

INSTRUCTIONS: DECK PERMIT APPLICATION

All drawings must be submitted in ink. Pencil drawings will not be accepted.

Submission Requirements

A completed Deck package which includes:

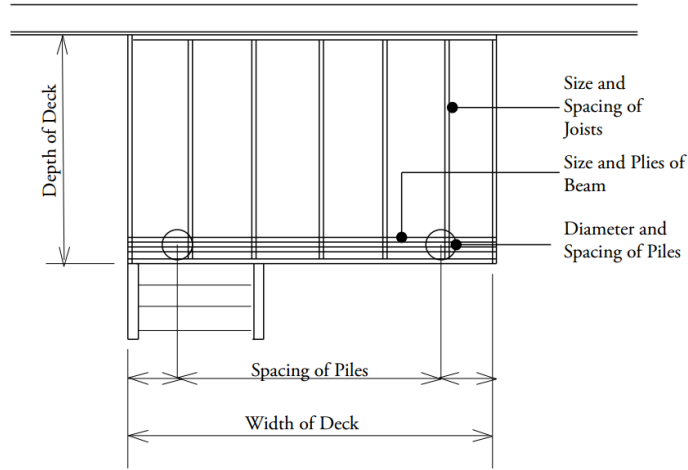
- 1.** A **Residential Building Permit Application** and a **Development Permit Application** (if required)
- 2.** A completed **Deck Construction Details Form** (see page 4)
- 3.** A **SITE PLAN DRAWING** of the proposed work with the following information:
 - a. Dimensions of the proposed deck
 - b. Distance from the edge of your proposed deck to all of the property lines
 - c. Property dimensions
 - d. Locations and sizes of all other existing accessory buildings/structures
- 4.** An **PLAN DRAWING** of the proposed deck with the following information:
 - a. Length
 - b. Width
 - c. Distance between piles – Pile to Pile AND Pile to House
 - d. Location of stairs (if applicable)
 - e. If the deck is open, covered, or enclosed (lattice is considered open)
- 5.** An **ELEVATION DRAWING** of the proposed work with the following information:
 - a. Side Elevations of proposed construction
 - b. Over all height and widths
 - c. Location of basement windows (if applicable) and stairs (approximate)

Please be advised that if you add an enclosed deck to your property, you may be required to obtain an updated Real Property Report when you sell your home.

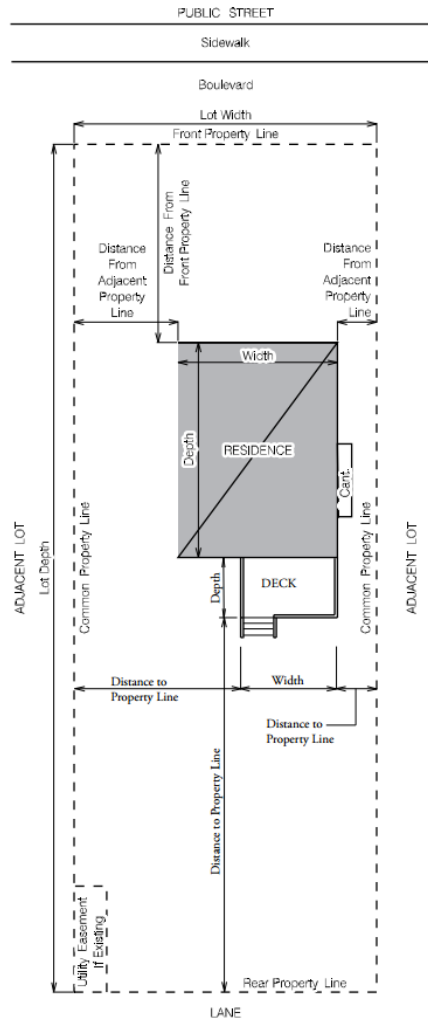
Inspection Requirements:

By law, we must inspect the construction work. For open decks, one inspection at the completion of the job is adequate. If you're enclosing your deck, an inspection after framing is complete as well as a final inspection are required.

