City Council Meeting Agenda

Date: Monday, May 27, 2024
Time: 10:00 o'clock a.m.

Location: Council Chambers, 1st Floor, Windsor City Hall

All members will have the option of participating in person in Council Chambers or electronically and will be counted towards quorum in accordance with Procedure Bylaw 98-2011 as amended, which allows for electronic meetings. The minutes will reflect this accordingly. Any delegations have the option to participate in person or electronically.

MEMBERS:

Mayor Drew Dilkens

Ward 1 – Councillor Fred Francis

Ward 2 - Councillor Fabio Costante

Ward 3 - Councillor Renaldo Agostino

Ward 4 - Councillor Mark McKenzie

Ward 5 - Councillor Ed Sleiman

Ward 6 - Councillor Jo-Anne Gignac

Ward 7 - Councillor Angelo Marignani

Ward 8 - Councillor Gary Kaschak

Ward 9 - Councillor Kieran McKenzie

Ward 10 - Councillor Jim Morrison

ORDER OF BUSINESS

Item # Item Description

1. ORDER OF BUSINESS

2. CALL TO ORDER - Playing of the National Anthem

READING OF LAND ACKNOWLEDGEMENT

We [I] would like to begin by acknowledging that the land on which we gather is the traditional territory of the Three Fires Confederacy of First Nations, which includes the Ojibwa, the Odawa, and the Potawatomi. The City of Windsor honours all First Nations, Inuit and Métis peoples and their valuable past and present contributions to this land.

3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

4. ADOPTION OF THE MINUTES

4.1. Adoption of the Windsor City Council minutes of its meeting held May 13, 2024 **(SCM 158/2024)**

5. NOTICE OF PROCLAMATIONS

Proclamations

"Republic Day in Italy" – June 3, 2024

"Brain Injury Awareness Month" – June 2024

"Bike Month" – June 2024

"Recreation & Parks Month" – June 2024

"Seniors' Month" – June 2024

Flag Raising Ceremony

"Seniors' Month" – June 10-14, 2024

Illumination

"Republic Day in Italy" – June 1-2, 2024

6. COMMITTEE OF THE WHOLE

7. COMMUNICATIONS INFORMATION PACKAGE (This includes both Correspondence and Communication Reports)

7.1. Correspondence 7.1.1. through 7.1.8. **(CMC 8/2024)**

7.2. Housing Solutions Made for Windsor - The Expression of Interest Process - City Wide **(CM 8/2024)**

8. CONSENT AGENDA

8.1. Enter into a Lease for Trash Compactor at Huron Lodge- City Wide **(C 55/2024)**

8.2. 2023 Annual Report - Building Permit Fee Reserve Fund - City Wide **(C 37/2024)**

CONSENT COMMITTEE REPORTS

8.3. Minutes of the Windsor Essex Regional Community Safety and Well-Being Plan's Regional Systems Leadership Table of its meeting held December 12, 2023. **(SCM 128/2024) & (SCM 102/2024)**

8.4. Minutes of the Meetings of the Executive Committee and Board of Directors, Willistead Manor Inc., held February 8, 2024 **(SCM 129/2024) & (SCM 82/2024)**

8.5. Minutes of the Windsor Accessibility Advisory Committee of its meeting held February 20, 2024 **(SCM 130/2024) & (SCM 61/2024)**

8.6. Minutes of the Committee of Management for Huron Lodge of its meeting held March 7, 2024 **(SCM 131/2024) & (SCM 96/2024)**

8.7. 2024 Run With Responders and Tug Across the River - City Wide **(SCM 132/2024) & (C 46/2024)**

8.8. Derwent Park – Approval of the Masterplan – Ward 8 **(SCM 133/2024) & (S 37/2024)**

8.9. South Cameron Park Trails – Approval of the Conceptual Plan – Ward 10 **(SCM 134/2024) & (S 38/2024)**

8.10. Windsor Essex Regional Community Safety & Well-Being Plan Update **(SCM 135/2024) & (S 53/2024) & (SCM 42/2024) & (SCM 365/2023)**

8.11. Asylum Claimants Transferred to Windsor Hotels by Immigration, Refugees and Citizenship Canada (IRCC) Update – City Wide **(SCM 136/2024) & (S 39/2024)**

8.12. Sandwich Town CIP Application, 3218 Baby Street; Owner: Buschante Development Group Corporation (Ward 2) **(SCM 151/2024) & (S 54/2024)**

8.13. Brownfield Redevelopment Community Improvement Plan (CIP) application submitted by St. Rhodes Development & Leasing Corporation for 1247 Riverside Drive East (Ward 4) **(SCM 150/2024) & (S 52/2024)**

8.14. Additional Information Memo to Closure of north/south alley located between Vimy Avenue and Ypres Avenue, Ward 5 **(SCM 149/2024) & (AI 7/2024) & (S 4/2024)**

8.15. Main Streets CIP Application, 1958-1998 Wyandotte Street East (Strathcona Building); Owner: 2798315 Ontario Inc. (c/o David Mady) **(SCM 148/2024) & (S 55/2024)**

8.16. Approval of a Plan of Condominium with Exemption under Section 9(3) of the Condominium Act, 705 and 755 Grand Marais Rd E.; Applicant: Seiko Homes Inc.; File No.: CDM 003-24 [CDM-7192]; Ward 10 **(SCM 147/2024) & (S 50/2024)**

8.17. Zoning By-Law Amendment Z007-24(ZNG/7181) - Cindy Prince - 3589 Victoria Boulevard, Ward 9 **(SCM 146/2024) & (S 51/2024)**

8.18. Official Plan Amendment and Zoning By-law Amendment Applications for 835 Tecumseh Road East, 2148 Marentette Avenue, and 2175 Parent Avenue, Z-006/24 [ZNG-7179] & OPA 184 [OPA-7180], Ward 4 **(SCM 145/2024) & (S 49/2024)**

8.19. Official Plan Amendment and Zoning Bylaw Amendment Site specific regulations for Multiple Dwelling – Z 005-24 [ZNG-7174] & OPA 183 [OPA-7175] 1027458 Ontario Inc. 0 Wyandotte St E. - Ward 7 **(SCM 144/2024) & (S 57/2024)**

8.20. Official Plan Amendment and Zoning Bylaw Amendment Site specific regulations for Multiple Dwelling – Z 004-24 [ZNG-7171] & OPA 182 [OPA-7173] 1027458 Ontario Inc. 0 Clairview Ave. - Ward 7 **(SCM 143/2024) & (S 56/2024)**

8.21. OPA & Rezoning – Bouzide Enterprise Ltd - 2144 Huron Church Rd - OPA 180 OPA/7168 Z-003/24 ZNG/7169 – Ward 10 **(SCM 142/2024) & (S 41/2024)**

8.22. Sandwich Street Infrastructure Enhancement Heritage Permit (Ward 2) **(SCM 141/2024) & (S 20/2024)**

8.23. 1958-1998 Wyandotte Street East, Strathcona Building – Request for Heritage Designation & Heritage Funding (Ward 4) **(SCM 140/2024) & (S 48/2024)**

8.24. Minutes of the Active Transportation Expert Panel of its meeting held March 14, 2024 **(SCM 109/2024) & (SCM 83/2024)**

8.25. Minutes of the Essex-Windsor Solid Waste Authority (EWSWA) Regular Board of its meeting held February 6, 2024 **(SCM 110/2024) & (SCM 101/2024)**

8.26. Response to CQ 24-2023 Regarding Minimum Standards, Vendor Warranties, and Construction Policies for Road Repair, Sewer Infrastructure, and Road Rehab Projects - City Wide **(SCM 111/2024) & (S 44/2024)**

8.27. Ad Hoc Administrative Alley Committee - City Wide **(SCM 112/2024) & (S 45/2024)**

8.28. Information regarding adding trees along the E.C. Row Expressway on the North and South sides between Walker Road and Howard Avenue - City Wide **(SCM 113/2024) & (S 47/2024)**

8.29. Response to CQ 9-2024 - Deficient Roads and “Like for Like” Policy - City Wide **(SCM 114/2024) & (S 43/2024)**

8.30. Traffic Signal at Tecumseh Road E and Robinet Road – Ward 7 **(SCM 115/2024) & (SCM 33/2024) & (S 7/2024) & (AI 3/2024) & (AI 6/2024)**

9. REQUEST FOR DEFERRALS, REFERRALS AND/OR WITHDRAWALS

10. PRESENTATIONS AND DELEGATIONS

11. REGULAR BUSINESS ITEMS (Non-Consent Items)

11.1. Recycling Collection for Non-Eligible Sources – City Wide **(C 57/2024)**

12. CONSIDERATION OF COMMITTEE REPORTS

12.1. (i) Report of the Special In-Camera meeting or other Committee as may be held prior to Council (if scheduled)

12.2. Report of the Special In-Camera of its meeting held May 13, 2024 **(SCM 156/2024)**

12.3 Report of the Striking Committee of its meeting held May 13, 2024 **(SCM 157/2024)**

13. BY-LAWS (First and Second Reading)

13.1 **By-law 90-2024** A BY-LAW TO ASSUME ROCKPORT STREET FROM COSENZA STREET TO LOT 41, BEING A STREET SHOWN ON PLAN OF SUBDIVISION 12M-665 KNOWN AS ROCKPORT STREET, IN THE CITY OF WINDSOR. Authorized by By-law 98-2011, Section 27.1 (l) (i) dated June 7, 2011.

13.2 **By-law 91-2024** A BY-LAW TO ESTABLISH A MUNICIPAL VACANT HOME TAX IN THE CITY OF WINDSOR. Authorized by CR493/2023 dated November 27, 2023.

13.3 **By-law 92-2024** A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW". Authorized by CR156/2024 dated April 22, 2024.

13.4 **By-law 93-2024** A BY-LAW TO AMEND BY-LAW 250-2004 BEING A BY-LAW RESPECTING SIGNS AND OTHER ADVERTISING DEVICES IN THE CITY OF WINDSOR. Authorized by CR169/2024 dated April 22, 2024.

13.5 **By-law 94-2024** A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW". See Item 8.17.

13.6 **By-law 95-2024** A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW". Authorized by CR168/2024 dated April 22, 2024.

13.7 **By-law 96-2024** A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 4.80 METRE EAST/WEST ALLEY EAST OF MATTHEW BRADY BOULEVARD, NORTH OF ST. ROSE AVENUE, AND WEST OF ST. PAUL AVENUE, CITY OF WINDSOR. Authorized by CR 58/2021 dated February 1, 2021, and CR285/2023 dated July 10, 2023, as amended.

13.8 **By-law 97-2024** A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 4.80 METRE EAST/WEST ALLEY EAST OF MATTHEW BRADY BOULEVARD, NORTH OF ST. ROSE AVENUE, AND WEST OF ST. PAUL AVENUE, CITY OF WINDSOR. Authorized by CR 58/2021 dated February 1, 2021, and CR285/2023 dated July 10, 2023, as amended.

13.9 **By-law 98-2024** A BY-LAW TO DESIGNATE THE LANDS AND PREMISES SITUATE WITHIN THE CITY OF WINDSOR, MUNICIPALLY KNOWN AS 1646 ALEXIS ROAD, TO BE OF CULTURAL HERITAGE VALUE OR INTEREST UNDER THE PROVISIONS OF THE ONTARIO HERITAGE ACT, R.S.O. 1990, CHAPTER O.18, AS AMENDED. Authorized by CR367/2023 dated September 5, 2023.

13.10 **By-law 99-2024** A BY-LAW TO CONVEY A PORTION OF THE 14.0 FOOT NORTH/SOUTH CLOSED ALLEY EAST OF HURON CHURCH ROAD, SOUTH OF MALDEN ROAD, AND WEST OF DAYTONA AVENUE, CITY OF WINDSOR. Authorized by CR26/2024 dated January 15, 2024.

13.11 **By-law 100-2024** A BY-LAW TO FURTHER AMEND BY-LAW 188-2000, BEING A BY-LAW TO APPOINT PROVINCIAL OFFENCES OFFICERS FOR THE CORPORATION OF THE CITY OF WINDSOR. Authorized by By-law 98-2011 dated June 7, 2011.

13.12 **By-law 101-2024** A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS MEETING HELD ON THE 27TH DAY OF MAY, 2024.

14. MOVE BACK INTO FORMAL SESSION

15. NOTICES OF MOTION

16. THIRD AND FINAL READING OF THE BY-LAWS

By-law 90-2024 through 101-2024 (inclusive)

17. PETITIONS

18. QUESTION PERIOD

19. STATEMENTS BY MEMBERS

20. UPCOMING MEETINGS

Environment, Transportation & Public Safety Standing Committee
Wednesday, May 29, 2024
4:30 p.m., Council Chambers

Environment, Transportation & Public Safety Standing Committee
Sitting as the Transit Windsor Board of Directors
Wednesday, May 29, 2024
Immediately following the Environment, Transportation & Public Safety Standing Committee
4:30 p.m., Council Chambers

Active Transportation Expert Panel
Thursday, May 30, 2024
2:30 p.m., via Zoom video conference

Age Friendly Windsor Working Group
Friday, May 31, 2024
1:00 p.m. via Zoom video conference

Development & Heritage Standing Committee
Monday, June 3, 2024
4:30 p.m., Council Chambers

Community Services Standing Committee
Wednesday, June 5, 2024
9:00 a.m., Council Chambers

City Council Meeting
Monday, June 10, 2024
10:00 a.m., Council Chambers

21. ADJOURNMENT

Item No. 4.1

Committee Matters: SCM 158/2024

Subject: Adoption of the Windsor City Council minutes of its meeting held May 13, 2024.

CITY OF WINDSOR MINUTES 05/13/2024

City Council Meeting

Date: Monday, May 13, 2024
Time: 10:00 o'clock a.m.

Members Present:

Mayor
Mayor Drew Dilkens

Councillors
Ward 1 – Councillor Fred Francis
Ward 2 – Councillor Fabio Costante
Ward 3 – Councillor Renaldo Agostino
Ward 4 – Councillor Mark McKenzie
Ward 5 – Councillor Ed Sleiman
Ward 6 – Councillor Jo-Anne Gignac
Ward 7 – Councillor Angelo Marignani
Ward 8 – Councillor Gary Kaschak
Ward 9 – Councillor Kieran McKenzie
Ward 10 - Councillor Jim Morrison

1. ORDER OF BUSINESS

2. CALL TO ORDER

Following the playing of the Canadian National Anthem and reading of the Land Acknowledgement, the Mayor calls the meeting to order at 10:00 o'clock a.m.

3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

None disclosed.

4. ADOPTION OF THE MINUTES

4.1. Adoption of the Windsor City Council minutes of its meeting held April 22, 2024

Moved by: Councillor Angelo Marignani
Seconded by: Councillor Kieran McKenzie

That the minutes of the Meeting of Council held April 22, 2024 **BE ADOPTED** as presented.
Carried.

Report Number: SCM 120/2024

5. NOTICE OF PROCLAMATIONS

Proclamations
"VON Week" – May 19–25, 2024
"Walk to Make Cystic Fibrosis History" – May 26, 2024

Illumination
"VON Week" – May 19–25, 2024

6. COMMITTEE OF THE WHOLE

Moved by: Councillor Mark McKenzie
Seconded by: Councillor Jim Morrison

That Council do now rise and move into Committee of the Whole with the Mayor presiding for the purpose of dealing with:
(a) communication items;
(b) consent agenda;
(c) hearing requests for deferrals, referrals and/or withdrawals of any items of business;

(d) hearing presentations and delegations;
(e) consideration of business items;
(f) consideration of Committee reports:
(g) Report of Special In-Camera Meeting or other Committee as may be held prior to Council (if scheduled); and
(h) consideration of by-laws 74-2024 through 89-2024 (inclusive)
Carried.

7. COMMUNICATIONS INFORMATION PACKAGE

7.1. Correspondence for Monday, May 13, 2024

Moved by: Councillor Ed Sleiman
Seconded by: Councillor Renaldo Agostino

Decision Number: CR192/2024
That the following Communication Items 7.1.1 through 7.1.3 and 7.1.5 through 7.1.8 as set forth in the Council Agenda **BE REFERRED** as noted; and that Item 7.1.4 be dealt with as follows:

7.1.4 Call for Nominations: 2024-2026 AMO Board of Directors.

Moved by: Councillor Gary Kaschak
Seconded by: Councillor Fred Francis

Decision Number: CR193/2024
That Councillor Kieran McKenzie **BE NOMINATED** for Director, Large Urban Caucus, to the Association of Municipalities of Ontario (AMO) Board of Directors for the 2024-2026 term.
Carried.

No.	Sender	Subject
7.1.1	Minister of Finance	Response to request regarding the City of Windsor's Vacant Home Tax authority. Commissioner, Finance & City Treasurer Commissioner, Economic Development Chief Building Official GP2024 Note & File
7.1.2	Ontario Superior Court of Justice	Cost endorsement Windsor Housing Providers v. City of Windsor. Commissioner, Finance & City Treasurer Commissioner, Corporate Services (Interim) Senior Legal Counsel City Solicitor

No.	Sender	Subject
		City Clerk/License Commissioner SB/12952 Note & File
7.1.3	Ontario Land Tribunal	Hearing of Necessity conducted on Friday, April 5, 2024 pursuant to subsections 6(1) and 7(5) of the *Expropriations Act*, R.S.O. 1990, c. E.26 regarding OLT-24-000133; Nicas Investments Ltd. and 2349136 Ontario Limited v. City of Windsor; 0 St. Etienne. Commissioner, Economic Development Commissioner, Corporate Services (Interim) Senior Legal Counsel City Planner City Solicitor Z2024 Note & File
7.1.4	Association of Municipalities of Ontario	Call for Nominations: 2024-2026 AMO Board of Directors. MMA2024 Council Direction Requested, otherwise Note & File
7.1.5	Essex Region Conservation Authority (ERCA)	2023 Annual Progress Reports on the implementation of the Essex Region Source Protection Plan. Commissioner, Infrastructure Services & City Engineer (Interim) Manager, Environmental Quality EI/10108 Note & File
7.1.6	County of Essex	County of Essex Transportation Master Plan (TMP) Notice of Study Commencement. Commissioner, Economic Development Commissioner, Infrastructure Services & City Engineer (Interim) City Planner GM2024 Note & File
7.1.7	Manager of Urban Design	Recent Site Plan Control Applications: • City of Windsor, 1551 Wyandotte Street W, Ward 2, Adie Knox Community Centre Redevelopment

No.	Sender	Subject
		• Mohammad Hanash, 1341 Wyandotte Street E, Ward 4, Additional Commercial to Existing Commercial First Floor • Denis Gauthier, 2385 Central Avenue, Ward 5, Commercial Plaza Z2024 Note & File
7.1.8	Dillon Consulting and Manager Environmental Quality, City of Windsor	Notice of Intention to Apply Non-Potable Groundwater Site Condition Standards Record of Site Condition – 1567 Ouellette Ave, Windsor, ON Dillon Consulting Limited, File # 23-6188. Commissioner, Infrastructure Services & City Engineer (Interim) Manager, Environmental Quality EI/11165 Note & File

Carried.

Report Number: CMC 7/2024

7.2. Response to CQ 6-2024 re: Heads and Beds Levy

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Gary Kaschak

Decision Number: CR194/2024
That the report of the Deputy Treasurer, Taxation, Treasury and Financial Projects dated April 26, 2024 entitled "Response to CQ 6-2024 re: Heads and Beds Levy" **BE RECEIVED** for information; and,

That Council **DIRECT** administration to petition the Government of Ontario to set the heads and beds levy at a rate that is reflective of the service delivery pressures that designated institutions apply on municipally funded services.
Carried.

Report Number: C 54/2024
Clerk's File: ACOQ2024 & AF2024

8. CONSENT AGENDA

8.1. Update National Housing Strategy Funding – City Wide

Moved by: Councillor Fabio Costante
Seconded by: Councillor Fred Francis

Decision Number: CR195/2024
That the report of the Manager of Social and Affordable Housing dated April 26, 2024 entitled "Update National Housing Strategy Funding – City Wide" **BE RECEIVED** for information; and,

That Council **DIRECT** Administration to send a letter advocating for National Housing Strategy Funding on behalf of the City of Windsor to the Federal and Provincial governments; and,

That Council **DIRECT** Administration to include the content and recommendations from the Housing Strategic Steering Committee (HSSC), as outlined in Appendix A, in its letter to the Federal and Provincial governments.
Carried.

Report Number: C 53/2024
Clerk's File: GH/14271

11.3. Capital Budget Pre-Approval and Utility Agreement Signing Authority - Prince Road Storm Sewer Outlet Phase 9B - Ward 2

Moved by: Councillor Fabio Costante
Seconded by: Councillor Fred Francis

Decision Number: CR199/2024
That with respect to the Prince Road Storm Sewer Outlet Phase 9B Capital Works project (the Project):

I. That Council **PRE-APPROVE** and **AWARD** any procurement(s) necessary that are related to the Project, provided that the procurement(s) are within approved budget amounts, pursuant to the Purchasing By-Law 93-2012 and amendments thereto; satisfactory in financial content to the City Treasurer, in legal form to the City Solicitor; and in technical content to the City Engineer; and,

II. That the Chief Administrative Officer and the City Clerk **BE AUTHORIZED** to take any such action required to affect the recommendation noted above and sign any required documentation for the project, satisfactory in financial content to the City Treasurer, in legal form to the City Solicitor; and in technical content to the City Engineer; and,

III. That the Purchasing Manager **BE AUTHORIZED** to issue Purchase Orders as may be required to affect the recommendation noted above and amend any Purchase Orders as may be required, provided that the amendment(s) are within approved budget amounts, satisfactory in financial content to City Treasurer, and in technical content to the City Engineer; and,

IV. That the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to execute any agreements as deemed necessary to complete the capital works for the project and any amendment(s) as may be required, provided that the amendment(s) are within approved budget amounts, satisfactory in financial content to City Treasurer, in legal form to the City Solicitor; and in technical content to the City Engineer; and,

V. That Administration **BE AUTHORIZED** to issue any change order(s) for any amendment(s) as may be required, provided that the amendment(s) are within approved budget amounts, satisfactory in financial content to City Treasurer, and in technical content to the City Engineer; and,

Whereas on February 2, 2024, the 2024 Capital Budget was deemed approved via Mayoral Decision MD05-2024 and subsequently,

VI. That City Council **SUPPORT** a pre-commitment of $1,721,250 and $1,000,000 in 2025 and 2028, respectively, from the Prince Rd./Totten St. Storm Sewer Improvements project, ECP-022-07; and,

VII. That the City Treasurer **BE DIRECTED** to pre-commit funding previously approved in principle and made available for immediate use.

Carried.

Report Number: C 47/2024
Clerk's File: SW/14772

11.5. 2024 Business Improvement Area Budget & Levy Approval - Ward 2, 3, 4, 5 & 6

Moved by: Councillor Fabio Costante
Seconded by: Councillor Fred Francis

Decision Number: CR201/2024
That City Council **APPROVE** the 2024 Budget submissions from each of the nine (9) Business Improvement Area Boards being Downtown Windsor, Ford City, Via Italia (Erie Street), Olde Riverside Town Centre, Olde Sandwich Towne, Walkerville District, Ottawa Street, Pillette Village and Wyandotte Town Centre as presented in Appendices A through I and as summarized the table below Column A; and,

That City Council **APPROVE** the 2024 Levy requests for each of the nine (9) Business Improvement Areas being Downtown Windsor, Ford City, Via Italia (Erie Street), Olde Riverside Town Centre, Olde Sandwich Towne, Walkerville District, Ottawa Street, Pillette Village and Wyandotte Town Centre as summarized in the table below Column B; and,

That City Council **APPROVE** the 2024 Business Improvement Area Rates for each of the nine (9) Business Improvement Areas being Downtown Windsor, Ford City, Via Italia (Erie Street), Olde

Riverside Town Centre, Olde Sandwich Towne, Walkerville District, Ottawa Street, Pillette Village and Wyandotte Town Centre as summarized in the table below Column C; and,

Business Improvement Area	**2024 Recommended Budget** **Column A**	**2024 Recommended Levy** **Column B**	**2024 Rate** **Column C**
Downtown Windsor Business Improvement Area	$921,100	$764,550	0.00360506
Via Italia – Erie Street BIA	$125,000	$125,000	0.00576185
Olde Riverside Town Centre BIA	$75,000	$75,000	0.00750856
Olde Sandwich Towne BIA	$284,483	$67,100	0.00819322
Walkerville District BIA	$67,099	$55,000	0.00242378
Ottawa Street BIA	$93,750	$71,965	0.00338684
Pillette Village BIA	$40,000	$40,000	0.00363043
Wyandotte Town Centre BIA	$94,000	$94,000	0.00414047
Ford City BIA	$52,800	$30,000	$400 flat fee

and,

That the City Solicitor **BE AUTHORIZED** to prepare the necessary by-law.
Carried.

Report Number: C 51/2024
Clerk's File: MI/14538

9. REQUEST FOR DEFERRALS, REFERRALS AND/OR WITHDRAWALS

None requested.

10. PRESENTATIONS AND DELEGATIONS

8.2. Response to CR 198/2023 Windsor Police Services Human Services Issues – City Wide

Jason Bellaire, Police Chief, Windsor Police Services

Jason Bellaire, Police Chief, Windsor Police Services, appears before Council regarding the administrative report dated September 12, 2023 entitled, "Response to CR 198/2023 Windsor Police Services Human Services Issues – City Wide" and is available for questions.

Moved by: Councillor Jo-Anne Gignac
Seconded by: Councillor Fred Francis

Decision Number: CR196/2024
That City Council **ADVOCATE** to the Ministry of Health for the following:

- Increased investments in mental health and addiction funding to the City of Windsor and its community partners that will help support the proposed solutions; and,
- Increased investments in supportive housing with health-focused interventions to sustain the tenancy of high-needs residents; and,
- Revisions to the *Mental Health Act* that are more reflective and responsive to the needs that municipalities, police services, and health care providers are currently faced with; and further,

That the Ministry of Health **BE REQUESTED** to include the mental health and drug addiction call data to start to be funnelled to the new oversight body and then on to the Attorney General.
Carried.

Report Number: S 119/2023
Clerk's File: SP2023

11.2. Strengthen the Core – Downtown Windsor Revitalization Plan - City Wide

Sabine Matheson, Principal/Legal Counsel and Brian Teefy, Vice President, StrategyCorp

Sabine Matheson, Principal/Legal Counsel and Brian Teefy, Vice President, StrategyCorp, appear before Council regarding the administrative report "Strengthen the Core – Downtown Windsor Revitalization Plan - City Wide" and are available for questions.

Jason Bellaire, Police Chief, Windsor Police Services

Jason Bellaire, Police Chief, Windsor Police Services, appears before Council regarding the administrative report "Strengthen the Core – Downtown Windsor Revitalization Plan - City Wide" and is available for questions.

Philip Fernandes, property owner, ward 3

Philip Fernandes, property owner, ward 3, appears before Council regarding the administrative report "Strengthen the Core – Downtown Windsor Revitalization Plan - City Wide" and is available for questions.

Joyce Zuk, Family Services Windsor-Essex
Joyce Zuk, Family Services Windsor-Essex, appears before Council regarding the administrative report “Strengthen the Core – Downtown Windsor Revitalization Plan - City Wide” and is available for questions.

Councillor Stephanie Plante, Ottawa Area, Ward 12

Councillor Stephanie Plante, Ottawa Area, Ward 12, appears before Council in support of the administrative recommendations in the report entitled “Strengthen the Core – Downtown Windsor Revitalization Plan - City Wide” and highlights the challenges that downtowns across the country are facing in terms of homelessness, mental health, addiction and safety concerns causing residents to flee downtown areas.

Jonathan Foster, Nurse Police Team, Vice President – Emergency and Mental Health, and Yemmi Calito, Registered Nurse, Windsor Regional Hospital

Jonathan Foster, Nurse Police Team, Vice President – Emergency and Mental Health, and Yemmi Calito, Registered Nurse, Windsor Regional Hospital, appear before Council in support of the administrative recommendations in the report entitled “Strengthen the Core – Downtown Windsor Revitalization Plan - City Wide” and conclude by highlighting the collaboration with Windsor Police and outreach work of the Nurse Police team, and to emphasize its importance as it relates to community involvement and the overall strategy to help the downtown.

Rukshini Ponniah-Goulin, Executive Director, Downtown Mission of Windsor

Rukshini Ponniah-Goulin, Executive Director, Downtown Mission of Windsor, appears before Council in support of the administrative recommendations in the report entitled “Strengthen the Core – Downtown Windsor Revitalization Plan - City Wide” and concludes by providing an overview of the programs and services available to the most vulnerable in the community and the continued support of the life-saving services of the H4 will help individuals to seek much needed services that may not otherwise be available.

Brent Klundert, Chair, Windsor Essex Home Builders Association

Brent Klundert, Chair, Windsor Essex Home Builders Association, appears before Council in support of the administrative recommendations in the report entitled “Strengthen the Core – Downtown Windsor Revitalization Plan - City Wide” and concludes by identifying the challenges that the downtown is faced with and stresses the importance of prioritizing revitalization of the downtown as a vibrant and secure downtown is essential in driving future economic growth.

Chris MacLeod, Chairperson, The Downtown Windsor Business Improvement Association

Chris MacLeod, Chairperson, The Downtown Windsor Business Improvement Association, appears before Council in support of the administrative recommendations in the report entitled “Strengthen

the Core – Downtown Windsor Revitalization Plan - City Wide" and requests that Council make the revitalization of the downtown a top priority.

Shawn Lippert, Business Owner, and Dario Silvaggi, Business Partner, Windsor Adult Volleyball League, ward 3

Shawn Lippert, Business Owner, and Dario Silvaggi, Business Partner, Windsor Adult Volleyball League, ward 3, appear before Council in support of the administrative recommendations in the report entitled "Strengthen the Core – Downtown Windsor Revitalization Plan - City Wide" and highlight the collaborative effort with Councillor Renaldo Agostino to bring volleyball events and people to the downtown.

Dartis Willis, President/CEO Windsor Express

Dartis Willis, President/CEO Windsor Express, appears before Council in support of the administrative recommendations in the report entitled "Strengthen the Core – Downtown Windsor Revitalization Plan - City Wide" and concludes by providing a brief history and urges Council to support the presented initiatives.

Greg Spencer, Spencer Butcher

Greg Spencer, Spencer Butcher, appears before Council in support of the administrative recommendations in the report entitled "Strengthen the Core – Downtown Windsor Revitalization Plan - City Wide" and concludes by providing an overview of a long history of community involvement and expresses interest in participating in and providing funding for the revitalization of the downtown arena to restore it to a sports facility, as well as to support the initiative of the safe injection site.

Maggie Chen, President of the Windsor Essex County Association Realtors

Maggie Chen, President of the Windsor Essex County Association Realtors, appears before Council in support of the administrative recommendations in the report entitled "Strengthen the Core – Downtown Windsor Revitalization Plan - City Wide" and concludes by urging Council to address the challenges that the downtown faces, in order to revitalize the area, by increasing the number of affordable housing units, reducing or eliminating minimum parking requirements, and converting underused commercial properties.

Rob Katzman, Katzman Enterprises, Downtown Windsor Business Person

Rob Katzman, Katzman Enterprises, Downtown Windsor Business Person, appears before Council in support of the administrative recommendations in the report entitled "Strengthen the Core – Downtown Windsor Revitalization Plan - City Wide" and highlights the recent successes of downtown Detroit; and concludes by indicating that the contribution of a strong police presence in the downtown is imperative to establish safety and security; safer, cleaner public parking and more affordable metering is another essential component to attracting people to the downtown.

Dr. Vincent Georgie, Executive Director & Chief Programmer, Windsor International Film Festival

Dr. Vincent Georgie, Executive Director & Chief Programmer, Windsor International Film Festival, appears before Council in support of the administrative recommendations in the report entitled "Strengthen the Core – Downtown Windsor Revitalization Plan - City Wide" and concludes by providing a brief overview of the strong business, community and partner support of this initiative.

Nate Hope, Area Resident, Member of Windsor Downtown Neighbourhood Alliance

Nate Hope, Area Resident, Member of Windsor Downtown Neighbourhood Alliance, appears before Council in support of the administrative recommendations in the report entitled "Strengthen the Core – Downtown Windsor Revitalization Plan - City Wide" and concludes by suggesting further engagement from ward residents as it relates to this initiative.

Elizabeth Thompson, Director Canadian HR Services, and Jasen Sams, Vice President, Rocket Innovation Studio

Elizabeth Thompson, Director Canadian HR Services, and Jasen Sams, Vice President, Rocket Innovation Studio, appear before Council in support of the administrative recommendations in the report entitled "Strengthen the Core – Downtown Windsor Revitalization Plan - City Wide" and conclude by highlighting the strategies used in Detroit to increase foot traffic to the downtown by providing amenities and an increased police presence as it relates to a feeling of community and of safety and security.

Ray Blanchard, Business Owner, Director of Downtown Windsor Business Improvement Association

Ray Blanchard, Business Owner, Director of Downtown Windsor Business Improvement Association, appears before Council in support of the administrative recommendations in the report entitled "Strengthen the Core – Downtown Windsor Revitalization Plan - City Wide" and concludes by providing an overview of their personal investment and involvement in improving the downtown as it relates to the revitalization of otherwise dilapidated properties.

Robert Franz, Music Director, Windsor Symphony Orchestra

Robert Franz, Music Director, Windsor Symphony Orchestra, appears before Council in support of the administrative recommendations in the report entitled "Strengthen the Core – Downtown Windsor Revitalization Plan - City Wide" and concludes by providing a brief overview of the symphony and highlights the vibrancy that the arts community is able provide to the downtown.

Robert Cameron, Executive Director, Downtown Windsor Community Collaborative

Robert Cameron, Executive Director, Downtown Windsor Community Collaborative, appears before Council in support of the administrative recommendations in the report entitled "Strengthen the Core

– Downtown Windsor Revitalization Plan - City Wide" and concludes by suggesting that the lack of specific actions and budget allocations in the administrative report may undermine confidence in the transformation of the neighbourhood; and that the Downtown Windsor Community Collaborative will be collaborating with local residents about the revitalization plan, these ideas will be shared with members of council as the plan continues to move forward.

Jennie Atkins, Board member, Downtown Business Improvement Association

Jennie Atkins, Board member, Downtown Business Improvement Association, appears before Council in support of the administrative recommendations in the report entitled "Strengthen the Core – Downtown Windsor Revitalization Plan - City Wide" and looks forward to the future of the downtown as it relates to safety and security for all to be able to enjoy it.

Sheila Wisdom, area resident, ward 2

Sheila Wisdom, area resident, ward 2, appears before Council in support of the administrative recommendations in the report entitled "Strengthen the Core – Downtown Windsor Revitalization Plan - City Wide" and concludes by highlighting the key factors of monitoring and tracking results from improvement initiatives to be able to make necessary positive changes and adapting the plan as needed.

Misty Sergi, Business Owner, The Gifting Tree

Misty Sergi, Business Owner, The Gifting Tree, appears before Council in support of the administrative recommendations in the report entitled "Strengthen the Core – Downtown Windsor Revitalization Plan - City Wide" and highlights the challenges that the downtown is facing currently in terms of homelessness, mental health, addiction and safety concerns causing employees and customers to avoid the area.

Vicky Smith, Owner, Tim Hortons Franchise, 80 Park Street East

Vicky Smith, Owner, Tim Hortons Franchise, 80 Park Street East, appears before Council in support of the administrative recommendations in the report entitled "Strengthen the Core – Downtown Windsor Revitalization Plan - City Wide" and highlights the challenges that the downtown is facing in terms of homelessness, mental health, addiction and safety concerns causing employees and customers to avoid the area; and thanks the Windsor Police Service for all that they do on a daily basis.

Andrew Corbett, Co-Owner/Operator, WKND Hospitality Group

Andrew Corbett, Co-Owner/Operator, WKND Hospitality Group, appears before Council in support of the administrative recommendations in the report entitled "Strengthen the Core – Downtown Windsor Revitalization Plan - City Wide" and highlights their financial contribution through multiple businesses to the downtown over the years; provides details related to safety concerns that deter

patrons and business owners alike; and concludes by indicating that Council's support of this plan is imperative for the future of the downtown.

Jennifer Matotek, Art Windsor Essex

Jennifer Matotek, Art Windsor Essex, appears before Council in support of the administrative recommendations in the report entitled "Strengthen the Core – Downtown Windsor Revitalization Plan - City Wide" and identifies the urgent need of investment in the downtown core; and concludes by indicating that the continued support of the arts community will help to make the downtown a magnet for tourism and increase foot traffic where people can come together.

Judy Bornais, Assistant Vice President of External Affairs and Charlie Simpkins, Director of Strategic Initiatives and Business Enterprise, University of Windsor

Judy Bornais, Assistant Vice President of External Affairs and Charlie Simpkins, Director of Strategic Initiatives and Business Enterprise, University of Windsor, appear before Council in support of the administrative recommendations in the report entitled "Strengthen the Core – Downtown Windsor Revitalization Plan - City Wide" and identify key strategies in the University's strategic plan to revitalize the downtown core with a strong focus on student engagement and private sector partnerships.

Anna Angelidis, Executive Director of Housing Information Services/Labour Sponsored Community Development Group and Jordan Nguyen, H4 Supervisor, Housing Information Services

Anna Angelidis, Executive Director of Housing Information Services/Labour Sponsored Community Development Group and Jordan Nguyen, H4 Supervisor, Housing Information Services, appear before Council in support of the administrative recommendations in the report entitled "Strengthen the Core – Downtown Windsor Revitalization Plan - City Wide" and share the success of the H4 initiative's permanent expansion of extended operating hours and additional available programming as it relates to positive community change, safety, and security.

Brian Schwab, Downtown Property Owner

Brian Schwab, Downtown Property Owner, appears before Council in support of the administrative recommendations in the report entitled "Strengthen the Core – Downtown Windsor Revitalization Plan - City Wide" and provides an overview of their business involvement in the downtown as well as to note the importance of monitoring and tracking results from improvement initiatives to be able to make necessary positive changes and adapting the plan as needed.

Caroline Taylor, area resident, ward 2

Caroline Taylor, area resident, ward 2, appears before Council in support of the administrative recommendations in the report entitled "Strengthen the Core – Downtown Windsor Revitalization Plan - City Wide" and notes that the challenges that the downtown faces should not be a deterrent;

and concludes by highlighting the beauty and the allure of the downtown and the potential for it to return to its former glory with some investment.

Sarah Dewar, Business Owner, Maiden Lane, ward 3

Sarah Dewar, Business Owner, Maiden Lane, ward 3, appears before Council in support of the administrative recommendations in the report entitled “Strengthen the Core – Downtown Windsor Revitalization Plan - City Wide” and highlights the challenges that the business is faced with daily as it relates to safety and security of staff and patrons, the lack of foot traffic and is uneasy about the future of their business.

Nicole Sbrocca, Chief Executive Officer Canadian Mental Health Association, Windsor-Essex County Branch

Nicole Sbrocca, Chief Executive Officer Canadian Mental Health Association, Windsor-Essex County Branch, appears before Council in support of the administrative recommendations in the report entitled “Strengthen the Core – Downtown Windsor Revitalization Plan - City Wide” and highlights service delivery and expansion as areas of focus in alignment with the plan; and concludes by providing information related to the goal of the community agency being five-fold: provider wellness, population health, system sustainability, enhanced client experience, and advancing health equity.

Linda Wasserlein, Property Owner

Linda Wasserlein, Property Owner, appears before Council in support of the administrative recommendations in the report entitled “Strengthen the Core – Downtown Windsor Revitalization Plan - City Wide” and notes the challenges that the downtown faces as it relates to safety and security, homelessness and addiction as well as the lack of attractions, restaurants, and shops drawing people in.

Bill Marra, President & CEO of Hotel Dieu Grace Health Care

Bill Marra, President & CEO of Hotel Dieu Grace Health Care, appears before Council in support of the administrative recommendations in the report entitled “Strengthen the Core – Downtown Windsor Revitalization Plan - City Wide” and highlights the role of Hotel Dieu Grace Healthcare in the downtown, in collaboration with administration in preparation of this report, and in partnership with other community agencies as a platform to create dialogue; and concludes by noting safety, security and prosperity being the result of a collective consensus and the product of private and public investment.

Mayor Drew Dilkens leaves the meeting at 12:44 o’clock p.m. and Councillor Fabio Costante assumes the chair.

Mayor Drew Dilkens returns to the meeting at 12:47 o’clock p.m. and Councillor Fabio Costante returns to his seat at the Council Table.

Mayor Drew Dilkens leaves the meeting at 1:41 o'clock p.m. and Councillor Mark McKenzie assumes the chair.

Mayor Drew Dilkens returns to the meeting at 1:47 o'clock p.m. and Councillor Mark McKenzie returns to his seat at the Council Table.

Moved by: Councillor Renaldo Agostino
Seconded by: Councillor Mark McKenzie

Decision Number: CR198/2024
That Council **ENDORSE** the Strengthen the Core - Downtown Windsor Revitalization Plan; and further, to address the Immediate Action Strategy:

That Council **SUPPORT** the expansion of service hours for the Homelessness and Housing Help Hub (H4) to include 6PM-12AM; and further,

That Council **SUPPORT** the expansion of Windsor Police Services to provide more visibility and enforcement within the downtown core; and further,

That Council **SUPPORT** the expansion of Auxiliary Officers in City parks and trails; and further,

That Council **SUPPORT** the addition of a dedicated Building By-Law Officer for Ward 3 for enforcement within the downtown core; and further,

That Council **SUPPORT** the addition of a Project Lead to coordinate and manage the Downtown Windsor Revitalization Plan and execute the forward strategy; and further,

That Council **REFER** the required Operating budgetary increases identified and estimated to be $3,239,878 for the Immediate Action Strategy for the Downtown Windsor Revitalization Plan to a Budget Amendment process; and further,

That Council **DIRECT** Administration to monitor and report on additional action items which have been identified within this report but have no financial cost to the City; and further,

That Council **DIRECT** Administration to report on the effectiveness of the efforts made by way of the Immediate Action Strategy; and further,

That Council **AUTHORIZE** the Chief Administrative Officer and City Clerk to sign any agreements or take any such action as required to bring effect to the resolutions above, satisfactory in form to the City Solicitor, and in financial content to the City Treasurer; and further,

That administration **BE DIRECTED** to report back to Council on data that would measure the success of the plan and this would also include data coming to Council from the community partners.
Carried.

At the request of Councillor Jim Morrisson, a recorded vote is taken on this matter.

Aye votes: Councillors Fred Francis, Fabio Costante, Renaldo Agostino, Mark McKenzie, Ed Sleiman, Jo-Anne Gignac, Angelo Marignani, Gary Kaschak, Kieran McKenzie, Jim Morrison and Mayor Drew Dilkens.
Nay votes: None.
Abstain: None.
Absent: None.

Report Number: C 49/2024
Clerk's File: MD/14771

11. REGULAR BUSINESS ITEMS (Non-Consent Items)

11.1. 2024 Budget Amendment - City Wide

Moved by: Councillor Jo-Anne Gignac
Seconded by: Councillor Renaldo Agostino

Decision Number: CR197/2024
WHEREAS on February 2, 2024, the 2024 Operating and Capital Budget was deemed approved via Mayoral Decision MD05-2024; and,

WHEREAS subsequent to the 2024 budget approval City Council has received Report C49/2024 Strengthen the Core – Downtown Windsor Revitalization Plan which was not previously funded; and,

WHEREAS City Council has **SUPPORTED** the Recommendations contained in Report C49/2024 Strengthen the Core – Downtown Windsor Revitalization Plan and which further refers the required Operating budgetary increases identified and estimated to be $3,239,878 for the Immediate Action Strategy for the Downtown Windsor Revitalization Plan to a Budget Amendment process; and, be it therefore further resolved:

That City Council **ENDORSE** a proposed In-Year Budget Amendment to the 2024 Approved Operating Budget related to the Downtown Windsor Revitalization Plan, subject to any further amendments that are proposed by City Council and are considered approved reflective of an estimated additional 0.70% increase to the overall tax levy; and further,

That the 21-day in-year budget amendment period prescribed in Ontario Regulation 530/22 Section 9 (2) for the In-Year Budget Amendment Process **BE SHORTENED** and the final day for amendments be May 13, 2024 and that these amendments **BE DEEMED** approved; and further,

That 2024 placeholder funding of $200,000 and 2025 placeholder funding of $800,000 for a total of $1 million which was approved as part of the 2024 10-year capital plan (May 001-24) be **PRE-COMMITTED** and made available for immediate use; and further,

That the Commissioner of Finance & City Treasurer **BE AUTHORIZED** to process any related budget adjustments that may be required.
Carried.
Councillor Fabio Costante was absent from the meeting when the vote was taken on this matter.

Report Number: C 48/2024
Clerk's File: AF/14585

11.4. 2024 Tax Policy Decisions and Establishment of the 2024 Final Property Tax Rates - City Wide

Moved by: Councillor Fred Francis
Seconded by: Councillor Ed Sleiman

Decision Number: CR200/2024
That the report of the Manager, Revenue and Collections dated April 25, 2024 entitled "2024 Tax Policy Decisions and Establishment of the 2024 Final Property Tax Rates - City Wide" **BE RECEIVED** for information; and,

That City Council **APPROVE** the following Tax Policy Principles used to calculate the 2024 Final Property Tax Rates:

1. That the use of Optional Tax Classes of office building, shopping center, parking lot/vacant commercial land, and large industrial **CONTINUE** to be used in the establishment of annual property tax rates.

2. That tax reductions for the first sub-class of farmland awaiting development (FAD 1) continue to **BE REDUCED ANNUALLY** by the allowed 10% in taxation years 2024 and 2025; and,

That City Council **APPROVE** the continuation of the financial assistance programs as reported by Administration; and,

That City Council **AUTHORIZE** the City Treasurer to finalize the 2024 Municipal Tax Rates based upon the recommendations contained within this report so as to achieve a final tax levy as determined by City Council; and further,

That the City Treasurer **BE DIRECTED** to bring forth the final tax rates for approval via Bylaw; and,

That City Council **APPROVE** the 2024 Final Property Tax collection dates as presented:

In Person	Pre-Authorized Payment Plans		
Due Date/Instalment	Due Date/Instalment	Mid-Month	End of Month
		July 15, 2024	July 31, 2024
July 17, 2024	July 17, 2024	August 15, 2024	August 30, 2024
September 18, 2024	September 18, 2024	September 16, 2024	September 27, 2024
November 13, 2024	November 13, 2024	October 15, 2024	October 31, 2024
		November 15, 2024	November 29, 2024

and,

That City Council **MAINTAIN** the prescribed maximum rate for late payment charges as follows:

- 1 ¼% of the amount of tax due and unpaid as a penalty for non-payment on the first day of default; and,
- 1 ¼% of the amount of tax due and unpaid as interest for non-payment on the first day of each month; and,

That the City Solicitor **BE AUTHORIZED** to prepare the necessary by-laws.
Carried.
Councillor Fabio Costante was absent from the meeting when the vote was taken on this matter.

Report Number: C 52/2024
Clerk's File: AF2024

12. CONSIDERATION OF COMMITTEE REPORTS

12.2. Report of the Striking Committee of its meeting held April 22, 2024

Moved by: Councillor Angelo Marignani
Seconded by: Councillor Kieran McKenzie

Decision Number: CR202/2024
That the report of the Striking Committee meeting held April 22, 2024 **BE ADOPTED** as presented.
Carried.

Report Number: SCM 116/2024

Clerk's File: ACO2024

12.3. Report of the Special In-Camera meeting held April 22, 2024

Moved by: Councillor Angelo Marignani
Seconded by: Councillor Kieran McKenzie

Decision Number: CR191/2024
That the report of the Special In-Camera meeting held April 22, 2024 **BE ADOPTED** as presented.
Carried.

Report Number: SCM 121/2024
Clerk's File: ACO2024

12.4. Report of the Environment, Transportation & Public Safety Standing Committee of its In-Camera meeting held April 22, 2024

Moved by: Councillor Angelo Marignani
Seconded by: Councillor Kieran McKenzie

Decision Number: CR203/2024
That the report of the In-Camera Environment, Transportation & Public Safety Standing Committee meeting held April 22, 2024 **BE ADOPTED** as presented.
Carried.

Report Number: SCM 108/2024
Clerk's File: ACO2024

13. BY-LAWS (First and Second Reading)

Moved by: Councillor Mark McKenzie
Seconded by: Councillor Jim Morrison

That the following By-laws No. 74-2024 through 89-2024 (inclusive) be introduced and read a first and second time:

74-2024 A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 6.10 METRE NORTH/SOUTH ALLEY AND THE 4.64 METRE EAST/WEST ALLEY NORTH OF LAMBTON STREET, EAST OF MALDEN ROAD, SOUTH OF KENT STREET, AND WEST OF SECOND AVENUE, CITY OF WINDSOR. Authorized by CR149/2021 dated April 19, 2021.

75-2024 A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 6.10 METRE NORTH/SOUTH ALLEY AND THE 4.64 METRE EAST/WEST ALLEY NORTH OF LAMBTON STREET, EAST OF MALDEN ROAD, SOUTH OF KENT STREET, AND WEST OF SECOND AVENUE, CITY OF WINDSOR. Authorized by CR149/2021 dated April 19, 2021.

76-2024 A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 4.57 METRE NORTH/SOUTH ALLEY AND THE 4.57 METRE EAST/WEST ALLEY LOCATED NORTH OF GRATIOT STREET, EAST OF MALDEN ROAD, AND SOUTH OF NICHOLS STREET, CITY OF WINDSOR. Authorized by CR385/2022 dated September 6, 2022.

77-2024 A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 4.57 METRE NORTH/SOUTH ALLEY AND THE 4.57 METRE EAST/WEST ALLEY LOCATED NORTH OF GRATIOT STREET, EAST OF MALDEN ROAD, AND SOUTH OF NICHOLS STREET, CITY OF WINDSOR. Authorized by CR385/2022 dated September 6, 2022.

78-2024 A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 4.57 METRE NORTH/SOUTH ALLEY LOCATED SOUTH OF NORTHWOOD STREET, EAST OF LONGFELLOW AVENUE AND WEST OF ALEXANDRA AVENUE, CITY OF WINDSOR. Authorized by CR226/2023 dated May 29, 2023.

79-2024 A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 4.57 METRE NORTH/SOUTH ALLEY LOCATED SOUTH OF NORTHWOOD STREET, EAST OF LONGFELLOW AVENUE AND WEST OF ALEXANDRA AVENUE, CITY OF WINDSOR. Authorized by CR226/2023 dated May 29, 2023.

80-2024 A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 10.06 METRE WIDE PORTION OF THE PALL MALL STREET RIGHT-OF-WAY LOCATED SOUTH OF NORTHWOOD STREET, EAST OF LONGFELLOW AVENUE, AND WEST OF ALEXANDRA AVENUE, CITY OF WINDSOR. Authorized by CR226/2023 dated May 29, 2023.

81-2024 A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 10.06 METRE WIDE PORTION OF THE PALL MALL STREET RIGHT-OF-WAY LOCATED SOUTH OF NORTHWOOD STREET, EAST OF LONGFELLOW AVENUE AND WEST OF ALEXANDRA AVENUE, CITY OF WINDSOR. Authorized by CR226/2023 dated May 29, 2023.

82-2024 A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 5.50 METRE EAST/WEST ALLEY NORTH OF REDDOCK AVENUE, WEST OF THIRD STREET, AND SOUTH OF LANSING STREET, CITY OF WINDSOR. Authorized by CR435/2021 dated October 4, 2021.

83-2024 A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 5.50 METRE EAST/WEST ALLEY NORTH OF REDDOCK AVENUE, WEST OF THIRD STREET, AND SOUTH OF LANSING STREET, CITY OF WINDSOR. Authorized by CR435/2021 dated October 4, 2021.

84-2024 A BY-LAW TO ESTABLISH LANDS AS A PUBLIC HIGHWAY KNOWN AS NORTH SERVICE ROAD IN THE CITY OF WINDSOR. Authorized by CR76/2011 dated February 28, 2011.

85-2024 A BY-LAW TO FURTHER AMEND BY-LAW 9023 BEING A BY-LAW TO REGULATE VEHICULAR PARKING WITHIN THE LIMITS OF THE CITY OF WINDSOR ON MUNICIPAL

STREETS, MUNICIPAL PARKING LOTS AND PRIVATE PROPERTIES. Authorized by CAO73/2024 dated April 10, 2024.

86-2024 A BY-LAW TO APPOINT DEPUTY TREASURERS FOR THE CORPORATION OF THE CITY OF WINDSOR. Authorized by CR191/2024 dated April 22, 2024.

87-2024 A BY-LAW TO PROVIDE FOR THE ABANDONMENT OF THE EAST MARSH TAP DRAIN IN THE CITY OF WINDSOR. Authorized by CR112/2015 dated June 15, 2015.

88-2024 A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW". Authorized by By-law 8600 S. 5.4.20.

89-2024 A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS MEETING HELD ON THE 13TH DAY OF MAY 2024.
Carried.

14. MOVE BACK INTO FORMAL SESSION

Moved by: Councillor Ed Sleiman
Seconded by: Councillor Renaldo Agostino

That the Committee of the Whole does now rise and report to Council respecting the business items considered by the Committee:
1) Communication Items (as amended)
2) Consent Agenda (as amended)
3) Items Deferred Items Referred
4) Consideration of the Balance of Business Items (as amended)
5) Committee Reports as presented
6) By-laws given first and second readings as presented
Carried.

15. NOTICES OF MOTION

None presented.

16. THIRD AND FINAL READING OF THE BY-LAWS

Moved by: Councillor Fabio Costante
Seconded by: Councillor Fred Francis

That the By-laws No. 74-2024 through 89-2024 having been read a first and second time be now read a third time and finally passed and that the Mayor and Clerk **BE AUTHORIZED** to sign and seal the same notwithstanding any contrary provision of the Council.
Carried.

17. PETITIONS

None presented.

18. QUESTION PERIOD

18.1 CQ 28-2024

Moved by: Councillor Angelo Marignani
Seconded by: Councillor Kieran McKenzie

Decision Number: CR204/2024
That the following Council Question by Councillor Renaldo Agostino **BE APPROVED,** and that Administration **BE DIRECTED** to proceed with the necessary actions to respond to the Council Question in the form of a written report, consistent with Council's instructions, and in accordance with Section 17.1 of the Procedure By-law 98-2011:

CQ 28-2024:
Assigned to: Commissioner, Economic Development
Asks that Administration report back to examine the opportunities to eliminate or reduce parking requirements for new residential developments in the downtown core.
Carried.

Clerk's File: ST2024 & ACOQ2024

21. ADJOURNMENT

Moved by: Councillor Mark McKenzie
Seconded by: Councillor Jim Morrison

That this Council meeting stand adjourned until the next regular meeting of Council or at the call of the Mayor.
Carried.

Accordingly, the meeting is adjourned at 5:30 o'clock p.m.

Mayor City Clerk

Adopted by Council at its meeting held May 13, 2024 (CR202/2024)
SV/bm
Windsor, Ontario, April 22, 2024

REPORT OF THE STRIKING COMMITTEE
of its meeting held

April 22, 2024

Members in Attendance:

Mayor Drew Dilkens
Councillor Renaldo Agostino
Councillor Fabio Costante
Councillor Fred Francis
Councillor Gary Kaschak
Councillor Angelo Marignani
Councillor Kieran McKenzie
Councillor Mark McKenzie
Councillor Jim Morrison
Councillor Ed Sleiman

Members Absent:

Councillor Jo-Anne Gignac

Also in attendance:

Joe Mancina, Chief Administrative Officer
Andrew Daher, Commissioner, Human and Health Services
Mark Winterton, Acting Commissioner, Infrastructure Services/City Engineer
Janice Guthrie, Commissioner of Finance/City Treasurer
Dana Paladino, Acting Commissioner, Corporate Services
Ray Mensour, Commissioner, Community Services
Jelena Payne, Commissioner Economic Development
Steve Vlachodimos, City Clerk
Wira Vendrasco, Acting City Solicitor
Abe Taq Taq, Mayor's Chief of Staff

Declarations of Pecuniary Interest:

None declared.

Your Committee submits the following recommendation:

1. That the following voting members **BE APPOINTED** to the ***Development Charges Task Force***:

Councillor Kieran McKenzie
Councillor Angelo Marignani
Councillor Ed Sleiman

and further, that the issue of non-voting members to the ***Development Charges Task Force*** **BE REFERRED BACK** to Administration for further review.

(2) That the resignations of Nicole Coco Daignault and Councillor Renaldo Agostino on the ***Windsor Public Library Board*** **BE ACCEPTED** and further the City Clerk **BE REQUESTED** to advertise for the citizen vacancy on the Board.

MAYOR

CITY CLERK

Adopted by Council at its meeting held May 13, 2024 (CR191/2024)
SV/bm

SPECIAL MEETING OF COUNCIL – IN CAMERA
April 22, 2024

Meeting called to order at: 1:51 p.m.

Members in Attendance:

Mayor Drew Dilkens
Councillor Renaldo Agostino
Councillor Fabio Costante
Councillor Fred Francis
Councillor Jo-Anne Gignac(departs at 3:53 p.m.)
Councillor Gary Kaschak
Councillor Angelo Marignani
Councillor Kieran McKenzie
Councillor Mark McKenzie
Councillor Jim Morrison
Councillor Ed Sleiman

Also in attendance:

Joe Mancina, Chief Administrative Officer
Andrew Daher, Commissioner, Human and Health Services
Mark Winterton, Acting Commissioner of Infrastructure Services/City Engineer
Janice Guthrie, Commissioner of Finance/City Treasurer
Dana Paladino, Acting Commissioner of Corporate Services
Ray Mensour, Commissioner of Community Services
Jelena Payne, Commissioner Economic Development
Steve Vlachodimos, City Clerk
Wira Vendrasco, Acting City Solicitor
Abe Taqtaq, Mayor's Chief of Staff
Dave Amyot and Tom Serafimovfski, Legal Counsel (Item 1)
Vincenza Mihalo, Executive Director of Human Resources (Items 5, 7 & 8)
Tyson Cragg, Executive Director of Transit Windsor (Items 8 & 9)
Matt Johnson, Executive Director Economic Development (Item 10)
CLERK'S NOTE: For Item 1 only the Mayor, Members of Council, Chief Administrative Officer, City Clerk, Mayor's Chief of Staff and Legal Counsel were in attendance.

Verbal Motion is presented by Councillor Ed Sleiman, seconded by Councillor Angelo Marignani,
to move in Camera for discussion of the following item(s):

Item No.	Subject & Section - Pursuant to *Municipal Act*, 2001, as amended
1	Legal matter – litigation update – verbal, Section 239(2)(b)(e)(f)(k)
2	Property matter – sale of land, Section 239(2)(c)
3	Legal/Property matter – expropriation settlement, Section 239(2)e)
4	Legal matter – advice subject to solicitor-client privilege/plan, Section 239(2)(f)(k)
5	Personal matter – appointment, Section 239(2)(b)
6	Personal matter – labour relations, Section 239(2)(d)
7	Personal matter – about identifiable individuals/labour relations/plan – review, Section 239(2)(b)(d)(k)

8	**Personal matter – about identifiable individuals, labour relations, Section 239(2)(b)(d)(k)** **NOTE: Decision of Environment Standing Committee to be ratified.**
9	**Plan – information supplied in confidence, Section 239(2)(i)** **NOTE: Decision of Environment Standing Committee to be ratified.**
10	**Position/plan – economic development, Section 239(2)(k)(f)**

Motion Carried.

Declarations of Pecuniary Interest:

Councillor Francis declares an interest and abstains from voting on Item 9 as it relates to the employer of a family member.

Discussion on the items of business.

Verbal Motion is presented by Councillor Fred Francis, seconded by Councillor Fabio Costante,
to move back into public session.
Motion Carried.
Councillor Gignac was absent from the meeting when the vote was taken on this matter.

Moved by Councillor Mark McKenzie, seconded by Councillor Kieran McKenzie,
THAT the Clerk BE DIRECTED to transmit the recommendation(s) contained in the report(s) discussed at the In-Camera Council Meeting held April 22, 2024 directly to Council for consideration at the next Regular Meeting.

1. That the confidential verbal presentation from Legal Counsel respecting a legal matter – litigation update **BE RECEIVED**.

2. That the recommendation contained in the in-camera report from the Coordinator of Real Estate Services, Manager of Real Estate Services, Acting City Solicitor, Acting Commissioner of Corporate Services and Commissioner of Finance/City Treasurer respecting a property matter – sale of land **BE APPROVED**.

3. That the recommendation contained in the in-camera report from Senior Legal Counsel, Acting City Solicitor, Acting Commissioner of Corporate Services and Commissioner of Finance/City Treasurer respecting a legal/property matter – expropriation settlement **BE APPROVED**.

4. That the recommendation contained in the in-camera report from the Executive Director Housing and Children's Services, Commissioner of Finance/City Treasurer, Acting City Solicitor, Acting Commissioner of Corporate Services and Commissioner of Human and Health Services respecting a legal matter – advice subject to solicitor-client privilege/plan **BE APPROVED**.

5. That the recommendation contained in the in-camera report from the Executive Director of Human Resources, Acting City Solicitor, Acting Commissioner of Corporate Services and Commissioner of Finance/City Treasurer respecting a personal matter – appointment **BE APPROVED**.

6. That the recommendation contained in the in-camera report from the Acting Commissioner of Corporate Services, Executive Director of Human Resources, Commissioner of Community Services, Acting Commissioner of Infrastructure Services, Commissioner of Health and Human Services, Commissioner of Economic Development and Commissioner of Finance/City Treasurer respecting a personal matter – labour relations **BE APPROVED**.

7. That the recommendation contained in the in-camera report from the Executive Director of Human Resources, Acting Commissioner of Corporate Services and Commissioner of Finance/City Treasurer respecting a personal matter – about identifiable individuals/labour relations/plan **BE APPROVED**.

Councillor Fred Francis voting nay.

8. That the confidential report from the Executive Director of Transit Windsor, Executive Director of Human Resources, Acting Commissioner of Corporate Services, Executive Director of Transit Windsor, Acting Commissioner of Infrastructure Services and Commissioner of Finance/City Treasurer respecting a personal matter – about identifiable individuals, labour relations **BE RECEIVED** and that the in-camera recommendation of the Environment, Transportation and Public Safety Committee of its meeting held April 22, 2024 **BE APPROVED**.

Councillor Fred Francis voting nay.

9. That the confidential report from the Manager of Performance Measurement and Business Case Development, Executive Director of Transit Windsor, Acting Commissioner of Infrastructure Services and Commissioner, Acting City Solicitor and Commissioner of Finance/City

Treasurer respecting a plan – information supplied in confidence **BE RECEIVED** and that the in-camera recommendation of the Environment, Transportation and Public Safety Committee of its meeting held April 22, 2024 **BE APPROVED.**

Councillor Fred Francis declares an interest and abstains from voting and discussion on this matter.

10. That the confidential discussions respecting a position/plan – economic development **BE RECEIVED** and further that Administration **PROCEED** on the verbal direction of Council.

Motion Carried.

Councillor Jo-Anne Gignac was absent from the meeting when the votes were taken on these matters.

Moved by Councillor Kieran McKenzie, seconded by Councillor Ed Sleiman,
That the special meeting of council held April 22, 2024 BE ADJOURNED.
(Time: 4:20 p.m.)

Motion Carried.

Councillor Jo-Anne Gignac was absent from the meeting when the votes was taken on this matter.

Adopted by Council at its meeting held May 13, 2024 (CR203/2024)
SV/bm

SPECIAL MEETING OF ENVIRONMENT, TRANSPORTATION AND PUBLIC SAFETY STANDING COMMITTEE – IN-CAMERA
Immediately following the 10:00 a.m. Regular Council Meeting
April 22, 2024

Meeting called to order at: 1:41 p.m.

Members in Attendance:

Councillor Fabio Costante, Chair
Councillor Renaldo Agostino
Councillor Gary Kaschak
Councillor Kieran McKenzie
Councillor Mark McKenzie

Also in attendance:

Joe Mancina, Chief Administrative Officer
Andrew Daher, Commissioner, Human and Health Services
Mark Winterton, Acting Commissioner, Infrastructure Services/City Engineer
Janice Guthrie, Commissioner of Finance/City Treasurer
Dana Paladino, Acting Commissioner, Corporate Services
Steve Vlachodimos, City Clerk
Wira Vendrasco, Acting City Solicitor
Abe Taqtaq, Mayor's Chief of Staff
Vincenza Mihalo, Executive Director of Human Resources (Item 1)
Tyson Cragg, Executive Director, Transit Windsor (Items 1 and 2)
Mayor Drew Dilkens and all members of Council
Mark Spizzirri, Manager Performance Measurement and Business Case Development (Items 1 & 2)

Verbal Motion is presented by Councillor Renaldo Agostino, seconded by Councillor Gary Kaschak,
to move in Camera for discussion of the following item(s):

Item No.	Subject & Section - Pursuant to *Municipal Act*, 2001, as amended
1	Personal matter – about identifiable individuals, labour relations, Section 239(2)(b)(d)(k)
2	Plan – information supplied in confidence, Section 239(2)(i)

Motion Carried.

Declarations of Pecuniary Interest:

None declared.

Discussion on the items of business. (Items 1 and 2)

Verbal Motion is presented by Councillor Renaldo Agostino, seconded by Councillor Gary Kaschak,
to move back into public session.
Motion Carried.

Moved by Councillor Kieran McKenzie, seconded by Councillor Mark McKenzie,
THAT the Clerk BE DIRECTED to transmit the recommendation(s) contained in the report(s) discussed at the In-Camera Environment, Transportation and Public Safety Standing Committee held April 22, 2024 directly to Council for consideration at the next Regular Meeting.

1. That the recommendation contained in the in-camera report from the Executive Director of Human Resources, Acting Commissioner of Corporate Services, Executive Director of Transit Windsor, Acting Commissioner of Infrastructure Services and Commissioner of Finance and City

Treasurer respecting a personal matter – about identifiable individuals, labour relations **BE APPROVED**.

2. That the recommendation contained in the in-camera report from the Manager of Performance Management and Business Case Development, Executive Director of Transit Windsor, Acting Commissioner of Infrastructure Services, City Solicitor and Commissioner of Finance and City Treasurer respecting a plan – information supplied in confidence **BE APPROVED**.

Motion Carried.

Moved by Councillor Renaldo Agostino, seconded by Councillor Gary Kaschak,
That the special meeting of the Environment, Transportation and Public Safety Standing Committee in-camera held April 22, 2024 BE ADJOURNED.
(Time: 1:49 p.m.)

Motion Carried.

THE CITY OF WINDSOR ONTARIO, CANADA

Correspondence Report: CMC 8/2024

ATTACHMENTS

Subject: Correspondence for Monday, May 27, 2024

No.	Sender	Subject
7.1.1	C.T. Soil & Materials Engineering Inc. and Manager, Environmental Quality – City of Windsor	Notice of Intention to Apply Non-Potable Groundwater Site Condition Standards Record of Site Condition – 930 Marion Ave, Windsor ON – Job Number: 22E064 A/B Commissioner, Infrastructure Services Manager, Environmental Quality EI/11165 Note & File
7.1.2	Assisted Living Southwestern Ontario	Letter requesting Short-Term Rental Licensing for 11636 Riverside Drive East - Request for Exemption Commissioner, Corporate Services City Solicitor Chief Building Official City Clerk and Licence Commissioner Deputy Licence Commissioner SPL2024 Council Direction Requested; Otherwise Note & File
7.1.3	City Planner/Executive Director	Application for Zoning Amendment & Official Plan Amendment, Zak Habib, Castle Gate Towers Inc., 2230-2240 Daytona Avenue, to allow for a four storey multiple dwelling. Z/14775 & Z/14776 Note & File

No.	Sender	Subject
7.1.4	City Planner/Executive Director	Application for Zoning Amendment & Official Plan Amendment, Andi Shallvari, Generation Development Contractors Inc., 3930 & 3950 6th Concession Road, to permit multiple dwellings and to remove the lands from the North Roseland Secondary Plan Area. Z/14777 & Z/14779 Note & File
7.1.5	City Planner/Executive Director	Application for Zoning Amendment, 14535723 Canada Inc., 0 Bernard Rd, to permit a new semi-detached dwelling as an additional permitted use, where only an existing semi-detached dwelling is permitted. Z/14774 Note & File
7.1.6	City Planner/Executive Director	Application for Zoning Amendment, Baird AE Inc., 0 & 285 Giles Ave. E., to permit the conversion of the existing vacant building to a combined use building with one commercial unit (150 square feet) and 46 dwelling units, a parking area and to permit parking offsite. Z/14778 Note & File
7.1.7	City Planner/Executive Director	Application for Zoning Amendment & Draft Plan of Subdivision/ Condominium, 2863167 Ontario Inc., 4170 & 4190 6th Concession Road, to permit townhouse dwellings and the development of five townhouse dwellings containing a total of 27 dwelling units with frontage provided on a proposed new street. Z/14544 & Z/14781 Note & File
7.1.8	Committee of Adjustment	Applications to be heard by the Committee of Adjustment/Consent Authority, Thursday, May 30, 2024 via electronic participation. Z2024 Note & File

Subject: FW: 22E064 A/B - Non-Potable Groundwater - RSC - 930 Marion Avenue
Attachments: 22E064 Drawings - Copy.pdf

From: Webb, Kevin <KWebb@citywindsor.ca>
Sent: Monday, May 6, 2024 9:30 AM
To: 'Tom O'Dwyer, P.Eng.' <todwyer@ctsoil.com>; 'Tiffany Hooley' <THooley@ctsoil.com>; 'Bailey Purcka' <BPurcka@ctsoil.com>
Cc: clerks <clerks@citywindsor.ca>; Renaud, Jake <jrenaud@citywindsor.ca>
Subject: RE: 22E064 A/B - Non-Potable Groundwater - RSC - 930 Marion Avenue

Good morning Tom and Team,

Further to your review of the subject property (930 Marion Ave., Windsor, Ontario) , and from our own research on our EIS System, and in consideration that the property has access to the Windsor Utilities Commission potable water distribution system, the City of Windsor has no objection to the application of non-potable ground water Site Condition Standards for a Record of Site Condition at the property identified as (930 Marion Ave., Windsor, Ontario).

There are no objections to the use of MOECP (2011) Table 3: Full Depth Generic Site Condition Standards in a Non-Potable Ground Water Condition Residential/Parkland/Institutional, fine-grained standards as provided in Soil, Ground Water and Sediment Standards for Use under Part XV.1 of the Environmental Protection Act (MOECC, 15 April 2011) Table 3 RPI.

If you have any questions please do not hesitate to call.

Thanks

Kevin Webb I Manager Environmental Quality

Office of the Commissioner of Infrastructure Services I Pollution Control
4155 Ojibway Parkway I Windsor ON I N9C 4A5
Office: 519 253 7217 ext 3330
Cell: 519 791 7844
kwebb@citywindsor.ca
www.citywindsor.ca

From: Thomas O'Dwyer P.Eng.,QP.RSC <thomas.odwyer.rsc@ctsoil.com>
Sent: Friday, May 3, 2024 5:53 PM
To: clerks <clerks@citywindsor.ca>
Cc: Tom O'Dwyer, P.Eng. <todwyer@ctsoil.com>; Tiffany Hooley <THooley@ctsoil.com>; Bailey Purcka <BPurcka@ctsoil.com>
Subject: 22E064 A/B - Non-Potable Groundwater - RSC - 930 Marion Avenue

To whom this may concern,

This email is to give you notice that the below property is being filed for a record of site condition (RSC). Please see the attached site plan for reference.

Details	Information
Legal description	LOT 67 PLAN 575 WINDSOR; LOT 68 PLAN 575 WINDSOR; LOT 69 PLAN 575 WINDSOR; LOT 70 PLAN 575 WINDSOR; LOT 71 PLAN 575 WINDSOR; LOT 72 PLAN 575 WINDSOR; LOT 73 PLAN 575 WINDSOR; LOT 74 PLAN 575 WINDSOR; PT LOT 66 PLAN 575 WINDSOR AS IN R437701; PT LOT 75 PLAN 575 WINDSOR AS IN WC25470, WINDSOR
Municipal Address	930 Marion Ave, Windsor, ON N9A 2J2
UTM Coordinates	Zone: 17 T
	Easting: 333,663.34
	Northing: 4,686,798,48
Paracel Identification	PIN: 01147-0228 (LT)
Assessment Roll Number	030-210-06300-0000

The below has been applied in assessing the soil and ground water quality at the RSC Property.

- MOECP (2011) Table 3: Full Depth Generic Site Condition Standards in a Non-Potable Ground Water Condition Residential/Parkland/Institutional, fine-grained standards as provided in Soil, Ground Water and Sediment Standards for Use under Part XV.1 of the Environmental Protection Act (MOECC, 15 April 2011) (Table 3 RPI).

Please respond back acknowledging if there are not objections to the use of Table 3 RPI.

Tom O'Dwyer, P.Eng., P.E.
Consulting Engineer

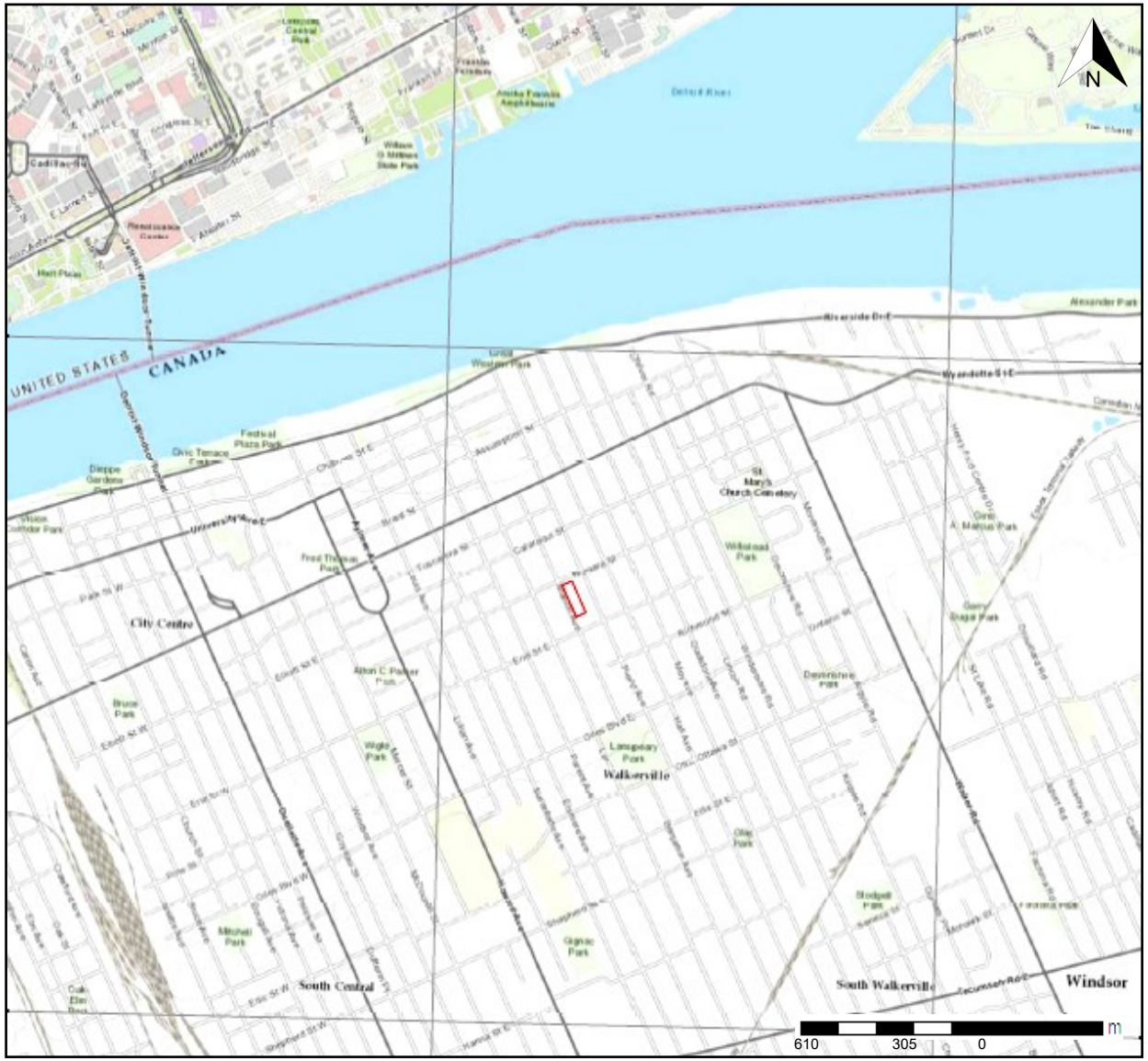
Soil & Materials Engineering Inc.
2000 Legacy Park Dr.
Windsor, Ontario, N8W 5S6
ph: (519) 966-8863 fx: (519) 966-8870

4500 Blakie Road, Unit 127
London, Ontario N6L 1G5
ph. (519) 203-8863 fx: (519) 966-8870

or
C.T. Soil & Materials Engineering Inc.
1429 Washington Blvd, Suite 301
Detroit, Michigan, 48226
ph: (519) 966-8863 fx: (519) 966-8870

http://www.ctsoil.com
email: todwyer@ctsoil.com

This message and associated attachments are intended for the designated recipients. Information contained in this message or attachment is considered private and confidential and may not be used or interpreted by others without express permission of the author.



Legend

RSC Property

Soil & Materials Engineering Inc.
2000 Legacy Park Drive
Windsor, Ontario, N8W 5S6
T: (510) 966-8863 F: (519) 966-8870

Title: Site Map

Project: Record of Site Condition
Location: 930 Marion Avenue, Windsor, Ontario
Job Number: 22E064 B
Client:
Revisions: 00

Notes:

Sources:

- Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS,
- FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri
- Japan, METI, Esri China (Hong Kong), (c) OpenStreetMap contributors, and
- the GIS User Community

Drawing: 1



APEC	PCA	COPC	MEDIA	Testhole ID
APEC 1 De-icing Activities	Not applicable – salting of parking lot	EC, SAR Exempt by O. Reg. 153/04 Section 49.	Soil Exempt by O. Reg. 153/04 Section 49.	NA
APEC 2 Importation of Fill	PCA#30 – Importation of Fill Material of Unknown Quality	Metals, As, Sb, Se, pH, PAH, PHCs, BTEXs	Soil and Groundwater	22-1, 22-2(MW), 22-3, 22-4
APEC 3 Coal Storage	No PCA#. Coal Storage	Metals, As, Sb, Se, PAHs	Soil	22-9
APEC 4 Importation of Fill	PCA#30 – Importation of Fill Material of Unknown Quality	Metals, As, Sb, Se, pH, PAH, PHCs, BTEXs	Soil and Groundwater	22-5(MW), 22-6, 22-7(MW), 22-8

Legend

RSC Property

Soil & Materials Engineering Inc.
2000 Legacy Park Drive
Windsor, Ontario, N8W 5S6
T: (510) 966-8863 F: (519) 966-8870

Title: Testhole Locations

Project: Record of Site Condition
Location: 930 Marion Avenue, Windsor, Ontario
Job Number: 22E064
Client:
Revisions: 00

Notes:

Drawing: 2

April 29, 2024

City of Windsor Council
350 City Hall Square West
P.O. Box 1607
Windsor, Ontario
Canada
N9A 6S1

Your Worship Mayor Dilkens and Honourable City Council,

Re: Short-Term Rental Licensing for 11636 Riverside Drive East Request for Exemption

I am writing this letter on behalf of Assisted Living Southwestern Ontario (ALSO) as the Executive Director. Unless you are a person with a disability, or love someone with a disability, who has needed our support, you likely do not know what ALSO is. ALSO employs a team of 375, the majority of which are attendant care providers, who, provide care and support services to over 1000 people with disabilities across Windsor & Essex County. We are largely Ontario Health West (OHW) funded but do also provide Collaborative Supported Housing to approximately 100 people through the Sandwich Street, Chateau Masson, and Chez Nous programs, programs we are fortunate to run with funding through the City of Windsor and the County of Essex.

Though we do have core funding there are many things that we do, and want to do, that we cannot do within the parametres of our existing funding; for this reason, the ALSO Foundation was created and exists to fundraise and develop other funding opportunities. The Foundations' mission *is to invest financial resources into opportunities that support the autonomy, preservation of dignity, and the personal freedom of persons living with disabilities*. As an organization, ALSO's mission *is to be change makers towards equality, diversity, and accessibility* and as such, advocacy is also a large part of what we do.

And thus the reason for my letter to you.

Last year as part of both our advocacy and our fundraising-fund development strategic planning we identified Accessible Tourism as an opportunity to start a conversation about the challenges someone with a disability face doing something so "ordinary" as taking a vacation. In the coming month we will be launching a business recognition campaign, AL*GO* - Assisted Living Goes Out, which will recognize local businesses that are accessible to people using mobility devices like wheelchairs. In our research for accessible tourism destinations in Windsor-Essex, we realized that there were no accessible short-term rentals in our community, then, we very serendipitously were connected to Karen & Wayne Fraser, Karen a person living with a disability, who themselves were looking to launch an accessible short-term rental. The Fraser's personal experiences led them to make the decision to do something to change the future of travelling with a disability for the better by creating a beautiful, welcoming, and accessible home-away-from-home for people who might never find that opportunity anywhere else. A partnership, and an alliance, was formed.

To further enhance the experience for our guests at what we are tentatively referring to as the “Flutter City Cottage”, ALSO will be providing concierge services which include ensuring any local restaurants, theatres, or other venues the guest wishes to visit are accessible and that if accommodations must be made, they can be assured those arrangements are made in advance. For anyone in need of personal supports while visiting our community, we will be able to provide those supports through our ALSO team for an additional fee. Anything we can do to make the visit, or staycation, in our community worry free and more enjoyable we will do.

Our goal is to make Windsor-Essex **the** Accessible Tourist Destination.

Accessible tourism is not just about providing equal opportunities for people with disabilities; it's about fostering inclusivity and diversity within our community. By ensuring that our tourism destinations, accommodations, and services are accessible to all, we not only open up opportunities for people with disabilities to explore and enjoy their surroundings but also enrich the experiences of everyone involved.

Inclusivity in tourism promotes social integration and breaks down barriers that have long hindered individuals with disabilities from fully participating in leisure activities. It sends a powerful message of acceptance and respect for diversity, reinforcing the idea that everyone deserves the chance to travel, explore, and create lasting memories. In our research, we would be the 4th accessible short-term rental in all of Ontario.

Moreover, accessible tourism has significant economic implications. By catering to the needs of people with disabilities, businesses and destinations tap into a large and growing market segment that is often overlooked. According to the World Health Organization, over one billion people worldwide live with some form of disability, representing a considerable consumer base with specific preferences and demands.

In Windsor-Essex, the need for accessible tourism is particularly pronounced. As a community committed to equality, diversity, and inclusion, we have a responsibility to ensure that everyone, regardless of their abilities, can fully participate in and benefit from our local attractions and amenities. By investing in accessible infrastructure and services, we not only enhance the quality of life for residents with disabilities but also position our region as a welcoming and forward-thinking destination for visitors from near and far.

With the utmost regard for the City’s bylaws, we are respectfully asking the Mayor and council to consider providing our organization and the Fraser’s an exemption from the requirement that the owner of a short-term rental property reside on the rental property. We do understand the rationale for the bylaw and would like to offer the following in consideration of that rationale:

1. The Fraser’s reside two blocks further on Riverside Drive and are available to do regular check-ins on the property or to attend the property immediately in an emergency.

2. Our organization is in operation around the clock and has a call-center with an “on call Manager” available after business hours, on weekends and on holidays.

3. In our provision of concierge and personal support services to the Clients we will be attending the site regularly. We can also provide regular monitoring check-ins around the clock.

4. We will be requiring all guests to sign a comprehensive Code of Conduct that will include items such as noise control and waste removal.

5. Once our license is approved, we plan to invest in equipment that will allow us to monitor at all times the noise activity as well as other key indicators of possible noise pollution.

In our organization our service areas operate in a hub and spoke model whereby we have a central office (hub) where our Staff provide service to Clients within a radius of about a fifteen-minute drive (spokes) from the hub. We have fourteen hubs across Windsor-Essex, we refer to those hubs as our Neighbourhoods of Care. We are already your neighbours, and we understand the importance of being good neighbours. We are committed to being good neighbours as providers of an accessible short-term rental property on Riverside Drive East.

With sincere gratitude for your time and consideration,

Leigh Vachon

PLANNING DEPARTMENT – DEVELOPMENT DIVISION

Memo

To: City Clerk

From: City Planner/Executive Director

Date: May 2, 2024

Subject: TRANSMITTAL OF NEW FILE

Our File Number: Z-010-24 [ZNG-7188] & OPA 187 [OPA-7189]

RE: Application For: (X) Zoning Amendment (X) Official Plan Amendment
( ) Part Lot Control ( ) Draft Plan of Subdivision/Condominium

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Applicant: Zak Habib, Castle Gate Towers Inc.
Agent: Tracey Pillon-Abbs, Pillon Abbs Inc.
Location: 2230-2240 Daytona Avenue
Description: Application to amend Zoning By-law 8600 to rezone the properties from Residential District 2.2 (RD2.2) to Residential District 2.5 (RD2.5) to allow for a four storey multiple. Application to amend Official Plan to permit construction of a four storey multiple dwelling.

The ZONING AMENDMENT and OFFICIAL PLAN AMENDMENT application submitted by Castle Gate Towers Inc. for 2230-2240 DAYTONA AVENUE has been deemed as complete on April 15, 2024.

Enclosures:

(X) 1 copy of Application Form
( ) 1 copy of Drawings
( ) 1 copy of Site Plan

Thom Hunt, MCIP, RPP
City Planner, Executive Director

TH/nm

Office of the Commissioner of
Economic Development & Innovation

Thom Hunt, MCIP, RPP
City Planner/Executive Director

April 26, 2024

Pillon Abbs Inc.
Attn: Tracey Pillon-Abbs
23669 Prince Albert Rd.,
Chatham, ON N7M 5J7

Dear Agent,

Re: ZONING BYLAW AND OFFICIAL PLAN AMENDMENT APPLICATION
APPLICANT: ZAK HABIB, CASTLE GATE TOWERS INC.
LOCATION: 2230-2240 DAYTONA AVENUE
FILE NO.: Z 010-24 [ZNG-7188] & OPA 187 [OPA-7189]

This is to acknowledge receipt of the applications for a rezoning and an official plan amendment which has been assigned the above-referenced file number. In accordance with the delegation authority as prescribed by By-Law 139-2013, the information and material required has been provided, therefore the application was deemed COMPLETE on April 15, 2024, and processing has begun.

You will be advised prior to the Development & Heritage Standing Committee and Council meetings of the position of the Planning Department on the application and the dates of the public meetings.

Please contact fgarardo@citywindsor.ca if you have any questions.

Sincerely,

Frank Garardo
Planner III – Development Review

ZONING BY-LAW AMENDMENT APPLICATION

INSTRUCTIONS

Verify that you are using the most current application form.

Section 1: Before this application can be submitted, you must complete both Stage 1 and Stage 2 Planning Consultation Applications.

Section 2: During the Stage 2 process, any required studies must be completed and submitted for review and comment. The final studies for Stage 2 must be included with this application and the proposal must remain unchanged.

Section 3: Provide the full name, address, phone number, fax number and email address of the applicant, agent, and registered owner. If any of these are a corporation, provide the full corporate name. Include the full name of the contact person. If there is more than one person, corporation, or registered owner, use additional sheets.

Section 4: Indicate if you are submitting other companion applications with this application. Please note that an application to amend the Official Plan or an application for Plan of Subdivision/Condominium are the only applications that will be accepted for processing concurrently with a Zoning Amendment.

Section 5: Provide information about the subject land. This information is used to determine supporting information requirements and to assist in the review of the application.

Section 6: Indicate the amendment, proposed uses and describe the nature and extent of the amendment being requested. Indicate why the amendment is being requested and how it is consistent with the Provincial Policy Statement and conforms to the City of Windsor Official Plan.

Section 7: If there are any existing buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows this information.

Section 8: If you propose to build any buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows the information.

Section 9: Indicate how the property is accessed. Check all boxes that apply.

Section 10: Provide information about water service, sanitary sewage disposal, and storm drainage.

Section 11: Provide a sketch of the subject land showing, in metric units, the items listed or indicate if this information is provided on an existing plan or a conceptual site plan.

Section 12: Please refer to the Stage 2 Planning Consultation letter for details regarding the fees needing to be paid.

Section 13: Explain your proposed strategy for consulting with the public with respect to the application.

Section 14: Complete and sign in the presence of a Commissioner of Taking Affidavits.

Other: Read, complete in full, and sign Schedules A & E.

Submit application form, supporting information, and application fee to Senior Steno Clerk at Planning & Development Services, Suite 210, 350 City Hall Square West, Windsor ON N9A 6S1 or planningdept@citywindsor.ca

TYPE OF REZONING AMENDMENT

DATE RECEIVED STAMP

The type of amendment is stated in the Stage 2 Consultation letter.

Minor Zoning Amendment:

- Site zoned commercial, institutional, or manufacturing
  - Addition to the list of permitted uses
- Site already zoned
  - Change to existing regulations or to zoning district boundary to match lot lines
- Site designated in the Official Plan for residential use
  - Rezoning to accommodate a maximum of six dwelling units
- Site designated in the Official Plan for the proposed use other than residential
  - Site-specific zoning for a site with a lot area of less than 1,000.0 m^2

Major Zoning Amendment: Any other amendment not listed as minor.

authentisign ID: 00000020-0004-EE11-8CF3-0040DDB0B1B1

ZONING BY-LAW AMENDMENT APPLICATION

ZONING BY-LAW AMENDMENT PROCESS

The application will be terminated without notice after 60 days of inactivity. The following is for your information only. Review the Planning Act and relevant regulations for statutory requirements. The processing of the application is subject to change. Direct all questions to the assigned Planner. The process is generally as follows:

1. The application is reviewed to ensure all prescribed and required information and the fee have been submitted. Within 30 days of the receipt of the application, you will be notified in writing that the application is deemed incomplete or complete.
2. If deemed incomplete, the application and fee will be returned. If deemed complete, fees are not refundable, the application is circulated to departments and external agencies for review and comment, and all submitted documents are made available to the public.
3. Following circulation, a draft staff report containing a recommendation and any conditions is prepared. The City Planner and other staff review the draft staff report.
4. When the staff report is approved by appropriate municipal staff, it will be scheduled for a future meeting of the Development and Heritage Standing Committee (DHSC).
5. The DHSC meeting is the public meeting required by the Planning Act. Public notice of the DHSC meeting is advertised in the Windsor Star, a local newspaper, at least 20 days in advance of the DHSC meeting. A courtesy notice may be mailed to property owners and/or tenants within 120 metres or more of the subject land.
6. 10 days prior to the DHSC meeting, the staff report is circulated to the applicant and DHSC members and made available to the public. All supporting documentation submitted by the applicant is available for review.
7. At the DHSC meeting, a staff planner may make a presentation. The applicant and other parties have an opportunity to provide verbal and/or written submissions. The DHSC may ask questions of staff, the applicant, agent, and other parties. The DHSC may decide to defer or recommend approval or denial of the application.
8. If deferred, the application along with any additional information or a new staff report will be considered at a future DHSC meeting. If recommended for approval or denial, the staff report, the minutes of the DHSC meeting, and the amending by-law are forwarded to City of Windsor Council for consideration at a future date. The applicant, agent and all interested parties will be notified by Council Services of the date, time, and location of the Council meeting. Call 311 or contact Council Services at 519-255-6211 or clerks@citywindsor.ca.
9. The application may be placed on the Consent Agenda of the Council Meeting, a part of the meeting where Council approves several matters with a single motion. If the application is not on the Consent Agenda, the staff planner may introduce the application, review the staff recommendation and any additional information provided to Council, and advise Council of any differences between the staff and DHSC recommendations. The applicant and other interested parties have an opportunity to make verbal and/or written submissions. Council may decide to approve, deny, or defer the application. If Council approves the application, the amending by-law may be approved at the same Council meeting, otherwise it will be approved at a future Council meeting.
10. When the amending by-law is passed, Council Services will mail a notice of the passing of the amending by-law to property owners and various public agencies within 15 days. There is a 20-day appeal period commencing the day after this notice is given. The notice will include the last day to file an appeal. An appeal is made to the Ontario Land Tribunal (OLT) through Council Services. If no appeal is filed, the amending by-law is final and binding as of the date of Council's passing of the by-law. Contact Council Services at 519-255-6211 or clerks@citywindsor.ca.
11. If the rezoning is subject to a holding symbol, it is the responsibility of the property owner to satisfy the conditions to remove the holding symbol, to apply, and to pay the fee to remove the holding symbol.

CONTACT INFORMATION

Planning & Development Services
Suite 210
350 City Hall Square West
Windsor ON N9A 6S1

Telephone: 519-255-6543
Fax: 519-255-6544
Email: planningdept@citywindsor.ca
Web Site: www.citywindsor.ca

ZONING BY-LAW AMENDMENT APPLICATION

1. PLANNING CONSULTATION – Completion of Stage 2

Planning Consultation (Stage 2 Application) must be completed before this application can be submitted.

Has the Planning Consultation Stage 2 Application been completed? NO ☐ YES ■ File Number: PC-20/23

Staff Use Only

Signature of Staff Planner _____ Date of Consultation _____

☐ Jim Abbs	☐ Kevin Alexander	☐ Tracy Tang	☐ Frank Garardo
☐ Brian Nagata	☐ Justina Nwaesei	☐ Simona Simion	☐ Laura Strahl
☐ Adam Szymczak	☐ _____		

2. REQUIRED SUPPORTING INFORMATION as Identified in the Planning Consultation Stage 2 Process:

For each document, provide one paper copy, and where possible, one digital copy on a USB flash drive or by email. All drawings or plans shall be in letter size (8.5 x 11 inches) in JPG and PDF format. All other document shall be provided in Word and PDF format. **All PDF documents shall be flattened with no layers**.

The City of Windsor reserves the right to require additional supporting information during the processing of the application. All supporting information submitted is made available for public review.

If you are submitting a companion application submit only one set of documents.

Staff Use Only

☒ Deed or Offer to Purchase	☐ Corporation Profile Report	☒ Site Plan Conceptual *(see Section 8)*	☒ Sketch of Subject Land *(see Section 11)*
☐ Archaeological Assessment – Stage 1	☐ Built Heritage Impact Study	☐ Environmental Evaluation Report	☐ Environmental Site Assessment
■ Floor Plan and Elevations	☐ Geotechnical Study	☐ Guideline Plan	☐ Lighting Study
☐ Market Impact Assessment	☐ Micro-Climate Study	☐ Noise Study	■ Planning Rationale Report
☐ Record of Site Condition *(see Schedule E)*	■ Sanitary Sewer Study	☐ Species at Risk Screening	☐ Storm Sewer Study
☐ Storm Water Retention Scheme	☐ Topographic Plan of Survey	■ Transportation Impact Statement	☐ Transportation Impact Study
☐ Tree Preservation	☐ Tree Survey Study	☐ Urban Design Study	☐ Vibration Study
☐ Wetland Evaluation Study	Other Required Information: _____		

ZONING BY-LAW AMENDMENT APPLICATION

3. APPLICANT, REGISTERED OWNER, AND AGENT INFORMATION

Provide in full the name of the applicant, registered owner, and agent, the name of the contact person, and address, postal code, phone number, fax number and email address.

If the applicant or registered owner is a numbered company, provide the name of the principals of the company. If there is more than one applicant or registered owner, copy this page, complete in full and submit with this application.

All communication is with the Agent authorized by the Owner to file the application. If there is no Agent, all communication is with the Applicant.

Applicant

Name: Castle Gate Towers Inc. Contact: Zak Habib
Name of Contact Person

Address: 4521 Southwood Lakes Blvd

Address: Windsor, ON Postal Code: N9G 2M6

Phone: 519-521-0040 Fax:

Email: zak@royaltyhomes.ca

Registered Owner ☐ Same as Applicant

Name: William and Josephine Beneteau Contact:
Name of Contact Person

Address:

Address: Postal Code:

Phone: Fax:

Email:

Agent Authorized by the Owner to File the Application (Also complete Section A1 in Schedule A)

Name: Pillon Abbs Inc. Contact: Tracey Pillon-Abbs, RPP
Name of Contact Person

Address: 23669 Prince Albert Rd

Address: Chatham, ON Postal Code: N7M 5J7

Phone: 226-340-1232 Fax:

Email: tracey@pillonabbs.ca

4. COMPANION APPLICATIONS

Are you submitting a companion Official Plan Amendment application? NO ☐ YES ■

Are you submitting a companion Plan of Subdivision/Condominium application? NO ■ YES ☐

Please note that if a development proposal requires site plan approval, that application can only be submitted after the zoning amendment has been considered by City Council and the appeal period has concluded.

ZONING BY-LAW AMENDMENT APPLICATION

5. SUBJECT LAND INFORMATION

Municipal Address: 2230-2240 Daytona Ave., Windsor

Legal Description: Plan 1015, Lots 76 to 79, Part Lot 75 and RP 12R21146 Parts 5 to 7; Windsor

Assessment Roll Number: 080-490-04510-0000

If known, the date the subject land was acquired by the current owner: _____

Frontage (m): 37.18 m Depth (m): 48.61 m Area (sq m): 1,818.26 m2

Official Plan Designation: Residential - low profile

Current Zoning: Residential District 2.2 (RD2.2), Map 4

Existing Uses: Vacant

If known, the lengths of time that the existing uses have continued: Unknown

Previous Uses: Unknown

List the names and addresses of the holders of any mortgages, charges, or other encumbrances in respect of the subject land:

None

Are there any easements or restrictive covenants affecting the subject lands? NO ■ YES ☐

If yes, describe the easement or restrictive covenant and its effect:

If known, has the subject land ever been subject of: *(leave blank if unknown)*

An application for a Plan of Subdivision or Consent: NO ☐ YES ☐ File: _____

An application for an amendment to a Zoning By-law: NO ☐ YES ☐ File: _____

An application for approval of a Site Plan: NO ☐ YES ☐ SPC- _____

A Minister's Zoning Order (Ontario Regulation): NO ☐ YES ☐ OR#: _____

ZONING BY-LAW AMENDMENT APPLICATION

6. DESCRIPTION OF AMENDMENT

Amendment to Zoning By-law from: Residential District 2.2 (RD2.2)

to: Residential District 2.5 (RD2.5)

Proposed uses of subject land: Proposed residential use

Describe the nature and extent of the amendment(s) being requested:

To permit the construction of a 4 storey multiple dwelling with a total of 20 residential dwelling units.

Why is this amendment or these amendments being requested?

To permit the proposed use of a multiple dwelling with 5 or more dwelling units and allow relief to reduce the minimum lot area from 3,320 m2 (166.0 m2 per unit) to 1,807.68 m2 (90.38 m2 per unit).

Explain how the amendment to the Zoning By-law is consistent with the Provincial Policy Statement:

■ See Planning Rationale Report

Explain how the application conforms to the City of Windsor Official Plan:

■ See Planning Rationale Report

If this application is to remove land from an area of employment, details of the official plan or official plan amendment that deals with this matter:

■ See Planning Rationale Report ☐ See Official Plan Amendment

authentisign ID: [illegible]

ZONING BY-LAW AMENDMENT APPLICATION

7. EXISTING BUILDINGS / STRUCTURES ON SUBJECT LAND

Are there any buildings or structures on the subject land?

☒ NO Continue to Section 8

☐ YES Indicate the type of building or structure, the date of construction (if known), and, in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure and its dimensions or floor area.

☐ See attached Existing Plan or Sketch of Subject Land

8. PROPOSED BUILDINGS / STRUCTURES ON SUBJECT LAND

Do you propose to build any buildings or structures on the subject land?

☐ NO Continue to Section 9

☒ YES Indicate the type of building or structure and, in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure, and its dimensions or floor area.

☒ See attached concept plan

9. ACCESS TO SUBJECT LAND

Indicate if access to subject land is by: *(check all that apply)*

☑ Municipal Road ☐ Provincial Highway ☐ Another public road or a right-of-way

☐ Water - If access to the subject land is by water only, describe the parking and docking facilities used or to be used and provide the approximate distance in metric of these facilities from the subject land and the nearest public road:

10. WATER, SANITARY SEWAGE AND STORM DRAINAGE

WATER – Indicate whether water will be provided to the subject land by:

☑ Publicly owned & operated piped water system

☐ Privately owned & operated individual well

☐ Privately owned & operated communal well

☐ Other

SANITARY - Indicate whether sewage disposal will be provided to the subject land by:

☑ Publicly owned & operated sanitary sewage system

☐ Privately owned & operated individual septic system - See Note below

☐ Privately owned & operated communal septic system - See Note below

☐ Other

Note: If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4,500 litres of effluent would be produced per day as a result of the development being completed, you must submit a Servicing Options Report and a Hydrogeological Report.

STORM DRAINAGE - Indicate whether storm drainage will be provided by:

☑ Sewers ☐ Ditches ☐ Swales ☐ Other

ZONING BY-LAW AMENDMENT APPLICATION

11. SKETCH OF SUBJECT LAND

Provide a sketch showing, in metric units,

a) the boundaries and dimensions of the subject land;

b) the location, size, and type of all existing and proposed buildings and structures on the subject land, including their distance from the front lot line, rear lot line, and side lines;

c) the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that are located on the subject land and on land that is adjacent to it, and in the applicant's opinion, may affect the application;

d) the current uses of all land that is adjacent to the subject land;

e) the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road, or a right of way;

f) if access to the subject land will be water only, the location of the parking and docking facilities to be used; and

g) the location and nature of any easement affecting the subject land.

12. APPLICATION FEE & OTHER FEES

The amendment type and corresponding application fees are identified in the Planning Consultation Stage 2 process.

Fees may be subject to change and are not refundable once the application is deemed complete. Method of payment: Cash, Mastercard, Visa or Certified Cheque or Personal Cheque payable to The Corporation of the City of Windsor. If paying by Mastercard or Visa, contact the Senior Steno Clerk for further direction at planningdept@citywindsor.ca or 519-255-6543.

APPLICATION FEE

Amendment Type	*Code*	☐ Minor Rezoning	■ Major Rezoning
Base Fee	*53001*	$4,347.00	$5,837.40
GIS Fee	*63024*	+ $50.00	+ $50.00
Essex Region Conservation Authority Fee	*53023*	+ $200.00	+ $300.00
Total Application Fee		**= $4,597.00**	**= $6,187.40**

The following fees are provided for information purposes. They are not due at this time but may be assessed depending on the type(s) of applications associated with the development proposal

OTHER FEES

Re-Notification/Deferral Fee *Code 53016* $2,258.40
Required when an applicant requests a deferral after notice of a public meeting has been given.

Legal Fee - Servicing Agreement *Code 63002* $597.64 plus $50 per unit, lot, or block
Required when the preparation of a servicing agreement is a condition of approval.

Removal of the Holding Symbol Application *Code 53001* $1,536.00
It is the responsibility of the property owner to satisfy the conditions to remove the holding symbol and to apply and fee to remove the holding symbol.

Ontario Land Tribunal (OLT) Appeal Fee $1,100.00
An appeal is made through Council Services (519-255-6211 or clerks@citywindsor.ca). Fees, forms, and processes are subject to change. Visit https://olt.gov.on.ca for additional information

ZONING BY-LAW AMENDMENT APPLICATION

13. PROPOSED PUBLIC CONSULTATION STRATEGY

Select or describe your proposed strategy for consulting with the public with respect to the application:

☑ Required Public Consultation (Public Notice & Public Meeting as required per the Planning Act)

☑ Open House ☑ Website ☐ Other _____

14. SWORN DECLARATION OF APPLICANT

Complete in the presence of a Commissioner for Taking Affidavits. If the declaration is to be administered remotely, you must be able to see, hear and communicate with the Commissioner and show documentation that confirms your identity.

I, Zak Habib, solemnly declare that the information required under Schedule 1 to Ontario Regulation 545/06 and provided by the applicant is accurate and that the information contained in the documents that accompany this application is accurate, that if this declaration was administered remotely that it was in accordance with Ontario Regulation 431/20, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.

X Authentisign Zakaria Habib — City of Windsor

Signature of Applicant — Location of Applicant at time of declaration

Sign in the presence of a Commissioner For Taking Affidavits

☑ This declaration was administered remotely in accordance with Ontario Regulation 431/20

Declared before me _____ at the Municipality of Chatham-Kent

Signature of Commissioner — *Location of Commissioner*

this 20th day of February, 2024

day *month* *year*

PLACE AN IMPRINT OF YOUR STAMP BELOW

Tracey Lynn Cecilia Pillon-Abbs, a Commissioner, etc.,
Province of Ontario, for Pillon Abbs Inc.
Expires August 4, 2026

READ & COMPLETE SCHEDULES A & E IN FULL & SIGN

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements

A1. Authorization of Registered Owner for Agent to Make the Application

If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the agent is authorized to make the application must be included with this application form or the authorization below must be completed.

I, William Beneteau, am the registered owner of the land that is

Name of Registered Owner

subject of this application for an amendment to the City of Windsor Zoning By-law and I authorize

Pillon Abbs Inc. to make this application on my behalf.

Name of Agent

X _____ February 20, 2024

Signature of Registered Owner — Date

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, William Beneteau,

Name of Registered Owner

hereby authorize the Development and Heritage Standing Committee or their successor, City Council, and staff of The Corporation of the City of Windsor to enter upon the subject lands and premises described in Section 5 of the application form for the purpose of evaluating the merits of this application and subsequently to conduct any inspections on the subject lands that may be required as a condition of approval. This is their authority for doing so.

X William Beneteau February 20, 2024

Signature of Registered Owner — Date

If Corporation – I have authority to bind the corporation

SCHEDULE A CONTINUES ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements - *Continued*

A3. Acknowledgements

Receipt, Fees, Additional Information, Termination, and Freedom of Information

I acknowledge that receipt of this application by the City of Windsor does not guarantee it to be a complete application, that further review of the application will occur, and that I may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted.

I further acknowledge that after the application is deemed complete, fees are not refundable, additional information may be requested, and that after 60 days of inactivity the City of Windsor may terminate the application without notice.

I further acknowledge that pursuant to the provisions of the Planning Act and the Municipal Freedom of Information and Protection of Privacy Act, this application and all material and information provided with this application are made available to the public.

Species at Risk

Ontario's *Endangered Species Act* protects endangered and threatened species — animals and plants in decline and at risk of disappearing from the province by restricting activities that may affect these plants, animals or their habitats.

I acknowledge that it is my sole responsibility as the Applicant to comply with the provisions of the *Endangered Species Act, 2007, S. O. c.6.* This could require me to register an activity, get a permit or other authorization from the Ministry of the Environment, Conservation and Parks (MECP) prior to conducting an activity that could impact an endangered or threatened plant or animal or its habitat. I further acknowledge that any *Planning Act, R.S.O. 1990, c.P.13* approval given by the City of Windsor does not constitute an approval under the *Endangered Species Act*, nor does it absolve me from seeking the necessary authorization, approvals or permits from the MECP prior to conducting any activity that may affect endangered or threatened plant or animal or its habitat.

Additional information can be found at:

https://www.ontario.ca/page/development-and-infrastructure-projects-and-endangered-or-threatened-species

or by contacting MECP at SAROntario@ontario.ca

Acknowledgement

I acknowledge that I have read and understand the above statements:

X Authentisign Zakaria Habib — February 20, 2024

Signature of Applicant or Agent — Date

END OF SCHEDULE A

COMPLETE SCHEDULE E ON NEXT PAGE

adsfdfdsgh ID: 00000000-0000-0000-0000-000000000000

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE E – Environmental Site Screening Questionnaire

Previous Use of Property

☐ Residential ☐ Industrial ☐ Commercial ☐ Institutional
☐ Agricultural ☐ Parkland ☒ Vacant ☐ Other_____

a) If previous use of the property is Industrial or Commercial, specify use:

_____

b) Has the grading of the subject land been changed by adding earth or material? Has filling occurred on the subject land?

☐ Yes ☒ No ☐ Unknown

c) Has a gasoline station and/or automobile service station been located on the subject land or adjacent lands at any time?

☐ Yes ☒ No ☐ Unknown

d) Has there been petroleum or other fuel stored on the subject land or adjacent lands?

☐ Yes ☒ No ☐ Unknown

e) Are there or have there ever been underground storage tanks or buried waste on the subject land or adjacent lands?

☐ Yes ☒ No ☐ Unknown

f) Have the lands or adjacent lands ever been used as an agricultural operation where cyanide products may have been applied as pesticides and/or sewage sludge applied to the lands?

☐ Yes ☒ No ☐ Unknown

g) Have the lands or adjacent lands ever been used as a weapons firing range?

☐ Yes ☒ No ☐ Unknown

h) Is the nearest boundary line of the application within 500 metres (1,640 feet) of the boundary line of an operational/non-operational public or private waste disposal site, landfill or dump?

☐ Yes ☒ No ☐ Unknown

i) If there are existing or previously existing buildings on the subject lands, are there any building materials remaining on site which are potentially hazardous to public health (e.g., asbestos, PCB's)?

☐ Yes ☒ No ☐ Unknown

j) Is there reason to believe the subject lands may have been contaminated by existing or former uses on the site or adjacent sites?*

☐ Yes ☒ No ☐ Unknown

** Possible uses that can cause contamination include but are not limited to: operation of electrical transformer stations, disposal of waste minerals, raw material storage, and residues left in containers, maintenance activities and spills. Some commercial properties such as gasoline stations, automotive repair garages, and dry cleaning plants have similar potential. The longer a property is under industrial or similar use, the greater the potential for site contamination. Also, a series of different industrial or similar uses upon a site could potentially increase the number of chemicals that are present.*

k) If current or previous use of the property is Industrial or Commercial, or if YES to any of a) to j) above, attach a previous use inventory showing all former uses of the subject land, or if applicable, the land(s) adjacent to the subject lands.

SCHEDULE E CONTINUES ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE E - *CONTINUED*

Acknowledgement Clause

I hereby acknowledge that it is my responsibility to ensure that I am in compliance with all applicable laws, regulations, guidelines and the City's Official Plan policies pertaining to potentially contaminated sites, and to use all reasonable effort to identify the potential for contamination on the subject property.

I acknowledge that as a condition of approval of this application that the City may require me to file a Record of Site Condition signed by a qualified person in the provincial Environmental Site Registry, and provide verification to the City of Windsor of acknowledgement of this Record of Site Condition by the Ministry of Environment.

I acknowledge that the City may require the qualified person signing the Record of Site Condition to submit to the City a Declaration acknowledging that the City of Windsor may rely on the statements in the Record of Site Condition.

I acknowledge that the City of Windsor is not responsible for the identification and/or remediation of contaminated sites, and I agree, whether in, through, or as a result of any action or proceeding for environmental clean-up of any damage or otherwise, I will not sue or make claim whatsoever against the City of Windsor, its officers, officials, employees or agents for or in respect of any loss, damage, injury or costs.

Zak Habib

Name of Applicant (print)

AuthentiSIGN Zakaria Habib

Signature of Applicant

February 20, 2024

Date

02/26/24

Tracey Pillon-Abbs

Name of Agent (print)

Signature of Agent

February 20, 2024

Date

END OF SCHEDULE E

ZONING BY-LAW AMENDMENT APPLICATION

DO NOT COMPLETE BELOW – STAFF USE ONLY

Receipt and Assignment of Application

Date Received Stamp

This application has been assigned to:

- ☐ Adam Szymczak (AS)
- ☐ Brian Nagata (BN)
- ☐ Frank Garardo (FG)
- ☐ Tracy Tang (TT)
- ☐ Jim Abbs (JA)
- ☐ Justina Nwaesei (JN)
- ☐ Kevin Alexander (KA)
- ☐ Laura Strahl (LS)
- ☐ Simona Simion (SS)
- ☐ _____

Complete Application

This application is deemed complete on _____

Date

_____

Signature of Delegated Authority

- ☐ Neil Robertson, MCIP, RPP
  Manager of Urban Design
- ☐ Greg Atkinson, MCIP, RPP
  Manager of Development
- ☐ Thom Hunt, MCIP, RPP
  City Planner & Executive Director

Internal Information

Fee Paid: $_____ Receipt No: _____ Date: _____

Payment Type: ☐ Cash ☐ Certified Cheque ☐ Credit Card ☐ Personal Cheque

NEW Zoning File No. ZNG/_____ Z-_____

Previous Zoning File No. ZNG/_____ Z-_____

Related OPA File No. OPA/_____ OPA _____

Other File Numbers:_____

Notes:_____

_____

THIS IS THE LAST PAGE OF THE APPLICATION FORM

OFFICIAL PLAN AMENDMENT APPLICATION

INSTRUCTIONS

Verify that you are using the most current application form.

Section 1: Before this application can be submitted, you must complete both Stage 1 and Stage 2 Planning Consultation Applications.

Section 2: During the Stage 2 process, any required studies must be completed and submitted for review and comment. The final studies for Stage 2 must be included with this application and the proposal must remain unchanged..

Section 3: Provide the full name, address, phone number, fax number and email address of the applicant, agent, and registered owner. If any of these are a corporation, provide the full corporate name. Include the full name of the contact person. If there is more than one person, corporation, or registered owner, use additional sheets.

Section 4: Indicate if you are submitting companion applications with this application. Please note that an application to amend the Zoning By-law or an application for Plan of Subdivision/Condominium are the only applications that will be accepted for processing concurrently with an Official Plan Amendment.

Section 5: Provide information about the subject land. This information is used to determine or confirm supporting information requirements and to assist in the review of the application.

Section 6: Describe the amendment and answer all questions. If some of this information is in a Planning Rationale Report, check the box beside "See Planning Rationale Report".

Section 7: Provide details about any other Planning Act applications by the applicant for the subject land or any land within 120 metres.

Section 8: Provide information about water service and sanitary sewage disposal.

Section 9: Complete this section using the information provided in the Planning Consultation Stage 2 letter.

Section 10: Explain your proposed strategy for consulting with the public with respect to the application.

Section 11: Complete and sign in the presence of a Commissioner of Taking Affidavits.

Schedules: Read and complete Schedule A in full and sign.

Submit application form, supporting information, and application fee to the Senior Steno Clerk at Planning & Development Services, Suite 210, 350 City Hall Square West, Windsor ON N9A 6S1 or planningdept@citywindsor.ca.

Any timelines noted in this application form are subject to change.

The application is reviewed to ensure all prescribed information and the required fee have been submitted. Within 30 days of the receipt of the application, the applicant will be notified in writing that the application is deemed complete. If deemed incomplete, the application and fee will be returned. If deemed complete, the application fee is not refundable.

The applicant, agent and all other interested parties will be notified by Council Services of the date, time, and location of the Development & Heritage Standing Committee (DHSC) meeting and the Council meeting.

An application will be terminated without notice after 60 days of inactivity.

DATE RECEIVED STAMP

CONTACT INFORMATION

Planning & Development Services
Suite 210
350 City Hall Square West
Windsor ON N9A 6S1

Telephone: 519-255-6543
Fax: 519-255-6544
Email: planningdept@citywindsor.ca
Web Site: www.citywindsor.ca

OFFICIAL PLAN AMENDMENT APPLICATION

1. PLANNING CONSULTATION – Completion of Stage 2

Planning Consultation (Stage 2 Application) must be completed before this application can be submitted.

Has the Planning Consultation Stage 2 Application been completed?

NO ☐ YES ☒ File Number: PC-20/23

Staff Use Only

_____ _____

Signature of Staff Planner Date of Consultation

☐ Jim Abbs	☐ Kevin Alexander	☐ Tracy Tang	☐ Frank Garardo
☐ Brian Nagata	☐ Justina Nwaesei	☐ Simona Simion	☐ Laura Strahl
☐ Adam Szymczak	☐ _____		

2. REQUIRED SUPPORTING INFORMATION as Identified in the Planning Consultation Stage 2 Process:

For each document, provide one paper copy, and where possible, one digital copy on a USB flash drive or by email. All drawings or plans shall be in letter size (8.5 x 11 inches) in JPG and PDF format. All other document shall be provided in Word and PDF format. Please ensure that all PDF documents are 'flattened' and contain no layers.

The City of Windsor reserves the right to require additional supporting information during the processing of the application. All supporting information submitted is made available for public review.

If you are submitting a companion application submit only one set of documents.

☒ Deed or Offer to Purchase	☐ Corporation Profile Report	☒ Site Plan Conceptual	☒ Sketch of Subject Land
☐ Archaeological Assessment – Stage 1	☐ Built Heritage Impact Study	☐ Environmental Evaluation Report	☐ Environmental Site Assessment
☒ Floor Plan and Elevations	☐ Geotechnical Study	☐ Guideline Plan	☐ Lighting Study
☐ Market Impact Assessment	☐ Micro-Climate Study	☐ Noise Study	☒ Planning Rationale Report
☐ Record of Site Condition *(see Schedule E)*	☒ Sanitary Sewer Study	☐ Species at Risk Screening	☒ Storm Sewer Study
☐ Storm Water Retention Scheme	☐ Topographic Plan of Survey	☒ Transportation Impact Statement	☐ Transportation Impact Study
☐ Tree Preservation	☐ Tree Survey Study	☐ Urban Design Study	☐ Vibration Study
☐ Wetland Evaluation Study	Other Required Information: _____		

OFFICIAL PLAN AMENDMENT APPLICATION

3. APPLICANT, REGISTERED OWNER AND AGENT INFORMATION

Provide in full the name of the applicant, registered owner and agent, the name of the contact person, and address, postal code, phone number, fax number and email address.

If the applicant or registered owner is a numbered company, provide the name of the principals of the company. If there is more than one applicant or registered owner, copy this page, complete in full and submit with this application.

All communication is with the Agent authorized by the Owner to file the application. If there is no Agent, all communication is with the Applicant.

Applicant

Name: Castle Gate Towers Inc. Contact: Zak Habib
Name of Contact Person

Address: 4521 Southwood Lakes Blvd

Address: Windsor, On Postal Code: N9G 2M6

Phone: 519-521-0040 Fax: _____

Email: zak@royaltyhomes.ca

Registered Owner ☐ Same as Applicant

Name: William and Josephine Beneteau Contact: _____
Name of Contact Person

Address: _____

Address: _____ Postal Code: _____

Phone: _____ Fax: _____

Email: _____

Agent Authorized by the Owner to File the Application (Also complete Section A1 of Schedule A)

Name: Pillon Abbs Inc. Contact: Tracey Pillon-Abbs, RPP
Name of Contact Person

Address: 23669 Prince Albert Road

Address: Chatham, ON Postal Code: N7M 5J7

Phone: 226-340-1232 Fax: _____

Email: tracey@pillonabbs.ca

4. COMPANION APPLICATIONS

Are you submitting a companion Zoning Amendment application? NO ☐ YES ■

Are you submitting a companion Plan of Subdivision/Condominium application? NO ■ YES ☐

Please note that if a development proposal requires site plan approval, that application can only be submitted after the zoning amendment has been considered by City Council and the appeal period has concluded.

OFFICIAL PLAN AMENDMENT APPLICATION

5. SUBJECT LAND INFORMATION

Municipal Address: 2230-2240 Dayton Ave., Windsor

Legal Description: Plan 1015, Lots 76 to 79, Part Lot 75 and RP 12R21146 Parts 5 to 7; Windsor

Assessment Roll Number: 080-490-04510-0000

Frontage (m): 37.18 m Depth (m): 48.61 m Area (sq m): 1,818.26 m2

Current Official Plan Designation: Residential

What land uses are permitted by the Official Plan Designation? residential uses - low profile

6. DESCRIPTION OF OFFICIAL PLAN AMENDMENT (OPA)

Name of Official Plan proposed to be amended: *The City of Windsor Official Plan*

Amendment to Official Plan from Residential - low profile to Residential - medium profile

Purpose of the proposed OPA: To permit the construction of a 4 storey multiple dwelling with a total of 20 residential dwelling units.

What land uses will the proposed official plan amendment (OPA) authorize? Residential land use

Does the proposed OPA change, replace or delete a policy in the Official Plan? No ☒ Yes ☐

If yes, the policy to be changed, replaced or deleted:

Does the proposed OPA add a policy to the Official Plan? No ☒ Yes ☐

OFFICIAL PLAN AMENDMENT APPLICATION

6. DESCRIPTION OF OFFICIAL PLAN AMENDMENT (OPA) - Continued

Does the proposed OPA change or replace a designation in the Official Plan? No ☐ Yes ☒

If yes, the designation to be changed or replaced: Replace the Residential - low profile to Residential - medium profile

If a policy is being changed, replaced or deleted or if a policy is being added, the text of the proposed OPA:

☐ Not Applicable ☒ See Planning Rationale Report ☐ See Attached

If the proposed OPA changes or replaces a schedule in the Official Plan, the requested schedule and the text that accompanies it:

☐ Not Applicable ☒ See Planning Rationale Report ☐ See Attached

If the proposed OPA alters all or any part of the boundary of an area of a settlement or establishes a new area of settlement, the current official policies, if any, dealing with the alteration or establishment of an area of settlement:

☐ Not Applicable ☒ See Planning Rationale Report ☐ See Attached

If the proposed OPA removes the subject land from an area of employment, the current Official Plan policies, if any, dealing with the removal of land from an area of employment:

☐ Not Applicable ☒ See Planning Rationale Report ☐ See Attached

Explain how the proposed OPA is consistent with the Provincial Policy Statement:

☒ See Planning Rationale Report ☐ See Attached

7. OTHER APPLICATION INFORMATION

Is the subject land or land within 120 metres the subject of an application by the applicant under the Planning Act for:

A Minor Variance or Consent? No ☒ Yes ☐

File number: _____ Status: _____

Approval authority: _____

Affected lands: _____

Purpose of Minor Variance or Consent: _____

_____

Effect on the proposed OPA: _____

_____

An amendment to an Official Plan, a Zoning By-law or a Minister's Zoning Order? No ☒ Yes ☐

File number: _____ Status: _____

Approval authority: _____

Affected lands: _____

Purpose of OP or ZBL amendment or Zoning Order: _____

_____

Effect on the proposed OPA: _____

_____

Approval of a plan of subdivision or a site plan? No ☒ Yes ☐

File number: _____ Status: _____

Approval authority: _____

Affected lands: _____

Purpose of plan of subdivision or site plan: _____

_____

_____

Effect on the proposed OPA: _____

_____

_____

OFFICIAL PLAN AMENDMENT APPLICATION

8. WATER & SANITARY SEWAGE DISPOSAL

WATER – Indicate whether water will be provided to the subject land by:

- [x] Publicly owned & operated piped water system
- [ ] Privately owned & operated individual well
- [ ] Privately owned & operated communal well
- [ ] A lake or other water body
- [ ] Other means: _____

SANITARY - Indicate whether sanitary sewage disposal will be provided to the subject land by:

- [x] Publicly owned & operated sanitary sewage system
- [ ] Privately owned & operated individual septic system
- [ ] Privately owned & operated communal septic system
- [ ] A privy
- [ ] Other means: _____

If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4500 litres of effluent would be produced per day as a result of the development being completed submit a Servicing Options Report and a Hydrogeological Report.

9. TYPE OF AMENDMENT, APPLICATION FEE & OTHER FEES

TYPE OF OFFICIAL PLAN AMENDMENT (OPA)

The amendment type and corresponding application fees are identified in the Planning Consultation Stage 2 process.

Fees may be subject to change and are not refundable once the application is deemed complete. Method of payment: Cash, Mastercard, Visa or Certified Cheque or Personal Cheque payable to The Corporation of the City of Windsor. If paying by Mastercard or Visa, contact the Senior Steno Clerk for further direction at planningdept@citywindsor.ca or 519-255-6543.

Minor OPA: A minor revision to the text of the Official Plan or a Site Specific Policy direction.

Major OPA: A change from one land use designation to another land use designation, a change to any Schedule in the City of Windsor Official Plan, or any other amendment not described above.

APPLICATION FEE

	Code	[x] Minor OPA	[ ] Major OPA
Base Fee	*63003*	$2,258.40	$8,112.35
GIS Fee	*63024*	+ $50.00	+ $50.00
Essex Region Conservation Authority Fee	*53023*	+ $200.00	+ $300.00
Total Application Fee		**= $2,508.40**	**= $8,462.35**

The following fees are provided for information purposes. They are not due at this time but may be assessed depending on the type(s) of applications associated with the development proposal

OTHER FEES

Re-Notification/Deferral Fee *53016* $2,258.40

Required when an applicant requests a deferral after notice of a public meeting has been given.

Ontario Land Tribunal (OLT) Appeal Fee $1,100.00

An appeal is made through Council Services (519-255-6211 or clerks@citywindsor.ca). Fees, forms, and processes are subject to change. Visit https://olt.gov.on.ca for additional information.

OFFICIAL PLAN AMENDMENT APPLICATION

10. PROPOSED PUBLIC CONSULTATION STRATEGY

Select or describe your proposed strategy for consulting with the public with respect to the application:

☑ Required Public Consultation (Public Notice & Public Meeting as required per the Planning Act)

☑ Open House ☑ Website ☐ Other _____

11. SWORN DECLARATION OF APPLICANT

Complete in the presence of a Commissioner for Taking Affidavits. If the declaration is to be administered remotely, you must be able to see, hear and communicate with the Commissioner and show documentation that confirms your identity.

I, Zak Habib, solemnly declare that the information required under Schedule 1 to Ontario Regulation 543/06 and provided by the applicant is accurate and that the information contained in the documents that accompany this application is accurate, that if this declaration was administered remotely that it was in accordance with Ontario Regulation 431/20, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.

X AuthentiSIGN Zakaria Habib — City of Windsor

Signature of Applicant — Location of Applicant at time of declaration

Sign in the presence of a Commissioner For Taking Affidavits

☑ This declaration was administered remotely in accordance with Ontario Regulation 431/20

Declared before me _____ at the Municipality of Chatham-Kent

Signature of Commissioner — *Location of Commissioner*

this 20th day of February, 2024

day *month* *year*

PLACE AN IMPRINT OF YOUR STAMP BELOW

Tracey Lynn Cecilia Pillon-Abbs, a Commissioner, etc.,
Province of Ontario, for Pillon Abbs Inc.
Expires August 4, 2026

READ & COMPLETE SCHEDULE A IN FULL & SIGN

OFFICIAL PLAN AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgement

A1. Authorization of Registered Owner for Agent to Make the Application

If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the agent is authorized to make the application must be included with this application form or the authorization below must be completed.

I, William Beneteau, am the registered owner of the land that is

name of registered owner

subject of this application for an amendment to the City of Windsor Official Plan and I authorize

Pillon Abbs Inc. to make this application on my behalf.

name of agent

X — Signature of Registered Owner

February 20, 2024 — Date

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, William Beneteau, hereby authorize the Development and Heritage Standing Committee, City Council, and staff of The Corporation of the City of Windsor to enter upon the subject lands and premises described in Section 5 of the application form for the purpose of evaluating the merits of this application and subsequently to conduct any inspections on the subject lands that may be required as condition of approval. This is their authority for doing so.

William Beneteau — Signature of Registered Owner

February 20, 2024 — Date

If Corporation – I have authority to bind the corporation

SCHEDULE A CONTINUES ON NEXT PAGE

OFFICIAL PLAN AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements - Continued

A3. Acknowledgements

Receipt, Fees, Additional Information, Termination, and Freedom of Information

I acknowledge that receipt of this application by the City of Windsor does not guarantee it to be a complete application, that further review of the application will occur, and I may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted.

I further acknowledge that once the application is deemed complete, fees are not refundable, additional information may be requested, and that after 60 days of inactivity the City of Windsor may terminate the application without notice.

I further acknowledge that pursuant to the provisions of the Planning Act and the Municipal Freedom of Information and Protection of Privacy Act, this application and all material and information provided with this application are made available to the public.

Species at Risk

Ontario's *Endangered Species Act* protects endangered and threatened species — animals and plants in decline and at risk of disappearing from the province by restricting activities that may affect these plants, animals or their habitats.

I acknowledge that it is my sole responsibility as the Applicant to comply with the provisions of the *Endangered Species Act, 2007, S. O. c.6*. This could require me to register an activity, get a permit or other authorization from the Ministry of the Environment, Conservation and Parks (MECP) prior to conducting an activity that could impact an endangered or threatened plant or animal or its habitat. I further acknowledge that any *Planning Act, R.S.O. 1990, c.P.13* approval given by the City of Windsor does not constitute an approval under the *Endangered Species Act*, nor does it absolve me from seeking the necessary authorization, approvals or permits from the MECP prior to conducting any activity that may affect endangered or threatened plant or animal or its habitat.

Additional information can be found at:

https://www.ontario.ca/page/development-and-infrastructure-projects-and-endangered-or-threatened-species

or by contacting MECP at SAROntario@ontario.ca

Acknowledgement

I acknowledge that I have read and understand the above statements:

X Authentisign Zakaria Habib

Signature of Applicant or Agent

February 20, 2024

Date

END OF SCHEDULE A

OFFICIAL PLAN AMENDMENT APPLICATION

DO NOT COMPLETE BELOW – STAFF USE ONLY

Receipt and Assignment of Application

Date Received Stamp

This application has been assigned to:

- ☐ Adam Szymczak (AS)
- ☐ Brian Nagata (BN)
- ☐ Frank Garardo (FG)
- ☐ Tracy Tang (TT)
- ☐ Jim Abbs (JA)
- ☐ Justina Nwaesei (JN)
- ☐ Kevin Alexander (KA)
- ☐ Laura Strahl (LS)
- ☐ Simona Simion (SS)
- ☐ _____

Complete Application

This application is deemed complete on _____

Date

_____

Signature of Delegated Authority

- ☐ Neil Robertson, MCIP, RPP
  Manager of Urban Design
- ☐ Greg Atkinson, MCIP, RPP
  Manager of Development
- ☐ Thom Hunt, MCIP, RPP
  City Planner & Executive Director

Internal Information

Fee Paid: $_____ Receipt No: _____ Date: _____

Payment Type: ☐ Cash ☐ Certified Cheque ☐ Credit Card ☐ Personal Cheque

NEW File No. OPA/_____

Previous OPA File No. OPA/_____

Related Zoning File No. ZNG/_____

Other File Numbers:_____

Notes:_____

_____

THIS IS THE LAST PAGE OF THE APPLICATION FORM

THE CITY OF WINDSOR
ONTARIO, CANADA

PLANNING DEPARTMENT – DEVELOPMENT DIVISION

Memo

To: City Clerk

From: City Planner/Executive Director

Date: May 2, 2024

Subject: TRANSMITTAL OF NEW FILE

Our File Number: Z-008-24 [ZNG-7184] & OPA 185 [OPA-7185]

RE: Application For: (X) Zoning Amendment (X) Official Plan Amendment
( ) Part Lot Control ( ) Draft Plan of Subdivision/Condominium

---

Applicant: Andi Shallvari, Generation Development Contractors Inc.
Agent: Mike Davis, Siv-ik Planning and Design Inc.
Location: 3930 & 3950 6TH CONCESSION ROAD
Description: Application to amend Zoning By-law 8600 to add special provisions to the existing zoning of Residential District 1.4 (RD1.4) and Residential District 1.2 (RD1.2) to permit multiple dwellings. Application to amend the Official Plan to remove the lands from the North Roseland Secondary Plan Area to permit multiple dwellings.

The ZONING AMENDMENT and OFFICIAL PLAN AMENDMENT application submitted by Generation Development Contractors Inc. for 3930 & 3950 6TH CONCESSION ROAD has been deemed as complete on March 14, 2024.

Enclosures:

(X) 1 copy of Application Form
( ) 1 copy of Drawings
( ) 1 copy of Site Plan

Thom Hunt, MCIP, RPP
City Planner, Executive Director

TH/nm

Office of the Commissioner of
Economic Development & Innovation

Thom Hunt, MCIP, RPP
City Planner/Executive Director

April 26, 2024

Siv-ik Planning and Design Inc.
Attn: Mike Davis
201A-258 Richmond Street
London, ON N6B 2H7

Dear Agent,

Re: ZONING BYLAW AND OFFICIAL PLAN AMENDMENT APPLICATION
APPLICANT: ANDI SHALLVARI, GENERATION DEVELOPMENT CONTRACTORS INC.
LOCATION: 3930 & 3950 6TH CONCESSION ROAD
FILE NO.: Z 008-24 [ZNG-7184] & OPA 185 [OPA-7185]

This is to acknowledge receipt of the applications for a rezoning and an official plan amendment which has been assigned the above-referenced file number. In accordance with the delegation authority as prescribed by By-Law 139-2013, the information and material required has been provided, therefore the application was deemed COMPLETE on March 14, 2024, and processing has begun.

You will be advised prior to the Development & Heritage Standing Committee and Council meetings of the position of the Planning Department on the application and the dates of the public meetings.

Please contact dradulescu@citywindsor.ca or aszymczak@citywindsor.ca if you have any questions.

Sincerely,

Diana Radulescu

Diana Radulescu
Planner II – Development Review

Adam Szymczak
Planner III – Development Review

ZONING BY-LAW AMENDMENT APPLICATION

INSTRUCTIONS

Verify that you are using the most current application form.

Section 1: Before this application can be submitted, you must complete both Stage 1 and Stage 2 Planning Consultation Applications.

Section 2: During the Stage 2 process, any required studies must be completed and submitted for review and comment. The final studies for Stage 2 must be included with this application and the proposal must remain unchanged.

Section 3: Provide the full name, address, phone number, fax number and email address of the applicant, agent, and registered owner. If any of these are a corporation, provide the full corporate name. Include the full name of the contact person. If there is more than one person, corporation, or registered owner, use additional sheets.

Section 4: Indicate if you are submitting other companion applications with this application. Please note that an application to amend the Official Plan or an application for Plan of Subdivision/Condominium are the only applications that will be accepted for processing concurrently with a Zoning Amendment.

Section 5: Provide information about the subject land. This information is used to determine supporting information requirements and to assist in the review of the application.

Section 6: Indicate the amendment, proposed uses and describe the nature and extent of the amendment being requested. Indicate why the amendment is being requested and how it is consistent with the Provincial Policy Statement and conforms to the City of Windsor Official Plan.

Section 7: If there are any existing buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows this information.

Section 8: If you propose to build any buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows the information.

Section 9: Indicate how the property is accessed. Check all boxes that apply.

Section 10: Provide information about water service, sanitary sewage disposal, and storm drainage.

Section 11: Provide a sketch of the subject land showing, in metric units, the items listed or indicate if this information is provided on an existing plan or a conceptual site plan.

Section 12: Please refer to the Stage 2 Planning Consultation letter for details regarding the fees needing to be paid.

Section 13: Explain your proposed strategy for consulting with the public with respect to the application.

Section 14: Complete and sign in the presence of a Commissioner of Taking Affidavits.

Other: Read, complete in full, and sign Schedules A & E.

Submit application form, supporting information, and application fee to Senior Steno Clerk at Planning & Development Services, Suite 210, 350 City Hall Square West, Windsor ON N9A 6S1 or planningdept@citywindsor.ca

TYPE OF REZONING AMENDMENT

DATE RECEIVED STAMP

The type of amendment is stated in the Stage 2 Consultation letter.

Minor Zoning Amendment:

- Site zoned commercial, institutional, or manufacturing
  – Addition to the list of permitted uses
- Site already zoned
  – Change to existing regulations or to zoning district boundary to match lot lines
- Site designated in the Official Plan for residential use
  – Rezoning to accommodate a maximum of six dwelling units
- Site designated in the Official Plan for the proposed use other than residential
  – Site-specific zoning for a site with a lot area of less than 1,000.0 m^2

Major Zoning Amendment: Any other amendment not listed as minor.

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Document Ref: 6SHS2-IP4ZN-A4IZX-95YL7

ZONING BY-LAW AMENDMENT APPLICATION

ZONING BY-LAW AMENDMENT PROCESS

The application will be terminated without notice after 60 days of inactivity. The following is for your information only. Review the Planning Act and relevant regulations for statutory requirements. The processing of the application is subject to change. Direct all questions to the assigned Planner. The process is generally as follows:

1. The application is reviewed to ensure all prescribed and required information and the fee have been submitted. Within 30 days of the receipt of the application, you will be notified in writing that the application is deemed incomplete or complete.
2. If deemed incomplete, the application and fee will be returned. If deemed complete, fees are not refundable, the application is circulated to departments and external agencies for review and comment, and all submitted documents are made available to the public.
3. Following circulation, a draft staff report containing a recommendation and any conditions is prepared. The City Planner and other staff review the draft staff report.
4. When the staff report is approved by appropriate municipal staff, it will be scheduled for a future meeting of the Development and Heritage Standing Committee (DHSC).
5. The DHSC meeting is the public meeting required by the Planning Act. Public notice of the DHSC meeting is advertised in the Windsor Star, a local newspaper, at least 20 days in advance of the DHSC meeting. A courtesy notice may be mailed to property owners and/or tenants within 120 metres or more of the subject land.
6. 10 days prior to the DHSC meeting, the staff report is circulated to the applicant and DHSC members and made available to the public. All supporting documentation submitted by the applicant is available for review.
7. At the DHSC meeting, a staff planner may make a presentation. The applicant and other parties have an opportunity to provide verbal and/or written submissions. The DHSC may ask questions of staff, the applicant, agent, and other parties. The DHSC may decide to defer or recommend approval or denial of the application.
8. If deferred, the application along with any additional information or a new staff report will be considered at a future DHSC meeting. If recommended for approval or denial, the staff report, the minutes of the DHSC meeting, and the amending by-law are forwarded to City of Windsor Council for consideration at a future date. The applicant, agent and all interested parties will be notified by Council Services of the date, time, and location of the Council meeting. Call 311 or contact Council Services at 519-255-6211 or clerks@citywindsor.ca.
9. The application may be placed on the Consent Agenda of the Council Meeting, a part of the meeting where Council approves several matters with a single motion. If the application is not on the Consent Agenda, the staff planner may introduce the application, review the staff recommendation and any additional information provided to Council, and advise Council of any differences between the staff and DHSC recommendations. The applicant and other interested parties have an opportunity to make verbal and/or written submissions. Council may decide to approve, deny, or defer the application. If Council approves the application, the amending by-law may be approved at the same Council meeting, otherwise it will be approved at a future Council meeting.
10. When the amending by-law is passed, Council Services will mail a notice of the passing of the amending by-law to property owners and various public agencies within 15 days. There is a 20-day appeal period commencing the day after this notice is given. The notice will include the last day to file an appeal. An appeal is made to the Ontario Land Tribunal (OLT) through Council Services. If no appeal is filed, the amending by-law is final and binding as of the date of Council's passing of the by-law. Contact Council Services at 519-255-6211 or clerks@citywindsor.ca.
11. If the rezoning is subject to a holding symbol, it is the responsibility of the property owner to satisfy the conditions to remove the holding symbol, to apply, and to pay the fee to remove the holding symbol.

CONTACT INFORMATION

Planning & Development Services
Suite 210
350 City Hall Square West
Windsor ON N9A 6S1

Telephone: 519-255-6543
Fax: 519-255-6544
Email: planningdept@citywindsor.ca
Web Site: www.citywindsor.ca

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ZONING BY-LAW AMENDMENT APPLICATION

1. PLANNING CONSULTATION – Completion of Stage 2

Planning Consultation (Stage 2 Application) must be completed before this application can be submitted.

Has the Planning Consultation Stage 2 Application been completed? NO ☐ YES ■ File Number: PC-002/2

Staff Use Only

Signature of Staff Planner _____ Date of Consultation _____

☐ Jim Abbs	☐ Kevin Alexander	☐ Tracy Tang	☐ Frank Garardo
☐ Brian Nagata	☐ Justina Nwaesei	☐ Simona Simion	☐ Laura Strahl
☐ Adam Szymczak	☐ _____		

2. REQUIRED SUPPORTING INFORMATION as Identified in the Planning Consultation Stage 2 Process:

For each document, provide one paper copy, and where possible, one digital copy on a USB flash drive or by email. All drawings or plans shall be in letter size (8.5 x 11 inches) in JPG and PDF format. All other document shall be provided in Word and PDF format. **All PDF documents shall be flattened with no layers**.

The City of Windsor reserves the right to require additional supporting information during the processing of the application. All supporting information submitted is made available for public review.

If you are submitting a companion application submit only one set of documents.

Staff Use Only

■ Deed or Offer to Purchase	☐ Corporation Profile Report	■ Site Plan Conceptual *(see Section 8)*	■ Sketch of Subject Land *(see Section 11)*
☐ Archaeological Assessment – Stage 1	☐ Built Heritage Impact Study	☐ Environmental Evaluation Report	☐ Environmental Site Assessment
■ Floor Plan and Elevations	☐ Geotechnical Study	☐ Guideline Plan	☐ Lighting Study
☐ Market Impact Assessment	☐ Micro-Climate Study	☐ Noise Study	■ Planning Rationale Report
☐ Record of Site Condition *(see Schedule E)*	■ Sanitary Sewer Study	☐ Species at Risk Screening	☐ Storm Sewer Study
☐ Storm Water Retention Scheme	■ Topographic Plan of Survey	☐ Transportation Impact Statement	■ Transportation Impact Study
☐ Tree Preservation	☐ Tree Survey Study	☐ Urban Design Study	☐ Vibration Study
☐ Wetland Evaluation Study	Other Required Information: 1. Natural Site Features Inventory & Preservatic 2. Open House Report		

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ZONING BY-LAW AMENDMENT APPLICATION

3. APPLICANT, REGISTERED OWNER, AND AGENT INFORMATION

Provide in full the name of the applicant, registered owner, and agent, the name of the contact person, and address, postal code, phone number, fax number and email address.

If the applicant or registered owner is a numbered company, provide the name of the principals of the company. If there is more than one applicant or registered owner, copy this page, complete in full and submit with this application.

All communication is with the Agent authorized by the Owner to file the application. If there is no Agent, all communication is with the Applicant.

Applicant

Name: Generation Development Contractors Ir Contact: Andi Shallvari
Name of Contact Person

Address: 1780 N Talbot Rd

Address: Windsor, ON. Postal Code: N9A 6J3

Phone: 647.998.6441 Fax:

Email: andi.shallvari@gmail.com

Registered Owner ☐ Same as Applicant

Name: Contact:
Name of Contact Person

Address:

Address: Postal Code:

Phone: Fax:

Email:

Agent Authorized by the Owner to File the Application (Also complete Section A1 in Schedule A)

Name: Siv-ik Planning and Design Inc. Contact: Mike Davis, MCIP, RPP
Name of Contact Person

Address: 201A-258 Richmond Street

Address: London, ON. Postal Code: N6B2H7

Phone: 905.921.9029 Fax:

Email: mdavis@siv-ik.ca

4. COMPANION APPLICATIONS

Are you submitting a companion Official Plan Amendment application? NO ☐ YES ■

Are you submitting a companion Plan of Subdivision/Condominium application? NO ■ YES ☐

Please note that if a development proposal requires site plan approval, that application can only be submitted after the zoning amendment has been considered by City Council and the appeal period has concluded.

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ZONING BY-LAW AMENDMENT APPLICATION

5. SUBJECT LAND INFORMATION

Municipal Address: 3930 & 3950 6th Concession Road

Legal Description: CON 6 PT LOT 14;RP 12R14860 PART 3

Assessment Roll Number: 010-260-13900 and 080-580-00100

If known, the date the subject land was acquired by the current owner: Pre-1976

Frontage (m): 55.2 Depth (m): 60.8 Area (sq m): 3,335.5m2

Official Plan Designation: Residential

Current Zoning: Residential District 1 (Low Density Housing) RD1.4 Zone and Residential District 1 (Low Density Housing) RD1.2 Zone.

Existing Uses: Single Detached Dwelling

If known, the lengths of time that the existing uses have continued: 25+ Years

Previous Uses: N/A

List the names and addresses of the holders of any mortgages, charges, or other encumbrances in respect of the subject land:

None

Are there any easements or restrictive covenants affecting the subject lands? NO ■ YES ☐

If yes, describe the easement or restrictive covenant and its effect:

N/A

If known, has the subject land ever been subject of: *(leave blank if unknown)*

An application for a Plan of Subdivision or Consent: NO ☑ YES ☐ File:

An application for an amendment to a Zoning By-law: NO ☑ YES ☐ File:

An application for approval of a Site Plan: NO ☑ YES ☐ SPC-

A Minister's Zoning Order (Ontario Regulation): NO ☑ YES ☐ OR#:

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ZONING BY-LAW AMENDMENT APPLICATION

6. DESCRIPTION OF AMENDMENT

Amendment to Zoning By-law from: Residential Districts 1 (RD1.4 & RD 1.2) Zones

to: Residential Districts 2 (RD2.5(_)) Special Provision Zone

Proposed uses of subject land: Townhome Dwellings and Additional Dwelling Units

Describe the nature and extent of the amendment(s) being requested:

See Planning & Design Brief for full details.

Why is this amendment or these amendments being requested?

See Planning & Design Brief for full details.

Explain how the amendment to the Zoning By-law is consistent with the Provincial Policy Statement:

■ See Planning Rationale Report

Explain how the application conforms to the City of Windsor Official Plan:

■ See Planning Rationale Report

If this application is to remove land from an area of employment, details of the official plan or official plan amendment that deals with this matter:

☐ See Planning Rationale Report ☐ See Official Plan Amendment

N/A

City Council Meeting Agenda - Monday, May 27, 2024
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ZONING BY-LAW AMENDMENT APPLICATION

7. EXISTING BUILDINGS / STRUCTURES ON SUBJECT LAND

Are there any buildings or structures on the subject land?

☐ NO Continue to Section 8

■ YES Indicate the type of building or structure, the date of construction (if known), and, in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure and its dimensions or floor area.

■ See attached Existing Plan or Sketch of Subject Land

8. PROPOSED BUILDINGS / STRUCTURES ON SUBJECT LAND

Do you propose to build any buildings or structures on the subject land?

☐ NO Continue to Section 9

■ YES Indicate the type of building or structure and, in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure, and its dimensions or floor area.

■ See attached concept plan

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ZONING BY-LAW AMENDMENT APPLICATION

9. ACCESS TO SUBJECT LAND

Indicate if access to subject land is by: *(check all that apply)*

■ Municipal Road ☐ Provincial Highway ☐ Another public road or a right-of-way

☐ Water - If access to the subject land is by water only, describe the parking and docking facilities used or to be used and provide the approximate distance in metric of these facilities from the subject land and the nearest public road:

10. WATER, SANITARY SEWAGE AND STORM DRAINAGE

WATER – Indicate whether water will be provided to the subject land by:

■ Publicly owned & operated piped water system

☐ Privately owned & operated individual well

☐ Privately owned & operated communal well

☐ Other _____

SANITARY - Indicate whether sewage disposal will be provided to the subject land by:

■ Publicly owned & operated sanitary sewage system

☐ Privately owned & operated individual septic system - See Note below

☐ Privately owned & operated communal septic system - See Note below

☐ Other _____

Note: If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4,500 litres of effluent would be produced per day as a result of the development being completed, you must submit a Servicing Options Report and a Hydrogeological Report.

STORM DRAINAGE - Indicate whether storm drainage will be provided by:

■ Sewers ☐ Ditches ☐ Swales ☐ Other _____

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ZONING BY-LAW AMENDMENT APPLICATION

11. SKETCH OF SUBJECT LAND

Provide a sketch showing, in metric units,

a) the boundaries and dimensions of the subject land;

b) the location, size, and type of all existing and proposed buildings and structures on the subject land, including their distance from the front lot line, rear lot line, and side lines;

c) the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that are located on the subject land and on land that is adjacent to it, and in the applicant's opinion, may affect the application;

d) the current uses of all land that is adjacent to the subject land;

e) the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road, or a right of way;

f) if access to the subject land will be water only, the location of the parking and docking facilities to be used; and

g) the location and nature of any easement affecting the subject land.

12. APPLICATION FEE & OTHER FEES

The amendment type and corresponding application fees are identified in the Planning Consultation Stage 2 process.

Fees may be subject to change and are not refundable once the application is deemed complete. Method of payment: Cash, Mastercard, Visa or Certified Cheque or Personal Cheque payable to The Corporation of the City of Windsor. If paying by Mastercard or Visa, contact the Senior Steno Clerk for further direction at planningdept@citywindsor.ca or 519-255-6543.

APPLICATION FEE

Amendment Type	*Code*	☐ Minor Rezoning	■ Major Rezoning
Base Fee	*53001*	$4,347.00	$5,837.40
GIS Fee	*63024*	+ $50.00	+ $50.00
Essex Region Conservation Authority Fee	*53023*	+ $200.00	+ $300.00
Total Application Fee		**= $4,597.00**	**= $6,187.40**

The following fees are provided for information purposes. They are not due at this time but may be assessed depending on the type(s) of applications associated with the development proposal

OTHER FEES

Re-Notification/Deferral Fee *Code 53016* $2,258.40

Required when an applicant requests a deferral after notice of a public meeting has been given.

Legal Fee - Servicing Agreement *Code 63002* $597.64 plus $50 per unit, lot, or block

Required when the preparation of a servicing agreement is a condition of approval.

Removal of the Holding Symbol Application *Code 53001* $1,536.00

It is the responsibility of the property owner to satisfy the conditions to remove the holding symbol and to apply and fee to remove the holding symbol.

Ontario Land Tribunal (OLT) Appeal Fee $1,100.00

An appeal is made through Council Services (519-255-6211 or clerks@citywindsor.ca). Fees, forms, and processes are subject to change. Visit https://olt.gov.on.ca for additional information

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ZONING BY-LAW AMENDMENT APPLICATION

13. PROPOSED PUBLIC CONSULTATION STRATEGY

Select or describe your proposed strategy for consulting with the public with respect to the application:

■ Required Public Consultation (Public Notice & Public Meeting as required per the Planning Act)

■ Open House ■ Website ☐ Other See Section 8 of the Planning and Design Brief a

the What We Heard Report submitted with the application.

14. SWORN DECLARATION OF APPLICANT

Complete in the presence of a Commissioner for Taking Affidavits. If the declaration is to be administered remotely, you must be able to see, hear and communicate with the Commissioner and show documentation that confirms your identity.

I, Michael Davis, solemnly declare that the information required under Schedule 1 to Ontario Regulation 545/06 and provided by the applicant is accurate and that the information contained in the documents that accompany this application is accurate, that if this declaration was administered remotely that it was in accordance with Ontario Regulation 431/20, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.

Hamilton, ON.

Signature of Applicant

Sign in the presence of a Commissioner For Taking Affidavits

Location of Applicant at time of declaration

☑ This declaration was administered remotely in accordance with Ontario Regulation 431/20

Declared before me Fatima Farooq at the Orleans, Ontario

Signature of Commissioner

Location of Commissioner

this 4th day of Sworn remotely by Michael stated as , 20 24

day *month* *year*

PLACE AN IMPRINT OF YOUR STAMP BELOW

FATIMA FAROOQ NOTARY PUBLIC ONTARIO

Fatima Farooq
A Notary Public/ Commissioner for Oaths for the province of Ontario
My commission is of unlimited duration.
LSO 80606S

Sworn remotely by Michael stated as being located in the city of Hamilton in the province of Ontario, before me, Fatima Farooq 80606S, in Orleans, ON on the 4th day of March, 2024, in accordance with O Reg 431/20 Administering Oath or Declaration Remotely.
"No legal advice was sought or given. I did not draft or review this document. Services are limited to verification of identification, witnessing of signature, and administration of oath. I take no responsibility for the contents of this declaration."

READ & COMPLETE SCHEDULES A & E IN FULL & SIGN

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ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements

A1. Authorization of Registered Owner for Agent to Make the Application

If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the agent is authorized to make the application must be included with this application form or the authorization below must be completed.

I, Andi Shallvari (of GDCI), am the registered owner of the land that is

Name of Registered Owner

subject of this application for an amendment to the City of Windsor Zoning By-law and I authorize

Siv-ik Planning and Design Inc. (c/o Mike Davis) to make this application on my behalf.

Name of Agent

Andi Shallvari — 2024-03-01

Signature of Registered Owner — Date

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, Andi Shallvari (of GCDI),

Name of Registered Owner

hereby authorize the Development and Heritage Standing Committee or their successor, City Council, and staff of The Corporation of the City of Windsor to enter upon the subject lands and premises described in Section 5 of the application form for the purpose of evaluating the merits of this application and subsequently to conduct any inspections on the subject lands that may be required as a condition of approval. This is their authority for doing so.

Andi Shallvari — 2024-03-01

Signature of Registered Owner — Date

If Corporation – I have authority to bind the corporation

SCHEDULE A CONTINUES ON NEXT PAGE

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ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements - *Continued*

A3. Acknowledgements

Receipt, Fees, Additional Information, Termination, and Freedom of Information

I acknowledge that receipt of this application by the City of Windsor does not guarantee it to be a complete application, that further review of the application will occur, and that I may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted.

I further acknowledge that after the application is deemed complete, fees are not refundable, additional information may be requested, and that after 60 days of inactivity the City of Windsor may terminate the application without notice.

I further acknowledge that pursuant to the provisions of the Planning Act and the Municipal Freedom of Information and Protection of Privacy Act, this application and all material and information provided with this application are made available to the public.

Species at Risk

Ontario's *Endangered Species Act* protects endangered and threatened species — animals and plants in decline and at risk of disappearing from the province by restricting activities that may affect these plants, animals or their habitats.

I acknowledge that it is my sole responsibility as the Applicant to comply with the provisions of the *Endangered Species Act, 2007, S. O. c.6*. This could require me to register an activity, get a permit or other authorization from the Ministry of the Environment, Conservation and Parks (MECP) prior to conducting an activity that could impact an endangered or threatened plant or animal or its habitat. I further acknowledge that any *Planning Act*, *R.S.O. 1990, c.P.13* approval given by the City of Windsor does not constitute an approval under the *Endangered Species Act*, nor does it absolve me from seeking the necessary authorization, approvals or permits from the MECP prior to conducting any activity that may affect endangered or threatened plant or animal or its habitat.

Additional information can be found at:

https://www.ontario.ca/page/development-and-infrastructure-projects-and-endangered-or-threatened-species

or by contacting MECP at SAROntario@ontario.ca

Acknowledgement

I acknowledge that I have read and understand the above statements:



Signature of Applicant or Agent

March 1, 2024

Date

END OF SCHEDULE A
COMPLETE SCHEDULE E ON NEXT PAGE

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ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE E – Environmental Site Screening Questionnaire

Previous Use of Property

☒ Residential ☐ Industrial ☐ Commercial ☐ Institutional

☐ Agricultural ☐ Parkland ☐ Vacant ☐ Other_____

a) If previous use of the property is Industrial or Commercial, specify use:

N/A

b) Has the grading of the subject land been changed by adding earth or material? Has filling occurred on the subject land?

☐ Yes ☒ No ☐ Unknown

c) Has a gasoline station and/or automobile service station been located on the subject land or adjacent lands at any time?

☐ Yes ☒ No ☐ Unknown

d) Has there been petroleum or other fuel stored on the subject land or adjacent lands?

☐ Yes ☒ No ☐ Unknown

e) Are there or have there ever been underground storage tanks or buried waste on the subject land or adjacent lands?

☐ Yes ☒ No ☐ Unknown

f) Have the lands or adjacent lands ever been used as an agricultural operation where cyanide products may have been applied as pesticides and/or sewage sludge applied to the lands?

☐ Yes ☒ No ☐ Unknown

g) Have the lands or adjacent lands ever been used as a weapons firing range?

☐ Yes ☒ No ☐ Unknown

h) Is the nearest boundary line of the application within 500 metres (1,640 feet) of the boundary line of an operational/non-operational public or private waste disposal site, landfill or dump?

☐ Yes ☒ No ☐ Unknown

i) If there are existing or previously existing buildings on the subject lands, are there any building materials remaining on site which are potentially hazardous to public health (e.g., asbestos, PCB's)?

☐ Yes ☒ No ☐ Unknown

j) Is there reason to believe the subject lands may have been contaminated by existing or former uses on the site or adjacent sites?*

☐ Yes ☒ No ☐ Unknown

** Possible uses that can cause contamination include but are not limited to: operation of electrical transformer stations, disposal of waste minerals, raw material storage, and residues left in containers, maintenance activities and spills. Some commercial properties such as gasoline stations, automotive repair garages, and dry cleaning plants have similar potential. The longer a property is under industrial or similar use, the greater the potential for site contamination. Also, a series of different industrial or similar uses upon a site could potentially increase the number of chemicals that are present.*

k) If current or previous use of the property is Industrial or Commercial, or if YES to any of a) to j) above, attach a previous use inventory showing all former uses of the subject land, or if applicable, the land(s) adjacent to the subject lands.

SCHEDULE E CONTINUES ON NEXT PAGE

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ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE E - *CONTINUED*

Acknowledgement Clause

I hereby acknowledge that it is my responsibility to ensure that I am in compliance with all applicable laws, regulations, guidelines and the City's Official Plan policies pertaining to potentially contaminated sites, and to use all reasonable effort to identify the potential for contamination on the subject property.

I acknowledge that as a condition of approval of this application that the City may require me to file a Record of Site Condition signed by a qualified person in the provincial Environmental Site Registry, and provide verification to the City of Windsor of acknowledgement of this Record of Site Condition by the Ministry of Environment.

I acknowledge that the City may require the qualified person signing the Record of Site Condition to submit to the City a Declaration acknowledging that the City of Windsor may rely on the statements in the Record of Site Condition.

I acknowledge that the City of Windsor is not responsible for the identification and/or remediation of contaminated sites, and I agree, whether in, through, or as a result of any action or proceeding for environmental clean-up of any damage or otherwise, I will not sue or make claim whatsoever against the City of Windsor, its officers, officials, employees or agents for or in respect of any loss, damage, injury or costs.

Andi Shallvari

Marc Masotti

Name of Applicant (print)

Audi Shallvari

Signature of Applicant

2024-03-01

Date

Mike Davis

Name of Agent (print)

Signature of Agent

March 1, 2024

Date

END OF SCHEDULE E

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ZONING BY-LAW AMENDMENT APPLICATION

DO NOT COMPLETE BELOW – STAFF USE ONLY

Receipt and Assignment of Application

Date Received Stamp

This application has been assigned to:

- ☐ Adam Szymczak (AS)
- ☐ Brian Nagata (BN)
- ☐ Frank Garardo (FG)
- ☐ Tracy Tang (TT)
- ☐ Jim Abbs (JA)
- ☐ Justina Nwaesei (JN)
- ☐ Kevin Alexander (KA)
- ☐ Laura Strahl (LS)
- ☐ Simona Simion (SS)
- ☐ _____

Complete Application

This application is deemed complete on _____

Date

_____

Signature of Delegated Authority

- ☐ Neil Robertson, MCIP, RPP
  Manager of Urban Design
- ☐ Greg Atkinson, MCIP, RPP
  Manager of Development
- ☐ Thom Hunt, MCIP, RPP
  City Planner & Executive Director

Internal Information

Fee Paid: $_____ Receipt No: _____ Date: _____

Payment Type: ☐ Cash ☐ Certified Cheque ☐ Credit Card ☐ Personal Cheque

NEW Zoning File No. ZNG/_____ Z-_____

Previous Zoning File No. ZNG/_____ Z-_____

Related OPA File No. OPA/_____ OPA _____

Other File Numbers:_____

Notes:_____

_____

THIS IS THE LAST PAGE OF THE APPLICATION FORM

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Office of the Commissioner of
Economic Development & Innovation
Planning & Development Services

OFFICIAL PLAN AMENDMENT APPLICATION

INSTRUCTIONS

Verify that you are using the most current application form.

Section 1: Before this application can be submitted, you must complete both Stage 1 and Stage 2 Planning Consultation Applications.

Section 2: During the Stage 2 process, any required studies must be completed and submitted for review and comment. The final studies for Stage 2 must be included with this application and the proposal must remain unchanged..

Section 3: Provide the full name, address, phone number, fax number and email address of the applicant, agent, and registered owner. If any of these are a corporation, provide the full corporate name. Include the full name of the contact person. If there is more than one person, corporation, or registered owner, use additional sheets.

Section 4: Indicate if you are submitting companion applications with this application. Please note that an application to amend the Zoning By-law or an application for Plan of Subdivision/Condominium are the only applications that will be accepted for processing concurrently with an Official Plan Amendment.

Section 5: Provide information about the subject land. This information is used to determine or confirm supporting information requirements and to assist in the review of the application.

Section 6: Describe the amendment and answer all questions. If some of this information is in a Planning Rationale Report, check the box beside “See Planning Rationale Report”.

Section 7: Provide details about any other Planning Act applications by the applicant for the subject land or any land within 120 metres.

Section 8: Provide information about water service and sanitary sewage disposal.

Section 9: Complete this section using the information provided in the Planning Consultation Stage 2 letter.

Section 10: Explain your proposed strategy for consulting with the public with respect to the application.

Section 11: Complete and sign in the presence of a Commissioner of Taking Affidavits.

Schedules: Read and complete Schedule A in full and sign.

Submit application form, supporting information, and application fee to the Senior Steno Clerk at Planning & Development Services, Suite 210, 350 City Hall Square West, Windsor ON N9A 6S1 or planningdept@citywindsor.ca.

Any timelines noted in this application form are subject to change.

The application is reviewed to ensure all prescribed information and the required fee have been submitted. Within 30 days of the receipt of the application, the applicant will be notified in writing that the application is deemed complete. If deemed incomplete, the application and fee will be returned. If deemed complete, the application fee is not refundable.

The applicant, agent and all other interested parties will be notified by Council Services of the date, time, and location of the Development & Heritage Standing Committee (DHSC) meeting and the Council meeting.

An application will be terminated without notice after 60 days of inactivity.

DATE RECEIVED STAMP

CONTACT INFORMATION

Planning & Development Services
Suite 210
350 City Hall Square West
Windsor ON N9A 6S1

Telephone: 519-255-6543
Fax: 519-255-6544
Email: planningdept@citywindsor.ca
Web Site: www.citywindsor.ca

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OFFICIAL PLAN AMENDMENT APPLICATION

1. PLANNING CONSULTATION – Completion of Stage 2

Planning Consultation (Stage 2 Application) must be completed before this application can be submitted.

Has the Planning Consultation Stage 2 Application been completed?

NO ☐ YES ■ File Number: PC-002/24

Staff Use Only

Signature of Staff Planner _____ Date of Consultation _____

☐ Jim Abbs	☐ Kevin Alexander	☐ Tracy Tang	☐ Frank Garardo
☐ Brian Nagata	☐ Justina Nwaesei	☐ Simona Simion	☐ Laura Strahl
☐ Adam Szymczak	☐ _____		

2. REQUIRED SUPPORTING INFORMATION as Identified in the Planning Consultation Stage 2 Process:

For each document, provide one paper copy, and where possible, one digital copy on a USB flash drive or by email. All drawings or plans shall be in letter size (8.5 x 11 inches) in JPG and PDF format. All other document shall be provided in Word and PDF format. Please ensure that all PDF documents are 'flattened' and contain no layers.

The City of Windsor reserves the right to require additional supporting information during the processing of the application. All supporting information submitted is made available for public review.

If you are submitting a companion application submit only one set of documents.

■ Deed or Offer to Purchase	☐ Corporation Profile Report	■ Site Plan Conceptual	☒ Sketch of Subject Land
☐ Archaeological Assessment – Stage 1	☐ Built Heritage Impact Study	☐ Environmental Evaluation Report	☐ Environmental Site Assessment
■ Floor Plan and Elevations	☐ Geotechnical Study	☐ Guideline Plan	☐ Lighting Study
☐ Market Impact Assessment	☐ Micro-Climate Study	☐ Noise Study	■ Planning Rationale Report
☐ Record of Site Condition *(see Schedule E)*	■ Sanitary Sewer Study	☐ Species at Risk Screening	☐ Storm Sewer Study
☐ Storm Water Retention Scheme	■ Topographic Plan of Survey	☐ Transportation Impact Statement	■ Transportation Impact Study
☐ Tree Preservation	☐ Tree Survey Study	☐ Urban Design Study	☐ Vibration Study
☐ Wetland Evaluation Study	Other Required Information: 1. Natural Site Features Inventory & Preservatic 2. Open House Report		

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OFFICIAL PLAN AMENDMENT APPLICATION

3. APPLICANT, REGISTERED OWNER AND AGENT INFORMATION

Provide in full the name of the applicant, registered owner and agent, the name of the contact person, and address, postal code, phone number, fax number and email address.

If the applicant or registered owner is a numbered company, provide the name of the principals of the company. If there is more than one applicant or registered owner, copy this page, complete in full and submit with this application.

All communication is with the Agent authorized by the Owner to file the application. If there is no Agent, all communication is with the Applicant.

Applicant

Name: Generation Development Contractors I

Contact: Andi Shallvari
Name of Contact Person

Address: 1780 N Talbot Rd

Address: Windsor, ON.

Postal Code: N9A 6J3

Phone: 647.998.6441

Fax:

Email: andi.shallvari@gmail.com

Registered Owner

■ Same as Applicant

Name:

Contact:
Name of Contact Person

Address:

Address:

Postal Code:

Phone:

Fax:

Email:

Agent Authorized by the Owner to File the Application (Also complete Section A1 of Schedule A)

Name: Siv-ik Planning and Design Inc.

Contact: Mike Davis, MCIP, RPP
Name of Contact Person

Address: 201A-258 Richmond Street

Address: London, ON.

Postal Code: N6B2H7

Phone: 905.921.9029

Fax:

Email: mdavis@siv-ik.ca

4. COMPANION APPLICATIONS

Are you submitting a companion Zoning Amendment application? NO ☐ YES ■

Are you submitting a companion Plan of Subdivision/Condominium application? NO ■ YES ☐

Please note that if a development proposal requires site plan approval, that application can only be submitted after the zoning amendment has been considered by City Council and the appeal period has concluded.

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OFFICIAL PLAN AMENDMENT APPLICATION

5. SUBJECT LAND INFORMATION

Municipal Address: 3930 & 3950 6th Concession Road

Legal Description: CON 6 PT LOT 14;RP 12R14860 PART 3

Assessment Roll Number: 010-260-13900 and 080-580-00100

Frontage (m) 55.2 Depth (m) 60.8 Area (sq m) 3,335.5m2

Current Official Plan Designation: Residential

What land uses are permitted by the Official Plan Designation? Low-Profile Residential Uses

6. DESCRIPTION OF OFFICIAL PLAN AMENDMENT (OPA)

Name of Official Plan proposed to be amended: *The City of Windsor Official Plan*

Amendment to Official Plan from N/A to N/A

Purpose of the proposed OPA: The proposed OPA removes the lands from the North Roseland Secon Plan, thereby allowing the parent OP policies to guide development on the site.

What land uses will the proposed official plan amendment (OPA) authorize? Low-Profile Residential Uses (see Planning & Design Brief for further details)

Does the proposed OPA change, replace or delete a policy in the Official Plan? No ■ Yes ☐

If yes, the policy to be changed, replaced or deleted:

Does the proposed OPA add a policy to the Official Plan? No ■ Yes ☐

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OFFICIAL PLAN AMENDMENT APPLICATION

6. DESCRIPTION OF OFFICIAL PLAN AMENDMENT (OPA) - Continued

Does the proposed OPA change or replace a designation in the Official Plan? No ☐ Yes ■

If yes, the designation to be changed or replaced: Removal of the lands from the Low Profile Resider designation of the NRSP.

If a policy is being changed, replaced or deleted or if a policy is being added, the text of the proposed OPA:

☐ Not Applicable ■ See Planning Rationale Report ☐ See Attached

If the proposed OPA changes or replaces a schedule in the Official Plan, the requested schedule and the text that accompanies it:

☐ Not Applicable ■ See Planning Rationale Report ☐ See Attached

If the proposed OPA alters all or any part of the boundary of an area of a settlement or establishes a new area of settlement, the current official policies, if any, dealing with the alteration or establishment of an area of settlement:

■ Not Applicable ☐ See Planning Rationale Report ☐ See Attached

If the proposed OPA removes the subject land from an area of employment, the current Official Plan policies, if any, dealing with the removal of land from an area of employment:

■ Not Applicable ☐ See Planning Rationale Report ☐ See Attached

Explain how the proposed OPA is consistent with the Provincial Policy Statement:

■ See Planning Rationale Report ☐ See Attached

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OFFICIAL PLAN AMENDMENT APPLICATION

7. OTHER APPLICATION INFORMATION

Is the subject land or land within 120 metres the subject of an application by the applicant under the Planning Act for:

A Minor Variance or Consent? No ■ Yes ☐

File number: _____ Status: _____

Approval authority: _____

Affected lands: _____

Purpose of Minor Variance or Consent: _____

_____

Effect on the proposed OPA: _____

_____

An amendment to an Official Plan, a Zoning By-law or a Minister's Zoning Order? No ■ Yes ☐

File number: _____ Status: _____

Approval authority: _____

Affected lands: _____

Purpose of OP or ZBL amendment or Zoning Order: _____

_____

Effect on the proposed OPA: _____

_____

Approval of a plan of subdivision or a site plan? No ■ Yes ☐

File number: _____ Status: _____

Approval authority: _____

Affected lands: _____

Purpose of plan of subdivision or site plan: _____

_____

_____

Effect on the proposed OPA: _____

_____

_____

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OFFICIAL PLAN AMENDMENT APPLICATION

8. WATER & SANITARY SEWAGE DISPOSAL

WATER – Indicate whether water will be provided to the subject land by:

- ■ Publicly owned & operated piped water system
- ☐ Privately owned & operated individual well
- ☐ Privately owned & operated communal well
- ☐ A lake or other water body
- ☐ Other means: _____

SANITARY - Indicate whether sanitary sewage disposal will be provided to the subject land by:

- ■ Publicly owned & operated sanitary sewage system
- ☐ Privately owned & operated individual septic system
- ☐ Privately owned & operated communal septic system
- ☐ A privy
- ☐ Other means: _____

If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4500 litres of effluent would be produced per day as a result of the development being completed submit a Servicing Options Report and a Hydrogeological Report.

9. TYPE OF AMENDMENT, APPLICATION FEE & OTHER FEES

TYPE OF OFFICIAL PLAN AMENDMENT (OPA)

The amendment type and corresponding application fees are identified in the Planning Consultation Stage 2 process.

Fees may be subject to change and are not refundable once the application is deemed complete. Method of payment: Cash, Mastercard, Visa or Certified Cheque or Personal Cheque payable to The Corporation of the City of Windsor. If paying by Mastercard or Visa, contact the Senior Steno Clerk for further direction at planningdept@citywindsor.ca or 519-255-6543.

Minor OPA: A minor revision to the text of the Official Plan or a Site Specific Policy direction.

Major OPA: A change from one land use designation to another land use designation, a change to any Schedule in the City of Windsor Official Plan, or any other amendment not described above.

APPLICATION FEE

	Code	■ Minor OPA	☐ Major OPA
Base Fee	*63003*	$2,258.40	$8,112.35
GIS Fee	*63024*	+ $50.00	+ $50.00
Essex Region Conservation Authority Fee	*53023*	+ $200.00	+ $300.00
Total Application Fee		**= $2,508.40**	**= $8,462.35**

The following fees are provided for information purposes. They are not due at this time but may be assessed depending on the type(s) of applications associated with the development proposal

OTHER FEES

Re-Notification/Deferral Fee *53016* $2,258.40

Required when an applicant requests a deferral after notice of a public meeting has been given.

Ontario Land Tribunal (OLT) Appeal Fee $1,100.00

An appeal is made through Council Services (519-255-6211 or clerks@citywindsor.ca). Fees, forms, and processes are subject to change. Visit https://olt.gov.on.ca for additional information.

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Document Ref: GRZTD-B3RQQ-AVKZZ-OHV6L

OFFICIAL PLAN AMENDMENT APPLICATION

10. PROPOSED PUBLIC CONSULTATION STRATEGY

Select or describe your proposed strategy for consulting with the public with respect to the application:

■ Required Public Consultation (Public Notice & Public Meeting as required per the Planning Act)

■ Open House ■ Website ☐ Other See Section 8 of the Planning and Design Brief a the What We Heard Report submitted with the application.

11. SWORN DECLARATION OF APPLICANT

Complete in the presence of a Commissioner for Taking Affidavits. If the declaration is to be administered remotely, you must be able to see, hear and communicate with the Commissioner and show documentation that confirms your identity.

I, Michael Davis, solemnly declare that the information required under Schedule 1 to Ontario Regulation 543/06 and provided by the applicant is accurate and that the information contained in the documents that accompany this application is accurate, that if this declaration was administered remotely that it was in accordance with Ontario Regulation 431/20, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.

Signature of Applicant

Sign in the presence of a Commissioner For Taking Affidavits

Hamilton, ON.

Location of Applicant at time of declaration

☑ This declaration was administered remotely in accordance with Ontario Regulation 431/20

Declared before me Fatima Farooq at the ORLEANS, ON

Signature of Commissioner *Location of Commissioner*

this 4th day of March, 20 24

day *month* *year*

FATIMA FAROOQ NOTARY PUBLIC ONTARIO

PLACE AN IMPRINT OF YOUR STAMP BELOW

Fatima Farooq

A Notary Public/ Commissioner for Oaths for the province of Ontario
My commission is of unlimited duration.
LSO 80606S

Sworn remotely by Michael stated as being located in the city of Hamilton in the province of Ontario, before me, Fatima Farooq 80606S, in Orleans, ON on the 4th day of March, 2024, in accordance with O Reg 431/20 Administering Oath or Declaration Remotely.

"No legal advice was sought or given. I did not draft or review this document. Services are limited to verification of identification, witnessing of signature, and administration of oath. I take no responsibility for the contents of this declaration."

READ & COMPLETE SCHEDULE A IN FULL & SIGN

eversign Document Hash: 98e243a9ae284533964d8d7cb9e71d00

OFFICIAL PLAN AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgement

A1. Authorization of Registered Owner for Agent to Make the Application

If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the agent is authorized to make the application must be included with this application form or the authorization below must be completed.

I, Andi Shallvari (of GDCI), am the registered owner of the land that is
name of registered owner

subject of this application for an amendment to the City of Windsor Official Plan and I authorize

Siv-ik Planning & Design Inc. (c/o Mike Davis) to make this application on my behalf.
name of agent

Andi Shallvari 2024-03-01

Signature of Registered Owner Date

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, Andi Shallvari (of GDCI), hereby authorize the Development and Heritage Standing Committee, City Council, and staff of The Corporation of the City of Windsor to enter upon the subject lands and premises described in Section 5 of the application form for the purpose of evaluating the merits of this application and subsequently to conduct any inspections on the subject lands that may be required as condition of approval. This is their authority for doing so.

Andi Shallvari 2024-03-01

Signature of Registered Owner Date

If Corporation – I have authority to bind the corporation

SCHEDULE A CONTINUES ON NEXT PAGE

eversign Document Hash: 98e243a9ae284533964d8d7cb9e71d00

OFFICIAL PLAN AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements - Continued

A3. Acknowledgements

Receipt, Fees, Additional Information, Termination, and Freedom of Information

I acknowledge that receipt of this application by the City of Windsor does not guarantee it to be a complete application, that further review of the application will occur, and I may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted.

I further acknowledge that once the application is deemed complete, fees are not refundable, additional information may be requested, and that after 60 days of inactivity the City of Windsor may terminate the application without notice.

I further acknowledge that pursuant to the provisions of the Planning Act and the Municipal Freedom of Information and Protection of Privacy Act, this application and all material and information provided with this application are made available to the public.

Species at Risk

Ontario's *Endangered Species Act* protects endangered and threatened species — animals and plants in decline and at risk of disappearing from the province by restricting activities that may affect these plants, animals or their habitats.

I acknowledge that it is my sole responsibility as the Applicant to comply with the provisions of the *Endangered Species Act, 2007, S. O. c.6*. This could require me to register an activity, get a permit or other authorization from the Ministry of the Environment, Conservation and Parks (MECP) prior to conducting an activity that could impact an endangered or threatened plant or animal or its habitat. I further acknowledge that any *Planning Act*, *R.S.O. 1990, c.P.13* approval given by the City of Windsor does not constitute an approval under the *Endangered Species Act*, nor does it absolve me from seeking the necessary authorization, approvals or permits from the MECP prior to conducting any activity that may affect endangered or threatened plant or animal or its habitat.

Additional information can be found at:

https://www.ontario.ca/page/development-and-infrastructure-projects-and-endangered-or-threatened-species

or by contacting MECP at SAROntario@ontario.ca

Acknowledgement

I acknowledge that I have read and understand the above statements:



	March 1, 2024
Signature of Applicant or Agent	Date

END OF SCHEDULE A

eversign Document Hash: 98e243a9ae284533964d8d7cb9e71d00

OFFICIAL PLAN AMENDMENT APPLICATION

DO NOT COMPLETE BELOW – STAFF USE ONLY

Receipt and Assignment of Application

Date Received Stamp

This application has been assigned to:

- ☐ Adam Szymczak (AS)
- ☐ Brian Nagata (BN)
- ☐ Frank Garardo (FG)
- ☐ Tracy Tang (TT)
- ☐ Jim Abbs (JA)
- ☐ Justina Nwaesei (JN)
- ☐ Kevin Alexander (KA)
- ☐ Laura Strahl (LS)
- ☐ Simona Simion (SS)
- ☐ _____

Complete Application

This application is deemed complete on _____

Date

_____

Signature of Delegated Authority

- ☐ Neil Robertson, MCIP, RPP
  Manager of Urban Design
- ☐ Greg Atkinson, MCIP, RPP
  Manager of Development
- ☐ Thom Hunt, MCIP, RPP
  City Planner & Executive Director

Internal Information

Fee Paid: $_____ Receipt No: _____ Date: _____

Payment Type: ☐ Cash ☐ Certified Cheque ☐ Credit Card ☐ Personal Cheque

NEW File No. OPA/_____

Previous OPA File No. OPA/_____

Related Zoning File No. ZNG/_____

Other File Numbers:_____

Notes:_____

_____

THIS IS THE LAST PAGE OF THE APPLICATION FORM

eversign Document Hash: 98e243a9ae284533964d8d7cb9e71d00

PLANNING DEPARTMENT – DEVELOPMENT DIVISION

Memo

To: City Clerk

From: City Planner/Executive Director

Date: May 2, 2024

Subject: TRANSMITTAL OF NEW FILE **Our File Number: Z-011/24 [ZNG/7193]**

RE: Application For: (X) Zoning Amendment ( ) Official Plan Amendment
( ) Part Lot Control ( ) Draft Plan of Subdivision/Condominium

---

Applicant: 14535723 CANADA INC.
Location: 0 BERNARD RD.
Description: Application to amend Zoning By-law 8600 to permit a new semi-detached dwelling as an additional permitted use, where only an existing semi-detached dwelling is permitted.

The ZONING AMENDMENT application submitted by 14535723 CANADA INC. for 0 BERNARD RD. has been deemed as complete on APRIL 19, 2024.

Enclosures:

(X) 1 copy of Application Form
( ) 1 copy of Drawings
( ) 1 copy of Site Plan

Thom Hunt, MCIP, RPP
City Planner, Executive Director

TH/nm

Office of the Commissioner of
Economic Development & Innovation

Thom Hunt, MCIP, RPP
City Planner/Executive Director

April 26, 2024

Tracey Pillon-Abbs
23669 Prince Albert Rd.,
Chatham, ON N7M 5J7

Dear Agent,

Re: ZONING BYLAW AMENDMENT APPLICATION
APPLICANT: 14535723 CANADA INC.
LOCATION: 0 BERNARD RD.
FILE NO.: Z011/24 [ZNG/7193]

This is to acknowledge receipt of the applications for a rezoning amendment which has been assigned the above-referenced file number. In accordance with the delegation authority as prescribed by By-Law 139-2013, the information and material required has been provided, therefore the application was deemed COMPLETE on April 19, 2024, and processing has begun.

You will be advised prior to the Development & Heritage Standing Committee and Council meetings of the position of the Planning Department on the application and the dates of the public meetings.

Please email me at bnagata@citywindsor.ca, if you have any questions.

Sincerely,

Brian Nagata

Brian Nagata, MCIP, RPP
Planner II – Development Review

BN/nm

ZONING BY-LAW AMENDMENT APPLICATION

INSTRUCTIONS

Verify that you are using the most current application form.

Section 1: Before this application can be submitted, you must complete both Stage 1 and Stage 2 Planning Consultation Applications.

Section 2: During the Stage 2 process, any required studies must be completed and submitted for review and comment. The final studies for Stage 2 must be included with this application and the proposal must remain unchanged.

Section 3: Provide the full name, address, phone number, fax number and email address of the applicant, agent, and registered owner. If any of these are a corporation, provide the full corporate name. Include the full name of the contact person. If there is more than one person, corporation, or registered owner, use additional sheets.

Section 4: Indicate if you are submitting other companion applications with this application. Please note that an application to amend the Official Plan or an application for Plan of Subdivision/Condominium are the only applications that will be accepted for processing concurrently with a Zoning Amendment.

Section 5: Provide information about the subject land. This information is used to determine supporting information requirements and to assist in the review of the application.

Section 6: Indicate the amendment, proposed uses and describe the nature and extent of the amendment being requested. Indicate why the amendment is being requested and how it is consistent with the Provincial Policy Statement and conforms to the City of Windsor Official Plan.

Section 7: If there are any existing buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows this information.

Section 8: If you propose to build any buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows the information.

Section 9: Indicate how the property is accessed. Check all boxes that apply.

Section 10: Provide information about water service, sanitary sewage disposal, and storm drainage.

Section 11: Provide a sketch of the subject land showing, in metric units, the items listed or indicate if this information is provided on an existing plan or a conceptual site plan.

Section 12: Please refer to the Stage 2 Planning Consultation letter for details regarding the fees needing to be paid.

Section 13: Explain your proposed strategy for consulting with the public with respect to the application.

Section 14: Complete and sign in the presence of a Commissioner of Taking Affidavits.

Other: Read, complete in full, and sign Schedules A & E.

Submit application form, supporting information, and application fee to Senior Steno Clerk at Planning & Development Services, Suite 210, 350 City Hall Square West, Windsor ON N9A 6S1 or planningdept@citywindsor.ca

TYPE OF REZONING AMENDMENT

DATE RECEIVED STAMP

The type of amendment is stated in the Stage 2 Consultation letter.

Minor Zoning Amendment:

- Site zoned commercial, institutional, or manufacturing
  - Addition to the list of permitted uses
- Site already zoned
  - Change to existing regulations or to zoning district boundary to match lot lines
- Site designated in the Official Plan for residential use
  - Rezoning to accommodate a maximum of six dwelling units
- Site designated in the Official Plan for the proposed use other than residential
  - Site-specific zoning for a site with a lot area of less than 1,000.0 m^2

Major Zoning Amendment: Any other amendment not listed as minor.

ZONING BY-LAW AMENDMENT APPLICATION

ZONING BY-LAW AMENDMENT PROCESS

The application will be terminated without notice after 60 days of inactivity. The following is for your information only. Review the Planning Act and relevant regulations for statutory requirements. The processing of the application is subject to change. Direct all questions to the assigned Planner. The process is generally as follows:

1. The application is reviewed to ensure all prescribed and required information and the fee have been submitted. Within 30 days of the receipt of the application, you will be notified in writing that the application is deemed incomplete or complete.
2. If deemed incomplete, the application and fee will be returned. If deemed complete, fees are not refundable, the application is circulated to departments and external agencies for review and comment, and all submitted documents are made available to the public.
3. Following circulation, a draft staff report containing a recommendation and any conditions is prepared. The City Planner and other staff review the draft staff report.
4. When the staff report is approved by appropriate municipal staff, it will be scheduled for a future meeting of the Development and Heritage Standing Committee (DHSC).
5. The DHSC meeting is the public meeting required by the Planning Act. Public notice of the DHSC meeting is advertised in the Windsor Star, a local newspaper, at least 20 days in advance of the DHSC meeting. A courtesy notice may be mailed to property owners and/or tenants within 120 metres or more of the subject land.
6. 10 days prior to the DHSC meeting, the staff report is circulated to the applicant and DHSC members and made available to the public. All supporting documentation submitted by the applicant is available for review.
7. At the DHSC meeting, a staff planner may make a presentation. The applicant and other parties have an opportunity to provide verbal and/or written submissions. The DHSC may ask questions of staff, the applicant, agent, and other parties. The DHSC may decide to defer or recommend approval or denial of the application.
8. If deferred, the application along with any additional information or a new staff report will be considered at a future DHSC meeting. If recommended for approval or denial, the staff report, the minutes of the DHSC meeting, and the amending by-law are forwarded to City of Windsor Council for consideration at a future date. The applicant, agent and all interested parties will be notified by Council Services of the date, time, and location of the Council meeting. Call 311 or contact Council Services at 519-255-6211 or clerks@citywindsor.ca.
9. The application may be placed on the Consent Agenda of the Council Meeting, a part of the meeting where Council approves several matters with a single motion. If the application is not on the Consent Agenda, the staff planner may introduce the application, review the staff recommendation and any additional information provided to Council, and advise Council of any differences between the staff and DHSC recommendations. The applicant and other interested parties have an opportunity to make verbal and/or written submissions. Council may decide to approve, deny, or defer the application. If Council approves the application, the amending by-law may be approved at the same Council meeting, otherwise it will be approved at a future Council meeting.
10. When the amending by-law is passed, Council Services will mail a notice of the passing of the amending by-law to property owners and various public agencies within 15 days. There is a 20-day appeal period commencing the day after this notice is given. The notice will include the last day to file an appeal. An appeal is made to the Ontario Land Tribunal (OLT) through Council Services. If no appeal is filed, the amending by-law is final and binding as of the date of Council's passing of the by-law. Contact Council Services at 519-255-6211 or clerks@citywindsor.ca.
11. If the rezoning is subject to a holding symbol, it is the responsibility of the property owner to satisfy the conditions to remove the holding symbol, to apply, and to pay the fee to remove the holding symbol.

CONTACT INFORMATION

Planning & Development Services
Suite 210
350 City Hall Square West
Windsor ON N9A 6S1

Telephone: 519-255-6543
Fax: 519-255-6544
Email: planningdept@citywindsor.ca
Web Site: www.citywindsor.ca

ZONING BY-LAW AMENDMENT APPLICATION

1. PLANNING CONSULTATION – Completion of Stage 2

Planning Consultation (Stage 2 Application) must be completed before this application can be submitted.

Has the Planning Consultation Stage 2 Application been completed? NO ☐ YES ☒ File Number: PC-018/24

Staff Use Only

Signature of Staff Planner _____ Date of Consultation _____

☐ Jim Abbs	☐ Kevin Alexander	☐ Tracy Tang	☐ Frank Garardo
☐ Brian Nagata	☐ Justina Nwaesei	☐ Simona Simion	☐ Laura Strahl
☐ Adam Szymczak	☐ _____		

2. REQUIRED SUPPORTING INFORMATION as Identified in the Planning Consultation Stage 2 Process:

For each document, provide one paper copy, and where possible, one digital copy on a USB flash drive or by email. All drawings or plans shall be in letter size (8.5 x 11 inches) in JPG and PDF format. All other document shall be provided in Word and PDF format. **All PDF documents shall be flattened with no layers**.

The City of Windsor reserves the right to require additional supporting information during the processing of the application. All supporting information submitted is made available for public review.

If you are submitting a companion application submit only one set of documents.

Staff Use Only

☒ Deed or Offer to Purchase	☐ Corporation Profile Report	☒ Site Plan Conceptual *(see Section 8)*	☒ Sketch of Subject Land *(see Section 11)*
☐ Archaeological Assessment – Stage 1	☐ Built Heritage Impact Study	☐ Environmental Evaluation Report	☐ Environmental Site Assessment
☒ Floor Plan and Elevations	☐ Geotechnical Study	☐ Guideline Plan	☐ Lighting Study
☐ Market Impact Assessment	☐ Micro-Climate Study	☐ Noise Study	☒ Planning Rationale Report
☐ Record of Site Condition *(see Schedule E)*	☐ Sanitary Sewer Study	☐ Species at Risk Screening	☐ Storm Sewer Study
☐ Storm Water Retention Scheme	☐ Topographic Plan of Survey	☐ Transportation Impact Statement	☐ Transportation Impact Study
☐ Tree Preservation	☐ Tree Survey Study	☐ Urban Design Study	☐ Vibration Study
☐ Wetland Evaluation Study	Other Required Information: Note: Tree Inventory deemed not required.		

ZONING BY-LAW AMENDMENT APPLICATION

3. APPLICANT, REGISTERED OWNER, AND AGENT INFORMATION

Provide in full the name of the applicant, registered owner, and agent, the name of the contact person, and address, postal code, phone number, fax number and email address.

If the applicant or registered owner is a numbered company, provide the name of the principals of the company. If there is more than one applicant or registered owner, copy this page, complete in full and submit with this application.

All communication is with the Agent authorized by the Owner to file the application. If there is no Agent, all communication is with the Applicant.

Applicant

Name: 14535723 Canada Inc. Contact: Andi Shallvari
Name of Contact Person

Address: 3504 Klondike Ave

Address: Windsor, ON Postal Code: N8W 5V5

Phone: N8W 5V5 Fax:

Email: andi.shallvari@gmail.com

Registered Owner ■ Same as Applicant

Name: Contact:
Name of Contact Person

Address:

Address: Postal Code:

Phone: Fax:

Email:

Agent Authorized by the Owner to File the Application (Also complete Section A1 in Schedule A)

Name: Pillon Abbs Inc. Contact: Tracey Pillon-Abbs, RPP
Name of Contact Person

Address: 23669 Prince Albert Rd

Address: Chatham, ON Postal Code: N7M 5J7

Phone: 226-340-1232 Fax:

Email: tracey@pillonabbs.ca

4. COMPANION APPLICATIONS

Are you submitting a companion Official Plan Amendment application? NO ■ YES ☐

Are you submitting a companion Plan of Subdivision/Condominium application? NO ■ YES ☐

Please note that if a development proposal requires site plan approval, that application can only be submitted after the zoning amendment has been considered by City Council and the appeal period has concluded.

ZONING BY-LAW AMENDMENT APPLICATION

5. SUBJECT LAND INFORMATION

Municipal Address: 0 Bernard Road
Windsor, ON

Legal Description: LT 191 PL 1102 SANDWICH EAST; PT BLK C PL 1102 SANDWICH EAST (PT ALLEY CLOSED BY R554954) BEING FURTHER DESIGNATED AS PARTS 2 AND 4, PLAN 12R28879; S/T INTEREST IN R561985; S/T 554954E; WINDSOR

Assessment Roll Number: 37-39-070-390-04903-0000

If known, the date the subject land was acquired by the current owner: Unknown

Frontage (m): 12.2 m Depth (m): 32 m Area (sq m): 390.2 m2

Official Plan Designation: Residential, Schedule D - Land Use

Current Zoning: Residential District 1.2 (RD1.2) category
Map 11

Existing Uses: Vacant

If known, the lengths of time that the existing uses have continued: Unknown

Previous Uses: Residential

List the names and addresses of the holders of any mortgages, charges, or other encumbrances in respect of the subject land:

N/A

Are there any easements or restrictive covenants affecting the subject lands? NO ☒ YES ☐

If yes, describe the easement or restrictive covenant and its effect:

If known, has the subject land ever been subject of: *(leave blank if unknown)*

An application for a Plan of Subdivision or Consent: NO ☐ YES ☐ File:

An application for an amendment to a Zoning By-law: NO ☐ YES ☐ File:

An application for approval of a Site Plan: NO ☐ YES ☐ SPC-

A Minister's Zoning Order (Ontario Regulation): NO ☐ YES ☐ OR#:

ZONING BY-LAW AMENDMENT APPLICATION

6. DESCRIPTION OF AMENDMENT

Amendment to Zoning By-law from: Residential District 1.2 (RD1.2)

to: Residential District 1.2 (RD1.2 - S.20(1)(XXX))

Proposed uses of subject land: Proposed to construct a new semi-detached dwelling, two storey for a total of 2 new residential units.

Describe the nature and extent of the amendment(s) being requested:

Request to permit a new semi-detached dwelling as an additional permitted use where only an existing semi-detached dwelling is permitted.

Relief is also requested to 1. decrease the minimum lot width from 15.0 m to 12.2 m, and 2. decrease the minimum lot area from 450.0 m2 to 390.2 m2.

Why is this amendment or these amendments being requested?

To permit a semi-detached dwelling on a smaller lot which provides for infilling and intensification.

Explain how the amendment to the Zoning By-law is consistent with the Provincial Policy Statement:

☒ See Planning Rationale Report

Explain how the application conforms to the City of Windsor Official Plan:

☒ See Planning Rationale Report

If this application is to remove land from an area of employment, details of the official plan or official plan amendment that deals with this matter:

☒ See Planning Rationale Report ☐ See Official Plan Amendment

ZONING BY-LAW AMENDMENT APPLICATION

7. EXISTING BUILDINGS / STRUCTURES ON SUBJECT LAND

Are there any buildings or structures on the subject land?

☒ NO Continue to Section 8

☐ YES Indicate the type of building or structure, the date of construction (if known), and, in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure and its dimensions or floor area.

☐ See attached Existing Plan or Sketch of Subject Land

8. PROPOSED BUILDINGS / STRUCTURES ON SUBJECT LAND

Do you propose to build any buildings or structures on the subject land?

☐ NO Continue to Section 9

☒ YES Indicate the type of building or structure and, in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure, and its dimensions or floor area.

☒ See attached concept plan

ZONING BY-LAW AMENDMENT APPLICATION

9. ACCESS TO SUBJECT LAND

Indicate if access to subject land is by: *(check all that apply)*

☑ Municipal Road ☐ Provincial Highway ☐ Another public road or a right-of-way

☐ Water - If access to the subject land is by water only, describe the parking and docking facilities used or to be used and provide the approximate distance in metric of these facilities from the subject land and the nearest public road:

10. WATER, SANITARY SEWAGE AND STORM DRAINAGE

WATER – Indicate whether water will be provided to the subject land by:

☑ Publicly owned & operated piped water system

☐ Privately owned & operated individual well

☐ Privately owned & operated communal well

☐ Other _____

SANITARY - Indicate whether sewage disposal will be provided to the subject land by:

☑ Publicly owned & operated sanitary sewage system

☐ Privately owned & operated individual septic system - See Note below

☐ Privately owned & operated communal septic system - See Note below

☐ Other _____

Note: If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4,500 litres of effluent would be produced per day as a result of the development being completed, you must submit a Servicing Options Report and a Hydrogeological Report.

STORM DRAINAGE - Indicate whether storm drainage will be provided by:

☑ Sewers ☐ Ditches ☐ Swales ☐ Other _____

ZONING BY-LAW AMENDMENT APPLICATION

11. SKETCH OF SUBJECT LAND

Provide a sketch showing, in metric units,

a) the boundaries and dimensions of the subject land;

b) the location, size, and type of all existing and proposed buildings and structures on the subject land, including their distance from the front lot line, rear lot line, and side lines;

c) the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that are located on the subject land and on land that is adjacent to it, and in the applicant's opinion, may affect the application;

d) the current uses of all land that is adjacent to the subject land;

e) the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road, or a right of way;

f) if access to the subject land will be water only, the location of the parking and docking facilities to be used; and

g) the location and nature of any easement affecting the subject land.

12. APPLICATION FEE & OTHER FEES

The amendment type and corresponding application fees are identified in the Planning Consultation Stage 2 process.

Fees may be subject to change and are not refundable once the application is deemed complete. Method of payment: Cash, Mastercard, Visa or Certified Cheque or Personal Cheque payable to The Corporation of the City of Windsor. If paying by Mastercard or Visa, contact the Senior Steno Clerk for further direction at planningdept@citywindsor.ca or 519-255-6543.

APPLICATION FEE

Amendment Type	*Code*	■ Minor Rezoning	☐ Major Rezoning
Base Fee	*53001*	$4,347.00	$5,837.40
GIS Fee	*63024*	+ $50.00	+ $50.00
Essex Region Conservation Authority Fee	*53023*	+ $200.00	+ $300.00
Total Application Fee		**= $4,597.00**	**= $6,187.40**

The following fees are provided for information purposes. They are not due at this time but may be assessed depending on the type(s) of applications associated with the development proposal

OTHER FEES

Re-Notification/Deferral Fee *Code 53016* $2,258.40
Required when an applicant requests a deferral after notice of a public meeting has been given.

Legal Fee - Servicing Agreement *Code 63002* $597.64 plus $50 per unit, lot, or block
Required when the preparation of a servicing agreement is a condition of approval.

Removal of the Holding Symbol Application *Code 53001* $1,536.00
It is the responsibility of the property owner to satisfy the conditions to remove the holding symbol and to apply and fee to remove the holding symbol.

Ontario Land Tribunal (OLT) Appeal Fee $1,100.00
An appeal is made through Council Services (519-255-6211 or clerks@citywindsor.ca). Fees, forms, and processes are subject to change. Visit https://olt.gov.on.ca for additional information

ZONING BY-LAW AMENDMENT APPLICATION

13. PROPOSED PUBLIC CONSULTATION STRATEGY

Select or describe your proposed strategy for consulting with the public with respect to the application:

☒ Required Public Consultation (Public Notice & Public Meeting as required per the Planning Act)

☒ Open House ☒ Website ☐ Other _____

Open house held on January 31, 2024.

14. SWORN DECLARATION OF APPLICANT

Complete in the presence of a Commissioner for Taking Affidavits. If the declaration is to be administered remotely, you must be able to see, hear and communicate with the Commissioner and show documentation that confirms your identity.

I, Andi Shallvari, solemnly declare that the information required under Schedule 1 to Ontario Regulation 545/06 and provided by the applicant is accurate and that the information contained in the documents that accompany this application is accurate, that if this declaration was administered remotely that it was in accordance with Ontario Regulation 431/20, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.

X _____ City of Windsor

Signature of Applicant — Location of Applicant at time of declaration

Sign in the presence of a Commissioner For Taking Affidavits

☒ This declaration was administered remotely in accordance with Ontario Regulation 431/20

Declared before me _____ at the Municipality of Chatham-Kent

Signature of Commissioner — *Location of Commissioner*

this 28th day of March, 2024

day *month* *year*

PLACE AN IMPRINT OF YOUR STAMP BELOW

Tracey Lynn Cecilia Pillon-Abbs, a Commissioner, etc.,
Province of Ontario, for Pillon Abbs Inc.
Expires August 4, 2026

READ & COMPLETE SCHEDULES A & E IN FULL & SIGN

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements

A1. Authorization of Registered Owner for Agent to Make the Application

If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the agent is authorized to make the application must be included with this application form or the authorization below must be completed.

I, 14535723 Canada Inc, am the registered owner of the land that is
Name of Registered Owner

subject of this application for an amendment to the City of Windsor Zoning By-law and I authorize

Pillon Abbs Inc. to make this application on my behalf.
Name of Agent

X _____ March 28, 2024
Signature of Registered Owner — Date

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, 14535723 Canada Inc,
Name of Registered Owner

hereby authorize the Development and Heritage Standing Committee or their successor, City Council, and staff of The Corporation of the City of Windsor to enter upon the subject lands and premises described in Section 5 of the application form for the purpose of evaluating the merits of this application and subsequently to conduct any inspections on the subject lands that may be required as a condition of approval. This is their authority for doing so.

_____ March 28, 2024
Signature of Registered Owner — Date

If Corporation – I have authority to bind the corporation

SCHEDULE A CONTINUES ON NEXT PAGE

SCHEDULE A – Authorizations & Acknowledgements - *Continued*

A3. Acknowledgements

Receipt, Fees, Additional Information, Termination, and Freedom of Information

I acknowledge that receipt of this application by the City of Windsor does not guarantee it to be a complete application, that further review of the application will occur, and that I may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted.

I further acknowledge that after the application is deemed complete, fees are not refundable, additional information may be requested, and that after 60 days of inactivity the City of Windsor may terminate the application without notice.

I further acknowledge that pursuant to the provisions of the Planning Act and the Municipal Freedom of Information and Protection of Privacy Act, this application and all material and information provided with this application are made available to the public.

Species at Risk

Ontario's *Endangered Species Act* protects endangered and threatened species — animals and plants in decline and at risk of disappearing from the province by restricting activities that may affect these plants, animals or their habitats.

I acknowledge that it is my sole responsibility as the Applicant to comply with the provisions of the *Endangered Species Act, 2007, S. O. c.6.* This could require me to register an activity, get a permit or other authorization from the Ministry of the Environment, Conservation and Parks (MECP) prior to conducting an activity that could impact an endangered or threatened plant or animal or its habitat. I further acknowledge that any *Planning Act, R.S.O. 1990, c.P.13* approval given by the City of Windsor does not constitute an approval under the *Endangered Species Act*, nor does it absolve me from seeking the necessary authorization, approvals or permits from the MECP prior to conducting any activity that may affect endangered or threatened plant or animal or its habitat.

Additional information can be found at:

https://www.ontario.ca/page/development-and-infrastructure-projects-and-endangered-or-threatened-species

or by contacting MECP at SAROntario@ontario.ca

Acknowledgement

I acknowledge that I have read and understand the above statements:



Signature of Applicant or Agent

March 28, 2024

Date

END OF SCHEDULE A
COMPLETE SCHEDULE E ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE E – Environmental Site Screening Questionnaire

Previous Use of Property

☒ Residential ☐ Industrial ☐ Commercial ☐ Institutional
☐ Agricultural ☐ Parkland ☐ Vacant ☐ Other_____

a) If previous use of the property is Industrial or Commercial, specify use:

_____

b) Has the grading of the subject land been changed by adding earth or material? Has filling occurred on the subject land?

☐ Yes ☒ No ☐ Unknown

c) Has a gasoline station and/or automobile service station been located on the subject land or adjacent lands at any time?

☐ Yes ☒ No ☐ Unknown

d) Has there been petroleum or other fuel stored on the subject land or adjacent lands?

☐ Yes ☒ No ☐ Unknown

e) Are there or have there ever been underground storage tanks or buried waste on the subject land or adjacent lands?

☐ Yes ☒ No ☐ Unknown

f) Have the lands or adjacent lands ever been used as an agricultural operation where cyanide products may have been applied as pesticides and/or sewage sludge applied to the lands?

☐ Yes ☒ No ☐ Unknown

g) Have the lands or adjacent lands ever been used as a weapons firing range?

☐ Yes ☒ No ☐ Unknown

h) Is the nearest boundary line of the application within 500 metres (1,640 feet) of the boundary line of an operational/non-operational public or private waste disposal site, landfill or dump?

☐ Yes ☒ No ☐ Unknown

i) If there are existing or previously existing buildings on the subject lands, are there any building materials remaining on site which are potentially hazardous to public health (e.g., asbestos, PCB's)?

☐ Yes ☒ No ☐ Unknown

j) Is there reason to believe the subject lands may have been contaminated by existing or former uses on the site or adjacent sites?*

☐ Yes ☒ No ☐ Unknown

** Possible uses that can cause contamination include but are not limited to: operation of electrical transformer stations, disposal of waste minerals, raw material storage, and residues left in containers, maintenance activities and spills. Some commercial properties such as gasoline stations, automotive repair garages, and dry cleaning plants have similar potential. The longer a property is under industrial or similar use, the greater the potential for site contamination. Also, a series of different industrial or similar uses upon a site could potentially increase the number of chemicals that are present.*

k) If current or previous use of the property is Industrial or Commercial, or if YES to any of a) to j) above, attach a previous use inventory showing all former uses of the subject land, or if applicable, the land(s) adjacent to the subject lands.

SCHEDULE E CONTINUES ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE E - *CONTINUED*

Acknowledgement Clause

I hereby acknowledge that it is my responsibility to ensure that I am in compliance with all applicable laws, regulations, guidelines and the City's Official Plan policies pertaining to potentially contaminated sites, and to use all reasonable effort to identify the potential for contamination on the subject property.

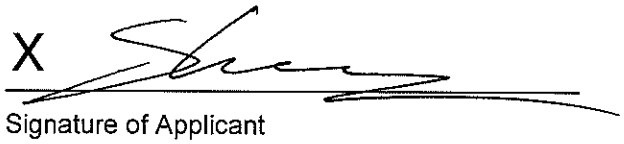
I acknowledge that as a condition of approval of this application that the City may require me to file a Record of Site Condition signed by a qualified person in the provincial Environmental Site Registry, and provide verification to the City of Windsor of acknowledgement of this Record of Site Condition by the Ministry of Environment.

I acknowledge that the City may require the qualified person signing the Record of Site Condition to submit to the City a Declaration acknowledging that the City of Windsor may rely on the statements in the Record of Site Condition.

I acknowledge that the City of Windsor is not responsible for the identification and/or remediation of contaminated sites, and I agree, whether in, through, or as a result of any action or proceeding for environmental clean-up of any damage or otherwise, I will not sue or make claim whatsoever against the City of Windsor, its officers, officials, employees or agents for or in respect of any loss, damage, injury or costs.

Andi Shallvari

Name of Applicant (print)

X 

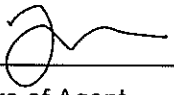
Signature of Applicant

March 28, 2024

Date

Pillon Abbs Inc.

Name of Agent (print)



Signature of Agent

March 28, 2024

Date

END OF SCHEDULE E

ZONING BY-LAW AMENDMENT APPLICATION

DO NOT COMPLETE BELOW – STAFF USE ONLY

Receipt and Assignment of Application

Date Received Stamp

This application has been assigned to:

- ☐ Adam Szymczak (AS)
- ☐ Brian Nagata (BN)
- ☐ Frank Garardo (FG)
- ☐ Tracy Tang (TT)
- ☐ Jim Abbs (JA)
- ☐ Justina Nwaesei (JN)
- ☐ Kevin Alexander (KA)
- ☐ Laura Strahl (LS)
- ☐ Simona Simion (SS)
- ☐ _____

Complete Application

This application is deemed complete on _____

Date

_____

Signature of Delegated Authority

- ☐ Neil Robertson, MCIP, RPP
  Manager of Urban Design
- ☐ Greg Atkinson, MCIP, RPP
  Manager of Development
- ☐ Thom Hunt, MCIP, RPP
  City Planner & Executive Director

Internal Information

Fee Paid: $_____ Receipt No: _____ Date: _____

Payment Type: ☐ Cash ☐ Certified Cheque ☐ Credit Card ☐ Personal Cheque

NEW Zoning File No. ZNG/_____ Z-_____

Previous Zoning File No. ZNG/_____ Z-_____

Related OPA File No. OPA/_____ OPA _____

Other File Numbers: _____

Notes: _____

_____

THIS IS THE LAST PAGE OF THE APPLICATION FORM

PLANNING DEPARTMENT – DEVELOPMENT DIVISION

Memo

To: City Clerk

From: City Planner/Executive Director

Date: May 2, 2024

Subject: TRANSMITTAL OF NEW FILE **Our File Number: Z-013/24 [ZNG/7201]**

RE: Application For: (X) Zoning Amendment ( ) Official Plan Amendment
( ) Part Lot Control ( ) Draft Plan of Subdivision/Condominium

---

Applicant: BAIRD AE INC.
Location: 0 & 285 GILES AVE. E.
Description: Application to amend Zoning By-law 8600 to permit the conversion of the existing vacant building to a combined use building with one commercial unit (150 square feet) and 46 dwelling units. An amendment to the zoning by-law is required to permit dwelling units on the same storey and below non-residential uses, reduced distance between a wall containing a habitable room, window and a parking area, and to permit parking off-site.

The ZONING AMENDMENT application submitted by BAIRD AE INC. for 0 & 285 GILES AVE. E. have been deemed as complete on MAY 1, 2024.

Enclosures:

(X) 1 copy of Application Form
( ) 1 copy of Drawings
( ) 1 copy of Site Plan

Thom Hunt, MCIP, RPP
City Planner, Executive Director

TH/nm

Office of the Commissioner of
Economic Development & Innovation

Thom Hunt, MCIP, RPP
City Planner/Executive Director

May 2, 2024

Baird AE Inc.
c/o Bryan Pearce
102-27 Princess St.,
Leamington, ON N8H 2X8

Dear Agent,

Re: ZONING BYLAW AMENDMENT APPLICATION
APPLICANT: BAIRD AE INC.
LOCATION: 0 & 285 GILES AVE. E.
FILE NO.: Z 013/24 [ZNG/7201]

This is to acknowledge receipt of the applications for a rezoning amendment which has been assigned the above-referenced file number. In accordance with the delegation authority as prescribed by By-Law 139-2013, the information and material required has been provided, therefore the application was deemed COMPLETE on May 1, 2024, and processing has begun.

You will be advised prior to the Development & Heritage Standing Committee and Council meetings of the position of the Planning Department on the application and the dates of the public meetings.

Please email me at lstrahl@citywindsor.ca, if you have any questions.

Sincerely,

Laura Strahl

Laura Strahl, MCIP, RPP
Planner II – Development Review

LS/nm

ZONING BY-LAW AMENDMENT APPLICATION

INSTRUCTIONS

Verify that you are using the most current application form.

Section 1: Before this application can be submitted, you must complete both Stage 1 and Stage 2 Planning Consultation Applications.

Section 2: During the Stage 2 process, any required studies must be completed and submitted for review and comment. The final studies for Stage 2 must be included with this application and the proposal must remain unchanged.

Section 3: Provide the full name, address, phone number, fax number and email address of the applicant, agent, and registered owner. If any of these are a corporation, provide the full corporate name. Include the full name of the contact person. If there is more than one person, corporation, or registered owner, use additional sheets.

Section 4: Indicate if you are submitting other companion applications with this application. Please note that an application to amend the Official Plan or an application for Plan of Subdivision/Condominium are the only applications that will be accepted for processing concurrently with a Zoning Amendment.

Section 5: Provide information about the subject land. This information is used to determine supporting information requirements and to assist in the review of the application.

Section 6: Indicate the amendment, proposed uses and describe the nature and extent of the amendment being requested. Indicate why the amendment is being requested and how it is consistent with the Provincial Policy Statement and conforms to the City of Windsor Official Plan.

Section 7: If there are any existing buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows this information.

Section 8: If you propose to build any buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows the information.

Section 9: Indicate how the property is accessed. Check all boxes that apply.

Section 10: Provide information about water service, sanitary sewage disposal, and storm drainage.

Section 11: Provide a sketch of the subject land showing, in metric units, the items listed or indicate if this information is provided on an existing plan or a conceptual site plan.

Section 12: Please refer to the Stage 2 Planning Consultation letter for details regarding the fees needing to be paid.

Section 13: Explain your proposed strategy for consulting with the public with respect to the application.

Section 14: Complete and sign in the presence of a Commissioner of Taking Affidavits.

Other: Read, complete in full, and sign Schedules A & E.

Submit application form, supporting information, and application fee to Senior Steno Clerk at Planning & Development Services, Suite 210, 350 City Hall Square West, Windsor ON N9A 6S1 or planningdept@citywindsor.ca

TYPE OF REZONING AMENDMENT

DATE RECEIVED STAMP

The type of amendment is stated in the Stage 2 Consultation letter.

Minor Zoning Amendment:

- Site zoned commercial, institutional, or manufacturing
  – Addition to the list of permitted uses
- Site already zoned
  – Change to existing regulations or to zoning district boundary to match lot lines
- Site designated in the Official Plan for residential use
  – Rezoning to accommodate a maximum of six dwelling units
- Site designated in the Official Plan for the proposed use other than residential
  – Site-specific zoning for a site with a lot area of less than 1,000.0 m^2

Major Zoning Amendment: Any other amendment not listed as minor.

ZONING BY-LAW AMENDMENT APPLICATION

ZONING BY-LAW AMENDMENT PROCESS

The application will be terminated without notice after 60 days of inactivity. The following is for your information only. Review the Planning Act and relevant regulations for statutory requirements. The processing of the application is subject to change. Direct all questions to the assigned Planner. The process is generally as follows:

1. The application is reviewed to ensure all prescribed and required information and the fee have been submitted. Within 30 days of the receipt of the application, you will be notified in writing that the application is deemed incomplete or complete.
2. If deemed incomplete, the application and fee will be returned. If deemed complete, fees are not refundable, the application is circulated to departments and external agencies for review and comment, and all submitted documents are made available to the public.
3. Following circulation, a draft staff report containing a recommendation and any conditions is prepared. The City Planner and other staff review the draft staff report.
4. When the staff report is approved by appropriate municipal staff, it will be scheduled for a future meeting of the Development and Heritage Standing Committee (DHSC).
5. The DHSC meeting is the public meeting required by the Planning Act. Public notice of the DHSC meeting is advertised in the Windsor Star, a local newspaper, at least 20 days in advance of the DHSC meeting. A courtesy notice may be mailed to property owners and/or tenants within 120 metres or more of the subject land.
6. 10 days prior to the DHSC meeting, the staff report is circulated to the applicant and DHSC members and made available to the public. All supporting documentation submitted by the applicant is available for review.
7. At the DHSC meeting, a staff planner may make a presentation. The applicant and other parties have an opportunity to provide verbal and/or written submissions. The DHSC may ask questions of staff, the applicant, agent, and other parties. The DHSC may decide to defer or recommend approval or denial of the application.
8. If deferred, the application along with any additional information or a new staff report will be considered at a future DHSC meeting. If recommended for approval or denial, the staff report, the minutes of the DHSC meeting, and the amending by-law are forwarded to City of Windsor Council for consideration at a future date. The applicant, agent and all interested parties will be notified by Council Services of the date, time, and location of the Council meeting. Call 311 or contact Council Services at 519-255-6211 or clerks@citywindsor.ca.
9. The application may be placed on the Consent Agenda of the Council Meeting, a part of the meeting where Council approves several matters with a single motion. If the application is not on the Consent Agenda, the staff planner may introduce the application, review the staff recommendation and any additional information provided to Council, and advise Council of any differences between the staff and DHSC recommendations. The applicant and other interested parties have an opportunity to make verbal and/or written submissions. Council may decide to approve, deny, or defer the application. If Council approves the application, the amending by-law may be approved at the same Council meeting, otherwise it will be approved at a future Council meeting.
10. When the amending by-law is passed, Council Services will mail a notice of the passing of the amending by-law to property owners and various public agencies within 15 days. There is a 20-day appeal period commencing the day after this notice is given. The notice will include the last day to file an appeal. An appeal is made to the Ontario Land Tribunal (OLT) through Council Services. If no appeal is filed, the amending by-law is final and binding as of the date of Council's passing of the by-law. Contact Council Services at 519-255-6211 or clerks@citywindsor.ca.
11. If the rezoning is subject to a holding symbol, it is the responsibility of the property owner to satisfy the conditions to remove the holding symbol, to apply, and to pay the fee to remove the holding symbol.

CONTACT INFORMATION

Planning & Development Services
Suite 210
350 City Hall Square West
Windsor ON N9A 6S1

Telephone: 519-255-6543
Fax: 519-255-6544
Email: planningdept@citywindsor.ca
Web Site: www.citywindsor.ca

ZONING BY-LAW AMENDMENT APPLICATION

1. PLANNING CONSULTATION – Completion of Stage 2

Planning Consultation (Stage 2 Application) must be completed before this application can be submitted.

Has the Planning Consultation Stage 2 Application been completed? NO ☐ YES ■ File Number: PC-16-24

Staff Use Only

_____ _____

Signature of Staff Planner Date of Consultation

☐ Jim Abbs	☐ Kevin Alexander	☐ Tracy Tang	☐ Frank Garardo
☐ Brian Nagata	☐ Justina Nwaesei	☐ Simona Simion	☐ Laura Strahl
☐ Adam Szymczak	☐ _____		

2. REQUIRED SUPPORTING INFORMATION as Identified in the Planning Consultation Stage 2 Process:

For each document, provide one paper copy, and where possible, one digital copy on a USB flash drive or by email. All drawings or plans shall be in letter size (8.5 x 11 inches) in JPG and PDF format. All other document shall be provided in Word and PDF format. **All PDF documents shall be flattened with no layers**.

The City of Windsor reserves the right to require additional supporting information during the processing of the application. All supporting information submitted is made available for public review.

If you are submitting a companion application submit only one set of documents.

Staff Use Only

☒ Deed or Offer to Purchase	☐ Corporation Profile Report	☒ Site Plan Conceptual *(see Section 8)*	☒ Sketch of Subject Land *(see Section 11)*
☐ Archaeological Assessment – Stage 1	☐ Built Heritage Impact Study	☐ Environmental Evaluation Report	☐ Environmental Site Assessment
☐ Floor Plan and Elevations	☐ Geotechnical Study	☐ Guideline Plan	☐ Lighting Study
☐ Market Impact Assessment	☐ Micro-Climate Study	☐ Noise Study	☐ Planning Rationale Report
☐ Record of Site Condition *(see Schedule E)*	☐ Sanitary Sewer Study	☐ Species at Risk Screening	☐ Storm Sewer Study
☐ Storm Water Retention Scheme	☐ Topographic Plan of Survey	☐ Transportation Impact Statement	☐ Transportation Impact Study
☐ Tree Preservation	☐ Tree Survey Study	☐ Urban Design Study	☐ Vibration Study
☐ Wetland Evaluation Study	Other Required Information: _____		

ZONING BY-LAW AMENDMENT APPLICATION

3. APPLICANT, REGISTERED OWNER, AND AGENT INFORMATION

Provide in full the name of the applicant, registered owner, and agent, the name of the contact person, and address, postal code, phone number, fax number and email address.

If the applicant or registered owner is a numbered company, provide the name of the principals of the company. If there is more than one applicant or registered owner, copy this page, complete in full and submit with this application.

All communication is with the Agent authorized by the Owner to file the application. If there is no Agent, all communication is with the Applicant.

Applicant

Name: Baird AE Inc. Contact: Bryan Pearce, Principal Planner
Name of Contact Person

Address: 102-27 Princess Street

Address: Leamington, Ontario Postal Code: N8H 2X8

Phone: 519-326-6161 x117 Fax:

Email: bpearce@bairdae.ca

Registered Owner ☐ Same as Applicant

Name: Bullet Investments Inc. Contact: Matt Baird, President
Name of Contact Person

Address: 102-27 Princess Street

Address: Leamington, Ontario Postal Code: N8H 2X8

Phone: 519-326-6161 x101 Fax:

Email: mbaird@bairdae.ca

Agent Authorized by the Owner to File the Application (Also complete Section A1 in Schedule A)

Name: Baird AE Inc. Contact: Bryan Pearce, Principal Planner
Name of Contact Person

Address: 102-27 Princess Street

Address: Leamington, Ontario Postal Code: N8H 2X8

Phone: 519-326-6161 x117 Fax:

Email: bpearce@bairdae.ca

4. COMPANION APPLICATIONS

Are you submitting a companion Official Plan Amendment application? NO ■ YES ☐

Are you submitting a companion Plan of Subdivision/Condominium application? NO ■ YES ☐

Please note that if a development proposal requires site plan approval, that application can only be submitted after the zoning amendment has been considered by City Council and the appeal period has concluded.

ZONING BY-LAW AMENDMENT APPLICATION

5. SUBJECT LAND INFORMATION

Municipal Address: Parcel 1: 285 Giles Avenue East (Site A on Concept Site Plan)
Parcel 2: 0 Giles Avenue East (Site B on Concept Site Plan)

Legal Description: Parcel 1: South Part Lots 18 and 19, Lot 20 and North Part Lot 21, Plan 110
Parcel 2: Part Park Lot 5, Plan 106

Assessment Roll Number: Parcel 1: 030-330-04700-0000
Parcel 2: 030-330-06400-0000

If known, the date the subject land was acquired by the current owner: _____

Frontage (m): 43.21 Depth (m): 50 Area (sq m): 6308.38

Official Plan Designation: Parcel 1: Mixed Use Corridor; Parcel 2: Open Space

Current Zoning: Parcels 1 and 2: Commercial District 2.2 (CD2.2)

Existing Uses: Parcel 1: Existing Office Building
Parcel 2: Existing Parking Lot

If known, the lengths of time that the existing uses have continued: unknown

Previous Uses: unknown

List the names and addresses of the holders of any mortgages, charges, or other encumbrances in respect of the subject land:

None

Are there any easements or restrictive covenants affecting the subject lands? NO ■ YES ☐

If yes, describe the easement or restrictive covenant and its effect:

None

If known, has the subject land ever been subject of: *(leave blank if unknown)*

An application for a Plan of Subdivision or Consent: NO ☐ YES ☐ File: _____

An application for an amendment to a Zoning By-law: NO ☐ YES ☐ File: _____

An application for approval of a Site Plan: NO ☐ YES ☐ SPC- _____

A Minister's Zoning Order (Ontario Regulation): NO ☐ YES ☐ OR#: _____

ZONING BY-LAW AMENDMENT APPLICATION

6. DESCRIPTION OF AMENDMENT

Amendment to Zoning By-law from: Commercial District 2.2 (CD2.2)

to: Commercial District 2.2 Site Specific Exception XX (CD2.2-XX)

Proposed uses of subject land: To convert and expand the existing 3 storey building into a combined use building, containing 1 commercial retail store unit (150 square metres), and 46 dwelling units above the retail on Parcel 1,with off-site parking facilities on Parcel 2.

Describe the nature and extent of the amendment(s) being requested:

Dwelling units below, at the same floor as the non-residential use within a combines use building.

Building wall containing a habitable room window or both a main pedestrian entrance & habitable room window facing the parking area - Required: 4.5m; Requested: 2.0m

Required parking for dwelling units required on-site, requesting off-site (property to the east of McDougall Street), containing 59 standard parking spaces.

Why is this amendment or these amendments being requested?

To facilitate the adaptive reuse of the existing building, by adding residential dwelling units, creating a mixed-use building.

Explain how the amendment to the Zoning By-law is consistent with the Provincial Policy Statement:

☐ See Planning Rationale Report Re-development is within the City of Windsor Settlement Area (ss. 1.13); provide additional housing within the South Central Planning District (ss. 1.4); and utilizes existing infrastructure (ss. 1.6)

Explain how the application conforms to the City of Windsor Official Plan:

☐ See Planning Rationale Report Re-development is within the Mixed Use Corridor Land Use Designation.

Promotes having both commercial and residential land uses within a combined use building.

Road allowance widening being requested for both collector roads, with associated corner cut offs.

If this application is to remove land from an area of employment, details of the official plan or official plan amendment that deals with this matter:

☐ See Planning Rationale Report ☐ See Official Plan Amendment

The conversion will lessen the commercial component of the existing building, that has been under utilized for a number of years.

ZONING BY-LAW AMENDMENT APPLICATION

7. EXISTING BUILDINGS / STRUCTURES ON SUBJECT LAND

Are there any buildings or structures on the subject land?

☐ NO Continue to Section 8

☒ YES Indicate the type of building or structure, the date of construction (if known), and, in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure and its dimensions or floor area.

☒ See attached Existing Plan or Sketch of Subject Land

Existing commercial building.

Constructed in late 1950s, followed by easterly addition in 1990s.

Refer to concept drawings for details.

8. PROPOSED BUILDINGS / STRUCTURES ON SUBJECT LAND

Do you propose to build any buildings or structures on the subject land?

☒ NO Continue to Section 9

☐ YES Indicate the type of building or structure and, in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure, and its dimensions or floor area.

☒ See attached concept plan

Please note that a portion of the building is to be enclosed on the east side, please refer to concept drawings for details.

ZONING BY-LAW AMENDMENT APPLICATION

9. ACCESS TO SUBJECT LAND

Indicate if access to subject land is by: *(check all that apply)*

☑ Municipal Road ☐ Provincial Highway ☐ Another public road or a right-of-way

☐ Water - If access to the subject land is by water only, describe the parking and docking facilities used or to be used and provide the approximate distance in metric of these facilities from the subject land and the nearest public road:

Existing Driveway Entrance Accesses will be maintained - Parcel 1 via McDougall Street; Parcel 2 - Giles Boulevard East and McDougall Street.

10. WATER, SANITARY SEWAGE AND STORM DRAINAGE

WATER – Indicate whether water will be provided to the subject land by:

☑ Publicly owned & operated piped water system

☐ Privately owned & operated individual well

☐ Privately owned & operated communal well

☐ Other _____

SANITARY - Indicate whether sewage disposal will be provided to the subject land by:

☑ Publicly owned & operated sanitary sewage system

☐ Privately owned & operated individual septic system - See Note below

☐ Privately owned & operated communal septic system - See Note below

☐ Other _____

Note: If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4,500 litres of effluent would be produced per day as a result of the development being completed, you must submit a Servicing Options Report and a Hydrogeological Report.

STORM DRAINAGE - Indicate whether storm drainage will be provided by:

☑ Sewers ☐ Ditches ☐ Swales ☐ Other _____

ZONING BY-LAW AMENDMENT APPLICATION

11. SKETCH OF SUBJECT LAND

Provide a sketch showing, in metric units,

a) the boundaries and dimensions of the subject land;

b) the location, size, and type of all existing and proposed buildings and structures on the subject land, including their distance from the front lot line, rear lot line, and side lines;

c) the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that are located on the subject land and on land that is adjacent to it, and in the applicant's opinion, may affect the application;

d) the current uses of all land that is adjacent to the subject land;

e) the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road, or a right of way;

f) if access to the subject land will be water only, the location of the parking and docking facilities to be used; and

g) the location and nature of any easement affecting the subject land.

12. APPLICATION FEE & OTHER FEES

The amendment type and corresponding application fees are identified in the Planning Consultation Stage 2 process.

Fees may be subject to change and are not refundable once the application is deemed complete. Method of payment: Cash, Mastercard, Visa or Certified Cheque or Personal Cheque payable to The Corporation of the City of Windsor. If paying by Mastercard or Visa, contact the Senior Steno Clerk for further direction at planningdept@citywindsor.ca or 519-255-6543.

APPLICATION FEE

Amendment Type	*Code*	☐ Minor Rezoning	■ Major Rezoning
Base Fee	*53001*	$4,347.00	$5,837.40
GIS Fee	*63024*	+ $50.00	+ $50.00
Essex Region Conservation Authority Fee	*53023*	+ $200.00	+ $300.00
Total Application Fee		**= $4,597.00**	**= $6,187.40**

The following fees are provided for information purposes. They are not due at this time but may be assessed depending on the type(s) of applications associated with the development proposal

OTHER FEES

Re-Notification/Deferral Fee *Code 53016* $2,258.40
Required when an applicant requests a deferral after notice of a public meeting has been given.

Legal Fee - Servicing Agreement *Code 63002* $597.64 plus $50 per unit, lot, or block
Required when the preparation of a servicing agreement is a condition of approval.

Removal of the Holding Symbol Application *Code 53001* $1,536.00
It is the responsibility of the property owner to satisfy the conditions to remove the holding symbol and to apply and fee to remove the holding symbol.

Ontario Land Tribunal (OLT) Appeal Fee $1,100.00
An appeal is made through Council Services (519-255-6211 or clerks@citywindsor.ca). Fees, forms, and processes are subject to change. Visit https://olt.gov.on.ca for additional information

13. PROPOSED PUBLIC CONSULTATION STRATEGY

Select or describe your proposed strategy for consulting with the public with respect to the application:

☑ Required Public Consultation (Public Notice & Public Meeting as required per the Planning Act)

☑ Open House ☐ Website ☐ Other _____

Open House occurred on January 9, 2024. Please refer to Open House Report.

14. SWORN DECLARATION OF APPLICANT

Complete in the presence of a Commissioner for Taking Affidavits. If the declaration is to be administered remotely, you must be able to see, hear and communicate with the Commissioner and show documentation that confirms your identity.

I, Bryan Pearce, Principal Planner, Baird AE Inc., solemnly declare that the information required under Schedule 1 to Ontario Regulation 545/06 and provided by the applicant is accurate and that the information contained in the documents that accompany this application is accurate, that if this declaration was administered remotely that it was in accordance with Ontario Regulation 431/20, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.

Bryan Pearce

Signature of Applicant

Sign in the presence of a Commissioner For Taking Affidavits

Municipality of Leamington

Location of Applicant at time of declaration

☑ This declaration was administered remotely in accordance with Ontario Regulation 431/20

Declared before me _____ at the City of Windsor

Signature of Commissioner *Location of Commissioner*

this 23 day of April, 2024

day *month* *year*

PLACE AN IMPRINT OF YOUR STAMP BELOW

READ & COMPLETE SCHEDULES A & E IN FULL & SIGN

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements

A1. Authorization of Registered Owner for Agent to Make the Application

If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the agent is authorized to make the application must be included with this application form or the authorization below must be completed.

I, Matt Baird, President, Bullet Investments Inc., am the registered owner of the land that is
Name of Registered Owner

subject of this application for an amendment to the City of Windsor Zoning By-law and I authorize

Bryan Pearce, Principal Planner, Baird AE Inc. to make this application on my behalf.
Name of Agent



Signature of Registered Owner

April 23, 2024
Date

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, Matt Baird, President, Bullet Investments Inc.,
Name of Registered Owner

hereby authorize the Development and Heritage Standing Committee or their successor, City Council, and staff of The Corporation of the City of Windsor to enter upon the subject lands and premises described in Section 5 of the application form for the purpose of evaluating the merits of this application and subsequently to conduct any inspections on the subject lands that may be required as a condition of approval. This is their authority for doing so.



Signature of Registered Owner

April 23, 2024
Date

If Corporation – I have authority to bind the corporation

SCHEDULE A CONTINUES ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements - *Continued*

A3. Acknowledgements

Receipt, Fees, Additional Information, Termination, and Freedom of Information

I acknowledge that receipt of this application by the City of Windsor does not guarantee it to be a complete application, that further review of the application will occur, and that I may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted.

I further acknowledge that after the application is deemed complete, fees are not refundable, additional information may be requested, and that after 60 days of inactivity the City of Windsor may terminate the application without notice.

I further acknowledge that pursuant to the provisions of the Planning Act and the Municipal Freedom of Information and Protection of Privacy Act, this application and all material and information provided with this application are made available to the public.

Species at Risk

Ontario's *Endangered Species Act* protects endangered and threatened species — animals and plants in decline and at risk of disappearing from the province by restricting activities that may affect these plants, animals or their habitats.

I acknowledge that it is my sole responsibility as the Applicant to comply with the provisions of the *Endangered Species Act, 2007, S. O. c.6*. This could require me to register an activity, get a permit or other authorization from the Ministry of the Environment, Conservation and Parks (MECP) prior to conducting an activity that could impact an endangered or threatened plant or animal or its habitat. I further acknowledge that any *Planning Act*, *R.S.O. 1990, c.P.13* approval given by the City of Windsor does not constitute an approval under the *Endangered Species Act*, nor does it absolve me from seeking the necessary authorization, approvals or permits from the MECP prior to conducting any activity that may affect endangered or threatened plant or animal or its habitat.

Additional information can be found at:

https://www.ontario.ca/page/development-and-infrastructure-projects-and-endangered-or-threatened-species

or by contacting MECP at SAROntario@ontario.ca

Acknowledgement

I acknowledge that I have read and understand the above statements:

Bryan Pearce, Principal Planner, Baird AE Inc.	April 23, 2024
Signature of Applicant or Agent	Date

END OF SCHEDULE A
COMPLETE SCHEDULE E ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE E – Environmental Site Screening Questionnaire

Previous Use of Property

☐ Residential ☐ Industrial ☒ Commercial ☐ Institutional

☐ Agricultural ☐ Parkland ☐ Vacant ☐ Other_____

a) If previous use of the property is Industrial or Commercial, specify use:

Automobile Service, prescription servicing business, insurance company office use. ESA currently underway.

b) Has the grading of the subject land been changed by adding earth or material? Has filling occurred on the subject land?

☐ Yes ☐ No ☒ Unknown

c) Has a gasoline station and/or automobile service station been located on the subject land or adjacent lands at any time?

☒ Yes ☐ No ☐ Unknown

d) Has there been petroleum or other fuel stored on the subject land or adjacent lands?

☒ Yes ☐ No ☐ Unknown

e) Are there or have there ever been underground storage tanks or buried waste on the subject land or adjacent lands?

☒ Yes ☐ No ☐ Unknown

f) Have the lands or adjacent lands ever been used as an agricultural operation where cyanide products may have been applied as pesticides and/or sewage sludge applied to the lands?

☐ Yes ☐ No ☒ Unknown

g) Have the lands or adjacent lands ever been used as a weapons firing range?

☐ Yes ☐ No ☒ Unknown

h) Is the nearest boundary line of the application within 500 metres (1,640 feet) of the boundary line of an operational/non-operational public or private waste disposal site, landfill or dump?

☐ Yes ☒ No ☐ Unknown

i) If there are existing or previously existing buildings on the subject lands, are there any building materials remaining on site which are potentially hazardous to public health (e.g., asbestos, PCB's)?

☒ Yes ☐ No ☐ Unknown

j) Is there reason to believe the subject lands may have been contaminated by existing or former uses on the site or adjacent sites?*

☒ Yes ☐ No ☐ Unknown

** Possible uses that can cause contamination include but are not limited to: operation of electrical transformer stations, disposal of waste minerals, raw material storage, and residues left in containers, maintenance activities and spills. Some commercial properties such as gasoline stations, automotive repair garages, and dry cleaning plants have similar potential. The longer a property is under industrial or similar use, the greater the potential for site contamination. Also, a series of different industrial or similar uses upon a site could potentially increase the number of chemicals that are present.*

k) If current or previous use of the property is Industrial or Commercial, or if YES to any of a) to j) above, attach a previous use inventory showing all former uses of the subject land, or if applicable, the land(s) adjacent to the subject lands.

SCHEDULE E CONTINUES ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE E - *CONTINUED*

Acknowledgement Clause

I hereby acknowledge that it is my responsibility to ensure that I am in compliance with all applicable laws, regulations, guidelines and the City's Official Plan policies pertaining to potentially contaminated sites, and to use all reasonable effort to identify the potential for contamination on the subject property.

I acknowledge that as a condition of approval of this application that the City may require me to file a Record of Site Condition signed by a qualified person in the provincial Environmental Site Registry, and provide verification to the City of Windsor of acknowledgement of this Record of Site Condition by the Ministry of Environment.

I acknowledge that the City may require the qualified person signing the Record of Site Condition to submit to the City a Declaration acknowledging that the City of Windsor may rely on the statements in the Record of Site Condition.

I acknowledge that the City of Windsor is not responsible for the identification and/or remediation of contaminated sites, and I agree, whether in, through, or as a result of any action or proceeding for environmental clean-up of any damage or otherwise, I will not sue or make claim whatsoever against the City of Windsor, its officers, officials, employees or agents for or in respect of any loss, damage, injury or costs.

Bryan Pearce, Principal Planner, Baird AE Inc.

Name of Applicant (print)

B. Pearce

Signature of Applicant

April 23, 2024

Date

Bryan Pearce, Principal Planner, Baird AE Inc.

Name of Agent (print)

B. Pearce

Signature of Agent

April 23, 2024

Date

END OF SCHEDULE E

ZONING BY-LAW AMENDMENT APPLICATION

DO NOT COMPLETE BELOW – STAFF USE ONLY

Receipt and Assignment of Application

Date Received Stamp

This application has been assigned to:

- ☐ Adam Szymczak (AS)
- ☐ Brian Nagata (BN)
- ☐ Frank Garardo (FG)
- ☐ Tracy Tang (TT)
- ☐ Jim Abbs (JA)
- ☐ Justina Nwaesei (JN)
- ☐ Kevin Alexander (KA)
- ☐ Laura Strahl (LS)
- ☐ Simona Simion (SS)
- ☐ _____

Complete Application

This application is deemed complete on _____

Date

_____

Signature of Delegated Authority

- ☐ Neil Robertson, MCIP, RPP
  Manager of Urban Design
- ☐ Greg Atkinson, MCIP, RPP
  Manager of Development
- ☐ Thom Hunt, MCIP, RPP
  City Planner & Executive Director

Internal Information

Fee Paid: $_____ Receipt No: _____ Date: _____

Payment Type: ☐ Cash ☐ Certified Cheque ☐ Credit Card ☐ Personal Cheque

NEW Zoning File No. ZNG/_____ Z-_____

Previous Zoning File No. ZNG/_____ Z-_____

Related OPA File No. OPA/_____ OPA _____

Other File Numbers:_____

Notes:_____

_____

THIS IS THE LAST PAGE OF THE APPLICATION FORM

PLANNING DEPARTMENT – DEVELOPMENT DIVISION

Memo

To: City Clerk

From: City Planner/Executive Director

Date: May 2, 2024

Subject: TRANSMITTAL OF NEW FILE

Our File Number: SDN-001/24 [SND-7194] & Z-012/24 [ZNG/7195]

RE: Application For: (X) Zoning Amendment ( ) Official Plan Amendment
( ) Part Lot Control (X) Draft Plan of Subdivision/Condominium

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Applicant: 2863167 ONTARIO INC.
Location: 4170 & 4190 SIXTH CONCESSION RD.
Description: Application to amend the Zoning By-law from RD1.2 to RD2.3 to permit townhouse dwellings and facilitate the development of five townhouse dwellings containing a total of 27 dwelling units with frontage provided on a proposed new street.

