

**Town of Grand Rapids**  
**2410 48th St. S.**  
**Wisconsin Rapids, WI 54494**  
**(715) 424-1821**

For obtaining a Permit for a **DECK** the following must be done before the Inspector can issue the permit:

1. County Zoning Permit - If your building project is located within 1,000 feet of a lake or flowage or within 300 feet of any navigable stream, then you would be required to apply for a “Shoreland – Zoning” permit from Wood County Planning and Zoning.
2. Town of Grand Rapids Zoning Permit - You must provide zoning information as part of the Building Permit application so the Zoning Administrator can verify compliance with the Town zoning ordinance.
3. Plot plan - showing the location of the deck in relation to other buildings, wells, surface waters, property lines, and septic systems.
4. Building Permit Application – see attached Permit application
5. Signed “Cautionary Statement” – If the owner is taking out the building permit. Other than the property owner, only a contractor with State certifications as a Dwelling Contractor and Contractor Qualifier may obtain permits for work on one and two family dwellings.

**Information**

Decks that are attached to the dwelling or serve an exit from a dwelling must have frost protection for the footings or foundation at least 48” below finished grade.

All this information and forms are available at Town of Grand Rapids Web-site at [www.townofgrandrapids.org](http://www.townofgrandrapids.org) along with applications for other types of permits also.

|  |  |  |                                      |
|--|--|--|--------------------------------------|
| <b>Town of Grand Rapids</b><br>2410 48 <sup>th</sup> St. South<br>WI Rapids, WI 54494<br>(715)- 424-1821 |  | <b>Building Permit<br/>Application</b> | Permit # _____<br><br>Parcel # _____ |
|--|--|--|--------------------------------------|

|                             |  |   |   |                                      |
|-----------------------------|--|---|---|--------------------------------------|
| <b>Project Type:</b>        | <input type="checkbox"/> Addition or Remodel to Dwelling or Duplex | <input type="checkbox"/> Residential Acc. Building / Garage | <input type="checkbox"/> Commercial Bldg Use: | <input type="checkbox"/> Other: Use: |
| <b>Project Address:</b>     |  |   | Subdivision:                                  | Lot #:                               |
| <b>Owners Name:</b>         |  |   |   |                                      |
| <b>Owners Address:</b>      |  |   | <b>Home Phone #:</b>                          |                                      |
|                             |  |   | <b>Cell Phone #:</b>                          |                                      |
| <b>Contractors Name:</b>    |  |   | <b>License #:</b>                             |                                      |
| <b>Contractors Address:</b> |  |   | <b>Business Phone #:</b>                      |                                      |
|                             |  |   | <b>Cell Phone #:</b>                          |                                      |

### Project Description

|                               |  |
|-------------------------------|--|
| <b>Current Zoning:</b>        |  |
| <b>Lot Area:</b>              |  |
| <b>Planned Setbacks:</b>      |  |
| Front                  Rear   |  |
| Left                    Right |  |
| <b>Estimated Cost:</b>        |  |

I agree to comply with all applicable codes, statutes and ordinances and with the conditions of this permit; understand that issuance of the permit creates no legal liability, expressed or implied, on the municipality and certify that all the above information is accurate. I expressly grant the building inspector or his agent, permission to enter the premises for which this permit is sought at all reasonable hours, and for any purpose to inspect the work which is being done.

