

**Housing & Homelessness Advisory Committee**  
**Meeting held November 19, 2019**

A meeting of the Housing and Homelessness Advisory Committee is held this day commencing at 9:30 o'clock a.m. in Room 140, 350 City Hall Square West, there being present the following members:

Marina Clemens, Chair  
Councillor Kieran McKenzie  
Anna Angelidis  
Jessica Brunet  
Fiona Coughlin (arrives at 9:48 a.m.)  
Kathy Hay  
Eric Hill (arrives at 9:38 a.m.)  
Mayor Gary McNamara, Town of Tecumseh  
Paul Rideout  
Jim Steele  
Joyce Zuk

***Regrets received from:***

Phil Dorner  
Leigh Vachon  
Angela Yakonich

***Also present are the following resource personnel:***

Debbie Cercone, Executive Director of Housing & Children's Services  
Chris Aspila, Planner III  
Judith Binder, CMHC  
Kelly Goz, Coordinator, Housing Administration & Development  
Tina Moore, Coordinator, Housing Administration & Development  
Jennifer Tanner, Manager Homelessness & Housing Support  
Karen Kadour, Committee Coordinator

**1. Call to Order**

The Chair calls the meeting to order at 9:34 o'clock a.m. and the Committee considers the Agenda being Schedule A attached hereto, matters which are dealt with as follows:

**2. Disclosure of Interest**

None disclosed.

**3. Adoption of the Minutes**

Moved by Councillor McKenzie, seconded by J. Brunet,  
That the minutes of the Housing and Homelessness Advisory Committee of its  
meeting held September 17, 2019 **BE ADOPTED** as presented.  
Carried.

**4. Business Items**

**4.1 & 4.3 HHAC and Procedural Guidelines - Housing & Homelessness  
Master Plan – Work Plan**

The Chair provides the following comments as it relates to the history of the  
Housing Advisory Committee and next steps:

- Over the past eight years, the focus of HAC was how provincial/federal funds were allocated over the whole housing portfolio. Gaps were identified, and the Central Housing Registry Windsor Essex County was reviewed.
- Administration provided the take-up on the various programs and HAC provided recommendations.
- Concern that HAC was somewhat isolated from the work of the homelessness sector.
- In 2019 with the appointment of new City Councillors and HAC members, it was evident that there was a need to better integrate, cooperate and partner with the homelessness sector.
- Members of HHAC will strive to be more proactive and will assume the lead for aligning the goals with the 10 Year Housing & Homelessness Master Plan. The focus will be on outcomes, gaps and meeting the targets outlined in the Plan.
- Councillor McKenzie asked the following question at the meeting of the Community Services & Parks Standing Committee held November 6, 2019 meeting:

***“What is the cost if we do nothing?”***

A. Angelidis adds in consultation with the Chair, that HHAC has a great opportunity to assist with the work on the 10 Year Housing & Homelessness Master Plan and to advise Council on the progress. She notes HHAC will be working not only with administration in the Housing Department, but also with the Planning Department.

Discussion ensues regarding the formation of subcommittees to undertake specific tasks as HHAC is allotted only four meetings a year.

Councillor McKenzie concurs that the subcommittee model works and adds the City has developed a Plan that can address housing and homelessness in the region. The City and Councillors as well as the broader community will need to know the challenging aspects outlined in the Plan.

J. Zuk states she has difficulty reconciling the standing committee process with the council committees because prior to the implementation of standing committees, the role of council committees was very different. For example, when the 10 Year Housing & Homelessness Plan was presented to Council, Council requested administration come back with proposed dates. In the past, this may have been generated at the committee level to go up to Council. She expresses concern about the future of council committees.

D. Cercone advises the 10 Year Housing & Homelessness Master Plan sets out timelines and targets. She adds the role and directives of the subcommittee is yet to be articulated.

Mayor Gary McNamara requests that the 10 Year Housing & Homelessness Master Plan also be reviewed by County Council. D. Cercone indicates that the Plan will be brought forward to County Council on December 18, 2019.

