

## Deck Checklist

This check sheet will help you design and plan your project, assist you in providing the Building Department with proper and compliant detailed drawings, as well as provide awareness to commonly overlooked details.

**General:** Deck Size: \_\_\_\_\_ x \_\_\_\_\_ Max Height above Ground: \_\_\_\_\_ inches

\*Railings?      Y            N      \*Attached to House/Structure?   Y            N

\* If yes -detailed railing plan required

\* If yes - Flashing required, and,

\* Railing required if over 24" from ground

- Deck foundation to be considered regarding frost action

**Footings:** Type: \_\_\_\_\_ Depth (if applicable): \_\_\_\_\_

w Bigfoot/Flared bottom?   Y            N

**Beam:** # of Ply: \_\_\_\_\_ Lumber size: \_\_\_\_\_

Max Span between piers: \_\_\_\_\_

Deck designed to not incorporate beam   Y            N

**Joists:** \* Lumber Size: \_\_\_\_\_ x \_\_\_\_\_ Wood Type: \_\_\_\_\_

\* Joists to be 2x8 minimum as per OBC SB-7

Spacing: \_\_\_\_\_" o/c      Max Span: \_\_\_\_\_

**Planking:** Lumber size: \_\_\_\_\_ Wood Type: \_\_\_\_\_

**Stairs:**      Y            N      **If Yes:** # of risers/steps: \_\_\_\_\_ Handrail?   Y            N

Spacing of Stringers: \_\_\_\_\_

**Joist Hangers or Mechanical Fasteners to be used?**      Y            N

(all Joist hangers and other metal fastening plates require joist hanger nails/approved fastener as per manufacturer)

**Railings:** Size of Post: \_\_\_\_\_ x \_\_\_\_\_ Spacing of Posts: \_\_\_\_\_

Wood Type: \_\_\_\_\_ Railing Height: \_\_\_\_\_

Size of pickets/spindles: \_\_\_\_\_ Spacing: \_\_\_\_\_ o/c

Max 4 inch spacing re: all openings in guards

**ALL FASTENERS IN CONTACT WITH PRESSURE TREATED WOOD ARE  
REQUIRED TO BE ACQ APPROVED/COMPATIBLE**

# APPLICATION FOR A PERMIT TO CONSTRUCT OR DEMOLISH

## FOR USE BY PRINCIPAL AUTHORITY

Application Number	Permit Number (if different)
Date Received	Roll Number

Application submitted to: (insert name of municipality, upper-tier municipality, board of health or conservation authority)

### A PROJECT INFORMATION

Building Number, Street Name	Unit Number	Lot/Concession Number
Postal Code	Plan Number/Other Description	
Project Value Estimate \$	Area of Work (m <sup>2</sup> )	

### B APPLICANT INFORMATION

Include full contact details and mailing address

Applicant is:  owner or  authorized agent of owner

Last Name	First Name	Corporation or Partnership	
Street Address	Unit Number	Lot/Concession Number	
Municipality	Province	Postal Code	E-mail
Telephone Number ( )	Fax Number ( )	Cell Number ( )	

### C OWNER INFORMATION (if different from applicant)

Include full contact details and mailing address

Last Name	First Name	Corporation or Partnership	
Street Address	Unit Number	Lot/Concession Number	
Municipality	Province	Postal Code	E-mail
Telephone Number ( )	Fax Number ( )	Cell Number ( )	

### D BUILDER INFORMATION (optional)

Include full contact details and mailing address

Last Name	First Name	Corporation or Partnership	
Street Address	Unit Number	Lot/Concession Number	
Municipality	Province	Postal Code	E-mail
Telephone Number ( )	Fax Number ( )	Cell Number ( )	

**E PURPOSE OF APPLICATION**

- New Construction     
  Addition to an existing building     
  Alteration / Repair     
  Demolition     
  Conditional permit

Proposed use of building:

Current use of building

Description of proposed work:

**F TARION WARRANTY CORPORATION (Ontario New Home Warranty Program)**

- i. Is proposed construction for a home as defined in the *Ontario New Home Warranties Plan Act*?  Yes  No  
 If "NO", go to Section G
- ii. Is registration of the applicant for the permit required under the *Ontario New Home Warranties Plan Act*?  Yes  No
- iii. If yes, provide the Registration Number under ONHWP Act: \_\_\_\_\_

