



# THE CORPORATION OF THE CITY OF TIMMINS Committee of Adjustment Agenda

*Monday, July 20, 2026 at 4:00 p.m.*

*Council Chambers*

*City Hall*

220 Algonquin Blvd. East, Timmins, Ontario

**Committee Members:** George Hughes  
Gord Cowie  
Pierre Corbeil  
Randy Pickering  
Scott Bragagnolo  
Philippe H. Hamann  
Eileen Zajac  
Elijah Odigie

**Staff:** Kylie Krcel, Assistant Secretary-Treasurer  
Nicola Alexander, Intermediate Planner  
Dave St. Onge, Community Development Planner

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## 1. DECLARATION OF PECUNIARY INTEREST

## 2. ADOPTION OF MINUTES

3 - 14

### a) Resolution

THAT the following Minutes of the Timmins Committee of Adjustment be adopted as presented:

Minutes of the regular meeting held on June 22, 2026.

## 3. APPROVING THE ACTIONS OF THE SECRETARY TREASURER REGARDING NOTIFICATION OF THE APPLICANTS

### a) Resolution

THAT the Committee does hereby approve the actions of the Secretary-Treasurer with regard to notification respecting the following applications:

A-31-26 Ronald & Suzanne Gosselin - AGENT:  
Ron Gosselin Jr.

A-32-26 Erik Robichaud - AGENT: Brandon Perry

A-33-26 Tyler Bertrand - AGENT: Keenan

**4. APPLICATIONS**

- 15 - 26 a) Hearing of a Minor Variance Application Submitted by Ronald & Suzanne Gosselin - A-31-26 - AGENT: Ron Gosselin Jr.
- 27 - 37 b) Hearing of a Minor Variance Application Submitted by Erik Robichaud - A-32-26 - AGENT: Brandon Perry
- 38 - 48 c) Hearing of a Minor Variance Application Submitted by Tyler Bertrand - A-33-26 - AGENT: Keenan Bertrand

**5. OTHER MATTERS**

**6. ADJOURNMENT**

a) Meeting Adjournment

BE IT RESOLVED THAT this meeting adjourn at  
p.m.



THE CORPORATION OF  
THE CITY OF TIMMINS  
**Committee of Adjustment Minutes**  
Monday, June 22, 2026 at 4:04 P.M.

*Council Chambers*  
*City Hall*  
220 Algonquin Blvd. East, Timmins, Ontario

**PRESENT:** Gord Cowie  
Philippe H. Hamann  
Randy Pickering

**ABSENT:** Eileen Zajac  
Elijah Odigie  
George Hughes  
Pierre Corbeil  
Scott Bragagnolo

**STAFF:** Kylie Krcel, Assistant Secretary- Treasurer  
Nicola Alexander, Intermediate Planner  
Cindy Welsh, Manager of Planning

The following is a summary of items discussed. Please advise the writer of any errors or omissions within 24 hours (1 business day)

1. **DECLARATION OF PECUNIARY INTEREST**  
There were no declaration of pecuniary interest.

2. **ADOPTION OF MINUTES**

a) **Resolution**

**26-050**

**Moved by Philippe H. Hamann**  
**Seconded by Gord Cowie**

THAT the following Minutes of the Timmins Committee of Adjustment be adopted as presented:

Minutes of the regular meeting held on May 25, 2026.

**CARRIED**

**3. APPROVING THE ACTIONS OF THE SECRETARY TREASURER REGARDING NOTIFICATION OF THE APPLICANTS**

**a) Resolution**

**26-051**

**Moved by Gord Cowie**

**Seconded by Philippe H. Hamann**

THAT the Committee does hereby approve the actions of the Secretary-Treasurer with regard to notification respecting the following applications:

- A-28-26 Pamela Pecjak-Eden & Lance Eden
- A-25-26 Mathieu Legault
- A-26-26 Was Real Properties - AGENT: Jeff Shippam
- A-27-26 Shukrana SM Properties Inc.
- A-29-26 Ginette Clouthier - AGENT: Marc Leroux
- A-30-26 Kim & Sharon Lavergne - AGENT: Mario Vandal
- B-10-26 Kim & Sharon Lavergne - AGENT: Mario Vandal

**CARRIED**

**4. APPLICATIONS**

**a) Hearing of a Minor Variance Application Submitted by Pamela Pecjak-Eden & Lance Eden - A-28-26**

Pamela Pecjak-Eden and Lance Eden were in attendance to support the minor variance application. There was no one else present to speak for or against the application.

**26-052**

**Moved by Philippe H. Hamann**

**Seconded by Gord Cowie**

THAT minor variance application no. A-28-26 received from Pamela Pecjak-Eden & Lance Eden respecting Robb Township, MC P32550 PT MC P6811 PT SR LOC AL 837A and RP 6R9097 PT Part 4 RP 6R9260 Part 1 (Roll #: 5627-010-130-06900) known municipally as Kamiskotia Road, Timmins requesting the following variance:

- An application has been made to permit retention of accessory structures by deferring the issuance of a building permit for a proposed single detached dwelling to June 1, 2028.

be approved, in accordance with the submitted sketch and subject to the following comments, reasons and conditions:

**Comments:**

The City of Timmins Planning Division is of the opinion that the minor variance meets the four prescribed test set out in Section 45 (1) of the Planning Act with the following condition:

1. THAT the applicant shall obtain a building permit for the proposed single detached dwelling prior to June 1, 2028, or the accessory structures shall be removed from the subject lands and the subject lands shall be restored to their original condition.

The Public Works and Environmental Services Department has no objections.

The Manager of Engineering has no objections.

The M.R.C.A. has no objections.

**Reasons:**

The Committee of Adjustment agrees with the Planning Division comments and conditions and is of the opinion that the minor variance meets the four prescribed test set out in Section 45 (1) of the Planning Act.

The Committee of Adjustment agrees with the Public Works and Environmental Services Department comments.

The Committee of Adjustment agrees with the Manager of Engineering and M.R.C.A. comments.

**Conditions:**

1. THAT the applicant shall obtain a building permit for the proposed single detached dwelling prior to June 1, 2028, or the accessory structures shall be removed from the subject lands and the subject lands shall be restored to their original condition.

**Notes:**

THAT the City of Timmins Site Alteration By-law must be complied with.

**CARRIED**

**b) Hearing of a Minor Variance Application Submitted by  
Mathieu Legault - A-25-26**

Mathieu Legault was in attendance to support the minor variance application. There was no one else present to speak for or against the application.

**26-053**

**Moved by Philippe H. Hamann**

**Seconded by Gord Cowie**

THAT minor variance application no. A-25-26 received from Mathieu Legault respecting Tisdale Township, Concession 5 Part Lot 10 Reference Plan 6R9341 Part 1 and 2 (Roll #: 5627-030-100-35900) known municipally as 1795 Highway 655, Timmins requesting the following variance:

- An application has been made to increase the maximum permitted height of detached residential garage from 5.18 meters (17 feet) height of existing dwelling

to 6.57 meters (21 feet 7 inches)

be approved, in accordance with the submitted sketch and subject to the following comments, reasons and conditions:

**Comments:**

The City of Timmins Planning Division is of the opinion that the minor variance meets the four prescribed test set out in Section 45 (1) of the Planning Act.

The Public Works and Environmental Services Department has no objections.

The Manager of Engineering has no objections.

The M.R.C.A. has no objections.

The Ministry of Transportation has no objections, however a MTO Building/Land Use Permit is required for the placement of any new buildings/structures as well as any site grading/paving taking place on the subject property within 45 meters of the Highway 655 property line. Note that the submitted site plan does not show the proposed structure within the MTO Permit Control Area.

**Reasons:**

The Committee of Adjustment agrees with the Planning Division comments and is of the opinion that the minor variance meets the four prescribed test set out in Section 45 (1) of the Planning Act.

The Committee of Adjustment agrees with the Public Works and Environmental Services Department comments.

The Committee of Adjustment agrees with the Manager of Engineering and M.R.C.A. comments.

**Conditions:**

1. THAT this application be finalized by obtaining a building permit within two years of the date the decision of the Committee of Adjustment becomes final and binding or the variance shall lapse.

**Notes:**

THAT the City of Timmins Site Alteration By-law must be complied with.

**CARRIED**

**c) Hearing of a Minor Variance Application Submitted by  
Was Real Properties - A-26-26 - AGENT: Jeff Shippam**

Jeff Shippam was in attendance to support the minor variance application. There was no one else present to speak for or against the application.

**26-054**

**Moved by Philippe H. Hamann**

**Seconded by Gord Cowie**

THAT minor variance application no. A-26-26 received from Was Real Properties respecting M-64-T Lots 33,34, 35, 36, M-670T Lots 44, 45, M-47-T Lot 46 Parcels 15128 SEC, 4388 SEC, 5893 SEC, 1994 SEC, 3508, 5373, 15460 SEC (Roll #: 5627-050-032-01800, 5627-050-032-01700, 5627-050-032-01500, 5627-050-032-05500, 5627-050-032-05400) known municipally as 302 Algonquin Boulevard West, Timmins requesting the following variance:

- An application has been made to decrease the minimum setback requirement from 7.5 meters (24.6 feet) to 1.21 meters (4 feet), where a lot in the General Commercial zone abuts an interior or rear lot line of a residential zone, to permit construction of a 8.53 meters by 9.9 meters (28 feet by 32.5 feet) 2-bay detailing garage addition. The existing dwelling will be converted to an office.

be approved, in accordance with the submitted sketch and subject to the following comments, reasons and conditions:

**Comments:**

The City of Timmins Planning Division is of the opinion that the minor variance meets the four prescribed test set out in Section 45 (1) of the Planning Act.

