

Planning and Development Department
1233 Prince Street, P.O. Box 280
Lansdowne, ON K0E 1L0
Telephone: 613-659-2415; 866-220-2327
Fax: 613-659-3619
Email: planningtechnician@townshipleeds.on.ca

Notice of Committee of Adjustment Hearing
Minor Variance/Permission Application
(Section 45 of the Planning Act)

Date: Tuesday, October 28, 2025
Time: 1:00 pm
Location: 1233 Prince Street, Lansdowne, ON.
The hearing may be attended in person in the Council Chambers and virtually online/by phone through Zoom. Details on how to participate for both options are below.

File Number: D13-2025-037
Applicant: Michelle and Shawn Brummell
Agent: Greg Ham (Seaway Design Group)
Location: 27 Hill Island Heights
Ward: Ward 1 (Former Front of Leeds and Lansdowne)

Purpose of Application

This application is requesting a permission to expand the floor area of the existing legal non-complying single detached dwelling. The existing dwelling is legal non-complying with respect to the minimum 30 metre front yard provision of the Island Residential 'RI-26' zone of Township Zoning By-Law Number 07-079. The existing 123.4 square metre single storey dwelling is proposed to be expanded with a 63 square metre addition and a 30 square metre addition. The property is currently developed with a single detached dwelling, attached deck, and two accessory structures (storage sheds). An existing 9.92 square metre portion of the dwelling and a 31.2 square metre portion of the existing attached uncovered decking is proposed to be removed to facilitate the dwelling additions and additional attached uncovered decking

The application is also requesting a permission to expand an existing attached deck. The proposed deck is approximately 94.6 square metres and is proposed to be located within the minimum 30 metre front yard provision of the Island Residential 'RI-26' zone.

The proposed development also requires zoning relief in the form of a variance from the minimum 10-metre setback from a private right-of-way for the attached uncovered deck proposed on the north side of the dwelling. The proposed setback is 9.88 metres.

Permission:

	Provision	Existing Structure	Proposed Structures	Permission Requested
-	Increase in floor area of a legal non-complying structure	Dwelling: 123.4 square metres (1,328.2 square feet)	Additions: 93 square metres (1,001 square feet)	Total gross floor area of non-complying structure: 216.4 square metres (2,329.2 square feet)
-	Increase in size of a legal non-complying structure	Uncovered Deck: 41 square metres (441.3 square feet)	Uncovered Deck: 53.6 square metres (577 square feet)	Total footprint of non-complying structure: 94.6 square metres (1,018.3)

Variance:

Zoning By-Law Section	Zoning By-Law Provision	Proposed Attached Uncovered Deck	Requested Zoning Relief for Proposed Attached Uncovered Deck
3.31(a)(v)	The minimum setback shall be 10.0 metres (32.8 ft.) from the edge of a right-of-way	9.88 metres (32.4 feet)	1.12 metres (3.7 feet)

How to Participate in the Hearing:

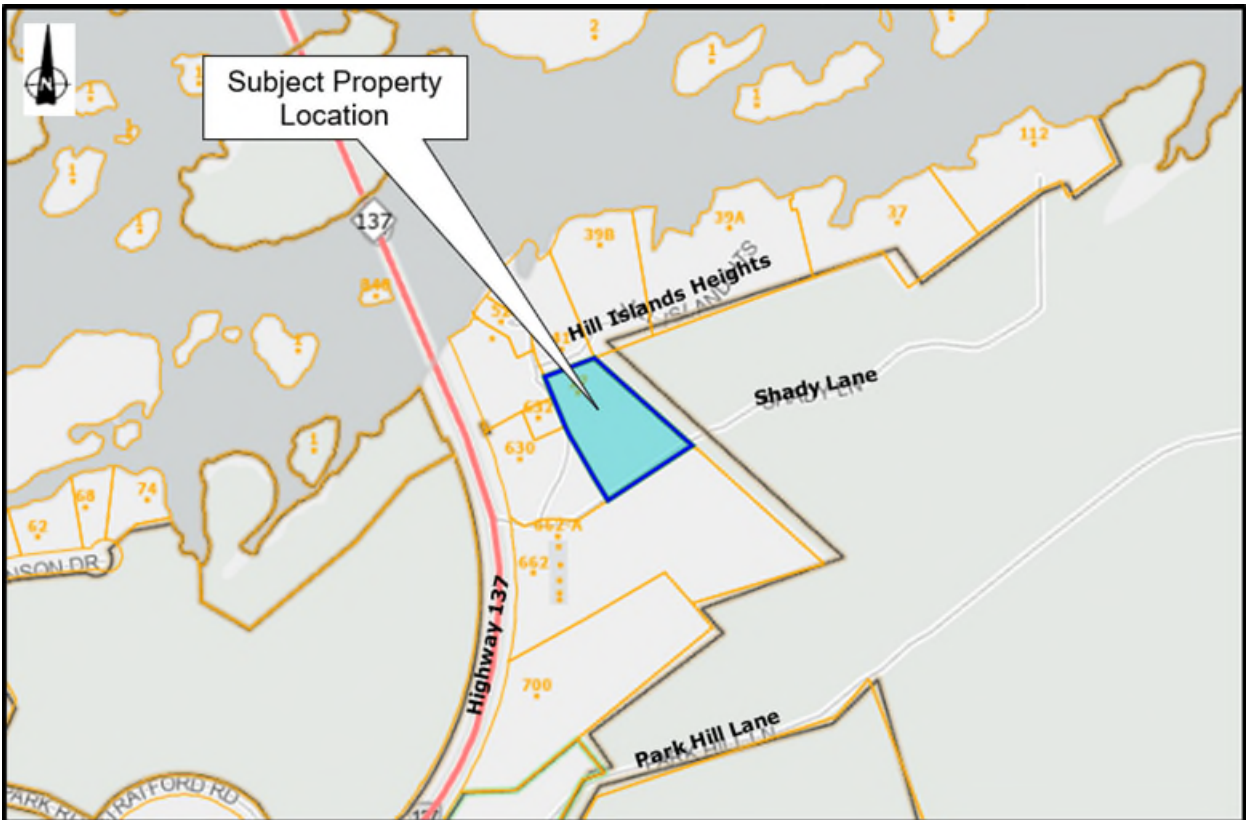
All comments received will become part of the public record. Comments can only be received in a written format or verbally in person/virtually. Staff are unable to accept verbal comments over the phone or in person outside of the hearing.

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 – Email: planningtechnician@townshipleeds.on.ca
Mail: Township of Leeds and the Thousand Islands
Attention: Amanda Werner-Mackeler, Secretary-Treasurer
1233 Prince St PO 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 St, 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 hearing. Once registered, you will receive a follow up email from the Clerk with the details to attend the hearing by computer or by phone. To register to attend the hearing virtually/by phone, please register online at:

https://us02web.zoom.us/webinar/register/WN_6QzIU3WFRuKSkVPQ2xde8w

If you have any issues registering online, please call 613-659-2415 x 203 by October 24, 2025 and indicate your name, phone number, email address and application you wish to speak to. Staff will register you for the hearing using your email address and you will receive a follow up email from the Clerk with the details on how to attend the hearing by computer or by phone.



Key Map: property subject to application for Permission/Minor Variance shown in blue

Make Your Views Known

The Committee of Adjustment will make a decision on the application on the basis of information or evidence received before and during the hearing. This notice has been mailed to you, as required by the Planning Act.

You may express your support or opposition to the proposed permission/minor variance by either attending the above virtual public hearing or sending a letter by mail, e-mail, or hand-delivery prior to the hearing date. Any correspondence received will become part of the public record. Only the applicant, a specified person, public body, and the registered owner of any land to which the Committee of Adjustment applies may appeal a decision to the Ontario Land Tribunal.

No specified person, public body or registered owner to which the decision would apply shall be added as a party to the hearing of the appeal unless, before the decision was made, the specified person, public body or registered owner of any land to which the decision applies made oral submissions at a statutory public meeting or written submissions to the Committee of Adjustment prior to the decision or, in the opinion of the Tribunal, there are reasonable grounds to add the specified person or public body as a party.