**G ATTACHMENTS**

- i. Attach documents establishing compliance with applicable law as set out in Div. A, Part 1, Article 1.4.1.3.
- ii. Attach Schedule 1 for each individual who reviews and takes responsibility for design activities.
- iii. Attach Schedule 2 where application is to construct on-site, install or repair a sewage system.
- iv. Attach types and quantities of plans and specifications of the proposed construction or demolition that are prescribed by the by-law, resolution, or regulation of the municipality, upper-tier municipality, board of health or conservation authority to which this application is made.\*

*\*Use of MW Forms S300-3 to S300-7 for additional plans and specifications may be required by the Principal Authority if prescribed by a new resolution or regulation.*

**H DECLARATION OF APPLICANT**

I \_\_\_\_\_ (print name) \_\_\_\_\_ certify that:

1. The information contained in this application, attached schedules, attached plans and specifications, and other attached documentation is true to the best of my knowledge.
2. I have authority to bind the corporation or partnership (if applicable).

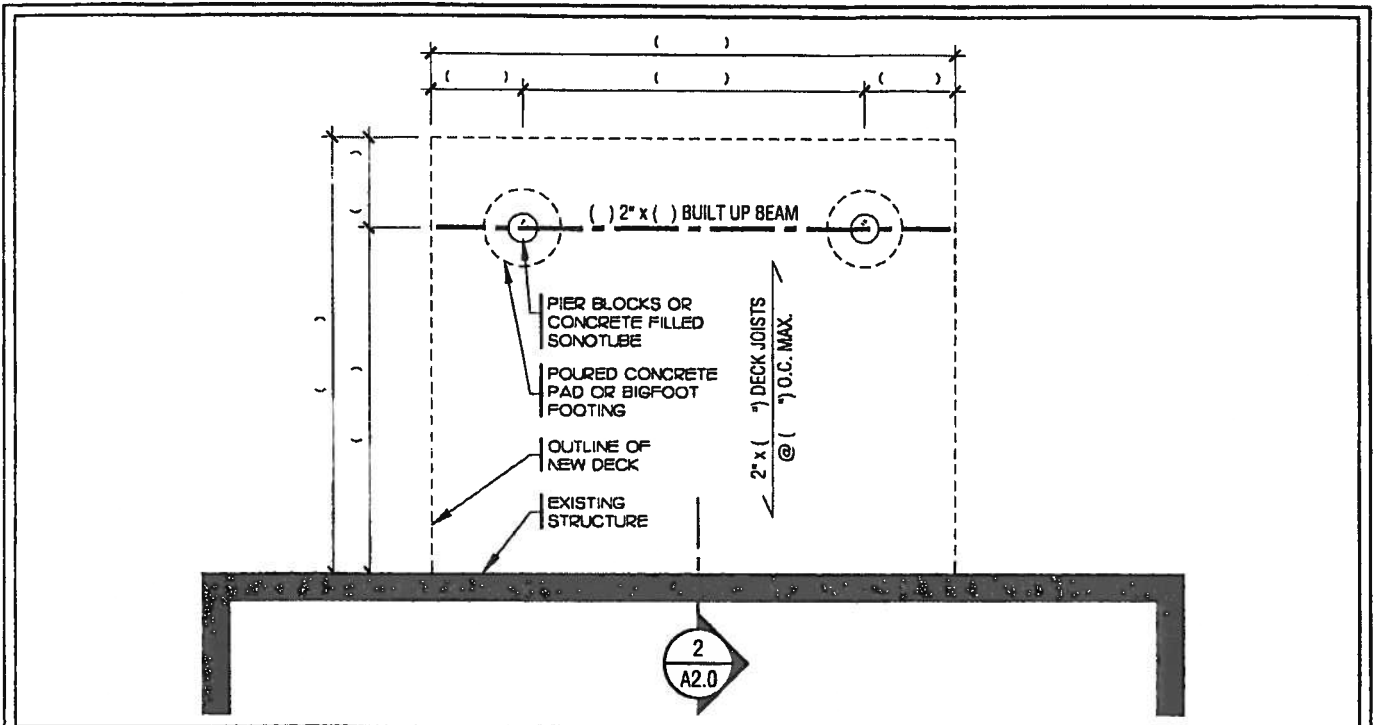
\_\_\_\_\_ (date)

\_\_\_\_\_ (signature of applicant)

