

City of Meadville Pennsylvania

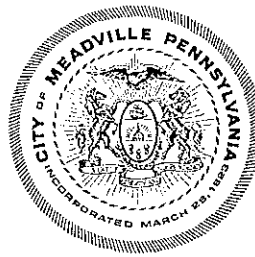
Decks are regulated by the Pennsylvania Uniform Construction Code if the deck floor will be more than 30 inches at any point or if there is a roof on the structure. If your project meets either of those parameters, please use this handout. If your project does not meet either of those parameters, please see “Decks requiring zoning permits.”

DECKS REQUIRING BUILDING PERMITS

Return a signed copy of this form to the City with submission.

Documentation to be submitted to City Zoning Administrator

- _____ Site plan showing the proposed deck and its outside dimensions, plus the distances to the front, side and rear property lines
- _____ Proof of worker’s comp insurance or completed affidavit of exemption.
- _____ Estimated costs broken down by trade
- _____ Two sets of building and electrical plans, as applicable, showing at minimum:
 - Floor joist size, species and grade of wood
 - Floor joist spacing on center
 - Span of floor joist (clear distance between supports)
 - Attachment to existing structure means size and spacing (bolts or lags)
 - Depth of post footing below finished grade
 - Guardrail height from floor of deck or stairs
 - Spacing of balusters
 - Stairs riser height and tread depth
 - Stairs handrail height from nose of tread
 - Handrail grip size
 - Width of stairs
 - Guardrail
 - Roof rafter size – species and grade of wood
 - Rafter spacing on center
 - Thickness and type of roof sheathing
 - Roofing materials and installation



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Fees

Administrative/zoning:	.0035 times construction cost, \$20 minimum
State permit fee:	\$4 per UCC permit
Plan review and inspection costs:	With roof: \$128 w/o roof: \$104
Certificates of occupancy:	\$25

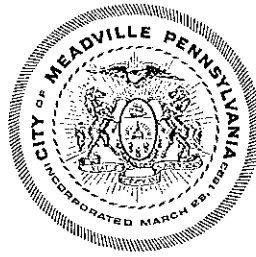
Required inspections for decks

- Footing: After the post holes are dug and/or footing forms are set, before concrete is poured
- Structural: Prior to installing decking materials. If a roof is to be installed over the deck, an inspection should be requested prior to installation of ceiling material
- Final: Upon completion

The permit holder or an authorized agent shall notify the inspector when work is ready for inspection and provide access for the inspection.

NOTES

- The City shall grant or deny a residential application, in whole or in part, within 15 business days of the filing date or the application is deemed approved. Reasons for the denial shall be in writing and provided to the applicant.
- Certificates of occupancy are required before occupying any building or portion thereof constructed or altered under a building permit issued under the UCC.
- Building permit must be posted at the work site and clearly visible from the road, until completion of project. Approved plans must be available at all times for inspection. Applicant is responsible for scheduling all inspections.
- A permit becomes invalid unless the authorized construction work begins within 180 days after the permit's issuance or if the authorized construction work permit is suspended or abandoned for 180 days after the work has commenced. Should a permit holder need more time to complete the project for just cause, the permit holder may submit a written request for an extension of time to commence construction. A permit may be valid for no more than 5 years from its issue date.
- Work shall be installed in accordance with the approved construction documents. The permit holder shall submit a revised set of construction documents for approval for changes made during construction that are not in accordance with the approved construction documents.



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Applicant acknowledgement and signature

I hereby acknowledge that I understand the rules and regulations as presented in this packet, that all information I submit in connection with the above-referenced project is true and correct, and I hereby agree that all applicable ordinances of the City of Meadville and the laws of the Commonwealth of Pennsylvania will be complied with.

Signature

Date

Print name

Title

Deck Plan w/ Roof Submittal

- Provide Plans for Roof (looking down from above) and Plan of Deck, indicate Existing Structure, and New Construction. All drawings must include types, sizes and spans of all materials used such as Posts, Beams, Joists, Trusses and Rafters.
- See Drawings and Details Figures 1.1, 1.2 and 1.3 for Item locations and additional information.

Roof Type:

- Select one: Shed ___ Gable ___ Hip ___ Other ___

Roof Size (overall dimensions):

- Length: _____ Width: _____

① Roof Covering:

- Type: _____

② Roof Sheathing:

- Type: _____ Thickness: _____

③ Rafters or Trusses: (circle one)

- Type: _____ Pitch: _____
- Span: _____ Spacing: _____

④ Carrier Beam (roof):

- Material: _____
- Size (nominal): _____ X _____
- Spacing Center to Center: _____
- Clear span distance: _____

⑤ Support Post (roof):

- (n/a If post runs thru to footer)
- Material: _____
- Size (nominal): _____ X _____
- Post Length: _____

⑥ Guardrail:

- Required if floor is 30" or more above ground.
- Constructed so no opening will allow 4 $\frac{3}{8}$ " sphere to pass thru.
- ⊛ See note

Stairs (where applicable):

- No. of Treads (9" min.): _____
- No. Risers (8 $\frac{1}{4}$ " max.): _____
- Min. 4" high toe Kick.

