OTTAWA CONSTRUCTION BINS

Street Permits (TCE)

The City of Ottawa's Temporary Construction-related Encroachment permit for a bin on the road, boulevard, sidewalk or a public laneway: fees, timing and the holder's duties

18 Expert Answers from Bin IQ

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Q1

Can a bin go on the sidewalk outside my Sandy Hill rowhouse?

A bin on the sidewalk outside your Sandy Hill rowhouse is on City of Ottawa land, so the City's Temporary Construction-related Encroachment (TCE) permit is required before the bin arrives. The City's TCE page lists "roll off or disposal bin in roadway or public laneway" as an example, and the Road Activity By-law 2003-445 s.4.1 states that no person shall erect a temporary construction-related encroachment without first obtaining a permit.

The City accepts applications from residents, contractors or construction companies, so agree in writing with the bin company about who applies before you book. Processing takes a minimum of 10 business days, so the bin cannot go on the sidewalk the same day you call. City staff determine whether the permit is Simple (10 working days or less, $101.00) or Complex (more than 10 working days or any renewal, $998.00), plus a daily rental charge for the space. For most single bins, our calculation puts the daily space charge at the $41.00 minimum. All fees are non-refundable.

The permit holder is responsible for posting the permit on the exterior of the encroachment area, and for all traffic-control devices in general conformance with the Ontario Traffic Manual Book 7. In winter, the permit holder must remove snow from the encroachment area and keep pedestrian throughways clear. If your sidewalk is near a bus stop or route, a fire hydrant, a closed lane or within 30 metres of a signalized intersection, the City requires a Traffic Management Plan. Permits may be revoked at any time at the City's discretion.

One placement note: bin companies ask for a level spot clear of overhead wires and branches, so check what is above the sidewalk before confirming the location.

Before the bin arrives, get the pricing model (bin fee plus weight, or all-in with tonnes included), the number of days covered, the tonnes included or the per-tonne rate, and the company's full list of refused and surcharged items, all in writing.

Q2

Do I need a City permit for a bin on a private road in Kanata?

The answer turns on whether the road is actually private. The City's TCE permit covers City land: the road, boulevard, sidewalk and public laneways. A private road, owned and maintained by a private party, is not City land, and the TCE permit applies to City land. We found no City page that addresses bins placed entirely on a private road.

The difficulty is confirming ownership. Not every road that looks private is private, and not every road that looks public is a City road. GeoOttawa shows the approximate location of the City's right-of-way and property lines, and it is a reasonable first check; for exact property lines, the City says to contact a licensed surveyor. If it is still unclear, ask the City's ROW Permit Office before the bin is booked.

If the road is City land, the bin needs the City's TCE permit before it goes out. The City requires a minimum of 10 business days processing time, so that lead time matters for your schedule. If the road is genuinely private, we found no City page requiring a TCE permit for it, but you would want to check with whoever owns or manages the road, such as a condominium corporation or a developer, whether they have their own rules about bins.

One more thing worth checking: even if the bin sits on a private road, the end of a driveway or the access point near the street can still be City right-of-way, because the City counts accesses to driveways as part of it. GeoOttawa gives you a starting point.

Ask the bin company whether they have placed bins on that road before and whether a TCE permit was needed when they did, and ask the City's ROW Permit Office about the road's status before the bin is scheduled.

Q3

Does a bin on my Ottawa street for one day need a permit?

Yes, even a single day on the street requires the City of Ottawa's Temporary Construction-related Encroachment (TCE) permit. The Road Activity By-law 2003-445, s.4.1 states: "No person shall construct, erect or alter a temporary construction-related encroachment without first obtaining a permit."

That one-day plan runs into a timing problem right away. The City requires a minimum of 10 business days processing time for a TCE permit. A bin cannot go on the street the same day, and we found no City provision for an expedited or single-day exception. If the spot you have in mind is a paid parking area, you also need the Pay and Display machine numbers on your application.

