



**NOTICE OF A COMPLETE APPLICATION AND
PUBLIC MEETING
ZONING BY-LAW AMENDMENT
(Section 34 of the *Planning Act*)**

DATE OF MEETING: Monday May 6, 2024
TIME OF MEETING: 6:00 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: D14-2024-004

Location: 311 Stratford Road
Owner: Jeffrey Cavanagh and Kelly Cavanagh
Agent: ZanderPlan Inc.
Roll Number: 08-12-812-025-32100-0000
Related Application(s): Not Applicable



KEY MAP: Subject property shown in blue outline and blue fill.

PURPOSE AND EFFECT OF PROPOSED ZONING BY-LAW AMENDMENT

A complete Zoning By-Law Amendment application has been submitted for the property municipally known as 311 Stratford Road. The purpose of the proposed amendment is to change the zoning of the subject lands from Island Residential 'RI' zone to an Island Residential Special Exception 'RI-X' zone to legalize a sleeping cabin located on the second floor of an existing detached garage. The application is also seeking zoning relief with respect to the size (71 square metres) and height (7.9 metres) of the sleeping cabin.

To view the supporting documents with respect to this application, please visit:
<https://www.leeds1000islands.ca/en/growing/active-applications.aspx>

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
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 May 3, 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 Ontario Land Tribunal (OLT) 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 may be obtained by contacting Lindsay Lambert, Senior Planner at 613-659-2415 x 226 or by e-mail at seniorplanner@townshipleeds.on.ca.

Office Location:

1233 Prince Street, Lansdowne, ON

Mailing Address:

Township of Leeds and the Thousand Islands
1233 Prince Street, P.O. Box 280
Lansdowne, ON K0E 1L0

Website: www.leeds1000islands.ca

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

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.

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 April 16, 2024.

Megan Shannon
Clerk