

Deck / Porch

This Permit Package Includes:

- 1. Application for a Permit to Construct or Demolish, Construction Details & Site / Sketch Plan (pg 2-6)**
Pages 2-6 MUST be completed in FULL & returned to the Township with applicable building plans
*failure to complete in full may result in delay of permit assessment / issuance
- 2. Deck / Porch Guide (pg 7-12)**
- 3. Schedule A - Class of Permits & Permit Fees (pg 13)**

Do Not Commence any
Construction, excavation, installation prior to receiving your permit.

Application for a Permit to Construct or Demolish

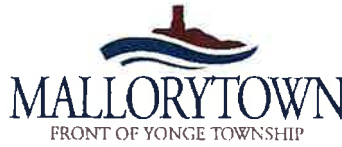
This form is authorized under subsection 8(1.1) of the *Building Code Act, 1992*

For use by Principal Authority			
Application number:	Permit number (if different):		
Date received:	Roll number:		
Application submitted to: _____ (Name of municipality, upper-tier municipality, board of health or conservation authority)			
A. Project information			
Building number, street name		Unit number	Lot/con.
Municipality	Postal code	Plan number/other description	
Project value est. \$		Area of work (m ²)	
B. Purpose of application			
<input type="checkbox"/> New construction <input type="checkbox"/> Addition to an existing building <input type="checkbox"/> Alteration/repair <input type="checkbox"/> Demolition <input type="checkbox"/> Conditional Permit			
Proposed use of building		Current use of building	
Description of proposed work			
C. Applicant			
Applicant is: <input type="checkbox"/> Owner or <input type="checkbox"/> Authorized agent of owner			
Last name	First name	Corporation or partnership	
Street address		Unit number	Lot/con.
Municipality	Postal code	Province	E-mail
Telephone number	Fax		Cell number
D. Owner (if different from applicant)			
Last name	First name	Corporation or partnership	
Street address		Unit number	Lot/con.
Municipality	Postal code	Province	E-mail
Telephone number	Fax		Cell number

E. Builder (optional)				
Last name		First name	Corporation or partnership (if applicable)	
Street address			Unit number	Lot/con.
Municipality		Postal code	Province	E-mail
Telephone number		Fax		Cell number
F. Tarion Warranty Corporation (Ontario New Home Warranty Program)				
i. Is proposed construction for a new home as defined in the <i>Ontario New Home Warranties Plan Act</i> ? If no, go to section G.			<input type="checkbox"/> Yes	<input type="checkbox"/> No
ii. Is registration required under the <i>Ontario New Home Warranties Plan Act</i> ?			<input type="checkbox"/> Yes	<input type="checkbox"/> No
iii. If yes to (ii) provide registration number(s): _____				
G. Required Schedules				
i) Attach Schedule 1 for each individual who reviews and takes responsibility for design activities.				
ii) Attach Schedule 2 where application is to construct on-site, install or repair a sewage system.				
H. Completeness and compliance with applicable law				
i) This application meets all the requirements of clauses 1.3.1.3 (5) (a) to (d) of Division C of the Building Code (the application is made in the correct form and by the owner or authorized agent, all applicable fields have been completed on the application and required schedules, and all required schedules are submitted). Payment has been made of all fees that are required, under the applicable by-law, resolution or regulation made under clause 7(1)(c) of the <i>Building Code Act, 1992</i> , to be paid when the application is made.			<input type="checkbox"/> Yes	<input type="checkbox"/> No
ii) This application is accompanied by the plans and specifications prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the <i>Building Code Act, 1992</i> .			<input type="checkbox"/> Yes	<input type="checkbox"/> No
iii) This application is accompanied by the information and documents prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the <i>Building Code Act, 1992</i> which enable the chief building official to determine whether the proposed building, construction or demolition will contravene any applicable law.			<input type="checkbox"/> Yes	<input type="checkbox"/> No
iv) The proposed building, construction or demolition will not contravene any applicable law.			<input type="checkbox"/> Yes	<input type="checkbox"/> No
I. Declaration of applicant				
I _____ declare that:				
(print name)				
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. If the owner is a corporation or partnership, I have the authority to bind the corporation or partnership.				
_____		_____		
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, M5G 2E5 (416) 585-6666.

