

A meeting of the **Planning Standing Committee** is held this day commencing at 4:30 o'clock p.m. in Council Chambers there being present the following members:

Councillor Marra (Chair)
Councillor Maghnieh
Councillor Sleiman
Councillor Hatfield
Councillor Gignac

Also present are the following from Administration:

Don Wilson, Manager of Development
Neil Robertson, Manager of Urban Design
June Liu-Vajko, Engineering and Corporate Projects
Wira Vendrasco, Senior Legal Counsel
William Jean, Manager of Permit Services/Deputy Chief Building Official
Jan Wilson, Executive Director of Recreation and Culture
Joe Mancina, Deputy Treasurer – Financial Accounting
Agatha Armstrong, Deputy City Clerk

1. **CALL TO ORDER**

The meeting is called to order at 4:30 o'clock p.m.

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

None.

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

None requested.

4. **COMMUNICATIONS**

None.

5. **PRESENTATIONS AND DELEGATIONS**

Item 1 Request to close part of the north/south alley between Dougall Avenue and Church Street, south of West Grand Boulevard

Andre Abouasli, Agent/Applicant appears before the committee to speak in support of the administrative recommendation to close part of the north/south alley between Dougall Avenue and Church Street., south of West Grand Boulevard, stating that the closure of the alley allows for additional landscaping and green space.

Moved by Councillor Gignac, seconded by Councillor Sleiman

I. That the part of the 4.27 m wide (14.0 feet) north/south between Dougall Avenue and Church Street, south of West Grand Boulevard as shown on Drawing No. CC-1623, ***attached*** hereto as Appendix "A" **BE ASSUMED** for subsequent closure and conveyance to the abutting property owners and further the City Solicitor **BE REQUESTED** to prepare the necessary by-law.

II. That the part of the 4.27 m wide (14.0 feet) north/south between Dougall Avenue and Church Street, south of West Grand Boulevard as shown on Drawing No. CC-1623, ***attached*** hereto as Appendix "A" **BE CLOSED AND CONVEYED** to the abutting property owners subject to the following:

- i. Easements are required in favour of:
 - EnWin Utilities Ltd.
 - Bell Canada
 - Cogeco Cable Systems
- ii. Conveyance cost to each owner
 - Abutting properties zoned RD1.4 - \$1.00 plus deed preparation and proportionate share of survey cost
 - Abutting properties zoned CD2.1 - \$14.00 per sq. ft. (\$150.70 per sq. m.) no easements and \$7.00 per sq. ft. (\$75.35 per sq. m.) with easements (deed preparation in addition & survey cost is included in the purchase price)

and further:

- iii. The City Engineer and City Solicitor **BE REQUESTED** to supply the appropriate legal description, in accordance with Drawing Number. CC-1623, ***attached*** hereto as Appendix "A"
- iv. The City Planner, or designate, **BE AUTHORIZED** to publish the required legal notice,
- v. The City Solicitor **BE REQUESTED** to prepare the by-law to close
- vi. 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. The transaction **BE COMPLETED** electronically pursuant to By-law Number 366-2003.

Carried.

The salient points of discussion relating to the request to close part of the north/south alley between Dougall Avenue and Church Street, south of West Grand Boulevard are as follows:

- No abutting property owners have expressed interest in purchasing their half of the alley.
- The applicant is requesting the alley be closed to add to his property for extra green space.

Item 4 Request for Waiver of Building Permit Fees and Development Charges – Windsor Regional Hospital – 3901 Connaught Avenue

Mary Broga, VP of Family Mental Health and Addictions, and Gisele Sullens, Director of Public Affairs, Windsor Regional Hospital appear before the committee to speak against the administrative recommendation to deny the waiver of fees for the building permits and the development charges for the construction of a one-storey residential building and one-storey gymnasium, stating that any relief provided by Council would be appreciated, and conclude by stating that the project is not 100% funded, the expectation is that the community also contribute to the project.

