



**The Corporation of the City of North Bay**  
200 McIntyre St. East  
North Bay, ON P1B 8V6

Direct Line: 705-474-0626, ext. 2415  
Email: [building@northbay.ca](mailto:building@northbay.ca)  
Portal: [www.citywideportal.com](http://www.citywideportal.com)

## **DECK PERMIT APPLICATION CHECKLIST**

**Permit Fee: \$190.00**

- ☐ Application for a Permit to Construct or Demolish
- ☐ Schedule 1: Designer Form
- ☐ Owner's Consent Form (Required if Applicant is NOT Owner)
- ☐ Construction Drawings (Refer to Sample Drawings) – Including, but not limited to:
  - Proposed Joist Size & Spacing
  - Proposed Beam Size (Minimum 3 Plies)
  - Proposed Pier & Footing Size
  - Proposed Guards & Stairs
  - Fully Dimensioned
- ☐ Site Plan (Refer to Sample Drawings) – Including, but not limited to:
  - All Property Lines & Associated Dimensions
  - All Structures on Property
  - Proposed Deck & Associated Setbacks to Property Lines
  - If Deck is Covered Include Area of All Structures on the Property
- ☐ DIA Permit From North Bay-Mattawa Conservation Authority (If Required)