



## DECK PERMIT APPLICATION

### INSTRUCTIONS

**Section 1 and Section 6** to be completed by Owner or Authorized Agent. Please note that if your property is in a subdivision, the covenants and restrictions of that subdivision should be consulted to ensure your project is in compliance. Covenants and restrictions for subdivisions can be obtained from the Kankakee County Recorder of Deeds Office. The Planning Department does not enforce subdivision covenants and restrictions.

**Section 4.** The application must be signed by the owner or authorized agent.

### DECK REGULATIONS

1. Post holes must be 42" deep.
2. Post shall be imbedded in concrete a minimum of 12" or use manufactured connectors to prevent lateral displacement.
3. Beams shall bear on posts
  - a. Min. 4x4 if setting on top, using connectors to resist uplift
  - b. Minimum 6x6 if notching in w/ min. (2) ½" through bolts w/washer
4. Ledger boards shall be fastened with ½" x 3" lag screws w/washers staggered 2" from top and bottom, 16" o.c.
5. Joists shall bear on 1 ½" wood or steel ( joist hangers) minimum
6. Maximum joist spans:

16"o.c.	24"
2x6 8'-8" – one row solid bridging	2x6 7'-2" – one row solid bridging
2x8 11'-1" – one row solid bridging	2x8 9'-1" – one row solid bridging
2x10 13"-7" – one row solid bridging	2x10 11'-1"- one row solid bridging
2x12 15'-9" – two rows solid bridging	2x12 12'-10" – two rows solid bridging
7. Stairways shall not be less than 36" in clear width above the permitted handrail height. Maximum riser height is 7 ¾" and minimum tread depth is 10"
8. Railings or guardrails are required if deck is 30" or more above finished grade. Guardrails must be a minimum of 36" in height. Posts or spindles shall not allow a 4" sphere to pass through, or be installed in a horizontal manner that results in a ladder effect.
9. Railings along stairways are to be 34"-38" in height, measured from the nose of the treads and not allow a 4 3/8" sphere to pass between them. There must be a grippable handrail on at least one side with a cross section of 1 ¼"- 2" which must terminate at a newel or wall. Bottom rails shall be installed to prevent 6" sphere from passing through the stair tread and rail.