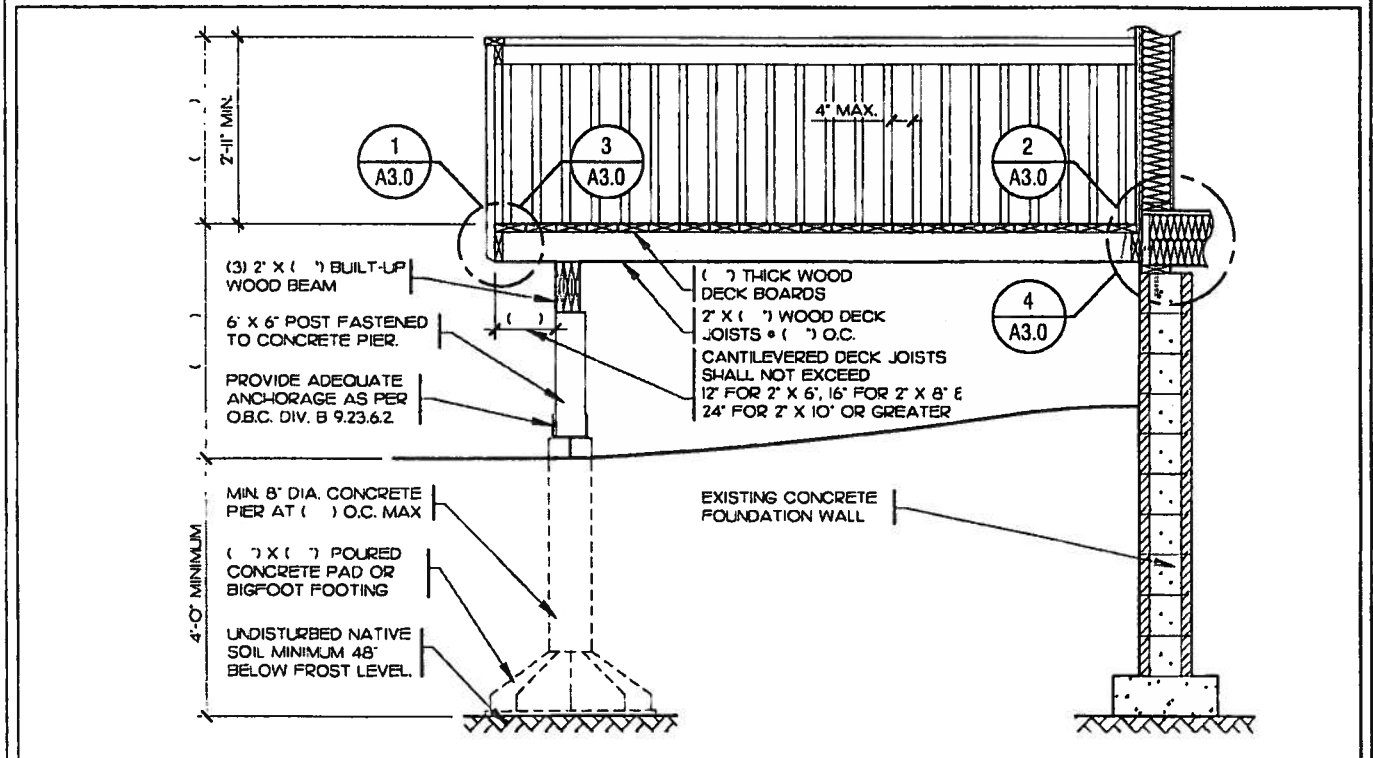
Personal information contained in this form and schedules is collected under the authority of subsection 8 (1.1) of the *Building Code Act, 1992*, and will be used in the administration and enforcement of the *Building Code Act, 1992*. Questions about the collection of personal information may be addressed to: (a) the chief building official of the municipality or upper-tier municipality to which this application is being made; or (b) the inspector having the powers and duties of a chief building official in relation to sewage systems or plumbing for an upper-tier municipality, board of health or conservation authority to whom this application is made; or (c) Director, Building and Development Branch, Ministry of Municipal Affairs and Housing, 777 Bay St., 2nd Floor, Toronto ON M5G 2E5 416-585-6666.

