

Development & Heritage Standing Committee Meeting

Date: Monday, March 4, 2024

Time: 4:30 o'clock p.m.

Location: Council Chambers, 1st Floor, Windsor City Hall

All members will have the option of participating in person in Council Chambers or electronically and will be counted towards quorum in accordance with Procedure By-law 98-2011 as amended, which allows for electronic meetings. The minutes will reflect this accordingly. Any delegations have the option to participate in person or electronically.

MEMBERS:

Ward 1 – Councillor Fred Francis

Ward 4 - Councillor Mark McKenzie

Ward 7 - Councillor Angelo Marignani

Ward 9 - Councillor Kieran McKenzie

Ward 10 - Councillor Jim Morrison (Chairperson)

Member Anthony Arbour

Member Joseph Fratangeli

Member Daniel Grenier

Member John Miller

Member Charles Pidgeon

Member Robert Polewski

Member Khassan Saka

Member William Tape

ORDER OF BUSINESS

Item # Item Description
1. **CALL TO ORDER**

READING OF LAND ACKNOWLEDGEMENT

We [I] would like to begin by acknowledging that the land on which we gather is the traditional territory of the Three Fires Confederacy of First Nations, which includes the Ojibwa, the Odawa, and the Potawatomi. The City of Windsor honours all First Nations, Inuit and Métis peoples and their valuable past and present contributions to this land.

2. **DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**

3. **REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS**

4. **COMMUNICATIONS**

5. **ADOPTION OF THE *PLANNING ACT* MINUTES**

5.1. Adoption of the Development & Heritage Standing Committee (*Planning Act*) minutes of its meeting held February 5, 2024 (**SCM 51/2024**)

6. **PRESENTATION DELEGATIONS (*PLANNING ACT* MATTERS)**

7. ***PLANNING ACT* MATTERS**

7.1. Zoning By-law Amendment Application for 3445 Church Street, Z-002/24 [ZNG-7165], Ward 1 (**S 17/2024**)

7.2. Rezoning – Sital Garha – 1350 Pelletier Street - Z-031/23 ZNG/7158 - Ward 2 (**S 14/2024**)

8. **ADOPTION OF THE MINUTES**

- 8.1. Adoption of the Development & Heritage Standing Committee minutes of its meeting held December 4, 2023 **(SCM 341/2023)**
- 8.2. Adoption of the Development & Heritage Standing Committee minutes of its meeting held January 8, 2023 **(SCM 7/2024)**
- 8.3. Adoption of the Development & Heritage Standing Committee minutes of its meeting held February 5, 2024 **(SCM 49/2024)**

9. **PRESENTATIONS AND DELEGATIONS (COMMITTEE ADMINISTRATIVE MATTERS)**

10. **HERITAGE ACT MATTERS**

- 10.1. 986 Ouellette Avenue, Masonic Temple, Community Heritage Fund & Downtown Windsor Enhancement Strategy and Community Improvement Plan Grant Extension (Ward 3) **(S 19/2024)**
- 10.2. Verbal Update to Municipal Heritage Register: Strategies in response to Provincial Bill 23 - City Wide

11. **ADMINISTRATIVE ITEMS**

- 11.1. Sandwich Town CIP Application, 3431, 3433, 3435 Bloomfield Road; Agent Vaibhav Desai (Windsor Essex Community Housing Corporation) (Ward 2) **(S 171/2023)**
- 11.2. Downtown Community Improvement Plan Applications made by 1000287003 Ontario Inc. for 28, 34, and 36 Chatham Street East, Ward 3 **(S 23/2024)**
- 11.3. Downtown Community Improvement Plan Application made by 58 Chatham Street West Corp. for 46, 52, 58 Chatham Street West, Ward 3 **(S 25/2024)**

12. **COMMITTEE MATTERS**

- 12.1. Report No. 51 of the International Relations Committee - Draft Twin City/Friendship City Policy **(SCM 25/2024)**

12.2. Minutes of the International Relations Committee of its meeting held January 17, 2024
(SCM 26/2024)

13. **QUESTION PERIOD**

14. **ADJOURNMENT**



Committee Matters: SCM 51/2024

Subject: Adoption of the Development & Heritage Standing Committee (*Planning Act*) minutes of its meeting held February 5, 2024

**Development & Heritage Standing Committee
(Planning Act Matters)**

**Date: Monday, February 5, 2024
Time: 4:30 o'clock pm**

Members Present:

Councillors

Ward 1 - Councillor Fred Francis
Ward 4 - Councillor Mark McKenzie
Ward 7 - Councillor Angelo Marignani
Ward 9 - Councillor Kieran McKenzie
Ward 10 - Councillor Jim Morrison (Chairperson)

Members

Member Daniel Grenier
Member Robert Polewski
Member Regrets
Member Anthony Arbour

**PARTICIPATING VIA VIDEO CONFERENCE ARE THE FOLLOWING FROM
ADMINISTRATION:**

Rob Martini, Council Assistant
Sandra Gebauer, Council Assistant

**ALSO PARTICIPATING IN COUNCIL CHAMBERS ARE THE FOLLOWING FROM
ADMINISTRATION:**

Jelena Payne, Commissioner, Economic Development
Thom Hunt, City Planner
Greg Atkinson, Deputy City Planner
Stacey McGuire, Executive Director / Deputy City Engineer
Shawna Boakes, Executive Director / Deputy City Engineer
Colleen Middaugh, Manager of Corporate Projects
Patrick Winters, Manager Development
Wira Vendrasco, Acting City Solicitor
Aaron Farough, Senior Legal Counsel
Clare Amicarelli, Transportation Planning Coordinator

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Adam Szymczak, Planner III – Development
Jim Abbs, Planner III – Development
Kevin Alexander, Planner III – Special Projects
Brian Nagata, Planner II – Development Review
Tracy Tang, Planner II – Revitalization & Policy Initiatives
Anna Ciacelli, Deputy City Clerk
Delegations—participating via video conference
Item 11.1 - Joshua Vitella, Vitella Plumbing
Item 11.1 - Amy Farkas, Agent for Landowner of 4575 Fourth Street
Item 11.4 – Anthony Malandrucolo, Stipic Weisman LLP, solicitor for property owner
Item 11.4 – Ishpal Bains, property owner
Delegations—participating in person
Item 7.2 - Anthony Pipolo, NuFusion & Associates
Item 7.2 - Mariusz Buchcic, Alta Nota Construction, owner of property
Item 7.2 - Jackie Lassaline, agent on behalf of the owner
Item 11.4 - Joey Gerry, property owner

1. CALL TO ORDER

The Chairperson calls the meeting of the Development & Heritage Standing Committee to order at 4:30 o'clock p.m.

2. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

None disclosed.

3. REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS

See Item 11.4

4. COMMUNICATIONS

None presented.

5. ADOPTION OF THE PLANNING ACT MINUTES

5.1. Adoption of the Development & Heritage Standing Committee (Planning Act Matters) minutes of its meeting held December 4, 2023

Moved by: Member Daniel Grenier
Seconded by: Member Robert Polewski

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THAT the Planning Act minutes of the Development & Heritage Standing Committee meeting held December 4, 2023 BE ADOPTED as presented.

Carried.

Report Number: SCM 354/2023

5.2. Adoption of the Development & Heritage Standing Committee (Planning Act Matters) minutes of its meeting held January 8, 2024

Moved by: Councillor Mark McKenzie

Seconded by: Councillor Fred Francis

THAT the Planning Act minutes of the Development & Heritage Standing Committee meeting held January 8, 2024 BE ADOPTED as presented.

Carried.

Report Number: SCM 17/2024

6. PRESENTATION DELEGATIONS (PLANNING ACT MATTERS)

See Items 7.1 and 7.2

7. PLANNING ACT MATTERS

7.1. Rezoning - City of Windsor - Housekeeping Amendment 2024-1 - Z-002/21 ZNG/6277 - City Wide

Adam Szymczak (author), Planner III – Development – presents application.

Councillor Marignani asks if there is anything in the future that this proposal can be applied to besides what was listed. Mr. Szymczak answers that what is being recommended is (including the exceptions that existed previously), adding washroom and municipal infrastructure.

Councillor Kieran Mackenzie states that pushing some of the structures listed; observation deck, fountains, playground equipment etc. to Administration poses some risks. Mr. Szymczak answers that the various structures exist currently in the Zoning By-Law, the proposal is adding it to a more appropriate section of the Zoning By-law. Mr. Szymczak adds that there are two additions: washroom and minister infrastructure.

Moved by: Councillor Kieran McKenzie

Seconded by: Councillor Angelo Marignani

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Decision Number: DHSC 586 THAT Zoning By-law 8600 BE AMENDED as follows:

1A. Deleting and substituting Section 1.7 with the following:

1.7 INTERPRETATION AND ENFORCEMENT

1.7.1 The City Planner shall administer and interpret this by-law. Any reference to the City Planner in this by-law shall include the Deputy City Planner or their designate.

1.7.3 The Chief Building Official shall enforce this by-law. Any reference to the Chief Building Official in this by-law shall include the Deputy Chief Building Official or their designate

including an officer who has the responsibility of enforcing a zoning by-law.

1B. Deleting and substituting Section 1.10.50.1 with the following:

.1 Addition, correction, or revision of abbreviation, cross-referencing, grammar, numbering, punctuation, or typographical error, revision of the format in a manner that does not change the intent of a provision, or revision to a provision that has a general reference to the effective date of the provision coming into force or similar phrasing by adding the actual date the provision came into force.

Example: A provision contains the phrase “as they exist on the effective date of this clause” with the provision coming into force on January 1, 2022. The phrase “as they exist on the effective date of this clause” may be replaced with “as they exist on January 1, 2022” without an amending by-law.[ZNG/6277]

1C. Deleting and substituting Section 1.20.9 with the following:

1.20.9 DEFINED TERM [ZNG/6277]

A term that is italicized in this by-law indicates that the term is defined in this by-law.

The case, capitalization, or emphasis of a defined term is done so for the ease of reading and does not affect the meaning of the defined term.

Example: DWELLING, Dwelling, and dwelling have the same meaning.

Where the term “existing” is not italicized, “existing” shall mean “lawfully existing”.

A term used in the singular may also mean the plural and vice versa, except “one” or “1” shall always mean the singular.

1D. Adding the following clauses to Section 1.20:

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1.20.10 WHOLE OR PART [ZNG/6277]

Unless otherwise stated, a reference to a building, lot, premises, or structure includes the whole, or part of the, building, lot, premises, or structure.

1.20.11 USE [ZNG/6277]

.1 A use not listed as a permitted use is prohibited.

.5 Unless otherwise stated, a permitted use is a main use. A permitted use identified as a “use accessory to a permitted use” or similar is an accessory use.

1.20.12 LEGAL NON-CONFORMING USE [ZNG/6277]

No by-law passed under Section 34 of the Planning Act applies:

.1 to prevent the use of any lot, building, or structure for any purpose prohibited by the by-law if such lot, building, or structure was lawfully used for such purpose on the day of the passing of the by-law, so long as it continues to be used for that purpose; or

.5 to prevent the erection or use for a purpose prohibited by the by-law of any building or structure for which a permit has been issued under subsection 8 (1) of the Building Code Act, 1992, prior to the day of the passing of the by-law, so long as the building or structure when erected is used and continues to be used for the purpose for which it was erected and provided the permit has not been revoked under subsection 8 (10) of that Act.

1E. Deleting Sections 3.1.10 and 3.1.20.

2A. Adding to Section 3.10, after “MOTOR VEHICLE SALVAGE OPERATION”, the following new defined term:

MUNICIPAL INFRASTRUCTURE means a building or structure used for any of the following municipal systems: district heating or cooling, emergency power generator, heating, ventilation, or air conditioning (HVAC), electrical service, pumping station, sanitary sewer, site servicing facility, storm sewer, storm water management facility, storm water outlet, traffic equipment, or water service; where the building or structure is identified, generally or specifically, in any of the following documents approved, adopted, or moved by Council: Agency Budget, Capital Budget, Council Resolution, Environmental Assessment, Master Plan, Municipal By-law, Official Plan, or Operating Budget.[ZNG/6277]

2B. Deleting and substituting Subsection 9.1 as follows:

9.1 GREEN DISTRICT 1.1 (GD1.1)

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[ZNG/6277]

9.1.1 PERMITTED MAIN USES

Child Care Centre

Public Park

9.1.2 PERMITTED ACCESSORY USES

Any use accessory to a permitted main use

9.1.5 PROVISIONS

.3 Lot Coverage – maximum 25.0%

.4 Building Height – maximum

Lot having a lot area of less than 0.50 ha 9.0 m

Lot having a lot area of 0.50 ha or more 14.0 m

.90 For any lot situated on the north side of Riverside Drive East and West between Rosedale Avenue and Lauzon Road, the extension of a building above the crown of the pavement within Riverside Drive is prohibited. This provision shall not apply to the following: fountain, municipal infrastructure, observation deck, playground equipment, sculpture and any other work of art, or washroom.

2C. Deleting Section 20(1)3 from Section 20 and from all Zoning District Maps.

3. Deleting and substituting Section 5.23.5 with the following:

5.23.5 When a lot on which a semi-detached dwelling or townhome dwelling has been erected and is subsequently divided in compliance with Part VI of the Planning Act by a common interior lot line that separates the dwelling units, for each dwelling unit the following additional provisions shall apply:

.1 Lot Width – minimum – equal to the width of the dwelling unit plus any exterior side yard as existing at the time of the lot division

.2 Lot Area – minimum – as existing at the time of the lot division

.3 Lot Coverage – Total – maximum – 50% of lot area

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.7 An interior side yard shall not be required along the common interior lot line for that part of the dwelling unit lawfully existing at the time of the lot division.

[ZNG/6277]

4. Deleting and substituting Section 5.99.7 with the following:

5.99.7 AUTOMOBILE SALES, LEASE OR RENTAL – ACCESSORY USE

.1 The sale, lease or rental of an automobile as an accessory use is prohibited, save and except the sale, lease or rental of an automobile as an accessory use to an Automobile Repair Garage, Automobile Collision Shop, or Service Station or the lease or rental of an automobile as an accessory use to any Retail Store is permitted subject to the following additional provisions:

.1 The storage or display of five or more automobiles for sale, lease or rental purposes on a lot is prohibited.

.2 The storage or display of an automobile for sale, lease or rental purposes having a width of greater than 2.50 m or a length greater than 6.10 m is prohibited.

.3 The storage or display of an automobile for sale, lease or rental purposes in a required parking space, required accessible parking space or landscaped open space yard is prohibited.

.4 The area where an automobile for sale, lease or rental purposes is stored or displayed shall be subject to the provisions in Section 5.99.60.6.1.1 to 5.99.60.6.1.3.

[ZNG/5271; ZNG/6277] (AMENDED B/L 7-2018 Feb 23/2018)

5A. Amending and substituting the defined term “HOME OCCUPATION” in Section 3.10 with the following:

HOME OCCUPATION means an occupation for profit or gain conducted entirely within an accessory building, dwelling unit, or garage which occupation is incidental and secondary to the use of the dwelling unit for residential purposes and does not change the character thereof. It includes any employment identified or classified as “Work at Home”, “Work from Home”, “Remote Work”, or similar.

[ZNG/6276; ZNG/6277] (AMENDED B/L 145-202 Oct 26/2021)

5B. Deleting and substituting Section 5.99.40 with the following:

5.99.40 HOME OCCUPATION

.1 A home occupation within an accessory building, dwelling unit, or garage located on the same lot as the dwelling unit is an additional permitted accessory use.

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.3 The home occupation shall be carried out by a resident of the dwelling unit located on the same lot as the home occupation.

.5 The total gross floor area of all home occupations shall not exceed 25% of the gross floor area of the dwelling unit.

.90 A home occupation within a carport, or a home occupation that generates dust, fumes, noise, odour, or vibration that is evident outside the accessory building, dwelling unit, or garage is prohibited.

.92 Except for those goods produced by, or accessory or related to, the home occupation, the direct sale of goods is prohibited.

.93 Except for a sign permitted by The Windsor Sign By-law, any visible indication from the exterior of the accessory building, dwelling unit, or garage that a home

occupation is being carried on is prohibited.

.95 Except those items customarily used for housekeeping or personal recreational purposes, the external or outdoor storage of materials, goods, or equipment related to, or used by, the home occupation is prohibited.

[ZNG/6276; ZNG/6277] (AMENDED B/L 145-2021 Oct 26/2021)

6A. Amending the Side Yard Width values as follows:

Section 10.1.5.7 for a Single Unit Dwelling from 1.50 m to 1.20 m

Section 10.4.5.7 for a Single Unit Dwelling from 1.80 m to 1.20 m

Section 10.6.5.7 from 1.50 m to 1.20 m

Section 11.2.5.4.7 from 1.80 m to 1.20 m

Section 11.2.5.5.7 from 1.50 m to 1.20 m

Section 11.3.5.7 for a Townhome Dwelling from 1.50 m to 1.20 m

Section 11.5.5.6.7 for a Multiple Dwelling with 5 or more dwelling units from 2.50 m to 1.20 m

Section 11.5.5.7.7 for a Townhome Dwelling from 2.50 m to 1.20 m

6B. Deleting and replacing Section 10.7.5.7 with the following new Section 10.7.5.7:

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“.7 Side Yard Width – minimum 1.20 m 1.20 m”

6C. Changing the clause number of “Gross Floor Area – Main Building – maximum” from “.8” to “.10” in Sections 10.1.5, 10.2.5, 10.3.5, 10.4.5, 10.5.5, 11.1.5, 11.3.5, and 11.4.5.

7A. Adding new Section 95 as follows:

SECTION 95 - HOLDING ZONE PROVISIONS

[ZNG/6277]

95.1 APPLICATION

Section 95 applies to any lot where the H symbol precedes a zoning district symbol or is contained within a specific zoning exception on any Schedule listed in Section 1.20.3. “Holding zone”, “Holding symbol”, “H symbol”, “H”, or “h” mean the same thing.

In this by-law or in an amending by-law, any reference to Section 5.4 shall mean Section 95 and any reference to Section 5.4.20 shall mean Section 95.10.

95.2 PURPOSE

The purpose of the holding zone is to defer development or redevelopment until all holding conditions have been satisfied. A holding zone may supplement, alter, add, or remove any by-law provision affecting the use of the lot, building, or structure.

95.3 PROHIBITION AND EXCEPTION

A use, building or structure is prohibited except:

.1 For any use, building, or structure erected, operated, or maintained by the City of Windsor, a Public Authority, or a Public Utility;

.3 For an existing use, building, or structure that is permitted by the applicable zoning district or a specific zoning exception, additions or alterations to existing buildings are permitted, and structures and accessory buildings may be erected, provided such additions, alterations, structures, or accessory buildings are in accordance with the provisions of the zoning district, specific zoning exception, and all other provisions of this by-law.

95.5 REMOVAL OF H SYMBOL

The H symbol may be removed when the applicable holding conditions in Sections 95.10 and 95.20 have been satisfied. It is the responsibility of the property owner or an authorized agent to satisfy the applicable holding conditions, to submit proof to that effect, and to submit an application, including the fee, to remove the H symbol.

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95.10 HOLDING CONDITIONS – GENERAL

The following holding conditions apply to any holding zone:

.1 The land is on a registered plan of subdivision or condominium, subject to a part lot control exemption by-law, or subject to an approved consent to sever by the Committee of Adjustment; and

.2 A street paved to the satisfaction of the City Engineer, municipal storm water outlet, municipal sanitary sewer, municipal electrical service, and municipal water service are available or an agreement to provide the aforementioned items is registered on title to the property; and

.3 Where required by legislation, full compliance with remediation/mitigation recommendations in a required study, report, or plan to the satisfaction of the appropriate approval authority, or an agreement registered on title to the property to comply with the remediation/mitigation recommendations in the required study,

report, or plan; and

.4 Where required, a site plan control agreement is registered on title for the lot; and

.5 Any other holding condition contained within any approved amending by-law for the subject land.

95.20 HOLDING CONDITIONS – SITE SPECIFIC

An H symbol may be followed by one or more numbers in brackets.

Example: H(1)RD1.3, H(1,4)MD1.4, or S.20(1)H(10)384

The number refers to a specific clause in Section 95.20. Unless otherwise stated, the applicable holding conditions in Section 95.10 shall also apply, and the greater clause number shall take precedence.

The format of the clause shall be the clause number in brackets with each condition listed separately and, if applicable, who is the approval authority that determines that the condition has been satisfied.

Example:

(99) a) Submission of a Noise Study to the satisfaction of the City Planner;

b) Submission of a Sanitary Sewer Study to the satisfaction of the City Engineer; and

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c) Conveyance of a 6 m by 6 m corner cut-off at the intersection of Adstoll Avenue and Rivard Avenue to the satisfaction of the City Engineer.

[ZNG/9999]

7B. Deleting Section 5.4.

7C. Deleting and replacing Section 1.20.90 with the following:

1.20.90 PRECEDENCE [ZNG/6277]

.1 Unless otherwise stated, the precedence of provisions, from lowest to highest, is as follows:

- a) Section 3 – Definitions
- b) Section 5 – General Provisions
- c) Section 24 – Parking, Loading and Stacking Provisions
- d) Section 25 – Parki
- e) Sections 8 to 19 – Zoning Districts
- f) Section 20(1) – Site Specific Provisions
- g) Section 20(3) – Heritage Conservation Districts
- h) Section 20(4) – Traditional Commercial Street – Off-Street Parking Provisions
- j) Section 95 – Holding Zone Provisions
- k) Section 20(2) – Temporary Use Provisions
- m) Within Section 20(1), Section 20(2), or Section 95, the greater clause number shall take precedence

.5 Where a provision in this by-law is less than the minimum required by, is more than the maximum required by, or conflicts with an exception in, a provincial or federal act, regulation, or statute, the provincial or federal act, regulation, or statute shall take precedence.

.10 Where a conflict between provisions cannot be resolved using the precedence of provisions, the City Planner shall determine the precedence.

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8A. Amending zoning of Lots 122 & 123, Part Water Lot, Concession 1; Part 4, Plan 12R6456; Part 1, Plan 12R13549 (known municipally as 0 Riverside Drive East; Roll No. 060-170-01500), situated on the north side of Riverside Drive East at St. Rose Avenue, from GD1.1 and RD1.6 to GD1.1.

8B. Amending the zoning of Lots 274 to 281, Part of Lot 282, and Part of Closed Alley, Registered Plan 1247, (known municipally as 955, 961, 965, 971, 975, 981, 985, and 991 Parkview Avenue; Roll No. 060-180-11000, 060-180-10900, 060-180-10800, 060-180-10700, 060-180-10600, 060-180-10500, 060-180-10400, 060-180-10300), situated on the west side of Parkview Avenue between Ontario Street and Raymond Avenue, from RD3.2 to RD1.2.

Carried.

Report Number: S 8/2024

Clerk's File: ZB/1245

7.2. Official Plan & Zoning Bylaw Amendments Z 008-23 [ZNG-6976] & OPA 169 [OPA-6977] 2830065 Ontario Ltd. (Alta Nota-Mariusz Buchcic) 1460 Lauzon Rd Multiple Dwelling Development – Ward 6

Jim Abbs (author) – Planner III – Development – presents application

Jackie Lassaline (agent) – Lassaline Planning Consultants – is available for questions.

Anthony Piplo (Applicant) – NuFusion Associates – is available for questions.

Councillor Marignani states that the building set back (24m) is more than what we typically see and asks why that is. Mr. Abbs answers that the recommended setback would discourage the applicant from significantly changing the concept plan through the rest of the development process.

Moved by: Councillor Fred Francis

Seconded by: Councillor Angelo Marignani

Decision Number: DHSC 587

THAT an amendment to Schedule 'D'- Land Use of Volume I the City of Windsor Official Plan, BE **APPROVED**, by changing the land designation of Part of Lot 128, Concession 1, Sandwich East; Part of Lot 129, Concession 1 Sandwich East, Part 1, 12R-16993; T/W R1464779, in the City of Windsor, known municipally as 1460 Lauzon Road from "Industrial" to "Residential"; and,

THAT an amendment to City of Windsor Zoning By-law 8600 BE **APPROVED** changing the zoning of Part of Lot 128, Concession 1, Sandwich East; Part of Lot 129, Concession 1 Sandwich East, Part 1, 12R-16993; T/W R1464779, in the City of Windsor, known municipally as 1460 Lauzon

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Road from Manufacturing District MD1.2 and Holding Manufacturing District HMD1.2 to Residential District (RD) 3.2.; and,

THAT subsection 1 of Section 20 of the City of Windsor Zoning By-law 8600 BE AMENDED for Part of Lot 128, Concession 1, Sandwich East; Part of Lot 129, Concession 1 Sandwich East, Part 1, 12R-16993; T/W R1464779, in the City of Windsor, known municipally as 1460 Lauzon Road by adding site specific regulations as follow:

499. Southeast corner Lauzon Road and McHugh Street

For the lands described as for Part of Lot 128, Concession 1, Sandwich East; Part of Lot 129, Concession 1 Sandwich East, Part 1, 12R-16993; T/W R1464779, in the City of Windsor, known municipally as 1460 Lauzon Road, the following regulations shall apply:

Building setback from an interior lot line abutting a Residential District (RD) 1.1 zone - 24m

Carried.

Councillor Mark McKenzie was absent from the meeting when the vote was taken on this matter.

Report Number: S 9/2024

Clerk's File: Z/14589 & Z/14588

8. ADJOURNMENT

There being no further business, the meeting of the Development & Heritage Standing Committee is adjourned at 5:00 o'clock pm.

Ward 10 – Councillor Morrison
(Chairperson)

Deputy City Clerk
(Supervisor of Council Services)

Subject: Zoning By-law Amendment Application for 3445 Church Street, Z-002/24 [ZNG-7165], Ward 1

Reference:

Date to Council: March 4, 2024
Author: Brian Nagata, MCIP, RPP
Planner II - Development Review
(519) 255-6543 ext. 6181

Planning & Building Services
Report Date: February 5, 2024
Clerk's File #: Z/14730

To: Mayor and Members of City Council

Recommendation:

- I. THAT Zoning By-law 8600 **BE AMENDED** by changing the zoning for the lands located on the west side of Church Street between Liberty Street and Beals Street West, described as Lots 153 & 154 and Part of Closed Alley, Plan 1305 [PIN No. 01304-0854 LT], from Residential District 1.4 (RD1.4) to Residential District 1.2 (RD1.2), subject to additional regulations:

498. WEST SIDE OF CHURCH STREET BETWEEN LIBERTY STREET AND BEALS STREET WEST

For the lands comprising of Lots 153 & 154 and Part of Closed Alley, Plan 1305, PIN No. 01304-0854 LT, the following shall apply:

1. Notwithstanding Section 5.11.5, for a *single unit dwelling*, the maximum width of a *carport* or *garage* forming part of the *main building* shall not exceed 68.0% of the maximum permitted width of the *main building* on the *lot*.

[ZDM 8; ZNG/7165]

Executive Summary:

N/A

Background:

Application Information:

Location: 3445 Church Street
(Lots 153 & 154 and Part of Closed Alley, Plan 1305; Roll No. 080-300-15400; PIN No. 01304-0854 LT)

Ward: 1

Planning District: South Windsor

Zoning District Map: 8

Owner: Supreme Homes Group Inc.

Applicant: Same as Owner

Authorized Agent: Pillon Abbs Inc. (Tracey Pillon-Abbs)

Proposal:

The applicant is requesting an amendment to Zoning By-law 8600 to change the zoning for the lands located on the west side of Church Street between Liberty Street and Beals Street West, known municipally as 3445 Church Street (the subject property), from Residential District 1.4 (RD1.4) to Residential District 1.2 (RD1.2) to allow for the construction of two (2) single unit dwellings.

The applicant further requests a site specific zoning provision to permit the maximum width of a carport or garage forming part of the main building to be 68.0 percent of the maximum permitted width of the main building on the lot.

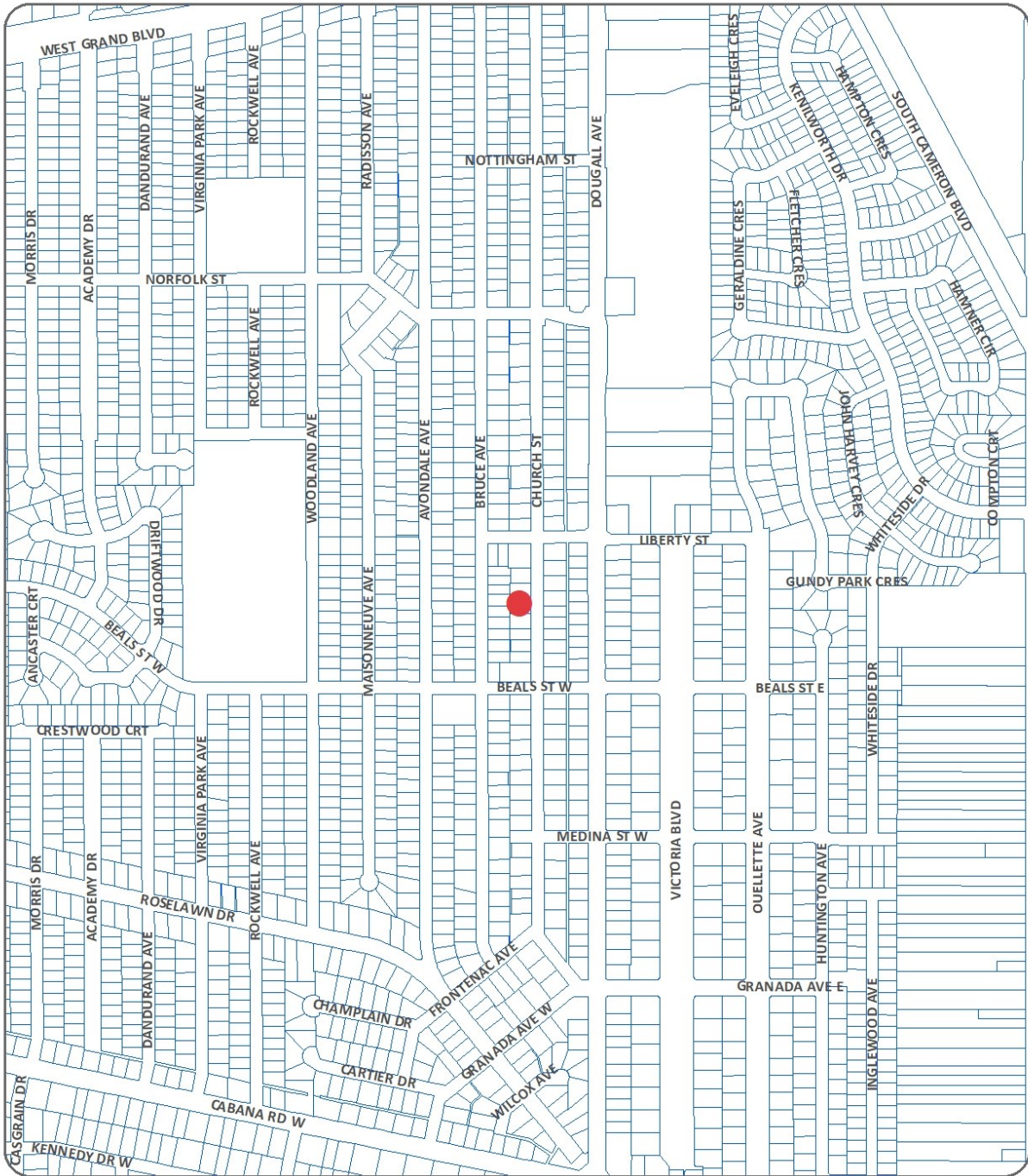
The applicant intends to construct a single unit dwelling on each of the two (2) underlying existing lots of record, namely Lots 153 and 154 on Registered Plan of Subdivision 1305, registered on May 14, 1928. Lots 153 and 154 have merged on title and therefore will need to be separated by way of a Transfer/Deed of Land through the Essex land Registry Office. The *Planning Act* permits whole lots on a Registered Plan of Subdivision to be conveyed without the granting of a Consent from the Committee of Adjustment. This is a necessary step for compliance with Residential District 1, which does not permit two (2) single unit dwellings on a lot within any of its sub districts. The applicant will also require a Consent from the Committee of Adjustment to sever the 2.13-metre-wide portion of the closed north/south alley making up the western part of the subject property. This is a necessary step to allow Lots 153 and 154 to be consolidated with the abutting portion of the closed alley.

Submitted Information: Conceptual Plans (See Appendix A), Conceptual Site Plan (See Appendix A), Deed, Existing Tree Inventory and Preservation Plan (See Appendix H), Existing Tree Location Plan, Plan of Survey, Planning Rationale Report (See Appendix G) and Zoning By-law Amendment Application Form

Site Information:

Official Plan	Zoning	Current Use	Previous Use
Residential	Residential District RD1.4 (RD1.4)	Single Unit Dwelling	Agricultural
Lot Width	Lot Depth	Lot Area	Lot Shape
24.4 m	34.6 m	844.2 m ²	Rectangular
<i>All measurements are based on Plan of Survey, dated June 23, 2023, completed by Verhaegen Land Surveyors</i>			

The subject property contains a circa 1950 one (1) storey single unit dwelling with attached garage facing Church Street. The remainder of the subject property is maintained as landscaped open space. There is a 2.1-metre-wide utility easement running along the rear lot line. The applicant has confirmed that the existing single unit dwelling is to be demolished.



KEY MAP - Z-002/24, ZNG/7165



● SUBJECT LANDS



PART OF ZONING DISTRICT MAPS 8

N.T.S.

REQUESTED ZONING AMENDMENT

Applicant: Supreme Homes Group



SUBJECT LANDS

PLANNING & BUILDING DEPARTMENT



DATE : JANUARY, 2024
FILE NO. : Z-002/24, ZNG/7165



NEIGHBOURHOOD MAP - Z-002/24, ZNG/7165



SUBJECT LANDS

Neighbourhood Characteristics:

The subject property is located on the eastern side of the South Windsor neighbourhood. The South Windsor neighbourhood constitutes the area north of Cabana Road West, east of Huron Church Road, south of E. C. Row Expressway and west of the Canadian Pacific Railway corridor.

Surrounding Land Uses:

North:

- Low density residential

East:

- Low density residential

South:

- Low density residential

West:

- Central Park
- Low density residential

Municipal Infrastructure:

- Church Street is classified as a local road, which has a two-lane cross section with no curbs and gutters, sidewalks or streetlights.
- Sanitary sewer, storm sewer and watermain are located within the Church Street right-of-way.

Discussion:

The Provincial Policy Statement (PPS) provides direction on matters of provincial interest related to land use planning and development and sets the policy foundation for regulating the development and use of land in Ontario.

The following policies of PPS 2020 are considered relevant in discussing provincial interests related to this amendment:

1.0 Building Strong Healthy Communities

Policy 1.1.1 states:

- *Healthy, liveable and safe communities are sustained by:*

- *a) promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term.*
 - Refer to the response provided to PPS Policy 1.1.1 e) herein.
- *b) accommodating an appropriate affordable and market-based range and mix of residential types (including single-detached, additional residential units, multi-unit housing, affordable housing and housing for older persons), to meet long-term needs.*
 - This amendment will allow for the construction of a single unit dwelling on a smaller lot, further diversifying the range of that particular residential type available in the South Windsor neighbourhood.
- *c) avoiding development and land use patterns which may cause environmental or public health and safety concerns.*
 - This amendment will not cause any environmental or public health and safety concerns.
- *e) promoting the integration of land use planning, growth management, transit-supportive development, intensification and infrastructure planning to achieve cost-effective development patterns, optimization of transit investments, and standards to minimize land consumption and servicing costs.*
 - This amendment will allow for the redevelopment of the subject property through intensification, optimizing existing municipal infrastructure and public service facilities, and avoiding unnecessary land consumption.
 - The redevelopment of the subject property at a higher density, in conjunction with it being within walking distance of transit stops, also represents a transit-supportive development.
 - A distance of 400.0 metres is typically used as an acceptable walking distance to a transit stop.
 - This is reflected within Transit Windsor's 2019 Transit Master Plan and the City of Windsor's Active Transportation Master Plan.
- *f) improving accessibility for persons with disabilities and older persons by addressing land use barriers which restrict their full participation in society.*
 - The interior layout and exterior site design for a single unit dwelling is exempt from having to comply with the Barrier-Free Design requirements of the *Ontario Building Code*.
 - The *Accessibility for Ontarians with Disabilities Act* does not apply to a single unit dwelling.

- *g) ensuring that necessary infrastructure and public service facilities are or will be available to meet current and projected needs.*
 - The subject property is serviced by a 200-millimetre PVC watermain, 250-millimetre PVC sanitary sewer and 675-millimetre reinforced concrete pipe storm sewer within the Church Street right-of-way.
 - The subject property is serviced by overhead hydro lines running north/south across the rear yard.
 - The subject property has direct access to a public highway in the form of Church Street.
 - Central Public School and Vincent Massey Secondary School are located within 950.0 metres and 2.5 kilometres of the subject property, respectively.
 - St. Gabriel Catholic Elementary School and Holy Names Catholic High School are located within 1.8 kilometres and 3.2 kilometres of the subject property, respectively.
 - Central Pool, Nikola Budimir Memorial Public Library and Capri Pizzeria Recreation Complex are located within 1.2 kilometres, 2.0 kilometres and 2.9 kilometres of the subject property, respectively.

Policy 1.1.3.1 states:

- *Settlement areas shall be the focus of growth and development.*
 - The subject property is located within a Settlement area.

Policy 1.4.3 states:

- *Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected market-based and affordable housing needs of current and future residents of the regional market area by:*
 - *b) permitting and facilitating:*
 - *2. all types of residential intensification, including additional residential units, and redevelopment in accordance with policy 1.1.3.3;*
 - Refer to the responses provided to PPS Policy 1.1.1 e) herein.
 - *c) directing the development of new housing towards locations where appropriate levels of infrastructure and public service facilities are or will be available to support current and projected needs;*
 - Refer to the response provided to PPS Policy 1.1.1 g) herein.

One or more of the aforesaid responses to PPS Policy 1.1.1 also speak to the following relevant PPS Policies:

- *1.1.3.2 Land use patterns within settlement areas shall be based on densities and a mix of land uses which:*
 - *a) efficiently use land and resources;*
 - *b) are appropriate for, and efficiently use, the infrastructure and public service facilities which are planned or available, and avoid the need for their unjustified and/or uneconomical expansion;*

- *1.6.6.2 Municipal sewage services and municipal water services are the preferred form of servicing for settlement areas to support protection of the environment and minimize potential risks to human health and safety. Within settlement areas with existing municipal sewage services and municipal water services, intensification and redevelopment shall be promoted wherever feasible to optimize the use of the services;*

The applicant's Planning Rationale Report (PRR), dated November 16, 2023, demonstrates that the requested amendment to Zoning By-law 8600 is consistent with the relevant policies of PPS 2020.

Official Plan

Relevant excerpts from Volume I of the Official Plan are attached as Appendix C. The following policies from these excerpts are considered relevant in discussing this amendment's conformity with the Official Plan.

The subject property is located within the South Windsor Planning District on *Schedule A - Planning Districts & Policy Areas*, within a Residential land use designation on *Schedule D - Land Use Plan* and within proximity to a Civic Way (namely Howard Avenue) on *Schedule G - Civic Image* to the *City of Windsor Official Plan*.

Volume I

Chapter 3 - Development Strategy

This amendment complies with the following applicable key policy direction for managing growth consistent with the Vision of the City of Windsor Community Strategic Plan.

3.2 - Growth Concept

3.2.1 - Safe, Caring and Diverse Communities

Encouraging a range of housing types will ensure that people have an opportunity to live in their neighbourhoods as they pass through the various stages of their lives. Residents will have a voice in how this new housing fits within their neighbourhood. As the city grows, more housing opportunities will mean less sprawl onto agricultural and natural lands (Policy 3.2.1.2).

- Refer to the response provided to PPS Policy 1.1.1 b) herein.

3.3 - Urban Structure Plan

This amendment complies with the following applicable key policy direction for managing the structural elements within the municipality.

3.3.3 Neighbourhoods

..... The three dominant types of dwellings in Windsor's neighbourhoods are single detached, semi-detached and townhouses. The density range for Windsor's neighbourhoods is between 20 to 35 units per net hectare. This density range provides for low and some medium-density intensification to occur in existing neighbourhoods.

.....

- This amendment will achieve a density of 23.7 units per hectare.
- If two (2) Additional Dwelling Units (ADUs) are established within each single unit dwelling, the density will increase to 71.1 units per hectare.

Chapter 6 - Land Use:

6.1 Goals

This amendment complies with the following applicable land use goal:

- *Housing suited to the needs of Windsor residents (Goal 6.1.3).*
- *To direct residential intensification to those areas of the City where transportation, municipal services, community facilities and goods and services are readily available (Goal 6.1.14).*

6.3 Residential

6.3.1 Objectives

The amendment complies with the following applicable Residential land use objectives:

- *To support a complementary range of housing forms and tenures in all neighbourhoods (Objective 6.3.1.1).*
- *To promote residential redevelopment, infill and intensification initiatives in locations in accordance with this plan (Objective 6.3.1.3).*

6.3.2 Policies

Permitted Uses

Uses permitted in the Residential land use designation identified on Schedule D: Land Use include Low Profile, and Medium Profile dwelling units. (Policy 6.3.2.1)

- A single unit dwelling is classified as a Low Profile dwelling unit.

Locational Criteria

New residential development and intensification shall be located where: (Policy 6.3.2.4)

- *(a) There is access to a collector or arterial road;*
 - The subject property is located within approximately 200.0 metres of Dougall Avenue, a Class II Arterial Road, and approximately 450.0 metres of Norfolk Street, a Class II Collector Road.
- *(b) Full municipal physical services can be provided;*
 - Refer to the response provided to PPS Policy 1.1.1 g) herein.
- *(c) Adequate community services and open spaces are available or are planned; and*
 - Refer to the responses provided to PPS Policy 1.1.1 g) and the Surrounding Land Uses section herein.
- *(d) Public transportation service can be provided.*
 - The subject property is within approximately 220.0 metres and 280.0 metres of transit stops for the northbound and southbound Dougall 6 transit routes, respectively.

Evaluation Criteria

Policy 6.3.2.5 states:

- *At the time of submission, the proponent shall demonstrate to the satisfaction of the Municipality that a proposed residential development within an area having a Neighbourhood development pattern is:*
 - *(c) In existing neighbourhoods, compatible with the surrounding area in terms of scale, massing, height, siting, orientation, setbacks, parking and amenity areas.*
 - **Scale and Massing**
 - The lot coverage attributed to main buildings within the 3400 block of Church Street range from approximately 100.0 m² to 325.0 m².
 - The applicant is proposing a lot coverage of approximately 170.0 m² for each single unit dwelling.

- The RD1.2 zoning will permit a maximum building area of 189.9 m² for each lot.
 - Lot widths of properties within the 3400 block of Church Street range from approximately 18.3 metres to 30.5 metres.
 - Lots 153 and 154 each have a lot width of 12.2 metres.
 - Lots 153 and 154 were established prior to Zoning By-law 8600 and its predecessor by-laws being adopted.
 - Lot areas of properties within the 3400 block of Church Street range from approximately 600.0 m² to 1,550.0 m².
 - Lots 153 and 154, together with the abutting portion of the closed north/south alley each have a lot area of 422.1 m².
 - Lots 153 and 154 were established prior to Zoning By-law 8600 and its predecessor by-laws being adopted.
 - The 3400 block of Church Street includes single unit dwellings of various sizes, predominately in the minimal traditional and ranch architectural styles, reflective of their time of construction ranging from 1945 to 1958.
- Height
 - The maximum main - building height provision for a single unit dwelling under the RD1.2 zoning and RD1.4 zoning are identical (9.0 metres).
 - Building heights for properties within the 3400 block of Church Street include one (1) storey, one and a half (1 ½) storey and two (2) storey single unit dwellings.
 - The applicant is proposing a building height of two (2) storeys [approximately six (6) metres] for each single unit dwelling.
 - Siting and Setbacks
 - The minimum front yard depth, minimum rear yard depth, and maximum gross floor area for a main building provisions for a single unit dwelling under the RD1.2 zoning and RD1.4 zoning are identical.
 - The applicant is not requesting relief from any of these provisions.

- The minimum side yard width provision for a single unit dwelling changes from 1.80 metres to 1.20 metres under the RD1.4 zoning and RD1.2 zoning, respectively.
 - Side yard widths of properties within the 3400 block of Church Street range from approximately 0.20 metres to 11.00 metres.
 - It should be further noted that the Planning Department, through Housekeeping Amendment Application Z-002/21 [ZNG/6277] to Zoning By-law 8600, is recommending that minimum side yard width provision for a single unit dwelling under all Residential District 1 and Residential District 2 zones be 1.20 metres [save and except the Residential District 1.5 (RD1.5) zone, which is specific to the Little River Acres (Villages of Riverside) subdivision].
 - The supporting report states that *“This will ensure consistency and fairness between the various zoning districts, allows more flexibility in the design of a dwelling, and allows for more efficient use of land.”*
 - The Development & Heritage Standing Committee endorsed this recommendation at their February 5, 2024 meeting.
 - Council will consider the housekeeping amendment for approval at its February 26, 2024 meeting.
 - Orientation, Parking and Amenity Areas
 - The amenity areas, orientation, parking areas and siting will be consistent with the surrounding neighbourhood (i.e. driveway off of abutting street, front yard and rear yard amenity areas, street facing single unit dwelling).
 - This amendment will allow for a development that is compatible with the established built environment found within the block and surrounding neighbourhood.
 - *(d) provided with adequate off street parking;*
 - The proposed development will accommodate the required number of parking spaces onsite.

- (e) *capable of being provided with full municipal physical services and emergency services; and*
 - Refer to the response provided to PPS Policy 1.1.1 g) herein for details on the municipal physical services available to the subject property.
 - The subject property is served by Essex-Windsor EMS, Windsor Fire & Rescue Services (Fire Hall No. 6) and Windsor Police Service.

Chapter 11 - Tools:

Land use compatibility throughout Windsor is an implementation goal to be achieved when administering a planning tool under this chapter. Compatibility between land uses is also an objective of the Zoning By-law Amendment planning tool (Policy 11.6.1.2).

- Land use compatibility was considered as part of the evaluation of the applicable Official Plan and PPS policies referenced herein.

Policy 11.6.3.3 states:

- *When considering applications for Zoning By-law amendments, Council shall consider the policies of this Plan and will, without limiting the generality of the foregoing, consider such matters as the following:*
 - (a) *The relevant evaluation criteria contained in the Land Use Chapter of this Plan, Volume II: Secondary Plans & Special Policy Areas and other relevant standards and guidelines;*
 - (b) *Relevant support studies;*
 - (c) *The comments and recommendations from municipal staff and circularized agencies;*
 - (d) *Relevant provincial legislation, policies and appropriate guidelines; and*
 - (e) *The ramifications of the decision on the use of adjacent or similar lands.*
 - This amendment is not anticipated to have any ramifications on the use of adjacent or similar lands.

The aforesaid matters were considered as part of the evaluation of the applicable Official Plan and PPS policies referenced herein.

The applicant's PRR demonstrates that the requested amendment to Zoning By-law 8600 conforms with the policies of the Official Plan.

Zoning By-Law

Relevant excerpts from Zoning By-law 8600 are *attached* as Appendix D.

The subject property is within a RD1.4 zone of Zoning By-law 8600.

The applicant is requesting an amendment to Zoning By-law 8600 to change the zoning to an RD1.2 zone with a site specific provision to permit a garage forming part of a single unit dwelling to have a maximum width of up to 68.0 percent of the maximum permitted width of the main building on the lot.

The RD1.2 zone is the most appropriate zoning for the existing lots of record, which are significantly smaller than what is intended for the RD1.4 zone.

Section 5.11.5 of Zoning By-law 8600 currently permits a garage forming part of a single unit dwelling to have a maximum width of up to 60.0 percent of the maximum permitted width of the main building on the lot. The requested increase equates to an increase in maximum permitted width of 0.8 metres from 5.9 metres to 6.7 metres.

The general intent and purpose of the maximum garage width regulation is to avoid having streetscapes and low density residential dwellings that are visually dominated by garage doors. The requested increase is found to be minor in nature and to maintain the general intent and purpose of the regulation. Despite the requested increase in maximum garage width, the driveway width will comply with Section 24.28.1.3.1 of Zoning By-law 8600, which limits the area of hard surface within a required front yard to a maximum of 50%.

The applicant's PRR demonstrates that the requested amendment to Zoning By-law 8600 is compatible with existing built environment in the surrounding neighbourhood and constitutes good planning.

The applicant's request has been considered and is supported within this report.

No other zoning deficiencies have been identified or supported.

A draft amending by-law is attached as Appendix F. Subsection 24 (1) of the *Planning Act*, R.S.O. 1990, c. P.13., prohibits a by-law from being passed that does not conform with the Official Plan. As discussed through the Official Plan section herein, the proposed amendment conforms to the applicable policies of the Official Plan.

Risk Analysis:

N/A

Climate Change Risks

Climate Change Mitigation:

Residential intensification minimizes the impact on the community greenhouse gas emissions. Development within existing communities and neighbourhoods while using currently available infrastructure such as sewers, sidewalks, and public transit helps to mitigate development impact.

Climate Change Adaptation:

The proposed construction of a new dwelling provides an opportunity to increase resiliency for the development and surrounding area.

Financial Matters:

N/A

Consultations:

Comments received from City Departments, external agencies and members of the public on this application were taken into consideration when preparing this report. A record of the comments is included as Appendix E herein.

There are no objections to the proposed amendment.

The applicant hosted an electronic public open house on November 8, 2023, via Zoom. Notice of the open house was issued to owners of properties within 120.0 metres of the subject property. The open house was attended by nine (9) people. Comments from were also received by phone and email as well.

Section 3.2 of the PRR summarizes the comments and questions, and includes corresponding responses. Comments received were taken into consideration when preparing this report.

Public Notice: Statutory notice was advertised in the Windsor Star, a local daily newspaper. A courtesy notice was mailed to property owners and residents within 120 metres of the subject parcel.

Conclusion:

The *Planning Act* requires that a decision of Council in respect of the exercise of any authority that affects a planning matter, “*shall be consistent with*” Provincial Policy Statement 2020. The recommended zoning amendment has been evaluated for consistency with the Provincial Policy Statement 2020 and conformity with the policies of the City of Windsor Official Plan.

The recommended zoning by-law amendment is consistent with the PPS, conforms with the policy direction of the City of Windsor Official Plan, is compatible with existing and permitted uses in the surrounding neighbourhood and constitutes good planning.

Planning Act Matters:

I concur with the above comments and opinion of the Registered Professional Planner.

Greg Atkinson, MCIP, RPP
Manager of Development

Thom Hunt, MCIP, RPP
City Planner

I am not a Registered Professional Planner and have reviewed as a Corporate Team Leader

JP JM

Approvals:

Name	Title
Greg Atkinson	Manager of Development/Deputy City Planner
Thom Hunt	City Planner / Executive Director, Planning & Development Services
Aaron Farough	Senior Legal Counsel, Legal Services & Real Estate
Wira Vendrasco	Deputy City Solicitor, Legal Services & Real Estate
Jelena Payne	Commissioner, Economic Development & Innovation
Ray Mensour for Joe Mancina	Chief Administration Officer

Notifications:

Name	Address	Email
Supreme Homes Group Inc. (John Atwan)		
Pillon Abbs Inc. (Tracey Pillon-Abbs)		
Councillor Fred Francis (Ward 1)		
Supreme Homes Group Inc. (John Atwan)		
Pillon Abbs Inc. (Tracey Pillon-Abbs)		
Abutting property owners, tenants/occupants within 120-meter (400 feet) radius of the subject property		

Appendices:

- 1 Appendix A - Conceptual Plan
- 2 Appendix B - Site Images
- 3 Appendix C - Excerpts from Official Plan Volume I
- 4 Appendix D - Excerpts from Zoning By-law 8600
- 5 Appendix E - Consultations
- 6 Appendix F - Draft Amending By-law (Site Specific Holding Provision)
- 7 Appendix G - Planning Rationale Report
- 8 Appendix H - Existing Tree Inventory and Preservation Plan

APPENDIX "A" Conceptual Plans

Overall Site Plan

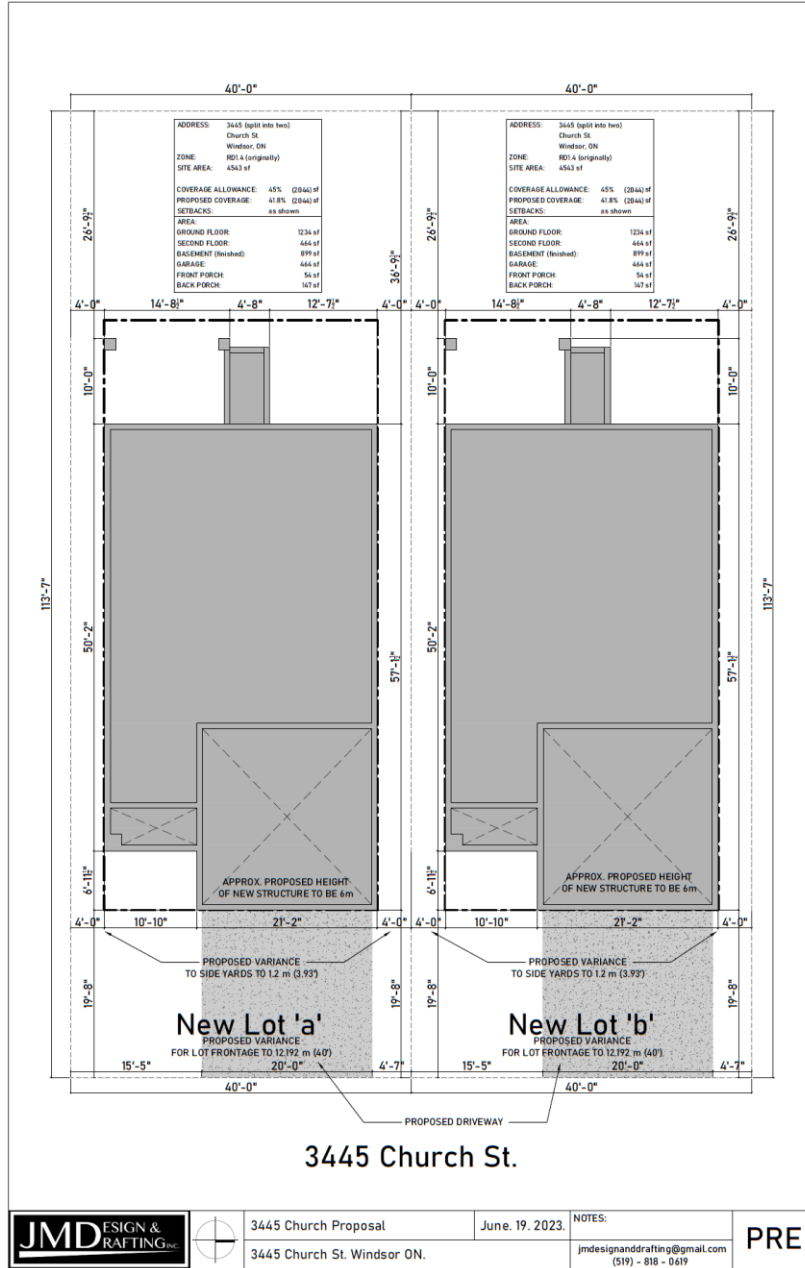
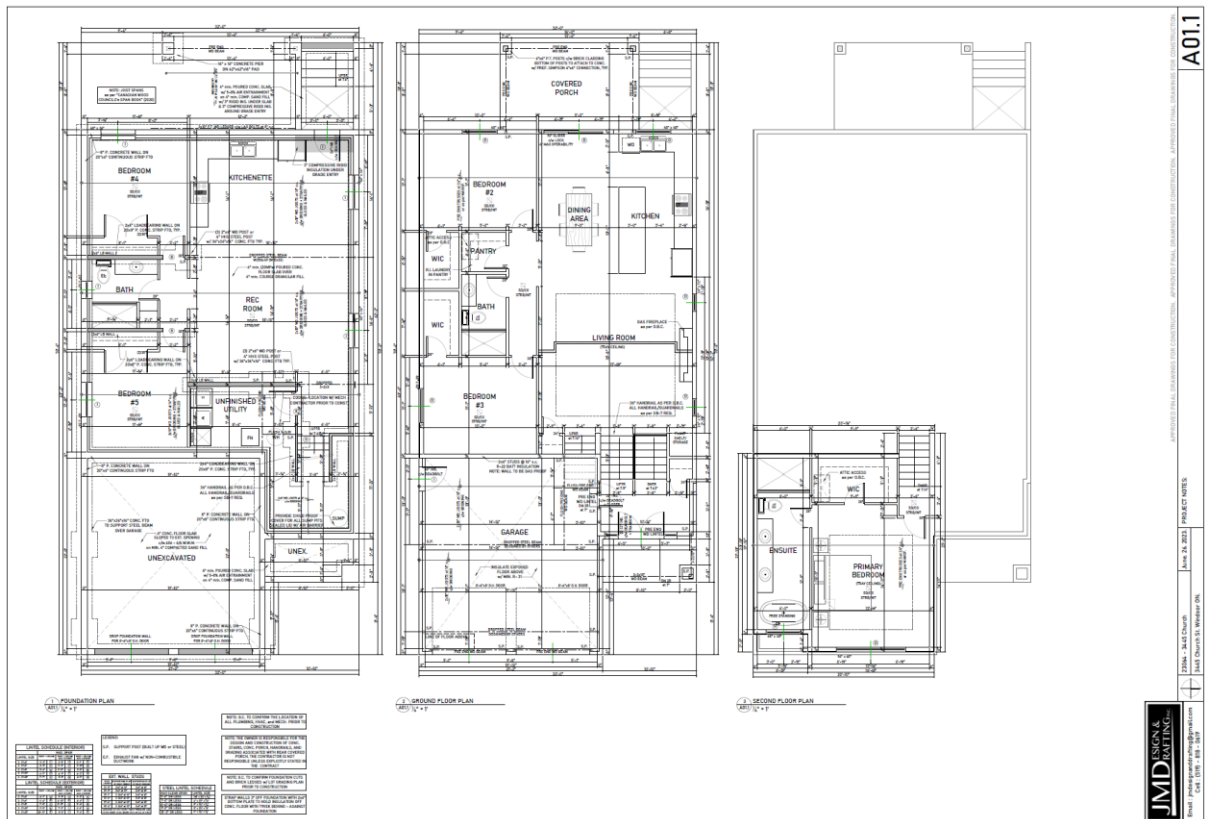
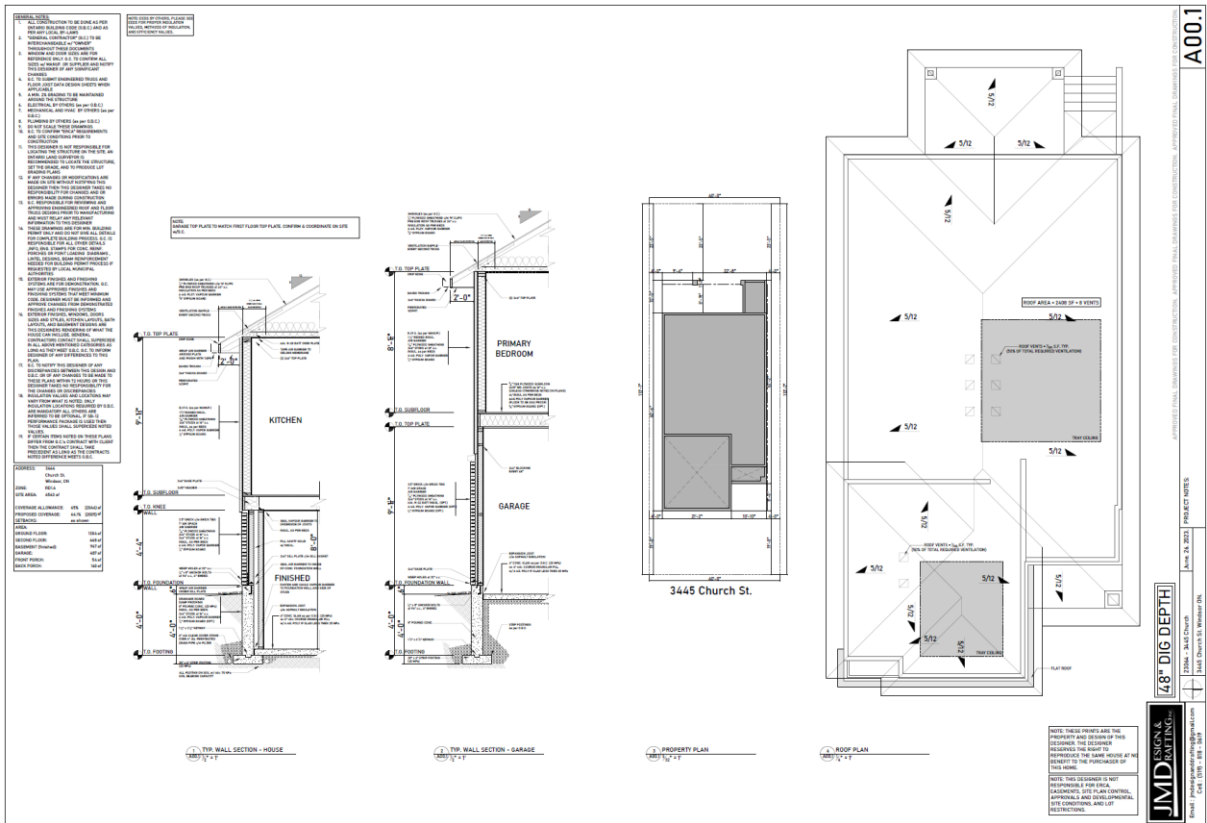
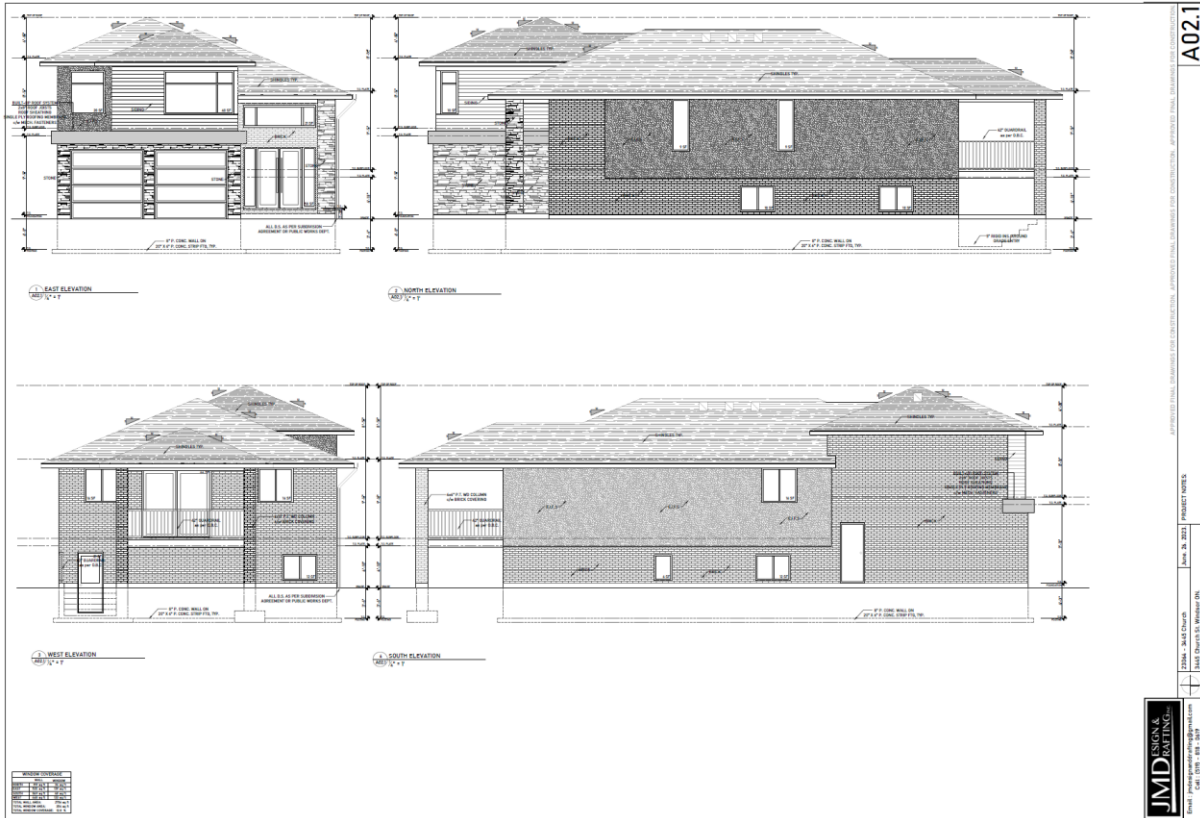
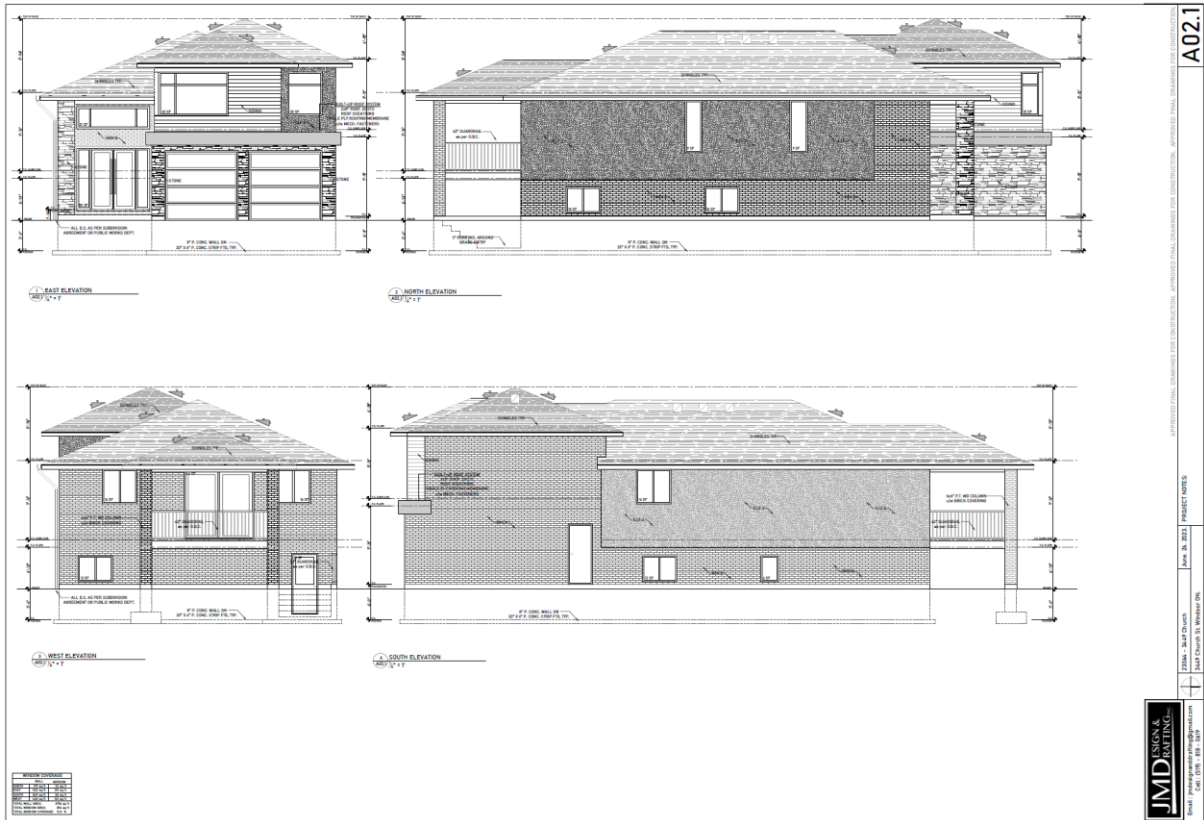


Figure 1 - Site Plan

3445 Church Street - Conceptual Drawings







APPENDIX "B"
Site Photos



Figure 1 - Looking southwest towards 3445 Church St



Figure 2 - Looking northwest towards 3445 Church St



Figure 3 - Church St, looking north from 3445 Church St



Figure 4 - Church St, looking south from 3445 Church St

APPENDIX “C”
Excerpts from Official Plan Volume I

3. Development Strategy

3.2.1 Safe, Caring and Diverse Community

*NEIGHBOURHOOD
HOUSING VARIETY*

3.2.1.2 Encouraging a range of housing types will ensure that people have an opportunity to live in their neighbourhoods as they pass through the various stages of their lives. Residents will have a voice in how this new housing fits within their neighbourhood. As the city grows, more housing opportunities will mean less sprawl onto agricultural and natural lands.