## Deck Worksheet

NAME \_\_\_\_\_ ADDRESS \_\_\_\_\_

Deck size? \_\_\_\_\_ x \_\_\_\_\_

Height above ground? \_\_\_\_\_

Is the deck attached to the house? \_\_\_\_\_

Depth of holes? \_\_\_\_\_

Size of posts? \_\_\_\_\_

Spacing of posts? \_\_\_\_\_

Size of beams? \_\_\_\_\_

Are they supported on top of the posts or notched in? \_\_\_\_\_

Size of floor joists? \_\_\_\_\_

Span of floor joists? \_\_\_\_\_

O.C. of floor joists? \_\_\_\_\_

Is there a railing? \_\_\_\_\_

Railing height above deck? \_\_\_\_\_

Space between posts/spindles? \_\_\_\_\_

Are there stairs? \_\_\_\_\_

Stair width? \_\_\_\_\_

Tread width? \_\_\_\_\_

Risers? \_\_\_\_\_

Handrail height? \_\_\_\_\_

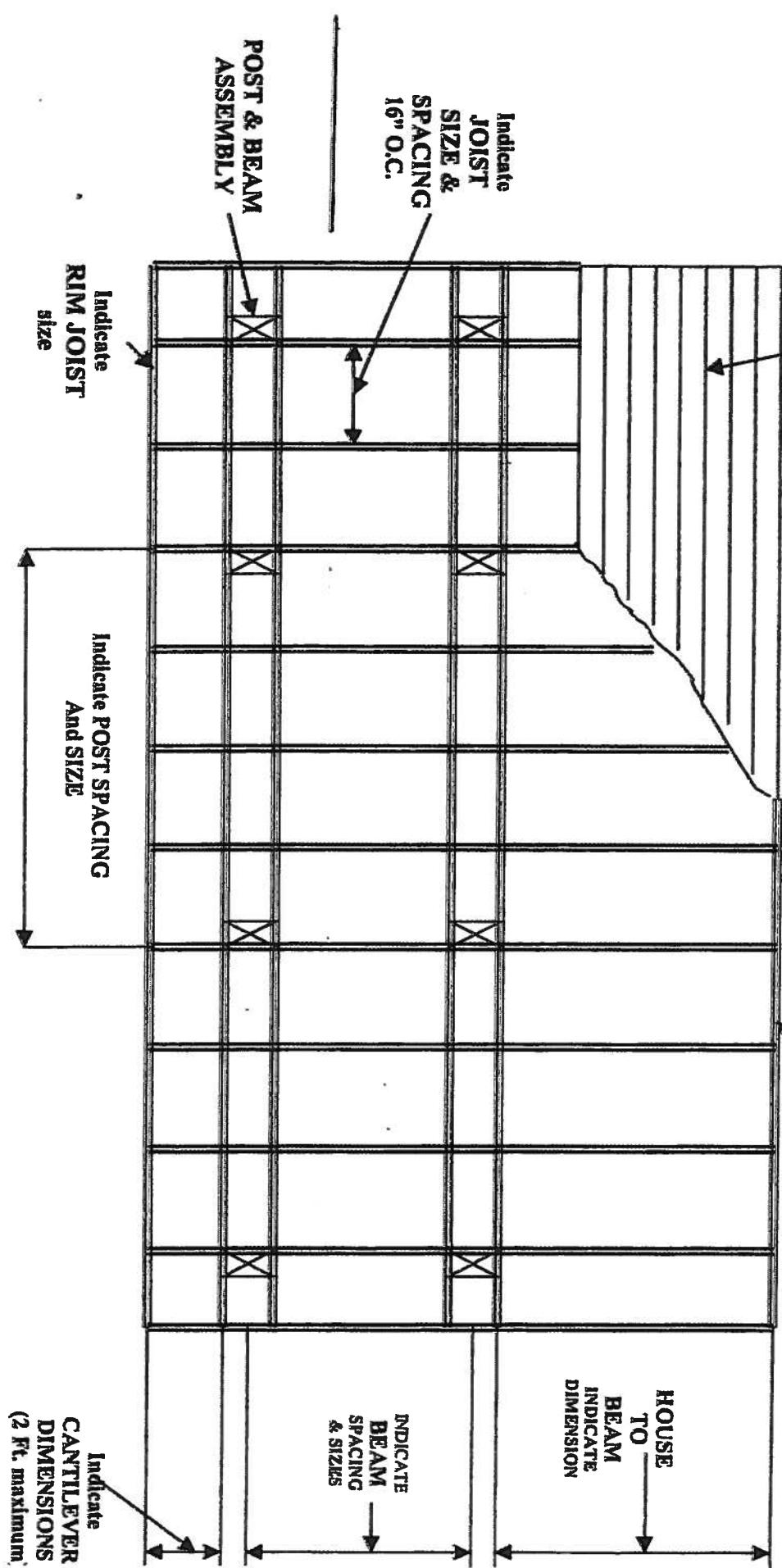
### **SUBMITTAL REQUIREMENTS**

1. Plot plan showing home and proposed deck.
2. Deck permit application.
3. Deck permit worksheet.
4. Contractors list.
5. Deck cross section.
6. Deck framing plan.
7. Signed contract or material estimate sheet from distributor (if doing the work yourself).