For a short placement of 10 working days or less, City staff determine the permit type as Simple, with a permit fee of $101.00. On top of that, the City charges a daily rental fee for the space. For most single bins on the roadway or sidewalk, our calculation puts the daily space charge at the $41.00 minimum, because the square-metre rate works out below that floor for a bin of ordinary width. Both the permit fee and the daily rental are non-refundable. The permit must be posted prominently on the exterior of the encroachment area, and all traffic-control devices are the permit holder's responsibility under the Ontario Traffic Manual Book 7.

The City accepts applications from residents, contractors or construction companies, so if you are booking through a bin company, agree in writing before you book on who applies for the permit and whose name it goes in. The permit is not transferable.

Start with the bin company: ask whether they handle the TCE application or expect you to, because that answer shapes your timeline and who carries the permit-holder duties for traffic control and snow clearance.

Q4

Is the Ottawa street permit fee refunded if I cancel the bin?

The City's TCE permit fee is not refunded. The City's TCE page states plainly: "All fees … are Non-Refundable." That applies to the application fee whether the permit is approved, denied, or the job is cancelled after approval.

The 2026 fees are set out separately from any bin company charge. A Simple permit (10 working days or less) costs $101.00. A Complex permit (more than 10 working days, or a renewal) costs $998.00. On top of those, the City charges a daily rental for the space: $0.87 per square metre per day on the boulevard, or $2.02 per square metre per day on the sidewalk or roadway, with a $41.00 daily minimum. City staff determine which permit type applies. None of those amounts come back to you if plans change.

The bin company's cancellation terms are a separate matter entirely, and they vary. The Consumer Protection Act, 2002 gives a 10-day cancellation right for a direct agreement (one negotiated in person away from the supplier's place of business), and different disclosure and copy rules apply to internet and remote agreements. But none of those rights touch the City's permit fees, which are gone once paid.

The application fee is paid when the application is submitted, and the City requires a minimum of 10 business days to process it, so the fee is paid before the bin arrives. If the job is delayed or cancelled in that window, the fee does not come back. The same is true after the permit is issued.

One practical point: the City says TCE applications may be submitted by residents, contractors or construction companies, so agree in writing with the bin company before the application goes in about who pays the permit fee and what happens to it if the job changes.

Read the bin company's cancellation terms in full before you hand over any payment, and confirm in writing what happens to any deposit if the job date shifts.

Q5

Bin on a corner lot near a traffic light in Ottawa: what extra steps apply?

A bin within 30 metres of a signalized intersection triggers a specific City requirement: the TCE permit application must include a Traffic Management Plan. The City also requires a minimum of 10 business days processing time for any TCE permit.

The City's TCE permit page lists a Traffic Management Plan as required when the encroachment is within 30 metres of a signalized intersection. Whether a corner lot is inside that distance depends on the lot, so measure it; a

bin on the road, boulevard or sidewalk there is on City land, so the TCE permit applies. The permit is issued in the name of the permit holder and is not transferable. The City accepts applications from residents, contractors or construction companies, so agree in writing with the bin company before booking who will apply and who will prepare the Traffic Management Plan.

A corner lot also raises a second point. The City's TCE permit page notes that all traffic control devices are the permit holder's responsibility, in general conformance with the Ontario Traffic Manual Book 7. We found no City rule listing specific devices such as reflectors or cones for bins; Book 7 governs what is needed.

A few things to confirm before the bin arrives:

- Ask the bin company whether it has handled TCE applications near signalized intersections and who, in their experience, prepares the Traffic Management Plan.
- Measure the distance from your intended bin placement to the nearest traffic signal, because the 30 metre threshold is the City's trigger.
- Ask whether the bin can go on the driveway instead. The TCE permit covers City land: the road, boulevard, sidewalk and public laneways. The end of a driveway near the street can be City land; check geoOttawa or ask the City's ROW Permit Office where your property line sits.
- If a parking space must be removed for the bin, the City requires a minimum of four business days notice for that step.

