### DECK PERMIT APPLICATION

**CITY OF WESTLAKE**
BUILDING DEPARTMENT
27700 HILLIARD BLVD.
WESTLAKE, OHIO 44145
PHONE (440) 617-4105
FAX (440) 617-4144

**SECTION 1211.04 (b)**

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**OFFICE USE ONLY**

<table>
<thead>
<tr>
<th>APPROVED BY:</th>
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<tbody>
<tr>
<td>DATE APPROVED:</td>
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<tr>
<td>DATE ISSUED:</td>
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<table>
<thead>
<tr>
<th>DECK PERMIT:</th>
<th>$25.00</th>
</tr>
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<tbody>
<tr>
<td>PLAN REVIEW:</td>
<td>$ 5.00</td>
</tr>
<tr>
<td>1% B.B.S.</td>
<td>$ 0.30</td>
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**TOTAL:** $30.30

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**PROPERTY/OWNER INFORMATION**

- **NAME:**
- **ADDRESS:**
- **PHONE:**
- **APPLICATION DATE:**
- **ESTIMATED COST:**

- [ ] CHECK BOX IF CORNER LOT
  (Other requirements apply)

**CONTRACTOR/INSTALLER INFORMATION**

**NOTICE TO CONTRACTORS:**
FAILURE TO CALL FOR INSPECTIONS MAY RESULT IN LOSS OF REGISTRATION.

- **COMPANY NAME:**
- **EMAIL:**
- **CONTACT PERSON:**
- **CONTACT PHONE:**

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**INCOMPLETE APPLICATIONS WILL DELAY PERMIT PROCESSING**

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**SEE ATTACHED:**

- RESIDENTIAL DECK SUBMITTAL CHECKLIST AND REQUIRED INSPECTIONS
- DECK SITE PLAN REQUIREMENTS
- RESIDENTIAL WOOD DECK CONSTRUCTION INFORMATION
- MINIMUM FOOTER SIZE CHART
- POST AND HEADER PLAN REQUIREMENTS
- TYPICAL DECK SECTION

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**RESIDENTIAL DECK**

- Minimum 36 inch depth required for postholes.
- Width of stairways shall not be less than 36" at all points.
- Maximum riser height of steps shall be 8-1/4".
- Minimum tread (depth) of steps shall be 9" min. with nose.
- Guardrails shall be installed if deck is 30" or more above grade.
- Spindle Space on guardrails / handrails shall be 4" or less.

**GENERAL INFORMATION**

- Minimum height of handrail shall be 34".
- Maximum height of handrail shall be 38".
- Call 24 hours in advance for posthole and final inspections (440) 617-4105.
- Other requirements apply for corner lots.
- Minimum height of guardrails shall be 36"

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**OWNER/CONTRACTOR** ________________________________

**PRINT NAME** ________________________________
The Westlake Building Department does not enforce deed restrictions, covenants, or subdivision regulations.

The acceptance of the permit herein applied for shall constitute an agreement on my part to abide by all conditions herein contained and also to comply with all ordinances set forth by the City of Westlake, and the laws of the State of Ohio relating to the work to be done thereunder and said agreement is a condition of said permit.

IMPORTANT NOTICE TO HOMEOWNERS:
IF YOU OBTAIN THIS PERMIT ON THE BEHALF OF A CONTRACTOR YOU ARE LIABLE FOR ALL WORK INCLUDING ANY VIOLATIONS OR INCOMPLETE WORK. CONTRACTORS MUST BE CURRENTLY REGISTERED WITH THE CITY OF WESTLAKE.
RESIDENTIAL DECK SUBMITTAL CHECKLIST

Address ______________________________
Owner ______________________________
Contractor ____________________________
Contact Name __________________________
Contact Email __________________________

<table>
<thead>
<tr>
<th>Completed Deck Application / Indicate if Corner Lot</th>
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<tbody>
<tr>
<td>2 Sets of Construction Plan drawings</td>
</tr>
<tr>
<td>2 Copies of Topo or Site Plan indicating distances to all property lines, exact location and dimensions of proposed deck and steps</td>
</tr>
<tr>
<td>Letter of approval from Condominium Association (If applicable)</td>
</tr>
</tbody>
</table>

**Construction Plans Should Include:**
- All deck dimensions, post & beam layout, and house wall cantilevers (Down-view)
- Height of deck above grade
- Beam size and spacing
- Post size and spacing
- Joist size and spacing
- Beam connection to posts
- Joist connections to ledger and beam
- Ledger attachment to house and flashing
- Footing size, depth and method
- Floor framing plan indicating framing member sizes and spacing
- Connections of all structural members
- Size and type of decking material (pressure treated wood, vinyl, etc.)
- Height, size, type and spacing of guardrail posts and balusters
- Stair Tread (Width) and Riser Details (Height) of Steps