The Public Works and Environmental Services Department has no objections subject to the following conditions:

1. THAT the new garage install an oil grit separator before the floor drains can be connected to the sanitary sewer.
2. THAT the water service servicing this property shall be equipped with a City of Timmins water meter.
3. THAT a servicing plan for this new build be submitted to the City for review and approval.

The Manager of Engineering has no objections.

The M.R.C.A. has no objections.

**Reasons:**

The Committee of Adjustment agrees with the Planning Division comments and is of the opinion that the minor variance meets the four prescribed test set out in Section 45 (1) of the Planning Act.

The Committee of Adjustment agrees with the Public Works and Environmental Services Department comments and conditions.

The Committee of Adjustment agrees with the Manager of Engineering and M.R.C.A. comments.

**Conditions:**

1. THAT the new garage install an oil grit separator before the floor drains can be connected to the sanitary sewer.
2. THAT the water service servicing this property shall be equipped with a City of Timmins water meter.
3. THAT a servicing plan for this new build be submitted to the City for review and approval.
4. THAT this application be finalized by obtaining a building permit within two years of the date the decision of the Committee of Adjustment becomes final and binding or the variance shall lapse.

**Notes:**

THAT the City of Timmins Site Alteration By-law must be complied with.

**CARRIED**

**d) Hearing of a Minor Variance Application Submitted by Shukrana SM Properties Inc. - A-27-26**

Suhkdeep was in attendance to support the minor variance application. There was no one else present to speak for or against the application.

**26-055**

**Moved by Gord Cowie  
Seconded by Philippe H. Hamann**

THAT minor variance application no. A-27-26 received from Shukrana SM Properties respecting Plan M30S Lot 315 Parcel 2342 WT(Roll #: 5627-020-009-03200) known municipally as 164 Birch Street Norther, Timmins requesting the following variance:

- An application has been made to reduce the minimum parking requirement from two (2) to zero (0) to permit conversion of the basement to a second dwelling unit.

be approved, in accordance with the submitted sketch and subject to the following comments, reasons and conditions:

**Comments:**

The City of Timmins Planning Division is of the opinion that the minor variance meets the four prescribed test set out in Section 45 (1) of the Planning Ac.

The Public Works and Environmental Services Department has no objections.

The Manager of Engineering has no objections.

The M.R.C.A. has no objections.

**Reasons:**

The Committee of Adjustment agrees with the Planning Division comments and is of the opinion that the minor variance meets the four prescribed test set out in Section 45 (1) of the Planning Act.

The Committee of Adjustment agrees with the Public Works and Environmental Services Department comments.

The Committee of Adjustment agrees with the Manager of Engineering and M.R.C.A. comments.

**Conditions:**

1. THAT this application be finalized by obtaining a building permit within two years of the date the decision of the Committee of Adjustment becomes final and binding or the variance shall lapse.

**Notes:**

THAT the City of Timmins Site Alteration By-law must be complied with.

**CARRIED**

**e) Hearing of a Minor Variance Application Submitted by  
Ginette Clouthier - A-29-26 - AGENT: Marc Leroux**

Marc Leroux was in attendance to support the minor variance application. There was no one else present to speak for or against the application.

**26-056**

**Moved by Gord Cowie  
Seconded by Philippe H. Hamann**

THAT minor variance application no. A-29-26 received from Ginette Clouthier respecting Mountjoy Township, Plan M-7C Lot 13 Parcel 22180 SEC(Roll #: 5627-050-031-09901) known municipally as 232 Cameron Street North, Timmins requesting the following variance:

- An application has been made to increase the maximum permitted lot coverage from 35% to 45% to permit the proposed 6.36 meters (20 feet 10.5 inches) by 2.47 meters (8 feet 1.5 inches) deck that will be located in the front yard.

be approved, in accordance with the submitted sketch and subject to the following comments, reasons and conditions:

**Comments:**

The City of Timmins Planning Division is of the opinion that the minor variance meets the four prescribed test set out in Section 45 (1) of the Planning Act.

The Public Works and Environmental Services Department has no objections but notes that the applicant should be aware that this property has its water and sewer serviced

from Pearl Avenue and the deck will be over top of the water service line, and sewer line.

The Manager of Engineering has no objections.

The M.R.C.A. has no objections.

**Reasons:**

The Committee of Adjustment agrees with the Planning Division comments and is of the opinion that the minor variance meets the four prescribed test set out in Section 45 (1) of the Planning Act.

The Committee of Adjustment agrees with the Public Works and Environmental Services Department comments.

The Committee of Adjustment agrees with the Manager of Engineering and M.R.C.A. comments.

**Conditions:**

1. THAT this application be finalized by obtaining a building permit within two years of the date the decision of the Committee of Adjustment becomes final and binding or the variance shall lapse.

**Notes:**

THAT the City of Timmins Site Alteration By-law must be complied with.

**CARRIED**

**f) Hearing of a Consent Application Submitted by  
Kim & Sharon Lavergne - B-10-26 - AGENT: Mario Vandal**

Mario Vandal was in attendance to support the minor variance application. There was no one else present to speak for or against the application.

**26-057**

**Moved by Philippe H. Hamann  
Seconded by Gord Cowie**

THAT consent application no. B-10-26 received from Kim & Sharon Lavergne respecting Mountjoy Township, Concession 3 North Part Lot 5, Reference Plan 6R4063 PT Part 1 Parcel 21385 SEC (Roll #: 5627-010-091-59800) known municipally as Sandy Falls Road, Timmins requesting the following severance:

- An application for consent to sever a part having area of 2 hectares (5 acres) and frontage of 80.7 meters (264.76 feet) and an irregular depth, and to retain a part having area of 14 hectares (34.60 acres) and frontage of 254.6 meters (835.30 feet) and an irregular depth to create a new lot.

be approved, in accordance with the submitted sketch and subject to the following

comments, reasons and conditions:

**Comments:**

The City of Timmins Planning Division has no objections subject to the following conditions:

1. THAT Minor Variance application A-30-26 to reduce the minimum permitted lot frontage from 100 meters (328 feet) to 80.7 meters (264.76 feet) for the propose lot severance be approved.
2. THAT an Official Plan Amendment (OPA), to redesignate the proposed severed lot, from Employment Lands Area to Resource Development Area, be approved by the City of Timmins Council to prior finalization of this consent.

The City of Timmins Public Works and Environmental Services Department has no objections subject to the following conditions:

1. The new lot will require an entrance to be built by the applicant or new owner in order to obtain access to the new lot.
2. Construction of the entrance shall meet City of Timmins Standards
3. An entrance permit and street occupancy permit will be required before a new entrance can be built.

The City of Timmins Manager of Engineer of has no objections.

The Mattagami Regional Conservation Authority (M.R.C.A) has no objections.

**Reasons:**

The Committee of Adjustment agrees with the Planning Division comments and conditions.

The Committee of Adjustment agrees with the Public Works and Environmental Services Department comments and conditions.

The Committee of Adjustment agrees with the Manager of Engineering and M.R.C.A comments and conditions.

**Conditions:**

1. THAT all taxes be paid in full on the subject property (Severed and Retained parts).
2. THAT approval from the Northeastern Public Health Unit confirming that the lot is capable of supporting a septic system be submitted to the City prior to final certification of consent on the applicant's Land Transfer.
3. THAT the applicant pay to the City \$1,100.00 being 5% of the appraised value of the subject lands in lieu of the 5% Parkland Requirement.
4. THAT the applicant pay the cost of all works required for 50% of the estimated costs of road upgrading (supply and placement of Granular "A" and "B" and compacting of such fill as well as construction of proper shoulders and ditches) and 50% of the estimated cost of installing lights at appropriate intervals along the rural road. The cost of the work being 50% of \$110 x 100 meters of road frontage for an approximate cost of \$5,500.00.
5. THAT Minor Variance application A-30-26 to reduce the minimum permitted lot

frontage from 100 meters (328 feet) to 80.7 meters (264.76 feet) for the propose lot severance be approved.

6. THAT an Official Plan Amendment (OPA), to redesignate the proposed severed lot, from Employment Lands Area to Resource Development Area, be approved by the City of Timmins Council to prior finalization of this consent.
7. THAT an entrance is required for the new Severed Lot, the owner shall first apply for an entrance permit from the Planning Division and a street occupancy permit at the time of construction.
8. THAT a copy of a new survey that is geo-referenced for the property particular to this consent application be filed with the City.
9. THAT the applicant confirm with the Planning Division as to if a 10.06 meters road allowance for the property particular to this consent application (Severed and Retained parts) is required to be surveyed and transferred to the City of Timmins.
10. THAT the applicant shall finalize this application, including final certification of the consent on the applicant's Land Transfer, within two years of the date the decision becomes final and binding or the consent approval shall lapse and THAT a copy of the final registered transfer be provided to the City.

**Notes:**

- THAT the City of Timmins Site Alteration By-law shall apply to the Severed and Retained land.

**CARRIED**

**g) Hearing of a Minor Variance Application Submitted by  
Kim & Sharon Lavergne - A-30-26 - AGENT: Mario Vandal**

Mario Vandal was in attendance to support the minor variance application. There was no one else present to speak for or against the application.

**26-058**

**Moved by Philippe H. Hamann  
Seconded by Gord Cowie**

THAT minor variance application no. A-30-26 received from Kim & Sharon Levergne respecting Mountjoy Township, Concession 3 North Part Lot 5, Reference Plan 6R4063 PT (Roll #: 5627-010-091-59800) known municipally as Sandy Falls Road, Timmins requesting the following variance:

- An application has been made to reduce the minimum permitted lot frontage from 100 meters (328 feet) to 80.7 meters (264.76 feet) for the proposed severed part that is subject to a current consent application.

be approved, in accordance with the submitted sketch and subject to the following comments, reasons and conditions:

**Comments:**

The City of Timmins Planning Division is of the opinion that the minor variance meets the four prescribed test set out in Section 45 (1) of the Planning Act.

