

Decks

A building permit is required for a deck that is over 24 inches above grade at any point, or if the deck has a roof structure.

Building permit application submission requirements:

In many instances, before a building permit application can be processed and a permit issued, there are other approvals from other agencies that are required. These approvals are not administered by the Building Division and are required as part of a complete application package. Please consult the applicable law checklist prior to applying for a building permit.

This checklist provides a summary of the Building Permit submission requirements for constructing a deck and has been developed for convenience purposes only. The property owner is responsible for ensuring compliance with all County of Brant By-laws, other applicable laws, and the Ontario Building Code.

- ☒ Permit applications to be filled out and signed
- ☐ Authorization form (if applicable)
- ☐ Designer information 'Schedule 1' to be filled out
 - Designer's name, Building Code Identification Number (BCIN), and signature must appear on all drawings submitted.
 - Property owners exempted from qualification must fill-in the form to specify the reason for exemption
- ☒ Site plan, including:
 - The address or roll number (beginning with 2920) of the property
 - All property lines and surrounding streets labelled
 - All proposed and existing buildings and structures on the property labelled
 - Proposed distance from all legal property lines (not street lines, sidewalks, etc.)
 - Location of septic system (if applicable) and distance to proposed building(s)
- ☒ Complete set of construction drawings drawn to scale, including:
 - **Floor Plans** (incl. overall dimensions, footing location, joist size and spacing, beam size and span, decking material, and guard post spacing)
 - **Elevations** of the deck showing footing size and depth below grade, maximum height of deck above grade, and height of guard
 - **Other Details that may be required:**
 - Details of how the deck will be attached to the building and/or supported
 - Details of the railing system
 - Stair construction details including height and depth of stair treads and headroom above stairs

- Engineered product specifications and layouts
- Helical piles information
- Cross section of the deck

☐ Grading Review

- To determine if a grading plan is or is not required for your building permit application, you can send your site plan to the Grading Department at grading@brant.ca, or contact them directly for additional information

Next steps:

- Submit the complete permit application and supporting documents through the [County of Brant website](#)
- The application is reviewed for completeness, compliance with the zoning by-law, applicable laws, and lot grading approval. Comments are provided during review to identify any outstanding requirements and to summarize all applicable fees.
- When all fees are paid, the plans are reviewed for compliance with the Ontario Building Code. The permit is issued when review is complete, and fees are paid.
- Once construction begins, inspections must be scheduled. Building inspectors review major phases of construction until occupancy and/or final is complete.

Need help?

If you have any questions, please feel free to contact us at any time, and we will assist you through the process! Call 519.44BRANT or email us at building@brant.ca

Applicable Law Checklist & Contacts

This form confirms required approvals from other agencies for the purposes of building permit issuance.

Address of Project: 33 Oak Avenue, Paris (County of Brant), Ontario	Date: 21 March, 2025
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If the answer is **yes** to any question, the relevant approval documents must be submitted with your permit application. Where any required approval has **not** been obtained, the agencies must be contacted to obtain approval, and the declaration on the bottom of this form must state accordingly.

Zoning By-Laws – Planning Division	Yes	No
Is/was relief required to permit a minor zoning variance in your proposal?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is/was rezoning required to permit the proposed building or land use?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Planning Approval – Planning Division		
Is this property regulated by Site Plan Control under Section 41 of the Planning Act?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Heritage – Policy Planning Division		
Are you demolishing a building that is listed on the County's heritage inventory?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is the building designated or in the process of being designated?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is the property located in a heritage district or study area?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Construction and Fill Permits – Grand River or Long Point Regional Conservation Authority		
Is the property located within a regulated area (i.e. abutting a ravine, watercourse, wetland, or shoreline)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Building and Land Use Permits – Ontario Ministry of Transportation		
Is the property within 45m of a highway or 180m from any highway intersection?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is the property within 400m of Highway 403 or Highway 24?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is the property within 395m of a controlled highway intersection? (applies to sign permits)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is this a major traffic generating project located within 800m of a highway?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Environmental Approvals – Ontario Ministry of Environment		
Is a Record of Site Condition required to be filed due to a change to more sensitive land use?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is the property a former waste disposal site?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is this project a major industrial, commercial, or government project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is this a renewable energy project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Does this property have a Certificate of Property Use under the Environmental Protection Act?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Agriculture and Farms – Ontario Ministry of Agriculture, Food and Rural Affairs		
Is this a farm building that will house animals or manure?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is this a milk processing plant?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Electrical Conductor Clearances – Electrical Safety Authority		
Are any overhead power lines located above or within 5.5m of the proposed building?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Clean Water Act – Development Services		
Is the property located within a Source Water Protection regulated area?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes: does a Water Source Protection Plan restrict the land use you are proposing?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Declaration - I have considered the list of applicable laws in the Ontario Building Code as described above, and do hereby declare that:

Note: Site Plan and Heritage approvals have previously been granted.

