



City of Lake Geneva
Building and Zoning
626 Geneva Street
Lake Geneva, WI 53147

ONE & TWO FAMILY PERMIT REQUIREMENTS FOR DECKS

- **Permit application fully filled out with certification numbers, addresses, and telephone number**
- **Zoning permit application**
- **2 copies of plans in scale**
- **2 copies of survey or site plan in scale showing setbacks to property lines**
- **Cautionary Statement signed by owner if applying as contractor**

NOTE: Permit will not be processed without all of the above items submitted at the same time. Permits are processed in the order that completed application packets are received.



City of Lake Geneva
 Building and Zoning
 626 Geneva Street
 Lake Geneva, WI 53147

Permit Number _____
 City use only

EXISTING ONE & TWO FAMILY PERMIT APPLICATION (Additions, Alterations, & Accessory Structures)

I (We), the undersigned do hereby submit an application for a permit for the property:

Located at:

Address: _____

Tax ID / Parcel Number(s): _____

Principal Structure

- Addition
- Alteration
- Deck
- Re-Roof
- Siding

Accessory Structure

- New
- Addition
- Alteration
- Re-Roof
- Siding

Fees: Additions – Alterations \$0.31/sqft, Accessory Structure > 120sqft \$0.25/sqft, Decks \$0.15/sqft Minimum \$60.00

The following information is required for all projects:

Scope of work

(description): _____

Construction project square footage: _____

Estimated Value of Construction Project (no mechanicals): \$ _____

Two sets of plans required for Additions and Alterations for plan review.

Property Owner:

Company: _____

Print Name: _____

Signature: _____

Address: _____

 City State Zip

Phone: () _____

Email: _____

Contractor:

Company: _____

Print Name: _____

Signature: _____

Address: _____

 City State Zip

Phone: () _____

Email: _____

Contractor License # _____

Contractor Qualifier # _____

Building Inspector Approval: _____ **Date:** _____ **Fees:** _____

(Part of Ply 4 for Applicants)

Cautionary Statement to Owners Obtaining Building Permits

101.65(lr) of the Wisconsin Statutes requires municipalities that enforce the Uniform Dwelling Code to provide an owner who applies for a building permit with a statement advising the owner that:

If the owner hires a contractor to perform work under the building permit and the contractor is not bonded or insured as required under s. 101.654 (2) (a), the following consequences might occur:

(a) The owner may be held liable for any bodily injury to or death of others or for any damage to the property of others that arises out of the work performed under the building permit or that is caused by any negligence by the contractor that occurs in connection with the work performed under the building permit.

(b) The owner may not be able to collect from the contractor damages for any loss sustained by the owner because of a violation by the contractor of the one- and two- family dwelling code or an ordinance enacted under sub. (1) (a), because of any bodily injury to or death of others or damage to the property of others that arises out of the work performed under the building permit or because of any bodily injury to or death of others or damage to the property of others that is caused by any negligence by the contractor that occurs in connection with the work performed under the building permit.

Cautionary Statement to Contractors for Projects Involving Building Built Before 1978

If this project is in a dwelling or child-occupied facility, built before 1978, and disturbs 6 sq. ft. or more of paint per room, 20 sq. ft. or more of exterior paint, or involves windows, then the requirements of ch. DHS 163 requiring Lead-Safe Renovation Training and Certification apply. Call (608)261-6876 or go to the Wisconsin Department of Health Services' lead homepage for details of how to be in compliance.

Wetlands Notice to Permit Applicants

You are responsible for complying with state and federal laws concerning the construction near or on wetlands, lakes, and streams. Wetlands that are not associated with open water can be difficult to identify. Failure to comply may result in removal or modification of construction that violates the law or other penalties or costs. For more information, visit the Department of Natural Resources wetlands identification web page or contact a Department of Natural Resources service center.

Additional Responsibilities for Owners of Projects Disturbing One or More Acre of Soil

I understand that this project is subject to ch. NR 151 regarding additional erosion control and stormwater management standards, and will comply with those standards.