In response to a question asked by J. Zuk regarding if HHAC members should delegate before County Council, Mayor McNamara responds affirmatively.

Moved by Councillor McKenzie, seconded by J. Steele,

That a subcommittee **BE ESTABLISHED** for the purpose of supporting the activities to lead to the implementation of the 10 Year Housing & Homelessness Master Plan and further, that relevant administrative resources from the City and County **BE INVITED** to sit on the subcommittee.

Carried.

#### **4.2 Community Services & Parks Standing Committee November 6, 2019 Meeting**

Councillor McKenzie refers to pages 21 and 22 of the Windsor Essex Housing & Homelessness Master Plan Presentation to Community Services Standing Committee (November 6, 2019) which identifies "What can Council do to support the Plan?" and "What do we need from the Community?"

Councillor McKenzie indicates there is an outstanding Council Question CQ 20-2019 that:

***"Asks that administration report back on inclusionary zoning and how it could be applied to the City of Windsor"***. He notes this specific issue could be identified as a priority for the subcommittee as it is of keen interest at the Council and community level.

Moved by J. Zuk, seconded by F. Coughlin,  
That the 10 Year Housing and Homelessness Master Plan and other related reports **BE ENDORSED** and further, that the Chair of the Housing and Homelessness Advisory Committee (HHAC) **BE REQUESTED** to delegate at City and County Council to provide HHAC's support.

Carried.

**5. Updates from HHAC Members**

J. Zuk advises the Public Awareness Committee is looking to bring two film opportunities to Windsor-Essex County. One is a documentary entitled "Push" and will be hosted by Housing Information Services and the other entitled "The Public" will be shown in January 2020. She notes this is an opportunity for the community to view films relating to housing and homelessness.

**6. Date of Next Meeting**

The following dates are proposed for 2020:

January 21, 2020  
April 21, 2020  
July 21, 2020  
October 20, 2020

**7. Adjournment**

There being no further business, the meeting is adjourned at 10:36 o'clock a.m.