**Test to determine if plans are complete:**
Could someone else build your deck from the plans you are submitting?

**REQUIRED INSPECTIONS / SCHEDULED 24 HOURS IN ADVANCE:**
- Footer (Post Holes) **before** posts are in place and concrete is poured
- Frame prior to installing flooring and railings
- Final when Deck is completed
TYPICAL DECK SITE PLAN

PROVIDE THE FOLLOWING:

* LOT DIMENSIONS (LENGTH AND WIDTH)
* PROPOSED SIDE AND REAR (OR FRONT) YARD SETBACKS
* DECK DIMENSIONS
* STATE IF CORNER LOT – RESTRICTIONS APPLY
Residential Wood Deck Construction
Based on 2019 Residential Code of Ohio

This sheet provides some applicable building code information for deck construction, but does not cover unique or non-typical conditions which may create unusual design requirements (i.e. loading in excess of 50 PSF, unusual site conditions, etc.). When these situations are encountered a licensed architect or engineer may be required for your design. Examples of some of these situations include:

* Decks serving more than a one and two family dwelling
* Decks including more than one level or roofs
* Decks supporting hot tubs, spas, or other objects
* Decks greater than 10’ above grade
* Deck ledgers attached to overhangs, bay windows, brick, stone or concrete block
* Decks on slopes greater than 2 horizontal to 1 vertical.

The following code sections from the Residential Code of Ohio should be used when designing and building your deck:

    Section 507.3 Deck Footings
    Section 317 Protection of wood & wood products against decay
    Section 507 Exterior Decks
    Sections 311 & 312 Stair, landings, handrails, and guards.

* Decks shall be designed for 50 PSF uniform loading and shall be built of material which is pressure treated or naturally resistant to decay. Posts and applicable 2 x material shall be ground-contact treated wood.
* Fasteners, hangers, nails, etc., must be stainless steel, hot-dipped galvanized, silicon bronze or copper (see RCO for additional information).
* Ledger Board attachment shall be per charts located in section 502 or per manufacturer’s installation specifications.

As an alternate to designing a deck prescriptively per the Residential Code of Ohio, one may use the DCA-6 Prescriptive Residential Deck Construction Guide (by the American Wood council) or an engineered design.

*See attachments detailing submission requirements for applications and plans*
### Table 403.5
**Minimum Footing Size for Deck Footings Without Roof Loads**

<table>
<thead>
<tr>
<th>Diameter</th>
<th>Square</th>
<th>Maximum Tributary Area Allowed Per Post (square foot)</th>
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</thead>
<tbody>
<tr>
<td>8</td>
<td>8 x 8</td>
<td>14</td>
</tr>
<tr>
<td>10</td>
<td>9 x 9</td>
<td>22</td>
</tr>
<tr>
<td>12</td>
<td>11 x 11</td>
<td>31.6</td>
</tr>
<tr>
<td>14</td>
<td>13 x 13</td>
<td>42.8</td>
</tr>
<tr>
<td>16</td>
<td>15 x 15</td>
<td>56</td>
</tr>
<tr>
<td>18</td>
<td>16 x 16</td>
<td>70.8</td>
</tr>
<tr>
<td>20</td>
<td>18 x 18</td>
<td>87.2</td>
</tr>
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</table>

*a. Based upon 2000 lbs. per square foot soil bearing capacity.*

*b. Based upon 40 lbs. per square foot live load and a 10 lbs. per square foot dead load.*

### Minimum Footer Size Chart

**Tributary load area for posts**

- **R** = Beam span
- **C** = Joist span

**House Wall**

- Joints (typ.)
- Beams (typ.)
- Tributary load area on interior post
- Tributary load area on perimeter post
- Tributary load area on corner post

**B =** Beam span

**C =** Joist span

**20°**
POST AND HEADER PLAN

ITEMS REQUIRED ON DRAWINGS
**TYPICAL DECK SECTION**

**CHECK LIST**
1. Exterior wood will be naturally durable or quality mark as pressure-preservative treated in accordance with AWPA U1.
2. Fasteners will be hot dipped zinc coated galvanized steel, stainless steel, silicon bronze or copper.
3. 36" minimum Guard will be provided along open sides of deck walking surface located 30" or more above Grade below.
4. 4" Sphere will not pass thru any guard openings.

**PROPOSED BEAM TYPE**

**Beam to Post Connection Options**

[1] Choose one beam to post connection option.  
Choose one post size based on the height of the deck.

[1] Min. 1/2" cach  
[1] Min. 2" notch in post.

[1] Post cap connector

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**Stair Section View**

(1) 2x12 stringers, min.  
Risers shall not allow a 4" dia. object to pass through.  
All 2x12 stringers anchored to concrete landing.

12" plus if 4 or more risers.

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**Height Above Grade**  
**Span of Overhang**  
**Beam Size** - ply, 2" x

**Post Size** - on center.