

HAWTHORN WOODS
BUILDING DEPARTMENT PERMIT PROCEDURES

DECK REQUIREMENTS

All contractors and subcontractors doing business in the Village of Hawthorn Woods **must be registered with the Village**. The term “contractor” and “subcontractor” shall include, but not be limited to: any homeowner or company who undertakes to construct, alter, improve, install, repair, remodel, rehabilitate, renovate or move any land, house, building or other structure (of any kind or nature, whether residential or not) or any fixture or any other item that is located on or in the ground and/or attached to something that is located on or in the ground. All registrations are \$150.00 per year.

The Village of Hawthorn Woods requires that a permit be obtained prior to the installation of a deck. Decks are subject to the following requirements:

REQUIREMENTS

- The deck needs to be 10’ off the septic field.
- The deck needs to be 10’ away from the well.
- The deck needs to be 25’ off the down slope of the septic system (seepage area) and 10’ off the up slope.
- Details of deck construction; size, reinforcement, materials
- A railing is required when the deck is 24” above grade. A minimum of 36” is required for the height of the railing.
- Post hole depth minimum is 42”.
- 4” max. open space on center spacing between rails or balusters on railing.
- When flush construction, joist hangers are needed.
- Gravel and 6 ml black plastic under the deck.
- Wolmanized lumber, cedar, TREX or other approved composite material are the approved materials for deck construction.
- All wood posts supporting deck must be installed on a concrete pier using an approved post anchor. No embedment of wood framing into concrete piers or soils is permitted.
- Deck design load is 40# per/sf. live load.
- Call J.U.L.I.E. 48 hours prior to digging, excluding Saturday, Sunday and holidays 1-800-892-0123.

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CHECKLIST FOR OBTAINING A BUILDING PERMIT

The following information is required to obtain a building permit. Incomplete or inaccurate information will delay the processing of your permit.

- Obtain contractor/subcontractor registration through Village
- Complete building permit application
- (2) Sets of plans showing material specifications, size, elevation view, pier and post spacing, drawn to 1/4" scale. The plans must indicate the elevation above grade at all points of the deck. Additional information deemed necessary by the plan reviewer may be required.
- (2) copies of plat of survey no larger than 11"x17", showing deck placement in relation to the home
- Complete deck cross-section (attached)
- Lake County Health Department well & septic approval required if applicable.
- Homeowners Association approval (if applicable)

