

Planning, Heritage & Economic Development Standing Committee Meeting

Date: Monday, July 09, 2018

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

Members Present:

Councillors

Ward 4 - Councillor Holt

Ward 5 - Councillor Sleiman

Ward 7 - Councillor Kusmierczyk

Ward 8 – Councillor Marra (Chairperson)

Ward 9 - Councillor Payne

Members

Member Baker

Member Bjarneson

Member DiMaio

Member Foot

Member Gyemi

Member Miller

Member Moore

ALSO PRESENT ARE THE FOLLOWING FROM ADMINISTRATION:

Thom Hunt, City Planner

Debbie Cercone, Executive Director Housing and Childrens Services

Wira H.D. Vendrasco, Deputy City Solicitor

Greg Atkinson, Planner III - Economic Development

Kristina Tang, Planner II - Revitalization & Policy Initiatives

Sahar Jamshidi, Planner II – Development Review

Mike Clement, Manager of Parks Development

Trevor Kezwer, Executive Initiatives Coordinator

Kelly Goz, Coordinator, Housing Administration & Policy

Jolayne Susko, Coordinator, Housing Administration & Policy

Anna Ciacelli, Supervisor of Council Services

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Delegations

- Item 7.1 Caroline Taylor, concerned citizen
- Item 7.1 Marina Clemens, Chair, Housing Advisory Committee
- Item 7.1 Michelle Friesen, Executive Director Family to Family Support Network
- Item 7.1 Philippa von Ziegenweidt, resident of Ward 6
- Item 11.1 Doug Lauzon, area resident
- Item 11.2 Sinisa Sinic, applicant

1. CALL TO ORDER

The Chairperson calls the meeting of the Planning, Heritage and Economic Development 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

None requested.

4. COMMUNICATIONS

None presented.

5. ADOPTION OF THE PLANNING ACT MINUTES

5.1. Minutes of the Planning, Heritage & Economic Development Standing Committee (Planning Act Matters) meeting held May 14, 2018

Moved by: Member Bjarneson

Seconded by: Member Gyemi

THAT the Minutes of the Planning, Heritage and Economic Development Standing Committee meeting (Planning Act Matters) meeting held May 14, 2018 **BE ADOPTED** as presented.
Carried.

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Report Number: SCM 234/2018

Clerk's File: MB2018

6. PRESENTATION & DELEGATIONS (PLANNING ACT MATTERS)

None.

7. PLANNING ACT MATTERS

7.1. Official Plan and Zoning By-law Amendments initiated by the City of Windsor to permit second units within residential areas (City-wide) - File No. OPA 122[OPA/5538] and Z-009/18 [ZNG/5571]

Greg Atkinson, Senior Planner, appears before the Planning, Heritage and Economic Development Standing Committee regarding the administrative report Official Plan and Zoning By-law Amendments initiated by the City of Windsor to permit second units within residential areas and provides a brief description of residential units and indicates that they are either contained within the primary dwelling unit (e.g. in the basement) or within an accessory building located on the same property (e.g. above a detached garage).

A summary of the Official Plan Amendment changes are provided as follows:

- Permits second units within residential areas.
- Prohibits second units within basements in flood plain areas.
- Outside of flood plain areas basement units must disconnect downspouts, install a sump pump, and where possible a backflow prevention valve.
- Must be smaller than primary dwelling unit.
- Limits exterior changes to heritage properties.
- Second unit in accessory building cannot be severed.
- Building Permit is required.
- Total number of lodgers must not exceed three.

A summary of the Zoning By-Law Amendment changes are provided as follows:

- Gives effect to Official Plan policies.
- Maximum size of a second unit is 50% of the area of the main building or 100 m² (1076 sq. ft.).
- Requires one parking space outside of core neighbourhoods (i.e. east of Prince Rd, North of Tecumseh Rd, and west of Henry Ford Centre Dr / Cadillac St).

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Mr. Atkinson indicates that the amendments are consistent with the Provincial Policy Statement, conforms with the Official Plan (as amended), and administration recommends adopting the changes.

Caroline Taylor, resident

Caroline Taylor, resident appears before the Planning, Heritage and Economic Development Standing Committee in opposition to the administrative recommendation in the report Official Plan and Zoning By-law Amendments initiated by the City of Windsor to permit second units within residential areas and indicates that when these units are sold they become student housing with absentee landlords that turn into unsafe buildings. She suggests that the City and the Province include more funding for affordable housing and take care of the current housing shortage that exists instead of adding more problems.

