Requirements for Deck Submittals

- Application for Plan Review: see attached
- Application for Permit: see attached
- Waiting period for plan review may be up to 30 days.
- Local zoning codes are applicable
- If your project is visible from the right of way (Front Porch) you may need Architectural Board of Review: see attached
- 2019 Residential Code of Ohio can be found here [https://codes.iccsafe.org/content/document/1411](https://codes.iccsafe.org/content/document/1411)

When do I need to call for inspections?

- When post holes are dug and before setting posts (42” min. depth, 36” top of footer).
- When framing is complete. If it will not be visible at completion, inspection is required before flooring or decking is installed.
- When rough-in of any electrical work is completed.
- When the deck is finished.
- It is the contractor’s or homeowner’s responsibility to call the Division of Housing & Building for inspections.

Plan Submittal Examples

The applicant will need to provide a site plan and deck plan with all required information. The site plan and deck plan attached are intended to show the type of information and format recommended.

The detail sheets attached in this packet are strictly for informational purposes only. The sheets show code compliant connection, and framing methods, and other industry standards in accordance with the 2019 Residential Code of Ohio.

Exceptions

Any deck that meets all four criteria below is not subject to building code review, but a permit is required for zoning approval. A site plan, as noted above, must be provided showing deck location.

- Under 200 Sq. Ft.
- The deck stands less than 30” above grade
- The deck is not attached to the primary structure
- The deck does not serve the required egress door.

(Rev. 10/21/2019)
DECK FOR THE JOHNSON RESIDENCE
24201 STREET NAME
NORTH OLMIEST, OHIO 44070

INDEX OF DRAWINGS
SITE PLAN
DECK PLAN
SHEET 1-STAIRS, DETAILS, BRACING
SHEET 2-FOOTING, BEAM, LEDGER
SHEET 3-GUARDS, HANDRAILS
(sheet 3 is not required if there are no
guards or handrails)

PERSON RESPONSIBLE FOR PLAN PREPARATION
JANE SMITH
25300 ROAD NAME
NORTH OLMIEST, OHIO 44070
440-555-1234

SITE PLAN
SCALE: 1"=30'

Checklist of items usually required when a deck plan is
submitted:
• Framing plan, to scale NLT 1/4"=1'-0" w/ portion of
  existing house with doors, windows, adjacent rooms.
• Switched light fixture and exterior outlet. Note if
  existing or new.
• Deck and grade elevations (below the adjacent
  floor line).
• Ledger, joist sizes and spacing.
• Beam/girder sizes.
• Footing sizes, including footings for the stairs.
• Column/post sizes.
• Locations of guards and handrails. Note: guards
  are N/R for decks less than 30' above grade and
  handrails are N/R for stairs with fewer than 4 risers.
• Dimensions in both major directions (top to bottom
  and left to right) showing overall and post
  locations, stair riser and tread dimensions.
• Site plan to scale NLT 1"=30' showing all buildings
  and the deck dimensioned to lot lines.
• All details: footing to column, column to beam, beam
to joists, ledger, stairs, handrails, guards.
Figure 24, Example Guard Detail.

- 2x2 baluster, typical
- 2x6 or 2x4 spindel rail cap: attach to guard post with (3) 8d or (2) 16d common nails with 0.148" nominal diameter
- 2x4 top and bottom: attach to guard post with (2) 8d or (2) 16d common nails with 0.148" nominal diameter
- Openings shall not allow the passage of a 4" diameter sphere
- 2" min. between posts
- (2) 1/2" dia. through-bolts and washers

Figure 25, Guard Post to Outside-Joist Example.

Guard posts may be located on either side of the outside-joist

Guard post

(2) 1/2" dia. through-bolts and washers

2" min.

2-1/2" min., and 5" max.

2" min.

Outside-joist

2x8 (nom.)

2x6 (nom.)

Alternate attachment of hold-down anchors to framing members possible per manufacturer's instructions.

Figure 26, Guard Post to Rim Joist Example.

See Figure 24 for guard component attachment requirements

Guard post

Rim joist

Hold-down anchor

Joist

Minimum (2) 1/2" diameter through-bolts and washers

2" min.

2-1/2" min., and 5" max.

Sheets 3 - Guards, Handrails
Application for Residential Plan Approval

For projects subject to the provisions of the Residential Code of Ohio, including detached one-, two-, and three-family dwellings and structures accessory to those dwellings except as indicated by RCO section 101.2, Scope.