**Applicants Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

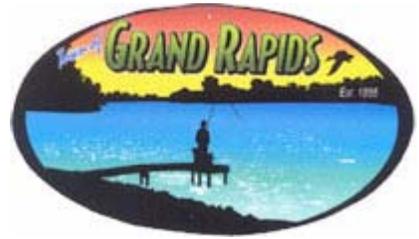
|   |
|---|
| <b>Approval Conditions:</b> This permit is issued pursuant to the following conditions. Failure to comply may result in suspension or revocation of this permit or other penalty. |
|   |
|   |
|   |
|   |
|   |

**Permit Fee:** \$ 50.00                  **Date Pd.** \_\_\_\_\_ **Receipt #:** \_\_\_\_\_

**Permit Issued By:**

|   |
|---|
| <b>Name:</b>                                  |
| <b>Date Issued:</b> _____ <b>Tel. #</b> _____ |
| <b>Certification No:</b>                      |

**TOWN OF GRAND RAPIDS**  
ZONING PERMIT INFORMATION  
Related to One and Two Family Permits



Parcel # \_\_\_\_\_

**APPLICANT** \_\_\_\_\_

Phone \_\_\_\_\_ Address \_\_\_\_\_

**OWNER\*** \_\_\_\_\_

Phone \_\_\_\_\_ Address \_\_\_\_\_

**LOCATION** (Address) \_\_\_\_\_

Legal Description \_\_\_\_\_

Zoning \_\_\_\_\_ Parcel Size \_\_\_\_\_

**CURRENT USE**

**PROPOSED USE**

.....**SITE** Improvements planned \_\_\_\_\_

~~.....~~ Parking \_\_\_\_\_

~~.....~~ Highway access \_\_\_\_\_

.....**EXISTING STRUCTURES** (Include size)

.....**DFCDCG98 GHFI 7HI F9G**

# TOWN OF GRAND RAPIDS

## Zoning Permit Information

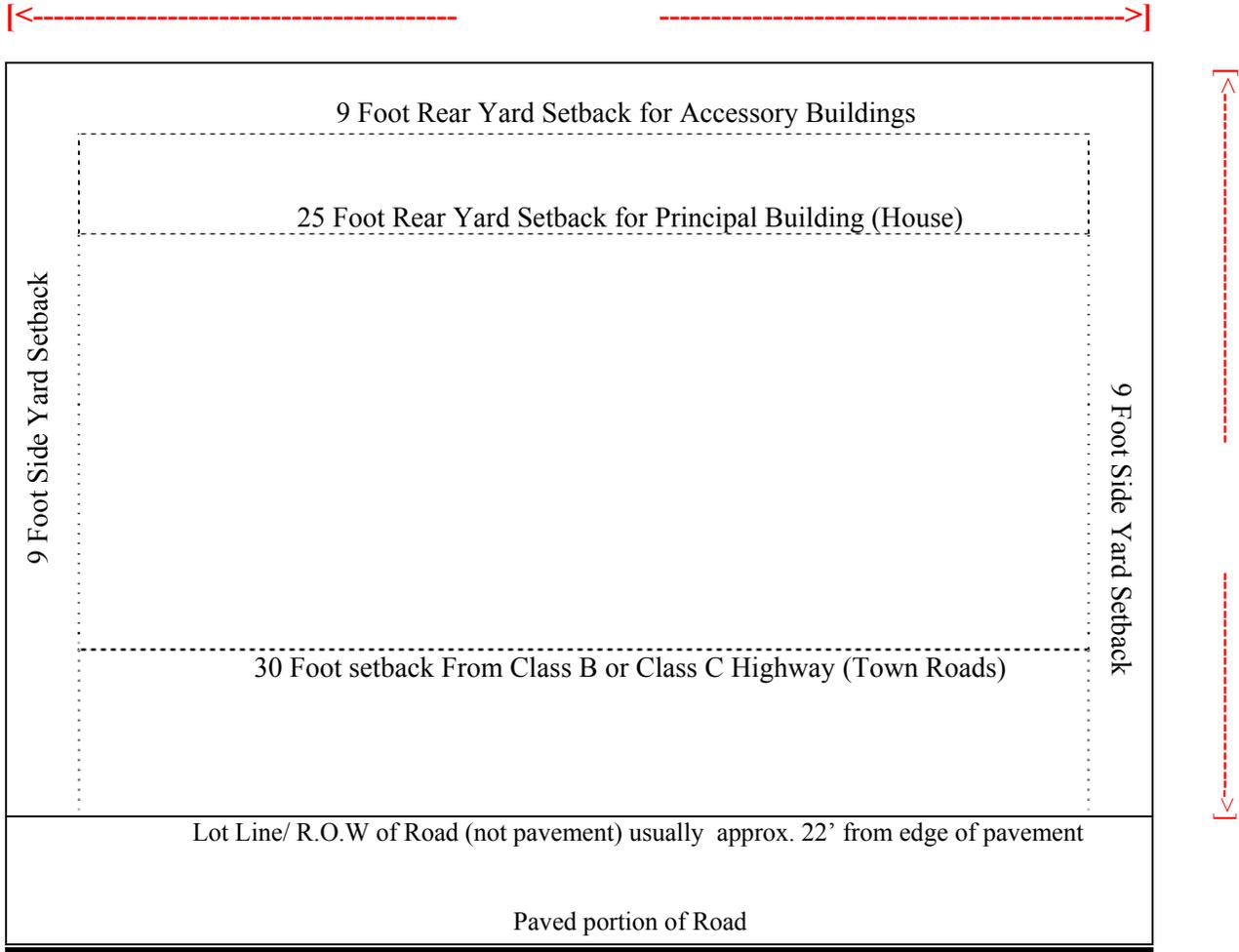
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Completion date \_\_\_\_\_