3.3.3 Neighbourhoods

*NEIGHBOURHOOD
HOUSING VARIETY*

Neighbourhoods are the most basic component of Windsor's urban structure and occupy the greatest proportion of the City. Neighbourhoods are stable, low-to-medium-density residential areas and are comprised of local streets, parks, open spaces, schools, minor institutions and neighbourhood and convenience scale retail services.

The three dominant types of dwellings in Windsor's neighbourhoods are single detached, semi-detached and townhouses. The density range for Windsor's neighbourhoods is between 20 to 35 units per net hectare. This density range provides for low and some medium-density intensification to occur in existing neighbourhoods.

6. Land Use

6.1 Goals

In keeping with the Strategic Directions, Council's land use goals are to achieve:

RESIDENTIAL

6.1.3 Housing suited to the needs of Windsor's residents.

*RESIDENTIAL
INTENSIFICATION*

6.1.14 To direct residential intensification to those areas of the City where transportation, municipal services, community and goods and services are readily available. (added by OPA #159 –AP PROVED July 11, 2022, B/L# 100-2022)

6.3 Residential

6.3.1 Objectives

- RANGE OF FORMS & TENURES* 6.3.1.1 To support a complementary range of housing forms and tenures in all neighbourhoods.
- INTENSIFICATION, INFILL & REDEVELOPMENT* 6.3.1.3 To promote residential redevelopment, infill and intensification initiatives in locations in accordance with this plan. (Added by OPA#159 - APPROVED July 11, 2022, B/L#100-

6.3.2 Policies

- PERMITTED USES* 6.3.2.1 Uses permitted in the Residential land use designation identified on Schedule D: Land Use include Low Profile, and Medium Profile dwelling units.

High Profile Residential Buildings shall be directed to locate in the City Centre, Mixed Use Centres and Mixed Use Corridors. (Added by OPA #159 – APPROVED July 11, 2022 , B/L# 100-2022)

- LOCATIONAL CRITERIA* 6.3.2.4 Residential intensification shall be directed to the Mixed Use Nodes and areas in proximity to those Nodes. Within these areas Medium Profile buildings, up to four (4) storeys in height shall be permitted. These taller buildings shall be designed to provide a transition in height and massing from low-profile areas.

New residential development and intensification shall be located where:

- (a) There is access to a collector or arterial road;
- (b) Full municipal physical services can be provided;
- (c) Adequate community services and open spaces are available or are planned; and
- (d) Public transportation service can be provided.

(Added by OPA #159 – APPROVED July 11, 2022, B/L# 100-2022)

- EVALUATION CRITERIA FOR A NEIGHBOURHOOD DEVELOPMENT PATTERN* 6.3.2.5 At the time of submission, the proponent shall demonstrate to the satisfaction of the Municipality that a proposed residential development within an area having a Neighbourhood development pattern is:

- (c) In existing neighbourhoods, compatible with the surrounding area in terms of scale, massing, height, siting, orientation, setbacks, parking and amenity areas.

In Mature Neighbourhoods as shown on Schedule A-1, compatible with the surrounding area, as noted above, and consistent with the streetscape, architectural style and materials, landscape character and setback between the buildings and streets; (Added by OPA #159 – APPROVED July 11 2022, B/L#

- (d) provided with adequate off street parking;
- (e) capable of being provided with full municipal physical services and emergency services; and

11. Tools

11.6 Zoning

11.6.1 Objectives

COMPATIBLE USES

- 11.6.1.2 To ensure compatibility between land uses.

11.6.3 Zoning By-law Amendment Policies

EVALUATION CRITERIA

- 11.6.3.3 When considering applications for Zoning By-law amendments, Council shall consider the policies of this Plan and will, without limiting the generality of the foregoing, consider such matters as the following:
 - (a) The relevant evaluation criteria contained in the Land Use Chapter of this Plan, Volume II: Secondary Plans & Special Policy Areas and other relevant standards and guidelines;
 - (b) Relevant support studies;
 - (c) The comments and recommendations from municipal staff and circularized agencies;
 - (d) Relevant provincial legislation, policies and appropriate guidelines; and
 - (e) The ramifications of the decision on the use of adjacent or similar lands.

APPENDIX “D”
Excerpts from Zoning By-law 8600

SECTION 5 - GENERAL PROVISIONS

(AMENDED by B/L 274-1998, Oct. 2, 1998; B/L 31-2013, March 28/2013; DELETED By B/L 117-2016, Dec. 28, 2016; ADDED by B/L 177-2016, Dec. 28, 2016; AMENDED by B/L 95-2019, Sept. 27/2019)

5.11 CARPORT / GARAGE

5.11.5 In any residential district, for a single unit dwelling, semi-detached dwelling, duplex dwelling or townhome dwelling, the maximum width of a carport or garage forming part of the main building shall not exceed 60.0 percent of the maximum permitted width of the main building on the lot.

SECTION 10 - RESIDENTIAL DISTRICTS 1. (RD1.)

(B/L 10358 Jul 16/1990; B/L 11093 Jul 20/1992; B/L 33-2001 Oct 23/2001, OMB Decision/Order No. 1716 Case No. PL010233; B/L 370-2001 Nov 15/2001; B/L 363-2002 Dec 31/2002; B/L 220-2002, Feb 24/2003; B/L 10-2004 OMB Order PL040143, File No. R040023, Decision/Order No. 0055, Issued Jan 12/2005 B/L 114-2016 Sep 19/2016); B/L 164-2017, Dec. 7/2017 [ZNG/5270]; B/L 95-2019, Sept. 27/2019

10.2 RESIDENTIAL DISTRICT 1.2 (RD1.2)

10.2.1 PERMITTED USES

- Existing Duplex Dwelling*
- Existing Semi-Detached Dwelling*
- One Single Unit Dwelling*
- Any use accessory to the preceding uses

10.2.5 PROVISIONS

	Duplex Dwelling	Semi-Detached Dwelling	Single Unit Dwelling
.1 Lot Width – minimum	9.0 m	15.0 m	12.0 m
.2 Lot Area – minimum	360.0 m ²	450.0 m ²	360.0 m ²
.3 Lot Coverage – maximum	45.0%	45.0%	45.0%
.4 Main Building Height – maximum	9.0 m	9.0 m	9.0 m
.5 Front Yard Depth – minimum	6.0 m	6.0 m	6.0 m
.6 Rear Yard Depth – minimum	7.50 m	7.50 m	7.50 m
.7 Side Yard Width – minimum	1.20 m	1.20 m	1.20 m
.8 Gross Floor Area – main building – maximum	400 m ²	400 m ²	400 m ²

(AMENDED by B/L 101-2022, July 11, 2022)

10.4 RESIDENTIAL DISTRICT 1.4 (RD1.4)

10.4.1 PERMITTED USES

Existing Duplex Dwelling

Existing Semi-Detached Dwelling

One Single Unit Dwelling

Any use accessory to the preceding uses

10.4.5 PROVISIONS

	Duplex Dwelling	Semi-Detached Dwelling	Single Unit Dwelling
.1 Lot Width – minimum	9.0 m	15.0 m	18.0 m
.2 Lot Area – minimum	360.0 m ²	450.0 m ²	540.0 m ²
.3 Lot Coverage – maximum	45.0%	45.0%	45.0%
.4 Main Building Height – maximum	9.0 m	9.0 m	9.0 m
.5 Front Yard Depth – minimum	6.0 m	6.0 m	6.0 m
.6 Rear Yard Depth – minimum	7.50 m	7.50 m	7.50 m
.7 Side Yard Width – minimum	1.20 m	1.20 m	1.80 m
.8 Gross Floor Area – main building – maximum	400 m ²	400 m ²	400 m ²

(AMENDED by B/L 101-2022, July 11, 2022)

APPENDIX “E” Consultations

BELL CANADA WSP

No comments provided

CALDWELL FIRST NATION COMMUNITY

No comments provided

CANADA MORTGAGE & HOUSING CORPORATION(CMHC)

No comments provided

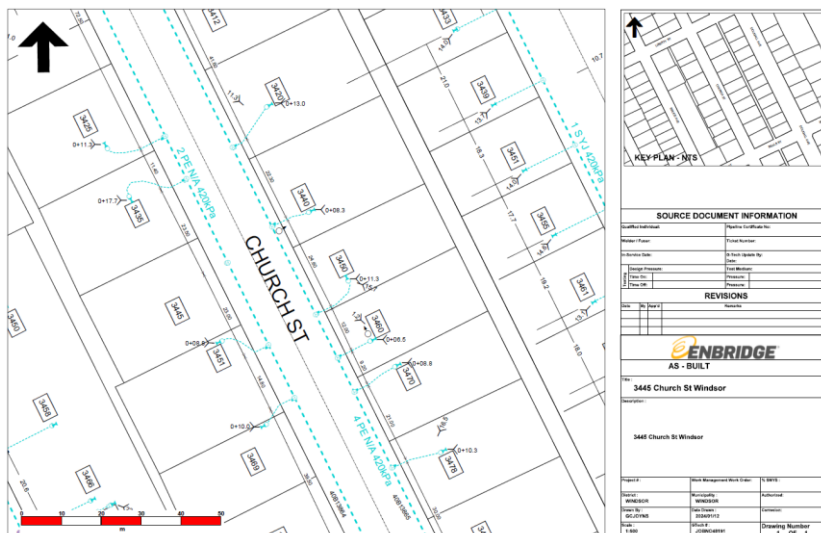
ENBRIDGE GAS

After reviewing the provided drawing at 3445 Church St. and consulting our mapping system, please note that Enbridge Gas has no active infrastructure in the proposed area. A PDF drawing has been attached for reference.

Also, please note the following should you find any abandoned infrastructure in the area:

- Any pipe that is excavated, please assume that it is live
- If during the course of any job, any pipe is found that is not on the locate sheet and is in conflict with your work, please call our emergency number (1-877-969-0999), and one of our Union Gas representatives will respond to determine if that plant is in fact live or dead
- Please note that our Enbridge Gas representative will respond to the live or dead call within 1-4 hours, so please plan your work accordingly

[Gord Joynson, Drafter Estimator]



ENWIN UTILITIES - HYDRO ENGINEERING

No Objection provided clearances are maintained from our distribution plant.

Please note the following distribution and services:

- Overhead 16kV primary distribution pole line and associated down guy wires/anchors adjacent to the west limit of the property.
- Overhead 120/240v secondary triplex distribution, adjacent to the west limit of the property
- Overhead 120/240v secondary triplex service to 3451 Church St.
- Overhead 120/240v secondary triplex service to 3450 Bruce Ave.
- Overhead 120/240v secondary triplex service to 3458 Bruce Ave.

Proposed buildings and/or building additions must have adequate clearance requirements from all hydro distribution and services.

We recommend referring to the Occupational Health and Safety Act for minimum safe limits of approach during construction and the Ontario Building Code for adequate clearance requirements for New Buildings and/or Building Additions.

[Tia McCloskey, Hydro Engineering Technologist]

ENWIN UTILITIES - WATER ENGINEERING

Water Engineering has no objections. There is an existing 19 mm water service that will end up being on one of the lots that may be re-used if it is sufficient for the proposed development.

[Bruce Ogg, Water Project Review Officer]

GREATER ESSEX COUNTY DISTRICT SCHOOL BOARD

No comments provided

PARKS DEPARTMENT

There are 2 City owned trees at this address, total diameter of 165 cm. These trees are in great shape. Forestry requires that these trees must be preserved. Tree preservation plan is required.

Replacement will be required if there are tree damages/removals.

The City will require that the developer is notified, in advance, of the City's tree replacement procedure: City Forestry follows the 'equivalent diameter' replacement methodology - for every unit diameter of tree removed (e.g. due to damages), a similar amount of new trees must be planted.

(Stage 1: Planning Consultation Comments)

[Yemi Adeyeye, City Forester / Manager of Natural Areas]

PLANNING DEPARTMENT - HERITAGE

No supporting studies or information required.

(Stage 1: Planning Consultation Comments)

[Kristina Tang, Heritage Planner]

PLANNING DEPARTMENT - LANDSCAPE

The use of the property is to remain low density residential and is therefore not subject to site plan control.

There are no studies required from a landscape or urban design perspective.

There are however two existing city-owned trees in the front of the property that will need to be preserved. The applicant is to consult with the City Forester regarding the preservation techniques and compensation if the trees are damaged or removed during any construction.

(Stage 1: Planning Consultation Comments)

[Stefan Fediuk, Landscape Architect]

TRANSPORTATION PLANNING

No supporting studies or information required.

(Stage 1: Planning Consultation Comments)

[Clare Amicarelli, Transportation Planning Coordinator]

WALPOLE ISLAND FIRST NATION

No comments provided

WINDSOR ESSEX CATHOLIC DISTRICT SCHOOL BOARD

No comments provided

**APPENDIX “F”
Draft Amending By-law**

B Y - L A W N U M B E R -2024

A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600
CITED AS THE "CITY OF WINDSOR ZONING BY-LAW"

Passed the day of , 2024.

WHEREAS it is deemed expedient to further amend By-law Number 8600 of the Council of The Corporation of the City of Windsor, cited as the "City of Windsor Zoning By-law" passed the 31st day of March, 1986, as heretofore amended:

THEREFORE the Council of The Corporation of the City of Windsor enacts as follows:

1. That subsection 1 of Section 20, of said by-law, is amended by adding the following clause:

498. WEST SIDE OF CHURCH STREET BETWEEN LIBERTY STREET AND BEALS STREET WEST

For the lands comprising of Lots 153 & 154 and Part of Closed Alley, Plan 1305, PIN No. 01304-0854 LT, the following shall apply:

1. Notwithstanding Section 5.11.5, for a *single unit dwelling*, the maximum width of a *carport* or *garage* forming part of the *main building* shall not exceed 68.0% of the maximum permitted width of the *main building* on the *lot*.

[ZDM 8; ZNG/7165]

2. The said by-law is further amended by changing the Zoning District Maps or parts thereof referred to in Section 1, of said by-law and made part thereof, so that the lands described in Column 3 are delineated by a broken line and further identified by the zoning symbol shown in Column 5:

1. Item Number	2. Zoning District Map Part	3. Lands Affected	4. Official Plan Amendment Number	5. Zoning Symbol	6. New Zoning Symbol
1	8	Lots 153 & 154 and Part of Closed Alley, Plan 1305, PIN No. 01304-0854 LT (located on the west side of Church Street between Liberty Street and Beals Street West)		RD1.4	RD1.2 S.20(1)498

DREW DILKENS, MAYOR

CLERK

First Reading - , 2024

Second Reading - , 2024

Third Reading - , 2024

SCHEDULE 2

1. By-law _____ has the following purpose and effect:

To amend the zoning of the lands located on the west side of Church Street between Liberty Street and Beals Street West, legally described as Lots 153 & 154 and Part of Closed Alley, Plan 1305, PIN No. 01304-0854 LT, so as to permit the development of a single unit dwelling on the subject land.

The amending by-law changes the zoning on the subject land from Residential District 1.4 (RD1.4) to Residential District 1.2 (RD1.2) and adds a special zoning provision permitting a carport or garage forming part of a single unit dwelling a maximum width of up to 68.0 percent of the maximum permitted width of the main building on the lot.

2. Key map showing the location of the lands to which By-law _____ applies.



PART OF ZONING DISTRICT MAPS 8

N.T.S.

SCHEDULE 2

Applicant: Supreme Homes Group



SUBJECT LANDS

PLANNING & BUILDING DEPARTMENT



DATE : JANUARY, 2024
FILE NO. : Z-002/24, ZNG/7165

PLANNING RATIONALE REPORT

ZONING BY-LAW AMENDMENT PROPOSED RESIDENTIAL DEVELOPMENT

3445 Church Street
Windsor, Ontario

November 16, 2023

Prepared by:



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1.0 INTRODUCTION

I have been retained by Supreme Homes Group Inc. (herein the "Applicant"), to provide a land use Planning Rationale Report (PRR) in support of a proposed development located at 3445 Church Street (herein the "Site") in the City of Windsor, Province of Ontario.

The Site is made up of two (2) parcels of land, which currently has one (1) single detached dwelling in Ward 1, in the South Windsor Planning District.

The existing dwelling will be demolished.

It is proposed to construct two (2) new single detached dwellings with two (2) parking spaces for each. One (1) dwelling will be on each parcel of land. Access will be from Church Street.

The Site has access to full municipal services.

The Site will provide for new housing in an existing built up area. Smaller lots will make housing more affordable and attainable.

An application for a Zoning By-law Amendment (ZBA) is required in order to permit the proposed development.

Once the ZBA has been approved, the Applicant will proceed with a building permit prior to any construction or site alterations.

Pre-consultation (stage 1) was completed by the Applicant. Comments dated August 17, 2023 (City File #PS-007/23), were received and have been incorporated into this PRR.

The purpose of this report is to review the relevant land use documents, including the Provincial Policy Statement (PPS) 2020, the City of Windsor Official Plan (OP) and the City of Windsor Zoning By-law (ZBL).

This PRR will show that the proposed development is suitable for residential intensification, is consistent with the PPS, conforms to the intent and purpose of the City of Windsor OP and represents good planning.

2.0 SITE AND SURROUNDING LAND USES

2.1 Description of Site and Ownership

The Site has been owned by Supreme Homes Group Inc., the Applicant, since July 2023.

The Site is made up of two (2) interior parcels of land located on the west side of Church Street, north of Beals Street West and south of Liberty Street (see the area in red on Figure 1a – Site Location).

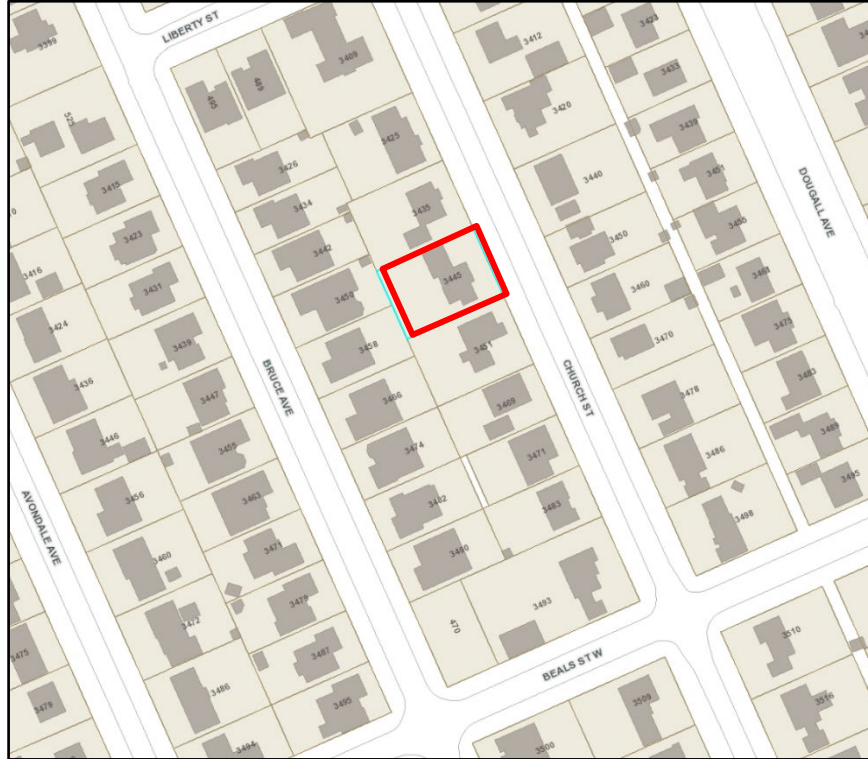


Figure 1a – Site Location (Source: City of Windsor GIS)

The Site is locally known as 3445 Church Street and is legally described as follows:

Description	PIN	ARN
LT 153 PL 1305 SANDWICH WEST; LT 154 PL 1305 SANDWICH WEST; PT ALLEY PL 1305 SANDWICH WEST CLOSED BY R1006826 AS IN R1066956 SIT R1006826; WINDSOR	01304 – 0854 LT	080-300-15400-0000

2.2 Physical Features of the Site

2.2.1 Size and Site Dimension

The Site, subject to the proposed development, consists **each** of a total area of 422.06 m², with a lot width of 12.19 m along Church Street and a lot depth of 34.62 m.

2.2.2 Existing Structures and Previous Use

The Site one (1) single detached dwelling (see Figure 1b – Site Street View).



Figure 1b – Site Street View (Source: Pillon Abbs Inc.)

The previous use of the Site was for residential.

2.2.3 Vegetation

The Site has an open grassed front yard and rear yard.

There are some mature trees located on the Site.

2.2.4 Topography, Drainage and Soil

The Site is flat and is outside the regulated area of the Essex Region Conservation Authority (ERCA).

The Site is part of the Turkey Creek Drainage Area.

The Site is not impacted by Source Water Protection.

The soil is made up of Brookston Clay Loam (Bcl).

2.2.5 Other Physical Features

There is an existing shared driveway.

There is fencing along a portion of the boundary of the Site.

2.2.6 Municipal Services

The property has access to municipal water, storm and sanitary services.

Church Street is a two-way north / south local residential road.

There is no on-street parking in the area of the Site.

There are no streetlights or sidewalks along Church Street.

The closest fire hydrant is located directly east of the Site.

The Site has access to transit with the closest bus stop located at the corner of Dougall Ave and Beals St (270 m), Stop ID: 1782 (Bus #6).

The Site is in close proximity to major transportation corridors, including Dougall Ave.

2.2.7 Nearby Amenities

There are several schools nearby, including the Central Public School, St Garbiel Catholic Elementary School and Southwood Public School.

There are many parks and recreation opportunities in close proximity to the Site, including Kenilworth Park and Oakwood Park.

The nearest library is Budimir Public Library.

There is nearby shopping in the form of plazas and malls, as well as employment, places of worship and local amenities.

2.3 Surrounding Land Uses

Overall, the Site is located in an existing built up area in Ward 1 in the South Windsor Planning District. The neighbourhood characteristic is low profile residential.

A site visit was undertaken on October 27, 2022. Photos were taken by Pillon Abbs Inc..

North – The lands directly north of the Site are used for residential with access from Church Street (see Photo 1 - North).



Photos 1 – North

South – The lands directly south of the Site are used for residential with access from Church Street (see Photo 2 - South).



Photo 2 – South

East – The lands east of the Site are used for residential with access from Church Street (see Photos 3 - East).





Photos 3 – East

West – The lands west of the Site are used for residential with access from Bruce Avenue (see Photos 4 - West).





Photos 4 – West

3.0 PROPOSAL AND CONSULTATION

3.1 Development Proposal

The existing single detached dwelling will be demolished.

It is proposed to develop the Site for residential purposes.

It is proposed to construct two (2) new single detached dwellings. One (1) dwelling will be on each parcel of land.

A Concept Plan has been prepared by JM Design and Rafting Inc., dated June 19, 2023 (see Figure 2a – Concept Plan).

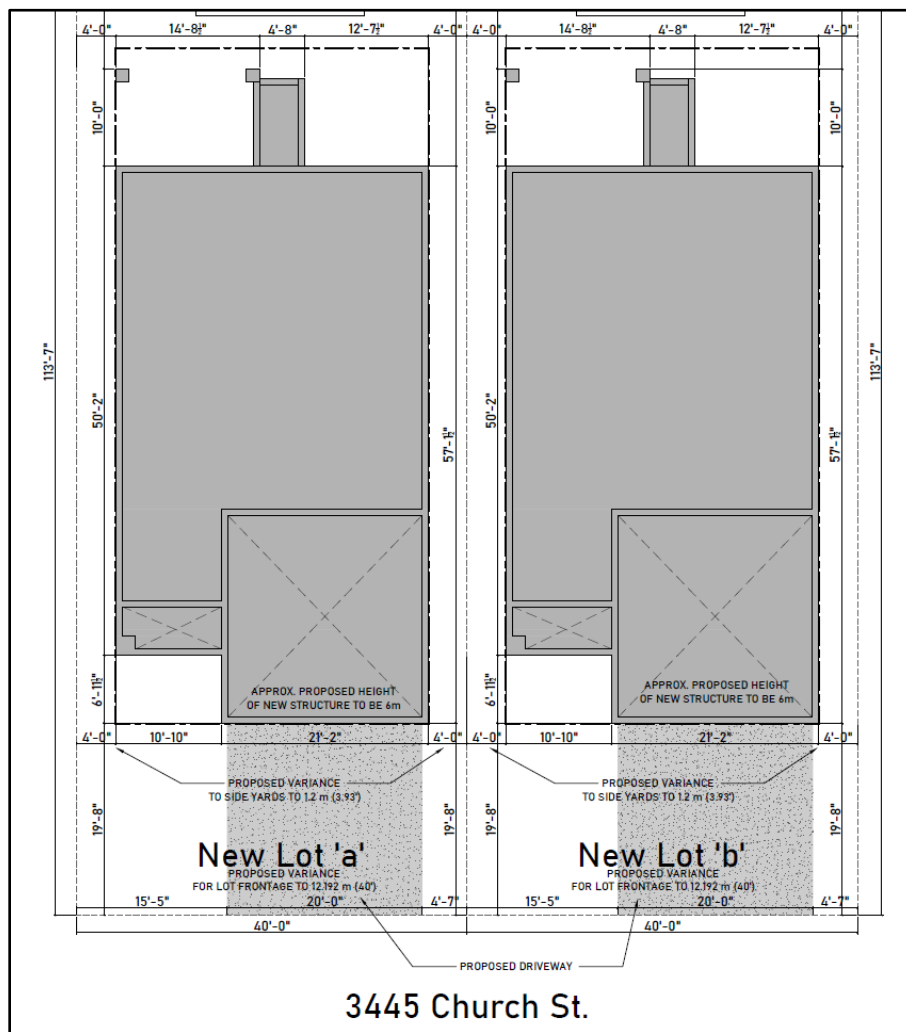


Figure 2a – Concept Plan

The concept plan illustrates a preliminary proposal.

Based on the size of **both** of the Sites (0.084 ha) and the total number of new units (2), the proposed gross density will be 23.81 units per hectare (uph).

The tenure of the units is proposed to be freehold.

The proposed dwellings will be a maximum of 6 m in height (2 storeys).

The total building area for **each** lot is proposed to be 189.89 m² in size, which will result in a total lot coverage of 41.8%.

The building will face Church Street with a primary pedestrian entrance (see Figure 2b – Elevations).

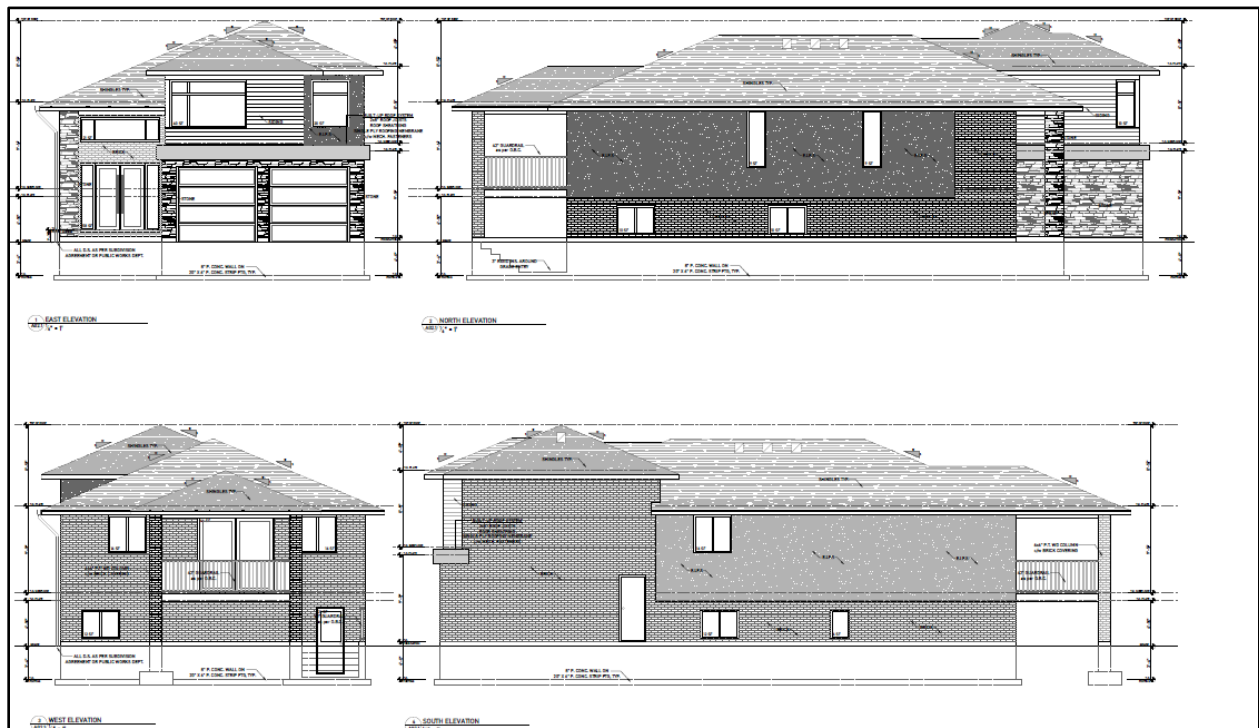


Figure 2b – Elevations

Units will have 3 bedrooms, each with an unfinished basement.

There will be a front and rear porch leading into the proposed building.

Vehicle access will be from Church Street on a private driveway with two (2) parking spaces for each.

Each dwelling will have a private double car garage.

Outdoor amenity space is proposed in the front yard and the rear yard.

All sidewalks will be paved.

Landscaping will be provided.

New fencing is proposed.

Waste management (garbage and recycling) is handled indoors and taken to the curb for pick up.

The Site will be serviced with full municipal services, including water, storm and sewers.

3.2 Public Consultation Strategy

In addition to the statutory public meeting, the *Planning Act* requires that the Applicant submit a proposed strategy for public consultation with respect to an application as part of the complete application requirements.

As part of a public consultation strategy, in addition to the statutory public meeting, an informal electronic public open house was held with area residents and property owners on Wednesday, November 8, 2023, from 6:00 pm to 7:00 pm.

The open house provided members of the public with opportunities to review and comment on the proposed development.

A total of 77 owners and tenants were notified, which is a 120 m radius from the Site.

In addition to the City of Windsor Staff and the Applicant Team, a total of 9 residents registered and attended.

Emails and phone calls were also received.

The following is a summary of the comments and responses from the public open houses:

Topic Item	Comments and Questions	Response
Zoning Request	Did not know the application was for a re-zoning.	Re-zoning was noted on the notice. We could do either new zoning or stay in the existing zoning.

Topic Item	Comments and Questions	Response
Lot Size	The proposed lot sizes are too small and different from what exists in the neighborhood	A smaller lot size will make it more affordable and attainable.
Garage	Explain the relief for the garage.	In any residential district, for a single unit dwelling, semi-detached dwelling, duplex dwelling or townhome dwelling, the maximum width of a carport or garage forming part of the main building shall not exceed 60.0 percent of the maximum permitted width of the main building on the lot.
Tenure	Will the units be rented?	No, they will be freehold.
Rear Yard Setback	It appears that the rear yard setback will only be 10 ft.	It was explained that the 10 ft dimension shown on the concept plan indicated the area within the building envelope. The proposed rear yard setback is 26 ft.
Short Term Rental (STR)	Is this an Airbnb?	No, and STR is regulated by the City.
Bedrooms	There are too many bedrooms in the home.	The concept plan provided shows how the basement could be completed. It is intended that the basement will be sold unfinished.
Kitchenette	The kitchenette will be used as an apartment.	The concept plan provided shows how the basement could be completed. ADUs are permitted in a single detached dwelling as of right.
Additional Dwelling Units (ADU)	Explain what an ADU is.	An explanation was provided by the City of Windsor Staff.
Design and Materials	How will the dwellings be designed, and what material will be used? How can we ensure the 2 dwellings will not be built as 'cookie cutters' and look the same?	A high end design is proposed, which will complement the south Windsor area. Brick (stone face and wrap) and siding (on the side). Owners will be able to select the colours.
Demolition of Existing Home	When will the existing home be demolished?	ASAP

Topic Item	Comments and Questions	Response
Occupancy	Will the building be living in the home?	No, the builder will be building to sell.
Students	What can stop people from making rental students?	Zoning cannot regulate the type of people who will live in the dwellings.
Relief Requested	Why is relief being requested?	The 2 lots are legal lots of record but smaller than what is required in the current zone. Relief will acknowledge the lots and allow for new construction. A previous minor variance was applied for to the Committee of Adjustment, but the application was withdrawn as it was left that a ZBA was a better approach.
Precedent	This will create precedents.	Each application is evaluated on a case by case basis.
Past Decisions	Why is the Planning and Heritage Committee denying other applications?	The City of Windsor Staff confirmed that each application is evaluated based on adverse impact and a compatibility test.
Privacy	The rear porch will decrease privacy and is too high and will look into back yards.	The height is not uncommon for a low profile residential Site. There are other second storey/raised porches in rear yards in the area. An accessory building could be built closer to the lot line.
Heating and Cooling Systems	Each dwelling will have new systems.	The location is regulated by the City.
Compatibility	The proposed development is not compatible with the homes in the area.	Compatibility does not mean the dwelling has to be the same size.
Lot Frontage	Lot frontage is too small, there will be too much concrete and will create a heat island.	Driveway widths are regulated by the City.
Trees	Why is a tree preservation study needed? Trees are already removed. Preservation is too late.	A Tree inventory and preservation study is currently being conducted. If the trees do not need to be removed, they will not. The garage and driveway could be flipped if needed.

Topic Item	Comments and Questions	Response
	<p>People were measuring the 2 trees on the Site this week.</p> <p>These are heritage trees.</p> <p>Shade will be lost, there will be an increase in temperature, environmental concerns, and there is too much pollution in the City already.</p> <p>There will be an increase in water run off if trees are removed.</p>	
Landscaping	There is not enough room in the front yard for landscaping.	There is a 19 ft x 15 ft area available for plantings.
Dwelling Type	One duplex would have been a better option for the Site.	<p>The vision for the Site was to create 2 affordable and attainable housing options in the form of single detached dwellings.</p> <p>A duplex would have ended up being a rental.</p>
Side Yard Setback	This will look like tunnels between the homes.	<p>There is a minimum of 4 ft proposed on the side yards of each dwelling.</p> <p>Over 8 ft is proposed between the 2 new proposed dwellings.</p>

4.0 APPLICATIONS AND STUDIES

Pre-consultation (stage 1) was completed by the Applicant. Comments dated August 17, 2023 (City File #PS-007/23), were received and have been incorporated into this PRR.

The proposed development requires an application for a Zoning By-law Amendment (ZBA) along with required support studies.

The following explains the purpose of the application and a summary of the required support studies.

4.1 Zoning By-Law Amendment

A site specific Zoning By-law Amendment (ZBA) is required to permit the proposed development.

The zoning for the Site is proposed to be changed from Residential District 1.4 (RD1.4) category to a site specific Residential District 1.2 (RD1.2 - S.20(1)(XXX)) category, as shown on Map 8 of the City of Windsor Zoning By-Law (ZBL).

In addition to the change in zoning, the proposed development will comply with all zone provisions set out in the RD1.2 Zone, except relief is required from certain provisions.

The ZBA is detailed, and the justification is set out in Section 5.1.3 of this PRR.

4.2 Other Application

Once the ZBA has been approved, the Applicant will proceed with a building permit prior to any construction or site alterations.

4.3 Supporting Studies

The following studies have been prepared to support the application.

4.3.1 Trees

A Tree Preservation Study was prepared.

The purpose of the report was to identify the location of the existing trees on the Site.

The study identified two (2) trees, both of which can be preserved and are not impacted by the proposed development.

5.0 PLANNING ANALYSIS

5.1 Policy and Regulatory Overview

5.1.1 Provincial Policy Statement

The Provincial Policy Statement, 2020 (PPS) provides policy direction on matters of provincial interest related to land use planning and development providing for appropriate development while protecting resources of provincial interest, public health and safety, and the quality of the natural and built environments.

The PPS is issued under Section 3 of the Planning Act and came into effect on May 1, 2020. It applies to all land use planning matters considered after this date.

The PPS supports improved land use planning and management, which contributes to a more effective and efficient land use planning system.

The Site is within a ‘Settlement Area”, as defined by the PPS.

The following provides a summary of the key policy considerations of the PPS as it relates to the proposed development.

PPS Policy #	Policy	Response
1.0Ontario's long-term prosperity, environmental health and social well-being depend on wisely managing change and promoting efficient land use and development patterns.....	Windsor has directed growth where the Site is located, which will contribute positively to promoting efficient land use and development patterns. Residential use on the Site represents an efficient development pattern that optimizes the use of land. The Site will provide for new housing in an existing built up area.
1.1.1	Healthy, liveable and safe communities are sustained by: a) promoting efficient development and land use patterns which sustain the	The proposed development is consistent with the policy to build strong, healthy, and livable communities as it provides for a development

PPS Policy #	Policy	Response
	<p>financial well-being of the Province and municipalities over the long term;</p> <p>b) accommodating an appropriate affordable and market-based range and mix of residential types, employment, institutional, recreation, park and open space, and other uses to meet long-term needs;</p> <p>c) avoiding development and land use patterns which may cause environmental or public health and safety concerns;</p> <p>d) avoiding development and land use patterns that would prevent the efficient expansion of settlement areas in those areas which are adjacent or close to settlement areas;</p> <p>e) promoting.....cost-effective development patterns and standards to minimize land consumption and servicing costs;</p> <p>f) improving accessibility for persons with disabilities and older persons by addressing land use barriers which restrict their full participation in society;</p> <p>h) promoting development and land use patterns that conserve biodiversity.</p>	<p>where people can live, work and play.</p> <p>The proposed development offers new housing.</p> <p>Smaller lots will make housing more affordable and attainable.</p> <p>There are no anticipated environmental or public health and safety concerns as the area is established.</p> <p>The development pattern does not require expansion of the settlement area as it is considered infilling and intensification.</p> <p>The proposed development will not change lotting or street patterns in the area.</p> <p>The Site has access to full municipal services and is close to existing local parks, places of worship, and schools.</p> <p>Accessibility of units will be addressed at the time of the building permit.</p> <p>Public service facilities are available, such as local schools.</p> <p>The development pattern is proposed to be an efficient use of the Site.</p>
1.1.2	Sufficient land shall be made available to accommodate an	The proposed development will help the City meet the full

PPS Policy #	Policy	Response
	<p>appropriate range and mix of land uses to meet projected needs for a time horizon of up to 25 years.</p> <p>Within settlement areas, sufficient land shall be made available through intensification and redevelopment and, if necessary, designated growth areas.</p>	<p>range of current and future residential needs through intensification.</p> <p>The Site will provide for residential infilling within an existing settlement area.</p>
1.1.3.1	Settlement areas shall be the focus of growth and development.	<p>The proposal enhances the vitality of the municipality, as it is within an existing settlement area.</p> <p>There will be no urban sprawl as the proposed development is within the existing built up area and is an ideal infilling opportunity.</p>
1.1.3.2	<p>Land use patterns within settlement areas shall be based on densities and a mix of land uses which:</p> <ul style="list-style-type: none"> a) efficiently use land and resources; b) are appropriate for, and efficiently use, the infrastructure and public service facilities which are planned or available, and avoid the need for their unjustified and/or uneconomical expansion; c) minimize negative impacts to air quality and climate 	<p>The Site will provide for new housing in an existing built up area.</p> <p>The total density of the proposed development is considered appropriate.</p> <p>The Site provides for an infilling opportunity, allowing a seamless integration between existing buildings.</p> <p>The Site offers an opportunity for intensification by creating new housing.</p> <p>The design and style of the proposed building will blend well with the scale and</p>

PPS Policy #	Policy	Response
	<p>change, and promote energy efficiency;</p> <p>d) prepare for the impacts of a changing climate;</p> <p>e) support active transportation;</p> <p>f) are transit-supportive, where transit is planned, exists or may be developed; and</p> <p>g) are freight-supportive.</p>	<p>massing of the existing surrounding neighbourhood.</p> <p>Residents will have immediate access to local amenities, shopping, employment, recreational areas, and institutional uses.</p> <p>Transit is available for the area.</p> <p>The Site is located close to major transportation corridors.</p>
1.1.3.3	<p>Planning authorities shall identify appropriate locations and promote opportunities for transit-supportive development, accommodating a significant supply and range of housing options through intensification and redevelopment where this can be accommodated taking into account existing building stock or areas, including brownfield sites, and the availability of suitable existing or planned infrastructure and public service facilities required to accommodate projected needs.</p>	<p>The proposed development is located on a Site that is physically suitable.</p> <p>The Site is flat, which is conducive to easy vehicular movements.</p> <p>The intensification can be accommodated for the proposed development as the Site is large enough.</p> <p>Parking will be provided on-site.</p>
1.1.3.4	<p>Appropriate development standards should be promoted which facilitate intensification, redevelopment and compact form, while avoiding or mitigating risks to public health and safety.</p>	<p>The proposed residential building will be built with a high standard of construction, allowing a seamless integration with the existing area.</p>

PPS Policy #	Policy	Response
		<p>There will be no risks to the public.</p> <p>The Site is outside of the ERCA regulated area.</p>
1.1.3.5	<p>Planning authorities shall establish and implement minimum targets for intensification and redevelopment within built-up areas, based on local conditions.</p>	<p>The City has established targets for intensification and redevelopment. The proposed development will assist in meeting those targets as the Site is located in an existing built up area.</p>
1.1.3.6	<p>New development taking place in designated growth areas should occur adjacent to the existing built-up area and should have a compact form, mix of uses and densities that allow for the efficient use of land, infrastructure and public service facilities.</p>	<p>The proposed development does have a compact built form.</p> <p>The proposed building size will allow for the efficient use of land, vehicle access, and infrastructure.</p>
1.4.1 - Housing	<p>To provide for an appropriate range and mix of housing options and densities required to meet projected requirements of current and future residents of the regional market area, planning authorities shall:</p> <p>a) maintain at all times the ability to accommodate residential growth for a minimum of 15 years through residential intensification and redevelopment and, if necessary, lands which are designated and available for residential development; and</p>	<p>The proposed development will provide for an infill and intensification opportunity in the existing built up area.</p> <p>Municipal services are available.</p>

PPS Policy #	Policy	Response
	b) maintain at all times where new development is to occur, land with servicing capacity sufficient to provide at least a three-year supply of residential units available through lands suitably zoned to facilitate residential intensification and redevelopment, and land in draft approved and registered plans.	
1.4.3	Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected market-based and affordable housing needs of current and future residents of the regional market area.	<p>The proposed density is compatible with the surrounding area.</p> <p>Smaller lots will make housing more affordable and attainable.</p> <p>The Site is close to local amenities.</p> <p>There is suitable infrastructure, including transit.</p>
1.6.1 - Infrastructure	Infrastructure and public service facilities shall be provided in an efficient manner that prepares for the impacts of a changing climate while accommodating projected needs.	<p>The development can proceed on full municipal services.</p> <p>Electrical distribution will be determined through detailed design.</p> <p>Access to public transit is available.</p>
1.6.6.2 - Sewage, Water and Stormwater	Municipal sewage services and municipal water services are the preferred form of servicing for settlement areas to support protection of the	The proposed development will be serviced by municipal sewer, water, and storm,

PPS Policy #	Policy	Response
	<p>environment and minimize potential risks to human health and safety. Within settlement areas with existing municipal sewage services and municipal water services, intensification and redevelopment shall be promoted wherever feasible to optimize the use of the services.</p>	<p>which is the preferred form of service for settlement areas.</p>
<p>1.6.6.7 - Stormwater</p>	<p>Planning for stormwater management shall:</p> <ul style="list-style-type: none"> a) be integrated with planning for sewage and water services and ensure that systems are optimized, feasible and financially viable over the long term; b) minimize, or, where possible, prevent increases in contaminant loads; c) minimize erosion and changes in water balance, and prepare for the impacts of a changing climate through the effective management of stormwater, including the use of green infrastructure; d) mitigate risks to human health, safety, property and the environment; e) maximize the extent and function of vegetative and pervious surfaces; and f) promote stormwater management best practices, 	<p>There will be no anticipated impacts on the municipal system, and it will not add to the capacity in a significant way.</p> <p>There will be no risk to health and safety.</p> <p>At this time, there are no streetlights; however, they can be installed in the future.</p>

PPS Policy #	Policy	Response
	including stormwater attenuation and re-use, water conservation and efficiency, and low impact development.	
1.6.7.1 - Transportation	Transportation systems should be provided which are safe, energy efficient, facilitate the movement of people and goods, and are appropriate to address projected needs.	<p>The Site is in close proximity to major transportation corridors and has access to transit.</p> <p>At this time, there are no sidewalks, however, they can be installed in the future.</p>
1.6.7.2	Efficient use should be made of existing and planned infrastructure, including through the use of transportation demand management strategies, where feasible.	The proposed development contributes to the City's requirements for development within an existing built up area.
1.6.7.4	A land use pattern, density and mix of uses should be promoted that minimize the length and number of vehicle trips and support current and future use of transit and active transportation.	<p>The proposed development contributes to the City's requirement for infilling and intensification within an existing settlement area.</p> <p>The proposed density, scale, and building height will blend with the existing land use pattern.</p> <p>The height of the proposed development is keeping in context with the surrounding area.</p>
2.1.1 - Natural Heritage	Natural features and areas shall be protected for the long term.	<p>There are no natural features that apply to this Site.</p> <p>A tree assessment will be conducted.</p>

PPS Policy #	Policy	Response
2.2.1 - Water	Planning authorities shall protect, improve or restore the quality and quantity of water.	There is no anticipated impact on water quality and quantity. The Site is outside the regulated area of ERCA.
2.6.1 - Heritage	Significant built heritage resources and significant cultural heritage landscapes shall be conserved.	There are no cultural heritage features that apply to this Site.
3.0 - Health and Safety	Development shall be directed away from areas of natural or human-made hazards where there is an unacceptable risk to public health or safety or of property damage, and not create new or aggravate existing hazards.	There are no natural or human-made hazards. The Site is outside the regulated area of ERCA.

Therefore, the proposed development is consistent with the PPS and the Province's vision for long-term prosperity and social well-being.

5.1.2 Official Plan

The City of Windsor Official Plan (OP) was adopted by Council on October 25, 1999, approved in part by the Ministry of Municipal Affairs and Housing (MMAH) on March 28, 2000, and the remainder approved by the Ontario Municipal Board (OMB) on November 1, 2002. Office consolidation version is dated September 7, 2012.

The OP implements the PPS and establishes a policy framework to guide land use planning decisions related to development and the provision of infrastructure and community services throughout the City.

The lands are designated "Residential" according to Schedule "D" Land Use attached to the OP for the City of Windsor (see Figure 3 –OP).

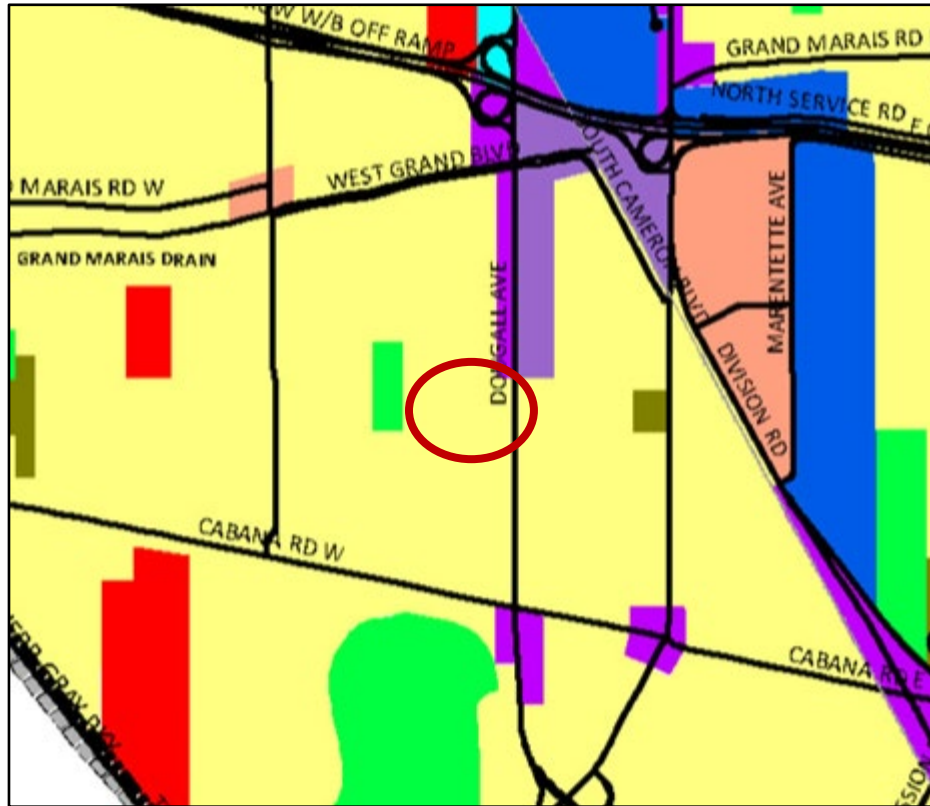


Figure 3 –OP

The following provides a summary of the key policy considerations of the OP as it relates to the proposed development.

OP Policy #	Policy	Response
3.1	The planning of Windsor's future is guided by the following vision taken from Dream Dare Do – The City of Windsor Community Strategic Plan.	<p>The proposed development will support the city's vision by providing residential space in an existing built-up area where citizens can live, work, and play.</p> <p>The proposed development will incorporate design features to protect, maintain and improve the quality of life for present and future generations by integrating the</p>

OP Policy #	Policy	Response
		principles of sustainability and place making.
3.2.1.2 – Growth Concept, Neighbourhood Housing Variety	Encouraging a range of housing types will ensure that people have an opportunity to live in their neighbourhoods as they pass through the various stages of their lives.	<p>The proposed development supports one of the City's overall development strategies of providing for a range of housing types.</p> <p>The Site will provide for new housing in an existing built up area.</p> <p>Smaller lots are more affordable and attainable.</p>
4.0 - Healthy Community	The implementing healthy community policies are interwoven throughout the remainder of the Plan, particularly within the Environment, Land Use, Infrastructure and Urban Design chapters, to ensure their consideration and application as a part of the planning process.	<p>The proposed development will support the City's goal of promoting a healthy community.</p> <p>The proposed development is close to nearby transit, employment, shopping, local/regional amenities and parks.</p>
6.0 - Preamble	A healthy and livable city is one in which people can enjoy a vibrant economy and a sustainable healthy environment in safe, caring and diverse neighbourhoods. In order to ensure that Windsor is such a city, Council will manage development through an approach which balances environmental, social and economic considerations.	The proposed development supports the policy set out in the OP as it is suited for the city's residential needs.
6.1 - Goals	In keeping with the Strategic Directions, Council's land use goals are to achieve:	The proposed development supports the goals set out in the OP as it provides for the intensification of residential offering new housing.

OP Policy #	Policy	Response
	<p>6.1.1 Safe, caring and diverse neighbourhoods.</p> <p>6.1.3 Housing suited to the needs of Windsor's residents.</p> <p>6.1.10 Pedestrian oriented clusters of residential, commercial, employment and institutional uses.</p>	<p>Care in the design of the proposed dwellings has taken into consideration the built form in the area.</p> <p>The Site provides for an infilling opportunity, allowing a transition between existing uses.</p>
6.1.14 – Residential Intensification	To direct residential intensification to those areas of the City where transportation, municipal services, community facilities and goods and services are readily available.	The Site has access to transportation, full municipal services and local amenities.
6.2.1.2 – General Policies, Type of Development Profile	<p>For the purpose of this Plan, Development Profile refers to the height of a building or structure. Accordingly, the following Development Profiles apply to all land use designations on Schedule D: Land Use unless specifically provided elsewhere in this Plan:</p> <p>(a) Low Profile developments are buildings or structures generally no greater than three (3) storeys in height;</p> <p>(b) Medium Profile developments are buildings or structures generally no greater than six (6) storeys in height; and</p> <p>(c) High Profile developments are buildings or structures generally no greater than fourteen (14) storeys in height.</p>	<p>The proposed development is considered a low profile development as it is proposed to have 2 storeys constructed on the Site.</p> <p>The proposed development is in keeping with the neighbouring heights and densities found in the area.</p>

OP Policy #	Policy	Response
6.3.1.1 – Range of Forms & Tenures	To support a complementary range of housing forms and tenures in all neighbourhoods	The proposed development will offer new housing, which will complement the existing neighbourhood.
6.3.1.2 - Neighbourhoods	To promote compact neighbourhoods which encourage a balanced transportation system.	<p>The proposed development takes advantage of the entire Site.</p> <p>The Site will have paved sidewalks connected to the parking area.</p> <p>Landscape and amenity space is provided.</p> <p>The Site has access to transit and is in close proximity to major transportation corridors.</p>
6.3.1.3 – Intensification, Infill & Redevelopment	To promote residential redevelopment, infill and intensification initiatives in locations in accordance with this plan.	<p>The proposed development is considered infill and intensification.</p> <p>The parcel of land is vacant and appropriate for development.</p>
6.3.2.1 – Permitted Uses	<p>Uses permitted in the Residential land use designation identified on Schedule D: Land Use include Low Profile, and Medium Profile dwelling units.</p> <p>High Profile Residential Buildings shall be directed to locate in the City Centre, Mixed Use Centres and Mixed Use Corridors.</p>	The proposed development is permitted in the OP as it is considered a low-profile development.
6.3.2.4 – Location Criteria	Residential intensification shall be directed to the Mixed Use Nodes and areas in proximity to those Nodes. Within these areas Medium	<p>The Site is located near major transportation corridors.</p> <p>Full services are available.</p>

OP Policy #	Policy	Response
	<p>Profile buildings, up 4 storeys in height shall be permitted. These taller buildings shall be designed to provide a transition in height and massing from low-profile areas.</p> <p>New residential development and intensification shall be located where:</p> <p>a) there is access to a collector or arterial road; b) full municipal physical services can be provided; c) adequate community services and open spaces are available or are planned; and d) public transportation service can be provided.</p>	<p>Local amenities are close by.</p> <p>The proposed development is located close to transit.</p>
6.3.2.5 – Evaluation of a Neighbourhood	<p>At the time of submission, the proponent shall demonstrate to the satisfaction of the Municipality that a proposed residential development within an area having a Neighbourhood development pattern is:</p> <p>(a) feasible having regard to the other provisions of this Plan, provincial legislation, policies and appropriate guidelines and support studies for uses:</p> <p>(i) within or adjacent to any area identified on Schedule C: Development Constraint Areas and described in the Environment chapter of this Plan;</p> <p>(ii) adjacent to sources of nuisance, such as noise, odour, vibration and dust;</p>	<p>This PRR has undertaken the required evaluation of provincial legislation.</p> <p>There are no development constraint areas that impact this Site.</p> <p>The Site will provide for new housing in an existing built up area.</p> <p>No anticipated traffic concerns.</p> <p>The proposed development will be strategically located to provide efficient ease of the proposed new access to the private driveways.</p> <p>The Site is capable of accommodating the proposed development in</p>

OP Policy #	Policy	Response
	<p>(iii) within a site of potential or known contamination;</p> <p>(iv) where traffic generation and distribution is a provincial or municipal concern; and</p> <p>(v) adjacent to heritage resources.</p> <p>(b) in keeping with the goals, objectives and policies of any secondary plan or guideline plan affecting the surrounding area;</p> <p>(c) in existing neighbourhoods, compatible with the surrounding area in terms of scale, massing, height, siting, orientation, setbacks, parking and amenity areas. In Mature Neighbourhoods as shown on Schedule A-1, compatible with the surrounding area, as noted above, and consistent with the streetscape, architectural style and materials, landscape character and setback between the buildings and streets;</p> <p>(e) capable of being provided with full municipal physical services and emergency services; and</p> <p>(f) facilitating a gradual transition from Low Profile residential development to Medium and/or High Profile development and vice versa, where appropriate, in accordance with Design Guidelines approved by Council.</p>	<p>terms of scale, massing, height and siting.</p> <p>Full municipal services can be provided.</p> <p>The setbacks and the design features incorporated into the proposed development provide for seamless integration between abutting uses.</p>
7.0 - Infrastructure	The provision of proper infrastructure provides a safe, healthy and efficient living	The proposed development is close to nearby transit, off a major transportation corridor

OP Policy #	Policy	Response
	<p>environment. In order to accommodate transportation and physical service needs in Windsor, Council is committed to ensuring that infrastructure is provided in a sustainable, orderly and coordinated fashion.</p>	<p>and has access to full municipal services.</p>
<p>8.7.2.3 – Built Form, Infill Development</p>	<p>Council will ensure that proposed development within an established neighbourhood is designed to function as an integral and complementary part of that area’s existing development pattern by having regard for:</p> <ul style="list-style-type: none"> (a) massing; (b) building height; (c) architectural proportion; (d) volumes of defined space; (e) lot size; (f) position relative to the road; (g) building area to site area ratios; (h) the pattern, scale and character of existing development; (i) exterior building appearance; and (j) Council adopted Design Guidelines that will assist in the design and review of applications for development in accordance with the policies noted above. (h) the pattern, scale and character of existing development; and (i) exterior building appearance, (j) Council adopted Design Guidelines that will assist in the design and review of applications for development 	<p>The Site provides for an infilling opportunity, allowing a seamless integration between uses.</p> <p>Massing – The proposed development fits well into this Site, contributing to the overall architectural blend in the area.</p> <p>Building height – the height of the proposed development is appropriate.</p> <p>Architectural proportion – The proposed development embraces the south Windsor area design standard.</p> <p>Volume of defined space – The proposed building maintains an active street frontage.</p> <p>Lot size – This design approach strengthens the continuity and cohesive identity of the lot.</p> <p>Building area – The design considerations of the proposed development demonstrate a balance between fitting into the existing context and adding a</p>

OP Policy #	Policy	Response
	in accordance with the policies noted above	<p>similar architectural contribution to the area.</p> <p>Pattern, scale and character – The Site is capable of accommodating the proposed development in terms of scale, massing, height and siting.</p> <p>Exterior building appearance – The proposed development takes inspiration from the surrounding area for the design aesthetic.</p>

Therefore, the proposed development will conform to the City of Windsor OP.