The Public Works and Environmental Services Department has no objections.

The Manager of Engineering has no objections.

The M.R.C.A. has no objections.

**Reasons:**

The Committee of Adjustment agrees with the Planning Division comments and is of the opinion that the minor variance meets the four prescribed test set out in Section 45 (1) of the Planning Act.

The Committee of Adjustment agrees with the Public Works and Environmental Services Department comments.

The Committee of Adjustment agrees with the Manager of Engineering and M.R.C.A. comments.

**Conditions:**

1. THAT Consent application B-10-26 be finalized prior this minor variance.

**Notes:**

THAT the City of Timmins Site Alteration By-law must be complied with.

**CARRIED**

**5. ADJOURNMENT**

**a) Meeting Adjournment**

**26-059**

**Moved by Gord Cowie**

**Seconded by Philippe H. Hamann**

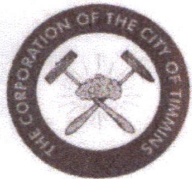
BE IT RESOLVED THAT this meeting adjourn at 4:32 p.m.

**CARRIED**

\_\_\_\_\_  
CHAIR

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ASSISTANT SECRETARY-TREASURER



**CITY OF TIMMINS  
MINOR VARIANCE OR CHANGE  
OF USE APPLICATION**  
(Pursuant to Section 45 of the *Planning Act*, R.S.O. 1990,  
c.P. 13, as Amended)



This application form is to be used by persons or public bodies wishing to obtain a variance of a minor nature from the regulations provided for in the City Timmins Zoning By-law. In this form, the term "subject land" means the land that is the subject of the proposed Minor Variance to the Zoning By-law.

City Use Only		
Date Received	Date Accepted	File Number
06/02/2026	06/08/2026	A-31-26


**CHECKLIST**

- One original signed copy of the application.
- One copy of the sketch. Following are the requirements:
  - Sketch must be drawn on a single 8.5 x 11 letter sheet and in black and white (no color).
  - Indicate the boundaries and dimensions of the subject land.
  - The location, size, height, and type of all existing and proposed buildings and structures on the subject land, indicating their distance from the front lot line, rear lot line and side lot lines. *The Committee of Adjustment may require a building location survey by an Ontario Land Surveyor.*
  - The location and name of any roads within or abutting the subject land
  - The location and dimensions of all driveways/accesses.
- Any other relevant plans, photos or documentation that may contribute to the application.
- The application fee, as per the *City of Timmins User Fee By-law*. Payment types accepted are cash, debit or cheque payable to the City of Timmins.
  - Minor Variance
  - Minor Variance (Construction started without building permit)

**APPLICATION COMPLETE**

**Roll Number:** 562701011333100

*The application is deemed complete once it has been reviewed and signed off by the City of Timmins Planning Division.*

**Reviewed by Planning:** 

**Date:** 2026-06-05

**MUNICIPAL FREEDOM OF INFORMATION**

In submitting this development application and supporting document, the owner/authorized agent, hereby acknowledge the City of Timmins will provide public access to all development applications and supporting documentations, and provide their consent, that personal information, as defined by Section 2 of the *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA) is collected under the authority of the *Municipal Act, 2001*, and in accordance with the provisions of MFIPPA. Information on this application and any supporting documentation provided by the owner/authorized agent, consultants and solicitors, will be part of the public record and will also be available to the general public. Therefore, information on this application and any supporting documentation provided by the owner/authorized agent, consultants and solicitors, will be posted online and available to the general public. Questions regarding the collection, use, and disclosure of this information may be directed to the Information and Access Coordinator at [clerks@timmins.ca](mailto:clerks@timmins.ca) or 705-360-2602.

I understand and provide my consent, that personal information, as defined by Section 2 of the MFIPPA is collected under the authority of the *Municipal Act, 2001*, and in accordance with the provisions of MFIPPA.

I agree

**PRE-CONSULTATION**

If you wish to schedule a pre-consultation meeting to assist in completing this form, please contact the Planning Division at 705-360-2600 Ext. 3336.

Was the Planning Division Staff consulted?  Yes  No

**COMPLETENESS OF THE APPLICATION**

The information requested by this application form must be provided by the applicant, and will be used to process the request under Section 45 of the *Planning Act*, and Ontario Regulation 200/96 as amended. If the information, including copies of the required plans and the applicable fees are not provided, the City may return the application or refuse to consider the application further until receipt of all the required information and fees.

To ensure a prompt and complete review, all information must be submitted at the time of the application. In the absence of this information, it may not be possible to complete the review within the legislated time frame for making a decision. As a result, the application may be deferred or refused.

**THE APPLICATION FORM**

This application form must be completed by the owner or the owner's authorized agent. Where an agent makes the application, the owner's written authorization is required. If more than one person owns the subject lands, the authorization of all owners is required.

**PROCESS**

1. The formal application along with sketch and fees are submitted to Service Timmins
2. The application is forwarded to the Clerks Department
3. The application is forwarded to Planning Division staff. The Planning Division staff will ensure that the applicant has answered the fields of the application that deals with Planning matters, including the site plan. If changes are required on the application pertaining to Planning matters, the Planning Division will contact the applicant to advise of the changes required and provide an explanation, if needed. The application will be resubmitted to the Planning Division.

4. Once complete, the Planning Division will add the roll number to the application, sign off on the application and forwarded to the Clerks Department. Once received the application will be added to the next Committee of Adjustment meeting for review and decision.
5. Once the Clerks Department receives the signed application, they will contact the applicant either by e-mail or phone to advise that the application is complete and that it will be added to the next committee meeting.
6. A Notice will be circulated to owners within 60 metres of the subject property and various departments and agencies for comment.
7. The Committee of Adjustment will conduct a public hearing on each application. Prior to the hearing, members of the Committee of Adjustment may examine the subject lands. Notice of the public hearing will be circulated at least 10 days prior to the date of the hearing.
8. Following the hearing, notice of the decision of the Committee of Adjustment will be provided to the owner/applicant within 10 days as well as any other person or agency that filed a written request for the decision.

**DECISION**

The Committee of Adjustment will make a decision at the meeting. Any person or public body may appeal the decision or any condition imposed by the Timmins Committee of Adjustment within 20 days of the decision by filing with the Secretary-treasurer the appeal package from the Ontario Land Tribunal and cheque or money order, as per the fee set by the Ontario Land Tribunal, payable to the Minister of Finance. Should the application not be appealed, the decision shall become final and binding.

1. REGISTERED OWNER INFORMATION	
<i>If more than one person owns the subject lands, the authorization of all owners is required.</i>	
Name: <u>Ronald &amp; Suzanne Gosselin</u>	Tel. No.: <u>705-267-4431</u>
Address: <u>1384 Gatineau Blvd.</u>	
Town: <u>Timmins, On</u>	Postal Code: <u>P4N 1E2</u>
E-mail: <u>rongosselin@winmar.ca</u>	
Preferred method of communication: <input type="checkbox"/> Mail <input checked="" type="checkbox"/> E-mail	

2. AUTHORIZED AGENT INFORMATION	
Name: <u>Ron Gosselin Jr.</u>	Tel. No.: <u>705-288-8512</u>
Address: <u>619 University St.</u>	
Town: <u>Timmins, On</u>	Postal Code: <u>P4N 5S4</u>
E-mail: <u>rongosselin@winmar.ca</u>	
Preferred method of communication: <input type="checkbox"/> Mail <input checked="" type="checkbox"/> E-mail	

All contact with the City of Timmins regarding this application will go through a single point person. Please indicate who the primary point of contact is:

Registered Owner     Agent

**3. NATURE AND EXTENT OF RELIEF APPLIED FOR**

To increase the maximum permitted building height from 4.1m (13 feet and 5 inches) to 6.4m (21 feet) to permit the construction of a 7.92 m (26 feet) x 11.58 m (38 feet) Accessory Structure consisting of a garage on the main floor and an Accessory residential unit ABOVE, Resulting in a total of two (2) dwelling units.

**4. WHY IS IT NOT POSSIBLE TO COMPLY WITH THE PROVISIONS OF THE BY-LAW**

2 Storey Garage exceeds permitted Building Height

**5. Type of Proposal (please select one of the following):**

Existing	
Proposed	Proposed

**6. LEGAL DESCRIPTION OF THE SUBJECT LAND**

Property Address	1384 GASTINEAU blvd
Township, Concession, Lot	M363C Lot 74
Plan (Plan/Lot or Plan, Part)	
Parcel	PL 74-1

17. IS THE PROPERTY SUBJECT TO AN APPLICATION UNDER THE <i>PLANNING ACT</i> FOR APPROVAL OF A PLAN OF SUBDIVISION, CONSENT OR REZONING?	
Yes (If yes, and if known, please provide the following):	
Application File No.:	Application Status:
<input checked="" type="radio"/> No	
Unknown	
18. HAS THE OWNER PREVIOUSLY APPLIED FOR A MINOR VARIANCE IN RESPECT OF THE SUBJECT LAND	
<input type="checkbox"/> Yes	
<input checked="" type="checkbox"/> No	
If answer is yes, describe briefly:	
_____	
_____	
19. IS THE SUBJECT PROPERTY THE SUBJECT OF A CURRENT APPLICATION FOR CONSENT UNDER SECTION 53 OF THE <i>PLANNING ACT</i> ?	
<input type="checkbox"/> Yes	
<input checked="" type="checkbox"/> No	

**Completeness of Application**

I/we understand that receipt of this application by the City of Timmins does not guarantee it to be a 'complete' application. Further review of the application will be undertaken and I/we may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted. Once the application is deemed to be fully complete, the application fee will be deposited and the application will be processed.

