SUPPORTING DOCUMENT
RESIDENTIAL DECKS

When Do I Need a Permit?

A permit is required if any of following conditions are true:	
Attached to building	✓
More than 30" high	✓
More than 200 sf.	✓
Serves main entry door	✓
More than 18" for shoreline properties	✓

Instructions for Over the Counter Permit Application

The purpose of issuing permits over the counter is to reduce plan review time. All permits issued over the counter are subject to field inspection with the understanding that applicants are responsible for code compliant construction practices. General inquiries regarding specific code questions may be made at anytime; however the applicant assumes the responsibility to correct all code deficiencies regardless of conditions. If you prefer to waive over the counter processing, you may elect to request a plan review by DCD prior to issuing your permit.

The illustrations and information in this supporting document may be used for decks whether or not they require a permit. For over the counter permits, complete the required submittal items. You may modify any component contained in the construction details included with this supporting document with justification by analysis or calculation. If modifications are proposed, your project will require review and may not qualify for Over the Counter Permitting.

Before You Apply for Your Project

- ✓ Check with Department of Community Development staff or see Brochure #47 to determine your property's required setbacks.
- ✓ If the property is served by septic system, check with the Kitsap Public Health District at (360)337-5235 to identify the exact location of the property's septic system components including all drainfield reserve areas.
- ✓ If you hire someone to build your deck, they must be a registered contractor—it's the law in Washington State. To verify your contractor's information, contact the Washington State Department of Labor and Industries (phone: (360)415-4000; website: www.LNI.wa.gov).
- ✓ For more details about building a deck see DCA 6 – Prescriptive Residential Deck Construction Guide – 2012 IRC Version located at http://www.awc.org/codes/dcaindex.html

You Can Submit Online!

After completing submittal items #2 and #3, visit the Online Permit Center and Sign up or Log in. Click on Apply for a Permit, answer the applicable questions and enter valuations. After submitting the application, upload your Site Plan and Construction Plans, i.e. Section 4 of this document and pay any fees associated with your permit. You will receive an email notification when your permit is ready to issue online.

Fees

Fees are due at the time of submittal. See Current Fee Schedule.

Accepted forms of payment:

- Cash
- Check/Cashier's Check - Make checks payable to Kitsap County Dept. of Community Development
- Electronic Checks
- Credit Cards: MasterCard, Discover, American Express or VISA

Section 1 – Counter Complete Submittal Requirements

Use the column to the left to check off items included with your submittal.

✓	Required Submittal Items
	1. Completed Supplemental Application for Residential Decks ***- Not required for online submittals.***
	2. Site Plan - 1 Copy no larger than 11 x 17 (See Section 4)
	For decks not constructed using the Prescriptive Constructive Drawings in Section 4 of this document 3. Construction Plans– 1 Copy no larger than 11 x 17 Plans not using Prescriptive Construction must be reviewed prior to being issued. The application is not eligible for over the counter issuance

Section 2 – Technically Complete Details

Detailed application requirements are noted below.

Code Requirement	Code Reference
All wood must be pressure treated or of natural resistance to decay.	IRC R317.1
Fasteners, hangers, nails, etc., must be stainless steel, hot-dipped galvanized, or as specifically required for the specified wood preservative used.	IRC R317.3.1
Lateral connection is required to resist overturning	IRC R502.2.3
Ledger boards must be attached with structural wood screws to the building and all connections between the deck and dwelling must be flashed with metal flashing.	IRC R502.2.2
Joists are of appropriate size to support imposed loads. The span of a joist is measured from the centerline of bearing at one end of the joist to the centerline of bearing at the other end of the joist and does not include length of the overhangs. Use Table 1 to determine joist span based on lumber size and joist spacing.	IRC R502.3
All decks, balconies or porches, open sides of landings and stairs which are more than 30" above grade or a floor below must be protected by a guardrail not less than 36" high (42" for commercial or common areas of multi-family dwellings). Open guardrails and stair railings require intermediate rails or an ornamental pattern such that a ball 4" in diameter cannot pass through.	IRC R312
Footings are of appropriate size to support imposed loads and extend a minimum of 12” below grade. See Table 3 for footing sizes.	IRC 403.1.4
Columns and posts exposed to the weather or to water splash must be supported by and connected to concrete piers or metal pedestals projecting above grade. Columns and posts in contact with the ground or embedded in concrete or masonry must be of special pressure treated wood approved for ground contact. Knee braces are required if the distance from grade to the top of the post exceeds 4’.	IRC R317.1.2
Positive connections required to secure posts to beams	IRC R502.9
Decks should not overhang beams by more than two feet, nor should beams overhang posts by more than a foot at the ends unless a specific design is calculated. Floor joist spacing at 24" on center requires 2x decking, and floor joist spacing at 16" on center requires 1x decking.	IRC R502.3
Deck stairs (exterior stairways) shall be provided with a source of illumination at the top landing, controlled from within the dwelling or by automatic means.	IRC R311.7.8

