



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) Completed permit application. If application is submitted by someone other than the property owner, **signed authorization by the property owner must be provided at time of application.**
- 2) 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;
- 3) 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 forty-two inches (42") below grade.

REQUIREMENTS:

- 1) 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 1.800.892.0123. J.U.L.I.E requires 48 hours notice before digging.
- 2) 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 approval prior to the issuance of this permit.
- 3) The building permit fee for a deck, patio, gazebo, open porch, or breezeway 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 along with a building bond of \$100.00. This bond is refundable upon completion and approval of the project in accordance with all applicable City Ordinances. All fees and bonds must be paid before permit issue. No work shall begin without a permit. If work begins without a permit, permit fees may be doubled.
- 4) Enclosed decks, patios, gazebos, and breezeways cannot encroach into required front yard building setback.
- 5) Enclosed patios, gazebos, and breezeways cannot encroach into required side yard building setbacks.
- 6) Attached open decks, patios, porches, and breezeways can encroach into required front, rear, and corner side yard building setbacks up to ten feet (10').

- 7) Decks, patios, and gazebos are subject to the maximum lot coverage and maximum coverage of rear yard requirements.
- 8) Concrete patio slabs poured on grade cannot be used as a floor for a future patio enclosure or addition.
- 9) 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.
- 10) It takes approximately one to two weeks to process permit applications and issue permit. You will be called when permit is ready for pick-up.
- 11) It is the responsibility of the homeowner, occupant, or contractor on completion of the deck, patio, gazebo, open porch, or breezeway to call and arrange all inspections with the Building Department. A minimum 24-hour notice is required when scheduling any inspection. The number to call is 630.393.9050.

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 (c)
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

Things to consider when 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.

Issuance of a permit does not exempt you from the rules and regulations of your Home Owners Association (HOA). If your HOA requires you to have their approval prior to filing for a permit and you have not done so, please contact them immediately before commencing work on this project.

[Application for Construction or Use \(Building Permit Application\)](#)

This pamphlet is to be used as a guide only.

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