



**OFFICE OF THE  
CHIEF ADMINISTRATIVE  
OFFICER**

February 12<sup>th</sup>, 2018

Notice to Residents - Shipping Containers

In late 2017, the Township conducted an investigation following a complaint that shipping containers were being located within the community, in contravention of the Zoning By-Law which limited shipping containers to the industrial zone. The issue has been reviewed with Council and Public Meetings were held on November 13<sup>th</sup> and 27<sup>th</sup>, 2017 and January 8<sup>th</sup>, 2018 to receive input from residents and a professional land-use planner.

On January 22<sup>nd</sup>, 2018, Council passed a Zoning By-Law Amendment to remove all reference to Storage Containers from the Zoning By-Law and to instead manage them under the Ontario Building Code. The Ontario Building Code Commission provided a ruling that shipping containers are considered 'buildings' under Section 1(1) of the Ontario Building Code Act. For this reason, it is necessary for property owners who are intending to install shipping containers on their property to make an application for a Building Permit. It should be noted that any modifications to a shipping container for door or window openings, the addition of a roof or other attachments will require an engineer's report before the building permit may be closed. Most containers will not require a foundation. For more information on Building Permits, please contact the Chief Building Official, Mr. Boulos Gad, at 705-864-1330.

While shipping containers are now permitted in all zones within the Township of Chapleau, they are subject to some restrictions and require property owners to follow a process which includes

- 1) Pre-Consultation
- 2) Site Plan Control; and
- 3) Building Permit.

Pre-Consultation is an opportunity for the applicant to present and discuss the development proposal with relevant staff, and for staff to clarify the application process, provide preliminary comments on the proposal, and identify any key issues and supporting information/materials that must be submitted with the planning application in order to be considered a complete application under the *Planning Act*.



Site Plan Control applies to all new Building Permit Applications for shipping containers, and may require aesthetic improvements to control how the container looks, if it should be visually screened and where it should be located on the property. Please note that lot coverage and property line setbacks requirements still apply.

In order to recover costs incurred by the Township for administering this process, a fee of \$500 applies to Pre-Consultation and \$250-\$500 for Site Plan Control depending on the complexity of the request. Forms are available online at [www.chapleau.ca](http://www.chapleau.ca) under Township Services > Forms and Applications > Building & By-Law.

Please contact this office to arrange for a Pre-Consultation meeting.

Yours truly,

Chelsea Swearngen  
CAO