5.1.3 Zoning By-law

The City of Windsor Zoning By-Law (ZBL) #8600 was passed by Council on July 8, 2002, and then a further Ontario Municipal Board (OMB) decision was issued on January 14, 2003.

A ZBL implements the PPS and the City OP by regulating the specific use of property and provide for its day-to-day administration.

According to Map 8 attached to the ZBL the Site is currently zoned Residential District 1.4 (RD1.4) category (see Figure 4 – Zoning).



Figure 4 –Zoning

The zoning for the Site is proposed to be changed to a site specific Residential District 1.2 (RD1.2 - S.20(1)(XXX)) category as shown on Map 8 of the City of Windsor Zoning By-Law (ZBL) in order to permit a single detached dwelling.

A review of the RD1.2 zone provisions, as set out in Section 10.2.1 of the ZBL is as follows:

Zone Regulations	Required RD 1.2 Zone	Proposed	Compliance and/or Relief Requested with Justification
Permitted Uses	Existing Duplex Dwelling	One Single Unit Dwelling (one on each lot)	Complies

Zone Regulations	Required RD 1.2 Zone	Proposed	Compliance and/or Relief Requested with Justification
	Existing Semi-Detached Dwelling One Single Unit Dwelling Any use accessory to the preceding uses		
Min Lot Frontage	12.0 m	12.19 m	Complies
Min Lot Area	360.0 m ²	12.19 m x 34.62 m = 422.02 m ²	Complies
Max Lot Coverage	45.0 %	41.8 %	Complies
Max Building Height	9.0 m	6.0 m	Complies
Min Front Yard Depth	6.0 m	6.0 m	Complies
Min Rear Yard Depth	7.50 m	8.1 m From rear of porch	Complies
Min Side Yard	1.20 m	1.20 m	Complies
Max Gross Floor Area – main building	400 m	189.89 m ²	Complies
Garage 5.11.5	In any residential district, for a single unit dwelling , semi-detached dwelling, duplex dwelling or townhome dwelling, the maximum width of a carport or garage forming part of the main building shall not exceed 60.0 percent of the maximum permitted width of the main building on the lot.	68%	Relief required. An increase from 60 % to 68 % is requested. Relief is considered minor and will allow a 2 car garage to be constructed on each of the proposed single detached dwellings. Driveway widths will comply with the City regulations.

Zone Regulations	Required RD 1.2 Zone	Proposed	Compliance and/or Relief Requested with Justification
Parking Spaces Required (Table 24.20.20.5.1)	Single Detached Dwelling: 1 parking spaces required for each dwelling unit	2 per unit	Complies

Therefore, in addition to the change in zoning for the single detached dwellings, the proposed development will comply with all zone provisions set out in the RD1.2 Zone except for the following, which requires site specific relief:

1. *increase the garage width from the required maximum of 60.0% to the proposed 68.0%.*

6.0 SUMMARY AND CONCLUSION

6.1 Context and Site Suitability Summary

6.1.1 Site Suitability

The Site is ideally suited for residential development for the following reasons:

- The land area is sufficient to accommodate the proposed development,
- The Site is flat, which is conducive to easy vehicular movements,
- The Site will be able to accommodate municipal water, storm and sewer systems,
- There are no anticipated traffic concerns,
- There are no natural heritage concerns,
- There are no cultural heritage concerns,
- There are no hazards, and
- The location of the proposed development is appropriate.

6.1.2 Compatibility of Design

The proposed development has been designed to be compatible with the existing built up area.

The proposed development is a low-profile form of development that incorporates sufficient setbacks to allow for appropriate landscaping and buffering.

The Site is capable of accommodating the proposed development in terms of scale, massing, height and siting.

6.1.3 Good Planning

The proposal represents good planning as it addresses the need for the City to provide infilling, which contributes to new housing.

Residential use on the Site represents an efficient development pattern that optimizes the use of land.

The proposed development will not change lotting or street patterns in the area.

Smaller lots will make housing more affordable and attainable.

6.1.4 Natural Environment Impacts

The proposal does not have any negative natural environmental impacts.

6.1.5 Municipal Services Impacts

Full municipal services are available, which is the preferred form for development.

6.1.6 Social and/or Economic Conditions

The proposed development does not negatively affect the social environment as the Site is in close proximity to major transportation corridors, transit, open space and community amenities.

Infilling in an existing built-up area of the City contributes toward the goal of 'live, work and play' where citizens share a strong sense of belonging and a collective pride of place.

The proposal does not cause any public health and safety concerns. The proposal represents a cost effective development pattern that minimizes land consumption and servicing costs.

Based on the Site area, the proposed development will result in a total gross density, which is appropriate for the area.

There will be no urban sprawl as the proposed development is within the existing settlement area and is an ideal infilling opportunity.

There are no cultural heritage resources that impact the Site.

6.2 Conclusion

In summary, it would be appropriate for Council for the City of Windsor to approve the ZBA to permit the proposed development on the Site as it is appropriate for infilling and will offer residential in an area of mixed uses.

The Site will provide for new housing.

This PRR has shown that the proposed development is consistent with the PPS, conforms with the intent and purpose of the City of Windsor OP and represents good planning.

The report components for this PRR have set out the following, as required under the City of Windsor OP:

10.2.13.2 Where a Planning Rationale Report is required, such a study should:

- (a) Include a description of the proposal and the approvals required;*
- (b) Describe the site's previous development approval history;*
- (c) Describe major physical features or attributes of the site including current land uses(s) and surrounding land uses, built form and contextual considerations;*
- (d) Describe whether the proposal is consistent with the provincial policy statements issued under the Planning Act;*

- (e) Describe the way in which relevant Official Plan policies will be addressed, including both general policies and site-specific land use designations and policies;*
- (f) Describe whether the proposal addresses the Community Strategic Plan;*
- (g) Describe the suitability of the site and indicate reasons why the proposal is appropriate for this site and will function well to meet the needs of the intended future users;*
- (h) Provide an analysis of the compatibility of the design and massing of the proposed developments and land use designations;*
- (i) Provide an analysis and opinion as to why the proposal represents good planning, including the details of any methods that are used to mitigate potential negative impacts;*
- (j) Describe the impact on the natural environment;*
- (k) Describe the impact on municipal services;*
- (l) Describe how the proposal will affect the social and/or economic conditions using demographic information and current trends; and,*
- (m) Describe areas of compliance and non-compliance with the Zoning By-law.*

Planner's Certificate:

I hereby certify that this report was prepared by Tracey Pillon-Abbs, a Registered Professional Planner, within the meaning of the Ontario Professional Planners Institute Act, 1994.

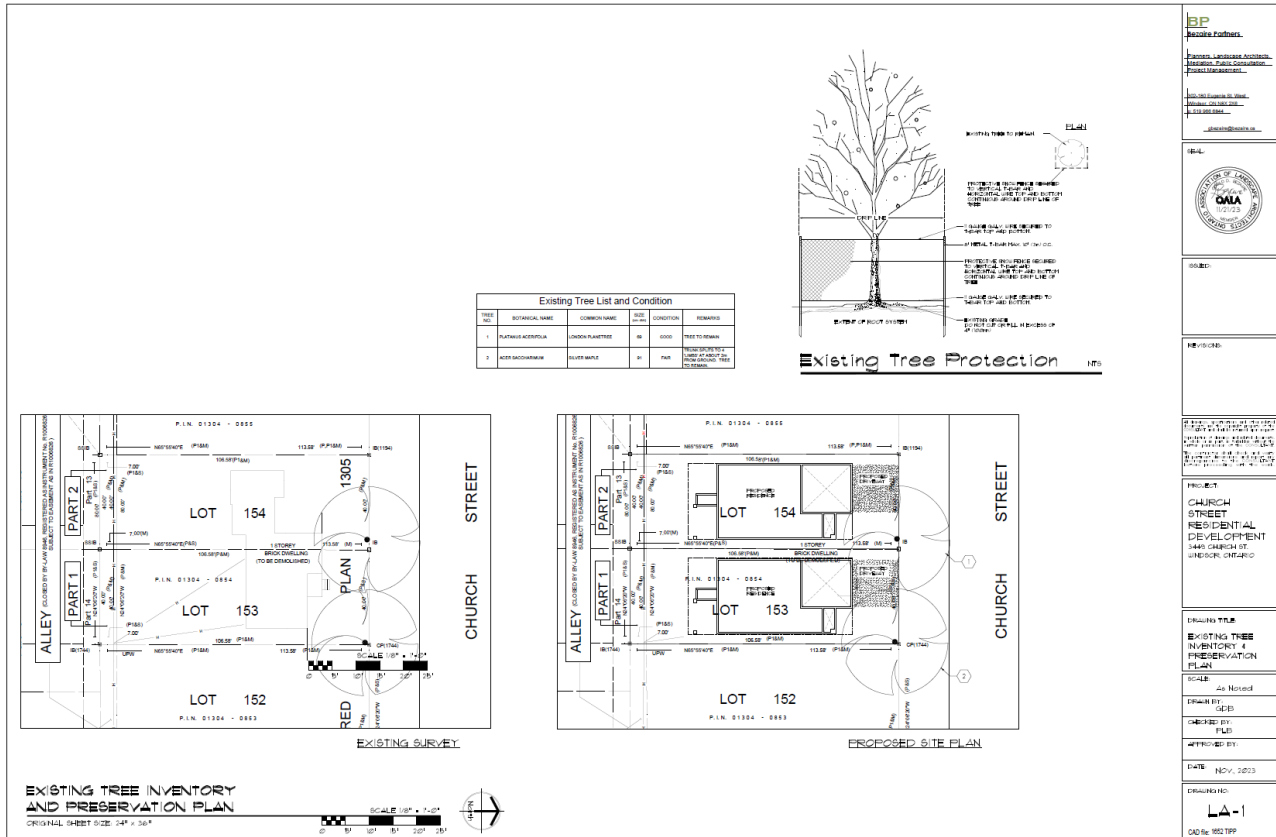


**Tracey Pillon-Abbs, RPP
Principal Planner**



APPENDIX "H"

Existing Tree Inventory and Preservation Plan



GP
George Fothergill

Project: Language Academy
 Location: Church Street
 Project Management: [Signature]

DATE: [Blank]

SCALE: [Blank]

PROJECT: CHURCH STREET RESIDENTIAL DEVELOPMENT
 1440 CHURCH ST
 UNDER CONTRACT

DRAWING TITLE: EXISTING TREE INVENTORY & PRESERVATION PLAN

SCALE: As Noted

DRAWN BY: [Blank]

CHECKED BY: [Blank]

APPROVED BY: [Blank]

DATE: NOV. 2023

CREATED BY: [Blank]

CAD FILE: 902.TPP



**Subject: Rezoning – Sital Garha – 1350 Pelletier Street - Z-031/23
ZNG/7158 - Ward 2**

Reference:

Date to Council: March 4, 2024
Author: Adam Szymczak, MCIP, RPP
Senior Planner - Development
519-255-6543 x 6250
aszymczak@citywindsor.ca
Planning & Building Services
Report Date: January 26, 2024
Clerk's File #: Z/14721

To: Mayor and Members of City Council

Recommendation:

THAT Zoning By-law 8600 **BE AMENDED** by changing the zoning of the westerly half of Part Lot 72, Concession 1 Sandwich West (PIN: 01206-0266; Roll No: 040-430-04150), situated on the north side of Pelletier Street, east of McKay Avenue, and known municipally as 1350 Pelletier Street, further identified as Parts 2 and 4 on the draft reference plan attached as Appendix A to Report S 14/2024, from Manufacturing District 2.13 (MD2.13) to Residential District 2.2 (RD2.2).

Executive Summary:

N/A

Background:

Application Information

Location: 1350 Pelletier Street (north side of Pelletier Street, east of McKay Avenue; Roll No: 040-430-04150)

Ward: 2 **Planning District:** River West **Zoning District Map:** 4

Applicant: Sital Garha

Owner: Same as Applicant

Agent: Pillon Abbs Inc., Tracey Pillon-Abbs, MCIP, RPP

Proposal: Construct a dwelling with four dwelling units with a building height of 9 m over two storeys and an unfinished basement. A total of 4 parking spaces are proposed in the rear yard with a driveway to Pelletier Street.

Submitted Materials: Attached to Report S 14/2024 as an Appendix:

- Appendix A – Draft Reference Plan
- Appendix B – Concept Plan
- Appendix C – Elevations
- Appendix D – Floor Plans
- Appendix E – Planning Rationale Report

Not attached to this report but available [online](#) or via [email](#):

Application Form Zoning By-law Amendment, Lot Grading Sketch, Noise Assessment Report, Reference Plan, Site Services Plan, Stormwater Checklist, Stormwater Management Report

All documents are available online via the Current Development Applications [page](#) (click on Z-031/23) or via email at aszymczak@citywindsor.ca

Site Information

OFFICIAL PLAN	ZONING	CURRENT USE	PREVIOUS USE
Residential	Manufacturing District 2.13 (MD2.13)	Combined Use Building	Unknown
LOT WIDTH	LOT DEPTH	LOT AREA	LOT SHAPE
43.71 m	32.92 m	1,438.9 m ²	Rectangular
143.42 ft	108.0 ft	15,489.3 sq. ft	
<i>All measurements are provided by the applicant and are approximate..</i>			

Neighbourhood:

Section 2.3 in the Planning Rationale Report (see Appendix E) contains site images.

Residential uses are located to the northwest, west and southwest, including three multiple dwellings to the south. Industrial and rail uses are located to the north, east and southeast. There are several schools and parks nearby. The nearest library is Bridgeview Public Library, about 400 m to the west.

Pelletier Street and McKay Avenue are classified as a Local Road. Tecumseh Road West is Class II Arterial Road per Schedule F: Roads and Bikeways and a Proposed Recreationway per Schedule B: Greenway System.

Public Transit is available on Central 3 bus route. The closest bus stop is located at the Tecumseh Road West and McKay approximately 240 m to the southwest. The 2019 Transit Master Plan proposes to maintain this level of services.

Sanitary and storm sewers are available to service the subject lands.

Figure 1: Key Map



KEY MAP - Z-031/23, ZNG/7158



● SUBJECT LANDS

Figure 2: Subject Parcel - Rezoning



PART OF ZONING DISTRICT MAPS 4

N.T.S.

REQUESTED ZONING AMENDMENT

Applicant: Sital Garha



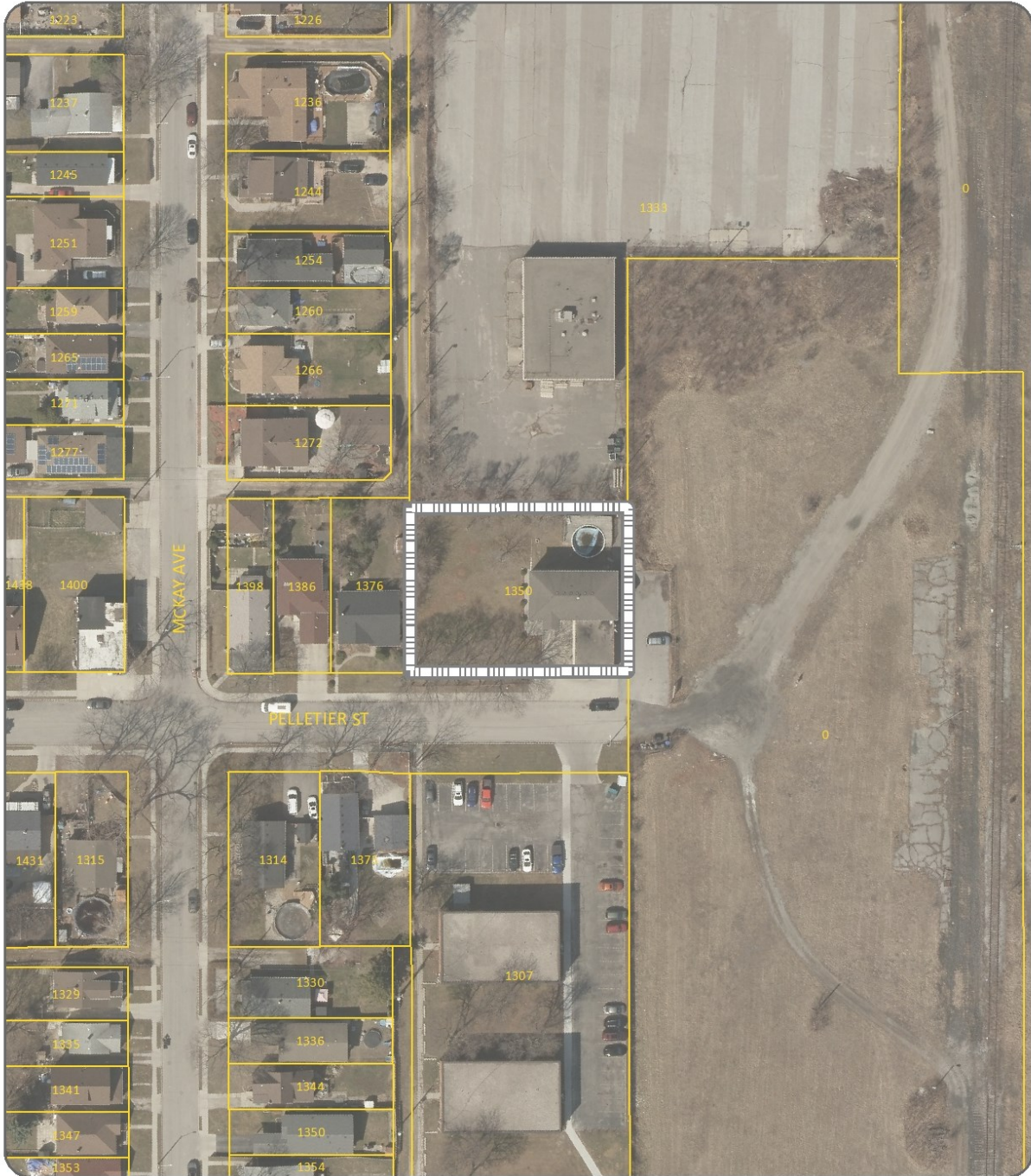
SUBJECT LANDS

PLANNING & BUILDING DEPARTMENT



DATE : DECEMBER, 2023
FILE NO. : Z-031/23, ZNG/7158

Figure 3: Neighborhood Map



NEIGHBOURHOOD MAP - Z-031/23, ZNG/7158



SUBJECT LANDS

Discussion:

Noise Assessment Report (Akoustik Engineering Limited - 26 October 2023)

The Noise Assessment Report (NAR) concludes that *“predicted noise levels did not exceed the limits set by the Ontario Ministry of the Environment, Conservation and Parks. It was also concluded from evaluation of the on-site measured noise levels that there are no hourly or impulsive noise levels from the CP rail yard operations that exceed the MECP limits at the proposed development.”*

Planning Rationale Report (Pillon Abbs Inc. - 8 December 2023)

The Planning Rationale Report (PRR) - see Appendix E to Report S 14/2024 - states that the site is ideally suited for residential development as there is sufficient land to accommodate the development and the site can accommodate municipal water, storm and sanitary infrastructure. The proposed development is compatible with the existing area, and represents an *“efficient development pattern that optimizes the use of land”*.

The PRR concludes that the proposed development *“will offer a new housing choice in an existing neighbourhood”*, is an appropriate form of infilling, and *“is consistent with the PPS, conforms with the intent and purpose of the OP and ZBL and represents good planning.”* The Planning Department generally concurs with the PRR.

Stormwater Management Report (Haddad Morgan & Associates Ltd – 8 Dec 2023)

The Stormwater Management Report (SMR) concludes that the *“minor system and major system proposed for this site will be able to accommodate the proposed development to the site. Moreover, based on the design and analysis provided herein, storm water management strategies will be employed to ensure no excess release from the site.”*

Provincial Policy Statement (PPS) 2020:

The PPS provides direction on matters of provincial interest related to land use planning and development and sets the policy foundation for regulating the development and use of land in Ontario.

Policy 1.1.1 of the PPS states:

“Healthy, liveable and safe communities are sustained by:

- a) promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term;*
- b) accommodating an appropriate affordable and market-based range and mix of residential types (including single-detached, additional residential units, multi-unit housing, affordable housing and housing for older persons), employment (including industrial and commercial), institutional (including places of worship, cemeteries and long-term care homes), recreation, park and open space, and other uses to meet long-term needs;*
- e) promoting the integration of land use planning, growth management, transit-supportive development, intensification and infrastructure planning to achieve cost-effective development patterns, optimization of transit investments, and standards to minimize land consumption and servicing costs;”*

The proposed dwelling with four dwelling units represents an efficient development and land use pattern that will have no adverse impact on the financial well-being of the City of Windsor, land consumption, and servicing costs, accommodates an appropriate range of residential uses, and optimizes investments in transit and infrastructure. The requested zoning amendment is consistent with Policy 1.1.1 of the PPS.

Policy 1.1.3.1 states *“Settlement areas shall be the focus of growth and development”* and Policy 1.1.3.2 of the PPS states:

“Land use patterns within settlement areas shall be based on densities and a mix of land uses which:

- a) efficiently use land and resources;*
- b) are appropriate for, and efficiently use, the infrastructure and public service facilities which are planned or available, and avoid the need for their unjustified and/or uneconomical expansion;*
- e) support active transportation;*
- f) are transit-supportive, where transit is planned, exists or may be developed;”*

The lot is located within the settlement area. The zoning amendment promotes a land use – a dwelling with four dwelling units - that makes efficient use of land and existing infrastructure. Active transportation options and transit services are or will be located near the parcel. The zoning amendment is consistent with Policies 1.1.3.1 and 1.1.3.2.

The proposed amendment to Zoning By-law 8600 is consistent with the PPS. The Planning Department generally concurs with the PPS analysis in section 5.1.1 of the Planning Rationale Report.

Official Plan:

The subject property is located within the River West Planning District and is designated Residential on Schedule D: Land Use of the City of Windsor Official Plan.

Objective 6.3.1.1 supports a complementary range of housing forms and tenures in all neighbourhoods. Objective 6.3.1.2 seeks to promote compact neighbourhoods and balanced transportation systems. Objective 6.3.1.3 seeks to promote selective residential redevelopment, infill and intensification initiatives. The proposed dwelling with four dwelling units represents a complementary and compact form of housing, redevelopment, and intensification that is near sources of transportation. The zoning amendment satisfies the objectives set out in Section 6.3.1 of the Official Plan.

The proposed dwelling is classified as a small-scale Low Profile housing development under Section 6.3.2.3 (a) and is compatible with the surrounding land uses (Section 6.3.2.5 (c)). No deficiencies in municipal physical and emergency services have been identified (Section 6.3.2.5 (e)). The zoning amendment conforms to the policies in Sections 6.3.2 of the Official Plan.

The zoning amendment conforms to the Zoning Amendment Policies in Section 11.6.3 of the Official Plan. The proposed amendment to Zoning By-law 8600 conforms to the general policy direction of the Official Plan. The Planning Department generally concurs with the Official Plan analysis in section 5.1.2 of the Planning Rationale Report submitted by the Applicant.

Zoning By-Law:

The parcel is zoned Manufacturing District 2.13 (MD2.13) which permits a limited range of industrial and railway uses.

The applicant is requesting to amend the zoning of the westerly half of the parcel from MD2.13 to Residential District 2.2 (RD2.2) to allow the construction of one dwelling with four dwelling units (multiple dwelling with four dwelling units or a double-duplex dwelling) with a building height of 9 m over two storeys and an unfinished basement. Any reference to storey identifies the number of floors at and above grade in a building. Storey is not a measurement of building height and the number of storeys is subject to change.

A total of four parking spaces are required and are shown at the rear of the proposed dwelling on the Concept Plan (see Appendix B). The parking spaces will have direct access to Pelletier Street via a driveway.

The proposed development complies with the provisions of Zoning By-law 8600 and does not require any site specific exceptions.

The easterly half (Parts 1 and 3 on the draft reference plan - see Appendix A to this report) of the parcel will remain zoned MD2.13. The existing combined use building consists on one dwelling unit and a restaurant and is a legal non-conforming use. Parking for the restaurant is provided on land leased from the Detroit River Tunnel Company. No changes to the existing combined use building or the leased parking area are proposed.

Site Plan Control:

The development as proposed is not subject to Site Plan Control.

Risk Analysis:

N/A

Climate Change Risks

Climate Change Mitigation:

In general, residential intensification minimizes the impact on community greenhouse gas emissions as these developments create complete communities and neighbourhoods while using available infrastructure such as sewers, sidewalks, and public transit.

Climate Change Adaptation:

The proposed construction of a new dwelling provides an opportunity to increase resiliency for the development and surrounding area.

Financial Matters:

N/A

Consultations:

Comments received from municipal departments and external agencies are attached as Appendix F. Statutory notice as required by the Planning Act was advertised in the Windsor Star, a local daily newspaper. A courtesy notice was mailed to property owners and tenants within 120m of the subject lands.

Conclusion:

The *Planning Act* requires that a decision of Council in respect of the exercise of any authority that affects a planning matter, “*shall be consistent with*” Provincial Policy Statement 2020. The zoning amendment has been evaluated for consistency with the Provincial Policy Statement 2020 and conformity with the City of Windsor Official Plan.

Based on the supporting documents submitted by the Applicant and the analysis in this report, it is my opinion that the requested amendment to Zoning By-law is consistent with the PPS 2020 and is in conformity with the City of Windsor Official Plan.

The proposed amendment permits a use, a dwelling containing four dwelling units, which is compatible with existing and permitted uses in the surrounding neighbourhood. The proposed development represents an incremental increase in density and provides an opportunity for the construction of modern and safe housing stock.

The recommendation to amend Zoning By-law 8600 constitutes good planning. Staff recommend approval.

Planning Act Matters:

I concur with the above comments and opinion of the Registered Professional Planner.

Greg Atkinson, MCIP, RPP
Deputy City Planner - Development

Thom Hunt, MCIP, RPP
City Planner

I am not a registered Planner and have reviewed as a Corporate Team Leader

JP

JM

Approvals:

Name	Title
Greg Atkinson	Deputy City Planner - Development
Thom Hunt	City Planner
Aaron Farough	Senior Legal Counsel
Wira Vendrasco	City Solicitor (A)
Jelena Payne	Commissioner, Economic Development
Ray Mensour for Joe Mancina	Chief Administrative Officer

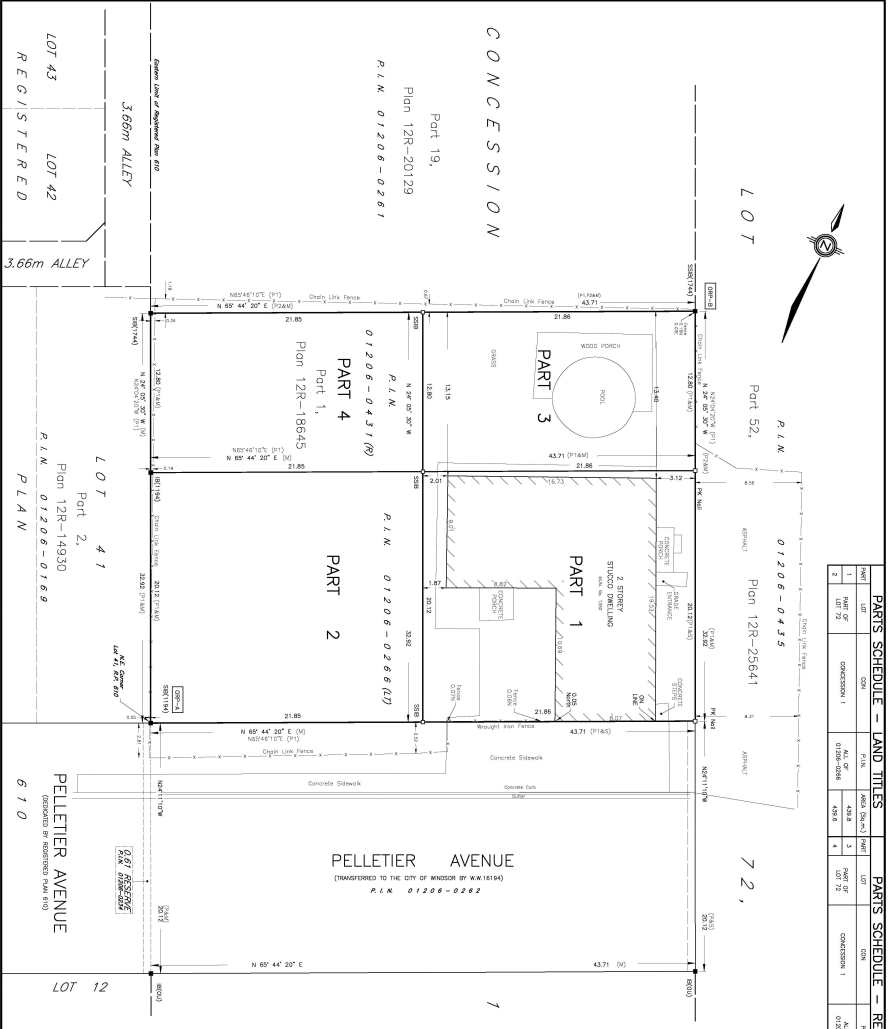
Notifications:

Name	Address	Email
Sital Garha (Applicant)		
Pillon Abbs Inc. Attn: Tracey Pillon-Abbs	23699 Prince Albert Road Chatham, ON N7M 5J7	
Councillor Costante (Ward 2)		
Property owners and tenants within 120 m of the subject lands		

Appendices:

- 1 Appendix A - Draft Reference Plan
- 2 Appendix B - Concept Site Plan
- 3 Appendix C - Elevations
- 4 Appendix D - Floor Plans
- 5 Appendix E - Planning Rationale Report
- 6 Appendix F - Comments

PARTS SCHEDULE - LAND TITLES		PARTS SCHEDULE - REGISTRY	
NO.	DESCRIPTION	PLAN	NO.
1	LOT 12	PLAN 12R-14930	1
2	LOT 2	PLAN 12R-14930	2
3	LOT 3	PLAN 12R-14930	3
4	LOT 4	PLAN 12R-14930	4
5	LOT 5	PLAN 12R-14930	5
6	LOT 6	PLAN 12R-14930	6
7	LOT 7	PLAN 12R-14930	7
8	LOT 8	PLAN 12R-14930	8
9	LOT 9	PLAN 12R-14930	9
10	LOT 10	PLAN 12R-14930	10
11	LOT 11	PLAN 12R-14930	11
12	LOT 12	PLAN 12R-14930	12



PLAN 12R-14930
 RECORDING OF THIS PLAN AND RECORDING OF THE PARTS SCHEDULES IS REQUIRED BY SECTION 11(2) OF THE REGISTRY ACT AND BY SECTION 42(1) OF THE LAND TITLES ACT.

DATE: _____

PREPARED BY: _____
 REGISTERED PROFESSIONAL LAND SURVEYOR

DATE: _____

REVISIONS: _____
 REGISTERED PROFESSIONAL LAND SURVEYOR

PLAN OF SURVEY
PART OF LOT 72,
CONCESSION 1
OF THE CITY OF WINDSOR
IN THE COUNTY OF ESSEX, ONTARIO

SCALE = 1:150

METRIC
 DISTANCE MEASUREMENTS SHALL BE MADE IN METERS AND DECIMALS THEREOF.

LEGEND AND NOTES

1. THE SURVEY IS BASED ON THE DATA PROVIDED BY THE CLIENT AND THE SURVEYOR HAS CONDUCTED A VISUAL CHECK OF THE DATA FOR APPROPRIATE CONFORMANCE WITH THE SURVEY ACT AND REGULATIONS.

2. THE SURVEY HAS BEEN CONDUCTED ON THE 29th DAY OF MARCH 2024.

3. THE SURVEYOR HAS CONDUCTED A VISUAL CHECK OF THE DATA FOR APPROPRIATE CONFORMANCE WITH THE SURVEY ACT AND REGULATIONS.

4. THE SURVEYOR HAS CONDUCTED A VISUAL CHECK OF THE DATA FOR APPROPRIATE CONFORMANCE WITH THE SURVEY ACT AND REGULATIONS.

5. THE SURVEYOR HAS CONDUCTED A VISUAL CHECK OF THE DATA FOR APPROPRIATE CONFORMANCE WITH THE SURVEY ACT AND REGULATIONS.

6. THE SURVEYOR HAS CONDUCTED A VISUAL CHECK OF THE DATA FOR APPROPRIATE CONFORMANCE WITH THE SURVEY ACT AND REGULATIONS.

7. THE SURVEYOR HAS CONDUCTED A VISUAL CHECK OF THE DATA FOR APPROPRIATE CONFORMANCE WITH THE SURVEY ACT AND REGULATIONS.

8. THE SURVEYOR HAS CONDUCTED A VISUAL CHECK OF THE DATA FOR APPROPRIATE CONFORMANCE WITH THE SURVEY ACT AND REGULATIONS.

9. THE SURVEYOR HAS CONDUCTED A VISUAL CHECK OF THE DATA FOR APPROPRIATE CONFORMANCE WITH THE SURVEY ACT AND REGULATIONS.

10. THE SURVEYOR HAS CONDUCTED A VISUAL CHECK OF THE DATA FOR APPROPRIATE CONFORMANCE WITH THE SURVEY ACT AND REGULATIONS.

INTEGRATION DATA

CONDUCTED BY: _____
 REGISTERED PROFESSIONAL LAND SURVEYOR

DATE: _____

CONDUCTED BY: _____
 REGISTERED PROFESSIONAL LAND SURVEYOR

DATE: _____

CONDUCTED BY: _____
 REGISTERED PROFESSIONAL LAND SURVEYOR

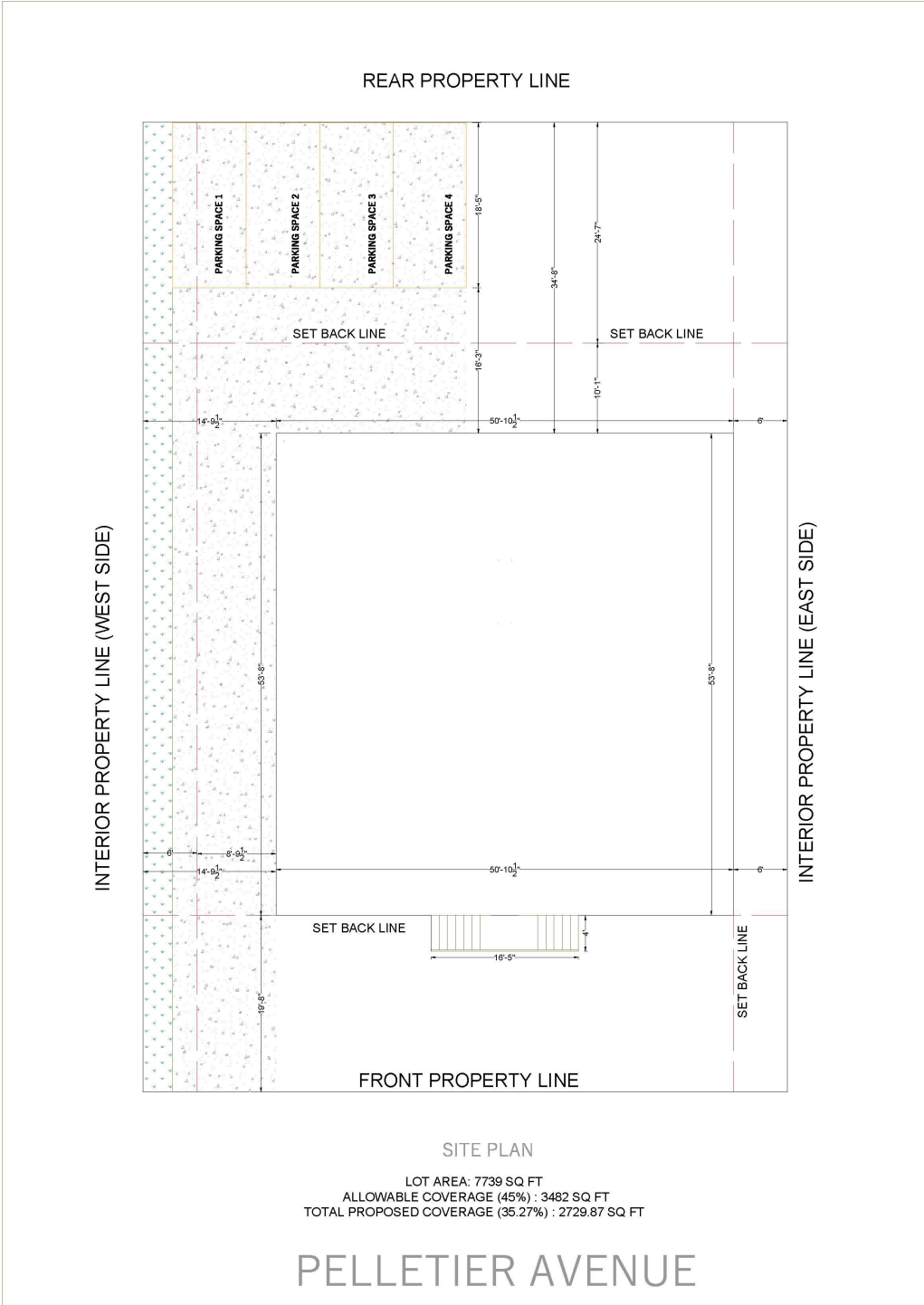
DATE: _____

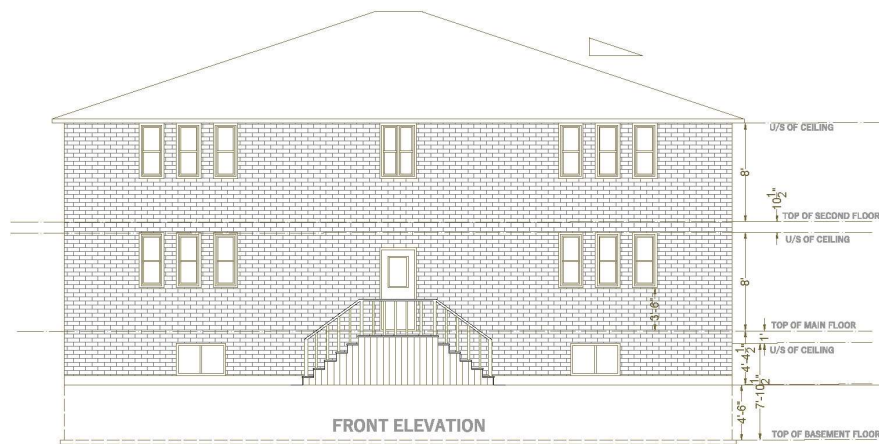
VERHAEGEN
 PROFESSIONAL LAND SURVEYORS
 400 GERRARD STREET EAST, SUITE 200
 WINDSOR, ONTARIO N9A 4V5
 TEL: 519-253-7777 FAX: 519-253-7778
 www.verhaegen.com

DATE: _____

CONDUCTED BY: _____
 REGISTERED PROFESSIONAL LAND SURVEYOR

DATE: _____





FRONT ELEVATION



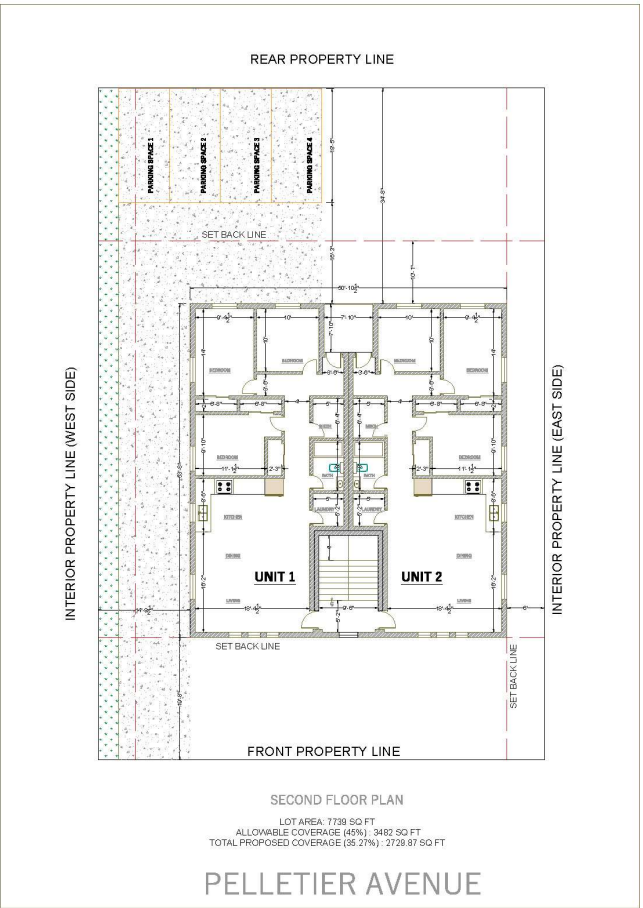
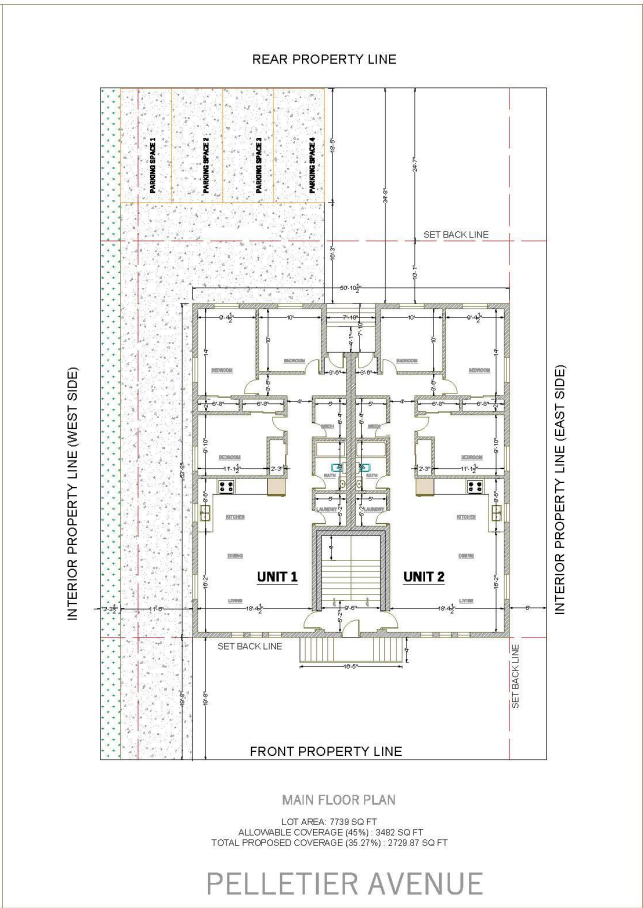
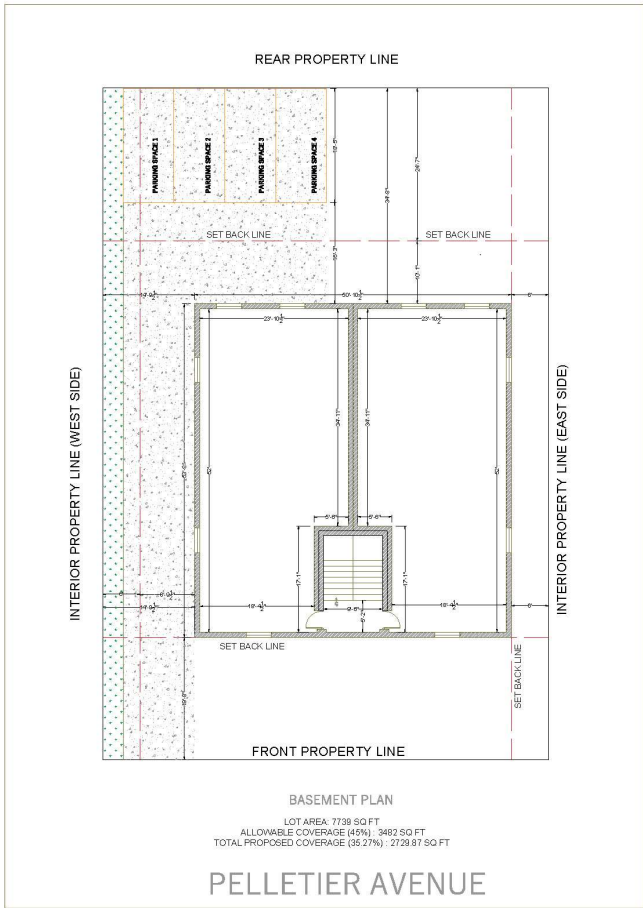
WEST SIDE ELEVATION



REAR ELEVATION



EAST SIDE ELEVATION



PLANNING RATIONALE REPORT

ZONING BY-LAW AMENDMENT PROPOSED RESIDENTIAL DEVELOPMENT

**1350 Pelletier Street
Windsor, Ontario**

December 8, 2023

Prepared by:



Tracey Pillon-Abbs, RPP
Principal Planner
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Chatham, ON N7M 5J7
226-340-1232
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1.0 INTRODUCTION

I have been retained by Sital Singh Garha (herein the "Applicant") to provide a land use Planning Rationale Report (PRR) in support of a proposed development located at 1350 Pelletier Street (herein the "Site") in the City of Windsor, Province of Ontario.

The Site is currently one parcel of land in Ward 2, in the Riverwest Planning District and is used for residential and commercial with an existing single detached dwelling and attached restaurant.

It is proposed to sever the Site and construct a new multiple dwelling with four (4) residential dwelling units with associated parking.

The tenure of the dwelling units is proposed to be rentals.

The Site has access to full municipal services.

An application for a Zoning By-law Amendment (ZBA) is required in order to permit the proposed use.

Once the ZBA has been approved, the Applicant will proceed with Consent (CON) approval in order to sever the land.

A building permit will also be required prior to any construction or site alterations.

Pre-consultation (Stage 1) was completed by the Applicant (City File #PS-028/23) in order to confirm the required applications and support studies. Comments dated July 24, 2023, were received and have been incorporated into this PRR.

Pre-submission (Stage 2) was completed by the Applicant (City File #PS-051/23) in order to obtain comment from the City on the submission.

The purpose of this report is to review the relevant land use documents, including the Provincial Policy Statement 2020 (PPS), the City of Windsor Official Plan (OP) and the City of Windsor Zoning By-law (ZBL).

This PRR will show that the proposed development is suitable for residential use, is consistent with the PPS, conforms to the intent and purpose of the OP and ZBL and represents good planning.

2.0 SITE AND SURROUNDING LAND USES

2.1 Description of Site and Ownership

The Site has been owned by Sital Singh Garha since 2021 and is made up of one (1) rectangularly shaped parcel of land located on the north side of Pelletier Street, east of McKay Avenue (see the area in blue on Figure 1a – Site Location).

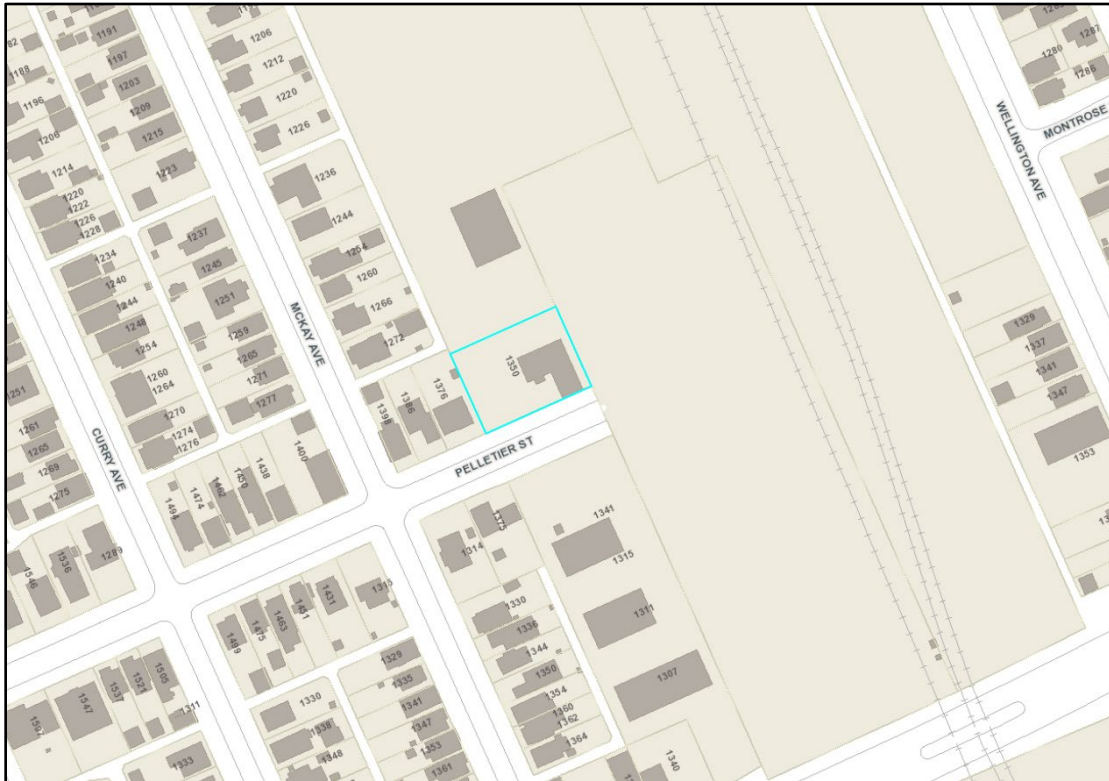


Figure 1a – Site Location (Source: City of Windsor GIS)

The Site is locally known as 1350 Pelletier Street and is legally described as Part Lot 72, Concession 1, Sandwich West, as in R288931; WINDSOR (ARN 37-39-040-430-04150-0000).

2.2 Physical Features of the Site

2.2.1 Size and Site Dimension

The entire Site consists of a total area of 1,438.9 m², with a lot width of 43.71 m along Pelletier Avenue and a lot depth of 32.92 m.

2.2.2 Existing Structures and Previous Use

The Site is currently used for residential and commercial with and existing single detached dwelling and attached restaurant (see Figure 1b – Site Street View).



Figure 1b – Site Street View (Source: Pillon Abbs Inc.)

The previous use of the Site, prior to residential, is unknown.

2.2.3 Vegetation

The Site has an open grassed area and landscaping.

There are some mature trees located on the Site.

2.2.4 Topography, Drainage and Soil

The Site is flat and is outside the regulated area of the Essex Region Conservation Authority (ERCA).

The Site is part of the Windsor Area Drainage.

The Site is not impacted by Source Water Protection.

The soil of the Site is made up of Brookstone Clay Loam (Bcl).

2.2.5 Other Physical Features

There is no driveway on the Site.

Parking is located to the east of the Site on an abutting parcel of land with a parking agreement with the Detroit River Tunnel Partnership.

There is fencing along a portion of the Site.

2.2.6 Municipal Services

The property has access to municipal water, storm and sanitary services.

Pelletier Street is a east/west local residential road. There is on-site parking on one side of the roadway.

There are streetlights and sidewalks along Pelletier Street.

The closest fire hydrant is located in front of the Site.

The Site has access to transit with the closest bus stop located along Tecumseh Road West at Curry Avenue, Stop ID: 1410 (Bus #3).

The Site is in close proximity to major transportation corridors, including Tecumseh Road West and Huron Church Road.

2.2.7 Nearby Amenities

There are several schools nearby, including West Gate Public School, Westview Freedom Academy and École Élémentaire Catholique Saint-Edmond.

There are many parks and recreation opportunities in close proximity to the Site, including Bridgeview Park, Superior Park, Wilson Park and Girardot Park.

The nearest library is Bridgeview Public Library.

There is nearby shopping in the form of plazas and malls, as well as employment, places of worship and local amenities.

2.3 Surrounding Land Uses

Overall, the Site is located in an existing settlement area in Ward 2 and within the Riverwest Planning District.

The surrounding area consists of residential uses with a mix of housing densities as well as industrial uses.

A site visit was undertaken on August 19, 2023. Photos were taken by Pillon Abbs Inc.

North – The lands directly north of the Site are used for industrial (Verspeeten Cartage) with access from College Ave (see Photo 1 - North).



Photo 1 – North

South – The lands directly south of the Site are used for residential with a multiple dwelling (The Sonnet Apartments) with access from Pelletier St (see Photo 2 - South).



Photo 2 – South

1350 Pelletier Street, Windsor, Ontario

7

East – The lands directly west of the Site are vacant (see Photo 3 - East).



Photo 3 – East

West – The lands directly west of the Site are used for low profile residential with access from Pelletier St (see Photo 4 - West).



Photo 4 – West

3.0 PROPOSAL AND CONSULTATION

3.1 Development Proposal

It is proposed to develop the Site for residential.

The existing single detached dwelling with attached commercial will remain.

It is proposed to sever the Site and construct a new multiple dwelling with four residential dwelling units with associated parking.

The tenure of the dwelling units is proposed to be rentals.

A Concept Plan for the severed parcel of land has been prepared to illustrate how the proposed dwelling could be located on the Site (see Figure 2a – Concept Plan).

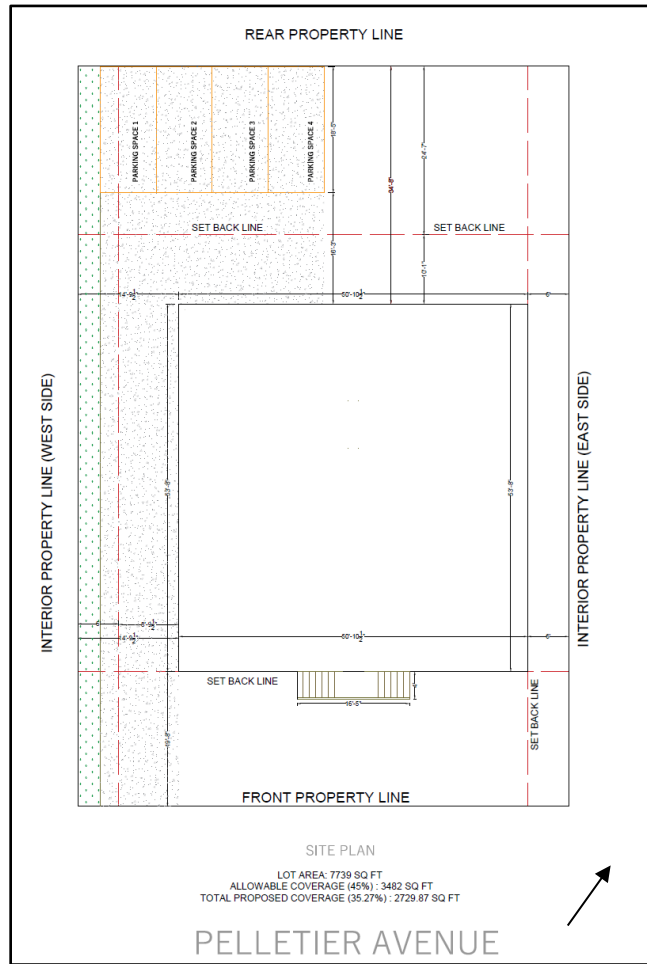


Figure 2a – Concept Plan

The concept plan for the severed parcel is a preliminary proposal.

A Draft Reference Plan has been prepared to illustrate how the proposed lots will be severed (see Figure 2b – Draft Reference Plan).

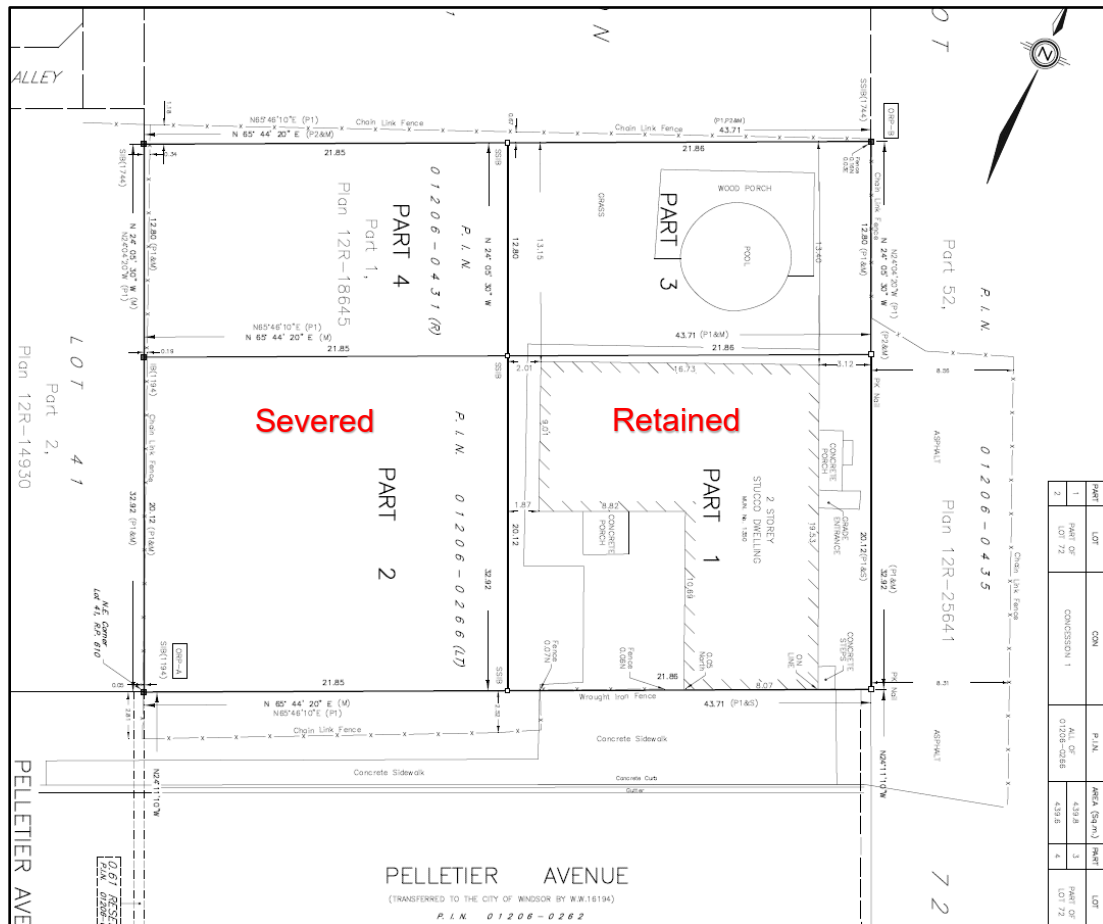


Figure 2b – Draft Reference Plan

The reference plan is a draft and will be finalized at the time of the consent approval.

The proposed severed parcel (Parts 2 and 4) will have a total area of 719.3 m², frontage of 21.85 m along Pelletier Avenue and a depth of 32.92 m.