**Reproduction and Distribution of Documents**

The applicant/owner grants the City of Timmins permission to reproduce, in whole or in part, any document submitted as part of a complete application for internal use, inclusion in staff reports or distribution to the public either online or through other means (such as email) for the purpose of application review.

**20. APPLICANT DECLARATION**

I, Ron Gosselin of the City/Town of Timmins  
in the County/District/Regional Municipality of Cochrane solemnly  
declare that all the statements contained in this application are true and I 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*.

Declared before me at the City of Timmins  
in the District of Cochrane, this (29) 2  
day of June 20 26

Riley Anna Stewart  
Commissioner of Oath

[Signature]  
Owner/ Agent's Signature

Riley Anna Stewart, a Commissioner, etc.,  
Province of Ontario  
for the Corporation of the City of Timmins  
Expires September 16, 2027

**21. OWNER AUTHORIZATION**

I/We Ronald & Suzanne Gosselin, the owners of the property subject of this  
application, hereby authorize Ron Gosselin Sr. to make this  
application on my/our behalf to the Corporation of the City of Timmins.

[Signature] [Signature]  
Witness (other than applicant) Owner's Signature

**22. PERMISSION TO ENTER THE PROPERTY**  
*Submission of this application constitutes consent for authorized municipal staff and Committee of  
Adjustment members to inspect the subject land.*

I/We Ron Gosselin hereby authorize the members of the  
Committee of Adjustment, members of the staff of the City of Timmins and designated consultants  
to enter onto the above-noted property for the limited purposes of evaluating the merits of this  
application over the time this application is under consideration by the City of Timmins.

May 29/2026  
Date

[Signature]  
Owner/ Agent's Signature

Revised September 2021

**CONTACT INFORMATION**

**Consultation with Planning Staff prior to submission (optional but suggested):**

Planning Division  
220 Algonquin Boulevard East,  
Timmins, ON, P4N 1B3  
Tel: 705-360-2600 Ext. 3336

**Applications Shall be Submitted to:**

Service Timmins  
City Hall, Main Floor  
220 Algonquin Boulevard East,  
Timmins, ON, P4N 1B3  
Tel: 705-264-1331

**Committee of Adjustment**

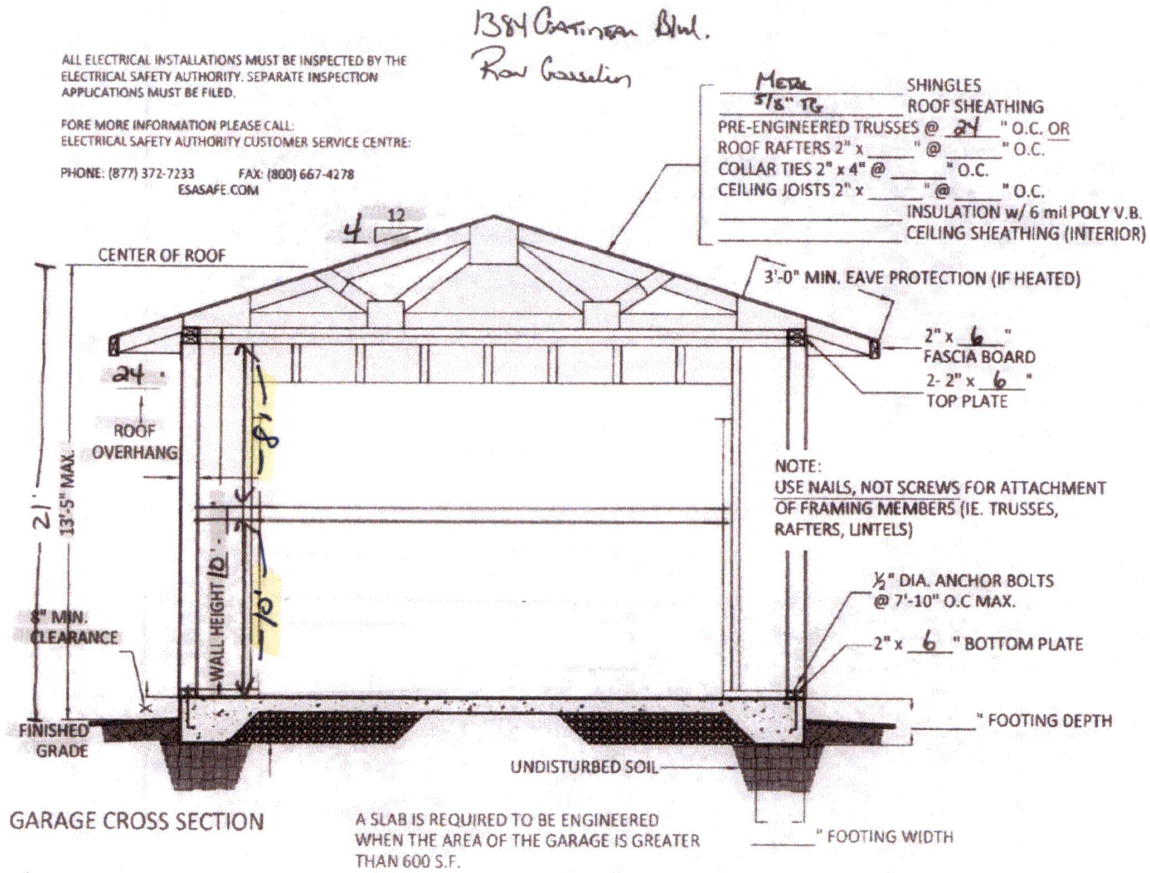
**Secretary-Treasurer**

Keshia Horbul, Secretary-treasurer  
Timmins Committee of Adjustment  
220 Algonquin Boulevard East,  
Timmins, ON, P4N 1B3  
Tel: 705-360-2600 Ext. 2467

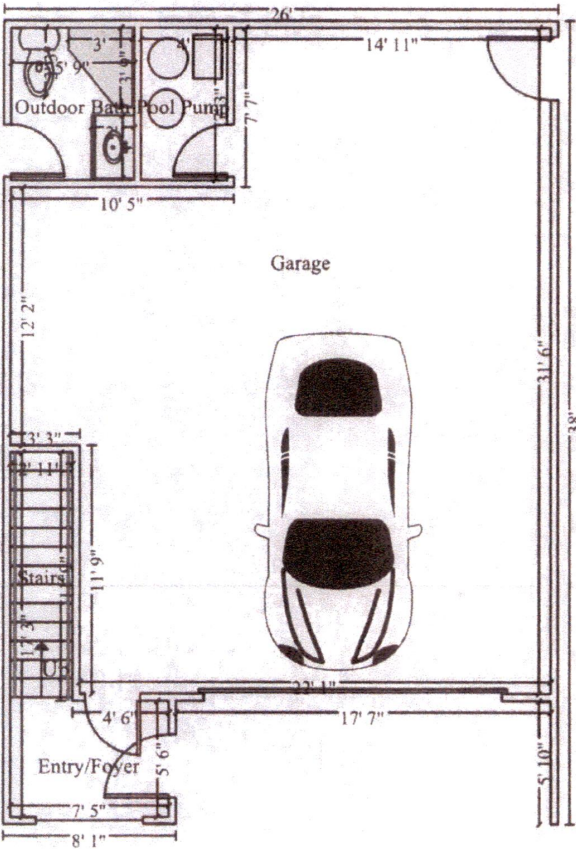
*Minor Variance applications will be advertised in the newspaper, distributed to neighbors within a 60 metres radius and on our online Portal. Comments from commenting departments will be uploaded to the online portal three (3) days prior to the meeting for viewing. Below is the link to the online portal.*

<https://timmins.civicweb.net/Portal/MeetingInformation.aspx?id=1627>





Main Floor Garage

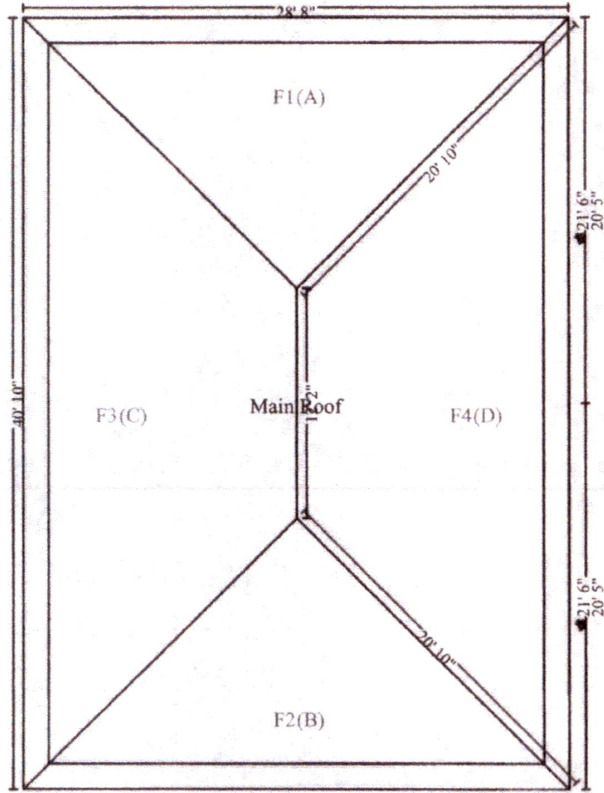


Main Level

5/15/2026

Page: 2





Roof

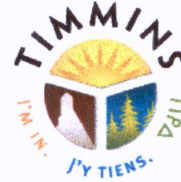
Page: 4

5/15/2026



**CITY OF TIMMINS  
MINOR VARIANCE OR CHANGE  
OF USE APPLICATION**

(Pursuant to Section 45 of the *Planning Act*, R.S.O. 1990,  
c.P. 13, as Amended)



This application form is to be used by persons or public bodies wishing to obtain a variance of a minor nature from the regulations provided for in the City Timmins Zoning By-law. In this form, the term "subject land" means the land that is the subject of the proposed Minor Variance to the Zoning By-law.

