



Residential Deck Permits
2020

Town of Bassano

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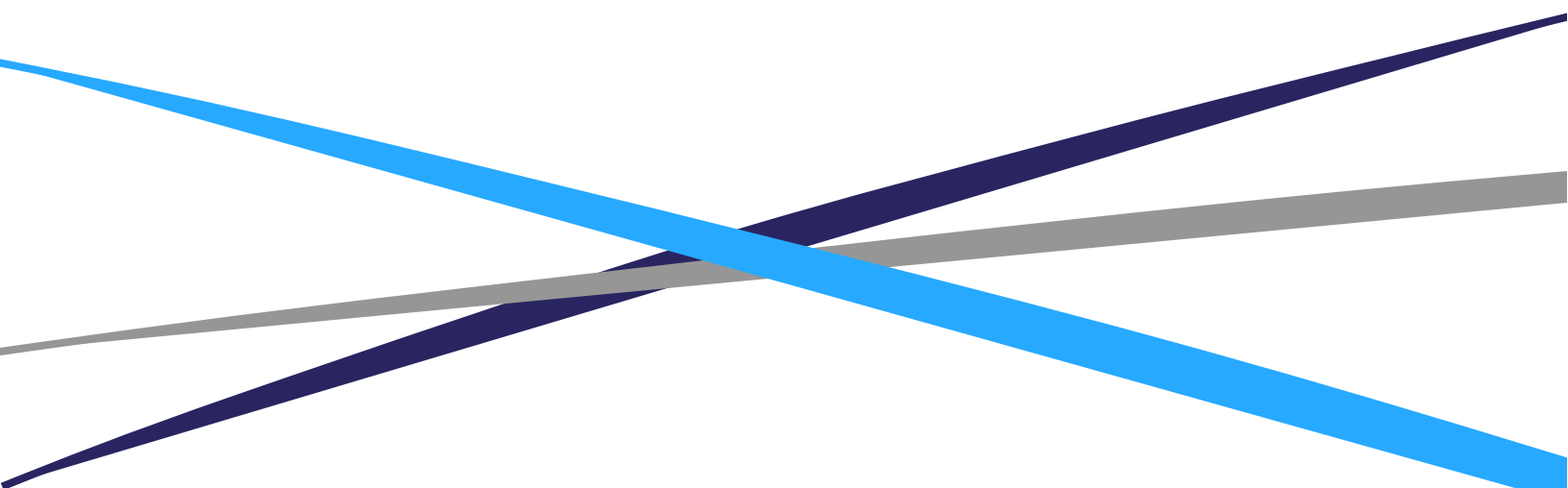
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When is a deck permit required?

A development permit is required for decks in the residential district if:

- The deck will be greater than 2 feet in height.
- If the deck is covered.

When is a deck permit NOT required?

A development permit is NOT required for decks in the residential district if:

- The deck is less than 2 feet in height pending the development meets the minimum setback requirements outlined below (general information about decks provisions).



General Information About Decks

- Decks must meet the minimum setbacks, be within the maximum lot coverage, and meet height restrictions outlined in the Land Use Bylaw. If the deck is attached to the home (primary building) it becomes part of the primary building footprint on the site plan.
- Decks must be located in a manner to preserve the privacy of adjacent properties.

