



DECK GUIDE

CITY OF WAUPACA

Apply for the Permit

Please plan ahead when applying for your permit. We suggest that you apply for the permit a minimum of 2 weeks prior to your start date.

Make sure all of the required information is included and submit to the Department by email: cedinfo@cityofwaupaca.org





CITY OF WAUPACA
DEPARTMENT OF INSPECTION
111 S. MAIN STREET
WAUPACA, WI 54981
PHONE: 715-942-9908 · FAX: 715-258-4426

DATE: _____

APPLICATION FOR DECK/PORCH PERMIT

PAGE 1 OF 2

PROPERTY OWNER'S NAME: _____
MAILING ADDRESS: _____
PHONE NO: _____ **EMAIL ADDRESS:** _____

APPLICANT'S NAME*: _____
MAILING ADDRESS: _____
PHONE NO: _____ **EMAIL ADDRESS:** _____
 *IF TENANT IS APPLYING FOR PERMIT, A SIGNATURE IS NEEDED FROM PROPERTY OWNER ALLOWING PROJECT.

CONTRACTOR'S NAME: _____ **PHONE NO:** _____
MAILING ADDRESS: _____ **EMAIL ADDRESS:** _____
DWELLING CONTRACTOR LICENSE #: _____ **EXPIRATION DATE:** _____
DWELLING CONTRACTOR QUALIFIER #: _____ **EXPIRATION DATE:** _____

PROJECT ADDRESS: _____ **PARCEL NO:** _____ **ZONING:** _____
OCCUPANCY: 1 & 2 FAMILY COMMERCIAL INDUSTRIAL INSTITUTIONAL ACCESSORY
PROJECT COST: \$ _____

PROJECT INFORMATION

Deck Dimensions: _____ x _____ <small>size of deck (length x width)</small>	Ramp Dimensions: _____ x _____ <small>size of deck (length x width)</small>
<small>height above ground</small>	Slope: _____ : _____
Material Used: <input type="checkbox"/> Treated wood <input type="checkbox"/> Redwood <input type="checkbox"/> Cedar <input type="checkbox"/> Other _____	
Step Dimensions: _____ <small>Height Depth (front to back) Width (side to side) Number of steps</small>	
Deck Height exceeding 24 inches above ground: Guard rail height: _____ (min 36 inches) Handrail height: _____ (30-38 inches)	
Will the deck be located under electrical lines? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, number of feet above deck: _____ <small>The National Electrical Code required minimum clearances for electric meters and overhead service wires. Please check with the City for more detailed information.</small> <small>Every deck must have an electrical outlet along the perimeter of the deck and within 6.5 feet of the floor in accordance with NEC Section 210.52(e)(3).</small>	

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.

NOTICE: The City of Waupaca permit only authorizes construction/use pursuant to City ordinances and regulations. The construction/use contemplated by this application may require approvals and/or permits under County or State rules, regulations and ordinances. It is the sole responsibility of the owner/applicant to obtain such approvals/permits. The applicant certifies that the information provided is accurate. A permit is void if issued in error or under a misstatement of fact.

APPLICANT'S SIGNATURE: _____ **DATE:** _____

PROPERTY OWNER'S SIGNATURE (IF APPLICABLE): _____ **DATE:** _____



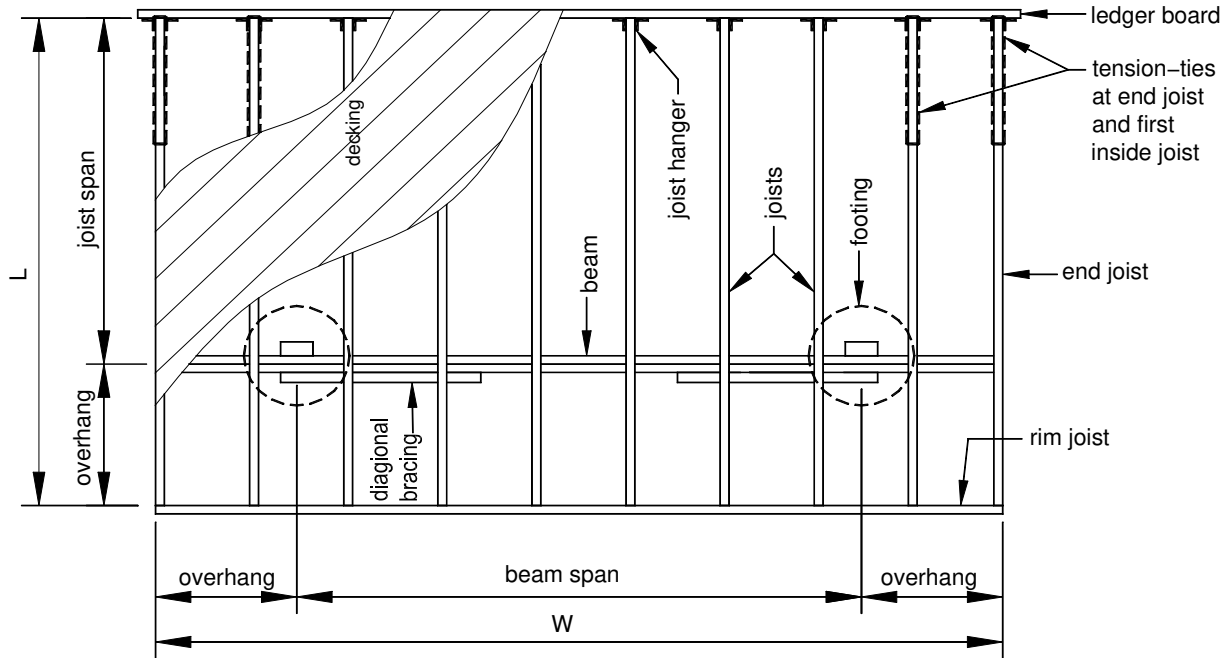
APPLICATION FOR DECK/PORCH PERMIT

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Published under s. 35.93, Wis. Stats., by the Legislative Reference Bureau.

SAFETY AND PROFESSIONAL SERVICES **SPS 320 to 325 Appendix B**

**Figure 35
TYPICAL DECK FRAMING PLAN**



Decking: 2x4 2x6 five-quarter board wood-plastic composite (per ASTM D 7032)
 Other decking, evaluation report number: _____

Joists: size: 2x6 2x8 2x10 2x12 spacing: 12 in. 16 in. 24 in.
joist span dimension: _____ ft. – _____ in.
overhang: Yes No overhang dimension: _____ ft. – _____ in.
rim joist: 2x6 2x8 2x10 2x12

Beam(s): number of plies: 2 3 size: 2x6 2x8 2x10 2x12
overhang: Yes No overhang dimension: _____ ft. – _____ in.

Posts: size: 4x4 4x6 6x6 height: _____ ft. – _____ in.

Footings: size: _____ in. square round thickness: _____ in.

Ledger: ledger board size: 2x8 2x10 2x12 Not applicable (free-standing deck)
fastener: Through bolt Lag screw Wood screw
 Expansion anchor Adhesive anchor

Lateral support: Tension-tie Diagonal bracing, size: 2x
(not permitted for free-standing deck)

Deck size: L= _____ ft. – _____ in. W= _____ ft. – _____ in.