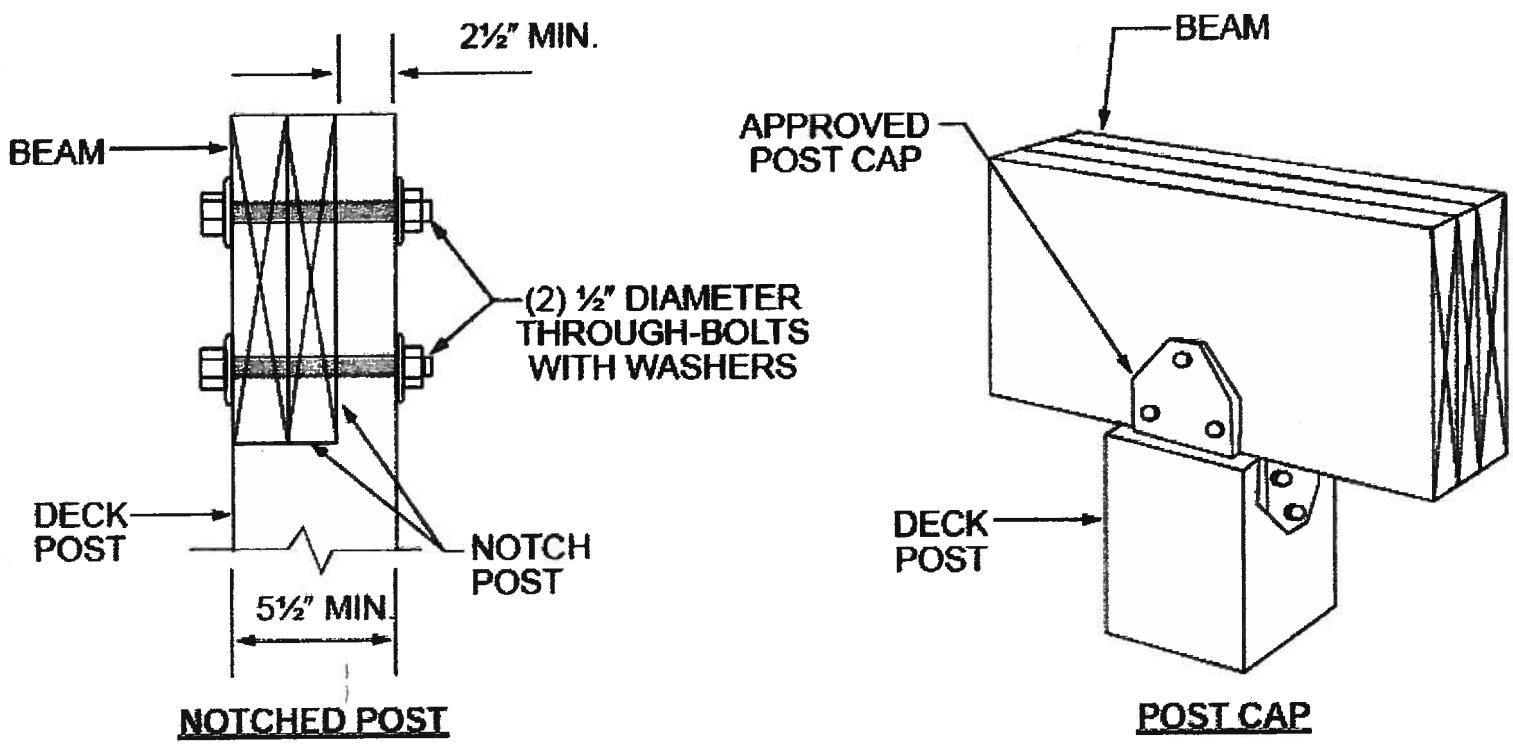
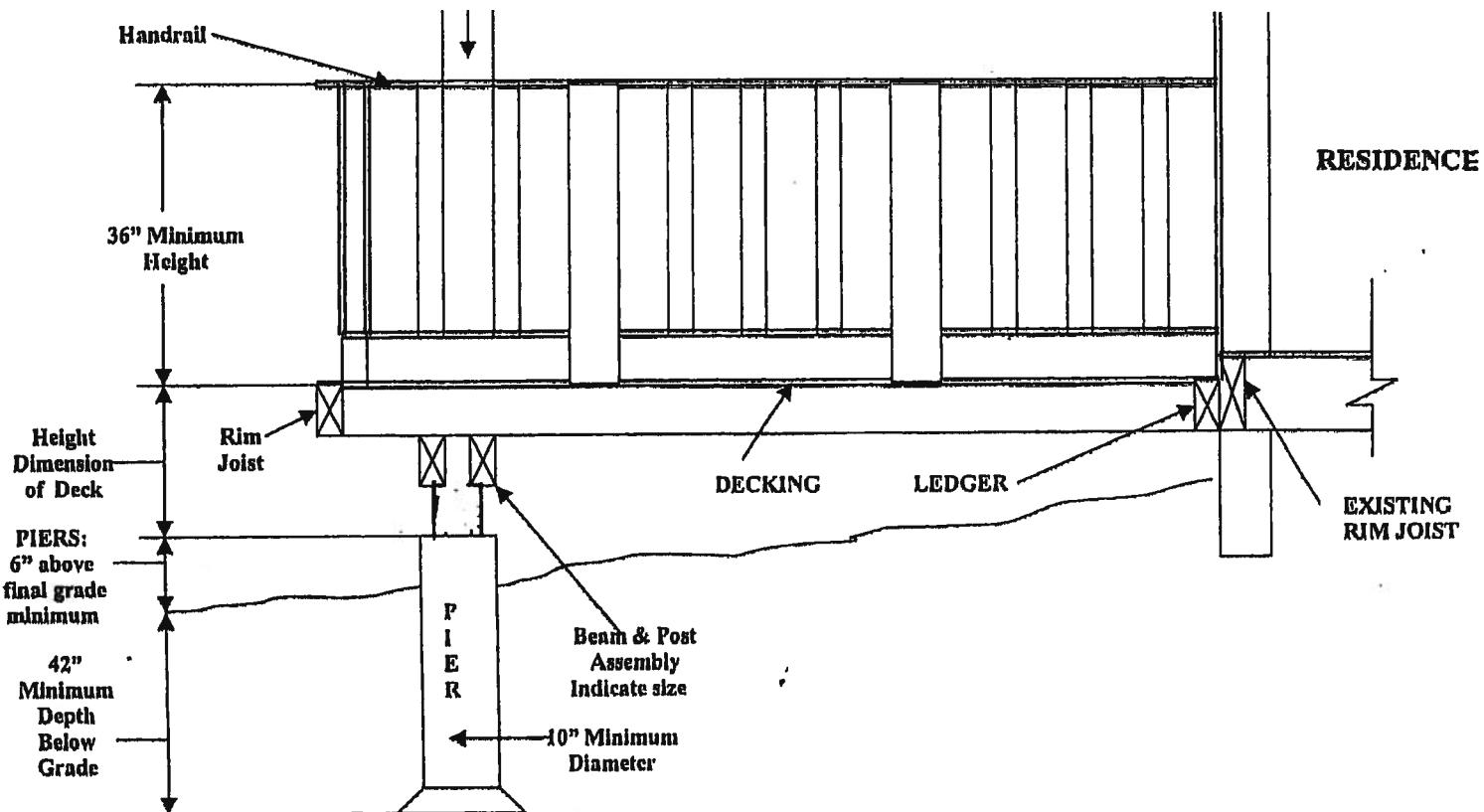
**SAMPLE  
SIZE  
DECKING  
FRAMING PLAN**

