



City of Countryside - Community Development Department

## DECKS AND PORCHES Permit Requirements

803 Joliet Road

Countryside, IL 60525

(708) 354-1860

Fax: (708) 354-9445

[www.countryside-il.org](http://www.countryside-il.org)

---

The following information must be filled-out on the general permit application in order to approve the permit.

- Date of application
- Address of Structure
- Estimated Cost
- Project Description - Fence Material, Height
- Property Owner's Name, Address and Phone Number
- General Contractor's Name, Address and Phone Number  
(Indicate "Homeowner" if a contractor is not being used)
- Sign and Date Permit Application
- Complete construction drawings (Commercial projects must be designed by a licensed architect or structural engineer)
- All permit applications submitted to the building department will require a tax bill and the Property Identification Number

---

### PLAT OF SURVEY

A Plat of Survey of the property must accompany the permit application. This will not be returned to the property owner; however, our office would be happy to make a copy. Draw the structure on the plat in its exact location including dimensions to all lot lines and other structures. Indicate on the plan all existing structures located on the property.

---

### FEE

There is a permit fee of \$150.00 and administrative fee of \$50.00 as adopted by Ordinance 20-40-O. Payment is not required until the permit is approved and communication is sent by the Community Development Department. Commercial plan review fees are not included and must be paid for separately. Payment is either via on-line payment, cash or check, make payable to: City of Countryside

---

### PERMIT ISSUANCE

Permits take approximately **FIVE TO TWELVE BUSINESS DAYS** to process. The Community Development Department will notify the property owner via e-mail when permit has been approved for release. Permits are printed when picked-up at the Community Development Department or sent via e-mail for display as required.

---

### PERMIT EXPIRATION

The life of a permit is twelve (12) months from the date of issue. A permit may be extended past the twelve (12) months by submitting a written request for extension, to be approved by the Building Commissioner. If work has not started within the six (6) months of the date of issue, the permit will be void unless a written request is submitted for extension, and approved by the Building Commissioner with extension fees paid if applicable.

---

## INSPECTIONS

All projects require prepour (before any concrete is poured), underground electric (before covering conduit in the ground as needed), rough and final building and electrical inspections. Inspections are scheduled by going to the web and entering <https://bsaonline.com/?uid=2690> and then go to schedule an Inspection link, find the permit you wish to schedule an inspection for by typing in the permit number and following the prompts. If you do not have access to the site, call the building department at least one business day in advance at 708-354-1860.

---

## CONTRACTORS

All contractors doing work in the City of Countryside must be licensed and bonded with the City prior to starting work. Permits will not be issued unless all contractors noted on the permit are licensed and bonded. All contractors doing work in the City of Countryside must be licensed and bonded with the City prior to starting the work. Permits will not be issued unless all contractors on the permit are licensed and bonded. If at any time during the permit approval process or during construction after the permit is approved and issued, a decision is made to change any contractor listed on the application, a revised permit application form must be completed and submitted to the Community Development Department. Verification of the new contractor's license and bond status as current must be confirmed by the City before work on the project can resume.

---

## PROPERTY OWNER

A permit is required for all new or replacement accessory structures. The owner of the property where work is to be performed is responsible for filling out the permit application and obtaining the permit before any construction is performed. Property owners may give permission for a contractor or any other party to apply for the permit and obtain it, but is still responsible. **A permit is also required for replacement.**

---

## J.U.L.I.E.

Please call the Joint Utility Locating Information for Excavators (J.U.L.I.E.) at least 48 hours prior to any digging. Please call 1-800-892-0123.

---

## ZONING

Please note: Zoning codes have changed over the years. If you are replacing an existing structure, it must comply with the new codes.

The maximum size of any accessory structure is 720 sq. ft. (1,500 sq.ft. in R-7) or 40% of the rear yard (2.76% of the total lot in R-7). There may be a total of three accessory structures which combined don't exceed the individual maximum values. If there is a swimming pool, the combined area of all accessory structures and the pool must not exceed 25% of the rear yard.

Decks and porches shall maintain a side yard setback of three feet in R-3, fifteen feet in R-7 and five feet elsewhere. The minimum rear yard setback is 50 feet in R-7 and five feet elsewhere.

