Village of Hilton
59 Henry Street
Hilton, NY 14468
Building Department

Information sheet for open or covered deck (not including a pool deck):

- Open or covered decks are permitted, subject to the following restrictions:
  - In any rear yard or side yard, provided that they maintain an eight (8) foot setback.
  - Footers shall be 42” deep.
  - When connected to an exterior wall of the house for support the attachment shall be by a positive connection. (lag bolt, etc)
  - A guardrail (minimum 36” high) is required on all decks more than 30” above grade. Bottom rail shall not be more than 4” above decking.
  - A handrail (34”-38” high) is required on all steps with more than 4 risers.
  - Openings between balusters on railings shall not exceed 4”.
  - Steps shall have a maximum riser height of 8 1/4” and a minimum tread depth of 9”. Solid risers are required. A nosing is not required if the tread depth is a least 11”.
  - All deck hardware must be compatible to deck material.

- A building permit is required for all decks. To obtain a permit the following must be turned into the Village Office:
  - A building permit application, this may be picked up at the office or downloaded from the village website (www.hiltonny.org).
  - A tape location map of the property. On this map indicate location where deck will be going.
  - Spec sheet for deck must be completed and turned into Village Office.
  - Workman’s Compensation/Disability insurance forms for any contractor working at the location.
  - $75 permit fee is payable to the Village of Hilton when the paperwork is dropped off. Your permit and any necessary paperwork will be mailed to you when completed.

- A footer inspection is required before posts are set. (Please call 392-4144 at least 24 hours in advance to schedule)
- A final inspection is required upon completion of the deck and will be done by the Village of Hilton Building Department and a Certificate of Compliance will be issued if all is found to be correct. (Please call 392-4144 at least 24 hours in advance to schedule)

Any questions can be directed to the Village of Hilton Building Department at 392-4144.