

How to apply for a deck permit

Building permits are required for decks where the floor is higher than 0.6 metres (2 feet) above finished grade at any point.

Step 1: Zoning regulations

Zoning regulations apply whether or not a permit is required. The zoning by-law regulates the use of land, including the distance required to property lines. Refer to your survey for location of property lines. To confirm all zoning requirements are met, we recommend you contact Zoning Services staff at zoning@guelph.ca or at 519-837-5615 before applying for a building permit.

Step 2: Permit application

Building permit applications are required to be submitted electronically through the [Guelph permit and application system](#). As a registered user you can check the status of your permit, pay fees and book inspections online. Ensure all required drawings are ready to upload in PDF format before starting your online application as per Step 3 below.

Step 3: Drawings to be submitted

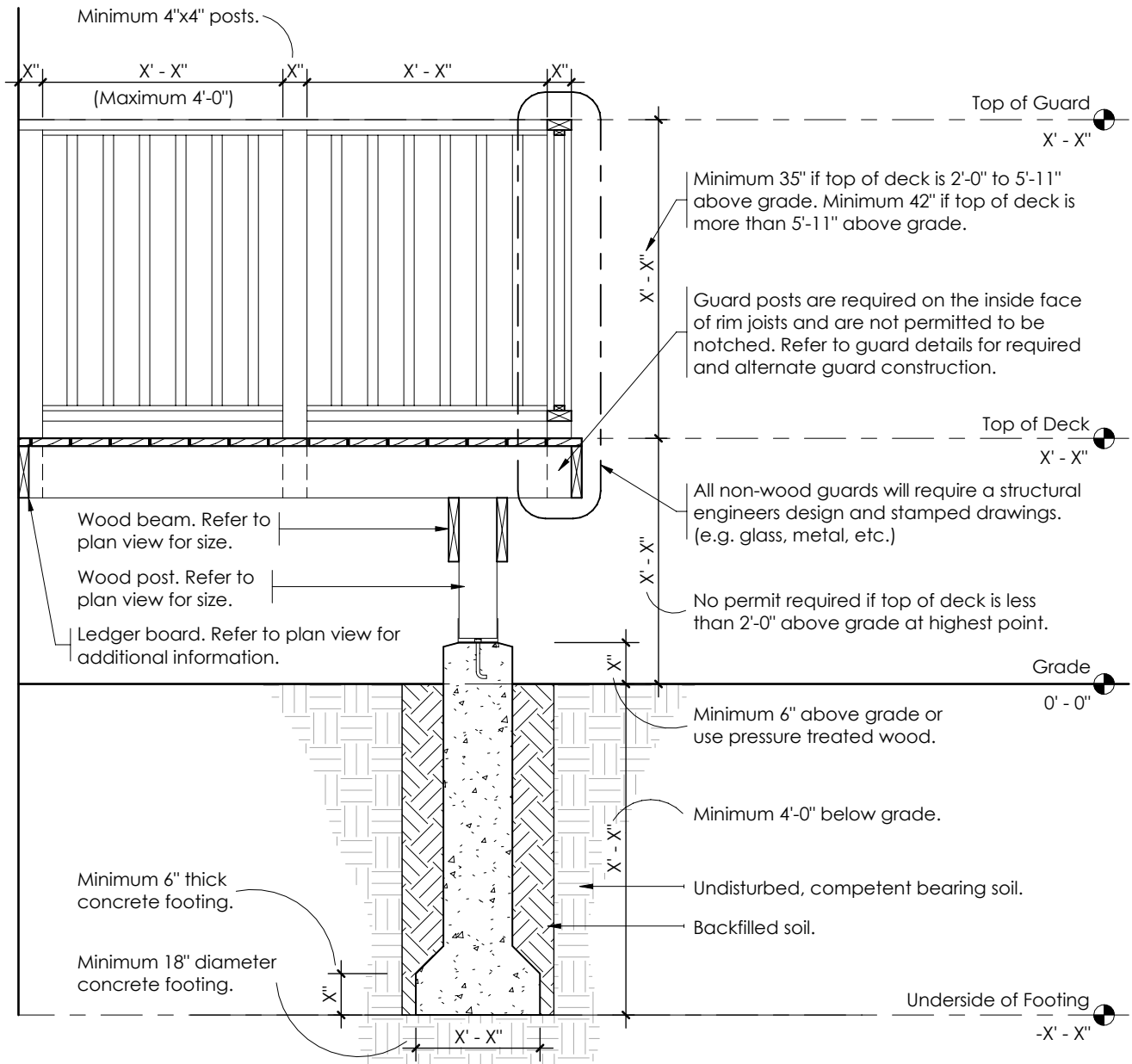
All drawings listed below must be included and must be drawn to a recognizable scale (e.g. ¼ inch equals 1 foot). Partial plans or photos will not be accepted.

