# Town of Milton

Building / Zoning / Planning Department

Email: buildingzoning@miltonny.gov

503 Geyser Road
Ballston Spa N.Y.12020

Telephone (518) 884-2764
Fax (518) 885-8805


## Deck Permit Information

**In order to process a Deck Permit the following documents are required, including but not limited to:**

1. A signed and completed Town of Milton Building Permit Application.
2. 2 copies of the Liability Insurance information for the Contractor completing the work. Not applicable if homeowner is completing work.
3. 2 copies of proof of Workers Compensation or Workers Compensation Exemption for the contractor completing work. If the homeowner is completing the work, a homeowner's worker's compensation exemption form must be signed and notarized.
4. 3 copies of a plot plan showing house setback dimension from side and rear yard, with septic, power and utilities shown on plot plan.
5. 3 copies of the deck design print showing footing information, lumber dimension information, hand and guard rail information, as well as step and gate information. Must be stamped with engineer seal if over $10,000.
6. Cash or check made payable to The Town of Milton for the permit fee as designated in the Town of Milton Fee Schedule.

## Required Inspections

***All Building Department inspections must be scheduled at least 24 business hours in advance. All stamped "Building Site Copy" documents must be kept on site at all times. The Building Permit must be viewable from the road at all times until your Certificate of Compliance has been issued. Please contact the Building Department to schedule the following inspections:**

1. Footing inspection – Prior to pouring concrete, or before backfilling.
2. Final inspection to close out permit - Once work is completed including all stairs, railings, and hand rails. All work must comply with all deck requirement listed in deck handout to receive Certificate of Compliance at final inspection.

**** It is your responsibility to contact the Building Department within 24hrs of work completion to schedule a final inspection to close out the permit to avoid additional fees being charged.**

# Town of Milton

## Building / Zoning / Planning Department

Email: buildingzoning@miltonny.gov

503 Geyser Road
Ballston Spa N.Y.12020

Telephone (518) 884-2764
Fax (518) 885-8805


## DECK REQUIREMENTS

1) Footings must be a minimum of 48" deep
2) All lumber must be pressure treated or equal
3) All nails, connectors and hangers must be galvanized or equal
4) Guard rails on area more than 30" above grade to be not less than 36" in height
5) Guards on stairs with a rise of more than 30" shall be no less than 34" height
6) Handrails required on at least one side of stairs with four (4) or more risers
7) Handrails on stairs must be 34"-38" in height, measured from the sloped plane of the tread nosing
8) Steps cannot be higher than 8 ¼" and cannot vary more than 3/8" from smallest to largest
9) The minimum tread depth shall be 9 inches (229 mm). The tread depth shall be measured horizontally between the vertical planes of the foremost projection of adjacent treads and at a right angle to the read's leading edge. The greatest tread depth within any flight of stairs shall not exceed the smallest by more than 3/8 inch (see attached):
    a) Open Riser 9"
    b) Closed Riser must have ¾" min to 1 ¼" max nosing 9 ¾" to 10 ¼" tread
    c) Minimum tread width 36"

    (open risers are permitted providing that the opening between treads does not exceed 4")
10) Provide non-corrosive flashing at house/deck connection (if deck is attached)

## §RR312
## GUARDS

**§RR312.1 Guards.** Porches, balconies, ramps or raised floor surfaces located more than 30 inches (762 mm) above the floor or grade below shall have guards not less than 36 inches (914 mm) in height. Open sides of stairs with a total rise of more than 30 inches (762 mm) above the floor or grade below shall have guards not less than 34 inches (864 mm) in height measured vertically from the nosing of the treads.

Porches and decks which are enclosed with insect screening shall be equipped with guards where the walking surface is located more than 30 inches (762 mm) above the floor or grade below.

**§RR312.2 Guard opening limitations.** Required guards on open sides of stairways, raised floor areas, balconies and porches shall have intermediate rails or ornamental closures which do not allow passage of a sphere 4 inches (102mm) or more in diameter.

**Exceptions:**

1. The triangular openings formed by the riser, tread and bottom rail of a guard at the open side of a stairway are permitted to be of such a size that a sphere 6 inches (152 mm) cannot pass through.
2. Openings for required guards on the sides of stair treads shall not allow a sphere 4 3/8 inches (107 mm) to pass through.

**§RR311.5.3 Stair treads and risers.**

**§RR311.5.3.1 Riser height.** The maximum riser height shall be 81/4 inches (209 mm). The riser shall be measured vertically between leading edges of the adjacent treads. The greatest riser height within any flight of stairs shall not exceed the smallest by more than 3/8 inch (9.5 mm).

**§RR311.5.3.2 Tread depth.** The minimum tread depth shall be 9 inches (229 mm). The tread depth shall be measured horizontally between the vertical planes of the foremost projection of adjacent treads and at a right angle to the tread's leading edge. The greatest tread depth within any flight of stairs shall not exceed the smallest by more than 3/8 inch (9.5 mm). Winder treads shall have a minimum tread depth of 10 inches (254 mm) measured as above at a point 12 inches (305 mm) from the side where the treads are narrower. Winder treads shall have a minimum tread depth of 6 inches (152 mm) at any point. Within any flight of stairs, the largest winder tread depth at the 12 inch (305 mm) walk line shall not exceed the smallest by more than 3/8 inch (9.5 mm).

**§RR311.5.3.3 Profile.** The radius of curvature at the leading edge of the tread shall be no greater than 9/16 inch (14 mm). A nosing not less than 3/4 inch (19 mm) but not more than 11/4 inch (32 mm) shall be provided on stairways with solid risers. The greatest nosing projection shall not exceed the smallest nosing projection by more than 3/8 inch (9.5 mm) between two stories, including the nosing at the level of floors and landings. Beveling of nosing shall not exceed 1/2 inch (12.7 mm). Risers shall be vertical or sloped from the underside of the leading edge of the tread above at an angle not more than 30 degrees (0.51 rad) from the vertical. Open risers are permitted, provided that the opening between treads does not permit the passage of a 4-inch diameter (102 mm) sphere.