**FOR USE BY PRINCIPAL AUTHORITY – THIS IS NOT A PERMIT AND DOES NOT CONSTITUTE PART OF THIS APPLICATION**

Plans checked - Building By-law .....	Occupancy .....
Use and Occupancy .....	Classification .....
- Zoning .....	Permit Fee \$ .....
Development Charges \$ .....	Permit Receipt Number .....
Pursuant to By-law Number .....	Date .....
Date .....	Permit Issued by .....
Receipt Number .....	



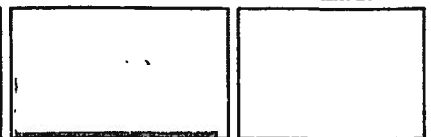
**1** FOUNDATION PLAN  
 A2.0 SCALE 1/4" = 1'-0"

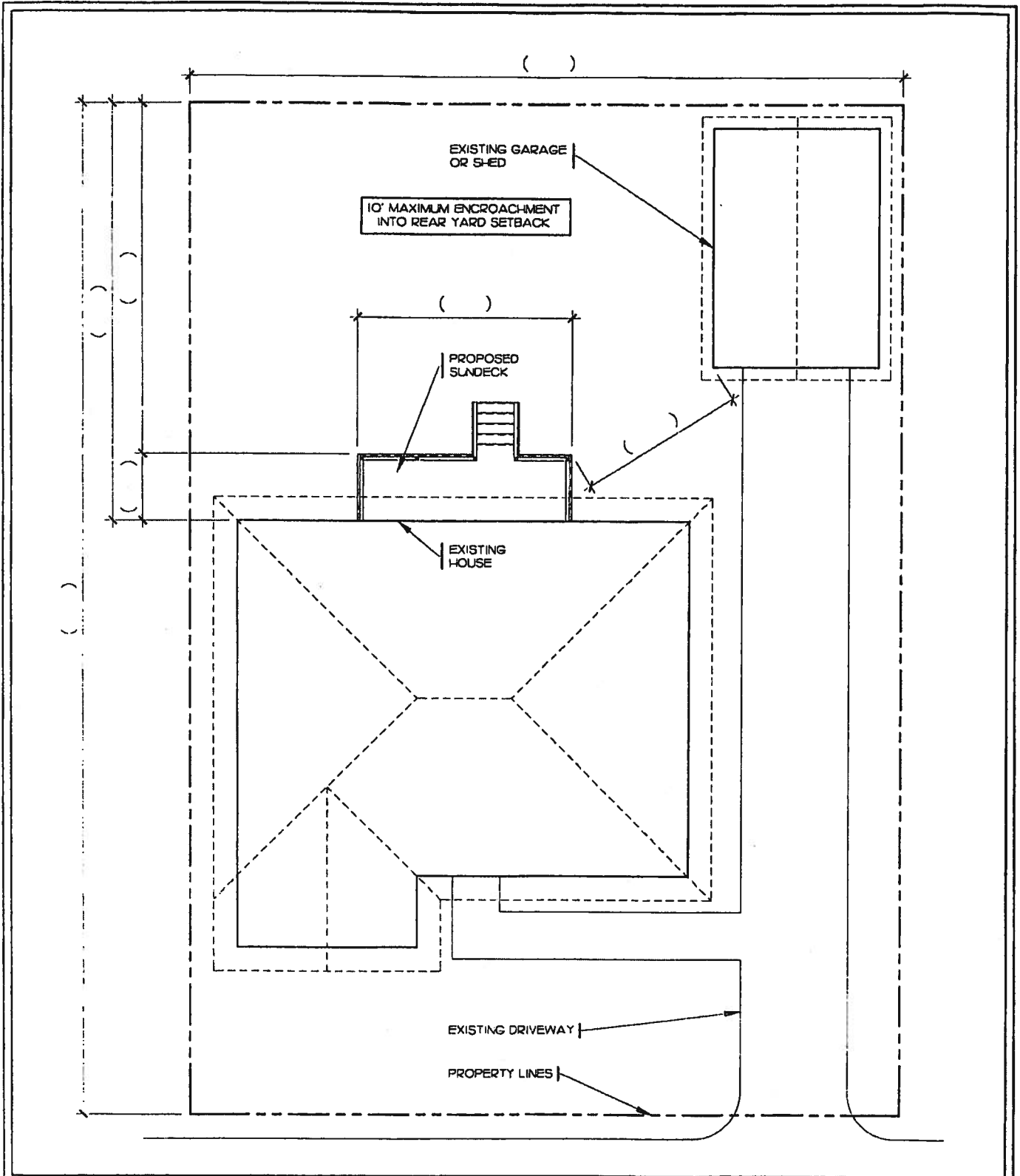


CROSS SECTION

**SAMPLE DRAWINGS  
 FOR A SUNDECK**

THIS SAMPLE IS INTENDED TO ASSIST THE APPLICANT IN  
 PREPARING THEIR PLAN OF PROPOSED CONSTRUCTION

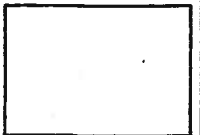
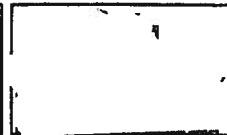




SITE PLAN

**SAMPLE SITE PLAN  
FOR A SUNDECK**

THIS SAMPLE IS INTENDED TO ASSIST THE APPLICANT IN  
PREPARING THEIR PLAN OF PROPOSED CONSTRUCTION



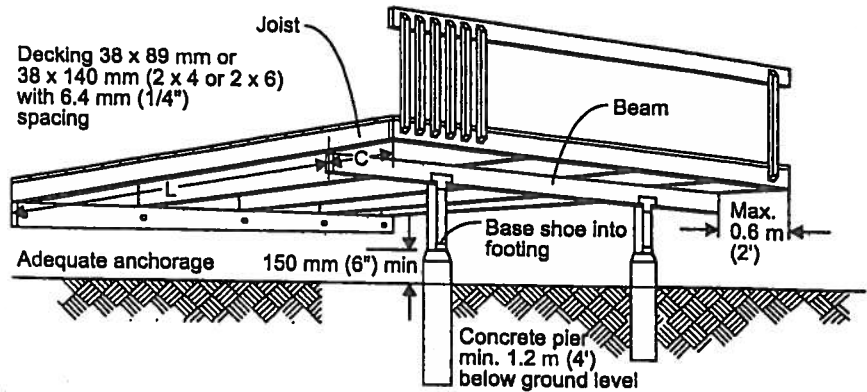
## Decks

Decks are a common outdoor extension of the main dwelling. As such, decks must be designed and constructed to safely support imposed loads. All general requirements for wood frame construction also apply to wooden decks, however, the Housing Code does not address decks specifically.

