



GENERAL INSTRUCTIONS FOR A DECK PERMIT

Need to submit:

1. Building permit application filled out completely, including job cost with labor & materials (pg 3).
2. Completed Deck Requirement Worksheet (page 2).
3. Copy of contract (if applicable).
4. Plat of survey showing the deck location with all distances to the lot lines.
5. Detailed drawing showing overall size of structure; pier and post locations; size, span and spacing of floor joist; size, span and spacing of beams; decking material; handrails; guardrails; stair guards; and dimensions for all the above.

All decks shall comply with the following:

1. **Piers:** Shall be in accordance with the 2021 International Residential Code and all local amendments. If a deck is to be attached to a structure, the piers shall be a minimum of 42 inches below grade. Once the holes for the piers are dug, there shall be an inspection **before** concrete is poured. (See attachment for typical pier details.)
2. **Soil under deck:** For decks under 72 inches in height, soil under deck shall be stripped of vegetation, polyethylene or approved landscape fabric placed over soil and a minimum of 2" granular base placed on top of the polyethylene or landscape fabric.
3. **Location:** Decks are permitted in the rear yard only and must be a minimum of 5 feet from the rear lot line. Gazebos shall be located a minimum of 10 feet from the primary structure, unless otherwise approved by the Building & Permits Department.

Note for applicant: Contact your Homeowner's Association before you begin work. The Village of Oswego has no authority to enforce the covenants or adopted rules of your Homeowner's Association.



DECK REQUIREMENT WORKSHEET

1. Indicate the type of material(s) to be used to construct deck: _____
2. Will the deck be attached to a structure? **YES** or **NO** (If yes, it is likely the deck will require footings below the frost line.)
3. Deck footings will be _____ inches in diameter by _____ inches below grade.
4. Deck support post will be _____ by _____ inch post and will be spaced _____ inches apart.
5. Deck support post will be _____ inches in height. (If the measurement from grade to the bottom of the deck structure is 48 inches or greater, sway bracing shall be required.)
 - a. Will sway bracing be required? **YES** or **NO**
6. Deck support beam(s) will be double members, using **2x8** or **2x10** or **2x12** (circle one). Maximum span for a support beam shall be 96 inches.
7. Floor joists will be **SINGLE** or **DOUBLE**, using **2x6** or **2x8** or **2x10** or **2x12** (circle one).
 - a. Floor joist will be spaced _____ inches on center.
8. The decking material will be _____ inches in thickness.
9. Will a guardrail be provided for the deck? **YES** or **NO** (If decking surface is 15 ¼ inches or more above the surrounding grade, a guardrail shall be required.)
10. Will stairs be provided for the deck? **YES** or **NO** (If the total stair rise is 15 ¼ inches or more, or the total number of risers is 3 or more, stair guards and a gripable handrail shall be required.)
 - a. Will stair guards be provided for the stairs? **YES** or **NO**
 - b. Will a gripable handrail be provided? **YES** or **NO**
11. Residential lots have a maximum impervious surface coverage requirement. “Impervious Surface” refers to surfaces that alter the natural course or rate of absorption of stormwater, and may include, but is not limited to, principal structures, accessory structures, decks, walkways, paved parking lots, and paved driveways. To assist staff in calculating the impervious surface of your property, please provide the following information:

Impervious Surface Type	Impervious Surface Area (sq ft)	
	Existing	Proposed
Building Footprint (including attached garage)		
Driveway		
Walkways		
Decks, Porches, Patios		
Swimming Pools, Hot Tubs		
Detached accessory structures (sheds, gazebos, garages)		
Other		
TOTAL		



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 Website: <http://www.oswegoil.org>
 Building & Zoning Email: BZinfo@Oswegoil.org

RECEIVED _____
 ENTERED _____
 APPROVED _____
 CONTRACTOR REG. _____
 COMPLETE _____

Building Permit Application

Permit No. _____

CUSTOMER/OWNER INFORMATION	Name _____ Project Address _____ Sub-division _____ Lot No. _____ Phone No. _____ Email _____
CONTRACTOR INFORMATION	Name _____ Address _____ City _____ State _____ Zip _____ Phone No. _____ Email _____ Field Contact Name _____ Phone No. _____

Approximate Construction Cost (Including Labor): \$ _____
 All permit applications require supplementary documents for each permit request

EXISTING & NEW STRUCTURE REQUESTS	<input type="checkbox"/> Re-roof <input type="checkbox"/> Siding <input type="checkbox"/> Replacement Windows <input type="checkbox"/> Replacement Doors <input type="checkbox"/> Deck <input type="checkbox"/> Patio/Side Walks <input type="checkbox"/> Driveway <input type="checkbox"/> Radon Mitigation <input type="checkbox"/> Solar <input type="checkbox"/> Fence <input type="checkbox"/> Shed <input type="checkbox"/> Pergola <input type="checkbox"/> Hot Tub <input type="checkbox"/> Swimming Pool <input type="checkbox"/> Above <input type="checkbox"/> Inground <input type="checkbox"/> Temporary <input type="checkbox"/> HVAC <input type="checkbox"/> Water Heater <input type="checkbox"/> Plumbing Work <input type="checkbox"/> Electrical Work <input type="checkbox"/> Additions <input type="checkbox"/> Basement/Remodel • Location _____ <input type="checkbox"/> Lawn Irrigation <input type="checkbox"/> Garage <input type="checkbox"/> Other _____	CHICKEN COOP & TENT	<input type="checkbox"/> Chicken Coop <input type="checkbox"/> Tent
COMMERCIAL & NEW HOME REQUESTS	<input type="checkbox"/> Single Family Residence <input type="checkbox"/> Senior Housing <input type="checkbox"/> Two Family Residence (Duplex) <input type="checkbox"/> Senior Housing <input type="checkbox"/> Multi-Family Residence • (No. Units _____) <input type="checkbox"/> Senior Housing <input type="checkbox"/> Demolition <input type="checkbox"/> Commercial/Industrial Building (NEW) <input type="checkbox"/> Commercial/Industrial Remodeling (Build outs) <input type="checkbox"/> Fire Protection: <input type="checkbox"/> Sprinkler <input type="checkbox"/> Alarm <input type="checkbox"/> Ansul <input type="checkbox"/> Storm Water Connection <input type="checkbox"/> Right of Way	Square Footage of All Areas	1st Floor _____ 2nd Floor _____ 3rd Floor _____ Add. Floors _____ Basement _____ Crawlspace _____ Garage _____ Porch _____ Deck/Patio _____ Outdoor Seat. _____ Outdoor Storage _____ Total _____
	<u>New Residential Only</u> No. of Bedrooms _____ No. of Baths _____	<u>New Construction Only</u> No. of Tenant Spaces _____ No. & Sizes of Water Connect _____ _____	

Certificate:

I HEREBY CERTIFY THE ABOVE STATEMENTS TO BE CORRECT

The applicant agrees to conform to all applicable Federal, State, and Local laws of this jurisdiction. They also agree that all work performed under this permit will be in accordance with plans and specifications accompanying this application, except for changes as may be required by the adopted Building Code and inspection officials.

Applicant's Signature _____

Date _____

Permit Approved By: _____ Date: _____