The permit fees and the daily road rental are City charges, separate from the bin company's price.
Measure the distance from the bin's spot to the nearest signal before anyone applies; that number decides whether the Traffic Management Plan is needed.

Q6

Can a bin stay on an Ottawa street for more than three months?

Not on a single permit. The City of Ottawa grants a Temporary Construction-related Encroachment (TCE) permit "for a period not exceeding three (3) months", and it "may be renewed for further periods not exceeding three (3) months".

A renewal is a Complex permit. On the City's 2026 schedule that is $998, not the $101 Simple fee, and a Complex permit needs commercial general liability insurance of at least $5,000,000, in the name of the permit holder and naming the City as additional insured. City staff determine the permit type, and the City says permits "may be revoked at any time at the discretion of the City".

The daily road rental continues for as long as the bin is out: $2.02 per square metre per day on the sidewalk or roadway, or $0.87 on the boulevard, with a $41 daily minimum. Our arithmetic puts most single bins below that minimum, so the $41 minimum is the daily figure to plan with. All City fees are non-refundable.

The duties stay with the permit holder the whole time: posting the permit on the outside of the encroachment area, supplying the traffic-control devices (the City provides none), and, in winter, removing snow from the area and keeping walkways clear.

The permit is not transferable, so for a long placement agree in writing with the bin company who holds it, who applies for any renewal, and who carries the insurance.

If the bin may stay past three months, ask the City's ROW Permit Office about renewal before the first permit runs out.

Q7

What is the daily rental charge for a bin on a Glebe street?

The City's TCE permit includes a daily rental charge for the space the bin occupies on City land. For a bin on the roadway or sidewalk, the rate is $2.02 per square metre per day, with a minimum daily charge of $41.00. On the boulevard, the rate is $0.87 per square metre per day, again with the $41.00 daily minimum.

By our arithmetic, a bin around 12 by 8 feet covers about 8.9 square metres. By our arithmetic, at the roadway rate that is roughly $18 a day, below the $41.00 minimum. By the same arithmetic, a longer bin, around 22 by 8 feet, covers about 16.4 square metres, roughly $33 a day on the road, still under the minimum. So for most single bins the daily figure is the $41.00 minimum. These are our calculations, not City figures.

On top of the daily rental charge, the permit itself carries a one-time application fee: $101.00 for an encroachment of 10 working days or less, or $998.00 for more than 10 working days or any renewal. All fees are non-refundable, as the City states on its TCE permit page. The City requires a minimum of 10 business days to process the application, so a Glebe street placement cannot happen the same day a request goes in.

The City accepts applications from residents, contractors or construction companies, so agree in writing with the bin company before booking on who will apply and who will cover the permit and daily fees. Those costs sit entirely outside the bin rental price itself.

Ask the bin company first what its quoted price includes, then ask the City's ROW Permit Office about the daily charge for your exact spot; City staff determine the permit type.

Q8

How much is the City of Ottawa encroachment permit for a bin?

Two parts make up the City of Ottawa's TCE permit cost: a flat application fee and a daily rental charge for the space the bin occupies on City land.

The fees (City of Ottawa TCE permit page and Road Activity By-law 2003-445, Schedule A, 2026)

The application fee depends on how long the bin stays on the street. For 10 working days or less, the City calls it a Simple permit: $101.00. For more than 10 working days, or if you renew a Simple permit, it becomes a Complex permit: $998.00. City staff decide which category applies. All application fees are non-refundable.

On top of that, the City charges a daily rental fee for the ground the bin sits on. The rate is $0.87 per square metre per day on the boulevard, and $2.02 per square metre per day on the sidewalk or roadway. There is a minimum daily charge of $41.00. By our arithmetic, a bin about 12 by 8 feet works out to roughly 8.9 square metres, which at the road rate comes to about $18 a day, well under the minimum. By the same arithmetic, a longer bin, about 22 by 8 feet, works out to roughly 16.4 square metres, or about $33 a day at the road rate, still under the minimum. So for most single bins, the daily charge is the $41.00 minimum.

