

Decks

Include in package:

1. **Development Permit Application**-Fee \$100.00
 - Indicate the location- Civic address and Beach or Legal Land Description
 - The Applicant contact information
 - The property owner name (if different than the applicant); if applicant is not the property owner, an authorization form is required from the owner.
 - The proposed development – i.e., 12 X16 Deck on back of cabin
 - Date and sign form
 - If screw piles are being used, an engineered plan must be prepared indicating the number and spacing of the piles required. After installation, a signed and sealed certificate must be submitted to the office attesting to the conformity of the installation.
 - If the deck is installed with screw piles, before the building permit will be issued, we require that you to submit the Pile log that is printed during installation. Please ensure your installer has the equipment to print this report.
2. **How to draw a site sketch** (sample attached)
 - Indicate north with an arrow
 - Location of all four property pins
 - Indicate the road and the lake/back of property
 - Location and size of all existing and proposed buildings and structures including all front, side and rear setbacks
3. **Building Permit Application**-Fee \$192.00
 - Fill in all applicant & property owner information as required
 - Fill in the estimated value of construction
 - Fill in Section 3
 - Date and sign form
4. **Contractor/Subcontractor list**- The contractor list must state all contractors from site preparation to the completion of your project. All contractors you hire must be licensed to do business in the District of Lakeland #521. A list of licensed contractors can be found on our website at www.lakeland521.ca under the Business Directory. It is the home owners' responsibility to ensure that all contractors hired have a business license or have them contact our office to obtain a business license.

5. **R1 residential Zoning bylaw attachments and definitions**

- Table 6-1: R1 High Density Residential District Zone. This table projects the minimum site size and yard requirements, minimum floor areas, building height and maximum site coverage for a principal dwelling. The Deck is considered part of the principle building and must follow the same setbacks.
- *The maximum site coverage is the portion of the site that includes all roofed areas of all buildings including porches, verandas, garages, carports, membrane covered structures and all accessory buildings, decks, footpaths, driveways, steps, landings, in ground swimming pools, and other impervious surfaces.* Maximum site coverage for R1 Residential Zoning is 50%.
- Definition for front and rear yards is as follows:

<u>Lakeshore sites</u>	<u>Non-Lakeshore sites</u>
“Front yard is the roadside”	“Front yard is the roadside”
“Rear yard is the lakeside”	“Rear yard is the backside”

