



# JOLIET BUILDING & INSPECTIONAL SERVICES DIVISION

## PERMIT INFORMATION FOR DECKS & PORCHES

NOTICE: Permit submissions that are incomplete, and/or submitted without the required permit information and supporting documents, will be returned to the applicant.

### Required Permit Information:

- An accurate plat of survey with the proposed location of the deck or porch clearly marked
- Completed Deck Permit Application
- Measurements for the deck/porch
- Structural Drawings
- Homeowner's Association approval, if applicable
- Cost Estimate
- Copy of the contract, if the work is being completed by a Contractor.

If a Contractor is performing the work, then the Contractor must pull the building permit. (per Sec. 8-36 of the City of Joliet Code of Ordinances).

**Permit Fee:** \$65 for up to \$7,000 worth of work, this includes labor & material.

An additional \$10.00 per \$1,000.00 project cost above \$7,000.00 to be added.

## Deck & Porch Setback Requirements

- Decks/ Porches (unroofed) must remain at least 3 ft. from the property line, if there are no easements.
- Deck/ Porches must remain out of all easements, easements are clearly defined on the plat of survey.
- Unroofed decks & porches may extend into the required front yard a maximum of 10 feet.

### Covered Decks & Porches:

- A covered deck/porch must meet the same setback requirements of the principal structure.
- Covered decks/porches must remain out of all easements.
- Lot coverage must not exceed 30% (includes any structure with a roof).
- Must remain at least 6 ft. from other roofed structures, if detached.
- Setbacks vary depending on the zoning classification.

### Corner Lots:

Decks/porches are not allowed in the required corner side yard.

## Plat of Survey Requirements

An accurate plat of survey is required for all permits for installation of, replacement of, and additions to fences, decks, pools, patios (with or without a roof), driveways, driveway aprons, sidewalks, garages, pergolas and similar structures, and additions. This includes the replacement of flatwork (driveways, aprons, sidewalks) with the same dimensions and location.

If you're having troubles locating your Plat of Survey, refer to these options:

1. Closing Papers from Purchase of Property.
2. Contacting the Mortgage Company.
3. FOIA (Freedom of Information Act) Request with the City of Joliet City Clerk's Office.

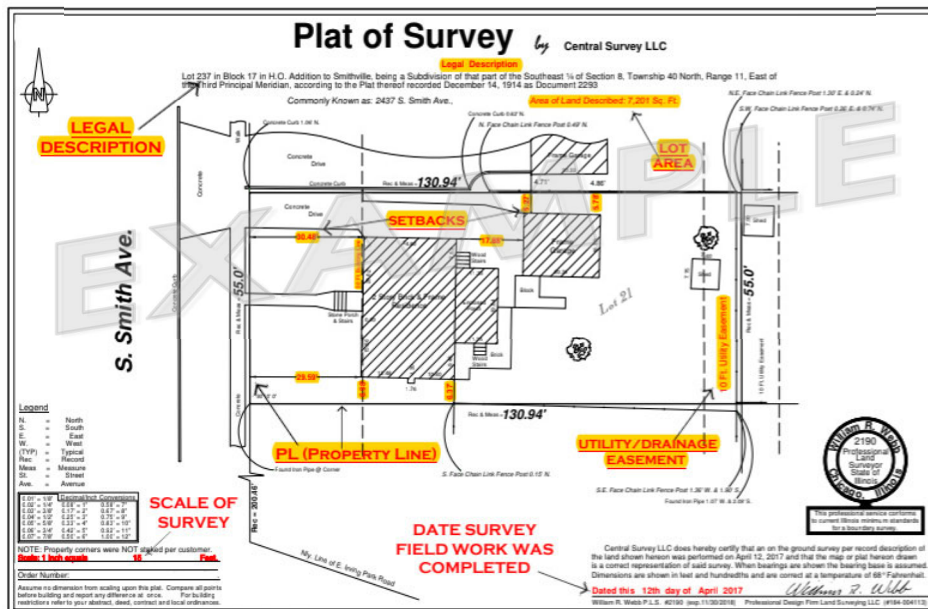
Note: This option may only yield results if the plat of survey was provided to the City of Joliet in the past for a building permit or a special zoning approval.

