



Deck Construction: Project Guide

Applicable to: construction of uncovered or covered decks.

The following items must be included in your application package:

Site Plan – drawing to include;

- ☐ Property lines
- ☐ Dimension and location of proposed deck
 - ☐ Location and size of windows and doors (if applicable)
 - ☐ Label direction of roof trusses (if applicable)
- ☐ Show north direction arrow
- ☐ Roads and any drainage/irrigation ditches
- ☐ Placement of current home, garage, and other buildings on property

All zoning districts within the Rural Municipality shall have decks set back from all property lines as follows:

- 0.45 m (1.5 feet)

Within the Organized Hamlet of Crystal Lake, decks shall be set back from all property lines as follows:

- Uncovered: 0.45 m (1.5 feet)
- Covered: 1.5 m (restrictions may apply)

- ☐ Submission Details Form (Refer to page 2)
- ☐ Aquatic Habitat Protection Permit (if required)
- ☐ Deck Drawings
 - ☐ Plan View
 - ☐ Elevation View

Other requirements that may need to be included in your application package:

- ☐ Engineered drawings (stamped drawings)
 - All screw piles required to be designed by an engineer.
- ☐ Structural commitment letter for field review
 - Required for a structural design completed by an engineer.

Additional Resources

National Building Code (referred to as NBC) references are provided throughout the document.

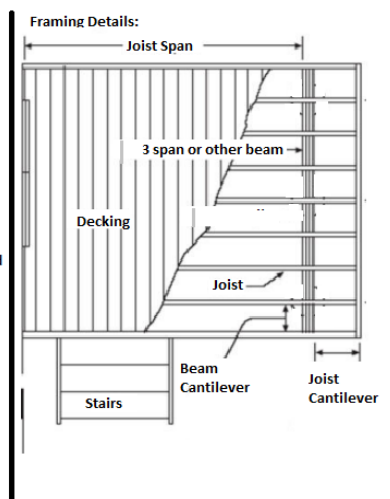
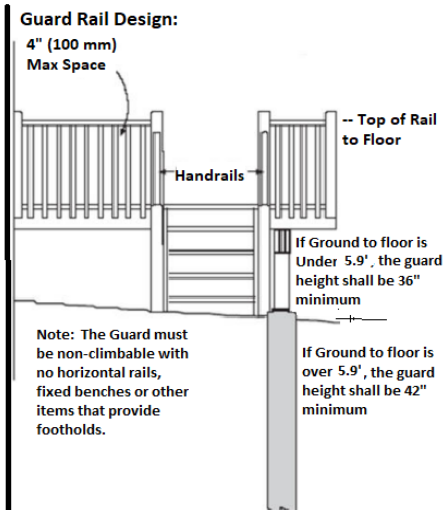
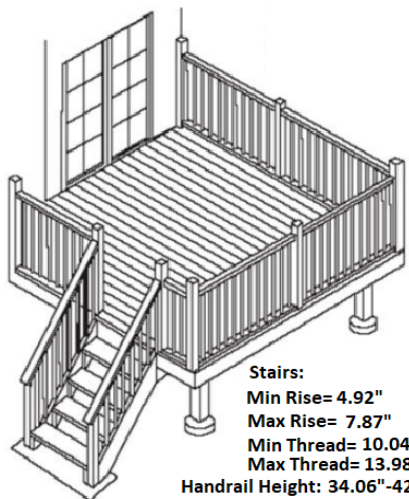
Canadian Wood Council has developed a guide to help support designing exterior wood decks.



SUBMISSION DETAILS FORM

Complete the form below and submit with your application.

Deck Information		Foundation
Type of Deck: ☐ Uncovered ☐ Covered	Deck Information: Length (m) _____ Width (m) _____ Height (m) _____	☐ Concrete block and pad ☐ Concrete Piles: Depth (m) _____ Diameter (mm) _____ ☐ Screw piles ☐ Other – please provide details on drawings
1) For multi-level, multiple beams and/or irregular shape decks, or decks of unconventional material, provide construction drawings for review. 2) Decks > 1.8m (6ft) require a foundation to be designed by Engineer. 3) Screw piles must be designed by Engineer.		



Decks over 4 feet above ground level must have foundations that go beyond the frost level
 If using Piles, a certified engineer must approve foundation plans.

Joist	Beams & Posts
Joist Span: _____	Beam Size: _____
Joist Size: _____	Materials Used: _____
	Post Spacing: _____

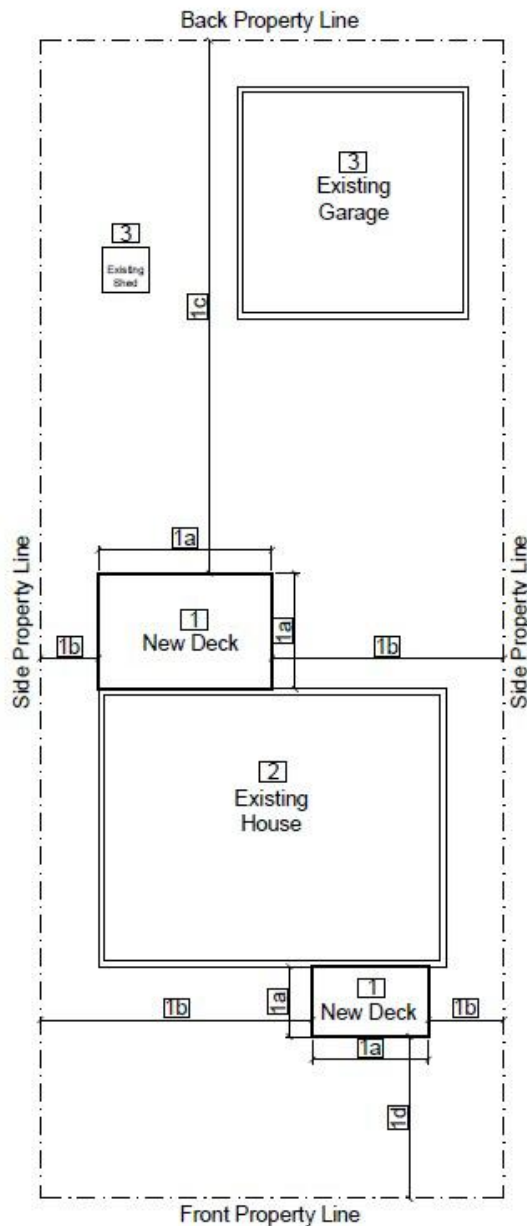
Stairs	Rails
Stair Rise: _____	Guardrail Height: _____
Stair Tread: _____	Handrail Height: _____
Stair Materials: _____	Material Used: _____



INFORMATION PACKAGE

To assist you in assembling your application, we have created a sample site plan to reference.

SAMPLE SITE PLAN



Details to be shown on plans:

1. Location of proposed deck
 - 1a. Deck dimensions.
 - 1b. Distance to side property lines.
 - 1c. Distance to rear property lines.
 - 1d. Distance to front property lines.
2. Location of existing house
3. Location of existing building / structures

This project guide has no legal status and cannot be used as an official interpretation of the various codes and regulations currently in effect. Users are advised to contact the Municipal Office for assistance, as the Rural Municipality of Keys No. 303 accepts no responsibility for persons relying solely on this information.

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