

**THE RURAL MUNICIPALITY OF PINEY**

**“Temporary Structure Deposit Policy”**

\*\*\*\*\*

**Subject: Temporary Structure Deposit Policy**

**Effective Date: March 13, 2019**

**Replaces Policy: New**

**Resolution No.: 68                      Resolution Date: March 12, 2019**

\*\*\*\*\*

**A. PURPOSE:**

This Policy provides the framework for the use of a structure that will remain on a property for a short fixed period of time, not exceeding three (3) months. A deposit will be required for any temporary structure placed on a property.

Any request to deviate from these guidelines and specifications or appeal a decision must be forwarded, in writing, to the Chief Administrative Officer at The Rural Municipality of Piney, Box 48, Vassar, MB R0A 2J0. Telephone No. 1-204-437-2284.

The party requesting the change shall clearly outline their justification for the deviation and their proposed change(s). It is the responsibility of the applicant to adequately explain the reason for their application.

Any costs incurred by the Municipality to arrange for necessary technical analysis to review proposed changes shall be borne by the party requesting the deviation.

Only replies in writing from the Chief Administrative Officer of the Rural Municipality of Piney shall be considered as being valid authorization to proceed with the alterations as documented in the reply.

## **B. POLICY:**

The following terms are intended to provide the Municipality with basic guidelines to the use of a property for adding a structure that will remain for a short fixed period of time and be defined as temporary under the municipalities Zoning By-Law.

### **i. New Temporary Structures**

All new temporary structures must be approved by the Rural Municipality of Piney prior to the structure being moved onto the property. Applications to move on a temporary structure will be done on the approved form here attached as Schedule "A" and provided to the RM Administration Office in Vassar a minimum of fourteen (14) days prior to the structure being moved.

Each temporary structure moved onto a property will require a \$500.00 deposit per structure, a \$35 application fee and must include a site plan for the affect property which conforms with the "Building Permit Site Plan Policy" of the Rural Municipality of Piney.

The re-fundable deposit of \$500.00 is due at time the application is filed. This amount will be refunded back to the applicant once the municipality has received proof that the temporary structure was removed within the fixed period of time of three (3) months. If the structure is not removed within three (3) months, the \$500.00 deposit will not be refunded to the applicant.

Upon receiving the application and corresponding refundable deposit, the RM will sign and return the application with the specifications required.

Once the temporary structure has been removed from the property on or before the three (3) month period of time, the applicant must contact the RM for a final inspection and to be refunded the deposit amount. All temporary structures are to receive a final inspection in order to apply for the \$500 refund.

If the applicant cannot meet the short fixed period of three (3) months, a written request can be issued by the applicant for another three (3) months. All written time extension requests must be received by the RM office before the initial three (3) month deadline. This request will then be taken to the RM of Piney office to confirm approval for the time extension.

Council of the RM of Piney hereby delegates to the CAO the authority to refund temporary structures deposits when the following conditions have been met:

- i) Temporary Structure Application (Schedule A) has been filed and is accompanied by a \$500.00 deposit;
- ii) The RM has signed off on said Temporary Structure Application;
- iii) The RM has been notified that the temporary Structure has been removed from the property and it is ready to receive a final inspection in order to receive a refund of the \$500.00 deposit.
- iv) Where the applicant has the desire to change the use of the temporary structure to a permanent structure and has filed all the necessary building permit applications, has been issued a building permit by the Municipal Building Inspector and associated fees have been paid.

**ii. Un-Approved Temporary Structures**

Unapproved temporary structures must have an application and deposit filed with the RM Office within fourteen (14) days of receiving written notification from the RM. The deposit and application fee for unapproved structures will be twice the amount of the initial deposit required.

This policy may be amended from time to time by resolution.

**Schedule "A"**  
**Rural Municipality of Piney**  
**Temporary Structure Application**

Permit No. \_\_\_\_\_ Description: \_\_\_\_\_  
Owner's Name: \_\_\_\_\_ Civic Address: \_\_\_\_\_  
Legal Description: Lot \_\_\_\_\_ Block \_\_\_\_\_ Plan# \_\_\_\_\_ Roll # \_\_\_\_\_

---

Applicant Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_ (home) \_\_\_\_\_ (work)

**Details:**

**Type of Structure:** \_\_\_\_\_

**Dimensions of Structure:** \_\_\_\_\_

**Fee: \$35.00 Application Fee & \$500.00 Refundable Deposit      Receipt # \_\_\_\_\_**

**Indemnity Clause for Temporary Structure Application**

I undertake to observe and perform the provisions of all Provincial statutes or regulations, and the applicable by-law or by-laws, schemes and regulations or order or agreements and plans continued in force in the RM of Piney affecting said land; and all specification or instructions issued by the duly authorized officers of the Municipality in respect of the work incidental to the subject matter of this application and to indemnify the Municipality against all losses, costs, charges or damages cause by or arising out of anything done pursuant to any permit issued under this application.

Date: \_\_\_\_\_ Applicant Signature: \_\_\_\_\_

**Valid for three (3) months from the date of RM of Piney approval.**

---

Permission is hereby granted to \_\_\_\_\_  
to place a temporary structure on said property for a short fixed period of time, not exceeding  
three (3) months.

This application is hereby approved subject to the conditions set out herein.

\_\_\_\_\_  
**Authorized Signature**

\_\_\_\_\_  
**Date**

**Removal of structure inspection and final acceptance, approval for the return of the deposit.**

\_\_\_\_\_  
**Authorized Signature**

\_\_\_\_\_  
**Date**