

EXCEPTION: Decks and platforms not more than 30 inches above grade, not attached to a structure with frost footings and which is not part of an accessible route do not require a building permit. Additional restrictions may apply regardless of deck or platform type for compliance of local Zoning regulations. Consult with the zoning department or official prior to initiating construction.

- Frost footings are required for any deck that is attached to a dwelling or a garage that has frost footings. Minimum footing depth is 42 inches.
- All decks shall be designed to support a live load of 40 pounds per square foot. Decks which are supporting an additional structure or recreational feature may require additional design loads.
- All decks that are 30" or more above grade must be protected by a guardrail. Such rail shall be 36" minimum in height for 1- and 2-family dwellings and 42" for decks or balconies of multi-family residential buildings. Required guards shall not have openings from the walking surface to the required guard height which allow passage of a sphere 4 inches in diameter (4 3/8 inches at open sides of stairs). NOTE: The triangular opening at the open side of stair, formed by the riser, tread and bottom rail of a guard, shall not allow passage of a sphere 6 inches in diameter.
- Joists should generally not overhang beams by more than two feet, nor should beams overhang posts by more than one foot. (See attached deck plan). Additional exceptions may exist. Please consult with the Building Official if cantilevers are to be employed for construction.
- Ledger boards shall be a minimum 2-inch x 8-inch nominal lumber.
- Ledger board connections between the house and deck shall be properly flashed and sealed.
- All exposed wood used in the construction of decks is required to be wood with natural resistance to decay (such as redwood or western cedars, etc.) or approved treated wood. This includes posts, beams, joists, decking, and railings.
- Composite materials for decking and guards shall follow manufacturer's specifications. Manufacturer's specifications may dictate requirements which exceed conventional wood-frame construction. Please read all manufacturer specifications carefully.

For permit questions and inspections call: 507.388.4224

**Project Comments:**

I acknowledge that the applicable items listed on this form are included on the submitted building plans and Page 3 of this form.

Full Name:  Date:

Phone:  Email:

Company Name:

Address:



For permit questions and inspections call: 507.388.4224

