



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

## 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:

Proposed  
Details

### 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

10" concrete tube  
buried 4' spaced 6'

### 2. Posts (members supporting framing of floor system)

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

4x4 pressure treated spruce w/  
6x6 Simpson steel plates

### 3. Framing members

- a. Ledger size attached to building — 2x12x12 PT spruce
- b. Lag bolt size and spacing on ledger — 6-8" timber lock spaced at 2'
- c. Lateral attachment to building — ledger attached to home full width of deck frame (12')
- d. Location and type of flashing — Flashing: rubber ledger cap
- e. Girder size and spans carrying floor system — no girder, 8' span w/ 2x10 PT spruce joists
- f. Joist size, span, spacing and hanger type — 2x10x8 PT spruce joists @ 16" on center w/ 2x10 Simpson face mount joist hangers
- g. Decking size 1"x3" 1/8 x 10 Planks Deck total 8'x12'
- h. Post connection post notch + 1/2 inch carrier bolts

### 4. Guardrails and handrail details

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

42" tall rail  
3-4" baluster spacing  
mid rail between deck + top rail @ 21"

### 5. Stair details

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

(N/A) no stairs  
for project, adding  
to existing stairs +  
landing





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**FAST TRACK ELIGIBLE PROJECTS**  
**SCHEDULE A**

(Please note: The appropriate Submission Checklist and General Building Permit Application must be submitted with any Fast Track application.)

**Type of Work:**

- ☐ One/two family swimming pool, spa, or hot tub.  
☒ One/two family first floor deck, stair, or porch.  
☐ One/two family detached one-story accessory structure less than 600 sq. ft. without habitable space.  
☐ Fences over 6 feet in height (residential or commercial).

Zone: R5

- |                         |                           |                          |
|-------------------------|---------------------------|--------------------------|
| Shoreland zone?         | <input type="radio"/> Yes | <input type="radio"/> No |
| Stream protection zone? | <input type="radio"/> Yes | <input type="radio"/> No |
| Historic district?      | <input type="radio"/> Yes | <input type="radio"/> No |
| Flood zone (if known)?  | <input type="radio"/> Yes | <input type="radio"/> No |

This information may be found on the city's  
online map portal at:  
<http://click.portlandmaine.gov/gisportal/>

	Proposed Project	Ordinance Requirement
1. Setbacks to project:		
a. Front	<u>Ø</u>	<u>                    </u>
b. Rear	<u>12' (?)</u>	<u>                    </u>
c. Left side	<u>Ø</u>	<u>                    </u>
d. Right side	<u>Ø</u>	<u>                    </u>
e. Side street	<u>Ø</u>	<u>                    </u>
f. Other structures (for pools only)	<u>Ø</u>	<u>                    </u>
2. Lot coverage or impervious surface coverage (total after project):	<u>96 sq ft</u>	<u>                    </u>
3. Landscaped open space (R-6 zone only):	<u>Ø</u>	<u>                    </u>
4. Height of structure:	<u>5'</u>	<u>                    </u>
5. For fences only:		
a. Distance from fence to street line	<u>N/A</u>	<u>                    </u>
b. Height of fence within 25 feet of street line	<u>                    </u>	<u>                    </u>
c. Height of fence more than 25 feet from street line	<u>                    </u>	<u>                    </u>

**I certify that** (all of the following must be initialed for this application to be accepted):

- I am the owner or authorized owner's agent of the property listed below.
- I am aware that this application will not be reviewed for determination of the zoning legal use and the use may not be in compliance with City records.
- I assume responsibility for compliance with all applicable codes, bylaws, rules and regulations.
- I assume responsibility for scheduling inspections of the work as required, and agree that the inspector may require modifications to the work completed if it does not meet applicable codes.

Initials  
al  
el  
ak  
el

Project Address: 491 Brighton Ave  
 Print Name: Erin Edwards Date: 5/9/18

*This is a legal document and your electronic initials are considered a legal signature per Maine state law.*





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- |                         |                           |                                     |
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#### 1. Setbacks to project:

- a. Front  
b. Rear  
c. Left side  
d. Right side  
e. Side street  
f. Other structures (for pools only)

Proposed Project      Ordinance Requirement

<u>47'</u>	<u>20'</u>
<u>40'</u>	<u>20'</u>
<u>22'</u>	<u>12'</u>
<u>12'</u>	<u>12'</u>
<u>N/A</u>	<u>15'</u>
<u>  </u>	<u>  </u>

#### 2. Lot coverage or impervious surface coverage (total after project):

<u>4.4%</u>	<u>40%</u>
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#### 3. Landscaped open space (R-6 zone only):