**Exceptions:**
1. A nosing is not required where the tread depth is a minimum of 11 inches (279 mm).
2. The opening between adjacent treads is not limited on stairs with a total rise of 30 inches (762 mm) or less.

**§RR311.5.4 Landings for stairways.** There shall be a floor or landing at the top and bottom of each stairway.

**Exception:** A floor or landing is not required at the top of an interior flight of stairs, including stairs in an enclosed garage, provided a door does not swing over the stairs.

A flight of stairs shall not have a vertical rise larger than 12 feet (3658 mm) between floor levels or landings.

The width of each landing shall not be less than the width of the stairway served. Every landing shall have a minimum dimension of 36 inches (914 mm) measured in the direction of travel.

**§RR311.5.5 Stairway walking surface.** The walking surface of treads and landings of stairways shall be sloped no steeper than one unit vertical in 48 inches horizontal (2-percent slope).

**§RR311.5.6 Handrails.** Handrails shall be provided on at least one side of each continuous run of treads or flight with four or more risers.

**§RR311.5.6.1 Height.** Handrail height, measured vertically from the sloped plane adjoining the tread nosing, or finish surface of ramp slope, shall be not less than 34 inches (864 mm) and not more than 38 inches (965 mm).

**§RR311.5.6.2 Continuity.** Handrails for stairways shall be continuous for the full length of the flight, from a point directly above the top riser of the flight to a point directly above the lowest riser of the flight. Handrail ends shall be returned or shall terminate in newel posts or safety terminals. Handrails adjacent to a wall shall have a space of not less than 11/2 inch (38 mm) between the wall and the handrails.

**Exceptions:**

1. Handrails shall be permitted to be interrupted by a newel post at the turn.
2. The use of a volute, turnout, starting easing or starting newel shall be allowed over the lowest tread.

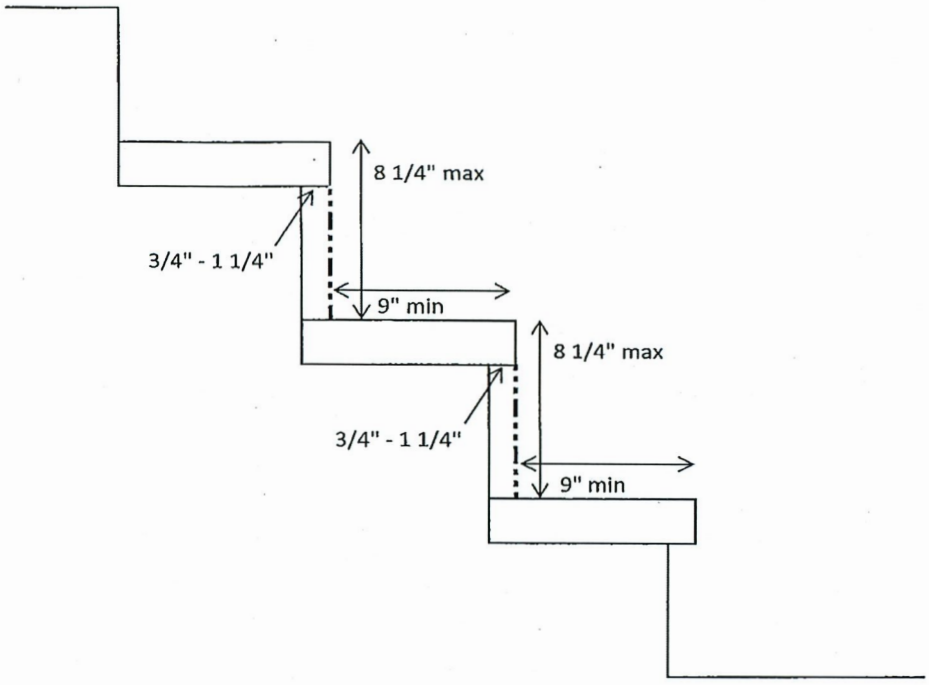
**§RR311.5.6.3 Handrail grip size.** All required handrails shall be of one of the following types or provide equivalent graspability.

1. Type I. Handrails with a circular cross section shall have an outside diameter of at least 11/4 inches (32 mm) and not greater than 2 inches (51 mm). If the handrail is not circular it shall have a perimeter dimension of at least 4 inches (102 mm) and not greater than 61/4 inches (160 mm) with a maximum cross section of dimension of 21/4 inches(57 mm).

2. Type II. Handrails with a perimeter greater than 61/4 inches (160 mm) shall provide a graspable finger recess area on both sides of the profile. The finger recess shall begin within a distance of 3/4 inch (19 mm) measured vertically from the tallest portion of the profile and achieve a depth of at least 5/16 inch (8 mm) within 7/8 inch (22 mm) below the widest portion of the profile. This required depth shall continue for at least 3/8 inch (10 mm) to a level that is not less than 13/4 inches (45 mm) below the tallest portion of the profile. The minimum width of the handrail above the recess shall be 11/4 inches (32 mm) to a maximum of 23/4 inches (70 mm). Edges shall have a minimum radius of 0.01 inch (0.25 mm).

Town of Milton
Building Department

# Stairs example




Tread Depth: The minimum tread depth shall be 9 inches (229 mm). The tread depth shall be measured horizontally between the vertical planes of the foremost projection of adjacent treads and at a right angle to the tread's leading edge. The greatest tread depth within any flight of stairs shall not exceed the smallest by more then 3/8 inch.