



**Note:**

- Before digging the deck post holes call **JULIE** at 1-800-892-0123 and allow 2-3 working days for a free location of buried utilities. Record your locate number.
- Verify that the proper screws, nails and fasteners are being used for the material that you have selected. This is very important since some securing applications are not to be used with certain materials.

**Permit requirements:**

- Submit a current plat of survey showing the size and exact location of the structure on the lot.
- Provide plans showing the design, pier locations, railings and type of materials being used.
- The deck or porch must be placed a minimum of 5 feet from the property line and cannot be placed on any easement without written permission from all utilities or an encroachment affidavit is signed.
- All adopted building codes are applicable and shall be followed.

**Construction Requirements: Based on #2 Standard & Better Lumber**

**Columns:**

Columns are vertical members which support the deck or porch structure. Columns are to be supported by piers within the concrete or on top following these guidelines. All post holes are to be **42 inches deep**.

- A. 6X6 columns encased in concrete—minimum 12 inch diameter.
- B. 6X6 columns attached to the top of the pier—minimum 12 inch diameter.
- C. 4X4 columns attached to the top of the pier—minimum 10 inch diameter.

Columns placed on top of piers require the proper connectors to keep the wood off of the concrete and secured to prevent lateral movement.

**Ledgers:**

Ledger boards support the joist and are connected to the building face. Joists are framed into a ledger at right angles and require the proper joist hanger for support. Holes in the wood ledger board shall be sealed with 100% Silicone Rubber Sealant with 50 year durability. Ledger boards attached to a building shall have flashing installed so that water can't leak behind the ledger board. Lag bolts shall be staggered up and down the ledger board at approximately 1/3 the height and shall provide a good mechanical connection to the building.

**Beams:**

Beams are horizontal members which transfer or carry the loads from one of the support members to another. Beams are usually framed into columns and usually support the floor joist. All beams shall be connected to the columns using a steel support system approved for this application. Where beams are connected to the sides of columns they shall be through bolted with 2 bolts and washers. The bolts shall be 3/8 inch minimum size. Carriage bolts are not permitted.

**Joists:**

Joists span from support beam to support beam or from ledger board to ribbon joist (band joist) and are to be spaced 16 inches or 24 inches maximum on center depending on design criteria. If joist are framed from ledger board to ribbon board they shall have the correct size joist hangers installed with the proper fasteners.

### **Maximum Joist Span at 16 inches on Center**

2X6	9-4 feet
2X8	12-3 feet - one row solid bridging
2X10	15-5 feet - one row solid bridging
2X12	17-10 feet - two rows solid bridging

### **Maximum Joist Span at 24 inches on Center**

2X6	8-1 feet
2X8	10-3 feet - one row solid bridging
2X10	12-7 feet - one row solid bridging
2X12	14-7 feet - two rows solid bridging

Some wood alternatives require 12 inch centers and have different installation requirements. Make sure that you follow the manufacturer's installation instructions.

#### **Deck Topping:**

If you are building a porch use the correct thickness of plywood or equal. If you are building a deck, the decking shall be tightly affixed to the joists with nails or deck screws. Decking must be sufficiently secured to prevent warping. Spacing shall not be such that gaps would impair the safety of people using the deck. Recommended spacing is not more than 1/4 inch apart.

#### **Ramps:**

Ramps shall follow the ADA requirements. Handrails shall be provided on both sides. A landing shall be provided at the top and bottom or where doors enter onto ramps.

#### **Stairways:**

Stairways shall not be less than 36 inches in clear width at all points above the permitted handrail height. The maximum stair riser height shall not exceed 7-3/4 inches and the minimum tread depth shall not be less than 10 inches. Open risers are not permitted.

#### **Railings:**

Railings or guardrails are required wherever the deck or porch is more than 30" above finished grade. Guardrails and railings wrap around the deck and are not to be less than 36 inches in height. Guardrails shall not create a ladder effect or be installed in a horizontal manner or other ornamental patterns that result in a ladder effect. Baluster maximum spacing is 4". Balusters on stairways maximum spacing is 4 3/8". Railings installed along open stairs sides are not to be less than 34 inches in height or not greater than 38 inches in height measured vertically from the nosing of the treads on at least one side of the stairway. Handrails shall terminate in a newel post or safety terminals. Handgrips shall have a circular cross section of 1-1/4 inches minimum to 2-5/8 inches maximum. Bottom rails shall be installed to prevent a 6 inch sphere from passing through the stair tread and the rail.

