

## DECK/STAIRS GUIDELINES

Revised 8/17/2022

### GENERAL REQUIREMENTS

1. Incomplete applications will not be accepted and will be returned.
2. It is the responsibility of the general contractor to ensure they and their sub-contractors are licensed to operate in the City of Milford.
3. No permit will be issued if property owner is delinquent on City taxes, utilities, or has open code violations.
4. Permit reviews typically take 1-2 weeks. The Planning Department will contact you once the permit is completed and ready for pick up.
5. The Building Permit Placard must be displayed in a conspicuous location and visible from the street.
6. Before you dig, please call **Miss Utility at 1-800-282-8555** to have them mark utility lines. This is a **free service**.
7. City of Milford will not pick up construction debris. It is the responsibility of the contractor or homeowner to ensure trash is contained and disposed of in a timely manner.
8. If work being conducted is in Sussex County, you will need to contact them at 302-855-7860 to determine if a county permit is necessary.

### PERMIT REQUIREMENTS

1. **Two** sets of Construction Plans indicating architectural & structural details to include:
  - a. Cross Elevation and Birds Eye View with the following details indicated:
    - i. Overall dimensions of deck including height from finished grade.
    - ii. Size of footers (width & depth), size and location of piers (if applicable)
    - iii. Framing details including ledger board size and attachment details to house
    - iv. Joist sizes, spacing & length
      - v. Beam size, location, length and attachment to posts
    - vi. Post sizes and spacing
    - vii. Type of decking material
    - viii. Handrail and railings height, type, and spacing of balusters, width of handrail
    - ix. Step locations on deck including width, height of risers, depth of treads, type and spacing of balusters
2. **Two** copies of the Survey/Plot Plan providing the size and location of proposed improvements and dimensioning the distance from the proposed improvements to the property lines.
3. Homeowners Association Approval Letter.
4. Residential Building Permit Application Form

## **INSPECTION REQUIREMENTS**

All inspections requests must be requested before 4pm the day prior. Inspection requests shall provide the permit number, date of inspection, requested date, address, contact name, phone number and type of inspection.

1. Footer – before concrete is poured.
2. Framing – only if deck is built close to the ground or enclosed with lattice and the underside of the framing cannot be inspected.
3. Final

## **COMPLIANCE GUIDELINES FOR DECKS**

It is important you have good working drawings before you begin your project or submit for your building permit.

These guidelines are for single story residential decks. If you have a multi-story deck, or a concentrated load, such as a deck for a hot tub, you are best to consult with a design professional.

Furthermore, if you have a home improvement center or lumber yard provide you with a computer-generated drawing of a deck, you will need to add all relevant information to that drawing in order to receive a building permit. A building permit will not be generated if you simply submit a material list and a computer-generated picture of a deck.

If after consulting with these guidelines, you are unsure of what is required on the drawings, please do not hesitate to contact the Planning Department **before** you submit your drawings. We can be reached at (302) 424-8396.

### **1. LOCATION**

- a. Decks must be (10) feet from the rear property line and (10) feet from side property line or edge of house whichever is less.

### **2. FOOTERS**

- a. Bottom of the footers should be **24"** from the existing grade or extend to solid bearing, whichever is greater.
- b. 8" of concrete in base of hole. Width of hole: a minimum of three times the size of the post.

### **3. POSTS**

- a. All posts/columns are to be **4"x4"** or equivalent for a deck up to **8'** in height and **6"x6"** or equivalent for heights over **8'**.
- b. Post in ground resting on concrete footer.
- c. See "Typical Post Spacing" for beam support.

### **4. BEAMS**

- a. Post and beam secured to each other by a galvanized steel post cap or beam secured to post with  $\frac{1}{2}$ " bolts. See "Deck Beam Span" charts for beam size and spacing.

**5. LEDGER BOARDS**

- a. Ledger board the size of joist to be bolted to house using lag or carriage bolts with washers.
- b. Bolt size shall be ½” and spaced 24” on center, minimum.

**6. FLOOR JOISTS**

- a. See “Joist Span” table.
- b. Floor joist attached to ledger board with joist hangers.
- c. Maximum cantilever of 2’.

**7. STAIRWAYS**

- a. Minimum 3’ net clear width.
- b. Maximum riser 8 ¼”.
- c. Minimum tread 9”, nose to nose.
- d. Riser and tread – greatest shall not exceed the smallest by more than 3/8”.
- e. Risers can be open.

