



Permitting and Inspections Department
Michael A. Russell, MS, Director

Native Habitat Garden/
Outdoor Classroom (Deck)
Ocean Avenue ES



Submission Guidelines for Decks

The following is a guideline of information required for the review of a building permit application for a residential deck. It is intended to help you supply proper and complete drawings and documents. Please label all of the following items on your plans. Refer to the One- and Two-Family Addition/Alteration Checklist for complete submission requirements and instructions.

- ✓ A plot plan showing all existing and proposed structures with distances to property lines and dimensions of the proposed deck platform(s) and stairs
- ✓ Additional drawings showing all of the following information:

1. Type of foundation system

- ✓ a. Diameter of concrete filled tube or pre-cast concrete pier size
- ✓ b. Depth below grade (minimum 4' below grade)
- ✓ c. Spacing of tubes

2. Posts (members supporting framing of floor system)

- ✓ a. Wood size, type and location
- ✓ b. Anchorage of post to footing

3. Framing members

- N/A a. Ledger size attached to building
- b. Lag bolt size and spacing on ledger
- N/A c. Lateral attachment to building
- d. Location and type of flashing
- ✓ e. Girder size and spans carrying floor system
- ✓ f. Joist size, span, spacing and hanger type
- ✓ g. Decking size
- ✓ h. Post connection

4. Guardrails and handrail details

- ✓ a. Guardrail height
- b. Baluster spacing
- c. Handrail height

5. Stair details

- a. Tread depth (measured nosing to nosing)
- b. Riser height
- N/A c. Nosing projection of tread
- d. Width of stairs
- e. Landing size(s)

Note: The pathway to the deck will be sloped such that wheel chairs can directly access the deck.