A Complex permit also requires commercial general liability insurance of at least $5,000,000 naming the City as an additional insured.

One other thing to sort out before you apply: the City accepts applications from residents, contractors or construction companies, so agree in writing with your bin company about who will apply and whose name goes on the permit. The permit is not transferable. The City requires a minimum of 10 business days to process an application, so a bin cannot go on the street the same day you decide you need one.

Once the permit is issued, the holder must post it on the exterior of the encroachment area, arrange any traffic control devices required under the Ontario Traffic Manual Book 7, and keep walkways clear of snow.

Your next step is to confirm with the bin company whether they will apply or whether you need to submit the form yourself, so you can get that process started before your project date.

Q9

What insurance does a Complex encroachment permit in Ottawa require?

A Complex TCE permit requires commercial general liability insurance of at least $5,000,000, naming the City of Ottawa as additional insured.

That threshold applies when the encroachment runs longer than 10 working days, or when a Simple permit is renewed. City staff determine which category applies, so if your bin might stay on the street beyond 10 working days, plan for the Complex permit's insurance requirement from the start.

The permit is issued in the name of the permit holder and is not transferable. Because the City accepts applications from residents, contractors or construction companies, agree in writing with the bin company before the bin arrives on who holds the permit and who carries the required insurance. If the permit is in your name, the insurance obligation falls to you; if it is in the company's name, confirm they carry coverage that meets the $5,000,000 threshold and names the City as additional insured, and ask to see that confirmation in writing.

A few other Complex permit duties are worth knowing. The permit holder must post it prominently on the exterior of the encroachment area. All traffic control devices are the permit holder's responsibility, in general conformance with the Ontario Traffic Manual Book 7. A Traffic Management Plan is required near a bus stop or route, a closed sidewalk, bike lane or road, a fire hydrant, or within 30 metres of a signalized intersection. In winter, the permit holder is responsible for removing snow from the encroachment area and keeping all walkways and pedestrian throughways clear. The City may revoke the permit at any time.

Before anyone applies, settle in writing who will hold the permit and carry the insurance, because the insurance has to be in that holder's name.

Q10

When does a bin on an Ottawa road need a TCE permit?

A bin placed on the road, boulevard, sidewalk or a public laneway in Ottawa sits on City land, and the City's Road Activity By-law 2003-445 requires a Temporary Construction-related Encroachment (TCE) permit before it goes there. By-law section 4.1 states: "No person shall construct, erect or alter a temporary construction-related encroachment without first obtaining a permit." The City's TCE page lists a roll-off or disposal bin in a roadway or public laneway as one of its examples.

The permit requirement applies the moment any part of the bin touches City property. The City's right-of-way includes the boulevard beside your property and the apron where your driveway meets the street, so a bin that seems to be on your property may still cross onto City land. geoOttawa shows the approximate property line; for your address, ask the City's ROW Permit Office.

A few things follow from that:

- The City accepts applications from residents, contractors or construction companies, so agree in writing with the bin company about who applies before the bin is ordered.
- The City requires a minimum of 10 business days to process an application, so a bin cannot go on the street the same day you call.
- The permit is not transferable and runs in the name of the permit holder, who must post it on the exterior of the encroachment area and take responsibility for all traffic-control devices under the Ontario Traffic Manual Book 7.
- If a parking space must be removed, the City requires a minimum of four business days notice.
- Permits run for a period not exceeding three months; a renewal is treated as a Complex permit.

A bin kept entirely on private property, such as a driveway, is a different question. We found no City page that says a permit is or is not required there, so check geoOttawa and, if you are unsure, ask the City's ROW Permit Office before the bin arrives.

