

**These are general guidelines only and more information may be required on a case by case basis**

### When is a building permit required for a deck?

- If the deck is **not attached** to a dwelling and is larger than 10 m<sup>2</sup> or 108 ft<sup>2</sup>
- All decks attached to a dwelling or structure
- If structural renovations will be made to an existing deck

Note: A permit is not required for decks less than 24" (2 feet) from grade

### Required Documents for Building Permit Application

- Fully completed application form, including required schedules
- Comprehensive site plan
- **2 sets** of construction drawings\*\* produced to a recognizable standard scale, **1 set** of which is required to be an **electronic copy** (PDF only)
- Owner Authorization form, if applicant is not property owner

\*\* If hand drawn, plans cannot be submitted on paper greater than 11"x17"

### Site Plan Requirements

A comprehensive site plan or copy of the property survey showing:

- a. Proposed site of new construction, including all existing structures
- b. Distance from proposed structure to lot lines
- c. Location well and septic system and measurements to proposed construction

### Construction Drawings Requirements

Please note, depending on the nature of the proposed construction and other variables, plans may be required to have a designer stamp, BCIN, Architect and/or Engineer (as applicable).

The construction drawings must show:

- a. **Plan view including:**
  - i. Footing detail (Helical Piles must be stamped by a professional engineer)
  - ii. Joist/beam sizing, spans and direction
  - iii. Stairs and landings
  - iv. Connection to existing structure (if attached)
  - v. Roof construction (truss layout and direction **(if deck/porch is covered)**)
- b. **Elevation views** (front and side)
  - i. Height of deck and guard above grade to be noted
- c. **Sections**
  - i. Cross Section
  - ii. Wall sections (as needed)

See attached sample drawings for further details

### **Guards/Railings (for decks 24” or higher)**

The Ontario Building Code permits the installation of wood guards/railings. Should you plan on installing anything other than a wood guard/railing, please submit a copy of the Pre-Engineered guard/railing details with your building permit application. Typically you can receive this package of details from the supplier.

**NOTE:** Hollow plastic or vinyl guards or railings are not permitted

### **Approved Decking Materials (for decks 24” or higher)**

Any CCMC approved material is acceptable.

### **Timeline for Applications**

Once a **complete** building permit application is submitted, the permit will be reviewed within 10 business days.

### **Where to apply for a building permit?**

Bring your complete building permit application to the Guelph-Eramosa Township office located at 8348 Wellington Road 124, Monday – Friday, 8.30am – 4.30pm.

### **Cost of building permit**

Please see Schedule “A” of By-Law 13/2018 for applicable building permit fees. These fees cover all plans review, building permit, and resulting inspections. Note: All fees and charges listed herein are payable upon collection of the Building Permit.

### **Questions?**

Contact the Building Department Administrative Assistant for assistance:

Jenni Spies

Phone: 519.856.9596 X 114      Email: [jspies@get.on.ca](mailto:jspies@get.on.ca)

### **Zoning**

All structures must meet the requirements for the zone in which it is located. If you are unsure of the zoning on your property, please call the Planning Department 519.856.9596 X 112

### **Grand River Conservation Authority**

#### **Applicable only if your proposed deck/porch is covered**

Is your property under the GRCA’s regulated area? Property owners are encouraged to check their property at [www.grandriver.ca](http://www.grandriver.ca) before applying for a building permit; additional permission from the GRCA may be required for you proposed construction.

