

# BUILDING PERMIT - PLAN CHECKLIST

## Residential: Decks and Porches

Use this Plan Checklist with your Building Permit application if you are building or renovating:

- Deck (with or without roof)
- Unenclosed porch

**All plans to be drawn accurately and to the following minimum scale:**

- site plan 1:100 or 1/8"=1'
- all other plans 1:50 or 1/4"=1'

### **SITE PLAN**

- Street names & north arrow
- Street address and full Legal Description
- Property lines and lot dimensions
- Setbacks of buildings to property lines
- Location and full dimension of all buildings on the site (include decks, sheds, carport, cantilevers)
- Highlight location of deck/porch
- Lot coverage calculations
- Show easements & Right-of-Ways (where applicable)
- Locations of utility services

### **FLOOR PLANS**

- Outside dimensions
- Footings, foundation walls, slab, crawlspace construction details
- Post/column size and layout
- Joist size and layout
- Beam sizes & locations
- Rafter size and layout
- Truss layout (roof)
- Stair width, rise & run
- Guardrail locations & details

### **CROSS SECTIONS & DETAILS**

- Indicate portion(s) of building being renovated
- Finished grade
- Exterior finishes and flashing
- Height above grade (deck and roof)
- Footings, foundation walls, crawlspace construction details
- Post/column size, height and spacing
- Joist size and details (include ledgers or hangars)
- Beam sizes and spacing
- Roof pitch
- Rafter size and layout (roof)
- Truss layout (roof)
- Roof including materials, ventilation, drainage
- Floor to underside of roof height
- Details on attachments to existing walls (all framing members etc.)
- Stair & guardrail dimensions and details