



Building Consent Application Checklist Construction of a Timber Deck

Application Details Required Before A Building Consent Can Be Processed By Council Staff

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 3kpa and decks not founded on good ground.

- Two (2) full copies of all building plans, specifications and site plans are required.
- Building consent application fully completed and signed.
- Building Code clauses and means of compliance identified.
- Site plan showing:
 - Location and size of the deck (provide dimensions).
 - Dimensions from deck to all boundaries.
- All deck elevations showing:
 - Ground lines.
 - Handrails, if over 1m above ground level
 - Stairs, ramps.
 - Bracing, if greater then 2m in width.
- Cross sections showing: (materials, fixings and dimensions)
 - Piles / bearers / joists bracing and fixing, or concrete foundations
 - Decking and fixings.
 - Handrail details.
 - Stairs (dimension treads and risers).
 - Ground lines.
 - Dwelling / deck junction details.
- Location of drains in the vicinity of the deck.

NB: If the plans or specifications are not complete or drafted to a satisfactory standard, there may be delays in issuing the Building Consent.

For Office Use

Owner's Name: VNZ No:

Receiving Officer: Date:

Action Taken: Returned Accepted for processing