“Public body” and “specified person” are defined under Section 1(1) of the Planning Act.

Collection of Personal Information:

Personal information is collected in order to gather feedback and communicate with interested parties regarding this development proposal. This information is collected under the authority of the *Planning Act* and in accordance with the *Municipal Freedom of Information and Protection of Privacy Act*. With the exception of e-mail addresses and telephone numbers, all information and comments will become part of the public record and will appear on the Township’s website. Council and Committee meetings are broadcast live over the internet on YouTube. If you speak at the meeting your voice will be heard in the broadcast. Broadcasts are archived and continue to be publicly available.

View the Application File

Additional information concerning the Variance Application is available online at <https://www.leeds1000islands.ca/township-government/council/council-and-committee-calendar/> or by contacting Amanda Werner-Mackeler, CPT, Secretary-Treasurer, during regular office hours at 613-659-2415 x 203 or email planningtechnician@townshipleeds.on.ca.

Receive a copy of the Committee’s Decision

The Committee of Adjustment will make a decision on the application at the meeting. To receive a copy of the Committee’s decision, you must make a written request to the Committee of Adjustment c/o Township of Leeds and the Thousand Islands, 1233 Prince Street, P.O. Box 280, Lansdowne, Ontario, K0E 1L0 or 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 the 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.

For more information about this matter, contact Amanda Werner-Mackeler, CPT Secretary-Treasurer, at 613-659-2415 x 203 or email planningtechnician@townshipleeds.on.ca.

DATED at the Township of Leeds and the Thousand Islands on the 9th day of October, 2025.

Township of Leeds and the Thousand Islands

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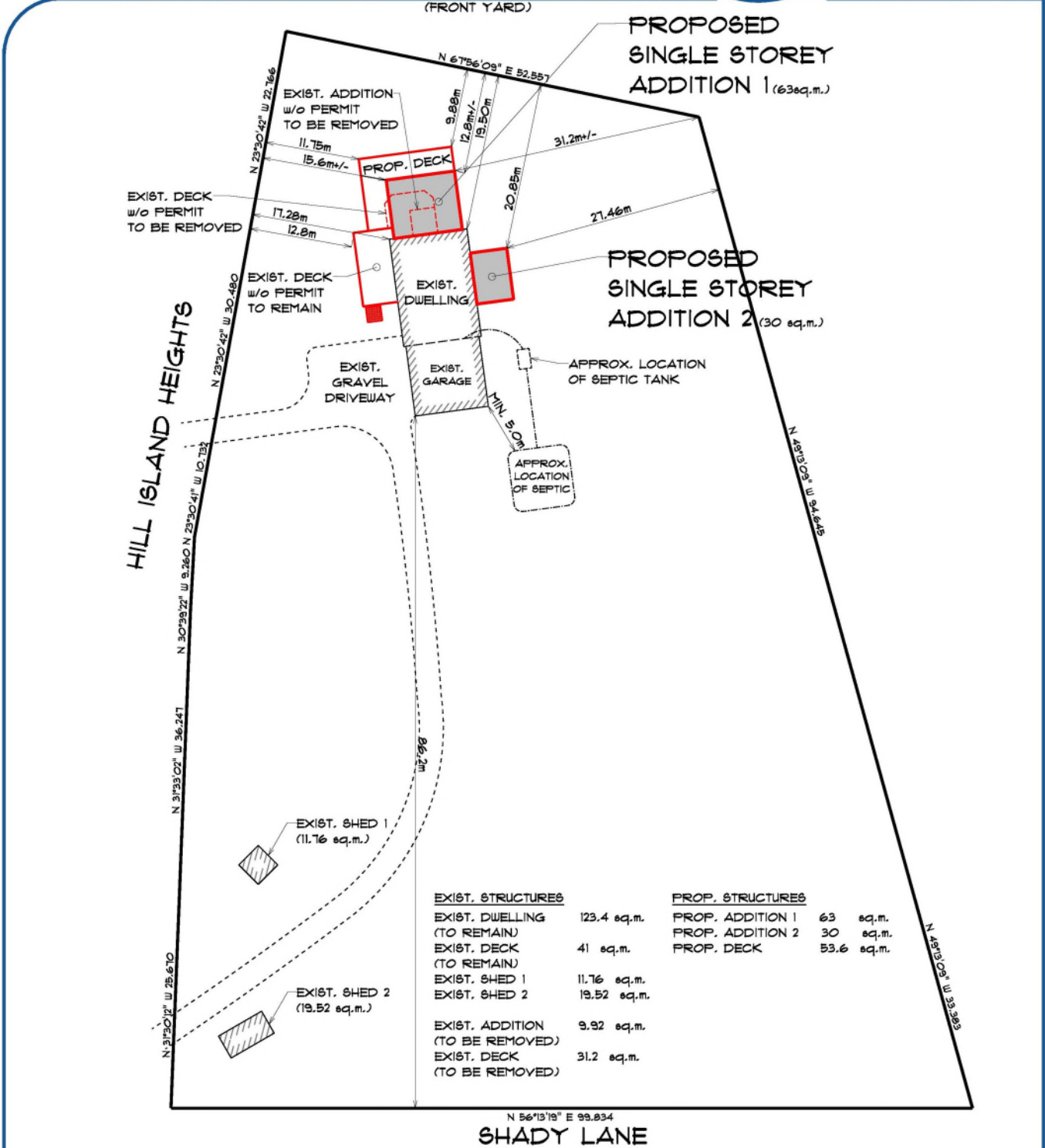
Proposed Schedule A - Proposed Plot Plan

