



DEVELOPMENT APPLICATION
Section 41 (Site Plan Approval) and
Section 45 (Minor Variance) of the Planning Act

OFFICE USE ONLY			
Application:	D13-2024-053	Date Received:	October 18, 2024
Roll Number:	816-015-16945	Deemed Complete:	November 6, 2024
Application Fee:	Application \$850 Septic Review \$215	<input type="checkbox"/> Cheque <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Interac <input type="checkbox"/> N/A	
Posting of Sign By:	<input checked="" type="checkbox"/> Owner <input type="checkbox"/> Agent <input type="checkbox"/> Staff (\$50 Fee) <input type="checkbox"/> Other		
Posting of Sign Fee:	<input type="checkbox"/> Cheque <input type="checkbox"/> Cash <input type="checkbox"/> Interac <input checked="" type="checkbox"/> N/A		
1. APPLICATION TYPE (Check all that apply)			
<input checked="" type="checkbox"/> Minor Variance Application			
<input type="checkbox"/> Site Plan Agreement			
2. PRE-CONSULTATION (Attach supporting documentation)			
<input checked="" type="checkbox"/> TLTI - Staff		<input type="checkbox"/> Leeds, Grenville & Lanark Health Unit	
<input checked="" type="checkbox"/> CRCA		<input type="checkbox"/> St. Lawrence Parks Commission	
<input type="checkbox"/> Other:			
3. COMPLETE APPLICATION REQUIREMENTS			
<input type="checkbox"/> Complete Application Form			
<input type="checkbox"/> Authorization of Applicant (if applicable)			
<input type="checkbox"/> Affidavit signed by a Commissioner of Oaths, Notary, etc. (Available at Office)			
<input type="checkbox"/> Township and other Agency (if applicable) Applications and Fees			
<input type="checkbox"/> Cover Letter and/or report			
<input type="checkbox"/> Survey Plan (if available)			
<input type="checkbox"/> Deed			
<input type="checkbox"/> Scaled Sketch as per Section 11 (1 hard copy (11x17 paper or less) or 1 digital copy)			
<input type="checkbox"/> Minimum Distance Separation Calculation Form (if applicable)			
<input type="checkbox"/> All Supporting Information identified through Pre-Consultation including DRT			
4. SUBJECT LAND			
Assessment Roll Number: 08-12-816-015-15009-0000			
Civic Address: 974 Burma Lane Lansdowne ONT K0E 1L0			
Legal Description (Concession, Lot, Part, Reference Plan numbers): LANS CON 7 PT LOT 15 RP 28R99 Part 5, 18, 19 Charleston Lake			
Date subject land acquired by current owner: June 14 2024			

5. REGISTERED OWNER(S)

All owners must be included. If company, identify principals. A separate page may be submitted, if needed.

Name(s): Luke Raymond John Severson

Company Name (if applicable): _____

Mailing Address: 974 Burma Lane Lansdowne ONT K0E 1L0

Phone (home): _____ Phone (cell): 613 349 6145

Email Address: Luke.r.jo.Severson@gmail.com

6. APPLICANT INFORMATION

If an applicant is NOT the owner of the subject lands, written authorization from **all registered owner(s)** must be obtained stating that the agent is authorized to make the application (Section 13)

6.1 Is the applicant the same as the owner?

☒ Yes (same information as above)

☐ No (please fill out below **and** complete Section 14 - Agreement, Authorization and Declaration)

6.2 Name(s): _____

Company Name (if applicable): _____

Mailing Address: _____

Phone (home): _____ Phone (cell): _____

Phone (work): _____ Email Address: _____

7. SUBJECT LAND CHARACTERISTICS

7.1 Please list and describe any existing easements, right-of-ways or restrictive covenants that apply to the subject property (required to be shown on sketch)

Burma Lane

7.2 Site Description: (briefly describe factors that may impact the proposed development, such as soil type and depth, lot configuration, steep slopes or low-lying areas, natural feature, etc.) Rock / cliffs

7.3 Dimensions of Subject Land

Total Lot Area: 1,307 M ~~hectares~~ 0.3 Acre acres
 Lot Depth: 50.242 M metres feet
 Lot Width (frontage): 26 M metres feet

