

# GUIDE FOR BUILDING A DECK

## DATE SUBMITTED:

## MINIMUM REQUIREMENTS FOR BUILDING A DECK PROVIDE THE FOLLOWING INFORMATION

- Correct Civic Address
- Legal Description
- Application fee – see Fees and Charges Bylaw
- All drawings to scale
- Within 50 m of a watercourse (if applicable)      Yes      No
- Within a Development Permit Area      Yes      No

(See Official Community Plan)

## DOCUMENTS

### Building Permit Application Form

- Application (With signed owners acknowledgment if submitted by contractor)
- Designer or (Architect for buildings greater than 3 storeys in building height or over 600 m<sup>2</sup> in 1 level area.)
  - Structural signed & sealed by a Registered Professional (Not required if deck is for a house)
  - Letters of Assurance sealed by a Registered Professional (Not required if deck is for a house)
- Schedules B for each registered professional (Not required if deck is for a house)
- Registered Professional's Proof of Insurance (Not required if deck is for a house)
- Schedule A (BC Building Code) –applicable if more than one registered professional has been retained.

## PLANS (2 complete sets)

- Site Plan
- Foundation/Framing Plans
- Elevations
- Construction Details/Cross Section

**NOTE:** All plans submitted with permit applications shall include the name and address of the designer.

This handout is prepared for your convenience as a general guide to the requirements for building a deck. Please consult BC Building Code for specific requirements.

**DRAWING DETAILS**

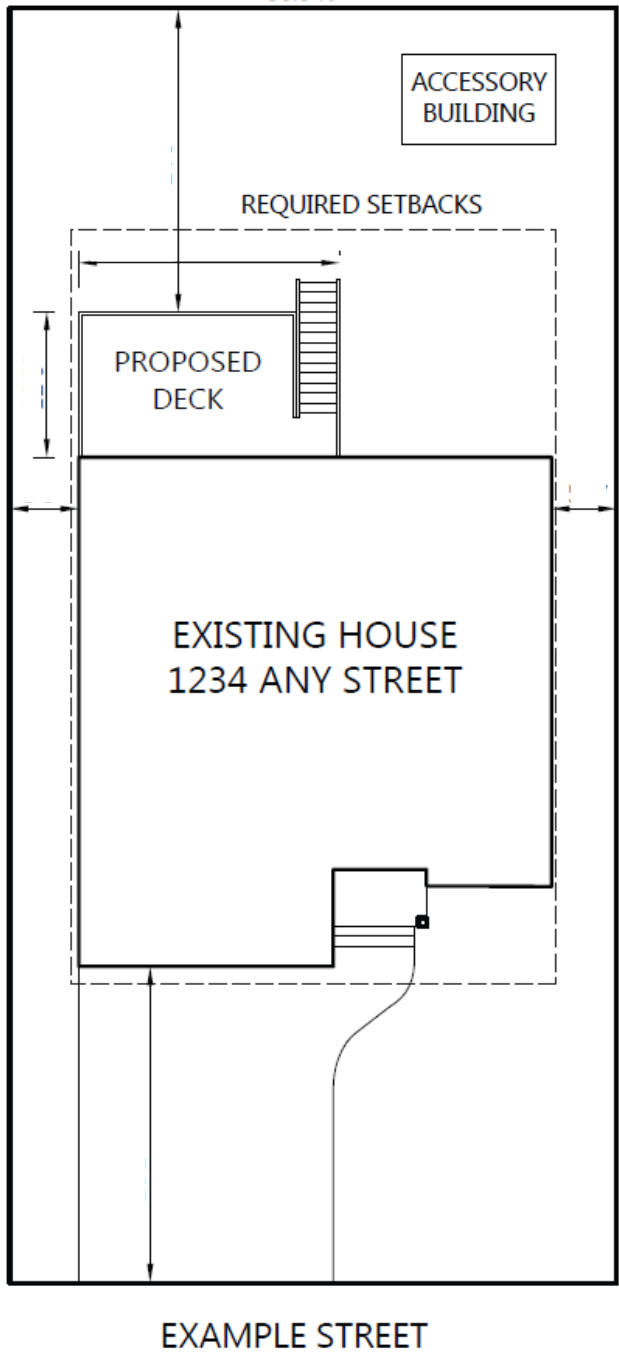
**SITE PLANS**

- Civic Address
- Legal Description
- Streets & Lanes
- Easements and/or Right of Ways (if applicable)
- North Arrow & Scale
- Zoning Information:
  - o Current zoning
  - o Lot area
  - o Maximum allowable lot coverage
  - o Total proposed & existing lot coverage building(s) & deck(s)
  - o combined
  - o Impervious surface calculations
  
- Lot Dimensions
- Setbacks
- Footprint view of ALL buildings on property with dimensions
- Denote new construction

**SAMPLE PLANS ONLY**  
**To be used as a guide**  
**Do not submit these**  
**Sample drawings with**  
**your application**

**EXAMPLE SITE PLAN**

Show all buildings on site and distances from them to all property lines.







**ELEVATIONS**

- Full view of all sides affected by proposed work
- Height of proposed work
- Deck & railing heights & spacing
- Details of rise & run of stairs
- Deck slope
- Roof slope (if applicable)
- Spatial calculation of proposed windows & doors (if applicable)

**COMPLETE CROSS SECTION**

- Notes to include concrete strength, grade & species of lumber
- Construction notes for floor, wall, foundation & roof
- Size, thickness & spacing of materials
- Elevation of each floor
- Frost Depth – minimum 18 in. to u/s footing
- Roof slope (if applicable)

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 To be used as a guide

**Do not submit these**  
**Sample drawings**  
 with your application

**EXAMPLE CROSS SECTION**