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CHAIR

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COMMITTEE COORDINATOR



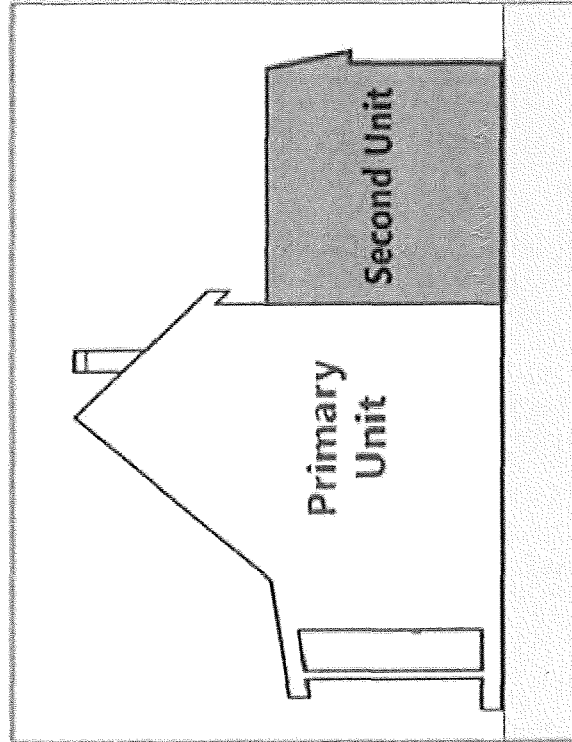
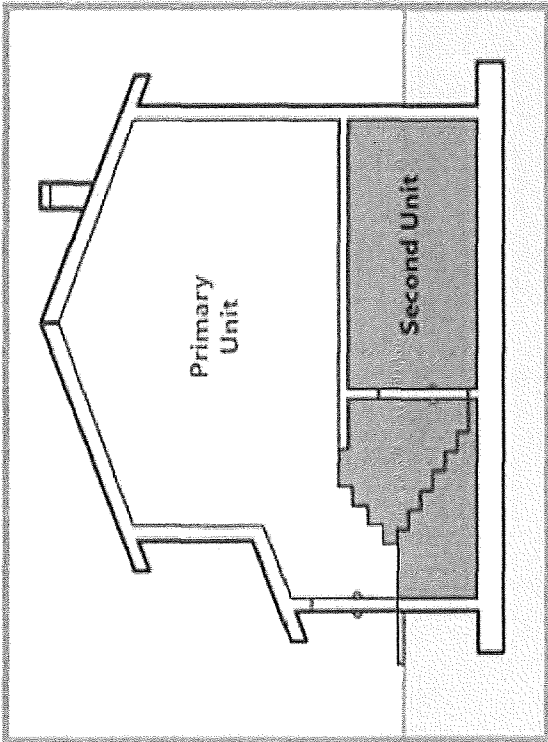
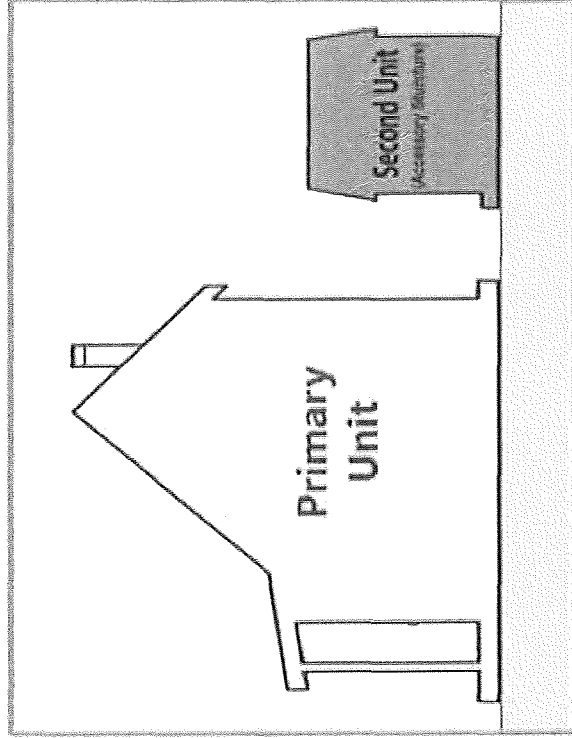
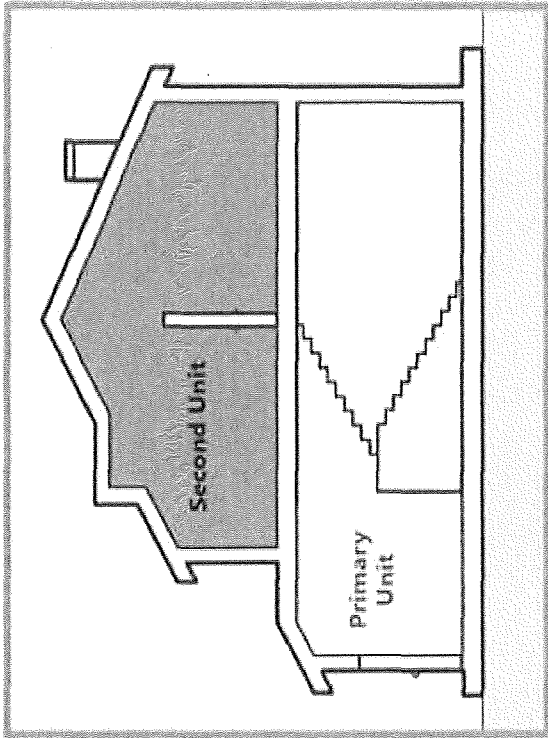
# Creating opportunities for more ADUs