Permission/Minor Variance: D13-2025-037

Owner: Michelle and Shawn Brummell

Location: 27 Hill Island Heights

Serving the St. Lawrence Seaway and the Ottawa Valley  www.seawaydg.ca



RI-26 - PERMITTED USES -
SINGLE DETACHED DWELLING

ZONE PROVISIONS	REQ.D	EXISTING	PROPOSED
LOT AREA	0.96 ha (min.)	1.0 ha	1.0 ha
LOT FRONTAGE	16.0m (min.)	134.0m	134.0m
YARD REQ.			
FRONT	30m (min.)	17.28m	15.6m
EXTERIOR SIDE	1.5m (min.)	90.4m	108.2m
INTERIOR SIDE	3.0m (min.)	19.4m	12.8m
REAR	1.5m (min.)	31.57m	27.4m
BUILDING HEIGHT	12m (max.)	4.8m	4.8m
LOT COVERAGE	10% (max.)	2.14%	3.42%
DWELLINGS PER LOT	1 (max.)	1	1
SLEEPING CABINS PER LOT	1 (max.)	1	0



NOTE:
THIS SITE PLAN IS NOT A LEGAL,
ALL INFORMATION TAKEN FROM
COLLETT SURVEYING LTD.
FILE NO. 14513 DATED NOV. 27, 2015

SKETCH SITE PLAN
SCALE: 1:500

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These plans have been prepared for the use of the client and are not to be used for any other purpose without the written consent of Seaway Design Group.

The undersigned has reviewed this design, has qualifications and meets the requirements set out in the Ontario Building Code to be a designer.

REGISTRATION INFORMATION:
Individual BCIN# 28341
Seaway Design Group:
Firm BCIN# 116151

REVISIONS:

FOR REVIEW	DATE	BY
1	24/01/23	1

BRUMMELL RESIDENCE
27 HILL ISLAND HEIGHTS
LEEDS & THOUSAND ISLANDS, ON K0E 1L0

PROJECT TITLE
PROPOSED ADDITION

DRAWING TITLE
SKETCH SITE PLAN

DATE
JAN. 2024

DRAWN BY
AS B400N

SCALE
1:500

APPROVED
24-Brummell Addition



SEAWAY DESIGN GROUP

UNIT 10 - 4503 SOUTH AVENUE,
BROCKVILLE ON tel: 613-704-8797
www.seawaydg.ca



S1

Signature 18, 2025