Township Office
1514 County Road 2
Mallorytown, ON K0E 1R0



Ph: (613) 923-2251
Fax: (613) 923-2421
Email: admin@frontofyonge.com

Permit No _____

Assessment Roll No _____

Construction Details

1. Construction Type

- Open Roofed Enclosed
 Other (specify) _____
 Attached to Structure/Building Detached

2. Soil Type- Rock Clay Loam

Other _____

— Are special foundations required? Y N

3. Foundation — Posts (minimum 6x6 pressure treated required) _____

4. Type: Poured Block Other (specify) _____

5. Guards (railings) — Details _____ (see Page 11 of this package)

* Sufficient information shall be submitted with each application to enable the Chief Building Official to determine if the proposed work will conform with the Building Code Act, regulations thereunder & any other applicable law.

Site Sketch/Plan

1. Lot Dimensions: Lot Area _____ acres ±; Lot Dimensions _____ ft. x _____ ft. ±

-Are Surveys Stakes Visible? Y N

- Is this a Corner Lot? Y N

2. Setbacks from Proposed Structure to Lot Lines (View from Road):

Left Side Yard: _____ ft.

Right Side Yard: _____ ft.

Front Yard: _____ ft.

Rear Yard: _____ ft.

3. Dimensions of: - Proposed Deck/Porch:

Width: _____

Length: _____

Height: _____

Area Sq. Ft.: _____

Distances to: septic (tank and tile bed) Note: New construction to be a minimum of 5 ft. from septic tank

well and 17 ft. from tile bed. New construction not to be within mantle area.

****Please Include all of the above on the Site Sketch***

To Be Completed in Full - Incomplete application forms will result in delay of processing

* Sufficient information shall be submitted with each application to enable the Chief Building Official to determine if the proposed work will conform with the Building Code Act, regulations thereunder & any other applicable law.

Schedule 1: Designer Information

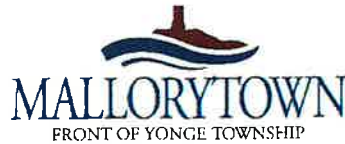
Use one form for each individual who reviews and takes responsibility for design activities with respect to the project.

A. Project Information			
Building number, street name		Unit no.	Lot/con.
Municipality	Postal code	Plan number/ other description	
B. Individual who reviews and takes responsibility for design activities			
Name		Firm	
Street address		Unit no.	Lot/con.
Municipality	Postal code	Province	E-mail
Telephone number	Fax number		Cell number
C. Design activities undertaken by individual identified in Section B. [Building Code Table 3.5.2.1. of Division C]			
<input type="checkbox"/> House	<input type="checkbox"/> HVAC – House	<input type="checkbox"/> Building Structural	
<input type="checkbox"/> Small Buildings	<input type="checkbox"/> Building Services	<input type="checkbox"/> Plumbing – House	
<input type="checkbox"/> Large Buildings	<input type="checkbox"/> Detection, Lighting and Power	<input type="checkbox"/> Plumbing – All Buildings	
<input type="checkbox"/> Complex Buildings	<input type="checkbox"/> Fire Protection	<input type="checkbox"/> On-site Sewage Systems	
Description of designer's work			
D. Declaration of Designer			
<p>I _____ declare that (choose one as appropriate):</p> <p style="text-align: center;">(print name)</p> <p>I review and take responsibility for the design work on behalf of a firm registered under subsection 3.2.4. of Division C, of the Building Code. I am qualified, and the firm is registered, in the appropriate classes/categories.</p> <p>Individual BCIN: _____</p> <p>Firm BCIN: _____</p> <p>I review and take responsibility for the design and am qualified in the appropriate category as an "other designer" under subsection 3.2.5. of Division C, of the Building Code.</p> <p>Individual BCIN: _____</p> <p>Basis for exemption from registration: _____</p> <p>The design work is exempt from the registration and qualification requirements of the Building Code.</p> <p>Basis for exemption from registration and qualification: _____</p> <p>I certify that:</p> <ol style="list-style-type: none"> 1. The information contained in this schedule is true to the best of my knowledge. 2. I have submitted this application with the knowledge and consent of the firm. <p style="text-align: center;">_____</p> <p style="display: flex; justify-content: space-between;"> Date Signature of Designer </p>			

NOTE:

1. For the purposes of this form, "individual" means the "person" referred to in Clause 3.2.4.7(1) (c) of Division C, Article 3.2.5.1. of Division C, and all other persons who are exempt from qualification under Subsections 3.2.4. and 3.2.5. of Division C.
2. Schedule 1 is not required to be completed by a holder of a license, temporary license, or a certificate of practice, issued by the Ontario Association of Architects. Schedule 1 is also not required to be completed by a holder of a license to practise, a limited license to practise, or a certificate of authorization, issued by the Association of Professional Engineers of Ontario.

