

# CITY OF MERCER ISLAND

## COMMUNITY PLANNING & DEVELOPMENT

9611 SE 36TH STREET | MERCER ISLAND, WA 98040

PHONE: 206.275.7605 | [www.mercergov.org](http://www.mercergov.org)

Inspection Requests: Online: [www.MyBuildingPermits.com](http://www.MyBuildingPermits.com) VM: 206.275.7730



## Decks & Patios Application Checklist

Items listed below must be submitted to assure a timely, consistent and accurate plan review. Two (2) sets of plans, specifications and calculations are required.

Please place checkmarks by completed items, and cross out those which do not apply. If you are not certain, please ask the Plans Examiner for assistance.

Applications will be reviewed for completeness. Any incomplete applications will be returned to you.

**Please Note:** All drawings must be accurate, clear and drawn to scale. See the construction Tip Sheet # 005

Construction permit information	
Site Plan Including:	Cross-sections, including:
<input type="checkbox"/> Scale 1" – 20'	<input type="checkbox"/> Foundation dimension
<input type="checkbox"/> Property lines/site dimensions	<input type="checkbox"/> Reinforcement steel shown or noted as specification on plans
<input type="checkbox"/> Location of all existing structures and distance to the property line.	<input type="checkbox"/> Frost depth (minimum 18")
<input type="checkbox"/> New vs existing clearly marked (for remodels and additions)	<input type="checkbox"/> Framing Details
<input type="checkbox"/> Building wall and rooflines match floor plans	<input type="checkbox"/> Lateral bracing
<input type="checkbox"/> Creeks, streams, shorelines and wetlands (if applicable)	<input type="checkbox"/> Guardrail and handrail details
<input type="checkbox"/> Streets, alley, utility, access and other Easements	Engineering (if applicable): Engineering must be transferred to plans and calculations shall be stamped and signed by an engineer or architect. (Please check with the Plans Examiner if you are not certain about requirements).
<input type="checkbox"/> Driveway locations and parking design	
Foundation Plan Including:	
<input type="checkbox"/> All pads and dimensions	<input type="checkbox"/> Foundations or retaining walls
<input type="checkbox"/> Girders, posts, floor joists, slab	<input type="checkbox"/> Overhangs or cantilevers
	<input type="checkbox"/> Beams or columns having unusual loads
Floor plan Including:	<input type="checkbox"/> Soils/geotechnical report (if applicable)
<input type="checkbox"/> New vs. existing clearly distinguished	<input type="checkbox"/> Engineered trusses, roof or floor systems
<input type="checkbox"/> Stair direction (up/down)	
	Elevations Including:
	<input type="checkbox"/> New vs existing clearly shown (for remodels and additions)

SAMPLE PLOT PLAN

