

	PERS – Deck Checklist	Planning, Engineering & Regulatory Services
	Deck Checklist	
Deck Checklist		SECTION 1
Building Permit Application form to be completed and submitted. The following information is required prior to submitting the application • Property location, civic address • Applicant name, address, signature, and email address • Property owners name, address, signature, and email address • Brief description of project • Estimated cost of construction Please be advised the application is required to be signed by both the property owner and the applicant prior to this application being accepted by the City of St. John's. Copy of the legal survey or approved site plan to be submitted indicating the following: • Location of deck (location to be outlined on the survey) • Dimensions from the deck to the adjacent property lines are required to be illustrated on the survey Deck form to be entirely completed and submitted If a Pre-Engineered deck design is being used, a copy of the design shall be submitted with the application. • Refer to website link for approved Pre-Engineered Deck Design If the proposed deck design is different from that outlined on the deck form or the Pre-Engineered drawings, a full set of design drawings shall be submitted outlining the following: • Deck dimensions • Post size & spacing • Beam sizes & spans • Deck joist sizes & spans • Deck board size • Stair rise & run • Handrail height • Guard height and baluster spacing If the property is located in a Heritage Area 1 and the deck is visible from a street, an illustration of the deck will be required.		