



## **Permit Application Information & Checklist for Single-Family Residential Decks**

All work for single-family dwellings must be performed in accordance with N.J.A.C. 5:23 - Uniform Construction Code of the State of New Jersey (UCC) and the International Residential Code 2021, New Jersey edition. The following information is provided to assist the homeowner or architect in preparation of the architectural drawings required for plan review in accordance with the UCC. It is a checklist of items and information required on submitted drawings in order for the building department to determine code compliance, and it is not intended to be an all-inclusive list. The preparer of the drawings may be required to submit calculations and additional information in certain circumstances. **Please note that items checked "No" by the Building Department will require resubmission of drawings and/or additional information as may be required for departmental review.**

### **Yes No\***

- ☐ ☐ Provide one copy of a complete property survey showing the proposed deck drawn to scale, stairs, landing, etc., with all setback dimensions to property lines shown.
- ☐ ☐ Provide two signed and sealed sets of drawings prepared by an Architect, or in the case of a single family dwelling, the homeowner may prepare his or her own drawing(s), provided that the dwelling is owner occupied; provide two owner-signed and dated sets of drawings with address indicated.  
**Please be advised that drawings prepared by persons other than the homeowner or architect will not be accepted for permit review.**
- ☐ ☐ Provide deck framing plan, foundation plan, deck elevations, and related framing section/details. Plan(s) shall be drawn to minimum scale of  $\frac{1}{4}" = 1'-0"$ ; indicate scale on all drawings.
- ☐ ☐ Indicate overall dimensions of all deck areas. Indicate height of deck walking surface above grade.
- ☐ ☐ Indicate foundation design including type of footing and pier, material, size and depth below grade.
- ☐ ☐ Indicate deck ledger size, lumber species and treatment, ledger connection to band joist, ledger anchor material/sizing/spacing and ledger flashing.
- ☐ ☐ Indicate all deck post locations, sizes, spacing, height(s), lumber species and treatment.
- ☐ ☐ Indicate all girder locations, sizes, spans, cantilever dimensions if any, lumber species and treatment.
- ☐ ☐ Indicate all deck joist sizes, spans, spacing, direction, bridging, lumber species and treatment.
- ☐ ☐ Indicate all joist hangers, post-to-girder connectors, post-to-foundation anchors, and deck lateral load connectors with manufacturer, model numbers of all framing connectors and stair stringer (top & bottom) connectors.
- ☐ ☐ Indicate decking size, thickness, direction, lumber species and treatment, or synthetic material.
- ☐ ☐ Indicate deck and stair guards, materials, height(s), attachment and spacing dimensions.
- ☐ ☐ Indicate stair width, tread and riser types, stringer spacing, tread depth and riser height dimensions.
- ☐ ☐ Indicate graspable handrail locations, shape and spacing one side of all stairs with more than 3 risers, Returned to post or wall at ends.
- ☐ ☐ Indicate concrete pad at grade or paved surface for support of the base of stairs. (3'-0' extension from riser in direction of travel full width of stairs)
- ☐ ☐ Indicate light switch and exterior light at all exterior doors to deck, one receptacle (min.) on deck.