

CALL BEFORE YOU DIG!
Contact Alberta 1st Call at
1-800-242-3447 concerning utility
and service location.

DO I REQUIRE A DECK PERMIT?

Uncovered decks less than 0.6m from grade do not require a permit but must still adhere to setback requirements.

A covered or enclosed deck is considered an addition to the existing structure to which it will be attached and will require a development permit.

SETBACK REQUIREMENTS

The setback requirements are based on the applicable zoning district that the principal dwelling is located.

You cannot determine your property line by measuring from a sidewalk, lane or based on an existing fence. You must determine your property line through a survey or by locating your survey pins. Once you determine where your property line is, measure the setbacks from the property line.

QUESTIONS? WE'RE HERE TO HELP!

Planning and Development staff will be happy to assist you with all your questions and concerns.

This brochure has no legal status and cannot be used as an official interpretation of the various regulations currently in effect. Users are advised to contact Planning and Development Services for more information. The City of Camrose accepts no responsibility for persons relying solely on this information

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Deck Permit





WHAT DO I NEED TO BRING IN WITH ME WHEN I APPLY FOR THE PERMIT?

- Completed Deck Permit Application Form;
- Required Fee—as per the current City of Camrose Fees and Charges Bylaw;
- Site plan showing where the proposed deck will be located in relation to the property boundaries. We recommend using an existing Real Property Report, if you do not have one available, please check with our Planning and Development Department, as we may have one on file. Your site plan is required to show:
 - Property dimensions,
 - Location of the proposed deck including its dimensions and distance from property lines,
 - Dimensions of existing structures.
- Elevation drawing or cross section showing the height of the deck and deck railings;
- Owner's Authorization (if you are not owner of the property)

Please Note: Gas Meter and/or gas shut off cannot be located under a deck.

HOW DO I KNOW THE LOCATION OF MY PROPERTY LINE?

There are two ways to determine the location of your property line. If you have a Real Property Report, you can use the measurements indicated on the survey to determine the distance to the property line from existing structures. If you do not have a Real Property Report you will need to locate the property pins. To do this you need to get a plan map from the Planning and Development Department at the City of Camrose. If you are unable to locate your pins, you may wish to hire a surveyor to stake your property boundaries.



PROCESSING TIME

Processing times vary, depending on the number of certificates being requested. A minimum of five to ten working days should be allowed for a compliance application to be reviewed.

A Development Office will review the application according to the City of Camrose Land Use Bylaw. If approved, a development permit will be issued, usually within one to five business days depending on workload and staff availability.

The application is then reviewed by a Safety Codes Officer to prepare a building permit.