



Notice of a Complete Application and Public Meeting **Zoning By-Law Amendment** **(Section 34 of the *Planning Act*)**

Meeting Date: Monday, October 6, 2025

Meeting Time: 6:00 pm

Meeting Location: 1233 Prince Street, Lansdowne, ON.

Options for attending the meeting will be in person in the Council Chambers and virtually online/by phone through Zoom. Details on how to participate are included below.

File Number: D14-2025-008

Location: 108 Russell Road

Owner: Christine McMunn

Agent: Tracy Meldrum

Roll Number: 08-12-812-040-02000-0000

Related Application(s): Consent Application B-34-25



Key Map: Portion of property in black outline and blue fill is the retained lands that are currently zoned Agriculture 'AG' zone and are the subject of the application for Zoning By-Law Amendment. The portion of the property in black outline and green fill is the retained lands not included in the subject application. The portion of property shown in black outline and red fill is the severed parcel not included in the subject application.

Purpose and Effect of Proposed Zoning By-Law Amendment

This application is related to a provisionally approved consent application (File Number B-34-25). Through the consent application, a total of 2.023 hectares (4.99 acres) was severed from the subject property municipally known as 108 Russell Road. The retained lands will have an area of 48.077 hectares, with approximately 2,277 metres of frontage

on Russell Road. Condition number 4 of the decision for provisionally approved consent application B-34-25 states: "That the retained lands are rezoned to a Special Exception Agriculture (AG) zone to prohibit a dwelling from being developed on the retained lands in the future." The purpose of the application is to satisfy this condition. The application is proposing an Agriculture Special Exception 'AG-XX' zone to preclude any future residential development on the portion of the retained lands currently zoned 'AG' zone.

To view the supporting documents with respect to this application, please visit:
<https://www.leeds1000islands.ca/en/growing/active-applications.aspx>

How to Participate:

All comments received will become part of the public record. Comments can be provided in writing, email or verbally in person/virtually. Staff are unable to accept verbal comments over the phone or in person outside of the meeting.

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 – By Email: planningtechnician@townshipleeds.on.ca
By Mail: Township of Leeds and the Thousand Islands
Attn: Amanda Werner-Mackeler, Planning Technician
1233 Prince Street P.O. 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 Street, 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 meeting. Once registered, you will receive a follow up email from the Clerk with the details to attend the meeting by computer or by phone. To register to participate for this meeting option, please visit the Township's website at <https://www.leeds1000islands.ca/en/governing/council-and-committee-calendar.aspx>. Under Upcoming Meetings, select the meeting you are interested in attending. On the meeting agenda, there is a link to register in advance to attend the meeting online or by phone.

If you have any issues registering online, please call 613-659-2415 x 203 before October 3, 2025 and indicate your name, phone number, email address and application you wish to speak to. Staff will register you for the meeting using your email address and you will receive a follow up email from the Clerk with the details on how to attend the meeting by computer or by phone.

Make Your Views Known

The purpose of the Public Meeting is to present planning applications in a public forum as required by the *Planning Act* and to inform the public of the purpose of the application and the effect of the proposed amending Zoning By-Law. At the public meeting, members of the public are provided the opportunity to provide comments and questions regarding the application. No decisions are made at public meetings concerning applications; the public meeting is held to gather public opinion.

This notice has been mailed to you, as required by the *Planning Act*, to ensure that as an interested party you may make your views known on the above application. You may express your support or opposition to the proposed amendment by either attending the above public hearing or sending a letter by mail, email, fax or hand-delivery prior to the hearing date. Any correspondence received will become part of the public record. Please note that written comments may be submitted anytime between the municipality's receipt of a complete application from the applicant and the decision of Council.

No specified person, public body or registered owner to which the by-law would apply shall be added as a party to the hearing of the appeal unless, before the by-law was passed,

the specified person, public body or registered owner of any land to which the by-law 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 Facebook. If you speak at the meeting your voice will be heard in the broadcast. Broadcasts are archived and continue to be publicly available.

Potential Appeal Limitations

If a person or public body would otherwise have an ability to appeal the decision of the Council for the Township of Leeds and the Thousand Islands to the Ontario Land Tribunal (OLT) but the person or public body does not make oral submissions at a public meeting or make written submissions to the Township of Leeds and the Thousand Islands before the by-law is passed, the person or public body is not entitled to appeal the decision.

If a person or public body does not make oral submissions at a public meeting, or make written submissions to the Township of Leeds and the Thousand Islands before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

Further Information

Additional information regarding the proposal may be obtained by contacting the Planning and Development Department at 613-659-2415 x 226 or by e-mail at seniorplanner@townshipleeds.on.ca.

Office Location:

1233 Prince Street, Lansdowne, ON

Mailing Address:

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

Township Active Application Website:

<https://www.leeds1000islands.ca/en/growing/active-applications.aspx>

Township Council Public Meeting Website:

<https://www.leeds1000islands.ca/en/governing/council-and-committee-calendar.aspx>

Additional information and materials will be available to the public for electronic viewing at the Township Office. Additional information and materials will be available by email and on the Township website.

Receive a Copy of the Council’s Decision

If you wish to be notified of the decision of the Council of the Township of Leeds and the Thousand Islands on the proposed zoning by-law amendment, you must make a written request to Amanda Werner-Mackeler, Planning Technician at:

Township of Leeds and the Thousand Islands
Attn: Amanda Werner-Mackeler, Planning Technician
1233 Prince St, PO Box 280
Lansdowne, ON K0E 1L0

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 our 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.

DATED at the Township of Leeds and the Thousand Islands on September 10, 2025.

Marnie Venditti
Director of Planning and Development