



DECKS/PATIOS/GAZEBOS/OPEN PORCHES/BREEZEWAYS

A building permit is required for the construction of a deck, patio, gazebo, open porch, or breezeways.

SUBMITTAL DOCUMENTS

- 1) Submit a completed *Application for Construction or Use* (Permit Application).
- 2) If application is submitted by someone other than the property owner, signed authorization by the property owner must be provided at time of application.
- 3) Plat of Survey (3 copies) showing the location and dimensions of all existing structures/improvements on the property and the location of the proposed project with location of the electric meter.
- 4) Drawing, Plan, or Manufacturers Brochure (3 copies) showing construction details of the project including type of lumber used, spans sizes, etc. Attached decks, porches, gazebos, and breezeways must also show how attachment is to be made to house and show the required pier depth of 42 inches below grade.

REQUIREMENTS:

- 1) Your Home Owners Association (HOA) rules and regulations may require approval before commencing work on this project. **It is the homeowner's responsibility to contact and secure all applicable HOA approval prior to commencing construction.**
- 2) If work commences prior to permit issuance, the **permit fee shall be doubled.** (Ord. 1992, 6-17-2002)
- 3) All plans submitted will be reviewed in the order they are submitted. Permit reviews are completed, on average, within 2 weeks of submittal. You will be contacted when your permit is ready for pick-up.
- 5) Name, address, phone number, email for all contractors (Not required if homeowner is doing the work them self) is required prior to permit issuance.
- 4) Fees: Calculated based on cost of construction. The building permit fee for window installation is \$6.00 per \$1,000.00 with a minimum fee of \$30. A plan review fee of \$30.00 will be assessed by the Plan Examiner and added to the building permit fee.
- 5) Bond: A \$100.00 refundable building bond must be paid at time of building permit issuance. This bond is refundable upon completion and approval of \$100.00. This bond is refundable upon completion and approval of the project in accordance with all applicable City Ordinances. If bond is paid with a check or cash, it will be returned to the address provided to the City at the time of permit issuance. If bond is paid by credit card the bond amount will be credited to the credit card used at time of permit issuance.
- 6) All required inspections are to be called in to the Community Development Department 24 hours in advance at 630,393.9050. A list of all required inspections is included on the code review applicant must read and sign prior to permit issuance.
- 7) Permit may become invalid is work does not begin within 180 days, or if work has been halted and no work has been performed for a period of 60 consecutive days.

- 8) It is the responsibility of the homeowner/contractor to arrange to have all underground utilities located before any digging. The number for J.U.L.I.E is 811. J.U.L.I.E requires 48 hours notice before digging.
- 9) Enclosed decks, patios, gazebos, and breezeways cannot encroach into required front yard building setback.
- 10) Enclosed patios, gazebos, and breezeways cannot encroach into required side yard building setbacks.
- 11) Attached open decks, patios, porches, and breezeways can encroach into required front, rear, and corner side yard building setbacks up to 10 feet.
- 12) Detached open decks and patios cannot encroach into required front, corner side or interior side yard building setbacks. Detached open decks and patios can encroach into required rear yard, provided they are a minimum 10 feet setback from the rear property line.
- 13) Detached open decks and patios must be a minimum 5 feet setback from interior side property line.
- 14) Decks, patios, and gazebos are subject to the maximum lot coverage and maximum coverage of rear yard requirements.
- 15) Concrete patio slabs poured on grade cannot be used as a floor for a future patio enclosure or addition.
- 16) If the intent is to pour a patio that will later be the foundation for an enclosure or addition, the patio must meet minimum foundation requirements at the time of construction and plans must be submitted (when permit is applied for) to reflect this.
- 17) Any cutting of brick, stone, and/or concrete must be done using the “wet-saw” method, or under the protection of an enclosed tent that completely contains the air-borne particulates produced by cutting.

REQUIRED INSPECTIONS (some or all of these inspections may be required)

- a) Piers: The postholes are to be inspected before being filled with concrete.
- b) Concrete pre-pour or gravel base inspection
- c) Rough Frame: The framing is to be inspected before decking material
- d) Rough Electrical (if needed)
- e) Final Electrical (if needed)
- f) Final Building: The final phase is to be inspected after completion of the deck

REGULATIONS:

REQUIRED BUILDING SETBACKS (In Feet)

Zoning District	Front Yard	Corner Side Yard	Interior Side Yard	Rear Yard
R-1	40	40	20*	60
R-1a	40	40	20*	60
R-2	40	40	12.5*	60
R-3	35	35	10*	40
R-4	35	35	7.5*	35
R-5	30	30	5*	30
R-6	Contact Building Department for Requirements			
River Oaks	25	25	6	35
Fox Hollow	25	15	10	20

Summerlakes (Single Family)	25	15	10	20
Summerlakes (Patio Homes)	20	15	5	15
Summerlakes (Town Homes)	15	20	10	15

*Or 10% of the width of the lot, whichever is less

PERMITTED MAXIMUM ENCROACHMENT (In Feet)

Projection or Accessory Use	Front Yard	Rear Yard	Interior Side Yard	Corner Side Yard	Court Yard	Maximum Encroachment In Feet
Deck/Patio/Gazebo, enclosed and detached from principal building	-	X	-	-	-	15
Deck/Patio/Gazebo, enclosed and attached from principal building	-	X	-	-	-	10
Deck/Patio/Gazebo, open and attached from principal building	X	X	-	X	-	10
Deck/Patio, open and detached from principal building	-	X	-	-	-	-

Hiring and working with contractor(s)...

When hiring a contractor it is a good idea to get a written estimate, which includes the specific work to be performed, the time frame involved, and your cost.

When making a payment request a detailed receipt of the work and materials you are paying for.

It is also a good idea to request a waiver of lien in consideration for final and full payment. A final waiver of lien waives and releases the contractor's right to claim a lien for labor, services, or materials, furnished for the project.

This information is to be used as a guide only.

There may be certain, specific, special requirements not indicated in this information.

"Thickened Edge" slab detail

10" deep x 20" wide, 4" Concrete Cut, Compacted Gravel Base, Anchor Bolts

