

# RESIDENTIAL DECKS APPLICATION SUPPLEMENT

VILLAGE OF MARIEMONT, OHIO - BUILDING DEPARTMENT

6907 WOOSTER PIKE MARIEMONT, OHIO 45227

513.271.3315 Telephone 513.271.1655 Fax

## Building Department Hours

Office Hours: Monday through Friday 8:30 am – 12:30 pm

### 1. WHEN IS A ZONING AND CERTIFICATE OF PLAN APPROVAL APPLICATION REQUIRED FOR A RESIDENTIAL DECK?

Zoning and Certificate of Plan Approvals are required for all decks, except as noted below. When replacing an existing deck with a new deck of the same size, the new deck must meet all requirements of the Zoning and Building code. Zoning and Certificate of Plan Approvals are not required for residential decks that meet all of the following criteria:

- (1) Total floor area of the deck is 100 square feet or less
- (2) The deck is a minimum of six (6) feet from the home and all other structures
- (3) The deck is a minimum of six (6) feet to any property line

### 2. IS ZONING APPROVAL REQUIRED?

Yes. Zoning approval is included with the plan review and issuance of a Zoning and Certificate of Plan Approval.

### 3. HOW DO I OBTAIN A ZONING AND CERTIFICATE OF PLAN APPROVAL?

Complete an Application for Zoning and Certificate of Plan Approval and submit three copies of the building plans, with site plan attached to each, for review by the Village of Mariemont Building Department, 6907 Wooster Pike, Mariemont, OH 45227. The standard fee for a deck is \$173.00, regardless of size or cost. This fee is required to be paid in full at the time of application, in check form only, made out to **Village of Mariemont**.

### 4. WHAT CONSTITUTES ACCEPTABLE PLANS FOR A DECK?

A. Plot Plan: Drawn to scale (not less than 1" = 20'-0") showing:

1. Property lines and property dimensions
2. All existing and proposed structures
3. Distance from the house to the proposed deck (if not attached)
4. North arrow
5. Distance from the property lines to the proposed deck
6. Deck height above grade at all corners

B. Building Plans: Drawn to a uniform scale (not less than 1/4" = 1'-0") showing:

1. All submitted sheets should identify the project address and the names and addresses of the property owner, the contractor, and the person who prepared the drawings.
2. A fully dimensioned foundation and framing plan showing a view of the deck from above with all floor decking removed. This drawing should show all concrete pier footing sizes and locations and the distances between them. Show the dimensions between all wood posts, beams and joists. Indicate all cantilevered joists and beams with their dimensions.
3. A fully dimensioned floor plan showing the view of the deck from above with all floor decking shown, built-in seating (if applicable), guardrails, handrails, and stairs/steps (if applicable) with dimensions shown.

4. Deck section view (including materials, sizes and dimensions, deck height off grade, guardrail height off deck, spacing of vertical or horizontal balusters, connections to existing house and deck members to other deck members, pier or footing materials, sizes and depth below grade, post connection to pier or footing).
5. Stair section view (include materials, sizes and dimension, guard/handrail height off risers, spacing of vertical or horizontal baluster, diameter or width of handrail, tread and riser dimensions, stair stringer connection to deck and to concrete at base).
6. Elevation views, showing how the deck looks from all sides as a completed project with floor dimensions above grade and guardrail and handrail heights above deck floor surface is required.

**5. WHAT HAPPENS AFTER I APPLY FOR MY ZONING AND CERTIFICATE OF PLAN APPROVAL?**

The Village of Mariemont Building Department will review the application. Corrections (if any) must be submitted within 60 days. Upon receipt of the necessary approvals, a Certificate of Occupancy & Compliance will be issued and the applicant notified that the permit is ready.

**6. WHAT IS REQUIRED AFTER THE ZONING AND CERTIFICATE OF PLAN APPROVAL IS ISSUED?**

All work must be performed in accordance with the approved plans, the Residential Building Code and all Village of Mariemont Zoning Code requirements and other applicable ordinances, including work rules, noise generation and trash removal. The permit will expire if work is not started, is postponed, or abandoned or an inspection is not requested within six months of the issue date. All work must be completed within one year of the issue date of the permit.

**7. REQUIRED INSPECTIONS (24 hour minimum notice)**

- A. Village of Mariemont Building Department
  1. Soil Inspection
  2. Framing and Final Inspection
- C. Inspection Bureau Inc. (hot tub and exterior lighting and receptacles, etc)
  1. Rough electric
  2. Final electric