Project Address: ____________________________________________
Owner Name: ______________________________________________
PHONE: ___________________ EMAIL: ________________________

To obtain a permit, you will need the following:

☐ 1. Deck Construction Checklist * (this form)  ☐ 2. Site Plan * (example enclosed)
☐ 3. Deck Plan * (form enclosed)  ☐ 4. Deck Section * (form enclosed)
☐ 5. Standard Details * (form enclosed)  ☐ 6. Building Permit Application

* Incomplete plans will not be reviewed.

Your Deck Plan and Section must include all of the following:

☐ Deck dimensions Length: _____________________  ☐ Decking material: _________________

Width: _____________________  ☐ Beam(s) size: _____________________

☐ Post size: _____________________  ☐ Joist size, species and grade per Joist Span Table 1

☐ Post spacing: _____________________  ☐ Joist spacing: _____________________

☐ Corner footing bottom diameter: ______________  ☐ Joist cantilever: ________________

☐ Intermediate footing bottom diameter: ______________ (pier bottom dia. per Beam and Footing Table 2)

☐ Deck surface height above grade: ______________  ☐ Ledger connection: ______________

(Decks 6 feet above grade require diag. bracing) (see ledger connection requirements Table 3)

Office Use Only:

Received By: ___________________________ Notes: ___________________________

Date Received: ___________________________

Parcel #80.0______________________________
PLANS: SITE, DECK FRAMING, and ELEVATION

The following text and sample drawings show the minimum detail expected so the permit process can proceed smoothly. **TWO sets of each plan are required.** Plans do not need to be professionally drawn. However, plans should include all of the information requested. The application for permit can be filled out at the time you drop off your plans.

**Certificate of Survey or Site Plan** drawn to scale indicating the lot dimensions, the location and size of the existing structure(s), and the location and a size of the proposed structure. Indicate the setbacks from property lines of the existing and proposed structure(s), including septic system area and wells if applicable.

**ELEVATION**
1. Height of structure surface from grade.
2. Size and depth of footings.
3. Guard height and spacing (if any).
4. Stairway rise/run and handrail height (if any).
5. Clearance of overhead wires (if applicable).
6. Gas meters cannot be located above or below a new deck.

**DECK FRAMING PLAN**
1. Proposed deck size.
2. Size and spacing of deck joists.
3. Size and type of decking material.
4. Size, type, location, and spacing of posts.
5. Size and type of beams.
6. Size of pier bottom diameter.
7. Ledger connection.
This site plan is an accurate and complete representation of the footprint(s) of all existing and proposed structure(s) and their location(s) on the subject property.

North Arrow Required!

Scale: 1 box = _____ feet
NOTE:
WHERE SUPPORTED BY ATTACHMENT TO AN EXTERIOR WALL, DECKS SHALL
BE POSITIVELY ANCHORED TO THE PRIMARY STRUCTURE AND DESIGNED FOR
BOTH VERTICAL AND LATERAL LOADS AS APPLICABLE. SUCH ATTACHMENT
SHALL NOT BE ACCOMPLISHED BY THE USE OF TOE NAILS OR NAILS SUBJECT
TO WITHDRAWAL. WHERE POSITIVE CONNECTION TO THE PRIMARY STRUCTURE
CANNOT BE VERIFIED DURING INSPECTION, DECKS SHALL BE SELF-SUPPORTING.
[R502.2.2]

NOTE:
GUARDS ARE REQ. FOR
DECKS W/ SURFACES
LOCATED MORE THAN 30"
ABOVE THE GRADE BELOW.
[R312.1]

CORROSION RESISTANT
FLASHING

LEDGER CONN, VERIFY
CONDITION OF EXIST. RIM

NOTE:
FASTENERS FOR PRESSURE
PRESERVATIVE WOOD SHALL
BE HOT DIPPED ZINC COATED
GALVANIZED STEEL (HDG),
STAINLESS STEEL, SILICON
BRONZE OR COPPER. [R319.3.1]

NOTE:
ALL LUMBER SHALL BE A NATURALLY DURABLE
SPECIES (SUCH AS REDWOOD OR WESTERN
CEDARS) OR BE PRESSURE TREATED WITH AN
APPROVED PROCESS AND PRESERVATIVE IN
ACCORDANCE WITH AMERICAN WOOD PROTECTION
ASSOCIATION STANDARDS (TABLE 1 [R319.1] AND
R320.1). ALL LUMBER IN CONTACT WITH THE
GROUND SHALL BE APPROVED PRESERVATIVE
TREATED WOOD SUITABLE FOR GROUND
CONTACT. [R319.1.2]
**A** Beam / Post Connection

