

## DECKS

Decks are an extension to the exterior of your home. A deck attached to your house is considered part of the primary dwelling and must abide by the setback requirements for a dwelling.

Below is information to help you through the permit approval process.



## PERMITS REQUIRED

- **Building Permit**
- **Electrical Permit** if performing any electrical installations.

## BEFORE OBTAINING A PERMIT

### Reviews and Approvals

- **Zoning Review** is required to determine if the deck complies with the minimum setback requirements and other criteria outlined in the Bedford Zoning Bylaw. If the deck does not comply with the zoning bylaw requirements then modifications must be made in order to comply or the applicant must seek relief through the Zoning Board of Appeals.
- **Conservation Review** is required to determine if the deck is within the Conservation Commission's jurisdiction. If it is determined that the deck must go before the Conservation Commission for review and/or approval then this process must be completed prior to the issuance of the building permit.
- **Historic District Commission Review** is required when the subject property is located within the Historic District and the deck can be seen from a public way. If review/approval is required then this process must be completed prior to the issuance of the building permit.

## OBTAINING A PERMIT

### Minimum Submission Requirements

- **Building Permit Application** and all supplemental information completed in its entirety and signed by the authorized agent (contractor) **and** the owner of the property. If the owner of the property is securing the permit then the *Homeowner Waiver* portion of the application must be filled out indicating that they will be

responsible for the work associated with the permit.

- **Certified Plot Plan** stamped by a registered land surveyor. The plot plan must be to scale and show the deck as it relates to property lines, street lines and other structures on the property.
- **Building Plans** must be submitted in duplicate on a minimum sheet size of 8.5x11 inches (no pencil) with a minimum scale of 1/4 inch = 1 foot (all dimensions must be shown).

*\*\*\*\*Please be advised that if there are unique circumstances involving any given project or unique framing methods are being used then the Building Official reserves the right to require additional information beyond what is required to be submitted in order to ensure compliance with the Massachusetts Building Code, 780 CMR.\*\*\*\**

**Plans must show the following information:**

***Footing Details*** (minimum required depth of footings is 48") showing size, depth, width and spacing of all footings.

***Framing Plan*** showing size, spacing and length of all joists, posts and beams and type of materials being used to assemble the structure.

***Handrail and Guardrail Details*** showing height of rail systems, spacing of ballisters, type of material being used, etc.

***Stair Detail*** showing depth of tread and height of riser, size of stringers and type of material being used, etc.

***Attachment Details*** such as attachment of post to footings, attachment of deck to house, post to beam connections, rail system to post, etc.

***Elevation Drawing*** showing height of structure.

The submitted information is reviewed by the Building Official. While some projects may be more complex than others, typically the plan review for these types of structures is 7 to 10 days. If clarification or more information is needed then the Building Official will contact the licensed contractor or homeowner (if they are securing the permit) which may prolong the issuance of the permit.

Once the permit is ready, the licensed contractor or owner will be contacted by our staff to notify them that the permit is ready to be picked up and the permit fee amount required to release the permit.