



East Zorra - Tavistock
Building Department
90 Loveys St Box 100
Hickson, Ontario
Canada, N0J 1L0
519-462-2697

Building a Deck Information Guide and Process

When is a building permit required for a deck?

- If the deck (new or replacement) is 23 5/8" high or greater above finished grade.
- A permit is also required if structural renovations will be made to an existing deck.

Drawing requirements for a building permit application

1. A copy of the property survey or site plan of your lot.
 - a. Please draw on location of deck with dimensions to lot lines
2. Deck drawings (Building centre drawings or hand drawn to scale and dimensioned)
 - a. Plan view showing posts, floor joists, beams, stairs and landings
 - b. Side view showing height of deck and guard

*ask for our deck design details for assistance

Guards/Railings (for decks 23 5/8" 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/railing are not permitted

Approved Decking Materials (for decks 23 5/8" or higher)

- | | |
|--|--|
| <input type="checkbox"/> 5/4" wood decking | <input type="checkbox"/> Nexwood Composite Decking |
| <input type="checkbox"/> CWS Composite Decking | <input type="checkbox"/> Trex Wood-Polymer Composite Decking |
| <input type="checkbox"/> Duradek boards | <input type="checkbox"/> Eon Composite Decking System |

Where to apply for a building permit

To apply for a building permit please bring all required drawings to the Township Office, 90 Loveys Street in Hickson.

Office Hours; Monday to Friday, 8:30am to 12:00pm & 1:00pm to 4:30pm.

Cost of building permit

The cost of the permit is \$105.00, we accept cash, cheque and debit as methods of payment. This includes the review of drawings, the building permit and building inspections.

Time

Once a complete permit application is made the permit will be reviewed within a maximum of 10 business days. If an appointment is scheduled, the permit can be issued on the spot. The process of issuing the building permit on the spot will take approximately 45 minutes.

Required Building Inspections

Building inspections are booked by contacting our office, emailing our office or in person at the Hickson Office. Inspection bookings require 24 hours notice.

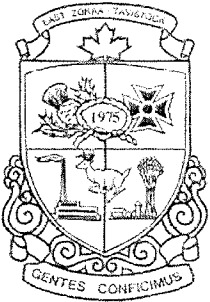
- Excavation/Footing inspection- Once the holes have been dug, but prior to concrete being poured
- Structural Wood Frame inspection- Once the framing is complete (posts, beams, joists)and before the decking is attached.
- Final Building inspection- When the deck and guard/railing are complete

Important Numbers to know

Contacts for locates can be found at
www.ezt.ca/contact/utilities.aspx

Any Questions?