Section 3 – Inspections

Inspectors visit the construction site during the project to make sure that it complies with building code requirements (see General Building Code Requirements, below). Most decks require a minimum of two inspections:

- ✓ Footing Inspection—Inspected after the holes are dug and rebar placed but prior to the pouring of concrete.
- ✓ Framing Inspection—Inspected after all framing, blocking and bracing are in place and prior to closing the construction so as to make it inaccessible for inspection. This inspection can be completed at the time of the final inspection if all parts of the framing will be visible and accessible at the final inspection.
- ✓ Final inspection to be made upon completion of the deck and finish grading.

The inspector may conduct one or more inspections during one visit if they can observe all work done. Additionally, the inspector may make or require other inspections to ascertain compliance with the provisions of the code.

Section 4 – Prescriptive Construction Drawings

Construction Details

___x ___ Joist

_____ Joist spacing

___x ___ Support Beam(s)

___x ___ Support Post(s)

_____ Post Spacing

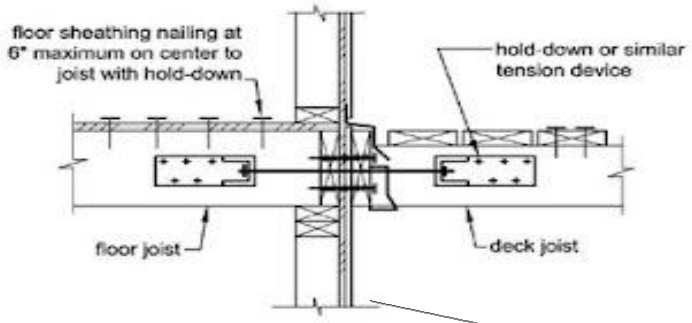
Footing Size:

Round: _____

Square: ___x___ by ___ deep

Deck supports or footings may not bear directly **on top** of septic system components.

If the deck is located **over** the septic system, ensure access to septic lids and ports. Contact Kitsap Public Health for assistance 360-337-5235.



