

DECK PERMIT REQUIREMENTS

The following information must be submitted to the Building Official before a building permit can be processed and approved. A more detailed description of items 1-4 is listed below.

- 1. Building Permit Application Form**
- 2. Survey or Site Plan (two copies)**
- 3. Building Plans (two copies)**
- 4. Miscellaneous as required**

After a preliminary review additional information may be required.

- 1. Building Permit Application Form:** Complete and sign a permit application. Application forms are available at City Hall.
- 2. Survey or Site Plan:** Provide an updated plan of the property showing all property lines, existing buildings (with dimensions) and project address or PIN number. Diagram the proposed building location, dimensions and proposed setbacks from property lines, existing buildings and all topographical features. A registered survey may be required.
- 3. Building Plans (two sets):**
 - A. Section drawing (side, cutaway drawing) showing the footing width and thickness, post size, joist size, beam size, decking, height above grade, guardrail, cantilevers (overhang), anchoring, flashing, connectors and hanger types, include grade and species of lumber.
 - B. Floor Plans of the deck showing the length and width of the deck, beam location, post spacing, joist spacing, stair location and type of lumber (pressure treated, redwood, cedar etc.).
- 4. Miscellaneous:**

Permit Fees: Building and Zoning fees will be determined after the application and required plans have been approved. Fees must be paid in full before a permit can be issued or work can begin.