The PLAN OF SUBDIVISION & ZONING AMENDMENT application submitted by 2863167 ONTARIO INC. for 4170 & 4190 SIXTH CONCESSION ROAD have been deemed as complete on APRIL 19, 2024.

Enclosures:

(X) 1 copy of Application Form
( ) 1 copy of Drawings
(X) 1 copy of Site Plan

Thom Hunt, MCIP, RPP
City Planner, Executive Director

TH/nm

Office of the Commissioner of
Economic Development & Innovation

Thom Hunt, MCIP, RPP
City Planner/Executive Director

April 26, 2024

Storey Samways Planning Ltd.
c/o David French
55 Forest St., Suite N
Chatham, ON N7L 1Z9

Dear Agent,

Re: SUBDIVISION & ZONING BYLAW AMENDMENT APPLICATION
APPLICANT: 2863167 ONTARIO INC.
LOCATION: 4170 & 4190 SIXTH CONCESSION RD.
FILE NO.: SDN-001/24 [SDN-7194] & Z012/24 [ZNG/7195]

This is to acknowledge receipt of the applications for a rezoning amendment which has been assigned the above-referenced file number. In accordance with the delegation authority as prescribed by By-Law 139-2013, the information and material required has been provided, therefore the application was deemed COMPLETE on April 19, 2024, and processing has begun.

You will be advised prior to the Development & Heritage Standing Committee and Council meetings of the position of the Planning Department on the application and the dates of the public meetings.

Please email me at jnwaesei@citywindsor.ca, if you have any questions.

Sincerely,

Justina Nwaesei, MCIP, RPP
Planner III – Development Review

JN/nm

ZONING BY-LAW AMENDMENT APPLICATION

INSTRUCTIONS

Verify that you are using the most current application form.

Section 1: Pre-Submission consultation with a staff Planner is mandatory per By-law 199-2007. If you do not have a valid Pre-Submission Letter, you must meet with a staff Planner who must sign and date this section.

Section 2: During Pre-Submission consultation a staff Planner will indicate what supporting information must be submitted with the application.

Section 3: Provide the full name, address, phone number, fax number and email address of the applicant, agent, and registered owner. If any of these are a corporation, provide the full corporate name. Include the full name of the contact person. If there is more than one person, corporation, or registered owner, use additional sheets.

Section 4: Indicate if you are submitting other companion applications with this application.

Section 5: Provide information about the subject land. This information is used to determine supporting information requirements and to assist in the review of the application.

Section 6: Indicate the amendment, proposed uses and describe the nature and extent of the amendment being requested. Indicate why the amendment is being requested and how it is consistent with the Provincial Policy Statement and conforms to the City of Windsor Official Plan. If this information is in a Planning Rationale Report, check the box beside "See Planning Rationale Report".

Section 7: If there are any existing buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows this information.

Section 8: If you propose to build any buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows the information.

Section 9: Indicate how the property is accessed. Check all boxes that apply.

Section 10: Provide information about water service, sanitary sewage disposal, and storm drainage.

Section 11: Provide a sketch of the subject land showing, in metric units, the items listed or indicate if this information is provided on an existing plan or a conceptual site plan.

Section 12: Check the appropriate box based on a valid Pre-Submission Letter or pre-submission consultation.

Section 13: Explain your proposed strategy for consulting with the public with respect to the application.

Section 14: Complete and sign in the presence of a Commissioner of Taking Affidavits.

Other: Read, complete in full, and sign Schedules A & E.

Submit application form, supporting information, and application fee to Senior Steno Clerk at Planning & Development Services, Suite 210, 350 City Hall Square West, Windsor ON N9A 6S1 or planningdept@citywindsor.ca

TYPE OF REZONING AMENDMENT

DATE RECEIVED STAMP

The type of amendment is determined by the City Planner or their designate.

Minor Zoning Amendment

- Site zoned commercial, institutional, or manufacturing
  – Addition to the list of permitted uses
- Site already zoned
  – Change to existing regulations or to zoning district boundary to match lot lines
- Site designated in the Official Plan for residential use
  – Rezoning to accommodate a maximum of six dwelling units
- Site designated in the Official Plan for the proposed use other than residential
  – Site-specific zoning for a site with a lot area of less than 1,000.0 m^2

Major Zoning Amendment

- Any other amendment not listed as minor.

ZONING BY-LAW AMENDMENT APPLICATION

ZONING BY-LAW AMENDMENT PROCESS

The application will be terminated without notice after 60 days of inactivity. The following is for your information only. Review the Planning Act and relevant regulations for statutory requirements. The processing of the application is subject to change. Direct all questions to the assigned Planner. The process is generally as follows:

1. The application is reviewed to ensure all prescribed and required information and the fee have been submitted. Within 30 days of the receipt of the application, you will be notified in writing that the application is deemed incomplete or complete.
2. If deemed incomplete, the application and fee will be returned. If deemed complete, fees are not refundable, the application is circulated to departments and external agencies for review and comment, and all submitted documents are made available to the public.
3. Following circulation, a draft staff report containing a recommendation and any conditions is prepared. The City Planner and other staff review the draft staff report.
4. When the staff report is approved by appropriate municipal staff, it will be scheduled for a future meeting of the Development and Heritage Standing Committee (DHSC).
5. The DHSC meeting is the public meeting required by the Planning Act. Public notice of the DHSC meeting is advertised in the Windsor Star, a local newspaper, at least 20 days in advance of the DHSC meeting. A courtesy notice may be mailed to property owners and/or tenants within 120 metres or more of the subject land.
6. 10 days prior to the DHSC meeting, the staff report is circulated to the applicant and DHSC members and made available to the public. All supporting documentation submitted by the applicant is available for review.
7. At the DHSC meeting, a staff planner may make a presentation. The applicant and other parties have an opportunity to provide verbal and/or written submissions. The DHSC may ask questions of staff, the applicant, agent, and other parties. The DHSC may decide to defer or recommend approval or denial of the application.
8. If deferred, the application along with any additional information or a new staff report will be considered at a future DHSC meeting. If recommended for approval or denial, the staff report, the minutes of the DHSC meeting, and the amending by-law are forwarded to City of Windsor Council for consideration at a future date. The applicant, agent and all interested parties will be notified by Council Services of the date, time, and location of the Council meeting. Call 311 or contact Council Services at 519-255-6211 or clerks@citywindsor.ca.
9. The application may be placed on the Consent Agenda of the Council Meeting, a part of the meeting where Council approves several matters with a single motion. If the application is not on the Consent Agenda, the staff planner may introduce the application, review the staff recommendation and any additional information provided to Council, and advise Council of any differences between the staff and DHSC recommendations. The applicant and other interested parties have an opportunity to make verbal and/or written submissions. Council may decide to approve, deny, or defer the application. If Council approves the application, the amending by-law may be approved at the same Council meeting, otherwise it will be approved at a future Council meeting.
10. When the amending by-law is passed, Council Services will mail a notice of the passing of the amending by-law to property owners and various public agencies within 15 days. There is a 20-day appeal period commencing the day after this notice is given. The notice will include the last day to file an appeal. An appeal is made to the Ontario Land Tribunal (OLT) through Council Services. If no appeal is filed, the amending by-law is final and binding as of the date of Council's passing of the by-law. Contact Council Services at 519-255-6211 or clerks@citywindsor.ca.
11. If the rezoning is subject to a holding symbol, it is the responsibility of the property owner to satisfy the conditions to remove the holding symbol, to apply, and to pay the fee to remove the holding symbol.

CONTACT INFORMATION

Planning & Development Services
Suite 210
350 City Hall Square West
Windsor ON N9A 6S1

Telephone: 519-255-6543
Fax: 519-255-6544
Email: planningdept@citywindsor.ca
Web Site: www.citywindsor.ca

ZONING BY-LAW AMENDMENT APPLICATION

1. PRE-SUBMISSION CONSULTATION

By-law 199-2007 requires pre-submission consultation with a staff Planner to determine what supporting information is required, to verify fee payable, and to review the process. This application is incomplete unless you have a valid Pre-Submission Letter or a staff Planner signs below.

Valid Pre-Submission Letter? NO ☐ YES ☐ File Number: PS-_____

Staff Use Only

_____ _____

Signature of Staff Planner Date of Consultation

☐ Jim Abbs	☐ Kevin Alexander	☐ Greg Atkinson	☐ Frank Garardo
☐ Brian Nagata	☐ Justina Nwaesei	☐ Simona Simion	☐ Laura Strahl
☐ Adam Szymczak	☐ _____		

2. REQUIRED SUPPORTING INFORMATION *(To be completed by a staff Planner)*

Unless you have a valid Pre-Submission Letter, a staff Planner will indicate below what supporting information must be submitted with the application during pre-submission consultation. The City of Windsor reserves the right to require additional supporting information during the processing of the application. All supporting information submitted is made available for public review.

For each document, provide one paper copy, and where possible, one digital copy on a CD or USB flash drive. All drawings or plans shall be in letter size (8.5 x 11 inches) in JPG and PDF format. All other document shall be provided in Word and PDF format. **All PDF documents shall be flattened with no layers.**

If you are submitting a companion application submit only one set of documents.

☒ Deed or Offer to Purchase	☐ Corporation Profile Report	☒ Site Plan Conceptual *(see Section 8)*	☒ Sketch of Subject Land *(see Section 11)*
☐ Archaeological Assessment – Stage 1	☐ Built Heritage Impact Study	☐ Environmental Evaluation Report	☐ Environmental Site Assessment
☐ Floor Plan and Elevations	☐ Geotechnical Study	☐ Guideline Plan	☐ Lighting Study
☐ Market Impact Assessment	☐ Micro-Climate Study	☐ Noise Study	☐ Planning Rationale Report
☐ Record of Site Condition *(see Schedule E)*	☐ Sanitary Sewer Study	☐ Species at Risk Screening	☐ Storm Sewer Study
☐ Storm Water Retention Scheme	☐ Topographic Plan of Survey	☐ Transportation Impact Statement	☐ Transportation Impact Study
☒ Tree Preservation	☐ Tree Survey Study	☐ Urban Design Study	☐ Vibration Study
☐ Wetland Evaluation Study	Other Required Information: _____		

ZONING BY-LAW AMENDMENT APPLICATION

3. APPLICANT, REGISTERED OWNER, AND AGENT INFORMATION

Provide in full the name of the applicant, registered owner, and agent, the name of the contact person, and address, postal code, phone number, fax number and email address.

If the applicant or registered owner is a numbered company, provide the name of the principals of the company. If there is more than one applicant or registered owner, copy this page, complete in full and submit with this application.

All communication is with the Agent authorized by the Owner to file the application. If there is no Agent, all communication is with the Applicant.

Applicant

Name: 2863167 ONTARIO INC. Contact: PAWAN KHICHI
Name of Contact Person

Address: 1436 HELSINKI COURT

Address: WINDSOR Postal Code: N9G 0B4

Phone: 416-705-6637 Fax:

Email: Pawan Khichi <PKhichi@avanihomes.com>

Registered Owner ☒ Same as Applicant

Name: Contact:
Name of Contact Person

Address:

Address: Postal Code:

Phone: Fax:

Email:

Agent Authorized by the Owner to File the Application (Also complete Section A1 in Schedule A)

Name: STOREY SAMWAYS PLANNING LTD. Contact: DAVID FRENCH
Name of Contact Person

Address: 55 FOREST STREET, SUITE N

Address: CHATHAM, ON Postal Code: N7L 1Z9

Phone: 519-354-4351 Fax:

Email: DAVIDF@STOREYSAMWAYS.CA

4. COMPANION APPLICATIONS

Are you submitting a companion Official Plan Amendment application?	NO ☐	YES ☐
Are you submitting a companion Plan of Subdivision/Condominium application?	NO ☐	YES ☒
Are you submitting a companion Site Plan Control application?	NO ☐	YES ☐

ZONING BY-LAW AMENDMENT APPLICATION

5. SUBJECT LAND INFORMATION

Municipal Address: 4170 & 4190 SIXTH CONCESSION ROAD, WINDSOR

Legal Description: PART OF LOT 13, CONCESSION 6, SANDWICH EAST

Assessment Roll Number: 070-150-00520 & 070-150-00510

If known, the date the subject land was acquired by the current owner: NOVEMBER 24 & 25, 2021

Frontage (m) _____ Depth (m) _____ Area (sq m) _____

Official Plan Designation: LOW PROFILE RESIDENTIAL, SCHEDULE NR2-7, NORTH ROSELAND PLANNING AREA

Current Zoning: RESIDENTIAL DISTRICT 1.2 (RD1.2)

Existing Uses: 4170 - RESIDENTIAL
4190 - RESIDENTIAL

If known, the lengths of time that the existing uses have continued: UNKNOWN

Previous Uses: UNKNOWN

List the names and addresses of the holders of any mortgages, charges, or other encumbrances in respect of the subject land:

Are there any easements or restrictive covenants affecting the subject lands? NO ☒ YES ☐

If yes, describe the easement or restrictive covenant and its effect:

If known, has the subject land ever been subject of: *(leave blank if unknown)*

An application for a Plan of Subdivision or Consent: NO ☐ YES ☐ File: _____

An application for an amendment to a Zoning By-law: NO ☐ YES ☐ File: _____

An application for approval of a Site Plan: NO ☐ YES ☐ SPC- _____

A Minister's Zoning Order (Ontario Regulation): NO ☐ YES ☐ OR#: _____

ZONING BY-LAW AMENDMENT APPLICATION

6. DESCRIPTION OF AMENDMENT

Amendment to Zoning By-law from: RD1.2

to: RD2.3

Proposed uses of subject land: RESIDENTIAL - TOWNHOUSE DWELLINGS

Describe the nature and extent of the amendment(s) being requested:

REZONE TO RD2.3 TO PERMIT PROPOSED TOWNHOUSE DWELLINGS AND DWELLING UNITS.

Why is this amendment or these amendments being requested?

TO PERMIT THE PROPOSED NEW SUBDIVISION BUILDOUT.

Explain how the amendment to the Zoning By-law is consistent with the Provincial Policy Statement:

☒ See Planning Rationale Report The proposed subdivision is a clear example of residential intensification within an identified settlement area and provides additional housing types / options, and is able to make use of existing hard and social infrastructure to service the residents. The application is consistent with the PPS.

Explain how the application conforms to the City of Windsor Official Plan:

☒ See Planning Rationale Report Similar to the PPS, the proposal conforms to, and assists in implementing various housing policies within the Windsor OP. As well the North Roseland Planning Area policies supports the proposed low profile residential development, which includes on-street townhouses. The application conforms to the Windsor Official Plan.

If this application is to remove land from an area of employment, details of the official plan or official plan amendment that deals with this matter:

☐ See Planning Rationale Report ☐ See Official Plan Amendment

ZONING BY-LAW AMENDMENT APPLICATION

7. EXISTING BUILDINGS / STRUCTURES ON SUBJECT LAND

Are there any buildings or structures on the subject land?

☐ NO Continue to Section 8

■ YES Indicate the type of building or structure, the date of construction (if known), and, in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure and its dimensions or floor area.

☐ See attached Existing Plan or Sketch of Subject Land

Two existing dwellings and accessory structures to be removed.

8. PROPOSED BUILDINGS / STRUCTURES ON SUBJECT LAND

Do you propose to build any buildings or structures on the subject land?

☐ NO Continue to Section 9

■ YES Indicate the type of building or structure and, in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure, and its dimensions or floor area.

■ See attached Site Plan Conceptual

FIVE TOWNHOUSE DWELLINGS, CONTAINING 27 DWELLING UNITS. SEE ATTACHED DRAFT PLAN.

ZONING BY-LAW AMENDMENT APPLICATION

9. ACCESS TO SUBJECT LAND

Indicate if access to subject land is by: *(check all that apply)*

- [x] Municipal Road
- [ ] Provincial Highway
- [ ] Another public road or a right-of-way
- [ ] Water - If access to the subject land is by water only, describe the parking and docking facilities used or to be used and provide the approximate distance in metric of these facilities from the subject land and the nearest public road:

_____

_____

_____

10. WATER, SANITARY SEWAGE AND STORM DRAINAGE

WATER – Indicate whether water will be provided to the subject land by:

- [x] Publicly owned & operated piped water system
- [ ] Privately owned & operated individual well
- [ ] Privately owned & operated communal well
- [ ] Other _____

SANITARY - Indicate whether sewage disposal will be provided to the subject land by:

- [x] Publicly owned & operated sanitary sewage system
- [ ] Privately owned & operated individual septic system - See Note below
- [ ] Privately owned & operated communal septic system - See Note below
- [ ] Other _____

Note: If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4,500 litres of effluent would be produced per day as a result of the development being completed, you must submit a Servicing Options Report and a Hydrogeological Report.

STORM DRAINAGE - Indicate whether storm drainage will be provided by:

- [x] Sewers
- [ ] Ditches
- [ ] Swales
- [ ] Other _____

ZONING BY-LAW AMENDMENT APPLICATION

11. SKETCH OF SUBJECT LAND

Provide a sketch showing, in metric units,

a) the boundaries and dimensions of the subject land;

b) the location, size, and type of all existing and proposed buildings and structures on the subject land, including their distance from the front lot line, rear lot line, and side lines;

c) the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that are located on the subject land and on land that is adjacent to it, and in the applicant's opinion, may affect the application;

d) the current uses of all land that is adjacent to the subject land;

e) the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road, or a right of way;

f) if access to the subject land will be water only, the location of the parking and docking facilities to be used; and

g) the location and nature of any easement affecting the subject land.

12. APPLICATION FEE & OTHER FEES

The amendment type is determined by the City Planner or their designate.

Verify fees before submitting the application. Fees are subject to change and are not refundable when the application is deemed complete. Method of payment: Cash, Mastercard, Visa or Certified Cheque or Personal Cheque payable to The Corporation of the City of Windsor. If paying by Mastercard or Visa, contact the Senior Steno Clerk for further direction at planningdept@citywindsor.ca or 519-255-6543.

APPLICATION FEE

Amendment Type	*Code*	☐ Minor Rezoning	■ Major Rezoning
Base Fee	*53001*	$4,347.00	$5,837.40
GIS Fee	*63024*	+ $50.00	+ $50.00
Essex Region Conservation Authority Fee	*53023*	+ $200.00	+ $300.00
Total Application Fee		**= $4,597.00**	**= $6,187.40**

OTHER FEES

Re-Notification/Deferral Fee *Code 53016* $2,258.40
Required when an applicant requests a deferral after notice of a public meeting has been given.

Legal Fee - Servicing Agreement *Code 63002* $597.64 plus $50 per unit, lot, or block
Required when the preparation of a servicing agreement is a condition of approval.

Removal of the Holding Symbol Application *Code 53001* $1,536.00
It is the responsibility of the property owner to satisfy the conditions to remove the holding symbol and to apply and fee to remove the holding symbol.

Ontario Land Tribunal (OLT) Appeal Fee $1,100.00
An appeal is made through Council Services (519-255-6211 or clerks@citywindsor.ca). Fees, forms, and processes are subject to change. Visit https://olt.gov.on.ca for additional information

ZONING BY-LAW AMENDMENT APPLICATION

13. PROPOSED PUBLIC CONSULTATION STRATEGY

Select or describe your proposed strategy for consulting with the public with respect to the application:

☐ Required Public Consultation (Public Notice & Public Meeting as required per the Planning Act)

■ Open House ☐ Website ☐ Other OCCURRED NOVEMBER 9, 2022

PLEASE SEE ATTACHED INVITATION AND COMMENTS / RESPONSES

14. SWORN DECLARATION OF APPLICANT

Complete in the presence of a Commissioner for Taking Affidavits. If the declaration is to be administered remotely, you must be able to see, hear and communicate with the Commissioner and show documentation that confirms your identity.

I, PAWAN KHICHI, solemnly declare that the information required under Schedule 1 to Ontario Regulation 545/06 and provided by the applicant is accurate and that the information contained in the documents that accompany this application is accurate, that if this declaration was administered remotely that it was in accordance with Ontario Regulation 431/20, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.

Signature of Applicant

Sign in the presence of a Commissioner For Taking Affidavits

Windsor

Location of Applicant at time of declaration

☐ This declaration was administered remotely in accordance with Ontario Regulation 431/20

Declared before me _____ at the WINDSOR, ESSEX · ONTARIO.

Signature of Commissioner *Location of Commissioner*

this 05 day of April, 2024

day *month* *year*

PLACE AN IMPRINT OF YOUR STAMP BELOW

ISHAN BATRA
Barrister, Solicitor & Notary Public
BATRA LAW PROFESSIONAL CORPORATION
4917 Tecumseh Road East,
Windsor. Ontario. N8T1B9
Tel: 519-257-9363, Fax: 519-964-8600
Email: batra@batralaw.ca W: www.batralaw.ca

READ & COMPLETE SCHEDULES A & E IN FULL & SIGN

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements

A1. Authorization of Registered Owner for Agent to Make the Application

If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the agent is authorized to make the application must be included with this application form or the authorization below must be completed.

I, PAWAN KHICHI, am the registered owner of the land that is

Name of Registered Owner

subject of this application for an amendment to the City of Windsor Zoning By-law and I authorize

DAVID FRENCH (STOREYSAMWAYS PLANNING LTD.) to make this application on my behalf.

Name of Agent

Signature of Registered Owner — Date: April 5/24

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, PAWAN KHICHI,

Name of Registered Owner

hereby authorize the Development and Heritage Standing Committee or their successor, City Council, and staff of The Corporation of the City of Windsor to enter upon the subject lands and premises described in Section 5 of the application form for the purpose of evaluating the merits of this application and subsequently to conduct any inspections on the subject lands that may be required as a condition of approval. This is their authority for doing so.

Signature of Registered Owner — Date: April 5/24

If Corporation – I have authority to bind the corporation

SCHEDULE A CONTINUES ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements - *Continued*

A3. Acknowledgements

Receipt, Fees, Additional Information, Termination, and Freedom of Information

I acknowledge that receipt of this application by the City of Windsor does not guarantee it to be a complete application, that further review of the application will occur, and that I may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted.

I further acknowledge that after the application is deemed complete, fees are not refundable, additional information may be requested, and that after 60 days of inactivity the City of Windsor may terminate the application without notice.

I further acknowledge that pursuant to the provisions of the Planning Act and the Municipal Freedom of Information and Protection of Privacy Act, this application and all material and information provided with this application are made available to the public.

Species at Risk

Ontario's *Endangered Species Act* protects endangered and threatened species — animals and plants in decline and at risk of disappearing from the province by restricting activities that may affect these plants, animals or their habitats.

I acknowledge that it is my sole responsibility as the Applicant to comply with the provisions of the *Endangered Species Act, 2007, S. O. c.6.* This could require me to register an activity, get a permit or other authorization from the Ministry of the Environment, Conservation and Parks (MECP) prior to conducting an activity that could impact an endangered or threatened plant or animal or its habitat. I further acknowledge that any *Planning Act, R.S.O. 1990, c.P.13* approval given by the City of Windsor does not constitute an approval under the *Endangered Species Act,* nor does it absolve me from seeking the necessary authorization, approvals or permits from the MECP prior to conducting any activity that may affect endangered or threatened plant or animal or its habitat.

Additional information can be found at:

https://www.ontario.ca/page/development-and-infrastructure-projects-and-endangered-or-threatened-species

or by contacting MECP at SAROntario@ontario.ca

Acknowledgement

I acknowledge that I have read and understand the above statements:

Signature of Applicant or Agent

April 3/24

Date

END OF SCHEDULE A

COMPLETE SCHEDULE E ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE E – Environmental Site Screening Questionnaire

Previous Use of Property

- [x] Residential
- [ ] Industrial
- [ ] Commercial
- [ ] Institutional
- [ ] Agricultural
- [ ] Parkland
- [ ] Vacant
- [ ] Other_____

a) If previous use of the property is Industrial or Commercial, specify use:

_____

b) Has the grading of the subject land been changed by adding earth or material? Has filling occurred on the subject land?

- [ ] Yes
- [ ] No
- [x] Unknown

c) Has a gasoline station and/or automobile service station been located on the subject land or adjacent lands at any time?

- [ ] Yes
- [x] No
- [ ] Unknown

d) Has there been petroleum or other fuel stored on the subject land or adjacent lands?

- [ ] Yes
- [x] No
- [ ] Unknown

e) Are there or have there ever been underground storage tanks or buried waste on the subject land or adjacent lands?

- [ ] Yes
- [x] No
- [ ] Unknown

f) Have the lands or adjacent lands ever been used as an agricultural operation where cyanide products may have been applied as pesticides and/or sewage sludge applied to the lands?

- [ ] Yes
- [ ] No
- [x] Unknown

g) Have the lands or adjacent lands ever been used as a weapons firing range?

- [ ] Yes
- [x] No
- [ ] Unknown

h) Is the nearest boundary line of the application within 500 metres (1,640 feet) of the boundary line of an operational/non-operational public or private waste disposal site, landfill or dump?

- [ ] Yes
- [x] No
- [ ] Unknown

i) If there are existing or previously existing buildings on the subject lands, are there any building materials remaining on site which are potentially hazardous to public health (e.g., asbestos, PCB's)?

- [ ] Yes
- [ ] No
- [x] Unknown

j) Is there reason to believe the subject lands may have been contaminated by existing or former uses on the site or adjacent sites?*

- [ ] Yes
- [x] No
- [ ] Unknown

** Possible uses that can cause contamination include but are not limited to: operation of electrical transformer stations, disposal of waste minerals, raw material storage, and residues left in containers, maintenance activities and spills. Some commercial properties such as gasoline stations, automotive repair garages, and dry cleaning plants have similar potential. The longer a property is under industrial or similar use, the greater the potential for site contamination. Also, a series of different industrial or similar uses upon a site could potentially increase the number of chemicals that are present.*

k) If current or previous use of the property is Industrial or Commercial, or if YES to any of a) to j) above, attach a previous use inventory showing all former uses of the subject land, or if applicable, the land(s) adjacent to the subject lands.

SCHEDULE E CONTINUES ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE E - *CONTINUED*

Acknowledgement Clause

I hereby acknowledge that it is my responsibility to ensure that I am in compliance with all applicable laws, regulations, guidelines and the City's Official Plan policies pertaining to potentially contaminated sites, and to use all reasonable effort to identify the potential for contamination on the subject property.

I acknowledge that as a condition of approval of this application that the City may require me to file a Record of Site Condition signed by a qualified person in the provincial Environmental Site Registry, and provide verification to the City of Windsor of acknowledgement of this Record of Site Condition by the Ministry of Environment.

I acknowledge that the City may require the qualified person signing the Record of Site Condition to submit to the City a Declaration acknowledging that the City of Windsor may rely on the statements in the Record of Site Condition.

I acknowledge that the City of Windsor is not responsible for the identification and/or remediation of contaminated sites, and I agree, whether in, through, or as a result of any action or proceeding for environmental clean-up of any damage or otherwise, I will not sue or make claim whatsoever against the City of Windsor, its officers, officials, employees or agents for or in respect of any loss, damage, injury or costs.

Pawan Khicki

Name of Applicant (print)

Signature of Applicant

Date

DAVID FRENCH

Name of Agent (print)

David French

Digitally signed by David French
DN: cn=David French, o=Storey Samways Planning Ltd., ou=Planning, email=davidf@storeysamways.ca, c=CA
Date: 2022.12.20 14:35:22 -05'00'

Signature of Agent

December 12, 2022

Date

END OF SCHEDULE E

ZONING BY-LAW AMENDMENT APPLICATION

DO NOT COMPLETE BELOW – STAFF USE ONLY

Receipt and Assignment of Application

Date Received Stamp

This application has been assigned to:

- ☐ Adam Szymczak (AS)
- ☐ Brian Nagata (BN)
- ☐ Frank Garardo (FG)
- ☐ Greg Atkinson (GA)
- ☐ Jim Abbs (JA)
- ☐ Justina Nwaesei (JN)
- ☐ Kevin Alexander (KA)
- ☐ Laura Strahl (LS)
- ☐ Simona Simion (SS)
- ☐ _____

Complete Application

This application is deemed complete on _____

Date

_____

Signature of Delegated Authority

- ☐ Neil Robertson, MCIP, RPP
  Manager of Urban Design
- ☐ Michael Cooke, MCIP, RPP
  Manager of Planning Policy
- ☐ Thom Hunt, MCIP, RPP
  City Planner & Executive Director

Internal Information

Fee Paid: $_____ Receipt No: _____ Date: _____

Payment Type: ☐ Cash ☐ Certified Cheque ☐ Credit Card ☐ Personal Cheque

NEW Zoning File No. ZNG/_____ Z-_____

Previous Zoning File No. ZNG/_____ Z-_____

Related OPA File No. OPA/_____ OPA _____

Other File Numbers: _____

Notes: _____

_____

THIS IS THE LAST PAGE OF THE APPLICATION FORM

THE CITY OF WINDSOR
ONTARIO, CANADA

Office of the Commissioner of
Economic Development & Innovation
Planning & Development Services

SUBDIVISION/CONDOMINIUM APPLICATION

INSTRUCTIONS

Verify that you are using the most current application form.

This application is valid for: Plan of Subdivision, Plan of Condominium, Condominium Conversion, Extension of Draft Approval, Amendment to Draft Approval, Final Approval & Registration, Amendment to Agreement, or Amalgamation of Condominium Corporation. Discuss with a staff Planner to determine what must be completed for the application type.

Section 1: Pre-Submission consultation with a staff Planner is mandatory per By-law 199-2007. If you do not have a valid Pre-Submission Letter, you must meet with a staff Planner who must sign and date this section.

Section 2: During Pre-Submission consultation a staff Planner will indicate what supporting information must be submitted with the application. Read Pages 2 to 4 before submitting this application and other documents.

Section 3: Provide the full name, address, phone number, fax number and email address of the applicant, registered owner, agent, and Ontario Land Surveyor. For a corporation, provide full corporate name. Include the full name of a contact person. For more than one person, corporation, or registered owner, use additional sheets.

Section 4: Indicate if you are resubmitting a previous or earlier plan and if yes, provide the file number.

Section 5: Provide information about the Subject Land. This information is used to determine supporting information requirements and to assist in the review of the application.

Section 6: Indicate if the plan is consistent with the Provincial Policy Statement and conforms to the City of Windsor Official Plan and the appropriate Zoning By-law. If an Official Plan Amendment and/or Zoning By-law Amendment is required, you must have already submitted those applications, or must submit them with this application, otherwise this application will be returned.

Section 7: Complete this section if you are applying for approval of a Plan of Condominium. New construction applies to buildings that were recently built, under construction, or not yet under construction. Conversion applies to existing buildings that contain residential rental units that are being converted to Condominium Status. To be considered for an exemption from Section 9(3) of the Condominium Act, you must formally request such exemption. Submit all the documents indicated in Section 7 with this application.

Section 8: Provide the number of lots, blocks, units or dwellings, the number of hectares, the density measured as units per hectare and the number of parking spaces for the proposed land use for all applications. For Plan of Condominium applications also provide the date of construction and the floor coverage in square metres.

Section 9: Indicate how the property is accessed. Check all boxes that apply.

Section 10: Provide information about water service, sanitary sewage disposal and storm drainage. Submit all required documents indicated in Section 10 with this application.

Section 11: Provide a description of the existing land use, buildings & infrastructure, vegetation, topography & drainage of the subject land or check the box beside "See Planning Rationale Report" if described in the report.

Section 12: Provide a description of what measures have been or will be taken to mitigate adverse environmental effects from the proposed development on the surrounding areas and from the surrounding areas on the proposed development or check the box beside "See Planning Rationale Report" if described in the report.

Section 13: Explain your proposed strategy for consulting with the public.

Section 14: Check the appropriate application fee box based on the pre-submission consultation with the Planner.

DATE RECEIVED STAMP

Section 15: Print you name in full and sign the sworn declaration in the presence of a Commissioner for Taking Affidavits.

Schedules: Read, complete in full, and sign Schedules A & E.

Submit application form, supporting information, & application fee to Senior Steno Clerk at Planning & Development Services, Suite 210, 350 City Hall Square West, Windsor ON N9A 6S1 or planningdept@citywindsor.ca

SUBDIVISION/CONDOMINIUM APPLICATION

PLAN REQUIREMENTS

A. NUMBER OF COPIES REQUIRED

The Planning Act, R.S.O. 1990, c. P.13, requires that copies of the draft plan as required by the Minister must accompany all applications.

A1. Submit six (6) full size paper copies of the draft plan; AND

A2. A digital copy of the CAD files of the draft plan in DWG, PDF, and JPG formats.

File names should be logical and clearly indicate the nature of the file and include either the SDN or CDM file number (SDN 000-00 or CDM 000-00) or the name of the applicant and site location.

For example, "SDN000-00 draft plan.dwg" or "Applicant Name-Site Location-Draft Plan.dwg".

If further copies are required, we will notify you. To submit drawings on an alternate device, please discuss with the assigned Planner.

B. DRAFT PLAN REQUIREMENTS

All plans and measurements must be in metric. Draft plans must be drawn to scale and indicate all items as required by Section 51(17) of the Planning Act and the City of Windsor as follows:

B1. Boundaries of the land to be subdivided, certified by an Ontario Land Surveyor, and based on NAD83, Zone 17.

B2. Locations, widths and names of proposed roads, streets, highways and rights-of-way within the proposed subdivision and existing roads, streets, highways, and rights-of-way abutting the proposed subdivision;

B3. On a small key plan, with a scale of not less than one centimetre to 100 metres, all of the land adjacent to the proposed subdivision that is owned by the applicant or in which the applicant has an interest, every subdivision adjacent to the proposed subdivision and the relationship of the boundaries of the land to be subdivided to the boundaries of the township lot or other original grant of which such land forms the whole or part;

B4. Purpose for which the proposed lots are to be used;

B5. Existing uses of all adjoining lands;

B6. Approximate dimensions and layout of the proposed lots and/or blocks;

B7. If any affordable housing units are being proposed, the shape and dimensions of each proposed affordable housing unit and the approximate location of each proposed affordable housing unit in relation to other proposed residential units;

B8. Natural and artificial features such as buildings or other structures or installations, railways and rail yards, highways, roads, streets and recreational trails, hydro lines and other public utilities, watercourses, drainage ditches, wetlands and wooded areas, archaeological or heritage features, and significant plant and wildlife habitat (including ESAs & ANSIs) within or adjacent to the land proposed to be subdivided;

B9. Availability and nature of domestic water supplies;

B10. Nature and porosity of the soil;

B11. Existing contours or elevations as may be required to determine the grade of the streets, roads and highways and the drainage of the land proposed to be subdivided;

B12. Municipal services available or are to be available to the land proposed to be subdivided;

B13. Nature and extent of any restrictions affecting the land proposed to be subdivided including restrictive covenants, easements, or the Airport Operating Area; and

B14. Floodplains, flood ways, flood prone areas, and flood elevations

C. CONDOMINIUM DRAFT PLAN REQUIREMENTS

In addition to the above requirements, draft plans proposing condominium ownership must include:

C1. Proposed exclusive use areas of the common element such as backyards and parking;

C2. Roadways and pedestrian access to proposed private units.

SUBDIVISION/CONDOMINIUM APPLICATION

APPLICATION PROCESSING

The applicant or their agent is responsible for researching and evaluating the site and the proposal to ensure that the development will conform to the interests of the health, safety, and welfare of existing and future residents, and for filling in the application and for supplying all documents necessary to constitute a complete application. Supporting studies must be conducted prior to the submission of the application. This information will used to review and assess the application

Section 51(24) of the Planning Act and Section 11.4.2.3 of the City of Windsor Official Plan list the criteria that are used in evaluating a draft plan. Where additional copies of the plan or supporting documents are subsequently requested by staff or review agencies, the applicant is responsible for supplying them at their cost

Timelines in the Planning Act have been suspended during the State of Emergency. The following is for your information only. Review the Planning Act and relevant regulations for statutory requirements. The processing of the application is subject to change. The application will be terminated without notice after 60 days of inactivity. Direct all questions about the application to the assigned Planner. The procedure generally encompasses the following steps:

1. Within 30 days of receiving this application, the City Planner, or their designate, will review the application to determine if it is or is not complete. If deemed incomplete, the application, supporting documents, and fee may be returned for completion, correction, or clarification, or the applicant may be requested to submit additional or revised supporting information. Administration, the Development & Heritage Standing Committee (DHSC), and City of Windsor Council reserve the right to request additional information any time during the processing of the application.
2. If deemed complete, fees are not refundable, the application is circulated to departments and external agencies for review and comment, and all submitted documents are made available to the public.
3. Following circulation, a draft staff report containing a recommendation and any conditions is prepared. The City Planner and other staff review the draft staff report.
4. When the staff report is approved by appropriate municipal staff, it will be scheduled for a future meeting of the Development and Heritage Standing Committee (DHSC).
5. Mandatory public notice of the DHSC meeting is advertised in the Windsor Star at least 20 days in advance of the DHSC meeting. A courtesy notice may be mailed to all property owners and/or tenants within 120 metres of the subject land. The DHSC meeting is the public meeting required by the Planning Act. The staff report is provided to the applicant and DHSC members, and is made available to the public, 10 days before the DHSC meeting.
6. At the DHSC meeting, a staff planner may introduce the application and review the recommendation in the staff report. The applicant and other interested parties are given an opportunity to make verbal or written submissions. The DHSC may ask questions of the staff planner, the applicant and their representatives and any party that made verbal or written submissions. The DHSC may choose to recommend draft approval, denial or deferral of the application. It may also modify the recommendation of the Planning Department.
7. If recommended for draft approval or denial, the staff report and the minutes of the DHSC meeting are forwarded to City of Windsor Council for consideration at a future date. Planning staff have no control over the placement of an application on a Council Meeting agenda. Council Services will forward the date and time of the Council Meeting to the contacts in Section 3. Call 311 or contact Council Services at 519-255-6211 or clerks@citywindsor.ca
8. The City Council meeting, the applicant and the other parties may make verbal or written submissions. If the applicant concurs with the recommendation of DHSC, and there is no opposition to the application, Council may place the application on the Consent Agenda, a part of the Council meeting containing items that are grouped together and passed with one motion. Council may choose to draft approve, deny, or defer the application.
9. Applications may be referred, or the decision of Council may be appealed, to the Ontario Land Tribunal (OLT). Appeals are filed with Council Services. Contact Council Services at 519-255-6211 or clerks@citywindsor.ca
10. If City Council approves the draft plan and no appeals are received, an agreement is prepared for signature and registration on title.
11. The conditions of draft approval must be fulfilled prior to the expiry of draft approval. It is the responsibility of the property owner or applicant to obtain confirmation from agencies and departments that the conditions of draft approval have been fulfilled. Some agencies may require that a copy of the completed subdivision agreement be forwarded to them prior to notifying the City that the conditions have been fulfilled.

SUBDIVISION/CONDOMINIUM APPLICATION

FINAL APPROVAL & REGISTRATION REQUIREMENTS

When you are ready to obtain final approval and register the plan, the following must be submitted:

1. Fee for Final Approval & Registration – see Section 14 - Fees on page 13;
2. One (1) mylar copy of the plan to be registered;
3. Five (5) paper copies of the plan to be registered, one of which has the AOLS Plans Submission Form attached to it; and
4. One digital file transfer device containing geo-referenced CAD files of the plan to be registered.

OTHER INFORMATION

Read the staff report, draft approval, final approval, and agreements carefully and take note of all conditions and expiry dates in these documents.

Other municipal departments and external agencies may have their own requirements, fees and approvals in addition to the requirements, fees and approvals listed in this application form.

The City of Windsor does not send reminders regarding conditions and expiry dates. It is the responsibility of the property owner to complete all conditions or obtain approval from City Council or the delegated approval authority to extend draft approval, prior to the expiry date.

When submitting an extension to draft approval, you must allow for sufficient time to process the application and to obtain approval of the extension. Submission, or acceptance, of an application for an extension to draft approval does not automatically extend the expiry date. It is the responsibility of the property owner to be aware of all conditions and expiry dates.

Planning legislation, regulations, fees, and processes are subject to change.

CONTACT INFORMATION

Planning & Development Services
Suite 210
350 City Hall Square West
Windsor ON N9A 6S1

Telephone: 519-255-6543
Fax: 519-255-6544
Email: planningdept@citywindsor.ca
Web Site: www.citywindsor.ca

SUBDIVISION/CONDOMINIUM APPLICATION

1. PRE-SUBMISSION CONSULTATION

By-law 199-2007 requires pre-submission consultation with a staff Planner to determine what supporting information is required, to verify fee payable, and to review the process. This application is incomplete unless you have a valid Pre-Submission Letter or a staff Planner signs below.

Valid Pre-Submission Letter? NO ☐ YES ☐ File Number: PS-_____

Staff Use Only

_____ _____

Signature of Staff Planner Date of Consultation

☐ Jim Abbs ☐ Justina Nwaesei

☐ _____

2. REQUIRED SUPPORTING INFORMATION *(To be completed by a staff Planner)*

If you do not have a valid Pre-submission Letter, a staff Planner will indicate below what supporting information must be submitted with the application. The City of Windsor reserves the right to require additional supporting information during the processing of the application. All documents submitted are made available for public review.

Unless otherwise indicated, for each document, provide one paper copy and one digital copy. Draft Plans shall be provided in DWG, PDF & JPG format. Other drawings shall be provided in letter size (8.5 by 11 inches) in JPG and PDF format. All other documents shall be provided in Word and PDF format. PDF documents shall be flattened with no layers.

If you are submitting a companion planning application (official plan or rezoning), you need only submit one set of the required supporting information. Include checked supporting information with this application:

☒ Deed and/or Offer to Purchase	☒ Topographic Plan of Survey	☒ Draft Plan (6 copies + digital Files)	☐ Conceptual Site Plan
☐ Structural Integrity Report	☐ Rent Roll	☐ Section 9(3) Exemption Request	☐ Approved Site Plan
☐ Planning Rationale Report	☐ Noise Study	☐ Vibration Study	☐ Site Plan Agreement
☐ Watershed/ Subwatershed Plan	☐ Master Drainage Plan	☐ Sanitary and/or Storm Sewer Study	☐ Building Permit
☐ Hydrogeological Report	☐ Servicing Option Report	☐ Stormwater Management Plan	☐ Micro-Climate Study
☐ Transportation Impact Study	☐ Transportation Impact Statement	☐ Environmental Evaluation Report	☐ Tree Inventory and Preservation Study
☐ Environmental Site Assessment	☐ Record of Site Condition (RSC)	☐ Lighting Study	☐ Market Impact Assessment
☐ Archaeological Assessment	☐ Built Heritage Impact Study	☐ Urban Design Study	☐ Guideline Plan
☐ Conservation Plan	Other Required Information: _____		

SUBDIVISION/CONDOMINIUM APPLICATION

3. CONTACT INFORMATION

Provide in full the name of the applicant & contact person, registered owner, agent, & Ontario Land Surveyor and mailing address, phone & fax number and email address. If the case of a numbered company, provide the name of the principals of the company. If there is more than one applicant or registered owner, copy this page, complete in full and submit with this application. All communication regarding the application will be with the Agent authorized by the Owner to file the application. If there is no Agent, all communication will be with the Applicant.

Applicant

Name: 2863167 ONTARIO INC. Contact: PAWAN KHICHI
Name of Contact Person

Address: 1436 HELSINKI COURT

Address: WINDSOR Postal Code: N9G 0B4

Phone: 416-705-6637 Fax:

Email: PKHICHI@AVANIHOMES.COM

Registered Owner ■ Same as Applicant

Name: Contact:
Name of Contact Person

Address:

Address: Postal Code:

Phone: Fax:

Email:

Agent Authorized by the Owner to File the Application (If applicable, complete Section A1 in Schedule A)

Name: STOREY SAMWAYS PLANNING LTD. Contact: DAVID FRENCH
Name of Contact Person

Address: 55 FOREST STREET, SUITE N

Address: CHATHAM Postal Code: N7L 1Z9

Phone: 519-354-4351 Fax:

Email: DAVIDF@STOREYSAMWAYS.CA

Ontario Land Surveyor

Name: Verhaegen Land Surveyors Contact: ANDREW MANTHA
Name of Contact Person

Address: 187 TALBOT STREET EAST

Address: LEAMINGTON Postal Code: N8H 1L8

Phone: (519) 322-2375 Fax:

Email: amantha@jdbarnes.com

SUBDIVISION/CONDOMINIUM APPLICATION

4. RESUBMISSION OF A PREVIOUS PLAN?

No ■ Yes ☐ Previous Plan/File No._____ Do Not Know ☐

5. SUBJECT LAND INFORMATION *(attach additional sheets as required)*

Municipal Address: 4170 & 4190 SIXTH CONCESSION ROAD, WINDSOR

Legal Description: PART OF LOT 13, CONCESSION 6, SANDWICH EAST

Assessment Roll Number: 070-150-00520 & 070-150-00510

Frontage (m) _____ Depth (m) _____ Area (sq m) _____

Official Plan Designation: LOW PROFILE RESIDENTIAL, SCHEDULE NR2-7, NORTH ROSELAND PLANNING AREA

Current Zoning: RESIDENTIAL DISTRICT 1.2 (RD1.2)

Existing Uses: 4170 - RESIDENTIAL; 4190 - RESIDENTIAL

Previous Uses: UNKNOWN

List the names & addresses of the holders of any mortgages, charges or encumbrances in respect of the subject land:

Are there any easements or restrictive covenants affecting the subject land? No ■ Yes ☐

If YES, describe the easement or restrictive covenant and its effect:

Is the subject land located in an area of high archaeological potential? No ■ Yes ☐

Will the plan permit development on land that has high archaeological potential? No ■ Yes ☐

If YES, submit: An Archaeological Assessment prepared by a person who holds a licence that is effective with respect to the subject land, issued under Part VI (Conservation of Resources of Archaeological Value) on the Ontario Heritage Act; and a Conservation Plan for any archaeological resources identified in the Archaeological Assessment.

Has the subject land ever been subject of: *(leave blank if unknown)*

An application for a plan of subdivision/condominium or consent? No ☐ Yes ☐ File:_____

An application for a zoning by-law amendment or a minor variance? No ☐ Yes ☐ File:_____

An application for approval of a site plan? No ☐ Yes ☐ File:_____

A Minister's Zoning Order (Ontario Regulation)? No ☐ Yes ☐ OR#:_____

Ontario Regulation

SUBDIVISION/CONDOMINIUM APPLICATION

6. PLANNING CONFORMITY

If an Official Plan Amendment and/or a Zoning By-law Amendment is required, the Planning Division must have already received it or it must be submitted with this application, otherwise this application will be returned as incomplete.

Is the plan consistent with Provincial Policy Statement? No ☐ Yes ■

Does the plan conform to the Official Plan? No ☐ Yes ■

If No, you must submit a companion application for an Amendment to the Official Plan.

Does the plan conform to the Zoning By-law? No ■ Yes ☐

If No, you must submit a companion application for an Amendment to the Zoning By-law.

7. PLAN OF CONDOMINIUM INFORMATION

New Construction

Has the City approved a Site Plan? No ☐ Yes ☐ If Yes, attach the approved Site Plan.

Site Plan Agreement registered? No ☐ Yes ☐ If Yes, attach the Site Plan Agreement.

Has a Building Permit been issued? No ☐ Yes ☐ If Yes, attach the Building Permit.

Status of Building: Not Under Construction ☐ Under Construction ☐ Completed ☐

Date Completed: _____

Are any units occupied? No ☐ Yes ☐ If Yes, number of units: _____

Conversion of a Building Containing Residential Rental Units (Condominium Conversion)

Is this an application to convert a building containing residential units to condominium status?

No ☐ Yes ☐ If Yes, submit a Structural Integrity Report

Does the building contain any residential rental units?

No ☐ Yes ☐ If Yes, attach a Rent Roll with the names of all tenants, the rent paid by each tenant and their apartment number.

How many rental units are to be converted: _____ units

Are tenants willing to purchase units if converted to condominium?

No ☐ Yes ☐ If Yes, attach documentation signed by tenants. Do Not Know ☐

Exemption from Section 9(3) of the Condominium Act

Are you applying for an exemption pursuant to Section 9(3) of the Condominium Act?

No ☐ Yes ☐ If Yes, attach a request for such exemption signed by the owner or agent.

SUBDIVISION/CONDOMINIUM APPLICATION

7. PROPOSED LAND USES

Indicate the intended uses of the land in the proposal. Complete this section in full.

	All Applications					Condominium Only	
Proposed Use	Number of Lots or Blocks	Number of Units or Dwellings	Hectares (ha)	Density (units/ ha)	Number of Parking Spaces	Date of Construction	Floor Coverage
Detached Residential					*Condo Only*		
Semi-detached Residential					*Condo Only*		
Multiple Attached Residential	~~4~~	5/27	0.5976	45	54		
Apartment Residential							
Seasonal Residential							
Mobile Home							
Other Residential							
Commercial							
Industrial							
Institutional (specify)							
Park or Open Space							
Roads	1		0.1874				
Other (specify)	1 (SWM) 2 (ROAD RESERVE)		0.0535 / 0.0033				
TOTAL	8 + road	5/27	.8424850	45	54		

SUBDIVISION/CONDOMINIUM APPLICATION

9. ACCESS TO SUBJECT LAND

Indicate if access to subject land is by: *(check all that apply)*

☐ Provincial Highway ■ Municipal Road ☐ Another Public Road or a Right-Of-Way

☐ Water - If access to the subject land is by water only, describe the parking and docking facilities uses or to be used and provide the approximate distance of these facilities from the subject land and the nearest public road:

10. WATER, SANITARY SEWAGE AND STORM DRAINAGE

Water – Indicate whether water will be provided to the subject land by:

■ Publicly owned & operated piped water system ☐ Other

☐ Privately owned & operated individual well ☐ Privately owned/operated communal well

Sanitary - Indicate whether sewage disposal will be provided to the subject land by:

■ Publicly owned & operated sanitary sewage system ☐ Other

☐ Privately owned & operated individual septic system ☐ Privately owned & operated communal septic system

Submit a Servicing Options Report and a Hydrogeological Report if any of the following apply:

a. More than five lots or units on privately owned & operated individual or communal wells;
b. Five or more lots or units on privately owned & operated individual or communal septic systems; or
c. Less than five lots or units on privately owned & operated individual or communal septic systems, and more than 4,500 litres of effluent would be produced per day as a result of the development being completed;

Submit a Hydrogeological Report if the plan would permit development of less than five lots or units on privately owned & operated individual or communal septic systems, and 4,500 litres of effluent or less would be produced per day as a result of the development being completed.

Storm Drainage - Indicate whether storm drainage will be provided by:

■ Sewers ☐ Ditches ☐ Swales ■ Other SURFACE / MUNICIPAL DRAIN

SUBDIVISION/CONDOMINIUM APPLICATION

11. SITE APPRAISAL AND EVALUATION

Give a brief description of the existing land use, buildings and infrastructure, vegetation, topography and drainage of the subject land:

■ See Planning Rationale Report

12. MITIGATION OF ENVIRONMENTAL EFFECTS

What measures (such as buffering, berms, setbacks, barriers, etc.) have been or will be taken to mitigate adverse environmental effects (such as traffic, noise, odours, pollution of nearby water bodies, etc.) from the proposed development on the surrounding areas and to mitigate adverse effects from the surrounding areas on the proposed development? In agricultural areas, refer to the Agricultural Code of Practice.

Where potential adverse environmental effects (species-at-risk, wetland protection, floodplains, etc.) are foreseen, consultation with the Ministry of Natural Resources and Forestry, the Ministry of Environment, Conservation and Parks, and/or the Essex Region Conservation Authority is recommended.

■ See Planning Rationale Report

13. PROPOSED PUBLIC CONSULTATION STRATEGY

Select or describe your proposed strategy for consulting with the public with respect to the application:

■ Required Public Consultation (Public Notice & Public Meeting as required per the Planning Act)

■ Open House ☐ Website ☐ Other

SEE PLANNING RATIONALE REPORT

SUBDIVISION/CONDOMINIUM APPLICATION

14. FEES

Verify fees before submitting the application. Fees are subject to change and are not refundable when the application is deemed complete. Method of payment: Cash, Mastercard, Visa, or by Certified Cheque or Personal Cheque payable to The Corporation of the City of Windsor. If paying by Mastercard or Visa, contact the Senior Steno Clerk for further direction at planningdept@citywindsor.ca or 519-255-6543.

☒ **Plan of Subdivision - Draft Approval**

Code 53007	Base Fee: 5 lots/blocks at $684.00 per lot/block		$ 3420
Code 63024	GIS Fee	+ $	50.00
Code 53023	Essex Region Conservation Authority Fee	+ $	300.00
Code 53010	Legal Fee - Agreement Preparation	+ $	2,184.78
Code 53010	Legal Variable Fee: 5 lots/blocks at $50.00 per lot/block	+ $	250
	Plan of Subdivision (Draft Approval) Total Fee	= $	6204.78

☐ **Plan of Condominium - Draft Approval - New Building**

Code 53007	Base Fee: _____ lots/units at $185.00 per lot/unit		$
Code 63024	GIS Fee	+ $	50.00
Code 53023	Essex Region Conservation Authority Fee	+ $	300.00
Code 53010	Legal Fee – Agreement Preparation	+ $	1,714.98
Code 53010	Legal Variable Fee: _____ lots/units at $50.00 per lot/unit	+ $	
	Plan of Condominium (Draft Approval) Total Fee	= $	

☐ **Condominium Conversion - Draft Approval - Existing Building**

Code 53000	Base Fee	$	7,575.00
Code 53007	Base Fee per Unit: _____ units at $71.40 per unit	+ $	
Code 63024	GIS Fee	+ $	50.00
Code 53023	Essex Region Conservation Authority Fee	+ $	300.00
Code 53010	Legal Fee – Agreement Preparation	+ $	1,714.98
Code 53010	Legal Variable Fee: _____ units at $50.00 per unit	+ $	
	Condominium Conversion (Draft Approval) Total Fee	= $	

A Building Services Inspection Fee for an inspection and report preparation will be invoiced separately. Contact Building Services at 519-255-6267 for additional information.

Fees Continued on Next Page

SUBDIVISION/CONDOMINIUM APPLICATION

14. FEES (continued)

☐ **Plan of Subdivision/Condominium – Extension of Draft Approval**

Code 53035 — Total Fee = $ 3,329.60

☐ **Plan of Subdivision/Condominium – Amendment to Draft Approval**

Code 53007 — Base Fee $ 3,646.30

Code 63024 — GIS Fee + $ 50.00

Amendment to Draft Approval Total Fee = $ 3,696.30

☐ **Plan of Subdivision/Condominium – Final Approval & Registration**

Payment of this fee is per registration and is required prior to final approval and registration of every draft approved Plan of Subdivision, Plan of Condominium, and Condominium Conversion.

Code 71130 — Per Registration = $ 519.60

☐ **Plan of Subdivision/Condominium – Amendment to Agreement**

Code 71102 — Base Fee $ 3,048.00

Code 53010 — Legal Fee - Agreement Preparation + $ 857.49

Amendment to Agreement Total Fee = $ 3,905.49

☐ **Plan of Condominium – Amalgamation of Condominium Corporation**

Code 53009 — Total Fee = $ 1,863.00

☐ **Re-notification of Public Notice/Applicant Request for Deferral Fee**

Required when an applicant requests a deferral after notice of a public meeting has been given.

Code 53016 — Total Fee = $ $2,258.40

Ontario Land Tribunal (OLT) Appeal Fee - $1,100.00

An appeal is made through Council Services (519-255-6211 or clerks@citywindsor.ca). Fees, forms, and processes are subject to change. Visit https://olt.gov.on.ca for additional information.

Engineering Review Fee – The Office of the City Engineer will collect a fee equal to 4% of total municipal infrastructure construction costs excluding water, hydro, telecommunication, and gas infrastructure. The fee is payable at the time construction drawings are submitted to the City Engineer for signature. The total value of construction will be confirmed based on an estimate provided by the developer's Consulting Engineer. Contact Patrick Winters, Development Engineer, at 519-255-6100 ext 6462 or pwinters@citywindsor.ca for additional information.

SUBDIVISION/CONDOMINIUM APPLICATION

15. SWORN DECLARATION OF APPLICANT

Complete in the presence of a Commissioner for Taking Affidavits. If the declaration is to be administered remotely, you must be able to see, hear and communicate with the Commissioner and show documentation that confirms your identity.

I, PAWAN KHICHI, solemnly declare that the information required under Schedule 1 to Ontario Regulation 544/06 and provided by the applicant is accurate and that the information contained in the documents that accompany this application is accurate, that if this declaration was administered remotely that it was in accordance with Ontario Regulation 431/20, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.

Signature of Applicant

Sign in the presence of a Commissioner For Taking Affidavits

Windsor

Location of Applicant at time of declaration

☐ This declaration was administered remotely in accordance with Ontario Regulation 431/20

Declared before me _____ at the WINDSOR ESSEX ONTARIO

Signature of Commissioner *Location of Commissioner*

this 05 day of April, 2024

day *month* *year*

PLACE AN IMPRINT OF YOUR STAMP BELOW

ISHAN BATRA
Barrister, Solicitor & Notary Public
BATRA LAW PROFESSIONAL CORPORATION
4917 Tecumseh Road East,
Windsor. Ontario. N8T1B9
Tel: 519-257-9363, Fax: 519-964-8600
Email: batra@batralaw.ca W: www.batralaw.ca

COMPLETE SCHEDULES A & E IN FULL & SIGN

SUBDIVISION/CONDOMINIUM APPLICATION

SCHEDULE A – Authorizations & Acknowledgement

A1. Authorization of Registered Owner for Agent to Make the Application

If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the agent is authorized to make the application must be included with this application form or the authorization below must be completed.

I, PAWAN KHICHI,
name of registered owner

am the registered owner of the land that is subject of this application and I authorize

DAVID FRENCH (STOREY SAMWAYS PLANNING LTD.) to make this application on my behalf.
name of agent

Signature of Registered Owner — Date: April 5/24

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, PAWAN KHICHI, hereby authorize the members of the Development and Heritage Standing Committee or their successor, City Council, and staff of The Corporation of the City of Windsor to enter upon the subject land and premises described in Section 5 of the application form for the purpose of evaluating the merits of this application and subsequently to conduct any inspections on the subject land that may be required as condition of approval. This is their authority for doing so.

Signature of Registered Owner — Date: April 5/24

If Corporation – I have authority to bind the corporation

SCHEDULE A CONTINUES ON NEXT PAGE

SUBDIVISION/CONDOMINIUM APPLICATION

SCHEDULE A – Authorizations & Acknowledgements - Continued

A3. Acknowledgements

Receipt & Review, Fees & Termination, Other Requirements & Expiry Dates, and Freedom of Information

I acknowledge that receipt of this application by the City of Windsor does not guarantee it to be a complete application and that further review of the application will occur and that I may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted.

I further acknowledge that after the application is deemed complete, fees are not refundable, additional information may be requested, and that after 60 days of inactivity the City of Windsor may terminate the application without notice.

I further acknowledge that other municipal departments and external agencies may have their own requirements, fees and approvals in addition to the requirements, fees and approvals described throughout this application form, in any staff reports, and in any agreements, and that it is my responsibility to read the staff report, draft approval, final approval and agreements and to note any expiry dates in any of these documents.

I further acknowledge that pursuant to the provisions of the Planning Act and the Municipal Freedom of Information and Protection of Privacy Act, this application and all material and information provided with this application are made available to the public.

Species at Risk

Ontario's *Endangered Species Act* protects endangered and threatened species — animals and plants in decline and at risk of disappearing from the province by restricting activities that may affect these plants, animals or their habitats.

I acknowledge that it is my sole responsibility as the Applicant to comply with the provisions of the *Endangered Species Act, 2007, S. O. c.6.* This could require me to register an activity, get a permit or other authorization from the Ministry of the Environment, Conservation and Parks (MECP) prior to conducting an activity that could impact an endangered or threatened plant or animal or its habitat. I further acknowledge that any *Planning Act, R.S.O. 1990, c.P.13* approval given by the City of Windsor does not constitute an approval under the *Endangered Species Act,* nor does it absolve me from seeking the necessary authorization, approvals or permits from the MECP prior to conducting any activity that may affect endangered or threatened plant or animal or its habitat.

Additional information can be found at:

https://www.ontario.ca/page/development-and-infrastructure-projects-and-endangered-or-threatened-species

or by contacting MECP at SAROntario@ontario.ca

Acknowledgement

I acknowledge that I have read and understand the above statements:

Signature of Applicant or Agent

April 5/24

Date

END OF SCHEDULE A – COMPLETE SCHEDULE E ON NEXT PAGE

SUBDIVISION/CONDOMINIUM APPLICATION

SCHEDULE E – Environmental Site Screening Questionnaire

Previous Use of Property

☒ Residential ☐ Industrial ☐ Commercial ☐ Institutional

☐ Agricultural ☐ Parkland ☐ Vacant ☐ Other _____

a) If previous use of the property is Industrial or Commercial, specify use:

_____

b) Has the grading of the subject land been changed by adding earth or material? Has filling occurred on the subject land?

☐ Yes ☐ No ☒ Unknown

c) Has a gasoline station and/or automobile service station been located on the subject land or adjacent lands at any time?

☐ Yes ☒ No ☐ Unknown

d) Has there been petroleum or other fuel stored on the subject land or adjacent lands?

☐ Yes ☒ No ☐ Unknown

e) Are there or have there ever been underground storage tanks or buried waste on the subject land or adjacent lands?

☐ Yes ☒ No ☐ Unknown

f) Have the lands or adjacent lands ever been used as an agricultural operation where cyanide products may have been applied as pesticides and/or sewage sludge applied to the lands?

☐ Yes ☐ No ☒ Unknown

g) Have the lands or adjacent lands ever been used as a weapons firing range?

☐ Yes ☒ No ☐ Unknown

h) Is the nearest boundary line of the application within 500 metres of the boundary line of an operational/non-operational public or private waste disposal site, landfill or dump?

☐ Yes ☒ No ☐ Unknown

i) If there are existing or previously existing buildings on the subject lands, are there any building materials remaining on site which are potentially hazardous to public health (e.g., asbestos, PCB's)?

☐ Yes ☐ No ☒ Unknown

j) Is there reason to believe the subject lands may have been contaminated by existing or former uses on the site or adjacent sites?*

☐ Yes ☒ No ☐ Unknown

** Possible uses that can cause contamination include but are not limited to: operation of electrical transformer stations, disposal of waste minerals, raw material storage, and residues left in containers, maintenance activities and spills. Some commercial properties such as gasoline stations, automotive repair garages, and dry cleaning plants have similar potential. The longer a property is under industrial or similar use, the greater the potential for site contamination. Also, a series of different industrial or similar uses upon a site could potentially increase the number of chemicals that are present.*

k) If current or previous use of the property is industrial or commercial, or if YES to any of a) to j) above, please attach a previous use inventory showing all former uses of the subject land, or if applicable, the land(s) adjacent to the subject lands.

SUBDIVISION/CONDOMINIUM APPLICATION

SCHEDULE E – Environmental Site Screening Questionnaire - Continued

Environmental Site Screening Questionnaire Acknowledgement Clause

I hereby acknowledge that it is my responsibility to ensure that I am in compliance with all applicable laws, regulations, guidelines and the City's Official Plan policies pertaining to potentially contaminated sites, and to use all reasonable effort to identify the potential for contamination on the subject property.

I acknowledge that as a condition of approval of this application that the City may require me to file a Record of Site Condition signed by a qualified person in the provincial Environmental Site Registry, and provide verification to the City of Windsor of acknowledgement of this Record of Site Condition by the Ministry of Environment.

I acknowledge that the City may require the qualified person signing the Record of Site Condition to submit to the City a Declaration acknowledging that the City of Windsor may rely on the statements in the Record of Site Condition.

I further acknowledge that the City of Windsor is not responsible for the identification and/or remediation of contaminated sites, and I agree, whether in, through, or as a result of any action or proceeding for environmental clean-up of any damage or otherwise, I will not sue or make claim whatsoever against the City of Windsor, its officers, officials, employees or agents for or in respect of any loss, damage, injury or costs.

PAWAN KHICHI

Name of Applicant (print)

Signature of Applicant

April 5/24

Date

Name of Agent (print)

Signature of Agent

Date

END OF SCHEDULE E

SUBDIVISION/CONDOMINIUM APPLICATION

DO NOT COMPLETE BELOW – STAFF USE ONLY

Receipt and Assignment of Application

Date Received Stamp

This application has been assigned to:

☐ Jim Abbs (JA) ☐ Justina Nwaesei (JN)

☐ _____

Complete Application

This application is deemed complete on _____
Date

_____
Signature of Delegated Authority

☐ Neil Robertson, MCIP, RPP
Manager of Urban Design

☐ Michael Cooke, MCIP, RPP
Manager of Planning Policy

☐ Thom Hunt, MCIP, RPP
City Planner & Executive Director

Internal Information

Fee Paid: $_____ Receipt No: _____ Date: _____

Payment Type: ☐ Cash ☐ Certified Cheque ☐ Credit Card ☐ Personal Cheque

NEW File No. SDN/ _____ Previous File No. SDN/ _____

NEW File No. CDM/ _____ Previous File No. CDM/ _____

Related ZNG File No. ZNG/ _____ Related OPA File No. OPA _____

Other File Numbers: _____

Notes: _____

_____

_____

THIS IS THE LAST PAGE OF THE APPLICATION FORM



KEY PLAN
SCALE 1:2000

TOWNHOME DWELLING DETAILS								
LOT NO.	PROPOSED					FRONT YARD PAVING		ZONING COMPLIES
	FRONT YARD (m)	REAR YARD (m)	SIDE YARD (m)	LOT WIDTH (m)	LOT COVERAGE	REQUIRED	PROPOSED	
LOT 1	7.46	13.06	1.50	6.93	86.43 m² (32.11%)	60.00%	48.55%	COMPLIES
LOT 2	6.30	12.70		5.50	87.43 m² (43.45%)	65.00%	66.28%	COMPLIES
LOT 3	6.17	12.34		5.60	88.85 m² (43.99%)	65.00%	64.81%	COMPLIES
LOT 4	7.14	11.98		5.50	87.43 m² (42.33%)	65.00%	60.70%	COMPLIES
LOT 5	6.00	14.12		5.50	87.43 m² (42.39%)	65.00%	62.17%	COMPLIES
LOT 6	6.00	13.76		5.50	87.43 m² (42.81%)	65.00%	62.11%	COMPLIES
LOT 7	6.00	13.41	1.50	6.90	86.02 m² (33.94%)	60.00%	49.56%	COMPLIES
LOT 8	6.00	12.86	1.50	7.00	86.88 m² (34.16%)	60.00%	50.38%	COMPLIES
LOT 9	6.10	12.65		5.60	88.85 m² (43.76%)	65.00%	60.27%	COMPLIES
LOT 10	6.49	11.69		5.60	88.85 m² (43.63%)	65.00%	60.41%	COMPLIES
LOT 11	6.54	11.52		5.60	88.85 m² (44.03%)	65.00%	62.90%	COMPLIES
LOT 12	7.22	10.13		5.60	88.85 m² (44.14%)	65.00%	58.65%	COMPLIES
LOT 13	6.96	11.21	1.50	7.00	87.43 m² (34.43%)	60.00%	48.28%	COMPLIES
LOT 14	7.76	10.45	1.50	6.38	78.66 m² (34.17%)	60.00%	53.18%	COMPLIES
LOT 15	6.42	10.45		5.85	92.38 m² (46.09%)	65.00%	62.81%	COMPLIES
LOT 16	6.17	10.45		5.90	93.09 m² (46.43%)	65.00%	61.62%	COMPLIES
LOT 17	7.17	10.45		5.60	88.85 m² (44.25%)	65.00%	59.69%	COMPLIES
LOT 18	6.00	12.92		5.60	88.85 m² (43.92%)	65.00%	60.96%	COMPLIES
LOT 19	6.00	12.92	1.50	6.38	78.51 m² (34.07%)	60.00%	53.54%	COMPLIES
LOT 20	6.12	12.79	1.50	6.38	78.68 m2 (34.14%)	60.00%	53.24%	COMPLIES
LOT 21	6.10	12.79		5.60	88.85 m² (44.00%)	65.00%	60.91%	COMPLIES
LOT 22	6.97	11.25		5.65	88.55 m² (44.39%)	65.00%	59.54%	COMPLIES
LOT 23	6.45	11.24		5.75	90.97 m²(45.30%)	65.00%	61.33%	COMPLIES
LOT 24	6.18	9.84	1.50	6.38	79.36 m² (36.99%)	60.00%	55.00%	COMPLIES
LOT 25	6.00	7.50m	1.53	11.98	105.12 m² (33.94%)	50.00%	18.16%	COMPLIES
LOT 26	6.00	7.50m		7.50	86.17 m² (42.94%)	55.00%	47.00%	COMPLIES
LOT 27	6.00	7.50m	1.50	9.00	86.24 m² (35.78%)	50.00%	39.00%	COMPLIES

SITE PLAN			
EXISTING ZONING	RESIDENTIAL DISTRICT 1.2 (RD1.2) ZONE		
PROPOSED ZONING	RESIDENTIAL DISTRICT 2.3 (RD2.3) ZONE		
PERMITTED ZONING	TOWNHOME DWELLING, AMONG OTHER USES PERMITTED WITHIN THE RESIDENTIAL DISTRICT 2.3 ZONE		
PROPOSED USE	TOWNHOME DWELLING		
DESCRIPTION	REQUIRED	PROVIDED	ZONING COMPLIANCE
MIN. FRONTAGE WIDTH	20.00m (65.62 ft)	20.00m (65.62 ft)	COMPLIES
MIN. LOT AREA	200.00m²	≥ 200.00m² (2,152.78 sq ft)	COMPLIES
MIN. FRONT YARD	6.00m	SEE ABOVE TABLE	
MIN. REAR YARD	7.50m	SEE ABOVE TABLE	
MIN. SIDE YARD	1.50m	SEE ABOVE TABLE	
MIN. LOT WIDTH	EQUAL TO THE WIDTH OF THE DWELLING UNIT PLUS ANY EXTERIOR SIDE YARD AS EXISTING AT THE TIME OF THE LOT SEVERANCE	SEE ABOVE TABLE	
MAX. LOT COVERAGE (ZBL 5.23.5)	45% OF LOT AREA; AND 50% OF LOT AREA FOR TOWNHOME DWELLING SEVERED BY A COMMON INTERIOR LOT LINE THAT SEPARATES THE DWELLING UNITS	SEE ABOVE TABLE	
MAIN BUILDING HEIGHT	MAX 9.00m	9.00m	COMPLIES
FRONT YARD PAVING	50% OF THE REQUIRED FROM YARD AREA PLUS 5% PER METER DECREASE IN LOT WIDTH BELOW 9M TO A MAXIMUM OF 70% OF THE REQUIRED FRONT YARD AREA.	SEE ABOVE TABLE	
ACCESS AREA WIDTH	MIN 3.50m TO MAX 4.50m	3.50m	COMPLIES
PARKING FOR TOWNHOME DWELLING	1 SPACE FOR EACH DWELLING OF TOTAL 27 DWELLINGS = 27 SPACE	27 SPACES PROVIDED	COMPLIES
LOT BUILDING INFO			
TOTAL LOT AREA	5,977.53 m² (64,341.59 sq. ft) 0.597 ha (1.477ac)		
TOTAL BUILDING AREA	2,366.54 m² (25,473.22 sq. ft)		
TOTAL RESIDENTIAL DWELLING UNITS	27 UNITS		
HEIGHT OF BUILDING / NO. OF STOREYS	≤9.00m / 1.0 STOREY		
BUILDING USE & OCCUPANCY	RESIDENTIAL		

LEGEND	
	DRIVEWAY
	BUILDING ENVELOPE
	SIDEWALK

City Council Meeting Agenda - Monday, May 27, 2024
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COMMITTEE OF ADJUSTMENT/CONSENT AUTHORITY AGENDA RECORD

PLEASE BE ADVISED THIS MEETING IS CONDUCTED ELECTRONICALLY. (via ZOOM)

The following applications are scheduled to be heard by the Committee of Adjustment/Consent Authority on Thursday, May 30, 2024 in the order stated below.

ITEM	TIME	ROLL #	FILE #	APPLICANT	LOCATION	REQUEST
1	3:30 PM	3739070230114020000	A-020/24	BILAL CHEHADE, 8957827 CANADA CORP	3244 BYNG RD	**RELIEF:** Construction of a single unit dwelling with reduced minimum lot width, area, and side yards; maximum permitted garage width and front yard paving
2	3:30 PM	3739070230091000000	A-021/24	LENNON DEVELOPMENTS CORP.	3215 BYNG RD	**RELIEF:** Accommodating a single unit dwelling with reduced minimum lot width, lot area , and side yard width; exceeding maximum width of a garage and maximum front yard paving.
3	3:30 PM	3739030200024000000	B-010/24	ELSA MARIA MUSCEDERE, CELESTINO MUSCEDERE	848 LANGLOIS AVE	**CONSENT:** Technical Severance
4	3:30 PM	3739070050007000000	B-011/24	RANDY CARROLL	558 EDINBOROUGH ST	**CONSENT:** Create two new lots.
5	3:30 PM	3739070280043020000	A-022/24	CESIDIO PAGLIA	3341 RIBERDY RD	**RELIEF:** Construct a single unit dwelling with reduced minimum lot width, lot area and rear yard depth.
6	3:30 PM	3739060240068500000	B-012/24	BDB DEVELOPMENT INC	7450 ST ROSE AVE	**CONSENT:** Create a new lot.
7	3:30 PM	3739040440191000000	B-013/24	MATTEA INCORPORATED	938 TECUMSEH RD W	**CONSENT:** Technical severance.
8	3:30 PM	3739030030110000000	A-023/24	9636650 CANADA LTD.	227 LANGLOIS AVE	**RELIEF:** Construct a semi-detached dwelling unit with reduced minimum lot width.
9	3:30 PM	3739030370042000000	A-024/24	POLISH PEOPLES HOME ASSOCIATION	1279 LANGLOIS AVE	**RELIEF:** Construct a multiple dwelling exceeding the maximum number of dwelling units,and the reduced minimum lot area, side yard width, landscaped open space yard, number of parking spaces, number of

						visitor parking spaces, and parking area separation from an interior lot line.
10	3:30 PM	3739060210074000000	A-025/24	VRUNDA BHATT, DIPEN BHATT	1177 BELLEPERCHE PL	**RELIEF:** Construct a carport with reduced minimum side yard width.
11	3:30 PM	3739020090063000000	A-026/24	JOHN ANTHONY ROSATI	820 MONMOUTH RD	**RELIEF:** Construct an addition to a Townhome Dwelling Unit with reduced minimum side yard.
12	3:30 PM	3739070070048000000	A-027/24	COPORATION OF THE CITY OF WINDSOR	2969 LANGLOIS AVE	**RELIEF:** Construct single unit dwelling with reduced minimum lot width.
13	3:30 PM	3739070740001000000	A-028/24	1339408 ONTARIO INC.	3565 FOREST GLADE DR	**RELIEF:** Reduced Building Set Back; removal of parking area landscape separations between parking rows.
14	3:30 PM	3739070740001000000	B-014/24	1339408 ONTARIO INC.	3565 FOREST GLADE DR	**CONSENT:** Consent to amend existing reciprocal access agreement. Consent to amend the servicing agreement to allow for relocation of services.
15	3:30 PM	3739080300154000000	B-015/24	SUPREME HOMES INC.	3445 CHURCH ST	**CONSENT**: Sever alley

If a person or public body that files an appeal of a decision of the Committee of Adjustment in respect of the proposed consent does not make written submissions to the Committee of Adjustment before it gives or refuses to give a provisional consent, the Ontario Land Tribunal may dismiss the appeal.

In addition, if you wish to be notified of the decision of the Committee of Adjustment in respect of the proposed applications, you must make a written request to the Committee of Adjustment at the address shown below with the specific file number please emails COAdjustment@citywindsor.ca . **NOTE**: To access the Agenda Record, Comments for the upcoming meeting, and past Committee of Adjustment Minutes, please visit our website at: Committee of Adjustment Meeting Agenda (citywindsor.ca)

THE CITY OF WINDSOR ONTARIO, CANADA

Council Report: CM 8/2024

Subject: Housing Solutions Made for Windsor - The Expression of Interest Process - City Wide

Reference:

Date to Council: May 27, 2024
Author: Joe Baker
Manager, Corporate Projects - Economic Development (A)
519-255-6100 ext. 6459
jbaker@citywindsor.ca
Economic Development & Innovation
Report Date: 5/9/2024
Clerk's File #: GM/14784

To: Mayor and Members of City Council

Recommendation:

THAT the report of the Manager, Corporate Projects – Economic Development regarding the Expression of Interest (EOI) process for the Housing Solutions Made for Windsor Project **BE RECEIVED** for information.

Executive Summary:

N/A

Background:

The City of Windsor is experiencing unprecedented growth spurred by various economic development and large-scale infrastructure projects, which is contributing to pressures on the local housing market. The City is frequently approached by developers with concepts and proposals for development on City-owned land. As part of the efforts to address the housing crisis, the City began reviewing municipal lands in 2023 to identify sites that could support residential development.

Administration reviewed the inventory of current City-owned properties to determine which lots would be viable for housing developments and brought these options to City Council. At the in-camera meeting of February 12, 2024, City Council considered several options for disposition of high-potential land. On March 1, 2024, the Mayor and members of Council announced the **Housing Solutions Made for Windsor Project**, with an initial request for Expressions of Interest (EOIs) on four City-owned properties.

Discussion:

The Housing Solutions Made for Windsor Project ("HSMFW Project") focuses on leveraging municipal lands for housing development to address the city's housing supply and affordability challenges. This process involves several steps that leverage the expertise of multiple departments to prepare the lands/properties, determine what is feasible from a planning and engineering perspective, issue Expressions of Interest (EOIs), communicate and market the EOIs to a targeted developer audience, and evaluate development proposals received in response to the EOIs.

The objectives for the HSMFW Project are as follows:

1. **Increase Housing Supply**: The City of Windsor seeks to meet aggressive housing targets to accommodate its growing population. This includes identifying municipal lands that can be developed into housing.
2. **Streamline Development Processes**: The initiative includes efforts to accelerate and incentivize the housing application processes. This involves reducing permit processing times, removing perceived red tape and administrative barriers, and making land shovel-ready for development.
3. **Engage in Public Consultation**: An important objective of the plan is to engage with the community through public consultation. This ensures that developments are complimentary to and respectful of established neighbourhoods and the quality of life for residents.
4. **Reinvest in Community Amenities**: Funds obtained from the sale of land may be reinvested into local amenities. This aims to not only increase the housing supply but also enhance the surrounding community and quality of life for Windsor residents.
5. **Respect and Protect Community Integrity**: The City commits to increasing the housing supply while respecting the investments of residents and protecting the unique characteristics and infrastructure of Windsor's neighbourhoods.
6. **Optimize Land and Property Banking:** Establish a strategic approach to managing and utilizing the City's land assets to support long-term housing development goals. This involves acquiring, holding, and allocating municipal lands in a manner that maximizes their potential to meet future housing demands.

Project Charter

A Project Charter and governance model has been established for the HSMFW Project. The Project Charter is a document that provides an overview of the strategy and deliverables, describes the Project Organizational Structure as shown in Appendix A, outlines project roles and responsibilities as shown in Appendix B, and defines the project environment. The Project Charter allows all project participants to work towards a common goal and set expectations, while becoming the standard against which changes to project scope and duration are identified and evaluated.

An Executive Committee, in consultation with the Chief Administrative Officer, has accountability for the project, and will report directly to City Council as part of the Project Organizational Structure. The overall Project Lead in consultation with the individual

Working Groups reports directly to the Executive Committee. And lastly, each property will have a designated Site Lead who manages day-to-day project activities and reports up to both the Overall Project Lead and Executive Committee.

The Advisory Support Group will offer specialized technical guidance and supervision to the Executive Committee as it interfaces with the Working Groups and project leads. This group ensures that the Executive Committee's decisions are well-informed, aligning with technical standards and project objectives, thus facilitating effective oversight and strategic direction throughout the project's lifecycle.

Expression of Interest (EOI) Process

Unlike the formal Request For Proposal (RFP) process which identifies a specific need and creates a binding relationship between the City and respondent, the EOI process is non-binding and used to gather information on the respondent's interest in the proposed opportunity, or information on the respondent's capabilities and qualifications. The EOI process provides an opportunity for respondents to be creative with their response to the proposed opportunity, while still allowing for negotiation to ensure City Council's objectives are met.

All EOI submissions will be thoroughly examined by an evaluation committee to assess their viability and alignment with project goal. Each submission may be evaluated considering housing supply and affordability goals, design and conceptual suitability, developer experience and capacity, financial viability and plan, marketing and business strategy for the development, anticipated risks and constraints, sustainability and climate change, and the development vision for each site.

City Council will be provided with a comprehensive analysis of each submission in response to the EOIs on an ongoing basis by Administration. The site evaluations will detail each proposal, highlighting the advantages and disadvantages, and provide recommendations for future actions on each.

The following chart identifies typical project milestones to be anticipated throughout the EOI process for each development site. It is important to recognize that each site being considered under the HSMFW Project may have differing target dates based on its specific release schedule, readiness for development, and any unique challenges or considerations. This flexibility allows for a tailored approach to each site, ensuring that the project effectively addresses the unique needs and opportunities of each location. This milestone chart provides a general framework, with the understanding that adjustments may be necessary as the project progresses and in response to specific site conditions and stakeholder feedback. In addition, it should be noted that EOI processes are inherently flexible, and there is no guarantee or obligation to engage or negotiate with any respondent unless Council so directs. City Council's participation, input and approval is required for up to six specific project milestones throughout the EOI process.

Expression of Interest (EOI) Project Milestones
Retain Consultants for site specific studies
Administrative Working Group formed to establish content of EOI
Announcement of EOI release in partnership with Mayor and City Council*
Release of EOI
Ongoing promotion of development site
Administrative evaluation of EOI Submissions
Report to City Council with Comprehensive Summary of EOI submissions and Recommendation from Administration*
Based on Council direction, engage with selected EOI Respondent(s) for Initial Feedback, clarification, further information, etc.
Direction from City Council Provided for Negotiations*
Based on Council direction, negotiations with selected EOI Respondent(s) as required
Finalization and Approval of Selected Respondent from City Council*
Execution of Development Agreement*
Submission of Development Application(s) and Legislated Public Consultation Period*
Report to City Council with Comprehensive Project Update
Initiation of Development (Ground-breaking)

*** - milestone requiring City Council input and approval**

Throughout the EOI process, the following strategic actions will be implemented:

- **Negotiations and Feedback**: Engage in discussions with respondent(s) to refine proposals based on initial reviews. This may lead to more definitive plans that better meet the City's objectives for housing development.

- **Targeted Approval Process:** Implement a streamlined evaluation procedure based on a clearly defined evaluation matrix and scoring system, designed to prioritize submissions according to their alignment with the City's housing development goals. This approach ensures that the most strategically important projects are advanced first.
- **Communications and Marketing Plan**: Develop and implement strategies to promote the available sites to potential developers and investors. This will include digital campaigns, informational sessions, and direct outreach to engage a wide array of potential applicants.
- **Community Engagement**: Implement a public consultation process on appropriate sites, to ensure developments respect and enhance existing neighbourhoods. Feedback from residents will be instrumental in guiding the proposal evaluation and negotiation processes.
- **Financial and Incentive Discussions**: Detailed discussions with respondent(s) about financial plans, potential incentives offered by the City (i.e. Community Improvement Programs), and any support needed to make projects viable (i.e. bundling of properties) and beneficial to the community (i.e. public access to on site parkettes).
- **Review of Partnership Opportunities**: Consideration of direct partnerships or a "go it alone" model for certain sites, where the City might undertake development directly, especially if it aligns better with strategic public or affordable housing objectives. Should this approach be considered, administrations will follow the established Design-Build Contracting policy.

City-owned land can be a strategic asset for increasing housing supply, addressing affordability challenges, and promoting a form of balanced urban development emphasizing infill and redevelopment. Bundling properties together under the Housing Solutions Made for Windsor Project will allow developers to evaluate what works best for them and their respective project, and potentially identify additional buildings or parcels suitable for residential development.

Risk Analysis:

There are no risks to accepting this report for information.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

There are no financial implications to accepting this report for information. Any financial impacts will be reported to City Council in future reports related to the EOI responses received for each property.

Consultations:

Alex Vucinic – Manager, Purchasing and Risk Management
Kate Tracey - Senior Legal Counsel
Denise Wright – Manager, Real Estate Services

Conclusion:

Administration is committed to thorough due diligence and providing detailed technical information in each EOI while still allowing for creative flexibility from developers. A comprehensive report, including a scoring matrix and any Administrative recommendations, will be presented to City Council for review and direction on each property.

City Council will have the opportunity to review and provide input to the project at several critical junctures. Council was initially involved in the review and consensus of the first list of properties, as detailed in the in-camera report on February 12, 2024. Additionally, Council will receive comprehensive updates and development proposals, which they will review and discuss during upcoming City Council meetings. These sessions ensure that Council's decisions are based on thorough evaluations and are aligned with the community's needs and the city's strategic objectives. Furthermore, final approvals of the proposals and key project milestones will also be subject to Council's review, feedback and endorsement, ensuring their ongoing oversight and input throughout the project lifecycle.

Planning Act Matters:

N/A

Approvals:

Name	Title
Joe Baker	Manager, Corporate Projects – Economic Development (A)
Matthew Johnson	Executive Director, Economic Development and Climate Change
Jelena Payne	Commissioner, Economic Development
Mark Nazarewich	City Solicitor (A)
Dana Paladino	Commissioner, Corporate Services
Janice Guthrie	Commissioner, Finance and City Treasurer
Janice Guthrie for Joe Mancina	Chief Administrative Officer

Notifications:

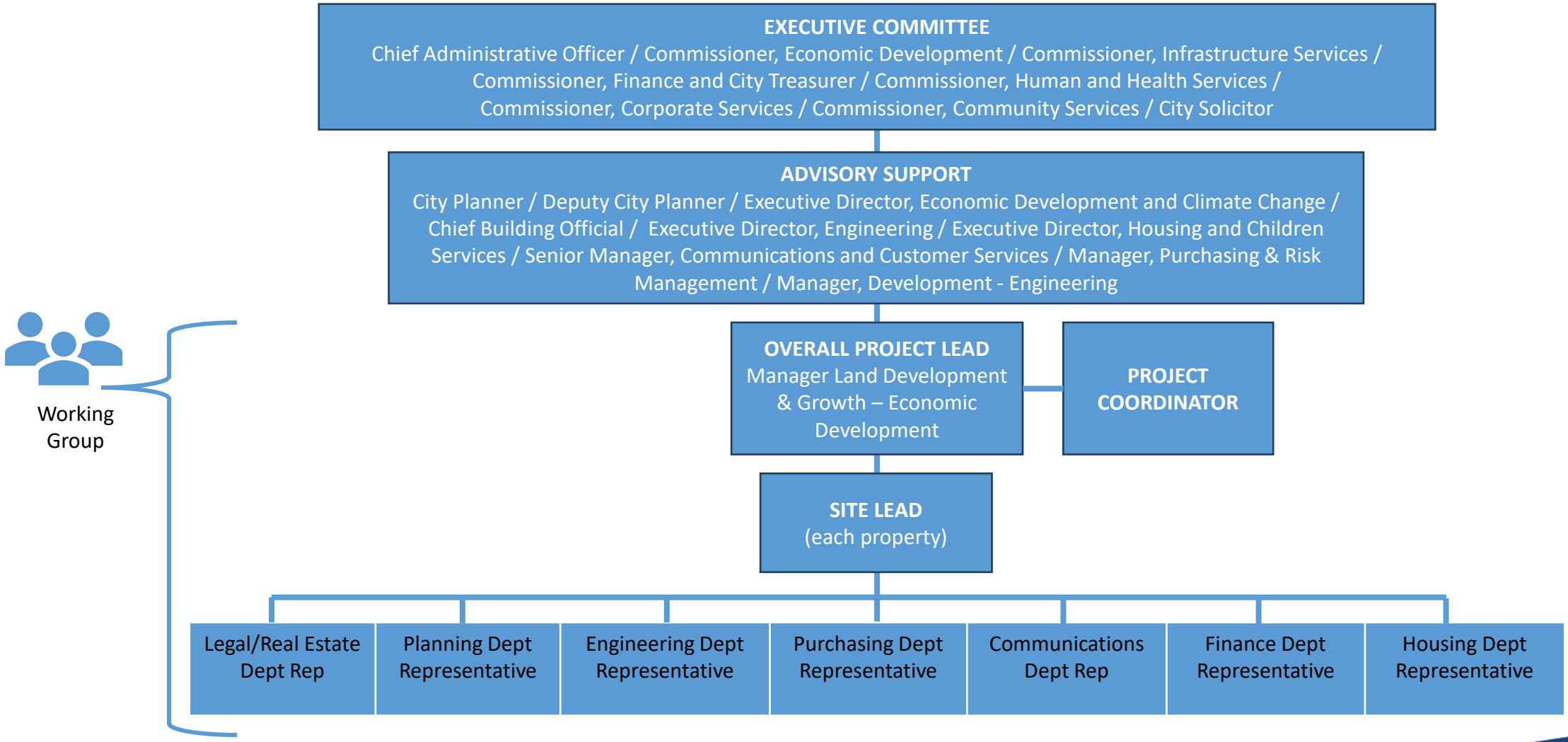
Name	Address	Email

Appendices:

APPENDIX A – Housing Solutions Made for Windsor: Project Organizational Structure

APPENDIX B – Housing Solutions Made for Windsor: Project Responsibilities

APPENDIX A – Housing Solutions Made for Windsor: Project Organizational Structure



APPENDIX B – Housing Solutions Made for Windsor: Project Responsibilities



Executive Committee (CAO, Corporate Leadership Team and City Solicitor)

- Receive and approve Project progress reports
- Review, approve and oversee implementation of detailed work plan for Project
- Ensure Project direction is consistent with departmental and end users' needs
- Review and resolve business issues
- Through support staff, maintain minutes of all meetings, general records and other resources
- Approve funding transfers between individual site projects
- Strategic Oversight: Provide overall strategic direction and oversight for the project, ensuring alignment with city-wide goals and policies
- Stakeholder Engagement: Engage with high-level stakeholders, including government officials, major investors, and community leaders, to garner support and resources for the project
- Risk Management: Monitor project risks at the strategic level and make decisions on mitigation strategies



Manager of Land Development & Growth – Economic Development (Overall Project Lead)

The Manager, Land Development & Growth – Economic Development is responsible for the overall planning and coordinating of the various site projects that form the Housing Solutions Made for Windsor Project and monitoring progress and budget. Specific responsibilities include:



- Prepare Project progress reports for the Executive Committee
- Call and chair working team meetings, as required
- Present overall work plan/timeline for all elements of the Project to the Executive Committee for approval
- Responsibility for the overall execution of the Housing Solutions Made for Windsor Project and co-ordination of all site projects
- Ensure all Project components are in compliance with the City of Windsor's Purchasing By-law
- Coordinate work on legal agreements
- Monitor progress to ensure successful completion of each site project and milestones
- Identify and manage Project risks, scope and escalate to the Executive Committee as required
- Ensure proper communication with Project team and external communications
- Report writing as assigned by the Executive Committee, including progress updates to City Council
- Working along with the various Project Managers to ensure project fulfillment
- Ensuring consistency wherever practical in the content of Expressions of Interest for each property



Housing Solutions Made for Windsor: Project Responsibilities Cont'd



Project Coordinator (under the Overall Project Lead)

- Day-to-Day Management: Assist with the daily management of the project, including scheduling meetings, managing timelines, and keeping track of deliverables
- Documentation: Responsible for project documentation, including assisting with and maintaining project plans, reports, and communications materials
- Support to Working Group: Provide administrative and logistical support to the Working Group, facilitating their activities and ensuring they have the resources needed
- Stakeholder Queries: Handle queries from stakeholders, providing timely and accurate information about the project
- Assists in bridging the departmental gaps and ensures that projects are on-schedule and funding requirements are met
- Coordinating media requests for information with communications department



Site Lead (each property)

Site Leads will be assigned to the individual projects over the course of the project. They are each responsible for organizing their respective site projects into one or more sub-projects, managing the day-to-day aspects of the projects, developing the detailed work plan, resolving planning and implementation issues, and monitoring progress and budget. Specific responsibilities include:



- Develop a project specific Project Charter (Small & Medium projects) which defines the scope and overall approach for the respective project
- Present detailed work plan/timeline for all elements of individual projects to the Executive Committee for approval
- Responsibility for the overall execution of individual projects and co-ordination of all activities
- Ensure all project components are in compliance with the City of Windsor's Purchasing By-law
- Coordinate work on legal agreements
- Monitor progress to ensure successful completion of each milestone
- Identify and manage project risks and scope and escalate to the Executive Committee
- Ensure proper communication with project team and external communications
- Establish relationship with vendors and co-ordinate
- Responsible for day to day activities
- Approval of all project invoices
- Provide fiscal responsibility for the individual project including tracking project expenditures
- Report writing as assigned by Executive Committee
- Working along with Manager, Land Development & Growth – Economic Development and the Project Coordinator to ensure project fulfillment
- Track all contracts and purchase orders to ensuring appropriate adherence to contractual commitments



Housing Solutions Made for Windsor: Project Responsibilities Cont'd









Working Group (composed of Department representatives from Legal, Planning, Engineering, Purchasing, Communications, Finance & Housing)

- Technical Expertise and Advice: Each Department provides specialized expertise and advice to inform project decisions, ensuring compliance with legal requirements, planning policies, engineering standards, and financial constraints
- Operational Support: Support the operational aspects of the project within their areas of expertise, such as Expression of Interest contract management (Purchasing), project financing (Finance), or public engagement (Communications)
- Risk Identification: Identify potential risks and challenges within their areas of expertise and propose mitigation strategies
- Regulatory Compliance: Ensure that the project complies with all relevant laws, regulations, and standards, coordinating with external regulatory bodies as needed

Project Communication Team

- Prepare a comprehensive communication plan for the Executive Committee to approve, if applicable
- Event planning, if applicable
- Media releases, if applicable
- Website updates
- General communication

THE CITY OF WINDSOR ONTARIO, CANADA

Council Report: C 55/2024

Subject: Enter into a Lease for Trash Compactor at Huron Lodge - City Wide

Reference:

Date to Council: May 27, 2024
Author: Alina Sirbu
Executive Director, Huron Lodge
519-253-6060 ext. 8253
asirbu@citywindsor.ca

Huron Lodge
Report Date: 5/6/2024
Clerk's File #: APM/14708

To: Mayor and Members of City Council

Recommendation:

Whereas in the opinion of the CFO/ City Treasurer and the City Council the proposed lease financing agreement will not materially impact the debt and financial obligation limit of the City of Windsor, and its risks, in combination with all the other lease financing agreements of that category entered into or proposed to be entered into this year by The Corporation of the City of Windsor, will not result in a material impact for the community be it resolved:

THAT APPROVAL BE GIVEN for a lease agreement between The Corporation of the City of Windsor and Metro Compactor Service Inc. (the "Lease Agreement") to lease a self-contained trash compactor to be located at the facility known as Huron Lodge, located at 1881 Cabana Road West, in accordance with the following terms:

BASIC TERMS:
a) Commencement Date May 1, 2024
b) Termination Date April 30, 2029
c) Lease Term 60 months
d) Lease Term Cost $33,900 plus HST
e) Annual Contract Cost $6,780 per year, plus HST
f) Monthly Lease Cost $565 per month, plus HST;

and,

THAT the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign the Lease Agreement, to be satisfactory in form to the City Solicitor, in content to the Executive Director, Huron Lodge and in financial content to the City Treasurer.

Executive Summary:

N/A

Background:

Huron Lodge is the only city-owned facility with a trash compactor. Unlike any other city facility, Huron Lodge provides 24 hour/7 days a week care to 224 residents and consequently produces a substantial amount of waste. Due to the volume of garbage produced, a trash compactor meets the demand to contain this waste in compliance with infection prevention and control protocols and standards and minimizes potential harm to the end user. Note, having a standard garbage bin is not recommended due to the volume and nature of waste and would require three to five times more garbage collection occurrences each week creating negative environmental outcomes.

The current trash compactor has been owned by the facility since 2007 when the Huron Lodge facility was completed. Regular repairs and maintenance have occurred on the unit throughout its 14 year life. A service contract with a vendor to repair or maintain the current unit is no longer an option due to its condition. The options available to secure a trash compactor in the industry are lease or buy.

Discussion:

Huron Lodge explored purchasing a new trash compactor unit at a cost of approximately $60,743 excluding HST and will include a limited maintenance agreement compared to a 5 year lease with a comprehensive maintenance agreement estimated at $33,900 excluding HST.

Huron Lodge is a licensed long-term care home, governed by the Ministry of Long-Term Care through the Fixing Long-Term Care Homes Act, 2021 and accompanying Regulations. Regulation 246/22 specifies that licensees are responsible to ensure there is an organized program of maintenance services for the home (O. Reg. 246/22, S19 (1) (c)). Furthermore, the regulation states that the “furnishings and equipment are maintained in a safe condition and in good state of repair” (O. Reg. 246/22, S19 (2) (c).

Maintaining the trash compactor in working order is important to effectively manage the daily volume of waste produced by the home, minimizing downtime. High use mechanical units of this kind require routine maintenance and repairs. Should a new trash compactor be purchased, the repair and maintenance service agreement available is limited and less comprehensive than leasing a unit. The preventative maintenance and repairs service agreement accompanying a lease agreement will ensure Huron Lodge will have consistent use of a trash compactor. This is critical in mitigating regulatory, infection control and environmental risks.

Huron Lodge concludes that it is not cost effective, or operationally sound to purchase a trash compactor with the regulatory and infection prevention and control requirements. As such, Huron Lodge is seeking council approval to enter into a lease agreement for the trash compactor that will allow for a service guarantee of preventative maintenance and repairs and safe removal of waste.

Risk Analysis:

Aging machinery and equipment can result in a range of risks, affecting productivity, safety, competitiveness, and overall business sustainability. These risks can be mitigated with regular assessment, effective maintenance plans, and investments in upgrades or replacement. An update and more efficient trash compactor can lead to long-term cost savings, improved operational reliability, and better environmental outcomes.

Climate Change Risks

Climate Change Mitigation:

Replacing an existing trash compactor unit is not expected to result in any notable changes in emissions. Should Huron Lodge not have a trash compactor, the use of a regular garbage bin would increase emissions as there would be three to five garbage collections each week as opposed to one collection per week using a trash compactor. Having a trash compactor at the Huron Lodge site aligns with our commitment to sustainability and environmental responsibility.

Climate Change Adaptation:

N/A

Financial Matters:

As defined by Ontario Regulation 653/05, the proposed rental of this equipment involves long-term financing of a capital undertaking of the municipality. In accordance with the City's Leasing Financing Policy (the Policy), a high-level comparison between purchasing a new compactor and leasing a unit is required as the total lease payments amount to $100,000 or less (Section 5.2). The preamble in the recommendation is required in accordance with Section 5.3 of the Policy.

As indicated above, Huron Lodge explored purchasing a new trash compactor unit at a cost of approximately $60,743 excluding HST and will include a limited maintenance agreement compared to a 5 year lease with a comprehensive maintenance agreement estimated at $33,900 excluding HST.

Huron Lodge is seeking Council approval to enter a sixty (60) month or 5-year lease agreement for a new trash compactor. A full maintenance service guarantee for the leased trash compactor is included in the cost of the lease. Thus, no additional costs to maintain the trash compactor are required.

A summary of the lease costs is described in the table below.

	Inclusive of non-recoverable HST
Monthly Cost	$575
Annual Cost	$6,900
Lease Term: 60 Month (5 year) Cost	$34,500

The average expenditures associated with owning the existing trash compactor for a preventative maintenance contract and repairs are approximately $13,000 annually and expensed in the contracted services account. Thus, entering into a lease agreement for a trash compactor with an annual cost of $6,900 inclusive of non-recoverable HST would yield a savings of an estimated $6,100 annually in this budget line. Due to rising costs of other contracted services and repairs for Huron Lodge, the current budget for contracted services shall remain constant to absorb these inflationary pressures. Through the redistribution of budgets, there are sufficient dollars available within the annual equipment rentals budget 001-3120-5347-04810-0122961 to fund the trash compactor lease.

Consultations:

Daryel Brisebois - Supervisor, Facilities – HL
Jim Leether - Administrator Waste Collection
Kate Tracey – Senior Legal Counsel

Conclusion:

In order to comply with the home's legislative obligation to have a preventative maintenance program and dispose of biohazard waste safely at minimal cost, Administration is requesting to enter into a lease agreement for a trash compactor at Huron Lodge.

Planning Act Matters:

N/A

Approvals:

Name	**Title**
Alina Sirbu	Executive Director/Administrator–Huron Lodge Long-term Care Home
Wira H.D. Vendrasco	City Solicitor
Dana Paladino	Commissioner, Corporate Services (A)
Janice Guthrie	Commissioner, Finance and City Treasurer

Name	Title
Andrew Daher	Commissioner, Human and Health Services
Anna Ciacelli for Steve Vlachodimos	City Clerk
Janice Guthrie for Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email

THE CITY OF WINDSOR ONTARIO, CANADA

Council Report: C 37/2024

Subject: 2023 Annual Report - Building Permit Fee Reserve Fund - City Wide

Reference:

Date to Council: May 27, 2024
Author: J. Gualtieri, Financial Planning Administrator
519-255-6100 ext. 1668 jgualtieri@citywindsor.ca

John Revell, Chief Building Official
519–255-6267 x6444
jrevell@citywindsor.ca
Planning & Building Services
Report Date: April 3, 2024
Clerk's File #: APM/14708

To: Mayor and Members of City Council

Recommendation:

That the 2023 Annual Report on Building Permit Fees Reserve Fund **BE ACCEPTED**.

Executive Summary:

N/A

Background:

Attached (Appendix A) is a copy of the 2023 Annual Financial Report on Building Permit Fee Reserve Fund ("BPFRF" or "Reserve") to be received for information purposes. This Annual Report is issued pursuant to the requirements of Section 7(4) of the Ontario Building Code Act, as amended. Section 7(4) requires municipalities to report annually as stated below:

> *"Every 12 months, each principal authority shall prepare a report that contains such information as may be prescribed about any fees authorized under clause (1)(c) and costs of the principal authority to administer and enforce this Act in its area of jurisdiction."*

Further to this, the principal authority shall make its report available to the public in the manner required by regulation OBC 1.9.1.1.

Municipalities are mandated to report annually the amount of building permit fees collected, and all costs related to the administration and enforcement of the Ontario Building Code Act, together with a statement of financial position of any established

Building Permit Fee Reserve Fund. Municipalities are not permitted to include costs associated with enforcement of property standards or other by-laws, nor can building permit fees be used to fund the costs of such work.

In July 2005, the City of Windsor established a Cost Stabilization Fund known as the Building Permit Fee Reserve Fund as required under the Building Code Act. The purpose of this fund is to record any cumulative operating surpluses to help offset any potential permit revenue declines inherent with the economic cycles of the building industry. A deficit in the BPFRF can be addressed by increasing permit fees, reducing expenditures, subsidization from the general tax levy, or a combination of all three.

Costs reported on the statement include both Building Services direct costs as well as Corporate indirect costs. Financing charges earned on any balances in the reserve are also itemized.

Section 7 of the Building Code Act does allow the municipality to levy fees to offset the anticipated costs of providing service. There is no provision supporting retroactive recouping of losses. This means that fees cannot be adjusted to recover past revenue shortfalls thereby potentially penalizing future permit applicants.

Discussion:

General Considerations

Any surplus balance held in the BPFRF is limited to the administration and enforcement of the Ontario Building Code. The BPFRF may be used to offset costs where revenues in any given year do not cover actual operating costs, or where there are anticipated new costs (i.e., new staff or capital expenditures), which are projected in future years. There is no limit specified in the Building Code Act with respect to the magnitude of the balance in the Fund (either positive or negative).

Approximately 70% percent of the Building Services budget is directly attributed to carrying out the enforcement of the Ontario Building Code thus funded by way of a transfer from the BPFRF. The remainder of the Building Services budget (approximately 30%) is funded from the tax levy and provides for the enforcement of regulatory by-laws, property standards and the delivery of housing rehabilitation programs inspections, storm and sanitary sewer inspections and liquor license inspections.

Budgeted Draw from/Contributions to the BPFRF

Draws from and contributions to the Reserve are impacted by changes in Building Permit revenues and Building Services administrative expenditures.

The 2023 budgeted draw on the Reserve was set at $1,100,244. The budgeted draw on the Reserve is the estimated additional amount needed over and above anticipated

revenue in order to pay the total forecasted direct and indirect costs of Building Code Enforcement for the year. Every permit revenue dollar earned reduces the need to use the Reserve Fund to pay for the total operating costs. To enhance revenue, Administration has recommended increases (mostly inflationary) in permit fees in most budget years. To reduce expenditures, a reduction of staff complement and/or operating expenses would be required. It should also be noted that many factors can impact the services being provided. For example, Ontario Building Code Legislation is revised annually by the Provincial Government. Numerous changes can and do occur which translate into more tasks being required of Building Code Enforcement Staff and consequently more staff time needed on projects.

The Reserve draws and contributions are based on actual results. By comparison, in 2023 the volume of permits issued (1,793) was less than 2022 (1,941) however the total construction value was 186.6% higher ($1,184M) than that of 2022 ($413M). Refer to Appendix B Construction value attached. As such, significant improvements in revenue were realized in both the industrial and institutional categories. In terms of expenditures, actual costs incurred were slightly above 2022 results largely due to salary and benefit increases.

For 2023, a contribution of $7,204,224 was made to the BPFRF.

Additional Points of Information

Building Services has no control over the local economy nor a precise forecast of how the economy will trend. There are, however, significant developments currently under construction in the City of Windsor that will continue to generate a positive trend in the construction industry for the foreseeable future. Further, Planning projections suggest that current economic growth and development activity will continue in the coming years.

Copies of the Annual Report are made available to the public i.e. posted on the Corporate website. The City of Windsor will also post the report by letter to the construction industry via the Greater Windsor Home Builders Association, Windsor Construction Association and the Ministry of Municipal Affairs and Housing.

Risk Analysis:

There are no legal/risk management impediments to approving the recommendation in this report. Subsection 7(4) of the *Building Code Act* requires the municipality to prepare an annual report respecting building permit related fees. Factors affecting the Reserve balance are noted throughout the report.

Climate Change Risks

N/A

Financial Matters:

The budgeted operating draw to the Reserve for 2023 was $1,100,244. Given the economic environment, the Building Permit activity revenue over expenses resulted in a contribution to the BPFRF in the amount of $7,204,224. Factors contributing to this amount includes $5,818,075 from increased revenue, staff gapping savings of $1,348,281, and one-time recoveries totalling $37,868 for staff working on the Streamline Development Approval project. The table below shows a 10-year historical operating contributions/(draws) against the Reserve since 2014.

History of Building Permit Fee Reserve Fund Operating (Draws)/Contributions

2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
($512,509)	$145,774	$79,266	$430,259	($127,148)	$805,485	$223,919	$2,741,191	$1,588,877	$7,204,224

The balance in the Building Permit Fee Reserve on December 31, 2023 was approximately $10.1 million.

Construction Statistics

Appendix B (Historical Construction Values for Permits Issued 2015 – 2023) provides some construction statistics from the past decade recorded by Building Services. In 2023, industrial construction represented the largest contributor with residential construction in second in permit revenues collected. In contrast, the previous decade was when we saw much of the revenue coming from residential construction type projects.

Consultations:

Emilie Dunnigan – Manager Development Revenue and Finance Administration

Mike Dennis - Manager, Strategic Capital Budget Development and Control

Conclusion:

The annual report on the Building Permit Fee Reserve Fund is provided in accordance with legislative and reporting requirements.

Planning Act Matters:

N/A

Approvals:

Name	Title
Josie Gualtieri	Financial Planning Administrator
John Revell	Chief Building Official

Name	Title
Janice Guthrie	Commissioner, Finance and City Treasurer
Jelena Payne	Commissioner Economic Development & Innovation
Janice Guthrie for Joe Mancina	Chief Administrative Officer

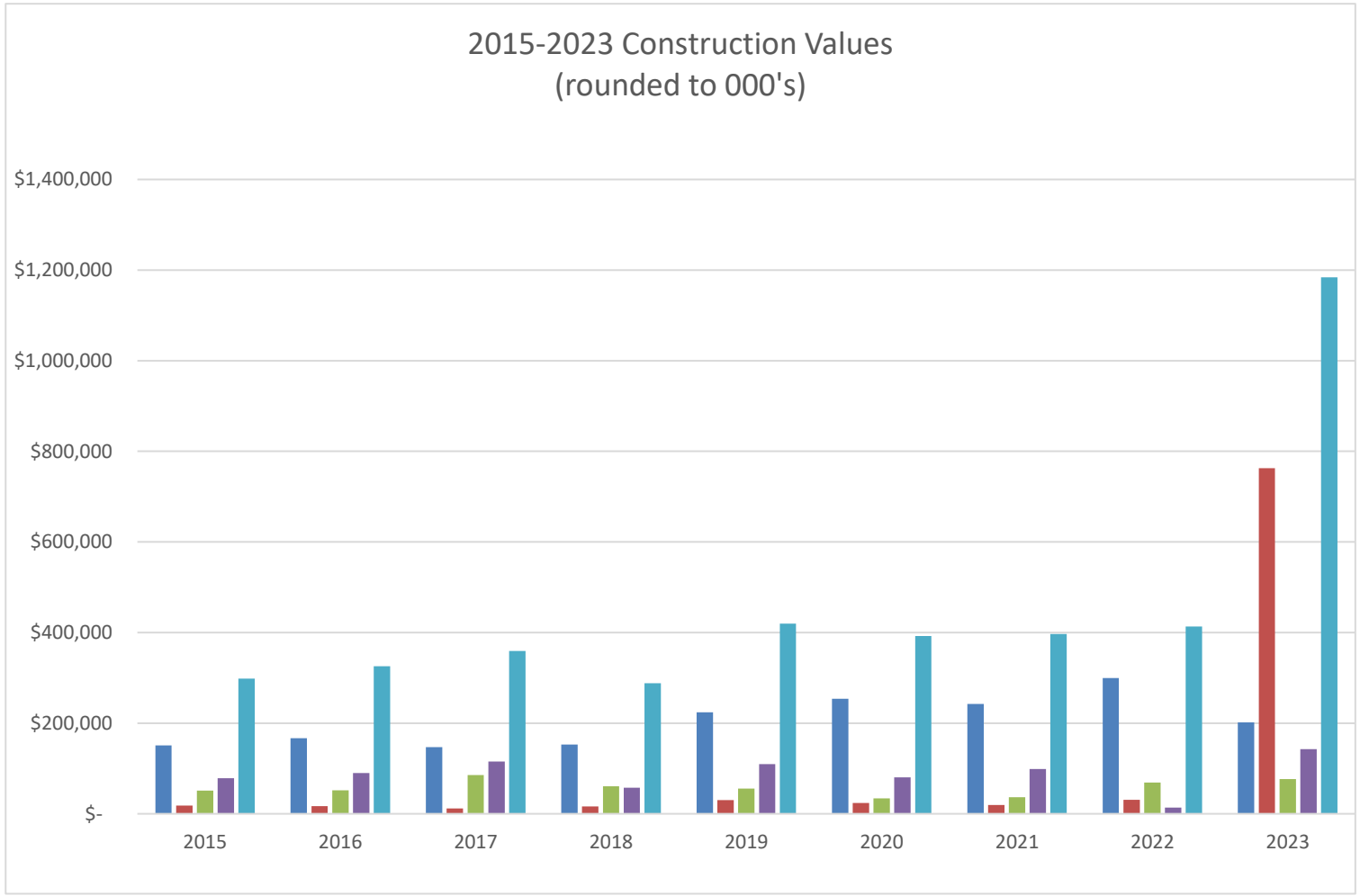
Notifications:

Name	Address	Email

Appendices:

1 Appendix A - Annual Financial Report of Building Permit Fee Reserve
2 Appendix B – Historical Construction values for Permits Issued

	2015	2016	2017	2018	2019	2020	2021	2022	2023
Residential	$ 150,851	$ 166,517	$ 147,306	$ 153,011	$ 224,014	$ 253,994	$ 242,348	$ 299,585	$ 202,062
Industrial	$ 17,976	$ 17,049	$ 11,642	$ 16,533	$ 30,183	$ 23,981	$ 19,402	$ 30,917	$ 762,485
Commercial	$ 51,076	$ 52,116	$ 85,368	$ 60,666	$ 55,884	$ 34,024	$ 36,423	$ 68,904	$ 76,503
Institutional	$ 78,509	$ 90,033	$ 115,176	$ 57,717	$ 109,551	$ 80,636	$ 98,612	$ 13,707	$ 142,875
Total	$ 298,412	$ 325,715	$ 359,492	$ 287,927	$ 419,632	$ 392,635	$ 396,785	$ 413,113	$ 1,183,925



APPENDIX A

CORPORATION OF THE CITY OF WINDSOR
ANNUAL REPORT OF BUILDING PERMIT FEE RESERVE
For the year ending December 31st, 2023

		2022	2023
BUILDING PERMIT RELATED FEES COLLECTED	**(A)**	**$6,229,891**	**$12,029,530**
DIRECT COSTS			
Permit Services Salary & Benefits		$1,930,272	$1,967,362
Permit Services Other Costs		$295,335	$283,148
Inspection Services Salary & Benefits		$1,493,064	$1,367,707
Inspection Services Other Costs		$189,955	$211,523
Building Admin.		$244,914	$414,802
Geomatics		$0	$0
Total Direct Costs		**$4,153,541**	**$4,244,542**
INDIRECT COSTS (Municipal Benchmarking Network Canada method utilized to allocate program support costs)			
Facility Management		$48,393	$97,708
Technology Services		$276,044	$318,739
Accounting & Finance		$68,700	$63,592
Human Resources		$88,106	$94,036
Corporate Services Admin.		$6,232	$6,688
Total Indirect Costs		**$487,473**	**$580,764**
TOTAL: DIRECT & INDIRECT COSTS	**(B)**	**$4,641,014**	**$4,825,306**
Calculated Legislated Permits Operating (Deficit)/Surplus	**(A) - (B)**	**$1,588,877**	**$7,204,224**
STATEMENT OF BUILDING PERMIT FEE RESERVES: fund 180			
Building Permit Fee Reserve Fund Opening Balance January 1st		$999,254	$2,613,049
Interest Charges/Earned and Finance Fee		$24,918	$289,256
Building Permit Fee (Deficit)/Surplus For The Year		$1,588,877	$7,204,224
Cumulative Building Permit Fee Reserve Fund at December 31st		**$2,613,049**	**$10,106,529**

Committee Matters: SCM 128/2024

Subject: Minutes of the Windsor Essex Regional Community Safety and Well-Being Plan's Regional Systems Leadership Table of its meeting held December 12, 2023.

Moved by: Councillor Jo-Anne Gignac
Seconded by: Councillor Mark McKenzie

Decision Number: **CSSC 245**
THAT the minutes of the Windsor Essex Regional Community Safety and Well-Being Plan's Regional Systems Leadership Table meeting held December 12, 2023 **BE RECEIVED**.
Carried.

Report Number: SCM 102/2024

Clerk's Note:

1. Please refer to Item 7.1 from the Community Services Standing Committee held on May 1, 2024.

2. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20240501/-1/10481

Committee Matters: SCM 102/2024

Subject: Minutes of the Windsor Essex Regional Community Safety and Well-Being Plan's Regional Systems Leadership Table of its meeting held December 12, 2023

MEETING OF THE
WINDSOR ESSEX REGIONAL COMMUNITY SAFETY AND WELL-BEING
SYSTEMS LEADERSHIP TABLE

MEETING MINUTES

TUESDAY, DECEMBER 12TH, 2023; 2:00PM TO 3:00PM

VISION: *"A COMMUNITY WHERE EVERYONE FEELS SAFE, HAS A SENSE OF BELONGING, EQUITABLE ACCESS TO SERVICES AND OPPORTUNITIES, AND CAN HAVE THEIR NEEDS MET ACROSS WINDSOR AND ESSEX COUNTY"*

In Attendance
Co-Chair
Sandra Zwiers
Members
Mary Birch, Kevin Blondin, Karel DeGraaf, Angela Ferguson, Bill Marra, Eric Nadalin
Project Team
Amanda Alchin, Doran Anzolin, Stephen Lynn, Michelle Oake

Regrets
Co-Chair
Andrew Daher
Members
Jeanie Diamond-Francis, Frank Providenti, Carolyn Warkentin, Jason Woods, Joyce Zuk

Agenda Item	Highlights	Action/Update
Call to Order	**1.1 Welcome** • Sandra Zwiers, Co-Chair of the Regional Systems Leadership Table (RSLT) and Chief Administrative Officer, County of Essex, welcomed members. • Guests from the Violence Against Women Coordinating Committee Windsor Essex (VAWCCWE) were scheduled to attend to present under Agenda Item 5.1 Community Spotlight. Due to a conflict with VAWCCCWE Members' schedules, the Community Spotlight presentation will be added to the next Quarterly RSLT Meeting. RSLT Members look forward to learning more about the great work the VAWCCWE is completing in the community. **1.2 Establish Quorum and Call to Order** • 7 members were present, establishing quorum. • The meeting was called to order at 2:01 pm. **1.3 Approval of Today's Agenda** • The Meeting Agenda for December 12, 2023, was approved. **1.4 Declaration of Conflicts of Interest** • N/A **1.5 Approval of September 13th, 2023, Meeting Minutes**	

	• The September 13, 2023, Meeting Minutes were approved.	

Matters of Discussion	**2.1 Progress Updates: WERCSWB Projects**
	• A high level review of the **four priority areas** within the WERCSWB Plan (henceforth the 'Plan') was provided:
	  ○ **Priority #1:** Good Governance & Data
	  ○ **Priority #2:** Engaged & Safe Communities
	  ○ **Priority #3:** Mental Health & Substance Use Supports
	  ○ **Priority #4:** Financial Security & Economic Equity
	• Each priority category consists of two goals and up to three initiatives per goal. In total, eight goals have been set, and 17 initiatives were established to achieve and action the goals. These must be actioned by 2026.
	2.1.1 Community Investment Fund
	• Municipal funding, provided by the City and County, will be used for awareness initiatives, training opportunities, safety and crime prevention walks, and other areas of the Plan that must be actioned, where grant funding has not been secured.
	• The RSLT was provided with an update regarding the projects, (including Goal 3 and Goal 7), being actioned through the Community Investment Fund.
	2.1.2 Building Safer Communities Fund (BSCF)
	• Through the BSCF, $2.7 million will be provided to the City of Windsor by Public Safety Canada, over three years to support the prevention of youth gun and gang violence in the region.
	• The media announcement, implementation activities (e.g. expansion of programs provided by New Beginnings and Youth Diversion, Public Call for Proposals and Development of a Regional Crime Prevention Council), and timelines were discussed.
	2.1.3 Data Consortium
	• An update was provided and received on the Data Consortium project, which falls under Priority #1 of the Plan (Good Governance & Data).
	• Next steps were discussed; moving forward, the Project Team will work with the City of Windsor's IT Department and community partners to propose a data project that can be built upon in the future.
	2.1.4 Substance Supports in Neighbourhoods Accessed through Police Partnerships (SSNAPP)
	• An update was provided regarding SSNAPP's presentation to senior leadership from the Windsor Essex County Health Unit, Windsor Police Service, and the City of Windsor.
	• A brief recap was provided regarding the SSNAPP initiatives underway, and how the SSNAPP Grant's partnerships and key performance indicators simultaneously action the Plan's Goal 4, Goal 5 and Goal 6.	

	3.1 RSLT *Terms of Reference*	**ACTION**

Unfinished Business	• *Terms of Reference* were disseminated for signature through DocuSign. Signing was paused due to undeliverable email addresses associated with recent hospital cyber attack. • *Terms of Reference* will be re-distributed via DocuSign. **3.2 New Structure of RSLT Meetings** • An update regarding the new structure of RSLT was provided. • Michelle Oake will be attending partnered committee meetings to streamline information reported to the RSLT moving forward. **3.2.1 Review Committee for Future (ESN and PWLE) RSLT Members** • The process and status on the expansion of the RSLT, to include members of the Enhanced Sector Network (ESN) and People with Lived Experience (PWLE), was discussed. • The *New Member* Selection Committee will be meeting in early 2024 to review and evaluate the Expressions of Interest submitted.	• Amanda Alchin will redistribute the *Terms of Reference* through DocuSign.
New Business / Round Table Discussion	**4.1 Good News** • A Gantt chart was provided to RSLT Members, outlining the Plan's priorities, goals, implementation actions, and their proposed timelines, with a completion date of December 2025. **4.2 Review of Events** **4.2.1 Festival of Guest Nations & Public Safety Day (September 2022/2023)** • The Project Team has attended this event since 2022, to bring awareness of the Plan and its ongoing implementation activities. **4.2.2 Safety and Crime Prevention Walks (2022/2023)** • Safety and Crime Prevention Walks have occurred in Leamington, Tecumseh, Essex, Harrow, and Windsor over the past two years. • The Project Team hopes to promote sustainability of Safety and Crime Prevention Walks by building internal capacity with partner municipalities, so that walks can be facilitated on an as-needed basis. **4.2.3 CPTED Training (2022/2023)** • In both 2022 and 2023, the Project Team hosted Crime Prevention through Environmental Design (CPTED) Workshops. Police Services, community partners and administration from partnered municipalities, attended these trainings. **4.2.4 DWCC Community Potlucks (2023)** • Community Engagement Events hosted in partnership with the SSNAPP Grant Team were discussed. There were approximately 200 attendees at each event hosted at Bruce Park, Mitchell Park, Wigle Park, and Glengarry Complex. **4.2.5 Trauma Training Sessions (2023)** • Multiple Trauma Training Sessions were provided to service providers throughout Windsor Essex, in partnership with the SSNAPP Grant Team.	

	• Post-training evaluations were administered, and requests were expressed by service providers for additional future trainings. **4.2.6 Crisis Training Intervention (2023)** • In partnership with the SSNAPP Grant Team, Multiple Crisis Training Intervention Workshops were hosted by the Crisis Training Resource Institute. These trainings brought together more than 110 local service providers across the region. The training equipped frontline staff with skills and tools to de-escalate potentially violent situations, and provide support in crises.	
Guest Presentation	**5.1 Community Spotlight: Update from Community Leaders** • VAWCCWE has been re-invited invited to the upcoming March meeting.	
Adjournment	**6.1 Next Quarterly Meetings** • March 21, 2024 (Virtual: 8:30 am – 9:30 am) • June 12, 2024 (Virtual: 9:00 am – 10:00 am) • September 11, 2024 (Virtual: 9:00 am – 10:00 am) • December 11, 2024 (Virtual: 9:00 am – 10:00 am) **6.2 Meeting Adjourned** • The meeting was adjourned at 1:48 pm.	

Committee Matters: SCM 129/2024

Subject: Minutes of the Meetings of the Executive Committee and Board of Directors, Willistead Manor Inc., held February 8, 2024

Moved by: Councillor Jo-Anne Gignac
Seconded by: Councillor Mark McKenzie

Decision Number: **CSSC 246**
THAT the minutes of the Executive Committee and Board of Directors, Willistead Manor Inc. meeting held February 8, 2024 **BE RECEIVED.**
Carried.

Report Number: SCM 82/2024

Clerk's Note:

1. Please refer to Item 7.2 from the Community Services Standing Committee held on May 1, 2024.

2. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20240501/-1/10481

Committee Matters: SCM 82/2024

Subject: Minutes of the Meetings of the Executive Committee and Board of Directors, Willistead Manor Inc., held February 8, 2024

A meeting of the **Executive Committee Board of Directors, Willistead Manor Inc.** is held this day commencing at 4:00 o'clock p.m. at Willistead Manor, there being present the following members:

D. Sanborn, Chair
J. Evans
C. Gaudette
R. Gauthier

Also in attendance are the following Resource Personnel:

D. Seguin, Deputy Treasurer – Financial Accounting
C. Menard, Supervisor, Community Programming - Cultural Affairs & Willistead Manor Coordinator
S. Gebauer, Council Assistant & Executive Secretary to the Board of Directors, Willistead Manor Inc.

1. CALL TO ORDER

The Chairperson calls the meeting to order at 4:04 o'clock p.m. and the Executive Committee considers the Agenda being Schedule "A" ***attached*** hereto, matters, which are dealt with as follows:

2. ADOPTION OF THE MINUTES

Moved by J. Evans, seconded by C. Gaudette,
That the minutes of the Executive Committee Board of Directors Willistead Manor Inc. meeting held November 9, 2023, **BE ADOPTED** as presented.

Carried.

3. BUSINESS ARISING FROM THE MINUTES

None.

4. REPORTS

4.1 Chairperson

D. Sanborn discusses the Mayor's reception, which was a success, noting its high attendance and expressing satisfaction with the donations received.

4.2 Administration

C. Menard, Supervisor, Community Programming - Cultural Affairs & Willistead Manor Coordinator provides the following updates:

Facilities:

- The re-installation of the repaired window grate covers is ongoing. New capstones, where needed, have been ordered and will be installed in the spring. The Main Courtyard restoration project is on track, despite anticipated weather delays. The tentative start date is the last week of February 2024 (weather dependent).
- The vent covers in the Coach House have been re-installed and the cabinet lighting will be handled next.
- The large chandelier for the Walker bedroom has yet to be installed. Scheduling coordination between Facilities and the US Company was not possible in December or January due to holiday schedules and Bright Lights. The goal is to have it in place by May 2024.

Manor Closure:

- Willistead Manor will remain open during the courtyard restoration. Rental bookings are still being accepted, and At the Manor events will proceed. A strategy has been formulated and approved by Windsor Fire & Rescue Services, Health & Safety and Risk Management to ensure operations can continue once the courtyard renovations start. The Paul Martin Gardens will serve as the main entrance while the main courtyard if fully inaccessible. Updates have been made to the website and clients have been informed.

Custodian RFP Update:

- The recruitment for the new Willistead Manor Heritage Custodian and Maintenance Attendant (Live-in; a contract position) is complete. Dakota Sweet has accepted the position effective February 5, 2024. Bonnie will be providing training and support to Dakota until March 31st, 2024.
- A Retirement Open House event for Bonnie has been tentatively scheduled for Wednesday, March 20th, 2024. Details will be shared with the Board once they are finalized.

Willistead Park, Parking Lot, Exterior Areas Updates:

- Funding for the fence repair/refinish will be available in 2029/2030.
- Funding for the replacement of the parking lot will be available in 2029.

Culture & Events Updates:

- C. Menard is currently updating the Room Guide to include the Coach House and is working on updating the Willistead Manor brochure.
- The Holiday Tours were a big success again in 2023. 2,828 guests attended the tours, which resulted in $15,384 in sales.
- The Mayor's Reception was a big success once again this year with significant donations from Rotary Club of Windsor (1918), Charleigh Charitable Trust, Martha Henkel and Friends of Willistead. There was also great coverage from CTV News Windsor and The Windsor Star.

At the Manor Programming:

- 2024-2025 dates are set and on the website. The promo card is designed and currently at the printer. Events include:
    - Easter Sunday Brunch Buffet, Sunday, March 31, 2024.
    - Mother's Day Brunch Buffet, Sunday, May 12, 2024
    - Art in the Park. Saturday-Sunday, June 1-2, 2024.
    - July Summer Tours. Wednesdays nights (6-8 p.m.), Sunday afternoons (1-4 p.m.).
    - 4th Annual High Tea & Garden Party. Sunday, July 28, 2024. Seatings at 10:00 a.m., 1:00 p.m. & 4:00 p.m.
    - 4th Annual Harvest Dinner. Thursday, October 10, 2024.
    - Poetry at the Manor – Vol. 12. Wednesday, October 23, 2024. 7:00 to 9:30 p.m.
    - Annual Holiday Tours. Sundays, December 1, 8, 15, 22 & 29, 2024 from 1:00 to 4:00 p.m.
    - Annual Holiday Tours. Wednesdays, December 4, 11 & 18, 2024 from 6:00 to 8:00 p.m.
    - Breakfast with Santa. Sundays, December 1, 8, 15 & 22, 2024.
    - Easter Sunday Brunch Buffet. Sunday, April 20, 2025.
    - Mother's Day Brunch Buffet. Sunday, May 11, 2025.
    - Art in the Park. Saturday-Sunday, June 7-8, 2025.

Documentary Updates:

- There are no new updates concerning the Willistead documentary at this time. Suede Productions is still planning its own distribution/release and details are currently not available.

4.3 Treasurer

D. Seguin, Deputy Treasurer – Financial Accounting, provides the current account balances as follows:

- Operating Account -- $20,139.
- Savings Account -- $69,774.

- Furnishings Trust -- $26,398.

D. Seguin indicates that the $10,000 annual transfer to the Willistead Furnishings Trust account will be completed soon, as will the $4,500 annual transfer from the City of Windsor.

5. NEW BUSINESS

J. Evans inquires about the status of the planned donor wall in the Coach House, sharing a photo of a donor wall that he came across. The Committee members engage in a brief discussion about their preferences for its design.

J. Evans suggests revisiting the strategic plan created during the Willistead Manor Inc. Board of Directors strategic planning session five years ago.

C. Gaudette inquires about the unveiling of Mary Walker's portrait, which is currently in the process of being painted. It is proposed that the event be scheduled sometime after Art in the Park.

The Committee members engage in a discussion regarding the recruitment of new Board members.

6. DATE OF NEXT MEETING

The next meeting of the Executive Committee Board of Directors, Willistead Manor Inc. will be held at the call of the Chair.

7. ADJOURNMENT

There being no further business, the meeting is adjourned at 4:45 o'clock p.m.

_____
CHAIRPERSON

_____
EXECUTIVE SECRETARY

SG
February 8, 2024

A meeting of the **Board of Directors, Willistead Manor Inc.** is held this day commencing at 4:30 o'clock p.m. at Willistead Manor, there being present the following members:

D. Sanborn – Chair
A. Abu-Zahra
MJ. Dettinger
J. Evans
R. Gauthier
C. Gaudette
R. Jasey
D. Langstone
C. Pitman

Regrets from Board Members:

E. Morasset
M. McKenzie
A. Jahns

Also in attendance are the following resource personnel:

D. Seguin, Deputy Treasurer – Financial Accounting
C. Menard, Supervisor, Community Programming - Cultural Affairs & Willistead Manor Coordinator
S. Gebauer, Council Assistant & Executive Secretary to the Board of Directors, Willistead Manor Inc.

1. CALL TO ORDER

The Chairperson calls the meeting to order at 4:51 o'clock p.m. and the Board considers the Agenda being Schedule "A" ***attached*** hereto, matters, which are dealt with as follows:

2. ADOPTION OF THE MINUTES

Moved by C. Gaudette, seconded by D. Langstone,
That the minutes of the Board of Directors, Willistead Manor Inc. meeting held November 9, 2023, **BE ADOPTED** as presented:

Carried.

3. BUSINESS ARISING FROM THE MINUTES

None.

4. CHAIRPERSON'S REPORT

D. Sanborn comments on the remarkable success of the Mayor's reception as well as the donations received from the Rotary Club of Windsor (1918), Charleigh Charitable Trust, Martha Henkel and the Friends of Willistead. D. Sanborn notes that the Walker Family descendants are very enthusiastic about the progress at the Manor and are happy to support it.

D. Sanborn notifies the Board members that with the addition of the Willistead Logo and additional wording on the metal name badges, as well as the addition of letterhead and envelopes, the initial budget of $750 approved for the purchase of stationary, including business cards, and metal name badges has been exceeded.

Moved by R. Jasey, seconded by C. Gaudette,
THAT the Board of Directors, Willistead Manor Inc. **AUTHORIZE** an increase to the upset limit approved on March 9, 2023, for the purchase of stationery and metal name badges for the Board members, from $750.00 to $900.00; and,

THAT the expenditure **BE FUNDED** from the Willistead Manor Operating Account.

Carried.

Moved by A. Abu-Zahra, seconded by R. Gauthier,
That the following motion approved by email poll taken by S. Gebauer, Executive Secretary of the Board of Directors, Willistead Manor Inc. on January 10, 2024, **BE CONFIRMED AND RATIFIED:**

> THAT the Board of Directors, Willistead Manor Inc., **APPROVE** an expenditure in the amount of $614 for a Christmas lunch held at Willistead Manor for members of the Walker Family as well as the purchase of two (2) arrangements that were presented as gifts; and,
>
> THAT the expenditure **BE FUNDED** from the Willistead Manor Inc. Operating Account.
>
> Carried.

5. REPORTS

5.1 Management

C. Menard, Supervisor, Community Programming - Cultural Affairs & Willistead Manor Coordinator provides the following updates:

Facilities:

- The re-installation of the repaired window grate covers is ongoing. New capstones, where needed, have been ordered and will be installed in the spring. The Main Courtyard restoration project is on track, despite anticipated weather delays. The tentative start date is the last week of February 2024 (weather dependent).
- The vent covers in the Coach House have been re-installed and the cabinet lighting will be handled next.
- The large chandelier for the Walker bedroom has yet to be installed. Scheduling coordination between Facilities and the US Company was not possible in December or January due to holiday schedules and Bright Lights. The goal is to have it in place by May 2024.

Manor Closure:

- Willistead Manor will remain open during the courtyard restoration. Rental bookings are still being accepted, and At the Manor events will proceed. A strategy has been formulated and approved by Windsor Fire & Rescue Services, Health & Safety and Risk Management to ensure operations can continue once the courtyard renovations start. The Paul Martin Gardens will serve as the main entrance while the main courtyard if fully inaccessible. Updates have been made to the website and clients have been informed. Signage at the Manor will go up at the appropriate time.

Custodian RFP Update:

- The recruitment for the new Willistead Manor Heritage Custodian and Maintenance Attendant (Live-in; contract position) is complete. Dakota Sweet has accepted the position effective February 5, 2024. Bonnie will be providing training and support to Dakota until March 31st, 2024. Bonnie will also be staying on as a part-time guide and therefore will be available to assist during the transition if required.
- A Retirement Open House event for Bonnie has been tentatively scheduled for Wednesday, March 20th, 2024. Details will be shared with the Board once they are finalized.

Willistead Park, Parking Lot, Exterior Areas Updates:

- Funding for the fence repair/refinish will be available in 2029/2030.
- Funding for the replacement of the parking lot will be available in 2029.

Culture & Events Updates:

- C. Menard is currently updating the Room Guide to include the Coach House and is working on updating the Willistead Manor brochure.
- The Holiday Tours were a big success again in 2023. 2,828 tour guests attended the tours, which resulted in $15,384 in sales.
- The Mayor's Reception was a big success once again this year with significant donations from Rotary Club of Windsor (1918), Charleigh Charitable Trust, Martha Henkel and Friends of Willistead. (News release is attached as *Appendix A*). There was also great coverage from CTV News Windsor and The Windsor Star.

At the Manor Programming:

- 2024-2025 dates are set and on the website. The promo card (attached as *Appendix B*) is designed and currently at the printer. Events include:
  - Easter Sunday Brunch Buffet, Sunday, March 31, 2024.
  - Mother's Day Brunch Buffet, Sunday, May 12, 2024
  - Art in the Park. Saturday-Sunday, June 1-2, 2024.
  - July Summer Tours. Wednesdays nights (6:00-8:00 p.m.), Sunday afternoons (1:00-4:00 p.m.).
  - 4th Annual High Tea & Garden Party. Sunday, July 28, 2024. Seatings at 10:00 a.m., 1:00 p.m. & 4:00 p.m.
  - 4th Annual Harvest Dinner. Thursday, October 10, 2024.
  - Poetry at the Manor – Vol. 12. Wednesday, October 23, 2024. 7:00 to 9:30 p.m.
  - Annual Holiday Tours. Sundays, December 1, 8, 15, 22 & 29, 2024 from 1:00 to 4:00 p.m.
  - Annual Holiday Tours. Wednesdays, December 4, 11 & 18, 2024 from 6:00 to 8:00 p.m.
  - Breakfast with Santa. Sundays, December 1, 8, 15 & 22, 2024.
  - Easter Sunday Brunch Buffet. Sunday, April 20, 2025.
  - Mother's Day Brunch Buffet. Sunday, May 11, 2025.
  - Art in the Park. Saturday-Sunday, June 7-8, 2025.

Documentary Updates:

- There are no new updates concerning the Willistead documentary at this time. Suede Productions is still planning its own distribution/release and details are currently not available.

A. Abu-Zahra asks about the possibility of screening the Willistead documentary during a movie night in Willistead Park. C. Menard explains that until Suede Productions grants permission, organizing a public screening is not feasible. C. Menard

indicates that M. Staadegaard will contact Suede at the end of April for an update and will mention the Committee's interest in hosing an event in the park.

The Board members discuss Bonnie's retirement walk through and propose to reschedule the March Board meeting to align with this event so that all Board members could participate. It is decided that the March 14th meeting of the Board will be rescheduled to Wednesday, March 20th at 4:00 o'clock p.m. and that the Executive Committee meeting for March will be cancelled.

5.2 Treasurer

D. Seguin, Deputy Treasurer – Financial Accounting, provides the current account balances as follows:

- Operating Account -- $20,139.
- Savings Account -- $69,774.

D. Seguin indicates that the $4,500 annual transfer from the City of Windsor will be completed soon.

6. COMMITTEES

6.1 Fundraising

None.

6.2 Community Relations and Promotion

None.

6.3 Acquisitions

R. Gauthier informs the Board members that the Acquisitions Committee has acquired a bench from DuMouchelles, which has been placed in the master bedroom. The purchase price of the bench was $361.46 USD.

R. Gauthier informs the Board members that C. Menard coordinated the development of a virtual walk-through of the Manor in Christmas décor. The video was sent to the Walker Family descendants.

6.4 Friends of Willistead (FOW)

C. Pitman, provides the following updates:

- The holiday tours were very successful, exceeding the attendance numbers from last year.
- Six Willistead Board members and 46 FOW members helped decorate.
- Some of the more worn-out material was replaced.
- 41 FOW members volunteered during the seven tours, which were very well attended.
- Sales were very strong and the Willistead Manor prints were very popular.
- The tear down took place over three days.
- FOW continue to work on the 3rd floor, making room for new purchases and recycling some of the older items.
- All of the members enjoyed the Mayor's reception and it was meaningful for them to meet some of the Walker Family descendants.
- There are twelve new people possibly interested in joining the FOW.
- Planning for Art in the Park will begin at their next meeting.
- The Rum Runners Tour (Encore Productions) has booked a tour for June 11th, 2024.

C. Menard indicates that the Encore Productions Group has expressed interest in additional tours and that further discussions will take place.

6.5 Education

R. Jasey indicates that a few different schools will be participating in field trips to Willistead Manor, during four separate dates in the spring, which have not yet been finalized. Walkerville Eatery will be catering the events and will be delivering Customer Service Training.

6.6 Historical

None.

6.7 Event Planning

None.

7. NEW BUSINESS

D. Langstone informs the Board members that he has noticed during a recent visit to the Manor, that some of the pieces of art in the Manor are not labelled, while others are identified with brass plaques. C. Menard indicates that there has been some discussion concerning labeling portraits and developing an online resource with QR codes.

8. DATE OF NEXT MEETING

The next meeting of the Board of Directors, Willistead Manor Inc. will be held Wednesday, March 20, 2024, at 4:00 o'clock pm.

9. ADJOURNMENT

There being no further business, the meeting is adjourned at 5:48 o'clock p.m.

_____
CHAIRPERSON

_____
EXECUTIVE SECRETARY

NEWS RELEASE

FOR IMMEDIATE RELEASE
January 21, 2024

Donors Support Restoration and Preservation of Historic Willistead Manor in Walkerville

$142,000 Combined Donation from Charleigh Charitable Trust, Rotary Club of Windsor (1918), Martha Henkel, and Friends of Willistead

Mayor Drew Dilkens was joined today by members of City Council, City administration, Willistead Manor Inc., the Friends of Willistead, Rotary Club of Windsor (1918), descendants of Hiram Walker, and others at a reception to recognize donors and supporters of Willistead Manor. The annual reception provided an opportunity for Willistead Manor enthusiasts to deliver significant donations in support of Windsor's historic gem in Walkerville.

Rotary Club of Windsor (1918) presented a cheque for $87,364.59 to the City of Windsor, with the funds having been raised at last summer's 43rd Annual *Art in the Park* Festival. For the second year in a row, *Art in the Park* reached record attendance, with 40,000 visitors and 275 exhibitors filling the park. This is Rotary's signature fundraising event in which proceeds raised go toward supporting the restoration of Willistead Manor and the charitable projects of the Rotary Club of Windsor (1918).

Charleigh Charitable Trust presented $25,000 – the second installment of a multi-year commitment on behalf of the Walker family descendants. This portion of the full $100,000 donation first announced in 2023, from Leigh and Charles Merinoff, was presented on behalf of their family: their parents Pam and Tony Morse, and their children Leslie Merinoff and Brian Kwasnieski, and Andrew Merinoff and Lauren Pikovski. Pam Morse is a great-great granddaughter of Hiram Walker. The Walker descendants actively support the Coach House Historical Exhibition, which opened in 2022, and shares the history of Hiram Walker, Walker family and legacy, Walker businesses and community impacts, formation of Walkerville, Edward and Mary Walker, construction and uses of Willistead Manor, and much more.

Martha Henkel, great-great granddaughter of Hiram Walker, presented a cheque representing her $25,000 commitment over the last twelve months toward the ongoing restoration and preservation of the manor.

The Friends of Willistead, a non-profit volunteer organization dedicated to the preservation, restoration and interpretation of Willistead Manor committed $5,000, a combination of funding and in-kind support towards restoration and special heritage

projects at the manor, along with support for public and private tours throughout the year and decorating and co-hosting the annual holiday tour program at the manor.

2023 highlights for restoration work and special projects at Willistead Manor included the following:

- Installation of a new cooling tower and heat pumps
- Restoration of the Paul Martin Gardens Terrace
- Restoration of the North Terrace
- Foundation waterproofing in the gardens and select exterior areas
- Restoration of exterior window well grates
- Restoration of the sidewalk to the sunken gardens in Willistead Park
- Regrading of the south lawn
- Restoration of the original terrazzo floor in the Coach House Historical Exhibition

In 2024, the Willistead Manor Inc. Board of Directors will unveil a recently commissioned portrait of Mary Walker created by artist Michele Van Maurik in the style of the portraits of Edward Chandler Walker, Hiram Walker, and James Harrington Walker that hang inside Willistead Manor. The new portrait of Mrs. Walker will be displayed in the Great Hall, directly across from her husband's portrait.

Also this year, from January to the end of May, the main courtyard at Willistead Manor will undergo a full restoration. This work will include tearing up the temporary concrete courtyard that was poured during the 2018 restoration work, and removal of the access ramp contained within the courtyard. The restored courtyard will be close to the original layout, with material installed in the same original pattern across approximately 2,000 square feet of hardscape. It with include new planting beds surrounding the courtyard perimeter, and a new ramp installed to meet current accessibility standards.

During this important restoration project, the main courtyard will be closed and inaccessible. In an effort to minimize the impact on potential rental guests, some rental bookings, including weddings and receptions, will still be considered by facility staff, with some minor accommodations. Guests looking to book events during this project time-frame are asked to contact Willistead Manor at 519-253-2365 by phone or willistead@citywindsor.ca by email.

For more information on Willistead Manor, please visit Willistead.ca. For more information on Art in the Park, please visit ArtInTheParkWindsor.com.

To donate to Willistead Manor, please make cheques payable to Willistead Manor Inc., or visit the manor's online donation portal.

Quotes

"City Council and the City of Windsor remain committed to heritage conservation and preservation at the historic Willistead Manor in Walkerville. Year after year, we see

impactful work undertaken, with exciting projects aimed at preserving the manor while enhancing public access and engagement opportunities. The generous donations from Rotary Club of Windsor (1918), Charleigh Charitable Trust and the Walker family descendants, the Friends of Willistead, and so many others help make this important work possible. The City and Council thank these partners and supporters for their significant contributions, and encourage everyone to visit Willistead Manor the first opportunity you get."

- City of Windsor Mayor Drew Dilkens

"Our family is thrilled to see the progress made at Willistead Manor utilizing last year's donation. The Coach House Historical Exhibition has come to life and continues to evolve, and we're so happy to hear that Windsor residents and visitors to the community are engaging with it regularly. It is truly an honour to see our family legacy celebrated in the city of Windsor. Thank you to the Willistead Board, the Friends of Willistead, and the City of Windsor for their work to preserve the manor and the story of the Walker family. It is wonderful to see our multi-year contributions being put to such great use at Willistead. Thank you on behalf of our family: our parents Pamela and Tony Morse, and our children Leslie Merinoff and Brian Kwasnieski, and Andrew Merinoff and Lauren Pikovski."

- Leigh and Charles Merinoff, on behalf of the Walker family descendants

"The Willistead Manor Inc. Board of Directors remains impressed and moved by the incredible community engagement with Willistead Manor. Donors, supporters, partners, rental parties, artists and performers, and so many guests support, visit and engage with Willistead Manor year after year. We remain so very grateful to our donors, including Rotary Club of Windsor (1918), Charleigh Charitable Trust and the Walker family and descendants, the Friends of Willistead, and the City of Windsor. We were proud to help the City move forward with the restoration of the floor in the Coach House Historical Exhibition room, and with the design phase of the upcoming main courtyard restoration project. We are excited to be heading up the commission of a portrait of Mary Walker that will soon join the collection of artworks that help to preserve and share the story of Willistead Manor and the Walker family. Thank you to everyone who helped Willistead Manor become the best historical attraction in our region last year. What an exciting time for Walkerville's Willistead Manor."

– Douglas Sanborn, Chair, Willistead Manor Inc. Board of Directors

"The Rotary Club of Windsor (1918) was thrilled to partner with the City of Windsor in holding *Art in the Park* at the beautiful historic Willistead Manor and Willistead Park. We look forward to smashing attendance records yet again this June."

- Allan Kidd, President, Rotary Club of Windsor (1918) & Chair of *Art in the Park*











At the Manor

Join us for a series of unique events and initiatives *At the Manor*. Through theatre and opera performances, literary events and poetry readings, public and private tours, brunches, dinners and more, Willistead Manor is bursting with amazing engagement opportunities year round. Space is limited for these unforgettable offerings in Windsor's arts, culture and heritage gem in Walkerville. Please explore the back of this card to find out what's in store for you with the 2024 - 2025 *At the Manor* series. We look forward to welcoming you to Willistead Manor!

Willistead Manor | 1899 Niagara St. | Windsor
519-253-2365 | Willistead.ca | ThymeToGo.ca

THE CITY OF WINDSOR ONTARIO, CANADA · WILLISTEAD MANOR · Thyme To-Go · Friends of Willistead

At the Manor 24/25



July Summer Tours

Select Sundays & Wednesdays in July 2024. Dates at Willistead.ca

4th Annual High Tea & Garden Party

Sunday, July 28, 2024 | Seatings at 10 a.m., 1 p.m., and 4 p.m.

4th Annual Harvest Dinner

Thursday, October 10, 2024 | 5:00 p.m.
One dinner seating | Epic farm-to-table roast & seasonal dishes

Poetry at the Manor - Vol. 12

Wednesday, October 23, 2024 | 7 p.m.
Co-hosted by Windsor's Poet Laureate Emeritus Marty Gervais
and Poet Laureate Peter Hrastovec

Annual Holiday Tours

Sundays, December 1, 8, 15, 22 & 29, 2024 | 1 p.m. - 4 p.m.
Wednesdays, December 4, 11 & 18, 2024 | 6 p.m. - 8 p.m.

Breakfast with Santa

Sundays, December 1, 8, 15 & 22, 2024 | One seating at 10 a.m.

Easter Sunday Brunch Buffet

Sunday, April 20, 2025

Seatings at 9 a.m., 10:30 a.m., 12:00 p.m., and 1:30 p.m.

Mother's Day Brunch Buffet

Sunday, May 11, 2025

Seatings at 9 a.m., 10:30 a.m., 12:00 p.m. & 1:30 p.m.

Art in the Park

Saturday, June 7 & Sunday, June 8, 2025 | ArtInTheParkWindsor.com

Detailed Event Info at Willistead.ca
Special Event Tickets at ThymeToGo.ca

Item No. 8.5

Committee Matters: SCM 130/2024

Subject: Minutes of the Windsor Accessibility Advisory Committee of its meeting held February 20, 2024

Moved by: Councillor Jo-Anne Gignac
Seconded by: Councillor Mark McKenzie

Decision Number: **CSSC 247**
THAT the minutes of the Windsor Accessibility Advisory Committee meeting held February 20, 2024 **BE RECEIVED**.
Carried.

Report Number: SCM 61/2024

Clerk's Note:

1. Please refer to Item 7.3 from the Community Services Standing Committee held on May 1, 2024.

2. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20240501/-1/10481

Committee Matters: SCM 61/2024

Subject: Minutes of the Windsor Accessibility Advisory Committee of its meeting held February 20, 2024

Windsor Accessibility Advisory Committee

Meeting held February 20, 2024

A meeting of the Windsor Accessibility Advisory Committee is held this day commencing at 10:00 o'clock a.m. via Zoom video conference, there being present the following members:

Sally Bennett Olczak, Co-Chair
Peter Best, Co-Chair
Councillor Fred Francis
Surendra Bagga
Danica McPhee
Nicholas Petro
Caleb Ray

Guests in attendance:

Joy Mayerhofer
Saamer Mansoor

Also present are the following resource personnel:

Mark Keeler, Accessibility/ Diversity Officer
James Chacko, Executive Director, Parks
Karen Kadour, Committee Coordinator

1. Call to Order

Sally Bennett Olczak calls the meeting to order at 10:01 o'clock a.m. and the Committee considers the Agenda being Schedule A attached hereto, matters which are dealt with as follows:

2. Declaration of Conflict

3. Adoption of the Minutes

Moved by Caleb Ray, seconded by Danica McPhee,
That the minutes of the Windsor Accessibility Advisory Committee of its meeting held December 5, 2023 **BE ADOPTED** as presented.
Carried.

4. Business Items

4.1 Capital Fund Recommendations

Sally Bennett Olczak, Co-Chair indicates that the capital expenditures for Huron Lodge and the Windsor Public Library will proceed to City Council for approval in the near future.

4.2 Audio Pedestrian Signals - Update

Mark Keeler, Accessibility/Diversity Officer provides the following comments relating to the audio pedestrian signals:

- At this time there are 27 intersections with accommodation of the Campbell and the Polara audio pedestrian signals.
- Although some form of standard or guideline is suggested, every intersection is different. In some cases an Enwin pole or other configuration at an intersection might make it difficult to have the push button exactly where it is supposed to be.
- There are still some engineering challenges associated in coming up with a standard that applies equally to every single intersection.
- Administration is also looking for feedback from WAAC in terms of what are the next upgrades that WAAC would like to see along with the source of the funding, i.e. from WAAC or city funds.
- Administration has advised that there will be a section built into the Facility
- Accessibility Design Standards (FADS) guidelines.

Peter Best, Co-Chair advises that the 27 intersections with audio pedestrian signals is less than ten percent of all the traffic signals in the City of Windsor and adds that there is a need for more.

4.4 Capitol Theatre – Accessible Parking

Sally Bennett Olczak, Co-Chair indicates that the Coordinator, Parking Services has been liaising with a member of the community who has expressed the need for additional accessible parking near the Capitol Theatre.

4.5 Speed Humps

Mark Keeler provides an overview relating to speed humps as follows:

- Council approved the installation of speed humps on several streets in 2023 as the traffic calming initiative is quite important to the city.
- The city is willing to look at the specifications for speed humps.
- Expresses concern with the design of speed humps especially with the running slope going up across the hump and the tapered sides of the hump.
- There are also concerns with maintenance and snow and with inconsistent slopes on some of the sides.
- The challenge is when a car is going over a hump, they need that slope to slow the vehicle down.
- Suggests whether a person is low vision or in a wheelchair, there is a need to find a way to direct a person to where they should be crossing through that path. Will speak to Engineering regarding the use of “markings” and will report back.
- In terms of next steps, he suggests the creation of a small group to discuss the speed hump matter and the following members volunteer – Danica McPhee, Peter Best, Caleb Ray, Nick Petro, Surendra Bagga.

Peter Best states that the speed hump is for the vehicles. He expresses concern with the space and suggests a flat level unobstructed area between the curb and the speed hump.

Nick Petro refers to the side slope and the free space and states there should be diagonal lines to differentiate where the ground is flat and slightly canted.

Moved by Caleb Ray, seconded by Peter Best,

That the update provided by the Accessibility/Diversity Officer regarding speed humps in the City of Windsor **BE RECEIVED.**

Carried.

4.6 Transit Windsor Report on Accessibility Complaints

Mark Keeler advises he met with Alena Sleziak, Manager Customer Contact Centre who provided a demonstration of the screens used by 311 operators. He indicates there is a check box for accessibility that groups all of the accessible complaints together.

Administration determined it was not recommended to add a "flag" for Transit as there is a check box that groups all of accessibility complaints. However, a caller may not always indicate that they were on a bus on a given day or time so it is difficult for 311 to track the call. He notes that accessibility complaints are now being directed to him along with the Executive Director of Transit Windsor.

Peter Best indicates that he receives calls on a continuous basis regarding accessibility complaints relating to riding a Transit Windsor bus. He proposes the formation of a working group to help identify and resolve the issues. Mark Keeler states that he will contact Transit Windsor to see if they are amenable to a working group.

Councillor Fred Francis advises that 311 does not do follow-up and does not do extensive tracking after the call has been received. Once the complaint has been forwarded to the city department, 311 assumes that the situation has been resolved. He suggests that Mark Keeler contact the Executive Director of Transit Windsor to ascertain what is done with the complaints once received.

Moved by Councillor Fred Francis, seconded by Nick Petro,

That the update regarding accessibility complaints sent to Transit Windsor by 311 **BE RECEIVED.**

Carried.

4.7 Sandy's Point

Peter Best provides the following comments relating to Sandy's Point:

- Sandy's Point is a comfortable place located at Alexander Park, enjoyed by folks from Lions Manor, and seniors and it is important that the community be made aware of what the City has done to provide this space.
- Suggests holding a public event at Sandy's Point the first week in June which is Accessibility Awareness Week to commemorate Sandra Friesen, former member of the Windsor Accessibility Advisory Committee.
- The purpose of Sandy's Point was to provide a safe space for people who are visually impaired, people with disabilities and seniors with walkers located at the west end of the park. Through funding provided by City Council, an accessible table and a commemorative bench to honour Sandy Friesen was placed in this area.

Sally Bennett Olczak, Co-Chair adds that the view is beautiful looking over to Belle Isle and the Renaissance Centre.

4.8 Further Development of Sandy's Point – 2024 Forward

Peter Best suggests the placement of accessible amenities in Sandy's Point. In response to a question asked by Surendra Bagga regarding if some sort of shelter will be

erected, Peter Best responds that a protected area would certainly be welcomed especially during the summer months. Discussion ensues regarding the lack of a paved pathway to the accessible washrooms.

James Chacko, Executive Director, Parks advises that the older washrooms on the western portion of the property have been decommissioned and will most likely be demolished. In response to Peter Best's concern regarding access from the river walkway to the new washroom building, he notes it is lacking in an accessible connection. A few designs have been worked on to install a connection that would run from the washroom along the east side of the parking lot right along the playground to connect the riverwalk. He adds because of the steepness and the incline and the transition from the parking lot and washroom to the riverfront, they need to install a switchback in that space which will require significant funding which is not available at this time. He remarks that Parks will continue to look for grant opportunities.

Sally Bennett Olczak, Co-Chair suggests that in the grant proposal that Parks would have a matching consideration from WAAC.

Moved by Caleb Ray, seconded by Danica McPhee,
That the update regarding Sandy's Point located at Alexander Park **BE RECEIVED.**
Carried.

4.3 Facility Accessibility Design Standards (FADS)

Mark Keeler reports that the subcommittee has been meeting weekly and coming into section 4.5 of the FADS and expects to complete the document by late spring/early summer. He adds that the City of Windsor's FADS is the only one in Canada that has recommendations from people with disabilities.

Sally Bennett Olczak, Co-Chair requests that the FADS Table of Contents be provided at the next meeting of WAAC.

Moved by Danica McPhee, seconded by Caleb Ray,
That the Facility Accessibility Design Standards (FADS) update **BE RECEIVED.**
Carried.

Other Business

Mark Keeler states that there is no representation on WAAC for people with hearing disabilities. He reports that he received a call from a resident who requires a "deaf child at play" sign. City Policy demands that requests for city signs come from an external agency, the Canadian Hearing Society. He advises he will continue working with Senior

leadership and the Canadian Hearing Society to come to some sort of a resolution. This matter will be discussed at the next meeting of WAAC.

Caleb Ray asks if there is a way to bring the different entities together as this is a safety concern especially for a deaf child.

In terms of the request for signage for the deaf child, Councillor Fred Francis states he will reach out to Mark McKenzie, Ward Councillor to assist in the process of acquiring a sign.

5. Date of Next Meeting

The next meeting will be held on Tuesday, May 14, 2024 at 10:00 a.m. via Zoom video conference.

6. Adjournment

There being no further business, the meeting is adjourned at 11:20 o'clock a.m.

Committee Matters: SCM 131/2024

Subject: Minutes of the Committee of Management for Huron Lodge of its meeting held March 7, 2024

Moved by: Councillor Jo-Anne Gignac
Seconded by: Councillor Mark McKenzie

Decision Number: **CSSC 248**
THAT the minutes of the Committee of Management for Huron Lodge meeting held March 7, 2024 **BE RECEIVED**.
Carried.

Report Number: SCM 96/2024

Clerk's Note:

1. Please refer to Item 7.4 from the Community Services Standing Committee held on May 1, 2024.

2. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20240501/-1/10481

Committee Matters: SCM 96/2024

Subject: Minutes of the Committee of Management for Huron Lodge of its meeting held March 7, 2024

Committee of Management for Huron Lodge
Meeting held March 7, 2024

A meeting of the Committee of Management for Huron Lodge is held this day commencing at 11:00 o'clock a.m. in Room 203, 350 City Hall Square West, there being present the following members:

Councillor Ed Sleiman, Chair
Councillor Fred Francis
Councillor Jo-Anne Gignac

Also present are the following resource personnel:

Alina Sirbu, Executive Director Long Term Care Administrator of Huron Lodge
Andrew Daher, Commissioner, Human & Health Services
Doran Anzolin, Executive Initiatives Coordinator
Karen Kadour, Committee Coordinator

1. Call to Order

The Chair calls the meeting to order at 10:56 o'clock a.m. and the Committee of Management for Huron Lodge considers the Agenda being Schedule A, attached hereto, matters which are dealt with as follows:

2. Disclosure of Interest

None disclosed.

3. Adoption of the Minutes

Moved by Councillor Fred Francis, seconded by Councillor Jo-Anne Gignac,
That the minutes of the meeting of the Committee of Management for Huron Lodge held November 20, 2023 **BE ADOPTED** as presented.
Carried.

4. In Camera

No In Camera session is held.

5. Business Items

5.1 Administrator's Report

Alina Sirbu advises that the Minister of Long Term Care Stan Cho will be visiting the City of Windsor on March 13, 2024. The purpose of his visit is to allow for an opportunity to meet with residents and staff and to hear about some of the local initiatives and their successful implementation at Huron Lodge.

Moved by Councillor Fred Francis, seconded by Councilor Jo-Anne Gignac,
That the update relating to the visit by the Minister of Long Term Care Stan Cho to the City of Windsor on March 13, 2024 **BE RECEIVED.**
Carried.

Alina Sirbu provides the highlights of the Administrator's Report as follows:

- In October 2023, Huron Lodge received information from Ontario Health that they were offering funding for specialized equipment in order to improve diagnostic equipment in long term care homes. The nursing team completed an application and submitted it to Ontario Health which was approved in the amount of $14,050 which would go directly toward the purchase of a hand held bladder scanner. This device is beneficial to the residents as the bladder scan is a safe, painless, reliable procedure that allows the assessment instead of urinary catheterization.
- The Windsor Accessibility Advisory Committee provided $7,200 to purchase a Snoezelen cart.
- The Ontario government has created a new Investigations Unit to ensure every long-term care resident lives with dignity and experiences the quality of care they deserve. The new unit is now active and will investigate allegations such as:

  - failing to protect a resident from abuse or neglect,
  - repeated and ongoing non-compliance,
  - failing to comply with ministry inspector's orders,
  - suppressing and/or falsifying mandatory reports, and
  - negligence of corporate directors.

- The investigative unit methods are dictated through a different methodology that may involve subpoenas and court orders as needed.
- Inspections and investigations will be used by separate ministry teams with the investigation team being reserved for more serious situations in which an alleged criminal intent is identified.
- It is suggested that the ramifications from COVID brought all of this to the forefront.
- Inspectors will continue to exercise unlimited access to information as per legislation. Members of the public submitting a complaint cannot decide upon the type of inspection/ investigation that the ministry will commence.

- The Ministry is providing a one-time funding top-up to the staffing initiatives funding in the amount of $25,652 for the 2023-24 fiscal year.
- In terms of Quality Improvement, Huron Lodge is trending quite well in 8 out of the 10 indicators. There are a few indicators that go up and down depending on the clinical status of the residents. She adds that we are in an area of Ontario that the anti-psychotic usage of people in general is higher than the rest of the province.
- In long term care, usage of anti-psychotic medication – either is reduction, increase or discontinuation – cannot be processed without the consent of either the individual if they are cognitive or a family member who is the power of attorney.
- Huron Lodge is now tracking actively how many of the admissions are coming with anti-psychotic medication.

In response to a question asked by Councillor Fred Francis regarding the size of the investigative unit, Alina Sirbu responds there are approximately 7 to 10 people for the province.

In terms of the indicators, Councillor Jo-Anne Gignac asks if the intakes are primarily coming from the hospital, Alina Sirbu responds that that admissions are both from hospital as well as the community – based on personal medical history and multiple treating physicians there are new residents that arrive at Huron Lodge with a very high number of medications. She adds it may take months on there is a consent for reduction to safely reduce some of the medications as per consultation with long term care physicians, pharmacists and nursing staff.

Andrew Daher refers to legislation from 2023 that allows for the hospital(s) to move people out and into long-term care. Alina Sirbu responds there is not a lot of ability from a hospital side to be able to change a treatment plan when their role is to discharge the people as quickly as possible.

Moved by Councillor Jo-Anne Gignac, seconded by Councillor Fred Francis,

That the report from the Administrator of Huron Lodge providing the Committee of Management with an update on issues related to resident care; the Ministry of Long-Term Care (MLTC); Ontario Health; Home and Community Care Support Services (HCCSS); and other initiatives that impact the Long Term-Care sector **BE RECEIVED** for information and **APPROVED** for the period ending March 7, 2024.

Carried.

6. Date of Next Meeting

The next meeting of the Committee of Management for Huron Lodge will be held on Thursday, June 27, 2024 at 11:00 a.m. in Room 203, 350 City Hall Square West.

7. Adjournment

There being no further business, the meeting is adjourned at 12:12 o’clock p.m.

Committee Matters: SCM 132/2024

Subject: 2024 Run With Responders and Tug Across the River - City Wide

Moved by: Councillor Jo-Anne Gignac
Seconded by: Councillor Mark McKenzie

Decision Number: **CSSC 240**
THAT City Council **SUPPORT** the Run with Responders and Tug Across the River event (the "Events") hosted by Windsor Fire & Rescue to take place in Windsor on July 28, 2024; and,

THAT the Fire Chief be **AUTHORIZED** to sign all documents required for the Events to take place subject to their being satisfactory in financial content to the City Treasurer and satisfactory in legal form to the City Solicitor; and,

Whereas on February 2, 2024, the 2024 Capital Budget was deemed approved via Mayoral decision MD05-2024 with no funding being allocated for this event and subsequently City Council **SUPPORT** an expenditure up to $10,000 be it further resolved,

THAT the City Treasurer **BE DIRECTED** to create a new capital project under Windsor Fire and Rescue for tracking purposes; and,

THAT the City Treasurer **BE DIRECTED** to transfer up to $10,000 from the Tourism Development Infrastructure & Program (Fund 214) to the newly set up capital project. Carried.

Report Number: C 46/2024
Clerk's File: SR/14717

Clerk's Note:

1. The recommendation of the Community Services Standing Committee and Administration are the same.

2. Please refer to Item 8.1 from the Community Services Standing Committee held on May 1, 2024.

3. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20240501/-1/10481

Subject: 2024 Run With Responders and Tug Across the River - City Wide

Reference:

Date to Council: May 1, 2024
Author: Stephen Laforet
Fire Chief
519-253-3016 x3753
slaforet@citywindsor.ca
Fire and Rescue Services
Report Date: April 9, 2024
Clerk's File #: SR/14717

To: Mayor and Members of City Council

Recommendation:

THAT City Council **SUPPORT** the Run with Responders and Tug Across the River event (the "Events") hosted by Windsor Fire & Rescue to take place in Windsor on July 28, 2024; and,

THAT the Fire Chief be **AUTHORIZED** to sign all documents required for the Events to take place subject to their being satisfactory in financial content to the City Treasurer and satisfactory in legal form to the City Solicitor; and,

Whereas on February 2, 2024, the 2024 Capital Budget was deemed approved via Mayoral decision MD05-2024 with no funding being allocated for this event and subsequently City Council SUPPORT an expenditure up to $10,000 be it further resolved:

THAT the City Treasurer **BE DIRECTED** to create a new capital project under Windsor Fire and Rescue for tracking purposes; and,

THAT the City Treasurer **BE DIRECTED** to transfer up to $10,000 from the Tourism Development Infrastructure & Program (Fund 214) to the newly set up capital project.

Executive Summary:

N/A

Background:

In 2022, the City of Windsor hosted the Can-Am Police Fire Games which included events such as a FireFit Competition on the waterfront and saw the resurrection of the

Tug Across the River event. The Tug Across the River is a longstanding event between Windsor Fire & Rescue Services (WFRS) and the Detroit Fire Department. For over 25 years, firefighters have represented each department to be the first to pull the 1,000-foot rope to shore. These events engaged the community and were considered a great success.

As a result of that success, in 2023, the City of Windsor and WFRS hosted the Western Ontario Regional FireFit Competition from September 8 to 10, 2023. The weekend included the FireFit Competition, a Run with Responders event, and the Tug Across the River. The Run with Responders event engaged over 300 local residents alongside first responders and for a second year, all events received positive feedback from the first responder and community participants.

Discussion:

As a result of the success of these events in previous years, WFRS would like to again host the Tug Across the River and Run with Responder events in 2024. The events are planned to take place on Sunday, July 28, 2024, at the Civic Plaza/Dieppe Gardens and along the Riverfront Trail.

The 2024 Tug Across the River plans to be expanded to include two competitions: WFRS versus Detroit Fire and Windsor Police Services (WPS) versus Detroit Police Department. This will expand on the existing relationships between the emergency services in Windsor and Detroit. Through planning event logistics there has been increased interest in participating in the Tug Across the River. This interest has also included the Run with Responders Event and it is anticipated that emergency services personnel from Detroit will travel to Windsor to participate in the run. Through increased communication and promotion of this event in 2024, WFRS is hopeful that community participation in the run will continue to increase. The Run with Responders course will once again feature a number of emergency services vehicles in honour of all local first responders, which is a unique attraction for participants. This event advertises that proceeds support the Canadian Mental Health Association and Law Enforcement Torch Run for Special Olympics Ontario and encourages participants to remain at Dieppe Park to support the Windsor first responders in the Tug Across the River.

For this year's Tug Across the River event, WFRS wishes to replace its existing ship rope which absorbs water with a new lighter rope for its WFRS and WPS teams. Three years ago, Detroit responders were donated a combination rope of poly-string cable and hemp. This type of rope does not absorb water and has, arguably, been an advantage compared to Windsor's ship rope that does. A newer rope will help maintain fair competition, which is important in a tight race that Detroit has won for two years in a row (15 victories for Detroit versus 13 victories for Windsor). The existing shore rope used by Windsor is at the end of its lifecycle, showing signs of wear and tear and becoming harder to use as part of this event. The new rope will be used for all future events, as the event is typically held annually.

Risk Analysis:

A public event will carry a certain level of risk identified as minor. The need for additional event liability insurance will be secured with the assistance of the City's insurer. Security protocols and communication plans will be designed to ensure the safety of all volunteers and members of the public who attend in support of the events to help mitigate these risks. In addition, all plans will require the approval of the Special Event Resource Team (SERT) before the event can move forward.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

The total budget for the Run with Responders and Tug Across the River events is estimated at $25,000. This budget will be funded by cash and in-kind donation funding which is anticipated to be received through community partners and sponsorships estimated at $15,000. Should Council support the event, an additional amount of up to $10,000 will be required. Administration recommends that this funding come from the Tourism Development Infrastructure & Program Reserve (Fund 214).

Projected expenses include a new floating rope at a cost of $18,000 to improve and even out the competition as detailed in the Discussion section. It is anticipated that the cash and in-kind donation funding will be used to fund most of the cost of the new rope. In the event that the actual donations don't reach the $15,000 estimate, the new rope will not be purchased and the Windsor responders will use their existing "sinking in water" rope.

The Tourism Development Infrastructure & Program Reserve (Fund 214) has a current balance of approximately $4.6 million net of encumbrances and has sufficient funding to accommodate this transfer.

The Run with Responders and Tug Across the River events will have no impact on the 2024 WFRS operating budget.

Administration also recommends that the tracking of the events' financial activity be done in a newly created Capital project.

A breakdown of the projected revenue and expenditures is outlined in the below noted table:

Estimated Budget Summary	Amount
Sponsorships - Revenue	
Other – Tourism Reserve Fund	$10,000
Community Cash & In-Kind	$15,000
Subtotal	**$25,000**
Expenses	
Facilities – Civic Plaza, Dieppe Gardens, Riverfront Trail	$769
Event Liability Insurance	$1,000
Event various (signage, sound, DJ Music)	$1,231
Marketing & Promotions	$1,500
Event Operation Equipment & Supplies (to include new Tug Across The River rope)*	$18,000
Contingency	$2,500
Subtotal	**$25,000**
Net Operating Cost	**$0**

Consultations:

William Alexander, Supervisor of Special Events

Emilie Dunnigan, Manager of Development Revenue & Financial Administration

Mike Dennis, Manager of Capital Budget Development & Control

Alex Vucinic, Manager of Purchasing & Risk Management

Mark Nazarewich, Senior Legal Counsel

Nora Bertram-Romero, Corporate Marketing & Communications Officer

Sam Magalas, Executive Initiatives Coordinator

Conclusion:

WFRS would like to again host the Tug Across the River and Run with Responder events on Sunday, July 28, 2024, at the Civic Plaza/Dieppe Gardens and along the Riverfront Trail. The 2024 Tug Across the River will include WFRS, Windsor Police

Services, Detroit Fire, and Detroit Police to expand on the existing relationships between the emergency services in Windsor and Detroit. The Run with Responders is a public event that offers the unique opportunity to run a course featuring local emergency services' vehicles. The event also encourages participants to remain at Dieppe Garden to cheer on the Windsor responders participating in the Tug Across the River.

Planning Act Matters:

N/A

Approvals:

Name	Title
Monika Schneider	Financial Planning Administrator
Stephen Laforet	Fire Chief
Wira Vendrasco	City Solicitor (A)
Ray Mensour	Commissioner, Community Services
Dana Paladino	Commissioner, Corporate Services (A)
Janice Guthrie	Commissioner, Corporate Services/Chief Financial Officer/City Treasurer
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

THE CITY OF WINDSOR ONTARIO, CANADA

Committee Matters: SCM 133/2024

Subject: Derwent Park – Approval of the Masterplan – Ward 8

Moved by: Councillor Jo-Anne Gignac
Seconded by: Councillor Mark McKenzie

Decision Number: **CSSC 241**

I. THAT Council **SUPPORT** the conceptual masterplan for Derwent Park as shown in Appendix A of this report which would require additional capital expenditures beyond Phase 1, which is funded in the 10-year capital plan, and further as it relates to Phase 1 of the plan:

II. THAT City Council **PRE-APPROVE** and **AWARD** any procurement(s) necessary that are related to the installation of the cricket pitch including the fencing, player benches and irrigation system, provided that the procurement(s) are within approved budget amounts, pursuant to the Purchasing By-Law 93-2012 and amendment thereto, satisfactory in legal content to the City Solicitor, in financial content to the City Treasurer and in technical content to the Executive Director of Parks and Facilities; and further,

III. THAT the Purchasing Manager **BE AUTHORIZED** to issue Purchase Orders as may be required to effect the Recommendations noted above, subject to all specifications being satisfactory in financial content to the City Treasurer, and in technical content to the Executive Director of Parks and Facilities; and further,

IV. THAT the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign any required documentation, satisfactory in legal content to the City Solicitor, in financial content to the City Treasurer and technical content to the Executive Director of Parks and Facilities; and,

V. THAT Administration **BE AUTHORIZED** to use available funds within the project budget for any amendment(s) or change requirement(s)/directive(s) and additional documents relating to executed agreement(s), pursuant to the Purchasing By-Law 93-2012 and amendments thereto, satisfactory in legal content to the City Solicitor, in financial content to the City Treasurer, and in technical content to the Executive Director of Parks and Facilities; and further,

Whereas, on February 2, 2024, the 2024 10-year capital budget was approved via Mayoral Decision MD05-2024 which included an amount of $1,000,000 for the implementation of Phase 1 be it further resolved:

VI. THAT City Council **APPROVE** a pre-commitment of $1,000,000 in 2025 Canada Community-Building Fund, Fund 176, funding from the Cricket Pitch behind Safety Village project, PFO-002-24, so that funding is made available for immediate use; and further,

VII. THAT the City Treasurer **BE DIRECTED** to bring forward a capital budget issue in the amount estimated to be $6,528,000 as part of the 2025 10-year capital plan for consideration; and,

VIII. THAT administration **BE DIRECTED** to begin seeking out corporate sponsorship funding for future phases of the Derwent Park project.

Carried.

Report Number: S 37/2024
Clerk's File: SR/14766

Clerk's Note:

1. The recommendation of the Community Services Standing Committee and Administration are **NOT** the same.

2. Please refer to Item 8.2 from the Community Services Standing Committee held on May 1, 2024.

3. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20240501/-1/10481

Subject: Derwent Park – Approval of the Masterplan – Ward 8

Reference:

Date to Council: May 1, 2024
Author: Samantha Magalas
Executive Initiatives Coordinator
smagalas@citywindsor.ca
226-347-0273
Parks
Report Date: March 15, 2024
Clerk's File #: SR/14766

To: Mayor and Members of City Council

Recommendation:

I. **THAT** Council **SUPPORT** the conceptual masterplan for **Derwent Park** as shown in Appendix A of this report which would require additional capital expenditures beyond Phase 1, which is funded in the 10-year capital plan, and further as it relates to Phase 1 of the plan; and,

II. **THAT** City Council **PRE-APPROVE** and **AWARD** any procurement(s) necessary that are related to the installation of the cricket pitch including the fencing, player benches and irrigation system, provided that the procurement(s) are within approved budget amounts, pursuant to the Purchasing By-Law 93-2012 and amendment thereto, satisfactory in legal content to the City Solicitor, in financial content to the City Treasurer and in technical content to the Executive Director of Parks and Facilities; and further,

III. **THAT** the Purchasing Manager **BE AUTHORIZED** to issue Purchase Orders as may be required to effect the Recommendations noted above, subject to all specifications being satisfactory in financial content to the City Treasurer, and in technical content to the Executive Director of Parks and Facilities; and further,

IV. **THAT** the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign any required documentation, satisfactory in legal content to the City Solicitor, in financial content to the City Treasurer and technical content to the Executive Director of Parks and Facilities; and,

V. **THAT** Administration **BE AUTHORIZED** to use available funds within the project budget for any amendment(s) or change requirement(s)/directive(s) and additional documents relating to executed agreement(s), pursuant to the Purchasing By-Law 93-2012 and amendments thereto, satisfactory in legal

content to the City Solicitor, in financial content to the City Treasurer, and in technical content to the Executive Director of Parks and Facilities; and further,

Whereas, on February 2, 2024, the 2024 10-year capital budget was approved via Mayoral Decision MD05-2024 which included an amount of $1,000,000 for the implementation of Phase 1 be it further resolved:

VI. **THAT** City Council **APPROVE** a pre-commitment of $1,000,000 in 2025 Canada Community-Building Fund, Fund 176, funding from the Cricket Pitch behind Safety Village project, PFO-002-24, so that funding is made available for immediate use; and further,

VII. **THAT** the City Treasurer **BE DIRECTED** to bring forward a capital budget issue in the amount estimated to be $6,528,000 as part of the 2025 10-year capital plan for consideration.

Background:

In the fall of 2022, the City of Windsor retained Landmark Engineers who collaborated with Bezaire Partners to conduct a site evaluation and complete a functional design process for a series of proposed improvements at Derwent Park. Derwent Park is owned by the City of Windsor and located where Forest Glade Drive, Lauzon Parkway, and the E.C. Row Expressway intersect. The park is currently undeveloped - with the exception of an existing trail running along the east side of the site, connected to a series of trails located within the adjacent woodlot abutting Little River.

In discussion with Administration, the consultants compiled a list of potential improvements for the park, including (but not limited to):

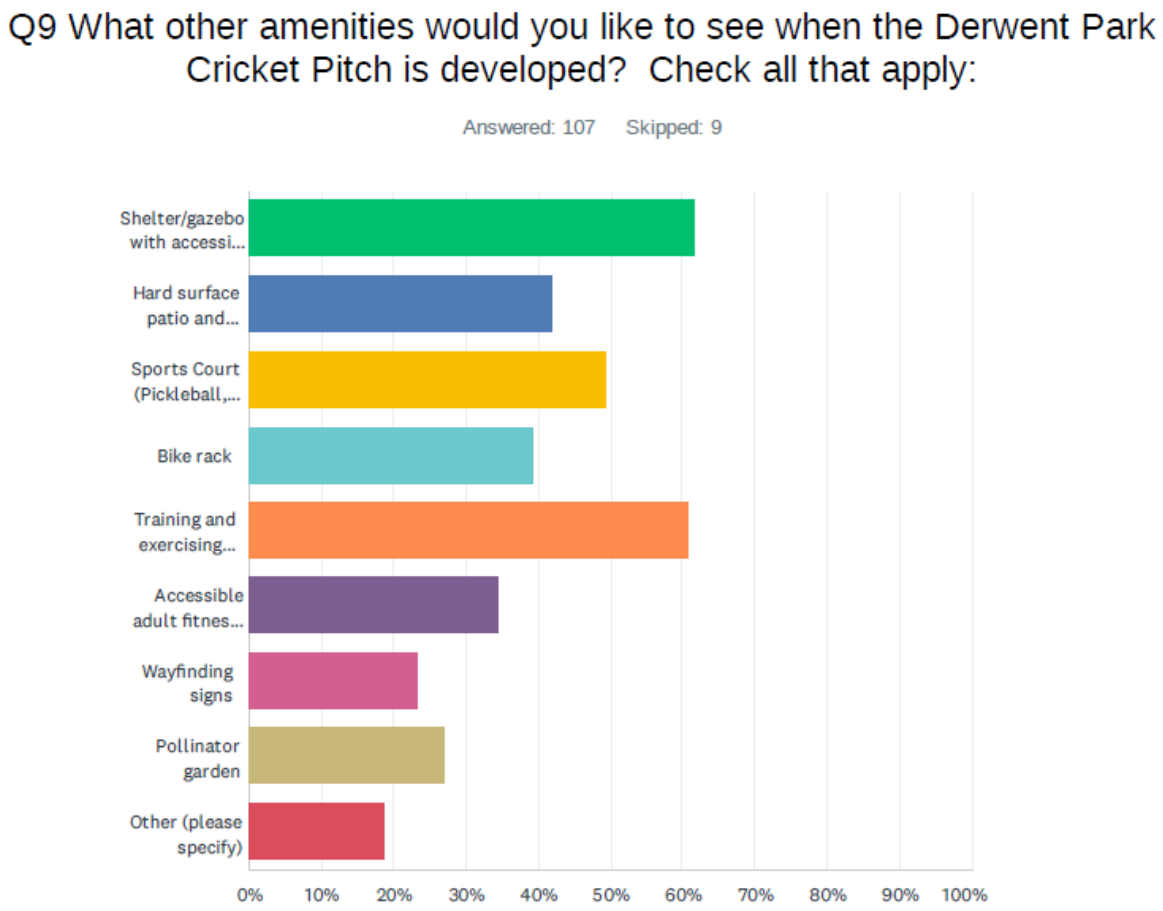
- a full-size regulation cricket pitch;
- a new vehicular access point;
- on-site parking;
- new walking trails and lighting;
- a new park shelter; and,
- a new washroom/maintenance building.

Bezaire Partners subsequently sought public input into the proposed features and improvements to the park from various cricket clubs within the City. Administration identified 17 key contacts representing 14 cricket clubs and an invitation was sent to all contacts inviting them to attend one of six (6) possible meetings. Following the responses, three (3) meetings were eventually held for seven (7) participants. Two of the groups met on-line and one met in person. Meetings started with a short PowerPoint presentation to orient the participants to the location of the park as well as the nature and configuration of the site. A list of questions and/or topics was used to facilitate the discussion. Participants were invited to add any additional comments. Each meeting was about 1.5 to 2 hours long and these discussions were conducted primarily for the purpose of informing the overall functional program for the development of the park. The results of these consultations were used by the consultants to develop several design

concepts for the park. As a result of the first consultation, a number of decisions were made with respect to the project design criteria which were to be included in the functional program. These decisions include:

- City's vision for the site is open for both visions received from the cricket groups- a local facility for league play or a regional facility with some tournament play.
- The plan should provide for 10 to 15 spectators sitting in lawn chairs brought to the site but allow for future expansion to perhaps two 50 seat aluminum bleachers.
- Players benches should accommodate 20 players plus coaches.
- Provide 35 parking spaces dedicated and close to the cricket pitch with no requirement for expansion, since there is other parking available for regional events.
- Provide a location for a future club house.
- No indoor practice lanes will be provided.
- The design of the field should:
    - Include a line marked with chalk at the edge of the infield.
    - Be very slightly oval.
    - Include site screens at each end in line with the length of the pitch.
    - Include concrete pads at the player's benches.
    - Provide for sponsor recognition.
    - Include turf irrigation as a provisional item.
    - Provide electrical power for:
        - Practice area (pitching machine).
        - Gathering Area.
        - Portable microphone/speaker system.
    - Sports field lighting.
    - General park lighting.
- The proposed washroom building should provide:
    - 3 male and 3 female lavatory units.
    - A league storage room.
    - Team storage lockers.

Following review from City Administration, all feedback was then incorporated into a preferred design concept and preliminary functional plan for the site as noted in this report. A second round of community feedback was undertaken. A survey along with the preferred concept design was available online for public feedback. The survey was open for feedback December 5, 2023 to January 12, 2024 and just over 100 responses were received. In general, feedback for the design was positive. When asked what else participants wanted included (in addition to the cricket pitch), the following responses were logged:



Over 60% of respondents wanted a shelter/gazebo area with accessible picnic tables and a training and exercising area for cricket teams. Additional sport courts and a hard surface patio area for gathering were the next highest requests with over 40% of respondents in support of these features.

Discussion:

Landmark Engineers and Bezaire Partners have presented a conceptual design plan for Derwent Park. The plan takes into account community input received to date and all discussions with Administration. The plan includes a number of park improvements. The proposed plan can be seen as **Appendix A** and includes the following features:

- A full cricket pitch, player's benches, safety/perimeter fencing, pitch lighting, outdoor batting/practices cages, shade structures for player benches and a field irrigation system;
- Installation of a path system from the parking lot to/from the pitch along with a path around the proposed pitch with solar lighting and benches;
- Two washroom buildings with changing/dressing rooms for players to allow for both local, regional and tournament play;
- Repositioning of existing community garden;
- A patio with picnic tables complete with storage for equipment;
- An upgraded parking lot with 38 spaces including two (2) accessible parking spots;
- Upgrading and widening of existing pathway within the adjacent woodlot including solar lighting where applicable;

- Planting of 40 large caliper trees throughout the site; and
- 2700 square meters of space for a future amenity (TBD at a later date).

The anticipated cost to complete the project in its entirety is approximately $7.5 million. Currently, there is $1,000,000 of approved in principle funding in the 2024 Capital Budget for the 2025 funding year to use towards this proposed project. If approved, Administration has broken down the project into proposed phases which can be implemented as further funding becomes available. Full financial details, along with the proposed phased in approach breakdown, can be seen in the financial section of this report.

On February 26, 2024, through Decision Number CR96/2024 CSSC 230 Council approved Option #2 presented in S 11/2024 Response to CQ 12-2022 & CQ 22-2022-Solar Lights on City Trails. The decision outlined that any new trails that are created after this Decision will need to have adequate solar lighting added into the proposed capital and operating budget. Accordingly, the masterplan includes solar lighting for the Derwent Park.

Risk Analysis:

There is a significant financial risk associated with this project. The funding currently available for use at Derwent Park is not enough to cover the proposed improvement plan. If directed to move forward with the project, alternative funding would need to be pre-committed. The proposed phased approach helps to mitigate this risk.

Financial Matters:

The anticipated capital funding requirements for improvements to Derwent Park as identified within the masterplan are listed below:

ESTIMATED EXPENSES	YEAR	
Phase 1 – Installation of cricket pitch, fencing, player benches and irrigation system	2024	$955,000
Phase 2 – Installation of path around cricket pitch and access to parking lot, wayfinding signage, solar lighting, benches	TBD	$674,000
Phase 3 – cricket field lighting, batting/practice cages, shade for player benches, cricket pitch lighting and wayfinding signage	TBD	$1,650,000
Phase 4 – Washroom buildings (2) with dressing rooms, picnic tables, patio area, storage area	TBD	$2,910,000
Phase 5 – Updated parking lot area	TBD	$797,000
Phase 6 – Widening & upgrading of trails and	TBD	$542,000

solar lighting		
TOTAL ESTIMATED PROJECT COSTS		**$ $7,528,000**
FUNDING SOURCES	**YEAR**	
Cricket Pitch behind Safety Village project, PFO-002-24	2025	$1,000,000
TOTAL REVENUE		**$1,000,000**
ADDITIONAL FUNDING REQUIRED		**$6,528,000**

Cost associated with each of the phases are based upon high level estimates using 2024 pricing. All estimates include a contingency.

Currently, there is $1,000,000 of approved in principle funding in the 2024 10-year Capital Budget (PFO-002-24) for the 2025 funding year for Cricket Pitch behind Safety Village for Derwent Park which can be used towards the park upgrades (Phase 1). Since Phase 1 is planned to begin in 2024, these funds will need to be pre-committed in 2024, so that funding is made available for immediate use. There is no other available capital budget funding allocated to the proposed park improvements at Derwent Park for the additional phases within the current 10-year Capital Plan. Should City Council wish to proceed with Phases 2 to 6 for the project plan, additional capital funding of approximately $6,528,000 would need to be included as part of the 2025 10-year capital plan for consideration. It should be noted that accommodating this funding request would require further analysis by Administration and could involve the delaying, eliminating, or reducing scale / scope of other projects.

Once Phase 1 is completed in 2026, it is estimated that $15,000 of operating funds will be required for ongoing park maintenance and upkeep. In addition, the solar lights included in the plan have an anticipated twenty (20) year life and each solar fixture is expected to be replaced once at an estimated replacement cost of $700 plus applicable HST. Should City Council wish to proceed with all phases of the project plan, operating budget issues will be submitted for consideration during the 2026 operating budget and as needed throughout the various phases of the Derwent project plan.

FPA Comments Confirming Budgetary Funding:

Subject to a pre-commitment of funding, the Financial Planning Administrator (FPA) for the department has confirmed that there is $1,000,000 of approved funding in the 2025 capital budget which is available to fund the park upgrades (Phase 1), as described in this report.

Consultations:

Trevor Duquette –Supervisor, Parks Projects

Emilie Dunnigan, Manager, Development Revenue & Financial Administration

Mike Dennis, Manager, Strategic Capital Budget Development and Control

Conclusion:

The proposed Derwent Park improvement as outlined herein will help revitalize this Park providing much-needed amenities as requested by the community and will have a positive impact on the community at large.

Planning Act Matters:

N/A

Approvals:

Name	Title
Samantha Magalas	Executive Initiatives Coordinator
Wadah Al-Yassiri	Manager, Parks Development
Erika Benson	Financial Planning Administrator
James Chacko	Executive Director, Parks and Facilities
Ray Mensour	Commissioner, Community Services
Alex Vucinic	Purchasing Manager or Designate
Wira Vendrasco	City Solicitor
Dana Paladino	Commissioner, Corporate Services
Janice Guthrie	Commissioner, Finance Chief Financial Officer & City Treasurer
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

1 Appendix A - Conceptual Plan


EXISTING GRAVEL TRAIL
TO BE PART OF SCOPE OF
WORK AND PAVED AS
ASPHALT TRAIL 3.0 WIDE
EXISTING COMMUNITY
GARDEN LIMIT
CRICKED
PRACTICE
LANES
EXISTING
VOLLEYBALL
FUTURE
AMENITY
2700M²
WASHROOM
W/
SEATING
AREA
FOREST GLADE DR.
PLACE CONCORD
PARKING LOT
38 LOTS
1707m2
Community Garden
1290 M²
include : 29 planting box
and 795M² traditional
farming area
Children's
Safety
Village
GROVE OF 40 TREES W/ LARGE
CALIPER WILL BE DONATED
BY WINDSOR ESSEX
COMMUNITY FOUNDATION
AND PLANTED ON 13 MAY 2023
LAUZON
PARKWAY
0 2.5 10 20 30 Meters
1 5 15 25
EXISTING TREES ON SITE
EXISTING TREES ON SITE
PLANTED ON 13 MAY 2023
PROPOSED NEW TREES
NEW PARKING LOT : 38 LOTS,1707m2
NEW 3.0M ASPHALT TRAIL:670M-2000M2
NEW 3.0M ASPHALT INSTEAD OF
EXISTING GRAVEL TRAIL:1000M- 3000M2
Date
Issued for
Revisions
THE CITY OF WINDSOR
ONTARIO, CANADA
CITY OF WINDSOR
PARKS & FACILITY OPERATIONS
2450 MCDOUGALL ST. WINDSOR, ONTARIO N8X 3N4 (519) 253-2300
Project
DERWENT PARK - CRICKET PITCH &
Community Garden
Sheet Title
CONCEPT PLAN
Date
06 March 2024
Approved
Design
HK
Tender No.
Drawn
HK
Project No.
Scale
North
Sheet No.

Committee Matters: SCM 134/2024

Subject: South Cameron Park Trails – Approval of the Conceptual Plan – Ward 10

Moved by: Councillor Mark McKenzie
Seconded by: Councillor Renaldo Agostino

Decision Number: **CSSC 242**
THAT On February 2, 2024, the 2024 10-year capital budget was approved via Mayoral Decision MD05-2024 which did not include any amount for the implementation of the South Cameron Conceptual Trail Plan; be it further resolved,

I. THAT Council **SUPPORT** the South Cameron Conceptual Trail Plan as shown in Appendix A of this report which would require additional expenditures which are not currently included in the 10-year capital plan; and further,

II. THAT the City Treasurer **BE DIRECTED** to bring forward a capital budget issue in the amount estimated to be $2,634,240 as part of the 2025 10-year capital plan for consideration.

Carried.

Report Number: S 38/2024
Clerk's File: SR2024

Clerk's Note:

1. The recommendation of the Community Services Standing Committee and Administration are the same.

2. Please refer to Item 8.3 from the Community Services Standing Committee held on May 1, 2024.

3. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20240501/-1/10481

Subject: South Cameron Park Trails – Approval of the Conceptual Plan – Ward 10

Reference:

Date to Council: May 1, 2024
Author: Samantha Magalas
Executive Initiatives Coordinator
smagalas@citywindsor.ca
226-347-0273

Parks
Report Date: March 15, 2024
Clerk's File #: SR2024

To: Mayor and Members of City Council

Recommendation:

On February 2, 2024, the 2024 10-year capital budget was approved via Mayoral Decision MD05-2024 which did not include any amount for the implementation of the South Cameron Conceptual Trail Plan be it further resolved:

I. **THAT** Council **SUPPORT** the **South Cameron Conceptual Trail Plan** as shown in Appendix A of this report which would require additional expenditures which are not currently included in the 10-year capital plan; and further,

II. **THAT** the City Treasurer **BE DIRECTED** to bring forward a capital budget issue in the amount estimated to be $2,634,240 as part of the 2025 10-year capital plan for consideration.

Background:

In August 2021, the federal government launched a new program to support the creation of a network of national urban parks across Canada. The National Urban Parks Program has three principal objectives, which all national urban parks aim to advance: conservation of nature; connecting people with nature; and advancing reconciliation with Indigenous peoples. The study area for the proposed national urban park included parcels that are known locally as the Ojibway Prairie Complex (including Ojibway Park, Black Oak Heritage Park, Ojibway Shores, Tallgrass Prairie Heritage Park, Spring Garden Natural Area, Oakwood Natural Area, and Ojibway Prairie Provincial Nature Reserve), as well as the following additional lands within the City of Windsor: Chappus Natural Area, Malden Park, South Cameron Woodlot, and St. Clair College Prairie and Woods. Parcels within the Town of LaSalle are also part of the study area, along with

property owned and/or managed by the City of Windsor, Town of LaSalle, the Province of Ontario, Hydro One and Parks Canada.

The City of Windsor, on behalf of project partners, retained the consulting firm WSP Canada Inc. (WSP) to facilitate engagement with stakeholders and the public during this early stage of park exploration. Over the past year, there were a number of public engagement opportunities to determine what important features the community would like to see included across the National Urban Park as a whole. Surveys also collected information about how the community utilizes these areas and how they hope to use them in the future. These engagement opportunities included open houses in November 2022 and June 2023, targeted community sessions, meetings and workshops with key stakeholders and an online survey with 475 respondents. Feedback was received both during and following the engagement sessions. The feedback encompassed all areas proposed in the study.

Discussion:

A report outlining conceptual design plan options, estimated costing and timelines for new and improved trails in the South Cameron Woodlot was provided to the City of Windsor by WSP. The report outlines four (4) different types of trails that are being proposed as part of the conceptual design. See Appendix A for full details. The proposed trails will increase the existing City's trails network and would vary from asphalt surfaces, limestone and fibreglass boardwalks with each proposed surface taking into account items such as optimal trail routes, flooding, significant trees and vegetation and AODA compliance.

When asked about the most common activities that people take part in at the properties noted in the National Urban Park study, the top response was use of trails for walking or hiking. If approved by Council, the attached concept and upgrades to trails would improve accessibility and allow for more opportunity to utilize the South Cameron area for walking and hiking.

Administration recommends that if Council approves moving forward with this concept plan, the plan be done in multiple stages.

On February 26, 2024, through Decision Number CR96/2024 CSSC 230 Council approved Option #2 presented in S 11/2024 Response to CQ 12-2022 & CQ 22-2022-Solar Lights on City Trails. The decision outlined that any new trails that are created after this report will need to have adequate solar lighting added into the proposed capital and operating budget. Accordingly, the masterplan includes solar lighting for the South Cameron Park trails.

Risk Analysis:

There is a significant financial risk associated with this project. There is currently no funding set aside in the capital budget to move forward with this project.

As with any park re-development the South Cameron trails would be partially under construction for the duration of each construction phase. As Administration would look to complete the project in phases, this would allow sections of the trails to be closed during construction with the remainder of the park remaining open to users. There may

be instances throughout the duration of the project where the trails may need to be closed for safety during construction.

Financial Matters:

The anticipated capital funding requirements for improvements to the South Cameron Park trails as identified within the masterplan are listed below:

ESTIMATED EXPENSES	YEAR	AMOUNT
Phase 1A - Ojibway St. ROW - Asphalt trail construction with solar lighting	TBD	$ 254,000
Phase 1B - Alley West of Mark Ave. Lots from Ojibway St. to Kenora St. - Asphalt trail construction with solar lighting	TBD	$ 244,500
Phase 2 - Kenora St. ROW East of Randolph Ave. - Limestone and boardwalk trail construction	TBD	$ 907,540
Phase 3 - Interior Trail from Ojibway St. to Playground and Kenora St. Boardwalk trail construction	TBD	$1,104,600
Phase 4 - Kenora St. ROW West of Randolph Ave.	TBD	$123,600
TOTAL ESTIMATED PROJECT COSTS		**$2,634,240**

*All pricing includes a contingency.

Cost associated with each of the phases are based upon high level estimates using 2024 pricing.

There is no capital budget funding allocated to the proposed South Cameron Conceptual Trail Plan trails within the 2024 10-year Capital Plan. Should City Council wish to proceed with all phases for the project plan additional capital funding of approximately $2,634,240 would need to be included as part of the 2025 10-year capital plan for consideration. It should be noted that accommodating this funding request would require further analysis by Administration and could involve the delaying, eliminating, or reducing scale / scope of other projects.

The solar lights included in the plan have an anticipated twenty (20) year life and each solar fixture is expected to be replaced once at an estimated replacement cost of $700 plus applicable HST. Should City Council wish to proceed with all phases of the project plan, operating budget issues regarding light fixtures and/or trail maintenance would be submitted for consideration as needed throughout the various phases of the South Cameron project plan.

Consultations:

Laura Ash, Project Lead, Parks Development

Dave Nicholls, Manager, Parks Operations (A)

Emilie Dunnigan, Manager, Development Revenue & Financial Administration

Michael Dennis, Manager, Strategic Capital Budget Development and Control

Conclusion:

The proposed South Cameron Park Trail improvement as outlined herein will help revitalize this area providing improved trails to allow for walking and hiking opportunities as requested by the community and will have a positive impact on the community at large.

Planning Act Matters:

N/A

Approvals:

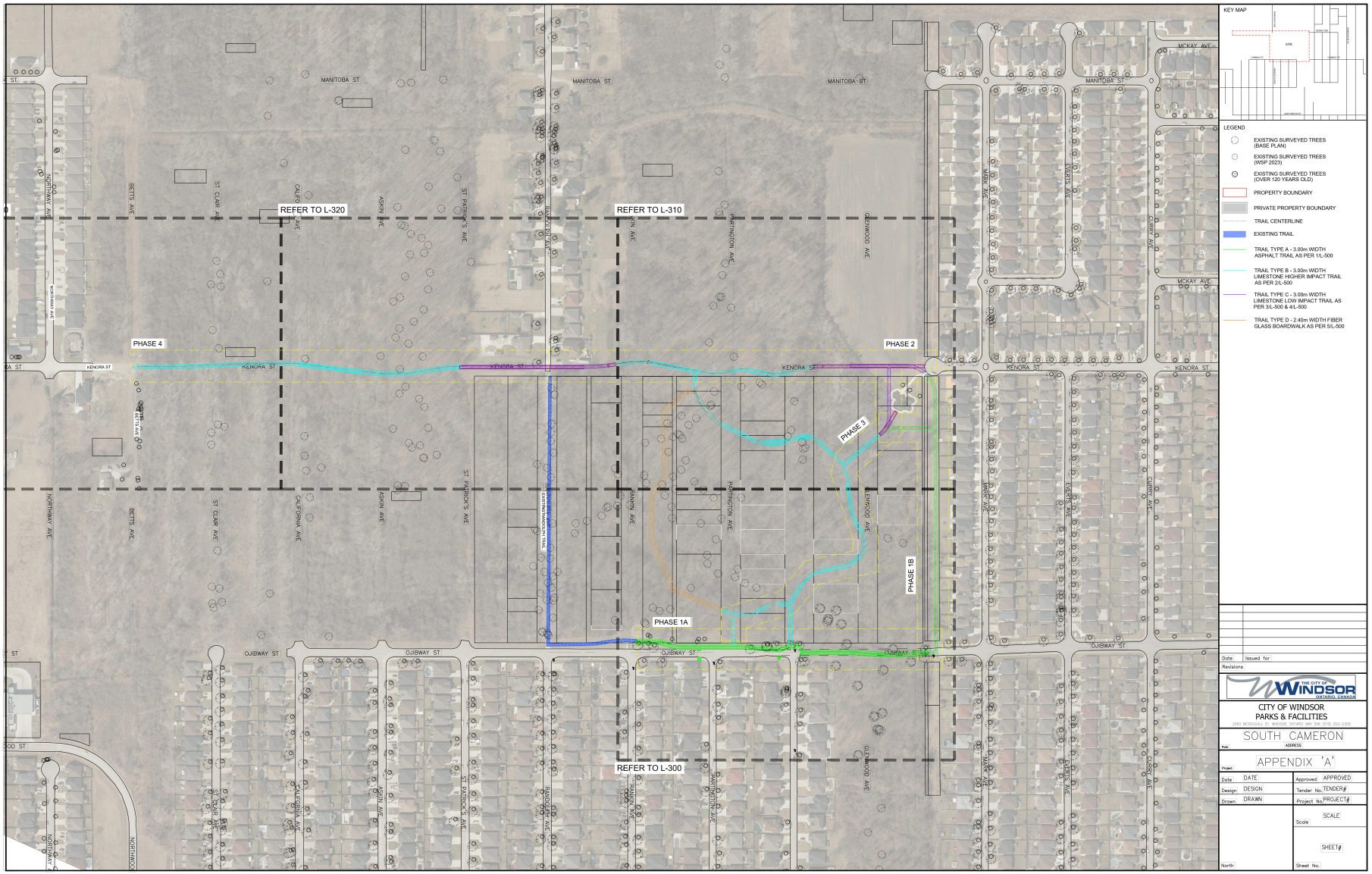
Name	Title
Samantha Magalas	Executive Initiatives Coordinator
Wadah Al-Yassiri	Manager, Parks Development
Erika Benson	Financial Planning Administrator
James Chacko	Executive Director, Parks and Facilities
Ray Mensour	Commissioner, Community Services
Janice Guthrie	Commissioner Finance,City Treasurer
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

1 Appendix A - South Cameron Trail Concept Plan


KEY MAP
LEGEND
EXISTING SURVEYED TREES (BASE PLAN)
EXISTING SURVEYED TREES (WSP 2023)
EXISTING SURVEYED TREES (OVER 120 YEARS OLD)
PROPERTY BOUNDARY
PRIVATE PROPERTY BOUNDARY
TRAIL CENTERLINE
EXISTING TRAIL
TRAIL TYPE A - 3.00m WIDTH ASPHALT TRAIL AS PER 1/L-500
TRAIL TYPE B - 3.00m WIDTH LIMESTONE HIGHER IMPACT TRAIL AS PER 2/L-500
TRAIL TYPE C - 3.00m WIDTH LIMESTONE LOW IMPACT TRAIL AS PER 3/L-500 & 4/L-500
TRAIL TYPE D - 2.40m WIDTH FIBER GLASS BOARDWALK AS PER 5/L-500
REFER TO L-320
REFER TO L-310
REFER TO L-300
PHASE 4
PHASE 2
PHASE 3
PHASE 1B
PHASE 1A
MANITOBA ST
KENORA ST
OJIBWAY ST
MCKAY AVE
NORTHWAY AVE
BETTS AVE
ST CLAIR AVE
CALIFORNIA AVE
ASKIN AVE
ST PATRICK'S AVE
RANKIN AVE
PARTINGTON AVE
GLENWOOD AVE
CHERRY AVE
CITY OF WINDSOR
ONTARIO, CANADA
CITY OF WINDSOR
PARKS & FACILITIES
SOUTH CAMERON
APPENDIX 'A'
Date
Issued for
Revisions
DATE
APPROVED
DESIGN
DRAWN
TENDER#
PROJECT#
SCALE
SHEET#
North
Sheet No.

Committee Matters: SCM 135/2024

Subject: Windsor Essex Regional Community Safety & Well-Being Plan Update

Moved by: Councillor Renaldo Agostino
Seconded by: Councillor Jo-Anne Gignac

Decision Number: **CSSC 243** CSSC 226
THAT the report of the Manager of Social Policy & Planning dated April 11, 2024 entitled "Windsor Essex Regional Community Safety & Well-Being Plan Update - City Wide" **BE RECEIVED** for information.
Carried.

Report Number: S 53/2024, SCM 42/2024 & SCM 365/2023
Clerk's File: SS/14026

Clerk's Note:

1. The recommendation of the Community Services Standing Committee and Administration are the same.

2. Please refer to Item 8.4 from the Community Services Standing Committee held on May 1, 2024.

3. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20240501/-1/10481

Subject: Windsor Essex Regional Community Safety & Well-Being Plan Update - City Wide

Reference:

Date to Council: May 1, 2024
Author: Stephen Lynn
Manager, Social Policy & Planning
slynn@citywindsor.ca
519-255-5200 ext 5270

Report Date: 4/11/2024
Clerk's File #: SS/14026

To: Mayor and Members of City Council

Recommendation:

THAT the report from the Manager of Social Policy & Planning regarding an update on the Windsor Essex Regional Community Safety & Well-Being Plan **BE RECEIVED** for information.

Executive Summary:

N/A

Background:

In 2019, the Provincial government amended the *Police Services Act* to mandate that every municipality prepare and adopt a Community Safety and Well-Being (CSWB) Plan. After discussions amongst the regional Chief Administrative Officers proposing a regional CSWB Plan, Report S198/2019 and CAO-2019-11 were brought to the City of Windsor (City) and Essex County (County) Councils, respectively, requesting authorization to engage the County of Essex and its municipalities to develop a Regional Community Safety and Well-Being Plan (RCSWB). City and County Councils authorized a project team comprised of City and County administration staff. The Province established this deadline before the COVID-19 pandemic and subsequently passed the Coronavirus (COVID-19) Support and Protection Act, 2020, which granted an extension to December 31, 2021.

In October 2021, all lower-tier municipalities of the County of Essex received a final update presentation, which included the Plan's goals, initiatives and activities and a request to delegate approval authority of the final Plan to Essex County Council. Each municipality unanimously voted to authorize the delegation of approval authority to Essex County Council. The Plan was approved by City and County Council in October

and November 2021, respectively (CR522/2021). In early December 2021, the Windsor and Essex County Regional Community Safety and Well-Being Plan was submitted to the Ministry of the Solicitor General (SolGen) for approval before the revised deadline of December 31, 2021.

The vision for Community Safety and Well-Being in Windsor-Essex County was defined as “A community where everyone feels safe, has a sense of belonging, equitable access to services and opportunities and can have their needs met across Windsor and Essex County.” The Plan’s four regional areas of focus are:

- Good Governance and Data
- Engaged and Safe Communities
- Mental Health and Substance Use Supports; and,
- Financial Security and Economic Equity

In total, 8 goals, 17 initiatives and 47 activities were established as part of the Plan.

This report is intended to provide a status update on the RCSWB plan. It is also in response to Councillor Gignac's motion at the February 7, Community Services Standing Committee meeting, stating "That administration BE REQUESTED to prepare a report outlining the City of Windsor's responsibility within this mandated group as well as funding sources, possible impacts, priorities and implementation plan."

Discussion:

There are two main tables that govern the RCSWB work. The Regional CSWB Systems Leadership Table (RSLT) was established during the development phase of the Plan and was mandated by the Province. It is chaired by the City of Windsor's Human and Health Services Commissioner and the Chief Administrative Officer for the County of Essex and includes partners from various sectors, including health and mental health, education, community and social services, community and social services for youth, custodial services for youth, municipalities, police and public safety, and business.

To better leverage existing strategies and better inform the CSWB governance on community risks and protective factors, an Enhanced Sector Network (ESN) table has also been created. The ESN engaged committees and organizations that work alongside individuals from eight historically underrepresented communities. Those communities include Indigenous Peoples, Racialized Persons, Youth, Newcomers, Seniors, 2SLGBTQ+ communities, Accessibility communities and broader community groups. The goal of the ESN was to ensure that diverse voices and priorities were included throughout the planning process.

Since the Plan's approval by City and County Council, 7 goals, 12 initiatives, and 20 activities have been completed or are in progress. Attached, as Appendix A, is an overview of the work currently underway.

Good Governance & Data:

The Good Governance and Data priority is designed to undergird all three priorities of the Plan. In an effort to advance this priority's data initiatives, a partnership with St. Clair College to seek grant funding under the auspices of the Natural Sciences and Engineering Research Council of Canada (NSERC) and WE-SPARK Incentive grant program was established. The WE-SPARK grant was successful between the City of Windsor and St. Clair College's Social Justice & Legal Studies program. Together, the project reviewed an internal capacity assessment to evaluate the systems utilized for tracking information pertinent to homelessness, also known as the Homelessness Information Families Information System (HIFIS). This project, albeit on a smaller scale, was designed to provide insights crucial for the overarching Data Consortium Project, which had originally been slated to launch with funding through a National Sciences Engineering Research Council (NSERC) Grant that was unsuccessful.

The unsuccessful NSERC Grant led to impeding the envisioned foundation of the Data Consortium Project. Although the grant was earmarked to significantly address issues surrounding Affordable Housing, including the pertinent subtopics of Homelessness, Social Housing, and Affordable Housing, the WE SPARK grant with St. Clair College has proven to be a successful partnership. However, due to the lack of available funding, members from the Data Table have been reengaged and conversations are taking place with partners regarding similar projects for collaboration.

Engaged & Safe Communities:

The Engaged & Safe Communities Priority has allowed cross-sectoral regional collaboration between many partners. Under Goal 3, the RCSWB has been working closely with the Housing Services Department and members of the RSLT to align multiple initiatives and activities from the Plan. The work is in progress and should be completed and launched by Summer 2024.

The Safety and Crime Prevention walks were successfully launched across Windsor and Essex County in 2022 and throughout 2023. The walks were held in Windsor, Leamington, Tecumseh, Essex (including Harrow and Essex Centre), with plans for other municipalities this year. The walks have received significant media attention, resulting in positive feedback from residents and stakeholders. The walks are in partnership with local police services, elected officials and municipal administration and apply a Crime Prevention Through Environmental Design (CPTED) lens to focus on assets and unique suggestions to improve deficiencies. Due to significant demand, an action and sustainability plan is being developed in partnership with St. Clair College and the WESPARK grant to build internal capacity amongst community and municipal partners.

The Regional Crime Prevention Council (RCPC) was established through grant funding from the Federal Government's Building Safer Communities Fund (BSCF). For the first two years, the RCPC will focus on preventing youth gun and gang violence in Windsor and Essex County. The RCPC will leverage expertise, share best practices, and act as an interdisciplinary consultative body.

In 2023, the City and County of Essex Council declared Intimate Partner Violence an epidemic. Per direction from the Council, the Project Manager met with members of the Violence Against Women Coordinating Committee of Windsor-Essex (VAWCCWE) to discuss their advocacy work and potential alignment with the WERCSWB. In early 2024, members of the VAWCCWE presented to the RSLT. Ongoing meetings and information sharing with the group will continue throughout the Plan.

Mental Health & Substance Use Supports:

Through SolGen's Community Safety & Policing grant stream launched in late 2021, multiple activities until the Mental Health & Substance Use Supports priority were able to be implemented. The Substance Supports in Neighbourhoods Accessed through Police Partnerships (SSNAPP) is a program designed to combat opioid/substance use and related crime through coordinated planning, public education, and training. This project involves the Windsor Police Service as the grant holder, the Windsor Essex County Health Unit, and the City of Windsor as collaborative partners. There are four key objectives of this project, many of which are in progress or have reached completion milestones:

1. Work with multi-sectoral partners to establish individualized "community safety plans" for postal codes with high-risk settings related to opioid use and overdose.
2. Work with partners to develop a promotional campaign of available mental health and community services and WPS services;
3. Provide reciprocal education and training opportunities for both the community and service~~s~~ providers working in identified area and high-risk settings.
4. All work will be evaluated and reported to the Province.

Many successful training events have taken place including Crime Prevention through Environmental Design (CPTED) workshops with partners as well as De-escalation and Trauma-Informed training for key frontline staff from various sectors. A website, www.ssnapp.ca was launched with community updates being added monthly. Through this grant, the Windsor Police Service was able to leverage funding to successfully pilot the Nurse Police Team (NPT).

Additionally, the Project Manager has been successful in partnering with police services across the region to apply for Community Safety and Policing (CSP) grants from SolGen. Although not led by the Project Manager, multiple successful grants are linked directly to activities in the Plan.

Financial Security & Economic Equity:

In late 2023, work commenced with a vendor to conduct a social policy review of social and financial support services available to residents of Windsor-Essex, including federal, provincial and local, to determine where there are gaps in services and support. Community stakeholders were involved in its development, and the final review will be presented to the RSLT in Spring/Summer 2024.

Risk Analysis:

The Province legislates all municipalities to develop a Community Safety and Well-Being Plan, which will need to be updated every four years. The Province did outline consequences should a municipality not develop a CSWB plan, but there are currently no known financial or management oversight consequences if the approved Plan is not fully implemented. Under the City of Windsor's Enterprise Risk Framework, Legislative & Regulatory Risk category, without ongoing funding, there will be moderate operational impacts due to initiatives not having necessary resources for implementation, which may lead to reputational impacts by regional media and community and sector groups who were an integral part of the Plan's development and ongoing implementation.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

Although Community Safety & Well-Being implementation funding opportunities available for municipalities from the Province have still not been announced, OMSSA has a network of municipalities and continues to advocate to the Province for funding. The Project Manager has been successful in partnering with police services across the region to apply for Community Safety and Policing (CSP) grants from SolGen. In the first half of 2022, the RCSWB project team identified and sought out two grant streams: Implementation Grants & RCSWB Supported Grants. Implementation grants were written in partnership with key project partners or to directly receive funding for the implementation of key RCSWB initiatives. RCSWB Supported Grants were examples when the Project Manager collaborated on applications led by police service partners related to Community Safety and Well-Being through the Community Safety and Policing Grant stream by SolGen.

A total of seven grants were submitted, with five successful grants to date. The total value of successful grants was $9.7 million approved for various initiatives and organizations across Windsor-Essex County. Of the $9.7 million, $4.2 million is directly tied to implementation grants for the Plan, including the City of Windsor receiving $2.7 million over four years for the Building Safer Communities Fund (CR328/2022). Through these implementation grants, the City has successfully secured a salary cost recovery of up to 10% of the project manager's time.

In a municipal scan across Ontario, it was determined many regional municipalities have created a regional fund for the implementation of CSWB initiatives. A Community Investment Fund has been launched or made to align with CSWB goals and initiatives in regions across the Province, including Halton, York and Peel regions.

During the 2023 budget process, the City of Windsor allocated $50,000, and the County of Essex implemented $50,000 for a total of $100,000 towards a Community Investment Fund to implement the Plan's activities. The City and County also contribute equally to the cost of the RCSWB Project Manager position. The budget for the creation of a CSWB Community Investment Fund serves as a foundation for the millions of dollars secured and will help build momentum and sustainability. The Project Manager will continue to liaise with OMSSA and the Association of Municipalities of Ontario (AMO) CSWB tables for funding information, in addition to searching and applying for alternative funding opportunities from senior levels of government, foundations or other sources that align with the Regional Community Safety and Well-Being Plan's goals, initiatives and actions. The additional funding sources will help build a more robust community investment fund throughout the duration of the Plan.

Consultations:

Doran Anzolin, Executive Initiatives Coordinator
Linda Higgins, Manager of Intergovernmental Funding
Michelle Oake, Project Manager, Windsor Essex Regional Community Safety & Well Being Plan

Conclusion:

The Windsor-Essex Regional Community Safety and Well-Being Plan stands as a cornerstone in addressing the multifaceted challenges facing the Windsor Essex region. By prioritizing the four initiatives, the Plan underscores a commitment to fostering a safer and healthier community environment.

Planning Act Matters:

N/A

Approvals:

Name	Title
Linda Higgins	Manager, Intergovernmental Funding
Stephen Lynn	Manager, Social Policy & Planning
Janice Guthrie	Commissioner, Finance & City Treasurer
Andrew Daher	Commissioner, Human & Health Services
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

1 Appendix A - CSWB Plan Project Progress

Appendix A: CSWB Plan Project Progress

Good Governance & Data

Goal	Initiative /Activity	Progress
1. Improve collaboration between CSWB partners for better data and service outcomes.	**1.1.** Establish a permanent table of CSWB partner organizations to institutionalize cross-sectoral collaboration to address systemic and specific service delivery opportunities.	In-Progress
	1.1.1 Establish a Memorandum of Understanding and Terms of Reference with System Leadership Table partners (RSLT) around collective action on identified CSWB priorities and initiatives.	Completed
	1.1.3 Leverage or establish Action Tables for key goals and initiatives in the RCSWB plan, that include RSLT members, municipal representation, Community Service Providers, and representation from priority and Persons with Lived Experience (PLE) populations.	In-Progress
	1.2. Develop a Data "Consortium" of partner organizations to support ongoing CSWB planning and service delivery.	In-Progress
	1.2.1 Data Consortium Planning	In-Progress
2. Improve representation and inclusion of priority populations in collaborative decision-making processes for CSWB initiatives.	**2.1.** Increase representation of priority populations and those with lived experience at RCSWB leadership table and partner advisory/leadership tables.	In-Progress
	2.1.1 Ensure RSLT Terms of Reference include priority and PLE population requirements for RSLT and all Action Tables.	Completed
	2.1.2 Communicate and advertise opportunities to engage representative levels in a culturally appropriate manner.	Completed
	2.1.3 Provide resources to value and support priority population's ability to participate meaningfully in implementation processes (e.g. honouriums, communities of practices).	In-Progress
	2.1.5 Reaffirm commitment to diversity, equity and inclusion among partners at the Systems Leadership Table.	Completed
	2.2. Include consultations with priority communities early in planning stages of CSWB activities.	Completed

Engaged & Safe Communities

Goal	Initiative / Activity	Progress
3. Increase access to safe and affordable housing.	**3.1.** Increase awareness and utilization of existing housing supports and programs.	Completed
	3.1.1 Work with the City of Windsor's Housing department, as the designated Municipal Service Manager for housing services in Windsor and Essex County, to review existing communications channels between service providers and those in need of supports and identify opportunities to improve outreach and engagement, especially in the County.	Completed
	3.1.2 Leverage, enhance or develop a communications plan that aligns with the Home Together: Windsor Essex Housing and Homelessness Master Plan and the mandate of the Housing and Homelessness Advisory Committee, to promote awareness of existing supports and programs that is targeted at reaching those in need of affordable housing, or those at risk of losing their housing.	In-progress
	3.2. Review and assess planning and growth-related policies to promote a larger and more diverse housing supply.	In-progress
	3.2.2 Promote innovative pilot projects among municipal partners that align with Home Together to support the creation of more attainable housing within existing legislation and regulatory frameworks	In-progress
	3.3. Increase provincial and federal advocacy to support more affordable housing through streamlined approval processes and capital and operating investment in housing projects.	In-progress
	3.3.1 Leverage, expand or develop a strategic advocacy plan with a broad coalition of municipal and sectoral support that identifies key intergovernmental investment priorities to increase access to affordable housing across the region	In-Progress
4. Promote safe, healthy, and connected neighbourhoods and communities.	**4.2.** Promote community-led projects and initiatives - including neighbourhood building initiatives to help increase feelings of safety, strengthen social capital with neighbours and promote ongoing, sustainable engagement within communities.	In-Progress

	4.2.2. Pilot a CSWB Walks Program based on Neighbourhood Crime Prevention through Environmental Design (CPTED) model for City and County.	In-Progress
	4.2.3. Work with partners to develop and pilot a Regional Crime Prevention Council (or committee) focused on leveraging expertise and sharing best practices as an interdisciplinary consultative body for priority communities and neighbourhoods.	Completed

Mental Health & Substance Use Supports

Goal	Initiative/Activity	Progress
5. Increase frequency of preventative care and early interventions to reduce overall service need and crisis intervention.	5.1 Promote de-stigmatization of mental health and addiction issues and raise awareness of existing supports to promote early intervention and overall wellbeing.	In-Progress
	5.1.1 Leverage, enhance or develop a region-wide campaign to raise mental health awareness and local available resources and initiatives.	In-Progress
	5.1.2 Ensure resident information pathways are harmonized among service providers to provide residents with as many resources as possible (e.g. RCSWB Asset Map).	In-Progress
6. Safe and effective emergency response to those in crisis.	6.1 Expand programs that leverage crisis response teams that include both police and mental health workers (e.g. COAST, Youth Crisis Response Team (YCRT), Mobile Crisis Rapid Response Team etc.).	Completed
	6.2 Improve community trust in the emergency services and improve community outcomes, especially for priority populations, by building stronger relationships between service providers (e.g. Community workers and police) and communities.	In-Progress
	6.2.1 Leverage partnerships with existing community networks and priority populations to create opportunities for ongoing dialogue and feedback from community members.	In-Progress
	6.2.2 Identify opportunities to establish community-emergency responder partnerships.	Completed

Financial Security & Economic Equity

Goal	Initiative/Activity	Progress
7. Identify existing gaps in the social safety net for those facing income insecurity and poverty with a lens of equity and inclusion for priority populations.	**7.1.** Conduct a social policy review of support services available to residents of Windsor-Essex, including federal, provincial, and local initiatives to determine where there are gaps in services or supports.	In-progress
	7.1.1 Develop an inventory of available support services and conduct a gaps analysis.	In-Progress
	7.1.2 Identify opportunities for collective action to fill identified gaps.	In-Progress
	7.1.3 Select and work collaboratively with successful vendor to complete the review.	In-Progress
	7.2 Leverage report finding and the work already completed by local strategies and organizations by advocating for additional resources and funding at intergovernmental and non-profit levels.	In-Progress

Committee Matters: SCM 42/2024

Subject: Minutes of the Windsor Essex Regional Community Safety and Well-Being Systems Leadership Table of their meeting held September 13, 2023 - City Wide

Moved by: Councillor Jo-Anne Gignac
Seconded by: Councillor Mark McKenzie

Decision Number: **CSSC 226**
THAT the minutes of the Windsor Essex Regional Community Safety and Well-Being Systems Leadership Table meeting held September 13, 2023 **BE RECEIVED**; and,

THAT administration **BE REQUESTED** to prepare a report outlining the City of Windsor's responsibility within this mandated group as well as funding sources, possible impacts, priorities and implementation plan.
Carried.

Report Number: SCM 365/2023

Clerk's Note:

1. Please refer to Item 7.2 from the Community Services Standing Committee held on February 7, 2024.

2. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20240207/-1/9465

Committee Matters: SCM 365/2023

Subject: Minutes of the Windsor Essex Regional Community Safety and Well-Being Systems Leadership Table of their meeting held September 13, 2023 - City Wide

MEETING OF THE
WINDSOR ESSEX REGIONAL COMMUNITY SAFETY AND WELL-BEING
SYSTEMS LEADERSHIP TABLE

MEETING MINUTES

WEDNESDAY, SEPTEMBER 13TH, 2023; 9:00AM TO 10:00AM

VISION: "A COMMUNITY WHERE EVERYONE FEELS SAFE, HAS A SENSE OF BELONGING, EQUITABLE ACCESS TO SERVICES AND OPPORTUNITIES, AND CAN HAVE THEIR NEEDS MET ACROSS WINDSOR AND ESSEX COUNTY"

In Attendance
Co-Chairs
Andrew Daher, Sandra Zwiers
Members
Mary Birch, Jeanie Diamond-Francis, Sonja Grbevski, Bill Marra, Eric Nadalin, Carolyn Warkentin, Jason Woods, Joyce Zuk
Project Team
Amanda Alchin, Doran Anzolin, Stephen Lynn, Michelle Oake

Regrets
Members
Kevin Blondin, Angela Ferguson, Frank Providenti

Agenda Item	Highlights	Action/Update
Call to Order	**1.1 Welcome** • Michelle Oake, Project Manager, Windsor Essex Regional Community Safety and Well-Being (WERCSWB) Plan, City of Windsor, welcomed Sandra Zwiers, *new* Co-Chair of the Regional Systems Leadership Table (RSLT), and Chief Administrative Officer, County of Essex. • Mary Birch, Director, Legislative and Community Services and Clerk, County of Essex, was thanked for her term as Co-Chair, and commitment to being a member of the RSLT moving forward. **1.2 Establish Quorum and Call to Order** • 12 members were present, establishing quorum. • The meeting was called to order at 9:03 am. **1.3 Approval of Today's Agenda** • The Meeting Agenda for September 13, 2023, was approved. **1.4 Declaration of Conflicts of Interest** • N/A	

	1.5 Approval of June 28th, 2023 Meeting Minutes • The June 28, 2023 Meeting Minutes were approved.	

Matters of Discussion	**2.1 Progress Updates: WERCSWB Projects**
	
	• A high level review of the **four priority areas** within the WERCSWB Plan (henceforth the 'Plan') was provided:
	  ○ **Priority #1:** Good Governance & Data
	  ○ **Priority #2:** Engaged & Safe Communities
	  ○ **Priority #3:** Mental Health & Substance Use Supports
	  ○ **Priority #4:** Financial Security & Economic Equity
	• Each priority category consists of two goals and up to three initiatives per goal. In total, eight goals have been set, and 17 initiatives were established to achieve and action the goals.
	
	2.1.1 Community Investment Fund
	
	• This municipal funding will be used in 2023 to implement areas of the Plan that do not have secured grant funding (e.g., Goals 3 and 7).
	• The RSLT will have the opportunity to review relevant project drafts created with this funding.
	
	2.1.2 Building Safer Communities Fund (BSCF)
	
	• With consultation from community partners and police services (WPS, LPS, OPP), the City of Windsor submitted a regionally focussed prevention and intervention plan to combat youth gun and gang activities, to Public Safety Canada, which was successful.
	• Through the BSCF, $2.7 million, over three years, will be provided to the City of Windsor, by Public Safety Canada to support the prevention of youth gun and gang violence in the region.
	• Implementation activities (e.g., funded programs, development of a Regional Crime Prevention Council, and Future Call for Proposals) and timelines were discussed and reviewed.
	
	2.1.3 Data Consortium
	
	• An update was provided and received regarding the partnership between the City of Windsor and St. Clair College, through a WE SPARK grant.
	• An update was also provided and received on the Data Consortium project, which falls under Priority #1 (Good Governance & Data).
	• Communication and consultation with community partners will continue to be a priority through the WERCSWB Plan and the RSLT, especially as grants are being applied to.
	
	2.1.4 Substance Supports in Neighbourhoods Accessed through Police Partnerships (SSNAPP)
		ACTION
		• A Gantt chart outlining progress towards the Plan's priorities, goals, initiatives, and implementation activities will be submitted to the RSLT for the next meeting.

	• Substance Supports in Neighbourhoods Accessed through Police Partnerships (SSNAPP), seeks to address substance use and related crime through a coordinated public education and training strategy.
	  ○ This is a partnership between the City of Windsor, Windsor Police Service (WPS), and the Windsor Essex County Health Unit (WECHU) with Windsor Police Service being the Community Safety and Policing Grant holder.
	  ○ The SSNAPP Team has hosted a number of community engagement events over the summer.
	  ○ SSNAPP relates to Goals 4, 5, and 6 of the Plan, with the Priorities being "Engaged and Safe Communities" and "Mental Health and Substance Use Supports".
	
	• At present time, the Plan has 19 on-going project activities, which align with 7/8 goals and 10/17 initiatives.	

Unfinished Business	**3.1 RSLT *Terms of Reference***
	
	• The *Terms of Reference* were approved at the last meeting on June 28, 2023 as a living document.
	
	3.2 New Structure of RSLT Meetings
	
	• Historically, the RSLT was established to guide the development of the Plan.
	• Now that the Plan has been developed, the membership list has been restructured to promote the long-term implementation of the Plan.
	• The past and present membership lists were reviewed and discussed.
	• Action Tables and Partnered Committees were identified (e.g., WECOSS LC). The WERCSWB Project Manager will be a member of the Action Tables and Partnered Committees and will report back to the RSLT for efficiency.
	
	3.2.1 Review Committee for Future (ESN and PWLE) RSLT Members
	
	• Goal 2 of the Plan is to improve representation and inclusion of priority populations.
	• Five RSLT membership seats will soon be filled by representatives from the Enhanced Sector Network and People with Lived Experiences.
	  ○ A public call for Expressions of Interest will be requested for Committee review and selection.
	  ○ This Review Committee will be temporary sub-committee and will consist of the following individuals: Michelle Oake, Eric Nadalin, Joyce Zuk
		ACTION
		• The *Terms of Reference will be disseminated* to all RSLT members through DocuSign for signature.
		
		ACTION
		• Michelle Oake will contact Joyce Zuk and Eric Nadalin regarding the EOI Review Committee's next steps.

New Business / Round Table Discussion	**4.1 Good News and Upcoming Events** **4.1.1 Public Safety Information Day (September 2023)** • Michelle Oake will be attending Public Safety Information Day, as a WERCSWB Plan representative, which is occurring Sunday, September 17 at Seacliff Park, to raise awareness of the Plan and its ongoing implementation activities.	

	4.1.2 Law Enforcement Training Conference (Rescheduled Date TBD)
	
	• This event was intended to take place in September. It is being rescheduled.
	
	4.1.3 Neighbourhood Safety Walks and CPTED Training (November 2023)
	
	• Since previous Safety and Crime Prevention Walks (e.g., Tecumseh, Harrow, Essex, Leamington) and CPTED trainings have proven to be successful, dates have been booked for two safety walks, as well as a two-day CPTED training course this year:
	  ○ November 2, 2023: Windsor Safety Walk
	  ○ November 14, 2023: Leamington Safety Walk
	  ○ November 15 & November 16, 2023: CPTED Training
	
	4.2 Community Spotlight: Update from Community Leaders
	
	• Since there are many organizations in the community who are working towards the common goal of community safety and/or well-being, it was suggested that time permitting, the RSLT may welcome guests for up to 15 minutes (per meeting) to provide an update on their work, through a community safety and well-being lens.
	• There was a general consensus that, time-permitting, the "Community Spotlight" will be a standing RSLT Agenda Item moving forward.
		ACTIONS
		• Michelle Oake will inform the RSLT of the dates and times of the Safety Walks and CPTED training once confirmed.

Adjournment	**5.1 Next Quarterly Meeting** • December 13, 2023 (Virtual: 9:00 am – 10:00 am) **5.2 Meeting Adjourned** • The meeting was adjourned at 10:00 am.	

Committee Matters: SCM 136/2024

Subject: Asylum Claimants Transferred to Windsor Hotels by Immigration, Refugees and Citizenship Canada (IRCC) Update – City Wide

Moved by: Councillor Jo-Anne Gignac
Seconded by: Councillor Mark McKenzie

Decision Number: **CSSC 244**
THAT the report of the Manager, Social Policy & Planning dated March 18, 2024 entitled "Asylum Claimants Transferred to Windsor Hotels by Immigration, Refugees and Citizenship Canada (IRCC) Update – City Wide" **BE RECEIVED** for information; and,

THAT the Commissioner of Human and Health Services **BE AUTHORIZED** to approve and submit applications and related submissions and sign Ministry funding letters or agreements and amendments to Immigration, Refugees and Citizenship Canada (the "IRCC"), or any other Ministry as required, to secure funding related to asylum claimants and other newcomer populations, provided they are in a form satisfactory to the City Solicitor, satisfactory in content to the City Treasurer, and technical content to the Executive Director of Housing and Children's Services; and,

THAT the Commissioner of Human and Health Services **BE AUTHORIZED** to allocate funding approved by the IRCC, or any other Ministry as required, and execute, sign, amend and terminate agreements with Purchase of Service agencies to support asylum claimants and other newcomer populations provided the agreement does not exceed the funding provided by the agreement or as allocated in the approved City budget in each respective year, and provided they are in a form satisfactory to the City Solicitor, satisfactory in content to the City Treasurer, and technical content to the Executive Director of Housing and Children's Services; and,

THAT City Council **AUTHORIZE** the Executive Director of Housing & Children's Services to sign financial reports in consultation with the Manager of Intergovernmental Funding, and to sign administrative reports or other documents to remain in compliance as required under the funding agreement, and where the funding agreement(s) requires City Treasurer to attest to financial reports, that the City Treasurer, or designate, **BE AUTHORIZED** to sign; and,

THAT administration **BE DIRECTED** to contact the federal government to determine whether they would consider selecting hotels that wouldn't have such a direct impact on

City of Windsor tourism and whether they would consider splitting up the number of rooms into 3 or 4 smaller hotels instead of a large number in one hotel.
Carried.

Report Number: S 39/2024
Clerk's File: GF/14750

Clerk's Note:

1. The recommendation of the Community Services Standing Committee and Administration are **NOT** the same.

2. Please refer to Item 8.5 from the Community Services Standing Committee held on May 1, 2024.

3. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20240501/-1/10481

Subject: Asylum Claimants Transferred to Windsor Hotels by Immigration, Refugees and Citizenship Canada (IRCC) Update – City Wide

Reference:

Date to Council: May 1, 2024
Author: Stephen Lynn
Manager, Social Policy & Planning
slynn@citywindsor.ca
519-255-5200 ext 5270

Report Date: March 18, 2024
Clerk's File #: GF/14750

To: Mayor and Members of City Council

Recommendation:

THAT the report from the Manager, Social Policy & Planning regarding an update on Asylum Claimants in Windsor **BE RECEIVED** for information; and,

THAT the Commissioner of Human and Health Services **BE AUTHORIZED** to approve and submit applications and related submissions and sign Ministry funding letters or agreements and amendments to Immigration, Refugees and Citizenship Canada (the "IRCC"), or any other Ministry as required, to secure funding related to asylum claimants and other newcomer populations, provided they are in a form satisfactory to the City Solicitor, satisfactory in content to the City Treasurer, and technical content to the Executive Director of Housing and Children's Services; and,

THAT the Commissioner of Human and Health Services **BE AUTHORIZED** to allocate funding approved by the IRCC, or any other Ministry as required, and execute, sign, amend and terminate agreements with Purchase of Service agencies to support asylum claimants and other newcomer populations provided the agreement does not exceed the funding provided by the agreement or as allocated in the approved City budget in each respective year, and provided they are in a form satisfactory to the City Solicitor, satisfactory in content to the City Treasurer, and technical content to the Executive Director of Housing and Children's Services; and,

THAT City Council **AUTHORIZE** the Executive Director of Housing & Children's Services to sign financial reports in consultation with the Manager of Intergovernmental Funding, and to sign administrative reports or other documents to remain in compliance as required under the funding agreement, and where the funding agreement(s) requires City Treasurer to attest to financial reports, that the City Treasurer, or designate, **BE AUTHORIZED** to sign.

Executive Summary:

N/A

Background:

The Safe Third Country Agreement (the “STCA”) signed between Canada and the United States , are considered "safe" countries for migrants and states that refugee claimants are required to request asylum in the country where they first arrive. The agreement originally stated refugee claimants arriving at an official land port of entry to Canada from the U.S. were deemed ineligible for refugee protection. However, the STCA did not apply at unofficial or irregular border crossings, such as Roxham Road in Quebec, where thousands of asylum claimants could enter Canada. The significant number of asylum claimants crossing over the last few years through irregular border crossing led to a surge in local emergency shelters in Quebec with little to no capacity.

