



# Deck Permit

**Fee:** \$100

## **General Requirements:**

1. Must meet the setback requirements shown in the Village of Ashwaubenon ordinance [Table 17-5-100\(A\)](#)
2. Plans will be reviewed to the standards of [SPS 320-325 Appendix B](#)
3. If the plans do not meet the requirements of [SPS 320-325 Appendix B](#), engineering will need to be provided

## **Permit Requirements:**

The following must be provided to obtain a building permit for a deck:

1. Site plan showing the location of the deck on the property in relation to the property lines and any other structures on site.
2. Plans of professional quality including:
  - a. Footing detail showing size, thickness, locations. Must be at least 4' deep to be frost protected
  - b. Floor joist size, span, and spacing
  - c. Beam size and locations
  - d. Height of deck above grade
  - e. Guardrail height and rail spacing
  - f. Post size and decking material
  - g. Lateral support information, if applicable
3. Typical Deck Framing Worksheet
4. Completed building permit application
5. Waiver form if not using a Wisconsin licensed contractor

## **Required Inspections:**

1. Footing → footing dug, sonotube in place (if applicable), prior to pouring concrete
2. Rough Framing → all framing complete but prior to deck boards being installed
3. Final → when deck is complete, and all applicable guardrails and handrails are up

**Please email completed application and plans to [build@ashwaubenon.gov](mailto:build@ashwaubenon.gov)**



**Village of Ashwaubenon**  
 2155 Holmgren Way, Ashwaubenon, WI 54304  
 (920) 492-2309  
 build@ashwaubenon.gov  
 www.ashwaubenon.gov

# Building Permit Application

PROJECT SITE INFORMATION	
Address:	Total Cost of Project:
City, State, Zip:	
Project Description:	
Project Area (sq. ft.):	Parcel ID # :
OWNER INFORMATION	
Name:	Telephone:
Address:	Email:
City, State, Zip:	
APPLICANT INFORMATION (if different than owner)	
Name:	Telephone:
Address:	Email:
City, State, Zip:	

**PLEASE SEE PAGE 2 TO COMPLETE CONTRACTOR INFORMATION**

The undersigned contractor/owner/owner's agent hereby applies for a permit to do the work herein described, according to the plans and specifications herewith filed, and hereby agrees that such work will be done in accordance with the said description, plans, and specifications and in compliance with building ordinances and other ordinances of the Village of Ashwaubenon and the State Building Codes of Wisconsin.

\_\_\_\_\_  
 Contractor/Owner/Owner's Agent Signature

\_\_\_\_\_  
 Date

**For office use only**

**Commercial Project  
 Additional Fees**

Occupancy Permit	\$75
Erosion Control	
Park Impact Fee	
Other	
<b>Subtotal</b>	

**Residential Project  
 Additional Fees**

Final on Home	\$30	Park Impact Fee	
Garbage Container	\$71	State Seal	\$35
Recycling Container	\$71	Other	
Erosion Control	\$75	<b>Subtotal</b>	

<b>Subtotal from 2<sup>nd</sup> Page</b>	
<b>TOTAL FEE</b>	

\_\_\_\_\_  
 Building Inspector Signature

\_\_\_\_\_  
 Date Approved

**PERMIT VALID FOR ONE YEAR FROM APPROVAL DATE**

_____ Date of Payment	_____ Permit Number	_____ Receipt Number
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**CONTRACTOR INFORMATION**

**BUILDER/GENERAL:**

Contact Name:	Telephone:
Address:	Email:
City, State, Zip:	
Dwelling Contractor # :	
Dwelling Contractor Qualifier # :	Permit Fee:

**ELECTRICAL CONTRACTOR:**

Contact Name:	Telephone:
Address:	Email:
City, State, Zip:	
Electrical Contractor # :	
Master Electrician # :	Permit Fee:

**HVAC CONTRACTOR:**

Contact Name:	Telephone:
Address:	Email:
City, State, Zip:	
License # :	Permit Fee:

**PLUMBING CONTRACTOR:**

Contact Name:	Telephone:
Address:	Email:
City, State, Zip:	
License # :	Permit Fee:

