

BUILDING PERMIT CHECKLIST FOR A DECK

Please complete and attach this checklist to your permit application.

All boxes shall be "CHECKED" and all required supplementary documents included with your application. Documents must be clear, legible, accurate, printed to scale, and drawn to professional drafting standards.

The forms and documents referenced in this checklist are available at www.rockyview.ca/building.

Applicant's Checklist	For Office Use Only	Required Items
<input type="checkbox"/>	<input checked="" type="checkbox"/>	1) Building Permit Application - (note: estimated value of work includes materials, labour, contractor fees, architect and engineer fees; exclude cost of land)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	2) Certificate of Title - issued from registry within the last 30 days, including copies of caveats and covenants registered on the title by Rocky View County. It is the responsibility of the applicant / owner to ensure the work being carried out does not contravene the requirements of any restrictive covenants, caveats or any other restrictions registered against the property.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	3) Utility Form
<input type="checkbox"/>	<input checked="" type="checkbox"/>	4) Site Plans - two sets (see Resources – Site Plan Information Sheet on website) including: <ul style="list-style-type: none"> a) All Dimensions in metric (preferred scale - 1:200) b) All major and minor water courses c) Front, side and rear yard setback dimensions d) Easements, utility Right of Ways e) Foundation outline of the dwelling, cantilevers, decks and other projections f) Retaining walls - including height from grade
<input type="checkbox"/>	<input checked="" type="checkbox"/>	5) Building Plans - submit 'Deck Detail Sheet' (see Forms – Deck Detail Sheet on website) or three sets of dimensioned construction drawings (preferred scale is imperial 1/4"=1'0" or metric 1:50 and the minimum acceptable scale is 3/16"=1'0"), including: <ul style="list-style-type: none"> a) Height of deck from grade b) Height of railings c) Deck pads/piles, all footings must be 4' below grade and a minimum of: <ul style="list-style-type: none"> i) 24"x24"x8" for uncovered decks or ii) 36"x36"x8" for covered decks iii) Concrete piles without footings and screw piles require a P Eng design d) Framing layout e) Joist size and spacing f) Beam sizes

FOR OFFICE USE ONLY

Checked by SCT _____ Date: _____

Checked by SCO _____ Date: _____

Checked by SCT _____ Date: _____

Checked by SCO _____ Date: _____