Draft Official Plan and Zoning Amendments for  
Additional Dwelling Units

Presentation to Housing and Homelessness  
Advisory Committee

# History

- OPA 122 and Z-009/18 passed in Fall 2018
- Permitted one Second Unit in single detached, semi-detached, and townhome/rowhouse dwellings OR within a building accessory to these dwelling types (but not within both buildings on the same property)



# One year review

- 15-20 permits issued since Fall 2018
- Most Second Units built in new construction as basement suites
- A couple single storey garage conversions
- Many inquiries for laneway suites above garage, but abandon project when they learn about height limits / variances



# New Provincial Legislation

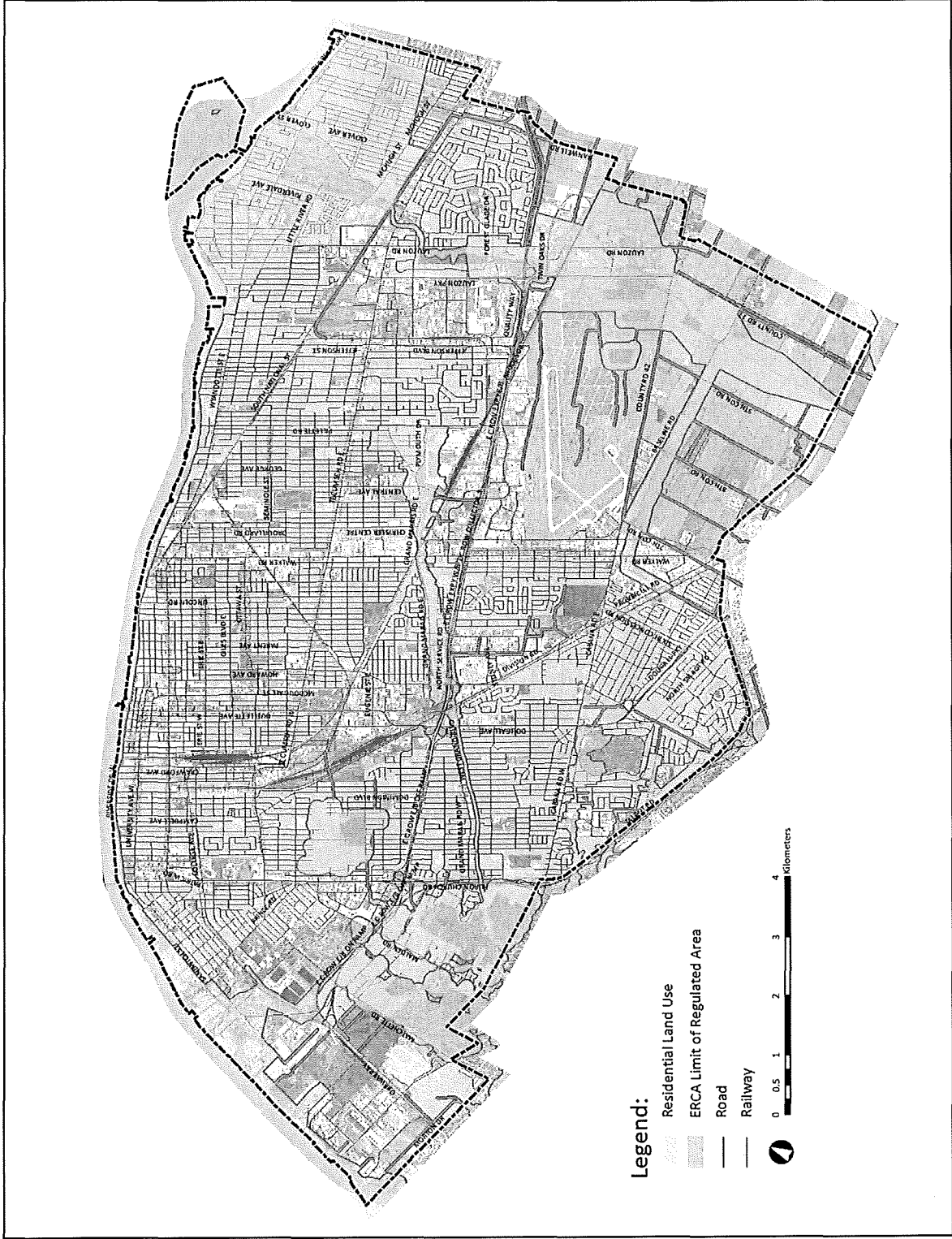
- Bill 108, the *More Homes, More Choice Act*, 2019 amended *Planning Act*
- Requires municipalities to permit an additional residential unit (new name in the legislation) in both the primary building AND an accessory building