Septic system/Well/Drainage \_\_\_\_\_

### OTHER INFORMATION

### PLOT PLAN



**Applicant** \_\_\_\_\_ **Owner\*** \_\_\_\_\_  
(Signature) (Signature) \*If Applicant is not the Owner

Date \_\_\_\_\_

Building Inspector/Zoning Administrator  
2410 48<sup>th</sup> Street South • Wisconsin Rapids, WI 54494-7799  
Phone (715) 424-1821 • Cell (715) 213-3264 • Fax (715) 424-0688

**DECK INFORMATION NEEDED**  
**Please submit with site plan for review/ approval**

What size is your deck? \_\_\_\_\_ x \_\_\_\_\_

What type of Wood? \_\_\_ Treated Wood \_\_\_\_\_ Redwood \_\_\_ Cedar \_\_\_ Other \_\_\_\_\_

How high off the ground is the floor of the deck? \_\_\_\_\_ less than 24" \_\_\_\_\_ more than 24"

What size are the floor joists? \_\_\_\_\_ 2 x 6" \_\_\_\_\_ 2 x 8" \_\_\_\_\_ 2 x 10" \_\_\_\_\_ 2 x 12"

How far do the floor joist span (between supports)? \_\_\_\_\_

What is the spacing of the floor joist? \_\_\_\_\_ 12" O.C \_\_\_\_\_ 16" O.C. \_\_\_\_\_ 24" O.C.

What size are the support beams? \_\_\_ 2 – 2 x 6" \_\_\_ 2- 2 x 8" \_\_\_ 2- 2 x 10" \_\_\_ 2 – 2 x 12"

How Far apart are the beam supports (footings)? \_\_\_\_\_

Is the deck attached to the house? \_\_\_\_\_

If yes, how is the ledger board fastened to the house? \_\_\_ 1/2 " lag bolts \_\_\_ 1/2" carriage bolts

Spacing of bolts \_\_\_\_\_

**Fasteners for pressure -preservative treated wood shall meet one of the following requirements per Comm. 21.10(5):**

1. The fastener is a steel bolt with a diameter of .5 inch or greater.
2. The fastener is made of stainless steel.
3. The fastener is made of hot-dipped galvanized steel with the coating labeled as complying with ASTM A 153.
4. The fastener is made of steel with a mechanically-deposited zinc coating labeled as complying with ASTM B 695, class 55 or greater.
5. The fastener has coating types and weights in accordance with the fastener manufacturer's recommendations. In the absence of the manufacturer's recommendations subd. 1,2,3, or 4 shall apply.