The proposed retained parcel (Parts 1 and 3) will have a total area of 719.6 m², frontage of 21.86 m along Pelletier Avenue and a depth of 32.92 m.

The proposed multiple dwelling will face Pelletier Street and will be 9.0 m in height, maximum (2 storeys).

Conceptual elevations have been prepared to illustrate how the building could be designed (see Figure 2c – Elevations).



Figure 2c - Elevations

The elevations are preliminary.

The building will have a front porch and a rear entrance.

The total building area is proposed to be approximately 253.61 m² in size.

Based on the size of the Site (0.0719 ha), and a total of 4 residential dwelling units proposed, the gross density will be 55.63 units per hectare (uph).

The proposed multiple dwelling will have 2 units on each floor with an unfinished basement.

Dwelling units will be constructed with 2-3 bedrooms each.

Amenity space is proposed on-site.

Professional landscaping will be provided, including a buffer strip along the west side of the Site.

Garbage and recycling pick-up will be curbside.

Parking will be located in the rear of the building. A total of 4 parking spaces are proposed.

Access to the parking area will be from Pelletier Street along the west side of the proposed dwelling.

Electric Vehicle (EV) charging stations may be installed.

3.2 Public Consultation Strategy

In addition to the statutory public meeting, the *Planning Act* requires that the Applicant submit a proposed strategy for public consultation with respect to an application as part of the complete application requirements.

No informal public open house is proposed.

4.0 APPLICATIONS AND STUDIES

Pre-consultation (Stage 1) was completed by the Applicant (City File #PS-028/23) in order to confirm the required applications and support studies. Comments dated July 24, 2023, were received and have been incorporated into this PRR.

Pre-submission (Stage 2) was completed by the Applicant (City File #PS-051/23) in order to obtain comment from the City on the submission.

The following explains the purpose of the application and other required approvals as well as a summary of the required support studies.

4.1 Zoning By-Law Amendment

A site specific Zoning By-law Amendment (ZBA) is required to permit the proposed development.

The current zoning for the Site is Manufacturing District 2.13 (MD2.13) category, as shown on Map 4 of the City of Windsor Zoning By-Law (ZBL).

It is proposed to change the zoning category of the severed parcel (parts 2 and 4 on the draft reference plan) to a site specific Residential District 2.2 (RD2.2) zone category in order to permit the proposed multiple dwelling with a maximum of four dwelling units.

The proposed development will comply with all zone provisions set out in the RD2.2 Zone, and no site specific relief will be required.

It is proposed to keep the zoning category of the retained lands (parts 1 and 3 on the draft reference plan) in the current Manufacturing District 2.13 (MD2.13) zone category, as the existing uses will not change.

The proposed development will comply with all zone provisions set out in the MD2.13 Zone, and no site specific relief will be required.

The ZBA is detailed, and the justification is set out in Section 5.1.3 of this PRR.

4.2 Other Application

Once the ZBA has been approved, the Applicant will proceed with Consent (CON) approval in order to sever the land.

A building permit will also be required prior to any construction or site alterations.

4.3 Supporting Studies

The following studies have been prepared to support the application.

4.3.1 Noise Study

A Noise Study was prepared by akoustik engineering limited, dated October 26, 2023.

The purpose of the report was to assess the adjacent noise associated with the rail corridor and rail yard.

A study concluded that noise levels did not exceed the limits set by the Ministry. It was also concluded from the evaluation of the on-site measured noise levels that there are no hourly or impulsive noise levels from the CP rail yard operations that exceed limits at the proposed development.

It is recommended that a rail warning clause is implemented in all development agreements, offers to purchase, and agreements of purchase, sale or lease of each dwelling unit.

4.3.2 Storm

A Stormwater Management Report (SWM) was prepared by Haddad Morgan & Associates Ltd., Consulting Engineers, dated October 3, 2023, and further revised on December 8, 2023.

The purpose of the report was to provide the proposed storm servicing and stormwater management for the proposed development.

The report included requirements in accordance with the stormwater management guidelines set out in the Windsor/Essex Region Stormwater Management Standards Manual.

A study concluded that the minor system and major system proposed for this Site will be able to accommodate the proposed development of the Site.

Moreover, based on the design and analysis provided herein, stormwater management strategies will be employed to ensure no excess release from the Site.

5.0 PLANNING ANALYSIS

5.1 Policy and Regulatory Overview

5.1.1 Provincial Policy Statement

The Provincial Policy Statement, 2020 (PPS) provides policy direction on matters of provincial interest related to land use planning and development providing for appropriate development while protecting resources of provincial interest, public health and safety, and the quality of the natural and built environments.

The PPS is issued under Section 3 of the Planning Act and came into effect on May 1, 2020. It applies to all land use planning matters considered after this date.

The PPS supports improved land use planning and management, which contributes to a more effective and efficient land use planning system.

The Site is within an existing “Settlement Area” as set out in the PPS.

The following provides a summary of the key policy considerations of the PPS as it relates to the proposed development.

PPS Policy #	Policy	Response
1.0Ontario's long-term prosperity, environmental health and social well-being depend on wisely managing change and promoting efficient land use and development patterns.....	Windsor has directed growth where the Site is located, which will contribute positively to promoting efficient land use and development patterns. Residential use on the Site represents an efficient use of land.
1.1.1	Healthy, liveable and safe communities are sustained by: a) promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term;	The proposed development is consistent with the policy to build strong, healthy, and livable communities as it provides for a development where people can live, work and play. The proposed development offers a new housing choice.

PPS Policy #	Policy	Response
	<p>b) accommodating an appropriate affordable and market-based range and mix of residential types, employment, institutional, recreation, park and open space, and other uses to meet long-term needs;</p> <p>c) avoiding development and land use patterns which may cause environmental or public health and safety concerns;</p> <p>d) avoiding development and land use patterns that would prevent the efficient expansion of settlement areas in those areas which are adjacent or close to settlement areas;</p> <p>e) promoting.....cost-effective development patterns and standards to minimize land consumption and servicing costs;</p> <p>f) improving accessibility for persons with disabilities and older persons by addressing land use barriers which restrict their full participation in society;</p> <p>h) promoting development and land use patterns that conserve biodiversity.</p>	<p>There are no anticipated environmental or public health and safety concerns as the area is established.</p> <p>The development pattern does not require expansion of the settlement area as it is considered infilling within an existing neighbourhood.</p> <p>The proposed development will not change lotting or street patterns in the area.</p> <p>The Site has access to full municipal services and is close to existing local parks, libraries, places of worship, and schools.</p> <p>Accessibility of units will be addressed at the time of the building permit.</p> <p>Public service facilities are available in the area.</p> <p>The proposed development is an efficient use of the Site.</p>
1.1.2	Sufficient land shall be made available to accommodate an appropriate range and mix of land uses to meet projected	The proposed development will help the City meet the full range of current and future residential needs through intensification.

PPS Policy #	Policy	Response
	<p>needs for a time horizon of up to 25 years.</p> <p>Within settlement areas, sufficient land shall be made available through intensification and redevelopment and, if necessary, designated growth areas.</p>	<p>The Site will provide for residential infilling within an existing settlement area.</p>
1.1.3.1	<p>Settlement areas shall be the focus of growth and development.</p>	<p>The proposal enhances the vitality of the City, as the proposal is within an existing settlement area.</p>
1.1.3.2	<p>Land use patterns within settlement areas shall be based on densities and a mix of land uses which:</p> <ul style="list-style-type: none"> a) efficiently use land and resources; b) are appropriate for, and efficiently use, the infrastructure and public service facilities which are planned or available, and avoid the need for their unjustified and/or uneconomical expansion; c) minimize negative impacts to air quality and climate change, and promote energy efficiency; d) prepare for the impacts of a changing climate; e) support active transportation; 	<p>The Site will provide for a new housing choice in an existing built-up area.</p> <p>There is a mix of housing densities in the area.</p> <p>The Site provides for an infilling opportunity within the existing neighbourhood.</p> <p>The Site offers an opportunity for intensification by creating a new housing choice.</p> <p>The design and style of the building will blend well with the scale and massing of the existing surrounding neighbourhood.</p> <p>Residents will have immediate access to local amenities, shopping, employment, recreational areas, and institutional uses.</p>

PPS Policy #	Policy	Response
	<p>f) are transit-supportive, where transit is planned, exists or may be developed; and</p> <p>g) are freight-supportive.</p>	<p>Transit is available for the area.</p> <p>The Site is located close to major transportation corridors.</p>
1.1.3.3	<p>Planning authorities shall identify appropriate locations and promote opportunities for transit-supportive development, accommodating a significant supply and range of housing options through intensification and redevelopment where this can be accommodated taking into account existing building stock or areas, including brownfield sites, and the availability of suitable existing or planned infrastructure and public service facilities required to accommodate projected needs.</p>	<p>The proposed development is located on a Site that is physically suitable.</p> <p>The Site is generally level, which is conducive to easy pedestrian access and vehicular movements.</p> <p>The intensification can be accommodated for the proposed development as it is an appropriate use of the Site.</p> <p>Parking will be provided on-site for the proposed multiple dwelling.</p>
1.1.3.4	<p>Appropriate development standards should be promoted which facilitate intensification, redevelopment and compact form, while avoiding or mitigating risks to public health and safety.</p>	<p>The proposed residential dwelling will be built with a high standard of construction, allowing a seamless integration with the existing neighbourhood.</p> <p>There will be no risks to the public, as identified in the support studies.</p> <p>The Site is outside of the ERCA regulated area.</p> <p>A Noise Study was prepared, and no concerns were identified.</p>

PPS Policy #	Policy	Response
1.1.3.5	Planning authorities shall establish and implement minimum targets for intensification and redevelopment within built-up areas, based on local conditions.	<p>The City has established targets for intensification and redevelopment.</p> <p>The proposed development will assist in meeting targets as the Site is located in an existing settlement area.</p>
1.1.3.6	New development taking place in designated growth areas should occur adjacent to the existing built-up area and should have a compact form, mix of uses and densities that allow for the efficient use of land, infrastructure and public service facilities.	<p>The proposed development does have a compact built form.</p> <p>Amenity space is provided.</p> <p>The proposed building size will allow for the efficient use of land and infrastructure.</p> <p>The proposed development can comply with the zone requirements, and no relief is required.</p>
1.4.1 - Housing	<p>To provide for an appropriate range and mix of housing options and densities required to meet projected requirements of current and future residents of the regional market area, planning authorities shall:</p> <p>a) maintain at all times the ability to accommodate residential growth for a minimum of 15 years through residential intensification and redevelopment and, if necessary, lands which are designated and available for residential development; and</p>	<p>The proposed development will provide for an infill opportunity in the existing built-up area.</p> <p>The Site offers an opportunity for intensification.</p> <p>Municipal services are available.</p>

PPS Policy #	Policy	Response
	b) maintain at all times where new development is to occur, land with servicing capacity sufficient to provide at least a three-year supply of residential units available through lands suitably zoned to facilitate residential intensification and redevelopment, and land in draft approved and registered plans.	
1.4.3	Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected market-based and affordable housing needs of current and future residents of the regional market area.	<p>The proposed density is compatible with the surrounding area and will blend well with the neighbourhood.</p> <p>The Site is close to local amenities.</p> <p>There is suitable infrastructure.</p> <p>The Site has access to transit.</p>
1.6.1 - Infrastructure	Infrastructure and public service facilities shall be provided in an efficient manner that prepares for the impacts of a changing climate while accommodating projected needs.	<p>The proposed development can proceed on full municipal services.</p> <p>Electrical distribution will be determined through detailed design.</p> <p>Access to public transit is available.</p>
1.6.6.2 - Sewage, Water and Stormwater	Municipal sewage services and municipal water services are the preferred form of servicing for settlement areas to support protection of the	The proposed development will be serviced by municipal sewer, water and storm, which is the preferred form of

PPS Policy #	Policy	Response
	<p>environment and minimize potential risks to human health and safety. Within settlement areas with existing municipal sewage services and municipal water services, intensification and redevelopment shall be promoted wherever feasible to optimize the use of the services.</p>	<p>servicing for settlement areas.</p> <p>The required SWM study has been prepared and concluded that there are no negative impacts.</p>
<p>1.6.6.7 - Stormwater</p>	<p>Planning for stormwater management shall:</p> <ul style="list-style-type: none"> a) be integrated with planning for sewage and water services and ensure that systems are optimized, feasible and financially viable over the long term; b) minimize, or, where possible, prevent increases in contaminant loads; c) minimize erosion and changes in water balance, and prepare for the impacts of a changing climate through the effective management of stormwater, including the use of green infrastructure; d) mitigate risks to human health, safety, property and the environment; e) maximize the extent and function of vegetative and pervious surfaces; and f) promote stormwater management best practices, 	<p>The required SWM study has been prepared.</p> <p>There are no anticipated impacts on the municipal system, and the proposed development will not add to the capacity in a significant way.</p> <p>There will be no risk to health and safety.</p>

PPS Policy #	Policy	Response
	including stormwater attenuation and re-use, water conservation and efficiency, and low impact development.	
1.6.7.1 - Transportation	Transportation systems should be provided which are safe, energy efficient, facilitate the movement of people and goods, and are appropriate to address projected needs.	The Site is in close proximity to major transportation corridors and has access to nearby transit.
1.6.7.2	Efficient use should be made of existing and planned infrastructure, including through the use of transportation demand management strategies, where feasible.	The proposed development is supported by the City's requirements for development within an existing built-up area.
1.6.7.4	A land use pattern, density and mix of uses should be promoted that minimize the length and number of vehicle trips and support current and future use of transit and active transportation.	<p>The proposed development contributes to the City's requirement for infilling and intensification within an existing settlement area.</p> <p>The proposed density, scale, and building height will blend with the existing land use pattern.</p> <p>The height of the proposed development is keeping in context with the surrounding area.</p>
2.1.1 - Natural Heritage	Natural features and areas shall be protected for the long term.	<p>There are no natural features that apply to this Site.</p> <p>Any existing trees located within the City Right of Way will not be impacted.</p>

PPS Policy #	Policy	Response
3.0 - Health and Safety	Development shall be directed away from areas of natural or human-made hazards where there is an unacceptable risk to public health or safety or of property damage, and not create new or aggravate existing hazards.	There are no natural or human-made hazards. The Site is outside the regulated area of ERCA.

Therefore, the proposed development is consistent with the PPS and the Province's vision for long-term prosperity and social well-being.

5.1.2 Official Plan

The City of Windsor Official Plan (OP) was adopted by Council on October 25, 1999, approved in part by the Ministry of Municipal Affairs and Housing (MMAH) on March 28, 2000 and the remainder approved by the Ontario Municipal Board (OMB) on November 1, 2002. The office consolidation version is dated September 7, 2012.

The OP implements the PPS and establishes a policy framework to guide land use planning decisions related to development and the provision of infrastructure and community services throughout the City.

The lands are designated "Residential" according to Schedule "D" Land Use attached to the OP for the City of Windsor (see Figure 3 –OP).

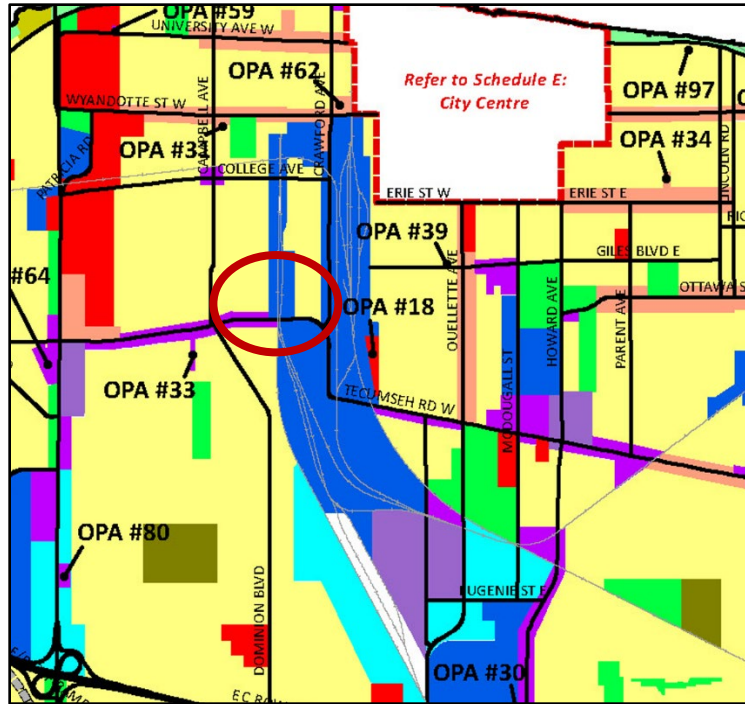


Figure 3 –OP

The proposed residential use is permitted in the existing land use designation.

The following provides a summary of the key policy considerations of the OP as it relates to the proposed development.

OP Policy #	Policy	Response
3.1	The planning of Windsor's future is guided by the following vision taken from Dream Dare Do – The City of Windsor Community Strategic Plan.	The proposed development will support the City's vision by providing residential in an existing built-up area where people can live, work and play.
3.2.1.2 – Growth Concept, Neighbourhood Housing Variety	Encouraging a range of housing types will ensure that people have an opportunity to live in their neighbourhoods as they pass through the various stages of their lives.	The proposed development supports one of the City's overall development strategies of providing for a range of housing types. The Site will provide for new housing in an existing built-up area.

OP Policy #	Policy	Response
3.2.1.3 – Growth Concept, Distinctive Neighbourhood Character	Windsor will keep much of what gives its existing neighbourhoods their character – trees and greenery, heritage structures and spaces, distinctive area identities, parks, and generally low profile development outside the City Centre. Around the neighbourhood centres, the existing character of the neighbourhood will be retained and enhanced.	<p>The Site will provide for a new housing choice in an existing built-up area.</p> <p>There is a mix of housing densities in the area.</p> <p>The proposed multiple dwelling will provide for an opportunity for residents to downsize or to start new in an existing neighbourhood.</p>
4.0 - Healthy Community	The implementing healthy community policies are interwoven throughout the remainder of the Plan, particularly within the Environment, Land Use, Infrastructure and Urban Design chapters, to ensure their consideration and application as a part of the planning process.	<p>The proposed development will support the City's goal of promoting a healthy community.</p> <p>The proposed development is close to nearby transit, employment, institutional uses, shopping, local/regional amenities and parks.</p>
6.0 - Preamble	A healthy and livable city is one in which people can enjoy a vibrant economy and a sustainable healthy environment in safe, caring and diverse neighbourhoods. In order to ensure that Windsor is such a city, Council will manage development through an approach which balances environmental, social and economic considerations.	The proposed development supports the policy set out in the OP as it is suited for the residential needs of the City.
6.1 - Goals	<p>In keeping with the Strategic Directions, Council's land use goals are to achieve:</p> <p>6.1.1 Safe, caring and diverse neighbourhoods.</p>	<p>The proposed development supports the goals set out in the OP as it provides for the intensification of residential offering a new housing choice.</p> <p>The Site provides for an infilling opportunity, allowing</p>

OP Policy #	Policy	Response
	<p>6.1.3 Housing suited to the needs of Windsor's residents.</p> <p>6.1.10 Pedestrian oriented clusters of residential, commercial, employment and institutional uses.</p>	<p>the proposed development to blend well with the area.</p>
<p>6.1.14 – Residential Intensification</p>	<p>To direct residential intensification to those areas of the City where transportation, municipal services, community facilities and goods and services are readily available.</p>	<p>The Site has access to transportation, full municipal services and local amenities.</p>
<p>6.2.1.2 – General Policies, Type of Development Profile</p>	<p>For the purpose of this Plan, Development Profile refers to the height of a building or structure. Accordingly, the following Development Profiles apply to all land use designations on Schedule D: Land Use unless specifically provided elsewhere in this Plan:</p> <p>(a) Low Profile developments are buildings or structures generally no greater than three (3) storeys in height;</p> <p>(b) Medium Profile developments are buildings or structures generally no greater than six (6) storeys in height; and</p> <p>(c) High Profile developments are buildings or structures generally no greater than fourteen (14) storeys in height.</p>	<p>The proposed development is considered a low profile development as it is proposed to have a maximum of 2 storeys constructed on the Site.</p> <p>The building is considered small in scale.</p> <p>The proposed development is in keeping with the neighbouring heights.</p> <p>Many of the residential dwellings along Pelletier Street have similar setbacks and heights.</p>
<p>6.3.1.1 – Range of Forms & Tenures</p>	<p>To support a complementary range of housing forms and tenures in all neighbourhoods.</p>	<p>The proposed development will offer a new housing choice which will complement the existing neighbourhood.</p>

OP Policy #	Policy	Response
		Tenure will be rental.
6.3.1.2 - Neighbourhoods	To promote compact neighbourhoods which encourage a balanced transportation system.	<p>The proposed development takes advantage of the entire Site.</p> <p>The Site will have paved sidewalk connections.</p> <p>The Site has access to transit and is in close proximity to major transportation corridors.</p>
6.3.1.3 – Intensification, Infill & Redevelopment	To promote residential redevelopment, infill and intensification initiatives in locations in accordance with this plan.	<p>The proposed development is considered infill and intensification.</p> <p>The parcel of land is appropriate for development.</p>
6.3.2.1 – Permitted Uses	Uses permitted in the Residential land use designation identified on Schedule D: Land Use include Low Profile , and Medium Profile dwelling units. High Profile Residential Buildings shall be directed to locate in the City Centre, Mixed Use Centres and Mixed Use Corridors.	The proposed development is a permitted use in the OP as it is considered a low profile residential use.
6.3.2.4 – Location Criteria	<p>Residential intensification shall be directed to the Mixed Use Nodes and areas in proximity to those Nodes. Within these areas Medium Profile buildings, up 4 storeys in height shall be permitted. These taller buildings shall be designed to provide a transition in height and massing from low-profile areas.</p> <p>New residential development and intensification shall be located where:</p>	<p>The Site is located near major transportation corridors.</p> <p>Full services are available.</p> <p>Local amenities are close by.</p> <p>The proposed development is located close to transit.</p>

OP Policy #	Policy	Response
	<p>a) there is access to a collector or arterial road; b) full municipal physical services can be provided; c) adequate community services and open spaces are available or are planned; and d) public transportation service can be provided.</p>	
<p>6.3.2.5 – Evaluation for a Neighbourhood</p>	<p>At the time of submission, the proponent shall demonstrate to the satisfaction of the Municipality that a proposed residential development within an area having a Neighbourhood development pattern is:</p> <p>(a) feasible having regard to the other provisions of this Plan, provincial legislation, policies and appropriate guidelines and support studies for uses:</p> <p>(i) within or adjacent to any area identified on Schedule C: Development Constraint Areas and described in the Environment chapter of this Plan;</p> <p>(ii) adjacent to sources of nuisance, such as noise, odour, vibration and dust;</p> <p>(iii) within a site of potential or known contamination;</p> <p>(iv) where traffic generation and distribution is a provincial or municipal concern; and</p> <p>(v) adjacent to heritage resources.</p> <p>(b) in keeping with the goals, objectives and policies of any secondary plan or guideline plan affecting the surrounding</p>	<p>This PRR has undertaken the required evaluation of provincial legislation.</p> <p>There are no constraint areas that impact this Site.</p> <p>A Noise Study has been completed.</p> <p>The Site will provide for a new housing choice in an existing built-up area.</p> <p>No anticipated traffic concerns.</p> <p>The proposed development will be strategically located to provide efficient ease of the proposed new driveways.</p> <p>The Site is capable of accommodating the proposed development in terms of scale, massing, height and siting.</p> <p>Full municipal services can be provided.</p> <p>The required support study has been prepared regarding noise.</p>

OP Policy #	Policy	Response
	<p>area;</p> <p>(c) in existing neighbourhoods, compatible with the surrounding area in terms of scale, massing, height, siting, orientation, setbacks, parking and amenity areas. In Mature Neighbourhoods as shown on Schedule A-1, compatible with the surrounding area, as noted above, and consistent with the streetscape, architectural style and materials, landscape character and setback between the buildings and streets;</p> <p>(e) capable of being provided with full municipal physical services and emergency services; and</p> <p>(f) facilitating a gradual transition from Low Profile residential development to Medium and/or High Profile development and vice versa, where appropriate, in accordance with Design Guidelines approved by Council.</p>	<p>The setbacks and the design features of the proposed development will blend with the area.</p> <p>Parking will be located at the rear of the proposed building.</p> <p>The Site is not within a Mature Neighborhood, as shown on Schedule A-1.</p>
7.0 - Infrastructure	The provision of proper infrastructure provides a safe, healthy and efficient living environment. In order to accommodate transportation and physical service needs in Windsor, Council is committed to ensuring that infrastructure is provided in a sustainable, orderly and coordinated fashion.	The proposed development is close to nearby transit, off a major transportation corridor and has access to full municipal services.
7.2.8.8 - Rail	Council shall evaluate a proposed development adjacent to a Rail Corridor, in accordance with the following:	A Noise Study has been prepared, and no concerns were identified.

OP Policy #	Policy	Response
	<p>(a) All proponents of a new development within 300 metres of a rail corridor, may be required to complete a noise study to support the proposal, and if the need for mitigation measures is determined by such study, shall identify and recommend appropriate mitigation measures, in accordance with the Procedures chapter of this Plan; (b) All proponents of new development, located within 75 metres of a rail corridor, shall complete a vibration study to support the proposal, and if the need for mitigation measures is determined by such study, shall identify and recommend appropriate mitigation measures, in accordance with the Procedures chapter of this Plan; (c) All proponents of new development adjacent to a rail corridor will consult with the appropriate railway company prior to the finalization of any noise or vibration study required by this Plan; (d) All proponents of new development abutting a rail corridor shall incorporate appropriate safety measures such as setbacks, berms and security fencing to the satisfaction of the Municipality, in consultation with the relevant public agency and the appropriate railway company.</p>	<p>Mitigation measures included a warning clause.</p>
7.2.8.9 – Rail Yard	<p>Council shall protect designated rail yards from incompatible development. Accordingly, development</p>	<p>A Noise Study has been prepared, and no concerns were identified.</p>

OP Policy #	Policy	Response
	<p>adjacent to a Rail Yard designated on Schedule C: Development Constraint Areas will be subject to the following: (a) New residential development and other new sensitive land uses, which require a rezoning (exclusive of a zoning by-law consolidation), plan of subdivision or plan of condominium are not permitted within 300 metres of a designated Rail Yard; (b) (c) All proponents of new residential development and other new sensitive land uses, located between 300 and 1000 metres of a designated Rail Yard (exclusive of the George Avenue Rail Yard unless required by the City), which require a rezoning (exclusive of a zoning by-law consolidation), plan of subdivision or plan of condominium shall complete a noise study to support the proposal, and, if the need for mitigation measures is determined by this study, shall identify and recommend appropriate mitigation measures, in accordance with the procedural policies in this Official Plan; (d) All proponents of new development within 75 metres of a designated Rail Yard shall complete a vibration study to support the proposal, and, if the need for mitigation measures is determined by the study, shall identify and recommend appropriate</p>	<p>Mitigation measures included a warning clause.</p>

OP Policy #	Policy	Response
	<p>mitigation measures, in accordance with the procedural policies in this Official Plan; (e) All proponents of new residential development and other sensitive land uses, within 1000 metres of a designated Rail Yard, which requires a rezoning (exclusive of a zoning by-law consolidation), plan of subdivision or plan of condominium will consult with the appropriate railway company prior to the finalization of any noise and/or vibration abatement study required by this Official Plan; and (f) All proponents of new development abutting a rail yard, which require a rezoning (exclusive of a zoning by-law consolidation), plan of subdivisions, plan of condominium or site plan approval, shall incorporate appropriate safety measures such as setbacks, berms and security fencing to the satisfaction of the Municipality, in consultation with the relevant public agency and the appropriate railway company.</p>	
<p>8.7.2.3 – Built Form, Infill Development</p>	<p>Council will ensure that proposed development within an established neighbourhood is designed to function as an integral and complementary part of that area's existing development pattern by having regard for:</p> <p>(a) massing; (b) building height; (c) architectural proportion;</p>	<p>The Site provides for an infilling opportunity which will blend with the mix of housing densities in the area.</p> <p>Massing – The proposed development will be limited to 9 m in height.</p> <p>Building height – the height of the proposed development is kept in context with the</p>

OP Policy #	Policy	Response
	<p>(d) volumes of defined space; (e) lot size; (f) position relative to the road; (g) building area to site area ratios; (h) the pattern, scale and character of existing development; and (i) exterior building appearance, (j) Council adopted Design Guidelines that will assist in the design and review of applications for development in accordance with the policies noted above</p>	<p>surrounding area and with the adjacent properties.</p> <p>The height is what is proposed if the development were a single detached dwelling.</p> <p>Architectural proportion – The proposed development will embrace the local architectural design of the surrounding area.</p> <p>Volume of defined space – The proposed multiple dwelling will maintain an active street frontage.</p> <p>Lot size – This design approach strengthens the continuity and cohesive identity of the block.</p> <p>Building area – The design considerations of the proposed development will balance between fitting into the existing context and adding a unique architectural contribution to the block.</p> <p>Pattern, scale and character – The Site is capable of accommodating the proposed development in terms of scale, massing, height and siting.</p> <p>Exterior building appearance – The proposed multiple dwelling will take inspiration from the surrounding neighbourhood for the design aesthetic.</p>

Therefore, the proposed development will conform to the City of Windsor OP.

5.1.3 Zoning By-law

The City of Windsor Zoning By-Law (ZBL) #8600 was passed by Council on July 8, 2002, and then a further Ontario Municipal Board (OMB) decision was issued on January 14, 2003.

A ZBL implements the PPS and the City OP by regulating the specific use of property and providing for its day-to-day administration.

The current zoning for the Site is the Manufacturing District 2.13 (MD2.13) zone category, as shown on Map 4 of the City of Windsor ZBL (see Figure 4 – ZBL).

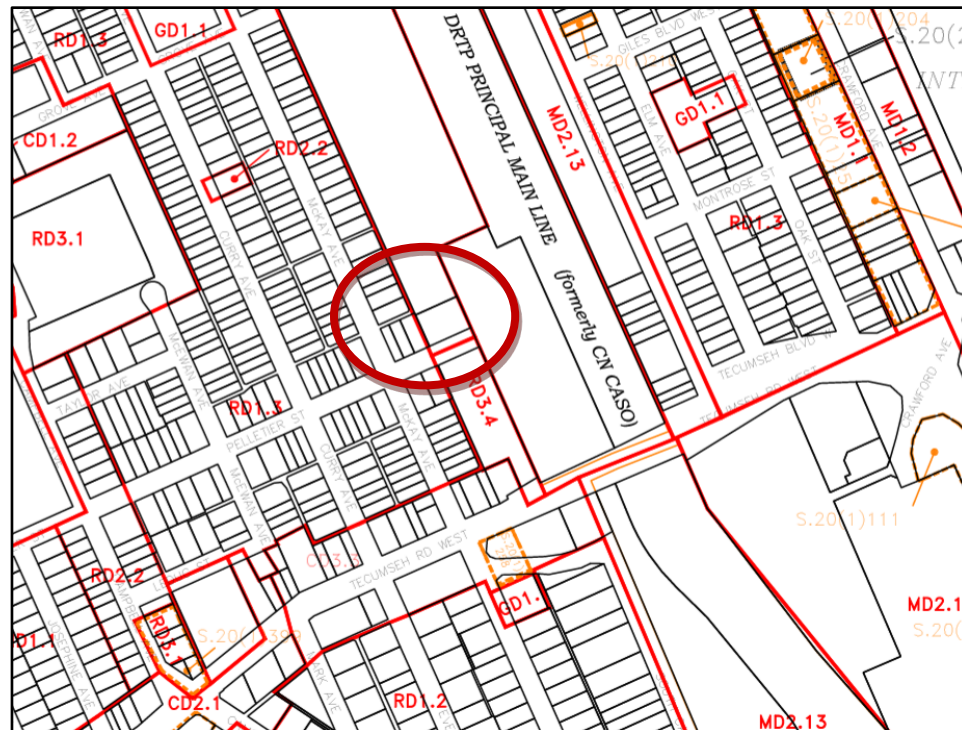


Figure 4 –ZBL

It is proposed to change the zoning category of the severed parcel (parts 2 and 4 on the draft reference plan) to a site specific Residential District 2.2 (RD2.2) zone category in order to permit the proposed multiple dwelling with a maximum of four dwelling units.

It is proposed to keep the zoning category of the retained lands (parts 1 and 3 on the draft reference plan) in the current Manufacturing District 2.13 (MD2.13) zone category, as the existing uses will not change.

According to Section 3 of the ZBL, a multiple dwelling is defined as:

MULTIPLE DWELLING means one dwelling containing a minimum of three dwelling units. A double duplex dwelling, semi-detached dwelling, stacked dwelling, or townhome dwelling is not a multiple dwelling.

A review of the RD2.2 zone provisions, as set out in Section 11.2.4 of the ZBL is as follows:

Zone Regulations	Required RD 2.2 Zone	Proposed Severed (Parts 2 and 4)	Compliance and/or Relief Requested with Justification
Permitted Uses (Section 11.2.1)	One Double Duplex Dwelling One Duplex Dwelling One Multiple Dwelling containing a maximum of four dwelling units One Semi-Detached Dwelling One Single Unit Dwelling Townhome Dwelling Any use accessory to any of the preceding uses	One Multiple Dwelling containing a maximum of four dwelling units – 253.61 m²	A zoning amendment is required to permit the proposed development.
Min Lot Width	18.0 m	21.85 m	Complies
Min Lot Area	540.0 m ²	719.3 m ²	Complies
Max Lot Coverage	45.0 %	35.27 %	Complies
Max Building Height	9.0 m	9.0 m max (2 storeys)	Complies
Min Front Yard Depth	6.0 m	6.0 m	Complies
Min Rear Yard Depth	7.50 m	10.57 m	Complies
Min Side Yard Width	1.80 m	1.83 (east side) 4.49 (west side)	Complies
Parking Spaces Required (Table 24.20.20.5.1)	Multiple Dwelling containing a maximum of 4 dwelling units:	4 parking spaces provided	Complies

Zone Regulations	Required RD 2.2 Zone	Proposed Severed (Parts 2 and 4)	Compliance and/or Relief Requested with Justification
	1 parking space required for each dwelling unit 4 x 1 = 4 parking space total		
Accessible Parking Spaces Required (Table 24.24.1.1)	For 1 to 25 total number of Parking Spaces Type A – 1 parking space Total B - 0 parking spaces = 1 parking spaces	1	Complies
Bicycle Parking (24.30.1.1)	1 to 9 parking spaces in parking area: = 0 spaces required	0	Complies
Loading (Table 24.40.1.5)	1,000 m ² or less = 0	0	Complies
Porch Encroachment into a Yard (Section 5.30.60)	Any front yard or Required rear yard – 2.50 m Minimum Separation From Front Lot Line- 1.20 m	1.22 m into the front yard From the front lot line 4.78 m	Complies

Therefore, the proposed development will comply with all zone provisions set out in the RD2.2 Zone and no site specific relief will be required.

A review of the MD2.13 zone provisions, as set out in Section 19.13.5.4 of the ZBL is as follows:

Zone Regulations	Required MD2.13 Zone	Proposed Retained (Parts 1 and 3)	Compliance and/or Relief Requested with Justification
Permitted Uses (Section 19.13.1)	Existing	Existing	Complies
Max Building Height	14.0 m	Existing	Complies

Therefore, the proposed development will comply with all zone provisions set out in the MD2.13 Zone, and no site specific relief will be required.

6.0 SUMMARY AND CONCLUSION

6.1 Context and Site Suitability Summary

6.1.1 Site Suitability

The Site is ideally suited for residential development for the following reasons:

- The land area is sufficient to accommodate the proposed development,
- The Site is generally level, which is conducive to easy pedestrian access and vehicular movements,
- The Site will be able to accommodate municipal water, storm and sewer systems,
- There are no development constraints that impact the Site, and
- The location of the proposed development is appropriate for the neighbourhood.

6.1.2 Compatibility of Design

The proposed development has been designed to be compatible with the existing built-up area.

There is a mix of housing densities in the area.

The proposed development is a low profile form of development which incorporates sufficient setbacks.

The building has been designed to address compatibility within an existing neighbourhood.

The Site is capable of accommodating the proposed development in terms of scale, massing, height and siting.

There are no heritage constraints that impact the Site.

6.1.3 Good Planning

The proposal represents good planning as it addresses the need for the City to provide infilling, which contributes to a new housing choice and intensification requirements.

Residential use on the Site represents an efficient development pattern that optimizes the use of land.

The proposed development will not change lotting or street patterns in the area.

6.1.4 Natural Environment Impacts

The proposal does not have any negative natural environmental impacts.

6.1.5 Municipal Services Impacts

Full municipal services are available, which is the preferred form for development.

6.1.6 Social, Cultural and Economic Conditions

The proposed development does not negatively affect the social environment as the Site is in close proximity to major transportation corridors, transit, open space and community amenities.

The Site is not impacted by the nearby rail and rail yard.

Infilling in an existing built-up area of the City contributes toward the goal of 'live, work and play' where people share a strong sense of belonging and a collective pride of place.

The proposal does not cause any public health and safety concerns.

The proposal represents a cost effective development pattern that minimizes land consumption and servicing costs.

Based on the Site area, the proposed development will result in a total gross density which is appropriate for the area.

There will be no urban sprawl as the proposed development is within the existing settlement area and is an ideal infilling opportunity.

There are no cultural resources that impact the Site.

6.2 Conclusion

In summary, it would be appropriate for Council for the City of Windsor to approve the ZBA to permit the proposed residential development on the Site as it is appropriate for infilling and will offer a new housing choice in an existing neighbourhood.

This PRR has shown that the proposed development is consistent with the PPS, conforms with the intent and purpose of the OP and ZBL and represents good planning.

The report components for this PRR have set out the following, as required under the City of Windsor OP:

10.2.13.2 Where a Planning Rationale Report is required, such a study should:

- (a) Include a description of the proposal and the approvals required;*
- (b) Describe the site's previous development approval history;*
- (c) Describe major physical features or attributes of the site including current land uses(s) and surrounding land uses, built form and contextual considerations;*

- (d) Describe whether the proposal is consistent with the provincial policy statements issued under the Planning Act;*
- (e) Describe the way in which relevant Official Plan policies will be addressed, including both general policies and site-specific land use designations and policies;*
- (f) Describe whether the proposal addresses the Community Strategic Plan;*
- (g) Describe the suitability of the site and indicate reasons why the proposal is appropriate for this site and will function well to meet the needs of the intended future users;*
- (h) Provide an analysis of the compatibility of the design and massing of the proposed developments and land use designations;*
- (i) Provide an analysis and opinion as to why the proposal represents good planning, including the details of any methods that are used to mitigate potential negative impacts;*
- (j) Describe the impact on the natural environment;*
- (k) Describe the impact on municipal services;*
- (l) Describe how the proposal will affect the social and/or economic conditions using demographic information and current trends; and,*
- (m) Describe areas of compliance and non-compliance with the Zoning By-law.*

Planner's Certificate:

I hereby certify that this report was prepared by Tracey Pillon-Abbs, a Registered Professional Planner, within the meaning of the Ontario Professional Planners Institute Act, 1994.



**Tracey Pillon-Abbs, RPP
Principal Planner**



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CANADA POST – BRUNO DESANDO

Canada Post has no comments.

CITY OF WINDSOR – ENGINEERING

The Engineering Development Division has conducted a preliminary review of the subject application and have the following comments:

Sanitary and Storm Sewers

The site may be serviced by the existing 300mm PVC sanitary sewer and 375mm PVC storm sewer along Pelletier Street. The applicant will be required to extend the existing sanitary and storm sewers to the frontage of the new and retained lot.

A Stormwater Management Report, dated October 2023 and revised December 2023 by Haddad Morgan & Associates LTD, has been received and reviewed. The applicant's consultant has identified that the subject site can adequately accommodate the necessary storage for the design storm events. The Stormwater Management Report has been deemed acceptable, and the proposed servicing strategy is supported by the Engineering Development department.

Prior to the issuance of construction permits, a revised servicing plan must be submitted. The revised plan must show the existing and proposed servicing to both the new and existing buildings on the property. The proposed sewer extension must accommodate the servicing requirements of both buildings.

Right-of-Way

The Official Plan classifies Pelletier Street as a Local Road with a required right-of-way width of 20 meters. The current right-of-way width is sufficient therefore, a conveyance is not required. Removal of mature trees in the right-of-way will be required to accommodate the proposed driveway. Consultation with City of Windsor Forestry is recommended.

In summary we have no objection to the proposed development, subject to the following requirements:

Driveway Approaches – The Owner agrees that driveway approaches shall be constructed in such width and location as shall be approved by the City Engineer.

Encroachment Agreement – The owner agrees to submit an application for and execute an agreement with the Corporation for the proposed encroachments into the right-of-way (the fencing and the stairs located within the Pelletier Street right-of-way) to the satisfaction of the City Engineer.

Site Servicing Plans – The owner agrees to submit a site servicing plan for the subject lands to the satisfaction of the Chief Building Official and the City Engineer, prior to the issuance of any construction permits for the subject lands.

Sewer Extension – The owner further agrees, at their own expense and prior to the issuance of a building permit, to extend the storm and sanitary sewer to service the subject lands.

Enhanced Permit – The owner shall obtain, prior to the issuance of a building permit, an Enhanced Permit from the Right-of-way Division of the Engineering Department to supply, construct and install at its entire expense (offsite improvement description), in accordance with the manner, location and design to be approved by the City Engineer.

The Enhanced Permit shall include all of the applicable Servicing General Provisions, as updated from time to time. Prior to issuance of the Enhanced Permit the following will be required:

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- a. A detailed cost estimate for the Offsite Improvements, supported by preliminary design drawings prepared by an Engineer licensed in the Province of Ontario
- b. Approval by the Manager of Risk Management of all necessary securities and insurance
- c. Engineering Development Review fee in accordance with the current City of Windsor User Fee Schedule

If you have any questions or concerns, contact Juan Paramo at 519-255-6100, ext. 6353

CITY OF WINDSOR - ENVIRONMENTAL SUSTAINABILITY COORDINATOR - BARBARA LAMOURE

In response to the Zoning By-law amendment there are no objections. Note the following comments for consideration:

Energy Conservation, Air Quality and Climate Change - Please note PPS 2020 energy conservation and efficiency policies as they relate to long-term economic prosperity (1.7.1 (j)), as well as improved air quality and reduced greenhouse gas emissions (1.8.1). In addition, the City of Windsor Community Energy Plan aims to improve energy efficiency; modifying land use planning; reducing energy consumption and greenhouse gas emissions; and fostering green energy solutions throughout Windsor, while supporting local economic development.

As per these policies the developer should consider energy efficiency in the building design. This may include but not be limited to increased insulation, energy efficient appliances and fixtures, high efficiency windows/doors and renewable energy sources.

The developer is encouraged to contact both Enbridge and Enwave to determine opportunities for improved energy efficiency and available incentives.

EV Charging - The installation of EV chargers is highly encouraged, as electric vehicles continue to penetrate the personal car and truck market and supported by federal targets for EV production. Access to home charging will continue to be the preferred charge point.

Active Transportation - To promote the use of active transportation, bike racks should be considered.

Climate Change Resiliency - Opportunities to increase resiliency such as providing strategic flood risk measures are suggested as this property is located in an area with a 1:5 year basement flooding risk as per the [City's Sewer and Coastal Flooding Master Plan](#).

Low Impact Design should be considered during Site Plan Review to address quantity and quality of stormwater leaving the site. The addition of Green Infrastructure here would be beneficial. Please see <https://greeninfrastructureontario.org> for examples.

Landscaping - Consideration for shade trees are recommended to minimize the urban heat island impacts. Consideration of native, drought resistant plants is encouraged to limit watering requirements.

CITY OF WINDSOR - PARKS & FORESTRY

Yemi Adeyeye - Forestry has the following comments: There are 4 Norway Maple trees at 1350 Pelletier and 1 Norway Maple tree at 1376 Pelletier, which are in good condition. Going by the development plan, their root zones will be affected by the proposed construction.

APPENDIX F – CONSULTATION

The diameter at breast height of these healthy trees, beginning from east to west are: 1350 Pelletier – Total DBH= 240 cm

55 cm, 51 cm, 40 cm, 41 cm, 53 cm

1376 Pelletier – Total DBH= 59 cm

59 cm

Forestry recommend that the contractor follow the City of Windsor Site Control Plan, section 3.1 under existing trees during construction.

The City will require that the developer is notified, in advance, of the City's tree replacement procedure: City Forestry follows the 'equivalent diameter' replacement methodology - for every unit diameter of tree removed (e.g. due to damages), a similar amount of new trees must be planted. Replacement cost will be required if there are tree damages/removals.

Karen Alexander - Natural Areas has no comments on this liaison.

Hoda Kameli - Parks D&D has no objection to this Liaison.

CITY OF WINDSOR – PLANNING DEPARTMENT – HERITAGE PLANNER – KRISTINA TANG

There is no apparent built heritage concern with this property and it is located on an area of low archaeological potential.

Nevertheless, the Applicant should be notified of the following archaeological precaution.

1. Should archaeological resources be found during grading, construction or soil removal activities, all work in the area must stop immediately and the City's Planning & Building Department, the City's Manager of Culture and Events, and the Ontario Ministry of Citizenship and Multiculturalism must be notified and confirm satisfaction of any archaeological requirements before work can recommence.
2. In the event that human remains are encountered during grading, construction or soil removal activities, all work in that area must be stopped immediately and the site secured. The local police or coroner must be contacted to determine whether or not the skeletal remains are human, and whether the remains constitute a part of a crime scene. The Local police or coroner will then notify the Ontario Ministry of Citizenship and Multiculturalism and the Registrar at the Ministry of Government and Consumer Services if needed, and notification and satisfactory confirmation be given by the Ministry of Citizenship and Multiculturalism.

Contacts:

Windsor Police: 911

Windsor Planning Department - 519-255-6543 x6179, ktang@citywindsor.ca,
planningdept@citywindsor.ca

Windsor Manager of Culture and Events - Michelle Staadegaard, (O) 519-253-2300x2726, (C) 519-816-0711, mstaadegaard@citywindsor.ca

Ontario Ministry of Citizenship and Multiculturalism - Archaeology Programs Unit, 1-416-212-8886, Archaeology@ontario.ca

Ontario Ministry of Government & Consumer Services, A/Registrar of Burial Sites, War Graves, Abandoned Cemeteries and Cemetery Closures, 1-416-212-7499,
Crystal.Forrest@ontario.ca

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CITY OF WINDSOR – PLANNING DEPARTMENT - LANDSCAPE & URBAN DESIGN – STEFAN FEDIUK

Zoning Provisions for Parking Setback - As the proposal is for a rezoning to provide residential. The concept plan provided is unclear as to what greenspace is being provided.

The standard walking distance for playgrounds, as found in the Parks Master Plan, is 400m to service residential. Field of Dreams Park is 230m away but children must cross Tecumseh Road West, which is a class 2 Arterial Road. The closest municipal park without crossing Tecumseh Rd West is Bridgeview Park approximately 680m away.

Therefore, it is requested that as part of the special zoning required provisions, the owner is to provide a minimum of 35% of the lot area as Landscape Open Space Yard similar to what is required in RD3 Districts to accommodate any passive recreational needs of the residents that will be occupying the proposed residential development.

Tree Preservation - The proposed concept plan for the severed property will require that at least one Norway Maple tree (52cm DBH) on the municipal right of way would require to be removed.

There are several existing mature trees on the property that would need to be removed as well as cited in the Planning Rationale.

Require a Tree Inventory and Protection plan identifying which trees are to be retained and proposed preservation techniques to be implemented. As per O.P. Subsection 5.3.6, removal of any trees will require to be replaced or compensated to the satisfaction of the City Forester.

Parkland Dedication - Require a parkland dedication as cash-in-lieu representing 5% of the subject lands, to the satisfaction of the Executive Director of Parks, as per By-law 12780 and the Planning Act.

CITY OF WINDSOR – PLANNING DEPARTMENT – ZONING COORDINATOR – ZAID ZWAYYED

Below is the zoning review for the proposed development:

- **Current Zoning Designation:** MD2.13
- **Proposed Zoning Designation:** RD2.2
- **Existing Use [as per historical Building Permit(s) / Planning Act Application(s)]:**
 - A dwelling unit with a restaurant
- **Proposed Use:**
 - Multiple Dwelling with Four Dwelling Units
- **Section 5 – General Provisions**
 - The proposal complies.
- **Zoning Provisions (11.2.5):**
 - **Minimum lot Width:**

▪ 18.0 m (Required)	21.83 m (Provided)
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 - **Minimum Lot Area:**

▪ 540.0 m ² (Required)	718.77 m ² (Provided)
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APPENDIX F – CONSULTATION

- **Maximum Lot Coverage:**
 - 45.0% (Required) 35.29% (Provided)
- **Maximum Main Building Height:**
 - 9.0 m (Required) 9.0 m (Provided)
- **Minimum Front Yard Depth:**
 - 6.0 m (Required) 6.0 m (Provided)
- **Minimum Rear Yard Depth:**
 - 7.50 m (Required) 10.57 m (Provided)
- **Maximum Side Yard Width:**
 - 1.80 m (Required) 1.80 m (Provided)
- **Section 24 - Parking, Loading and Stacking Provisions**
 - **Required Number of Parking Spaces:**
 - 4 spaces (1 space per unit) (Required)
 - 4 spaces (Provided)
- **Section 25 – Parking Area Provisions**
 - N/A

Note: there are no identified zoning deficiencies for the existing use that would result upon severance.

CITY OF WINDSOR - TRANSIT WINDSOR - JASON SCOTT

Transit Windsor has no objections to this development. The closest existing transit route to this property is with the Central 3. The closest existing bus stop to this property is located on Tecumseh at McKay Northeast Corner. This bus stop is approximately 240 metres from this property falling within our 400 metre walking distance guidelines to a bus stop. This will be maintained with our City Council approved Transit Master Plan.

CITY OF WINDSOR - TRANSPORTATION

All parking must comply with ZBL 8600. Owner is required to maintain the minimum of 4 parking spaces within private property.

- Each parking space shall have a minimum length of 5.5 metres and a minimum width of 2.5 metres, except where one side of the parking space is flanked by a wall or fence, each parking space shall have a minimum length of 5.5 metres and a minimum width of 3.5 metres. Please provide these dimension on the site plan.

CITY OF WINDSOR - WINDSOR FIRE & RESCUE SERVICES – MICHAEL COSTE

No issue.

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ENBRIDGE GAS

After reviewing the provided drawing at 1350 Pelletier St and consulting our mapping system, please note that Enbridge Gas has active infrastructure in the proposed area. See the drawing below for reference. Please Note:

1. The shown piping locations are approximate and for information purposes only
2. The drawings are not to scale
3. This drawing does not replace field locates. Please contact Ontario One Call for onsite locates prior to excavating, digging, etc

Enbridge Gas requires a minimum separation of 0.6m horizontal and 0.3m vertical from all of our plant less than NPS 16 and a minimum separation 1.0m horizontal and 0.6m vertical between any CER-regulated and vital pipelines. For all pipelines (including vital pipelines), when drilling parallel to the pipeline, a minimum horizontal clearance measured from the edge of the pipeline to the edge of the final bore hole of 1 m (3.3 ft) is required. Ensure that this minimum separation requirement is maintained, and that the contractor obtains locates prior to performing any work and utilizes safe excavation practices while performing any work in the vicinity.

Also, note the following should you find any abandoned infrastructure in the area:

- Any pipe that is excavated, please assume that it is live
- If during the course of any job, any pipe is found that is not on the locate sheet and is in conflict with your work, please call our emergency number (1-877-969-0999), and one of our Union Gas representatives will respond to determine if that plant is in fact live or dead
- Please note that our Enbridge Gas representative will respond to the live or dead call within 1-4 hours, so please plan your work accordingly

Please contact me if you have any further questions or concerns.



SOURCE DOCUMENT INFORMATION

Qualified Individual:	Pipeline Certificate No.:
Holder / Funder:	Ticket Number:
In-Banner Date:	Task Update By:
Design Pressure:	Year Modified:
Time Out:	Pressure:
Time Off:	Pressure:

REVIS: Permanently delete sensitive

Date: By: (A/R)

ENBRIDGE

AS - BUILT

Title: 1350 Pelletier St

Description:

Project #:	MAKRO lot #:	% SMTS:
Drawn By: WINDSOR	Municipality:	Authorized:
Drawn By: JOSE DELLOSA	Date Drawn: (YYYYMM)	Comment:
Scale: (DATE_IDENTIFIER)	Sheet #:	Drawing Number of

APPENDIX F – CONSULTATION

ENWIN – HYDRO ENGINEERING

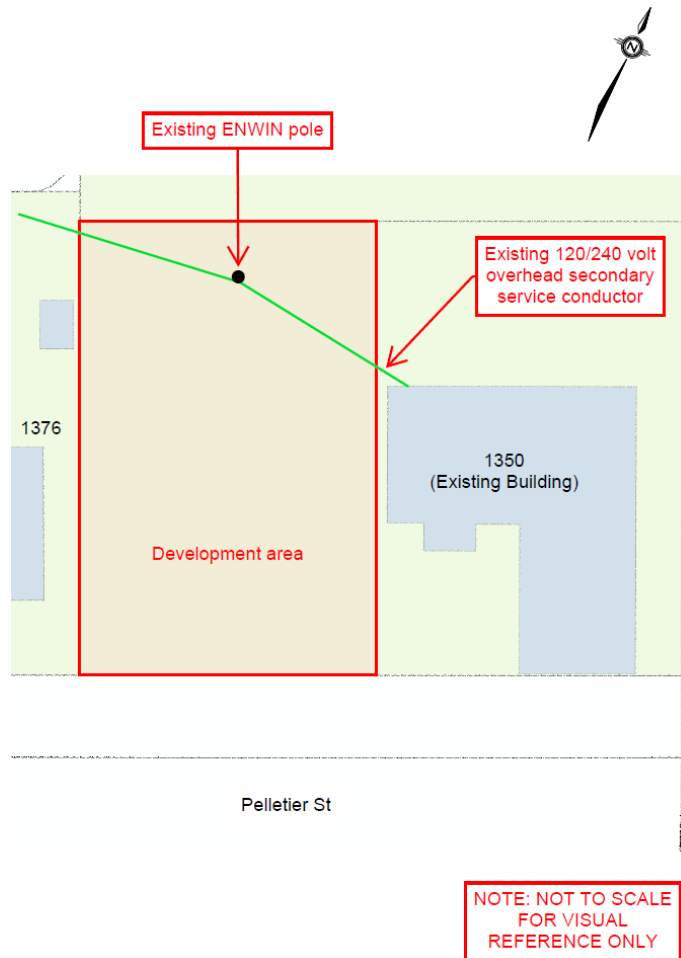
No Objection, provided adequate clearances are achieved and maintained.

ENWIN has a pole adjacent to the proposed parking spaces, with 120/240 volt overhead secondary conductor crossing the property (West to East) to service the existing building at 1350 Pelletier St.

If any relocation of the existing plant is required for the development, the associated costs will be burdened by the customer. Additionally, an easement named to ENWIN Utilities Ltd may be required to accommodate this plant.

Prior to working in these areas, we would suggest notifying your contractor and referring to the Occupational Health and Safety Act and Regulations for Construction Projects to confirm clearance requirements during construction. We suggest referring to the Ontario Building Code for permanent required clearances for New Building Construction.

Sketch attached for reference only:



ENWIN - WATER ENGINEERING:

Water Engineering has no objections



Committee Matters: SCM 341/2023

Subject: Adoption of the Development & Heritage Standing Committee minutes of its meeting held December 4, 2023

Development & Heritage Standing Committee Meeting

Date: Monday, December 04, 2023

Time: 4:30 o'clock p.m.

Members Present:

Councillors

Ward 1 - Councillor Fred Francis

Ward 4 - Councillor Mark McKenzie

Ward 7 - Councillor Angelo Marignani

Ward 9 - Councillor Kieran McKenzie

Ward 10 - Councillor Jim Morrison (Chairperson)

Members

Member Joseph Fratangeli

Member Daniel Grenier

Member John Miller

Member Charles Pidgeon

Member Robert Polewski

Member Khassan Saka

Member William Tape

Member Regrets

Member Anthony Arbour

Clerk's Note: Member Joseph Fratangeli participated via video conference, in accordance with Procedure By-law 98-2011 as amended, which allows for electronic participation during a declared emergency.

PARTICIPATING VIA VIDEO CONFERENCE ARE THE FOLLOWING FROM ADMINISTRATION:

Sandra Gebauer, Council Assistant

ALSO PARTICIPATING IN COUNCIL CHAMBERS ARE THE FOLLOWING FROM ADMINISTRATION:

Neil Roberston, Acting City Planner

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Wira Vendrasco, Acting City Solicitor
Shawna Boakes, Executive Director, Operations & Deputy City Engineer
Greg Atkinson, Deputy City Planner
Patrick Winters, Manager, Development
Emilie Dunnigan, Manager Development Revenue & Financial Administration
Brian Nagata, Planner II – Development Review
Laura Strahl, Planner III – Special Projects
Kristina Tang, Planner III – Heritage
Tracy Tang, Planner III – Revitalization & Policy Initiatives
Kevin Alexander, Planner III – Special Projects
Anna Ciacelli, Deputy City Clerk

Delegations—participating via video conference

Item 10.1 – Marcus Letourneau, Consultant, M.R. Letourneau & Associates

Delegations—participating in person

Item 11.7 – Jackie Lassaline, Agent & Planning Consultant
Item 11.8 – Amy Farkas, agent, Dillon Consulting

1. CALL TO ORDER

The Chairperson calls the meeting of the Development & Heritage Standing Committee to order at 4:31 o'clock p.m.

2. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

None disclosed.

3. REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS

None requested.

4. COMMUNICATIONS

None presented.

5. ADOPTION OF THE *PLANNING ACT* MINUTES

5.1. Adoption of the Development & Heritage Standing Committee (*Planning Act Matters*) meeting minutes held November 6, 2023

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Moved by: Councillor Fred Francis

Seconded by: Councillor Angelo Marignani

THAT the *Planning Act* minutes of the Development & Heritage Standing Committee meeting held November 6, 2023 **BE ADOPTED** as presented.

Report Number: SCM 309/2023

7. PLANNING ACT MATTERS

7.1. Zoning By-law amendment for lands known as 2500 Central Avenue; Applicant - CARBOHYDRATE LTD.; File No. Z-015/23 (ZNG/7013); Ward 5

Moved by: Councillor Mark McKenzie

Seconded by: Councillor Kieran McKenzie

Decision Number: **DHSC 571**

- I. THAT the request by Carbohydrate Ltd. for amendment to Zoning By-law 8600 **BE APPROVED** to change the zoning for the property described as East Part of Lot 103, Concession 2, [PIN 01359-0297 (LT)], located on the southeast corner of Central Avenue and Somme Avenue, by adding the following site-specific zoning provision with a holding symbol (H) to permit *Automobile Detailing Service* and *Automobile Repair Garage* as additional permitted uses on the subject land:

“494. SOUTHEAST CORNER OF CENTRAL AVENUE AND SOMME AVENUE

For the lands comprising East Part of Lot 103, Concession 2, [PIN 01359-0297 (LT)], *Automobile Detailing Service* and *Automobile Repair Garage* shall be permitted within the existing building subject to the following:

- a. An *Automobile Detailing Service* or *Automobile Repair Garage* operation that generates dust, fumes, noise, odour, or vibration that is evident outside the existing building, is prohibited.
- b. Notwithstanding section 5.99.7 of Zoning By-law 8600, the storage or display of four or less automobiles for sale, lease or rental purposes within the existing building shall be permitted as an accessory use to an *Automobile Repair Garage*.
- c. Section 18.4.3 shall apply.

[ZDM 11; ZNG-7013]”

- II. THAT the holding (H) symbol **BE REMOVED** when the applicant/owner submits an application to remove the holding (H) symbol and the following conditions are satisfied:

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Development & Heritage Standing Committee Monday, December 04, 2023

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- a) *Land Conveyance* - The owner(s) shall gratuitously convey to the Corporation, a 7-meter strip of land along the entire Central Avenue frontage of the subject lands.
- b) *Corner Cut-off* – The owner(s) shall gratuitously convey a 4.6m x 4.6m corner cut-off at the intersection of Central Ave and Somme Ave in accordance with the City of Windsor Standard Drawing AS-230
- c) *Encroachment Agreement*- The owner shall execute an agreement with the Corporation for the proposed encroachments into the right-of-way.

III. THAT the request of Carbohydrate Ltd. to amend the Zoning By-law 8600 by adding a *Motor Vehicle Dealership or Automobile Sales Lot* as additional permitted use on the subject land **BE DENIED** for reasons noted in this report.

Carried.

Report Number: S 157/2023
Clerk's File: Z/14698

There being no further business the meeting of the Development & Heritage Standing Committee (*Planning Act* Matters) portion is adjourned at 4:33 o'clock p.m.

The Chairperson calls the *Heritage Act* Matters portion of the Development & Heritage Standing Committee meeting to order at 4:35 o'clock p.m.

8. ADOPTION OF THE MINUTES

8.1. Adoption of the Development & Heritage Standing Committee meeting minutes held September 11, 2023

Moved by: Member William Tape

Seconded by: Member Khassan Saka

THAT the minutes of the Development & Heritage Standing Committee meeting held September 11, 2023 **BE ADOPTED** as presented.

Carried.

Report Number: SCM 255/2023

8.2. Adoption of the Development & Heritage Standing Committee meeting minutes held October 3, 2023

Moved by: Councillor Fred Francis

Seconded by: Councillor Angelo Marignani

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Development & Heritage Standing Committee Monday, December 04, 2023

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THAT the minutes of the Development & Heritage Standing Committee meeting held October 3, 2023 **BE ADOPTED** as presented.
Carried.