Ask the bin company first about where they plan to set the bin down, because that single answer tells you whether the TCE permit is in play at all; then go to the City's ROW Permit Office if any part of the placement touches the road, boulevard or sidewalk.

Q11

What are the permit rules for a bin in a Centretown laneway?

A bin in a public laneway in Centretown sits on City of Ottawa land, so the City's Temporary Construction-related Encroachment (TCE) permit is required before the bin goes in. The City's TCE page lists "Roll off or disposal bin in roadway or public laneway" as an example of what the permit covers, and Road Activity By-law 2003-445 s.4.1 says no person shall place such an encroachment without one.

The City accepts applications from residents, contractors or construction companies, so agree in writing with the bin company about who applies before you book. The permit is non-transferable and runs in the name of the permit holder. Processing takes a minimum of 10 business days, so a bin cannot go into the laneway the same day or even the same week you decide to book. If a parking space has to be removed, the City requires a minimum of four business days notice.

A few permit-holder duties are worth knowing before you sign anything. The permit must be posted on the exterior of the encroachment area. Traffic-control devices are the permit holder's responsibility, in general conformance with the Ontario Traffic Manual Book 7. In winter, the permit holder is responsible for removing snow from the encroachment area and keeping pedestrian throughways clear. If the laneway is near a bus stop or route, a closed sidewalk, a bike lane, a fire hydrant, or within 30 metres of a signalized intersection, a Traffic Management Plan is also required. Permits may be revoked at any time at the discretion of the City.

On fees: a Simple TCE permit (10 working days or less) costs $101.00; a Complex permit (more than 10 working days, or any renewal) costs $998.00. On top of that, the City charges a daily rental for the space: $0.87 per square metre per day on the boulevard, $2.02 per square metre per day on the sidewalk or roadway, with a minimum daily charge of $41.00. By our calculation, most single bins fall under the minimum, so the daily figure for most single bins is the $41.00 minimum. All fees are non-refundable.

If you are not sure whether a laneway is public, check geoOttawa for the approximate right-of-way line, or ask the City's ROW Permit Office.

Settle who applies before you book the drop-off date, then count 10 business days forward from the application.

Q12

Who clears the snow around a street bin in Ottawa in winter?

The permit holder clears the snow. The City's TCE permit conditions state that "the permit holder is responsible for removing snow from the encroachment area and ensuring all walkways and pedestrian throughways are clear."

That duty sits with whoever holds the permit, not automatically with the bin company or with you. The City accepts TCE applications from residents, contractors or construction companies, so the permit can be in any of those

names. Whoever signs as permit holder takes on the snow-clearing obligation. Before the bin goes on the street, agree in writing with the bin company on who applies for the permit, because that person or company is the one responsible for keeping the area clear.

A few practical points follow from the City's wording. The obligation covers the encroachment area itself and any walkways or pedestrian throughways nearby, so a bin sitting across part of a sidewalk means the permit holder must keep a clear path around it. The City does not specify how quickly snow must be cleared or what equipment to use, only that the permit holder is responsible. The TCE permit covers City land: the road, boulevard, sidewalk and public laneways. We found no City page on bins entirely on private property, and the end of a driveway near the street can be City land, so check geoOttawa before assuming the snow duty does not reach you.

One other winter item worth knowing: a Complex TCE permit (needed when the bin stays more than 10 working days, or on any renewal) requires commercial general liability insurance of at least $5,000,000 naming the City as additional insured. That is a permit condition separate from the snow duty, and it sits with the same permit holder.

Before the drop-off date, confirm in writing exactly where the bin will sit, because the answer to the snow question changes depending on whether that spot is City land or your own property.

Q13

Simple versus Complex TCE permit in Ottawa: which one fits my bin?

The line between them is 10 working days. On the City of Ottawa's TCE page, a Simple permit is for an encroachment of 10 working days or less, and its 2026 fee is $101. A Complex permit is for one of more than 10 working days, or for any renewal of a Simple permit, and its fee is $998. City staff determine which type applies.