⑦ Handrail:

- Constructed so no opening will allow 4 $\frac{3}{8}$ " sphere to pass thru.
- See Figure 1.2 for Acceptable Handrail Details
- ⊛ See note

Deck Size (overall dimensions):

- All Fasteners MUST be exterior grade.
- Length: _____ Width: _____

⑧ Flooring:

- Material: _____
- Size (nominal): _____ X _____

⑨ Floor Joists:

- Material: _____
- Size (nominal): _____ X _____
- Spacing Center to Center: _____
- Clear span distance: _____

⑩ Carrier Beam (floor):

- Material: _____
- Size (nominal): _____ X _____
- Spacing Center to Center: _____
- Clear span distance: _____

⑪ Support Post (deck):

- Material: _____
- Size (nominal): _____ X _____
- Post Length: _____

Footer:

(Select one or provide drawing if other)

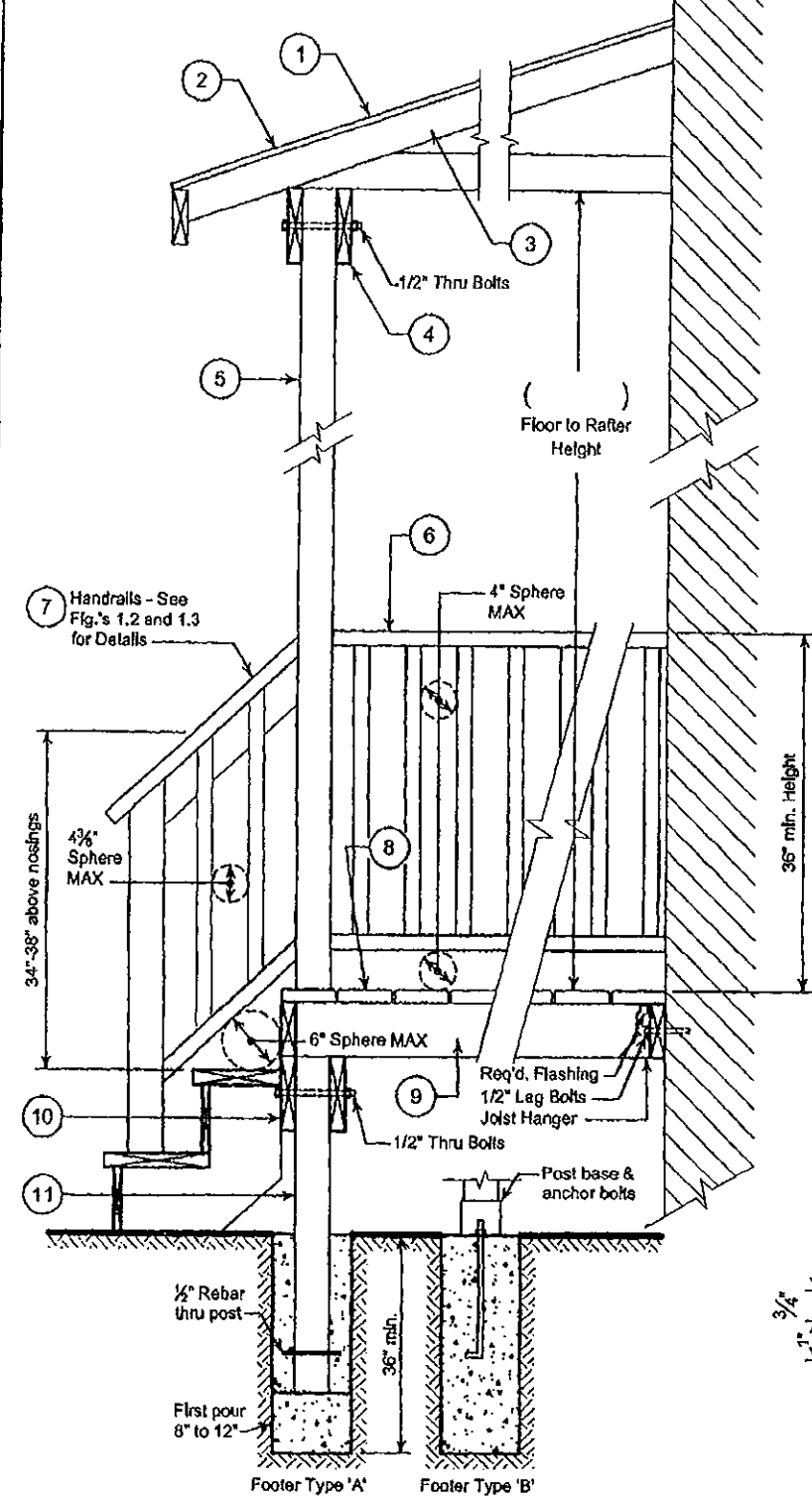
- Type 'A': _____
- Type 'B': _____

⊛Note:

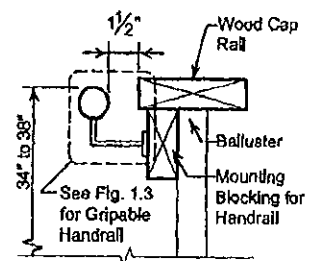
- Handrail assemblies and guards shall be able to resist a single concentrated load of 200lbs. applied in any direction at any point along the top.

Deck Plan w/ Roof Submittal

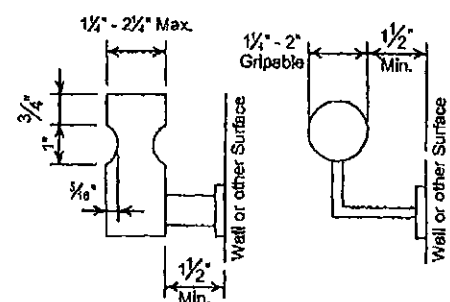
Drawings and Details



Typical Section
Figure 1.1



Handrail Details
Figure 1.2



Acceptable Handrail Grips
Figure 1.3