



DECK PLAN CHECKLIST

		Please check the boxes where items are included or needed. Submit 3 sets of plan copies.		
		<i>NOTE: Additional information may be required during plan check</i>	INCLUDED	NEEDED
DATE	1	TITLE BLOCK		
		Address of Property	<input type="checkbox"/>	<input type="checkbox"/>
		Designer/ Contact person with daytime phone number and email address	<input type="checkbox"/>	<input type="checkbox"/>
	2	LIST BACKGROUND INFORMATION		
		Owner's name, daytime phone number and email address	<input type="checkbox"/>	<input type="checkbox"/>
		Occupancy type, construction type.	<input type="checkbox"/>	<input type="checkbox"/>
		Assessor's parcel number	<input type="checkbox"/>	<input type="checkbox"/>
	3	SITE PLAN –scale 1/8" =1' or 1/10" = 1'		
		Show building , deck, distances to property lines, major site features	<input type="checkbox"/>	<input type="checkbox"/>
		Delineate between new and existing	<input type="checkbox"/>	<input type="checkbox"/>
		Show north arrow and sheet scale	<input type="checkbox"/>	<input type="checkbox"/>
	4	FLOOR PLAN (partial plan OK) –minimum scale 1/4" =1'		
		Show all rooms in proximity to deck	<input type="checkbox"/>	<input type="checkbox"/>
		Show all doors & windows within 5' of deck	<input type="checkbox"/>	<input type="checkbox"/>
	Show deck, railing, handrails, stairs	<input type="checkbox"/>	<input type="checkbox"/>	
	Show dimensions	<input type="checkbox"/>	<input type="checkbox"/>	
5	ELEVATION(S) –minimum scale 1/4" =1'			
	Show/ indicate all finishes/materials	<input type="checkbox"/>	<input type="checkbox"/>	
	Show deck height, guard rails, deck structure, stairs	<input type="checkbox"/>	<input type="checkbox"/>	
6	CONSTRUCTION SECTION			
	Show major section through deck	<input type="checkbox"/>	<input type="checkbox"/>	
	Indicate all construction materials	<input type="checkbox"/>	<input type="checkbox"/>	
	Delineate areas to show further detailing (see item 11)	<input type="checkbox"/>	<input type="checkbox"/>	
7	FOUNDATION PLAN			
	Show all dimensions	<input type="checkbox"/>	<input type="checkbox"/>	
	Show location of footings	<input type="checkbox"/>	<input type="checkbox"/>	
8	FRAMING PLANS (for each floor and roof)			
	Show size and spacing of all joists, blocking, beams, stringers, tension ties, beam attachments	<input type="checkbox"/>	<input type="checkbox"/>	
9	DETAILS			
	Stairs (handrail, guardrail, rise/run)	<input type="checkbox"/>	<input type="checkbox"/>	
	Ledger connection to building	<input type="checkbox"/>	<input type="checkbox"/>	
	Tension Ties (deck to building) Minimum two places	<input type="checkbox"/>	<input type="checkbox"/>	
	Post footings including post connection (depth, width, reinforcing)	<input type="checkbox"/>	<input type="checkbox"/>	
	Guard rail post connection to structure	<input type="checkbox"/>	<input type="checkbox"/>	
	Upper stringer attachment to deck/landing	<input type="checkbox"/>	<input type="checkbox"/>	
	Lower stringer attachment at landing/bottom step	<input type="checkbox"/>	<input type="checkbox"/>	
	Lateral bracing	<input type="checkbox"/>	<input type="checkbox"/>	
	Handrail size & attachment	<input type="checkbox"/>	<input type="checkbox"/>	
	Guard rail construction including opening sizes	<input type="checkbox"/>	<input type="checkbox"/>	
	Other	<input type="checkbox"/>	<input type="checkbox"/>	
10	STRUCTURAL CALCULATIONS (for beams, lateral bracing, non-conventional design)	<input type="checkbox"/>	<input type="checkbox"/>	
11	SURVEY	<input type="checkbox"/>	<input type="checkbox"/>	
12	PHOTOS	<input type="checkbox"/>	<input type="checkbox"/>	
13	PLANNING APPROVAL (approval stamp required on plans)	<input type="checkbox"/>	<input type="checkbox"/>	
14	OTHER	<input type="checkbox"/>	<input type="checkbox"/>	