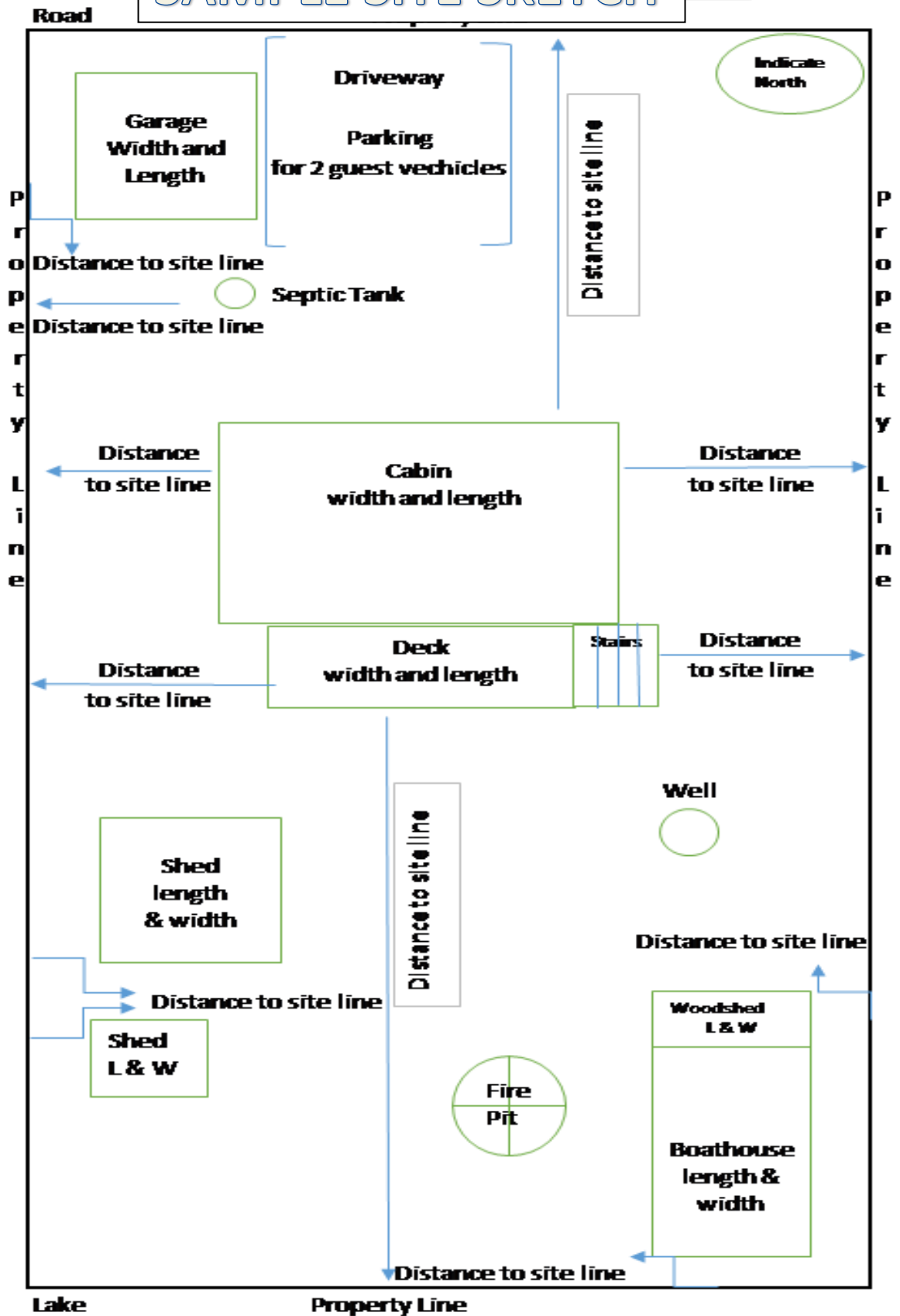
6. **Inspections**- An inspection is required at the completion of your project. Remember to give the inspector at least 24 hours’ notice to book inspections

7. **Permit Issuance** – The District of Lakeland #521 will contact you once the permit is ready to be picked up. The Development Department will respond to your application within 10 business days. A Conditions List must be read and signed by the property owner or an agent acting on his behalf. The property owner or agent will be responsible to ensure all contractors are informed of conditions pertaining to permits issued.

General Information

- **Parking** – The District requires each residential lot to have 2 parking spaces for guests.
- **Lighting** – *Council shall require that site and other outdoor lighting for new residential construction incorporate principles, techniques and standards consistent with the current version of the International Dark Sky Lighting Code Handbook for outdoor lighting in the EI Environmental Lighting Zone, as defined by the International Commission on Illumination. (BYLAW NO. 14-12). The web address is www.darksky.org*
- **Real Property Report** – This is required after the foundation is poured or in the case of screw piles, after they are installed. A surveyor of your choice will come out and record all structures on your property and show the measurements to the lot lines.
- **Engineered Piles** – are required as per National Building Code when building a deck greater in height than 72” from grade, with a roof attached to the building or building a sun room /gazebo on the deck that is attached to the building.

SAMPLE SITE SKETCH



DISTRICT OF LAKELAND NO.521 APPLICATION NO. _____ 20____

Development Permit Application

Date _____ 20____

Land Description: Civic Address _____ Beach _____ or
_____ Quarter Section _____, Twp. _____, Rge. _____, M _____

Applicant Name: _____

Mailing Address: _____

Contact Information: Home () _____ Work () _____ Cell () _____
Fax () _____ Email _____

Property Owner: _____

(If different than Applicant)

As per the National Building Code, screw piles must be stamped by an Engineer. The District is requesting the Field Report for all screw piles be submitted with the Real Property Report. Failure to submit either of these documents will result in the office withholding issuance of the Building Permit.