City Use Only		
Date Received	Date Accepted	File Number
06/10/2026	06/29/2026	A-32-26

**CHECKLIST**

- One original signed copy of the application.
- One copy of the sketch. Following are the requirements:
  - Sketch must be drawn on a single 8.5 x 11 letter sheet and in black and white (no color).
  - Indicate the boundaries and dimensions of the subject land.
  - The location, size, height, and type of all existing and proposed buildings and structures on the subject land, indicating their distance from the front lot line, rear lot line and side lot lines. *The Committee of Adjustment may require a building location survey by an Ontario Land Surveyor.*
  - The location and name of any roads within or abutting the subject land
  - The location and dimensions of all driveways/accesses.
- Any other relevant plans, photos or documentation that may contribute to the application.
- The application fee, as per the *City of Timmins User Fee By-law*. Payment types accepted are cash, debit or cheque payable to the City of Timmins.
  - Minor Variance
  - Minor Variance (Construction started without building permit)

APPLICATION COMPLETE	
<b>Roll Number:</b>	5627-010-093-06803
<i>The application is deemed complete once it has been reviewed and signed off by the City of Timmins Planning Division.</i>	
<b>Reviewed by Planning:</b>	
<b>Date:</b>	2026-06-29

**MUNICIPAL FREEDOM OF INFORMATION**

In submitting this development application and supporting document, the owner/authorized agent, hereby acknowledge the City of Timmins will provide public access to all development applications and supporting documentations, and provide their consent, that personal information, as defined by Section 2 of the *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA) is collected under the authority of the *Municipal Act*, 2001, and in accordance with the provisions of MFIPPA. Information on this application and any supporting documentation provided by the owner/authorized agent, consultants and solicitors, will be part of the public record and will also be available to the general public. Therefore, information on this application and any supporting documentation provided by the owner/authorized agent, consultants and solicitors, will be posted online and available to the general public. Questions regarding the collection, use, and disclosure of this information may be directed to the Information and Access Coordinator at [clerks@timmins.ca](mailto:clerks@timmins.ca) or 705-360-2602.

I understand and provide my consent, that personal information, as defined by Section 2 of the MFIPPA is collected under the authority of the *Municipal Act*, 2001, and in accordance with the provisions of MFIPPA.

I agree

**PRE-CONSULTATION**

If you wish to schedule a pre-consultation meeting to assist in completing this form, please contact the Planning Division at 705-360-2600 Ext. 3336.

Was the Planning Division Staff consulted?  Yes  No

**COMPLETENESS OF THE APPLICATION**

The information requested by this application form must be provided by the applicant, and will be used to process the request under Section 45 of the *Planning Act*, and Ontario Regulation 200/96 as amended. If the information, including copies of the required plans and the applicable fees are not provided, the City may return the application or refuse to consider the application further until receipt of all the required information and fees.

To ensure a prompt and complete review, all information must be submitted at the time of the application. In the absence of this information, it may not be possible to complete the review within the legislated time frame for making a decision. As a result, the application may be deferred or refused.

**THE APPLICATION FORM**

This application form must be completed by the owner or the owner's authorized agent. Where an agent makes the application, the owner's written authorization is required. If more than one person owns the subject lands, the authorization of all owners is required.

**PROCESS**

1. The formal application along with sketch and fees are submitted to Service Timmins
2. The application is forwarded to the Clerks Department
3. The application is forwarded to Planning Division staff. The Planning Division staff will ensure that the applicant has answered the fields of the application that deals with Planning matters, including the site plan. If changes are required on the application pertaining to Planning matters, the Planning Division will contact the applicant to advise of the changes required and provide an explanation, if needed. The application will be resubmitted to the Planning Division.

4. Once complete, the Planning Division will add the roll number to the application, sign off on the application and forwarded to the Clerks Department. Once received the application will be added to the next Committee of Adjustment meeting for review and decision.
5. Once the Clerks Department receives the signed application, they will contact the applicant either by e-mail or phone to advise that the application is complete and that it will be added to the next committee meeting.
6. A Notice will be circulated to owners within 60 metres of the subject property and various departments and agencies for comment.
7. The Committee of Adjustment will conduct a public hearing on each application. Prior to the hearing, members of the Committee of Adjustment may examine the subject lands. Notice of the public hearing will be circulated at least 10 days prior to the date of the hearing.
8. Following the hearing, notice of the decision of the Committee of Adjustment will be provided to the owner/applicant within 10 days as well as any other person or agency that filed a written request for the decision.

**DECISION**

The Committee of Adjustment will make a decision at the meeting. Any person or public body may appeal the decision or any condition imposed by the Timmins Committee of Adjustment within 20 days of the decision by filing with the Secretary-treasurer the appeal package from the Ontario Land Tribunal and cheque or money order, as per the fee set by the Ontario Land Tribunal, payable to the Minister of Finance. Should the application not be appealed, the decision shall become final and binding.

1. REGISTERED OWNER INFORMATION	
<i>If more than one person owns the subject lands, the authorization of all owners is required.</i>	
Name: <u>Erik Robichaud</u>	Tel. No.: <u>705-303-7673</u>
Address: <u>304 Garden Rd.</u>	
Town: <u>Timmins</u>	Postal Code: <u>P4R 0B1</u>
E-mail: <u>erik.lazerprecision@gmail.com</u>	
Preferred method of communication: <input type="checkbox"/> Mail <input checked="" type="checkbox"/> E-mail	

2. AUTHORIZED AGENT INFORMATION	
Name: <u>Brandon Perry</u>	Tel. No.: <u>705-262-1331</u>
Address: <u>269 Bonaventure Dr.</u>	
Town: <u>Timmins</u>	Postal Code: <u>P4R 1L4</u>
E-mail: <u>brandon.perry.89@outlook.com</u>	
Preferred method of communication: <input type="checkbox"/> Mail <input checked="" type="checkbox"/> E-mail	

All contact with the City of Timmins regarding this application will go through a single point person. Please indicate who the primary point of contact is:

Registered Owner     Agent

3. NATURE AND EXTENT OF RELIEF APPLIED FOR
To increase the maximum permitted area from 1500sqft to 2000sqft, to construct 40' x 50' detached residential garage.
The garage will not exceed height of current dwelling

4. WHY IS IT NOT POSSIBLE TO COMPLY WITH THE PROVISIONS OF THE BY-LAW
Additional storage is required

5. Type of Proposal (please select one of the following):	
<input type="checkbox"/>	Existing
<input checked="" type="checkbox"/>	Proposed

6. LEGAL DESCRIPTION OF THE SUBJECT LAND	
Property Address	364 GARDEN RD.
Township, Concession, Lot	Mountjoy Con 1 S PT Lot 9 B6
Plan (Plan/Lot or Plan, Part)	RP 68-178 Part 2
Parcel	PCL 24619 SEC

7. DIMENSIONS OF SUBJECT LAND	
Frontage (metres)	148.6m
Depth (metres)	IRREGULAR
Area (square metres)	5.02 ACRES

8. DATE OF ACQUISITION OF SUBJECT LAND

9. DATE OF CONSTRUCTION OF ALL BUILDINGS AND STRUCTURES ON SUBJECT LAND

10. EXISTING USES OF THE SUBJECT LAND Residential

11. PROPOSED USES OF THE SUBJECT LAND No change

12. EXISTING USES OF ABUTTING LANDS Residential

13. LENGTH OF TIME THE EXISTING USES OF THE SUBJECT LAND HAVE CONTINUED

14. AVAILABLE SERVICES		
<input type="checkbox"/>	Water	Connected
<input type="checkbox"/>	Sanitary Sewer	Connected
<input type="checkbox"/>	Storm Sewer	
<input checked="" type="checkbox"/>	Septic Tank	Connected
<input checked="" type="checkbox"/>	Well	Connected

15. PRESENT OFFICIAL PLAN POLICIES APPLYING TO THE SUBJECT LAND  
Resource development Area

16. PRESENT ZONING BY-LAW PROVISIONS APPLYING TO THE SUBJECT LAND  
RD-RU (Rural)

**20. APPLICANT DECLARATION**

I, Brandon Perry of the City/Town of Timmins  
in the County/District/Regional Municipality of Cochrane solemnly  
declare that all the statements contained in this application are true and I 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*.

Declared before me at the City of Timmins

in the District of Cochrane, this 10

day of June 2026.

Riley  
Commissioner of Oath

[Signature]  
Owner/ Agent's Signature

Riley Anna Stewart, a Commissioner, etc.,  
Province of Ontario  
for the Corporation of the City of Timmins  
Expires September 16, 2027



**21. OWNER AUTHORIZATION**

I/We Erik Robichaud, the owners of the property subject of this  
application, hereby authorize Brandon Perry to make this  
application on my/our behalf to the Corporation of the City of Timmins.

[Signature]  
Witness (other than applicant)

[Signature]  
Owner's Signature

**22. PERMISSION TO ENTER THE PROPERTY**

*Submission of this application constitutes consent for authorized municipal staff and Committee of Adjustment members to inspect the subject land.*

I/We Brandon Perry hereby authorize the members of the  
Committee of Adjustment, members of the staff of the City of Timmins and designated consultants  
to enter onto the above-noted property for the limited purposes of evaluating the merits of this  
application over the time this application is under consideration by the City of Timmins.

