

TOWNSHIP OF LIVINGSTON  
OPEN DECK CHECKLIST

PLANS WILL BE REVIEWED ACCORDING TO DATE RECEIVED, NOT  
ACCORDING TO COMPLEXITY OF PROJECT

1. Need a copy of contractors' current Home Improvement card.  
***\*\*Applications will not be accepted with out this information\*\****
2. Need an original, sealed survey plus a copy of the survey with the deck drawn to scale and setbacks to property lines shown. **Must be separate from plans.**
3. Need three (3) sets of construction plans. Show structural changes. In addition to actual plans, if possible, plans on discs would be appreciated for our scanning purposes.
4. Need building application completed. Building sub-code and description of work. Electric & plumbing must be signed and sealed by electrician and plumber if applicable.
5. Need homeowner's plan certification section of application completed- unless plans are drawn by a New Jersey registered architect.
6. Owners name & address on plans. If homeowner is drawing their own plans, then they must also be signed
7. Need footing size, depth and location on foundation floor plan (typical pier is 12 x 12 x 42).
8. Show first floor joist size, spacing and direction on the floor plan.
9. Show finished floor material and thickness.
10. Show girder sizes and spans on floor plan.
11. Guardrail 36" (minimum height) which does not allow passage of an object 4" or more in diameter.
12. Handrails are required on all stairs with 2 risers or more (maximum width 2 5/8" for grasp)

## OPEN DECK CHECKLIST CON'T;

13. Lag bolt ledger board to residence.
14. Must complete Residential Zoning Application and enclose a check for \$120.00 payable to The Township of Livingston.
15. Need to contact Soil Conservation for an application at 973-364-0786(ext. 10) Fran Aguirre with soil disturbance over 3500 sq. ft.

**SURFACE DRAINAGE: ORDINANCE 35-2008 EFFECTIVE 11-23-08;**  
**AVAILABLE ONLINE AT LIVINGSTONNJ.ORG**

**IF CHANGING GRADE OF PROPERTY FOR A DECK / RAISED PATIO A SURFACE DRAINAGE PERMIT MUST FIRST BE OBTAINED AND APPROVED BY THE ENGINEERING DEPT. BEFORE SUBMITTING YOUR APPLICATION TO THE BUILDING DEPT. THE BUILDING DEPT. CANNOT ACCEPT ANY APPLICATIONS WITHOUT THIS PRIOR APPROVAL.**

*Posted on [www.livingstonnj.org](http://www.livingstonnj.org) on 5/13/09*