On December 30, 2022, Immigration, Refugees, Citizenship Canada (IRCC) contacted City of Windsor Administration with information about IRCC providing temporary accommodations in Windsor for asylum claimants entering Canada. The IRCC accommodations were originally intended to be temporary until the asylum claimants could find long-term housing. Initially, in Windsor, 175 rooms were secured at one hotel, but due to constant demand at Canada’s border, two additional hotels were secured, for a total of 439 rooms. After securing three hotels, IRCC reduced the number to two hotels, which have continued to operate.

The Human and Health Services (H&HS) Department, including Employment & Social Services and Housing and Children’s Services in collaboration with the Windsor-Essex Local Immigration Partnership (WE LIP), worked to gather as much information as possible from Federal and Provincial officials. Regular meetings were held, and administration attended the hotels in person for observational site visits as well as to set up frontline staff to ensure those who were arriving at the hotel were able to access all available services delivered by H&HS. This included Ontario Works (OW) caseworkers to process OW and housing applications and Early Childhood Education (ECE) staff from Children’s Services setting up temporary EarlyON “pop-up” sites to help families with young children to feel settled and become more aware of other community services and programs. Other essential community partners assisted asylum claimants in both direct and indirect ways throughout the weeks and months, including, but not limited to, the MLITSD funded Newcomer Settlement Program (NSP) administered by Multicultural Council of Windsor & Essex County (MCC), YMCA, and Women’s Enterprise Skills Training of Windsor Inc. (WEST), Matthew House, Angela Rose, Legal Assistance of Windsor (LAW), Windsor Essex Catholic District School Board, Conseil Scolaire Viamonde and the Windsor Essex Local Immigration Partnership (WE LIP).

As of March 24, 2023, Canada and the United States expanded the STCA to cover the entire land border (including irregular border crossings) and internal waterways, which effectively stopped thousands of asylum claimants who entered through irregular crossings.

In April 2023, City Council approved CR146/2023 in regards to asylum claimants. The recommendations were immediately actioned, and the City of Windsor was advised by IRCC that the number of rooms would not expand beyond 500 due to limited local capacity in the local emergency shelter system and affordable rental housing market. Also, MLITSD identified the Multicultural Council of Windsor-Essex (MCC) as the local lead settlement agency. Finally, a letter was sent to advocate for establishing a Refugee Law Office from Legal Aid Ontario; however, no action has been taken to establish the office to date. This report is being brought to Council to provide an update on the matter since the last report.

Discussion:

The amendment to the STCA effectively ended asylum claimants at irregular border crossings, and these transfers to Windsor Hotels ended by the end of March 2023. Prior to this, 24 transfers occurred, bringing 1,407 asylum claimants into the IRCC Windsor hotels. As asylum claimants left the hotels after successfully finding new housing, new transfers commenced to fill room vacancies.

Since then, the number of inland asylum claimants in Canada continued to increase. Shelters in the Greater Toronto Horseshoe Area ("GTHA") were often over capacity. IRCC-funded Windsor hotels once again began to receive asylum claimants in September 2023, as asylum claimants were moved out of the GTHA shelters to relieve pressures from overcrowding. Inland claimants remain steady and, according to IRCC, will be for the foreseeable future.

With ongoing advocacy and innovative planning, the City of Windsor has secured pathways for asylum claimants staying in Windsor emergency and refugee shelters into the IRCC-funded hotels. Over 140 individuals, including over 30 households with children have been diverted out of the local emergency shelter system. This arrangement has relieved Windsor's emergency shelter system, which is currently nearing full capacity and provided those asylum claimants with a better network of support at the hotels.

In September 2023, the province of Ontario invested an additional $874,100 through the Canada Ontario Housing Benefit (COHB) program to support the City of Windsor in providing urgent assistance for asylum claimants and other at-risk populations. With the joint assistance of Ontario Works, community partners and the COHB administration team twenty-five newcomer households successfully submitted a COHB application to the Ministry of Financing (MOF) and were deemed eligible will be funded from our 2023-24 COHB funding allocation.

The City applied for one-time funding from the Ministry of Children, Community and Social Services (MCCSS), through the Ontario Works (OW) Program, to fund several positions to provide on-site services to asylum claimants at the hotels. One-time funding requests were approved in 2023 ($780,260) and 2024 ($415,174).Year-over-year, the number of asylum claimants in receipt of Ontario works has increased 339.9%

from 2022 to 2023. The on-site OW model established by the City of Windsor's Employment & Social Services Asylum Claimant Team was awarded the 2023 Local Champion Aware by the Ontario Municipal Social Service Association (OMSSA) for their innovative approach to advancing excellence in human services integration and service system management.

In July 2023, the federal government announced $212 million of additional funding through the Interim Housing Assistance Program (IHAP) for the 2023-2024 fiscal year. On January 31, 2024, an additional $362.4 million in funding for IHAP as part of the 2023-2024 fiscal year was announced. The City of Windsor submitted an IHAP funding application to recover costs incurred in 2023 ($106,000) and in mid-March, IRCC approved the City of Windsor's IHAP funding application in full. Administration is seeking approval herein to enter into agreements, or take any other actions necessary, that may be required should the City be awarded such funding.

As of April 9, 839 asylum claimants are currently residing in two Windsor hotels, which the Federal government fully funds. The two hotels will continue to be operational throughout most of 2024, and Administration continues to work with the Federal government and all community partners to help find appropriate housing and services for these individuals and families.

Risk Analysis:

As there continues to be a high number of asylum claimants entering Canada, there is an impact on local services required to support this population. Without increased funding from the federal and/or provincial government to either provide more financial supports directly to asylum claimants and/or to municipalities most likely to receive asylum claimants, there is a risk that municipalities will incur higher costs for services such as emergency shelters, housing supports, social assistance, and settlement services, to name a few. To mitigate this risk, Administration is actively participating in discussions with other municipalities, particularly those in the GTHA, to inform plans such as the Peel reception centre model and efforts to advocate for more funding from upper levels of government.

With the high number of asylum claimants remaining in the IRCC funded hotels, should the Federal Government decide to not renew the short-term leases at the Windsor hotels, the local emergency shelter system would not be able to handle the influx of clients. For those asylum claimants that remain in Windsor, the City of Windsor would need to find alternative emergency shelter options, such as local motels and hotels, or other facilities that could be established as congregate living temporary emergency shelters. This would lead to a significant increase in costs, similar to those incurred when the City of Windsor previously established temporary COVID Isolation and Recovery Centres for people experiencing homelessness and agricultural workers. Administration is trying to mitigate this risk by staying connected with IRCC to understand their future plans in Windsor, and plan accordingly.

Another risk is that the IHAP funding for 2024-2025 has not been announced, so it is not a guarantee that Windsor would be eligible to recover eligible expenses incurred after April 2024. Administration is mitigating this risk by staying informed on changes to the IHAP program, applying for all available funding, and advocating through organizations such as the Ontario Municipal Social Services Association (OMSSA) and the Canadian Alliance to End Homelessness (CAEH) to the federal and provincial levels of government for more funding to support this population.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

The City of Windsor's initial IHAP proposal 2023 was approved in March 2024 for $106,000 to reimburse the City for emergency shelter costs incurred in accommodating asylum seekers during 2023. The IHAP funding will be received sometime in 2024. To receive the funding, the Minister of Immigration, Refugees and Citizenship requires an acknowledgement letter confirming that the financial grant has been received towards the costs of managing temporary housing. Any future financial grants will be addressed in subsequent agreements, therefore Council approval to enter into future agreements is being recommended.

Consultations:

Tanya Antoniw, Executive Director of Employment & Social Services
Jennifer Tanner, Manager, Homelessness & Housing Support
Jolayne Susko, Coordinator of Housing Administration & Policy
Kelly Goz, Manager (A), Homelessness & Housing Support
Linda Higgins, Manager of Intergovernmental Funding
Kelly LaChappelle, Supervisor of EarlyON Child & Family Centres
Kate Tracey, Legal Counsel

Conclusion:

As global unrest continues to rise, Windsor and other cities across the Province are continuing to experience historic increases in the number of asylum claimants in need of support. A strong constellation of community partners from various sectors in Windsor have ensured asylum claimants are able to access eligible services and programs with

limited barriers. This network must be sustained over time with increased funding from senior levels of government. The City of Windsor will continue to work with its local partners, IRCC and others across the province to ensure Windsor is a welcoming place for all.

Planning Act Matters:

N/A

Approvals:

Name	Title
Linda Higgins	Manager, Intergovernmental Funding
Stephen Lynn	Manager, Social Policy & Planning
Janice Guthrie	Commissioner, Finance & City Treasurer
Andrew Daher	Commissioner, Human & Health Services
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

N/A

THE CITY OF WINDSOR ONTARIO, CANADA

Committee Matters: SCM 151/2024

Subject: Sandwich Town CIP Application, 3218 Baby Street; Owner: Buschante Development Group Corporation (Ward 2)

Moved by: Councillor Angelo Marignani
Seconded by: Councillor Fred Francis

Decision Number: **DHSC 616**

I. THAT the Chief Building Official **BE AUTHORIZED** to issue a Demolition Permit to the registered owner Buschante Development Group Corporation to demolish a Single-Family Detached Dwelling located at 3218 Baby Street (see Appendix 'A'), to construct a Multiple Dwelling with (3) units (See Appendix 'B'); and,

II. THAT any minor changes **BE SUBJECT** to the approval of the City Planner and Chief Building Official at the time of issuance of the Building Permit; and,

III. THAT the Chief Building Official **BE DIRECTED** to require, as a condition of the demolition permit:

i. The redevelopment identified in Appendix 'B' and Site Plan be substantially complete within two (2) years following the issuance of the demolition permit;

ii. If the redevelopment, including construction of a new building, is not substantially complete within two (2) years of the commencement of the demolition the Clerk will enter the sum of Twenty Thousand Dollars ($20,000) on the collectors roll of the property and prepare a certificate for registration; and,

IV. THAT the City Solicitor **BE DIRECTED** to register the certificate in the land registry office against the property; and,

V. THAT the request for incentives under the Sandwich Incentive Program made by the registered owner Buschante Development Group Corporation of the property located at 3218 Baby Street, **BE APPROVED** for the following programs:

i. *Development and Building Fees Grant* for 100% of the Development and Building Fees identified in the Sandwich CIP to a Maximum amount of $30,000**;**

ii. *Revitalization Grant Program* for 70% of the municipal portion of the tax increment for up to 10 years (estimated at $5,215 per year); and,

VI. THAT the CAO and City Clerk **BE AUTHORIZED** to sign the Sandwich Incentive Program Agreement for the *Revitalization Grant* in accordance with all applicable policies, requirements, and provisions contained within the Olde Sandwich Towne Community Improvement Plan to the satisfaction of the City Planner as to content, the City Solicitor as to legal form, and the CFO/City Treasurer as to financial implication; and,

VII. THAT funds to a maximum amount of $30,000 under the *Development Building Fees Grant Program* **BE TRANSFERRED** from the CIP Reserve Fund 226 to the *Sandwich Community Development Plan Fund* (Project 7076176) once the work is completed; and,

VIII. THAT grants **BE PAID** to Buschante Development Group Corporation upon completion of the Multiple Dwelling with (3) units from the *Sandwich Community Development Plan Fund* to the satisfaction of the City Planner and Chief Building Official; and,

IX. THAT grants approved **SHALL LAPSE** if the applicant has not completed the work and fulfilled the conditions within 2 years of the approval date. Extensions may be at the discretion of the City Planner.

Carried.

Report Number: S 54/2024
Clerk's File: SPL2024

Clerk's Note:

1. The recommendation of the Development & Heritage Standing Committee and Administration are the same.

2. Please refer to Item 11.4 from the Development & Heritage Standing Committee held on May 6, 2024.

3. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20240506/-1/10482

Subject: Sandwich Town CIP Application, 3218 Baby Street; Owner: Buschante Development Group Corporation (Ward 2)

Reference:

Date to Council: May 6, 2024
Author: Kevin Alexander, MCIP RPP
Senior Planner - Special Projects
(519) 255-6543 x. 6732
kalexander@citywindsor.ca

Ananya Patel
Planning Assistant
(519) 255-6543 x. 6438
anpatel@citywindsor.ca
Planning & Building Services
Report Date: April 12, 2024
Clerk's File #: SPL2024

To: Mayor and Members of City Council

Recommendation:

I. **THAT** the Chief Building Official **BE AUTHORIZED** to issue a Demolition Permit to the registered owner Buschante Development Group Corporation to demolish a Single-Family Detached Dwelling located at 3218 Baby Street (see Appendix 'A'), to construct a Multiple Dwelling with (3) units (See Appendix 'B').

II. **THAT** any minor changes **BE SUBJECT** to the approval of the City Planner and Chief Building Official at the time of issuance of the Building Permit.

III. **THAT** the Chief Building Official **BE DIRECTED** to require, as a condition of the demolition permit:

i. The redevelopment identified in Appendix 'B' and Site Plan be substantially complete within two (2) years following the issuance of the demolition permit;

ii. If the redevelopment, including construction of a new building, is not substantially complete within two (2) years of the commencement of the demolition the Clerk will enter the sum of Twenty Thousand Dollars ($20,000) on the collectors roll of the property and prepare a certificate for registration;

IV. **THAT** the City Solicitor **BE DIRECTED** to register the certificate in the land registry office against the property.

V. **THAT** the request for incentives under the Sandwich Incentive Program made by the registered owner Buschante Development Group Corporation of the property located at 3218 Baby Street, **BE APPROVED** for the following programs:

i. *Development and Building Fees Grant* for 100% of the Development and Building Fees identified in the Sandwich CIP to a Maximum amount of $30,000**;**

ii. *Revitalization Grant Program* for 70% of the municipal portion of the tax increment for up to 10 years (estimated at $5,215 per year);

VI. **THAT** the CAO and City Clerk **BE AUTHORIZED** to sign the Sandwich Incentive Program Agreement for the *Revitalization Grant* in accordance with all applicable policies, requirements, and provisions contained within the Olde Sandwich Towne Community Improvement Plan to the satisfaction of the City Planner as to content, the City Solicitor as to legal form, and the CFO/City Treasurer as to financial implication.

VII. **THAT** funds to a maximum amount of $30,000 under the *Development Building Fees Grant Program* **BE TRANSFERRED** from the CIP Reserve Fund 226 to the *Sandwich Community Development Plan Fund* (Project 7076176) once the work is completed.

VIII. **THAT** grants **BE PAID** to Buschante Development Group Corporation upon completion of the Multiple Dwelling with (3) units from the *Sandwich Community Development Plan Fund* to the satisfaction of the City Planner and Chief Building Official.

IX. **THAT** grants approved **SHALL LAPSE** if the applicant has not completed the work and fulfilled the conditions within 2 years of the approval date. Extensions may be at the discretion of the City Planner.

Executive Summary:

N/A

Background:

On January 26, 2009, City Council passed by-laws to establish the Sandwich Heritage Conservation District Plan (By-law 22-2009), Olde Sandwich Towne Community Improvement Plan (By-law 27-2009), and Supplemental Development and Urban Design Guidelines (By-law 28-2009). These By-laws came into effect on October 18, 2012. One of the key recommendations of the Olde Sandwich Towne Community Improvement Plan (Sandwich CIP) is the implementation of the Incentive Program(s).

On June 17, 2013, through M265-2013 Council activated the following Incentive Programs from the Sandwich Incentive Program:

a) Commercial/Mixed Use Building Facade Grant Program

b) Revitalization Grant Program

c) Commercial Core Feasibility Grant Program

d) Development Charge Grant Program

e) Development and Building fees Grant Program

f) Neighbourhood Residential Rehabilitation Grant Program.

On June 17, 2013, Council also received the Development Review Process for development applications within the Sandwich Heritage Conservation District (HCD) area, and within the Sandwich Community Improvement Plan (CIP) Area (outside of the Sandwich HCD Area) (M264-2013).

Discussion:

On January 31, 2024, the owner (Matthew Buschman) of Buschante Development Group Corporation submitted a Sandwich CIP grant application with Site Plan and Elevation Drawings for the purpose of demolishing the existing single-family dwelling and constructing a two (2) storey dwelling with 3 units located at 3218 Baby Street (See Appendix 'A' for location map).

The property is located within the Sandwich Town Demolition Control By-law (20-2007) area and the Olde Sandwich Towne Community Improvement Plan (Sandwich CIP) area (outside of the Sandwich Heritage Conservation District). For the purpose of financial incentives, located within Target Area 3.

One of the general requirements of Section 10.3 q) of the Sandwich CIP requires that approval of any application for the financial incentive program is based on the compatibility of the proposed use with the vision and goals of the CIP, the Sandwich Community Planning Study (CPS), and the Olde Sandwich Towne Supplemental Development and Urban Design Guidelines (Sandwich Urban Design Guidelines) and any other guidelines applicable to the CIP area. The following identifies how this particular development addresses section 10.3 (q) of the CIP.

Sandwich Vision and Design Guidelines

The Sandwich CIP and CPS

The construction of the proposed building located at 3218 Baby Street is consistent with the Vision and Goals for Sandwich Town.

Sandwich CIP Urban Design Guidelines

The proposed development is in keeping with the Sandwich Urban Design Guidelines, in terms of siting and scale, use of materials, proportion, height and built form, profile

and selection of materials. The application may require minor changes once the Building Permit Application is reviewed by the Building Department.

Exemption to Demolition Control By-law 20-2007

The existing one (1) dwelling located at 3218 Baby Street is currently used as a Single-Family residential dwelling. The owner intends to demolish the dwelling and redevelop the site.

Section 3 of the Demolition Control By-law states that *"...no person shall demolish the whole or any part of any residential property in the area of demolition control unless the person is the holder of a demolition permit issued by the council..."* The decision to issue (or not issue) a demolition permit is at City Council's sole discretion.

Section 5 of the Demolition Control By-law states that *"Council shall, on an application for a demolition permit, issue a demolition permit where a building permit has been issued to erect a new building on the site of the residential property to be demolished"* Section 6 states that a demolition permit may be issued on the following conditions:

(a) That the applicant for the demolition permit construct and substantially complete the new building to be erected on the site of the residential property to be demolished by not later than such date as may be determined by Council, provided, however, that such date is not less than two years from the day demolition of the existing residential property is commenced;

(b) that, on failure to complete the new building within the time specified in the permit issued under Section 5, the Clerk shall be entitled to enter on the collectors roll, to be collected in like manner as municipal taxes, such sum of money as may be determined by Council but not in any case to exceed the sum of twenty Thousand Dollars ($20,000.00) for each dwelling unit contained in the residential property in respect of which the demolition permit is issued, and such sum shall, until payment thereof, be a lien or charge upon the land in respect of which the permit to demolish the residential property is issued.

The applicant has indicated in their application that they intend to demolish the existing one (1) unit dwelling and construct a new three (3) units which meets the intent of the Sandwich CIP Urban Design Guidelines. Section 6(b) of the Demolition Control By-law entitles the Clerk to enter on the collectors roll a maximum of $20,000 per residential unit (to be collected in like manner as municipal taxes) if the applicant fails to construct the new dwelling units within two (2) years of the commencement of the demolition.

Given that the applicant proposes to demolish the existing one (1) unit dwelling, Recommendation III (ii). of this Report specifies the maximum amount of $20,000 will be entered on the tax roll if the applicant fails to construct the new dwelling units within two (2) years of the commencement of the demolition.

The plan to demolish the existing one (1) unit dwelling and to replace it by constructing a Multiple Dwelling with (3) units is consistent with the recommendations of the Sandwich CIP regarding continuing to process Demolition Control By-law exemption requests. This plan is also in keeping with Section 1.27.12, Vol. II of the City's Official Plan regarding Demolition within the Olde Sandwich Towne Community Improvement Plan (CIP) area. The applicant will be required to submit the following prior to obtaining a Building Permit to demolish:

(a) a plan for redevelopment in conformity with the Official Plan and Zoning By-law requirements (all plans will be reviewed to ensure compliance the Official Plan and Zoning By-law),

(b) appropriate securities to ensure the redevelopment occurs within a specified time period and to fulfill the conditions of the Site Plan Control Agreement

Demolishing the existing one (1) unit dwelling to construct a larger three (3) unit dwelling with improved living spaces for residents is consistent with the intent of the Demolition Control By-law.

Sandwich Incentive Program

The proposal is located within Target Area 3 of the Sandwich CIP Area and eligible for the following Incentive programs. The eligible costs for each incentive program are based on the costs estimates provided by the applicant, as the project is implemented these costs could fluctuate slightly which could have a minor impact on the eligible costs for each incentive program. The application is consistent with the general program requirements identified in Section 10.3 of the CIP, and with the following program specific requirements:

Development and Building fees Grant Program

The purpose of the program is to provide an additional incentive to augment the other incentive programs and to facilitate and spur adaptive re-use, redevelopment, and new construction. The program provides a grant equal to 100% of the fees paid for the eligible types of development applications and building permits. The Building Permit drawings have not been submitted and fees will need to be determined in the future. Recommendation V. i. of the report will include a maximum amount of $30,000 to ensure that all fees are captured. Based on the information we have at the time of this report the following fees are required:

- Building Permit Fee—to be determined
- Demolition Permit Fee—to be determined
- Public Works Permit Fees—to be determined
- Parkland Dedication Fee—to be determined

TOTAL: To Be Determined up to a maximum of $30,000

Revitalization Grant Program

The purpose of this program is to use the tax increase that can result when a property is rehabilitated, redeveloped, or developed to provide assistance in securing the project financing and offset some of the costs associated with the rehabilitation. The program will provide an annual grant equal to 70% of the increase in municipal property taxes for 10 years after project completion as long as the project results in an increase in assessment and therefore an increase in property taxes. Based on the project description and current value vs. estimated post-project assessment value of land, and buildings identified in the Grant Application, the property assessment is expected to increase.

The confirmed current value assessment of the subject property located at 3218 Baby Street is $113,000. The owner currently pays annual total property taxes of $2,191.82 (based upon 2023 tax levies). The municipal portion, to which the grant would apply, is $2,018.93. The Applicant's Estimated Post-Project Value of Land and Buildings based on the cost of construction is $1,200,000. However, some of the proposed costs which will be incurred, although eligible for purposes of the application, may not result in a direct increase in assessment value. In other words, the grant is calculated and paid, not on the post-project value or projections made in this report, but on the actual post-development value assessment, as determined by MPAC after project completion. Administration has estimated the Post-Redevelopment Property Value Assessment based on the drawings and information provided to be $530,000. The grant will however be based upon the actual tax increment once the assessment has been determined by MPAC.

For illustrative purposes, the table below identifies the annual grant equal to 70% of the increase in City property taxes for 10 years after project completion, based on the Current Value Assessment and the (projected) Estimated Post Project Assessment Value. The taxes retained by the City over the duration of the grant program is equal to a 30% increase of the tax increment. After completion of the grant program (10 years), the City will collect the full value of municipal tax increase ($9,469.30 annually).

Estimated Revitalization Tax Increment Grant for 3218 Baby Street		
Annual Pre-Development Municipal Taxes	Annual Estimate Post Development Municipal Tax Increase	Annual Estimate Value of Grant **(70% of the municipal increase)**
$2,018.93	$7,450	$5,215

Assumptions

Current Property Value Assessment (2023 – Residential)	$113,000
Estimate Total Post Development Assessment (2023 – Residential)	$530,000

Risk Analysis:

The Building Department has not received or conducted a review of the building plans to confirm compliance with the Ontario Building Code and applicable law (e.g. zoning by-law). A review of the drawings will be conducted to ensure that the City's incentives are being used appropriately and the City is receiving good value for the public investment allocated through the Sandwich Incentive Program(s) "toolkit". As a requirement of Section 28 (7.3) of the Planning Act, Administration has confirmed that the total amount of all of the grants does not exceed the total cost of the project.

The *Development and Building Fees Grant Program* will not be disbursed until all work is completed and inspected by Administration as per the Site Plan and Elevation Drawings and Building Permit. The *Revitalization Grant Program* will not be dispersed until an agreement for the Sandwich Incentive Program have been registered on title between the owner and the City of Windsor and the property taxes for the applicable year paid.

There is little risk associated with approval of a tax increment-based grant such as the *Revitalization Grant Program* as the payments commence after the eligible work has been completed and the property reassessed by MPAC and will only continue if the development remains eligible in accordance with the Sandwich CIP. Should the development fail to meet its requirements under the CIP, grant payments would cease.

Climate Change Risks

Climate Change Mitigation:

The demolition of the existing dwelling affects climate change because the existing structure will not be re-used and may likely end up in a land fill. However, the rehabilitation of the site contributes to the revitalization of the Sandwich Town Neighbourhood limiting vehicular travel and promoting walking and other alternative modes of transportation, thereby contributing to a complete community. The construction of the new building will utilize modern building methods, which will conform to the Ontario Building Code concerning safety and energy efficiency.

Utilizing an existing site in a built-up area of the City also promotes efficiency on the existing infrastructure network by not promoting development on greenfield land.

Climate Change Adaptation:

As temperatures increase and when considering the Urban Heat Island effect for the City of Windsor, the property does not appear to be located within a Heat Vulnerability area. However, the rehabilitation of the existing site and construction of the new building will utilize modern building methods, which will conform to the Ontario Building Code concerning energy efficiency.

Financial Matters:

On February 22, 2021, Council approved the 2021 budget, which included a new reserve fund for all active CIPs in the City. As CIP grant applications are approved, the approved grant amount will be transferred to the capital project account to be kept as committed funds, until the grant is ready to be paid out. The current uncommitted

balance of the CIP reserve fund is $365,406.74 however this balance does not account for other CIP grant requests that are currently being considered by the Development & Heritage Standing Committee/City Council standing committee or have been endorsed by the standing committee and are not yet approved by City Council.

If approved, funds will be transferred from the CIP Reserve Fund 226 to the *Sandwich Community Development Plan Fund* (project 7076176) to disperse the maximum amount of $30,000 for the *Development and Building Fees Grant Program* identified in this report.

The *Revitalization Grant* will be based upon the municipal tax increase and will be calculated by the Finance Department in consultation with the Municipal Property Assessment Corporation (MPAC) once the project is completed.

Eligible Incentive Programs	**Grant**
Development and Building Fees Grant *Note: Development and Building Fees are paid upfront by the applicant and these fees are approximate and can change at the time of Building Permit*	**$30,000**
Revitalization Grant ** $5,215 per year between years 1 to 10*	$52,150
Total	**$82,150**

Except for the *Revitalization Grant*, the owner will be reimbursed through the project *Sandwich Community Development Plan Fund (project* 7076176). The *Revitalization Grant* is funded through the municipal portion of the annual tax levy.

Consultations:

The owner of the property located at 3218 Baby Street ha**s** been consulted regarding grants related to the improvements outlined in this report. Carolyn Nelson, Manager of Property Valuation & Administration and Jose Mejalli, Assessment Management Officer, Taxation & Financial Projects were consulted with respect to the Sandwich Town CIP *Revitalization Grant Program*. Josie Gualtieri, Financial Planning Administrator was also consulted regarding the *Building Facade Improvement* CIP grants, and related capital project/reserve fund balances.

Conclusion:

The demolition of the existing residential dwelling located at 3218 Baby Street will provide sufficient lot area to allow the owner of Buschante Development Group Corporation to construct a three (3) unit dwelling, thereby meeting the intent while also providing an opportunity to attract new residents to the neighbourhood and increasing

the housing stock of the area through the redevelopment of the property. The incentive program application meets all of the eligibility criteria as identified in the Discussion section of this report and is compatible with the Sandwich Urban Design Guidelines.

There are sufficient funds in the CIP Reserve Fund 226 to provide funds for the *Development & Building Fees* grant amount, which has been applied for by the applicant for this project with the *Revitalization Grant* portion funded through the municipal portion of the annual tax levy. Therefore, Administration recommends that the application request by the owner of 3218 Baby Street at for incentives under the Sandwich Incentive Program be approved.

Planning Act Matters:

N/A

Approvals:

Name	Title
Kevin Alexander	Senior Planner – Special Projects
Josie Gualtieri	Financial Planning Administrator
Jason Campigotto	Deputy City Planner – Growth (A)
John Revell	Chief Building Official
Thom Hunt	City Planner
Kate Tracey	Senior Legal Council
Lorie Gregg	Deputy Treasurer, Taxation, Treasury & Financial Projects
Janice Guthrie	Commissioner, Finance and City Treasurer
Jelena Payne	Commissioner, Economic Development
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email
Buschante Development Group Corporation		

Appendices:

1 Appendix 'A' – Location Map
2 Appendix 'B' – Proposed Development

Appendix ‘A’ – Location Map



LOCATION MAP: 3218 BABY STREET

SUBJECT

0 30 60 m

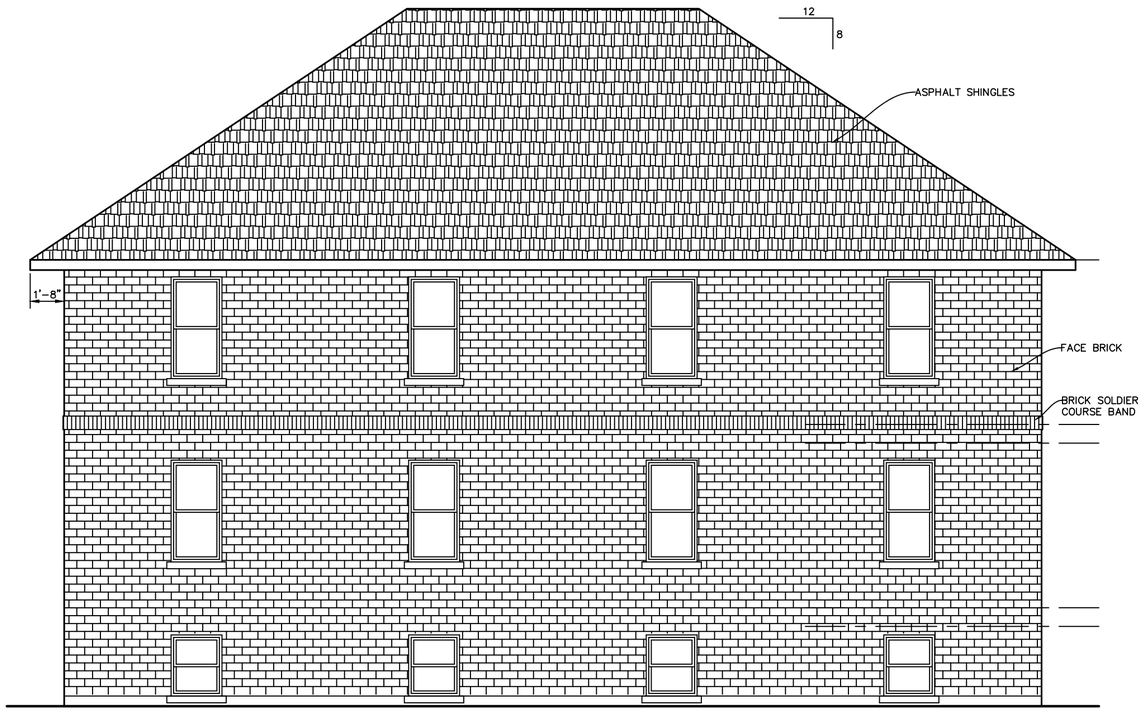
Appendix ‘A’ — Existing Condition *(Google Earth)*







FRONT ELEVATION



BACK ELEVATION

ROBERT UNIS BCIN # 21161

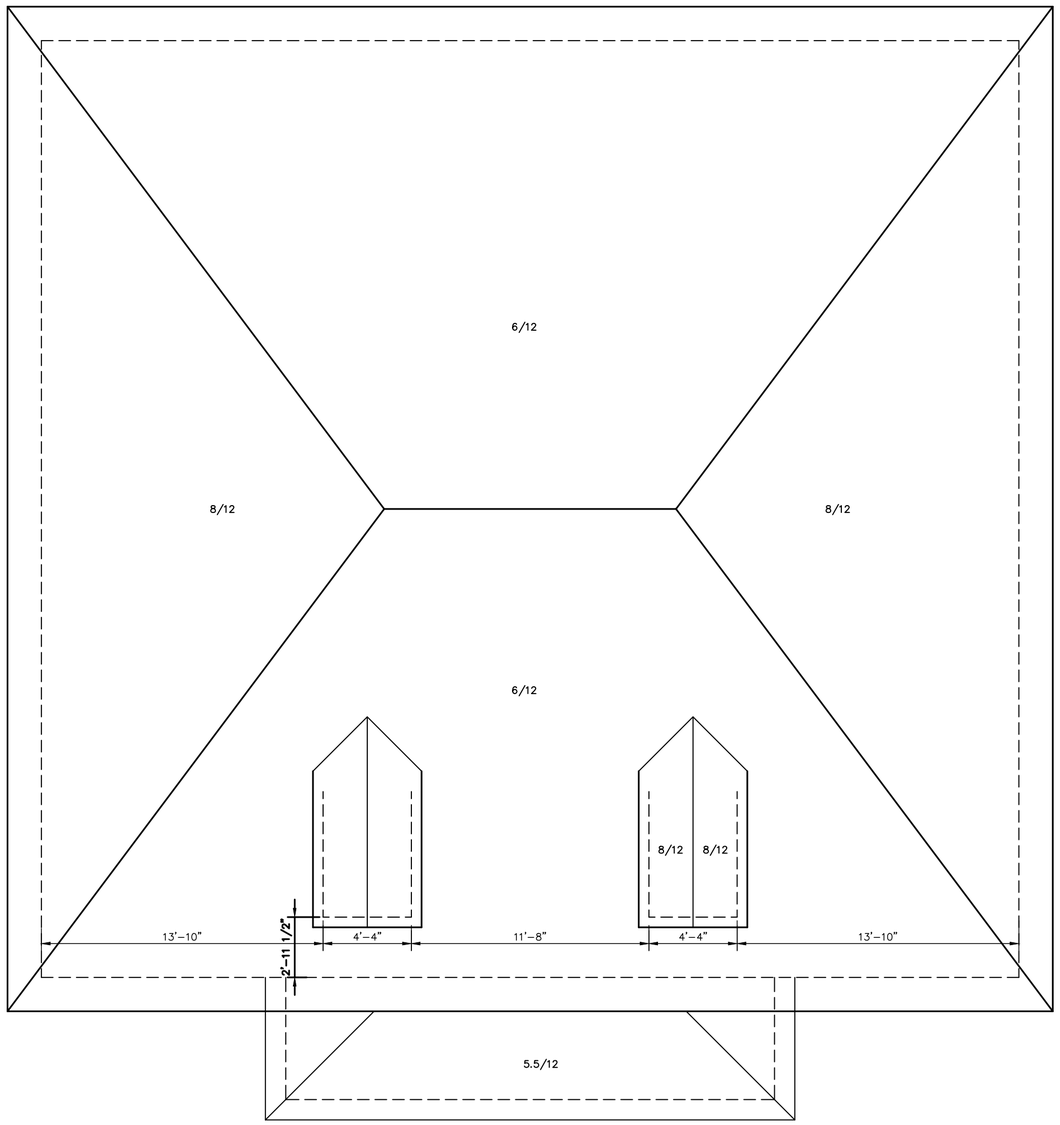
FEBRUARY 26, 2024

THREE UNIT APARTMENT BUILDING

3218 BABY STREET

FRONT & BACK ELEVATIONS

SCALE; 3/16" = 1'-0"



FEBRUARY 26, 2024

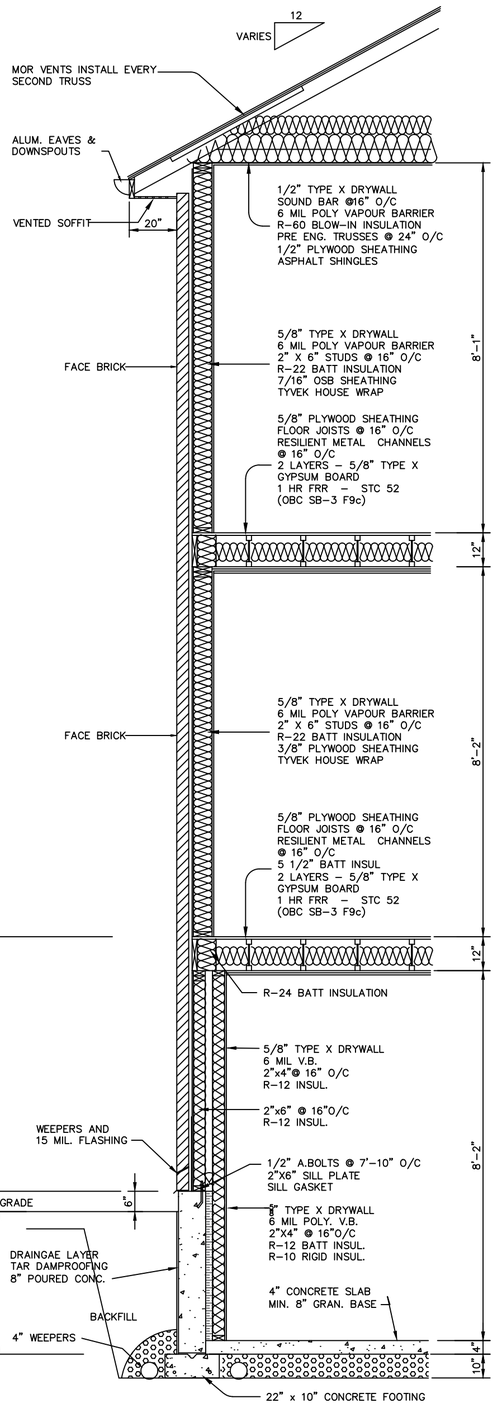
THREE UNIT APARTMENT BUILDING

3218 BABY STREET

ROOF PLAN

SCALE; 3/16" = 1'-0"

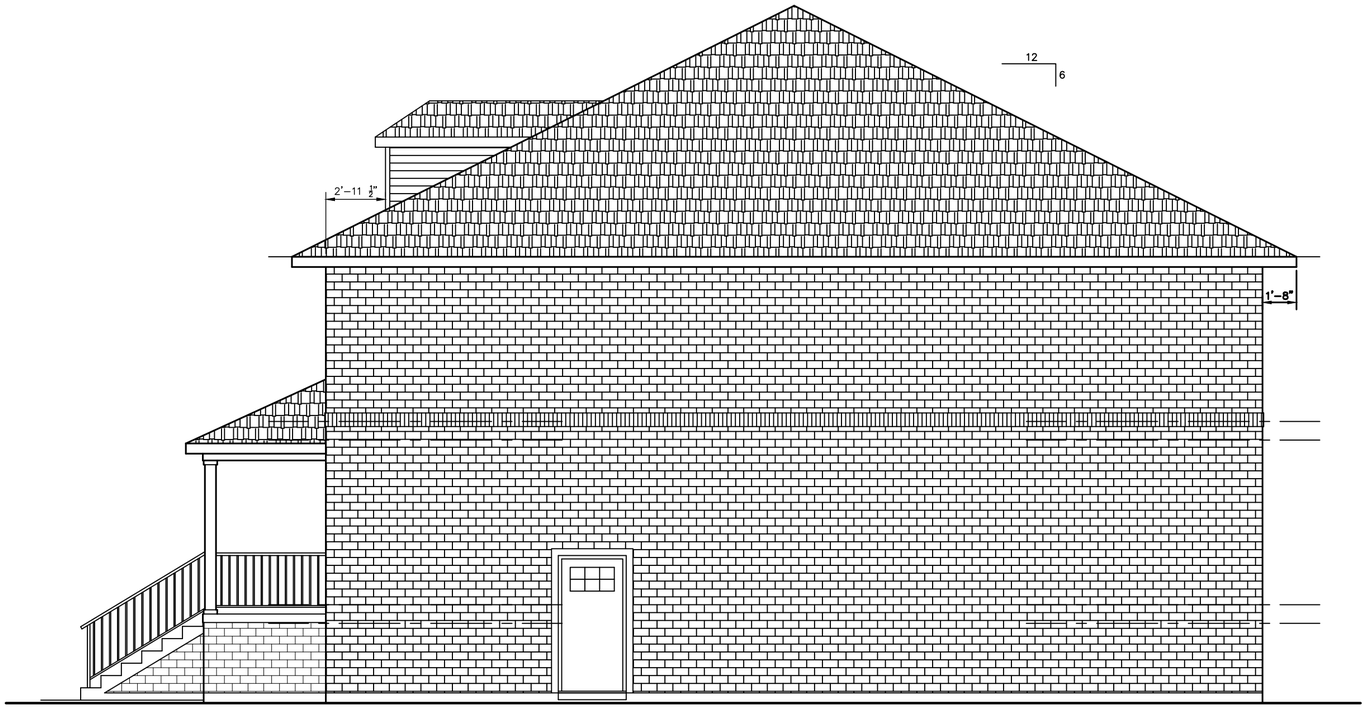
ROBERT UNIS
BCIN # 21161



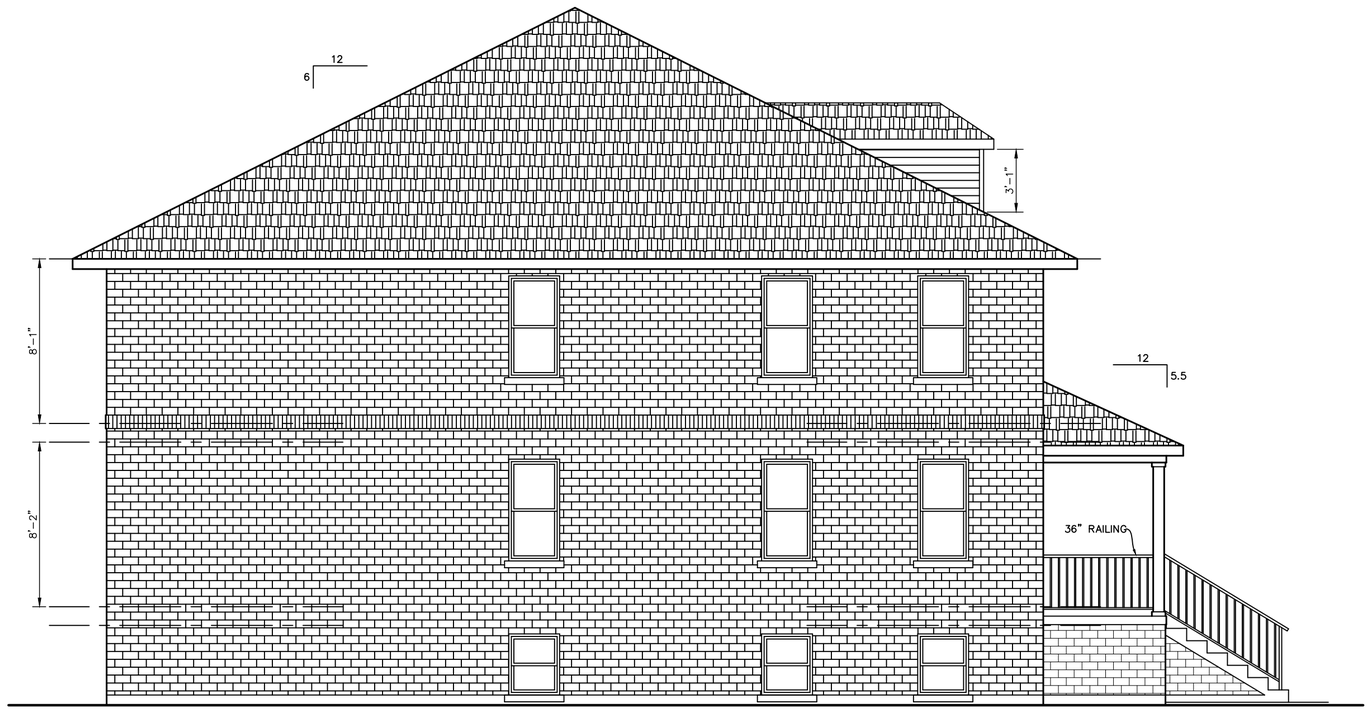
COMPLIANCE PACKAGE A-1

TYPICAL EXTERIOR WALL SECTION

SCALE: 3/8" = 1'-0"



RIGHT ELEVATION



LEFT ELEVATION

ROBERT UNIS
BCIN # 21161

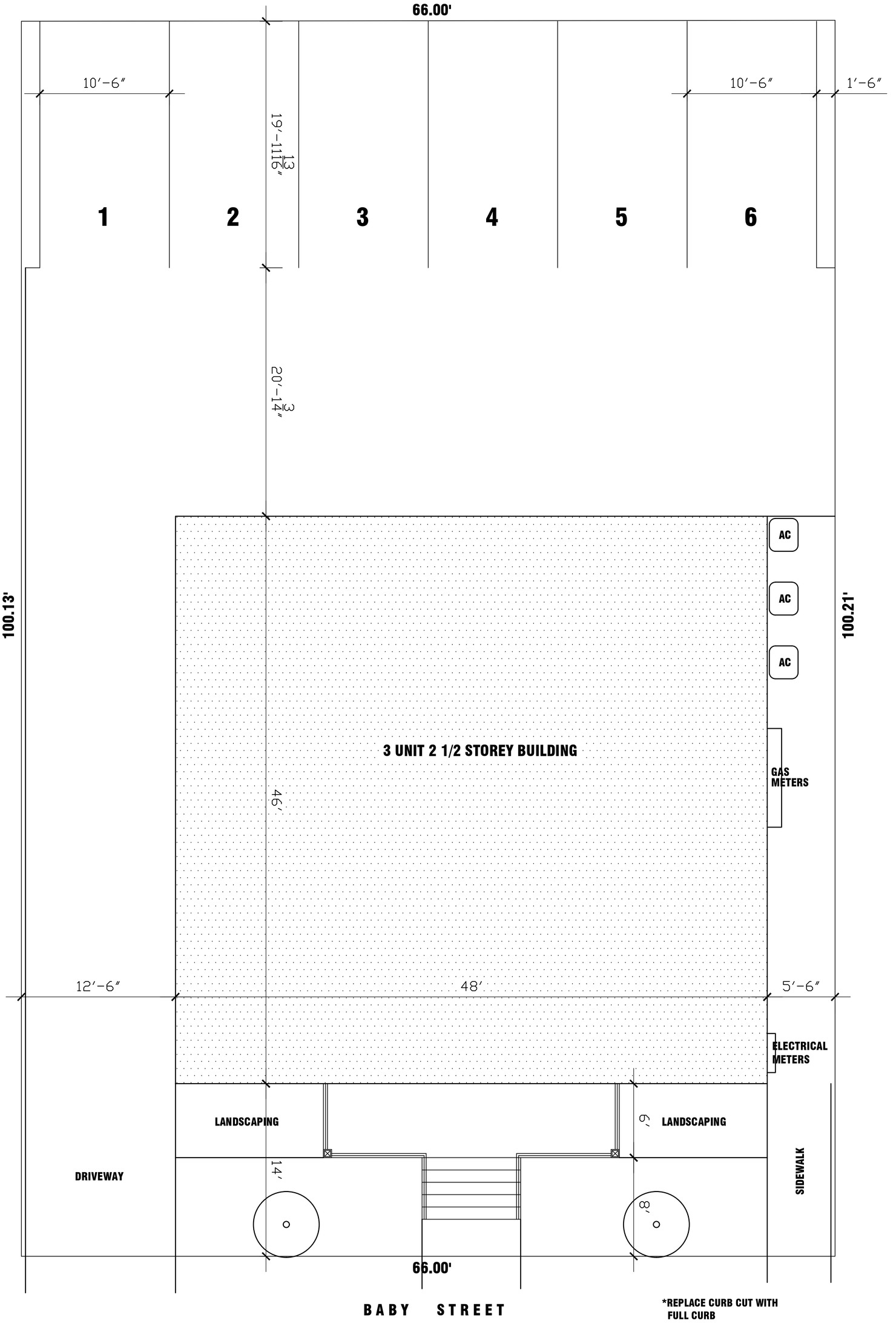
SECTION & SIDE ELEVATIONS

SCALE: 3/16" = 1'-0"

3218 BABY STREET

THREE UNIT APARTMENT BUILDING

FEBRUARY 26, 2024



ROBERT UNIS BCIN # 21161

SITE PLAN

FEBRUARY 26, 2024

SCALE: 3/16" = 1'-0"

3218 BABY STREET

THREE UNIT APARTMENT BUILDING

Committee Matters: SCM 150/2024

Subject: Brownfield Redevelopment Community Improvement Plan (CIP) application submitted by St. Rhodes Development & Leasing Corporation for 1247 Riverside Drive East (Ward 4)

Moved by: Councillor Angelo Marignani
Seconded by: Councillor Fred Francis

Decision Number: **DHSC 613**

I. THAT the request made by St. Rhodes Development & Leasing Corporation to participate in the Environmental Site Assessment Grant Program **BE APPROVED** for the completion of a proposed Phase II Environmental Site Assessment Study for the property located at 1247 Riverside Drive East pursuant to the City of Windsor Brownfield Redevelopment Community Improvement Plan; and,

II. THAT the City Treasurer **BE AUTHORIZED** to issue payment up to a maximum of $15,000 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; and,

III. THAT the grant funds in the amount of $15,000 under the Environmental Site Assessment Grant Program **BE TRANSFERRED** from the CIP Reserve Fund 226 to Brownfield Strategy Remediation (project 7069003) when the eligible work is completed to the satisfaction of the City Planner; and,

IV. THAT should the proposed Phase II Environmental Site Assessment Study not be completed within two (2) years of Council approval, the approval **BE RESCINDED** and the funds be uncommitted and made available for other applications.
Carried.

Report Number: S 52/2024
Clerk's File: SPL2024

Clerk's Note:

1. The recommendation of the Development & Heritage Standing Committee and Administration are the same.

2. Please refer to Item 11.1 from the Development & Heritage Standing Committee held on May 6, 2024.

3. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20240506/-1/10482

Subject: Brownfield Redevelopment Community Improvement Plan (CIP) application submitted by St. Rhodes Development & Leasing Corporation for 1247 Riverside Drive East (Ward 4)

Reference:

Date to Council: May 6, 2024
Author: Tracy Tang, MCIP, RPP
Acting Planner III – Economic Development
ttang@citywindsor.ca
519-255-6543 x 6449
Planning & Building Services
Report Date: April 11, 2024
Clerk's File #: SPL2024

To: Mayor and Members of City Council

Recommendation:

I. THAT the request made by St. Rhodes Development & Leasing Corporation to participate in the Environmental Site Assessment Grant Program **BE APPROVED** for the completion of a proposed Phase II Environmental Site Assessment Study for the property located at 1247 Riverside Drive East pursuant to the City of Windsor Brownfield Redevelopment Community Improvement Plan;

II. THAT the City Treasurer **BE AUTHORIZED** to issue payment up to a maximum of $15,000 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;

III. THAT the grant funds in the amount of $15,000 under the Environmental Site Assessment Grant Program **BE TRANSFERRED** from the CIP Reserve Fund 226 to Brownfield Strategy Remediation (project 7069003) when the eligible work is completed to the satisfaction of the City Planner;

IV. THAT should the proposed Phase II Environmental Site Assessment Study not be completed within two (2) years of Council approval, the approval **BE RESCINDED** and the funds be uncommitted and made available for other applications.

Executive Summary: N/A

Background:

Brownfield Redevelopment Community Improvement Plan (CIP)

Brownfield sites are properties that may be contaminated due to previous industrial or commercial uses such as a manufacturing facility or gas station. City Council approved a Brownfield Redevelopment CIP at its April 19, 2010 meeting for the purpose of encouraging the study, clean-up, and redevelopment of contaminated properties. The approval of the CIP was the result of nearly five years of study and consultation, which began in October 2005.

Importance of Brownfield Redevelopment

Historically, there has been little interest in redeveloping brownfield sites due to the uncertainty surrounding the extent of contamination and the potential cost of clean-up. The Brownfield Redevelopment CIP was adopted in 2010 and provides financial incentives to undertake the necessary studies and remedial work necessary to redevelop brownfield sites and reduce the potential negative impacts to the City's environment and neighbourhoods.

The benefits associated with brownfield redevelopment go far beyond the boundaries of the property. For example, they are often strategically located within existing built up areas of the City where services and other infrastructure, such as roads, schools, community facilities and public transit are already available, therefore additional infrastructure costs are not incurred to service these areas. The redevelopment of these sites also remove the negative stigma often associated with brownfield properties, which increases the value of the subject property and adjacent properties.

Site Background

The subject site consists of one property parcel located on the south-west intersection of Riverside Drive East and Hall Avenue. The property is 0.39 hectares (or 0.97 acres) in size and irregularly shaped. It is currently vacant with remnants of a driveway access off of Riverside Drive East and rear yard parking area. The site is designated “Residential” on Official Plan Schedule D: Land Use, and is zoned Residential District RD2.2 with special provision 20 (1) 310, which permits a multiple dwelling with five or more dwelling units. See Appendix ‘A’ for the location map.

Originally, the property was the site of two separate parcels addressed as 1247 Riverside Drive East and 1271 Riverside Drive East. Former 1247 Riverside Drive East was a small rectangular parcel located on the west side of the current property, and had a single detached dwelling used for residential purposes over the years until its demolition in 2014. Former 1271 Riverside Drive East was a larger parcel located on

the east side of the current property. It was known as the John Davis House, which was listed on the Windsor Municipal Heritage Register and originally the residence of John Davis who was Mayor of Windsor from 1897-1901. In 1923, the John Davis House became the Scottish Rite (Masons) Home. Since then, it had been used over the years as the Scrivens Hotel, the Bellevue Hotel, the Bellevue Tavern, and finally Danny's Tavern before being demolished in 2013. The property has remained vacant since. The Potentially Contaminating Activities (PCAs) identified on the subject site include fill material of unknown quality following demolition.

The principal owner of St. Rhodes Development & Leasing Corporation is Dino Maggio. St. Rhodes Development & Leasing Corporation intends to redevelop the property for residential use, thus a Record of Site Condition (RSC) is required under Ontario Regulation 153/04. In recent years, St. Rhodes Development & Leasing Corporation has submitted Planning Act applications to facilitate the redevelopment proposal, including a Zoning By-law Amendment application (Z-044/21, ZNG/6633 and associated By-law 19-2023 passed by City Council on March 20, 2023) and most recently a minor variance application (A-090/23 approved by Committee of Adjustment on January 25, 2024). Through the Zoning By-law Amendment application, the requirement for an RSC was noted. The owner has now submitted the grant application and will be incurring the eligible Phase II ESA costs and, should the application be approved, would receive the grant payment.

Discussion:

Environmental Site Assessment Grant Program

The ESA Grant Program offers a matching grant to property owners of brownfield sites to conduct environmental studies that provide information on the type and extent of contamination and potential remediation costs. The program offers 50% of the cost of an eligible study up to a maximum of $15,000. If two studies are required, an additional $10,000 is available for a maximum total grant value of $25,000.

The applicant proposes to redevelop 1247 Riverside Drive East for residential use, consisting of a 5-storey, 41-unit residential building with 58 parking spaces. They require a Phase II ESA study as part of their application for an RSC. The applicant has completed a Phase I ESA, which identifies areas of potential environmental concern, and recommends that a Phase II ESA study be completed to assess the existing soil and groundwater conditions at the site. Upon completion, the City would retain a copy of the final Phase II ESA study report.

CIP Goals

City staff is supportive of the application as it meets all of the eligibility requirements specified within the Brownfield Redevelopment CIP. The proposed study of the subject

site also supports the following CIP goals:

- To promote the remediation, rehabilitation, adaptive re-use and redevelopment of brownfield sites throughout the City of Windsor in a fiscally responsible and sustainable manner over the long term;
- Improve the physical and visual quality of brownfield sites;
- Improve environmental health and public safety;
- Provide opportunities for new housing, employment uses, and commercial uses;
- Increase tax assessment and property tax revenues;
- Promote Smart Growth, including the reduction of urban sprawl and its related costs;
- Increase community awareness of the economic, environmental and social benefits of brownfield redevelopment; and
- Utilize public sector investment to leverage significant private sector investment in brownfield remediation, rehabilitation, adaptive re-use, and redevelopment.

Policy Support

The study of brownfield sites to support clean up and redevelopment is supported by policies within the 2020 Provincial Policy Statement, the City's Official Plan, and the City's Environmental Master Plan.

Risk Analysis:

As with all brownfield sites, there is a degree of risk associated with the potential presence of contamination. In this case there is also a risk of the property remaining in a vacant state, which negatively affects the surrounding properties. The proposed Phase II ESA study will assist in mitigating the above noted risk by confirming the presence and extent of any contamination. It may also provide an estimated cost for remediation and establish next steps in the remediation process, if required.

Climate Change Risks

Climate Change Mitigation:

The proposed residential redevelopment implements Environmental Master Plan Objective C1: Encourage in-fill and higher density in existing built areas. In particular, the redevelopment would implement the action that supports the existing Brownfields Redevelopment Strategy and achieve its work plan.

Climate Change Adaptation:

The redevelopment of the existing vacant property may be affected by climate change, in particular with respect to extreme precipitation and an increase in days above 30 degrees. While not the subject of this report, any new construction would be required to meet the current provisions of the Building Code, which would be implemented through the building permit process.

Financial Matters:

The cost estimate (excluding HST) for completing the proposed Phase II ESA study is $72,700. 50% of the cost of the ESA study exceeds the $15,000 maximum for the first study, and only one study is identified to be required on the application. If approved, the maximum grant would total $15,000. Should the actual costs of the study be less than what has been estimated, the grant payments would be based on the lower amount.

If approved, the grant would be paid from the Brownfield Strategy Remediation Fund (Project #7069003). The funds would be transferred from CIP reserve fund 226 for payment when the eligible study is complete. The current uncommitted balance of the CIP reserve fund is $365,406.74 however this balance does not account for other CIP grant requests that are currently being considered by the standing committee or have been endorsed by the standing committee and are not yet approved by City Council.

Consultations:

The development and approval of the Brownfield Redevelopment CIP was subject to extensive stakeholder and public consultation, which sought input from a wide range of stakeholders and internal City departments.

Planning staff have consulted with the applicant's agent from Dillon Consulting prior to accepting the application for the Environmental Study Grant program. Greg Atkinson, Deputy City Planner – Development, Planning and Building Services Department; Josie Gualtieri, Financial Planning Administrator, Finance Department; and Kate Tracey, Senior Legal Counsel, Legal Department were consulted in the preparation of this report.

Conclusion:

City Staff recommend Council approve the request from St. Rhodes Development & Leasing Corporation to participate in the Environmental Site Assessment Grant Program. In the opinion of planning staff, the proposed study conforms to the Brownfield Redevelopment CIP and assists the City in the achievement of a number of the CIP goals.

Planning Act Matters: N/A

Approvals:

Name	Title
Josie Gualtieri	Financial Planning Administrator
Jason Campigotto	Acting Deputy City Planner - Growth
Neil Robertson	Acting City Planner / Executive Director, Planning & Development Services
Kate Tracey	Senior Legal Counsel, Legal Services & Real Estate
Janice Guthrie	Commissioner, Finance and City Treasurer
Jelena Payne	Commissioner, Economic Development
Joe Mancina	Chief Administration Officer

Notifications:

Name	Address	Email
St. Rhodes Development & Leasing Corporation		
Matthew Antaya		

Appendices:

1 Appendix A - Location Map



LOCATION MAP : 1247 RIVERSIDE DRIVE EAST

SUBJECT PROPERTY

0 10 20 40 Meters

Committee Matters: SCM 149/2024

Subject: Additional Information Memo to Closure of north/south alley located between Vimy Avenue and Ypres Avenue, Ward 5

Moved by: Councillor Mark McKenzie
Seconded by: Councillor Angelo Marignani

Decision Number: **DHSC 615**

I. THAT the 4.27-metre-wide north/south alley located between Vimy Avenue and Ypres Avenue, and shown on Drawing No. CC-1838 (*attached* hereto as Appendix "A"), and hereinafter referred to as the "subject alley", **BE ASSUMED** for subsequent closure; and, THAT the subject alley **BE CLOSED AND CONVEYED** to the abutting property owners and as necessary, in a manner deemed appropriate by the City Planner, subject to the following:

a. 3.0-metre-wide easement, measured 1.50 metres from either side of the following utility infrastructure, subject to there being accepted in the City's standard form and in accordance with the City's standard practice, be granted to:

i. Bell Canada to accommodate existing aerial facilities;

ii. ENWIN Utilities Ltd. to accommodate existing overhead 16kV and 120/240-volt distribution, poles and down guy wires; and,

iii. MNSi to accommodate existing plant on the pole line.

b. Ontario Land Surveyor be directed to use existing encroachments, when present, for determining the boundaries of the lands to be conveyed to each abutting property owner; and,

III. THAT Conveyance Cost **BE SET** as follows:

a. For alley conveyed to abutting lands zoned CD1.7, $15.00 per square foot without easements plus HST (if applicable) and proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor, and $7.50 per square foot with easements plus HST (if applicable) and proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor.

b. For alley conveyed to abutting lands zoned RD1.2, $1.00 plus HST (if applicable), deed preparation fee and proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor; and,

IV. THAT The City Planner **BE REQUESTED** to supply the appropriate legal description, in accordance with Drawing No. CC-1838, *attached* hereto as Appendix "A"; and,

V. THAT The City Solicitor **BE REQUESTED** to prepare the necessary by-law(s); and,

VI. 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; and,

VII. THAT the matter **BE COMPLETED** electronically pursuant to By-law Number 366-2003.

Carried.

Report Number: AI 7/2024 & S 4/2024
Clerk's File: SAA2024

Clerk's Note:

1. The recommendation of the Development & Heritage Standing Committee and Administration are the same.

2. Please refer to Item 11.3 from the Development & Heritage Standing Committee held on May 6, 2024.

3. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20240506/-1/10482

Subject: Additional Information Memo to S 4/2024, Ward 5

Reference:

Date to Council: May 6, 2024
Author: Brian Nagata, MCIP, RPP
Planner II - Development Review
(519) 255-6543 ext. 6181

Planning & Building Services
Report Date: April 12, 2024
Clerk's File #: SAA2024

To: Mayor and Members of City Council

Additional Information:

On February 5, 2024, the Development & Heritage Standing Committee (DHSC) moved the following motion deferring the recommended alley closure to a future meeting to allow Administration to consult with those abutting property owners who raised concerns.

"THAT the report of the Planner II - Development Review dated January 11, 2024 entitled "Closure of north/south alley located between Vimy Avenue and Ypres Avenue, Ward 5, SAA-7093" ***BE DEFERRED*** *to a future Development & Heritage Standing Committee meeting to allow administration to communicate with the residents regarding their concerns."*

The owner of 2307 Cadillac Street, via a February 5, 2024, email to the Clerks Department, requested that the closure application be deferred due to an inability to attend the DHSC meeting because of receiving a late Notice of Public Meeting. The owner in this email also stated that they are opposed to the recommended closure as it will eliminate access to their rear yard parking spaces. (emails included as Appendix A)

The owners of 2311 Cadillac Street, via a February 5, 2024, email to the Clerks Department, also requested that the closure application be deferred due to receiving a late Notice of Public Meeting. The owners, via a second email to the Clerks Department that day, stated that they are opposed to the recommended closure for several reasons noted therein. The Planner, via a February 23, 2024, email, addressed the owner's reasons for opposition. (emails included as Appendix B)

The Planner and Manager of Right-of-Way (staff) met with the owners of 2311 Cadillac Street on March 1, 2024, via Microsoft Teams. Staff discussed the owner's reasons for opposition, explained why the entire alley is being recommended for closure, detailed the feasibility issues with keeping the section of the alley between Vimy Avenue and the

north limit of 2319 Cadillac Street open (refer to Table 1 below), and confirmed that alternatively a driveway may be established off Cadillac Street through obtaining the necessary permit(s) from the Public Works - Right-of-Way Department. The owners indicated that they intend to proceed with applying for a permit to establish a driveway off Cadillac Street.

Staff met with the owner of 2307 Cadillac Street on March 4, 2024, via Microsoft Teams. Staff explained why the entire alley is being recommended for closure, detailed the feasibility issues with keeping the aforesaid portion of the alley open, and confirmed that the existing driveway off Cadillac Street can be maintained on the condition that it complies with the City of Windsor Standard Engineering Drawings for a Residential Drive. The owner indicated that they intend to proceed with utilizing the existing driveway approach off Cadillac Street.

The Planning Department, via an April 17, 2024 email, advised the owner of 2307 Cadillac Street, the owners of 2311 Cadillac Street, and the applicant of the forthcoming DHSC meeting.

The Planning Department, via an April 17, 2024 phone call, advised the owner of 2303 Cadillac Street of the forthcoming DHSC meeting.

Table 1 - Feasibility Issues

Feasibility Issues with keeping the portion of the Alley between Vimy Avenue and the north limit of 2319 Cadillac Street Open
Alley must be paved and drained in accordance with Standard Engineering Drawing AS-201
Alley must be drained to the 300-millimetre concrete storm sewer running in the Cadillac Street right-of-way (approximately 70 metres of storm sewer will need to be installed)
Driveway approach to City standards must be constructed for the alley within the Vimy Avenue right-of-way
Driveway approach to 2307 Cadillac Street off Cadillac Street must be removed and the boulevard restored to City standards
Permit(s) from the Public Works - Right-of-Way Department must be obtained to undertake any of the aforesaid works

Approvals:

Name	Title
Greg Atkinson	Manager of Development/Deputy City Planner
Thom Hunt	City Planner / Executive Director, Planning & Development Services
Kate Tracey	Senior Legal Council, Legal Services & Real Estate Services

Name	Title
Jelena Payne	Commissioner, Economic Development
Joe Mancina	Chief Administration Officer

Appendices:

1 Appendix A - Email Correspondence with 2307 Cadillac Street
2 Appendix B - Email Correspondence with 2311 Cadillac Street

APPENDIX "A"
Email Correspondence with 2307 Cadillac Street

From: Nagata, Brian
Sent: Friday, February 23, 2024 3:11 PM
To: [redacted] <[redacted]>
Cc: Beckford, Shantal <sbeckford@citywindsor.ca>
Subject: RE: Closure of north/south alley located between Vimy Avenue and Ypres Avenue, Ward 5, SAA-7093

Good afternoon [redacted],

This email is in response to your February 5, 2024, email to the Clerks Department regarding your opposition to the subject alley closure application.

The Development & Heritage Standing Committee (DHSC) moved the following motion deferring the subject alley closure application to a future meeting.

THAT the report of the Planner II - Development Review dated January 11, 2024 entitled "Closure of north/south alley located between Vimy Avenue and Ypres Avenue, Ward 5, SAA-7093" BE DEFERRED to a future Development & Heritage Standing Committee meeting to allow for further discussion with affected residents regarding their concerns.

In response to the aforesaid motion, I would like to arrange a virtual meeting to discuss the reasons that you have noted for opposing the subject alley closure. I intend to invite a member of the Public Works Department as well to answer any questions pertaining to the operation and maintenance of the alley.

Please provide me with some dates and times when you are available if you are open to meeting.

Regards,

BRIAN NAGATA, MCIP, RPP, B.A.A., Dipl.URPl|PLANNER II – DEVELOPMENT REVIEW

THE CITY OF WINDSOR ONTARIO, CANADA

Planning & Building Services
350 City Hall Square West | Reception - 2nd Floor | Windsor, ON | N9A 6S1
(519) 255-6543 ext. 6181

From: [redacted] <[redacted]>
Sent: February 5, 2024 9:40 AM
To: clerks <clerks@citywindsor.ca>
Subject: RE: Closure of north/south alley located between Vimy Avenue and Ypres Avenue, Ward 5, SAA-7093

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Requesting a deferral of the subject closure due to the fact that we are unable to attend, working afternoons and received the notice last Friday Feb 2. We are opposed to he closure as it would eliminate, the parking that is needed for 2307 Cadillac

If you have any questions, please contact myself [redacted] at [redacted]

Thank you for your consideration and time and looking forward to hearing from you

[redacted]

APPENDIX "B"
Email Correspondence with 2311 Cadillac Street

From: Nagata, Brian
Sent: Friday, February 23, 2024 2:35 PM
To: [redacted] <[redacted]>; [redacted] <[redacted]>
Cc: Beckford, Shantal <sbeckford@citywindsor.ca>
Subject: Deferral of Alley Closure Application SAA-7093 (North/South Alley between Vimy Avenue & Ypres Avenue)

Good afternoon [redacted],

This email is in response to your February 5, 2024, email to the Clerks Department regarding your opposition to the subject alley closure application.

The Development & Heritage Standing Committee (DHSC) moved the following motion deferring the subject alley closure application to a future meeting.

THAT the report of the Planner II - Development Review dated January 11, 2024 entitled "Closure of north/south alley located between Vimy Avenue and Ypres Avenue, Ward 5, SAA-7093" BE DEFERRED to a future Development & Heritage Standing Committee meeting to allow for further discussion with affected residents regarding their concerns.

In response to the aforesaid motion, I would like to arrange a virtual meeting to discuss the reasons that you have noted for opposing the subject alley closure. I intend to invite a member of the Public Works Department as well to answer any questions pertaining to the operation and maintenance of the alley.

Please provide me with some dates and times when you are available if you are open to meeting. In preparation for the meeting, I have provided responses to your reasons for opposition in red below.

Regards,

BRIAN NAGATA, MCIP, RPP, B.A.A., Dipl.URPl|PLANNER II – DEVELOPMENT REVIEW

THE CITY OF WINDSOR ONTARIO, CANADA

Planning & Building Services
350 City Hall Square West | Reception - 2nd Floor | Windsor, ON | N9A 6S1
(519) 255-6543 ext. 6181

-----Original Message-----
From: [redacted] <[redacted]>
Sent: Monday, February 05, 2024 2:12 PM
To: clerks <clerks@citywindsor.ca>
Cc: clerks <clerks@citywindsor.ca>; planningdept <planningdept@citywindsor.ca>; [redacted]
<[redacted]>
Subject: Re: FILE REF. #SAA7093

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon,

We are the property owner of 2311 Cadillac street Windsor, ON. I oppose the closure of the north and south alley Chrysler centre and Cadillac, North of Ypres , south of Vimmy. Our reasons are as follows:

1. The entrance of this alley is the only way my tenants have access to the property from behind to park there vehicles, there is no other way for them to park.

The rear parking area (driveway) off of the alley was established **without** the required approvals from the City.

- Public Works Permit was **not** obtained to remove 2303 Cadillac Street's encroachments from the alley (asphalt driveway, concrete bumper curb, clothes line pole and grass)
    - Prior to these works being undertaken, 2311 Cadillac Street did not have access to Vimy Avenue from the alley
- Public Works Permit is r**equired** to pave and drain the alley to City standards from the south limit of 2311 Cadillac Street to Vimy Avenue. This includes the construction of a driveway approach to City standards from the alley to Vimy Avenue.
    - The Public Works Department is not in support of keeping any portion of this alley open. As such, an application for a permit to pave and drain the alley will **not** be accepted.

2. It would be unjust to expect my tenants to park on the road should this closure take place as it would cause potential obstruction for emergency vehicles on the road.

- The Public Works Department has confirmed that a Driveway Permit application can be submitted to establish a driveway off of Cadillac Street
- There is existing on-street parking on the 2300 block of Cadillac Street
    - The City would not approve on-street parking that could obstruct emergency vehicles

3. It would be unsafe for my tenants to park on the road as it would cause a concern for snow plows and vice versa.

- There is existing on-street parking on the 2300 block of Cadillac Street

4. We are brining up the issue of easement, as my tenants use this alleyway as an entrance to enter the property from behind and park their vehicles. This is the sole purpose in using this alley. Hence, it is for a specific purpose.

- There is no easement in place
- Prior to the illegal removal 2303 Cadillac Street's encroachments around 2020, 2311 Cadillac Street did not have access to Vimy Avenue from the alley since at least 1969 (1969 Aerial Photo)

My concerns are heavily for my tenants as this closure would cause disturbance to not only my tenants but also the neighbours. Based on my issues above, I am requesting this closure to be looked at again and focus primarily on the issues it would not only cause my my tenants but also to other civilians such as emergency response teams and city snow plows. I understand that there are rules and procedures in place however I should be given options of how my tenants can park there cars or enter the property from behind, should this closure take place.

- The Public Works Department has confirmed that a Driveway Permit application can be submitted to establish a driveway off of Cadillac Street
- Administration will **not** be amending its recommendation to leave any portion of the alley open
    - The alley meets the City's criteria for closure
- Council will ultimately decide whether the alley is closed, closed in part or remains open

Lastly, please advise if I can attend the meeting virtually via zoom or other platforms.

Thank you,

[redacted]

> On Feb 5, 2024, at 1:06 PM, [redacted] <[redacted]> wrote:
>
> To whom it may concern,
>
> I am emailing in regards to file #SAA7093. firstly, i would like to defer the meeting that was scheduled as i did not receive a timely notice. Secondly, I would like to oppose the closure of the alley way, as it raises a number of concerns pertaining to my property.
>
> Thank you
> [redacted]
>

Subject: Closure of north/south alley located between Vimy Avenue and Ypres Avenue, Ward 5, SAA-7093

Reference:

Date to Council: February 5, 2024
Author: Brian Nagata, MCIP, RPP
Planner II - Development Review
(519) 255-6543 ext. 6181

Planning & Building Services
Report Date: January 11, 2024
Clerk's File #: SAA2024

To: Mayor and Members of City Council

Recommendation:

I. THAT the 4.27-metre-wide north/south alley located between Vimy Avenue and Ypres Avenue, and shown on Drawing No. CC-1838 (*attached* hereto as Appendix "A"), and hereinafter referred to as the "subject alley", **BE ASSUMED** for subsequent closure**.**

II. THAT the subject alley **BE CLOSED AND CONVEYED** to the abutting property owners and as necessary, in a manner deemed appropriate by the City Planner, subject to the following:

a. 3.0-metre-wide easement, measured 1.50 metres from either side of the following utility infrastructure, subject to there being accepted in the City's standard form and in accordance with the City's standard practice, be granted to:

i. Bell Canada to accommodate existing aerial facilities;
ii. ENWIN Utilities Ltd. to accommodate existing overhead 16kV and 120/240-volt distribution, poles and down guy wires; and
iii. MNSi to accommodate existing plant on the pole line.

b. Ontario Land Surveyor be directed to use existing encroachments, when present, for determining the boundaries of the lands to be conveyed to each abutting property owner.

III. THAT Conveyance Cost **BE SET** as follows:

a. For alley conveyed to abutting lands zoned CD1.7, $15.00 per square foot without easements plus HST (if applicable) and proportionate share of the

survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor, and $7.50 per square foot with easements plus HST (if applicable) and proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor.

b. For alley conveyed to abutting lands zoned RD1.2, $1.00 plus HST (if applicable), deed preparation fee and proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor.

IV. THAT The City Planner **BE REQUESTED** to supply the appropriate legal description, in accordance with Drawing No. CC-1838, *attached* hereto as Appendix "A".

V. THAT The City Solicitor **BE REQUESTED** to prepare the necessary by-law(s).

VI. 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.

VII. THAT the matter **BE COMPLETED** electronically pursuant to By-law Number 366-2003

Executive Summary:

N/A

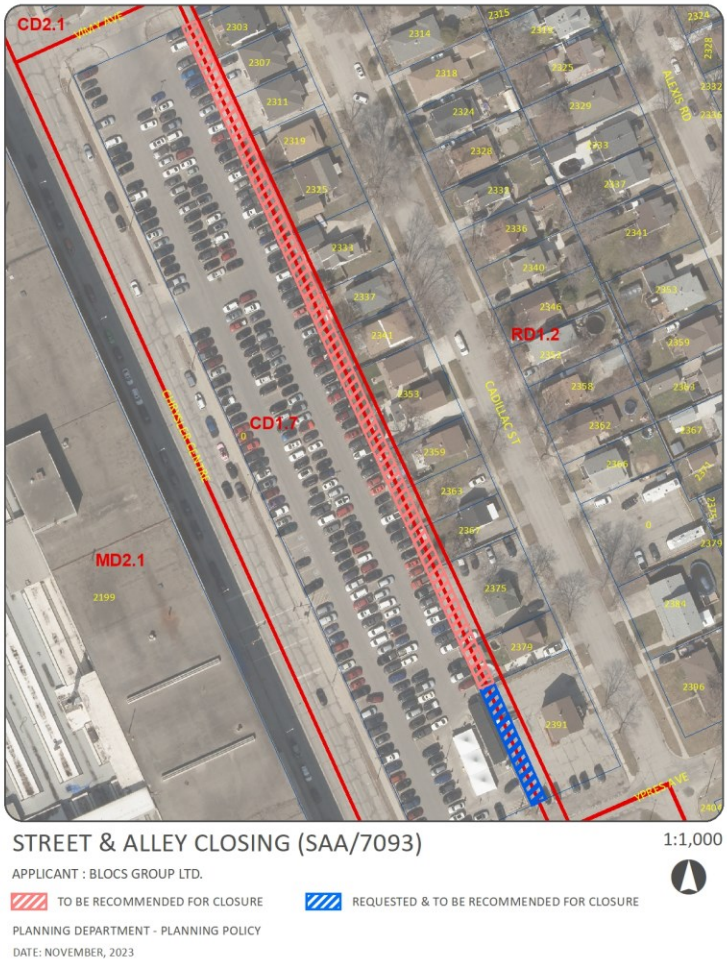


Figure 1 - Location Map

Background:

The applicant, Stipic Weisman LLP, representative of Gansil Inc., owner of the property known municipally as 2391 Cadillac Street (the subject property), applied to close the portion of the 4.27-metre-wide north/south alley located between Vimy Avenue and Ypres Avenue, abutting the subject property.

The applicant wishes to close the alley for the purpose of accommodating a proposed residential development on the subject property.

The Planning Department initially planned to recommend an extension of the closure to the north limit of 2319 Cadillac Street. The remaining section of the north/south alley abutting 2303 Cadillac Street, 2307 Cadillac Street and 2311 Cadillac Street was to be excluded, as it was believed at the time that the rear parking areas serving the latter two properties were established through previously issued building permits.

The Planning Department through the undertaking of a more detailed evaluation noted herein, found that the rear parking areas were in fact established **WITHOUT** the necessary approvals. This factor consequently resulted in the Planning Department changing their recommendation to include the entire 4.27-metre-wide north/south alley

located between Vimy Avenue and Ypres Avenue (the alley), and shown on Drawing No. CC-1838 *attached* hereto as Appendix "A", and also shown on the aerial photo *attached* hereto as Appendix "B".

The alley was established by Plan of Subdivision No. 1356, registered on April 8, 1929.

The alley is unmaintained and composed primarily of asphalt, concrete, grass and vegetation. The alley contains hydro poles with overhead wires supported by guy wires and anchors, and includes a curb cut off of Vimy Avenue. The alley has been encroached on over the years by abutting properties with an above-ground swimming pool, accessory buildings, asphalt parking area, fences and landscaped open space yard. There are no Encroachment Agreements on record for the use of the alley.

Discussion:

The decision to recommend closure of an alley is derived from the City's *Classification of Alleys and Suitability for Closure* guideline document (the document), *attached* hereto as Appendix "E". The document details four classifications of alleys based on their usefulness, and provides corresponding criteria for determining suitability for closure.

Classification of Public Right-of-Ways

The initial step is to determine if the alley is indispensable. This is achieved through the evaluation of the following criteria set forth in Section 1 of the document.

1. *Does the subject alley serve commercial properties*?

    a. The alley does not serve any commercial properties.

2. *Does the subject alley serve properties fronting on heavily traveled streets i.e. major arterial routes?*

    a. The alley does not serve any properties fronting on heavily travelled streets.

3. *Does the subject alley contain sewers, and must the alley remain accessible for servicing?*

    a. The alley does not contain any sewers.

4. *Does the subject alley serve as the only vehicular means of access to rear parking areas and garages where the property has insufficient lot width for a side drive?*

    a. The alley serves as the only vehicular means of access to a rear parking area at 2307 Cadillac Street and 2311 Cadillac Street.

        - The rear parking areas serve a Single Unit Dwelling located on each of the aforesaid properties.

- The Single Unit Dwellings were established through the issuance of the following Building Permits on August 5, 2020:

    - RW 2020-256932 - 2307 Cadillac Street
    - RW 2020-256930 - 2311 Cadillac Street

- The rear parking areas where established **WITHOUT** the following required approvals from the City:

    - Driveway Permit **IS REQUIRED** to restore the Cadillac Street boulevard adjacent to the aforesaid properties (removal of concrete driveway approach, reinstatement of the curb cut with a barrier curb and planting of sod)
    - Public Works Permit was **NOT** obtained to remove 2303 Cadillac Street's encroachments from the alley (asphalt driveway, concrete bumper curb, clothes line pole and grass)
    - Public Works Permit **IS REQUIRED** to pave and drain the alley to City standards from the south limit of 2311 Cadillac Street to Vimy Avenue. This includes the construction of a driveway approach to City standards from the alley to Vimy Avenue.

- The drawings approved with the Building Permits do **NOT** show any parking spaces. This is not unusual, however it does mean that the **OWNER IS RESPONSIBLE** for providing the required parking spaces and obtaining any necessary approvals from the City.
- In conclusion, the Planning Department is not recognizing the rear parking areas for the reasons noted above.

    - The owner of 2307 Cadillac Street will need to obtain a Driveway Permit to bring the existing driveway approach off of Cadillac Street into compliance with City standards.
    - The owner of 2311 Cadillac Street will need to obtain a Driveway Permit to establish a new driveway approach off of Cadillac Street.

5. *Does the subject alley contain Fire Department connections that are deemed to be necessary for firefighting access?*

    a. The alley does not contain any Fire Department connections.

6. *Does the subject alley lie within a Holding zone or other similar undeveloped areas where the right-of-way system is clearly obsolete and has never been developed, but where the City needs to keep its options open until new area plans are prepared and development is imminent?*

    a. The alley does not lie within a Holding zone or other similar undeveloped areas.

Based on the above, the Planning Department deems the alley “dispensable”, and supports the requested closure.

It is our recommendation that, upon closure, the abutting property owners be given the chance to acquire the alley in the manner described in the Recommendation section herein. Hence the recommendation is to close and convey the alley to the abutting property owners, which is the standard manner of conveyance.

Risk Analysis:

The recommended closure will divest the City of associated liability risks and maintenance costs. The recommended closure poses no known risk to City.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

The rate for an alley conveyed to abutting lands zoned CD1.7 is assessed at $15.00 per square foot without easements plus HST (if applicable) and proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor, and $7.50 per square foot with easements plus HST (if applicable) and proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor.

The rate for an alley conveyed to abutting lands zoned RD1.2 is assessed at $1.00 plus HST (if applicable), deed preparation fee and proportionate share of the survey costs as invoiced to the City by an Ontario Land Surveyor.

Consultations:

Consultations were held with Municipal Departments and Utility Companies, which resulted in the information found in *attached* hereto as Appendix “C”.

Notice of this application was issued to property owners abutting the alley by regular mail on July 28, 2023. The mapping included with this Notice captured the Planning Department’s initial recommendation, which excluded the portion of the alley abutting 2303 Cadillac Street, 2307 Cadillac Street and 2311 Cadillac Street from the proposed closure.

The owner of 2303 Cadillac Street, via August 11, 2023 phone conversation, advised that they would like the Planning Department to consider recommending closing the entire alley for the following reasons:

- Safety concerns (potential conflict between users of their rear yard and vehicular traffic coming and going from 2307 Cadillac Street and 2311 Cadillac Street).
- Prior to construction the real estate agent acting for 2307 Cadillac Street and 2311 Cadillac Street requested that 2303 Cadillac Street remove their encroachments from the alley.
    - The real estate agent noted that his clients require access to their property from the alley in order to construct their Single Unit Dwellings.
    - The real estate agent noted that his client would remove the encroachments and pass the costs onto them if they do not remove the encroachments.

An updated Notice of this application was issued to 2303 Cadillac Street, 2307 Cadillac Street and 2311 Cadillac Street by regular mail on December 1, 2023, advising that the portion of the alley abutting their property is now being recommended for closure.

Notice of Development & Heritage Standing Committee meeting and Council meeting are published in the Windsor Star prior to each of the meetings. In addition, notice of each of the public meetings will be mailed to the abutting/affected property owners prior to the meetings.

Conclusion:

The Planning Department recommends closure of the alley shown on attached Appendix "A", subject to easements in favour of Bell Canada, ENWIN Utilities Ltd., and MNSi as in Recommendation II.

The closed alley is to be conveyed to the abutting property owners as in Recommendation II of this report.

Planning Act Matters:

I concur with the above comments and opinion of the Registered Professional Planner.

Greg Atkinson, MCIP, RPP
Deputy City Planner - Development

Neil Robertson, MCIP, RPP
Acting City Planner

I am not a registered Planner and have reviewed as a Corporate Team Leader

JP *JM*

Approvals:

Name	Title
Greg Atkinson	Manager of Development/Deputy City Planner
Neil Robertson	Acting City Planner / Executive Director, Planning & Development Services
Kate Tracey	Senior Legal Council, Legal Services & Real Estate
Jelena Payne	Commissioner, Economic Development & Innovation
Joe Mancina	Chief Administration Officer

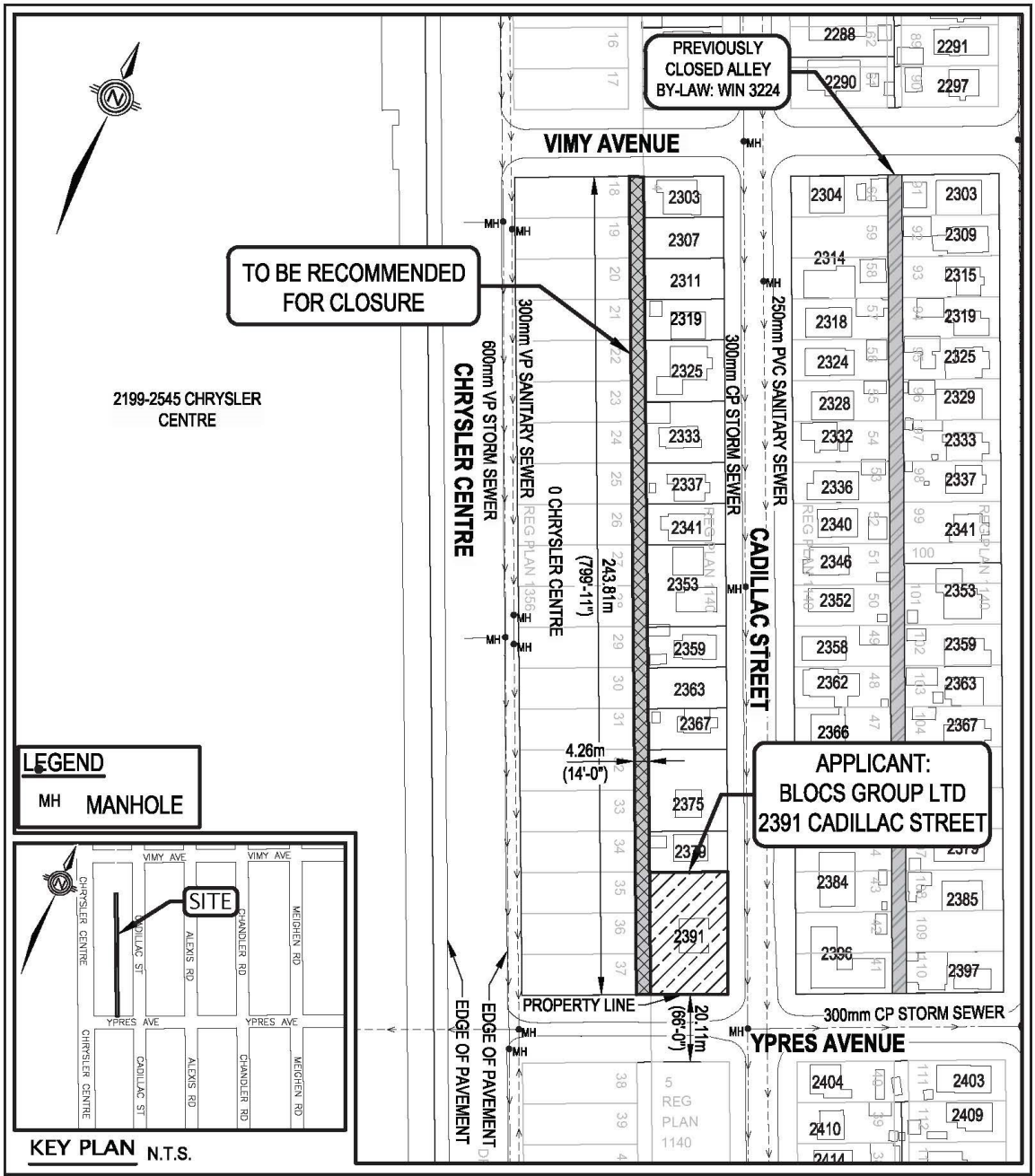
Notifications:

Name	Address	Email
Ward 5 Councillor Ed Sleiman	350 City Hall Square West, Suite 220 Windsor, Ontario N9A 6S1	esleiman@citywindsor.ca
List of mailing labels for property owners abutting alley issued to Clerks office		

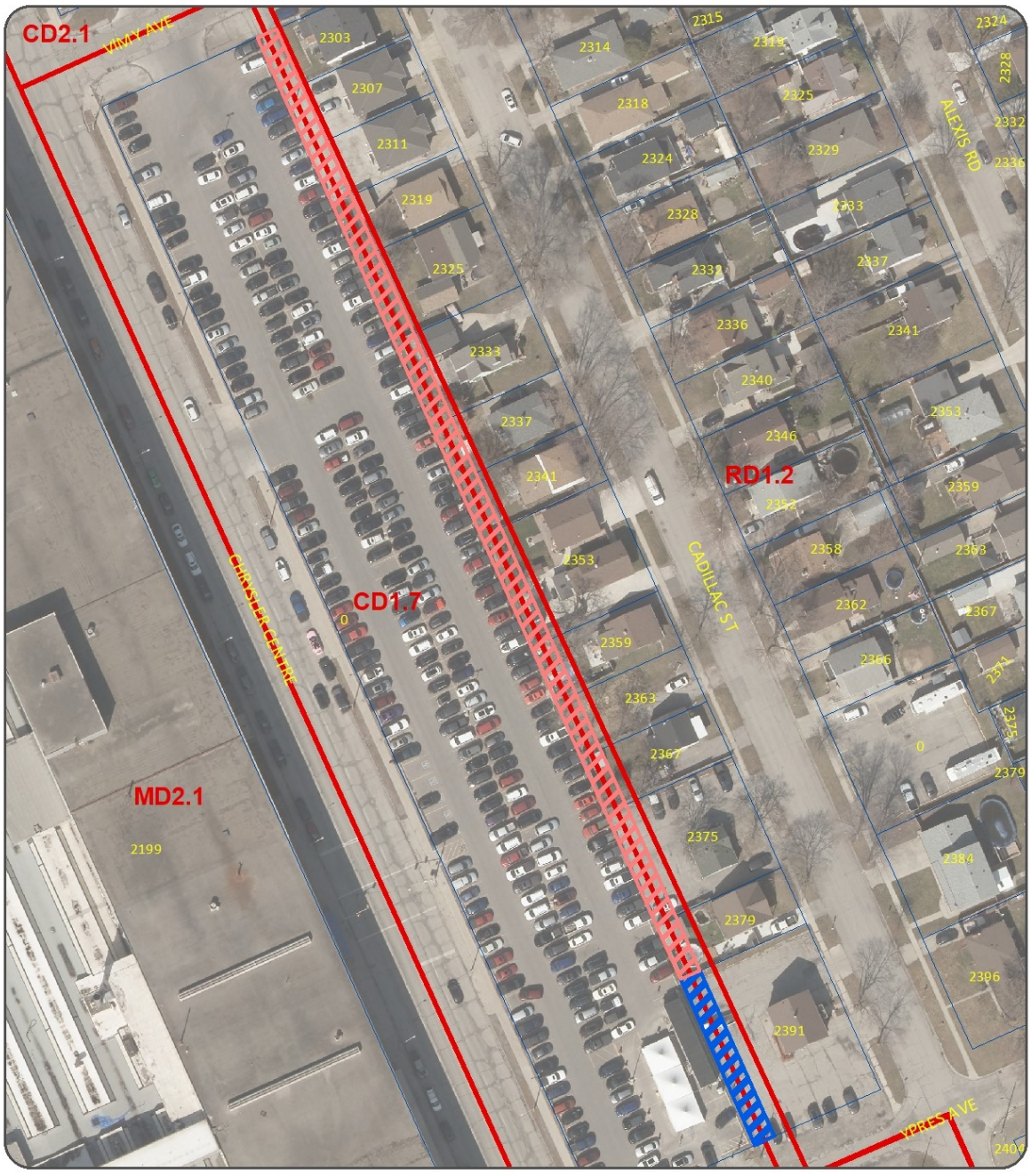
Appendices:

1 Appendix A - Drawing No. CC-1838
2 Appendix B - EIS Drawing - Aerial Photo
3 Appendix C - Consultations with Municipal Departments and Utility Companies
4 Appendix D - Site Photos
5 Appendix E - Classification of Alleys and Suitability for Closure

APPENDIX "A"
Drawing No. CC-1838



APPENDIX "B"
EIS Drawing - Aerial Photo



STREET & ALLEY CLOSING (SAA/7093)

1:1,000

APPLICANT : BLOCS GROUP LTD.

TO BE RECOMMENDED FOR CLOSURE

REQUESTED & TO BE RECOMMENDED FOR CLOSURE

PLANNING DEPARTMENT - PLANNING POLICY

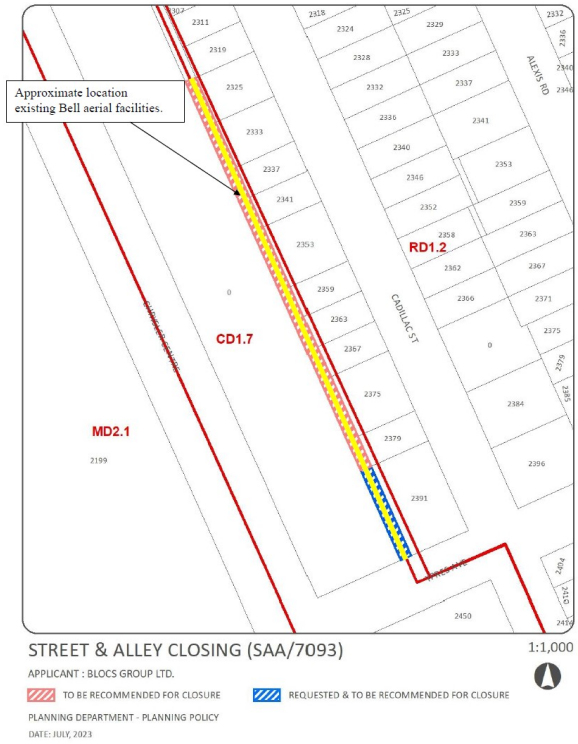
DATE: NOVEMBER, 2023

APPENDIX "C"
Consultations with Municipal Departments and Utility Companies

BELL CANADA

Bell Canada requests a 3.0 m wide easement, 1.5 m on either side of the existing aerial facilities for the length of the requested and recommended closure areas. Alternatively, we request an easement over the entire alley (both requested and recommended portions).

[Charleyne Hall - Right of Way & Indigenous Relations Associate]



COGECO CABLE SYSTEMS INC.

No comments provided

ENBRIDGE GAS

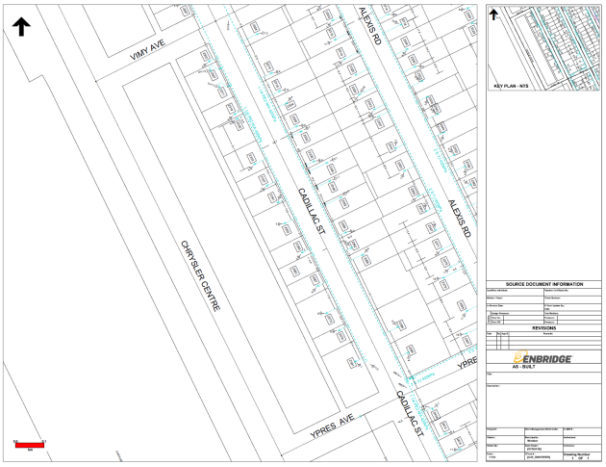
After reviewing the provided drawing of the Alley between Chrysler Centre & Cadillac St (from Vimy Ave to Ypres Ave) and consulting our mapping system, please note that Enbridge Gas has no active infrastructure in the proposed area. A PDF drawing has been attached for reference.

Also, please note the following should you find any abandoned infrastructure in the area:

- Any pipe that is excavated, please assume that it is live

- If during the course of any job, any pipe is found that is not on the locate sheet and is in conflict with your work, please call our emergency number (1-877-969-0999), and one of our Union Gas representatives will respond to determine if that plant is in fact live or dead
- Please note that our Enbridge Gas representative will respond to the live or dead call within 1-4 hours, so please plan your work accordingly

[Samuel Nguyen - Student Engineer]



ENVIRONMENTAL SERVICES

No concerns from Environmental Services.

[Anne-Marie Albidone - Manager, Environmental Services]

ENWIN UTILITIES - HYDRO

No objection, however, an easement named to ENWIN Utilities Ltd is required upon closing along the entire west limit of the site to accommodate existing overhead 16kV and 120/240-volt distribution, poles and down guy wires.

[Steve Zambito - Senior Hydro Engineering Technologist]

ENWIN UTILITIES - WATER

Water Engineering has no objections.

[Bruce Ogg - Water Project Review Officer]

LEGAL DEPARTMENT

Conveyance Price RD1.2: $1.00 plus survey and deed costs.

Conveyance Price CD1.7: $15/square foot without easements or $7.50/square foot with easements.

[Stephanie Santos - Coordinator of Real Estate Services]

MNSi

MNSi will require an Aerial Easement through the entire length of this closure as we currently have plant on the Pole Line.

[Dave Hartleib - Outside Plant Manager]

PARKS & FACILITIES

No comments from Parks Design & Development, Forestry and Natural Areas.

[Sherif Barsom - Landscape Architect]

PLANNING DEPARTMENT

No comments provided

PLANNING DEPARTMENT - LANDSCAPE ARCHITECT

There are no objections from an urban design or landscape architectural perspective to this closure.

[Stefan Fediuk - Senior Urban Designer]

PUBLIC WORKS - ENGINEERING

The subject alley closure is approximately 4.29 m (14 ft.) wide, appears to be travelled and is composed of sidewalk, fences. There are no municipal sewers or manholes located in the alley. There are hydro poles and overhead wires throughout the subject alley. There appears to be fence encroachments throughout the subject alley. There appears to be multiple driveway approaches at the north side of the alley that do not have the proper approvals. A permit may be required by the property owners to keep and maintain the driveway approach to City Standard AS-204. This subject alley to have no usefulness by CR146/2005; therefore, we have no objections to the closure.

[Amethyst Branch - Engineering Student]

PUBLIC WORKS - TRAFFIC

No concerns with closing the alley west of 2391 Cadillac as requested. No concerns with closing the remaining recommended alley. Suggest extending the closure to include 2319 Cadillac.

[Mike Spagnuolo - Signal Systems Analyst]

ROGERS COMMUNICATIONS

No comments provided

TELUS COMMUNICATIONS

TELUS has no underground infrastructure in the area of your proposed work. Permit expires six (6) months from approval date.

[Meghna Patel - Permit Coordinator]

TRANSPORTATION PLANNING

Transportation Planning has no concerns with the requested and recommended alley closures. Transportation Planning would suggest that the recommended alley closure be extended to the northern property limit of 2319 Cadillac St.

[Clare Amicarelli - Transportation Planning Coordinator]

TRANSIT WINDSOR

No issues from Transit Windsor.

[Jason Scott - Supervisor, Planning]

WINDSOR FIRE

No comments provided

WINDSOR POLICE

The Windsor Police Service has no concerns or objections with the closure of this alley to add land square footage and create additional parking capacity. The proposed closure will not create problems for police to otherwise gain access for emergency incident response or vehicle patrol purposes within the immediate area. The closure will still leave other options available to the police for such purposes.

[Barry Horrobin - Director of Planning & Physical Resources]

APPENDIX “D”
Site Photos



Figure 1 - Looking south towards alley from Vimy Ave. (2303 Cadillac St. on left) (Nov 2023 - Google Street View)



Figure 2 - Looking south towards alley from Vimy Ave. (2303 Cadillac St. on left) (May 2014 - Google Street View)



Figure 3 - Looking west towards 2307 & 2311 Cadillac St. (Nov 2023 - Google Street View)



Figure 4 - Looking west towards 2307 & 2311 Cadillac St. (2303 Cadillac St. on right) (May 2014 - Google Street View)



Figure 5 - Looking north towards alley from Ypres Ave. (2391 Cadillac St. centre) (Nov 2023 - Google Street View)



Figure 6 - Looking north towards alley from Ypres Ave. (2391 Cadillac St. on right) (May 2014 - Google Street View)

APPENDIX "E"
Classification of Alleys and Suitability for Closure

Classification of Public Rights-of-Ways:

Currently streets and alleys fall into four classifications on the basis of their usefulness:

1. Alleys that are **indispensable**. These would be alleys serving commercial properties and properties fronting on heavily traveled streets i.e. major arterial routes and alleys which contain sewers and must remain accessible for servicing; alleys or streets which serve as the only vehicular means of access to rear parking areas and garages where the property has insufficient lot width for a side drive; and, alleys which contain Fire Department connections that are deemed to be necessary for firefighting access.
2. Alleys that, **have some usefulness**, are nevertheless dispensable and may or may not be a complete liability.
3. Alleys that appear to serve **no useful purpose**, either now, or anticipated. Such alleys are in residential areas and locations where generally the lots are wide enough for side drives, or those alleys abutting parks and other parcels of land that do not require any servicing from the alley. Remnant or stub-end streets which are dead-ended and do not serve as access to other streets.
4. Alleys lying in Holding zones and other similar undeveloped areas where the alley system is **clearly obsolete** and has never been developed, but where the City needs to keep its options open until new area plans are prepared and development is imminent.

Suitability for Closing:

Following are the criteria and suitability for closing alleys in each of the above classifications:

1. Indispensable alleys should **not be closed**, conveyed, reduced or otherwise jeopardized through minority interests unless a suitable substitute alley is opened in lieu thereof. They are essential from the viewpoint of fire protection, police protection, emergency services (i.e. ambulance) and loading or unloading of goods, refuse collection, servicing of blocked sewers and utility services. Without such alleys, the above noted services would at least be more costly if not impossible to complete or adequately access; and would noticeably interfere with street traffic, thereby reducing the access capacity of the adjacent arterial, collector, or street for business.
2. Alleys having some usefulness should **be considered for closing** only upon request of abutting owners rather than by encouragement of the City.
3. Alleys that serve no useful purpose should **be closed** if at all possible, and in fact the owners abutting thereon should be encouraged to accept conveyance.
4. Alleys that are clearly obsolete should **not be closed** unless there is a municipal need or specific development proposals acceptable to the City are submitted.

-----Original Message-----
From: Ishpal Bains
Sent: Monday, February 05, 2024 2:12 PM
To: clerks <clerks@citywindsor.ca>
Cc: clerks <clerks@citywindsor.ca>; planningdept <planningdept@citywindsor.ca>; Parmit Multani
Subject: Re: FILE REF. #SAA7093

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon,

We are the property owner of Windsor, ON. I oppose the closure of the north and south alley Chrysler centre and Cadillac, North of Ypres , south of Vimmy. Our reasons are as follows:

1. The entrance of this alley is the only way my tenants have access to the property from behind to park there vehicles, there is no other way for them to park.

2. It would be unjust to expect my tenants to park on the road should this closure take place as it would cause potential obstruction for emergency vehicles on the road.

3. It would be unsafe for my tenants to park on the road as it would cause a concern for snow plows and vice versa.

4. We are brining up the issue of easement, as my tenants use this alleyway as an entrance to enter the property from behind and park their vehicles. This is the sole purpose in using this alley. Hence, it is for a specific purpose.

My concerns are heavily for my tenants as this closure would cause disturbance to not only my tenants but also the neighbours. Based on my issues above, I am requesting this closure to be looked at again and focus primarily on the issues it would not only cause my my tenants but also to other civilians such as emergency response teams and city snow plows. I understand that there are rules and procedures in place however I should be given options of how my tenants can park there cars or enter the property from behind, should this closure take place.

Lastly, please advise if I can attend the meeting virtually via zoom or other platforms.

Thank you,

Ishpal Bains & Parmit Multani

Committee Matters: SCM 148/2024

Subject: Main Streets CIP Application, 1958-1998 Wyandotte Street East (Strathcona Building); Owner: 2798315 Ontario Inc. (c/o David Mady)

Moved by: Councillor Fred Francis
Seconded by: Councillor Mark McKenzie

Decision Number: **DHSC 614**

I. THAT the request made by 2798315 Ontario Inc. (c/o David Mady), the owner of the property located at 1958-1998 Wyandotte Street East, for *Building Facade Improvement grants* totalling a maximum of $60,000 **BE APPROVED IN PRINCIPLE** under the *Main Streets* Community Improvement Plan; and,

II. THAT funds in the maximum amount of $60,000 (*Building Facade Improvement grants*) under the *Main Streets CIP* **BE TRANSFERRED** from the CIP Reserve Fund 226 to *the Main Streets CIP* Project Fund (Project #7219018) when the grant funds are ready to be paid out; and,

III. THAT grants **BE PAID** to 2798315 Ontario Inc., upon completion of improvements to the exterior of the property located at 1958-1998 Wyandotte Street East, from the *Building Facade Improvement Program – Main Streets* CIP Project Fund (Project #7219018) to the satisfaction of the City Planner and Chief Building Official; and,

IV. THAT grants approved **SHALL LAPSE** and the funds **BE UNCOMMITTED** if the applicant has not completed the work and fulfilled the conditions within 2 years of the council approval date. Extensions **SHALL BE** given at the discretion of the City Planner.

Carried.

Report Number: S 55/2024
Clerk's File: SPL2024

Clerk's Note:

1. The recommendation of the Development & Heritage Standing Committee and Administration are the same.

2. Please refer to Item 11.2 from the Development & Heritage Standing Committee held on May 6, 2024.

3. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20240506/-1/10482

THE CITY OF WINDSOR
ONTARIO, CANADA

Council Report: S 55/2024

Subject: Main Streets CIP Application, 1958-1998 Wyandotte Street East (Strathcona Building); Owner: 2798315 Ontario Inc. (c/o David Mady).

Reference:

Date to Council: May 6, 2024
Author: Kevin Alexander, MCIP RPP
Senior Planner-Special Projects
519-255-6543 ext. 6732
kalexander@citywindsor.ca
Report Date: April 12, 2024
Clerk's File #: SPL2024

To: Mayor and Members of City Council

Recommendation:

I. **THAT** the request made by 2798315 Ontario Inc. (c/o David Mady), the owner of the property located at 1958-1998 Wyandotte Street East, for *Building Facade Improvement grants* totalling a maximum of $60,000 **BE APPROVED IN PRINCIPLE** under the *Main Streets* Community Improvement Plan; and,

II. **THAT** funds in the maximum amount of $60,000 (*Building Facade Improvement grants*) under the *Main Streets CIP* **BE TRANSFERRED** from the CIP Reserve Fund 226 to *the Main Streets CIP* Project Fund (Project #7219018) when the grant funds are ready to be paid out;

III. **THAT** grants **BE PAID** to 2798315 Ontario Inc., upon completion of improvements to the exterior of the property located at 1958-1998 Wyandotte Street East, from the *Building Facade Improvement Program – Main Streets* CIP Project Fund (Project #7219018) to the satisfaction of the City Planner and Chief Building Official; and

IV. **THAT** grants approved **SHALL LAPSE** and the funds **BE UNCOMMITTED** if the applicant has not completed the work and fulfilled the conditions within 2 years of the council approval date. Extensions **SHALL BE** given at the discretion of the City Planner.

Executive Summary:

N/A

Background:

On January 8th, 2018, City Council approved the Building Facade Improvement Program and Urban Design Guidelines for Main Streets Community Improvement Plan (CIP) (CR9/2018 PHED 533) adopted through By-law 26-2018.

On January 25th, 2022, 2798315 Ontario Inc. (c/o David Mady), the owner of the property located at 1958-1998 Wyandotte Street East submitted an application for grants under the *Building Facade Improvement Program* through the *Main Streets CIP*. The property is located in the Walkerville Business Improvement Area (BIA) and Main Street CIP Area.

The property is the subject of another report (S48/2024) regarding the Heritage Designation and Heritage Funding for the 1907 building identified as the Strathcona Building on the Municipal Heritage Register. If approved by City Council, the applicant will receive approximately $92,829.00 for the total cost of the recreation of the four bay windows, from the Property Tax Reduction Program and Community Heritage Fund.

Discussion:

Building Facade Improvement Grant Program

The City of Windsor Building Facade Improvement Program and Urban Design Guidelines for Main Streets CIP offers financial incentives to encourage property owners and businesses to make investments to improve the exterior appearance of their buildings and storefronts along Main Streets. Such improvements provide a benefit to the community as a whole, by preserving heritage features, protecting Main Streets, and reconnecting storefronts with the public realm. The CIP is applicable to all the BIAs in the City of Windsor, except for the Sandwich Town and Downtown Windsor BIAs, which are under separate CIPs. Funding for the Building Facade Improvement Grant Program is broken down into three categories:



Category A (Beautification) –-aesthetic and minor functional improvements aimed at making the building facade and storefront more attractive and welcoming to tenants and customers.



Category B (Restoration)—aesthetic, functional, and restoration improvements made to restore key features of the building facade.



Category C (Replacement)— encourage work that will replace or reinstate key features that have been lost or deteriorated beyond repair or are of a style that is no longer consistent with the building design.

Applicants can receive a grant for 50% of the costs for eligible building facade and storefront improvements up to a maximum of $30,000 per project. The amount can be increased up to $60,000 per project for larger buildings with multiple storefronts. The grant also applies to the side(s) and rear of buildings provided the building facade is visible from an adjacent street or public right-of-way or park, and as long as the storefront/facade facing the main street is improved at the same time.

Façade Improvement

The applicant is proposing replacement, restoration, and beautification changes to the exterior of the building and the following improvements to all Facades (North, East, West, and South):

Beautification:

- Removal of Security bars on windows and old signage and awnings
- A wall mural was commissioned for the north facing façade.
- Removed paint from the brick facades which reveals the stretcher red brick facade with purple undertones.

Restoration:

- and repointed exterior brick on all facades brick.
- Stone cornice, sills, stone door entrance and window and shield-shaped stone accents have been cleaned/restored.

Replacement:

- flashing installed over the parapet of the building.
- Bay windows are reintroduced as aluminum glazing systems without the vertical muntins (the owner applied to the Heritage Property Tax Reduction program for this portion of the work only) aluminum panel storefront system is compatible to the original wood glass storefront (long-gone) introduced.
- Transom widows have been introduced along the Wyandotte Street East and Devonshire Road facades.
- Black aluminum windows and doors have been installed replacing long gone originals throughout the exterior façades.
- Installation of new compatible signage.

Façade Cost Breakdown

The south façade will incorporate two (2) south storefronts (restaurants and office space). Each storefront is eligible for the maximum grant of $15,000 per two-storey storefront ($30,000 total). Additionally, this development is eligible for a grant of $30,000 for the north, east and west facing façades. The second story includes offices.

In total, this project is eligible for a grant of $60,000 under the Building Façade Improvement Grant Program for the building facade improvements.

Based on information provided by the owner/applicant the reported costs for Building Façade improvements totals $1,199,372. This includes the costs for: installation of heritage

appropriate exterior signage; addition of new exterior lighting; painting façade elements; cleaning and repointing of masonry; murals and public art at appropriate location; repairs and replacement to cornices, parapets, eaves, and soffits; installation of heritage compatible storefront; roof replacements; other works etc.). The total Main Street CIP, Façade Improvement Program Incentive totals approximately 5% of the total façade improvement costs.

Risk Analysis:

The approval of this grant does not carry significant risk, as there are sufficient funds within the CIP reserve fund. The applicant will not receive any grants until all work is completed and inspected to the satisfaction of the Planning and Building Departments. As a requirement of Section 28 (7.3) of the Planning Act, Administration has confirmed that the grant amount does not exceed the total cost of the project.

Climate Change Risks

Climate Change Mitigation:

The rehabilitation of the existing building will have a low impact on how the project affects climate change, because improvements are being made to the existing building which reduces the amount of CO2 emitted during the construction process and requires fewer building materials.

The rehabilitation of the existing building also contributes to the revitalization of the existing Main Street. The completion of this project promotes a more walkable environment, thereby encouraging alternate forms of transportation.

Utilizing an existing building and infrastructure in a built-up area of the city also promotes efficiency on the existing infrastructure network by not promoting development on Greenfield land.

Climate Change Adaptation:

As temperatures increase and when considering the Urban Heat Island effect for the City of Windsor, the property may be located within a Heat Vulnerability area. However, the rehabilitation of the building will utilize modern building methods, which will conform to the Ontario Building Code concerning energy efficiency. New doors and windows are also proposed that will be more energy efficient then what is existing.

Financial Matters:

On February 22, 2021, Council approved the 2021 budget, which included a reserve fund for all active CIPs in the City. As CIP grant applications are approved, the approved grant amount will be transferred to the capital project account to be kept as committed funds, until the grant is ready to be paid out. The current uncommitted balance of the CIP reserve fund is $365,406.74. However, this balance does not account for other CIP grant requests that are currently being considered by the Development & Heritage Standing Committee/City Council Standing Committee or have been endorsed by the standing committee and are not yet approved by City Council.

If approved, funds will be transferred from the CIP Reserve Fund 226 to the Main Streets CIP Project Fund in the maximum amount of $60,000 for the facade improvements.

Consultations:

The owner of the property located at 1958-1998 Wyandotte Street East has been consulted regarding grants related to the improvements outlined in this report.

The City and Owners shared historical resources and findings about the Strathcona Building during the restoration process and after. The Heritage Planner and Planning staff visited the site and discussed and identified heritage features with the Owners through the development review process. Consultations have also been made with the Windsor Public Library, Archives, and Local History Centre.

Josie Gualtieri, Financial Planning Administrator was also consulted regarding the Building Facade Improvement CIP grants, and related capital project/reserve fund balances.

Conclusion:

The improvements to 1958-1998 Wyandotte Street East meet all eligibility criteria identified in this this report, for the *Main Streets CIP*. Restoration and Improvements to this Landmark building (Strathcona) will have a positive impact on the Wyandotte Street East Main Street and the Walkerville Neighbourhood.

There are sufficient funds in the CIP reserve fund to provide grants for the proposed improvements. Administration recommends approval of the grants identified in this report.

Planning Act Matters:

N/A

Approvals:

Name	Title
Kevin Alexander	Senior Planner – Special Projects
Josie Gualtieri	Financial Planning Administrator
Jason Campigotto	Deputy City Planner – Growth (A)
John Revell	Chief Building Official
Thom Hunt	City Planner
Kate Tracey	Senior Legal Council
Lorie Gregg	Deputy Treasurer, Taxation, Treasury & Financial Projects

Janice Guthrie	Commissioner, Finance and City Treasurer
Jelena Payne	Commissioner, Economic Development
Joe Mancina	Chief Administrative Officer

Notifications:

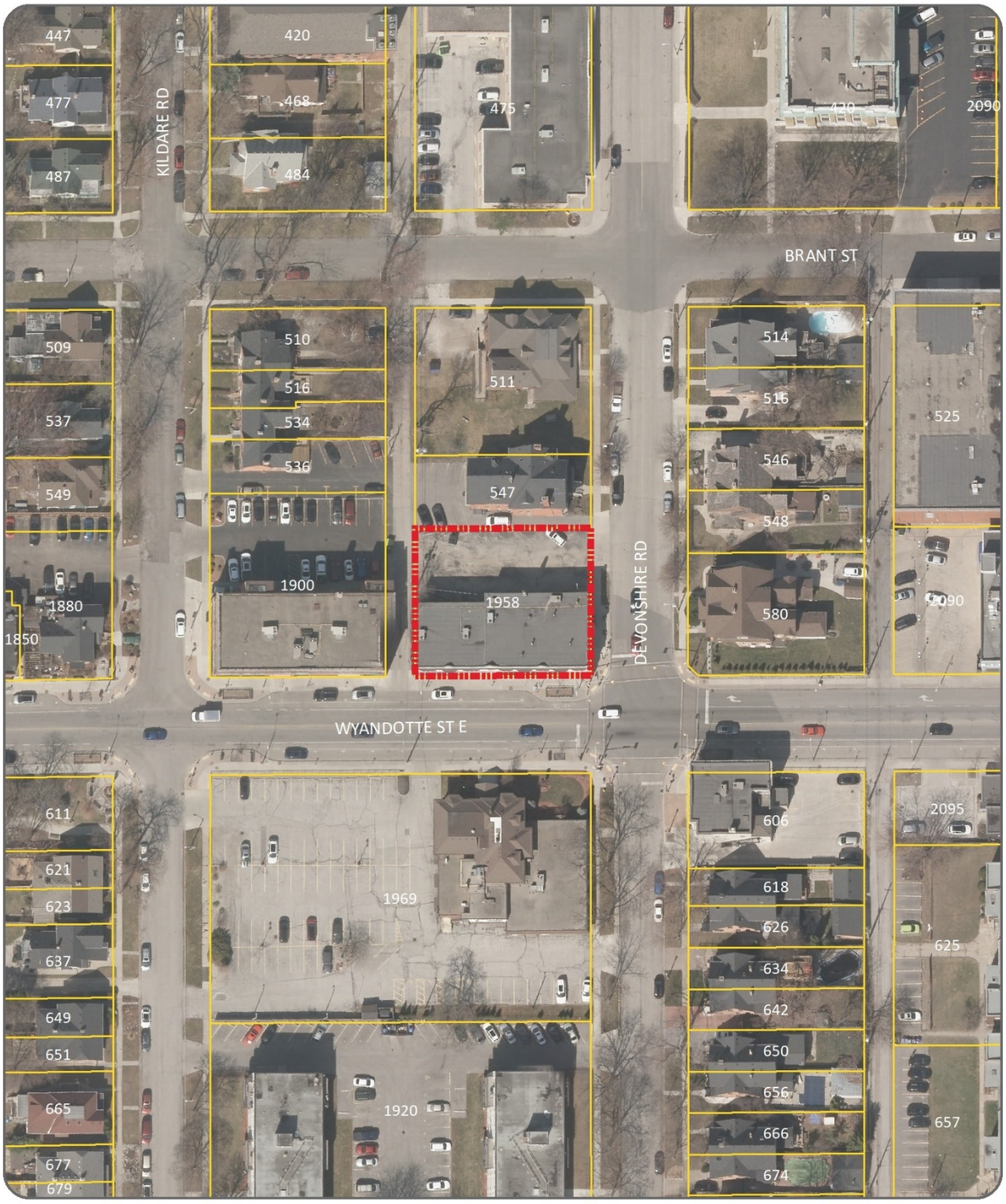
Name	Address	Email
David Mady (2798315 Ontario Inc.)		
Tony Rosati (2798315 Ontario Inc.)		

Appendices:

1 Appendix A - Location Map and Condition prior to Improvements
2 Appendix B - Plans and Facade Improvement

APPENDIX ‘A’

LOCATION MAP



LOCATION MAP

SUBJECT PROPERTY : 1958-1998 WYANDOTTE STREET EAST

APPENDIX ‘A’

CONDITION PRIOR TO IMPROVEMENTS





(Source: https://youriguide.com/1968_wyandotte_st_e_windsor_on/)

APPENDIX ‘A’

CONDITION PRIOR TO IMPROVEMENTS





(Source: https://youriguide.com/1968_wyandotte_st_e_windsor_on/

APPENDIX ‘A’

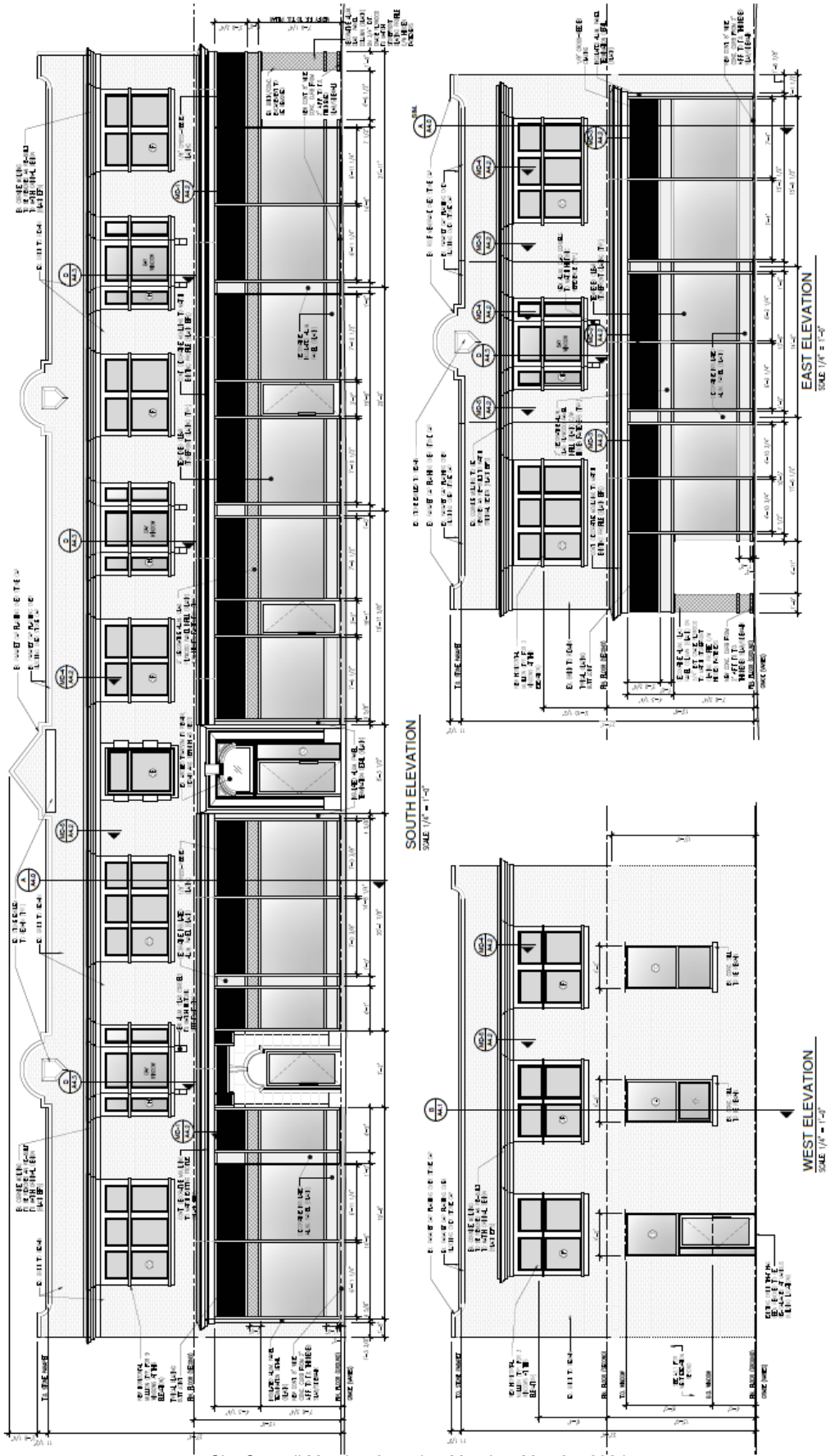
CONDITION PRIOR TO IMPROVEMENTS



(Source: https://youriguide.com/1968_wyandotte_st_e_windsor_on/

APPENDIX ‘B’

PLANS AND FACADE IMPROVEMENT



APPENDIX ‘B’

PLANS AND FACADE IMPROVEMENT





APPENDIX ‘B’

PLANS AND FACADE IMPROVEMENT





APPENDIX ‘B’

PLANS AND FACADE IMPROVEMENT



Committee Matters: SCM 147/2024

Subject: Approval of a Plan of Condominium with Exemption under Section 9(3) of the Condominium Act, 705 and 755 Grand Marais Rd E.; Applicant: Seiko Homes Inc.; File No.: CDM 003-24 [CDM-7192]; Ward 10

Moved by: Councillor Angelo Marignani
Seconded by: Member Anthony Arbour

Decision Number: **DHSC 608**
THAT the application of Seiko Homes Inc. for an exemption under Section 9(3) of The *Condominium Act* for approval of a plan of condominium (Standard Condominium), comprised of a total of 80 dwelling units within two new Multiple Dwelling structures under construction as shown on the attached Map Nos. CDM-003/24-1, CDM-003/24-2, CDM-003/24-3, and CDM-003/24-4, on parcels legally described as Part of Lots 88 and 89, Concession 2, designated as Parts 1 to 11 (inclusive) on Plan 12R16151, City of Windsor; located at the southwest corner of Grand Marais Road East and Elsmere Avenue intersection, **BE APPROVED** for a period of three (3) years.
Carried.

Report Number: S 50/2024
Clerk's File: Z/14759

Clerk's Note:

1. The recommendation of the Development & Heritage Standing Committee and Administration are the same.

2. Please refer to Item 7.4 from the Development & Heritage Standing Committee held on May 6, 2024.

3. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20240506/-1/10482

Subject: Approval of a Plan of Condominium with Exemption under Section 9(3) of the Condominium Act, 705 and 755 Grand Marais Rd E.; Applicant: Seiko Homes Inc.; File No.: CDM 003-24 [CDM-7192]; Ward 10

Reference:

Date to Council: May 6, 2024
Author: Justina Nwaesei, MCIP, RPP
Senior Planner - Development
519-255-6543, ext. 6165
jnwaesei@citywindsor.ca

Planning & Building Services
Report Date: April 10, 2024
Clerk's File #: Z/14759

To: Mayor and Members of City Council

Recommendation:

THAT the application of Seiko Homes Inc. for an exemption under Section 9(3) of The Condominium Act for approval of a plan of condominium (Standard Condominium), comprised of a total of 80 dwelling units within two new Multiple Dwelling structures under construction as shown on the attached Map Nos. CDM-003/24-1, CDM-003/24-2, CDM-003/24-3, and CDM-003/24-4, on parcels legally described as Part of Lots 88 and 89, Concession 2, designated as Parts 1 to 11 (inclusive) on Plan 12R16151, City of Windsor; located at the southwest corner of Grand Marais Road East and Elsmere Avenue intersection, **BE APPROVED** for a period of three (3) years.

Executive Summary:

N/A

Background:

Location / Key map:



KEY MAP - CDM-003/24, CDM-7192

● SUBJECT LANDS

Application Information:

Location: 705 and 755 Grand Marais Road East (southwest corner of Grand Marais Road East and Elsmere Avenue intersection)

Ward: 10 **Planning District:** 19 - Riverside **ZDM:** 8

Applicant & Owner: Seiko Homes Inc. (Hessan Habib)

Authorized Agent: n/a

Ontario Land Surveyor: Verhaegen Land Surveyors (Roy Simone)

Proposal:

The applicant is applying for an exemption under Section 9(3) of *The Condominium Act* for approval of a plan of condominium for two structures containing a total of 80 dwelling units. One structure (Building 1) contains 48 dwelling units, and the other structure (Building 2) contains 32 dwelling units.

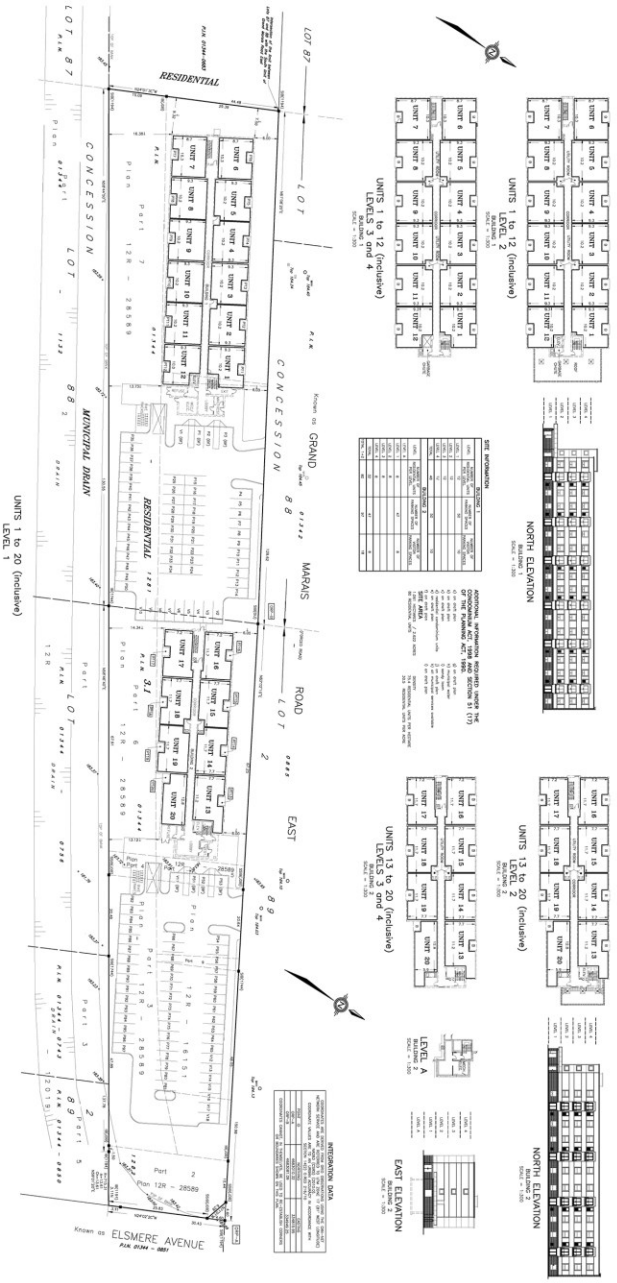
The subject site has received Site Plan Approval (File SPC-019/19) registered as Instrument Number CE955828, on July 20, 2020, which permitted a combined total of 80 dwelling units in two structures (two multiple dwellings). The approved site plan, SPC-019/19 (A101) on Schedule A of the registered Agreement, contains a total of 115 vehicle parking spaces (includes 8 Accessible parking spaces), 2 loading spaces and 9 bicycle parking spaces.

The site plan control agreement covers a range of municipal and agency requirements to be completed by the owner, including items such as the

- conveyance of land for corner cut-off at the Grand Marais Road East and Elsmere Avenue intersection,
- construction of sidewalks along the entire Grand Marais Road East frontage,
- provision of easements, curbs & gutters, storm detention scheme, landscaping, fencing, parking, parkland conveyance, levies and lighting, mostly required prior to the issuance of a construction permit.

Note: *Building A and Building B on the approved Site Plan (attached as Appendix C) are labelled as Building 1 and Building 2, respectively, on the approved permit drawings and draft plan of subdivision.*

Plan of Condominium:
(see CDM-003/24 Maps on the next pages)



PLAN OF CONDOMINIUM

APPLICANT: SEIKO HOMES INC.

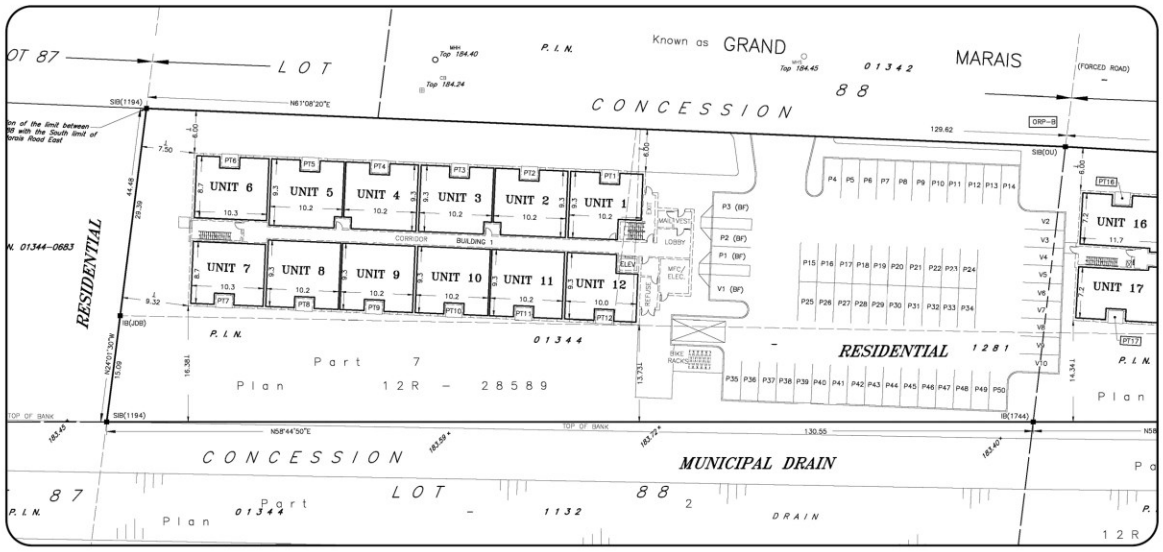
ADDRESS: 705, 755 GRAND MARAIS ROAD EAST

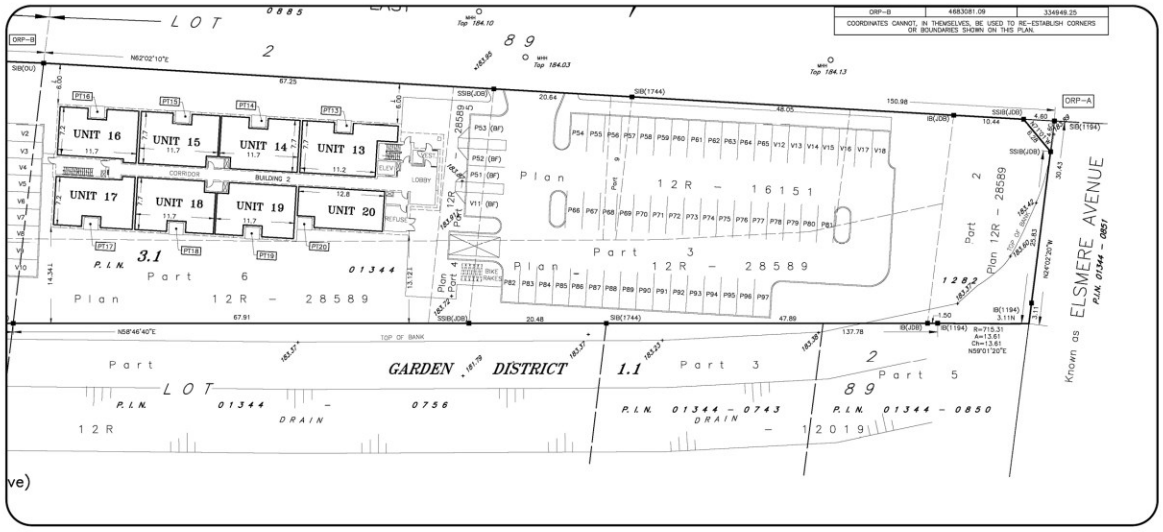
SCALE: N.T.S.

DATE: APR. 2024

FILE NO: CDM-003/24-1

OVERALL PLAN



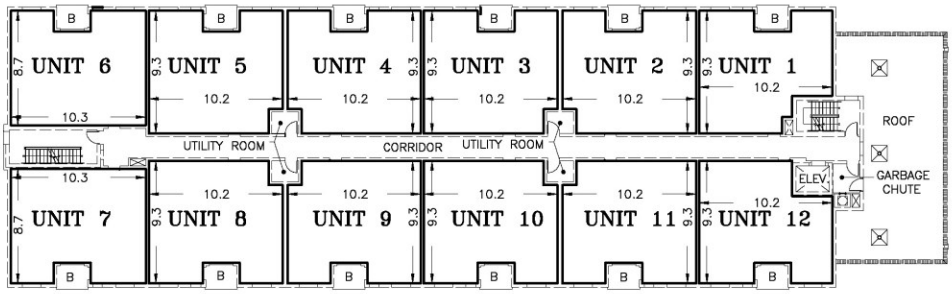


PLAN OF CONDOMINIUM

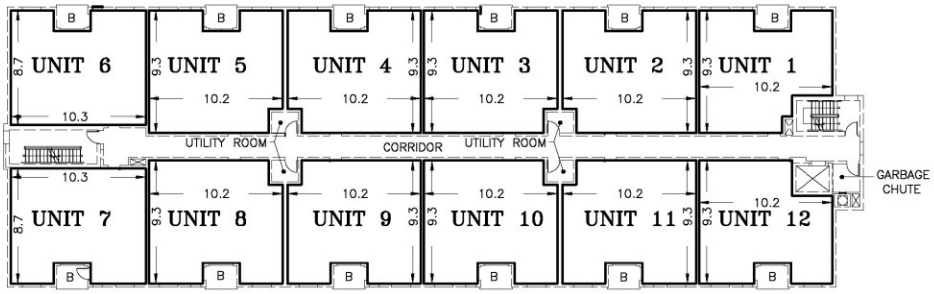
APPLICANT: SEIKO HOMES INC.

ADDRESS: 705, 755 GRAND MARAIS ROAD EAST

SCALE: N.T.S.
DATE: APR. 2024
FILE NO: CDM-003/24-2
SITE PLAN



UNITS 1 to 12 (inclusive)
LEVEL 2
BUILDING 1



UNITS 1 to 12 (inclusive)
LEVELS 3 and 4
BUILDING 1



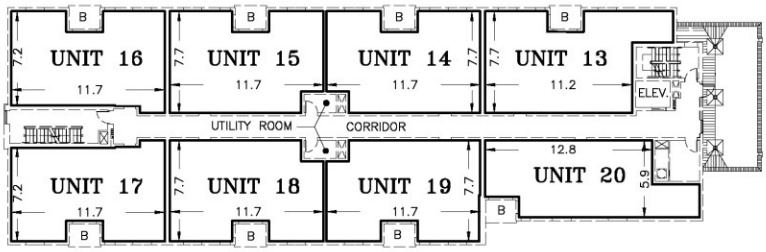
NORTH ELEVATION

PLAN OF CONDOMINIUM

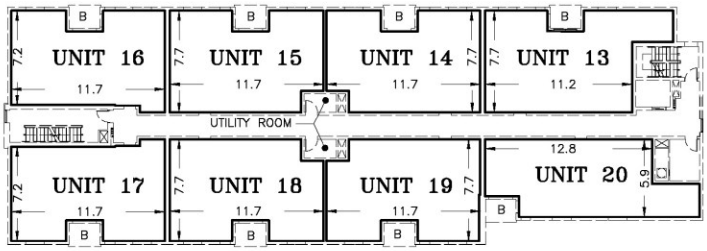
APPLICANT: SEIKO HOMES INC.

ADDRESS: 705, 755 GRAND MARAIS ROAD EAST

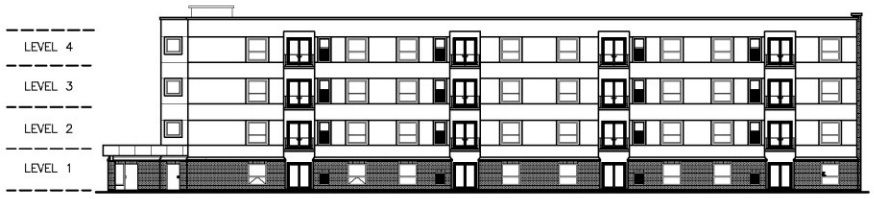
SCALE: N.T.S.
DATE: APR. 2024
FILE NO: CDM-003/24-3
BUILDING 1 (A)



UNITS 13 to 20 (inclusive)
LEVEL 2
BUILDING 2



UNITS 13 to 20 (inclusive)
LEVELS 3 and 4
BUILDING 2



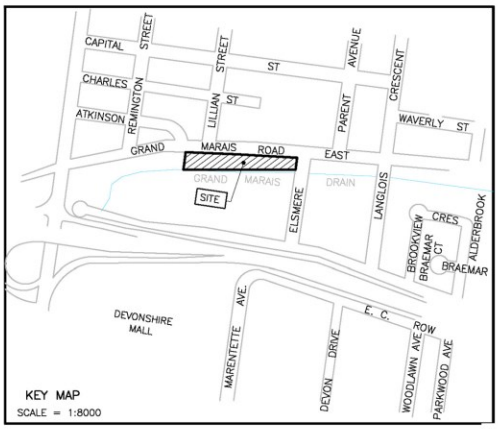
NORTH ELEVATION
BUILDING 2

PLAN OF CONDOMINIUM

APPLICANT: SEIKO HOMES INC.

ADDRESS: 705, 755 GRAND MARAIS ROAD EAST

SCALE: N.T.S.
DATE: APR. 2024
FILE NO: CDM-003/24-4
BUILDING 2 (B)



SITE INFORMATION

BUILDING 1			
LEVEL	NUMBER OF RESIDENTIAL UNITS PER LEVEL	NUMBER OF PARKING SPACES	NUMBER OF VISITOR PARKING SPACES
LEVEL 1	12	50	10
LEVEL 2	12		
LEVEL 3	12		
LEVEL 4	12		
TOTAL	48	50	10
BUILDING 2			
LEVEL	NUMBER OF RESIDENTIAL UNITS PER LEVEL	NUMBER OF PARKING SPACES	NUMBER OF VISITOR PARKING SPACES
LEVEL A			
LEVEL 1	8	47	8
LEVEL 2	8		
LEVEL 3	8		
LEVEL 4	8		
TOTAL	32	47	8
TOTAL 1+2	80	97	18

DRAFT PLAN OF CONDOMINIUM

OF

PART OF LOTS 88 & 89, CONCESSION 2

GEOGRAPHIC TOWNSHIP OF SANDWICH EAST

NOW IN THE

CITY OF WINDSOR
COUNTY OF ESSEX, ONTARIO

VERHAEGEN LAND SURVEYORS, A DIVISION OF J.D. BARNES LIMITED

INTEGRATION DATA

COORDINATES ARE DERIVED FROM GRID OBSERVATIONS USING THE CAN-NET NETWORK SERVICE AND ARE REFERRED TO UTM ZONE 17 (81° WEST LONGITUDE) NAD83 (CSRS) (2010.0). COORDINATE VALUES ARE TO AN URBAN ACCURACY IN ACCORDANCE WITH SECTION 14(2) O.REG 216/10		
POINT ID	NORTHING	EASTING
ORP-A	4683010.32	334815.95
ORP-B	4683081.09	334949.25
COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.		

"METRIC" DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

LEGEND AND NOTES

BEARINGS ARE UTM GRID DERIVED FROM OBSERVED REFERENCE POINTS "A" AND "B" BY REAL TIME NETWORK OBSERVATIONS AND ARE REFERRED TO UTM ZONE 17 (81° WEST LONGITUDE) NAD 83 (CSRS) (2010.0).

DISTANCES ON THIS PLAN ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.999912.

ALL DISTANCES AND BEARINGS BETWEEN FOUND MONUMENTS AGREE WITH PLAN 12R-28589.

ALL SET SSIB AND PB MONUMENTS WERE USED DUE TO LACK OF OVERBURDEN AND/OR PROXIMITY OF UNDERGROUND UTILITIES IN ACCORDANCE WITH SECTION 11 (4) OF O.REG. 525/91.

■	DENOTES	SURVEY MONUMENT FOUND	
□	DENOTES	SURVEY MONUMENT SET	
SIB	DENOTES	STANDARD IRON BAR	
SSIB	DENOTES	SHORT STANDARD IRON BAR	
IB	DENOTES	IRON BAR	
PB	DENOTES	PLASTIC BAR	
WIT	DENOTES	WITNESS	
(M)	DENOTES	MEASURED (S) DENOTES SET	
(P1)	DENOTES	PLAN 12R-12019 (P2) DENOTES PLAN 12R-19175	
(P3)	DENOTES	PLAN 12R-16151 (P4) DENOTES PLAN 12R-12012	
(OU)	DENOTES	ORIGIN UNKNOWN	
(JDB)	DENOTES	J.D. BARNES LIMITED	
(1744)	DENOTES	VERHAEGEN LAND SURVEYORS	
(1194)	DENOTES	JOHN B. SWEETON INC. O.L.S.	
———		DENOTES BAUNDARIES OF THE CONDOMINIUM	
———		DENOTES UNIT BAUNDARIES	
- - - - - -		DENOTES EXTERIOR FACE OF THE STRUCTURAL WALLS	
PT		DENOTES PATIO	
B		DENOTES BALCONY	
P		DENOTES PARKING SPACE	
BF		DENOTES BARRIER FREE PARKING SPACE	
⊞ CB		DENOTES CATCH BASIN	
○ MHH		DENOTES HYDRO MANHOLE	
○ MHS		DENOTES SEWER MANHOLE	

ADDITIONAL INFORMATION REQUIRED UNDER THE CONDOMINIUM ACT, 1998 AND SECTION 51 (17) OF THE PLANNING ACT, 1990.

a) on draft plan
b) on draft plan
c) on draft plan
d) residential condominium units
e) on draft plan
f) on draft plan
g) on draft plan
h) municipal water
i) sandy loam
j) on draft plan
k) all municipal services available
l) on draft plan

SITE AREA

1.061 HECTARES / 2.622 ACRES
80 RESIDENTIAL UNITS

DENSITY
75.4 RESIDENTIAL UNITS PER HECTARE
30.5 RESIDENTIAL UNITS PER ACRE

PLAN OF CONDOMINIUM

APPLICANT: SEIKO HOMES INC.

ADDRESS: 705, 755 GRAND MARAIS ROAD EAST

SCALE: N.T.S.
DATE: APR. 2024
FILE NO: CDM-003/24-5
SITE INFORMATION

Site Information:

Official Plan	Zoning & ZDM	Current Use(s)	*Previous Use(s)*
RESIDENTIAL	RESIDNETIAL DISTRICT 3.1 (RD3.1) ZDM8	Two residential buildings (4-storey Multiple Dwellings) under construction	Vacant
Frontage	**Depth**	**Area**	**Shape**
280.6m	irregular	1.061 ha	Irregular
Note: All measurements are taken from the draft Plan			

Neighbourhood Characteristics:

The ***surrounding land uses*** consist of a mix of residential, institutional, commercial, and industrial uses.

North and northeast of the subject lands: Grand Marais Road East R.O.W.; a place of worship fronting on Grand Marais Rd East and Parent Avenue; a school further north, fronting on Capitol Street; and low-profile residential dwellings (single unit dwellings, semidetached dwellings, and townhome dwellings) fronting on Grand Marais Rd East.

East and southeast of subject lands: Elsmere Avenue R.O.W.; a neighbourhood commercial building containing a corner store and laundromat at the southeast corner of Elsmere Avenue and Grand Marais Road East intersection; and further east, low profile residential developments mostly of the single unit dwelling type.

West and northwest of the subject lands: Low-profile residential developments (single unit dwellings, semi-detached dwellings, and townhome dwelling) situated along the south side of Grand Marais Road. There is a medium profile residential care facility at the northeast corner of Howard Avenue and Grand Marais Road East.

South of the subject lands: Grand Marais drain abuts the south limit of the subject lands; and further south, there is a multi-use trail on the south limit of the drain. Next south of the multi-use trail are existing industrial and office buildings.

Municipal Infrastructure:

Municipal sewers and watermains are available in the subject area. Grand Marais Road East is classified as a Class 1 Collector Road, and Elsmere Avenue is classified as Class II Collector Road. Public transit is available via the Parent 14 and 1A buses.

The Parent 14 buses run along Grand Marais Rd East and Langlois Avenue to Devonshire mall and downtown bus terminal. The 1A buses run north-south along Howard Avenue to Devonshire Mall and downtown bus terminal. The nearest transit bus stop is at the southeast corner of Grand Marais Rd East and Langlois Avenue intersection, 300m distance measured from the east limit of the subject land.



AERIAL MAP - CDM-003/24, CDM-7192

SUBJECT LANDS

Discussion:

Planning Analysis:

Statutory Regulations:

Under Section 9 of The Condominium Act, an owner may request approval of a plan of condominium subject to Section 51 of The Planning Act (subdivisions). As such, the usual approval process for plans of subdivision is invoked, i.e. review by municipal and provincial agencies, draft plan approval, a condominium agreement and final registration.

The Condominium Act also provides that owners can be exempted from the above-mentioned Planning Act provision if the approval authority (i.e. the City of Windsor) is of the opinion that "such exemption is appropriate in the circumstances". The reasons for exemptions are not specified, but usually applicants can be exempted if the following conditions are satisfied:

(i) that all municipal requirements and conditions have been addressed (for example by an approved application for rezoning and/or site plan control); and

(ii) that the building(s) is suitable for a condominium by virtue of design and amenities.

The proposed condominium complies with the above conditions.

Official Plan:

The subject property is designated “Residential” on Schedule "D" - Land Use, City of Windsor Official Plan. The designation is intended to accommodate Low Profile, and Medium Profile dwelling units. The designation also aims to support a complementary range of housing forms and tenures in all neighbourhoods. The multiple dwelling under construction is a medium profile housing type with a density that will contribute to the mix of housing forms, tenures, and price levels in the area.

The City of Windsor has policies in the Official Plan (s.11.5.2.8) for approval of a plan of condominium with exemption under Section 9 of the Condominium Act. Applications for exemptions may be considered by Council if:

(a) a residential building is constructed or a building permit for its construction has been issued;

(b) the development has received site plan control approval; and

(c) the development does not contain any occupied residential rental units.

The proposed condominium complies with the above conditions. See, also, attached Appendices A, B, and C.

Zoning By-Law:

The property is currently zoned Residential District 3.1 by Zoning By-law 8600. The Multiple Dwelling (under construction) on the property is permitted under the RD3.1

category. Building permits have been issued and the building is under construction. See Site photos attached as Appendix B to this report.

Site Plan Control Approval:

February 10, 2020: The proposed development on the subject lands received Site Plan Control Approval. A site plan agreement was subsequently executed.

July 20, 2020: Site Plan Control Agreement was registered on title as instrument number CE955828.

Supplementary SPC approval: Minor revisions were made to the concept plan and elevations at the time of Building Permit; thereby, resulting in a 2021 supplementary approval of the Site Plans and Elevations by the Site Plan Approval Officer on March 11, 2021. The site plan from the 2021 supplementary SPC approval is herein attached as Appendix C.

Risk Analysis: N/A

Climate Change Risks

Climate Change Mitigation: N/A

Climate Change Adaptation: N/A

Financial Matters: N/A

Consultations:

1. DEPARTMENT AND AGENCIES

Municipal and agency requirements have been addressed and implemented through the site plan control approval process, and the registration of a site plan agreement. (File SPC-019/19 registered as Instrument Number CE955828, July 30, 2020).

2. PUBLIC NOTICE

No public notification is required where exemptions are requested, and the development is properly zoned for the permitted use. Nevertheless, notice was published in the Windsor Star.

Conclusion:

The application has been processed and evaluated with regards to both T*he Planning Act* and *The Condominium Act*, as well as the City of Windsor Official Plan, and is in conformity with the zoning regulations and the City of Windsor Official Plan. Municipal requirements regarding this development have been addressed in the site plan control agreement; furthermore, the draft plan of condominium is consistent with the approved site plan (File SPC-019/19) updated, March 11, 2021.

It is recommended that this application for approval be exempted from Section 51 of The Planning Act (per Section 9(3) of The Condominium Act). This means that the

owner can proceed directly to registration following submission of an approved final plan of condominium.

Planning Staff recommend approval of the draft Plan for a period of 3 years.

Planning Act Matters:

I concur with the above comments and opinion of the Registered Professional Planner.

Greg Atkinson, MCIP, RPP — *Manager of Development/ Deputy City Planner*

Thom Hunt, MCIP, RPP — *City Planner*

I am not a registered Planner and have reviewed as a Corporate Team Leader

JP *JM*

Approvals:

Name	Title
Greg Atkinson	Manager of Development/Deputy City Planner
Thom Hunt	City Planner / Executive Director, Planning & Development Services
Aaron Farough	Senior Legal Counsel, Legal Services & Real Estate
Jelena Payne	Commissioner of Economic Development
Joe Mancina	Chief Administration Officer

Notifications:

Name	Address	Email
APPLICANT /OWNER: Seiko Homes Inc., c/o Hessan Habib		
SURVEYOR: Verhaegen Land Surveyors, c/o Roy Simone		
Councillor Jim Morrison		

Appendices:

1 Appendix A, Condo Exemption Letter (dated April 4, 2024)
2 Appendix B, Site Photos (taken April 5, 2024)
3 Appendix C, Approved Site Plan dated March 11, 2021

SEIKO HOMES INC.

851 North Talbot Rd.

Windsor, ON N9G 1M8

MIDTOWN CONDOMINIUM

April 4, 2024

Corporation Of The City Of Windsor

Planning Department

Suite 210, 350 City Hall Square West

Windsor, Ontario N9A 7K6

Attention: Ms. Justina Nwaesei,

Senior Planner-Development

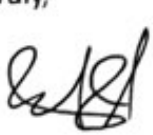
Dear Ms. Nwaesei,

We hereby request exemption from section 9(3) of the Condominium Act. We believe an exemption should be granted as:

1. Site Plan Approval was applied for and granted with a Site Plan Control Agreement dully executed;
2. A Building Permit has been issued;
3. Construction has commenced;

Should you have any questions or require any further information, please feel free to contact myself at your convenience.

Yours truly,



Hessan Habib per: Seiko Homes Inc.

Appendix B, Site Photos (taken April 5, 2024)



View of Building B on the subject site *(under construction)* and abutting uses North & South of the subject site *(Grand Marais Rd. E. R.O.W, existing low profile residential buildings, Grand Marais drain, multi-use trail, office & industrial uses)*; looking west from Elsmere Avenue



View of the east and north walls of Building B, looking west from Elsmere Avenue



View of the west and north walls of Building B, looking east from Grand Marais Road East



View of the east and south walls of Building B, looking west from Elsmere Avenue



View of the north wall of Building B, looking south from Grand Marais Road East

Appendix B, Site Photos (taken April 5, 2024)



View of Grand Marais Drain south of the subject site, looking west from Elsmere Avenue



View of Multi-Use Trail abutting the south side of the Grand Marais Drain, looking west from Elsmere Ave



View of office buildings south of the subject site, looking west from Elsmere Avenue



View of industrial buildings south of the subject site, looking south from Grand Marais



View of existing commercial building *(retail store and Laundromat)* at the southeast corner of Grand Marais & Elsmere intersection, looking east from Grand Marais Rd. E.



View of existing house(s) and Institutional uses *(school and a place of worship)* north side of Grand Marais Rd. E., looking north from Elsmere Ave.

Appendix B, Site Photos (taken April 5, 2024)



View of Building A *(under construction)* on the subject site, looking south from Grand Marais Road East

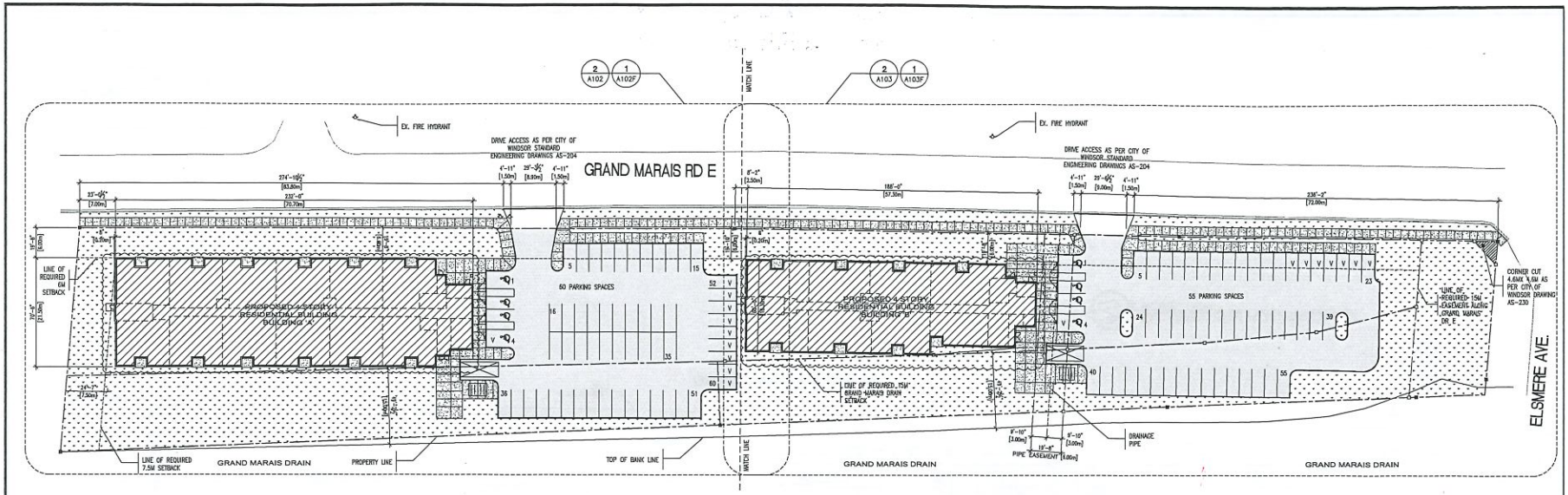


(Photo, looking north)



(Photo, looking northwest)

View of existing residential buildings on the north side of Grand Marais Road East, directly across from the subject site; looking north and northwest from Grand Marais Road East



OVERALL SITE PLAN
SCALE: 1:400

DRAWINGS LIST	
NO.	SHEET NAME
A101	OVERALL SITE PLAN
A102	ENLARGED SITE PLAN – BUILDING "A"
A102F	FIRE DEPARTMENT ACCESS – BUILDING "A"
A103	ENLARGED SITE PLAN – BUILDING "B"
A103F	FIRE DEPARTMENT ACCESS – BUILDING "B"
A201	OVERALL FLOOR PLANS – BUILDING "A"
A202	OVERALL FLOOR PLANS – BUILDING "B"
A401	ELEVATIONS – BUILDING "A"
A402	ELEVATIONS – BUILDING "B"

BUILDING INFORMATION			ZONING DATA	REQUIRED	PROVIDED
BUILDING CLASSIFICATION	3.2.2.45 GROUP C, UP TO 4 STOREYS SPRINKLERED		MINIMUM LOT AREA	7,725 m²	10,807 m²
			MINIMUM LOT FRONTAGE	18 m	30.4 m
FACING STREET	2 – SEE A102F & A103F		SETBACKS		
STAND PIPE SYSTEM	YES		FRONT YARD	6 m	74.6 m
FIRE WALLS	N/A		INTERIOR SIDE YARD	3 m	±12.24 m
PRINCIPAL ENTRY	SEE PLAN		EXTERIOR SIDE YARD	6 m	6 m
PRIMARY FIREFIGHTER'S ENTRY	SEE PLAN		REAR YARD	7.5 m	7.5 m
BARRIER FREE ENTRY	SEE PLAN				
			MAX. LOT COVERAGE	35%	22.4%
BUILDING AREA			MIN. LANDSCAPE SPACE	35%	47.5%
FIRST FLOOR (FOOTPRINT)–BLDG 'A'	1,424 m²				
FIRST FLOOR (FOOTPRINT)–BLDG 'B'	947 m²		MAX. BUILDING HEIGHT	14 m	13.1 m
BUILDING GFA			PARKING		
TOTAL BUILDING GFA – BLDG 'A'	5,351 m²		MULTI. DWELLING WITH >5 UNITS	1.25 SPACES PER UNIT	
TOTAL BUILDING GFA – BLDG 'B'	3,575 m²		BLDG 'A' = 48 UNITS	60	60
			BLDG 'B' = 32 UNITS	40	55
			BARRIER FREE–2% (A) & 2% (B)		
SITE INFORMATION			BLDG 'A'	2 (A) & 2 (B)	2 (A) & 2 (B)
CURRENT ZONING	RD 3.1		BLDG 'B'	1 (A) & 1 (B)	2 (A) & 2 (B)
PROPOSED USE	MULTIPLE DWELLING		VISITOR PARKING–15% OF PROV.		
			BLDG 'A'	9	9
			BLDG 'B'	8	8
			BICYCLE SPACES		
			BLDG 'A'	5	5
			BLDG 'B'	4	4
			LOADING SPACES		
			BLDG 'A' =< 7000 m²	1	1
			BLDG 'B' =< 7000 m²	1	1

LANDSCAPE AREA
ASPHALT SURFACE
CONCRETE SURFACE
BUILDING COVERAGE

B.F. – "BARRIER FREE PARKING" SIGN
F.R. – "FIRE-ROUTE-NO PARKING" SIGN
B.D.O. – "BUS DROP OFF ZONE" SIGN
S.S. – "STOP" SIGN

REFER TO PLAN FOR LOCATION OF ALL SIGNAGE (REVIEW W/ ARCHITECT PRIOR TO FINAL PLACEMENT)

NOTES:
1. REFER TO CIVIL DRAWINGS FOR ALL PAVEMENT MATERIAL PROFILES AND BASE MATERIALS.
2. REFER TO LANDSCAPE PLAN FOR LANDSCAPE INFORMATION.
3. REFER CIVIL DRAWINGS FOR ALL PROPOSED GRADES.
4. ALL CONCRETE APRONS AT EXTERIOR DOOR OPENINGS TO MEET FLUSH (BARRIER FREE).
5. PROVIDE BARRIER FREE CURB DROPS AS INDICATED.

SPAO - JC date 03/11/2021

APPROVED
In accordance with By-Law 11275
CITY OF WINDSOR

Ref. File No.: SPC-019/19 - NTF

HADDAD MORGAN & ASSOCIATES LTD
CONSULTING ENGINEERS
24 Shepherd St. E. Windsor, ON N8X 3J8
(519) 973-1177 hma@haddadmorgan.com

MAR 09, 2021	REVISION TO SPC DRAWINGS
DATE	ISSUED FOR

PROJECT :
GRAND MARAIS DEVELOPMENT

DWG. TITLE :
OVERALL SITE PLAN

DATE	: FEB 2021
SCALE	: 1:400
DESIGNED BY	: WD
DRAWN BY	: SA
CHECKED BY	: WD
APPROVED BY	: WD
PROJECT NO.	: 20-0120

DWG. NO.
A101

THE CITY OF WINDSOR ONTARIO, CANADA

Committee Matters: SCM 146/2024

Subject: Zoning By-Law Amendment Z007-24(ZNG/7181) - Cindy Prince - 3589 Victoria Boulevard, Ward 9

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Mark McKenzie

Decision Number: **DHSC 610**

I. THAT Zoning By-law 8600 **BE AMENDED** by changing the zoning on the lands of Plan 1124, S Part Lot 223 N Part Lot 225 situated on the west side of Victoria Boulevard between Medina St West and Beals St West, and known municipally as 3589 Victoria Boulevard by adding a site-specific exception to Section 20(1) as follows:

X. WEST SIDE OF VICTORIA BOULEVARD BETWEEN BEALS ST WEST AND MEDINA ST WEST

For the 1393 m^2 lands comprising of Plan 1124, S Part Lot 223 N Part Lot 225; despite Section 10.4.5.4 and 10.4.5.8, the following additional regulations shall apply to a *Single Unit Dwelling*:

a) Main Building Height – maximum 10.4 m

b) Gross Floor Area – main building – maximum 675 m^2

Carried.

Report Number: S 51/2024
Clerk's File: Z/14758

Clerk's Note:

1. The recommendation of the Development & Heritage Standing Committee and Administration are the same.

2. Please refer to Item 7.6 from the Development & Heritage Standing Committee held on May 6, 2024.

3. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20240506/-1/10482

Subject: Zoning By-Law Amendment Z007-24(ZNG/7181) - Cindy Prince - 3589 Victoria Boulevard, Ward 9

Reference:

Date to Council: May 6, 2024
Author: Laura Strahl, MCIP, RPP
Senior Planner
T. (519) 255-6543 x 6396
E. lstrahl@citywindsor.ca
Planning & Building Services
Report Date: April 11, 2024
Clerk's File #: Z/14758

To: Mayor and Members of City Council

Recommendation:

I. THAT Zoning By-law 8600 **BE AMENDED** by changing the zoning on the lands of Plan 1124, S Part Lot 223 N Part Lot 225 situated on the west side of Victoria Boulevard between Medina St West and Beals St West, and known municipally as 3589 Victoria Boulevard by adding a site-specific exception to Section 20(1) as follows:

X. WEST SIDE OF VICTORIA BOULEVARD BETWEEN BEALS ST WEST AND MEDINA ST WEST

For the 1393 m^2 lands comprising of Plan 1124, S Part Lot 223 N Part Lot 225; despite Section 10.4.5.4 and 10.4.5.8, the following additional regulations shall apply to a *Single Unit Dwelling*:

a) Main Building Height – maximum 10.4 m

b) Gross Floor Area – main building – maximum 675 m^2

Executive Summary:

N/A

Background:

Application Information

Municipal Address: 3589 Victoria Boulevard

Ward: 9

Planning District: South Windsor **Zoning District Map**: 8

Applicant/Agent: Cindy Prince

Owner: Kushal and Krupa Dighe

Submitted Documents

Application Form

Conceptual Site Plan (attached as Appendix A)

Renderings (attached as Appendix B)

Floor Plans (attached as Appendix C)

Proposal:

The applicant proposes to replace the recently demolished single unit dwelling (demolished in 2023) with a new single unit dwelling. The subject property is located within the Residential District 1.4 (RD1.4) zone on Map 8 of Zoning By-law 8600 and is located within the Residential land use designation on Schedule D – Land Use Plan of Volume I of the City of Windsor Official Plan. The proposed dwelling exceeds the maximum building height of 9.0 metres and the maximum gross floor area of 400 square metres stipulated in the RD 1.4 zone, therefore the applicant has applied for a Zoning By-law Amendment.

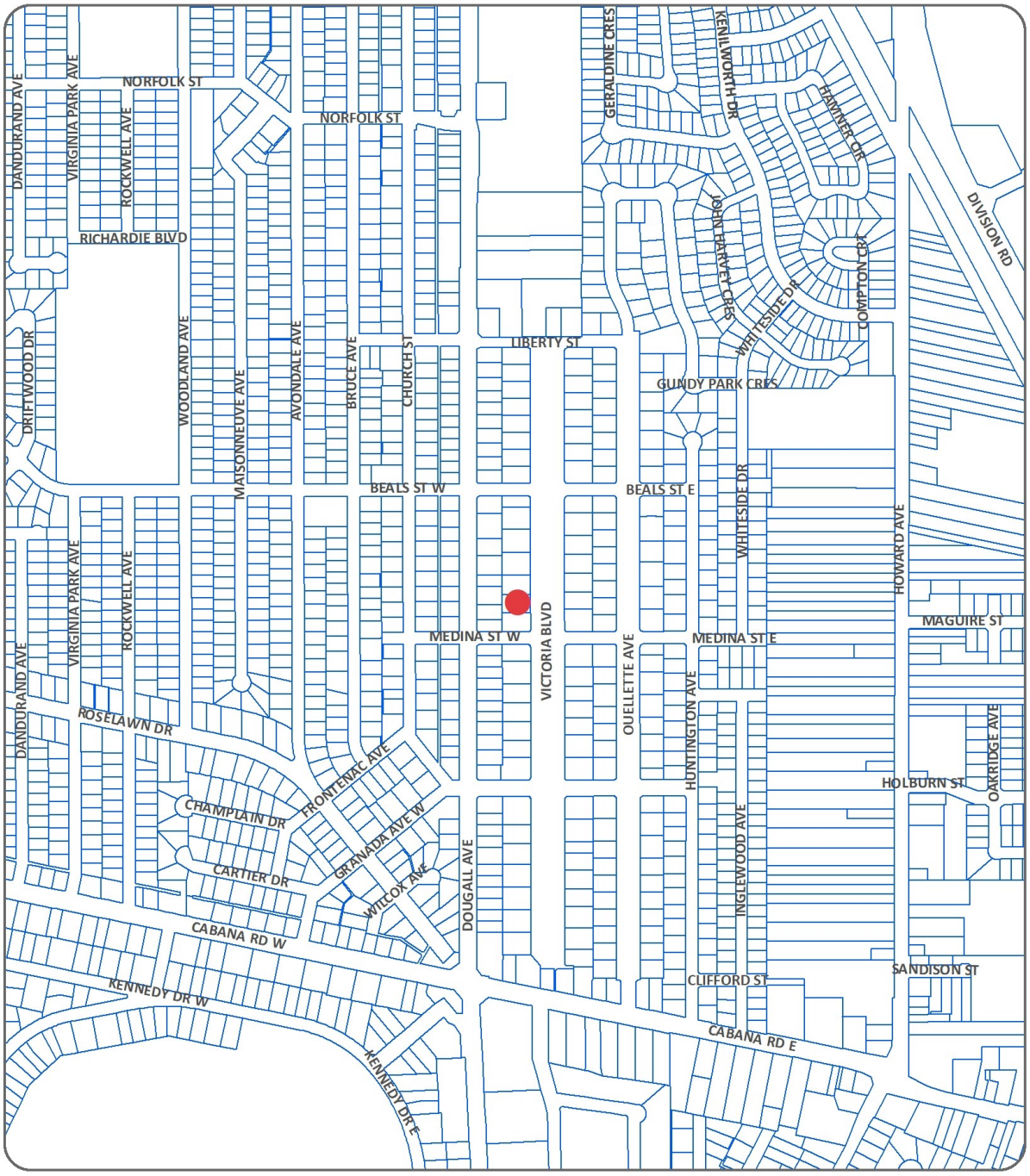
The applicant is requesting maximum building height of 10.4 metres and maximum gross floor area – main building of 647 square metres.

The proposed development is not subject to site plan control.

Site Information

OFFICIAL PLAN	ZONING	CURRENT USE	PREVIOUS USE
Residential	Residential District 1.4 (RD1.4)	Vacant lands (previous single unit dwelling)	Unknown
LOT FRONTAGE	**LOT DEPTH**	LOT AREA	**LOT SHAPE**
30.48 m	45.72m	1393 m^2	Rectangle
All measurements are provided by the applicant and are approximate.			

Figure 1: Key Map



KEY MAP - Z-007/24, ZNG/7181

SUBJECT LANDS

Neighbourhood Description:

The subject parcel is located on the west side of Victoria Boulevard; between Medina Street West and South of Beals Street West. The subject lands are located in the South Windsor Planning Area and the closest major intersection is Dougall Avenue and Cabana Road West.

Site images are provided in Appendix D.

SURROUNDING LAND USE:

The subject property is surrounded by low density residential uses. The properties to the north, south, east and west all contain single unit dwellings.

Public transit is currently available via the Dougall 6 bus route located on Dougall Avenue which connects downtown Windsor to St. Clair College. The closest bus stop is located at Dougall Avenue and Beals Avenue.

MUNICIPAL INFRASTRUCTURE:

- The subject property is located within an established residential area that is serviced by municipal storm and sanitary sewers;
- Victoria Boulevard is separated by a long parklike median;
- The nearest bicycle network facilities are located on Dougall Avenue;
- ENWIN has overhead power distribution wires run along the rear of the property;
- The Dougall 6 bus route runs along Dougall Avenue, one block west of the subject property.
- Victoria Boulevard is designated as a local road,

Figure 2: Subject Parcel – Rezoning



Figure 3: Neighbourhood Map



Discussion:

The proposed single unit dwelling does not require changes to the official plan or the permitted uses in the zoning by-law, however the proposed single unit dwelling exceeds the permitted maximum building height and maximum gross floor area – main building of the zoning by-law category. The maximum building height and maximum gross floor area – main building provisions have recently been amended in Zoning By-law 8600 in most low density residential zones.

On July 11, 2022 Council passed By-law Number 101-2022 to amend Zoning By-law 8600 to reduce the maximum building height from 10m to 9m and add a maximum gross floor area for the main building of 400 square metres. The amendments were a result of the Multi-Residential Interim Control By-law Study (MRICBL) and the MRICBL Study – Background Report (April 20, 2022) prepared by Municipal Planning Consultants outlines the reasoning behind the amendments:

> "*Most of Windsor's low density residential areas are in the R1 and R2 zones. The Zone standards are very common for urban areas; 9 m frontage for singles, 12 m frontage for duplex, lot coverage of 45% and maximum height of 10 m. While these zone standards are typical, they do not reflect the existing built form of many areas. In those neighbourhoods with primarily 1 or 1 1/2 story houses, the By-law permits 3 stories with a flat roof and a building of 486 sq m (5,225 sq ft), excluding the basement. On a 12 m lot the By-law permits up 607 sq m (6530 sq ft). After the Province enacted Bill 108 in 2019, the More Homes, More Choice Act, the City was required to amend its Zoning By-law to permit up to three dwelling units on a single lot. Where a duplex is a permitted use up to six units are now permitted. With the zone regulations described above, it is possible to build a duplex with six units, each unit being over 100 sq m – the typical size for a three bedroom unit. ...There is concern that this size of the buildings and the density are not in character with the neighbourhood. In order to address this issue it is necessary to amend the zoning By-law to limit the size of the buildings, perhaps through greater limits on height and gross floor area*"

Staff recognize that each neighbourhood is unique and that some neighbourhoods contain existing homes that are full two storeys, exceed 9m in height and exceed 400m^2 in gross floor area. Where proposals are submitted in such neighbourhoods, staff have the ability to review the proposal to determine if the proposal is in keeping with the neighbourhood. Proposals can proceed through a Minor Variance or a Zoning By-law Amendment if they are compatible with the existing neighbourhood.

The subject proposal for maximum building height of 10.4m and maximum gross floor area – main building of 675 m^2 does not meet the test for a Minor Variance due to the

magnitude of the request from the gross floor area – main building (400m^2 permitted in Zoning By-law 8600), however, the request results in a single unit dwelling that is compatible with the existing character of the neighbourhood. In this case, a Zoning By-law Amendment is the appropriate process to request permission from the proposed single unit dwelling. More discussion on the compatibility within the existing neighbourhood can be found in the City of Windsor Intensification Guidelines section of this report.

Provincial Policy Statement (2020)

The Provincial Policy Statement (PPS) 2020 provides policy direction on matters of provincial interest related to land use planning and development. The *Planning Act* stipulates that land use decisions shall be consistent with the PPS. The following section highlights relevant policies within the PPS and evaluates the proposal to ensure consistency with the PPS:

Section 1.1 Managing and Directing Land Use to Achieve Efficient and Resilient Development and Land Use Patterns of the PPS stipulates:

1.1.1 Healthy, liveable and safe communities are sustained by:

a) promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term;

The subject proposal is replacing a single unit dwelling that was demolished in 2023. Rebuilding a new dwelling on the subject property makes efficient use of land by making use of existing municipal services.

b) accommodating an appropriate affordable and market-based range and mix of residential types (including single-detached, additional residential units, multi-unit housing, affordable housing and housing for older persons), employment (including industrial and commercial), institutional (including places of worship, cemeteries and long-term care homes), recreation, park and open space, and other uses to meet long-term needs;

The proposed dwelling will contribute to the mix of residential types by creating a market-based single unit dwelling.

c) avoiding development and land use patterns which may cause environmental or public health and safety concerns;

The proposed dwelling is not anticipated to cause environmental or public health and safety concerns.

d) avoiding development and land use patterns that would prevent the efficient expansion of settlement areas in those areas which are adjacent or close to settlement areas;

The proposed dwelling will make efficient use of existing vacant that that is within a settlement area and will not result in settlement area expansion.

e) promoting the integration of land use planning, growth management, transit-supportive development, intensification and infrastructure planning to achieve cost-effective development patterns, optimization of transit investments, and standards to minimize land consumption and servicing costs;

The proposed dwelling is located on a vacant parcel within an established residential neighbourhood on existing municipal services and infrastructure.

f) improving accessibility for persons with disabilities and older persons by addressing land use barriers which restrict their full participation in society;

The proposed dwelling does not propose to add any accessibility barriers as part of the development.

g) ensuring that necessary infrastructure and public service facilities are or will be available to meet current and projected needs;

The proposed dwelling is located within an existing neighbourhood that is serviced by municipal infrastructure and public service facilities, and because the proposed dwelling is replacing a previously demolished dwelling, it will not impact current or projected needs.

h) promoting development and land use patterns that conserve biodiversity; and

The proposed dwelling is replacing a previously demolished dwelling; therefore it will not consume undeveloped land or impact biodiversity. Additionally, the applicant does not propose to remove the mature trees in the front lawn and boulevard as part of the proposed development.

i) preparing for the regional and local impacts of a changing climate

The proposed dwelling is replacing a previously demolished dwelling, therefore the proposal is not anticipated to increase the impacts of a changing climate.

The proposed amendment is consistent with the policies in Section 1.1.1 of the PPS.

Section 1.1.3 Settlement Areas stipulates the following:

1.1.3.1 Settlement areas shall be the focus of growth and development.

1.1.3.2 Land use patterns within settlement areas shall be based on densities and a mix of land uses which:

a) efficiently use land and resources;

b) are appropriate for, and efficiently use, the infrastructure and public service facilities which are planned or available, and avoid the need for their unjustified and/or uneconomical expansion;

c) minimize negative impacts to air quality and climate change, and promote energy efficiency;

d) prepare for the impacts of a changing climate;

e) support active transportation;

f) are transit-supportive, where transit is planned, exists or may be developed; and

g) are freight supportive.

Land use patterns within settlement areas shall also be based on a range of uses and opportunities for intensification and redevelopment in accordance with the criteria in policy 1.1.3.3, where this can be accommodated.

1.1.3.3 Planning authorities shall identify appropriate locations and promote opportunities for transit-supportive development, accommodating a significant supply and range of housing options through intensification and redevelopment where this can be accommodated taking into account existing building stock or areas, including brownfield sites, and the availability of suitable existing or planned infrastructure and public service facilities required to accommodate projected needs.

The proposed amendment makes efficient use of existing vacant land within a settlement area. It proposes a single unit dwelling on land that is serviced by municipal infrastructure and does not require settlement area expansion. The subject amendment is consistent with policies 1.1.3.1 and 1.1.3.2 of the PPS.

Section 1.4 Housing stipulates*:*

1.4 Housing

1.4.3 Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected market-based and affordable housing needs of current and future residents of the regional market area by:

b) permitting and facilitating:

1. all housing options required to meet the social, health, economic and well-being requirements of current and future residents, ...; and

2. all types of residential intensification, including additional residential units, and redevelopment in accordance with policy 1.1.3.3;

c) directing the development of new housing towards locations where appropriate levels of infrastructure and public service facilities are or will be available to support current and projected needs;

The subject proposal will provide a form of housing that is appropriate in terms of range and mix of the existing neighbourhood context and is located where municipal infrastructure and public service facilities are available. The subject amendment is consistent with policies 1.4.3 of the PPS.

Section 1.6 Infrastructure and Public Service Facilities stipulates:

1.6.6.2 Municipal sewage services and municipal water services are the preferred form of servicing for settlement areas to support protection of the environment and minimize potential risks to human health and safety. Within settlement areas with existing municipal sewage services and municipal water services, intensification and redevelopment shall be promoted wherever feasible to optimize the use of the services.

The subject proposal is on lands within an area that is serviced by municipal sewage services and municipal water services. The recommended zoning by-law amendment is consistent with policy 1.6.6.2 of the PPS.

City of Windsor Official Plan

The subject property is located in the Residential land use designation on Schedule D – Land Use Plan of Volume I of the City of Windsor Official Plan. Section 6.3.2.1 stipulates that the low profile and medium profile dwelling units are permitted within the Residential land use designation. A single unit dwelling is considered low profile housing, therefore the proposed use is permitted within the subject land use designation. The official plan provides evaluation criteria for proposed residential within an area having a neighbourhood development pattern:

6.3.2.5 Evaluation Criteria for a Neighbourhood Development Pattern

At the time of submission, the proponent shall demonstrate to the satisfaction of the Municipality that a proposed residential development within an area having a Neighbourhood development pattern is:

(a) feasible having regard to the other provisions of this Plan, provincial legislation, policies and appropriate guidelines and support studies for uses:

(i) within or adjacent to any area identified on Schedule C: Development Constraint Areas and described in the Environment chapter of this Plan;

The subject land is not within or adjacent to any land identified as a development constraint on Schedule C.

(ii) adjacent to sources of nuisance, such as noise, odour, vibration and dust;

The subject land is not adjacent to sources of nuisance.

(iii) within a site of potential or known contamination;

The subject site is not of potential or known contamination.

(iv) where traffic generation and distribution is a provincial or municipal concern; and

Traffic generation and distribution as a result of the development is not a concern.

(v) adjacent to heritage resources.

Properties listed on the Windsor Municipal Heritage Register are located within the same block of the subject property, however they are not directly abutting the subject property. The City of Windsor Heritage Planner has been circulated on the subject proposal and has no objections to the proposal.

(b) in keeping with the goals, objectives and policies of any secondary plan or guideline plan affecting the surrounding area;

(c) In existing neighbourhoods, compatible with the surrounding area in terms of scale, massing, height, siting, orientation, setbacks, parking and amenity areas. In Mature Neighbourhoods as shown on Schedule A-1, compatible with the surrounding area, as noted above, and consistent with the streetscape, architectural style and materials, landscape character and setback between the buildings and streets;

See City of Windsor Intensification Guidelines section below.

(d) provided with adequate off street parking;

The subject proposal provides the required parking spaces on site as set out in Zoning By-law 8600 (one parking pace is required).

(e) capable of being provided with full municipal physical services and emergency services; and

The subject property has full municipal physical services and emergency services.

(f) facilitation a gradual transition from Low Profile residential development to Medium and/or High Profile development and vice versa, where appropriate, in accordance with Design Guidelines approved by Council.

The proposed single unit dwelling is located within other single unit dwellings, therefore this section is not applicable.

The official plan contains policies that provide direction on evaluating zoning by-law amendments in Section 11.6.3:

SECTION 11.6.3 OF OP VOL. 1 – ZONING BY-LAW AMENDMENT POLICIES

AMENDMENTS MUST CONFORM	*11.6.3.1*	*All amendments to the Zoning By-law(s) shall conform with this Plan. The Municipality will, on each occasion of approval of a change to the zoning by-law(s), specify that conformity with the Official Plan is maintained or that the change will be in conformity upon the coming into effect of an amendment to the Official Plan.*
EVALUATION CRITERIA	*11.6.3.3*	*When considering applications for Zoning By-law amendments, Council shall consider the policies of this Plan and will, without limiting the generality of the foregoing, consider such matters as the following:* *(a) The relevant evaluation criteria contained in the Land Use Chapter of this Plan, Volume II: Secondary Plans & Special Policy Areas and other relevant standards and guidelines;* *(b) Relevant support studies;* *(c) The comments and recommendations from municipal staff and circularized agencies;* *(d) Relevant provincial legislation, policies and appropriate guidelines; and* *(e) The ramifications of the decision on the use of adjacent or similar lands.*

The applicant has submitted elevations, renderings, and conceptual floor plans in support of the subject application. No objections were received from relevant departments or agencies. This report outlines the consistency with the PPS. The subject Zoning By-law Amendment application is in conformity with the City of Windsor Official Plan.

City of Windsor Intensification Guidelines (June 2022)

The City of Windsor Intensification Guidelines assist in determining compatible development and defines it as follows: "*Compatible development means development that may not necessarily be the same or similar to the existing buildings in the vicinity,*

but, nonetheless, enhances an established community and coexists with existing development without causing any undue adverse impact on surrounding properties."

The Intensification Guidelines provide general guidelines for modest infill development (single lot infill) in section 2.3. This section stipulates that "*the intent....is to encourage compatible design that does not deviate substantially from an established pattern without requiring an identical design, architectural style, or material palette for every dwelling or building in a neighbourhood*." The existing neighbourhood context provides a mix of custom built homes ranging from homes on the Windsor Municipal Heritage Register that were built in the 1920s to contemporary homes built in the 1960s, 1970s, 1980s and 1990s. The varying architectural styles, design, materials and shapes contributes to the character of the neighbourhood. In addition, setbacks and building orientation are similar, but not uniform. Below are examples of dwellings within the same block of the subject lands and Appendix E contains a graphic showing the proposed building at a similar height to the single unit dwellings directly to the north and directly to the south of the subject lands.













Zoning By-Law 8600

The subject property is located within a Residential District (RD1.4) on Map 8 of Zoning By-law 8600. The current zoning permits single unit dwellings with a maximum building height of 9m and maximum gross floor area – main building of 400m^2 , whereas the applicant proposes a single unit dwelling with a building height of 10.4m and a gross floor area of 675m^2. The subject proposal meets all other provisions (i.e. - lot frontage, lot area, parking, lot coverage and setback provisions) of Zoning By-law 8600.

Site Plan Control

The proposed single unit dwelling is not subject to site plan control.

Consultations:

Comments received from municipal departments and external agencies are attached as Appendix F. Municipal departments have noted no objection to the proposed amendment.

Statutory notice was advertised in the Windsor Star. A courtesy notice was mailed to property owners within 120m of the subject lands.

Risk Analysis:

N/A

Climate Change Risks

Climate Change Mitigation:

The subject proposal makes use of vacant land, located within an existing neighbourhood on existing municipal services, therefore reducing the impacts of climate change by locating within the existing built up area.

Climate Change Adaptation:

N/A

Financial Matters:

N/A

Conclusion:

It's the Planner's opinion that the recommended zoning by-law amendment is consistent with the Provincial Policy Statement 2020 and is in conformity with the City of Windsor Official Plan.

Staff recommend approval of the zoning by-law amendment submitted by Cindy Prince at 3589 Victoria Boulevard to permit the construction of a single unit dwelling with special provisions permitting a maximum building height of 10.4m and a maximum gross floor area – main building of 675m^2.

Planning Act Matters:

Laura Strahl, MCIP, RPP

Senior Planner

I concur with the above comments and opinion of the Registered Professional Planner.

Greg Atkinson, MCIP, RPP — *Thom Hunt, MCIP, RPP*

Deputy City Planner — City Planner

I am not a registered Planner and have reviewed as a Corporate Team Leader

JP JM

Approvals:

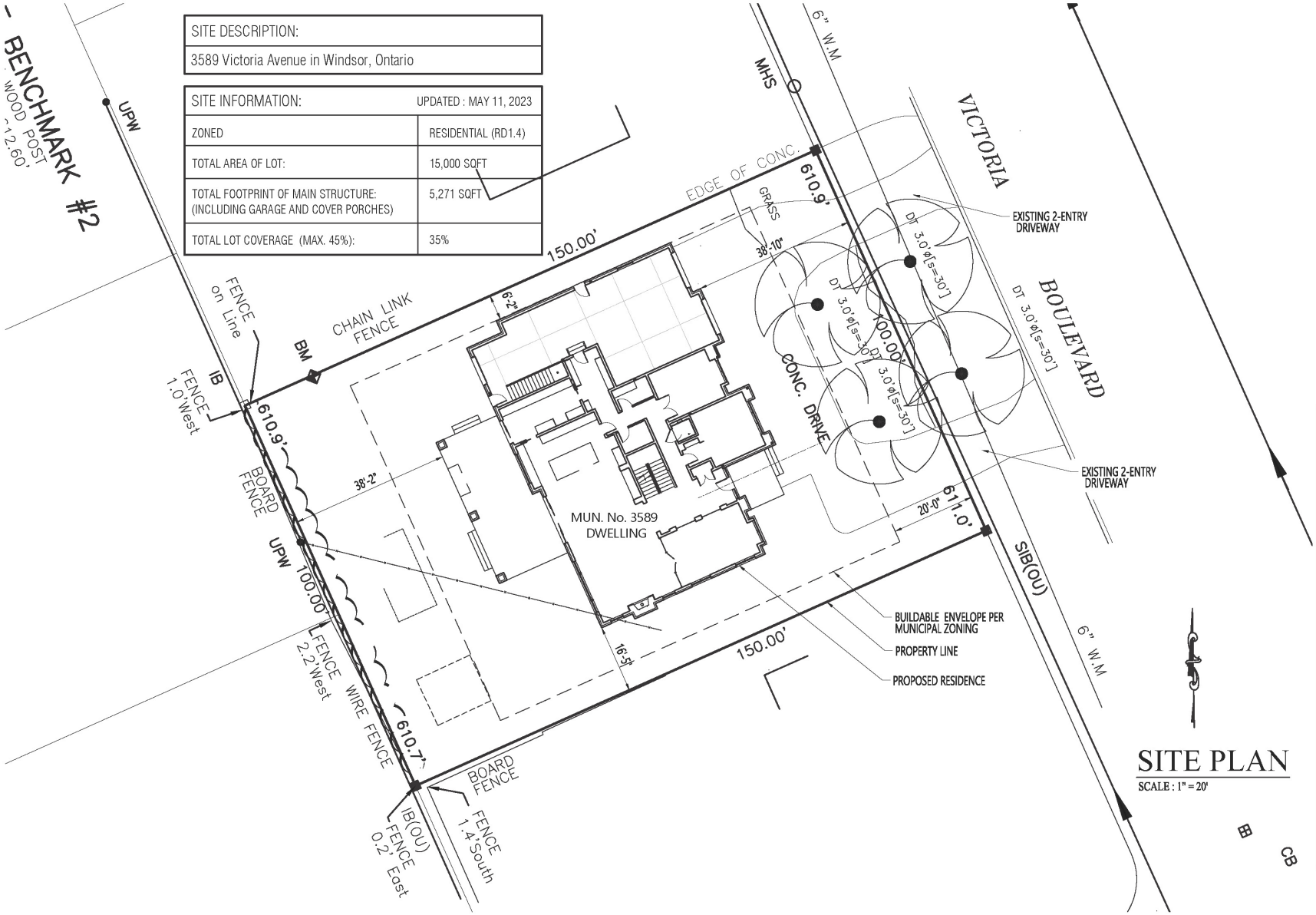
Name	Title
Jason Campigotto	Deputy City Planner – Growth (A)
Greg Atkinson	Deputy City Planner - Development
Aaron Farough	Senior Legal Counsel
Jelena Payne	Commissioner of Economic Development
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

1 Appendix A - Conceptual Site Plan
2 Appendix B - Rendering
3 Appendix C - Floor Plans
4 Appendix D – Site Images
5 Appendix E - Proposed Height
5 Appendix F - Comments



SITE DESCRIPTION:	
3589 Victoria Avenue in Windsor, Ontario	

SITE INFORMATION:	UPDATED : MAY 11, 2023
ZONED	RESIDENTIAL (RD1.4)
TOTAL AREA OF LOT:	15,000 SQFT
TOTAL FOOTPRINT OF MAIN STRUCTURE: (INCLUDING GARAGE AND COVER PORCHES)	5,271 SQFT
TOTAL LOT COVERAGE (MAX. 45%):	35%

SITE PLAN
SCALE : 1" = 20'

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EMAIL: LINOARCH@GMAIL.COM

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OCTOBER 22, 2023



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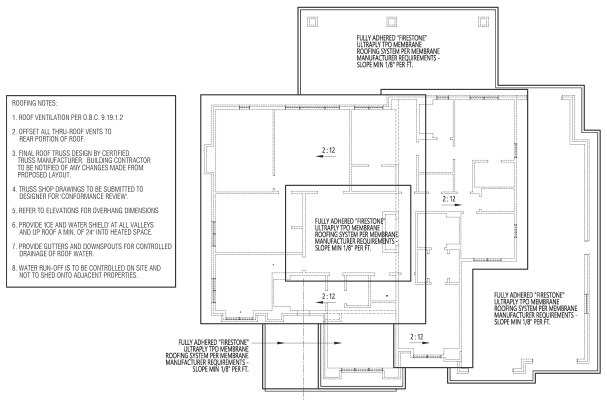
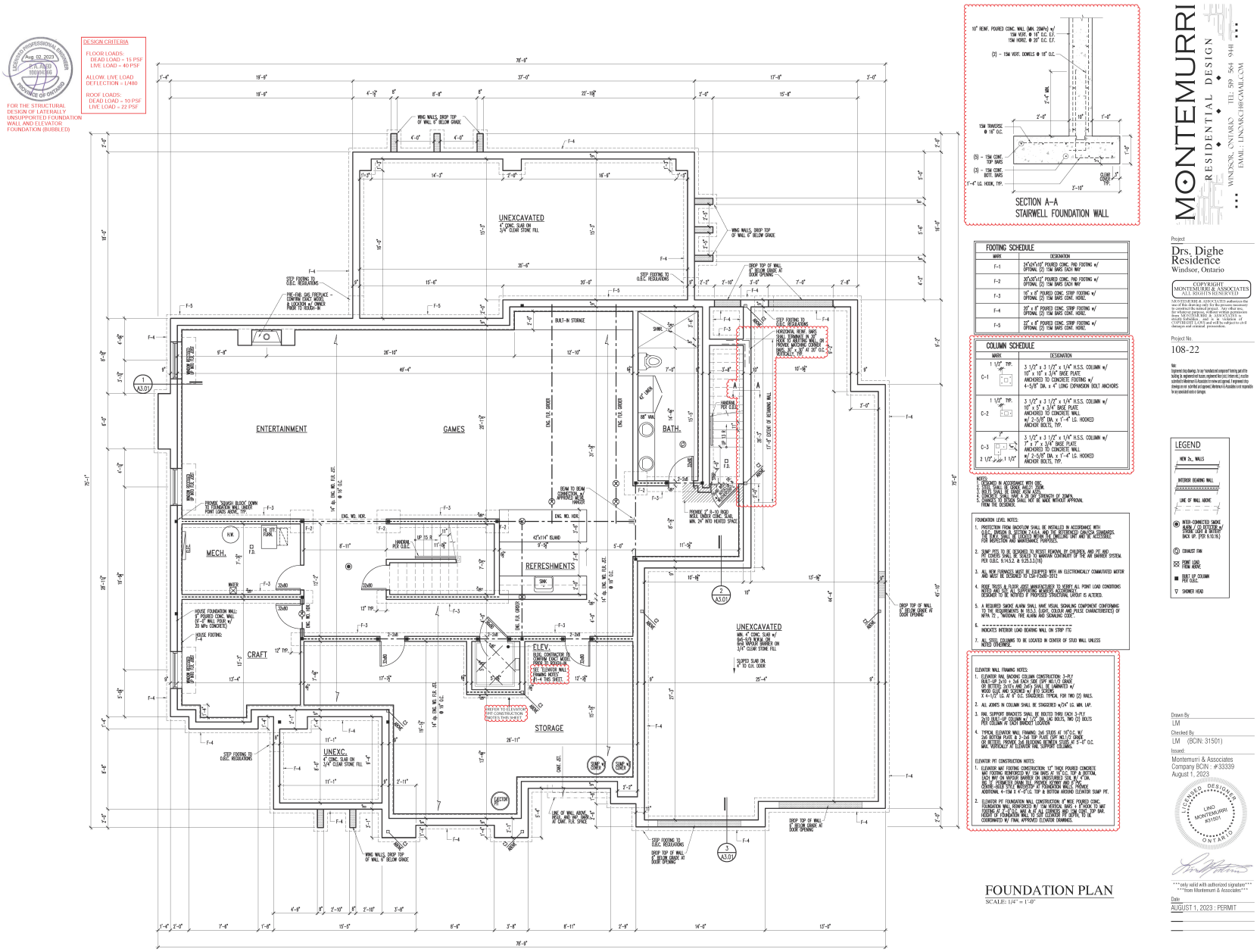
Windsor, Ontario


FULLY ADHERED "FIRESTONE" ULTRAPLY TPO MEMBRANE ROOFING SYSTEM PER MEMBRANE MANUFACTURER REQUIREMENTS - SLOPE MIN 1/8" PER FT.



FOOTING SCHEDULE	
MARK	DESIGNATION
F-1	24"x24"x12" POURED CONC. PAD FOOTING w/ OPTIONAL (2) 15M BARS EACH WAY
F-2	30"x30"x12" POURED CONC. PAD FOOTING w/ OPTIONAL (2) 15M BARS EACH WAY
F-3	24" x 8" POURED CONC. STRIP FOOTING w/ OPTIONAL (2) 15M BARS CONT. HORIZ.
F-4	30" x 8" POURED CONC. STRIP FOOTING w/ OPTIONAL (2) 15M BARS CONT. HORIZ.
F-5	32" x 8" POURED CONC. STRIP FOOTING w/ OPTIONAL (2) 15M BARS CONT. HORIZ.

COLUMN SCHEDULE		
MARK		DESIGNATION
C-1	1 1/2" TYP.	3 1/2" x 3 1/2" x 1/4" H.S.S. COLUMN w/ 10" x 10" x 3/4" BASE PLATE ANCHORED TO CONCRETE FOOTING w/ 4–5/8" DIA. x 4" LONG EXPANSION BOLT ANCHORS
C-2	1 1/2" TYP.	3 1/2" x 3 1/2" x 1/4" H.S.S. COLUMN w/ 10" x 5" x 3/4" BASE PLATE ANCHORED TO CONCRETE WALL w/ 2–5/8" DIA. x 1'-4" LG. HOOKED ANCHOR BOLTS, TYP.
C-3	2 1/2" 1 1/2"	3 1/2" x 3 1/2" x 1/4" H.S.S. COLUMN w/ 7" x 7" x 3/4" BASE PLATE ANCHORED TO CONCRETE WALL w/ 2–5/8" DIA. x 1'-4" LG. HOOKED ANCHOR BOLTS, TYP.

NOTES:
1. DESIGNED IN ACCORDANCE WITH OBC.
2. STEEL SHALL BE GRADE A992/A1 300W.
3. BOLTS SHALL BE GRADE A325 ASTM A325.
4. CONCRETE SHALL HAVE A 28 DAY STRENGTH OF 32MPA.
5. CHANGES TO DESIGN SHALL NOT BE MADE WITHOUT APPROVAL FROM THE DESIGNER.

FOUNDATION LEVEL NOTES:
1. PROTECTION FROM BACKFLOW SHALL BE INSTALLED IN ACCORDANCE WITH O.B.C. DIVISION B, ARTICLE 7.4.10.4. (A), (B) OR (C) APPROVED DAMLOOP STANDARDS. THE BACKFLOW PREVENTER SHALL BE LOCATED IN THE BASEMENT UNIT AND BE ACCESSIBLE FOR INSPECTION AND MAINTENANCE PURPOSES.
2. SUMP PITS TO BE SEPARATED TO ACCEPT REMOVAL OF PUMPING AND PIT AND PIT COVERS SHALL BE SEALED TO MAINTAIN CONTINUITY OF THE AIR BARRIER SYSTEM. PER O.B.C. 9.14.5.2. & 9.25.3.3.(1)(f)
3. ALL NEW FURNACES MUST BE EQUIPPED WITH AN ELECTRONICALLY COMMUTATED MOTOR AND MUST BE DESIGNED TO CSA-F2400-2013
4. ROOF TRUSS & FLOOR JOIST MANUFACTURER TO VERIFY ALL POINT LOAD CONDITIONS (WALLS AND POSTS) SUPPORTING BEARING ASSEMBLIES. DESIGNED TO BE REVIEWED IF PROPOSED STRUCTURAL LAYOUT IS ALTERED.
5. A REQUIRED SMOKE ALARM SHALL HAVE VISUAL SIGNALING COMPONENT CONFORMING TO THE REQUIREMENTS IN 18.5.3. (LIGHT, COLOR AND PULSE CHARACTERISTICS) OF NFPA 72 , "NATIONAL FIRE ALARM AND SIGNALING CODE".
6. INDICATES INTERIOR LOAD BEARING WALL ON STRIP FTG.
7. ALL STEEL COLUMNS TO BE LOCATED IN CENTER OF STUD WALL UNLESS NOTED OTHERWISE.

ELEVATOR WALL FRAMING NOTES:
1. ELEVATOR DAL BACKING COLUMN CONSTRUCTION: 3-PLY BUILT-UP 2x10 + 2x6 EACH SIDE (OPP WALL) GRADE GU BETTER. 2x10's AND 2x6's SHALL BE LAMINATED w/ WOOD CLIP AND SCREWED w/ #12 SCREWS. X 4'-1/2" LG. AT 8" O.C. STAGGERED. TYPICAL FOR TWO (2) WALLS.
2. ALL JOINTS IN COLUMN SHALL BE STAGGERED w/24" LG. MIN. LAP.
3. RAIL SUPPORT BRACKETS SHALL BE BOLTED THRU EACH 3-PLY BUILT-UP COLUMN AT 7'-0" O.C. (4) BOLTS, TWO (2) BOLTS PER COLUMN AT EACH BRACKET LOCATION.
4. TYPICAL ELEVATOR WALL FRAMING: 2x6 STUDS AT 16" O.C. w/ 2x6 BOTTOM PLATE & 2-2x6 TOP PLATE (OPP WALL) GRADE GU BETTER. PROVIDE 2x6 BLOCKING BETWEEN STUDS AT 6'-0" O.C. MAX. VERTICALLY AT ELEVATOR DOOR SUPPORT COLUMNS.

ELEVATOR PIT CONSTRUCTION NOTES:
1. ELEVATOR MAT FOOTING CONSTRUCTION: 12" THICK POURED CONCRETE MAT FOOTING REINFORCED W/ 15M BARS AT 18" O.C. TOP & BOTTOM, EACH WAY ON MYLAR BARRIER ON UNDISTURBED SOIL W/ 4" CM. BED. 12" REINFORCED CONCRETE SLAB TO BE POURED AND SET FLUSH WITH CENTRE-REED STYLE WATERSTOP AT FOUNDATION WALLS. PROVIDE ADDITIONAL 4-15M X 4'-0" LG. TOP & BOTTOM AROUND ELEVATOR SUMP PIT.
2. ELEVATOR PIT FOUNDATION WALL CONSTRUCTION: 8" MIN. POURED CONC. FOUNDATION WALL REINFORCED W/ 15M VERTICAL BARS @ 12" O.C. MAX. CENTRE AT 2" FROM INSIDE FACE OF WALL. PROVIDE 15M DOWELS TO MAT FOOTING AT 24" O.C. MAX. & AT ALL CORNERS AND CLOSE TO SUMP PIT. HEIGHT OF FOUNDATION WALL TO SUIT ELEVATOR PIT DEPTH. TO BE COORDINATED W/ FINAL APPROVED ELEVATOR DRAWINGS.

LEGEND
- NEW 2x_ WALLS
- INTERIOR BEARING WALL
- LINE OF WALL ABOVE
- HARD-WIRED SMOKE ALARM / CO DETECTOR w/ BATTERY BACK UP. (PER 9.10.19.)
- EXHAUST FAN
- POINT LOAD FROM ABOVE
- BUILT UP COLUMN PER O.B.C.
- SHOWER HEAD

MONTEMURRI RESIDENTIAL DESIGN
WINDSOR, ONTARIO TEL: 519 564 9441
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Note:
Engineered shop drawings, for any mechanical component forming part of the building to be engineered and sealed, engineered floor joist, trusses etc, must be submitted to Montemurri & Associates for review and approval. If engineered shop drawings are not submitted and approved, Montemurri & Associates is not responsible for any associated costs or damages.

Drawn By
LM
Checked By
LM (BCIN: 31501)
Issued:
Montemurri & Associates
Company BCIN : # 33339
August 1, 2023

LICENSED DESIGNER LINO MONTEMURRI #31501 ONTARIO

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from Montemurri & Associates

Date
AUGUST 1, 2023 : PERMIT

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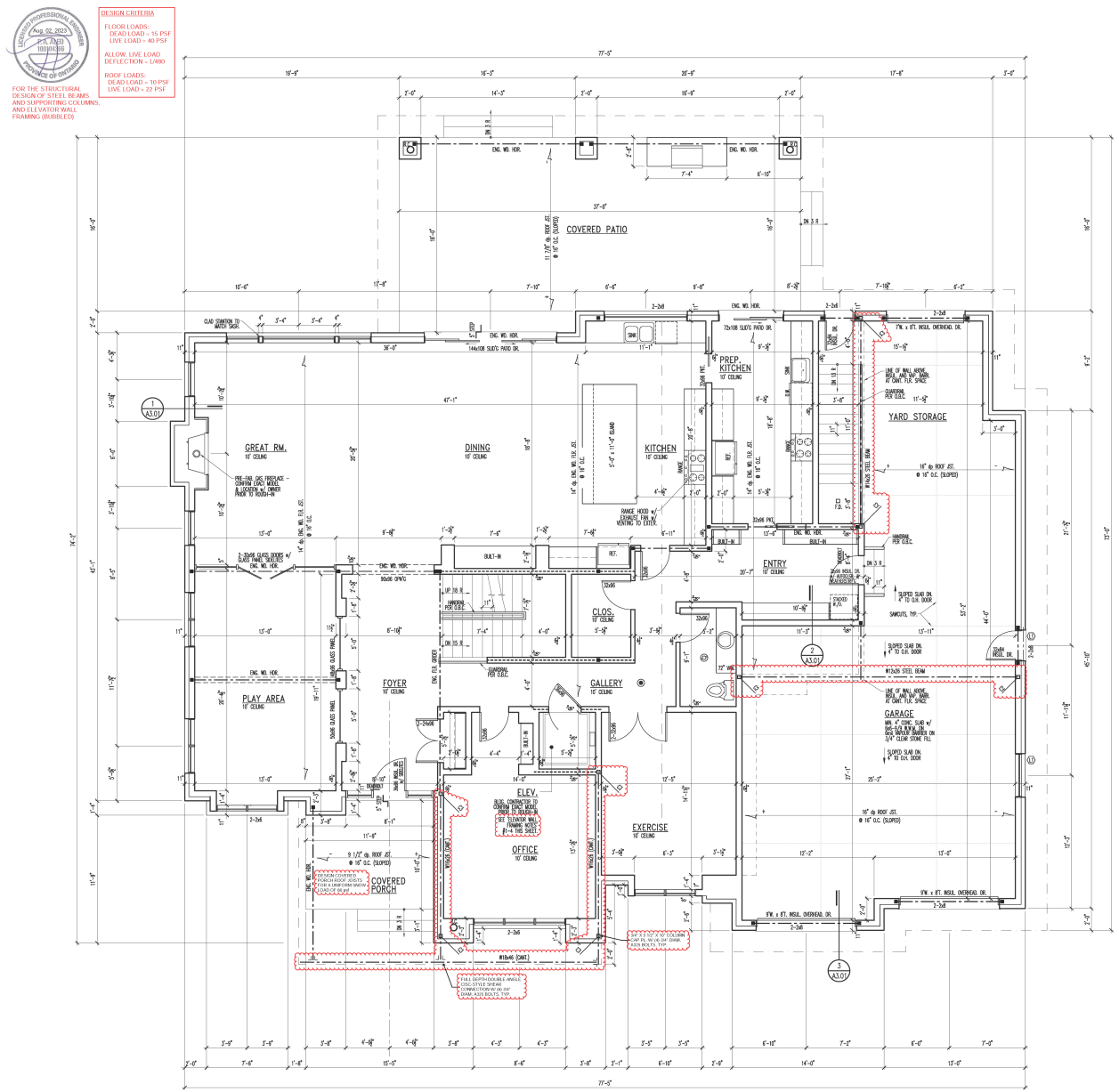

STEEL LINTEL SCHEDULE

STEEL ANGLE LINTELS FOR MASONRY
(Table 9.20.5.2.B)

LINTEL SIZE	TAG	MAX. CLEAR SPAN	
		3 1/2" BRICK	4" STONE
3 1/2" x 3 1/2" x 1/4"	L1	8'-1"	7'-9"
4" x 3 1/2" x 1/4"	L2	8'-8"	8'-2"
4 7/8" x 3 1/2" x 5/16"	L3	10'-10"	10'-1"
4 7/8" x 3 1/2" x 3/8"	L4	11'-5"	10'-8"
4 7/8" x 3 1/2" x 1/2"	L5	11'-8"	10'-11"

FLOORPLAN NOTES:

1. ALL EXTERIOR ENTRY DOORS TO COMPLY w/ SECTION 9.6.8. OF THE OBC "RESISTANCE TO FORCED ENTRY"
2. PROVIDE IN THE MAIN BATHROOM SOLID WALL REINFORCEMENT FOR THE FUTURE USE OF "GRAB BARS" PER SECTION 9.5.2.3.(1)
3. CLOTHES DRYERS AND EXHAUST FANS TO EXHAUST TO EXTERIOR W/ NON-COMBUSTIBLE DUCT
4. ROOF TRUSS & FLOOR JOIST MANUFACTURER TO ADD ALL ADDITIONAL BRACING NEEDED AND SIZE ALL FLOOR JOISTS AND ROOF TRUSSES ACCORDINGLY TO BE WITHIN 5" DEFLECTION LIMITED TO ALLOWED.
5. A REQUIRED SMOKE ALARM SHALL HAVE VISUAL SIGNALING COMPONENT CONFORMING TO THE REQUIREMENTS IN SB.5.3. (LIGHT, COLOUR AND PULSE CHARACTERISTICS OF NFPA 72, NATIONAL FIRE ALARM AND SIGNALING CODE."
6. INDICATES INTERIOR LOAD BEARING WALL FRAMING
7. ALL STEEL COLUMNS TO BE LOCATED IN CENTER OF STUD WALL UNLESS NOTED OTHERWISE.
8. MILLWORK AND BUILT-INS SHOWN ARE SCHEMATIC. FINAL MILLWORK DESIGN BY MILLWORK MANUFACTURER.

ELEVATOR WALL FRAMING NOTES:

1. ELEVATOR RAIL BACKING COLUMN CONSTRUCTION 3-PLY BUILT-UP 2x10 + 2x6 EACH SIDE (SPF NO.1/2 GRADE OR BETTER) 2x10's AND 2x6's SHALL BE LAMINATED w/ WOOD GLUE AND SCREWED w/ #10 SCREWS @ 4-1/2" LG. AT 8" O.C. STAGGERED. TYPICAL FOR TWO (2) WALLS.
2. ALL JOINTS IN COLUMN SHALL BE STAGGERED w/3/4" LG. MIN. LAP.
3. RAIL SUPPORT BRACKETS SHALL BE BOLTED THRU EACH 3-PLY 2x10 BUILT-UP COLUMN w/ 1/2" Ø HILTI SDS BOLTS, TWO (2) BOLTS PER COLUMN AT EACH BRACKET LOCATION.
4. TYPICAL ELEVATOR WALL FRAMING: 2x6 STUDS AT 16" O.C. W/ DBL TOP PLATES & 2x6 SILL PLATE (SPF NO.1/2 GRADE OR BETTER) ALL SECURED TO CONCRETE SLAB BELOW AT 3'-0" O.C. MAX. W/HILTI KWIK BOLT TZ ELEVATOR RAIL SUPPORT LOCATIONS.

ELEVATOR PIT CONSTRUCTION NOTES:

1. ELEVATOR MAT FOOTING CONSTRUCTION: 12" THICK POURED CONCRETE MAT FOOTING REINFORCED W/ 15M BARS AT 18" O.C. TOP & BOTTOM EACH WAY ON MINIMUM BARRIER ON UNDISTURBED SOIL W/ 4" DIA. PVC 'U' PERIMETER DRAIN TILE PROVIDE KEYWAY AND 2" DIA. CEMENT-FILLED STEEL WATERSTOP AT FOUNDATION WALLS. PROVIDE ADDITIONAL 4-15M X 4'-0" LG. TOP & BOTTOM AROUND ELEVATOR SUMP PIT.
2. ELEVATOR PIT FOUNDATION WALL CONSTRUCTION: 8" MIN. POURED CONC. FOUNDATION WALL REINFORCED W/ 15M VERTICAL BARS @ 12"O.C. TO ANY HEIGHT OF FOUNDATION WALL "H" FOR ELEVATOR PIT DEPTH UP TO 12" DEEP. HEIGHT OF FOUNDATION WALL "H" FOR ELEVATOR PIT DEPTH 12" TO 18" COORDINATED W/ FINAL APPROVED ELEVATOR DRAWINGS.

FINISHED FLOOR AREA:		UPDATED AUGUST 1, 2023
1st LEVEL FLOOR	=	2,770 SQ.FT.
2nd LEVEL FLOOR	=	2,780 SQ.FT.
TOTAL FINISHED	=	5,550 SQ.FT.

LEGEND

- NEW 2x_ WALLS
- INTERIOR BEARING WALL
- LINE OF WALL ABOVE
- HARD-WIRED SMOKE ALARM / CO DETECTOR w/ BATTERY BACK UP. (PER 9.10.19.)
- EXHAUST FAN
- POINT LOAD FROM ABOVE
- BUILT UP COLUMN PER O.B.C.
- SHOWER HEAD

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EMAIL: LINZ4GC1@GMAIL.COM

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Checked By
LM (BCIN: 31501)
Issued:
Montemurri & Associates
Company BCIN : # 33339
August 1, 2023

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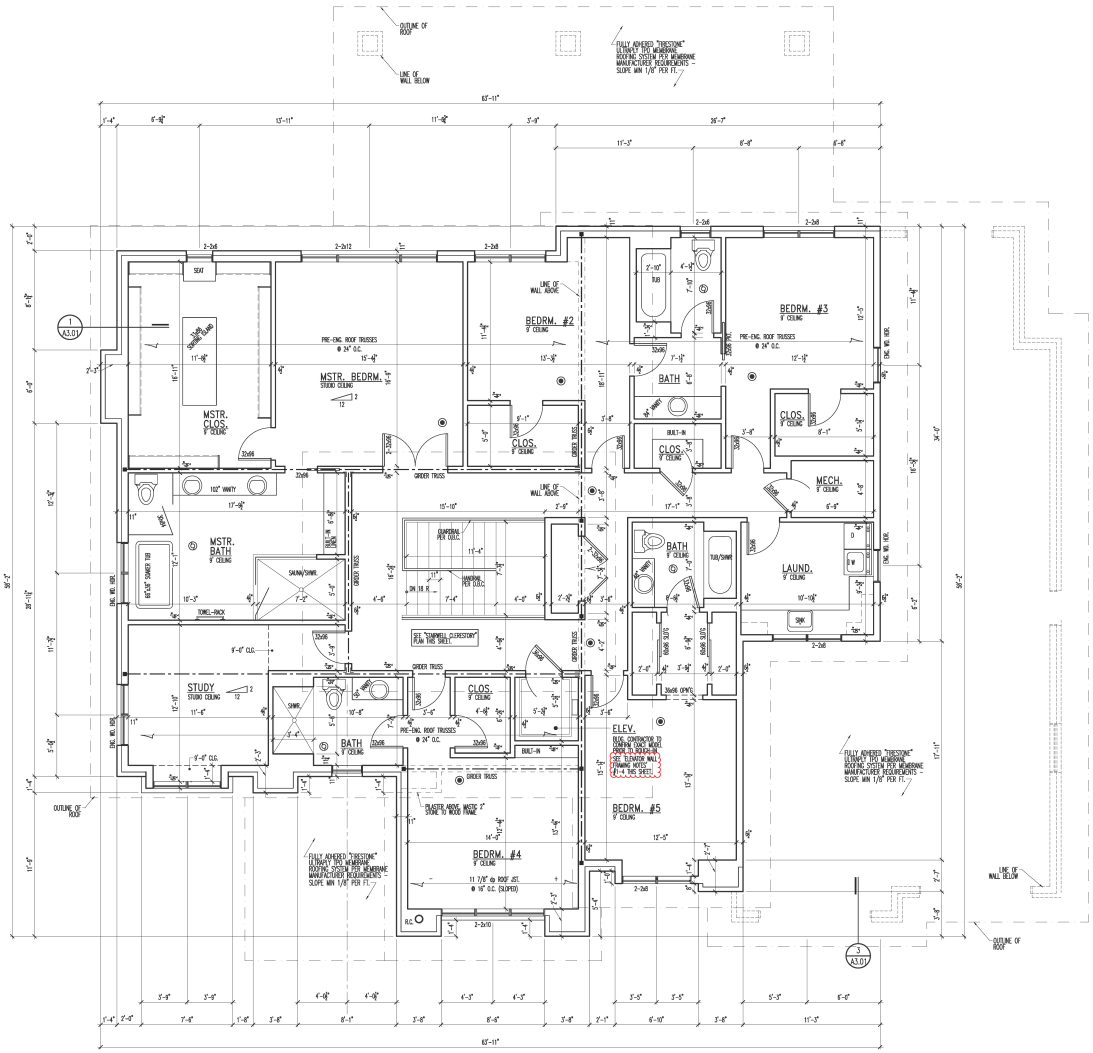
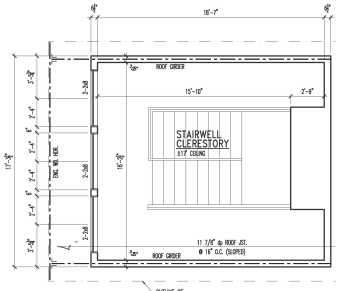


2nd LEVEL FLOOR PLAN

SCALE: 1/4" = 1'-0"



STAIRWELL CELERSTORY

SCALE: 1/4" = 1'-0"

FLOORPLAN NOTES:

1. ALL EXTERIOR ENTRY DOORS TO COMPLY w/ SECTION 9.6.6. OF THE OBC 'RESISTANCE TO FORCED ENTRY'
2. BRONZE IN THE SHAW BATHROOM SEAM WALL REINFORCEMENT FOR THE FUTURE USE OF GRAB BARS' PER SECTION 9.5.2.1.(1)
3. CLOTHES DRYERS AND EXHAUST FANS TO EXHAUST TO EXTERIOR BY NON-COMBUSTIBLE DUCT
4. ROOF TRUSS & FLOOR JOIST MANUFACTURER TO VERIFY ALL POINT LOAD REACTIONS NOTED AND SIZE OF BEARING WALLS PRIOR TO CONSTRUCTION. NOT TO BE ALTERED IF STRUCTURAL LAYOUT is ALTERED.
5. A REQUIRED SMOKE ALARM SHALL HAVE VISUAL SIGNALING COMPONENT CONFORMING TO THE REQUIREMENTS OF NFPA 72, NATIONAL FIRE ALARM AND SIGNALING CODE."
6. ---------- INDICATES INTERIOR LOAD BEARING WALL FRAMING
7. ALL STEEL COLUMNS TO BE LOCATED IN CENTER OF STUD WALL UNLESS NOTED OTHERWISE.
8. MILLWORK AND BUILT-INS SHOWN ARE SCHEMATIC. FINAL MILLWORK DESIGN BY MILLWORK MANUFACTURER.

ELEVATOR WALL FRAMING NOTES:

1. ELEVATOR RAIL BACKING COLUMN CONSTRUCTION: 3-PLY BUILT-UP 2x10 w 2x6 EACH SIDE (SPF NO.1/2 GRADE OR BETTER, 2x10's AND 2x6's SHALL BE LAMINATED w/ WOOD GLUE AND SCREWED w/ #10 SCREWS @ 6-1/2" O.C. AT 8" O.C. STAGGERED. TYPICAL FOR TWO (2) SHAFTS.
2. ALL JOINTS IN COLUMN SHALL BE STAGGERED w/24" I.S. MIN. LAP.
3. RAIL SUPPORT BRACKETS SHALL BE BOLTED THRU EACH 3-PLY 2x10 BUILT-UP COLUMN w/ 1/2" DIA. LAG BOLTS, TWO (2) BOLTS PER COLUMN AT EACH BRACKET LOCATION
4. TYPICAL ELEVATOR WALL FRAMING: 2x6 STUDS AT 16"O.C. W/ 2x6 BOTTOM PLATE & 2-2x6 TOP PLATE (SPF NO.1/2 GRADE OR BETTER), PROVIDE 2nd BLOCKING BETWEEN STUDS AT 3'-0" O.C. MAX. VERTICALLY AT ELEVATOR RAIL SUPPORT COLUMNS.

ELEVATOR PIT CONSTRUCTION NOTES:

1. ELEVATOR PIT FOOTING CONSTRUCTION: 12" THICK POURED CONCRETE MAT FOOTING REINFORCED W/ 15M BARS AT 12"O.C. TOP & BOTTOM, EACH WAY ON HYPOUR BARRIER ON UNDISTURBED SOIL W/ 4" DIA. ØØ.C. ELEVATOR SUMP PIT. PROVIDE 4"ø WEEPING AND 3" CONTROL-JOINT TYPE WATERSTOP AT FOUNDATION WALLS. PROVIDE ADDITIONAL 4-15M X 4'-0" LG. TOP & BOTTOM AROUND ELEVATOR SUMP PIT.
2. ELEVATOR PIT FOUNDATION WALL CONSTRUCTION: 9" MIN. POURED CONC. FOUNDATION WALL REINFORCED W/ 15M VERTICAL BARS @ 8"HOOK TO MAT FOOTING AT 2'-0" O.C. MAX. & AT ALL CORNERS PER 15M CURT. TOP ONE HOOUT OF FOUNDATION WALL TO CUT ELEVATOR PIT LEVEL, TO BE COORDINATED W/ FINAL APPROVED ELEVATOR DRAWINGS.

LEGEND

- NEW 2x_ WALLS
- INTERIOR BEARING WALL
- LINE OF WALL ABOVE
- INTER-CONNECTED SMOKE ALARM / CO DETECTOR w/ VISUAL SIGN & BATTERY BACK UP. (PER 9.10.19.)
- EXHAUST FAN
- POINT LOAD FROM ABOVE
- BUILT UP COLUMN PER O.B.C.
- SHOWER HEAD

LICENSED PROFESSIONAL ENGINEER Aug. 02, 2023 PROVINCE OF ONTARIO

FOR THE STRUCTURAL DESIGN OF ELEVATOR WALL FRAMING (BUBBLED)

DESIGN CRITERIA

FLOOR LOADS:
DEAD LOAD = 15 PSF
LIVE LOAD = 40 PSF

ALLOW. LIVE LOAD DEFLECTION = L/480

ROOF LOADS:
DEAD LOAD = 10 PSF
LIVE LOAD = 22 PSF

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EMAIL: LINZ4GG1@GMAIL.COM

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Project No.
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Drawn By
LM

Checked By
LM (BCIN: 31501)

Issued:
Montemurri & Associates
Company BCIN : #33339
August 1, 2023

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Date
AUGUST 1, 2023 : PERMIT

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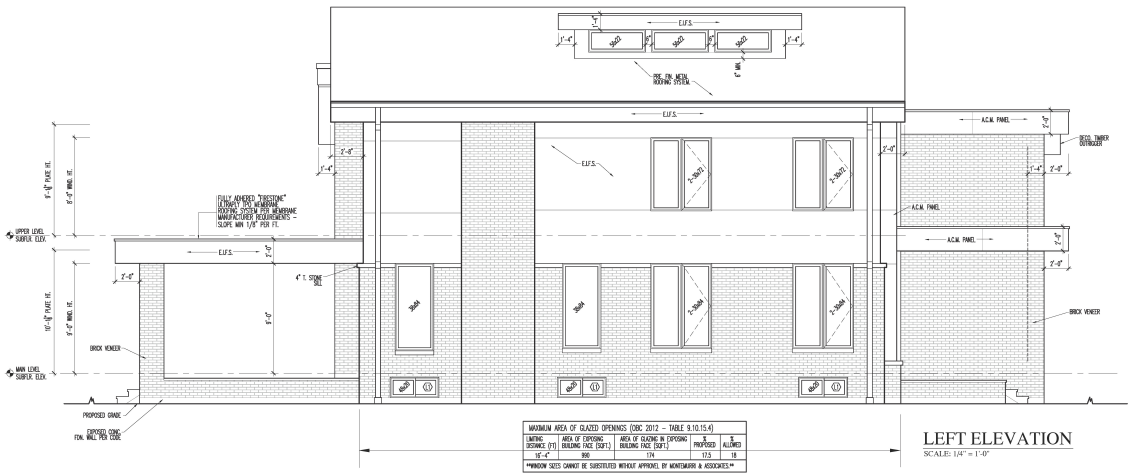


MAXIMUM AREA OF GLAZED OPENINGS (OBC 2012 – TABLE 9.10.15.4)				
LIMITING DISTANCE (FT)	AREA OF EXPOSING BUILDING FACE (SQFT.)	AREA OF GLAZING IN EXPOSING BUILDING FACE (SQFT.)	% PROPOSED	% ALLOWED
19'-4"	866	174	17.5	18

WINDOW SIZES CANNOT BE SUBSTITUTED WITHOUT APPROVAL BY MONTEMURRI & ASSOCIATES.

LEFT ELEVATION
SCALE: 1/4" = 1'-0"

B. COMPLIANCE OPTION		PROJECT: DIGHE RESIDENCE
☒ SB-12 PRESCRIPTIVE [SB-12 – 2.1.1.]	NOTE: SECTIONS CURRENTLY DEPICT SB-12 COMPLIANCE PACKAGE "A1" TABLE 3.1.1.2.A	
☐ SB-12 PERFORMANCE* [SB-12 – 2.1.2.]	* ATTACH ENERGY PERFORMANCE CALCULATIONS USING AN APPROVED SOFTWARE	
☐ ENERGY STAR* [SB-12 – 2.1.3.]	* ATTACH EEP FORM	
☐ ENERGUIDE 80*	* HOUSE MUST BE EVALUATED BY NRCAN ADVISOR AND MEET A RATING OF 80	

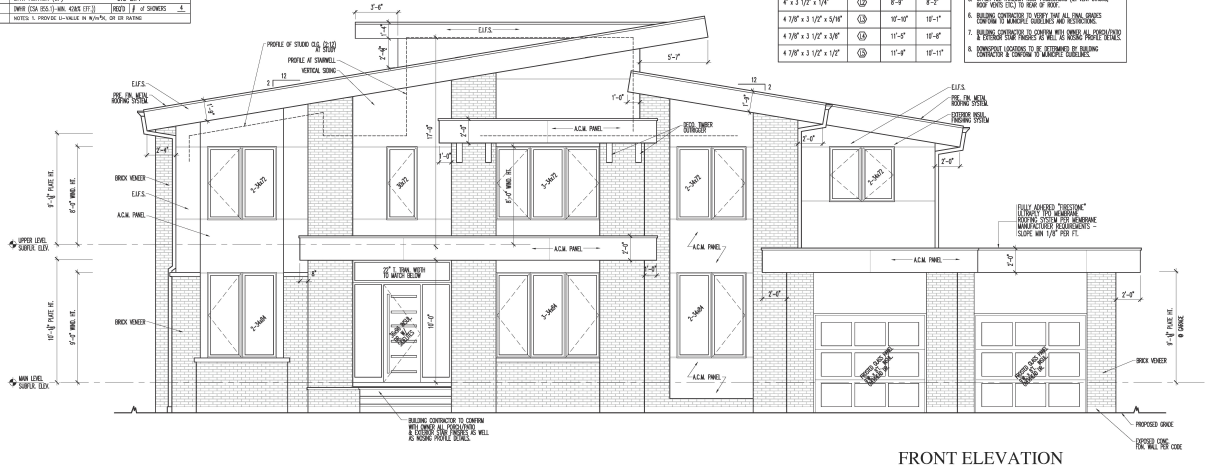
C. PROJECT DESIGN CONDITIONS			
CLIMATE ZONE (SB-12):	HEATING EQUIPMENT EFFICIENCY	SPACE HEATING FUEL SOURCE	
☒ ZONE 1 (≤ 5000 DEGREE DAYS)	☒ ≥ 92% AFUE	☒ GAS ☐ PROPANE ☐ SOLID FUEL	
☐ ZONE 2 (≥ 5000 DEGREE DAYS)	☐ ≥ 84% ≤ 92% AFUE	☐ OIL ☐ ELECTRIC ☐ EARTH ENERGY	
WINDOWS+SKYLIGHTS+GLASS DOORS		OTHER BUILDING CONDITIONS	
AREA OF WALLS = 518.5 SQ.M.		☐ 10" BASEMENT ☐ WALKOUT BASEMENT ☐ LOG/POSTANDBEAM	
AREA OF W, S & G = 94.4 SQ.M.	W, S & G % = 18.2%	☐ 10" ABOVE GRADE ☐ SLAB ON GROUND ☒ AIR CONDITIONING	

D. BUILDING SPECIFICATIONS (PROVIDED VALUES ARE MARKED OF THE ENERGY EFFICIENCY COMPONENTS PROPOSED, AS ATTACH ENERGY STAR EEP FORM)			
BUILDING COMPONENT	RSI / R VALUES	BUILDING COMPONENT	EFFICIENCY RATINGS
THERMAL INSULATION		WINDOWS & DOORS[1]	
CEILING WITH ATTIC SPACE	R60	WINDOWS/SLIDING GLASS DOORS	U-VALUE 0.28
CEILING WITHOUT ATTIC SPACE	R31	SKYLIGHTS	U-VALUE 0.49
EXPOSED FLOOR	R31	MECHANICALS	
WALLS ABOVE GRADE	R22	SPACE HEATING EQUIP.[2]	96% MIN.
BASEMENT WALLS	R20c	HRV EFFICIENCY (%)	75%
SLAB (EDGE ONLY @ 600mm BELOW GRADE)	R10	DHW HEATER (EF)	0.8 E.F.
SLAB (EDGE ONLY @ 600mm BELOW GRADE, OR HEATED)	R12	DHWR (CSA B55.1)-MIN. #GMS (EF.))	HE2TE / # of SHOWERS 4
		NOTES 1. PROVIDE U-VALUE IN W/m²K, OR ER RATING	

NOTE: AS PER SB-12 R-VALUES ARE BASED ON MECH. DESIGNER ENVELOP. REQUIRED R-VALUES TO MEET MECH. DESIGNERS SB-12 COMPLIANCE SHALL SUPERCEDE ANY POSTED R-VALUES IN THE EVENT A POSTED R-VALUE IS INSUFFICIENT.

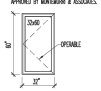
STEEL LINTEL SCHEDULE			
STEEL ANGLE LINTELS FOR MASONRY (Table 9.20.5.2.B)			
LINTEL SIZE	TAG	MAX. CLEAR SPAN	
		3 1/2" BRICK	4" STONE
3 1/2" x 3 1/2" x 1/4"	L1	8'-1"	7'-9"
4" x 3 1/2" x 1/4"	L2	8'-9"	8'-2"
4 1/8" x 3 1/2" x 5/16"	L3	10'-10"	10'-1"
4 1/8" x 3 1/2" x 3/8"	L4	11'-5"	10'-8"
4 7/8" x 3 1/2" x 1/2"	L5	11'-9"	11'-0"

ELEVATION NOTES:
1. ALL EXTERIOR ENTRY DOORS TO COMPLY w/ SECTION 9.6.6. OF THE OBC "RESISTANCE TO FORCED ENTRY"
2. DOWNSPOUTS TO SPLASH TO GRADE IN ACCORDANCE WITH APPROVED LOT GRADING PLAN UNLESS HAZARD EXISTS.
3. ROOF VENTILATION PER O.B.C 9.19.1.2
4. ROOF TRUSS & FLOOR JOIST MANUFACTURES TO VERIFY ALL ROOF & FLOOR LOADS PRIOR TO ORDERING & FABRICATION. ALL MANUFACTURERS SHOP DRAWINGS & STAMPED ENGINEERED DRAWINGS SHALL BE SUBMITTED TO MONTEMURRI & ASSOCIATES FOR REVIEW PRIOR TO INSTALLATION OF PROPOSED STRUCTURAL LAYOUT IS ALTERED.
5. OFFSET ALL THROUGH-ROOF PROJECTIONS (IE. VENT STACKS, ROOF VENTS ETC.) TO REAR OF ROOF.
6. BUILDING CONTRACTOR TO VERIFY THAT ALL FINAL GRADES CONFORM TO MUNICIPAL GUIDELINES AND RESTRICTIONS.
7. BUILDING CONTRACTOR TO CONFIRM WITH OWNER ALL EXPOSED & EXTERIOR STONE FINISHES AS WELL AS MISSING PROFILE DETAILS.
8. DOWNSPOUT LOCATIONS TO BE DETERMINED BY BUILDING CONTRACTOR & CONFORM TO MUNICIPAL GUIDELINES.



FRONT ELEVATION
SCALE: 1/4" = 1'-0"

WINDOW NOTES:
1. ALUM. CLAD WOOD WINDOW w/ PAINT GRADE INTERIOR.
2. SEE ELEVATIONS FOR FRAME SIZES.
3. VERIFY SASH COLOUR WITH OWNER.
4. VERIFY WINDOWS FINISH WITH OWNER.
5. PERFORMANCE TO MEET CRITERIA SET WITHIN SUPPLEMENTARY STANDARD SB-12 TABLE 2.1.2.A COMPLIANCE PACKAGE "A"
6. WINDOW SIZES SHOWN HAVE BEEN USED FOR CALCULATION OF SIZES AND MAX. AREA OF GLAZED OPENINGS IN EXTERIOR WALL. SIZES ARE NOT BE CHANGED WITHOUT WRITTEN APPROVED BY MONTEMURRI & ASSOCIATES.



MONTEMURRI
RESIDENTIAL DESIGN
WINDSOR, ONTARIO TEL: 519 564 9441
EMAIL: LINO.MG1@GMAIL.COM

Project
Drs. Dighe Residence
Windsor, Ontario

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Project No.
108-22

Note:
Engineered shop drawings, for any manufactured component bearing seal of the building or engineered houses, engineered floor joist, trusses etc. must be submitted to Montemurri & Associates for review and approval. If engineered shop drawings are not submitted and approved, Montemurri & Associates is not responsible for any associated costs or damages.

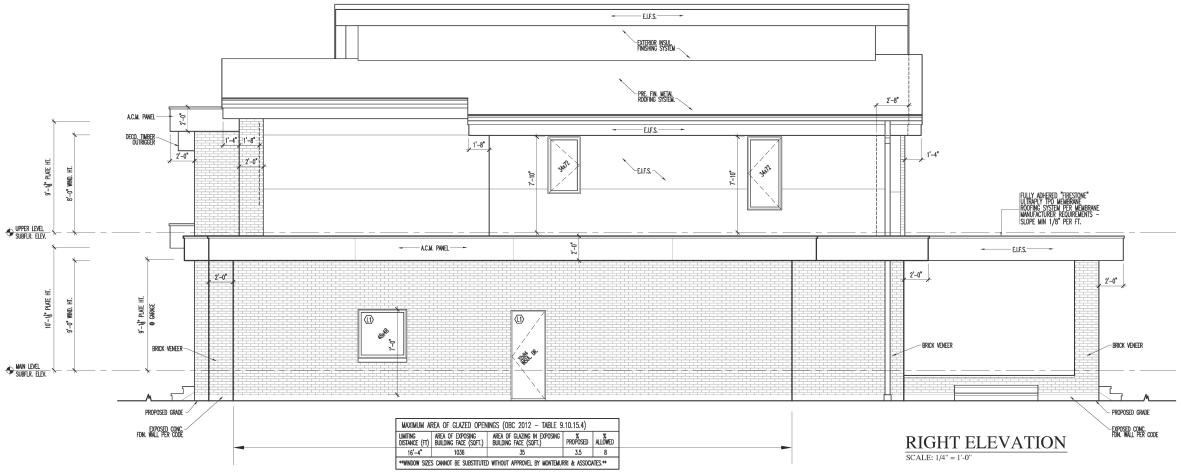
Drawn By
LM
Checked By
LM (BCIN: 31501)
Issued:
Montemurri & Associates
Company BCIN: # 33339
August 1, 2023

LICENSED DESIGNER LINO MONTEMURRI #31501 ONTARIO

only valid with authorized signature
from Montemurri & Associates

Date
AUGUST 1, 2023 : PERMIT

Sheet No.
A-2.01



MAXIMUM AREA OF GLAZED OPENINGS (OBC 2012 – TABLE 9.10.15.4)				
LIMITING DISTANCE (m)	AREA OF EXPOSING BUILDING FACE (SQ.M.)	AREA OF GLAZING IN EXPOSING BUILDING FACE (SQ.M.)	% PROPOSED	% ALLOWED
10'-4"	1006	35	3.5	9

WINDOW SIZES CANNOT BE SUBSTITUTED WITHOUT APPROVAL BY MONTEMURRI & ASSOCIATES.

