




Project Checklist

Determine where your deck can be located. 

Deck construction plan showing construction details and guardrails and handrails (if needed). 

Site plan drawn to scale including all property lines and dimensions, existing buildings, and the location of the proposed deck, including distance from property lines and buildings. 



The Community Development Department is located on the 2nd floor of City Hall, 140 Main Street.

CITY OF MENASHA

Contact Information

Community Development

Phone 920-967-3650

Fax 920-967-5272

Building Inspector

Phone 920-967-3655

Schedule Inspections 1-800-422-5220

Diggers Hotline

Phone 1-800-242-8511

Website www.DiggersHotline.com



140 Main Street
Menasha, WI 54942
Phone: (920) 967-3650
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This information was last updated September 2007.

City of Menasha
Community Development
Department

Decks



Decks—City of Menasha

Do I need a permit?

In all cases, a building permit is required for building a deck. When applying for a permit, you need to provide deck construction plan and a site plan drawn to scale with the following information:

- All property lines and dimensions
- Existing buildings
- Location of the proposed deck including distance from property lines and buildings
- Any other information affecting the premises (such as easements)

Permit applications are available from the Building Inspections Department. Issued permits may include limitations on the location, height, or materials used as may be necessary to protect public safety or community aesthetics.

Diggers Hotline:

Whether or not you need a permit, contact Diggers Hotline toll-free three days in advance at:
1-800-242-8511.



Where can I place the deck?

A deck may be freestanding or attached to your house or another structure.

- Freestanding decks must be at least 3 feet from any property line, provided

that it is at least 8 feet from the principal structure. Freestanding decks may be a maximum of 200 square feet.

- Decks attached to or abutting your house must be at least 30 feet from the rear property line, between 6 and 10 feet from side property lines, depending on site conditions, and 8 feet from any other structure (excluding the house the deck is attached to or abutting).



What materials do I need?

- Weather-resistant materials such as treated lumber or composite.
- Footings must be adequate to support the load.
- Footings for decks attached to the house must be at least 48 inches deep to prevent frost heaving.

How can I make my deck safe?

- Guardrails must surround any deck that is more than 2 feet above grade, and they must be a minimum of 36 inches high.



- Construct guardrails so that a 4 inch sphere cannot pass through the spaces between the railings, balustrades or latticework.
- Stairs of more than 3 rises require handrails, constructed so that a 4 inch sphere cannot pass through the space between the railings, balustrades or latticework. Handrails must measure at least 30 inches but not more than 38 inches from the nosing of the tread to the top of the handrail.

Inspections are required both when the post holes are dug (before concrete is poured) and when the deck is completed.