Land Use Districts	Specific Use	Minimum Setbacks							
		Front		Secondary Front		Side		Rear	
		m	ft	m	ft	m	ft	m	ft
R1	Single unit, dwelling ^(a)	7.6	25	3.8	12.5	1.5	5	4.5	15
	2 unit	7.6	25	3.8	12.5	1.5	5	4.5	15
	Accessory building	7.6	25	3.8	12.5	1.5	5	1.5	5
	All other uses	As required by the MPC							
R2	Single unit, dwelling ^(a)	7.6	25	3.8	12.5	1.5	5	4.5	15
	2 unit	7.6	25	3.8	12.5	3.0	10	4.5	15
	3-unit & 4-unit	7.6	25	3.8	12.5	3.0	10	4.5	15
	Row (interior unit)	7.6	25	common wall		common wall		4.5	15
	(end unit)	7.6	25	3.8	12.5	3.0	10	4.5	15
	Apartment	7.6	25	3.8	12.5	3.0	10	4.5	15
	Senior citizen housing	7.6	25	3.8	12.5	3.0	10	4.5	15
	Accessory building	7.6	25	3.8	12.5	1.5	5	1.5	5
All other uses	As required by the MPC								
RM	Single unit, dwelling ^(a)	7.6	25	3.8	12.5	1.5	5	4.5	15
	Manufactured home	7.6	25	4.5	15	1.5	5	4.5	15
	Manufactured home community	As required by the Development Authority							
	Accessory building	7.6	25	3.8	12.5	1.5	5	1.5	5
	All other uses	As required by the MPC							

How to Apply for a Deck Permit

Permitted Use

The applicant must complete a Residential Development Permit application and include a detailed one-dimensional site plan of the proposed development. The site plan must include:

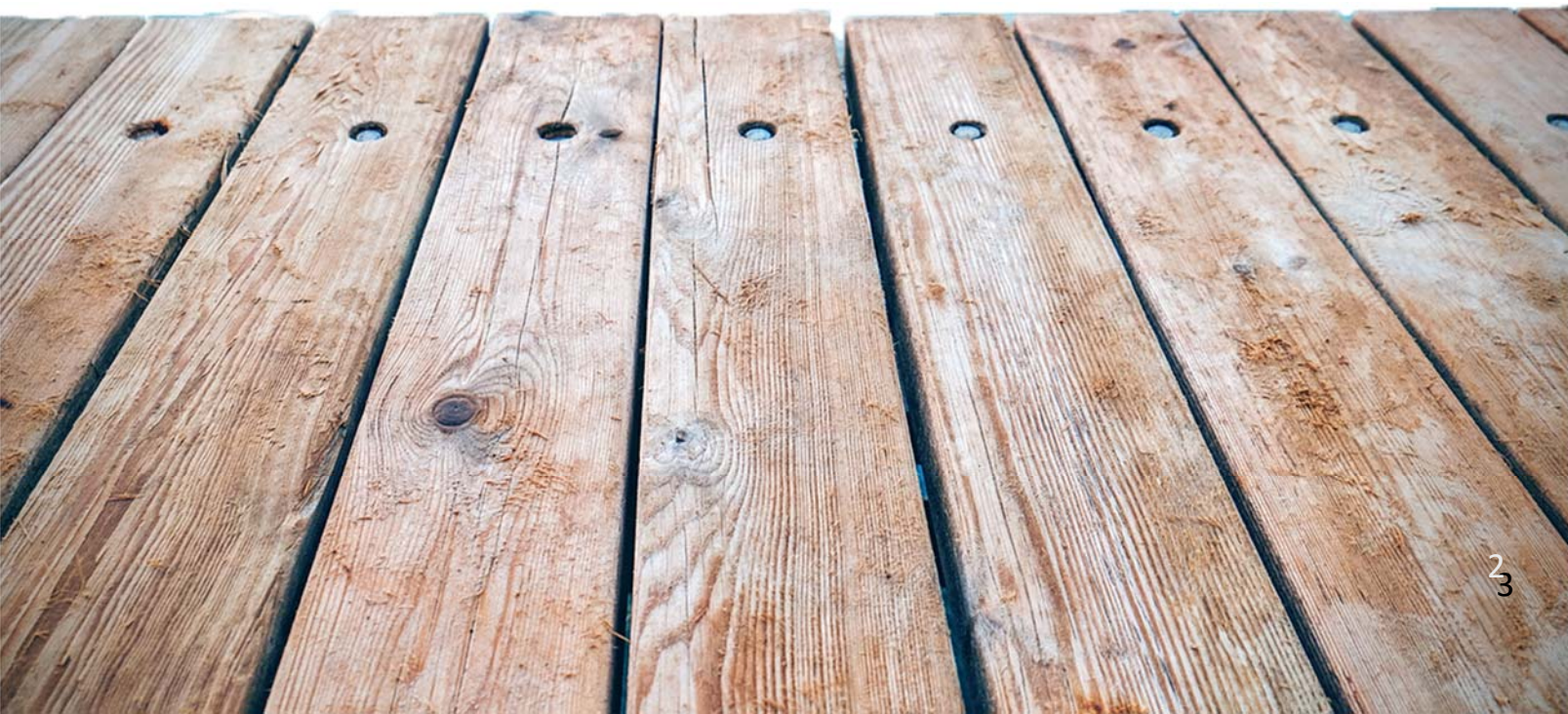
- A civic address and north arrow.
- All building and structures on the property. The size of the buildings must be listed (e.g. 40' x 20' house).
- The distances between all buildings and structures from the front, side, and rear property lines.
- The proposed location of the deck, the deck material, the height of the deck and the variance requested.

