

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

PAID

NOV 13 2024

OFFICE USE ONLY

Application:	D13-2024-057	Date Received:	November 13, 2024
Roll Number:	812-025-07500	Deemed Complete:	November 19, 2024
Application Fee:	\$850 App. \$50 sign \$215 Sewage Review	<input checked="" type="checkbox"/> Cheque	<input type="checkbox"/> Cash <input type="checkbox"/> Interac <input type="checkbox"/> N/A
Posting of Sign By:	<input type="checkbox"/> Owner	<input type="checkbox"/> Agent	<input checked="" type="checkbox"/> Staff (\$50 Fee) <input type="checkbox"/> Other
Posting of Sign Fee:	<input checked="" type="checkbox"/> Cheque	<input type="checkbox"/> Cash	<input type="checkbox"/> Interac <input type="checkbox"/> N/A

1. APPLICATION TYPE (Check all that apply)

- ☒ Minor Variance Application
☐ Site Plan Agreement

2. PRE-CONSULTATION (Attach supporting documentation)

- ☒ TLTI – Staff ☐ Leeds, Grenville & Lanark Health Unit
☒ CRCA ☐ St. Lawrence Parks Commission
☐ Other:

3. COMPLETE APPLICATION REQUIREMENTS

- ☐ Complete Application Form
☐ Authorization of Applicant (if applicable)
☐ Affidavit signed by a Commissioner of Oaths, Notary, etc. (Available at Office)
☐ Township and other Agency (if applicable) Applications and Fees
☐ Cover Letter and/or report
☐ Survey Plan (if available)
☐ Deed
☐ Scaled Sketch as per Section 11 (1 hard copy (11x17 paper or less) or 1 digital copy)
☐ Minimum Distance Separation Calculation Form (if applicable)
☐ All Supporting Information identified through Pre-Consultation including DRT

4. SUBJECT LAND

Assessment Roll Number: 812-025-07500

Civic Address: 355 Thousand Islands Parkway, Lansdowne

Legal Description (Concession, Lot, Part, Reference Plan numbers): PT LOT 7,
CON 1 LANSDOWNE (cont'd - see attached Register for Parcel)

Date subject land acquired by current owner: 2015 (from family)

5. REGISTERED OWNER(S)

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

Name(s): Andrew Moore, Jacob Moore, & Jennifer Moore

Company Name (if applicable): _____

Mailing Address: 52 Knapp St., Easton, CT 06612 / 182 Newbridge St. Hingham MA 02043 / 10401 Southwest 41st Ave. Ocala, FL 34476

Phone (home): _____

Phone (cell): 1-330-961-8091

Email Address: ajpmoore@hotmail.com / jacob.ed.moore@gmail.com / jenmoorea@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): Martin Mack

Company Name (if applicable): Concord Homes

Mailing Address: 1020 Bayridge Drive, Suite 208
Kingston, ON K7P 2S2

Phone (home): 613-384-0033

Phone (cell): _____

Phone (work): _____

Email Address: estimating@concordhomes.ca

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)

N/A

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.)

- property is mostly treed, area between house and shoreline is manicured lawn

DEVELOPMENT APPLICATION

Township of Leeds and the Thousand Islands

7.3 Dimensions of Subject Land

Total Lot Area: 5.22 hectares acres
 Lot Depth: 325 metres feet
 Lot Width (frontage): 136 metres feet

7.4 Road Access (include name)

- ☐ Provincial Highway: _____
☐ County Road: _____
☒ Municipal Road: 1000 Islands Parkway
☒ Private Right-of-Way: through own property (own several parcels)
☐ 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

Municipal Piped Water System

Privately Owned and Operated Well

☐ Dug

☒ Drilled

☐ Communal

Lake or Other Water Body:

Other:

Existing Proposed Not Applicable

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7.7 Servicing – Sewage

Municipal

Privately-Owned

☒ Individual Sanitary Sewage System

☐ Communal Sanitary Sewage System

☐ Composting/Self-Contained Toilet

☐ Privy

☐ Outhouse

Other: (Specify)

Existing Proposed Not Applicable

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7.8 Servicing – Storm Drainage

Sewers

Ditches

Swales

Other (Specify): _____

Existing Proposed Not Applicable

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

8.1 Official Plan Designation: Rural, Flood Plain, Provincially Significant Wetland, Woodlands, Highly Vulnerable Aquifer, Significant Groundwater Recharge Area.