June 9, 2026  
Date

[Signature]  
Owner/ Agent's Signature

17. IS THE PROPERTY SUBJECT TO AN APPLICATION UNDER THE <i>PLANNING ACT</i> FOR APPROVAL OF A PLAN OF SUBDIVISION, CONSENT OR REZONING?			
Yes (If yes, and if known, please provide the following):			
Application File No.:		Application Status:	
<input checked="" type="checkbox"/>	No		
<input type="checkbox"/>	Unknown		

18. HAS THE OWNER PREVIOUSLY APPLIED FOR A MINOR VARIANCE IN RESPECT OF THE SUBJECT LAND	
<input type="checkbox"/>	Yes
<input checked="" type="checkbox"/>	No
If answer is yes, describe briefly:	
<hr/>	
<hr/>	

19. IS THE SUBJECT PROPERTY THE SUBJECT OF A CURRENT APPLICATION FOR CONSENT UNDER SECTION 53 OF THE <i>PLANNING ACT</i> ?	
<input type="checkbox"/>	Yes
<input checked="" type="checkbox"/>	No

**Completeness of Application**  
 I/we understand that receipt of this application by the City of Timmins does not guarantee it to be a 'complete' application. Further review of the application will be undertaken and I/we may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted. Once the application is deemed to be fully complete, the application fee will be deposited and the application will be processed.

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**CONTACT INFORMATION**

**Consultation with Planning Staff prior to submission (optional but suggested):**

Planning Division  
220 Algonquin Boulevard East,  
Timmins, ON, P4N 1B3  
Tel: 705-360-2600 Ext. 3336

**Applications Shall be Submitted to:**

Service Timmins  
City Hall, Main Floor  
220 Algonquin Boulevard East,  
Timmins, ON, P4N 1B3  
Tel: 705-264-1331

