

Building Division

Residential Deck Structure Application Guide



Description

A building permit for a deck, porch, veranda, or balcony.

General Information

A building permit is required for any deck or porch attached to a building regardless of area or height above grade. A building permit is not required if a deck does not exceed 60 centimeters (approximately 23.6 inches) above grade and is not attached to another structure. All decks, regardless of size and height above grade must comply with all applicable law and all Zoning By-laws.

Required Drawings

Survey or Site Plan

Survey or Site Plan, referenced to a current survey, showing the size and location of all existing structures, the new proposed deck or structure(s) and distances to property lines. Location of septic tank and bed to be shown where applicable. Site plan to include Zoning Matrix which contains but not limited to; zone, lot coverage, setbacks and heights as well as pervious surface percentages for the entire lot and front yard where applicable.

Construction Drawings - Plans

Foundation plan to show location of footings, footing size and spacing, as well as, details for concrete slab(s) where applicable. Deck plan to show all construction material types including decking, size and spacing of deck joists, beams, columns, posts and location of stairs. Plans to be fully dimensioned indicating all spans for joists and beams. Elevations to show every side of the deck, porch, veranda or balcony and should indicate height above average grade.

Sections & Details

Section(s) to show footing depth, deck height above average grade and guard or railing height. Deck connection specifications and details to show how the deck will be attached to the existing structure. Stair and landing construction details including height and depth of stair treads, handrails heights and guard and railing connection specifications. Show headroom above stairs (where applicable).

Note: Drawings prepared by a qualified Designer as defined by the Ontario Building Code, must include designer's name, Building Code Identification Number (BCIN), signature, and statement that the designer has reviewed and takes responsibility for the design and meets the qualifications set out in the Ontario Building Code as a Designer or other/independent Designer

Required Forms

- **Application for a Permit to Construct or Demolish**
- **Zoning Review Declaration**
- **Schedule 1 Designer Information * if required**
- **Letter of Authorization / Owner's Authorization Form * if required**
- **For homes in Unassumed Subdivisions:**
 - Deck Waiver from Developer
 - Lot Grading Certificate
 - Grading Plan Stamped by Developers Engineer

Exemptions - Schedule 1

If drawings are prepared, stamped and signed by a qualified Engineer or Architect, they are exempt from submitting a Schedule 1. Property owners may prepare and submit drawings for a residential deck however must fill-in the form to specify the reason for exemption. Note: concrete slabs that do not meet the requirements of Part 9 will need to be designed in accordance with Part 4.

Required Fees – Residential

Residential attached deck, porch, unheated enclosed porch:

Permit Fee	\$ per By-Law
Municipal Security Deposit - all Municipal roadways will require a deposit prior to permit issuance.	\$500 - \$5000

Additional Requirements/Approvals/ Applicable Law

The Building Code Act prohibits the issuance of a Building permit if the proposed construction or demolition will contravene and applicable law as defined in the Ontario Building Code.

Please verify all approvals that may be necessary prior to submitting your application to construct. The following are examples:

- **Site Plan Development Approval/Agreement** (King Townships Planning Department)
- **Approval or Permit from Lake Simcoe Region Conservation Authority or Toronto Region Conservation Authority**
- **Committee of Adjustments – Minor Variance Approval**

Should you have any questions or require clarification please contact the Building Division, King Township, 2585 King Road, King City, L7B 1A1 (905) 833-5321