Proposed Development: _____

(Attach Site Sketch)

Applicant's Signature: _____

Development Permit

Page ___ of ___

Decision Permitted Use – Approved - Date: _____ Denied – Date: _____
Discretionary use – Approved by Resolution No. _____,
Subject to the following conditions/reasons: _____

This permit expires _____
one year from the _____
date of issuance _____

Note:
Approval of this application and issuance of a Development Permit does not absolve the applicant of obtaining other permits and approvals as may be required according to other municipal, Provincial and Federal government legislation.
*All developments shall be in compliance with the Zoning Bylaw for the District of Lakeland No.521

DEVELOPMENT OFFICER: _____

APPLICATION FOR BUILDING PERMIT

Section 1 - Applicant Information

I hereby make application to: Construct Reconstruct Alter- Project description a structure according to the information below and to the plans and documents attached to this application

The estimated value of TOTAL project with material and labour (Statistics Canada Info.) \$

The estimated value of FOUNDATION ONLY (Statistics Canada Info) \$

Name of Applicant:

Name of Property Owner:

Civic Address: Beach

Phone # E-mail

Land Description for Rural: 1/4 Section Township Range W Meridian

Section 2 - Construction Information for a Building (Skip to Section 3 for Decks)

Intended use of Building or Structure

Building: Length x Width = Floor Area of: sq. ft. /m Height ft./m

Garage Area: sq. ft. /m Shed area: sq. ft. /m

Type of Engineered Footing / Foundation Material for building: Size:

Number of story's: Fire escapes

Number of stairways: Width of exits:

Stud Material: Spacing

Exterior Wall Material: Size:

Floor Joist Material: Spacing

Girder Material: Spacing

Rafter Material: Spacing

Roof Material: Size:

Section 3 - Construction Information for Decks

Select type of Deck: Attached Deck with no roof OR Attached Deck with covered roof

Note: An attached Deck with a covered roof requires engineered piles for adequate support

Size of Deck(s): Deck #1 (Width) x (Length) = sq ft/m (Height from grade)

Deck #2 (Width) x (Length) = sq ft/m (Height from grade)

Deck #3 (Width) x (Length) = sq ft/m (Height from grade)

Type of Foundation: (deck blocks/concrete piles/engineered screw piles/footings)

Support beams/joists: Material: Joist size: Joist spacing:

Top Deck Board Material:

I hereby agree to comply with the Building Bylaw of the local authority and acknowledge that it is my responsibility to ensure compliance with the Building Bylaw of the local authority and with any other applicable bylaws, acts and regulations regardless of any plan review or inspections that may or may not be carried out by the local authority or its authorized representative. I understand that any inspections by an authorized representative of the local authority will be for construction progress assessment only and that the local authority reserves the right to require the applicant to provide certification at any time that all or any part of the building or structure is in accordance with this Bylaw.

Date

Signature of Owner / Agent

Print Name of Owner/Agent

Please be advised that although your application for a permit may comply with the municipality's regulations, there may be caveats registered against the title to your property which require stricter regulations for development. It is your responsibility to be aware of any encumbrances registered against the title of your property.

TABLE 6-1: R1 - HIGH DENSITY RESIDENTIAL DISTRICT DEVELOPMENT STANDARDS								
Principal Use	Minimum Site Area (m ²)	Minimum Site Frontage (m)	Minimum Front Yard (m)	Minimum Rear Yard (m)	Minimum Side Yard (m)	Maximum Building Height (m)	Minimum Building Floor Area (m ²)	Maximum Site Coverage (%)
Single detached dwellings, lakeshore sites ⁽¹⁾	460	15	3	6 ⁽²⁾⁽³⁾	1.5	10.5	55	50 ⁽⁴⁾
Single detached dwellings, except lakeshore sites ⁽¹⁾	460	15	6	3	1.5	10.5	55	50 ⁽⁴⁾
Bed and breakfast homes, lakeshore sites	460	15	3	6 ⁽²⁾⁽³⁾	1.5	10.5	55	50 ⁽⁴⁾
Bed and breakfast homes, except lakeshore sites	460	15	6	3	1.5	10.5	55	50 ⁽⁴⁾
Places of worship	no minimum	no minimum	6	3	3 ⁽⁵⁾	10.5	no minimum	no maximum
Schools	no minimum	no minimum	6	3	3 ⁽⁵⁾	10.5	no minimum	no maximum
Public parks and public recreational facilities, permitted public works, nature trails and exhibits, historical and archeological sites, wildlife management and conservation areas,	no minimum	no minimum	no minimum	no minimum	no minimum	10.5	no minimum	no maximum
Commercial marinas	no minimum	6	no minimum	no minimum	no minimum	10.5	no minimum	40 ⁽⁴⁾
Community marinas	no minimum	6	no minimum	no minimum	no minimum	10.5	no minimum	40 ⁽⁴⁾

Notes:

⁽¹⁾ the development standards in Table 6-1 that apply to sites and single detached dwellings shall also apply to bare land units and single detached dwellings that are part of an approved bare land condominium except where a bare land condominium development accommodates existing dwellings, the minimum site area shall be 380 square metres and the minimum site frontage shall be 11.5 metres.

