



Document Submission Checklist – Decks, Attached and Detached

Pursuant to Section G of an application to Construct or Demolish

Applicant's name	Address of Project	Date
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The following is a list of drawings/documents which are required in order to submit an application to obtain a building permit.

	Description	Req'd	Rcv'd	Comments
Required Documentation	Application for a Permit to Construct or Demolish	✓		
	Acknowledgement by Applicant of Incomplete Application	✓		
	Plot Plan (max size 11"x17" paper) or Survey – Scaled with setbacks	✓		
	Detailed Framing Drawings (includes plan view, elevations, pier/footing type and spacing)**	✓		
Other	Schedule 1 Designer Information (signed by Qualified Designer or homeowner)			
	Letter of Authorization (if applicant is not the owner of the property)			
	Health Unit Approval			
	Approval Documents as required (CCMC, BMEC or Minister's Ruling) –Helical Piles, Composite Decking, etc.			
	Helical Piles Commitment Certificate and Owner's Undertaking			
	Pre-Engineered Drawings for Guard System			
	Written Cost Estimate signed by Homeowner			

***2 SETS OF ALL DRAWINGS ARE REQUIRED AT TIME OF PERMIT APPLICATION SUBMISSION. MINIMUM CONSTRUCTION DRAWING SIZE IS 11"X17" PAPER. DRAWINGS ARE REQUIRED TO BE TO SCALE.
 STANDARD DRAWINGS MAY BE AVAILABLE FOR RECTANGULAR DECKS NOT SURROUNDING AN ABOVE GROUND POOL.

Please be advised that additional information may be required following a full review of your application.