<u>  </u>	<u>  </u>
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#### 4. Height of structure:

<u>5'</u>	<u>35'</u>
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#### 5. For fences only:

- a. Distance from fence to street line  
b. Height of fence within 25 feet of street line  
c. Height of fence more than 25 feet from street line

<u>  </u>	<u>  </u>
<u>  </u>	<u>  </u>
<u>  </u>	<u>  </u>

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Initials

EE  
EE  
EE  
EE

Project Address: 491 Brighton Ave Portland, ME 04102

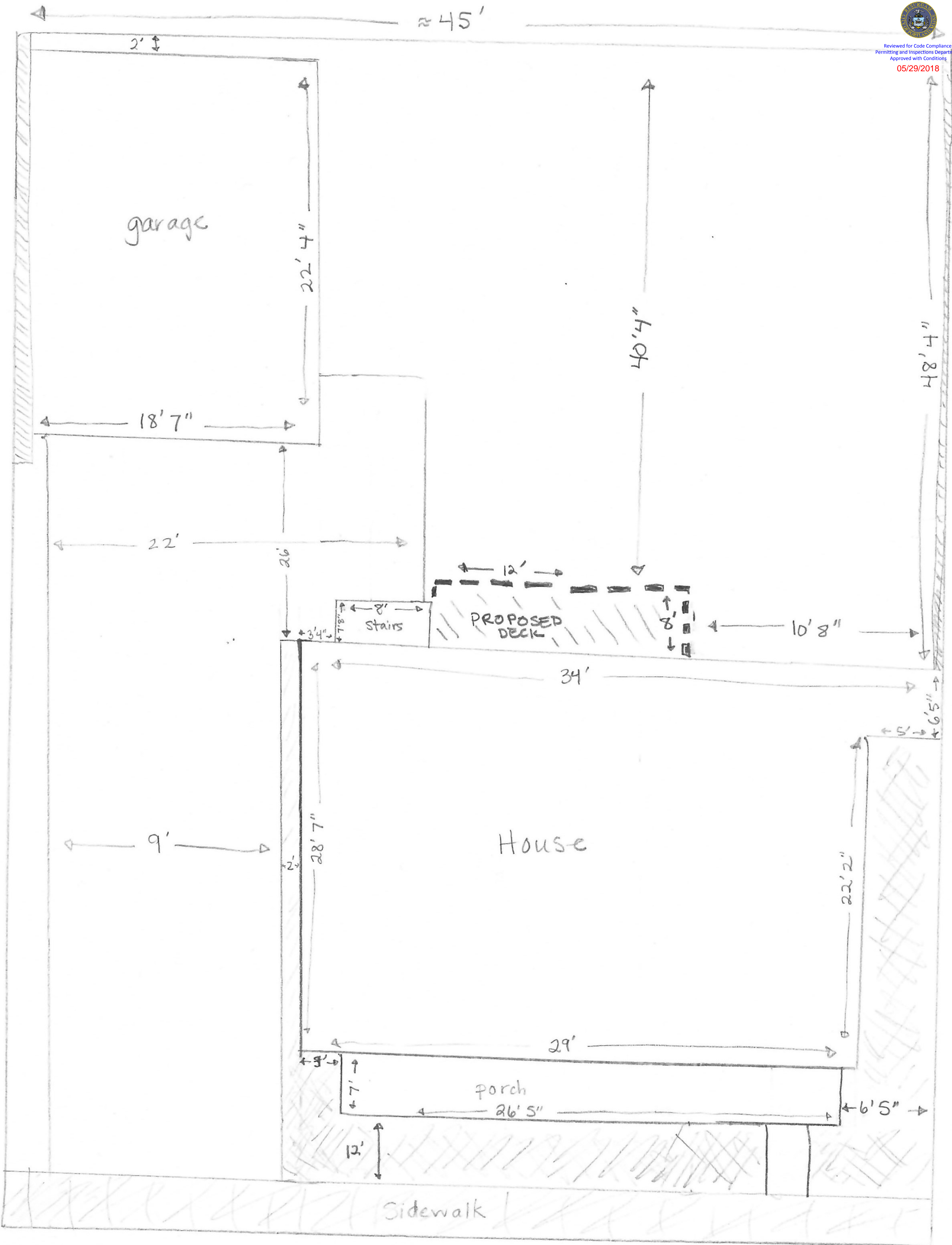
Print Name: Erin Edwards Date: 5/15/18

*This is a legal document and your electronic initials are considered a legal signature per Maine state law.*





Reviewed for Code Compliance  
Permitting and Inspections Department  
Approved with Conditions  
05/29/2018



45'  
491 Brighton Ave Portland, ME 04107