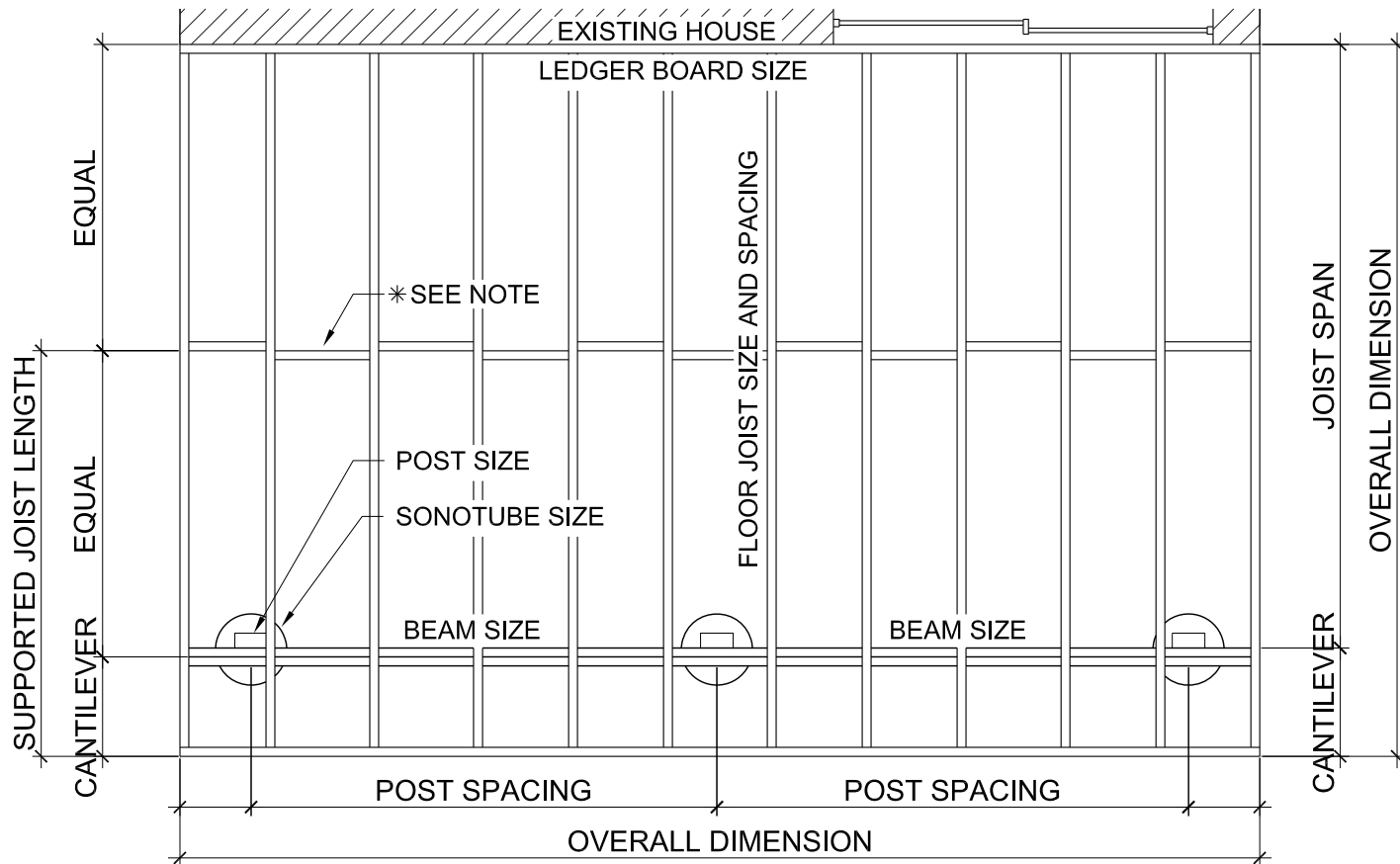
### **CALL BEFORE YOU DIG – IT’S THE LAW!**

Planting a tree, building a deck or a fence? Contact ON1Call first to get a locate so you can dig safely. Remember, you are liable for any damage or injury caused by interfering with buried infrastructure. Request your free locate online or call 1-800-400-2255, open 24 hours a day, 7 days a week!

**Township of Guelph Eramosa**

8348 Wellington Road 124 • Box 700 • Rockwood, ON • N0B 2K0

Phone: (519) 856-9596 • Fax: (519) 856-2240



**Deck  
Details**

**Deck Layout**

\*\*All decking is to be 5/4 x 6 wood material or approved equal

**Deck Layout  
and Span  
Tables**

SCALE:  
NOT TO SCALE

DRAWING NO.:

**1 OF 3**

<b>Maximum 2-Ply Beam Length</b>			
Supported Joist Length	2 x 8	2 x 10	2 x 12
4'-0"	11'-7"	14'-10"	17'-4"
6'-0"	9'-10"	12'-1"	14'-0"
8'-0"	8'-7"	10'-6"	12'-3"
10'-0"	7'-8"	9'-4"	10'-8"
<b>Maximum 3-Ply Beam Length</b>			
8'-0"	10'-8"	13'-0"	15'-1"
10'-0"	9'-6"	11'-8"	13'-6"

<b>Maximum Floor Joist Length</b>		
Joist Size	Max. Span	Max. Cantilever
2x8 @ 12" O.C.	12'-6"	20"
2x8 @ 16" O.C.	11'-9"	16"
2x8 @ 24" O.C.	11'-0"	14"
2x10 @ 12" O.C.	14'-6"	28"
2x10 @ 16" O.C.	13'-8"	24"
2x10 @ 24" O.C.	12'-10"	20"
2x12 @ 12" O.C.	16'-5"	28"
2x12 @ 16" O.C.	15'-6"	24"
2x12 @ 24" O.C.	14'-6"	20"

\* Install solid blocking when floor joist span exceeds 6'-10". Blocking required to be of the same material and size as the floor joist and located not more than 6'-10" from each support and other rows of blocking.