RIGHT ELEVATION
SCALE: 1/4" = 1'-0"

STEEL LINTEL SCHEDULE			
STEEL ANGLE LINTELS FOR MASONRY (Table 9.20.5.2.B)			
LINTEL SIZE	TAG	MAX. CLEAR SPAN	
		3 1/2" BRICK	4" STONE
3 1/2" x 3 1/2" x 1/4"	L1	8'-1"	7'-4"
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4 7/8" x 3 1/2" x 5/16"	L3	10'-10"	10'-1"
4 7/8" x 3 1/2" x 3/8"	L4	11'-5"	10'-8"
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ELEVATION NOTES:
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3. ROOF VENTILATION PER O.B.C. 9.19.1.2
4. ROOF TRUSS & FLOOR JOIST MANUFACTURES TO VERIFY ALL LOAD BEARING WALLS AND BEAM SIZES. ALL SUPPORTING BEARING LOCATIONS ARE SUBJECT TO BE MODIFIED IF PROPOSED STRUCTURAL LAYOUT IS ALTERED.
5. OFFSET ALL THROUGH-ROOF PROJECTIONS (IE. VENT STACKS, ROOF VENTS ETC.) TO REAR OF ROOF.
6. BUILDING CONTRACTOR TO VERIFY THAT ALL FINAL GRADES CONFORM TO MUNICIPAL GUIDELINES AND RESTRICTIONS.
7. BUILDING CONTRACTOR TO CONFIRM WITH OWNER ALL DOWSPUTTERS & EXTERIOR STAIR TREADS AS WELL AS MISSING PROFILE DETAILS.
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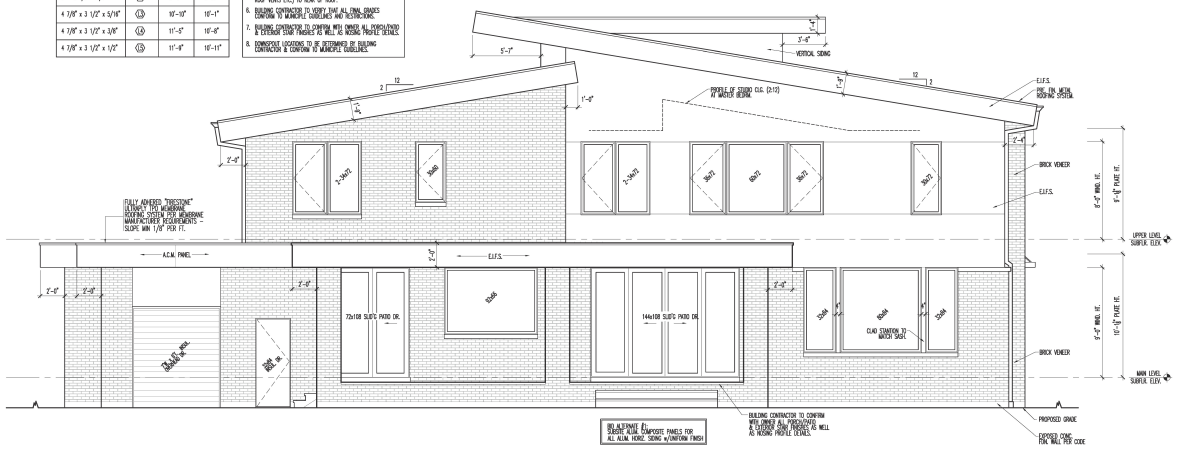

REAR ELEVATION
SCALE: 1/4" = 1'-0"

WINDOW NOTES:
1. ALUM. CLAD WOOD WINDOW w/ PAINT GRADE INTERIOR.
2. SEE ELEVATIONS FOR FRAME SIZES.
3. VERIFY SASH COLOUR WITH OWNER.
4. VERIFY WINDOWSILL FINISH WITH OWNER.
5. PERFORMANCE TO MEET CRITERIA SET WITHIN SUPPLEMENTARY STANDARD SB-12 TABLE 2.1.2.A COMPLIANCE PACKAGE "J"
6. WINDOW SIZES SHOWN HAVE BEEN USED FOR CALCULATION OF % SIZE AND MAX. AREA OF GLAZED OPENINGS IN EXTERIOR WALL SIZES ARE NOT BE CHANGED WITHOUT WRITTEN APPROVED BY MONTEMURRI & ASSOCIATES.



MONTEMURRI
RESIDENTIAL DESIGN
WINDSOR, ONTARIO TEL: 519 564 9441
EMAIL: LINDA@CLI86@GMAIL.COM

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Windsor, Ontario

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Project No.
108-22

Note:
Engineered shop drawings, by any manufactured component framing specified or building by engineered trusses, engineered floor joist, timbers etc. must be submitted to Montemurri & Associates for review and approval. If engineered shop drawings are not submitted and approved, Montemurri & Associates is not responsible for any associated costs or damages.

Drawn By
LM
Checked By
LM (BCIN: 31501)
Issued:
Montemurri & Associates
Company BCIN: # 33339
August 1, 2023

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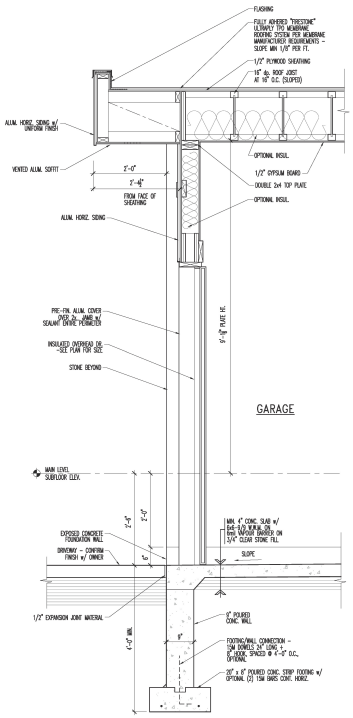
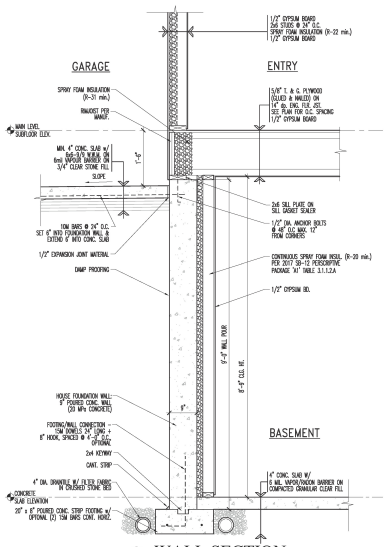
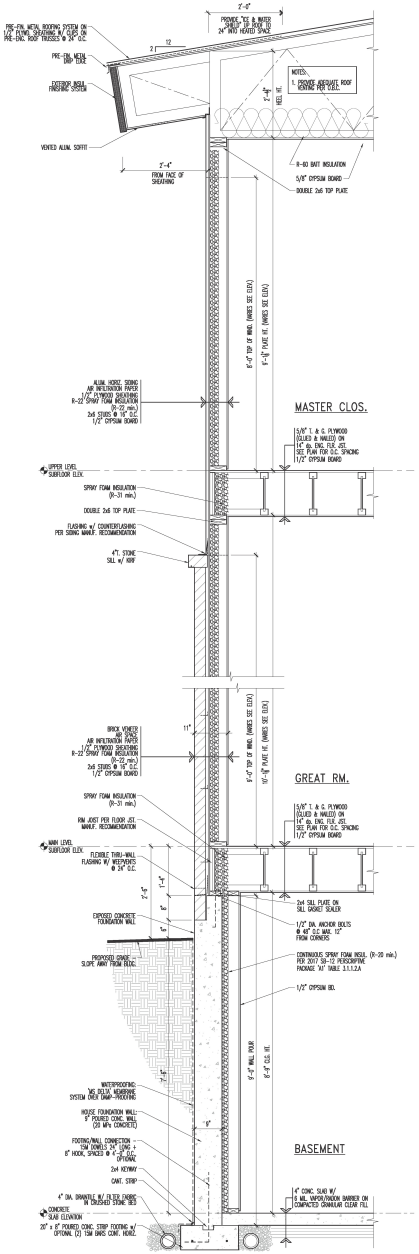
A-2.02



3 / A3.01 WALL SECTION
SCALE: 3/4" = 1'-0"



2 / A3.01 WALL SECTION
SCALE: 3/4" = 1'-0"



1 / A3.01 WALL SECTION
SCALE: 3/4" = 1'-0"

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Project No.
108-22

Note:
Engineered shop drawings, for any manufactured component forming part of the building, to be engineered and sealed by a Professional Engineer registered in the province of Ontario. Such drawings are to be submitted to Montemurri & Associates for review and approval. If engineered shop drawings are not submitted and approved, Montemurri & Associates is not responsible for any associated costs or damages.

Drawn By
LM

Checked By
LM (BCIN: 31501)

Issued:
Montemurri & Associates
Company BCIN: # 33339
August 1, 2023

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Date
AUGUST 1, 2023 : PERMIT

Sheet No.
A-3.01

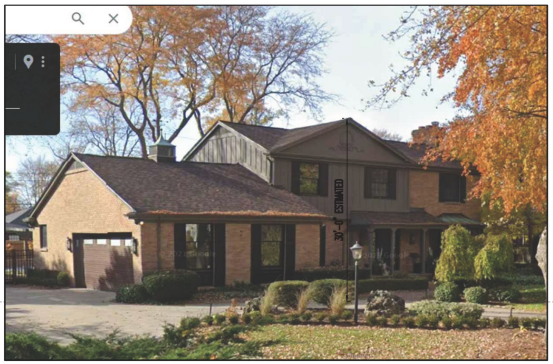
Appendix D – Current Site Image

3589 Victoria Boulevard









ESTIMATED BUILDING HT. COMPARISON

APPENDIX F – CONSULTATION

BUILDING – MIRELLA ALLISON

The proposed plan for a single unit dwelling meets 9.10.15. Spatial Separation Between Houses requirements of Part 9 of the Ontario Building Code. A complete plan review will be done when an application is submitted for a building permit.

FIRE – MICHAEL COSTE

No issue from fire.

ZONING – ANA LUKAS

- **Current Zoning Designation:** Residential District 1.4 (RD1.4)
- **Proposed Zoning Designation:** Residential District 1.4 (RD1.4) with special provisions

The proposed development doesn't meet the Zoning By-law 8600 as follows:

- **Maximum Main Building Height:** (10.4.5.4)
  - 9.0 m (Required)
  - Building height not provided on submitted drawing (Provided)
- **Maximum Gross Floor Area – Main Building:** (10.4.5.8)
  - 400 m2 (Required)
  - 647 m2 (Provided)

HERITAGE – KRISTINA TANG

There is no apparent built heritage concern with this property and it is located on an area of low archaeological potential.

Nevertheless, the Applicant should be notified of the following archaeological precaution.

1. Should archaeological resources be found during grading, construction or soil removal activities, all work in the area must stop immediately and the City's Planning & Building Department, the City's Manager of Culture and Events, and the Ontario Ministry of Citizenship and Multiculturalism must be notified and confirm satisfaction of any archaeological requirements before work can recommence.
2. In the event that human remains are encountered during grading, construction or soil removal activities, all work in that area must be stopped immediately and the site secured. The local police or coroner must be contacted to determine whether or not the skeletal remains are human, and whether the remains constitute a part of a crime scene. The Local police or coroner will then notify the Ontario Ministry of Citizenship and Multiculturalism and the Registrar at the Ministry of Government and Consumer Services if needed, and notification and satisfactory confirmation be given by the Ministry of Citizenship and Multiculturalism.

Contacts:

Windsor Planning & Building Department:

519-255-6543 x6179, ktang@citywindsor.ca, planningdept@citywindsor.ca

Windsor Manager of Culture and Events:

Michelle Staadegaard, (O) 519-253-2300x2726, (C) 519-816-0711, mstaadegaard@citywindsor.ca

Ontario Ministry of Citizenship and Multiculturalism

Archaeology Programs Unit, 1-416-212-8886, Archaeology@ontario.ca

Windsor Police: 911

Ontario Ministry of Government & Consumer Services

A/Registrar of Burial Sites, War Graves, Abandoned Cemeteries and Cemetery Closures, 1-416-212-7499, Crystal.Forrest@ontario.ca

ENWIN

HYDRO ENGINEERING: **Zachary Mancini**
No Objection to Re-Zoning.

WATER ENGINEERING: **Bruce Ogg**
Water Engineering has no objections.

From: Matthew Romain <[redacted]>
Sent: Friday, April 19, 2024 3:23 PM
To: clerks <clerks@citywindsor.ca>
Subject: Regarding amendment to zoning by-law 8600, file # ZNG/7181 Z-007/24 Location: 3589 Victoria Blvd.

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Development & Heritage Standing Committee,

My wife and I own and reside at [redacted] adjacent to the property subject to the proposed zoning change. We are "back-yard neighbours".

We have read the request and have no objection to the proposed amendment.

Yours sincerely,

Matthew Romain,
[redacted]

Regarding amendment to zoning by-law 8600, file # ZNG/7181 Z-007/24
Location: 3589 Victoria Blvd.

Committee Matters: SCM 145/2024

Subject: Official Plan Amendment and Zoning By-law Amendment Applications for 835 Tecumseh Road East, 2148 Marentette Avenue, and 2175 Parent Avenue, Z-006/24 [ZNG-7179] & OPA 184 [OPA-7180], Ward 4

Moved by: Councillor Fred Francis
Seconded by: Councillor Angelo Marignani

Decision Number: **DHSC 609**

I. THAT Schedule "A" of Volume I: The Primary Plan of the City of Windsor Official Plan **BE AMENDED** by designating Lots 59 & 60, Part of Lot 1, & Part of Closed Alley, Plan 908; Part of Lots 23 & 24, Plan 140, known municipally as 835 Tecumseh Road East, 2148 Marentette Avenue, and 2175 Parent Avenue; shown as the *Area of Development* on Appendix A; situated on the southeast corner of Marentette Avenue and Tecumseh Road East as a Special Policy Area.

II. THAT the City of Windsor Official Plan, Volume II, Chapter 1 - Special Policy Areas, **BE AMENDED** by adding site specific policies as follows:

1.xx. Southeast Corner of Marentette Avenue and Tecumseh Road East

1.xx.1 The property described as Lots 59 & 60, Part of Lot 1, & Part of Closed Alley, Plan 908; Part of Lots 23 & 24, Plan 140, known municipally as 835 Tecumseh Road East, 2148 Marentette Avenue, and 2175 Parent Avenue, situated on the southeast corner of Marentette Avenue and Tecumseh Road East, is designated on Schedule A: Planning Districts & Policy Areas in Volume I - The Primary Plan.

1.xx.2 Notwithstanding Section 6.5.3.3(a) of the City of Windsor Official Plan, Volume I, Chapter 6 - Land Use:

a) A Medium Profile residential development shall have a building height of no less than 14.0 metres and no more than 26.0 metres.

III. THAT Zoning By-law 8600 **BE AMENDED** by changing the zoning for the lands located on the southeast corner of Marentette Avenue and Tecumseh Road East, described as Lots 59 & 60, Part of Lot 1, & Part of Closed Alley, Plan 908; Part of Lots 23 & 24, Plan 140 [PIN No. 01322-0389 LT (in part)], shown as the *Area of Development* on Appendix A, from Commercial District 3.3 (CD3.3) in part and Residential District 1.3 (RD1.3), to Residential District 3.2 (RD3.2), subject to additional regulations:

501. SOUTHEAST CORNER OF MARENTETTE AVENUE AND TECUMSEH ROAD EAST

(1) For the lands comprising of Lots 59 & 60, Part of Lot 1, & Part of Closed Alley, Plan 908; Part of Lots 23 & 24, Plan 140, PIN No. 01322-0389 LT (in part), and delineated by a heavy blue line on Schedule 2, attached to By-law xxx-2024, the following shall apply:

1. Main Building Height - minimum 14.0 m

2. A minimum of 80.0% of the north and west faces of the first and second floors not occupied by windows, doors, or HVAC infrastructure shall have an exterior finish of brick, textured concrete, and/or stone.

3. Side Yard Width from the north limit of Lot 61 & Part of Closed Alley, Plan 908, PIN No. 01322-0359 LT - minimum. 20.0 m

4. A parking area is prohibited in a front yard and an exterior side yard, save and except for an access area or collector aisle necessary for providing access to a parking area from Marentette Avenue.

5. Notwithstanding Section .3 of Table 25.5.20.1, a minimum separation of 2.00 metres shall be provided from a parking area to the north limit of Lot 61 & Part of Closed Alley, Plan 908, PIN No. 01322-0359 LT.

[ZDM 7; ZNG/7179]

IV. THAT, at the discretion of the City Planner, Deputy City Planner, or Site Plan Approval Officer, the following **BE SUBMITTED** with an application for Site Plan Approval:

a. Environmental Noise Assessment Report, prepared by Akoustik Engineering Limited, dated August 24, 2023.
b. Existing Tree Inventory & Preservation Plan, prepared by Bezaire Partners, sealed on June 29, 2023.
c. Planning Rationale Report (Revised), prepared by Pillon Abbs Inc., dated February 22, 2024.
d. Sanitary Sewer Study, prepared by Aleo Associates Inc. Consulting Engineers, dated September 1, 2023.
e. Transportation Impact Study, prepared by a qualified transportation consultant, in accordance with the TIS Scope set forth under Appendix 1 of Appendix E of this report; and,

V. THAT the Site Plan Approval Officer **BE DIRECTED** to incorporate the following, subject to any updated information, into an approved site plan and executed and registered site plan agreement:

a. 1.83-metre-high screening fence shall be erected and maintained on that portion of the north limit of Lot 61 & Part of Closed Alley, Plan 908, PIN No. 01322-0359 LT, that flanks a rear yard or side yard therein.
b. Financial contributions towards any required traffic improvements identified within the aforesaid Transportation Impact Study.
c. Mitigation measures identified in the aforesaid Environmental Noise Assessment Report, subject to the approval of the City Engineer.
d. Servicing and right-of-way requirements of the City of Windsor - Engineering Department - Right-of-Way Division contained in Appendix E of this report and measures identified in the Sanitary Sewer Study, prepared by Aleo Associates Inc. Consulting Engineers, dated September 1, 2023, subject to the approval of the City Engineer; and,

VI. THAT the Site Plan Approval Officer **CONSIDER** the following matter in an approved site plan and/or executed and registered site plan agreement:

a. Written confirmation from the Ministry of the Environment, Conservation and Parks that a Record of Site Condition has been filed in the Environmental Site Registry; and,

VII. THAT administration **BE REQUESTED** to provide options to mitigate traffic impacts in the area and in the neighbourhood, to address the concerns of traffic entering the neighbourhood as a result of this proposed development.

Carried.

Councillor Mark McKenzie discloses an interest and abstains from voting on this matter.

Report Number: S 49/2024
Clerk's File: Z/14755 & Z/14754

Clerk's Note:

1. The recommendation of the Development & Heritage Standing Committee and Administration are **NOT** the same.

2. Please refer to Item 7.5 from the Development & Heritage Standing Committee held on May 6, 2024.

3. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20240506/-1/10482

Subject: Official Plan Amendment and Zoning By-law Amendment Applications for 835 Tecumseh Road East, 2148 Marentette Avenue, and 2175 Parent Avenue, Z-006/24 [ZNG-7179] & OPA 184 [OPA-7180], Ward 4

Reference:

Date to Council: May 6, 2024
Author: Brian Nagata, MCIP, RPP
Planner II - Development Review
(519) 255-6543 ext. 6181

Diana Radulescu
Planner II - Development Review
(519) 255-6543 ext. 6918

Planning & Building Services
Report Date: April 9, 2024
Clerk's File #: Z/14755 & Z/14754

To: Mayor and Members of City Council

Recommendation:

I. THAT Schedule "A" of Volume I: The Primary Plan of the City of Windsor Official Plan **BE AMENDED** by designating Lots 59 & 60, Part of Lot 1, & Part of Closed Alley, Plan 908; Part of Lots 23 & 24, Plan 140, known municipally as 835 Tecumseh Road East, 2148 Marentette Avenue, and 2175 Parent Avenue; shown as the *Area of Development* on Appendix A; situated on the southeast corner of Marentette Avenue and Tecumseh Road East as a Special Policy Area.

II. THAT the City of Windsor Official Plan, Volume II, Chapter 1 - Special Policy Areas, **BE AMENDED** by adding site specific policies as follows:

1.xx. Southeast Corner of Marentette Avenue and Tecumseh Road East

1.xx.1 The property described as Lots 59 & 60, Part of Lot 1, & Part of Closed Alley, Plan 908; Part of Lots 23 & 24, Plan 140, known municipally as 835 Tecumseh Road East, 2148 Marentette Avenue, and 2175 Parent Avenue, situated on the southeast corner of Marentette Avenue and Tecumseh Road East, is designated on Schedule A: Planning Districts & Policy Areas in Volume I - The Primary Plan.

1.xx.2 Notwithstanding Section 6.5.3.3(a) of the City of Windsor Official Plan, Volume I, Chapter 6 - Land Use:

a) A Medium Profile residential development shall have a building height of no less than 14.0 metres and no more than 26.0 metres.

III. THAT Zoning By-law 8600 **BE AMENDED** by changing the zoning for the lands located on the southeast corner of Marentette Avenue and Tecumseh Road East, described as Lots 59 & 60, Part of Lot 1, & Part of Closed Alley, Plan 908; Part of Lots 23 & 24, Plan 140 [PIN No. 01322-0389 LT (in part)], shown as the *Area of Development* on Appendix A, from Commercial District 3.3 (CD3.3) in part and Residential District 1.3 (RD1.3), to Residential District 3.2 (RD3.2), subject to additional regulations:

501. SOUTHEAST CORNER OF MARENTETTE AVENUE AND TECUMSEH ROAD EAST

(1) For the lands comprising of Lots 59 & 60, Part of Lot 1, & Part of Closed Alley, Plan 908; Part of Lots 23 & 24, Plan 140, PIN No. 01322-0389 LT (in part), and delineated by a heavy blue line on Schedule 2, attached to By-law xxx-2024, the following shall apply:

1.	Main Building Height - minimum	14.0 m
2.	A minimum of 80.0% of the north and west faces of the first and second floors not occupied by windows, doors, or HVAC infrastructure shall have an exterior finish of brick, textured concrete, and/or stone.	
3.	Side Yard Width from the north limit of Lot 61 & Part of Closed Alley, Plan 908, PIN No. 01322-0359 LT - minimum.	20.0 m
4.	A parking area is prohibited in a front yard and an exterior side yard, save and except for an access area or collector aisle necessary for providing access to a parking area from Marentette Avenue.	
5.	Notwithstanding Section .3 of Table 25.5.20.1, a minimum separation of 3.00 metres shall be provided from a parking area to the north limit of Lot 61 & Part of Closed Alley, Plan 908, PIN No. 01322-0359 LT.	

[ZDM 7; ZNG/7179]

IV. THAT, at the discretion of the City Planner, Deputy City Planner, or Site Plan Approval Officer, the following **BE SUBMITTED** with an application for Site Plan Approval:

a. Environmental Noise Assessment Report, prepared by Akoustik Engineering Limited, dated August 24, 2023.

b. Existing Tree Inventory & Preservation Plan, prepared by Bezaire Partners, sealed on June 29, 2023.
c. Planning Rationale Report (Revised), prepared by Pillon Abbs Inc., dated February 22, 2024.
d. Sanitary Sewer Study, prepared by Aleo Associates Inc. Consulting Engineers, dated September 1, 2023.
e. Transportation Impact Study, prepared by a qualified transportation consultant, in accordance with the TIS Scope set forth under Appendix 1 of Appendix E of this report.

V. THAT the Site Plan Approval Officer **BE DIRECTED** to incorporate the following, subject to any updated information, into an approved site plan and executed and registered site plan agreement:

a. 1.83-metre-high screening fence shall be erected and maintained on that portion of the north limit of Lot 61 & Part of Closed Alley, Plan 908, PIN No. 01322-0359 LT, that flanks a rear yard or side yard therein.
b. Financial contributions towards any required traffic improvements identified within the aforesaid Transportation Impact Study.
c. Mitigation measures identified in the aforesaid Environmental Noise Assessment Report, subject to the approval of the City Engineer.
d. Servicing and right-of-way requirements of the City of Windsor - Engineering Department - Right-of-Way Division contained in Appendix E of this report and measures identified in the Sanitary Sewer Study, prepared by Aleo Associates Inc. Consulting Engineers, dated September 1, 2023, subject to the approval of the City Engineer.

VI. THAT the Site Plan Approval Officer **CONSIDER** the following matter in an approved site plan and/or executed and registered site plan agreement:

a. Written confirmation from the Ministry of the Environment, Conservation and Parks that a Record of Site Condition has been filed in the Environmental Site Registry.

Executive Summary:

The applicant, Giovanni Caboto Club (Craig Moro), represented by Sfera Architectural Associates Inc. Architects (John Bortolotti), is requesting an amendment to the City of Windsor Official Plan (Official Plan) and Zoning By-law 8600 to allow for the construction of a six (6) storey, 54-unit multiple dwelling with a 68-space parking area on the property known municipally as 835 Tecumseh Road East, 2148 Marentette Avenue, and 2175 Parent Avenue (the subject property). The proposed amendment and development will be confined to the northwest corner of the subject property, shown as the *Area of Development* on Appendix A. The proposed development will require the removal of the retail store (General Paint) and a portion of the Giovanni Caboto Club's (Caboto Club) parking area.

The subject property is located within the southwest part of the Walkerville neighbourhood. The subject property borders an established low-density residential neighbourhood to the west, and is part of the Tecumseh Road East mixed-use corridor. There are parks, elementary and secondary schools, transit routes, a community centre, and a library within proximity to the subject property.

The applicant submitted Conceptual Plans (See Appendix A), an Environmental Noise Assessment Report (See Appendix H), an Existing Tree Inventory & Preservation Plan (See Appendix I), Planning Rationale Report (See Appendix J), Rendering (See Appendix K), and Sanitary Sewer Study (See Appendix L).

The applicant hosted an in-person public open house on October 18, 2023, at the Caboto Club. Notice of the open house was issued to owners of properties within 120.0 metres of the subject property. The open house was attended by fourteen (14) residents. Comments from residents were also received by phone, letters, and email. Section 3.2 of the Planning Rationale Report summarizes the comments and questions and includes corresponding responses. Comments received were taken into consideration when preparing this report. Measures to address the primary concerns around access, parking and traffic will be addressed through the Site Plan Control process.

The Planning Department recommends that an amendment to the Official Plan be approved to add a special policy area to permit a Medium Profile residential development on the corner of a Class II Arterial Road and a Local Road to have a building height of no less than four (4) storeys (14.0 metres) and no more than six (6) storeys (24.0 metres).

The Planning Department secondly recommends that an amendment to Zoning By-law 8600 to change the Commercial District 3.3 (CD3.3) (in part) and Residential District 1.3 (RD1.3) zoned portions of the subject property to a site specific Residential District 3.2 (RD3.2) zoning to allow a multiple dwelling use subject to additional provisions be approved.

The Planning Department lastly recommends that identified reports, studies, and plans be submitted with an application for Site Plan Approval, the Site Plan Approval Officer be directed to incorporate specified requirements into an approved site plan and executed and registered site plan agreement, and the Site Plan Approval Officer consider including a Record of Site Condition in an approved site plan and executed and registered site plan agreement.

The proposed amendment to Zoning By-law 8600 has been evaluated for consistency with the Provincial Policy Statement 2020 (PPS) and conformity with the policies of the Official Plan. The Planning Department supports the proposed amendment in principle, however is of the opinion that the following changes are necessary for it to be consistent with the PPS and in conformity with the Official Plan.

- The RD3.2 zoning is the most appropriate zoning for the proposed development, over the requested Residential District 3.3 (RD3.3) zoning.

- Site-specific provisions are necessary to ensure that the proposed development will comply with the Mixed-Use Corridor policies of the Official Plan.
- A site-specific provision to allow a multiple dwelling use is not necessary, as both the RD3.2 and RD3.3 zones permit the use.

The proposed development is subject to Site Plan Control under Site Plan Control by-law 1-2004. Detailed matters pertaining to site design and layout will be addressed through the Site Plan Control process.

The *Planning Act* requires that a decision of Council in respect of the exercise of any authority that affects a planning matter, "shall be consistent with" the PPS. The recommended Zoning By-law and Official Plan amendments have been evaluated for consistency with the PPS and conformity with the policies of the Official Plan.

The recommended Zoning By-law and Official Plan amendments are consistent with the PPS, conform with the policy direction of the Official Plan (as recommended for amendment), and are compatible with existing and permitted uses in the surrounding neighbourhood and constitutes good planning.

Background:

Application Information:

Location: 835 Tecumseh Road East, 2148 Marentette Avenue, and 2175 Parent Avenue

(Lots 59 & 60, Part of Lot 1, & Part of Closed Alley, Plan 908; Part of Lots 23 & 24, Plan 140; Part of Lot 90, Concession 2; Roll No's 020-290-00100; 020-290-00400, and 020-300-05100; PIN No. 01322-0389 LT)

Ward: 4

Planning District: Walkerville

Zoning District Map: 7

Owner: Giovanni Caboto Club

Applicant: Craig Moro, Giovanni Caboto Club

Authorized Agent: John Bortolotti, Sfera Architectural Associates Inc.

Proposal:

The applicant is also requesting an amendment to the Official Plan to add a Special Policy Area that will allow for an increase in maximum building height from four (4) storeys to no more than six (6) storeys for a development within a Mixed-Use Corridor land use designation located at an intersection of a Class II Arterial Road and a Local Road.

The applicant is requesting an amendment to Zoning By-law 8600 to change the zoning for the lands located on the southeast corner of Tecumseh Road East and Marentette Avenue, known municipally as 835 Tecumseh Road East, 2148 Marentette Avenue, and 2175 Parent Avenue (the subject property). The requested amendment will change the Commercial District 3.3 (CD3.3) (in part) and Residential District 1.3 (RD1.3) zoned portions of the subject property to a site-specific Residential District 3.3 (RD3.3) zone to allow for the construction of a six (6) storey, 54-unit multiple dwelling with a 68-space parking area.

Submitted Information: Conceptual Elevations (See Appendix A), Conceptual Floor Plans (See Appendix A), Conceptual Site Plan (See Appendix A), Deed, Environmental Noise Assessment Report (See Appendix H), Existing Tree Inventory & Preservation Plan (See Appendix I), Official Plan Amendment Application, Planning Rationale Report (See Appendix J), Rendering (See Appendix K), Sanitary Sewer Study (See Appendix L), Topographic Survey, and Zoning By-law Amendment Application.

Site Information:

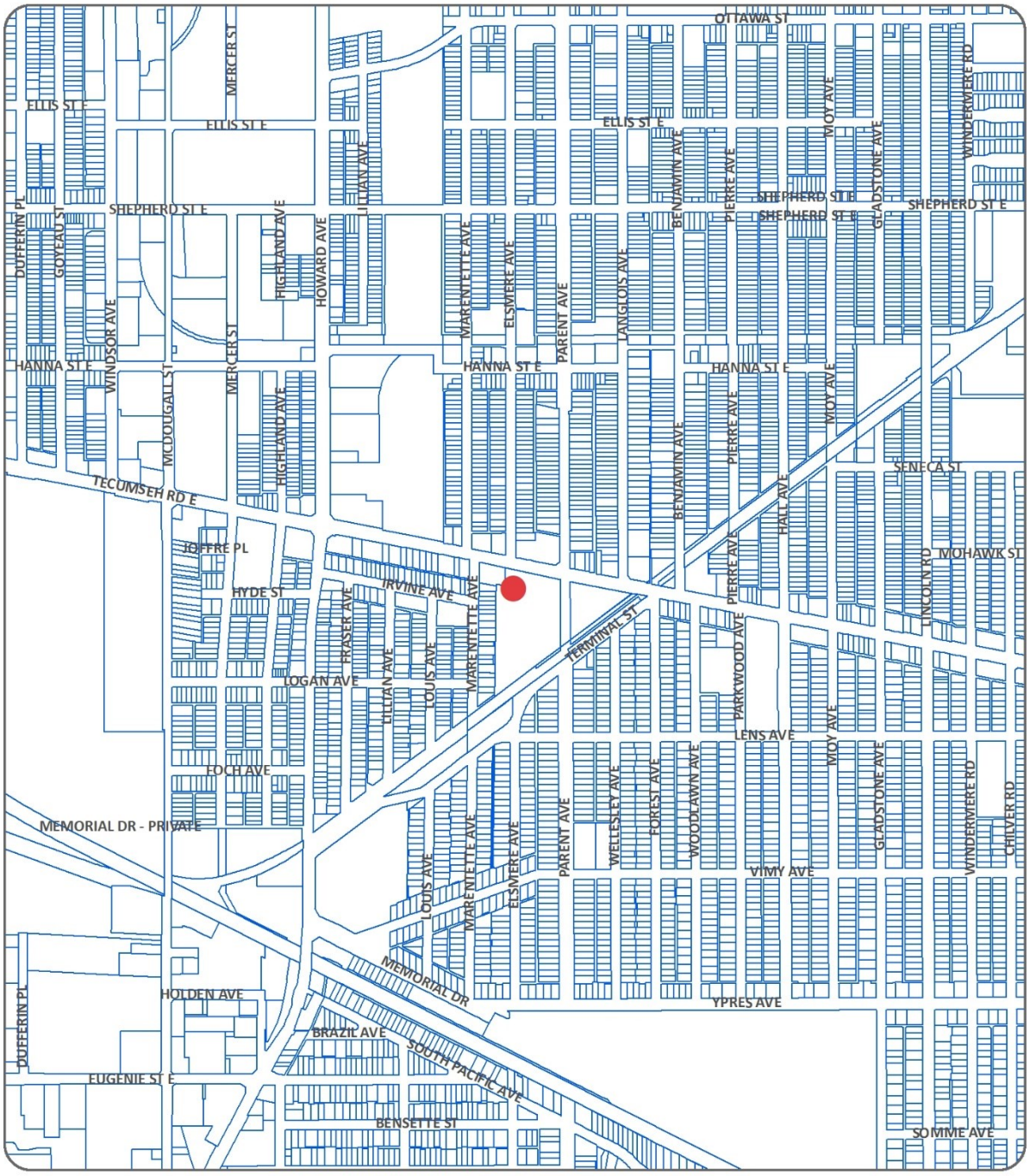
Official Plan	**Zoning**	**Current Use**	**Previous Uses**
Mixed Use Corridor (in part) Residential (in part)	Commercial District 1.5 (CD1.5) (in part) Commercial District 3.3 (CD3.3) (in part) Residential District 1.3 (RD1.3) (in part)	Commercial	Residential, Industrial and Agricultural
Lot Width	**Lot Depth**	**Lot Area**	**Lot Shape**
58.6 m	Irregular	28,069.4 m^2 (PIN No. 01322-0389 LT)	Irregular
All measurements are based on the Topographic Survey, prepared by Verhaegen Land Surveyors, dated April 12, 2022			

The subject property contains a one (1) storey commercial building (General Paint) with accessory parking area (835 Tecumseh Road East), a one (1) to two (2) storey commercial building (Giovanni Caboto Club) with accessory parking area (2175 Parent

Avenue), and an accessory garage (2148 Marentette Avenue), with the remainder of the site being composed of landscaped open space yard. The Giovanni Caboto Club (Caboto Club) also has a parking area on the east side of Parent Avenue, located on the west half of the property known municipally as 915 Tecumseh Road East.

The proposed development will require the removal of General Paint and its parking area, the accessory garage, and five rows of parking (70 parking spaces) from the Caboto Club's parking area. The Caboto Club will remain in operation during construction.

The applicant has indicated that they will be submitting a Consent to sever application to create a new lot (the proposed lot) for the proposed development. The proposed lot is identified as the *Area of Development* on Appendix A. A reciprocal access agreement for vehicular and pedestrian traffic will be necessary and recommended as a condition of Consent.



KEY MAP - Z 006-24, ZNG-7179 & OPA 184, OPA-7180

SUBJECT LANDS



PART OF ZONING DISTRICT MAP 7

N.T.S.

REZONING

Applicant: Giovanni Caboto Club

SUBJECT LANDS AREA OF DEVELOPMENT

PLANNING & BUILDING DEPARTMENT

DATE : MARCH, 2024
FILE NO. : Z-006/24, ZNG/7179



NEIGHBOURHOOD MAP - Z-006/24, ZNG-7179, OPA 184, OPA-7180

SUBJECT LANDS

AREA OF DEVELOPMENT

Neighbourhood Characteristics:

The subject property is located within the southwest part of the Walkerville neighbourhood. The Walkerville neighbourhood constitutes the area north of the Essex Terminal Railway rail corridor, east of Marentette Avenue and Howard Avenue (north and south of Cataraqui Street respectively), south of the Detroit River, and west of the north/south alley system running between Walker Road and St. Luke Road.

Surrounding Land Uses:

North:

- Commercial (automobile repair garage, automobile sales lot, business office, medical office, retail store)
- Gignac Park

East:

- Commercial (motor vehicle dealership, public parking area)
- Essex Terminal Railway rail corridor

South:

- Essex Terminal Railway rail corridor
- Lens Avenue Greenbelt
- Low density residential
- Optimist Memorial Park
- Parent Park

West:

- Combined Use Building (business office, commercial school, multiple dwelling, retail store)
- Commercial (automobile repair garage, bakery, retail store)
- Garwood Park
- Jackson Park
- Low density residential

Municipal Infrastructure:

- Combined sewers, storm sewers and watermains are located within the Parent Avenue and Tecumseh Road East rights-of-way.
- Marentette Avenue is classified as a Local Road, which has a two (2) lane cross section with sidewalks, and curbs and gutters on both sides, and LED streetlights on the east side.
- Parent Avenue is classified as a Local Road south of Tecumseh Road, which has a two (2) lane cross section with curbs and gutters on both sides, LED streetlights on the east side, and sidewalks on the west side and east side in part.

- Sanitary sewer, storm sewer and watermain are located within the Marentette Avenue right-of-way.
- Tecumseh Road East is classified as a Class II Arterial Road, which has a five (5) lane cross-section with sidewalks, curbs and gutters, and streetlights on both sides.
- Transit Windsor operates the Transway 1C and Parent 14 bus routes in both directions on Tecumseh Road East.

Discussion:

The Provincial Policy Statement (PPS) provides direction on matters of provincial interest related to land use planning and development and sets the policy foundation for regulating the development and use of land in Ontario.

The following policies of PPS 2020 are considered relevant in discussing provincial interests related to this amendment:

1.0 Building Strong Healthy Communities

Policy 1.1.1 states:

- *Healthy, liveable and safe communities are sustained by:*
    - *a) promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term;*
        - This amendment will allow for a multiple dwelling infill development that optimizes existing municipal services.
    - *b) accommodating an appropriate affordable and market-based range and mix of residential types (including single-detached, additional residential units, multi-unit housing, affordable housing and housing for older persons), employment (including industrial and commercial), institutional (including places of worship, cemeteries and long-term care homes), recreation, park and open space, and other uses to meet long-term needs;*
        - This amendment will allow for the construction of a multiple dwelling, further diversifying the range and mix of residential types available in the Walkerville neighbourhood.
    - *c) avoiding development and land use patterns which may cause environmental or public health and safety concerns.*
        - The subject property has been used for commercial purposes since approximately 1949.
        - The subject property was used for industrial purposes from approximately 1922 to 1973.
        - Section 168.3.1 of the *Environmental Protection Act* requires a Record of Site Condition to be filed in the Environmental Site

Registry to change the use of a property from an industrial or commercial use to a residential use.
- Subclause (2)(a) of Section 8 to the *Building Code Act* requires the Record of Site Condition to be filed in the Environmental Site Registry prior to the issuance of a Building Permit.
- It is herewith recommended that the Site Plan Approval Officer consider including the Record of Site Condition as a special provision in an executed and registered site plan agreement.

- *e) promoting the integration of land use planning, growth management, transit-supportive development, intensification and infrastructure planning to achieve cost-effective development patterns, optimization of transit investments, and standards to minimize land consumption and servicing costs;*

  - This amendment will allow for the redevelopment of the subject property through residential intensification, optimizing existing municipal infrastructure and public service facilities, and avoiding unnecessary land consumption.
  - The redevelopment of the subject property at a higher density, in conjunction with it being on two (2) bus routes and within walking distance of transit stops, also represents a transit-supportive development.

    - 400.0 metres is typically used as an acceptable walking distance to a transit stop.
    - This is reflected within Transit Windsor's 2019 Transit Master Plan and the City of Windsor's Active Transportation Master Plan.

- *f) improving accessibility for persons with disabilities and older persons by addressing land use barriers which restrict their full participation in society.*

  - The interior layout for a multiple dwelling must comply with the Barrier-Free Design requirements of the *Ontario Building Code.*
  - The exterior site design for a multiple dwelling must comply with the accessibility requirements under *Ontario Regulation 191/11 Integrated Accessibility Standards to the Accessibility for Ontarians with Disabilities Act, 2005* and the Barrier-Free Design requirements of the *Ontario Building Code.*

    - Zoning By-law 8600 also includes provisions that cover many of the aforesaid accessibility requirements.

  - Compliance with the aforesaid requirements will be addressed through the Site Plan Control and Building Permit processes.

- *g) ensuring that necessary infrastructure and public service facilities are or will be available to meet current and projected needs.*

    - The subject property is serviced by a 200-millimetre PVC watermain, 500-millimetre brick sanitary sewer and 900-millimetre reinforced concrete pipe storm sewer within the Marentette Avenue right-of-way.
    - The subject property is serviced by a 300-millimetre CI-PC watermain, 750-millimetre brick combined sewer and 1,200-millimetre reinforced concrete pipe storm sewer within the Parent Avenue right-of-way.
    - The subject property is serviced by a 300-millimetre PVCO watermain, 525-millimetre brick combined sewer and 1,200-millimetre reinforced concrete pipe storm sewer within the Tecumseh Road East right-of-way.
    - A Sanitary Sewer Study (See Appendix L) was prepared by Aleo Associates Inc. Consulting Engineers, dated September 1, 2023.

        - The applicant's consultant has confirmed that the existing sanitary sewers on Tecumseh Road East and Marentette Avenue will effectively accommodate the site's sewer servicing needs. The study demonstrates that the municipal sanitary sewer has adequate capacity, and no adverse impacts are expected on the surrounding areas because of the proposed development. The Sanitary Sewer Study has been deemed acceptable, and the proposed sanitary servicing strategy is supported by the Engineering Development department.

    - The subject property is serviced by overhead hydro lines running north/south within the Marentette Avenue right-of-way, east/west within the Tecumseh Road East right-of-way, and east/west within the Essex Terminal Railway rail corridor.
    - The subject property has direct access to a public highway in the form of Marentette Avenue, Parent Avenue, and Tecumseh Road East.
    - John Campbell Public School and Honourable W.C. Kennedy Collegiate are located 600.0 metres and 850.0 metres of the subject property, respectively.
    - St. Angela Catholic Elementary School and Catholic Central High School are located 1.0 kilometre and 1.4 kilometres of the subject property, respectively.
    - Optimist Community Centre and W.F. Chisholm Branch Public Library are located 1.2 kilometres of the subject property.

Policy 1.1.3.1 states:

- *Settlement areas shall be the focus of growth and development.*

- The subject property is located within a Settlement area.

Policy 1.1.3.4 states:

- *Appropriate development standards should be promoted which facilitate intensification, redevelopment and compact form, while avoiding or mitigating risks to public health and safety.*
    - Refer to the responses to the Official Plan Policies under section 6.5.3 Mixed Use Corridor herein.

Policy 1.6.6.2 states:

- *Municipal sewage services and municipal water services are the preferred form of servicing for settlement areas to support protection of the environment and minimize potential risks to human health and safety. Within settlement areas with existing municipal sewage services and municipal water services, intensification and redevelopment shall be promoted wherever feasible to optimize the use of the services.*
    - Refer to the responses provided to PPS Policy 1.1.1 g) herein.

Policy 1.6.7.2 states:

- *Efficient use should be made of existing and planned infrastructure, including through the use of transportation demand management strategies, where feasible.*
    - Refer to the responses provided to PPS Policy 1.1.1 e) herein.

Policy 1.6.7.4 states:

- *A land use pattern, density and mix of uses should be promoted that minimize the length and number of vehicle trips and support current and future use of transit and active transportation.*
    - Refer to the responses provided to PPS Policy 1.1.1 e) herein.

Policy 1.6.9.1 states:

- *Planning for land uses in the vicinity of airports, rail facilities and marine facilities shall be undertaken so that:*
    - *a) their long-term operation and economic role is protected; and*
        - Refer to the response provided to Official Plan Policy 7.2.8.8 (c) herein.
    - *b) airports, rail facilities and marine facilities and sensitive land uses are appropriately designed, buffered and/or separated from each other, in accordance with policy 1.2.6.*

- Refer to the response provided to Official Plan Policy 7.2.8.8 (a) herein.

One or more of the aforesaid responses to PPS Policy 1.1.1 also speak to the following relevant PPS Policies:

- *1.1.3.2 Land use patterns within settlement areas shall be based on densities and a mix of land uses which:*
    - *a) efficiently use land and resources;*
    - *b) are appropriate for, and efficiently use, the infrastructure and public service facilities which are planned or available, and avoid the need for their unjustified and/or uneconomical expansion;*
    - *c) minimize negative impacts to air quality and climate change, and promote energy efficiency;*
    - *e) support active transportation;*
    - *f) are transit-supportive, where transit is planned, exists or may be developed;*

- *1.1.3.3 Planning authorities shall identify appropriate locations and promote opportunities for transit-supportive development, accommodating a significant supply and range of housing options through intensification and redevelopment where this can be accommodated taking into account existing building stock or areas, including brownfield sites, and the availability of suitable existing or planned infrastructure and public service facilities required to accommodate projected needs.*
- *1.4.3 Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected market-based and affordable housing needs of current and future residents of the regional market area by:*
    - *b) permitting and facilitating:*
        - *1. all housing options required to meet the social, health, economic and well-being requirements of current and future residents, including special needs requirements and needs arising from demographic changes and employment opportunities; and*
        - *2. all types of residential intensification, including additional residential units, and redevelopment in accordance with policy 1.1.3.3;*
    - *c) directing the development of new housing towards locations where appropriate levels of infrastructure and public service facilities are or will be available to support current and projected needs;*
    - *d) promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation and transit in areas where it exists or is to be developed;*

Official Plan

Relevant excerpts from Volume I of the Official Plan are attached as Appendix C. The following policies from these excerpts are considered relevant in discussing this amendment's conformity with the Official Plan.

The subject property is located within the Walkerville Planning District on *Schedule A - Planning Districts & Policy Areas*, within a Mixed Use Corridor land use designation on *Schedule D - Land Use Plan*, adjacent to a Class II - Arterial Road (namely Tecumseh Road East) on *Schedule F - Roads and Bikeways*, within 300.0 metres of a Rail Corridor (namely Essex Terminal Railway Co.) on *Schedule F-1 - Railways*, adjacent to a Civic Way (namely Tecumseh Road East) on *Schedule G - Civic Image*, and adjacent to a City Corridor (namely Tecumseh Road East) and within proximity to Regional Commercial Centre (namely the intersection of Howard Avenue and Tecumseh Road East) on *Schedule J - Urban Structure Plan* to the *Official Plan.*

Volume I

Chapter 3 - Development Strategy

This amendment complies with the following applicable key policy direction for managing growth consistent with the Vision of the City of Windsor Community Strategic Plan.

3.2 - Growth Concept

3.2.1 - Safe, Caring and Diverse Communities

Encouraging a range of housing types will ensure that people have an opportunity to live in their neighbourhoods as they pass through the various stages of their lives. Residents will have a voice in how this new housing fits within their neighbourhood. As the city grows, more housing opportunities will mean less sprawl onto agricultural and natural lands (Policy 3.2.1.2).

3.3 - Urban Structure Plan

This amendment complies with the following applicable key policy direction for managing the structural elements within the municipality.

3.3.2.1 - City Corridors

….. City Corridors serve to connect the City Centre Growth Centre and Regional Commercial Centres. City corridors radiate from these Centres following numerous high frequency transit corridors. City corridors connect to Regional Commercial Centres along selected arterial roads but do not extend as far outward or as numerous as corridors connected to the City Centre. These corridors are intended to provide services for those living in close proximity to the area but also those who may arrive by transit, bicycle and by car.

There are higher density employment and residential opportunities, with a significant amount of retail to support both every day needs, but also needs beyond the day such as furniture and appliance stores, home improvement stores, and stores that carry specialty items.

….. Residential development may include high profile (26 to 58 metres in height), medium profile (14 to 26 metres in height) and residential over retail at street, as well as row housing and lofts.

Chapter 6 - Land Use:

6.1 Goals

This amendment complies with the following applicable land use goals:

- *Safe, caring, and diverse neighbourhoods.* (Goal 6.1.1).
- *Housing suited to the needs of Windsor residents* (Goal 6.1.3).
- *To direct residential intensification to those areas of the City where transportation, municipal services, community facilities and goods and services are readily available* (Goal 6.1.14).

6.5 Commercial

6.5.1 Objectives

The amendment complies with the following applicable Commercial land use objectives:

- *To promote the stabilization, consolidation and improvement of existing mixed-use centres and corridors. (Objective 6.5.1.3).*
- *To promote residential intensification with Medium and High-Profile buildings to meet the housing needs of the City in appropriate areas in proximity to municipal services, transit, and employment areas. (Objective 6.5.1.8).*

6.5.3 Mixed Use Corridor

Permitted Uses

….. Medium and High-Profile residential uses either as stand-alone buildings or part of a commercial-residential mixed-use buildings shall be throughout the Corridors. (Policy 6.5.3.1)

- A six (6) storey multiple dwelling is classified as a Medium Profile residential use.

Street Presence

Council will encourage Mixed-Use Corridor development to provide a continuous street frontage and presence. Accordingly, development along a Mixed-Use Corridor shall be: (Policy 6.5.3.3)

- *(a) no more than four storeys in height, except on lands at an intersection of any combination of the following roads: Class I Arterial Road, Class II Arterial Road, Class I Collector Road, or Class II Collector Road. The height of buildings shall generally not exceed the width of the road right-of-way abutting the development site; and*
- *(b) Notwithstanding the identified maximum building height, Council may consider additional height, where Council is satisfied that the proposed height achieves compatible development, and where appropriate transitions to abutting lower scale development are established. Appropriate transitions may be achieved through the implementation of regulatory techniques including, but not limited to new height limitations, enhanced building setbacks and step backs, enhanced landscape buffers and planting requirements and/or the implementation of an angular plane. Permissions for taller buildings may be established through a site-specific Zoning By-Law Amendment.*

    - The CD3.3 zoning does not have any building setback requirements.
    - The maximum building height under the CD3.3 zoning is 20.0 metres.
    - The buildings located along Tecumseh Road East, from Howard Avenue to the Essex Terminal Railway grade crossing, range in building height from one (1) to four (4) stories.
    - The required right-of-way width of that portion of Tecumseh Road East flanking the subject property is 27.0 metres (Schedule X - Right of Way Widths to Volume III of the *Official Plan*).
    - The RD3.2 zoning permits a maximum main building height of 24.0 metres on a corner lot.

        - The shadows cast by a 24.0-metre-high building will have minimal impact on the surrounding residential land uses.

            - The rear yard at 2156 Marentette Avenue will experience approximately one hour of shadows before sunset around the summer solstice (May to mid-August).
            - The rear yards and rear portion of some of the dwellings on the north side of Irvine Avenue will experience approximately one hour of shadows after sunrise around the summer solstice (May to mid-August).

    - The Planning Department is recommending that a site-specific provision be added to establish a minimum building setback of 20.0 metres from the south interior lot line serving as the north limit of the property known municipally as 2156 Marentette Avenue (the south lot line).

        - This building setback will ensure that a multiple dwelling does not overcrowd or impose on the single unit dwelling at 2156 Marentette Avenue.
        - This building setback will ensure that inhabitants of the single unit dwelling at 2156 Marentette Avenue are provided with adequate privacy from a multiple dwelling.

        - This building setback will also ensure that a multiple dwelling is located as close as possible to the street frontage lot lines.

    - The Planning Department is recommending that a site-specific provision be added to increase the minimum parking area separation from the south lot line from 0.30 metres to 3.00 metres.

        - This provision will accommodate the planting of trees along the south lot line to ensure that inhabitants of the single unit dwelling at 2156 Marentette Avenue are provided with adequate privacy from a multiple dwelling.

    - The Planning Department is recommending that a site-specific provision be added to establish a minimum main building height of 14.0 metres.

        - This provision will ensure that a Low Profile multiple dwelling is not established within a Mixed-Use Corridor.

    - The provision of a landscape plan, sealed by a registered landscape architect with the Ontario Association of Landscape Architects, to the satisfaction of the Planning Department's Landscape Architect, will be a general provision of the executed and registered site plan agreement for the proposed development.

- *(c) Encouraged to locate the buildings at the street frontage lot line with parking accommodated at the rear of the site.*

    - The submitted Conceptual Site Plan shows a multiple dwelling setback 6.0 metres from the exterior lot lines flanking Marentette Avenue and Tecumseh Road East, with rear and interior side yard parking.
    - The overhead hydro lines within the Marentette Avenue and Tecumseh Road East rights-of-way, together with the 4.6 metre by 4.6 metre sight triangle at the intersection of Marentette Avenue and Tecumseh Road East prevent buildings from being located at the exterior lot lines.

        - The minimum horizontal clearance to buildings from overhead hydro lines is set forth under Section 3.1.19 of the *Ontario Building Code*.

            - The applicant has advised that EnWin Utilities Ltd. has confirmed that they are satisfied with the proposed clearance from their overhead hydro lines.

                - The submitted Conceptual Site Plan shows a multiple dwelling setback more than 6.0 metres from the overhead hydro lines within the Marentette Avenue and Tecumseh Road East rights-of-way.
                - The minimum horizontal clearance typically ranges from three (3) to five (5) metres.

        - The exact minimum horizontal clearance will be confirmed by EnWin Utilities Ltd. through the Site Plan Control process.
        - The provision of clearance from EnWin Utilities Ltd. in writing is a prerequisite to the issuance of a Building Permit.

    - The Planning Department is recommending that a site-specific provision be added to prohibit a parking area from being located within a front yard or an exterior side yard.

        - This provision will ensure that a parking area is not located within the front yard or closer to the north exterior lot line than a multiple dwelling.

    - Refer to the responses provided to Official Plan Policy 6.5.3.3 (b) herein.

Infill & Consolidation

- *Council shall promote the infilling and consolidation of existing Mixed-Use Corridors.* (Policy 6.5.3.4)

    - Refer to the responses provided to PPS Policy 1.1.1 e) herein.

Locational Criteria

Mixed-Use Corridor development shall be located where: (Policy 6.5.3.6)

- *(a) there is access to Class I or Class II Arterial Roads or Class I Collector Roads;*

    - The subject property will have access to Tecumseh Road East, a Class II Arterial Road, via Marentette Avenue, and Parent Avenue via the Caboto Club parking area.

- *(b) full municipal physical services can be provided; and*

    - Refer to the responses provided to PPS Policy 1.1.1 g) herein.

- *(c) commercial related traffic can be directed away from residential areas.*

    - Refer to the responses provided to Official Plan Policy 6.5.3.7 (a)(iii) herein.

Evaluation Criteria

Policy 6.5.3.7 states:

- *At the time of submission, the proponent shall demonstrate to the satisfaction of the Municipality that a proposed commercial mixed use corridor development is:*
    - *(a) feasible having regard to the other provisions of this Plan, provincial legislation, policies and appropriate guidelines and support studies for uses:*
        - *(ii) within a site of potential or known contamination;*
            - Refer to the responses provided to PPS Policy 1.1.1 c) herein.
        - *(iii) where traffic generation and distribution is a provincial or municipal concern; and*
            - A Transportation Impact Study (TIS) is required to be submitted with the application for Site Plan Approval.
                - The TIS is necessary to identify the transportation network improvements and on-site design elements necessary to accommodate additional vehicle, cyclist, pedestrian, and transit traffic that the proposed development will generate and ensure its impact on adjacent land uses is acceptable.
                - The requirement for a TIS is prompted by the proposed vehicular connection to the Caboto Club parking area.
                - The undertaking of or financial contribution towards any transportation network improvements will be included as a condition of Site Plan Approval and subsequently as a special provision in an executed and registered site plan agreement as per the recommendation herein.
        - *(iv) adjacent to sensitive land uses and/or heritage resources.*
            - Refer to the responses provided to Official Plan Policies 6.5.3.3 (b) and 6.5.3.8 (b)(ii) herein.
    - *(c) capable of being provided with full municipal physical services and emergency services; and*
        - Refer to the response provided to PPS Policy 1.1.1 g) herein for details on the municipal physical services available to the subject property.
        - The subject property is served by Essex-Windsor EMS, Windsor Fire & Rescue Services (Fire Hall No. 3) and Windsor Police Service.
        - Windsor Regional Hospital - Metropolitan Campus is located within 1.4 kilometres of the subject property.

- *(d) provided with adequate off-street parking;*
    - The proposed development will accommodate the required number of parking spaces onsite.

    It should be noted that there are minor discrepancies between the existing Caboto Club parking area and that shown on the approved site plan drawings (File No. SPC-027/14).

    These discrepancies do not impact the Official Plan Amendment and Zoning By-law Amendment applications but will need to be addressed through the Site Plan Control process.

- *(e) compatible with the surrounding area in terms of scale, massing, height, siting, orientation, setbacks, parking, and landscaped areas.*
    - Refer to the responses provided to Official Plan Policies 6.5.3.3 (b), 6.5.3.3 (c) and 6.5.3.8 (b)(ii) herein.

Design Guidelines

Policy 6.5.3.8 states:

- *The following guidelines shall be considered when evaluating the proposed design of a Mixed-Use Corridor development.*
    - *(a) the ability to achieve the associated policies as outlined in the Urban Design chapter of this Plan;*
        - Refer to the responses to the Official Plan Policies under Chapter 8 - Urban Design section herein.
    - *(b) the provision of appropriate landscaping or other buffers to enhance:*
        - *(i) all parking lots, and outdoor loading and service areas; and*
            - Detailed matters pertaining to site design and layout will be addressed through the Site Plan Control process.
            - Refer to the responses provided to Official Plan Policies 6.5.3.3 (b) and 6.5.3.3 (c) herein.
        - *(ii) the separation between the use and adjacent sensitive uses, where appropriate;*
            - The Planning Department is recommending that the Site Plan Approval Officer be directed to incorporate a 1.83-metre-high screening fence along any portion of the south lot line that abuts a rear yard or side yard into an approved site plan and executed and registered site plan agreement.

        - This provision will ensure that inhabitants of the single unit dwelling at 2156 Marentette Avenue are provided with adequate privacy from a multiple dwelling and a parking area.

    - Refer to the responses provided to Official Plan Policy 6.5.3.3 (b) herein.

- *(c) as a general rule, the height of buildings are consistent with the height of buildings which characterize the Mixed-Use Corridor Commercial Corridor. Where Council deems it desirable that higher profile development be permitted in an existing Mixed-Use Corridor, the development should be built at a human scale by utilizing one or both of the following measures:*

    - *(i) treatment of the lower floors of building(s) to provide continuity; and/or*

        - The submitted Conceptual Elevations show a multiple dwelling with a brick exterior finish for most of the outside face of the first and second floors not occupied by windows, doors, or HVAC infrastructure.
        - The Planning Department is recommending that a site-specific provision be added requiring a minimum of 80.0% of the north and west outside faces of the first and second floors not occupied by windows, doors, or HVAC infrastructure to have an exterior finish of brick, textured concrete, and/or stone.

            - This provision will establish and maintain a pedestrian scale along Marentette Avenue and Tecumseh Road East.

    - *(ii) setting back the upper floors of building(s) from the street to avoid overpowering effects at-grade;*

        - Refer to the responses provided to Official Plan Policy 6.5.3.3 (c) herein.

- *(d) where possible, parking is located in the rear of the property to encourage continuous building facades adjacent to the street; and*

    - Refer to the responses provided to Official Plan Policy 6.5.3.3 (c) herein.

- *(e) measures are taken in site design which provide for ease of access for pedestrians between the public sidewalk and building main entrances in a manner which is distinguishable from access provided for vehicles.*

- Detailed matters pertaining to site design and layout will be addressed through the Site Plan Control process.
- Refer to the responses provided to PPS Policy 1.1.1 g) herein.

▪ *(f) Council will adopt Design Guidelines that will assist in the design and review of development applications in a manner that will ensure implementation of these policies.*

- Council adopted the *City of Windsor Intensification Guidelines*, dated June 2022, on July 11, 2022.

Site Plan Control

Council shall require all development within areas designated as Mixed-Use Corridor to be subject to Site Plan Control, with the exception of Public Open Space uses. (Policy 6.5.3.9)

- All lands within the City are designated as a Site Plan Control Area under By-law 1-2004.
- The proposed development is subject to Site Plan Control under By-law 1-2004.

Neighbourhood Involvement

Council will encourage the improvement of areas designated as Mixed-Use Corridor to be undertaken in consultation with the surrounding neighbourhood. (Policy 6.5.3.11)

- Refer to the Consultations section herein.

Chapter 7 - Infrastructure:

7.2 Transportation System

7.2.6 Road Network Policies

Class II Arterial Roads

Council will provide for Class II Arterial Roads as follows: (Policy 7.2.6.5)

- *(b) Operational and design characteristics:*

  - *(vii) Direct property access will be discouraged where other alternatives exist. Where direct property access is required, the use of shared driveways and interconnected on-site circulation systems with adjacent properties may be required to limit the number and spacing of driveways, and where appropriate the City may require support studies and additional information to demonstrate the need for additional access.*

- The proposed development will eliminate the existing driveway approach off Tecumseh Road East, currently serving as an access point to General Paint's Parking area.

7.2.8 Rail Transportation Policies

Development Adjacent to a Corridor

Council shall evaluate a proposed development adjacent to a Rail Corridor, in accordance with the following: (Policy 7.2.8.8)

- *(a) All proponents of a new development within 300 metres of a rail corridor, may be required to complete a noise study to support the proposal, and if the need for mitigation measures is determined by such study, shall identify and recommend appropriate mitigation measures, in accordance with the Procedures chapter of this Plan; characteristics:*
    - An Environmental Noise Assessment Report (Noise Report), prepared by Akoustik Engineering Limited, dated August 24, 2023, was completed to assess the noise impacts on the proposed development from the Essex Terminal Railway rail corridor and Tecumseh Road East.
    - The Noise Report found that the resulting noise impacts on the proposed development exceed the limits set by the Ministry of the Environment, Conservation and Parks and recommended appropriate mitigation measures.
    - The undertaking of the necessary mitigation measures will be included as a condition of Site Plan Approval and subsequently as a special provision in an executed and registered site plan agreement as per the recommendation herein.

- *(c) All proponents of new development adjacent to a rail corridor will consult with the appropriate railway company prior to the finalization of any noise or vibration study required by this Plan;*
    - Akoustik Engineering Limited completed the Noise Study in consultation with the Essex Terminal Railway.

Consult Railways

All proponents of development within 500 metres of a railway right-of-way are encouraged to consult with the appropriate railway company prior to the finalization of any noise and vibration abatement study or development proposal. (Policy 7.2.8.11)

- Akoustik Engineering Limited completed the Noise Study in consultation with the Essex Terminal Railway.

Chapter 8 - Urban Design:

8.3 Design For People

8.3.2 Policies

Pedestrian Scale

Council will encourage buildings and spaces that establish a pedestrian scale by promoting (Policy 8.3.2.2)

- *(a) the placement of continuous horizontal features on the first two storeys adjacent to the road;*
    - Refer to the responses provided to Official Plan Policy 6.5.3.8 (c)(i) herein.

8.7 Built Form

8.7.2 Policies

Infill Development

Council will ensure that proposed development within an established neighbourhood is designed to function as an integral and complementary part of that area's existing development pattern by having regard for: (Policy 8.7.2.3)

- *(a) massing;*
    - Refer to the responses provided to Official Plan Policy 6.5.3.3 (b) herein.
- *(b) building height;*
    - Refer to the responses provided to Official Plan Policy 6.5.3.3 (b) herein.
- *(c) architectural proportion;*
    - Refer to the responses provided to Official Plan Policies 6.5.3.8 (c)(i) herein.
    - Subsection (4.1) 1.1 of Section 41 Site Plan Control area of the *Planning Act* excludes exterior design from Site Plan Control.
- *(d) volumes of defined space;*
    - Refer to the responses provided to Official Plan Policy 6.5.3.3 (b) herein.
- *(e) lot size;*
    - The proposed lot will be evaluated through the Consent to sever process.
    - The purpose of the Consent to sever is to limit the study area for the required Record of Site Condition referenced herein.
    - The Consent will not impact the Official Plan Amendment and Zoning By-law Amendment Applications as the proposed RD3.2 zoning district mirrors the proposed lot.

        - Section 1.20.25 of Zoning By-law 8600 states that *"where a lot is divided into two or more zoning districts, each such portion of the said lot shall be considered a separate lot as defined in herein and the permitted uses, prohibited uses, and provisions for each zoning district apply only to the portion of the lot within that zoning district."*

- *(f) position relative to the road; and*
    - Refer to the responses provided to Official Plan Policy 6.5.3.3 (b) herein.
- *(g) building area to site area ratios.*
    - Refer to the responses provided to Official Plan Policy 6.5.3.3 (b) herein.
- *(h) the pattern, scale and character of existing development; and,*
    - Refer to the responses provided to Official Plan Policy 6.5.3.3 (b) herein.
- *(i) exterior building appearance*
    - Refer to the responses provided to Official Plan Policies 6.5.3.8 (c)(i) herein.
    - Subsection (4.1) 1.1 of Section 41 Site Plan Control area of the *Planning Act* excludes exterior design from Site Plan Control.
- *(j) Council adopted Design Guidelines that will assist in the design and review of applications for development in accordance with the policies noted above.*
    - The *City of Windsor Intensification Guidelines* were considered as part of the evaluation of the applicable Official Plan policies referenced herein.

Transition in Building Heights

Council will ensure a transition among Very High, High, Medium and Low-Profile developments through the application of such urban design measures as incremental changes in building height, massing, space separation or landscape buffer. (Policy 8.7.2.4)

- Refer to the responses provided to Official Plan Policy 6.5.3.3 (b) herein.

Appealing Street Facades

Council will encourage the buildings facades to be visually interesting through extensive use of street level entrances and windows. Functions which do not directly serve the public, such as loading bays and blank walls, should not be located directly facing the street. (Policy 8.7.2.6)

- Refer to the responses provided to Official Plan Policies 6.5.3.8 (c)(i) herein.
- Subsection (4.1) 1.1 of Section 41 Site Plan Control area of the *Planning Act* excludes exterior design from Site Plan Control.

8.11 Streetscape

8.11.2 Policies

Partial Screening of Parking Lots

Council will encourage the partial screening of surface parking lots through the use of low fences, walls, berms and other landscape elements, and through the location of lots away from street view, while still permitting views for orientation and safety (Policy 8.11.2.19)

- Refer to the responses provided to Official Plan Policies 6.5.3.3 (b) and 6.5.3.3 (c) herein.

Location of Surface Parking Lots

Council will encourage parking lots that avoid large expanses fronting the road. (Policy 8.11.2.21)

- Refer to the responses provided to Official Plan Policies 6.5.3.3 (b) and 6.5.3.3 (c) herein.

Chapter 11 - Tools:

Land use compatibility throughout Windsor is an implementation goal to be achieved when administering a planning tool under this Chapter. Compatibility between land uses is also an objective of the Zoning By-law Amendment planning tool (Policy 11.6.1.2).

- Land use compatibility was considered as part of the evaluation of the applicable Official Plan and PPS policies referenced herein.

Policy 11.6.3.3 states:

- *When considering applications for Zoning By-law amendments, Council shall consider the policies of this Plan and will, without limiting the generality of the foregoing, consider such matters as the following:*
    - *(a) The relevant evaluation criteria contained in the Land Use Chapter of this Plan, Volume II: Secondary Plans & Special Policy Areas and other relevant standards and guidelines;*
    - *(b) Relevant support studies;*
    - *(c) The comments and recommendations from municipal staff and circularized agencies;*
    - *(d) Relevant provincial legislation, policies and appropriate guidelines; and*
    - *(e) The ramifications of the decision on the use of adjacent or similar lands.*
        - This amendment is not anticipated to have any ramifications on the use of adjacent or similar lands.

The aforesaid matters were considered as part of the evaluation of the applicable Official Plan and PPS policies referenced herein.

Zoning By-Law

Relevant excerpts from Zoning By-law 8600 are *attached* as Appendix D.

The subject property is within a CD1.5 zone (in part), CD3.3 zone (in part), and RD1.3 zone (in part) of Zoning By-law 8600, all of which do not permit a multiple dwelling use.

The applicant is requesting an amendment to Zoning By-law 8600 to change the CD3.3 (in part) and RD1.3 zoned portions of the subject property to a site-specific RD3.3 zone to allow for the construction of a six (6) storey, 54-unit multiple dwelling with a 68-space parking area.

The applicant's request for a change in zoning with a site-specific provision in the Planning Rationale Report has been considered and is supported in principle. The Planning Department supports the amendment to allow a multiple dwelling use, however, does not support changing the zoning district to a site-specific RD3.3 zone for the following reasons:

- The Planning Department is of the opinion that the RD3.2 zone is the most appropriate zoning for the proposed development. This is based on an analysis undertaken by the Planning Department, attached as Appendix M, comparing the proposed development to the provisions of the RD3.2 and RD3.3 zones.
- The Planning Department is of the opinion that the site-specific provisions recommended herein are necessary to ensure that the proposed development will comply to the Mixed-Use Corridor policies of the Official Plan.
- A site-specific provision to allow a multiple dwelling use is not necessary, as both the RD3.2 and RD3.3 zones permit the use.

It should be noted that the submitted Conceptual Site Plan shows that the Landscaped Open Space Yard will be 36.9% of the proposed lot area.

The Planning Department has calculated a Landscaped Open Space Yard of 34.0% of the proposed lot area where the required land conveyances are included, and 33.7% (1,683.1 m^2) of the proposed lot area where the required land conveyances are excluded. The applicant will need to address this deficiency on the site plan being submitted with the Site Plan Approval Application. The Planning Department will not support a reduction to the minimum Landscaped Open Space Yard provision.

No other zoning deficiencies have been identified or supported.

A draft amending by-law is attached as Appendix G. Subsection 24 (1) of the *Planning Act*, R.S.O. 1990, c. P.13., prohibits a by-law from being passed that does not conform with the Official Plan. As discussed through the Official Plan section herein, the proposed amendment conforms to the applicable policies of the Official Plan.

Risk Analysis:

N/A

Climate Change Risks

Climate Change Mitigation:

Residential intensification minimizes the impact on the community greenhouse gas emissions. Development within existing communities and neighbourhoods while using currently available infrastructure such as sewers, sidewalks, and public transit helps to mitigate development impact. Situating development in areas with access to active transportation and transit increases the likelihood of residents utilizing various non-vehicular means of utilitarian transportation which collectively reduced the amount of greenhouse gas emissions within the City of Windsor.

Climate Change Adaptation:

N/A

Financial Matters:

N/A

Consultations:

Comments received from City Departments and external agencies on this application were taken into consideration when preparing this report. A record of the comments is included as Appendix E herein.

There are no objections to the proposed amendment.

The applicant hosted an in-person public open house on October 18, 2023, at the Caboto Club. Notice of the open house was issued to owners of properties within 120.0 metres of the subject property. The open house was attended by fourteen (14) residents. Comments from residents were also received by phone, letters, and email.

Section 3.2 of the PRR summarizes the comments and questions and includes corresponding responses.

Comments received were taken into consideration when preparing this report. The Planning Department has the following comments to the corresponding responses to comments and questions pertaining specifically to traffic, parking, and access.

- Traffic
    - The Planning Rationale Report notes that 795 Tecumseh Road East appears to be at the root of many of the existing traffic issues on the stretch of Marentette Avenue between Tecumseh Road East and Irvine Avenue.
        - The Planning Department concurs with this observation.

        - Motor vehicles parked in the sight triangle at the intersection of Marentette Avenue and Tecumseh Road East, and illegal parking/stopping/loading on Marentette Avenue have been observed.

- Parking

    - The Planning Rationale Report notes that overflow parking from a multiple dwelling can use the Caboto Club's parking area.

        - The Caboto Club does have excess parking spaces; however, it has been observed that several of the spaces are currently occupied by automobiles belonging to the motor vehicle dealership at 915 Tecumseh Road East.
        - The Planning Department has advised the applicant that the outdoor storage of automobiles is prohibited under the CD1.5, CD3.3 and RD1.3 zones.
        - The applicant has advised the Planning Department that the automobiles will be removed from the subject property.

- Access

    - The Planning Rationale Report notes that vehicles can exit the proposed parking area through the Caboto Club's parking area so that they don't have to exit onto Marentette Avenue.

        - The Planning Department supports the proposed development having a secondary means of access.

            - It has been observed that making right and left turns from Marentette Avenue onto Tecumseh Road East can be difficult at times due to the aforesaid issues associated with 795 Tecumseh Road East and heavy volume of traffic on Tecumseh Road East.
            - It has been observed that making right and left turns from Irvine Avenue onto Howard Avenue can be difficult at times due to the heavy volume of traffic on Howard Avenue.
            - It has also been observed that wait times for making left and right turns from Logan Avenue onto Howard Avenue can be lengthy due to the timing of the traffic signals and the building located within the sight triangle on the southeast corner of the intersection, respectively.
            - The secondary access would also provide the proposed development with access to the signalized intersection of Parent Avenue and Tecumseh Road East.

Public Notice: Statutory notice was advertised in the Windsor Star, a local daily newspaper. A courtesy notice was mailed to property owners and residents within 120 metres of the subject property.

On April 16, 2024, the owner of 2180 Parent Avenue called the Planning Department to express their concerns about the subject property being contaminated by former industrial uses. The Planner, in a phone conversation with the owner on April 17, 2024, confirmed that written confirmation from the MOECP that a Record of Site Condition has been filed in the Environmental Site Registry is a legislated prerequisite to the issuance of a Building Permit.

Conclusion:

The *Planning Act* requires that a decision of Council in respect of the exercise of any authority that affects a planning matter, "shall be consistent with" *Provincial Policy Statement 2020*. The recommended zoning amendment has been evaluated for consistency with the Provincial Policy Statement 2020 and conformity with the policies of the City of Windsor Official Plan.

The recommended Zoning By-law and Official Plan amendments are consistent the PPS, conform with the policy direction of the City of Windsor Official Plan (as recommended for amendment), are compatible with existing and permitted uses in the surrounding neighbourhood and constitutes good planning.

Planning Act Matters:

I concur with the above comments and opinion of the Registered Professional Planner.

Greg Atkinson, MCIP, RPP *Thom Hunt, MCIP, RPP*
Manager of Development *City Planner*

I am not a Registered Professional Planner and have reviewed as a Corporate Team Leader

JP *JM*

Approvals:

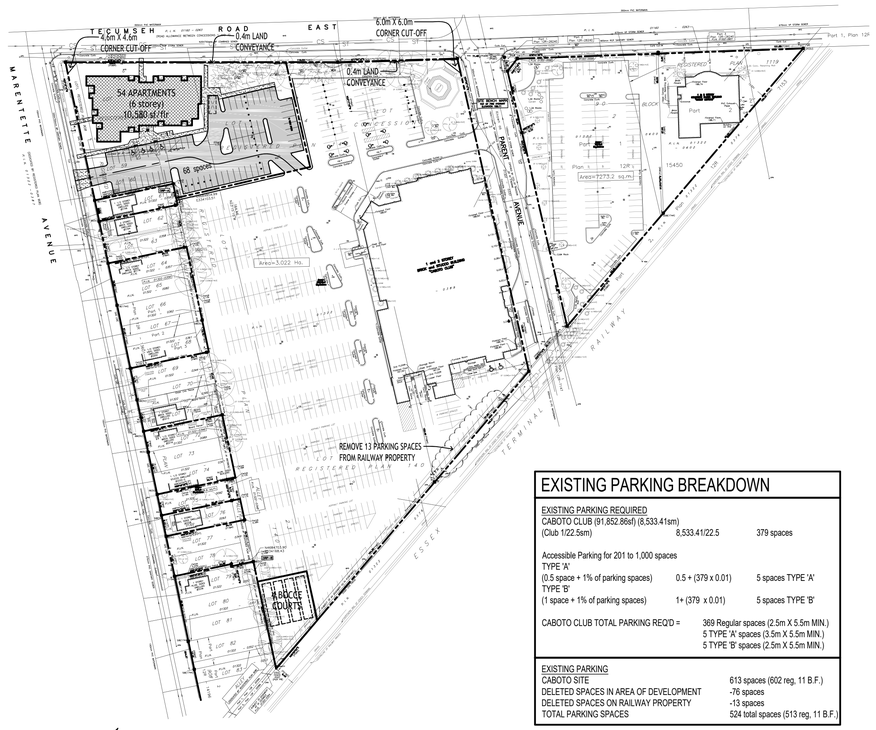
Name	Title
Greg Atkinson	Manager of Development/Deputy City Planner
Thom Hunt	City Planner / Executive Director, Planning & Development Services
Aaron Farough	Senior Legal Counsel, Legal Services & Real Estate
Jelena Payne	Commissioner, Economic Development & Innovation
Joe Mancina	Chief Administration Officer

Notifications:

Name	Address	Email
Abutting property owners, tenants/occupants within 120-meter (400 feet) radius of the subject property		

Appendices:

1 Appendix A - Conceptual Plans
2 Appendix B - Site Images
3 Appendix C - Excerpts from Official Plan Volume I
4 Appendix D - Excerpts from Zoning By-law 8600
5 Appendix E - Consultations
6 Appendix F - Draft OPA 184
7 Appendix G - Draft Amending By-law
8 Appendix H - Environmental Noise Assessment
9 Appendix I - Existing Tree Inventory & Preservation Plan
10 Appendix J - Planning Rationale Report
11 Appendix K - Rendering
12 Appendix L - Sanitary Sewer Study
13 Appendix M - Zoning Comparison



SITE KEY PLAN
SCALE: 1" = 100'-0"

EXISTING PARKING BREAKDOWN

EXISTING PARKING REQUIRED
CABOTO CLUB (91,852.86sf) (8,533.41sm)

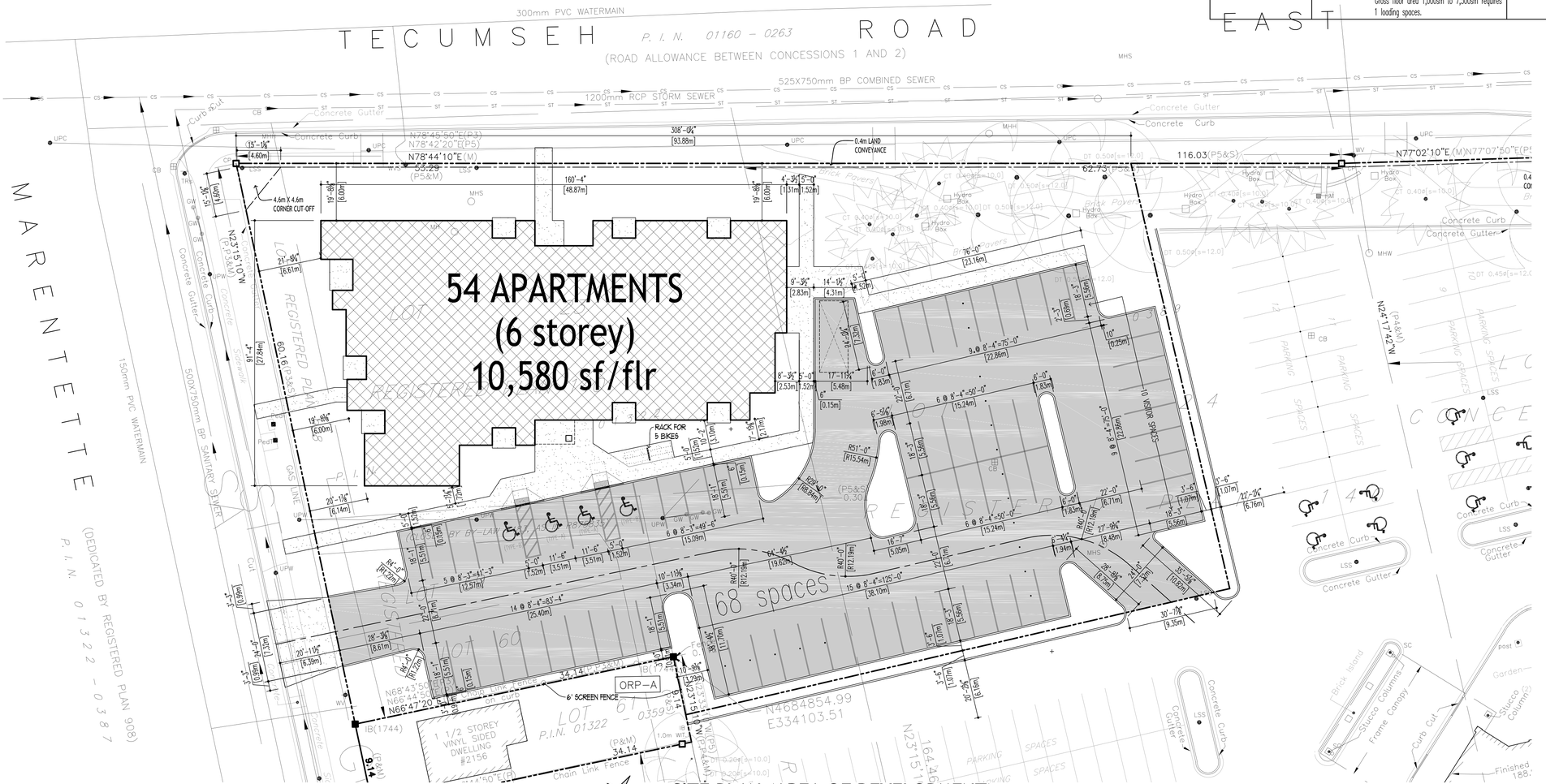
(Club 1/22.5sm)	8,533.41/22.5	379 spaces
Accessible Parking for 201 to 1,000 spaces		
TYPE 'A'		
(0.5 space + 1% of parking spaces)	0.5 + (379 x 0.01)	5 spaces TYPE 'A'
TYPE 'B'		
(1 space + 1% of parking spaces)	1+ (379 x 0.01)	5 spaces TYPE 'B'
CABOTO CLUB TOTAL PARKING REQ'D =		369 Regular spaces (2.5m X 5.5m MIN.)
		5 TYPE 'A' spaces (3.5m X 5.5m MIN.)
		5 TYPE 'B' spaces (2.5m X 5.5m MIN.)

EXISTING PARKING	
CABOTO SITE	613 spaces (602 reg, 11 B.F.)
DELETED SPACES IN AREA OF DEVELOPMENT	-76 spaces
DELETED SPACES ON RAILWAY PROPERTY	-13 spaces
TOTAL PARKING SPACES	524 total spaces (513 reg, 11 B.F.)

DESIGN DATA TABLE

BUILDING CLASSIFICATION – O.B.C. 3.2.2.42
GROUP C, ANY HEIGHT, ANY AREA, SPRINKLERED
ZONING – CD 3.3, RD 1.3

DESCRIPTION/REGULATION	REQUIRED	PROPOSED
INTENDED USE		
LOT AREA	Minimum For the first 19 dwelling units 1,825 s.m., for each additional unit 45 s.m.. 54 units – 19 units = 35 units (35 units x 45 s.m.)+1,825 s.m. = 3,400 s.m.	Lot Area 53,583.58 s.f. (4,978.08 s.m.) 1.23 acres (0.498 ha.)
LOT FRONTAGE LOT WIDTH	Minimum 147'-7" (45.00 m)	Tecumseh Rd. 308'-0" (93.88m)
BUILDING AREA		New Apartment 10,580.00 s.f. (982.94 s.m.)
LOT COVERAGE	Maximum 35%	Total Building = 19.74%
PAVED AREA		Paving 23,208.87 s.f. (2,156.23 s.m.)
LENGTH OF CURB		Curb 1,095'-0" (333.76m)
LANDSCAPE AREA OPEN SPACE	Minimum 35%	19,794.71 s.f. (1,839.03 s.m.) 36.94%
DWELLING UNIT DENTITY	Maximum 180 units per ha	0.498 ha x 180 = 90 units
LENGTH OF FENCE		(South) 84'-8" (25.81m) (East) 20'-11" (6.38m)
GROSS BUILDING AREA		1st Floor 10,580.00 s.f. (982.94 s.m.) 2nd Floor 10,580.00 s.f. (982.94 s.m.) 3rd Floor 10,580.00 s.f. (982.94 s.m.) 4th Floor 10,580.00 s.f. (982.94 s.m.) 5th Floor 10,580.00 s.f. (982.94 s.m.) 6th Floor 10,580.00 s.f. (982.94 s.m.) Total 63,480.00 s.f. (5,897.64 s.m.)
NUMBER OF FLOORS		6 Floors
MAX. BUILDING HEIGHT	78'-9" (24.00 m)	78'-9" (24.00 m)
SETBACKS	Front Yard 19'-8" (6.00 m) Rear Yard 24'-7" (7.50 m) Side Yard 19'-8" (6.00 m for room window) 9'-10" (3.00 m for any other)	See Site Plan
PARKING SPACES	Regular (MIN. SIZE: 8'-3" X 18'-0" 2.5m X 5.5m) Barrier Free Type A (MIN. SIZE: 11'-6" X 18'-0" 3.5m X 5.5m) Barrier Free Type B (MIN. SIZE: 8'-3" X 18'-0" 2.5m X 5.5m) Number Of Regular Spaces Req'd 54 Apartments x 1.25 spaces per unit = 67 spaces Number Of B.F. Spaces Req'd For 26 to 100 Type A = 2.0% of 67 parking spaces = 1 space Type B = 2.0% of 67 parking spaces = 1 spaces Total Required = 65 Regular + 2 B.F. = 67 spaces	Number Of Regular Spaces Provided = 64 Type A Provided = 2 spaces Type B Provided = 2 spaces Total Provided = 64 Regular + 4 B.F. = 68 spaces 15% of 68 provided spaces shall be marked as visitor spaces. = 10 spaces
BICYCLE PARKING	Regular (MIN. SIZE: 2'-0" X 8'-3" 0.6m X 2.5m) Min. req'd bicycle spaces for 20 or more parking spaces: 2 for the first 19 spaces + 1 for each additional 20 parking spaces Total Required = 5 spaces	Total bicycle parking provided 5
LOADING AREA	Loading Area (MIN. SIZE: 9'-10" X 24'-8" 3.0m X 7.5m) Gross floor area 1,000sm to 7,500sm requires 1 loading spaces.	Loading spaces provided 1



SITE PLAN (AREA OF DEVELOPMENT)
SCALE: 1" = 20'-0"

Sfera ARCHITECTURAL ASSOCIATES INC. ARCHITECTS
WINDSOR ONTARIO
T 519.254.2600
F 519.254.2670

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A. DETAIL NO.
B. LOCATION SHEET
C. DETAILED ON

ISSUE DATE	ISSUED FOR
NOV. 22, 2023	PLANNING PRE-SUB 1
FEB. 21, 2024	PLANNING PRE-SUB 2

PROJECT

APARTMENT
FOR
CABOTO CLUB
WINDSOR ONTARIO

DRAWING TITLE

SITE KEY PLAN
SITE PLAN
DESIGN DATA TABLE

DRAWING DATE:
DRAWN BY:
CHECKED BY:
SCALE: AS SHOWN
JOB FILE NO.: 22108
DRAWING NO.: A-100



PRELIMINARY NORTH ELEVATION

SCALE: 1/8" = 1'-0"



PRELIMINARY EAST ELEVATION

SCALE: 1/8" = 1'-0"

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ARCHITECTURAL ASSOCIATES INC.
ARCHITECTS

WINDSOR ONTARIO
T 519.254.2600
F 519.254.2670

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A. DETAIL NO.
B. LOCATION SHEET
C. DETAILED ON

ISSUE DATE	ISSUED FOR
NOV. 22, 2023	PLANNING PRE-SUB 1
FEB. 21, 2024	PLANNING PRE-SUB 2

PROJECT

APARTMENT
FOR
CABOTO CLUB

WINDSOR ONTARIO

DRAWING TITLE

PRELIMINARY ELEVATIONS

DRAWING DATE:
DRAWN BY:
CHECKED BY:
SCALE: AS SHOWN
JOB FILE NO.: 22108
DRAWING NO.: A-400



PRELIMINARY SOUTH ELEVATION

SCALE: 1/8" = 1'-0"



PRELIMINARY WEST ELEVATION

SCALE: 1/8" = 1'-0"

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PROJECT

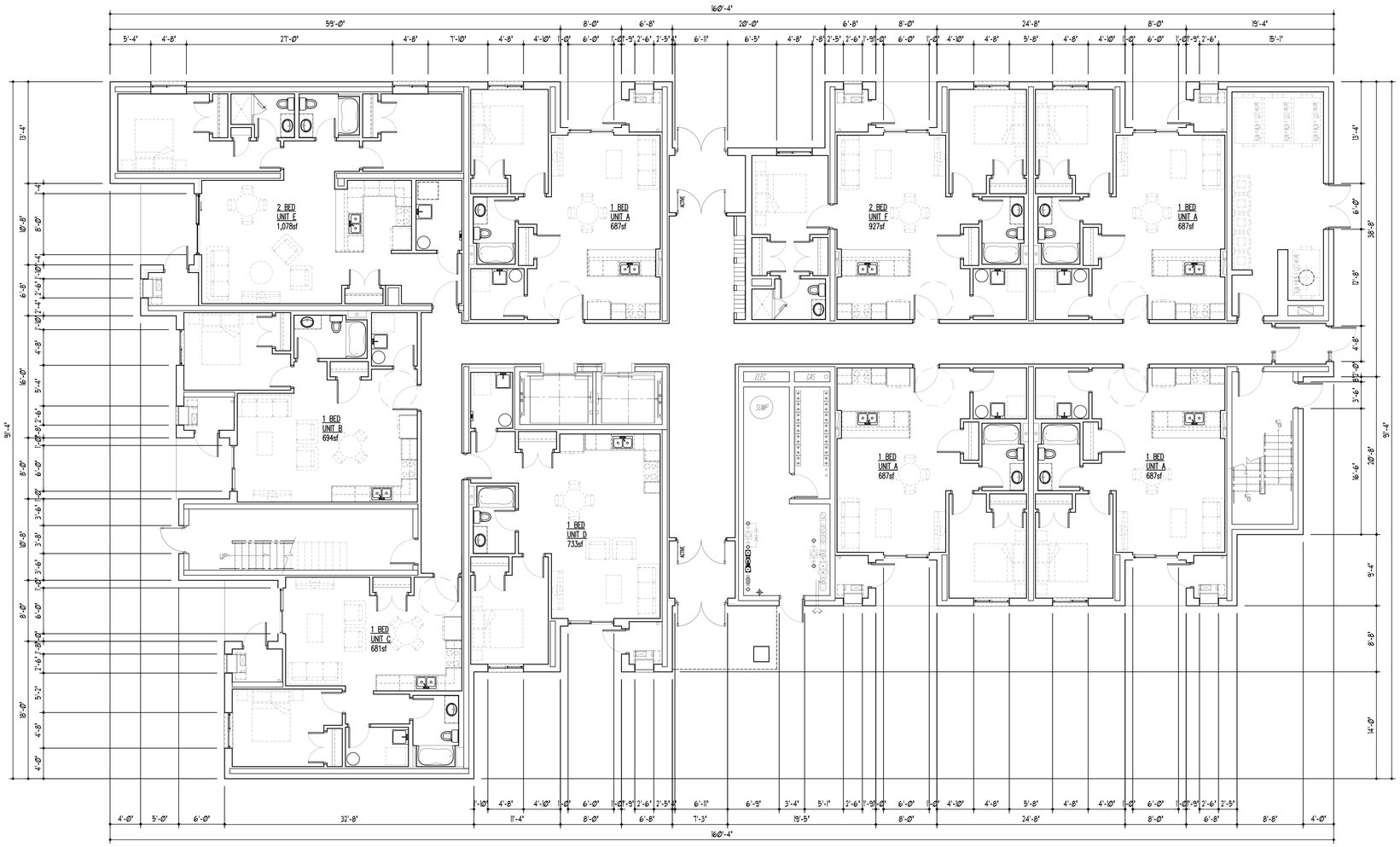
APARTMENT
FOR
CABOTO CLUB

WINDSOR ONTARIO

DRAWING TITLE

PRELIMINARY ELEVATIONS

DRAWING DATE:
DRAWN BY:
CHECKED BY:
SCALE: AS SHOWN
JOB FILE NO.: 22108
DRAWING NO.: A-401



PRELIMINARY GROUND FLOOR PLAN

SCALE: 1/8" = 1'-0"

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ISSUE DATE	ISSUED FOR
NOV. 22, 2023	PLANNING PRE-SUB 1
FEB. 21, 2024	PLANNING PRE-SUB 2

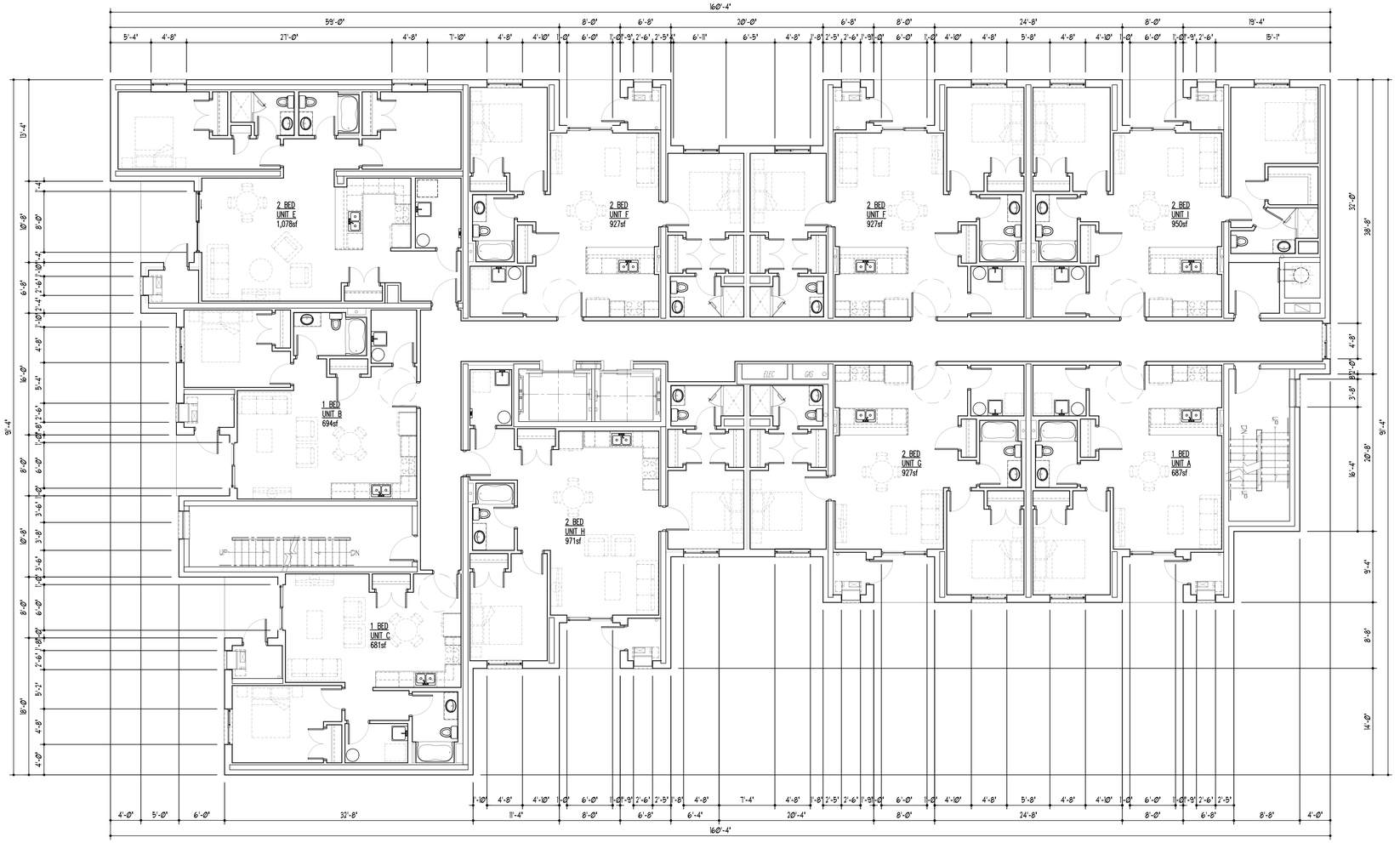
PROJECT

APARTMENT
FOR
CABOTO CLUB
WINDSOR ONTARIO

DRAWING TITLE

PRELIMINARY GROUND FLOOR PLAN

DRAWING DATE:
DRAWN BY:
CHECKED BY:
SCALE: AS SHOWN
JOB FILE NO.: 22108
DRAWING NO.: A-202



PRELIMINARY 2ND - 6TH FLOOR PLAN

SCALE: 1/8" = 1'-0"

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A. DETAIL NO.
B. LOCATION SHEET
C. DETAILED ON

ISSUE DATE	ISSUED FOR
NOV. 22, 2023	PLANNING PRE-SUB 1
FEB. 21, 2024	PLANNING PRE-SUB 2

PROJECT

APARTMENT
FOR
CABOTO CLUB
WINDSOR ONTARIO

DRAWING TITLE

PRELIMINARY
2ND - 6TH FLOOR PLAN

DRAWING DATE:
DRAWN BY:
CHECKED BY:
SCALE: AS SHOWN
JOB FILE NO.: 22108
DRAWING NO.: A-203

APPENDIX "B"

Site Photos (April 18, 2024)



Figure 1 - Tecumseh Rd. E. looking west towards General Paint



Figure 2 - Looking west towards General Paint from Caboto Club's north parking area



Figure 3 - Part of Caboto Club's north parking area to be removed (General Paint on left)



Figure 4 - Looking north towards General Paint from Caboto Club's west parking area



Figure 5 - Tecumseh Rd. E. looking east towards Parent Ave. (Caboto Club on right)



Figure 6 - Looking south towards Caboto Club from Tecumseh Rd. E.



Figure 7 - Looking east towards Caboto Club from part of north parking area to be removed



Figure 8 Tecumseh Rd. E. looking west towards General Paint



Figure 9 - Tecumseh Rd. E. looking east towards General Paint from Marentette Ave.



Figure 10 - Marentette Ave. looking south from Tecumseh Rd. E. (General Paint on left)



Figure 11 - Looking east towards General Paint from Marentette Ave.



Figure 12 - Marentette Ave. looking north towards Tecumseh Rd. E. (General Paint on right)



Figure 13 - Looking northeast towards General Paint from Marentette Ave.



Figure 14 - Looking east towards accessory building at 2148 Marentette Ave.



Figure 15 - Looking northeast towards General Paint from Marentette Ave.



Figure 16 - Looking northwest towards 795 Tecumseh Rd. E. from Marentette Ave.



Figure 17 - Looking east towards General Paint from 795 Tecumseh Rd. E.



Figure 18 - Marentette Ave. looking north towards Tecumseh Rd. E. (795 Tecumseh Rd. E. on left)



Figure 19 - Looking east towards General Paint from 795 Tecumseh Rd. E.



Figure 20 - Tecumseh Rd. E. looking east from Marentette Ave.



Figure 21 - Looking north from General Paint



Figure 22 - Looking northwest from General Paint (Marentette Ave. on left)



Figure 23 - Looking west towards 795 Tecumseh Rd. E. from General Paint



Figure 24 - Looking east towards General Paint from Marentette Ave.

APPENDIX "C"
Excerpts from Official Plan Volume I

3. Development Strategy

3.2 Growth Concept

3.2.1 Safe, Caring and Diverse Community

NEIGHBOURHOOD HOUSING VARIETY

3.2.1.2 Encouraging a range of housing types will ensure that people have an opportunity to live in their neighbourhoods as they pass through the various stages of their lives. Residents will have a voice in how this new housing fits within their neighbourhood. As the city grows, more housing opportunities will mean less sprawl onto agricultural and natural lands.

3.3 Urban Structure Plan

3.3.2 Corridors

CITY CORRIDORS

3.3.2.1 City Corridors serve to connect the City Centre Growth Centre and Regional Commercial Centres. City corridors radiate from these Centres following numerous high frequency transit corridors. City corridors connect to Regional Commercial Centres along selected arterial roads but do not extend as far outward or as numerous as corridors connected to the City Centre. These corridors are intended to provide services for those living in close proximity to the area but also those who may arrive by transit, bicycle and by car.

There are higher density employment and residential opportunities, with a significant amount of retail to support both every day needs, but also needs beyond the day such as furniture and appliance stores, home improvement stores, and stores that carry specialty items.....

Residential development may include high profile (26 to 58 metres in height), medium profile (14 to 26 metres in height) and residential over retail at street, as well as row housing and lofts.

6. Land Use

6.1 Goals

In keeping with the Strategic Directions, Council's land use goals are to achieve:

NEIGHBOURHOODS 6.1.1 Safe, caring and diverse neighbourhoods.

RESIDENTIAL 6.1.3 Housing suited to the needs of Windsor's residents.

RESIDENTIAL INTENSIFICATION 6.1.14 To direct residential intensification to those areas of the City where transportation, municipal services, community and goods and services are readily available. **(added by OPA #159 –AP PROVED July 11, 2022, B/L# 100-2022)**

6.3 Commercial

6.5.1 Objectives

IMPROVE CENTRES & CORRIDORS 6.5.1.3 To promote the stabilization, consolidation and improvement of existing mixed use centres and corridors.

RESIDENTIAL INTENSIFICATION 6.5.1.8 To promote residential intensification with Medium and High Profile buildings to meet the housing needs of the City in appropriate areas in proximity to municipal services, transit and employment areas. **(Added by OPA #159 – APPROVED July 11, 2022, B/L# 100-2022)**

6.5.3 Mixed Use Corridor

PERMITTED USES

6.5.3.1 Uses permitted in the Mixed Use Corridor land use designation are primarily retail, wholesale store **(added by OPA 58, 24 07 2006)** and service oriented uses and, to a lesser extent, office uses.

Medium and High Profile residential uses either as stand-alone buildings or part of a commercial-residential mixed use buildings shall be throughout the Corridors. **(Added by OPA #159 – APPROVED July 11, 2022 , B/L# 100-2022)**

STREET PRESENCE

6.5.3.3 Council will encourage Mixed-Use Corridor development to provide a continuous street frontage and presence. Accordingly, development along a Mixed-Use Corridor shall be:

(a) no more than four storeys in height, except on lands at an intersection of any combination of the following roads: Class I Arterial Road, Class II Arterial Road, Class I Collector Road, or Class II Collector Road. The height of buildings shall generally not exceed the width of the road right-of-way abutting the development site; and

(b) Notwithstanding the identified maximum building height, Council may consider additional height, where Council is satisfied that the proposed height achieves compatible development, and where appropriate transitions to abutting lower scale development are established. Appropriate transitions may be achieved through the implementation of regulatory techniques including, but not limited to new height limitations, enhanced building setbacks and step backs, enhanced landscape buffers and planting requirements and/or the implementation of an angular plane. Permissions for taller buildings may be established through a site specific Zoning By-Law Amendment.

(c) Encouraged to locate the buildings at the street frontage lot line with parking accommodated at the rear of the site. **(Added by OPA #159 – APPROVED July 11, 2022 , B/L# 100-2022)**

(d) Public transportation service can be provided. **(Added by OPA #159 – APPROVED July 11, 2022, B/L# 100-2022)**

INFILL & CONSOLIDATION 6.5.3.4 Council shall promote the infilling and consolidation of existing Mixed Use Corridors.

LOCATIONAL CRITERIA 6.5.3.6 Mixed Use Corridor development shall be located where:

(a) there is access to Class I or Class II Arterial Roads or Class I Collector Roads;

(b) full municipal physical services can be provided; and

(c) commercial related traffic can be directed away from residential areas.

EVALUATION CRITERIA

6.5.3.7 At the time of submission, the proponent shall demonstrate to the satisfaction of the Municipality that a proposed mixed use corridor development is:

(a) feasible having regard to the other provisions of this Plan, provincial legislation, policies and appropriate guidelines and support studies for uses:

(ii) within a site of potential or known contamination;

(iii) where traffic generation and distribution is a provincial or municipal concern; and

(iv) adjacent to sensitive land uses and/or heritage resources.

(c) capable of being provided with full municipal physical services and emergency services;

(d) provided with adequate off-street parking;

(e) compatible with the surrounding area in terms of scale, massing, height, siting, orientation, setbacks, parking and landscaped areas; and

DESIGN GUIDELINES

6.5.3.8 The following guidelines shall be considered when evaluating the proposed design of a Mixed Use Corridor development:

(a) the ability to achieve the associated policies as outlined in the Urban Design chapter of this Plan;

(b) the provision of appropriate landscaping or other buffers to enhance:

(i) all parking lots, and outdoor loading and service areas; and

(ii) the separation between the use and adjacent sensitive uses, where appropriate;

(c) as a general rule, the height of buildings are consistent with the height of buildings which characterize the Mixed Use Corridor. Where Council deems it desirable that higher profile development be permitted in an existing Mixed Use Corridor Commercial Corridor, the development should be built at a human scale by utilizing one or both of the following measures:

(i) treatment of the lower floors of building(s) to provide continuity; and/or

(ii) setting back the upper floors of building(s) from the street to avoid overpowering effects at-grade;

(d) where possible, parking is located in the rear of the property to encourage continuous building facades adjacent to the street; and

(e) measures are taken in site design which provide for ease of access for pedestrians between the public sidewalk and building main entrances in a manner which is distinguishable from access provided for vehicles.

(c) capable of being provided with full municipal physical services and emergency services;

(f) Council will adopt Design Guidelines that will assist in the design and review of development applications in a manner that will ensure implementation of these policies.
(Added by OPA #159 – APPROVED July 11, 2022, B/L# 100-2022)

SITE PLAN CONTROL

6.5.3.9 Council shall require all development within areas designated as Mixed Use Corridor to be subject to site plan control, with the exception of Public Open Space uses.

NEIGHBOURHOOD INVOLVEMENT

6.5.3.11 Council will encourage the improvement of areas designated as Mixed Use Corridor to be undertaken in consultation with the surrounding neighbourhood.

7. Infrastructure

7.2 Transportation System

7.2.6 Road Network Policies

CLASS II ARTERIAL ROADS

7.2.6.5 The following guidelines shall be considered when evaluating the proposed design of a Mixed Use Corridor development:

(b) Operational and design characteristics:

(vii) Direct property access will be discouraged where other alternatives exist. Where direct property access is required, the use of shared driveways and interconnected on-site circulation systems with adjacent properties may be required to limit the number and spacing of driveways, and where appropriate the City may require support studies and additional information to demonstrate the need for additional access.

7.2.8 Rail Transportation Policies

DEVELOPMENT ADJACENT TO A CORRIDOR

7.2.8.8 Council shall evaluate a proposed development adjacent to a Rail Corridor, in accordance with the following:

(a) All proponents of a new development within 300 metres of a rail corridor, may be required to complete a noise study to support the proposal, and if the need for mitigation measures is determined by such study, shall identify and recommend appropriate mitigation measures, in accordance with the Procedures chapter of this Plan;

(c) All proponents of new development adjacent to a rail corridor will consult with the appropriate railway company prior to the finalization of any noise or vibration study required by this Plan;

8. Urban Design

8.3 Design For People

8.3.2 Pedestrian Scale

PEDESTRIAN SCALE

8.3.2.2 Council will encourage buildings and spaces that establish a pedestrian scale by promoting:

(a) the placement of continuous horizontal features on the first two storeys adjacent to the road;

8.7 Built Form

8.7.2 Policies

INFILL DEVELOPMENT

8.7.2.3 Council will ensure that proposed development within an established neighbourhood is designed to function as an integral and complementary part of that area's existing development pattern by having regard for:

(a) massing;

(b) building height;

(c) architectural proportion;

(d) volumes of defined space;

(e) lot size;

(f) position relative to the road; and

(g) building area to site area ratios.

(h) the pattern, scale and character of existing development; and, **(Added by OPA #66–11/05/07-B/L209-2007)**

(i) exterior building appearance **(Added by OPA #66–11/05/07-B/L209-2007)**

(j) Council adopted Design Guidelines that will assist in the design and review of applications for development in accordance with the policies noted above. **(added by OPA #159 – APPROVED July 11, 2022 , B/L# 100-2022)**

TRANSITION IN BUILDING HEIGHTS

8.7.2.4 Council will ensure a transition among Very High, High, Medium and Low Profile developments through the application of such urban design measures as incremental changes in building height, massing, space separation or landscape buffer.

APPEALING STREET FACADES

8.7.2.6 Council will encourage the buildings facades to be visually interesting through extensive use of street level entrances and windows. Functions which do not directly serve the public, such as loading bays and blank walls, should not be located directly facing the street.

8.11 Streetscape

8.11.2 Policies

PARTIAL SCREENING OF PARKING LOTS

8.11.2.19 Council will encourage the partial screening of surface parking lots through the use of low fences, walls, berms and other landscape elements, and through the location of lots away from street view, while still permitting views for orientation and safety.

LOCATION OF SURFACE PARKING LOTS

8.11.2.21 Council will encourage parking lots that avoid large expanses fronting the road.

11. Tools

11.6 Zoning

11.6.1 Objectives

COMPATIBLE USES

11.6.1.2 To ensure compatibility between land uses.

11.6.3 Zoning By-law Amendment Policies

EVALUATION CRITERIA

11.6.3.3 When considering applications for Zoning By-law amendments, Council shall consider the policies of this Plan and will, without limiting the generality of the foregoing, consider such matters as the following:

(a) The relevant evaluation criteria contained in the Land Use Chapter of this Plan, Volume II: Secondary Plans & Special Policy Areas and other relevant standards and guidelines;

(b) Relevant support studies;

(c) The comments and recommendations from municipal staff and circularized agencies;

(d) Relevant provincial legislation, policies and appropriate guidelines; and

(e) The ramifications of the decision on the use of adjacent or similar lands.

APPENDIX "D"
Excerpts from Zoning By-law 8600

SECTION 10 - RESIDENTIAL DISTRICTS 1. (RD1.)

(B/L 10358 Jul 16/1990; B/L 11093 Jul 20/1992; B/L 33-2001 Oct 23/2001, OMB Decision/Order No. 1716 Case No. PL010233; B/L 370-2001 Nov 15/2001; B/L 363-2002 Dec 31/2002; B/L 220-2002, Feb 24/2003; B/L 10-2004 OMB Order PL040143, File No. R040023, Decision/Order No. 0055, Issued Jan 12/2005 B/L 114-2016 Sep 19/2016); B/L 164-2017, Dec. 7/2017 [ZNG/5270]; B/L 95-2019, Sept. 27/2019

10.3 RESIDENTIAL DISTRICT 1.3 (RD1.3)

10.3.1 PERMITTED USES

Existing Duplex Dwelling
Existing Semi-Detached Dwelling
One *Single Unit Dwelling*
Any use accessory to the preceding uses

10.3.5 PROVISIONS

		Duplex Dwelling	Semi-Detached Dwelling	Single Unit Dwelling
.1	Lot Width - minimum	9.0 m	15.0 m	9.0 m
.2	Lot Area - minimum	360.0 m^2	450.0 m^2	270.0 m^2
.3	Lot Coverage - maximum	45.0%	45.0%	45.0%
.4	Main Building Height - maximum	9.0 m	9.0 m	9.0 m
.5	Front Yard Depth - minimum	6.0 m	6.0 m	6.0 m
.6	Rear Yard Depth - minimum	7.50 m	7.50 m	7.50 m
.7	Side Yard Width - minimum	1.20 m	1.20 m	1.20 m
.8	Gross Floor Area - main building - maximum	400 m^2	400 m^2	400 m^2

(AMENDED by B/L 101-2022, July 11, 2022)

SECTION 12 - RESIDENTIAL DISTRICTS 3. (RD3.)

(B/L 9057, Jul 7/1987; B/L 9100, Aug 17/1987; B/L 9545, OMB. Order R880673, Apr 20/1990 Amended Jan 8/1991; B/L 11093, Jul 20/1992; OMB Order R940355 Oct 3/1995; B/L 11876, OMB Order R940356 Sep 11/1995; B/L 13079, Oct 3/1997; B/L 162-1998, Jun 24/1998; B/L 211-1999, Aug 31/1999; B/L 33-2001, Oct 23/2001, OMB Decision/Order No. 1716 Case No. PL010233;B/L 443-2001, Jan 2/2002; B/L 363-2002, Dec 31/2002; B/L 23-2004, Feb 19/2004; B/L 401-2004, Jan 7/2005; B/L 90-2009, Jul 27/2009; B/L 113-2009, Aug 11/2009; B/L 129-2012, Oct 2/2012; B/L 31-2013, Mar 28/2013) [ZNG/2930; ZNG/5270] B/L 164-2017, Dec. 7/2017; B/L 95-2019, Sept. 27/2019

12.2 RESIDENTIAL DISTRICT 3.2 (RD3.2)

12.2.1 PERMITTED USES

Lodging House
Multiple Dwelling
Religious Residence
Residential Care Facility

Any of the following *existing dwellings:*
Double Duplex Dwelling
Duplex Dwelling
Semi-Detached Dwelling
Single Unit Dwelling

Any use accessory to any of the preceding uses

12.2.5 PROVISIONS

.1	Lot Frontage - minimum	30.0 m
.2	Lot Area - minimum	
	For a *corner lot* having a minimum frontage of 30.0 m on each of the *exterior lot lines*:	
	a) For the first 5 *dwelling units*	540.0 m^2
	b) For the next 19 *dwelling units*	67.0 m^2 per unit
	c) For each additional *dwelling unit*	44.0 m^2 per unit
	For any other *lot*:	
	d) For the first 4 *dwelling units*	540.0 m^2
	e) For the next 15 *dwelling units*	85.0 m^2 per unit
	f) For each additional *dwelling unit*	55.0 m^2 per unit
.3	Lot Coverage - maximum	35.0%
.4	Main Building Height - maximum	
	Corner Lot	24.0 m
	Interior Lot	18.0 m

.8	Landscaped Open Space Yard - minimum	35.0% of *lot area*
.13	Dwelling Unit Density - *dwelling units* per hectare - maximum	
	For a *corner lot* having a minimum *lot frontage* of 30.0 m on each of the *exterior lot lines*	188 units per ha
	For any other *lot*	150 units per ha

.50 A *Lodging House* for the accommodation of 10 persons or less, and any use accessory thereto, shall comply with the *Single Unit Dwelling* provisions of Section 10.1.5 and further, the whole of the *building* shall be used for a *Lodging House*, including any accessory use. [ZNG/5630]

(AMENDED by B/L 95-2019, Sept. 27/2019)

.55 A addition to an *existing Double Duplex Dwelling*, *existing Duplex Dwelling*, *existing Semi-Detached Dwelling* or an *existing Single Unit Dwelling* and any use accessory to the preceding uses, shall comply with the provisions of Section 11.2.5.

12.3 RESIDENTIAL DISTRICT 3.3 (RD3.3)

12.3.1 PERMITTED USES

Lodging House
Multiple Dwelling
Religious Residence
Residential Care Facility

Any of the following *existing dwellings:*
Double Duplex Dwelling
Duplex Dwelling
Semi-Detached Dwelling
Single Unit Dwelling

Any use accessory to any of the preceding uses

12.3.5 PROVISIONS

.1	Lot Frontage - minimum	45.0 m
.2	Lot Area - minimum	
	For a *corner lot* having a minimum *lot frontage* of 45.0 m on each of the *exterior lot lines*:	
	a) For the first 23 *dwelling units*	1,825.0 m^2
	b) For each additional *dwelling unit*	37.0 m^2 per unit
	For any other *lot*:	

	c) For the first 19 *dwelling units*	1.825.0 m^2
	d) For each additional *dwelling unit*	45.0 m^2 per unit
.3	Lot Coverage - maximum	35.0%
.4	Main Building Height - maximum	
	Corner Lot	30.0 m
	Interior Lot	24.0 m
.8	Landscaped Open Space Yard - minimum	35.0% of lot area
.13	Dwelling Unit Density - *dwelling units* per hectare - maximum	
	For a corner lot having a minimum *lot frontage* of 45.0 m on each of the *exterior lot lines*	225 units per ha
	For any other lot	180 units per ha

.50 A *Lodging House* for the accommodation of 10 persons or less, and any use accessory thereto, shall comply with the *Single Unit Dwelling* provisions of Section 10.1.5 and further, the whole of the *building* shall be used for a *Lodging House*, including any accessory use. [ZNG/5630]

(AMENDED by B/L 95-2019, Sept. 27/2019)

.55 An addition to an existing *Double Duplex Dwelling*, existing *Duplex Dwelling*, existing *Semi-Detached Dwelling* or an existing *Single Unit Dwelling* and any use accessory to the foregoing uses, shall comply with the provisions of Section 11.2.5.

SECTION 14 - COMMERCIAL DISTRICTS 1. (CD1.)

(B/L 11922 Sep 23/1994; B/L 33-2001 Oct 23/2001 OMB Decision/Order No. 1716 Case No. PL010233; B/L 363-2002 Dec 31/2002; B/L 375-2004 Dec 21/2004; B/L 180-2008 OMB ORDER PL050845 Jul 10/2008; B/L 358-1998 Dec 22/1998; B/L 31-2013 Mar 28/2013; B/L 7-2018, Feb. 23, 2018) [ZNG/3590; ZNG/5271]

14.5 COMMERCIAL DISTRICT 1.5 (CD1.5)

14.5.1 PERMITTED USES

Club

Any use accessory to a *Club.* An *Outdoor Storage Yard* is prohibited.

14.5.5 PROVISIONS

.1	Lot Frontage - minimum	20.0 m
.2	Lot Area - minimum	650.0 m^2
.4	Main Building Height - maximum	7.50 m
.8	Landscaped Open Space Yard - minimum	15.0% of lot area

SECTION 16 - COMMERCIAL DISTRICTS 3. (CD3.)

(B/L 8614 Jun 23/1986; B/L 9057 Jul 7/1987; B/L11780 Mar 28/1994; B/L 11828 May 30/1994; B/L 162-1998 Jun 24/1998 B/L 177-2001 Jun 12/2001; B/L 33-2001 Oct 23/2001, OMB Decision/Order No. 1716 Case No. PL010233 B/L 370-2001 Nov 15/2001; B/L 168-2002 Jul 18/2002; B/L 363-2002 Dec 31/2002; B/L 375-2004 Dec 21/2004 B/L 232-2006 Jan 18/2007; B/L 154-2008 Sep 30/2008; B/L 64-2009 Aug 10/2009; B/L 164-2010 Nov 17/2010 B/L 31-2013 Mar 28/2013; B/L 48-2014 Apr 15/2014; B/L 7-2018, Feb. 23/2018; B/L 93-2022 June 13, 2022) [ZNG/3590; ZNG/5271]

16.3 COMMERCIAL DISTRICT 3.3 (CD3.3)

16.3.1 PERMITTED USES

Ambulance Service
Automobile Repair Garage
Bakery
Business Office
Child Care Centre
Commercial School
Confectionery
Food Outlet - Drive-Through
Food Outlet - Take-Out
Funeral Home
Garden Centre
Gas Bar
Hotel
Medical Appliance Facility
Medical Office
Micro-Brewery
Parking Garage
Personal Service Shop
Place of Entertainment and Recreation
Place Of Worship
Print Shop
Professional Studio
Public Hall
Public Parking Area
Repair Shop - Light
Restaurant
Restaurant with Drive-Through
Retail Store
Service Station
Temporary Outdoor Vendor's Site
Veterinary Office
Warehouse
Wholesale Store
Workshop

Existing Automobile Collision Shop
Existing Industrial Use
Existing Motor Vehicle Dealership

Any use accessory to any of the above uses. An *Outdoor Storage Yard* is prohibited, save and except with the following main uses: *Ambulance Service, Garden Centre, Temporary Outdoor Vendor's Site, Existing Automobile Collision Shop, Existing Industrial Use, Existing Motor Vehicle Dealership.*

16.3.5 PROVISIONS

.4	Building Height - Maximum	20.0 m
.10	Gross Floor Area - maximum	
	a) *Bakery* or *Confectionary*	500.0 m^2

b) *Workshop* - Percent of the gross floor area of the *Retail Store* or *Wholesale Store* 200.0%

.26 A *Temporary Outdoor Vendor's Site* is prohibited in a *Business Improvement Area*.

APPENDIX "E"
Consultations

ENGINEERING GAS

After reviewing the provided drawing at 2175 Tecumseh Rd E. and consulting our mapping system, please note that Enbridge Gas has active infrastructure in the proposed area. A PDF drawing has been attached for reference.

Please Note:

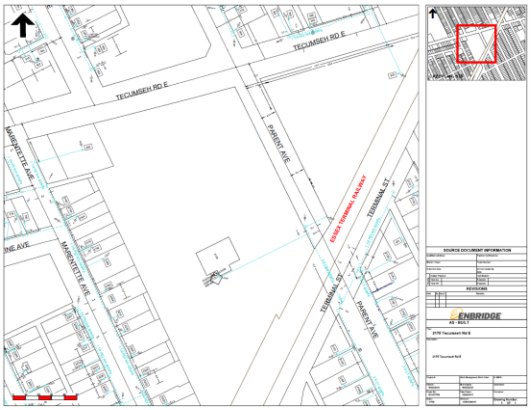
1. The shown piping locations are approximate and for information purposes only
2. The drawings are not to scale
3. This drawing does not replace field locates. Please contact Ontario One Call for onsite locates prior to excavating, digging, etc.

Enbridge Gas requires a minimum separation of 0.6 m horizontal and 0.3 m vertical from all of our plant less than NPS 16 and a minimum separation 1.0 m horizontal and 0.6 m vertical between any CER-regulated and vital pipelines. For all pipelines (including vital pipelines), when drilling parallel to the pipeline, a minimum horizontal clearance measured from the edge of the pipeline to the edge of the final bore hole of 1 m (3.3 ft) is required. Please ensure that this minimum separation requirement is maintained, and that the contractor obtains locates prior to performing any work and utilizes safe excavation practices while performing any work in the vicinity.

Also, please note the following should you find any abandoned infrastructure in the area:

- Any pipe that is excavated, please assume that it is live
- If during the course of any job, any pipe is found that is not on the locate sheet and is in conflict with your work, please call our emergency number (1-877-969-0999), and one of our Union Gas representatives will respond to determine if that plant is in fact live or dead
- Please note that our Enbridge Gas representative will respond to the live or dead call within 1-4 hours, so please plan your work accordingly

[Gord Joynson, Drafter Estimator]



ENWIN UTILITIES - HYDRO ENGINEERING

No objection provided adequate clearances are achieved and maintained. Take note of ENWIN owned hydro poles carrying overhead primary conductors at the north edge of the proposed construction area, overhead secondary conductors at the western edge of the proposed construction area, and overhead secondary conductors within the 835 Tecumseh Rd E property to service the existing building.

Be advised: The hydro poles carrying overhead secondary conductors mentioned above may require relocation/removal or accommodations in design in order to maintain adequate clearance or to clear land for construction. Removal or relocations would be at the customer's cost.

[Jeremy Allossery, Hydro Engineering Technologist]

ENWIN UTILITIES - WATER ENGINEERING

Water Engineering has no objections to the rezoning.

[Bruce Ogg, Water Project Review Officer]

ESSEX TERMINAL RAILWAY

No comments received

PARKS DEPARTMENT

Parks Development & Design has no objection to this Liaison.

[Hoda Kameli, Landscape Architect]

Natural Areas has no comments on this liaison.

[Karen Alexander, Naturalist & Outreach Coordinator]

Forestry has following comments on this property.

An onsite inspection was completed, and no city owned trees will be affected from the construction of the new apartments and parking lot.

There will be some mature privately owned trees that will be affected and likely removed.

Under the City of Windsor's Official Plan section 5.3.6.7, section 10.2.1.7 and section 10.2.14 we will be requesting a private tree inventory be done by the builder.

[Yemi Adeyeye, City Forester / Manager of Forestry & Natural Areas]

PLANNING DEPARTMENT - HERITAGE

There is no apparent built heritage concern with this property, and it is located on an area of low archaeological potential.

Nevertheless, the Applicant should be notified of the following archaeological precaution.

1. Should archaeological resources be found during grading, construction or soil removal activities, all work in the area must stop immediately and the City's Planning & Building Department, the City's Manager of Culture and Events, and the Ontario Ministry of Citizenship and Multiculturalism must be notified and confirm satisfaction of any archaeological requirements before work can recommence.
2. In the event that human remains are encountered during grading, construction or soil removal activities, all work in that area must be stopped immediately and the site secured. The local police or coroner must be contacted to determine whether or not the skeletal remains are human, and whether the remains constitute a part of a crime scene. The Local police or coroner will then notify the Ontario Ministry of Citizenship and Multiculturalism and the Registrar at the Ministry of Government and Consumer Services if needed, and notification and satisfactory confirmation be given by the Ministry of Citizenship and Multiculturalism.

Contacts:

Windsor Planning & Building Department:

519-255-6543 x6179, ktang@citywindsor.ca, planningdept@citywindsor.ca

Windsor Manager of Culture and Events (A):

Michelle Staadegaard, (O) 519-253-2300x2726, (C) 519-816-0711, mstaadegaard@citywindsor.ca

Ontario Ministry of Citizenship and Multiculturalism

Archaeology Programs Unit, 1-416-212-8886, Archaeology@ontario.ca

Windsor Police: 911

Ontario Ministry of Government & Consumer Services

A/Registrar of Burial Sites, War Graves, Abandoned Cemeteries and Cemetery Closures, 1-416-212-7499, Crystal.Forrest@ontario.ca

[Tracy Tang, Planner III – Economic Development]

PLANNING DEPARTMENT - LANDSCAPE

The applicant has provided the required support studies as requested. Of note is the Tree inventory encompassing the proposed development. The existing landscape associated with Caboto Club appears to not be impacted by this development. The inventory identifies five trees to be removed in fair to good condition, totaling 251cm DBH. These will be required to be included in the tree requirements for Site Plan Control at an equivalent caliper rate, as required by the Landscape Manual for Development which states: One 75 mm tree for every 10 m of street frontage, or one 75 mm tree for every 250 sm of hard or soft landscaped area (whichever is greater), plus equal size diameter for any trees greater than 100 mm (4 inch) caliper removed from site.

All other requirements will be made at the time of Site Plan Control.

[Stefan Fediuk, Landscape Architect]

PLANNING DEPARTMENT - SITE PLAN CONTROL

The development proposal is subject to Site Plan Control pursuant to the Planning Act and City of Windsor By-law 1-2004. Where preceding development applications are required, inclusive of Official Plan and Zoning By-law Amendments, request for Site Plan Control Pre-Consultation Stage 1 may be made following completion of the requisite Development and Heritage Standing Committee meeting at https://ca.cloudpermit.com/login.

[Jacqueline Cabral, Clerk Steno]

PUBLIC WORKS DEPARTMENT

We have reviewed the subject Re-zoning and OPA application and offer the following comments:

Sewers

The site may be serviced by a 500 mm x 750 mm brick sanitary sewer and a 900 mm RCP storm sewer located within the Marentette Ave right-of-way and a 500 mm x 750 mm combined sewer and a 1200 mm RCP storm sewer located within the Tecumseh Rd E right-of-way. Any redundant sewer connections shall be abandoned in accordance with the City of Windsor Engineering Best Practice B.P 1.3.3.

A Sanitary Sewer Study dated September 1, 2023, by Aleo Associates INC, has been received. The applicant's consultant has confirmed that the existing sanitary sewers on Tecumseh Road and Marentette Avenue will effectively accommodate the site's sewer servicing needs. The study demonstrates that the municipal sanitary sewer has adequate capacity, and no adverse impacts are expected on the surrounding areas as a result of the proposed development. The Sanitary Sewer Study has been deemed acceptable, and the proposed sanitary servicing strategy is supported by the Engineering Development department.

The applicant will be required to submit, prior to the application for a building permit, a stormwater management plan in accordance with Windsor Essex Region Stormwater

Management Standards Manual, restricting stormwater runoff to predevelopment levels. This will include, at a minimum:

- Submission of stormwater management review fee
- Stormwater management report stamped by a professional engineer.
- Site servicing drawings stamped by a professional engineer.
- Stormwater management checklist (see link to website below)

For more information of SWM requirements, visit: link

- https://essexregionconservation.ca/wp-content/uploads/2018/12/WE-Region-SWM-Standards-Manual.pdf
- https://www.citywindsor.ca/business/buildersanddevelopers/Pages/Stormwater-Management-Requirements.aspx

Roads and Right-of-Way

Tecumseh Rd E is classified as a Class II Arterial Road by the Official Plan with a required right-of-way width of 27 meters according to Schedule X. The current right-of-way width is insufficient, a conveyance of approximately 0.4 m is required along Tecumseh Rd E frontage of 835 Tecumseh Rd E and 2175 Parent Ave. The new north property line of 835 Tecumseh Rd E is to be squared off to be parallel with Tecumseh Rd E.

The northwest corner of Tecumseh Rd E and Marentette Ave requires a corner cut-off in the amount of 4.6 m x 4.6 m, and the northeast corner of Tecumseh Rd E and Parent Ave requires a corner cut-off in the amount of 6.0 m x 6.0 m. It is requested that the applicant update the drawings to reflect the conveyances along the entire frontage of the property.

The latest concept site plan provided includes a new connection between the Caboto Club parking lot and the subject development, which was not included in previous submissions. The review and approval of this new parking lot connection will be addressed through Site Plan Control, subject to the submission of a Transportation Impact Study (TIS), satisfactory to Transportation Planning.

In summary we have no objection to the proposed development, subject to the following requirements:

Site Plan Control Agreement - The applicant enter into an agreement with the City of Windsor for all requirements under the General Provisions of the Site Plan Control Agreement for the Engineering Department.

Corner Cut-Off - The owner(s) agrees, prior to the issuance of a construction permit, to gratuitously convey a 4.6 m x 4.6 m (15’ x 15’) corner cut-off at the intersection of Marentette Ave and Tecumseh Rd E in accordance with City of Windsor Standard Drawing AS-230, and a 6 m x 6 m (20’ x 20’) corner cut-off at the intersection of Tecumseh Rd E and Parent Ave in accordance with City of Windsor Standard Drawing AS-230.

Land Conveyance - Prior to the issuance of a construction permit, the owner(s) shall agree to gratuitously convey to the Corporation, land sufficient to create a 27-metre-wide right-of-way on Tecumseh Rd E. This conveyance shall be approximately 0.4 metres along the entire Tecumseh Rd E frontage of both 835 Tecumseh Rd E and 2175 Parent Ave.

If you have any further questions or concerns, please contact Andrew Boroski, of this department at aboroski@citywindsor.ca

[Andrew Boroski, Technologist II]

TRANSIT WINDSOR

Transit Windsor has no objections to this development. The closest existing transit routes to this property are with the Transway 1C, Parent 14, and Route 418X. The closest existing bus stop to this property is directly adjacent to this property on Tecumseh at Marentette Southeast Corner providing direct transit access to this development. This will remain consistent with Transit Windsor's City Council Approved Transit Master Plan. There are no plans to relocate this bus stop. If the bus stop needs to temporarily be shutdown for construction, Transit Windsor requires a minimum of 2 weeks' notice.

[Jason Scott, Manager, Transportation Planning]

TRANSPORTATION PLANNING

Tecumseh Rd E is classified as a Class II Arterial Road with a required right-of-way width of 27 meters per the Schedule X. Between Marentette Ave and Parent Ave, the existing right-of-way width of Tecumseh varies between 25.5 m and 26.2 m. A varying conveyance is required to achieve the 27 m right-of-way along the (835 Tecumseh Rd E/2175 Parent Ave) property.

Parent Avenue is classified as a Local Road with a required right-of-way width of 20 meters as per the Official Plan. The existing right-of-way along the frontage of the subject property is sufficient; therefore, a conveyance is not required at this time.

Marentette Avenue is classified as a Local Road with a required right-of-way width of 20 meters per the Official Plan. The existing right-of-way along the frontage of the subject property is sufficient; therefore, a conveyance is not required at this time.

A corner cut-off of 4.6 meters is required at the intersection of Tecumseh Rd E and Marentette Ave for a non-signalized intersection.

A corner cut-off of 6.1 meters is required at the intersection of Tecumseh Rd E and Parent Ave for a signalized intersection.

All parking must comply with Zoning By-Law 8600.

All proposed bicycle parking must comply with ZBL 8600 and be clearly indicated on revised site plan

Each parking space shall have a minimum length of 5.5 metres and a minimum width of 2.5 metres, except where one side of the parking space is flanked by a wall or fence, each parking space shall have a minimum length of 5.5 metres and a minimum width of 3.5 metres.

All access aisles must be at least 6.0 metres in width for turning maneuvers and emergency vehicle access.

Parking provided for the entire site (proposed apartment and existing Caboto Club) must comply with Zoning By-Law 8600 as the proposal for the apartment removes existing parking that is normally used for the Caboto Club. A statement is required from the developer that states that the parking provided for both the apartment and Caboto Club will be compliant with the Zoning By-Law 8600.

A Transportation Impact Study is required. Please see scope attached as Appendix 1.

All accesses shall conform to the TAC Geometric Design Guide for Canadian Roads and the City of Windsor Standard Engineering Drawings.

- Driveways proposed must be 7-9 metres total at the property line (minimum 3.5m/lane, maximum 4.5m/lane)

All exterior paths of travel must meet the requirements of the Accessibility for Ontarians with Disabilities Act (AODA).

[Clare Amicarelli, Transportation Planning Coordinator]

APPENDIX "1"
TIS Scope

The following link contains overall information on the scope of a TIS (City of Windsor TIS Guidelines): http://www.citywindsor.ca/residents/Traffic-And-Parking/Transportation-Planning/Documents/TIS-Guidelines.pdf

- Traffic data collection / review at the following intersections:
    - Development Accesses
    - *The TIS must analyze the new access onto Marentette Ave as this proposal creates a new connection from the Caboto Club parking lot to Marentette Ave.*
    - *Tecumseh Rd E and Parent Ave*
    - *Tecumseh Rd E and Marentette Ave*

- Trip generation for the proposed site using ITE trip generation data.
- Traffic distribution and assignment of site generated traffic onto the road network.
    - Analysis periods: *Weekday PM peak hour, Weekday AM peak hour, and Saturday peak hour if >100 trips are expected in either peak hour.*

- Baseline traffic network modelling and development of total traffic projections for existing and future weekday/weekend conditions, accounting for possible growth of background traffic on existing and future road network.
    - Horizon years: Opening day + 5 years

- Capacity and level of service analysis
- Mode shares targets should be incorporated as assumed for this area per the Active Transportation Master Plan (pg. 35 of report); ATMP Windsor
- Identification of applicable improvements for future consideration
- Preparation of a final report (to include engineers' comments and supporting figures)

Required: Please coordinate with the involved planner to determine if there are any other known development proposals in the area. If there are proposed developments in the nearby area, the traffic generated by these developments must be accounted for in the TIS analysis.

Available City of Windsor traffic and intersection data can be acquired/purchased from traffic operations, contact: Mike Spagnuolo mspagnuolo@citywindsor.ca

APPENDIX "F"
Draft Amending By-law

DRAFT

AMENDMENT NO. 184

TO THE

OFFICIAL PLAN

CITY OF WINDSOR

Part D (Details of the Amendment) of the following text, and attached map of the City of Windsor Official Plan constitute Amendment No. 184.

Also included, but not constituting part of the Amendment, are explanations of Purpose, Location, Background and Implementation of the Amendment

A. PURPOSE:

The purpose of this amendment is to apply a special policy area to the subject lands that would permit a Medium Profile residential building on lands at an intersection of a Class II Arterial Road and a Local Road to have a building height ranging from no less than four storeys (14.0 metres) to no more than six stories (26.0 metres).

B. LOCATION:

The amendment applies to the land generally described as Lots 59 & 60, Part of Lot 1, & Part of Closed Alley, Plan 908; and Part of Lots 23 & 24, Plan 140; located on the northwest part of the property known municipally as 835 Tecumseh Road East, 2148 Marentette Avenue, and 2175 Parent Avenue, at the southeast corner of Marentette Avenue and Tecumseh Road East (the subject property); and more particularly described as the *Area of Development* on Appendix A of this report and Schedules A and D herein.

Ward: 4 **Planning District:** Walkerville **ZDM:** 7

C. BACKGROUND:

The area of development is designated “Mixed-Use Corridor” (in part) and “Residential (in part) on Schedule D: Land Use, of the City of Windsor Official Plan, Volume I.

The Mixed-Use Corridor Street Presence policies found in Section 6.5.3.3 of the Official Plan, Volume I, limit development to a height of no more than four storeys in height, except on lands at an intersection of any combination of the following roads: Class I Arterial Road, Class II Arterial Road, Class I Collector Road, or Class II Collector Road. The policies also allow Council to consider additional height, where Council is satisfied that the proposed height achieves compatible development, and where appropriate transitions to abutting lower scale development are established. Consequently, a Special Policy Area must be added to allow for a development within a Mixed-Use Corridor land use designation located at an intersection of a Class II Arterial Road and a Local Road to have a height of six (6) storeys.

The applicant proposes to construct a six (6) storey, 54-unit multiple dwelling with a 68 space parking area on the area of development. The parking area will have an access on Marentette Avenue and an access on Parent Avenue via the Giovani Caboto Club’s parking area, located outside of the area of development on the subject property.

D. DETAILS OF THE AMENDMENT:

That the City of Windsor Official Plan, Volume I, Schedule A: Planning Districts & Policy Areas **BE AMENDED** by adding a Special Policy Area to the area of development that will allow for an increase in maximum building height from four (4) storeys to no more than six (6) storeys for a development within a Mixed-Use Corridor land use designation located at an intersection of a Class II Arterial Road and a Local Road.

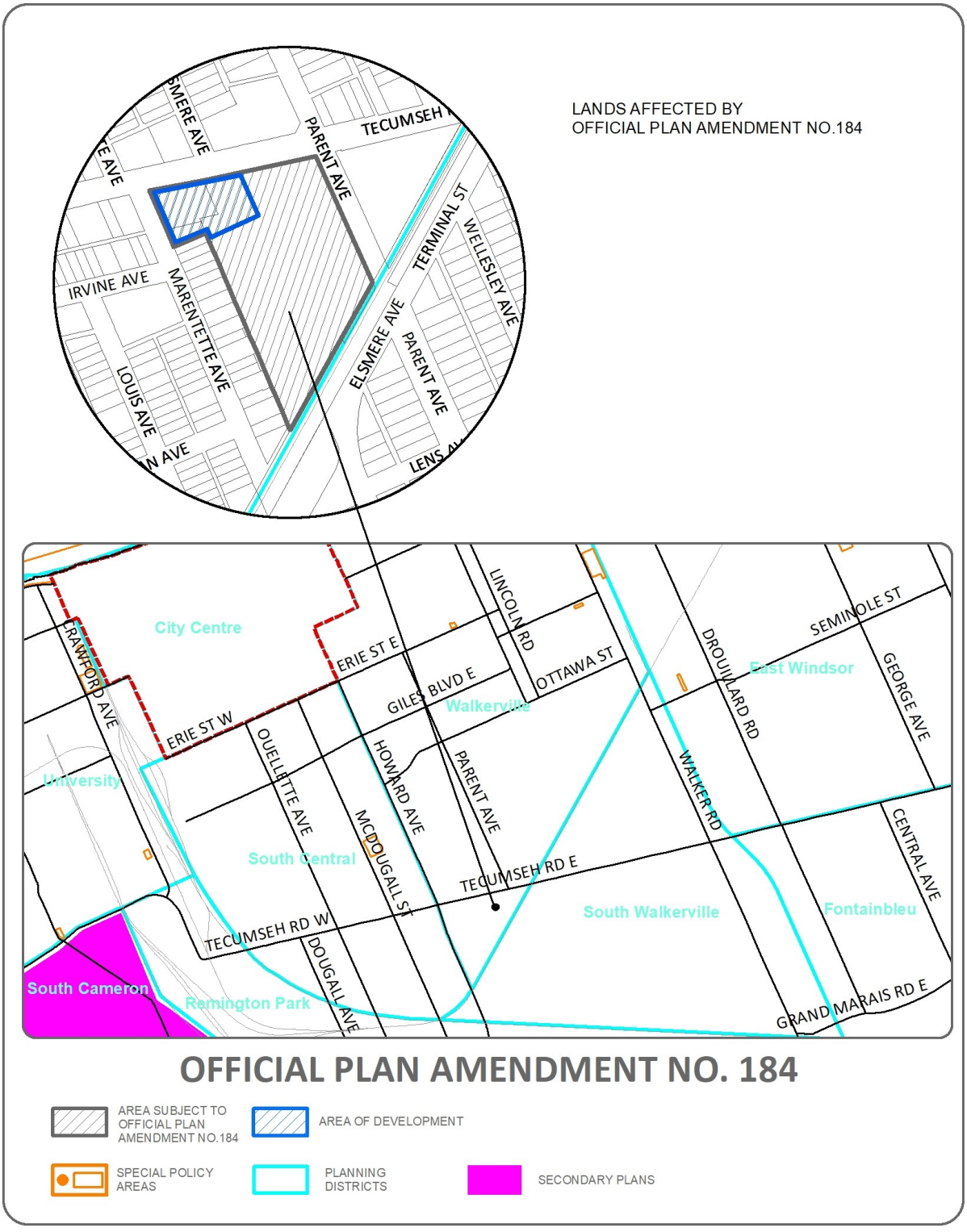
E. IMPLEMENTATION:

i. Amend Schedule A: Planning Districts & Policy Areas, in Official Plan Volume I, by adding a Special Policy Area that will allow for an increase in maximum building height from four (4) storeys to no more than six (6) storeys for a development within a Mixed-Use Corridor land use designation located at an intersection of a Class II Arterial Road and a Local Road.

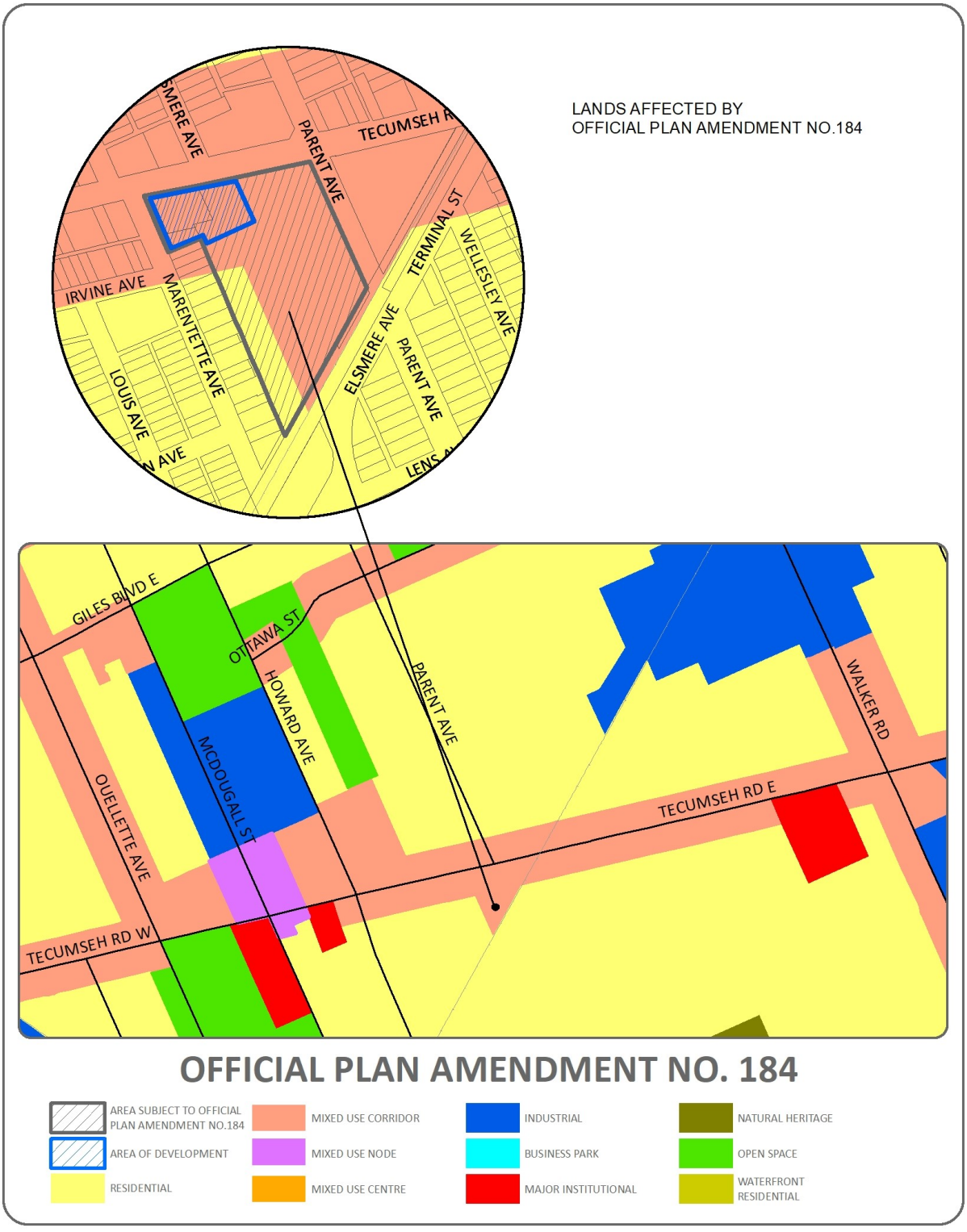
ii. This amendment shall be implemented through the amendment to Zoning By-law 8600 as recommended in Report Number S 049/2024 (Z-006/24; ZNG-7179).

iii. The proposed development on the subject lands is deemed a development per Section 41(1) of the Planning Act; therefore, Site Plan Control shall be an additional tool for the implementation of this amendment.

SCHEDULE A


LANDS AFFECTED BY
OFFICIAL PLAN AMENDMENT NO.184
PARENT AVE
TECUMSEH
IRVINE AVE
MARENTETTE AVE
LOUIS AVE
ELSMERE AVE
TERMINAL ST
WELLESLEY AVE
City Centre
ERIE ST E
ERIE ST W
CRAWFORD AVE
LINCOLN RD
OTTAWA ST
GILES BLVD E
Walkerville
University
OUELLETTE AVE
HOWARD AVE
MCDOUGALL ST
PARENT AVE
South Central
TECUMSEH RD E
TECUMSEH RD W
DOUGALL AVE
South Cameron
Remington Park
DROUILLARD RD
WALKER RD
SEMINOLE ST
East Windsor
GEORGE AVE
South Walkerville
Fontainbleu
CENTRAL AVE
GRAND MARAIS RD E
OFFICIAL PLAN AMENDMENT NO. 184
AREA SUBJECT TO OFFICIAL PLAN AMENDMENT NO.184
AREA OF DEVELOPMENT
SPECIAL POLICY AREAS
PLANNING DISTRICTS
SECONDARY PLANS

SCHEDULE D


LANDS AFFECTED BY
OFFICIAL PLAN AMENDMENT NO.184
PARENT AVE
TECUMSEH R
IRVINE AVE
MARENTETTE AVE
LOUIS AVE
TERMINAL ST
WELLESLEY AVE
ELSMERE AVE
PARENT AVE
GILES BLVD E
OTTAWA ST
HOWARD AVE
MCDOUGALL ST
OUELLETTE AVE
PARENT AVE
WALKER RD
TECUMSEH RD E
TECUMSEH RD W
OFFICIAL PLAN AMENDMENT NO. 184
AREA SUBJECT TO OFFICIAL PLAN AMENDMENT NO.184
AREA OF DEVELOPMENT
RESIDENTIAL
MIXED USE CORRIDOR
MIXED USE NODE
MIXED USE CENTRE
INDUSTRIAL
BUSINESS PARK
MAJOR INSTITUTIONAL
NATURAL HERITAGE
OPEN SPACE
WATERFRONT RESIDENTIAL

APPENDIX "G"
Draft Amending By-law

B Y - L A W N U M B E R -2024

A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW"

Passed the day of , 2024.

WHEREAS it is deemed expedient to further amend By-law Number 8600 of the Council of The Corporation of the City of Windsor, cited as the "City of Windsor Zoning By-law" passed the 31st day of March, 1986, as heretofore amended:

THEREFORE the Council of The Corporation of the City of Windsor enacts as follows:

1. That subsection 1 of Section 20, of said by-law, is amended by adding the following clause:

501. SOUTHEAST CORNER OF MARENTETTE AVENUE AND TECUMSEH ROAD EAST

For the lands comprising of Lots 59 & 60, Part of Lot 1, & Part of Closed Alley, Plan 908; Part of Lots 23 & 24, Plan 140, PIN No. 01322-0389 LT (in part), and delineated by a heavy blue line on Schedule 2, attached to By-law xxx-2024, the following shall apply::

1. Main Building Height - minimum 14.0 m
2. A minimum of 80.0% of the north and west faces of the first and second floors not occupied by windows, doors, or HVAC infrastructure shall have an exterior finish of brick, textured concrete, and/or stone.
3. Side Yard Width from the north limit of Lot 61 & Part of Closed Alley, Plan 908, PIN No. 01322-0359 LT - minimum. 20.0 m
4. A parking area is prohibited in a front yard and an exterior side yard, save and except for an access area or collector aisle necessary for providing access to a parking area from Marentette Avenue.
5. Notwithstanding Section .3 of Table 25.5.20.1, a minimum separation of 3.00 metres shall be provided from a parking area to the north limit of Lot 61 & Part of Closed Alley, Plan 908, PIN No. 01322-0359 LT.

[ZDM 7; ZNG/7179]

2. The said by-law is further amended by changing the Zoning District Maps or parts thereof referred to in Section 1, of said by-law and made part thereof, so that the lands described in Column 3 are delineated by a broken line and further identified by the zoning symbol shown in Column 6:

1. Item Number	2. Zoning District Map Part	3. Lands Affected	4. Official Plan Amendment Number	5. Zoning Symbol	6. New Zoning Symbol
1	7	Lots 59 & 60, Part of Lot 1, & Part of Closed Alley, Plan 908; Part of Lots 23 & 24, Plan 140, PIN No. 01322-0389 LT (in part) (located on the southeast corner of Marentette Avenue and Tecumseh Road East)	184	CD3.3 RD1.3	RD3.2 S.20(1)501

DREW DILKENS, MAYOR

CLERK

First Reading - , 2024

Second Reading - , 2024

Third Reading - , 2024

SCHEDULE 2

1. By-law _____ has the following purpose and effect:

   To amend the zoning of the lands located on the southeast corner of Marentette Avenue and Tecumseh Road East, legally described as Lots 59 & 60, Part of Lot 1, & Part of Closed Alley, Plan 908; Part of Lots 23 & 24, Plan 140, PIN No. 01322-0389 LT (in part), to permit the development of a multiple dwelling on the subject land.

   The amending by-law changes the Commercial District 3.3 (CD3.3) (in part) and Residential District 1.3 (RD1.3) zoned portions of the subject land to Residential District 3.2 (RD3.2) with a special zoning provision with regulations to ensure that the Mixed-Use Corridor and other applicable policies of the Official Plan are achieved.

2. Key map showing the location of the lands to which By-law _____applies.



PART OF ZONING DISTRICT MAP 7

N.T.S.

SCHEDULE 2

Applicant: Giovanni Caboto Club

SUBJECT LANDS AREA OF DEVELOPMENT

PLANNING & BUILDING DEPARTMENT

DATE : MARCH, 2024
FILE NO. : Z-006/24, ZNG/7179

akoustik engineering limited

138 Angstrom Cres.
Amherstburg, ON N9V 3S3
Phone: (519)903-7193
Fax: (800) 241-9149

August 24, 2023

John Bortolotti
Sfera Architectural Associates Inc.
4510 Rhodes Dr., Unit 220
Windsor, ON N8W 5K5
jbortolotti@sferaarch.com
O: 519 254 2600

Re: Environmental Noise Assessment Report for the Proposed Residential Development – Caboto Club Apartments, City of Windsor, Ontario

Dear Mr. Bortolotti:

Please find attached a noise assessment report for the proposed residential development located on Tecumseh Road East in the City of Windsor, Ontario. This assessment considers the potential impacts from transportation noise, including road and rail.

I trust that the enclosed information meets your requirements. Please do not hesitate to contact me if you have any questions.

Sincerely,

Colin Novak PhD, PEng.

Environmental Noise Assessment Report for the Proposed Caboto Club Apartment Residential Development, City of Windsor



August 24, 2023

138 Angstrom Cres., Amherstburg, ON, N9V 3S3
Phone: (519) 903-7193 Fax: (800) 241-9149

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Statement of Liability

Akoustik Engineering Limited prepared this acoustical assessment report for Sfera Architectural Associates Inc. The material in it reflects Dr. Helen Ule's and Dr. Colin Novak's judgement in light of the information available to them and Akoustik Engineering Limited at the time of the study, including all acoustical measurements, under the stated test conditions. Any use that a Third Party makes of this report (other than Sfera Architectural Associates Inc.), or any reliance on decisions made based on it, is the responsibility of such Third Parties. Akoustik Engineering Limited accepts no responsibility for damages, if any, suffered by any Third Party resulting from decisions made or actions based on this report.

Introduction

This report is a noise assessment prepared for Sfera Architectural Associates Inc. in accordance with the procedures for noise assessment outlined by the applicable Ministry of the Environment, Conservation and Parks (MECP) Noise Pollution Control Guidelines (NPC). This assessment is in support of an application for a proposed six storey residential apartment development to be located on Tecumseh Road East, Windsor, Ontario, which is adjacent to the existing Caboto Club facility. The assessment pertains to the environmental noise impacts on the development from nearby sources of transportation noise. An illustration of the geographical area showing the proposed development areas used for this assessment is given in Appendix A: Site Location.

The expected transportation noise impacts have been predicted using the MECP prediction software STAMSON and are based on available road and rail traffic volumes, which have been projected 10 years forward. Given that the road traffic occurs during all periods of a 24-hour day, as defined by the applicable MECP's Noise Pollution Control documents (NPC-300), the assessment has been carried out for the entire 24-hour period. A description for any recommended abatement (if required) to control the noise is included in this report.

Identification of Noise Sources

A zoning map for the area is provided in Appendix B: Land-use Zoning Map of Area. The proposed development is surrounded by commercial land in all directions. It should be noted that immediately outside of the surrounding band of commercial land are residential lands. The Ministry of the Environment, Conservation and Parks specifications for the identification of existing or future major sources of noise impact on a development is whether they are within 500 metres of the site. The noise sources which have been identified to possibly produce an impact on the proposed development are Tecumseh Road East (eastbound and westbound) immediately north of the development, Parent Avenue to the east and Howard Avenue which is west of the development. The posted speeds for all the identified roadways is 50 km/h.

The identification of rail noise impacts on a development is whether the nearest track of railway line is within 300 metres of the site. Given that this proposed development is located within 300 metres of the nearby Essex Terminal Railway (ETR) rail line, the impacts from rail noise are included in this assessment report. Given that the rail is more than 75 meters from the proposed building, the measurement and assessment of ground vibrations is not required.

There are no other significant sources (transportation or stationary) of noise which are expected to have an impact on the proposed development.

Ministry of the Environment, Conservation and Parks Noise Criteria

In accordance with the MECP Noise Pollution Control (NPC) Guideline, NPC-300, the following sound level limits from transportation noise for Class 1 residential development have been set and are shown in

Table 1 below. The NPC-300 reference pages are given in Appendix C: NPC-300 Reference Pages. The proposed development is classified as a Class 2 area, given that the region has an acoustical environment typical of a major population centre, where the background sound level is dominated by the activities of people, usually road traffic, often referred to as "urban hum". It is worth noting that where the sound level limits presented in Table 1 are exceeded, noise control abatement is required.

Table 1: Ministry of the Environment and Climate Change Noise Criteria for a Class 1 Area – Transportation Noise

Point of Reception Location	Daytime LA_{eq} [dBA]	Nighttime LA_{eq} [dBA]
Outdoor Living Area (OLA)	55	--
Plane of Window (Indoor)	55 (45)	50 (40)

From Table 1, daytime refers to the period from 07:00 to 23:00 and nighttime refers to the period from 23:00 to 07:00 hours. An outdoor living area (OLA) generally refers to a location such as a patio, yard, or barbeque area. There are no designated outdoor amenity areas for this development.

The limits presented in Table 1 are the limits before noise control measures are required. The noise level limit in an OLA may be exceeded by up to 5 dBA if proper warning clauses are inserted in the titles, deeds, and any tenancy agreements relating to the property and only after barriers or other noise control measures have been found to be impractical or unfeasible. A noise attenuation barrier is required to protect and bring the sound level down to 55 dBA in the OLA if the noise level exceeds 60 dBA. Only in cases where the required noise control measures are not feasible for technical, economic or administrative reasons would an excess above the limit (55 dBA) be acceptable with the appropriate warning clause; in this situation, any excess above the noise limit will not be deemed acceptable if it exceeds 5 dB.

The guideline also recommends the provision for the installation of central air conditioning when the noise level outside the plane of a window exceeds 55 dBA for the daytime or 50 dBA for the nighttime. If the noise level exceeds 65 dBA for the daytime or 60 dBA for the nighttime, the installation of central air conditioning should be implemented. Further, building components including exterior walls, windows and doors should be designed to have sufficient Sound Transmission Class (STC) ratings to meet the indoor noise guidelines given in Table 1.

Identification of the Representative Receptor Locations

The proposed six storey apartment building is to consist of 54 apartments. There are no designated outdoor amenity areas as defined by the MECP within the development area. Figure 1 below identifies the development area within the red region. It should be noted that while the surrounding property is also owned by the developer of the proposed development, only the region within the red outline and identified as the development area is considered and evaluated in this report.

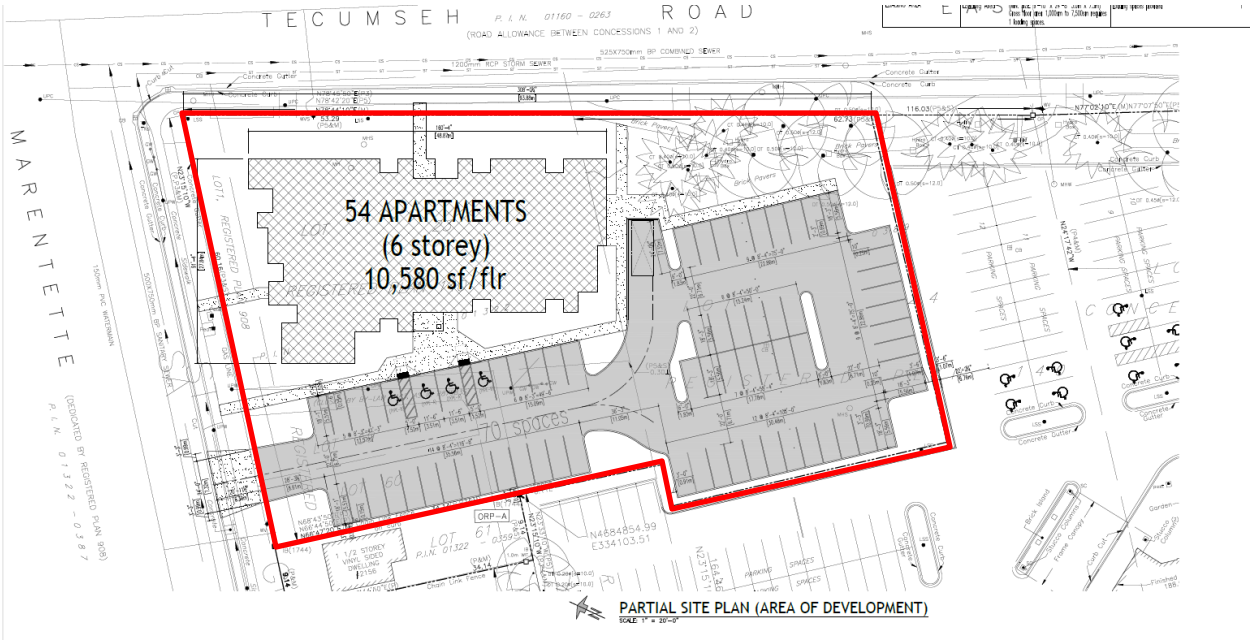


Figure 1: Partial Site Plan Illustrating the Area of Development

The MECP defines a sensitive point of reception (POR) as an existing, or zoned for future use, residence, hotel, nursing or retirement home, hospital, campground or other sensitive building/area within 500 metres of the facility. An aerial view of the facility and surrounding location is included in Appendix A: Facility Location and Noise Sources, which illustrates the land surrounding the property and the identified PORs. For this study, seven representative sensitive receptors are identified for evaluation of potential noise impact from the nearby sources of transportation noise.

POR1 is taken to be at the northwest corner of the building, POR2 is located at the northeast corner of the building, POR3 is at the southwest corner of the building and POR4 is taken to be at the southeast corner of the building. For these PORs, the units on the first (L) and sixth storeys (U) are considered (i.e. POR1L, POR1U, POR2L, POR2U etc.).

Assessment Approach for Transportation Noise

The predicted sound levels from the nearby road traffic were determined using the MECP prediction noise modelling software STAMSON 5.0. All input data pertaining to the development was based on the site plan provided at the time of the study and as shown in Appendix A: Site Location. The input data used to calculate the predicted sound level exposures for the selected receptors impacted by the road traffic noise, and the resulting outputs, are given in Appendix D: Noise Model Printout. The model for the predicted noise levels at the representative units was developed to determine compliance to the MECP limits and extent of the noise control measures required (if any). The MECP requires the calculation of the noise impacts to be determined at the plane of window for the dwelling(s) and OLA locations.

Transportation Noise Source Data

Road traffic volume data was obtained from the City of Windsor Average Daily Traffic Volume document dated January 2020. It is assumed in this case that the annual average daily traffic (AADT) is equivalent to the average daily traffic (ADT). The projected road traffic volumes, along with the breakdown of vehicle types are given in Appendix E: Road Traffic Volume Data. Also, given in Appendix E are the distances between the representative receptor locations and the roadway that were used in the prediction model.

Given that the traffic report document gives only one year of traffic volume data for roadways considered in this assessment, a conservative 2% growth rate is assumed for the roadways. Day and night traffic volumes were calculated having an assumed 90%-day and 10%-night split as per the MECP STAMSON protocol. The percentage of commercial truck traffic on Tecumseh Road East was taken as 5% with 20% of that being heavy trucks and 80% being medium trucks. The percent of commercial truck traffic on Parent Avenue was taken as 2% with 0% of the commercial traffic as heavy trucks and 100% medium trucks. The percentage of commercial truck traffic on Howard Avenue was taken as 5% with 20% of this being heavy trucks and the remaining 80% being medium trucks.

The ETR train volume data, along with other pertinent information was provided by the local ETR office. The rail traffic data was projected 10 years into the future using a 2.5% increase per annum. As such, the predicted noise levels given in this report are for future traffic volumes. The ETR traffic information is given in Appendix F: Rail Traffic Volume Data.

Transportation Noise Source Summary

The predicted noise level impacts for the daytime and nighttime periods at the plane of window for the representative receptors with no control measures are given in Table 2. From this table, it is seen that the MECP noise limits for transportation noise identified in Table 1 are exceeded at all the units during the daytime and most during the nighttime periods. As such, noise abatement controls are required.

Table 2: Predicted Road and Rail Noise Levels – Plane of Window – with No Abatement

POR ID	Daytime Period LAeq (dBA)	Nighttime Period LAeq (dBA)
POR1L (1.5 m height)	66	59
POR1U (16.5 m height)	67	61
POR2L (1.5 m height)	66	59
POR2U (16.5 m height)	67	61
POR3L (1.5 m height)	57	50

POR3U (16.5 m height)	60	53
POR4L (1.5 m height)	58	52
POR4U (16.5 m height)	61	54

*red text denotes exceedance

Given that the receptor sound levels exceed the MECP noise limits at most representative residential units, warning clauses are required to meet the noise guideline limits given in Table 1. Also required is the specification of building component design for noise control for the exterior walls, doors and windows. These must be designed to have sufficient Sound Transmission Class (STC) ratings to meet the indoor noise guidelines given in Table 1.

Results and Noise Control Requirements

The following section is a summary and assessment of the modeled results for the representative units with respect to transportation sources of noise.

Rail and Road Noise

As specified by the MECP Environmental Noise Guideline NPC-300, the outdoor and indoor sound level limits (based on one-hour LA_{eq} values) at a residence for road traffic noise are categorized into three (3) limits, based on the type of space assessed. The document also specifies the recommended noise control measures, if required, that should be followed for the plane of a window (ventilation requirements) and the indoor living area (building components) noise assessments. The select pages from the NPC-300 guideline given in Appendix C includes the stated warning clauses and other requirements based on the predicted noise levels.

The predicted noise level impacts for the daytime and nighttime periods at the plane of window for the representative receptors with no control measures are given in Table 2. From this table, it was shown that the MECP noise limits for transportation noise identified in Table 1 are exceeded. Given this, warning clauses are required.

Notes taken from NPC-300 (where applicable):

> Note A: Noise control measures may be applied to reduce the sound level to 55 dBA. If measures are not provided, prospective purchasers or tenants should be informed of potential noise problems by a warning clause Type A.
>
> Note B: Noise control measures should be implemented to reduce the level to 55 dBA. Only in cases where the required noise control measures are not feasible for technical, economic or administrative reasons would an excess above the limit (55 dBA) be acceptable with a warning clause Type B.

Note C: The dwelling should be designed with a provision for the installation of central air conditioning in the future, at the occupant's discretion. Warning clause Type C is also recommended.

Note D: Installation of central air conditioning should be implemented with a warning clause Type D. In addition, building components including windows, walls and doors, where applicable, should be designed so that the indoor sound levels comply with the sound level limits in Table C-2.

Note E: Building components including windows, walls and doors, where applicable, need to be designed so that the indoor sound levels comply with the sound level limits in Table C-2. The acoustical performance of the building components (windows, doors and walls) needs to be specified. In addition, the exterior walls of the first row of dwellings next to railway tracks are to be built to a minimum of brick veneer or masonry equivalent construction, from the foundation to the rafters when the rail traffic Leq (24-hour), estimated at a location of a nighttime receptor, is greater than 60 dBA, and when the first row of dwellings is within 100 metres of the tracks.

If required, the following warning clauses are to be implemented in all development agreements, offers to Purchase, and agreements of Purchase or Sale or Lease of each dwelling unit:

Warning Clause(s) (where applicable):

Type A: "Purchasers/tenants are advised that sound levels due to increasing road traffic and rail traffic may occasionally interfere with some activities of the dwelling occupants as the sound levels exceed the sound level limits of the Municipality and the Ministry of the Environment, Conservation and Parks."

Type B: "Purchasers/tenants are advised that despite the inclusion of noise control features in the development and within the building units, sound levels due to increasing road traffic and rail traffic may on occasions interfere with some activities of the dwelling occupants as the sound levels exceed the sound level limits of the Municipality and the Ministry of the Environment, Conservation and Parks."

Type C: "This dwelling unit has been designed with the provision for adding central air conditioning at the occupant's discretion. Installation of central air conditioning by the occupant in low and medium density developments will allow windows and exterior doors to remain closed, thereby ensuring that the indoor sound levels are within the sound level limits of the Municipality and the Ministry of the Environment, Conservation and Parks."

Type D: "This dwelling unit has been equipped with central air conditioning in order to allow windows and exterior doors to remain closed, thereby ensuring that the indoor sound levels are within the sound level limits of the Municipality and the Ministry of the Environment, Conservation and Parks. Air conditioning units are to be installed in a noise insensitive area."

Type E: "Purchasers/tenants are advised that due to the proximity of the adjacent facility, noise from the facility may at times be audible."

Given the proximity of the proposed lots, it is required that the following warning clause be implemented in all development agreements, offers to Purchase, and agreements of Purchase or Sale or Lease of each

affected dwelling unit (all units). Further information can be found in Appendix H: CN Rail Land Use Guidelines.

Warning Clause:

Essex Terminal Railway, or its assigns or successors in interest has or have a right-of-way within 300 meters from the land the subject hereof. There may be alterations to or expansions of the railway facilities on such rights-of-way in the future including the possibility that the railway or its assigns or successors as aforesaid may expand its operations, which expansion may affect the living environment of the residents in the vicinity, notwithstanding the inclusion of any noise and vibration attenuating measures in the design of the development and individual dwelling(s). ETR will not be responsible for any complaints or claims arising from use of such facilities and/or operations on, over or under the aforesaid rights-of-way.

STC Requirements

Given the predicted excessive noise levels, the calculation for the minimum sound transmission class (STC) for the window, door and building wall components is required. The STC building requirements were determined for an assumed living room. The sound level at the plane of the window was taken to be 67 dBA (worst case) during the daytime. Given there is railway activity during the daytime period only, both the noise impacts from roadway and rail noise is considered to determine the STC requirements to achieve a 40 dBA daytime indoor sound level limit for the living room area. The window requirements were calculated for both an operable thick double/triple paned window and a sealed thick double-glazed window. The typical living room was assumed to have a floor area of 11 m^2 with a window area of 3.75 m^2, an exterior door area of 1.86 m^2 and a wall area of 8.5 m^2. Given that the representative space is a living room, it was also assumed that the room is intermediately absorbative as a typical living room is furnished by both soft and hard surfaces (e.g., couch, non-carpeted floors, window treatments etc.). The program inputs and results for the STC calculations are given in Appendix G: STC Output Results. The building component STC requirements are provided in Table 3.

Table 3: Building Components STC Requirements.

Location Evaluated	Required STC for Building Exterior Walls	Required STC for Double Exterior (Balcony) Door	Required STC for Building Windows
Living Room	39	27	32 for operable thick double/triple paned
			35 for sealed thick double glazed

Combined Results Summary

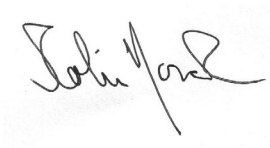
Table 4 summarizes the required warning clauses and building requirements for all residential units within the proposed development. It is required that any necessary warning clauses be implemented in all development agreements, offers to Purchase, and agreements of Purchase or Sale or Lease as identified in Table 4.

Table 4: Summary of Warning Clauses and Building Component Requirements

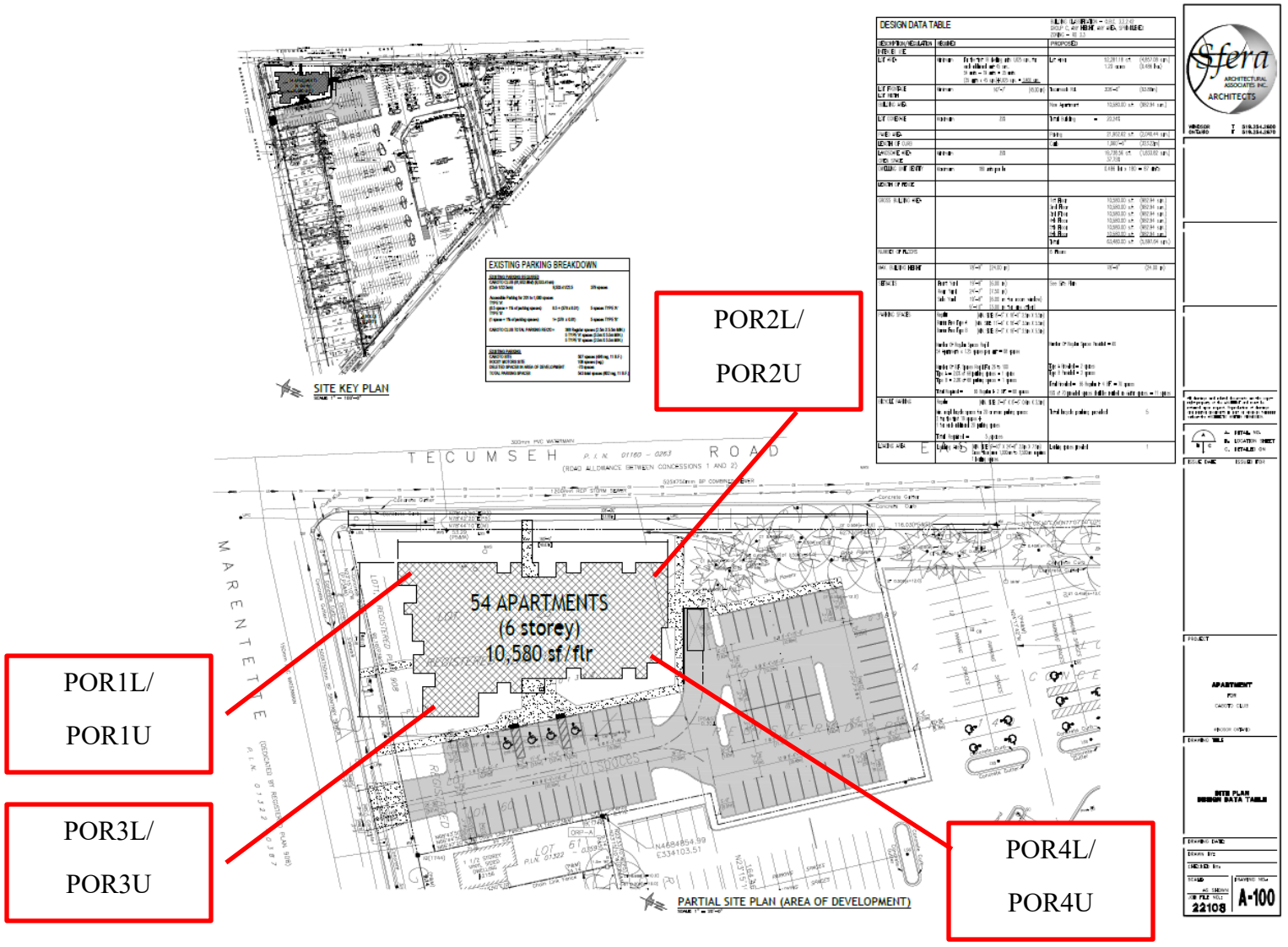
POR	Noise Barrier Requirement (Y/N)	Warning Clause(s)	Building Component Requirement(s)	Ventilation Requirement(s)
Units with facades facing Tecumseh Road East	N/A	Type D, Rail	Minimum STC Rating for the following Building Components: Exterior Wall – 39 Window – 32 (operable thick double paned) Window – 35 (sealed thick double paned) Double exterior (balcony) door - 27	Installation of Central Air Conditioning
Units with no facades facing Tecumseh Road East	N/A	Type C, Rail	Minimum Ontario building code	Provision for adding Central Air Conditioning

Conclusion

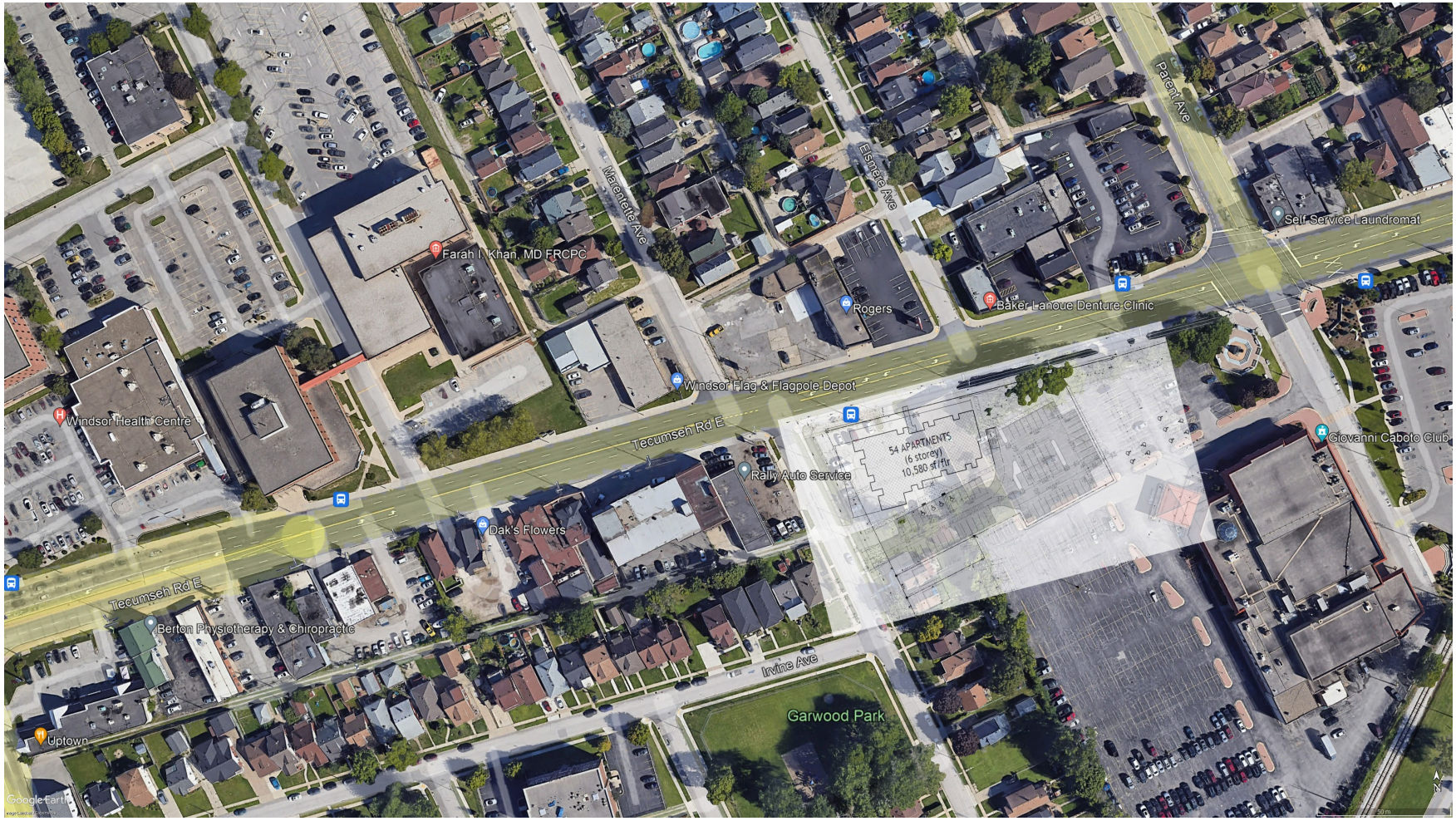
The noise impacts on the proposed development are found to exceed the limits set by the Ontario Ministry of the Environment, Conservation and Parks. However, given that the noise impacts can be mitigated through the installation or provision for the future installation of central air conditioning, warning clauses and appropriate building material design (STC), it is recommended that the development be given approval with the understanding that the stated noise control measures are implemented. It should also be noted that there shall be no designated outdoor living area within the defined development area.

For akoustik engineering limited		
	Prepared by: **Helen Ule, Ph.D., PEng**	**Reviewed by:** **Colin Novak, Ph.D., PEng**

Appendix A: Facility Location and Noise Sources

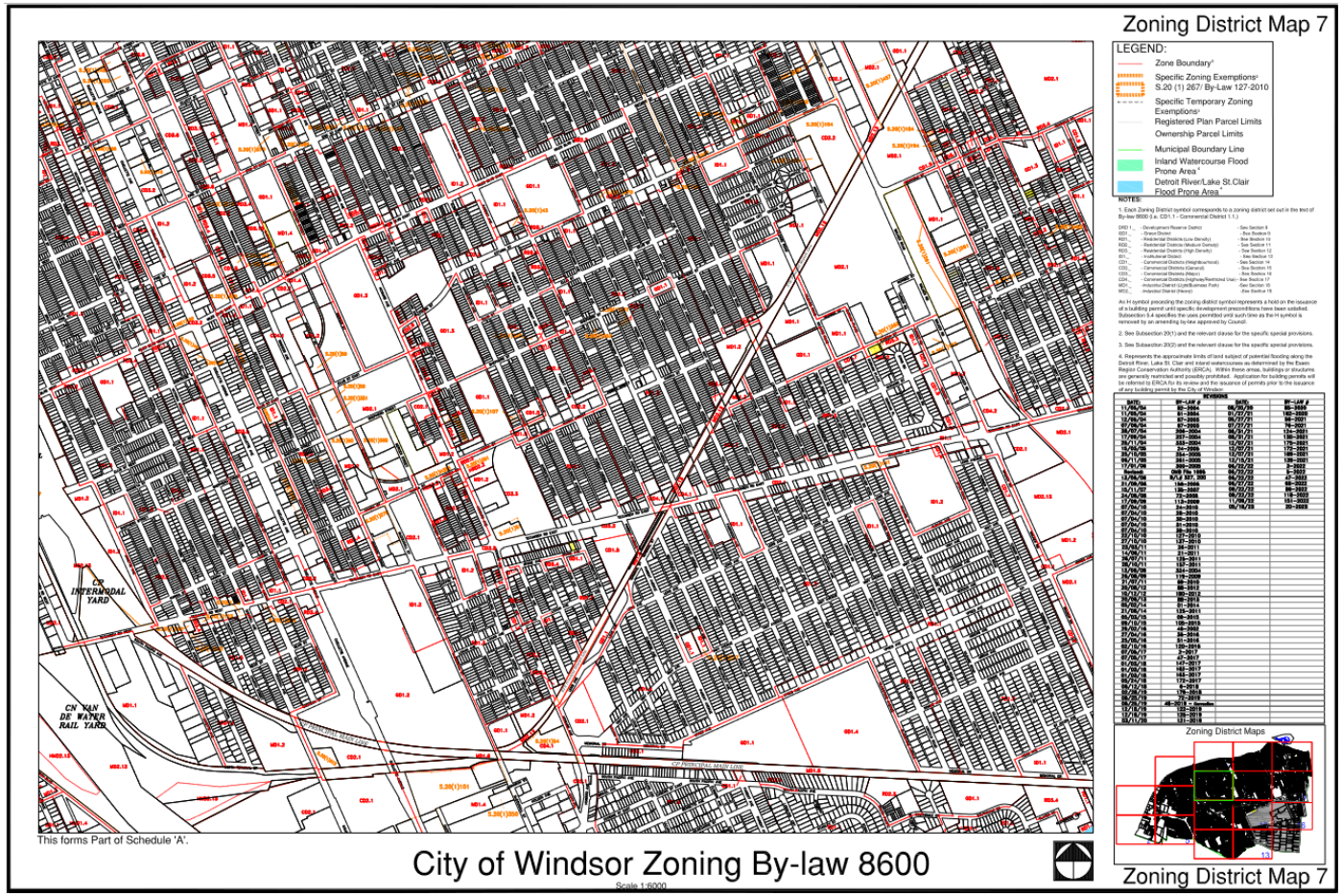


A1: Proposed Development and POR Locations

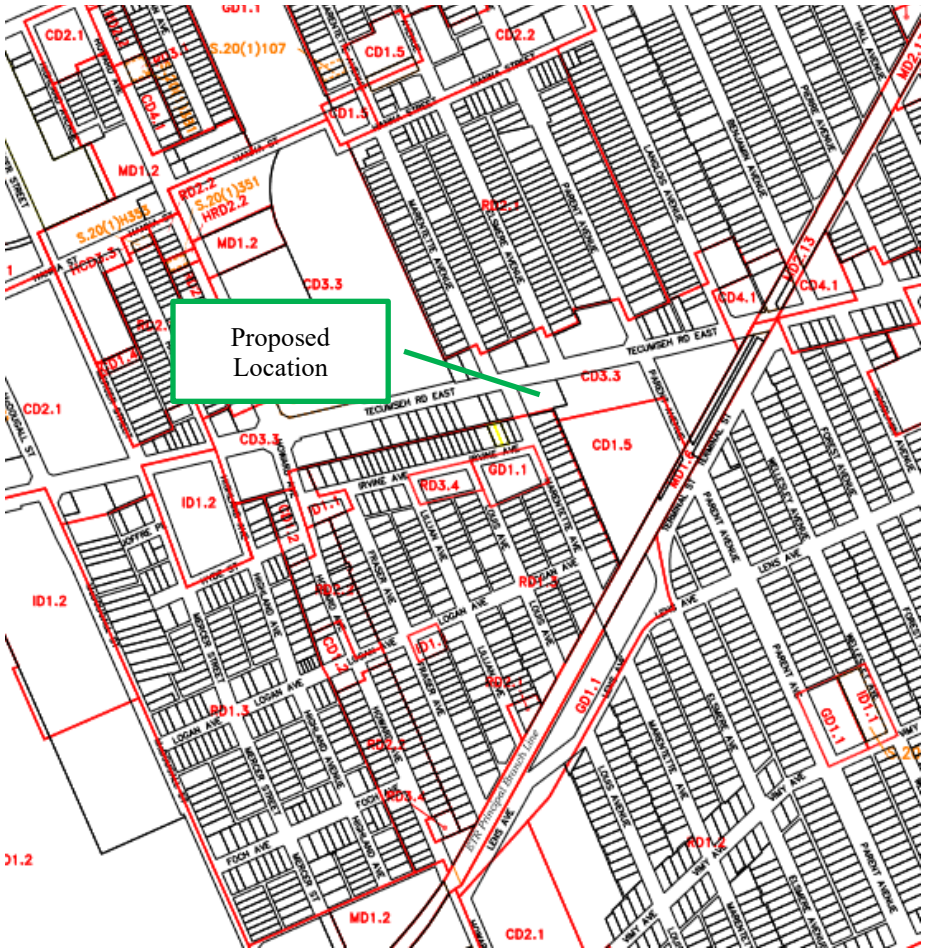


A2: Aerial View of Proposed Development Location

Appendix B: Zoning By-law Map



B1: Zoning District Map – City of Windsor; Zoning Map 7



B2: Zoning District Map – City of Windsor; Map No. 7, Site Location

Appendix C: NPC-300 Reference Pages

for that point of reception. The outdoor sound level limits for stationary sources apply only to daytime and evening (07:00 – 23:00 hours). Sound level limits apply during the nighttime period (23:00 – 07:00) for the plane of the window of a noise sensitive space. In general, the outdoor points of reception will be protected during the nighttime as a consequence of meeting the sound level limits at the adjacent plane of window of noise sensitive spaces.

Note that for Class 1, 2 and 3 areas, the plane of window limits apply to a window that is assumed to be open. For Class 4 areas, the plane of window limits apply to a window which is assumed to be closed. This distinction does not affect the prediction of plane of window sound levels.

Table B-1
Exclusion Limit Values of One-Hour Equivalent Sound Level (L_{eq}, dBA)
Outdoor Points of Reception

Time of Day	Class 1 Area	Class 2 Area	Class 3 Area	Class 4 Area
07:00 – 19:00	50	50	45	55
19:00 – 23:00	50	45	40	55

Table B-2
Exclusion Limit Values of One-Hour Equivalent Sound Level (L_{eq}, dBA)
Plane of Window of Noise Sensitive Spaces

Time of Day	Class 1 Area	Class 2 Area	Class 3 Area	Class 4 Area
07:00 – 19:00	50	50	45	60
19:00 – 23:00	50	50	40	60
23:00 – 07:00	45	45	40	55

B7.2 Impulsive Sound – Outdoors and Plane of Window

For impulsive sound, other than Quasi-Steady Impulsive Sound, from a stationary source, the sound level limit at a point of reception expressed in terms of the Logarithmic Mean Impulse Sound Level (L_{LM}) is the higher of the applicable exclusion limit value given in Table B-3 or Table B-4, or the background sound level for that point of reception. The outdoor sound level limits for stationary sources apply only to daytime and evening (07:00 – 23:00 hours). Sound level limits apply during the nighttime period (23:00 – 07:00) for the plane of the window of a noise sensitive space. In general, the outdoor points of reception will be protected during the nighttime as a consequence of meeting the sound level limits at the adjacent plane of window of noise sensitive spaces.

Notwithstanding Publication NPC-103, Reference [29], the following sound level limits in Table B-3 and Table B-4 below apply to impulsive sound:

C 1: Exclusion Limit Values for Stationary Sources

In addition, sound level limits do not apply to emergency equipment operating in emergency situations.

B7.4 Sound Level Limits for Layover Sites

The sound level limit for noise from a layover site in any hour, expressed in terms of the One-Hour Equivalent Sound Level (L_{eq}) is the higher of either 55 dBA or the background sound level.

B8 Noise Impact Assessment – Multiple Sources

Impulse sources, non-impulse sources and emergency equipment are to be analyzed separately. Where there are multiple, non-impulse sources at a stationary source, the noise assessment needs to be based on the combined effect of all sources comprising the stationary source, added together on an energy basis.

B9 Determination of Area Class

Area classification refers to the receptor location.

B9.1 Class 1, 2 and 3 Areas

Determination of whether an area is Class 1, 2 or 3 can usually be done by determining the proximity of the point of reception to roads, the volumes of road traffic (and associated sound levels), and the nature of land uses and activities (or lack thereof) in the area, as a function of time.

B9.2 Class 4 Area

Class 4 area classification is based on the principle of formal confirmation of the classification by the land use planning authority. Such confirmation would be issued at the discretion of the land use planning authority and under the procedures developed by the land use planning authority, in the exercise of its responsibility and authority under the Planning Act.

The following considerations apply to new noise sensitive land uses proposed in a Class 4 area:

- an appropriate noise impact assessment should be conducted for the land use planning authority as early as possible in the land use planning process that verifies that the applicable sound level limits will be met;
- noise control measures may be required to ensure the stationary source complies with the applicable sound level limits at the new noise sensitive land use;

C 2: Determination of Area Class

L_{eq} (8). For complete description on assessing road traffic impacts, refer to ORNAMENT. Other traffic noise prediction models have been and are being developed by various authorities and may be adopted from time to time for use in Ontario by the MOE.

In order to be consistent with MOE guidelines, the sound level should be assessed in an OLA, such as a rear yard or a patio, and in indoor living areas, such as bedrooms and living rooms. Where the noise impact exceeds the applicable sound level limits, mitigation measures such as site planning, architectural design, noise barriers, building envelope elements (windows, exterior walls, doors) with upgraded sound isolation performance and/or central air conditioning may be required. Noise control measures are not required if the sound level estimated in the OLA is 55 dBA or less during the daytime and 50 dBA or less in the plane of bedroom windows during either daytime or nighttime.

C3.2.2 Daytime Outdoor Sound Level Limit

Table C-1 gives the equivalent sound level (L_{eq}) limit for designated OLAs. The limit applies to the entire daytime period from 07:00 to 23:00.

Table C-1
Sound Level Limit for Outdoor Living Areas
Road and Rail

Time Period	L_{eq} (16) (dBA)
16-hour, 07:00 – 23:00	55

C3.2.3 Indoor Sound Level Limits

Table C-2 gives the equivalent sound level (L_{eq}) limits and the applicable time periods for the indicated types of indoor spaces. The specified indoor sound level limits are maxima and apply to the indicated indoor spaces with windows and doors closed.

Table C-2
Indoor Sound Level Limits
Road and Rail

Type of Space	Time Period	L_{eq} (dBA)	
		Road	Rail
Living/dining, den areas of residences, hospitals, nursing homes, schools, daycare centres, etc.	07:00 – 23:00	45	40
Living/dining, den areas of residences, hospitals, nursing homes, etc. (except schools or daycare centres)	23:00 – 07:00	45	40
Sleeping quarters	07:00 – 23:00	45	40

C 3: Daytime Outdoor and Daytime/Nighttime Indoor Sound Level Limits

Table C-10
Supplementary Indoor Aircraft Noise Limits
(Applicable over 24-hour period)

Type of Space	Indoor NEF/NEP*
General offices, reception areas, retail stores, etc.	15
Individual or semi-private offices, conference rooms, etc.	10
Living/dining areas of residences, sleeping quarters of hotels/motels, theatres, libraries, schools, daycare centres, places of worship, etc.	5
Sleeping quarters of residences, hospitals, nursing/retirement homes, etc.	0

* The indoor NEF/NEP values listed in Table C-10 are not obtained from NEF/NEP contour maps. The values are representative of the indoor sound levels and are used as assessment criteria for the evaluation of acoustical insulation requirements.

C7 Noise Control Measures

The following sections provide MOE guidance for appropriate noise control measures. These sections constitute requirements that are applied to MOE approvals for stationary sources. This information is also provided as guidance which land use planning authorities may consider adopting.

The definition in Part A describes the various types and application of noise control measures. All the noise control measures described in the definition are appropriate to address the impact of noise of transportation sources (road, rail and aircraft) on planned sensitive land uses. Only some of the noise control measures described in the definition are appropriate to address the noise impact of stationary sources on planned sensitive land uses.

C7.1 Road Noise Control Measures

C7.1.1 Outdoor Living Areas

If the 16-Hour Equivalent Sound Level, L_{eq} (16) in the OLA is greater than 55 dBA and less than or equal to 60 dBA, noise control measures may be applied to reduce the sound level to 55 dBA. If measures are not provided, prospective purchasers or tenants should be informed of potential noise problems by a warning clause Type A.

If the 16-Hour Equivalent Sound Level, L_{eq} (16) in the OLA is greater than 60 dBA, noise control measures should be implemented to reduce the level to 55 dBA. Only in cases where the required noise control measures are not feasible for technical, economic or administrative reasons would an excess above the limit (55 dBA) be acceptable with a warning clause Type B. In the above situations, any excess above the limit will not be acceptable if it exceeds 5 dBA.

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C 4: Noise Control Measures – Road Noise Control Measures

C7.1.2 Plane of a Window – Ventilation Requirements

C7.1.2.1 Daytime Period, 07:00 – 23:00 Hours

Noise control measures may not be required if the L_{eq} (16) daytime sound level in the plane of a bedroom or living/dining room window is less than or equal to 55 dBA. If the sound level in the plane of a bedroom or living/dining room window is greater than 55 dBA and less than or equal to 65 dBA, the dwelling should be designed with a provision for the installation of central air conditioning in the future, at the occupant's discretion. Warning clause Type C is also recommended.

If the daytime sound level in the plane of a bedroom or living/dining room window is greater than 65 dBA, installation of central air conditioning should be implemented with a warning clause Type D. In addition, building components including windows, walls and doors, where applicable, should be designed so that the indoor sound levels comply with the sound level limits in Table C-2. The location and installation of the outdoor air conditioning device should comply with sound level limits of Publication NPC-216, Reference [32], and guidelines contained in Environmental Noise Guidelines for Installation of Residential Air Conditioning Devices, Reference [6], or should comply with other criteria specified by the municipality.

C7.1.2.2 Nighttime Period, 23:00 – 07:00 Hours

Noise control measures may not be required if the L_{eq} (8) nighttime sound level in the plane of a bedroom or living/dining room window is less than or equal to 50 dBA. If the sound level in the plane of a bedroom or living/dining room window is greater than 50 dBA and less than or equal to 60 dBA, the dwelling should be designed with a provision for the installation of central air conditioning in the future, at the occupant's discretion. Warning clause Type C is also recommended.

If the nighttime sound level in the plane of a bedroom or living/dining room window is greater than 60 dBA, installation of central air conditioning should be implemented, with a warning clause Type D. In addition, building components including windows, walls and doors, where applicable, should be designed so that the indoor sound levels comply with the sound level limits in Table C-2. The location and installation of the outdoor air conditioning device should comply with sound level limits of Publication NPC-216, Reference [32], and guidelines contained in Environmental Noise Guidelines for Installation of Residential Air Conditioning Devices, Reference [6], or should comply with other criteria specified by the municipality.

C7.1.3 Indoor Living Areas – Building Components

If the nighttime sound level outside the bedroom or living/dining room windows exceeds 60 dBA or the daytime sound level outside the bedroom or living/dining area windows exceeds 65 dBA, building components including windows, walls and doors, where applicable, should be designed so that the indoor sound levels comply with the

C 5: Noise Control Measures – Road Noise Control Measures (Continued)

sound level limits in Table C-2. The acoustical performance of the building components (windows, doors and walls) should be specified.

C7.2 Rail Noise Control Measures

C7.2.1 Outdoor Living Areas

Whistle noise is not included in the determination of the outdoor daytime sound level due to railway trains. All the provisions of Section C7.1.1 apply also to noise control requirements for rail noise.

C7.2.2 Plane of a Window – Ventilation Requirements

Whistle noise is not included in the determination of the sound level in the plane of a window. All the provisions of Section C7.1.2 apply also to noise control requirements for rail noise.

C7.2.3 Indoor Living Areas – Building Components

The sound level, L_{eq}, during the daytime (16-hour) and nighttime (8-hour) periods is determined using the prediction method STEAM, Reference [34], immediately outside the dwelling envelope. Whistle noise is included in the determination of the sound level.

If the nighttime sound level outside the bedroom or living/dining room windows exceeds 55 dBA or the daytime sound level outside the bedroom or living/dining area windows exceeds 60 dBA, building components including windows, walls and doors, where applicable, need to be designed so that the indoor sound levels comply with the sound level limits in Table C-2. The acoustical performance of the building components (windows, doors and walls) needs to be specified.

In addition, the exterior walls of the first row of dwellings next to railway tracks are to be built to a minimum of brick veneer or masonry equivalent construction, from the foundation to the rafters when the rail traffic L_{eq} (24-hour), estimated at a location of a nighttime receptor, is greater than 60 dBA, and when the first row of dwellings is within 100 metres of the tracks.

C7.3 Combination of Road and Rail Noise

The noise impact in the OLA and in the plane of a window, and the requirements for outdoor measures, ventilation measures and warning clauses, should be determined by combining road and rail traffic sound levels.

The assessment of the indoor sound levels and the resultant requirement for the acoustical descriptors of the building components should be done separately for road

C 6: Noise Control Measures – Rail Noise Control Measures

In Class 4 areas, where windows for noise sensitive spaces are assumed to be closed, the use of central air conditioning may be acceptable if it forms an essential part of the overall building designs.

C7.9 Verification of Noise Control Measures

It is recommended that the implementation of noise control measures be verified by qualified individuals with experience in environmental acoustics.

C8 Warning Clauses

The use of warning clauses or easements in respect of noise are recommended when circumstances warrant. Noise warning clauses may be used to warn of potential annoyance due to an existing source of noise and/or to warn of excesses above the sound level limits. Direction on the use of warning clauses should be included in agreements that are registered on title to the lands in question. The warning clauses would be included in agreements of Offers of Purchase and Sale, lease/rental agreements and condominium declarations. Alternatively, the use of easements in respect of noise may be appropriate in some circumstances. Additional guidance on the use of noise warning clauses is provided in Section C7.1.1, Section C7.1.2.1, Section C7.1.2.2, Section C7.3 and Section C7.4.

C8.1 Transportation Sources

The following warning clauses may be used individually or in combination:

TYPE A: (see Section C7.1.1)

> "Purchasers/tenants are advised that sound levels due to increasing road traffic (rail traffic) (air traffic) may occasionally interfere with some activities of the dwelling occupants as the sound levels exceed the sound level limits of the Municipality and the Ministry of the Environment."

TYPE B: (see Section C7.1.1 and Section C7.4)

> "Purchasers/tenants are advised that despite the inclusion of noise control features in the development and within the building units, sound levels due to increasing road traffic (rail traffic) (air traffic) may on occasions interfere with some activities of the dwelling occupants as the sound levels exceed the sound level limits of the Municipality and the Ministry of the Environment."

TYPE C: (see Section C7.1.2.1, Section C7.1.2.2 and Section C7.4)

> "This dwelling unit has been designed with the provision for adding central air conditioning at the occupant's discretion. Installation of

C 7: Noise Control Measures – Warning Clauses

central air conditioning by the occupant in low and medium density developments will allow windows and exterior doors to remain closed, thereby ensuring that the indoor sound levels are within the sound level limits of the Municipality and the Ministry of the Environment."

TYPE D: (see Section C7.1.2.1, Section C7.1.2.2 and Section C7.4)

"This dwelling unit has been supplied with a central air conditioning system which will allow windows and exterior doors to remain closed, thereby ensuring that the indoor sound levels are within the sound level limits of the Municipality and the Ministry of the Environment."

C8.2 Stationary Sources

It is not acceptable to use warning clauses in place of physical noise control measures to identify an excess over the MOE sound level limits. Warning clause (Type E) for stationary sources may identify a potential concern due to the proximity of the facility but it is not acceptable to justify exceeding the sound level limits.

TYPE E: (see Section C7.6)

"Purchasers/tenants are advised that due to the proximity of the adjacent industry (facility) (utility), noise from the industry (facility) (utility) may at times be audible."

C8.3 Class 4 Area Notification

TYPE F: (see Section B9.2 and Section C4.4.2)

"Purchasers/tenants are advised that sound levels due to the adjacent industry (facility) (utility) are required to comply with sound level limits that are protective of indoor areas and are based on the assumption that windows and exterior doors are closed. This dwelling unit has been supplied with a ventilation/air conditioning system which will allow windows and exterior doors to remain closed."

C 8: Noise Control Measures – Warning Clauses (Continued)

Appendix D: Noise Model Printout

POR 2U: Sixth Storey at 16.5 m (Including road and rail noise)

```
STAMSON 5.0        NORMAL REPORT        Date: 15-08-2023 14:59:11
MINISTRY OF ENVIRONMENT AND ENERGY / NOISE ASSESSMENT

Filename: POR2U.te             Time Period: Day/Night 16/8 hours
Description: POR 2 Sixth Storey


Rail data, segment # 1: ETR (day/night)
----------------------------------------
Train            ! Trains      ! Speed !# loc !# Cars! Eng  !Cont
Type             !             !(km/h) !/Train!/Train! type !weld
-----------------+-------------+-------+------+------+------+----
  1.             !  12.8/0.0   !  16.0 !  2.0 ! 20.0 !Diesel! Yes

Data for Segment # 1: ETR (day/night)
-------------------------------------
Angle1   Angle2           : -90.00 deg   90.00 deg
Wood depth                :      0       (No woods.)
No of house rows          :      0 / 0
Surface                   :      1       (Absorptive ground surface)
Receiver source distance  : 198.00 / 198.00 m
Receiver height           :  16.50 / 16.50  m
Topography                :      1       (Flat/gentle slope; no barrier)
No Whistle
Reference angle           :   0.00

Results segment # 1: ETR (day)
------------------------------

LOCOMOTIVE (0.00 + 51.11 + 0.00) = 51.11 dBA
Angle1 Angle2  Alpha RefLeq  D.Adj  F.Adj  W.Adj  H.Adj  B.Adj SubLeq
-------------------------------------------------------------------
   -90     90   0.14  64.20 -12.72  -0.37   0.00   0.00   0.00  51.11
-------------------------------------------------------------------

WHEEL (0.00 + 33.73 + 0.00) = 33.73 dBA
Angle1 Angle2  Alpha RefLeq  D.Adj  F.Adj  W.Adj  H.Adj  B.Adj SubLeq
-------------------------------------------------------------------
   -90     90   0.24  48.26 -13.90  -0.63   0.00   0.00   0.00  33.73
-------------------------------------------------------------------

Segment Leq : 51.19 dBA

Total Leq All Segments: 51.19 dBA
```

Results segment # 1: ETR (night)

LOCOMOTIVE (0.00 + -13.09 + 0.00) = 0.00 dBA

Angle1	Angle2	Alpha	RefLeq	D.Adj	F.Adj	W.Adj	H.Adj	B.Adj	SubLeq
-90	90	0.14	0.00	-12.72	-0.37	0.00	0.00	0.00	-13.09

WHEEL (0.00 + -14.53 + 0.00) = 0.00 dBA

Angle1	Angle2	Alpha	RefLeq	D.Adj	F.Adj	W.Adj	H.Adj	B.Adj	SubLeq
-90	90	0.24	0.00	-13.90	-0.63	0.00	0.00	0.00	-14.53

Segment Leq : 0.00 dBA

Total Leq All Segments: 0.00 dBA

Road data, segment # 1: Tec Rd E EB (day/night)

Car traffic volume	: 16324/1814	veh/TimePeriod
Medium truck volume	: 688/76	veh/TimePeriod
Heavy truck volume	: 172/19	veh/TimePeriod
Posted speed limit	: 50	km/h
Road gradient	: 0	%
Road pavement	: 1	(Typical asphalt or concrete)

Data for Segment # 1: Tec Rd E EB (day/night)

Angle1 Angle2	: -90.00 deg	90.00 deg
Wood depth	: 0	(No woods.)
No of house rows	: 0 / 0	
Surface	: 1	(Absorptive ground surface)
Receiver source distance	: 15.00 / 15.00	m
Receiver height	: 16.50 / 16.50	m
Topography	: 1	(Flat/gentle slope; no barrier)
Reference angle	: 0.00	

```
Road data, segment # 2: Tec Rd E WB (day/night)
-----------------------------------------------
Car traffic volume  : 16324/1814  veh/TimePeriod
Medium truck volume :   688/76    veh/TimePeriod
Heavy truck volume  :   172/19    veh/TimePeriod
Posted speed limit  :    50 km/h
Road gradient       :     0 %
Road pavement       :     1 (Typical asphalt or concrete)

Data for Segment # 2: Tec Rd E WB (day/night)
---------------------------------------------
Angle1   Angle2           : -90.00 deg   90.00 deg
Wood depth                :      0       (No woods.)
No of house rows          :      0 / 0
Surface                   :      1       (Absorptive ground surface)
Receiver source distance  :  24.00 / 24.00  m
Receiver height           :  16.50 / 16.50  m
Topography                :      1       (Flat/gentle slope; no barrier)
Reference angle           :   0.00

Road data, segment # 3: Parent (day/night)
------------------------------------------
Car traffic volume  :  8689/965   veh/TimePeriod
Medium truck volume :   177/20    veh/TimePeriod
Heavy truck volume  :     0/0     veh/TimePeriod
Posted speed limit  :    50 km/h
Road gradient       :     0 %
Road pavement       :     1 (Typical asphalt or concrete)

Data for Segment # 3: Parent (day/night)
----------------------------------------
Angle1   Angle2           : -90.00 deg   0.00 deg
Wood depth                :      0       (No woods.)
No of house rows          :      0 / 0
Surface                   :      1       (Absorptive ground surface)
Receiver source distance  : 122.00 / 122.00 m
Receiver height           :  16.50 / 16.50  m
Topography                :      1       (Flat/gentle slope; no barrier)
Reference angle           :   0.00
```

```
Road data, segment # 4: Howard (day/night)
------------------------------------------
Car traffic volume  : 28713/3190  veh/TimePeriod
Medium truck volume :  1209/135   veh/TimePeriod
Heavy truck volume  :   302/33    veh/TimePeriod
Posted speed limit  :    50 km/h
Road gradient       :     0 %
Road pavement       :     1 (Typical asphalt or concrete)

Data for Segment # 4: Howard (day/night)
----------------------------------------
Angle1   Angle2           : -90.00 deg   90.00 deg
Wood depth                :      0       (No woods.)
No of house rows          :      0 / 0
Surface                   :      1       (Absorptive ground surface)
Receiver source distance  : 380.00 / 380.00 m
Receiver height           :  16.50 / 16.50  m
Topography                :      1       (Flat/gentle slope; no barrier)
Reference angle           :   0.00

Results segment # 1: Tec Rd E EB (day)
--------------------------------------

Source height = 1.00 m

ROAD (0.00 + 65.17 + 0.00) = 65.17 dBA
Angle1 Angle2  Alpha RefLeq  P.Adj  D.Adj  F.Adj  W.Adj  H.Adj  B.Adj
SubLeq
-------------------------------------------------------------------------
--
   -90     90   0.22  65.76   0.00   0.00  -0.60   0.00   0.00   0.00
65.17
-------------------------------------------------------------------------
--

Segment Leq : 65.17 dBA

Results segment # 2: Tec Rd E WB (day)
--------------------------------------

Source height = 1.00 m

ROAD (0.00 + 62.67 + 0.00) = 62.67 dBA
Angle1 Angle2  Alpha RefLeq  P.Adj  D.Adj  F.Adj  W.Adj  H.Adj  B.Adj
SubLeq
-------------------------------------------------------------------------
--
   -90     90   0.22  65.76   0.00  -2.50  -0.60   0.00   0.00   0.00
62.67
-------------------------------------------------------------------------
--

Segment Leq : 62.67 dBA
```

Results segment # 3: Parent (day)

Source height = 0.50 m

ROAD (0.00 + 45.65 + 0.00) = 45.65 dBA

Angle1	Angle2	Alpha	RefLeq	P.Adj	D.Adj	F.Adj	W.Adj	H.Adj	B.Adj	SubLeq
-90	0	0.24	60.59	0.00	-11.29	-3.64	0.00	0.00	0.00	45.65

Segment Leq : 45.65 dBA

Results segment # 4: Howard (day)

Source height = 1.00 m

ROAD (0.00 + 50.42 + 0.00) = 50.42 dBA

Angle1	Angle2	Alpha	RefLeq	P.Adj	D.Adj	F.Adj	W.Adj	H.Adj	B.Adj	SubLeq
-90	90	0.23	68.21	0.00	-17.20	-0.60	0.00	0.00	0.00	50.42

Segment Leq : 50.42 dBA

Total Leq All Segments: 67.23 dBA

Results segment # 1: Tec Rd E EB (night)

Source height = 1.00 m

ROAD (0.00 + 58.62 + 0.00) = 58.62 dBA

Angle1	Angle2	Alpha	RefLeq	P.Adj	D.Adj	F.Adj	W.Adj	H.Adj	B.Adj	SubLeq
-90	90	0.23	59.22	0.00	0.00	-0.60	0.00	0.00	0.00	58.62

Segment Leq : 58.62 dBA

```
Results segment # 2: Tec Rd E WB (night)
----------------------------------------

Source height = 1.00 m

ROAD (0.00 + 56.12 + 0.00) = 56.12 dBA
Angle1 Angle2  Alpha RefLeq  P.Adj  D.Adj  F.Adj  W.Adj  H.Adj  B.Adj
SubLeq
-------------------------------------------------------------------------
--
   -90     90   0.23  59.22   0.00  -2.50  -0.60   0.00   0.00   0.00
56.12
-------------------------------------------------------------------------
--

Segment Leq : 56.12 dBA
```

Results segment # 3: Parent (night)

Source height = 0.50 m

ROAD (0.00 + 39.14 + 0.00) = 39.14 dBA

Angle1	Angle2	Alpha	RefLeq	P.Adj	D.Adj	F.Adj	W.Adj	H.Adj	B.Adj	SubLeq
-90	0	0.24	54.07	0.00	-11.29	-3.64	0.00	0.00	0.00	39.14

Segment Leq : 39.14 dBA

Results segment # 4: Howard (night)

Source height = 1.00 m

ROAD (0.00 + 43.87 + 0.00) = 43.87 dBA

Angle1	Angle2	Alpha	RefLeq	P.Adj	D.Adj	F.Adj	W.Adj	H.Adj	B.Adj	SubLeq
-90	90	0.23	61.67	0.00	-17.20	-0.60	0.00	0.00	0.00	43.87

Segment Leq : 43.87 dBA

Total Leq All Segments: 60.68 dBA

TOTAL Leq FROM ALL SOURCES (DAY): 67.34
(NIGHT): 60.68

Appendix E: Road Traffic Volume Data

E 1: Predicted Tecumseh Road East Traffic Volumes (2% growth rate per annum) [Eastbound and Westbound total]

Year	Road	Location	ADT
2011	Tecumseh Rd East	East of McDougall	24700
2033	Tecumseh Rd East	East of McDougall	38186

E 2: Predicted Parent Ave. Traffic Volumes (2% growth rate per annum)

Year	Road	Location	ADT
2012	Parent Ave.	North of Tecumseh	6500
2033	Parent Ave.	North of Tecumseh	9852

E 3: Predicted Howard Avenue Traffic Volumes (2% growth rate per annum)

Year	Road	Location	ADT
2011	Howard Ave.	South of Tecumseh	22600
2033	Howard Ave.	South of Tecumseh	33582

E 4: Predicted Traffic Volumes (Tecumseh Rd East) per Period and Breakdown of Cars, Medium Trucks and Heavy Trucks – each direction of travel

Period	Auto Traffic Volume (Vehicles/hr)	Medium Truck Traffic Volume (Vehicles/hr)	Heavy Truck Traffic Volume (Vehicles/hr)
Day (16 hours)	1020	43	11
Night (8 hours)	227	10	2

E 5: Predicted Traffic Volumes (Parent Ave.) per Period and Breakdown of Cars, Medium Trucks and Heavy Trucks

Period	Auto Traffic Volume (Vehicles/hr)	Medium Truck Traffic Volume (Vehicles/hr)	Heavy Truck Traffic Volume (Vehicles/hr)
Day (16 hours)	543	11	0
Night (8 hours)	121	3	0

E 6: Predicted Traffic Volumes (Howard Ave.) per Period and Breakdown of Cars, Medium Trucks and Heavy Trucks

Period	Auto Traffic Volume (Vehicles/hr)	Medium Truck Traffic Volume (Vehicles/hr)	Heavy Truck Traffic Volume (Vehicles/hr)
Day (16 hours)	1795	76	19
Night (8 hours)	399	17	4

E 7: Distance from Roadway to Selected Representative PORs

POR	Distance to Tecumseh Rd. East EB (m)	Distance to Tecumseh Rd. East WB (m)	Distance to Parent Ave (m)	Distance to Howard Ave (m)
POR1L/ POR1U	15	24	170	337
POR2L/ POR2U	15	24	122	380
POR3L/ POR3U	40	49	N/A	N/A
POR4L/ POR4U	32	41	127	N/A

Appendix F: Rail Traffic Volume Data

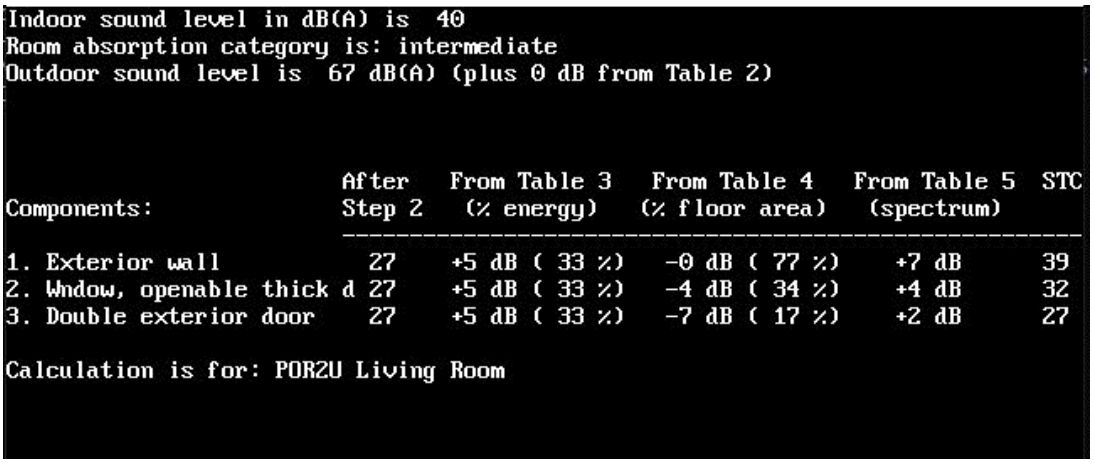
F 1: ETR Rail Train Volume Data Modelled for 2033

	Number of Trains	Max Speed (km/h)	Number of Locomotive per Train	Number of Cars per Train	Engine Type
Day	12.8	16	2	20	Diesel
Night	0	N/A	-	-	-

F 2: Distance from ETR Rail Line to Selected Representative PORs

POR	Distance to ETR Line (m)
POR1U/1L	N/A
POR2U/2L	198
POR3U/3L	213
POR4U/4L	188

Appendix G: STC Output Results

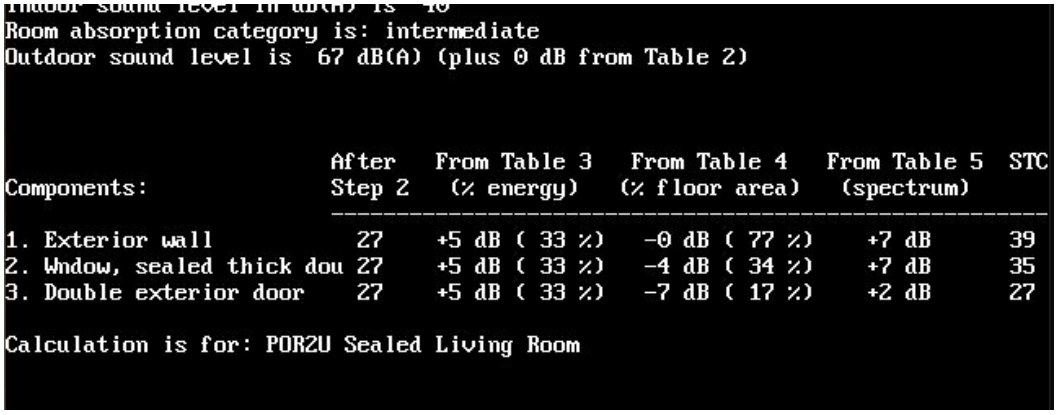


```
Indoor sound level in dB(A) is  40
Room absorption category is: intermediate
Outdoor sound level is  67 dB(A) (plus 0 dB from Table 2)


                        After   From Table 3   From Table 4   From Table 5  STC
Components:             Step 2   (% energy)   (% floor area)   (spectrum)
-------------------------------------------------------------------------
1. Exterior wall          27    +5 dB ( 33 %)   -0 dB ( 77 %)    +7 dB      39
2. Wndow, openable thick d 27   +5 dB ( 33 %)   -4 dB ( 34 %)    +4 dB      32
3. Double exterior door    27   +5 dB ( 33 %)   -7 dB ( 17 %)    +2 dB      27

Calculation is for: POR2U Living Room
```

G 1: STC Results for Nighttime Bedroom (Openable window)



```
Room absorption category is: intermediate
Outdoor sound level is  67 dB(A) (plus 0 dB from Table 2)


                        After   From Table 3   From Table 4   From Table 5  STC
Components:             Step 2   (% energy)   (% floor area)   (spectrum)
-------------------------------------------------------------------------
1. Exterior wall          27    +5 dB ( 33 %)   -0 dB ( 77 %)    +7 dB      39
2. Wndow, sealed thick dou 27   +5 dB ( 33 %)   -4 dB ( 34 %)    +7 dB      35
3. Double exterior door    27   +5 dB ( 33 %)   -7 dB ( 17 %)    +2 dB      27

Calculation is for: POR2U Sealed Living Room
```

G 2: STC Results for Nighttime Bedroom (Non-openable window)

Appendix H: CN Rail Land Use Guidelines

Railway Properties

1 Administration Rd
Concord, ON L4K 1B9
Telephone: 514-399-7627
Fax: 514-399-4296

PRINCIPAL MAIN LINE REQUIREMENTS

A. Safety setback of habitable buildings from the railway rights-of-way to be a minimum of 30 metres in conjunction with a safety berm. The safety berm shall be adjoining and parallel to the railway rights-of-way with returns at the ends, 2.5 metres above grade at the property line, with side slopes not steeper than 2.5 to 1.

B. The Owner shall engage a consultant to undertake an analysis of noise. At a minimum, a noise attenuation barrier shall be adjoining and parallel to the railway rights-of-way, having returns at the ends, and a minimum total height of 5.5 metres above top-of-rail. Acoustic fence to be constructed without openings and of a durable material weighing not less than 20 kg. per square metre of surface area. Subject to the review of the noise report, the Railway may consider other measures recommended by an approved Noise Consultant.

C. Ground-borne vibration transmission to be evaluated in a report through site testing to determine if dwellings within 75 metres of the railway rights-of-way will be impacted by vibration conditions in excess of 0.14 mm/sec RMS between 4 Hz and 200 Hz. The monitoring system should be capable of measuring frequencies between 4 Hz and 200 Hz, ±3 dB with an RMS averaging time constant of 1 second. If in excess, isolation measures will be required to ensure living areas do not exceed 0.14 mm/sec RMS on and above the first floor of the dwelling.

D. The Owner shall install and maintain a chain link fence of minimum 1.83 metre height along the mutual property line.

E. The following clause should be inserted in all development agreements, offers to purchase, and agreements of Purchase and Sale or Lease of each dwelling unit within 300m of the railway right-of-way: "Warning: Canadian National Railway Company or its assigns or successors in interest has or have a rights-of-way within 300 metres from the land the subject hereof. There may be alterations to or expansions of the railway facilities on such rights-of-way in the future including the possibility that the railway or its assigns or successors as aforesaid may expand its operations, which expansion may affect the living environment of the residents in the vicinity, notwithstanding the inclusion of any noise and vibration attenuating measures in the design of the development and individual dwelling(s). CNR will not be responsible for any complaints or claims arising from use of such facilities and/or operations on, over or under the aforesaid rights-of-way."

F. Any proposed alterations to the existing drainage pattern affecting railway property must receive prior concurrence from the Railway and be substantiated by a drainage report to the satisfaction of the Railway.

G. The Owner shall through restrictive covenants to be registered on title and all agreements of purchase and sale or lease provide notice to the public that the safety berm, fencing and vibration isolation measures implemented are not to be tampered with or altered and further that the Owner shall have sole responsibility for and shall maintain these measures to the satisfaction of CN.

H. The Owner shall enter into an Agreement with CN stipulating how CN's concerns will be resolved and will pay CN's reasonable costs in preparing and negotiating the agreement.

I. The Owner shall be required to grant CN an environmental easement for operational noise and vibration emissions, registered against the subject property in favour of CN.

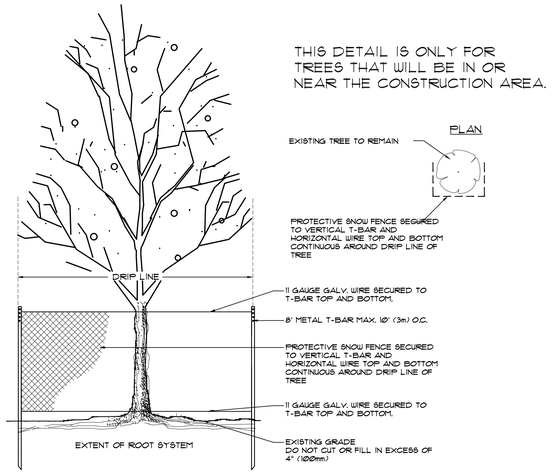
K 1: CN Rail Canada – Principal Main Line Requirements (note item E)

Existing Tree List and Condition

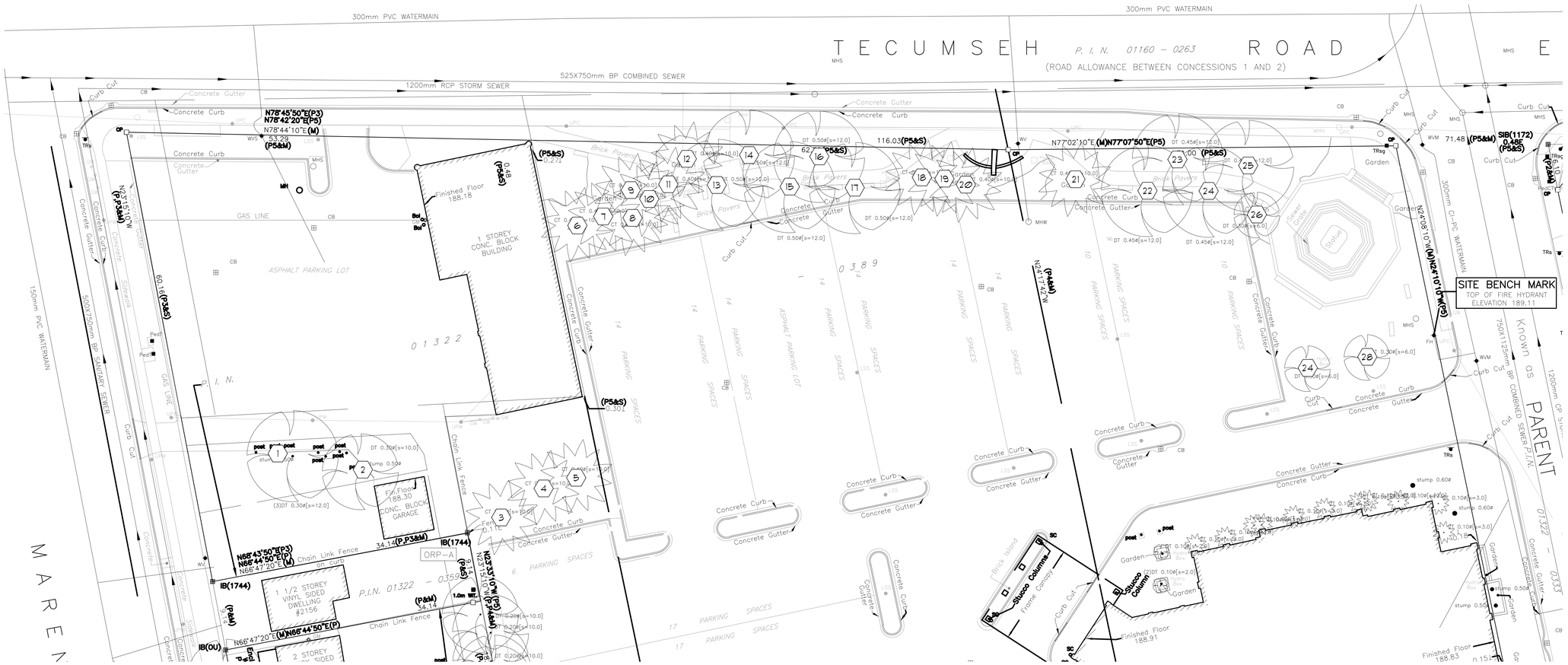
TREE NO.	BOTANICAL NAME	COMMON NAME	SIZE (cm-dbh)	CONDITION	REMARKS
1	Acer saccharinum	Silver Maple	77	Fair	3 trunks with included bark remove for proposed building
2	Ailanthus altissima	Tree of Heaven	49	Good	remove for proposed building
3	Pinus nigra	Austrian Pine	42	Good	remove for proposed building
4	Pinus nigra	Austrian Pine	42	Good	remove for proposed building
5	Pinus nigra	Austrian Pine	41	Good	remove for proposed building
6	Pinus nigra	Austrian Pine	47	Good	remain
7	Pinus nigra	Austrian Pine	48	Good	remain
8	Pinus nigra	Austrian Pine	43	Good	remain
9	Pinus nigra	Austrian Pine	48	Good	remain
10	Pinus nigra	Austrian Pine	34	Good	remain
11	Pinus nigra	Austrian Pine	51	Good	remain
12	Picea pungens glauca	Colorado Blue Spruce	32	Poor	remove due to condition
13	Gleditsia triacanthos inermis	Honeylocust	59	Good	remain
14	Gleditsia triacanthos inermis	Honeylocust	49	Good	remain
15	Gleditsia triacanthos inermis	Honeylocust	50	Good	remain
16	Gleditsia triacanthos inermis	Honeylocust	48	Good	remain
17	Gleditsia triacanthos inermis	Honeylocust	47	Good	remain
18	Pinus nigra	Austrian Pine	39	Good	remain
19	Pinus nigra	Austrian Pine	36	Good	remain
20	Pinus nigra	Austrian Pine	50	Good	remain
21	Pinus nigra	Austrian Pine	42	Good	remain
22	Gleditsia triacanthos inermis	Honeylocust	55	Poor	remove due to condition
23	Gleditsia triacanthos inermis	Honeylocust	43	Good	remain
24	Gleditsia triacanthos inermis	Honeylocust	40	Good	remain
25	Gleditsia triacanthos inermis	Honeylocust	55	Good	remain
26	Fagus Sylvatica	European Beech	35	Good	remain
27	Acer planatiodes "Crimson King"	Crimson King Norway Maple	29	Good	remain
28	Acer planatiodes "Crimson King"	Crimson King Norway Maple	36	Good	remain

Notes

1. The location of the existing trees was taken from the survey provided by Verhaegen Land Surveyors.
2. The species, size and condition of the existing trees was provided by Mr. Bill Roesel, Forester
3. Care has been taken to obtain all information from reliable sources. All data has been verified insofar as possible. The consultant can neither guarantee nor be responsible for the accuracy of information provided by others.



Existing Tree Protection NTS


TECUMSEH ROAD
(ROAD ALLOWANCE BETWEEN CONCESSIONS 1 AND 2)
P. I. N. 01160 - 0263
300mm PVC WATERMAIN
525X750mm BP COMBINED SEWER
1200mm RCP STORM SEWER
150mm PVC WATERMAIN
500X750mm BP SANITARY SEWER
MARENTETTE AVENUE
Known as PARENT
750X1125mm BP COMBINED SEWER
1200mm CP Storm
300mm CI-PC WATERMAIN
P.I.N. 01322 - 0359
01322
0389
1 STOREY CONC. BLOCK BUILDING
Finished Floor 188.18
ASPHALT PARKING LOT
1 1/2 STOREY VINYL SIDED DWELLING #2156
2 STOREY VINYL SIDED
Fin.Floor 188.30 CONC. BLOCK GARAGE
Finished Floor 188.91
Finished Floor 188.83
Stucco Column
Trellis Canopy
Brick Island
Statue
Sewer Gate
Garden
Concrete Curb
Concrete Gutter
Curb Cut
Chain Link Fence
Brick Pavers
PARKING SPACES
GAS LINE
Hydro Box
Bell Box
Ped
Post
Stump
SITE BENCH MARK
TOP OF FIRE HYDRANT
ELEVATION 189.11
N78°45'50"E(P3)
N78°42'20"E(P5)
N78°44'10"E(M)
53.29 (P5&M)
116.03(P5&S)
N77°02'10"E(M)N77°07'50"E(P5)
71.48 (P5&M)
SIB(172) 0.45E (P5&S)
N24°08'10"W(M)N24°10'10"W(P5)(P5&M)
N24°17'40"W(P4&M)
60.16(P3&S)
34.14(P,P3&M)
IB(1744)
N66°43'50"E(P3)
N66°44'50"E(P)
N66°47'20"E(M)
ORP-A
N23°15'10"W(P3)
N23°12'40"W(P4&M)
IB(OU)
N66°47'20"E(M)N66°44'50"E(P)
1.0m WIT.
0.271
0.301
0.359
0.154
0.151
0.115
0.117
0.118
0.120
0.122
0.123
0.124
0.125
0.126
0.127
0.128
0.129
0.130
0.131
0.132
0.133
0.134
0.135
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0.156
0.157
0.158
0.159
0.160
0.161
0.162

PLANNING RATIONALE REPORT

OFFICIAL PLAN AMENDMENT
AND ZONING BY-LAW AMENDMENT
PROPOSED RESIDENTIAL DEVELOPMENT

835 Tecumseh Road East, 2148 Marentette Ave

and 2175 Parent Avenue

City of Windsor, Ontario

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As Revised

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1.0 INTRODUCTION

I have been retained by Sfera Architectural Associates Inc., on behalf of Giovanni Caboto Club (herein the "Applicant"), to provide a land use Planning Rationale Report (PRR) in support of a proposed development to be located at 835 Tecumseh Road East, 2148 Marentette Avenue and 2175 Parent Avenue (herein the "Site") in the City of Windsor, Province of Ontario.

The Site, in Ward 4 (Walkerville Planning District), is made up of one (1) legal parcel of land with three (3) roll numbers and three (2) municipal addresses, of which two (2) are currently being used for commercial and the other is vacant.

The Site subject to the development will be severed.

Some existing buildings and structures will be demolished. The existing Caboto Club building and parking area will remain.

It is proposed to construct one 6 storey (24 m) multiple dwelling consisting of a total of 54 residential dwelling units.

The building will include 1 and 2 bedroom units. Tenure will be rental.

A total of 70 parking spaces are to be located on-site with access to the new development from Marentette Avenue.

A site-specific Official Plan Amendment (OPA) and Zoning By-law Amendment (ZBA) are required in support of the proposed development.

Once the OPA and ZBA applications have been approved, the Applicant will proceed with a Site Plan Control (SPC) application prior to the issuance of a building permit.

Pre-consultation (Stage 1) was completed by the Applicant (City File #PS 016/23). Comments dated May 23, 2023, were received and have been incorporated into this PRR.

The purpose of this report is to review the relevant land use documents, including the Provincial Policy Statement 2020 (PPS), the City of Windsor Official Plan (OP) and the City of Windsor Zoning By-law (ZBL).

This PRR will show that the proposed development is a suitable development, is consistent with the PPS, conforms to the intent and purpose of the OP and ZBL and represents good planning.

2.0 SITE AND SURROUNDING LAND USES

2.1 Legal Description and Ownership

The Site, in Ward 4 (Walkerville Planning District), is made up of one (1) legal parcel of land with three (3) roll numbers and three (3) municipal addresses, located on the south side of Tecumseh Road East and the east side of Marentette Ave (see area subject to development in red on Figure 1 – Site Location).

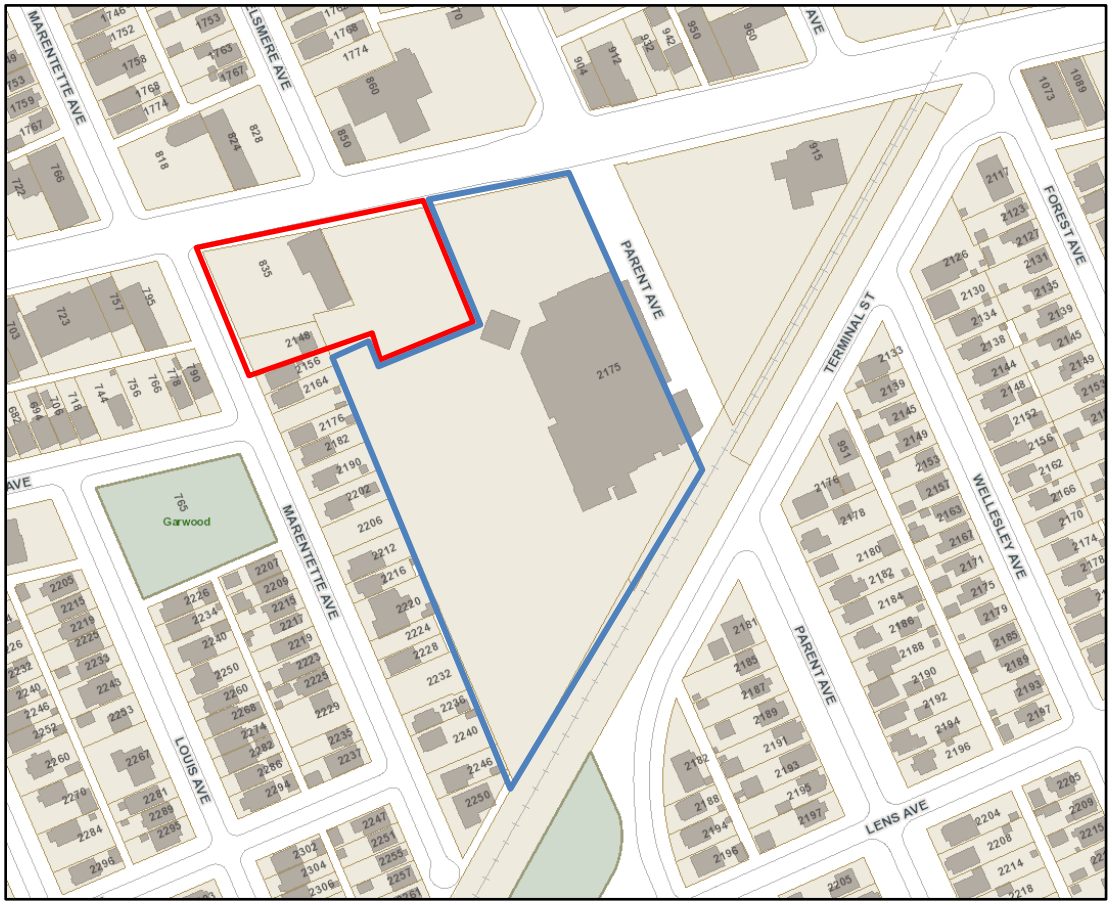


Figure 1 – Site Location (Source: Windsor GIS)

The Site subject to the development will be severed.

The Site has been owned by Giovanni Caboto Club since 1986 and is legally described as LT 59 PL 908 WINDSOR; LT 60 PL 908 WINDSOR; LT 1 PL 908 WINDSOR EXCEPT WE38878; PT ALLEY PL 908 WINDSOR CLOSED BY R875835, R1294508 AS IN R1332673; PT LT 23 PL 140 WINDSOR; PT LT 24 PL 140 WINDSOR; PT LT 90 CON 2 SANDWICH EAST AS IN R970660, R1332673; S/T R1061997, R1300489E; WINDSOR (01322-0389 (LT)).

