

**CUSTOMER ASSISTANCE GUIDE**  
**BUILDING PERMIT APPLICATION SUBMITTAL REQUIREMENTS**

**DECKS**

- Please read all of the following information.
- The following is a checklist. You must have a "checkmark" in all the sections listed below prior to submitting your application.

\_\_\_\_\_ "Affidavit of Exemption" (See attached form) If you are hiring a contractor to construct your deck, and they have workers' compensation, have the contractor or their insurance carrier provide us with a "Certificate of Insurance" showing proof of such. If the homeowner or a contractor without workers' compensation is constructing the deck, the attached form must be completed and notarized.

\_\_\_\_\_ A site plan showing the proposed deck, the width and length of the deck, the distances in feet, to the front, sides, rear property lines, and the height of floor surface above grade at highest point.

\_\_\_\_\_ Three (3) sets of construction drawings that show in detail code compliance for all of the work proposed, to include but not limited to the following information;

- \_\_\_\_\_ Floor joist size, species and grade of wood.
- \_\_\_\_\_ Floor joist spacing (16" or center, 24" on center etc:).
- \_\_\_\_\_ Span of floor joist (clear distance between supports).
- \_\_\_\_\_ Attachment to existing structure (bolts or lags, with sizes and spacing).
  - Ledger shall not be supported on brick or stone veneer.
  - Flashing detail.
- \_\_\_\_\_ Depth of post footing below finished grade. (shall be below frost line).
- \_\_\_\_\_ Guardrail height from floor of deck, (36" minimum)
- \_\_\_\_\_ Guardrail on stairs (34" minimum measured vertically from nose of tread).
- \_\_\_\_\_ Spacing of balusters. (maximum 4").
- \_\_\_\_\_ Stairs – Riser height and tread depth. (Rise 8 ¼" maximum depth 9" minimum).
- \_\_\_\_\_ Stairs – Handrail height (from nose of tread, minimum 34", maximum 38").
- \_\_\_\_\_ Handrail grip size – if circular must have a cross section of 1 ¼" minimum to 2" maximum.
- \_\_\_\_\_ Width of stairs (36" minimum)
- \_\_\_\_\_ Lateral bracing detail.

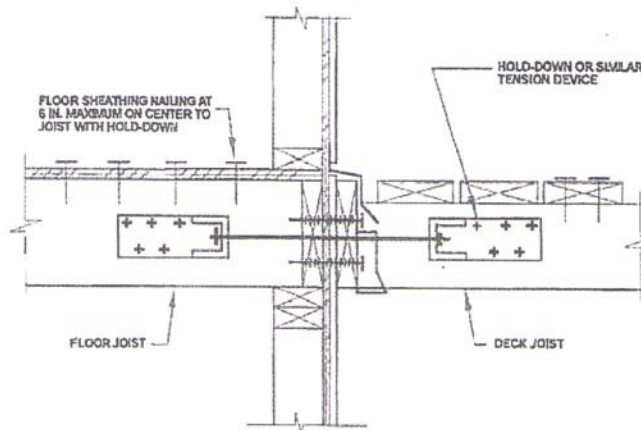
\_\_\_\_\_ Completed building permit application.

MDIA will review plans submitted to determine code compliance. If the minimum submittal requirements are not met, we will ask the applicant to supply additional information. If the minimum requirements are met, the plans will be marked "approved". A building permit will be issued and the applicant will be notified of the inspection fees and when they can pick-up the permit at the Municipal Building. All fees shall be paid prior to the issuance of the permit. Then use the inspection procedures provided to have all of the required inspections performed.

**TABLE R502.2.2.1**  
**FASTENER SPACING FOR A SOUTHERN PINE OR HEM-FIR DECK LEDGER**  
**AND A 2-INCH NOMINAL SOLID-SAWN SPRUCE-PINE-FIR BAND JOIST<sup>a,c</sup>**  
 (Deck live load = 40 psf, deck dead load = 10 psf)

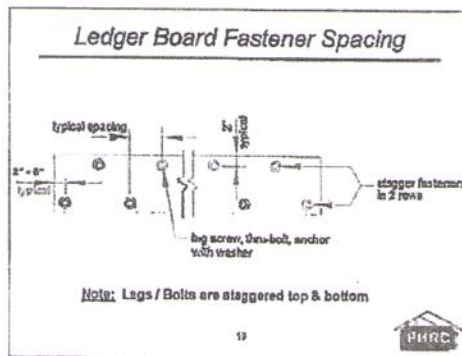
JOIST SPAN	6' and less	6'1" to 8'	8'1" to 10'	10'1" to 12'	12'1" to 14'	14'1" to 16'	16'1" to 18'
Connection details	On-center spacing of fasteners <sup>d,e</sup>						
1/2 inch diameter lag screw with 15/32 inch maximum sheathing <sup>a</sup>	30	23	18	15	13	11	10
1/2 inch diameter bolt with 15/32 inch maximum sheathing	36	36	34	29	24	21	19
1/2 inch diameter bolt with 15/32 inch maximum sheathing and 1/2 inch stacked washers <sup>a, b</sup>	36	36	29	24	21	18	16

