

# BUILDING & ZONING PERMIT APPLICATION FOR

## (DECK'S)

PLANNING AND ZONING DEPARTMENT, CITY OF ABERDEEN, 123 S LINCOLN ST, ABERDEEN, SD 57401

The undersigned, an owner or their representative, of the following described property do hereby apply for a Zoning Permit for the use indicated below. The applicant certifies that all information contained in the application is true and correct. The applicant is required to submit, in addition to the information in this application, a SITE PLAN APPLICATION according to the specifications indicated on the site plan form. **BUILDING AND ZONING PERMITS WILL EXPIRE IF THE PROJECT HAS NOT BEGUN WITHIN SIX MONTHS AFTER DATE OF PERMIT OR WORK IS DISCONTINUED FOR A PERIOD OF SIX MONTHS.**

(PLEASE PRINT)

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**Location:** Property Address: \_\_\_\_\_  
Legal Description: \_\_\_\_\_  
\_\_\_\_\_

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**Owner:** Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Telephone: \_\_\_\_\_

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**Contractor:** Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Telephone: \_\_\_\_\_

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**Request:** New Construction      New Addition      Moved In  
Other: \_\_\_\_\_

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Residential

Single-Family	Deck /	Uncovered	Covered	Submit form: SPA-2 & BPA-2
Two-Family	Deck /	Uncovered	Covered	Submit form: SPA-2 & BPA-2
Multi-family	Deck /	Uncovered	Covered	Submit form: SPA-2 & BPA-2

Commercial

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**Type:** \_\_\_\_\_ Width      \_\_\_\_\_ Depth      \_\_\_\_\_ Overhang

Other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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Signature of Owner or Contractor: \_\_\_\_\_ Date: \_\_\_\_\_

Please print Owner or Contractor: \_\_\_\_\_  
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Received by: \_\_\_\_\_ Date: \_\_\_\_\_

**TO BE USED FOR SITE PLAN**

**AS REQUIRED PER FORM: SPA-2 / EXAMPLE**

The undersigned certifies that all information contained in the SITE PLAN APPLICATION is true and correct and that **all property pins have been found and exposed** by the undersigned in order to show dimensions and made visible for inspection.

