

Vetting Officer: _____

Date Vetted: _____

Property Address: _____

BUILDING CONSENT INFORMATION CHECKLIST

CONSTRUCTION OF A TIMBER DECK

Application details required before a building consent can be processed by Council staff

- Two (2) full copies of all plans and specifications are required (one (1) for Council files and one (1) will be returned, and also one (1) copy of site plan and floor plans with full dimensions (for valuation purposes). _____
- Vehicle Crossing form completed (regardless of whether or not a vehicle crossing is there). _____
- Site plan showing:
 - All buildings on the site and all boundaries. _____
 - Location and size of the deck (provide dimensions). _____
 - Dimensions from deck to all boundaries. _____
- Dwelling floor plan showing:
 - Deck / access to and from deck. _____
- All deck elevations showing:
 - Ground lines _____
 - Balustrades / barriers / handrails. _____
 - Stairs, steps, ramps. _____
 - Bracing, if applicable. _____
- Cross sections showing: (specify all materials, fixings and provide dimensions)
 - Foundation details. _____
 - Piles / bearers / joists bracing and fixings. _____
 - Decking and fixings. _____
 - Balustrade / barrier / handrails. _____
 - Stairs (dimension treads and risers). _____
 - Ground lines (i.e. ground lines) _____
 - Dwelling / deck junction detail, including weathertight detail at door(s). _____
- Construction details.
 - Specification _____
- Location of drains in the vicinity of the deck. _____

Note: Specific engineering design is required for decks with piles longer than three metres, decks supporting a spa pool or similar water-retaining structure, decks which have a floor load exceeding 3 kpa and decks not founded on good ground.