- ☐ None of these applicable law approvals apply to this project.
- ☒ Applicable laws checked 'Yes' apply to this project, and approval documents are submitted with this application.
- ☐ Applicable laws checked 'Yes' apply to this project, however all approval documents have not yet been obtained.

The information provided on this form is true to the best of my knowledge. I have authority to act on behalf of the owner, corporation, or partnership with respect to this application (if applicable).

Name:
Dwight Lander

Signature:



Date:
21 March, 2025

Applicable law contacts:

Lot Grading Department, 519.44BRANT or grading@brant.ca

Lot Grading Certification is important to keep your property and neighboring properties safe from water damage and drainage problems. Grading comments are required for every building permit application.

Planning - Development Services Department, 519.44BRANT or planning@brant.ca

Planning applications can be made online through the [County of Brant website](https://www.brant.ca/CountyofBrantWebsite). Planning must review all applications for non-residential projects and signs.

Operations Department, 519.44BRANT or operations@brant.ca

A Public Works Permit is required when work is being done in the road allowance, such as work done to an entrance/driveway or connection/reconnection to a water or sanitary sewer.

Heritage/Environmental Planning/Natural Heritage, 519.44BRANT or policy@brant.ca

Review is required if the proposed building is near a watercourse, wetland, or similar natural heritage feature, or if the property is designated as having heritage interest. Refer to the County of Brant Zoning By-law and Interactive Zoning Map to determine if this is applicable to your property.

(GRCA) Grand River Conservation Authority, 1.866.900.4722 or grca@grandriver.ca

(LPRCA) Long Point Regional Conservation Authority, 1.888.231.5408 or conservation@lprca.on.ca

Development within certain regulated conservation areas requires a permit from the conservation authority before any building permit can be issued. GRCA and LPRCA have online mapping tools to help identify if your property falls within their boundaries. If you are unsure, reach out to them directly for confirmation.

Forestry Department, 519.44BRANT or forestry@brant.ca

Forestry comments are required when building within a woodlot or woodland area, or when a tree adjacent to a natural area or within the County of Brant road allowance will be injured or destroyed.

Ontario Ministry of Transportation, 1.800.268.4686 or visit their [website](https://www.ontario.ca/ministry-of-transportation).

Ministry authorization is required for construction of all buildings, signs and entrances within certain distances of a highway or intersection. The requirement for Ministry authorization extends to 800m from a highway where development will generate major traffic, such as a shopping centre.

Ministry of the Environment, Conservation and Parks, 1.800.461.6290 or visit their [website](https://www.ontario.ca/ministry-of-the-environment-conservation-and-parks).

Ministry of Environment approvals are required where a property of industrial or commercial use is changed to more sensitive use, for major government, properties formerly used for disposal, or renewable energy projects.

Ontario Ministry of Agriculture, Food and Agribusiness and Ministry of Rural Affairs

OMAFRA regulates development on properties not within a settlement boundary, and projects requiring an MDS (Minimum Distance Separation) review. For more information, visit their [website](https://www.ontario.ca/ministry-of-agriculture-food-and-agribusiness).

Electrical Safety Authority, 1.877.372.7233 or visit their [website](https://www.esa.on.ca/).

The Ontario Building Code prohibits buildings being located beneath or within certain minimum distances of overhead electrical conductor wires, other than the power feed to the building.

Source Water Protection - Development Services Department, 519.44BRANT or sourcewater@brant.ca

Special land use restrictions may apply if a water source protection plan is in effect in the area where the building is located. Uses affected by these restrictions require the approval of the designated Risk Management Official.

Application for a Permit to Construct or Demolish

This form is authorized under subsection 8(1.1) of the *Building Code Act, 1992*

For use by Principal Authority				
Application number:		Permit number (if different):		
Date received:		Roll number:		
Application submitted to: <u>County of Brant</u> (Name of municipality, upper-tier municipality, board of health or conservation authority)				
A. Project information				
Building number, street name 33 Oak Avenue		Unit number N/A	Lot/con. N/A	
Municipality Paris (Brant)	Postal code N3L 3C6	Plan number/other description N/A		
Project value est. \$ TBD		Area of work (m ²) 11.8 m2		
B. Purpose of application				
<div style="display: flex; justify-content: space-between;"> New construction Addition to an existing building Alteration/repair Demolition Conditional Permit </div>				
Proposed use of building Single family residential		Current use of building Single family residential		
Description of proposed work Verandah addition to existing building				
C. Applicant				
Applicant is: <input type="checkbox"/> Owner or <input type="checkbox"/> Authorized agent of owner				
Last name Lander		First name Dwight		Corporation or partnership N/A
Street address 33 Oak Avenue		Unit number N/A	Lot/con. N/A	
Municipality Paris (Brant)	Postal code N3L 3C6	Province ON	E-mail [REDACTED]	
Telephone number N/A	Fax N/A	Cell number [REDACTED]		
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		