The salient points of discussion relating to the request to waive building permit fees and development charges are as follows:

- Total project cost is 5.3 million to build the two buildings
- The funding for the project comes from the Ministry of Children and Youth Services, which does not cover the total cost of the project
- WeCare for Kids has contributed 1 million to the project
- The community has also contributed the project
- Council has approved grants in-lieu of fees in the past
- A local company has been named the Contractor
- The program offered is a necessary program in the community for children

Moved by Councillor Hatfield, seconded by Councillor Maghnieh

That Council **PROVIDE** a one-time grant in lieu of the amount of \$91906.00 from the Budget Stabilization Reserve Fund for building permit fees (\$29,926.00) and development charges (\$61,980.00) for the construction of a one-storey residential building and a one-storey gymnasium.

Carried.

6. PLANNING ACT MATTERS

None

7. COMMITTEE MATTERS

None.

8. ADMINISTRATIVE MATTERS

Item 2 Approval of definitions and three-tiered fee structure for Site Plan Applications

Moved by Councillor Gignac, seconded by Councillor Sleiman

1. That Council **APPROVE** the following definition for a **Minor Development**:
“Minor” Development is defined as:

- i. Construction of a new stand alone building or a building addition resulting in a maximum total gross floor area of 300 square metres (3,229 square feet) or less on-site; or
 - ii. Changing the use of an existing building requiring revisions to facade only; or
 - iii. Creation of a parking area with more than 5 and less than 25 parking spaces (total) on-site or reconfiguration of an existing parking area resulting in more than 5 and less than 25 (total) spaces.
2. That Council **APPROVE** the following definition for a **Standard Development**:
- “Standard” Development is defined as:**
- i. Construction of a new building or a building addition resulting in a total gross floor area of between 301 square metres (3,240 square feet) and 9,999 square metres (107,632 square feet) on-site. This includes single or multiple phase development; or
 - ii. Creation of a parking area with more 25 parking spaces (total) on-site or reconfiguration of an existing parking area resulting in more than 25 (total) spaces.

Developments that otherwise meet the definition of “Minor” Development may be deemed “Standard” Development at the discretion of the Planning Department if the development necessitates a shared access agreement; or is subject to the heritage policies of the City’s Official Plan, proposals in close proximity to natural features (municipal drains, watercourses, etc.) or located within or adjacent to a “Gateway” or “Special Policy Area”, as defined by the Official Plan.

3. That Council **APPROVE** the following definition for a **Major Development**:
- “Major” Development is defined as:**
- i. Construction of a new building or a building addition resulting in a minimum total gross floor area of 10,000 square metres (107,639 square feet) on-site. This includes single or multiple phase development.
4. That By-law 41-2012 **BE AMENDED** to include the following:
- a. A base fee of **\$2,918.00** for “Minor” development Site Plan Applications;
 - b. A base fee of **\$4,983.00** for “Standard” development Site Plan Applications; and
 - c. A base fee of \$ **7,023.00** for “Major” development Site Plan Applications.
5. That By-law 1-2004 **BE AMENDED** to include the following:
- a. Definition of “Minor”, “Major” and “Standard” site plan applications; and

- b. That Site plan files with no action for a period of 6 months from the Site Plan Review Committee Meeting be deemed as abandoned and be closed. Once a file is closed, a new application with applicable fees is required for future consideration of the proposal.

Carried.

Item 3 Draft Waiver of Fees Policy

The salient points of discussion relating to the Draft Waiver of Fees Policy are as follows:

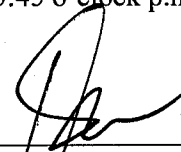
- Council is asked to consider waiving of fees by various organizations.
- A Waiver of Fees Policy has been developed to allow for consistency when dealing with the waiving of fees request.
- The Corporation has considered several requests for waiver of fees over the past number of years.
- The general intent of the eligibility guidelines is to consider only requests from non-profit/charitable organizations that provide broadly based and valuable services to Windsor residents, and responsibility for which does not normally rest with other levels of government
- A Corporate account would be established in order to track all costs associated with the waiver of fees with an offsetting credit to the impacted department(s)
- Organizations request would be forwarded to the appropriate department for review and a report to Council.
- Once policy approved appropriate administrative procedures will be created to ensure compliance with policy.
- Specific time frames to be added to the policy.

9. DATE OF NEXT MEETING

The next meeting of the Planning Standing Committee will be held on May 14, 2012 at 4:30 o'clock p.m. in Council Chambers.

10. ADJOURNMENT

There being no further business, the meeting is adjourned at 5:45 o'clock p.m.



CHAIR



DEPUTY CITY CLERK