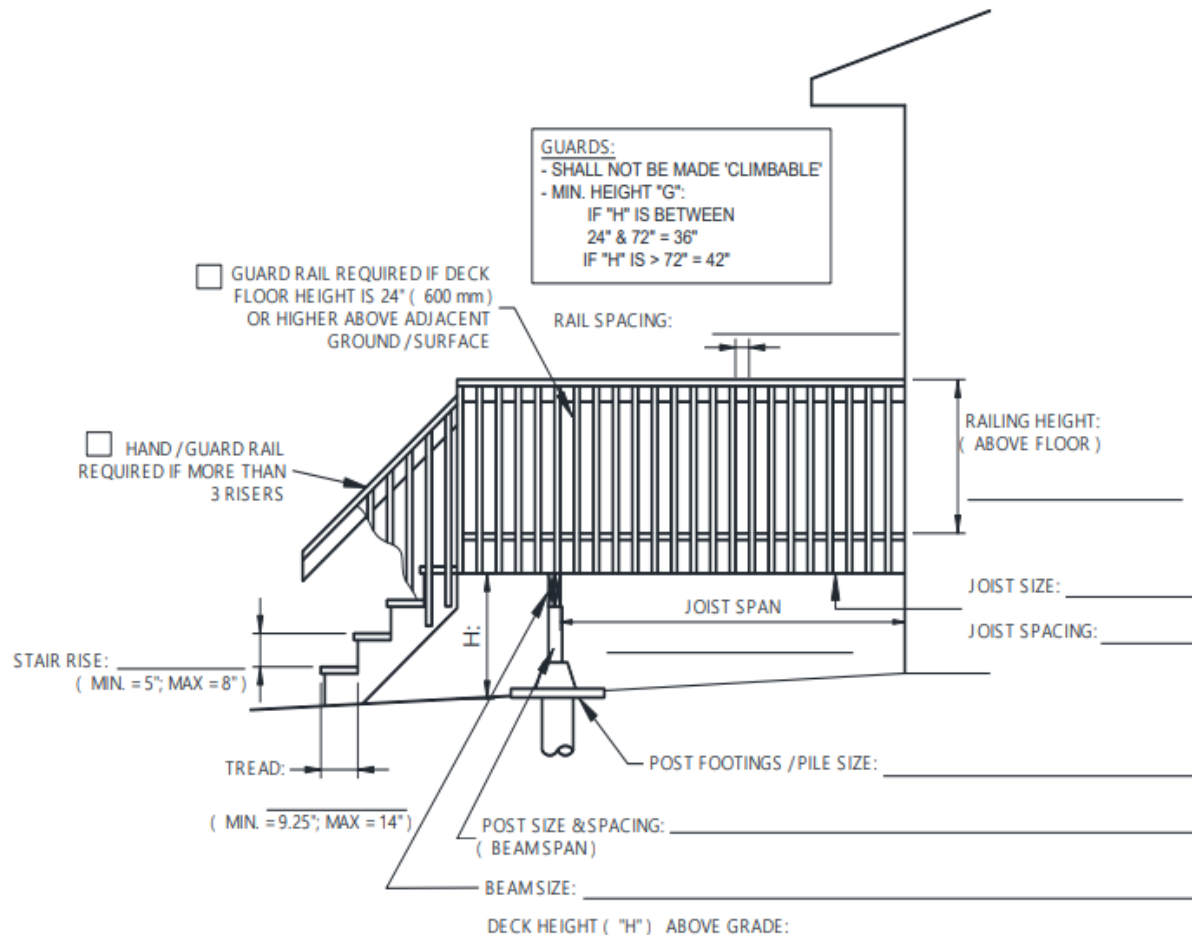
⁽²⁾ any principal building constructed prior to February 19, 1979 will be considered to conform to this requirement

⁽³⁾ notwithstanding ⁽²⁾, the prescribed rear yard requirement for a site with an intervening public reserve between it and the lakeshore may be reduced up to the established building line

RESIDENTIAL DECK - PERMIT APPLICATION CHECKLIST

Applicant's Name: _____
 Project Street Address: _____

Please fill in all requested information and checkboxes to ensure a proper building code assessment can be completed prior to issuing a building permit.