**8. HANDRAILS**

- a. Handrails minimum height of 34” and not more than 38” above nosing of 4 more risers.
- b. Continuous the full length of stairs on one side.
- c. Graspable handrail to be installed. Circular cross section to have outside diameter of at least 1 ¼” and not greater than 2”.

**9. GUARDRAILS**

- a. Guardrails for porches, decks, balconies or raised floor surfaces more than 30” above grade shall not be less than 36” high.
- b. Open sides of stairs with typical rise of more than 30” above floor or grade shall have guardrails not less than 36” high measured vertically from nose of tread.
- c. Horizontal spacing between vertical members in required guardrails shall be a maximum of 4”.
- d. Triangular openings formed by riser, tread and bottom or rail of guardrails on stairways shall not allow a sphere 6” in diameter to pass through.

**Note:** For decks around pools please reference the barrier section of compliance guidelines for pool provided by the City of Milford Planning Department.

**10. FASTENERS**

- a. All fasteners used in conjunction with ACQ lumber should be hot dipped galvanized or stainless steel.

| FLOOR JOIST SPAN TABLE<br>(maximum length in feet inches)<br>#2 Southern Pine |        |         |        |        |
|---|--------|---------|--------|--------|
| SPACING   | 2 x 6  | 2 x 8   | 2 x 10 | 2 x 12 |
| 12" O.C.  | 9 – 11 | 13 – 1  | 16 – 2 | 18 – 0 |
| 16" O.C.  | 9 – 0  | 11 – 10 | 14 – 0 | 16 – 6 |
| 24" O.C.  | 7 – 7  | 9 – 8   | 11 – 5 | 13 – 6 |

- Spans based on 40 PSF live load, 10 PSF dead load. Deflection of 1/360. This table is not applicable for decks supporting hot tubs or other concentrated loads.
- 2' Cantilever on joists from beam allowed.

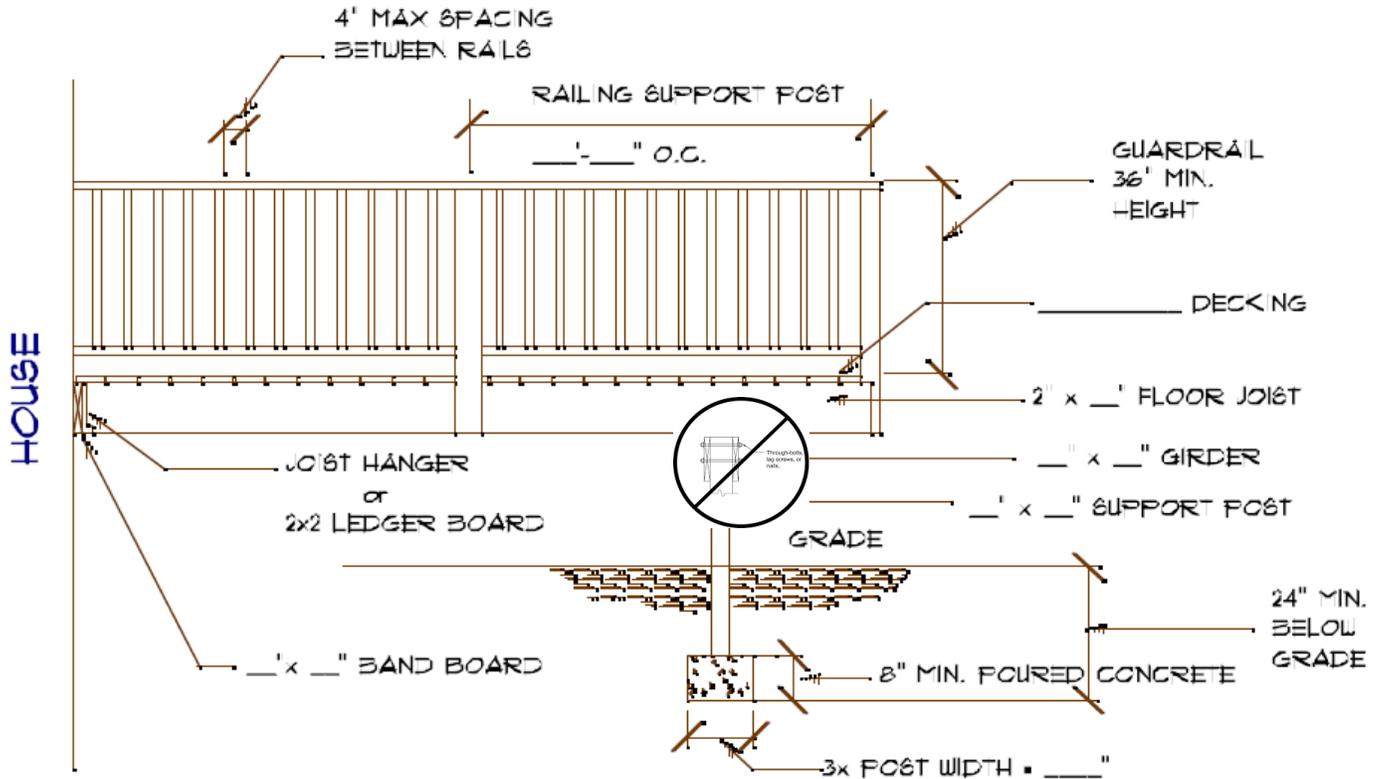
| MINIMUM BEAM SIZES FOR SINGLE SPAN JOIST LOADS |                   |
|--|-------------------|
| Joist Span                                     | Minimum Beam Size |
| 0 – 6'8"                                       | (2) 2" x 6"       |
| 6'8" – 11'2"                                   | (2) 2" x 8"       |
| 11'2" – 15'9"                                  | (2) 2" x 10"      |
| 16'0" – 18'9"                                  | (2) 2" x 12"      |

