

DECK / PORCH - RESIDENTIAL

Permit Requirements:

A. Building Permit Application:

- 1) Submit completed building permit application.
- 2) Submit **TWO HARD COPIES** of survey/site plan showing the deck or porch, property lines, house, setbacks, easements, and other structures.
- 3) Submit **TWO HARD COPIES** of construction plans showing overall dimensions, height above grade, footing size/depth/location, posts, beams, joists, ledger attachment, stairs, guards, handrails, and connection details.
- 4) Construction plans must be stamped and signed by a NYS Licensed Professional Engineer (PE) or Registered Architect (RA) if the deck design falls outside the prescriptive limits of the Residential Code of New York State (Section R507). A professional stamp is automatically required for: Decks with a walking surface of 6 feet or higher in height (requiring engineered lateral and diagonal bracing). Designs featuring non-standard structural loading (e.g., roofs, enclosures, or hot tubs). Use of alternative structural materials (e.g., steel framing or helical piles).
- 5) Submit manufacturer information for approved connectors, fasteners, guards, or other manufactured components when applicable.
- 6) Submit **ONE DIGITAL COPY** of all plans and supporting documents.
- 7) Submit insurances from company performing the work (Liability, NYS Workman's Comp and NYS Disability).
- 8) Digital copies required.

B. Inspections Required:

- 1) Footing Depth - **before filling with concrete**
- 2) Ledger Attachment
- 3) Framing - **before decking is put down**
- 4) Final Inspection for Certificate of Compliance **after installation complete & electrical inspection done (if required).**

All work shall be performed in accordance with the construction documents which were submitted with and accepted as part of the application for the Building Permit.

Building permits shall be visibly displayed at the work site and shall remain visible until the authorized work has been completed.

It is **YOUR** responsibility to call for a **FINAL INSPECTION** by the Building Inspector in order to receive the CC.

PLEASE NOTE: BUILDING PERMITS EXPIRE ONE YEAR FROM DATE OF ISSUE

IMPORTANT

These are minimum submission requirements. Additional plans, details, approvals or documentation may be required based on the scope of work and conditions of the property.