PERMIT FEE

Permit	\$400.00
Refundable Bond	\$300.00
Total	\$700.00

*Fees do not include any re-inspections or re-reviews

INSPECTIONS

- Footing
- Framing
- Final Building

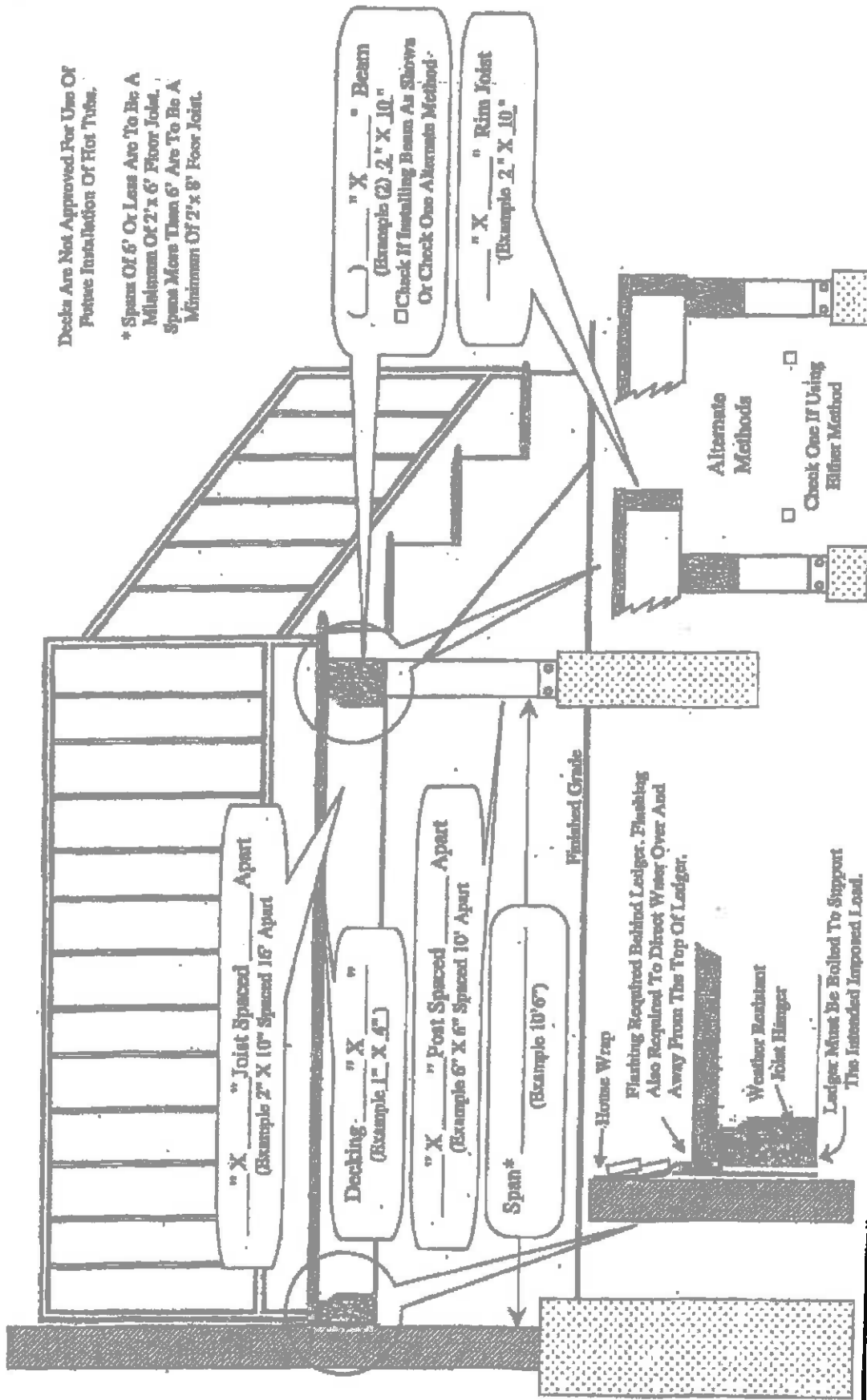
**Additional inspections may be required if electrical work is involved.*