- A survey or site plan illustrating the lot width and depth, the location of the proposed deck (including setbacks to property lines), the size of the deck, and all existing buildings or structures on the property.
- A plan view illustrating the following:
 - Overall dimensions of the deck.
 - Size and location of posts.
 - Size and location of beams.
 - Size and spacing of floor joists and the direction the joists are spanning.
 - Location and width of stairs (if applicable).
- An elevation/section illustrating the following:
 - Height of deck (at highest point).
 - Type, depth and size of footings/foundation/piers.
 - Type of guard/railing system. For non-wood guards, include manufacturers name.

Step 4: Fees

Once the building permit application is deemed complete, you will be notified by email of the applicable building permit fee. Visit guelph.ca/building for the current fee schedule.

Alternate formats of this document are available as per the Accessibility for Ontarians with Disabilities Act by contacting Building Services at 519-837-5615 or email building@guelph.ca.



For lots containing engineered fill and for footings within 4'-0" of house walls, refer to beam and post connection detail

Legend:
 X'-X", X" Denotes information that is required in your drawing package. This information consists of dimensions, sizes for structural elements and other materials.

Notes:

1. Drawings are for sample purposes only and shall not be used for construction.
2. Do not submit this drawing as part of your building permit application.
3. Details submitted for review shall be drawn to a recognizable scale. (e.g. 1/2" = 1'-0" or 1" = 1'-0".)
4. Any deck structure supporting a hot tub, swim spa or pool shall be designed by a structural engineer.
5. Refer to the City of Guelph Zoning by-law for zoning requirements regarding decks, pools, swim spas and hot tubs.