Lateral Connection Detail
IRC Figure R502.2.2.3

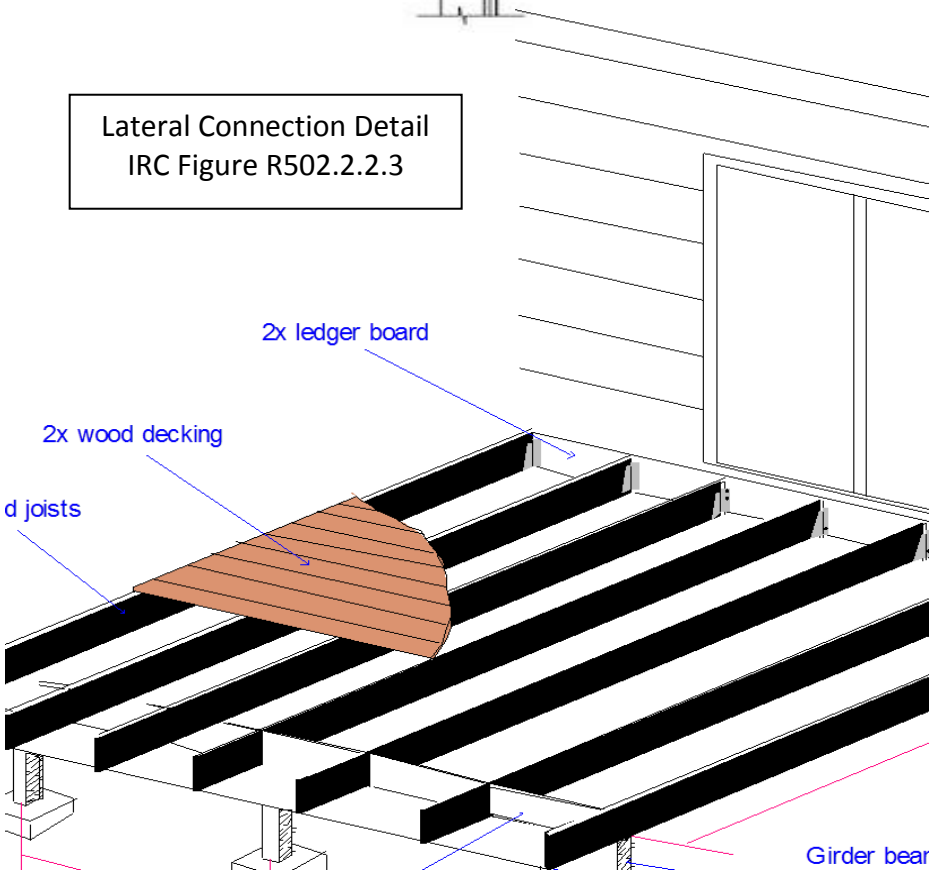


Table 1

Maximum Joist Spans							
		Joist Spacing (o.c)					
		Without Overhangs1			With Overhangs up to LJ/42		
Species	**Size**	**12”**	**16”**	**24”**	**12”**	**16”**	**24”**
Douglas Fir-Larch, Hem-Fir, SPF3	2x8	12’-6”	11’-1”	9’-1”	9’-5”	9’-5”	9’-1”
	2x10	15’-8”	13’-7”	11’-1”	13’-7”	13’-7”	11’-1”
	2x12	18’-0“	15’-9”	12’-10”	18’-0”	15’-9”	12’-10”

1. Assumes 40 PSF live load, 10 PSF dead load, L/360 deflection, #2 grade, and wet service conditions.
2. Assumes 40 PSF live load, 10 PSF dead load, L/180 cantilever deflection with 220 lb. point load, #2 grade, and wet service conditions.
3. Incising assumed for refractory species including Douglas Fir-Larch, Hem-Fir, and Spruce-Pine-Fir.