Phone: 519-462-2697 x 232
Email: jscherer@ezt.ca
Web: www.ezt.ca



EAST ZORRA-TAVISTOCK

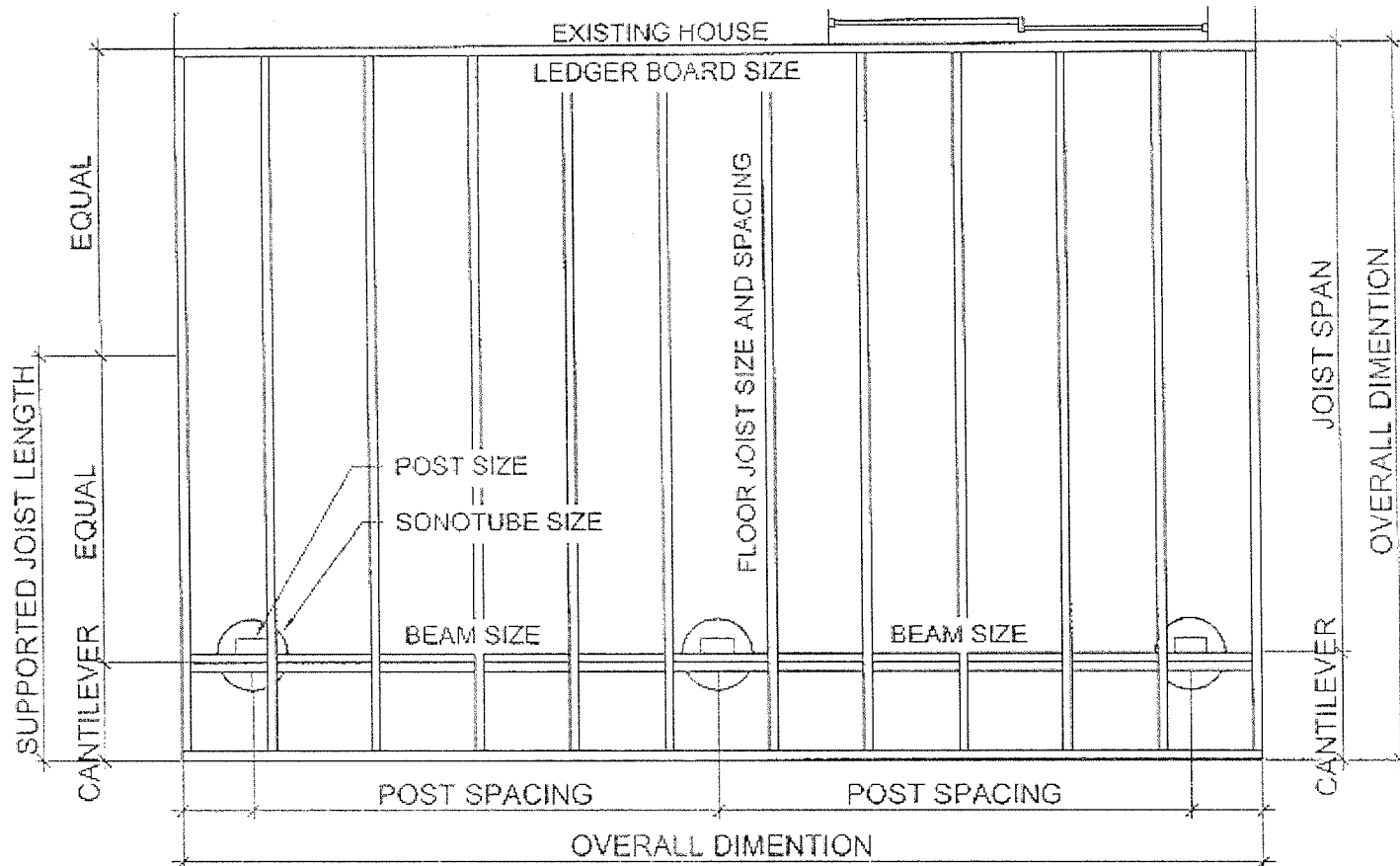
BUILDING DEPARTMENT

Deck Layout and Span Tables

DATE:
JANUARY 2011

SCALE:
NOT TO SCALE

DRAWING NO.:
9-3a

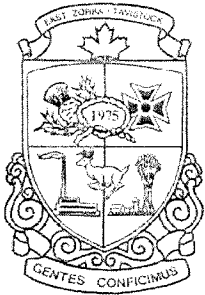


Deck Layout

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

Maximum 2-Ply Beam Length			
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"
Maximum 3-Ply Beam Length			
8'-0"	10'-8"	13'-0"	15'-1"
10'-0"	9'-6"	11'-8"	13'-6"

Maximum Floor Joist Length		
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"



EAST ZORRA-TAVISTOCK
BUILDING DEPARTMENT

Guard, Post, Beam, Footing and Ledger Board

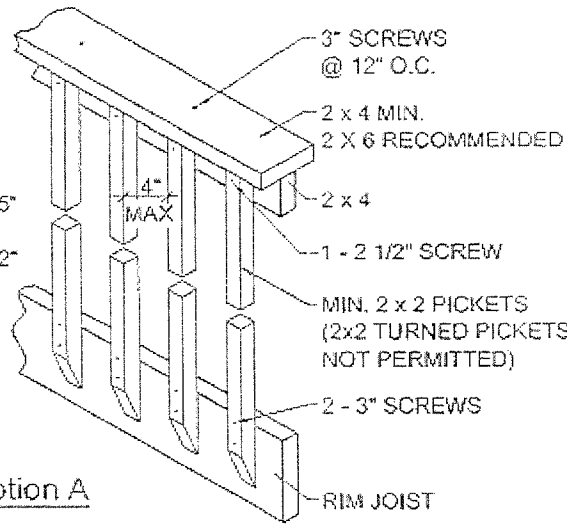
DATE:
JANUARY 2011

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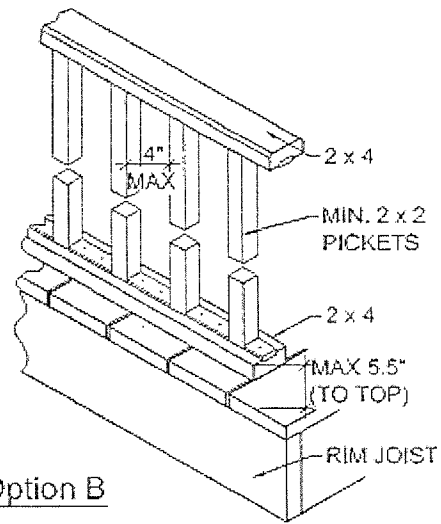
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9-3b