EXAMPLE OF A DECK PLAN DRAWING

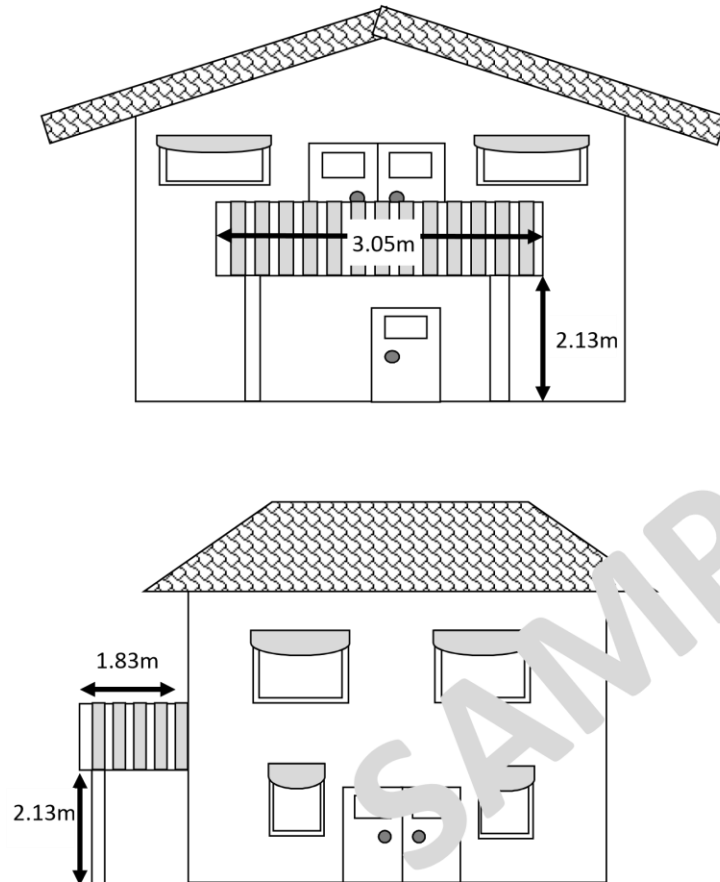


EXAMPLE OF A SURVEY DRAWING



EXAMPLE OF A DECK ELEVATION DRAWING

Please provide your own drawing for your deck.

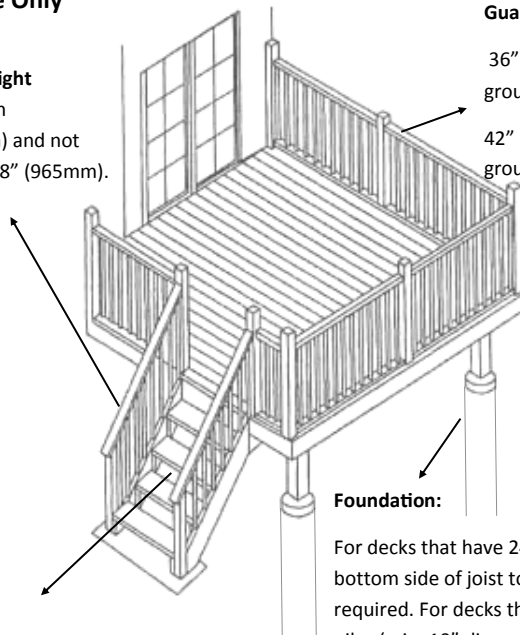


Please provide a drawing of your deck with the following information:

- WIDTH
- HEIGHT
- DEPTH
- DISTANCE FROM PROPERTY LINES
- UNENCLOSED OR ENCLOSED
 - If deck is enclosed/covered please indicate on the drawings by either adding a roof or walls.

Example Only

Handrail Height
Not less than
34" (865mm) and not
more than 38" (965mm).



Guard Height:

36" (900mm) minimum if deck to
ground is less than 6' (1.8m)
42" (1070mm) minimum if deck to
ground is more than 6' (1.8m)

Foundation:

For decks that have 24" (600mm) or less from the
bottom side of joist to top of grade, no foundation
required. For decks that exceed 24", install concrete
piles (min. 10" diameter). Alternatively, screw piles are
accepted and installed as per installers/manufacturers
specifications.

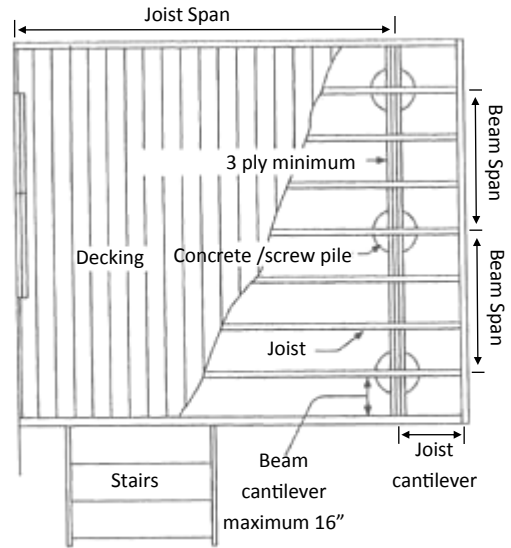
Posts must be a minimum of 140mm x 140mm (6"x6")

***All pilings must be installed to a minimum depth of 6'**

Stairs

Minimum width 35.5" (900mm)
Rise 5" (125mm) - 7 7/8" (200mm)
Run 8 1/4" (210mm) - 14" (355mm)

Framing Details



What size of "Deck Floor Joist" do I need to have?								
Lumber Size	Spacing of joist o/c	Max. span between supports	Spacing of joists o/c	Max. span between supports	Spacing of joists o/c	Max. span between supports	Maximum Joist Cantilevers	
2x6	12"	9' 6"	16"	8' 9"	24"	8' 2"	2x6	N/A
2x8	12"	11' 6"	16"	11'	24"	10' 5"	2x8	16"
2x10	12"	13' 7"	16"	13'	24"	12' 4"	2x10	24"
2x12	12"	15' 6"	16"	14' 8"	24"	14' 1"	2x12	24"

Intermediate blocking required for floor joist over 7' clear span.

Deck Construction Details

What size of "Deck Beam and Max. Cantilevers" applies?		
Beam Size	Max. Post Spacing	Max. Beam Cantilever
3x2x8	10'	16"
4x2x8	11'	16"
3x2x10	12' 9"	16"
4x2x10	14' 2"	16"
3x2x12	15'	16"
4x2x12	17' 2"	16"

Foundation Type: _____

Beam Size & Post Spacing: _____

Beam Cantilever: _____

Joist Size & Spacing: _____

Joist Cantilever: _____

Joist Span: _____

Decking: _____

Deck Floor Above Ground Height: _____

Guardrail & Handrail Height: _____

Applicant Name: _____