Table 2

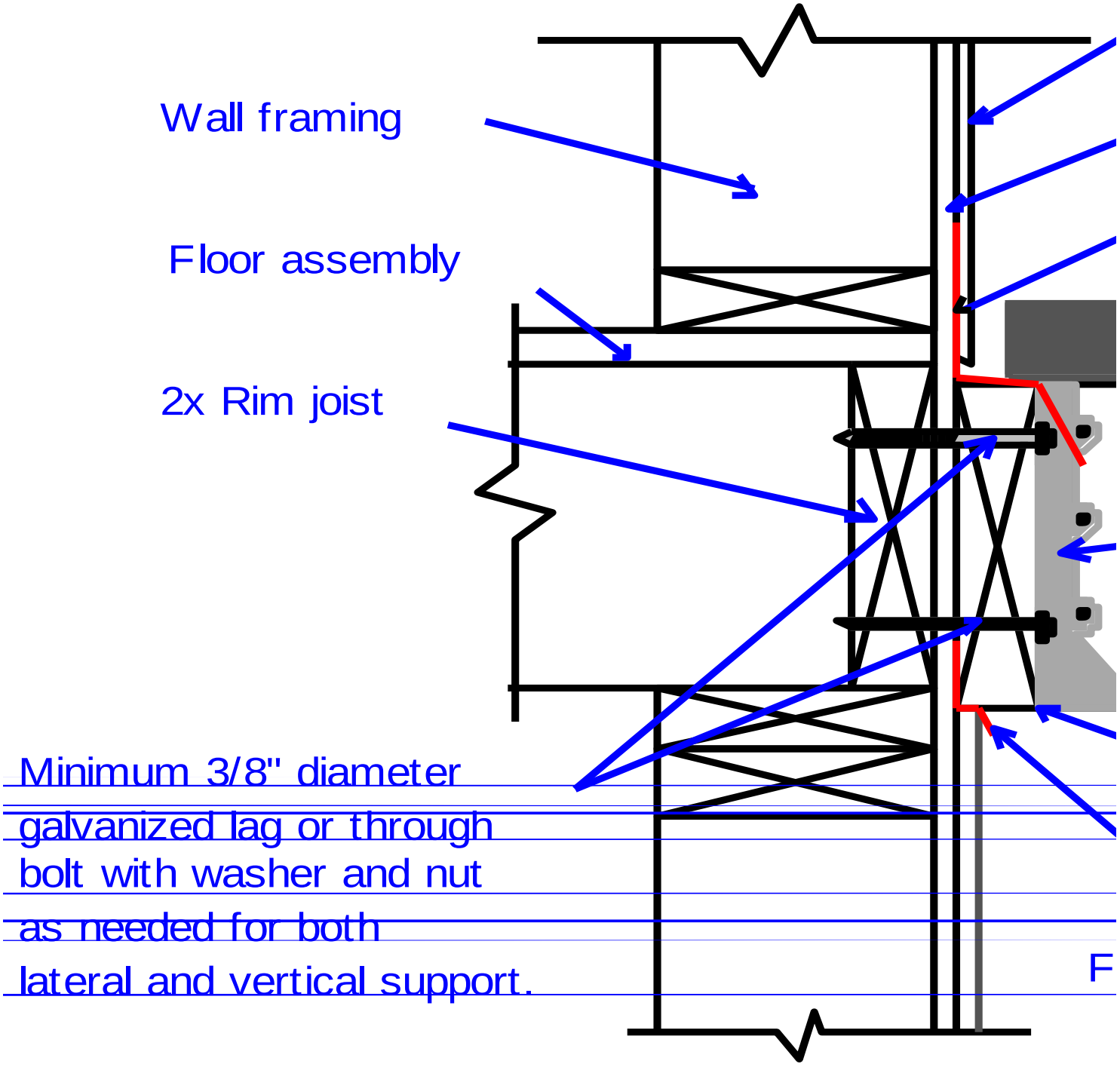
Footing Sizes				
Beam Span, LB	Joist Span LJ	Round Footing Diameter	Square Footing Dimensions	Footing Thickness2
6’	≤10’	15”	13”	6”
	≤14’	17”	15”	6”
	≤18’	20”	18”	7”
8’	≤10’	17”	15”	6”
	≤14’	20”	18”	8”
	≤18’	23”	21”	9”
10’	≤10’	19”	17”	7”
	≤14’	22”	20”	9”
	≤18’	25”	23”	10”
12’	≤10’	21”	19”	8”
	≤14’	24”	22”	10”
	≤18’	28”	26”	11”
14”	≤10’	22”	20”	9”
	≤14’	26”	24:	11”
	≤18’	30”	28”	12”
16’	≤10’	24”	22”	9”
	≤14’	28”	26”	12”
	≤18’	32”	30”	13”
18’	≤10’	25”	23”	10”
	≤14’	30”	28”	12”
	≤18’	34”	32”	14”

