



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 8" DIA WITH 12" FOOTING
    - b. Depth below grade (minimum 4' below grade) 4 FT
    - c. Spacing of tubes 6' 8"
  2. Posts (members supporting framing of floor system)
    - a. Wood size, type and location 4x4" PT
    - b. Anchorage of post to footing GALVANIZED ADJ POST BASE
  3. Framing members SEE DECK FRAMING DIAGRAM
    - a. Ledger size attached to building 2x8"
    - b. Lag bolt size and spacing on ledger TIMBERLOK 3 5/8" - 12" SPACING
    - c. Lateral attachment to building VIA TIMBERLOK LAG BOLTS
    - d. Location and type of flashing ALUMINIUM, BEHIND LEDGER & SIDING + OVERLEDGER
    - e. Girder size and spans carrying floor system 3-2x8" @ 6' 8" SPAN
    - f. Joist size, span, spacing and hanger type 2x8 @ 12" OC . SIMPSON "STRONG TIE"
    - g. Decking size 1"x6" TREX
    - h. Post connection GALVANIZED "POST CAP" "STRONG TIE"
  4. Guardrails and handrail details
    - a. Guardrail height 38"
    - b. Baluster spacing 5"
    - c. Handrail height 36"
  5. Stair details
    - a. Tread depth (measured nosing to nosing) 16 1/2 IN
    - b. Riser height 7"
    - c. Nosing projection of tread 1"
    - d. Width of stairs 4 FT
    - e. Landing size(s) 4' WIDE