Signature of Owner or Contractor: \_\_\_\_\_ Date: \_\_\_\_\_

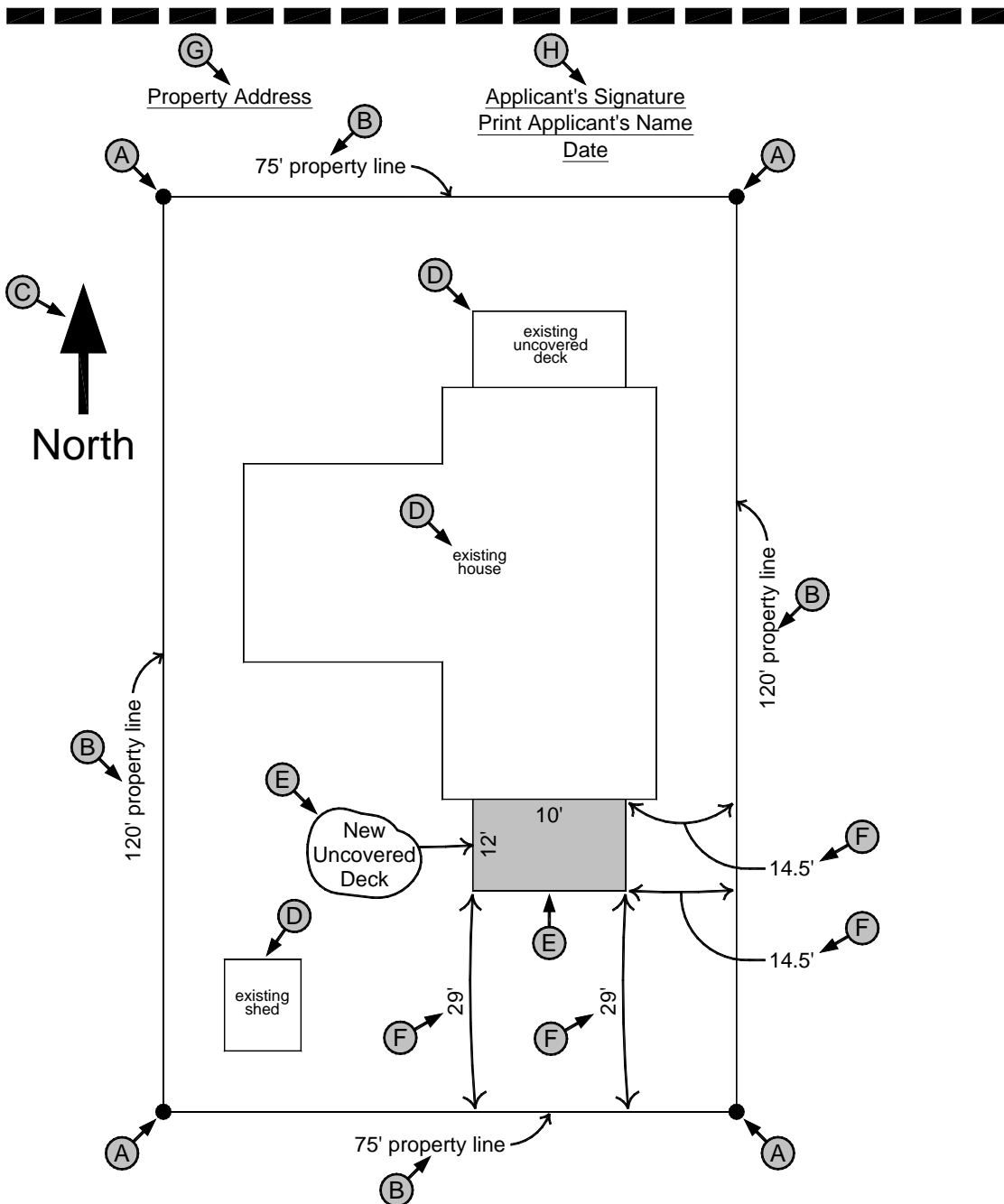
Please print Owner or Contractor: \_\_\_\_\_

# FORM: SPA-2 / EXAMPLE

## SITE PLAN APPLICATION REQUIREMENTS FOR UNCOVERED OR COVERED DECKS

THE FOLLOWING INFORMATION IS REQUIRED TO BE SHOWN ON YOUR SITE PLAN APPLICATION FOR DECKS TO BE UNCOVERED OR COVERED

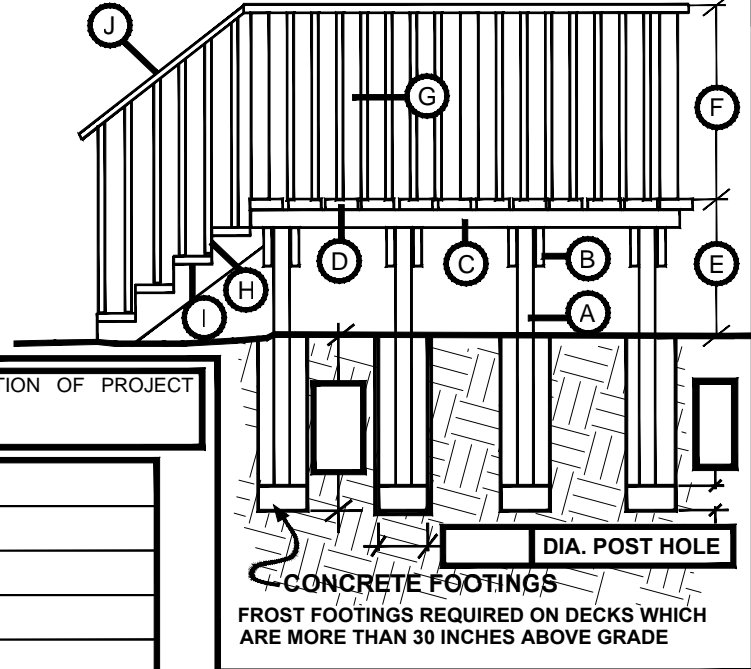
- (A) Property pins must be found and marked prior to submitting zoning permit application. Property pins must be shown on site plan verifying that they have been found and marked.
- (B) Lot size and property line must be noted on site plan.
- (C) North arrow must be noted on site plan.
- (D) Existing house, covered decks, uncovered decks and any other buildings must be shown on site plan.
- (E) Location and size of new deck must be shown on site plan.
- (F) Distance from new deck corners to property lines must be shown on site plan.
- (G) Address of property needs to be noted on site plan.
- (H) Site plan application must be signed, printed and dated by applicant.