Project Building Location

*Street Address

*Owner Occupied? □ Y □ N

*Owner Name

*Owner Phone Number

Project Information: RCO 107.2

(Choose one that best describes the project)

Basic Project Types:

□ New Home □ Alteration

□ Demolition of Principle Structure □ Addition

Miscellaneous Project Types:

□ Garage □ Rear Deck □ Front Porch

□ Siding □ Cabinets □ Fixture Replacement

□ Paving >100sf □ Shed >120sf □ Fence

□ Swimming Pool □ Waterproofing □ Water Controlling

Equipment Installation or Replacement:

□ Water Heater □ Furnace or A/C □ Boiler

□ Electrical Panel □ Solar Power □ Solar Heating

Project Extents:

(Include total area and total cost including sub-trades)

*Total Project Area (SF)____________________

*Valuation (Project Cost):____________________

*Project Description:

(Include project name, location, scope of work, etc.)

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

Construction Documents:

*No. of Sets: _______ *Date on Plans: ____________

Applicant Information: RCO 107.2

(Owner or designated representative)

*Name

*Business Name

*Street Address

*City, State, Zip

*Phone Number

*Email Address

Registered Design Professional

(Person primarily responsible for preparation of documents)

☐ Architect ☐ Engineer ☐ Certified Fire Protection Designer ☐ N/A System Designer

Name __________________________

Firm or Business __________________________

Certificate/ Registration # __________________________

Street Address __________________________

City, State, Zip __________________________

Contact Person __________________________

Phone Number __________________________

Email Address __________________________

Certification: RCO 107.2

(Owner or designated representative)

I certify that I am the building ☐ Owner ☐ Owner's Authorized Agent. All information contained in this application is true, accurate and complete to the best of my knowledge. All official correspondence in connection with this application should be sent to my attention at the address shown above. I consent to these plans being reviewed in the order of plans examination determined by the building official.

*Signature __________________________

*Print Name __________________________

*Date of Application __________________________

Building Department Use

(To be completed by Building Department staff)

Case Number __________________________

Date Received __________________________

Received By __________________________

Other Approvals Required: prior to permit issuance (check all that apply)

Dye Test: □ Y □ N □ N/A

Engineering: □ Y □ N □ N/A

Planning / Zoning: □ Y □ N □ N/A

Plan Review Fees:

(check all that apply)

☐ Outsized Plans Examiner ☐ Stormwater Review
Case #: 

City of Lakewood Division of Housing and Building
12650 DETROIT AVENUE • LAKEWOOD, OH 44107 • (216) 529-6270 • Fax: (216) 529-5930

Building Permit Application

PROJECT ADDRESS: Suite/Unit #

or PERMANENT PARCEL NUMBER:

PROPERTY CLASSIFICATION: □ 1, 2 or 3 Family □ Commercial (includes multifamily and condominiums)

USE DESCRIPTION: (1-Family, Retail, Restaurant, etc.) □ Change of Use?

PERMIT TYPE: □ Building □ * Plumbing □ * Mechanical □ * Electrical *(complete reverse side)

RELATED CASES: □ Correction Notice □ Plan Review □ A.B.R. Approval □ Case Number:

SCOPE OF PERMIT (Check all that apply):
□ New Primary Structure □ Addition □ Alteration □ Repair □ Equip. Replacement □ Commercial Sign
□ Tent or Temporary □ Rear Deck □ Shed □ Pool □ Water Controlling □ Waterproofing
□ Commercial Hood □ Fire Suppression □ Fire Alarm □ HVAC □ Refrigeration
□ Demolition □ Paving □ Storm Sewer □ Other (Please specify):

* VALUATION: (cost of the work) $ PROJECT SIZE: (in square feet)

DESCRIPTION OF WORK: (Include scope, dimension, location) □ DRAIN □ NO DRAIN

PROPERTY OWNER NAME: Phone:

Business Name (if applicable) Email:

Mailing Address: City: State: Zip:

CONTRACTOR NAME: Phone:

License/Reg. No.: Email:

Mailing Address: City: State: Zip:

ARCHITECT/ENGINEER: Phone:

Mailing Address: City: State: Zip:

I hereby certify all information contained in this application is true, accurate and complete to the best of my knowledge. Furthermore, I am the property owner of record; or an authorized representative of the contractor registered with the city of Lakewood listed above and authorized by the property owner to perform the work described. I am primarily responsible for the work described and agree to abide by the applicable provisions of law and building codes adopted by the state of Ohio and the City of Lakewood. All subcontractors working under my direction shall be registered with the City of Lakewood. Perpetuation of fraud or misrepresentation including contractors or property owners obtaining permits on behalf of an unregistered contractor is a violation of LCO §1306.89 and punishable by fines, jail time and revocation of contractor registration.

SIGNATURE OF CONTRACTOR / OWNER DATE Anticipated Completion Date: ____________________

Rev.: 06/17/2016