Ledger attached to  
house

STAIRS: Show location;  
pler locations; rise/tread;  
handrails.



**DECK - SAMPLE**  
**CROSS SECTION**





# KANKAKEE COUNTY PLANNING DEPARTMENT BUILDING & ZONING DIVISION

## DECK PERMIT APPLICATION

Date Received: \_\_\_\_\_ Add-On:  Date of Add-On: \_\_\_\_\_  
Building Permit Fee: \_\_\_\_\_ Admin. Fee: \_\_\_\_\_ Total Fee: \_\_\_\_\_  
Date Issued: \_\_\_\_\_ Paid: \_\_\_\_\_ Permit No.: \_\_\_\_\_

Applicant to complete this section:

### SECTION 1: OWNER INFORMATION

Name: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_ Email: \_\_\_\_\_  
Current Address: \_\_\_\_\_  
Site Address: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Telephone Number: \_\_\_\_\_  
Email: \_\_\_\_\_  
Will the homeowner be performing the work themselves? Yes \_\_\_\_\_ No \_\_\_\_\_

### SECTION 2: PROPERTY INFORMATION

PI No: \_\_\_\_\_ Township: \_\_\_\_\_  
Floodway/Floodplain: \_\_\_\_\_ Date: \_\_\_\_\_ Initials: \_\_\_\_\_  
Subdivision: \_\_\_\_\_ Block No.: \_\_\_\_\_ Lot No: \_\_\_\_\_  
Zoning District: \_\_\_\_\_ Check PI File: Date: \_\_\_\_\_ Initials: \_\_\_\_\_

### SECTION 3: PROJECT INFORMATION

Project Description: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signed Contract (Attach): \_\_\_\_\_ Total Value: \_\_\_\_\_  
Material: \_\_\_\_\_ Labor: \_\_\_\_\_ Other: \_\_\_\_\_

### SECTION 4: AUTHORIZATION

As the owner or authorized agent of the above described property, I hereby authorize the addition of the above described improvements and work that will be performed by the contractors listed or by myself. The information provided is accurate to the best of my knowledge.

\_\_\_\_\_  
(Signature of Owner or Authorized Agent)

Application Taken By: \_\_\_\_\_

### SECTION 5: PLAN/ APPLICATION REVIEW

Application Reviewed By: \_\_\_\_\_ Approved:  Denied:

If denied, state reason why: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## SECTION 6: CONTRACTOR INFORMATION

Permit# \_\_\_\_\_

Owners Name: \_\_\_\_\_ Type of Construction: \_\_\_\_\_  
 If the contractor's list should change at any time during the project, a revised list shall be submitted to the Planning Department

Trade: _____	License # _____
Contractor: _____	Signed Aff. <input type="checkbox"/> Yes <input type="checkbox"/> No
Phone #: _____	Gen. Lib. <input type="checkbox"/> Yes <input type="checkbox"/> No
	Work Comp <input type="checkbox"/> Yes <input type="checkbox"/> No
	Bond <input type="checkbox"/> Yes <input type="checkbox"/> No

Trade: _____	License # _____
Contractor: _____	Signed Aff. <input type="checkbox"/> Yes <input type="checkbox"/> No
Phone #: _____	Gen. Lib. <input type="checkbox"/> Yes <input type="checkbox"/> No
	Work Comp <input type="checkbox"/> Yes <input type="checkbox"/> No
	Bond <input type="checkbox"/> Yes <input type="checkbox"/> No

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	Bond <input type="checkbox"/> Yes <input type="checkbox"/> No

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Contractor: _____	Signed Aff. <input type="checkbox"/> Yes <input type="checkbox"/> No
Phone #: _____	Gen. Lib. <input type="checkbox"/> Yes <input type="checkbox"/> No
	Work Comp <input type="checkbox"/> Yes <input type="checkbox"/> No
	Bond <input type="checkbox"/> Yes <input type="checkbox"/> No

Trade: _____	License # _____
Contractor: _____	Signed Aff. <input type="checkbox"/> Yes <input type="checkbox"/> No
Phone #: _____	Gen. Lib. <input type="checkbox"/> Yes <input type="checkbox"/> No
	Work Comp <input type="checkbox"/> Yes <input type="checkbox"/> No
	Bond <input type="checkbox"/> Yes <input type="checkbox"/> No

Roofing: _____	License # _____
Phone #: _____	Signed Aff. <input type="checkbox"/> Yes <input type="checkbox"/> No
	Gen. Lib. <input type="checkbox"/> Yes <input type="checkbox"/> No
	Work Comp <input type="checkbox"/> Yes <input type="checkbox"/> No
	Bond <input type="checkbox"/> Yes <input type="checkbox"/> No
State License #: 104-	Expiration _____

Plumbing: _____	License # _____
Phone #: _____	Signed Aff. <input type="checkbox"/> Yes <input type="checkbox"/> No
	Gen. Lib. <input type="checkbox"/> Yes <input type="checkbox"/> No
	Work Comp <input type="checkbox"/> Yes <input type="checkbox"/> No
	Bond <input type="checkbox"/> Yes <input type="checkbox"/> No
State License #: 058-	Expiration _____
State Registration #: 055-	Expiration _____

Date Received: \_\_\_\_\_

Date Approved: \_\_\_\_\_

Approved By: \_\_\_\_\_