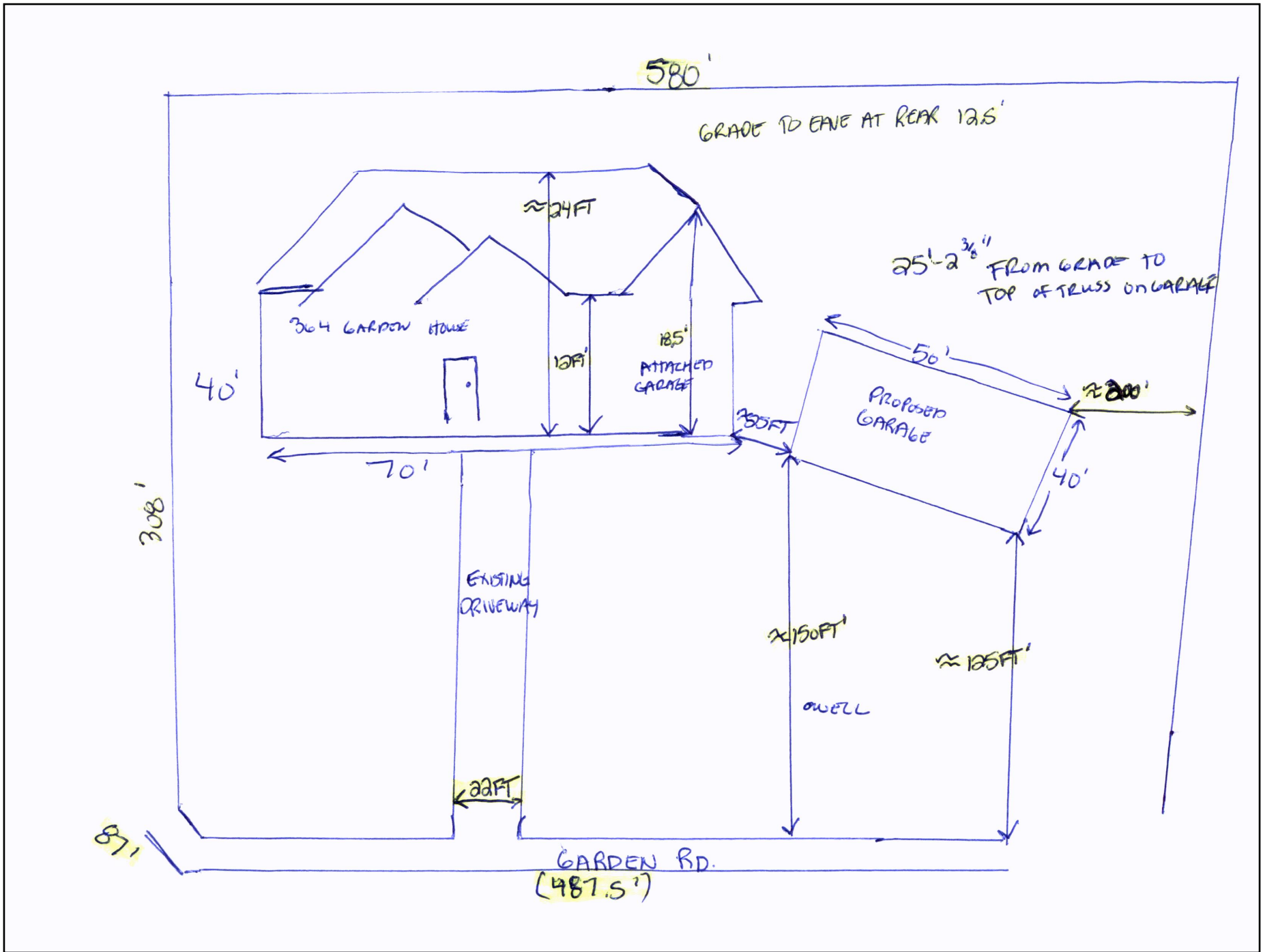
**Committee of Adjustment**

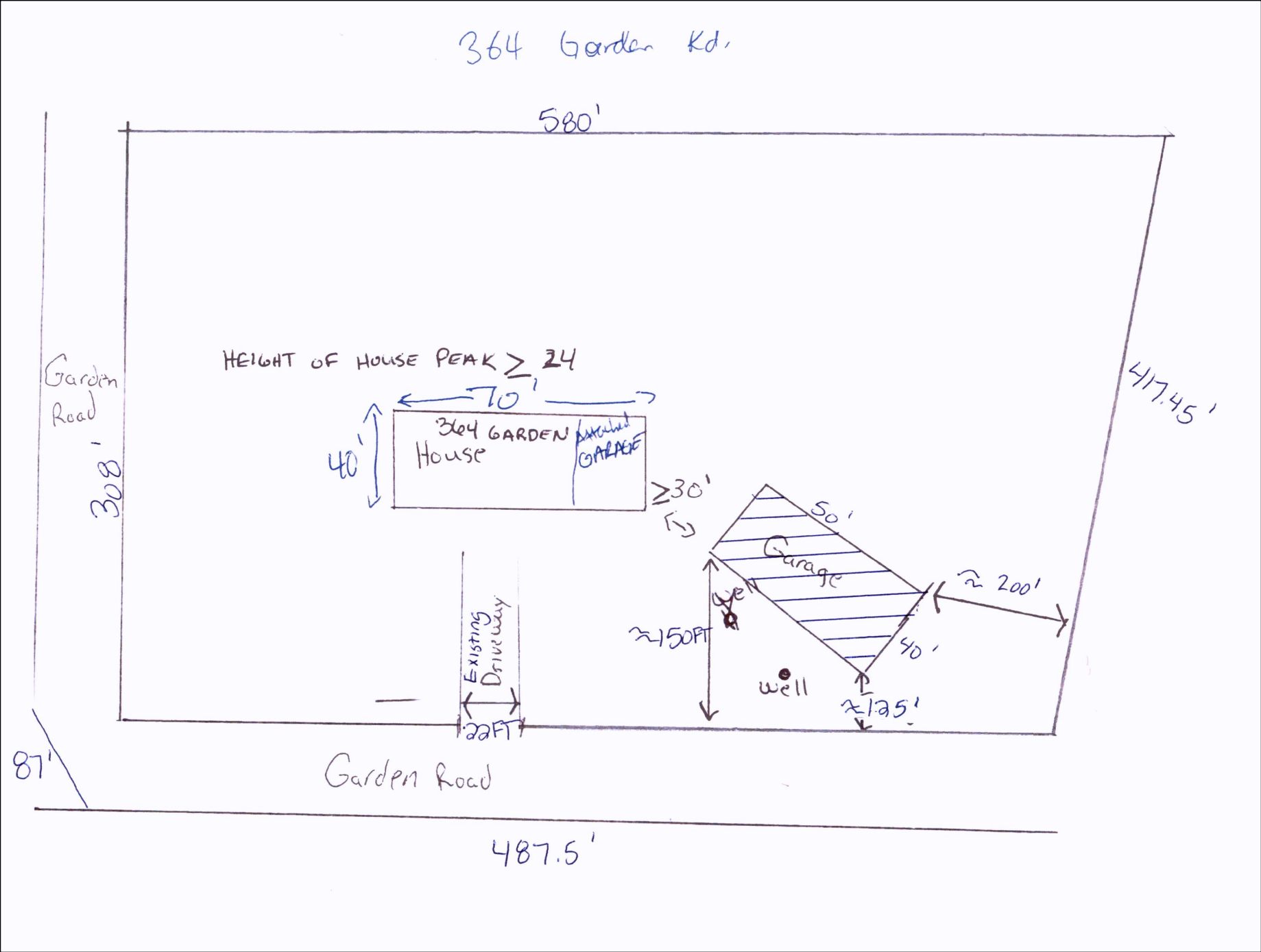
**Secretary-Treasurer**

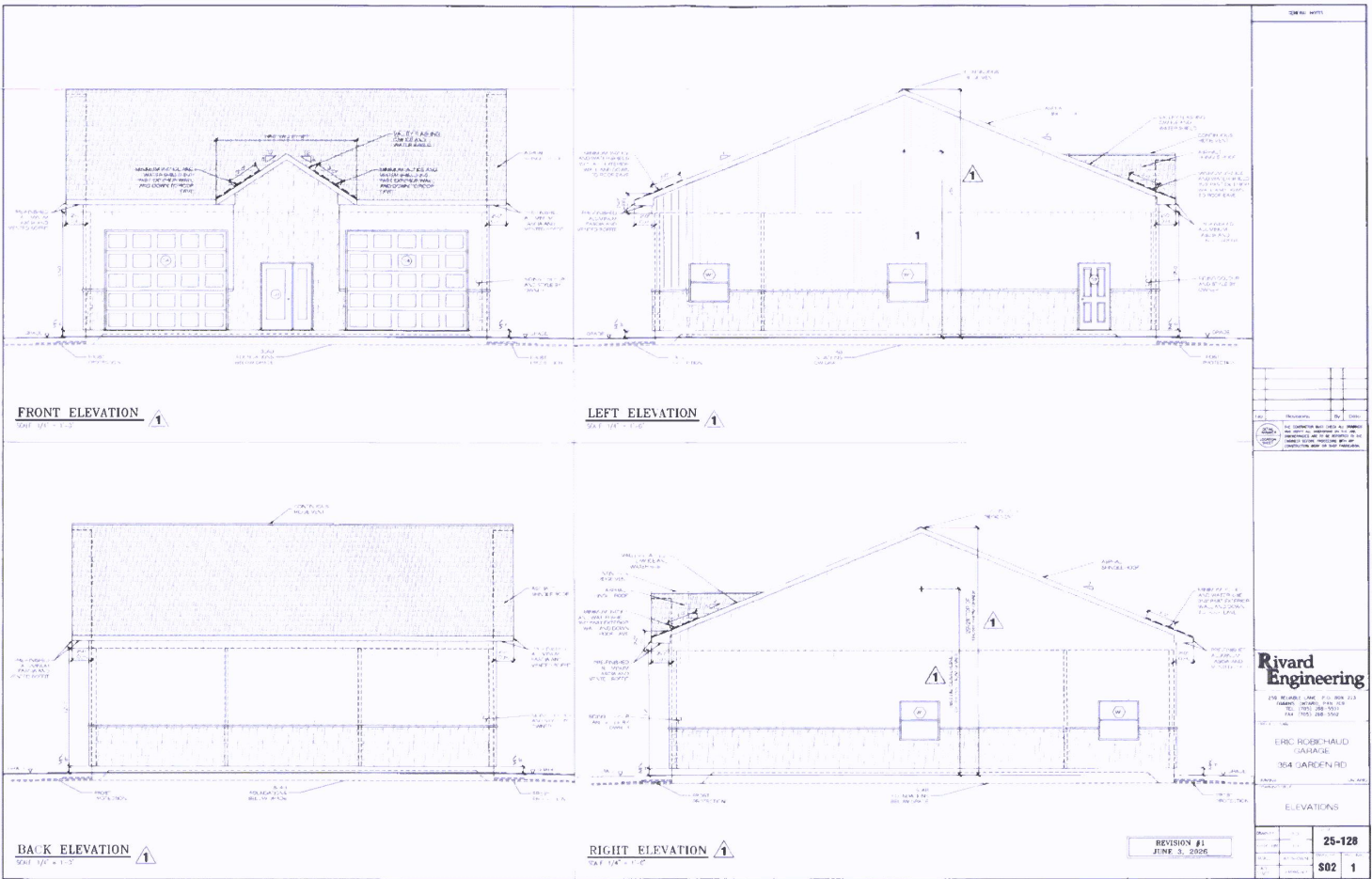
Keshia Horbul, Secretary-treasurer  
Timmins Committee of Adjustment  
220 Algonquin Boulevard East,  
Timmins, ON, P4N 1B3  
Tel: 705-360-2600 Ext. 2467

*Minor Variance applications will be advertised in the newspaper, distributed to neighbors within a 60 metres radius and on our online Portal. Comments from commenting departments will be uploaded to the online portal three (3) days prior to the meeting for viewing. Below is the link to the online portal.*

<https://timmins.civicweb.net/Portal/MeetingInformation.aspx?Id=1627>



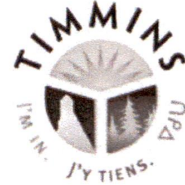






**CITY OF TIMMINS  
MINOR VARIANCE OR CHANGE  
OF USE APPLICATION**

(Pursuant to Section 45 of the *Planning Act*, R.S.O. 1990,  
c.P. 13, as Amended)



This application form is to be used by persons or public bodies wishing to obtain a variance of a minor nature from the regulations provided for in the City Timmins Zoning By-law. In this form, the term "subject land" means the land that is the subject of the proposed Minor Variance to the Zoning By-law.

City Use Only		
Date Received	Date Accepted	File Number
06/30/2026	06/30/2026	A-33-26

**CHECKLIST**

- One original signed copy of the application.
- One copy of the sketch. Following are the requirements:
  - o Sketch must be drawn on a single 8.5 x 11 letter sheet and in black and white (no color).
  - o Indicate the boundaries and dimensions of the subject land.
  - o The location, size, height, and type of all existing and proposed buildings and structures on the subject land, indicating their distance from the front lot line, rear lot line and side lot lines. *The Committee of Adjustment may require a building location survey by an Ontario Land Surveyor.*
  - o The location and name of any roads within or abutting the subject land
  - o The location and dimensions of all driveways/accesses.
- Any other relevant plans, photos or documentation that may contribute to the application.
- The application fee, as per the *City of Timmins User Fee By-law*. Payment types accepted are cash, debit or cheque payable to the City of Timmins.
  - o Minor Variance
  - o Minor Variance (Construction started without building permit)

APPLICATION COMPLETE	
<b>Roll Number:</b>	5627-010-092-27000
<i>The application is deemed complete once it has been reviewed and signed off by the City of Timmins Planning Division.</i>	
<b>Reviewed by Planning:</b>	
<b>Date:</b>	2026-06-30

**MUNICIPAL FREEDOM OF INFORMATION**

In submitting this development application and supporting document, the owner/authorized agent, hereby acknowledge the City of Timmins will provide public access to all development applications and supporting documentations, and provide their consent, that personal information, as defined by Section 2 of the *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA) is collected under the authority of the *Municipal Act*, 2001, and in accordance with the provisions of MFIPPA. Information on this application and any supporting documentation provided by the owner/authorized agent, consultants and solicitors, will be part of the public record and will also be available to the general public. Therefore, information on this application and any supporting documentation provided by the owner/authorized agent, consultants and solicitors, will be posted online and available to the general public. Questions regarding the collection, use, and disclosure of this information may be directed to the Information and Access Coordinator at [clerks@timmins.ca](mailto:clerks@timmins.ca) or 705-360-2602.

I understand and provide my consent, that personal information, as defined by Section 2 of the MFIPPA is collected under the authority of the *Municipal Act*, 2001, and in accordance with the provisions of MFIPPA.

I agree

**PRE-CONSULTATION**

If you wish to schedule a pre-consultation meeting to assist in completing this form, please contact the Planning Division at 705-360-2600 Ext. 3336.

Was the Planning Division Staff consulted?  Yes  No

**COMPLETENESS OF THE APPLICATION**

The information requested by this application form must be provided by the applicant, and will be used to process the request under Section 45 of the *Planning Act*, and Ontario Regulation 200/96 as amended. If the information, including copies of the required plans and the applicable fees are not provided, the City may return the application or refuse to consider the application further until receipt of all the required information and fees.

To ensure a prompt and complete review, all information must be submitted at the time of the application. In the absence of this information, it may not be possible to complete the review within the legislated time frame for making a decision. As a result, the application may be deferred or refused.

**THE APPLICATION FORM**

This application form must be completed by the owner or the owner's authorized agent. Where an agent makes the application, the owner's written authorization is required. If more than one person owns the subject lands, the authorization of all owners is required.

**PROCESS**

1. The formal application along with sketch and fees are submitted to Service Timmins
2. The application is forwarded to the Clerks Department
3. The application is forwarded to Planning Division staff. The Planning Division staff will ensure that the applicant has answered the fields of the application that deals with Planning matters, including the site plan. If changes are required on the application pertaining to Planning matters, the Planning Division will contact the applicant to advise of the changes required and provide an explanation, if needed. The application will be resubmitted to the Planning Division.

4. Once complete, the Planning Division will add the roll number to the application, sign off on the application and forwarded to the Clerks Department. Once received the application will be added to the next Committee of Adjustment meeting for review and decision.
5. Once the Clerks Department receives the signed application, they will contact the applicant either by e-mail or phone to advise that the application is complete and that it will be added to the next committee meeting.
6. A Notice will be circulated to owners within 60 metres of the subject property and various departments and agencies for comment.
7. The Committee of Adjustment will conduct a public hearing on each application. Prior to the hearing, members of the Committee of Adjustment may examine the subject lands. Notice of the public hearing will be circulated at least 10 days prior to the date of the hearing.
8. Following the hearing, notice of the decision of the Committee of Adjustment will be provided to the owner/applicant within 10 days as well as any other person or agency that filed a written request for the decision.

**DECISION**

The Committee of Adjustment will make a decision at the meeting. Any person or public body may appeal the decision or any condition imposed by the Timmins Committee of Adjustment within 20 days of the decision by filing with the Secretary-treasurer the appeal package from the Ontario Land Tribunal and cheque or money order, as per the fee set by the Ontario Land Tribunal, payable to the Minister of Finance. Should the application not be appealed, the decision shall become final and binding.