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

8.3 Zoning: Shoreline Residential, Flood Plain, Locally Significant Wetland

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

8.5 Existing Use(s): (indicate uses and length of time uses have continued)

-existing single family dwelling - 100+ years

8.6 Proposed Use(s):

-existing single family dwelling

8.7 Existing Use on Adjacent Lands:

North: residential

South: residential

East: residential

West: residential

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)

residential only

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

Application Type

File Number

File Status

Minor Variance

Site Plan Agreement

Zoning By-Law Amendment

Official Plan Amendment

Consent

Subdivision

Other:

☒ There have been no previous Planning Act applications affecting the subject lands

8.10 Potential Land Use Constraints:

On Subject Lands	On Adjacent Lands Within	No
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Agricultural Operation including Livestock Facility or Stockyard (If Yes, MDS info must be submitted)	<input type="checkbox"/>	<input type="checkbox"/> 1000m	<input checked="" type="checkbox"/>
Waste Management Site or Landfill	<input type="checkbox"/>	<input type="checkbox"/> 500m	<input checked="" type="checkbox"/>
Sewage Treatment Plant or Waste Stabilization	<input type="checkbox"/>	<input type="checkbox"/> 500m	<input checked="" type="checkbox"/>
Provincially Significant Wetland (PSW)	<input type="checkbox"/>	<input type="checkbox"/> 120m	<input checked="" type="checkbox"/>
Locally Significant Wetland (LSW)	<input type="checkbox"/>	<input checked="" type="checkbox"/> 50m	<input type="checkbox"/>
Area of Natural and Scientific Interest (ANSI)	<input type="checkbox"/>	<input type="checkbox"/> 50m	<input checked="" type="checkbox"/>
Flood Plain	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Wellhead Protection (Village of Lansdowne)	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
James W. King Intake Protection Zone - St. Lawrence River - South of Gananoque (OP Schedule A6)	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Licensed Mine, Pit or Quarry or an area designated for Aggregate Extraction	<input type="checkbox"/>	<input type="checkbox"/> 1000m	<input checked="" type="checkbox"/>
Rehabilitated Mine/Pit/Quarry Site?	<input type="checkbox"/>	<input type="checkbox"/> 500m	<input checked="" type="checkbox"/>
Industrial or Commercial Use, or Wrecking Yard	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Specify Use: _____			
Active Railway Line	<input type="checkbox"/>	<input type="checkbox"/> 500m	<input checked="" type="checkbox"/>
Municipal or Federal Airport	<input type="checkbox"/>	<input type="checkbox"/> 500m	<input checked="" type="checkbox"/>
Provincial Highway 401	<input type="checkbox"/>	<input type="checkbox"/> 250m	<input checked="" type="checkbox"/>
Utility Corridor(s) i.e. Power Lines, Hydro Easement	<input type="checkbox"/>	<input type="checkbox"/> 500m	<input checked="" type="checkbox"/>
i.e. Natural Gas or Oil Pipeline, etc.	<input type="checkbox"/>	<input type="checkbox"/> 500m	<input checked="" type="checkbox"/>
Gas Station – Currently or at Any Time	<input type="checkbox"/>	<input type="checkbox"/> Adjacent	<input checked="" type="checkbox"/>
Lands suspected to be contaminated	<input type="checkbox"/>	<input type="checkbox"/> 500m	<input checked="" type="checkbox"/>
Has grading of the subject land been changed by adding earth or other material(s)?	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Designated Heritage Building/Site	<input type="checkbox"/>	<input type="checkbox"/> 500m	<input checked="" type="checkbox"/>

8.11 Additional information that may be relevant to the review of the application:☐ Provided on a Separate Sheet

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:

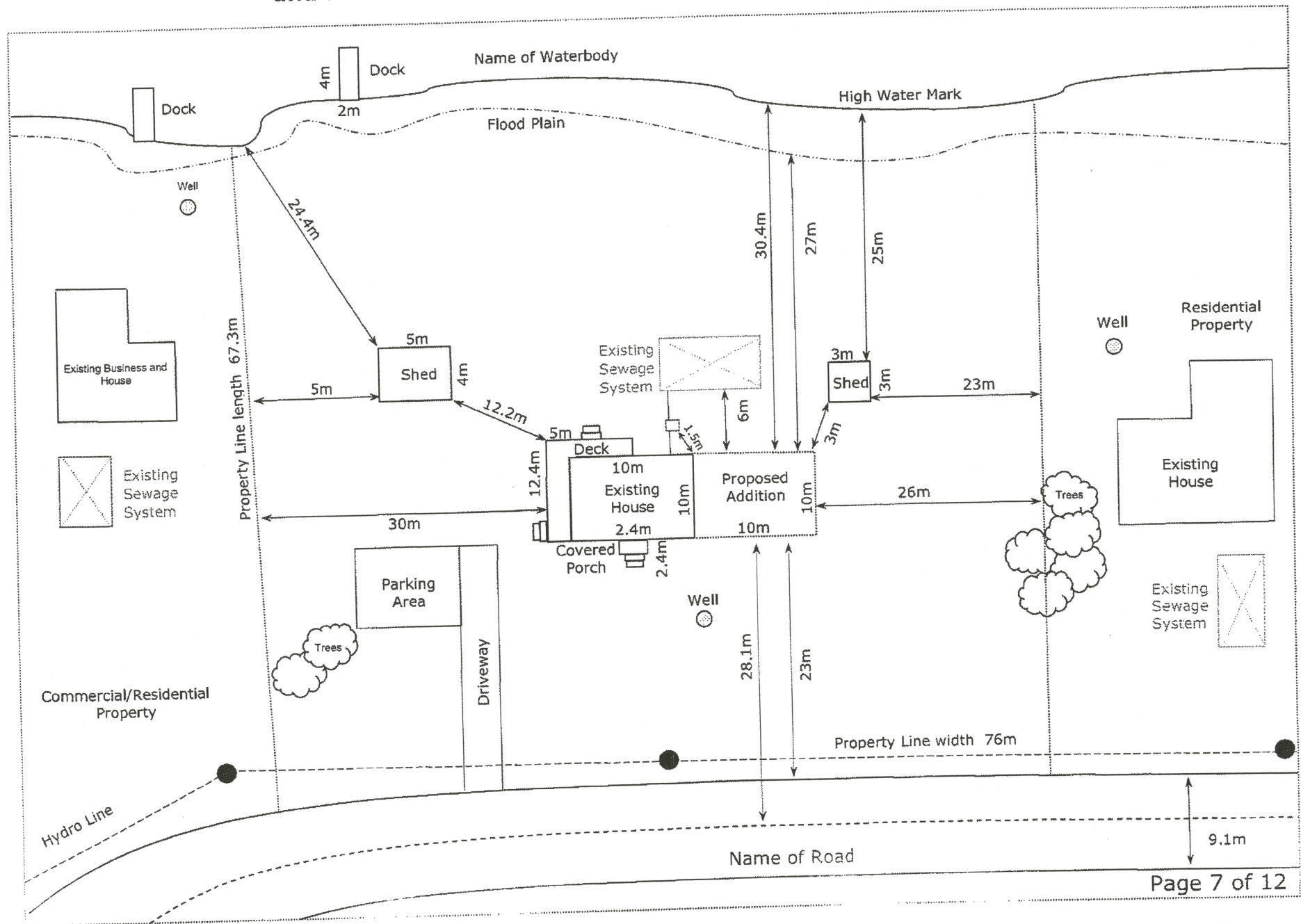
- (a) The boundaries and dimensions of the subject land.
- (b) The location, size and type of all existing and proposed buildings and structures on the subject land, indicating their distance from the front lot line, rear lot line and side lot line.
- (c) The approximate location of all natural and artificial 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	
House	150m ²	300m ²	2	16.46m	9.14m	8.14m	unknown
Side Stairs	9.3m ²	9.3m ²	NA	5.18m	1.8m	3m.	"
Deck	15m ²	15m ²	NA	4.7	4	1.2m.	"
Waterside Concrete ^{steps}	5.4m ²	5.4m ²	NA	3m	1.8m	1.2m.	"
Back Concrete Step	2.46m ²	2.16m ²	NA	1.8m	1.2m	0.3m	"

