

## BUILDING PERMIT

### DECK APPLICATION REQUIREMENT LIST

All application requirements are as per the *Safety Codes Permit Bylaw* and the National Building Code.

All required items must be provided upon application and uploaded to ProjectDox, as per the required naming conventions. Incomplete applications will be returned to the Applicant. This checklist does not need to be submitted as part of your application.

Provide  
the  
following:

### Required Items

- 1. Site Plan (plot plan or RPR), shall include:
  - North Arrow;
  - Property lines, shown and labelled ;
  - Location of buildings in relationship to property line; including front, rear, and side yard setbacks;
  - All easements and right-of-ways shown and labelled;
  - Dimensions of proposed deck(s); and
  - Distance from proposed deck(s) to all property lines.
- 2. Deck Detail Sheet.
- 3. Letter of Authorization from the **property owner(s)** registered on title, including contact information.
- 4. **COVERED DECK ONLY:** Specifications for a permanent foundation and supporting details must be provided.
- 5. **COVERED DECK ONLY:** Details describing how structure is attached to the building, whether building is proposed or existing.

**Additional permits may be required.**

It is the applicant's responsibility to obtain any necessary permits for the purpose of this project.