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215 W. Main Street • Northville, Michigan 48167-1540  
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## DECK PERMIT GUIDELINES

1. Complete the Building Permit Application and include 2 sets of plans/drawings with your application.

**All decks located within the Historic District boundaries must have the approval of the Historic District Commission (HDC) prior to submitting a Building Permit Application and the issuance of a Building Permit.** The HDC meets on the 3<sup>rd</sup> Wednesday of the month. The Historic District Application details the information and process for submitting a project and appearing before the HDC. This application is available on the City's website [www.ci.northville.mi.us](http://www.ci.northville.mi.us) (go to Services, Building Department, Historic District).

2. Include a Mortgage Survey showing the location of the proposed deck, accessory structures, easements, and the location of gas and electrical meters.
3. If your deck is located in the Historic District, include a copy of your Notice from the Historic District Commission indicating your project was approved.
4. Submitted plans/drawing of deck must be to scale and printed to scale and include the following information:
  - All measurements pertaining to size of deck; and
  - Post hole locations and on center spacing, minimum footing depth of 42" and sized to support the deck load as required; and
  - Beam sizes, species, joist sizes, species, on center spacing and locations, decking material being used, and type of ground cover if necessary; and
  - Elevation from the top of the deck measured to grade level.
5. A guard rail is required for all decks that are elevated 30" or more above grade level. Balusters must be installed vertically. Minimum guard rail height of 36" with a maximum of 4" spacing between balusters is required. Provide details.
6. Provide a stair detail showing rise and run of stringers and hand rail detail.
7. If the deck is attached to the home you must provide a flashing detail and the method of attachment to the home.
8. All decks must be in compliance with the City of Northville Zoning Ordinance, Section 18.11.10, Decks. The Zoning Ordinance may be viewed on the City's website at [www.ci.northville.mi.us](http://www.ci.northville.mi.us) (go to Services, Building Department, Zoning Ordinance).
9. Both a post hole inspection and final inspection is required. Inspection contact information will be included on the Building Permit.
10. Contact the Building Inspector at 734-323-5613 with further questions.