



Permitting and Inspections Department
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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**
 - ✓a. Ledger size attached to building
 - ✓b. Lag bolt size and spacing on ledger
 - ~~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
 - ~~c.~~ Nosing projection of tread
 - ~~d.~~ Width of stairs
 - ~~e.~~ Landing size(s)