<b>1. REGISTERED OWNER INFORMATION</b>	
<i>If more than one person owns the subject lands, the authorization of all owners is required.</i>	
Name: <u>Tyler Bertrand</u>	Tel. No.: <u>705-274-4308</u>
Address: <u>2104 Jaguar Dr</u>	
Town: <u>Timmins</u>	Postal Code: <u>P4N 7C2</u>
E-mail: <u>tyler@floworxx.ca</u>	
Preferred method of communication: <input type="checkbox"/> Mail <input checked="" type="checkbox"/> E-mail	

<b>2. AUTHORIZED AGENT INFORMATION</b>	
Name: <u>Keenan Bertrand</u>	Tel. No.: <u>705-262-5021</u>
Address: <u>69 Mascioli Blvd.</u>	
Town: <u>Timmins</u>	Postal Code: <u>P4N 1W7</u>
E-mail: <u>Keenan.bertrand@gmail.com</u>	
Preferred method of communication: <input type="checkbox"/> Mail <input checked="" type="checkbox"/> E-mail	

All contact with the City of Timmins regarding this application will go through a single point person. Please indicate who the primary point of contact is:

Registered Owner     Agent

3. NATURE AND EXTENT OF RELIEF APPLIED FOR
To increase the allowable accessory structure floor area from 1,500ft <sup>2</sup> to 2,400ft <sup>2</sup> and to increase the allowable height from 12'-9 1/2" to to 23'-0" for the construction of a 40'-0x60'-0" residential detached garage.
To increase the allowable entrance width from 29.5 feet to 60 feet.

4. WHY IS IT NOT POSSIBLE TO COMPLY WITH THE PROVISIONS OF THE BY-LAW
Because the current approved maximum size does not suit the size required to satisfy the intended use of the garage.

5. Type of Proposal (please select one of the following):	
	Existing
x	Proposed

6. LEGAL DESCRIPTION OF THE SUBJECT LAND	
Property Address	2104 Jaguar Dr
Township, Concession, Lot	Mountjoy CON 5 S PT
Plan (Plan/Lot or Plan, Part)	LOT 8 RP 6R3236 PART 2
Parcel	PCL 20394SEC

7. DIMENSIONS OF SUBJECT LAND	
Frontage (metres)	100.58M (330 FEET)
Depth (metres)	201.2M (660 FEET)
Area (square metres)	5 ACRES

**8. DATE OF ACQUISITION OF SUBJECT LAND** December 2025

**9. DATE OF CONSTRUCTION OF ALL BUILDINGS AND STRUCTURES ON SUBJECT LAND**  
 Unknown.

**10. EXISTING USES OF THE SUBJECT LAND** Residential

**11. PROPOSED USES OF THE SUBJECT LAND** No change

**12. EXISTING USES OF ABUTTING LANDS** Residential, Commercial

**13. LENGTH OF TIME THE EXISTING USES OF THE SUBJECT LAND HAVE CONTINUED**  
 75 years or more

14. AVAILABLE SERVICES		
Water		Connected
Sanitary Sewer		Connected
Storm Sewer		
Septic Tank	X	Connected
Well	X	Connected

**15. PRESENT OFFICIAL PLAN POLICIES APPLYING TO THE SUBJECT LAND**  
 Resource Development Area

**16. PRESENT ZONING BY-LAW PROVISIONS APPLYING TO THE SUBJECT LAND**  
 RD-RU (Rural)

17. IS THE PROPERTY SUBJECT TO AN APPLICATION UNDER THE <i>PLANNING ACT</i> FOR APPROVAL OF A PLAN OF SUBDIVISION, CONSENT OR REZONING?	
Yes (If yes, and if known, please provide the following):	
Application File No.:	Application Status:
<input checked="" type="checkbox"/> No	
<input type="checkbox"/> Unknown	
18. HAS THE OWNER PREVIOUSLY APPLIED FOR A MINOR VARIANCE IN RESPECT OF THE SUBJECT LAND	
<input type="checkbox"/> Yes	
<input checked="" type="checkbox"/> No	
If answer is yes, describe briefly:	
<hr/>	
<hr/>	

19. IS THE SUBJECT PROPERTY THE SUBJECT OF A CURRENT APPLICATION FOR CONSENT UNDER SECTION 53 OF THE <i>PLANNING ACT</i> ?	
<input type="checkbox"/> Yes	
<input checked="" type="checkbox"/> No	

**Completeness of Application**

I/we understand that receipt of this application by the City of Timmins does not guarantee it to be a 'complete' application. Further review of the application will be undertaken and I/we may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted. Once the application is deemed to be fully complete, the application fee will be deposited and the application will be processed.

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The applicant/owner grants the City of Timmins permission to reproduce, in whole or in part, any document submitted as part of a complete application for internal use, inclusion in staff reports or distribution to the public either online or through other means (such as email) for the purpose of application review.

**20. APPLICANT DECLARATION**

I, Keenan Bertrand of the City/Town of Timmins  
in the County/District/Regional Municipality of Cochrane solemnly  
declare that all the statements contained in this application are true and I 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*.

Declared before me at the City of Timmins  
in the District of Cochrane, this 30  
day of June 2026.

Riley Stewart  
Commissioner of Oath

Keenan Bertrand  
Owner/ Agent's Signature

Riley Anna Stewart, a Commissioner, etc.,  
Province of Ontario  
for the Corporation of the City of Timmins

Expires September 16, 2027

**21. OWNER AUTHORIZATION**

I/We Tyler Bertrand, the owners of the property subject of this  
application, hereby authorize Keenan Bertrand to make this  
application on my/our behalf to the Corporation of the City of Timmins.

Heather Matte  
Witness (other than applicant)

T Bertrand  
Owner's Signature

**22. PERMISSION TO ENTER THE PROPERTY**

*Submission of this application constitutes consent for authorized municipal staff and Committee of Adjustment members to inspect the subject land.*

I/We Keenan Bertrand hereby authorize the members of the  
Committee of Adjustment, members of the staff of the City of Timmins and designated consultants  
to enter onto the above-noted property for the limited purposes of evaluating the merits of this  
application over the time this application is under consideration by the City of Timmins.

June 28th, 2026  
Date

Keenan Bertrand  
Owner/ Agent's Signature

**CONTACT INFORMATION**

**Consultation with Planning Staff prior to submission (optional but suggested):**

Planning Division  
220 Algonquin Boulevard East,  
Timmins, ON, P4N 1B3  
Tel: 705-360-2600 Ext. 3336

**Applications Shall be Submitted to:**

Service Timmins  
City Hall, Main Floor  
220 Algonquin Boulevard East,  
Timmins, ON, P4N 1B3  
Tel: 705-264-1331

**Committee of Adjustment**

**Secretary-Treasurer**

Keshia Horbul, Secretary-treasurer  
Timmins Committee of Adjustment  
220 Algonquin Boulevard East,  
Timmins, ON, P4N 1B3  
Tel: 705-360-2600 Ext. 2467

*Minor Variance applications will be advertised in the newspaper, distributed to neighbors within a 60 metres radius and on our online Portal. Comments from commenting departments will be uploaded to the online portal three (3) days prior to the meeting for viewing. Below is the link to the online portal.*

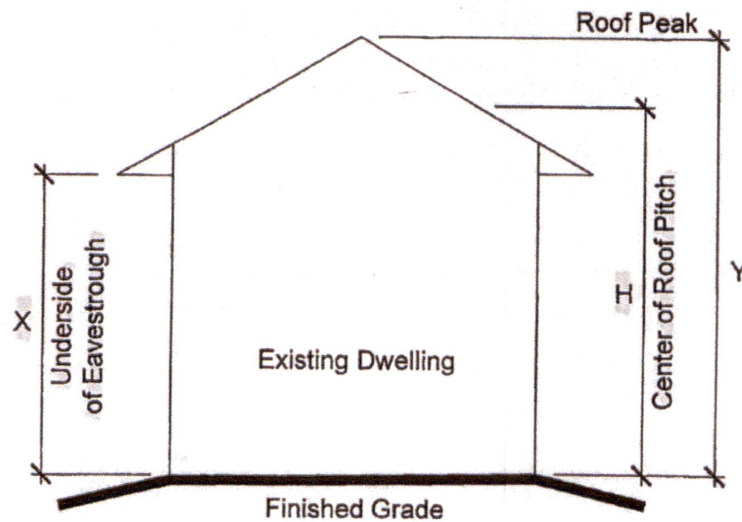
<https://timmins.civicweb.net/Portal/MeetingInformation.aspx?id=1627>

**RESIDENTIAL ZONE REQUIREMENTS (ACCESSORY STRUCTURES)**

RE1 / RE2 / RD-RU / RD-WN

To confirm maximum permitted height for the proposed accessory structure that is located in the above zones, following information is required:

Height of <b>existing dwelling</b> , from finished grade to roof peak (Y)	Y = 15'-0"
Height of <b>existing dwelling</b> , from finished grade to underside of eavestrough (X)	X = 10'-7"
<b>To calculate height of existing dwelling:</b>	
$((Y-X) / 2) + X = H$	H = 12'-9 1/2"



- If height of Single Detached Dwelling is < 6.0m (19.6 feet) maximum permitted height of the accessory structure is the height of the SDD (as calculated above).
- If height of Single Detached Dwelling is > 6.0m (19.6 feet): maximum permitted height of accessory structure is 6.0m (19.6 feet).

City of Timmins - Planning Division  
 Growth & Infrastructure Department  
 ph. (705) 360 2624 | email: [planning@timmins.ca](mailto:planning@timmins.ca)