**For pressure-preservative treated wood, when a fastener is used with a hanger or other metal fixture, the fastener shall be of the same material as the hanger or metal fixture per Comm. 21.10(5)(b). Fasteners include nails, screws and bolts, along with nuts and washers.**

What thickness deck boards? \_\_\_\_\_ 5/4" \_\_\_\_\_ 1 1/2" \_\_\_\_\_ other

What is the height of the deck rail? (min. of 36" if guardrails are required) \_\_\_\_\_

What spindle spacing? (4" ball cannot pass if guardrails are required) \_\_\_\_\_

What is the height of the stairway handrail? (30" – 38" range) \_\_\_\_\_

What are the stair rises? (8" max) \_\_\_\_\_

What are the stair runs? (9" min. nose to nose) \_\_\_\_\_

How wide is the stairway? (36" min.) \_\_\_\_\_

# TOWN OF GRAND RAPIDS

## DECK INFORMATION AND REQUIREMENTS

1. All Decks with height of more than 24" are required to have guardrails with height of not lower than 36". Spindles are also required with a spacing of not more than 4" between spindles. If adding on to existing deck, guardrails and spindle spacing must meet existing code requirements.
2. STAIR DETAILS. (a) Width. Stairs shall measure at least 36 inches in width. Handrails and associated trim may project no more than 4 1/2 inches into the required width at each side of the stairs. (b) Treads and risers. 1. Except for spiral stairs and winders, risers may not exceed 8" inches in height measured vertically from tread to tread. Treads shall be at least 9" inches wide measured horizontally from nosing to nosing.
3. Within individual stairways, tread widths and riser heights may vary in uniformity by a maximum of 3/8" inches. Variations in uniformity may not cause either dimension to be exceeded. Note: This means the first tread stepping down from deck and the last tread stepping down to the ground must be uniform with other steps. Beware of the pre-cut stringers & steps) that you can purchase from your local retail center as they might not meet code on the bottom step to grade.
4. HANDRAILS AND GUARDRAILS. Handrails or guardrails shall be provided on all open sides of stairs consisting of more than 3 risers and on all open sides that are elevated more than 24 inches above the floor or exterior grade. Handrails and guardrails shall be constructed to prevent the through passage of a sphere with a diameter of 4" inches or larger. Handrails and guardrails shall be designed and constructed to withstand a 200-pound load applied in any direction. Exterior handrails and guardrails shall be constructed of metal, decay resistant, or pressure treated wood, or shall be protected from the weather.
5. Height. Handrails shall be located at least 30 inches, but no more than 38 inches above the nosing of the treads. Measurements shall be taken from the hard structural surface beneath any finish material to the top of the rail. Variations in uniformity are allowed only when a rail contacts a wall or newel post or where a turnout or volute is provided at the bottom steps.
6. Decks are fastened to the house with a ledger board and using an approved flashing. Footing must be 48" in depth and can be round or of a block design. Design footing for anticipated load, such as future roof. Check for approved fasteners.
7. Decks that are free standing and not attached to the house may set on concrete piers and must be properly cross-braced. **Frost protection (footings at least 48" below grade) is required for attached decks and any deck that serves an exit from the dwelling.** Concrete piers shall be located on undisturbed or compacted soil, free of organic material. (Black Dirt)
8. Setbacks: Side lotline is 9 feet, Rear lotline is 9 feet and Street lotline is 30 feet.
9. If deck is closer than 5 feet from septic tank, it must allow easy access to the tank for pumping and maintenance.
10. Protection against moisture and decay: Any wood members within 18 inches of grade must be pressure treated with preservative or shall be a naturally durable and decay resistant species.
11. Building Permit Required. (\$20)

**Building Inspector/Zoning Administrator: Larry Gilles**  
2410 48<sup>th</sup> Street South · Wisconsin Rapids, WI 54494-7799  
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Email: [building@grandrapidswi.org](mailto:building@grandrapidswi.org)