Marina Clemens, Chair Housing Advisory Committee

Marina Clemens, Chair Housing Advisory Committee appears before the Planning, Heritage and Economic Development Standing Committee in support of the administrative recommendation in the report Official Plan and Zoning By-law Amendments initiated by the City of Windsor to permit second units within the residential areas and indicates it is important for the City to communicate this information so that the community is aware of the regulations and start building these units. Ms. Clemens indicates that the waiting list for affordable housing is increasing and the secondary suites will alleviate some of the wait times.

Philippa von Ziegenweidt, resident of Ward 6

Philippa von Ziegenweidt, resident of Ward 6 appears before the Planning, Heritage and Economic Development Standing Committee in support of the administrative recommendation in the report Official Plan and Zoning By-law Amendments initiated by the City of Windsor to permit second units within the residential areas and notes that continued enforcement of poorly maintained properties should be increased. Ms. von Ziegenweidt adds that she is not entirely in favour of the second units in basements as seniors and the aging population may have mobility issues that would prevent them from using basement units or upper level units and she agrees that affordable housing in the City is lacking.

Michelle Friesen, Executive Director Family to Family Support Network

Michelle Friesen, Executive Director Family to Family Support Network appears before the Planning, Heritage and Economic Development Standing Committee in support of the administrative recommendation in the report Official Plan and Zoning By-law Amendments initiated by the City of Windsor to permit second units within the residential areas and indicates many groups would be interested in these type of housing units and urges the Committee and Council to adopt the administrative recommendation.

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Councillor Kusmierczyk requests clarification that in the East Riverside area there is a prohibition on the basement second units but main floor and units within accessory buildings would be allowed. Administration acknowledges this statement.

Member Bjarneson inquires whether there will be regulations related to the price of the second units and that she thinks they would typically be less expensive than other housing units. Administration indicates that price would not be regulated and they would anticipate these units to be more affordable than other housing units due to their smaller size. They add that other regulations may be necessary and may be proposed in the future based on experience with the new policies and zoning. Second units must comply with the same building and fire codes applicable to all housing.

Member Moore requests clarification regarding secondary units being separate from the primary unit and whether that is a stipulation. Mr. Atkinson indicates that secondary units are separate from the primary unit and it does have to be separate as part of the legislation as these secondary units must have their own separate access to the street or alley and access to these units cannot travel through the primary dwelling.

Councillor Payne inquires about how many of these secondary units may be expected. Administration doesn't anticipate many the first year, although interest may grow in the future.

Councillor Sleiman states that with the affordable housing waiting list very high, these secondary units may alleviate some of the burden and inquires whether permits are necessary. Administration indicates that a permit is necessary and all regulations need to be adhered to as well as inspections as is the requirement of any other new housing unit. He adds that the second units are rentable.

Member Gyemi inquires whether the units can be built in the main part of a garage. Administration indicates that second units can be built in the main part of a garage.

Administration indicates that these units would fit the existing fabric of the community and are a good way to accommodate increased residential density. Enforcement would still be in place, zoning specifics are necessary and all other regulations have to be followed.

Councillor Kusmierczyk inquires about the conversion of secondary suites to air b&b's. Administration indicates that they will include this on their list of items related to second units that will be monitored.

Moved by: Councillor Sleiman

Seconded by: Member Moore

Decision Number: **PHED 590**

THAT Official Plan Amendment No. 122 as shown in Appendix 1 to Report # S 102/2018 regarding new policies authorizing the use of second residential units **BE ADOPTED**; and,

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THAT an amendment to Zoning By-law 8600 as shown in Appendix 2 to Report # S 102/2018 permitting second residential units **BE PASSED**.

Carried.

Report Number: S 102/2018
Clerk's File: ZO/13230 ZB/13229

There being no further business the meeting of the Planning, Heritage and Economic Development Standing Committee (Planning Act Items) portion is adjourned at 5:11 o'clock p.m.

The Chairperson calls the Administrative portion of the Planning, Heritage & Economic Development Standing Committee meeting to order at 5:12 o'clock p.m.

8. ADOPTION OF THE MINUTES

8.1. Adoption of the Planning, Heritage & Economic Development Standing Committee meeting minutes held June 11, 2018

Moved by: Member Baker

Seconded by: Councillor Sleiman

THAT the minutes of the Planning, Heritage and Economic Development Standing Committee meeting held June 11, 2018 **BE ADOPTED** as presented.
Carried.

