

A meeting of the **Planning and Economic Development 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 Hatfield  
Councillor Sleiman  
Councillor Payne

Citizens

Merrill Baker  
Cheryl Cross-Leal  
Barb Bjarneson

Regrets

Councillor Dilkens

Delegations

Terrance Kennedy, Resident of Ward 2 (Committee Report No. 311)

*Also present are the following from Administration:*

Thom Hunt, City Planner and Executive Director  
Wira Vendrasco, Deputy City Solicitor/Senior Legal Counsel  
Jim Abbs, Planner III—Subdivisions  
Kevin Alexander, Planner III—Community Development  
Helga Reidel, Chief Administrative Officer  
Marianne Sladic, Steno Clerk Senior (A)  
Agatha Armstrong, Deputy City Clerk

1. **CALL TO ORDER**

The Deputy City Clerk calls the meeting to order at 4:35 o'clock p.m.

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

None.

3. **ELECTION OF CHAIRPERSON**

The Deputy City Clerk calls for nominations from the floor for the position of Chair for the Planning and Economic Development Standing Committee. Councillor Hatfield nominates Councillor Marra for the position of Chair. The Deputy City Clerk

inquires if there are any further nominations. Seeing none, the Deputy City Clerk asks Councillor Marra if he accepts the nomination, and Councillor Marra responds favorably.

Moved by Councillor Sleiman, seconded by Councillor Hatfield,  
**THAT** Councillor Marra **BE ELECTED** as the Chair of the Planning and Economic Development Standing Committee until November 30, 2013.  
Carried.

The Deputy City Clerk calls for nominations from the floor for the position of Vice Chair for the Planning and Economic Development Standing Committee. Cheryl Cross-Leal nominates Councillor Sleiman for the position of Vice Chair. The Deputy City Clerk inquires if there are any further nominations. Councillor Hatfield nominates Councillor Dilkens who is absent. The Deputy City Clerk inquires if Councillor Sleiman accepts the nomination. Councillor Sleiman respectfully declines and seconds the nomination of Councillor Dilkens.

Moved by Councillor Hatfield, seconded by Sleiman,  
**THAT** Councillor Dilkens **BE ELECTED** as Vice Chair of the Planning and Economic Development Standing Committee until November 30, 2013.  
Carried.

4. **ADOPTION OF MINUTES**

Moved by Councillor Payne, seconded by Councillor Sleiman,  
**THAT** the minutes of the meeting of the Planning Standing Committee (Planning Act Matters) held September 10, 2012 **BE ADOPTED** as presented.  
Carried.

Moved by Councillor Payne, seconded by Councillor Sleiman,  
**THAT** the minutes of the meeting of the Planning Standing Committee held September 10, 2012 **BE ADOPTED** as presented.  
Carried.

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

None requested.

6. **COMMUNICATIONS**

Moved by Councillor Hatfield, seconded by Councillor Sleiman,  
**THAT** the updated mandate for the Planning and Economic Development Standing Committee (updated September 2012) **BE RECEIVED** for information.  
Carried.

7. **PRESENTATIONS AND DELEGATIONS**

**Report No. 311 of the Windsor Heritage Committee – Request to Modify Heritage Designated Property: Add Solar Panels, Perry-Breault House, 245 Mill Street**

**Terrance Kennedy, Resident of Ward 2**

Terrance Kennedy, resident of Ward 2 appears before the committee to speak against the administrative recommendations to approve the revised proposed modification of the property at 245 Mill Street, suggesting that the property has been converted from a single family dwelling to an income property, with work being done without final approval from the City, and concludes by stating that altering the property affects the adjacent property owners.

Moved by Councillor Hatfield, seconded by Councillor Sleiman,

**THAT** Report No. 311 of the Windsor Heritage Committee of its meeting held September 12, 2012 regarding a request to modify heritage designated property, to add solar panels at Perry-Breault House, at 245 Mill Street **BE REFERRED** back to Administration to allow for a meeting with adjacent property owners, the property owner of 245 Mill Street and Les Amis Duff Baby House for further consultation.

Carried.

8. **PLANNING ACT MATTERS**

Minutes for the Planning Act Matters are *attached* as Appendix "A".

**Item 1 Official Plan Amendment No. 89 – Section 11.7 Site Plan Control**

Moved by Councillor Sleiman, seconded by Councillor Hatfield

**THAT** the City of Windsor Official Plan **BE AMENDED** as shown in Schedule 'A' regarding changes to Section 11.7 Site Plan Control; and

**THAT** the City Solicitor **BE DIRECTED** to prepare a By-law to amend Site Plan Control By-law 1-2004 to incorporate these amendments in proposed OPA No. 89 once the appeal period has lapsed.

Carried.