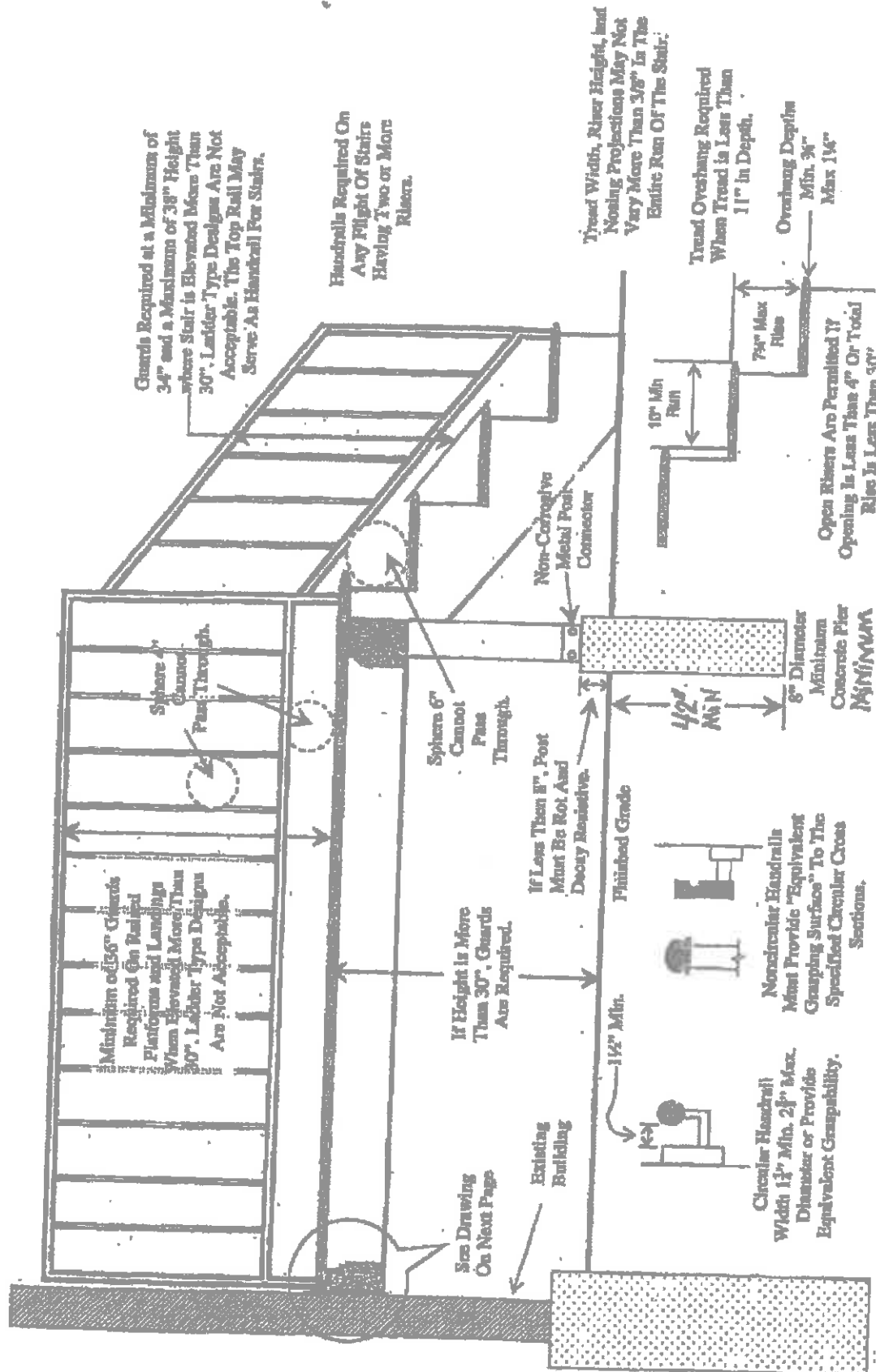
Inspections: To schedule an inspection 24 hours in advance, please contact the Building Department @ 847.847.3586 or 847.847.3537 Monday through Friday 8am - 4:30pm. Please do not leave a message, as we cannot guarantee the inspection. Note: There will be a re-inspection fee if the inspector is unable to give approval and has to perform another inspection. **Re-inspection fees will be deducted from the refundable bond.**

The information in this handout is intended to be general in nature and is not a substitute for applicable Village codes or ordinances. Please visit our website at www.vhw.org with questions relating to building codes, inspections or construction procedures.

Decks Are Not Approved For Use Of
Future Installation Of Hot Tubs.

* Spacing Of 6' Or Less Are To Be A
Minimum Of 2" x 6" Floor Joist.
Spacing More Than 6' Are To Be A
Minimum Of 2" x 8" Floor Joist.





Guards Required at a Minimum of 34" and a Maximum of 38" Height where Stair is Elevated More Than 30". Ladder Type Designs Are Not Acceptable. The Top Rail May Serve As Handrail For Stairs.

Handrails Required On Any Flight Of Stairs Having Two or More Risers.

Tread Width, Riser Height, and Nosing Projections May Not Vary More Than 3/8" In The Entire Run Of The Stair.

Tread Overhang Required When Tread is Less Than 11" in Depth.

Overhang Depth Min. 3" Max 1 1/4"

Open Risers Are Permitted If Opening is Less Than 4" or Total Rise is Less Than 30"

Minimum of 56" Guards Required On Painted Platforms and Landings When Elevated More Than 30". Ladder Type Designs Are Not Acceptable.

If Height is More Than 30", Guards Are Required.

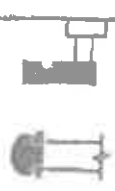
If Less Than 8", Post Must Be Not And Decay Resistant.

Sphere 6" Cannot Pass Through.

Sphere 4" Cannot Pass Through.

Painted Grade

1 1/2" Min.



Circular Handrail Width 1 1/2" Min. 2 1/4" Max. Diameter or Provides Equivalent Grasability.

Noncircular Handrails Must Provide "Equivalent Grasping Surfaces" To The Specified Circular Cross Sections.

8" Diameter Minimum Concrete Pier MINIMUM



10" Min Run

7/8" Max Rise