



**CITY OF NORTH MANKATO**

**Deck Plan Submittal Requirement Checklist**

**REQUIRED INFORMATION WHEN APPLYING FOR A PERMIT**

- Completed building permit application**
- **Site Plan**
  - Lot dimensions**
  - Location and size of existing structures**
  - Location and size of the proposed structure**
  - Distance of structure from property lines**
  - Location of Ravines when applicable**
- **Construction Drawings SHALL include the following information to be provided on the Deck Plans**
  - **Deck Dimensions**
    - Length/Width
  - **Deck Board Orientation in Relation to Joists (perpendicular or diagonal)**
    - Indicate direction of deck boards
  - **Floor Joist**
    - Size
    - Spacing
    - Connection to Beam(s)
    - Connection to Ledger
  - **Beams**
    - Size
    - Number of Plies
    - Connection Detail to posts
  - **Ledger Connection**
    - Fastener Type/Spacing
    - Flashing Materials
    - Lateral Load Connection Locations
  - **Post**
    - Size
    - Material Type
    - Length (height)
    - Connection to Footing
  - **Decking Material**
    - Material Type
    - Dimension of Decking Material

- Manufacturer of Composite Decking (if being used)
- Footings (piers)
  - Location
  - Size-Diameter & Depth
  - Spacing
- Stairs
  - Tread Material
  - Size & Spacing of Stringers
  - Stringer Attachment to Deck
  - Rise & Run Dimension of Stair Treads/Risers
  - Stair Illumination
- Handrails/Guardrails
  - Guardrail Height Above Deck Floor
  - Guardrail Material
  - Guardrail Infill Spacing
  - Guardrail Post Configuration (Exterior Mounted, Interior Mounted, etc., notched posts NOT allowed)
  - Guardrail Connection to Rim/Joists
  - Handrail Type (Type I or Type II) and Mounting Height Above Stair Treads
- Deck Elevation Above Grade
  - Side Elevation Indicating Height Above Grade
- Doors/Windows/Dwelling Cantilevers
  - Indicate Size & Location of Any Windows/Doors Adjacent to Deck Area
  - Show Window Well Locations Adjacent to Deck Area (if applicable)

Above items that have **not** been checked are required to be submitted before your project can be reviewed.

By signing below, it is understood the project will not be reviewed until the above un-checked items have been submitted to the inspections department.

Applicant's Signature: \_\_\_\_\_

Date: \_\_\_\_\_