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Deck / Porch Guide

This information package is intended to help you, the homeowner/contractor, to better understand the procedures in obtaining a building permit and other approvals which may be required. Also provided in this package is a list of required inspections.

We strongly urge you to read all of this information carefully and keep it handy for future reference. If you should have any questions, please contact the appropriate department.

We wish to emphasize that the Chief Building Official enforces the Ontario Building Code. Questions concerning Zoning or land use By-Laws should be directed to the Clerk/Zoning Administrator. Issues respecting property drainage and lot grading may be registered on title to the property.

Please note that this package is intended to outline the procedures for obtaining a building permit for the construction of a deck or porch within the scope of Part 9 of the Ontario Building Code.

To apply for a building permit, the following must be submitted.

Plans and Specifications

Two complete sets of drawings and specifications (including site plan) are required. After examination for conformance to the Ontario Building Code, one set of plans will be returned to the applicant and **MUST** be kept on site at all times (*inspections will not be conducted without them*). The second set will be retained by the Building Department. Construction must be in accordance with the plans. If any changes are required, revised drawings **MUST** be submitted to the Building Department for review.

Site Plan

- Dimensions of the lot
- Location of all existing buildings, decks and other structures
- Location and dimension of proposed deck or porch
- Distance of all setbacks (front, rear & sides for the deck or porch)
- Location of all easements
- Grading and drainage
- Walkways, driveways
- Legal description of lot
- Street name
- Location of septic field and tank (if applicable)

Foundation Plans

If the deck or porch is constructed with a full foundation (4'-6' below grade), showing the following:

- Size and location of both strip and column footings
- Size and location of foundation wall
- Thickness and strength of concrete for poured foundation
- Thickness of concrete block (if used for foundation)

Cross Section

- Showing the construction of the following assemblies:
- Roof
- Exterior wall (brick or siding and insulation, if any)
- Interior wall
- Foundation wall (including insulation, if any)
- Size of footing
- Size of sill plate and anchor bolt size and spacing
- Soffit and fascia treatment

- Finish grade location
- Floor to ceiling heights
- Roof pitch

Part C

Owner's Responsibilities (Inspections)

The Building Permit card **MUST** be posted so it can be seen from a public right-of-way. The Owner of the property is responsible to notify the Building Department at 613-923-2251 ext. 101 at least **48 hours** in advance of the stages of construction for the necessary inspections.

The following **MUST** be completed before any inspection, and a copy of the reviewed plans **MUST** be on site, otherwise the inspection will not be carried out.

- Completion of excavation and forming of the piers
- Completion of piers prior to backfill
- Completion of deck floor framing (*for areas that may be concealed prior to final inspection*)
- Completion of deck including guards

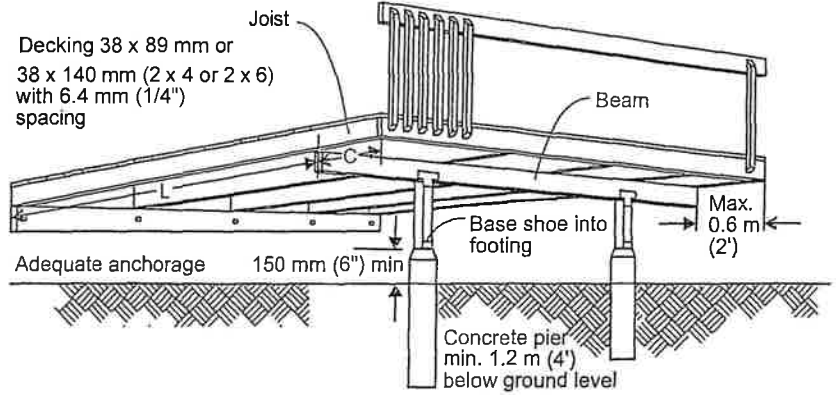
Decks

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 1/2 + 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)]				
Pier spacing Joist size @400 mm (16") o.c.	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.

