

This information is the most common for how to obtain the necessary permits for your project and is not representative of all the conditions you may encounter.

### Building Development Agencies

The Herrity Building  
12055 Government Center Pkwy  
Fairfax, VA 22035

- ▶ Permit Application Center  
2nd floor, 703-222-0801
- ▶ Site Application Center  
2nd floor, 703-222-0801
- ▶ Building Plan Review  
3rd floor, 703-222-0114
- ▶ Zoning Review  
2nd floor, 703-222-1082
- ▶ Residential Inspections  
6th floor, 703-631-5101

#### Hours of Operation

Monday–Thursday: 8 a.m.–4 p.m.  
Friday: 9:15 a.m.–4 p.m.

#### Health Department

10777 Main Street  
Fairfax, VA 22030  
703-246-2201

#### Website

*Publications, forms and other useful information can be found at*  
[fairfaxcounty.gov/buildingpermits](http://fairfaxcounty.gov/buildingpermits)

All telephone numbers are accessible in TTY by calling 711.

This document is available in alternative formats and languages. Please call 703-222-0801 for more information.



A Fairfax County, Virginia Publication



### PERMITS

The following permits are required for a new deck and alterations to an existing deck.

- ▶ Building permit (a wood patio constructed directly on the ground does not require a building permit).
- ▶ Electrical permit (for new lighting and/or outlets).

### DOCUMENTS REQUIRED

When applying for a permit, you must submit the following.

- ▶ [Permit application form](#).
- ▶ Building plans or typical deck drawings (see Page 2).
- ▶ House location plat (see Page 2).

For information on permit fees, go to our website and click on “fees.”

### Apply Online

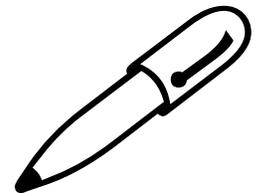


Fairfax County’s FIDO system allows you to apply and, in some cases, obtain your permit online. This could save you time and even a trip to county offices. Go to [fairfaxcounty.gov/fido](http://fairfaxcounty.gov/fido) to apply.

Contractors must have a FIDO-issued identification number in order to apply. Contact the Permit Application Center to obtain yours.

### Who should apply for the permit?

Homeowners may obtain permits in their own name. However, it is strongly recommended a properly licensed contractor pull the permits as the responsible party so the county can better assist in gaining compliance for defective work.



### BUILDING PLANS CHECKLIST

When applying for a permit, you must submit two copies (three copies if you are on well or septic) of your building plans meeting the following requirements:

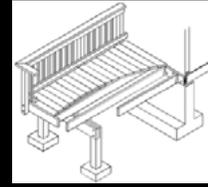
- Minimum scale of ¼ inch = 1 foot; all dimensions shown.
- Minimum sheet size: 8½ x 11 inches; no pencil.
- Code year used for the design.
- Name, address and occupation of the building designer.
- Footing details including depth below grade (footing depth is 24 inches).
- Framing plan (bird’s eye view) of the

size, spacing and length of all posts, joists and beams.

- ☐ Guard details.
- ☐ Stair and handrail details.
- ☐ Details of all connections.
- ☐ Hot tub weight requirements, if applicable.
- ☐ Decking or guards composed of foreign lumber or plastic must be

evaluated by an authorized listing agency. See our website for more information.

Most plan requirements listed are not necessary if you agree to use typical deck drawings (see right). You may also draw your own framing plan and supplement your design with elements from the typical drawings.



Standard deck construction plans are available from Fairfax County and the American Wood Council that can be used in lieu of a plan submission during permit application if your deck qualifies as noted below.

- ✓ Residential, single level.
- ✓ 18 feet Maximum joist span.
- ✓ No hot tub, sunroom, screen porch or roof.

Go to [fairfaxcounty.gov/decks](http://fairfaxcounty.gov/decks) for more information.

## HOUSE LOCATION PLAT

A house location plat is a plan drawn from survey data showing the location of the house and other elements of your property. To determine the impact of your deck on your property, you will need to submit a clean copy of your plat in the original scale showing the location and dimensions of your new deck.



**Where's my plat?**

Your closing documents will usually contain a copy of your plat. The county may also have a copy. Contact Zoning for more information. You may need to hire a surveyor or civil engineer to prepare a new one.

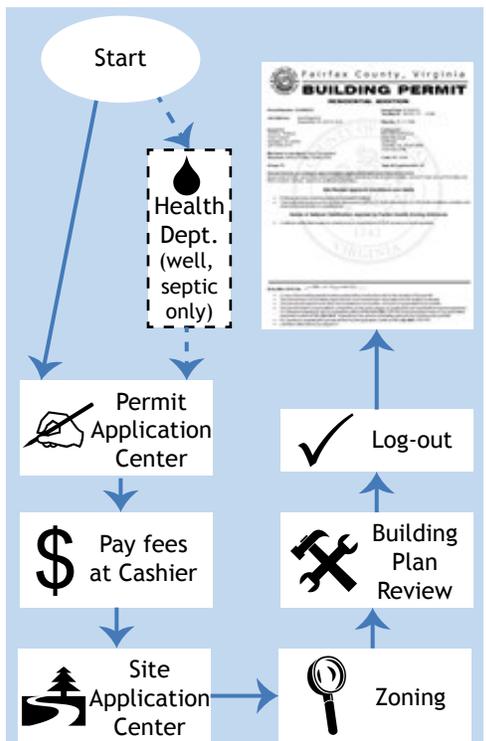
## PERMIT PROCESS

When applying for a permit, bring the required documentation listed on Page 1 to the Permit Application Center. If on septic and/or well, start at the Health Department. County staff will direct you through the multiple agency review process. Use the chart to the right to help guide you.

## INSPECTIONS

You must obtain inspections from the county for your deck following requirements listed below.

- ▶ The approved plat and building plans must be on the jobsite.
- ▶ Required inspections:
  - ✓ Footing: footing holes are dug and ledger board is attached.
  - ✓ Framing: posts, beams and joists are installed. (Not required if the deck is 48 inches or more above the ground.)
  - ✓ Final: all remaining items are installed.
- ▶ If required, ladders must be provided to the inspector.
- ▶ Before you dig call Miss Utility at 811, TTY 711.
- ▶ Schedule your inspection using the following options:
  - ✓ Telephone during hours of operation at 703-631-5101, TTY 711.
  - ✓ Online using FIDO at [fairfaxcounty.gov/fido](http://fairfaxcounty.gov/fido) or on the Fairfax County smartphone app.



## Regulations...

### Building Code & Ordinances

- ▶ Virginia Residential Code (see our [website](#) for the current edition)
- ▶ Fairfax County Zoning Ordinance (for setbacks, height and size limitations)

### Covenants

Contact your homeowners association for building requirements and restrictions specific to your subdivision.

For more information regarding decks, consult our Frequently Asked Questions on our website or e-mail [buildingpermits@fairfaxcounty.gov](mailto:buildingpermits@fairfaxcounty.gov).