



"The City of Bonney Lake's mission is to protect the community's livable identity and scenic beauty through responsible growth planning and by providing accountable, accessible and efficient local government services"

**FOR STAFF USE ONLY**

Date:
Master Permit Number:
Permit Number:

## DECK PERMIT APPLICATION

Application and Plan must be complete in order to be accepted.  
Applications must be made "in person" at the Permit Center.

<b>Project Name / Description:</b>	Value of Construction:
Site Address:	Tax Parcel Number:
General Location:	Lot Number:
<b>Site Information:</b>	Lot Sq. Ft.: _____
Section: _____ Township: _____ Range: _____ ¼: _____ ¼	Impervious Surface:
<b>Applicant:</b>	Phone:
Mailing Address: _____ City State/Zip _____	Fax #:
<b>Property Owner:</b>	Phone:
Mailing Address: _____ City State/Zip _____	Fax #:
<b>Contact Person:</b>	Phone:
Mailing Address: _____ City State/Zip _____	Fax #:
<b>Contractor:</b>	Phone:
Mailing Address: _____ City State/Zip _____	Fax #:
State Contractor's License #: _____ Expiration Date: _____	City of Bonney Lake Business Registration:
<b>Engineer:</b>	Phone:
Mailing Address: _____ City State/Zip _____	Fax #:
Firm or Company Name: _____	E-Mail Address:
<b>Lender <input type="checkbox"/> or Issuer of Payment Bond <input type="checkbox"/>:</b>	Phone:
Firm or Company Name _____	
Mailing Address: _____ City State/Zip _____	<i>Reference RCW 19.27.095</i>
<b>Description of work (Specific description):</b> _____	
<b>Structure Information:</b>	
Existing Sq. Ft.: _____ Additional Sq. Ft.: _____ Total Sq. Ft.: _____ Type of Construction: _____	
Deck: _____ Deck Cover: _____ Number of Units: _____ Dock: _____	
<p><i>By leaving the contractor section blank, I hereby certify that I am the owner, or agent of the owner, of the subject property and contractors will not be hired to perform any work in association with this permit. I acknowledge that in leaving the contractor section blank, I do not intend to perform work for selling purposes without being a registered contractor by the State of Washington (RCW 18.27.090). I also verify that if I do choose to hire a contractor, general or subcontractor, I will only hire those which are licensed by the State of Washington (RCW 18.27.110).</i></p>	
<b>Applicant:</b>	<b>Date:</b>

# DECK PERMIT

## Must be submitted with the following:

The following is a brief outline of the requirements for a **single family deck** submittal. This list is for reference purposes only and may not include all items needed to complete the plan check process.

### SPECIFIC REQUIREMENTS:

N/A Submitted

- Five copies of the plot plan. Plot plans must be to scale, including all cantilevers, with given dimensions from structures to property lines (setbacks). Locations of existing and proposed structures, septic tank, drain field, and any other major physical features. Scale and North arrow, topography, and high water mark shall also be included on the plot plan.
- Complete land clearing application including a plot plan of the clearing area, including earth to be cleared, or graded, in cubic yards. The corners of the proposed structure, all trees to be removed, trees to be left within the clearing area, and clearing limits must be marked in conjunction with the required landscaping plan submittal per Ordinance 651. Other information may be required in conjunction with the application.
- Septic approval; if not in the sewer service area, approval for septic from the Pierce County Health Department (591-6470) is needed for all construction.
- Copy of recorded Legal Description from Pierce County
- Copy of short plat if applicable.
- Copy of a valid contractor's business license or current City license number, with tax ID number and L&I Contract number.
- Erosion Control – indicate erosion control measures on plot plan submittals.
- Storm Retention – property will be subject to an engineered on site drainage retention system. Exemption: 500 sq. ft. or under, unless required by the City. **Applicant is to submit applicable details for all systems.**
- Attach plans, reports, or other documentation required with SEPA decisions.