- **Notch the top of the post 3" from one side and thru-bolt w/ (2) 1/2" dia. Bolts (2x8) or (3) 1/2" dia. Bolts (2x10 or 2x12).**

- **Notched post option req. a min. 6x6 treated post.**

**B** Beam / Post Connection

- **Min. 4x4 guard post at max. 6'-0" O.C. Do not notch the bott. of a guard post, typ.**

- **(2) - 1/2" dia. thru-bolts w/ simpson dt2727 deck tension tie or eq. install as per manufacturer's installation req.**

**C** Beam Conn.

- **Min. 4x4 treated post.**

- **Post base w/ min. 1/2" dia. anchor bolt w/ min. 7" embedment.**

- **8" min. dia. pier reinf. w/ min. (1) #4 vert.**

**D** Guard Conn.

- **Top of guard rail.**

- **A 4" dia. sphere cannot pass through.**

- **2x joist or blocking.**

**E** Guard Post Connection

- **Circular handrails shall have a dia. of at least 1-1/4" and not greater than 2". See stair handrail requirements. Handrails shall be cont. and shall be returned at ends.**

- **1-1/2".**

- **Riser - max. 7-3/4" tread - min. 10".**

**F** Post / Pier Connection

**G** Stair / Handrail
### Table 3: Ledger Connection Requirements

Fastner Spacing For a Southern Pine or Hem-Fir Deck Ledger and a 2 inch Nominal Solid Sawn Spruce Pine Fir Band Joist\(^c,d\)

*(Deck Live Load = 40 psf, Deck Dead Load = 10 psf)*

<table>
<thead>
<tr>
<th>Joist Span</th>
<th>6' and less</th>
<th>6'-1&quot; to 8'</th>
<th>8'-1&quot; to 10'</th>
<th>10'-1&quot; to 12'</th>
<th>12'-1&quot; to 14'</th>
<th>14'-1&quot; to 16'</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Connection Details</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(2) - Rows of On-Center Spacing of Fasteners(^d,e)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1/2 inch diameter lag screw with 15/32 inch maximum sheathing(^a)</td>
<td>30</td>
<td>23</td>
<td>18</td>
<td>15</td>
<td>13</td>
<td>11</td>
</tr>
<tr>
<td>1/2 inch diameter bolt with 15/32 inch maximum sheathing</td>
<td>36</td>
<td>36</td>
<td>34</td>
<td>29</td>
<td>24</td>
<td>21</td>
</tr>
<tr>
<td>1/2 inch diameter bolt with 15/32 inch maximum sheathing and 1/2 inch stacked washers(^b,g)</td>
<td>36</td>
<td>36</td>
<td>29</td>
<td>24</td>
<td>21</td>
<td>18</td>
</tr>
</tbody>
</table>

\(^a\) The tip of the lag screw shall fully extend beyond the inside face of the band/rim joist.

\(^b\) The maximum gap between the face of the ledger board and face of the wall sheathing shall be 1/2 inch.

\(^c\) Ledgers shall be flashed to prevent water from contacting the house band/rim joist.

\(^d\) Lag screws and bolts shall be staggered.

\(^e\) Deck ledger shall be minimum 2x8 pressure preservative treated No. 2 grade lumber, or other approved materials as established by standard engineering practice.

\(^f\) When solid sawn pressure preservative treated deck ledgers are attached to a minimum 1 inch thick engineered wood product (structural composite lumber, laminated veneer lumber or wood structural panel band/rim joist), the ledger attachment shall be designed in accordance with accepted engineering practice.

Wood structural panel sheathing, gypsum board sheathing or foam sheathing not exceeding 1 inch nominal in thickness shall be permitted. The maximum distance between the face of the ledger board and the face of the band/rim joist shall be

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\* Distance shall be permitted to be reduced to 4.5" if lag screws are used or bolt spacing is reduced to that of lag screws to attach 2x8 ledgers to 2x8 band / rim joists.

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**Lag Screws:**
Lag screws shall have a minimum diameter of 1/2 inch. Lag screws may be used only when the field conditions conform to those shown above. All lag screws shall be with washers.

**Thru-Bolts:**
Thru-bolts shall have a diameter of 1/2 inch. Pilot holes for thru-bolts shall be 17/32 inch to 9/16 inch in diameter. Thru-bolts require washers at the bolt head and nut.