



SINGLE FAMILY DECK/PATIO COVER COMMUNITY DEVELOPMENT BUILDING DIVISION

806 WEST MAIN STREET • MONROE, WA 98272
City Hall 360.794.7400 • Fax 360.794.4007

SUBMITTAL OPTIONS:

- **ELECTRONIC** Submittals can be made electronically by requesting a Sharefile link at building@monroewa.gov. Please see the General Guidelines (*attached*) for electronic submittals.
- **IN PERSON** If you prefer to submit hard copies in person at City Hall, please call the Permit Center @ 360-863-4501 for an intake appointment. If making application in person, please provide (1) original plus (1) copy of all checklist items in addition to a CD with individual PDFs of each of the required items.

SUBMITTAL CHECKLIST:

- ◇ **APPLICATION FORM** - Original of the Combined Permit Application form
- ◇ **CURRENT COPY OF LABOR & INDUSTRIES CONTRACTOR'S LICENSE**
- ◇ **SITE PLAN** – No greater than 11" x 17" to scale
 - ◇ North arrow
 - ◇ All existing and proposed structures
 - ◇ Lot coverage calculations
 - ◇ Property lines and distance from deck/patio cover to property lines
- ◇ **CONSTRUCTION DRAWINGS (INCLUDE ELEVATIONS)**
 - ◇ Framing & foundation plan
 - ◇ Footing size and thickness (e.g. 18"x18"x12" thick).
 - ◇ Joists size, species, span, spacing and direction.
 - ◇ Decking material and size.
 - ◇ Post location, species, size and spacing.
 - ◇ Beam size, species, span and spacing (may require calculations).
 - ◇ Identify pressure treated or naturally decay resistant wood.
 - ◇ Landing and stair details.
 - ◇ Connection details of deck to existing structure (if applicable)
 - ◇ Corrosion resistant fasteners and hardware for treated wood
 - ◇ Connection of posts and beams
 - ◇ Guard details (if applicable)
 - ◇ Stair step rise and run (7-¾" max rise, 10" min. run)
 - ◇ Handrail details (if applicable)
 - ◇ Stair landing (36" minimum, if applicable)
- ◇ **STRUCTURAL CALCULATIONS** (if applicable)
- ◇ **SNOHOMISH HEALTH DISTRICT APPROVAL** - The written approval(s) of the Snohomish Health District (If required)



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Adopted State Codes – Effective February 1st, 2021

The City of Monroe enforces the following Washington State Building Codes and amendments; the Washington Administrative Code (WAC) title 51 and as amended by the Monroe Municipal Code Title 15:

- 2018 ICC Energy Conservation Code with State amendments
- 2018 International Building Code
- 2018 International Existing Building Code
- 2018 International Fire Code
- 2018 International Fuel Gas Code
- 2018 International Mechanical Code
- 2018 International Property Maintenance Code
- 2018 International Residential Code
- 2018 International Swimming Pool and Spa Code
- 2018 Uniform Plumbing Code

Structural Design Criteria

Seismic Design Category: **IRC / IBC** – D1/D2

Basic Wind Speed^d: 85 mph

Exposure Category: B

Frost Depth: 18"

Ground Snow load: 25 lbs/sq ft²

*A soils investigation is required for commercial projects, residential short plats and subdivisions and some instances residential lots.