The 3 roll numbers and 3 municipal addresses are as follows:

Address	ARN
835 Tecumseh Road East	3739020290001000000
2148 Marentette Avenue	3739020290004000000
2175 Parent Ave	3739020300051000000

2.2 Physical Features of the Site

2.2.1 Size and Site Dimension

The Site, subject to the proposed development, consists of a total area of 4,857.08 m2 (0.486 ha), with 93.88 m of depth along Tecumseh Road East and 60.16 m of width (frontage) along Marentette Avenue.

2.2.2 Existing Structures and Previous Use

The Site is currently being used for commercial on two portions of the Site with an existing 1 storey building to be removed and 1 to 2 storey building to remain (Caboto Club) and vacant on the other portion of the Site with an existing accessory structure (garage) to be removed.

The commercial portion has always been used for commercial uses.

The vacant portion was used for residential. A single detached dwelling was demolished in 2014.

2.2.3 Vegetation and Soils

The property currently has a mown lawn and trees.

There is an existing garden area along Tecumseh Road East.

The soil of the Site is made up of Brookston Clay Loam (Bcl).

2.2.4 Topography and Drainage

The Site is flat and is outside the regulated area of the Essex Region Conservation Authority (ERCA).

The Site is part of the Windsor Area Drainage.

The Site is not part of any Source Water Protection area.

2.2.5 Other Physical Features

There are existing access driveways onto the Site from Tecumseh Road East, Parent Avenue and Marentette Avenue.

There is a pedestrian trail that runs along Tecumseh Road East.

There is some outdoor seating and a water fountain outside the area being developed.

There are no other physical features on the Site.

2.2.6 Municipal Services

The property has access to municipal water, storm, and sanitary services.

Tecumseh Road East is classified as a class 2 arterial road, and Marentette Ave is classified as a local road.

Streetlights and sidewalks are located on both Tecumseh Road East and Marentette Ave.

The Site has access to transit with the closest bus stop located on the north side of the Site along Tecumseh Road East (Stop ID #1109, Bus 1C).

2.2.7 Nearby Amenities

There are many parks and recreation opportunities in close proximity to the Site, including John Campbell Public School, Catholic Central High School and Kennedy Collegiate North Campus.

The closest library is W. F. Chisholm Public Library, which is located on Ypres Ave.

There is nearby shopping in the form of plazas and malls, as well as employment, health care, places of worship, libraries and local/regional amenities.

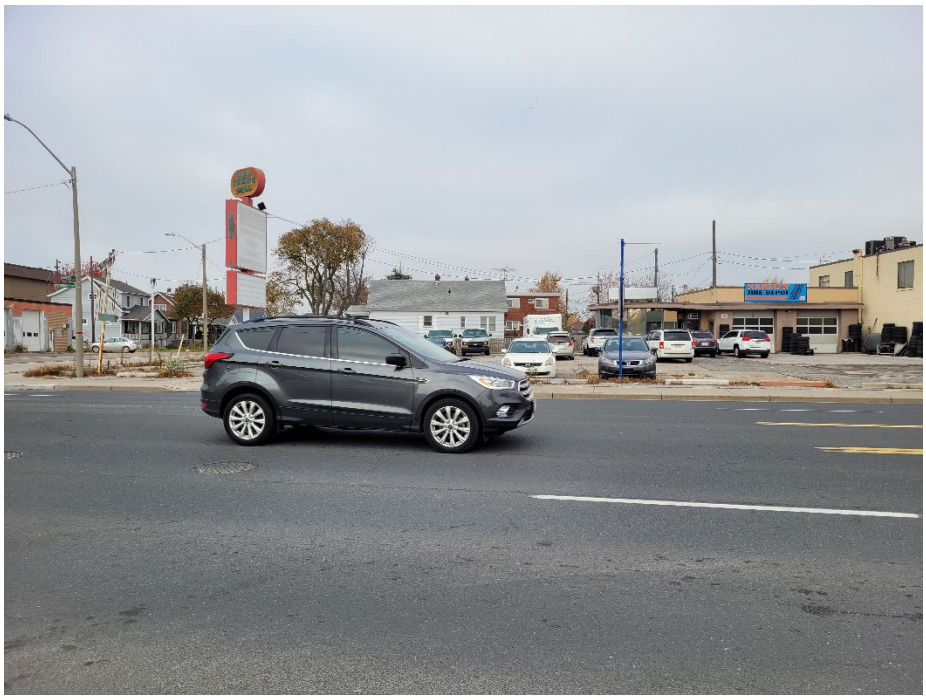
2.3 Surrounding Land Uses

Overall, the Site is in a mixed use area with commercial, institutional, and residential uses.

A site visit was conducted, and photos were taken on November 5, 2023. Photos taken by Pillon Abbs Inc.

North – The lands north of the Site, are used for commercial uses (see Photos 1 – North).







Photos 1 – North

South – The lands south of the Site are used for rail and beyond that residential uses (see Photo 2 - South).



Photo 2 – South

East – The lands east of the Site are used for commercial uses (Caboto Club) (see Photo 3 - East).



Photo 3 – East

West – The lands west of the Site are used for commercial and residential uses (see Photos 4 - West).





Photos 4 – West

3.0 DEVELOPMENT PROPOSAL

3.1 Proposal

The Site, in Ward 4 (Walkerville Planning District), is made up of three (3) parcels of land with three (3) municipal addresses, of which two (2) are currently being used for commercial and the other is vacant.

The Site of the proposed development consists of properties at 835 Tecumseh Road East, 2148 Marentette Avenue, and a portion of the northwest corner parking lot of 2175 Parent Avenue.

The Site subject to the development will be severed.

Some existing buildings and structures will be demolished. The existing Caboto Club building and parking area will remain.

It is proposed to construct one standalone 6 storey multiple dwelling consisting of a total of 54 residential dwelling units.

A concept plan was prepared by Sfera Architectural Associates Inc., dated December 30, 2022, illustrating how the Site can be developed (see Figure 2a –Concept Plan).

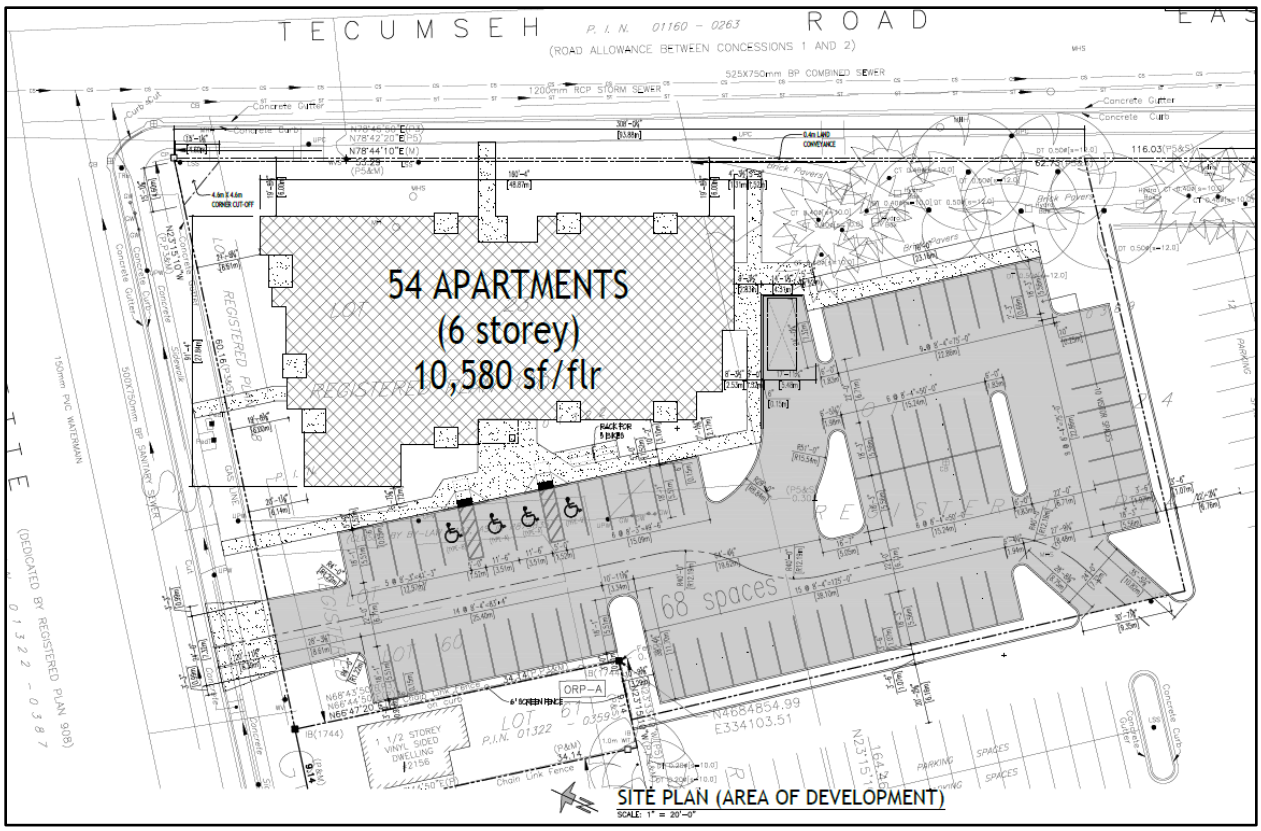


Figure 2a –Concept Plan

The proposed building will be located at the northwest corner of the Site. The main entrance into the proposed buildings will be from the south side.

Elevations have been prepared (see Figure 2b – Elevation).



Figure 2b – Elevation

Based on the lot area of 0.485 ha and the number of proposed units (54), the total residential density of 111.34 units per hectare (uph).

The proposed building will be 982.94 m2 in size and will be 24.0 m in height.

There will be private balconies.

The building will include 1 and 2 bedroom units. Tenure will be rental.

The building will include a foyer, mail room, laundry, storage and maintenance room. There will be elevators.

Parking is proposed to be located on-site on the south and east sides of the building.

A total of 68 parking spaces are proposed. Parking spaces will be provided for tenants and visitors, including barrier free spaces.

Bicycle spaces are proposed, as well as loading spaces.

Landscaping will be provided on the Site. The existing garden will be kept along Tecumseh Road East.

Sidewalks and fire routes are also provided.

Refuse (garbage and recycling) will be located inside the proposed building.

The chain link fencing along the south side of the Site, abutting a residential use, will be kept. New fencing can be addressed at the time of SPC.

A 4.6 metre by 4.6 metre corner cut-off at the intersection of Marentette Avenue and Tecumseh Road East and a 6.0 metre by 6.0 metre corner cut-off at the intersection of Parent Avenue and Tecumseh Road East have been included.

EnWin Utilities Ltd. has been contacted regarding the minimum building setback from their overhead hydro lines within the Tecumseh Road East right-of-way.

3.2 Public Consultation Strategy

In addition to the statutory public meeting, the *Planning Act* requires that the Applicant submit a proposed strategy for public consultation with respect to an application as part of the complete application requirements.

As part of a public consultation strategy, in addition to the statutory public meeting, an informal in-person public open house was held with area residents and property owners on Wednesday, October 18, 2023, from 6:00 pm to 8:00 pm at the Giovanni Caboto Club (Caboto Hall) located at 2174 Parent Ave, Windsor.

The open house provided members of the public with opportunities to review and comment on the proposed development.

In addition to City of Windsor Staff, Ward Councillor and the Applicant Team, a total of 14 people attended the open house.

Emails, letters and phone calls were also received.

The following is a summary of the comments and responses from the public open houses:

Topic Item	Comment and Questions	Response
Traffic	There is too much traffic in the area already.	Tecumseh Road East is classified as a class 2 arterial road, and Marentette Ave is classified as a local road, both of which are designed for traffic. 795 Tecumseh Road East appears to be at the root of many of the existing traffic issues on the stretch of Marentette Avenue between Tecumseh Road East and Irvine Avenue.
Flooding	How can we be assured that basements of existing dwellings will not get flooded?	A FSR will be completed.

Topic Item	Comment and Questions	Response
Parking	Concerns about parking on Marentette Ave.	Overflow parking can use the Caboto Club parking spaces. The automobiles for lease or sale occupying parking spaces within the Caboto Club's parking area will not continue.
Train Noise	The whistle from the ETR will make a noise.	A Noise Study will be completed.
Access	Need more than one exit from the parking lot so they don't have to exit to Marentette Ave.	They can go through the Caboto Club parking lot to the lights at Parent Ave, if required.
Construction Traffic	Traffic through the neighborhood during construction is a concern.	Construction traffic would have to use Tecumseh Road.
Construction Parking	Concerns with parking in the neighborhood during construction.	Overflow parking can use the Caboto Club parking spaces.

4.0 PURPOSE OF APPLICATIONS

Pre-consultation (Stage 1) was completed by the Applicant (City File #PS 016/23). Comments dated May 23, 2023, were received and have been incorporated into this PRR.

The proposed development requires an application for an Official Plan Amendment (OPA) and a Zoning By-law Amendment (ZBA).

Support studies are also required.

The following explains the purpose of the applications and required support studies.

4.1 Official Plan Amendment

A site-specific Official Plan Amendment (OPA) is required in support of the proposed development.

The lands are currently designated "Mixed Use Corridor" according to Schedule D: Land Use attached to the OP for the City of Windsor.

The OPA proposes to amend the" Mixed Use Corridor" land use designation to permit an increase in height for the proposed multiple dwelling to six (6) storeys.

The OPA is detailed, and the justification is set out in Section 5.1.2 of this PRR.

4.2 Zoning By-Law Amendment

A site-specific Zoning By-law Amendment (ZBA) is required in support of the proposed development.

The ZBA proposes to change the zoning from Commercial District 3.3 (CD3.3) and Residential District 1.3 (RD1.3) category to a site-specific Residential District 3.3 (RD3.3 - S.20(1)(XXX)) category, as shown on Map 7 of the City of Windsor Zoning By-law (ZBL) 8600 in order to permit the proposed multiple dwelling.

No relief of the RD3..3 zone regulations are being requested.

The ZBA is detailed, and the justification is set out in Section 5.1.3 of this PRR.

4.3 Other Application

Once the OPA and ZBA applications have been approved, the Applicant will proceed with a Consent application and a Site Plan Control (SPC) application prior to the issuance of a building permit.

The proposed development will be subject to a development agreement, which will include any required fees or securities, lighting, buffering, landscaping, signage, etc.

4.4 Supporting Studies

The following supporting studies have been prepared as part of the application submission.

4.4.1 Servicing

A Sanitary Sewer Study was prepared by Aleo Associates Inc., Consulting Engineers, dated September 1, 2023.

The report provided an assessment of the impact of the proposed residential development on the existing sewer system.

The report concluded that the proposed development results in a very small increase in the peak sewage flow.

Further, the proposed re-development will relieve the municipal sanitary sewer system as the overall flow to this sewer will be less than in the existing condition.

It was recommended that a new 200 mm diameter sanitary connection be required for the multi-storey residential development.

4.4.2 Noise

An Environmental Noise Assessment Report was prepared by Akoustik Engineering Limited, dated August 24, 2023.

The report provided an assessment of the proposed development from transportation noise, including road and rail.

It was concluded that the noise impacts on the proposed development are found to exceed the limits set by the Ministry; however, noise impacts can be mitigated.

The following recommendations were provided:

- the installation or provision for the future installation of central air conditioning
- warning clauses
- appropriate building material design

The development could be given approval with the understanding that the stated noise control measures are implemented. It should also be noted that there shall be no designated outdoor living area within the defined development area.

4.4.3 Trees

A Tree Inventory and Preservation Plan (TIPP) was prepared by Bezaire Partners, dated June 2023.

The report provided an assessment of existing trees and a preservation plan.

5.0 PLANNING ANALYSIS

5.1 Policy and Regulatory Overview

5.1.1 Provincial Policy Statement

The Provincial Policy Statement, 2020 (PPS) provides policy direction on matters of provincial interest related to land use planning and development, providing for appropriate development while protecting resources of provincial interest, public health and safety, and the quality of the natural and built environments.

The PPS is issued under Section 3 of the Planning Act and came into effect on May 1, 2020. It applies to all land use planning matters considered after this date.

The PPS supports improved land use planning and management, which contributes to a more effective and efficient land use planning system.

The Site is within and existing "Settlement Area", as defined by the PPS.

The following provides a summary of the key policy considerations of the PPS as it relates to the proposed development.

PPS Policy #	Policy	Response
1.0	…..Ontario's long-term prosperity, environmental health and social well-being depend on wisely managing change and promoting efficient land use and development patterns…..	This is an urban area with a mix of uses and densities. There is infrastructure in place to support this type of development, and it would not put a burden on existing infrastructure.
1.1.1	Healthy, liveable and safe communities are sustained by: a) promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term;	The proposed development is consistent with the policy to build strong, healthy and livable communities as it provides for more housing in an existing settlement area. There are no environmental or public health and safety concerns as the area is established.

PPS Policy #	Policy	Response
	b) accommodating an appropriate affordable and market-based range and mix of residential types, employment, institutional, recreation, park and open space, and other uses to meet long-term needs; c) avoiding development and land use patterns which may cause environmental or public health and safety concerns; d) avoiding development and land use patterns that would prevent the efficient expansion of settlement areas in those areas which are adjacent or close to settlement areas; e) promoting the integration of land use planning, growth management, transit-supportive development, intensification and infrastructure planning to achieve cost-effective development patterns, optimization of transit investments, and standards to minimize land consumption and servicing costs; f) improving accessibility for persons with disabilities and older persons by addressing land use barriers which restrict their full participation in society;	The development pattern does not require the expansion of the existing settlement area. The Site has access to full municipal services and is close to local amenities. Accessibility of units will be addressed at the time of the building permit. Public service facilities are available, such as local schools, places of worship and libraries. The development pattern is proposed to be an efficient development of land. This development would not disturb any natural lands. A tree inventory has been completed.

PPS Policy #	Policy	Response
	h) promoting development and land use patterns that conserve biodiversity.	
1.1.2	Sufficient land shall be made available to accommodate an appropriate range and mix of land uses to meet projected needs for a time horizon of up to 25 years. Within settlement areas, sufficient land shall be made available through intensification and re-development and, if necessary, designated growth areas.	The proposed development will help the City meet the full range of current and future residential needs through intensification. The Site will provide for residential infilling and intensification within an existing settlement area in the form of residential.
1.1.3.1	Settlement areas shall be the focus of growth and development.	The proposed development enhances the vitality of the Municipality, as the Site is within an existing settlement area.
1.1.3.2	Land use patterns within settlement areas shall be based on densities and a mix of land uses which: a) efficiently use land and resources; b) are appropriate for, and efficiently use, the infrastructure and public service facilities which are planned or available, and avoid the need for their unjustified and/or uneconomical expansion; c) minimize negative impacts to air quality and climate	The total density of the proposed development is considered appropriate as most of the existing area is a mix of uses. The Site offers an opportunity for infill and intensification by developing a parcel of land with more housing. The design and style of the proposed building will blend well with the scale and massing of the existing surrounding area.

PPS Policy #	Policy	Response
	change, and promote energy efficiency; d) prepare for the impacts of a changing climate; e) support active transportation; f) are transit-supportive, where transit is planned, exists or may be developed; and g) are freight-supportive.	Residents will have immediate access to local amenities. Transit is available for the area. The Site is located close to major roadways.
1.1.3.3	Planning authorities shall identify appropriate locations and promote opportunities for transit-supportive development, accommodating a significant supply and range of housing options through intensification and re-development where this can be accommodated taking into account existing building stock or areas, including brownfield sites, and the availability of suitable existing or planned infrastructure and public service facilities required to accommodate projected needs.	The proposed development is located on a Site that is physically suitable. The Site is generally level, which is conducive to easy vehicular movements. The intensification can be accommodated for the proposed development as it is an appropriate development of land. Parking will be provided on-site, including space for tenants and visitors. Bicycle parking is also provided.
1.1.3.4	Appropriate development standards should be promoted which facilitate intensification, re-development and compact form, while avoiding or mitigating risks to public health and safety.	The proposed building will be built with a high standard of construction, allowing a seamless integration with the existing area. There will be no risks to the public.

PPS Policy #	Policy	Response
		The Site is outside of the ERCA regulated area. Noise assessment has been completed, and mitigation is recommended to be built into the design of the proposed development.
1.1.3.5	Planning authorities shall establish and implement minimum targets for intensification and re-development within built-up areas, based on local conditions.	The City has established targets for intensification and development. The proposed development will assist in meeting those targets as the Site is located in an existing built-up area.
1.1.3.6	New development taking place in designated growth areas should occur adjacent to the existing built-up area and should have a compact form, mix of uses and densities that allow for the efficient use of land, infrastructure and public service facilities.	The proposed development does have a compact built form. The proposed building size will allow for the efficient use of land, pedestrian and vehicle access, infrastructure and public services.
1.4.1- Housing	To provide for an appropriate range and mix of housing options and densities required to meet projected requirements of current and future residents of the regional market area, planning authorities shall: a) maintain at all times the ability to accommodate residential growth for a minimum of 15 years through residential intensification and re-development and, if necessary, lands which are	The proposed land use encourages active transportation and promotes the utilization of existing transit connections proximate to the Site to meet the health and well-being of future residents. The proposed development will provide for an infill and intensification opportunity in the existing built-up area. The Site offers an opportunity for more housing.

PPS Policy #	Policy	Response
	designated and available for residential development; and b) maintain at all times where new development is to occur, land with servicing capacity sufficient to provide at least a three-year supply of residential units available through lands suitably zoned to facilitate residential intensification and re-development, and land in draft approved and registered plans.	Municipal services are available, as set out in the support studies.
1.4.3	Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected market-based and affordable housing needs of current and future residents of the regional market area.	The proposed development provides for a new housing choice in the area and utilizes the Site in an efficient manner. The Site is currently under-utilized, and the development will allow for new residential use. The proposed density will have a positive impact on the area as it will blend well with the existing built form. The Site is close to nearby amenities. There is suitable infrastructure, including transit.
1.6.1 - Infrastructure	Infrastructure and public service facilities shall be provided in an efficient manner	The development can proceed on full municipal services as identified in the required support studies.

PPS Policy #	Policy	Response
	that prepares for the impacts of a changing climate while accommodating projected needs.	Access to public transit is available.
1.6.6.2- Sewage, Water and Stormwater	Municipal sewage services and municipal water services are the preferred form of servicing for settlement areas to support protection of the environment and minimize potential risks to human health and safety. Within settlement areas with existing municipal sewage services and municipal water services, intensification and re-development shall be promoted wherever feasible to optimize the use of the services.	The proposed development will be serviced by municipal sewer, water, and storm, which are the preferred forms of servicing for settlement areas. The required support studies have been provided.
1.6.6.7 - Stormwater	Planning for stormwater management shall: a) be integrated with planning for sewage and water services and ensure that systems are optimized, feasible and financially viable over the long term; b) minimize, or, where possible, prevent increases in contaminant loads; c) minimize erosion and changes in water balance, and prepare for the impacts of a changing climate through the effective management of	The required support studies have been completed to support the proposed development. There will be no negative impacts on the municipal system and it will not add to the capacity in a significant way. There will be no risk to health and safety. There are no natural heritage features located on the Site. A tree inventory has been completed. The noise assessment has been completed, and

PPS Policy #	Policy	Response
	stormwater, including the use of green infrastructure; d) mitigate risks to human health, safety, property and the environment; e) maximize the extent and function of vegetative and pervious surfaces; and f) promote stormwater management best practices, including stormwater attenuation and re-use, water conservation and efficiency, and low impact development.	mitigation measures for construction have been identified.
1.6.7.1- Transportation	Transportation systems should be provided which are safe, energy efficient, facilitate the movement of people and goods, and are appropriate to address projected needs.	The Site is in close proximity to major transportation corridors and has access to nearby transit.
1.6.7.2	Efficient use should be made of existing and planned infrastructure, including through the use of transportation demand management strategies, where feasible.	The proposed development contributes to the City's requirements for development within a built-up area. The area is serviced by transit.
1.6.7.4	A land use pattern, density and mix of uses should be promoted that minimize the length and number of vehicle trips and support current and future use of transit and active transportation.	The proposed development is near many local amenities; residents would not have to travel far to access necessities.

PPS Policy #	Policy	Response
2.1.1- Natural Heritage	Natural features and areas shall be protected for the long term.	There are no natural features that apply to this Site. A tree inventory has been completed.
2.2.1 - Water	Planning authorities shall protect, improve or restore the quality and quantity of water.	There is no risk to water quality and quantity.
2.6.1	Significant built heritage resources and significant cultural heritage landscapes shall be conserved.	There are no heritage resources that apply to this Site.
3.0 - Health and Safety	Development shall be directed away from areas of natural or human-made hazards where there is an unacceptable risk to public health or safety or of property damage, and not create new or aggravate existing hazards.	There are no natural or human-made hazards.

Therefore, the proposed development is consistent with the PPS and the Province's vision for long-term prosperity and social well-being.

5.1.2 Official Plan

The City of Windsor Official Plan (OP) was adopted by Council on October 25, 1999, approved in part by the Ministry of Municipal Affairs and Housing (MMAH) on March 28, 2000 and the remainder approved by the Ontario Municipal Board (OMB) on November 1, 2002. Office consolidation version is dated September 7, 2012.

The OP implements the PPS and establishes a policy framework to guide land use planning decisions related to development and the provision of infrastructure and community services throughout the City.

The Site is part of the Walkerville Planning District located on Schedule A - Planning Districts & Policy Areas.

The lands are currently designated "Mixed Use Corridor" (formerly Commercial Corridor - OPA 159) according to Schedule D: Land Use attached to the OP for the City of Windsor (see Figure 3 – City of Windsor OP, Schedule D).



Figure 3 – City of Windsor OP, Schedule D

The Site is also subject to the following:

- adjacent to a class II - Arterial Road (namely Tecumseh Road East) on Schedule F - Roads and Bikeways,
- within 300.0 metres of a Rail Corridor (namely Essex Terminal Railway Co.) on Schedule F-1 - Railways,
- adjacent to a Civic Way (namely Tecumseh Road East) on Schedule G - Civic Image, and
- within proximity to a Regional Commercial Centre (namely Howard Avenue and Tecumseh Road East) on Schedule J -Urban Structure Plan.

The OPA proposes to amend the" Mixed Use Corridor" land use designation to permit an increase in height for the proposed multiple dwelling to six (6) storeys.

The following provides a summary of the key policy considerations of the OP as it relates to the proposed development.

OP Policy #	Policy	Response
3.1	The planning of Windsor's future is guided by the following vision taken from Dream Dare Do – The City of Windsor Community Strategic Plan: "Windsor is a quality city full of history and potential, with a diverse culture, a durable economy, and a healthy environment where citizens share a strong sense of belonging and a collective pride of place."	The proposed development will support the City's economy by providing more housing in an existing built-up area. The surrounding area has a mix of uses and densities.
3.2 – Growth Concept	Mixed use developments will be encouraged with strong pedestrian orientations and to support public transit. This concept will enable Windsor to continue its growth and foster a vibrant economy, while ensuring a safe, caring and diverse community and a sustainable, healthy environment.	The proposed development provides a use that supports pedestrian orientations and public transit due to its location in an existing built-up area.
3.2.3.1	Windsor will work toward achieving a sustainable transportation system where all modes of transportation can play a more balanced role. The creation of mixed use and employment centres will allow businesses and services to be closer to homes and allow greater opportunities for walking, cycling and transit.	The intent is to construct a standalone multiple building in an area that has a mix of uses and densities. This allows residents to easily access nearby amenities, employment and public transit.

OP Policy #	Policy	Response
4.0 – Healthy Community	The implementing healthy community policies are interwoven throughout the remainder of the Plan, particularly within the Environment, Land Use, Infrastructure and Urban Design chapters, to ensure their consideration and application as a part of the planning process.	The proposed development will support the City's goal of promoting a healthy community in order to live, work and play. The proposed development is close to nearby transit, employment, shopping, local/regional amenities and parks/trails.
6.0 - Preamble	A healthy and livable city is one in which people can enjoy a vibrant economy and a sustainable healthy environment in safe, caring and diverse neighbourhoods. In order to ensure that Windsor is such a city, Council will manage development through an approach which balances environmental, social and economic considerations.	The proposed development supports the policy set out in the OP as it is suited for the City's residential needs.
6.1 - Goals	In keeping with the Strategic Directions, Council's land use goals are to achieve: 6.1.1 Safe, caring and diverse neighbourhoods. 6.1.3 Housing suited to the needs of Windsor's residents. 6.1.10 Pedestrian oriented clusters of residential, commercial, employment and institutional uses. 6.1.14 To direct residential intensification to those areas of the City where transportation, municipal services, community facilities	The proposed development supports the goals set out in the OP as it provides for the development of land. The proposed residential use will provide a new housing and new housing choice in an existing built-up area. The Site has access to transportation, full municipal services and local amenities.

OP Policy #	Policy	Response
	and goods and services are readily available.	
6.2.1.2 – General Policies, Types of Development Profile	For the purpose of this Plan, Development Profile refers to the height of a building or structure. Accordingly, the following Development Profiles apply to all land use designations on Schedule D: Land Use unless specifically provided elsewhere in this Plan: (a) Low Profile developments are buildings or structures generally no greater than three (3) storeys in height; (b) **Medium Profile** developments are buildings or structures generally no greater than six (6) storeys in height; and (c) High Profile developments are buildings or structures generally no greater than fourteen (14) storeys in height.	The proposed development is considered **a medium profile** development as it is proposed to have 6 storeys constructed.
6.3.1.1 – Range of Forms & Tenures	To support a complementary range of housing forms and tenures in all neighbourhoods.	The proposed development will offer a new housing choice which will complement the existing area. Tenure will be rental.
6.5.1.8 – Commercial, Objectives, Residential Intensification	To promote residential intensification with **Medium** and High Profile buildings to meet the housing needs of the City in appropriate areas in proximity to municipal services, transit and employment areas.	The proposed development supports this objective as a medium profile building in an existing settlement area with full municipal services, near transit, amenities and employment.
6.5.3.1 – Mixed Use Corridor Policies, Permitted Uses	Uses permitted in the Mixed Use Corridor land use designation are primarily	A standalone multiple dwelling with a medium profile is

OP Policy #	Policy	Response
	retail, wholesale store (added by OPA 58, 24 07 2006) and service oriented uses and, to a lesser extent, office uses. **Medium** and High Profile residential uses either as standalone buildings or part of a commercial-residential mixed use buildings shall be throughout the Corridors.	permitted for use in this designation.
6.5.3.3 – Street Presence	Council will encourage Mixed-Use Corridor development to provide a continuous street frontage and presence. Accordingly, development along a Mixed-Use Corridor shall be: **a) no more than four storeys in height,** e**xcept on lands at an intersection of any combination of the following roads: Class I Arterial Road,** Class II Arterial Road, Class I Collector, or Class II Collector Road. **The height of buildings shall generally not exceed the width of the road right-or-way abutting the development site;** and b) Notwithstanding the identified maximum building height, the Council may consider additional height, where the Council is satisfied that the proposed height achieves compatible development, and where appropriate transitions to abutting lower scale development are established. Appropriate transitions may be achieved through the implementation of regulatory techniques including, but not	Tecumseh Road East is considered a class 2 road, and Marentette Ave is considered a local road. The proposed building is 6 storeys in height and will require an amendment to this policy. The policy does allow Council to consider additional height where the development is compatible. The proposed development will be located on a corner lot and will not impact any of the existing uses along Marentette Ave. Marentette Ave provides for a transition between uses. The proposed building will provide a buffer between the residential uses and Tecumseh Road East. The proposed building will be located as close to Tecumseh Road East as possible, ensuring there is appropriate setback from low profile uses.

OP Policy #	Policy	Response
	limited to new height limitations, enhanced building setbacks and step backs, enhanced landscape buffers and planting requirements and/or the implementation of an angular plane. Permissions for taller buildings may be established through a site specific Zoning Bylaw Amendment. c) encouraged to locate the buildings at the street frontage lot line with parking accommodated at the rear of the site.	
6.5.3.4 - Infill	Council shall promote the infilling and consolidation of existing Mixed Use Corridors.	The Site will provide for residential infilling and intensification within an existing settlement area in the form of residential.
6.5.3.6 – Location Criteria	Mixed Use Corridor development shall be located where: (a) there is access to Class I or Class II Arterial Roads or Class I Collector Roads; (b) full municipal physical services can be provided; and (c) commercial related traffic can be directed away from residential areas.	The Site is a corner lot. Tecumseh Road East is classified as a class 2 Arterial Road. The proposed access to the parking area is from Marentette Ave, which leads to Tecumseh Road East.
6.5.3.7 – Evaluation Criteria	At the time of submission, the proponent shall demonstrate to the satisfaction of the Municipality that a proposed commercial development is: (a) feasible having regard to the other provisions of this Plan, provincial legislation, policies and appropriate guidelines and support studies for uses: (i) within or adjacent to any area identified on Schedule C: Development Constraint Areas and	This PRR has evaluated the PPS. There are no development constraints that impact the Site. There are no known contaminations. There are no anticipated traffic concerns.

OP Policy #	Policy	Response
	described in the Environment chapter of this Plan; (ii) within a site of potential or known contamination; (iii) where traffic generation and distribution is a provincial or municipal concern; and (iv) adjacent to sensitive land uses and/or heritage resources. (b) in keeping with the goals, objectives and policies of any secondary plan or guideline plan affecting the surrounding area; (c) capable of being provided with full municipal physical services and emergency services; (d) provided with adequate off-street parking; (e) compatible with the surrounding area in terms of scale, massing, height, siting, orientation, setbacks, parking and landscaped areas; and (f) acceptable in terms of the proposal's market impacts on other commercial areas (see Procedures chapter).	There are no adjacent sensitive land uses or heritage resources. A Noise study has been completed to address the nearby rail, and mitigation measures have been recommended. There are no secondary plans that impact the Site. Full municipal services are available. Off street parking is provided. The proposed building has an appropriate scale, massing and height for the area. The building will be located as close to the corner of the Site as possible. The parking access is away from the intersections. There are no sight visibility restrictions created. Landscaping is provided. There is a market for rental housing.
6.5.3.8 – Design Guidelines	The following guidelines shall be considered when evaluating the proposed design of a Mixed Use Corridor development: (a) the ability to achieve the associated policies as outlined in the Urban Design chapter of this Plan; (b) the provision of	The design of the proposed building will be addressed at the time of SPC approval. Landscaping and fencing will be provided. Parking and loading will be provided.

OP Policy #	Policy	Response
	appropriate landscaping or other buffers to enhance: (i) all parking lots, and outdoor loading and service areas; and (ii) the separation between the use and adjacent sensitive uses, where appropriate; (c) as a general rule, the height of buildings are consistent with the height of buildings which characterize the Mixed Use Corridor. Where Council deems it desirable that higher profile development be permitted in an existing Mixed Use Corridor, the development should be built at a human scale by utilizing one or both of the following measures: (i) treatment of the lower floors of building(s) to provide continuity; and/or (ii) setting back the upper floors of building(s) from the street to avoid overpowering effects at-grade; (d) where possible, parking is located in the rear of the property to encourage continuous building facades adjacent to the street; and (e) measures are taken in site design which provide for ease of access for pedestrians between the public sidewalk and building main entrances in a manner which is distinguishable from access provided for vehicles, (f) Council will adopt Design Guidelines that will assist in the design and review of development applications in a manner that will ensure	There is an appropriate separation between the abutting low profile housing. The height of the building will blend well with the adjacent land uses along Tecumseh Road East. Council has the ability to consider an increase in the height of proposed buildings. The Site is pedestrian friendly. Parking is located at the rear of the proposed building. The proposed building will face Tecumseh Rd E. Sidewalks and pedestrian connections will be provided, including the garden area to the east of the proposed building. The City guidelines will be followed as they relate to the design of the proposed building.

OP Policy #	Policy	Response
	implementation of these policies.	
7.0 - Infrastructure	The provision of proper infrastructure provides a safe, healthy and efficient living environment. In order to accommodate transportation and physical service needs in Windsor, Council is committed to ensuring that infrastructure is provided in a sustainable, orderly and coordinated fashion.	The proposed development is close to nearby transit, off a major roadway, and has access to full municipal services.
7.2.8.8 – Development adjacent to a Rail Corridor	Council shall evaluate a proposed development adjacent to a Rail Corridor.	Noise assessment has been completed, and mitigation will be built into the design of the proposed development, as recommended.
8.1 – Urban Design	A memorable, attractive and liveable city is one where people feel comfortable and are inspired by their surroundings. The physical systems and built form of the city are also designed to protect, maintain and improve the quality of life for present and future generations by integrating the principles of sustainability and place making. In order for Windsor to be such a city, Council is committed to urban design principles that enhance the enjoyment and image of Windsor and its people.	Design details will be considered as part of the SPC process.
8.7.2.3 – infill development	Council will ensure that proposed development within an established neighbourhood is designed to function as an integral and complementary part of that area's existing development pattern by having regard for: (a) massing; (b) building	The City design guidelines will be followed.

OP Policy #	Policy	Response
	height; (c) architectural proportion; (d) volumes of defined space; (e) lot size; (f) position relative to the road; and (g) building area to site area ratios. (h) the pattern, scale and character of existing development; and, (Added by OPA #66–11/05/07-B/L209-2007) (i) exterior building appearance (Added by OPA #66–11/05/07-B/L209-2007), j) Council adopted Design Guidelines that will assist in the design and review of applications for development in accordance with the policies noted above	

Therefore, the proposed development will conform with the intent of the City of Windsor OP and will require a site-specific amendment to permit an increase in the proposed building height to six (6) storeys.

5.1.3 Zoning By-law

The City of Windsor Zoning By-law (ZBL) #8600 was passed by Council on July 8, 2002, and then a further Ontario Municipal Board (OMB) decision was issued on January 14, 2003.

A ZBL implements the PPS and the City OP by regulating the specific use of property and provide for its day-to-day administration.

According to Map 7 attached to the ZBL, the Site subject to the proposed development, is currently zoned Commercial District 3.3 (CD3.3) and Residential District 1.3 (RD1.3) category (see Figures 6 – City of Windsor Zoning Map 7).

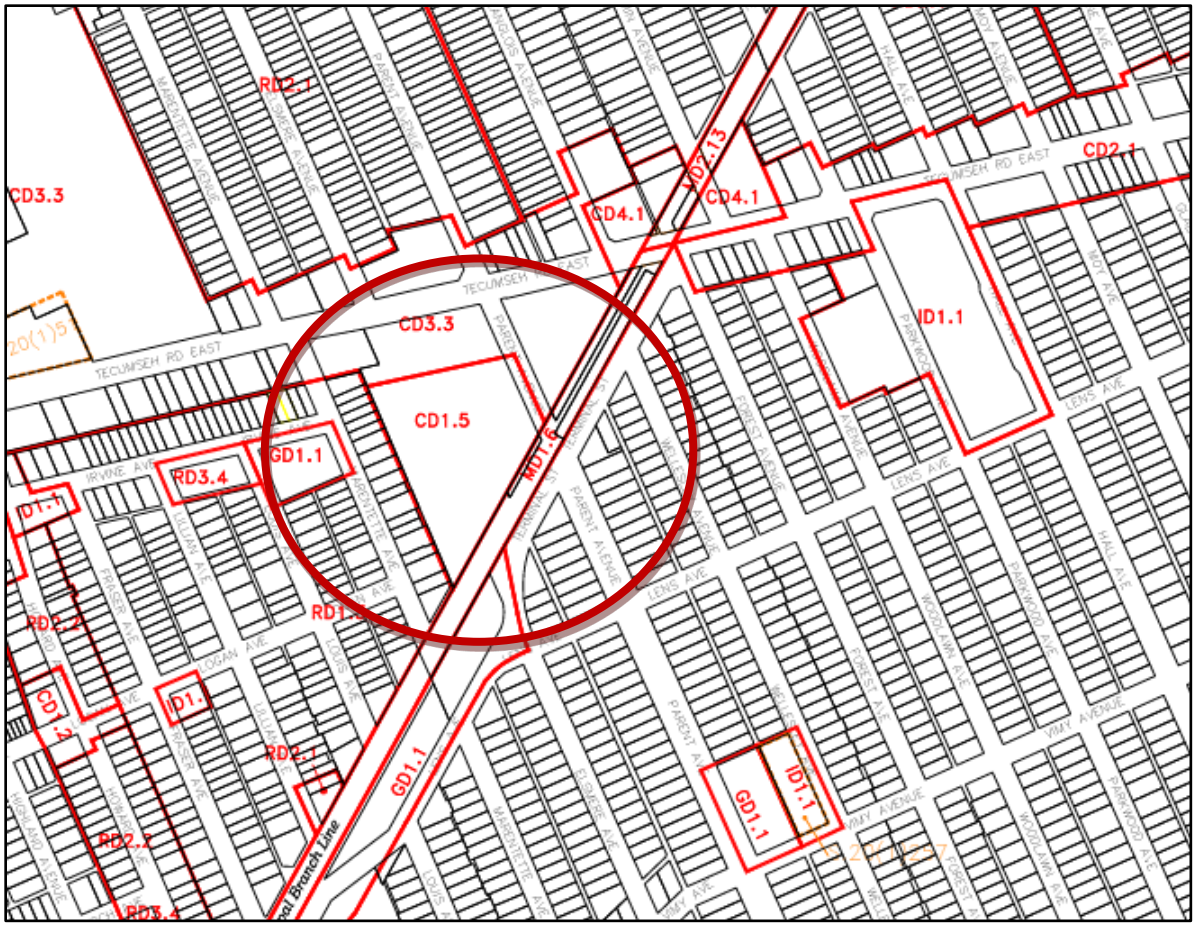


Figure 4 – City of Windsor Zoning Map 7

A site-specific ZBA is required for the proposed development to permit a multiple dwelling.

> *MULTIPLE DWELLING means one dwelling containing a minimum of three dwelling units. A double duplex dwelling, semi-detached dwelling, stacked dwelling, or townhome dwelling is not a multiple dwelling*

The zoning for the Site is proposed to be changed to a site-specific Residential District 3.3 (RD 3.3 - S.20(1)(XXX)), which permits multiple dwellings.

A review of the RD3.3 zone provisions, as set out in Section 12.3 of the ZBL is as follows:

Zone Regulations	Required RD3.3 Zone	Proposed	Compliance and/or Relief Requested with Justification
Permitted Uses	Lodging House **Multiple Dwelling** Religious Residence	Multiple Dwelling	Complies

Zone Regulations	Required RD3.3 Zone	Proposed	Compliance and/or Relief Requested with Justification
	Residential Care Facility Any of the following existing dwellings: Double Duplex Dwelling Duplex Dwelling Semi-Detached Dwelling Single Unit Dwelling Any use accessory to any of the preceding uses		Multiple dwellings are permitted under the RD3.3 zoning.
Lot Frontage - Min	45.0 m	60.16 m (along Marentette Ave)	Complies
Lot Area - Min	For a corner lot having a minimum lot frontage of 45.0 m on each of the exterior lot lines: a) For the first 23 dwelling units 1,825.0 m2 b) For each additional dwelling unit 37.0 m2 per unit 35 units x 45 m2 + 1,825 m2 = 1,825 m2	4,857.08 m2	Complies
Lot Coverage - Max	35.0 %	20.24 %	Complies
Main Building Height - Max	Corner Lot – 30.0 m	24.0 m	Complies
Landscaped Open Space Yard - Min	35.0 % of the lot area	37.75 %	Complies
Dwelling Unit Density - Max	Dwelling Unit Density – dwelling	0.486 ha x 180 – 87 units	Complies

Zone Regulations	Required RD3.3 Zone	Proposed	Compliance and/or Relief Requested with Justification
	units per hectare – maximum For a corner lot having a minimum lot frontage of 45.0 m on each of the exterior lot lines 225 units per ha - 180 uph		
Parking Requirements 24.20.5.1 - Min	Multiple Dwelling containing a minimum of 5 dwelling units: 1.25 parking spaces required for each dwelling unit 54 x 1.25 = **67.5 space** (67 rounded down)	68	Complies
Visitor Parking – minimum 24.22.1 - Min	15 percent of parking spaces shall be marked as visitor parking 15% (of 67) = 10.05 (10 rounded down)	TBD	Complies
Accessible Parking Spaces 24.24.1 - Min	Type A – 1 space Type B – 1 space Total = 2 space	4	Complies
Bicycle Parking Spaces 24.30.1.1 - Min	2 for the first 19 spaces plus 1 for each additional 20 parking spaces Total = 5	5	Complies
Loading Area - Min	1	1	Complies

Zone Regulations	Required RD3.3 Zone	Proposed	Compliance and/or Relief Requested with Justification
Parking Area Separation 25.5.20 - Min	.2 any other street – 3.00 m .5 A building wall in which is located a main pedestrian entrance facing the parking area – 2.0 m .6 A building wall containing a habitable room window or containing both a main pedestrian entrance and a habitable room window facing the parking area where the building is located on the same lot as the parking area - 4.50 m	>3.00 m >2.0m 6.0 m	Complies

Therefore, the proposed development will comply with all zone provisions set out in the RD3.3 Zone, which will permit a multiple dwelling and no relief from regulations is required.

A review of the parking provisions for the balance of the lands (Caboto Club) not subject to the proposed development was also undertaken. A total of 379 parking spaces are required, and 524 spaces are provided.

The automobiles for lease or sale occupying parking spaces within the Caboto Club's parking area will not continue.

6.0 SUMMARY AND CONCLUSION

6.1 Context and Site Suitability Summary

6.1.1 Site Suitability

The Site is ideally suited for residential development for the following reasons:

- The land area is sufficient to accommodate the proposed development with adequate transition and buffering from abutting land uses,
- The Site is generally level, which is conducive to easy vehicular movements,
- The Site will be able to accommodate municipal water, storm and sewer systems,
- There are no anticipated traffic concerns,
- There are no noise concerns, and
- The location of the proposed development is appropriate.

6.1.2 Compatibility of Design

The proposed development will be limited to a 6 storey, medium profile building, which is a compatible size and density for the Site and with the surrounding area.

The design has spoken to compatibility. It has taken into consideration a transition between land uses and an appropriate amount of setbacks.

The Site is capable of accommodating the proposed development in terms of scale, massing, height and siting.

Parking, fire route, amenity area and landscaping will be provided.

All zone provisions set out in the RD3.3 zone category can be complied with.

6.1.3 Good Planning

The proposal represents good planning as it addresses the need for the development of land, which contributes to affordability and intensification requirements.

Residential uses on the Site represent an efficient development pattern that optimizes the use of land.

The proposed building will provide an appropriate transition between the surrounding land uses.

6.1.4 Environment Impacts

The proposal does not have any negative natural environmental impacts.

6.1.5 Municipal Services Impacts

There will be no negative impacts on the municipal system as the proposed use will not add to the capacity in a significant way.

6.1.6 Social and/or Economic Conditions

The proposed development does not negatively affect the social environment as the Site is in close proximity to major transportation corridors and nearby amenities.

Infilling in an existing built up area of the City contributes toward the goal of 'live, work and play' where citizens share a strong sense of belonging and a collective pride of place.

The proposed development promotes efficient development and land use pattern, which sustains the financial well-being of the Municipality.

The proposal does not cause any public health and safety concerns. The proposal represents a cost-effective development pattern that minimizes land consumption and servicing costs.

There will be no urban sprawl as the proposed development is within the existing settlement area and is an ideal infilling opportunity.

6.2 Conclusion

In summary, it would be appropriate for the City of Windsor to approve the OPA and ZBA applications to permit the proposed residential development on the Site.

The proposed development is an appropriate use of the Site and offers a new housing choice in an existing built-up area.

This PRR has shown that the proposed development is consistent with the PPS, conforms with the intent and purpose of the City of Windsor OP and ZBL, and represents good planning.

The report components for this PRR have set out the following, as required under the City of Windsor OP:

10.2.13.2 Where a Planning Rationale Report is required, such a study should:

> *(a) Include a description of the proposal and the approvals required;*
>
> *(b) Describe the site's previous development approval history;*
>
> *(c) Describe major physical features or attributes of the site including current land uses(s) and surrounding land uses, built form and contextual considerations;*
>
> *(d) Describe whether the proposal is consistent with the provincial policy statements issued under the Planning Act;*

(e) Describe the way in which relevant Official Plan policies will be addressed, including both general policies and site-specific land use designations and policies;

(f) Describe whether the proposal addresses the Community Strategic Plan;

(g) Describe the suitability of the site and indicate reasons why the proposal is appropriate for this site and will function well to meet the needs of the intended future users;

(h) Provide an analysis of the compatibility of the design and massing of the proposed developments and land use designations;

(i) Provide an analysis and opinion as to why the proposal represents good planning, including the details of any methods that are used to mitigate potential negative impacts;

(j) Describe the impact on the natural environment;

(k) Describe the impact on municipal services;

(l) Describe how the proposal will affect the social and/or economic conditions using demographic information and current trends; and,

(m) Describe areas of compliance and non-compliance with the Zoning By-law.

Planner's Certificate:

I hereby certify that this report was prepared by Tracey Pillon-Abbs, a Registered Professional Planner, within the meaning of the Ontario Professional Planners Institute Act, 1994.



Tracey Pillon-Abbs, RPP
Principal Planner



ALEO ASSOCIATES INC.
CONSULTING ENGINEERS

8522_SanitarySewerStudy.docx

September 1, 2023

Corporation of the City of Windsor
Engineering – Development & Geomatics Division
350 City Hall Square West, Suite 210
Windsor, Ontario, N9A 6S1

ATT: MR. ROBERT PERISSINOTTI, DEVELOPMENT ENGINEER

RE: SANITARY SEWER STUDY FOR THE PROPOSED CABOTO APARTMENTS AT 835 TECUMSEH ROAD EAST, WINDSOR, ONTARIO

Dear Mr. Perissinotti,

We have completed a sanitary servicing analysis to assess the impact of this proposed multi-unit residential development on the existing sewer system.

The site of the proposed residential development consists of properties at 835 Tecumseh Road East, 2148 Marentette Avenue, and a portion of the northwest corner parking lot of 2175 Parent Avenue. The properties will be merged for the proposed development and will have a new total property area of 0.49 ha.

The site currently consists of an existing commercial building, paved parking lot area, and a garage structure. A single-family dwelling once stood at 2148 Marentette Avenue but was demolished circa 2014. The peak sewage rate from the existing development on this site was determined to be 0.8 L/s.

The proposed development consists of a six-storey apartment building. The building will have 54 units for a total population of 95 persons based on a 1.75 person per unit population density. This corresponds to a peak domestic sewage flow rate of 1.8 L/s.

The proposed development results in a very small increase in the peak sewage flow by approximately 1 L/s.

A sewer separation project in the area occurred in 2001 and dedicated storm sewers were installed along both Tecumseh Road East and Marentette Avenue. The existing combined sewers were then converted into dedicated sanitary sewers. The 500x750 brick sanitary sewers along Tecumseh Rd. E. and Marentette Ave. are now very large for a sanitary sewer as they were originally designed for both sewage and stormwater conveyance. The sewer separation project allowed stormwater from roadways and properties to drain to the dedicated storm sewers.

This in turn freed up significant capacity in the original combined sewer which can now be utilized. The increased sewage flow of approximately 1 L/s is very small and will not have any effect on the receiving sanitary sewer due to the capacity that was made available through implementation of dedicated storm sewers.

In addition, the existing commercial building on this site has a combined sewer connection as the building predates the dedicated municipal storm sewer. This would mean that stormwater runoff from the building roof is currently draining to the combined sewer unrestricted. Through re-development of this site, stormwater will no longer drain to the former combined sewer and instead will drain to the dedicated storm sewer. The stormwater runoff generated from the existing building roof area is much more than the additional sewage flows expected from this residential development. The proposed re-development will relieve the municipal sanitary sewer system as the overall flows to this sewer will be less than in the existing condition.

A new 200 mm diameter sanitary connection will be required for the multi-storey residential development. The connection can be made to the sanitary sewer on Tecumseh Road East or Marentette Avenue but will be determined during the design phase.

If you have any questions or concerns, please contact me.

Yours Very Truly,



John-Paul Aleo, P.Eng.
ALEO ASSOCIATES INC.

ALEO ASSOCIATES INC.
Consulting Engineers

Prepared By: J.P.A.
Project Name: New Apartment Building at 835 Tecumseh Rd. E.
Project No.: 8522
Date: Sept. 1, 2023

SANITARY ANALYSIS
PROPOSED APARTMENT BUILDING DEVELOPMENT, 835 TECUMSEH RD. EAST
EXISTING PEAK SEWAGE FLOW

LOCATION		POPULATION			SEWAGE FLOW		
DEVELOPMENT TYPE	TOTAL AREA HEC.	PER HEC.	TOTAL POP.	PEAKING FACT.	INFIL. l/sec	SEW. l/sec	TOTAL l/sec
COMMERCIAL	0.44	74	33	4.35	0.07	0.6	0.7
SINGLE FAMILY DWELLING	0.05	-	4	4.45	0.01	0.1	0.1

Design Criteria:
1) Residential & Commercial Sewage Flow Rate = 0.0043 l/sec/cap *372 L/cap/day
2) Infiltration = 0.1560 l/s/ha
3) Peaking Factor = 1+14/(4+P^0.5)
4) Manning's Coefficient = 0.013
5) Minimum Velocity = 0.76 m/s (2.49 fps)
   Maximum Velocity = 3.0 m/s (9.84 fps)
6) 74 person/hectare for commercial land use as per City of Windsor development manual.

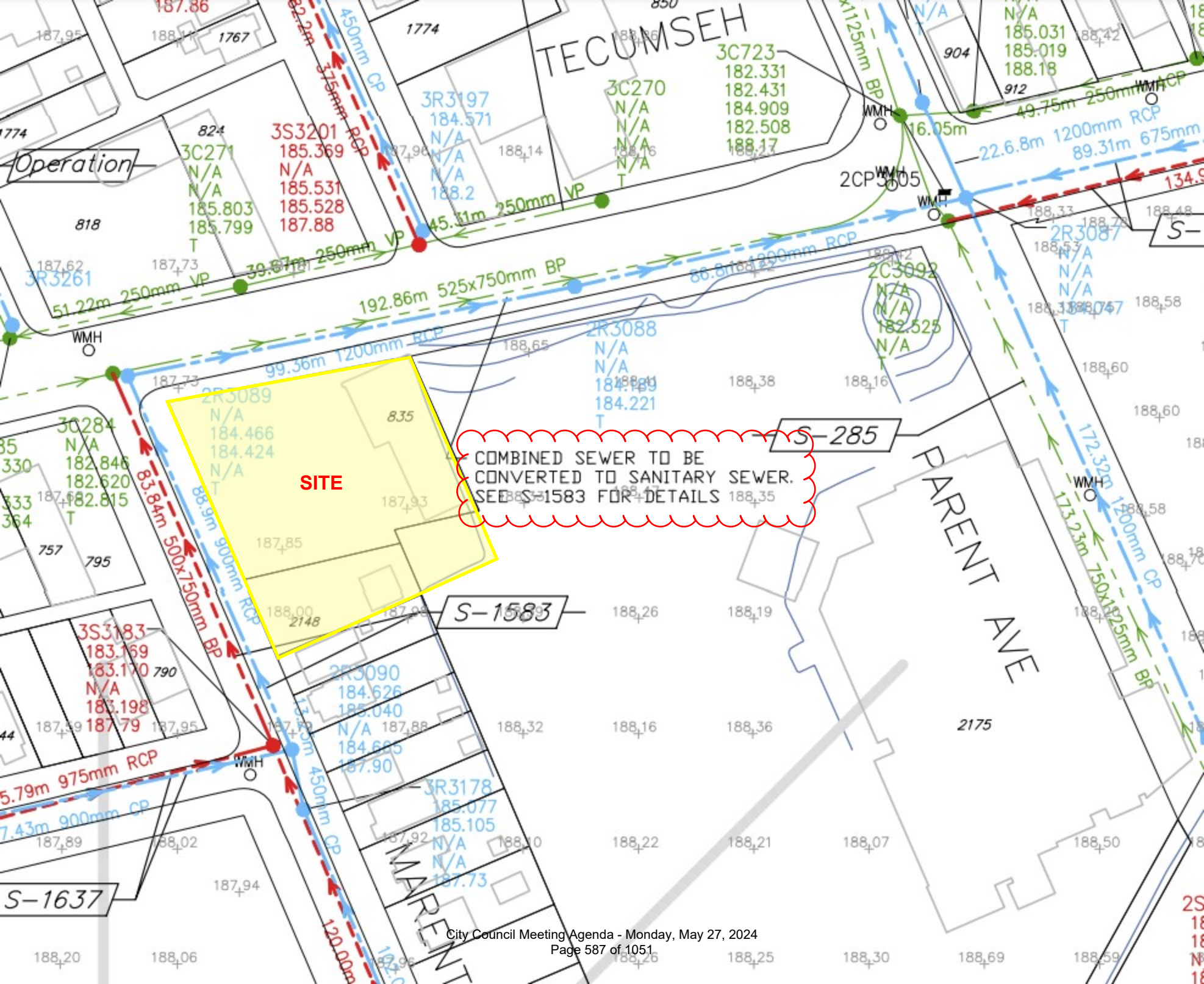
ALEO ASSOCIATES INC.
Consulting Engineers

Prepared By: J.P.A.
Project Name: New Apartment Building at 835 Tecumseh Rd. E.
Project No.: 8522
Date: 01-Sep-23

SANITARY ANALYSIS
PROPOSED APARTMENT BUILDING DEVELOPMENT, 835 TECUMSEH RD. EAST
PROPOSED PEAK SEWAGE FLOW

LOCATION		POPULATION			SEWAGE FLOW		
DEVELOPMENT TYPE	TOTAL AREA HEC.	PER HEC.	POP.	PEAKING FACT.	INFIL. l/sec	SEW. l/sec	TOTAL l/sec
Multi-Storey Residential	0.49	-	95	4.25	0.08	1.7	1.8

Design Criteria:
1) Residential Sewage Flow = 0.0043 l/sec/cap *372 L/cap/day
2) Infiltration = 0.1560 l/s/ha
3) Peaking Factor = 1+14/(4+P^0.5)
4) Manning's Coefficient = 0.013
5) Minimum Velocity = 0.76 m/s (2.49 fps)
Maximum Velocity = 3.0 m/s (9.84 fps)
6) Proposed Multi-Storey Residential Development is 54 units consisting of 27 one bedroom units (1.4 per/unit) and 27 two bedroom units (2.1 per/unit). Using an avg. pop. density of 1.75 person/unit yields a total pop. of 95. Pop. densities taken from City of Toronto sewer design criteria "Population equivalents based on type of housing".


TECUMSEH
Operation
SITE
COMBINED SEWER TO BE
CONVERTED TO SANITARY SEWER.
SEE S-1583 FOR DETAILS
S-285
S-1583
S-1637
PARENT AVE
MARENT
3C723
182.331
182.431
184.909
182.508
188.17
3C270
N/A
N/A
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T
3R3197
184.571
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N/A
N/A
188.2
3S3201
185.369
N/A
185.531
185.528
187.88
3C271
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N/A
185.803
185.799
T
3R3261
51.22m 250mm VP
39.67m 250mm VP
45.31m 250mm VP
192.86m 525x750mm BP
99.36m 1200mm RCP
2R3089
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184.424
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3S3183
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WMH
2175
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904
912
757
795
790
83.84m 500x750mm BP
88.9m 900mm RCP
5.79m 975mm RCP
7.43m 900mm CP
120.00m
22.6.8m 1200mm RCP
89.31m 675mm
49.75m 250mm RCP
16.05m
172.32m 1200mm CP
173.23m 750x1125mm BP
450mm CP
375mm RCP
1125mm BP

APPENDIX “M”
Zoning Comparison Table

Zoning Comparison Table				
Provision		**Provided#**	**RD3.2**	**RD3.3**
.1	Lot Frontage - minimum	57.9 m* (excludes land conveyances) 58.6 m* (includes land conveyances)	30.0 m	45.0 m
.2	Lot Area - minimum For a corner *lot* having a minimum frontage of 30.0 m on each of the *exterior lot lines* : a) For the first 5 *dwelling units* b) For the next 19 *dwelling units* c) For each additional *dwelling unit*	4,945.3 m2* (excludes land conveyances) 4,993.0 m2* (includes land conveyances)	 540.0 m2 67.0 m2 per unit 44.0 m2 per unit (3,133.0 m2)	
.2	Lot Area - minimum For a corner lot having a minimum frontage of 30.0 m on each of the exterior lot lines: a) For the first 23 dwelling units b) For each additional dwelling unit	4,945.3 m2* (excludes land conveyances) 4,993.0 m2 m* (includes land conveyances)		 1,825.0 m2 37.0 m2 per unit (2,972.0 m2)
.3	Lot Coverage - maximum	21.4% (1,059.0 m2 / 4,945.3 m2*) (excludes land conveyances) 21.2% (1,059.0 m2 / 4,993.0 m2*) (includes land conveyances) (1,059.0 m2 includes balconies and roof over entrance)	35.0%	35.0%

APPENDIX "M"
Zoning Comparison Table

.4	Main Building Height - maximum *Corner Lot*	24.0 m	24.0 m	30.0 m
.8	Landscaped Open Space Yard - minimum	34.0% (1,683.1 m2 / 4,945.3 m2*) (excludes land conveyances) 33.7% (1,683.1 m2 / 4,993.0 m2*) (includes land conveyances) (1,683.1 m2 includes balconies and roof over entrance, parking area, and poured in place concrete curb)	35.0% of lot area	35.0% of lot area
.13	Dwelling Unit Density - *dwelling units* per hectare - maximum For a corner lot having a minimum frontage of 30.0 m on each of the exterior lot lines	110 units per hectare (54 units / 0.49 ha*) (excludes land conveyances) 108 units per hectare (54 units / 0.50 ha*) (includes land conveyances)	188 units per ha	
.13	Dwelling Unit Density - *dwelling units* per hectare - maximum For a corner lot having a minimum *lot frontage* of 45.0 m on each of the *exterior lot lines*	110 units per hectare (54 units / 0.49 ha*) (excludes land conveyances) 108 units per hectare (54 units / 0.50 ha*) (includes land conveyances)		225 units per ha
	Preferred Zoning Provision			
*	**Lot Area is based on the proposed parcel shown as *Area of Development* on Drawing No. A-100 (Site Key Plan - Site Plan - Design Data Table) prepared by Sfera Architectural Associates Inc. Architects, dated February 21, 2024, identified as Job File No. 22108; is designated a special policy area on Schedule A: Planning Districts & Policy Areas in Volume I - The Primary Plan.**			
#	**# Provided figures were calculated by the Planning Department using the aforesaid drawing in AutoCAD Map 3D 2022**			

From: Yvette Biron <[redacted]>
Sent: Friday, April 26, 2024 6:52 PM
To: clerks <clerks@citywindsor.ca>
Subject: File Number Z-006/24 Giovanni Caboto Club Proposal

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

My Name is Yvette Biron. I have been a homeowner for 11 years on [redacted] I am opposed to the proposed development.
This small community runs 2 blocks North to South from Tecumseh Road to Logan and 4 blocks East to West from Marentette to Howard.
I feel that everyone in the community should have been notified of the proposal as it affects all of us.
It may be a small community but it is **not low density**. We have multiple dwellings with multiple units in these dwellings.
With the multiple units, there is no adequate parking.
We have a park located on Irvine that is accessible from both Marentette and Louis Avenue.
I have noticed on many occasions cars speeding down both Irvine and Logan to Marentette to try and beat the traffic from Howard and Tecumseh. There is an automotive garage on Marentette and Tecumseh that is accessible from Marentette.
Adding an apartment building with access to the parking lot from Marentette that is opposite of the garage is only going to add to the congestion and increase traffic flow.

There are 3 empty lots on McDougall. I propose building there. If the proposal is approved, then I suggest having access to the parking lot from Parent at the Caboto Club.
I would like to see speed bumps on Irvine, Logan, and Marentette. It would force racing vehicles to slow down.

From: ro wahab < >
Sent: Friday, May 3, 2024 4:53 PM
To: clerks <clerks@citywindsor.ca>
Subject: 835 Tecumseh Rd. East plan

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Mme./ Sir;

I have been in the neighborhood for over 25 years.
This is a small beautiful area where most of the traffic was from the local residents. We have been exposed to some drivers using Logan as well as Irvine and again Logan to make their short cut to Howard, cars zoom on Logan to make it before the street lights turn red.

This plan of building 52 units with only 64 parking spots is an illogical plan to meet with the need of parking spots for the occupants and their visitors.
1) Those dead end streets are subject to be occupied by the 385 Tecumseh occupants.
2) Logan Ave. Will be more subject to most of the potentially occupants to get to Howard St.
3) Safety is going to be highly at risk.
4) The original residents and their visitors will be subject to search for parking spots on the road ?
5) our dead end streets are valuable with the front green lawn, which we worry to loose it.

In general;
This potential 6 story building / 52 units main entrance on Marentette as on residential street and to be used for residency must comply with the residence law building. Otherwise building it from business perspective with its access from Tecumseh St. Must respect some distance to separate it from the residential area.
The potential crowdiness will eventually reduce our houses value.
I, along with family members , and my parent purposely stay on this area for its character of safety, quietly and friendly area.

Sincerely Yours.
Rouea Wahab

Committee Matters: SCM 144/2024

Subject: Official Plan Amendment and Zoning Bylaw Amendment Site specific regulations for Multiple Dwelling – Z 005-24 [ZNG-7174] & OPA 183 [OPA-7175] 1027458 Ontario Inc. 0 Wyandotte St E. - Ward 7

Moved by: Councillor Fred Francis
Seconded by: Councillor Mark McKenzie

Decision Number: **DHSC 607**

I. THAT Schedule "A" of Volume I: The Primary Plan of the City of Windsor Official Plan **BE AMENDED** by designating Part of Block A on Plan 1161; Part Streets and Alleys (Closed By R1088686); Part Lots 14, 31, 34 and 52 and all of Lots 32, 33, and 53 on Plan 1230; Part Lots 139, 140, and 141 Concession 1, in the City of Windsor, known municipally as 0 Wyandotte St. E, situated on South Side of Wyandotte St. E, between Clover St. and Lublin Ave., as a Special Policy Area; and,

II. THAT Chapter 1 in Volume II: Secondary Plans and Special Policy Areas of the City of Windsor Official Plan **BE AMENDED** by adding a new Special Policy Area as follows:

1.# South Side of Wyandotte St. E, between Clover St. and Lublin Ave.

1.#.1 The property described as Part of Block A on Plan 1161; Part Streets and Alleys (Closed By R1088686); Part Lots 14, 31, 34, and 52 and all of Lots 32, 33, and 53 on Plan 1230; Part Lots 139, 140, and 141 Concession 1, in the City of Windsor, known municipally as 0 Wyandotte St. E, is designated a special policy area on Schedule A: Planning Districts and Policy Areas in Volume I – The Primary Plan.

1.#.2 Notwithstanding Section 2.7.7.3 of the Official Plan, Volume II, Part 2 – East Riverside Secondary Plan High Profile Residential Buildings shall be permitted on the subject property.

1.#.3 Notwithstanding Section 2.7.7.3 of the Official Plan, Volume II, Part 2 – East Riverside Secondary Plan the maximum permitted density of the site shall be 130 units per ha.; and,

III. THAT an amendment to City of Windsor Zoning By-law 8600 **BE APPROVED** changing the zoning of Part of Block A on Plan 1161; Part Streets and Alleys (Closed By R1088686); Part Lots 14, 31, 34, and 52 and all of Lots 32, 33, and 53 on Plan 1230; Part Lots 139, 140, and 141 Concession 1, in the City of Windsor, known municipally as 0 Wyandotte St. E, from Residential District

with a hold provision HRD1.2 to Residential District with a hold provision HRD 3.3; and,

IV. THAT the hold provision **BE REMOVED** when the applicant/owner submits an application to remove the holding and the following condition is satisfied:

a. an addendum to the Environmental Evaluation Report, dated October 2023, is prepared and submitted to the satisfaction of the City Planner; and,

V. THAT subsection 1 of Section 20 of the City of Windsor Zoning By-law 8600 **BE AMENDED** for Part of Block A on Plan 1161; Part Streets and Alleys (Closed By R1088686); Part Lots 14, 31, 34, and 52 and all of Lots 32, 33, and 53 on Plan 1230; Part Lots 139, 140, and 141 Concession 1, in the City of Windsor, known municipally as 0 Wyandotte St. E by adding site specific regulations as follows:

5##. South Side of Wyandotte St. E, between Clover St. and Lublin Ave.

For the lands described as Part of Block A on Plan 1161; Part Streets and Alleys (Closed by R1088686); Part Lots 14, 31, 34, and 52 and all of Lots 32, 33, and 53 on Plan 1230; Part Lots 139, 140, and 141 Concession 1, in the City of Windsor, known municipally as 0 Wyandotte St. E. the following regulations shall apply:

Main Building Height - within 24m of Wyandotte Street East right of way – Maximum –
10 m

Main Building Height – remainder of site - Maximum - 48.0 m;

Carried.

Report Number: S 57/2024
Clerk's File: Z/14731 & Z/14732

Clerk's Note:

1. The recommendation of the Development & Heritage Standing Committee and Administration are the same.

2. Please refer to Item 7.3 from the Development & Heritage Standing Committee held on May 6, 2024.

3. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20240506/-1/10482

Subject: Official Plan Amendment and Zoning Bylaw Amendment Site specific regulations for Multiple Dwelling – Z 005-24 [ZNG-7174] & OPA 183 [OPA-7175] 1027458 Ontario Inc. 0 Wyandotte St E. - Ward 7

Reference:

Date to Council: May 6, 2024
Author: Jim Abbs,
Senior Planner
255-6543 x6317
jabbs@citywindsor.ca

Planning & Building Services
Report Date: April 15, 2024
Clerk's File #: Z/14731 & Z/14732

To: Mayor and Members of City Council

Recommendation:

I. **THAT** Schedule "A" of Volume I: The Primary Plan of the City of Windsor Official Plan **BE AMENDED** by designating Part of Block A on Plan 1161; Part Streets and Alleys (Closed By R1088686); Part Lots 14, 31, 34,and 52 and all of Lots 32, 33, and 53 on Plan 1230; Part Lots 139, 140, and 141 Concession 1, in the City of Windsor, known municipally as 0 Wyandotte St. E, situated on South Side of Wyandotte St. E, between Clover St. and Lublin Ave., as a Special Policy Area.

II. **THAT** Chapter 1 in Volume II: Secondary Plans and Special Policy Areas of the City of Windsor Official Plan **BE AMENDED** by adding a new Special Policy Area as follows:

1.# South Side of Wyandotte St. E, between Clover St. and Lublin Ave.

1.#.1 The property described as Part of Block A on Plan 1161; Part Streets and Alleys (Closed By R1088686); Part Lots 14, 31, 34, and 52 and all of Lots 32, 33, and 53 on Plan 1230; Part Lots 139, 140, and 141 Concession 1, in the City of Windsor, known municipally as 0 Wyandotte St. E, is designated a special policy area on Schedule A: Planning Districts and Policy Areas in Volume I – The Primary Plan.

1.#.2 Notwithstanding Section 2.7.7.3 of the Official Plan, Volume II, Part 2 – East Riverside Secondary Plan High Profile Residential Buildings shall be permitted on the subject property.

1.#.3 Notwithstanding Section 2.7.7.3 of the Official Plan, Volume II, Part 2 – East Riverside Secondary Plan the maximum permitted density of the site shall be 130 units per ha.

III. **THAT** an amendment to City of Windsor Zoning By-law 8600 **BE APPROVED** changing the zoning of Part of Block A on Plan 1161; Part Streets and Alleys (Closed By R1088686); Part Lots 14, 31, 34, and 52 and all of Lots 32, 33, and 53 on Plan 1230; Part Lots 139, 140, and 141 Concession 1, in the City of Windsor, known municipally as 0 Wyandotte St. E, from Residential District with a hold provision HRD1.2 to Residential District with a hold provision HRD 3.3;

IV. **THAT** the hold provision **BE REMOVED** when the applicant/owner submits an application to remove the holding and the following condition is satisfied:

a. an addendum to the Environmental Evaluation Report, dated October 2023, is prepared and submitted to the satisfaction of the City Planner;

V. **THAT** subsection 1 of Section 20 of the City of Windsor Zoning By-law 8600 **BE AMENDED** for Part of Block A on Plan 1161; Part Streets and Alleys (Closed By R1088686); Part Lots 14, 31, 34, and 52 and all of Lots 32, 33, and 53 on Plan 1230; Part Lots 139, 140, and 141 Concession 1, in the City of Windsor, known municipally as 0 Wyandotte St. E by adding site specific regulations as follows:

5##. South Side of Wyandotte St. E, between Clover St. and Lublin Ave.

For the lands described as Part of Block A on Plan 1161; Part Streets and Alleys (Closed by R1088686); Part Lots 14, 31, 34, and 52 and all of Lots 32, 33, and 53 on Plan 1230; Part Lots 139, 140, and 141 Concession 1, in the City of Windsor, known municipally as 0 Wyandotte St. E. the following regulations shall apply:

Main Building Height - within 24m of Wyandotte Street East right of way – Maximum – 10 m

Main Building Height – remainder of site - Maximum - 48.0 m;

Executive Summary:

N/A

Background:

The subject site is part of the East Riverside Secondary Plan area. That plan designated a large area of agricultural land within the City of Windsor for various forms of urban development. Over time, the majority of the area has developed, seeing the creation of primarily low profile residential areas interspersed with institutional, recreation and multiple dwelling uses. The proposed development is one of seven proposed by the applicant that will complete the development of the “North Neighbourhood” within the East Riverside Secondary Plan.

Application Information:

Location: 0 Wyandotte St. E. Ward: 7

Planning District: East Riverside ZDM: 14

Owner: 1027458 Ontario Inc.

Agent: Dillon Consulting (Theresa O'Neill)



KEY MAP - Z-005/24, ZNG-7172, OPA 183, OPA-7174

SUBJECT LANDS

Proposal:

The proposed development includes the construction of three (3), 6-storey, 63-unit multiple dwelling buildings and two (2), 12-storey, 129-unit multiple dwelling buildings for a total of 447 dwelling units.

The site is designated “Residential Neighbourhood” in the East Riverside Secondary Plan and “Residential” on Schedule “D” of the City of Windsor Official Plan. The site is currently zoned HRD1.2 permitting the development of single detached residential dwellings on 12m wide lots. The H prefix may be removed when a plan of subdivision is registered, and services are available. (Section 5.4 By-law 8600)

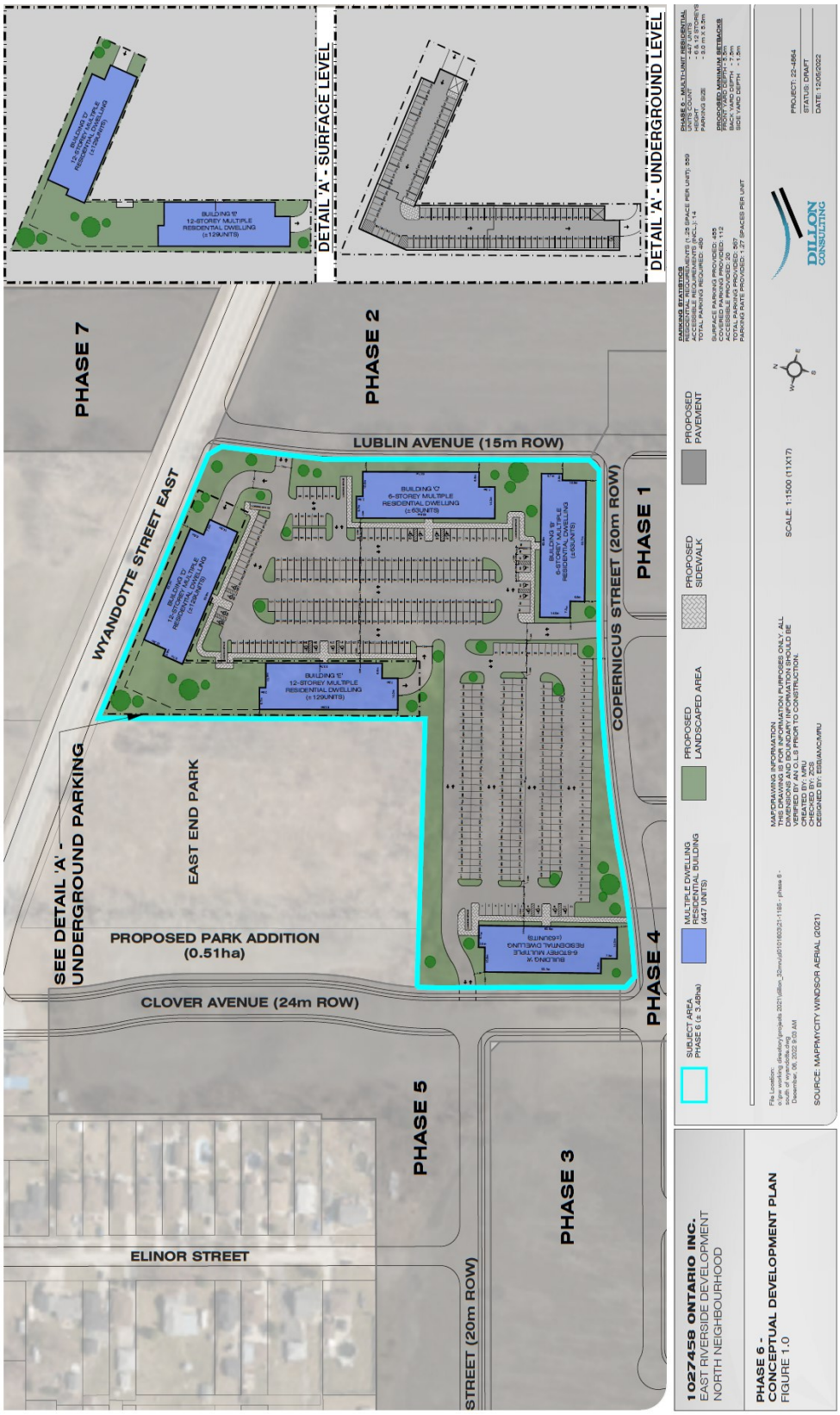


Figure 1:Concept Plan

SUBMISSIONS BY APPLICANT:

- Conceptual Development Plan
- Functional Servicing Report (October 2023)
- Stormwater Management Brief (September 2023)
- Planning Justification Report (October 2023)
- PIC Engagement Summary (January 2023)
- Comprehensive Transportation Impact Study (November 2022)
- Shadow Impact Study, (October 2023)
- Archaeological Assessment Report (February 2002)
- Natural Site Features Inventory & Preservation Study (September 2023)
- Environmental Evaluation Report (October 2023)

The applicant proposes an Official Plan Amendment that would create a special policy area for this site that would permit the construction of high profile buildings and apply a maximum permitted density of 130 units per ha.

The applicant proposes the application of a Site Specific RD3.3 zone category that would permit a maximum building height of 48.0 m.

Site Information:

Official Plan	Zoning	Current Use	Previous Use
Residential Neighbourhood ER-2: Land Use Plan, Secondary Plan East Riverside Planning Area	Residential District HRD1.2	Vacant	Vacant / Agriculture
Lot Depth	**Lot width**	**Area**	**Shape**
+/-226 m	+/- 78 m	3.48 ha	Irregular
All measurements are for the entire parcel and are approximate.			

Neighbourhood Characteristics:

The proposed development is located South of Wyandotte Street East and north of Beverly Glen Street within the East Riverside Planning Area, on an irregularly shaped site with frontage on Wyandotte Street East, future Clover Avenue, future Copernicus Street, and future Lublin Avenue. The current site is vacant.

Surrounding Land Uses:

North Wyandotte Street East, single-detached dwellings, East End Park, and the Riverside Sportsmen Club

East Vacant / Agricultural lands (Future detached residential).

South Vacant / Agricultural lands (Future detached residential).

West Vacant / Agricultural lands (Future detached and townhome residential).



NEIGHBOURHOOD MAP - Z-005/24, ZNG-7172, OPA 183, OPA-7174

SUBJECT LANDS

Discussion:

Provincial Policy Statement (PPS) 2020:

The Provincial Policy Statement, (PPS) 2020 provides direction on matters of provincial interest related to land use planning and development and sets the policy foundation for regulating the development and use of land in Ontario.

The zoning bylaw amendment would result in a development within the City of Windsor Settlement area, in area formerly used for agricultural purposes that was previously vacant and underutilized. This is consistent with the Provincial Policy Statement in that the development promotes the efficient use of existing land, promotes cost-effective development patterns and standards to minimize land consumption and servicing costs. Related to this direction, the PPS states:

"1.1.1(b) accommodating an appropriate range and mix of residential (including second units, affordable housing and housing for older persons), employment (including industrial commercial), institutional (including places of worship, cemeteries and long-term care homes), recreation, park and open space, and other uses to meet long-term needs"

e) promoting cost-effective development patterns and standards to minimize land consumption and servicing costs;"

The requested Multiple Dwelling development promotes cost-effective development by redeveloping an under-utilized vacant site. Allowing the proposed zoning bylaw amendment in this location contributes to minimizing land consumption and servicing costs by using a site that already has available infrastructure in the immediate area.

The PPS also states:

"1.1.2 Sufficient land shall be made available to accommodate an appropriate range and mix of land uses to meet projected needs for a time horizon of up to 20 years."

The PPS requires that land be available to diversify developments to meet the future needs of the community. The zoning by-law amendment is consistent with that requirement by accommodating new residential construction on lands designated for that purpose.

The PPS also states:

"1.4.1 To provide for an appropriate range and mix of housing types and densities required to meet projected requirements of current and future residents of the regional market area, planning authorities shall:

a. maintain at all times the ability to accommodate residential growth for a minimum of 10 years through residential intensification and redevelopment and, if necessary, lands which are designated and available for residential development; and

b. maintain at all times where new development is to occur, land with servicing capacity sufficient to provide at least a three-year supply of residential units available through lands suitably zoned to facilitate residential intensification and redevelopment, and land in draft approved and registered plans."

The requested zoning bylaw amendment is consistent with the PPS in that intensification of the use of the site will provide additional "appropriate range and mix of housing types and densities".

"1.4.3 Planning authorities shall provide for an appropriate range and mix of housing types and densities to meet projected requirements of current and future residents of the regional market area by:

a. permitting and facilitating:

    1. all forms of housing required to meet the social, health and well-being requirements of current and future residents, including special needs requirements; and

    2. all forms of residential intensification, including second units, and redevelopment in accordance with policy 1.1.3.3;

b. directing the development of new housing towards locations where appropriate levels of infrastructure and public service facilities are or will be available to support current and projected needs;

c. promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation and transit in areas where it exists or is to be developed;"

Approving the Official Plan and zoning by-law amendments would support residential development using the infrastructure that is already in place, instead of requiring more expenditure on new infrastructure in a greenfield setting. In terms of supporting active transportation and transit, the site of the proposed zoning amendment is served by Transit Windsor on Wyandotte Street E.

The proposed development is consistent with the PPS in that it promotes compact and transit supportive forms of development. As well, this development will help to support the provision of a range of housing types in this area.

The site is also very near to transit corridors. The closest existing transit route to this development is with the Lauzon 10. The closest existing bus stop to this development is on Wyandotte Street East at Clover Avenue Northwest Corner. Majority of this development falls within a 400 metre walking distance to a bus stop meeting Transit Windsor's guidelines. Transit Windsor's 2023 City Council approved Service Plan has service enhanced in this area with a development of a new local route to replace the existing Lauzon 10. This route will provide conventional transit service in both directions versus the existing one way loop. This will be a great enhancement for passengers accessing this development. A new bus stop will be located on Wyandotte Street East at Clover Avenue Southeast Corner.

Official Plan:

Urban Structure Plan

Section 3.3.2.2 of the Urban Structure Plan contained in the City of Windsor Official Plan identifies Wyandotte Street East and Riverside Drive as a City Corridors. Residential development on a City Corridor may include high profile (26 to 58 metres in height), medium profile (14 to 26 metres in height) and residential over retail at street, as well as row housing and lofts. The proposed development conforms with this policy.

Option For High Density

East Riverside Secondary Plan designates the subject site Residential Neighbourhood. While generally limiting development to lower density forms policy 2.7.7.2 provides opportunity for higher density development.

2.7.7.2 Notwithstanding policy 2.7.7.1 above, developers shall be encouraged to provide alternative, higher density forms of housing in the Residential Neighbourhoods, particularly in proximity to community services and facilities such as parks, schools and convenience retail to accommodate a range of demographic and tenure types.

Volume 1 and OPA 159

Additionally, the site is subject to the Residential designation of the Official Plan. The Residential designation in the City of Windsor Official Plan permits low and medium profile developments not greater than twenty-six (26) metres in height. The proposed development is 48m (12 storeys) in height which would not conform to Section 6.3.1.2 of the Official Plan.

6.3.2.1 Uses permitted in the Residential land use designation identified on Schedule D: Land Use include Low Profile, and Medium Profile dwelling units.

High Profile Residential Buildings shall be directed to locate in the City Centre, Mixed Use Centres and Mixed Use Corridors.

This policy was implemented through OPA 159 and generally directs high profile development to the City Centre, Mixed Use Centres and Mixed Use Corridors.

The applicant is requesting that a Site Specific policy area be applied to the site to permit a high profile building (48m) proposed

Other residential development proposals for buildings of similar height and form are currently under review near this site. The Planning Department is able to support the request for increased height on the site because the Urban Structure Plan designates Wyandotte Street East as a City Corridor. Residential development on a City Corridor may include high profile (26 to 58 metres in height), medium profile (14 to 26 metres in height) on roads designated as City Corridors. Large parcels fronting Wyandotte Street East are well suited for higher profile buildings.

The proposed development is consistent with the following goals and objectives of the City of Windsor Official Plan.

Goal 6.1.1 is to achieve safe, caring and diverse neighbourhoods. Goal 6.1.2 seeks environmentally sustainable urban development. Goal 6.1.3 promotes housing suited to the needs of Windsor's residents. Goal 6.1.10 is to achieve pedestrian oriented clusters of residential, commercial, employment and institutional uses.

Objective 6.3.1.1 supports a complementary range of housing forms and tenures in all neighbourhoods. Objective 6.3.1.2 seeks to promote compact neighbourhoods and balanced transportation systems. Objective 6.3.1.3 seeks to promote selective residential redevelopment, infill and intensification initiatives.

There are existing sidewalks and bike lanes available along both sides of the Wyandotte Street East right of-way, providing residents with safe and accessible opportunities for active transportation activities (OP, Vol II., 2.7.9.8). The East Riverside area has been identified as an area of moderate active transportation potential in the Active Transportation Master Plan (City of Windsor, 2019). There are improvements planned for the existing sidewalk and bicycle network, as described in both the Active Transportation Master Plan and the Transportation Master Plan, which will increase the sites accessibility and functionality for future residents. The proposed development is keeping with the City's desire to promote development patterns that support the increase in walking, cycling and public transportation (OP, 7.2.2.5)

New developments are required to have full municipal infrastructure available or planned as a condition of approval (OP, 7.3.2.3 and OP, Vol II., 2.6.32). The proposed development promotes the efficient use and optimization of existing infrastructure and public service facilities including stormwater management systems, electricity and communications systems, and transit and other transportation corridors and facilities (OP, 7.3.1.3). Sanitary systems are planned for the area and will become available to the proposed development. Infrastructure will be provided to the proposed development in a coordinated, efficient, and cost-effective manner in compliance with all regulatory requirements (OP, 7.3.1.1).

An Environmental Evaluation Report (EER) has been prepared to demonstrate how the proposed development will impact the EPA A (OP, 5.3.4.6). Provided the mitigation measures, best management practices, and enhancement recommendations outlined in the EER are followed, the proposed development should result in no negative impacts on the natural features or their ecological function. The City Naturalist indicates that further clarification is required related to the EER . The Planning Department recommends that a hold provision be placed on the site that will ensure that an addendum to the EER is completed prior to development on the site.

The proposed development will help to support a diverse neighbourhood that represents a sustainable community and will provide housing that is in demand. The proposed development will help to encourage a pedestrian oriented cluster of residential, and recreational uses. The proposed residential development represents a complementary and compact form of housing and intensification that is near existing and planned infrastructure and amenities (e.g. roads, transit, parks, active transportation, etc.).

Zoning By-law

The site is zoned Residential District (Holding) HRD1.2 this zone category does not permit the proposed use. The hold provision applied to this site relates to the provision of services and requires that a site plan control agreement be registered for the site. applied to the site (General Hold Provisions – Section 5.4, By law 8600). The applicant is proposing that the RD3.3 zone be applied, but specific regulations be applied to facilitate the proposed development.

To facilitate the proposed development, the following site-specific regulations are proposed by the applicant.

- Building Height - Maximum – 48.0 m;

The RD 3.3 zone would permit the proposed Multiple Dwelling structure as a use; however, a few specific regulations will also be required.

Building Height

The Planning Department is able to support the request for increased height on the site because the Urban Structure Plan designates Wyandotte Street East as a City Corridor. Residential development on a City Corridor may include high profile (26 to 58 metres in height), medium profile (14 to 26 metres in height) on roads designated as City Corridors. Large parcels such as this fronting Wyandotte Street East are appropriate for higher profile buildings.

Additional regulations recommended by Administration

Building Height adjacent to Wyandotte Street East

To encourage a more pedestrian oriented style of development that is compatible with the planned low and medium profile residential uses along Wyandotte St E, the Planning department is recommending that the height of a building adjacent to the Wyandotte Street East right of way be limited to 10 m within 24 m of the Wyandotte Street East road allowance. The maximum building height on the remainder of the site is recommended to be 48 metres, as requested by the applicant.

Practically, this may result in townhomes fronting Wyandotte Street East with high profile multiple dwellings located further from the street.

Hold Provision

As previously stated, The City Naturalist indicates that additional clarification is required related to the EER. Discussions with the applicant's consultant indicate that additional site assessment and an addendum to the previously submitted EER will be undertaken and submitted to the City prior to development of the site. The Planning Department recommends that a hold provision be placed on the site that will ensure that an addendum to the EER is completed prior to development on the site.

Risk Analysis:

N/A

Climate Change Risks

Climate Change Mitigation:

The development on the site is close to existing bus routes and community recreational opportunities. This will encourage the use of public transit and walking as modes of transportation, thereby helping to minimize the City's carbon footprint.

Climate Change Adaptation:

The new buildings may be affected by climate change, in particular with respect to extreme precipitation and an increase in days above 30 degrees. While not the subject of this report, any new construction would be required to meet the current provisions of the Building Code, which would be implemented through the building permit process. The site would also be required to incorporate storm water management best practices. The site plan control application will be reviewed for opportunities to enhance resiliency.

Financial Matters:

N/A

Consultations:

The applicant held a Public open house on December 7, 2022 Public Information Centre held by the developer at the WFCU Centre. Information related to the North Neighborhood developments was provided at this meeting, and comments from attendees were received.

Comments received from municipal departments and external agencies are attached as Appendix "A" to this report.

Public Notice:

The statutory notice required under the Planning Act was provided in the Windsor Star. In addition, all properties within 120m (400 feet) of the subject parcel received courtesy notice by mail prior to the Development & Heritage Standing Committee Meeting (DHSC) meeting

Conclusion:

Planner's Opinion and Conclusions:

The proposed use of this site as a development containing of three (3), 6-storey, 63-unit multiple dwelling buildings and two (2), 12-storey, 129-unit multiple dwelling buildings for a total of 447 dwelling units represents an efficient development that will have no

adverse impact on the well-being of the City of Windsor. The proposed development represents an appropriate residential use, adds to the range and mix of uses and will not cause any environmental or public health and safety concerns. This development is consistent with the Provincial Policy Statement.

The proposed Multiple Dwelling development represents a housing type and density that meets the requirements of current and future residents, that meets the social, health and well-being of current and future residents, represents a form of residential intensification, is set in a location with access to infrastructure, and public service facilities.

The proposed Multiple Dwelling development is located within an area experiencing pressure for development of similar form and is compatible within its context.

The proposed Official Plan and zoning by-law amendments are consistent the PPS, conform with the policy direction of the City of Windsor Official Plan (as recommended for amendment), are compatible with existing and permitted uses in the surrounding neighbourhood, and constitutes good planning.

Planning Act Matters:

I concur with the above comments and opinion of the Registered Professional Planner.

Greg Atkinson *Manager of Development/Deputy City Planner*

Thom Hunt *City Planner*

I am not a registered Planner and have reviewed as a Corporate Team Leader

JP JM

Approvals:

Name	Title
Greg Atkinson	Manager of Development/Deputy City Planner
Thom Hunt	City Planner
Aaron Farough	Senior Legal Counsel
Jelena Payne	Commissioner of Economic Development
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email

Name	Address	Email
1027458 Ontario Inc.		
Dillon Consulting Limited (Theresa O'Neill)		
Councillor Marignani		

Appendices:

APPENDIX D – CONSULTATION

TRANSIT WINDSOR – JASON SCOTT

Transit Windsor has no objections to this development. The closest existing transit route to this development is with the Lauzon 10. The closest existing bus stop to this development is on Wyandotte Street East at Clover Avenue Northwest Corner. Majority of this development falls within a 400 metre walking distance to a bus stop meeting Transit Windsor's guidelines. Transit Windsor's 2023 City Council approved Service Plan has service enhanced in this area with a development of a new local route to replace the existing Lauzon 10. This route will provide conventional transit service in both directions versus the existing one way loop. This will be a great enhancement for passengers accessing this development. A new bus stop will be located on Wyandotte Street East at Clover Avenue Southeast Corner.

SITE PLAN CONTROL

The development proposal is subject to Site Plan Control pursuant to the Planning Act and City of Windsor By-law 1-2004. Where preceding development applications are required, inclusive of Official Plan and Zoning By-law Amendments, request for Site Plan Control Pre-Consultation Stage 1 may be made following completion of the requisite Development and Heritage Standing Committee meeting at https://ca.cloudpermit.com/login.

ENVIRONMENTAL SERVICES – ANNE MARIE ALBIDONE

No concerns.

CANADA POST – BRUNO DESANDO

Attached are Canada Post comments for application -Z 005/24 & OPA 183.

Please let me know if you have questions or need anything further.

This development, as described, falls within our centralized mail policy.

I will specify the condition which I request to be added for Canada Post Corporation's purposes.

a) Canada Post's multi-unit policy, which requires that the owner/developer provide the centralized mail facility (front loading lockbox assembly or rear-loading mailroom [mandatory for 100 units or more]), at their own expense, will be in effect for buildings and complexes with a common lobby, common indoor or sheltered space.

Should the description of the project change, I would appreciate an update in order to assess the impact of the change on mail service.

If you have any questions or concerns regarding these conditions, please contact me. I appreciate the opportunity to comment on this project.

Lock-Box Assembly Requirements

The complete Canada Post Standards Manual for Builders & Developers can be downloaded at: https://www.canadapost.ca/cpo/mc/assets/pdf/business/standardsmanual_en.pdf

Compartments Size

- Horizontal lock-box models used in mailrooms must have the following minimums:

- *Residential compartments must be at least 12.5 x 13.5 cm*
- *Commercial compartments at least 13.5 x 30.5 cm*
- *Parcel compartments at least 30.5 x 30.5 cm*

- Vertical lock-box models must have min comp size of 25 x 12.5 cm. (Most models are 40 x 12.7 cm)

Heights

- All lock-box assemblies must be installed in a manner that will not require the delivery employee to reach higher than 170cm or lower than 45cm when delivering to the equipment. With respect to horizontal lock-boxes, the limits above will likely mean that maximum number of compartments that can be included in each column of residential compartments would be eight

Rear-loading Lock-boxes

- Projects with more than 100 units are required to be serviced via a rear-loading lock-box assembly.

- There must be a width of at least 100cm of working space from the back of the boxes to the wall.

- A ledge under the bottom row of boxes is also recommended in rear-loading designs. This ledge is to be directly under the bottom row of boxes (no space between ledge and bottom of boxes) and must stick out at least 20cm from the back of the boxes.

- Mailroom door is required to provide a minimum 81cm opening

- Lighting should be at least 100 lux (measured 75 cm from floor)

Access

- All buildings where the lock-boxes are required to be serviced from inside the building are required to install a Canada Post Crown lock in the building intercom. The intercom is pre-fabricated with an internal housing for the lock. The lock can be obtained from the local deliver supervisor.

- If the building has more than 100 units, a rear-loading lock-box assembly will be installed. The door to the Canada Post delivery area must be fitted with a specific model of deadbolt. This is because Canada Post will supply a key cylinder made specifically for the Canada Post key that will fit inside the deadbolt purchased by the developer.

Numbering

- Compartments should be numbered vertically and left to right on the delivery side of the boxes

Grade-level Components

- If the development includes grade level retail or residential units, please take note that door-to-door delivery will not be provided to these units. Canada Post is happy to install a Community Mailbox to provide service to these units. Please coordinate a location with the Canada Post Delivery Planner for the area. If there is no room on the property for the Community Mailbox, service can be provided via another Community Mailbox in the area. Options to service the units from the tower (lobby) lock-boxes or via a front-loading lock box erected on the outside of the building can also be discussed with the Delivery Planner.

ERCA – ALICIA GOOD

The City of Windsor has received Application for Zoning By-Law Amendment Z-005-24 and Application for Official Plan Amendment OPA 183 to support the proposed development of three (3) Medium Profile residential buildings and two (2) High Profile residential buildings on the above noted subject lands. The proposal includes underground parking and surface parking. This development is known as North Neighbourhood Phase 6.

The site is designated "Residential Neighbourhood" in the East Riverside Secondary Plan and "Residential" on Schedule "D" of the City of Windsor Official Plan. The site is currently zoned HRD1.2 permitting single detached residential dwellings. The applicant proposes an OPA that would create a special policy area for this site with a Site-Specific zoning of RD3.3.
The following is provided as a result of our review of Zoning By-Law Amendment Z-005-24 [ZNG-7172], and Official Plan Amendment OPA 183 [OPA-7174].

NATURAL HAZARDS AND REGULATORY RESPONSIBILITIES UNDER THE CONSERVATION AUTHORITIES ACT, O. REG 686/21, PPS

The following comments reflect ERCA's role in protecting people and property from the threats of natural hazards and regulating development hazards lands under Section 28 of the *Conservation Authorities Act*.

The above noted lands are subject to our Development, Interference with Wetlands and Alteration to Shorelines and Watercourses Regulation under the *Conservation Authorities Act* (Ontario Regulation No. 158/06). The parcel falls within the regulated area of the Little River and the Detroit River. The property owner will be required to obtain a Permit from the Essex Region Conservation Authority prior to any construction or site alteration or other activities affected by Section 28 of the *Conservation Authorities Act*. We request to be circulated on future Planning Act applications for this development, as we may have further comments to provide regarding stormwater management once we have had an opportunity to review the specific details of the proposal.
We note that this development is within the East Riverside Secondary Planning Area and should be designed accordingly. Additionally, we note that the proposed development, including the underground parking facility, will be required to satisfy floodproofing requirements.

FINAL RECOMMENDATION

Our office has **no objection** to OPA 183 and Z-005-24. As noted above, the property owners will be required to obtain a Permit from the Essex Region Conservation Authority prior to any construction or site alteration or other activities affected by Section 28 of the *Conservation Authorities Act*.
If you have any questions or require any additional information, please contact the undersigned.

ZONING – ANA LUKAS

Attached is the full zoning review.

Comments:

Add dimensions on drawings to show compliance with sections 24 and 25 of the zoning by-law 8600.
Submit building elevation drawings to confirm building height.
Provide calculation of landscaped open space on drawings.
Property is in ERCA regulated area.

Show all stairs and elevators in underground parking.
Label visitor parking spaces on drawings.
Show curb cuts for accessible parking spaces on drawings.
Show bicycle parking spaces on drawings.
Parking area separations are to be measured from back of perimeter curbing.
Submit drawings showing locations of habitable windows to show compliance with section 25.5.20.1.6.
Confirm if there are habitable windows above entrances to underground parking.

The proposed development doesn't meet the Zoning By-law 8600 as follows:

Minimum Size of Parking Space:

- 3.5 m wide by 5.5 m long - beside a wall or fence (Required)
- Parking spaces # 456 and 503: 2.6 m wide (Provided)

Minimum separation between a collector aisle and a parking space, where a collector aisle is perpendicular to a parking space: (25.5.40.5)

- 3.00 m (Required)
- 1.40 m (Provided)

FORESTRY - YEMI

Forestry has following comments on this property.
It was noted there are 10 juvenile city owned trees on the Wyandotte (north) portion of this new build.
On the south side (Jerome) there will be larger city owned trees that will be affected.
Please ask Hoda to send us over the tree inventory Dillon Consulting completed in September 2023 for this project.
As typical we will be requesting a root protection zone be implemented for any city owned trees. This is a requirement of the City of Windsor Site Control Plan section 3.1 under existing trees.
After reviewing Dillon Consulting's Official Plan Amendment and Zoning By-law Amendment it mentions the removal of 336 privately owned trees.
I would recommend that the applicant be required to replace the trees at an equal diameter loss ratio of caliper-per caliper to the satisfaction of the city forester to compensate for the loss to the urban canopy.

PARKS D&D – HODA KAMELI

Parks D&D has following comments to this Liaison.
It's essential to conduct a shadow study, particularly focusing on the impact of the new development on East End Park, especially Building E.
· A landscape buffer proposal incorporating tree planting and fencing along the northern property line bordering the parking lot from the park is recommended.
· We suggest establishing a pedestrian pathway within the new development property to link with the municipal sidewalk, facilitating residents' access to the park.

NATURAL AREAS – KAREN ALEXANDER

Phase 6 & 7 – Coco Paving Developments

Updated comments
April 24, 2024
Prepared by: Karen Alexander, Naturalist and Outreach Coordinator

Recommendation: further work is required to ensure the EER demonstrates accordance with natural heritage policies of the PPS (2020) and the City's Official Plan (10.2.5).

To include in EER Addendum:

- Revisit site to evaluate most up-to-date conditions of the abandoned drain.
    - Include a thorough search for Terrestrial Crayfish burrows and other potential hibernacula.
    - Include an updated Floristics Analysis (with co-efficient of wetness) that is applied to the drain and riparian area (3 m from top of drain at minimum) (typical distance as per the Drainage Act).
- Re-do ELC mapping to describe the vegetation communities more accurately on site.
    - Map Phragmites separately if needed.
    - Use inclusions as required.
    - Identify all old growth trees.
- Provide entire snake survey results, even if no snakes were found.
- Provide MECP correspondence and a copy of the IGF that was submitted to the MECP.

Discussions regarding mitigation:

- Will depend on the updated field work results as requested above.
- City Naturalist supports urban designers' comments; the proposal to re-design the parking is a good way to preserve our entire EPA (Official Plan 5.3.4.1 (a)).
- Provide for regeneration & restoration of East End Park & other agreed upon sites in the Little River Corridor Park (e.g. habitat restoration activities to improve ecological integrity and function to mitigate the loss of function and habitat) (Official Plan 8.5.2.2 (b, f), Official Plan 6.7.3.18) potentially the PPS 2.1.5. once updated field work is complete).

Preserve the function of the ecological corridor by incorporating into the design a naturalized corridor space to ensure East End Park remains ecologically connected to Little River Corridor Park (Official Plan 5.3.2.11).

ENWIN

HYDRO ENGINEERING (Keegan Morency Kendall):
No Objection, provided adequate clearances are achieved and maintained.

Please note the following.

- There are no ENWIN conductors or equipment located on the property.

Prior to working in these areas, we would suggest notifying your contractor and referring to the Occupational Health and Safety Act and Regulations for Construction Projects to confirm clearance requirements during construction.

WATER ENGINEERING (Bruce Ogg):
Water Engineering has no objections.

TRANSPORTATION PLANNING – CLARE

- Wyandotte St E is classified as a Class II Arterial Road with a required right-of-way width of 30 meters per the Official Plan. The existing right-of-way along the frontage of the subject property is not sufficient; however, a conveyance is not required at this time.

- Lublin Avenue is classified as a Local Road with a required right-of-way width of 20 meters as per the Official Plan. However, a 15-meter right-of-way width as shown on the conceptual plan is acceptable due to the approved North Neighbourhood Plan of Subdivision.

- Clover Avenue is classified as a Class I Collector Road with a required right-of-way width of 24 meters per the Official Plan. The proposed right-of-way along the frontage of the subject property as per the conceptual plan is sufficient.

- Copernicus (former Jerome) Street is classified as a Local Road with a required right-of-way width of 20 meters per the Official Plan. The proposed right-of-way along the frontage of the subject property as per the conceptual plan is sufficient.

- A corner cut-off of 4.6 meters is required at the intersection of Wyandotte St E and Lublin Ave. The submitted plan shows a corner cut-off.

- A corner cut-off of 4.6 meters is required at the intersection of Clover Ave and Copernicus (former Jerome) Street. The submitted plan shows a corner cut-off.

- The proposed curved alignment of Clover Avenue may potentially prohibit on-street parking on this segment of Clover Avenue. If the developer is proposing on-street parking, then a sight line review may be required.

- All parking must comply with Zoning By-Law 8600.
    - All proposed bicycle parking must comply with ZBL 8600 and be clearly indicated on revised site plan
    - Proposed GFA of the site is required in order to determine if the amount of loading spaces proposed comply with ZBL 8600

- Sidewalks are to be constructed at the owner(s) expense and according to City of Windsor Standard Specifications; concrete sidewalks along one side of each proposed local residential road and along both sides of any proposed collector roads as outlined by Engineering Right-of-Way and per the Official Plan.

- Transportation Planning has received the Transportation Impact Study (TIS) titled, “North Neighbourhood Subdivision” dated November 2022 by Mike Walkers, P.Eng. of Dillon Consulting Limited. Comments will be provided at a later date.

- All accesses shall conform to the TAC Geometric Design Guide for Canadian Roads and the City of Windsor Standard Engineering Drawings.

- Driveways proposed must be 7-9 metres total at the property line (minimum 3.5m/lane, maximum 4.5m/lane)
- The proposed driveway onto Clover Ave must align with Jerome St to the west
- The proposed driveway onto Copernicus St must align with Pearson Ave to the south

- All exterior paths of travel must meet the requirements of the Accessibility for Ontarians with Disabilities Act (AODA).

Landscape Architect (note to be updated)

Pursuant to the application for a Site Specific Zoning Amendment **(Z 005/24)** to permit an RD3.3 zone category for the construction of five (5) multiple dwelling units with a total of 447 residential units, with 567 parking spaces (both underground and surface parking), and increased maximum building height of 48.0m, ~~and reduced landscape area to 30% on the subject~~, along with an Official Plan Amendment **(OPA 183)** to create a special policy area to allow for high profile buildings with a maximum density or 130 units per ha, please note the following comments:

Zoning Provisions for Parking Setback:
The proposed site plan for Phase 6 appears to demonstrate a very narrow landscape setback from the eastern property and the proposed parking area. Adequate landscape transition is especially important given that the proposed development proposed to remove a all the natural features of the site, especially as the EER (section 2.12) provided by the applicant's consultant identifies potential for several SAR in the general area (See Tree Preservation & Urban Design sections below for additional mitigation measures).

Please include a site-specific zoning provision in conjunction with the amendment for change of permitted use, specifying a minimum 6.0 m landscape setback for parking areas in the Exterior Yard.

Tree Preservation & Climate Change:
The applicant has provided a Natural Site Features Inventory and Preservation Plan (NSFPP) which identifies 450 trees representing a total diameter of 15,864.7cm DBH, contained within or on the abutting property with root zones that may be impacted by the proposed development. There are 256 trees are proposed to be removed; many are mature Cottonwood and multi-stemmed Maples. The Official Plan under Section 5.3.6 Urban Forestry Policies identify that preservation and compensation through replacement is required when removal is necessary.

Not only do many of these trees have potential to provide habitat for wildlife including SARs, the size of these trees also provides filtration of air pollutants and can aid in carbon sequestration, which is necessary to combat climate change through the urban tree canopy.

If unable to preserve these trees, the applicant will be required at the time of Site Plan Agreement and building permits will be required to submit payment based on the total caliper of trees removed to the satisfaction of the City Forester in accordance with the Corporation's Schedule of Fees.

Section 9.3 of the EER provided by the applicant identifies mitigation measures to be conducted before and during development. Specifically, Section 9.3.2 identifies the Mitigation Measures Required by MECP. Applicant is to provided evidence that the pre-construction mitigation measures have been conducted as prescribed at the time of Site Plan Review to ensure compliance with MECP. Any habitat relocation is to comply with the directions of MECP and through consultation and satisfaction of the City's Natural Areas Coordinator.

Urban Design:

It recommended that owner prior to applying for Site Plan Control consider other options to help reduce the loss of the largest trees and natural areas on the site. Underground parking has been proposed for the two 12-storey residential towers, however they are connected under the largest area of landscape open space. This area is unlikely suitable for replacement tree planting due to the live weights that will be present form any trees that may be proposed. The owner should consider focusing any underground parking under the surface parking areas and not the proposed green space to allow for tree planting and more usable outdoor landscape open space. Green space should be used to encourage tree planting to reduce the urban heat island effect that will be cause by the extensive amount asphalt and concrete hard surface being proposed.

The proposed development also abuts East End Park at it western boundary. Provision of pedestrian connection would afford an important amenity for healthy communities. Any proposed trail connection is to be coordinated with the Executive Director of Parks.

Parkland Dedication:
All requirements will be determined at the time a Site Plan application is received.

Committee Matters: SCM 143/2024

Subject: Official Plan Amendment and Zoning Bylaw Amendment Site specific regulations for Multiple Dwelling – Z 004-24 [ZNG-7171] & OPA 182 [OPA-7173] 1027458 Ontario Inc. 0 Clairview Ave. - Ward 7

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Fred Francis

Decision Number: **DHSC 606**

I. THAT the City of Windsor Official Plan, Volume II, Part 2 – East Riverside Secondary Plan, **BE AMENDED** by deleting Section 2.7.7.5. and replacing as follows:

"2.7.7.5 The mix and distribution of dwelling types within Residential Neighbourhoods will be established in the neighbourhood subdivision plans provided for in Section 2.8 of this Secondary Plan provided, however, that single detached dwellings shall be the only permitted use on any lot which abuts the municipal boundary of the Town of Tecumseh."; and,

II. THAT Schedule "A" of Volume I: The Primary Plan of the City of Windsor Official Plan **BE AMENDED** by designating Part of Block A, Registered Plan 1161, more particularly described as Part 6, 12R-15252, in the City of Windsor, known municipally as 0 Clairview St. situated on North Side of Wyandotte St. E, between Clover St. and Chateau Ave., as a Special Policy Area; and,

III. THAT the City of Windsor Official Plan, Volume II, Part 1 – Special Policy Areas, **BE AMENDED** by adding site specific policies as follows:

1.# North Side of Wyandotte St. E, between Clover St. and Chateau Ave.

1.#.1 The property described as Part of Block A, Registered Plan 1161, more particularly described as Part 6, 12R-15252, in the City of Windsor, known municipally as 0 Clairview St., is designated a special policy area on Schedule A: Planning Districts and Policy Areas in Volume I – The Primary Plan.

1.#.2 Notwithstanding Section 2.7.7.3 of the Official Plan, Volume II, Part 2 – East Riverside Secondary Plan High Profile Residential Building shall be permitted

1.#.3 Notwithstanding Section 2.7.7.3 of the Official Plan, Volume II, Part 2 – East Riverside Secondary Plan the maximum permitted density of the site shall be 187 units per ha.; and,

IV. THAT an amendment to City of Windsor Zoning By-law 8600 **BE APPROVED** changing the zoning of Part of Block A, Registered Plan 1161, more particularly described as Part 6, 12R-15252, in the City of Windsor, known municipally as 0 Clairview St., from Residential District RD1.1 to Residential District with a hold provision HRD 3.3; and,

V. THAT the hold provision **BE REMOVED** when the applicant/owner submits an application to remove the holding and the following condition is satisfied:

a. an addendum to the Environmental Evaluation Report, dated October 2023, is prepared and submitted to the satisfaction of the City Planner; and,

VI. THAT subsection 1 of Section 20 of the City of Windsor Zoning By-law 8600 **BE AMENDED** for Part of Block A, Registered Plan 1161, more particularly described as Part 6, 12R-15252, in the City of Windsor, known municipally as 0 Clairview St by adding site specific regulations as follows:

5##. North Side of Wyandotte St. E, between Clover St. and Chateau Ave.

For the lands described as Part of Block A, Registered Plan 1161, more particularly described as Part 6, 12R-15252, in the City of Windsor, known municipally as 0 Clairview St. the following regulations shall apply:

Main Building Height - within 24m of Wyandotte St. E right of way – Maximum– 10 m
Main Building Height – remainder of the site - Maximum - 44.0 m;
Landscaped Open Space Area - Minimum - 30%
Dwelling Unit Density – dwelling units per ha – Maximum - 187
Parking Rate - Minimum - 1.21/unit

Carried.
Councillor Angelo Marignani voting nay.

Report Number: S 56/2024
Clerk's File: Z/14734 & Z/14735

Clerk's Note:

1. The recommendation of the Development & Heritage Standing Committee and Administration are the same.

2. Please refer to Item 7.2 from the Development & Heritage Standing Committee held on May 6, 2024.

3. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20240506/-1/10482

Subject: Official Plan Amendment and Zoning Bylaw Amendment Site specific regulations for Multiple Dwelling – Z 004-24 [ZNG-7171] & OPA 182 [OPA-7173] 1027458 Ontario Inc. 0 Clairview Ave. - Ward 7

Reference:

Date to Council: May 6, 2024
Author: Jim Abbs,
Senior Planner
255-6543 x6317
jabbs@citywindsor.ca
Planning & Building Services
Report Date: April 15, 2024
Clerk's File #: Z/14734 & Z/14735

To: Mayor and Members of City Council

Recommendation:

I. **THAT** the City of Windsor Official Plan, Volume II, Part 2 – East Riverside Secondary Plan, **BE AMENDED** by deleting Section 2.7.7.5. and replacing as follows:

"2.7.7.5 The mix and distribution of dwelling types within Residential Neighbourhoods will be established in the neighbourhood subdivision plans provided for in Section 2.8 of this Secondary Plan provided, however, that single detached dwellings shall be the only permitted use on any lot which abuts the municipal boundary of the Town of Tecumseh."

II. **THAT** Schedule "A" of Volume I: The Primary Plan of the City of Windsor Official Plan **BE AMENDED** by designating Part of Block A, Registered Plan 1161, more particularly described as Part 6, 12R-15252, in the City of Windsor, known municipally as 0 Clairview St. situated on North Side of Wyandotte St. E, between Clover St. and Chateau Ave., as a Special Policy Area.

III. **THAT** the City of Windsor Official Plan, Volume II, Part 1 – Special Policy Areas, **BE AMENDED** by adding site specific policies as follows:

1.# North Side of Wyandotte St. E, between Clover St. and Chateau Ave.

1.#.1 The property described as Part of Block A, Registered Plan 1161, more particularly described as Part 6, 12R-15252, in the City of Windsor, known municipally as 0 Clairview St., is designated a special policy area

on Schedule A: Planning Districts and Policy Areas in Volume I – The Primary Plan.

1.#.2 Notwithstanding Section 2.7.7.3 of the Official Plan, Volume II, Part 2 – East Riverside Secondary Plan High Profile Residential Building shall be permitted

1.#.3 Notwithstanding Section 2.7.7.3 of the Official Plan, Volume II, Part 2 – East Riverside Secondary Plan the maximum permitted density of the site shall be 187 units per ha.

IV. **THAT** an amendment to City of Windsor Zoning By-law 8600 **BE APPROVED** changing the zoning of Part of Block A, Registered Plan 1161, more particularly described as Part 6, 12R-15252, in the City of Windsor, known municipally as 0 Clairview St., from Residential District RD1.1 to Residential District with a hold provision HRD 3.3;

V. **THAT** the hold provision **BE REMOVED** when the applicant/owner submits an application to remove the holding and the following condition is satisfied:

a. an addendum to the Environmental Evaluation Report, dated October 2023, is prepared and submitted to the satisfaction of the City Planner;

VI. **THAT** subsection 1 of Section 20 of the City of Windsor Zoning By-law 8600 **BE AMENDED** for Part of Block A, Registered Plan 1161, more particularly described as Part 6, 12R-15252, in the City of Windsor, known municipally as 0 Clairview St by adding site specific regulations as follows:

5##. North Side of Wyandotte St. E, between Clover St. and Chateau Ave.

For the lands described as Part of Block A, Registered Plan 1161, more particularly described as Part 6, 12R-15252, in the City of Windsor, known municipally as 0 Clairview St. the following regulations shall apply:

Main Building Height - within 24m of Wyandotte St. E right of way – Maximum– 10 m

Main Building Height – remainder of the site - Maximum - 44.0 m;

Landscaped Open Space Area - Minimum - 30%

Dwelling Unit Density – dwelling units per ha – Maximum - 187

Parking Rate - Minimum - 1.21/unit

Executive Summary:

N/A.

Background:

The subject site is part of the East Riverside Secondary Plan area. That plan designated a large area of agricultural land within the City of Windsor for various forms of urban development. Over time, the majority of the area has developed, seeing the

creation of primarily low profile residential areas interspersed with institutional, recreation and multiple dwelling uses. The proposed development is one of seven proposed by the applicant that will complete the development of the "North Neighbourhood" within the East Riverside Secondary Plan.

Application Information:

Location: 0 Clairview Ave. Ward: 7

Planning District: East Riverside ZDM: 14

Owner: 1027458 Ontario Inc.

Agent: Dillon Consulting (Theresa O'Neill)



KEY MAP - Z-004/24, ZNG-7171, OPA 182, OPA-7173

SUBJECT LANDS

Proposal:

The proposed development includes the construction of two (2), 11-storey, 154-unit multiple dwelling buildings with a total of 308 dwelling units. The proposed development will provide 373 parking spaces split between a proposed 1-storey underground parking area and surface parking lot centrally located on the subject site. The applicant proposes a parking ratio of 1.21 parking spaces per dwelling unit.

The site is designated “Residential Neighbourhood” in the East Riverside Secondary Plan and “Residential” on Schedule “D” of the City of Windsor Official Plan. The site is currently zoned HRD1.1 permitting the development of single detached residential dwellings on 15m wide lots.

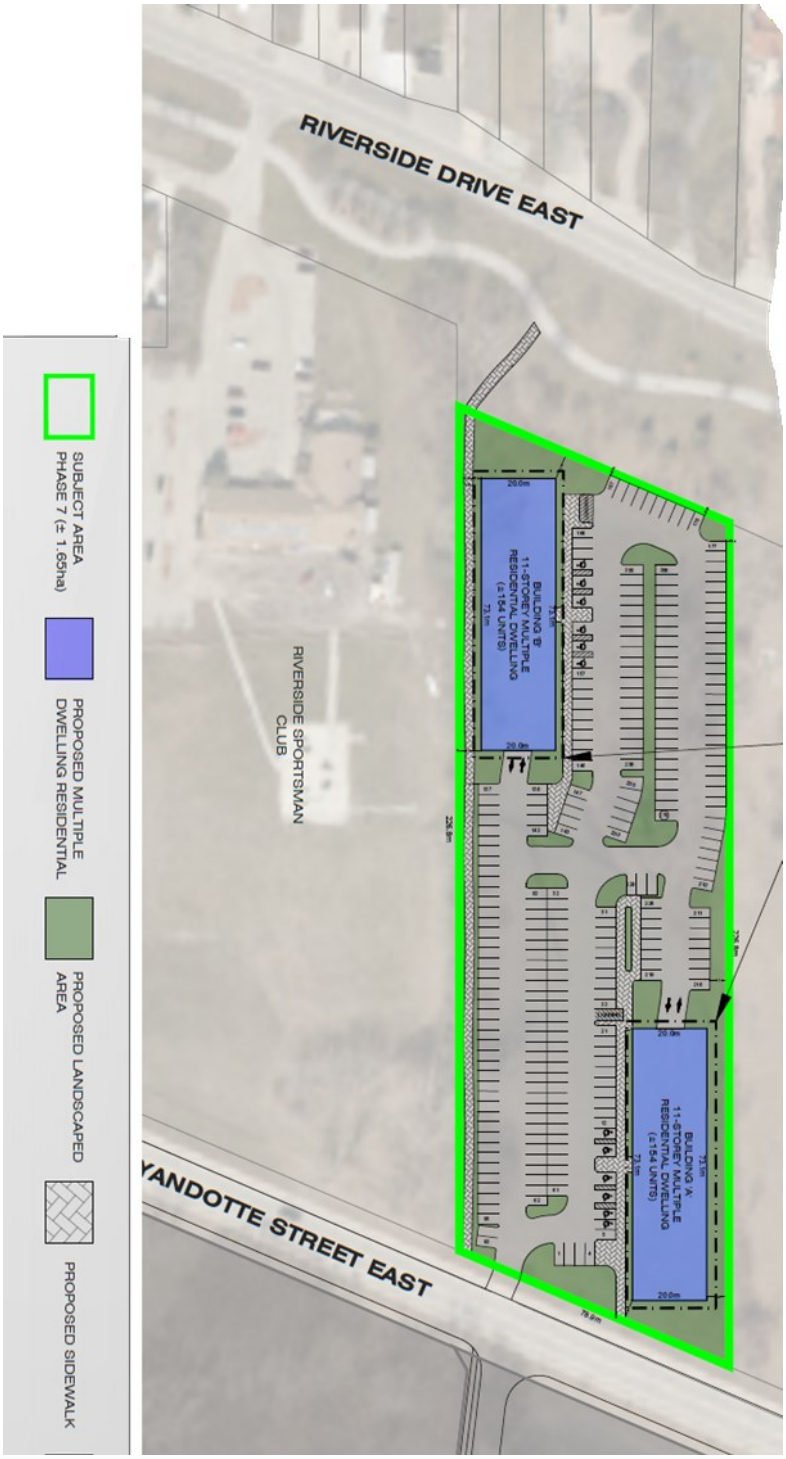


Figure 1:Concept Plan

SUBMISSIONS BY APPLICANT:

- Conceptual Development Plan
- Energy Strategy Brief (February 2023)
- Functional Servicing Report (February 2023)

- Stormwater Management Brief (February 2023)
- Planning Justification Report (February 2023)
- PIC Engagement Summary (January 2023)
- Comprehensive Transportation Impact Study (November 2022)
- Shadow Impact Study, (January 2023, Revised March 2024)
- SAR Considerations Memo (November 2022)
- Archaeological Assessment Report (February 2002)
- Natural Site Features Inventory & Preservation Study (September 2023)
- Environmental Evaluation Report (October 2023

The applicant proposes an Official Plan Amendment that would create a special policy area for this site that would permit the construction of high profile buildings and apply a maximum permitted density of 130 units per ha.

The applicant proposes the application of a Site Specific RD3.3 zone category that would permit:

- permit a maximum building height of 44.0m;
- permit a minimum landscaped open space area of 30% of the lot area
- a minimum parking rate of 1.21/unit (total of 373 parking spaces 1.21 spaces x 308 units)

Site Information:

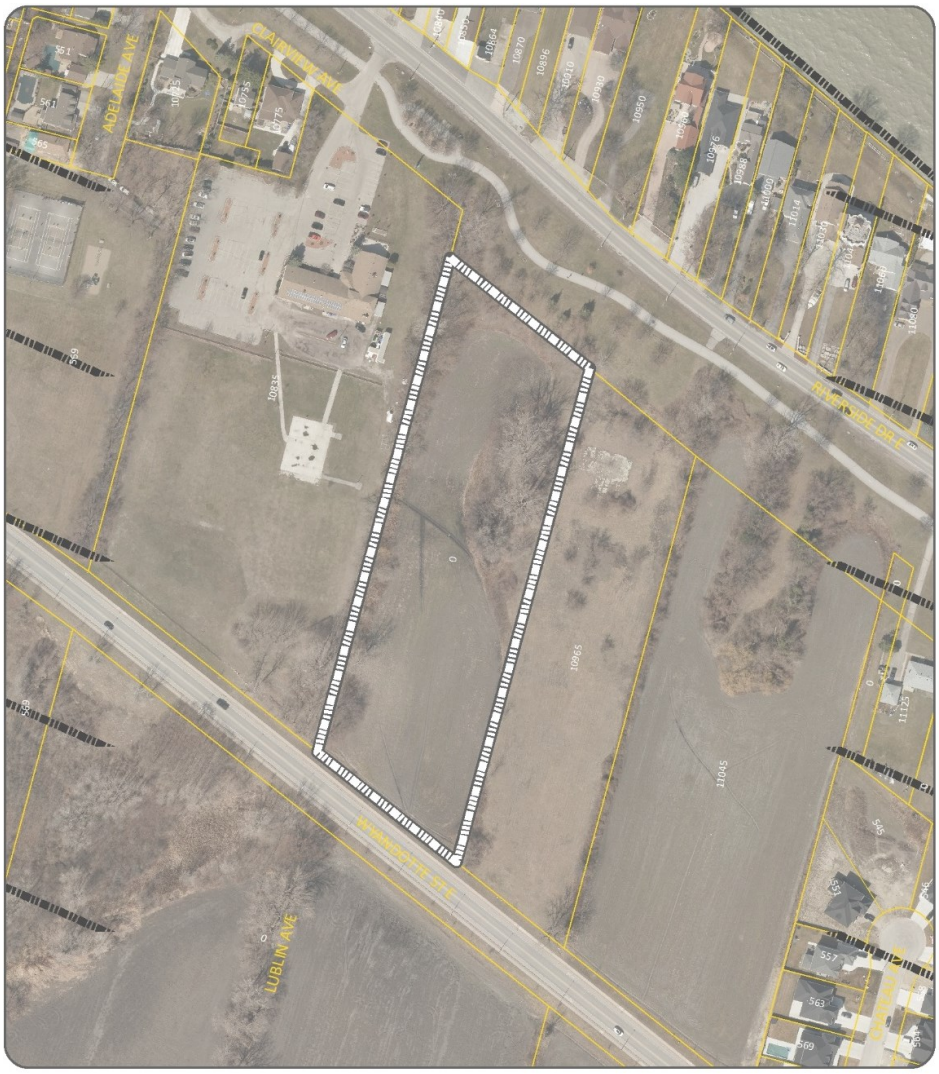
Official Plan	Zoning	Current Use	Previous Use
Residential Neighbourhood ER-2: Land Use Plan, Secondary Plan East Riverside Planning Area	Residential District RD1.1	Vacant	Vacant / Agriculture
Lot Depth	**Lot width**	**Area**	**Shape**
+/-390 m	+/- 225 m	1.645 ha	Irregular
All measurements are for the entire parcel and are approximate.			

Neighbourhood Characteristics:

The proposed development is located north of Wyandotte Street East and south of Riverside Drive East within the East Riverside Planning Area, on an irregularly shaped site with frontage on Wyandotte Street East. The current site is vacant and was most recently used for agricultural purposes.

Surrounding Land Uses:

North	Ganatchio Trail, Riverside Drive East, and single-detached dwellings
East	Vacant / Agricultural lands.
South	Vacant / Agricultural lands
West	Riverside Sportsmen Club and East End Park



NEIGHBOURHOOD MAP - Z-004/24, ZNG-7171, OPA 182, OPA-7173

SUBJECT LANDS

Discussion:

Provincial Policy Statement (PPS) 2020:

The Provincial Policy Statement, (PPS) 2020 provides direction on matters of provincial interest related to land use planning and development and sets the policy foundation for regulating the development and use of land in Ontario.

The zoning bylaw amendment would result in a development on a former Industrial site that was previously vacant and underutilized This is consistent with the Provincial Policy Statement in that the development promotes the efficient use of existing land, promotes cost-effective development patterns and standards to minimize land consumption and servicing costs. Related to this direction, the PPS states:

"1.1.1(b) accommodating an appropriate range and mix of residential (including second units, affordable housing and housing for older persons), employment (including industrial commercial), institutional (including places of worship, cemeteries and long-term care homes), recreation, park and open space, and other uses to meet long-term needs"

e) promoting cost-effective development patterns and standards to minimize land consumption and servicing costs;"

The requested Multiple Dwelling development promotes cost-effective development by redeveloping an under-utilized vacant site. Allowing the proposed zoning bylaw amendment in this location contributes to minimizing land consumption and servicing costs by using a site that already has available infrastructure in the immediate area.

The PPS also states:

"1.1.2 Sufficient land shall be made available to accommodate an appropriate range and mix of land uses to meet projected needs for a time horizon of up to 20 years."

The PPS requires that land be available to diversify developments to meet the future needs of the community. The zoning by-law amendment is consistent with that requirement by accommodating new residential construction on lands designated for that purpose.

The PPS also states:

"1.4.1 To provide for an appropriate range and mix of housing types and densities required to meet projected requirements of current and future residents of the regional market area, planning authorities shall:

a. maintain at all times the ability to accommodate residential growth for a minimum of 10 years through residential intensification and redevelopment and, if necessary, lands which are designated and available for residential development; and

b. maintain at all times where new development is to occur, land with servicing capacity sufficient to provide at least a three-year supply of residential units available

through lands suitably zoned to facilitate residential intensification and redevelopment, and land in draft approved and registered plans."

The requested zoning bylaw amendment is consistent with the PPS in that intensification of the use of the site will provide additional "appropriate range and mix of housing types and densities".

"1.4.3 Planning authorities shall provide for an appropriate range and mix of housing types and densities to meet projected requirements of current and future residents of the regional market area by:

a. permitting and facilitating:

    1. all forms of housing required to meet the social, health and well-being requirements of current and future residents, including special needs requirements; and

    2. all forms of residential intensification, including second units, and redevelopment in accordance with policy 1.1.3.3;

b. directing the development of new housing towards locations where appropriate levels of infrastructure and public service facilities are or will be available to support current and projected needs;

c. promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation and transit in areas where it exists or is to be developed;"

Approving the Official Plan and zoning by-law amendments would support residential development using the infrastructure that is already in place, instead of requiring more expenditure on new infrastructure in a greenfield setting. In terms of supporting active transportation and transit, the site of the proposed zoning amendment is served by Transit Windsor on Wyandotte Street E.

The proposed development is consistent with the PPS in that it promotes compact and transit supportive forms of development. As well, this development will help to support the provision of a range of housing types in this area.

The site is also very near to transit corridors. The closest existing transit route to this development is with the Lauzon 10. The closest existing bus stop to this development is on Wyandotte Street East at Clover Avenue Northwest Corner. Majority of this development falls within a 400 metre walking distance to a bus stop meeting Transit Windsor's guidelines. Transit Windsor's 2023 City Council approved Service Plan has service enhanced in this area with a development of a new local route to replace the existing Lauzon 10. This route will provide conventional transit service in both directions versus the existing one way loop. This will be a great enhancement for passengers accessing this development. A new bus stop will be located on Wyandotte Street East at Clover Avenue Southeast Corner.

Official Plan:

Urban Structure Plan

Section 3.3.2.2 of the Urban Structure Plan contained in the City of Windsor Official Plan identifies Wyandotte Street East and Riverside Drive as a City Corridors. Residential development on a City Corridor may include high profile (26 to 58 metres in height), medium profile (14 to 26 metres in height) and residential over retail at street, as well as row housing and lofts. The proposed development conforms with this policy.

Option For High Density

East Riverside Secondary Plan designates the subject site Residential Neighbourhood. While generally limiting development to lower density forms policy 2.7.7.2 provides opportunity for higher density development.

2.7.7.2 Notwithstanding policy 2.7.7.1 above, developers shall be encouraged to provide alternative, higher density forms of housing in the Residential Neighbourhoods, particularly in proximity to community services and facilities such as parks, schools and convenience retail to accommodate a range of demographic and tenure types.

Delete part of 2.7.7.5

2.7.7.5 of the East Riverside Secondary Plan currently states that

> "The mix and distribution of dwelling types within Residential Neighbourhoods will be established in the neighbourhood subdivision plans provided for in Section 2.8 of this Secondary Plan provided, however, that single detached dwellings shall be the only permitted use north of Wyandotte Street and on any lot which abuts the municipal boundary of the Town of Tecumseh."

This section limits opportunities for intensification north of Wyandotte Street E. As such, the planning department proposes that 2.7.7.5 be amended by removing the limitation of dwelling types between Riverside Drive and Wyandotte Street East to read as follows:

> "The mix and distribution of dwelling types within Residential Neighbourhoods will be established in the neighbourhood subdivision plans provided for in Section 2.8 of this Secondary Plan provided, however, that single detached dwellings shall be the only permitted use on any lot which abuts the municipal boundary of the Town of Tecumseh."

Volume 1 and OPA 159

Additionally, the site is subject to the Residential designation of the Official Plan. The Residential designation in the City of Windsor Official Plan permits low and medium

profile developments not greater than twenty-six (26) metres in height. The proposed development is 44m (11 storeys) in height which would not conform to Section 6.3.1.2 of the Official Plan.

6.3.2.1 Uses permitted in the Residential land use designation identified on Schedule D: Land Use include Low Profile, and Medium Profile dwelling units.

High Profile Residential Buildings shall be directed to locate in the City Centre, Mixed Use Centres and Mixed Use Corridors.

This policy was implemented through OPA 159 and generally directs high profile development to the City Centre, Mixed Use Centres and Mixed Use Corridors.

The applicant is requesting that a Site Specific policy area be applied to the site to permit a high profile building (44m) proposed

Other residential development proposals for buildings of similar height and form are currently under review near this site. The Planning Department is able to support the request for increased height on the site because the Urban Structure Plan designates Wyandotte Street East as a City Corridor. Residential development on a City Corridor may include high profile (26 to 58 metres in height), medium profile (14 to 26 metres in height) on roads designated as City Corridors. Large parcels fronting Wyandotte Street East are well suited for higher profile buildings.

The proposed development is consistent with the following goals and objectives of the City of Windsor Official Plan.

Goal 6.1.1 is to achieve safe, caring and diverse neighbourhoods. Goal 6.1.2 seeks environmentally sustainable urban development. Goal 6.1.3 promotes housing suited to the needs of Windsor's residents. Goal 6.1.10 is to achieve pedestrian oriented clusters of residential, commercial, employment and institutional uses.

Objective 6.3.1.1 supports a complementary range of housing forms and tenures in all neighbourhoods. Objective 6.3.1.2 seeks to promote compact neighbourhoods and balanced transportation systems. Objective 6.3.1.3 seeks to promote selective residential redevelopment, infill and intensification initiatives.

There are existing sidewalks and bike lanes available along both sides of the Wyandotte Street East right of-way, providing residents with safe and accessible opportunities for active transportation activities (OP, Vol II., 2.7.9.8). The East Riverside area has been identified as an area of moderate active transportation potential in the Active Transportation Master Plan (City of Windsor, 2019). There are improvements planned for the existing sidewalk and bicycle network, as described in both the Active Transportation Master Plan and the Transportation Master Plan, which will increase the sites accessibility and functionality for future residents. The proposed development is keeping with the City's desire to promote development patterns that support the increase in walking, cycling and public transportation (OP, 7.2.2.5)

New developments are required to have full municipal infrastructure available or planned as a condition of approval (OP, 7.3.2.3 and OP, Vol II., 2.6.32). The proposed

development promotes the efficient use and optimization of existing infrastructure and public service facilities including stormwater management systems, electricity and communications systems, and transit and other transportation corridors and facilities (OP, 7.3.1.3). Sanitary systems are planned for the area and will become available to the proposed development. Infrastructure will be provided to the proposed development in a coordinated, efficient, and cost-effective manner in compliance with all regulatory requirements (OP, 7.3.1.1).

An Environmental Evaluation Report (EER) has been prepared to demonstrate how the proposed development will impact the EPA A (OP, 5.3.4.6). Provided the mitigation measures, best management practices, and enhancement recommendations outlined in the EER are followed, the proposed development should result in no negative impacts on the natural features or their ecological function. The City Naturalist indicates that further clarification is required related to the EER . The Planning Department recommends that a hold provision be placed on the site that will ensure that an addendum to the EER is completed prior to development on the site.

The proposed development will help to support a diverse neighbourhood that represents a sustainable community and will provide housing that is in demand. The proposed development will help to encourage a pedestrian orientated cluster of residential, and recreational uses. The proposed residential development represents a complementary and compact form of housing and intensification that is near sources of transportation.

Zoning By-law

The site is zoned Residential District RD1.1 this zone category does not permit the proposed use. The applicant is proposing that the RD3.3 zone be applied, but specific regulations be applied to facilitate the proposed development.

To facilitate the proposed development, the following site-specific regulations are proposed by the applicant.

- Building Height -Maximum - 44.0 m;
- Landscaped Open Space Area -Minimum - 30%
- Parking Rate - Minimum - 1.21/unit

The RD 3.3 zone would permit the proposed Multiple Dwelling structure as a use; however, a few specific regulations will also be required.

Building Height

The Planning Department is able to support the request for increased height on the site because the Urban Structure Plan designates Wyandotte Street East as a City Corridor. Residential development on a City Corridor may include high profile (26 to 58 metres in height), medium profile (14 to 26 metres in height) on roads designated as City Corridors. Large parcels such as this fronting Wyandotte Street East are appropriate for higher profile buildings. The building height request will help to drive density to an area that of sufficient size and with nearby amenity the increase in height. The density will help to provide additional dwelling units in a growth area of the City.

Landscaped Open Space Yard

The proposed reduction in landscaped open space supports the goal of providing residential units in developments that exhibit compact urban form. The reduction is mitigated by the location of the development, which is nearby a large amount of public open space.

Dwelling unit Density

The proposed increase in dwelling unit density from 180 units/ha to 187 units/ha would result in an increase of 12 dwelling units over the standard provisions in the RD3.3 district. The Planning Department supports this increase in that it is an appropriate way to provide additional density on a serviced site.

Parking Rate - Minimum

The proposed reduced parking rate can be supported by the Planning Department because the site has excellent connectivity to opportunities for alternate forms of transportation including bike trails and bike lanes as well as existing Transit Windsor service. Additionally, Transit Windsor plans to enhance service in this area when a new local route in this area is implemented (Transit Windsor's 2023 City Council approved Service Plan).

Additional regulations required by Administration

Building Height adjacent to Wyandotte Street East

To encourage a more pedestrian oriented style of development that is compatible with the planned low and medium profile residential uses along Wyandotte St E, the Planning department is recommending that the height of a building adjacent to the Wyandotte Street East right of way be limited to 10 m within 24 m of the Wyandotte Street East road allowance. The maximum building height on the remainder of the site is recommended to be 48 metres, as requested by the applicant.

Practically, this may result in townhomes fronting Wyandotte Street East with high profile multiple dwellings located further from the street.

Hold Provision

As previously stated, The City Naturalist indicates that additional clarification is required related to the EER. Discussions with the applicant's consultant indicate that additional site assessment and an addendum to the previously submitted EER will be undertaken and submitted to the City prior to development of the site. The Planning Department recommends that a hold provision be placed on the site that will ensure that an addendum to the EER is completed prior to development on the site.

Risk Analysis:

N/A

Climate Change Risks

Climate Change Mitigation:

The development on the site is close to existing bus routes and community recreational opportunities. This will encourage the use of public transit and walking as modes of transportation, thereby helping to minimize the City's carbon footprint.

Climate Change Adaptation:

The new buildings may be affected by climate change, in particular with respect to extreme precipitation and an increase in days above 30 degrees. While not the subject of this report, any new construction would be required to meet the current provisions of the Building Code, which would be implemented through the building permit process. The site would also be required to incorporate storm water management best practices. The site plan control application will be reviewed for opportunities to enhance resiliency.

Financial Matters:

N/A

Consultations:

The applicant held a Public open house on December 7, 2022 Public Information Centre held by the developer at the WFCU Centre. Information related to the North Neighborhood developments was provided at this meeting, and comments from attendees were received.

Comments received from municipal departments and external agencies are attached as Appendix "A" to this report.

Public Notice:

The statutory notice required under the Planning Act was provided in the Windsor Star. In addition, all properties within 120m (400 feet) of the subject parcel received courtesy notice by mail prior to the Development & Heritage Standing Committee Meeting (DHSC) meeting.

Conclusion:

Planner's Opinion and Conclusions:

The proposed use of this site as a development containing two (2), 11-storey, 154-unit multiple dwelling buildings with a total of 308 dwelling units represents an efficient development that will have no adverse impact on the well-being of the City of Windsor. The proposed development represents an appropriate residential use, adds to the range and mix of uses and will not cause any environmental or public health and safety concerns. This development is consistent with the Provincial Policy Statement.

The proposed Multiple Dwelling development represents a housing type and density that meets the requirements of current and future residents, that meets the social, health and well-being of current and future residents, represents a form of residential intensification, is set in a location with access to infrastructure, and public service facilities.

The proposed Multiple Dwelling development is located within an area experiencing pressure for development of similar form and is compatible within its context.

The proposed Official Plan and zoning by-law amendments are consistent the PPS, conform with the policy direction of the City of Windsor Official Plan (as recommended for amendment), are compatible with existing and permitted uses in the surrounding neighbourhood, and constitutes good planning.

Planning Act Matters:

I concur with the above comments and opinion of the Registered Professional Planner.

Greg Atkinson *Manager of Development/Deputy City Planner*

Thom Hunt *City Planner*

I am not a registered Planner and have reviewed as a Corporate Team Leader

JP JM

Approvals:

Name	Title
Greg Atkinson	Manager of Development/Deputy City Planner
Thom Hunt	City Planner
Aaron Farough	Senior Legal Counsel
Jelena Payne	Commissioner of Economic Development & Innovation
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email
1027458 Ontario Inc.		
Dillon Consulting Limited (Theresa O'Neill)		

Name	Address	Email
Councillor Marignani		

Appendices:

APPENDIX D – CONSULTATION

TRANSIT WINDSOR – JASON SCOTT

Transit Windsor has no objections to this development. The closest existing transit route to this development is with the Lauzon 10. The closest existing bus stop to this development is on Wyandotte Street East at Clover Avenue Northwest Corner. Majority of this development falls within a 400 metre walking distance to a bus stop meeting Transit Windsor's guidelines. Transit Windsor's 2023 City Council approved Service Plan has service enhanced in this area with a development of a new local route to replace the existing Lauzon 10. This route will provide conventional transit service in both directions versus the existing one way loop. This will be a great enhancement for passengers accessing this development. A new bus stop will be located on Wyandotte Street East at Clover Avenue Southeast Corner.

ENBRIDGE

After reviewing the provided drawing at Wyandotte St E. at Jerome St including North side of Wyandotte St E. and consulting our mapping system, please note that Enbridge Gas has no active infrastructure in the proposed area. A PDF drawing has been attached for reference.

Also, please note the following should you find any abandoned infrastructure in the area:

- Any pipe that is excavated, please assume that it is live
- If during the course of any job, any pipe is found that is not on the locate sheet and is in conflict with your work, please call our emergency number (1-877-969-0999), and one of our Union Gas representatives will respond to determine if that plant is in fact live or dead
- Please note that our Enbridge Gas representative will respond to the live or dead call within 1-4 hours, so please plan your work accordingly

Please contact me if you have any further questions or concerns.



SITE PLAN CONTROL

The development proposal is subject to Site Plan Control pursuant to the Planning Act and City of Windsor By-law 1-2004. Where preceding development applications are required, inclusive of Official Plan and Zoning By-law Amendments, request for Site Plan Control Pre-Consultation Stage 1 may be made following completion of the requisite Development and Heritage Standing Committee meeting at https://ca.cloudpermit.com/login.

ENVIRONMENTAL SERVICES – ANNE-MARIE ALBIDONE

No concerns.

CANADA POST – BRUNO DESANDO

This development, as described, falls within our centralized mail policy.

I will specify the condition which I request to be added for Canada Post Corporation's purposes.

a) Canada Post's multi-unit policy, which requires that the owner/developer provide the centralized mail facility (front loading lockbox assembly or rear-loading mailroom [mandatory for 100 units or more]), at their own expense, will be in effect for buildings and complexes with a common lobby, common indoor or sheltered space.

Should the description of the project change, I would appreciate an update in order to assess the impact of the change on mail service.

If you have any questions or concerns regarding these conditions, please contact me. I appreciate the opportunity to comment on this project.

Lock-Box Assembly Requirements

The complete Canada Post Standards Manual for Builders & Developers can be downloaded at: https://www.canadapost.ca/cpo/mc/assets/pdf/business/standardsmanual_en.pdf

Compartments Size

- Horizontal lock-box models used in mailrooms must have the following minimums:

- *Residential compartments must be at least 12.5 x 13.5 cm*
- *Commercial compartments at least 13.5 x 30.5 cm*
- *Parcel compartments at least 30.5 x 30.5 cm*

- Vertical lock-box models must have min comp size of 25 x 12.5 cm. (Most models are 40 x 12.7 cm)

Heights

- All lock-box assemblies must be installed in a manner that will not require the delivery employee to reach higher than 170cm or lower than 45cm when delivering to the equipment. With respect to horizontal lock-boxes, the limits above will likely mean that maximum number of compartments that can be included in each column of residential compartments would be eight

Rear-loading Lock-boxes

- Projects with more than 100 units are required to be serviced via a rear-loading lock-box assembly.

- There must be a width of at least 100cm of working space from the back of the boxes to the wall.

- A ledge under the bottom row of boxes is also recommended in rear-loading designs. This ledge is to be directly under the bottom row of boxes (no space between ledge and bottom of boxes) and must stick out at least 20cm from the back of the boxes.

- Mailroom door is required to provide a minimum 81cm opening

- Lighting should be at least 100 lux (measured 75 cm from floor)

Access

- All buildings where the lock-boxes are required to be serviced from inside the building are required to install a Canada Post Crown lock in the building intercom. The intercom is pre-fabricated with an internal housing for the lock. The lock can be obtained from the local deliver supervisor.

- If the building has more than 100 units, a rear-loading lock-box assembly will be installed. The door to the Canada Post delivery area must be fitted with a specific model of deadbolt. This is because Canada Post will supply a key cylinder made specifically for the Canada Post key that will fit inside the deadbolt purchased by the developer.

Numbering

- Compartments should be numbered vertically and left to right on the delivery side of the boxes

Grade-level Components

- If the development includes grade level retail or residential units, please take note that door-to-door delivery will not be provided to these units. Canada Post is happy to install a Community Mailbox to provide service to these units. Please coordinate a location with the Canada Post Delivery Planner for the area. If there is no room on the property for the Community Mailbox, service can be provided via another Community Mailbox in the area. Options to service the units from the tower (lobby) lock-boxes or via a front-loading lock box erected on the outside of the building can also be discussed with the Delivery Planner.

ENWIN

HYDRO ENGINEERING:

No Objection

We recommend referring to the Occupational Health and Safety Act for minimum safe limits of approach during construction
and also the Ontario Building Code for adequate clearance requirements.

WATER ENGINEERING:

Water Engineering has no objections.

ZONING – ZAID ZWAYYED

Below is the zoning review for the proposed development:

- **Current Zoning Designation:** HRD1.1
- **Proposed Zoning Designation:** RD3.3

- **Existing Use [as per historical Building Permit(s) / Planning Act Application(s)]:**
  - Vacant property

- **Proposed Use:**
  - Two multiple dwelling buildings with 308 dwelling units and a parking area.

- **Section 5 – General Provisions**

  - **Flood Protection & Natural Hazards Provisions (5.40):** The subject property is within the Floodprone Area. Thus, consultation with the Essex Region Conservation Authority (ERCA) is required per section 5.40.5.

- **Zoning Provisions (12.3):**

  - **Minimum lot Frontage:**
    - 45.0 m (Required)
    - 78.85 m (Provided)

  - **Minimum Lot Area:**
    - 14,830.0 m^2 (Required)
    - 16,450.38 m^2 (Provided)

  - **Maximum Lot Coverage:**
    - 35.0% (Required)
    - 17.77% (Provided)

  - **Maximum Main Building Height:**
    - 44.0 m (Requested Height) more information is required to confirm

  - **Minimum Landscaped Open Space Yard:**
    - 30.0% (Required) (Requested)
    - 22.60% (Provided) (excluding pedestrian walkways) (applicant to confirm)

- **Maximum Dwelling Unit Density:**
  - 180 Units per ha (Required) (amending to 130 units per ha???)
  - 187.8 Units per ha (Provided) (308 units / 1.64 ha)

- **Section 24 - Parking, Loading and Stacking Provisions**

  - **Required Number of Parking Spaces:**
    - 372 spaces (Required) (amended rate 1.21 space per unit)
    - 373 spaces (Provided)

  - **Required Number of Visitor Parking Spaces:**
    - 55 spaces (Required)
    - 0 Spaces (Provided) (Designated visitor spaces must be shown)

  - **Required Number of Type A Accessible Parking Spaces:**
    - 5 spaces (Required)
    - 6 spaces (Required)

  - **Required Number of Type B Accessible Parking Spaces:**
    - 5 spaces (Required)
    - 6 spaces (Required)

  - **Access Aisles and curbcuts for accessible spaces:** access aisles are provided, curbcuts must be shown on the submission.

  - **Required Number of Bicycle Spaces:**
    - 20 spaces (Required)
    - 0 Spaces (Provided) (bicycle spaces must be shown)

  - **Required Loading Spaces:**
    - 6 spaces (Required) ((1,462 sqm x 11) x2)
    - 2 spaces (Provided)

  - **Size of Parking Spaces:**
    - Parking spaces within the building- any parking space flanked by a wall must have a minimum width of 3.50 m

- **Section 25 – Parking Area Provisions**

    - A preliminary review shows that the proposal complies; another review will be conducted at later stages when more information is provided to ensure compliance.

ZONING – ANA LUKAS

Parking area separations are to be measured from back of perimeter curbing.
Confirm if there are habitable windows above entrances to underground parking.
Accessible parking space #6 is missing an access aisle.

  - **Required Number of Loading Spaces:** (24.40.1.5)
    - 4 (Required)
    - 1 (Provided)

- Parallel parking loading spaces are not functional in this configuration and cannot be included on the site plan. This causes a parking deficiency.

TRANSPORTATION

- Wyandotte St E is classified as a Class II Arterial with a required right-of-way width of 30 metres per the Official Plan. The existing right-of-way along the frontage of the subject property is not sufficient; however, a conveyance is not required at this time.
- All parking must comply with ZBL 8600, otherwise a parking study will be required.
  - Please show dimensions of parking spaces and aisles on site plan.
  - Show bicycle parking spaces on site plan.
  - Deficient 13 parking spaces.
  - Deficient 2 loading spaces.
  - We do not recommended a parking reduction due to concerns with parking overflowing onto adjacent local streets.
- Response to the TIS to be provided at a later date.
- All accesses shall conform to the TAC Geometric Design Guide for Canadian Roads and the City of Windsor Standard Engineering Drawings, driveway must comply with AS-203 and AS-204, straight flares only.
  - Per TAC a throat length of 40 metres is recommended. Developer should provide TIS analysis to justify shorter throat length. Please provide dimensions on site plan.
  - Driveway should be aligned with the future intersection of Lublin Ave.
- All exterior paths of travel must meet the requirements of the Accessibility for Ontarians with Disabilities Act (AODA).

NATURAL AREAS – KAREN ALEXANDER

Recommendation:

Updated comments

April 24, 2024

Prepared by: Karen Alexander, Naturalist and Outreach Coordinator

Recommendation: further work is required to ensure the EER demonstrates accordance with natural heritage policies of the PPS (2020) and the City's Official Plan (10.2.5).

To include in EER Addendum:

- Revisit site to evaluate most up-to-date conditions of the abandoned drain.
  - Include a thorough search for Terrestrial Crayfish burrows and other potential hibernacula.
  - Include an updated Floristics Analysis (with co-efficient of wetness) that is applied to the drain and riparian area (3 m from top of drain at minimum) (typical distance as per the Drainage Act).
- Re-do ELC mapping to describe the vegetation communities more accurately on site.
  - Map Phragmites separately if needed.
  - Use inclusions as required.
  - Identify all old growth trees.
- Provide entire snake survey results, even if no snakes were found.

- Provide MECP correspondence and a copy of the IGF that was submitted to the MECP.

Discussions regarding mitigation:

- Will depend on the updated field work results as requested above.
- City Naturalist supports urban designers' comments; the proposal to re-design the parking is a good way to preserve our entire EPA (Official Plan 5.3.4.1 (a)).
- Provide for regeneration & restoration of East End Park & other agreed upon sites in the Little River Corridor Park (e.g. habitat restoration activities to improve ecological integrity and function to mitigate the loss of function and habitat) (Official Plan 8.5.2.2 (b, f), Official Plan 6.7.3.18) potentially the PPS 2.1.5. once updated field work is complete).
- Preserve the function of the ecological corridor by incorporating into the design a naturalized corridor space to ensure East End Park remains ecologically connected to Little River Corridor Park (Official Plan 5.3.2.11).

FORESTRY – YEMI

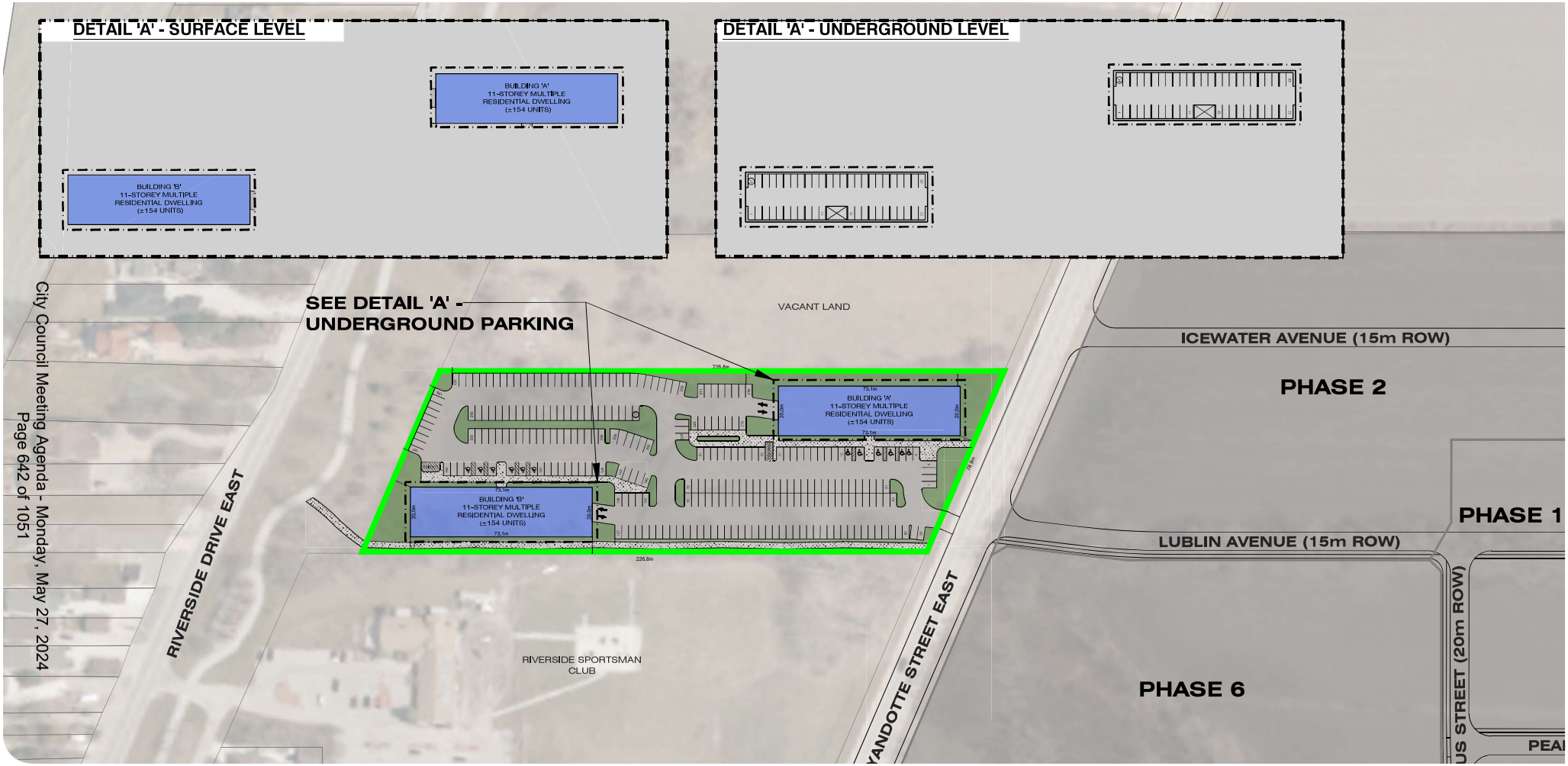
Forestry has following comments on this property.
After todays inspection it was determined there where no city owned trees on the south side (Wyandotte) of this project.

I did notice on the north side (Riverside) there were some city owned trees along the Ganatchio trial. I don't believe they will be effected during construction but will still be requesting a root protection zone be implemented for them. This is a requirement of the Windsor of Windsor Site Control Plan section 3.1 under existing trees.

Some mature privately owned trees were observed during the inspection and I would ask the developer to follow the City's Official Plan section 5.3.7 and section 10.2.1.7 and have a private tree inventory done.

PARKS D&D – HODA KAMELI

Parks D&D has following comments to this Liaison.
The suggested pedestrian link from WYANDOTTE ST E. to the Ganatchio Trail is favorable, provided it is properly maintained and secured. Please ensure there is an ample opening beside the building. Moreover, incorporate landscaped areas on both sides of the pathway, ensuring visibility from the building to these spaces, and install lighting for safety measures.



1027458 ONTARIO INC.
EAST RIVERSIDE DEVELOPMENT
NORTH NEIGHBOURHOOD

PHASE 7 -
CONCEPTUAL DEVELOPMENT PLAN
FIGURE 1.0

SUBJECT AREA
PHASE 7 (± 1.65ha)

PROPOSED MULTIPLE
DWELLING RESIDENTIAL

PROPOSED LANDSCAPED
AREA

PROPOSED SIDEWALK

PROPOSED PAVEMENT

SITE MATRIX

FRONT YARD DEPTH	- 6.0m
BACK YARD DEPTH	- 7.5m
SIDE YARD DEPTH	- 6.0m
UNIT COUNT	- 308 units
PROPOSED PARKING	- 373 spaces
PROPOSED PARKING RATIO:	1.21
REQUIRED PARKING RATIO:	1.25

File Location:
c:\pw working directory\projects 2022\dillon_32mru\dms48937\22-4866 - north neighbourhood - phase 7 - concept plan.dwg
January. 20, 2023 1:08 PM

SOURCE:COUNTY OF ESSEX AERIAL (2021)

MAP/DRAWING INFORMATION
THIS DRAWING IS FOR INFORMATION PURPOSES ONLY. ALL DIMENSIONS AND BOUNDARY INFORMATION SHOULD BE VERIFIED BY AN O.L.S PRIOR TO CONSTRUCTION.
CREATED BY: MRU
CHECKED BY: KDT
DESIGNED BY: MRU

SCALE: 1:1500 (11x17)

PROJECT: 22-4866
STATUS: DRAFT
DATE: 01/20/2023

Committee Matters: SCM 142/2024

Subject: OPA & Rezoning – Bouzide Enterprise Ltd - 2144 Huron Church Rd - OPA 180 OPA/7168 Z-003/24 ZNG/7169 – Ward 10

Moved by: Councillor Fred Francis
Seconded by: Councillor Angelo Marignani

Decision Number: **DHSC 605**

1. THAT Schedule "A" of Volume I: The Primary Plan of the City of Windsor Official Plan **BE AMENDED** by designating Lots 50 to 66, Part Lots 29 to 41, 67 & Part Block A, Part Ojibway Street (Closed), Part Alley (Closed), Plan 997, designated as Parts 1 to 3, 6 to 9, 11 to 17, 19 & 22, and Part of Parts 4, 5, 10, and 18, RP 12R24779 (PIN 01583-2726; 2144 Huron Church Road; Roll No. 080-510-00420), situated on the east side of Huron Church Road, west side of Daytona Avenue, north of Northwood Street, as a Special Policy Area; and,

2. THAT Chapter 1 in Volume II: Secondary Plans and Special Policy Areas of the City of Windsor Official Plan **BE AMENDED** by adding a new Special Policy Area as follows:

1.X 2144 Huron Church Road

LOCATION	1.X.1	The property described as Lots 50 to 66, Part Lots 29 to 41, 67 & Part Block A, Part Ojibway Street (Closed), Part Alley (Closed), Plan 997, designated as Parts 1 to 3, 6 to 9, 11 to 17, 19 & 22, and Part of Parts 4, 5, 10, and 18, RP 12R24779 (PIN 01583-2726), situated on the east side of Huron Church Road, north of Northwood Street, is designated on Schedule A: Planning Districts and Policy Areas in Volume I - The Primary Plan.
LAND USE DESIGNATION	1.X.2	Notwithstanding the designation of these lands as "Commercial Corridor" on Schedule SC-1: Development Concept in the South Cameron Planning Area in Volume II – Secondary Plans and Special Policy Area, the subject lands shall be designated as a "Mixed Use Corridor" and be subject to the appropriate policies in Chapter 6 – Land Use in Volume I – The Primary Plan.
LANDSCAPED SETBACK FROM HURON CHURCH ROAD	1.X.3	Notwithstanding Special Policy Area 1.2 Huron Church Road Corridor in Chapter 1 of Volume II of the City of Windsor Official Plan, the minimum landscaped setback from the Huron Church Road right-of-way shall be 10.0 m.

3. THAT Zoning By-law 8600 **BE AMENDED** by changing the zoning of Lots 50 to 66, Part Lots 29 to 41, 67 & Part Block A, Part Ojibway Street (Closed), Part Alley (Closed), Plan 997, designated as Parts 1 to 3, 6 to 9, 11 to 17, 19 & 22, & Part of Parts 4, 5, 10, & 18, RP 12R24779 (PIN 01583-2726; 2144 Huron Church Road; Roll No. 080-510-00420), situated on the east side of Huron Church Road, north of Northwood Street by adding a site specific exception to Section 20(1) as follows:

500. **EAST SIDE OF HURON CHURCH ROAD, WEST SIDE OF DAYTONA AVENUE, NORTH OF NORTHWOOD STREET**

For the lands consisting of Lots 50 to 66, Part Lots 29 to 41, 67 & Part Block A, Part Ojibway Street (Closed), Part Alley (Closed), Plan 997, designated as Parts 1 to 3, 6 to 9, 11 to 17, 19 & 22, and Part of Parts 4, 5, 10, and 18, RP 12R24779 (PIN 01583-2726), the following additional provisions shall apply:

a) Additional Permitted Main Use:
Dwelling Units in a *Combined Use Building* with any one or more permitted uses in Section 15.1.1, save and except the following uses: *Gas Bar*; *Outdoor Market; Parking Garage*; *Public Parking Area*; *Tourist Home*.

b) For the lands identified as the "Retained Parcel" on Appendix B – Conceptual Site Plans to Report S 41/2024, the following additional provisions shall apply:

1. Notwithstanding Section 24.20, the minimum total required *parking spaces* shall be 67.

2. Notwithstanding Section 25.5.20.1.3, the minimum parking area separation from an *interior lot line* shall be 0.30 m.

c) For the lands identified as the "Severed Parcel" on Appendix B – Conceptual Site Plans to Report S 41/2024, for a *Combined Use Building*, the following additional provisions shall apply:

1. Building Height – maximum 20.2 m

2. Amenity Area – Per *Dwelling Unit* – minimum 12.0 m^2 per unit

3. Notwithstanding Section 24.20, the minimum total required *parking spaces* shall be 83.

4. Notwithstanding Section 25.5.20.1.2, the minimum parking area separation from Daytona Avenue shall be 2.90 m.

5. Notwithstanding Section 25.5.20.1.5, the minimum parking area separation from a *building* wall in which is located a main pedestrian entrance facing the *parking area* shall be 1.80 m.

6. Notwithstanding Section 25.5.20.1.6, where a *building* is located on the same *lot* as the *parking area*, for that portion of a *building* wall not containing a *habitable room window* within 4.0 m of the *ground*, the minimum parking area separation from that portion of the *building* wall shall be 0.0 m.

(ZDM 4; ZNG/7169)

4. THAT, when Site Plan Control is applicable:

A. Prior to the submission of an application for site plan approval, at the discretion of the City Planner, Deputy City Planner, or Site Plan Approval Officer:
1) those documents submitted in support of the applications for amendments to the Official Plan and Zoning By-law 8600 **BE UPDATED** to reflect the site plan for which approval is being sought, and any comments from municipal departments and external agencies.

B. The Site Plan Approval Officer **BE DIRECTED** to incorporate the following, subject to any updated information, into an approved site plan and an executed and registered site plan agreement:

1) Noise and vibration control measures identified in Sections 4, 5 and 6 in the Acoustical and Vibration Report, prepared by Baird AE, dated May 8, 2023, subject to the approval of the City Planner, Deputy City Planner, or Site Plan Approval Officer.

2) Requirements of the City of Windsor – Engineering and City of Windsor – Transportation Planning contained in Appendix D of Report S 41/2024, subject to the approval of the City Engineer.

3) Mitigation measures identified in Section 5.0 of the Species at Risk Impact Assessment prepared by Insight Environmental Solutions Inc. and dated December 12, 2022. subject to the approval of the City Planner, Deputy City Planner, or Site Plan Approval Officer.

4) Written confirmation from the Ministry of the Environment, Conservation and Parks (MECP) that a Record of Site Condition (RSC) has been filed in the Environmental Site Registry.

C. The Site Plan Approval Officer **CONSIDER** all other comments contained in Appendix D of Report S 41/2024 and all recommendations in the documents

submitted in support of the applications for amendments to the Official Plan and Zoning By-law 8600.

Carried.

Report Number: S 41/2024
Clerk's File: ZO/10790 & ZB/10789

Clerk's Note:

1. The recommendation of the Development & Heritage Standing Committee and Administration are the same.

2. Please refer to Item 7.1 from the Development & Heritage Standing Committee held on May 6, 2024.

3. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20240506/-1/10482

Subject: OPA & Rezoning – Bouzide Enterprise Ltd - 2144 Huron Church Rd - OPA 180 OPA/7168 Z-003/24 ZNG/7169 – Ward 10

Reference:

Date to Council: May 6, 2024
Author: Adam Szymczak, MCIP, RPP
Senior Planner - Development
519-255-6543 x 6250
aszymczak@citywindsor.ca
Planning & Building Services
Report Date: March 25, 2024
Clerk's File #: ZO/10790 & ZB/10789

To: Mayor and Members of City Council

Recommendation:

1. THAT Schedule "A" of Volume I: The Primary Plan of the City of Windsor Official Plan **BE AMENDED** by designating Lots 50 to 66, Part Lots 29 to 41, 67 & Part Block A, Part Ojibway Street (Closed), Part Alley (Closed), Plan 997, designated as Parts 1 to 3, 6 to 9, 11 to 17, 19 & 22, and Part of Parts 4, 5, 10, and 18, RP 12R24779 (PIN 01583-2726; 2144 Huron Church Road; Roll No. 080-510-00420), situated on the east side of Huron Church Road, west side of Daytona Avenue, north of Northwood Street, as a Special Policy Area.

2. THAT Chapter 1 in Volume II: Secondary Plans and Special Policy Areas of the City of Windsor Official Plan **BE AMENDED** by adding a new Special Policy Area as follows:

1.X 2144 Huron Church Road

LOCATION	1.X.1	The property described as Lots 50 to 66, Part Lots 29 to 41, 67 & Part Block A, Part Ojibway Street (Closed), Part Alley (Closed), Plan 997, designated as Parts 1 to 3, 6 to 9, 11 to 17, 19 & 22, and Part of Parts 4, 5, 10, and 18, RP 12R24779 (PIN 01583-2726), situated on the east side of Huron Church Road, north of Northwood Street, is designated on Schedule A: Planning Districts and Policy Areas in Volume I - The Primary Plan.
LAND USE DESIGNATION	1.X.2	Notwithstanding the designation of these lands as "Commercial Corridor" on Schedule SC-1: Development Concept in the South Cameron Planning Area in Volume II – Secondary Plans and Special Policy Area, the subject lands shall be designated as a "Mixed Use Corridor" and be

		subject to the appropriate policies in Chapter 6 – Land Use in Volume I – The Primary Plan.
LANDSCAPED SETBACK FROM HURON CHURCH ROAD	1.X.3	Notwithstanding Special Policy Area 1.2 Huron Church Road Corridor in Chapter 1 of Volume II of the City of Windsor Official Plan, the minimum landscaped setback from the Huron Church Road right-of-way shall be 10.0 m.

3. THAT Zoning By-law 8600 **BE AMENDED** by changing the zoning of Lots 50 to 66, Part Lots 29 to 41, 67 & Part Block A, Part Ojibway Street (Closed), Part Alley (Closed), Plan 997, designated as Parts 1 to 3, 6 to 9, 11 to 17, 19 & 22, & Part of Parts 4, 5, 10, & 18, RP 12R24779 (PIN 01583-2726; 2144 Huron Church Road; Roll No. 080-510-00420), situated on the east side of Huron Church Road, north of Northwood Street by adding a site specific exception to Section 20(1) as follows:

500. **EAST SIDE OF HURON CHURCH ROAD, WEST SIDE OF DAYTONA AVENUE, NORTH OF NORTHWOOD STREET**

For the lands consisting of Lots 50 to 66, Part Lots 29 to 41, 67 & Part Block A, Part Ojibway Street (Closed), Part Alley (Closed), Plan 997, designated as Parts 1 to 3, 6 to 9, 11 to 17, 19 & 22, and Part of Parts 4, 5, 10, and 18, RP 12R24779 (PIN 01583-2726), the following additional provisions shall apply:

a) Additional Permitted Main Use:
Dwelling Units in a *Combined Use Building* with any one or more permitted uses in Section 15.1.1, save and except the following uses: *Gas Bar*; *Outdoor Market; Parking Garage*; *Public Parking Area*; *Tourist Home*.

b) For the lands identified as the "Retained Parcel" on Appendix B – Conceptual Site Plans to Report S 41/2024, the following additional provisions shall apply:

1. Notwithstanding Section 24.20, the minimum total required *parking spaces* shall be 67.
2. Notwithstanding Section 25.5.20.1.3, the minimum parking area separation from an *interior lot line* shall be 0.30 m.

c) For the lands identified as the "Severed Parcel" on Appendix B – Conceptual Site Plans to Report S 41/2024, for a *Combined Use Building*, the following additional provisions shall apply:

1. Building Height – maximum 20.2 m
2. Amenity Area – Per *Dwelling Unit* – minimum 12.0 m^2 per unit
3. Notwithstanding Section 24.20, the minimum total required *parking spaces* shall be 83.
4. Notwithstanding Section 25.5.20.1.2, the minimum parking area separation from Daytona Avenue shall be 2.90 m.
5. Notwithstanding Section 25.5.20.1.5, the minimum parking area separation from a *building* wall in which is located a main pedestrian entrance facing the *parking area* shall be 1.80 m.

6. Notwithstanding Section 25.5.20.1.6, where a *building* is located on the same *lot* as the *parking area*, for that portion of a *building* wall not containing a *habitable room window* within 4.0 m of the *ground*, the minimum parking area separation from that portion of the *building* wall shall be 0.0 m.

(ZDM 4; ZNG/7169)

4. THAT, when Site Plan Control is applicable,:

A. Prior to the submission of an application for site plan approval, at the discretion of the City Planner, Deputy City Planner, or Site Plan Approval Officer:

1) those documents submitted in support of the applications for amendments to the Official Plan and Zoning By-law 8600 **BE UPDATED** to reflect the site plan for which approval is being sought, and any comments from municipal departments and external agencies.

B. The Site Plan Approval Officer **BE DIRECTED** to incorporate the following, subject to any updated information, into an approved site plan and an executed and registered site plan agreement:

1) Noise and vibration control measures identified in Sections 4, 5 and 6 in the Acoustical and Vibration Report, prepared by Baird AE, dated May 8, 2023, subject to the approval of the City Planner, Deputy City Planner, or Site Plan Approval Officer.

2) Requirements of the City of Windsor – Engineering and City of Windsor – Transportation Planning contained in Appendix D of Report S 41/2024, subject to the approval of the City Engineer.

3) Mitigation measures identified in Section 5.0 of the Species at Risk Impact Assessment prepared by Insight Environmental Solutions Inc. and dated December 12, 2022. subject to the approval of the City Planner, Deputy City Planner, or Site Plan Approval Officer.

4) Written confirmation from the Ministry of the Environment, Conservation and Parks (MECP) that a Record of Site Condition (RSC) has been filed in the Environmental Site Registry.

C. The Site Plan Approval Officer **CONSIDER** all other comments contained in Appendix D of Report S 41/2024 and all recommendations in the documents submitted in support of the applications for amendments to the Official Plan and Zoning By-law 8600.

Executive Summary:

N/A

Background:

Location: 2144 Huron Church Road; Lots 50 to 66, Part Lots 29 to 41, 67 & Part Block A, Part Ojibway Street (Closed), Part Alley (Closed), Plan 997, designated as Parts 1 to 3, 6 to 9, 11 to 17, 19 & 22, and Part of Parts 4, 5, 10, and 18, RP 12R24779; PIN 01583-2726; Roll No. 080-510-00420; East side of Huron Church Road, north of Northwood Street

Ward: 10 **Planning District:** South Cameron **Zoning District Map**: 4

Applicant/Owner: Bouzide Enterprises Ltd. (Vish Sood)

Agent: Pillon Abbs Inc. (Tracey Pillon-Abbs, MCIP, RPP)

Proposal: Combined use building with a height of 20.2 m (6 storeys) with 58 residential units, 273.6 m^2 of commercial space, and 83 parking spaces total on the vacant land. Vehicular access is right-in/right-out via northbound Huron Church and full access to Daytona. The applicant is requesting an Official Plan Amendment to allow a reduced landscaped setback from Huron Church for the combined use building and to rezone the property from CD2.1 to CD2.1 and CD2.2 with site specific exceptions to permit the combined use building and to retain the existing commercial building.

The applicant intends to sever the lands into two parcels. The severed parcel (combined use building) will have an area of 0.55 ha with 99.4 m of frontage along Huron Church and an average depth of 69.1 m. The retained parcel will have an area of 0.71 ha with 99.4 m of frontage on Huron Church and an average depth of 72.2 m.

Submitted Materials:

Attached to Report S 41/2024 as an Appendix:

Appendix A – Planning Rationale Report (PRR)
Appendix B – Conceptual Site Plans
Appendix C – Conceptual Floor Plans and Elevations

Not attached to this report: Acoustical and Vibration Report; Application Form Official Plan Amendment; Application Form Zoning By-law Amendment; Civil Engineering Sheet Set; Energy Strategy; Environmental Site Assessment Phase One; Functional Servicing Report; Grading Plan; Parking Justification Report; Species at Risk Impact Assessment; Traffic Impact Study

All documents are available online or by email.

Site Information:

OFFICIAL PLAN	ZONING B/L 8600	CURRENT USE	PREVIOUS USE
Commercial Corridor (Sch. SC-1) Special Policy 1.2	Commercial District 2.1 (CD2.1) & S.20(1)278	Retail Store, Garden Centre, Vacant Land	Vacant Land
WHOLE LOT FRONTAGE HURON CHURCH ROAD	**WHOLE LOT DEPTH AVERAGE**	**WHOLE LOT AREA**	**LOT SHAPE**
198.7 m	71 m	1.26 ha	Rectangular
652 ft	233 ft	3.1 ac	
All measurements are provided by the applicant and are approximate.			

Neighbourhood:

Sections 2.2 and 2.3 in the PRR provide additional details including site photos.

The Ambassador Industrial Park is to the west and consists of a mix of industrial, office and commercial uses. To the north, between Huron Church and Dayton are several hotels and motels, and residential uses and vacant land on the east side of Daytona. To the east are vacant residential lands, the South Cameron Natural Heritage Area and low-density low-profile dwellings. To the south is a car wash and small commercial plaza, commercial buildings, motels, and hotels. The EC Row Expressway and Highway 401 are located about 700 m to the south.

Per Schedule F: Roads and Bikeways in the City of Windsor Official Plan, Huron Church Road is classified as a Class I Arterial Road, having a minimum of three travel lanes in each direction with a raised median and sidewalks on both sides, and provides access to the Ambassador Bridge and future Gordie Howe Bridge to the USA, EC Row Expressway and Highway 401. Daytona Avenue is classified as a Local Road and has two travel lanes with curbs and a sidewalk on the west side adjacent to the subject lands and an open ditch and no curb or sidewalk on the east side. The subject lands have two full access areas to Daytona. Northwood Street is classified as a Class II Collector Road on Schedule SC-2: Road Network in the South Cameron Secondary Plan having a two-lane cross section with curbs and sidewalk on the north side between Huron Church and Daytona.

Public transit is available via the Central 3 bus route with several stops within 400 m of the subject parcel. The Transit Master Plan will maintain similar or better transit service.

The site is serviced by an existing 250mm PVC sanitary sewer on Daytona Avenue and the existing 675mm RCP storm sewer on Huron Church Road.

Figure 1: Key Map



Figure 2: Subject Parcel – Official Plan Amendment

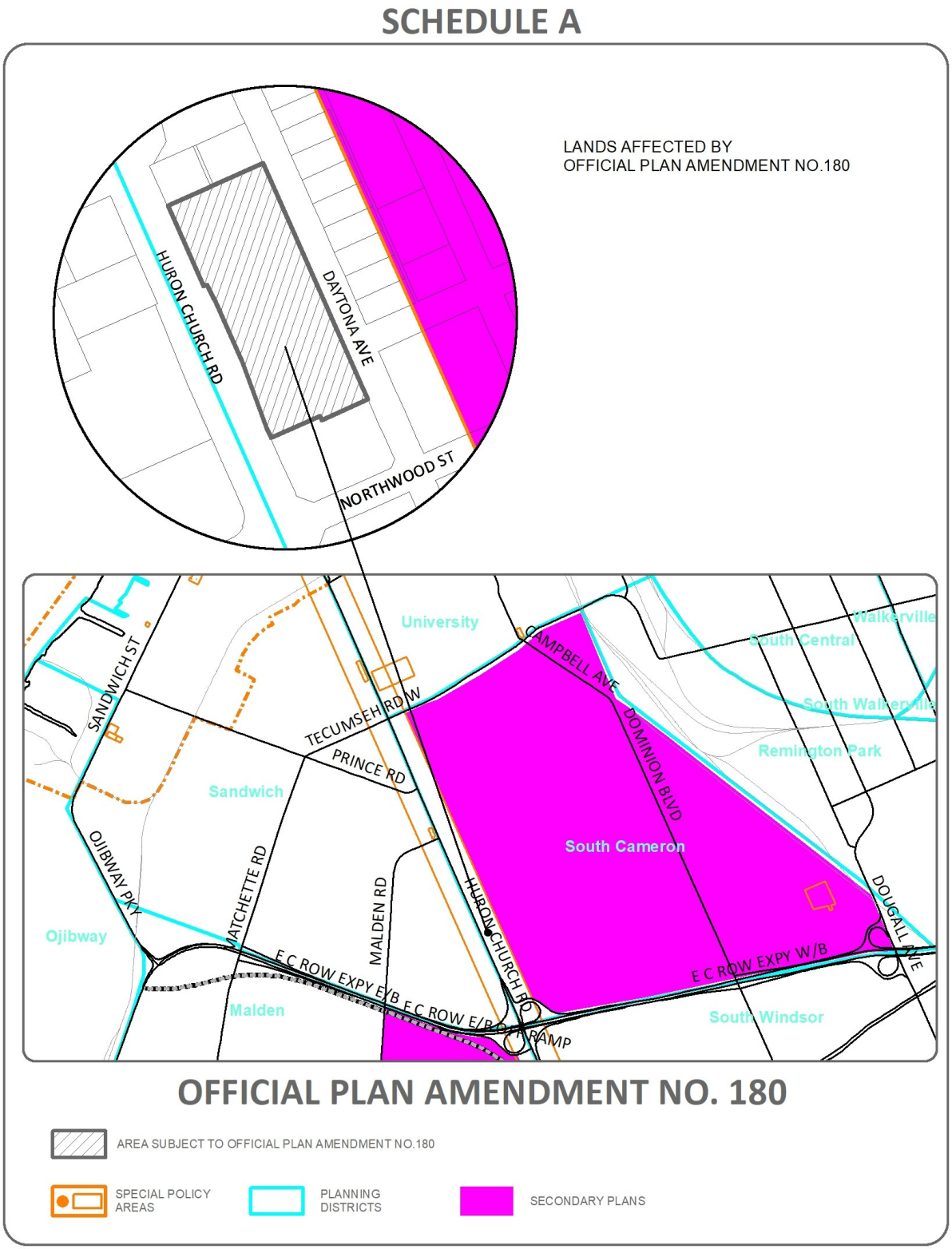


Figure 3: Subject Parcel - Rezoning

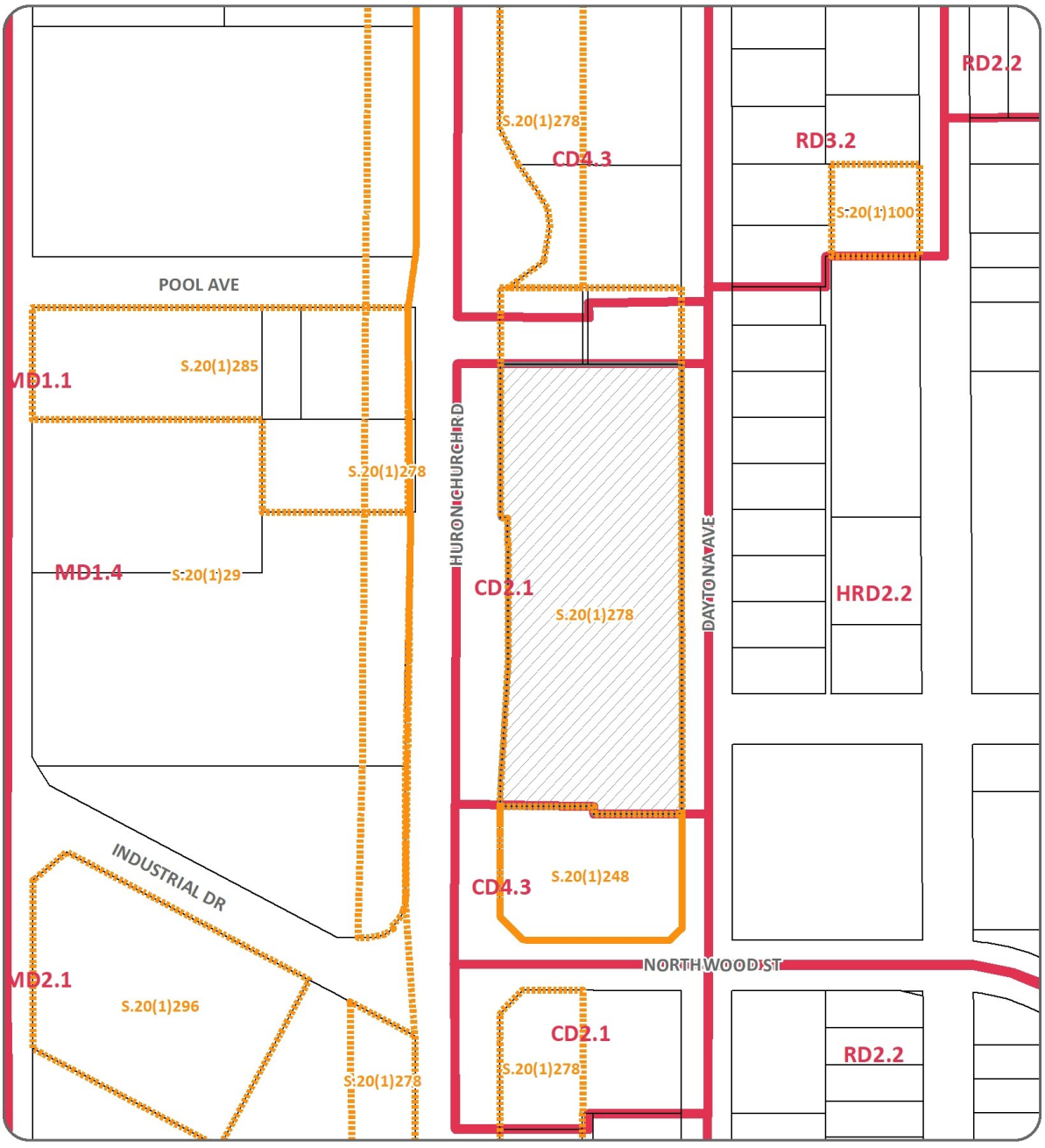


Figure 4: Neighborhood Map



NEIGHBOURHOOD MAP - Z-003/24, ZNG-7169, OPA 180, OPA-7168

SUBJECT LANDS

Discussion:

Acoustical and Vibration Report (AVR) (Baird AE, 2023 May 8) – The AVR concludes that the "*development can, with the implementation of … described mitigation measures, be designed to address impacts from the surrounding noise sources*." Mitigation measures include equipping all units with air conditioning and forced air heating, warning clauses in site plan agreements, tenancy agreements, and offer of purchase and sale for the dwelling units, and the use of special building components to achieve a minimum sound transmission class rating. The mitigation measures will be implemented during site plan control and building permit stages.

Functional Servicing Report (FSR) (Baird AE, 2023 December 21) – The City of Windsor Engineering Development has reviewed the FST, deems it acceptable, and supports the proposed servicing strategy. Servicing matters will be further reviewed during Site Plan Control and Building Permit stages. The Essex Region Conservation Authority (ERCA) notes that the property owner will be required to obtain a permit from ERCA prior to any construction or site alteration.

Parking Justification Report (PJR) (Baird AE, 2023 May 8) – The study states that "*a significant number of residential parking stalls will be unoccupied between 8am and 5pm on weekdays as residents are away at work. Coincidentally, this is the time of the highest weekday parking demand for the adjacent commercial establishment*."

Phase One Environmental Site Assessment (ESA) (Pinchin, 2022 August 22) – The ESA concludes that "*nothing was identified that is likely to have resulted in impacts to the soil and groundwater at the Phase One Property that would require the completion of a Phase Two ESA. As such, it is Pinchin's opinion that the Phase One Property is suitable for the intended future residential land use and an RSC can be filed based only on the completion of this Phase One ESA report*."

Planning Rationale Report (PRR) (Pillon Abbs Inc., 2024 March 25) – The PRR notes that the subject parcel is "i*deally suited for a combined use building with commercial and residential development*" and is "*capable of accommodating the proposed development in terms of scale, massing, height and siting*". It states that the proposed development is "*a compatible density for the Site and with the surrounding area*" and "*has taken into consideration a transition between land uses and an appropriate amount of setbacks*".

The PRR concludes that the proposal represents "*good planning as it addresses the need for the development of a vacant parcel of land, which contributes to affordability and intensification requirements set out in the PPS and the OP*" and "*an efficient development pattern that optimizes the use of land*."

Species at Risk Impact Assessment (Insight Environmental Solutions Inc., 2022 December 12) – The assessment concludes that the proposed development "*is not likely to contravene the ESA 2007. The proposed development will have no impact on any Endangered or Threatened species or their habitat if the mitigation measures stated in this report are implemented during construction activities.*" Section 5 lists the specific mitigation measures to reduce impacts to species at risk and their habitat.

Traffic Impact Study (TIS) (Baird AE, Revised 2022 December 19) – The TIS states that the "*proposed development is expected to have a minimal impact on the conditions at the intersections of Northwood Street with Huron Church Road and Daytona Avenue. It should be noted that the existing intersection of Huron Church Road and Northwood Street is not performing well under background traffic volumes. This condition is not the result of, nor will it be made any worse by the proposed development."* It also states that sight line distance for safe access is adequate and that the access roads (Huron Church Road and Daytona Avenue) will "*accommodate the proposed development's traffic*".

The TIS is satisfactory to support the proposed use and recommendations contained within this report. Revisions to the TIS requested by Transportation Planning will focus on required off-site improvements, which would be required as part of Site Plan Control.

Provincial Policy Statement (PPS) 2020:

The proposed amendments are consistent with Policy 1.1.1 of the PPS. They allow the proposed uses to make use of existing services and infrastructure. The development represents an efficient development and land use pattern that will have no adverse impact on the financial well-being of the City, promotes intensification, achieves a cost-effective development pattern, and minimizes land consumption and servicing costs.

The amendments are consistent with PPS Policies 1.1.3.1, 1.1.3.2, and 1.1.3.3. The subject parcel is located within the settlement area. The amendments promote a land use that makes efficient use of land and existing infrastructure. Active transportation options and transit services are located or planned near the parcel. The parcel represents an appropriate location for intensification.

The amendments are consistent with PPS Policy 1.4. The proposed development is a form of intensification that expands the range and mix of housing options in the area. It will facilitate the municipality's ability to accommodate residential growth through intensification, provide a form of housing that is appropriate in terms of range and mix, and meet the social, health and well being of current and future residents. Appropriate levels of infrastructure, active transportation, and transit are or will be available.

The amendments are consistent with PPS Policy 1.2.6 regarding Land Use Compatibility. The amendments to allow the proposed development are consistent with the overall policy direction of the PPS.

City of Windsor Official Plan:

The subject parcel is designated "Commercial Corridor" on Schedule SC-1: Development Concept in the South Cameron Planning Area and is located within the Huron Church Road Corridor identified in Section 1.2 of Volume II: Secondary Plans and Special Areas.

The applicant is requesting an amendment by changing the land use designation from "Commercial Corridor" to "Mixed Use Corridor" and reducing the required landscaped open space yard setback from Huron Church Road for a residential building.

Chapter 6 – Land Use supports a complementary range of housing forms and tenures in all neighbourhood, seeks to promote compact neighbourhoods and balanced transportation systems and seeks to promote selective residential redevelopment, infill, and intensification initiatives.

Section 6.1 in the Land Use chapter provides a list of land uses goals. Goal 6.1.1 is to achieve safe, caring, and diverse neighbourhoods. Goal 6.1.2 seeks environmentally sustainable urban development. Goal 6.1.3 promotes housing suited to the needs of Windsor's residents. Goal 6.1.14 directs residential intensification to areas of the City where transportation, municipal services and community facilities are readily available.

The proposed development will diversify the surrounding neighbourhood, represents an environmentally sustainable development, and will provide housing that is in demand. The addition of residential uses will create a pedestrian orientated cluster of residential, commercial and employment uses. The proposed development represents a complementary and compact form of housing and intensification that is near different types of transportation.

The locational criteria for a residential development require access to an arterial road, be provided with public transit, and that adequate community services and open spaces are available or planned. The parcel has access to Huron Church Road and transit, parks and schools are located nearby.

The Acoustical and Vibration Report concludes that the "*development can, with the implementation of … described mitigation measures, be designed to address impacts from the surrounding noise sources*." Mitigation measures will be implemented through Site Plan Control and building permits.

While the lands are designated "Commercial Corridor" on Schedule SC-1: Development Concept South Cameron Secondary Plan, they are designated as "Mixed Use Corridor" on Schedule D: Land Use, in Volume I of the Official Plan. Unless otherwise stated, a secondary plan takes precedence. To avoid any conflicts, staff recommend that the lands be subject to a Special Policy Area that clarifies that the whole parcel is designated as "Mixed Use Corridor" and that the applicable policies in Chapter 6 – Land Use in Volume I of the Official Plan shall apply. This is consistent with OPA 159 (as further amended) which implemented the Multi-Residential Interim Control By-law Study

The applicant is requesting that the 30 m landscaped open space setback required by Special Policy 1.2 for residential uses not apply and that instead a 10 m landscaped open space setback apply. The proposed combined use building is located almost 30 m from the westerly property line along Huron Church Road. This is consistent with the existing commercial development on the north portion of the subject lands.

Should Official Plan Amendment 180 be approved, the requested zoning amendment will conform to the Zoning Amendment Policies, Section 11.6.3.1 and 11.6.3.3, of the Official Plan and conform to the general direction of the Official Plan.

Zoning By-Law 8600:

The parcel is zoned Commercial District 2.1 (CD2.1) which permits a range of commercial uses and S.20(1)278 which requires a landscaped open space yard along Huron Church Road. The applicant is requesting an amendment to Zoning By-law 8600 changing the zoning from CD2.1 to CD2.1 and CD2.2 and by adding a site specific exception to allow the proposed combined use dwelling as a permitted use while retaining the existing commercial uses on the north (retained) portion of the lands.

Planning & Development Services recommends that the CD2.1 zoning be maintained and that a site specific exception be added that will allow the development and severance as proposed. Site specific exception S.20(1)278 will also remain.

Clause a) in the site specific exception permits dwelling units in a combined use building with certain exceptions (which is consistent with the CD2.2 zoning requested).

Clause b) applies additional provisions to the retained parcel (Fred's Farm Fresh) and requires a minimum of 67 parking spaces and allows for a reduced parking area separation from an interior lot line when the parcels are severed.

Clause c) applies additional provisions for a combined use building. It allows for a maximum of building height of 20.2 m (as requested by the applicant), an amenity area of 12.0 m^2 per unit (as required by CD2.2 zoning), the provision of a minimum of 83 parking spaces, and slight reductions in minimum parking separations. Clause c) 6 recognizes that part of the combined use building is cantilevered over the parking area, which requires an exemption from Section 25.5.20.1.6.

The Parking Justification Report concludes that there is sufficient parking for existing and proposed uses and recognizes that there are opportunities for shared parking between the retained and severed parcels and existing and proposed uses. Reciprocal access and parking will be a condition of any consent to sever application.

The proposed development complies with all other applicable zoning provisions. The proposed site specific exception is appropriate in terms of permitted use and provisions.

Site Plan Control:

All plans, drawings and elevations are conceptual and subject to change. The development as proposed is subject to site plan control. Site Plan Control will be the primary planning tool to implement the direction of the PPS and the Official Plan, the provisions of Zoning By-law 8600, and the requirements and recommendations of municipal departments and external agencies. Recommendation 4 provides direction and guidance for the site plan control process.

Risk Analysis:

N/A

Climate Change Risks

Climate Change Mitigation:

In general, intensification and a broader mix of uses will minimize the impacts on community greenhouse gas emissions as these developments create complete communities and neighbourhoods while using currently available infrastructure and facilities such as schools, sewers, sidewalks, and public transit.

Climate Change Adaptation:

The proposed development will provide opportunities to increase resiliency for the development and surrounding area, including stormwater management.

Financial Matters:

N/A

Consultations:

An Open House was held virtually on September 21, 2023, from 6 pm to 7 pm. No persons from the public attended the Open House. Submitted documents were posted on the City of Windsor website. Comments received from departments and agencies are attached as Appendix D. Recommendation 4 directs the Site Plan Approval Officer to incorporate specific mitigation measures and municipal requirements, and to consider remaining comments, during the Site Plan review process. Statutory notice was advertised in the Windsor Star, a local newspaper. A courtesy notice was mailed to property owners and tenants within a minimum of 120 m of the subject parcel.

Conclusion:

The applications have been evaluated for consistency with the Provincial Policy Statement 2020 and conformity with the general policy direction of the Official Plan.

Based on the information presented in this report, and the Planning Rationale Report submitted by the Applicant, it is my opinion that the requested amendment to the City of Windsor Official Plan adding a new Special Policy Area to provide specific policy direction regarding the land use designation and landscaped open space yard depth is consistent with the PPS 2020 and is in general conformity with the Official Plan. The requested amendment to Zoning By-law is consistent with the PPS 2020 and will be in conformity with the Official Plan when OPA 180 is approved.

The proposed amendments will provide modern housing and a range of commercial uses. Site plan control is an appropriate tool to incorporate the requirements and comments of departments and agencies. The recommendations to amend the Official Plan and Zoning By-law 8600 constitute good planning.

Planning Act Matters:

I concur with the above comments and opinion of the Registered Professional Planner.

Greg Atkinson, MCIP, RPP
Deputy City Planner - Development

Thom Hunt, MCIP, RPP
City Planner

I am not a registered Planner and have reviewed as a Corporate Team Leader

JP *JM*

Approvals:

Name	Title
Greg Atkinson	Deputy City Planner - Development
Thom Hunt	City Planner
Aaron Farough	Senior Legal Counsel
Jelena Payne	Commissioner, Economic Development
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email
Vish Sood Bouzide Enterprises Ltd.		
Pillon Abbs Inc. Attn: Tracey Pillon-Abbs		
Councillor Morrison (Ward 10)		
Councillor Costante (Ward 2)		
Property owners and tenants within 120 m of the subject lands		

Appendices:

1 Appendix A - Planning Rationale Report (Revised 2024 03 25)
2 Appendix B - Conceptual Site Plans
3 Appendix C - Conceptual Floor Plans and Elevations
4 Appendix D - Liaison Comments

PLANNING RATIONALE REPORT

OFFICIAL PLAN AMENDMENT AND
ZONING BY-LAW AMENDMENT
PROPOSED MIXED USE DEVELOPMENT

2144 Huron Church Road

City of Windsor, Ontario

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1.0 INTRODUCTION

I have been retained by Bouzide Enterprises Ltd. (herein the "Applicant") to provide a land use Planning Rationale Report (PRR) in support of a proposed combined use building with commercial and residential uses located at 2144 Huron Church Road (herein the "Site") in the City of Windsor, Ontario.

The Site, in Ward 10 and within the South Cameron Planning Area and the Huron Church Road Corridor, is currently vacant and will be the remnant parcel of a severance from the existing commercial building to the north of the Site, which is the location of Fred's Farm Fresh.

It is proposed to keep the existing commercial building in the current land use designation and zone. Relief is requested in order to accommodate the retained parcel.

It is proposed to construct one 6 storey combined use building with 58 residential units on the main floor and above and 273.57 m2 of commercial space located on the ground floor.

Parking for a total of 83 spaces to serve both the residents and workers/visitors to the commercial space will be located on-site and include barrier free and visitor spaces. Loading and bicycle spaces are also provided.

Tenure will be ownership (condominium) with a focus on affordability. The building will include 1 and 2 bedroom units in addition to amenity spaces.

A site-specific Official Plan Amendment (OPA) and site-specific Zoning By-law Amendment (ZBA) are required in support of the proposed development. Relief is requested in order to accommodate the proposed development.

Once the OPA and ZBA applications have been approved, the Applicant will proceed with a Consent application and a Site Plan Control (SPC) application prior to the issuance of a building permit.

The development will then proceed to a Draft Plan of Condominium (CONDO) application in order to sell the residential and commercial units as freehold.

Pre-consultation (City Files #PS 080/21 and #PC-003/23) and pre-submission (City File #PC-034/23) were completed by the Applicant. Comments were received and have been incorporated into this PRR.

The purpose of this report is to review the relevant land use documents, including the Provincial Policy Statement (PPS) 2020, the City of Windsor Official Plan (OP) and the City of Windsor Zoning By-law (ZBL).

This PRR will show that the proposed development is suitable development of a vacant site for a combined use building, is consistent with the PPS, conforms to the intent and purpose of the City of Windsor OP and ZBL and represents good planning.

2.0 SITE AND SURROUNDING LAND USES

2.1 Legal Description and Ownership

The Site has been owned by Bouzide Enterprises Ltd., the Applicant, Since 2012.

The Site is in Ward 10 and within the South Cameron Planning Area and the Huron Church Road Corridor.

The Site is located on the east side of Huron Church Road, between Northwood Street and Kenora Street, with Daytona Avenue located to the east of the Site (see Figure 1 – Site Location).



Figure 1 – Site Location (Source: City of Windsor GIS)

The Site is currently vacant and will be the remnant parcel of a severance from the existing commercial building to the north of the Site, which is the location of Fred's Farm Fresh.

The Site is locally known as 2144 Huron Church Road and is currently legally described as LOTS 50 TO 66 (INCL.), PT LOTS 29 TO 41 (INCL.), PT LOT 67, PT BLK A (CREATED BY R1038232), PT OJIBWAY STREET (CLOSED BY R1069017), PT ALLEY (CLOSED BY R10475680), ALL ON PLAN 997, DESIGNATED AS PTS 1 TO 9 12R24779; S/T EASE OVER PTS 2, 4, 7, ON 12R24779 AS IN R1455555; S/T EASE OVER PT 3 ON 12R24779 AS IN R1455559; S/T EASE OVER PT 5 ON 12R24779 AS IN R1455562E; S/T EASE OVER PT 6 ON 12R24779 AS IN R1128865E; S/T EASE OVER PT 9 ON 12R24779 AS IN CE464476 SAVE & EXCEPT PARTS

1 TO 12 PL 12R24756; SUBJECT TO AN EASEMENT IN GROSS OVER PART 13 PL 12R24756 AS IN CE515741; CITY OF WINDSOR, PIN 01583-2726 (LT) (ARN 080-210-004200-0000).

There are no previous uses on the parcel of land subject to development, as it was confirmed that the Site has never been developed.

2.2 Physical Features of the Site

2.2.1 Size and Site Dimension

The entire Site has a total area of 1.26 ha with 198.73 m along Huron Church Road.

The Site, subject to the proposed development (severed parcel), consists of a total area of approximately 0.55 ha, with 99.38 m of frontage along Huron Church Road and a depth of 69.14 m.

The proposed retained parcel (Fred's Farm Fresh) consists of a total area of 0.71 ha, with 99.35 m of frontage along Huron Church Road and a depth of 72.22 m.

2.2.2 Existing Structures and Previous Use

The Site subject to the proposed development is currently vacant.

The retained lands have an existing building area of 1,706.17 m2 with on-site parking and access from Huron Church Road and Daytona Avenue.

The previous use of the Site has been vacant since at least 1947.

2.2.3 Vegetation

The property currently has a mown lawn and scattered trees.

There are no natural heritage features however, there is an area with vegetation near the Basin Drain.

2.2.4 Topography and Drainage

The Site is flat.

A portion of the south boundary is within the regulated area of the Essex Region Conservation Authority (ERCA).

The soil is made up of Berrien Sand (Bes).

The Basin Drain is located along the south boundary of the Site. The Site is within the Turkey Creek subwatershed area.

There is an open ditch along Daytona Ave.

A portion of the Site is within a Source Water Protection Area, Event Based Area (EBA).

2.2.5 Other Physical Features

There are no other physical features on the Site.

2.2.6 Municipal Services

The property has access to municipal water, storm, and sanitary services.

Fire hydrants are provided along Huron Church Road, less than 45 m from the principal entrance of the proposed development.

Huron Church Road is classified as a Class 1 arterial road. The roadway is a 6 lane, 2-way roadway.

Streetlights and sidewalks are located along Huron Church Road.

The Site has access to transit with the closest bus stop located at the corner of Ambassador Drive and Industrial Drive (Stop ID 1391, Bus 3).

The Site is located close to major transportation corridors, including Hwy 401, Hwy 3 and the EC Row Expressway.

2.2.7 Nearby Amenities

There are several schools nearby, including St James Catholic Elementary School, Holy Names Catholic High School and Bellewood Public School.

There are many parks and recreation opportunities in close proximity to the Site, including Malden Park, Ojibway Street/South Cameron Park and Treehouse Park.

There is nearby shopping in the form of plazas and malls, as well as employment, places of worship and local/regional amenities.

2.3 Surrounding Land Uses

Overall, the Site is located in a mixed use area with commercial and residential uses. Photos were taken on December 19, 2021, by Pillon Abbs Inc.

North – The lands north of the Site, are used for commercial use (see Photo 1 – North).



Photo 1 – North

South – The lands south of the Site are used for commercial (see Photo 2 - South).



Photo 2 – South

East – The lands east of the Site are vacant but will be used for residential with frontage along Daytona Ave (see Photo 3 - East).



Photo 3 – East

West – The lands west of the Site are used for commercial and industrial (see Photo 4 - West).



Photo 4 – West

3.0 PROPOSAL AND CONSULTATION

3.1 Development Proposal

The Site, in Ward 10 and within the South Cameron Planning Area and the Huron Church Road Corridor, is currently vacant and will be the remnant parcel of a severance from the existing commercial building to the north of the Site, which is the location of Fred's Farm Fresh.

A concept plan was prepared by BairdAE Architecture and Engineering, dated February 9, 2023 (see Figure 2a – Concept Plan).

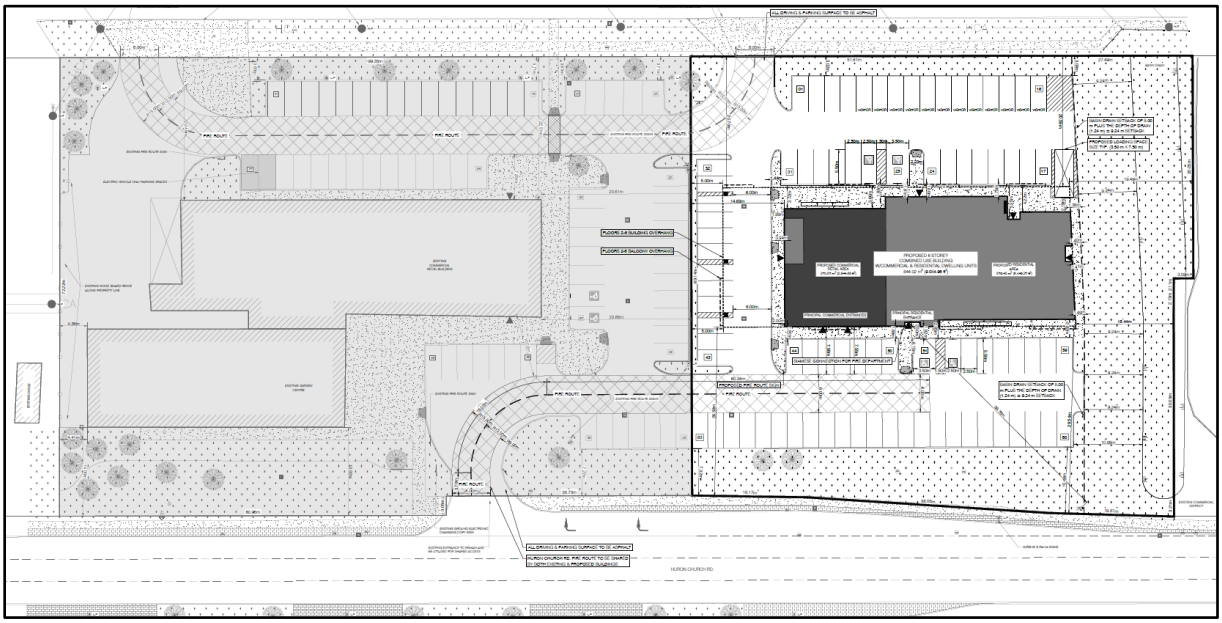


Figure 2a – Concept Plan

It is proposed to keep the existing commercial building in the current land use designation and zone.

It is proposed to construct one 6 storey combined use building with 58 residential units on the main floor and above and 273.57 m2 of commercial space located on the ground floor.

The building will face Huron Church Road. The primary access into the building will be on the west side (see Figure 2b – Elevation, West View).



Figure 2b – Elevation, West View

The refuse from the commercial and residential uses will be located inside the building.

Parking for a total of 83 spaces to serve both the residents and workers/visitors to the commercial space will be located on-site and includes barrier free and visitor spaces. Loading and bicycle spaces are also provided.

The existing two access roads from Huron Church Road (Class 1 Arterial Road) and Daytona Ave (local two-way roadway) will be used.

A fire route will be provided.

An easement will be required for the internal access between the severed and retained parcels of land.

Tenure will be ownership (condominium) with a focus on affordability. The building will include 1 and 2 bedroom units.

Amenity spaces include outdoor seating, landscaped open space, an indoor common area, a lounge and a fitness room.

The proposed development will result in a density of 105.45 units per ha.

The Site will be professionally landscaped with pedestrian connections from the building to the parking area and to the municipal rights-of-way (row).

It is proposed to keep the Basin Drain open.

Prior to the issuance of a construction permit, the owner shall grant a 6 m easement along the south property line of 2144 Huron Church Rd for the maintenance and improvement of the Janisse Drain.

Development is anticipated to be completed in 2027.

3.2 Public Consultation Strategy

In addition to the statutory public meeting, the *Planning Act* requires that the Applicant submit a proposed strategy for public consultation with respect to an application as part of the complete application requirements.

As part of a public consultation strategy, in addition to the statutory public meeting, an informal electronic public open house was held for area residents (120 m radius) and property owners on Thursday, September 21, 2023, from 6:00 pm to 7:00 pm.

The purpose of the open house was to provide members of the public with opportunities to review, obtain information and comment on the proposed development.

Other than one City of Windsor Planning Department Staff member and Pillon Abbs Inc. there were no persons from the public who attended.

One email was received with an overall interest in the proposed development was received.

4.0 APPLICATIONS AND STUDIES

Pre-consultation (City Files #PS 080/21 and #PC-003/23) and pre-submission (City File #PC-034/23) were completed by the Applicant. Comments were received and have been incorporated into this PRR.

The proposed development requires an application for an Official Plan Amendment (OPA) and an application for a Zoning By-law Amendment (ZBA).

The following explains the purpose of the applications and summarizes the support studies required as part of the submission.

4.1 Official Plan Amendment

A site-specific Official Plan Amendment (OPA) is required in support of the proposed development.

The Site is currently designated "Mixed Use Corridor" (previously called "Commercial Corridor") according to Schedule D: Land Use attached to the OP for the City of Windsor.

The Site is part of the South Cameron Planning Area and the Huron Church Road Corridor. The Site is also impacted by OPA #80 and OPA #159.

The OPA for the Site proposes to change the land use designation from "Mixed Use Corridor" to a site specific "Mixed Use Corridor" on Schedule D: Land Use.

It is requested that a 10 m landscape setback from Huron Church Road be permitted.

The OPA justification is set out in Section 5.1.2 of this PRR.

4.2 Zoning By-Law Amendment

A site-specific Zoning By-law Amendment (ZBA) is required in support of the proposed development.

According to Map 4 attached to the ZBL the Site is currently zoned Commercial District 2.1 (CD2.1) category. This includes both the severed and retained parcels of land.

The Site is also impacted by special provision S.20(1)278.

The zoning for the Site (severed lands) proposes to be changed from Commercial District 2.1 (CD2.1) category to a site-specific Commercial District 2.2 (CD 2.2 - S.20(1)XXX) category in order to permit a combined use building. Relief from specific regulations is also being requested.

The zoning for the Site (retained lands) proposes to be changed from Commercial District 2.1 (CD2.1) category to a site-specific Commercial District 2.1 (CD 2.1 - S.20(1)XXX) category in order to address various requested reliefs.

The ZBA is detailed, and the justification is set out in Section 5.1.3 of this PRR.

4.3 Other Applications

Once the OPA and ZBA applications have been approved, the Applicant will proceed with a Consent application with any required easements.

Site Plan Control (SPC) application will be required, prior to the issuance of a building permit.

The proposed development will be subject to a SPC agreement, which will include any required fees or securities, lighting, buffering, landscaping, signage, etc.

The development will then proceed to a Draft Plan of Condominium (CONDO) application in order to sell the residential and commercial units as freehold.

4.4 Supporting Studies

The following supporting studies have been prepared as part of the OPA and ZBA applications.

4.4.1 Noise and Vibration

An Acoustical and Vibration Report was prepared by BairdAE Architecture and Engineering, dated May 8, 2023.

The purpose of the study was to determine if there is a potential environmental noise impact from the traffic and stationary sources.

It was concluded that the proposed development could be designed to address impacts with the recommendation that mitigation measures such as units being equipped with air conditioning and forced air heating, wall, window and door requirements and a warning clause be implemented.

4.4.2 Engineering

A Functional Servicing Report (FSR) was prepared by BairdAE Architecture and Engineering, dated May 8, 2023 and further revised on December 21, 2023.

The report provided a review of the required municipal services, including drainage, sanitary sewer servicing, stormwater servicing and watermains.

The report concluded that the proposed development could be adequately serviced with the following recommendations:

- storm pipes will need to be relocated as a result of the severance,
- new sanitary service will need to be connected, and
- no new fire hydrants are required for the proposed development.

4.4.3 Traffic

A Traffic Impact Study (TIS) was prepared by BairdAE Architecture and Engineering, dated May 8, 2023 and further revised on December 19, 2023.

The report has been requested to examine the nearby intersection's existing and future operating conditions, individual turning movements and the impacts on traffic.

The development will generate 2555 daily vehicles, 103 morning vehicles and 94 evening peak vehicles.

The report concluded the following:

- the existing access road will accommodate the proposed traffic,
- all turning movements are acceptable,
- there are adequate sight lines, and
- the intersections of Huron Church Road and Northwood Street may require improvements in the future.

4.4.4 Parking

A Parking Justification Report was prepared by BairdAE Architecture and Engineering, dated May 8, 2023.

The purpose of the report has been to ensure parking requirements at the existing Fred's Farm Fresh are met and to determine the adequacy of parking provisions in meeting the requirements of the proposed development.

The report concluded that there would be sufficient parking for the following reasons:

- there is shared parking between residential and commercial uses, and
- the ZBL has overly conservative parking demands.

4.4.5 Energy

An Energy Strategy was prepared by BairdAE Architecture and Engineering, dated April 27, 2023.

The purpose of the report has been to review building and site design as it relates to achieving sustainability goals for the new development.

It was concluded that the building would be designed to address responsible material choices, indoor amenity space, and efficient building envelopes and systems.

Further, the Site will be designed to incorporate responsible infrastructure as well as access to active transportation, pedestrian connectivity and transit.

The City further confirmed that any revisions to the Energy Strategy can be completed as part of SPC approval.

4.4.6 Biology

A Species at Risk (SAR) Impact Assessment was prepared by Insight Environmental Solutions Inc., dated December 13, 2022.

The purpose of the report was to assess species at risk and the potential impacts on their habitat.

It was confirmed that the Site is not within 120 m of a natural heritage feature. However, the Site does contain vegetation.

Mitigation measures are recommended, including the following;

- Training
- Fencing
- Machinery and equipment cleaning
- Reporting

The report concluded that the proposed development would not likely impact any species or habitat if the mitigation measures were implemented.

The report has been filed with the Ministry.

4.4.7 Soils

A Phase One Environmental Site Assessment (ESA) was prepared by Pinchin Ltd., dated August 22, 2022.

The purpose of the report was to review records, site assessment and evaluation of the Site.

It was confirmed that the Site has never been developed.

The report concluded that the Site did not identify any results of potential environmental concerns. Further, there was nothing that would impact soil and groundwater.

A Phase Two assessment is not required.

A Record of Site Condition (RSC) will be submitted to the Ministry based on the Phase One ESA report.

5.0 PLANNING ANALYSIS

5.1 Policy and Regulatory Overview

5.1.1 Provincial Policy Statement

The Provincial Policy Statement, 2020 (PPS) provides policy direction on matters of provincial interest related to land use planning and development providing for appropriate development while protecting resources of provincial interest, public health and safety, and the quality of the natural and built environments.

The PPS is issued under Section 3 of the Planning Act and came into effect on May 1, 2020. It applies to all land use planning matters considered after this date.

The PPS supports improved land use planning and management, which contributes to a more effective and efficient land use planning system.

The Site is within a “Settlement Area” as set out in the PPS.

The following provides a summary of the key policy considerations of the PPS as it relates to the proposed development.

PPS Policy #	Policy	Response
1.0	…..Ontario's long-term prosperity, environmental health and social well-being depend on wisely managing change and promoting efficient land use and development patterns…..	This is an urban area with a mix of uses. There is infrastructure in place to support this type of development, and it would not put a burden on existing infrastructure.
1.1.1	Healthy, liveable and safe communities are sustained by: a) promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term;	The proposed development is consistent with the policy to build strong, healthy and livable communities as it provides for a development with a combined use building for commercial and residential units. There are no environmental or public health and safety

PPS Policy #	Policy	Response
	b) accommodating an appropriate affordable and market-based range and mix of residential types, employment, institutional, recreation, park and open space, and other uses to meet long-term needs; c) avoiding development and land use patterns which may cause environmental or public health and safety concerns; d) avoiding development and land use patterns that would prevent the efficient expansion of settlement areas in those areas which are adjacent or close to settlement areas; e) promoting…….cost-effective development patterns and standards to minimize land consumption and servicing costs; f) improving accessibility for persons with disabilities and older persons by addressing land use barriers which restrict their full participation in society; h) promoting development and land use patterns that conserve biodiversity.	concerns as the area is established. The development pattern does not require expansion of the settlement area. The Site has access to full municipal services and is close to local amenities. Accessibility of units will be addressed at the time of the building permit. Public service facilities are available, such as local schools and transit. The development pattern is proposed to be an efficient development of vacant land. This development would not disturb any natural lands.
1.1.2	Sufficient land shall be made available to accommodate an appropriate range and mix of land uses to meet projected	The proposed development will help the City meet the full range of current and future

PPS Policy #	Policy	Response
	needs for a time horizon of up to 25 years. Within settlement areas, sufficient land shall be made available through intensification and redevelopment and, if necessary, designated growth areas.	residential needs through intensification. The Site will provide for residential infilling and intensification within an existing settlement area in the form of residential, while supporting commercial activity.
1.1.3.1	Settlement areas shall be the focus of growth and development.	The proposed development enhances the vitality of the Municipality, as the Site is within an existing settlement area.
1.1.3.2	Land use patterns within settlement areas shall be based on densities and a mix of land uses which: a) efficiently use land and resources; b) are appropriate for, and efficiently use, the infrastructure and public service facilities which are planned or available, and avoid the need for their unjustified and/or uneconomical expansion; c) minimize negative impacts to air quality and climate change, and promote energy efficiency; d) prepare for the impacts of a changing climate;	The total density of the proposed development is considered appropriate as most of the existing area is a mix of uses. The Site offers an opportunity for intensification by developing a vacant parcel of land with a combined use building. The design and style of the proposed building will blend well with the scale and massing of the existing surrounding area. Residents will have immediate access to local amenities. Transit is available for the area.

PPS Policy #	Policy	Response
	e) support active transportation; f) are transit-supportive, where transit is planned, exists or may be developed; and g) are freight-supportive.	The Site is located close to major roadways.
1.1.3.3	Planning authorities shall identify appropriate locations and promote opportunities for transit-supportive development, accommodating a significant supply and range of housing options through intensification and redevelopment where this can be accommodated taking into account existing building stock or areas, including brownfield sites, and the availability of suitable existing or planned infrastructure and public service facilities required to accommodate projected needs.	The proposed development is located on a Site that is physically suitable. The Site is generally level, which is conducive to easy vehicular movements. The intensification can be accommodated for the proposed development as it is an appropriate development of a vacant parcel of land. Parking will be provided on-site, including space for tenants and visitors. Bicycle parking is also provided.
1.1.3.4	Appropriate development standards should be promoted which facilitate intensification, redevelopment and compact form, while avoiding or mitigating risks to public health and safety.	The proposed combined use building will be built with a high standard of construction, allowing a seamless integration with the existing area. There will be no risks to the public, as identified in the support studies. The Applicant will obtain any required ERCA permits as a

PPS Policy #	Policy	Response
		portion of the Site is within a regulated area. Support studies have been completed and recommended mitigation will be built into the design of the proposed development.
1.1.3.5	Planning authorities shall establish and implement minimum targets for intensification and redevelopment within built-up areas, based on local conditions.	The City has established targets for intensification and development. The proposed development will assist in meeting those targets as the Site is located in an existing built-up area.
1.1.3.6	New development taking place in designated growth areas should occur adjacent to the existing built-up area and should have a compact form, mix of uses and densities that allow for the efficient use of land, infrastructure and public service facilities.	The proposed development does have a compact built form. The proposed building size will allow for the efficient use of land, pedestrian and vehicle access, infrastructure and public services.
1.3.1 - Employment	Planning authorities shall promote economic development and competitiveness by: a) providing for an appropriate mix and range of employment, institutional, and broader mixed uses to meet long-term needs; b) providing opportunities for a diversified economic base, including maintaining a range and choice of suitable sites for employment uses which	The proposed combined use building will provide for a place for people to live, work and play. A total of 273.57 m2 of commercial space is proposed to be located on the ground floor as part of a compact, mixed use development. The closest residential uses will be located east of Daytona Ave.

PPS Policy #	Policy	Response
	support a wide range of economic activities and ancillary uses, and take into account the needs of existing and future businesses; d) encouraging compact, mixed-use development that incorporates compatible employment uses to support liveable and resilient communities, with consideration of housing policy 1.4; and	The proposed development does not cause any impacts on the enjoyment or privacy of abutting lands.
1.4.1- Housing	To provide for an appropriate range and mix of housing options and densities required to meet projected requirements of current and future residents of the regional market area, planning authorities shall: a) maintain at all times the ability to accommodate residential growth for a minimum of 15 years through residential intensification and redevelopment and, if necessary, lands which are designated and available for residential development; and b) maintain at all times where new development is to occur, land with servicing capacity sufficient to provide at least a three-year supply of residential units available through lands suitably zoned to facilitate residential intensification and redevelopment, and land in	The proposed density and range of land uses encourage active transportation and promote the utilization of existing transit connections proximate to the Site to meet the health and well-being of future residents. The proposed development will provide for an infill and intensification opportunity in the existing built-up area. The Site offers an opportunity for intensification with a mix of commercial and residential uses. Municipal services are available, as set out in the support studies.

PPS Policy #	Policy	Response
	draft approved and registered plans.	
1.4.3	Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected market-based and affordable housing needs of current and future residents of the regional market area.	The proposed development provides for a new housing choice in the area and utilizes the Site in an efficient manner. The Site is currently under-utilized, and the development will allow a new mixed use for residential and commercial. The proposed density will have a positive impact on the area as it will blend well with the existing built form. The Site is close to nearby amenities. There is suitable infrastructure, including transit.
1.6.1	Infrastructure and public service facilities shall be provided in an efficient manner that prepares for the impacts of a changing climate while accommodating projected needs.	The development can proceed on full municipal services as identified in the required support studies. Access to public transit is available.
1.6.6.2	Municipal sewage services and municipal water services are the preferred form of servicing for settlement areas to support protection of the environment and minimize potential risks to human health and safety. Within settlement areas with existing municipal	The proposed development will be serviced by municipal sewer, water and storm, which is the preferred form of servicing for settlement areas.

PPS Policy #	Policy	Response
	sewage services and municipal water services, intensification and redevelopment shall be promoted wherever feasible to optimize the use of the services.	A FSR has been completed and confirmed that services can provided.
1.6.6.7	Planning for stormwater management shall: a) be integrated with planning for sewage and water services and ensure that systems are optimized, feasible and financially viable over the long term; b) minimize, or, where possible, prevent increases in contaminant loads; c) minimize erosion and changes in water balance, and prepare for the impacts of a changing climate through the effective management of stormwater, including the use of green infrastructure; d) mitigate risks to human health, safety, property and the environment; e) maximize the extent and function of vegetative and pervious surfaces; and f) promote stormwater management best practices, including stormwater attenuation and re-use, water	The required support studies have been completed to support the proposed development. There will be no negative impacts on the municipal system, and it will not add to the capacity in a significant way. There will be no risk to health and safety. There are no natural heritage features located on the Site, however mitigation measures are recommended to protect the vegetation area. Support studies have identified mitigation measures for construction.

PPS Policy #	Policy	Response
	conservation and efficiency, and low impact development.	
1.6.7.1	Transportation systems should be provided which are safe, energy efficient, facilitate the movement of people and goods, and are appropriate to address projected needs.	The Site is in close proximity to major roadways.
1.6.7.2	Efficient use should be made of existing and planned infrastructure, including through the use of transportation demand management strategies, where feasible.	The proposed development contributes to the City's requirements for development within a built-up area. The area is serviced by transit.
1.6.7.4	A land use pattern, density and mix of uses should be promoted that minimize the length and number of vehicle trips and support current and future use of transit and active transportation.	The proposed development is near many local amenities, and residents would not have to travel far to access necessities.
2.1.1	Natural features and areas shall be protected for the long term.	There are no natural features that apply to this Site, except the vegetation area.
2.2.1	Planning authorities shall protect, improve or restore the quality and quantity of water.	The required support studies have been prepared in support of the proposed development.
2.6.1	Significant built heritage resources and significant cultural heritage landscapes shall be conserved.	There are no heritage resources that apply to this Site.
3.0	Development shall be directed away from areas of natural or human-made hazards where	There are no natural or human-made hazards.

PPS Policy #	Policy	Response
	there is an unacceptable risk to public health or safety or of property damage, and not create new or aggravate existing hazards.	

Therefore, the proposed development is consistent with the PPS and the Province's vision for long-term prosperity and social well-being.

5.1.2 Official Plan

The City of Windsor Official Plan (OP) was adopted by Council on October 25, 1999, approved in part by the Ministry of Municipal Affairs and Housing (MMAH) on March 28, 2000 and the remainder approved by the Ontario Municipal Board (OMB) on November 1, 2002. Office consolidation version is dated September 7, 2012.

The OP implements the PPS and establishes a policy framework to guide land use planning decisions related to development and the provision of infrastructure and community services throughout the City.

The lands are currently designated "Mixed Use Corridor" (previously called "Commercial Corridor") according to Volume I - Schedule D: Land Use attached to the OP for the City of Windsor (see Figure 3 – City of Windsor OP, Schedule D).

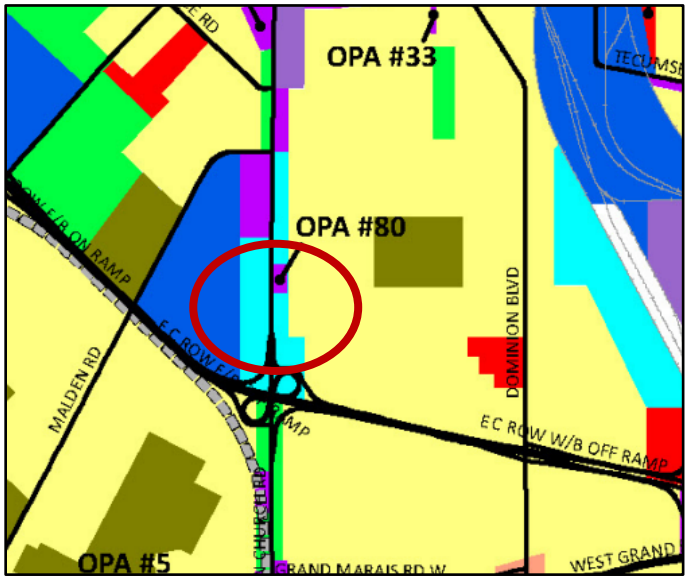


Figure 3 – City of Windsor OP, Schedule D

The Site is part of the South Cameron Planning Area.

The Site is also impacted by the following:

- Volume I - Schedule F: Roads & Bikeways - Huron Church is a Class I Arterial
- Volume I - Schedule G: Civic Image – Huron Church is designated as a “Civic Way”
- Volume II - Special Policy Areas - 1.2 - Huron Church Road Corridor
- Volume II - South Cameron Secondary Plan - Schedule SC-1: Development Concept - Commercial Corridor

It is proposed to change the designation of the Site to a site specific "Mixed Use Corridor".

It is requested that a 10 m landscape setback from Huron Church Road be permitted.

The following provides a summary of the key policy considerations of the OP as it relates to the proposed development.

OP Policy #	Policy	Response
3.1	The planning of Windsor's future is guided by the following vision taken from Dream Dare Do – The City of Windsor Community Strategic Plan: "Windsor is a quality city full of history and potential, with a diverse culture, a durable economy, and a healthy environment where citizens share a strong sense of belonging and a collective pride of place."	The proposed development will support the City's economy by providing a combined use building with commercial and residential development in an existing built-up area. The surrounding area has a mix of uses.
3.2 – Growth Concept	Mixed use developments will be encouraged with strong pedestrian orientations and to support public transit. This concept will enable Windsor to continue its growth and foster a vibrant economy, while ensuring a safe, caring and diverse community and a sustainable, healthy environment.	The proposed development provides a use that supports pedestrian orientations and public transit due to its location in an existing built-up area.

OP Policy #	Policy	Response
3.2.3.1	Windsor will work toward achieving a sustainable transportation system where all modes of transportation can play a more balanced role. The creation of mixed use and employment centres will allow businesses and services to be closer to homes and allow greater opportunities for walking, cycling and transit.	The intent is to construct a combined use building in an area that has a mix of uses. This allows residents to easily access amenities, employment and public transit.
4.0 – Healthy Community	The implementing healthy community policies are interwoven throughout the remainder of the Plan, particularly within the Environment, Land Use, Infrastructure and Urban Design chapters, to ensure their consideration and application as a part of the planning process.	The proposed development will support the City's goal of promoting a healthy community in order to live, work and play. The proposed development is close to nearby transit, employment, shopping, local/regional amenities and parks/trails.
6.0 - Preamble	A healthy and livable city is one in which people can enjoy a vibrant economy and a sustainable healthy environment in safe, caring and diverse neighbourhoods. In order to ensure that Windsor is such a city, Council will manage development through an approach which balances environmental, social and economic considerations.	The proposed development supports the policy set out in the OP as it is suited for the residential and commercial needs of the City.
6.1 - Goals	In keeping with the Strategic Directions, Council's land use goals are to achieve: 6.1.1 Safe, caring and diverse neighbourhoods. 6.1.3 Housing suited to the needs of Windsor's residents.	The proposed development supports the goals set out in the OP as it provides for the development of a vacant parcel of land. The proposed residential use will provide a new housing

OP Policy #	Policy	Response
	6.1.4 The retention and expansion of Windsor's employment base. 6.1.10 Pedestrian oriented clusters of residential, commercial, employment and institutional uses.	choice in an existing built-up area. The proposed commercial use is compatible with other land uses. The space will offer an opportunity for retail that will cater to the residents of the combined use building and the local neighbourhood.
6.2.1.2 – General Policies, Types of Development Profile	For the purpose of this Plan, Development Profile refers to the height of a building or structure. Accordingly, the following Development Profiles apply to all land use designations on Schedule D: Land Use unless specifically provided elsewhere in this Plan: (a) Low Profile developments are buildings or structures generally no greater than three (3) storeys in height; **(b) Medium Profile developments are buildings or structures generally no greater than six (6) storeys in height; and** (c) High Profile developments are buildings or structures generally no greater than fourteen (14) storeys in height.	The proposed development is considered **a medium profile mixed use** development as it is proposed to have 6 storeys constructed on the Site with both residential and commercial uses.
6.5.1.8 - Residential Intensification	To promote residential intensification with **Medium** and High Profile buildings to meet the housing needs of the City in appropriate areas in proximity to municipal services, transit and employment areas.	Medium profile residential is now permitted in the designation.

OP Policy #	Policy	Response
6.5.3.1 – Mixed Use Corridor (Previously Commercial Corridor) Policies	Uses permitted in the Mixed Use Corridor land use designation are primarily retail, wholesale store and service oriented uses and, to a lesser extent, office uses. **Medium** and High Profile residential uses either as stand-alone buildings or part of a commercial-residential mixed use buildings shall be throughout the Corridors.	Combined use buildings are now permitted in this designation.
6.5.3.3 – Street Presence	Council will encourage Mixed-Use Corridor development to provide a continuous street frontage and presence. Accordingly, development along a Mixed-Use Corridor shall be: **a) no more than four storeys in height, except on lands at an intersection** of any combination of the following roads: Class I Arterial Road, Class II Arterial Road, Class I Collector, or Class II Collector Road. The height of buildings shall generally not exceed the width of the road right-or-way abutting the development site; and b) Notwithstanding the identified maximum building height, the **Council may consider additional height, where the Council is satisfied that the proposed height achieves compatible development, and where appropriate transitions to abutting lower scale development are established.** Appropriate	Huron Church Road is considered a Class 1 arterial road according to Schedule F of the OP. The Site is not at an intersection. It is requested that Council consider the proposed 6 storeys as it addresses transition. The ZBL will have specific provisions. Most of the parking is located at the rear.

OP Policy #	Policy	Response
	transitions may be achieved through the implementation of regulatory techniques including, but not limited to new height limitations, enhanced building setbacks and step backs, enhanced landscape buffers and planting requirements and/or the implementation of an angular plane. Permissions for taller buildings may be established through a site specific Zoning By-law Amendment. c) encouraged to locate the buildings at the street frontage lot line with parking accommodated at the rear of the site.	
6.5.3.7 – Evaluation Criteria	At the time of submission, the proponent shall demonstrate to the satisfaction of the Municipality that a proposed commercial development is: (a) feasible having regard to the other provisions of this Plan, provincial legislation, policies and appropriate guidelines and support studies for uses: (i) within or adjacent to any area identified on Schedule C: Development Constraint Areas and described in the Environment chapter of this Plan; (ii) within a site of potential or known contamination; (iii) where traffic generation and distribution is a provincial or municipal concern; and (iv) adjacent to sensitive land uses and/or heritage	This PRR has addressed PPS policies. There are no constraint areas that impact the Site. Full municipal services are available. On-site parking is provided. There are no sensitive land uses adjacent to the Site. Support studies have been provided. The proposed development will be compatible with the uses in the area.

OP Policy #	Policy	Response
	resources. (b) in keeping with the goals, objectives and policies of any secondary plan or guideline plan affecting the surrounding area; (c) capable of being provided with full municipal physical services and emergency services; (d) provided with adequate off-street parking; (e) compatible with the surrounding area in terms of scale, massing, height, siting, orientation, setbacks, parking and landscaped areas; and (f) acceptable in terms of the proposal's market impacts on other commercial areas (see Procedures chapter).	
6.5.3.8 – Design Guidelines	The following guidelines shall be considered when evaluating the proposed design of a Commercial Corridor development: (a) the ability to achieve the associated policies as outlined in the Urban Design chapter of this Plan; (b) the provision of appropriate landscaping or other buffers to enhance: (i) all parking lots, and outdoor loading and service areas; and (ii) the separation between the use and adjacent sensitive uses, where appropriate; (c) as a general rule, the height of buildings are consistent with the height of buildings which characterize the Commercial	The proposed building will be designed to be compatible with the surrounding area. Landscaping will be professionally designed and will be reviewed at the time of SPC approval. No buffering is required as there are no sensitive land uses that abut the Site. The parking area will be located on-site. The proposed building height is appropriate for the area. The main floor will be designed for commercial use and residential use above.

OP Policy #	Policy	Response
	Corridor. Where Council deems it desirable that higher profile development be permitted in an existing Commercial Corridor, the development should be built at a human scale by utilizing one or both of the following measures: (i) treatment of the lower floors of building(s) to provide continuity; and/or (ii) setting back the upper floors of building(s) from the street to avoid overpowering effects at-grade; (d) where possible, parking is located in the rear of the property to encourage continuous building facades adjacent to the street; (e) measures are taken in site design which provide for ease of access for pedestrians between the public sidewalk and building main entrances in a manner which is distinguishable from access provided for vehicles; and (f)Council will adopt Design Guidelines that will assist in the design and review of development applications in a manner that will ensure implementation of these policies.	
8.11.2.12 – Streetscape (Civic Way)	Council will promote the development of Civic Ways at the locations identified on Schedule G: Civic Image. Such Civic Ways will be designed to : (a) promote and present an attractive and unifying image of Windsor; (b) maintain a sense of	Volume I - Schedule G: Civic Image – Huron Church is designated as a "Civic Way". The proposed development will blend with the type of development currently along the roadway.

OP Policy #	Policy	Response
	welcome and arrival for travelers; (c) create a memorable impression of Windsor; and (d) complement and enhance the Municipality's capital investment in major infrastructure.	
8.11.2.13	Council will recognize the significance of roads designated as Civic Ways on Schedule G: Civic Image by: (a) enhancing the public rights-of-way along major entry points into Windsor consistent with a highly attractive and distinctive image using unifying elements such as landscaping, fixtures and boulevard and median treatments; and (b) protecting and enhancing significant views and vistas, public space and heritage resources along the Civic Way.	
1.2.2 – Huron Church Road Corridor	Notwithstanding the general policies contained in the Primary Plan, the following policy shall apply to all development along the Huron Church Road Corridor: (a) to create a uniform appearance along Huron Church Road and in keeping with its status as an international gateway route, any new development adjacent to Huron Church Road shall **be required to provide a landscaped setback abutting the road.** Specific land use requirements shall be as follows:	A 10 m landscape setback is provided. Relief is required as part of the OPA. Relief will allow the setback to be consistent with the existing abutting commercial building.