Variance

In some cases, an applicant may request a variance to construct a deck. For example, the applicant may not meet the minimum setback requirements outlined in the bylaw (general information listed above provisions listed below). If so, an applicant must complete a Residential Development Permit application and include a detailed site plan of the proposed development clearly outlining the requested variance. The site plan must be one dimensional and include:

- A civic address and north arrow.
- All building and structures on the property. The size of the buildings must be listed (e.g. 40' x 20' house).
- The distances between all buildings and structures from the front, side, and rear property lines.
- The proposed location of the deck, the deck material, the height of the deck.
- The variance being sought.

An application for a variance is referred to the Municipal Planning Commission for consideration. There is no guarantee that a variance request will be approved.



Submission Checklist

Use the checklist provided to confirm that you have met the minimum requirements to submit your development permit application for a deck.

Permitted Use Checklist

	Fill out the Residential development permit application in its entirety.
	Complete a one-dimensional site plan that addresses all principal and accessory structures (including distance from the front, side and rear property lines plus distance between structures).
	Provide details on the site plan regarding deck (ie. materials, heights).
	Submit your development permit application with the applicable fee to the Town of Bassano's development officer for processing.

Use the checklist provided to confirm that you have met the minimum requirements to submit your development permit application for a deck if you are requesting a variance.

Variance Application Checklist

	Fill out the Residential development permit application in its entirety.
	Complete a one-dimensional site plan that addresses all principal and accessory structures (including distance from the front, side and rear property lines plus distance between structures).
	Provide details on the site plan regarding deck (ie. materials, heights)
	State the variance being sought.
	Submit your development permit application with the applicable fee to the Town of Bassano's development officer for processing.

Additional Information

- The information presented in this package is subject to change. The information provides a general overview and may not address every development matter. It is intended to be used as a guideline. There are other aspects of the LUB that may impact your development. Always remember to request a preliminary meeting with the development officer prior to submitting a development permit application.
- Residential developments could be impacted by other statutory plans as a result of their proposed location to include (but not limited to), the Municipal Development Plan and the Inter-Municipal Development Plan.
- Your development may also be impacted by other legislation governed by provincial or federal regulators such as Alberta Transportation or Alberta Environment and Parks. It is your responsibility to ensure that any other legislation is reviewed in advance to prevent delays in your development. Obtaining a development permit from the Town is once step in the overall process.
- All construction sites must be secured. Excavations must be fenced, and precaution signs posted. Unauthorized personnel are not permitted on construction sites. Contractors are reminded that members of the general public do not represent municipal employees and are not permitted to be onsite.
- A civic address is required on the front and rear of all properties in accordance with the Town’s Fire Bylaw.