You may also try calling Local Surveying Companies for possibility of a copy.

If none of these options are successful in obtaining the Plat of Survey, you have to hire a Professional Land Surveyor to resurvey your lot. If you have any questions or concerns, please call the City of Joliet Building Department at 815-724-4070.

## Example Plat of Survey

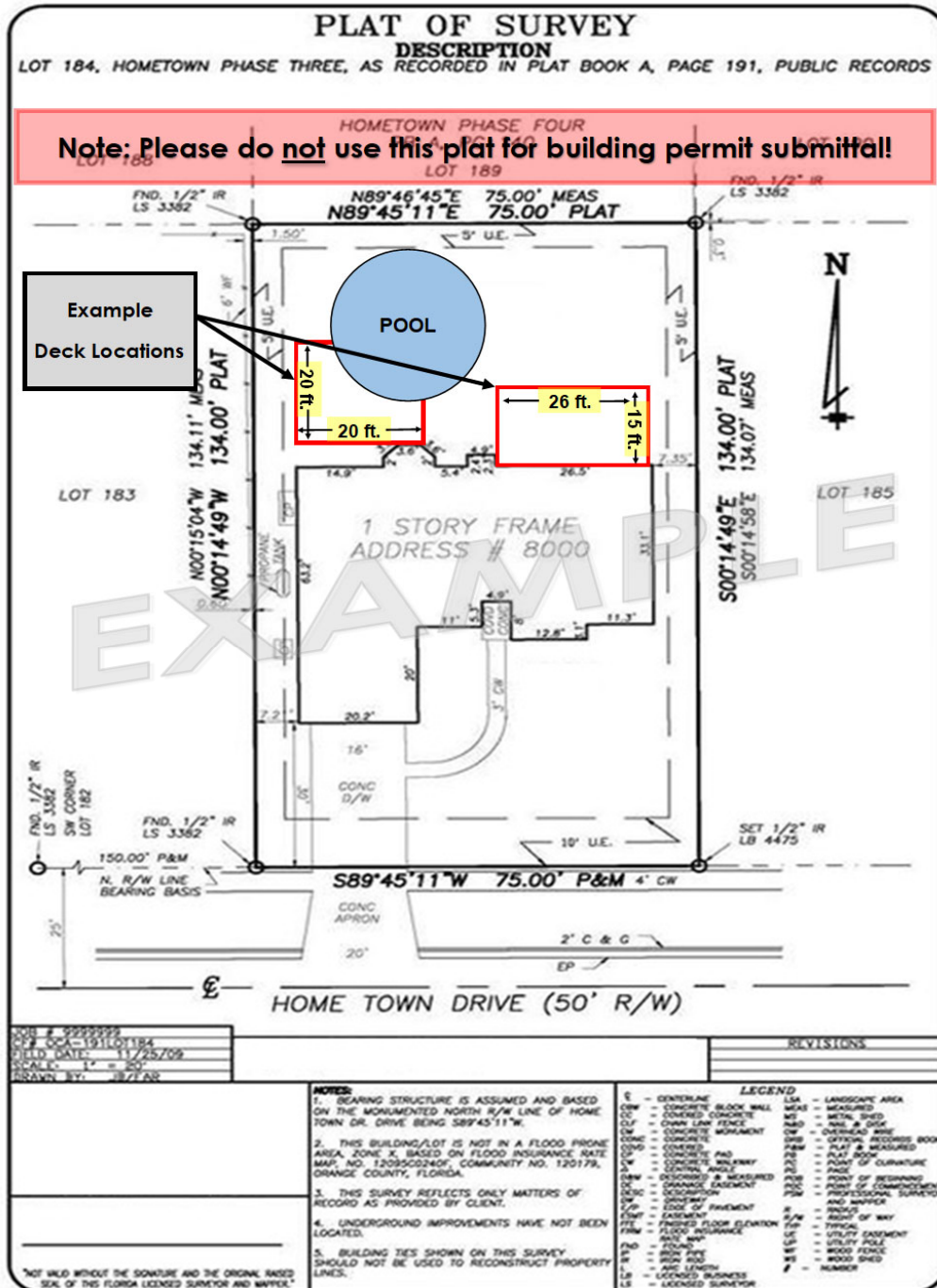
Please DO NOT use for building permit submittals



**Note: The City of Joliet is not responsible for keeping plats of survey on file.**

## Example Plat of Survey Mark Up

Please mark the placement & measurements of the proposed deck or porch on your plat of survey. If you are replacing an existing structure, please highlight or circle the location. The location and size will be reviewed by the Zoning Department. The Inspector will also use the approved plat of survey for the inspection of the proposed work. Please use a writing utensil that is easy to see on your plat of survey.