OP Policy #	Policy	Response
	(i) where a non-residential development fronts Huron Church Road there shall be a minimum landscaped setback of ten (10) metres parallel to the road; **(ii) where residential development is proposed adjacent to Huron Church Road a Public Open Space corridor having a minimum width of 30 metres shall be provided** as shown on Schedule D: Land Use; save and except lot 62, Plan 967*, on Huron Church Road, shall have a 9 metre landscaped setback. (* - Added by OMB Decision #1635 – 11/29/2002) (b) where lands are proposed for redesignation to Commercial Centre or Commercial Corridor, such lands shall be located at a signalized intersection or be contiguous to lands designated Commercial Centre or Commercial Corridor with access to a signalized intersection by means of a service road.	
4.2 - South Cameron Planning Area	The extension of sanitary sewers has acted as a stimulus to development activity and interest. Environmental issues, noise problems, fragmented ownership and accessibility issues require more detailed development policies than are set out in Volume I: The Primary Plan. This secondary plan results from the intent of	The proposed development will support the purpose of the planning area. The Site is an opportunity for infill and intensification. The combined use building will be designed to support the orderly progression of development in the area.

OP Policy #	Policy	Response
	the City of Windsor to set out objectives and policies regarding orderly progression of development within the planning district.	
4.5.1 - Goal	Promote land use patterns, residential densities and building forms that make efficient use of existing resources, services and infrastructure.	The proposed development is an efficient use of the Site as it is located in a built up area with an existing mix of uses.
4.5.5. - Noise	Facilitate noise reduction in development and protect residents from unacceptable levels of noise.	The required support studies have been prepared.
4.5.8 - Compatibility	Provide for a pattern of development in keeping with the scale and use of existing development in this district.	The proposed development is compatible with the surrounding area. There are no sensitive land uses abutting the Site. The closest residential uses will be located east of Daytona Ave. The proposed development does not cause any impacts on the enjoyment or privacy of abutting lands.
4.6.2	Locate **medium**/high profile residential uses adjacent to commercial areas.	The proposed medium profile use will be located adjacent to the commercial areas.
4.6.4	Provide for commercial uses along the arterial and collector road frontages with consideration of local nodes near medium/high profile residential areas.	Commercial uses are proposed.
4.7.7.2 – Commercial Corridors	The Commercial Corridors designated on Schedule SC-1 shall be subject to the policies contained within Volume I: The Primary Plan and the	The Mixed Use Corridor (previously Commercial Corridors) designation has been applied.

OP Policy #	Policy	Response
	special policy area provisions of Volume II, where appropriate.	
7.0	The provision of proper infrastructure provides a safe, healthy and efficient living environment. In order to accommodate transportation and physical service needs in Windsor, Council is committed to ensuring that infrastructure is provided in a sustainable, orderly and coordinated fashion.	The proposed development is close to nearby transit, off a major roadway, and has access to full municipal services.
8.1 – Urban Design	A memorable, attractive and liveable city is one where people feel comfortable and are inspired by their surroundings. The physical systems and built form of the city are also designed to protect, maintain and improve the quality of life for present and future generations by integrating the principles of sustainability and place making. In order for Windsor to be such a city, Council is committed to urban design principles that enhance the enjoyment and image of Windsor and its people.	The proposed development has taken into account the urban design policies set out in this section. The design will be further evaluated as part of SPC approval.
8.7.2.3 – Built Form, infill development	Council will ensure that proposed development within an established neighbourhood is designed to function as an integral and complementary part of that area's existing development pattern by having regard for: (a) massing; (b) building height; (c) architectural proportion; (d) volumes of defined space;	The proposed development will be a natural integration of the established mixed use area. The proposed combined use building will provide an appropriate transition between uses. Massing – the proposed building will be limited to 6 storeys which will blend well

OP Policy #	Policy	Response
	(e) lot size; (f) position relative to the road; (g) building area to site area ratios; (h) the pattern, scale and character of existing development; (i) exterior building appearance; (j) Council adopt Guidelines that will assist in the design and review of applications for development in accordance with the policies noted above.	with the scale and massing of the existing surrounding area. Building height – there are no impacts on shadowing on abutting properties based on the proposed building height. There is future residential to be located on the east side of Daytona Ave. Relief is being requested for an increase in height. All other CD2.2 provisions can be complied with. Architectural proportion – the proposed visual effect of the relationship of the proposed development will blend well with the buildings in the immediate area. Volume of defined space – the proposed design and layout of the development includes appropriate setbacks and lot coverage. The parking area will be constructed in according to City standards, providing appropriate space. Minor relief is requested and supported by a parking study. Lot size – the existing parcel is appropriate for the development. It allows for on-site parking, fire route, sidewalks and landscaping. Building area – appropriate lot coverage is proposed. The proposed building will not

OP Policy #	Policy	Response
		negatively impact the private use and enjoyment of area residents and business owners. Pattern, scale and character – the style of development will blend well with the scale and massing of the existing surrounding area. Exterior building appearance – the proposed building will be designed professionally and aesthetically pleasing.
Section 3.1 - City of Windsor Intensification Guidelines, June 2022	Mixed Use Corridors are located along Arterial or Collector Roads and are expected to accommodate Low and **Medium Profile** built forms that include **mixed use,** retail, office, and residential development.	City of Windsor intensification guidelines have been reviewed as part of the proposed development. The proposed development is considered a medium profile mixed use development. Transition, height, scale and massing have been considered as part of the concept plan. The final design of the building will be addressed as part of SPC approval.
3.2.2 – Mixed Use Corridors	Mixed Use Corridors can accommodate a full range of residential, office, recreational, entertainment cultural, and community uses and facilities over time. Mixed Use Corridors are the connective spines of the City and intensification is envisioned to develop as mixed use and transit supportive.	Huron Church Road and in keeping with its status as an international gateway route. The building will face the street, has access to nearby transit, and provides access and frontage. The parking area is designed to be located on the Site with appropriate landscaping and buffering.

OP Policy #	Policy	Response
	1. Locate Low and Medium Profile forms of development and mixed uses along the Mixed Use Corridors and at gateways to create areas of community focus. 2. Ensure buildings relate to adjacent streets, particularly at transit stops. Block patterns should be permeable, providing access and frontage among buildings along the Mixed Use Corridors. 3. Design parking lots with planting strips and landscaped traffic islands, medians, or bump-outs to break up the expanse of hard surface areas. 4. Design buildings to be compatible with, and sensitively integrated with the surrounding land uses and built forms. Ensure appropriate transition to adjacent uses and built forms.	There are no sensitive land uses abutting the Site.

Therefore, the proposed development will conform to the City of Windsor OP with the proposed amendment to request a 10 m landscape setback from Huron Church Road.

5.1.3 Zoning By-law

The City of Windsor Zoning By-Law (ZBL) #8600 was passed by Council on July 8, 2002, and then a further Ontario Municipal Board (OMB) decision was issued on January 14, 2003.

A ZBL implements the PPS and the City OP by regulating the specific use of property and provide for its day-to-day administration.

According to Map 4 attached to the ZBL the Site is currently zoned Commercial District 2.1 (CD2.1) category (see Figures 4 – City of Windsor Zoning Map 4).

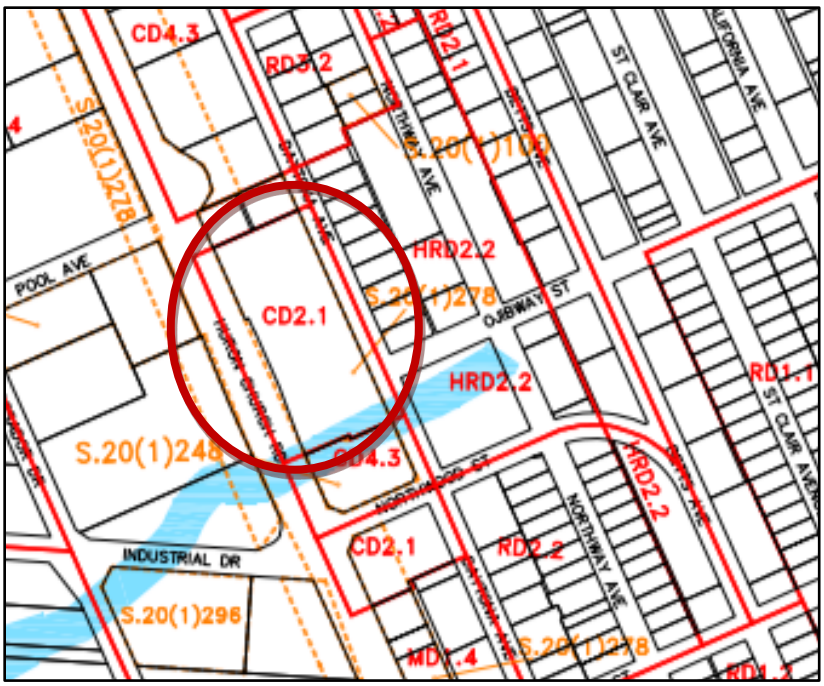


Figure 4 – City of Windsor Zoning Map 4

The Site is also impacted by special provision S.20(1)278, which states the following:

For the lands situated on the east and west sides of Huron Church between the south limit of College Avenue and the north limit of Continental Avenue on the west side of Huron Church Road and the north limit of E C Row Expressway on the east side of Huron Church Road, a landscaped open space yard with a minimum depth of ***10 metres along Huron Church Road shall be provided****, save and except for Parts 4 and 5, Plan 12R-12366 and Part Lots 1346 to 1360, Part Lot 1829 and Part Block A, Registered Plan 1059 (situated on the west side of Huron Church Road, north of Tecumseh Road West) a minimum landscaped open space yard with a minimum depth of 3 metres along Huron Church Road shall be provided. Buildings and the parking and display of motor vehicles are prohibited within this landscaped open space yard.*

The zoning for the Site (severed lands) proposes to be changed from Commercial District 2.1 (CD2.1) category to a site-specific Commercial District 2.2 (CD 2.2 - S.20(1)XXX) category in order to permit a combined use building. Relief from certain regulations is also being requested.

The zoning for the Site (retained lands) proposes to be changed from Commercial District 2.1 (CD2.1) category to a site-specific Commercial District 2.1 (CD 2.1 - S.20(1)XXX) category in order to address various requested reliefs.

COMBINED USE BUILDING means a *building having, as main uses, at least one dwelling unit and at least one non-residential use.*

A review of the CD2.2 zone provisions, as set out in Section 15.2 of the ZBL is as follows for the **severed** (new development) lands:

Zone Regulations	Required CD2.2 Zone	Proposed (severed lands)	Compliance and/or Relief Requested with Justification
Permitted Uses	Bakery Business Office Child Care Centre Commercial School Confectionery Food Outlet - Take-Out Funeral Establishment Medical Office Micro-Brewery Personal Service Shop Place of Entertainment and Recreation Place of Worship Professional Studio Public Hall Repair Shop – Light Restaurant Retail Store Veterinary Office Wholesale Store **Dwelling Units in a Combined Use Building with any one or more of the above uses** Gas Bar Outdoor Market Parking Garage Public Parking Area Tourist Home Existing Automobile Repair Garage	Commercial uses are permitted in the CD2.2 zone. Residential dwelling units in a combined use building.	Subject to the ZBA. There are residential units proposed above the commercial units as part of the proposed development. The commercial use will include retail space of 273.57 m2 to be located on the main floor.

Zone Regulations	Required CD2.2 Zone	Proposed (severed lands)	Compliance and/or Relief Requested with Justification
	Existing Service Station Any use accessory to any of the preceding uses. An Outdoor Storage Yard is prohibited, save and except, in combination with the following main uses: Outdoor Market, Existing Automobile Repair Garage.		
Main Building Height - maximum	14.0 m	20.12 m	Relief is requested. 6 storeys are proposed. The height of the commercial space generally has a greater ceiling height than the residential space. The proposed development is considered a medium profile mixed use development as it is proposed to have 6 storeys constructed on the Site with both residential and commercial uses. The scale and massing of the proposed building are suitable for the Site. The scale and massing do not cause any negative impact on the enjoyment of abutting properties.

Zone Regulations	Required CD2.2 Zone	Proposed (severed lands)	Compliance and/or Relief Requested with Justification
			Privacy and enjoyment will not be impacted.
Amenity Area – Per Dwelling Unit – minimum	12.0 m2 per unit 12.0 x 58 = 696 m2	1,735.11 m2	Complies *AMENITY AREA means a landscaped open space yard or a recreational facility as an accessory use to a dwelling or a dwelling unit located on the same lot.*
Other	For a Combined Use Building, all dwelling units, not including entrances thereto, shall be located above the non-residential uses	Dwelling Units in a combined use building with commercial on the main floor and residential above the commercial space.	Subject to the ZBA. A total of 58 residential units are proposed. There are residential amenity areas proposed on the main floor.
Parking Requirements 24.20.5.1	Retail - 1 space/22.5 m2 = 12 Combined Use Building – 1.25 per dwelling unit = 72 Total = 84	12 commercial spaces provide 71 residential spaces provided Total = 83	Relief for 1 parking space required for residential parking. A Parking Justification Report has been prepared to confirm that the provided parking spaces are appropriate for the proposed development.
Visitor Parking – minimum 24.22.1	15 percent of parking spaces shall be marked as visitor parking = 12	12	Complies
Accessible Parking Spaces 24.24.1	Type A – 2 spaces Type B – 2 spaces = 4	4	Complies
Bicycle Parking Spaces 24.30.1.1	6	6	Complies

Zone Regulations	Required CD2.2 Zone	Proposed (severed lands)	Compliance and/or Relief Requested with Justification
Parking Area Separation 25.5.20	.2 **any other street – 3.00 m** .3 an interior lot line or alley – 0.90 m **.5 A building wall in which is located a main pedestrian entrance facing the parking area – 2.0 m** .6 A building wall containing a habitable room window or containing both a main pedestrian entrance and a habitable room window facing the parking area where the building is located on the same lot as the **parking area - 4.50 m**	2.9 m from a street 0.90 m from a lot line 1.90 m building wall (provided at retail entrances) 1.80 m building wall (provided at east dwelling entrance) 0 m building wall containing a habitable room window	Relief is required for the minimum setback from a street (Daytona Ave). There is an open ditch which provides additional setback on the municipality right-of-way. Relief is required for the minimum setback from the wall of the main entrance and retail entrance, as the building will be designed with a recessed entranceway. Sidewalk access is provided for pedestrian connectivity. Relief is required for the minimum setback from the building wall containing a habitable room window. *Parking area separations are measured to any building wall containing a habitable room window, including windows on the 2nd floor and higher.*
Loading Spaces Required - minimum	1	1	Complies
S.20(1)278	a landscaped open space yard with a minimum depth of 10 metres along Huron Church Road shall be provided	10.48 m	Complies

Therefore, in addition to the request to permit a combined use building, the proposed development (severed lands) will comply with all zone provisions set out in the CD2.2 Zone except for the following, which requires site-specific relief:

1. *increase the required maximum height from 14.0 m to 20.12 m,*
2. *decrease the required minimum parking requirement for the residential use from 72 to 71 spaces,*
3. *to decrease the required parking area separation from 3 m to 2.90 m from a street,*
4. *to decrease the required parking area separation from 2.0 m to 1.90 m for the building wall provided at retail store entrances,*
5. *to decrease the required parking area separation from 2.0 m to 1.80 m for the building wall provided at east dwelling entrance, and*
6. *to decrease the required parking area separation from 4.50 m to 0 m for the building wall containing a habitable room window.*

A review of the CD2.1 zone provisions, as set out in Section 15.1 of the ZBL is as follows for the **retained** (Fred's Farm Fresh) lands:

Zone Regulations	Required CD2.1 Zone	Proposed (retained lands)	Compliance and/or Relief Requested with Justification
Permitted Uses	Bakery Business Office Child Care Centre Commercial School Confectionery Food Outlet - Drive-Through Food Outlet - Take-Out Funeral Establishment Garden Centre Gas Bar Medical Office Micro-Brewery Parking Garage Personal Service Shop	Existing commercial use	Complies

Zone Regulations	Required CD2.1 Zone	Proposed (retained lands)	Compliance and/or Relief Requested with Justification
	Place of Entertainment and Recreation Place of Worship Professional Studio Public Hall Public Parking Area Repair Shop – Light Restaurant Restaurant with Drive-Through Retail Store Temporary Outdoor Vendor's Site Tourist Home Veterinary Office Wholesale Store Existing Automobile Repair Garage Existing Service Station Any use accessory to any of the preceding uses. An Outdoor Storage Yard is prohibited, save and except, in combination with the following main uses: Garden Centre, Temporary Outdoor Vendor's Site, Existing Automobile Repair Garage		
Building Height – maximum	14.0 m	Existing	Compiles
Gross Floor Area – maximum	550.0 m2	Existing	Complies

Zone Regulations	Required CD2.1 Zone	Proposed (retained lands)	Compliance and/or Relief Requested with Justification
Bakery or Confectionary			
Parking Requirements 24.20.5.1	Garden Centre – 1 space/22.5 m2 = 27 Retail - 1 space/22.5 m2 = 47 Total = 74	27 provided for the garden centre 40 provided for the retail Total = 67	Relief for 7 parking spaces is requested. This is considered a minor reduction. A Parking Justification Report has been prepared to confirm that the provided parking spaces are appropriate for the retained lands.
Accessible Parking Spaces 24.24.1	Type A – 1 space Type B – 1 space = 2	2	Complies
Bicycle Parking Spaces 24.30.1.1	5	0	Relief is requested for 5 bicycle parking spaces. There were 6 previous spaces provided but have since been removed.
Parking Area Separation 25.5.20	.3 an interior lot line or alley – **0.90 m**	0.32 m from an interior lot line (provided at south interior lot line)	Relief is required for the minimum setback requirement from a lot line as the existing parking area is being transformed into two separate areas (retained and severed).
Loading Spaces Required - minimum	1	1	Complies
S.20(1)278	a landscaped open space yard with a minimum depth of 10 metres along	Existing	Complies

Zone Regulations	Required CD2.1 Zone	Proposed (retained lands)	Compliance and/or Relief Requested with Justification
	Huron Church Road shall be provided		

Therefore, the proposed development (retained lands) will comply with all zone provisions set out in the CD2.1 Zone except for the following, which requires site-specific relief:

1) *permit the required vehicle parking for the commercial use to be reduced from 74 spaces to 67 spaces;*

2) *permit the required bicycle parking for the commercial use to be reduced from 6 spaces to 0 spaces, and*

3) *to decrease the required parking area separation from 0.90 m to 0.32 m from an interior lot line.*

6.0 SUMMARY AND CONCLUSION

6.1 Context and Site Suitability Summary

6.1.1 Site Suitability

The Site is ideally suited for a combined use building with commercial and residential development for the following reasons:

- The land area is sufficient to accommodate the proposed development with adequate buffering from abutting land uses,
- The Site is generally level, which is conducive to easy vehicular movements,
- The Site will be able to accommodate municipal water, storm and sewer systems,
- There are no anticipated traffic or parking concerns,
- There are no noise or vibration concerns, and
- The location of the proposed development is appropriate.

6.1.2 Compatibility of Design

The proposed development will be limited to an 6 storey, medium profile combined use building, which is a compatible density for the Site and with the surrounding area.

The design has spoken to compatibility. It has taken into consideration a transition between land uses and an appropriate amount of setbacks.

The Site is capable of accommodating the proposed development in terms of scale, massing, height and siting. Parking, fire route, amenity area and landscaping will be provided.

The closest residential uses will be located east of Daytona Ave. The proposed development does not cause any impacts on the enjoyment or privacy of abutting lands.

All zone provisions set out in the CD2.1 zone and CD2.2 zone categories can be complied with, with the exception of some minor requested relief.

6.1.3 Good Planning

The proposal represents good planning as it addresses the need for the development of a vacant parcel of land, which contributes to affordability and intensification requirements set out in the PPS and the OP.

Residential and commercial uses on the Site represent an efficient development pattern that optimizes the use of land.

The Site is currently vacant and is underutilized.

6.1.4 Environment Impacts

The proposal does not have any negative natural environmental impacts or impacts on endangered species.

6.1.5 Municipal Services Impacts

There will be no negative impacts on the municipal system as the proposed use will not add to the capacity in a significant way.

6.1.6 Social, Cultural and/or Economic Conditions

The proposed development does not negatively affect the social environment as the Site is in close proximity to major transportation corridors and nearby amenities.

Infilling in an existing mixed use area of the City contributes toward the goal of 'live, work and play' where citizens share a strong sense of belonging and a collective pride of place.

The proposed development promotes efficient development and land use patterns, which sustains the financial well-being of the Municipality.

The proposal does not cause any public health and safety concerns. The proposal represents a cost-effective development pattern that minimizes land consumption and servicing costs.

There will be no urban sprawl as the proposed development is within the existing settlement area and is an ideal infilling opportunity.

There are no cultural heritage resources that impact the Site.

6.2 Conclusion

In summary, it would be appropriate for the City of Windsor to approve the OPA and ZBA to permit the proposed development on the Site.

The proposed development is an appropriate use of an underutilized vacant property and offers a mix of uses that offers residents and consumers a new option for housing and economic activity.

This PRR has shown that the proposed development is consistent with the PPS, conforms with the intent and purpose of the City of Windsor OP and represents good planning.

The report components for this PRR have set out the following, as required under the City of Windsor OP:

10.2.13.2 Where a Planning Rationale Report is required, such a study should:

(a) Include a description of the proposal and the approvals required;

(b) Describe the site's previous development approval history;

(c) Describe major physical features or attributes of the site including current land uses(s) and surrounding land uses, built form and contextual considerations;

(d) Describe whether the proposal is consistent with the provincial policy statements issued under the Planning Act;

(e) Describe the way in which relevant Official Plan policies will be addressed, including both general policies and site-specific land use designations and policies;

(f) Describe whether the proposal addresses the Community Strategic Plan;

(g) Describe the suitability of the site and indicate reasons why the proposal is appropriate for this site and will function well to meet the needs of the intended future users;

(h) Provide an analysis of the compatibility of the design and massing of the proposed developments and land use designations;

(i) Provide an analysis and opinion as to why the proposal represents good planning, including the details of any methods that are used to mitigate potential negative impacts;

(j) Describe the impact on the natural environment;

(k) Describe the impact on municipal services;

(l) Describe how the proposal will affect the social and/or economic conditions using demographic information and current trends; and,

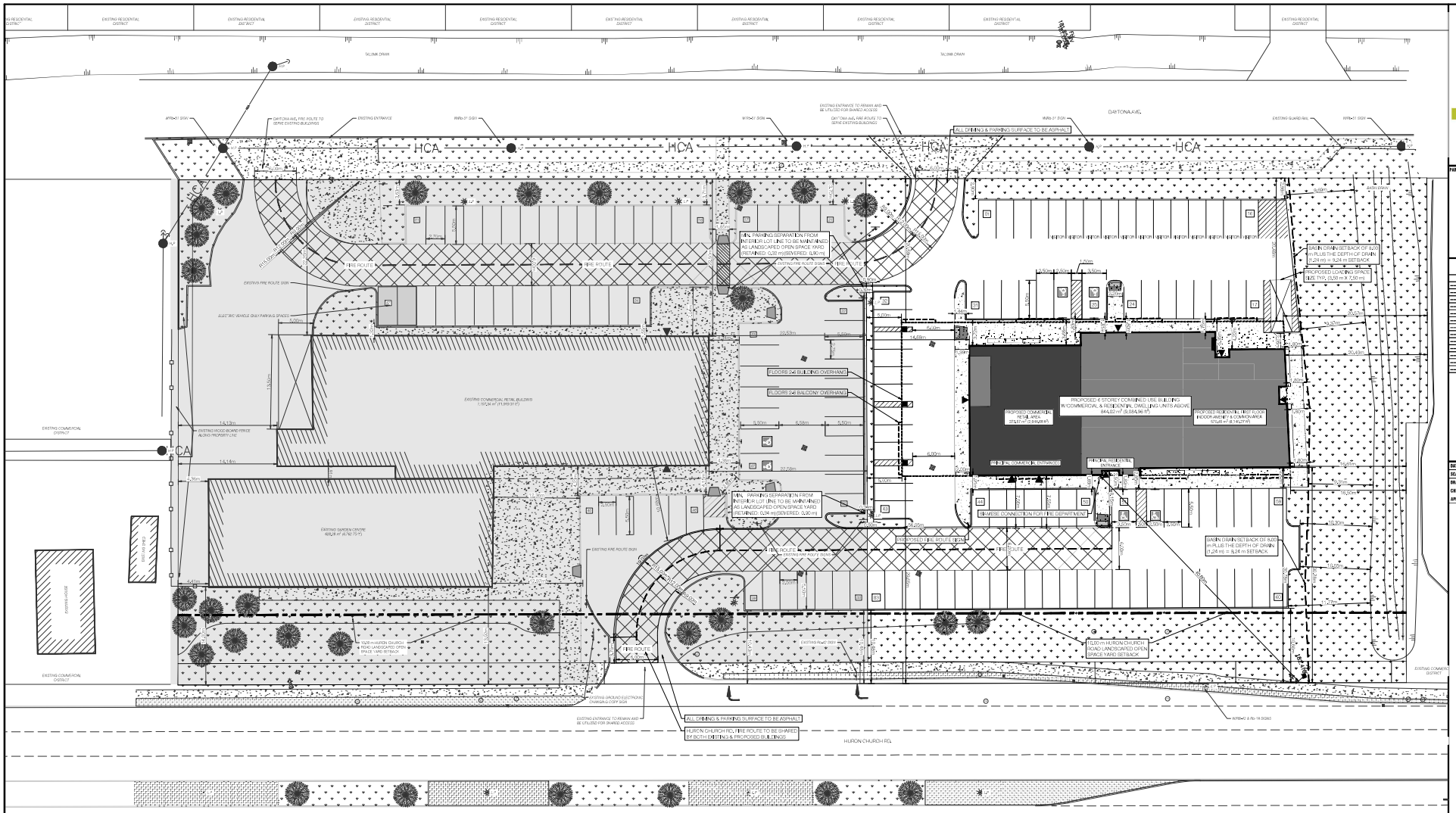
(m) Describe areas of compliance and non-compliance with the Zoning By-law.

Planner's Certificate:

I hereby certify that this report was prepared by Tracey Pillon-Abbs, a Registered Professional Planner, within the meaning of the Ontario Professional Planners Institute Act, 1994.



Tracey Pillon-Abbs, RPP
Principal Planner



LOT/BUILDING INFO	
	RETAINED PARCEL
	SEVERED PARCEL
LOT AREA:	*SEVERED PARCEL: 5,670.22 m² (61,033.74 ft²), 0.57 ha, 1.40 ac)* *RETAINED PARCEL: 7,108.19 m² (76,511.81 ft²), 0.71 ha, 1.76 ac)* TOTAL LOT AREA: 12,778.48 m² (137,545.55 ft²), 1.28 ha, 3.16 ac)
BUILDING AREA:	*EXISTING BUILDINGS: 1,735.62 m² (18,682.06 ft²)* *PROPOSED BUILDING: 844.02 m² (9,084.96 ft²)* TOTAL BUILDING AREA: 2,550.19 m² (27,450.02 ft²)

BAIRD|AE architecture + engineering
27 Princess Street, Unit 102 Leamington ON N8H 2X8
1300 Provincial Road Unit 700 Windsor ON N8W 5W1
(519)434-4111 www.bairdae.ca info@bairdae.ca

PARTNER / CONSULTANTS

REVISIONS

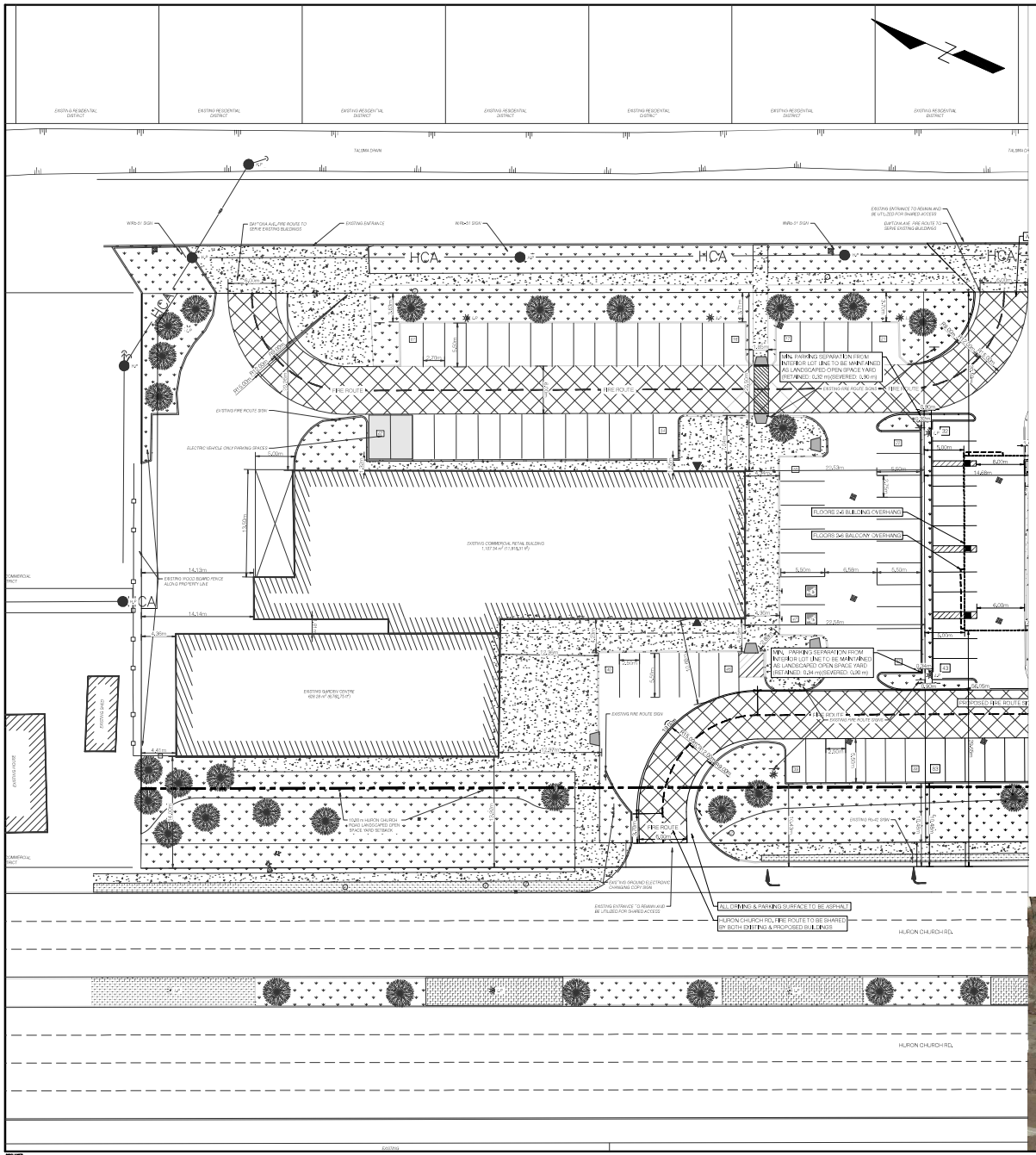
Date	Revision

DATE:	MAY 06, 2023
SCALE:	1:250
DRAWN BY:	CFS
CHECKED BY:	RP
APPROVED BY:	----

PRELIMINARY
CONSTRUCTION
RECORD

PROJECT TITLE: **FREDS FARM FRESH CONDOS**
2144 HURON CHURCH RD, CITY OF WINDSOR, ONTARIO
SHEET TITLE: **OVERALL SITE**
JOB NUMBER: 22-072
SHEET NUMBER: 01

ALL RIGHTS RESERVED
1. THIS DRAWING IS, AT ALL TIMES, THE PROPERTY OF BAIRD AE (CONSULTANT) AND IS THE COPYRIGHT OF BAIRD AE (CONSULTANT) ALL RIGHTS RESERVED.
2. THIS DRAWING IS NOT TO BE USED FOR ANY PURPOSE OTHER THAN THAT AUTHORIZED BY BAIRD AE (CONSULTANT) AND NO INFORMATION IS TO BE TAKEN FROM SCALING.
3. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND CONDITIONS ON THE JOB AND REPORT ANY DISCREPANCIES TO BAIRD AE (CONSULTANT) BEFORE PROCEEDING WITH THE WORK.
4. THIS DRAWING IS NOT TO BE USED FOR THE PURPOSES OF TENDER OR FOR CONSTRUCTION PURPOSES UNLESS SO SIGNED BY THE APPROPRIATE CONSULTANT.
5. THE CONTRACTOR SHALL CHECK AND VERIFY ALL DIMENSIONS AND CONDITIONS ON THE JOB AND REPORT ANY DISCREPANCIES TO BAIRD AE (CONSULTANT) BEFORE PROCEEDING WITH THE WORK.
6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR AND SHALL CORRECT ALL DEFICIENCIES RESULTING FROM THE WORK OF THIS CONTRACT OR THAT OF SUBCONTRACTORS.
7. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL CONSTRUCTION METHODS, TECHNIQUES, SEQUENCES AND PROCEDURES AND FOR COORDINATING ALL PORTIONS OF THE WORK UNDER THE CONTRACT.
8. THE CONTRACTOR SHALL GIVE ALL NOTICES AND COMPLY WITH ALL LAWS, ORDINANCES, RULES, REGULATIONS AND LAWFUL ORDERS OF ANY PUBLIC AUTHORITY BEARING ON THE PERFORMANCE OF THE WORK.
9. THE CONTRACTOR SHALL BE RESPONSIBLE FOR AND SHALL CORRECT ALL DEFICIENCIES RESULTING FROM THE WORK OF THIS CONTRACT OR THAT OF SUBCONTRACTORS.
10. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL CONSTRUCTION METHODS, TECHNIQUES, SEQUENCES AND PROCEDURES AND FOR COORDINATING ALL PORTIONS OF THE WORK UNDER THE CONTRACT.
11. THE CONTRACTOR SHALL GIVE ALL NOTICES AND COMPLY WITH ALL LAWS, ORDINANCES, RULES, REGULATIONS AND LAWFUL ORDERS OF ANY PUBLIC AUTHORITY BEARING ON THE PERFORMANCE OF THE WORK.

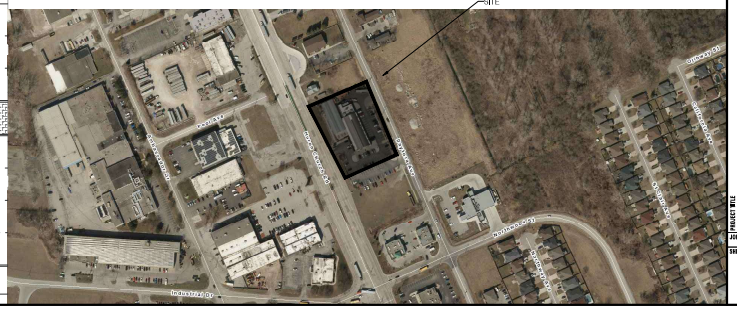


LEGEND

	EXISTING NUMBERED PARKING SPACES
	PROPOSED NUMBERED PARKING SPACES
	PARKING/ROAD SIGN
	ACCESSIBLE SPACE SYMBOL
	BICYCLE PARKING SPACE SIZE TYP. (0.60 m X 2.20 m)
	CURB CUT
	EXISTING FIRE HYDRANT
WV	EXISTING WATER VALVE
	PROPOSED BUILDING ENTRANCE
	PROPOSED OVERHEAD DOOR
	FLOORS 2-6 BUILDING OVERHANG
	FLOORS 2-6 BALCONY OVERHANG
	EXISTING BUILDING
	PROPOSED RESIDENTIAL GROUND FLOOR
	PROPOSED COMMERCIAL RETAIL GROUND FLOOR
	LANDSCAPE OPEN SPACE
	SIDEWALK/CONCRETE
	FIRE ROUTE
	EXISTING TREE
	EXISTING LIGHT POLE (LP)
	EXISTING HYDRO POLE (HP)
	GUY WIRE
	EXISTING CATCH BASIN
UTIL MH	EXISTING UTILITY MANHOLE
STM	EXISTING STORM MANHOLE
SAN	EXISTING SANITARY MANHOLE
	PROPOSED SUPPORT COLUMN FOR CANTILEVERED FLOORS
HCA	EXISTING HYDRO CABLE
	EXISTING WOODEN BOARD FENCE
	PROPERTY LINE
	DRAIN SETBACK
	10.00 m HURON CHURCH ROAD LANDSCAPED OPEN SPACE YARD SETBACK

NOTES:
1. ALL FIRE DEPARTMENT SIGNAGE TO BE COMPLETED AFTER CONSTRUCTION IN COORDINATION WITH FIRE DEPARTMENT.
2. FIRE ROUTE TO BE IN COMPLIANCE WITH OBC REQUIREMENTS.
3. ALL ACCESSIBLE PARKING SPACES TO HAVE RB-93 SIGNS INSTALLED (TYPE 'A' TO HAVE RB-93I SIGN INSTALLED & TYPE 'B' TO HAVE RB-93 SIGN INSTALLED).
4. PARKING AREA TO BE CLOSED IN WITH 0.150 m BARRIER CURBING.
5. GARBAGE DISPOSAL UNIT LOCATED IN NORTH-EAST REAR CORNER OF LOT FOR PICK UP.
6. ALL LIGHTING TO BE DARK SKY COMPLIANT.

KEY PLAN
1:1,750



SITE DATA:

EXISTING SITE ZONING:	COMMERCIAL DISTRICT 2.1 (CD2.1) SITE SPECIFIC EXCEPTION 278(CD2.1-S.20(1)		
PROPOSED ZONING:	COMMERCIAL DISTRICT 2.1 SITE SPECIFIC EXCEPTION XX (CD2.1-S.20(1)XX)		
EXISTING USE:	GARDEN CENTRE & RETAIL STORE, AMONGST OTHER USES PERMITTED WITHIN THE CD2.1-S.20(1)278 ZONE		
PROPOSED USE:	GARDEN CENTRE & RETAIL STORE, AMONGST OTHER USES PERMITTED WITHIN THE CD2.1-S.20.1.XX		
DESCRIPTION:	REQUIRED:	PROVIDED:	ZONING COMPLIANCE:
MIN. LOT AREA:	0.00 m² (0.00 ft²)	7,108.18 m² (76,511.81 ft²) 0.71 ha (1.76 ac)	COMPLIES
MIN. FRONTAGE:	0.00 m (0.00 ft)	98.62 m (323.56 ft)	COMPLIES
MAX. BUILDING HEIGHT:	14.00 m (45.93 ft)	≤ 14.00 m (45.93 ft) EXISTING	COMPLIES
MIN. FRONT YARD SETBACK (WEST):	0.00 m (0.00 ft)	13.92 m (45.67 ft) EXISTING	COMPLIES
MIN. INTERIOR YARD SETBACK (SOUTH):	0.00 m (0.00 ft)	22.53 m (73.92 ft)	COMPLIES
MIN. REAR YARD SETBACK (EAST)	0.00 m (0.00 ft)	22.26 m (73.03 ft) EXISTING	COMPLIES
MIN. INTERIOR YARD SETBACK (NORTH):	0.00 m (0.00 ft)	4.36 m (14.30 ft) EXISTING	COMPLIES
MIN. HURON CHURCH ROAD LANDSCAPED OPEN SPACE YARD:	10.00 m (32.81 ft)	10.43 m (34.22 ft) EXISTING	COMPLIES
MIN. PARKING SEPARATION FROM INTERIOR LOT LINE TO BE MAINTAINED AS LANDSCAPED OPEN SPACE YARD:	0.90 m (2.95 ft)	0.32 m (1.05 ft)	RELIEF REQUESTED
LOT COVERAGE:	0.00% MAX.	24.42% (1,735.62 m², 18,682.06 ft²)	COMPLIES
COMMERCIAL PARKING CALCULATED BASED ON GFA (GARDEN CENTRE):	1 SPACE PER 22.50 m² (242.19 ft²) OF GFA; 628.28 m² (6,762.75 ft²) = 27 SPACES	27	COMPLIES
COMMERCIAL PARKING CALCULATED BASED ON GFA (RETAIL STORE):	1 SPACE PER 22.50 m² (242.19 ft²) OF GFA; 1,107.34 m² (11,919.31 ft²) = 49 SPACES	40	RELIEF REQUESTED
ACCESSIBLE PARKING (INCLUDED IN TOTAL PARKING NUMBER CALCULATIONS):	BOTH TYPE 'A' & TYPE 'B' SPACES ARE TO BE 3% OF TOTAL PARKING COUNT, 60 TOTAL SPACES = 2 TYPE 'A' & 2 TYPE 'B' SPACES	1 TYPE 'A' & 1 TYPE 'B' EXISTING	COMPLIES
BICYCLE PARKING:	WHEN 20 OR MORE TOTAL PARKING SPACES THERE SHALL BE 2 BICYCLE SPACES FOR THE FIRST 19 PARKING SPACES, PLUS 1 BICYCLE SPACE FOR EACH ADDITIONAL 20 PARKING SPACES. 60 PARKING SPACES = 5 BICYCLE SPACES	0 SPACES	RELIEF REQUESTED
LOADING SPACES:	FOR ANY NON-RESIDENTIAL BUILDING WITH GFA OF 275 m² TO 2,500 m² 1 LOADING SPACE. EXISTING BUILDING AREA OF 1,706.17 m² = 1 SPACE	1 SPACE	COMPLIES
LOT/BUILDING INFO:			
LOT AREA:	RETAINED PARCEL: 7,108.18 m² (76,511.81 ft², 0.71 ha, 1.76 ac)		
BUILDING AREA:	EXISTING BUILDING AREA: 1,735.62 m² (18,682.06 ft²)		
INDOOR GROSS FLOOR AREA (GFA):	*RETAIL STORE: 1,107.34 m² (11,919.31 ft²)* *GARDEN CENTRE: 628.28 m² (6,762.75 ft²)* TOTAL BUILDING GFA: 1,735.62 m² (18,682.06 ft²)		
TOTAL UNITS:	1 COMMERCIAL (RETAIL & GARDEN CENTRE UNIT)		
HEIGHT OF BUILDING/ NUMBER OF STOREYS:	2 SINGLE STOREY BUILDINGS @ MAX 14.00 m (45.93 ft)		
TOTAL PARKING SPACES:	67 TOTAL SPACES (2 ACCESSIBLE SPACES & 65 STANDARD SPACES)		
BUILDING USE, OCCUPANCY, & CLASSIFICATION:	EXISTING		

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PARTNER / CONSULTANTS

REVISIONS

Date	Revision

DATE:	MAY 06, 2023
SCALE:	1:250
DRAWN BY:	CFS
CHECKED BY:	RP
APPROVED BY:	----

PRELIMINARY
CONSTRUCTION
RECORD

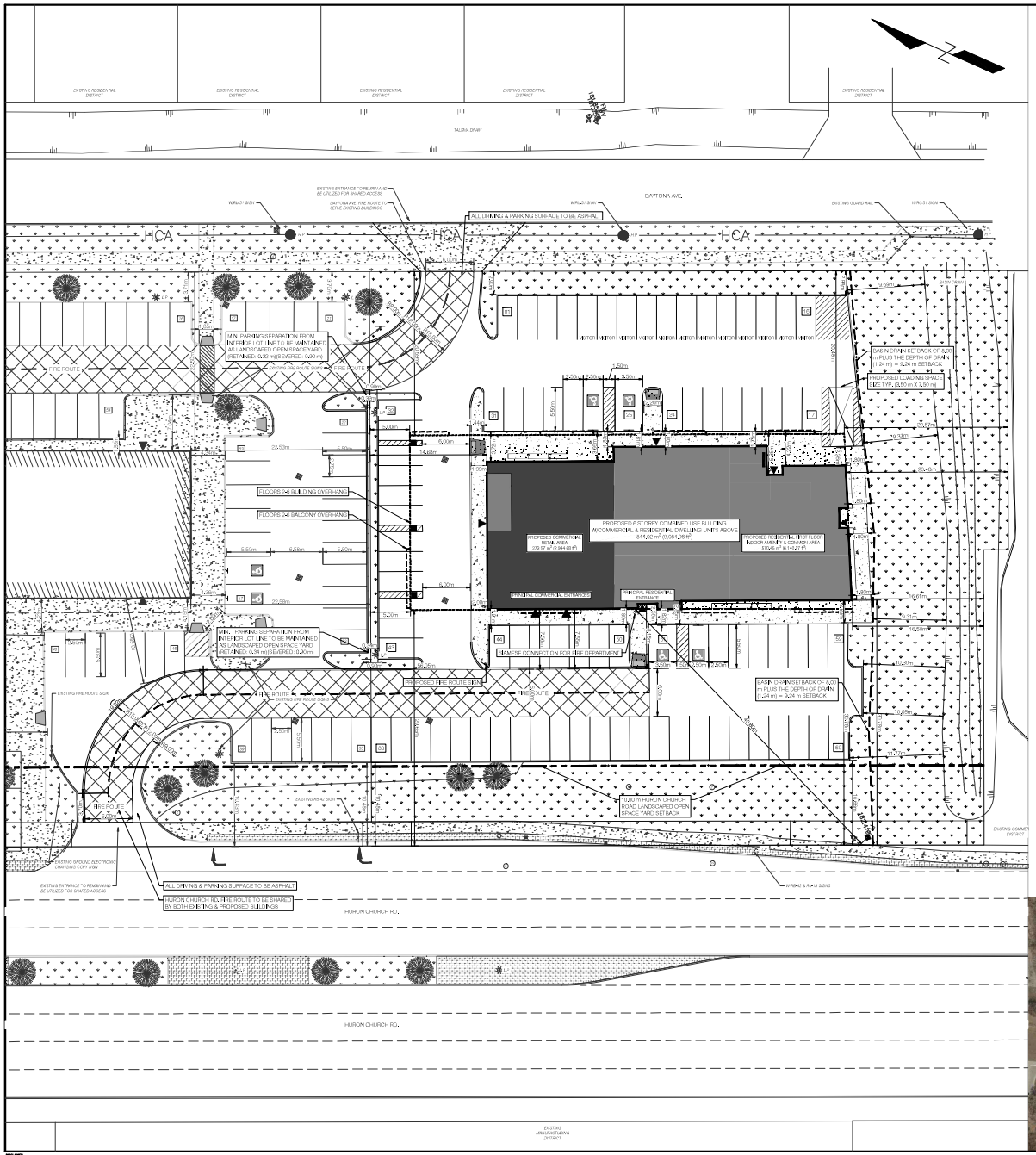
PROJECT TITLE
FREDS FARM FRESH CONDOS
2144 HURON CHURCH RD, CITY OF WINDSOR, ONTARIO

SHEET TITLE
CONCEPT SITE PLAN - RETAINED PARCEL

JOB NUMBER
22-072

SHEET NUMBER
02

DISCLAIMER
1. THIS DRAWING IS TO BE READ IN CONJUNCTION WITH ALL OTHER CONTRACT DOCUMENTS.
2. THIS DRAWING AND DESIGN ARE, AND SHALL REMAIN THE PROPERTY OF BAIRD AE. UNAUTHORIZED USE OF THIS DRAWING AND DESIGN IS PROHIBITED.
3. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS ON THE JOB AND REPORT ANY DISCREPANCIES TO THE ARCHITECT BEFORE COMMENCING WORK. DO NOT SCALE DRAWINGS.
4. THE CONTRACTOR IS RESPONSIBLE FOR THE CONSTRUCTION METHODS, TECHNIQUES, SEQUENCES AND PROCEDURES AND FOR COORDINATING ALL PORTIONS OF THE WORK UNDER THE CONTRACT.
5. THE CONTRACTOR SHALL REVIEW ALL SHOP DRAWINGS PRIOR TO SUBMISSION TO THE ARCHITECT. BY APPROVING AND SUBMITTING SHOP DRAWINGS, THE CONTRACTOR REPRESENTS THAT THE CONTRACTOR HAS DETERMINED AND VERIFIED ALL MATERIALS, FIELD MEASUREMENTS AND FIELD CONSTRUCTION CRITERIA RELATED THEREIN, OR WILL DO SO, AND THAT THE CONTRACTOR HAS CHECKED AND COORDINATED THE INFORMATION CONTAINED WITHIN SUCH SHOP DRAWINGS WITH THE REQUIREMENTS OF THE WORK AND OF THE CONTRACT DOCUMENTS.
6. THE CONTRACTOR'S RESPONSIBILITY FOR ERRORS AND OMISSIONS IN SUBMISSION OF SHOP DRAWINGS IS NOT RELIEVED BY THE ARCHITECT'S REVIEW OF THEM.
7. THE CONTRACTOR SHALL PERFORM NO PORTION OF THE WORK REQUIRING SHOP DRAWINGS OR SAMPLES UNTIL THE RESPECTIVE SHOP DRAWINGS OR SAMPLES HAVE BEEN REVIEWED BY THE ARCHITECT.
8. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE DELIVERY FOR PROCESSING AND COORDINATION OF SHOP DRAWINGS, SAMPLES, AND SIMILAR SUBMITTALS, AND THE REVIEW OF EACH SUCH SUBMITTAL SHALL BE PERFORMED WITH REASONABLE PROMPTNESS AND IN SUCH SEQUENCE AS TO CAUSE NO DELAY IN THE WORK OR IN THE WORK OF OTHER CONTRACTORS.
9. ALL CONSTRUCTION MUST CONFORM WITH ONTARIO BUILDING CODE AND ALL OTHER APPLICABLE CODES AND REGULATIONS. ANY CODE VIOLATIONS OR VARIANCES RESULTING FROM THESE PLANS SHALL BE THE RESPONSIBILITY AND BEAR COSTS FOR ANY CORRECTIONS OR VARIANCE RESULTING FROM THESE PLANS.



LEGEND

	EXISTING NUMBERED PARKING SPACES
	PROPOSED NUMBERED PARKING SPACES
	PARKING/ROAD SIGN
	ACCESSIBLE SPACE SYMBOL
	BICYCLE PARKING SPACE SIZE TYP. (0.60 m X 2.50 m)
	CURB CUT
	EXISTING FIRE HYDRANT
WV	EXISTING WATER VALVE
	PROPOSED BUILDING ENTRANCE
	PROPOSED OVERHEAD DOOR
	FLOORS 2-6 BUILDING OVERHANG
	FLOORS 2-6 BALCONY OVERHANG
	EXISTING BUILDING
	PROPOSED RESIDENTIAL GROUND FLOOR
	PROPOSED COMMERCIAL RETAIL GROUND FLOOR
	LANDSCAPE OPEN SPACE
	SIDEWALK/CONCRETE
	FIRE ROUTE
	EXISTING TREE
	EXISTING LIGHT POLE (LP)
	EXISTING HYDRO POLE (HP)
	GUY WIRE
	EXISTING CATCH BASIN
UTIL	EXISTING UTILITY MANHOLE
STM	EXISTING STORM MANHOLE
SAN	EXISTING SANITARY MANHOLE
	PROPOSED SUPPORT COLUMN FOR CANTILEVERED FLOORS
HCA	EXISTING HYDRO CABLE
	EXISTING WOODEN BOARD FENCE
	PROPERTY LINE
	DRAIN SETBACK
	10.20 m HURON CHURCH ROAD LANDSCAPED OPEN SPACE YARD SETBACK

NOTES:
1. BUILDING TO BE SPRINKLERED.
2. ALL FIRE DEPARTMENT SIGNAGE TO BE COMPLETED AFTER CONSTRUCTION IN COORDINATION WITH FIRE DEPARTMENT.
3. FIRE ROUTE TO BE IN COMPLIANCE WITH OBC REQUIREMENTS.
4. ALL ACCESSIBLE PARKING SPACES TO HAVE RB-93 SIGNS INSTALLED (TYPE 'A' TO HAVE RB-93I SIGN INSTALLED & TYPE 'B' TO HAVE RB-93 SIGN INSTALLED).
5. PARKING AREA TO BE CLOSED IN WITH 0.150 m BARRIER CURBING.
6. GARBAGE DISPOSAL UNIT LOCATED WITHIN THE BUILDING, TO BE ROLLED OUT TO LOADING AREAS FOR PRIVATE SERVICE PICK UP.
7. ALL LIGHTING TO BE DARK SKY COMPLIANT.

KEY PLAN
1:1,750



SITE DATA:

EXISTING SITE ZONING:	COMMERCIAL DISTRICT 2.1 (CD2.1) SITE SPECIFIC EXCEPTION (CD2.1-S.20(1)278)		
PROPOSED SITE ZONING:	COMMERCIAL DISTRICT 2.2 (CD2.2) SITE SPECIFIC EXCEPTION XX(CD2.2-S.20(1)XX)		
PERMITTED USE:	DWELLING UNITS IN A COMBINED USE BUILDING WITH RETAIL STORE ON THE MAIN FLOOR, AMONGST OTHER USES PERMITTED WITHIN THE CD2.2-S.20(1)XX ZONE		
PROPOSED USE:	DWELLING UNITS IN A COMBINED USE BUILDING		
DESCRIPTION:	REQUIRED:	PROVIDED:	ZONING COMPLIANCE:
MIN. LOT AREA:	0.00 m² (0.00 ft²)	5,670.22 m² (61,033.74 ft²) 0.57 ha (1.40 ac)	COMPLIES
MIN. FRONTAGE:	0.00 m (0.00 ft)	77.00 m (252.62 ft)	COMPLIES
MAX. BUILDING HEIGHT:	14.00 m (45.93 ft)	20.12 m (66.00 ft)	RELIEF REQUESTED
MIN. FRONT YARD SETBACK (WEST):	0.00 m (0.00 ft)	29.65 m (97.28 ft)	COMPLIES
MIN. INTERIOR YARD SETBACK (SOUTH):	0.00 m (0.00 ft)	16.61 m (54.49 ft)	COMPLIES
MIN. REAR YARD SETBACK (EAST)	0.00 m (0.00 ft)	20.48 m (67.19 ft)	COMPLIES
MIN. INTERIOR YARD SETBACK (NORTH):	0.00 m (0.00 ft)	5.00 m (16.40 ft)	COMPLIES
MIN. HURON CHURCH ROAD LANDSCAPED OPEN SPACE YARD:	10.00 m (32.81 ft)	10.48 m (34.38 ft)	COMPLIES
MIN. PARKING SEPARATION FROM INTERIOR LOT LINE TO BE MAINTAINED AS LANDSCAPED OPEN SPACE YARD:	0.90 m (2.95 ft)	0.90 m (2.95 ft)	COMPLIES
MIN. PARKING SEPARATION FROM ANY OTHER STREET:	3.00 m (9.84 ft)	2.90 m (9.51 ft)	RELIEF REQUESTED
MAX LOT COVERAGE:	N/A	21.33%	COMPLIES
AMENITY AREA:	12.00 m² (129.17 ft²) PER DWELLING UNIT; 58 DWELLING UNITS = 696.00 m² (7,491.88 ft²)	*INDOOR AMENITY AREA: 213.40 m² (2,297.02 ft²)* *OUTDOOR LANDSCAPE OPEN SPACE: 1,542.35 m² (16,612.59 ft²)* TOTAL AMENITY AREA: 1,756.76 m² (18,909.61 ft²) = 30.29 m² (322.06 ft²) PER DWELLING UNIT	COMPLIES
RESIDENTIAL PARKING CALCULATED BASED ON DWELLING UNITS:	MULTIPLE DWELLING CONTAINING A MIN. OF 5 DWELLING UNITS 1.25 SPACES PER DWELLING UNIT; 58 DWELLING UNITS = 72 SPACES	1.23 SPACES PER DWELLING UNIT; 58 DWELLING UNITS = 71 SPACES	RELIEF REQUESTED
COMMERCIAL RETAIL PARKING CALCULATED BASED ON GFA:	1 SPACES PER 22.5 m² (242.19 ft²) OF COMMERCIAL RETAIL GFA; 273.57 m² (2,944.68 ft²) GFA = 12 SPACES	12	COMPLIES
ACCESSIBLE PARKING (INCLUDED IN TOTAL PARKING NUMBER CALCULATIONS):	BOTH TYPE 'A' & TYPE 'B' SPACES ARE TO BE 2% OF TOTAL PARKING COUNT; 77 TOTAL SPACES = 2 TYPE 'A' & 2 TYPE 'B' SPACES	2 TYPE 'A' 2 TYPE 'B'	COMPLIES
VISITOR PARKING:	MIN OF 15% OF PARKING SPACES SHALL BE MARKED FOR VISITOR PARKING = 12 SPACES	12 SPACES	COMPLIES
BICYCLE PARKING:	WHEN 20 OR MORE TOTAL PARKING SPACES THERE SHALL BE 2 BICYCLE SPACES FOR THE FIRST 19 PARKING SPACES PLUS 1 BICYCLE SPACE FOR EACH ADDITIONAL 20 PARKING SPACES; 83 PARKING SPACES = 6 BICYCLE SPACES	6 SPACES	COMPLIES
LOADING SPACES:	FOR A MULTIPLE DWELLING WITH 9 OR MORE UNITS THAT HAS A GFA OF 1,000 m² TO 7,500 m² = 1 SPACE	1 SPACE FOR 6,984.54 m² (75,180.99 ft²) RESIDENTIAL GFA	COMPLIES
LOT/BUILDING INFO:			
LOT AREA:	SEVERED PARCEL: 5,670.22 m² (61,033.74 ft², 0.57 ha, 1.40 ac)		
BUILDING AREA:	PROPOSED BUILDING AREA: 844.02 m² (9,084.96 ft²)		
INDOOR GROSS FLOOR AREA (GFA):	*COMMERCIAL (FLOOR 1): 273.57 m² (2,944.68 ft²)* *RESIDENTIAL DWELLING UNITS (FLOORS 2-6): 4,853.65 m² (52,244.25 ft²)* *AMENITY & COMMON AREA (FLOOR 1): 570.45 m² (6,140.28 ft²)* *AMENITY & COMMON AREA (FLOORS 2-6): 675.13 m² (7,267.04 ft²)* TOTAL GFA: 6,372.80 m² (68,596.25 ft²)		
TOTAL UNITS:	58 RESIDENTIAL DWELLING UNITS & 2 COMMERCIAL RETAIL UNITS		
HEIGHT OF BUILDING/ NUMBER OF STOREYS:	6 STOREYS @ 20.12 m (66.00 ft)		
CONCRETE CURBING LENGTH:	421.77 m (1,383.76 ft)		
TOTAL PARKING SPACES:	83 TOTAL SPACES (4 ACCESSIBLE SPACES, 12 VISITOR SPACES, & 67 STANDARD SPACES)		
BUILDING USE, OCCUPANCY, & CLASSIFICATION:	RESIDENTIAL GROUP 'C' & MERCANTILE 'E' MINOR OCCUPANCY FOR COMMERCIAL; 3.2.2.43 GROUP 'C', UP TO 6 STOREYS, NON-COMBUSTIBLE		

BAIRD|AE architecture + engineering
27 Princess Street, Unit 102 Leamington ON N8H 2X8
1300 Provincial Road Unit 700 Windsor ON N8W 5W1
(519)434-4111 www.bairdae.ca info@bairdae.ca

PARTNER / CONSULTANTS

REVISIONS

Date	Revision

DATE:	MAY 06, 2023
SCALE:	1:250
DRAWN BY:	CPS
CHECKED BY:	RP
APPROVED BY:	----

PRELIMINARY
CONSTRUCTION
RECORD

PROJECT TITLE
FRED'S FARM FRESH CONDOS
2144 HURON CHURCH RD, CITY OF WINDSOR, ONTARIO

SHEET TITLE
CONCEPT SITE PLAN - SEVERED PARCEL

JOB NUMBER
22-072

SHEET NUMBER
03

GENERAL
1. THE DRAWINGS, N.T.S. & THE SPECIFICATIONS ARE COMPLEMENTARY. WHAT IS REQUIRED BY ONE SHALL BE AS BINDING AS IF REQUIRED BY BOTH.
2. THE CONTRACTOR MUST VERIFY ANY DIMENSIONS BEFORE PROCEEDING WITH THE WORK. ANY DISCREPANCIES OR OMISSIONS SHALL BE REPORTED TO THE ARCHITECT IMMEDIATELY.
3. THE CONTRACTOR IS RESPONSIBLE FOR THE SUPERVISION OF THE WORK AND FOR THE CONSTRUCTION METHODS USED IN THE WORK. THE ARCHITECT IS NOT RESPONSIBLE FOR CONSTRUCTION METHODS, TECHNIQUES, SEQUENCES OR PROCEDURES, OR FOR SAFETY PRECAUTIONS AND PROGRAMS IN CONNECTION WITH THE WORK.
4. THE CONTRACTOR SHALL CHECK AND BE RESPONSIBLE FOR THE ACCURACY OF ALL DIMENSIONS AND DRAWINGS PRIOR TO THE START OF ANY WORK OR SHOP DRAWINGS. THE CONTRACTOR SHALL REPORT TO THE ARCHITECT ANY DISCREPANCIES OR OMISSIONS BEFORE PROCEEDING WITH THE WORK.
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR AND SHALL CORRECT ALL DEFICIENCIES RESULTING FROM THE WORK OF THE CONTRACTOR OR SUBCONTRACTORS.
6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL DAMAGES TO THE EXISTING CONDITIONS CAUSED BY THE CONTRACTOR OR SUBCONTRACTORS DURING CONSTRUCTION. REFER TO THE GENERAL NOTES TO THE ARCHITECTURAL DRAWINGS BEFORE PROCEEDING WITH THE WORK.
7. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE ACCURACY OF ALL DIMENSIONS AND DRAWINGS PRIOR TO THE START OF ANY WORK OR SHOP DRAWINGS. THE CONTRACTOR SHALL REPORT TO THE ARCHITECTURAL CONSULTANT ANY DISCREPANCIES OR OMISSIONS BEFORE PROCEEDING WITH THE WORK.
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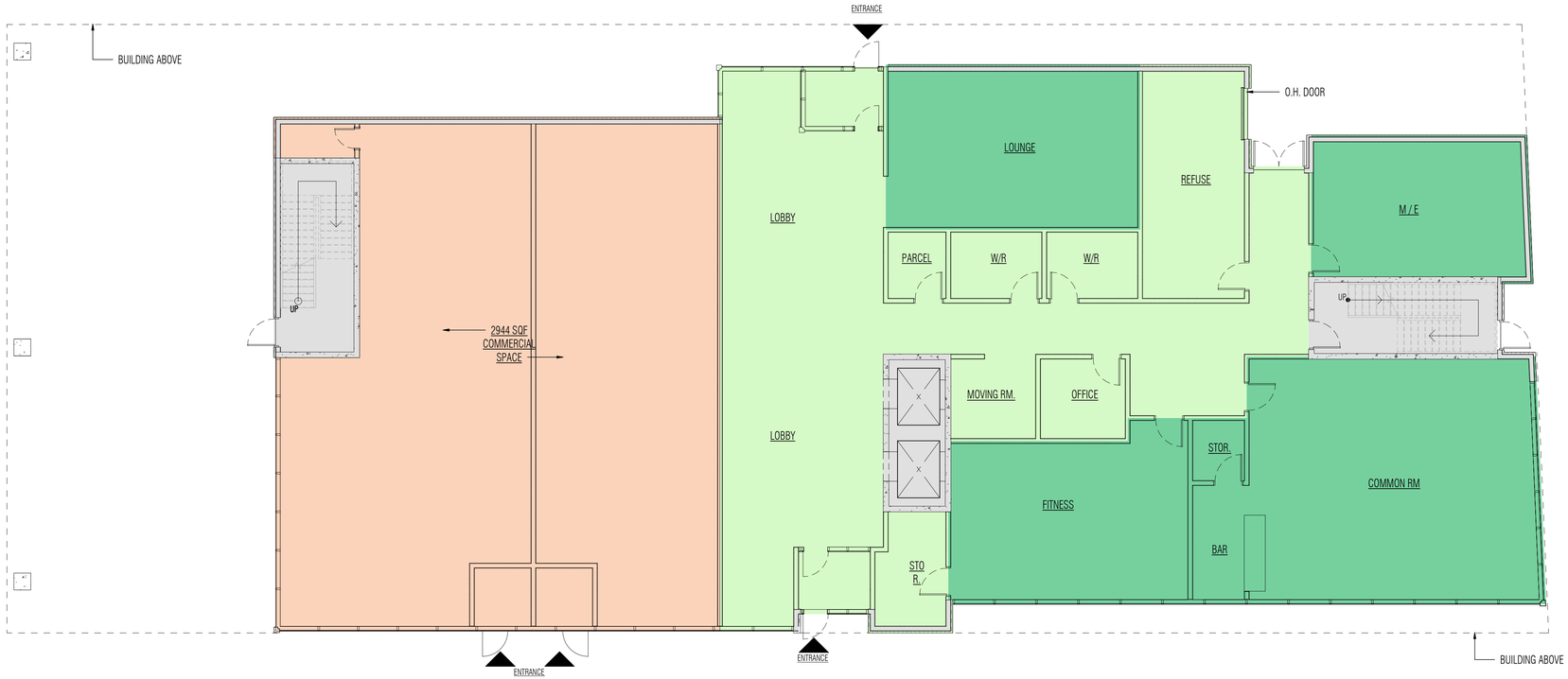

LEGEND
COMMON AREA
AMENITY AREA
1 BEDROOM SUITES
2 BEDRROM SUITES
COMMERCIAL AREA

FIRST FLOOR PLAN
SCALE: 1/8"=1'-0"

BAIRD|AE
architecture + engineering
27 Princess Street, Unit 102 Leamington ON N8H 2X8
1350 Provincial Road, Unit 700 Windsor ON N8W 5W1
519-326-6161 www.bairdae.ca info@bairdae.ca

PARTNER / CONSULTANTS

SUBMISSION RECORD

NO.	DESCRIPTION	DATE

NO.	DESCRIPTION	DATE

REVISIONS

SEAL

Drawn by: MK ☐ PRELIMINARY
Checked by: PW ☐ CONSTRUCTION
Approved by: PW ☐ RECORD

PROJECT TITLE
FRED'S FARM FRESH CONDOS
2144 HURON CHUCH RD.

SHEET TITLE
FIRST FLOOR PLAN

JOB NUMBER 22-072

SHEET NUMBER
A101

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LEGEND
COMMON AREA
AMENITY AREA
1 BEDROOM SUITES
2 BEDRROM SUITES
COMMERCIAL AREA

2ND - 4TH FLOOR PLAN

SCALE: 1/8"=1'-0"

BAIRD|AE
architecture + engineering
27 Princess Street, Unit 102 Leamington ON N8H 2X8
1350 Provincial Road, Unit 700 Windsor ON N8W 5W1
519-326-6161 www.bairdae.ca info@bairdae.ca

PARTNER / CONSULTANTS

SUBMISSION RECORD

NO.	DESCRIPTION	DATE

NO.	DESCRIPTION	DATE

REVISIONS

SEAL

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Checked by: PW ☐ CONSTRUCTION
Approved by: PW ☐ RECORD

PROJECT TITLE
FRED'S FARM FRESH CONDOS
2144 HURON CHUCH RD.

SHEET TITLE
SECOND - FOURTH FLOOR PLAN

JOB NUMBER 22-072

SHEET NUMBER
A102

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5TH - 6TH FLOOR PLAN

SCALE: 1/8"=1'-0"

BAIRD|AE
architecture + engineering
27 Princess Street, Unit 102 Leamington ON N8H 2X8
1350 Provincial Road, Unit 700 Windsor ON N8W 5W1
519-326-6161 www.bairdae.ca info@bairdae.ca

PARTNER / CONSULTANTS

SUBMISSION RECORD

NO.	DESCRIPTION	DATE

NO.	DESCRIPTION	DATE
	REVISIONS	

SEAL

Drawn by: MK ☐ PRELIMINARY
Checked by: PW ☐ CONSTRUCTION
Approved by: PW ☐ RECORD

PROJECT TITLE
FRED'S FARM FRESH CONDOS
2144 HURON CHUCH RD.

SHEET TITLE
FITFTH - SIXTH FLOOR PLAN

JOB NUMBER 22-072

SHEET NUMBER
A103

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WEST-ELEVATION
SCALE: 1/8" = 1'-0"

BAIRD|AE
architecture + engineering
27 Princess Street, Unit 102 Leamington ON N8H 2X8
1350 Provincial Road, Unit 700 Windsor ON N8W 5W1
519-326-6161 www.bairdae.ca info@bairdae.ca

PARTNER / CONSULTANTS

SUBMISSION RECORD

NO.	DESCRIPTION	DATE

NO.	DESCRIPTION	DATE

REVISIONS

SEAL

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Checked by: PW ☐ CONSTRUCTION
Approved by: PW ☐ RECORD

PROJECT TITLE
FRED'S FARM FRESH CONDOS
2144 HURON CHUCH RD.

SHEET TITLE
WEST ELEVATION

JOB NUMBER 22-072

SHEET NUMBER
A104

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EAST-ELEVATION
SCALE: 1/8" = 1'-0"

BAIRD|AE
architecture + engineering
27 Princess Street, Unit 102 Leamington ON N8H 2X8
1350 Provincial Road, Unit 700 Windsor ON N8W 5W1
519-326-6161 www.bairdae.ca info@bairdae.ca

PARTNER / CONSULTANTS

SUBMISSION RECORD

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REVISIONS

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Checked by: PW ☐ CONSTRUCTION
Approved by: PW ☐ RECORD

PROJECT TITLE
FRED'S FARM FRESH CONDOS
2144 HURON CHUCH RD.

SHEET TITLE
EAST ELEVATION

JOB NUMBER 22-072

SHEET NUMBER
A105

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SOUTH-ELEVATION
SCALE: 1/8" = 1'-0"

BAIRD|AE
architecture + engineering
27 Princess Street, Unit 102 Leamington ON N8H 2X8
1350 Provincial Road, Unit 700 Windsor ON N8W 5W1
519-326-6161 www.bairdae.ca info@bairdae.ca

PARTNER / CONSULTANTS

SUBMISSION RECORD

NO.	DESCRIPTION	DATE

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REVISIONS

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PROJECT TITLE
FRED'S FARM FRESH CONDOS
2144 HURON CHUCH RD.

SHEET TITLE
SOUTH ELEVATION

JOB NUMBER 22-072

SHEET NUMBER
A106

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NORTH-ELEVATION
SCALE: 1/8" = 1'-0"

BAIRD|AE
architecture + engineering
27 Princess Street, Unit 102 Leamington ON N8H 2X8
1350 Provincial Road, Unit 700 Windsor ON N8W 5W1
519-326-6161 www.bairdae.ca info@bairdae.ca

PARTNER / CONSULTANTS

SUBMISSION RECORD

NO.	DESCRIPTION	DATE

NO.	DESCRIPTION	DATE

REVISIONS

SEAL

Drawn by: MK ☐ PRELIMINARY
Checked by: PW ☐ CONSTRUCTION
Approved by: PW ☐ RECORD

PROJECT TITLE
FRED'S FARM FRESH CONDOS
2144 HURON CHUCH RD.

SHEET TITLE
NORTH ELEVATION

JOB NUMBER 22-072

SHEET NUMBER
A107

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APPENDIX D – CONSULTATION

CANADA POST – Bruno Desando - bruno.desando@canadapost.ca

This development, as described, falls within our centralized mail policy. I will specify the condition which I request to be added for Canada Post Corporation's purposes.

Canada Post's multi-unit policy, which requires that the owner/developer provide the centralized mail facility (front loading lockbox assembly or rear-loading mailroom [mandatory for 100 units or more]), at their own expense, will be in effect for buildings and complexes with a common lobby, common indoor or sheltered space. Should the description of the project change, I would appreciate an update to assess the impact of the change on mail service. If you have any questions or concerns regarding these conditions, please contact me. I appreciate the opportunity to comment on this project.

Lock-Box Assembly Requirements - The Canada Post Standards Manual for Builders & Developers can be downloaded at:
https://www.canadapost.ca/cpo/mc/assets/pdf/business/standardsmanual_en.pdf

Compartments Size - Horizontal lock-box models used in mailrooms must have the following minimums:

- o Residential compartments must be at least 12.5 x 13.5 cm
- o Commercial compartments at least 13.5 x 30.5 cm
- o Parcel compartments at least 30.5 x 30.5 cm

Vertical lock-box models must have min comp size of 25 x 12.5 cm. (Most models are 40 x 12.7 cm)

Heights - All lock-box assemblies must be installed in a manner that will not require the delivery employee to reach higher than 170cm or lower than 45cm when delivering to the equipment. With respect to horizontal lock-boxes, the limits above will likely mean that maximum number of compartments that can be included in each column of residential compartments would be eight

Rear-loading Lock-boxes - Projects with more than 100 units are required to be serviced via a rear-loading lock-box assembly. There must be a width of at least 100cm of working space from the back of the boxes to the wall. A ledge under the bottom row of boxes is also recommended in rear-loading designs. This ledge is to be directly under the bottom row of boxes (no space between ledge and bottom of boxes) and must stick out at least 20cm from the back of the boxes. Mailroom door is required to provide a minimum 81cm opening. Lighting should be at least 100 lux (measured 75 cm from floor)

Access - All buildings where the lock-boxes are required to be serviced from inside the building are required to install a Canada Post Crown lock in the building intercom. The intercom is prefabricated with an internal housing for the lock. The lock can be obtained from the local deliver supervisor. If the building has more than 100 units, a rear-loading lock-box assembly will be installed. The door to the Canada Post delivery area must be fitted with a specific model of deadbolt. This is because Canada Post will supply a key cylinder made specifically for the Canada Post key that will fit inside the deadbolt purchased by the developer.

Numbering - Compartments should be numbered vertically and left to right on the delivery side of the boxes.

Grade-level Components - If the development includes grade level retail or residential units, please take note that door-to-door delivery will not be provided to these units. Canada Post is happy to install a Community Mailbox to provide service to these units. Please coordinate a location with the Canada Post Delivery Planner for the area. If there is no room on the property for the Community Mailbox, service can be provided via another Community Mailbox in the area. Options to service the units from the tower (lobby) lock-boxes or via a front-loading lock box erected on the outside of the building can also be discussed with the Delivery Planner.

CITY OF WINDSOR – ENGINEERING DEVELOPMENT & ROW – Juan Paramo - Revised 2024 Mar 25

The Engineering Development & ROW departments have conducted a preliminary review of the supporting documents pertaining to the subject application and have the following comments:

Sanitary and Storm Sewers - A Functional Servicing Study, dated May 2023 and revised December 2023 by Baird AE, has been received and reviewed. The applicant's consultant has confirmed that the existing 250mm PVC sanitary sewer on Daytona Avenue and the existing 675mm RCP storm sewer on Huron Church Road will effectively accommodate the site's sewer servicing needs. The study demonstrates that both the municipal storm and sanitary sewers have adequate capacity, and no adverse impacts are expected on the surrounding areas because of the proposed development.

The Functional Servicing Study has been deemed acceptable, and the proposed servicing strategy is supported by the Engineering Development department.

The proponent will be required to use existing connections to municipal sewer where feasible. Any redundant connections shall be abandoned in accordance with the City of Windsor Engineering Best Practice B.P 1.3.3. All private storm and sanitary sewers must be located within private property. If a sanitary sampling manhole is not already in place, one may be required for any sanitary connection at the property line, to the satisfaction of the City Engineer.

The applicant will be required to submit, prior to the issuance of building permits, a stormwater management plan in accordance with Windsor Essex Region Stormwater Management Standards Manual, restricting stormwater runoff to pre development levels.

The submission for a stormwater management plan will include, at a minimum:

a. Submission of stormwater management review fee,
b. Stormwater management report stamped by a professional engineer.
c. Stormwater management check list (see link below)
d. Site servicing drawings stamped by a professional engineer.

Submission of a stormwater management report alone will be deemed incomplete, unless accompanied by the additional requirements specified above. Please visit the City of

Windsor Website and the ERCA Website for additional information on stormwater management requirements.

Municipal Drains - The Janisse Drain is a municipal drain with by-laws and governed under the Drainage Act. The municipal drain currently runs through the subject property, along the southern limit. The site is within the regulated area under the jurisdiction of the Essex Region Conservation Authority (ERCA). Any impact or alterations to the Janisse Drain would be subject to the provisions of the Drainage Act administered through the City of Windsor.

Right-of-Way - The Official Plan classifies Huron Church Road as a Class 1 Arterial Road with a required right-of-way width of 46 meters. While the existing right-of-way is deficient, it has been determined that no conveyance is required at this time.

In summary we have no objection to the proposed development, subject to the following requirements:

Site Plan Control Agreement – The applicant enters into an agreement with the City of Windsor for all requirements under the General Provisions of the Site Plan Control Agreement for the Engineering Department.

Reciprocal Access & Services – The owner agrees to enter into a reciprocal agreement with the abutting property owners for access and services.

ERCA Requirements – The owner(s) further agrees to follow all drainage and flood proofing recommendations of the Essex Region Conservation Authority (ERCA) may have with respect to the subject land, based on final approval by the City Engineer. If applicable, the Owner will obtain all necessary permits from ERCA with respect to the drainage works on the subject lands.

Drain Easement – Prior to the issuance of a construction permit, the owner shall gratuitously grant a 6m easement along the south property line of 2144 Huron Church Rd for the maintenance and improvement of the Janisse Drain.

Utility Easement – Prior to the issuance of a construction permit, the owner shall gratuitously grant a 1m utility easement along the west property line from the northern boundary of the property to the existing driveway on Huron Church Rd and a 2m utility easement along the west property line from the existing driveway on Huron Church Rd to the south property line in order to have sufficient space around the existing fire hydrants for maintenance.

If you have any further questions or concerns, please contact Andrew Boroski, Technologist II, at aboroski@citywindsor.ca

CITY OF WINDSOR - FORESTRY

City Forester - Yemi Adeyeye - There are 4 city owned trees in fair health observed on the Daytona side of this development. Please request a root zone protection plan be developed by the contractor and implemented for these trees prior to construction. The developer needs to provide a private tree inventory for this site to identify species, size, and health of existing trees.

APPENDIX D – CONSULTATION

Natural Areas - Karen Alexander - This area is Regulated Eastern Foxsnake habitat and the drain feature along the south edge of the development proposal would be considered preferred habitat with potential for use. Provided the ~9 m setback from the drain stays as planned, along with no mowing in this setback, all should be fine. I recommend requesting on-site workers receive SAR Training.

Parks - Hoda Kameli - Parks D&D has no objection.

CITY OF WINDSOR – PLANNING & DEVELOPMENT SERVICES - HERITAGE PLANNER – Kristina Tang

There is no apparent built heritage concern with this property, and it is located on an area of low archaeological potential. Nevertheless, the Applicant should be notified of the following archaeological precaution.

1. Should archaeological resources be found during grading, construction or soil removal activities, all work in the area must stop immediately and the City's Planning & Building Department, the City's Manager of Culture and Events, and the Ontario Ministry of Citizenship and Multiculturalism must be notified and confirm satisfaction of any archaeological requirements before work can recommence.
2. If human remains are encountered during grading, construction or soil removal activities, all work in that area must be stopped immediately and the site secured. The local police or coroner must be contacted to determine whether the skeletal remains are human, and whether the remains constitute a part of a crime scene. The Local police or coroner will then notify the Ontario Ministry of Citizenship and Multiculturalism and the Registrar at the Ministry of Government and Consumer Services if needed, and notification and satisfactory confirmation be given by the Ministry of Citizenship and Multiculturalism.

Contacts:

Windsor Police: 911

Windsor Planning & Building Department, 519-255-6543 x6179, ktang@citywindsor.ca, planningdept@citywindsor.ca

Windsor Manager of Culture and Events, Michelle Staadegaard, (O) 519-253-2300x2726,
(C) 519-816-0711, mstaadegaard@citywindsor.ca

Ontario Ministry of Citizenship and Multiculturalism, Archaeology Programs Unit, 1-416-212-8886, Archaeology@ontario.ca

Ontario Ministry of Government & Consumer Services, A/Registrar of Burial Sites, War Graves, Abandoned Cemeteries and Cemetery Closures, 1-416-212-7499, Crystal.Forrest@ontario.ca

CITY OF WINDSOR – PLANNING & DEVELOPMENT SERVICES - SITE PLAN CONTROL

APPENDIX D – CONSULTATION

The development proposal is subject to Site Plan Control pursuant to the Planning Act and City of Windsor By-law 1-2004. Where preceding development applications are required, inclusive of Official Plan and Zoning By-law Amendments, request for Site Plan Control Pre-Consultation Stage 1 may be made following completion of the Development and Heritage Standing Committee meeting at https://ca.cloudpermit.com/login.

CITY OF WINDSOR – PLANNING & DEVELOPMENT SERVICES - ZONING COORDINATOR– Ana Lucas

- **Current Zoning Designation:** CD2.1, S.20(1)278
- **Proposed Zoning Designation:**
    - Retained lot (north): CD2.1, S.20(1)278, with site specific requested relief.
    - Severed lot (south): CD2.2, S.20(1)278, with site specific requested relief.

Comments:

Provide lot dimensions on site plan.

Possible expansion of greenhouse as it's larger than shown on SPC-032/10 drawing.

Revise drawings to show elevation of crown of road at Huron Church Road which is defined as Grade and is used to determine building height.

Existing Outdoor Storage Yard present in the northeast corner of retained lot, blocking access area into parking area, and blocking parking spaces. No screening fence present. The items stored are not goods displayed as an accessory to retail store, but a transport trailer, shipping containers, crates, shelving etc.

A minimum of 15 percent of parking spaces provided for dwelling units shall be marked as visitor parking. Parking spaces for commercial use in a Combined Use Building don't need to be included in calculation of required visitor parking spaces.

Bicycle parking spaces not labelled on submitted drawing.

Shared access agreement required for access areas into parking area.

Indicate on drawings which parking spaces are existing and which are new.

Existing refuse bins not shown on submitted drawings.

The proposed development doesn't meet the Zoning By-law 8600 as follows:

Severed Lot:

- Maximum Building Height: (15.2.5.4)
    - 14.0 m (Required)
    - 20.12 m (Provided) – Requested in PRR
- Required Number of Parking Spaces: (24.20.5.1)
    - 84 (Required)
    - 83 (Provided) – Requested in PRR (12 Commercial, 71 Residential)
- Minimum Parking Rate for Multiple Dwelling containing a minimum of 5 Dwelling units: (24.20.5.1) (Severed lot)

- 1.25 for each dwelling unit (Required)
- 1.23 for each dwelling unit (Provided) – See above

- Minimum Parking Area Separation from a street: (25.5.20.1.2)
  - 3.00 m (Required)
  - 2.90 m (Provided) – Requested in PRR
- Minimum Parking Area Separation from a building wall in which is located a main pedestrian entrance facing the parking area: (25.5.20.1.5)
  - 2.00 m (Required)
  - 1.90 m (Provided at Retail Store entrances)
  - 1.80 m (Provided at east dwelling entrance)
- Minimum Parking Area Separation from a building wall containing a habitable room window or containing both a main pedestrian entrance and a habitable room window facing the parking area where the building is located on the same lot as the parking area: (25.5.20.1.6)
  - 4.50 m (Required)
  - 0 m (Provided)
  - Parking area separations are measured to any building wall containing a habitable room window, including windows on the 2nd floor and higher.

Retained Lot:

- Required Number of Parking Spaces: (24.20.5.1)
  - 76 (Required)
  - 67 (Provided) – Requested in PRR
- Required Number of Bicycle Parking Spaces: (24.30.1.1)
  - 5 (Required)
  - 0 (Provided)
  - 6 bicycle parking spaces were initially provided as per SPC-032/10, and visible in Google Streetview in 2012, but removed from site afterwards.
- Minimum Parking Area Separation from an interior lot line: (25.5.20.1.3)
  - 0.90 m (Required)
  - 0.32 m (Provided at south interior lot line)

CITY OF WINDSOR - TRANSIT WINDSOR – Jason Scott

Transit Windsor has no objections to this development. The closest existing transit route to this property is with the Central 3. The closest existing bus stop to this property is located on Industrial at Ambassador Southwest Corner. This bus stop is approximately 330 m away from this property falling within Transit Windsor's 400 m walking distance guidelines to a bus stop.

Transit service will be improved in this area in 2024 with the implementation of a new local route as part of Transit Windsor's City Council approved 2023 Service Plan. This route will provide direct transit service in both directions along Daytona Avenue between

Northwood Street and Totten Street. This remains consistent with Transit Windsor's City Council Approved Transit Master Plan.

CITY OF WINDSOR – TRANSPORTATION PLANNING – Clare Amicarelli

Huron Church Road is a Class I Arterial Road with a required right-of-way width of 46 meters per the Official Plan. The existing right-of-way along the frontage of the subject property is not sufficient. A 1 metre utility easement from the northern boundary of the property to the northern edge of the existing driveway is required to have sufficient space around the existing fire hydrant for maintenance. Similarly, a 2-metre utility easement from the southern boundary of the property to the southern edge of the existing driveway is required to have sufficient space around the other existing fire hydrant for maintenance.

Daytona Avenue is classified as a Local Road with a required right-of-way width of 20 meters as per the Official Plan. The current right-of-way width is sufficient; therefore, a conveyance is not required.

Transportation Planning has reviewed the Parking Justification Report submitted for the above-noted application, titled, "Fred's Farm Fresh Condos Mix-Use Development 2144 Huron Church Road Windsor, Ontario" dated May 8, 2023 with project number "22-072" reviewed by Shurjeel Tunio, P.Eng. Senior Project Manager and prepared by Nii Nartei Nartey, M.Eng. E.I.T. Junior Engineer of Baird AE and has reviewed the Traffic Impact Study submitted for the above-noted application, titled, "Fred's Farm Fresh Condos Mix-Use Development 2144 Huron Church Road Windsor, Ontario" dated May 8, 2023 with project number "22-072" by Shurjeel Tunio, P.Eng. Senior Project Manager. Below are Transportation Planning's comments on the two submissions;

- The studies submitted are the same studies submitted at Pre-Consultation PC 034-23 (STAGE 2), therefore, the comments made at Pre-Consultation are still valid and still must be addressed (please refer to Transportation Planning's comments made through PC 034-23 (STAGE 2))
- In addition, the consultant must ensure the same land use codes are used in the revised TIS and revised Parking Study.
- Extension of phase timing as a mitigation approach is proposed to improve traffic operations at the intersection of Huron Church Road and Northwood Street. The consultant is to simulate and evaluate the proposed mitigation. Also, the consultant is to consider advanced green phase for EB as another mitigation and evaluate the intersection operation under this situation.
- The consultant must submit the traffic simulation files.

All accesses shall conform to the TAC Geometric Design Guide for Canadian Roads and the City of Windsor Standard Engineering Drawings.

Reciprocal access agreement required between the owners of the retained and severed parcel to access both parking lots as proposed on the site plan.

All exterior paths of travel must meet the requirements of the Accessibility for Ontarians with Disabilities Act (AODA).

APPENDIX D – CONSULTATION

ENWIN - HYDRO ENGINEERING - Zachary Mancini

No Objection provided adequate clearances are achieved and maintained.

ENWIN has existing overhead pole lines with 27,600 volt primary, 347/600 volt secondary, and 120/240 volt secondary hydro distribution East of the development property.

Prior to working in these areas, we would suggest notifying your contractor and referring to the Occupational Health and Safety Act and Regulations for Construction Projects to confirm clearance requirements during construction.

Also, we suggest referring to the Ontario Building Code for permanent required clearances for New Building Construction.

ENWIN - WATER ENGINEERING - Bruce Ogg

Water Engineering has no objections.

ESSEX REGION CONSERVATION AUTHORITY (ERCA)

Natural Hazards and Regulatory Responsibilities Under the Conservation Authorities Act, O. Reg 686/21, PPS

The following comments reflect ERCA's role in protecting people and property from the threats of natural hazards and regulating development hazards lands under Section 28 of the *Conservation Authorities Act*.

The above noted lands are subject to our Development, Interference with Wetlands and Alteration to Shorelines and Watercourses Regulation under the *Conservation Authorities Act* (Ontario Regulation No. 158/06). The parcel falls within the regulated area of the Basin Drain. The property owner will be required to obtain a Permit from the Essex Region Conservation Authority prior to any construction or site alteration, or other activities affected by Section 28 of the *Conservation Authorities Act*.

ERCA has concerns with the potential impact to the quantity and quality of runoff in the downstream watercourse due to the proposed development on this site. ERCA recommends that both the quantity and quality of excess runoff be adequately controlled avoid any adverse impacts to the downstream watercourse. We therefore request inclusion of the following conditions in the Development Agreement:

1. That the developer undertakes an engineering analysis and implement the necessary measures to control any increases in flows to the downstream watercourse, to the satisfaction of the Municipality and the Essex Region Conservation Authority.
2. That the developer obtains the necessary approval / authorization from the Essex Region Conservation Authority prior to undertaking site alteration and/or construction activities.

APPENDIX D – CONSULTATION

We note that the proposed development will be subject to setbacks from the natural hazard on the site. Additionally, the site is within the South Cameron Secondary Planning Area and should be designed accordingly.

Final Recommendation

Our office has **no objection** to OPA 180 and ZBA 002-24. As noted above, the property owner will be required to obtain a Permit from the Essex Region Conservation Authority prior to any construction or site alteration, or other activities affected by Section 28 of the *Conservation Authorities Act*.

From: Vinay Mistry < >
Sent: Sunday, April 28, 2024 4:33 PM
To: clerks <clerks@citywindsor.ca>
Subject: File OPA/7168 & ZNG/7169

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

My submission is to understand the chances of this dwelling being converted to another hotel/motel. 2080 huron church was originally supposed to be a residential facility but is opening as a Hyatt. Request that if the zoning is changed, the City obtains commitment that the proposed building will be used as per the project plan - residential units & with 1st floor commercial space.

Thank you!

Vinay Mistry, CPA

THE CITY OF WINDSOR ONTARIO, CANADA

Committee Matters: SCM 141/2024

Subject: Sandwich Street Infrastructure Enhancement Heritage Permit (Ward 2)

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Angelo Marignani

Decision Number: **DHSC 612**

I. THAT the Heritage Permit requested by Bridging North America Constructors Canada GP (BNA), on behalf of Windsor-Detroit Bridge Authority (WDBA), **BE APPROVED** for Infrastructure Enhancements along Sandwich Street within the Sandwich Heritage Conservation District, in accordance with Appendix A-D Heritage Permit Application, subject to the following condition(s):

   a. Submission of satisfactory product details and samples to the City Planner or designate;
   b. Final locational clearance with City Administration (such as Engineering & Parks Departments, etc.);
   c. May include a listing of components that are not updated in their Heritage Permit
      - Use of Unilock Brussels Block in “Coffee Creek” colour
      - Minor relocation of bench and receptacle
      - Verification of Tree and Plant species by City of Windsor Parks Department;
   d. Coordination with any other items if approved by Council in Recommendation II; and,

II. THAT the additional heritage appropriate streetscape element(s) identified by the City **BE APPROVED** for the Sandwich Street Road Reconstruction Project to be consistent with the Sandwich Heritage Conservation District Plan in the following priority and subject to the upset limit of $390,000:

   a. Trolley Tracks embedded in the Concrete Crosswalks at intersections of Sandwich Street at Mill, Brock, and Detroit Streets
   b. Traffic Signal Poles and Arms (textured coated black)
   c. Heritage style transit shelter Daytech Bus Shelter AMF04X10N ‘Colonial”
   d. Repaint existing black coated decorative light poles; and,

III. THAT the City Planner **BE DELEGATED** the authority to approve any further changes associated with the Sandwich Street Road Reconstruction Project within the Sandwich Heritage Conservation District, including but not limited to:

   a. Further changes to the application

b. A separate future Heritage Permit submitted by the Sandwich Business Improvement Association (BIA) for a replacement Pergola, in coordination with the overall Infrastructure Upgrades; and,

Whereas on February 2, 2024, the 2024 10-year capital budget was deemed approved via Mayoral Decision MD05-2024 and subsequently Administration identified unallocated funding from the Canada Community-Building Fund, be it further resolved,

IV. THAT the City Treasurer **BE DIRECTED** to transfer up to $390,000 currently available in Canada Community-Building Fund (Fund 176) funding to Project 7152001, Cabana Road Improvements, which replaces $390,000 in existing Pay-As-You-Go (Fund 169) funding; and further,

Whereas, City Council **SUPPORTS** an expenditure of up to $390,000 as it relates to the supply and implementation of Recommendation II, be it resolved:

V. THAT the City Treasurer **BE DIRECTED** to create a new capital project under Heritage Planning to be funded by way of a transfer of up to $390,000 in available Pay-As-You-Go (Fund 169) funding from Project 7152001.

Carried.

Report Number: S 20/2024
Clerk's File: MBA/9191

Clerk's Note:

1. The recommendation of the Development & Heritage Standing Committee and Administration are the same.

2. Please refer to Item 10.2 from the Development & Heritage Standing Committee held on May 6, 2024.

3. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20240506/-1/10482

Subject: Sandwich Street Infrastructure Enhancement Heritage Permit (Ward 2)

Reference:

Date to Council: May 6, 2024
Author: Kristina Tang
Heritage Planner
Email: ktang@citywindsor.ca
Phone: 519-255-6543 X 6179
Kevin Alexander
Planner III- Special Projects
Planning & Building Services
Email: kalexander@citywindsor.ca
Phone: 519-255-6543 X 6732
Planning & Building Services
Report Date: 2/9/2024
Clerk's File #: MBA/9191

To: Mayor and Members of City Council

Recommendation:

I. That the Heritage Permit requested by Bridging North America Constructors Canada GP (BNA), on behalf of Windsor-Detroit Bridge Authority (WDBA), **BE APPROVED** for Infrastructure Enhancements along Sandwich Street within the Sandwich Heritage Conservation District, in accordance with Appendix A-D Heritage Permit Application, subject to the following condition(s):

a. Submission of satisfactory product details and samples to the City Planner or designate;

b. Final locational clearance with City Administration (such as Engineering & Parks Departments, etc.);

c. May include a listing of components that are not updated in their Heritage Permit

- Use of Unilock Brussels Block in "Coffee Creek" colour
- Minor relocation of bench and receptacle
- Verification of Tree and Plant species by City of Windsor Parks Department;

d. Coordination with any other items if approved by Council in Recommendation II;

II. That the additional heritage appropriate streetscape element(s) identified by the City **BE APPROVED** for the Sandwich Street Road Reconstruction Project to be consistent with the Sandwich Heritage Conservation District Plan in the following priority and subject to the upset limit of $390,000:

a. Trolley Tracks embedded in the Concrete Crosswalks at intersections of Sandwich Street at Mill, Brock, and Detroit Streets

b. Traffic Signal Poles and Arms (textured coated black)

c. Heritage style transit shelter Daytech Bus Shelter AMF04X10N 'Colonial"

d. Repaint existing black coated decorative light poles

III. That the City Planner **BE DELEGATED** the authority to approve any further changes associated with the Sandwich Street Road Reconstruction Project within the Sandwich Heritage Conservation District, including but not limited to:

a. Further changes to the application

b. A separate future Heritage Permit submitted by the Sandwich Business Improvement Association (BIA) for a replacement Pergola, in coordination with the overall Infrastructure Upgrades; and,

Whereas on February 2, 2024, the 2024 10-year capital budget was deemed approved via Mayoral Decision MD05-2024 and subsequently Administration identified unallocated funding from the Canada Community-Building Fund, be it further resolved

IV. THAT the City Treasurer **BE DIRECTED** to transfer up to $390,000 currently available in Canada Community-Building Fund (Fund 176) funding to Project 7152001, Cabana Road Improvements, which replaces $390,000 in existing Pay-As-You-Go (Fund 169) funding; and further,

Whereas, City Council **SUPPORTS** an expenditure of up to $390,000 as it relates to the supply and implementation of Recommendation II, be it resolved:

V. THAT the City Treasurer **BE DIRECTED** to create a new capital project under Heritage Planning to be funded by way of a transfer of up to $390,000 in available Pay-As-You-Go (Fund 169) funding from Project 7152001.

Executive Summary: N//A

Background:

The Windsor-Detroit Bridge Authority (WDBA) is the Canadian Federal Government's crown corporation responsible for the construction, operation and administration of the new Gordie Howe International Bridge between Windsor and Detroit. WDBA together with their General Contractor Bridging North America (BNA) have been engaging City of Windsor for several years concerning the connections to Windsor, including infrastructure upgrades to Sandwich Street. In January 2024, WDBA announced that the overall GHIB project investment is $6.4B with completion in September 2025. Part of the overall Sandwich Street reconstruction work falls within the Sandwich Heritage Conservation District (HCD) and the Olde Sandwich Towne Community Improvement Plan (CIP), for which WDBA has committed $1 million in budget towards enhancements under their community benefits initiatives related to the bridge project.

City Council passed the Sandwich Heritage Conservation District (HCD) Designation By-law No. 22-2009 in January 2009, along with related by-laws. The Sandwich HCD came into effect in October 2012, and the Sandwich HCD Plan requires changes to the public realm to apply for Heritage Permits. Therefore, the project is required to be consistent with the policies and guidelines found in these documents that is evaluated through the Heritage Permit Application process. This report presents the segment of the proposal of the WDBA requiring Committee review and Council approval under the Sandwich HCD process.

The report also highlights various heritage elements that are recommended within the District but are currently unfunded due to the limits of the WDBA's $1M community benefits enhancement budget. Should Council choose to approve those elements, a funding source has been identified. These works would all need to be coordinated as part of the Sandwich Street Reconstruction project, alongside a future Pergola design on Sandwich Street that would be applied and funded for by the Sandwich BIA through funding from WDBA. An encroachment agreement will be required for the pergola.

WDBA is eager to complete the Sandwich Infrastructure Upgrade construction in 2024. The complete final application was submitted in April 2024.

Legal Provisions:

The boundaries of the Sandwich Heritage Conservation District (HCD) and properties within are designated under Part V of the Ontario Heritage Act (OHA). Section 41.1(5) of the OHA requires the HCD Plan to contain (c) "a description of the heritage attributes of the heritage conservation district and of properties in the district". Changes to the properties within the district are to be considered according to (d) "policy statements, guidelines and procedures for achieving the stated objectives and managing change in the heritage conservation district". Elements such as mature trees, complementary landscape, grass boulevards, limiting the right of way and paved surface, and street furnishing are all described in the HCD Plan. The Sandwich HCD Plan requires Heritage Committee review and Council approval for replacement of street lighting, street signs, street furnishing (benches, trash receptacles, bicycle racks, planters, and similar items),

and changes to grassed boulevards, sidewalks, roadway pavement widths, and changes or improvements to public park and open space features.

Discussion:

The pertinent segment of the Sandwich Street Reconstruction project starts from the portion past Brock Street intersection to Detroit Street. The project will be conducted in coordination and partnership with the City of Windsor.

List of proposed works by WDBA/BNA include:

- Reconstruction of roadway with asphalt pavement
- Introduction of bicycle lanes
- Replacement of sidewalks and driveway approaches within the right-of-way
- New Cast Iron Tactile Plates
- Construction of boulevards outside roadway and sidewalks:
    - Provision of soil cells – Citygreen Stratavault (to allow future growth of mature street trees by allowing the roots to grow beneath the sidewalk surface)
    - New tree grates - Iron Age Designs Interlaken
    - Street Trees (supplied and installed by City but paid for BNA/WDBA)
    - New Concrete Pavers- Unilock Brussels Block in “Coffee Creek” colour
    - Sodded grassed area
    - Low concrete planters and plantings
    - Reinstallation of existing Street furnishing including street lighting, benches, receptacles, and bicycle racks

List of works by the City or other Public Agencies:

- Relining of sanitary sewer (completed by the City)
- Upgrade of watermain by Enwin – Water (underway)
- Enwin Hydro relocation of lines and poles
- Heritage style hydrants, Mueller ‘Super Centurion’ to be provided by Enwin - Water
- Refinishing and repair of some existing Street furnishing (to be completed by the City)

List of unaddressed heritage streetscape items:

- Trolley Tracks embedded in Concrete Crosswalk) at intersections of Sandwich Street at Mill Street, Brock Street & Detroit Street
- Traffic Signal Poles and Arms (textured powder coated black)
- Daytech Bus Shelter AMF04X10N 'Colonial" Canopy transit shelter replacement
- Repaint existing damaged decorative black light poles

Future item:

- Pergola (Sandwich BIA will cover the cost of the Pergola)

The mention of a future separate permit for the Pergola is a project that is currently being prepared through the Sandwich BIA and to be funded by them through funding from the WDBA, but its construction must be coordinated alongside the road reconstruction.

Official Plan Policy:

The Windsor Official Plan states "Council will enhance heritage resources by (a) Ensuring that within any Heritage Area or Heritage Conservation District that: (i) Infrastructure undertakings respect and enhance the historic character of the area; (ii) Development be of compatible height, massing, scale, setback and architectural style." (9.3.5.1)

Volume II Section 1.26 on the Sandwich Heritage Conservation District of the City's Official Plan includes more detailed policies, in particular that "All applications for heritage permits will be required to conform to the design guidelines in the Sandwich Heritage Conservation District Plan, adopted by By-law 22-2009." (Volume II, Section 1.26.9)

Review of Sandwich HCD policies

The Sandwich HCD discusses elements in the public realm such as street furnishings that applies to the proposal.

Section 4.5 on Public Realm emphasizes the important role of the public realm in defining the overall heritage character of the neighbourhood through its mature trees and public furniture. The policies include:

(a) Mature street trees are to be protected and preserved to the extent possible unless they present a public safety hazard or are in a serious state of decline due to age or disease. When removal of street trees is required, they should be replaced with new trees of an appropriate size and species as determined by the Community Services Department;

(c) Landscaping that complements the existing landscapes of the district, screens parking areas and contributes to the overall pedestrian quality is encouraged for all

new development. Specific landscape elements will be governed by Site Plan Approval requirements;

(d) Retention of existing grass boulevards and street trees throughout the neighbourhood is strongly encouraged whenever repairs or improvements are made to roads, sidewalks or underground services. Should removal of trees and boulevards be unavoidable as part of the infrastructure works, every effort will be made to replace them upon completion of the work;

(e) Existing road right-of-ways and paved surfaces should not be increased;

(f) Street furnishings, including benches, garbage cans, bicycle racks and other components, will be consistent throughout the neighbourhood and be of a style and material that complements the heritage attributes of the District;

(h) Guidelines provided in Section 8 are to be considered in the design, selection and location of various elements of the public realm.

Section 5. 6. 2 on Approvals for Public Property and Infrastructure obligates the municipality to be consistent with the policies and guidelines of the Plan through Council review and approval of such works and items:

- *Replacement of street lighting, street signs*
- *Street furnishings, including benches, trash receptacles, bicycle racks, planters and similar items;*
- *Alterations, reconstruction or removal of grassed boulevards;*
- *Changes to sidewalks or roadway pavement widths;*
- *Changes or improvements to public park and open space features.*

Section 8.10.3 discusses the impact Street Furnishings has on the character of an area. The section recommends coordination of street furnishing elements in terms of style and colour to provide a unifying element and to create a sense of place.

The work was proposed in consultation with the public, Sandwich BIA, and City administration through months of discussion and negotiations. Of relevance to the heritage district, the products selected considered sizing constraints, complementary appearance within the nature of the heritage district while balancing and maximizing value.

Many of the new elements proposed are identified in the Heritage Permit package through the Precedent Images provided. Other elements are outlined (further) in the following:

- Concrete Pavers- Unilock Brussels Block in “Coffee Creek” colour to replace existing stone pavers. (Agreed by WDBA/BNA post submission of the Heritage

Permit Application, though the renderings have not been updated to show the change).



Physical sample of coffee creek on left and image from Unilock website on right. (Retrieved from: https://contractor.unilock.com/product/brussels-block-ontario/)



Stone pavers on Sandwich Street that will be replaced.

- Tactile Plates are a requirement at all intersections where a sidewalk is being rebuilt as part of the AODA standards. The City's standard City wide is for yellow coloured plastic tactile plates. The Cast Iron Tactile Plates were requested by Planning staff to complement the HCD. Some potential product manufacturers or others could be considered (such as Tactile Solutions, Urban Access Solutions, Kinesik). Specific product data in matt black colour is to be submitted for review and approval prior to installation. The matt black tactile plates will match tree grates that will also be provided in the same colour.

- Low concrete planters: the existing high stone planters will be removed; instead, low and high concrete planters will be replaced with some low concrete planters and the soil cells. Feedback was given concerning the damage to vehicles due to

location of high planters, limitations in sustaining mature trees, as well as balancing budgetary concerns.



Example of high stone planters that will be removed and decorative street lights where paint has peeled away at the base because of salt damage

- Reinstallation of existing street furnishing including decorative street lighting, benches, receptacles, and bicycle racks will be conducted by BNA however the touch up and minor repairs of benches, trash receptacles, bike racks and other street furniture elements will be conducted by the City as required prior to reinstallation. The provision of new street furnishing is not proposed as a scope of work by WDBA/BNA. Some minor changes (eg. relocations from the drawing package) have been requested to be incorporated at a later date. Some examples include:
    - the removal of the bench in front of St John's Church House at 3294 Sandwich to be relocated as a second bench to the bus stop in front of 3201 Sandwich Street (orient it parallel to roadway).
    - remove receptacle in front of St John's Church House at 3294 Sandwich and relocate it to 3140 Sandwich Street (Dominion House) planter area
- Street Trees: appropriate tree and plant species for the soil cells and planters will be provided by City Parks Departments but paid for by BNA/WDBA. The soil cells proposed account for a large portion of the enhancement benefit amounts and will support and sustain the Sandwich HCD Plan's vision for mature street trees.
- Heritage style hydrants, Mueller 'Super Centurion' was recommended and will be provided by ENWIN. There will be 5 Heritage Hydrants provided at the following locations: 3262 Sandwich; 3242 Sandwich; 3190 Sandwich (NW Corner of Mill Street); 3170 Sandwich; and 3128 Sandwich.



Mueller ‘Super Centurion’ image.

Recommendation II identifies heritage streetscape elements consistent with the Sandwich HCD but currently unfunded. This request is being brought forward now because there is an opportunity to save costs by installing some elements as part of the road reconstruction when construction crews will already be on site implementing road reconstruction works. To go back and dig up asphalt or close streets and prioritize staff to install the following heritage elements at a later date would not be as cost effective:

- Trolley Track embedment and Concrete Crosswalk at intersections of Sandwich Street at Mill, Brock and Detroit Streets

The proposal by GHIB is to replace the entire roadway with asphalt. However, the current intersections of Mill and Brock Streets both feature concrete crosswalks, with the trolley tracks embedded in the concrete at the intersection of Mill and Sandwich Streets. Concrete crosswalks are common for City of Windsor in specialty areas (ie. Streetscape projects in Walkerville, Wyandotte Street West, Riverside Vista, Ottawa, etc.) and should be approved in Sandwich HCD at Mill, Brock and Detroit.

Sandwich Street is an important historical transportation route for the City, connecting Windsor through Sandwich to other communities from the late 19th century. The trolley tracks at the Mill Street intersection were intentionally installed within the concrete crosswalk in the last Sandwich Street works in the 1980s in order to preserve a piece of the streetcar history on this historic route. The inclusion of tracks at Brock and Detroit (in addition to existing at Mill), is requested to serve as gateway features at key points of Sandwich Street. Gateway features at these intersections are supported through the Council Adopted Sandwich CIP Urban Design Guidelines. The trolley track feature was also raised by the BIA as an item of interest to be retained.

Therefore, Planning review requests that:

a total of 24 trolley tracks be installed at the intersections of Sandwich Street at Mill, Brock, and Detroit Streets in the described priority order, subject to funding recommendations in the report.

Administration received cost estimates from AC Metal Fabricating Limited to supply approximately 86 metres of trolley track with fastening plates, anchor bolts, and provide engineering drawings. If there is the opportunity to salvage tracks when tracks are uncovered as part of the future road reconstruction phase Administration will review the possibility of restoring it. Unfortunately, trolley tracks that have been excavated to date were often twisted and warped such as in the photo below and not salvageable.





Google Streetview of Mill and Brock intersections on Sandwich Street.

- Traffic Signal Poles and Arms (textured coated black)

Since Prado Place and Sandwich Town are the only Heritage Conservation District (HCD) in Windsor and it is important that all elements such as decorative light poles, benches, bike racks, trash receptacles, tree grates match and are coordinated to complement the Sandwich HCD. Currently all street furniture are proposed to be powder coated black. The black traffic signal poles and arms are used in other Heritage Conservation Districts in Ontario (eg. Kingston, Collingwood, Elora, Fergus, Cobourg, Perth, Port Hope, Oakville, St Mary's). These textured powder coated black poles and arms have also been used in specialty areas across the City of Windsor along Riverside Drive and Riverdale as part of the Riverside Drive Vista Project, Devonshire Road as part of the Walkerville Heritage Area and Districting Plan, and along Main Streets like the Ottawa Street Business Improvement Area (BIA). Similar installation will allow consistency with other important areas of the City.

To achieve the texture coated black, the Standard Traffic Signal Light Poles are powder coated by the manufacturer and shipped to Windsor for installation in a process that takes approximately 16 to 20 weeks. If the black poles are not delivered in time to correspond with the construction schedule, then temporary standard sectional steel poles will be installed and changed out later, at a cost of approximately $50,000 per intersection. Should funding for this work be approved the City would endeavor to have the permanent texture coated black poles installed

prior to the opening of the road and improvements fully to the public to take advantage of existing detour and traffic setups in place for construction.

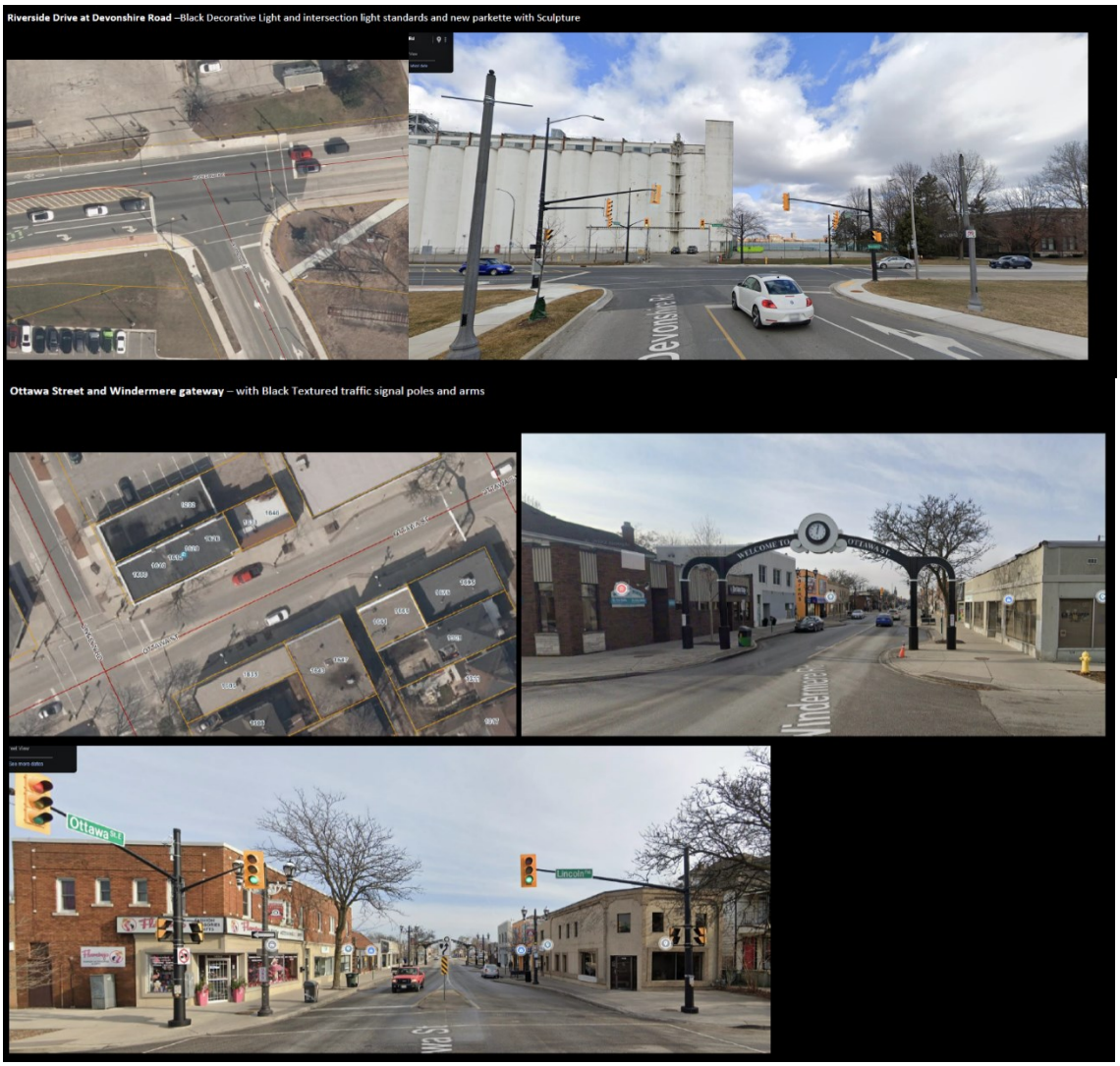
The existing traffic pole configuration at the Sandwich Street intersections with Mill and Brock Streets consist of one pole per corner, which was the standard at the time of installation. AODA standards regulate the minimum spacing and location of poles and these new standards must be followed when changes to the intersection occur (e.g. road widening, bumpouts, addition of active transportation).

As a result, two poles are required to be installed per corner effectively doubling the cost of the pole infrastructure compared to the status quo. Notwithstanding this requirement, the existing Traffic Signal Lights have reached their life span and therefore cannot be salvaged and reused.

Therefore, 15 textured black coated poles and traffic arms are requested for installation.

Though not an area of heritage planning, in the matter of intersection design with respect to safety, City Infrastructure Services staff have reviewed and is of the opinion that the rebuild with the significant changes will result in different driver and pedestrian behaviour, and the new layout would improve safety and meet the City's current standards

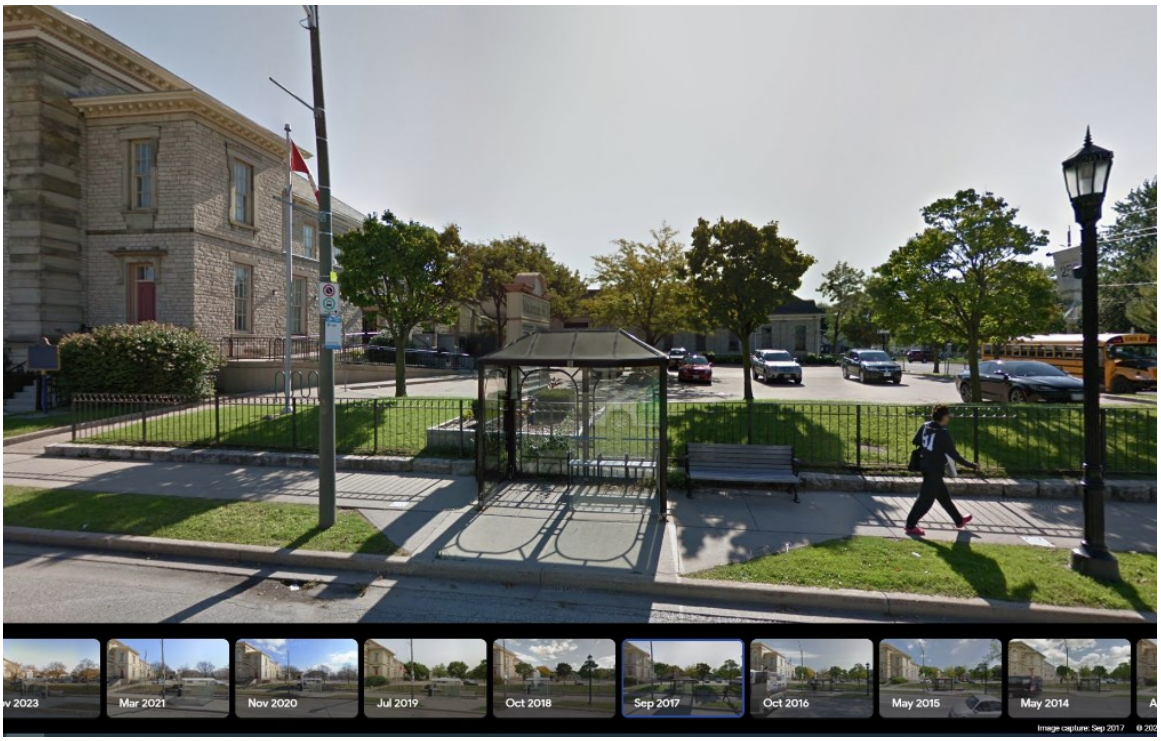


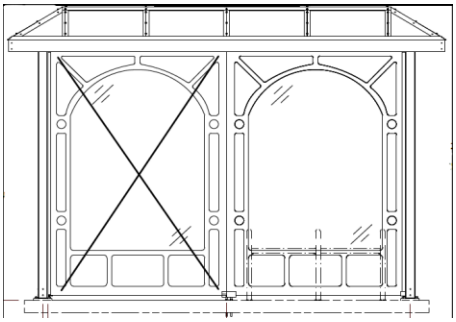


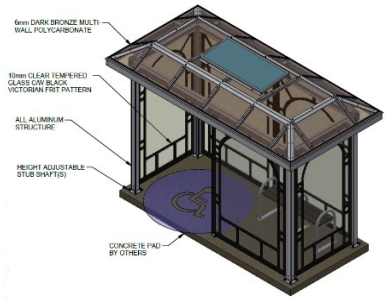
Examples of texture coated black traffic arms and poles in other special areas in Windsor.

- Heritage style transit shelter Daytech Bus Shelter AMF04X10N 'Colonial"

A heritage style bus shelter was also requested by the BIA at the April 3, 2024, meeting as something that would "contribute to the heritage look and feel in the area". The Daytech Colonial bus shelter is a suitable option due to its stock availability and appearance complementary to the Sandwich HCD, and previous installation within the District prior to the current modern temporary installation. If not approved by Council, the standard contemporary 'Avanti' bus shelter will be reinstalled. The existing shelter on Sandwich at Brock Northeast Corner was installed in July of 2018 making it almost 6 years old. It has no issues in terms of its existing condition. The life expectancy of this style of shelter is 15-20 years old, which at that time it would need to be replaced depending on available funding. If Council approves funding for the Daytech Colonial bus shelter the standard contemporary 'Avanti' bus shelter can be relocated elsewhere in the city and Transit Windsor will pay for the associated costs of relocating it.







Drawings of product by Daytech Limited



Standard contemporary bus shelter used across the City of Windsor (Google streetview)

- Repaint existing black coated decorative light poles

The existing black coated decorative light poles identified in Recommendation II will be relocated due to their proximity to the road or remain in place. Administration proposes to have these repainted in place, as paint has peeled away at the base from salt damage on many of the existing units. This works will be contracted out and a line item for the cost is included in the Financial Section of this Report.


Example of existing black coated decorative light poles where paint has peeled away due to salt damage

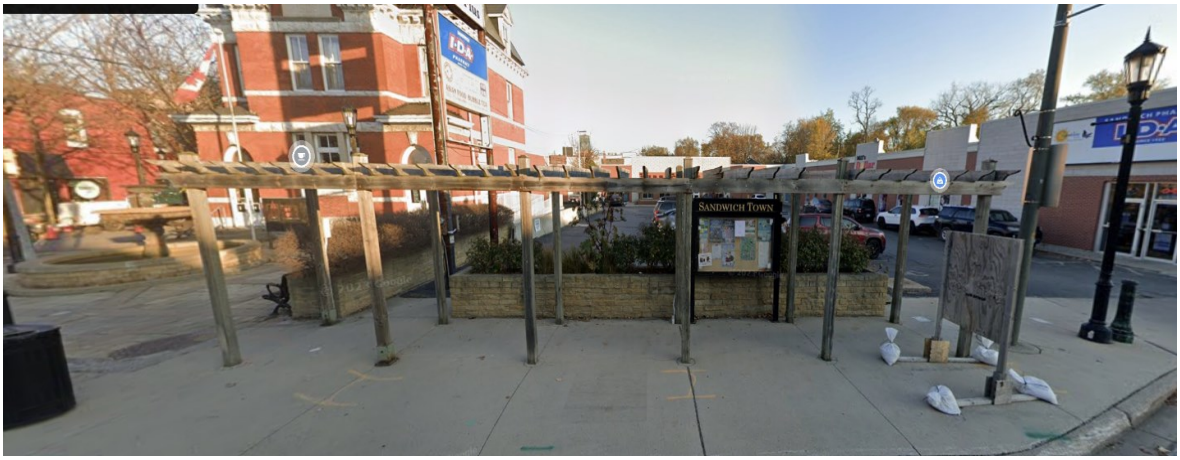
Other considerations:

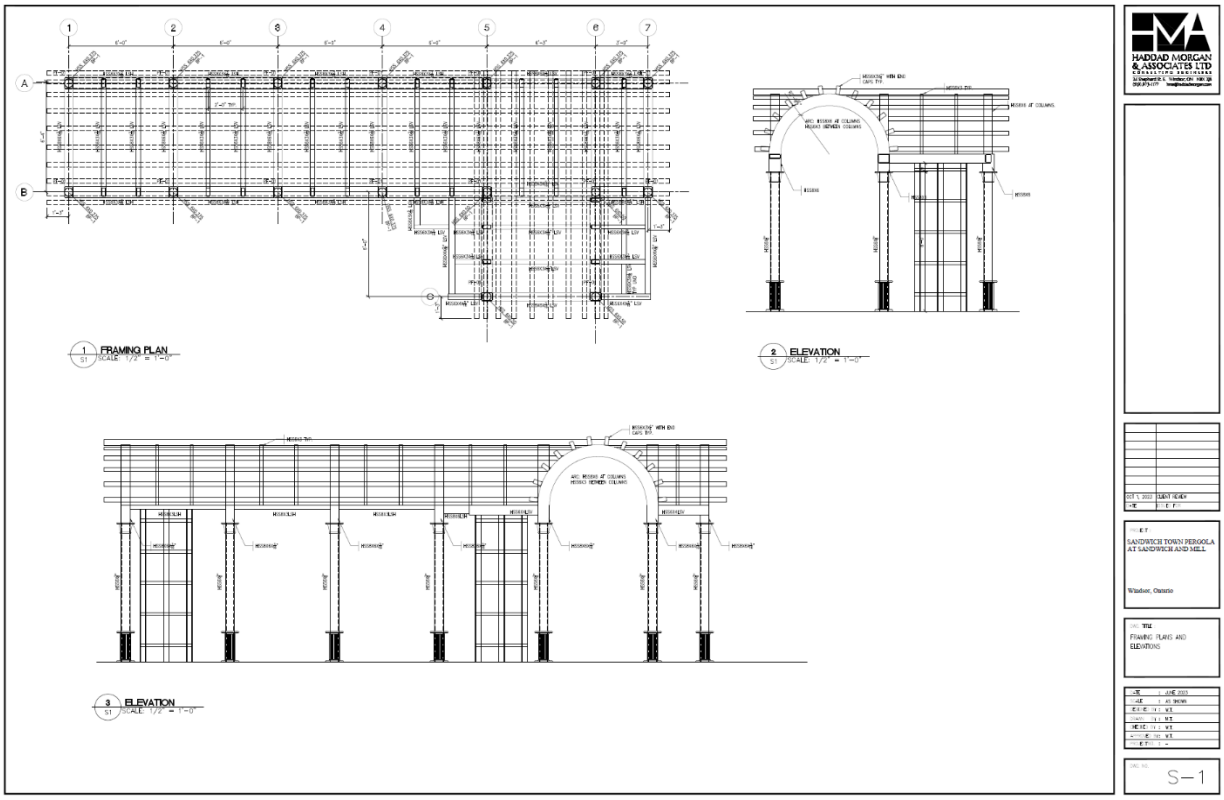
BNA launched a Vibration Monitoring Program to the public in February 2024. The program identified structures located within an established potential Zone of Influence based on the work proposed and buildings in the vicinity of the construction work area. The impacted properties are offered pre-construction and post-construction surveys and have been field verified to a comprehensive address list of almost all properties located on Sandwich Street within the HCD. The Noise and Vibration Environmental Management and Monitoring Plan is included in the Heritage Permit Application but is considered sensitive information and is exempted from disclosure.

Due to the archaeological sensitivity of the Sandwich Area, archaeological assessments of the Sandwich Street Road Reconstruction Project Area are also being conducted and will undergo Ministry review and approval.

Separate Heritage Application for Pergola to be submitted by Sandwich BIA:

Sandwich BIA is being provided with separate funding from the Community Benefits to replace the pergola in front of the parking area and Shopping Plaza. The drawings for the pergola are still being prepared for the Sandwich BIA (and in working with City Planning Staff) with the draft indicated below. Administration is requesting for delegated approval authority in order to facilitate the heritage approvals process in coordination with the larger Sandwich Street Road Reconstruction Heritage Application anticipating to commence shortly.





Summary of Review:

The proposal conforms to the Sandwich Heritage Conservation District Plan. Impacts to the HCD and its resources have been mitigated through design consideration and other assessment efforts (ongoing). The unfunded heritage streetscape elements have been outlined for Council's consideration and are recommended to be funded by the City and installed within the District.

Risk Analysis:

WDBA has indicated its anticipated timelines to require construction to be completed in 2024. Any delay in approvals will postpone their construction timeline. The risk of not approving the additional heritage streetscape elements is loss of them on the streetscape or incompatible ones installed within the Sandwich Heritage Conservation District. Installing these features concurrently as part of the Sandwich Street Improvements work would reduce costs.

Climate Change Risks

Climate Change Mitigation: N/A

Climate Change Adaptation: N/A

Financial Matters:

In January 2024 the WDBA announced that the overall GHIB project, originally estimated at $5.7B with completion in November 2024, would now cost $6.4B with

completion in September 2025. The community is grateful for the WDBA investments in Sandwich Town for both infrastructure and heritage elements; however funds have been exhausted and several key heritage elements remain unfunded and are included in this report. While WDBA, the City and other Public Agencies are funding several infrastructure upgrades and streetscape improvements/elements as identified in the second paragraph of the Discussion section of this Report and in Recommendation I, and though the City has been in consultation with WDBA about the heritage streetscape since 2016, WDBA has explained that limited funding is available and there is an inability to include certain key priority heritage streetscape elements as part of the Sandwich Street Enhancement Community Benefit. Therefore, Administration is requesting funding for the costs of those key heritage streetscape elements identified in Recommendation II.

These costs, which are to be supplied and installed in 2024 are as follows:

Recommended Heritage Streetscape Elements	**Costs**
a. Rail Track intersection (Trolley Tracks and Concrete Crosswalk) at Mill, Brock, and Detroit Streets.	
Trolley Tracks Concrete Crosswalks	Supply 86.5 Metres of 60# rail includes splice bar and clips (no anchors) Plus, shop drawings, engineering, fastening plates, anchor bolts, site verification, etc. *Rail Tie costs supplied through AC Metal Fabricating Limited and Central Rail (www.acmetalfabricating.com and (http://www.centralrailsupply.com/) Excavate for, supply and install concrete crosswalk, complete with rail ties embedded into the concrete. Design to be approved by the City. *The cost below includes 20% for design work and a 30% contingency Total: **$130,000**
b. Traffic Signal Poles and Arms (textured coated black)	15 units at $7,500 per unit = **$112,500** **$100,000** ($50,000 per intersection contingency for 2 intersections) if product cannot be supplied on time for changeover from temporary to permanent infrastructure
c. Daytech Bus Shelter AMF04X10N ‘Colonial” Canopy transit shelter replacement	$13,260.00 per unit plus $975 freight = **$14,235**

d. Repaint existing black coated decorative light poles	To repaint the base of up to up to 100 units= **$30,000**
Total Estimate of all Items	**$386,735**

There is no funding approved in the 2024 10-year capital budget for the work noted above. Should City Council support the supply and installation of the heritage appropriate streetscape, Administration recommends that a new capital project is created and that up to $390,000 currently available in Pay-As-You-Go (Fund 169) funding, be transferred from project 7152001, Cabana Road Improvements. In turn, Project 7152001 would be replenished with currently available Canada Community-Building (Fund 176) funding. **It should be noted that timelines and overall funding amounts for Project 7152001, Cabana Road Improvements, will not be impacted as a result of this change in funding.**

Should there be cost overruns on any of the four (4) heritage appropriate streetscape elements listed above, the project will be reprioritized and/or adjusted in order to stay within the overall budget allocated to this project.

Consultations:

Consultation of this project was conducted by WDBA at multiple intervals with the City, members of the public, Sandwich Business Improvement Area (BIA), and some other community groups. The consultation summary provided by WDBA in the Heritage Permit Application outlines some of the summary of consultation conducted, the results of a public survey and incorporation of consultation feedback. A further consultation meeting was hosted for the Sandwich BIA on April 3, 2024.

Staff from Infrastructure Services led and coordinated City administration's comments on design and deliverables with WDBA and BNA.

Planning Department reviews were conducted jointly with Urban Design Staff Kevin Alexander and Stefan Fediuk and Deputy City Planner -Growth, Jason Campigotto. Infrastructure Services and staff Planners also circulated and consulted with staff from Forestry, Parks, Operations, Public Works, Right-of-Way, Transportation Planning, Transit Windsor, and Utility companies. The Parks Department will confirm all tree and plant species. Financial Planning Administrator, Josie Gaultieri, and Manager of Development Revenue & Finance Administration, Emilie Dunnigan, and Manager of Strategic Capital Budget Development & Control, Michael Dennis have been consulted regarding the Financial Matters of this Report.

Conclusion:

Administration recommends that Council approve the recommendations in this report subject to conditions, to allow the Community Benefits for the Sandwich Infrastructure upgrades to be implemented. Further changes or verifications to the proposal and future

Pergola (proposed by Sandwich BIA) are recommended to be delegated to Planning staff.

Planning Act Matters: N/A

Approvals:

Name	Title
Kristina Tang	Heritage Planner
Kevin Alexander	Senior Planner-Special Projects
Josie Gualtieri	Financial Planning Administrator
Jason Campigotto	Acting Deputy City Planner- Growth
Thom Hunt	City Planner/ Executive Director Planning & Building
Kate Tracey	Senior Legal Counsel
Lorie Gregg	Deputy Treasurer Taxation Treasury & Financial Projects
Janice Guthrie	Commissioner Finance & City Treasurer
Mark Winterton	Acting City Engineer
Jelena Payne	Commissioner of Economic Development & Innovation
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

1 Appendix A- Heritage Permit Application Part 1
2 Appendix B- Heritage Permit Application Part 2
3 Appendix C- Heritage Permit Application Part 3
4 Appendix D- Heritage Permit Application Part 4

Planning Department
Suite 320-350 City Hall Sq W
Windsor ON N9A 6S1

HERITAGE PERMIT APPLICATION

Revised 11/2023

APPLICATION TYPE

☐ **Minor Heritage Permit** (Delegated Authority Approval)
☑ **Major Heritage Permit** (City Council Approval)
☐ **Demolition**

1. APPLICANT, REGISTERED OWNER, AND AGENT INFORMATION

Provide in full the name of the applicant, registered owner and agent, the name of the contact person, and address, postal code, phone number, and email address. If the applicant or registered owner is a numbered company, provide the name of the principals of the company. If there is more than one applicant or registered owner, copy this page, complete in full and submit with this application.

APPLICANT

Contact Name(s) Anthony Praill; Justin Kelley (Alternate)
Company or Organization BNA Constructors Canada GP
Mailing Address 35 Prospect Avenue
City, Province Windsor, Ontario Postal Code N9C 3G3
Email apraill@bnacagp.com; jkelley@bnacagp.com Phone(s) (226)787-6522; (519)984-6679

REGISTERED OWNER IF NOT APPLICANT

Contact Name(s) Stacey McGuire
Company or Organization Corporation of the City of Windsor
Mailing Address 350 City Hall Square West
City, Province Windsor, Ontario Postal Code N9A 6S1
Email smcguire@citywindsor.ca Phone(s) 311; (226) 350-4740

AGENT AUTHORIZED BY REGISTERED OWNER TO FILE THE APPLICATION

Contact Name(s) _____
Company or Organization _____
Mailing Address _____
City, Province _____ Postal Code _____
Email _____ Phone(s) _____

Who is the primary contact?

☑ Applicant ☐ Registered Owner ☐ Agent

2. SUBJECT PROPERTY

Municipal Address: Sandwich Street right-of-way within Sandwich Heritage Conservation District boundary

Legal Description (if known): _____

Building/Structure Type:

☐ Residential ☐ Commercial ☐ Industrial ☐ Institutional

Heritage Designation:

☐ Part IV (Individual) ☑ Part V (Heritage Conservation District)

By-law #: _____ District: Sandwich Heritage Conservation District

Is the property subject to a Heritage Easement or Agreement?

☐ Yes ☑ No

3. TYPE OF APPLICATION

Check all that apply:

☐ Demolition/Removal of heritage attributes ☐ Addition ☐ Erection ☑ Alteration*

☐ Demolition/Removal of building or structure ☐ Signage ☐ Lighting

*The *Ontario Heritage Act's* definition of "alter" means to change in any manner and includes to restore, renovate, repair or disturb.

4. HERITAGE DESCRIPTION OF BUILDING

Describe the existing design or appearance of buildings, structures, and heritage attributes where work is requested. Include site layout, history, architectural description, number of storeys, style, features, etc..

Public right-of-way surface features (sidewalk, boulevard, paved roadway) within the Sandwich Heritage Conservation District boundary.

5. PROPOSED WORK

Provide a detailed written description of work to be done, including any conservation methods you plan to use. Provide details, drawings, and written specifications such as building materials, measurements, window sizes and configurations, decorative details, etc.. Attach site plans, elevations, product spec sheets, etc. to illustrate, if necessary.

Civil design includes reconstruction of the roadway with asphalt pavement; construct on-road cycling facilities;replace sidewalks and driveway approaches within ROW; restore landscaped areas to City of Windsor standards; remove and relocate existing streetscaping (benches, trash receptacles, bike racks).

Landscaping design includes construction of the boulevards outside of the roadway and sidewalks, including brick pavers, sodded grassed areas, concrete planters, plantings, soil cells, trees with tree grates, and upgraded cast iron tactile plates.

6. HERITAGE PERMIT RATIONALE

Explain the reasons for undertaking the proposed work and why it is necessary.

Reconstruction of municipal infrastructure.

Describe the potential impacts to the heritage attributes of the property.

Updated and enhanced municipal infrastructure within the right-of-way.

7. CHECKLIST OF MATERIALS SUBMITTED Check all that apply:

Required:

- ☑ Photographs (showing the current condition and context of existing buildings, structures, and heritage attributes that are affected by the application)
- ☑ Site plan/ Sketch (showing buildings on the property and location of proposed work(s))
- ☐ Architectural drawings of proposed work(s) (e.g. existing and proposed elevations, floor plans, roof plans, etc., as determined by Heritage Planning staff)
- ☑ Specifications of proposed work(s) (e.g. construction specification details)

Potentially required (to be determined by Heritage Planning staff):

- ☐ Registered survey
- ☐ Material samples, brochures, product data sheets etc.
- ☐ Cultural Heritage Evaluation Report
- ☐ Heritage Impact Assessment (HIA)
- ☐ Heritage Conservation Plan
- ☐ Building Condition Assessment

8. NOTES FOR DECLARATION

The applicant hereby declares that the statements made herein and information provided are, to the best of their belief and knowledge, a true and complete representation of the purpose and intent of this application.

The applicant agrees that the proposed work shall be done in accordance with this application, including attachments, and understands that the issuance of the Heritage Alteration Permit under the Ontario Heritage Act shall not be a waiver of any of the provisions of any By-Law of the Corporation of the City of Windsor, or the requirements of the Building Code Act, RSO 1980, c51.

The applicant acknowledges that in the event a permit is issued, any departure from the conditions imposed by the Council of the Corporation of the City of Windsor, or plans and specifications approved is prohibited and could result in the permit being revoked. The applicant further agrees that if the Heritage Alteration Permit is revoked for any cause of irregularity, in the relation to non-conformance with the said agreements, By-Laws, acts or regulations that, in consideration of the issuance of the permit, all claims against the City for any resultant loss or damage are hereby expressly waived.

Anthony Joseph Praill Digitally signed by Anthony Praill Date: 2024.01.30 13:59:25-05'00'

Signature of Applicant(s) _____ Date _____

Signature of Applicant(s) _____ Date _____

Planning Department
Suite 320-350 City Hall Sq W
Windsor ON N9A 6S1

HERITAGE PERMIT APPLICATION

Revised 11/2023

SCHEDULE A

A. Authorization of Registered Owner for Agent to Make the Application

If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the applicant is authorized to make the application must be included with this application form or the authorization below must be completed.

I, _____, am the registered owner of the land that is
name of registered owner

subject of this application for a Heritage Alteration Permit and I authorize

_____ to make this application on my behalf.
name of agent

_____ _____
Signature of Registered Owner Date

If Corporation – I have authority to bind the corporation.

B. Consent to Enter Upon the Subject Lands and Premises

I, _____, hereby authorize the members of the Windsor Heritage Committee and City Council and staff of the Corporation of the City of Windsor to enter upon the subject lands and premises described in Section 3 of the application form for the purpose of evaluating the merits of this application and subsequently to conduct any inspections on the subject lands that may be required as condition of approval. This is their authority for doing so.

_____ _____
Signature of Registered Owner Date

If Corporation – I have authority to bind the corporation.

C. Acknowledgement of Applicant

I understand that receipt of this application by the City of Windsor Planning Department does not guarantee it to be a complete application. Further review of the application will occur and I may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted.
I further understand that pursuant to the provisions of the *Ontario Heritage Act* and the *Municipal Freedom of Information and Protection of Privacy Act*, this application and all material and information provided with this application are made available to the public.

Anthony Joseph Praill Digitally signed by Anthony Praill
Date: 2024.01.31 12:29:59-05'00'

_____ _____
Signature of Applicant Date

GORDIE HOWE
INTERNATIONAL BRIDGE

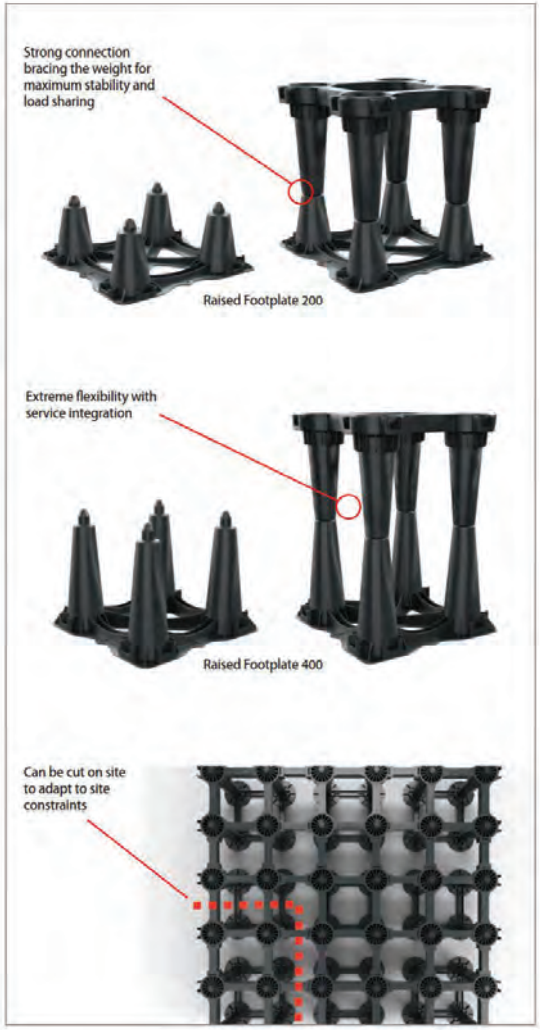
SANDWICH STREET STREETSCAPE

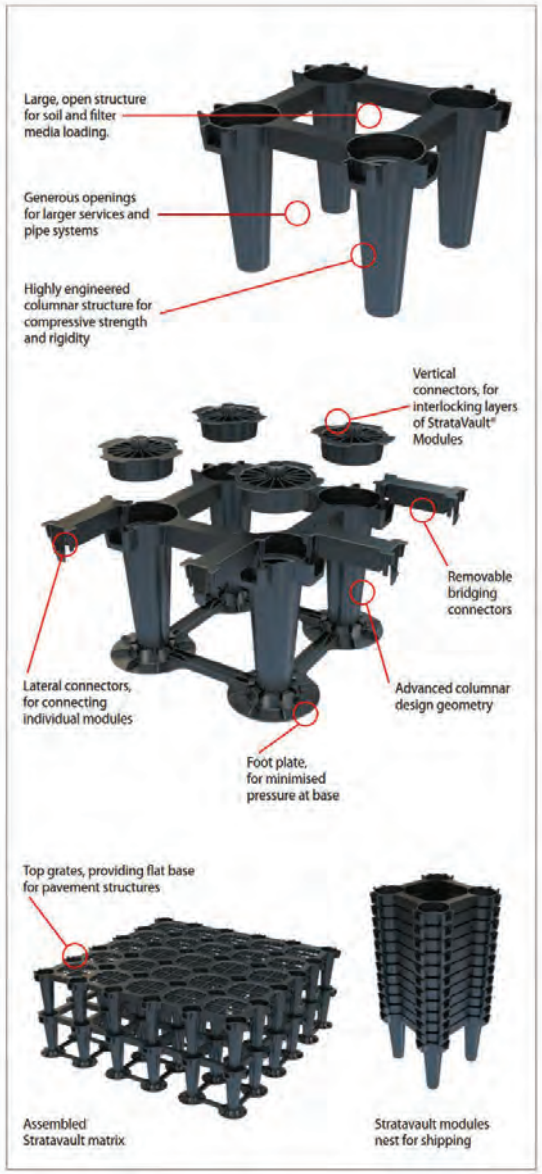


March 8, 2021

PROPOSED SOIL CELLS

Citygreen® Stratavault™





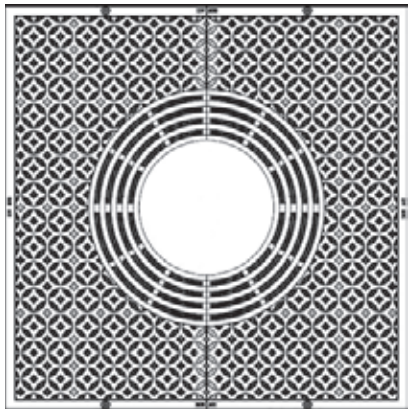




TREE GATES AND GUARDS

BLACK INTERLAKEN as discussed 2024-01-18







PROPOSED PAVER OPTION

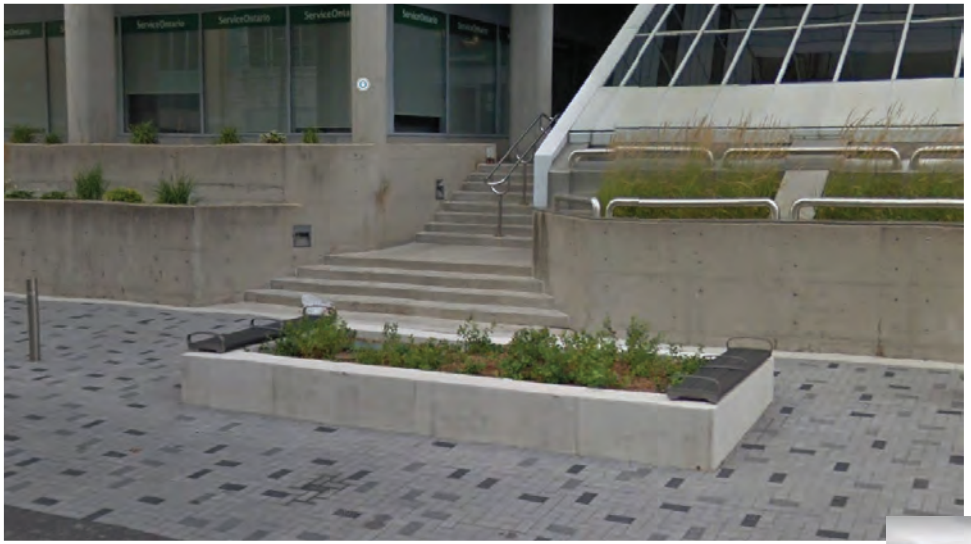
Brussles Block from Unilock







PRECEDENT PHOTOS – Dundas St. London Ontario

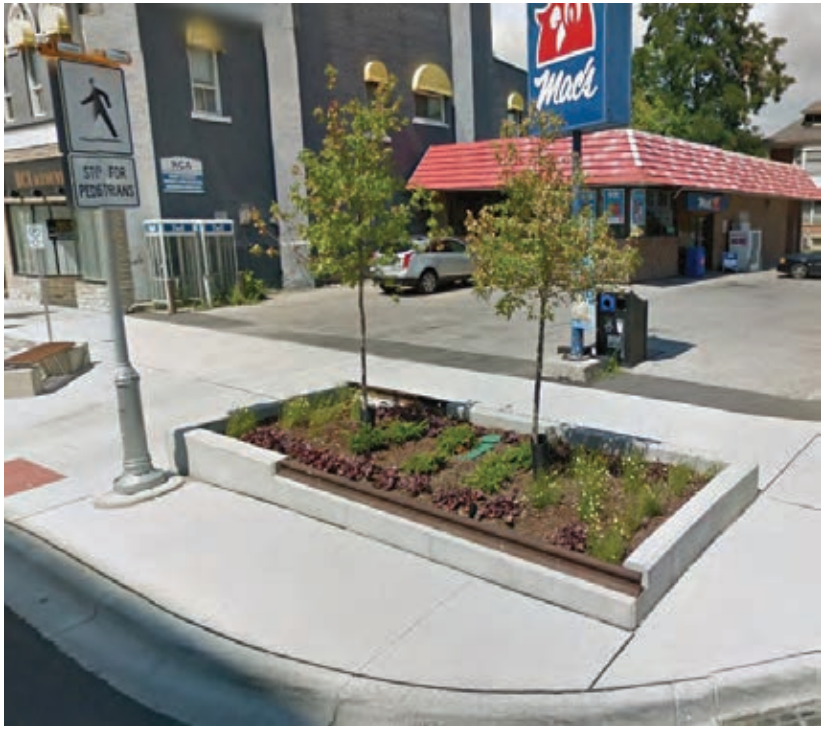




PRECEDENT PHOTOS – Talbot St., St. Thomas







PRECEDENT PHOTOS – Prince of Wales Hotel, Niagara on the lake







Gordie Howe International Bridge Project

Bridging North America
Consultation Report - Sandwich Street Enhancements

Prepared by:	Nicole Flippance	Communications Manager	
Reviewed by:	Anthony Praill	Senior Project Coordinator	
Approved by:	Nicole Flippance	Communications Manager	
	Name	***Title***	***Signature***

Document No. GHIB-SAND-COM-GN-PLN-0012 **Rev:** 1 **Rev Date:** 02/16/2024

Document Owner: BNA Communications

*A SAVED OR PRINTED COPY OF THIS DOCUMENT IS AN **UNCONTROLLED COPY.***

REVISION HISTORY

Rev	Date	Description	Prepared by	Reviewed by	Approved by
0	02/16/2024	Rev 0	Nicole Flippance	Anthony Praill	Nicole Flippance
1	04/15/2024	Rev 1	Nicole Flippance	Anthony Praill	Nicole Flippance

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3. Public survey results 7
4. Incorporation of consultation feedback 8
5. Appendices 10

1. Objectives

Bridging North America (BNA) is the private-sector partner contracted by Windsor-Detroit Bridge Authority (WDBA) to deliver the Gordie Howe International Bridge project between Windsor, ON, and Detroit, MI, through a design-build-finance-operate-maintain P3 model.

A component of the Gordie Howe International Bridge Community Benefits Plan is a $1 million investment to select, design and install streetscape enhancements along Sandwich Street in the Sandwich Towne Business Improvement Area (BIA). BNA delivered several tactics including virtual and in-person meetings with the public and key stakeholders, a public survey and public opportunity for comment to communicate details about the Sandwich Street reconstruction work and to seek feedback about priority investment areas for the Sandwich Street Enhancements initiative. This report summarizes the communications and consultation efforts and how feedback received informed the proposed Sandwich Street Enhancements design, submitted to the City of Windsor in February 2024, as part of the Heritage Alteration Permit.

2. Context

Windsor-Detroit Bridge Authority (WDBA) is working closely with the Michigan Department of Transportation (MDOT), Federal Highway Administration (FHWA), as well as Infrastructure Canada (INFC) on the delivery of a new bridge between Windsor, Ontario and Detroit, Michigan and associated Ports of Entry (POE) and an interchange to Interstate-75.

In 2022, BNA undertook consultation relating to the Sandwich Street Enhancements. The purpose was to provide the community and key stakeholders information about the Sandwich Street reconstruction project and to request feedback on priority investment areas for Sandwich Street Enhancements.

Tactics implemented to communicate information about the Sandwich Street reconstruction project and promote Sandwich Street Enhancement consultation included:

- news release (Appendix A)
- media advisory (Appendix B)
- email blast and email notifications
- social media posts (Appendix C)
- flyers/mail outs (Appendix D)
- web copy

Consultation tactics included:

- a public survey that was promoted online, with key stakeholders and delivered to over 1,800 residential and commercial buildings along the Sandwich Street reconstruction route (Appendix E)
- two public meetings (presentation in Appendix F)
- several meetings with stakeholders, key audiences and the City of Windsor.

Through this process, consultation feedback was requested from:

- City of Windsor staff
- Sandwich Towne Business Improvement Association (BIA)
- Elected officials serving Sandwich
- Sandwich residents and property owners
- Industrial businesses and other businesses near the Canadian Port of Entry
- Windsor Essex Community Benefits Coalition
- Bike Windsor Essex
- Local heritage groups including Friends of the Court – Mackenzie Hall and Windsor Historical Society
- St. John's Anglican and Bedford United Churches

Below is a summary of the consultation meetings where the Sandwich Street reconstruction project and Sandwich Street Enhancement initiative were discussed with the public, community and/or key stakeholders.

Date	Topic	Audience	Number of Attendees (excluding project staff)	City of Windsor Department (as appropriate)
August 10, 2021	Sandwich Street Reconstruction and Enhancements	City of Windsor staff	8	• Planning • Engineering
November 18, 2021	Sandwich Street Reconstruction Design	City of Windsor staff	7	• Planning • Engineering • Transit
November 25, 2021	Sandwich Street Reconstruction Design	Sandwich Towne BIA	7 (5 BIA members, 2 City staff)	• Planning • Engineering
December 16, 2021	Streetscape Enhancement Consultation Plans	City of Windsor staff	9	• Planning • Engineering • Operations • Traffic operations and parking
February 9, 2022	Sandwich Street Reconstruction and Enhancements Survey	Businesses near project construction site	9	
February 16, 2022	Sandwich Street Reconstruction and Enhancements Survey	Industrial businesses	11 (8 businesses, three City staff)	• Engineering • Policing
February 23, 2022	Sandwich Street Reconstruction and	Public meeting with residents	31	• Engineering

Date	Topic	Audience	Number of Attendees (excluding project staff)	City of Windsor Department (as appropriate)
	Enhancements Survey	and stakeholders	(29 community members, 2 City staff)	• Culture
March 3, 2022	Sandwich Street Reconstruction	Coco Paving	2	
February 21, 2023	Sandwich Pergola and Enhancements	Sandwich BIA	5 (4 BIA members, 1 City staff)	• Planning
March 21, 2023	Sandwich Pergola and Enhancements	City of Windsor staff	2	• Planning • Engineering
May 1, 2023	Meeting with Sandwich BIA Coordinator	Sandwich BIA	1	
November 29, 2024	Meeting with Sandwich BIA	Sandwich BIA	2	
January 18, 2024	Sandwich Street Enhancements Design	City of Windsor staff, AECOM, BNA, WDBA, Parsons	7	
January 21, 2024	Sandwich BIA January 2024 Monthly Meeting	Sandwich BIA, WDBA	7	
April 3, 2024	Design Reveal Meeting with BIA	Sandwich BIA, BNA, WDBA, City of Windsor	5	Planning Department
April 5, 2024	Design Reveal Meeting with BIA	Sandwich BIA and WDBA	2	
		TOTAL	115* * Note: not a unique count as individuals may be duplicated across meetings	

3. Public survey results

The public survey required participants to indicate their preference to place greater project investment and design focus on one of four categories (hardscaping, landscaping, gathering spaces and active transportation) using a scale of one to four with one being most favorable and four being least favorable. The survey also allowed respondents to submit comments.

Sixty-eight eligible surveys were received. Four surveys were considered ineligible and not included in the analysis due to not being completed correctly or being submitted from outside of Canada. One submitted survey did not indicate investment preferences, however, did include comments.

Survey results (unweighted)

Category	Most Important	Somewhat Important	Less Important	Least Important
Hardscaping	8	19	21	20
Landscaping	21	18	20	9
Gathering Spaces	14	20	17	17
Active Transportation	25	11	10	22

Survey results (weighted)

The data analysis process included modifying the survey result data to give more weight to each vote for the most important investment areas and less weight to the least important investment areas. Specifically, each single vote that ranked a category as:

- ‘most important’ was multiplied by four
- ‘somewhat important’ was multiplied by three
- ‘less important’ was multiplied by two, and
- ‘least important’ was multiplied by one.

	4	3	2	1	
Category	**Most Important**	**Somewhat Important**	**Less Important**	**Least Important**	**Total**
Landscaping	84	54	40	9	187
Active Transportation	100	33	20	22	175
Gathering Spaces	56	60	34	17	167
Hardscaping	32	57	42	20	151

This weighted analysis led to the following prioritization of the categories as per the survey results:

1. landscaping (most important)
2. active transportation
3. gathering spaces
4. hardscaping (least important).

4. Incorporation of consultation feedback

Feedback from the public, community and key stakeholders, including the City of Windsor, was sought and has informed the proposed design for the Sandwich Street Enhancements initiative. BNA considered comments collected during meetings and noted in survey submissions, submitted letters and emails and data the survey results. All feedback was reviewed and feedback that was in-scope of the Sandwich Street Enhancements initiative has informed the proposed design.

Below is a summary of elements that have been incorporated into the Sandwich Street Enhancements Design in consideration of consultation feedback. The proposed enhancements have been determined and refined collaboratively with the City of Windsor (the asset owner) to ensure that the proposed designs align with the Sandwich Heritage Conservation District Plan, City standards and other relevant requirements.

As landscaping was the most highly prioritized investment area and key stakeholders articulated support for landscaping investments, the proposed design includes several enhanced landscaping features, such as:

- Soil cells (underground infrastructure that provide favorable conditions to support health tree growth and expanded canopy in urban environments)
- Decorative tree grates and supports that accommodate trunk growth and align with Sandwich Heritage Conservation District Plan guidelines
- Construction of planters, with set-backs from the curb and in compliance with AODA-requirements
- New plantings of vegetation and trees that align with City of Windsor Forester requirements.
- Active transportation was also ranked as an important category of investment, however, the survey results were divided, with a high number of votes recommending deprioritizing investments into active transportation. The Sandwich Street reconstruction project scope includes the addition of on-road cycling lanes and multi-purpose paths in the reconstruction footprint, in addition to other significant Community Benefits Plan investments into active transportation infrastructure in west Windsor. In consideration of the planned infrastructure, physical limitations that did not easily accommodation additions and consultation with City staff, BNA did not incorporate additional investment into active transportation assets in the proposed Sandwich Street Enhancements design.

Gathering spaces received some support for investment, however, was not as highly prioritized as landscaping. In recognition of this, space was maintained in the proposed design at the northwest corner of Sandwich Street and Mill Street for installation of an enhanced infrastructure feature that promotes that area as a gathering space; this feature will be installed by the Sandwich BIA and has been funded by a separate initiative of the Community Benefits Plan.

Hardscaping was not as highly prioritized through the survey as other categories, leading to limited hardscaping enhancements being proposed in the design. However, supporting the creation of an aesthetically distinct district that aligns with the Sandwich Heritage Conservation Plan was noted as important by key stakeholders. In recognition of this, the proposed design includes:

- Existing benches and other street furniture being reinstated without enhancements to aesthetics or quantity to allow the enhancements budget to be directed to more highly prioritized investment areas.
- A quantity of pre-cast paver features incorporated in select areas to create a feature area with enhanced aesthetics.
- Decorative tree grates and supports that accommodate trunk growth and align with Sandwich Heritage Conservation District Plan guidelines.

Please note the Sandwich Street Enhancements design submitted to the City of Windsor in February 2024 is not finalized and remains subject to change. Some items noted above may be modified or eliminated and other features may be added.

BNA will continue to provide the local community, key stakeholders and general public with ongoing communication about the Sandwich Street reconstruction project, including the Sandwich Street Enhancements and consider feedback received as the project moves forward.

5. Appendices

Appendix A – News Release

PONT INTERNATIONAL GORDIE HOWE INTERNATIONAL BRIDGE

MEDIA RELEASE

Gordie Howe International Bridge team seeks feedback on Sandwich Street enhancements
February 7, 2022

Windsor, Ontario – As part of the Gordie Howe International Bridge project, three kilometres of Sandwich Street will be reconstructed. On top of this significant infrastructure improvement, the project team is investing $1 million into streetscape enhancements to create a welcoming and vibrant space for residents and visitors to the area. To ensure the enhancements reflect community priorities, the project team is requesting assistance in prioritizing the investment areas of most interest.

The $1 million investment is part of the project Community Benefits Plan under the Neighbourhood Infrastructure Strategy, which is a $20 million community infrastructure investment focused on priorities identified through stakeholder and community consultation.

While Sandwich Street will be reconstructed from south of the Rosedale Avenue roundabout to Ojibway Parkway, the $1 million enhancement focuses on the Business Improvement District, between Detroit Street through Brock Street.

Community members are asked to complete an online or paper survey that will help the project team prioritize how the $1 million investment will be spent and asks participants to rank four categories of streetscape enhancement options in order of importance:

- hardscaping: benches, additional garbage bins and sidewalks made of brick paving stones instead of poured concrete
- landscaping: potted plants and planter boxes, additional trees, perennials, and tall grasses.
- gathering spaces: seating and social areas, tables, and benches.
- active transportation features: additional bike racks, directional signage, or bike repair stations.

The project team will review survey results and identify the areas of highest priority for incorporation into the streetscaping designs for Sandwich Street. Designs will be shared later this year.

The survey and additional information are available online at GordieHoweInternationalBridge.com. An information package including the survey is also being distributed to approximately 1800 households in Sandwich/west Windsor. Paper copies can be requested by email to info@wdbridge.com or by calling 1-844-322-1773. Paper surveys can be

scanned or photographed and submitted by email to info@wdbridge.com or by dropping it off at the Windsor Public Library John Muir Branch at 363 Mill Street, Windsor, Ontario.

The survey closes March 7, 2022.

QUOTES:

“We know a vital part of making the Gordie Howe International Bridge project a success is investing and engaging with the host communities. Through the survey, the Sandwich community can share their unique perspectives and influence how the $1 million Community Benefits investment is spent. This helps ensure we’re making community-driven investments that we all can be proud of.”

- Bryce Phillips, CEO, Windsor-Detroit Bridge Authority (WDBA)

“Bridging North America is committed to ongoing collaboration with the Sandwich community and being good neighbours and community partners throughout the Sandwich Street reconstruction project. We look forward to learning directly from the Sandwich community what’s important to them, and how we can incorporate their vision into the Sandwich Street reconstruction design.”

- Michael Hatchell, CEO of Bridging North America (BNA)

QUICK FACTS:

- The project team will also host two online community meetings about the Sandwich Street improvements and upcoming construction work on Wednesday, February 23, 2022, from 3:00 - 4:00 p.m. and again from 6:30 - 7:30 p.m. Registration information is available at [link].
- Once complete the Sandwich Street reconstruction is complete, the City of Windsor will assume responsibility of maintaining the street.
- Sandwich Street reconstruction designs and plans will meet the City of Windsor’s standards and follow the Sandwich Heritage Conservation District, the Community Improvement Plan and Heritage Alteration Permit requirements and processes.

RELATED PRODUCTS

- Fact sheet: Sandwich Street reconstruction <*insert link*>
- Fact sheet: $1 million enhancements <insert link>

ABOUT THE GORDIE HOWE INTERNATIONAL BRIDGE

The Gordie Howe International Bridge project is a once-in-a-generation undertaking. Delivered by Windsor-Detroit Bridge Authority with its private-sector partner, Bridging North America, it will lead to much-needed transportation improvements for international travellers and provide jobs and opportunities for growth to the Windsor-Detroit region. Its four components include the Canadian Port of Entry, the bridge, the US Port of Entry and the Michigan Interchange to Interstate-75 (I-75).

ABOUT WINDSOR-DETROIT BRIDGE AUTHORITY
Windsor-Detroit Bridge Authority (WDBA) is a not-for-profit Canadian Crown corporation created to deliver the Gordie Howe International Bridge project between Windsor, ON and Detroit, MI through a public-private partnership (P3). WDBA is responsible for overseeing and managing the construction and operation of the new crossing. For more information visit www.GordieHoweInternationalBridge.com and follow the project on Twitter at www.twitter.com/GordieHoweBrg.

ABOUT BRIDGING NORTH AMERICA
Bridging North America (BNA) became the private-sector partner to design, build, finance, operate and maintain the Gordie Howe International Bridge project in September 2018. BNA is comprised of some of the most recognized leaders in the construction and infrastructure industry which includes North American and international companies. BNA partners have significant experience carrying out major infrastructure projects such as the Rt. Hon. Herb Gray Parkway in Windsor, Ontario; New Champlain Bridge Corridor in Montreal, Quebec; Autoroute 30 in Montreal, Quebec; Eglinton Crosstown LRT in Toronto, Ontario; Réseau Express Métropolitain (REM) in Montreal, Quebec; Automated People Mover at LAX Airport, California; Harbor Bridge, Corpus Christi, Texas; Tappan Zee Bridge in New York and San Francisco-Oakland Bay Bridge, California

For information please contact:
Gordie Howe International Bridge
Media Relations
226-757-1716

Appendix B – Media Advisory



MEDIA ADVISORY

Upcoming Sandwich Street reconstruction and enhancements community meeting
February 21, 2022

Windsor-Detroit Bridge Authority (WDBA) and Bridging North America (BNA) will hold online Community Meetings on February 23, 2022, to inform the public about the upcoming Sandwich Street reconstruction and $1 million enhancements projects.

MEETING DETAILS

February 23, 2022
Two online community meetings will be held on Microsoft Teams:
3:00 – 4:00 p.m.
6:30 – 7:30 p.m.

The online community meeting will include a presentation followed by a question and answer period. The presentation will provide an overview of the Sandwich Street reconstruction project, including information about the $1 million dollar streetscape enhancement investment made available through the project Community Benefits Plan.

Community members can register to attend by sending an email to info@wdbridge.com or phoning 1-884-322-1773. The meeting link will be shared upon registration.

Registration closes on February 22, 2022, at 12:00 p.m.

Media interested in attending the event are asked to email info@wdbridge.com for the meeting link.

A video of the meeting, project fact sheets and additional materials will be posted to the project website www.GordieHoweInternationalBridge.com following the event.

For information please contact:
Gordie Howe International Bridge
Media Relations
226-757-1716

Appendix C - Social media posts (posted in February and March 2022)

We want your feedback. The #GordieHoweBridge project team is seeking feedback from the community about Sandwich Street reconstruction and enhancements. Take the online survey and prioritize the investment areas: [link to online survey]

The #GordieHoweBridge project team is holding Online Community Meetings on Feb 23 at 3:00pm and 6:30pm to inform the public about the upcoming Sandwich Street reconstruction and enhancements project. The Online Community Meetings will include a presentation followed by a question & answer period. Register to attend by email at info@wdbridge.com or phoning 1-884-322-1773. The meeting link will be shared upon registration.

Have you registered for a #GordieHoweBridge Online Community Meeting on Feb 23 regarding Sandwich Street reconstruction and enhancements? Register for the 3:00pm or 6:30pm meeting by emailing info@wdbridge.com or calling 1-844-322-1773.

Did you miss the #GordieHoweBridge Online Community Meetings regarding Sandwich Street reconstruction and enhancements? Meeting materials are now available on our website. Take the online survey and provide your feedback to help inform the design and investment: [link to online survey]

You can help inform design. The #GordieHoweeBridge project team is seeking feedback from the community about Sandwich Street reconstruction and enhancements. Take the online survey and prioritize the investment areas: [link to online survey]

Today is the last day to submit your feedback. The #GordieHoweBridge project team is seeking feedback from the community about Sandwich Street reconstruction and enhancements. Take the online survey and prioritize the investment areas: [link to online survey]

Appendix D – Flyer / Public Notice / Maildrop Package

GORDIE HOWE INTERNATIONAL BRIDGE
SANDWICH STREET $1 MILLION ENHANCEMENTS SURVEY
AND ONLINE COMMUNITY MEETING

As part of the Gordie Howe International Bridge project, just over three kilometres of Sandwich Street in Windsor, Ontario will be reconstructed. Sandwich Street reconstruction will stretch from south of the Rosedale Avenue roundabout past Ojibway Parkway to McKee Avenue.

In addition to this work, the project team is investing $1 million to further enhance the Sandwich Business Improvement Area through the Community Benefits Plan.

Learn more about the Sandwich Street Improvements and Upcoming Construction Work
Join the project team for an online meeting to learn more about the reconstruction project, information about the $1 million enhancements, as well as a question-and-answer period.

Wednesday, February 23, 2022
3:00 - 4:00 p.m.
and/or
6:30 - 7:30 p.m.

Register to attend by emailing info@wdbridge.com or phoning 1-884-322-1773. The meeting link will be shared upon registration. The presentation, meeting materials and a video of the meeting will be posted to the project website following the event.

$1 Million Enhancements Survey
Through, the Gordie Howe International Bridge Community Benefits Plan, the project team is investing $1 million to further enhance the Sandwich Business Improvement Area, in addition to the Sandwich Street reconstruction project. The project team is collecting community feedback through a survey that will help determine how the $1 million should be prioritized. Survey respondents are asked to rank these four categories of investment areas:

- hardscaping: Benches, planter fences, and waste receptacles.
- landscaping: Potted plants or trees, flowering shrubs, planter boxes, tall grasses or other vegetation.
- gathering spaces: Seating areas of tables and benches, alone or in clusters to allow for community interaction.
- active transportation: Bike racks, wayfinding signage, or bicycle repair stations.

The project team will review survey results and identify the areas of highest priority for incorporation into the streetscaping designs for Sandwich Street.

How to participate in the survey:

The survey is available online and/or through the enclosed paper hardcopy.

Responses to the online survey and paper hardcopies will be accepted until March 7, 2022.

To take the survey online visit gordiehoweinternationalbridge.com. Select the “Sandwich Street” tab under the “Construction” section of the website. This will direct you to the Sandwich Street Reconstruction page where the survey link is located.

You can return a scan or photo of your completed survey by email to info@wdbridge.com or by dropping off the paper copy at the Windsor Public Library John Muir Branch at 363 Mill Street, Windsor, Ontario.

Date: _____

(Optional) Name – Please print:_____

(Optional) Email:_____

(Required) Postal Code: _____

All comments received are appreciated, however, only comments from Canadian residents can be considered in accordance with *Canadian Environmental Assessment Act* requirements.

Please rank the following four categories by most important to least important:

One (1) = most important.
Four (4) = least important.

__ Hardscaping

__ Landscaping

__ Gathering Spaces

__ Active Transportation

Find examples of the four categories by referencing your enclosed information package, or by visiting gordiehoweinternationalbridge.com and selecting the “Sandwich Street” tab under the “Construction” section of the website.

The personal information on this form is collected for the purpose of communicating with individuals external to the institution with respect to general inquiries and response, distribution of public awareness and communications material, dissemination of reports, publications, and other documentation on matters relating to the Gordie Howe International Bridge project.

The personal information is collected pursuant to and is protected under the provisions of the Privacy Act with respect to its use, disclosure, retention or disposal.

SANDWICH STREET RECONSTRUCTION
Sandwich Street Reconstruction will include a new street and sidewalks, bicycle and multipurpose lanes and a new stormwater sewer. Once complete, the City of Windsor is responsible for maintaining the street.

RECONSTRUCTION PHASES AND TIMELINES
The Sandwich Street reconstruction activities will occur in four phases and take place during the hours of 6 a.m. to 8 p.m. daily.

PHASE ONE: SUMMER 2022: McKee Road to the Ojibway Parkway.

PHASE TWO: FALL 2022 – WINTER 2022: Ojibway Parkway meets Sandwich Street to Chappell Street.

PHASE THREE: SPRING 2023: Brock Street to just south of the Rosedale Avenue roundabout, including the Sandwich Business Improvement Area.

PHASE FOUR: 2024: Chappell Street to Brock Street. Sidewalks and bike lanes will also be constructed along this stretch.

TRAFFIC AND CONSTRUCTION MITIGATION
Through traffic will be maintained along Sandwich Street. Traffic may be reduced to one lane at times. Residents and businesses along the reconstruction stretch will have driveway and parking lot access maintained and receive advance notice of upcoming traffic impacts.

Construction mitigation measures include:
vibration monitoring program
dust control
noise control.

ABOUT THE GORDIE HOWE INTERNATIONAL PROJECT
The Gordie Howe International Bridge project is a once-in-a-generation undertaking. Delivered by Windsor-Detroit Bridge Authority with its private-sector partner, Bridging North America, it will lead to much-needed transportation improvements for international travellers and provide jobs and opportunities for growth to the Windsor-Detroit region. Its four components include the Canadian Port of Entry, the bridge, the US Port of Entry and the Michigan Interchange to Interstate-75 (I-75).

For more information about the Gordie Howe International Bridge project visit www.GordieHoweInternationalBridge.com or call 1-844-322-1773. Follow us on Twitter at www.twitter.com/GordieHoweBrg, like us on Facebook at www.facebook.com/GordieHoweBridge and connect with us on LinkedIn at www.linkedin.com/company/wdba-apwd

Appendix E – Survey (online and paper)

Date: _____

(Optional) Name – Please print:_____

(Optional) Email:_____

(Required) Postal Code: _____

All comments received are appreciated, however, only comments from Canadian residents can be considered in accordance with *Canadian Environmental Assessment Act* requirements.

Please rank the following four categories by most important to least important:

One (1) = most important.
Four (4) = least important.

__ Hardscaping

__ Landscaping

__ Gathering Spaces

__ Active Transportation

Find examples of the four categories by referencing your enclosed information package, or by visiting gordiehoweinternationalbridge.com and selecting the “Sandwich Street” tab under the “Construction” section of the website.

The personal information on this form is collected for the purpose of communicating with individuals external to the institution with respect to general inquiries and response, distribution of public awareness and communications material, dissemination of reports, publications, and other documentation on matters relating to the Gordie Howe International Bridge project.

The personal information is collected pursuant to and is protected under the provisions of the Privacy Act with respect to its use, disclosure, retention or disposal.

Appendix F – Community/public meeting presentation (February 23)



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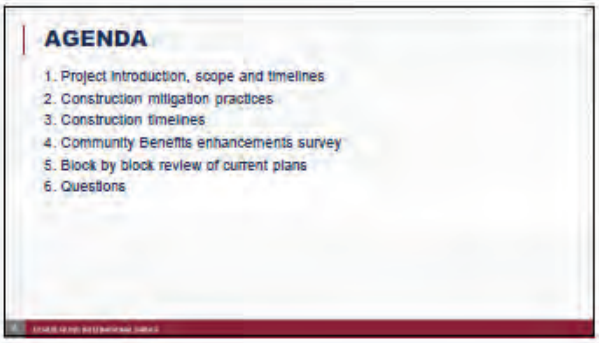

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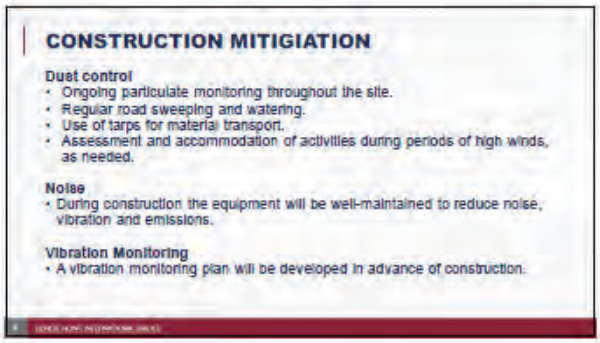

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SANDWICH RECONSTRUCTION: WHAT TO EXPECT
Construction will be conducted between the hours of 6 a.m. and 8 p.m. daily.
Sandwich Street will remain open to traffic during construction although lane closures may be required.
BNA will remove the roadway and public sidewalks, up to the property line.
Access to businesses will be maintained, including driveway access.
BNA will provide construction updates so businesses and people can plan in advance.

7


CONSTRUCTION AND TRAFFIC NOTIFICATIONS
Regular communication with Sandwich Street residents and businesses will occur through:
Updates at monthly Sandwich BIA meetings
Monthly drop-in days at the Sandwich Community Office*
Sandwich Construction section on website including weekly construction updates
Social media
Flyers to homes and businesses
Updates at quarterly public meetings and in quarterly community newsletters
On-road signage for upcoming traffic situations
* Pending Covid-19 guidelines
Inquiries and concerns can be shared anytime to info@wdbridge.com or 1-844-322-1773

8


SANDWICH STREET ENHANCEMENTS AND OTHER COMMUNITY BENEFITS
The public realm could improve within Sandwich BIA area the through an additional $1 million in Community Benefits funding from the Gordie Howe International Bridge project.
A proposed design will embrace place-making principles to make it a more enjoyable gathering space.
The replacement of existing furniture and other features including planters, benches, garbage receptacles and bike racks will be enhanced through an additional $1 million in Community Benefits funding towards streetscape enhancements in the BIA.
Other upcoming Community Benefit initiatives in the Sandwich Towne area:
Improvements to McKee Park
Windsor-Detroit Cross-River Tour – a series of historic, interpretive signs along Sandwich Street to the Canadian Port of Entry
Bike rack competition
Connection from Canadian Port of Entry to Malden Park to connect to the Rt. Hon. Herb Gray Parkway trail.

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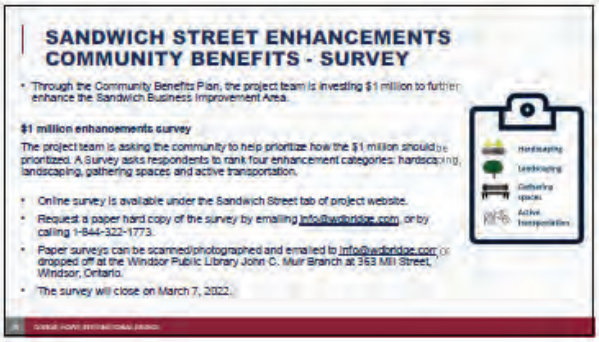
SANDWICH STREET ENHANCEMENTS COMMUNITY BENEFITS - SURVEY
Through the Community Benefits Plan, the project team is investing $1 million to further enhance the Sandwich Business Improvement Area.
$1 million enhancements survey
The project team is asking the community to help prioritize how the $1 million should be prioritized. A Survey asks respondents to rank four enhancement categories: hardscaping, landscaping, gathering spaces and active transportation.
Online survey is available under the Sandwich Street tab of project website.
Request a paper hard copy of the survey by emailing info@wdbridge.com or by calling 1-844-322-1773.
Paper surveys can be scanned/photographed and emailed to info@wdbridge.com or dropped off at the Windsor Public Library John C. Muir Branch at 363 Mill Street, Windsor, Ontario.
The survey will close on March 7, 2022.

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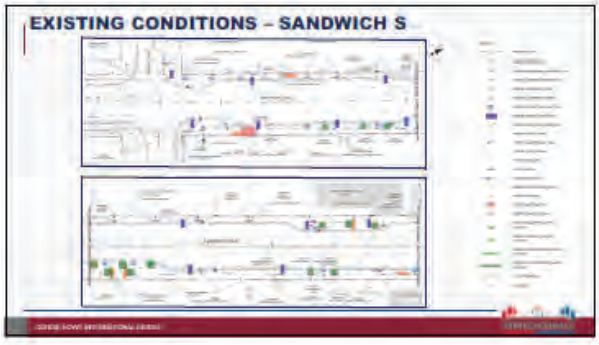
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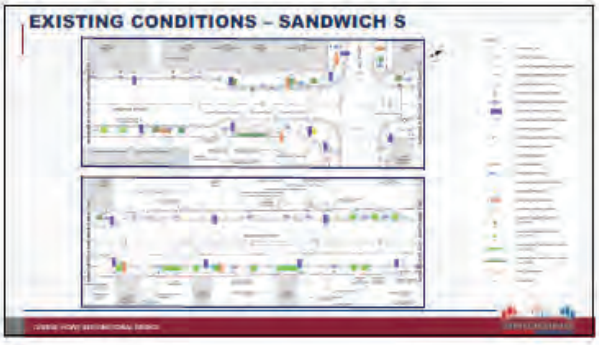
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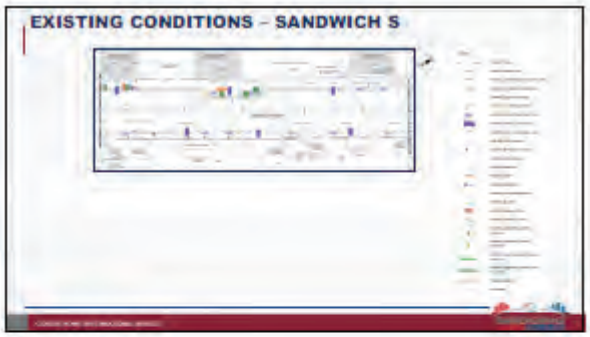

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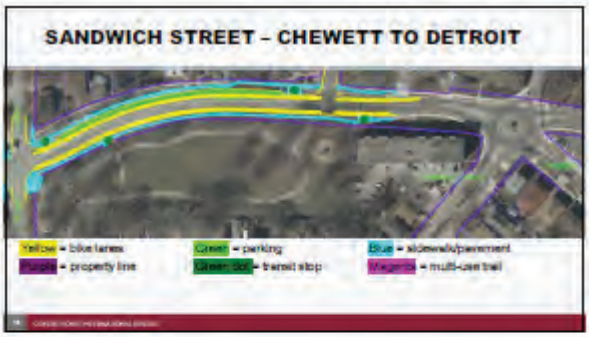

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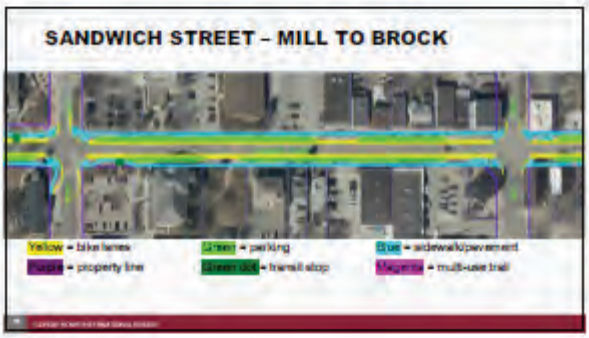

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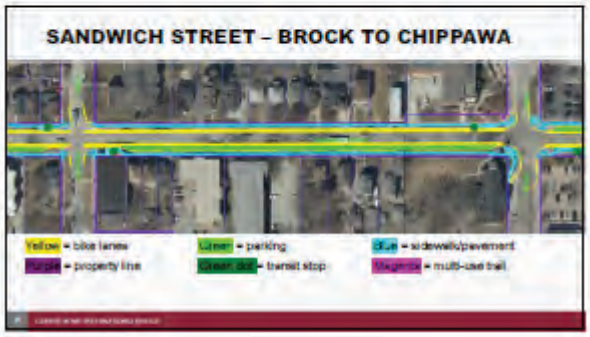

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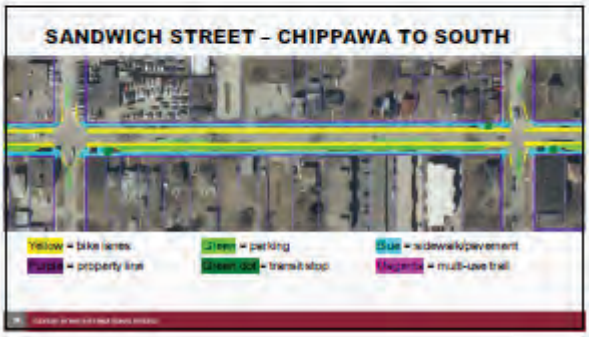

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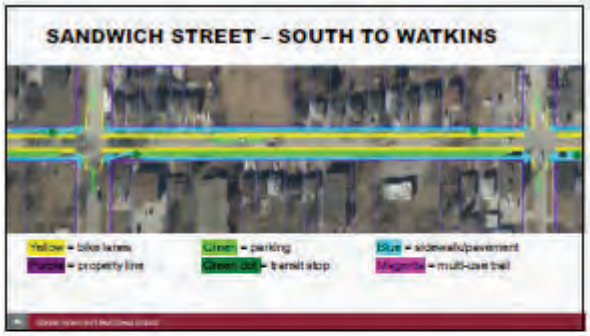

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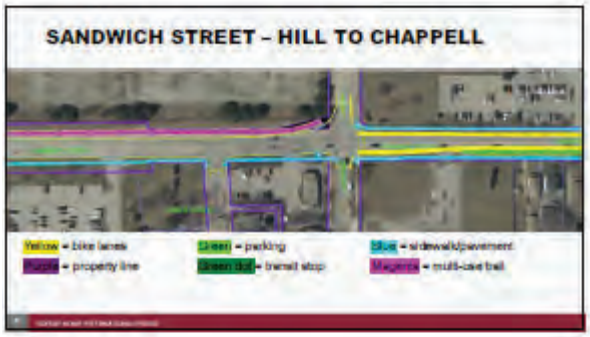

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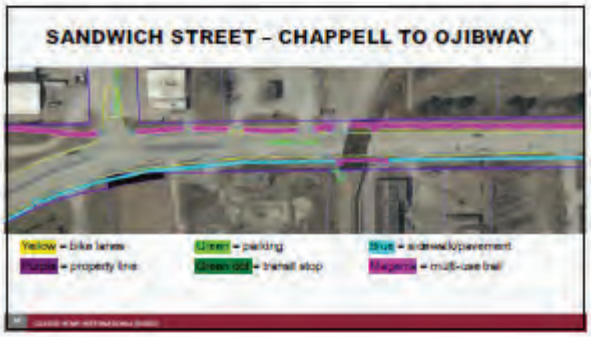

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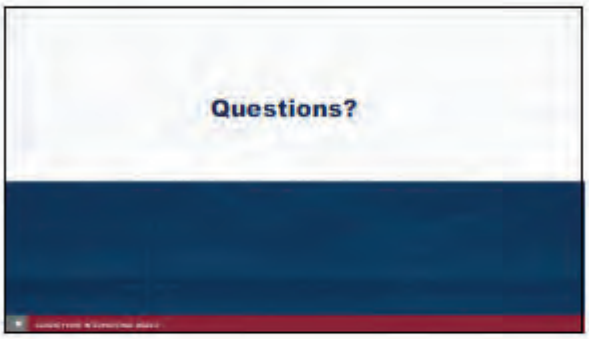
Questions?

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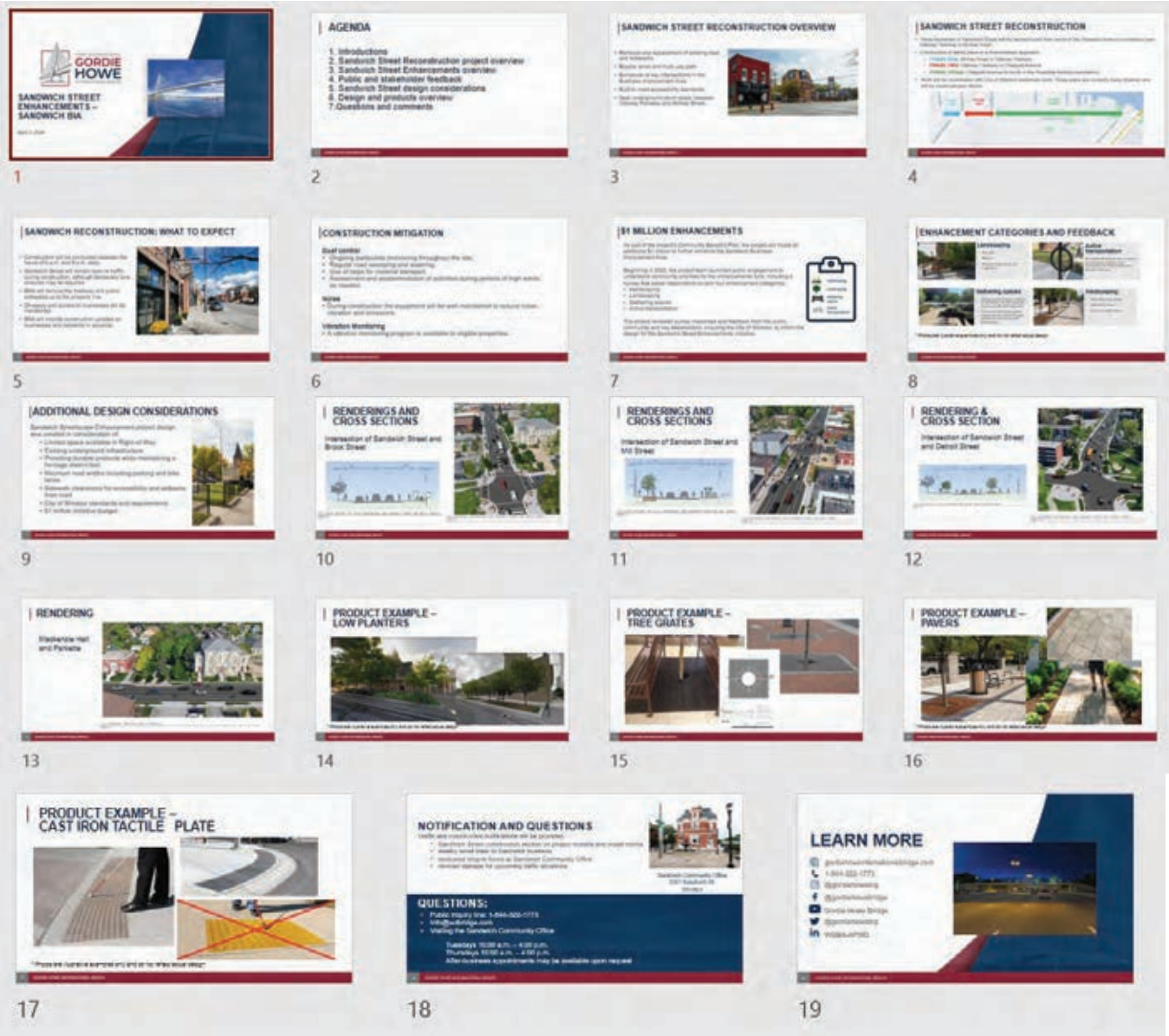
LEARN MORE
1-844-322-1773
@gordiehowebridge
Gordie Howe Bridge
@gordiehowebrj
WDBA-APWD

26

Appendix G – Presentation for BIA Briefing April 3 2024



Appendix H – Comments from BIA meeting April 3, 2024

	Comment Designation	Meeting Reference	Comments	Commenter	Project Team (BNA/WDBA) Replies	Actions	Action By:	Comment Responses
2	Streetscape comments	Presentation to BIA - April 3, 2024	Will lamps will be powder coated when refurbished?	BIA member	N/A	Project team and City to review if lampposts will be powder coated when refurbished.	CoW	
3	Streetscape comments	Presentation to BIA - April 3, 2024	Concerns with current low planters as these are often hit by car doors and collect garbage.	BIA memer	The project team noted the proposed design includes less planters placed in key areas. These planters are set-back further from the road to address concerns about damage to/by car doors. Tree grates have been incorporated in key locations with trees, instead of planters, to create an area that is of unified height.	N/A	N/A	
4	Streetscape comments	Presentation to BIA - April 3, 2024	Who is responsible to water the new sod and noted challenges with sod maintenance due to frequency of cutting and damage by salt.	BIA member	The project team noted the sod will be planted in the Right-of-Way, therefore adjacent business and homeowners are responsible to maintain the sod.	Project team to review use of sod in proposed design.	BNA	
5	Streetscape comments	Presentation to BIA - April 3, 2024	The proposed low planters may be used by skateboarders and asked if features could be installed to deter this.	BIA member	No features currently included to deter skateboarders.	Project team to review if features can be incorporated into the low planters to deter use by skateboarders.	BNA	
6	Streetscape comments	Presentation to BIA - April 3, 2024	Do the enhancements include the fountain and surrounding area at the corner of Sandwich and Mill streets?	BIA member	The project team noted the enhancements end at the Right-of-Way in that area. Additional enhancements cannot be incorporated to the fountain as it is on private property.	N/A	N/A	
7	Streetscape comments	Presentation to BIA - April 3, 2024	Will streetcar tracks, or other treatments, will be incorporated into the crosswalks at key intersections?	BIA member	No additional enhancements to crosswalks have been included in the design.	N/A	N/A	
8	Streetscape comments	Presentation to BIA - April 3, 2024	Some of the existing lock-ups are missing or damaged and require replacement; adding that a meeting occurred previously with the City of Windsor to identify where additional bicycle lock ups could be added in the BIA.	BIA member	The bicycle lock stations have been replaced one-for-one with the existing count in the proposed designs.	City of Windsor to review locations where opportunities to add bike lock-ups were previously identified.	COW	
9	Streetscape comments	Presentation to BIA - April 3, 2024	Concerns with the safety at the intersection of Sandwich and Mill streets, noting the current corner has low visibility, challenges with the traffic signal and a tight turning radius that is used by trucks. This has resulted in accidents. Members asked if bollards could be incorporated into the intersection design at this intersection.	BIA member	The project team noted that signalization and enforcement of use of truck routes is within the City of Windsor's jurisdiction. The turning radius in the new design will be compliant with current standards.	Stephen Hargraves to email Kevin Alexander noting safety concerns relating to the intersection of Sandwich and Mill streets. Project team to review incorporation of bollards at intersection of Sandwich and Mill streets.	BNA and COW	

10	Streetscape comments	Presentation to BIA members - April 5, 2024	Will the existing trolley tracks that are embedded at the intersection of Mill and Sandwich Streets be reincorporated?	BIA member	Any trolley tracks found during the reconstruction project will be salvaged, as appropriate but may not be reinstalled.	Comment provided to the design team for consideration.	BNA	
11	Streetscape comments	Presentation to BIA members - April 5, 2024	Proposed sod may not be regularly cut by those responsible to maintain the Right-of-Way.	BIA member	Noted.	N/A	BNA	
12	Streetscape comments	Presentation to BIA members - April 5, 2024	Will the street poles be consistent with what current exists as the BIA uses this infrastructure to hang holiday decorations	BIA member	The project team noted that the existing poles will be refurbished and replaced.	Project team to confirm existing decorative street poles will be replaced.	BNA	
13	Streetscape comments	Presentation to BIA members - April 5, 2024	Can a heritage style bus shelter can be installed instead of the City standard as this would contribute to the heritage look and feel in the area.	BIA member	Noted.	Comment will be provided to the design team for consideration.	BNA	
14	Streetscape comments	Presentation to BIA members - April 5, 2024	Is there is water access along the street or in bump outs to water the new vegetation?	BIA member	Will review and advise.	Project team to review if water access is available to water vegetation in planters.	BNA and COW	
15	Streetscape comments	Presentation to BIA members - April 5, 2024	Will parking be maintained in front of Mackenzie Hall and where will the bus will stop in that area?	BIA member	Will review and advise.	Project team and City of Windsor to review if parking will be maintained in front of Mackenzie Hall and where the City bus will stop.	BNA and COW	
6	Streetscape comments	Presentation to BIA members - April 5, 2024	How long will the parking lot to the Sandwich Towne Family Dentistry be inaccessible	Dr. Hanaka	Will review and advise.	Project team to review and advise how long will the parking lot to the Sandwich Towne Family Dentistry will be inaccessible.	BNA	
7	Streetscape comments	Presentation to BIA members - April 5, 2024	Does the scope of the reconstruction work included a 'shave and pave' or full reconstruction	BIA member	Will review and advise.	Project team to review and advise whether the scope of the reconstruction work includes a 'shave and pave' or full reconstruction.	BNA and COW	
8	Streetscape comments	Presentation to BIA members - April 5, 2024	There is interest in having wayfinding signage on Ojibway Parkway to direct bridge users to Sandwich Town.	BIA member	Out of project scope.	N/A	COW	
9	Streetscape comments	Presentation to BIA members - April 5, 2024	The existing historic Sandwich signs at the corners of Brock and Detroit streets require cleaning if the area will serve as a gateway to the community.	BIA member	Out of project scope.	N/A	COW	

L-000- SANDWICH STREET LANDSCAPE PLAN ISOA1 594x841

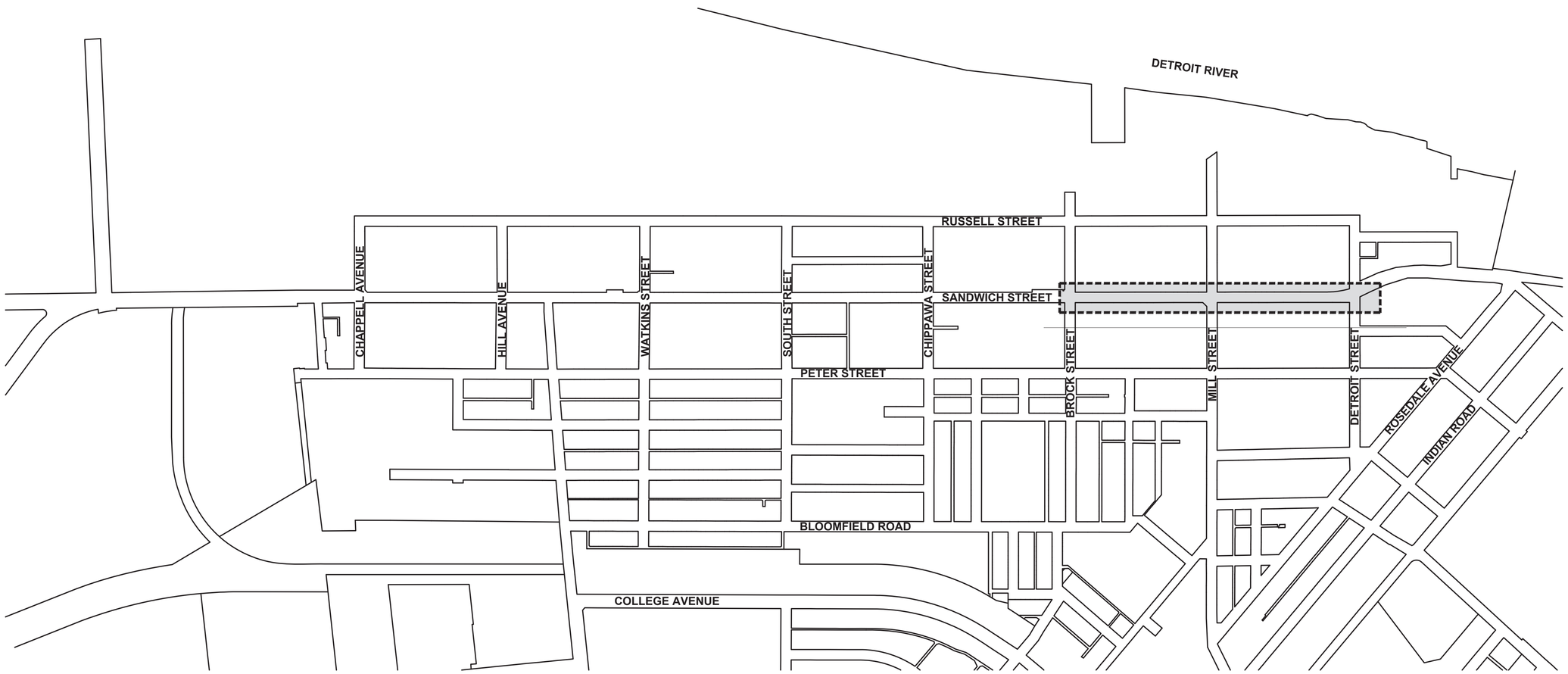
Designer: AH Checked: RB Approved: RB

Project Team Initials

GORDIE HOWE INTERNATIONAL BRIDGE

SANDWICH STREET NORTH IMPROVEMENTS

LANDSCAPE



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PROJECT Co.

BRIDGING NORTH AMERICA

CONSULTANT

AECOM

PROJECT

GORDIE HOWE INTERNATIONAL BRIDGE

SANDWICH STREET CORRIDOR
WINDSOR, ONTARIO

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STAMP

ISSUE/REVISION

I/R	DATE	DESCRIPTION
A	MAR-19-24	ISSUED FOR RFC SNS

DESIGN UNIT

LANDSCAPE

SHEET TITLE

COVER SHEET

SHEET No.

L-000

Last Plotted: 18 March, 2024
Filename: C:\pwworking\aecom_ds17_na_clt_ghillashley.hosker@aecom.com\dms43949\GHIB_C19_CAPE_SAND_L-000.dwg

Printed on ___% Post-Consumer Recycled Content Paper

SHEET LIST

SHEET	DESCRIPTION
L-000	Cover Sheet
L-001	List of Sheets & Landscape Notes
LR101	Sandwich Street North Existing Conditions & Removals 29+50 to 31+70
LR102	Sandwich Street North Existing Conditions & Removals 31+70 to 33+90
LR103	Sandwich Street North Existing Conditions & Removals 33+90 to 35+75
L-101	Sandwich Street Landscape Plan 29+70 to 30+37
L-102	Sandwich Street Landscape Plan 30+37 to 31+02
L-103	Sandwich Street Landscape Plan 31+02 to 31+67
L-104	Sandwich Street Landscape Plan 31+67 to 32+32
L-105	Sandwich Street Landscape Plan 32+32 to 32+97
L-106	Sandwich Street Landscape Plan 32+97 to 33+67
L-107	Sandwich Street Landscape Plan 33+67 to 34+27
L-108	Sandwich Street Landscape Plan 34+27 to 34+93
L-109	Sandwich Street Landscape Plan 34+93 to 35+20
L-500	Landscape Details - Planting Sandwich Street
L-501	Landscape Details - Hardscape Sandwich Street
L-502	Landscape Details - Hardscape Sandwich Street
L-503	Landscape Details - Tree Grates Sandwich Street
L-504	Landscape Details - Planters Sandwich Street
L-505	Landscape Renderings - Sandwich Street & Brock Street
L-506	Landscape Renderings - Sandwich Street & Mill Street
L-507	Landscape Renderings - Sandwich Street & Detroit Street
L-508	Landscape Renderings - Mackenzie Hall & Parkette
SC01	Site Key Plan & Soil Cell Layouts
SC02	Soil Cell Cross Sections

LANDSCAPE NOTES

1. GENERAL NOTES:

1.1. THESE DRAWINGS SHALL NOT BE USED FOR CONSTRUCTION UNLESS STAMPED AND SIGNED BY THE LANDSCAPE ARCHITECT.

1.2. ANY AMBIGUITY IN THE DRAWINGS, SPECIFICATIONS OR DETAILS IS TO BE REPORTED TO THE CONTRACT ADMINISTRATOR FOR DIRECTION. DO NOT PROCEED IN UNCERTAINTY.

1.3. DRAWINGS MAY BE SCALED FOR APPROPRIATE LAYOUT ONLY. ALL MEASUREMENTS IN METRIC. ALL LAYOUT, INCLUDING PLANTING, TO BE STAKED BY THE CONTRACTOR AND APPROVED BY THE CONTRACT ADMINISTRATOR.

1.4. THE CONTRACTOR IS TO TAKE NECESSARY PRECAUTION TO PROTECT ALL EXISTING SITE FEATURES UNLESS SPECIFIED FOR DEMOLITION. THIS INCLUDES ALL SURVEY BARS, STAKES AND MONUMENTS. MAKE GOOD ANY DAMAGE.

1.5. UPON COMPLETION OF WORK EACH DAY, REMOVE ALL DEBRIS, GARBAGE AND SURPLUS MATERIALS FROM THE SITE. KEEP THE SITE CLEAN AND USABLE AT ALL TIMES.

1.6. ANY CHANGES TO THIS ACCEPTED PLAN MUST BE REVIEWED AND APPROVED BY THE CONTRACT ADMINISTRATOR.

1.7. FOR EXISTING TREE AND SITE FURNISHING INFORMATION REFER TO AECOM TREE AND SITE FURNISHING INVENTORY MEMORANDUM - TREE AND SITE FURNISHING INVENTORY ON SANDWICH STREET BETWEEN BROCK STREET AND DETROIT STREET IN WINDSOR, ONTARIO, DATED DECEMBER 9, 2022.

1.8. REFER TO ACL-GHIB-SAND-SPEC0001 AS WELL AS ALL RELEVANT CITY OF WINDSOR STANDARDS.

2. PLANTING NOTES

2.1. ALL PLANTING SHALL BE UNDERTAKEN BY THE CITY OF WINDSOR STAFF.

2.2. ALL AREAS OF DISTURBED SOIL MUST BE STABILIZED WITH EROSION CONTROL MEASURES AND/OR SODDED IMMEDIATELY UPON COMPLETION OF WORK.

2.3. THE CONTRACTOR IS TO REVIEW WITH CONTRACT ADMINISTRATOR ANY MAINTENANCE REQUIREMENTS NECESSARY FOR WARRANTY PURPOSES.

3. SODDING NOTES

3.1. THE CONTRACTOR IS TO ENSURE COVERAGE AND SOD GROWTH.

3.2. SOD APPLICATION TO BE INSTALLED IN A CONSISTENT AND THOROUGH FASHION COVERING ENTIRE SITE.

3.3. SOD ALL DISTURBED AREAS WITHIN THE CONSTRUCTION/ACCESS EASEMENTS UNLESS SHOWN OTHERWISE.

3.4. TOPSOIL IN SODDED AREAS TO BE 150mm MINIMUM.

3.5. SOD WITH TURF GRASS NURSERY SOD TYPES:

3.5.1. NUMBER ONE KENTUCKY BLUE GRASS SOD AND/OR FESCUE SOD. NURSERY SOD GROWN SOLELY FROM SEED MIXTURE OF CULTIVARS OF KENTUCKY BLUEGRASS AND/OR CHEWING FESCUE OR CREEPING RED FESCUE, CONTAINING NOT LESS THAN 40% KENTUCKY BLUEGRASS CULTIVARS AND 30% CHEWING FESCUE OR CREEPING RED FESCUE CULTIVARS.

3.6. CONTRACT ADMINSTRATOR TO BE CONTACTED PRIOR TO SODDING TO COORDINATE OPERATIONS IN ORDER TO ENSURE FINAL ACCEPTANCE.

3.7. ALL SODDING OF DISTURBED AREAS MUST OCCUR IMMEDIATELY UPON COMPLETION OF THE GRADING WORK, WEATHER PERMITTING. SODDING OPERATIONS SHOULD TAKE PLACE BETWEEN APRIL 15 AND JUNE 15 OR BETWEEN AUGUST 15 AND OCTOBER 30 AT THE LATEST, PROVIDING THE GROUND IS IN A FROST-FREE CONDITION. IN THE EVENT THAT IMMEDIATE COMPLETION OF THE SODDING IS NOT FEASIBLE OTHER EROSION CONTROL METHODS WILL BE REQUIRED. DISCUSS WITH CONTRACT ADMINISTRATOR PRIOR TO PROCEEDING.

3.8. ALL AREAS DISTURBED DURING REMOVAL OF SEDIMENT AND EROSION CONTROL MEASURES ARE TO BE SODDED.

3.9. ALL TOPSOIL COMPACTED DURING CONSTRUCTION ACTIVITIES IS TO BE SCARIFIED TO THE SATISFACTION OF THE CONTRACT ADMINISTRATOR PRIOR TO SOD APPLICATION.

3.10. IF DISTURBED AREA EXTENDS BEYOND CONSTRUCTION LIMIT, APPLY 150mm THICK TOPSOIL AND SOD.

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A	MAR-19-24	ISSUED FOR RFC SNS

DESIGN UNIT

LANDSCAPE

SHEET TITLE

LIST OF SHEETS & LANDSCAPE NOTES

SHEET No.

L-001

Last Plotted: 19 March, 2024
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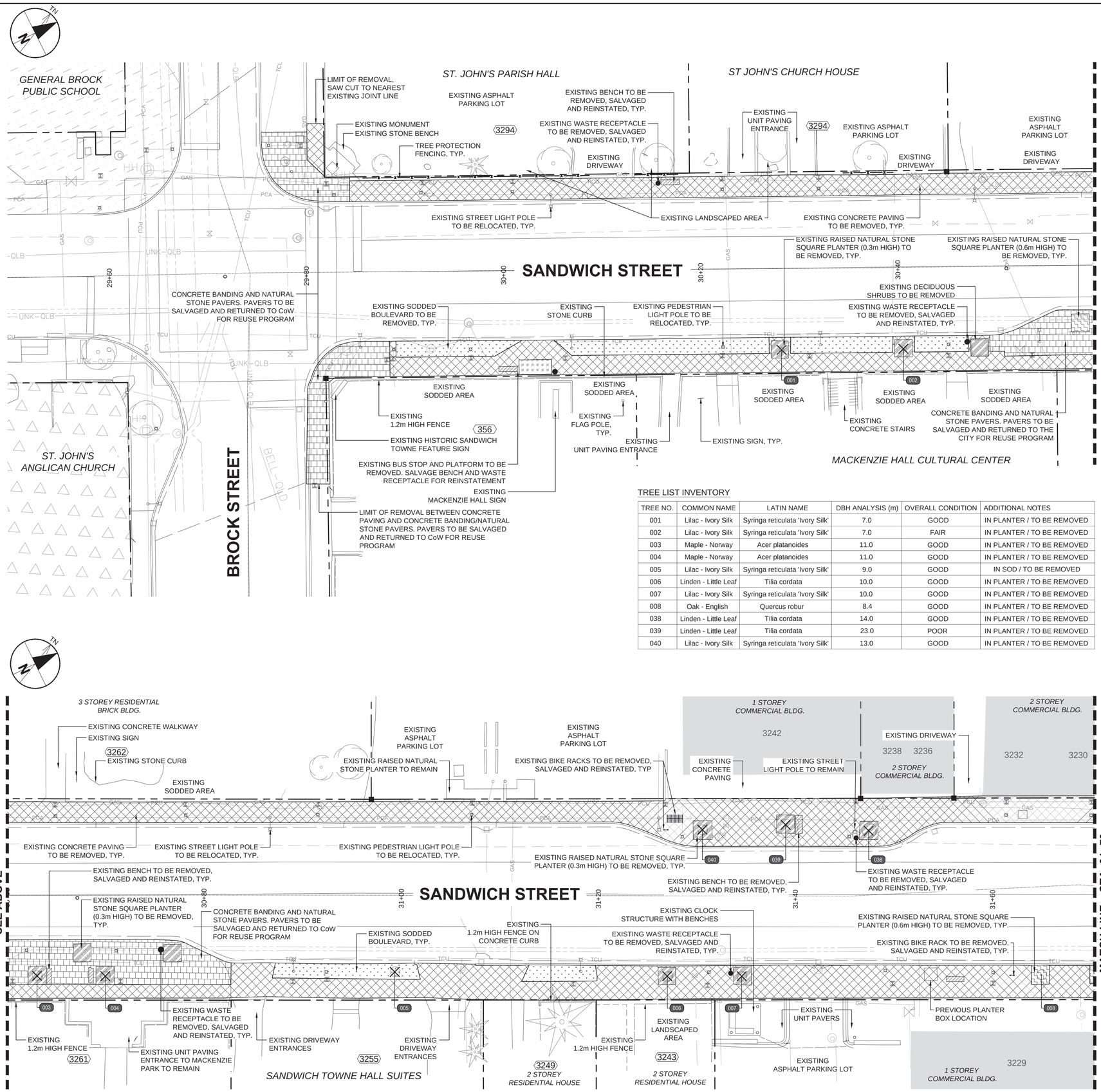

TREE LIST INVENTORY

TREE NO.	COMMON NAME	LATIN NAME	DBH ANALYSIS (m)	OVERALL CONDITION	ADDITIONAL NOTES
001	Lilac - Ivory Silk	Syringa reticulata 'Ivory Silk'	7.0	GOOD	IN PLANTER / TO BE REMOVED
002	Lilac - Ivory Silk	Syringa reticulata 'Ivory Silk'	7.0	FAIR	IN PLANTER / TO BE REMOVED
003	Maple - Norway	Acer platanoides	11.0	GOOD	IN PLANTER / TO BE REMOVED
004	Maple - Norway	Acer platanoides	11.0	GOOD	IN PLANTER / TO BE REMOVED
005	Lilac - Ivory Silk	Syringa reticulata 'Ivory Silk'	9.0	GOOD	IN SOD / TO BE REMOVED
006	Linden - Little Leaf	Tilia cordata	10.0	GOOD	IN PLANTER / TO BE REMOVED
007	Lilac - Ivory Silk	Syringa reticulata 'Ivory Silk'	10.0	GOOD	IN PLANTER / TO BE REMOVED
008	Oak - English	Quercus robur	8.4	GOOD	IN PLANTER / TO BE REMOVED
038	Linden - Little Leaf	Tilia cordata	14.0	GOOD	IN PLANTER / TO BE REMOVED
039	Linden - Little Leaf	Tilia cordata	23.0	POOR	IN PLANTER / TO BE REMOVED
040	Lilac - Ivory Silk	Syringa reticulata 'Ivory Silk'	13.0	GOOD	IN PLANTER / TO BE REMOVED

LEGEND:

- PROPERTY LINE
- EXISTING PHONE LINE
- EXISTING UNDERGROUND POWER LINE
- EXISTING OVERHEAD POWER LINE
- EXISTING GAS LINE
- EXISTING DECIDUOUS TREE
- EXISTING CONIFEROUS TREE
- EXISTING PEDESTRIAN LIGHT POLE TO BE RELOCATED
- EXISTING STREET LIGHT POLE TO BE RELOCATED
- EXISTING ELECTRICAL HAND HOLE
- EXISTING CATCH BASIN
- EXISTING MAINTENANCE HOLE
- EXISTING FIRE HYDRANT AND WATER VALVE
- EXISTING BENCH TO BE REMOVED AND SALVAGED FOR REINSTATEMENT
- EXISTING BIKE RACK TO BE REMOVED AND SALVAGED FOR REINSTATEMENT
- EXISTING WASTE RECEPTACLE TO BE REMOVED AND SALVAGED FOR REINSTATEMENT
- EXISTING BUS STOP AND PLATFORM TO BE REMOVED
- EXISTING RAISED NATURAL STONE SQUARE PLANTER (0.3m HIGH) TO BE REMOVED
- EXISTING RAISED NATURAL STONE SQUARE PLANTER (0.6m HIGH) TO BE REMOVED
- EXISTING SIGN
- EXISTING CONCRETE PAVING TO BE REMOVED
- EXISTING SODDED BOULEVARD TO BE REMOVED
- PART IV HERITAGE ACT AREA
- ARCHAEOLOGY NO-GO AREA
- PROPOSED TREE PROTECTION FENCING

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ASSOCIATION OF LANDSCAPE ARCHITECTS ONTARIO — MEMBER — OALA

KEY PLAN



0 5 10 m
1:200

ISSUE/REVISION

I/R	DATE	DESCRIPTION
A	MAR-19-24	ISSUED FOR RFC SNS

DESIGN UNIT

LANDSCAPE

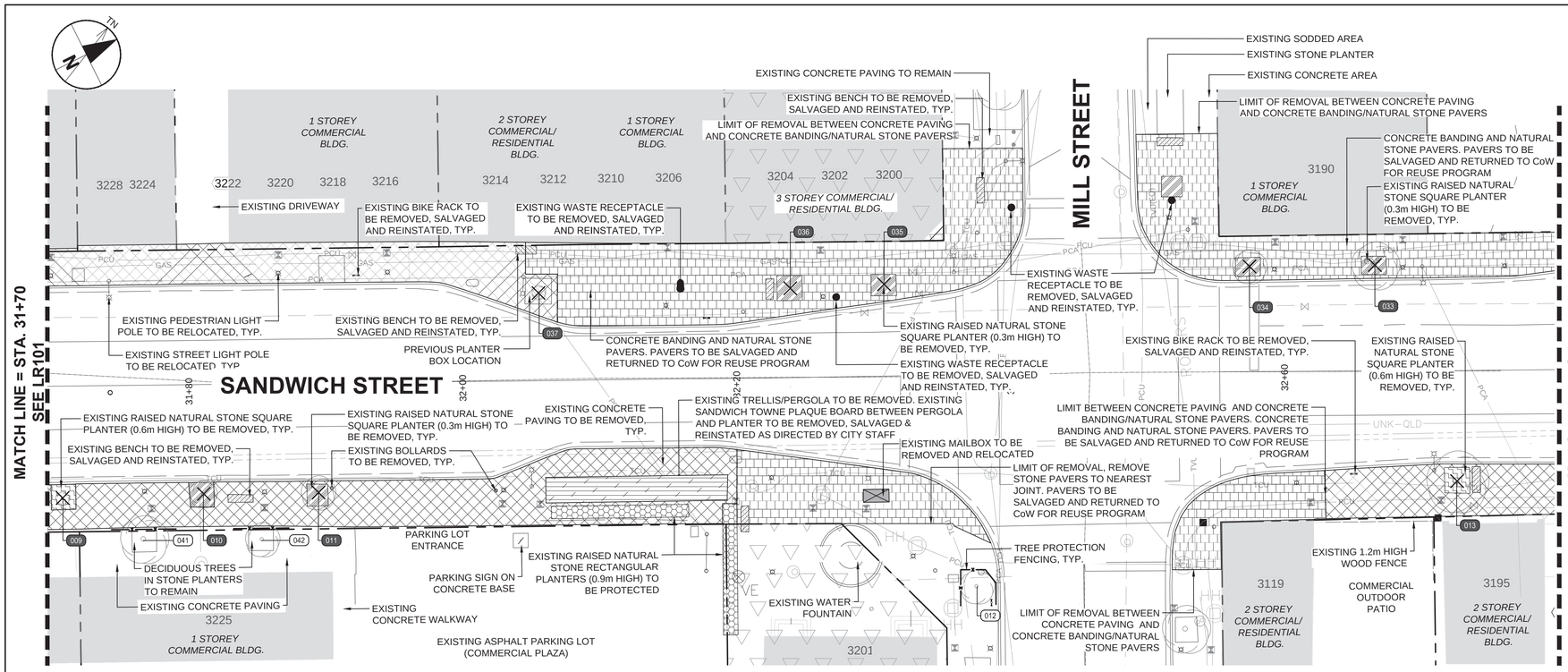
SHEET TITLE

SANDWICH STREET NORTH EXISTING CONDITIONS 29+50 TO 31+70

SHEET No.

LR101

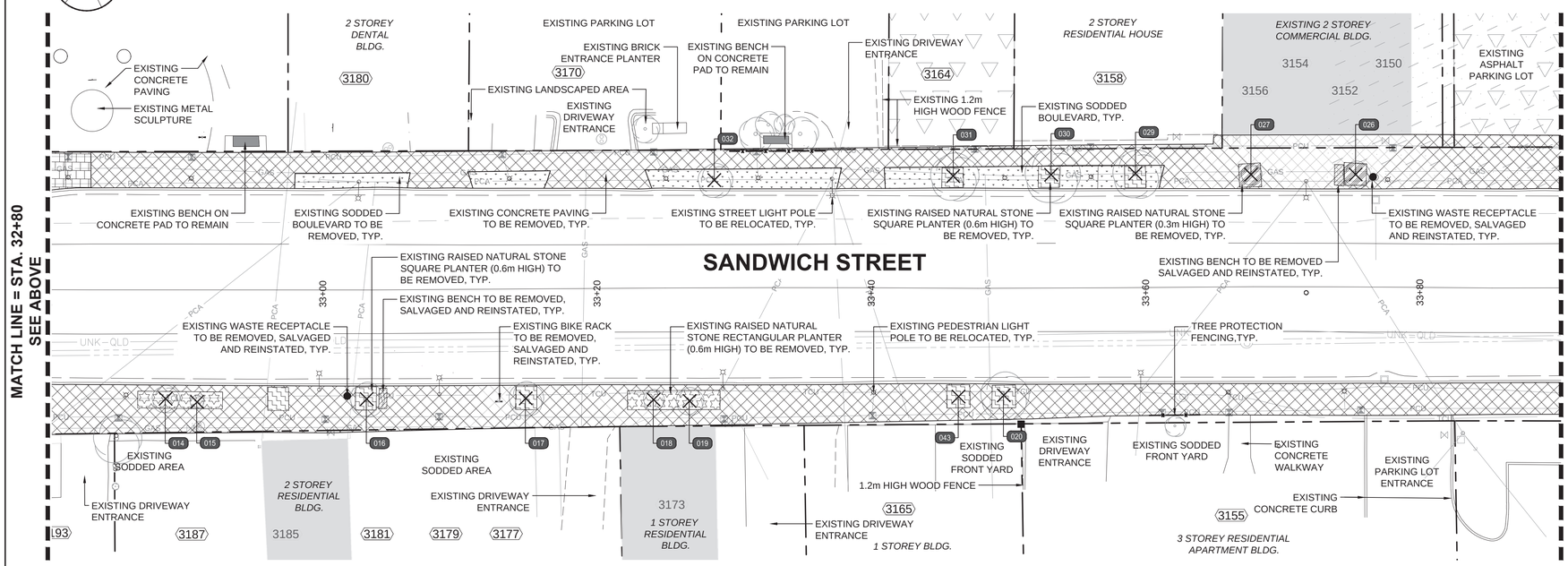
Last Plotted: 18 March, 2024
Filename: C:\pw\work\ig\lacom_ds17_na_c8_ghlhlashley.hosker@aecom.com\dms43949\GHIB_C19_CAPE_SAND_LR101 to 103.dwg



TREE LIST INVENTORY

TREE NO.	COMMON NAME	LATIN NAME	DBH ANALYSIS (m)	OVERALL CONDITION	ADDITIONAL NOTES
009	Oak - English	Quercus robur	8.4	GOOD	IN PLANTER / TO BE REMOVED
010	Pear - Bradford	Pyrus calleryana 'Bradford'	22.0	FAIR	IN PLANTER / TO BE REMOVED
011	Pear - Bradford	Pyrus calleryana 'Bradford'	23.0	POOR	IN PLANTER, DEAD LIMB OVER ROAD
012	Honey-Locust	Gleditsia triacanthos	28.0	GOOD	OUTSIDE PROJECT LIMIT
013	Linden - Little Leaf	Tilia cordata	41.0	FAIR	IN PLANTER, DEAD BRANCH OVER SIDEWALK, VERTICAL CRACK ON TRUNK
014	Maple - Norway	Acer platanoides	20.0	FAIR	IN PLANTER / TO BE REMOVED
015	Maple - Norway	Acer platanoides	16.0	FAIR	IN PLANTER / TO BE REMOVED
016	Maple - Norway	Acer platanoides	25.0	FAIR	IN PLANTER / TO BE REMOVED
017	Maple - Norway	Acer platanoides	24.0	FAIR	N/A / TO BE REMOVED
018	Maple - Norway	Acer platanoides	15.0	GOOD	IN PLANTER / TO BE REMOVED
019	Maple - Norway	Acer platanoides	20.0	GOOD	IN PLANTER / TO BE REMOVED
020	Maple - Norway	Acer platanoides	27.0	GOOD	IN PLANTER, BROKEN / TO BE REMOVED
026	Pear - Bradford	Pyrus calleryana 'Bradford'	20.0	GOOD	IN PLANTER / TO BE REMOVED

TREE NO.	COMMON NAME	LATIN NAME	DBH ANALYSIS (m)	OVERALL CONDITION	ADDITIONAL NOTES
027	Pear - Bradford	Pyrus calleryana 'Bradford'	18.0	GOOD	IN PLANTER / TO BE REMOVED
029	Maple - Norway	Acer platanoides	25.0	GOOD	IN PLANTER / TO BE REMOVED
030	Maple - Norway	Acer platanoides	30.0	GOOD	IN PLANTER / TO BE REMOVED
031	Maple - Norway	Acer platanoides	30.0	FAIR	IN PLANTER, LARGE DEADWOOD OVER SIDEWALK
032	Pear - Bradford	Pyrus calleryana 'Bradford'	22.0	GOOD	N/A / TO BE REMOVED
033	Honey-Locust	Gleditsia triacanthos	31.0	GOOD	IN PLANTER / TO BE REMOVED
034	Honey-Locust	Gleditsia triacanthos	29.0	GOOD	IN PLANTER / TO BE REMOVED
035	Maple - Norway	Acer platanoides	0.0	DEAD - STUMP	N/A / TO BE REMOVED
036	Maple - Norway	Acer platanoides	0.0	DEAD - STUMP	N/A / TO BE REMOVED
037	Lilac - Ivory Silk	Syringa reticulata 'Ivory Silk'	10.0	GOOD	IN PLANTER / TO BE REMOVED
041	Pear - Bradford	Pyrus calleryana 'Bradford'	30.0	FAIR	OUTSIDE PROJECT LIMIT
042	Pear - Bradford	Pyrus calleryana 'Bradford'	28.0	FAIR	OUTSIDE PROJECT LIMIT
043	Maple - Norway	Acer platanoides	0.0	DEAD - STUMP	IN PLANTER / TO BE REMOVED



LEGEND:

- PROPERTY LINE
- EXISTING PHONE LINE
- EXISTING UNDERGROUND POWER LINE
- EXISTING OVERHEAD POWER LINE
- EXISTING GAS LINE
- EXISTING DECIDUOUS TREE
- EXISTING PEDESTRIAN LIGHT POLE TO BE RELOCATED
- EXISTING STREET LIGHT POLE TO BE RELOCATED
- EXISTING ELECTRICAL HAND HOLE
- EXISTING CATCH BASIN
- EXISTING MAINTENANCE HOLE
- EXISTING FIRE HYDRANT AND WATER VALVE
- EXISTING BOLLARD
- EXISTING BENCH TO BE RETAINED
- EXISTING BENCH TO BE REMOVED AND SALVAGED FOR REINSTATEMENT
- EXISTING BIKE RACK TO BE REMOVED AND SALVAGED FOR REINSTATEMENT
- EXISTING WASTE RECEPTACLE TO BE REMOVED AND SALVAGED FOR REINSTATEMENT
- EXISTING MAILBOX TO BE REMOVED AND RELOCATED
- EXISTING TRELLIS/PERGOLA TO BE REMOVED
- EXISTING RAISED NATURAL STONE SQUARE PLANTER (0.3m HIGH) TO BE REMOVED
- EXISTING RAISED NATURAL STONE RAISED SQUARE PLANTER (0.6m HIGH) TO BE REMOVED
- EXISTING RAISED NATURAL STONE RECTANGULAR PLANTER (0.6m HIGH) TO BE REMOVED
- EXISTING RAISED NATURAL STONE RECTANGULAR PLANTER (0.9m HIGH) TO BE PROTECTED
- EXISTING SIGN
- EXISTING CONCRETE PAVING TO BE REMOVED
- EXISTING SODDED BOULEVARD TO BE REMOVED
- PART IV HERITAGE ACT AREA
- ARCHEOLOGY NO-GO AREA
- PROPOSED TREE PROTECTION FENCING

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CLIENT

WDBA APWD — WINDSOR-DETROIT BRIDGE AUTHORITY | AUTORITÉ DU PONT WINDSOR-DETROIT

PROJECT Co.

BRIDGING NORTH AMERICA

CONSULTANT

AECOM

PROJECT

GORDIE HOWE INTERNATIONAL BRIDGE

SANDWICH STREET CORRIDOR
WINDSOR, ONTARIO

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STAMP

ASSOCIATION OF LANDSCAPE ARCHITECTS ONTARIO — REGISTERED LANDSCAPE ARCHITECT — OALA — 1994 — 1994 — 78 10 — MEMBER

KEY PLAN



0 5 10 m
1:200

ISSUE/REVISION

I/R	DATE	DESCRIPTION
A	MAR-19-24	ISSUED FOR RFC SNS

DESIGN UNIT

LANDSCAPE

SHEET TITLE

SANDWICH STREET NORTH EXISTING CONDITIONS 31+70 TO 33+90

SHEET No.

LR102

Last Plotted: 19 March, 2024
Filename: C:\pw\working\ascom_ds17_na_ca_gh\ahashley.hosker@aecom.com\dms4394\GHIB_C19_CAPE_SAND_LR101 to 103.dwg

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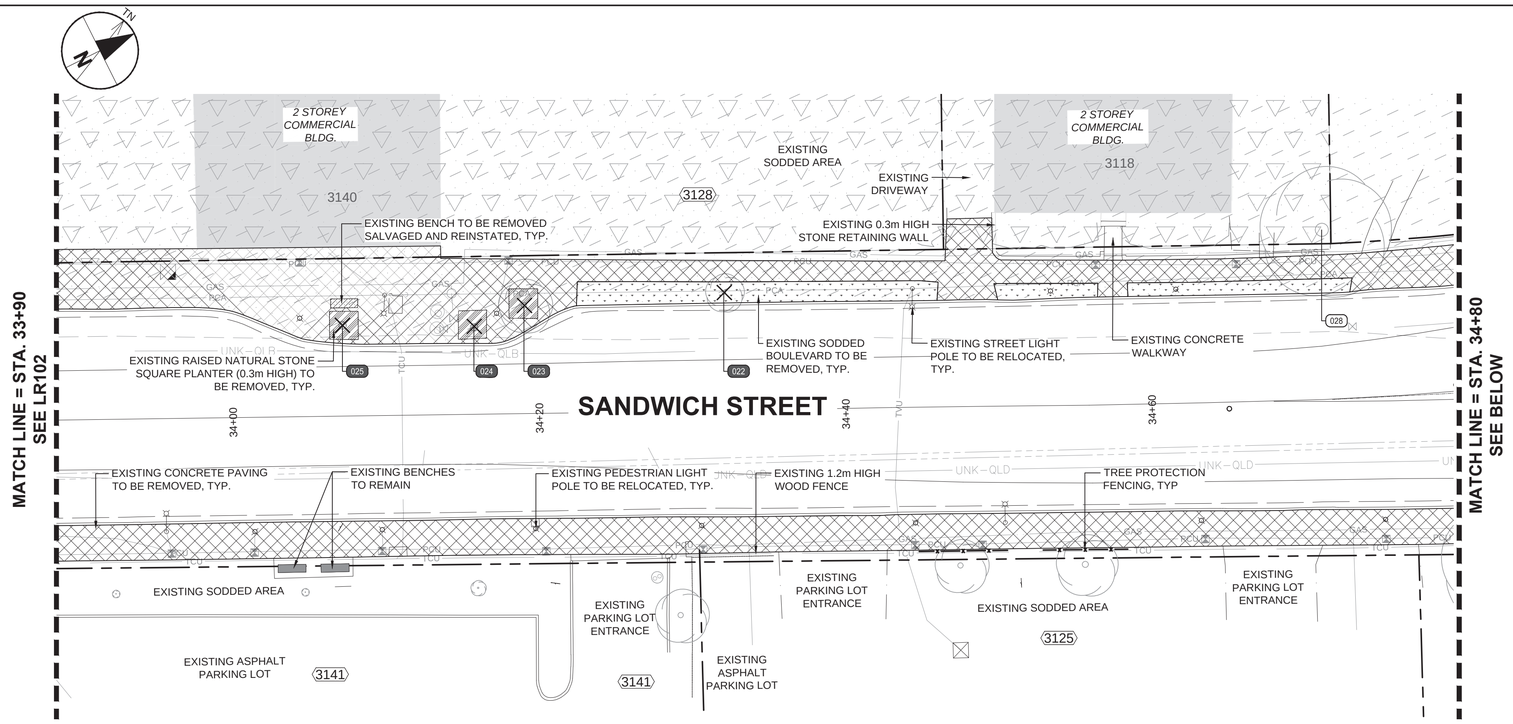
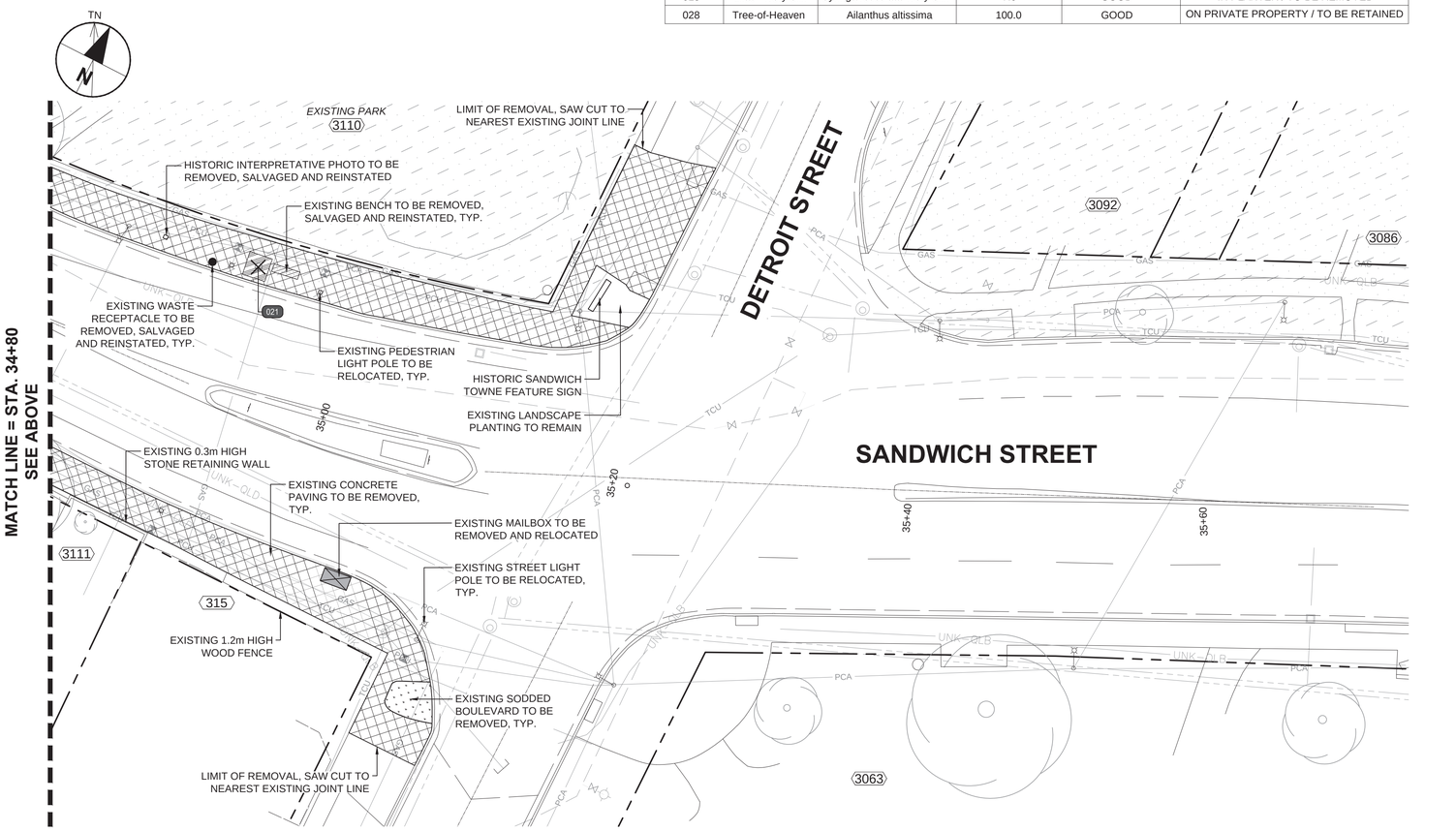


TREE LIST INVENTORY

TREE NO.	COMMON NAME	LATIN NAME	DBH ANALYSIS (m)	OVERALL CONDITION	ADDITIONAL NOTES
021	Lilac - Ivory Silk	Syringa reticulata 'Ivory Silk'	8.0	GOOD	IN PLANTER / TO BE REMOVED
022	Maple - Norway	Acer platanoides	29.0	GOOD	IN BOULEVARD / TO BE REMOVED
023	Maple - Norway	Acer platanoides	0.0	DEAD - STUMP	IN PLANTER / TO BE REMOVED
024	Lilac - Ivory Silk	Syringa reticulata 'Ivory Silk'	9.0	GOOD	IN PLANTER / TO BE REMOVED
025	Lilac - Ivory Silk	Syringa reticulata 'Ivory Silk'	7.0	GOOD	IN PLANTER / TO BE REMOVED
028	Tree-of-Heaven	Ailanthus altissima	100.0	GOOD	ON PRIVATE PROPERTY / TO BE RETAINED



LEGEND:

- PROPERTY LINE
- EXISTING PHONE LINE
- EXISTING UNDERGROUND POWER LINE
- EXISTING OVERHEAD POWER LINE
- EXISTING GAS LINE
- EXISTING DECIDUOUS TREE
- EXISTING PEDESTRIAN LIGHT POLE TO BE RELOCATED
- EXISTING STREET LIGHT POLE TO BE RELOCATED
- EXISTING ELECTRICAL HAND HOLE
- EXISTING CATCH BASIN
- EXISTING MAINTENANCE HOLE
- EXISTING FIRE HYDRANT
- EXISTING BENCH TO BE RETAINED
- EXISTING BENCH TO BE REMOVED AND SALVAGED FOR REINSTATEMENT
- EXISTING WASTE RECEPTACLE TO BE REMOVED AND SALVAGED FOR REINSTATEMENT
- EXISTING MAILBOX TO BE REMOVED AND RELOCATED
- EXISTING RAISED NATURAL STONE SQUARE PLANTER (0.3m HIGH) TO BE REMOVED
- EXISTING SIGN
- EXISTING CONCRETE PAVING TO BE REMOVED
- EXISTING SODDED BOULEVARD
- PART IV HERITAGE ACT AREA
- ARCHAEOLOGY NO-GO AREA
- PROPOSED TREE PROTECTION FENCING

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PROJECT Co.

BRIDGING NORTH AMERICA

CONSULTANT

AECOM

PROJECT

GORDIE HOWE INTERNATIONAL BRIDGE

SANDWICH STREET CORRIDOR
WINDSOR, ONTARIO

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STAMP

ASSOCIATION OF LANDSCAPE ARCHITECTS ONTARIO — MEMBER

KEY PLAN



0 5 10 m
1:200

ISSUE/REVISION

I/R	DATE	DESCRIPTION
A	MAR-19-24	ISSUED FOR RFC SNS

DESIGN UNIT

LANDSCAPE

SHEET TITLE

SANDWICH STREET NORTH EXISTING CONDITIONS 33+90 TO 35+75

SHEET No.

