



**CITY OF TUMWATER**  
 555 ISRAEL RD. SW, TUMWATER, WA 98501  
 (360) 754-4180 (360) 754-4126 (FAX)  
 Email: cdd@ci.tumwater.wa.us

**DECK/PATIO COVER PERMIT  
 Submittal Checklist**

TUM -	DATE STAMP
RCVD BY	

**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.

<b>A. APPLICATION</b>	N/A	Provided	<b>Staff</b>
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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.

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2. Provide two copies of all plans and two copies of all specifications. 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.

<b>B. SITE PLAN</b>	N/A	Provided	<b>Staff</b>
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1. Draw site plan to scale of 1" = 10' or larger (on lots larger than 10,000 sq. ft., use 1" = 20').

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2. Show:
  - a. Address.

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  - b. Parcel number.

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  - c. Zoning district.

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  - d. North arrow.

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  - e. Vicinity map.

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  - f. Distances from existing and proposed structures to property lines and easements.

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  - g. Elevation contour lines in two-foot increments.

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  - h. Location of all existing and proposed utilities (water, sewer, gas, meters, electrical power, telephone, cable, etc.).

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  - i. Wetlands or surface waters (if any), floodplain boundaries (reference the FIRM panel) and any applicable buffers.

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  - j. Existing and proposed on-site septic systems and reserve areas, with distances to structures.

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  - k. Existing and proposed private wells and 100-foot well-radius areas, with distances to structures.

## Deck or Patio Cover Permit Submittal Checklist

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<b>B. SITE PLAN (CONTINUED)</b>	N/A	Provided	<b>Staff</b>
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- l. Existing and proposed stormwater drainage facilities (including downspouts, dry wells, etc.).
  - m. Exterior storage tanks (e.g. propane) and HVAC equipment.
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<b>C. DECK PLAN</b>	N/A	Provided	<b>Staff</b>
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1. Provide:
    - a. Footing/pier detail including depth below grade.
    - b. Floor framing.
    - c. Stair diagram.
    - d. Guard rail detail.
    - e. Front and side elevation.
    - f. Ledger attachment detail.
    - g. Description of all material used for deck (frame, surface, rails, steps).
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<b>D. ROOF PLAN</b>	N/A	Provided	<b>Staff</b>
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1. Show:
    - a. Roof framing plan with material sizes. If using engineered trusses, provide stamped, engineered truss specifications.
    - b. Roof pitch and covering materials.
    - c. Sheathing type and dimensions.
    - d. Show roof drain(s).
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<b>E. ELECTRONIC SUBMITTAL</b>	N/A	Provided	<b>Staff</b>
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1. Compact disc (CD) or USB drive containing all of the plans, reports, etc. as outlined under A through D above, in PDF-file format. Maximum format shall be 300 dpi. Note: Please do not include the application or submittal checklist in electronic format.
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I verify that all required documents associated with this application have been submitted.

\_\_\_\_\_  
Signature of Applicant/Representative

\_\_\_\_\_  
Date