

ALCC request for approval of DECK PROJECT

Failure to complete this form and obtain approval **PRIOR to starting** project will result in **minimum \$100 fine**

This procedure must be followed for deposit return

Name: _____

____ ADAMS

Address: _____

____ BURNHAM
____ CLARK

Phone: _____

____ DEARBORN
____ EVANSTON

Email: _____ can we email you approval paperwork? Y/N

Date submitted: _____ \$250.00 security deposit is required.

Signature: _____

I have read and understand the deck guidelines on page 2: _____ (initial)

PLANNED PROJECT: ____ REMOVAL ____ INSTALLATION ____ REPLACE/REPAIR

Describe project location including sketch or drawings, etc.

Name, address & phone of CONTRACTOR:

Contractor email: _____ can we email you approval paperwork? Y/N

DATE APPROVED: #1 _____ (INIT. _____) **#2** _____ (INIT. _____)

APPROVED WORK *MUST* BE STARTED WITHIN 40 DAYS OF APPROVAL OR A NEW APPROVAL WILL BE NECESSARY.

Deck Guidelines

1. Length and width of deck and railing cannot exceed shortest privacy fence.
2. All decks and railing must be a minimum of 6" away from any privacy or neighboring unit wall, which may not be used to support a deck. A movable section of decking may be installed up to, but not attached to, the privacy or neighboring unit wall.
3. Deck rail height:
 - If the deck is less than 12" high from ground no railing is required, but it may have a railing at least 36" but not higher than 48" floor to top (and follow guidelines for patio railing)
 - if the deck is more than 12 inches from the ground it must have at least a 36" railing (posts may be taller) and no more than a 42" railing.
4. Balusters cannot be more than 6" apart. Balusters must provide 50% openness unless special permission is granted.
5. 42" footings required.
6. Wood decks and railings must be stained within one year of completion. Preferred deck stain is Oxford Brown or comparable color of dark brown oil stain. If preferred, floor and treadle may remain natural wood color.
7. Composite decks must be dark brown. A brochure or sample of the color to be installed must be supplied with this form for approval.
8. Plans must first be presented to the Acacia ALCC for approval, then processed to the Village of Indian Head Park for building permit (if required).