



Township of  
**Leeds and the  
Thousand Islands**

**Planning and Development Department**

1233 Prince Street, P.O. Box 280

Lansdowne, ON K0E 1L0

Phone: 613-659-2415; 866-220-2327

Fax: 613-659-3619

Email: [planningtechnician@townshipleeds.on.ca](mailto:planningtechnician@townshipleeds.on.ca)

**NOTICE OF COMPLETE APPLICATION PUBLIC MEETING  
PROPOSED ZONING BY-LAW 07-079 TOWNSHIP INITIATED  
ACCESSIBILITY AMENDMENTS  
(Section 34 of the Planning Act)**

**DATE OF HEARING:** Tuesday, September 3, 2024

**TIME OF HEARING:** 5:45 pm

**LOCATION:** 1233 Prince Street, Lansdowne, ON.

**Options for attending the meeting will be in person in the Council Chambers and virtually online/by phone through Zoom. Details on how to participate are included below.**

**FILE NUMBER:** D14-2024-008

**PURPOSE AND EFFECT:** The proposed Zoning By-Law amendment will amend the text of Zoning By-Law Number 07-079 to permit unenclosed building components that are required for accessibility purposes to encroach into required minimum setbacks, under certain circumstances. It is also proposed to exempt barrier-free buildings from the calculation of lot coverage. The subject application stems from a Council resolution from its meeting on October 10, 2023, directing Township Planning & Development staff to bring forward an amendment to the Township Zoning By-Law to '...permit limited encroachments for accessibility structures necessary for approach or entrance to a structure.'

Council will hold a public meeting on September 3, 2024 regarding this amendment. All those interested are invited to attend the in person/virtual public meeting and express their views.

As this amendment is of general application to all lands in the Township of Leeds and the Thousand Islands, no key map is provided.

To view documents concerning this application, please visit:

<https://www.leeds1000islands.ca/en/growing/active-applications.aspx>

**Related Application(s):** N/A

## HOW TO PARTICIPATE:

All comments received will become part of the public record. Comments can be provided in a writing, email or verbally in person/virtually. Staff are unable to accept verbal comments over the phone or in person outside of the meeting.

Anyone attending in person in the Council Chambers or virtually online/by phone through Zoom will be provided the opportunity to comment on an application. The ways to comment on an application are:

1. Written Comments – By Email: [planningtechnician@townshipleeds.on.ca](mailto:planningtechnician@townshipleeds.on.ca)  
By Mail: Township of Leeds and the Thousand Islands  
Attn: Amanda Werner-Mackeler, Planning Technician  
1233 Prince Street P.O. Box 280  
Lansdowne, ON K0E 1L0
2. In Person Attendance – In person attendance will be in the Council Chambers at the Township Office at 1233 Prince Street, Lansdowne, ON.
3. Virtual/Phone Attendance – If you wish to attend virtually/by phone, you are required to register to be an attendee prior to the meeting. To participate in the meeting virtually please visit the Township’s website. Select Council and Committee Calendar at the bottom of the main page, then select the meeting you are interested in attending. On the meeting agenda there is a link to register in advance to attend the meeting online. Once registered, you will receive a follow up email from Megan Shannon, Clerk with the details to attend the meeting by computer or by phone.

If you have any issues registering online, please call 613-659-2415 x 203 before August 30, 2024 and indicate your name, phone number, email address and application you wish to speak to. Staff will register you for the meeting using your email address and you will receive a follow up email from Megan Shannon, Clerk with the details on how to attend the meeting by computer or by phone.

## MAKE YOUR VIEWS KNOWN

The purpose of the Public Meeting is to present planning applications in a public forum as required by the *Planning Act* and to inform the public of the purpose of the application and the effect of the proposed amending Zoning By-Law. At the public meeting, members of the public are provided the opportunity to provide comments and questions regarding the application. No decisions are made at public meetings concerning applications; the public meeting is held to gather public opinion.

This notice has been mailed to you, as required by the *Planning Act*, to ensure that as an interested party you may make your views known on the above application. You may express your support or opposition to the proposed amendment by either attending the above public hearing or sending a letter by mail, email, fax or hand-delivery prior to the hearing date. Any correspondence received will become part of the public record. Please note that written comments may be submitted anytime between the municipality’s receipt of a complete application from the applicant and the decision of Council.

## POTENTIAL APPEAL LIMITATIONS

If a person or public body would otherwise have an ability to appeal the decision of the Council for the Township of Leeds and the Thousand Islands to the Local Planning Appeal Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the Township of Leeds and the Thousand Islands before the by-law is passed, the person or public body is not entitled to appeal the decision.

If a person or public body does not make oral submissions at a public meeting, or make written submissions to the Township of Leeds and the Thousand Islands before the by-law is passed, the person or public body may not be added as a party to the hearing of an

appeal before the Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

## **FURTHER INFORMATION**

Additional information regarding the proposal, including the draft by-law, may be obtained by contacting Lindsay Lambert, Senior Planner at 613-659-2415 ext. 226 or by e-mail at [seniorplanner@townshipleeds.on.ca](mailto:seniorplanner@townshipleeds.on.ca).

### **Office Location:**

1233 Prince St, Lansdowne, ON

### **Mailing Address:**

Township of Leeds and the Thousand Islands  
1233 Prince St, PO Box 280  
Lansdowne, ON K0E 1L0

### **Website:**

<https://www.leeds1000islands.ca/en/governing/council-and-committee-calendar.aspx>

Additional information and materials will be available to the public for electronic viewing at the Township Office. Additional information and materials will be available by email and on the active applications webpage on the Township website.

## **RECEIVE A COPY OF THE COUNCIL'S DECISION**

If you wish to be notified of the decision of the Council of the Township of Leeds and the Thousand Islands on the proposed zoning by-law amendment, you must make a written request to Amanda Werner-Mackeler, Planning Technician at:

Township of Leeds and the Thousand Islands  
Attn: Amanda Werner-Mackeler, Planning Technician  
1233 Prince St, PO Box 280  
Lansdowne, ON K0E 1L0

Email: [planningtechnician@townshipleeds.on.ca](mailto:planningtechnician@townshipleeds.on.ca)

## **ACCESSIBILITY INFORMATION**

If you are a person with a disability and need Township of Leeds and the Thousand Islands information provided in another format, please contact our Clerk's office at 613-659-2415 x 231 or [clerk@townshipleeds.on.ca](mailto:clerk@townshipleeds.on.ca).

## **MULTI-RESIDENTIAL UNIT NOTIFICATION**

If you have received this notice and you are the owner of land that contains seven or more residential units, please post this notice in a location that is visible to all of the residents.

DATED at the Township of Leeds and the Thousand Islands on the 23<sup>rd</sup> day of July, 2024.

**Megan Shannon**  
**Clerk**