7.4 Road Access (include name)

- ☐ Provincial Highway: _____
☐ County Road: _____
☐ Municipal Road: _____
☒ Private Right-of-Way: Burma Lane
☐ Water Only: _____

7.5 If access to the subject land is by water only, provide details of parking and docking facilities to be used and the approximate distance of these from the subject land and the nearest public road:

7.6 Servicing – Water

Existing Proposed Not Applicable

Municipal Piped Water System ☐ ☐ ☒

Privately Owned and Operated Well

☐ Dug ☐ ☐ ☒☐ Drilled ☐ ☐ ☒☐ Communal ☐ ☐ ☒Lake or Other Water Body: ☒ ☐ ☐Other: ☐ ☐ ☐**7.7 Servicing – Sewage**

Existing Proposed Not Applicable

Municipal ☐ ☐ ☒

Privately-Owned

☐ Individual Sanitary Sewage System ☐ ☐ ☒☐ Communal Sanitary Sewage System ☐ ☐ ☒☐ Composting/Self-Contained Toilet ☐ ☐ ☒☐ Privy ☐ ☐ ☒☐ Outhouse ☐ ☐ ☒Other: (Specify) Holding Tank ☒ ☐ ☐**7.8 Servicing – Storm Drainage**

Existing Proposed Not Applicable

Sewers ☐ ☐ ☒Ditches ☐ ☐ ☒Swales ☐ ☐ ☒Other (Specify): _____ ☐ ☐ ☒

8. OFFICIAL PLAN, ZONING BY-LAW AND LAND USE INFORMATION

8.1 Official Plan Designation: *Rural Flood Plain, Significant Wetland*
other - Woodlands, Highly Vulnerable Aquifer

8.2 Special Policy Area: ☐ 1000 Islands ☒ Highly Sensitive Lake Trout Lake ☐ No

8.3 Zoning: *Shoreline Residential*

8.4 Is this a designated heritage property: ☐ Yes ☒ No

8.5 Existing Use(s): (indicate uses and length of time uses have continued)
The property is used as a seasonal dwelling.

8.6 Proposed Use(s): *Minor Variance to Keep 2 Seasonal decks*
and Pump house which were constructed by previous
owner with out permission prior to me purchasing
the property *Residential*

8.7 Existing Use on Adjacent Lands:

North: *Charleston Lake*

South: *Seasonal residence*

East: *Seasonal residence*

West: *Seasonal residence*

8.8 Previous Use(s): (indicate all previous land uses on the subject land or adjacent lands including any industrial or commercial use, or if there is suspected contamination) Previous use of subject land and adjacent lands was and continues to be *seasonal residence.*

8.9 Indicate any current or previous application under the *Planning Act* affecting the subject land:

Application Type File Number File Status

Minor Variance

Site Plan Agreement

Zoning By-Law Amendment

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9. REQUIRED PLANS

- 9.1** A detailed sketch in metric has been attached with the required information as noted in Section 9.2. ☐ Yes ☐ No
- All required site plan drawings, elevations, cross-sections, grading, drainage, etc. along with the required information as noted in Section 9.3. ☐ Yes ☐ No

9.2 Sketch Requirements

For minor variance, a detailed sketch **is required**. The sketch must include:

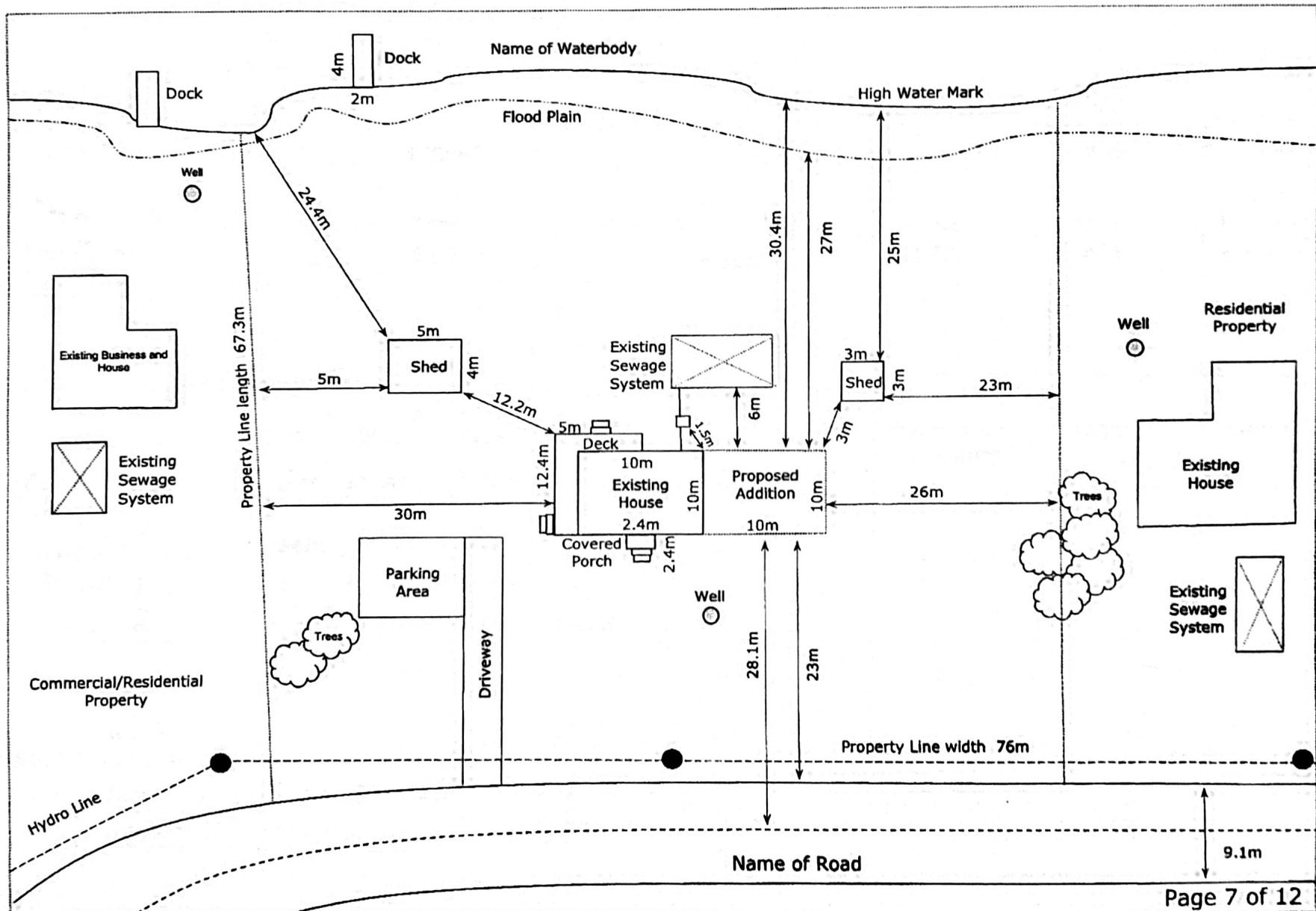
- (a) The boundaries and dimensions of the subject land.
- (b) The location, size and type of all existing and proposed buildings and structures on the subject land, indicating their distance from the front lot line, rear lot line and side lot line.
- (c) The approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, flood plains drainage, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that:
 - (i) Are located on the subject land and on land that is adjacent to it, and
 - (ii) In the applicant's opinion, may affect the application.
- (d) The current uses of land that is adjacent to the subject land.
- (e) The location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right of way.
- (f) If access to the subject land will be by water only, the location of the parking and docking facilities to be used; and
- (g) The location and nature of any easement affecting the subject land.

