



Town of Longboat Key
Planning, Zoning and Building Department

501 Bay Isles Road
Longboat Key, Florida 34228
941-316-1966
941-316-1970 FAX

BUILDING PERMIT REVIEW CHECKLIST
FOR DECK

Any application for Building Permit approval shall be signed and submitted by the Applicant on a form provided by the Town, and in addition shall include at least the following information, unless the Town determines that one or more of the following elements do not apply to the particular application.

Application for Building Permit Approval for a Deck must include submission of the following:

- A completed Building Permit Application including the total square footage of the proposed deck
Attached ____ **N/A** ____
- The cover sheet of your submitted plans is required to include the following items:
 - The Florida Building Code (FBC) 2023 Design Criteria
 - Wind Load 150 MPH Risk Factor II
 - Exposure Category D
 - Contractor's Name (Qualifier), including: Contractor's License Number; Company Name (dba); Contractor's Address; Contractor's Phone Number; Contractor's Email; the Owner's Name; and, the Job Site Address
- A copy of the floor plan and site plan showing the proposed deck and setback dimensions
Attached ____ **N/A** ____
- Provide the typical deck cross-section detail **Attached** ____ **N/A** ____
- Provide a typical deck to house connection detail **Attached** ____ **N/A** ____
- Provide stair handrail details if the proposed deck is over 30 inches from grade **Attached** ____ **N/A** ____