To: Residential Applicants  
From: Donald L. Mock, P.E., Chief of Plan Review  
Date: July 12, 2022  

Subject: Plan requirements for residential accessory structures, 200 square feet or more

Effective September 1, 2022, construction plans will be required for all residential accessory structures, 200 square feet or more. Structures such as but not limited to:

Decks (regardless of the height), Screened Porches, Pavilions, Gazebo’s, Pergola’s

If you are unable to draw the construction plans accurately, basic deck plan dimensions and specifications details (sample provided**) will be required with each permit application. You must provide either construction plans or the completed basic deck plan dimensions and specifications at the time of application.

A plot plan of the property, showing the dimensions to property lines, has always been required, and will remain so.

** Example #1 – Deck’s only  
Example #2 – Porches with Shed Style Roof  
Example #3 – Porches with Gable Style Roof
*** SEE DECK CODE COMPLIANCE GUIDELINES FOR MINIMUM SPECIFICATIONS

EXISTING HOUSE

GUARD RAIL TO CODE

2 X JOISTS 10

(2) 2 X MAIN FLOOR BEAM

DISTANCE BETWEEN BEAMS

FEET INCHES

FINISHED GRADE

TYPICAL FOOTING TO CODE

IF ADDITIONAL BEAMS ARE PLANNED SUBMIT LOCATION OF BEAM, POST SPACING, AND BEAM SIZE

NOTE: DECK CANNOT BE SUPPORTED BY A HOUSE CANTILEVER. BEAM AT HOUSE IS REQUIRED

DECK CROSS SECTION

2 OF 2
EXISTING HOUSE

ROOF PITCH: 12

SHED TYPE ROOF

POST SIZE

POST SPACING

2X FLOOR JOISTS OC

2X MAIN FLOOR BEAM

FINISHED GRADE

GUARD RAIL TO CODE

Sample DECK WITH SHED TYPE ROOF:

FRONT VIEW

1 of 2
Provide collar ties or ridge straps 4' OC.

2 X ___ ridge board or structural ridge beam size & span

2 X ___ rafters ___ OC. & rafter ties or ceiling joist attached to each rafter or pre-engineered roof truss

Ceiling joist size 2 X ___ or rafter tie size 2 X ___

(2) 2 X ___ headers typ. both sides

2 X ___ floor joist ___ OC.

2 X ___ band board

(2) 2 X ___ beam inset ___ inches

Post size & spacing

Typical footings to code

Finished grade

Cross section for return gable roof over new or existing deck

2 of 3