9.3 Site Plan Requirements

In addition to Section 9.2, for site plan applications, drawings showing plan, elevation and cross-section views for each building to be erected, except a building to be used for residential purposes containing fewer than 25 dwelling units which drawings are sufficient to display,

- (a) The massing and conceptual design of the proposed building;
- (b) The relationship of the proposed building to adjacent buildings, streets and exterior areas to which members of the public have access;
- (c) The provision of interior walkways, stairs, elevators and escalators to which members of the public have access from streets, open spaces and interior walkways in adjacent buildings;
- (d) Matters relating to exterior design, including without limitation the character, scale, appearance and design features of buildings, and their sustainable design, but only to the extent that it is a matter of exterior design
- (d.1) Matters relating to exterior access to each building that will contain affordable housing units or to any part of such building, but only to the extent that it is a matter of exterior design;
- (e) the sustainable design elements on any adjoining highway under a municipality's jurisdiction, including without limitation trees, shrubs, hedges, plantings or other ground cover, permeable paving materials, street furniture, curb ramps, waste and recycling containers and bicycle parking facilities; and
- (f) facilities designed to have regard for accessibility for persons with disabilities.

9.3 SAMPLE SKETCH – Measurements, setbacks for all structures must be transcribed onto Sections 10 and 11.



10. EXISTING STRUCTURES & SETBACKS ON SUBJECT LAND (Indicate any to be demolished)**10.1 Existing Structures in metres. Include all structures on subject land, including marine facilities and structures under 10 square metres.**

Type of Structure	Ground Floor Area	Gross Floor Area	Number of Stories	Dimensions			Year Built
				Length	Width	Height	
Cottage	99.7m ²		1	11.6m	8.6m	4.8m	Unknown
Shed		4.32m ²	1	1.8m	2.4m	2.2m	Unknown
Deck 1		4.4m ²	1	5.7m	1.75m	N/A	Unknown
Deck 2		16.8m ²	1	7.3m	2.3m	N/A	Unknown

10.2 Setbacks of Existing Structures to property boundaries, shoreline, etc. in metres

Type of Structure	Front	Side ^W	Side ^E	Rear	Water	Flood Plain	Public Road (center)	Right of Way (edge)	Other
Cottage	12.5m	10m	3.7m	21.6m	12m			21.6m	
Shed	3.4m	2.2m	2m	8m	2.4m			8m	
Deck 1	21.1	10m	9.8m	21.1	21.7			19.85	
Deck 2	12.5m	10m	8.1m	14.8	12.5m			28.5	
==									
Holding Tank	14.10m	4.5m	21.7m	14.8 35m	14.6m			18.8m	

10.3 Existing Parking & Loading SpacesExisting Number of Standard Parking Spaces: 3Existing Number of Barrier Free Parking Spaces: Existing Number of Loading Spaces:

11. PROPOSED STRUCTURES & SETBACKS ON SUBJECT LAND (Indicate any to be demolished)**11.1 Proposed Development (if any) in square metres, metres**

Type of Structure	Ground Floor Area	Gross Floor Area	Number of Stories	Dimensions			Year Built
				Length	Width	Height	
Pump House		5.51m	1	2.9m	1.9m	2.4m	2017
Deck 3		9.49m	1	2.6m	3.65m	N/A	unknown
Deck 4		48m	1	7.31m	9.5m	N/A	unknown

11.2 Setbacks of Proposed Structures to property boundaries, shoreline, etc. in metres

Type of Structure	Front	Side	Side	Rear	Water	Flood Plain	Public Road (center)	Right of Way (edge)	Other
Pump House	14m	7m	10.8m	21.6m	14m			21.6m	
Deck 3	0m	10.8m	12 m	26.6m	0m			35.6m	
Deck 4	0m	16m	1.8m	26.6m	0m			35.6m	

11.3 Proposed Parking & Loading Spaces

Proposed Number of Standard Parking Spaces:

Proposed Number of Barrier Free Parking Spaces:

Proposed Number of Loading Spaces:

12. MINOR VARIANCE INFORMATION

12.1 Description of Proposal Upon purchase of property became aware that two decks and pumphouse were constructed without proper permissions and permits from municipality. I am proposing a Minor variance to ensure property and its structures meet municipal requirements.

