

## REQUIREMENTS FOR BUILDING A Deck

One (1) Application – Must be filled out in detail and signed.

If owner is obtaining the permit they must sign the  
*Owner's Affidavit Form.*

One (1) Erosion and Sediment Control Form – Must be filled out in detail and signed.

Two (2) copies of Plot Plans – Must show all lot dimensions, building dimensions and setbacks from all lot line and other buildings on the same lot.

Two (2) copies of Foundation/floor plan detail - (including footing, depth and size)  
Show location of footings and piers. Show girder beam size and spacing. Provide joist sizes, spacing as well as spans.

Two (2) copies of Deck Cross Sections- Show detail on how the deck is to be built.

Two (2) copies of Exterior Elevation drawings – Provide elevation drawings showing front, rear & sides of the finished structure as applicable.  
Provide photograph(s) of house where deck will be located showing all windows or doors located within 60” of deck & deck stairs. Sketch /draw deck on the photograph.

PLEASE NOTE: Any structure detached from the primary structure over 600 sq. ft. or deck attached to the primary structure is subject to shrink swell soil analysis (see attached soils policies).

PLEASE CONTACT MISS UTILITY PRIOR TO DIGGING TO MARK ALL UTILTIY LINES.

Helpful websites for deck details & information –

<http://henrico.us/bldg/residential-building/wooddeckconstructionguide/>

<http://www.awc.org/Publications/DCA/DCA6/DCA6-09.pdf>

Also show on floor plan the location of existing house, existing windows and doors. Indicate if deck is to be attached to dwelling or freestanding and supply applicable details.