9. **COMMITTEE MATTERS**

**Report No. 312 of the Windsor Heritage Committee (Quadruplex, 534 and 536 Kildare Road, Amend Heritage Designation)**

Moved by Councillor Sleiman, seconded by Councillor Payne,

**THAT** Report No. 312 of the Windsor Heritage Committee of its meeting held September 12, 2012 regarding the Heritage Designation By-law for two of the four units of the Quadruplex at 534 and 536 Kildare Road **BE ADOPTED** as presented.

Carried.

**Report No. 313 of the Windsor Heritage Committee (Windsor Municipal (Windsor Municipal Heritage Register – Add and Remove Listings)**

Moved by Councillor Sleiman, seconded by Councillor Payne,  
**THAT** Report No. 313 of the Windsor Heritage Committee of its meeting held September 12, 2012 regarding properties of cultural heritage value or interest **BE ADOPTED** as presented.

Carried.

**Minutes of the Windsor Heritage Committee meeting held September 12, 2012-**

Moved by Councillor Hatfield, seconded by Councillor Payne,  
**THAT** the minutes of the Windsor Heritage Committee held September 12, 2012 **BE RECEIVED** for information.

Carried.

**Minutes of the Windsor Heritage Committee meeting held June 13, 2012**

Moved by Councillor Sleiman, seconded by Councillor Payne,  
**THAT** the minutes of the Windsor Heritage Committee held June 13, 2012 **BE RECEIVED** for information.

Carried.

**Minutes of the Windsor BIA Advisory Committee meeting held June 25, 2012**

Moved by Councillor Hatfield, seconded by Councillor Payne,  
**THAT** the minutes of the Windsor BIA Advisory Committee meeting held June 25, 2012 **BE RECEIVED** for information.

Carried.

**Minutes of the International Relations Committee meeting held August 30, 2012**

Moved by Councillor Hatfield, seconded by Councillor Sleiman  
**THAT** the minutes of the International Relations Committee meeting held August 30, 2012 **BE RECEIVED** for information.

Carried.

10. **ADMINISTRATIVE ITEMS**


None.

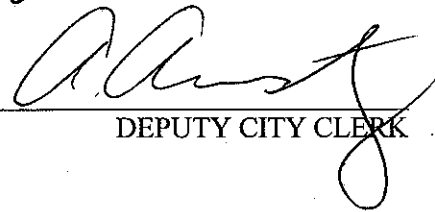
11. **DATE OF NEXT MEETING**

The next meeting of the Planning and Economic Development Standing Committee will be held on Thursday, October 25, 2012 at 4:30 o'clock p.m. in Council Chambers.

12. **ADJOURNMENT**

There being no further business, the meeting is adjourned at 5:30 o'clock p.m.

  
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CHAIR

  
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DEPUTY CITY CLERK

**MINUTES OF THE CITY OF WINDSOR PLANNING & ECONOMIC DEVELOPMENT  
STANDING COMMITTEE  
(Planning Act Matters)**

**October 9, 2012**

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A meeting of the Windsor Planning & Economic Development Standing Committee was held this day at 4:30 p.m. in the Council Chambers, Third Floor, City Hall.

The meeting is called to order by Agatha Armstrong. The Planning Standing Committee and the Economic Development Standing Committee have joined to become the Planning & Economic Development Standing Committee. As such, the Chair and Vice-Chair positions were voted upon.

Chair: Councillor Bill Marra – nominated by Councillor Hatfield, seconded by Councillor Sleiman. Councillor Marra accepts the nomination and requests nominations for Vice-Chair.

Ms. Cross-Leal nominates Councillor Sleiman. Councillor Hatfield nominates Councillor Dilkens, given that he was Chair of the committee with which has now merged with Planning Standing. Councillor Sleiman supports the nomination. Ms. Cross-Leal withdraws her nomination.

Vice-Chair: Councillor Drew Dilkens (subject to acceptance at next meeting)

Other members:

Councillor E. Sleiman, Councillor P. Hatfield, Councillor H. Payne, Ms. C. Cross-Leal, and Mr. M. Baker.

Regrets: Ms. B. Bjarneson and Councillor D. Dilkens

Also present are:

Mr. Thom Hunt – City Planner, Mr. Jim Abbs – Planner III, Mr. John Calhoun – Heritage Planner, Mr. Kevin Alexander – Planner III and Ms. Marianne Sladic – Senior Clerk, Planning Department; Ms. Agatha Armstrong – Supervisor of Council Service/Deputy City Clerk; Ms. Wira Vendrasco – Deputy City Solicitor/Manager of Legal Services & Real Estate, Legal Department and Ms. Helga Reidel – CAO.

**ADOPTION OF THE MINUTES**

Moved by Councillor Payne, seconded by Councillor Sleiman.

That the minutes of the Planning Standing Committee (Planning Act Matters) meeting of September 10, 2012 **BE ADOPTED.**

Motion **CARRIED UNANIMOUSLY.**

**GENERAL BUSINESS:**

The Chair explains the rules of procedure of the Planning & Economic Development Standing Committee and that this is the required public meeting in accordance with the Planning Act. The Chair asks if there are any questions or concerns regarding the procedures of the Committee.