Decks attached to dwellings must be designed to withstand movement or to prevent damage to the dwelling should movement occur. Stairs, railings, and guards must comply with applicable Code requirements. Consideration should also be given to the durability of the deck materials, finishes, nails and other fasteners when exposed to the weather.

Some suggested guidelines for wooden decks are presented below showing commonly acceptable practices. It is recommended to include construction details of decks in drawings submitted for building permits especially where they are attached to the main dwelling.

Refer to Supplementary Guideline 7 for specific requirements for the construction of guards.



Pier size [mm (in)]				
Pier spacing L/2 + C	1.2 m (4')	1.8 m (6')	2.4 m (8')	3 m (10')
1.2 m (4')	200 (8)	250 (10)	250 (10)	305 (12)
1.8 m (6')	250 (10)	305 (12)	305 (12)	355 (14)
2.4 m (8')	250 (10)	305 (12)	355 (14)	-
3 m (10')	305 (12)	355 (14)	-	-

Beam size [mm (in)]					
Joint size @400 mm (16") o.c.	Pier spacing	1.2 m (4')	1.8 m (6')	2.4 m (8')	3 m (10')
	38 x 140 mm (2 x 6)	2-[38 x 140 (2 x 6)]	2-[38 x 140 (2 x 6)]	2-[38 x 140 (2 x 6)]	2-[38 x 190 (2 x 8)]
	38 x 190 mm (2 x 8)	2-[38 x 140 (2 x 6)]	2-[38 x 140 (2 x 6)]	2-[38 x 190 (2 x 8)]	2-[38 x 190 (2 x 8)]
	38 x 240 mm (2 x 10)	2-[38 x 140 (2 x 6)]	2-[38 x 190 (2 x 8)]	2-[38 x 240 (2 x 10)]	2-[38 x 305 (2 x 12)]
	38 x 305 mm (2 x 12)	2-[38 x 140 (2 x 6)]	2-[38 x 240 (2 x 10)]	2-[38 x 305 (2 x 12)]	-

Note: Joist size and spacing limits the allowable span, L, in the figure above.