Zoning Questions? **Email:** zoning@joliet.gov or **Call:** 815-724-4055

Permit # \_\_\_\_\_

Office Use Only



**CITY OF JOLIET**

**Building & Inspectional Services**

150 W. Jefferson Street, Joliet, IL 60432

Phone: 815-724-4070 Email: permitapplication@joliet.gov

**Deck/Porch Permit Application**

If permit applications are incomplete, and/or submitted without the required permit information and supporting documents, they will be returned to the applicant.  
All Contractor's must submit a copy of the contract with all permit applications.

**NOTE: Detailed construction drawing must be attached to your permit submittal**

<b>Address:</b>		<b>City:</b>	
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**Single Family**     **Multi-Family** - Number of Units \_\_\_\_\_

Is this property registered with the Neighborhood Services Rental Program?     Yes     No

Work Being Completed By:     Homeowner     Contractor

**Homeowner's Name:**

**Address:**

**Phone:**

**Email:**

**Contractor's Name:**

**Address:**

**Phone:**

**Email:**

**Description of Work**

**Deck Dimensions**     **Porch Dimensions**

Length: \_\_\_ft. \_\_\_in.    Width: \_\_\_ft. \_\_\_in.    Height: \_\_\_ft. \_\_\_in.    Other: \_\_\_\_\_

**Deck Roof Dimensions**     **Porch Roof Dimensions**

Length: \_\_\_ft. \_\_\_in.    Width: \_\_\_ft. \_\_\_in.    Height: \_\_\_ft. \_\_\_in.    Other: \_\_\_\_\_

**Details:**

**Total Cost \$**

**Applicant Signature:**

**Date:**

**Office Use Only:**

Building Official Signature \_\_\_\_\_

Date \_\_\_\_\_

## DECK SPECIFICATIONS- 2015 IRC

Submit one set of plans that include the following information:

- Deck size
- Size and spacing of floor joists
- Size and location of concrete post holes
- Size and location of support posts
- Size of all headers and beams
- Size of ledger board and number and spacing of lag bolts, flashing, guardrail and hand-rail design and spacing and height.

Posts need to be attached to concrete piers. Lag bolts need to be 16" on center and staggered.

### BUILDING CODE REQUIREMENTS

- All post holes are to be a minimum of 42" below grade when deck is attached to house; post holes for free-standing decks are to be a minimum of 24" below grade. Post holes should be a minimum 10" in diameter. All supporting deck posts are to be a minimum of 6x6 exterior grade material. Lateral load connections are required on all decks that are not self-supporting and that exceed 30" from grade.
- All lumber for deck shall be of approved wood, of natural resistance to decay or treated wood. Hot-dipped galvanized or stainless steel fasteners and joist hangers and galvanized or copper flashing are required.
- Decks greater than 30" above grade shall have a guardrail.
- Guardrails will be a minimum of 36" in height with 4" maximum spacing between balusters on stairs and decks. Balusters cannot be horizontal.
- Stairways shall be a minimum of 36" wide with a maximum riser of 7 ¾" and a minimum tread size of 10". The risers need to be consistent, and closed (solid).
- A gripable handrail is to be provided to all stairways having four or more risers.
- Gripable handrails shall be placed not less than 34", no more than 38" above the nosing of the treads with 4" maximum spacing between balusters on stairs and decks. They shall be continuous the full length of the stairs.
- Floor joist spacing at 24" on center require a minimum of 2x decking and floor joist spacing at 16" requires 1X decking. Engineered decking products to be installed per manufactures instructions.