# New Policies

- Change name to Additional Dwelling Unit (ADU) to align with existing definitions in ZBL and common name in North America
- Allow one ADU in principle building, and one in an accessory building, on the same lot, total 3 units

# New Policies

- Outside of floodplain areas—basement units may be permitted where flood mitigation criteria has been met
- Enable zoning regulations for parking, height, and setbacks
- Clarify no severance of ADU through consent, subdivision, or condominium



# Zoning Bylaw Updates

- Foundation drains disconnected from the sanitary sewer and a backflow prevention valve installed.
- Revised floor area restriction: minimum size remains at 40m<sup>2</sup>, maximum now 100m<sup>2</sup> but no longer tied to a percentage of the main building.

# Zoning Bylaw Updates

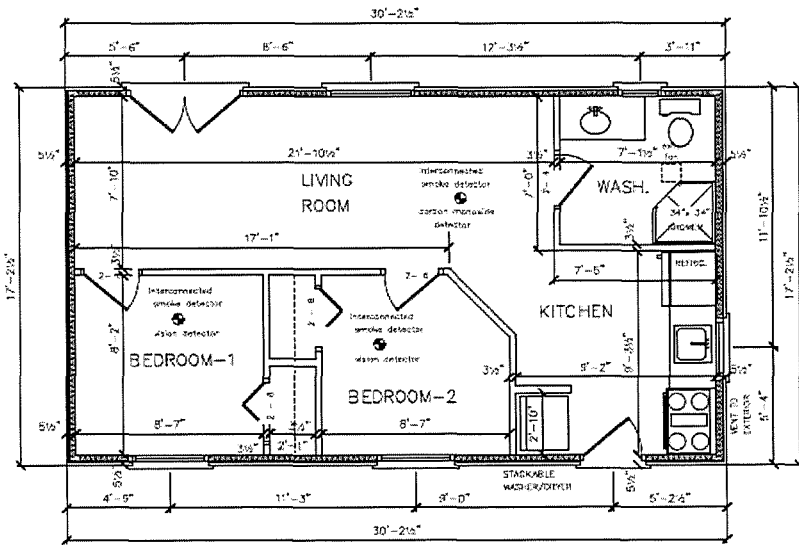
- For an ADU in an accessory building:
  - Introduce 1.2m side setback to align with building code and set back massing
  - Increase permitting height: Flat roof structures go from 3.0m to 6.0m. Sloped roof structures go from 5.5m to 8.0m.
    - Increases in as-of-right allowed height will allow a second storey for units above a garage.