GUARDS

BUILDING CODE REFERENCES

DIVISION B

- 9.8.8.1. Required Guards
- 9.8.8.2. Loads on Guards
- 9.8.8.3. Height of Guards
- 9.8.8.4. Guards for Floors and Ramps in Garages
- 9.8.8.5. Openings in Guards
- 9.8.8.6. Design to Prevent Climbing
- 9.8.8.7. Glass in Guards

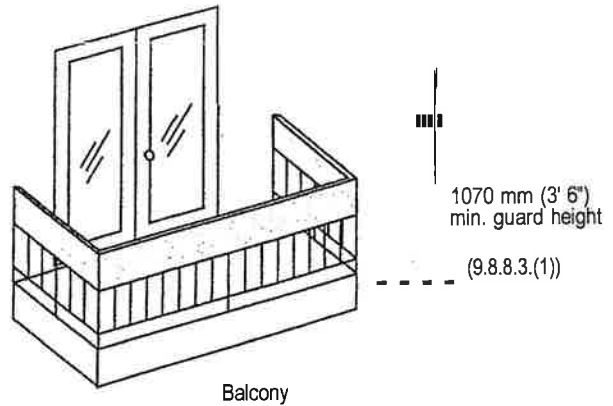
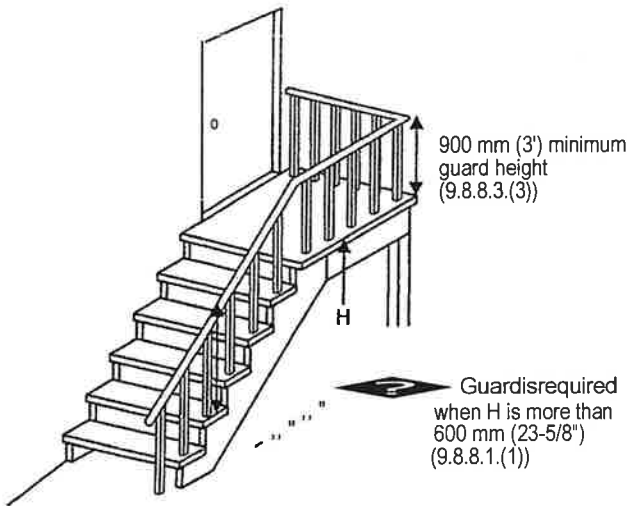
Guards are intended to reduce accidental falls from differences in elevation between adjacent floor levels or the exterior ground. Generally, guards are required for stairs, ramps, landings, balconies, porches, decks, mezzanine galleries and raised walkways unless stated otherwise. In many cases, handrails are incorporated into guards where both are required.

Guards should be designed to not facilitate climbing by minimizing horizontal hand grips and toeholds. Figures 5.15 to 5.18 illustrate the major Code requirements for guards.

Every exterior flight of steps and ramps, landing, porch, balcony, mezzanine, gallery, and raised walkway to which access is provided for other than maintenance purposes shall be protected by guards on all open sides. (9.8.8.1.)

HEIGHT ABOVE GROUND IS NOT MORE THAN 1.8 m (5' 11")

HEIGHT ABOVE GROUND IS MORE THAN 1.8 m (5' 11")



When an interior stair has more than two risers, the sides of the stair and the landing or floor level around the stair well shall be enclosed by walls or be protected by guards (9.8.8.1.(3))