Report Number: SCM 258/2018
Clerk's File: MB2018

9. PRESENTATIONS AND DELEGATIONS (COMMITTEE & ADMINISTRATIVE MATTERS)

See Item 7.1, 11.1 and 11.2.

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10. HERITAGE ACT MATTERS

10.1. Jackson Park, 125 Tecumseh Road East- Demolition of Listed Washroom and Maintenance Buildings on the Windsor Municipal Heritage Register (Ward 3)

Kristina Tang, Heritage Planner (A) appears before the Planning, Heritage and Economic Development Standing Committee regarding the administrative report Jackson Park, 125 Tecumseh Road East-Demolition of Listed Washroom and Maintenance Buildings on the Windsor Municipal Heritage Register and provides a brief outline of the request. Administration is recommending demolition and they indicate it would not adversely impact other features in the park, as well as enhance public amenities.

Member Miller requests that in future the colours of replacement buildings should be vetted through the heritage committee for input.

Moved by: Member Miller

Seconded by: Councillor Holt

Decision Number: **PHED 591**

I. That the demolition of the washroom and maintenance buildings in Jackson Park **BE APPROVED**.

II. That the City Planner **BE DELEGATED** the approval authority to approve the Site Plan Application associated with the replacement washroom and maintenance buildings, and the improvements to the parking lots, drives, and connecting trails in Jackson Park.

Carried.

Report Number: S 95/2018

Clerk's File: SR/12394

10.2. Cunningham's Sheet Metal, 1478 Kildare Road - Community Heritage Fund Grant (Ward 4)

Kristina Tang, Heritage Planner (A) appears before the Planning, Heritage and Economic Development Standing Committee regarding the administrative report Cunningham's Sheet Metal, 1478 Kildare Road—Community Heritage Fund Grant and provides a brief outline of the applications as well of the work that was completed. Administration is recommending approval of the grant request.

Councillor Holt commends the owner for investing in the area.

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Moved by: Councillor Holt
Seconded by: Member Foot

Decision Number: **PHED 592**

THAT the owners of Cunningham's Sheet Metal, 1478 Kildare Road, **BE GRANTED** an upset amount of \$2,245 from the Community Heritage Fund (Reserve Fund 157) for repair work conducted on the front masonry facade.

Carried.

Report Number: S 96/2018

Clerk's File: MBA/12747

There being no further business the meeting of the Planning, Heritage and Economic Development Standing Committee (Heritage Items) portion is adjourned at 5:23 o'clock p.m.

The Chairperson calls the Administrative Matters portion of the Planning, Heritage & Economic Development Standing Committee meeting to order at 5:24 o'clock p.m.

11. ADMINISTRATIVE ITEMS

11.1. (ACSP) Closure of North / South alley between Malcolm St. & Sydney Ave., West of Parkwood Ave. & East of Woodlawn Ave. - Ward 9

Doug Lauzon, area resident

Doug Lauzon, area resident, appears before the Planning, Heritage and Economic Development Standing Committee regarding administrative report (ACSP) Closure of North/south alley between Malcolm St. & Sydney Ave., West of Parkwood Ave. & East of Woodlawn Ave. and indicates that many neighbours have continuously maintained the current alley and concludes by requesting clarification on the closure request. Councillor Marra explains the current Alley Closing Subsidy process and that it is a great deal less expensive utilizing this method and that the closure is a method to legalize and address liability issues.

Moved by: Councillor Payne
Seconded by: Councillor Kusmierczyk

Decision Number: **PHED 593**

- I. That the north-south alley having the width of 4.27m, between Malcolm St. & Sydney Ave., West of Parkwood Ave. & East of Woodlawn Ave., as shown on Drawing CC-1731, attached hereto as Appendix "A", **BE ASSUMED** for subsequent closure;