- For SI: 1 inch = 25.4 mm, 1 foot = 304.8 mm; 1 pound per square foot = 0.0479 kPa.
- The tip of the lag screw shall fully extend beyond the inside face of the band joist.
  - The maximum gap between the face of the ledger board and face of the wall sheathing shall be 1/2".
  - Ledgers shall be flashed to prevent water from contacting the house band joist.
  - Lag screws and bolts shall be staggered in accordance with Section R502.2.2.1.1.
  - Deck ledgers shall be minimum 2 x 8 pressure-preservative-treated No. 2 grade lumber, or other approved materials as established by standard engineering practice.
  - When solid-sawn pressure-preservative-treated deck ledgers are attached to a minimum 1 inch thick engineered wood product (structural composite lumber, laminated veneer lumber or wood structural panel band joist), the ledger attachment shall be designed in accordance with accepted engineering practice.
  - A minimum 1 x 6 1/2 Douglas Fir laminated veneer lumber rimboard shall be permitted in lieu of the 2-inch nominal band joist.
  - Wood structural panel sheathing, gypsum board sheathing or foam sheathing not exceeding 1 inch in thickness shall be permitted. The maximum distance between the face of the ledger board and the face of the band joist shall be 1 inch.



For SI: 1 inch = 25.4 mm.

**FIGURE 502.2.2.3**  
**DECK ATTACHMENT FOR LATERAL LOADS**



Note: Lags / Bolts are staggered top & bottom





**OHIOVILLE BOROUGH / BEAVER COUNTY, PENNSYLVANIA  
APPLICATION FOR BUILDING PERMIT  
(ORDINANCE NO. 8 ENACTED AND ORDAINED FEBRUARY 7,1963)**

Permit No. \_\_\_\_\_

Date of Application: \_\_\_\_\_

Home No. ( ) \_\_\_\_\_

Name of Property Owner: \_\_\_\_\_

Work No. ( ) \_\_\_\_\_

Cell No. ( ) \_\_\_\_\_

Property Owners Address: \_\_\_\_\_  
\_\_\_\_\_

Location of Property: \_\_\_\_\_

Parcel No. \_\_\_\_\_

Name of Subdivision / Plan: \_\_\_\_\_

Lot No. \_\_\_\_\_

Name of Contractor: \_\_\_\_\_

Contractor's \_\_\_\_\_

Address of Contractor: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone No: ( ) \_\_\_\_\_

Total Size / Acreage of Tract \_\_\_\_\_

Setbacks: Front \_\_\_\_\_ Left Side \_\_\_\_\_

Size Yard: Front \_\_\_\_\_ RSide \_\_\_\_\_

Right Side \_\_\_\_\_ Rear \_\_\_\_\_

LSide \_\_\_\_\_ Rear \_\_\_\_\_

Drawing of Lot/Property: List neighbors on all sides, roads boarding property/lot, all buildings and or structures on lot. (include sheds ,swimming pools etc. approximate locations)

State all deed restrictions and covenants, if any, governing construction on the property to be built upon:

\_\_\_\_\_  
\_\_\_\_\_

Type of Improvement or Construction: (must be submitted in detail) Residential / Commercial (Circle One)

IE: New Construction, Addition, Alteration/Improvement,

\_\_\_\_\_

Type of Building: IE: Dwelling, Mobile Home, Modular Home, Garage, Pole Barn, Deck, Deck/Roof, Swimming Pool, Pool/Deck, Other \_\_\_\_\_

Having dimensions of: \_\_\_\_\_ No.of stories \_\_\_\_\_

Decks only: \_\_\_\_\_ inches above grade of deck floor

Pools only: Size \_\_\_\_\_ Refer to Ordinance No. 123 for details.

List type of materials to be used: IE - Wood, Brick, Concrete Block, Vinyl Siding, Etc.

Estimated Cost of Construction/Improvement: \_\_\_\_\_ Estimated length of time for project \_\_\_\_\_

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Type of Water Supply: \_\_\_ City, \_\_\_ Drilled Well, \_\_\_ Dug Well, \_\_\_ Cistern, \_\_\_ Spring

Type of Sewage Disposal System: \_\_\_ Septic Tank, \_\_\_ Sand Mound, \_\_\_ City, \_\_\_ Other \_\_\_\_\_

(If applicable) Has application / permit been made to install a Sanitary Sewage System? Yes \_\_\_ No \_\_\_  
If yes give Permit No. \_\_\_\_\_

Property owner is responsible for submitting all plans and proposed work as requested when making application. Missing and or incomplete information may delay issuance of permit.

**BUILDING PERMIT FEES ARE DUE AT THE TIME APPLICATION IS MADE AND ARE NON-REFUNDABLE**

Thank you.

Date: \_\_\_\_\_ Signature of Applicant: \_\_\_\_\_  
Home Owner \_\_\_\_\_ Other \_\_\_\_\_

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**Borough Use Only**

Date application received: \_\_\_\_\_

Is UCC inspection required: Yes \_\_\_\_\_ No \_\_\_\_\_

Affidavit \_\_\_\_\_ and or Insurance Information on file \_\_\_\_\_ (check one)

Amount of Fees received: Borough \_\_\_\_\_ L&I \_\_\_\_\_ MDIA \_\_\_\_\_

Date of Issuance of Permit: \_\_\_\_\_

Permit No. \_\_\_\_\_

If permit is refused, give reason: \_\_\_\_\_

**Borough of Ohioville**

Signed: Person Issuing Permit \_\_\_\_\_

Title \_\_\_\_\_