



City of Happy Valley

16000 SE Misty Drive, Happy Valley, OR 97086
Telephone (503) 783-3800 Fax (503) 658-5214
Webpage - www.happyvalleyor.gov

DECK SUBMITTAL CHECKLIST

The following information must be submitted when applying for a permit to construct, enlarge, or replace a deck that is more than 30" above grade when measured 3' out from deck.

Please be aware every project is unique, there may be some situations where you will be asked to provide additional information.

Please clearly distinguish between existing conditions {E} and proposed work {N}.

- Completed Building Permit application

Note: If more than 500 Square Feet of soil will be disrupted, a separate erosion control permit will be required. An erosion control plan will be required with the application. You can find a sample erosion control plan at <https://www.happyvalleyor.gov/wp-content/uploads/2017/09/Residential-Erosion-Plan-Submittal-Requirements.pdf>

- 2 copies of site and structural plans for the area of proposed work and areas affected by such work. Please refer to details below on plan requirements.

SITE PLAN

- Plans shall be drawn to scale
- Property lines with dimensions & structures shown
- Property address
- Indicate direction with a North Arrow
- Show existing and proposed deck; including dimensions and total square footage

STRUCTURAL PLANS (DRAWN TO SCALE)

- Deck elevation showing all construction elements
 - o Including: Post size and spacing, footing depth, post caps, bases, etc.
- Elevation plan showing location and size of footings
- Deck framing including dimensions, lumber size, beam spacing and span, joist sizes and spacing
- Guardrail detail, showing attachment to deck to meet 200psf live load standard
- Positive connections. (ledger attachment & lateral connections)
- Engineering calculations shall be attached to the plans or incorporated into the plans

Note: Happy Valley policy requires deck platforms 10 feet or more in height to be designed by an Oregon structural engineer for structural elements and lateral bracing.

Irregular or unusual deck designs may also require structural engineering