



Deck Permit Construction Checklist

Development Services

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All documents shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show detail that it will conform to the provisions of the codes, relevant laws, ordinances, rules, and regulations, as determined by the appropriate code officials.

The checklist must be completed and attached to the completed building permit application with the information required below for the application to be accepted. Additional documents may be required if deemed necessary during the review process.

- Plot Plan with:
 - Location and dimensions of deck
 - Setback distances to the adjacent property line, easements and other structures on the property
 - Location of septic tank, if applicable
- Construction drawings with:
 - Proposed deck size, height off ground and type of material used.
 - Footing locations, depth and dimensions
 - Spacing of floor joist and size
 - Size, type and spacing of post and beams
 - Beam/Header/Band size with method of attachment to post.
 - Size and depth of footing and placement
 - Post to beam connection details
 - Post to footing connection details
 - Joist to ledger connection details
 - If connecting deck to house need to connection detail including flashing, ledger board attachment
 - Framing details at house bump outs, bay windows etc.
 - Handrail height, size and material
 - Approximate stair location
 - Engineering required when any type of hot tub, swim spa etc. will be installed on deck
 - GFI/WP/WR receptacle for deck? (If $\geq 20\text{ft}^2$ usable space)