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- II. That the north-south alley having the width of 4.27m, between Malcolm St. & Sydney Ave., West of Parkwood Ave. & East of Woodlawn Ave., as shown on Drawing CC-1731 attached hereto as Appendix "A, **BE CLOSED AND CONVEYED** to the abutting property owners subject to the following:
 - i. Easements, subject to their being accepted in the City's standard form and in accordance with the City's standard practice, be granted to:
 - a. Bell Canada, Managed Network Systems Inc., COGECO CONNEXION Inc. and Enwin Utilities Ltd.
 - ii. Conveyance Cost **BE SET** as follows:
 - Abutting properties zoned RD1.1:
 1. \$1.00 plus alley subsidy cost of \$99.00 during the alley subsidy program;
 2. \$1.00 plus alley subsidy cost of \$99.00 after the expiration of the alley subsidy program
- III. That The City Planner **BE REQUESTED** to supply the appropriate legal description, in accordance with Drawing Number CC-1731, *attached* hereto as Appendix "A"
- IV. That The City Solicitor **BE REQUESTED** to prepare the necessary by-law(s)
- V. 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
- VI. That the matter **BE COMPLETED** electronically pursuant to By-law Number 366-2003
- VII. If there are existing alley approaches, and these approaches become obsolete after the alley closure, the City shall remove existing alley approaches in the future when budget funds exist. Alternatively should property owners that abut the approaches to the closed alley wish to retain the alley approaches as driveways, permits from Public Works shall **BE REQUIRED**

Carried.

Report Number: S 103/2018
Clerk's File: SAA2018

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11.2. Brownfield Redevelopment Community Improvement Plan (CIP) application submitted by 2609998 Ontario Inc. for 1012 Drouillard Road (Ward 5)

Greg Atkinson, Senior Planner appears before the Planning, Heritage and Economic Development Standing Committee regarding the administrative report Brownfield Redevelopment Community Improvement Plan (CIP) application submitted by 2609998 Ontario Inc. for 1012 Drouillard Road and provides a brief overview of the application including details of the funding and indicates that Administration is recommending approval of the application.

Sinisa Sinic, applicant

Sinisa Sinic, applicant, appears before the Planning, Heritage and Economic Development Standing Committee regarding the administrative report Brownfield Redevelopment Community Improvement Plan (CIP) application submitted by 2609998 Ontario Inc. for 1012 Drouillard Road and encourages the City to approve the application as this funding and the renovation would have a positive impact for the neighbourhood and for the community.

Councillor Sleiman inquires about future plans for the building. The applicant indicates that they intend to operate a business out of the location for the foreseeable future.

Councillor Holt requests clarification about the necessity of an environmental assessment for the building. The applicant indicates that the bank required the assessment. Mr. Atkinson adds that the environmental assessment is not part of the City's requirements.

Councillor Payne inquires as to setting a precedent approving a building in the Brownfield redevelopment grant category. Administration indicates this application falls within the eligibility rules and this type of application may become more common over time. Several other applications of this nature have been approved.

Moved by: Councillor Sleiman

Seconded by: Councillor Holt

Decision Number: **PHED 594**

THAT the request made by 2609998 Ontario Inc. to participate in the Environmental Site Assessment Grant Program **BE APPROVED** for the completion of the proposed Phase II Environmental Site Assessment Study at 1012 Drouillard Road pursuant to the City of Windsor Brownfield Redevelopment Community Improvement Plan; and,

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THAT the City Treasurer **BE AUTHORIZED** to issue payment up to a maximum of \$5,675 based upon the completion and submission of a Phase II Environmental Site Assessment Study completed in a form acceptable to the City Planner and City Solicitor.

Carried.

Report Number: S 100/2018

Clerk's File: SPL/10759

11.3. CQ53-2016 Ojibway Street Extension - Ward 10

Moved by: Councillor Holt

Seconded by: Councillor Kusmierczyk

Decision Number: **PHED 595**

THAT the report by the City Planner dated June 22, 2018 entitled "CQ53-2016 Ojibway Street Extension – Ward 10" **BE RECEIVED**.

Carried.

Report Number: S 106/2018

Clerk's File: SR2018

12. COMMITTEE MATTERS

None.

13. QUESTION PERIOD

Councillor Holt inquires about the process of the new requirements under the Planning Act. Administration provides information on the policies moving forward and reiterates that any discussion pertaining to matters that come before the Planning, Heritage and Economic Development Standing Committee or City Council pertaining to Planning Act items should be carried out during the Standing Committee or during the Council Meeting. Administration also indicates the process is new and they are proceeding with caution to ensure that all legislative processes are being followed.

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14. ADJOURNMENT

There being no further business the meeting of the Planning, Heritage and Economic Development Standing Committee is adjourned at 5:50 o'clock p.m.



Ward 8—Councillor Marra
(Chairperson)



Supervisor of Council Services