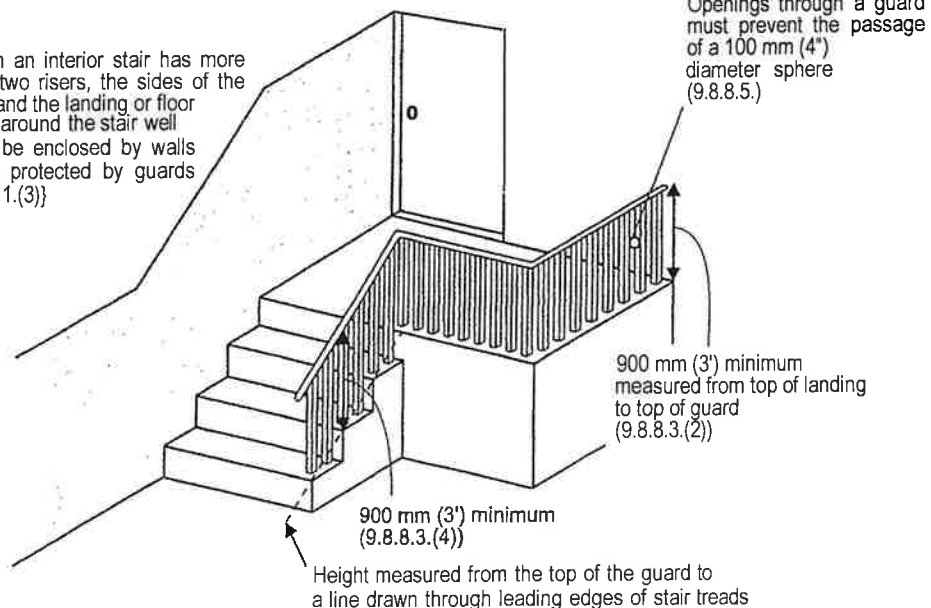


Figure 5.15
Required Guards

(9.8.8.)

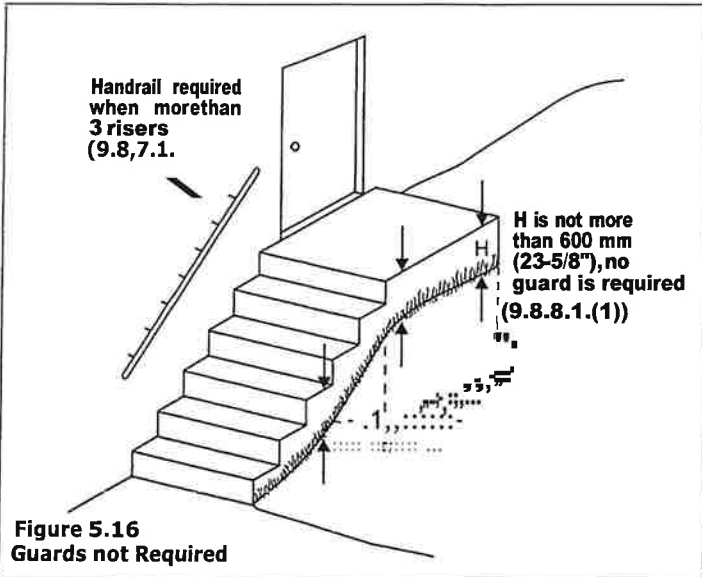
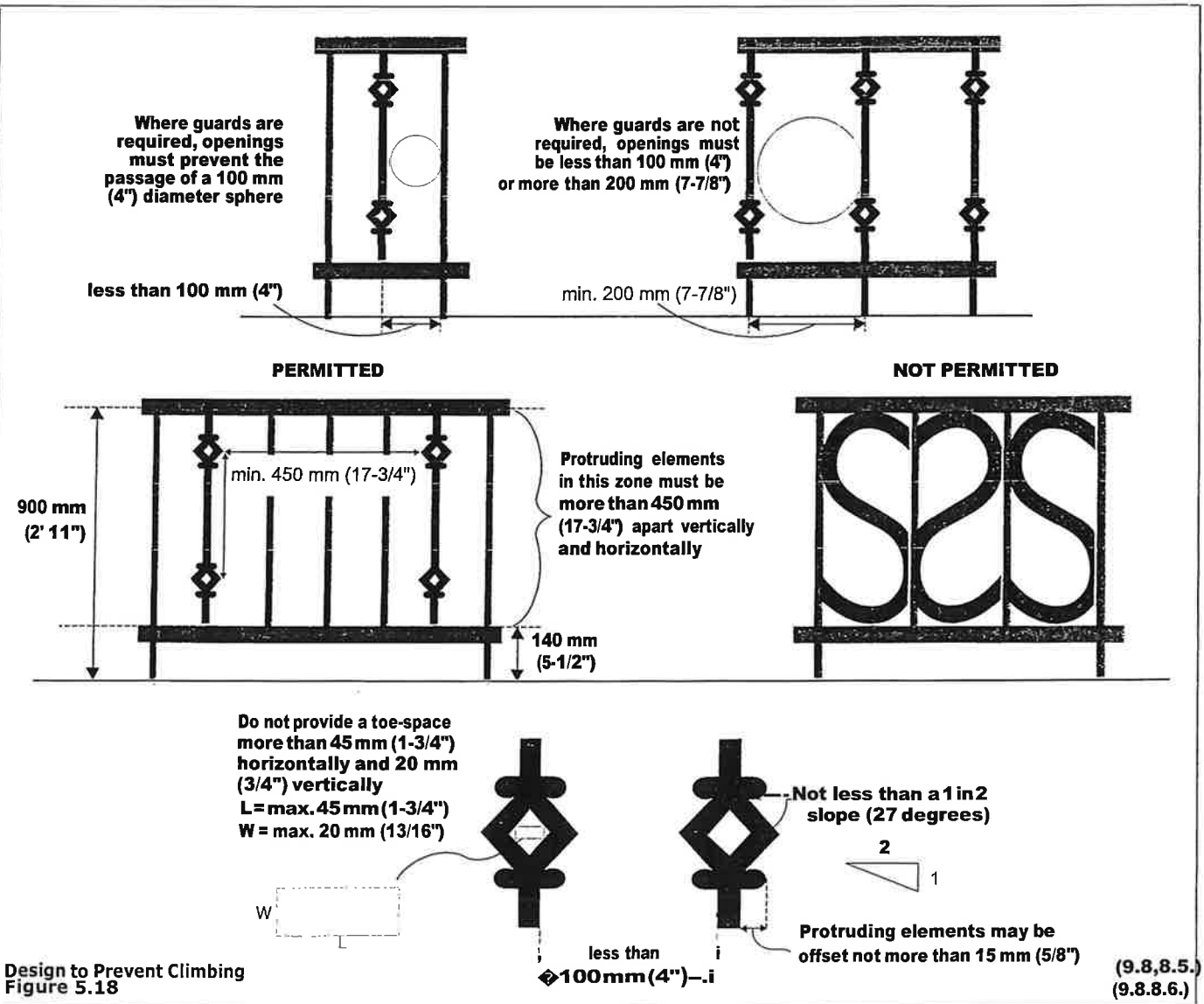