**Corner lots have special requirements concerning two front yard set backs. It is best to bring in the Plat of Survey to discuss fencing allowed on these lots.**

---

## BUILDING CODE

Provide complete detailed construction plans for the deck or porch including, but not limited to pier size, depth and locations, post size and attachment method to the piers, beam size, spans and attachment method to the posts, ledger board size and attachment method to the house, floor joist size, spacing and span, guard rail construction, height and attachment method to the deck, stairway location, riser height, tread depth, guard rails, hand rails and any electrical or gas lines that may be included in the project.

- Decks and porches with surfaces raised more than 30" above ground must have a minimum 36" tall guard rail constructed so as to not permit the passage of a 4" sphere and shall be capable of withstanding a force of 200 lbs applied outward to the top of the rail
- Stairs riser heights shall all be equal (maximum difference of 3/8" between the smallest rise and tallest rise) and shall not exceed 7-3/4"
- Stairs tread depths shall all be equal (maximum difference of 3/8" between the shortest rise and longest tread) and shall be a minimum of 10" measured nosing to nosing (or 11" for stairs without a nosing)
- All stairways with four or more risers shall be provided with a "graspable" handrail on at least one side of the stairs. The handrail shall be mounted between 34" and 38" above the nosing and shall have both ends returned to the rail
- Stairways which rise 30" or more above ground must have a minimum 34" tall guard rail constructed on both sides so as to not permit the passage of a 4-3/8" sphere. It shall also not allow the passage of a 6" sphere in the triangle area formed by the riser, tread and bottom of the guard rail
- Post shall be set at least 42" below grade
- The lag screws or bolts in the ledger board shall be placed 2" in from the bottom or top of the deck ledgers and between 2" and 5" in from the ends. The lag screws or bolts shall be staggered from the top to the bottom along the horizontal run of the deck ledger.
- For decks supporting a total design load of 50 psf (40 psf Live load plus 10 psf Dead load), the connection between a deck ledger of pressure-preservative-treated Southern Pine, incised pressure-preservative-treated Hem-Fir, and a 2" nominal band joist bearing on a sill plate or wall plate shall be constructed with 1/2" lag screws or bolts with washers in accordance with Table R502.2.1.1. Lag screws, bolts and washers shall be hot-dipped galvanized or stainless steel.

**FASTENER SPACING FOR A SOUTHERN PINE OR HEM-FIR DECK LEDGER  
AND A 2-INCH NOMINAL SOLID-SAWN SPRUCE-PINE-FIR BAND JOIST<sup>c,f,g</sup>**  
(Deck Live Load = 40 psf, Deck Dead Load = 10 psf)

Joist Span	6'-0" and Less	6'-1" to 8'-0"	8'-1" to 10'-0"	10'-1" to 12'-0"	12'-1" to 14'-0"	14'-1" to 16'-0"	16'-1" to 18'-0"
<b>Connection Details</b>	<b>On-Center Spacing of Fasteners<sup>d,e</sup></b>						
1/2" diameter lag screw with 15/32" maximum sheathing <sup>a</sup>	30	23	18	15	13	11	10
1/2" diameter bolt with 15/32" maximum sheathing	36	36	34	29	24	21	19
1/2" diameter bolt with 15/32" maximum sheathing and 1/2" stacked washers <sup>b,h</sup>	36	36	29	24	21	18	16

For SI: 1 inch = 25.4, 1 foot = 304.8 mm. 1 pound per square foot = 0.0479 kN/m<sup>2</sup>.

- The tip of the lag screw shall fully extend beyond the inside face of the band joist.
- The maximum gap between the face of the ledger board and face of the wall sheathing shall be 1/2".
- Ledgers shall be flashed to prevent water from contacting the house band joist.
- Lag screws and bolts shall be staggered in accordance with Section R502.2.2.1.1.
- Deck ledger shall be minimum 2x8 pressure-preservative-treated No.2 grade lumber, or other approved materials as established by standard engineering practice.
- When solid-sawn pressure-preservative-treated deck ledgers are attached to engineered wood products (structural composite lumber rimboard or laminated veneer lumber), the ledger attachment shall be designed in accordance with accepted engineering practice.
- A minimum 1 by 9-1/2 Douglas Fir laminated veneer lumber rimboard shall be permitted in lieu of the 2-inch nominal band joist.
- Wood structural panel sheathing, gypsum board sheathing or foam sheathing not exceeding 1 inch in thickness shall be permitted. The maximum distance between the face of the ledger board and the face of the band joist shall be 1 inch.

**If you have any questions, please contact the Community Development Department at (708) 354-1860.**