# FORM: BPA-2

BUILDING APPLICATION REQUIREMENTS FOR UNCOVERED DECKS  
 REFER TO FORM: BPA-2 / EXAMPLE ON HOW TO COMPLETE THIS FORM

SIZE OF POST SUPPORTING DECK	(A)
SIZE OF BEAMS SUPPORTING FLOOR JOISTS	(B)
SIZE FLOOR JOISTS & SPACING	(C)
SIZE OF DECKING LUMBER	(D)
HEIGHT ABOVE THE GROUND	(E)
HEIGHT OF GUARDRAIL	(F)
SPACING BETWEEN SPINDLES	(G)
RISERS OF THE STAIRWAY	(H)
RUNS OF THE STAIRWAY	(I)
SIZE OF HANDRAILS	(J)



MAKE A DRAWING OF YOUR DECK AND SHOW DIMENSION

## PLAN REVIEW FOR DECKS

VALUATION OF PROJECT

OFFICE PLAN REVIEW COMMENTS

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BUILDING INSPECTION APPROVAL



ADDRESS:

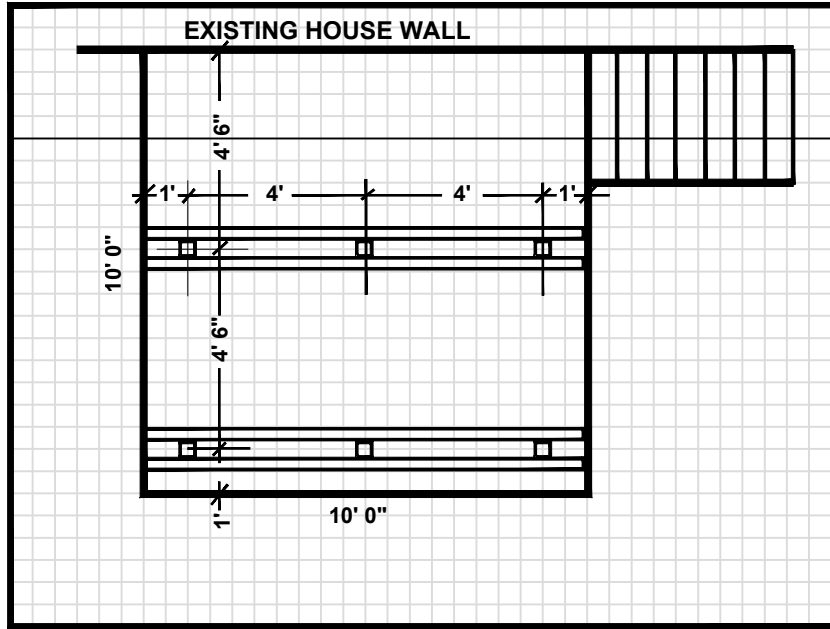
OWNER:

DATE:

THIS FORM MUST BE FILLED OUT AND RETURNED TO THE BUILDING INSPECTION OFFICE FOR REVIEW AND APPROVAL BEFORE A BUILDING PERMIT CAN BE ISSUED.