Report Number: SCM 267/2023

8.3. Adoption of the Development & Heritage Standing Committee meeting minutes held November 6, 2023

Moved by: Councillor Mark McKenzie
Seconded by: Councillor Fred Francis

THAT the minutes of the Development & Heritage Standing Committee meeting held November 6, 2023 **BE ADOPTED** as presented.
Carried.

Report Number: SCM 293/2023

10. HERITAGE ACT MATTERS

10.1. Walkerville Heritage Conservation District Study Presentation & Updates

Marcus Letourneau, Consultant, M. R. Letourneau & Associates appears before the Development & Heritage Standing Committee regarding the presentation "Walkerville Heritage Conservation District Study" to outline the process of the study, give background context and to provide details regarding What is a Heritage Conservation District and What is the HCD study process; The HCD process does not have a predetermined outcome; Characteristics of Heritage Conservation Districts; History of Conservation Districts; The *Ontario Heritage Act* mandates; The Process; Why Walkerville?; History of Special Projects and studies in Walkerville; Scope of work; Walkerville Historical Themes and Features and a summary of the Consultation process to date.

Councillor Mark McKenzie inquires as to the next steps in the process Mr. Letourneau indicates that they are going to compile the information, do historical research with staff, finishing some of the inventory work and in the new year bring forward some of the recommendations and findings from the process and provide recommendations for next steps.

Councillor Kieran McKenzie inquires as to what extent does the Provincial deadline with respect to heritage properties impact this timeline and how much pressure does that put on the City to get through this process in a timely manner. Mr. Letourneau indicates that they have posed that question to the ministry and as of January 1, 2025 any listed properties would fall off the register and would no longer be protected under the *Ontario Heritage Act*. Mr. Letourneau indicates that does not preclude that the City can't move forward with designation, it just means that the City can't relist those properties. This doesn't stop a heritage conservation district from adding formerly listed properties, but it comes from the protections that are in place for those listed properties if the

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January 1, 2025 deadline is not met. Mr. Letourneau adds that by the end of 2024 they hope to have some sense of where recommendations would go.

Councillor Kieran McKenzie inquires whether they plan to have the consultation process brought forward to council for approval before the December 31st deadline. Mr. Letourneau indicates that the expectation is to have the HCD process brought forward by May or June 2024 to make a recommendation if the findings are to move forward within the HCD guidelines.

Councillor Kieran McKenzie requests clarification related to the process for the property owners that would be required for any property not currently listed. Mr. Letourneau indicates that as part of the inventory process they would work with the community to identify contributing properties to the district that may or may not already be listed and to identify non-contributing properties which may exclude properties from the district.

Councillor Kieran McKenzie inquires about the process for properties that are currently listed or designated and how the City will deal with those properties. Mr. Letourneau indicates that within the process there may be properties that were listed or designated that may not be significant and how they would deal with such properties which will be identified through the process.

Moved by: Councillor Mark McKenzie

Seconded by: Councillor Angelo Marignani

Decision Number: **DHSC 581**

THAT the Walkerville Heritage Conservation District Study Presentation & Updates **BE RECEIVED.**

Carried.

Clerk's File: MBA2023

There being no further business the meeting of the Development & Heritage Standing Committee (*Heritage Act* Matters) portion is adjourned at 5:02 o'clock p.m.

The Chairperson calls the Administrative Items portion of the Development & Heritage Standing Committee meeting to order at 5:02 o'clock p.m.

11. ADMINISTRATIVE ITEMS

11.8. Ford City CIP Application for 677 St. Luke Street. Owner: Vito Maggio Holdings Inc. (Bill Maggio) (c/o Dillon Consulting Limited; Amy Farkas) – Ward 5

Amy Farkas, Agent, Dillon Consulting

Amy Farkas, Agent, Dillon Consulting, appears before Council regarding the administrative report dated November 9, 2023 entitled, "Ford City CIP Application for 677 St. Luke Street. Owner: Vito

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Maggio Holdings Inc. (Bill Maggio) (c/o Dillon Consulting Limited; Amy Farkas) – Ward 5” and is available for questions.

Moved by: Councillor Mark McKenzie

Seconded by: Councillor Angelo Marignani

Decision Number: **DHSC 579**

- I. THAT the request for incentives under the Ford City CIP Financial Incentive Programs made by Vito Maggio Holdings Inc., (c/o: Bill Maggio), Owner of the property located at 677 St. Luke Street **BE APPROVED**, for the following incentive programs:
 - i. Municipal Development Fees Grant Program to a maximum amount of \$20,000;
 - ii. Building/Property Improvement Tax Increment Grant Program for 100% of the municipal portion of the tax increment for up to 10 years in an estimated amount of \$4,789 per year.
- II. THAT Administration **BE AUTHORIZED** to prepare the agreement between the City and Vito Maggio Holdings Inc., (C/O: Amy Farkas; Dillon Consulting Limited) to implement the *Building/Property Improvement Tax Increment Grant Program* (only) in accordance with all applicable policies, requirements to the satisfaction of the City Planner as to content, the City Solicitor as to legal form, and the CFO/City Treasurer as to financial implications;
- III. THAT the CAO and City Clerk **BE AUTHORIZED** to sign the Grant Agreement(s) in content satisfactory to the City Planner, in financial content to the satisfaction of the City Treasurer and in form satisfactory to the City Solicitor;
- IV. THAT funds in the amount of up to a maximum of \$20,000 under the *Municipal Development Fees Grant Program* **BE TRANSFERRED** from the CIP Reserve Fund 226 to the Ford City CIP Fund (Project #7181046) once the work is completed; and,
- V. THAT grants **BE PAID** to Vito Maggio Holdings Inc. upon the completion of the of the two (2) storey warehouse building from the Ford City CIP Fund (Project #7181046) to the satisfaction of the City Planner and Chief Building Official; and,
- VI. THAT grants approved **SHALL LAPSE** if the applicant has not completed the work and fulfilled the conditions within 2 years of the approval date. Extensions will be considered at the discretion of the City Planner.

Carried.

Report Number: S 151/2023
Clerk's File: SPL2023

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11.2 Closure of part of north/south alley located between College Avenue and Grove Avenue, Ward 2, SAA-6923

Brian Nagata, Planner II-Development Review appears before the Development & Heritage Standing Committee regarding the administrative report entitled “Closure of part of north/south alley located between College Avenue and Grove Avenue, Ward 2, SAA-6923” and indicates that he spoke with the owner of the affected property and he is opposed to the recommendation, if they decided to build an Additional Dwelling Unit in the future, they would like the tenants to be able to have access to the alley, however that criteria would not deem an alley ineligible for closure.

Councillor Kieran McKenzie inquires as to what extent proceeding with the closure potentially creates any legal exposure as it relates to one of the impacted residents raising question of notice and timeline. Mr. Nagata indicates that the proponents would have been issued notice of application several months ago and as a courtesy we also issue notice of public meeting. Administration did not receive any correspondence from the property owner leading up to the meeting with any objections.

Councillor Kieran McKenzie inquires whether there was an email from the property owner included in the report highlighting their strenuous objection, and is concerned that this may create a challenge for the City moving forward. Mr. Nagata indicates that they don't foresee any risk moving forward as the objections would not satisfy the criteria to keep the alley open and despite the objection, it would not change the administrative recommendation to close the alley. Mr. Nagata adds that there is no legislative requirement for street and alley closures to issue notice, the City does it as a courtesy.

Councillor Jim Morrison requests clarification related to notification if the item is deferred. Mr. Nagata indicates yes, the City would send the notice of public meeting again.

The Chair acknowledges a member of the public gallery who wishes to speak.

Albert Janisse, Ward 2 resident

Albert Janisse, Ward 2 resident appears before the Development & Heritage Standing Committee regarding the administrative report entitled “Closure of part of north/south alley located between College Avenue and Grove Avenue, Ward 2, SAA-6923” and indicates that he is the applicant and states that he did not receive notification of the meeting today. Mr. Nagata will follow up with the resident related to the notification.

Councillor Angelo Marignani requests clarification as to the different costs related to various alley closures. Mr. Nagata indicates that the cost is it is based on zoning at current market value.

Moved by: Councillor Fred Francis

Seconded by: Councillor Mark McKenzie

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Decision Number: **DHSC 573**

- I. THAT the approximately 86.0 metre portion of the 3.05-metre-wide north/south alley located between College Avenue and Grove Avenue, and shown on Drawing No. CC-1827 (attached hereto as Appendix "A"), and hereinafter referred to as the "subject alley", **BE ASSUMED** for subsequent closure;
- II. THAT the subject alley **BE CLOSED AND CONVEYED** to the abutting property owners and as necessary, in a manner deemed appropriate by the City Planner, subject to the following:
 - a. 3.0-metre-wide easement, measured 1.50 metres from either side of the following utility infrastructure, subject to there being accepted in the City's standard form and in accordance with the City's standard practice, be granted to:
 - i. Bell Canada to accommodate existing aerial facilities;
 - ii. ENWIN Utilities Ltd. to accommodate existing overhead 16kV and 120/240-volt distribution, poles and down guy wires; and
 - iii. MNSi. to accommodate existing aerial infrastructure.
- III. THAT Conveyance Cost **BE SET** as follows:
 - a. For alley conveyed to abutting lands zoned RD3.1, \$20.00 per square foot without easements plus HST (if applicable) and proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor, and \$10.00 per square foot with easements plus HST (if applicable) and proportionate share of the survey costs as Item No. 11.2 invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor.
 - b. For alley conveyed to abutting lands zoned RD1.3, \$1.00 plus HST (if applicable), deed preparation fee and proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor.
- IV. THAT The City Planner **BE REQUESTED** to supply the appropriate legal description, in accordance with Drawing No. CC-1827, *attached* hereto as Appendix "A";
- V. THAT The City Solicitor **BE REQUESTED** to prepare the necessary by-law(s);
- VI. THAT The Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign all necessary documents approved as to form and content satisfactory to the City Solicitor;
- VII. THAT the matter **BE COMPLETED** electronically pursuant to By-law Number 366-2003.

Report Number: S 141/2023
Clerk's File: SAA2023

11.7. Sandwich CIP/Demolition Control By-law Exemption Report-731 Mill St; Owners: Ravindranath and Usha Thayyil (c/o Roshan Thayyil)

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Jackie Lassaline, Agent & Planning Consultant

Jackie Lassaline, Agent & Planning Consultant, appears before Council regarding the administrative report dated November 6, 2023 entitled, "Sandwich CIP/Demolition Control By-law Exemption Report 731 Mill Street; Owners: Ravindranath and Usha Thayyil (c/o Roshan Thayyil)" and is available for questions.

Moved by: Councillor Mark McKenzie

Seconded by: Councillor Angelo Marignani

Decision Number: **DHSC 578**

- I. THAT the Chief Building Official **BE AUTHORIZED** to issue a Demolition Permit to the registered owner Ravindranath and Usha Thayyil (c/o Roshan Thayyil), to demolish a Single Family Detached Dwelling located at 731 Mill Street (see Appendix 'A'), to construct a two (2) story six (6) unit dwelling (See Appendix 'B')
- II. THAT any minor changes **BE SUBJECT** to the approval of the City Planner and Chief Building Official at the time of issuance of the Building Permit;
- III. THAT the Chief Building Official **BE DIRECTED** to require, as a condition of the demolition permit:
 - i. The redevelopment identified in Appendix 'B' and Site Plan be substantially complete within two (2) years following the issuance of the demolition permit;
 - ii. If the redevelopment, including construction of a new building, is not substantially complete within two (2) years of the commencement of the demolition the Clerk will enter the sum of Twenty Thousand Dollars (\$20,000) on the collectors roll of the property and prepare a certificate for registration;
- IV. THAT the City Solicitor **BE DIRECTED** to register the certificate in the land registry office against the property;
- V. THAT the request for incentives under the Sandwich Incentive Program made by the registered owner Ravindranath Thayyil of the property located at 731 Mill Street, **BE APPROVED** for the following programs:
 - i. *Development and Building Fees Grant* for 100% of the Development and Building Fees identified in the Sandwich CIP to a Maximum amount of \$20,000;
 - ii. *Revitalization Grant Program* for 70% of the municipal portion of the tax increment for up to 10 years (estimated at \$3,764.5 per year);

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- VI. THAT the CAO and City Clerk **BE AUTHORIZED** to sign the Sandwich Incentive Program Agreement for the *Revitalization Grant* in accordance with all applicable policies, requirements, and provisions contained within the Olde Sandwich Towne Community Improvement Plan to the satisfaction of the City Planner as to content, the City Solicitor as to legal form, and the CFO/City Treasurer as to financial implication;
- VII. THAT funds to a maximum amount of \$20,000 under the *Development Building Fees Grant Program* **BE TRANSFERRED** from the CIP Reserve Fund 226 to the *Sandwich Community Development Plan Fund* (Project 7076176) once the work is completed;
- VIII. THAT grants **BE PAID** to Ravindranath Thayyil upon completion of the two (2) story six (6)-unit single family dwelling from the *Sandwich Community Development Plan Fund* (Account 7076176) to the satisfaction of the City Planner and Chief Building Official; and,
- IX. THAT grants approved **SHALL LAPSE** if the applicant has not completed the work and fulfilled the conditions within 2 years of the approval date. Extensions may be at the discretion of the City Planner.

Carried.

Report Number: S 143/2023
Clerk's File: SPL2023

11.1. Closure of east/west alley located between Elsmere Avenue and 888 Hanna Street East, and north/south alley located immediately north of east/west alley, Ward 4, SAA-6925

Moved by: Councillor Fred Francis

Seconded by: Councillor Angelo Marignani

Decision Number: **DHSC 572**

- I. THAT the 3.96-metre-wide east/west alley located between Elsmere Avenue and the east limit of Lot 44 on Registered Plan 622, and shown on Drawing No. CC-1829 (*attached* hereto as Appendix "A"), and hereinafter referred to as the "subject east/west alley", **BE ASSUMED** for subsequent closure;
- II. THAT the subject east/west alley **BE CLOSED AND CONVEYED** to the abutting property owners and as necessary, in a manner deemed appropriate by the City Planner, subject to the following:
- a. 3.0-metre-wide easement, measured 1.50 metres from either side of the following utility infrastructure, subject to there being accepted in the City's standard form and in accordance with the City's standard practice, be granted to:
 - i. ENWIN Utilities Ltd. to accommodate existing overhead 120/240V and 600/347V hydro pole distribution; and
 - ii. MNSi. to accommodate existing aerial infrastructure.

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- III. THAT the 4.57-metre-wide east/west alley located between the subject east/west alley and the west limit of the property known municipally as 888 Hanna Street East (legally described as Lots 137 to 139, and Part of Lot 136 & Closed Alley, Registered Plan 937), and shown on Drawing No. CC-1829 (*attached* hereto as Appendix "A"), and hereinafter referred to as the "subject centre alley", **BE ASSUMED** for subsequent closure;
- IV. THAT the subject centre alley **BE CLOSED AND CONVEYED** to the owner of the property known municipally as 888 Hanna Street East and as necessary, in a manner deemed appropriate by the City Planner, subject to the following:
- a. 3.0-metre-wide easement, measured 1.50 metres from either side of the following utility infrastructure, subject to there being accepted in the City's standard form and in accordance with the City's standard practice, be granted to:
 - i. Bell Canada to protect existing buried and aerial facilities;
 - ii. ENWIN Utilities Ltd. to accommodate existing overhead 120/240V and 600/347V hydro pole distribution; and
 - iii. MNSi. to accommodate existing aerial infrastructure.
- V. THAT the 4.57-metre-wide north/south alley located between the subject centre alley and the south limit of the closed east/west alley shown on Registered Plan 937, and shown on Drawing No. CC-1829 (*attached* hereto as Appendix "A"), and hereinafter referred to as the "subject north/south alley", **BE ASSUMED** for subsequent closure;
- VI. THAT the subject north/south alley **BE CLOSED AND CONVEYED** to the abutting property owners and as necessary, in a manner deemed appropriate by the City Planner, subject to the following:
- a. 3.0-metre-wide easement, measured 1.50 metres from either side of the following utility infrastructure, subject to there being accepted in the City's standard form and in accordance with the City's standard practice, be granted to:
 - i. Bell Canada to protect existing buried and aerial facilities;
 - ii. ENWIN Utilities Ltd. to accommodate existing overhead 120/240V and 600/347V hydro pole distribution; and
 - iii. MNSi. to accommodate existing aerial infrastructure.
 - b. 6.0-metre-wide easement, measured 3.00 metres from either side of the following utility infrastructure, subject to there being accepted in the City's standard form and in accordance with the City's standard practice, be granted to:
 - i. The Corporation of the City of Windsor to accommodate existing 1,975.0 millimetre reinforced concrete storm sewer.

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VII. THAT Conveyance Cost **BE SET** as follows:

- a. For alley conveyed to abutting lands zoned CD2.2, \$20.00 per square foot without easements plus HST (if applicable) and proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor, and \$10.00 per square foot with easements plus HST (if applicable) and proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor.

VIII. THAT The City Planner **BE REQUESTED** to supply the appropriate legal description, in accordance with Drawing No. CC-1829, *attached* hereto as Appendix "A";

IX. THAT The City Solicitor **BE REQUESTED** to prepare the necessary by-law(s);

X. THAT The Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign all necessary documents approved as to form and content satisfactory to the City Solicitor;

XI. THAT the matter **BE COMPLETED** electronically pursuant to By-law Number 366-2003.
Carried.

Report Number: S 140/2023
Clerk's File: SAA2023

11.3. Conveyance of north/south alley located south of Closed Manitoba Street R.O.W., Ward 10, Closed by Judge's Order No. 2970/87

Moved by: Councillor Angelo Marignani
Seconded by: Councillor Fred Francis

Decision Number: **DHSC 574**

II. THAT the 4.27-metre-wide north/south alley located between the Closed Manitoba Street right-of-way and the property known municipally as 1954 Huron Church Road (legally described as Lots 97 to 101 and Part of Lots 5 to 7, 96 & Closed Alley, Plan 997), closed by Judge's Order No. 2970/87, registered on February 19, 1988, and shown on Drawing No. CC-1842 (*attached* hereto as Appendix "A"), **BE CONVEYED** to the abutting property owners and as necessary, in a manner deemed appropriate by the City Planner, subject to the following:

- a. 3.0-metre-wide easement, measured 1.50 metres from either side of the following utility infrastructure, subject to there being accepted in the City's standard form and in accordance with the City's standard practice, be granted to:
 - i. ENWIN Utilities Ltd. to accommodate existing overhead plant;
 - ii. Owner of the property known municipally as 0 Huron Church Road (legally described as Lot 3 and Part of Lot 4 & Closed Alley, Plan 997; Parts 1, 3 & 4,

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-
- RP 12R-17003) to accommodate southerly utility pole and overhead wires serving the standalone billboard on the said property;
- iii. Owner of the property known municipally as 0 Huron Church Road (legally described as Lot 11, Plan 948) to accommodate northerly utility pole and overhead wires serving the two (2) standalone billboards on the said property; and
 - iv. Owner of the property known municipally as 1954 Huron Church Road (legally described as Part of Lots 5 to 7, 96, 97 to 101 & Closed Alley, Plan 997) to accommodate the aforesaid southerly utility pole and overhead wires serving the motel (Bestway Motel) on the said property.
- III. THAT Conveyance Cost **BE SET** as follows:
- a. For alley conveyed to abutting lands zoned CD4.3, \$16.00 per square foot without easements plus HST (if applicable) and proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor, and \$8.00 per square foot with easements plus HST (if applicable) and proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor.
- IV. THAT The City Planner **BE REQUESTED** to supply the appropriate legal description, in accordance with Drawing No. CC-1842, *attached* hereto as Appendix "A";
- V. THAT The City Solicitor **BE REQUESTED** to prepare the necessary by-law(s);
- VI. THAT The Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign all necessary documents approved as to form and content satisfactory to the City Solicitor;
- VII. THAT the matter **BE COMPLETED** electronically pursuant to By-law Number 366-2003.
Carried.

Report Number: S 148/2023
Clerk's File: SAA2023

11.4. University Avenue West and Wyandotte Street West Community Improvement Plan Grant Applications made by 1229 University (Windsor) Inc. (Brigitte Ebner Dia) for 1223 University Ave West (Ward 3)

Moved by: Councillor Angelo Marignani
Seconded by: Councillor Fred Francis

Decision Number: **DHSC 575**

- I. THAT the request made by 1229 University (Windsor) Inc. (Brigitte Ebner Dia) (Owner) for the proposed development at 1223 University Ave West to participate in the:

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- a. Building/Property Improvement Tax Increment Grant Program **BE APPROVED** for 100% of the municipal portion of the tax increment resulting from the proposed development for up to five (5) years in accordance with the University Avenue and Wyandotte Street Community Improvement Plan.
 - b. Commercial/Mixed Use Building Facade Improvement Program **BE APPROVED** for grants for up to 50% of the eligible costs of the facade improvements on the commercial unit, up to a maximum of \$20,000.
- II. THAT Administration **BE DIRECTED** to prepare the agreement between the City and 1229 University (Windsor) Inc. (Owner) to implement the Building/Property Improvement Tax Increment Grant Program at 1223 University Ave West in accordance with all applicable policies, requirements, and provisions contained within the University Avenue and Wyandotte Street Community Improvement Plan.
 - III. THAT the CAO and City Clerk **BE AUTHORIZED** to sign the Building/Property Improvement Tax Increment Grant Program and the Commercial/Mixed Use Building Facade Improvement Grant Program at 1223 University Ave West to the satisfaction of the City Planner as to content, the City Solicitor as to legal form, and the CFO/City Treasurer as to financial implications.
 - IV. THAT should the facade improvements not be completed within 18 months, City Council **AUTHORIZE** that the funds under the Commercial/Mixed Use Building Facade Improvement Program be uncommitted and made available for other applications.
 - V. THAT the approval to participate in the Building/Property Improvement Tax Increment Grant Program **EXPIRE** if the grant agreement is not signed by applicant within one year following Council approval. The City Planner may extend the deadline for up to one year upon request from the applicant.

Carried.

Report Number: S 139/2023
Clerk's File: SPL2023

11.5. Brownfield Redevelopment Community Improvement Plan (CIP) application submitted by Baird AE Inc. on behalf of Bullet Investments Inc. for 285 and 0 Giles Boulevard East (Ward 3)

Councillor Kieran McKenzie requests clarification related to developers not proceeding and the implications with respect to the grant that is provided by the city, and whether it poses a form of risk to the city. Greg Atkinson, Manager of Development appears before the Development & Heritage Standing Committee regarding the administrative report entitled "Brownfield Redevelopment Community Improvement Plan (CIP) application submitted by Baird AE Inc. on behalf of Bullet Investments Inc. for 285 and 0 Giles Boulevard East (Ward 3)" and indicates that if the developer discovers something significant on the environmental assessment which makes the project no longer economically viable, the property owner would make the decision, if Phase 2 is submitted

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the grant will be issued, if there is some issue during the study in phase 2, the city is able to share the information with any future owner of the property which is very valuable to have in the future development of the site.

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Mark McKenzie

Decision Number: **DHSC 576**

- I. THAT the request made by Baird AE Inc. on behalf of Bullet Investments Inc. to participate in the Environmental Site Assessment Grant Program **BE APPROVED** for the completion of a proposed Phase II Environmental Site Assessment Study and Designated Substances Survey for the properties located at 285 and 0 Giles Boulevard East pursuant to the City of Windsor Brownfield Redevelopment Community Improvement Plan;
- II. THAT the City Treasurer **BE AUTHORIZED** to issue payment up to a maximum of \$18,450 based upon the completion and submission of a Phase II Environmental Site Assessment Study and Designated Substances Survey completed in a form acceptable to the City Planner and City Solicitor;
- III. THAT the grant funds in the amount of \$18,450 under the Environmental Site Assessment Grant Program **BE TRANSFERRED** from the CIP Reserve Fund 226 to Brownfield Strategy Remediation (project 7069003) when the eligible work is completed to the satisfaction of the City Planner;
- IV. THAT should the proposed Phase II Environmental Site Assessment Study and Designated Substances Survey not be completed within two (2) years of Council approval, the approval **BE RESCINDED** and the funds be uncommitted and made available for other applications.
Carried.

Report Number: S 152/2023
Clerk's File: SPL2023

11.6. Brownfield Redevelopment Community Improvement Plan (CIP) application submitted by 1362279 Ontario Ltd. for 555 University Avenue East and 304 & 314, 322, 0, and 390 Glengarry Avenue (Ward 3)

Moved by: Councillor Mark McKenzie
Seconded by: Councillor Angelo Marignani

Decision Number: **DHSC 577**

- I. THAT the request made by 1362279 Ontario Ltd. to participate in the Environmental Site Assessment Grant Program **BE APPROVED** for the completion of a proposed Phase II Environmental Site Assessment Study and Remedial Work Plan for the properties located at 555 University Avenue East and 304 & 314, 322, 0, and 390 Glengarry Avenue pursuant to the City of Windsor Brownfield Redevelopment Community Improvement Plan;

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- II. THAT the City Treasurer **BE AUTHORIZED** to issue payment up to a maximum of \$21,950 based upon the completion and submission of a Phase II Environmental Site Assessment Study and Remedial Work Plan completed in a form acceptable to the City Planner and City Solicitor;
- III. THAT the grant funds in the amount of \$21,950 under the Environmental Site Assessment Grant Program **BE TRANSFERRED** from the CIP Reserve Fund 226 to Brownfield Strategy Remediation (project 7069003) when the eligible work is completed to the satisfaction of the City Planner;
- IV. THAT should the proposed Phase II Environmental Site Assessment Study and Remedial Work Plan not be completed within two (2) years of Council approval, the approval **BE RESCINDED** and the funds be uncommitted and made available for other applications.

Carried.

Report Number: S 153/2023
Clerk's File: SPL2023

11.9. Amendment to the Sandwich Demolition Control By-law 20-2007

Councillor Kieran McKenzie requests clarification about the by-law and the ongoing intent of the creation of the by-law which was to ensure that the residential parts of sandwich town are protected from being demolished and confirmation that residential properties in manufacturing districts are exempt from the by-law. Administration indicates that is correct.

Moved by: Councillor Kieran McKenzie

Seconded by: Councillor Angelo Marignani

Decision Number: **DHSC 580**

- II. THAT By-law 20-2007, being a Demolition Control By-law for the Olde Sandwich Towne Community Planning Study Area **BE AMENDED** to include a new section that will exempt existing dwelling units located on property zoned Manufacturing District (MD) in Zoning By-law 8600 from Demolition Control By-law 20-2007

Carried.

Report Number: S 162/2023
Clerk's File: Z/8581

12. COMMITTEE MATTERS

None Presented.

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13. QUESTION PERIOD

None Registered.

14. ADJOURNMENT

There being no further business the meeting of the Development & Heritage Standing Committee (Administrative Items) is adjourned at 5:23 o'clock p.m. The next meeting of the Development & Heritage Standing Committee will take place on January 8, 2024.
Carried.

Ward 10 – Councillor Jim Morrison
(Chairperson)

Deputy City Clerk / Supervisor of
Council Services



Committee Matters: SCM 7/2024

Subject: Adoption of the Development & Heritage Standing Committee minutes of its meeting held January 8, 2023

Development & Heritage Standing Committee Meeting

Date: Monday, January 08, 2024

Time: 4:30 o'clock p.m.

Members Present:

Councillors

Ward 1 - Councillor Fred Francis

Ward 4 - Councillor Mark McKenzie

Ward 7 - Councillor Angelo Marignani

Ward 9 - Councillor Kieran McKenzie

Ward 10 - Councillor Jim Morrison (Chairperson)

Members

Member Anthony Arbour

Member Daniel Grenier

Member Regrets

Member Robert Polewski

Clerk's Note: Member Daniel Grenier participated via video conference, in accordance with Procedure By-law 98-2011 as amended.

PARTICIPATING VIA VIDEO CONFERENCE ARE THE FOLLOWING FROM ADMINISTRATION:

Sandra Gebauer, Council Assistant

Brian Nagata, Planner II – Development Review

ALSO PARTICIPATING IN COUNCIL CHAMBERS ARE THE FOLLOWING FROM ADMINISTRATION:

Jelena Payne, Commissioner, Economic Development

Neil Robertson, Acting City Planner

Greg Atkinson, Deputy City Planner

Wira Vendrasco, Acting City Solicitor

Shawna Boakes, Executive Director Operations/Deputy City Engineer

Patrick Winters, Manager Development

Laura Strahl, Planner III – Special Projects

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Kevin Alexander, Planner III – Special Projects
Tracey Tang, Planner II – Revitalization & Policy Initiatives
Anna Ciacelli, Deputy City Clerk

1. CALL TO ORDER

The Chairperson calls the meeting of the Development & Heritage Standing Committee to order at 4:30 o'clock p.m.

2. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

None disclosed.

3. REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS

3.1. Application for Approval of the Conversion of an existing Non-Residential Building at 1500 Ouellette Avenue to a Residential and Commercial Plan of Condominium; Applicant - Ryan Michael Solcz Prof. Corp; File No. CDM-004/22 [CDM/6939]; Ward 3

Moved by: Councillor Fred Francis
Seconded by: Councillor Mark McKenzie

Decision Number: **DHSC 582**

THAT the report of the Senior Planner – Subdivisions dated May 12, 2023 entitled “Application for Approval of the Conversion of an existing Non-Residential Building at 1500 Ouellette Avenue to a Residential and Commercial Plan of Condominium; Applicant - Ryan Michael Solcz Prof. Corp; File No. CDM-004/22 [CDM/6939]; Ward 3” **BE WITHDRAWN.**

Carried.

Report Number: S 62/2023
Clerk’s File: Z/14543

4. COMMUNICATIONS

None presented.

5. ADOPTION OF THE *PLANNING ACT* MINUTES

None presented.

6. PRESENTATION DELEGATIONS (*PLANNING ACT* MATTERS)

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None presented.

7. **PLANNING ACT MATTERS**

None presented.

There being no further business the meeting of the Development & Heritage Standing Committee (*Planning Act Matters*) portion is adjourned at 4:31 o'clock p.m.

The Chairperson calls the Administrative Items portion of the Development & Heritage Standing Committee meeting to order at 4:32 o'clock p.m.

8. **ADOPTION OF THE MINUTES**

None presented.

10. **HERITAGE ACT MATTERS**

None presented.

11. **ADMINISTRATIVE ITEMS**

11.1. **Downtown CIP/Demolition Control By-law Exemption Report-527 Marentette Ave; Owner: Fouad Badour**

Moved by: Councillor Angelo Marignani

Seconded by: Councillor Fred Francis

Decision Number: **DHSC 583**

- I. THAT the Chief Building Official **BE AUTHORIZED** to issue a demolition permit to the registered owner Fouad Badour for the single unit dwelling located at 527 Marentette Avenue to facilitate the construction of a two (2) story eight (8) unit dwelling.
- II. THAT any minor changes **BE SUBJECT** to the approval of the City Planner and Chief Building Official at the time of issuance of the Building Permit.
- III. THAT the Chief Building Official **BE DIRECTED** to require, as a condition of the demolition permit:
 - a. The redevelopment identified in Appendix 'B' be substantially complete within two (2) years following the issuance of the demolition permit;

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-
- b. If the redevelopment, including construction of a new building, is not substantially complete within two (2) years of the commencement of the demolition the Clerk enter the sum of Twenty Thousand Dollars (\$20,000) on the collectors roll of the property;
- IV. THAT the City Solicitor **BE DIRECTED** to register a notice of Condition #2 in the land registry office against the property in the event that the redevelopment is not substantially complete within two (2) years following the commencement of the demolition.
- V. THAT the request made by Fouad Badour for the proposed development at 0, 507, 527 Marentette Avenue, to participate in:
- a. the Building/Property Improvement Tax Increment Grant Program **BE APPROVED** for 100% of the municipal portion of the tax increment resulting from the proposed development for up to five (5) years or until 100% of the eligible costs are repaid pursuant to the Downtown Windsor Enhancement Strategy and Community Improvement Plan;
 - b. the New Residential Development Grant Program **BE APPROVED** for \$20,000 towards eligible costs of eight (8) new residential units (\$2,500 per new residential units) pursuant to the Downtown Windsor Enhancement Strategy and Community Improvement Plan.
- VI. THAT Administration **BE DIRECTED** to prepare the agreements between the City and Fouad Badour to implement the Building/Property Improvement Tax Increment Grant Programs at 0, 507, 527 Marentette Avenue in accordance with all applicable policies, requirements, and provisions contained within the Downtown Windsor Enhancement Strategy and Community Improvement Plan.
- VII. THAT the CAO and City Clerk **BE AUTHORIZED** to sign the Building/Property Improvement Tax Increment Grant Program agreements at 0, 507, 527 Marentette Avenue to the satisfaction of the City Planner as to content, the City Solicitor as to legal form, and the City Treasurer as to financial implications.
- VIII. THAT the City Treasurer **BE AUTHORIZED** to issue payment of \$20,000 for grants under the New Residential Development Grant Program for 0, 507, 527 Marentette Avenue to Fouad Badour upon completion of the eight (8) new residential units subject to the satisfaction of the City Planner and Chief Building Official.
- IX. THAT Grant funds in the amount of \$20,000 under the New Residential Development Grant Program **BE TRANSFERRED** from the CIP Reserve Fund 226 to the City Centre Community Development Planning Fund (Project #7011022) when work is completed.
- X. THAT the approval to participate in the Building/Property Improvement Tax Increment Grant Program **EXPIRE** if the grant agreement is not signed by applicant within one year following

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Council approval. The City Planner may extend the deadline for up to one year upon request from the applicant.

- XI. THAT should the new residential units not be completed in two (2) years, City Council **AUTHORIZE** that the funds under the New Residential Development Grant Program be uncommitted and made available for other applications.

Carried.

Report Number: S 165/2023

Clerk's File: SPL2023

11.2. Closure of part of east/west alley located between Leonard Road and George Avenue, Ward 5, SAA-7136

Councillor Kieran McKenzie requests clarification related to the discrepancy between the recommendation and the comments from transportation planning who are opposing closure of the alley from a traffic operation and security standpoint. Brian Nagata, Planner II Development Review, appears via video conference before the Development & Heritage Standing Committee regarding the administrative report "Closure of part of east/west alley located between Leonard Road and George Avenue, Ward 5, SAA-7136" and indicates that the comments were included as a measure of transparency. Mr. Nagata adds that notice was issued to all abutting properties and no objections were raised. Mr. Nagata indicates that the alleys are not to be used as cut-through, but only by the property owners and abutting property owners.

Councillor Kieran McKenzie inquires whether Administration will consider potentially allowing a left hand turn at that intersection as a result of the alley closure. Administration indicates that the removal of the restricted left turn would not be recommended due to traffic safety.

Moved by: Councillor Kieran McKenzie

Seconded by: Councillor Mark McKenzie

Decision Number: **DHSC 584**

- I. THAT the 34.42 metre portion of the 5.49-metre-wide east/west alley located between Leonard Road and George Avenue, abutting the property known municipally as 2321 George Avenue (legally described as Lot 89 & Part of Block B, Plan 1088; Part of Block A, Plan 1238), and shown on Drawing No. CC-1841 (*attached* hereto as Appendix "A"), and hereinafter referred to as the "subject alley", **BE ASSUMED** for subsequent closure;
- II. THAT the subject alley **BE CLOSED AND CONVEYED** to the owner of the abutting property known municipally 3995 Tecumseh Road East (legally described as Lots 92 to 93 and Part of Lot 90 & Block B, Plan 1088; Part of Block A, Plan 1238) and as necessary, in a manner deemed appropriate by the City Planner, subject to the following:

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-
- a. 3.0-metre-wide easement, measured 1.50 metres from either side of the following utility infrastructure, subject to there being accepted in the City's standard form and in accordance with the City's standard practice, be granted to:
 - i. Bell Canada to accommodate existing buried facilities;
 - ii. ENWIN Utilities Ltd. to accommodate existing 16kV primary, 120/240V and 347/600V overhead secondary hydro distribution pole line; and
 - iii. MNSi. to accommodate existing overhead infrastructure.
 - b. 6.0-metre-wide easement, measured 3.00 metres from either side of the following utility infrastructure, subject to there being accepted in the City's standard form and in accordance with the City's standard practice, be granted to:
 - i. The Corporation of the City of Windsor to accommodate existing 250.0 millimetre PVC sanitary sewer.
- III. THAT Conveyance Cost **BE SET** as follows:
- a. For alley conveyed to abutting lands zoned CD2.1, \$20.00 per square foot without easements plus HST (if applicable) and proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor, and \$10.00 per square foot with easements plus HST (if applicable) and proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor.
 - b. For alley conveyed to abutting lands zoned RD1.2 is assessed at \$1.00 plus HST (if applicable), deed preparation fee and proportionate share of the survey costs as invoiced to the City by an Ontario Land Surveyor.
- IV. THAT The City Planner **BE REQUESTED** to supply the appropriate legal description, in accordance with Drawing No. CC-1841, *attached* hereto as Appendix "A".
- V. THAT The City Solicitor **BE REQUESTED** to prepare the necessary by-law(s).
- VI. THAT The Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign all necessary documents approved as to form and content satisfactory to the City Solicitor.
- VII. THAT the matter **BE COMPLETED** electronically pursuant to By-law Number 366-2003.
Carried.

Report Number: S 167/2023
Clerk's File: SAA2023

11.3. Sandwich CIP Application Report, 3549 Peter Street; Owners: Roseland Homes LTD (c/o Evanz Minas)

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Moved by: Councillor Mark McKenzie
Seconded by: Councillor Angelo Marignani

Decision Number: **DHSC 585**

- I. THAT the request for incentives under the Sandwich Incentive Program made by the registered owner Roseland Homes LTD (C/O: Evanz Minas) of the property located at 3549 Peter Street, **BE APPROVED** for the following programs:
 - i. *Development and Building Fees Grant* for 100% of the Development and Building Fees identified in the Sandwich CIP to a maximum amount of \$20,000;
 - ii. *Revitalization Grant Program* for 70% of the municipal portion of the tax increment for up to 10 years (+/- \$4,034.8 per year);
- II. THAT the CAO and City Clerk **BE AUTHORIZED** to sign the Sandwich Incentive Program Agreement for the *Revitalization Grant* in accordance with all applicable policies, requirements, and provisions contained within the Olde Sandwich Towne Community Improvement Plan to the satisfaction of the City Planner as to content, the City Solicitor as to legal form, and the City Treasurer as to financial implication;
- III. THAT funds to a maximum amount of \$20,000 under the *Development Building Fees Grant Program* **BE TRANSFERRED** from the CIP Reserve Fund 226 to the *Sandwich Community Development Plan Fund* (Project 7076176) once the work is completed;
- IV. THAT grants **BE PAID** to Roseland Homes LTD upon completion of the one (1) story four (4)-unit single family dwelling from the *Sandwich Community Development Plan Fund* (Account 7076176) to the satisfaction of the City Planner and Chief Building Official; and,
- V. THAT grants approved **SHALL LAPSE** if the applicant has not completed the work and fulfilled the conditions within 2 years of the approval date. Extensions **SHALL BE** given at the discretion of the City Planner.

Carried.

Report Number: S 164/2023
Clerk's File: SPL2023

12. COMMITTEE MATTERS

None presented.

13. QUESTION PERIOD

None registered.

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14. ADJOURNMENT

There being no further business the meeting of the Development & Heritage Standing Committee (Administrative Items) is adjourned at 4:38 o'clock p.m. The next meeting of the Development & Heritage Standing Committee will be held on February 5, 2024.

Carried.

Ward 10 – Councillor Jim Morrison
(Chairperson)

Deputy City Clerk / Supervisor of
Council Services

Item No. 8.3



Committee Matters: SCM 49/2024

Subject: Adoption of the Development & Heritage Standing Committee minutes of its meeting held February 5, 2024

Development & Heritage Standing Committee Meeting

Date: Monday, February 5, 2024

Time: 4:30 o'clock p.m.

Members Present:

Councillors

Ward 1 - Councillor Fred Francis

Ward 4 - Councillor Mark McKenzie

Ward 7 - Councillor Angelo Marignani

Ward 9 - Councillor Kieran McKenzie

Ward 10 - Councillor Jim Morrison (Chairperson)

Members

Member Daniel Grenier

Member Robert Polewski

Member Regrets

Member Anthony Arbour

PARTICIPATING VIA VIDEO CONFERENCE ARE THE FOLLOWING FROM ADMINISTRATION:

Rob Martini, Council Assistant

Sandra Gebauer, Council Assistant

ALSO PARTICIPATING IN COUNCIL CHAMBERS ARE THE FOLLOWING FROM ADMINISTRATION:

Jelena Payne, Commissioner, Economic Development

Thom Hunt, City Planner

Greg Atkinson, Deputy City Planner

Stacey McGuire, Executive Director / Deputy City Engineer

Shawna Boakes, Executive Director / Deputy City Engineer

Colleen Middaugh, Manager of Corporate Projects

Patrick Winters, Manager Development

Wira Vendrasco, Acting City Solicitor

Aaron Farough, Senior Legal Counsel

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Clare Amicarelli, Transportation Planning Coordinator
Adam Szymczak, Planner III – Development
Jim Abbs, Planner III – Development
Kevin Alexander, Planner III – Special Projects
Brian Nagata, Planner II – Development Review
Tracy Tang, Planner II – Revitalization & Policy Initiatives
Anna Ciacelli, Deputy City Clerk

Delegations—participating via video conference

Item 11.1 - Joshua Vitella, Vitella Plumbing
Item 11.1 - Amy Farkas, Agent for Landowner of 4575 Fourth Street
Item 11.4 – Anthony Malandrucolo, Stipic Weisman LLP, solicitor for property owner
Item 11.4 – Ishpal Bains, property owner

Delegations—participating in person

Item 7.2 - Anthony Pipolo, NuFusion & Associates
Item 7.2 - Mariusz Buchcic, Alta Nota Construction, owner of property
Item 7.2 - Jackie Lassaline, agent on behalf of the owner
Item 11.4 - Joey Gerry, property owner

1. CALL TO ORDER

The Chairperson calls the meeting of the Development & Heritage Standing Committee to order at 4:30 o'clock p.m.

2. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

None disclosed.

3. REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS

See Item 11.4

4. COMMUNICATIONS

None presented.

5. ADOPTION OF THE *PLANNING ACT* MINUTES

5.1. Adoption of the Development & Heritage Standing Committee (*Planning Act Matters*) minutes of its meeting held December 4, 2023

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Moved by: Member Daniel Grenier
Seconded by: Member Robert Polewski

THAT the *Planning Act* minutes of the Development & Heritage Standing Committee meeting held December 4, 2023 **BE ADOPTED** as presented.
Carried.

Report Number: SCM 354/2023

5.2. Adoption of the Development & Heritage Standing Committee (*Planning Act Matters*) minutes of its meeting held January 8, 2024

Moved by: Councillor Mark McKenzie
Seconded by: Councillor Fred Francis

THAT the *Planning Act* minutes of the Development & Heritage Standing Committee meeting held January 8, 2024 **BE ADOPTED** as presented.
Carried.

Report Number: SCM 17/2024

6. PRESENTATION DELEGATIONS (*PLANNING ACT MATTERS*)

See Items 7.1 and 7.2

7. *PLANNING ACT MATTERS*

7.1. Rezoning - City of Windsor - Housekeeping Amendment 2024-1 - Z-002/21 ZNG/6277 - City Wide

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Angelo Marignani

Decision Number: **DHSC 586** THAT Zoning By-law 8600 **BE AMENDED** as follows:

1A. Deleting and substituting Section 1.7 with the following:

1.7 INTERPRETATION AND ENFORCEMENT

- 1.7.1 The City Planner shall administer and interpret this by-law. Any reference to the City Planner in this by-law shall include the Deputy City Planner or their designate.
- 1.7.3 The Chief Building Official shall enforce this by-law. Any reference to the Chief Building Official in this by-law shall include the Deputy Chief Building Official or their designate

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including an officer who has the responsibility of enforcing a zoning by-law.

1B. Deleting and substituting Section 1.10.50.1 with the following:

- .1 Addition, correction, or revision of abbreviation, cross-referencing, grammar, numbering, punctuation, or typographical error, revision of the format in a manner that does not change the intent of a provision, or revision to a provision that has a general reference to the effective date of the provision coming into force or similar phrasing by adding the actual date the provision came into force.

Example: A provision contains the phrase “as they exist on the effective date of this clause” with the provision coming into force on January 1, 2022. The phrase “as they exist on the effective date of this clause” may be replaced with “as they exist on January 1, 2022” without an amending by-law.

[ZNG/6277]

1C. Deleting and substituting Section 1.20.9 with the following:

1.20.9 **DEFINED TERM**

[ZNG/6277]

A term that is italicized in this by-law indicates that the term is defined in this by-law.

The case, capitalization, or emphasis of a defined term is done so for the ease of reading and does not affect the meaning of the defined term.

Example: *DWELLING*, *Dwelling*, and *dwelling* have the same meaning.

Where the term “existing” is not italicized, “existing” shall mean “lawfully existing”.

A term used in the singular may also mean the plural and vice versa, except “one” or “1” shall always mean the singular.

1D. Adding the following clauses to Section 1.20:

1.20.10 **WHOLE OR PART**

[ZNG/6277]

Unless otherwise stated, a reference to a *building*, *lot*, *premises*, or *structure* includes the whole, or part of the, *building*, *lot*, *premises*, or *structure*.

1.20.11 **USE**

[ZNG/6277]

- .1 A *use* not listed as a permitted *use* is prohibited.
- .5 Unless otherwise stated, a permitted *use* is a *main use*. A permitted *use* identified as a “*use* accessory to a permitted *use*” or similar is an *accessory use*.

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1.20.12 LEGAL NON-CONFORMING USE

[ZNG/6277]

No by-law passed under Section 34 of the *Planning Act* applies:

- .1 to prevent the *use of any lot, building, or structure* for any purpose prohibited by the by-law if such *lot, building, or structure* was lawfully used for such purpose on the day of the passing of the by-law, so long as it continues to be used for that purpose; or
- .5 to prevent the erection or *use* for a purpose prohibited by the by-law of any *building or structure* for which a permit has been issued under subsection 8 (1) of the *Building Code Act, 1992*, prior to the day of the passing of the by-law, so long as the *building or structure* when erected is used and continues to be used for the purpose for which it was erected and provided the permit has not been revoked under subsection 8 (10) of that Act.

1E. Deleting Sections 3.1.10 and 3.1.20.

2A. Adding to Section 3.10, after "MOTOR VEHICLE SALVAGE OPERATION", the following new defined term:

MUNICIPAL INFRASTRUCTURE means a *building or structure* used for any of the following municipal systems: district heating or cooling, emergency power generator, heating, ventilation, or air conditioning (HVAC), electrical service, pumping station, sanitary sewer, site servicing facility, storm sewer, *storm water management facility*, storm water outlet, traffic equipment, or water service; where the *building or structure* is identified, generally or specifically, in any of the following documents approved, adopted, or moved by Council: Agency Budget, Capital Budget, Council Resolution, Environmental Assessment, Master Plan, Municipal By-law, Official Plan, or Operating Budget.

[ZNG/6277]

2B. Deleting and substituting Subsection 9.1 as follows:

9.1 GREEN DISTRICT 1.1 (GD1.1)

[ZNG/6277]

9.1.1 PERMITTED MAIN USES

Child Care Centre
Public Park

9.1.2 PERMITTED ACCESSORY USES

Any use accessory to a permitted main use

9.1.5 PROVISIONS

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.3	<i>Lot Coverage – maximum</i>	25.0%
.4	<i>Building Height – maximum</i>	
	<i>Lot having a lot area of less than 0.50 ha</i>	9.0 m
	<i>Lot having a lot area of 0.50 ha or more</i>	14.0 m

- .90 For any *lot* situated on the north side of Riverside Drive East and West between Rosedale Avenue and Lauzon Road, the extension of a *building* above the crown of the pavement within Riverside Drive is prohibited. This provision shall not apply to the following: fountain, *municipal infrastructure*, observation deck, playground equipment, sculpture and any other work of art, or washroom.

2C. Deleting Section 20(1)3 from Section 20 and from all Zoning District Maps.

3. Deleting and substituting Section 5.23.5 with the following:

5.23.5 When a *lot* on which a *semi-detached dwelling* or *townhome dwelling* has been erected and is subsequently divided in compliance with Part VI of the *Planning Act* by a common *interior lot line* that separates the *dwelling units*, for each *dwelling unit* the following additional provisions shall apply:

- .1 *Lot Width – minimum* – equal to the width of the *dwelling unit* plus any *exterior side yard* as existing at the time of the lot division
- .2 *Lot Area – minimum* – as existing at the time of the lot division
- .3 *Lot Coverage – Total – maximum* – 50% of *lot area*
- .7 An *interior side yard* shall not be required along the common *interior lot line* for that part of the *dwelling unit* lawfully *existing* at the time of the lot division.

[ZNG/6277]

4. Deleting and substituting Section 5.99.7 with the following:

5.99.7 **AUTOMOBILE SALES, LEASE OR RENTAL – ACCESSORY USE**

- .1 The sale, lease or rental of an *automobile* as an *accessory use* is prohibited, save and except the sale, lease or rental of an *automobile* as an *accessory use* to an *Automobile Repair Garage*, *Automobile Collision Shop*, or *Service Station* or the lease or rental of an *automobile* as an *accessory use* to any *Retail Store* is permitted subject to the following additional provisions:

- .1 The storage or display of five or more *automobiles* for sale, lease or rental purposes on a *lot* is prohibited.

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- .2 The storage or display of an *automobile* for sale, lease or rental purposes having a width of greater than 2.50 m or a length greater than 6.10 m is prohibited.
- .3 The storage or display of an *automobile* for sale, lease or rental purposes in a *required parking space*, required accessible parking space or *landscaped open space yard* is prohibited.
- .4 The area where an *automobile* for sale, lease or rental purposes is stored or displayed shall be subject to the provisions in Section 5.99.60.6.1.1 to 5.99.60.6.1.3.

[ZNG/5271; ZNG/6277]

(AMENDED B/L 7-2018 Feb 23/2018)

- 5A.** Amending and substituting the defined term “HOME OCCUPATION” in Section 3.10 with the following:

HOME OCCUPATION means an occupation for profit or gain conducted entirely within an *accessory building, dwelling unit, or garage* which occupation is incidental and secondary to the *use of the dwelling unit* for residential purposes and does not change the character thereof. It includes any employment identified or classified as “Work at Home”, “Work from Home”, “Remote Work”, or similar.

[ZNG/6276; ZNG/6277]

(AMENDED B/L 145-202 Oct 26/2021)

- 5B.** Deleting and substituting Section 5.99.40 with the following:

5.99.40 HOME OCCUPATION

- .1 A *home occupation* within an *accessory building, dwelling unit, or garage* located on the same *lot* as the *dwelling unit* is an additional permitted *accessory use*.
- .3 The *home occupation* shall be carried out by a resident of the *dwelling unit* located on the same *lot* as the *home occupation*.
- .5 The total *gross floor area* of all *home occupations* shall not exceed 25% of the *gross floor area* of the *dwelling unit*.
- .90 A *home occupation* within a *carport*, or a *home occupation* that generates dust, fumes, noise, odour, or vibration that is evident outside the *accessory building, dwelling unit, or garage* is prohibited.
- .92 Except for those goods produced by, or accessory or related to, the *home occupation*, the direct sale of goods is prohibited.
- .93 Except for a sign permitted by The Windsor Sign By-law, any visible indication from the exterior of the *accessory building, dwelling, dwelling unit, or garage* that a *home*

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occupation is being carried on is prohibited.

- .95 Except those items customarily used for housekeeping or personal recreational purposes, the external or outdoor storage of materials, goods, or equipment related to, or used by, the *home occupation* is prohibited.

[ZNG/6276; ZNG/6277]

(AMENDED B/L 145-2021 Oct 26/2021)

6A. Amending the Side Yard Width values as follows:

Section 10.1.5.7 for a Single Unit Dwelling from 1.50 m to 1.20 m

Section 10.4.5.7 for a Single Unit Dwelling from 1.80 m to 1.20 m

Section 10.6.5.7 from 1.50 m to 1.20 m

Section 11.2.5.4.7 from 1.80 m to 1.20 m

Section 11.2.5.5.7 from 1.50 m to 1.20 m

Section 11.3.5.7 for a Townhome Dwelling from 1.50 m to 1.20 m

Section 11.5.5.6.7 for a Multiple Dwelling with 5 or more dwelling units from 2.50 m to 1.20 m

Section 11.5.5.7.7 for a Townhome Dwelling from 2.50 m to 1.20 m

6B. Deleting and replacing Section 10.7.5.7 with the following new Section 10.7.5.7:

“.7 Side Yard Width – minimum 1.20 m 1.20 m”

6C. Changing the clause number of “Gross Floor Area – Main Building – maximum” from “.8” to “.10” in Sections 10.1.5, 10.2.5, 10.3.5, 10.4.5, 10.5.5, 11.1.5, 11.3.5, and 11.4.5.

7A. Adding new Section 95 as follows:

SECTION 95 - HOLDING ZONE PROVISIONS

[ZNG/6277]

95.1 APPLICATION

Section 95 applies to any *lot* where the H symbol precedes a *zoning district* symbol or is contained within a specific zoning exception on any Schedule listed in Section 1.20.3. “Holding zone”, “Holding symbol”, “H symbol”, “H”, or “h” mean the same thing.

In this by-law or in an amending by-law, any reference to Section 5.4 shall mean Section 95 and any reference to Section 5.4.20 shall mean Section 95.10.

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95.2 PURPOSE

The purpose of the holding zone is to defer development or redevelopment until all holding conditions have been satisfied. A holding zone may supplement, alter, add, or remove any by-law provision affecting the *use* of the *lot*, *building*, or *structure*.

95.3 PROHIBITION AND EXCEPTION

A *use*, *building* or *structure* is prohibited except:

- .1 For any *use*, *building*, or *structure* erected, operated, or maintained by the *City of Windsor*, a *Public Authority*, or a *Public Utility*;
- .3 For an *existing use*, *building*, or *structure* that is permitted by the applicable *zoning district* or a specific zoning exception, additions or alterations to *existing buildings* are permitted, and *structures* and *accessory buildings* may be erected, provided such additions, alterations, *structures*, or *accessory buildings* are in accordance with the provisions of the *zoning district*, specific zoning exception, and all other provisions of this by-law.

95.5 REMOVAL OF H SYMBOL

The H symbol may be removed when the applicable holding conditions in Sections 95.10 and 95.20 have been satisfied. It is the responsibility of the property owner or an authorized agent to satisfy the applicable holding conditions, to submit proof to that effect, and to submit an application, including the fee, to remove the H symbol.

95.10 HOLDING CONDITIONS – GENERAL

The following holding conditions apply to any holding zone:

- .1 The land is on a registered plan of subdivision or condominium, subject to a part lot control exemption by-law, or subject to an approved consent to sever by the Committee of Adjustment; and
- .2 A *street* paved to the satisfaction of the City Engineer, municipal storm water outlet, municipal sanitary sewer, municipal electrical service, and municipal water service are available or an agreement to provide the aforementioned items is registered on title to the property; and
- .3 Where required by legislation, full compliance with remediation/mitigation recommendations in a required study, report, or plan to the satisfaction of the appropriate approval authority, or an agreement registered on title to the property to comply with the remediation/mitigation recommendations in the required study,

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report, or plan; and

- .4 Where required, a site plan control agreement is registered on title for the *lot*; and
- .5 Any other holding condition contained within any approved amending by-law for the subject land.

95.20 HOLDING CONDITIONS – SITE SPECIFIC

An H symbol may be followed by one or more numbers in brackets.

Example: H(1)RD1.3, H(1,4)MD1.4, or S.20(1)H(10)384

The number refers to a specific clause in Section 95.20. Unless otherwise stated, the applicable holding conditions in Section 95.10 shall also apply, and the greater clause number shall take precedence.

The format of the clause shall be the clause number in brackets with each condition listed separately and, if applicable, who is the approval authority that determines that the condition has been satisfied.

Example:

- (99) a) Submission of a Noise Study to the satisfaction of the City Planner;
 - b) Submission of a Sanitary Sewer Study to the satisfaction of the City Engineer; and
 - c) Conveyance of a 6 m by 6 m corner cut-off at the intersection of Adstoll Avenue and Rivard Avenue to the satisfaction of the City Engineer.
- [ZNG/9999]

7B. Deleting Section 5.4.

7C. Deleting and replacing Section 1.20.90 with the following:

1.20.90 PRECEDENCE

[ZNG/6277]

- .1 Unless otherwise stated, the precedence of provisions, from lowest to highest, is as follows:
 - a) Section 3 – Definitions
 - b) Section 5 – General Provisions
 - c) Section 24 – Parking, Loading and Stacking Provisions
 - d) Section 25 – Parking Area Provisions

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- e) Sections 8 to 19 – Zoning Districts
- f) Section 20(1) – Site Specific Provisions
- g) Section 20(3) – Heritage Conservation Districts
- h) Section 20(4) – Traditional Commercial Street – Off-Street Parking Provisions
- j) Section 95 – Holding Zone Provisions
- k) Section 20(2) – Temporary Use Provisions
- m) Within Section 20(1), Section 20(2), or Section 95, the greater clause number shall take precedence

.5 Where a provision in this by-law is less than the minimum required by, is more than the maximum required by, or conflicts with an exception in, a provincial or federal act, regulation, or statute, the provincial or federal act, regulation, or statute shall take precedence.

.10 Where a conflict between provisions cannot be resolved using the precedence of provisions, the City Planner shall determine the precedence.

8A. Amending zoning of Lots 122 & 123, Part Water Lot, Concession 1; Part 4, Plan 12R6456; Part 1, Plan 12R13549 (known municipally as 0 Riverside Drive East; Roll No. 060-170-01500), situated on the north side of Riverside Drive East at St. Rose Avenue, from GD1.1 and RD1.6 to GD1.1.

8B. Amending the zoning of Lots 274 to 281, Part of Lot 282, and Part of Closed Alley, Registered Plan 1247, (known municipally as 955, 961, 965, 971, 975, 981, 985, and 991 Parkview Avenue; Roll No. 060-180-11000, 060-180-10900, 060-180-10800, 060-180-10700, 060-180-10600, 060-180-10500, 060-180-10400, 060-180-10300), situated on the west side of Parkview Avenue between Ontario Street and Raymond Avenue, from RD3.2 to RD1.2.

Carried.

Report Number: S 8/2024
Clerk's File: ZB/12452

7.2. Official Plan & Zoning Bylaw Amendments Z 008-23 [ZNG-6976] & OPA 169 [OPA-6977] 2830065 Ontario Ltd. (Alta Nota-Mariusz Buchcic) 1460 Lauzon Rd Multiple Dwelling Development – Ward 6

Moved by: Councillor Fred Francis

Seconded by: Councillor Angelo Marignani

Decision Number: **DHSC 587**

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THAT an amendment to Schedule 'D'- Land Use of Volume I the City of Windsor Official Plan, **BE APPROVED**, by changing the land designation of Part of Lot 128, Concession 1, Sandwich East; Part of Lot 129, Concession 1 Sandwich East, Part 1, 12R-16993; T/W R1464779, in the City of Windsor, known municipally as 1460 Lauzon Road from "Industrial" to "Residential"; and,

THAT an amendment to City of Windsor Zoning By-law 8600 **BE APPROVED** changing the zoning of Part of Lot 128, Concession 1, Sandwich East; Part of Lot 129, Concession 1 Sandwich East, Part 1, 12R-16993; T/W R1464779, in the City of Windsor, known municipally as 1460 Lauzon Road from Manufacturing District MD1.2 and Holding Manufacturing District HMD1.2 to Residential District (RD) 3.2.; and,

THAT subsection 1 of Section 20 of the City of Windsor Zoning By-law 8600 **BE AMENDED** for Part of Lot 128, Concession 1, Sandwich East; Part of Lot 129, Concession 1 Sandwich East, Part 1, 12R-16993; T/W R1464779, in the City of Windsor, known municipally as 1460 Lauzon Road by adding site specific regulations as follow:

499. Southeast corner Lauzon Road and McHugh Street

For the lands described as for Part of Lot 128, Concession 1, Sandwich East; Part of Lot 129, Concession 1 Sandwich East, Part 1, 12R-16993; T/W R1464779, in the City of Windsor, known municipally as 1460 Lauzon Road, the following regulations shall apply:

Building setback from an interior lot line abutting a Residential District (RD) 1.1 zone - 24m

Carried.

Councillor Mark McKenzie was absent from the meeting when the vote was taken on this matter.

Report Number: S 9/2024
Clerk's File: Z/14589 & Z/14588

There being no further business the meeting of the Development & Heritage Standing Committee (*Planning Act* Matters) portion is adjourned at 5:00 o'clock p.m.

The Chairperson calls the Administrative Items portion of the Development & Heritage Standing Committee meeting to order at 5:00 o'clock p.m.

8. ADOPTION OF THE MINUTES

None presented.

10. HERITAGE ACT MATTERS

None presented.

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11. ADMINISTRATIVE ITEMS

11.1. Closure of Third Street R.O.W. between Continental Avenue and E. C. Row Expressway, Ward 2, SAS-6924

Joshua Vitella, on behalf of Vitella Plumbing Inc., Applicant

Joshua Vitella appears before the Development & Heritage Standing Committee, on behalf of Vitella Plumbing Inc., regarding the administrative report entitled “Closure of Third Street R.O.W. between Continental Avenue and E. C. Row Expressway, Ward 2, SAS-6924” to request first rights to purchase the northern half of the land, to oppose the granting of an easement to the owner of 4575 Fourth Street and to support the recommendation to allow an easement to the City of Windsor for necessary maintenance. Mr. Vitella indicates that it is the intention of Vitella Plumbing, Inc. to develop the land.