Owner's Signature: _____ Date: _____



City of Lake Geneva
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 Lake Geneva, WI 53147

Permit Number _____
 City use only

ZONING PERMIT APPLICATION

Property located at:

Address: _____
 Tenant Space _____

Tax ID / Parcel Number(s): _____

Owner _____

Address: _____

Phone: _____

Email: _____

Applicant _____

Address: _____

Phone: _____

Email: _____

TO THE ZONING ADMINISTRATOR: The undersigned hereby applies for a permit to do work herein described and located as shown on this application. The undersigned agrees that all work done will be in accordance with the zoning ordinance and all other ordinances of the **City of Lake Geneva** and with all laws of the State of Wisconsin, applicable to said premises. I expressly grant the zoning administrator, or the zoning administrator's authorized agent, permission to enter the premises for which this permit is sought at all reasonable hours and for any proper purpose to inspect the work which is being done.

Signed _____ Agent/ Owner

Work consists of: (check)

- | | | | | |
|--|--|---------------------------------------|--------------------------------------|--|
| <input type="checkbox"/> New Building | <input type="checkbox"/> Addition | <input type="checkbox"/> Alteration | <input type="checkbox"/> Driveway | <input type="checkbox"/> Home Occupation |
| <input type="checkbox"/> Accessory Structure | <input type="checkbox"/> Swimming Pool | <input type="checkbox"/> Fence | <input type="checkbox"/> Sign | |
| <input type="checkbox"/> Erosion Control | <input type="checkbox"/> Temporary Use | <input type="checkbox"/> Tree Cutting | <input type="checkbox"/> Other _____ | |

Site Development Plan: The site development plan shall be submitted as a part of the permit application and should contain the following information drawn to scale:

- Provide survey showing dimensions and area of the lot,
- Location of all existing and proposed structures with distances measured from the lot lines,
- Location of the ordinary high watermark or any abutting navigable waterways, boundaries of all wetlands, floodplains and floodways,
- Existing and proposed topographic and drainage features and vegetative cover,
- Location of existing or future access roads or driveways,
- Description of the type of structure; existing and proposed operation or use of the structure or site

Estimated Cost of Proposed Site Improvements \$ _____

Building Inspector Approval: _____ **Date:** _____ **Fees:** _____



City of Lake Geneva

Deck Construction Requirements & Standards

1. Definitions

- A. Deck: Any structure which serves as a raised horizontal platform on a floor constructed of wood or other materials, without enclosing walls or roof.
- B. Attached Deck: Any deck which is physically connected to the principal building or accessory building; or any deck used for exiting purposes, whether or not physically attached.
- C. Detached Deck: Any deck which is not physically attached to the principal building or accessory structure.

2. Soil & excavation requirements for deck piers or foundations

- A. No pier shall be placed on soil with a bearing capacity of less than 2,000 pounds per square foot unless the pad support is designed through structural analysis.
- B. All organic material (roots, etc) shall be cut off at the sidewalls of the borings or trench. All organic and loose material must be removed from the cavity area prior to pouring concrete.

3. Deck piers, pads and foundations

- A. General footings, pads or piers shall be of adequate bearing area to safely distribute all live and dead loads to the supporting soil without exceeding the bearing capacity of the soil.
- B. Type and size of concrete pads, piers, or foundations.
 - 1. Decks attached to Principal buildings and detached decks used as an exit from the Principal building:
 - a. Concrete Pads: The minimum depth of a pad shall be 48" below grade. The minimum dimensions of this pad shall be 48" in depth and 12" in diameter.
 - b. Piers: The minimum depth of concrete shall be 48" below grade. The minimum dimensions of this pier shall be 12" in diameter. The concrete pier(s) shall extend a minimum of 6" above grade unless an approved mounting bracket is secured at the top surface of the pier(s).

4. Framing

- A. General Requirements:
 - 1. Materials: All wood framing used in deck constructions shall be pressure treated against decay or shall be a species of wood that is natural decay resistant.
 - 2. Design Loading: Decks shall be designed for a minimum of 40 pounds per square foot loading.

5. Beams

- A. Beam Size:
 - 1. All beams shall be sized per DSPS 321.22(3).
 - 2. Beams may be spaced on each side of the post provided that blocking is installed a maximum of 24" on center between the beam members.
- B. Bearing:
 - 1. Beams bearing directly on posts shall be attached by means of approved metal anchors or other approved methods.
- C. Ledger Boards:
 - 1. Ledger Board(s) attached directly to the house or other structures may be used to replace a beam or beams. A single member of equal depth to the required size beam shall be used. The ledger board shall be attached with bolts, lag screws, or ledger locks to the rim joist of the structure. Blocking may be required if structure was constructed with trusses or truss joists. Flashing is required to protect the structure behind the ledger board.