**Deck Details**

**Guard, Post, Beam, Footing and Ledger Board**

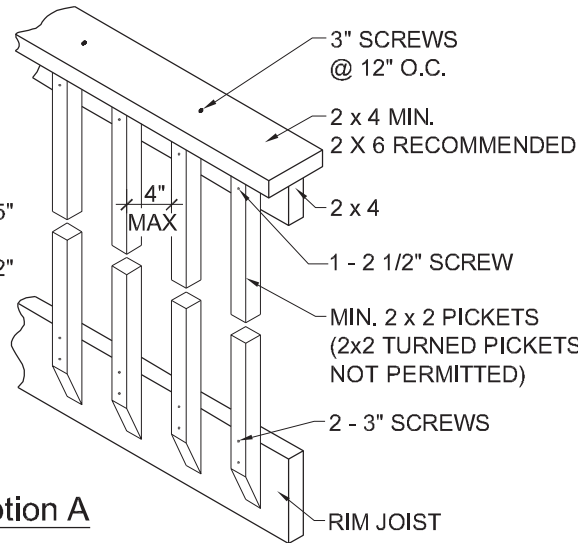
DATE:  
JANUARY 2013

SCALE:  
NOT TO SCALE

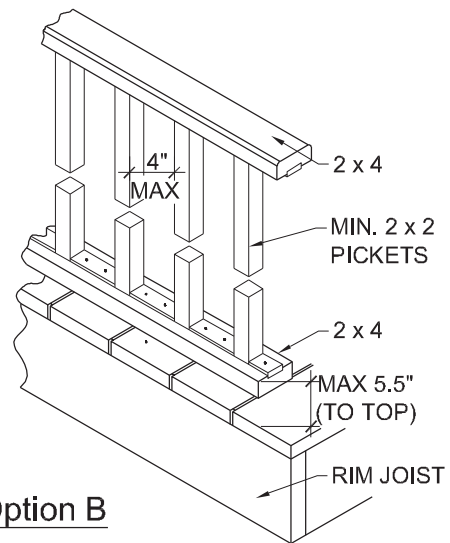
DRAWING NO.:

**2 OF 3**

MIN. GUARD HEIGHT WITH DECKS:  
- 5'-11" OR LESS ABOVE GROUND = 35"  
- MORE THAN 5'-11" ABOVE GROUND = 42"