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



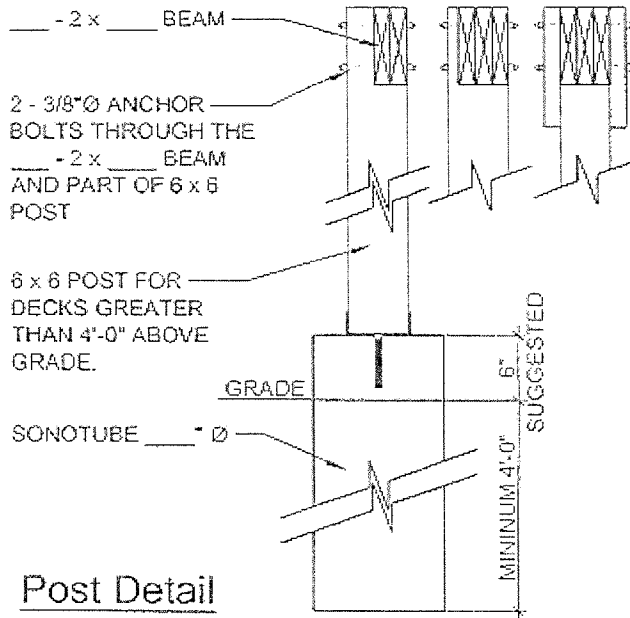
Option A



Option B

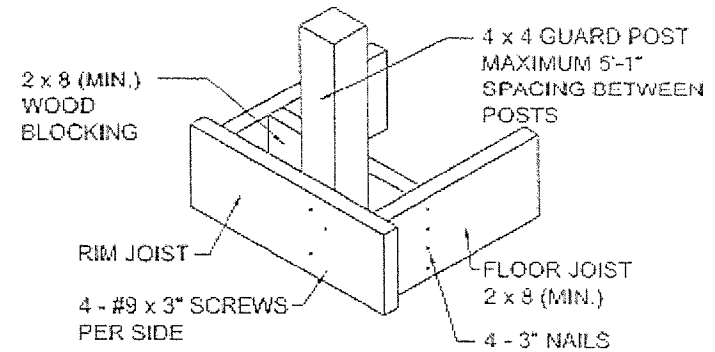
NOTE: ANYTHING OTHER THAN A WOOD GAIRD/RAILING, PLEASE SUBMIT A COPY OF THE PRE-ENGINEERED GAIRD/RAILING DETAILS WITH YOUR BUILDING APPLICATION.

Guard Details

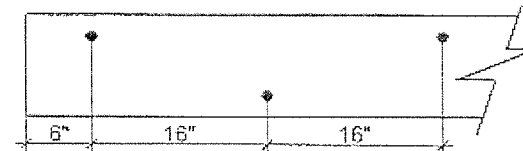


Post Detail

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

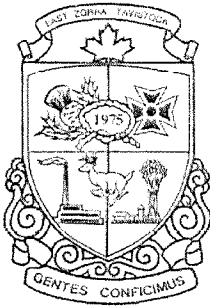


Guard Post Detail



MINIMUM 3/8" Ø ANCHOR BOLTS @ 16" CENTRES STAGGERED. ANCHOR BOLTS MUST BE INTO WOOD FRAMING OR FOUNDATION WALL. DO NOT SECURE INTO BRICK VENEER ALONE.