6. Joists

A. Joist Size:

1. All deck joists shall be sized and spaced per DSPS 321.22(i).

B. Bearing:

1. Deck joists shall bear a minimum of 1 ½" on the beam or ledger board. Joists fastened to the face of the beam or ledger shall be attached with an approved metal hanger.

C. Hangers:

1. Shall be fastened in place by the use of manufacturer approved nails or screws.

D. Overhanging of Joists:

1. Joists, which are at right angles to the supporting beam, shall not be cantilevered more than two feet past the supporting beam, unless designed by structural analysis.

7. Decking

A. Material:

1. All decking material shall be a minimum of 1 ¼" nominal thickness. 1" decking may be used provided the joists are spaced no more than 16" on center and that the deck boards are run perpendicular to the joists.

B. Decking Orientation:

1. Decking shall be installed diagonally or at right angles to the joist.
2. Decking shall be centered over the joist with cuts made so that the joint lands on ½ of the joist width. No more than two adjacent boards may break joints on the same joist except at ends and at openings.
3. Composite decking shall be applied per the manufacturer's instructions and span charts.

8. Guardrails and Handrails

A. Guardrails:

1. All decks, which are more than 24" above any grade within five feet of the deck, shall be protected with guardrails.

B. Handrails:

1. Every stairway of more than three risers or 24" shall be provided with a least one handrail. Handrails shall be provided on all open sides of stairways.
2. Stairways must have a grip able handrail on at least one side.

C. Guardrails and Handrail Details:

1. Height:

- a. Handrails shall be located at least 30", but not more than 38", above the nosing of the treads. Guardrails shall be located at least 36" above the surface of the deck.

2. Open Railings:

- a. Open guardrails or handrails shall be provided with intermediate rails, spindles, or an ornamental pattern to prevent the passage of a 4" diameter sphere.
- b. Glazing used for infill must be tempered.

3. Guardrails and Handrail Loads:

- a. Handrails and guardrails shall be designed and constructed to withstand a 200 pound load applied in any direction.

9. Stairway Treads and Risers

A. Risers:

1. Risers shall not exceed 8" in height, measured from tread to tread.
2. Open risers shall prevent the passage of a 4" diameter sphere.

B. Treads:

1. Treads shall be at least 9" wide, measured horizontally from nose to nose.

C. Variation:

1. There shall be no variation in uniformity exceeding 3/8" in the width of a tread, or in the height of risers, between the largest and smallest dimension.

D. Stair Stringers:

1. Shall be supported in accordance to the same manner as used for the deck.
2. Stringer spacing will be determined by the type of tread applied to them.
3. Stringers shall be attached in the same manner as deck joists.

10. Alternate Provisions and Methods

A. Wood Decks: Wood Decks attached to the dwelling and detached decks used as an exit from the dwelling may be constructed to the Uniform Dwelling Code standards listed below:

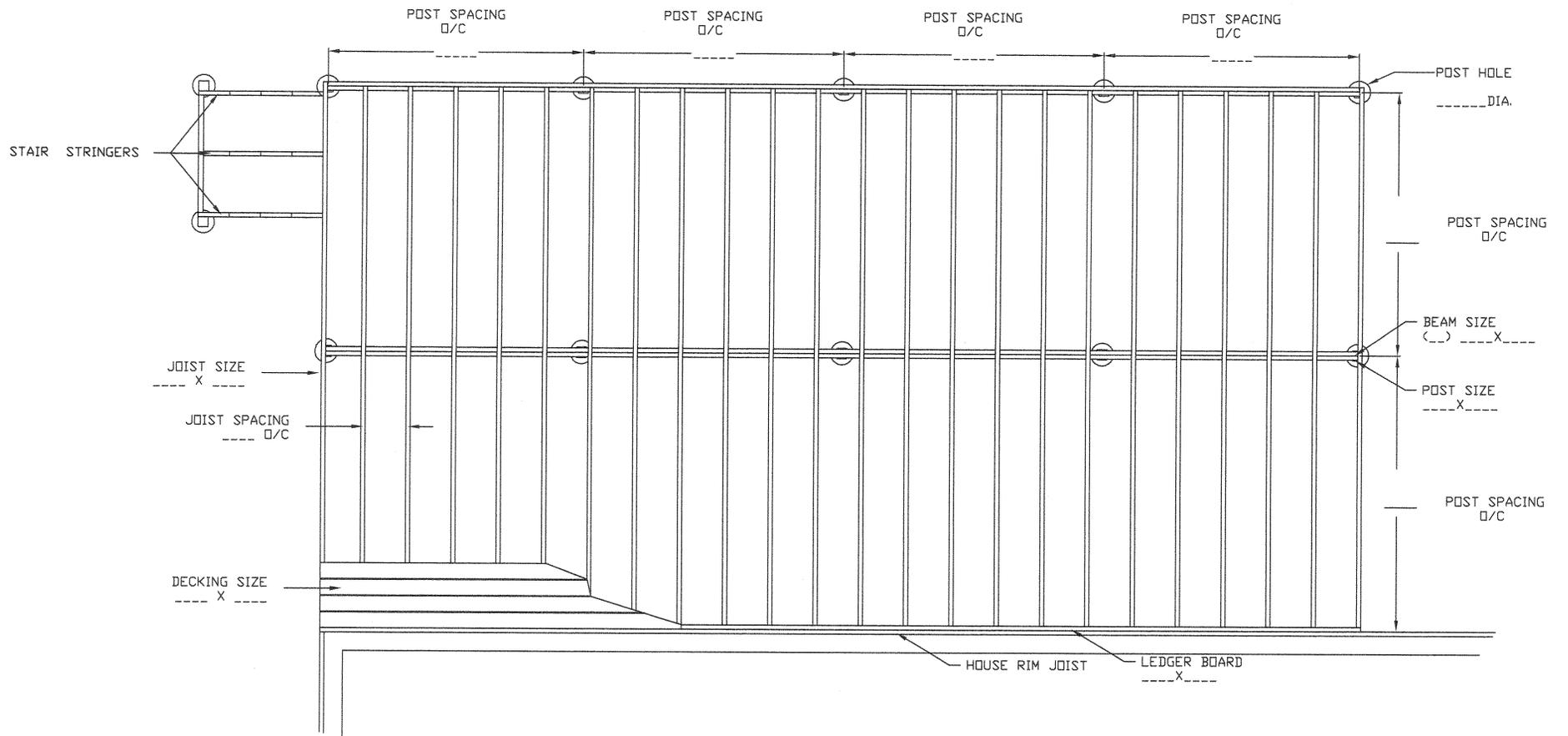
1. Excavation requirements of DSPS 321.14.
2. Footing requirements of DSPS 321.15(1)(f).
3. Frost penetration requirements of DSPS 321.16.
4. Load requirements of DSPS 321.02.
5. Stair, handrail and guardrail requirements of DSPS 321.04.
6. Decay protection requirements of DSPS 321.10.

