



## **GENERAL INSTRUCTIONS FOR A PATIO AND SERVICE WALK PERMIT**

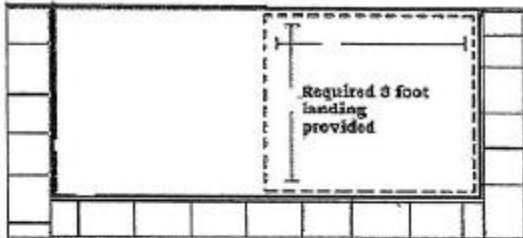
### **Need to submit:**

1. Building permit application filled out completely, including cost of job for labor & materials (page 4).
2. Copy of contract (if applicable).
3. Plat of survey indicating location of patio and/or service walk.
4. Type of material (concrete, pavers, stone, etc.).
5. Base material
  - a. Type of base material
  - b. Thickness of base material
6. Completed Impervious Surface Worksheet (page 3).

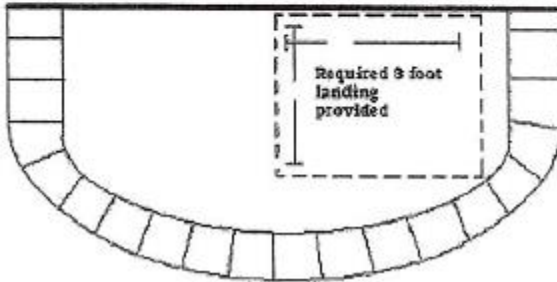
### **All patios and service walks shall comply with the following regulations:**

1. The patio or service walk shall be installed on a minimum of a 4 inch compacted approved base material. Paver bricks may require additional base material; refer to the manufacturer's installation instructions for the recommended depth and type of the base materials. Examples of approved base materials:
  - a. Sand
  - b. Washed gravel with a maximum size of  $\frac{3}{4}$  inch material
  - c. Crushed lime stone, such as CA-6
2. The surface of the patio or service walk shall slope away from the structure.
3. The minimum concrete thickness of a patio or service walk within the boundaries of the owner's property shall be no less than 4 inches thick. The concrete thickness of all public walks shall be no less than 5 inches thick with the portion that passes through the driveway to be no less than 6 inches thick.
4. Fill materials shall be free of vegetation and foreign materials. The fill shall be compacted to assure uniform support for the slab, and except where approved, the fill depths shall not exceed 24 inches for clean sand and gravel and 8 inches for earth.
5. All concrete exposed to the weather shall conform to the following:
  - a. Provide minimum compression strength of 3500 psi at 28 days after placement.
  - b. The concrete shall be air entrained. Total air content (percent by volume of concrete) shall not be less than 5-percent or more than 7-percent.
  - c. Shall be at least a 6-bag mix.
6. The compacted base material does require inspection prior to the placement of any surface material.
7. If concrete stairs are being installed as part of the patio, they are required to be framed at the time of the base inspection.
8. Fire pits incorporated within a patio shall be placed a minimum of 15 feet from the primary structure and 10 feet from any other combustible materials, structures on the property, and property line. Sizing shall be restricted to 3 feet in diameter and 2 feet in depth.
9. Any steps installed in conjunction with the patio are required to conform to the following:

- a. When a stair section for an exterior door contains more than two risers, a landing shall be provided for that exterior door. The landing shall measure 3 feet in the direction of travel for the full width of the door opening.

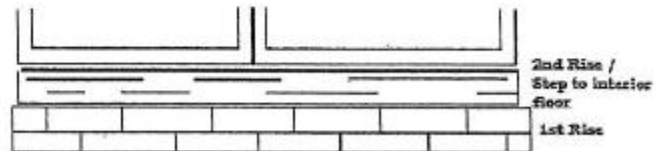


The width of the landing shall not be less than the door served. Shall have a minimum dimension of 36 inches in the direction of travel. Clipped and rounded corners shall not encroach into the required landing area.



**Exception below...**

Single step with two risers does not require the landing area, other than the required exit from the home.



- b. Stair guards are required on stair sections containing 3 or more risers or a total rise of 15 ½ inches or more.
- c. The maximum riser height shall be 7 ¾ inches.
- d. The minimum tread depth shall be 10 inches, measured from nosing to nosing (11 inches without a nosing).
- e. The maximum differential between all treads, as well as all risers, shall be no more than 3/8 inch.
10. Any stair sections containing three or more risers or with a total rise of 15 ½ inches or more would require a handrail to be installed:
- All handrails shall be continuous for the full length of the stairs, from a point directly above the top riser to a point directly above the bottom riser of the flight of stairs.
  - Installed at a height of 34-38 inches, measured vertically from the nosing of the tread.
  - Designed to withstand a concentrated load of 200 pounds.
  - All handrails are to be gripable and return at ends.

**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.



**IMPERVIOUS SURFACE WORKSHEET**  
 INCLUDE WITH PERMIT APPLICATION

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 below information with your permit application:

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		
<b>TOTAL</b>		



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 Building & Zoning Email: [BZinfo@Oswegoil.org](mailto:BZinfo@Oswegoil.org)

RECEIVED \_\_\_\_\_  
 ENTERED \_\_\_\_\_  
 APPROVED \_\_\_\_\_  
 CONTRACTOR REG. \_\_\_\_\_  
 COMPLETE \_\_\_\_\_

# Building Permit Application

Permit No. \_\_\_\_\_

<b>CUSTOMER/OWNER INFORMATION</b>	Name _____ Project Address _____ Sub-division _____ Lot No. _____ Phone No. _____ Email _____
<b>CONTRACTOR INFORMATION</b>	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\*\*\*

<b>EXISTING &amp; NEW STRUCTURE REQUESTS</b>	<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 _____	<b>CHICKEN COOP &amp; TENT</b>	<input type="checkbox"/> Chicken Coop <input type="checkbox"/> Tent
<b>COMMERCIAL &amp; NEW HOME REQUESTS</b>	<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	<b>Square Footage of All Areas</b>	1st Floor _____ 2nd Floor _____ 3rd Floor _____ Add. Floors _____ Basement _____ Crawlspace _____ Garage _____ Porch _____ Deck/Patio _____ Outdoor Seat. _____ Outdoor Storage _____ <b>Total</b> _____
	<b><u>New Residential Only</u></b> No. of Bedrooms _____ No. of Baths _____	<b><u>New Construction Only</u></b> 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: \_\_\_\_\_