



City of Tigard
Community Development Department | Building Division
Deck Submittal Guide

Decks can either be designed by a registered design professional licensed in the state of Oregon or can be submitted prescriptively by following the guidelines outlined here and, in the Oregon Residential Specialty Code Section 507. Please use the link below as a reference guide to assist you.

<https://awc.org/wp-content/uploads/2022/02/AWC-DCA62015-DeckGuide-1804.pdf>

SUBMITTAL GUIDELINES

This handout describes the information that must be submitted when applying for a permit to construct or enlarge a deck that is more than 30" above grade.

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

NOTE: Please clearly distinguish between existing conditions and proposed work.

1. Complete Building Permit Application Form
2. Erosion Control plan (may be a part of the Site Plan) if the project will result in disturbing the ground with mechanical equipment.
3. Three (3) copies of Site and Structural Plans for the area of proposed work and areas affected by such work.

*** Your deck placement must meet land use guidelines set forth by the [Community Development Code](#). Contact **Planning Department** 503-718-2421 or tigardplanneronduty@tigard-or.gov for more information.

SITE PLAN (Scale site plans to most appropriate scale, e.g. 1"=10' or 1/4"=1')
Submit on either 8-1/2" x 11" or 11" x 17" paper

1. North arrow
2. Property address, R number, applicant information.
3. Property lines, with dimensions
4. Total area (in square feet) of the lot
5. Erosion control if required may be included on the site plan.
6. Existing tree locations and protection.
7. Adjacent streets and any easements
8. Distance between buildings and between buildings and property lines
9. Grade elevations, for lot, at property corners and corners of structure(s)
10. Area (in square feet) of any existing, proposed or to be demolished buildings and decks.
11. Dimensions and area (in square feet) of any proposed paving. (If your project will add more than 500 square feet of impervious area you will need to provide a Mitigation Form and/or a Stormwater Plan)
12. Location of sewer and water lines and method of stormwater disposal
13. Location of septic if applicable

STRUCTURAL PLANS (Scale of plans to be 1/4"=1')

1. Deck elevations
2. Foundation plan showing location and size of footings and posts
3. Deck framing including dimensions, lumber size, spacing and span
4. Guardrail detail, showing attachment to deck
5. Connections to existing construction
6. Any engineering calculations may be attached to the plans and engineering details incorporated into the plans or cross-referenced on the plans