Ms. Cross-Leal clarifies they (civilian members) are to continue as members for Planning Act Matters only? The Chair confirms.

The Chair asks if there are any disclosures of pecuniary interest. Hearing none, he asks members and the public present if there are any requests for deferral, referral or withdrawal. Hearing none, he proceeds with the meeting. The Chair indicates those interested in making submissions to Council must list to speak as a delegation with Council Services.

The Chair introduces the first item on the agenda.

**Item 1 – OFFICIAL PLAN AMENDMENT #89 – SITE PLAN CONTROL**

As a result of changes to the *Planning Act* through *Bill 51* municipalities have the power to review exterior elements of buildings as part of the Site Plan Control Process. Council has also adopted specific policies to achieve a desirable and consistent design approach for commercial, industrial, institutional, and high profile residential developments in certain areas of the City. Small scale, low profile residential developments in areas that have been the subject of a study may also be subject to site plan control. Administration is recommending that *Section 11.7 (Site Plan Control)* of the City Official Plan and the Site Plan Control By-law 1-2004 be amended to implement Council's desire to achieve a consistent design approach. [Kevin Alexander – Planner III]

Recommendation is for approval.

Councillor Sleiman inquires whether municipalities must follow the provincial policy statement, is it mandatory or optional? Mr. Alexander advises the policy is worded to encourage municipalities to follow the policy. Councillor Sleiman asks whether this is something new or is this new policy only clarifying further what already exists? Mr. Alexander advises the provincial policies help implement changes in Official Plan policies in making items clearer as they related to various plans approved by Council.

Councillor Sleiman seeks clarification whether the province is advising Developers what profiles/design/colour in housing are to be used? Is this to be enforceable? Mr. Alexander advises the purpose is to keep neighbourhoods (ex. Heritage buildings) consistent with the attributes of the area. Example: In the Walkerville area, it would be preferable that the design of a home be consistent with the height of the other homes.

Councillor Sleiman inquires whether the design recommended is more costly than the Developer/Builder can afford? Mr. Alexander advises that in areas where there are enforced guidelines, there are also incentive programs/grants available to assist in some of those costs.

Mr. Baker notes concern as the City potentially being perceived as having too much control. Although there may not be a financial impact on the City, but there may be the potential of financial impact on some residents. What would the cost now be for something that may now be subject to Site Plan Control that would fall within that category? Mr. Alexander advises anything going through the SPC process, such as low profile residential, would undergo a much more streamlined process. Currently have something in place where low profile residential applications have no fee charged. As mentioned, there are certain incentive programs/grants offered in certain areas of the city to help offset some of the costs (ex. Heritage areas).

Mr. Baker inquires whether for low profile residential there would be no charge for Site Plan application? Mr. Alexander advises it can be considered but has not been detailed, at this time. Mr. Hunt elaborates that the Planning Department is currently reviewing the process at this time and are looking to provide a quicker, more streamlined approach for residents. Although there is cost recovery on most applications, however it may be more of a nominal fee rather than that of commercial developments. Mr. Hunt also adds that most of Mr. Alexander's recommendations are merely to implement changes that Council has already given direction on.

Mr. Hunt adds that although the aesthetics of a particular area, such as a heritage neighbourhood, are requested, this doesn't mean the exact material must be used. Mr. Hunt advises that Mr. Calhoun (Heritage Planner) reviews plans and may suggest materials that have similar attributes, which may also be cost effective.

Mr. Baker inquires if further definitions will be incorporated into the Site Plan policy changes? Mr. Hunt advises the SPC process provides guidelines, some which are preferences, others which are requirements. The goal is to provide consistency in the process.

The Chair asks if there's anyone in the audience to speak on the item.

Moved by Councillor Sleiman, seconded by Councillor Hatfield.

- I That the City of Windsor Official Plan **BE AMENDED** as shown in Schedule 'A' regarding changes to *Section 11.7 Site Plan Control* ; and
- II That the City Solicitor **BE DIRECTED** to prepare a By-law to amend Site Plan Control By-law 1-2004 to incorporate these amendments in proposed OPA No. 89 once the appeal period has lapsed.

Motion **CARRIED, UNANIMOUSLY.**



The Chair requests all members to remain so that Mr. Hunt can share correspondence received from the province which is planning related.

Mr. Hunt brings forth the Provincial Policy Statement (PPS) as mentioned by Councillor Sleiman earlier. The correspondence received pertains to Land Use Planning Matters. There is a regional workshop being held on October 10<sup>th</sup> at the Caboto Club. Registration is at 5 pm, the workshop begins at 6 pm. Should anyone desire a copy, Mr. Hunt would be happy to provide one. If anyone wishes to attend, please advise. Councillor Hatfield inquires as to cost. Mr. Hunt advises there was no mention of cost.

Meeting adjourned: 5:00 pm

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Councillor Bill Mara, Chair

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Mr. Jim Abbs, Secretary (A)

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