

# RESIDENTIAL DECKS AND ACCESSORY STRUCTURE

PUBLIC SERVICES  
DEPARTMENT



CITY OF  
**POSTFALLS**

## FAQ's

### **Do I always need a permit for building a deck or storage shed?**

Currently a building permit is required for any deck which measures over 30 inches from the ground to the deck surface or if it has a roof over it no matter what height from the ground. For storage sheds, currently if it is less than 200 square feet a building permit is not required.

### **Can I draw the plans myself?**

For a residential project, anyone is permitted to draw the plans as long as they are drawn to scale and describe fully the nature of the work taking place and that it meets the prescriptive design values established in the building codes.

### **How long will it take once I submit plans to pick up my building permit?**

The length of time for approval of the plans can vary depending on how complete the initial submittal is but also on how busy the construction season itself is. Typically plans are reviewed on a first come first served basis. The planning and building reviews are performed simultaneously and without any corrections or resubmittal of material needed, your building permit could be ready within a two week time period. If a resubmittal is required, the time is extended out solely based on our waiting for the material to be sent back to us.

## FAQ's (cont.)

### **How much will my permit cost?**

The permit cost itself is based on a square foot valuation dependant on the type of structure, and then a percentage of that is the true building permit cost. As an example, if the deck is 250 square foot and does not have a roof over it, we base the square foot cost a \$7 for a total valuation of \$1,750. The permit fee comes from that number and is approximately \$61.60. The plan check fee is figured as 20% of the building permit fee, approximately \$12.32.

### **How long is my permit good for?**

Once we have approved a permit, it is valid for a six month time span until it is paid for and picked up. Once the owner or contractor picks up the permit to start construction, it is good for as long as it takes to complete the work, unless work stops for over a six month period. If that happens, it will need to be reviewed which in most cases can be as simple as submitting a letter to the building official with a valid and legitimate reason of why an extension is needed. Typically if no work takes place for over a years time span, you may be required to pay half the building permit fee to renew it.

City of Post Falls

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# RESIDENTIAL DECKS & ACCESSORY STRUCTURE PERMIT PROCESS

PUBLIC SERVICES  
DEPARTMENT  
Building Division

Black = Major Task

Red = Approx Time Line

