

# Building Guide Residential Decks

## Frequently asked questions

### Do I need a permit to build a deck?

The installation, relocation, or replacement of all decks in Seward requires a building permit from the City of Seward's Building Dept., located on the second floor of City Hall. City inspectors check to make sure that the construction and installations are proper for the protection of your family and property, your neighbors, and buyers of your property.

### Where can my deck be located on my property?

A deck must be located completely on your property, and not interfere with any city easements that have been filed with your property. Easements are areas that must be left accessible to someone other than the property owner, such as city utility worker. Access shall be allowed for the maintenance of utility lines, poles, transformers, or manholes.

### How do utility meters effect my deck?

The placement of the deck must not interfere with the electrical or water meter. City utility workers cannot use the deck to read the meter.

### How do setbacks and lot coverage effect my deck?

Setbacks are the minimum distance between the building or structure and the property lines. If the platform of your deck is under 32 inches in height to the ground setbacks do not effect the placement of the deck. If the platform of the deck is over 32 inches in height setbacks from the property line must be maintained.

### Do I need to call Diggers Hotline?

Yes, you must call diggers hotline 48 hours in advance of any digging to have your underground cables located. 1-800-331-5666... It's free!

## Preparation checklist for the Building permit and successful installation and longevity of your new deck.

### Building Permit

- The majority of permit applications are processed with little delay. The submitted documents will provide the information needed to determine if the project is in compliance with building safety codes, zoning ordinances, and other applicable laws.

### Submittal Documents Required

- Site Plan - you will need to provide a site plan showing the dimensions of your deck and its relationship to existing structures and the distance to the property lines of your lot.
- Building Plan - You will need to provide a building plan that will identify support post spacing, connection details, footing details, size of joists, and stair and guardrail details.

### Design Information

- The Building department has a brochure that will provide joist sizing, footing details, and stair and guardrail information. This brochure is free and can be obtained at the Building Department, 2<sup>nd</sup> floor of City Hall.

### General Information

- For further important information, please contact the Building Department to learn more about the building requirements for your deck.

This Guide was developed by Seward Building Department as a basic plan submittal under the 2000 International Residential Building Code. It is not intended to cover all circumstances.