For a bin, the count to compare with that line is the working days the bin will sit on City land. A renewal is always Complex, however short the extension, so if there is a chance the bin stays longer than 10 working days, say so when the application goes in rather than renewing later.

What changes with a Complex permit:

- It needs commercial general liability insurance of at least $5,000,000, in the name of the permit holder and naming the City as additional insured.
- Its permit fee is $998 instead of $101.

What applies to both types: the City requires a minimum of 10 business days to process the application; a permit runs for up to three months and may be limited to part of the day or to specified days; and a Traffic Management Plan is required near a bus stop or route, a closed sidewalk, bike lane or road, a fire hydrant, or within 30 metres of a signalized intersection. The daily road rental is charged on top of either fee, with a $41 daily minimum. All fees are non-refundable.
The City accepts applications from residents, contractors or construction companies, so agree in writing with the bin company who applies, and tell whoever applies how many working days the bin will be on the street.

Count the working days the bin will sit on City land before anyone applies; that number decides the permit type.

Q14

Who applies for the Ottawa street permit, me or the bin company?

The City of Ottawa accepts TCE permit applications from residents, contractors or construction companies. We found no City rule on which party applies, so it is something you and the bin company settle before the bin is dropped off.

The permit is issued in the name of the permit holder and is not transferable, which means whoever applies takes on the duties that come with it: posting the permit visibly on the encroachment area, arranging any traffic control devices required under the Ontario Traffic Manual Book 7, and keeping snow cleared from the encroachment area

and pedestrian throughways in winter. A bin on the road or sidewalk for more than 10 working days, or any renewal, moves from a simple permit ($101) to a complex permit ($998), and a complex permit requires commercial general liability insurance of at least $5,000,000 naming the City as additional insured. Those are real obligations, and whoever holds the permit carries them.

The City also requires a minimum of 10 business days processing time, so the question of who applies has to be settled well before delivery. If a parking space needs to be removed to place the bin, the City requires a minimum of four business days notice.

The practical step is to raise the question in writing when you get your quote: ask the bin company whether they apply for the TCE permit or whether that falls to you, and get the answer in writing along with who pays the permit fee and the daily rental charge. Do not assume it is handled.

Before the drop-off date, confirm exactly where the bin will sit, because the City's right-of-way includes the boulevard beside your property and the accesses to driveways; geoOttawa shows the approximate line.

Q15

Can a bin sit in a paid parking spot on my Ottawa street?

It may be possible: that is how the City of Ottawa's FAQ on temporary construction-related encroachments answers it. A bin in a parking space is on the road, so it needs the City's Temporary Construction-related Encroachment (TCE) permit under the Road Activity By-law 2003-445.

What the City's pages add for a parking spot:

- After the application is submitted, a Traffic Management Inspector contacts you.
- If parking is to be temporarily removed, the City needs a minimum of four business days notice.
- In a paid parking area, the application includes the Pay and Display machine numbers, along with a sketch, picture or map of the location.
- The City requires a minimum of 10 business days processing time for the permit itself.

Who applies is yours to settle. The City accepts applications from residents, contractors or construction companies, the permit is in the name of the permit holder, and it is not transferable. Agree in writing with the bin company who that will be.

Once the permit is issued, the holder posts it prominently on the outside of the encroachment area and supplies the traffic-control devices; the City provides none. In winter the holder also removes snow from the area and keeps

walkways clear.

The permit fees and the daily road rental are City charges, separate from the bin company's price; the City's TCE page lists them.

Your first step: note the Pay and Display machine numbers for the spot, so the application is complete when it goes in.

Q16

Does a bin on an Ottawa boulevard need lights or reflectors?

A bin on an Ottawa boulevard sits on City land, so the City's TCE permit applies. On the question of lights and reflectors specifically, we found no City rule that sets out a requirement for reflectors, flashing lights, markers or cones on a bin.