**SEWER/WATER CONTRACTOR:**

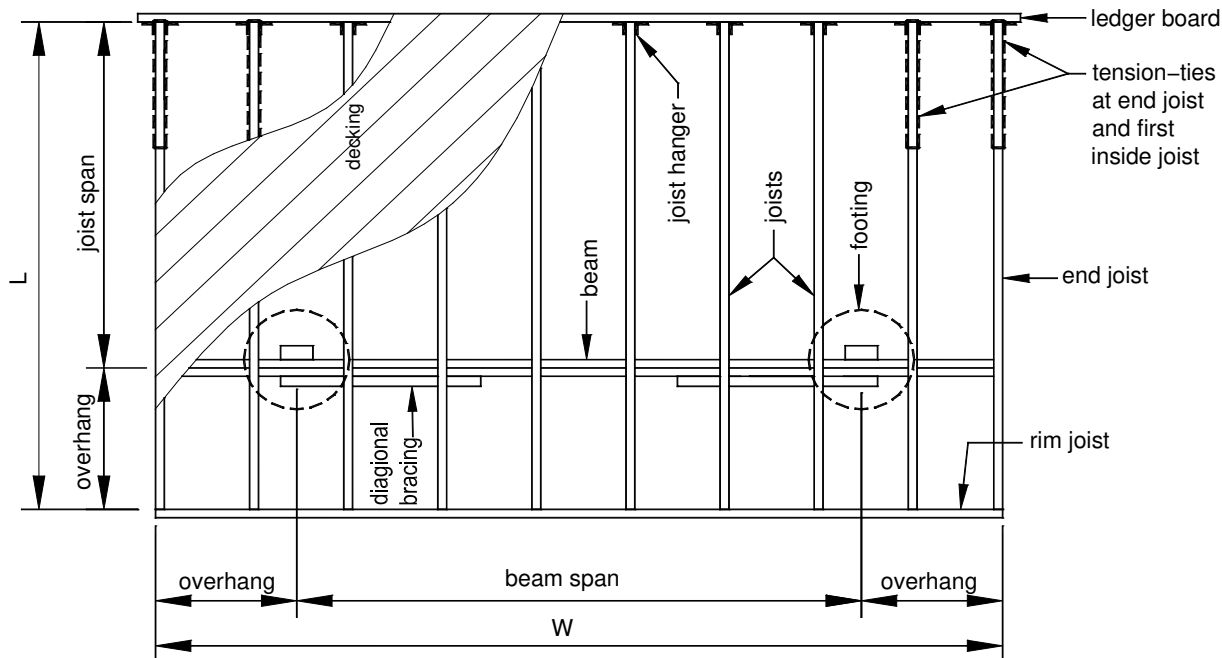
Contact Name:	Telephone:
Address:	Email:
City, State, Zip:	
License # :	Permit Fee:

**SPRINKLER CONTRACTOR:**

Contact Name:	Telephone:
Address:	Email:
City, State, Zip:	
License # :	Permit Fee:

Notes:

**Figure 35**  
**TYPICAL DECK FRAMING PLAN**



**Decking:**     2x4     2x6     five-quarter board     wood-plastic composite (per ASTM D 7032)  
 Other decking, evaluation report number: \_\_\_\_\_

**Joists:**    size:     2x6     2x8     2x10     2x12    spacing:     12 in.     16 in.     24 in.  
joist span dimension:    \_\_\_\_\_ ft. - \_\_\_\_\_ in.  
overhang:     Yes     No    overhang dimension:    \_\_\_\_\_ ft. - \_\_\_\_\_ in.  
rim joist:     2x6     2x8     2x10     2x12

**Beam(s):**    number of plies:     2     3    size:     2x6     2x8     2x10     2x12  
overhang:     Yes     No    overhang dimension:    \_\_\_\_\_ ft. - \_\_\_\_\_ in.

**Posts:**    size:     4x4     4x6     6x6    height:    \_\_\_\_\_ ft. - \_\_\_\_\_ in.

**Footings:**    size: \_\_\_\_\_ in.     square     round    thickness: \_\_\_\_\_ in.

**Ledger:**    ledger board size:     2x8     2x10     2x12     Not applicable (free-standing deck)  
fastener:     Through bolt     Lag screw     Wood screw  
 Expansion anchor     Adhesive anchor

**Lateral support:**     Tension-tie     Diagonal bracing, size:     2x  
(not permitted for free-standing deck)

**Deck size:**    L= \_\_\_\_\_ ft. - \_\_\_\_\_ in.    W= \_\_\_\_\_ ft. - \_\_\_\_\_ in.



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# Notice to Permit Applicants

**Cautionary Statement to Owners Obtaining Building Permits**

101.65(Ir) of Wisconsin Statutes requires municipalities that enforce the Uniform Dwelling Code to provide an owner who applies for a building permit with a statement advising the owner that:

If the owner hires a contractor to perform work under the building permit and the contractor is not bonded or insured as required under s. 101.654(2)(a), the following consequences might occur:

(a) The owner may be held liable for any bodily injury to or death of others or for any damage to the property of others that arises out of the work performed under the building permit or that is caused by any negligence of the contractor that occurs in connection with the work performed under the building permit.

(b) The owner may not be able to collect from the contractor damages for any loss sustained by the owner because of a violation by the contractor of the one and two family dwelling code or an ordinance enacted under sub. (1) (a), because of any bodily injury to or death of others or damage to the property of others that arises out of the work performed under the building permit or because of any bodily injury to or death of others or damage to the property of others that is caused by any negligence by the contractor that occurs in connection with the work performed under the building permit.

**Cautionary Statement to Contractors for Projects Involving Buildings Built Prior to 1978**

If this project is in a dwelling or child-occupied facility, built before 1978, and disturbs 6 sq. ft. or more of paint per room, 20 sq. ft. or more of exterior paint, or involves windows, then the requirements of Ch. DHS 163 requiring Lead-Safe Renovation Training and Certification apply. Call (608) 261-6876 or visit the DHS website at [dhs.wisconsin.gov/lead](https://dhs.wisconsin.gov/lead) for details of how to be in compliance.

**Wetlands Notice to Permit Applicants**

Per 61.352(2) Wis. Stats:

You are responsible for complying with state and federal laws concerning construction near or on wetlands, lakes, and streams. Wetlands that are not associated with open water can be difficult to identify. Failure to comply may result in removal or modification of construction that violates the law or other penalties or costs. For more information, visit the Department of Natural Resources Wetlands Identification Web Page or contact the Department of Natural Resources Service Center.

Website: <https://dnr.wisconsin.gov/topic/Wetlands/identification.html>

I understand that this project is subject to Ch. NR 151 regarding erosion control and stormwater management and will comply by those standards.

Signature below indicates receipt and acknowledgement of the contents of this document.

Project/Property Address	Parcel ID Number
Applicant/Owner Name (printed)	
Applicant/Owner Signature	Date