

Planning and Development Department
1233 Prince Street, P.O. Box 280
Lansdowne, ON K0E 1L0
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Notice of Committee of Adjustment Hearing

**Variance 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: D13-2025-041
Applicant: Clark Bus and Marina Ltd
Agent: Sean Clark
Location: 11-35 Clark Dr
Ward: Ward 1 (Former Front of Leeds and Lansdowne)

Purpose of Application

This application is requesting a zoning relief from the minimum 30-metre waterbody setback to facilitate the construction of a new 518 square metre marina store/repair shop/office building. The proposed waterbody setback is 14 metres. The property is currently developed with a marina, existing shop/office building and a washroom building.

Variance:

Section	Provision	Proposed Setback of Marina Store/Repair Shop/office Building	Variance Requested
3.32(b)	Where any lot is adjacent to a waterbody or watercourse, any building, structure, campsite, agricultural use that includes the keeping of livestock, and septic disposal system shall be set back a minimum of 30.0 metres (98.43 ft.) from the high water mark.	14 metres (45.9 feet)	16 metres (52.5 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.

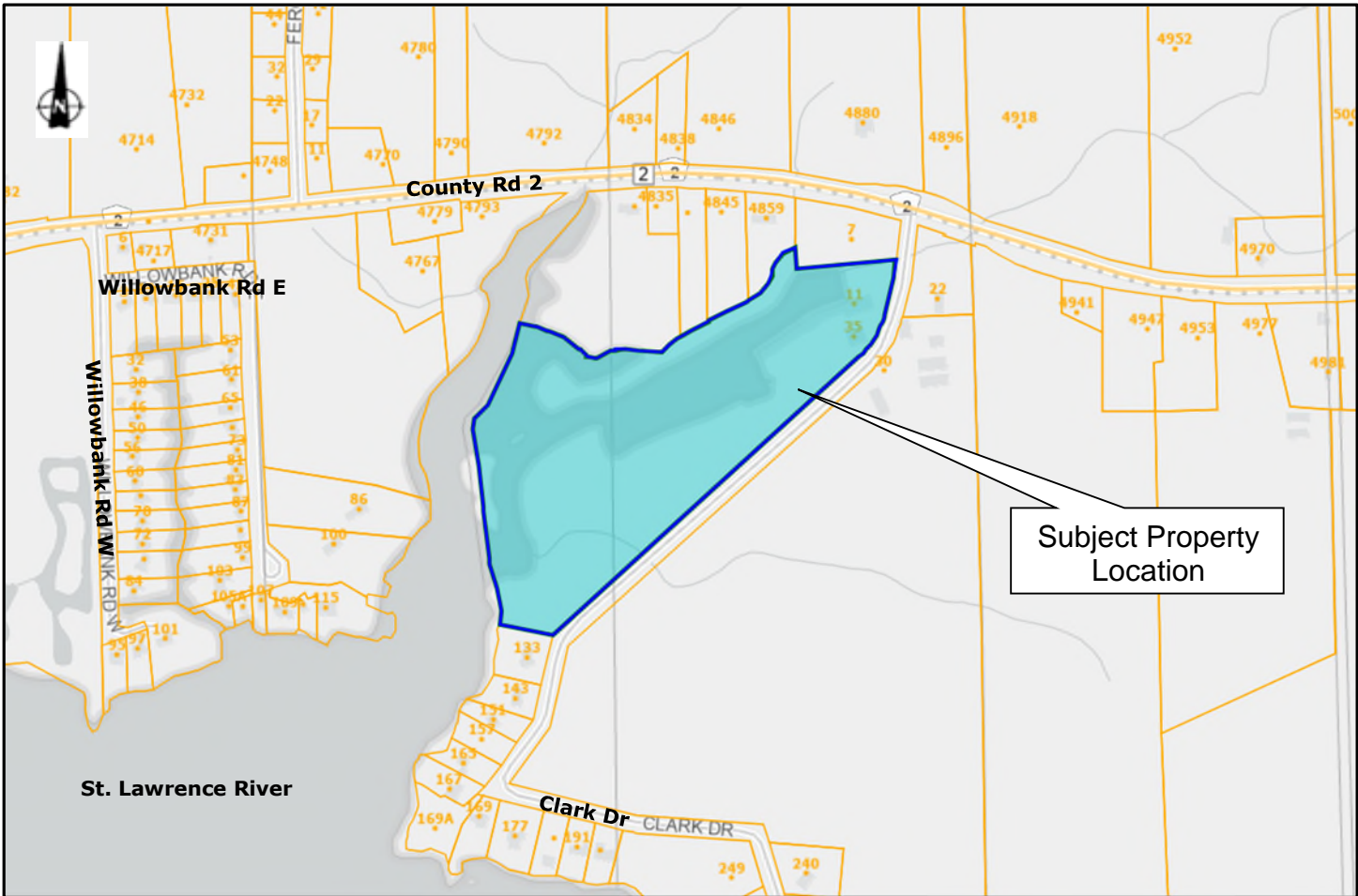
Anyone attending in person in the Council Chambers or virtually online/by phone through Zoom will be provided the opportunity to comment on an application. The ways to comment on an application are:

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 before 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 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 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.

Proposed Schedule A - Proposed Plot Plan

Variance: D13-2025-041
Owner: Clark Bus and Marina
Location: 11-35 Clark Dr

PROPERTY LINE	SETBACK
SOUTH	36m
NORTH	78m
WEST	N/A
EAST	88m

BUILDING	PROPOSED MINIMUM SETBACKS TO PSW	REGULATORY FLOORPLAN
SOUTH	N/A	6m MIN.
NORTH	32.115m	N/A
WEST	38.115m	13.555m
EAST	N/A	20.015m

PARKING	REGULAR	BF
NEW	0	0
EXISTING	288	11

PARKING AREA IS CURRENTLY A GRAVEL DRIVEWAY AND VEHICLE PARKING. PARKING METRICS ARE BASED OFF OF ESTIMATES. THESE METRICS ARE FOR INFORMATION ONLY AND NOT A GUARANTEE. ANY CHANGES TO THE DRAWING IF REQUIRED BY THE TOWNSHIP, WITH REMOVAL OF THE CURRENT SITE OFFICES TRAILER, +/- 10 ADDITIONAL PARKING SPACES WILL BE PROVIDED TO MARINA STAFF AND VISITORS.



PROPOSED PLOT PLAN
SCALE 1:500

PROJECT	CLARK'S MARINA SHOP + OFFICE BUILDING
DRAWING TITLE	11 CLARK DRIVE, GANANODOLE, ON N0G 2V5
DRAWING NO.	A003
ISSUED FOR TOWNSHIP SITE PLAN REVIEW	
PROJECT NO.	2004_05
DATE	2025-10-01
SCALE	1:500
REVISIONS	5