What the City does say is that traffic-control devices are the permit holder's responsibility, in general conformance with the Ontario Traffic Manual Book 7. The City does not provide traffic control. So whether lights, reflectors or cones are needed, and what kind, is a Book 7 question, not something the TCE permit page spells out for bins.

The permit holder is also required to post the permit prominently on the exterior of the encroachment area, to keep snow cleared from the encroachment area, and to ensure pedestrian throughways stay clear. A Traffic Management Plan is required if the bin is near a bus stop or route, a closed sidewalk, bike lane or road, a fire hydrant, or within 30 metres of a signalized intersection.

The City accepts TCE applications from residents, contractors or construction companies, so whoever holds the permit is the one responsible for the traffic-control devices. Agree in writing with the bin company who that is before the bin is placed.

Q17

Someone parked in my bin's permit area on an Ottawa street: what now?

Contact the City: that is the step the City of Ottawa's FAQ on TCE permits gives when someone is parked in your encroachment area. The contact details are on the City's Temporary Construction-related Encroachment (TCE) permit page.

The permit is in the name of the permit holder and is not transferable, so the holder makes that call. The City accepts applications from residents, contractors or construction companies, so the holder may be you, your contractor or the bin company, depending on what you agreed in writing.

It helps to have these ready:

- the permit itself, which the holder must post prominently on the outside of the encroachment area
- the address and the exact location of the permitted area
- the days and times the permit covers, since the City may limit a permit to part of the day or to specified days

If your permitted area includes parking spaces, the City's FAQ explains how that is set up: after the application is

submitted, a Traffic Management Inspector contacts the applicant, and temporarily removing parking needs a minimum of four business days notice.
The permit holder also supplies all traffic-control devices for the area, in general conformance with the Ontario Traffic Manual Book 7, and in winter removes snow from it and keeps walkways clear.

If the bin has not arrived yet, tell the bin company the spot is taken before delivery day, so the drop-off can be planned around it.

The next step is the one the City names: contact the City with the permit details in hand.

Q18

How far ahead should I apply for a street bin permit in Ottawa?

Apply at least 10 business days before the date you want the bin on the street. That is the minimum processing time the City of Ottawa gives for a Temporary Construction-related Encroachment (TCE) permit, the permit the Road Activity By-law 2003-445 requires before a bin goes on the road, boulevard, sidewalk or a public laneway.

A few things on the City's own pages affect the plan:

- If a parking space has to be removed for the bin, the City needs a minimum of four business days notice. The City's FAQ says a Traffic Management Inspector contacts you after the application is submitted.
- A permit for 10 working days or less is a Simple permit. Longer than that, or any renewal, is a Complex permit, and City staff decide the type. A Complex permit needs commercial general liability insurance of at least $5,000,000 naming the City.
- A Traffic Management Plan is required if the bin affects a bus stop or route, closes a sidewalk, bike lane or road, sits near a fire hydrant, or is within 30 metres of a signalized intersection. Otherwise the application carries a sketch, picture or map of the spot.
- A permit runs for up to three months and may be limited to part of the day or to specified days.

The permit is emailed to the applicant once it is approved. It is in the name of the permit holder and is not transferable, and the City accepts applications from residents, contractors or construction companies. So the first thing to settle is who applies, because that application date is where the 10 business days start.
Before you pick a drop-off date with a bin company, agree in writing who applies for the permit, then count 10 business days forward from the day the application goes in.

Disclaimer: This guide is provided for informational purposes only by Ottawa Construction Bins. It does not constitute professional advice. Always consult qualified contractors and your local building authority (the City of Ottawa) before placing a bin. A bin on the road, boulevard, sidewalk or a public laneway needs the City's Temporary Construction-related Encroachment (TCE) permit, and asbestos never goes in an ordinary bin. Information is current as of November 15, 2026 and may change. Visit **ottawaconstructionbins.ca** for the latest answers.