# Zoning Bylaw Updates

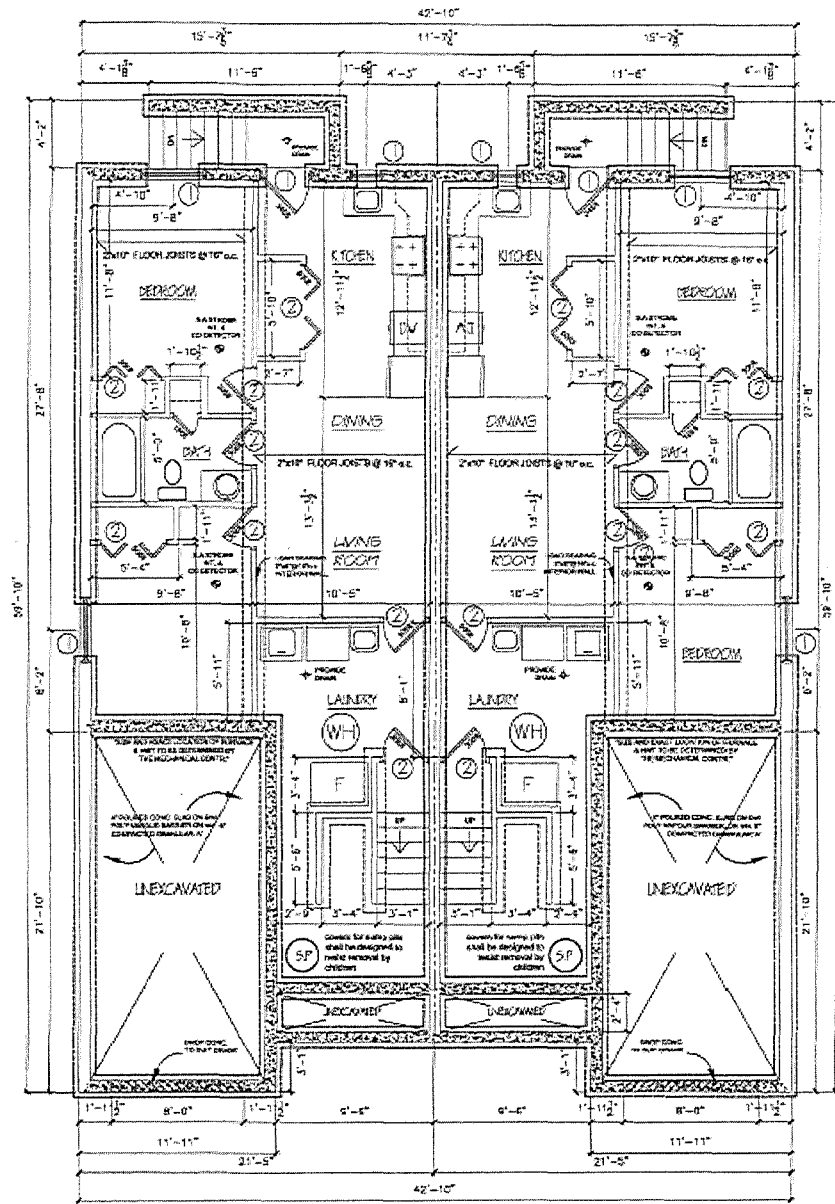
- For an ADU in an accessory building:
  - Height tied to main building: new prohibition for accessory buildings containing a dwelling from exceeding the height of the main building.
  - Ensures the scale of new development is proportional to the existing building, and prevents the development of an accessory structure that is taller than the main building.