Ledger Board Detail



EAST ZORRA-TAVISTOCK

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Deck Elevations and Details

DATE:

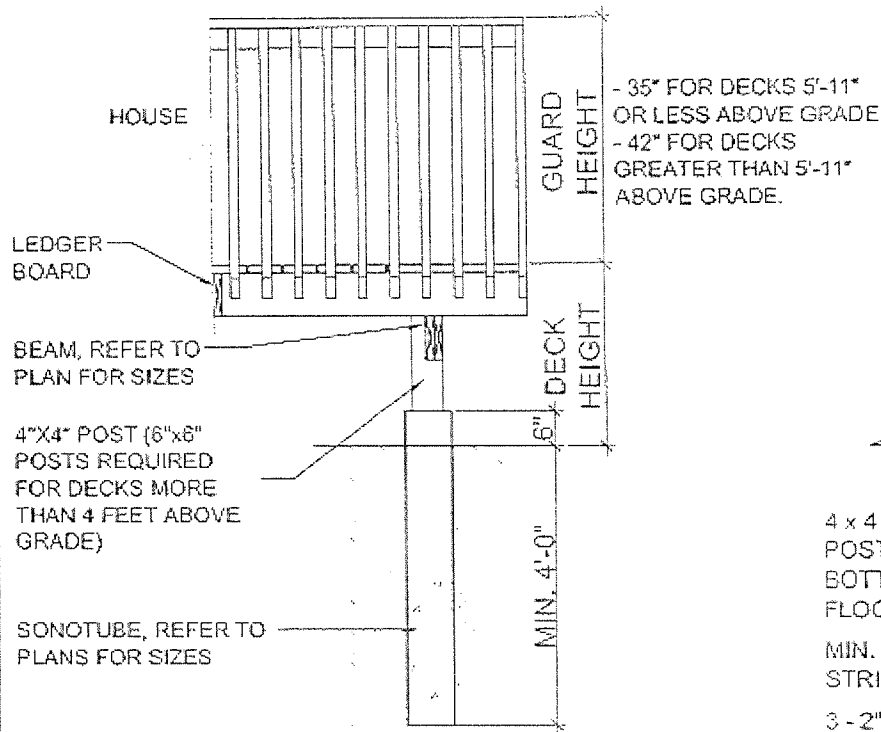
JANUARY 2011

SCALE:

NOT TO SCALE

DRAWING NO.:

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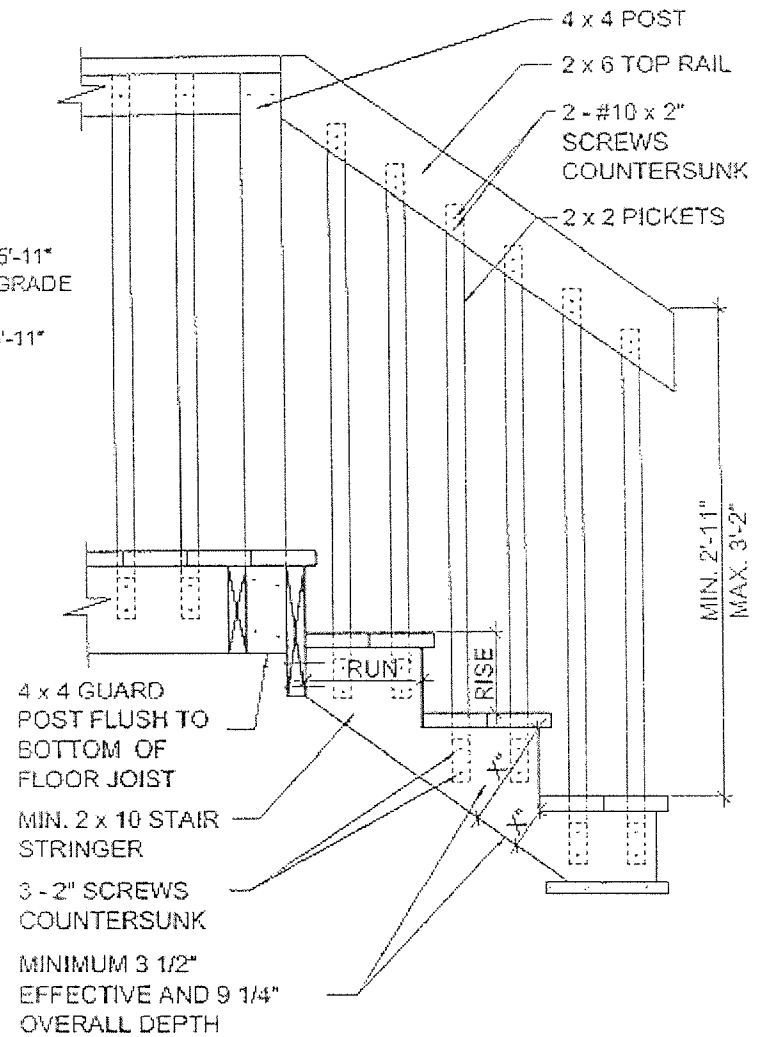


