

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

March 8, 2013

A meeting of the Windsor Planning & Economic Development Standing Committee was held this day at 9:30 a.m. in the Council Chambers, Third Floor, City Hall, there being present:

Chair – Councillor B. Marra, Councillor E. Sleiman, Councillor H. Payne, Councillor Hatfield, Mr. M. Baker, Ms. B. Bjarneson and Councillor D. Dilkens.

Regrets: C. Cross-Leal

Also present are:

Mr. Thom Hunt – City Planner, Mr. Don Wilson – Manager of Development Applications, Ms. Marianne Sladic – Senior Clerk, Mr. Mike Cooke – Manager of Planning Policy (in audience) and Mr. Neil Robertson – Manager of Urban Design (in audience), Planning Department; Ms. Agatha Armstrong – Supervisor of Council Services/Deputy City Clerk; Mr. Mario Sonogo – Chief Engineer and Ms. June Liu-Vajko - Engineering & Corporate Projects Department; Ms. Wira Vendrasco – Senior Legal Counsel, Legal Department, Mr. Bill Jean – Manager of Permit Services/Deputy Chief Building Official, and Ms. Lee Anne Doyle – Executive Director/Chief Building Official, Building Department; Mr. Barry Horrobin – Windsor Police Services; and Mr. Dave O’Neil and Mr. John Lee, Windsor Fire & Rescue.

GENERAL BUSINESS:

The Chair welcomes everyone to the Special Meeting. The Chair also welcomes three (3) students in attendance from the University of Windsor’s Public Administration Class in the Political Science program.

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. He 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 item on the agenda.

Item 1 – 20/20 SHOW PRODUCTIONS INC. – 635 SPRUCEWOOD AVE.

The Applicant is requesting to rezone the property at 635 Sprucewood Avenue (Part of Lots 43 to 45, Concession 1; PARTS 1, 2 & 3, 12R-18712) to permit a Temporary Exhibition Hall. A warehouse is currently located at 635 Sprucewood Avenue. The site is currently zoned MD (Manufacturing District) 2.5, and designated Industrial in the City of Windsor Official Plan. The zone proposed is MD (Manufacturing District) 2.5, with a site specific provision to permit a Temporary Exhibition Hall as an additional permitted use.

The Chair inquires whether there is any member of the audience with questions/comments. Seeing none, the Chair opens the floor to the Committee members.

Stuart Galloway (applicant) – PO Box 400, Belle River, ON N0R 1A0 – Advises he's available to answer any questions or concerns.

Mr. Don Wilson introduces the report to the Committee and audience members.

The Chair opens the floor to questioning of the applicant.

Ms. Bjarneson inquires whether there will be overnight security? Mr. Galloway advises there will be 24 hour security.

Councillor Payne asks the applicant for a general comment on the facilities available within the City (Windsor). Mr. Galloway advises their previous use of the former General Motors Transmission Plant but had run into recent issues. The Casino Coliseum was also considered, however, the Casino utilizes most of the floor space for seating and concert venue. Mr. Galloway begins to mention the funding invested by Chatham into an exhibition arena when Chair Marra interjects and advises to focus on the application.

Councillor Payne inquires about the current location and features. Mr. Galloway advises the location is in a good location, easily accessed from Lakeshore and Amherstburg. The facility offers most of the features needed and parking is ample. It definitely offers the space for what they're looking to do.

Councillor Payne asks if this location could be used again for a similar purpose. Mr. Galloway advises absolutely.

The Chair reminds everyone that the application is for a Temporary zoning. But a good "test run" if approved.

Councillor Hatfield has questions concerning comments by Fire and ample sprinkler system and Fire Plan. Mr. Galloway advises there is an ample sprinkler system and they are in process of providing a Fire Plan.

Councillor Sleiman asks the applicant why they didn't apply for a permanent re-zoning? Mr. Galloway advises there wasn't ample time to provide a Traffic Impact Study, amongst other studies, required to submit a re-zoning application in time for the intended exhibition.

Councillor Sleiman asks, if successful, would the applicant return to submit an application for a permanent re-zoning? Mr. Galloway advises in the affirmative.

The Chair opens the floor to questioning of Administration.

Ms. Bjarneson follows up on Councillor Hatfield's concerns from Fire. Mr. John Lee responds advising everything falls under the Building Code and were asked to review what was existing and what was outstanding. FPO David O'Neil advised Mr. Galloway what wasn't in compliance and Mr. Galloway agreed to have it addressed. Mr. Galloway has contracted to have a Fire Safety Plan completed and submitted for approval. Ms. Bjarneson inquires whether there's sufficient time to complete prior to April? Mr. Lee advises if the Fire Safety Plan is submitted early enough and is an acceptable document, it can be approved within hours.

Further to that, Mr. Bill Jean advises due to the change of use from Industrial to Assembly Occupancy, under the Building Code there has to be either a Change of Use Permit or a Construction Permit. A Change of Use Permit would mean you go from one use to the other without any physical changes. It was identified that there would be some Building Code issued that would need to be reviewed, specifically the sprinkler system, fire alarm system, exits, washroom requirements and fire separation from tenants. Drawings by a professional engineer or architect have been requested. That is a requirement for a Change of Use Permit before he can actually use it.

Councillor Sleiman inquires whether the applicant will be given any credit towards the permanent re-zoning application? Mr. Wilson advises this was deemed as a Minor Re-zoning Application due to its Temporary nature. Should Mr. Galloway return, a Major Re-zoning Application and a possible Site Plan application would have to be submitted in order to address parking and various other issues related to the site.

Councillor Hatfield inquires of Fire how extensive the upgrades required are for the sprinkler system. Mr. Jean advises there are no major upgrades required for the current sprinkler system. The current fire alarm system isn't UFC certified. It would have to be certified in order to meet the standards. For any other issues, the fire separation between the two suites, he doesn't believe any new construction upgrades. One upgrade may be required and that is the ventilation system. It would need to be reviewed.

Councillor Hatfield also inquires about sufficient washrooms and whether Port-A-Johns can be used and whether they can be inside or must be outside. Mr. Jean advises they could be located outside.

The Chair asks if there's anyone in the audience that would like to speak on the application. Seeing no one, the Chair asks for a Motion.

Moved by Councillor Dilkens, seconded by B. Bjarneson.

That an amendment to Zoning By-law 8600 **BE APPROVED** amending the zoning of Part of Lots 43 to 45, Concession 1 (Former Township of Sandwich), City of Windsor, (Parts 1, 2 & 3, Registered Plan 12R-18712); known municipally as 635 Sprucewood Avenue by adding a **TEMPORARY USE** Site Specific Provision that will permit an Exhibition Hall from April 5 until April 7 2013.

Ms. Bjarneson acknowledges the concerns of the Police Department, however, doesn't see too much concern. The area is well signalled and has four (4) lanes.

Councillor Payne congratulates Mr. Galloway on his efforts and wishes him well on the event.

Councillor Hatfield compliments the staff on assisting in the procedure in such short a time in order to provide a special Committee Meeting and Council Meeting because of the tight timelines. To Mr. Galloway, he advises that any future applications should follow scheduled meeting dates and times.

Motion **CARRIED, UNANIMOUSLY AS AMENDED.**

The Chair advises Council meets at 11:00 am to review this application. If the outcome is positive, a By-Law Amendment has already been prepared. The Chair wishes Mr. Galloway great success.

Meeting adjourned: 9:52 am

Councillor Bill Marra, Chair

Mr. Don Wilson, Secretary

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