Notes

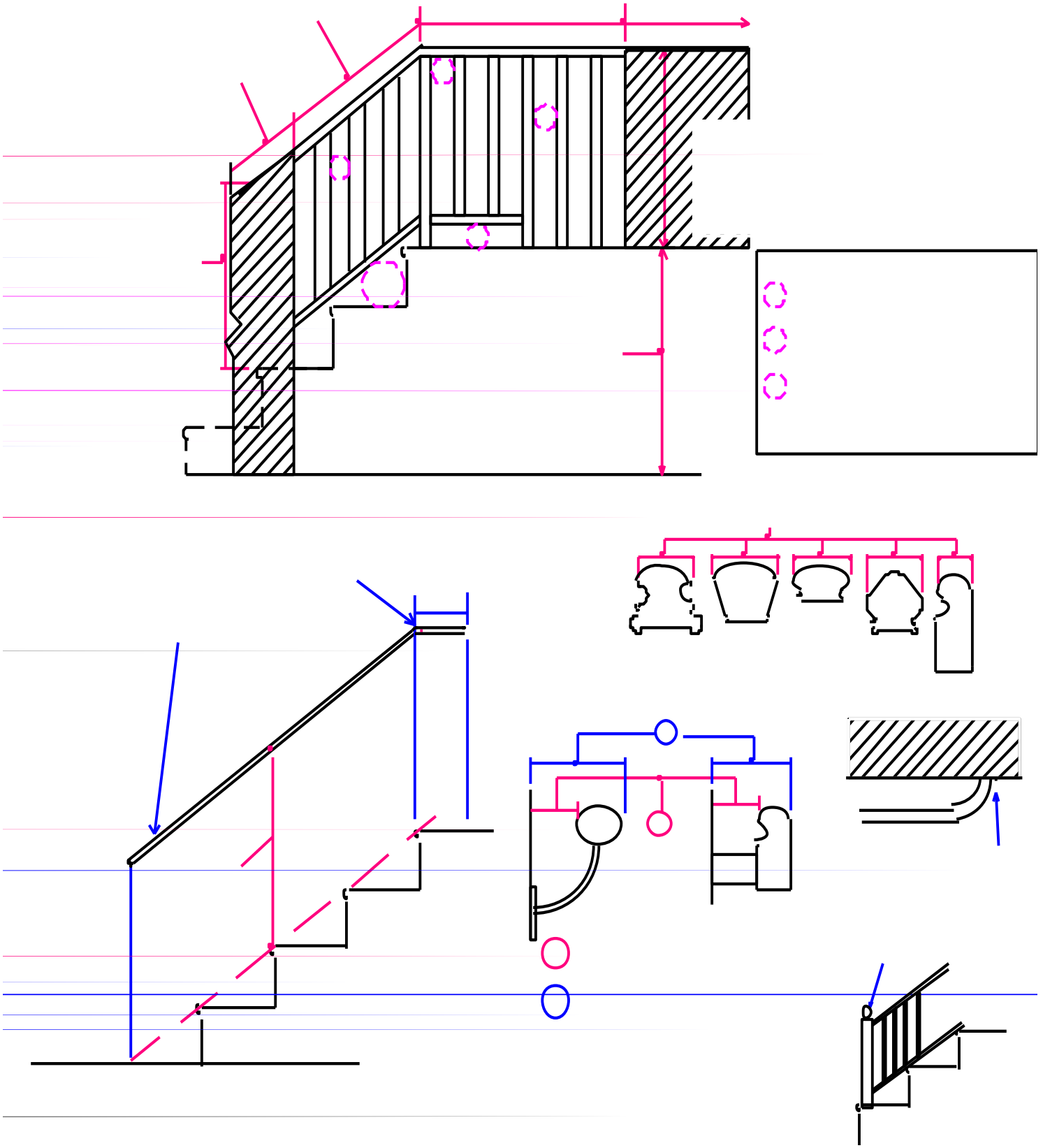
1. Assumes 1,500 PSF soil bearing capacity.
2. Assumes 2,500 PSI compressive strength of concrete. Coordinate footing thickness with post base and anchor requirements.
3. No 12” x 12” preformed pier blocks allowed.
4. Post sizes are dictated by beam size. Required 4x beam requires 4x4 post, 6x beam requires 6x6 post.

Table 3

Deck Beam Spans (LB)1 for Joists Framing from One Side Only								
		Joist Spans (LJ) Less Than or Equal to:						
Species	Size	6’	8’	10’	12’	14’	16’	18’
Douglas Fir-Larch, Hem-Fir, SPF3	4x6	6’ 5”	5’ 6”	4’ 11”	4’ 6”	4’ 2”	3’ 11”	3’ 8”
	4x8	8’ 5”	7’ 3”	6’ 6”	5’ 11”	5’ 6”	5’ 2”	4’ 10”
	4x10	9’ 11”	8’ 7”	7’ 8”	7’ 0”	6’ 6”	6’ 1”	5’ 8”
	4x12	11’ 5”	9’ 11”	8’10”	8’ 1”	7’ 6”	7’ 0”	6’ 7”


Wall framing
Floor assembly
2x Rim joist
Minimum 3/8" diameter galvanized lag or through bolt with washer and nut as needed for both lateral and vertical support.
F

Stair & Railing Detail



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Revision Date: 3/5/2015

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Site Plan

You may submit your own site plan or draw it on this template. Site plans must include (at a minimum) the following:

- ✓ Property Lines
- ✓ All existing structures
- ✓ Location of septic components (main field, reserve field and tanks) and infiltration pits (if applicable)
- ✓ Location of proposed deck
- ✓ Dimension lines from deck to all property lines OR plan drawn to scale

Required Setbacks	Front	Side & Rear
Urban Zones	20’	5’
Rural Zones*	50’	20’

*If the property is less than one (1) acre or the lot is narrower than 140’ along the front property line, Urban Zone setbacks apply

If you are in a Plat or Short Plat, please verify whether you have additional setback requirements to consider from easements and/or buffers BEFORE applying for your permit. If you are unsure of your setback requirements, please verify with DCD staff.

Scale: 1 square = 10 feet (1” = 40’)