# FORM: BPA-2 EXAMPLE

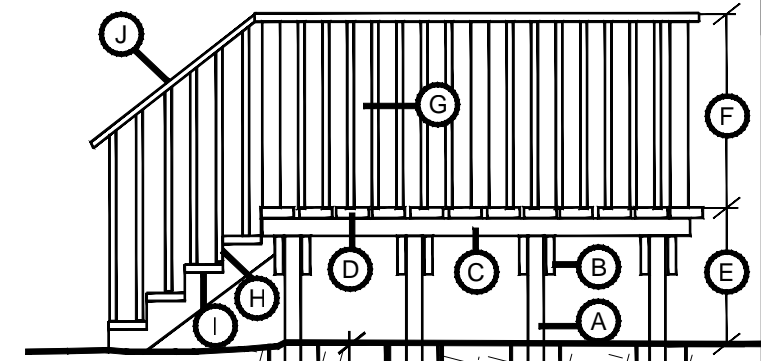
EXAMPLE OF BUILDING APPLICATION REQUIREMENTS FOR UNCOVERED DECKS



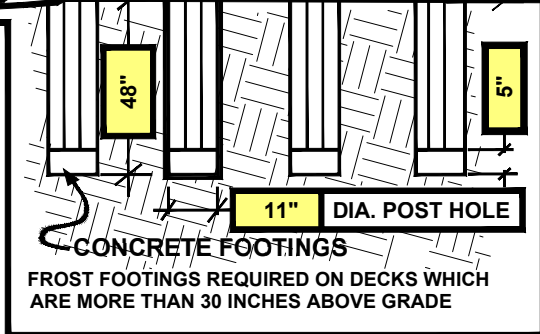
MAKE A DRAWING OF YOUR DECK AND SHOW DIMENSION

## PLAN REVIEW FOR DECKS

SIZE OF POST SUPPORTING DECK	4 X 4'S	(A)
SIZE OF BEAMS SUPPORTING FLOOR JOISTS	2 - 2 X 10'S	(B)
SIZE FLOOR JOISTS & SPACING	2 X 8'S @ 16" oc	(C)
SIZE OF DECKING LUMBER	2 X 6'S	(D)
HEIGHT ABOVE THE GROUND	48	(E)
HEIGHT OF GUARDRAIL	36	(F)
SPACING BETWEEN SPINDLES	4	(G)
RISERS OF THE STAIRWAY	6	(H)
RUNS OF THE STAIRWAY	11	(I)
SIZE OF HANDRAILS	1 1/4" DIA	(J)



VALUATION OF PROJECT



OFFICE PLAN REVIEW COMMENTS

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BUILDING INSPECTION APPROVAL



ADDRESS:

OWNER:

DATE:

THIS FORM MUST BE FILLED OUT AND RETURNED TO THE BUILDING INSPECTION OFFICE FOR REVIEW AND APPROVAL BEFORE A BUILDING PERMIT CAN BE ISSUED.

**TO BE COMPLETED BY ZONING DEPARTMENT  
FOR DECKS**

Property Address: \_\_\_\_\_

Subject \_\_\_\_\_ Zoning District: \_\_\_\_\_ Sheet #: \_\_\_\_\_

Location:	City limits	Within one mile of city limits	Within three mile zoning jurisdiction
Type of Lot:	_____ Interior	_____ Corner	_____ Double Frontage
Lot Size:	_____ Width	_____ Depth	_____ # of acres for A-1 and M-AG
Required Setbacks:	_____ Front	_____ Rear	_____ Side _____ Side Street

Located in flood plain?	No	Yes	Accessory building need flood plain permit application submitted to:	City	County
Located in flight path?	No	Yes		Date airport approval granted: _____	
Located in historic district?	No	Yes		Date State approval granted: _____	
Landscaping required?	No	Yes		Date landscape plan approved: _____	

Additional Comments: \_\_\_\_\_

\_\_\_\_\_ Denied By Zoning Officer: \_\_\_\_\_ Date: \_\_\_\_\_

Reason for Denial: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Approved By Zoning Officer: \_\_\_\_\_ Date: \_\_\_\_\_ Permit Number Issued: \_\_\_\_\_

Stipulations: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_