FRONT ELEVATION



MAIN FLOOR PLAN





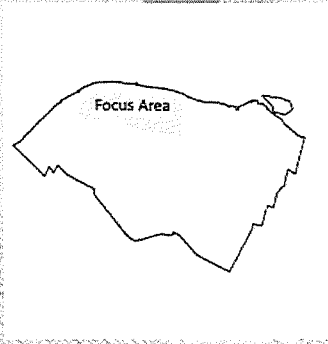
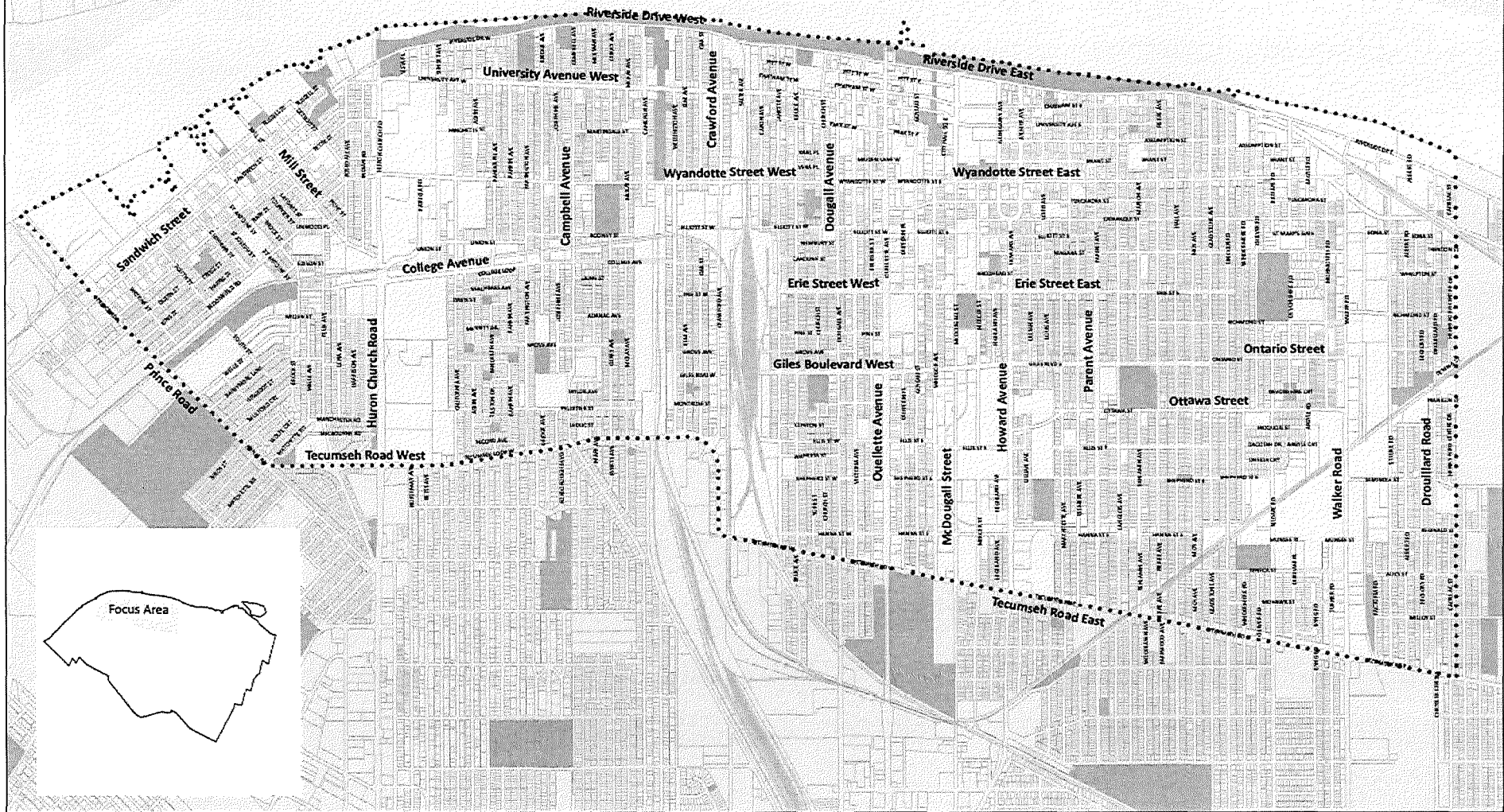
# Zoning Bylaw Updates

- Parking:
  - Current: one space for the first additional unit outside of older neighbourhoods. No parking required for additional units within parking exemption area.
  - Proposed: no parking required for second additional unit, maximum required parking would be one space for main building, and one space for the first additional unit.

# Secondary Residential Units: Exempt Areas

## Legend

- Area Where Additional Parking Space is Not Required to Create a Second Residential Unit



# Questions?

**George Robinson MCIP, RPP**

(519) 255-6543 x 6531

[grobinson@citywindsor.ca](mailto:grobinson@citywindsor.ca)

**Greg Atkinson MCIP, RPP**

(519) 255-6543 x 6582

[gatkinson@citywindsor.ca](mailto:gatkinson@citywindsor.ca)