WHEN DO I NEED A DECK PERMIT?

1) A building permit is **NOT** required in the following instances:
   
i. The proposed deck is less than 24” above finished ground level;
   
ii. Installing a guard(s) on a deck that is less than 24” above finished ground level;
   
iii. The extension or alteration of a deck that is less than 24” above finished ground level; or
   
iv. The replacement of only the deck boards on any deck structure.

2) A building permit **IS** required in the following instances:
   
a) The proposed deck is 24” or greater above finished grade **AND** is 10m² (107ft²) or greater in size;
   
b) The replacement of existing guards on a deck described in a) above;
   
c) The replacement, extension or structural alteration of the deck described in a) above;
   
d) The proposed deck supports or will support roof loading regardless of size; or
   
e) A change of use to that other than residential purposes.
Design Requirements

1. A homeowner designing a deck that requires a building permit is exempt from the designer qualifications (BCIN not required) and may design their own deck provided sufficient information has been provided in accordance with Building Permits By-law 2011-45. The homeowner (or authorized agent) shall provide a complete application including form “Schedule 1” for the proposed deck.

2. A qualified designer with a BCIN is required where a non-homeowner is designing the residential deck.

3. A residential deck greater than 24” above grade and supporting a hot tub shall be reviewed for structural adequacy by a qualified person.

In all instances whether a building permit is required or not; conformity with the applicable Zoning By-law is required.

Definitions

Building: “means a structure occupying an area greater than ten square metres (107ft²) consisting of a wall, roof and floor or any combination of them or a structural system serving the function thereof including all plumbing, works, fixtures and service systems appurtenant thereto.” [Refer to BCA 1.(1)].


PLEASE CONTACT BUILDING SERVICES DIVISION FOR INFORMATION AND CLARIFICATION OF PERMIT REQUIREMENTS.

Website

ALSO, PLEASE VISIT THE TOWN WEBSITE’S BUILDING PERMITS PAGE FOR APPLICATION INFORMATION AND DOWNLOADS

Residential Building Permits