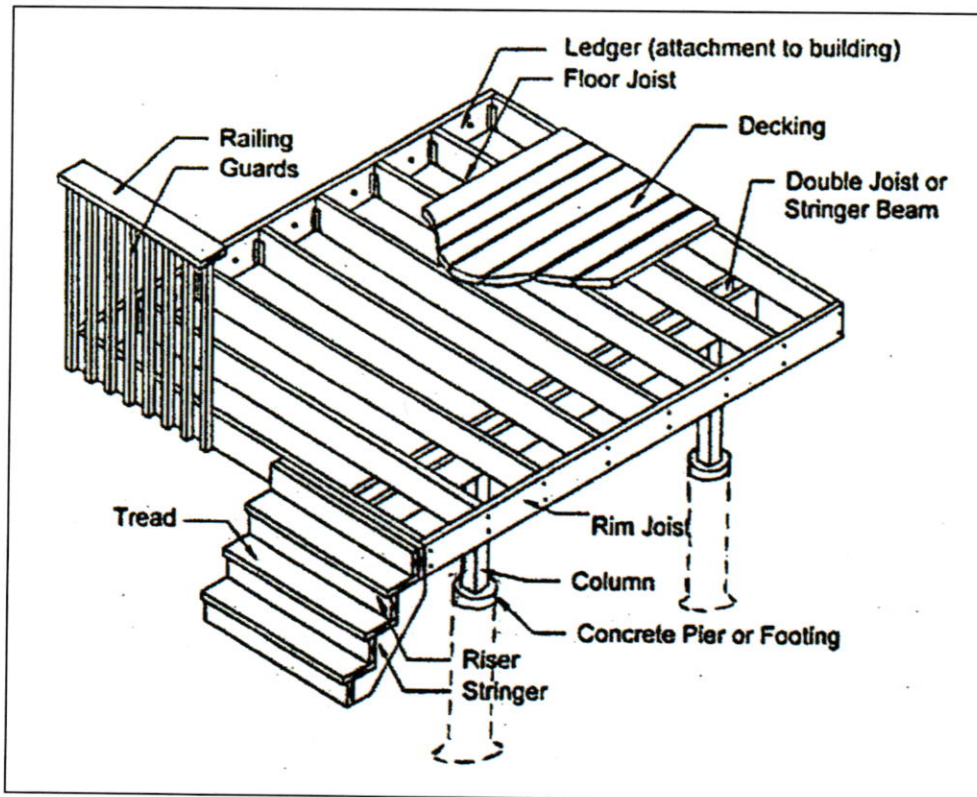




A Natural Attraction

Building Permit Information and Guide for Decks For Detached and Semi-Detached Dwellings



A building permit is your legal authority to build. You must not start construction until the permit has been issued. Work begun without a permit can lead to the work requiring to be uncovered/exposed, costly delays, increased permit fees or legal action.

When is a building permit required for a deck?

- If the deck (new or replacement) is 24" (0.61m) high or greater above finished grade
- If the deck is attached to the house or structure
- If the deck is larger than 108 square feet (10 m²)
- If the deck supports a roof
- A permit is also required for structural renovations to an existing deck

Note: A deck must comply with the Building Code and zoning requirements.
For more information, contact the City of Quinte West Building Department at 613-392-2841.

Documentation Required:

- Completed permit application must be submitted
- Approval from Lower Trent Conservation Authority or Quinte Conservation Authority (if the property is in a regulated area) must be obtained prior to the Building Permit being issued.

Plans Required:

- Two copies of the most recent survey or site plan for the property showing dimensions of all existing buildings and structures, and their setbacks. The proposed deck is to be plotted on the site plan and setback dimensions to all property lines must be shown
- Two copies of construction drawings including structure, elevation, section and details. The attached template drawing and details can be used, providing all dimensions and information are shown on the "Deck Framing Plan"

Building plans can be prepared by the homeowner if they have good working knowledge of house construction and drafting practices. The Ontario Building Code requires that plans prepared by anyone other than the homeowner be done by a designer qualified by the Ministry of Municipal Affairs and Housing.

Fee:

The Building Permit fee is due at the time of permit application. The Building Division staff will advise you of the amount when you apply for the permit.

Time to permit issuance:

Building Services will review completed plans and documentation to help ensure that minimum building standards are met. It is our goal to process and issue the building permit within 10 business days. Please note that missing or incomplete information can delay the time it takes to process and issue the Building Permit.

Inspections:

Two business days' notice **must** be given for required inspections. Have one set of the plans and specifications that were returned to you with the Building Permit on site and available for the Building Inspector.

Call before you dig:

Ontario One Call: 1-800-400-2255