#### **Required Inspections:**

1. 24 hour notice shall be given for any inspection.
2. When the post holes are dug prior to filling the holes with concrete.
3. When the framing is complete prior to the decking being fastened to the joist. This is especially important if the deck is located close to the ground.
4. Final inspection when complete.



**COMPLETE THIS FORM AND SUBMIT WITH YOUR PERMIT APPLICATION**

Construction Address: \_\_\_\_\_

Owner's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Applicants Name: \_\_\_\_\_ Phone: \_\_\_\_\_

DECK SIZE: \_\_\_\_\_ X \_\_\_\_\_

HEIGHT ABOVE GROUND: \_\_\_\_\_ FEET \_\_\_\_\_ INCHES

RAILING HEIGHT: \_\_\_\_\_ FEET \_\_\_\_\_ INCHES

SPACE BETWEEN BALUSTERS/PICKETS: \_\_\_\_\_ INCHES

SIZE OF BEARING POSTS: \_\_\_\_\_ X \_\_\_\_\_

DEPTH OF POST HOLE: \_\_\_\_\_ INCHES

SIZE OF FLOOR JOIST: \_\_\_\_\_ X \_\_\_\_\_

LENGTH OF FLOOR JOIST: \_\_\_\_\_ FEET \_\_\_\_\_ INCHES

SIZE OF SUPPORT BEAMS: \_\_\_\_\_ X \_\_\_\_\_

POST SPACING FOR BEAM: \_\_\_\_\_ FEET \_\_\_\_\_ INCHES

STAIR WIDTH: \_\_\_\_\_ FEET \_\_\_\_\_ INCHES

THREAD WIDTH: \_\_\_\_\_ INCHES RISE: \_\_\_\_\_ INCHES

HAND RAIL HEIGHT: \_\_\_\_\_ FEET \_\_\_\_\_ INCHES

**General Permit  
Application**



Building Standards Department  
111 N. Michigan AV, Bradley, IL 60915  
Phone 815-933-5008 Fax 815-933-5068

PERMIT# \_\_\_\_\_

Construction Address: \_\_\_\_\_ Construction Cost: \_\_\_\_\_

Property Owner: \_\_\_\_\_ Phone: \_\_\_\_\_

Property Owner Address: \_\_\_\_\_

City/ST: \_\_\_\_\_ Zip: \_\_\_\_\_

Applicant/Contractor Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Contractor Address: \_\_\_\_\_

**Brief Job Description:** \_\_\_\_\_

**I hereby declare** that all statements are true to the best of my knowledge and belief. It is my understanding that no error or omission in either the specifications, plans, survey or application, whether said plans or application has been permitted, shall permit or relieve the applicant, from having all work completed in any other manner than that allowed by the Village of Bradley Codes and Ordinances and the Statutes of the State of Illinois.

**I hereby authorize** the applicant and those listed on the contractors list, to perform any/all work necessary to complete the requirements of this permit.

Signature of Owner: \_\_\_\_\_ Date: \_\_\_\_\_

OR

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**All trades and contractors shall be licensed in the county. Contractor(s) who performed the work shall be present for all inspections. No work shall be started until the permit application has been approved and the permit card is posted on the property in plain view from the street.**

**PERMIT EXPIRES SIX (6) MONTHS AFTER DATE OF ISSUANCE**

**OFFICE USE ONLY**

ITEM	DATE FORM GIVEN	DATE RECEIVED	DATE APPROVED
Plans (2 Sets Required)			
Plot Plan			
Plan Review Sheet			
Energy Code Checklist			
Contractor List			
Copy of Recorded Deed			
Zoning Of Property			

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

Permit Fee: \_\_\_\_\_ Date Paid: \_\_\_\_\_ Cash Charge Check#: \_\_\_\_\_