

## **Deck Permit Submittal Requirements**

 One (1) completed building permit application form.
 Two (2) sets of the proposed building plans showing design and materials.
 Two (2) copies of a Certificate of Survey indicating the location of the deck.

**Or** Two (2) copies of a Site Plan allowing the proposed deck meets all the required setbacks by at least 2 times. Site Plan must be drawn to scale and indicate the lot dimensions, the location and ground coverage area of existing structures and the location and area of the proposed structure as well as the setbacks from all property lines.

#### **Building Plans must show the following:**

Size and depth of footing	Type of lumber	Size and spacing of posts
Size of beam(s) (i.e. 2 - 2 x 10)	Size and spacing of joists	Height of deck off ground
Height and design of guardrail	Type of floor boards	Size of deck
Ledger Board and flashing	Hangers/Fasteners	Special Material Specifications

### Certificate of Survey or Site Plan must show:

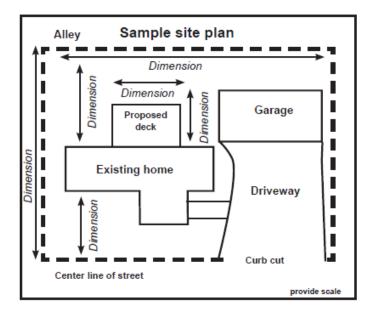
Size and location of all existing structures, septic sites, wells, etc.

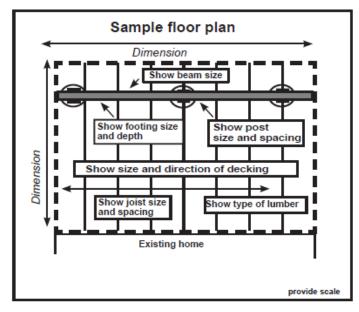
Size and location of proposed deck.

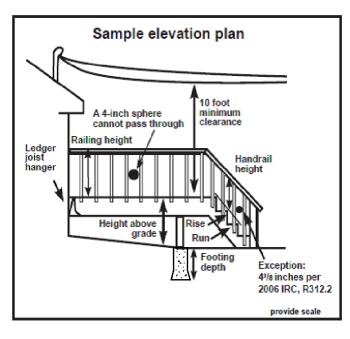
Distance to property lines (Setbacks) including: Sides, Rear, (and Front If applicable).

Provide scale.

# SEE ATTACHED PLAN EXAMPLE







#### **ELEVATION**