LR103

Last Plotted: 18 March, 2024
Filename: C:\pwworking\aecom_ds17_na_clt_ghithalshley.hosker@aecom.com\dms43949\GHIB_C19_CAPE_SAND_LR\D1 to 103.dwg

Printed on ___% Post-Consumer Recycled Content Paper

L-101- SANDWICH STREET LANDSCAPE PLAN ISO A1 594x841
Designer: AH Checked: RB Approved: RB
Project Team Initials

ST. JOHN'S PARISH HALL
EXISTING ASPHALT PARKING LOT
EXISTING STREET LIGHT POLE TO BE RELOCATED BY OTHERS
EXISTING LANDSCAPED AREA
EXISTING PEDESTRIAN STREET LIGHT TO BE RELOCATED BY OTHERS
EXISTING MONUMENT
EXISTING STONE BENCH
PROPOSED TREE PROTECTION FENCING
EXISTING DRIVEWAY
PROPOSED TREE PROTECTION FENCING
EXISTING DECIDUOUS TREE, TYP.
ST JOHN'S CHURCH HOUSE
EXISTING UNIT PAVING ENTRANCE
EXISTING LANDSCAPE AREA
PROPOSED TREE PROTECTION FENCING
EXISTING PEDESTRIAN STREET LIGHT TO BE RELOCATED BY OTHERS
EXISTING PEDESTRIAN STREET LIGHT TO BE RELOCATED BY OTHERS
PROPOSED PRECAST CONCRETE UNIT PAVERS. REFER TO D1 ON L-501 FOR DETAILS
PROPOSED TACTILE STRIPS AT SIDEWALK WHEEL CHAIR RAMP. REFER TO D1 ON L-502 FOR DETAILS
PROPOSED PEDESTRIAN CROSSWALK
PROPOSED BIKE LANE
EXISTING WATER MAIN
PROPOSED PRECAST CONCRETE UNIT PAVERS. REFER TO D1 ON L-501 FOR DETAILS
MATCH LINE = STA. 30+37
SEE DWG L-102
BROCK STREET
SANDWICH STREET
PROPOSED BIKE LANE
PROPOSED LOW CONCRETE PLANTER. SEE D1 & D2 ON L-504 FOR DETAILS
PROPOSED PEDESTRIAN STREET LIGHT TO BE RELOCATED BY OTHERS
EXISTING PEDESTRIAN LIGHT TO BE RELOCATED BY OTHERS
PROPOSED LOCATION FOR RELOCATED BENCH AND TRASH RECEPTACLE
EXISTING SANITARY MANHOLE
DAYTECH COLONIAL BUS SHELTER, 3.2m(10') x 1.5m(5'). SUPPLIED AND INSTALLED BY OTHERS
PROPOSED EDGE OF ASPHALT / CURB
EXISTING STREET LIGHT POLE TO BE RELOCATED BY OTHERS
EXISTING PEDESTRIAN STREET LIGHT TO BE RELOCATED BY OTHERS
EXISTING 1.2m HIGH FENCE
EXISTING PEDESTRIAN LIGHT TO BE RELOCATED BY OTHERS
PROPOSED PEDESTRIAN STREET LIGHT TO BE RELOCATED BY OTHERS
EXISTING SODDED AREA
EXISTING SODDED AREA
PROPOSED CONCRETE PAVING. FOR JOINTING REFER TO D2 & D3 ON L-501 FOR DETAILS
EXISTING SODDED AREA
EXISTING HISTORIC SANDWICH TOWNE FEATURE SIGN
EXISTING TELECOMMUNICATION UTILITY HAND-HOLE
EXISTING MACKENZIE HALL SIGN
EXISTING SODDED AREA
EXISTING FLAG POLE
EXISTING UNIT PAVING ENTRANCE
EXISTING CONCRETE ENTRANCE
EXISTING CONCRETE STAIRS
EXISTING CONCRETE PARKING LOT ENTRANCE TO REMAIN
BELL-QUIN
48+20
29+80
30+00
30+20
48+40

LEGEND:

- PROPERTY LINE
- EXISTING PHONE LINE
- EXISTING UNDERGROUND POWER LINE
- EXISTING OVERHEAD POWER LINE
- EXISTING GAS LINE
- EXISTING DECIDUOUS TREE
- EXISTING CONIFEROUS TREE
- EXISTING PEDESTRIAN LIGHT POLE, TO BE RELOCATED BY OTHERS
- EXISTING STREET LIGHT POLE, TO BE RELOCATED BY OTHERS
- EXISTING ELECTRICAL HAND HOLE
- EXISTING CATCH BASIN
- EXISTING MAINTENANCE HOLE
- EXISTING FIRE HYDRANT
- PROPOSED PRECAST CONCRETE UNIT PAVERS. REFER TO D1 ON L-501 FOR DETAILS
- PROPOSED CONCRETE PAVING. REFER TO D2 & D3 ON L-501 FOR DETAILS
- PROPOSED PERENNIAL / ORNAMENTAL GRASS PLANTING
- PROPOSED SOD
- PROPOSED DECIDUOUS TREE
- PROPOSED SOIL CELL. REFER TO L300 SERIES FOR DETAILS
- REINSTATED TRASH RECEPTACLE
- REINSTATED BENCH
- PROPOSED TREE PROTECTION FENCING
- 911mm x 911mm IRON AGE 'INTERLAKEN' TREE GRATE
- PROPOSED EDGE OF ASPHALT/CURB

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BRIDGING NORTH AMERICA
CONSULTANT
AECOM
PROJECT
GORDIE HOWE INTERNATIONAL BRIDGE
SANDWICH STREET CORRIDOR
WINDSOR, ONTARIO

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STAMP
ASSOCIATION OF LANDSCAPE ARCHITECTS ONTARIO
QALA
Member 78.10

KEY PLAN

0 2.5 5 m
1:100

ISSUE/REVISION

#	#	#
#		#
A	MAR-19-24	ISSUED FOR RFC SNS
I/R	DATE	DESCRIPTION

DESIGN UNIT
LANDSCAPE

SHEET TITLE
SANDWICH STREET LANDSCAPE PLAN 29+70 TO 30+37

SHEET No.
L-101

Last Plotted: 27 March, 2024
Filename: C:\pw\work\ng\aecom_ds17_na_c8_ghlt\ashley.hosker@aecom.com\dms43949\GHIB_C10_CAPE_SAND_L-101 to 109.dwg

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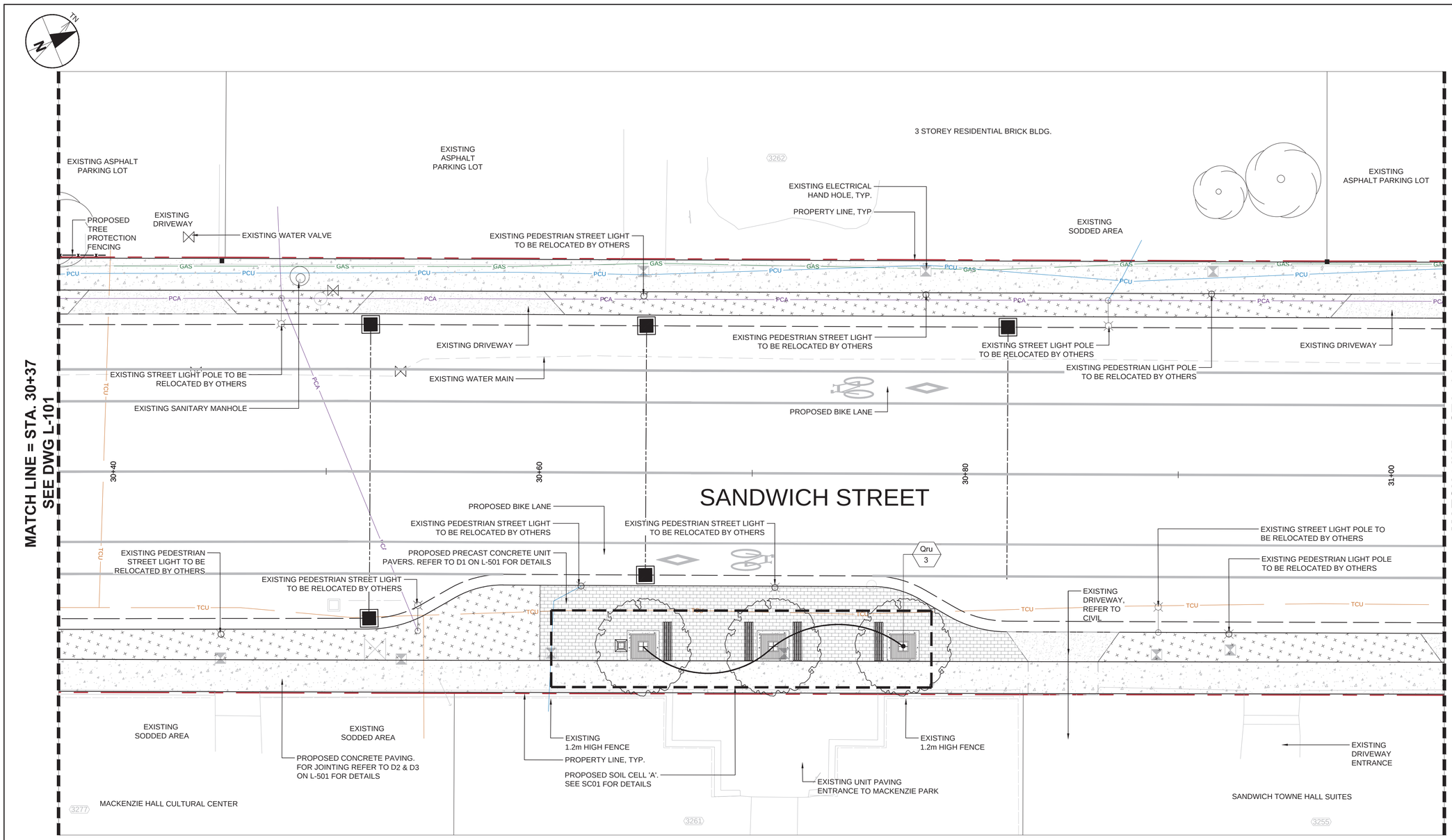

LEGEND:

- PROPERTY LINE
- EXISTING PHONE LINE
- EXISTING UNDERGROUND POWER LINE
- EXISTING OVERHEAD POWER LINE
- EXISTING GAS LINE
- EXISTING DECIDUOUS TREE
- EXISTING CONIFEROUS TREE
- EXISTING PEDESTRIAN LIGHT POLE, TO BE RELOCATED BY OTHERS
- EXISTING STREET LIGHT POLE, TO BE RELOCATED BY OTHERS
- EXISTING ELECTRICAL HAND HOLE
- EXISTING CATCH BASIN
- EXISTING MAINTENANCE HOLE
- EXISTING FIRE HYDRANT
- PROPOSED PRECAST CONCRETE UNIT PAVERS. REFER TO D1 ON L-501 FOR DETAILS
- PROPOSED CONCRETE PAVING. REFER TO D2 & D3 ON L-501 FOR DETAILS
- PROPOSED PERENNIAL / ORNAMENTAL GRASS PLANTING
- PROPOSED SOD
- PROPOSED DECIDUOUS TREE
- PROPOSED SOIL CELL. REFER TO L300 SERIES FOR DETAILS
- REINSTATED TRASH RECEPTACLE
- REINSTATED BENCH
- PROPOSED TREE PROTECTION FENCING
- 911mm x 911mm IRON AGE 'INTERLAKEN' TREE GRATE
- PROPOSED EDGE OF ASPHALT/CURB

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PROJECT Co.
BRIDGING NORTH AMERICA

CONSULTANT
AECOM

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WINDSOR, ONTARIO

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STAMP

KEY PLAN



0 2.5 5 m
1:100

ISSUE/REVISION

#	#	#
#	#	#
A	MAR-19-24	ISSUED FOR RFC SNS
I/R	DATE	DESCRIPTION

DESIGN UNIT
LANDSCAPE

SHEET TITLE
SANDWICH STREET LANDSCAPE PLAN 30+37 TO 31+02

SHEET No.
L-102

Last Plotted: 27 March, 2024
Filename: C:\pwworking\aecom_ds17_na_ca_ghilshashley.hosker@aecom.com\dms4394\GHIB_C19_CAPE_SAND_L-101 to 109.dwg

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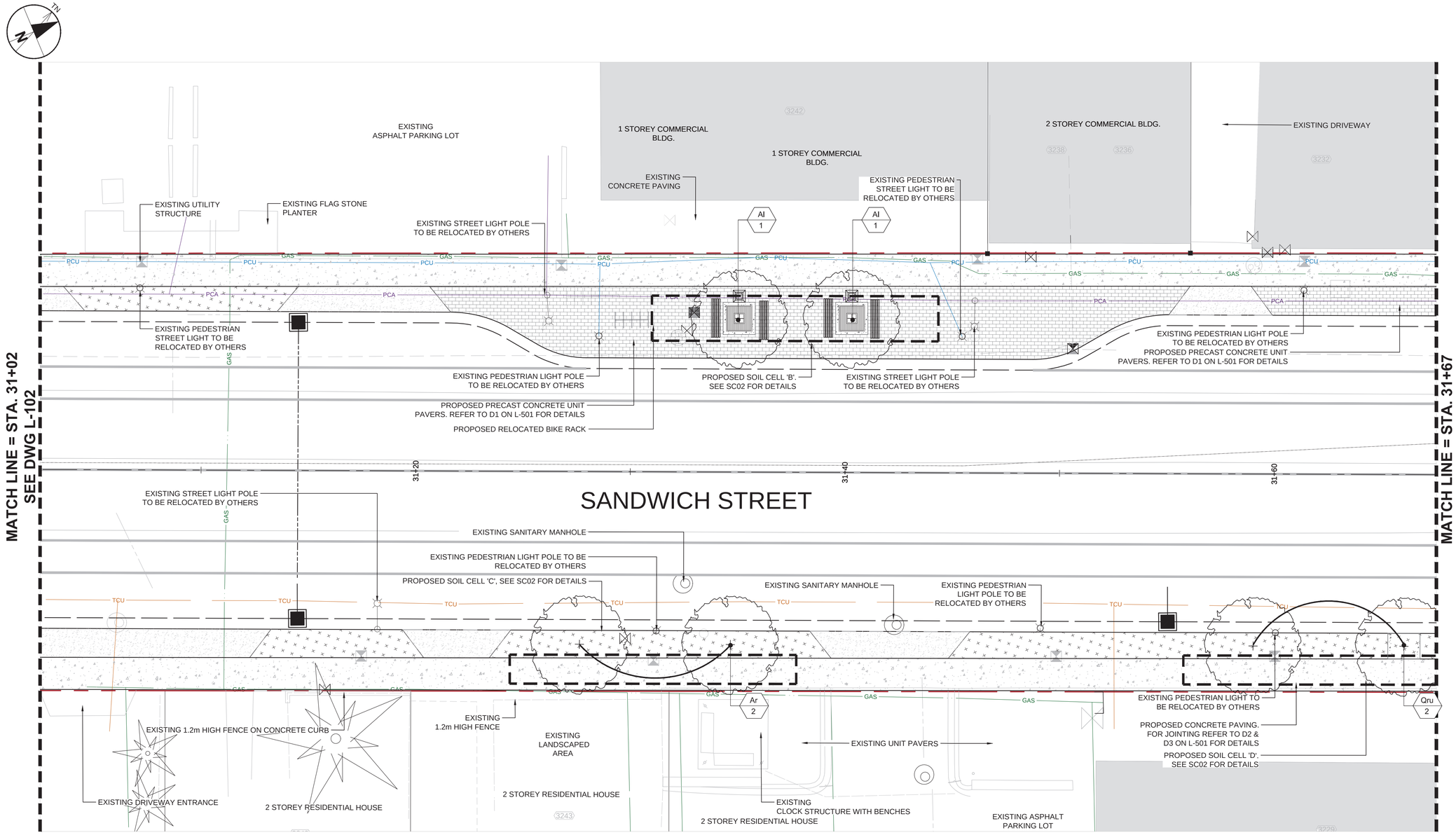
L-103- SANDWICH STREET LANDSCAPE PLAN ISOA1 594x841
Approved: RB
Checked: RB
Designer: AH
Project Team Initials



LEGEND:

- PROPERTY LINE
- EXISTING PHONE LINE
- EXISTING UNDERGROUND POWER LINE
- EXISTING OVERHEAD POWER LINE
- EXISTING GAS LINE
- EXISTING DECIDUOUS TREE
- EXISTING CONIFEROUS TREE
- EXISTING PEDESTRIAN LIGHT POLE, TO BE RELOCATED BY OTHERS
- EXISTING STREET LIGHT POLE, TO BE RELOCATED BY OTHERS
- EXISTING ELECTRICAL HAND HOLE
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- EXISTING FIRE HYDRANT
- PROPOSED PRECAST CONCRETE UNIT PAVERS. REFER TO D1 ON L-501 FOR DETAILS
- PROPOSED CONCRETE PAVING. REFER TO D2 & D3 ON L-501 FOR DETAILS
- PROPOSED PERENNIAL / ORNAMENTAL GRASS PLANTING
- PROPOSED SOD
- PROPOSED DECIDUOUS TREE
- PROPOSED SOIL CELL. REFER TO L300 SERIES FOR DETAILS
- REINSTATED TRASH RECEPTACLE
- REINSTATED BENCH
- 911mm x 911mm IRON AGE 'INTERLAKEN' TREE GRATE
- PROPOSED EDGE OF ASPHALT/CURB

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BRIDGING NORTH AMERICA

CONSULTANT
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WINDSOR, ONTARIO

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STAMP
ASSOCIATION OF LANDSCAPE ARCHITECTS ONTARIO OALA 78 10

KEY PLAN


0 2.5 5 m
1:100

ISSUE/REVISION

I/R	DATE	DESCRIPTION
A	MAR-19-24	ISSUED FOR RFC SNS

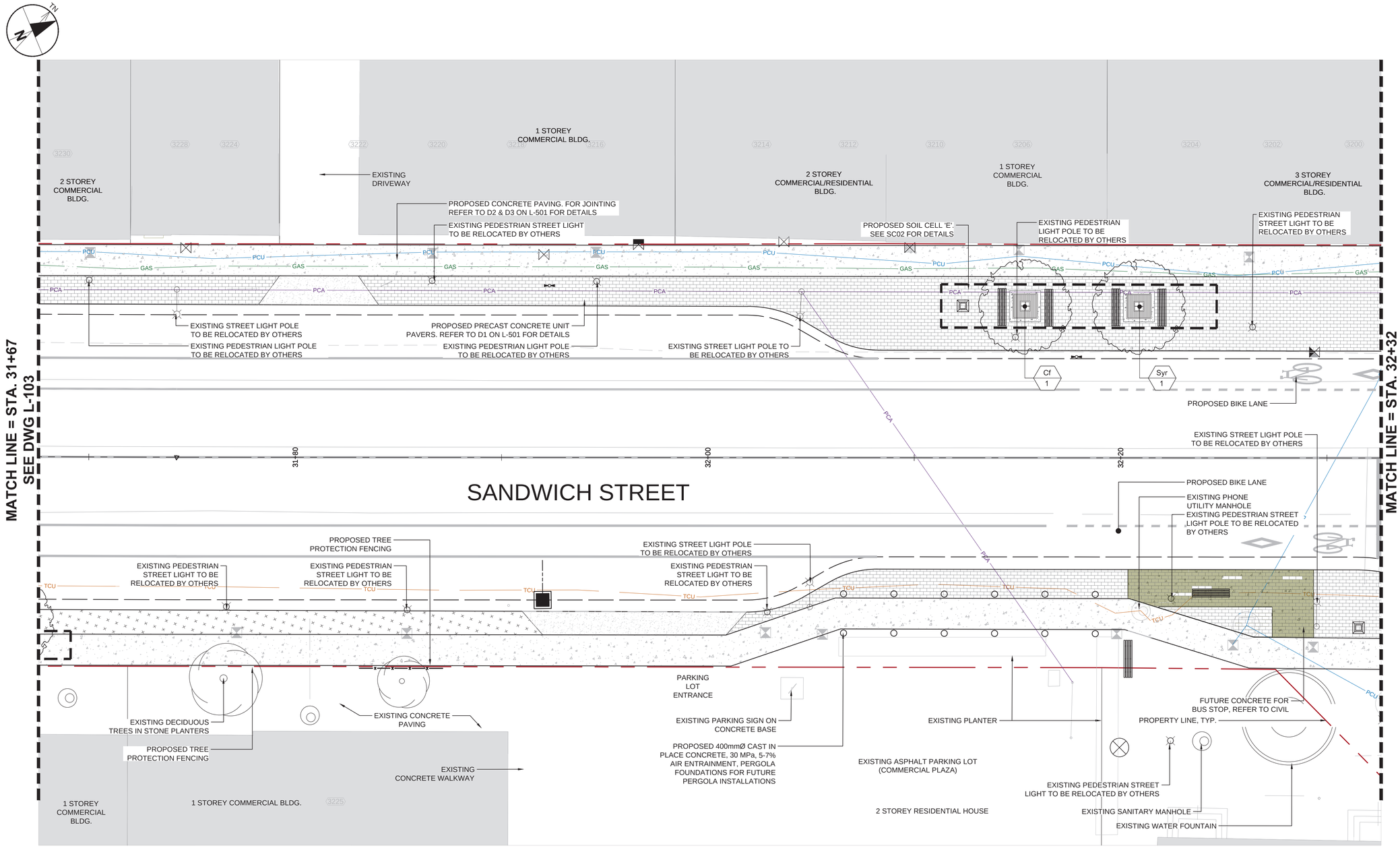
DESIGN UNIT
LANDSCAPE

SHEET TITLE
SANDWICH STREET LANDSCAPE PLAN 31+02 TO 31+67

SHEET No.
L-103

Last Plotted: 27 March, 2024
Filename: C:\poworking\aecom_ds17_na_clt_ghibkashley.hosker@aecom.com\dms\43949\GHIB_C19_CAPE_SAND_L-101 to 109.dwg

L-104- SANDWICH STREET LANDSCAPE PLAN ISO A1 594x841
Designer: AH Checked: RB Approved: RB
Project Team Initials



LEGEND:

- PROPERTY LINE
- EXISTING PHONE LINE
- EXISTING UNDERGROUND POWER LINE
- EXISTING OVERHEAD POWER LINE
- EXISTING GAS LINE
- EXISTING DECIDUOUS TREE
- EXISTING CONIFEROUS TREE
- EXISTING PEDESTRIAN LIGHT POLE, TO BE RELOCATED BY OTHERS
- EXISTING STREET LIGHT POLE, TO BE RELOCATED BY OTHERS
- EXISTING ELECTRICAL HAND HOLE
- 911mm x 911mm IRON AGE 'INTERLAKEN' TREE GRATE
- PROPOSED EDGE OF ASPHALT/CURB
- EXISTING CATCH BASIN
- EXISTING MAINTENANCE HOLE
- EXISTING FIRE HYDRANT
- PROPOSED PRECAST CONCRETE UNIT PAVERS. REFER TO D1 ON L-501 FOR DETAILS
- PROPOSED CONCRETE PAVING. REFER TO D2 & D3 ON L-501 FOR DETAILS
- PROPOSED PERENNIAL / ORNAMENTAL GRASS PLANTING
- PROPOSED SOD
- PROPOSED DECIDUOUS TREE
- PROPOSED SOIL CELL. REFER TO L300 SERIES FOR DETAILS
- REINSTATED TRASH RECEPTACLE
- REINSTATED BENCH
- PROPOSED TREE PROTECTION FENCING

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PROJECT Co.
BRIDGING NORTH AMERICA

CONSULTANT
AECOM

PROJECT
GORDIE HOWE INTERNATIONAL BRIDGE
SANDWICH STREET CORRIDOR
WINDSOR, ONTARIO

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STAMP
ASSOCIATION OF LANDSCAPE ARCHITECTS RECOGNIZED PROFESSIONAL ONTARIO ALA MEMBER

KEY PLAN


0 2.5 5 m
1:100

ISSUE/REVISION

I/R	DATE	DESCRIPTION
A	MAR-19-24	ISSUED FOR RFC SNS

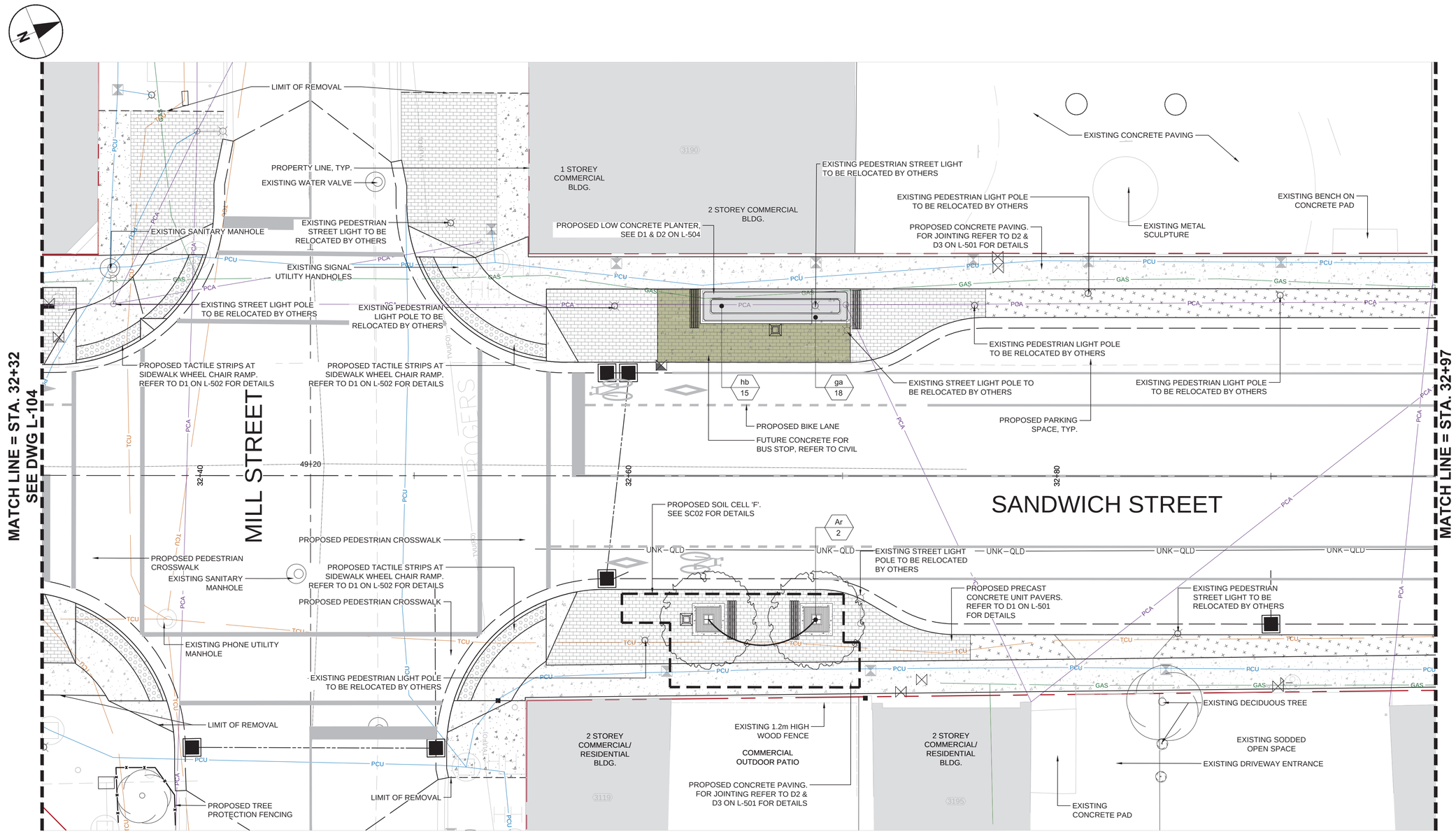
DESIGN UNIT
LANDSCAPE

SHEET TITLE
SANDWICH STREET LANDSCAPE PLAN 31+67 TO 32+32

SHEET No.
L-104

Last Plotted: 27 March 2024
Filename: C:\pwworking\aecom_ds17_na_c8_ghithalshley.hosker@aecom.com\dms43949\GHIB_C19_CAPE_SAND_L-101 to 109.dwg

L-105- SANDWICH STREET LANDSCAPE PLAN ISOA1 594x841
Designer: AH Checked: RB Approved: RB
Project Team Initials



LEGEND:

- PROPERTY LINE
- EXISTING PHONE LINE
- EXISTING UNDERGROUND POWER LINE
- EXISTING OVERHEAD POWER LINE
- EXISTING GAS LINE
- EXISTING DECIDUOUS TREE
- EXISTING CONIFEROUS TREE
- EXISTING PEDESTRIAN LIGHT POLE, TO BE RELOCATED BY OTHERS
- EXISTING STREET LIGHT POLE, TO BE RELOCATED BY OTHERS
- EXISTING ELECTRICAL HAND HOLE
- EXISTING CATCH BASIN
- EXISTING MAINTENANCE HOLE
- EXISTING FIRE HYDRANT
- PROPOSED PRECAST CONCRETE UNIT PAVERS. REFER TO D1 ON L-501 FOR DETAILS
- PROPOSED CONCRETE PAVING. REFER TO D2 & D3 ON L-501 FOR DETAILS
- PROPOSED PERENNIAL / ORNAMENTAL GRASS PLANTING
- PROPOSED SOD
- PROPOSED DECIDUOUS TREE
- PROPOSED SOIL CELL. REFER TO L300 SERIES FOR DETAILS
- REINSTATED TRASH RECEPTACLE
- REINSTATED BENCH
- PROPOSED TREE PROTECTION FENCING
- 911mm x 911mm IRON AGE 'INTERLAKEN' TREE GRATE
- PROPOSED EDGE OF ASPHALT/CURB

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PROJECT Co.
BRIDGING NORTH AMERICA

CONSULTANT
AECOM

PROJECT
GORDIE HOWE INTERNATIONAL BRIDGE
SANDWICH STREET CORRIDOR
WINDSOR, ONTARIO

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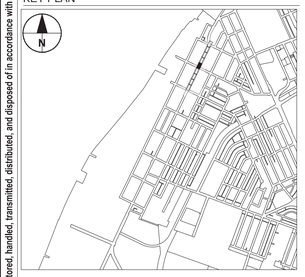
KEY PLAN



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ISSUE/REVISION

A	MAR-19-24	ISSUED FOR RFC SNS
I/R	DATE	DESCRIPTION

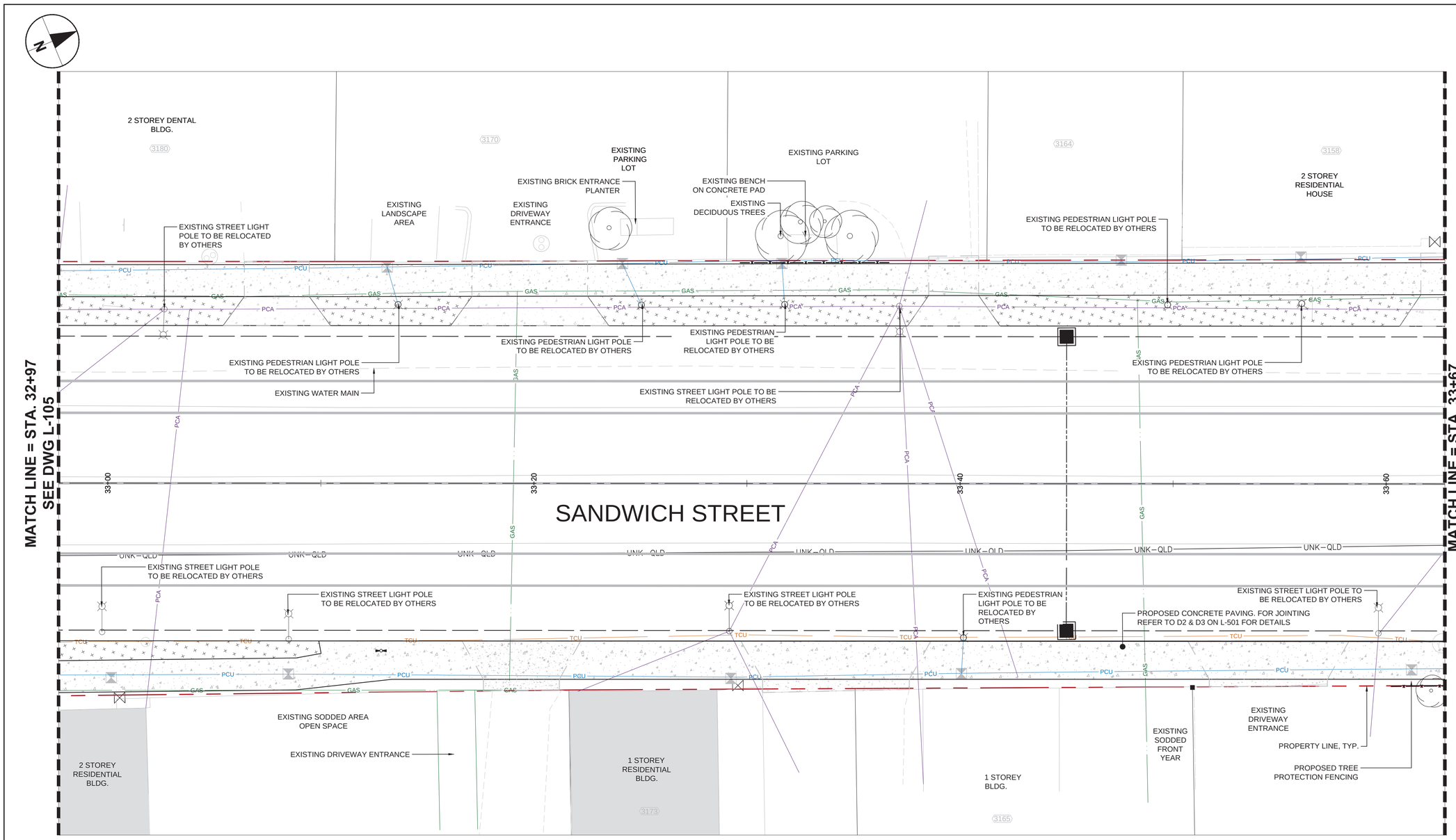
DESIGN UNIT
LANDSCAPE

SHEET TITLE
SANDWICH STREET LANDSCAPE PLAN 32+32 TO 32+97

SHEET No.
L-105

Last Plotted: 28 March, 2024
Filename: C:\pwworking\aecom_ds17_na_clt_ghilshley.hosker@aecom.com\dms43949\GHIB_C19_CAPE_SAND_L-101 to 109.dwg

L-106- SANDWICH STREET LANDSCAPE PLAN ISOA1 594x841
Designer: AH Checked: RB Approved: RB
Project Team Initials



LEGEND:

- PROPERTY LINE
- EXISTING PHONE LINE
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PROJECT Co.
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PROJECT
GORDIE HOWE INTERNATIONAL BRIDGE
SANDWICH STREET CORRIDOR
WINDSOR, ONTARIO

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KEY PLAN



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1:100

ISSUE/REVISION

I/R	DATE	DESCRIPTION
A	MAR-19-24	ISSUED FOR RFC SNS

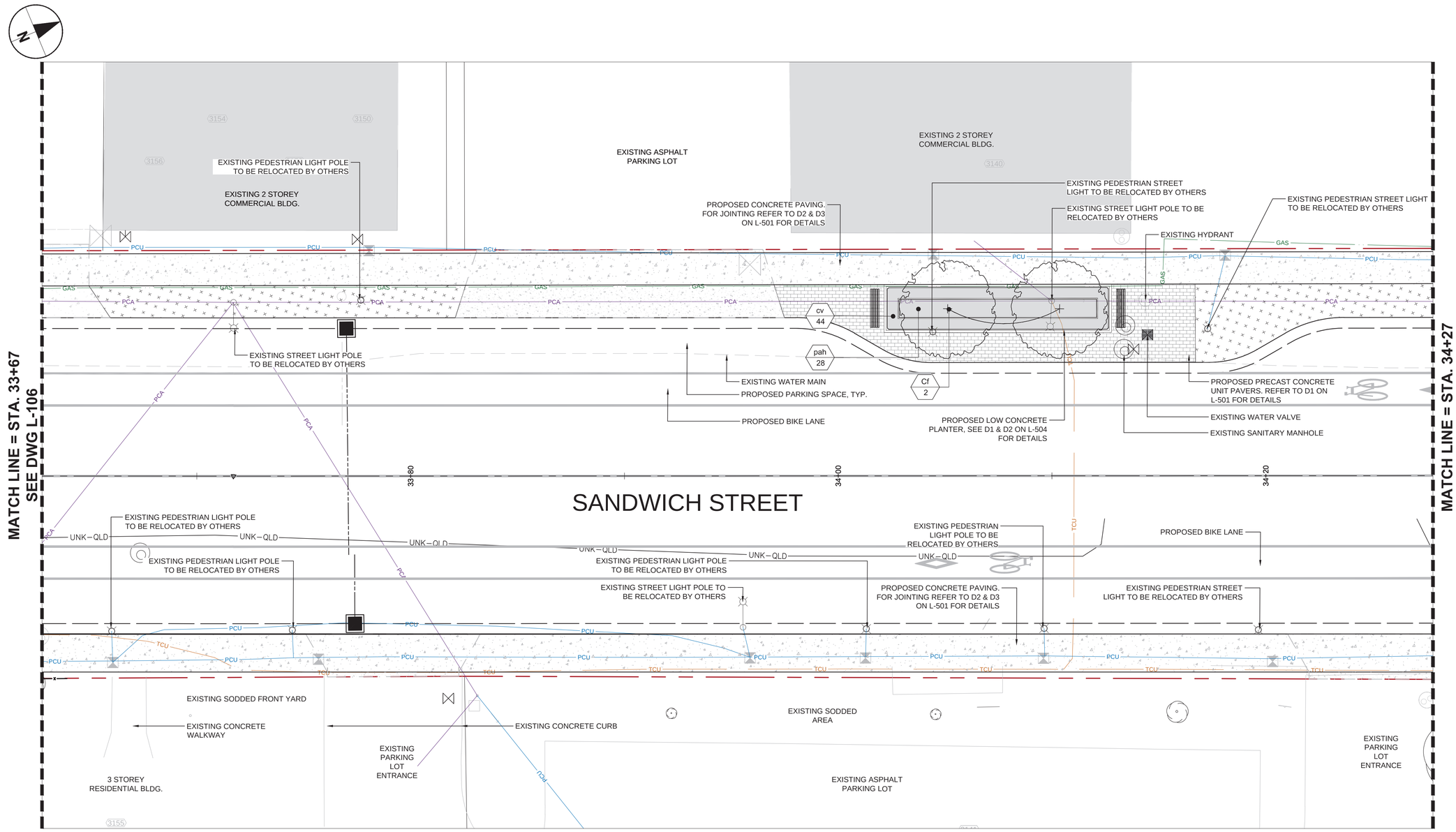
DESIGN UNIT
LANDSCAPE

SHEET TITLE
SANDWICH STREET LANDSCAPE PLAN 32+97 TO 33+67

SHEET No.
L-106

Last Plotted: 27 March, 2024
Filename: C:\pwworking\aecom_ds17_na_ca_ghil\ashley.hosker@aecom.com\dms4394\GHIB_C19_CAPE_SAND_L-101 to 109.dwg

L-107 - SANDWICH STREET LANDSCAPE PLAN ISO A1 594x841
Designer: AH Checked: RB Approved: RB
Project Team Initials



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PROJECT

GORDIE HOWE INTERNATIONAL BRIDGE

SANDWICH STREET CORRIDOR
WINDSOR, ONTARIO

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ASSOCIATION OF LANDSCAPE ARCHITECTS ONTARIO — REGISTERED LANDSCAPE ARCHITECT — OALA — MEMBER

KEY PLAN



0 2.5 5 m
1:100

ISSUE/REVISION

I/R	DATE	DESCRIPTION
A	MAR-19-24	ISSUED FOR RFC SNS

DESIGN UNIT

LANDSCAPE

SHEET TITLE

SANDWICH STREET LANDSCAPE PLAN 33+67 TO 34+27

SHEET No.

L-107

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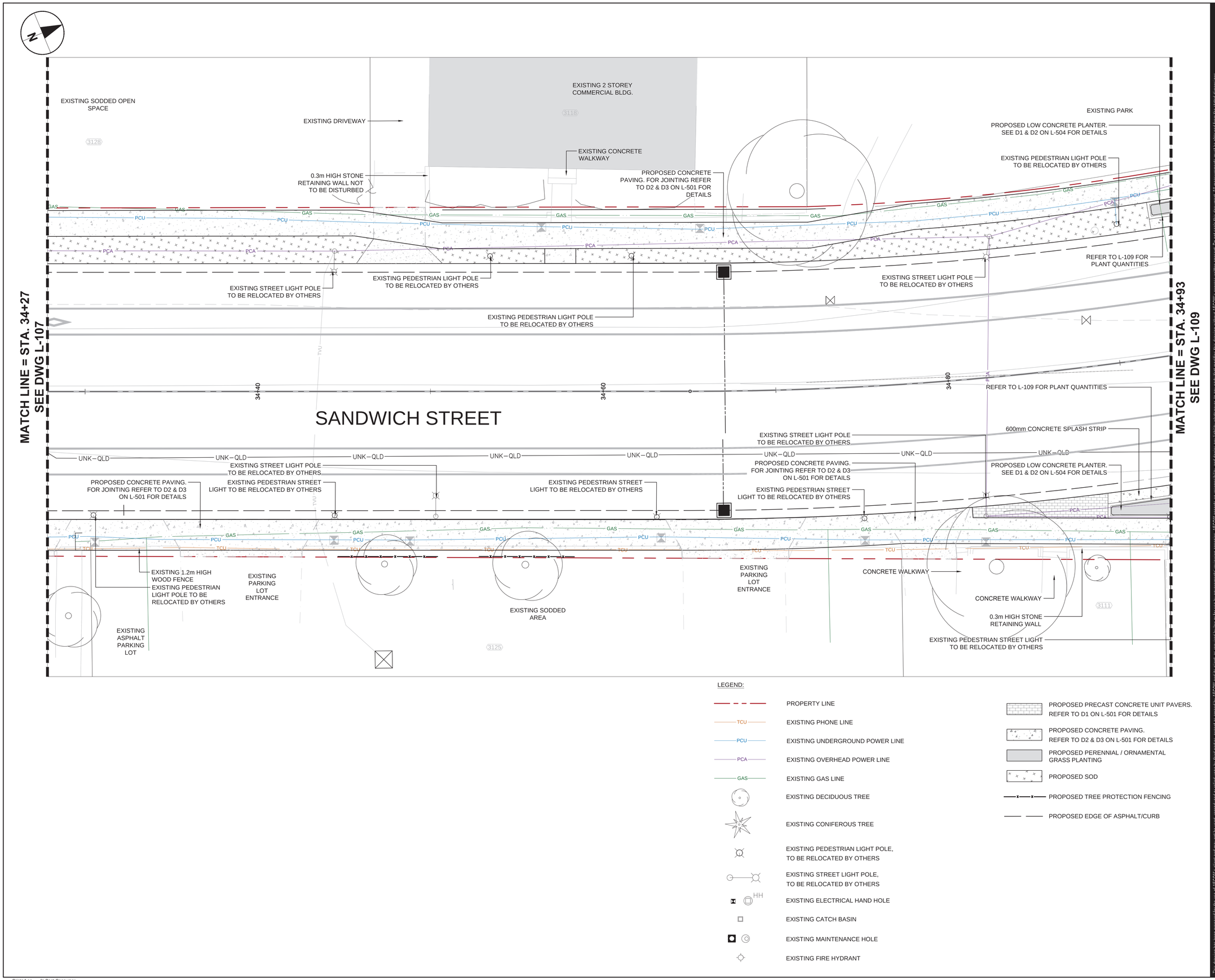
Last Plotted: 27 March, 2024
Filename: C:\pwworking\aecom_ds17_na_clt_ghi\ashley.hosker@aecom.com\dms43949\GHIB_C19_CAPE_SAND_L-101 to 109.dwg

L-108- SANDWICH STREET LANDSCAPE PLAN
ISOA1 594x841
Approved: RB
Checked: RB
Designer: AH
Project Team Initials



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- PROPOSED EDGE OF ASPHALT/CURB

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BRIDGING NORTHAMERICA

CONSULTANT

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SANDWICH STREET CORRIDOR
WINDSOR, ONTARIO

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STAMP

ONTARIO ASSOCIATION OF LANDSCAPE ARCHITECTS
RICHARD P. BOUCHART
OALA
MEMBER

KEY PLAN



0 2.5 5 m
1:100

ISSUE/REVISION

I/R	DATE	DESCRIPTION
A	MAR-19-24	ISSUED FOR RFC SNS

DESIGN UNIT

LANDSCAPE

SHEET TITLE

SANDWICH STREET LANDSCAPE PLAN 34+27 TO 34+93

SHEET No.

L-108

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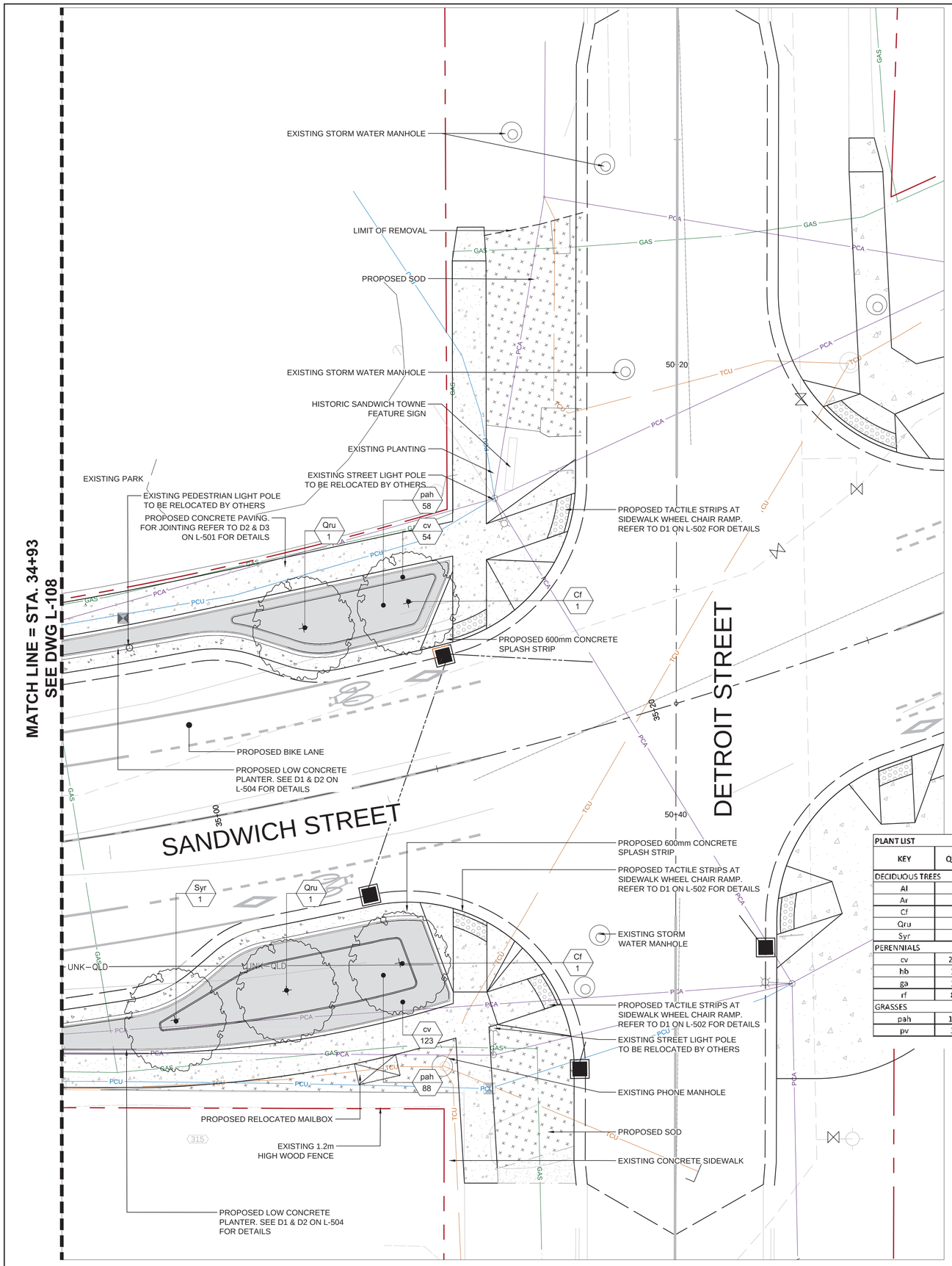
Last Plotted: 27 March, 2024
Filename: C:\pwworking\aecom_ds17_na_clt_ghhbashley.hosker@aecom.com\dms43949\GHIB_C19_CAPE_SAND_L-101 to 109.dwg

Printed on ___% Post-Consumer Recycled Content Paper

L-109- SANDWICH STREET LANDSCAPE PLAN ISOA1 594x841

Designer: AH Checked: RB Approved: RB

Project Team Initials



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- PROPOSED CONCRETE PAVING. REFER TO D2 & D3 ON L-501 FOR DETAILS
- PROPOSED PERENNIAL / ORNAMENTAL GRASS PLANTING
- PROPOSED SOD
- PROPOSED DECIDUOUS TREE
- PROPOSED SOD
- PROPOSED RELOCATED MAILBOX
- PROPOSED EDGE OF ASPHALT/CURB

PLANT LIST

KEY	QTY.	BOTANICAL NAME	COMMON NAME	SIZE	CONDITION	SPACING	CANOPY HT. AT MATURITY
DECIDUOUS TREES							
Al	2	Amelanchier laevis	Allegheny Serviceberry	30mm cal	WB	As shown on drawings.	5.0m
Ar	5	Acer rubrum	Red Maple	70mm cal	WB	As shown on drawings.	15.0m
Cf	5	Cornus florida	Flowering Dogwood	70mm cal	WB	As shown on drawings.	8.0m
Qru	7	Quercus rubra	Red oak	70mm cal	WB	As shown on drawings.	22.0m
Syr	4	Syringa reticulata	Japanese Tree Lilac	60mm cal	WB	As shown on drawings.	10.0m
PERENNIALS							
cv	298	Coreopsis verticillata 'Moon Beam'	Threadleaf tickseed	1 gal.	Potted	50cm O.C.	60cm
hb	15	Hemerocallis 'Bonanza'	Bonanza Daylily	1 gal.	Potted	50cm O.C.	80cm
ga	18	Gaillardia aristata	Blanket Flower	1 gal.	Potted	50cm O.C.	60cm
rf	88	Rudbeckia fulgida 'Goldsturm'	Black-Eyed Susan	1 gal.	Potted	50cm O.C.	60cm
GRASSES							
pah	192	Pennisetum alopecuroides 'Hameln'	Dwarf Fountain Grass	1 gal.	Potted	50cm O.C.	90cm
pv	31	Panicum virgatum 'Heavy Metal'	Heavy Metal Switch Grass	1 gal.	Potted	80cm O.C.	1.20m

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SANDWICH STREET CORRIDOR
WINDSOR, ONTARIO

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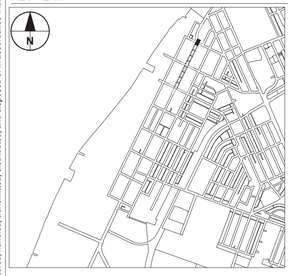
ASSOCIATION OF LANDSCAPE ARCHITECTS ONTARIO — REGISTERED LANDSCAPE ARCHITECT — OALA — 1993 — 78 — 10

KEY PLAN



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ISSUE/REVISION

A	MAR-19-24	ISSUED FOR RFC SNS
I/R	DATE	DESCRIPTION

DESIGN UNIT

LANDSCAPE

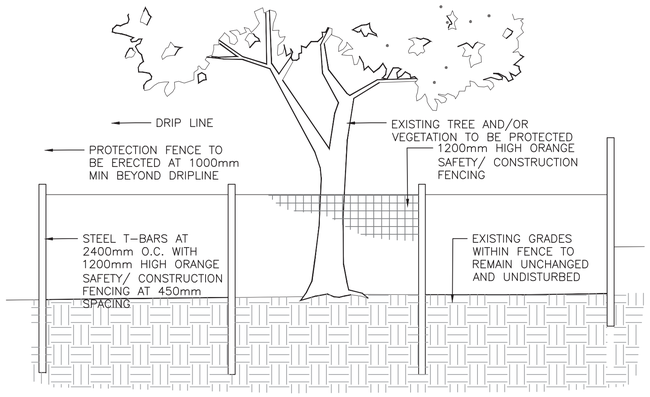
SHEET TITLE

SANDWICH STREET LANDSCAPE PLAN 34+93 TO 35+20

SHEET No.

L-109

Last Plotted: 28 March, 2024
Filename: C:\pw\working\aecom_dst7_na_clt_ghlibashley.hosker@aecom.com\dms43949\GHIB_C10_CAPE_SAND_L-101 to 109.dwg

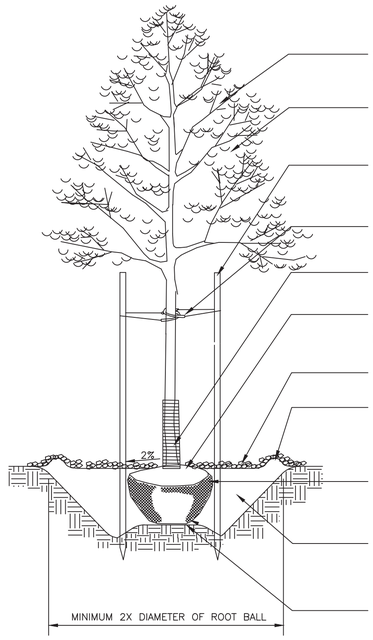


NOTES:

1. ATTACHMENT OF FENCE TO TREES WILL NOT BE PERMITTED.
2. ANY EXPOSED ROOTS ARE TO BE HAND PRUNED USING PROPER ARBORICULTURAL PRACTICES.
3. UNDER NO CIRCUMSTANCES SHALL ANY CONSTRUCTION MATERIALS, EQUIPMENT OR VEHICLES BE PLACED WITHIN THE TREE PROTECTION ZONE.
4. ALL TREE PROTECTION TO BE ERECTED PRIOR TO ANY CONSTRUCTION ACTIVITY AND IS TO REMAIN IN PLACE UNTIL ALL CONSTRUCTION HAS BEEN COMPLETED. OBTAIN WRITTEN APPROVAL FROM CONTRACT ADMINISTRATOR PRIOR TO REMOVAL OF FENCING.

D1 / L-500 TREE PROTECTION FENCING

SCALE N.T.S.



SET TREE PLUMB AND ORIENT WITH BEST SIDE FACING ROADS, WALKWAYS OR PEDESTRIAN AREAS, AND TO MINIMIZE CONFLICT WITH ADJACENT PLANTINGS.

PRUNE ONLY AS NECESSARY TO REMOVE DEAD, BROKEN AND DISEASED BRANCHES ACCORDING TO STANDARD HORTICULTURAL PRACTICES. PRESERVE THE NATURAL FORM AND CHARACTER OF THE PLANT, DO NOT CUT THE LEADER.

TWO (2) 38mm X 38mm X 1800mm HEARTWOOD STAKES INSTALLED WITH MINIMUM 1000mm ABOVE GRADE AND CLEAR OF ALL BRANCHES. TWO STAKES PER TREE TO BE ALIGNED WITH PREVAILING WIND. DO NOT DRIVE STAKES THROUGH ROOT BALL.

TIES SHALL BE GREEN ARBORTIE. TIES SHALL FORM A LOOSE LOOP AROUND THE STAKE AND LOOP IN A FIGURE '8' AROUND THE TRUNK OF THE TREE. SECURE ARBORTIE TO STAKE WITH 25.4mm GALVANIZED ROOFING NAIL.

WHITE CORRUGATED PVC PIPE RODENT GUARD, TOTAL LENGTH 600mm, INSTALLED 50mm BELOW GRADE AND 550mm ABOVE GRADE, OR TO LOWEST BRANCH.

TOP OF ROOTBALL SHALL BE SET AT 75mm ABOVE FINAL GRADE TO ALLOW FOR SETTLEMENT. WATER AND FERTILIZE AS NECESSARY. DO NOT COVER ROOT BALL WITH SOIL, COVER WITH MULCH.

75mm COMPRESSED LAYER OF SHREDDED PINE BARK MULCH, KEPT BACK 100mm FROM TRUNK.

CONSTRUCT SAUCER 100mm HIGH AND MAX 150 mm WIDE MIN. TOPSOIL SAUCER AROUND PLANTING PIT.

1:1 SLOPE ON SIDES OF PLANTING HOLE. SCARIFY EDGES AND BOTTOM OF PLANTING PIT.

LOOSEN AND ROLL BACK 1/3 OF BURLAP, ON ROOT BALL, AND REMOVE TOP THIRD OF WIRE BASKET, BURLAP AND TWINE FROM TRUNK BEFORE BACK FILLING.

BACKFILL WITH SPECIFIED PLANTING MIX. FIRMLY COMPACT OR WATER SOIL IN 150mm LAYERS TO ELIMINATE AIR POCKETS AND PREVENT SETTLEMENT. THOROUGHLY SOAK PIT WITH WATER IN NEXT TO LAST LAYER, PLANTING DEPTH, MIN. 900mm.

ROOT BALL SET ON COMPACTED SOIL MOUND 200mm HIGH.

NOTE: CONTRACTOR SHALL REMOVE TREE STAKES AND TIES ONE YEAR AFTER PLANTING, OR AT THE END OF THE WARRANTY PERIOD IF STAKES ARE STILL REQUIRED.

WATER THOROUGHLY AFTER PLANTING.
DO NOT CUT OR DAMAGE LEADER.
PRUNE ONLY INJURED OR DEAD BRANCHES.
RETAIN NATURAL SHAPE.

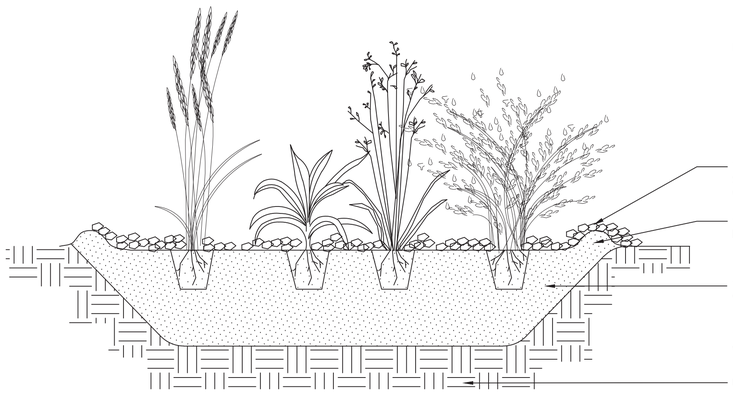
CONTRACTOR SHALL CHECK RODENT GUARD IN COMPARISON TO TREE DIAMETER. IF DIAMETER IS GREATER THAN 50mm, CHANGE RODENT GUARD TO 100mm DIAMETER.

D2 / L-500 DECIDUOUS TREE PLANTING DETAIL

SCALE 1:20

GENERAL NOTES:

1. THE CANADIAN STANDARDS FOR NURSERY STOCK, 8TH EDITION (CANADIAN NURSERY LANDSCAPE ASSOCIATION, 2006) SHALL BE USED FOR ALL SPECIFICATIONS NOMENCLATURE, INCLUDING MINIMUM STANDARDS FOR PLANTING MATERIAL, AND DESCRIPTIVE TERMS USED IN THE PLANTING PLANS.
2. ALL EXPOSED SUB-GRADE SOIL AND FILL MATERIAL TO BE COVERED WITH TOPSOIL TO FINAL ELEVATIONS, PRIOR TO RECEIVING SEED OR PLANTING TREATMENT, REFER TO SURFACE GRADING DRAWINGS FOR FINISH GRADES. REFER TO LANDSCAPE DETAILS FOR TOPSOIL/SUB-SOIL DEPTH.
3. EXCAVATION AND PREPARATION OF PLANTING BEDS AND INDIVIDUAL TREE PLANTING PITS; SEEDING; AND MULCHING SHALL BE UNDERTAKEN IN ACCORDANCE WITH THE PLANTING DETAILS ON THIS SHEET. PLANTING PITS FOR TREES SHALL NOT BE DUG WITH AN AUGER OF ANY TYPE.



NOTES:
1. PERENNIALS AND ORNAMENTAL GRASSES TO BE PLANTED AT FINISHED GRADE.
2. REMOVE ALL NURSERY TAGS AFTER SITE INSPECTION BY LANDSCAPE ARCHITECTS.
3. PRUNE ONLY DEAD OR INJURED BRANCHES, RETAIN NATURAL SHAPE, WATER THOROUGHLY AFTER PLANTING.

75mm DEPTH COMPRESSED LAYER OF SHREDDED PINE BARK MULCH, CONTINUOUS THROUGH PLANTING BED.

100mm HIGH SAUCER AT PLANTING BED EDGES.

THOROUGHLY SOAK PIT WITH WATER IN NEXT TO LAST 150mm LAYER OF COMPACTED TOPSOIL. REMOVE ALL FOREIGN MATERIAL FROM EXISTING SOIL. BACKFILL WITH SPECIFIED PLANTING MIX. PIT DEPTH, MINIMUM 450mm.

UNDISTURBED SOIL

D3 / L-500 PERENNIAL AND ORNAMENTAL GRASS PLANTING DETAIL

SCALE 1:20

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ISSUE/REVISION

I/R	DATE	DESCRIPTION
A	MAR-19-24	ISSUED FOR RFC SNS

DESIGN UNIT

CIVIL

SHEET TITLE

LANDSCAPE DETAILS - PLANTING SANDWICH STREET

SHEET No.

L-500

Last Plotted: 18 March, 2024
Filename: C:\pworking\ecom_ds17_na_ca_ghi\ashley.hosker@aecom.com\dms43949\GHIB_C19_SAND_L-501 to 503.dwg

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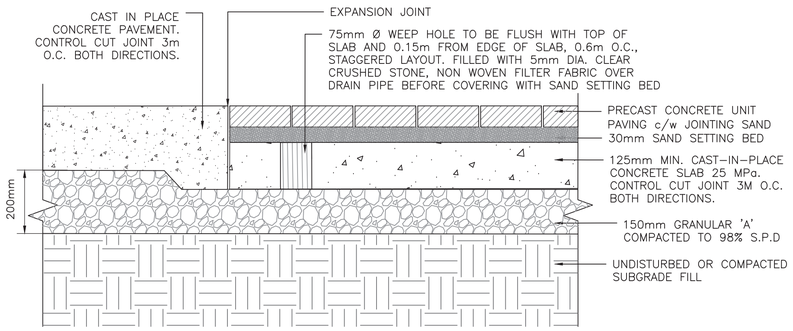
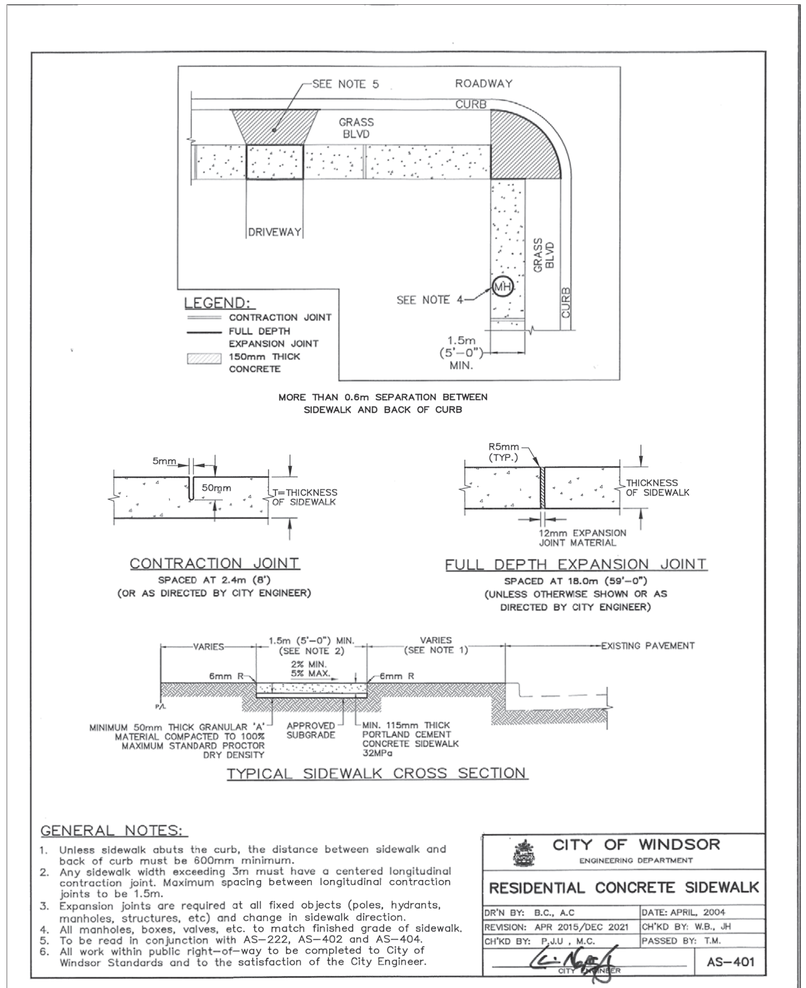


PAVERS:
- BRUSSELS BLOCK BY UNILOCK OR APPROVED EQUIVALENT
- COLOUR: SANDSTONE
- BLOCK SIZES:
  - HALF: 104mm x 173mm x 70mm
  - XL: 208mm x 348mm x 70mm
  - STANDARD: 173mm x 208mm X 70mm

D1 / L-501 PRECAST CONCRETE UNIT PAVER ON CONCRETE SLAB

SCALE 1:10



GENERAL NOTES:

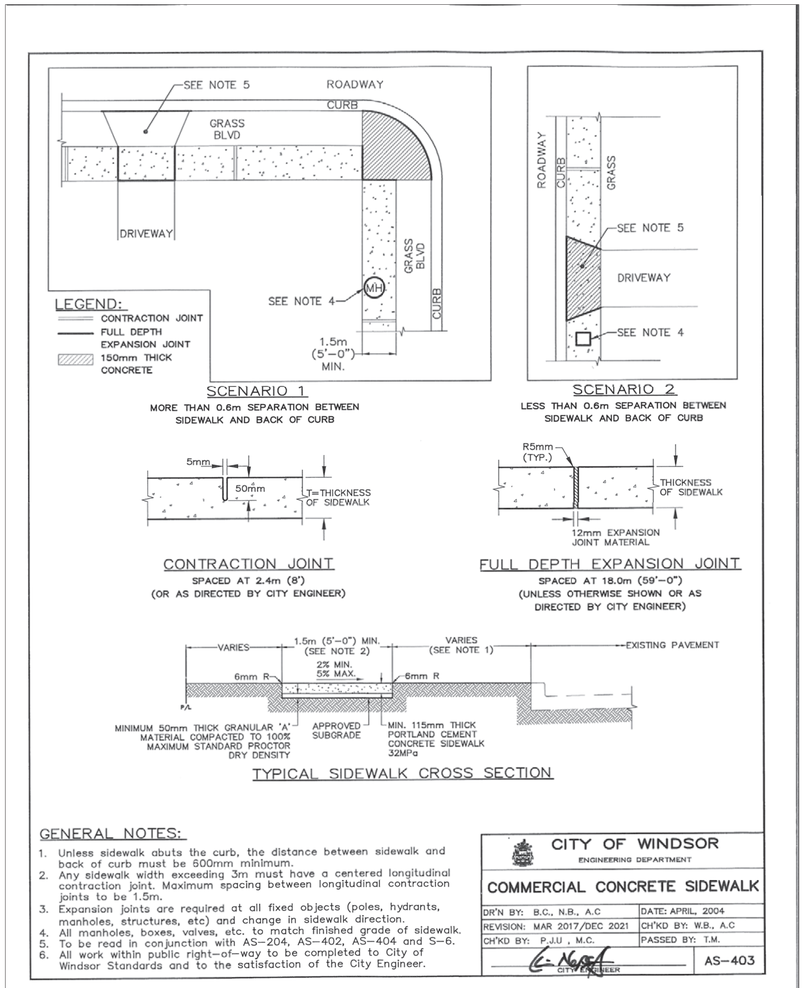
1. Unless sidewalk abuts the curb, the distance between sidewalk and back of curb must be 600mm minimum.
2. Any sidewalk width exceeding 3m must have a centered longitudinal contraction joint. Maximum spacing between longitudinal contraction joints to be 1.5m.
3. Expansion joints are required at all fixed objects (poles, hydrants, manholes, structures, etc) and change in sidewalk direction.
4. All manholes, boxes, valves, etc. to match finished grade of sidewalk.
5. To be read in conjunction with AS-222, AS-402 and AS-404.
6. All work within public right-of-way to be completed to City of Windsor Standards and to the satisfaction of the City Engineer.

CITY OF WINDSOR
ENGINEERING DEPARTMENT
RESIDENTIAL CONCRETE SIDEWALK

DR'N BY: B.C., A.C	DATE: APRIL, 2004
REVISION: APR 2015/DEC 2021	CH'KD BY: W.B., JH
CH'KD BY: P.J.U , M.C.	PASSED BY: T.M.
CITY ENGINEER	AS-401

D2 / L-501 CITY OF WINDSOR – RESIDENTIAL CONCRETE SIDEWALK

SCALE N.T.S.



GENERAL NOTES:

1. Unless sidewalk abuts the curb, the distance between sidewalk and back of curb must be 600mm minimum.
2. Any sidewalk width exceeding 3m must have a centered longitudinal contraction joint. Maximum spacing between longitudinal contraction joints to be 1.5m.
3. Expansion joints are required at all fixed objects (poles, hydrants, manholes, structures, etc) and change in sidewalk direction.
4. All manholes, boxes, valves, etc. to match finished grade of sidewalk.
5. To be read in conjunction with AS-204, AS-402, AS-404 and S-6.
6. All work within public right-of-way to be completed to City of Windsor Standards and to the satisfaction of the City Engineer.

CITY OF WINDSOR
ENGINEERING DEPARTMENT
COMMERCIAL CONCRETE SIDEWALK

DR'N BY: B.C., N.B., A.C	DATE: APRIL, 2004
REVISION: MAR 2017/DEC 2021	CH'KD BY: W.B., A.C
CH'KD BY: P.J.U , M.C.	PASSED BY: T.M.
CITY ENGINEER	AS-403

D3 / L-501 CITY OF WINDSOR – COMMERCIAL CONCRETE SIDEWALK

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ISSUE/REVISION

I/R	DATE	DESCRIPTION
A	MAR-19-24	ISSUED FOR RFC SNS

DESIGN UNIT

CIVIL

SHEET TITLE

LANDSCAPE DETAILS - HARDSCAPE SANDWICH STREET

SHEET No.

L-501

Last Plotted: 18 March, 2024
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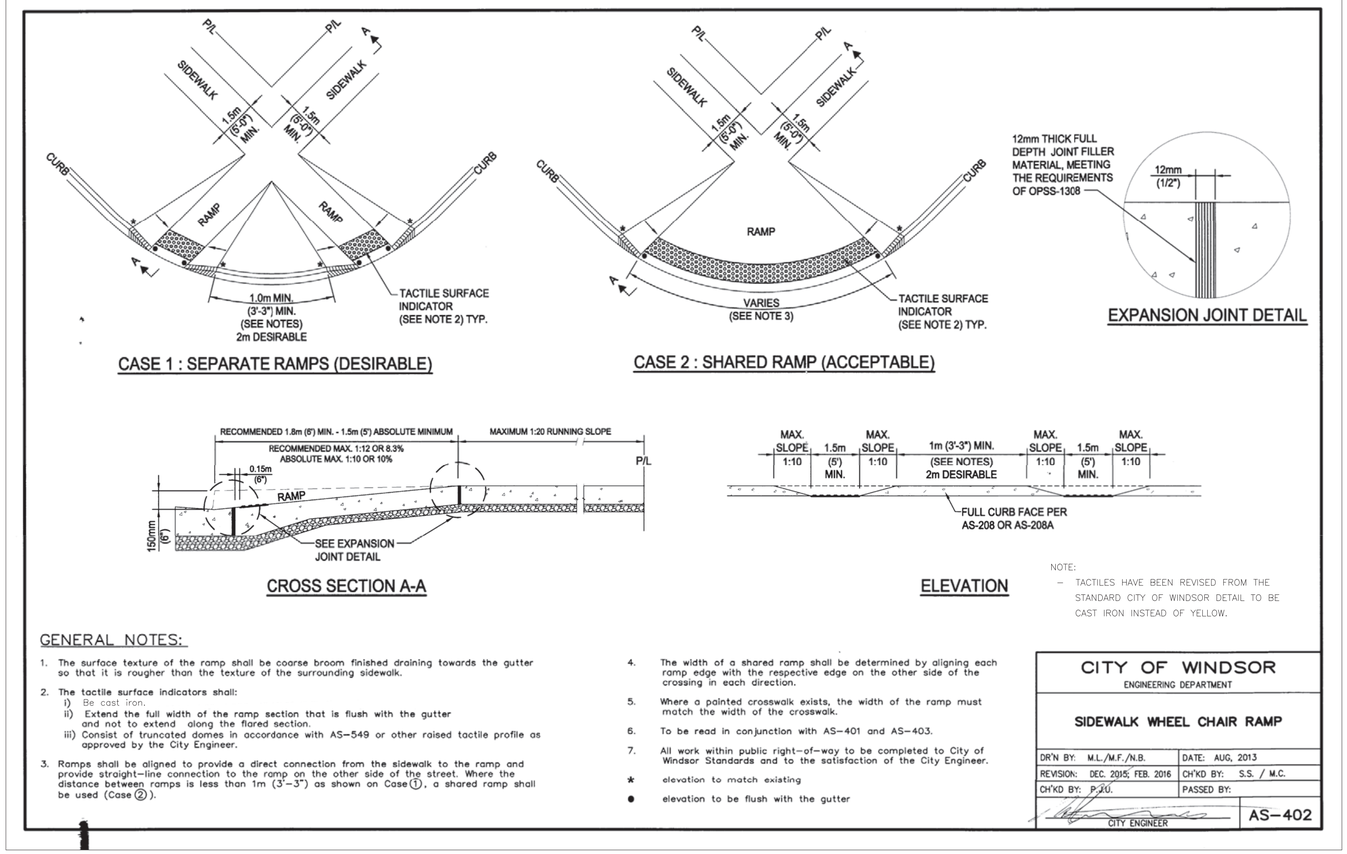

NOTE:
– TACTILES HAVE BEEN REVISED FROM THE STANDARD CITY OF WINDSOR DETAIL TO BE CAST IRON INSTEAD OF YELLOW.

GENERAL NOTES:

1. The surface texture of the ramp shall be coarse broom finished draining towards the gutter so that it is rougher than the texture of the surrounding sidewalk.
2. The tactile surface indicators shall:
   i) Be cast iron.
   ii) Extend the full width of the ramp section that is flush with the gutter and not to extend along the flared section.
   iii) Consist of truncated domes in accordance with AS–549 or other raised tactile profile as approved by the City Engineer.
3. Ramps shall be aligned to provide a direct connection from the sidewalk to the ramp and provide straight–line connection to the ramp on the other side of the street. Where the distance between ramps is less than 1m (3'–3") as shown on Case①, a shared ramp shall be used (Case②).
4. The width of a shared ramp shall be determined by aligning each ramp edge with the respective edge on the other side of the crossing in each direction.
5. Where a painted crosswalk exists, the width of the ramp must match the width of the crosswalk.
6. To be read in conjunction with AS–401 and AS–403.
7. All work within public right–of–way to be completed to City of Windsor Standards and to the satisfaction of the City Engineer.

★ elevation to match existing

● elevation to be flush with the gutter

CITY OF WINDSOR
ENGINEERING DEPARTMENT

SIDEWALK WHEEL CHAIR RAMP

DR'N BY: M.L./M.F./N.B.	DATE: AUG, 2013
REVISION: DEC. 2015; FEB. 2016	CH'KD BY: S.S. / M.C.
CH'KD BY: P.Z.U.	PASSED BY:

CITY ENGINEER

AS–402

D1 / L–502 CITY OF WINDSOR – SIDEWALK WHEEL CHAIR RAMP

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I/R	DATE	DESCRIPTION
A	MAR-19-24	ISSUED FOR RFC SNS

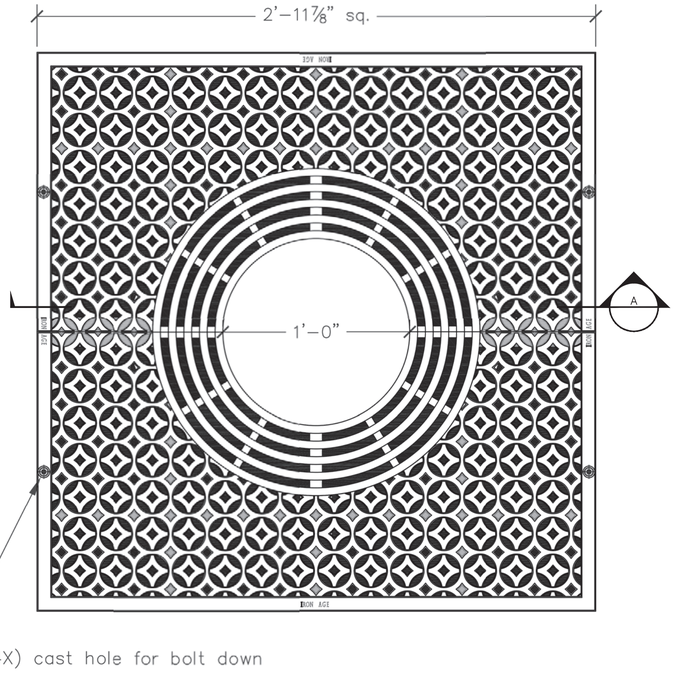
DESIGN UNIT
CIVIL

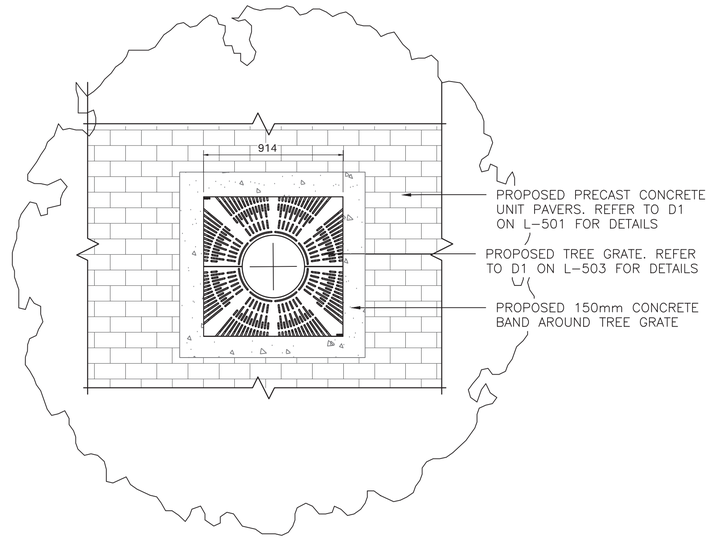
SHEET TITLE
LANDSCAPE DETAILS - HARDSCAPE SANDWICH STREET

SHEET No.
L-502

Last Plotted: 25 March, 2024
Filename: C:\pwworking\aecom_ds17_na_clt_ghilhashley.hosker@aecom.com\dms43949\GHIB_C19_SAND_L-501 to 503.dwg

L-503- LANDSCAPE DETAILS - PLANTING ISOA1 594x841
Approved: RB
Checked: RB
Designer: AH
Project Team Initials





D2 / L–503 150mm BAND AROUND TREE GRATE
SCALE 1:20

NOTES:
1. Material: cast iron
2. Natural finish
3. Cast in 2 pcs, 1" thick
4. No openings > 1/2"
5. Break–out rings to 20"ø

IRON AGE DESIGNS
2104 SW 152nd St. #4 TEL 206.276.0925
Burien, WA 98166 FAX 206.257.0318
www.ironagegrates.com

Interlaken 3' x 3' Tree Grate
drawn by: CD
scale: NTS
date: 11/19/08
drawing no. INT.I.3'sq

Patent Number: US D575,881 S
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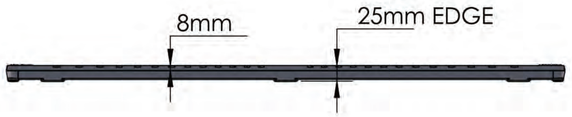
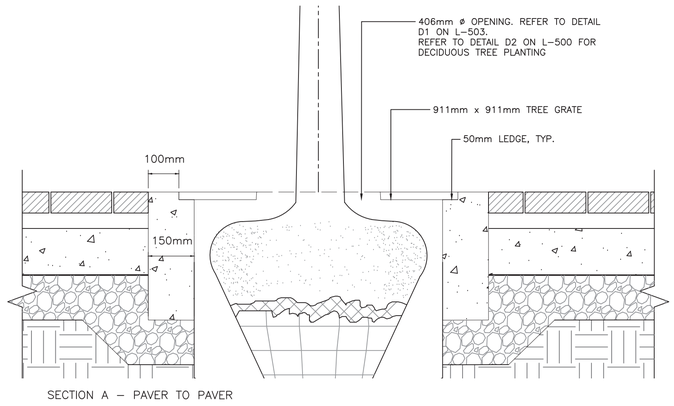
SIDE VIEW



D1 / L–503 911mm x 911mm TREE GRATE
SCALE 1:5



SECTION A – PAVER TO PAVER

D3 / L–503 TREE GRATE SECTION
SCALE 1:10

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SHEET TITLE
LANDSCAPE DETAILS - TREE GRATES SANDWICH STREET

SHEET No.
L-503

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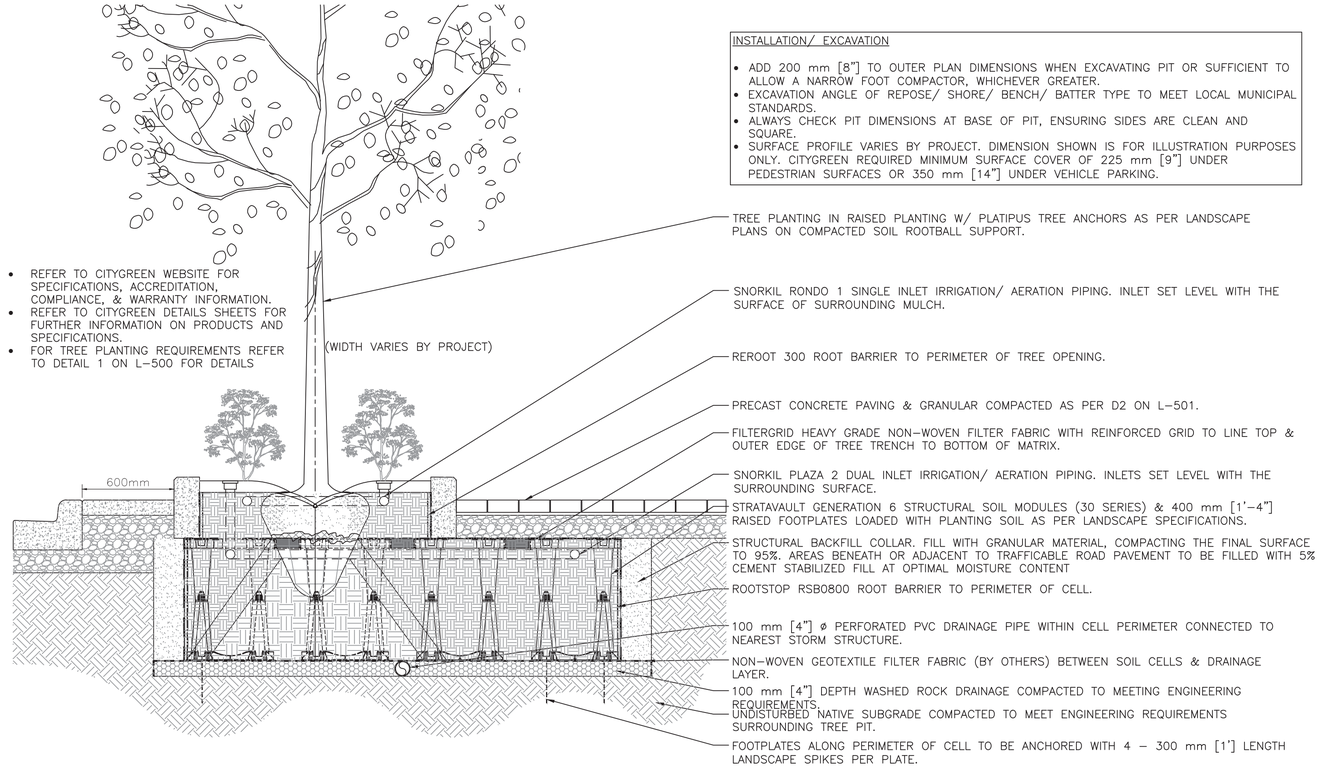
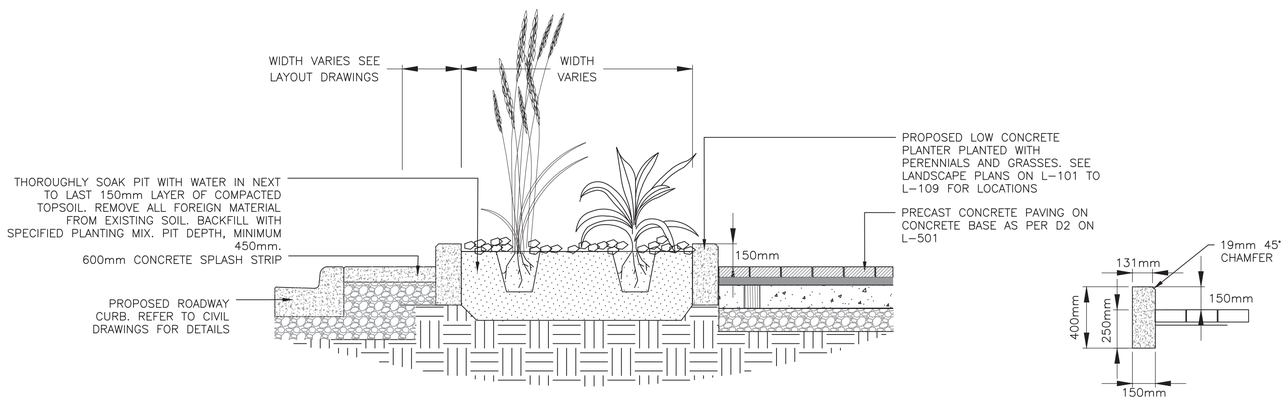


D1 / L-504 LOW CURB CONCRETE PLANTER WITH TREE PLANTING / SOIL CELLS

SCALE 1:20



D2 / L-504 LOW CURB CONCRETE PLANTER WITH PERENNIAL AND ORNAMENTAL GRASS PLANTING

SCALE 1:20

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SHEET TITLE

LANDSCAPE DETAILS - PLANTERS SANDWICH STREET

SHEET No.

L-504

Last Plotted: 19 March, 2024
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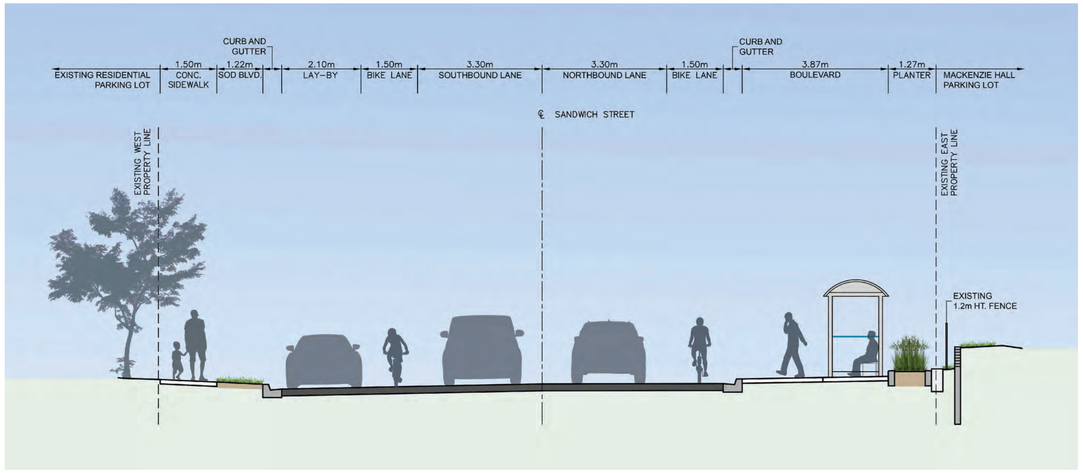

D1 L-505 CROSS SECTION: STA 30+05, NORTHBOUND VIEW (SANDWICH STREET AND BROCK STREET)

N.T.S.



D2 L-505 RENDERING: NORTHBOUND VIEW (SANDWICH STREET AND BROCK STREET)

N.T.S.

L-505- LANDSCAPE DETAILS - PLANTING

Project Team Initials | Designer: AH | Checked: RB | Approved: RB | ISOA1 594x841

Last Plotted: 18 March, 2024
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RICHARD P. BOUCHARD
OALA
MEMBER

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SHEET TITLE

LANDSCAPE RENDERINGS - SANDWICH STREET & BROCK STREET

SHEET No.

L-505

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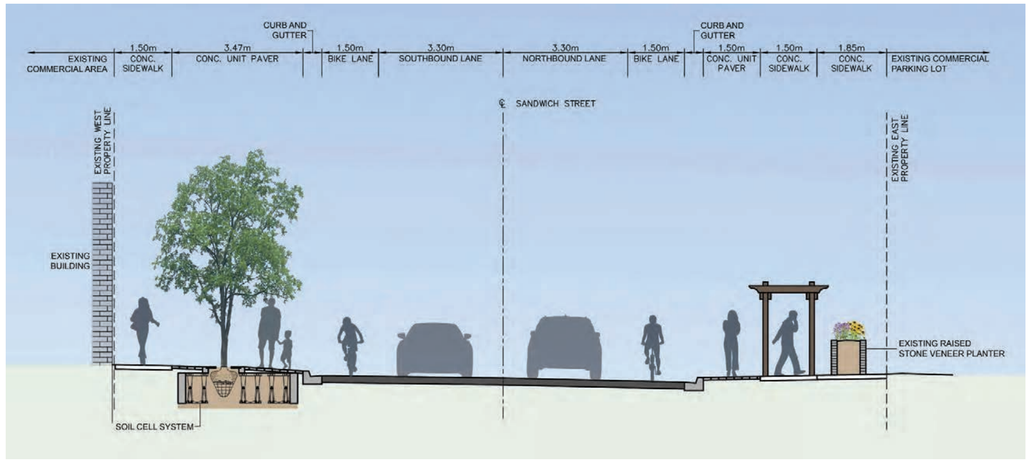

D1 L-506 CROSS SECTION: STA 32+15, NORTHBOUND VIEW (SANDWICH STREET AND MILL STREET)

N.T.S.



D2 L-506 RENDERING: NORTHBOUND VIEW (SANDWICH STREET AND MILL STREET)

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ISSUE/REVISION

I/R	DATE	DESCRIPTION
A	MAR-19-24	ISSUED FOR RFC SNS

DESIGN UNIT

CIVIL

SHEET TITLE

LANDSCAPE RENDERINGS - SANDWICH STREET & MILL STREET

SHEET No.

L-506

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L-506- LANDSCAPE DETAILS - PLANTING

Project Team Initials | Designer: AH | Checked: RB | Approved: RB | ISOA1 594x841

Last Plotted: 25 March, 2024
Filename: C:\pwworking\aecom_ds17_na_cit_ghib\ashley.hosker@aecom.com\dms43949\GHIB_C19_SAND_L-501 to 503.dwg

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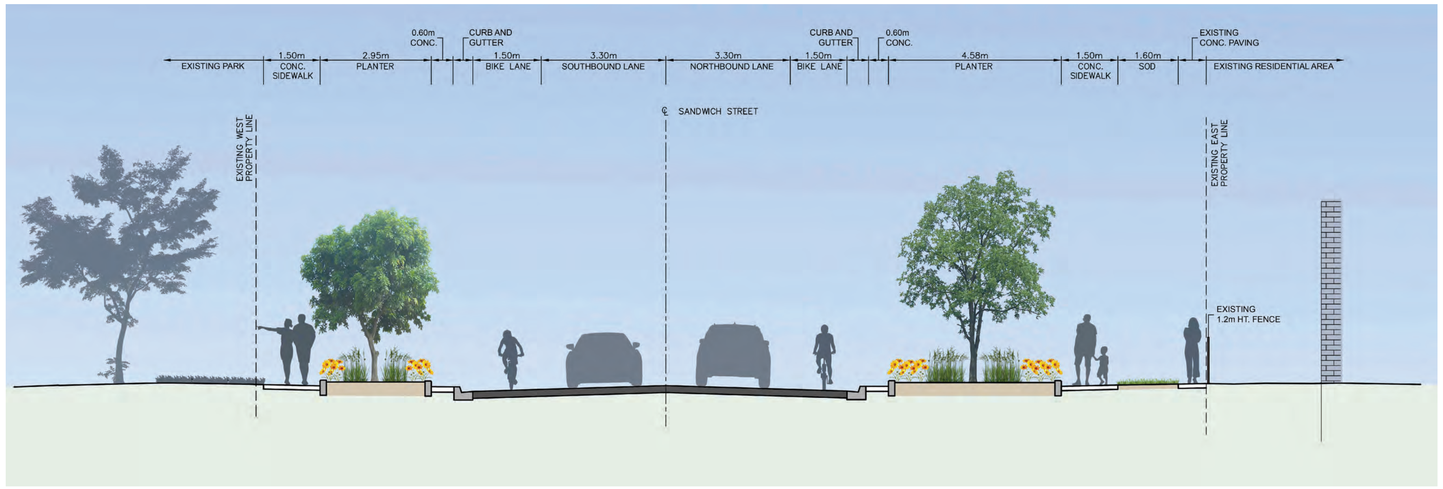

D1 L-507 CROSS SECTION: STA 35+05, NORTHBOUND VIEW (SANDWICH STREET AND DETROIT STREET)

N.T.S.



D2 L-507 RENDERING: SOUTHBOUND VIEW (SANDWICH STREET AND DETROIT STREET)

N.T.S.

L-507- LANDSCAPE DETAILS - PLANTING ISOA1 594x841

Approved: RB Checked: RB Designer: AH Project Team Initials

Last Plotted: 25 March, 2024
Filename: C:\pwworking\aecom_ds17_na_cit_ghib\ashley.hosker@aecom.com\dms43949\GHIB_C19_SAND_L-501 to 503.dwg

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CLIENT

WDBA APWD
WINDSOR-DETROIT BRIDGE AUTHORITY | AUTORITÉ DU PONT WINDSOR-DETROIT

PROJECT Co.

BRIDGING NORTHAMERICA

CONSULTANT

AECOM

PROJECT

GORDIE HOWE INTERNATIONAL BRIDGE

CANADIAN LAND PORT OF ENTRY
WINDSOR, ONTARIO

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STAMP

ONTARIO ASSOCIATION OF LANDSCAPE ARCHITECTS
RICHARD P. BOUCHART
OALA
MEMBER

ISSUE/REVISION

I/R	DATE	DESCRIPTION
A	MAR-19-24	ISSUED FOR RFC SNS

DESIGN UNIT

CIVIL

SHEET TITLE

LANDSCAPE RENDERINGS - SANDWICH STREET & DETROIT STREET

SHEET No.

L-507

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D1
L-508

RENDERING: MACKENZIE HALL & PARKETTE

N.T.S.

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PROJECT Co.

BRIDGING NORTHAMERICA

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SHEET No.

L-508

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L-508- LANDSCAPE DETAILS - PLANTING
ISOA1 594x841
Approved: RB
Checked: RB
Designer: AH
Project Team Initials

Last Plotted: 25 March, 2024
Filename: C:\pwworking\aecom_ds17_na_clt_ghlbashley.hooker@aecom.com\dms43949\GHIB_C19_SAND_L-501 to 503.dwg

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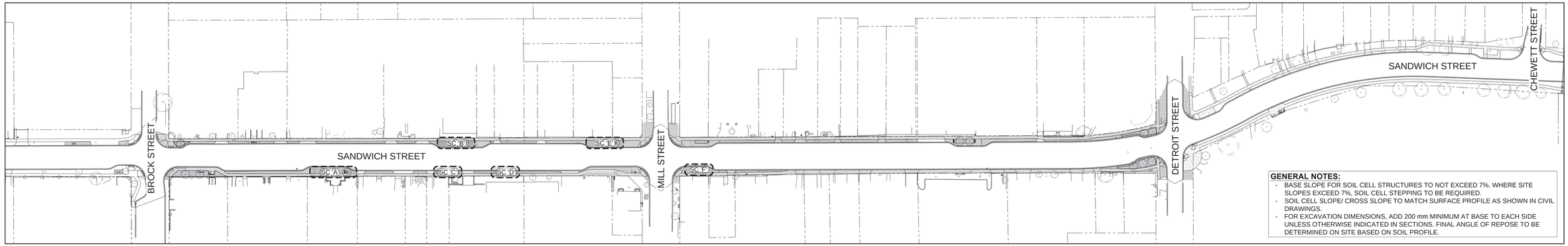
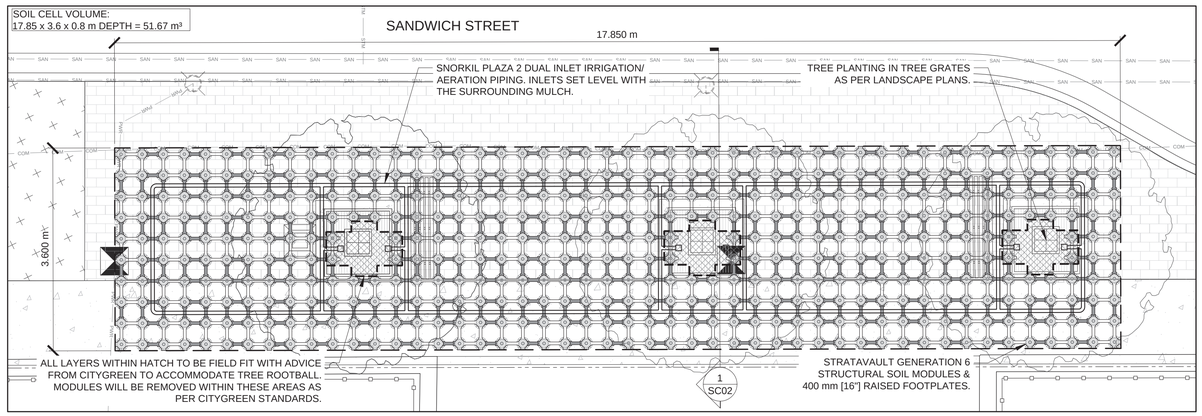
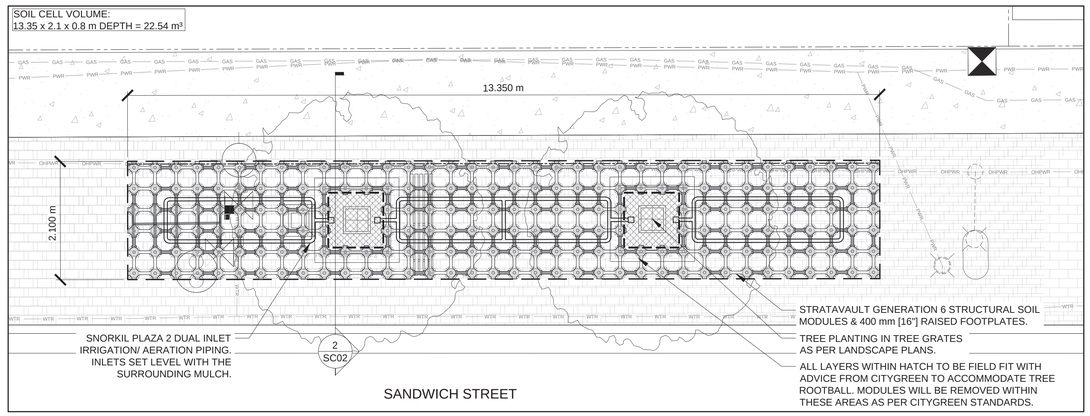


GENERAL NOTES:
- BASE SLOPE FOR SOIL CELL STRUCTURES TO NOT EXCEED 7%. WHERE SITE SLOPES EXCEED 7%, SOIL CELL STEPPING TO BE REQUIRED.
- SOIL CELL SLOPE/ CROSS SLOPE TO MATCH SURFACE PROFILE AS SHOWN IN CIVIL DRAWINGS.
- FOR EXCAVATION DIMENSIONS, ADD 200 mm MINIMUM AT BASE TO EACH SIDE UNLESS OTHERWISE INDICATED IN SECTIONS. FINAL ANGLE OF REPOSE TO BE DETERMINED ON SITE BASED ON SOIL PROFILE.

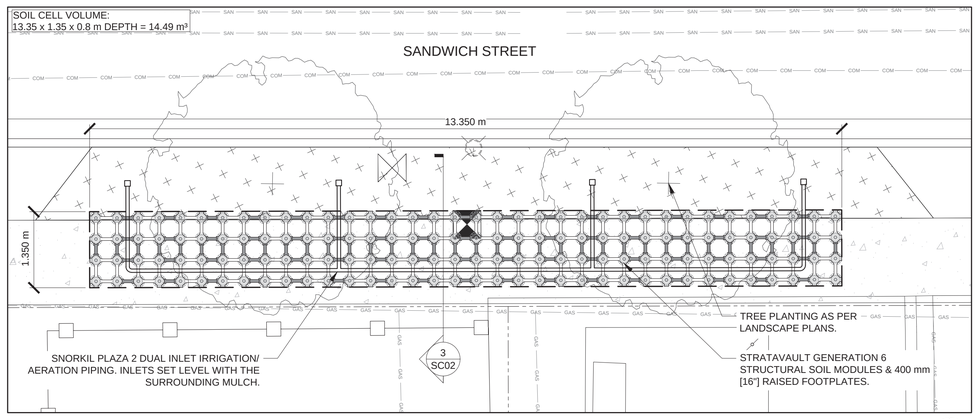
1 SC01 SITE KEYPLAN
Scale: 1:2000



2 SC01 SOIL CELL LAYOUT 'A'
Scale: 1:50



3 SC01 SOIL CELL LAYOUTS 'B' & 'E'
Scale: 1:50



4 SC01 SOIL CELL LAYOUTS 'C' & 'D'
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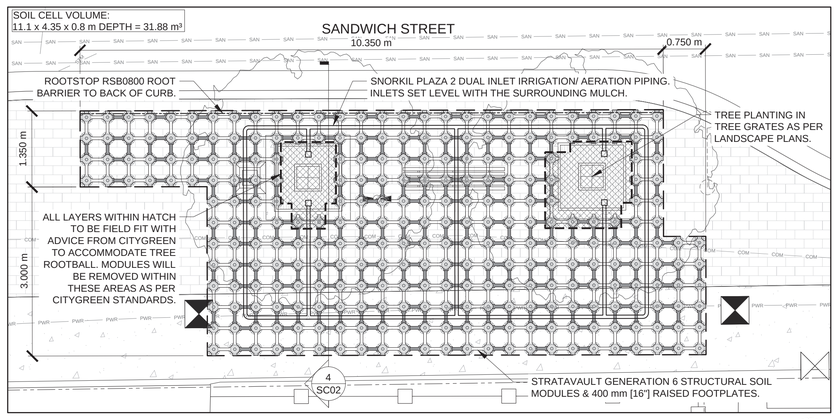

5 SC01 SOIL CELL LAYOUT 'F'
Scale: 1:50

Consultant Drawings:
ACAD-GHIB_C19_CAPE_SAND_L_Base Drawing-Model 2023.05.12

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Citygreen Australia
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10 Herb Elliott Avenue,
Sydney Olympic Park, NSW 2127

Citygreen North America
Phone: (+1) 888 999-3990

999 West Broadway Suite 720,
Vancouver, BC V5Z 1K5

5450 West 83rd Street,
Los Angeles, CA 90045

Email: info@citygreen.com

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2. Do not scale drawings.
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7. Submittal drawings and one (1) set of revisions are provided by Citygreen. Costs for additional revisions are the responsibility of others.

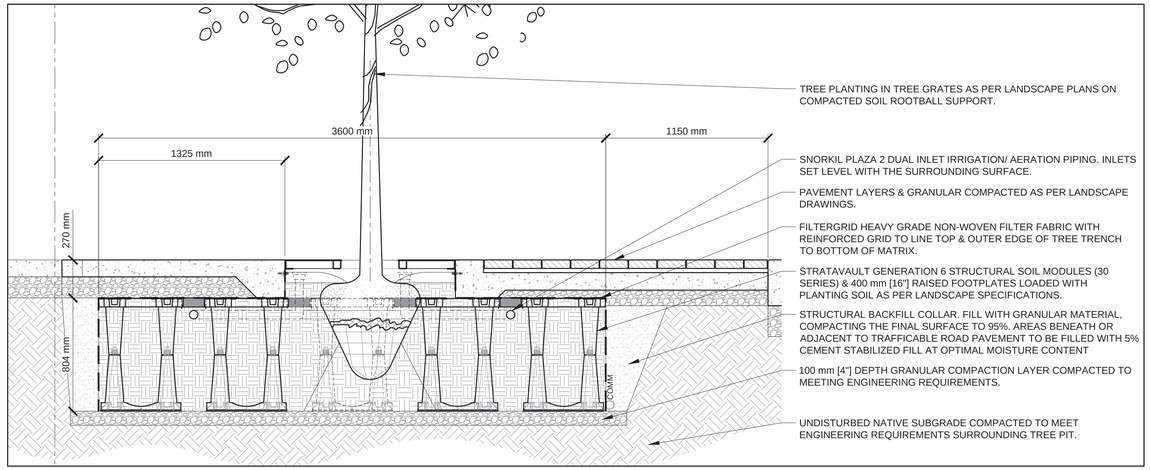
No.	Date	Issue Details	Initial
4	2024.03.13	REVISED AS PER COMMENTS	TB
3	2023.05.29	REVISED AS PER COMMENTS	TB
2	2023.05.26	REVISED AS PER COMMENTS	TB
1	2023.05.17	ISSUED FOR PRELIMINARY REVIEW	TB

Drawn:	T.B.	Checked:	T.B.
Approved:	T.B.	Date:	2023.05.15
Scale	1:2000 & 1:50 AS SHOWN		

Client:
AECOM

Job Name:
SANDWICH STREET CORRIDOR - WINDSOR, ON
W/ CITYGREEN STRATAVAULT GENERATION 6
Drawing Title:
SITE KEYPLAN & SOIL CELL LAYOUTS

Job No: MP4052
Drawing No: SC01
Reference No:
Sheet No. 1 of 2
Issue # 4



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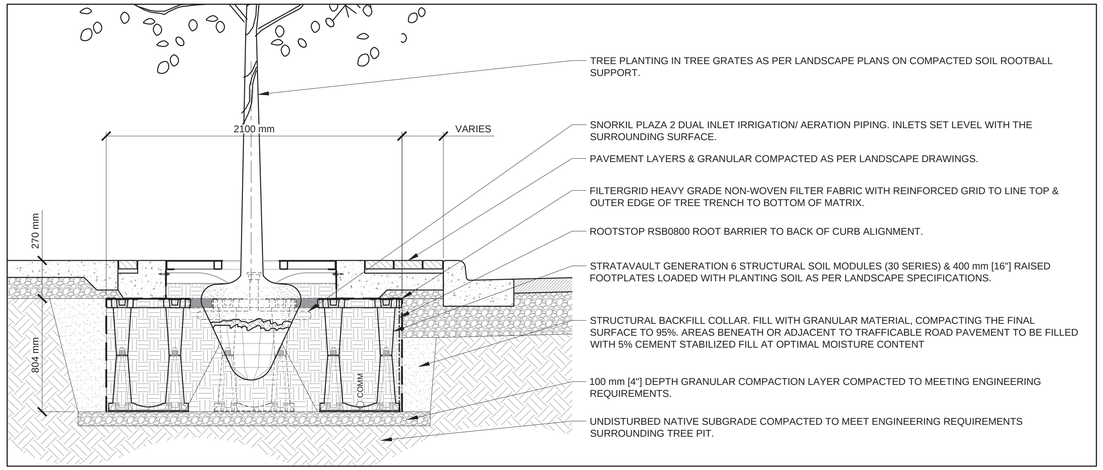
Scale: 1:20



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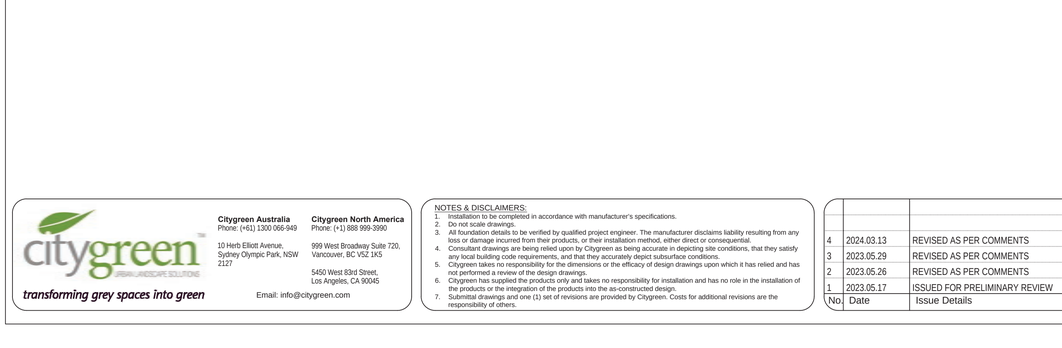

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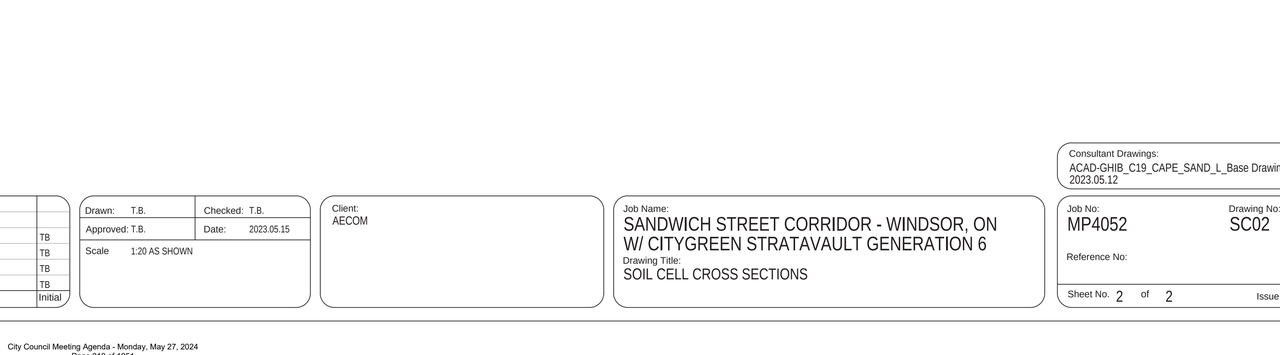

4 SC02 SOIL CELL CROSS SECTION 'FF'
Scale: 1:20

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Drawn: T.B. | Checked: T.B.
Approved: T.B. | Date: 2023.05.15
Scale 1:20 AS SHOWN

Client:
AECOM

Job Name:
SANDWICH STREET CORRIDOR - WINDSOR, ON
W/ CITYGREEN STRATAVAULT GENERATION 6
Drawing Title:
SOIL CELL CROSS SECTIONS

Consultant Drawings:
ACAD-GHIB_C19_CAPE_SAND_L_Base Drawing-Model 2023.05.12

Job No: MP4052
Drawing No: SC02
Reference No:
Sheet No. 2 of 2
Issue # 4

THE CITY OF WINDSOR ONTARIO, CANADA

Committee Matters: SCM 140/2024

Subject: 1958-1998 Wyandotte Street East, Strathcona Building – Request for Heritage Designation & Heritage Funding (Ward 4)

Moved by: Councillor Mark McKenzie
Seconded by: Member William Tape

Decision Number: **DHSC 611**
With regards to the designation request of the Strathcona Building,1958-1998 Wyandotte Street East:

I. THAT City Council **APPROVE** the designation, in accordance with Part IV of the Ontario *Heritage Act*; and,

II. THAT the City Clerk **BE AUTHORIZED** to publish a Notice of Intention to Designate the Strathcona Building, at 1958-1998 Wyandotte Street East, in accordance with Part IV of the *Ontario Heritage Act* with the draft Statement of Cultural Heritage Value or Interest attached in Appendix 'A''; and,

III. THAT the City Solicitor **PREPARE** the By-law for Council to designate the property; and,

Subject to the completion of the designation request process, be it further resolved:

IV. THAT the following heritage incentives to a total upset value of $92,829.00 (total cost of the recreation of the four bay windows) **BE GRANTED** to the owner of the Strathcona Building, 2798315 ONTARIO INC., at 1958-1998 Wyandotte Street East, which is comprised of the following:

a. Property tax reductions of 30% for up to 3 years, in accordance with the Heritage Property Tax Reduction By-law 164-2015 and its requirements to an upset value of $55,533.67;

b. Community Heritage Fund (Reserve Fund 157) award to an upset of $37,295.33; and,

V. THAT the heritage incentives funding identified under recommendations IV **BE SUBJECT** to the following:

a. Any additional financial requirements of the heritage incentive programs such as proof of payment

b. Determination by the City Planner that the work is completed to heritage conservation standards and the City Building Official for Building code compliance;

c. Owner's submission of paid receipts for work completed.

Carried.

Report Number: S 48/2024
Clerk's File: MBA/14768

Clerk's Note:

1. The recommendation of the Development & Heritage Standing Committee and Administration are the same.

2. Please refer to Item 10.1 from the Development & Heritage Standing Committee held on May 6, 2024.

3. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20240506/-1/10482

Subject: 1958-1998 Wyandotte Street East, Strathcona Building – Request for Heritage Designation & Heritage Funding (Ward 4)

Reference:

Date to Council: May 6, 2024
Author: Kristina Tang
Heritage Planner
Email: ktang@citywindsor.ca
Phone: 519-255-6543 X 6179
Tracy Tang
Planner III- Economic Development (A)
Email: ttang@citywindsor.ca
Phone: 519-255-6543 X 6449
Planning & Building Services
Report Date: 4/9/2024
Clerk's File #: MBA/14768

To: Mayor and Members of City Council

Recommendation:

With regards to the designation request of the Strathcona Building,1958-1998 Wyandotte Street East:

I. THAT City Council **APPROVE** the designation, in accordance with Part IV of the Ontario Heritage Act;

II. THAT the City Clerk **BE AUTHORIZED** to publish a Notice of Intention to Designate the Strathcona Building, at 1958-1998 Wyandotte Street East, in accordance with Part IV of the *Ontario Heritage Act* with the draft Statement of Cultural Heritage Value or Interest attached in Appendix 'A'';

III. THAT the City Solicitor **PREPARE** the By-law for Council to designate the property;

Subject to the completion of the designation request process, be it further resolved:

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b. Community Heritage Fund (Reserve Fund 157) award to an upset of $37,295.33;

V. THAT the heritage incentives funding identified under recommendations IV **BE SUBJECT** to the following:
   a. Any additional financial requirements of the heritage incentive programs such as proof of payment
   b. Determination by the City Planner that the work is completed to heritage conservation standards and the City Building Official for Building code compliance;
   c. Owner's submission of paid receipts for work completed.

Executive Summary: N/A

Background:

The Strathcona Building, located at 1958-1998 Wyandotte Street East, was listed on the Windsor Municipal Heritage Register on August 27, 2007. The property has long been considered for heritage designation due to its association with Hiram Walker & Sons' developments and its design attributed to Detroit Architect Albert Kahn.

In Fall 2021, Owner of the property (Rosati Construction Inc.) began discussions with the City about the redevelopment of Strathcona. Site Plan Control process also provided for review of the property and discussion of heritage conservation considerations. One of the items discussed was the four bay windows on the building, which were recommended by Administration to be conserved as a distinctive heritage attribute of the building. The Owner agreed to recreate the bay windows while requesting for additional funding support, which the property would only be eligible to apply for as a heritage designated property. The Owner submitted a request for heritage designation of the property, and for heritage funding to support the additional cost of conservation of the bay windows. The restoration of the building has been completed and was awarded a Built Heritage Award in 2023 by Council as nominated by Heritage Committee.

The Applicant/Owner's contribution to the restoration project greatly exceeds the requested cost recovery of the reconstruction of the bay windows as a heritage element. The requested heritage incentive is approximate 8% of the total restoration project (reported costs for Building Façade totals $1,199,372 including the costs for: installation of heritage appropriate exterior signage; addition of new exterior lighting; painting façade elements; cleaning and repointing of masonry; murals and public art at appropriate location; repairs and replacement to cornices, parapets, eaves and soffits; installation of heritage compatible storefront; roof replacements; other works etc.).

The Owner has also separately applied for the Building Facade Improvement Program for Main Streets Community Improvement Plan (CIP). That application will be reviewed

as per other CIP applications as an Administrative Item through the Development & Heritage Standing Committee.

Discussion:

The request is to designate this property individually, under provisions of Part IV of the *Ontario Heritage Act* regarding municipal designation and to provide financial incentives to the Owners related to the designation process and expenditures related to the recreation of the second floor bay windows.

Legal Provisions:

Part IV, Section 29(1)(a) of the *Ontario Heritage Act* (OHA) provides the authority to the Council of a municipality to designate a property that is of cultural heritage value or interest, where the property meets the prescribed criteria. Ontario Regulation 9/06 provides criteria for designation under the *OHA*. A property may be designated under Section 29 of the Act if it meets two or more of the following criteria for determining whether it is of cultural heritage value or interest:

1. The property has design value or physical value because it is a rare, unique, representative or early example of a style, type, expression, material or construction method.
2. The property has design value or physical value because it displays a high degree of craftsmanship or artistic merit.
3. The property has design value or physical value because it demonstrates a high degree of technical or scientific achievement.
4. The property has historical value or associative value because it has direct associations with a theme, event, belief, person, activity, organization or institution that is significant to a community.
5. The property has historical value or associative value because it yields, or has the potential to yield, information that contributes to an understanding of a community or culture.
6. The property has historical value or associative value because it demonstrates or reflects the work or ideas of an architect, artist, builder, designer or theorist who is significant to a community.
7. The property has contextual value because it is important in defining, maintaining or supporting the character of an area.
8. The property has contextual value because it is physically, functionally, visually or historically linked to its surroundings.
9. The property has contextual value because it is a landmark

Designation requires “a statement explaining the cultural heritage value or interest of the property and a description of the heritage attributes of the property”. Also, there are provisions for a municipal heritage committee to be consulted about a designation before council makes a decision on it. The Strathcona Building at 1958-1998 Wyandotte Street East meets the criteria for designation.

Should Council decide to designate this property, the first step is to initiate a Notice of Intention to Designate, which provides direction for the City Clerk to give notice to the owner, the Ontario Heritage Trust, and through the newspaper. After thirty days, if there is no objection, the Council may pass a by-law to designate the property in accordance with the *OHA*.

Additionally, Part IV, 39 (1) of the *Ontario Heritage Act* (OHA) provides that "The council of a municipality may pass by-laws providing for the making of a grant or loan to the owner of a property designated under this Part for the purpose of paying for the whole or any part of the cost of alteration of such designated property on such terms and conditions as the council may prescribe."

Section 365.2 of the *Municipal Act* authorizes municipalities to offer tax reductions (for municipal and school purposes) for property designated under Part IV of the *OHA*, or is part of a heritage conservation district under Part V of the *OHA*, in compliance with the provisions of this section. Pursuant to this authority, Council passed By-law 164-2015. This by-law allows a maximum tax reduction of 30% for up to three years to the upset limit of the cost of the eligible heritage conservation works. To activate the tax reduction, property owner needs to apply to the City by not later than the last day of February in the year following the first year for which the owner is seeking to obtain the tax reduction. The first year that the tax reduction would be available, would be when the eligible heritage conservation works are completed.

The City's Community Heritage Fund (Reserve Fund 157) and Heritage Property Tax Reduction program exists to support and encourage owners of heritage property to invest in the conservation on designated heritage properties.

Heritage Evaluation according to Ontario Regulation 9/06

The heritage evaluation of the property can be considered in the three broad categories of design/physical value, historical/associative value, and contextual value.

Design/Physical value:



Front elevation of the Strathcona Building

For the architectural considerations, the Owner shared information such as the original 1906 drawing scans obtained from Detroit architecture firm Albert Kahn Associates, Inc. The Heritage Planner conducted site visits of the property in November and December 2022, with photos of the property from the site visit and from the Owner available in Appendix B and C.

The Strathcona Building is a two storey commercial building designed during the Edwardian Period. The building features a balanced design, with an articulated stone parapet raised at corners. The pediment at Wyandotte Street includes a stone plate etched with the word “Strathcona”, while the arched parapet portions features shield-shaped stone accents. A single row of rowlock brick beneath the stone capping reinforces the parapet design. The second floor ornate cornice stretches across the street-facing elevations. Four bay windows with brackets, interspaced with double and triple sets of sash windows with pronounced projections, provide texture and variety to the facade. The cornice pattern repeats above the storefront system, and together with soldier brick course on the sides, delineates between floors.

Two entrances with arched cut stone voussoirs, keystone, and surrounds were constructed and retained on the Wyandotte elevation. The original 1906 drawings show the storefront system wrapping around the corner to Devonshire Road, truncating below the first bay window of the corner, some recessed ground floor entrances with ornate doors, and decorative brick pattern on the east facade. These features were either not constructed per drawing or later modified.

2021-2022 Exterior Changes

One of the greatest impacts from the redevelopment is the removal of paint from the brick facade, which revealed the stretcher red brick facade with purple undertones. The parapet were flashed over. Bay windows are reintroduced as aluminum glazing systems without the vertical muntins. As with main-street appropriate storefront systems, transoms were returned. The new black insulated aluminum panel storefront system is compatible to the original wood glass storefront (long-gone). The openings on the ground floor west elevations still feature stone sills. Awnings and new compatible signage have been proposed on the property. The rear north elevation had a variety of openings of irregular rhythm, and are replaced with some new glazing or painted black metal pan. Due to the porous nature of the brick on the rear elevation on the west side, the Owner commissioned a wall mural limited to that location. The mural was commissioned by local artist Daniel Bombardier (known as Denial) to capture the history of Walkerville, the Strathcona Building, and the land developers. For example, the portraits of Albert Kahn and Hiram Walker, the Walkerville Collegiate crest, and the Jackie’s Convenience logo are found within the mural. A QR code located near the mural offers an educational experience for those interested in learning the stories and history weaved into the art piece.

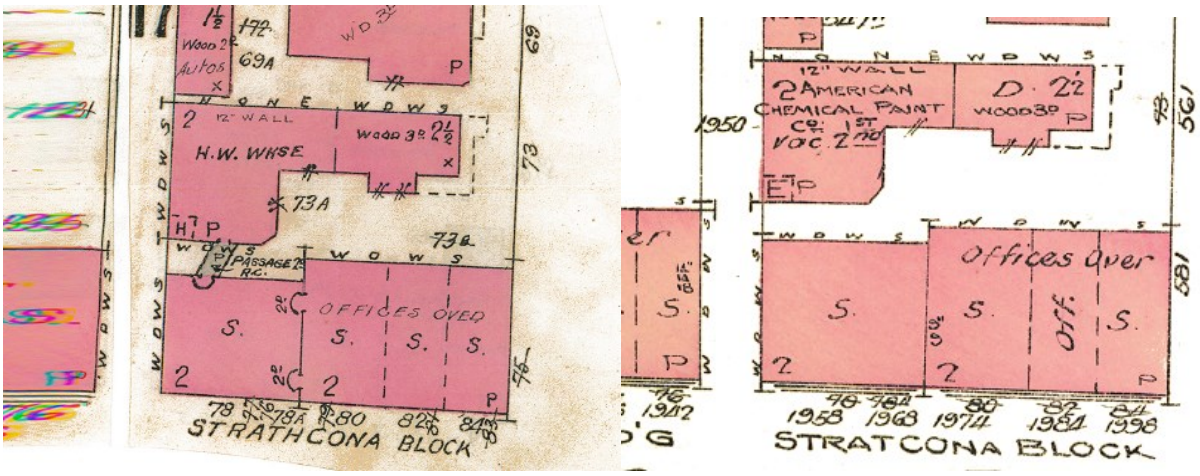
Historical or Associative Considerations:

The subject property is located in the former Town of Walkerville, founded by Hiram Walker (1816-1899), the industrial entrepreneur from the United States. What is now

Southwestern Ontario was inhabited by First Nations peoples, including the Ottawas. Following unsuccessful attempts to resist the French newcomers (who had settled earlier than the British), the Ottawa leader Pontiac granted lands to settlers in the vicinity of what became Walkerville[1]. By the mid-1850s, Hiram Walker had bought several farm parcels. Walkerville was a planned community, almost entirely owned by the Walker family until the early 20th century.

As Hiram Walker's distillery business prospered, he developed the first five north-south streets of Walkerville starting from First Street (now Kildare Road) and east-west streets starting from Sandwich Street (now Riverside Drive). Development generally occurred systematically on north-south streets from Walker Road on the east to streets further west, and southward. Ferry services, rail lines and street railways introduced by Walker spurred the growth of the distillery village further into a town with diversified businesses.

By 1890, Walkerville had obtained town status and was a self-sufficient model town. The Walker family separated the distillery and other industrial uses from commercial and residential uses, and engaged distinguished architects to design the early development in the community.



1924 Fire Insurance Map (left) and 1937 Map (right)

The subject property is located within Registered Plan 211, one of the earliest subdivision plans registered in 1879, creating lots from First (Kildare Road) to Fifth Streets (Walker Road) and from the Great Western Railway to Cataraqui Street. The subject building is located on Lot 10 of Block F, and like many of the vacant lots during the early 1900s, the property was originally owned by Hiram Walker and was transferred to the Walkerville Land & Building Co. (W. L. & B. Co.) with Edward Chandler Walker, Hiram Walker's oldest son, as president. After Hiram Walker's death in 1899, E. C. Walker and his wife Mary Griffin Walker led the second phase of development of the former Town of Walkerville[1]. While Devonshire Road was the main north-south street in Walkerville, by 1910 Wyandotte Street was the commercial

[1] Weeks, Elaine, and Edwards, Chris. *Walkerville: Whisky Town Extraordinaire*. Walkerville Publishing, 2015.

shopping centre lined with a mixture of residential dwellings, commercial block buildings, and prominent banks[2].

Early Tenants and Uses

The Strathcona Block was designed in 1906 and constructed in 1907 as "Stores for Walker Sons" (Strathcona Original Drawings). In a newspaper clipping from the Windsor Evening Record dated March 20, 1907, the building is referred to as the "new Walker block" and is anticipated to be "one of the handsomest business blocks in the town" when finished[3]. The original architectural drawings show four commercial storefront units on the main floor and offices and a library on the second floor. The building finished construction c. April 1907. Upon completion, two established businesses moved in - F.J. Miller (druggist) and R.A. Holland (dry goods). Both businesses had moved from the Crown Inn on Devonshire Road[4]. In July 1907, it was publicly announced in the Windsor Evening Record that the new building will be called "Strathcona Block"[5].



1908 photo showing corner of Devonshire and Wyandotte looking west (Source: Page 30, The Walkerville Times Magazine, 60th Edition, Christmas 2015, https://issuu.com/chrisedwards/docs/walkerville-times-2015-screen)

[2] Hoskins, Ronald G. *A Historical survey of the town of Walkerville Ontario, 1858-1922, including an evaluation of the influence of Hiram Walker and his sons on the growth and development of the town until 1922*. University of Windsor Faculty of Graduate Studies, 1964.

[3] Correspondence of Strathcona Building (PDF, p. 1). The Evening Record newspaper clipping: March 20, 1907.

[4] Walkerville Times website. About the Historic Strathcona. http://www.walkervilletimes.com/strathcona.htm

[5] Correspondence of Strathcona Building (PDF, p. 5). The Walkerville Heritage District Newsletter: Vol. 1 No. 4, February 1996.

Early tenants of the Strathcona Block include Walkerville Hardware Co., Nairn & Co Grocers, and F.J. White (jeweler and dry goods) on the main floor and the Walkerville Public Library on the second floor. The Walkerville Public Library occupied the second floor of the Strathcona Block from its completion in 1907 until 1922, when the library moved to the main floor of Willistead Manor which had then become the property of the Town. After the library vacated the second floor space of the Strathcona Block, it was commonly used as a community gathering and event space for various local organizations' chapters, such as the Sons of England, the Women of Mooseheart, and the Walkerville Football Club.

Another notable tenant during the building's early years was longtime tenant Lanspeary's Ltd. (druggist), and the offices of architects Stahl and Kinsey (construction supervisors of the Bank of Montreal building, 1799 Wyandotte).

Later Tenants and Uses

Through the decades after, the primary uses of the building largely remained a mix of commercial and offices. Some of the uses included communications/telegraph offices, real estate offices, and printing and stationary services. Post mid-century, the uses changed to become more manufacturing in nature. For example, between 1960 and 1970, occupants of the Strathcona Block included Duncan D M Machinery Co Ltd., cutting tools machine specialists, and an industrial safety supply store. At the rear of the Strathcona Block building on the same property parcel, a single family dwelling was demolished in 1969 followed by a two-storey commercial-industrial building (American Chemical Paint) in 1989 to make way for a new parking area.



Wyandotte Street East, looking west from just east of Kildare Road, June 1950 (Source: *SWODA*, http://swoda.uwindsor.ca/node/2132)

In 2001, the Strathcona Block was home to the Icon Laser Eye Centres administrative centre and call office. Icon, after merging with Lasik Vision Corp., was at the time the "world's largest laser vision correction company"[6]. 125 people were employed at Icon's Walkerville headquarters[7].

[6] Background of Strathcona Building (PDF). The Windsor Star, "Icon, Lasik Merge", January 31, 2001.

[7] Background of Strathcona Building (PDF). The Walkerville Times, "Man with a Vision: Ghassan Barazi, ICON Laser Eye Centres, Inc.", February 16, 2001.

The Strathcona building remains a valued commercial office building within Walkerville. Prior to the ongoing redevelopment, long-time tenant Jackie's Corner maintained the corner unit on the ground floor. Other tenants included the Walkerville Artist Co-Op and Stitch Happens Fabric Store & Sewing Studio.

Architect Albert Kahn

The design of the Strathcona Building is attributed to the internationally recognized architect Albert Kahn. Although he was most famous for being a leading industrial architect, Kahn's portfolio of works includes a variety of office, commercial, public, and residential buildings. His elaborate designs and details are based in the use of historical period architectural styles, and he was best remembered for bringing natural light into industrial buildings during the auto manufacturing boom.

Kahn was a significant architect in the design of the former Town of Walkerville. While employed with Detroit firm Mason & Rice Architects, Kahn designed the beautiful interior of the Hiram Walker & Sons Office Building, which was instrumental in showcasing his talent and elevating his career. He started up his own firm "Kahn and Associates" in 1895 and was based in Detroit. The Walker family and company were major patrons of his services, and he was their choice architect commissioned to design notable properties for them[8]. Properties designed by Kahn and Associates for the Walkers include the Willistead Manor (1899 Niagara Street), the Harrington Walker Manor (1948 St Mary's Gate), Walkerville Town Hall, and the Canadian Bank of Commerce. Kahn was responsible for the design of several listed or designated properties on Windsor's Municipal Heritage Register.

Throughout his career, he was credited with over 1000 buildings. Some of his most celebrated works in the United States are the Fisher Building, the Conservatory on Belle Isle, the Edsel and Eleanor Ford House, and the Detroit Athletic Club.

Contextual Considerations:

The Strathcona Block building is a long-standing landmark and is highly visible from its location on the corner of Devonshire Road and Wyandotte Street East. It is evocative of the early "main street" streetscape of the former Town of Walkerville, and supports the heritage main street character of Wyandotte Street East. Devonshire Road was the main north-south street in Walkerville, anchored to the north by the Riverside Park near the Detroit-Walkerville Ferry Terminal docks and to the south by St. Mary's Anglican Church. A little south of the ferry docks was also the Pere Marquette train station. The Strathcona Block was strategically located a short distance away from both these historic transportation hubs.

It also reflects the supremacy of Wyandotte Street East as the commercial area for the Town since the early 20th century, where the Strathcona Block was located along with several other banks and heritage buildings. The subject property is a notable example

[8] Biographical Dictionary of Architects in Canada. Albert Kahn. http://www.dictionaryofarchitectsincanada.org/node/1722

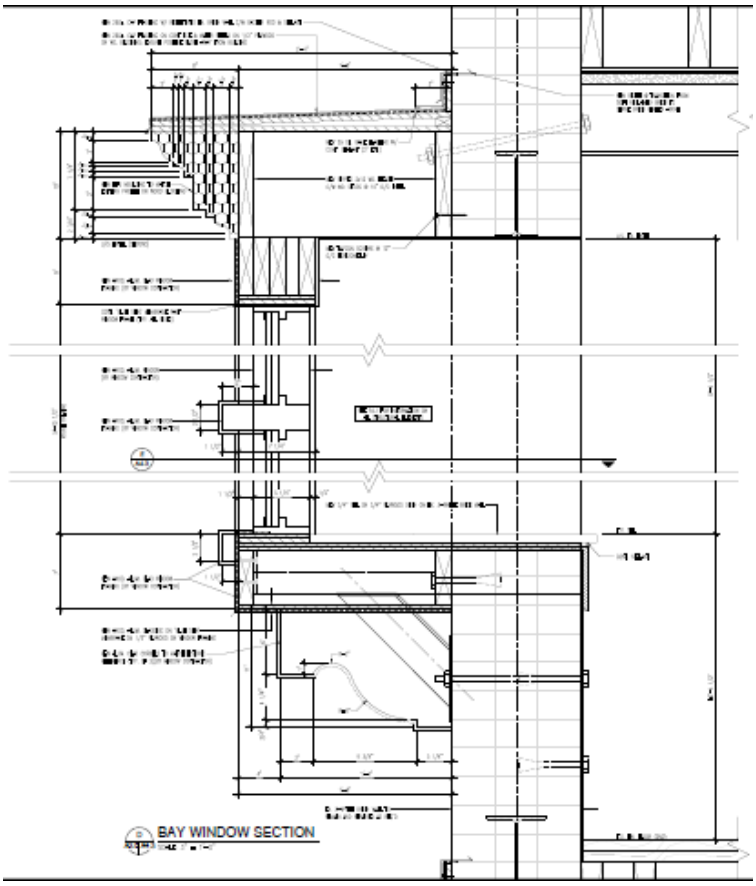
of early commercial buildings constructed within the core areas of Walkerville. Along with the adjacent Imperial Building at 1900-42 Wyandotte, and further west down the street with the Chilver Block at 1801-33 Wyandotte, commercial block between Windermere and Chilver, and commercial block at 1660-98 Wyandotte, the Strathcona Building reflects the early economic prosperity of the former Town of Walkerville and the growing commercial needs of residents. The varieties of commercial and office uses of the building throughout the years highlight the evolution of the Walkerville area and mixed-use nature of the current Walkerville Business Improvement Area, where one could meet all retail and service needs within the span of a few blocks.

Additional Research material is available in Appendix D, including some information submitted by the Owner.

Conservation Work

The wood windows had been covered up in previous decades, resulting in large amounts of rot with deterioration continuing beneath the aluminum casing. The Owner reported the condition through photos and planned to update all of the windows, including the conversion of the bay windows to regular windows. Discussions took place starting in the fall of 2021 with Administration and the Owner, to strongly encourage the Owner to keep the bay windows as a distinctive heritage attribute of Strathcona. While wood windows were encouraged to be the replacement windows, the Owner were willing to change their plan from regular windows to install bay windows using modern materials and construction methods. This change came at an increased cost (particularly for the structural supports that were necessary for the bay windows), which Administration discussed could be covered through the designation of the property and application through Heritage incentives, subject to Council's approval.

The main form of the bay windows and its most distinctive appearance has been retained and the appearance is compatible with the historic Strathcona Building.



Bay window section drawing from Owner

Besides the window consideration, the Owner had initiated much conservation work including the removal of years of inappropriate paint that had covered up the original colour of the building, masonry repairs, and incorporation of main street-appropriate storefronts. Further, the Owner initiated other major interior improvements to accommodate office spaces and a restaurant. In the main stairwell entrance, the Owner restored the terrazzo flooring with peach-toned borders and decorative tile edges in the vestibule and foyer, as well as restored the large wooden staircase with handrails, decorative baseboards, and chair rail moulding. In the second storey office area, the drop ceilings were removed to expose the original wood beam ceiling, which revived the experience of original floor-to-ceiling heights. Additionally, cast iron pipes were retained and used for venting purposes, with one displayed in a highly visible fashion in a second storey office.

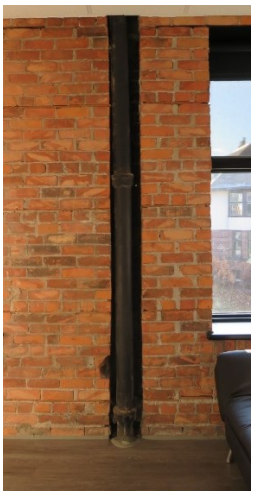


Photo of a retained and reused cast iron pipe in the second storey office area

Additional Standards Relating to Rehabilitation

10. Repair rather than replace *character-defining elements*. Where character-defining elements are too severely deteriorated to repair, and where sufficient physical evidence exists, replace them with new elements that match the forms, materials and detailing of sound versions of the same elements. Where there is insufficient physical evidence, make the form, material and detailing of the new elements compatible with the character of the *historic place*.

11. Conserve the *heritage value* and *character-defining elements* when creating any new additions to an *historic place* or any related new construction. Make the new work physically and visually compatible with, subordinate to and distinguishable from the historic place.

12. Create any new additions or related new construction so that the essential form and integrity of an *historic place* will not be impaired if the new work is removed in the future.

Extract of Standards & Guidelines for Conservation of Historic Places (Standards 10-12)

Official Plan Policy:

The Windsor Official Plan Volume 1 includes (9.0) "A community's identity and civic pride is rooted in physical and cultural links to its past. In order to celebrate Windsor's rich history, Council is committed to recognizing, conserving and enhancing heritage resources." Goals include (9.1.1) "The identification, recognition, protection, conservation, enhancement and proper management of heritage resources." Objectives include (9.2.4) "To increase awareness and appreciation of Windsor's heritage resources and encourage participation by individuals, organizations and other levels of government in heritage conservation."

Also, (9.3.2.1) "Council will identify Windsor's heritage resources by: ... (c) Researching and documenting the history and architectural and contextual merit of potential heritage resources on an individual property basis". (9.3.3.1) "Council will recognize Windsor's heritage resources by: ... (a) Designating individual buildings, structures, sites and

landscapes as heritage properties under the Ontario Heritage Act;" (9.3.6.1) "Council will manage heritage resources by: … (e) providing support and encouragement to organizations and individuals who undertake the conservation of heritage resources by private means"

The Windsor Official Plan includes (9.3.6.1.), "Council will manage heritage resources by: (e) providing support and encouragement to organizations and individuals who undertake the conservation of heritage resources by private means".

Risk Analysis:

If designated, exterior modifications or additions will be reviewed through the Heritage Permit application process. If not designated, inappropriate changes could be made to the building and demolition may be more readily allowed. The recreation of the bay window was the result of discussion with the City's Administration and a willing Owner to partner in the conservation of the city's built heritage. The risk of not designating and supporting financially would give a concerning impression to private property owners that the City is not interested or supportive of heritage conservation efforts.

No city funds will be expended until the property is designated and the financial requirements or other standard requirements of the incentive programs are fulfilled.

Climate Change Risks

Climate Change Mitigation: N/A

Climate Change Adaptation: N/A

Financial Matters:

The Owner desires to designate the property and had discussions with City staff during the restoration process about applying for heritage incentives to cover the additional cost of the recreation of the second floor bay windows. If Council chooses to designate the property, financial support will be available to assist with certain expenditures related to the redevelopment of the Strathcona building.

The designation costs related to the legal notices, by-law amendment registration with the Land Registry Office and the designation plaque is estimated to be around $3,700. The designation costs are funded by the Heritage Committee operating budget which has an uncommitted amount of around $5000, and would be sufficient to cover the costs of this designation.

The costs reported for the four bay windows of $92,829 include additional structural costs such as engineering and steel support for the window projections, additional cornice, corbels and sheet metal flashing, and therefore understandably exceeds the costs of installing a regular window. The applicant has also applied separately for the Building Façade Improvement Community Improvement Plan program which is subject to separate Council decision and a separate report (not under Heritage Incentive Programs and is not under the jurisdiction of review through Heritage Committee). No heritage incentives will be issued until the property is individually designated under Part

IV of the Ontario Heritage Act. The heritage incentive application is attached in Appendix E & F.

Heritage Property Tax Reduction Program

Per Bylaw 164-2015, the Heritage Property Tax Reduction Program allows reduction up to a maximum of thirty percent (30%) per year up to 3 years of the taxes for municipal and school purposes levied on a designated heritage property, to the upset cost of the heritage conservation works. Total amounts of $20,000 and below is delegated to staff administration while amounts more than $20,000 require Heritage Committee review and Council approval. The 2024 tax amount for the subject property without BIA Levy is approximately $61,704.08. Based on 2024 tax amounts, it is estimated there would be tax reductions of approximately $18,511.22 per year starting from 2025 to 2027 (tax reduction year start to be 2025 after designation process is completed). Total tax reductions from three years might be upwards of $55,533.67 which depending on reassessments from MPAC, may increase the assessment values and property tax reductions per year. The total city heritage tax reductions will not exceed $55,533.67.

Community Heritage Fund

The Community Heritage Fund (CHF) has a number of applicable guidelines that inform the Heritage Planner:

“As a general principle, awards will be limited to a maximum of $50,000 unless the DHSC (Development & Heritage Standing Committee) so recommends and Council approves." The grant from Community Heritage Fund will be approximately $37,295.33, which is the balance remaining to cover the estimated cost of the bay windows of $92,829.00 after the city heritage tax reduction of $55,533.67 is considered.

As well, the Community Heritage Fund asks for "A minimum of two cost estimates, based on specifications approved by the DHSC and the Commissioner of Building & Development Services, shall be obtained by the owner for all restoration work to be done.” The estimates will then be reviewed to ensure that all work specified is covered. The lower bid will usually be recommended for funding." However, in this case the applicant provided their own work and labour and therefore did not provide multiple estimates.

Explanation has been provided for the Applicant’s sole quote.

As of March 31, 2024, the Community Heritage Fund (Reserve Fund 157) has an uncommitted balance of $86,261.44 available (including the safeguard of having the minimum balance of $50,000 in the Committed funds). Therefore, there is sufficient funds in Fund 157 to cover the recommended CHF grant of $37, 295.33. This report will bring the uncommitted balance in the fund to approximately $48,966.11.

The heritage financial incentive through the Community Heritage Fund (CHF) would provide support to the continued conservation of the heritage features of this proposed designated building.

Given the catalytic impact of the restoration work at the property for Walkerville's commercial area, and the additional expense of recreating the bay windows on top of the large investments into the project, Administration is comfortable with the Owner's request.

Administration recommends the request by the Owner for CHF of $37, 295.33, and a separate 30% property tax reductions of up to 3 years per Heritage Property Tax Reduction By-law 164-2015, not exceeding the $92,829.00 total cost of the bay windows.

Consultations:

The City and Owner shared historical resources and findings about the Strathcona Building during the restoration process and after. The Heritage Planner and Planning staff visited the site and discussed identified heritage features with the Owner through the development review process. Consultations have also been made with the Windsor Public Library, Archives, and Local History Centre.

Josie Gualtieri, Financial Planning Administrator, assisted with confirmation of operating budget and fund balance. Emilie Dunnigan, Manager Development Revenue & Financial Administration also provided financial review.

Carolyn Nelson, Manager of Property Valuations & Administration was consulted for property taxes.

Conclusion:

The Strathcona Building is an important commercial building from the times of the former Town of Walkerville. The two storey building located at the intersection of two historic mainstreets of Devonshire Road and Wyandotte Street East, remains as a landmark in Walkerville. Strathcona was constructed in 1907 for Hiram Walker & Sons, and was designed by Detroit Architect Albert Kahn during the Edwardian Period. The Strathcona Building features red brick facade with purple tones, an articulated parapet, ornate cornices, pronounced window projections, decorative stone surrounds, and storefronts. Administration recommends the designation of the Strathcona Building under Part IV of the *Ontario Heritage Act* to recognize and conserve its historical, architectural, and contextual features for years to come.

If the property is successfully designated, a grant amount of $37,295.33 from the Community Heritage Fund (Reserve Fund 157) should be approved, along with the 30% property tax reduction of up to 3 years at 1958-1998 Wyandotte Street E., subject to conditions.

Planning Act Matters: N/A

Approvals:

Name	Title
Kristina Tang	Heritage Planner

Name	Title
Josie Gualtieri	Financial Planning Administrator
Carolyn Nelson	Manager, Property Valuations & Administration
Kate Tracey	Senior Legal Counsel
Jason Campigotto	Deputy City Planner - Growth
Thom Hunt	City Planner / Executive Director Planning & Building
Lorie Gregg	On behalf of Chief Financial Officer/City Treasurer
Jelena Payne	Commissioner of Economic Development & Innovation
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email
Tony Rosati		
David Mady		

Appendices:

1 Appendix A- Proposed Statement of Cultural Heritage Value or Interest
2 Appendix B- Photographs of the Property
3 Appendix C- Images from the Owner
4 Appendix D- Additional Research Materials
5 Appendix E- Heritage Incentive Application Part 1
6 Appendix F- Heritage Incentive Application Part 2

Appendix 'A': Proposed Statement of Cultural Heritage Value or Interest

Strathcona Building
1958-1998 Wyandotte Street East

Description of Historic Place

The Strathcona Building is a two storey commercial building located at 1958-1998 Wyandotte Street East, on the prominent corner of Devonshire Road and Wyandotte Street East. It was constructed in 1907 for Hiram Walker & Sons, and was designed by Detroit architect Albert Kahn during the Edwardian Period. The Strathcona Building features red brick facades with purple undertones, an articulated parapet, ornate cornices, pronounced window projections, decorative stone surrounds, and storefronts.

Cultural Heritage Value or Interest

Design or Physical Value:

The Strathcona Building is a two storey commercial building designed during the Edwardian Period. The building features a balanced design, with an articulated stone parapet raised at corners. The pediment at Wyandotte Street includes a stone plate etched with the word "Strathcona", while the arched parapet portions features shield-shaped stone accents. A single row of rowlock brick beneath the stone capping reinforces the parapet design. The second floor ornate cornice stretches across the street-facing elevations. Four bay windows with brackets, interspaced with double and triple sets of sash windows with pronounced projections, provide texture and variety to the facade. The cornice pattern repeats above the storefront system, and together with soldier brick course on the sides, delineates between floors.

Two entrances with arched cut stone voussoirs, keystone, and surrounds were constructed and retained on the Wyandotte elevation. The original 1906 drawings shows the storefront system wrapping around the corner to Devonshire Road, truncating below the first bay window of the corner, some recessed ground floor entrances with ornate doors, and decorative brick pattern on the east facade. These features were either not constructed per drawing or later modified.

One of the greatest impacts from the redevelopment is the removal of paint from the brick facade, which revealed the stretcher red brick facade with purple undertones. The parapet were flashed over. Bay windows are reintroduced as aluminum glazing systems without the vertical muntins. As with main-street appropriate storefront systems, transoms were returned. The new black insulated aluminum panel storefront system is compatible to the original wood glass storefront (long-gone). The openings on the ground floor west elevations still feature stone sills. Awnings and new compatible signage have been proposed on the property. The rear north elevation had a variety of openings of irregular rhythm, and are replaced with some new glazing or painted black metal pan. Due to the porous nature of the brick on the rear elevation on the west side, the Owners commissioned a wall mural limited to that location.

Historical or Associative Value:
The subject property is located in the former Town of Walkerville, founded by Hiram Walker (1816-1899), the industrial entrepreneur from the United States. What is now Southwestern Ontario was inhabited by First Nations peoples, including the Ottawas. Following unsuccessful attempts to resist the French newcomers (who had settled earlier than the British), the Ottawa leader Pontiac granted lands to settlers in the vicinity of what became Walkerville. By the mid-1850s, Hiram Walker had bought several farm parcels. Walkerville was a planned community, almost entirely owned by the Walker family until the early 20th century.

As Hiram Walker's distillery business prospered, he developed the first five north-south streets of Walkerville starting from First Street (now Kildare Road) and east-west streets starting from Sandwich Street (now Riverside Drive). Development generally occurred systematically on north-south streets from Walker Road on the east to streets further west, and southward. Ferry services, rail lines, and street railways introduced by Walker spurred the growth of the distillery village further into a town with diversified businesses.

By 1890, Walkerville had obtained town status and was a self-sufficient model town. The Walker family separated the distillery and other industrial uses from commercial and residential uses, and engaged distinguished architects to design the early development in the community.

The subject property is located within Registered Plan 211, one of the earliest subdivision plans registered in 1879, creating lots from First (Kildare Road) to Fifth Streets (Walker Road) and from the Great Western Railway to Cataraqui Street. The subject building is located on Lot 10 of Block F, and like many of the vacant lots during the early 1900s, the property was originally owned by Hiram Walker and was transferred to the Walkerville Land & Building Co. (W. L. & B. Co.) with Edward Chandler Walker, Hiram Walker’s oldest son, as president. After Hiram Walker’s death in 1899, the remaining Walkers & associated companies led the second phase of development of the former Town of Walkerville. Devonshire Road was the main north-south street in Walkerville, while Wyandotte Street was the commercial "main street" lined with a mixture of residential dwellings, commercial block buildings, and prominent banks.

Early Tenants and Uses
The Strathcona Building was designed in 1906 and constructed in 1907 as "Stores for Walker Sons" (Strathcona Original Drawings). In a newspaper clipping from the Windsor Evening Record dated March 20, 1907, the building was referred to as the "new Walker block" and was anticipated to be "one of the handsomest business blocks in the town" when finished. The original architectural drawings show four commercial storefront units on the main floor and offices and a library on the second floor. The building finished construction c. April 1907. Upon completion, two established businesses moved in - F.J. Miller (druggist) and R.A. Holland (dry goods). Both businesses had moved from the Crown Inn on Devonshire Road. In July 1907, it was publicly announced in the Windsor Evening Record that the new building will be called "Strathcona Block".

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Willistead Manor which had then become the property of the Town. After the library vacated the second floor space of the Strathcona Building, it was commonly used as a community gathering and event space for various local organizations' chapters, such as the Sons of England, the Women of Mooseheart, and the Walkerville Football Club.

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Architect Albert Kahn
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Throughout his career, he was credited with over 1000 buildings. Some of his most celebrated works in the United States are the Fisher Building, the Conservatory on Belle Isle, the Edsel and Eleanor Ford House, and the Detroit Athletic Club.

Contextual Value:

The Strathcona Building is a long-standing landmark and is highly visible from its location on the corner of Devonshire Road and Wyandotte Street East. It is evocative of the early "main street" streetscape of the former Town of Walkerville, and supports the heritage main street character of Wyandotte Street East. The Strathcona Building was strategically located a short distance away from the historic Detroit-Walkerville Ferry Terminal docks and the Pere Marquette train station.

It also reflects the supremacy of Wyandotte Street East as the commercial area for the Town since the early twentieth century, where the Strathcona Building was located along with several other banks and heritage buildings. The subject property is a notable example of early commercial buildings constructed within the core areas of Walkerville, and reflects the early economic prosperity of the former Town of Walkerville and the growing commercial needs of residents.

Heritage Attributes:

Attributes that contribute to the design or physical value of the Strathcona Building:

- Built in 1907
- Two storey building of stretcher red brick with purple undertones
- Edwardian period commercial building, featuring:
  - Articulated stone parapet raised at corners, with single course rowlock brick beneath reinforcing parapet design
  - Pediment at Wyandotte Street includes stone plate with "Strathcona" etching
  - Arched parapet features shield-shaped stone accents; two on Wyandotte St. E. elevation and one on Devonshire Rd. elevation
  - Second floor ornate cornice which stretches across the street facing elevations above openings
  - Four bay windows with brackets, interspaced with double and triple sets of sash windows with pronounced projections
  - Originally wood sash windows with vertical muntins
  - Ornate cornice above the storefront system
  - Soldier brick course delineating between floors
  - Two of the entrances with arched cut stone voussoirs, keystone and surround
  - Storefront glazing with transom glass
  - Stone sills at west elevation ground floor openings and north elevation

Attributes that contribute to the historical or associative value of the Strathcona Building:

- Developed during a time of early economic prosperity and rapid growth for the former Town of Walkerville to accommodate the growing commercial and community needs of residents
- Owned by the Walkerville Land & Building Company, the real estate arm of the Walker Enterprise and main developer and landholder of the former Town of Walkerville
- Designed by internationally renowned and locally significant architect Albert Kahn

Attributes that contribute to the contextual value of the Strathcona Building:

- Landmark building located at the highly visible corner on the northwest of Devonshire Road and Wyandotte Street East, two historic "main streets"
- Supports the continuous commercial street frontage, physically, visually and historically linked to many heritage buildings along the Wyandotte Street East Main Street, forming a major part of the former Town of Walkerville streetscape

Appendix 'B': Photographs of the Property

Strathcona Block Building
1958-1998 Wyandotte Street East

Exterior facades before work commencement – March 2021
(Source: https://youriguide.com/1968_wyandotte_st_e_windsor_on/)



South (front) facade facing Wyandotte Street East



Intersection of Wyandotte Street East and Devonshire Road showing the south and east facades of the Strathcona Building



East (side) facade facing Devonshire Road



North (rear) facade



North (rear) and west (side) facades

Exterior facades after works – November 2022



South (front) facade facing Wyandotte Street East



Intersection of Wyandotte Street East and Devonshire Road showing the south and east facades of the Strathcona Building



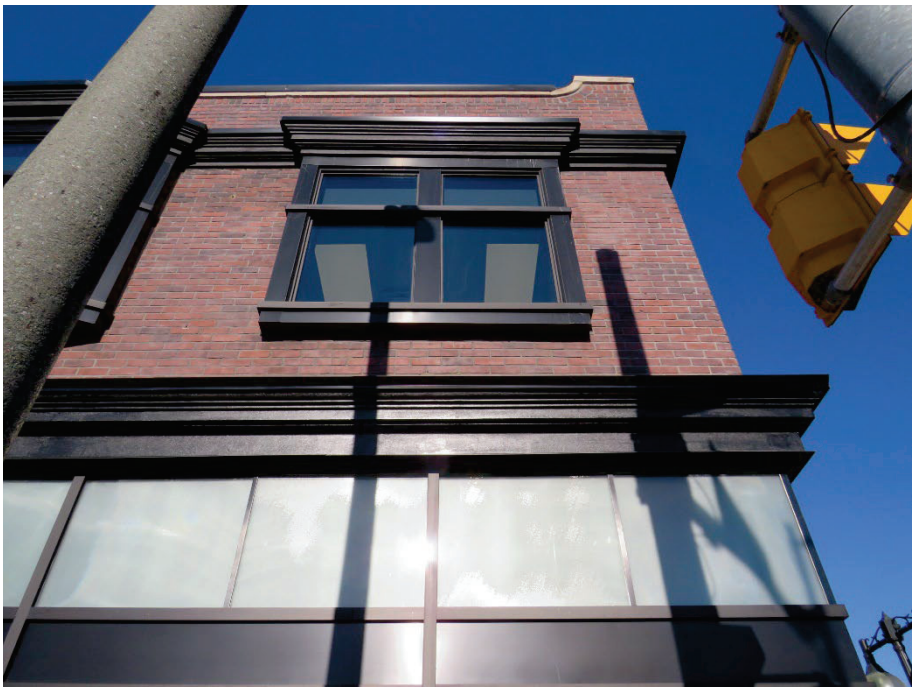
East (side) facade facing Devonshire Road



East (side) and north (rear) facades



Mural on the north (rear) facade



Details of the storefront transom glass, cornice, and projecting windows



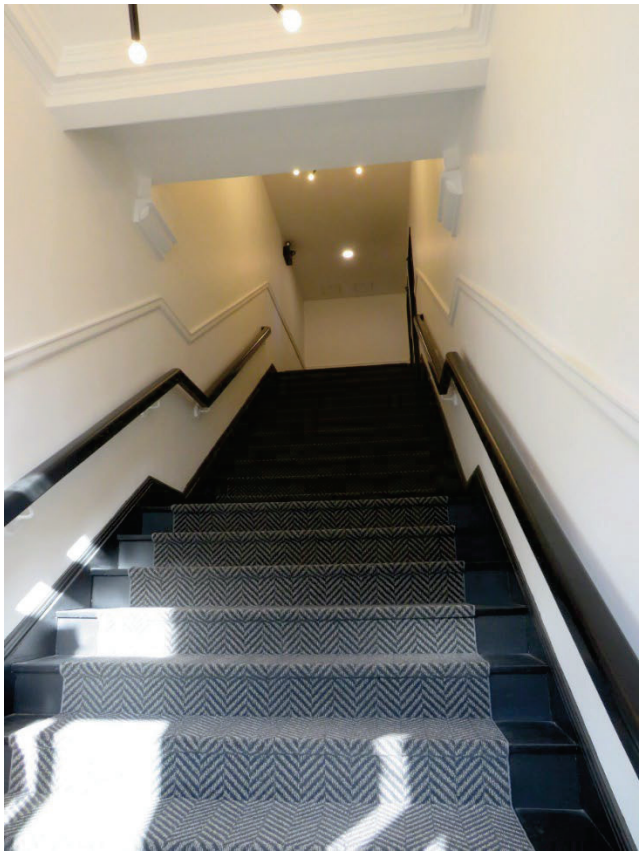
Details of the cornice and projecting bay windows



Details of the storefront glazing with transom glass, cut stone voussoir, keystone, and surround, cornice, and pediment with stone plate “Strathcona” etching


Details of the arched parapet with shield-shaped stone accent and brickwork

Interior details – November 2022



Details of the main interior staircase from the Wyandotte Street East entrance, repaired and refurbished with original wood railings and wainscoting



Details of the terrazo floor of the vestibule from the Wyandotte Street East entrance



Details of the projecting bay window from the interior second floor office space

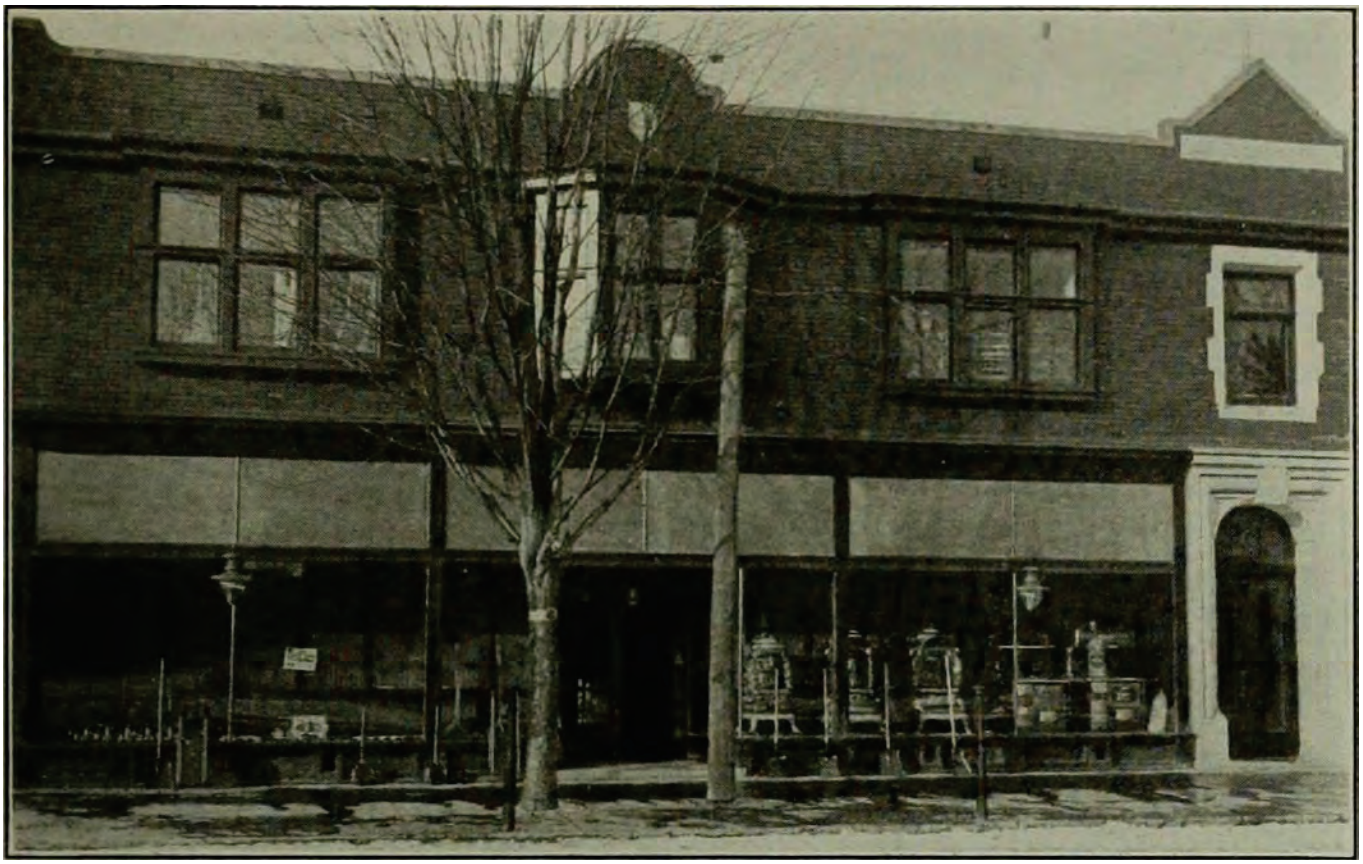


Details of the original exposed wood ceiling of the second floor office space

Appendix C- Images from the Owner

Strathcona Building
1968 Wyandotte Street East






TOLEDO SCALES


JACKIE
VARIETY


FOR LEASE
SECOND LEVEL
Layla Di Meo
519.566.2412
Devonshire Rd.
Jackie's Corner Store
•COFFEE
•DAIRY PRODUCTS
•KEY CUTTING
Parking at Rear
Jackie's Lunch Bar
Jackie's Corner Store


FOR
LEASE
519.566.2412
ROYAL LEPAGE
Walkerville WAC
ARTISTS' CO-OP
Gallery & Shop
STITCH HAPPENS
FABRIC STORE + SEWING STUDIO
Jackie's Corner Store


Devonshire Rd.
THE TWISTED APRON
BEGINS


HIRAM WALKER & SONS LTD.
ESTD 1858 WALKERVILLE
THE TWISTED APRON


30M
LIMIT
TROSATI
DEVELOP • DESIGN • CONSTRUCT


ROSATI
DEVELOP • DESIGN • CONSTRUCT
50

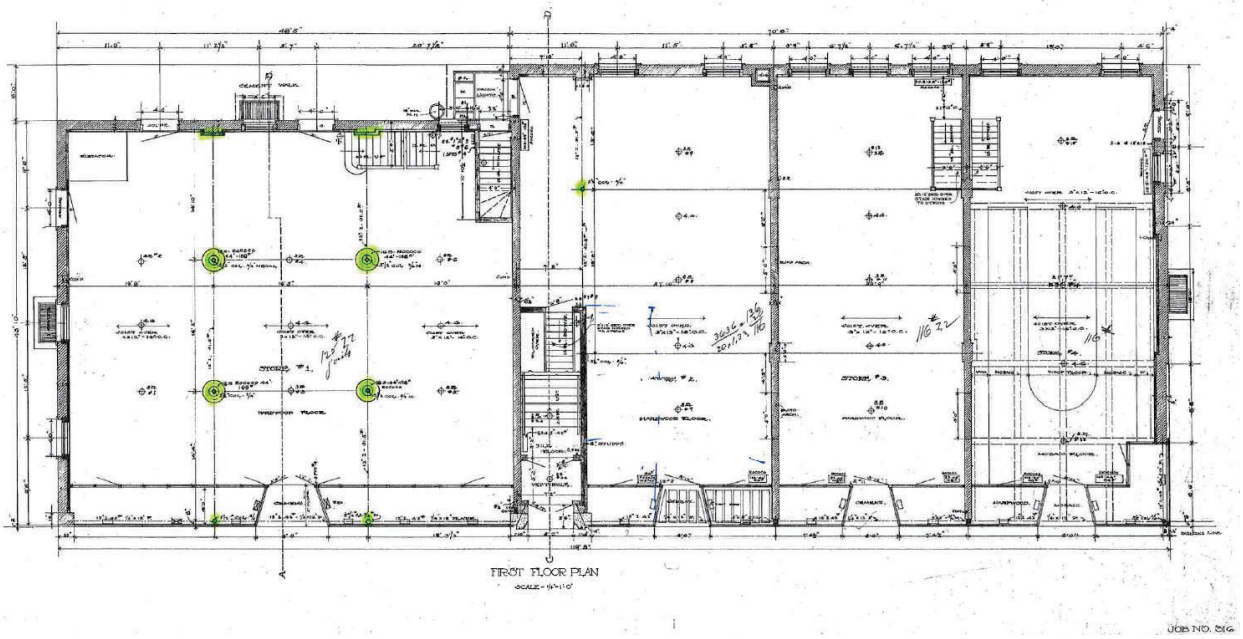

WALKERVILLE
HONEST WORTH
DANG!

Appendix ‘D’: Additional Research Materials

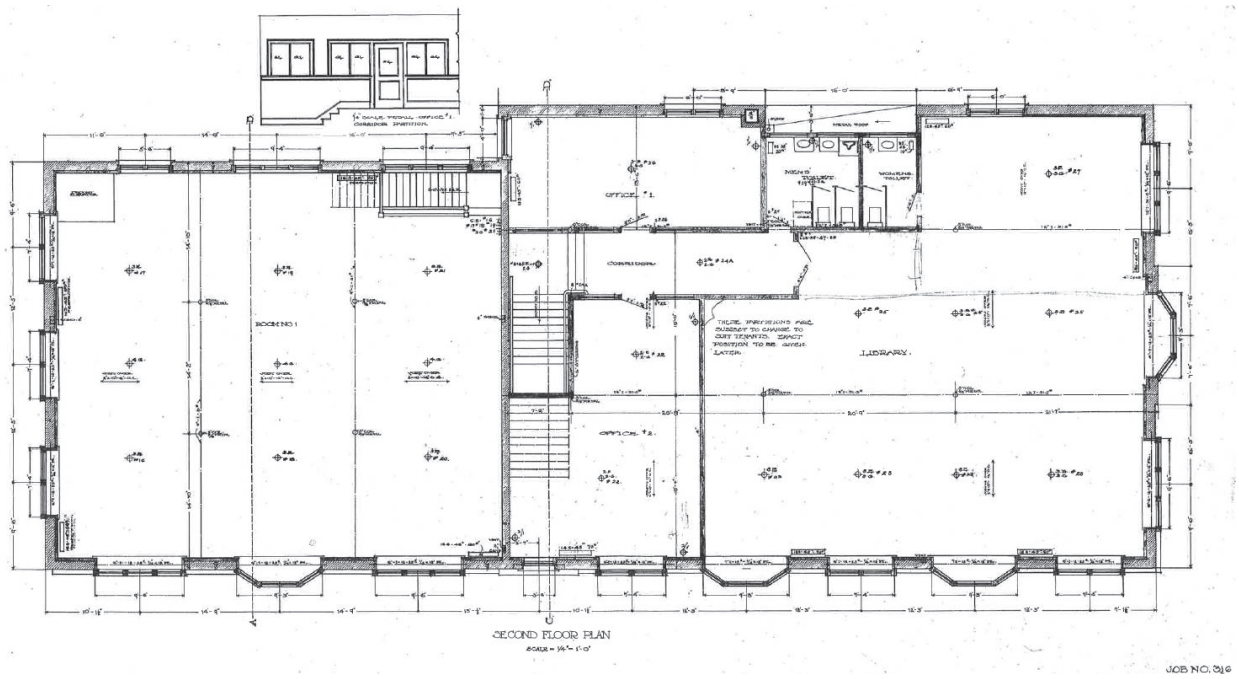
Strathcona Block Building
1958-1998 Wyandotte Street East



Original blueprint drawing of the front elevation of the subject building, designed by Albert Kahn



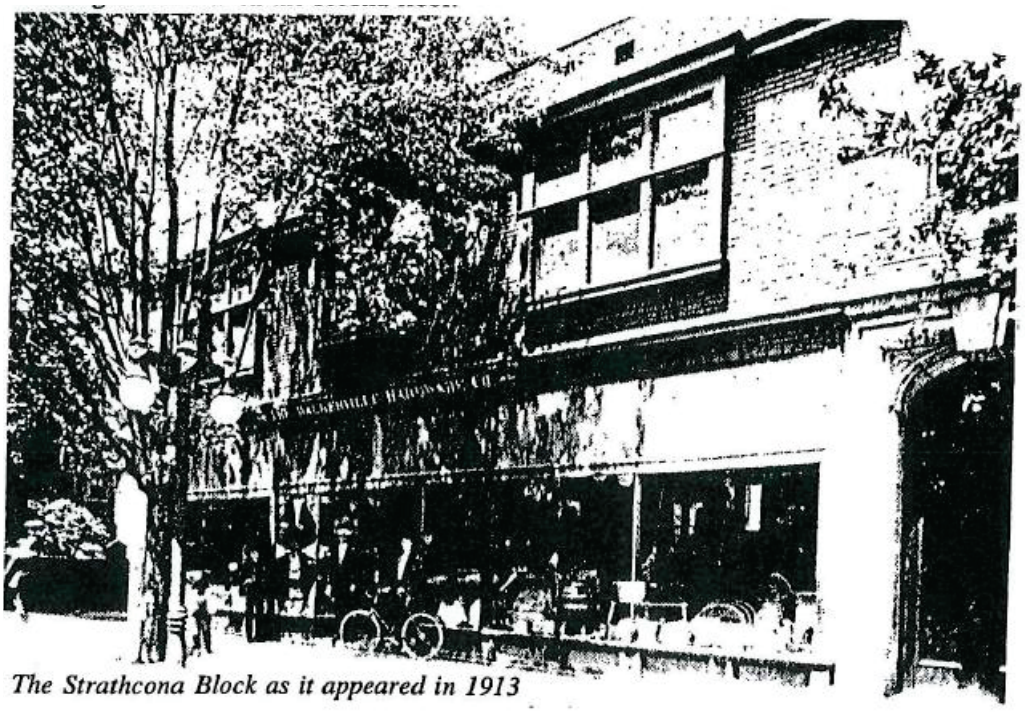
Original blueprint drawing of the first (ground) floor plan of the subject building, designed by Albert Kahn



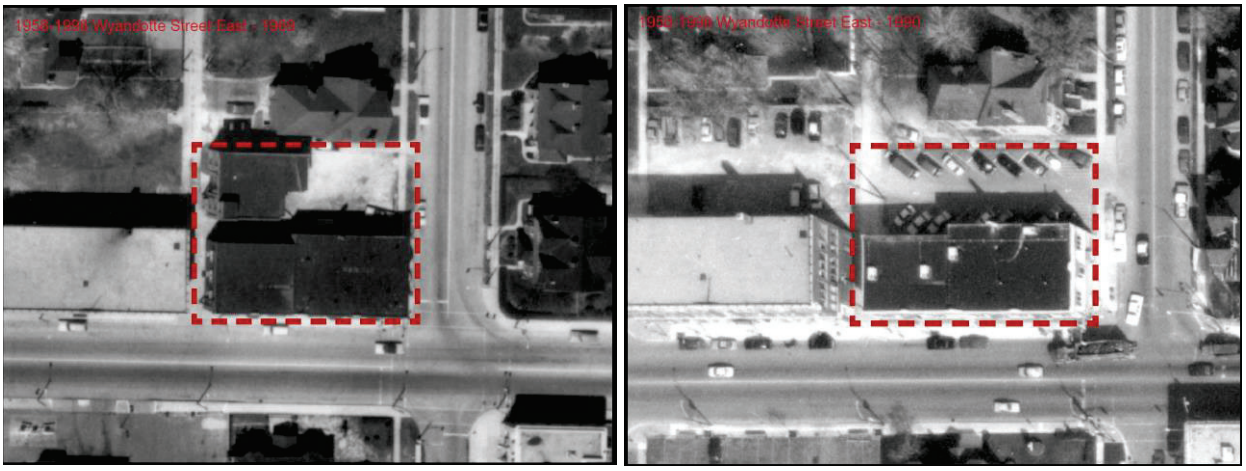
Original blueprint drawing of the second floor plan of the subject building, designed by Albert Kahn



1913 photograph of Wyandotte Street East looking west, with the Strathcona Block building on the right of the photograph



1913 photograph of the Strathcona Block, showing the Walkerville Hardware Co. (Walkerville Heritage District Newsletter, Vol. 1, No. 4)



Aerial photographs of the Strathcona Block Building and neighbouring properties dated 1969 (left) and 1990 (right)

The Strathcona Block
1958-1998 Wyandotte Street East
Windsor, Ontario

Information provided by the Owners

Historical and Associative Value

Under the OHA, a property has historical value if it has direct associations with a theme, event, belief, organization or institution significant in the community, yields or potentially yields information contributing to understanding the community, or demonstrates the work or ideas of an architect, artist, designer, or theorist.

The Strathcona block, which is located at 1958-1998 Wyandotte Street East, is associated with a number of community organizations in the 1900s, maintains ties to the Garden City Plan of the Walkerville family and is associated with the architect Albert Kahn.

As such, the building retains ample historic value for heritage designation.

Upon its completion in 1907, the second floor of the building housed the Walkerville Public Library which was organized in 1904. In 1918, a diphtheria epidemic necessitated the burning of all books in the library. Once replenished, the library moved to Willistead, a sister building to Strathcona as it was also built by Albert Kahn.

Not only did Strathcona house public venues, but businesses as well. F. J. White, a dry goods merchant and jeweler present in Walkerville as of 1899, moved to the Strathcona block upon its completion (2).

T. W. Nairn and Co. grocers moved in, as well as Walkerville Hardware Co., and C. A. Lanspeary druggist, both of which are mentioned in the Windsor Evening Record. Readers were told to ensure the number to Lanspeary was in their phone directory, suggesting it was important in the community (3). Both Lanspeary and Walkerville Hardware also took out ads in the Windsor Evening Record to advertise tobacco and brassware, respectively (4).

Furthermore, the Strathcona block housed the architectural firm of Stahl and Kinsey, responsible for the Merchants Bank of Canada built in 1912-1913; one ad placed by the company suggests potential tenders for the new bank contact them at their offices in Strathcona (5).

The Strathcona block would have been a well-known building in Walkerville, such that C. M. Bennett, a painter and decorators, cites the building as one of its' contracts (6).

Beyond businesses and public venues, the Strathcona block played a central role in the functioning of various community organizations. Groups such as the Sons of England, the Women of Mooseheart, the Walkerville Football Club, Woodmen of the World, and the Daughters and Maids of England met at Strathcona blocks for card parties and regular meeting, held in the upper floors (7).

To begin, the Sons of England Benefit Society was a Canadian, Protestant benevolent society, designed to bring English and Welsh descendants together for mutual wellbeing and support. (8). Formed in 1874 in Toronto and lasting until 1971, by 1890 one-hundred and three lodges existed; their purpose was to unite healthy men between 18 and 60 for mutual benefits, including financial and moral assistance for those in need, fostering loyalty towards England, and education them on the "true" principles of manhood. (9).

The Daughters and Maids of England Benevolent Society was established in Hamilton in 1892, designed to educate English and Welsh women in charitable practices, and the principles of womanhood. Both of these societies aided in maintaining aesthetic cultural forms, as their gatherings encouraged an atmosphere similar to that of an English music hall, performed nationalistic songs, provided English-style ale, and brought together various regional dialects (10). Similarly, the Mooseheart Women or the Mooseheart Legion is the female subset of the Order of the Moose, an international fraternal organization based in the U.S. which welcomed white men, of all religions, in good standing in the community and with the law, and able to read and write in English (11).

The Woodmen of the World is another American beneficial society with roots in Canada (12). Little was found concerning the Walkerville Football Club, but it is likely that it was a community organization that brought people from the area together.

Finally, the “Garden City Plan” of Britain was well established when the main architects of Walkerville, Mason & Rice and Albert Kahn were active. The Walker’s, likely James Harrington Walker specifically, desired to emulate the Plan which separated housing from industry through design. This movement towards streetscape design meant that the East side of Walker was dedicated to industry, while the West focused on habitation.

With the sale of the Lake Erie and Detroit River Railway, Edward Walker and wife Mary Griffen set out to develop the land between Wyandotte and Richmond using interrupted street patterns to provide a quiet, park-like setting (13).

Albert Kahn had a considerable impact on Walkerville, leaving a “mark that would lead to a shining career as one of the greatest architects of the 20th century” (14). Under the direction of Edward Walker, Kahn erected some of the finest buildings in Walkerville, including the Strathcona block, speculated to be one of the handsomest business blocks in town (15).

The block retained historical importance through its use by various fraternal organizations, the importance and utility of the stores which moved in, including a grocer, a druggist, and a hardware store, and its association to notable figures including Albert Kahn and the Walker family.

History of the Land

Walkerville today is known as the beautiful historic town in Windsor located on the river's edge. Before Hiram Walker founded the town, the land was inhabited by the indigenous people of the Ottawa tribe. Around 1763, Pontiac, the Chief of the Ottawa tribe, gave the French and English land of the Ottawa Village after failing to remove them from Fort Detroit. This land grant is thought to be what would be the future town of Walkerville (16).

Land transfers from Pontiac first went to Lieutenant Edward Abbott of the Royal Artillery Regiment and to Alexis Maisonville. Abbott then transferred his land to Antoine Louis Labadie in 1769, who then left it to his wife and nine children. One of the children, Phyllis, married John Hall and it would be their son Eugene who received the share from his mother who would sell it to Hiram Walker on December 22, 1856.

Hiram Walker was an American entrepreneur born in 1899, in East Douglass Massachusetts, and moving to Detroit in 1838. He established his distillery in 1858 on the land he bought from Eugene Hall (17). During this year as well, Walker began building homes for his workers under the Walkerville Land and Building Co. in 1869, Walkerville was officially sanctioned by Ottawa and was recognized as a post office Village.

By 1882 The population of Walkerville reached 600. All inhabitants of Walkerville never owned their own property, they rented out Walker-owned cottages in the village, this way the Walkers could control their inhabitants (18).

In 1882 Walkerville consisted of approximately 600 people and who were all employed by Walker Family Enterprises, including the distillery, Kerr Brothers Engine and Foundry Company, and the Dominion Syrup and Sugar Refining Company (19).

It was not until 1890 that Walkerville petitioned Ontario to incorporate Walkerville as a town due to the Walker family's contributions to development, the growing population, and the need for more territory to expand. It was in this time period, from 1890 to 1910 that Walkerville expanded as an industrial center (20).

The business buildings were uncommonly fine, architecturally and materially. As the now incorporated town expanded, many more businesses sprung up and moved to the town, transforming Walkerville from an unincorporated post-office to a quaint town (21).

The Strathcona building was originally built for the Walkerville Land and Building Co. in 1907, and was originally referred to as "the new Walker Block". On March 20th, 1907, there was correspondence about the new Walker Block having been rushed rapidly to be completed. It is described as being one of the most handsomest business blocks in the town.

Later that year, two businesses were to open in the building…F. J. Miller, the druggist, and R.A. Holland, a dry-goods merchant. Both of these businesses from the Crown Inn on Devonshire Road.

On July 25th, 1907 the block of Wyandotte and Devonshire was officially named as the Strathcona Block (22). The Strathcona building was built for the Walkerville Land and Building Co. in 1907. This company is responsible for much of the development in Walkerville which is one of the reasons why the Strathcona building should be preserved.

Walkerville Land and Building Co. was a company owned by Hiram Walker and his sons to which he would use to develop the town. This would be the same company that Hiram Walker used to build homes for his workers around Walkerville such as the Original Hiram Walker and Sons Cottages located at 646, 656, and 662 Argyle Road, and the Walkerville Post Office at 420 Devonshire Road.

Contextual Value

The value of the Strathcona Building should not be overlooked within the context of the development of Walkerville's economic core. The intersection of Devonshire and Wyandotte was the hub of the old town of Walkerville, maintaining key features of the town within a small radius.

In the surrounding area lies the Imperial Building, the Bank, the Walkerville Post Office, Walkerville Town Hall, and the Crown Inn – all making Devonshire Road a true main street within Walkerville (26).

The key features on the corner of Devonshire and Wyandotte that are attributed to the economic development of the area, were built after the Strathcona Building, thus the argument can be made that the Strathcona is one of the first structures erected to promote the economic prosperity, and diversification of the Town of Walkerville.

The Strathcona's early purposes were to house a pharmacy, a dry-goods market, a hardware store, and the Walkerville Public Library on the second floor (27). The building was located three blocks away from the Detroit-Walkerville Ferry Terminal, along the main route into Walkerville (28). Two of the original inhabitants, F.J. Miller and R.A. Holland, had their businesses originally located within the Crown Inn (located at Devonshire and Assumption) (29). No indication is given as to why the patrons of the companies moved, however, it safe to assume that this is due to a greater opportunity for expansion.

The construction of the Strathcona and Walkerville's growing economic prosperity, lead to the construction of other iconic buildings at the Strathcona block, or adjacent to it. Within the Devonshire Road Bank's building description, built in 1922, the bank's construction speaks to the "prosperity of Walkerville in the 1920's…serving the town's financial needs (30).

As well, the Imperial Building's description, states that the commercial nature of the property, in relation to the surrounding area and the streetscape, gives the Imperial Building its contextual value.

The Strathcona building can be given the same contextual value, given that the buildings hold the same purpose in relation to Walkerville, as a place for the economy to further grow. They reside within the same block, yet the Strathcona building is 15 years older than the Imperial Building.

The creation of the Strathcona block in Walkerville instigated the expansion of an economic hub, giving the building important historical context.



Wyandotte Street East, looking west, June, 1950



Wyandotte Street East, looking north, October, 2021



Wyandotte Street East, looking west, July, 2023

[1] Carol A. Sloan, “Records of the Amalgamated and Branch Libraries,” *Windsor Public Library*, p. 19.

[2] “1899 Essex County Business Directory,” *Ancestry.com*.

[3] “Paste this in your Telephone Directory,” *The Windsor Evening Record*, 12 June 1914, 3.

[4] Walkerville Hardware Co., Ltd. advertisement, *The Windsor Evening Record*, 21 December, 1917, 19.; Lanspeary’s Ltd. advertisement, *The Windsor Evening Record*, 21 December 1917, 19.

[5] “Tenders Wanted,” *The Windsor Evening Record*, 10 October 1912, 4; “Bank of Montreal, 1799 Wyandotte Street East, Exterior 2, June 1929,” *SWODA*, accessed 1 November 2017, http://swoda.uwindsor.ca/node/1980

[6] C. M. Bennett advertisement, *The Border Cities Star*, 31 December 1923, 18.

[7] “S.O.E Lodge meets tonight,” *The Border Cities Star*, 1 August 1928, 27; “Football Club to Give Card Party,” *The Border Cities Star*, 12 October 1928, 36; “Mooseheart Women to Meet Monday,” *The Border Cities Star*, 30 November 1929, 8; “Woodmen of the World Plan Party Friday,” *The Border Cities Star*, 4 December 1929, 28; “Lodge English Rose Card Party Tonight,” *The Border Cities Star*,15 November 1926, 8.

[8] “Fonds F 1155 – Sons of England Benefit Society fonds,” *Archives of Ontario*, accessed 1 November 2017, https://www.archeion.ca/sons-of-england-benevolent-society-fonds; “Constitution of the Sons of England Benevolent Society [microfilm]: under the jurisdiction of the Supreme Grand Lodge of Canda,” *Internet Archive*, accessed 1 November 2017, https://archive.org/details/cihm_25919.

[9]Fonds F 1155 – Sons of England Benefit Society fonds,” *Archives of Ontario*, accessed 1 November 2017, https://www.archeion.ca/sons-of-england-benevolent-society-fonds; Paula Hastings, ““Our Glorious Anglo-Saxon Race Shall Ever Fill Earth’s Highest Place”: The Anglo-Saxon and the Construction of Identity in
Late-Nineteenth-Century Canada,” in *Canada and the British World: Culture, Migration, and Identity*, eds. Phillip Buckner and R.

[10] Paula Hastings, ““Our Glorious Anglo-Saxon Race Shall Ever Fill Earth’s Highest Place”: The Anglo-Saxon and the Construction of Identity in Late-Nineteenth-Century Canada,” in *Canada and the British World: Culture, Migration, and Identity*, eds. Phillip Buckner and R. Douglas Francis (Vancouver: UBC Press, 2006), 104.

[11] Arthur Preuss, *A Dictionary of Secret and Other Societies* (St. Louis: B. Herder Book Co, 1924), 257-8.

[12] Preuss, *A Dictionary of Secret and Other Societies*, 435-490.

[13] “Walkerville Walking Tour,” *the City of Windsor*, accessed 7 November 2017,

[14] “The Architects: Mason-Rice & the legend of Albert Kahn,” *the Walkerville Times*, 1 July 1999, 4.

[15] “The Architects: Mason-Rice & the legend of Albert Kahn,” *the Walkerville Times*, 1 July 1999, 4; “.

[16] “History of Walkerville: 1700-1882,” *Walkerville Publishing*, accessed 4 November 2017

[18] Business in Walkerville: From An 1898 Report,” *Walkerville Publishing*, accessed 4 November 2017, http://www.walkervilletimes.com/1898.htm#

[19] “History of Walkerville: 1700-1882,” *Walkerville Publishing*, accessed 4 November 2017, http://www.walkervilletimes.com/history1.htm#

[20] “The Boom Years,” *Walkerville Publishing*, accessed 4 November 2017, http://www.walkervilletimes.com/boomyears.htm#

[21] “Business in Walkerville: From An 1898 Report,” *Walkerville Publishing*, accessed 4 November 2017, http://www.walkervilletimes.com/1898.htm#

[22] *Walking Walkerville Tour*, PDF, Windsor: City of Windsor.

[23] CITY OF WINDSOR INTENTION TO DESIGNATE THE PROPERTY KNOWN MUNICIPALLY AS 753 WALKER ROAD, WINDSOR, ONTARIO, PDF, Windsor: City of Windsor. Laser Eye

[24] Karen Paton-Evans, "Laser Eye Revolution," *The Windsor Star* (Windsor), December 29, 2000. [25] Chris Edwards, Icon Laser Eye Centres Inc., , accessed November 21, 2017, http://www.walkervilletimes.com/icon-laser.htm.

[26] “Walkerville” *Canada’s Historic Places*, accessed 19 November 2017, http://www.historicplaces.ca/en/results-resultats.aspx?m=2&Location=Windsor&JurisdictionId=9

[27] “About The Historic Strathcona” *The Walkerville Times*, accessed 19 November 2017, http://www.walkervilletimes.com/strathcona.htm

[28] Windsor Heritage Properties, *Strathcona Building,* Building Analysis Form, 16 April 1996, https://drive.google.com/drive/folders/0B9ZaG13Vk-HDeFRQTDJNa0haUVU

[29] “About the Historic Strathcona” *The Walkerville Times*

[30] “Devonshire Road Bank” *Canada’s Historic Places*, accessed 19 November 2017

THE CITY OF WINDSOR
ONTARIO, CANADA

HERITAGE PROPERTY TAX REDUCTION APPLICATION

Revised 07/2023

CORPORATION OF THE CITY OF WINDSOR

Planning Dept., Suite 320-350 City Hall Sq W, Windsor ON N9A 6S1
519-255-6543 | 519-255-6544 (fax) | planningdept@citywindsor.ca

PROJECT PROPOSAL APPLICATION (STEP ONE)

1. APPLICANT – PROPERTY OWNER(S)

Contact Name(s) 2798315 Ontario Inc. / Rosati Group
Mailing Address 6555 Malden Road
City, Province Lasalle, Ontario Postal Code N9H 1T5
Email david.mady@rosatigroup.com Phone(s) (226) 350-1110

Contact Name(s) David Mady
Mailing Address 6555 Malden Road
City, Province Lasalle, Ontario Postal Code N9H 1T5
Email david.mady@rosatigroup.com Phone(s) (226) 350-1110

2. SUBJECT PROPERTY

Heritage Name of Property: Strathcona Building
Municipal Address: 1968 Wyandotte Street East
Legal Description (Lot and Plan): PLAN 211 BLK F LOTS 8 AND 10 PT ALLEY RP 12R29098 PARTS 1 TO 3
Assessment Roll Number(s): 373902001003700
Existing Use: Retail / office
Heritage Designation:

☐ Part IV (Individual) ☐ Part V (Heritage Conservation District)

By-law #: _____ District: _____

Date of Approval: _____

3. WORK(S) PROPOSED

Please select one or more of the following categories of work below:

- ☐ Chimneys
- ☑ Exterior stairs
- ☑ Exterior walls and facades
- ☑ Exterior windows and doors
- ☐ Foundations
- ☐ Porches/verandas
- ☑ Recreation of lost historic features (based on ample documented evidence)
- ☑ Roofs
- ☐ Other features included in the designation by-law
- ☐ Studies*

*Engineering, architectural or planning studies focused on conservation are only eligible if they are required to complete eligible work and the related eligible work is completed.

4. HERITAGE INCENTIVE REQUEST RATIONALE

Describe fully here (or on attached sheets) the proposed conservation, restoration, or rehabilitation work to be undertaken:

Refer to attached Detailed Scope of Work.

5. CHECKLIST OF MATERIALS SUBMITTED

Check all that apply (to be determined by Heritage Planning staff):

- ☐ A copy of the conservation agreement or easement
- ☐ At least <u>two</u> written estimates from qualified contractors and/or qualified design consultants for the proposed work(s). The estimates should contain sufficient detail to permit a review of individual components of the proposed work. Attach estimates to this form when filing.
- ☑ Photographs (showing the current condition and context of existing buildings, structures, and heritage attributes that are affected by the application)
- ☑ Site plan/ Sketch (showing buildings on the property and location of proposed work(s))
- ☑ Architectural drawings of proposed work(s) involving development, interior or exterior structural alterations affecting the structure or gross floor area of the property (e.g. existing and proposed elevations, floor plans, roof plans, etc., as determined by Heritage Planning staff)
- ☑ Specifications of proposed work(s) (e.g. construction/materials specification details)
- ☑ Early photographs, drawings, or documentary evidence if recreating a lost historic feature

6. SIGNATURES

I certify that to the best of my knowledge the information provided in this application is accurate and complete, and I agree to the terms and conditions of the City-Wide Heritage Property Tax Relief Program as established by the City of Windsor under By-law 164-2015. I agree that the proposed work shall be done in accordance with this application, including attachments.

Signature of Applicant(s)	03/03/24 Date
Signature of Applicant(s)	Date

Date Received by Heritage Planner: _____

THE CITY OF WINDSOR
ONTARIO, CANADA

HERITAGE PROPERTY TAX REDUCTION APPLICATION

Revised 07/2023

SCHEDULE A

A. Authorization of Registered Owner for Agent to Make the Application

If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the applicant is authorized to make the application must be included with this application form or the authorization below must be completed.

I, _____, am the registered owner of the land that is
name of registered owner

subject of this application for a Heritage Property Tax Reduction and I authorize

_____ to make this application on my behalf.
name of agent

_____ _____
Signature of Registered Owner Date

If Corporation – I have authority to bind the corporation.

B. Consent to Enter Upon the Subject Lands and Premises

I, Tony Rosati, hereby authorize the members of the Windsor Heritage Committee and City Council and staff of the Corporation of the City of Windsor to enter upon the subject lands and premises described in Section 3 of the application form for the purpose of evaluating the merits of this application and subsequently to conduct any inspections on the subject lands that may be required as condition of approval. This is their authority for doing so.

_____ 03/22/24
Signature of Registered Owner Date

If Corporation – I have authority to bind the corporation.

C. Acknowledgement of Applicant

I understand that receipt of this application by the City of Windsor Planning Department does not guarantee it to be a complete application. Further review of the application will occur and I may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted.

I further understand that pursuant to the provisions of the Ontario Heritage Act and the Municipal Freedom of Information and Protection of Privacy Act, this application and all material and information provided with this application are made available to the public.

_____ 03/22/24
Signature of Applicant Date

HERITAGE PROPERTY TAX REDUCTION APPLICATION

Revised 07/2023

CORPORATION OF THE CITY OF WINDSOR

Planning Dept., Suite 320-350 City Hall Sq W, Windsor ON N9A 6S1
519-255-6543 | 519-255-6544 (fax) | planningdept@citywindsor.ca

TAX REDUCTION APPLICATION (STEP TWO)

Note: Applications should be submitted no later than the last day of February in the year following the Step One application

1. APPLICANT – PROPERTY OWNER(S)

Contact Name(s) 2798315 Ontario Inc. / Rosati Group

Mailing Address 6555 Malden Road

City, Province Lasalle, Ontario Postal Code N9H 1T5

Email david.mady@rosatigroup.com Phone(s) (226) 350-1110

Contact Name(s) David Mady

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Assessment Roll Number(s): 373902001003700

Existing Use: Retail / office

Heritage Designation:

☐ Part IV (Individual) ☐ Part V (Heritage Conservation District)

By-law #: _____ District: _____

Date of Approval: _____

Is the property subject of any property standards violations, work orders or outstanding municipal requirements?

☑ No

☐ Yes Details: N/A

Is the property in good and habitable condition?

☑ Yes
☐ No Details: Interior and exterior renovation recently completed

Does the property an assessment appeal registered on it?

☐ Yes ☑ No

3. CHECKLIST OF MATERIALS SUBMITTED

Required:

☑ Photographs of the completed eligible work(s)
☑ Proof of full insurance
☑ Invoices from contractors marked as paid, with a breakdown of the costs by each skilled trade and/or type of work

4. SIGNATURES

I certify that to the best of my knowledge the information provided in this application is accurate and complete, and I agree to the terms and conditions of the City-Wide Heritage Property Tax Relief Program as established by the City of Windsor under By-law 164-2015. I certify that the works have been done in accordance with this application, including attachments.

Signature of Applicant(s) — Date: 032724

Signature of Applicant(s) — Date

Date Received by Heritage Planner:	
Date Received by Finance:	

THE CITY OF WINDSOR
ONTARIO, CANADA

HERITAGE PROPERTY TAX REDUCTION APPLICATION

Revised 07/2023

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_____ 03/22/24
Signature of Registered Owner Date

If Corporation – I have authority to bind the corporation.

C. Acknowledgement of Applicant

I understand that receipt of this application by the City of Windsor Planning Department does not guarantee it to be a complete application. Further review of the application will occur and I may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted.

I further understand that pursuant to the provisions of the Ontario Heritage Act and the Municipal Freedom of Information and Protection of Privacy Act, this application and all material and information provided with this application are made available to the public.

_____ 03/22/24
Signature of Applicant Date

CITY OF WINDSOR
COMMUNITY HERITAGE FUND

APPLICATION FOR LOAN AND/OR GRANT
(To be completed in full)

APPLICANT/AGENT/OWNER INFORMATION

1. APPLICANT(S): Tony Rosati on behalf of 2798315 Ontario Inc.

   Address, City: 6511 Malden Road, Lasalle, Ontario Postal Code: N9H 1T5

   Email: tony.rosati@rosatigroup.com Telephone: (519) 796-6537

2. AGENT/ARCHITECT/ENGINEER/SOLICITOR: Agent - David Mady

   Address, City: 6511 Malden Road, Lasalle, Ontario Postal Code: N9H 1T5

   Email: david.mady@rosatigroup.com Telephone: (226) 350-1110

3. REGISTERED OWNER(S): 2798315 Ontario Inc.

   Address, City: 6511 Malden Road, Lasalle, Ontario Postal Code: N9H 1T5

   Email: tony.rosati@rosatigroup.com Telephone: (519) 796-6537

PROPERTY FOR WHICH HERITAGE FUND ASSISTANCE IS REQUESTED

4. HERITAGE NAME OF PROPERTY Strathcona Building

5. MUNICIPAL ADDRESS 1968 Wyandotte Street East

6. LEGAL DESCRIPTION (Lot and Plan) LT 8 BLK F PL 211 Sandwich East; LT 10 BLK F PL 211 SANDWICH EAST / WINDSOR

7. ASSESSMENT ROLL NUMBER(S) 373902001003700

8. EXISTING USE Office and soon to be restaurant uses

9. THIS PROPERTY IS DESIGNATED UNDER THE ONTARIO HERITAGE ACT

   YES ☐ By-law No. N/A Date N/A

REQUESTED HERITAGE FUND ASSISTANCE

10. AMOUNT AND TYPE OF FINANCIAL ASSISTANCE REQUESTED:

    Loan $ N/A

    Grant $ TBD TOTAL $ TBD

    NOTE: Details for loan/grant are set out in the attached pamphlet "Windsor's Community Heritage Fund".

11. If a loan is requested, please indicate your term of repayment: N/A years.

12. Are there any outstanding mortgages or liens against this property?

    NO ☒
    YES ☐ Amount: N/A Institution: N/A

13. If your application for a loan, grant or loan/grant combination is in an amount not to exceed $15,000, you may be required to obtain a property appraisal from a real estate agent or certified appraiser. If your application is in an amount in excess of $15,000, you may be required to obtain an appraisal from a certified appraiser.

14. Have you previously received assistance from the City for the property named above?

    NO ☒

YES ☐ Amount: N/A Date: N/A

Source of funds: N/A

REASONS FOR REQUESTING HERITAGE FUND ASSISTANCE

A. ***Rehabilitation of Owner's designated property:***

15. Describe fully here (or on attached sheets) the proposed work to be undertaken:

Please refer to attached

16. The applicant is responsible for providing at least two written estimates from qualified contractors and/or qualified design consultants for the proposed restoration work. The estimates should contain sufficient detail to permit a review of individual components of the proposed work. Attach estimates to this form when filing. (Some specifications are available from the Heritage Planner – see contact information at the bottom of this page.)

17. Describe any new uses of the property, if different from the existing use.

Entire second floor is occupied by office users, restaurant uses on street level to follow

18. The application shall include recent, dated photographs of the property, to clearly illustrate the areas of the property that are the subject of the proposed work. Any available architectural drawings should be included as well.

19. Early photographs or drawings showing the property's original appearance should be submitted, if available, to assist in the review of the application.

B. ***Purchase of designated property:***

20. Indicate the full price of the property you wish to purchase: $ N/A and include a copy of the "offer to purchase."

21. Indicate your other sources of funding, the amount you will receive, and any subsequent liens/mortgages.

C. ***Architectural/engineering study of Owner's designated property:***

22. Indicate the full price of the architectural/engineering study by a restoration specialist: $ N/A and include a copy of the estimate or invoice from the study.

SIGNATURES

APPLICANT OR AGENT _____ Date _____

REGISTERED OWNER(S) [signature] Date 03/21/24

CHECKED/RECEIVED BY
HERITAGE PLANNER _____ Date _____

This application should be completed and filed with the:
Planning Department
Suite 320 - 350 City Hall Square West
Windsor ON, N9A 6S1

For assistance and/or information on filing, please contact the Planning Department:
Telephone 519-255-6543 x 6179 Fax 519-255-6544

NOTICE WITH RESPECT TO COLLECTION OF PERSONAL INFORMATION:

I/We also acknowledge that the information requested on this form is required in order to process the application to the Development & Heritage Standing Committee. Please be advised that the information in this application form may be released to the public in an electronic form, i.e. web site and/or paper format, i.e. agenda or minutes.

Dated: 03/21/24 Signed: [signature]
Signature of Applicant











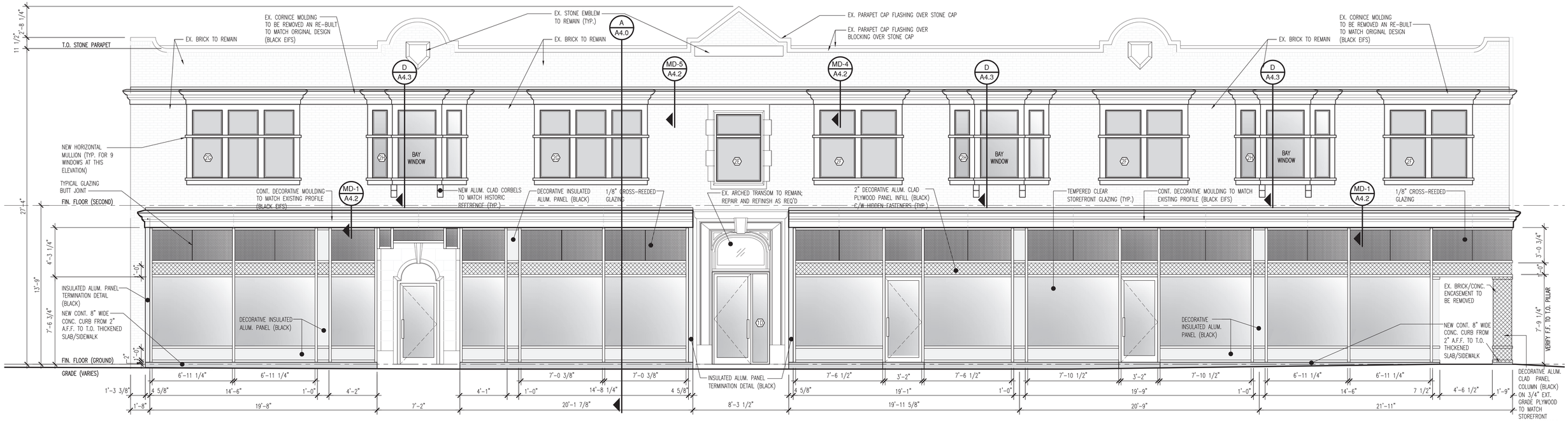






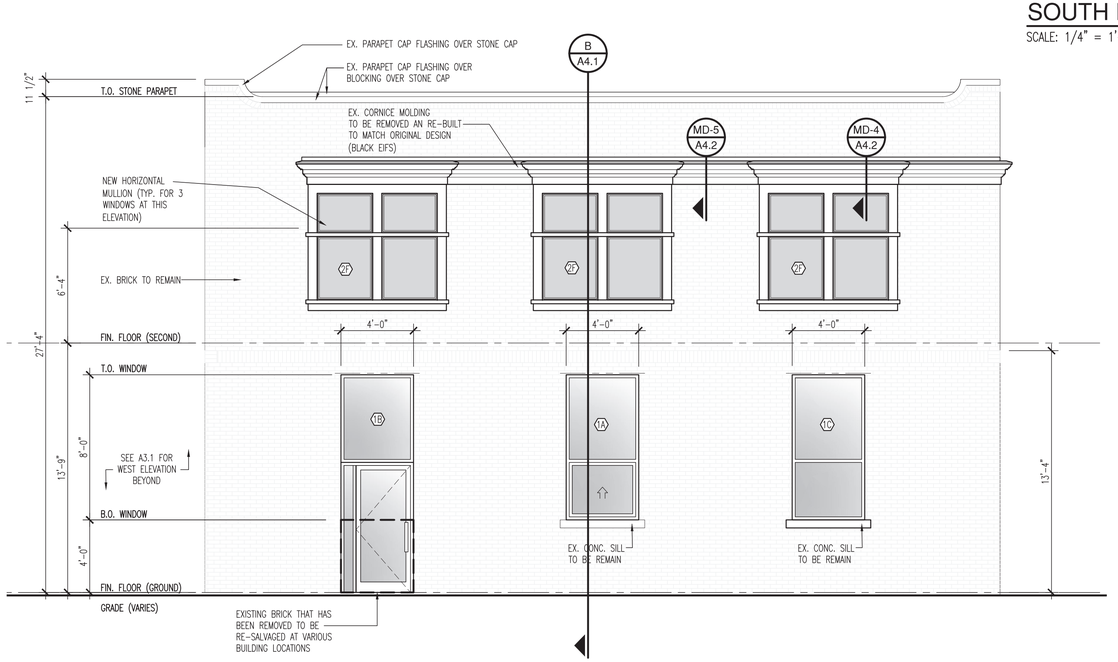






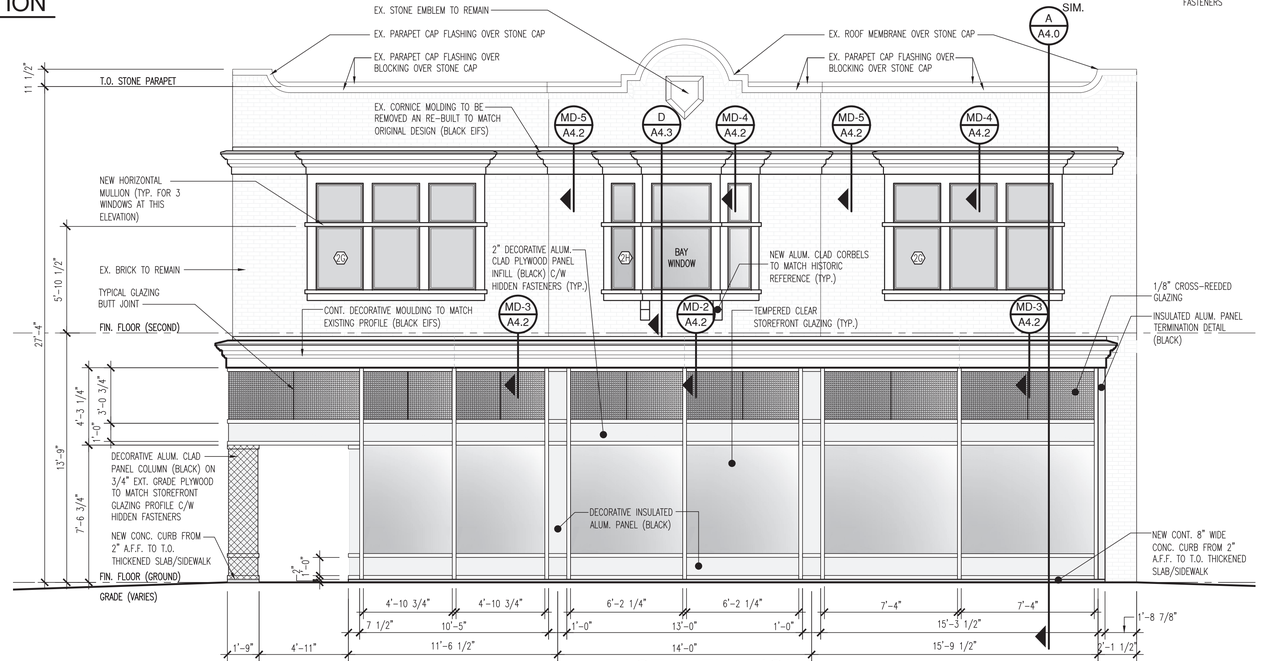
SOUTH ELEVATION

SCALE: 1/4" = 1'-0"



WEST ELEVATION

SCALE: 1/4" = 1'-0"



EAST ELEVATION

SCALE: 1/4" = 1'-0"

ROSATI
DEVELOP ▪ DESIGN ▪ CONSTRUCT
6555 MALDEN ROAD, WINDSOR, ONTARIO, N9H 1T5 PH: 519.734.6511

DRAWING TITLE:
ARCHITECTURAL ELEVATIONS

PROJECT/CLIENT:
PROPOSED BUILDING RENOVATIONS
1958-1998 WYANDOTTE ST. EAST, WINDSOR ON.

DATE	ISSUED FOR:
12.20.21	BUILDING PERMIT
01.17.22	TENDER
01.24.22	ADDENDUM #1
03.21.22	SITE PLAN CONTROL
03.30.22	CONSTRUCTION
05.02.22	REVISION #1
05.10.22	SITE PLAN CONTROL
05.18.22	REVISION #2
07.04.22	REVISION #3

PROJECT No.: 2021045.002
SCALE: 1/4" = 1'-0"
DRAWN BY: JM/RU
CHECKED BY: DI

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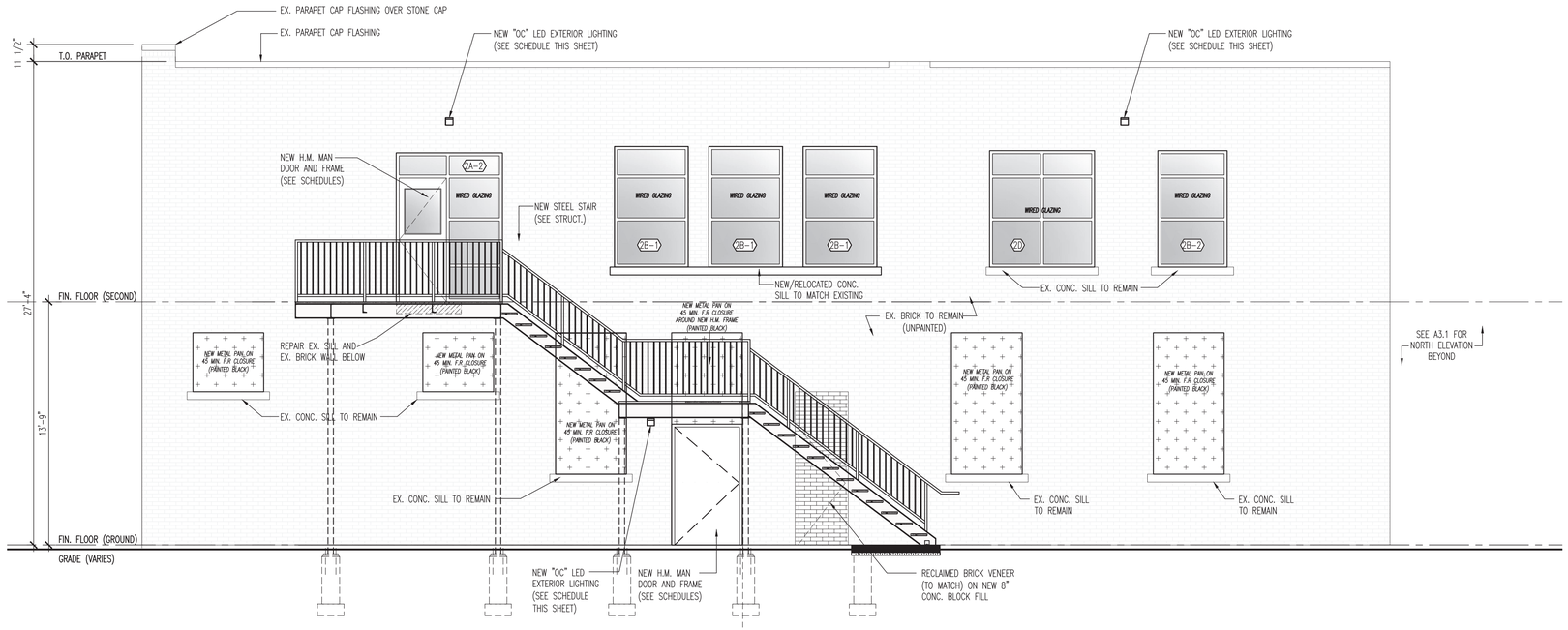
NOTES:

DRAWING No.:
A3.0

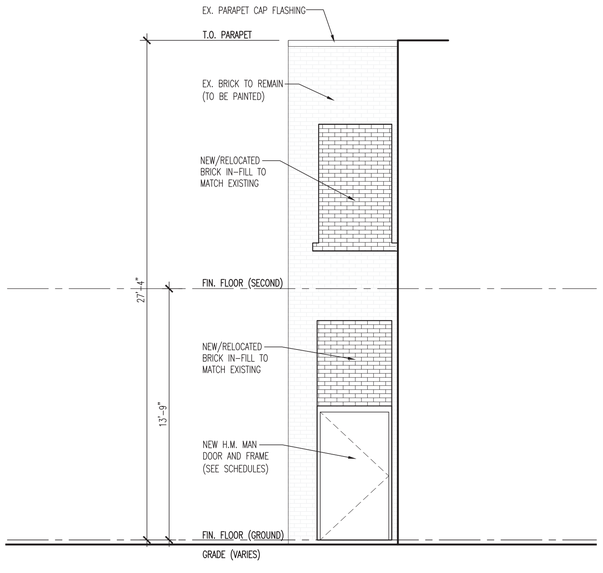
EXTERIOR LIGHTING SCHEDULE

OC	COOPER LIGHTING - CROSSTOUR XTORTB-W-XX		12 WATT LED, 1,396 LUMENS 4000K	WALL MOUNTED @ 1FT ABOVE FINISHED DOOR



NORTH ELEVATION

SCALE: 1/4" = 1'-0"



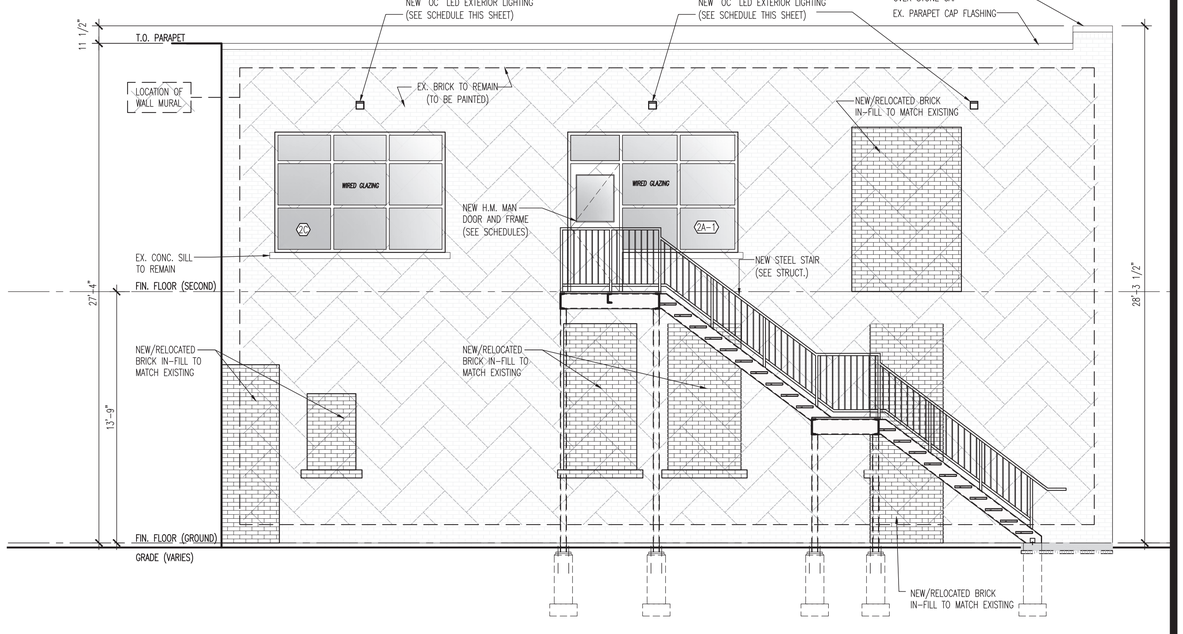
WEST ELEVATION

SCALE: 1/4" = 1'-0"

SPAO - GR date 06/03/2022

APPROVED
In accordance with By-Law 11275
CITY OF WINDSOR

Ref. File No.: SPC-002/22



NORTH ELEVATION

SCALE: 1/4" = 1'-0"

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6555 MALDEN ROAD, WINDSOR, ONTARIO, N9H 1T5 PH: 519.734.6511

DRAWING TITLE:
ARCHITECTURAL ELEVATIONS

PROJECT/CLIENT:
PROPOSED BUILDING RENOVATIONS
1958-1998 WYANDOTTE ST. EAST, WINDSOR ON.

DATE	ISSUED FOR:	DATE	ISSUED FOR:
01.17.22	TENDER	05.25.22	SITE PLAN CONTROL
01.24.22	ADDENDUM #1		
03.21.22	SITE PLAN CONTROL		
03.30.22	CONSTRUCTION		
05.02.22	REVISION #1		
05.10.22	SITE PLAN CONTROL		
05.18.22	REVISION #2		

PROJECT No.: 2021045.002
SCALE: 1/4" = 1'-0"
DRAWN BY: RU
CHECKED BY: DI

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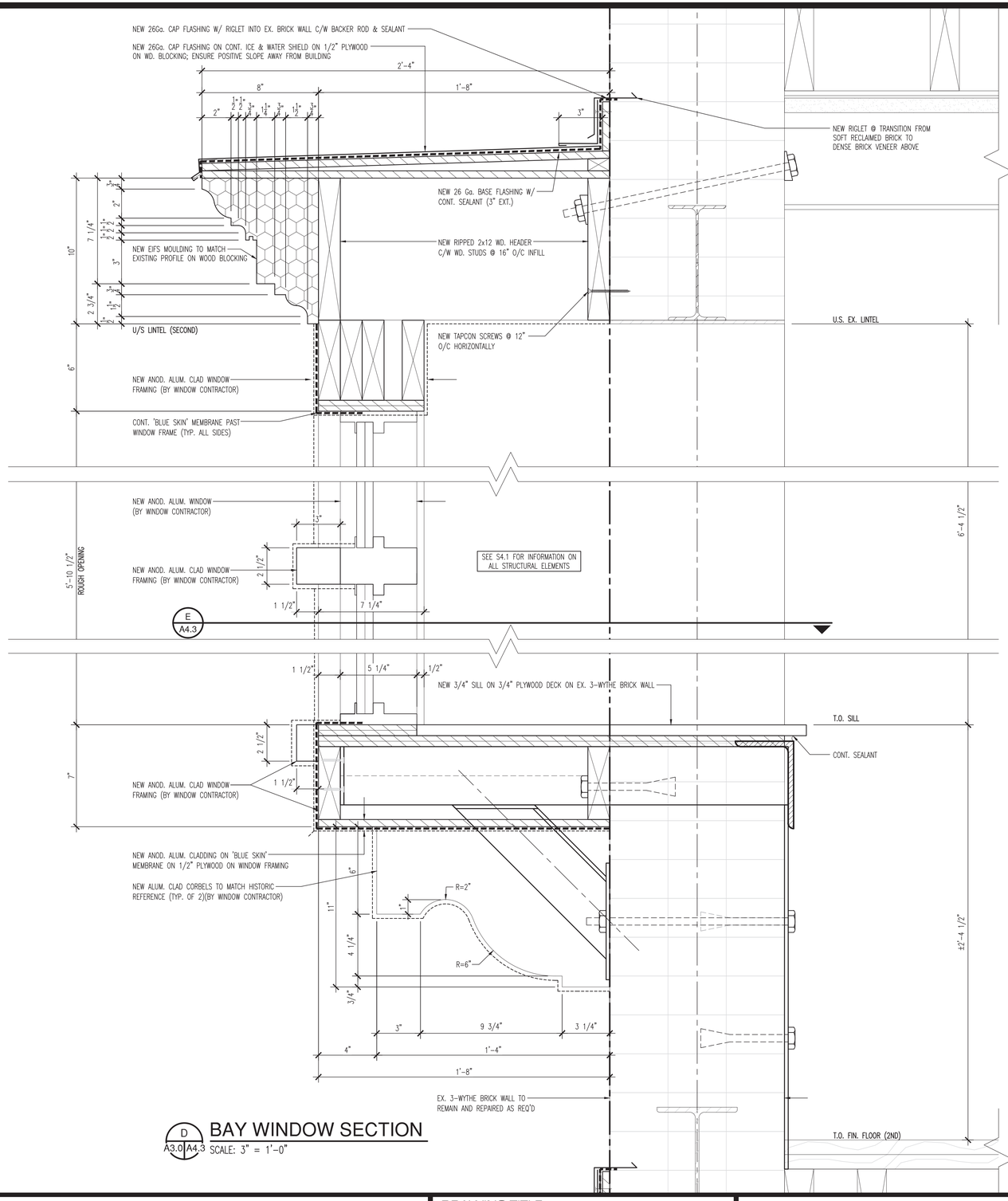
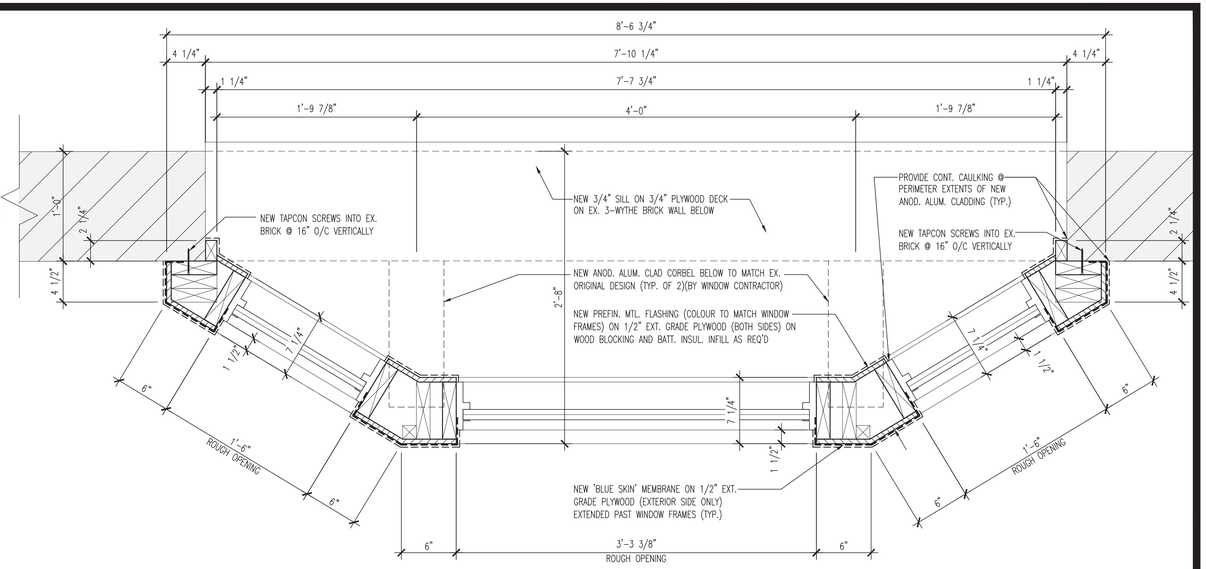


D A3.0 A4.3 BAY WINDOW SECTION
SCALE: 3" = 1'-0"



E A4.3 A4.3 BAY WINDOW PLAN DETAIL
SCALE: 3" = 1'-0"

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DRAWING TITLE:
WALL SECTIONS

PROJECT/CLIENT:
PROPOSED BUILDING RENOVATIONS
1958-1998 WYANDOTTE ST. EAST, WINDSOR ON.

DATE	ISSUED FOR:	DATE	ISSUED FOR:
05.18.22	REVISION #2		
05.25.22	SITE PLAN CONTROL		

PROJECT No.: 2020045
SCALE: AS SHOWN
DRAWN BY: RU
CHECKED BY: DI

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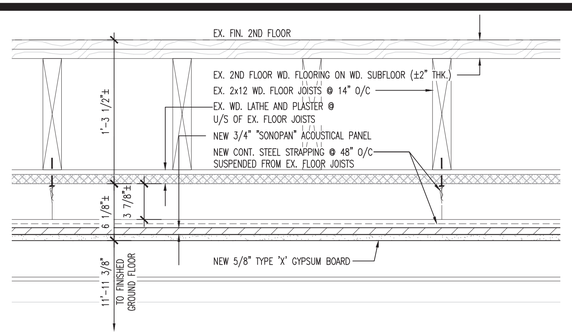
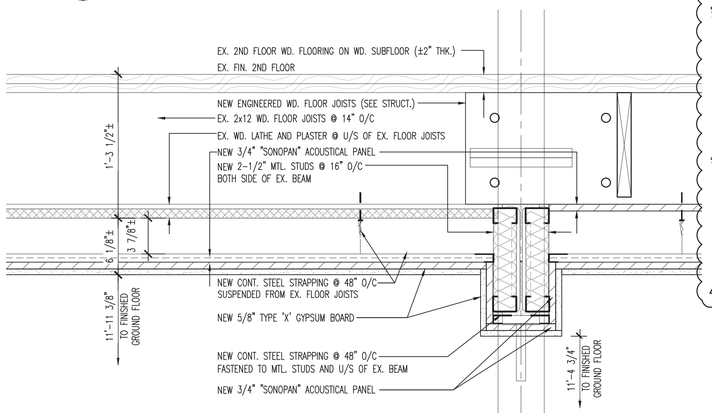


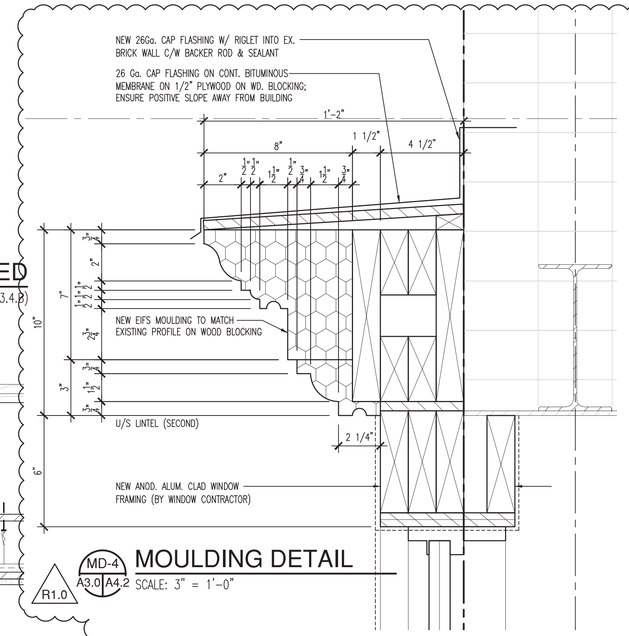
FR-1 A4.0 A4.2 **2ND FLOOR CROSS SECTION - 45 min. FIRE RATED**

SCALE: 1 1/2" = 1'-0" *SB-2 (SUPPLEMENTARY STANDARD + OBC TABLE 11.4.3.4.B)



FR-2 A4.0 A4.2 **2ND FLOOR THRU BEAM SECTION - 45 min. FIRE RATED**

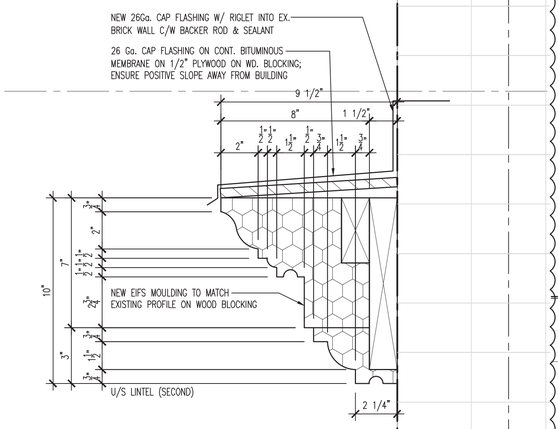
SCALE: 1 1/2" = 1'-0" *SB-2 (SUPPLEMENTARY STANDARD + OBC TABLE 11.4.3.4.B)



MD-4 A3.0 A4.2 **MOULDING DETAIL**

SCALE: 3" = 1'-0"

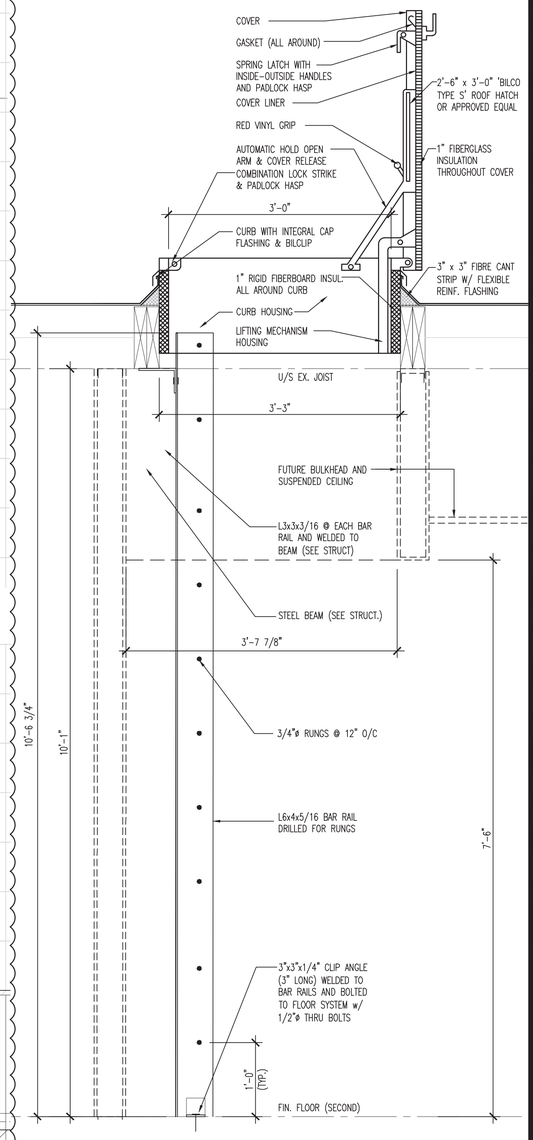
R1.0



R1.0

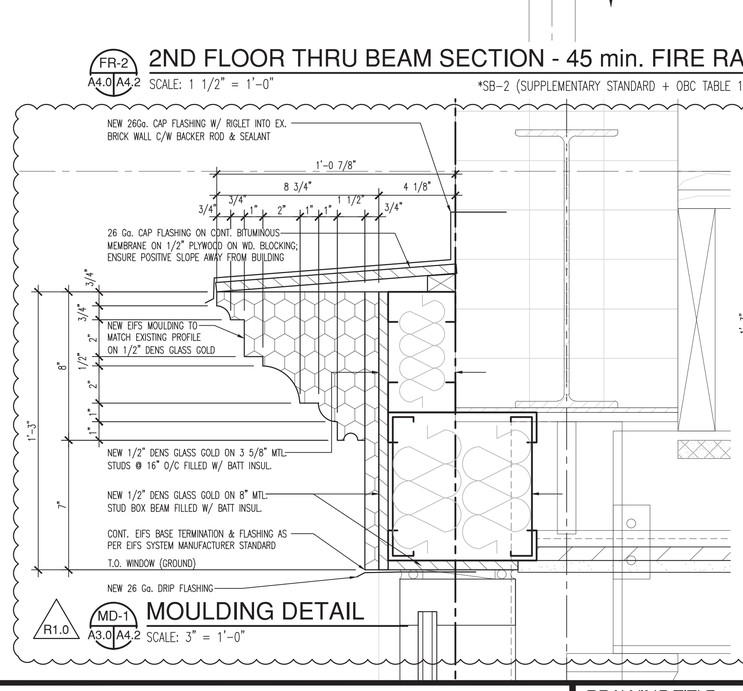
MD-5 A3.0 A4.2 **MOULDING DETAIL**

SCALE: 3" = 1'-0"



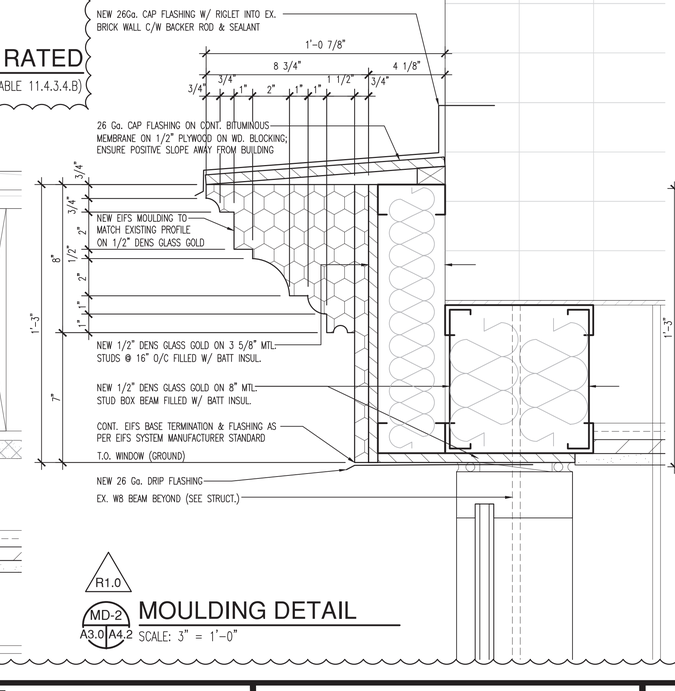
E A2.2 A4.2 **SECTION - ROOF HATCH**

SCALE: 1" = 1'-0"



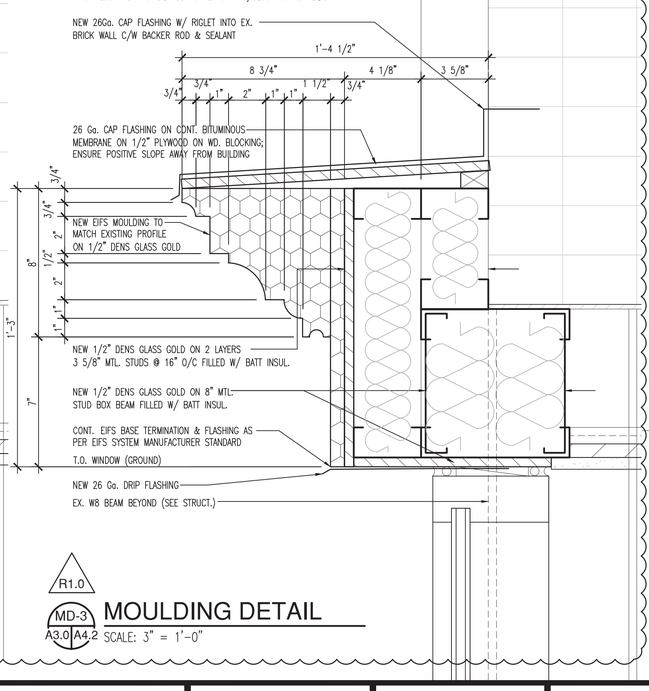
R1.0 MD-1 A3.0 A4.2 **MOULDING DETAIL**

SCALE: 3" = 1'-0"



R1.0 MD-2 A3.0 A4.2 **MOULDING DETAIL**

SCALE: 3" = 1'-0"



R1.0 MD-3 A3.0 A4.2 **MOULDING DETAIL**

SCALE: 3" = 1'-0"

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DRAWING TITLE:

WALL SECTIONS

PROJECT/CLIENT:

PROPOSED BUILDING RENOVATIONS
1958-1998 WYANDOTTE ST. EAST, WINDSOR ON.

