



# VILLAGE OF TWIN LAKES

108 East Main Street P O Box 1024 Twin Lakes, Wisconsin 53181  
Phone (262) 877-2858 Fax (262) 877-4019

## PROCEDURES FOR OBTAINING DECK PERMITS IN THE VILLAGE OF TWIN LAKES

1. **Complete the Village of Twin Lakes Building Permit Application Form**
  - Property owners full name.
  - Property owner's year round mailing address to include zip code and telephone number.
  - Contractor's full name, address, license number\* and telephone number.

**Project Location**

  - Address.
  - Parcel number

**Project Data**

  - Framing plans showing the size of deck.
  - Elevation of drawings showing side view of deck.
  - Proposed distance of wood frame deck from adjacent grade (ground).
  - Sign and date permit application.
  - Framing details:
    - Size of floor joist.
    - Distance between floor joists (on centers).
    - Span between supports.
    - Size of ledger.
    - Size of beam or girder.
    - Span of beam or girder between supports (column, piers or posts).
    - Guardrail size, height, spindle spacing.
    - Stair details, size of treads, height of risers.
    - Handrail height and size (grippable surface).
    - Pier size (diameter of post holes).
    - Pier depth.
    - Fastening schedule (nail and bolting pattern of framing members).
    - Material list, if applicable.
  
2. **Submit Detailed Site Plan and/or Survey**
  - Site plan or survey shall show all of the following information:
    - Self-drawn site plans shall be drawn to an accurate scale (Example 1" = 20').
    - Show and label streets.
    - Driveway and size.
    - Dimension of dwelling, sheds, garages and decks.
    - Location of potable water well.

- Location of utilities; i.e., overhead electrical services, underground electric services, natural gas.
- Size of parcel.
- Depict the proposed fence with small crosses "X" or highlight area of proposed fence.
- Copy of contractor's proposal or estimate, if applicable.

**Any additional information to help determine compliance with national, state and local codes (optional at Building Inspector's request).**

**\*NOTE: PERMITS WILL NOT BE ISSUED WITHOUT PROOF OF WISCONSIN CONTRACTOR'S LICENS**

## **DESIGN STANDARDS**

**Wood frame decks shall be designed and constructed to comply with the following:**

- Decks shall be capable of withstanding 40 lbs. per square feet live load and 10 lbs. per square feet dead load.
- Decks shall be capable of withstanding high wind pressures of 20 lbs. per square feet (highly elevated decks).
- Guard rails shall be capable of withstanding 200 lbs. force in any direction.
- Guard rails are required at stairs and decks which are 24" or more above adjacent grade.
- Guard rails when required shall be at least 36" in height with spindles spacing no greater than 4" on center.
- Stairs shall be: Treads a minimum of 9" measured nose to nose. Risers max height of 8". Stairs shall not be un-uniform by more than 3/16" of an inch in any one flight.
- Ledger boards shall be securely attached to building structure recommended fastening schedule is to bolt ledger to rim joist using 2 1/4" lag bolts 20" to 24" OC.
- Floor joist shall be supported from ledger boards with joist hangers or other approved methods.
- Piers or foundations shall be capable of withstanding imposed loads (10" to 12" in diameter).
- Piers or foundations shall be protected from frost hence depth of piers below grade shall be 48" below grade.
- Decks or porches with roofs are subject to additional requirements. (Consult with Village Building Inspector.)

## **INSPECTIONS**

- Permit applicants shall schedule and have performed inspections:
  1. FOOTINGS
  2. ROUGH INSPECTIONS
  3. FINAL

**NOTICE: FAILURE TO HAVE INSPECTIONS PERFORMED WILL RESULT IN CITATIONS OF THE EXPOSING OF ANY CONCEALED WORK.**