Deck Elevation

Sonotube Sizes

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

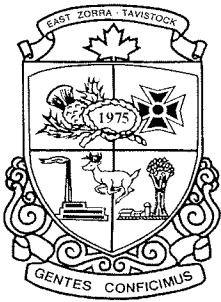
*Weight = (supported joist length each side of post x half beam length each side of post) x 40 lbs/SF



Stair Detail

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

max 1" nosing



Township of East Zorra-Tavistock

Box 100 / 90 Loveys Street
Hickson, Ontario N0J 1L0

Email ezt@twp.ezt.on.ca
Web www.twp.ezt.on.ca

Phone 519.462.2697
Fax 519.462.2961

Application for a Permit to Construct or Demolish

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

FOR OFFICE USE	
Application number:	Permit number (if different):
Date received:	Roll number:

Application submitted to: THE TOWNSHIP OF EAST ZORRA – TAVISTOCK

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 *Ontario New Home Warranties Plan Act*? If no, go to section G. Yes No
- ii. Is registration required under the *Ontario New Home Warranties Plan Act*? Yes 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

- a) 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). Yes No

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 Building Code Act, 1992, to be paid when the application is made.
- b) 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 Building Code Act, 1992. Yes No
- c) 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 Building Code Act, 1992 which enable the chief building official to determine whether the proposed building, construction or demolition will contravene any applicable law. Yes No
- d) The proposed building, construction or demolition will not contravene any applicable law. Yes No

I. Declaration of applicant

I _____ certify 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. I have authority to bind the corporation or partnership (if applicable).

_____ Date _____ Signature of applicant

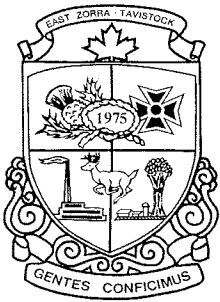
Personal information contained in this form and schedules is collected under the authority of subsection 8(1.1) of the *Building Code Act, 1992*, and will be used in the administration and enforcement of the *Building Code Act, 1992*. Questions about the collection of personal information may be addressed to:

- a) The Chief Building Official of the Township of East Zorra-Tavistock, or,
- b) The inspector having the powers and duties of a chief building official in relation to sewage systems or plumbing for The Township of East Zorra-Tavistock, or,
- c) Director, Building and Development Branch, Ministry of Municipal Affairs and Housing 777 Bay St., 2nd Floor. Toronto, M5G 2E5 (416) 585-6666.

FOR OFFICE USE ONLY

BUILDING PERMIT FEE'S		PROPERTY ZONING: _____
BUILDING:	\$ _____	LIVING FLOOR AREA: _____
OCCUPANCY:	\$ _____	BLDG DIMENSIONS: _____
PLUMBING:	\$ _____	REVIEWED BY: _____
DEPOSITS:	\$ _____	DATE PERMIT ISSUED: _____
DEVELOPMENT CHARGE:	\$ _____	
OTHER:	\$ _____	
TOTAL:	\$ _____	

Deposit Breakdown: (builder deposit \$ _____; driveway deposit \$ _____; grade deposit \$ _____)



Township of East Zorra-Tavistock

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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 2.20.2.1]			
<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			
I _____ declare that (choose one as appropriate): (print name)			
<input type="checkbox"/> 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. Individual BCIN: _____ Firm BCIN: _____			
<input type="checkbox"/> I review and take responsibility for the design work and am qualified in the appropriate category as an "other designer" under subsection 3.2.5. of Division C, of the Building Code. Individual BCIN: _____ Basis for exemption from registration: _____			
<input type="checkbox"/> The design work is exempt from the registration and qualification requirements of the Building Code. Basis for exemption from registration and qualification: _____			
I certify that:			
1. The information contained in this schedule is true to the best of my knowledge.			
2. I have authority to bind the corporation or partnership (if applicable).			
Date		Signature of Designer	

NOTE:

- For the purposes of this form, "individual" means the "person" referred to in Clause 3.2.4.7(1)d). 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.
- Schedule 1 is not required to be completed by a holder of a license, temporary license, or a certificate of authorization, 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.