



CITY OF TUMWATER
 555 ISRAEL RD. SW, TUMWATER, WA 98501
 (360) 754-4180
 Email: cdd@ci.tumwater.wa.us

**DECK/PATIO COVER PERMIT
 Submittal Checklist**

TUM - _____ RCVD BY	DATE STAMP
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APPLICANT INFORMATION *(please print neatly)*

NAME OF APPLICANT: _____ EMAIL: _____

SUBJECT PROPERTY INFORMATION

ADDRESS OF PROPERTY (COMPLETE): _____

In order to add a deck or patio cover to an existing building, you must submit a completed permit application and all items on this checklist unless modified or waived by Staff.

A. APPLICATION	N/A	Provided	Staff
1. Provide a complete and signed (by owner or authorized representative) application and applicable fee. Note: Payment of the plan check fee is required at the time of application.		<input type="checkbox"/>	<input type="checkbox"/>
2. Draw plans to scale of 1/4" = 1' or larger. Minimum plan sheet size is 18"x24". All notations and drawings must be clear and legible.		<input type="checkbox"/>	<input type="checkbox"/>
B. SITE PLAN	N/A	Provided	Staff
1. Draw site plan to scale of 1" = 10' or larger (on lots larger than 10,000 sq. ft., use 1" = 20').		<input type="checkbox"/>	<input type="checkbox"/>
2. Show:			
a. Address.		<input type="checkbox"/>	<input type="checkbox"/>
b. Parcel number.		<input type="checkbox"/>	<input type="checkbox"/>
c. Zoning district.		<input type="checkbox"/>	<input type="checkbox"/>
d. North arrow.		<input type="checkbox"/>	<input type="checkbox"/>
e. Vicinity map.		<input type="checkbox"/>	<input type="checkbox"/>
f. Distances from existing and proposed structures to property lines and easements.		<input type="checkbox"/>	<input type="checkbox"/>
g. Elevation contour lines in two-foot increments.		<input type="checkbox"/>	<input type="checkbox"/>
h. Location of all existing and proposed utilities (water, sewer, gas, meters, electrical power, telephone, cable, etc.).		<input type="checkbox"/>	<input type="checkbox"/>
i. Wetlands or surface waters (if any), floodplain boundaries (reference the FIRM panel) and any applicable buffers.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
j. Existing and proposed on-site septic systems and reserve areas, with distances to structures.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
k. Existing and proposed private wells and 100-foot well-radius areas, with distances to structures.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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B. SITE PLAN (CONTINUED)	N/A	Provided	Staff
l. Existing and proposed stormwater drainage facilities (including downspouts, dry wells, etc.).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
m. Exterior storage tanks (e.g. propane) and HVAC equipment.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C. DECK PLAN	N/A	Provided	Staff
1. Provide:			
a. Footing/pier detail including depth below grade.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Floor framing.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Stair diagram.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Guard rail detail.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Front and side elevation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Ledger attachment detail.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g. Description of all material used for deck (frame, surface, rails, steps).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. ROOF PLAN	N/A	Provided	Staff
1. Show:			
a. Roof framing plan with material sizes. If using engineered trusses, provide stamped, engineered truss specifications.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Roof pitch and covering materials.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Sheathing type and dimensions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Show roof drain(s).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E. ELECTRONIC SUBMITTAL	N/A	Provided	Staff
1. Submitting online: Upload documents, naming them with the project address and document name (project address – application, checklist, plans, etc).	<input type="checkbox"/>	<input type="checkbox"/>	
Submitting in person: USB drive containing apps, checklist, plans, reports, etc. as outlined under B and C above, in PDF-file format. Maximum format shall be 300 dpi.	<input type="checkbox"/>	<input type="checkbox"/>	

I verify that all required documents associated with this application have been submitted.

Signature of Applicant/Representative

Date