SITE PLAN:
 Please provide a site plan for this project showing your proposed Deck. It is recommended that your proposal be drawn on **photocopied** Real Property Report or Surveyor's Certificate. Do not use your 'only copy' of these documents as the municipality is not responsible for lost or damaged reports.

The **SITE PLAN** should include the following:

- Size and location of proposed deck.
- Distance to all property lines.
- Dimensions of deck.
- Location of steps & railings.
- All other existing buildings.

Site Plan Attached

Prepared by
BuildTECH Consulting & Inspections Inc.
 www.buildtechinspections.ca

DECK DEVELOPMENT CHECKLIST, PAGE 2

CODE ARTICLES

Article NBCC 2015	Description The following NBCC Article descriptions are summaries of the articles and sentences, not the actual NBCC 2010 code article.
9.3.2.9.	Structural wood framing members shall be pressure-treated to resist decay where the vertical clearance between the framing members and the ground is less than 150 mm (6").
9.8.7.1.	A handrail is required for exterior steps with more than 3 risers. The handrail height is to be between 865 mm (34") and 965 mm (38") high.
9.8.8.	<p>Guard rails are required around decks & landings where the surface is more than 600 mm (24") higher than the adjacent ground. Guard rails are required to be minimum 900 mm high (36"), and 1070 mm (42") high where the surface is more than 1800 mm (72") above the adjacent ground.</p> <p>900 mm (36") high guard rails (measured vertically from a line drawn through the stair nosings) are required on flights of steps where the tread height is more than 600 mm (24") above the adjacent ground.</p> <p>Openings through any guard shall be of a size that will prevent the passage of a spherical object having a diameter of 100 mm (4").</p> <p>Where decks are more than 4.2 m (13'-9"), guards are to be constructed so that they will not facilitate climbing, where all elements protruding from the vertical and located within the area between 140 mm and 900 mm above the floor or walking surface protected by the <i>guard</i> conform to at least one of the following Clauses:</p> <ul style="list-style-type: none"> a) they are located more than 450 mm horizontally and vertically from each other, b) they provide not more than 15 mm horizontal offset, c) they do not provide a toe-space more than 45 mm horizontally and 20 mm vertically, or d) they present more than a 2-in-1 slope on the offset.
9.17.2.2.	The wood posts are required to be laterally supported if the distance from finished ground to the underside of the joists is more than 600 mm (24"). Toenailing beams to posts is not considered adequate lateral support. Provide mechanical connections that will provide lateral support, or lateral bracing (i.e. knee bracing) connecting the posts to the deck frame.
9.17.2.2.	<p>Where the distance from grade to the underside of the deck joists is more than 2 m (6'), then posts supporting the deck beam shall be minimum 6x6, or 3-ply 2x6 built-up columns. 4x4 posts are not permitted.</p> <p>Decks where the distance from grade to the underside of the deck joists is more than 2 m (6') shall be supported on concrete piles, minimum 10" diameter x 10' deep c/w Sonotube and re-bar, and adequate means of securing the post to the piles.</p>
9.23.1.1.	The maximum spacing for stair stringers is 30" o.c.
9.23.4.2.	The maximum span (distance between posts) for a 2 ply 2x10 beam is 9'-4". The maximum span (distance between posts) for a 2 ply 2x8 beam is 7'-8". Other beam spans are to be designed in accordance with Sentence 9.23.4.2. of the NBCC 2010, or the Canadian Wood Council's "Span Book".
9.23.9.4.	The joists are required to be blocked, strapped, or cross-bridged at mid-span.
9.23.9.9.	The maximum length of the joist cantilever past the beam is 600 mm (24") for 2x8 joists, and 750 mm (30") for 2x10 joists.