An application shall consist of all materials required by the applicable development regulations for the specific permit(s) sought, and shall include the following general information:

Applicant		Staff
<input type="checkbox"/>	A completed Permit Application form .....	<input type="checkbox"/>
<input type="checkbox"/>	Code editions and design parameters .....	<input type="checkbox"/>
<input type="checkbox"/>	All easements clearly depicted on site plan .....	<input type="checkbox"/>
<input type="checkbox"/>	A property and/or legal description of the site for all applications, as required by the applicable development regulations.	<input type="checkbox"/>
<input type="checkbox"/>	The applicable fees (Plan check, Building and Zoning fees).....	<input type="checkbox"/>

### Requirements for a complete application: Site Plan:

Plan sheet Number	Applicant		Staff
_____	<input type="checkbox"/>	Code Editions and design parameters.	
_____	<input type="checkbox"/>	Minimum scale of 30' equals 1" showing the proposed deck in plan view indicating the following:	<input type="checkbox"/>
_____	<input type="checkbox"/>	Title block indicating name, address, phone number of applicant and owner, and property (site address ( <b>contact Building Division for address verification or applications for new addresses prior to intake appointment</b> ));	<input type="checkbox"/>
_____	<input type="checkbox"/>	Legal description (Subdivision/Lot #) and assessors parcel number .....	<input type="checkbox"/>
_____	<input type="checkbox"/>	North arrow .....	<input type="checkbox"/>
_____	<input type="checkbox"/>	Drawing scale .....	<input type="checkbox"/>

- \_\_\_\_\_  Property lines.....
- \_\_\_\_\_  Existing and proposed improvements on property .....

**Requirements for a complete application (continued): Site Plan:**

Plan sheet Number	Applicant	Staff
_____	<input type="checkbox"/> Complete existing and proposed streets surrounding the property .....	<input type="checkbox"/>
_____	<input type="checkbox"/> Existing and proposed contours (2' increments) .....	<input type="checkbox"/>
_____	<input type="checkbox"/> Location of existing and/or proposed easements.....	<input type="checkbox"/>
_____	<input type="checkbox"/> Existing and proposed on-site sewer, water, and storm drain lines.....	<input type="checkbox"/>
_____	<input type="checkbox"/> Location of all existing structures on the property .....	<input type="checkbox"/>
_____	<input type="checkbox"/> Distances from the proposed deck to property lines and other buildings on the site.....	<input type="checkbox"/>
_____	<input type="checkbox"/> If present, environmentally sensitive areas on site, adjacent to, or within 200 feet (such as wetlands, steep slopes, top and toe of slope, rivers, streams, etc.)	<input type="checkbox"/>
_____	<input type="checkbox"/> If present, any surface waters within 200 feet of property.....	<input type="checkbox"/>
_____	<input type="checkbox"/> Square footage of site _____ .....	<input type="checkbox"/>
_____	<input type="checkbox"/> Location of existing septic tank and drain field.....	<input type="checkbox"/>
_____	<input type="checkbox"/> Building footprint square footage of existing buildings and proposed deck .....	<input type="checkbox"/>

**Construction Plan Requirements:**

_____	<input type="checkbox"/> Existing floor plan (identify use of all rooms) .....	<input type="checkbox"/>
_____	<input type="checkbox"/> Building/deck Elevations .....	<input type="checkbox"/>
_____	<input type="checkbox"/> Footings, beam, girders, and post size, span and spacing .....	<input type="checkbox"/>
_____	<input type="checkbox"/> Direction, size, span and spacing of all framing members.....	<input type="checkbox"/>
_____	<input type="checkbox"/> Foundation plan (pier/footing size, depth and location) .....	<input type="checkbox"/>
_____	<input type="checkbox"/> Stairways and handrails (if proposed) .....	<input type="checkbox"/>
_____	<input type="checkbox"/> Deck to house ledger (hangers and lag bolts) .....	<input type="checkbox"/>
_____	<input type="checkbox"/> All hardware shown (metal post caps, post bases, straps) .....	<input type="checkbox"/>
_____	<input type="checkbox"/> Guardrail and rails (if more than 30" above grade).....	<input type="checkbox"/>
_____	<input type="checkbox"/> Fasteners (galvanized nails/hardware).....	<input type="checkbox"/>
_____	<input type="checkbox"/> Decking material .....	<input type="checkbox"/>
_____	<input type="checkbox"/> Details of all of the above.....	<input type="checkbox"/>
_____	<input type="checkbox"/> <b>SQUARE FOOTAGE OF PROPOSED DECK = _____</b> .....	<input type="checkbox"/>

Other items may be required to be submitted for an application in order to ensure that the application is consistent with the Bonney Lake Municipal Code.

Signature

Date

Phone