

## Residential Remodel Building Permit Requirements

### Uncovered Deck

#### **Important notes about building permit request submissions**

- All permit applications must be submitted online using the [Customer Access](#) portal.
- There is no need to email us when you submit documents. Staff is notified automatically within one business day of your submission.
- Submit documents as PDF file type only.
- Please include the following:
  1. List the site address on all documents and plans.
  2. Include the owner's name on all documents.
- Permit review will be delayed if the required documents are not submitted online, if they are not submitted as PDFs, or if the documentation is missing information.
- All submitted documents will become a public permanent record of the property. It is in your best interest that the submitted PDFs are of the highest quality and detail, in case you or somebody else needs to refer to them in the future.

#### **General guidelines**

1. Please provide a clear description of the work; including any electrical devices to be installed, e.g., lighting, power, etc.
2. Building guide: Please refer to and use (as applicable) the [Colorado Chapter of the International Code Council Building Guide – Single Family Residential Uncovered Decks and Porches](#). It is an aid to help understand proper permit submittal requirements, although the county may require additional details.
3. Please note that all components detailed in the construction documents must be inspected prior to concealment.
4. Decks permitted through this office are reviewed for minimum 2021 IRC design criteria and are not reviewed for any additional imposed loads (e.g., planters, hot tubs/spa, roof covers, etc.). In case there are imposed loads, apply for a specific permit (e.g., for hot tubs/spa, roof covers).

5. A Colorado licensed engineer's stamp may be required (but not limited to) on the plans for the following items:
  - a. Decks with roof covers.
  - b. Decks designed outside the prescriptive requirements & tables of the 2021 IRC; beam or member sizes not listed in Tables.
  - c. Decks with hot tubs, spas, planters, or additional imposed loads.

## Required documents

Attach the following to the online application:

1. Site Plan
  - a. It must show the location of all proposed construction in relation to property lines and any other structures currently on the property with legible distances.
  - b. It must show the location of any overhead and underground utilities.
  - c. It must show the proposed driveway and access point and must include the legal address, the lot, and block numbers.
  - d. Please contact the [Zoning Division](#) for setbacks and submittal requirements.
  - e. Important: the submitted site plan will be filed as a permanent record.
2. Construction documents:
  - a. They must be drawn to scale.
  - b. They must show all work that is proposed, including but not limited to:
    - i. Clearly indicate the spans of all (no exceptions) framing members (per IRC Tables), joists from wall to beam, cantilever length, beam span from post to post, etc.
    - ii. Indicate the proposed deck's total square footage.
    - iii. Show all framing specifications, including the type of lumber being used, the size of the dimension lumber, and the on-center spacing of all framing members.
    - iv. Provide specific details regarding the beam construction, e.g., whether it

is solid sawn, a built-up beam (multiple members nailed together as a beam), or one member on each side of the posts (which is not calculated as a beam), etc.

- v. Provide details regarding how the ledger will be attached to the house, including the bolt type, diameter, length, and on-center spacing.
  - Note: Bolt connections through existing brick veneer to support ledger are not allowed, except with County approval. Bolt connections need to be otherwise secured to the structure behind the brick veneer.
- vi. Indicate the specific type and size of the joist hangers to be used.
- vii. Indicate how the posts are to be anchored to the piers and to the beam.
- viii. Indicate the diameter and depth of the pier footings
  - They must be 12" X 36" minimum unless stamped engineered details are provided.
- ix. Detail how the stairs will be built, number of stringers, rise and run dimensions, type, and height of handrails, verify that there will be a 36" X 36" landing at the base of the stairs, that the stringers will be adequately anchored to the deck, etc.
- x. Detail/indicate the type of handrail and guard system to be used, the height, and how it is to be supported.
- xi. Guards and handrails must be able to (as per the requirements of Table R301.5 of the 2021 IRC):
  - Withstand a 200 pounds single concentrated load applied in any direction at any point along the top.
  - Withstand 50 PSF<sup>1</sup> applied horizontally at right angles over the entire tributary area and guard in-fill components.
- xii. Clearly indicate the height above grade to the walking surface and clearances to all framing members where deck components are less than 18" to grade level.

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<sup>1</sup> Pound per Square Foot

- xiii. Indicate that code-compliant egress is maintained from basement egress windows, where decks are built over or near such windows. Provide details if applicable (i.e., you need to show that the egress window is code compliant after the deck is installed).

3. [Building guide](#) with completed page 3.

### **Important additional requirements for a successful inspection**

- Please note that all components detailed in the construction documents must be inspected prior to concealment.
- Download, print and have the following documents ready for the inspector from the [Customer Access](#) portal:
  - A color copy of all final stamped permit documents (i.e., all the ones reviewed and approved – these documents are found in the Customer Access portal and will have the file name marked as “FINAL”).
  - A copy of the review comments.