

Permit Application Form Decks

Location of Work	Street No.:	Street Name:	Unit No.:
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APPLICANT INFORMATION: Homeowner Contractor

Homeowner Information	Homeowner's Name: (print)	Address: (if different from above)
	Email Address:	Daytime Phone No.:
Contractor Information	Company Name: (print)	Contact Person:
	Mailing Address:	Daytime Phone No.:
	Email Address:	Fax No.:

GENERAL INFORMATION:

Value of Construction:	Area of Structure:	Is Construction Access over City Property?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Deck Complexity:	<input type="checkbox"/> Multi-level or Complex <input type="checkbox"/> Single-level Non-sheltered	Do you Plan to Enclose the Deck in the Future?	<input type="checkbox"/> Yes <input type="checkbox"/> No

ADDITIONAL PERMITS:

Are you Installing a Hot Tub/Spa on the Deck? If Yes, Separate Building and Electrical Permits are Required for Hot Tubs/Spas. Provide Hot Tub Specifications, Including Weight.	<input type="checkbox"/> Yes <input type="checkbox"/> No
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DESCRIPTION OF WORK:

REQUIRED DOCUMENTATION (Select all that Apply):

Refer to the *Decks* webpage and brochure for more information on requirements.

<input type="checkbox"/>	1 copy of the Owner Statement (not required if owner is the applicant)
<input type="checkbox"/>	1 copy of the Surveyor's Building Location Certificate or detailed site plan showing: <ul style="list-style-type: none"> • property dimensions, locations and sizes of all other existing accessory structures and dimensions of the proposed deck • distances of the deck sides to the respective property lines (must comply with the zoning by-law); • distance of the rear of the deck to the rear property line (if the deck is higher than 0.61 m (2'-0"), this distance to be not less than 7.62 m (25'-0")) • for a deck with a hot tub indicate the location of the required 1.52 m (5'-0") high fencing including 1.52 m (5'-0") high self-closing and self-latching gate
<input type="checkbox"/>	1 copy of construction drawings (plans & elevations) showing: <ul style="list-style-type: none"> • the type of foundation • the size of the deck, the size and spacing of the beams, posts, and floor joists, and type of lumber
<input type="checkbox"/>	1 copy of the Wood Deck Check List (refer to page 2)
<input type="checkbox"/>	1 copy of a Professional Designer's Certificate for Housing if plans are sealed by an Engineer

SUBMISSION OPTIONS:

You may submit your application package to the Zoning & Permits Branch using one of the following options:

- Apply online at winnipeg.ca/permitsonline
- Email ppd-permit@winnipeg.ca (PDF attachment or link to online file transfer)
- CD/DVD-ROM
- 1 hardcopy package

DIGITAL SUBMISSION REQUIREMENTS (Select all that Apply):

To submit your application via email, or CD/DVD-ROM, please group the applicable PDF documents as follows:

- PDF 1** Application Form & Checklist, Owner Statement
- PDF 2** Site Plan or Surveyor's Building Location Certificate
- PDF 3** All Construction Plans/Drawings
- PDF 4** Professional Designer's Certificate for Housing

WOOD DECK CHECKLIST (Select all that Apply):

Foundation	<input type="checkbox"/> New <input type="checkbox"/> Existing	Foundation designed by Professional Engineer?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Foundation Type/Material:	<input type="checkbox"/> Concrete Pads (Not permitted if over 1.3 m (4'-3") to underside of floor joists) <input type="checkbox"/> Concrete Piers <input type="checkbox"/> Concrete Piles <input type="checkbox"/> Screw Piles (Manufacturer _____ Model # _____)	
Posting	<input type="checkbox"/> Less than 2.4 m (8'-0") o/c <input type="checkbox"/> Greater than 2.4 m (8'-0") o/c P. Eng. Seal Required		
Joist Projections	<input type="checkbox"/> 2 x 6 joists – P. Eng. Seal Required <input type="checkbox"/> 2 x 8 joists – 400 mm (1'-4") maximum allowable <input type="checkbox"/> 2 x 10 joists – 600 mm (2'-0") maximum allowable		
Beam Projection Beyond Post	<input type="checkbox"/> Less than 600 mm (2'-0") <input type="checkbox"/> Greater than 600 mm (2'-0") – P. Eng. Seal Required		
Deck Height Above Grade	<input type="checkbox"/> Equal to or less than 1.3 m (4'-3") <input type="checkbox"/> Greater than 1.3 m (4'-3")		
Guardrail Heights	<input type="checkbox"/> Deck height between 600 mm & 1.8 m (2'-0" – 6'-0") – 914 mm (3'-0") minimum required <input type="checkbox"/> Deck height over 1.8 m (6'-0") – 1.06 m (3'-6") minimum required		
Supported Joist Length (SJL) and Beam Size	<input type="checkbox"/> SJL 1.8 m (6'-0") or less – 3 ply 2 X 6 or 2 ply 2 X 8 <input type="checkbox"/> SJL 2.4 m (8'-0") or less – 4 ply 2 X 6 or 2 ply 2 X 8 <input type="checkbox"/> SJL 3 m (10'-0") or less – 3 ply 2 X 8 or 2 ply 2 X 10 <input type="checkbox"/> SJL over 3 m (10'-0") – P. Eng. Seal Required		
Joist Size, Spacing, and Maximum Span	<input type="checkbox"/> 2 X 6 at 12" o/c – maximum span cannot exceed 3.07 m (10'-1") <input type="checkbox"/> 2 X 6 at 16" o/c – maximum span cannot exceed 2.79 m (9'-2") <input type="checkbox"/> 2 X 6 at 24" o/c – maximum span cannot exceed 2.39 m (7'-10")		
	<input type="checkbox"/> 2 X 8 at 12" o/c – maximum span cannot exceed 4.01 m (13'-2") <input type="checkbox"/> 2 X 8 at 16" o/c – maximum span cannot exceed 3.71 m (12'-1") <input type="checkbox"/> 2 X 8 at 24" o/c – maximum span cannot exceed 3.10 m (10'-2")		
	<input type="checkbox"/> 2 X 10 at 12" o/c – maximum span cannot exceed 5.13 m (16'-10") <input type="checkbox"/> 2 X 10 at 16" o/c – maximum span cannot exceed 4.29 m (14'-1") <input type="checkbox"/> 2 X 10 at 24" o/c – maximum span cannot exceed 3.81 m (12'-6")		

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