SCREEN ROOM REQUIREMENTS FOR PERMIT

This handout addresses two types of screen rooms, pre-fabricated and conventionally built. We have provided samples from each type, including mixed types, in order to demonstrate the minimum requirements for inclusion on construction documents and the degree of clarity for drawing standards expected in a proper submittal. Lateral stability, foundation design, member deflections, correct component connection details and member attachment to the house &/or other structures, such as decks, require careful consideration. It has been our experience that most pre-fabricated rooms have generic details that, in general, are insufficient in scope to describe job-specific conditions. With most screen rooms it is common to hire a licensed design professional to properly address all relevant issues.

Our most commonly asked questions are, "Can I build a screen room on my existing deck?" and "Do I need stamped plans for a screen room?" The answer to both, with rare exception, is yes. However, existing decks are most often not capable of sustaining new loads on existing foundations and the deck may encroach into a required setback area or be beyond the maximum limit of buildable area per the zoning code. At this point professional help would be required.

Conventionally built screen rooms are built on-site. Pre-fabricated rooms have components assembled at the site on prepared foundations &/or framing. Each can be built on full foundations (trench footing) or piers depending upon design, load paths, manufacturer's instructions, etc.

We are providing this checklist as an aid to construction document submittal requirements. Most design professionals are familiar with these in the course of their profession and are best equipped to provide proper documentation for a permit. This list is not an exhaustive inventory of all submittal requirements as they are too numerous to list. These are the minimum requirements to be addressed and submitted for a permit application.

NOTE! If your screen room is heated or cooled (has conditioned air) it must conform to the energy requirements of the International Residential Code (IRC), which has specialized requirements.

CHECKLIST ITEMS:

Site Plan – A scaled plat of survey (1" = 20' minimum) indicating the following:

- ❑ Exact room location
- ❑ House location
- ❑ Property Lines
- ❑ Other buildings
- ❑ Gas meter & run
- ❑ All relevant structures
- ❑ Easements
- ❑ Fences & barriers
- ❑ Electric meter & run
- ❑ Water location
- ❑ Drives
- ❑ Patios
- ❑ Decks
- ❑ Walks
- ❑ Sewer locations

Foundation Plan / Pier Plan – A scaled and dimensioned plan (minimum ¼"=1'0") with the following:

- ❑ Foundation width
- ❑ Pier sizes
- ❑ Pier spacing
- ❑ Connection details to house
- ❑ Depth of foundations
- ❑ Depth of piers
- ❑ Foundation steps (if any)

Structural Framing Plans – Scaled & dimensioned (1/4")floor and roof plans indicating the following:

- ❑ All framing members
- ❑ All member sizes
- ❑ Spacing of all members
- ❑ Post locations
- ❑ Beam locations
- ❑ Hanger locations
- ❑ Ledger specifications
- ❑ Connection points to other structures
- ❑ Connection details to other structures
- ❑ Full height building transverse section
- ❑ Full height building longitudinal section

CHECKLIST ITEMS - Continued:

Floor Plan – A scaled & dimensioned plan (minimum ¼" = 1'-0") indicating the following:

- ❑ All walls
- ❑ All windows
- ❑ All doors
- ❑ Floor specifications
- ❑ All connection points to the house
- ❑ All items requiring removal (siding, framing, eaves, etc)
- ❑ All load paths to existing & new foundations
- ❑ All conditions of the existing house within 8-feet of the screen room

Structural Framing Details – Details must show all components (minimum ¾" = 1'-0") and removal of inadequate materials, such as compressible sheathing to be replaced with plywood sheathing, etc.

All connections to / at the house including:

- ❑ All foundations
- ❑ All roof framing
- ❑ All floor framing
- ❑ All deck framing
- ❑ All point loads
- ❑ All walls

All connections for the room itself including:

- ❑ Floor to concrete
- ❑ Floor to framing
- ❑ Wall to house blocking
- ❑ Beam to posts
- ❑ Beam to beam
- ❑ Roof framing
- ❑ Post to foundation
- ❑ Post to pier
- ❑ Wall to wall

All stair details including:

❑ Sections through stairs showing rise, run, nosings, railings, handrails, balustrade, header and stringer supports top and bottom of all staircase runs

Elevations – All sides of the exterior must be shown with a minimum 5-foot surrounding area (minimum ¼" = 1'-0") indicating the following:

- ❑ All windows & screening
- ❑ All doors
- ❑ All grades
- ❑ Foundations
- ❑ Grade elevations
- ❑ Floor elevations
- ❑ Deck elevations
- ❑ All relevant structures such as decks, pools, etc.
- ❑ Building height
- ❑ Utilities, meters & overhead runs
- ❑ Existing building elements

Electric Plan & Specifications – Can be combined with the floor plan if desired indicating the following:

- ❑ All lights. The space must be illuminated & a light must be provided at the point of exit discharge
- ❑ All receptacles
- ❑ All receptacles must have ground-fault interrupt (GFI) protection
- ❑ All lights & fan-lights must be listed for damp or wet locations
- ❑ All electric wiring must be in metal conduit
- ❑ All electric boxes, couplings & fittings must be listed for damp or wet locations

Engineering Calculations

Calculations for the specific pre-fabricated sunroom being used shall be submitted. Generic details not addressing the specific conditions of the room being built are not acceptable. Calculations shall indicate all connection details of components, list all correct loads and deflection factors (30 lb/ft^2 snow live load, maximum roof member deflection = L/240; maximum floor deflection = L/360). All details to other assemblies shall be properly designed per the manufacturer. All calculations shall be stamped by a licensed Illinois design professional.

Homeowner's Association (HOA) Approval – Mandatory if you live in a subdivision where their approval is required. Submit their official, dated and signed approval.