

/AA
Windsor, Ontario, May 9, 2011

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

Councillor Marra, Chair
Councillor Gignac
Councillor Hatfield
Councillor Maghnieh
Councillor Sleiman

Also present are the following from Administration:

Thom Hunt, City Planner
Helga Reidel, Chief Administrative Officer
George Wilkki, City Solicitor
Don Wilson, Manager of Development
Michael Cooke, Manager of Planning Policy
Neil Robertson, Manager of Urban Design
Frank Scarfone, Property Coordinator
Lee Anne Doyle, Chief Building Official
Agatha Armstrong, Deputy City Clerk

1. Call to Order

The Deputy City Clerk calls the meeting to order at 4:30 o'clock p.m.

2. Election

The Deputy City Clerk calls for nominations from the floor for the position of Chair for the Planning Standing Committee. Councillor Sleiman 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 favourably.

Moved by Councillor Sleiman, seconded by Councillor Hatfield,
That Councillor Marra **BE ELECTED** as the Chair of the Planning Standing Committee until November 30, 2011.
Carried.

The Deputy City Clerk calls for nominations from the floor for the position of Vice Chair for the Planning Standing Committee. Councillor Gignac nominates Councillor Sleiman for the position of Vice Chair. The Deputy City Clerk inquires if there are any further nominations. Councillor Hatfield nominates Councillor Maghnieh. The Deputy City Clerk inquires if Councillors Sleiman and Maghnieh accept the respective nominations. Councillors Sleiman and Maghnieh individually accept. The Deputy City Clerk calls the vote.

Moved by Councillor Gignac, seconded by Cheryl Cross-Leal,
That Councillor Sleiman **BE ELECTED** as Vice Chair of the Planning Standing
Committee until November 30, 2011.

Carried.

3. **Disclosure of Pecuniary Interest and the General Nature Thereof**

None

4. **Presentations**

The City Planner provides an overview of the mandate, and composition of the Planning Standing Committee, outlining the requirements for *Planning Act* matters, and notes that this forum will serve as the required public meeting in accordance with the *Planning Act*. Administration directly involved with the Planning Standing Committee are introduced and provide presentations on each area represented as follows: Development Applications; Rules and Procedures of the Planning Standing Committee, which will be reviewed and adopted at a future meeting; Official Plan amendments and rezoning process; Planning Policy; Urban Design Implementation; Site Plan Control Applications; Closure of a Street and Alley; and a brief overview of the Property Standards Enforcement.

The Chair provides comments regarding the new Standing Committee Structure, and the procedure for *Planning Act* matters, outlining that such matters will be dealt with at the beginning of each committee meeting with the 5 Councillors and the 3 members at large. Once the *Planning Act* matters are considered, the committee will recess and reconvene in public session with only the 5 Council members to deal with Non-Planning Act matters.

The Committee recesses at 5:50 o'clock p.m.

The Committee reconvenes at 5:55 o'clock p.m.

5. **Business Items**

Item 1 Request to close part of the east/west alley behind 604/622 South Pacific Avenue

Frank Scarfone, Property Coordinator provides clarification on the administrative recommendation, outlining the concerns of property owner, Mr. Dugal with respect to the grade separation. Mr. Scarfone notes that the entire alley will be conveyed, and requests that amendments be made to recommendation II of the administrative report.

Councillor Sleiman has a question pertaining to alley closures in general and the request for easements on certain applications.

Mr. Scarfone explains the requirements of the application process.

Councillor Sleiman requests clarification on the distinction between easements and right of way, and concludes by inquiring about residents who purchase the alley and what their legal obligations are.

Councillor Gignac asks whether or not property owners use this specific alley to access their garages or is there merit in closing the entire alley.

Mr. Scarfone indicates that a large number of property owners have fences and sheds, and that in this particular case the Ministry of Transportation Ontario is paying for the application, survey and all associated legal costs.

Moved by Councillor Hatfield, seconded by Councillor Maghnieh,
PSC1/11 That part of the 4.27 metre (14 feet) wide east/west alley immediately north of South Pacific Avenue and east of Howard Avenue, extending from the western limit of 604 South Pacific Avenue easterly to the east limit of 622 South Pacific Avenue as shown on Drawing Number CC-1608 ***attached*** hereto as Appendix "A" **BE ASSUMED** for subsequent closure and conveyance to the property owners fronting on South Pacific Avenue and further the City Solicitor **BE REQUESTED** to prepare the necessary by-law.

Carried.

Moved by Councillor Hatfield, seconded by Councillor Maghnieh,
PSC2/11 That part of the 4.27 metre (14 feet) wide east/west alley immediately north of South Pacific Avenue and east of Howard Avenue, extending from the western limit of 604 South Pacific Avenue easterly to the east limit of 622 South Pacific Avenue as shown on Drawing Number CC-1608 ***attached*** hereto as Appendix "A" **BE CLOSED AND CONVEYED** to the owners of property fronting on South Pacific Avenue, subject to the following:

- (a) No easements are required by the Utility Companies;
- (b) An easement in favour of the City of Windsor for a storm sewer to service rear yard drainage at 604 South Pacific, 610 South Pacific, 616 South Pacific, and 622 South Pacific;

and further, that the City Solicitor, or a delegate, **BE AUTHORIZED** to publish the required legal notice, and **BE REQUESTED** to prepare the By-law to close; and further, that the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign all necessary documents approved in form and content satisfactory to the City Solicitor, and the transaction **BE COMPLETED** electronically pursuant to By-law Number 366.

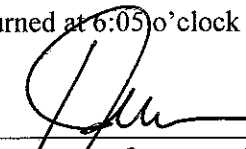
Carried.

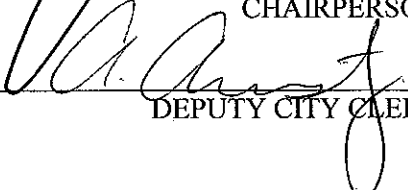
6. **DATE OF NEXT MEETING**

The next meeting of the Planning Standing Committee will be held on June 13, 2011 at 4:30 o'clock p.m. in the Council Chambers.

7. **ADJOURNMENT**

There being no further business the meeting is adjourned at 6:05 o'clock p.m.



CHAIRPERSON


DEPUTY CITY CLERK