- Beam sizes are based on support post spacing of 8' with single span floor joists extending from ledger board. Table is not applicable for beams carrying floor joists loads from two directions. This table is not applicable for decks supporting hot tubs or other concentrated loads.

| TYPICAL POST SPACING FOR BEAM SUPPORT |              |               |               |
|---------------------------------------|--------------|---------------|---------------|
| Beam Size                             | Double 2 x 8 | Double 2 x 10 | Double 2 x 12 |
| Post Spacing                          | 6'           | 8'            | 10'           |

- Post must be sitting on concrete footers.
- If beam is spliced, post must be supporting splice.
- Not typical for hot tubs or other concentrated loads

# CITY OF MILFORD ENFORCEMENT & INSPECTIONS DEPARTMENT



For cantilever decks only  
Joist to beam connectors

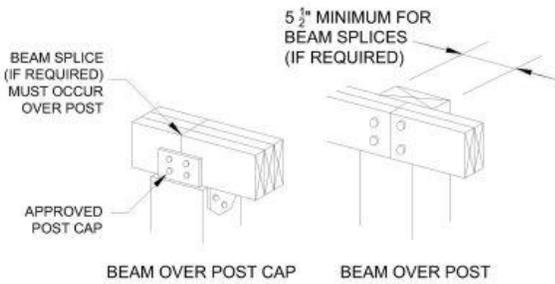
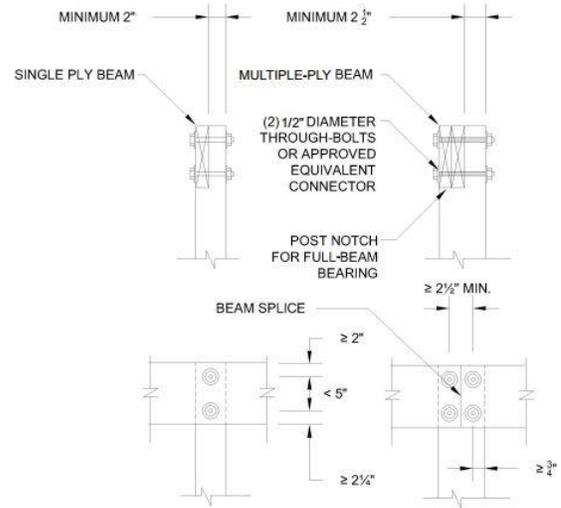


Figure R507.5.1(1)

Figure R507.5.1(2)

FILL IN ALL APPLICABLE BLANKS AND SUBMIT WITH  
YOUR APPLICATION AND DRAWINGS.