**INSPECTIONS ARE REQUIRED BEFORE CONCRETE IS POURED AND WHEN A DECK IS FINISHED, COMPLETE WITH GUARDRAILS AND HANDRAILS WHEN REQUIRED.**

Whenever a project requires digging please contact **J.U.L.I.E.**, in advance, at 811 or online at <http://illinois1call.com> to mark underground utility lines.

**Homeowner Associations (HOA's) that require prior approval before the City of Joliet will issue a building permit:**

Ashford Place	Old Renwick Trail
Aspen Meadows	Prairie Terrace (Condos)
Brighton Lakes	Prairie Trail
Brookside	Regency Ridge (Condos)
Burr Oaks	Reserves @ Cedar Creek
Calla Terrace	Ridgefield Condos
Cambridge Run	Riverside at Ole Caton Farm
Campus Courtyards	Riverside Townes
Caton Ridge	Rock Run Point
Caton Ridge West (effective 3/25/21)	Sable Ridge (effective 10/20/23)
Caton Ridge South (effective 3/25/21)	Saint Paul's Estates
Century Oaks (Condos)	Sanctuary
Citadel on Rock Run	Saratoga West Condos
Clublands	Silver Leaf
Dames Executive Townhomes	Spangler Farms
Deer Run Estates	Springwood Condos
Eagle Ridge	Springwood South
Edgecreek Estates	Squires Mill
Estates @ Cedar Creek	Stone Creek
Fairway Estates II Condos	Theodore's Crossing
Fall Creek	Thorn Creek
Golfview Estates	Thornwood
Grand Prairie (Townhomes)	Timber Oaks (Condos & Townhomes) (9/8/23)
Greywall Club (Detached homes)	Timbers Edge Villas
Hampton Glen	Timberview
Heritage Lake (effective 8/12/24)	Twin Oaks
Hunters Ridge	Twin Oaks West
Inwood Terrace Condos	Waterford Pointe
Kearney Glen (effective 5/11/21)	Wesmere
Kendall Ridge (effective 6/27/23)	Wexford (single-family only)
Lakewood Falls Village (effective 5/4/23)	Wexford West (single-family only)
Lakewood Prairie (effective 5/13/21)	Whisper Glen
LeCarrow Glen Townhomes	Windsor Ridge
Legacy Pointe	Wooded Creek
Neufairfield	Woodland Terrace II
Neustoneshire	Villas @ Cedar Creek
Olde Mill Crossing (Townhomes)(9/8/23)	

**Please provide a copy of your homeowner association's approval letter with your building permit submittal information.**

UPDATED AUGUST 12, 2024

## Permit Fee Payment Options

Once your permit is approved and ready to be issued, you will receive an invoice via email. Please use one of the methods below to complete the payment. When making payments, please reference the Application Reference Number near the top left corner of the invoice you will receive.

### Option #1: By Phone (Credit/ Debit Card):

- Call: 815-724-3830 (you will speak with a person)
- Have the credit/debit card number ready
- Provide the application reference number in the upper left corner of the invoice

### Option #2: By Mail (Checks)

#### Send checks to:

Customer Service/ Building Permit  
City of Joliet  
150 W. Jefferson St.  
Joliet, IL. 60432

- Address all checks to **City of Joliet**.
- Include the application reference number from the invoice document on the memo line of your check.
- Include a copy of the invoice with mailed payments.

### Option #3: Blue Drop Payment Box (Checks):

The blue drop box is on the west side of Joliet City Hall, 150 W. Jefferson St., Joliet, IL 60432

Please follow the same directions as when mailing. Enclose payment in envelope, address envelope as if mailing. Include Customer Service/ Building Permit on first address line. Place payment in an envelope and address it to Customer Service / Building Permit. Include your application reference number from the invoice on the memo line of your check.

### After Payment

Once you have successfully paid for the permit, please notify the Building Department via the **permitapplication@joliet.gov** email address with the application reference number and address. Please note if you would like the permit emailed or mailed to a particular address.

The payment system is not automated and the Building Department does not receive notifications when payments are made. Building permits will not be issued in-person over the counter.

### Building & Inspectional Services Division

Phone: 815-724-4070 | Email: [permitapplication@joliet.gov](mailto:permitapplication@joliet.gov)

Joliet City Hall  
150 W. Jefferson Street, Joliet, IL 60432  
First Floor, South Wing