Fees

Residential

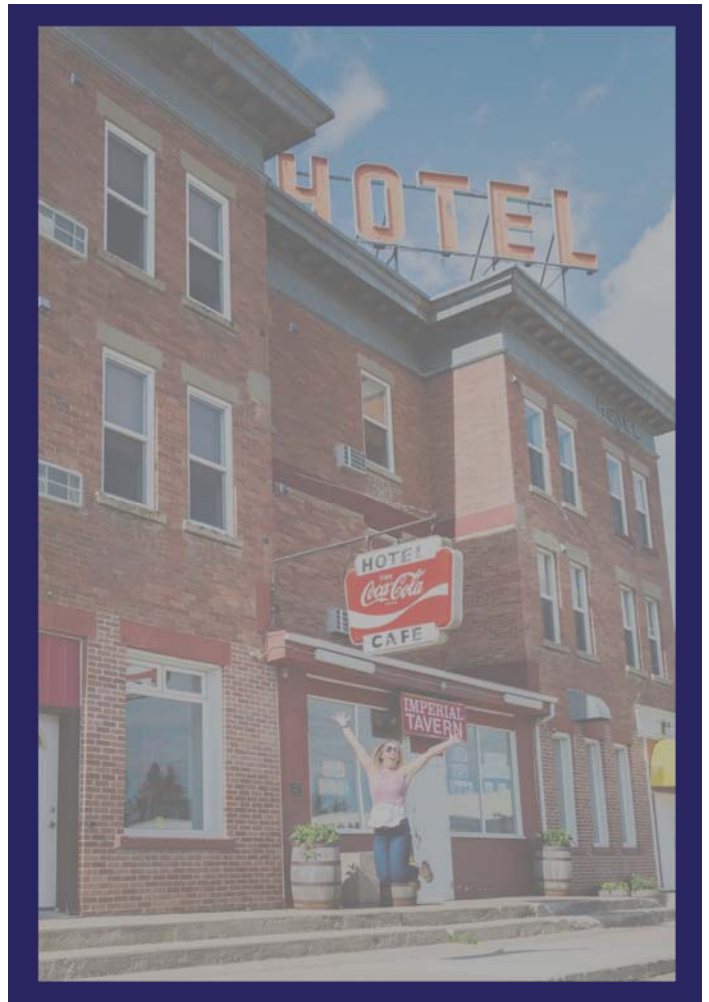
Permitted Use Application	\$50.00
Requesting a Variance	\$150.00

Additional fees for commencement of a development without a permit are applicable.

The turnaround time on development permit applications is dependent upon the completeness of your application. Therefore, all applicants are encouraged to set up a preliminary meeting with the development officer prior to submitting a development permit application so that any questions may be answered in advance – this saves us all time, money and energy.

Business License

- If you are operating a business in the Town of Bassano, you must obtain a business license from the Town and pay the applicable fee to operate. Business licences are valid for one-year (January 1 – December 31) regardless of when you purchase the license.
- Business license fees \$70.00 for in-town/local businesses and \$120.00 for out of town businesses.
- All contractors and subcontractors are required to obtain a business licence from the Town prior to the commencement of any work.



Other Permits

Once you have received an approved **Development Permit** you are required to submit discipline permits to Superior Safety Codes:

- Building permit application
- Electrical permit application (if applicable)
- Plumbing permit application (if applicable)
- Gas permit application (if applicable)
- Sewer permit application (if applicable)

Superior Safety Codes enforces the Alberta Building Code on behalf of the Town of Bassano. All discipline permits have associated fees. For information on the Alberta Building Code, or to apply for discipline permits:

P: 1-866-999-4777

E: info@superiorsafetycodes.com

W: superiorsafetycodes.com

Development takes time. The Town of Bassano is committed to working with all investors to ensure the development process is as seamless as possible. This requires open communications from the start of the process until the end of the process.

Development Officer Contact Information

Town of Bassano

Attention: Amanda Davis

502 – 2nd Avenue

P.O. Box 299

Bassano, AB T0J 0B0

P. 403-641-3788

E. cao@bassano.ca

W. www.bassano.ca

R. Land Use Bylaw (LUB) 845/13

“Our vision is to be the most attractive and affordable urban community under 2,500 in Alberta where industry leaders want to invest, where tourists come for a new experience, and where people choose to live, work and play.”