Amy Farkas, Agent for Landowner of 4575 Fourth Street

Amy Farkas, Agent for Landowner of 4575 Fourth Street appears before the Development & Heritage Standing Committee regarding the administrative report entitled “Closure of Third Street R.O.W. between Continental Avenue and E. C. Row Expressway, Ward 2, SAS-6924” to support the Administrative recommendation as presented.

Councillor Angelo Marignani inquires about the need for the Third Street access. Ms. Farkas indicates that the parcel will be landlocked should there ever be an expansion. It had previously been used as an entrance until the City requested that First Student Inc. located at 4575 Fourth Street stop using the laneway. There is interest in acquiring a portion to allow access to the parcel.

Councillor Fred Francis asks Administration if anything can be done to mitigate concerns presented by Vitella Plumbing Inc., with respect to the easement of the bus company. Wira Vendrasco, City Solicitor appears before the Development & Heritage Standing Committee regarding the administrative report entitled “Closure of Third Street R.O.W. between Continental Avenue and E. C. Row Expressway, Ward 2, SAS-6924” and indicates that the bus company is entitled to have access from Third Street and it is the decision of the committee that will determine if they will continue to have access. Ms. Vendrasco also confirms that the recommendation is according to best practices and what is done for all similar types of developments.

Councillor Fred Francis inquires whether there are any other recommendations that Administration may wish to employ to help ease some of those concerns as it relates to commercial development if the recommendation is approved. Brian Nagata, Planner II – Development Review appears before the Development & Heritage Standing Committee regarding the administrative report entitled “Closure of Third Street R.O.W. between Continental Avenue and E. C. Row Expressway,

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Ward 2, SAS-6924” and indicates that specific details, including the design and development as well as how the easement would work, would be addressed during the site plan control process.

Councillor Fred Francis inquires whether the investment in commercial development in the area can move forward with the recommendation as presented. Mr. Nagata indicates that based on the comments from Mr. Vitella, the easement could compromise what Vitella Plumbing is trying to achieve. For the property at 4575 Fourth Street, it is subject to site plan control and any access onto Third Street will go through that process.

Ms. Vendrasco adds that the properties are entitled to access. It has been moved to make it an easement as opposed to not permitting the closure.

Councillor Kieran McKenzie asks Administration for clarification with regards to 4575 Fourth Street being landlocked. Ms. Vendrasco indicates that the lots are in the form of lots on a plan of subdivision. The northerly lots could be sold off without going to committee of adjustment or requiring any property. If Third Street is closed, those lots would be landlocked.

Councillor Kieran McKenzie inquires whether action was taken when it was identified that the bus company began using the wooded lot to create a separate roadway access to the 4575 Fourth Street. Mr. Nagata confirms that enforcement was taken and the company was asked to stop using the access.

Councillor Kieran McKenzie inquires about the municipality’s authority to make decisions about easements as it relates to development opportunities. Ms. Vendrasco indicates that there is nothing stopping an owner from transferring property to another party and creating new parcels, which could result in the abutting properties being landlocked.

Moved by: Councillor Fred Francis
Seconded by: Councillor Angelo Marignani

Decision Number: **DHSC 588**

- I. THAT the 20.12-metre-wide Third Street right-of-way located between Continental Avenue and E. C. Row Expressway, and shown on Drawing No. CC-1828 (*attached* hereto as Appendix “A”), and hereinafter referred to as the “subject right-of-way”, **BE ASSUMED** for subsequent closure;
- II. THAT the subject right-of-way **BE CLOSED AND CONVEYED** to the abutting property owners, in a manner deemed appropriate by the City Planner, subject to the following:
 - a. 6.0-metre-wide easement, subject to there being accepted in the City’s standard form and in accordance with the City’s standard practice, be granted to:

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- i. The Corporation of the City of Windsor to enter, construct, maintain, inspect, alter, repair, remove, replace, reconstruct and enlarge the existing 1,500.0 millimetre reinforced concrete storm sewer pipe.
 - b. 6.0-metre-wide easement, subject to there being accepted in the City's standard form and in accordance with the City's standard practice, be granted to:
 - i. The owner of the property known municipally as 4575 Fourth Street (legally described as Lots 225, 226 & 303 to 305, Plan 972; Lots 53 to 65 & 112 to 130, Part of Alley & Hudson, Plan 1154; Parts 1 to 6, Reference Plan 12R-10200) for vehicular and pedestrian access to Continental Avenue.
 - c. Easement over that portion of the subject right-of-way abutting the property known municipally as 0 Continental Avenue (legally described as Lots 38 to 40 & Part of Closed Alley, Plan 1209), subject to there being accepted in the City's standard form and in accordance with the City's standard practice, be granted to:
 - i. The owner of the property known municipally as 0 Continental Avenue for access to maintain their property to City of Windsor standards, **IF** they choose not to purchase their half of the subject right-of-way.
 - III. THAT Conveyance Cost **BE SET** as follows:
 - a. For alley conveyed to abutting lands zoned MD2.1, \$10.00 per square foot plus HST (if applicable) and proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor without easements, and \$5.00 per square foot plus HST (if applicable) and proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor with easements.
 - IV. THAT The City Planner **BE REQUESTED** to supply the appropriate legal description, in accordance with Drawing No. CC-1828, *attached* hereto as Appendix "A".
 - V. THAT The City Solicitor **BE REQUESTED** to prepare the necessary by-law(s).
 - VI. THAT The Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign all necessary documents approved as to form and content satisfactory to the City Solicitor.
 - VII. THAT the matter **BE COMPLETED** electronically pursuant to By-law Number 366-2003.
Carried.

Report Number: S 97/2023
Clerk's File: SAA2023

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11.2. Economic Revitalization Community Improvement Plan (CIP) application submitted by Bobaek America Inc. for a Manufacturing Facility located at 3490 Wheelton Drive (Ward 9)

Councillor Kieran McKenzie inquires about the need for additional infrastructure to support the building at the location being proposed. Stacey McGuire, Executive Director of Engineering appears before the Development & Heritage Standing Committee regarding the administrative report entitled “Economic Revitalization Community Improvement Plan (CIP) application submitted by Bobaek America Inc. for a Manufacturing Facility located at 3490 Wheelton Drive (Ward 9)” and indicates that the services are almost at the doorstep for this property.

Moved by: Councillor Kieran McKenzie

Seconded by: Councillor Angelo Marignani

Decision Number: **DHSC 589**

- I. THAT the request made by Bobaek America Inc. to participate in the Business Development Grant Program **BE APPROVED** for the property located at 3490 Wheelton Drive (shown in Appendix ‘A’) for a period that ends the earlier of 10 years or when 100% of the eligible costs are repaid pursuant to the City of Windsor Economic Revitalization Community Improvement Plan; and,
- II. THAT Administration **BE DIRECTED** to prepare an agreement between the City and Bobaek America Inc. to implement the Business Development Grant Program in accordance with applicable policies, requirements, and provisions contained within the Economic Revitalization Community Improvement Plan, and applicable lease terms, for the subject property to the satisfaction of the City Planner as to technical content, the City Solicitor as to form, and the City Treasurer as to financial content; and,
- III. THAT the CAO and City Clerk **BE AUTHORIZED** to sign the Business Development Grant Agreement.
Carried.

Report Number: S 1/2024

Clerk’s File: SPL/10759

11.3. Main Street CIP Application for 1695 Ottawa Street, Owner: Dr. Eric Bellis Dentistry Professional Corporation, Ward 4

Moved by: Councillor Mark McKenzie

Seconded by: Councillor Kieran McKenzie

Decision Number: **DHSC 590** THAT the request for incentives under the *Main Streets Community Improvement Plan* made by Dr. Eric Bellis Dentistry Professional Corporation (C/O: Dr. Eric

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Bellis), the owner of the property located at 1695 Ottawa Street **BE APPROVED IN PRINCIPLE** for the following programs:

- i. *Building Facade Improvement Program* totaling a maximum of \$6,213.87
 - ii. *Building/Property Improvement Tax Increment Grant Program* for 100% of the municipal portion of the tax increment for up to ten (10) years totaling a maximum of \$32,560 (\$3,256 per year);
- II. THAT the CAO and City Clerk **BE AUTHORIZED** to sign the Main Street CIP for the *Building/Property Improvement Tax Increment Grant Program* agreement in accordance with all applicable policies, requirements, and provisions contained within the *Main Streets Community Improvement Plan* to the satisfaction of the City Planner as to content, the City Solicitor as to legal form, and the City Treasurer as to financial implication;
 - III. THAT the CAO and City Clerk **BE AUTHORIZED** to sign the Grant Agreement(s) in content satisfactory to the City Planner, in financial content to the satisfaction of the City Treasurer and in form satisfactory to the City Solicitor;
 - IV. THAT funds in the maximum amount of \$6,213.87 (*Building Facade Improvement grants*) under the *Main Streets CIP* **BE TRANSFERRED** from the CIP Reserve Fund 226 to the *Main Streets CIP* Project Fund (Project #7219018) when the grant funds are ready to be paid out;
 - V. THAT grants **BE PAID** to Dr. Eric Bellis Dentistry Professional Corporation (Eric Bellis), upon completion of improvements to the exterior of the property located at 1695 Ottawa Street from the *Building Facade Improvement Program – Main Streets CIP* Project Fund (Project #7219018) to the satisfaction of the City Planner and Chief Building Official;
 - VI. THAT grants approved **SHALL LAPSE** if the applicant has not completed the work and fulfilled the conditions within 2 years of the approval date. Extensions will be considered at the discretion of the City Planner.

Carried.

Report Number: S 170/2023
Clerk's File: SPL/14200

11.4. Closure of north/south alley located between Vimy Avenue and Ypres Avenue, Ward 5, SAA-7093

Moved by: Councillor Kieran McKenzie

Seconded by: Councillor Angelo Marignani

THAT the report of the Planner II - Development Review dated January 11, 2024 entitled "Closure of north/south alley located between Vimy Avenue and Ypres Avenue, Ward 5, SAA-7093" **BE**

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DEFERRED to a future Development & Heritage Standing Committee meeting to allow administration to communicate with the residents regarding their concerns.

Carried.

Report Number: S 4/2024

Clerk's File: SAA2024

12. COMMITTEE MATTERS

None presented.

13. QUESTION PERIOD

Councillor Jim Morrison asks that Administration to provide a verbal update at the next meeting of the Development & Heritage Standing Committee on the status of the heritage listing properties.

14. ADJOURNMENT

There being no further business the meeting of the Development & Heritage Standing Committee (Administrative Items Matters) is adjourned at 5:30 o'clock p.m. The next meeting of the Development & Heritage Standing Committee will be held on March 4, 2024.

Carried.

Ward 10 – Councillor Jim Morrison
(Chairperson)

Deputy City Clerk / Supervisor of
Council Services



Subject: 986 Ouellette Avenue, Masonic Temple, Community Heritage Fund & Downtown Windsor Enhancement Strategy and Community Improvement Plan Grant Extension (Ward 3)

Reference:

Date to Council: March 4, 2024
Author: Kristina Tang
Heritage Planner
Email: ktang@citywindsor.ca
Phone: 519-255-6543 X 6179

Kevin Alexander
Planner III- Special Projects
Email: kalexander@citywindsor.ca
Phone: 519-255-6
Planning & Building Services
Report Date: February 9, 2024
Clerk's File #: MBA/3304

To: Mayor and Members of City Council

Recommendation:

That Council Resolution CR120/2022, previously approved for grants under the Community Heritage Fund (Reserve Fund 157) and Downtown Windsor Enhancement Strategy and Community Improvement Plan (Downtown CIP), **BE AMENDED** to extend the deadline to one (1) year from the date of the Council approval of Report S19/2024; and,

That extensions **SHALL BE** given at the discretion of the City Planner to complete the approved work.

Executive Summary: N/A

Background:

The property at 986 Ouellette is the Masonic Temple was constructed for and remains used for the gathering of Masons and other community uses. This 1921 building and property was designated by City of Windsor Council through By-law No. 11786 on April 11, 1994.

On March 21, 2022, Council approved grants through CR 120/2022 from the Community Heritage Fund and the Downtown Windsor Enhancement Strategy and Community Improvement Plan (CIP) valid for 2 years. The applicant Masonic Temple Association (c/o Cameron Adamson) approached staff in February 2024 to request an extension to the grants as the project is ongoing and anticipated to be completed in 2024, but not before the deadline in March 2024.



Ouellette Avenue view of the property pre-restoration.



September 2023 view of the property after the limestone restoration.

Discussion:

All *Ontario Heritage Act* related matters are required to proceed through consultation to the Heritage Committee and then with final decision made by City Council. The request for Heritage Fund is authorized by Council through Section 39 (1) of the *Ontario Heritage Act* to properties designated under Part IV of the *Ontario Heritage Act* or with a heritage conservation easement. In similar fashion, Part IV, Section 28 of the *Planning Act*, allows City Council to provide grants to owners and tenants of land when conforming to the objectives and policies contained within a designated Community Improvement Project area.

The specific CR 120/2022 approved by Council on March 21, 2022 included a tie into the completion of work and fulfillment of conditions within 2 years of the approval date (Parts II d, and VII).

- I. THAT the importance and value of the Masonic Temple, 986 Ouellette Avenue, a municipal designated heritage property **BE RECOGNIZED** by City Council and further, that Council supports the various grant applications made by the Border Masonic Temple Association Ltd to other levels of government, including the Legacy Fund, Building Communities Through Arts and Heritage, Green and Inclusive Community Building Fund, Ontario Trillium Resilient Places Grant & Digital Museum Canada Grant.
- II. THAT a total grant of 15% of the cost of conservation work for the facade, to an upset amount of \$46,612.50 from the Community Heritage Fund (Reserve Fund 157) **BE GRANTED** to Border Masonic Temple Association Ltd. for the Masonic Temple, at 986 Ouellette Avenue, subject to:
 - a. Submission of professional drawings, conservation details, technical details and samples, to the satisfaction of the City Planner or designate prior to work start;
 - b. Determination by the City Planner that the work is completed to heritage conservation standards and the City Building Official for building code compliance (if required);
 - c. Owner's submission of paid receipts for work completed;
 - d. That the Community Heritage Fund (Reserve Fund 157), grants approved shall lapse if the applicant has not completed the work and fulfilled the conditions within 2 years of the approval date;
- III. THAT the authority to approve alterations associated with the roofing, facade, and windows, **BE DELEGATED** to the City Planner or designate;
- IV. THAT the request for incentives under the *Downtown Windsor Enhancement Strategy and Community Improvement Plan (CIP)* made by Building Committee

Chair Cameron Adamson on behalf of the Border Masonic Temple Association located at 986 Ouellette Avenue **BE APPROVED** for the *Commercial/Mixed Use Building Facade Improvement Program* for 50% of the eligible costs of the façade improvements, up to a maximum amount of \$30,000 per property;

- V. THAT funds in the amount of up to \$30,000 under the *Commercial/Mixed Use Building Facade Improvement Program* **BE TRANSFERRED** from the CIP Reserve Fund 226 to the Downtown Windsor Enhancement Strategy and CIP (#7011022) once the work is completed;
- VI. THAT grants **BE PAID** to the Border Masonic Temple Association (C/O Cameron Adamson), upon completion of the improvements to the existing three (3) storey building and property located at 986 Ouellette Avenue, from Downtown Windsor Enhancement Strategy Fund (Project # 7011022) to the satisfaction of the City Planner and Chief Building Official;
- VII. THAT should the project not be completed in two (2) years, City Council **AUTHORIZE** that the funds under the *Commercial/Mixed Use Building Façade Improvement Grant Program* for 986 Ouellette Avenue be uncommitted and made available for other applications;
- VIII. THAT administration **BE DELEGATED** the authority to adjust the amounts granted to the upset costs of this Council Decision, on the basis that the total amount of all grants and funding received by Border Masonic Temple Association Limited (BMTA) by all levels of government, cannot exceed the approved eligible costs for the project.

The deadline of two (2) years was originally included in the recommendation to ensure that grant funds were held for the project for a reasonable timeframe while encouraging the project to commence. In this case, the project has been in progress but backlog of supplies and the need to wait for construction seasons has caused a delay in the project completion timeline. The applicant has advised that the project should be completed by 2024.

The additional one-year extension requested has been evaluated by Administration to be reasonable and will provide time for the Applicant to fulfill the conditions of the approval and complete inspections. The alternate discretion for the City Planner to extension provides flexibility for the project completion and grant closure if for some unforeseeable reason there is a delay beyond the one year.

Risk Analysis:

There is low risk associated with the approval of this report. The project has been ongoing and is close to completion, though pending appropriate construction season.

Climate Change Risks

Climate Change Mitigation: N/A

Climate Change Adaptation: N/A

Financial Matters:

Funds have already been allocated through the CIP Reserve Fund 226 for the Downtown CIP Grant and marked as committed under the Community Heritage Fund (Reserve Fund 157) through CR120/2022.

Consultations:

The Applicants (Border Masonic Temple Association) requested the extension in February 2024 citing their construction progress as being close to completion but not likely able to meet the March 2024 deadline.

Conclusion:

Administration recommends that Council approve the requested 1 year extension for completion and fulfillment of conditions associated with CR 120/2022 for the Community Heritage Fund and Downtown CIP grant request by Masonic Temple, or until project completion determined at the discretion of the City Planner to provide flexibility for the project closure.

Planning Act Matters: N/A

Approvals:

Name	Title
Josie Gualtieri	Financial Planning Admin.
Kate Tracey	Senior Legal Counsel
Jason Campigotto	Deputy City Planner - Growth
Thom Hunt	City Planner/Executive Director of Planning and Building Services
Tony Ardovini	On behalf of Commissioner of Finance & City Treasurer
Jelena Payne	Commissioner of Economic Development & Innovation
Ray Mensour for Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email
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Name	Address	Email
Masonic Temple Association (C/O Cameron Adamson)		

Appendices:

N/A



Subject: Sandwich Town CIP Application, 3431, 3433, 3435 Bloomfield Road; Agent Vaibhav Desai (Windsor Essex Community Housing Corporation) (Ward 2)

Reference:

Date to Council: March 4, 2024
Author: Kevin Alexander, MCIP RPP
Senior Planner Special Projects
519-255-6543 x6732
kalexander@citywindsor.ca;

Nathan Li
Planning Assistant
519-255-6543 x6438
nli@citywindsor.ca
Planning & Building Services
Planning & Building Services
Report Date: December 22, 2023
Clerk's File #: Z/14644

To: Mayor and Members of City Council

Recommendation:

- I. **THAT** the request for incentives under the Sandwich Incentive Program made by Windsor Essex Community Housing Corporation, owners of the properties located at 3431, 3433, 3435 Bloomfield Road, **BE APPROVED** for the following programs when all work is complete:
 - i. *Development and Building Fees Grant* for 100% of the Development and Building Fees identified in the Sandwich CIP to an estimated amount of **(\$74,985.91)**;
 - ii. *Revitalization Grant Program* for 70% of the municipal portion of the tax increment for up to 10 years (estimated at **\$27,014.40** per year); and
- II. **THAT** the CFO/City Treasurer **BE DELEGATED** the authority to adjust the amounts granted to the upset costs of this Council Decision, on the basis that the total amount of all grants and funding received by Windsor Essex Community Housing Corporation by all levels of government, cannot exceed the approved eligible costs for the project;

- III. **THAT** Administration **BE AUTHORIZED** to prepare the Sandwich Incentive Program Agreement for the *Revitalization Grant* in accordance with all applicable policies, requirements, and provisions contained within the Olde Sandwich Towne Community Improvement Plan to the satisfaction of the City Planner as to content, the City Solicitor as to legal form, and the CFO/City Treasurer as to financial implication;
- IV. **THAT** the CAO and City Clerk **BE AUTHORIZED** to sign the agreement between the City and Windsor Essex Community Housing Corporation to implement the *Revitalization Grant Program* in accordance with all applicable policies, requirements to the satisfaction of the City Planner as to content, the City Solicitor as to legal form, and the CFO/City Treasurer as to financial implications;
- V. **THAT** funds in the estimated amount of **\$74,985.91** under the *Development and Building Fees Grant Program* **BE TRANSFERRED** from the CIP Reserve Fund 226 to the *Sandwich Community Development Plan Fund* (Account 7076176) when the work is complete;
- VI. **THAT**, subject to Recommendation II, grants **BE PAID** to Windsor Essex Community Housing Corporation upon completion of three (3) buildings with a total of eighteen (18) units, each building consisting of a two (2) storey, six (6) unit multiple dwelling from the *Sandwich Community Development Plan Fund* (Account 7076176) to the satisfaction of the City Planner and Chief Building Official; and,
- VII. **THAT** grants approved **SHALL LAPSE** if the applicant has not completed the work and fulfilled the conditions within 2 years of the approval date. Extensions **SHALL BE** given at the discretion of the City Planner.

Executive Summary:

N/A

Background:

On January 26, 2009, City Council passed by-laws to establish the Sandwich Heritage Conservation District Plan (By-law 22-2009), Olde Sandwich Towne Community Improvement Plan (By-law 27-2009), and Supplemental Development and Urban Design Guidelines (By-law 28-2009). These By-laws came into effect on October 18, 2012. One of the key recommendations of the Olde Sandwich Towne Community Improvement Plan (Sandwich CIP) is the implementation of the Incentive Program(s).

On June 17, 2013 through M265-2013 Council activated the following Incentive Programs from the Sandwich Incentive Program(s) "toolkit" (See):

- a) Commercial/Mixed Use Building Facade Grant Program
- b) Revitalization Grant Program
- c) Commercial Core Feasibility Grant Program
- d) Development Charge Grant Program

- e) Development and Building fees Grant Program
- f) Neighbourhood Residential Rehabilitation Grant Program.

On June 17, 2013 Council also received the Development Review Process for development applications within the Sandwich Heritage Conservation District (HCD) area, and within the Sandwich Community Improvement Plan (CIP) Area (outside of the Sandwich HCD Area) (M264-2013). On April 28, 2014, Council also activated the *Commercial/Mixed Use Building Improvement Loan Program* from the Sandwich Incentive Program(s) “toolkit”.

Discussion:

The City of Windsor has a dual role with respect to the Windsor Essex Community Housing Corporation (CHC):

- The Corporation of the City of Windsor is the Consolidated Municipal Service Manager (CMSM) for the delivery of housing and homelessness programs in Windsor and Essex County. As Service Manager, the Housing Services Department allocates Municipal, Federal, and Provincial subsidies to social and affordable housing providers, including CHC, in accordance with legislation and the guidelines of the Housing Services Act. Housing is funded primarily through the municipal tax base.
- The Corporation of the City of Windsor is also the sole legal and beneficial shareholder of CHC and is required to consent to any proposed development, property disposals, and also consent to the issuance of debt as necessary whether by way of a mortgage, loan or other sector related financing.

As part of the organization’s new affordable housing strategy, CHC is seeking to build affordable housing developments in Windsor and Essex County by utilizing capital funding from Provincial and Federal funding streams to cover the costs of acquiring the land and/or buildings, completing renovations, and/or building new affordable units.

This development received approval for funding through Canada Mortgage and Housing Corporation (CMHC) Rapid Housing Initiative.

On March 10th, 2023, Windsor Essex Community Housing Corporation (agent Vaibhav Desai) applied for grants through the Sandwich Town CIP Incentive program for the purpose of developing three (3) two (2) storey, six (6) unit multiple dwellings (18 units) located at 3431, 3433, 3435 Bloomfield Road (See Appendix A for location map and existing condition).

The property is located within the Olde Sandwich Towne Community Improvement Plan (Sandwich CIP) area. In keeping with the development review process put in place for all development applications in Sandwich Town the applicant was required to submit a Heritage Permit for Demolition, before a Building Permit can be issued for the new proposal, to ensure that the development is compatible in its surroundings.

One of the general requirements of Section 10.3 q) of the Sandwich CIP requires that approval of any application for the financial incentive program is based on the

compatibility of the proposed use with the vision and goals of the CIP, the Sandwich Community Planning Study (CPS), and the Olde Sandwich Towne Supplemental Development and Urban Design Guidelines (Sandwich Urban Design Guidelines) and any other guidelines applicable to the CIP area. The following identifies how this particular development addresses section 10.3 (q) of the City's Official Plan.

Sandwich CIP Urban Design Guidelines

The Planning and Building Department (Urban Design) reviewed the plans for the proposed improvements (See Appendix 'B') to ensure the design reflects the intent of the Sandwich CIP Urban Design Guidelines.

The proposed design of the new multiple dwelling buildings addresses the vision, goals, and policies identified in the urban design guidelines in the Sandwich Town CIP.

Sandwich Incentive Program(s)

The proposal is located within Target Area 3 of the Sandwich CIP Area and eligible for the following Incentive programs. The eligible costs for each incentive program are based on the costs estimates provided by the applicant, as the project is implemented these costs could fluctuate slightly which could have a minor impact on the eligible costs for each incentive program. The application is consistent with the general program requirements identified in Section 10.3 of the CIP, with the following program specific requirements:

1. Development and Building fees Grant Program

The purpose of the program is to provide an additional incentive to augment the other incentive programs and to facilitate and spur adaptive re-use, redevelopment and new construction. The program provides a grant equal to 100% of the fees paid for the eligible types of development applications and building permits. The applicant is required to apply for the following applications, which are eligible under this program. The table below includes the fees for three (3) two (2) storey, six (6) unit multiple dwellings.

Building	3431	3433	3435	Total
Residential Building Permit	\$21,949.97	\$18,090.73	\$18,090.73	\$58,131.43
Parks Levy	\$5,618.16	\$5,618.16	\$5,618.16	\$16,854.48

To the extent that these costs are not covered by Federal funding, the grant will be approved.

2. Revitalization Grant Program

The purpose of this program is to use the tax increase that can result when a property is rehabilitated, redeveloped or developed to provide assistance in securing the project financing and offset some of the costs associated with the rehabilitation. The program will provide an annual grant equal to 70% of the increase in City property taxes for 10

years after project completion as long as the project results in an increase in assessment and therefore an increase in property taxes.

Through the Revitalization Grant Program, property taxes are not cancelled or reduced. The applicant must pay the full amount of the property taxes annually and will subsequently receive a grant for the difference between the pre and post-development municipal taxes at a rate of 70%.

The confirmed current value assessment of the property located 3431, 3433, 3435 Bloomfield Road is \$3,886,000. The owner currently pays total property taxes of \$144,805 (municipal portion based on 2023 tax levies) and expects to spend \$6,092,372.78 on construction and development. The estimated Post-Project Value of Land and Buildings based on the cost of construction is \$4,996,000. However, some of the proposed costs incurred, although eligible for purposes of the application, may not result in a direct increase in assessment value. In other words, the grant is calculated and paid, not on the post-project value or projections made in this report, but on the actual post-development value, as determined by MPAC after completion.

For illustrative purposes, the table below identifies the 70% of the municipal portion per year (paid over a 10-year period) that the applicant would be eligible for based on the Current Value Assessment and the Estimated Post Project Assessment Value. The estimated post project assessment value of \$4,996,000 was completed by Administration based upon the construction and permit drawings provided by the applicant. However, the actual amount of the new assessment will be dependent upon a full review of the building after completion of renovations as determined by the Municipal Property Assessment Corporation (MPAC).

Estimated Revitalization Grant for 3431, 3433, 3435 Bloomfield Road		
Annual Pre Development Municipal Taxes	Annual Estimate Post Development Municipal Taxes	Annual Estimate Value of Grant (at 70%)
\$138,859	\$177,451 (\$38,592 increase)	\$27,014.40

Assumptions

Current Property Value Assessment (2023 – Residential)	\$3,886,000
Estimate Total Post Development Assessment	\$4,966,000

The taxes retained by the City over the duration of the grant program is equal to a 30% increase of the tax increment. After completion of the grant program (10 years), the City will collect the full value of municipal tax increase (\$177,451 annually).

Operational funding for the Windsor Essex Community Housing Corporation development on 3431, 3433, 3435 Bloomfield Road, is expected to come from subsidies administered through the City of Windsor as the CMSM. Council approved in the 2022

operating budget operating funding for CHC for this development as per the requirements of the Rapid Housing Program. To the extent that property taxes are covered through the CIP financial incentive, this will serve to benefit the total housing expenditure requirement in the first 10 years of this development.

Risk Analysis:

The Planning & Building Department received and conducted a review of the building plans to confirm compliance with the Ontario Building Code, the Heritage Permit and applicable law (e.g. zoning by-law and the Ontario Heritage Act). The drawings will continue to be reviewed to ensure that the City's incentives are being used appropriately and the City is receiving good value for the public investment allocated through the Sandwich Incentive Program(s). As a requirement of Section 28 (7.3) of the Planning Act Administration has confirmed that, the Grant amount does not exceed the total cost of the project.

The following grants will not be disbursed until an agreement for the Sandwich Incentive Program have been registered on title between the owner and the City of Windsor and not until all work is completed and inspected by Administration as per the approved drawings and Building Permit:

- *Revitalization Grant Program*
- *Development and Building Fees Grant Program*

There is little risk associated with approval of a tax increment-based grant such as the *Revitalization Grant Program* as the payments commence after the eligible work has been completed and the property reassessed by MPAC, and will only continue if the development remains eligible in accordance with the Sandwich CIP. Should the development fail to meet its requirements under the CIP, grant payments would cease.

Climate Change Risks

Climate Change Mitigation:

Additional materials (i.e. brick and lumber) will be required for the construction of the new buildings, which will have an indirect impact on Carbon dioxide emissions (CO2).

The redevelopment of the site contributes to the revitalization of the Sandwich Town Neighbourhood through increasing the density and promoting walking and other alternative modes of transportation, thereby contributing to a complete community. The construction of the new building will utilize modern building methods, which will conform to the Ontario Building Code concerning safety and energy efficiency. New doors and windows are also proposed that will be more energy efficient than what is existing.

Utilizing a property in an existing built-up area of the City also promotes efficiency on the existing infrastructure network by not promoting development on Greenfield land.

Climate Change Adaptation:

As temperatures increase and when considering the Urban Heat Island effect for the City of Windsor, the property does not appear to be located within a Heat Vulnerability

area. However, the redevelopment of the site will utilize modern building methods which will conform to the Ontario Building Code concerning energy efficiency. New doors and windows are also proposed that will be more energy efficient than what is existing.

Financial Matters:

On February 22, 2021, Council approved the 2021 budget, which included a new reserve fund for all active CIPs in the City. As CIP grant applications are approved, the approved grant amount will be transferred to the capital project account to be kept as committed funds, until the grant is ready to be paid out. The current uncommitted balance of the CIP reserve fund is \$438,548.19. However, this balance does not account for other CIP grant requests that are currently being considered by the Development & Heritage Standing Committee/City Council standing committee or have been endorsed by the standing committee and are not yet approved by City Council.

If approved, funds will be transferred from the CIP Reserve Fund 226 to the *Sandwich Community Development Plan Fund* (project 7076176) to disperse the estimated amount of \$74,985.91 for the *Development and Building Fees Grant Program* identified in this report when work is complete.

The *Revitalization Grant* will be based upon the municipal tax increase and will be calculated by the Finance Department when all work is complete.

Eligible Incentive Programs	Grant
<p><i>Development and Building Fees Grant</i></p> <p><i>Note: Development and Building Fees are paid upfront by the applicant and these fees are approximate and can change at the time of Building Permit</i></p>	\$74,985.91
<p><i>Revitalization Grant</i></p> <p>*(estimated at \$27,014.40 per year between years 1 to 10)</p>	\$270,144.00
Total	\$345,129.91

Except for the *Revitalization Grant*, the owner will be reimbursed through the project *Sandwich Community Development Plan Fund* (project 7076176) when all work is complete. The *Revitalization Grant* is funded through the municipal portion of the annual tax levy.

Recommendation II includes a clause that will give the CFO/City Treasurer the flexibility to adjust the amounts of the grant (to upset amount approved by Council) depending on the amounts received by the applicant from all other levels of government.

Consultations:

The Planning and Building Department has consulted with the owner and architect of 3431, 3433, 3435 Bloomfield Road through the Sandwich Incentive(s) Program application and Site Plan Review Process.

Planning has also consulted with Kirk Whittal, Executive Director of Housing & Children Services, from Housing & Children's Services regarding funding for this project.

For the purpose of determining the approximate dollar value of grants Jose Mejalli and Carolyn Nelson, Manager of Property Assessment Taxation & Financial Projects were consulted regarding annual Tax Assessment information and the Estimated Post-Redevelopment Property Value Assessment. Josie Gualtieri, Financial Administrator from Financial Planning was consulted regarding funding through Account 7076176-Sandwich Community Development Plan.

The Development and Building fees Grant was determined through consultation with Amanda Foot, Permit Services Clerk from the Building Division. Given that the property is within an area of High Archeological Potential, the Heritage Planner was consulted regarding the requirements Archeological Assessment Reports that was addressed as part of the Site Plan Review process.

Conclusion:

The proposed residential redevelopment located at 3431, 3433, 3435 Bloomfield Road will provide an opportunity to improve the appearance of the area and create new housing units in the Sandwich CIP area. This development addresses the Sandwich CIP Urban Design Guidelines.

The incentive program application meets all of the eligibility criteria as identified in the Discussion section of this report. There are sufficient funds in the Sandwich Community Development Plan Fund to provide the Development & Building Fees grant amount, which has been applied for by the applicant for this project with the Revitalization Grant portion funded through the municipal portion of the annual tax levy. Administration recommends that the application request by the owner of 3431, 3433, 3435 Bloomfield Road for incentives under the Sandwich Incentive Program be approved.

Planning Act Matters:

N/A

Approvals:

Name	Title
Kevin Alexander	Planner III – Special Projects
Josie Gualtieri	Financial Planning Administrator
Neil Robertson	Deputy City Planner - Growth
John Revell	Chief Building Official

Thom Hunt	City Planner
Kate Tracey	Senior Legal Council
Lorie Gregg	Deputy Treasurer, Taxation, Treasury & Financial Projects
Tony Ardovini	On behalf of Commissioner, Finance and City Treasurer
Jelena Payne	Commissioner, Economic Development
Ray Mensour for Joe Mancina	Chief Administrative Officer

Notifications:

Name
Vaibhav Desai
Jay Shanmugam

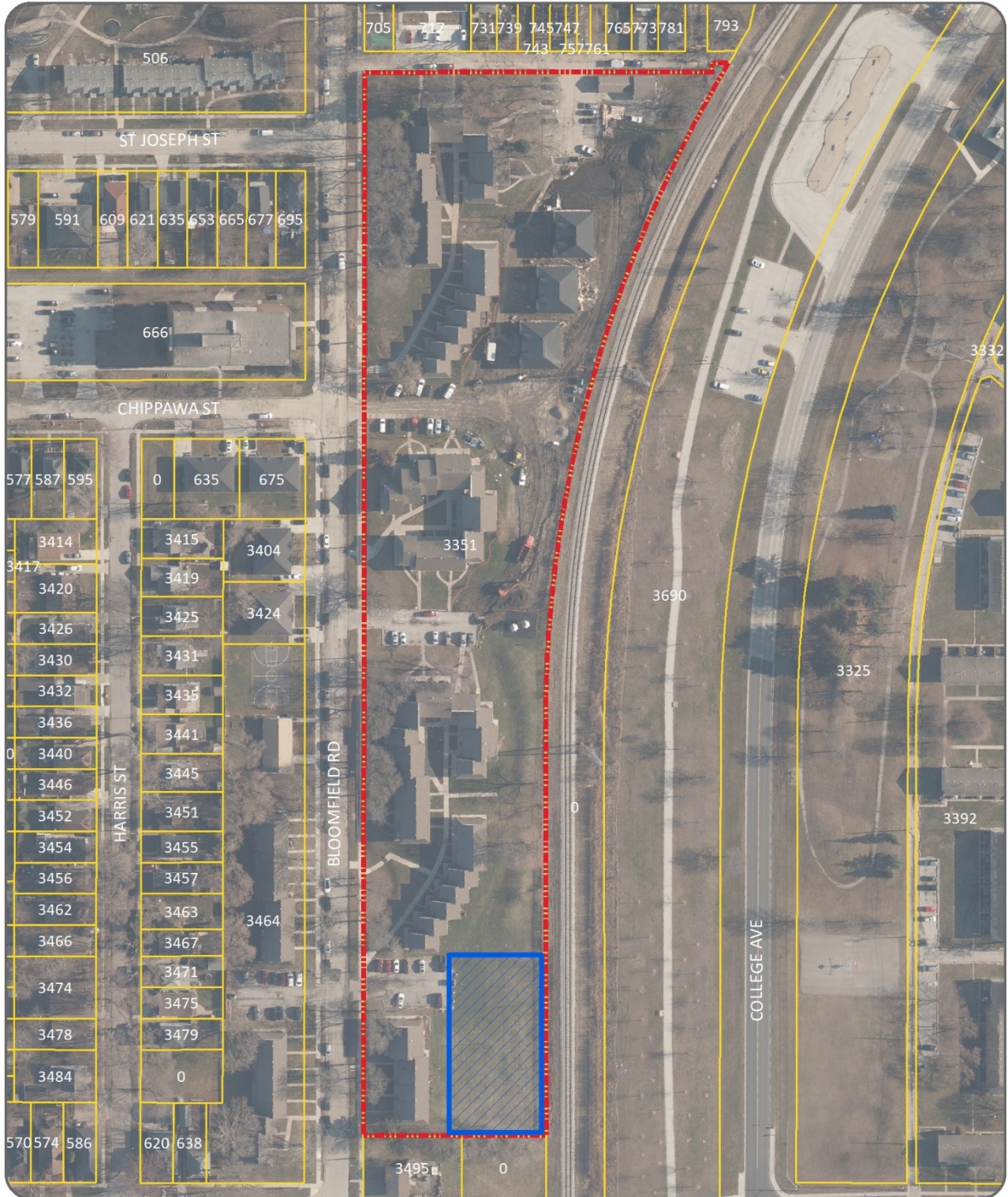
Appendices:

Appendix 'A' Location Map and Existing Condition

Appendix 'B' Proposed Development

APPENDIX 'A'

LOCATION MAP



LOCATION MAP



SUBJECT PROPERTY : 3351 - 3493 BLOOMFIELD ROAD



AREA OF DEVELOPMENT : 3431, 3433, 3435 BLOOMFIELD ROAD

Development & Heritage Standing Committee - March 4, 2024



APPENDIX 'A'
EXISTING CONDITIONS



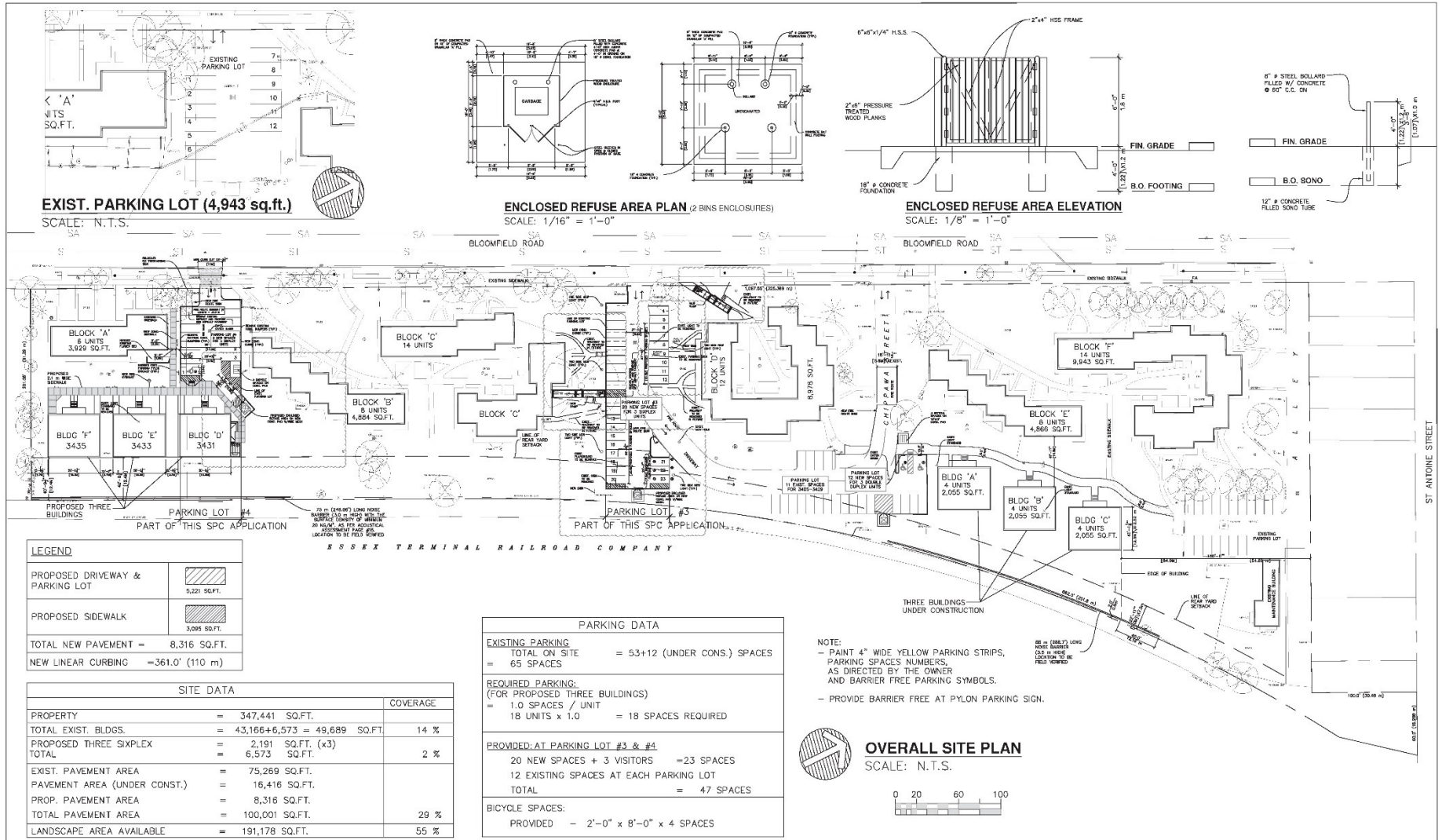
(Google Earth)

APPENDIX 'B'
PROPOSED IMPROVEMENTS



APPENDIX 'B'

PROPOSED IMPROVEMENTS



EXIST. PARKING LOT (4,943 sq.ft.)
SCALE: N.T.S.

ENCLOSED REFUSE AREA PLAN (2 BINS ENCLOSURES)
SCALE: 1/16" = 1'-0"

ENCLOSED REFUSE AREA ELEVATION
SCALE: 1/8" = 1'-0"

OVERALL SITE PLAN
SCALE: N.T.S.

LEGEND

PROPOSED DRIVEWAY & PARKING LOT		5,221 SQ.FT.
PROPOSED SIDEWALK		3,095 SQ.FT.
TOTAL NEW PAVEMENT =		8,316 SQ.FT.
NEW LINEAR CURBING =		361.0' (110 m)

SITE DATA		COVERAGE
PROPERTY	= 347,441 SQ.FT.	
TOTAL EXIST. BLDGS.	= 43,166+6,573 = 49,689 SQ.FT.	14 %
PROPOSED THREE SIXPLEX TOTAL	= 2,191 SQ.FT. (x3) = 6,573 SQ.FT.	2 %
EXIST. PAVEMENT AREA	= 75,269 SQ.FT.	
PAVEMENT AREA (UNDER CONST.)	= 16,416 SQ.FT.	
PROP. PAVEMENT AREA	= 8,316 SQ.FT.	
TOTAL PAVEMENT AREA	= 100,001 SQ.FT.	29 %
LANDSCAPE AREA AVAILABLE	= 191,178 SQ.FT.	55 %

PARKING DATA	
EXISTING PARKING	TOTAL ON SITE = 53+12 (UNDER CONS) SPACES = 65 SPACES
REQUIRED PARKING:	(FOR PROPOSED THREE BUILDINGS) = 1.0 SPACES / UNIT = 18 UNITS x 1.0 = 18 SPACES REQUIRED
PROVIDED AT PARKING LOT #3 & #4	20 NEW SPACES + 3 VISITORS = 23 SPACES 12 EXISTING SPACES AT EACH PARKING LOT TOTAL = 47 SPACES
BICYCLE SPACES:	PROVIDED - 2'-0" x 8'-0" x 4 SPACES

NOTE:
 - PAINT 4" WIDE YELLOW PARKING STRIPS, PARKING SPACES NUMBERS, AS DIRECTED BY THE OWNER AND BARRIER FREE PARKING SYMBOLS.
 - PROVIDE BARRIER FREE AT PYLON PARKING SIGN.

VLAY KAPANTZAKIS ARCHITECT INC.
 1614 LESPERANCE ROAD, SUITE #8A TORONTO, ONT. M6H 1Y3
 Tel. (519) 988-1555

PROJECT NAME:
 PHASE-2
 THREE SIXPLEX
 3431, 3433, 3435
 BLOOMFIELD ROAD

CLIENT:
 WINDSOR ESSEX COMMUNITY HOUSING CORPORATION

GENERAL NOTES:
 ALL DIMENSIONS TO BE CHECKED AND VERIFIED ON THE JOB SITE. ANY AND ALL DISCREPANCIES TO BE REPORTED TO THE ARCHT. / ENGINEER.
 ALL DRAWINGS REMAIN THE PROPERTY OF THE ARCHITECT.
 DO NOT SCALE DRAWINGS.

COMP:
 TORONTO ASSOCIATION OF ARCHITECTS
 222-07-14

DATE	BY
08-10-2023	DATE FOR SPEC APPROVAL
08-13-2023	REVISION
02-14-2024	FOR PERMITS
DATE	ISSUED FOR

SCALE	BY
DESIGNED BY	P.C.G.
DRAWN BY	V.V.
CHECKED BY	V.V.
APPROVED BY	V.V.
PROJECT NO.	#2313

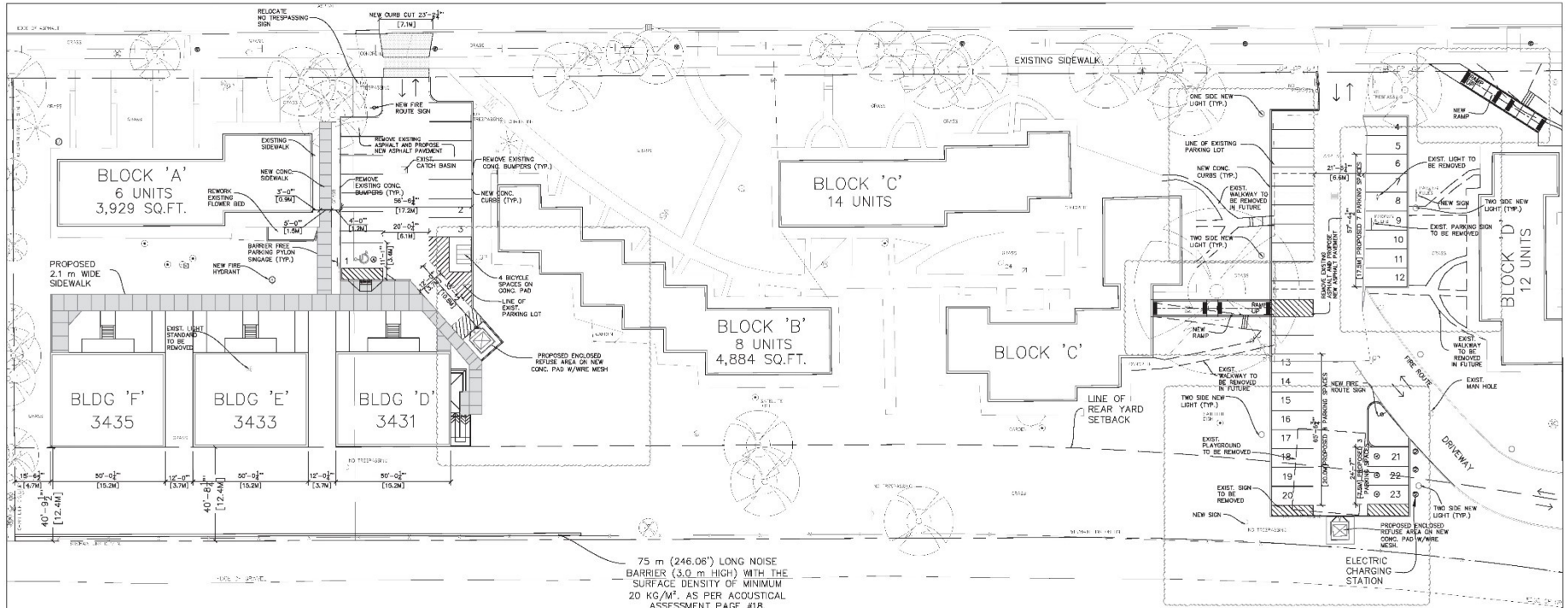
PROJECT:
 Project No. 2313

DOC. TITLE:
 SITE PLAN

DOC. NO.:
SP-0

APPENDIX 'B'

PROPOSED IMPROVEMENTS



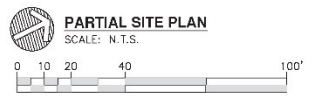
- NOTES:**
- AS PER BUILDING REVIEW**
A BUILDING SHALL NOT BE LOCATED BENEATH ABOVE GROUND ELECTRICAL CONDUCTOR.
 - AS PER ITEM 4.1.1.**
THE OWNER SHALL AGREE TO INCLUDE THE TYPE D WARNING CLAUSE IN ALL AGREEMENTS OF PURCHASE AND SALE OR LEASE AND ALL RENTAL AGREEMENTS FOR THE RESIDENTIAL UNITS BECAUSE NOISE LEVEL EXCEEDS 55dBA DURING DAYTIME OR 60dBA DURING NIGHTTIME. THIS INCLUDES ALL UNITS ON NORTHERN, EASTERN & SOUTHERN FACADE.

TYPE 'D' - "THIS DWELLING UNIT HAS BEEN SUPPLIED WITH A CENTRAL AIR CONDITIONING SYSTEM WHICH WILL ALLOW WINDOWS AND EXTERIOR DOORS TO REMAIN CLOSED, THEREBY ENSURING THAT THE INDOOR SOUND LEVELS ARE WITHIN THE SOUND LEVEL LIMITS OF THE MUNICIPALITY AND THE MINISTRY OF THE ENVIRONMENT."
 - FURTHER, THESE UNITS SHALL INCLUDE THE FOLLOWING WARNING CLAUSE IN PURCHASE OR LEASE AGREEMENTS: "PURCHASERS / TENANTS ARE ADVISED THAT DUE TO CLOSE PROXIMITY OF THE ADJACENT INDUSTRIES, NOISE FROM SAID INDUSTRIES MAY AT TIMES BE AUDIBLE."
 - ALL WINDOWS SHALL BE TRIPLE GLAZED WITH MINIMUM STC RATING AS PER TABLE 10 FROM THE ACOUSTIC REPORT. PROVIDE CERTIFICATION FROM THE SUPPLIER TO ENSURE THE WINDOWS CONFORM TO THESE SPECIFICATIONS.

E S S E X T E R M I N A L R A I L R O A D C O M P A N Y

LEGEND		PARKING DATA	
(REFER TO TOTAL TECH SURVEY PLAN No. E-028)		REQUIRED PARKING (PROPOSED PARKING LOT# 4):	
[Symbol]	EXISTING GUARD POST	REQUIRED:	= 1.00 SPACES / UNIT
[Symbol]	EXISTING ROCK	18 UNITS x 1.00	= 18 SPACES REQUIRED
[Symbol]	EXISTING SIGNAGE	PROVIDED:	= 20 SPACES + 3 VISITOR
[Symbol]	EXISTING MANHOLE	EXISTING:	= 23 SPACES
[Symbol]	EXISTING ELECT. MANHOLE	TOTAL:	= 12 SPACES
[Symbol]	EXISTING CATCH BASIN		= 35 SPACES
[Symbol]	EXIST. LIGHT STANDARD		

WINDOWS STC RATING		
LOCATION	SOUTH/EAST/WEST	STC
LEVEL 1 & 2	MASTER BEDROOM	42
	2ND BEDROOM	43
	LIVING	35
BASMENT	BEDROOM	40



VLAY KAPANTJAKAR
ARCHITECT INC.
1814 LESPERANCE ROAD,
SUITE #8A TORONTO, ONT.
M6H 1Y3
Tel: (519) 988-1555

PROJECT NAME:
PHASE-2
THREE SIXPLEX
3431, 3433, 3435
BLOOMFIELD ROAD

CLIENT:
WINDSOR ESSEX
COMMUNITY
HOUSING
CORPORATION

GENERAL NOTES:
ALL DIMENSIONS TO BE CHECKED AND VERIFIED ON THE JOB SITE. ANY AND ALL DISCREPANCIES TO BE REPORTED TO THE ARCHITECT / ENGINEER.
ALL DRAWINGS REMAIN THE PROPERTY OF THE ARCHITECT.
DO NOT SCALE DRAWINGS.

DATE:
2024-03-14
2024-03-14
2024-03-14
2024-03-14

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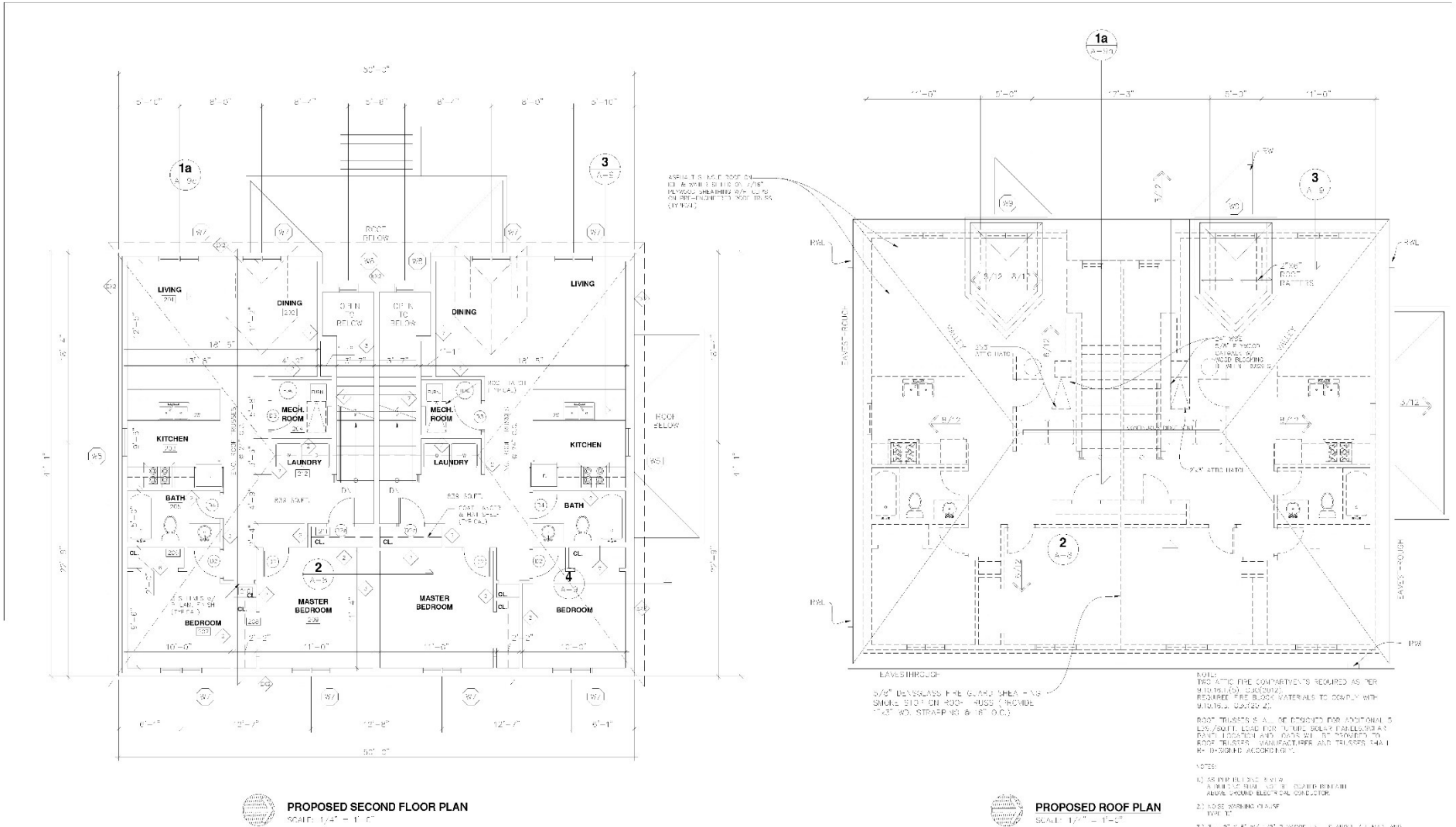
PROJECT:
Project No. 2313

DATE TITLE:
SITE PLAN

DATE:
NO.:
SP-1

APPENDIX 'B'

PROPOSED IMPROVEMENTS



VIJAY VASANTGADKAR ARCHITECT INC.
11011 WINDSOR COMMONS SUITE 404 TORONTO, ONT M2W 6L9
416-491-9882

PHASE-2
THREE SIXPLEX
5451, 5455, 5455
BLOOMFIELD RD.

WINDSOR ESSEX COMMUNITY HOUSING CORPORATION

DATE: 03/20/24
BY: [Signature]
CHECKED BY: [Signature]

DATE	DESCRIPTION
03/20/24	REVISED
03/20/24	REVISED

DATE	DESCRIPTION
03/20/24	REVISED
03/20/24	REVISED

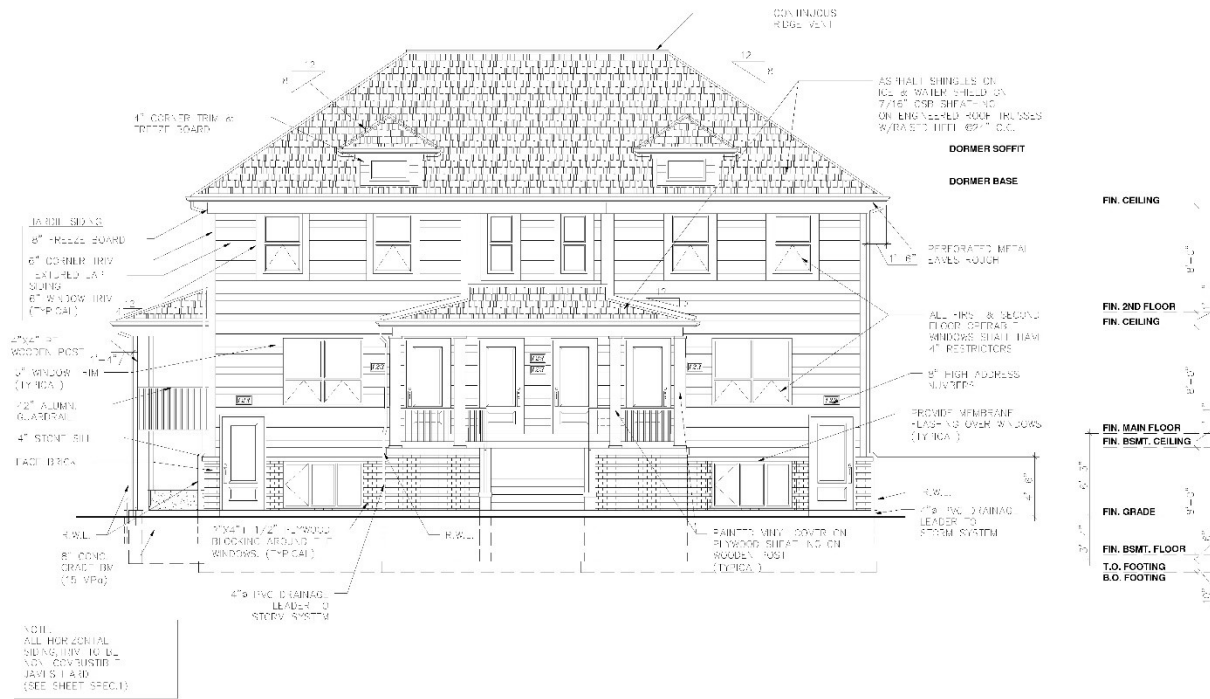
Project No. 2313

SECOND FLOOR PLAN & ROOF PLAN BLDG-D
3451 BLOOMFIELD ROAD

A-2a

APPENDIX 'B'

PROPOSED IMPROVEMENTS



PROPOSED WEST ELEVATION
SCALE: 1/4" = 1'-0"

VJAY VASANTGADKAR ARCHITECT INC.
1014 UNIVERSITY AVENUE, SUITE 100, COVINGTON, LA 70421
TEL: (504) 835-1100

PROJECT:
PHASE - 2
THREE SIXPLEX
3431, 3433, 3435
BLOOMFIELD RD.

OWNER:
WINDSOR SSEX
COMMUNITY
HOUSING
CORPORATION

CLIENT NOTES:
ALL WINDOWS TO BE INSTALLED TO MATCH EXISTING WINDOW SIZES AND FINISHES.
ALL WINDOWS MUST BE INSTALLED TO THE EXACT SIZES.
SEE THE SPECIFICATIONS.

