



CORNWALL
EFI ENGINEERING

BROCKVILLE
EFI ENGINEERING

NEW YORK STATE
EFI ENGINEERING

EFI Engineering

Planning & Development Department

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

Re: Submission of Zoning By-law Amendment Application for 91 Shipman's Lane

To whom it may concern:

On behalf of Michael and Anne Tippin, EFI Engineering is pleased to submit the enclosed Zoning By-law Amendment (ZBLA) application for 91 Shipman's Lane, within the Township of Leeds and the Thousand Islands.

The purpose of this application is to request site-specific amendments to Zoning By-law No. 07-79 to permit modifications that will enhance the property's functionality, usability, and regulatory compliance, while ensuring alignment with provincial, municipal, and conservation authority policies. The proposed amendments seek to:

- Expand the detached garage to include limited habitable space (home office, gym, washroom).
- Increase the maximum permitted height of the garage from 7.0 metres to 9.9 metres.
- Formally recognize a gatehouse (4.46 sq. m.) as an accessory structure for refuse and parcel storage.
- Construct a pedestrian bridge (27.4 metres in length, 1.2 metres in width) to provide controlled access to a privately owned island.

The subject property is designated Rural Lands and Provincially Significant Wetland (PSW) under the United Counties of Leeds and Grenville Official Plan (UCLG OP) and is also designated Rural and Provincially Significant Wetland (PSW) under the Township of Leeds and the Thousand

Islands (TLTI) Official Plan (OP). It is zoned Shoreline Residential (RS) under Zoning By-law No. 07-79.

The application has been informed by pre-consultation discussions with the Township of Leeds and the Thousand Islands and the Cataraqui Region Conservation Authority (CRCA). The originally proposed carport has been removed following CRCA and Township feedback, ensuring full compliance with floodplain, erosion hazard, and wetland setback regulations.

The enclosed application includes all required supporting documents:

- Completed ZBLA Application Form
- Planning Justification Report (Prepared by EFI Engineering)
- Site Plan and Proposed Development Layout
- Conceptual Architectural Renderings
- Garage Expansion – Floor Plans and Elevations
- Garage Expansion – Structural and Section Details
- Plan of Survey
- Applicable Fees (Township and CRCA)

We appreciate your time and consideration of this application and look forward to working with your team throughout the review process. Thank you for your time and consideration of this application.

Sincerely,

Christine Stinson

Christine Stinson
Project Manager – Planning
EFI Engineering
Tel: [REDACTED]
Email: [REDACTED]

Niju Mathew

Niju Mathew. MSc (Planning)
Junior Planner
EFI Engineering
Tel: [REDACTED]
Email: [REDACTED]