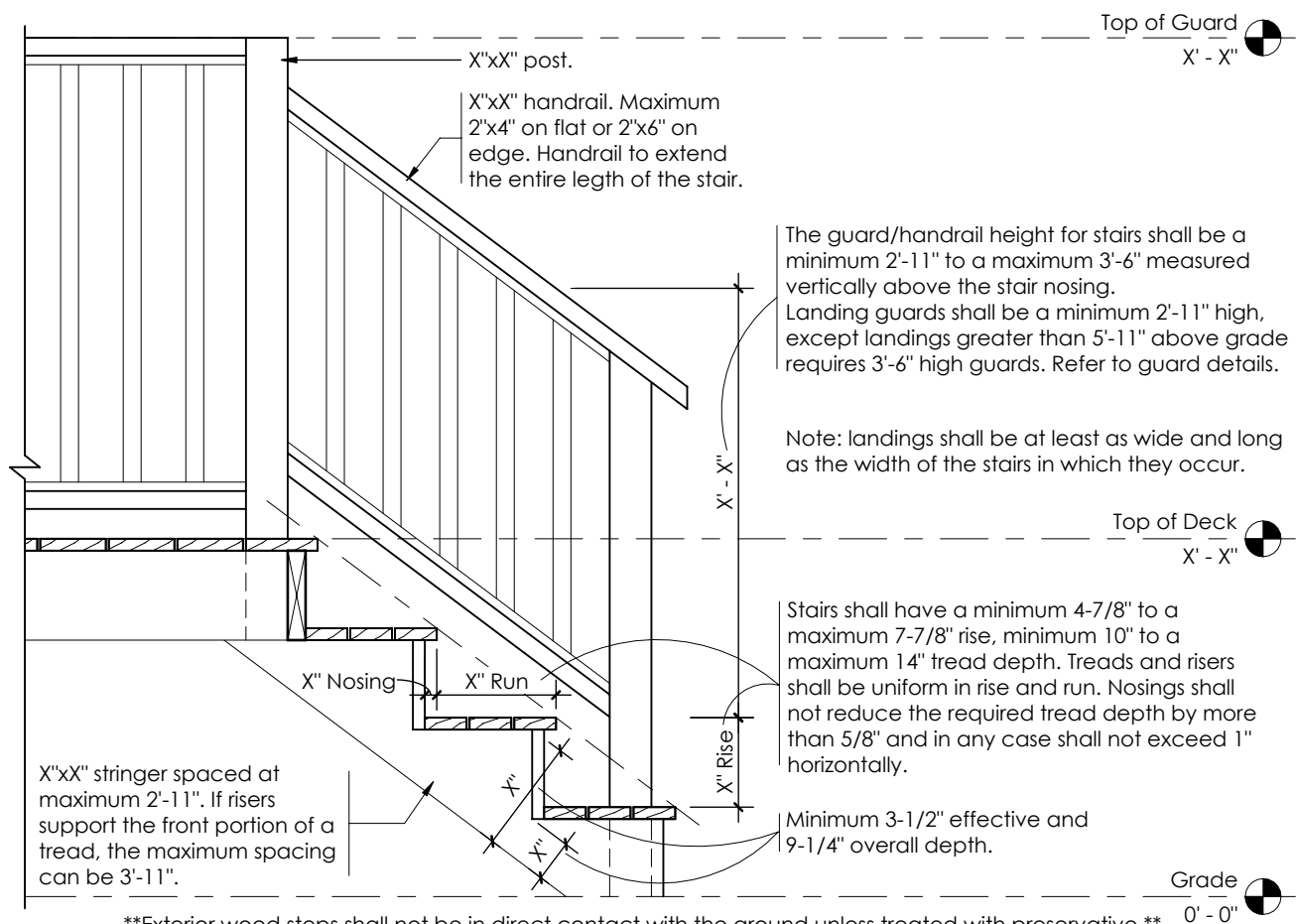


PROJECT NAME
 Sample Drawings
 (Deck)

DRAWING TITLE
 Elevation/Section

SCALE
 1/2" = 1'-0"
 DATE
 03/01/2023
 PROJECT NUMBER
 Sample

DRAWING NUMBER
 A2



Exterior wood steps shall not be in direct contact with the ground unless treated with preservative.

Deck Joists S-P-F #1 & 2	2" x 8"			2" x 10"			2" x 12"		
	Spacing - on center			Spacing - on center			Spacing - on center		
	12"	16"	24"	12"	16"	24"	12"	16"	24"
Strapping	11'-7"	11'-0"	10'-6"	13'-8"	13'-0"	12'-5"	15'-7"	14'-10"	14'-1"
Bridging	12'-6"	11'-9"	10'-9"	14'-7"	13'-8"	12'-11"	16'-5"	15'-6"	14'-6"
Bridging & Strapping	13'-2"	12'-3"	10'-9"	15'-2"	14'-2"	13'-2"	17'-0"	15'-10"	14'-9"
Deck Beams S-P-F #1 & 2	2" x 8"			2" x 10"			2" x 12"		
	Number of Members			Number of Members			Number of Members		
Supported Joist Length	2-Ply	3-Ply	4-Ply	2-Ply	3-Ply	4-Ply	2-Ply	3-Ply	4-Ply
8' - 0"	8' - 7"	10' - 1"	11' - 1"	10' - 6"	12' - 10"	14' - 2"	12' - 2"	15' - 0"	17' - 3"
10' - 0"	7' - 8"	9' - 4"	10' - 4"	9' - 4"	11' - 6"	13' - 2"	10' - 10"	13' - 5"	15' - 6"
12' - 0"	7' - 0"	8' - 7"	9' - 8"	8' - 6"	10' - 6"	12' - 2"	9' - 11"	12' - 3"	14' - 2"
14' - 0"	6' - 6"	8' - 0"	9' - 2"	7' - 11"	9' - 9"	11' - 3"	9' - 2"	11' - 4"	13' - 1"
16' - 0"	6' - 1"	7' - 6"	8' - 7"	7' - 5"	9' - 2"	10' - 6"	8' - 7"	10' - 7"	12' - 3"
18' - 0"	5' - 9"	7' - 1"	8' - 2"	6' - 11"	8' - 7"	9' - 11"	8' - 1"	10' - 0"	11' - 6"
20' - 0"	5' - 5"	6' - 8"	7' - 9"	6' - 8"	8' - 2"	9' - 5"	7' - 8"	9' - 6"	11' - 0"

Legend:
 X'-X", X" Denotes information that is required in your drawing package. This information consists of dimensions, sizes for structural elements and other materials.
 2"XX", XX

Notes:

1. Drawings are for sample purposes only and shall not be used for construction.
2. Do not submit this drawing as part of your building permit application.
3. Details submitted for review shall be drawn to a recognizable scale. (e.g. 1/2" = 1'-0" or 1" = 1'-0".)
4. Any deck structure supporting a hot tub, swim spa or pool shall be designed by a structural engineer.
5. Refer to the City of Guelph Zoning by-law for zoning requirements regarding decks, pools, swim spas and hot tubs.



PROJECT NAME
 Sample Drawings
 (Deck)

DRAWING TITLE
 Stair Details
 & Span Tables

SCALE
 3/4" = 1'-0"

DATE
 03/01/2023

PROJECT NUMBER
 Sample

DRAWING NUMBER
 A3