B. New Materials and Methods:

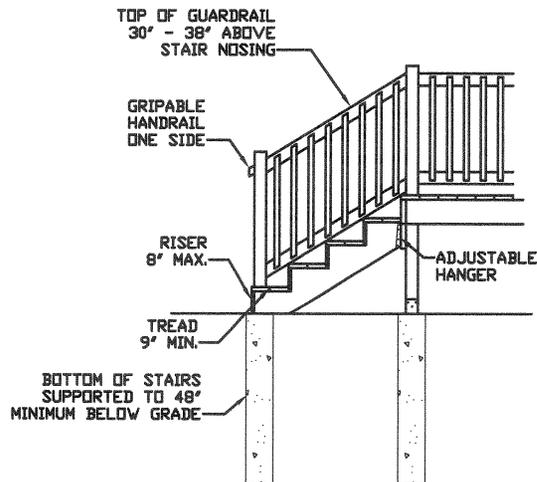
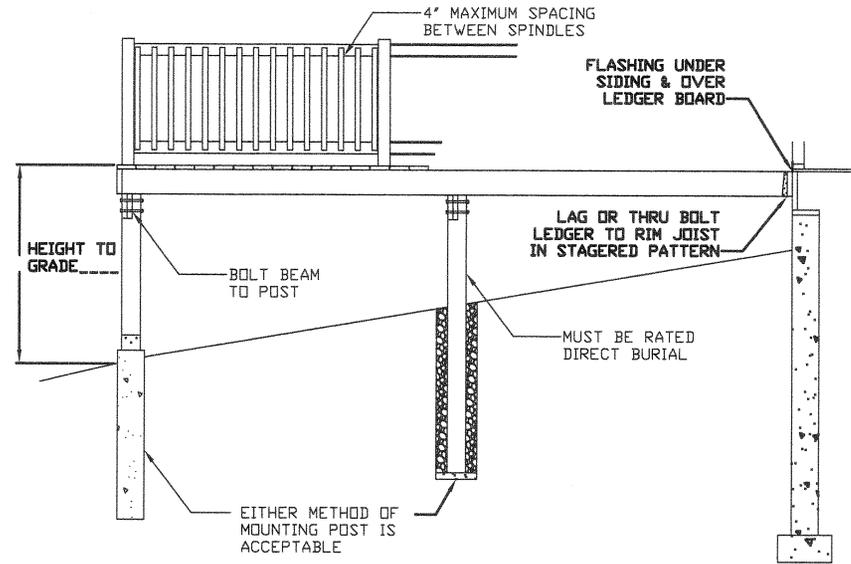
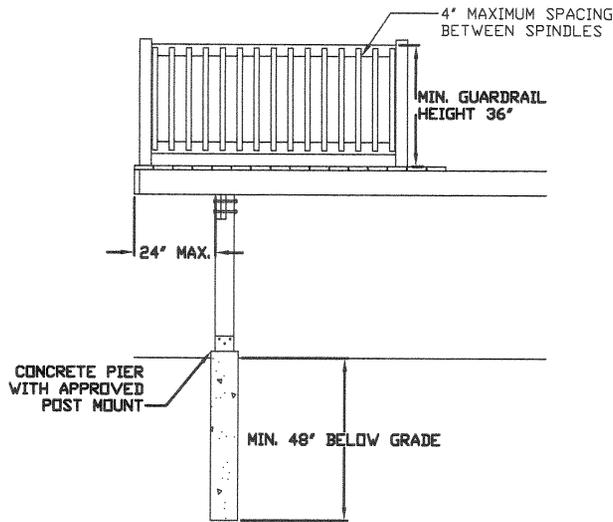
1. Shall comply with DSPS 320-325.

C. Detached Decks Not Serving as Exits Must Have:

1. Concrete pads shall be provided at a uniform depth below grade with all loose or organic material remove from the pad area prior to placement of concrete.
2. Piers shall have a minimum 8" diameter and shall be uniform in depth below grade.
3. Direct burial wood posts shall be placed on a minimum 2" nominal pressure treated plate or other approved materials at a uniform depth below grade. Post shall be treated to CCA.60 or equivalent for direct soil contact.
4. Ground contact framing shall be allowed for decks which are less than 24" above grade. All material in direct contact with the soil shall be treated to CCA.60 or equivalent.



EXAMPLE ONLY (NTS)

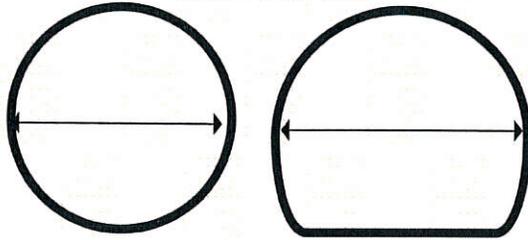


NOTE:
 GUARDRAILS ONLY REQUIRED ON DECKS THAT ARE 24" OR MORE ABOVE GRADE WITHIN THREE FEET OF EDGE OF DECK.

EXAMPLE ONLY (NTS)

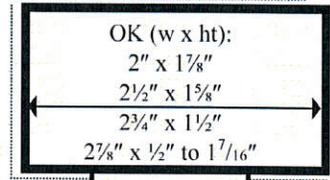
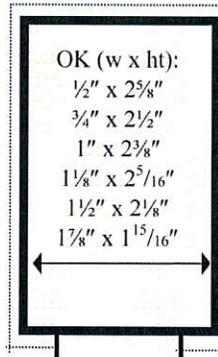
321.04 (3) (b) 5. HANDRAIL SHAPES

ROUND



← MAXIMUM 2" DIAMETER →

RECTANGULAR



← MAXIMUM 2 7/8" CROSS SECTION →

Maximum 6 1/4" gripping surface including minimum 1/4" recess on each side

OTHERS