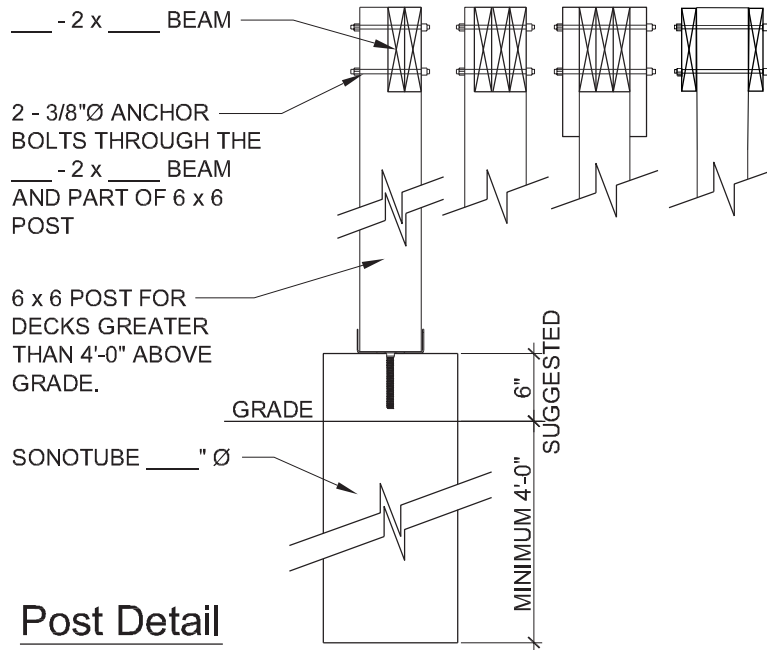
**Option A**



**Option B**

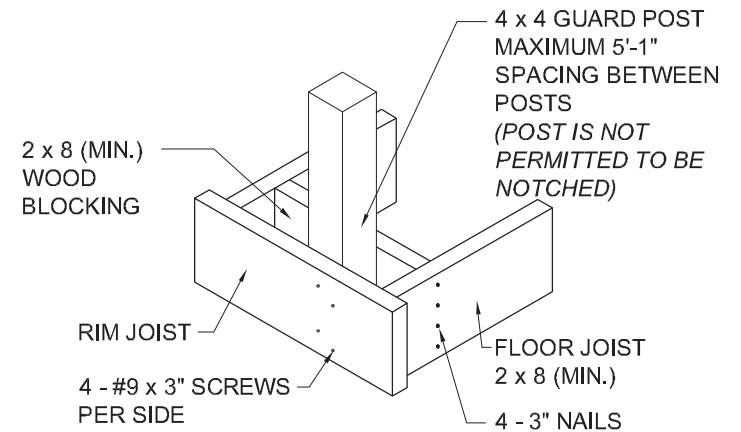
NOTE: ANYTHING OTHER THAN A WOOD GUARD/RAILING, PLEASE SUBMIT A COPY OF THE PRE-ENGINEERED GAURD/RAILING DETAILS WITH YOUR BUILDING APPLICATION.

**Guard Details**

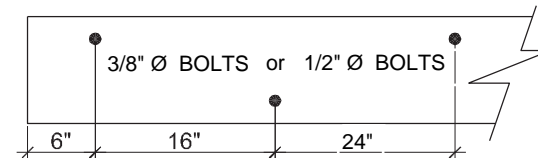


**Post Detail**

\*\*SOLID BLOCKING REQUIRED FOR BEAMS @ 18" O.C.  
\*\*ADDITIONAL LATERAL BRACING MAY BE REQUIRED. CONFIRM WITH BUILDING INSPECTOR @ FRAMING INSPECTION.



**Guard Post Detail**



MINIMUM 3/8" Ø ANCHOR BOLTS @ 16" CENTERS OR MINIMUM 1/2" Ø ANCHOR BOLTS @ 24" CENTERS. ANCHOR BOLTS ARE TO BE STAGGARD AND MUST BE INTO WOOD FRAMING OR FOUNDATION WALL. DO NOT SECURE INTO BRICK VENEER ALONE.