12.2 Variance Requested from Zoning By-Law:

Section	Zone Requirement	Proposed Standard	Variance Required
R100-112 OF-OF9 3.32 (b)	Set back-water 30. m		retroactive permit from Cataraqui Cars Act Relief of By-law decking

12.3 Why is it not possible to comply with the provisions of the Zoning By-Law?

Pumphouse and Deck 3 and Deck 4 were built Prior to me purchasing the property

13. AUTHORIZATIONS & PERMISSION TO ENTER

All Registered Owner(s) must complete the following to authorize the applicant/agent to make the application on their behalf (if Owner is NOT the applicant) and/or to permit Council, Committees of Council, Township Staff or authorized agents to enter the subject property to conduct site inspections related to this application. If multiple owners, an authorization letter from each owner is required.

I/We Luke Severson
(name(s) of owner(s) or company)

being the registered owner(s) of the subject property of this application:

- ☒ Hereby authorize the following person(s) to act as our agent to prepare, submit the application and pay any associated fees on my/our behalf (if applicable):

John Severson, Lisa Severson, Danny Gray
(Name of Applicant(s)/Authorized Agent(s))

- ☒ Hereby authorize Council, Committees of Council, and Township Staff or authorized agents to enter the subject property without notice to conduct site inspections related to this application.
- ☒ Agree to ensure that any driveway/lanes are accessible during the circulation period of the application so that Committee members, Township staff and other agencies do not have any barriers blocking access to the subject land. Island properties will require a boat ride, which is to be provided by the owner/agent. If applicable, Township Staff will make arrangements for the most suitable date and time.
- ☒ Agree to post any required signage on site, which is prepared by Township Staff, with respect to this application in the requested timeframe of the Planning Act and upon notification by Township Staff. I/We also agree to provide photographic evidence of the posted sign at the request of Township Staff.
- ☒ Agree to stake the area of any proposed construction a minimum of 1 week prior to the hearing/meeting date of your application.
- ☒ Have included the written approval of all surveyors, designers, etc. that designed any documents, plot plans etc. to allow the Township to use their plan(s) in the notice or hearing and other documents which are viewable by the public.
- ☒ Hereby acknowledge and provide my consent, in accordance with the provisions of the Municipal Freedom of Information and Protection of Privacy Act, that the information on this application and any supporting documentation provided by myself, my agents, consultants and solicitors, will be part of the public record and will also be available to the general public.

Signature(s): [Signatures]

Date: Oct 14 2024

14. AGREEMENT TO INDEMNIFY & STATUTORY DECLARATIONI/We, Luke Severson

(name of owner, applicant or authorized agent)

Of the Leeds and the thousand Islands

(name of Municipality)

In the Leeds and Grenville

(name of County)

Hereby agree to indemnify and save harmless The Corporation of the Township of Leeds and Thousand Islands (the "Municipality") from all costs and expenses that the Municipality may incur in connection with the processing of the applicant's application for approval under the Planning Act.

Without limiting the foregoing, such costs and expenses will include all legal, engineering, planning, advertising and consulting fees and charges incurred or payable by the Municipality to process the application together with all costs and expenses arising from or incurred in connection with the Municipality being required, or requested by the applicant, to appear at the hearing of any appeal to the Local Planning Appeal Tribunal from any decision of the Council approving the applicant's application.

I/We acknowledge and agree that if any amount owing to the Municipality in respect of the application is not paid when due, the Municipality will not be required to process or to continue processing the application, or to appear before the Local Planning Appeal Tribunal in support of a decision approving the application until the amount has been paid in full.

I/We further acknowledge and agree that any amount owing by the applicant to the Municipality is, when due, a debt of the applicant and the Municipality may, in addition to any other remedies available to it at law, recover the amount owing together with interest from the applicant by action.

I/We solemnly declare that all of the above statements contained herein and all exhibits transmitted herewith including this application and any required document attached hereto are true, and I/We 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.

Signature(s): Declared before me at the: Leeds and the Thousand Islands

(name of municipality)

In the Leeds and Grenville

(name of County)

This 18 day of October, 2024.Signature of Commissioner of Oaths, etc. 

Michelle K. Hannah,
a Commissioner for Taking Oaths,
Clerk, The Corporation of the Township
of Leeds and the Thousand Islands,
Section 1 (2) (1). R.S.O. 1990 c.C17.

(Official Stamp of Commissioner of Oaths)