Figure 5.16
Guards not Required

Height above adjacent ground level or walking surface	Guard Requirement
600 mm (23-5/8") or less	Not Required 9.8.8.1.(1)
1800 mm (5' 11") or less (See Figure 5.15)	Required 900 mm (2' 11") min. guard height 9.8.8.3.(2)
exterior more than 1800 mm (5' 11") (See Figure 5.14)	Required 1070 mm (3' 6") min. guard height 9.8.8.3.(3)

Figure 5.17
Minimum Guard Requirements



Design to Prevent Climbing
Figure 5.18

Classes of Permits and Permit Fees

1.	To repair and/or alter a building, or construction/install a swimming pool, installation of a solid fuel fired appliance and/or chimney, including agricultural buildings.	
a)	Minimum Fee	\$125
b)	Value of gut renovations to be calculated at	\$125+\$12/\$1000 of construction value
2.	To install solar panels:	
a)	Valued up to \$200,000	\$200
b)	Valued greater than \$200,000	\$300
3.	To construct a building or addition to a building:	
a)	New Construction:	\$125+\$12/\$1000 of construction value
	Single family/seasonal/modular dwellings (Valued at \$120.00 per sq. ft. or contractor's price; At \$80.00 per sq. ft. for 2 nd floor/finished basement)	
b)	Repairs, alterations, or additions:	\$125+\$12/\$1000 of construction value
	construction value	
c)	Accessory buildings to:	\$125+\$12/\$1000 of construction value
	(Valued at \$30.00 per sq. ft. or contractor's price)	
d)	Decking:	\$125+\$12/\$1000 of construction value
	(Valued at \$15.00 per sq. ft. or contractor's price)	
4.	To demolish any building	\$125
5.	To authorize occupancy prior to completion as per Subsection 2.4.3 of regulation 413/90	\$125
6.	To authorize occupancy of a completed building	N/C
7.	Annual renewal of permit	\$100
8.	Written request for special inspection	\$125
9.	Change of use permit	\$125
10.	Building without a permit	double the cost of the Building Permit
11.	Building Code Equivalency Evaluation (not including the cost of services by Independent Consultants or services by other)	\$1000

*For information purposes only. Permit fee to be determined by the Township Office.