DATE:

DATE:	
SCALE:	
PROJECT:	
CLIENT:	
ARCHITECT:	
PROJECT NO.:	

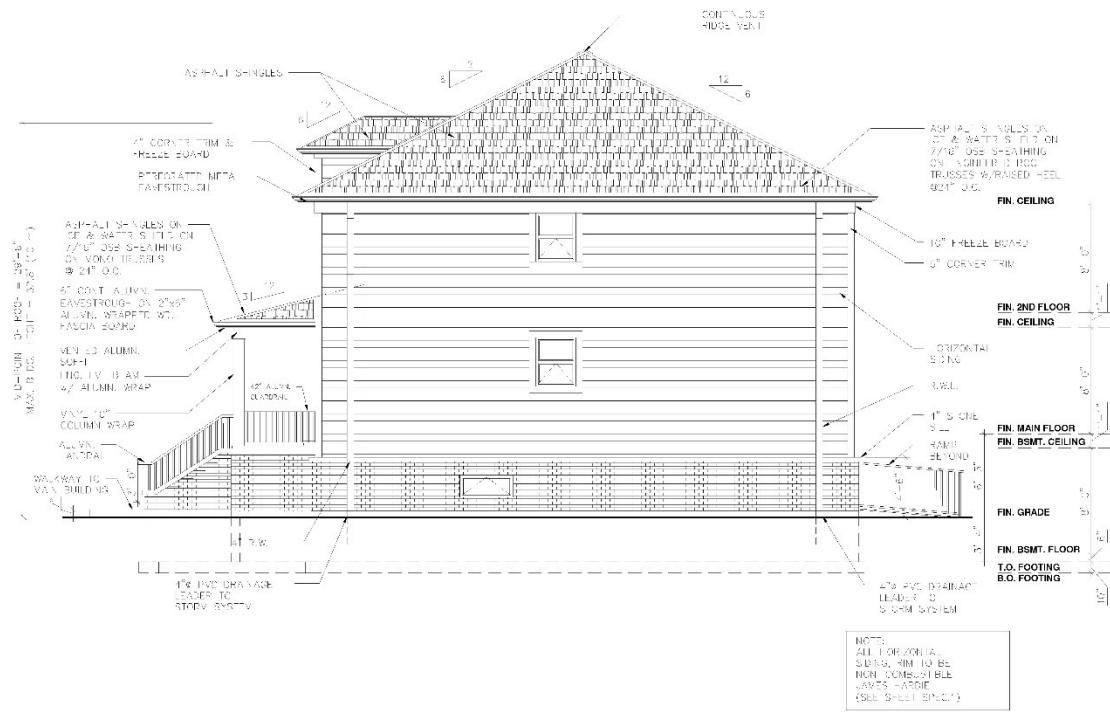
PROJECT:
Project No. 23-3

ELEVATION:
BLDG D
3431-BLOOMFIELD ROAD

DATE:
A-3a

APPENDIX 'B'

PROPOSED IMPROVEMENTS



PROPOSED SOUTH ELEVATION

SCALE: 1/4" = 1'-0"

NOTE:
ALL FOUNDATIONAL
SUBS. ARE TO BE
NON-COMBUSTIBLE
UNLESS NOTED
(SEE SHEET 51010)

VIJAY VAGANTGADKAR ARCHITECT INC.
11011 1ST FLOOR, BOSTON, MA 02118
TEL: 617-267-1101

PHASE-2
THREE SIXPLEX
3431, 3433, 3435
BLOOMFIELD RD.

DEVELOPER:
**WINDSOR ESSEX
COMMUNITY
HOUSING
CORPORATION**

GENERAL NOTES:
1. THE ARCHITECT HAS CONDUCTED VISUAL GENERAL SURVEY OF THE SITE AND HAS NOTED THE EXISTING CONDITIONS.
2. THE ARCHITECT HAS NOT CONDUCTED A GEOTECHNICAL SURVEY.
3. THE ARCHITECT HAS NOT CONDUCTED A FOUNDATION SURVEY.
4. THE ARCHITECT HAS NOT CONDUCTED A STRUCTURAL SURVEY.
5. THE ARCHITECT HAS NOT CONDUCTED A MECHANICAL, ELECTRICAL, AND PLUMBING SURVEY.
6. THE ARCHITECT HAS NOT CONDUCTED A PEST INSPECTION.
7. THE ARCHITECT HAS NOT CONDUCTED A RADON TEST.
8. THE ARCHITECT HAS NOT CONDUCTED A MOLD INSPECTION.
9. THE ARCHITECT HAS NOT CONDUCTED A LEAD INSPECTION.
10. THE ARCHITECT HAS NOT CONDUCTED A PCB INSPECTION.
11. THE ARCHITECT HAS NOT CONDUCTED A HAZARDOUS WASTE INSPECTION.
12. THE ARCHITECT HAS NOT CONDUCTED A NOISE AND VIBRATION SURVEY.
13. THE ARCHITECT HAS NOT CONDUCTED A LIGHTING SURVEY.
14. THE ARCHITECT HAS NOT CONDUCTED A SIGNAGE SURVEY.
15. THE ARCHITECT HAS NOT CONDUCTED A LANDSCAPE SURVEY.
16. THE ARCHITECT HAS NOT CONDUCTED A TRAFFIC SURVEY.
17. THE ARCHITECT HAS NOT CONDUCTED A SECURITY SURVEY.
18. THE ARCHITECT HAS NOT CONDUCTED A FIRE SAFETY SURVEY.
19. THE ARCHITECT HAS NOT CONDUCTED A LIFE SAFETY SURVEY.
20. THE ARCHITECT HAS NOT CONDUCTED A HEALTH AND SAFETY SURVEY.
21. THE ARCHITECT HAS NOT CONDUCTED A QUALITY MANAGEMENT SURVEY.
22. THE ARCHITECT HAS NOT CONDUCTED A RISK MANAGEMENT SURVEY.
23. THE ARCHITECT HAS NOT CONDUCTED A COMPLIANCE SURVEY.
24. THE ARCHITECT HAS NOT CONDUCTED A LEGAL SURVEY.
25. THE ARCHITECT HAS NOT CONDUCTED A FINANCIAL SURVEY.
26. THE ARCHITECT HAS NOT CONDUCTED A MARKETING SURVEY.
27. THE ARCHITECT HAS NOT CONDUCTED A SALES SURVEY.
28. THE ARCHITECT HAS NOT CONDUCTED A CUSTOMER SURVEY.
29. THE ARCHITECT HAS NOT CONDUCTED A SUPPLIER SURVEY.
30. THE ARCHITECT HAS NOT CONDUCTED A PARTNER SURVEY.
31. THE ARCHITECT HAS NOT CONDUCTED A COMPETITOR SURVEY.
32. THE ARCHITECT HAS NOT CONDUCTED A MARKET SURVEY.
33. THE ARCHITECT HAS NOT CONDUCTED A TRENDS SURVEY.
34. THE ARCHITECT HAS NOT CONDUCTED A FORECAST SURVEY.
35. THE ARCHITECT HAS NOT CONDUCTED A SCENARIO SURVEY.
36. THE ARCHITECT HAS NOT CONDUCTED A STRATEGY SURVEY.
37. THE ARCHITECT HAS NOT CONDUCTED A POLICY SURVEY.
38. THE ARCHITECT HAS NOT CONDUCTED A PROCEDURE SURVEY.
39. THE ARCHITECT HAS NOT CONDUCTED A SYSTEM SURVEY.
40. THE ARCHITECT HAS NOT CONDUCTED A TOOL SURVEY.
41. THE ARCHITECT HAS NOT CONDUCTED A METHOD SURVEY.
42. THE ARCHITECT HAS NOT CONDUCTED A TECHNIQUE SURVEY.
43. THE ARCHITECT HAS NOT CONDUCTED A FRAMEWORK SURVEY.
44. THE ARCHITECT HAS NOT CONDUCTED A PRACTICE SURVEY.
45. THE ARCHITECT HAS NOT CONDUCTED A PRINCIPLE SURVEY.
46. THE ARCHITECT HAS NOT CONDUCTED A THEORY SURVEY.
47. THE ARCHITECT HAS NOT CONDUCTED A MODEL SURVEY.
48. THE ARCHITECT HAS NOT CONDUCTED A PARADIGM SURVEY.
49. THE ARCHITECT HAS NOT CONDUCTED A PERSPECTIVE SURVEY.
50. THE ARCHITECT HAS NOT CONDUCTED A VISION SURVEY.

DATE:	12/15/2023
BY:	VIJAY VAGANTGADKAR
CHECKED BY:	VIJAY VAGANTGADKAR

NO.	DESCRIPTION
1	ASPHALT SHINGLES
2	7/8\"/>

DATE:	12/15/2023
BY:	VIJAY VAGANTGADKAR
CHECKED BY:	VIJAY VAGANTGADKAR

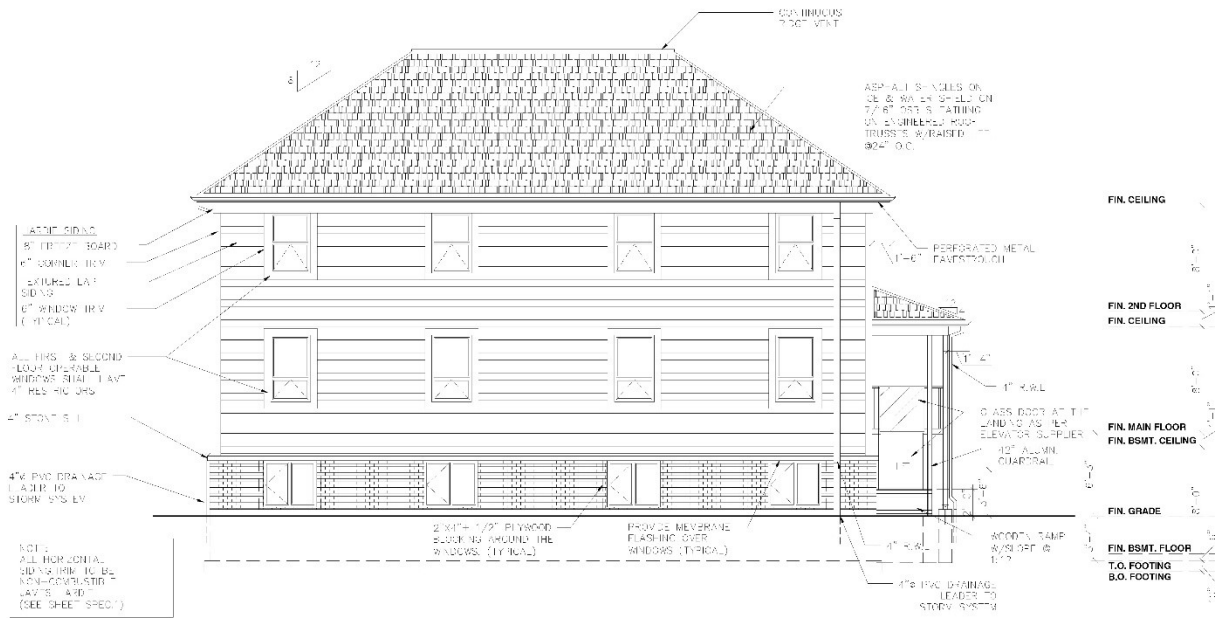
PROJECT:
Project No. 2315

DWG. FILE:
**ELEVATION
BLDG- D**
3431 BLOOMFIELD
ROAD

PC. NO.
A-4a

APPENDIX 'B'

PROPOSED IMPROVEMENTS



PROPOSED EAST ELEVATION
SCALE: 1/4" = 1'-0"

VIJAY VASANI GADKAR ARCHITECT INC.
 1014 ASPENHIRE ROAD
 SUITE 400 TROY, MI 48063
 TEL: (313) 386-1855

PROJECT:
**PHASE-2
 THREE SIXPLEX
 3431, 3433, 3435
 BLOOMFIELD RD.**

CLIENT:
**WINDSOR ESSEX
 COMMUNITY
 HOUSING
 CORPORATION**

SPECIAL NOTE:
 ALL DIMENSIONS TO BE MATCHED TO THE PLAN
 DIMENSIONS UNLESS OTHERWISE
 SPECIFIED TO BE AS SHOWN. DIMENSIONS
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DATE:

NO.	1
DATE	1/2024
REVISION	
NO.	1
DATE	1/2024
REVISION	
NO.	1
DATE	1/2024
REVISION	

PROJECT: Project No. 2313

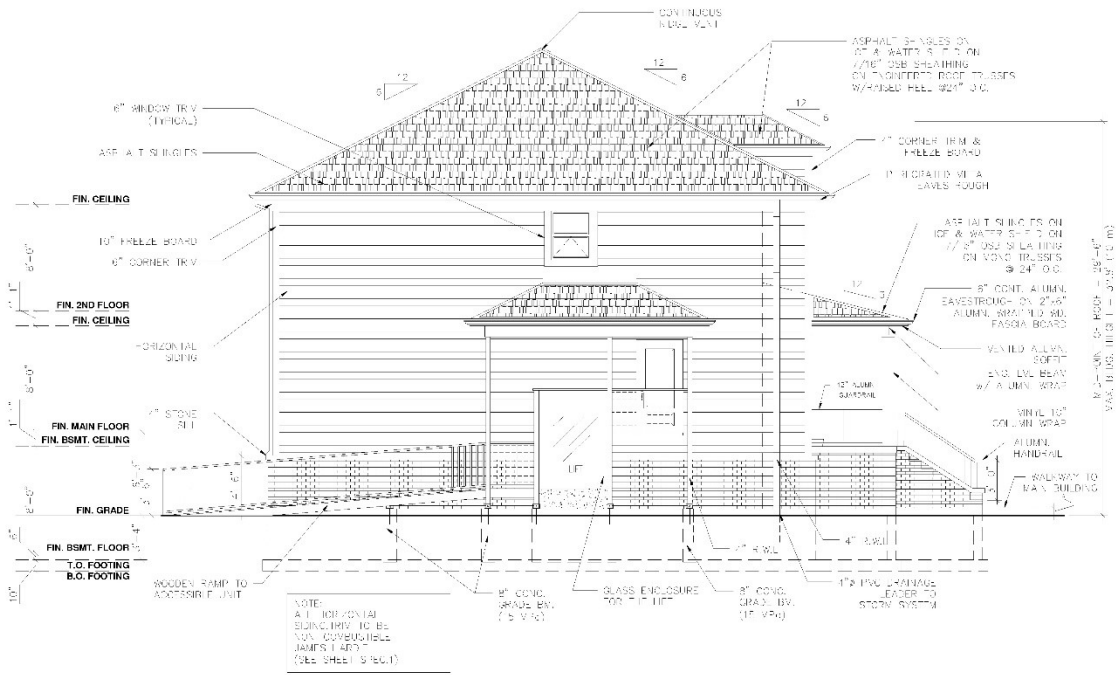
SHEET:
**ELEVATION
 BLDG- D**
 3431 - BLOOMFIELD
 ROAD

DATE:

A-5a

APPENDIX 'B'

PROPOSED IMPROVEMENTS



MUAY VASANTGADKAR ARCHITECT INC.
1311 - 15TH AVENUE, SUITE 200, BOSTON, MA 02118
TEL: (617) 267-1500

PHASE 2 THREE SIX PLEX
3431, 3433, 3435 BLOOMFIELD RD.

WINDSOR ESSEX COMMUNITY HOUSING CORPORATION

NOTICE:
ALL DIMENSIONS TO FACE UNLESS OTHERWISE NOTED.
ALL DIMENSIONS TO FACE UNLESS OTHERWISE NOTED.
DO NOT SCALE DRAWINGS.

DATE:
07/21/2023
BY: [Signature]

DATE	BY	REVISION
07/21/2023	[Signature]	ISSUED FOR PERMIT

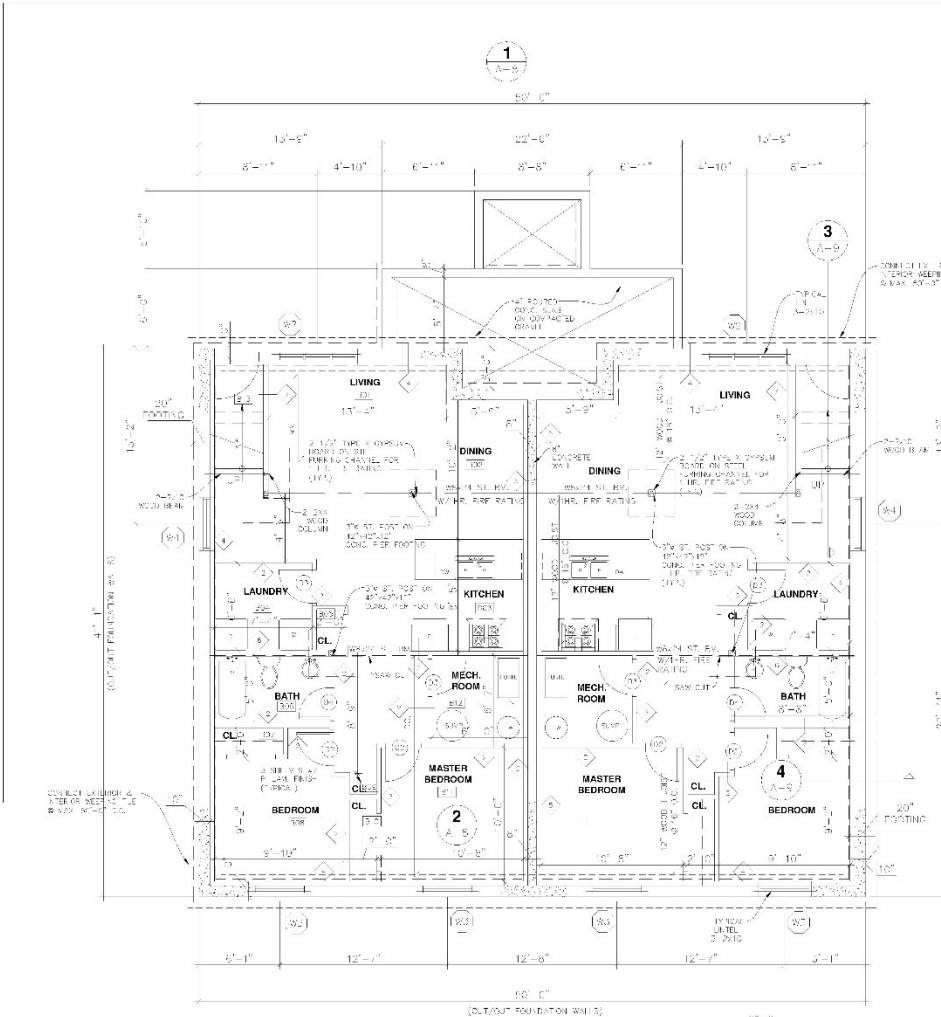
Project No. 2313

ELEVATION BLDG - D
3431-BLOOMFIELD ROAD

A-6a

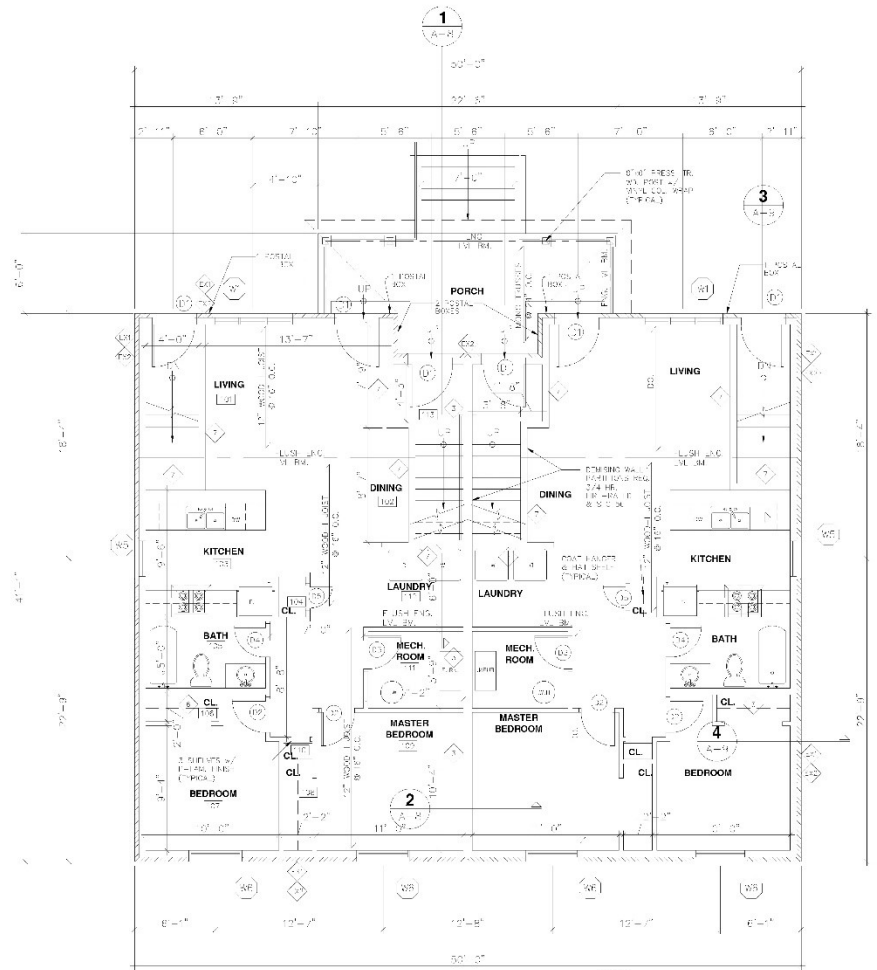
APPENDIX 'B'

PROPOSED IMPROVEMENTS



PROPOSED FOUNDATION / BASEMENT PLAN
SCALE: 1/4" = 1'-0"

- NOTES:
1. THE COMPREHENSIVE SPECIFICATIONS OF CONCRETE APPLY TO THIS PLAN. SEE THE 2019 IBCS, 2018 ACI 308.1R-18, AND 2019 ACI 309.1R-18 FOR MORE INFORMATION.
 2. THE CONCRETE SHALL HAVE AN ENHANCED CURING AND PROTECTION SYSTEM.
 3. ALL CONCRETE SHALL BE CAST AND CURED IN ACCORDANCE WITH THE 2019 IBCS AND 2018 ACI 308.1R-18.



PROPOSED MAIN FLOOR PLAN
SCALE: 1/4" = 1'-0"

- NOTES:
1. ALL FLOOR FINISHES SHALL BE AS SHOWN.
 2. ALL WALLS SHALL BE 12" THICK UNLESS NOTED OTHERWISE.
 3. ALL DOORS SHALL BE AS SHOWN.
 4. ALL FLOOR FINISHES SHALL BE AS SHOWN.
 5. ALL CEILING FINISHES SHALL BE AS SHOWN.
 6. ALL ELECTRICAL SYMBOLS SHALL BE AS SHOWN.
 7. ALL MECHANICAL SYMBOLS SHALL BE AS SHOWN.
 8. ALL WINDOW SYMBOLS SHALL BE AS SHOWN.
 9. ALL WINDOW FINISHES SHALL BE AS SHOWN.
 10. ALL WINDOW OPERATIONS SHALL BE AS SHOWN.
 11. ALL WINDOW SIZES SHALL BE AS SHOWN.
 12. ALL WINDOW PLACEMENTS SHALL BE AS SHOWN.
 13. ALL WINDOW FINISHES SHALL BE AS SHOWN.
 14. ALL WINDOW OPERATIONS SHALL BE AS SHOWN.
 15. ALL WINDOW SIZES SHALL BE AS SHOWN.
 16. ALL WINDOW PLACEMENTS SHALL BE AS SHOWN.

VJAY VABANTGADKAR ARCHITECT, INC.
1818 3RD STREET, SUITE 200, BLOOMFIELD, NJ 07003
908.439.8800

**PHASE 2
THREE SIXPLEX
3431, 3433, 3435
BLOOMFIELD RD.**

WINDSOR ESSEX COMMUNITY HOUSING CORPORATION

DATE:	12/15/2023
REVISION:	REVISED
BY:	VJAY VABANTGADKAR
CHECKED BY:	VJAY VABANTGADKAR

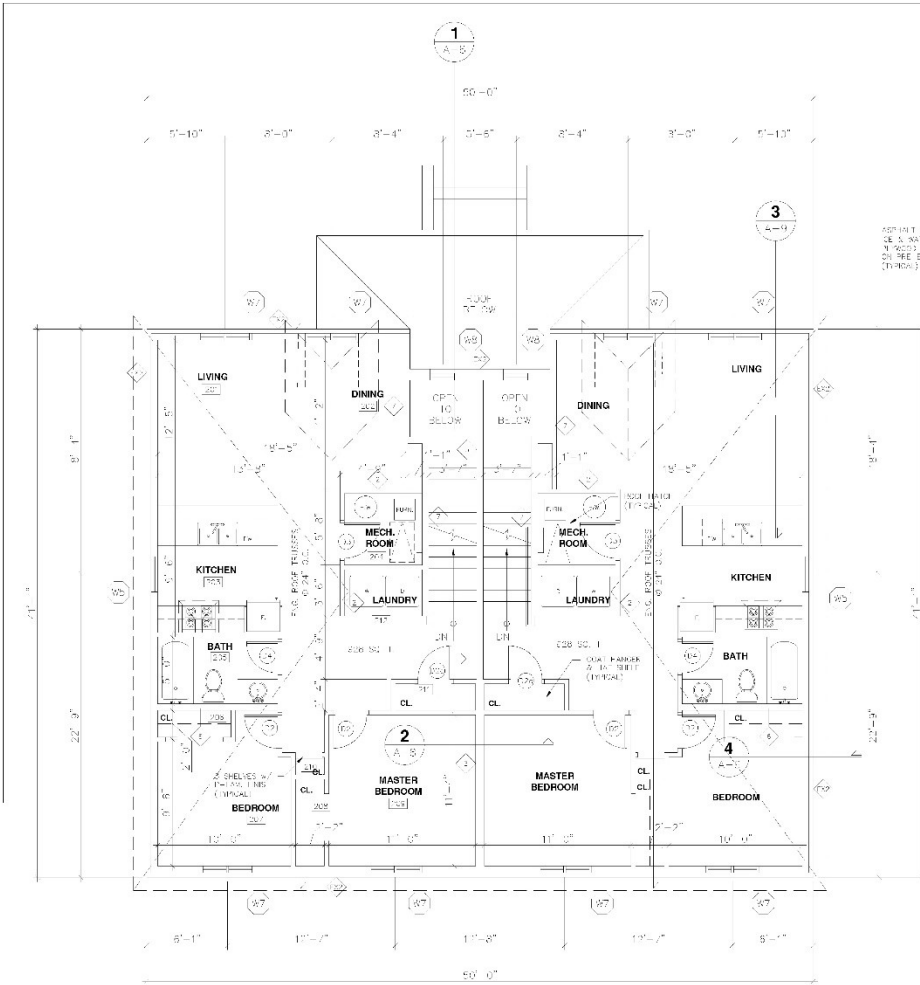
SCALE:	1/4" = 1'-0"
PROJECT NO.:	2313
DATE:	12/15/2023

**FLOOR PLANS
BLDG - E
3433 BLOOMFIELD ROAD**

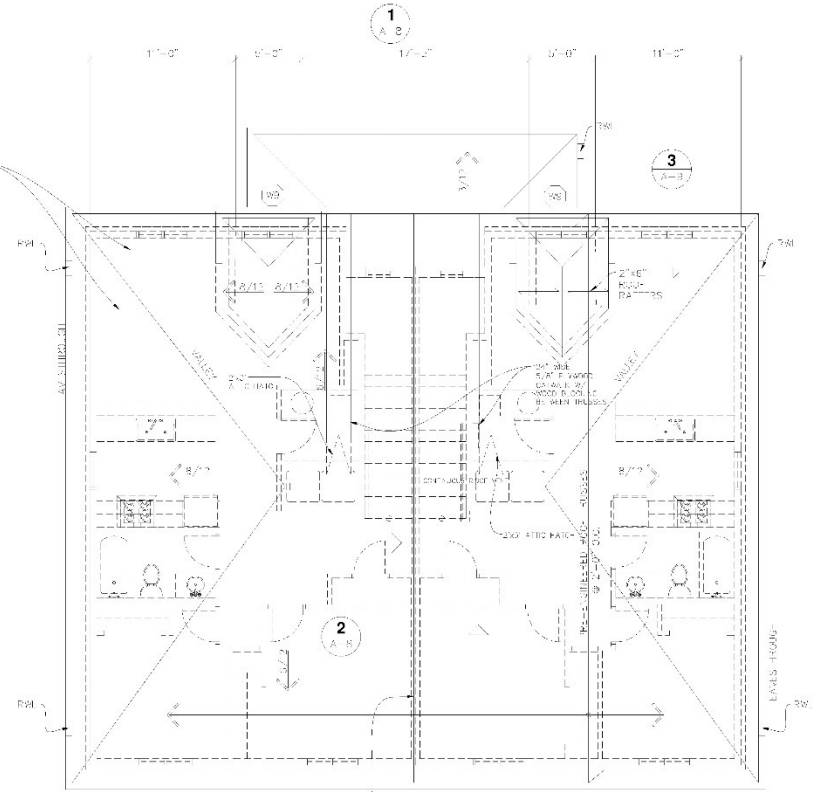
A-1b

APPENDIX 'B'

PROPOSED IMPROVEMENTS



PROPOSED SECOND FLOOR PLAN
SCALE: 1/4" = 1'-0"



PROPOSED ROOF PLAN
SCALE: 1/2" = 1'-0"

VIJAY VARANTGADKAR ARCHITECT INC.
1101 UNIVERSITY AVENUE, SUITE 404 TORONTO, ONT M5G 1S7
TEL: (416) 966-7500

**PHASE-2
THREE SIXPLEX
5451, 5455, 5455
BLOOMFIELD RD.**

WINDSOR ESSEX COMMUNITY HOUSING CORPORATION

DATE: 03/20/24
BY: [Signature]

DATE	DESCRIPTION
03/20/24	REVISED
03/20/24	REVISED

DATE	DESCRIPTION
03/20/24	REVISED
03/20/24	REVISED

Project No. 2313

**2ND FLOOR PLAN
ROOF PLAN
BLDG - E
3453 BLOOMFIELD ROAD**

A-2b

APPENDIX 'B'

PROPOSED IMPROVEMENTS



VIJAY VASANTGADKAR ARCHITECTS INC.
1011 E. 13TH AVE. SUITE 150 TORONTO, ONT. M6H 1Y4
TEL: (416) 928-1642

PHASE-2 THREE SIFPLEX
3431, 3433, 3435 BLOOMFIELD RD.

WINDSOR ESSEX COMMUNITY HOUSING CORPORATION

DATE: 01/25/24
ALL DIMENSIONS TO BE CHECKED AND DERIVED ON THE DRAWING AND FIELD AND APPROVED BY THE ARCHITECT OR THE PROJECT ARCHITECT.
ALL DIMENSIONS SHALL BE THE PROPERTY OF THE ARCHITECT.
DO NOT SCALE DRAWING.

DATE: 01/25/24
FOR USER ONLY

NO.	DATE	DESCRIPTION

NO.	DATE	DESCRIPTION

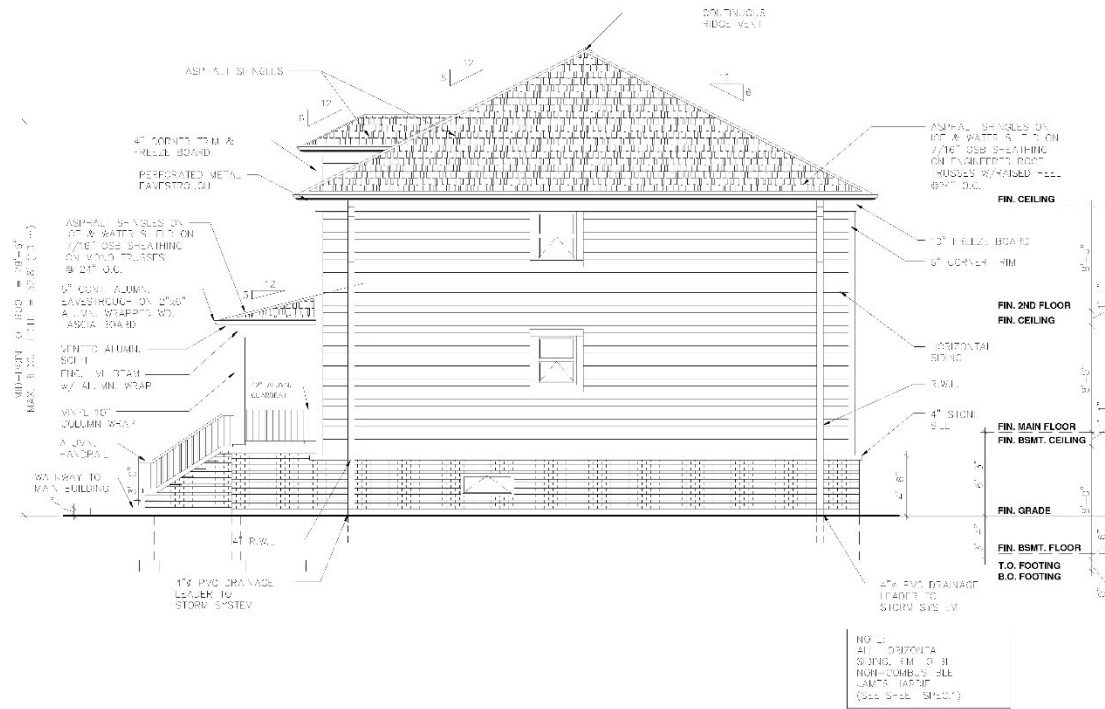
PROJECT: Project No. 2313

DATE: 01/25/24
ELEVATION: BLDG- E
3433-BLOOMFIELD ROAD

SCALE: 1/4" = 1'-0"
A-3b

APPENDIX 'B'

PROPOSED IMPROVEMENTS



PROPOSED SOUTH ELEVATION
SCALE: 1/4" = 1'-0"

VJAY
VASANIGADKAR
ARCHITECT INC.
1004 LEBLANCHE ROAD
SUITE 400 TORONTO, ONT.
M5E 1A2
TEL: (416) 593-1855

PROJECT NAME:
PJ 1351-2
THREE SIXPLEX
3433, 3435, 3435
BLOOMFIELD RD.

CLIENT:
WINDSOR FSS X
COMMUNITY
HOUSING
CORPORATION

OTHER NOTES:
A. THIS DRAWING IS AN APPROXIMATE REPRESENTATION OF THE PROPOSED IMPROVEMENTS TO BE MADE TO THE PROPERTY.
B. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
C. SEE ALL OTHER DRAWINGS FOR COMPLETE INFORMATION.

DATE:

BY:

CHECKED BY:

NO.	DATE	DESCRIPTION
1	2024-03-04	ISSUED FOR PERMIT
2	2024-03-04	ISSUED FOR PERMIT
3	2024-03-04	ISSUED FOR PERMIT
4	2024-03-04	ISSUED FOR PERMIT
5	2024-03-04	ISSUED FOR PERMIT
6	2024-03-04	ISSUED FOR PERMIT
7	2024-03-04	ISSUED FOR PERMIT
8	2024-03-04	ISSUED FOR PERMIT
9	2024-03-04	ISSUED FOR PERMIT
10	2024-03-04	ISSUED FOR PERMIT

PROJECT NO.:
Project No. 2315

DATE:
ELEVATION
BUILDING F
3433-BLOOMFIELD
ROAD

A-4b

APPENDIX 'B'

PROPOSED IMPROVEMENTS



VIJAY VASANTGADNAR ARCHITECT INC.
115 WEST BROAD ROAD, SUITE 200, BLOOMFIELD, CT 06101
Tel: (860) 256-1826

PROJECT:
PHASE 2
THREE SIXPLEX
3431, 3433, 3435
BLOOMFIELD RD.

CLIENT:
WINDSOR ESSEX COMMUNITY HOUSING CORPORATION

GENERAL NOTES:
ALL DIMENSIONS TO FACE UNLESS OTHERWISE NOTED.
ALL DIMENSIONS TO FACE UNLESS OTHERWISE NOTED.
ALL DIMENSIONS TO FACE UNLESS OTHERWISE NOTED.
DO NOT SCALE DRAWINGS

DATE:
01/21/2023
BY:
SUNIL KUMAR

REVISIONS:

NO.	DATE	DESCRIPTION
1		
2		
3		
4		
5		

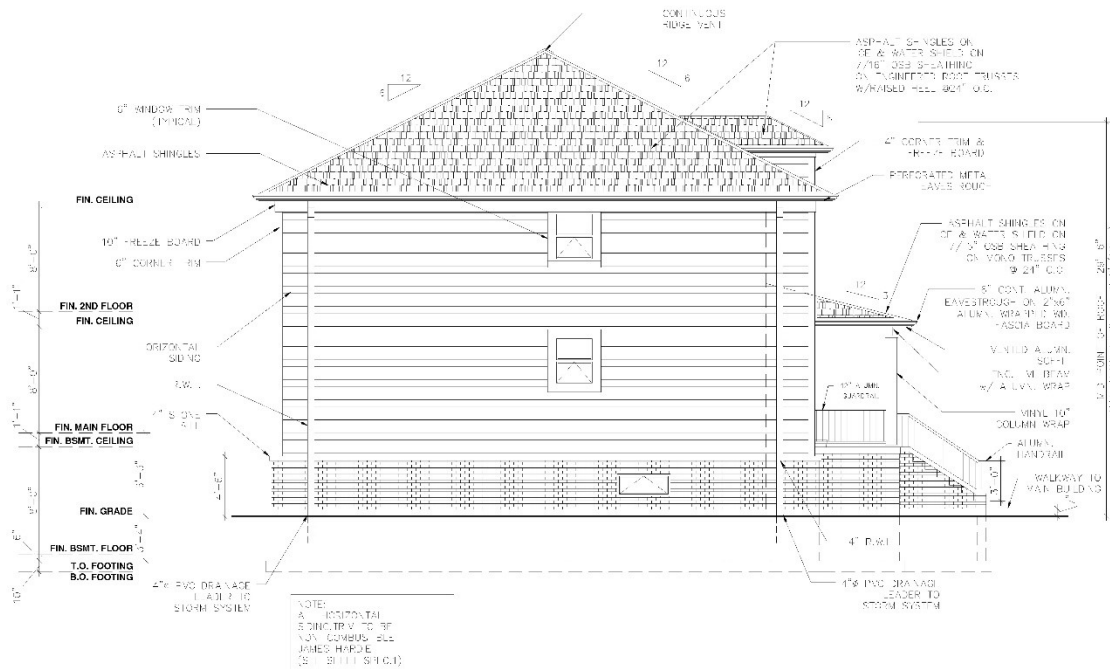
PROJECT:
Project No. 2313

DATE:
ELEVATION
BLDG - C
3433-BLOOMFIELD ROAD

DATE:
A-5b

APPENDIX 'B'

PROPOSED IMPROVEMENTS



VILAY VAPANTIGADANAR ARCHITECT INC.
1000 UNIVERSITY AVENUE, SUITE 1000, TORONTO, ONT. M5G 1R7
(416) 593-8888

PROJECT NAME:
PHASE-2
THREE SIXPLEX
3431, 3433, 3435
BLOOMFIELD RD.

CLIENT:
WINDSOR ESSEX
COMMUNITY
HOUSING
CORPORATION

GENERAL NOTES:
1. ALL WORK TO BE COMPLETED WITHIN THE SPECIFIED TIME FRAME.
2. ALL WORK TO BE COMPLETED WITHIN THE SPECIFIED TIME FRAME.
3. ALL WORK TO BE COMPLETED WITHIN THE SPECIFIED TIME FRAME.
4. ALL WORK TO BE COMPLETED WITHIN THE SPECIFIED TIME FRAME.

DATE:
2024

NO.	DESCRIPTION	DATE

DATE	DESCRIPTION

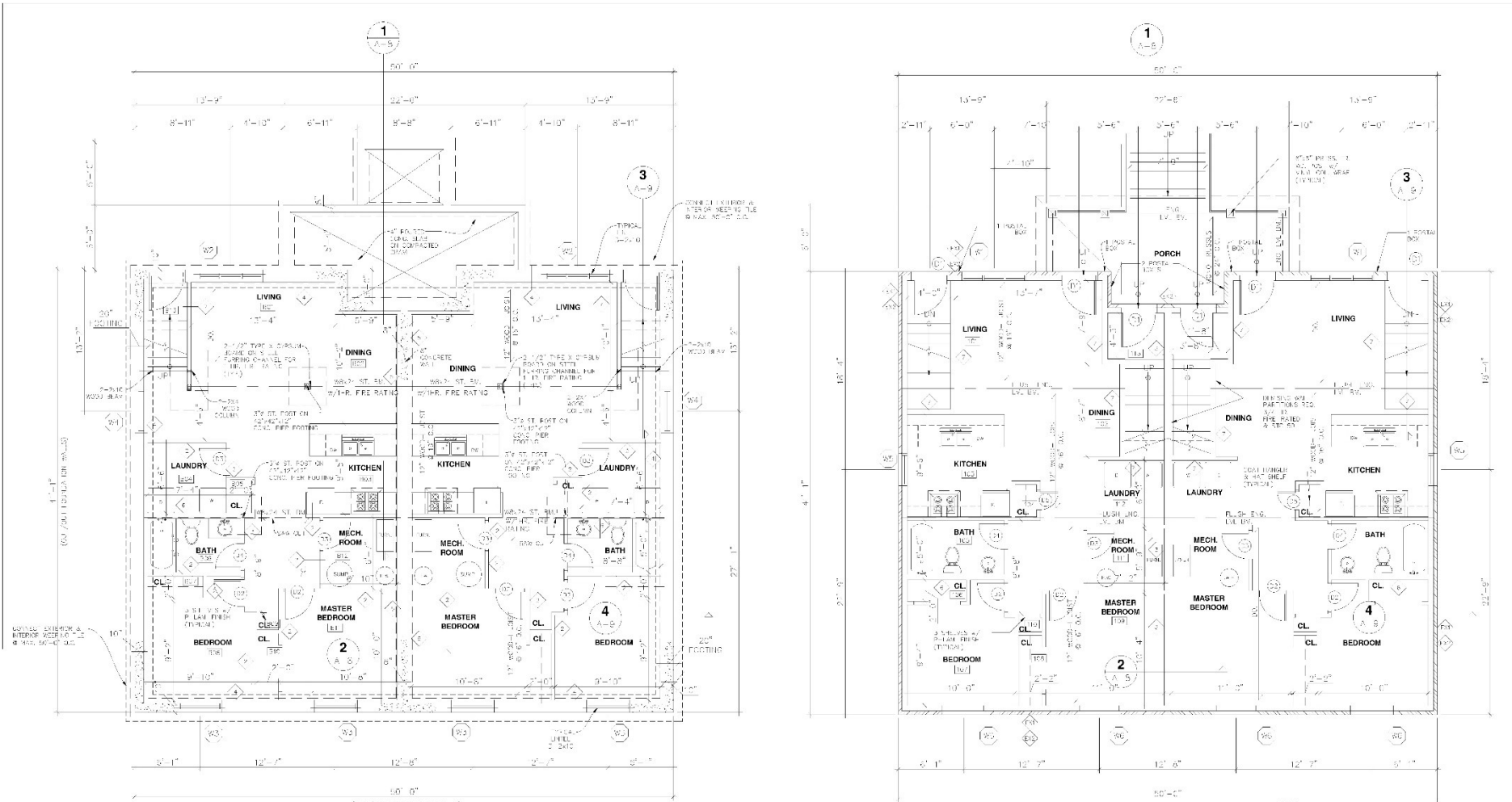
PROJECT:
Project No. 2315

DWG FILE:
ELEVATION
BLDC - E
3433-BI COMMFIID
ROAD

DWG NO.:
A-6b

APPENDIX 'B'

PROPOSED IMPROVEMENTS



PROPOSED FOUNDATION / BASEMENT PLAN
SCALE: 1/4" = 1'-0"

- 1. ALL CONCRETE SHALL BE 4000 PSI COMPRESSIVE STRENGTH.
- 2. ALL REINFORCING SHALL BE #4.
- 3. ALL REINFORCING SHALL BE 18" ON CENTER.
- 4. ALL REINFORCING SHALL BE 18" ON CENTER.
- 5. ALL REINFORCING SHALL BE 18" ON CENTER.
- 6. ALL REINFORCING SHALL BE 18" ON CENTER.
- 7. ALL REINFORCING SHALL BE 18" ON CENTER.
- 8. ALL REINFORCING SHALL BE 18" ON CENTER.
- 9. ALL REINFORCING SHALL BE 18" ON CENTER.
- 10. ALL REINFORCING SHALL BE 18" ON CENTER.

PROPOSED MAIN FLOOR PLAN
SCALE: 1/4" = 1'-0"

- NOTES:
1. AS PER THE LIVING ROOM, A P.C. UNIT SHALL BE INSTALLED IN THE BATHROOM ELECTRICAL CLOSET.
 2. THE BATHROOM SHALL BE 5'-0" X 7'-0" WITH A 3'-0" X 5'-0" SHOWER.
 3. THE BATHROOM SHALL BE 5'-0" X 7'-0" WITH A 3'-0" X 5'-0" SHOWER.
 4. THE BATHROOM SHALL BE 5'-0" X 7'-0" WITH A 3'-0" X 5'-0" SHOWER.
 5. THE BATHROOM SHALL BE 5'-0" X 7'-0" WITH A 3'-0" X 5'-0" SHOWER.

VIJAY VARANTGADKAR ARCHITECT, INC.
1811 37TH STREET, SUITE 200, BLOOMFIELD, NJ 07003
908-998-8800

PHASE - 2
THREE SIXPLEX
3431, 3433, 3435
BLOOMFIELD RD.

WINDSOR ESSEX COMMUNITY HOUSING CORPORATION

DATE: 03/28/24
BY: [Signature]

NO.	DATE	REVISION
1	03/28/24	ISSUED FOR PERMIT

DATE	BY	CHKD.
03/28/24	[Signature]	[Signature]

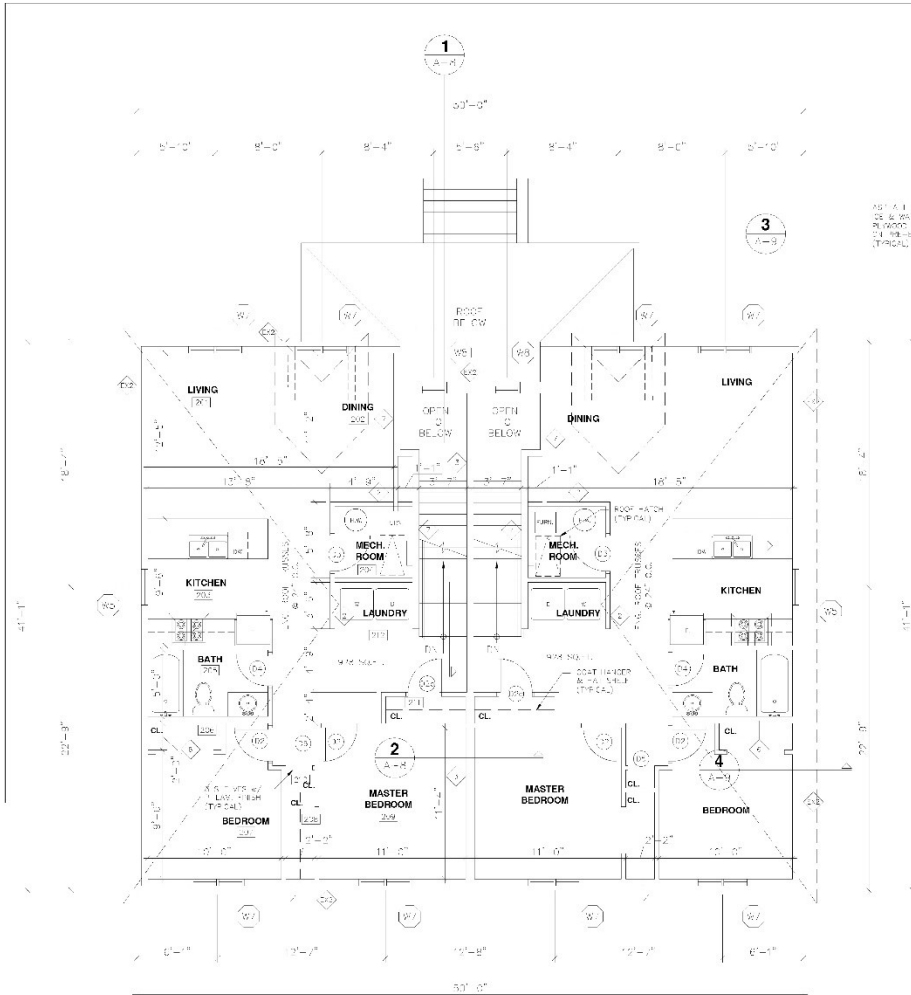
Project No. 2313

FLOOR PLANS
BI DG - 1
3435-BLOOMFIELD ROAD

A-1c

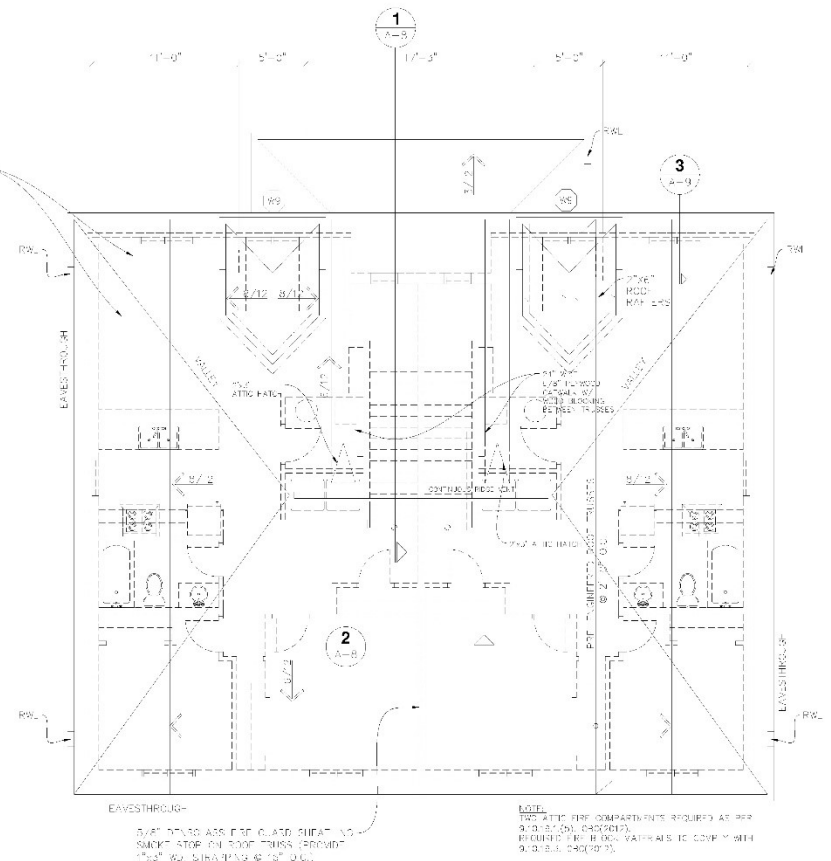
APPENDIX 'B'

PROPOSED IMPROVEMENTS



PROPOSED SECOND FLOOR PLAN
SCALE: 1/4" = 1'-0"

AS PER SINGLE ROOM
TO BE WORK SHED BY 7/8"
IN WOOD SHEATHING 5/8" CLAS
TO BE RE-INSTALLED FOR ROOF
TRUSS.



PROPOSED ROOF PLAN
SCALE: 1/2" = 1'-0"

NOTES:
1) ALL TRUSS ARE TO BE CLAS SHEATHING TO MATCH WITH ROOF TRUSS SYSTEM.
2) ALL TRUSS ARE TO BE CLAS SHEATHING TO MATCH WITH ROOF TRUSS SYSTEM.
3) ALL TRUSS ARE TO BE CLAS SHEATHING TO MATCH WITH ROOF TRUSS SYSTEM.
4) ALL TRUSS ARE TO BE CLAS SHEATHING TO MATCH WITH ROOF TRUSS SYSTEM.
5) ALL TRUSS ARE TO BE CLAS SHEATHING TO MATCH WITH ROOF TRUSS SYSTEM.

- NOTES:**
- 1) ALL TRUSS ARE TO BE CLAS SHEATHING TO MATCH WITH ROOF TRUSS SYSTEM.
 - 2) ALL TRUSS ARE TO BE CLAS SHEATHING TO MATCH WITH ROOF TRUSS SYSTEM.
 - 3) ALL TRUSS ARE TO BE CLAS SHEATHING TO MATCH WITH ROOF TRUSS SYSTEM.
 - 4) ALL TRUSS ARE TO BE CLAS SHEATHING TO MATCH WITH ROOF TRUSS SYSTEM.
 - 5) ALL TRUSS ARE TO BE CLAS SHEATHING TO MATCH WITH ROOF TRUSS SYSTEM.

VIJAY VARANTGADKAR ARCHITECT INC
11111 UNIVERSITY BLVD, SUITE 400, BLOOMFIELD, NJ 07003
TEL: 973-962-1500

PHASE-2
THREE SIXPLEX
5451, 5455, 5455
BLOOMFIELD RD.

WINDSOR ESSEX COMMUNITY HOUSING CORPORATION

DATE:
ALL DIMENSIONS TO BE CHECKED AND CORRECTED.
ON THE DATE OF THE DRAWING.
TO BE REVISOR TO THE ARCHITECT.
ALL DIMENSIONS TO BE CHECKED AND CORRECTED.
ON THE DATE OF THE DRAWING.
TO BE REVISOR TO THE ARCHITECT.

DATE	DESCRIPTION

DATE	DESCRIPTION

Project No. 2313

2ND FLOOR PLAN
ROOF PLAN
BLDG - F
3435-BLOOMFIELD ROAD

A-2c

APPENDIX 'B'

PROPOSED IMPROVEMENTS



PROPOSED WEST ELEVATION
 SCALE: 1/4" = 1'-0"

VMAY
VASANTGADKAR
ARCHITECT INC.
 7474 LINDENHURST AVENUE
 SUITE 100A, RICHMOND HILL, ONT.
 L4B 1Z1T
 TEL: (905) 886-1822

PHASE - 2
THREE SIXPLEX
 3431, 3433, 3435
 BLOOMFIELD RD.

CLIENT:
WINDSOR ESSEX
COMMUNITY
HOUSING
CORPORATION

GENERAL NOTES:
 1) ALL DRAWINGS TO BE CHECKED AND REVISIONS TO BE MADE BY THE CLIENT/ENGINEER.
 2) ALL DIMENSIONS TO BE SHOWN BY THE ARCHITECT.
 3) ALL DIMENSIONS TO BE SHOWN BY THE ARCHITECT.

DATE:
 08/11/2024

DATE	DESCRIPTION
08/11/2024	ISSUED FOR PERMIT

DATE	DESCRIPTION
08/11/2024	ISSUED FOR PERMIT

PROJECT:
 Project No. 2313

USE FILE:
 ELEVATION
 BLDG- F
 3435-BLOOMFIELD
 ROAD

DATE:
A-3c

APPENDIX 'B'

PROPOSED IMPROVEMENTS



PROPOSED EAST ELEVATION
SCALE: 1/4" = 1'-0"

VILAY VASANTGADKAR ARCHITECT INC. <small>150 ASPENWOOD ROAD, SUITE 400, TORONTO, ONT. M2N 6L7 TEL: (416) 291-1922</small>	PHASE - 2 THREE SIX PLEX 3431, 3433, 3435 BLOOMFIELD RD.	CLIENT WINDSOR ESSEX COMMUNITY HOUSING CORPORATION	DATE <small>ALL DIMENSIONS TO BE CHECKED AND NOTED ON FIELD. ALL DIMENSIONS TO BE REPORTED TO CLIENT. ALL DIMENSIONS TAKEN TO FACE UNLESS OTHERWISE NOTED. DO NOT SCALE DIMENSIONS.</small>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">DATE</td> <td style="width: 50%;">BY</td> </tr> <tr> <td>07 JUN 2023</td> <td>YI HUA</td> </tr> <tr> <td>08 JUN 2023</td> <td>BOB PER</td> </tr> </table>	DATE	BY	07 JUN 2023	YI HUA	08 JUN 2023	BOB PER	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">NO.</td> <td style="width: 50%;">DESCRIPTION</td> </tr> <tr> <td>1</td> <td></td> </tr> <tr> <td>2</td> <td>7.0</td> </tr> <tr> <td>3</td> <td>V.V.</td> </tr> <tr> <td>4</td> <td>V.V.</td> </tr> <tr> <td>5</td> <td>22212</td> </tr> </table>	NO.	DESCRIPTION	1		2	7.0	3	V.V.	4	V.V.	5	22212	PROJECT NO. 2313 ELEVATION BLDG - F 3435 - BLOOMFIELD ROAD	A-5c
DATE	BY																								
07 JUN 2023	YI HUA																								
08 JUN 2023	BOB PER																								
NO.	DESCRIPTION																								
1																									
2	7.0																								
3	V.V.																								
4	V.V.																								
5	22212																								



Subject: Downtown Community Improvement Plan Applications made by 1000287003 Ontario Inc. for 28, 34, and 36 Chatham Street East, Ward 3

Reference:

Date to Council: March 4, 2024
Author: Laura Strahl
Planner III - Special Projects
519-255-6543 ext. 6396
lstrahl@citywindsor.ca

Nathan Li
Planning Assistant
519-255-6543 Ex 6438
nli@citywindsor.ca

Planning & Building Services
Report Date: February 12, 2024
Clerk's File #: SPL2024

To: Mayor and Members of City Council

Recommendation:

- I. THAT the request made by 1000287003 Ontario Inc. (c/o Robert Peters) for the proposed development at 28, 34 and 36 Chatham Street East to participate in the Commercial/Mixed Use Building Facade Improvement Program **BE APPROVED**, subject to the applicant submitting brick samples to the satisfaction of the City Planner, for a grant up to 50% of the eligible costs of the facade improvements, to a maximum of \$20,000.
- II. THAT the City Treasurer **BE AUTHORIZED** to issue payment of \$20,000 for grants under the Commercial/Mixed Use Building Facade Improvement Grant Program for 28, 34 and 36 Chatham Street East to 1000287003 Ontario Inc. upon completion of facade improvements subject to the satisfaction of the City Planner and Chief Building Official.
- III. Grant funds in the amount of \$20,000 under the Commercial/Mixed Use Building Facade Improvement Grant Program **BE TRANSFERRED** from the CIP Reserve Fund 226 to the City Centre Community Development Planning Fund (Project #7011022) when work is completed.

IV. THAT should the facade improvements not be completed within two (2) years of Council approval of Report 23/2024, City Council **AUTHORIZE** that the funds under the Commercial/Mixed Use Building Facade Improvement Program be uncommitted and made available for other applications.

Executive Summary:

N/A

Owner: 1000287003 Ontario Inc.

Principal Owners: Robert Peters and Vlasta Kominsky

Background:

The Downtown Windsor Community Improvement Plan (Downtown CIP) was approved by City Council on September 29, 2017 and an adopting by-law was passed by City Council on October 16, 2017.

The Downtown CIP provides financial incentives to encourage new residential development, retail investment, facade improvements, and building/property improvements.

1000287003 Ontario Inc., owner of the property located at 28, 34 and 36 Chatham Street East (see Appendix A – Location Map and Appendix B – Current Building Photographs), has applied for financial incentives under the Commercial/Mixed Use Building Facade Improvement Program. The applicant is proposing to renovate the facade (see Appendix C – Proposed Facade Improvements) of the existing two storey building by:

- replacing the stone aggregate veneer with brick (the applicant will be required to submit brick samples to the satisfaction of the City Planner to confirm brick is as shown in their proposal);
- replacing the upper storey windows;
- refinishing the existing wood doors on the ground floor; and,
- Erecting new signage.

Discussion:

Commercial/Mixed Use Building Facade Improvement Program

This program aims to increase the visual attractiveness of the downtown through the redesign, renovation or restoration of commercial and mixed-use building facades within

the CIP area. The program will cover 50% of the eligible costs of the facade improvements up to \$20,000 per property.

The undertaking of the proposed facade improvements will require a Hoarding Permit from the City's Right-of-Way Division to locate scaffolding and work within the public right-of-way. The Right-of-Way Division has advised that a Hoarding Permit will not be issued until the owner has completed the required repairs and surface restoration associated with the underground storage chamber at 28 Chatham Street. The applicant is aware of this requirement. An encroachment agreement between the City and the owner has been executed for the portion of underground storage chamber to remain in the right-of-way.

Risk Analysis:

There is low risk associated with the approval of subject Downtown Windsor CIP grant application. The Commercial/Mixed Use Building Facade Improvement Grant will not be paid out until all building permits are closed, and that all work has been completed to the satisfaction of the City.

Climate Change Risks

Climate Change Mitigation:

Designated as Mixed Use in Schedule E: City Centre Planning District of the City of Windsor's Official Plan, the subject property is located in a neighbourhood where revitalization is strongly encouraged. The utilization of an existing building in an existing neighbourhood promotes energy efficiency, eliminating the need for new development to occur on greenfield sites.

Climate Change Adaptation:

N/A

Financial Matters:

Commercial/Mixed Use Building Facade Improvement Program

The applicant is eligible for Commercial/Mixed Use Building Facade Improvement Program under the Downtown Windsor CIP for 50% of the eligible costs, up to a maximum of \$20,000 per property. The applicant has provided three (3) quotes each for both the facade renovation (ranging from \$35,550 to \$42,275) and the replacement of windows (\$11,355 to \$14,121), therefore the total project is estimated between \$46,275 and \$56,396. The project is eligible for a maximum of \$20,000. All improvements must be made within two years of Council approval of the subject report.

Since Downtown Windsor CIP grant applications are approved by Council, the approved grant amount will be transferred to the capital project account to be kept as committed

funds, until the grant is ready to be paid out. The uncommitted balance of the CIP Reserve Fund 226 is \$438,548.19. However, this balance does not account for other CIP grant requests that are currently being considered by the Development & Heritage Standing Committee/City Council or have been endorsed by the standing committee and are not yet approved by City Council.

Consultations:

The City of Windsor’s Downtown Windsor Community Improvement Plan was subject to stakeholder and public consultation as part of the approval process, including public meetings, a statutory public meeting and circulation among internal City staff and the Province.

Planning staff have consulted with the applicant prior to accepting the application for the Downtown CIP grants. Adam Pillon, Manager of Right-of-Way; Amy Olsen and Kate Tracey, Senior Legal Counsel, Legal & Real Estate; were consulted with respect to the Commercial/Mixed Use Building Facade Improvement Grant Program of the Downtown CIP.