**Ledger Board Detail**

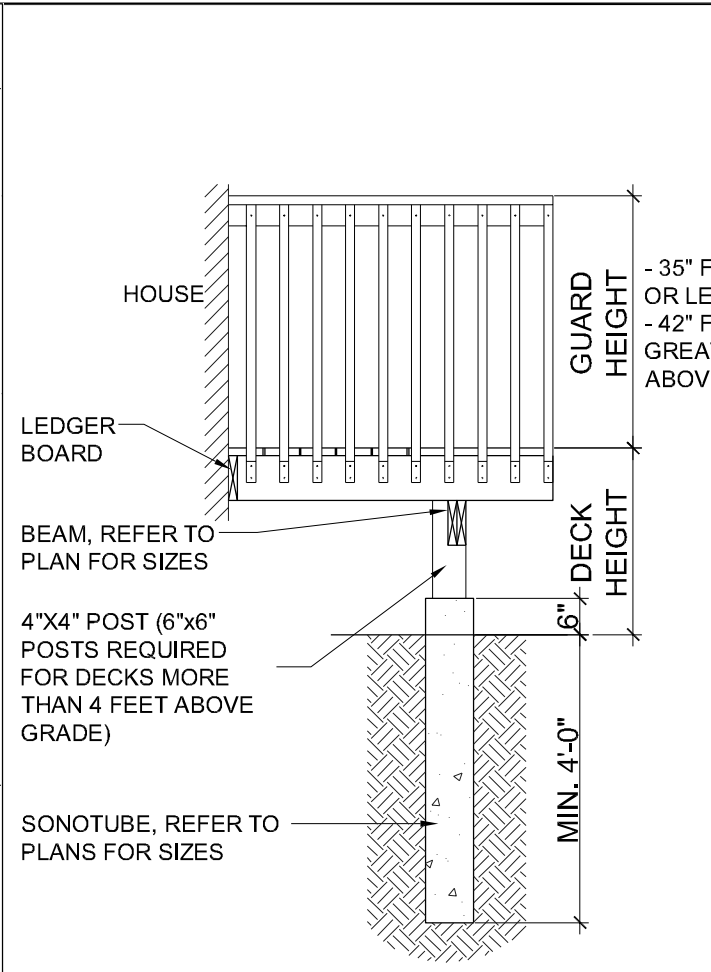
**Deck Details**

**Deck Elevations and Details**

DATE:  
JANUARY 2013

SCALE:  
NOT TO SCALE

DRAWING NO.:  
**3 OF 3**

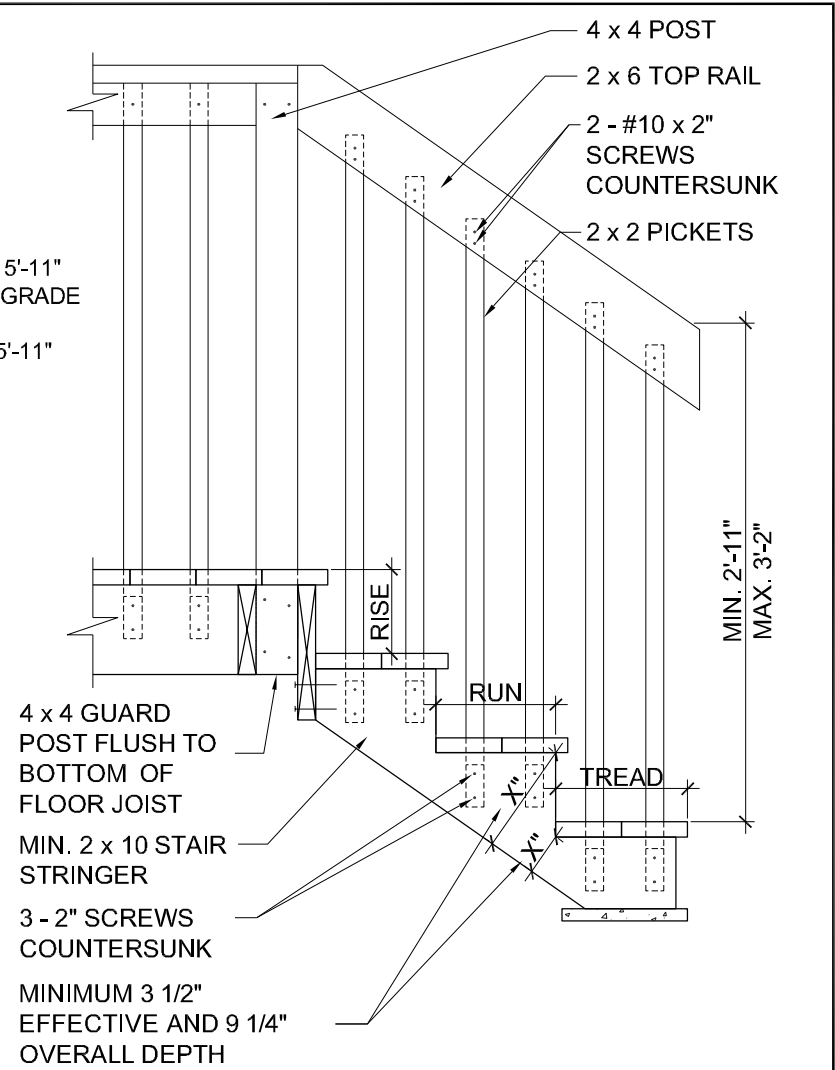


**Deck Elevation**

**Sonotube Sizes**

Diameter	*Weight
8"Ø	1047 lbs
10"Ø	1635 lbs
12"Ø	2355 lbs
14"Ø	3207 lbs
16"Ø	4189 lbs

\*Weight = (supported joist length each side of post x half beam length each side of post) x 40 lbs/SF



**Stair Detail**

Stair Dimensions		
Type	Max.	Min.
Rise	7 7/8"	4 7/8"
Run	14"	8 1/4"
Tread	14"	9 1/4"

\*Risers shall have a uniform height in any one flight of stairs.  
\*Treads shall have a uniform run and tread depth in any one flight of stairs.

\*\*max 1" nosing\*\*