

VILLAGE OF POPLAR GROVE  
200 N. HILL STREET  
POPLAR GROVE, IL 61065  
815-765-3201  
[permits@villageofpoplargo.com](mailto:permits@villageofpoplargo.com)

## DECK PERMIT APPLICATION

APPLICANT'S NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

### INFORMATION TO BE SUBMITTED WHEN APPLYING:

- 1. A site plan showing the proposed deck, drawn to scale.
- 2. The proposed location shown on the site plan showing distance to the lot lines and other structures.
- 3. It shall comply with all side yard requirements.
- 4. Provide drawings or plans indicating construction details including type and size of all lumber.
- 5. Decks more than 30 inches above the surrounding grade must have a guardrail. Guardrails shall have an intermediate rail that does not create a ladder like effect which will not allow the passage of a four-inch sphere.
- 6. Stairs-Minimum width 36 inches, minimum tread 10 inches (nose to nose), maximum riser 7 ¾ inches, handrail required when more than 3 risers.
- 7. Guard minimum height 34 inches – Handrails 34-38 inches above the tread nosing.
- 8. Handrails – circular cross section 1 ¼ to 2 inches – a 2 x 4 is not allowed
- 9. Holes for the pier footings shall have a minimum diameter of 8 inches.
- 10. Holes for footings shall be dug a minimum of 36 inches below finished grade.
- 11. Holes for footing shall be inspected before placing concrete.
- 12. Flashing is required where the decking intersects the siding.
- 13. All joist hangers, anchor bolts and nails shall be compatible with the lumber.
- 14. All submitted information shall be available on site during the inspection.
- 15. Engineering review may be required based on the project and the lot.
- 16. Call for three inspections: post holes, rough, final
- 17. Provide lateral bracing at each end of the deck and provide the type, size and spacing of lag screws and/or bolts.

Applicant signature: \_\_\_\_\_ Date: \_\_\_\_\_

Note: The above information comes as part of the permit application and compliance is required. Call **JULIE – 811**, to locate all underground utilities.

**Note: Many subdivisions in the Village of Poplar Grove have restrictions, which are binding on your property. These covenants and restrictions may require permission from the homeowners association or the developer before you begin construction. In some cases, they may prohibit construction of a building, which is permitted by the Village of Poplar Grove. It is the responsibility of each applicant and homeowner to check with the homeowners association which apply to your property.**