Conclusion:

Administration recommends that City Council approve the application made by 1000287003 Ontario Inc., owner of the property on 28, 34 and 36 Chatham Street East, to participate in the Commercial/Mixed Use Building Facade Improvement Program under the Downtown Windsor CIP.

Approvals:

Name	Title
Laura Strahl	Senior Planner – Special Projects
Josie Gualtieri	Financial Planning Administrator
Jason Campigotto	Manager of Growth/Deputy City Planner
Thom Hunt	City Planner
Kate Tracey	Senior Legal Counsel
Lorie Gregg	Deputy Treasurer, Taxation, Treasury & Financial Projects
Tony Ardovini	On behalf of Commissioner, Finance and City Treasurer
Jelena Payne	Commissioner, Economic Development
Ray Mensour for Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

- 1 Appendix A - Location Map
- 2 Appendix B - Existing Building
- 3 Appendix C - Proposed Facade Improvements



LOCATION MAP : 28 CHATHAM STREET EAST



SUBJECT PROPERTY



Appendix B – Current Building – 28, 34, 36 Chatham Street East



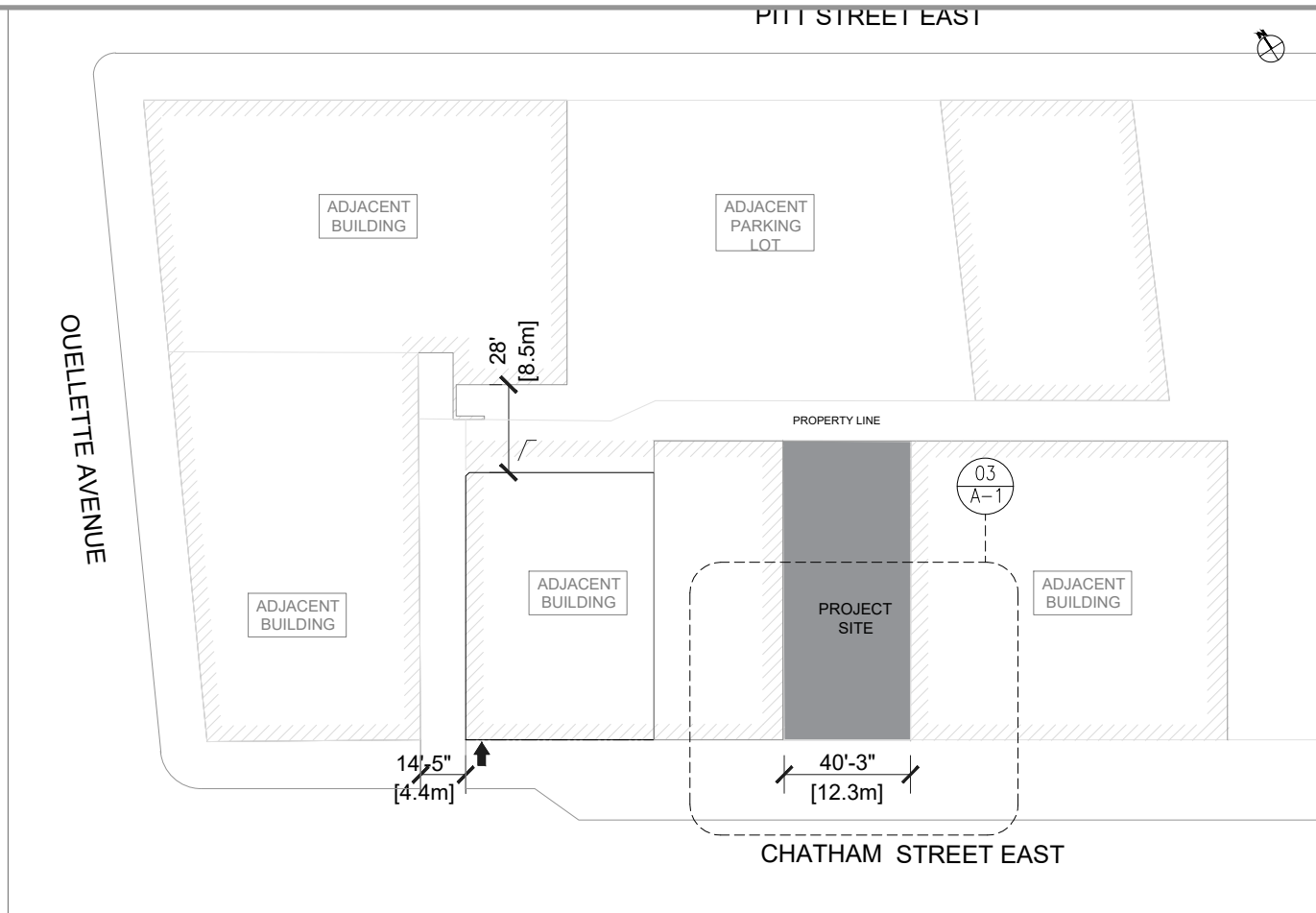
INFRINGEMENT OF COPYRIGHT: This electronic drawing belongs to and remains the property of MMA Architect Inc. Their alteration by the Client, client's forces, or companies hired by the client is strictly PROHIBITED. The Client may retain copies, including electronic or digital and other reproducible copies, of this drawing for information and reference in connection with the Client's use and occupancy of the Project. Copies may only be used for the purposes intended and for a one-time use on the same site, and for this same Project by this Client only and may not be offered for sale or transfer without the express written consent of the Architect. Except for reference purposes, the Architect's electronic or digital files and information shall not be used for renovations, additions or alterations to the Project or on any other project without a written license from the Architect for the limited or repeat use of the documents.

Wall Type Schedule

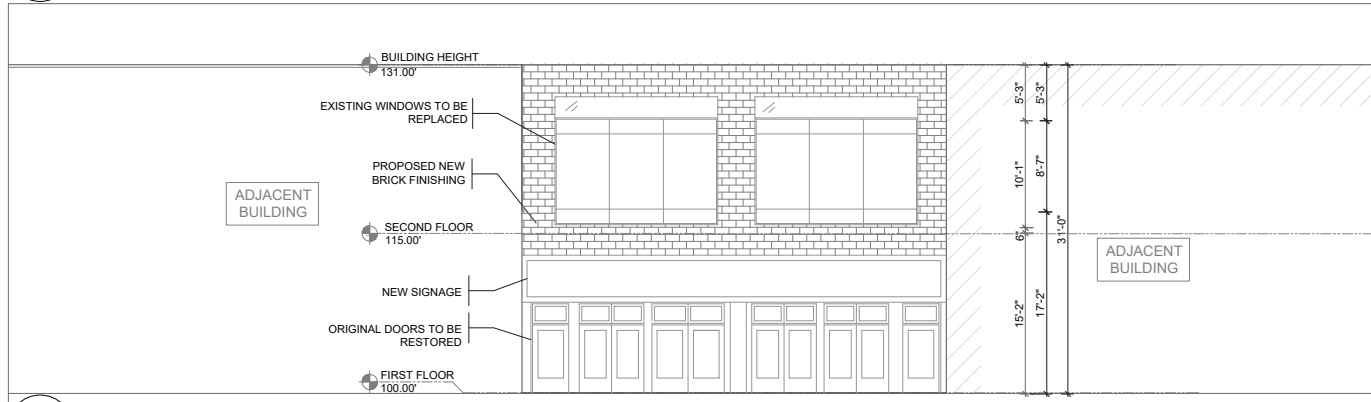
- W1 **Standard Interior Wall Construction**
 1/2" Gypsum Wallboard
 1/2" Resilient Channel 24" o.c.
 3-5/8" Steel Stud @ 16" o.c.
 1/2" Gypsum Wallboard
- W2 **Rated Interior Wall**
 2 Layers of 5/8" Type X Gypsum Wallboard
 1/2" Resilient Channel 24" o.c.
 3-5/8" Steel Stud @ 16" o.c.
 3 1/2" Absorptive Material
 2 Layers of 5/8" Type X Gypsum Wallboard
 (CGC UL No. U419)(STC56) 2.0h FFR
- W3 **Concrete Block Wall**
 12" Concrete Block

Floor-Ceiling Type Schedule

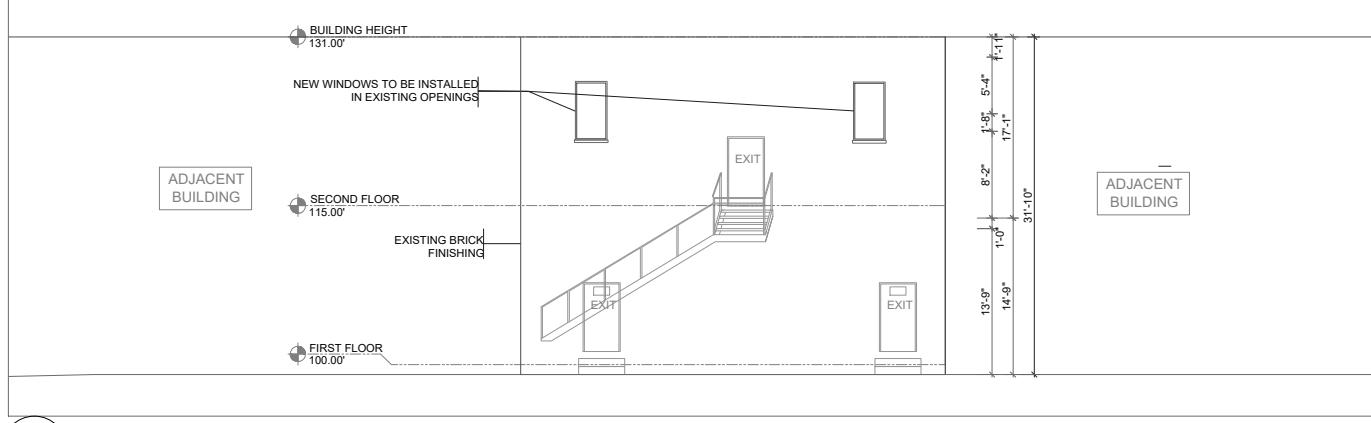
- CLG-1 **2HR FFR Ceiling**
 2X 1" Gypsum Wallboard
 Resilient Channel
- CLG-2 **Rated Ceiling**
 1 Layer 3/4" Thick Plywood and Laminate Subfloor
 4" Min. Air Space
 3 1/2" Absorptive Material
 Resilient Channel
 2 Layers 5/8" Type X Gypsum Wallboard
 (CGC UL No. H505)(STC56) 2.0h FFR



6 SITE PLAN
 A-1 1/16" = 1'-0"

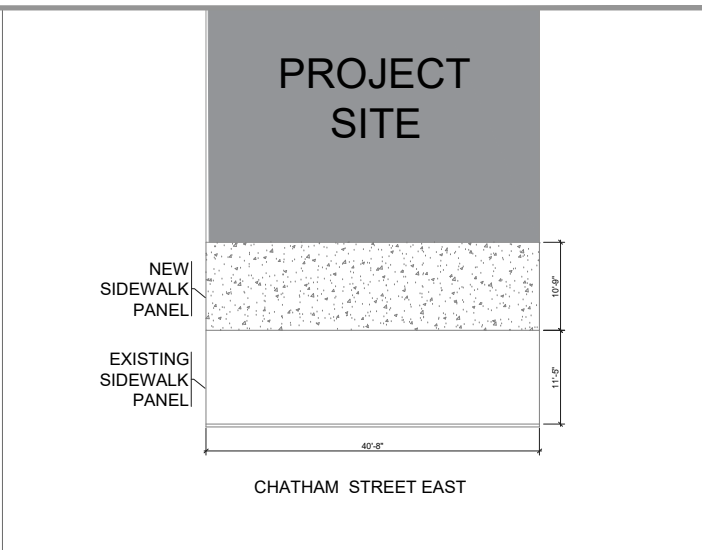


5 FRONT ELEVATION (SOUTH)
 A-1 1/8" = 1'-0"



4 REAR ELEVATION (NORTH)
 A-1 1/8" = 1'-0"

7 SCHEDULES
 A-1 NTS



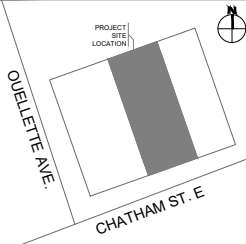
3 SIDEWALK DETAIL
 A-1 NTS

- EXISTING BRICK FACADE TO BE REMOVED AND REPLACED WITH NEW BRICK AND STUCCO.
- EXISTING ENCROACHMENT TO BE REMOVED AS PER ENGINEERED DRAWINGS.
- EXISTING SIDEWALK PANEL ON CHATHAM ST TO BE REPLACED.
- NEW SIGNAGE
- EXISTING ENTRANCE DOORS TO BE REFINISHED.
- EXISTING WINDOWS TO BE REPLACED WITH ENERGY EFFICIENT OPTION.
- EXISTING COMMERCIAL SPACE TO BE DIVIDED INTO TWO UNITS (UNIT A & UNIT B).
- DEMISING WALL TO BE CONSTRUCTED IN LINE WITH EXISTING COLUMNS WITH A 2 HOUR FIRE SEPARATION.
- EXISTING BATHROOM TO BE RENOVATED TO TWO BARRIER FREE BATHROOMS.
- ADDITIONAL 2 BARRIER FREE BATHROOMS TO BE ADDED TO UNIT A USING EXISTING PLUMBING.
- BOTH UNITS TO UNDERGO INTERIOR RENOVATIONS

2 SCOPE OF WORK
 A-1 NTS

Firm Name: MMA Architect Inc. Certificate of Practice Number: 3676 (The Certificate of Practice Number of the holder is the holder's BCEN.)			
Firm Address: 850 Ouellette Avenue Windsor, Ontario, N9A 4M9 Bus: (519) 973-9044 Email: smiller@mma-architect.com			
Name of Project: Alteration and Renovation to Existing Commercial Space			
Project No.: 23-			
Location: 28 Chatham Street, Windsor, ON N9A 2W1			
Item		OBC Reference	
Ontario's 2012 Building Code		References are to Division B unless noted (A) for Division A or (C) for Division C.	
Data Matrix Part 3 or 9		Part 11, Part 3, Part 9	
1	Project Description: New Addition Change of Use Alteration	11.1 to 11.4	1.1.2, [A], 1.1.2, [A] & 9.10.1.3
2	Major Occupancy(s) Commercial/Residential (A2, C)	3.1.2.1(1)	9.10.2
3	Building Area (m ²) Existing: 3,650 ft ² (336.58 m ²) New: 3,650 ft ² (336.58 m ²) Total: 3,650 ft ² (336.58 m ²)	1.4.1.2, [A]	1.4.1.2, [A]
4	Unit A New: 1,800 ft ² (167.2 m ²) Total: 1,800 ft ² (167.2 m ²) Unit B New: 1,850 ft ² (171.8 m ²) Total: 1,850 ft ² (171.8 m ²)	1.4.1.2, [A]	1.4.1.2, [A]
5	Number of Storeys Above grade: 2 Below grade: 1	1.4.1.2, [A] & 3.2.1.1	1.4.1.2, [A] & 9.10.4
6	Number of Streets/Fire Fighter Access: 2	3.2.2.10 & 3.2.5	9.10.20
7	Building Classification: Mixed Commercial/Residential Basement: Group A2, Assembly Occupancy 1st Floor: Group A2, Assembly Occupancy 2nd Floor: Group C, Residential Occupancy (Formerly A2)	3.2.2.20 - .83	9.10.2
8	Sprinkler System Proposed: <input type="checkbox"/> entire building <input type="checkbox"/> selected compartments <input type="checkbox"/> selected floor areas <input type="checkbox"/> basement <input type="checkbox"/> in lieu of roof rating <input type="checkbox"/> not required	3.2.2.20 - .83 3.2.1.5, 3.2.2.17, INDEX	9.10.8.2, INDEX
9	Standpipe required: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	3.2.9	N/A
10	Fire Alarm required: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	3.2.4	9.10.18
11	Water Service/Supply is Adequate: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	3.2.5.7	N/A
12	High Building: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	3.2.6	N/A
13	Construction Restrictions: Actual Construction: <input type="checkbox"/> Non-combustible <input checked="" type="checkbox"/> Combustible <input type="checkbox"/> Non-combustible <input checked="" type="checkbox"/> Both	3.2.2.20 - .83	9.10.6
14	Mezzanine(s) Area m ² : N/A	3.2.1.1(3)-(8)	9.10.4.1
15	Occupant load based on: Unit A = 30 Unit B = 30	3.1.17	9.9.1.3
16	Barrier-free Design: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (Explain) Universal Barrier Free Washrooms	3.8	9.5.2
17	Hazardous Substances: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	3.3.1.2 & 3.3.1.19	9.10.1.3 (4)
18	Required Fire Resistance Rating (FRR): Walls: 2.0 Hours Floors: 2.0 Hours Roof: N/A Hours Mezzanine: N/A Hours	Horizontal Assemblies: FRR (Hours) Listed Design No. or Description (SG-2) SB-3 No. W6G (Between Unit A & B) SB-3 No. F9H (Between Unit A & B) N/A	3.2.2.20 - .83 & 3.2.1.4 9.10.8, 9.10.9

1 DATA MATRIX
 A-1 NTS



KEY PLAN
 NTS

- LEGEND:**
- NEW WALL =
 - 2 HR FFR WALL = - - - -

- GENERAL NOTES:**
- 1) DO NOT SCALE DRAWINGS.
 - 2) VERIFY ALL DIMENSIONS AND EXISTING CONDITIONS AS REQUIRED PRIOR TO BIDDING AND COMMENCEMENT OF WORK.
 - 3) COORDINATE ARCHITECTURAL, STRUCTURAL, MECHANICAL AND ELECTRICAL DRAWINGS PRIOR TO COMMENCEMENT OF WORK.
 - 4) SHOULD ANY CONFLICTS AND/OR DISCREPANCIES ARISE, NOTIFY THE ARCHITECT / ENGINEER IMMEDIATELY, IN WRITING PRIOR TO PROCEEDING WITH ANY WORK.
 - 5) ALL WORK SHALL COMPLY OR EXCEED THE REQUIREMENTS OF THE ONTARIO BUILDING CODE, FIRE CODE, PLUMBING CODE, ELECTRICAL CODE AND LOCAL BY-LAWS.
 - 6) ROOF DRAWINGS TO BE STAMPED BY PROFESSIONAL ENGINEER.

07 Oct '22	2	Permit Revision
09 Sept '22	1	Permit Revision
06 Jun '22		Permit Application
08 Apr '22		

DATE	NO.	ISSUED FOR
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PROJECT

28 Chatham Street East Windsor, Ontario, N9B 3H8

DWG. TITLE
 Site, Roof, New Lower, Upper & Bonus Floor Plans, Statistics & Scope, Data Matrix, Schedules,

DATE: JUNE '23
 SCALE: AS NOTED
 DESIGNED BY: SM, JK
 DRAWN BY: JK
 CHECKED BY: SM
 APPROVED BY: SM
 PROJECT NO.: 22-107
 DWG. NO.

A-1



Subject: Downtown Community Improvement Plan Application made by 58 Chatham Street West Corp. for 46, 52, 58 Chatham Street West, Ward 3

Reference:

Date to Council: March 4, 2024
Author: Laura Strahl
Planner III - Special Projects
519-255-6543 ext. 6396
lstrahl@citywindsor.ca

Planning & Building Services
Report Date: February 12, 2024
Clerk's File #: SPL2024

To: Mayor and Members of City Council

Recommendation:

- I. THAT the request made by 58 Chatham Street West Corp. for the proposed development at 46, 52 and 58 Chatham Street West, to participate in the Building/Property Improvement Tax Increment Grant Program **BE APPROVED** for 100% of the municipal portion of the tax increment resulting from the proposed development for up to five (5) years plus an additional five (5) years as a catalyst project or until 100% of the eligible costs are repaid pursuant to the Downtown Windsor Enhancement Strategy and Community Improvement Plan.
- II. THAT Administration **BE DIRECTED** to prepare the agreements between the City and 58 Chatham Street West Corp. to implement the Building/Property Improvement Tax Increment Grant Programs at 46, 52 and 58 Chatham Street West in accordance with all applicable policies, requirements, and provisions contained within the Downtown Windsor Enhancement Strategy and Community Improvement Plan.
- III. THAT the CAO and City Clerk **BE AUTHORIZED** to sign the Building/Property Improvement Tax Increment Grant Program agreements at 46, 52 and 58 Chatham Street West to the satisfaction of the City Planner as to content, the City Solicitor as to legal form, and the City Treasurer as to financial implications.
- IV. THAT the approval to participate in the Building/Property Improvement Tax Increment Grant Program **EXPIRE** if the grant agreement is not signed by

applicant within one year following Council approval. The City Planner may extend the deadline for up to one year upon request from the applicant.

Executive Summary:

N/A

Owner: 58 Chatham Street West Corp.

Principal Owner: Dino Maggio

Background:

The Downtown Windsor Community Improvement Plan (Downtown CIP) was approved by City Council on September 29, 2017 and an adopting by-law was passed by City Council on October 16, 2017.

The Downtown CIP provides financial incentives to encourage new residential development, retail investment, facade improvements, and building/property improvements.

58 Chatham Street West Corp., owner of the property located at 46, 52 and 58 Chatham Street West (See Appendix A – Location Map), applied for financial incentives under the Downtown CIP programs. The subject property is listed (not Designated) on Windsor’s Municipal Heritage Register as the Equity Chambers Building, built in 1911.

The applicant submitted an application on March 1, 2020 for the Commercial/Mixed Use Building Facade Improvement Grant Program and the Building/Property Improvement Tax Increment Grant Program to renovate the facade of the existing three storey building, renovate the ground floor commercial space and renovate the office space on the upper two storeys (see Appendix B – Before and After – Existing Building). At time of application the applicant had already commenced work on the facade and had already ordered the ground floor commercial window replacements, making the application under the Commercial/Mixed Use Building Facade Improvement Program ineligible.

At time of application, the applicant did not have proposed tenants for the building, however now the renovations are complete and the building is occupied (ground floor is occupied by Cucina 360 restaurant and the upper storeys are occupied by Rocket Mortgage). With confirmation that the proposal has increased the municipal taxes, making the project eligible for the Building/Property Improvement Tax Increment Grant Program Administration is bringing this forward to City Council for approval.

Discussion:

Building/Property Improvement Tax Increment Grant Program:

This program is intended to provide economic incentive for the development, rehabilitation and redevelopment of properties in Downtown Windsor. The program provides an annual grant equal to 100% of the increase in municipal property taxes for

five years, after the project is completed and reassessed to help offset the costs of rehabilitating and redeveloping properties, as long as such development results in an increase in assessment and therefore an increase in property taxes. An opportunity for an additional 5 years is available if the development meets the conditions of a catalyst project.

The improvements to the building have increased the assessed value and therefore increased municipal taxes. This project qualifies for the Building/Property Improvement Tax Increment Grant and the Financial Matters section of this report discusses the estimated grant amount.

Risk Analysis:

There is low risk associated with the approval of subject Downtown Windsor CIP grant application. An agreement will be prepared between the City and the applicant to ensure all provisions under the Downtown Windsor Community Improvement Plan are met.

Climate Change Risks

Climate Change Mitigation:

Designated as Mixed Use in Schedule E: City Centre Planning District of the City of Windsor's Official Plan, the subject property is located in a neighbourhood where revitalization is strongly encouraged. The utilization of an existing building in an existing neighbourhood promotes energy efficiency, eliminating the need for new development to occur on greenfield sites.

Climate Change Adaptation:

N/A

Financial Matters:

Building/Property Improvement Tax Increment Grant Program

The program provides an annual grant equal to 100% of the increase in municipal property taxes for five (5) years, with the possibility of a five (5) year extension, up to a total of ten (10) years if the project is considered a Catalyst Project; a designated heritage property, projects where at least 20% of the residential units are considered affordable or the project is certified LEED bronze.

The applicant has submitted a letter (attached as Appendix C) providing justification as a Catalyst Project. Catalyst Projects must meet three criteria listed under the Catalyst Project definition (Catalyst Project Definition provided in Appendix D). Administration confirms the following three criteria are met, therefore the project is considered a Catalyst Project:

- The creation or relocation of 50 or more direct jobs located within the CIP Project Area;
 - Attached is Appendix C, the applicant indicates that 60 direct jobs located within the CIP Project Area. The applicant will be required to provide documentation, acceptable to the City, to prove at least 50 jobs were created.

- Will result in a significant increase in land value that results in increased municipal assessment of 20% or more;
 - The assessed value of the property increased from \$487,000 (pre-development) to \$1,232,000 (post development), which represents a 252% increase in municipal assessment.

- Meets three or more of the stated CIP objectives of this CIP:
 - To increase the number of businesses and people working in downtown Windsor by encouraging investment in new and revitalized office space;
 - The project increases the number of people working in downtown.
 - Encourage property improvements that contribute to a vibrant and healthy downtown core and authentic sense of place;
 - The building was vacant for several years prior to this development. The applicant investment money in improving the facade and making it viable for office and restaurant uses.
 - Encourage the redevelopment of the City's historic buildings resulting in the continued or renewed productivity of these properties in a manner that protects and honors their historical characteristics; and,
 - The subject property is listed on the City's Municipal Heritage Register. The reuse of the building resulted in renewed productivity of the property.
 - Facilitate the development of the downtown's vacant buildings and land that have the potential for higher order uses.
 - The building was vacant for several years prior to this development. The project resulted in the building be used for higher order uses.

The proponent indicates the estimate costs for the projects \$550,000. The Planning Act stipulates that the grants under a CIP cannot be more than the eligible costs. The total estimated grant amount of \$283,860 is 51% of the estimate eligible costs.

Building Property/Building Improvement Tax Increment Grant Calculation				
46, 52 and 58 Chatham Street				
Annual Pre Development Municipal Taxes in 2022	Annual Post Development Municipal Taxes	Annual Value of Grant	Total Grant over five (5) years	Total Grant over ten (10) years
\$15,945	\$44,331	\$28,386	\$141,930	\$283,860

Because the Grant Program does not cancel taxes, the applicant must pay the full amount of property taxes annually and will subsequently receive a grant for the difference between the pre and post-development municipal taxes.

Consultations:

The City of Windsor’s Downtown Windsor Community Improvement Plan was subject to stakeholder and public consultation as part of the approval process, including public meetings, a statutory public meeting and circulation among internal City staff and the Province.

Planning staff have consulted with the applicant prior to accepting the application for the Downtown CIP grants. Carolyn Nelson, Manager of Property Valuation & Administration, Taxation & Financial Projects; Jose Mejalli, Assessment Management Officer; Kristina Tang, Senior Planner – Heritage; and, Kate Tracey, Senior Legal Counsel, Legal & Real Estate; were consulted with respect to the Building/Property Improvement Tax Increment Tax Program of the Downtown CIP.

Conclusion:

Administration recommends that City Council approve the application made by 58 Chatham Street West Corp., owner of the property on 46, 52, 58 Chatham Street West, to participate in the Building Property Improvement Tax Increment Grant Program under the Downtown Windsor CIP.

Approvals:

Name	Title
Laura Strahl	Senior Planner – Special Projects
Josie Gualtieri	Financial Planning Administrator
Jason Campigotto	Manager of Growth/Deputy City Planner

Thom Hunt	City Planner
Kate Tracey	Senior Legal Counsel
Lorie Gregg	Deputy Treasurer, Taxation, Treasury & Financial Projects
Tony Ardovini	On behalf of Commissioner, Finance and City Treasurer
Jelena Payne	Commissioner, Economic Development
Ray Mensour for Joe Mancina	Chief Administrative Officer

Appendices:

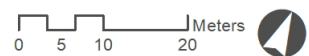
- 1 Appendix A - Location Map
- 2 Appendix B - Before and After - Existing Building
- 3 Appendix C - Catalyst Project Justification Letter
- 4 Appendix D - Catalyst Project Definition



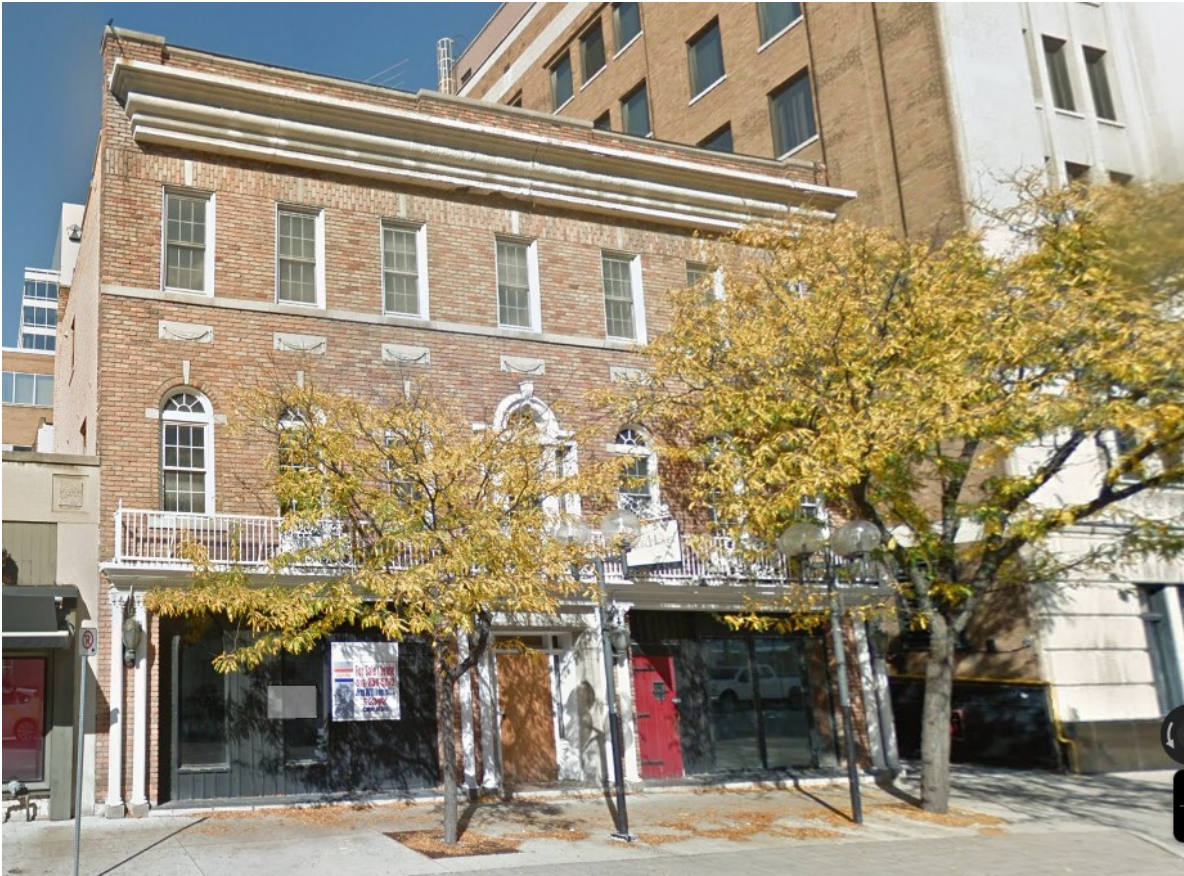
LOCATION MAP : 58 CHATHAM STREET WEST



SUBJECT PROPERTY



2018



2023



December 18, 2019

Catalyst Project – 58 Chatham Street

58 Chatham Street, Equity Chambers Building is a proposed Catalyst Project. The redevelopment and adaptive reuse of this highly visible building that will result in a corresponding and complementary development reaction in the immediate and surrounding properties. The end result of the completion of the exterior and interior renovation will demonstrate to the satisfaction of the City that the project returns a reasonable public benefit by meeting more than 3 of the Catalyst Project criteria.

This project represents visible investment of about \$5 million.

With this investment, the creation or relocation of about 60 direct jobs located within the CIP Project Area will be evident.

With the initial investment and the increase of pedestrian movement of 60 employees of at least 3 new businesses, along with public circulation, the result is a significant increase in land values that consequence in increased municipal assessment of 20% or more.

With the revitalization of a historic building such as the Equity Chambers Building at 58 Chatham Street will reasonably expect to spur additional investment in the surrounding areas in the Heart of Downtown Windsor.

The strongest opinion of this being a prime example of a Catalyst Project is the message of neighborhood progress and stability. The visual improvements to the exterior and renovation to the interior of the building is a determined investment to the downtown core. The growth of pedestrian movement, interaction in the form of employees, consumers, visitors' interest in seeing improvement investments shaping a street and community.

CIP Objectives – 58 Chatham Street

Inevitably being determined as a Catalyst Project; the revitalization of 58 Chatham Street meets the following CIP objectives:

- *To increase the number of businesses and people working in downtown Windsor by encouraging investment in new and revitalized office space;*

Increasing the number of businesses and people working in downtown Windsor will be evident by renovating all three levels in the following manner:

First floor Retail Space – about 10 people will be employed.

Second and third floor Office Space – about 25 people on each floor are projected to work in an office setting.

- *To coordinate incentives and other municipal activities with City of Windsor Economic Revitalization CIP in order to retain and create jobs in downtown Windsor and continue to diversify the local economy;*

The retail and office space, about 60 jobs will be retained and/or created. 60 paid positions that will improve or continue to diversify the local economy.

- Promote and encourage retail development that meets the needs of the people living, working and visiting downtown – destination retail will be encouraged;

The first-floor façade is proposed to be improved and modernized by maximizing the area of storefront glazing that will result in a relationship between the building and the pedestrians at street level. This was inspired by the original first floor functions in the 1920's, storefront retail space with a central entrance into the upper level office space. The proposed improvements strongly encouraged retail on the main street level.

- *Encourage property improvements that contribute to a vibrant and healthy downtown core and authentic sense of place;*

Restoring the historic characteristics of the Equity Chambers Building, the improvements to the property will contribute to a vibrant and healthy downtown core and an authentic sense of place.

- *Encourage the redevelopment of the City's historic buildings resulting in the continued or renewed productivity of these properties in a manner that protects and honors their historical characteristics;*

The proposed renovations and restorations to the exterior and interior of this historic building are deliberate in keeping the historical characteristics of the Equity Chambers Building.

- *Improve the experience of living, visiting and working downtown by acknowledging that the little things matter, and that implementing small scale improvements or solutions can have a big impact;*

The restoration of the Equity Chambers Building will improve the experience of visiting and working downtown. Acknowledging the little things that matter such as transparency between the pedestrian circulation and the building with reintroducing a maximum area of storefront glazing. Implementing small scale improvements and solution to occupancy safety in the form of accessibility in vertical movement and fire safety.

The continuation of ongoing restorative efforts along Chatham Street West, beginning with 156 Chatham, 119/149 Chatham, and now continuing with 58 Chatham, will be tying Chatham Street West together to Ouellette as part of the reimagined walkable downtown community.

- *Facilitate the development of the downtown's vacant buildings and land that have the potential for higher order uses;*

The 58 Chatham Street Equity Chambers Building is a prime example of a current vacant building that has great potential for higher order of uses. The first-floor retail space will generate a large amount of pedestrian movement that will improve the area and downtown Windsor community during the day and evening hours. The secondary higher order of use will be the second and third floor office space. This will generate a healthy amount of pedestrian movement on Chatham Street and the surrounding areas of downtown during business hours.

Appendix D - Downtown Windsor Enhancement Strategy and Community Improvement Plan – Catalyst Project Definition

Catalyst Project: *is a development, redevelopment or adaptive reuse of a highly visible building or property that will result in a corresponding and complementary development reaction in the immediate and surrounding properties. A catalyst project must demonstrate to the satisfaction of the City that the project returns a reasonable public benefit by meeting 3 or more of the following criteria:*

- *Represents visible investment of at least \$5 million or more (use a pro forma to determine the threshold);*
- *The creation or relocation of 50 or more direct jobs located within the CIP Project Area;*
- *Will result in a significant increase in land value that results in increased municipal assessment of 20% or more;*
- *Can reasonably expect to spur additional investment in the surrounding area(s);*
- *Creates 100 or more new residential units within the CIP Project Area;*
- *Conveys a message of neighbourhood progress and stability; and/or,*
- *Meets three or more of the stated CIP objectives of this CIP:*
 - *To increase the number of people choosing to live in downtown Windsor by supporting the creation of range of desirable residential units and the amenities necessary to support day-to-day living in the downtown core;*
 - *To increase the number of businesses and people working in downtown Windsor by encouraging investment in new and revitalized office space;*
 - *To coordinate incentives and other municipal activities with City of Windsor Economic Revitalization CIP in order to retain and create jobs in downtown Windsor and continue to diversify the local economy;*
 - *Promote and encourage retail development that meets the needs of the people living, working and visiting downtown – destination retail will be encouraged;*
 - *Encourage property improvements that contribute to a vibrant and healthy downtown core and authentic sense of place;*
 - *Encourage the redevelopment of the City's historic buildings resulting in the continued or renewed productivity of these properties in a manner that protects and honours their historical characteristics;*
 - *Encourage and undertake improvements and enhancements to the Public Realm that portray an area that is vibrant and contribute to downtown's "sense of place";*
 - *Improve the experience of living, visiting and working downtown by acknowledging that the little things matter, and that implementing small scale improvements or solutions can have a big impact;*
 - *Provide financial incentive programs that are attractive to potential investors and corporate decision makers, but are balanced with expectations of City taxpayers and the City's ability to fund the financial incentive programs;*
 - *Facilitate the development of the downtown's vacant buildings and land that have the potential for higher order uses;*
 - *Attract investment based on the downtown's strengths and competitive advantages; and,*
 - *Support investment and development that results in an increase in property assessment and grows the municipal tax base over the long-term.*

Item No. 12.1



Committee Matters: SCM 25/2024

**Subject: Report No. 51 of the International Relations Committee - Draft Twin
City/Friendship City Policy**

March 4, 2024

REPORT NO. 51
of the
INTERNATIONAL RELATIONS COMMITTEE (IRC)
Meeting held January 17, 2024

Present: Councillor Angelo Marignani, Chair
Councillor Renaldo Agostino
Councillor Fred Francis
Councillor Ed Sleiman
Lubna Barakat
Saiful Bhuiyan
L.T. Zhao

Your Committee submits the following recommendation:

Moved by Councillor Fred Francis, seconded by Councillor Ed Sleiman,

That the Draft Twin City/Friendship City Policy for the City of Windsor, attached as Appendix "A" **BE ADOPTED AS AMENDED.**
Carried.

Clerk's Note: The Report of the Council Assistant dated January 17, 2024 entitled "Establishment of a Friendship City Program/Draft Policy is **attached**. Also **attached** is the Draft Twin City/Friendship City Policy.

NOTIFICATION		
International Relations Committee	On file	

Subject: Establishment of a Friendship City Program/Draft Policy

Reference:

Date to the International Relations Committee: January 17, 2024
Author: Sandra Gebauer, Council Assistant
519-255-6100 x 6331
sgebauer@citywindsor.ca

To: Members of the International Relations Committee

Recommendation:

This information is **BROUGHT FORWARD** to the International Relations Committee for Information and for direction.

Background:

At the July 31, 2023 meeting of the International Relations Committee, Councillor Francis asked that an informal report be brought back to the Committee regarding Friendship Cities and the following motion was made:

*Moved by Councillor Fred Francis, seconded by Councillor Renaldo Agostino,
That Administration **BE REQUESTED** to bring back a draft policy/framework for the establishment of a Friendship City Program.
Carried.*

Currently, the City of Windsor has 12 twin cities. However, some of these Twin city relationships have been inactive for some time. The Committee often receives requests from cities looking to establish twin city/sister city relationships.

The Current policy, established in 2007 and last updated in 2017, states the following:

5.1.1 Request for twinning's should be community driven, supported by a formal organized cultural/ethnic association and must demonstrate that a sustainable relationship can be maintained.

5.1.2 Legitimate and active organizational structure should exist in the related ethnic community to support twinning activities (i.e. hosting visiting delegations, providing translation services, conducting meetings/tours/receptions with their business community).

5.1.3 The proposed Twin City should demonstrate certain identifiable similarities or mutual interests with potential for reciprocal cultural, educational and economic benefits.

5.1.4 Details of a twinning proposal must be submitted in writing to the Mayor of Windsor, outlining a long-term plan and the community's responsibility for sustaining ongoing activities.

Discussion:

In 2023 alone, the International Relations Committee has received three requests for twinning from cities in Ukraine, the United States and Turkey and, based on the current Twin City policy, most requests would be quickly disregarded.

Current twin city relationships have been formed, in accordance with the current policy, with the effort and support of local communities and organizations and have been based on educational, cultural, social and economic based exchanges although over time, a number of these twin city relationships have become inactive. In the case of Saltillo Mexico however, a relationship that had been dormant for several years was suddenly revived when an invitation to participate in a Children's Art Exchange was accepted by Saltillo. This event once again opened the lines of communication and a visit by the Mayor of Saltillo and a delegation followed.

Friendship city programs were reviewed in several North American municipalities including: Toronto, Ontario; Vaughan, Ontario; Vancouver, British Columbia; Victoria, British Columbia; Burnaby, British Columbia; Irvine, California; San Antonio, Texas and Dallas, Texas. The objective of this report is to demonstrate the differences between "Friendship City Programs" and "Twin City Programs" by comparing various municipalities, in an effort to assist in preparing a draft policy as it relates to friendship cities. It is important to note that for the purpose of this report the terms sister city and twin city are interchangeable.

Cities in Canada

Toronto, Ontario

The City of Toronto currently has an "International Alliance Program", comprised of four Partnership Cities and six Friendship Cities. Toronto's "Partnership City Program" is similar to the Twin city or Sister city programs in other municipalities. Partner City activities are driven by city staff and focus heavily on economic development goals such as building business links, increasing Toronto's profile, cultural exchanges and promoting trade.

Friendship city activities are driven by the community with endorsement from the City through a Council representative. Official activities include preparing official letters of greeting and flag-raising ceremonies on dates of significance to the Friendship city.

The difference between Partner and Friendship was largely surrounding the nature of the engagement - Partnership Cities engagement was focused on economic development, whereas Friendship Cities engagement was led by the community with endorsement from a Councillor and were largely focused on cultural/community components.

The City of Toronto's International Alliance Program is currently being reviewed as part of a Council direction.

Vaughan, Ontario

The City of Vaughan currently has six Friendship Cities and one Twin City however in this municipality, the term friendship and twin is interchangeable. Vaughan's partnership agreements are either Cultural, which promote the ethnic, linguistic and cultural diversity of the city and generate tourism or Economic, which promote collaboration and the exchange of economic development best practices, facilitate business relationships, attract investment and promote export development. Both partnership agreements serve to increase the City's profile nationally and on the world stage.

The City of Vaughan also has Letters of Agreement/Memorandums of Understanding that are symbolic and ceremonial expressions of general interest between the City and an Organization. These agreements are non-binding and are related to a common economic or cultural goal and have a start and end date.

Vancouver, British Columbia

The City of Vancouver has five Sister Cities and are no longer entering into sister city agreements. The current sister city relationships are supported by staff of the Municipality as well as community groups that work together to share information and promote educational exchanges and economic development.

In July of 2022 Vancouver established their Friendship City Program, which is less formal than their Sister city Program and whose purpose is to facilitate city to city partnerships that strengthen cultural and business relationships internationally and are directed by a Memorandum of Understanding (MOU) with measurable objectives. The terms for the Friendship city MOUs are for five years with an option to renew for one additional five-year term. Friendship city relationships are initiated and operated by local non-profits representing a group of residents or business in Vancouver with an active relationship with a proposed friendship city. In addition, the local non-profit is responsible for all activities and costs associated with the friendship cities. At this time Vancouver does not have any friendship cities.

Victoria, British Columbia

Victoria, BC has four Twin Cities and two Friendship Cities. The relationships with both the Twin and Friendship Cities promote economic development and strengthen tourism, higher education and technology sectors and provide benefits for local businesses from the contacts and potential partnerships that the relationships provide. Friendship city relationships are less formal even though they do share a similar purpose. For the City of Victoria, the title recognizes friendships and exchanges between cities without official Twin City Agreements and is seen as the first step towards recognition as an official Twin City.

Burnaby, British Columbia

Burnaby, BC currently has four sister cities and eight Friendship city relationships. While both spread economic and cultural awareness, Burnaby's Sister city relationships were initiated by the Mayor of one of the cities due to similarities in size, structure and economic interests. Whereas Burnaby's Friendship city relationships were initiated under the Asia Pacific Initiative, funded by the Province of BC in an effort to help develop the strategies necessary to better integrate British Columbia with Asia Pacific, with a goal for BC to be recognized internationally as North America's capital for Asia Pacific commerce and culture.

Cities in the United States

"Sister cities international", the organization that helps to establish Sister city relationships between cities in the United States and cities worldwide and who is responsible for registering and coordinating these relationships, describes Friendship city relationships as less formal than sister cities and indicates that in some cities Friendship city is often used as a first stage in the relationship and after it is strengthened and the partners are sure they want a long-term relationship will become sister cities.

Irvine, California

Irvine California has four Sister Cities and one Friendship City. While the Sister city relationships are broad-based, long term partnerships approved by the top elected officials of the two communities and have the potential to generate cultural and educational exchanges, investment, trade and tourism, Friendship city relationships allow the City to initiate relationships on a less formal basis. The main goal of the Friendship city relationships is to establish communication between the municipal governments and to learn from one another. Friendship city agreements must be approved by City Council and consideration is given to cities comparable in size, culture and business.

San Antonio, Texas

In addition to their twelve sister cities, the City of San Antonio, Texas currently enjoys three Friendship city relationships and view these as unique opportunities to explore partnerships with residents in foreign communities, explore compatibility and the understanding and resources needed to maintain the relationship. Friendship city Agreements can be made between Mayors through a Memorandum of Understanding (MOU) that endorses the link between the municipalities. It is interesting to note that a fourth Friendship city relationship with Baguio, Philippines, which was established in 2022, just recently upgraded to a Sister city partnership following the signing of an agreement.

Dallas, Texas

The City of Dallas, Texas has seven sister cities and two Friendship cities. Proposals for new sister cities must have strong community support and must have strong economic and cultural ties. In addition to meeting the criteria, it is recommended that a Friendship agreement is signed by the Mayor or an elected official for a minimum of one year before entering into a full Sister city agreement, as a way of demonstrating the feasibility of a long term relationship.

Summary:

Based on the information above it is clear that although the purpose of both the twin city relationships and the friendship city relationships serve the same purpose, which includes enhancing a city's international image, promoting commercial, cultural and educational ties and fostering a greater cultural understanding, Friendship city relationships are less formal than Twin or Sister city relationships. In many instances these less formal relationships act as the first step in establishing a more formal, longer term association and are confirmed by an MOU rather than a full formal agreement. The City of Vancouver, does impose a five-year term limit, with an opportunity to extend the agreement for an additional five years.

Should the International Relations committee agree to establish a Friendship City Program, imposing a similar term limit would allow for Committee to evaluate the partnership and its value and recommend a full Twin city relationship or in the event that the Committee deems the relationship insignificant, it can simply allow it to end.

Financial Matters:

The International Relations Committee's yearly budget is \$15,000 and because of the nature of the Committee and the potential expenses incurred for both inbound and outbound delegations, in addition to any initiatives, gifts, etc., the Committee has in the past requested a carry forward of unused funds from previous years. The addition of a Friendship City Program could be established within the current budget.

Consultations:

In consultation with the City of Windsor's Corporate Policy Coordinator, a draft Twin City/Friendship City Policy was created that incorporates the current Twin City Policy, which is at this time scheduled to be reviewed and includes the proposed guidelines for the addition of Friendship cities.

Conclusion:

The City of Windsor currently has twelve twin cities, of which only six are somewhat active. The City is often contacted by other cities to form relationships however, based on the current Twin City Policy some of these possible partnerships do not seem feasible. There are cities that have a less formal Friendship city program which allows them to consider city to city relationships that are less formal, do not require a formal agreement and serve as a first step in establishing a formal twin city bond. The City of Vancouver's friendship city agreements expire at the end of five years with an option to renew and this is something that could be beneficial to Windsor as it serves as a mechanism for allowing relationships to have a natural conclusion if they are no longer active, or no longer share similar values.

Appendices:

Appendix A – Draft Twin City/Friendship City Policy

THE CORPORATION OF THE CITY OF WINDSOR POLICY

Service Area:		Policy No.:	
Department:		Approval Date:	
Division:		Approved By:	
		Effective Date:	
Subject:	Twin City/Friendship City Policy	Procedure Ref.:	
Review Date:		Pages:	Replaces:
Prepared By:			Date:

1. POLICY

1.1. A policy outlining the criteria necessary for entering into international friendship and twin city relationships with the City of Windsor.

2. PURPOSE

2.1. This Policy outlines the necessary steps and processes associated in the creation or establishment of entering into a new friendship and/or twin city agreement with another international municipality.

3. SCOPE

3.1. This policy will apply to all proposed friendship and twin city requests made from within the Windsor community or received by the Mayor of the City of Windsor from any international city, municipality or district.

4. DEFINITIONS

4.1. **Twin City** refers to a form of legal agreement between two geographically and politically distinct localities for the purpose of promoting cultural and commercial tie. For the purposes of this policy, Twin Cities are defined by a formal request brought to and approved by Council upon recommendation of the International Relations Committee.

4.2. **Friendship City** refers to a less formal agreement between localities. For the purposes of his report, Friendship Cities are characterized by the signing of a Memorandum of Understanding between Mayor's Offices. It is to be used as a first stage in the 'Twinning' relationship and if successful may lead to a formal Twin-City Agreement

5. RESPONSIBILITY

5.1. City Council will be responsible for:

- 5.1.1. Reviewing and approving new twin city agreements or partnerships.
- 5.2.** The Mayor's Office will be responsible for:
 - 5.2.1. Communicating City Council's resolution regarding a proposed new twin city relationship.
 - 5.2.2. Reviewing recommendations from the International Relations Committee regarding Friendship City requests and approving, if desired, the relationship through a Memorandum of Agreement.
- 5.3.** The Office of the City Clerk will be responsible for:
 - 5.3.1. The collection and cataloguing of official records, letters, agreements or charters when entering into a Friendship City or Twinning Agreement with the City of Windsor, including future correspondence between cities.
- 5.4.** The International Relations Committee (IRC) will be responsible for:
 - 5.4.1. Exploring and investigating new friendship and twin city relationships.
 - 5.4.2. Submitting a recommendation to the Mayor and Council regarding proposed friendship or twinning requests after a formal request has passed through the Mayor's Office and/or a formal investigation has been completed by the committee. Recommendations to City Council will follow normal protocols in the governance model process.
 - 5.4.3. Reviewing this policy and any associated procedures and forms every five years.

6. GOVERNING RULES AND REGULATIONS

- 6.1.** Request for Friendship City Relationships should be community driven, supported by a formal organized cultural/ethnic association and must demonstrate that a sustainable relationship can be maintained.
 - 6.1.1. Legitimate and active organizational structure should exist in the related ethnic community to support friendship- based activities (i.e. hosting visiting delegations, providing translation services, conducting meetings/tours/receptions with their business community).
 - 6.1.2. The proposed friendship city should demonstrate certain identifiable similarities or mutual interests with potential for reciprocal cultural, educational and economic benefits.
 - 6.1.3. Friendship City relationships should be maintained for a minimum 5-year term, with the option to extend for an additional 5-year term.
 - 6.1.4. Friendship City relationships should be evaluated at the end of each defined term to determine if the relationship has seen any benefit and/or measurable results that the City of Windsor and the partner organization expect as a result of the Partnership.
 - 6.1.5. If Friendship City partnerships receive a successful evaluation, the option to formalize the relationship into a twinning relationship may be exercised as per section 6.2 of this policy
- 6.2.** Request for twinning's should also be community driven, supported by a formal organized cultural/ethnic association and must demonstrate that a sustainable relationship can be maintained.

- 6.2.1. As with Friendship Cities, legitimate and active organizational structure should exist in the related ethnic community to support twinning activities and The proposed twin city should demonstrate certain identifiable similarities or mutual interests with potential for reciprocal cultural, educational and economic benefits.
- 6.2.2. Details of a twinning proposal must be submitted in writing to the Mayor of Windsor, outlining a long-term plan and the community's responsibility for sustaining ongoing activities.
- 6.2.3. If recommended by the IRC and approved by Council, a formal letter of interest is to be forwarded to the Mayor of the proposed twin city.
- 6.2.4. If the proposed twin city approves Windsor's proposal, a formal signing protocol will be arranged.
- 6.2.5. The twinning charter can be dissolved upon the mutual agreement between the twin cities.
- 6.2.6. If a twinning request is received from another city outside of the friendship city realm, the request will be reviewed by the IRC and one or more of the following actions may occur;
 - 6.2.6.1. Investigate and forward a recommendation to the Mayor's Office for decision on Twinning Agreement.
 - 6.2.6.2. Review the request and offer a recommendation to the Friendship City program.

7. RECORDS, FORMS AND ATTACHMENTS

- 7.1. Records are the responsibility of The Office of the City Clerk and will be kept in accordance with the Records Retention Bylaw #21-2013 as amended from time to time.

Item No. 12.2



Committee Matters: SCM 26/2024

**Subject: Minutes of the International Relations Committee of its meeting held
January 17, 2024**

International Relations Committee

Meeting held January 17, 2024

A meeting of the International Relations Committee is held this day commencing at 3:30 o'clock p.m. in Room 140, 350 City Hall Square West, there being present the following members:

Councillor Angelo Marignani, Chair
Councillor Renaldo Agostino
Councillor Fred Francis
Councillor Ed Sleiman
Lubna Barakat
Saiful Bhuiyan (arrives at 3:34 p.m.)
L.T. Zhao

Regrets received from:

Jerry Barycki
Ronnie Haidar
William Ma

Also present are the following resource personnel:

Sandra Gebauer, Council Assistant
Karen Kadour, Committee Coordinator

1. Call to Order

The Chair calls the meeting to order at 3:30 o'clock p.m. and the Committee considers the Agenda being Schedule A attached hereto, matters which are dealt with as follows:

2. Declaration of Conflict

None disclosed.

3. Adoption of the Minutes

Moved by Councillor Fred Francis, seconded by Councillor Ed Sleiman,
That the minutes of the International Relations Committee of its meeting held
July 31, 2023 **BE ADOPTED** as presented.
Carried.

4. Establishment of a Friendship City Program/Draft Policy

Sandra Gebauer remarks that at the previous meeting held July 31, 2023 Councillor Fred Francis requested that a draft policy/framework for the establishment of a Friendship City Program be brought back. She advises that several municipalities outlined in the report currently have Friendship City relationships. Of note, is the City of Vancouver who in 2022 established their Friendship City Program which is less formal than their Sister City Program and whose purpose is to facilitate city to city partnerships that strengthen cultural and business relationships internationally and are directed by a Memorandum of Understanding (MOU). The terms for the Friendship City MOU's are for five years with an option to renew for one additional five-year term. Councillor Francis requests that the Draft Policy be provided to the Development and Heritage Standing Committee and City Council for approval.

Councillor Fred Francis indicates that the Sister city relationship is people to people and not government to government. In terms of the Friendship City, it could either be people to people or government to government in the hopes of building a relationship that could one day be people to people.

Sandra Gebauer refers to Item 6.1.3 which states "*Friendship City relationships should be maintained for a minimum 5-year term, with the option to extend for an additional 5-year term.*" Councillor Fred Francis agrees to extend with five year increments (including a Memorandum of Agreement) and adds at some point, the term is either extended, ended or evolves to a Sister city.

Sandra Gebauer refers to Item 6.1 in the Draft Policy which states "*Request for Friendship City Relationships **should be community driven....***." She suggests the wording in the foregoing be amended to state that the Friendship City Relationships should either be community driven or by local municipal governments.

Councillor Fred Francis adds that any Friendship City MOU agreement be approved by City Council.

Moved by Councillor Fred Francis, seconded by Councilor Ed Sleiman,
That the Draft Twin City/Friendship City Policy for the City of Windsor, attached as *Appendix A* **BE ADOPTED AS AMENDED.**
Carried.

4.3 Request from the City of Gunsan, South Korea for a delegation to visit the City of Windsor from October 16-18, 2023

Sandra Gebauer reports that the delegation from the City of Gunsan, South Korea cancelled the visit scheduled for October 16-18, 2023. They have indicated that they would like to reschedule their visit to Windsor sometime in 2024.

4.2 Request for a Sister City Agreement with the City of Arlington, Texas – Verbal Update

Sandra Gebauer refers to the “Memorandum of Understanding (MOU) between the City of Arlington, Texas USA and the City of Windsor, Ontario Canada” prepared by the City of Arlington and previously provided to the Committee. She notes that this MOU suffices as the City of Arlington’s formal request for a Sister City relationship.

Councillor Fred Francis remarks that the City of Arlington can be Windsor’s first Friendship City. Following approval of the Twin City/Friendship City Policy by City Council, the City of Windsor will reach out to the City of Arlington with the Policy.

Moved by Saiful Bhuiyan, seconded by Councillor Ed Sleiman,
That the update regarding the request for a Sister City Agreement with the City of Arlington, Texas **BE RECEIVED.**
Carried.

Sandra Gebauer indicates that she will reach out to the City of Arlington to advise that the City of Windsor has been working on a Friendship City Policy that will require approval by City Council.

4.4 2023 Children’s Art Exhibition – Verbal Update

Sandra Gebauer states that the 2023 Exhibition took place at the Aquatic Centre and Devonshire Mall and received great feedback with the display at Devonshire Mall. Councillor Fred Francis adds that if the event will once again be at Devonshire Mall, that some upgrades be undertaken, i.e. cases and stands for the art.

Sandra Gebauer remarks that over 100 local entries were received. Historically, 15 to 20 entries are requested from the Twin Cities.

The following comments and suggestions are provided by the Committee:

- To once again host the Children’s Art Exhibition at Devonshire Mall with improved display quality.
- Will work with Devonshire Mall to determine what dates are available to host the event.
- Suggestion to have a display at Walkerville High School (which features an Arts Program).
- Collaboration with the school boards and the Art Gallery of Windsor.
- Show the display at the Children’s Safety Village.

- Work with the Recreation Department to enhance the exhibition at Devonshire Mall and to purchase displays, boards, shelving that can also be cost-shared and utilized by Recreation and the IRC.

Sandra Gebauer remarks that she will contact Michelle Staadegaard, Manager, Culture and Events to discuss the possibility of partnering to source some display boards or cases that can be used for the 2024 Children's Art Exhibition at Devonshire Mall and will report back at the next meeting.

Moved by Councillor Ed Sleiman, seconded by Councillor Fred Francis,
That the verbal update regarding the 2023 Children's Art Exhibition **BE RECEIVED.**
Carried.

5. Confirm and Ratify E-mail Polls

- 5.1 That the following E-mail Poll sent on September 26, 2023 regarding an expenditure in the amount of \$560 for four tickets for the 26th Annual Polish-Canadian Business Society Dinner **BE CONFIRMED AND RATIFIED:**

Moved by Saiful Bhuiyan, seconded by Councillor Fred Francis,
That the International Relations Committee AUTHORIZE an expenditure in the upset amount of \$560 for the purchase of four (4) tickets, (1 ticket for Mayor Dilkens) for the 26th Annual Polish-Canadian Business Society Dinner to be held on November 17, 2023 at the Dom Polski Hall, located at 1275 Langlois Avenue.
Carried.

- 5.2 That the following E-mail Poll sent on November 20, 2023 regarding costs associated with sending the Children's Art Exhibition to Gunsan, South Korea **BE CONFIRMED AND RATIFIED:**

Moved by L. T. Zhao, seconded by Councillor Fred Francis,
That APPROVAL BE GIVEN to an expenditure in the upset amount of \$150 for costs associated with sending the Children's Art Exhibition to Gunsan, South Korea.
Carried.

- 5.3 That the following E-mail Poll sent on January 4, 2024 regarding an expenditure in the upset amount of \$200 for costs associated with sending gifts to the male and female winners of the Shonan, Fujisawa Citizens Marathon Event **BE CONFIRMED AND RATIFIED:**

Moved by Councillor Fred Francis, seconded by Lubna Barakat,
That APPROVAL BE GIVEN to an expenditure in the upset amount of \$200 for costs associated with sending gifts to the male and female Winners of the Shonan, Fujisawa Citizens Marathon Event.
Carried.

6. Communications

Moved by Councillor Renaldo Agostino, seconded by Councillor Ed Sleiman,
That the following Communications **BE RECEIVED:**

- 6.1 Letter from Mayor Peter Kurz, City of Mannheim.
- 6.2 Letter of Invitation from Mayor Kang, Gunsan, South Korea.
- 6.3 Welcome Letter to Mannheim Mayor Specht from Mayor Dilkens.
- 6.4 Letter of farewell to Mayor Kurz on behalf of Mayor Dilkens.
- 6.5 Letter from the Mayor of Gunsan, South Korea to Mayor Dilkens.
- 6.6 Letter to Mayor Dilkens from the City of Mannheim.
- 6.7 Invitation from Changchun, China for the City of Windsor to participate in the 2023 conference on promoting low carbon.
- 6.8 Photos of the Gunsan, South Korea Citizen's Day.
- 6.9 CAIF Statement on Peace 2023.
- 6.10 Young Polonia Leadership Summit.

Carried.

Councillor Renaldo Agostino advises that some cities are utilizing concrete portals with a video screen that can connect people in different cities in real time. He indicates that the cost of the portal is approximately \$100,000 and if approved, he will acquire sponsors. He asks that this matter be discussed at the next meeting of the IRC Committee.

7. Date of Next Meeting

The next meeting will be at the call of the Chair.

8. Adjournment

There being no further business, the meeting is adjourned at 4:00 o'clock p.m.

**THE CORPORATION OF THE CITY OF WINDSOR
POLICY**

Service Area:		Policy No.:	
Department:		Approval Date:	
Division:		Approved By:	
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Subject:	Twin City/Friendship City Policy	Procedure Ref.:	
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