



**City of Timmins**  
**Small Accessory Structure/Temporary Tent Shelter**  
**Permits**  
**By-Law 2016-7898 as amended**



**Application for Small Accessory Structure /Seasonal /Yearly Temporary Tent Shelter Permits**

<b>Permit Type</b>	Small Accessory Structure <input type="checkbox"/> under 161 square feet Temporary Tent Shelter <input type="checkbox"/> Yearly <input type="checkbox"/> Seasonal <input type="checkbox"/> Renewal
<b>Application Date</b>	
<b>Applicant's Name</b>	
	<input type="checkbox"/> Property Owner <input type="checkbox"/> Tenant – <i>Letter of Consent from owner must be provided</i>
<b>Address</b>	
<b>Address for Permitting</b>	
<b>Phone Number</b>	
<b>Email Address</b>	

**Applicant Declaration**

**I, the undersigned applicant, hereby certify that:**

1. I acknowledge that the statements contained in this small accessory structure/ temporary tent shelter permit application are true and make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the *Canada Evidence Act*.
2. I am familiar with the terms and provisions of the 2016-7898 By-Law of the Corporation of the City of Timmins relating to small accessory structures and temporary tent shelters in respect to which this application is being made.
3. I shall comply with the terms and conditions of such By-Law.

- 4. I understand that I am not permitted to erect a small accessory structure or temporary tent shelter in the City of Timmins with respect to which this application for permit is being made unless and until this application has been approved by the Council of the Corporation of the City of Timmins and/or the Licensing Officer and the necessary permit issued.
  
- 5. I understand that if any of the information included in this application is deemed to be incorrect or falsified after the issuance of the permit, the permit shall be immediately revoked.

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Applicant Signature

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Date

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**FOR OFFICE USE ONLY**

- Scanned into Laserfiche
- Entered into MaintStar
- Assigned to Supervisor of Enforcement Services
- Paper permit filed

Application Approved       Application Denied

Approved by: By-Law Dept. \_\_\_\_\_  
(signature)

Notes:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# SITE PLAN

Please use checklist to ensure all necessary information is included in drawing



Dimensions of:

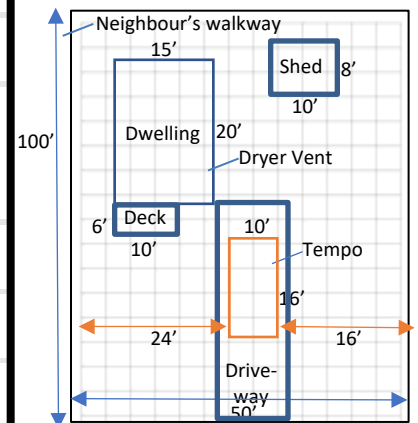
- Property
- Shelter
- Sheds/Garages
- Dwelling

Location of:

- Driveway
- Walkways/Vents
- Property Lines

Distances from:

- Property Lines
- Structures



## Typical setback and maximum lot coverage requirements:

### Yearly/Small Structures:

- Side yard – 3 feet
- Rear yard – 4 feet
- Front yard - 25 feet
- Maximum Lot coverage 35%

### Yearly/Small Structures – Corner Lots:

- Side yard – 11.5 feet
- Rear yard – 4 feet
- Front yard - 25 feet
- Maximum Lot coverage 35%

The side and rear lot setbacks apply to **seasonal temporary structures**. The front setback may not apply, it is determined on a case by case basis. In the event that a temporary structure interferes with snow removal operations, the structure may be removed. The City will not be responsible for any costs associated with the removal or damages that may result from snow removal operations. For relief from the setback or lot coverage, please contact the planning department. An application can be made to the Committee of Adjustment.