

GUIDELINES FOR DECK PERMITS



DO YOU NEED A BUILDING PERMIT?

- It will be more than 600 mm (23 5/8 in) above ground level
- It will be greater than 10 m² (108 ft²) in area
- It will be attached to a building

If you checked any of the boxes, you do require a Building Permit, please refer to the checklist on the next page for required permit application documents.

In case a Building Permit is not required, the property owner is still responsible to ensure that no other By-Laws or Applicable Laws are contravened before commencing any work.

WHY ARE BUILDING PERMITS IMPORTANT?

Building Permits are required to ensure larger structures are erected safely and are appropriate for the space available. There are two main areas of consideration for decks/porches:



ZONING BY-LAW

We'll look at where you plan to place your porch or deck to make sure it adheres to the [City's Zoning By-Law](#).

We'll consider things like:

- Is it appropriate for your neighbourhood?
- Will it create an overcrowding issue?
- Is it consistent with surrounding buildings?



BUILDING CODE

We'll consider if your deck proposal meets the minimum design and building requirements set out in Section 9 of the [Ontario Building Code](#).

We'll consider things like:

- Are the foundation and anchorage systems adequate?
- Is the framing and fastening plan adequate?

DECK PERMIT

REQUIREMENTS CHECKLIST

PERMIT APPLICATION FORMS AND RELATED APPROVALS

- Completed Building Permit Application
- Completed Schedule 1 Form "Designer Information"
- Other Applicable Laws

MUNICIPAL ZONING AND OTHER BY-LAWS

- Planning Department approval: for questions related to setbacks, lot coverage percentages, permitted uses, heritage protection or conservation protection jurisdiction, please contact our Planning Department at 905-835-2900 or planning@portcolborne.ca.

PERMIT FEES

- See Permit Fee By-Law

CONSTRUCTION DRAWINGS

- Legible and scaled, two copies

Site Plan showing:

- Entire property and location of all buildings
- Location of proposed deck (property lines)
- Distance to adjacent buildings
- Size of deck (m²/ft²)
- Septic system

Floor Plan, Section/Details Plan showing:

- Framing and fastening details
- Foundation system details
- Height to above grade surface
- Guardrail and stairs details
- Roofing details (if applicable)

Applicant's Name

Applicant's Signature

Date