

Do I Need a Building Permit?

YES

(*if taller than 30 inches from grade level)

What needs to be included on a building permit?

- A complete Building Application
- A Site Plan to scale that shows;
 1. All property lines.
 2. Dimensions & location of proposed structure.
 3. Any existing buildings and structures on the property.
 4. Setbacks from all property lines, utility easements, and the right-of-way.
- Building Plan or manufacturer product data sheet.
- Additional information may be requested from City Officials.

Contact Us



PERMITS@EXCELSIORSPRINGS.GOV



(816) 630-0756



**201 E Broadway Ave.
Excelsior Springs, MO 64024**



BUILDING A DECK



What Are My Setback Requirements?

Where Can I Put My Deck?

Open, uncovered porches, balconies and decks may extend into the required side street yard on a corner lot, up to but not more than 8 feet or ½ of an existing yard, whichever is less; such balconies or decks shall not be enclosed with a wall or other structure that extends more than 42 inches above the floor or which is perforated over its entire surface less than 25%.

When Are Inspections Required?

1. Piers/Footings
2. Framing and Final

What Goes On My Building Plan?

1. Pier locations, depth and size
2. Size and materials of posts, beams and joists.
3. Size, Height and spacing of guardrails and spindles.

What Are The Building Requirements?

Footing and piers must extend 36 inches below grade and bear on undisturbed soil.

Guardrails must extend 36 inches above deck.

Decks or stairways more than 30 inches above grade shall have guardrails that are 36 inches tall and have intermediate rails placed so that a 4 inch ball cannot pass through.

6 foot 8 inch headroom required over stairs.

Handrails are required on all open sides of stairs.

Stairways having less than 3 risers do not need handrails

Stair tread shall have no more than 7 ¾ inch rise and no more than 3/8 inch difference.

Process

1. Identify a space for the deck that meets setback and code requirements.
2. Fill out a building permit application and attach all required items.
3. Submit your application and wait for City Officials to review your plans. Please allow up to 2 weeks for review. The City Planner and Building Inspector will work with you to find solutions if you do not meet code in your plans.

Other Info & Useful Tips

-Accurate hand drawings are acceptable

-If your home is in a historic district, a Certificate of Appropriateness (COA) is needed to proceed with the process.

-A diagram of your property is available at <https://gisweb.claycountymmo.gov/index.htm> or <https://ray.missouriassessors.com/>

-City staff is always willing to assist you at any point of the process.