10.2 Setbacks of Existing 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
House	22m	106m	45m	299m	22m		N/A		
Side Stairs	26m	104.2m	61.46	299m	26m		N/A		to be rebuilt
Deck	17m	106m	57.46	308.14m	17m		N/A		to be demo'd.
Waterside Conc. ^{steps}	22m	112m	52.3m	308.14m	22m		N/A		to be demo'd
Back Concrete Step	33m	113.3	52.3m	297.8m	33m		N/A		to be demo'd.

10.3 Existing Parking & Loading Spaces

Existing Number of Standard Parking Spaces: plenty

Existing 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	
2nd Lvl Raised Walls	N/A	44.8m ²	2nd Lvl only	9.14m	4.9m	8.14m	
Deck	55m ²	55m ²	NA	11m	5m	1.2m	
Side stairs - rebuild	9.3m ²	9.3m ²	NA	5.18m	1.8m	3m	

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
2nd Lvl Raised Walls	22m	106m	56.5m	299m	22m		NA		
Deck	16.7m	106m	50.5m	308.14m	16.7m		↓		
Side Stairs - rebuild	26m	104.2m	61.46m	299m	26m				

11.3 Proposed Parking & Loading SpacesProposed Number of Standard Parking Spaces: as exists

Proposed Number of Barrier Free Parking Spaces:

Proposed Number of Loading Spaces:

12. MINOR VARIANCE INFORMATION**12.1** Description of Proposal

-requesting permission to increase wall heights on portion of second level to align with rest of second level. & Increase deck size

12.2 Variance Requested from Zoning By-Law:

Section	Zone Requirement	Proposed Standard	Variance Required
3.21 ~9(c)	A non-conforming use or non-complying structure may not be enlarged except by permission granted by the Committee of Adjustment or by amendment to this By-law	Structure to remain as exists	Allow the enlargement of the dwelling and deck.

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

The existing dwelling is legal non-conforming, so no changes can be made to dwelling that would conform. Dwelling sits within 30m setback from St. Lawrence River.

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 Andrew Moore
(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):

Concord Homes
(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): Andrew Moore

Date: 10/22/2024

Township of Leeds and the Thousand Islands

DEVELOPMENT APPLICATION**13. AUTHORIZATIONS & PERMISSION TO ENTER**

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I/We Jacob Moore
(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):

Concord Homes

(Name of Applicant(s)/Authorized Agent(s))

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Signature(s): Jacob Moore

Date: 10/22/24

13. AUTHORIZATIONS & PERMISSION TO ENTER

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I/We Jennifer Moore-Ambrosia
(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):

Concord Homes

(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.
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- ☒ 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): 

Date: October 22, 2024

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

James Moore

(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):

Concord Homes

(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.
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- ☐ 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):

James Moore by [Signature] POA

Date:

11-19-2024

14. AGREEMENT TO INDEMNIFY & STATUTORY DECLARATIONI/We, Martin Mack of Concord Homes
(name of owner, applicant or authorized agent)Of the City of Kingston
(name of Municipality)In the City of Kingston
(name of County)

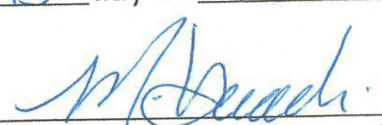
Hereby agree to indemnify and save harmless The Corporation of the Township of Leeds and Thousand Islands (the "Municipality") from all costs and expenses that the Municipality may incur in connection with the processing of the applicant's application for approval under the Planning Act.

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: Township of Leeds and the Thousand Islands
(name of municipality)in the United Counties of Leeds and Grenville
(name of County)This 13th day of November, 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)