

Decks

Done By

DECK PERMIT APPLICATION		
Submittal		
a.	Verify completion of required documents and information for permit application	
	i. Signed permit application	
	ii. Contractor information	
	iii. Deck plan	
	iv. Plot plan	
b.	Input data into permit processing system, if applicable	
Review		
a.	Review plot plan for setback requirements	
b.	Materials used - decay-resistant or preservative treated lumber	
c.	Column spacing	
	i. Determine tributary area	
	ii. Determine column height	
d.	Piers	
	i. Depth - minimum 36 inches for frost protection	
	ii. Diameter	
	iii. Attachment of columns	
e.	Ledger to House Connection	
	i. Type of fastener	
	ii. Spacing of fastener	
	iii. Water drainage	
f.	Beam Spans	
	i. Determine tributary area	
	ii. Connections to posts	
g.	Joist Spans	
	i. Check span chart with size, type and spacing	
	ii. Joist bearing	
	iii. Cantilevers	
h.	Deck Stability	
i.	Guardrails	
	i. Needed for decks more than 30 inches above grade	
	ii. Rail height 36 inches minimum	
	iii. Single concentrated load of 200 pounds	
	iv. Baluster spacing	
j.	Stairs	
	i. Minimum width 36 inches	
	ii. Riser height maximum of 7 3/4 inches	
	iii. Minimum tread depth of 10 inches	
	iv. Riser variance 3/8 inch	
	v. Openings	
k.	Handrails	
	i. Continuous full length of stairs	
	ii. Height between 34 and 38 inches above nosing of tread	
	iii. Returned at top and bottom of stairs	
	iii. Grippable surface	
Issue Permit		
a.	Input data into permit processing system, if applicable	
b.	Collect fees	
c.	Collect signature of permit holder	
d.	Issue permit	