DATE	ISSUED FOR:	DATE	ISSUED FOR:
12.20.21	BUILDING PERMIT		
01.17.22	TENDER		
01.24.22	ADDENDUM #1		
02.15.22	ADDENDUM #2		
03.30.22	CONSTRUCTION		
	REVISION #1		

PROJECT No.: 2020045
SCALE: AS SHOWN
DRAWN BY: RU
CHECKED BY: DI

GENERAL NOTES:

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STAMP:

NOTES:

DRAWING No.:

A4.2

ROSATI
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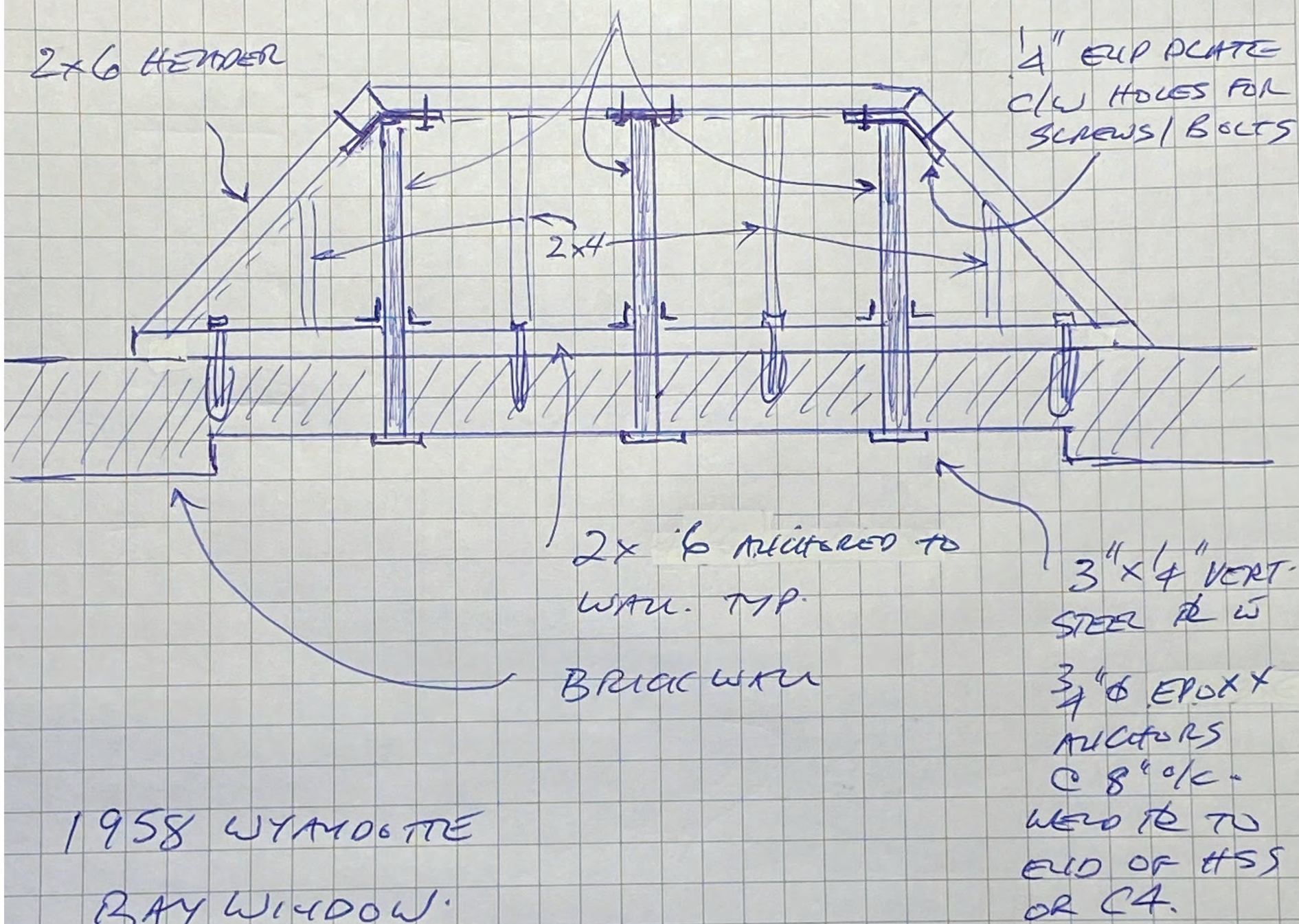
50 YEARS

PLAN VIEW

HSS 4x2 or C4

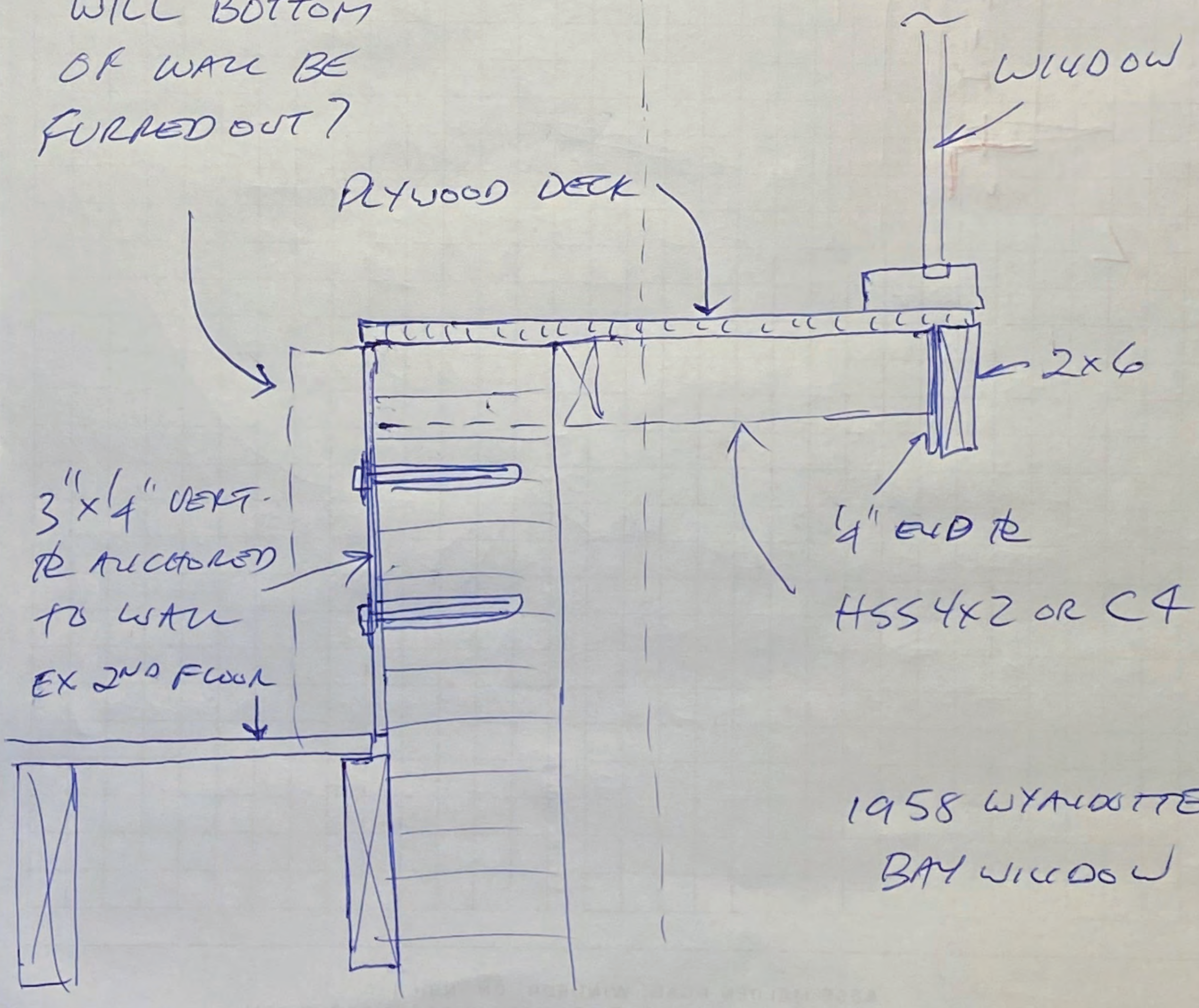


1958 WYANDOTTE
BAY WINDOW.

SECTION VIEW

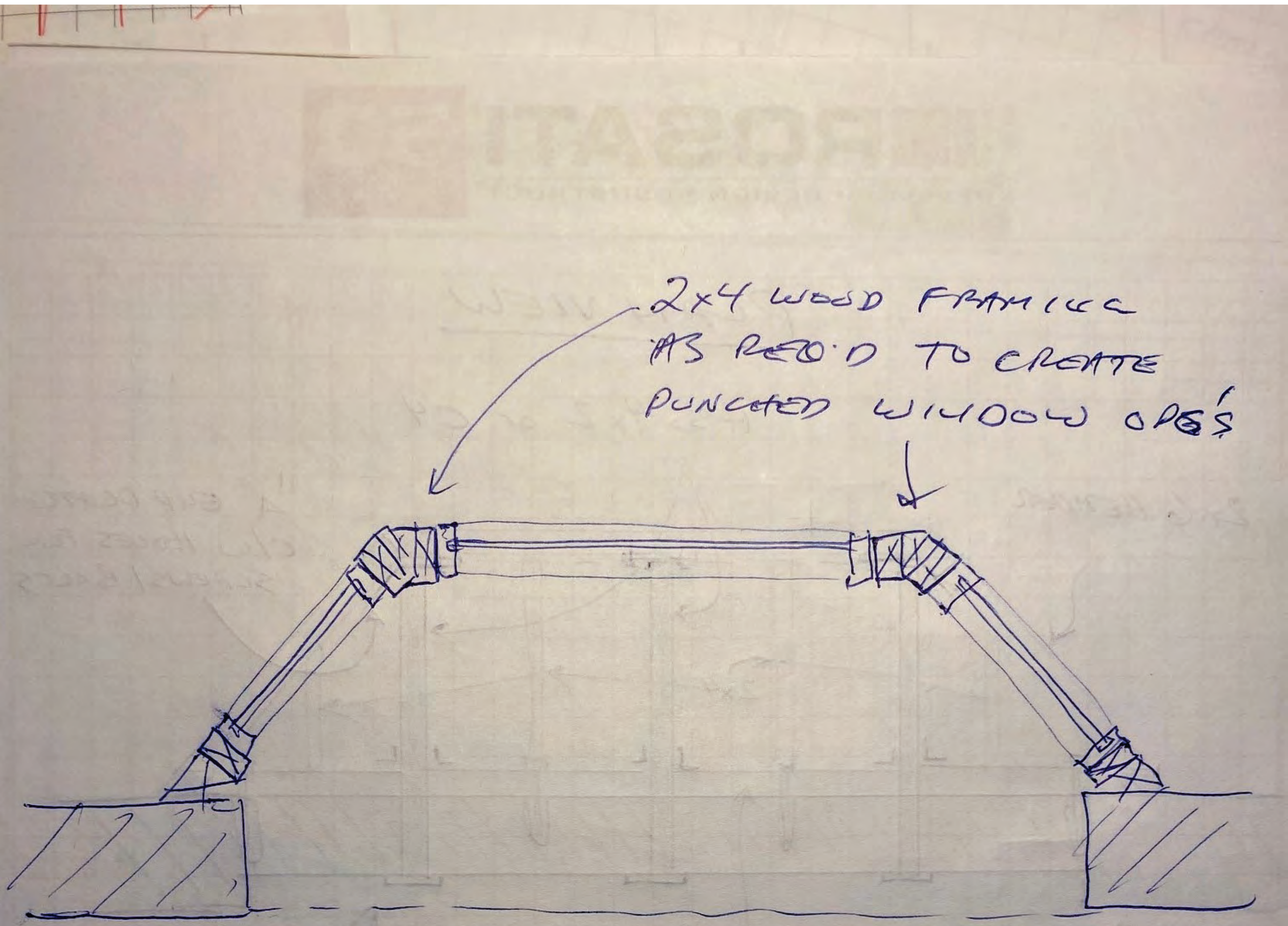
BRICK BEYOND

WILL BOTTOM OF WALL BE FURRED OUT?



1958 WYANDOTTE

BAY WINDOW



SECTION THROUGH WINDOWS.

2798315 ONTARIO INC.

JOB #: 279-21-68

SUBMITTAL R-XX ESTIMATE SUMMARY

Descript:	1968 Wyandotte St. E. - Four (4) Bay Windows			Square Feet:	4
Code	**Description**	**Units**	**Quantity**	**Total**	**$ / sf**
	Rosati - Own Forces				
00100	General Conditions			3,500	875.00
00101	Material Only			5,540	1,385.00
00142	Rosati Engineering			1,500	375.00
00150	Rosati Legal			-	-
00200	Granular - Material Only	Tons	0	-	-
00300	Concrete - Material Only	Meters	0	-	-
00900	Rosati Labour	Hours	284	22,720	5,680.00
00910	Equip. - Rosati & Rental			2,300	575.00
	Suppliers - Material Only				
					-
					-
					-
	Subtotal - Own Forces & Material			$ 35,560	$ 8,890.00
	Subcontractors - Labour & Material				
01043	Outsoource Engineering		Estimate	7,500	1,875.00
05000	Steel Support		Estimate	27,720	6,930.00
07240	Additional Stucco Cornice		Estimate	1,500	375.00
07500	Additional Roofing/Sheet Metal		Estimate	6,000	1,500.00
08500	Four (4) Bay Windows (Extra Cost)		Bayview	6,110	1,527.40
					-
					-
					-
					-
					-
					-
					-
					-
					-
					-
					-
					-
					-
					-
					-
	Subtotal - Sub-Trades			$ 48,830	$ 12,207
Subtotal - Own Forces, Material & Subcontractors				$ 84,390	$ 21,097
	Overhead		5.00%	$ 4,219	$ 1,055
	Profit		5.00%	$ 4,219	$ 1,055
Project Total - Without H.S.T.				$ 92,829	$ 23,207

Date: ***April 15, 2022***	
Estimator: ***Jamie Grant***	***Approved By:***

ROSATI
DEVELOP ▪ DESIGN ▪ CONSTRUCT

Re: 1968 Wyandotte St. E. – Façade and Building Shell Improvements

We are pleased to submit the following separate quotations to provide all necessary labour, material, equipment and supervision required to construct the above noted project in accordance with Drawings D2.0 through D3.1, A1.0 through A6.0, (all inclusive) S3.1through S7.1 (all inclusive), all drawings dated 12.20.21 issued for Building Permit and prepared by Rosati Construction Inc. [Reference Project Number 2020045].

Our price includes the following:

Category A – Beautification

Installation of Exterior Signage

- Provide three (3) exterior tenant signs on the south and east facades, complete with electrical connection and ESA inspection.

Addition of New Exterior Lighting

- Provide one (1) type B LED exterior light fixture above main entrance, south elevation, wired to house panel PP-House – controlled by 7-Day timer.
- Provide five (5) type F LED exterior light fixtures above 1st floor & 2nd floor egress doors at the West and North elevations, wired to house panel PP-House.

Repair or Replace Canopies or Awnings

- Not applicable.

Painting Of Façade Elements

- Paint the following façade elements:
  - New stucco cornice molding above first floor storefront assemblies on the South and East facades.
  - New stucco cornice moldings above 2nd floor windows on the West, South and East facades.
  - Paint hollow metal doors, windows and frames on the North façade.
  - Paint exterior steel lintels above all door and window openings.

- Paint two (2) exterior emergency stairs on the North façade.

Cleaning of Masonry

- Provide structural engineering services for the safe design of a scaffold structure.
- Erect and dismantle scaffold on the South and East elevations complete with guardrails and tarping.
- Provide plywood protected for pedestrian aisle way below sacffolding.
- Provide temporary heating and ventilation within the tarped scaffold enclosure.
- Complete CO2 vapor blasting to remove existing paint covering, to expose the original brick veneer on all elevations of the building.
- Repointing of face brick over the entire exterior building elevations. And complete all repairs to the existing brick veneer as required.
- Power wash brick and apply clear sealer to brick after blasting is complete.

Removal Of Security Bars

- Removal of security bars on three (3) windows on the North facade.

Murals and Public Art

- Provide painted mural, complete with interactive historical descriptions, on the north façade of the building.

Other: General Site Clean-Up

- General Site cleanup and removal of Grub, weeds, and debris including:
  - Remove one old private light pole.
  - Remove two sets of wood emergency.
  - Remove bushes and shrubs, one tree, in North parking.
  - Remove old chain link fence.
  - Provide refuse bins and disposal.

Category B – Restoration

Repointing of Masonry

- Repointing of face brick over the entire exterior building elevations.
- Complete all repairs to the existing brick veneer as required.
- Provide type 'O' mortar.

Repair or Replacement of Cornices, Parapets, Eaves, Soffits

- Remove wood framed cornices/window framing at first floor storefront and second floor windows.
- Provide new wood framing at oriel and bay windows on second floor, complete with air barrier and Blueskin membrane.
- Provide metal stud box beam framing and Densglass sheathing above first floor storefront assemblies.
- Supply and install new stucco cornice molding, to match the exact shape and contour of the original wood cornices, above first floor storefront and second floor windows.
- Provide new sheet metal cap flashings along the top of all new cornices, complete with caulking and reglet into brick veneer mortar joint.
- Paint all new stucco cornice moldings.

Brick and Mortar Testing

- Not applicable.

Removal of Material and Replace With Documented Original Material

- Not applicable.

Removal or Replacement Of Storefront, Including Doors and Windows

- Supply and install new black anodized 5500 series 4" curtainwall framing complete with:
  - Clear tempered / solarban 70 thermopanes.

- Upper transom thermopanes to have exterior pane standard half inch fluted glass.
- Insulated aluminum panel between clear pane and upper transom.

- Provide five (5) back anodized aluminum door assemblies.
- Provide interior and exterior caulking and sealing around all new aluminum frames.

Building Code Improvements To Facade

- Not applicable.

Entrance Modifications to Provide Barrier Free Access

- Supply and install three (3) push-button automatic door operators at south and east elevations.

Other: Roof Replacement

- Remove existing roof system down to roof deck.
- Supply and install new 60mil TPO roof system complete with 6" thick (R-40) insulation.
- Provide 3/8" plywood at perimeter parapet complete with new 24ga metal cap flashing.

Category C – Replacement

Functional Improvements To Storefront

- Included in Category B above.

Replacement of Doors and Windows That Have Deteriorated Beyond Repair

- Complete removal and disposal of all first and second floor windows.
- Provide new fire rated hollow metal window frames, door frame and doors at the north facade.
- Provide fire rated wired glass inserts or fire rated plywood inserts with aluminum cover at hollow metal window frames.
- Provide wood framing and Blueskin at second floor oriel and bay windows, complete with aluminum flashings and coverings.

- Engineer, supply and install structural steel support at four (4) bay windows.
- Provide new black anodized frame windows at the second floor, West, South and East facades complete with clear tempered / solarban 70 thermopanes.
- Supply and install custom corbels to match the original design and profile below four (4) bay windows.
- Provide spray foam insulation below four (4) bay windows.

Other: Site Work

- Complete removal of all existing asphalt paving, concrete paving, concrete curbs and structures in the North parking lot.
- Excavate and remove existing stone base and replace with minimum 24" of new 0-3/4" compacted granular material.
- Supply, place and finished new concrete curbs and sidewalks.
- Provide new 4" thick asphalt paving, complete with line painting.
- Supply and install three (3) new storm water catch basins, complete with connection to existing municipal service on the property.
- Provide new reinforced concrete pad at garbage enclosure, complete with 6'-0" high pressure treated fencing and gates.
- Provide new 1-1/2" PVC water service to building (replace existing lead service) from curb stop on east façade.
- Provide a new 600V 400Amp overhead electrical service, complete with upgrade transformers (75KVa x 3), complete with all associated fees and coordination with local power authority (Enwin).

ESTIMATE OF ELIGIBLE COSTS

Eligible Cost Item (see program guide for details of eligible costs)	Actual / Estimated Cost
Building Facade Improvement Program: Category A - Beautification	
Installation/improvement of signage (as permitted by the Sign By-law)	$ 49,540
Addition of new lighting/ upgrading of existing fixtures on exterior facade and in entrance and storefront display areas	$ 2,250
Repair or replacement of awnings or canopies	$ N/A
Painting of facade elements (i.e. wood trim, window frames, cornice)	$ 7,000
Cleaning of masonry buildings if it is necessary for the building's preservation	$ 71,998
Removal of security bars*	$ 1,530
Murals and public art (as long as important elements of the building are not impacted)**	$ 21,118
Other: General Clean-Up Of Site	$ 26,200
Building Facade Improvement Program: Category B – Restoration	
Repair or repointing of facade masonry and brickwork	$ 151,834
Repair or replacement of cornices, parapets, eaves, soffits and other architectural details	$ 120,070
Brick and mortar testing*	$ N/A
Removal materials and replace with documented original materials	$ N/A
Repair or replacement of storefront, including repair or replacement of storefront doors and windows	$ 221,109
Building Code and structural improvements to the building facade	$ N/A
Exterior and entrance modifications to provide barrier free access*	$ 11,250
Other: Replace Roof and Add Insulation R-Value	$ 82,880
Building Facade Improvement Program: Category C – Replacement	
Functional improvements to the Storefront/Building Facade (i.e. reinstating boarded up or bricked in window and door openings)	$ N/A
Replacement of doors and windows that have deteriorated beyond repair or are inconsistent with the design of the building	$ 282,245
Repair or replacement of cornices, parapets, eaves, soffits and other architectural details	$ Included in Cat. B
Reconstruction or construction of former and significant architectural features	$ N/A
Other: Site Work	$ 150,349
Total Eligible Costs Eligible for a Building Facade Improvement Grant (Sum Costs above)	$ 1,199,372

(Harmonized Sales Tax (HST) is extra.)

Committee Matters: SCM 109/2024

Subject: Minutes of the Active Transportation Expert Panel of its meeting held March 14, 2024

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Gary Kaschak

Decision Number: **ETPS 993**
THAT the minutes of the Active Transportation Expert Panel meeting held March 14, 2024 **BE RECEIVED**.
Carried.

Report Number: SCM 83/2024

Clerk's Note:

1. Please refer to Item 7.1 from the Environment, Transportation & Public Safety Standing Committee held on April 24, 2024.

2. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20240425/-1/10479

Committee Matters: SCM 83/2024

Subject: Minutes of the Active Transportation Expert Panel of its meeting held

March 14, 2024

ACTIVE TRANSPORTATION EXPERT PANEL
Meeting held Thursday, March 14, 2024

A meeting of the Active Transportation Expert Panel is held this day commencing at 10:00 o'clock a.m. in Room 140, 350 City Hall Square West, there being present the following members:

Dr. Paul Henshaw
Teena Ireland
Jocelyn Nikita (arrives at 10:55 a.m.)
James Sommerdyk

Regrets received from:

Cole Gorham
Kevin Morse

Also present are the following resource personnel:

Shawna Boakes, Executive Director, Operations
Kathy Quenneville, Active Transportation Coordinator
Ian Day, Manager, Traffic Operations
Karen Kadour, Committee Coordinator

1. Call to Order

Kathy Quenneville, Chair calls the meeting to order at 10:00 o'clock a.m. and the Expert Panel considers the Agenda being Schedule A, attached hereto, matters which are dealt with as follows:

2. Declaration of Conflict

None disclosed.

3. Training for Newly Appointed Committee Members

3.1 Health and Safety and Respectful Workplace Training

Keith Marinsack, Occupational Health and Safety Advisory provides a Presentation entitled "Occupational Health & Safety Orientation".

3.2 Orientation and Governance Training

Anna Ciacelli, Deputy City Clerk provides an overview of the governance structure for the new members of the Expert Panel. The document entitled "Welcome – New Members of Advisory Committees, Working Groups and Expert Panels" is provided to the Members of the Expert Panel.

4. Business Items – Includes – Introductions, Panel Expectations, Active Transportation Master Plan Overview and Project Overview (Items 4.1 to 4.4)

Introductions – Shawna Boakes, Executive Director, Operations

Shawna Boakes, Executive Director, Operations welcomes the members of the Active Transportation Expert Panel and provides the following remarks:

- Anticipates that collaborative discussion will occur with the Expert Panel.
- The City's goal is to implement as many projects as quickly as possible, keeping in mind safety requirements, hence the formation of the Expert Panel.
- Encourages members to provide project specific ideas rather than personal or ward specific things.
- The Expert Panel has replaced the Windsor Bicycling Committee and it is their intent to focus on the higher concept of active transportation; i.e. pedestrian crossovers, pedestrian facilities, scooter program, e-bikes and not solely on bicycling facilities.
- The Vision Zero Policy was approved by City Council on January 15, 2024. Much of the Vision Zero Policy ties in closely to the Active Transportation Plan and Policy.

Ian Day, Acting Senior Manager of Traffic and Parking advises their specialty is the lines, the markings, the signs and the signals. They are bound by the Ontario Traffic Manuals (OTM) and he invites the Members of the Expert Panel to contact him with any questions relating to the OTM's. He adds that the more knowledge the Expert Panel has, the better the input will be.

Kathy Quenneville, Active Transportation Coordinator indicates that she is responsible for the implementation of the Active Transportation Master Plan (ATMP) and tracks the metrics.

The members of the Active Transportation Panel introduce themselves and provide some background information.

In response to a question by Dr. Paul Henshaw regarding Vision Zero, Shawna Boakes states that the impetus behind Vision Zero is that the goal for the City of Windsor is zero fatalities and serious injury collisions. Operations is looking at speeds on the

roads, neighbourhood plans, ways to address drunk driving, distracted driving and anything to eliminate those specific types of accidents on our roads. They have a plan with approximately 40 action items which have been narrowed down to things to be done first in order to be able to do the rest. Traffic will be looking at installing reflective tape around the backboards (which came out of Vision Zero) and countdown pedestrian timers (at a cost of $5 M).

Kathy Quenneville provides the highlights of the Presentation entitled "Active Transportation Master Plan Overview", ***attached*** as Appendix A" as follows:

- The ***Goals and Targets*** of the Active Transportation Master Plan (ATMP) are to:
- Develop a complete Active Transportation network that connects all neighbourhoods.
- Improve the safety and accessibility of vulnerable road users.
- Support effective land-use planning to build an environment that makes walking, cycling, and transit convenient and enjoyable.
- Ensure that the active transportation network is equitable and accessible for all residents.
- Foster a culture for active transportation.
- In terms of targets, to double the proportion of trips made by walking, cycling and transit by 2031, with a longer-term target of 25% of all trips in Windsor made using sustainable transportation by 2041.
- The ***Strategies and Actions*** of the ATMP includes 102 implementation actions to **Connect Communities**, provide **Places for People, Innovation and Integration**, **Culture Shift** and **Quality of Life.**
- This year will be producing the 5 Year Report on the progress of the implementation using the metrics to determine the outcomes.
- Active Transportation Facilities include Cycle Tracks, Multi-Use Pathways/Trails, Local Street Bikeway, where cyclists share the road with vehicles on a traffic calmed, low volume local road, and on-road bike lanes
- OTM Book 18 – Cycling facilities
- OTM Book 15 – Pedestrian crossing treatments
- Review of the Active Transportation Projects – Bikeways Projects 2020 to 2023
- Review of the Active Transportation Projects – Current Bikeways Projects
- Review of the Active Transportation Projects – Pedestrian Crossovers (PXOs) and PXO types – Some PXO's to be installed in 2024.
- The Bikeways Development Budget is discussed.

Shawna Boakes advises that when they undertake a new project, there are bike lanes, however, they are not painted immediately. When the base layer of asphalt is put down, there is a lip between the gutter pan and the asphalt which could present a hazard. To address this, Operations has been waiting until the top coat of asphalt goes on before they paint the bike symbols in the bike lane.

Shawn Boakes states that a PXO is not a biking facility but a pedestrian facility. Bikes are technically supposed to get off and walk across the normal crosswalk. There

is no safe way to convert it to a biking facility without putting full signals up. Research is being done to see what municipalities are doing to come up with a solution for a PXO style crossing that could be also utilized for bikes safely and effectively. Ian Day responds that the OTM's are behind and that technology moves faster than the legislation. There is a complete separate OTM guide for signals. Once they get through the OTM's there will be an issue with accessibility. Shawna Boakes adds that there are three projects upcoming that will have bike signalized crossings at traffic signals.

In response to a question asked by Dr. Paul Henshaw regarding the bike signals, Shawna Boakes responds that the intent of the bike signals where if there is a specific multi-use trail or cycle track that comes up to it, that they utilize video detection. They intend to have the video detection trigger at the side street. Pedestrians will still have a push button due to AODA requirements.

Kathy Quenneville advises that the former Windsor Bicycling Committee had an annual operating budget of $4,300 which has been carried forward to the Active Transportation Expert Panel for 2024. She refers to the Bike to Work Event, Bike Parking provided for the Fireworks as possible activities and requests that the Expert Panel consider ways to utilize the funding.

Dr. Paul Henshaw refers to the Mandate of the Expert Panel and questions why the mandate does not state to encourage active transportation in the city. Shawna Boakes alludes to the first bullet point in the Mandate which states *"The shift to an Expert Panel will foster a conducive environment for informal idea exchange, facilitate in-depth discussions and will provide an opportunity for collaborative engagement and enable the Expert Panel to collectively develop and refine ideas".* She adds '*to move forward the ATMP' is missing in the Mandate.* She states that the Mandate of the Expert Panel is to help guide where the city implements active transportation related projects.

Teena Ireland requests that the safety component also be considered by the Expert Panel moving forward.

5. Date of Next Meeting

The next meeting will be at the call of the Chair.

6. Adjournment

There being no further business, the meeting is adjourned at 12:17 o'clock p.m.

WALK WHEEL WINDSOR

Active Transportation Master Plan

Overview

Active Transportation Expert Panel Meeting
March 14, 2024



THE CITY OF WINDSOR
ONTARIO, CANADA

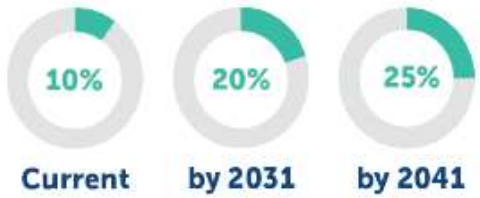
ATMP Overview – Goals & Targets

Goals

1) Develop a complete Active Transportation network that connects all neighbourhoods
2) Improve the safety and accessibility of vulnerable road users
3) Support effective land-use planning to build an environment that makes walking, cycling, and transit convenient and enjoyable
4) Ensure that the active transportation network is equitable and accessible for all residents
5) Foster a culture for active transportation

Targets

Double the proportion of trips made by walking, cycling, and transit by 2031, with a longer-term target of 25% of all trips in Windsor made using sustainable transportation by 2041.



ATMP Overview – Strategies & Actions







Connecting Communities	Places for People	Innovation and Integration	Culture Shift	Quality of Life
1A: Enhance the Sidewalk Network	2A: Develop Complete Streets	3A: Investigate Bike Share and New Technologies	4A: Support Businesses and Economic Development	5A: Improve Public Health and Mental Well-Being
1B: Complete the Bicycle Network	2B: Consider Pilot Projects	3B: Provide Bicycle Parking and End-of-Trip Facilities	4B: Active School Travel and Age Friendly Planning	5B: Improve Road Safety
1C: Integrate the Off-Street Pathway and Trail Network	2C: Improve the Pedestrian, Cycling and Transit User Experience	3C: Enhance Year-Round Maintenance	4C: Bicycle Tourism	5C: Universal Accessibility
1D: Improve Integration Between Walking and Cycling with Transit	2D: Land Use and Site Design	3D: Develop Regional Connections	4D: Wayfinding and Promotion	5D: Equity
1E: Address Major Barriers	2E: Improve Personal Safety	3E: Sustainable Parking and Transportation Demand Management Strategies.	4E: Education and Awareness	5E: Celebrate, Market, and Promote

102 Actions

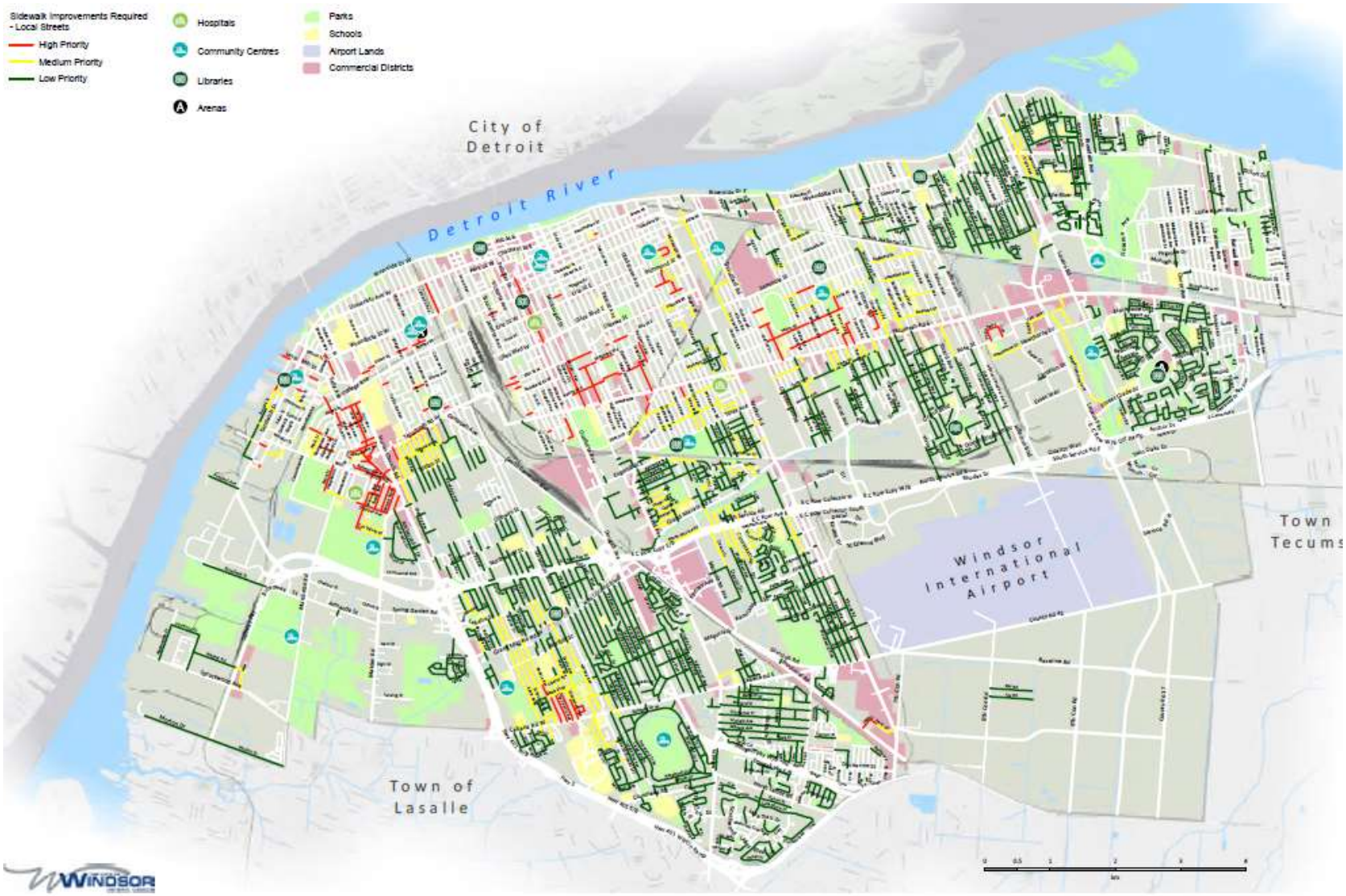


FIGURE 32 - PEDESTRIAN NETWORK PRIORITIZATION RESULTS (LOCAL STREETS)

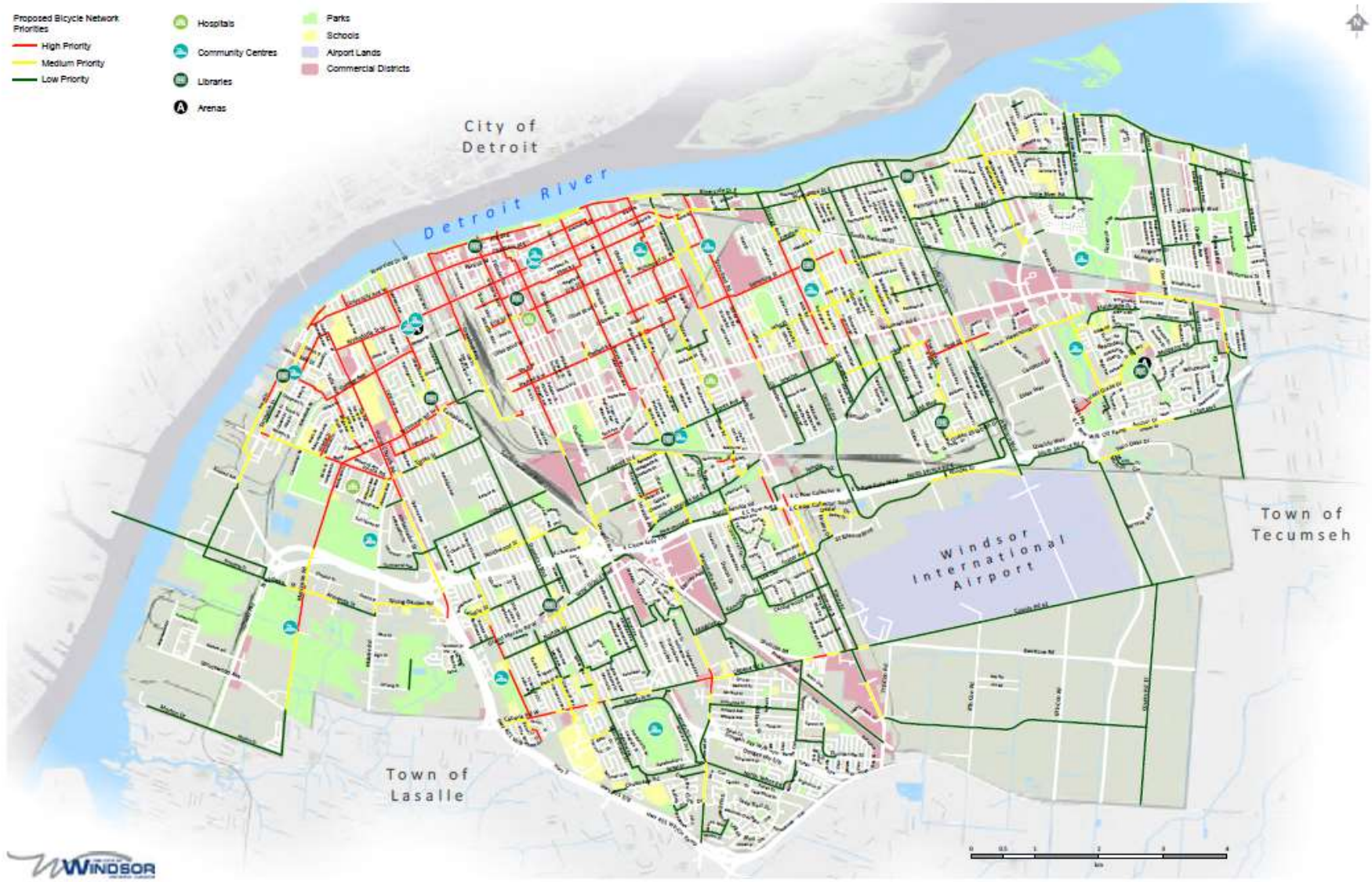
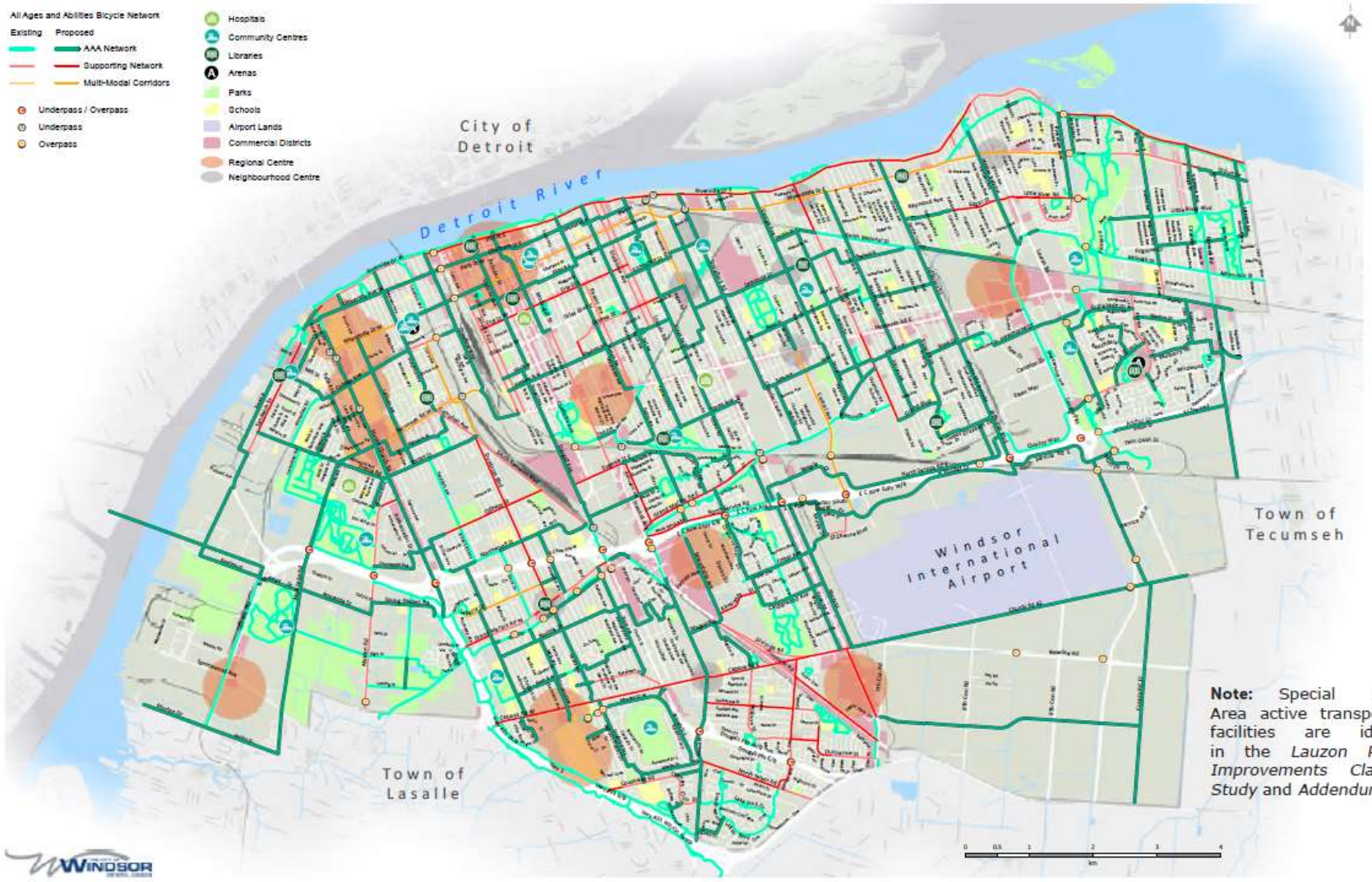


FIGURE 33 - CYCLING NETWORK PRIORITIZATION RESULTS



Note: Special Growth Area active transportation facilities are identified in the *Lauzon Parkway Improvements Class EA Study* and *Addendum*.

FIGURE 27 - PROPOSED LONG-TERM ALL AGES AND ABILITIES (AAA) BICYCLE NETWORK

ACTIVE TRANSPORTATION FACILITIES

AAA Facilities

- Cycle Tracks
- Multi-Use Pathways/Trails
- Local Street Bikeways - Cyclists share the road with vehicles on a traffic calmed low volume



Cycle tracks



Local street bikeway



Multi-use pathway



Buffered bike lane



Bike lane

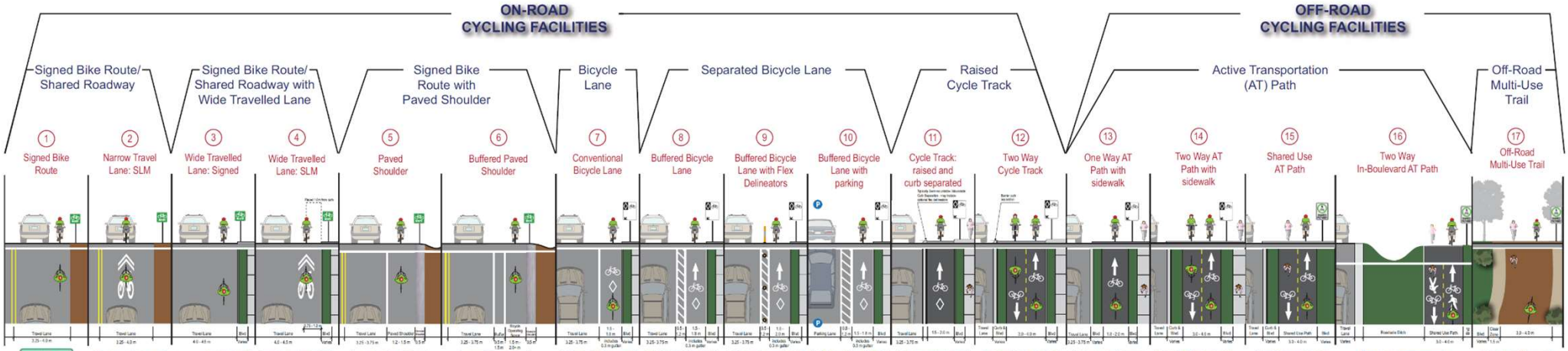
Cycling Facility Types Matrix

MMM GROUP | McCORMICK RANKIN CORPORATION | alta

least separation — more separation — most separation

ON-ROAD CYCLING FACILITIES

OFF-ROAD CYCLING FACILITIES



	1 Signed Bike Route	2 Narrow Travel Lane: SLM	3 Wide Travelled Lane: Signed	4 Wide Travelled Lane: SLM	5 Paved Shoulder	6 Buffered Paved Shoulder	7 Conventional Bicycle Lane	8 Buffered Bicycle Lane	9 Buffered Bicycle Lane with Flex Delineators	10 Buffered Bicycle Lane with parking	11 Cycle Track: raised and curb separated	12 Two Way Cycle Track	13 One Way AT Path with sidewalk	14 Two Way AT Path with sidewalk	15 Shared Use AT Path	16 Two Way In-Boulevard AT Path	17 Off-Road Multi-Use Trail
Minimum Design Specifications	Travel lane widths (TAC Standards): o Minor arterial: 3.5 m o Collector (residential): 3.25 m o Collector (industrial/ commercial): 3.7 m.	Travel lane widths (TAC Standards): Where travel lane less than 4.0 m and the posted speed limit is 50 km/h or less, the sharrows should be placed in the centre of the travel lane to allow single file bicycle and vehicle operations.	Travel lane widths: o 4.0 m o greater than 3,000 ADT/lane o less than 60km/h o 6-12% trucks	Markings should be placed 1.0 m from face of curb (or shoulder edge) on streets without on-street parking.	Minimum width: 1.5 m For partially paved shoulders, the gravel portion should not be less than 0.5 m wide. If the gravel portion is less than 0.5 m wide then the entire shoulder should be paved.	Minimum width: 1.2 m (shoulder); 0.5 m (buffer) For partially paved shoulders, the gravel portion should not be less than 0.5 m wide. If the gravel portion is less than 0.5 m wide then the entire shoulder should be paved.	Recommended width: 1.5 m	1.5 m minimum width 0.5 m minimum buffer zone width	1.5 m minimum width 0.5 m minimum buffer zone width	1.5 m minimum width 0.8 m minimum buffer zone width	1.5 m minimum width	3.0 m minimum width to allow for passing Striped centre line to separate traffic	1.8 m minimum width to allow for passing Shy distance of 5.0 cm suggested between cycle track and sidewalk	3.0 m is the minimum desired standard in most situations. Should be separated from the roadway with a 1.5 m buffer or a physical barrier	3.0 m is the minimum desired standard in most situations. Should be separated from the roadway with a 1.5 m buffer or a physical barrier	3.0 m is the minimum desired standard in most situations.	3.0 m is the minimum desired standard for bi-directional travel. Should be separated from the roadway with a 1.5 m buffer or a physical barrier
Preferred Design Specifications	Travel lane widths (TAC Standards): o Minor arterial: 3.7 m. o Collector (residential): 3.7 m. o Collector (industrial/ commercial): 3.7 m.	Should not be placed on roadways with a speed limit over 50 km/h for single file applications. "Shared Use Lane Single File" sign may be used in conjunction with Bike Route Sign when the travel lane is less than 4.0 m.	Travel lane widths: o 4.5 m o less than 3,000 ADT/lane o less than 60km/h o less than 6% trucks	Should not be placed on roadways with a speed limit over 60 km/h for side-by-side applications. "Share The Road" signs should be provided.	The preferred minimum width is 1.5 m wide. Increase width based on speed and vehicle compositions See option 6 if posted speed > 80 km/h at 3000 AADT	The preferred minimum width is 2.0 m wide (shoulder); 0.5 m (buffer) Increase width based on speed and vehicle compositions: o 2.5m wide shoulder (1.5m bicycle operating space and 1.0m buffer) for a posted speed > 80km/h and 9000 AADT	Increase width based on speed and vehicle composition: consider options in HMF: o Over 6000 AADT, or if trucks > 10% of traffic volumes o Speeds > 100 km/h	Guidelines for buffer width varies: o 80 cm (London and Brussels) o 50.75 cm (CROW Guide) o 183 cm (Portland, OR)	Guidelines for buffer width varies: o 80 cm (London and Brussels) o 50.75 cm (CROW Guide) o 183 cm (Portland, OR)	Guidelines for buffer width varies: o 80 cm (London and Brussels) o 50.75 cm (CROW Guide) o 183 cm (Portland, OR)	2.0 m width Innovative bicycle-friendly design needed at intersections to reduce conflicts between turning motorists and cyclists.	4.0 m width Innovative bicycle-friendly design needed at intersections to reduce conflicts between turning motorists and cyclists. Pavement markings should indicate direction	2.0 m width Innovative bicycle-friendly design needed at intersections to reduce conflicts between turning motorists and cyclists.	4.0 m or greater - recommended for heavy use situations with high concentrations of users.	4.0 m or greater - recommended for heavy use situations with high concentrations of multiple users.	4.0 m or greater is the preferred design specifications.	4.0 m or greater- recommended for heavy use situations with high concentrations of multiple users.
Typical Criteria	Travel lane minimum width: 3.0 m for low volume streets (less than 3,000 ADT) with little or no truck or bus traffic. *Share the Road" signs are recommended	These markings are often used on streets where dedicated bicycle lanes are desirable but are not possible due to physical or other constraints.	4.0 - 4.5 m wide lanes Lanes should be sufficiently wide to allow motor vehicles to pass cyclists without encroaching on an adjacent travel lane.	These markings are often used on streets where dedicated bicycle lanes are desirable but are not possible due to physical or other constraints.	Shoulder bikeways are appropriate bicycle facilities on rural roads with a large shoulder and where there is no curb and gutter. Facilities are typically used by experienced commuters rather than inexperienced riders.	Shoulder bikeways are appropriate bicycle facilities on rural roads with a large shoulder and where there is no curb and gutter. Inclusion of the buffer makes these facilities more accessible for less experienced and new riders.	Most appropriate on urban arterial and collector streets where higher traffic volumes and speeds warrant user separation.	Designed to increase the space between the bicycle lanes and the travel lane or parked cars. Appropriate where bike lanes are located on streets with high speeds (>50 km/h).	Designed to increase the space between the bicycle lanes and the travel lane or parked cars. Appropriate where bike lanes are located on streets with high speeds (>50 km/h).	Use along roadways with high motor vehicle volumes and/or speeds (>50 km/h). Best on streets with parking lanes with a high occupancy rate.	Use along roadways with high motor vehicle volumes and/or speeds (>50 km/h). Where cyclists may enter/leave, or where motorists cross at a driveway, the curb should be rolled with a small 45 degree ramp.	Desirable when there are more destinations on one side of a street or if the cycle track will connect to a shared-use path or bicycle facility on one side of the street.	Use along roadways with high motor vehicle volumes and/or speeds Where cyclists may enter/leave, or where motorists cross at a driveway, the curb should be mountable with a small 45 degree ramp	Recommended for areas with high volumes of pedestrian and bicycle traffic to reduce conflict.	Ideal for families and recreational users. Suggested when on-road improvements are not feasible along roadways, and when ample ROW is available.	Ideal for families and recreational users. Suggested when on-road improvements are not feasible along roadways, and when ample ROW is available.	Ideal for families and recreational users. Suggested when on-road improvements are not feasible along roadways, and when ample ROW is available.
References	OTM Book 18: Cycling Facilities TAC Geometric Design Guide for Canadian Roads Chapter 3: Bicycles; Section 3.4.3.1. Widths are discussed in section 3.4.6.2.	OTM Book 18: Cycling Facilities TAC Geometric Design Guide for the Design and Application of Bikeway Pavement Markings AASHTO Guide for the Development of Bicycle Facilities	OTM Book 18: Cycling Facilities TAC Geometric Design Guide for Canadian Roads Chapter 3: Bicycles; Section 3.4.3.1. Widths are discussed in section 3.4.6.2. NACTO Urban Bikeway Design Guide	OTM Book 18: Cycling Facilities TAC Geometric Design Guide for the Design and Application of Bikeway Pavement Markings NACTO Urban Bikeway Design Guide AASHTO Guide for the Development of Bicycle Facilities	OTM Book 18: Cycling Facilities TAC Geometric Design Guide for the Design and Application of Bikeway Pavement Markings AASHTO Guide for the Development of Bicycle Facilities	OTM Book 18: Cycling Facilities TAC Geometric Design Guide for the Design and Application of Bikeway Pavement Markings AASHTO Guide for the Development of Bicycle Facilities	OTM Book 18: Cycling Facilities TAC Geometric Design Guide for the Design and Application of Bikeway Pavement Markings NACTO Urban Bikeway Design Guide	OTM Book 18: Cycling Facilities City of Portland, OR. (2010). Bicycle Master Plan for 2030 Bikeway Design Best Practices. NACTO Urban Bikeway Design Guide	OTM Book 18: Cycling Facilities City of Portland, OR. (2010). Bicycle Master Plan for 2030 Bikeway Design Best Practices. NACTO Urban Bikeway Design Guide	OTM Book 18: Cycling Facilities CROW Design Manual for Bicycle Traffic NACTO Urban Bikeway Design Guide	OTM Book 18: Cycling Facilities CROW Design Manual for Bicycle Traffic NACTO Urban Bikeway Design Guide Velo Quebec. (2003). Technical Handbook of Bikeway Design.	OTM Book 18: Cycling Facilities CROW Design Manual for Bicycle Traffic NACTO Urban Bikeway Design Guide Velo Quebec. (2003). Technical Handbook of Bikeway Design.	OTM Book 18: Cycling Facilities London Cycling Design Standards NACTO Urban Bikeway Design Guide Velo Quebec. (2003). Technical Handbook of Bikeway Design.	OTM Book 18: Cycling Facilities FHWA. Designing Sidewalks and Trails for Access. AASHTO Guide for the Development of Bicycle Facilities	OTM Book 18: Cycling Facilities FHWA. Designing Sidewalks and Trails for Access. AASHTO Guide for the Development of Bicycle Facilities		OTM Book 18: Cycling Facilities
In Constrained Corridors	Alert motorists to the presence of cyclists.	Encourage bicyclists to ride an appropriate distance away from the "door zone" on streets with parking.	"Share the Road" signs can be added to increase driver awareness.	Markings can be as little as 0.75 m from the curb on streets without on street parking.	If available width is less than 50% of the desirable bicycle lane width AASHTO allows striping the shoulder in lieu of bike lanes.	In constrained corridor, see Option 5.	1.2 m acceptable where road width is limited; not suitable for roads with high ADT's and commercial vehicles.	1.2 m bike lane is acceptable (in corridors where there is no gutter).	1.2 m bike lane is acceptable (in corridors where there is no gutter).	1.5 m bike lane is acceptable.	Change in level clearly demarcates space for different users and reduces conflicts between bicyclists and pedestrians.	Parking should be banned on the side of the street with the cycle track to ensure adequate site distances for motorists crossing the path.	Change in level and planted buffer clearly demarcates space for different users and reduces conflicts between bicyclists and vehicles.	3.0 m is the minimum allowed for a two way shared use facility and is only recommended for low traffic situations.	3.0 m is the minimum allowed for a two-way shared use facility and is only recommended for low traffic situations.	3.0 m is the minimum allowed for a two-way shared use facility and is only recommended for low traffic situations.	Typically incorporated into parkland and valley land. Cyclists may choose to remain in the roadway.

This document is for information purposes only.

Active Transportation Projects



A.T. REFERENCE

- OTM Book 18 – *Cycling Facilities*
- OTM Book 15 – *Pedestrian Crossing Treatments*
- Transportation Association of Canada (TAC) *Geometric Design Guide For Canadian Roads: Chapter 5 – Bicycle Integrated Design*
- National Association of City Transportation Officials (NACTO)
- Ontario Traffic Council
- Other Municipalities' - *Best Practices*

ACTIVE TRANSPORTATION PROJECTS – Bikeways Projects 2020 to 2023

Year	Facility Type	Street/Park	From	To	Length (km)
2020	Multi-Use Trail	Dougall	Tunnel		0.380
	Multi-Use Trail	Ojibway Pkwy - Realignment	Weaver Rd		0.000
	Multi-Use Trail	Tranby Rd	Parkview	Isabelle	0.300
	Multi-Use Trail	Rhodes/Deziel Drive Ph 1	Kautex	Pillette Rd	2.100
	Multi-Use Trail	Banwell Rd Phase 1	Tecumseh	Palmetto	0.365
	Bike Lanes	Riverside Dr E	Solidarity Towers	Lauzon Rd	1.200
	Sharrows	College	Wellington	Crawford	0.250
	Bike Lanes	Pulford /Calfornia	Norfolk	Northway	0.448
	Bike Lanes	Memorial	Vimy	Marentette	0.250
	Park Trails	Bridgeview Park	N/A	N/A	0.420
	Park Trails	Langlois Park	N/A	N/A	0.660
	Park Trails	Tranby Park	N/A	N/A	1.150
	Park Trails	Alexander Park	Playground	Viewing Area	0.054
				TOTAL	7.577
2021	Multi-Use Trail	Little River			0.740
	Multi-Use Trail	Rhodes Drive Phase 2	Pillette Rd	Jefferson Blvd	2.100
	Multi-Use Trail	Florence Street			0.520
	Multi-Use Trail	Matchette Road Phase 1	EC Row Expressway	Chappell Ave	1.000
	Multi-Use Trail	EC Row Avenue East	Bliss Rd	Turner Rd	0.404
	Multi-Use Trail	Addition to EC Row Ave Trail	Walker Rd	Riberdy Rd	
	Multi-Use Trail	Walker Road	EC Row Collector North	EC Row Collector South	
	Bike Lanes	Cabana Road Phase 3 (buffered)	Dominion (Mount Royal)	Dougall Ave	1.300
	Park Trail	Central Park (new)			1.603
	Park Trail	Southdale Park (additional trail)			0.350
	Park Trail	Riverside Baseball Park (additional trail)			0.700
	Park Trail	George Avenue Park (new)			0.716
	Park Trail	Alton C Parker Park (new)			0.290
				TOTAL	**9.723**

Year	Facility Type	Street/Park	From	To	Length (km)
2022	Multi-Use Trail	Hawthorne Dr	Lauzon Pkwy	Lauzon Rd	0.530
	Bike Lanes	North Talbot Rd	E of Howard Ave	E of Southwood Lakes	0.280
	Bike Lanes	Ducharme St	Cancun St	Helsinki Court	0.200
	Cycle Tracks	Hawthorne Dr	Roseville Park	Lauzon Pkwy	0.660
	Park Trail	Wilson Park	Addie Knox parking lot to spalsh pad and playground		0.150
	Park Trail	Willistead Park	Niagara St to exsiting multi-use trails		0.040
	Park Trail	Stodgell	new multi-use trail		0.677
	Park Trail	Roseville Gardens Park	new multi-use trail sections added		0.160
	Park Trail	Little River Boulevard Park	to Morningstar Ave and to Katella Ave		0.055
				TOTAL	**2.752**
2023	Multi-Use Trail	Matchett	EC Row Expressway	Broadway	0.700
	Multi-Use Trail	Banwell Rd Phase 2	Palmetto	Mulberry	0.460
	Bike Lanes	Dougall	Ouellette	Eugenie	0.690
	Bike Lanes	Cabana Road Phase 4 (buffered)	Mt. Carmel	Hwy. 3	2.800
	Bike Lanes	Sixth Concession	Provincial	Cabana	0.540
	Bike Lanes	Dominion	Northwood	Ojibway	1.100
	Bike Lanes	Dominion	Northwood	Ojibway	1.100
				TOTAL	**7.390**

ACTIVE TRANSPORTATION PROJECTS – Current Bikeways Projects

Project Name	*Limits*	*ATMP Priority*	*Bike Facility Type*	*Project Status*	*Completion*
Engineering					
Kamloops	Marentette to Calderwood	low	Bike Lanes	Ongoing	2024
Provincial Road - Phase 3 Construction	Cabana Rd. to Legacy Pk Blvd)	low	MUT	Ongoing	2024
Banwell Road Improvements - Phase 2	Palmetto to Mulberry	med	MUT	Complete	2023
Dominion Blvd.	N. of Northwood to Ojibway	low	Bike Lanes	Ongoing	2024
Cabana Corridor Improvements - Phase 4	Mt. Carmel to Hwy.#3	med-high	Bike Lanes	Ongoing	2023
Dougall Ave Rehabilitation (Ouellette Pl. to Eugenie St. E.)	Ouellette Pl. to Eugenie St. E.	low	Bike Lanes	Ongoing	2024
Gordie Howe Int'l Bridge Sandwich St. Improvements	(Sandwich St. from the GHIB Perimeter Access Ring Rd. to Ojibway, Sandwich St. from Ojibway to Rosedale Roundabout)	med-high	Bike Lanes & MUT	Ongoing	2024
Cabana Corridor Improvements - Phase 5	Provincia Rd. to Walker Rd.	med-high	Bike Lanes	Prelim Design	2025
University Ave. EA - Phase I	McEwan to Salter	high	Cycle Tracks	Design	2024
Lauzon Parkway	Hawthorne to Cantelon		MUTs	Ongoing	2025
Howard-South Cameron Intersection		med	MUT	Design	2025
Lauzon Parkway & Cty Rd 42 Roadway Improvement	9th Conc. to Lauzon Pkwy	low	MUT	Design	2026
Riverside Vista - Phase 2A	Ford Blvd. to St. Rose Ave	low	Bike Lanes	Ongoing	2027

A.T. PROJECTS – Bikeways Continued

Project Name	*Limits*	*ATMP Priority*	*Bike Facility Type*	*Project Status*	*Completion*
Transportation Planning					
Matchette Ph2	E.C. Row to Broadway	high	MUT	Complete	Jun-23
Victoria Ave (University Ave. to Shepherd)	University Ave. to Shepherd	high	Bike Lanes and Local Street Bikewway (Speed Humps)	Ongoing	2024
Kildare Phase 1	Ottawa to Shepherd & Seneca to Tecumseh	high-med	Local Street Bikeway (Speed Humps)	Complete	2023
Kildare Phase 2	Shepherd to Seneca	med	Protected Bike Lanes	Ongoing	2024
Strabane - Repainting of Bike Lanes	Riverside Dr. to Wyandotte E.	low	Painted buffered bike lanes	Ongoing	2024
Wyandotte East Corridor Study (Road Diet) - Prelim Design	Devonshire to Watson	med-low	Protected Bike Lanes	Complete	2023
Walker/Munsee/Seneca Trail	Walker to Kildare	med-low	MUT	Stand by	TBD
Shepherd Street Bikeway	Janette to Kildare	high	Local Street Bikeway	Stand by	TBD
Operations					
Lauzon Parkway	Cantelon to E.C. Row Overpass		MUTs	Complete	Jul-23
Other					
Broadway MUT - GHIB Improvements	Matchett to Ojibway Parkway		MUT	Design	TBD - 2024

BIKEWAYS DEVELOPMENT BUDGET

The 2023 approved 10-year capital plan for the Citywide Bikeway Development includes the following budget allocations to support the implementation of the ATMP:

2024	2025	2026	2027 to 2030	2031	2032	2033
$ 400,000	$ 400,000	$ 400,000	$ 100,000/yr	$ 600,000	$ 281,000	$ 670,000

- Development of the cycling network
- AT promotion, awareness & education
- End of trip facilities

Cost of Recent Projects

Year	Project	Facility Type	From/To	Length (m)	Cost	$/m
2022	Hawthorne	Cycle Tracks MUT	Lauzon Rd. to W of Kew Dr.	1680	$ 570,000	$ 819.29
2021	EC Row Ave	MUT	EC Row Ave. E – Bliss to Turner & Walker to Riberdy Walker – EC Row Collector N to EC Row Collector S	404	$ 270,000	$ 668.32

ACTIVE TRANSPORTATION PROJECTS – Pedestrian Crossovers (PXOs)

Year	Location
2018	Wyandotte @ Chilver
2018	Prince @ Barrymore
2019	Ouellette @ Tuscarora
2020	College @ St. Denis Centre
2020	Cedarview @ Dieppe
2020	Drouillard @ Richmond
2020	Labelle @ Northway
2021	Matchette @ John McGivney School
2021	Tranby @ Fairview
2021	Rhodes @ Pillette
2021	Lauzon @ Clairview
2022	Banwell Roundabout - 4
2022	Forest Glade @ Rosebriar
2022	North Talbot @ Southwood Lakes
2022	McDougall @ Foch
2022	Rosebriar @ Forest Glade Dr.
2022	McNorton @ Radcliff
2023	Richmond @ Chilver

Coming in 2024:

- Wyandotte & Marentette
- Matchett & Titcombe
- Sunsrise Sr. Housing – Riverside Dr.
- Jefferson & Coronation

PXO Cost:

Ranges from $30k to $200k

- Depends on the complexity of the project & needs
  - Type
  - Curbs
  - Bumpouts
  - Tactile plates
  - Street lighting changes

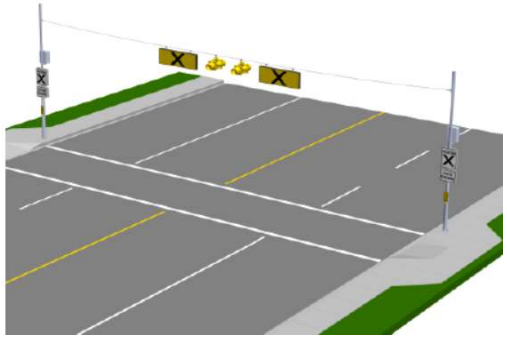
e.g. PXO at Richmond & Chilver: approx. $55k

PXO 10-year Capital Plan:

2024	2025	2026	2027	2028	2029 to 2031	2032	2033
$ 0	$ 0	$ 0	$ 0	$ 100,000	$ 0/yr	$ 103,000	$320,000

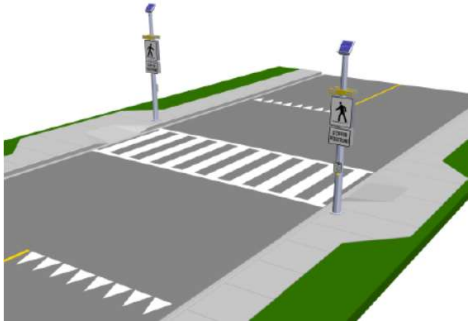
THE CITY OF WINDSOR ONTARIO, CANADA

ACTIVE TRANSPORTATION PROJECTS – PXO Types



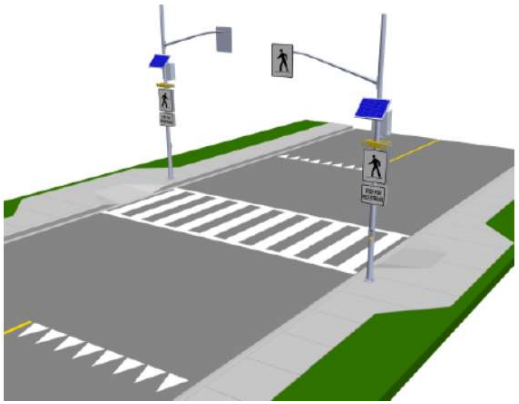
- Regulatory signs
- Flashing LED beacons
- Overhead illuminated signs
- X pavement markings
- Mid-block & uncontrolled intersections

Level 1: Type A



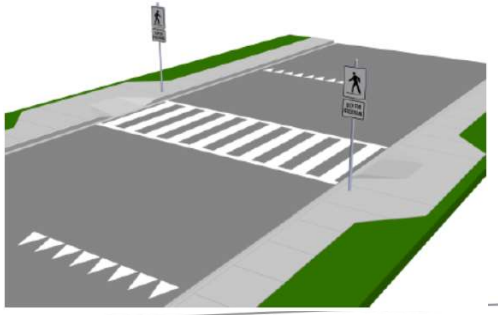
- Regulatory signs
- Rectangular rapid flashing LED beacons
- Overhead illuminated signs
- Pavement markings
- Mid-block, uncontrolled intersections & roundabouts

Level 2: Type C



- Regulatory signs
- Rectangular rapid flashing LED beacons
- Overhead illuminated signs
- X pavement markings
- Mid-block, uncontrolled intersections & roundabouts

Level 2: Type B



- Regulatory signs
- Pavement markings
- Mid-block, uncontrolled intersections & roundabouts

Level 2: Type D

FOR FUTURE CONSIDERATION

1. WBC balance carry forward: $4,300

   Consideration for spending
   - Bike to Work Day
   - Fireworks Bike Parking
   - Other?

2. Next Meeting Date - TBD

Committee Matters: SCM 110/2024

Subject: Minutes of the Essex-Windsor Solid Waste Authority (EWSWA) Regular Board of its meeting held February 6, 2024

Moved by: Councillor Mark McKenzie
Seconded by: Councillor Gary Kaschak

Decision Number: **ETPS 994**
THAT the minutes of the Essex-Windsor Solid Waste Authority (EWSWA) meeting held February 6, 2024 **BE RECEIVED**.
Carried.

Report Number: SCM 101/2024

Clerk's Note:

1. Please refer to Item 7.2 from the Environment, Transportation & Public Safety Standing Committee held on April 24, 2024.

2. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20240425/-1/10479

Committee Matters: SCM 101/2024

Subject: Adoption of the Essex-Windsor Solid Waste Authority (EWSA) Regular Board of its meeting held February 6, 2024

Essex-Windsor Solid Waste Authority
Regular Board Meeting
MINUTES

Meeting Date: **Tuesday, February 6, 2024**

Time: **4:00 PM**

Location: **Essex County Civic Centre**
Council Chambers, 2nd Floor
360 Fairview Avenue West
Essex, Ontario N8M 1Y6

Attendance

Board Members:

Gary Kaschak –Chair	City of Windsor
Kieran McKenzie	City of Windsor
Jim Morrison	City of Windsor
Mark McKenzie	City of Windsor
Fred Francis	City of Windsor
Gary McNamara – Vice Chair	County of Essex
Hilda MacDonald	County of Essex
Michael Akpata	County of Essex
Rob Shepley	County of Essex

EWSWA Staff:

Michelle Bishop	General Manager
Steffan Brisebois	Manager of Finance & Administration
Cathy Copot-Nepszy	Manager of Waste Diversion
Tom Marentette	Manager of Waste Disposal
Madison Mantha	Project Lead
Teresa Policella	Executive Assistant

City of Windsor Staff:

Shawna Boakes	Executive Director of Operations
Anne-Marie Albidone	Manager of Environmental Services
Tony Ardovini	Deputy Treasurer Financial Planning
Mark Spizzirri	Manager of Performance Management and Business Case Development

County of Essex Staff:

Mary Birch	Director of Council & Community Services/Clerk
Melissa Ryan	Director of Financial Services/Treasurer

Absent:

Drew Dilkens	City of Windsor (Ex-Officio)

1. Call to Order

The General Manager called the meeting to order at 3:59PM.

2. Welcome to New Board Member

The General Manager welcomed Board Member Councillor Fred Francis. Mr. Francis will be Windsor's 5th representative for 2024 and 2026. She thanked Mr. Walstedt for being on the Board for 2023. Mr. Walstedt will return to the Board in 2025.

3. Election of Chair and Vice Chair for 2024

The General Manager stated that per the agreement between the City of Windsor (City) and the County of Essex (County) that created the Authority, the positions of Chair and Vice Chair rotate between the City and the County on a yearly basis. She noted that for 2024, the Chair will be a City of Windsor Board member and the Vice Chair will be a County of Essex Board member.

The General Manager called for any declarations of pecuniary interest in regards to the elections of the Chair and Vice Chair. None were noted.

The General Manager called for nominations for the position of Board Chair among the City of Windsor representatives.

Board Member Kieran McKenzie nominated Board Member Gary Kaschak for Board Chair.

The General Manager called three (3) additional times for nominations for the position of Board Chair. There were no other nominations.

The General Manager asked Mr. Kaschak if he would stand for the position of Board Chair.

Mr. Kaschak accepted the nomination as Board Chair.

The General Manager declared Mr. Kaschak as Chair for 2024.

The General Manager asked for a motion for the nominations for Chair to be closed.

Moved by Rob Shepley
Seconded by Gary McNamara
THAT Gary Kaschak is named as Board Chair for the period ending December 31, 2024.

1-2024
Carried

The General Manager called for nominations for Vice Chair among the County of Essex representatives.

Board Member Hilda MacDonald nominated Board Member Gary McNamara for the position of Vice Chair.

The General Manager called three (3) additional times for nominations for the position of Board Vice Chair. There were no other nominations.

The General Manager asked Mr. McNamara if he would stand for the position of Board Vice Chair.

Mr. McNamara accepted the nomination of Board Vice Chair.

The General Manager declared Mr. McNamara as Vice Chair for 2024.

The General Manager asked for a motion for the nominations of Vice Chair to be closed.

Mr. McNamara acknowledged the passing of Carl Davison, former Colchester North Mayor and extended condolences to his family. He noted Mr. Davidson's leadership and his leadership in getting the Regional Landfill in Essex-Windsor area.

Moved by Hilda MacDonald
Seconded by Rob Shepley
THAT Gary McNamara is named as Board Vice Chair for the period ending December 31, 2024.

2-2024
Carried

4. Motion to Move In-Camera

Moved by Rob Shepley
Seconded by Gary McNamara

THAT the Board moved into a closed meeting pursuant to Section 239 (2) (k) of the Municipal Act, 2001, as amended for the following reason:

(k) A position, plan, procedure, criteria, or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipally or local board.

3-2024
Carried

Moved by Fred Francis
Seconded by Rob Shepley
THAT the EWSWA Board rise from the Closed Meeting at 4:38PM.

6-2024
Carried

5. Declaration of Pecuniary Interest

The Chair called for any declarations of pecuniary interest and none were noted. He further expressed that should a conflict of a pecuniary nature or other arise at any time during the course of the meeting that it would be noted at that time.

6. Approval of the Minutes

Moved by Jim Morrison
Seconded by Mark McKenzie
THAT the minutes from the Essex-Windsor Solid Waste Authority Regular Meeting, dated December 5, 2023, be approved and adopted.

7-2024
Carried

7. Business Arising from the Minutes

No items were raised for discussion.

8. Waste Diversion

A. 2025 Green Bin Program Plan Update

The Manager of Waste Diversion provided an overview and identified the key milestones that have been developed to support the 2025 launch of the Green Bin program. She referred to the graphic on page 15 of the agenda package.

The City and the Authority are both working to secure collection contracts for the weekly curbside collection of Source Separated Organics (SSO), which is the longest lead-time item. The City is currently finalizing its contract. Authority Administration will issue the Request for Proposals (RFP) in early February and will bring forward the recommendation to the Board at the April meeting.

The EXP Services Inc. (EXP.) Strategic Plan report presented in July 2023 recommended that the Authority construct two (2) transfer stations to support the delivery of SSO material. One transfer station would be located in Windsor and the other at the Regional Landfill (RL). The Authority has been working on these projects and has met with the Ministry of the Environment Conservation and Parks (MECP) to discuss these changes. Authority Administration has engaged a consultant to evaluate the feasibility of a transfer station for delivery of SSO at both locations. Administration will bring forward additional information at a future meeting.

Authority Administration will also be working with a marketing consultant to develop a promotion and education (P&E) program to roll out the Green Bin program. The P&E program will begin with the annual Earth Day event in 2024.

Another milestone is the procurement of carts for SSO in the third quarter. The industry standard is to procure carts a year ahead of the launch date. The best practice is to deliver the cart and supplies to residents one month before the program launch.

Authority Administration will continuously evaluate staffing requirements for this program, i.e. P&E, customer service, training, and onboarding in order to launch the program. The Authority will also look at customer service software to track and respond to issues.

There are no immediate financial implications. Any implications will be incorporated into the appropriate budget.

Mr. Morrison asked if Administration is comfortable saying that there are no financial implications in 2024, i.e. down payments. He asked if there should be some costs incorporated in the 2024 budget.

The Manager of Waste Diversion stated that funds have been allocated in the 2024 budget for certain aspects of the program but the majority of the costs will be incurred in 2025. The carts are being procured early so that the Authority is scheduled for delivery for the launch. She noted that collectors typically require no money upfront but will receive payment when the program starts.

The General Manager provided a summary of the costs included in the 2024 Operational Plan and Budget.

The General Manager noted that this will be a new endeavor and there will be new funding. In 2019, the Authority proactively allocated excess funds into a Waste Diversion Reserve. The funds in this reserve will be used for some of the one-time costs required to develop the program. Administration is comfortable with the figures included in the budget document and noted that any additional 2024 expenditures or unbudgeted variances will come from this reserve.

Mr. Shepley asked why Amherstburg, Kingsville and Leamington is starting so much later than the other municipalities.

The General Manager stated that municipalities will begin in late 2025 or when the individual existing waste contracts expire.

Moved by Hilda MacDonald
Seconded by Rob Shepley

THAT the Board receive the report as information.

8-2024
Carried

B. County Recycling Collection Contract Extension – City of Windsor

The General Manager provided an overview of the report and stated that the expenditure for the extension was included in the 2024 Budget, however, a Board resolution was required to execute the extension document.

Moved by Fred Francis
Seconded by Kieran McKenzie
THAT the Board APPROVE the extension and the Chair and General Manager BE AUTHORIZED to sign an extension to the agreement with the City of Windsor to provide recycling collection services in the County of Essex for the renewal period from January 1, 2024 until August 27, 2024.

9-2024
Carried

C. Rural Ontario Municipal Association Conference Delegation Update

The General Manager provided an update regarding the Authority delegation presentation at the Rural Ontario Municipal Association (ROMA) conference on January 23, 2024, regarding the collection of Blue Box materials from Non-eligible sources (NES). The Essex County Warden and Authority Board member Hilda MacDonald, County of Essex CAO, Sandra Zwiers and the Authority General Manager attended the conference to present to Mr. John Yakabuski, Parliamentary Assistant to the Minister and other representatives from the MECP.

The General Manager stated the presentation was very brief but highlighted many of the challenges. She noted some of the comments received.

Mr. Kieran McKenzie noted that the letter received from Mr. Yakabuski did not provide a timeline. He asked if feedback has been received.

The General Manager noted that the letter received was likely the standard letter provided to all delegates. She stated that a follow-up email has been received from a MECP staff member Mr. Marc Peverini asking for additional information regarding the Region's program.

Mr. Kieran McKenzie stated that we have to keep talking about this issue. He asked if the Authority has engaged the local provincial members.

The General Manager stated that letters had been sent to the four (4) local MPPs. She noted that she received a phone call from MPP Andrew Dowie asking how the ROMA delegation went and he said he would provide a letter.

Mr. Dowie is in contact with the MECP and will continue to push forward the issue.

Mrs. MacDonald commended the General Manager's presentation. She commented that the MECP staff were very engaged. She also noted that a response is not always received from these delegations but we still need to do this.

Moved by Hilda MacDonald
Seconded by Fred Francis
THAT the Board receive the report as information.

10-2024
Carried

9. Waste Disposal

A. Appointment of Board Member to the Regional Landfill Liaison Committee for 2024

The Chair called for nominations to appoint a Board member to the Regional Landfill Liaison Committee.

Kieran McKenzie nominated Board member Michael Akpata.

The Chair called for other nominations.

There were no other nominations.

The Chair asked Mr. Akpata if he accepted the nomination.

Mr. Akpata accepted the nomination.

Moved by Kieran McKenzie
Seconded by Gary McNamara
THAT the Board appoint Michael Akpata, who is not a member of the Council of the Town of Essex, to the Landfill Liaison Committee for a one-year term for 2024.

11-2024
Carried

10. Update on Reverse Osmosis System (Verbal Report)

The Manager of Waste Disposal provided an update on the new Reverse Osmosis (RO) system at the Regional Landfill (RL).

On December 22, 2023, the Authority received final contractor verification approval for Hydro One to connect power.

On January 7, 2024, the Rochem containers arrived at the RL from Germany and were lifted into position and three (3) large process water storage tanks were set in place.

Hydro One connected power on January 24, 2024.

As of February 5, 2024, all inter-connection plumbing between the Rochem containers and storage tanks had been completed.

Rochem is scheduled to be on site on February 20, 2024, to begin commissioning the plant for operation. While there is a learning curve, the goal is to maximize the plant capacity based on a 24-hour operation.

Once the level of comfort with the operation of the plant has been reached, the Authority will engage the MECP to discuss testing and regulatory requirements to permit ultimate discharge of processed water to the road drain.

The Manager of Waste Disposal thanked the Board and Administration for their support and the opportunity to provide a sustainable solution for the treatment of leachate. He commended Authority staff who have gone above and beyond to get the plant ready for launch. He extended an invitation to all Board members to tour this "state of the art" plant.

Mr. Kieran McKenzie asked what is the timeline for the full launch.

The Manager of Waste Disposal stated that personnel from Rochem will be onsite at the landfill on February 20, 2023 and will at site for 2-3 weeks.

Mr. Kieran McKenzie asked when would the MECP come in once the system is up and running.

The Manager of Waste Disposal stated that probably within two (2) months. The Authority will have more of a comfort level and this will give time to test and receive some lab results.

Mr. Shepley asked what will the Authority do with the loads that have been treated. He asked if they will still be delivered to Windsor.

The Manager of Waste Disposal stated that the loads will still be delivered to Pollution Control.

Moved by Kieran McKenzie
Seconded by Rob Shepley
THAT the Board receive the verbal report as information.

12-2024
Carried

11. Finance & Administration

A. 2024 Operating Plan and Budget Status Update

The Manager of Finance and Administration stated that as of January 29, 2024, the 2024 Operating Plan and Budget has been fully approved by both the County and the City.

Moved by Gary McNamara
Seconded by Fred Francis
THAT the Board receive the report as information.

13-2024
Carried

B. 2024 Operating Plan and Budget – 2023 Projection Update and 2024 Large Volume Customer Update

The Manager of Finance and Administration stated that the purpose of the report is to provide an update regarding the 2023 projected and 2024 budgeted revenue and expenditure figures which formed the 2024 budget.

The 2024 budget included some estimates which were used to derive the projected 2023 revenue and expenditure figures. Some of the significant variances included the following:

- An increase in the Industrial Commercial and Institutional (ICI) Landfillable Revenues which is due to an increase in ICI Landfillable waste and contaminated soil of approximately 33,500 tonnes. This resulted in approximately $760,000 of additional revenue. The majority of the increase is a result of unprojected greenhouse vines delivered from a large volume waste hauling customer.

- The delay in the RO plant which resulted in a delay in costs associated with the rental and operational costs associated with the plant. The costs were projected to be approximately $125,000.

Other risks associated with revenue included in the 2024 budget are the minimum put-or-pay tonnages from large volume haulers. At the time of forming the 2024 budget, two large volume haulers contracts were set to expire at the end of 2023. On January 1, 2024, both haulers signed a minimum put-or-pay contract, however, at different tonnage amounts than in 2023.

The additional revenues and delay in operation of the RO plant will serve to decrease the 2023 operating deficit.

The resulting changes from the hauler's minimum put-or-pay contracts are not anticipated to impact the 2024 budget since at the time the 2024 budget was

formed, Administration included two minimum put-or-pay contacts for 1,001 tonnes and 10,001 respectively.

The full year-end report will be presented to the Board in May when the 2023 audit is completed by KPMG.

The Chair asked if there were any questions. No questions were asked.

Moved by Rob Shepley

Seconded by Mark McKenzie
THAT the Board approve receive the report as information.

14-2024
Carried

12. New Business

No items were raised for discussion.

13. Other Items

No items were raised for discussion.

14. By-Laws

A. By-Law 1-2024

Moved by Jim Morrison
Seconded by Mark McKenzie
THAT By-Law 1-2024 to Authorize the Extension of Agreement with the City of Windsor to Provide Recycling Collection Services in the County of Essex for the renewal period from January 1, 2024 until August 27, 2024.

15-2024
Carried

B. By-Law 2-2024

Moved by Mark McKenzie
Seconded by Fred Francis
THAT By-Law 1-2024, being a By-law to Confirm the Proceedings of the Board of the Essex-Windsor Solid Waste Authority be given three readings and be adopted this 6th day of February, 2024.

16-2024
Carried

15. Next Meeting Dates

Tuesday, March 5, 2024
Wednesday, April 10, 2024
Tuesday, May 7, 2024
Tuesday, June 4, 2024
Wednesday, July 10, 2024
Wednesday August 14, 2024 – Note: This meeting will start at 3:00PM
Wednesday, September 11, 2024
Wednesday, October 9, 2024
Tuesday, November 5, 2024
Tuesday, December 3, 2024

16. Adjournment

Moved by Gary McNamara
Seconded by Fred Francis
THAT the Board stand adjourned at 5:21PM.

17-2024
Carried

All of which is respectfully submitted.

Gary Kaschak
Chair

Michelle Bishop
General Manager

THE CITY OF WINDSOR ONTARIO, CANADA

Committee Matters: SCM 111/2024

Subject: Response to CQ 24-2023 Regarding Minimum Standards, Vendor Warranties, and Construction Policies for Road Repair, Sewer Infrastructure, and Road Rehab Projects - City Wide

Moved by: Councillor Mark McKenzie
Seconded by: Councillor Renaldo Agostino

Decision Number: **ETPS 995**
THAT the report of the Commissioner of Infrastructure Services dated November 10, 2023 entitled "Response to CQ 24-2023 Regarding Minimum Standards, Vendor Warranties, and Construction Policies for Road Repair, Sewer Infrastructure, and Road Rehab Projects - City Wide" **BE RECEIVED** for information and discussion; and,

THAT the report of the Commissioner of Infrastructure Services dated November 10, 2023 entitled "Response to CQ 24-2023 Regarding Minimum Standards, Vendor Warranties, and Construction Policies for Road Repair, Sewer Infrastructure, and Road Rehab Projects - City Wide" **BE REFERRED** to the 2025 Budget Deliberation meeting to provide options to increase the quality control program; and,

THAT administration **BE REQUESTED** to conduct a thorough review of the 2025/2026 projects to determine whether there may be an opportunity to adopt an expedited schedule, including working off hours and weekends, especially on the main thoroughfares.
Carried.
Councillor Gary Kaschak voting nay.

Report Number: S 44/2024
Clerk's File: SW2024

Clerk's Note:

1. The recommendation of the Environment, Transportation & Public Safety Standing Committee and Administration are **NOT** the same.

2. Please refer to Item 8.1 from the Environment, Transportation & Public Safety Standing Committee held on April 24, 2024.

3. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20240425/-1/10479

Subject: Response to CQ 24-2023 Regarding Minimum Standards, Vendor Warranties, and Construction Policies for Road Repair, Sewer Infrastructure, and Road Rehab Projects - City Wide

Reference:

Date to Council: April 24, 2024
Author: Mark Winterton
Commissioner of Infrastructure Services
mwinterton@citywindsor.ca
(519) 255-6247 ext. 6415

Public Works – Operations – City Engineer
Report Date: April 5, 2024
Clerk's File #: SW2024

To: Mayor and Members of City Council

Recommendation:

THAT the report of the Commissioner of Infrastructure Services dated November 10, 2023 in response to CQ 24-2023 which asked Administration to provide a report to Council regarding construction projects specific to road repair, sewer infrastructure and road rehab, including policies and procedures, minimum standards and vendor warranties **BE RECEIVED** for information and discussion.

Executive Summary:

N/A

Background:

At its August 8th, 2023 meeting of Council, Councillor Mark Mckenzie asked the following question:

> **CQ 24-2023**
> *"Asks that administration provide a report to Council regarding construction projects, specific to road repair, sewer infrastructure and road rehab, including policies and procedures, minimum standards and vendor warranties for review."*

A response to CQ 24-2023 originally came to the Environment, Transportation, & Public Safety Standing Committee on November 29th, 2023, where it was deferred to a future Environment, Transportation, & Public Safety Standing Committee meeting to allow for Administration to provide more information.

In order to address the CQ in a more comprehensive fashion, this report was subsequently created. The original report, S 155/2023, is appended as Appendix 7.

Discussion:

The City of Windsor, throughout years of construction practice, has developed a comprehensive set of reference documents and specifications to guide the planning, design, and construction of municipal linear infrastructure in the city. These documents are crucial resources for various stakeholders, including City staff, engineers, consultants, contractors, developers, and the general public. They undergo regular reviews and updates to ensure they remain aligned with evolving construction standards, best practices, and regulatory requirements.

To maintain the quality and consistency of the City of Windsor's construction projects, a Standard Specification Review Committee is in place. This committee comprises internal staff members from various divisions within the Operations Department and Engineering Department, including Corporate Projects, Design, Development, Contracts, Maintenance, and Field Services. The Committee has been convening since January 2010 and plays a critical role in reviewing and updating the City's Standard Specifications and introducing new specifications and drawings.

Adhering to industry best practices, the City collaborates with organizations like the Windsor Heavy Construction Association before releasing new or updated Standard Specifications. This collaborative approach enables Administration to gather valuable insights and recommendations from industry experts who may be aware of first-hand recent innovative construction methods, materials and specification changes. These insights are then presented to the City's Standard Specification Review Committee for further evaluation and discussion.

The City of Windsor Standard Specification is primarily based on the Ontario Provincial Standard Specifications (OPSS) with minor adjustments to suit localized situations. The Ontario Provincial Standards (OPS) are a unified set of standards for roads and public works infrastructure in Ontario. Windsor's modifications allow these standards to be effectively applied to the city's urban and rural road network, ensuring consistency and uniformity in roadwork practices.

Originally developed in the 1970s by the Ministry of Transportation Ontario (MTO) and the Municipal Engineers Association (MEA) with input from other partner organizations, the OPS has undergone continuous updates, refinements, and expansions since its inception. These updates are driven by the efforts of more than one hundred engineering, government, and construction industry experts who participate in the OPS's nine specialty and three management committees. They base their updates on research into the real-world performance of infrastructure-building materials and techniques, advances in infrastructure science and education, and on-the-job experience from the OPS's various partners, particularly the Ministry of Transportation Ontario (MTO), the Municipal Engineer Association (MEA) and its construction industry committee members. These ongoing efforts result in biannual updates, published every April and November, offering a science-based, detailed guide for municipalities to

design, specify, and build safe, durable infrastructure, either directly or through third-party suppliers.

In addition to the City's Standard Specifications, the Standard Specification Review Committee has created an internal document known as "Supplemental Specifications and Mandatory Procedures and Practices (SSMPP)." This document addresses any gaps or missing updates in the Standard Specifications and is periodically reviewed alongside new or updated Standard Specifications to maintain its relevance.

All construction projects, including roads, boulevards, sidewalks, sanitary and storm sewers, are required to conform to City of Windsor Standard Specifications and Drawings. The Project Engineer, the Field Supervisor and the Construction Technologist are deployed to ensure that all construction activities comply with the established contract terms and City of Windsor Standards Specifications and Drawings.

Maintaining a focus on Quality Assurance (QA) is a priority at every stage of a construction project, from sub-base inspections to granular placement and surface course installation. This ensures the project is delivered as per the design and the standard specification requirements. Materials undergo rigorous testing as outlined in the City of Windsor standard specifications and according to various applicable standards, including but not limited to the standards set by the Canadian Standards Association (CSA), the American Society for Testing and Materials (ASTM) and the MTO. Administration ensures that testing is performed at industry-accepted frequencies and timing throughout the construction of different pavements, upholding the highest standards of quality and safety.

Below are some statistics on the City's Quality Assurance inspection and testing activities that were carried out in 2023 utilizing our own staff on Capital Projects for Engineering, Maintenance and Contracts projects as well as Parks Department projects:

Concrete Testing

273 sets of concrete cylinders were cast for compressive strength testing in our lab to confirm that the concrete supplied met the minimum strength requirements. An estimated 400 loads of concrete were tested on various projects by City staff. An additional 193 sets of concrete cylinders were cast on a couple of major Consultant projects in which the test results were reviewed and input was provided by City staff on a regular basis.

Hot Mix Asphalt Testing

162 samples of hot mix asphalt were obtained from project sites for determining mix property conformance with Ontario Provincial Standards Specifications for Hot Mix Asphalt. Asphalt cement samples were also collected on a regular basis for future testing as required. A relationship with asphalt suppliers has been developed and all Quality Assurance, Quality Control and Referee Test results are shared between the City and their suppliers.

Aggregate Sampling

507 aggregate samples were obtained from job sites, supplier's quarries, supplier's aggregate docks, asphalt and concrete plants. Testing was performed in the City's lab to assure the materials conform to Ontario Provincial Standards as well as City of Windsor Standard Specifications for gradation as well as Standard Proctor testing was carried out to assist staff in performing nuclear density and moisture determination testing (Compaction Testing).

Compaction Testing of Granular and Asphaltic Concrete Materials

Attended City project sites on 312 occasions to perform more than 1600 insitu density tests to confirm that project compaction requirements were being achieved. Performed compaction testing during watermain installation on joint Windsor Utility Commission/City of Windsor Projects to assure that the work was done to City Standards.

In addition, City staff:

- Inspected recycled concrete aggregate piles and visited supplier yards bi-weekly.
- Conducted investigative coring work and oversaw external investigative work.
- Procured qualified consultants for specialized testing as part of the Quality Assurance program.

Period of Maintenance:

The "Period of Maintenance" is the maintenance period or warranty specified in the Contract for the Work. It starts from the date of the Engineer's Notice of Substantial Performance of the Work or the completion of the Work if no substantial performance is involved in the contract. The condition of the Work completed under the Contract must be in good and perfect condition, except for fair wear and tear during the maintenance period. Unless otherwise specified, the Period of Maintenance is minimum one year.

The Contractor is responsible for delivering the Work to the Corporation in a condition as defined in the Contract at the end of the Period of Maintenance, to the satisfaction of the Engineer. The Contractor must carry out repair, amendment, reconstruction, rectification, and defect correction work as required by the Engineer in writing during the maintenance.

If the Contractor fails to promptly execute the required maintenance work after receiving notice from the representative of the Corporation, the Corporation can perform the work using its own workers or other Contractors. The cost of such work, if the Contractor was responsible for it, can be recovered from the Contractor or deducted from any amounts owed to the Contractor.

The contract is not considered complete until the Engineer signs a Letter of Assuming the Work, stating that the Work has been completed and maintained to their satisfaction.

City inspectors and supervisors diligently monitor projects to ensure that all defects are identified and addressed by contractors. One recent example is the sidewalks on Wellesley Avenue. The City's inspection and quality control programs have been very effective in ensuring the quality of City projects.

Efforts to Extend Road Longevity: Advances in Asphalt Quality

In response to concerns about the quality of asphalt pavement in Ontario, the Ontario Hot Mix Producers Association (OHMPA) formed the Quality of Pavement Task Force in late 2014. Comprising industry experts, consultants, and academics, the Task Force examined and improved aspects critical to asphalt pavement quality. They reviewed and revised standards for asphalt cement quality and its testing methods. Their efforts culminated in a set of refined guidelines and recommendations aimed at ensuring the long-term durability and sustainability of asphalt pavements.

Following an internal review, OHMPA extended an invitation to provincial and municipal stakeholders, including the City of Windsor, to collaborate with the Task Force.

Additionally, in 2015, the City of Windsor sought the expertise of Dr. Simon Hesp, a Chemical Engineering professor at Queen's University with a specialization in asphalt technology. Dr. Hesp's research focused on the durability and longevity of asphalt materials. His findings indicated that asphalt quality is a crucial factor affecting the condition of Windsor's roads, with the area's distinct freeze-thaw cycles further exacerbating road wear.

Due to the concerted efforts of the Quality of Pavement Task Force, today's asphalt mixtures are significantly higher in quality compared to those used in the past. This has led to a decrease in roads exhibiting signs of premature failure. The introduction of higher-quality and better-blended asphalt cement has resulted in roads constructed in recent years being expected to outlast those built 7 to 10 years ago with lesser quality asphalt mixtures.

Additionally, an asset management plan established in 2015 for road maintenance will assist in enhancing the lifespan of the city's road infrastructure.

The City of Windsor's engagement on provincial committees is crucial, as it allows for direct input and influence on the evolving specifications for asphalt cement (AC). Representatives from the City of Windsor sit on pivotal bodies, including the OPSS Pavements Committee and the Quality of Asphalt Pavement Task Force, ensuring that municipal concerns and perspectives are integrated into provincial standards and practices. This involvement is essential for the City to adopt and adapt provincial updates to its local standards, which in turn influences the quality and longevity of municipal infrastructure projects.

The City of Windsor remains committed to actively utilizing the outcomes and best practices shared by the Quality of Asphalt Pavement Task Force to further extend the longevity of its roads. These efforts are aimed at prolonging the life of road surfaces, ultimately supporting the goal of achieving more sustainable and cost-effective infrastructure.

Recently, the City of Windsor's approach to quality and sustainability in road construction has been recognized by the Toronto Area Road Builders Association (TARBA), who recently met with representatives of the City's Public Works Department to discuss our Quality Assurance (QA) Recycled Aggregate Program. They are attempting to implement a QA program in the GTA that models the City's program. The interest from an external organization serves as an acknowledgment of the City's role as a leader in QA Recycled Aggregate. The City of Windsor is proud to offer insights into our QA processes to any municipalities seeking to enhance their road construction specifications.

Impacts on Residents and Businesses

Construction can be disruptive, yet it represents a temporary trade-off for long-term enhancements. Recognizing its impact, the City takes peak business times and seasons into consideration when planning construction activities.

The City is committed to supporting impacted businesses. They are engaged early in the planning process, and access to their establishments is maintained, with signage prominently posted to guide customers. These measures help reduce the occurrence of claims for financial loss due to construction, known as 'injurious affection.'

For critical infrastructure projects, Windsor is prepared to adopt an expedited construction schedule to minimize disruption while still ensuring that quality and safety standards are upheld. Such measures are considered on a case-by-case basis, with due consideration given to associated costs. For example, the upcoming work on the E.C. Row Expressway will be performed expediently, ensuring this critical infrastructure is completed promptly and without compromising quality and safety.

Reference Documents

Listed below are the City's various reference documents and specifications – all which are available on the City's website at:

https://www.citywindsor.ca/business/buildersanddevelopers/Pages/Builders-and-Developers.aspx

Reference Documents and Specifications

1. **Stormwater Management Requirements (December 6, 2018):**
    - Specific to the Windsor/Essex Region.
    - Defines stormwater management standards.
2. **Engineering Best Practices (BP):**
    - Includes guidelines for various aspects, such as sewers, driveways, right-of-way, and miscellaneous items.
    - Ensures high-quality and efficient projects.

3. **Supplementary Specifications and Mandatory Procedures and Practices (January 2023):**

    - Mandatory for all City contracts, taking precedence over other specifications.
    - Require explicit approval from the City Engineer for any changes.

4. **Standard Specifications (as of January 19, 2023):**

    - Covers various aspects of construction, such as sewers, concrete work, pavement, and more.
    - Provides detailed standards for materials and workmanship.

5. **Standard Engineering Drawings Index:**

    - Contains a comprehensive list of standard engineering drawings for various infrastructure components.
    - Ensures consistency in design and construction.

6. **Construction Technologist Inspection Manual (Updated 2023):**

    - Outlines roles and responsibilities for field services construction technologist staff inspection.

7. **General Conditions:**

    - Defines key terms and provisions related to contract administration.
    - Covers matters such as contract documents, administration, responsibilities, and payment.

Indexes or links to these documents are attached as Appendices to this report.

Risk Analysis:

The City of Windsor's reference documents and specifications are essential criteria and tools for all stakeholders involved in municipal linear infrastructure projects. They provide guidance, are enforceable, ensure quality, and uphold safety and environmental standards. Regular reviews and updates ensure that these documents remain current and effective, facilitating the continued development, upgrading and maintenance of the City's infrastructure.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

There are no financial impacts identified with receiving this information report.

Consultations:

Jane He, Engineer III – Construction Standards Lead

Shawna Boakes, Executive Director, Operations

Phong Nguy, Manager, Contracts Field Services & Maintenance

Andrew Lewis, Coordinator, Right of Way & Field Services

Aaron Farough, Senior Legal Counsel

Rob Slater, Executive Initiatives Coordinator

Conclusion:

The City of Windsor's reference documents and specifications play a vital role in guiding, enforcing, maintaining quality, and upholding safety and environmental standards in municipal linear infrastructure projects. The regular review and updates of these documents are crucial for ensuring their ongoing relevance and effectiveness in supporting the City's infrastructure development, upgrading and maintenance efforts.

Planning Act Matters:

N/A

Approvals:

Name	Title
Shawna Boakes	Executive Direction, Operations
Mark Winterton	Commissioner, Infrastructure Services / City Engineer
Joe Mancina	Chief Administrative Officer

Notifications:

N/A

Appendices:

Appendix 1 - Engineering Best Practices

Appendix 2 – Appendix 2 - Supplementary Specifications and Mandatory Procedures and Practices (January 2023)

Appendix 3 - Standard Specifications (as of January 19, 2023)

Appendix 4 - Standard Engineering Drawings Index

Appendix 5 - Construction Technologist Inspection Manual

Appendix 6 – General Conditions

Appendix 7 - Report S 155/2023

Appendices:

Appendix 1 - Engineering Best Practices

BP1 - Sewers

BP2 - Driveways & Access

BP3 - Right-of-Way

BP4 – Miscellaneous such as:

- Oil and Grit Separator
- Development Securities
- Pavement Widening on Local Roads
- Servicing Charges and Sewerage Fees
- Environmental Pollution Liability
- Canada Post Community Mailboxes

Appendix 2 - Supplementary Specifications and Mandatory Procedures and Practices (January 2023)

These specifications, procedures, and practices are mandatory for all City contracts, taking precedence over City of Windsor General Specifications and Ontario Provincial Standard Specifications. Any changes or revisions to these specifications require explicit approval from the City Engineer.

https://www.citywindsor.ca/business/buildersanddevelopers/Documents/SSMPP%20REVISED%20-%20January%202023.pdf

Appendix 3 - Standard Specifications (as of January 19, 2023)

Index to Standard Specifications (January, 2023)

1. S-1 - Sewers (January, 1999)
2. S-2 - Maintenance Holes and Catchbasins (March, 2018)
3. S-3 - Earth Excavation (Grading) and Structural Removal (January, 1976)
4. S-4 - Granular Base & Aggregates (February, 2022)
5. S-5 - Concrete Curbs and Gutter Systems (April, 2022)
6. S-6 - Concrete Sidewalk and Driveway Approaches (April, 2022)
7. S-7 - Concrete Pavement and Concrete Base (April, 2022)
8. S-8 - Sewer Pipeline and Culvert Rehabilitation by Cured-In-Place Pipe (February, 2022)
9. S-9 - Concrete (February, 2022)
10. S-10 - Hot Mix Asphalt (February, 2022)
11. S-11 - Culverts, Headwalls, and Roadside Drainage (May, 2017)
12. S-12 - Borehole Investigations (January, 2023)
13. S-13 - Weighing of Materials (July, 2012)
14. S-14 - Sodding (February, 2022)
15. S-15 - Seeding (February, 2022)
16. S-16 - Perforated Corrugated Pipe Sub-Drains (January, 2015)
17. S-17 - Reinforcing Steel (May, 2017)
18. S-18 - Routing and Sealing (July, 2012)
19. S-19 - Cleaning of Gravity Sewers, Manholes, and Catchbasins (January, 2015)
20. S-20 - Vacant
21. S-21 - Vacant
22. S-22 - Vacant
23. S-23 - Maintenance Painting of Structural Steel (January, 2015)
24. S-24 - Unshrinkable Backfill (July, 2012)

25. S-25 - Vacant
26. S-26 - Vacant
27. S-27 - Vacant
28. S-28 - Full and Partial Depth Reclamation with Expanded Asphalt Stabilization (July, 2012)
29. S-29 - Utility Cuts Restoration (August, 2012)
30. S-30 - Bridges (February, 2022)
31. S-31 - Keyhole Excavation (July, 2012)
32. S-32 - CCTV Sewer Inspection (February, 2022)
33. S-33 - Winter Control Snow Plowing, Salting and Snow Removal Activities (January, 2015)
34. S-34 - Topsoil (June, 2022)
35. S-35 - Replacement of Private Drain Connections (May, 2022)
36. S-36 - Preservation of Trees (May, 2017)
37. S-37 - Dust Control (July, 2012)
38. S-38 - Prevention of Debris from Entering Existing Sewer Systems (July, 2012)
39. S-39 - Backfill and Utilities (January, 2015)
40. S-40 - Installation Method of Traffic Signage Disturbed by Construction (July, 2012)
41. S-41 - Open Graded Drainage Layer (January, 2015)
42. S-42 - Cold Milling of Asphalt Pavement (January, 2015)

Appendix 4 - Standard Engineering Drawings Index

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AS-101B	Standard Legend Symbols (September 1973)
AS-102	Project Sign (January 2016)
AS-103	Detail of Stamp (January 1976)
AS-104	Bench Mark (January 1976)
AS-105	Rainfall Intensity Curve (June 1975)
AS-106	Barrier Post (January 1976)
AS-106A	Removable Barrier Post (December 1975)
AS-106B	Barrier Post (with Steel Reinforcement) (March 1977)
AS-201	Concrete Alley Pavement (March 1973)
AS-203	Commercial Drive - Asphalt (October 2015)
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AS-205	Sodding of Side Slopes (May 1975)
AS-206A	Standard Utility Cross-Section (17m Right-of-Way) (January 1980)
AS-206B	Standard Utility Cross-Section (22m Right-of-Way) (January 1980)
AS-206C	Standard Utility Cross-Section (15m Right-of-Way) (October 2015)
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AS-207B	Utility Restoration for Flexible Base Pavement (August 2012)
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AS-208	Standard & Superelevated Curb & Gutter for Residential Roads (February 2018)
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AS-209A	Backfill of Ditch/Swale/Trench (June 2018)
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AS-305	Detail of Typical Manhole Step (June 1975)
AS-307	Standard Goss Gully Trap (August, 2014)
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AS-311	Spacing for Pipes and Pipe-Arches (May 1975)
AS-312	Beam Supports for Pipes Crossing Trench (July 1975)
AS-313	Private Drain Connection Details (Single) (December 2015)

AS-314A	Precast Maintenance Hole 1200mm Diameter (March 2017)
AS-314B	Precast Maintenance Hole 1500mm Diameter (March 2017)
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AS-314E	Precast Maintenance Hole 3000mm Diameter (October 2005)
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AS-321	Catch Basin Box-Out for Asphalt Pavement (August 1978)
AS-325	Private Drain Connection Cleanout at Property Line as required by By-law 4921 (July 2013)
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AS-403	Commercial Concrete Sidewalk (December 2021)
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AS-506	Reconstruction of Integral Sidewalk, Curb and Gutter (August 1976)
AS-507	Guidelines for Tunneling Lengths Near or at Trees (August 1998)
AS-508	Ornamental Residential Street Light - Type III (May 1980)
AS-509	Standard Residential Street Light - Type I (May 1980)
AS-510	Post Top Residential Street Light - Type II (August 1980)
AS-511	Contemporary Luminaire Standard (July 1982)
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AS-515	Sub Drain at Catch Basin (July 1987)
AS-516	Median End Treatment (November, 1987)

AS-519	Granular Backfill: Entire Trench Granular "B" Type I (April 2004)
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AS-522	Ornamental Street Light Double Luminaire - Type III (April 1994)
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AS-535	Temporary Asphalt Catchbasin Box-Out (June 2002)
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AS-538	Installation Method of Traffic Signage Disturbed by Construction (January 2011)
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AS-540	Typical Concrete Bus Bay Detail (March 2011)
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AS-549	Truncated Dome Tactile Surface Indicators (August 2013)
AS-550	Temporary Lot Drainage (August 2013)
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AS-553	Self Leveling Maintenance Hole Frame & Cover in Concrete Pavement (March 2014)
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AS-557	Sub-drain detail for Asphalt and Concrete Pavement (June 2015)
AS-558	Manhole Support Plate for Brick Manhole Levelling (January 2016)
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Appendix 5 - Construction Technologist Inspection Manual

ROLES & RESPONSIBILITIES FOR FIELD SERVICES CONSTRUCTION TECHNOLOGIST STAFF INSPECTION

Updated 2023

https://www.citywindsor.ca/business/buildersanddevelopers/Documents/Construction-Technologist-Inspection-Manual.pdf

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- GC 3.01 ENGINEERS AUTHORITY
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- GC 4.05 ACCESS TO PROPERTIES ADJOINING THE WORK AND INTERRUPTION OF UTILITY SERVICES
- GC 4.06 APPROVALS AND PERMITS
- GC 4.07 EXCESS MATERIALS AND DISPOSAL
- GC 4.08 TRAFFIC AND PARKING SIGNS
- GC 4.09 SIDE CASTING
- GC 4.10 NOTICE TO OWNERS
- GC 4.11 ARTIFACTS
- GC 4.12 PATENT RIGHTS AND ROYALTIES

- GC 4.13 FACILITIES FOR OTHER CONTRACTORS
- GC 4.14 PRESERVATION OF TREES
- GC 4.15 SHRUBBERY
- GC 4.16 LABOUR CLASSIFICATION AND RATES
- GC 4.17 DUST CONTROL
- GC 4.18 EMPLOYMENT
- GC 4.19 LIMITATIONS OF OPERATIONS
- GC 4.20 CLEARANCE OF SITE ON COMPLETION
- GC 4.21 PERIOD OF MAINTENANCE

GC 5 MATERIAL

- GC 5.01 SUPPLY OF MATERIAL
- GC 5.02 QUALITY OF MATERIAL
- GC 5.03 REJECTED MATERIAL

GC 6 INSURANCE, PROTECTION AND DAMAGE

- GC 6.01 PROTECTION OF WORK, PERSONS AND PROPERTY
- GC 6.02 LIABILITY INSURANCE

GC 7 MEASUREMENT AND PAYMENT

- GC 7.01 QUANTITIES
- GC 7.02 WEIGHING GRANULAR MATERIALS
- GC 7.03 VALUATION OF VARIATIONS
- GC 7.04 VARIATIONS IN TENDER QUANTITIES
- GC 7.05 USE OF CONTINGENCY ITEMS
- GC 7.06 CLAIMS
- GC 7.07 SUPPLY OF PLANT AND MATERIAL
- GC 7.08 CERTIFICATES AND PAYMENTS
- GC 7.09 EXTRA WORK
- GC 7.10 PAYMENT FOR EXTRA WORK

Subject: Response to CQ 24-2023 Regarding Minimum Standards, Vendor Warranties, and Construction Policies for Road Repair, Sewer Infrastructure, and Road Rehab Projects

Reference:

Date to Council: November 29, 2023
Author: Chris Nepszy
Commissioner of Infrastructure Services
cnepszy@citywindsor.ca
(519) 255-6247 ext. 6415
Public Works - Operations
City Engineer

Report Date: November 10, 2023
Clerk's File #: SW2023

To: Mayor and Members of City Council

Recommendation:

THAT the report of the Commissioner of Infrastructure Services dated November 10, 2023 in response to CQ 24-2023 which asked Administration to provide a report to Council regarding construction projects specific to road repair, sewer infrastructure and road rehab, including policies and procedures, minimum standards and vendor warranties **BE RECEIVED** for information and discussion.

Executive Summary:

N/A

Background:

At its August 8th, 2023 meeting of Council, Councillor Mark Mckenzie asked the following question:

> **CQ 24-2023**
>
> *"Asks that administration provide a report to Council regarding construction projects, specific to road repair, sewer infrastructure and road rehab, including policies and procedures, minimum standards and vendor warranties for review."*

This report provides an overview of the primary reference documents and specifications available on the City's website related to construction projects specific to road repair, sewer infrastructure and road rehab.

Discussion:

The City of Windsor, throughout years of construction practice, has developed a comprehensive set of reference documents and specifications to guide the planning, design, and construction of municipal linear infrastructure in the city. These documents are crucial resources for various stakeholders, including City staff, engineers, consultants, contractors, developers, and the general public. They undergo regular reviews and updates to ensure they remain aligned with evolving construction standards, best practices, and regulatory requirements.

To maintain the quality and consistency of the City of Windsor's construction projects, a Standard Specification Review Committee is in place. This committee comprises internal staff members from various divisions within the Operations Department and Engineering Department, including Corporate Projects, Design, Development, Contracts, Maintenance, and Field Services. The Committee has been convening since January 2010 and plays a critical role in reviewing and updating the City's Standard Specifications and introducing new specifications and drawings.

Adhering to industry best practices, the City collaborates with organizations like the Windsor Heavy Construction Association before releasing new or updated Standard Specifications. This collaborative approach enables Administration to gather valuable insights and recommendations from industry experts who may be aware of first-hand recent innovative construction methods, materials and specification changes. These insights are then presented to the City's Standard Specification Review Committee for further evaluation and discussion.

The City of Windsor Standard Specification is primarily based on the Ontario Provincial Standard Specifications (OPSS) with minor adjustments to suit localized situations. The Ontario Provincial Standards (OPS) are a unified set of standards for roads and public works infrastructure in Ontario. Windsor's modifications allow these standards to be effectively applied to the city's urban and rural road network, ensuring consistency and uniformity in roadwork practices.

Originally developed in the 1970s by the Ministry of Transportation Ontario (MTO) and the Municipal Engineers Association (MEA) with input from other partner organizations, the OPS has undergone continuous updates, refinements, and expansions since its inception. These updates are driven by the efforts of more than one hundred engineering, government, and construction industry experts who participate in the OPS's nine specialty and three management committees. They base their updates on research into the real-world performance of infrastructure-building materials and techniques, advances in infrastructure science and education, and on-the-job experience from the OPS's various partners, particularly the Ministry of Transportation Ontario (MTO), the Municipal Engineer Association (MEA) and its construction industry committee members. These ongoing efforts result in biannual updates, published every April and November, offering a science-based, detailed guide for municipalities to design, specify, and build safe, durable infrastructure, either directly or through third-party suppliers.

In addition to the City's Standard Specifications, the Standard Specification Review Committee has created an internal document known as "Supplemental Specifications

and Mandatory Procedures and Practices (SSMPP)." This document addresses any gaps or missing updates in the Standard Specifications and is periodically reviewed alongside new or updated Standard Specifications to maintain its relevance.

All construction projects, including roads, boulevards, sidewalks, sanitary and storm sewers, are required to conform to City of Windsor Standard Specifications and Drawings. The Project Engineer, the Field Supervisor and the Construction Inspector are deployed to ensure that all construction activities comply with the established contract terms and City of Windsor Standards Specifications and Drawings.

Maintaining a focus on Quality Assurance (QA) is a priority at every stage of a construction project, from sub-base inspections to granular placement and surface course installation. This ensures the project is delivered as per the design and the standard specification requirements. Materials undergo rigorous testing as outlined in the City of Windsor standard specifications and according to various applicable standards, including but not limited to the standards set by the Canadian Standards Association (CSA), the American Society for Testing and Materials (ASTM) and the MTO. Administration ensures that testing is performed at industry-accepted frequencies and timing throughout the construction of different pavements, upholding the highest standards of quality and safety.

Period of Maintenance:

The "Period of Maintenance" is the maintenance period or warranty specified in the Contract for the Work. It starts from the date of the Engineer's Notice of Substantial Performance of the Work or the completion of the Work if no substantial performance is involved in the contract. The condition of the Work completed under the Contract must be in good and perfect condition, except for fair wear and tear during the maintenance period. Unless otherwise specified, the Period of Maintenance is minimum one year.

The Contractor is responsible for delivering the Work to the Corporation in a condition as defined in the Contract at the end of the Period of Maintenance, to the satisfaction of the Engineer. The Contractor must carry out repair, amendment, reconstruction, rectification, and defect correction work as required by the Engineer in writing during the maintenance.

If the Contractor fails to promptly execute the required maintenance work after receiving notice from the representative of the Corporation, the Corporation can perform the work using its own workers or other Contractors. The cost of such work, if the Contractor was responsible for it, can be recovered from the Contractor or deducted from any amounts owed to the Contractor.

The contract is not considered complete until the Engineer signs a Letter of Assuming the Work, stating that the Work has been completed and maintained to their satisfaction.

Listed below are the City’s various reference documents and specifications – all which are available on the City’s website at:

https://www.citywindsor.ca/business/buildersanddevelopers/Pages/Builders-and-Developers.aspx

Reference Documents and Specifications

1. **Stormwater Management Requirements (December 6, 2018):**
    - Specific to the Windsor/Essex Region.
    - Defines stormwater management standards.
2. **Engineering Best Practices (BP):**
    - Includes guidelines for various aspects, such as sewers, driveways, right-of-way, and miscellaneous items.
    - Ensures high-quality and efficient projects.
3. **Supplementary Specifications and Mandatory Procedures and Practices (January 2023):**
    - Mandatory for all City contracts, taking precedence over other specifications.
    - Require explicit approval from the City Engineer for any changes.
4. **Standard Specifications (as of January 19, 2023):**
    - Covers various aspects of construction, such as sewers, concrete work, pavement, and more.
    - Provides detailed standards for materials and workmanship.
5. **Standard Engineering Drawings Index:**
    - Contains a comprehensive list of standard engineering drawings for various infrastructure components.
    - Ensures consistency in design and construction.
6. **Construction Technologist Inspection Manual (Updated 2023):**
    - Outlines roles and responsibilities for field services construction technologist staff inspection.
7. **General Conditions:**
    - Defines key terms and provisions related to contract administration.
    - Covers matters such as contract documents, administration, responsibilities, and payment.

Indexes or links to these documents are attached as Appendices to this report.

Risk Analysis:

The City of Windsor's reference documents and specifications are essential criteria and tools for all stakeholders involved in municipal linear infrastructure projects. They provide guidance, are enforceable, ensure quality, and uphold safety and environmental standards. Regular reviews and updates ensure that these documents remain current and effective, facilitating the continued development, upgrading and maintenance of the City's infrastructure.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

There are no financial impacts identified with receiving this information report.

Consultations:

Jane He, Engineer III – Construction Standards Lead

Rob Slater, Executive Initiatives Coordinator

Conclusion:

The City of Windsor's reference documents and specifications play a vital role in guiding, enforcing, maintaining quality, and upholding safety and environmental standards in municipal linear infrastructure projects. The regular review and updates of these documents are crucial for ensuring their ongoing relevance and effectiveness in supporting the City's infrastructure development, upgrading and maintenance efforts.

Planning Act Matters:

N/A

Approvals:

Name	Title
Shawna Boakes	Executive Direction of Operations
Chris Nepszy	Commissioner, Infrastructure Services, City Engineer

Name	Title
Joe Mancina	Chief Administrative Officer

Notifications:

N/A

Appendices:

Appendix 1 - Engineering Best Practices
Appendix 2 - Supplementary Specifications and Mandatory Procedures and Practices (January 2023)
Appendix 3 - Standard Specifications (as of January 19, 2023)
Appendix 4 - Standard Engineering Drawings Index
Appendix 5 - Construction Technologist Inspection Manual
Appendix 6 – General Conditions

THE CITY OF WINDSOR ONTARIO, CANADA

Committee Matters: SCM 112/2024

Subject: Ad Hoc Administrative Alley Committee - City Wide

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Renaldo Agostino

Decision Number: **ETPS 996**
THAT the report of the Commissioner, Infrastructure Services dated April 5, 2024 entitled "Ad Hoc Administrative Alley Committee - City Wide" **BE RECEIVED** in response to Council's request for a specific proposed framework and work plan for the previously approved Alley Standards and Development Committee; and,

THAT Council **APPROVE** the development of a new Ad Hoc Alley Standards Committee as outlined in the report with the deliverables to support Council's goal of developing and enforcing a set of alley standards as amended; and,

THAT the Alley Standards Committee **REVIEW** and **CONSIDER** best practices to promote safety and security as an additional deliverable; and

THAT asset management plans **BE INCLUDED** in the analysis of activating those alley spaces; and,

THAT administration **BE DIRECTED** to report back to Council on an annual basis.
Carried.

Report Number: S 45/2024
Clerk's File: SW2024

Clerk's Note:

1. The recommendation of the Environment, Transportation & Public Safety Standing Committee and Administration are **NOT** the same.

2. Please refer to Item 8.2 from the Environment, Transportation & Public Safety Standing Committee held on April 24, 2024.

3. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20240425/-1/10479

Subject: Ad Hoc Administrative Alley Committee - City Wide

Reference:

Date to Council: April 24, 2024
Author: Mark Winterton
Commissioner, Infrastructure Services
(519) 255-6247 ext. 6356

Public Works - Operations
Report Date: April 5, 2024
Clerk's File #: SW2024

To: Mayor and Members of City Council

Recommendation:

That Council **RECEIVE** this report in response to their request for a specific proposed framework and work plan for the previously approved Alley Standards and Development Committee; and

That that Council **DIRECT** the development of a new Ad Hoc Committee as outlined in this report and that the Committee be directed to report back to Council

Executive Summary:

N/A

Background:

During the 2020 Budget Deliberations, City Council approved the following motion:

Decision Number: B9/2020

> *"That Administration **BE DIRECTED** to prepare a report for Council's consideration related to options for curbside garbage collection instead of alley collection city wide wherever possible."*

Report C 151/2020 was prepared and presented to the Environment Transportation and Public Safety Standing Committee on December 16, 2020. The Committee directed:

> *"THAT the report of the Manager, Environmental Services dated July 17th, 2020 entitled "A Review of Residential Waste Collection in Alleys" **BE DEFERRED** to a future meeting of the Environment, Transportation and Public Safety Standing Committee to allow for Administration to complete the related reports regarding minimum maintenance standards, and;*

*That those reports **BE BROUGHT FORWARD** for consideration at the same Environment Transportation and Public Safety Standing Committee Meeting."*

Council directed that the Residential Alley Garbage Collection Report and the Alley Minimum Maintenance Standards report be brought forward for consideration at the same time.

In July 2021, Council received report S 69/2021 regarding Alley Standards Development and directed the following:

THAT Administration BE DIRECTED to develop an Alley Standards and Development Committee as outlined in the report; and,

THAT the Alley and Standards Development Committee REPORT BACK to City Council on the capital and annual costs associated with developing, maintaining and enforcing a set of standards for all of the City's alleys.

The report indicated that the Committee was to be made up of various department and division representatives and stakeholders and would develop the City of Windsor's Alley Standards Policy. The Committee was to recommend potential levels of service, address potential alternative usages and appropriate signs and markings required with them, associated capital costs, annual operating costs, enforcement alternatives as well as any cost recovery modelling available. The committee was to also work with the Legal department to establish a language for the amended City By-law for Maintenance and Enforcement in an effort to regulate maintenance and address encroachments of various objects such as trees and shrubs in the alley space.

The committee was to report back to City Council on all of the aforementioned items, including the capital and annual costs associated with developing, maintaining and enforcing a set of standards for the City's grass and gravel alleys.

Administration, however, brought the Residential Alley Garbage Collection report separately as a decision with respect to residential alley garbage collection before issuing the next garbage collection tender was required because smaller, less efficient trucks are required for alley collection, while larger, more efficient trucks are used for curbside collection. The specific vehicle requirements (size) is a necessary item required in order for bidders to successfully bid on the City's next tender.

At the May 24, 2023 Environment, Transportation & Public Safety Standing Committee Meeting, the Committee directed that:

*That the report of the Manager, Environmental Services dated May 5, 2023 entitled "Move Residential Alley Garbage Collection to Curbside – City Wide" **BE REFERRED** back to Administration to allow for the Administrative report regarding Minimum Alley Maintenance Standards to be brought forward to the Environment, Transportation & Public Safety Standing Committee simultaneously, as soon as possible; and,*

*That information related to a potential test pilot program that would move residential garbage alley collection to curbside, in Ward 3 **BE INCLUDED** in the report.*

This report was brought to ETPS on July 26th, 2023and to City Council on September 5th, 2023. As a result, Council directed via **CR361/2023 ETPS 952**:

> *That the report of the Executive Direction, Operations, dated July 6, 2023 entitled Alley Maintenance Standards-City Wide **BE RECEIVED**; and,*
>
> *That Scenario 1: One-time funding from Reserves as outlined in the administrative report of the Executive Director, Operations **BE APPROVED**; and further,*
>
> *That Administration **BE REQUESTED** to report back to City Council with a specific proposed framework and work plan for the previously approved Alley Standards and Development Committee.*

This report outlines a foundational step necessary to developing, maintaining, and enforcing standards for the City's alleys as first outlined in Council Report S 69/2021.

Discussion:

To initiate the work identified in the previously mentioned S 69/2021 report, Administration proposes the creation of an ad hoc Alley Committee comprised of representatives from various City departments including:

- Public Works Operations;
- By-law Enforcement;
- Finance;
- Planning;
- Parks; and
- Legal.

The role of the ad hoc Alley Committee is to identify all paved alleys and classify them based on criteria such as usage, condition, and other relevant characteristics. The committee will identify alleys that are essential for providing current municipal services, such as waste collection. In addition, they will evaluate the potential for developing active transportation connections downtown as recommended in the Active Transportation Master Plan. This classification will guide the prioritization of future actions, including maintenance and enforcement.

Based on the priority level identified for alley maintenance, a set of enhanced enforcement standards is vital and will need to be developed. This is very similar and coincides with Council Question **CQ22-2023**, asked by Councillor M. McKenzie at the meeting of Council held on July 10, 2023.

> *"Asks that Administration be directed to provide options on targeted and pro-active enforcement in paved alleys to address garbage, vandalism, encampments, and land maintenance concerns up to and including any possible*

collaborative efforts that can be initiated with other City departments and resources."

A report from the Manager of Licensing & Enforcement is currently being drafted and will identify the availability of strategic compliance and enforcement responses based on current resources, which will include community outreach/education and targeted blitzes that utilize 311 data and Councillor/citizen feedback. The report is expected to be brought forward to Committee and Council during the second quarter of 2024.

The examination of grass alleys will also be undertaken by the Committee, evaluating the feasibility of the City initiating closures. This task coincides with the July 20, 2023 Council Question CQ 21-2023, , which *"asks that administration be directed to provide council with a feasibility report on the elimination of the alley closure application fee of $1505 (and other associated fees) to assist in the acceleration of closing residential alleys."*

The Planning Department is working on the requested report, with a targeted presentation date to the Development & Heritage Standing Committee in the second quarter of 2024. This report will also detail the factors that prolong the timeline for closing residential alleys and offer solutions for reducing it.

In terms of enhancing and revitalizing alleys, the ad hoc Alley Committee will explore developing criteria for such initiatives, recognizing that the impetus and financial support for these efforts are expected to originate from Business Improvement Areas (BIAs) and the private sector, rather than the City itself.

The work by the ad hoc Alley Committee is viewed as foundational in addressing Council's direction to developing, maintaining and enforcing a set of standards for the City's alleys.

In summary, the deliverables to support Council's goal of developing and enforcing a set of alley standards will be:

- Identify all paved alleys;
- Classify the alleys based on criteria such as usage, condition, and strategic relevance;
- Identify essential paved alleys for municipal services;
- Evaluate the potential for developing active transportation connections downtown as recommended in the Active Transportation Master Plan;
- Prioritize alleys for maintenance work, enforcement (as identified in the Manager, Licensing & Enforcement's report noted above which will identify the availability of strategic compliance and enforcement responses based on current resources) and alley closure candidates (including grass alleys); and
- Explore the conditions necessary for alley enhancement and revitalization, with an understanding that funding and initiative will come from BIAs and the private sector.

The Committee will undertake to report back to Council for consideration.

Risk Analysis:

The work described above will involve the dedication of time and effort from members of the ad hoc Administrative Alley Committee across various City departments, who must balance this work with other priorities.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

Beyond the time required for ad hoc Alley Committee members and departmental staff to carry out the work described in the report, no additional costs have been identified at this time. Through the work carried out by the Committee, any operational and/or capital funding requirements will be identified and will form part of the information brought back to Council for consideration.

Consultations:

Phong Nguy, Manager, Contracts, Field Services & Maintenance

Shawna Boakes, Executive Director of Operations / Deputy City Engineer

Craig Robertson, Manager, Licensing & Enforcement / Deputy Licence Commissioner

Greg Atkinson, Deputy City Planner - Development

James Chacko, Executive Director, Parks & Facilities

Natasha Gabbana, Senior Manager of Asset Planning

Aaron Farough, Senior Legal Counsel

Mark Spizzirri, Manager, Performance Measurement & Business Case Development

Rob Slater, Executive Initiatives Coordinator

Conclusion:

The work of the ad hoc Alley Committee is considered foundational for developing, maintaining, and enforcing standards for the City's alleys as outlined in Council Report S 69/2021.

Planning Act Matters:

N/A

Approvals:

Name	Title
Mark Winterton	Commissioner, Infrastructure Services
Joe Mancina	Chief Administrative Officer

Notifications:

N/A

Appendices:

Committee Matters: SCM 113/2024

Subject: Information regarding adding trees along the E.C. Row Expressway on the North and South sides between Walker Road and Howard Avenue - City Wide

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Gary Kaschak

Decision Number: **ETPS 997**
THAT the report of the Commissioner, Infrastructure Services & City Engineer dated April 5, 2024 entitled "Information regarding adding trees along the E.C. Row Expressway on the North and South sides between Walker Road and Howard Avenue - City Wide" **BE RECEIVED** for information.
Carried.

Report Number: S 47/2024
Clerk's File: SRT2024

Clerk's Note:

1. The recommendation of the Environment, Transportation & Public Safety Standing Committee and Administration are the same.

2. Please refer to Item 8.3 from the Environment, Transportation & Public Safety Standing Committee held on April 24, 2024.

3. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20240425/-1/10479

Subject: Information regarding adding trees along the E.C. Row Expressway on the North and South sides between Walker Road and Howard Avenue - City Wide

Reference:

Date to Council: April 24, 2024
Author: Mark Winterton
Commissioner, Infrastructure Services
(519) 255-6247 ext. 6356
mwinterton@citywindsor.ca

Public Works - Operations
Report Date: 2024-04-05
Clerk's File #: SRT2024

To: Mayor and Members of City Council

Recommendation:

THAT this report regarding adding trees along the E.C. Row Expressway between Walker Road and Howard Avenue **BE RECEIVED** for information.

Executive Summary:

N/A

Background:

At its September 6th meeting of Council, Councillor Kieran McKenzie asked the following question:

> **CQ 17-2022**
>
> *"Asks that Administration report back to Council on traffic noise along the EC Row corridor where sound mitigation measures are not in place close to sensitive land uses."*

At the May 24, 2023 Environment, Transportation & Public Safety Standing Committee meeting, the Committee directed that

> *ETPS 94 That the report of the Commissioner, Infrastructure Services dated May 4, 2023 entitled "Traffic Noise along the E.C. Row Corridor Close to Sensitive Land Uses without Sound Mitigation Measures – City Wide – CQ 17-2022" BE RECEIVED for information; and,*

That Administration BE REQUESTED to work with the Parks Department and City Forester to investigate opportunities to add trees along E.C. Row Expressway on the North and South sides between Walker Road and Howard Avenue.

This report is provided in response to the Committee's request regarding opportunities to add trees along the North and South sides of the E.C. Row Expressway between Walker Road and Howard Avenue.

Discussion:

Trees, while aesthetically pleasing and beneficial for the environment, are not the most effective tool for creating sound barriers along expressways. Solid barriers are much more effective at blocking sound because they provide a continuous, dense surface that prevents sound waves from passing through.

As trees are unable to provide the continuous, solid surface needed to effectively block and reflect sound waves. Sound can easily diffract, or bend, around individual trees and through the gaps between them, allowing noise from the expressway to permeate the area. To mitigate the some of the limitations that trees provide, the selection process of the types of trees to be planted is a critical function. When selecting a species for a noise barrier, it is best to choose something dense with foliage for all or most of the year. (i.e. conifers such as spruce, pine, cedar, etc.). As a substitute, in the past, Columnar English Oak have been used as a barrier due to their dense branch arrangement as well as the fact that they hold onto their leaves well into the winter and their tolerance for the urban environment (such as pollution and salt). The City has been using Columnar English Oak trees to replace spruce and pine trees as they die on the Jefferson berm. Other columnar varieties such as Columnar Maple, Arnold Columnar Tulip and Dawyck Purple Beech should also be considered as this would help to avoid monoculture planting, which can lead to concerns with disease and insect issues.

The distance between Howard Avenue and Walker Road is approximately 2 km, with a total of 4 km encompassing both sides of the Expressway. Due to existing trees in the proposed planting zone, it is estimated that a total of 2 km of new trees would need to be planted along this corridor.

Typically, for optimal tree planting conditions, a minimum of four meters of space between the drainage and the fence is required.

The grade is also critical to enable healthy root growth, stability, and adequate space for the trees to reach their full potential, maximizing their effectiveness as a noise barrier. It is recommended that changes to the grade be made in order to create more space beside the ditches to ensure there is enough room for digging holes next to the ditch (between the ditch and the fence) for planting. Ideally, four meters of space is needed for planting, but most trees could likely be planted in an area of approximately 1.5 to 2 meters. However, this is not ideal as it may result in a higher loss of trees, depending on the selected species. In some locations, moving the fence may be an option to minimize changes to the grade and drainage.

To ensure proper drainage and protect the newly planted trees from salt damage, adjustments to the ditch are also necessary. This is critical because inadequate drainage could result in salt reaching the trees, posing a significant threat to their form, health, and survival. Modifying the ditch will provide enough room for routine drainage maintenance work, and allow excess water and salt to drain away from the tree roots.

The City Forester would recommend planting trees within this corridor only in locations where the following parameters are satisfied:

- Away from the E.C. Row Expressway;
- Away from any sub-grade infrastructure;
- Away from the fence;
- Away from the ditch;
- Away from the slope;
- Available room for drainage (and drainage maintenance work)
- So as not to impede the use of the multi-use trail;
- So as not to block sight lines for traffic or pedestrians; and

Based on the parameters above, until a detailed analysis is completed of the site after improvements have been undertaken the exact number of trees that could be planted is unknown. At this time, there is a high-level estimate that a maximum of 1,640 trees could be required.

Risk Analysis

The use of trees comes with the risk that the optimal level of noise abatement will require time. Noise abatement will be incremental following tree growth. Substantial increase in noise abatement will start to occur post-8 years after planting.

There is also a potential for some tree loss (about 10%) creating gaps in the barrier, which will require replanting and may limit the effectiveness of the noise abatement functions of the trees.

Newly planted trees face risks, particularly regarding proper hydration. To address this risk, the City employs the use of gator bags, which facilitate a slow and steady release of water, ensuring the newly planted tree receives adequate moisture. Tree protectors and mulch are used on newly planted trees to safeguard them from physical damage, retain soil moisture, and regulate temperature (keeps the soil cooler in the summer and warmer in the winter, providing a more stable environment for the developing roots).

Accessibility to maintain trees in this corridor will be challenging and will require extra resources than tree planting done on the City Right of Way. Also, there is potential conflict between tree and drainage maintenance in this corridor given that some trees have been inevitably removed on past occasions to access drainages for maintenance work.

Climate Change Risks

Climate Change Mitigation:

Trees play a crucial role in reducing greenhouse gases as they absorb carbon dioxide during photosynthesis and store it in their biomass, effectively acting as natural carbon sinks that help mitigate climate change.

Climate Change Adaptation:

N/A

Financial Matters:

Currently there are no Operating or Capital funds identified within the Parks or Public Works 2024 Budget to support this tree planting project.

Tree Planting and Tree Maintenance Costs

During normal planting seasons the cost for tree procurement (cost per tree) including non-recoverable HST is approximately $250-$300 for 45-50 mm caliper trees based upon current expenditure pricing depending upon the type of tree planted. The estimated total procurement cost of the 1,640 trees is $410,000 - $492,000. Planting cost is approximately $150 - $200 (depending on the size of root balls). The estimated total planting cost of the 1,640 trees is $246,000 - $328,000.

There are other associated costs included within the 2 year tending until the trees are established. Cost will include watering, gator bags, tree protectors and mulching. These costs, including the non-recoverable HST, will be approximately $350 - $400 per tree. The estimated total maintenance associated cost of the 1,640 trees is $574,000 - $656,000.

In total the cost to purchase, plant and maintain the trees is estimated to be between $1,230,000 - $1,476,000.

Changes to Grade, Drainage and Fence Costs

The high-level estimated costs associated with the necessary fence and drainage modifications is $400k ($100k for the fence (2km's or half the distance), and $300k for regrading and restoration). As noted, the estimate of $400K is a construction estimate and is based on high-level assumptions. If Council were to direct Administration to proceed with these improvements, Engineering will develop a detailed scope of work together with detailed cost estimates in cooperation with the Parks Department.

Additionally, the source of funding for tree procurement and associated establishment expenditures, as shown above, will need to be identified as there is no existing funding identified within the Forestry Operating and Capital Budget. The scope of work identified within this report cannot be accommodated as a corporate project within the current budgets approved by Council. Should Council wish, Administration can provide a more accurate estimate in time for the 2025 budget deliberations

The total costs associated with procuring, planting and tending to approximately 1,640 trees as well as making the necessary changes to the grade, drainage and fence would have to be researched closer to the time of implementation but in total, the estimated cost for the work is **$1,630,000 - $1,876,000.**

Consultations:

Yemi Adeyeye, City Forester

Erika Benson, Financial Planning Administrator

Emilie Dunnigan, Manager Development Revenue and Financial Administration

Rob Slater, Executive Initiatives Coordinator

Michael Dennis, Manager, Strategic Capital Budget Development and Control

Alex Vucinic, Manager, Purchasing/Risk Management

Conclusion:

While trees do not serve as the most effective sound barriers along expressways, their environmental and aesthetic benefits remain invaluable. As there are already a number of trees in this corridor, the strategic planting of additional trees within the physical limitations of the environment, ensuring they are positioned away from the expressway, the fence, drainage systems, multi-use trails, sub-surface infrastructure and without impeding sightlines would have an overall community benefit

Planning Act Matters:

N/A

Approvals:

Name	Title
James Chacko	Executive Director, Parks and Facilities
Ray Mensour	Commissioner, Community Services
Mark Winterton	Commissioner, Infrastructure (A)
Janice Guthrie	Commissioner, Finance & City Treasurer
Joe Mancina	Chief Administrative Officer

Notifications:

N/A

THE CITY OF WINDSOR ONTARIO, CANADA

Committee Matters: SCM 114/2024

Subject: Response to CQ 9-2024 - Deficient Roads and "Like for Like" Policy - City Wide

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Mark McKenzie

Decision Number: **ETPS 998**
THAT the report of the Commissioner, Infrastructure Services & City Engineer dated April 5, 2024 entitled "Response to CQ 9-2024– Deficient Roads and "Like for Like" Policy – City Wide" **BE RECEIVED** for information.
Carried.

Report Number: S 43/2024
Clerk's File: SW2024

Clerk's Note:

1. The recommendation of the Environment, Transportation & Public Safety Standing Committee and Administration are the same.

2. Please refer to Item 8.4 from the Environment, Transportation & Public Safety Standing Committee held on April 24, 2024.

3. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20240425/-1/10479

Subject: Response to CQ 9-2024 - Deficient Roads and "Like for Like" Policy - City Wide

Reference:

Date to Council: April 24, 2024
Author: Mark Winterton
Commissioner, Infrastructure Services
(519) 255-6247 ext. 6356
mwinterton@citywindsor.ca

Public Works - Operations
Report Date: April 5, 2024
Clerk's File #: SW2024

To: Mayor and Members of City Council

Recommendation:

THAT report S 43/2024, "Response to CQ 9-2024– Deficient Roads and "Like for Like" Policy", **BE RECEIVED** for information.

Executive Summary:

N/A

Background:

On Monday, February 12, 2024, Councillor Marignani asked the following Council Question:

> **CQ 9-2024:**
> *Asks that Administration report back regarding a strategy with option to rectify current deficient roads that are not part of our 10-year Capital Budget, while adhering to the budget constraints of the Asset Management Plan – In addition as an interim solution for roads designated as a "like for like" policy without service upgrades. Helping Neighbourhoods where LIP option is financially challenging, this approach aims to enhance constituents' well-being by offering clearer insight to city policy and ensuring equitable solutions to our residents.*

This report is provided in response to CQ 9-2024.

Discussion:

The City of Windsor has an Asset Management Plan (AMP), which includes a four year (2023-2026) AMP levy increase of 0.25% to address the desired service level improvements for Local Residential roads, as well as a Local Improvement Program.

As noted in report C 39/2023, "Response to CQ 3-2022 - Deficient Residential Roads Not in 10-Year Capital Budget":

> *"The adoption of the 2018/2019 AMP and its recommended Roads Investment Strategy outlined the following decision-making guidelines in order to help reach the goal of stabilizing the current level of service for our road network:*
>
> 1. *Shift from a 'worst first' prioritization approach based on condition, to a risk-based prioritization approach where the City's most important assets are given preferential treatment.*
>
> 2. *Best efforts will be made to keep EC Row, Arterial and Collector roads from sliding into the reconstruction only category, aiming to have none in Poor or Very Poor condition. Roads order of priority will be:*
>
>   *a. EC Row*
>   *b. Arterial*
>   *c. Collector*
>   *d. Local (industrial, commercial, residential)*
>
>   *3. Roads which have sewer or water work scheduled to be completed will have priority to maximize benefits of shared capital costs between the City's service areas.*
>
>   *4. Consideration for roadways impacted by legislation, regulations, environmental studies, transportation policies or traffic studies.*
>
>   *5. Mill and pave will only be done on roads where it will yield 10-15 years of added life.*
>
>   *6. Local roads will be managed as best as possible recognizing that, based on current funding levels, a percentage of those roads will always be in the Very Poor category.*
>
> *The levels of service for Local Roads in the 2018/2019 AMP, notes the following:*
>
> *"As there is a low risk of failure of local roads and alleys, both in terms of likelihood of an adverse event and the consequences to the City, other higher risks assets like expressway roads should be prioritized."*
>
> *Given the goals of the AMP and its requirements under O. Reg 588/17, Administration does not recommend changes to the current methodology in which road maintenance and rehabilitation are prioritized. Further, it is not recommended that the funding currently assigned to road rehabilitation work in*

the 10-year Capital Budget based on AMP principles, be redirected to support enhanced work for Local Residential roads.

Recognizing however, the importance of Local Residential Road conditions on the overall road network rating and level of service, should Council wish to provide direct and dedicated funding for the improvement of service levels to Local Residential roads it is recommended that an additional component be added to the AMP levy in order to address this enhanced service level requirement without impacting the risk based funding currently provided for and prioritized in the AMP. This separate component would allow for a dedicated stream of funding to deal specifically with this asset category. Further, the establishment of this specific funding stream can be seen as an advancement of the 2025 AMP requirement to define proposed levels of service, with the approved incremental amount being incorporated into future AMP updates and financing strategies related specifically to Local Residential roads."

As a result, Council via Decision Number B2/2023 approved "*the implementation of an annual AMP levy increase of 0.25% to achieve the desired service level improvements for Local Residential roads for each of the next four years, beginning in 2023 and ending in 2026."*

Further to this approval, report S 147/2023 – Selection Criteria for Candidate Roads under the Local Residential Road Repair Program outlined the methodology for selection of the most suitable candidate roads:

With respect to determining which roads are rehabilitated or reconstructed under the Local Road Rehabilitation Program, the following strategies and rationale will be used for local road rehabilitation selection and prioritization.

1. Road Condition Rating:

The first criteria for selecting residential roads for repair is their current condition. Roads that are in poor condition and likely to deteriorate (1-5 Deficient Roads) further should be given priority for repair. The City assigns a ranking to its roads based on visual inspection of the pavement. These inspections are performed each year from spring to mid-summer on a scheduled basis.

2. Planned Sewer or Water Work:

The second criteria consideration for selecting roads for repair is whether they have sewer or water work planned. Roads which already have sewer or water work scheduled to be completed within the next 5 years will be excluded from consideration under the residential road repair program.

3. Local Improvement:

The third recommended consideration for selecting residential roads for repair is whether they are part of a local improvement project. Local improvement projects typically involve upgrades to infrastructure, such as adding curbs, sidewalks or street lighting. Repairing the road as part of a larger project can help to ensure that all aspects of the infrastructure are upgraded and that the road is in good

condition for the long-term. Road work as part of a Local Improvement Project may be considered under the residential road repair program.

4. Other Considerations:

Additionally, there are other considerations for roadways that will be taken into account. Such considerations include roads impacted by legislation, regulations, environmental studies, transportation policies or traffic studies. Additionally, mill and pave work will only be done on roads where it will yield 10-15 years of added life.

Council will soon receive, through a separate report, a status update on the progress of the Local Improvement Program implementation. In that report, Council will be asked to approve the prioritization of the Local Improvement Projects (LIPs) presented.

Adherence to the City's AMP and the LIP are crucial for the long-term sustainability of the City's road infrastructure. By sticking to the plan, the City of Windsor can ensure that resources are used wisely, that the most pressing issues are addressed first, and that the overall quality of life for its residents is improved.

As of the writing of this report, there are 222.09 Lane Km of deficient Local Roads in the City of Windsor. To simply replace the surface "like for like", without any additional improvements such as curb replacement or installation, regrading with proper drainage, or new sewer installations, the cost is estimated to be approximately $36 million. The life expectancy of the road after such a basic improvement is estimated to be between 2-5 years, depending on the type of material used in the road's construction. It is important to note that any existing issues, such as old curbs, lack of curbs, insufficient parking, gravel, and drainage concerns, will persist. In some instances, there is a risk that water pooling from road depressions may overflow onto adjacent curbs, potentially leading to further pooling problems.

The next level of repair is "Hard Surface Replacement," which includes panel replacements or full-depth milling and paving, while maintaining the concrete base in composite asphalt structures. The cost associated with Hard Surface Replacement is approximately $59 million, with an estimated life expectancy of the road after such an improvement being about 15 years.

The reconstruction option for these roads is estimated to cost approximately $155.5 million, with the life expectancy of the road after such an improvement being about 25 years. This approach represents best practices and offers residents the greatest value for their investment, however it is the most costly option.

Notwithstanding the significant cost of a 'like for like' policy, which cannot currently be accommodated within the existing capital budget without major reprioritization of capital works, this approach does support the risk-based asset management practices outlined in the last Asset Management Plan (AMP). The Roads Investment Strategy shifted from a "worst-first" prioritization approach to a risk-based prioritization approach where the City's most important assets are given preferential treatment. The current order of priority is:

a. EC Row
b. Arterial
c. Collector
d. Local (industrial, commercial, residential)

Furthermore, implementing a 'like for like' policy would be a long-term endeavor, taking many years to address current road deficiencies. Given the extended timeframe, there is also the possibility that other priorities could impact the policy's implementation.

Risk Analysis:

Allocating funds to insufficiently repair deficient roads detracts from proactive measures that could prevent the initial decline of these roads. Such an approach proves financially inefficient and initiates a perpetual cycle of degradation and repair, thereby escalating the long-term expenses and hazards linked to road maintenance.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

Effort has been undertaken to estimate the current amount of funding that would be required to address roads which are currently deficient.

The chart below presents current information on the number of lane kilometers (Lane KM) of deficient local roads, the estimated costs of various approaches to addressing them (surface treatment, hard surface replacement, and reconstruction), and the associated life expectancy of the road after implementing each approach.

2024	Lane KM	Total Cost (in 2024 dollars)			Life Expectancy		
		Surface Treatment*	Hard Surface Replacement**	Reconstruction	Surface Treatment*	Hard Surface Replacement**	Reconstruction
Local (Asphalt)	95.07	$ 14,973,525.00	$ 23,458,522.50	$ 65,384,392.50	5	15	25+
Local (Composite)	104.25	$ 16,419,375.00	$ 26,271,000.00	$ 70,822,237.50	5	15	25+
Local (Concrete)	22.77	$ 4,446,981.00	$ 9,372,132.00	$ 19,365,885.00	2	15	25+
Total	**222.09**	**$ 35,839,881.00**	**$ 59,101,654.50**	**$ 155,572,515.00**			

Disclaimers:

1. *Surface Treatment includes surface mill and paves or overlays.
2. ** Hard Surface Replacement includes panel replacements or full depth mill and paves but maintains the concrete base in composite asphalt structures.
3. There are 0.098 lane KM of brick pavers and 13.11 lane KM comprised of various types of road structures that would require further investigation.
4. These numbers are valid for the 2024 construction season only and would need to be adjusted for any future years.

The 2024 Capital Budget includes funding of $18.7 million in funding for 2024 road rehabilitation and reconstruction, and just over $220.5 million over the 2024-2033 time period. In addition, the City is currently undertaking and will be undertaking in the future, several projects where road rehabilitation and reconstruction is a component of the project, such as the Cabana Road project and the City's numerous Sewer Rehabilitation projects.

The mill and pave program for roads, which is roughly 40% of the cost of reconstruction, is a prime example of a preventive maintenance approach that is applied to road infrastructure. Using this strategy, the City can significantly reduce the costs associated with road reconstruction and avoid the negative consequences of allowing roads to deteriorate to "Poor" or "Very Poor" conditions.

By allocating resources towards preventive maintenance and rehabilitation programs for roads, the City can avoid the higher costs and significant risks associated with reactive repairs. This strategy not only ensures the long-term sustainability of the City's road infrastructure but also protects the safety and well-being of its residents.

Implementing any of the options noted above would require a significant reprioritization of the existing capital budget and would require that the current asset management

practices in place for the repair and rehabilitation of the City's road infrastructure be reconsidered.

Consultations:

Phong Nguy, Manager Contracts, Field Services & Maintenance

Natasha Gabbana, Senior Manager of Asset Planning

Adam Mourad, Engineer II

Rob Slater, Executive Initiatives Coordinator

Mark Spizzirri, Deputy Treasurer Financial Planning (A)

Conclusion:

Investing in the inadequate repair ("like for like") of deficient Local roads would divert funds from preventive measures that could prevent roads from becoming deficient in the first place. This approach is not financially efficient and would lead to a cycle of continuous deterioration and repair, ultimately increasing the long-term costs and risks associated with road maintenance.

Planning Act Matters:

N/A

Approvals:

Name	Title
Mark Spizzirri	Deputy Treasurer Financial Planning (A)
Shawna Boakes	Executive Director, Operations / Deputy City Engineer
Mark Winterton	Commissioner, Infrastructure (A), City Engineer
Natasha Gabbana	Senior Manager of Asset Planning
Janice Guthrie	Commissioner, Finance & City Treasurer
Joe Mancina	Chief Administrative Officer

Notifications:

N/A

Appendices:

THE CITY OF WINDSOR ONTARIO, CANADA

Committee Matters: SCM 115/2024

Subject: Traffic Signal at Tecumseh Road E and Robinet Road – Ward 7

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Renaldo Agostino

Decision Number: **ETPS 999** ETPS 987
THAT the report of the Senior Manager, Traffic Operations & Parking, dated January 12, 2024 entitled "Traffic Signal at Tecumseh Road E and Robinet Road-Ward 7" **BE RECEIVED** for information.
Carried.

Report Number: SCM 33/2024, S 7/2024, AI 3/2024 & AI 6/2024
Clerk's File: ST2024

Clerk's Note:

1. The recommendation of the Environment, Transportation & Public Safety Standing Committee and Administration are the same.

2. Please refer to Item 8.5 from the Environment, Transportation & Public Safety Standing Committee held on April 24, 2024.

3. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20240425/-1/10479

Committee Matters: SCM 33/2024

Subject: Traffic Signal at Tecumseh Road E and Robinet Road – Ward 7

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Renaldo Agostino

Decision Number: **ETPS 987**
THAT the report of the Senior Manager, Traffic Operations & Parking, dated January 12, 2024 entitled "Traffic Signal at Tecumseh Road E and Robinet Road-Ward 7" **BE RECEIVED** for information; and,

THAT administration **BE DIRECTED** to provide an additional information memo which includes the data requested in the original Council Question; and that the information **ALSO INCLUDE** the potential of a no left turn at Robinet Road onto Tecumseh Road; and,

THAT this information **BE PROVIDED** to Council when the committee report comes forward to a future Council Meeting for Council's consideration.
Carried.

Report Number: S 7/2024
Clerk's File: ST2024

Clerk's Note:

1. The recommendation of the Environment, Transportation & Public Safety Standing Committee and Administration are **NOT** the same.

2. Please refer to Item 8.6 from the Environment, Transportation & Public Safety Standing Committee held on January 31, 2024.

3. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20240131/-1/9462

Subject: Traffic Signal at Tecumseh Road E and Robinet Road – Ward 7

Reference:

Date to Council: January 31, 2024
Author: Ian Day
(A) Senior Manager, Traffic Operations & Parking
519-255-6247 x 6054
iday@citywindsor.ca

Public Works - Operations
Report Date: January 12, 2024
Clerk's File #: ST2024

To: Mayor and Members of City Council

Recommendation:

THAT report S 7/2024, "Traffic Signal at Tecumseh Road E and Robinet Road" **BE RECEIVED** for information.

Executive Summary:

N/A

Background:

At the Meeting of City Council on Tuesday, September 5, 2023, Councillor Marignani asked CQ25-2023 as follows:

"Asks that Administration come back with a report explaining the need for traffic lights at the intersection of Robinet and Tecumseh Rd. To include details such as traffic volume, recent police incidents, and any growing trends in ward seven that indicates the necessity for traffic lights at this intersection. It was also requested that a meeting be set up with traffic department to discuss this concern as well as a follow up with the administration to check on the progress as soon as possible."

Discussion:

Traffic signal warrants review volume of traffic, volume of pedestrians, delays on the side street, number of lanes, operating environment and collision data. Revised traffic counts were completed in the fall of 2023 and collision data for the past three (3) years was reviewed, and a warrant was completed based on these revised numbers. At this time, a signal is not warranted at the intersection of Tecumseh Road E and Robinet Road.

Traffic signal warrants are completed based on current data. They do not look at future data and modeling of an area. Future forecasting is typically completed as part of an Environmental Assessment (EA) process.

The Tecumseh Road EA was completed in 1996 to address capacity, safety, and operational improvements along Tecumseh Road East between Jefferson Boulevard and Banwell Road. The Environmental Study Report (ESR) recommended a signal at this intersection as part of future upgrades to Tecumseh Road which included the expansion of Tecumseh Road E to a 7 lane cross section and the addition of a westbound left turn lane.

To date, the expansion of Tecumseh Road E has been completed from Jefferson Blvd to just east of Yolanda Street. The next section of this project is planned for reconstruction of the intersection of Forest Glade Drive and Tecumseh Rd E with funding in the years 2026-2030 followed by design of improvements from the Little River bridge to Forest Glade Drive. However, the section from Banwell to Forest Glade Drive is not funded at this time.

Traffic experts and associated publications highlight the fact that while there are safety benefits to installing a traffic signal, there are many negative consequences to installing them where they are not warranted.

Risk Analysis:

As noted above, the installation of a traffic signal at this location may increase collisions due to the lack of proper lane configuration on Tecumseh Road E.

Climate Change Risks

Climate Change Mitigation:

There is an increase in emissions with the addition of a traffic signal as there is an increase in idling while waiting at a red light.

Climate Change Adaptation:

N/A

Financial Matters:

There is no cost to receive this report for information.

The average cost to install a new traffic signal is in the range of $150,000 to $200,000 without any geometric changes. Project ECP-009-07 Intersection Improvements Program is the only capital fund available that can be utilized for new signals, outside of full road reconstruction projects that are tied to an EA. Improvements selected for funding from this project are based on the most current road safety report. This project currently has approximately $1,350,000 in available funding – in addition, the 2024 Recommended Capital Budget, if approved as presented, allocates an additional $300,000 to this project, bringing the total available funding to $1,650,000. There are,

however, a number of other projects higher in the priority list which will potentially consume the full available amount.

All available and future years funding in the 2023 10-year Capital budget related to project ECP-005-07 (Tecumseh Rd. E. Infrastructure Improvements) are currently earmarked to complete the intersection of Tecumseh Rd. E. and Forest Glade Drive and to initiate the design for Tecumseh Rd. E. from the Little River bridge to Forest Glade Drive. The balance of the implementation of the ESR, including the intersection of Tecumseh Rd. E. and Robinet are not currently funded in the 10-year Capital budget.

Consultations:

Kathy Buis, Financial Planning Administrator – Engineering

Mike Dennis – Manager, Strategic Capital Budget Development & Control

Conclusion:

Administration recommends not installing a traffic signal at this intersection, at this time. Should Council choose to move forward with the installation of a signal at this location outside of the Tecumseh Road E EA upgrades, a funding source would need to be identified.

Planning Act Matters:

N/A

Approvals:

Name	Title
Cindy Becker	Financial Planning Administrator – Public Works
Stacey McGuire	Executive Director of Engineering
Shawna Boakes	Executive Director of Operations
Mark Winterton	(A) Commissioner, Infrastructure Services and City Engineer
Janice Guthrie	Commissioner, Finance and City Treasurer
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

Subject: Additional Information to Report S 7/2024 – Traffic Signal at Tecumseh Road E and Robinet Road – Ward 7

Reference:

Date to Council: February 26, 2024
Author: Ian Day
(A) Senior Manager, Traffic Operations & Parking Services
519-255-6247 ext 6054
iday@citywindsor.ca

Public Works - Operations
Report Date: February 8, 2024
Clerk's File #: ST2024

To: Mayor and Members of City Council

Recommendation:

THAT report AI 3/2024, "Additional Information to Report S 7/2024 – Traffic Signal at Tecumseh Road E and Robinet Road," **BE RECEIVED** for information, and

THAT the report of the Senior Manager, Traffic Operations & Parking, dated January 12, 2024 entitled "Traffic Signal at Tecumseh Road E. and Robinet Road-Ward 7" **BE RECEIVED** for information.

Executive Summary:

N/A

Background:

At its January 31, 2024 meeting, the Environmental, Transportation and Public Safety Standing Committee adopted decision ETPS 987:

Decision Number: ETPS 987

THAT the report of the Senior Manager, Traffic Operations & Parking, dated January 12, 2024 entitled "Traffic Signal at Tecumseh Road E. and Robinet Road-Ward 7" BE RECEIVED for information; and,

THAT administration BE DIRECTED to provide an additional information memo which includes the data requested in the original Council Question; and that the information also include the potential of a no left turn at Robinet Road onto Tecumseh Road; and,

THAT this information BE PROVIDED to Council when the committee report comes forward to a Council Meeting for Council's consideration.

At the Meeting of City Council on Tuesday, September 5, 2023, Councillor Marignani asked CQ25-2023 as follows:

> *"Asks that Administration come back with a report explaining the need for traffic lights at the intersection of Robinet and Tecumseh Rd. To include details such as traffic volume, recent police incidents, and any growing trends in ward seven that indicates the necessity for traffic lights at this intersection. It was also requested that a meeting be set up with traffic department to discuss this concern as well as a follow up with the administration to check on the progress as soon as possible."*

Discussion:

Data requested through the Council question and Standing committe was for volumes, recent police incidents, and growing trends in Ward 7.

A turning movement count was performed at the intersection of Tecumseh Road E. and Robinet Road on September 20, 2023 and the following data was collected:

- Total Vehicular Volume EB/WB on Tecumseh Road E. (9 hour peak time volume) – 14,672
- Total Vehicular Volume NB/SB on Robinet Road (9 hour peak time volume) – 946
- Total Pedestrian Volume EB / WB across Robinet Road – 88
- Total Pedestrian Volume NB / SB across Tecumseh Road E. – 1

ARIS Data was downloaded in October of 2023 and there were 4 noted incidents at the intersection between January 2020 and October of 2023. Of the incidents, only 2 were assessed as being reducible with the installation of signals. Subsequent to the Standing Committee meeting, Administration reached out to Windsor Police Services directly and their records indicate a total of 5 incidents, of which 2 were assessed as being reducible with the installation of signals. The difference in the numbers was due to timing of submission of the report from Windsor Police to the ARIS system. For some incidents, the length of time to complete the investigation will extend and therefore not be submitted for a number of months after the incident occurs. That was the case for an incident that happened in August of 2023 at this intersection. However, this incident does not change the results of the warrant.

Growth trends and forecasting are looked at through both an Environmental Assessment (EA) and Traffic Impact Studies (TIS). An EA was completed for Tecumseh Road E. from Jefferson to Banwell in 1996 which projected that a traffic signal would be warranted at this intersection in the future. TIS's are typically completed by a developer when a proposed development may impact traffic patterns in a certain area. A number of TIS's have been completed in the area surrounding Banwell and Tecumseh Road E. in the past year, none of which have indicated the

need to add a signal at the Tecumseh Road E. and Robinet Road intersection. A TIS would take into account all known development in an area.

As noted in the original report, the EA for Tecumseh Road E. indicated that Tecumseh Road E. from Lauzon to Banwell would be a 6-lane cross section with left turn lanes at all proposed signal locations. Adding a traffic signal at the Robinet location without the left turn lane would be considered a safety concern as it is expected to increase the number of incidents at this location.

Administration did not undertake a separate TIS nor a re-assessment of the existing EA for this specific intersection. To undertake this work, Administration would be required to hire a consultant.

TIS and EA's forecast estimated projection of traffic volumes, usually related to growth. A traffic signal warrant analyses current conditions at an intersection. Even though a previous EA may have projected that a signal would be warranted at some point in the future, a traffic signal warrant should always be completed prior to installation to determine if the projections came to fruition. In the case of the Tecumseh Road East/Robinet Road intersection specifically, the 20 year projections have yet to be realized, even accounting for rezoning of many properties to a denser residential use and the EV Battery Plant development in the East end.

The projections in the original EA were for a forecasted year of 2014 and in general, the actual values in 2024 are on average 40% of the levels projected.

Table 1 – Projected vs. Actual Volumes

	2014 Projected Volumes	2024 Actual Volumes
EB	2,250	1,094
WB	1,600	865
NB	230	100
SB	150	22

Administration provided recommendations to Council with regards to the installation of traffic signals at unwarranted locations. As noted in that report, installing unwarranted traffic signals can have many negative affects;

- Increased number of incidents at the intersection,
- Increased volume of cut through traffic to the neighbourhood,

- Extended vehicle cueing in the neighbourhood which increases emissions, and
- Delays to traffic on the arterial road, thus causing the higher potential for speeding and road rage.

Traffic control warrants, including both all-way stop warrants and signal warrants, consider what is referred to as a 'reducible' incident. Not all incidents that occur on the roadways and specifically at intersections can be reduced with the installation of a new traffic control device. The following types of incidents are not considered reducible through the installation of a new traffic signal;

- Rear end collisions,
- Collisions between vehicles proceeding in the same or opposite directions, one of which makes a turn across the path of the other,
- Incidents involving pedestrians and turning vehicles, both moving on the same GO interval, and
- Other types of pedestrian incidents, if pedestrians do not obey the traffic signals.

The National Cooperative Highway Research Program (NCHRP), published Report 491, Crash Experience Warrant for Traffic Signals in 2003. In this report, they state that ***"The installation of a traffic control signal because of a spectacular or much-publicized accident, or because of a small number of accidents, is strongly condemned."*** While this report is fairly old, all new guidelines and studies continue to support this statement.

Furthermore, the Standing Committee requested that Administration review the possibility of restricting left turns from Robinet Road onto Tecumseh Road E. There is nothing in the standards and guidelines that would prohibit this change. However, there are a number of existing driveways on Tecumseh Road E. throughout the corridor that allow for left turns. The main difference between those and Robinet Road is that it is anticipated that the driveway entrances are lower volume contributing directly to a reduction in the risk of an incident. A restriction on left turns from Robinet Road to Tecumseh Road E can be done, should Council direct, however Administration does not recommend it.

Risk Analysis:

Risks were identified in report S 7/2024.

Additionally, as noted above, this location does not warrant a traffic signal at this time thus installation of a signal would increase the risk of incidents. This is especially true if a signal was installed without a left turn lane.

Climate Change Risks

Climate Change Mitigation:

Risks were identified in report S 7/2024.

Climate Change Adaptation:

Risks were identified in report S 7/2024.

Financial Matters:

As noted in report S 7/2024, the cost to install a traffic signal is generally in the range of $200,000. This cost does not include the civil work necessary to include a left turn lane on Tecumseh Road E. in order to accommodate a safe turning movement and reduce the number of rear end collisions. Additionally, this cost does not include civil work to install curbs and/or accessible ramps.

To install the traffic signals in the current configuration with proper AODA ramps and curbs (without a left turn lane), initial estimates are in the range of $300,000 - $350,000. Again, this is not recommended due to traffic related safety issues. Should the City proceed with installation as described herein this should be considered to be an interim solution as the EA improvements in the future would require a full re-build of the intersection. Some re-use of traffic signal infrastructure (approximately 50%) may be possible.

To install the traffic signals including upgrades to include left turn lanes on Tecumseh Road E., initial estimates are in the range of $1.5M. Should the City proceed with installation as described herein this should be considered to be an interim solution as the EA improvements in the future would require a full re-build of the intersection. Some re-use of traffic signal infrastructure (approximately 20%) may be possible.

Funding information was provided in report S 7/2024. However, with the approval of the 2024 capital budget, Project ECP-009-07 has $2,600,000 available funding in the five-year horizon, inclusive of previously approved funding. However, as noted in report S 7/2024, there are other projects with higher priority that will potentially consume this available funding.

Consultations:

Stacey McGuire – Executive Director, Engineering

Michael Dennis – Manager, Strategic Capital Budget Development & Control

Conclusion:

Administration does not recommend the installation of a traffic signal at the intersection of Tecumseh Road E. and Robinet Road.

Administration does not recommend restricting left turns from Robinet Road onto Tecumseh Road E.

Planning Act Matters:

N/A

Approvals:

Name	Title
Cindy Becker	Financial Planning Administrator, Public Works
Shawna Boakes	Executive Director, Operations
Mark Winterton	Commissioner of Infrastructure Services
Janice Guthrie	Commissioner
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email
Councillor Angelo Marignani		

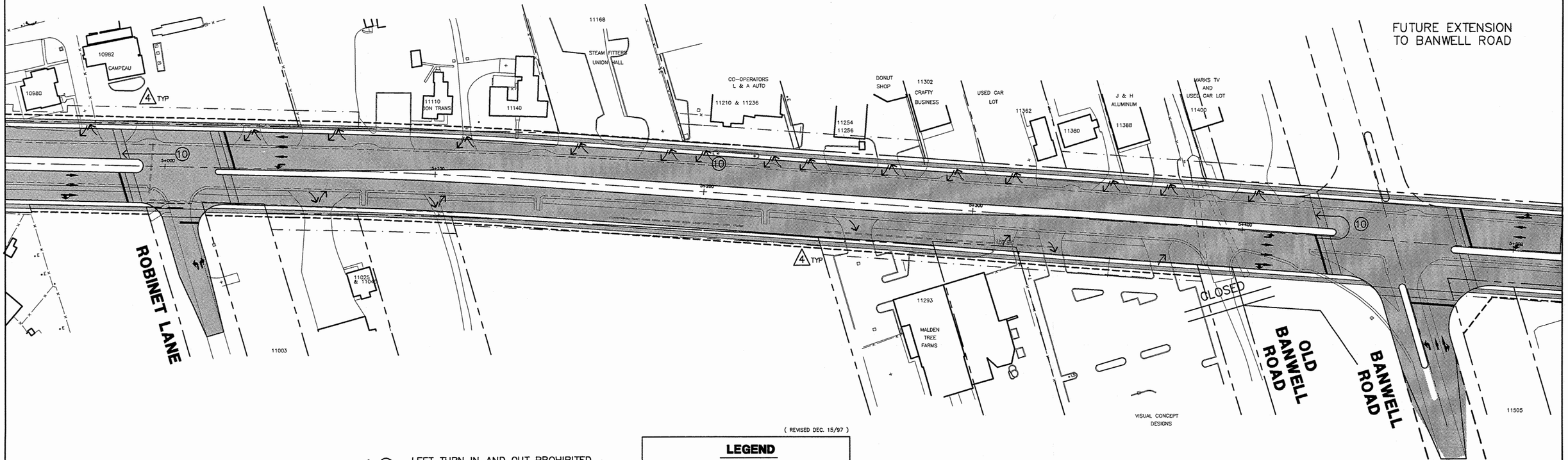
Appendices:

1. Tecumseh Road East Class Environmental Assessment – Figure 4.8(h) – Recommended Design Layout for Tecumseh Road E. and Robinet Road.

TECUMSEH ROAD EAST

TECUMSEH ROAD EAST
CLASS ENVIRONMENTAL ASSESSMENT
JEFFERSON BLVD. TO BANWELL RD.

POSSIBLE FUTURE ACCESS
TO INDUSTRIAL AREA



(REVISED DEC. 15/97)

LEFT TURN IN AND OUT PROHIBITED (NUMBER CORRESPONDS TO TABLE 4.4)

4 TYP TYPICAL LOCATION OF IMPACT

LEGEND

- EXISTING PROPERTY LINE
- EXISTING EASEMENT LINE
- NEW PROPERTY LINE

'RECOMMENDED DESIGN'

0 25 METRES

SCALE : 1:1000

FIGURE 4.8(h)

Subject: Additional Information to Report S 7/2024 and AI 3/2024 – Traffic Signal at Tecumseh Road E and Robinet Road – Ward 7

Reference:

Date to Council: April 24, 2024
Author: Ian Day
Senior Manager of Traffic Operations and Parking Services (A)
519-255-6247 ext. 6053
iday@citywindsor.ca
Public Works - Operations
Report Date: April 8, 2024
Clerk's File #: ST2024

To: Mayor and Members of City Council

Additional Information:

THAT report AI 6/2024 "Additional Information to Reports SCM 33/2024 & S 7/2024 & AI 3/2024 – Traffic Signal at Tecumseh Road E and Robinet Road," **BE RECEIVED** for information; and,

THAT the report AI 3/2024, of the Senior Manager, Traffic Operations & Parking, dated February 26, 2024 entitled "Additional Information to Report S 7/2024 – Traffic Signal at Tecumseh Road E and Robinet Road – Ward 7," **BE RECEIVED** for information; and,

THAT the report S 7/2024, of the Senior Manager, Traffic Operations & Parking, dated January 31, 2024 entitled "Traffic Signal at Tecumseh Road E. and Robinet Road – Ward 7" **BE RECEIVED** for information.

Background:

At its February 26, 2024 meeting, City Council adopted decision CR85/2024 ETPS 987:

That the report of the Senior Manager, Traffic Operations & Parking dated January 12, 2024 entitled "Traffic Signal at Tecumseh Road E and Robinet Road – Ward 7" BE REFERRED to a future Council meeting; and,

That administration BE REQUESTED to provide information regarding adding signage related to no left turn onto Tecumseh Road from Robinet Road.

At the Meeting of City Council on Tuesday, September 5, 2023, Councillor Marignani asked CQ25-2023 as follows:

"Asks that Administration come back with a report explaining the need for traffic lights at the intersection of Robinet and Tecumseh Rd. To include details such as traffic volume, recent police incidents, and any growing trends in ward seven that indicates the necessity for traffic lights at this intersection. It was also requested that a meeting be set up with traffic department to discuss this concern as well as a follow up with the administration to check on the progress as soon as possible."

Discussion:

In reports S 7/2024 and AI 3/2024, the Administration reviewed Tecumseh Road E Environmental Assessment and also presented Signal warrant analysis at the intersection of Tecumseh Road E and Robinet Road, traffic volume data, collision history from ARIS Database, recent police incidents, and traffic growing trend in Ward 7. It was also explained as to why a traffic signal is not warranted and not currently recommended at this location due to variety of financial, technical and social liability issues resulting from the installation of an unwarranted traffic signal.

As per Council's question, the current AI intends to discuss feasibility and options to prohibit left turns (LT) onto Tecumseh Road E from Robinet Road.

The most recent Turning Movement Count (9 peak hour volume- September 2023) shows only 256 left turn movements from Robinet onto Tecumseh Road, out of 15618 total vehicular count which is about 1.6% of the total. The same count represents that 585 left turn maneuvers have been done from Tecumseh Road East onto Robinet Road which is almost 3.7% of the total movements. Intuitively, eliminating left turns at an intersection is expected to improve safety and traffic operation, however, particularly at non-signalized intersections it requires continuous enforcement. Additionally, there is an inherent safety risk that when drivers assume a certain behaviour from other drivers, they may react negatively when someone performs an illegal move.

Installation of the No Left Turn Sign on Robinet will confine the egress movements only to right turns. This can intuitively improve traffic operation as it reduces the delay for right turn egress movements, however, it requires constant monitoring and enforcement until ultimately changing the behaviour of drivers and forcing them to select Forest Glade intersection for left turn maneuvers. Windsor Police advise that while they can be available for targeted enforcement on some days/times, they are not able to provide on-going enforcement for extended periods of time.

To reduce the risk of No Left Turn violation, a channelizing island could be installed on Robinet to rigidly confine the egress movements to right turn only. Of course this option requires more detailed design to improve geometry at the intersection and to ensure that it doesn't generate any conflict and difficulty to the emergency vehicles, active transportation accessibility and surface water drainage. The right and left turn movements onto Robinet Road from Tecumseh Road East remains available. It is to be expected that there would be costs involved with the design and construction, however, it reduces intensity level of the enforcement and presence of police.

Risk Analysis:

As noted above, there is risk of traffic sign violation by drivers. Based on the assessment, the risk is low however the majority of the affected people would mainly be

the local residents. The numbers of vehicles do not indicate large numbers of cut through traffic.

Financial Matters:

There is no cost to receive this report, however should Council choose to further explore the channelized option additional funds would be required after a preliminary design has been reviewed.

Consultations:

Jenn Crosby - Inspector Patrol Support Branch

Conclusion:

While Administration does not recommend restricting left turns from Robinet Road onto Tecumseh Road E. the risk to installing this restriction is low. Should Council wish to consider the installation of a channelized island, Administration can bring forward a future report to present actual costs and possible funding sources

Approvals:

Name	Title
Shawna Boakes	Executive Director of Operations
Mark Winterton	Commissioner of Infrastructure Services (A)
Joe Mancina	Chief Administrative Officer

Appendices:

THE CITY OF WINDSOR ONTARIO, CANADA

Council Report: C 57/2024

Subject: Recycling Collection for Non-Eligible Sources – City Wide

Reference:

Date to Council: May 27, 2024
Author: Anne-Marie Albidone
Manager, Environmental Services
aalbidone@citywindsor.ca
519-974-2277 3123
Public Works - Operations
Report Date: May 10, 2024
Clerk's File #: SW/14789

To: Mayor and Members of City Council

Recommendation:

THAT the City **ENTER** into an agreement with the Essex-Windsor Solid Waste Authority to provide recycling collection to designated non-eligible sources on a full cost recovery model from August 28, 2024 to December 31, 2025, with an option to extend upon mutual agreement; and,

THAT the CAO and City Clerk be **AUTHORIZED** to execute the agreement with the Authority, satisfactory in form to the City Solicitor, in technical content to the City Engineer and in financial content to the City Treasurer.

Executive Summary:

N/A

Background:

As Council is aware, the City of Windsor recycling program transitions to producer responsibility on August 28th, 2024.

OReg 391/21 states that producers are only obligated to collect blue box materials from defined eligible sources such as: residences and multi-residential buildings, specified long term care and retirement homes, primary and secondary schools (public and private), and public spaces. Under this regulation, producers are not obligated to service non-eligible sources (NES) such as industrial, commercial and institutional (ICI) properties and businesses, BIAS, not-for-profit organizations, municipal buildings or facilities, daycares, places of worship, and post-secondary institutions.

Current waste diversion (recycling) regulations governing the ICI sector include OReg 102/94: *Waste Audits and Waste Reduction Work Plans* and OReg 103/94: *Industrial, Commercial and Institutional Source Separation Programs.* These regulations target

very large ICI establishments and fail to address small and medium establishments, which have also been excluded from the new OReg 301/21 as noted above. It is these businesses that municipalities across Ontario (including the City of Windsor through the Essex-Windsor Solid Waste Authority Blue Box Program) have serviced for many years through the residential collection service, but will now be considered NES.

Although producers are not responsible for NES, Circular Material Ontario (CMO), the producer responsible organisation (PRO) that is leading the Common Collection System on behalf of producers, has agreed to allow NES material to be collected along with eligible sources, at a cost to the municipalities, until December 31, 2025. As of January 1, 2026, when all Ontario municipalities have transitioned to EPR, they will no longer allow for the co-collection of NES material with eligible source material.

In order for municipalities to arrange for NES collection concurrently with residential collection, they must negotiate with CMO's collection contractor for the service, and a $200/tonne processing fee will be administered on top of any collection fee. It should be noted however that the CMO contractor is not obligated to provide the service. Furthermore, a detailed list of addresses of NES must be provided to the contractor prior to CMO executing a final agreement with the contractor. Once the list is provided CMO will not allow for any additions to the list.

The Essex-Windsor Solid Waste Authority were able to reach a tentative agreement for bi-weekly NES collection, however were unable to come to an agreement on any weekly NES collection. Council should note that all NES collection stops in Windsor currently receiving service under the Authority's program require weekly collection (due to volume of recycling generated or lack of space for multiple carts). Given these results, the Authority has reached out to City of Windsor for the possible collection of the NES stops that required weekly collection, both in the City of Windsor as well as the County of Essex.

Discussion:

City of Windsor Administration is supportive of the Authority direction to have CMO's contractor collect any NES stop that can be serviced bi-weekly. The price provided is reasonable, and the stops can be co-collected with residential stops making the service environmentally favorable. The downfall to this model is that no NES stop can be added to this service once the contractor's agreement with CMO is finalized (estimated to be some time in July). Therefore, an alternative service provision is needed for any new NES locations, as well as for any weekly NES collection.

The City of Windsor is well positioned to offer the service. Equipment and staffing are already in place through the County Recycling program that the City of Windsor services for the Essex-Windsor Solid Waste Authority, as well as the night collection service provided by City of Windsor employees in all City of Windsor BIAs. In essence, the City of Windsor is already providing this service to the majority of NES.

The Essex-Windsor Solid Waste Authority has estimated there are 1,061 NES addresses within Windsor and Essex County currently, however some of those addresses will be able to receive bi-weekly collection. In the coming months, the Authority will embark on an extensive campaign to enrol NES locations in either bi-weekly or weekly collection programs. For the purposes of this report, City

Administration is assuming a total of 720 NES stops will require weekly service. This would require 3 recycling trucks (one of which is a spare truck) and 2 FTEs. Resources and financial commitments will be finalized when the Authority provides the results of the NES registration.

Should Council approve the agreement, the City of Windsor would provide the service until December 31, 2025. After this date, the bi-weekly NES stops that CMO's contractor will have been collecting will require another service provider. Between now and the end of 2025 the Authority will be evaluating the data gathered from all NES collection and will present to the Board a comprehensive plan for collection beyond 2025. Council should also note that both the Manager of Environmental Services and the General Manager of EWSWA actively participate in regional organizations such as AMO and RPWCO, who are strongly advocating for the inclusion of NES in OReg. 391/21.

Risk Analysis:

Failure to provide the service would force the Authority to cancel the service to weekly NES customers. There would be a significant risk that NES would not seek private collection and recyclable materials would end up in the landfill. There is also significant risk of negatively impacting the City's environmental stewardship image.

Failure to provide the service would also mean that any new or not captured NES (prior to the contractor signing with CMO), would not receive service. Similar to above, there is significant risk that the recyclable material would end up in the landfill.

There is a slight risk to the Corporations Commercial Vehicle Operator's Registration (CVOR) abstract as a carrier in providing this service. Negative impacts that could be realized as a result of collisions, inspections & convictions may include sanctions by the Ministry of Transportation ranging from fines, to partially downing the fleet, or the CVOR certificate could be cancelled or revoked, potentially prohibiting all further commercial vehicle operations. This risk is mitigated by the reduced number of recycling trucks post transition. It is further reduced by utilizing more experienced operators in a FTE capacity vs temporary employees, as well as reduced operation from the right hand stand up drive location, based on the collection model required. Finally, the introduction of the recently approved Training and Technology position will provide additional commitment to safety and compliance with regulations to help further mitigate risk in this regard.

Climate Change Risks

Climate Change Mitigation:

Recycling materials into new products generates considerably lower greenhouse gas (ghg) emissions than producing from new materials. For example, recycling steel reduces emissions by 58% and aluminum by 92%. Without continued collection service, these materials will likely end up in landfill, where paper materials will break down and generate methane gas, a ghg 23 times more potent than CO_2.

Continuing to divert waste from landfills reduces environmental degradation by minimizing the need for additional landfill space, preventing soil contamination, and decreasing water pollution.

The community ghg emissions includes a calculation for waste generated ghg emissions, these calculations are influenced by waste diversion rates.

Climate Change Adaptation:

N/A

Financial Matters:

Costs to provide collection service for the NES in the City and County as outlined in this report will be fully recoverable from the Essex-Windsor Solid Waste Authority, and would form part of the Essex-Windsor Solid Waste Authority's operating budget. The City of Windsor funds approximately fifty percent (50%) of the Essex-Windsor Solid Waste Authority's operating budget.

Agreement of a full cost recovery model will be incorporated into the pending service agreement with the Essex-Windsor Solid Waste Authority. Specific details concerning the financial matters pertaining to this agreement are outlined in the in-camera P&C Memo that accompanies this report.

Consultations:

Michelle Bishop, General Manager, Essex Windsor Solid Waste Authority

Karina Richters, Supervisor Environmental Sustainability & Climate Change

Tony Ardovini, Deputy Treasurer – Financial Planning

Mark Nazarewich, Deputy City Solicitor Legal and Real Estate

Conclusion:

The City of Windsor is uniquely positioned to provide service to NES both in the City as well as in the County over the short term. This will allow the Authority to properly evaluate the needs of NES and develop a comprehensive plan to support these customers in keeping recycling out of the Regional Landfill, thereby extending the life of the landfill.

Planning Act Matters:

N/A

Approvals:

Name	Title
Cindy Becker	Financial Planning Administrator – Public Works

Name	Title
Shawna Boakes	Executive Director of Operations
Mark Winterton	(A) Commissioner, Infrastructure Services and City Engineer
Wira Vendrasco	(A) City Solicitor
Dana Paladino	(A) Commissioner, Corporate Services
Janice Guthrie	Commissioner, Finance and City Treasurer
Janice Guthrie for Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

THE CITY OF WINDSOR ONTARIO, CANADA

Committee Matters: SCM 156/2024

Subject: Report of the Special In-Camera of its meeting held May 13, 2024

SV/bm

SPECIAL MEETING OF COUNCIL – IN CAMERA
May 13, 2024

Meeting called to order at: 5:41 p.m.

Members in Attendance:

Mayor Drew Dilkens
Councillor Renaldo Agostino (arrives at 5:44 p.m.)
Councillor Fabio Costante
Councillor Fred Francis
Councillor Jo-Anne Gignac
Councillor Gary Kaschak
Councillor Angelo Marignani
Councillor Kieran McKenzie
Councillor Mark McKenzie
Councillor Jim Morrison
Councillor Ed Sleiman

Also in attendance:

Joe Mancina, Chief Administrative Officer
Shawna Boakes, Acting Commissioner of Infrastructure Services/City Engineer
Janice Guthrie, Commissioner of Finance/City Treasurer
Dana Paladino, Acting Commissioner of Corporate Services
Jen Knights for Ray Mensour, Commissioner of Community Services
Jelena Payne, Commissioner Economic Development
Steve Vlachodimos, City Clerk
Mark Nazarewich for Wira Vendrasco, Acting City Solicitor
Matthew Stubbings, Mayor's Chief of Staff
Anna Ciacelli, Deputy Clerk
Abe Taq Taq
Denise Wright, Manager of Real Estate Services (Item 1)
Aftab Ahmad, Chief Information Officer (Item 2)

Verbal Motion is presented by Councillor Jo-Anne Gignac, seconded by Councillor Ed Sleiman,
to move in Camera for discussion of the following item(s):

Item No.	Subject & Section - Pursuant to *Municipal Act*, 2001, as amended
1.	Property matter – lease, Section 239(2)(c)
2.	Plan/security – verbal and powerpoint presentation, Section 239(2)(a)(k)

Motion Carried.
Councillor Renaldo Agostino was absent from the meeting when the vote was taken on this matter.

Declarations of Pecuniary Interest:

None declared.

Discussion on the items of business.

Verbal Motion is presented by Councillor Jo-Anne Gignac, seconded by Councillor Fabio Costante,
to move back into public session.
Motion Carried.

Moved by Councillor Angelo Marignani, seconded by Councillor Fabio Costante,
THAT the Clerk BE DIRECTED to transmit the recommendation(s) contained in the report(s) discussed at the In-Camera Council Meeting held May 13, 2024 directly to Council for consideration at the next Regular Meeting.

1. That the recommendation contained in the in-camera report from the Lease Administrator, Manager of Real Estate Services, Acting City Solicitor, Acting Commissioner of Corporate Services, Executive Director of Recreation and Culture, Executive Director of Parks and Facilities, Commissioner of Community Services, Acting Commissioner of Infrastructure Services, Financial Planning Administrator and Commissioner of Finance/City Treasurer respecting a property matter – lease **BE APPROVED AS AMENDED**.

Motion Carried.

2. That the in-camera presentation from the Chief Information Officer respecting a plan/security **BE RECEIVED**.

Motion Carried.

Moved by Councillor Gary Kaschak, seconded by Councillor Jim Morrison,
That the special meeting of council held May 13, 2024 BE ADJOURNED. (Time: 6:13 p.m.)
Motion Carried.

Committee Matters: SCM 157/2024

Subject: Report of the Striking Committee of its meeting held May 13, 2024

SV/bm
Windsor, Ontario, May 13, 2024

REPORT OF THE STRIKING COMMITTEE
of its meeting held
May 13, 2024

Members in Attendance:

Mayor Drew Dilkens
Councillor Renaldo Agostino
Councillor Fabio Costante
Councillor Fred Francis
Councillor Gary Kaschak
Councillor Angelo Marignani
Councillor Kieran McKenzie
Councillor Mark McKenzie
Councillor Jim Morrison
Councillor Ed Sleiman
Councillor Jo-Anne Gignac

Also in attendance:

Joe Mancina, Chief Administrative Officer
Shawna Boakes, Acting Commissioner, Infrastructure Services/City Engineer
Janice Guthrie, Commissioner of Finance/City Treasurer
Dana Paladino, Acting Commissioner, Corporate Services
Jen Knights for Ray Mensour, Commissioner, Community Services
Jelena Payne, Commissioner Economic Development
Steve Vlachodimos, City Clerk
Mark Nazarewich for Wira Vendrasco, Acting City Solicitor
Matthew Stubbings, Mayor's Chief of Staff
Anna Ciacelli, Deputy Clerk

Declarations of Pecuniary Interest:

None declared.

Your Committee submits the following recommendations:

1. That the following non-voting members **BE APPOINTED** to the ***Development Charges Task Force***:

John Miller
Evangelo Kalmantis
Tony Rosati
Settimo Vilardi
Fraser Fathers

and further that Councillors Gary Kaschak and Jim Morrison **BE APPOINTED** as additional voting members to the Task Force.

(2) That the vacancy on the ***Windsor Essex Community Housing Corporation Board*** due to the recent death of Marina Clemens **BE NOTED** and further the City Clerk **BE REQUESTED** to undertake a review of applications on file from a previous recruitment and prepare a recommendation to fill her seat as well as the vacancy of Shelly Lucier who resigned earlier this year.

MAYOR

CITY CLERK

BY-LAW NUMBER 90-2024

A BY-LAW TO ASSUME ROCKPORT STREET FROM COSENZA STREET TO LOT 41, BEING A STREET SHOWN ON PLAN OF SUBDIVISION 12M-665 KNOWN AS ROCKPORT STREET, IN THE CITY OF WINDSOR

Passed the 27th day of May, 2024.

WHEREAS the lands described in Schedule "A" annexed hereto and forming part of this by-law are vested in The Corporation of the City of Windsor.

AND WHEREAS The Corporation of the City of Windsor entered into a subdivision agreement with ***1670094 ONTARIO INC.*** to provide for the public highways and municipal services on ***Plan of Subdivision 12M-665*** and the City Engineer advises that the municipal services have been installed to the City Engineer's satisfaction;

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That the streets on ***Plan of Subdivision 12M-665*** and described in Schedule "A" annexed hereto are assumed by The Corporation of the City of Windsor.

2. That this by-law shall come into force and take effect after the final passing thereof on the day on which it is electronically registered in the Land Registry Office of Essex (12).

DREW DILKENS, MAYOR

CITY CLERK

First Reading - May 27, 2024
Second Reading - May 27, 2024
Third Reading - May 27, 2024

SCHEDULE "A"
TO BY-LAW 90-2024

ROCKPORT STREET WEST OF DUCHARME STREET, PLAN 12M665
CITY OF WINDSOR
PIN 01560-2921 (LT)
Rockport Street, Windsor

ROCKPORT STREET EAST OF DUCHARME STREET, PLAN 12M665
CITY OF WINDSOR
PIN 01560-02922 (LT)
Rockport Street, Windsor

BY-LAW NUMBER 91-2024

A BY-LAW TO ESTABLISH A MUNICIPAL VACANT HOME TAX IN THE CITY OF WINDSOR

Passed the 27th day of May, 2024.

WHEREAS pursuant to the provisions of subsection 338.2(1) of the *Municipal Act, 2001* (the "Act"), Council may, by by-law passed in the year to which it relates, impose a tax in the municipality on the assessed value, as determined under the *Assessment Act*, of vacant units that are classified in the residential property class and that are taxable under the Act for municipal purposes;

AND WHEREAS Council of the City deems it appropriate to enact this by-law for the purpose of establishing a municipal vacant home tax on the unoccupied units that are classified in the residential property class in the City of Windsor;

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

DEFINITIONS:

1. In this by-law (the "By-law"):

"Assessment Value" means the value of a property as determined by the Municipal Property Assessment Corporation in the Vacancy Reference Year;

"Billing Year" means the year in which taxes will be billed and collected;

"City" means The Corporation of the City of Windsor;

"City Treasurer" means the City Treasurer of the City;

"Council" means the Council of the City;

"Declaration of Occupancy Status Form" means the form to be filled out by the owner of a Residential Unit that meets the definition of vacant, and any other property owner that is requested to do so by the City. The owner will declare whether the Residential Unit is occupied or vacant, and if vacant, they will indicate if it qualifies or not under any of the exemptions;

"Listed for Rent Exemption" means that a Vacant Property that was publicly listed for rent for a period up to twelve (12) consecutive months. If eligible, the unit will be exempt from VHT during this period;

"Listed for Sale Exemption" means that a Vacant Property was publicly listed for sale for up to twelve (12) consecutive months. If eligible, the unit will be exempt from VHT during this period**;**

"Occupied" describes a Residential Unit that was the Principal Residence of any of the following for at least 183 days during the reference year:

a) An assessed owner,

b) An immediate family member of an assessed owner, or

c) An individual who has entered into a formal residential lease or rental agreement (tenant) under a term of no less than 183 days;

"Principal Residence" means a person's legal/official place of residence regardless of how many days they were physically present at the property;

"Residential Unit" means a building, or self-contained portion of a building where one can live, sleep, bathe and prepare meals;

"Short-Term Rental" means a Residential Unit that is rented out by the owner on a short-term basis, for a period of less than 28 consecutive days to the same party;

"Tax Rate" means the percentage rate of taxation that will be applied to the assessment value of a property to determine the amount of VHT that will be levied. The Tax Rate approved by Council for 2024 and future years is 3%;

"Vacancy Reference Year" means the calendar year from which a property's occupancy status will be used to determine if it is liable for the VHT. This will be the year immediately preceding the billing year;

"Municipal Vacant Home Tax" or the "VHT" means a tax levied against unoccupied homes that meet a specific set of criteria defined by the City. The tax is calculated by applying the Tax Rate to the assessment value of the property in the Vacancy Reference Year;

"Vacant Property" means any Residential Unit unoccupied for more than 183 days in a taxation year;

INTERPRETATION BULLETINS AND GUIDELINES

2. In administering this By-law, the City Treasurer may issue such interpretation bulletins, guidelines, procedures and policies as the City Treasurer, from time to time, determines necessary or advisable.

FORMS

3. The City Treasurer may approve the use and format of forms for any purpose of this By-law and the forms may require the provision of such information as the City Treasurer deems necessary for the enforcement and proper administration of this By-law.

REPORTING OF OCCUPANCY STATUS

4. If a property owner determines that the occupancy status of their residential property makes them liable for the VHT for a taxation year, or if the City requests a property owner to do so, they will need to fill out and submit a Declaration of Occupancy Status Form.

EXEMPTIONS

5. The VHT imposed under this By-law does not apply to,

(a) Residential Units that are Occupied;

(b) Residential Units undergoing active and ongoing repairs and renovations of which there is an open and active building permit(s) issued by the City;

(c) Residential Units on land for which a development/redevelopment application has been approved by the City. The effective period would be retroactive to the date the application was filed until one (1) year after the date the application was approved;

(d) A Residential Unit that is listed publicly for sale or rent for a period of up to 12 consecutive months. The Listed for Sale Exemption is limited to once per ownership term. The Listed for Rent Exemption may be claimed multiple times provided that the unoccupied periods are separated by a tenancy lasting no less than 12 months and verified by way of executed lease;

(e) A Residential Unit that has changed ownership in whole by way of an arm's length transaction, shall not be subject to a VHT levy for the taxation year during which the transaction occurred;

(f) A Residential Unit that is vacant for a period of up to two (2) years following the date the registered owner was admitted to care (hospitalization, long-term care);

(g) A Residential Unit whose owner has died will be exempt from a VHT levy in the period of up to twenty-four (24) months beginning the month after the owner(s)' death, provided the Residential Unit was Occupied at the time of death. Applies to the legal estate or heir without any extension to the exemption period (24 months);

(h) A Residential Unit used exclusively as a Short-Term Rental if Occupied for a minimum of 183 days during the taxation year. Eligible stays are limited to those in respect of which the City's Municipal Accommodation Tax has been paid. Cannot be claimed in conjunction with any other exemption;

(i) A Residential Unit that is owned by a business and used exclusively as a part-time residence by their employees, directors, or clients for a minimum of 183 days during the taxation year. Cannot be claimed for a property used or offered as a Short-Term Rental during the year, and cannot be claimed in conjunction with any other exemption;

(j) A Residential Unit with a court order preventing occupancy during the Vacancy Reference Year, unless the order is conditional on an action of the owner, or the state and condition of the property and the owner has not made reasonable efforts to remedy the circumstances that led to the order;

(k) Multi-residential properties (more than 6 units); or

(l) A Residential Unit that is managed or considered social or affordable housing and is in receipt of funding from the City.

BILLING

6. When the occupancy of a Residential Unit has been declared or deemed to have been vacant during the Vacancy Reference Year, a bill will be issued to the property owner.

7. The calculation will be the assessment value of the property in the Vacancy Reference Year multiplied by the Tax Rate. There will be no proration based on number of days vacant.

8. The bill will be added to the property tax account and payable in one installment payment due within 90 days of the issue date of the bill. Any amount outstanding after the due date will be subject to penalty (1.25%) and interest calculated monthly at a rate of 1.25%.

COMPLIANCE AND AUDIT

9. By virtue of this By-law, the City is authorized to request evidentiary documentation from property owners to determine occupancy status of a Residential Unit.

10. Administration is authorized to take any and all action that is deemed necessary to enforce compliance, and to undertake audits and inspections as necessary relative to the collection and remittance of the VHT.

APPEALS AND DISPUTE RESOLUTION

11. A property owner may file a Notice of Complaint form if they choose to dispute their VHT bill. The form, along with supporting documentation, must be received within 30 days of the date of the VHT bill.

12. The submission from the Property Owner will be reviewed by the City and results outlined in a VHT Audit Determination Notice.

13. Within 30 days of receiving the Determination Notice, the property owner will have the opportunity to appeal by filing a Request for Review. This Request will be reviewed by the Municipal Vacant Home Tax Review Committee. The committee will notify the owner via Notice of Decision, and this decision will be considered final.

PENALTY FOR FALSE DECLARATION

14. A penalty of $3,500 is to be imposed for declarations determined to be deliberately false or misleading in order to avoid the VHT.

ANNUAL REPORTING

15. A report to Council must be prepared annually to report on the status and results of the current year's VHT program and include recommendations for changes going forward.

GENERAL

16. This By-law shall come into force and take effect on the day of the final passing thereof.

17. The City Treasurer shall be responsible for the administration and enforcement of this By-law and may delegate the performance of any one or more of his or her functions under this By-law to one or more persons from time to time as the occasion requires and may impose conditions upon such delegation and may revoke such delegation and may continue to exercise any function delegated during the delegation.

18. If any section or portion of this By-law is found to be invalid by a court of competent jurisdiction, all remaining sections and portions of the By-law continue in full force and effect.

19. This By-law may be referred to as the "Vacant Home Tax By-law".

DREW DILKENS, MAYOR

CITY CLERK

First Reading - May 27, 2024
Second Reading - May 27, 2024
Third Reading - May 27, 2024

BY-LAW NUMBER 92-2024

A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW"

Passed the 27th day of May, 2024.

WHEREAS it is deemed expedient to further amend By-law Number 8600 of the Council of The Corporation of the City of Windsor, cited as the "City of Windsor Zoning By-law" passed the 31st day of March, 1986, as heretofore amended:

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. By-law Number 8600 is further amended by changing the Zoning District Maps or parts thereof referred to in Section 1, of the by-law and made part thereof, so that the zoning district symbol of the lands described in Column 3 shall be changed from that shown in Column 5 to that shown in Column 6:

1. Item Number	2. Zoning District Map Part	3. Lands Affected	4. Official Plan Amendment Number	5. Zoning Symbol	6. New Zoning Symbol
1	4	Westerly half of Part Lot 72, Concession 1 Sandwich West, further identified as Parts 2 and 4 on the draft reference plan attached as Appendix A to Report S 14/2024 (PIN: 01206-0266; Roll No: 040-430-04150; situated on the north side of Pelletier Street, east of McKay Avenue; known municipally as 1350 Pelletier Street)	--	MD2.13	RD2.2

DREW DILKENS, MAYOR

CITY CLERK

First Reading - May 27, 2024
Second Reading - May 27, 2024
Third Reading - May 27, 2024

BY-LAW NUMBER 93-2024

A BY-LAW TO AMEND BY-LAW 250-2004 BEING A BY-LAW RESPECTING SIGNS AND OTHER ADVERTISING DEVICES IN THE CITY OF WINDSOR

Passed the 27th day of May, 2024.

WHEREAS it is deemed expedient to amend By-Law 250-2004 passed the 26th day of July, 2004, being a by-law respecting signs and other advertising devices in the City of Windsor, as amended (the "**By-law**");

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That the By-law be amended as follows:

1) by adding the following as Section 2.47:

2.47 **OPERATIONAL APPROVAL** means confirmation by the AUTHORITY HAVING JURISDICTION that all required inspections relating to a SIGN PERMIT in accordance with Section 4.8 herein have been satisfied.

, and by renumbering all subsequent definitions under Section 2 accordingly.

2) by adding the following definition as Section 2.56:

2.56 **SENSITIVE USE** means a USE of a LOT that is zoned as either Residential or Institutional land under the ZONING BY-LAW, which USE may include the presence of a building or structure on such LOT being used as a dwelling, school, long-term care facility, hospital, day nursery, crisis residence, group home or group residence.

, and by renumbering all subsequent definitions under Section 2 accordingly.

3) by adding the following definition as Subsections 2.57.4:

2.57.4 **FIRST PARTY ADVERTISING SIGN** means a SIGN which identifies or directs attention to a business, profession, commodity, service, event or other activity being conducted, sold or offered on the property on which the SIGN is located.

, and by renumbering all subsequent definitions under Section 2.57 accordingly.

4) by adding the following definition as Subsection 3.57.8:

2.57.8 **THIRD PARTY ADVERTISING SIGN** means a SIGN which identifies or directs attention to a business, profession, commodity, service, event or other activity not being conducted, sold or offered on the property on which the ADVERTISING SIGN is located.

5) by deleting Section 2.58.10 in its entirety and replacing it with the following:

2.58.10 **SIGN FACE** means that portion of the SIGN, excluding the supporting STRUCTURE, borders and frames, upon which, against, or through which COPY is DISPLAYED or is capable of being DISPLAYED. Further:

(a) **SINGLE SIGN FACE**: means a SIGN having only one face plane.

(b) **DOUBLE SIGN FACE**: means a SIGN having two sign face planes with each SIGN FACE being of equal area and identical length and width, and,
i. with two parallel opposing (back-to-back) faces, or
ii. creating a "V-shape" with an interior angle of less than or equal to 90 degrees.

(c) **MULTIPLE SIGN FACE**: means a SIGN having more than two SIGN FACES, or a BILLBOARD SIGN with two SIGN FACES creating a "V-shape" with an interior angles greater than 90 degrees.

, and by renumbering all subsequent definitions under Section 2.58 accordingly.

6) by deleting Section 2.62.7 in its entirety and replacing it with the following:

2.62.7 **BILLBOARD SIGN** means a THIRD PARTY ADVERTISING SIGN that is either a GROUND SIGN or a WALL SIGN, which has COPY fastened in such a manner so as to permit its periodic replacement, which for greater certainty does not include a FIRST PARTY ADVERTISING SIGN.

7) by deleting Section 2.62.26 in its entirety and replacing it with the following:

2.62.26 **MOBILE SIGN** means a SIGN designed to be readily moved from one location to another and which does not rely on a BUILDING or fixed foundation for its structural support. This definition shall include a MANUAL CHANGING COPY SIGN but shall not include an ELECTRONIC CHANGING COPY SIGN mounted to a vehicle. This shall include a T-frame SIGN, but shall not include an A-FRAME SIGN.

8) by adding the following SIGN TYPES to Subsections 2.62:

DIGITAL SIGN means an electronically and/or computer controlled SIGN, or a part thereof, which does contain ILLUMINATED copy whose content can be changed.

POSTER BILLBOARD SIGN means a BILLBOARD SIGN comprised of paper panels affixed by adhesive means, that is neither a DIGITAL SIGN nor an ELECTRONIC CHANGING COPY SIGN.

WALL SIGN means a SIGN that is supported by, erected on or attached to an exterior wall of any BUILDING or other STRUCTURE.

9) by deleting Section 3.3.3 in its entirety and replacing it with the following:

3.3.3 Notwithstanding section 3.3.2, BILLBOARD GROUND and BILLBOARD WALL SIGNS may have changing COPY that occurs at intervals of not less than 8 seconds.

10) by adding the following as Subsections 4.2.6(e) and 4.2.6(f):

4.2.6

(e) Preapproval from the Windsor Airport Authority for any ELECTRONIC CHANGE COPY SIGN situated within **300m** of the airport property lands.

(f) Preapproval from the Ministry of Transportation of Ontario for any ELECTRONIC CHANGE COPY SIGN situated within **400m** of any street or route under the Ministry's JURISDICTION.

11) by adding the following as Section 4.3.3:

4.3.3 Where a SIGN PERMIT for a BILLBOARD SIGN has been transferred by the previous OWNER of the SIGN to a new OWNER of the SIGN, the new OWNER of the SIGN shall provide written notification of the transfer to the AUTHORITY HAVING JURISDCTION in a form and manner satisfactory to the Chief Building Official, and shall pay the fee prescribed in accordance with the City of Windsor's current Schedule of Fees and Service Charges.

12) by adding the following as Sections 4.5.4 and 4.5.5:

4.5.4 A SIGN PERMIT to modify or restore a BILLBOARD SIGN expires in the same period of time for expiration of a SIGN PERMIT for the erection or display of the SIGN in accordance with Sections 4.5.1 – 4.5.3 herein.

4.5.5 Where a SIGN PERMIT has expired, the OWNER of the SIGN shall immediately remove the SIGN, and in the case of a BILLBOARD SIGN, the OWNER of such SIGN shall also remove the identifier required by Section 6.3 herein.

13) by adding the following as Subsection 4.6.1(e):

(e) The OWNER of the SIGN has submitted a written request to revoke the SIGN PERMIT.

14) by adding the following as Section 4.9:

4.9 <u>Renewal Applications</u>

4.9.1. OPERATIONAL APPROVAL of a BILLBOARD SIGN shall expire five (5) years from the issuance of such OPERATION APPROVAL.

4.9.2 The OPERATIONAL APPROVAL of a BILLBOARD SIGN will automatically expire upon removal of the BILLBOARD SIGN, as of the date such SIGN is removed.

4.9.3 Prior to the expiry of an OPERATIONAL APPROVAL, provided no modifications or restorations are proposed to the SIGN, the OWNER of a BILLBOARD SIGN may submit, in a form and manner satisfactory

to the Chief Building Official, a renewal application for a further five (5) year OPERATIONAL APPROVAL period.

4.9.4 The OWNER of a BILLBOARD SIGN applying for renewal of the OPERATIONAL APPROVAL shall file with the AUTHORITY HAVING JURISDICTION all information and documents required, in a form and manner satisfactory to the Chief Building Official, and shall pay the fee prescribed in accordance with the City of Windsor's current Schedule of Fees and Service Charges.

4.9.5 Where a modification or restoration to a BILLBOARD SIGN is proposed, a renewal of the OPERATIONAL APPROVAL cannot be granted, and the OWNER will be required to submit an application to the Chief Building Official for a new SIGN PERMIT.

4.9.6 Notwithstanding Subsection 4.9.4, where an existing BILLBOARD SIGN with an unexpired OPERATIONAL APPROVAL no longer complies with this By-law due to a variance or by-law amendment being granted by the AUTHORITY HAVING JURISDICTION permitting the erection of another BILLBOARD SIGN, the OWNER of such BILLBOARD sign may submit a renewal application rather than an application for a new SIGN PERMIT.

15) by adding the following as Section 5.1.4:

5.1.4 A SIGN PERMIT is not required for changes to a POSTER BILLBOARD SIGN or an ELECTRONIC CHANGING COPY SIGN, provided the existing shape and dimensions of such BILLBOARD SIGN are not altered or modified in any way.

16) by deleting the chart under Section 6.3 in its entirety and inserting the chart attached hereto as Schedule "A" in its place.

17) by deleting Table 6.3.1 in its entirety, and inserting the following in its place:

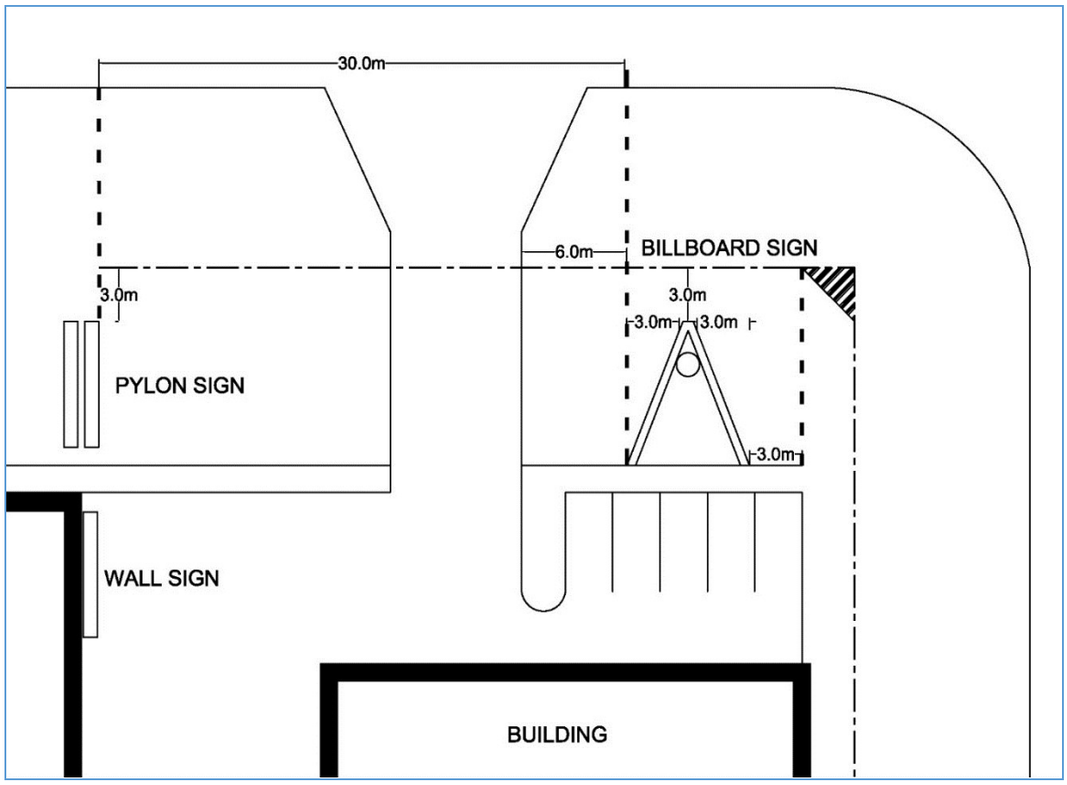
Table 6.3.1
Prohibited location for erecting ELECTRONIC CHANGING COPY BILLBOARDS

subsection	(a)	(b)	(c)	(d)
Table 6.3.1	**Posted Speed Limit (km/hour)**	**Distance before Stop Line (m)**	**Distance after Stop Line (m)***	**Lateral Offset Prohibited Area on both sides of street (m)****
	50 or less	65	90	16
	60	85	110	20
	70	110	125	23
	80 or more	140	130	26

*If a stop line is not present than the point for measurement will be prescribed by the City.
**Lateral Offset measured from edge of curb or as prescribed by the City.

18) by deleting Table 6.3.2 in its entirety, and inserting the following in its place:

Figure 6.3.1
BILLBOARD SIGN OFFSETS



19) by deleting Section 9.6.1 in its entirety and replacing it with the following:

9.6.1 The following are each a designated CONTROLLED ACCESS HIGHWAY (refer to Schedule "C" for CONTROLLED ACCESS HIGHWAY map):

(a) The **E. C. Row Expressway** PUBLIC ROAD ALLOWANCE;
(b) The **Ojibway Parkway** PUBLIC ROAD ALLOWANCE; and
(c) The **Herb Gray Parkway** PUBLIC ROAD ALLOWANCE.

20) by adding the following as Section 9.6.3:

9.6.3 All BILLBOARD SIGNS must be ERECTED or DISPLAYED at a minimum distance of a 400 metre setback:

(a) from the PUBLIC ROAD ALLOWANCE of a CONTROLLED ACCESS HIGHWAY; or
(b) of any on-off ramp of a CONTROLLED ACCESS HIGHWAY.

21) by deleting Section 9.7.2 in its entirety and inserting the following in its place:

9.7.2 No PERSON shall ERECT, cause to ERECT, DISPLAY or cause to DISPLAY any of the following SIGNS within a NATURAL HERITAGE AREA:

(a) Any ILLUMINATED SIGN;

(b) Any TEMPORARY SIGN;

(c) Any BILLBOARD SIGN; or

(d) Any ELECTRONIC CHANGING COPY SIGN,

and further, NO PERSON shall ERECT, cause to ERECT, DISPLAY or cause to DISPLAY any ELECTRONIC CHANGING COPY SIGN within 300 metres of a NATURAL HERITAGE AREA.

22) by adding as Section 9.7.5 the following:

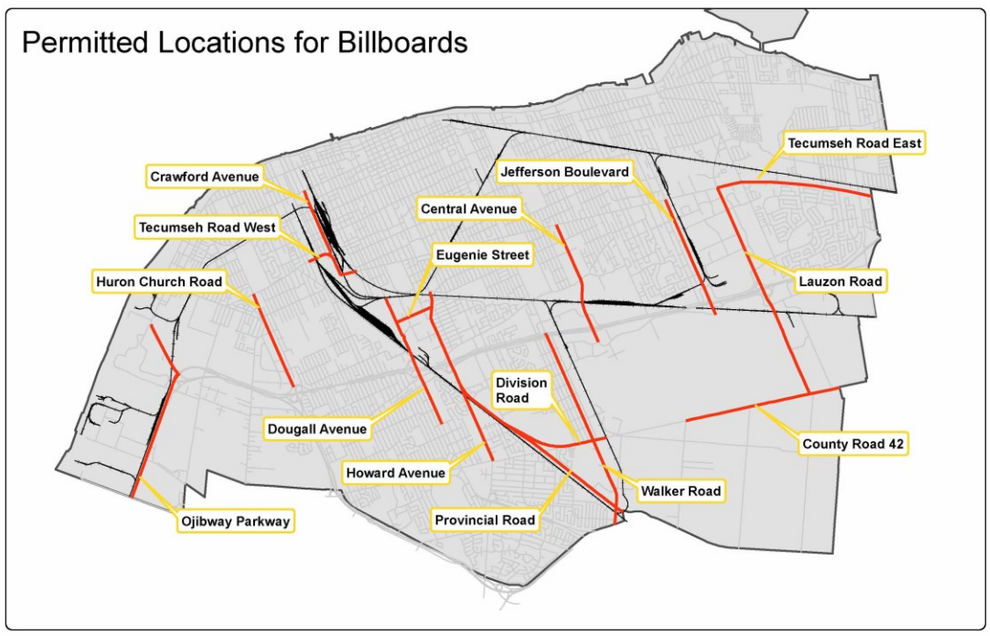
9.7.5 NO PERSON shall ERECT, cause to ERECT, DISPLAY or cause to DISPLAY any ELECTRONIC CHANGING COPY SIGN within 300 metres of a HERITAGE AREA.

23) by adding as Subsection 10.1.1(l) the following:

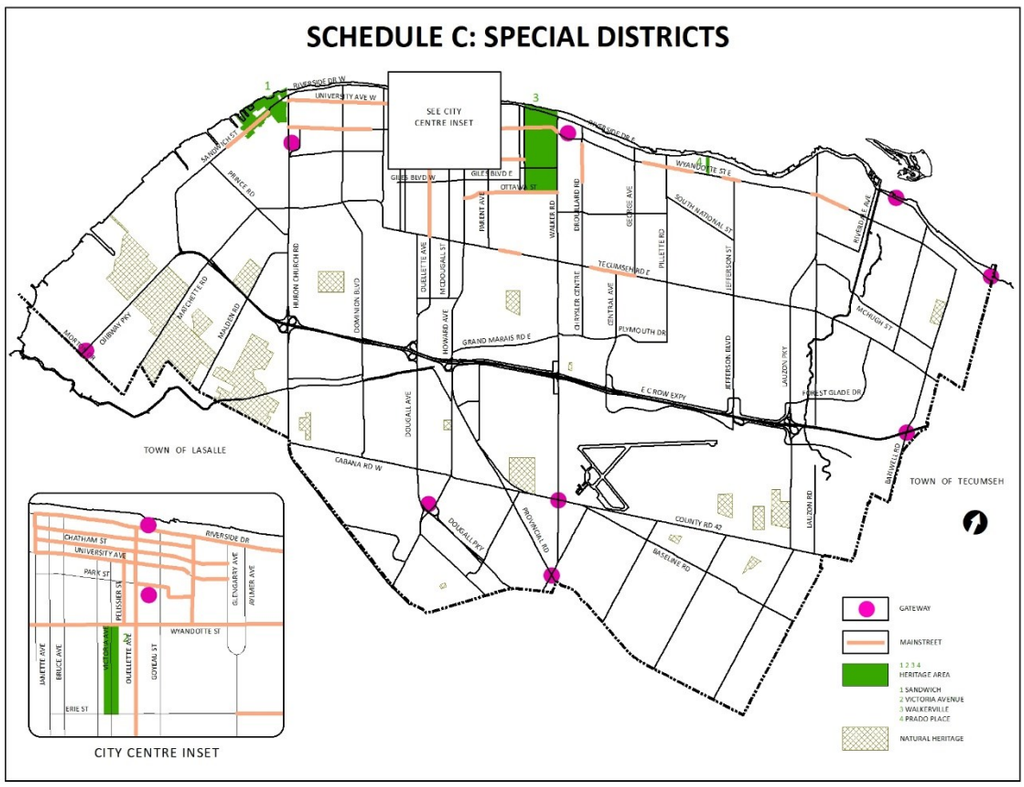
(l) An ELECTRONIC CHANGING COPY SIGN mounted to a vehicle.

24) by deleting Schedule "B" in its entirety and inserting the following into its place:

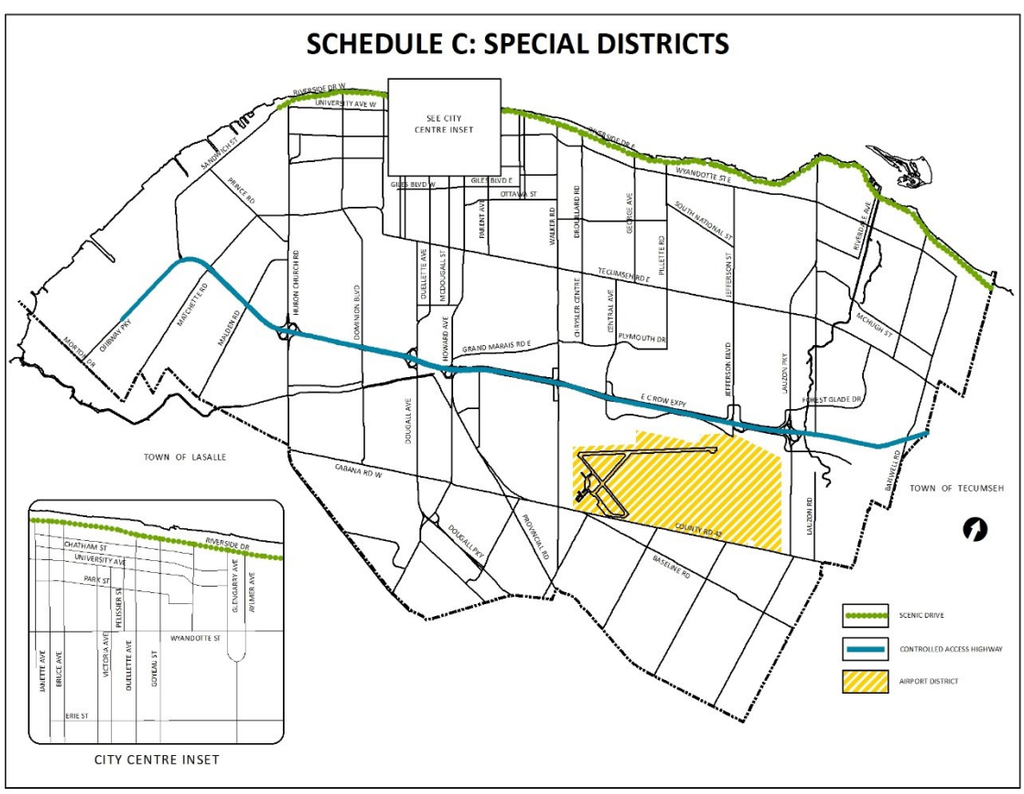
Schedule "B" PERMITTED LOCATIONS FOR BILLBOARDS



25) by deleting page C.2 of Schedule "C" in its entirety and inserting the following into its place:



26) by deleting page C.3 of Schedule "C" in its entirety and inserting the following into its place:



2. That this by-law shall come into force and take effect on the day of the final passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - May 27, 2024
Second Reading - May 27, 2024
Third Reading - May 27, 2024

Schedule "A"

subsection		BILLBOARD GROUND AND WALL SIGNS on Private Property	
6.3.1	**Sign Types Permitted**	**GROUND BILLBOARD SIGN**	**WALL BILLBOARD SIGNS**
6.3.2	**Permitted Locations**	Unless specifically provided in this By-law, a BILLBOARD GROUND or WALL SIGN shall be permitted only on a LOT within a Manufacturing District or a Commercial District, provided that such lot abuts one of the following STREETS and the proposed BILLBOARD is oriented to be primarily visible from traffic on that street: i. Central Avenue, south of Tecumseh Road; ii. Crawford Avenue, between Wyandotte Street West and Tecumseh Road West; iii. Division Road; iv. Dougall Avenue, south of the Essex Terminal Railway and north of Liberty Street; v. Eugenie Street, between Howard Avenue and Dougall Road; vi. Howard Avenue, between the Canadian Pacific Railway Underpass and Cabana Road East; vii. Huron Church Road, between Tecumseh Road West and E.C. Row Expressway; viii. Jefferson Boulevard, south of Tecumseh Road; ix. Provincial Road; x. Tecumseh Road East, between Lauzon Pkway and the eastern City Boundary; xi. Tecumseh Road West, between McKay Avenue and Janette Avenue; xii. Walker Road South of E.C. Row; or xiii. Ojibway Pkway.	
6.3.3	**Sign Classifications**	THIRD PARTY ADVERTISING SIGN or INFORMATION SIGNS	
6.3.4	**Maximum Number of Signs**	i) One (1) BILLBOARD SIGN of any type per LOT where no FIRST PARTY ADVERTISING SIGN, including a GROUND SIGN or WALL SIGN, currently exists; ii) If two (2) or more FIRST PARTY ADVERTISING SIGNS that are GROUND SIGNS have been authorized for the lot in accordance with this Bylaw, then one (1) of the existing FIRST PARTY ADVERTISING SIGNS may be replaced by a maximum of one (1) BILLBOARD SIGN; iii) The allowed cumulative total sign face area of all FIRST PARTY ADVERTISING SIGNS will not exceed the maximum total SIGN FACE AREA through the introduction of a BILLBOARD SIGN; and iv) There are no variances on the property to exceed the maximum allowable number of SIGNS or the maximum SIGN FACE AREA on the LOT.	
6.3.5	**Number of Sign Faces**	i) One (1) Single and/or double SIGN FACES or ii) One (1) 'V'-shaped Sign with an	i) One (1) Single SIGN FACE

		interior angle of less than or equal to 90 degrees.	
6.3.6	**Maximum Height of Sign**	**9.0 m** above GRADE	
6.3.7	**Maximum Total Sign Face Area**	**22.0 m^2** per SIGN FACE	
6.3.8	**Maximum Changing Copy Area**	Not Permitted on POSTER BILLBOARD SIGNS or, 100% required for ELECTRONIC CHANGING COPY BILLBOARD SIGNS	
6.3.9	**Sign Face Extensions**	A maximum of five percent (5%) of the permitted total SIGN FACE AREA may extend beyond the main panel of the SIGN FACE of a POSTER BILLBOARD SIGN or, Not Permitted on ELECTRONIC CHANGING COPY SIGNS	
6.3.10	**Animation or Rotation**	Not Permitted	
6.3.11	**Illumination**	NON-ILLUMINATED, or EXTERNAL ILLUMINATION of a POSTER BILLBOARD SIGN or, INTERNAL or DIGITAL ILLUMINATION of an ELECTRONIC CHANGING COPY SIGN	
6.3.12	**Operational Approval**	OPERATIONAL APPROVAL is required for each BILLBOARD GROUND and WALL SIGN, and may be renewed in accordance with Section 4.9 of this By-law.	
6.3.13	**SIGN PERMIT**	A SIGN PERMIT, lasting 5 years is required for each BILLBOARD GROUND and WALL SIGN.	
6.3.14	**Sign Restrictions:**	**a) No part of any BILLBOARD GROUND or WALL SIGN shall:** i. Be ERECTED within 6.0 m of the intersection of a DRIVEWAY, ALLEY or ACCESS LANE with any PUBLIC ROAD ALLOWANCE; ii. Be ERECTED within 30.0 m of any FIRST PARTY ADVERTISING GROUND or WALL SIGN erected on the same LOT or on an abutting LOT; or iii. Be ERECTED on a LOT with a STREET FRONTAGE of less than 30.0 m.	
		b) No part of any BILLBOARD GROUND SIGN shall: i. Be ERECTED within **3.0 m** of the PUBLIC ROAD ALLOWANCE; ii. Be ERECTED within **3.0 m** of a SIDE LOT LINE; iii. Be ERECTED within **6.0 m** of a REAR LOT LINE;	**c) No part of any BILLBOARD WALL SIGN shall:** i. Be ERECTED on the primary BUILDING FAÇADE of a BUILDING or STRUCTURE; or ii. Be ERECTED on the first floor of any BUILDING.

		iv. Be ERECTED less than **2.4 m** above GRADE; or	
		v. Be ERECTED within a DAYLIGHT CORNER.	
6.3.15	**Special Provisions**	i) Notwithstanding the provisions of Section 6.3.14, no part of any BILLBOARD GROUND SIGN shall be erected closer to any LOT LINE than the distance permitted for any BUILDING or STRUCTURE in the Zoning By-law, if such distance is the greater.	
		ii) Notwithstanding the provisions of Section 6.3.2, no part of any BILLBOARD SIGN shall be erected closer than 300m of any Special Districts identified in Section 9 of this By-law.	
6.3.16	**Prohibitions for POSTER BILLBOARDS**	**No part of any POSTER BILLBOARD GROUND or WALL SIGN shall:**	
		i. Be ERECTED within a 200.0 m radius of any type of BILLBOARD GROUND or WALL SIGN; or	
		ii. Be ERECTED within 60.0 m of any RESIDENTIAL or SENSITIVE USE, where the SIGN STRUCTURE or the SIGN FACE will be directly visible from any point of a RESIDENTIAL or SENSITIVE USE in any BUILDING.	
6.3.17	**Prohibitions for ELECTRONIC CHANGE COPY BILLBOARDS**	**No part of any ELECTRONIC CHANGING COPY SIGN, that is either a BILLBOARD GROUND or WALL SIGN, shall:**	
		i. Be ERECTED within a 200.0 m radius of any POSTER BILLBOARD SIGN that is a GROUND SIGN or WALL SIGN; ii. Be ERECTED within a minimum distance of 500.0 m any other ELECTRONIC CHANGING COPY SIGN or DIGITAL SIGN, and provided that the two (2) SIGNS cannot be seen simultaneously in the same direction of travel; iii. Be ERECTED within 300.0m of any residential use or SENSITIVE USE, where the SIGN STRUCTURE or the SIGN FACE will be directly visible from any point of a residential use or SENSITIVE USE in any Building; or iv. Be ERECTED within a prohibited location at a controlled intersection, pedestrian crossing or railway crossing as identified in Section 6.3.2**.**	

BY-LAW NUMBER 94-2024

A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW"

Passed the 27th day of May, 2024.

WHEREAS it is deemed expedient to further amend By-law Number 8600 of the Council of The Corporation of the City of Windsor, cited as the "City of Windsor Zoning By-law" passed the 31st day of March, 1986, as heretofore amended:

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That subsection 1 of Section 20, of said by-law, is amended by adding the following paragraph:

503. WEST SIDE OF VICTORIA BOULEVARD BETWEEN BEALS ST WEST AND MEDINA ST WEST

For the 1393 m^2 lands comprising of Plan 1124, S Part Lot 223 N Part Lot 225; despite Section 10.4.5.4 and 10.4.5.8, the following additional regulations shall apply to a *Single Unit Dwelling*:

a) Main Building Height – maximum 10.4 m

b) Gross Floor Area – main building – maximum 675 m^2

3. The said by-law is further amended by changing the Zoning District Maps or parts thereof referred to in Section 1, of said by-law and made part thereof, so that the lands described in Column 3 are delineated by a broken line and further identified by the zoning symbol shown in Column 5:

1. Item Number	2. Zoning District Map Part	3. Lands Affected	4. Official Plan Amendment Number	5. Zoning Symbol
1	8	Plan 1124, S Part Lot 223 N Part Lot 225 3589 Victoria Boulevard		S.20(1)503

DREW DILKENS, MAYOR

CITY CLERK

First Reading - May 27, 2024
Second Reading - May 27, 2024
Third Reading - May 27, 2024

BY-LAW NUMBER 95-2024

A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW"

Passed the 27th day of May, 2024.

WHEREAS it is deemed expedient to further amend By-law Number 8600 of the Council of The Corporation of the City of Windsor, cited as the "City of Windsor Zoning By-law" passed the 31st day of March, 1986, as heretofore amended:

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That subsection 1 of Section 20, of said by-law, is amended by adding the following clause:

495. EAST SIDE OF WOODWARD BOULEVARD BETWEEN LEDYARD AVENUE AND MOXLAY AVENUE

For the lands comprising of Part of Lot 19 & Closed Alley, Plan 1045, PIN No. 01349-0395 LT, a *Semi-Detached Dwelling* shall be an additional permitted *main use* subject to the following additional provisions:

1. The *Semi-Detached Dwelling* provisions of Section 10.1.5 shall apply; and
2. Section 5.99.80.1.1.b) shall not apply.

[ZDM 12; ZNG/7151]

2. The said by-law is further amended by changing the Zoning District Maps or parts thereof referred to in Section 1, of said by-law and made part thereof, so that the lands described in Column 3 are delineated by a broken line and further identified by the zoning symbol shown in Column 5:

1. Item Number	2. Zoning District Map Part	3. Lands Affected	4. Official Plan Amendment Number	5. Zoning Symbol
1	12	Part of Lot 19 & Closed Alley, Plan 1045, PIN No. 01349-0395 LT (located on the east side of Woodward Boulevard between Ledyard Avenue and Moxlay Avenue)		S.20(1)495

DREW DILKENS, MAYOR

CITY CLERK

First Reading - May 27, 2024
Second Reading - May 27, 2024
Third Reading - May 27, 2024

Item No. 13.7

BY-LAW NUMBER 96-2024

A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 4.80 METRE EAST/WEST ALLEY EAST OF MATTHEW BRADY BOULEVARD, NORTH OF ST. ROSE AVENUE, AND WEST OF ST. PAUL AVENUE, CITY OF WINDSOR

Passed the 27th day of May, 2024.

WHEREAS the 4.80 metre portion of the east/west alley east of Matthew Brady Boulevard, north of St. Rose Avenue, and west of St. Paul Avenue, City of Windsor, more particularly described in Schedule "A" hereto annexed, is assumed for subsequent closure;

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That the 4.80 metre portion of the east/west alley east of Matthew Brady Boulevard, north of St. Rose Avenue, and west of St. Paul Avenue, City of Windsor, more particularly described in Schedule "A" hereto annexed and forming part of this by-law, be and the same is hereby assumed for subsequent closure.

2. That this by-law shall come into force and take effect on the day of the final passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - May 27, 2024
Second Reading - May 27, 2024
Third Reading - May 27, 2024

SCHEDULE "A"
TO BY-LAW 96-2024

Alley Plan 1181, designated as Parts 1, 2 and 3, Plan 12R-29084; Windsor

Being part of PIN 01073-0476 (LT)

City of Windsor
County of Essex

BY-LAW NUMBER 97-2024

A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 4.80 METRE EAST/WEST ALLEY EAST OF MATTHEW BRADY BOULEVARD, NORTH OF ST. ROSE AVENUE, AND WEST OF ST. PAUL AVENUE, CITY OF WINDSOR

Passed the 27th day of May, 2024.

WHEREAS it is deemed expedient to close, stop up and convey the 4.80 metre portion of the east/west alley east of Matthew Brady Boulevard, north of St. Rose Avenue, and west of St. Paul Avenue, City of Windsor, more particularly described in Schedule "A" attached hereto;

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That the 4.80 metre portion of the east/west alley east of Matthew Brady Boulevard, north of St. Rose Avenue, and west of St. Paul Avenue, City of Windsor, more particularly described in Schedule “A” attached hereto and forming part of this by-law, be and the same is hereby closed and stopped up.

2. That any required easements pursuant to Council Resolution CR58/2021, be registered prior to conveyance.

3. That the lands described as Parts 1 and 2, Plan 12R-29084 be conveyed to the abutting owners, and that the conveyance cost be set in accordance with Council Resolution CR58/2021.

4. That the lands described as Part 3, Plan 12R-29084 be conveyed to the owner of 7730 St. Rose Avenue, and that the conveyance cost be set in accordance with Council Resolution CR58/2021.

5. That the Chief Administrative Officer and City Clerk be authorized and directed to execute on behalf of The Corporation of the City of Windsor and to seal with the seal thereof, any and all documents necessary to implement the foregoing; and that the transaction be completed electronically, for property where it is available, pursuant to By-law Number 366-2003, as amended from time to time.

6. This by-law shall come into force and take effect the day upon which it is registered in the Land Registry Office for the County of Essex (No. 12).

DREW DILKENS, MAYOR

CITY CLERK

First Reading - May 27, 2024
Second Reading - May 27, 2024
Third Reading - May 27, 2024

SCHEDULE "A"
TO BY-LAW 97-2024

Alley Plan 1181, designated as Parts 1, 2 and 3, Plan 12R-29084; Windsor

Being part of PIN 01073-0476 (LT)

City of Windsor
County of Essex

BY-LAW NUMBER 98-2024

A BY-LAW TO DESIGNATE THE LANDS AND PREMISES SITUATE WITHIN THE CITY OF WINDSOR, MUNICIPALLY KNOWN AS 1646 ALEXIS ROAD, TO BE OF CULTURAL HERITAGE VALUE OR INTEREST UNDER THE PROVISIONS OF THE ONTARIO HERITAGE ACT, R.S.O. 1990, CHAPTER O.18, AS AMENDED

Passed the 27th day of May, 2024

WHEREAS by virtue of the provisions of the Ontario Heritage Act, R.S.O. 1990, Chapter O.18, as amended, the Council of a municipality may, by by-law, designate a property within the municipality to be of cultural heritage value or interest.

AND WHEREAS upon consideration of the recommendation of the Development & Heritage Standing Committee, The Corporation of the City of Windsor deems it desirable and expedient to designate the lands municipally known as *1646 Alexis Road*, more particularly described in Schedule "A" annexed hereto and forming part of this by-law (the subject lands), to be of cultural heritage value or interest, for the reasons stated in Schedule “B” annexed hereto and forming part of this by-law.

AND WHEREAS notice of intention to so designate the subject lands, was served on the owner(s) of the said subject lands and upon the Ontario Heritage Trust and such notice was published in a newspaper having general circulation in the municipality, on 23rd day of March*, 2024.*

AND WHEREAS no Notice of Objection has been served on the Clerk of the Municipality within thirty (30) days after the date of publication of the Notice of Intention in a newspaper having general circulation in the municipality.

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That the lands municipally known as *1646 Alexis Road,* more particularly described in said Schedule "A" annexed hereto, be and the same is hereby designated to be of cultural heritage value or interest, for the reasons stated in said Schedule “B” annexed hereto.

2. This by-law shall come into force and take effect after the final passing thereof on the day upon which it is electronically registered in the Land Registry Office for the County of Essex (No. 12), if no appeals are received after 30 days of the publication of the bylaw.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - May 27, 2024
Second Reading - May 27, 2024
Third Reading - May 27, 2024

SCHEDULE "A"
TO BY-LAW 98-2024

PT LOT 100 CONCESSION 1 SANDWICH EAST; DESIGNATED AS PART 1, PLAN 12R29664; WINDSOR

Part of PIN 01122-0505
1646 Alexis Road

SCHEDULE "B"
TO BY-LAW 98-2024

STATEMENT OF CULTURAL HERITAGE VALUE AND INTEREST
Gordon McGregor School (former)
1646 Alexis Road

Description of Historic Place:

The former Gordon McGregor Public School is located at 1646 Alexis Road, within the former boundary of Ford City (East Windsor). The red-brick, two-storey plus basement school constructed in 1924, was originally designed with an asymmetrical facade, a protruding northwest block and front entrance with carved oak doors flanked by brick masonry. Prominent in the design is a horizontal decorative stone banding with low relief medallions above the second story window, as well as two storey stone surrounds around the glazing. The building is one of the oldest remaining public elementary school buildings. It is a significant neighbourhood landmark at the southeastern boundary of the former Town of Ford City, reflecting the early phases of the town's development and its demands for public educational facilities. Only the historic building and proximate surroundings (not including severed lands to be redeveloped) is part of the designation.

Design/Physical value:

The former Gordon McGregor School exhibits elements of Art Deco architecture popularized between 1910 to 1940. Known for its vertical and geometric form with design motifs, Art Deco architecture is often also recognized by its flat roofs, glass plate windows, center or side entrances with motif detailing and its smooth facades. [1]

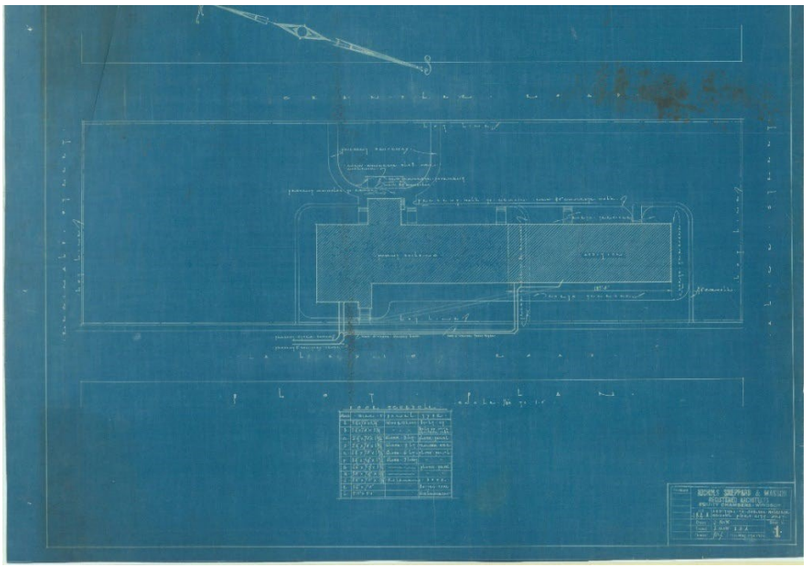
The Gordon McGregor School is a two-story building with a partial basement constructed in 1924. Designed by the locally significant architectural firm Nichols & Sheppard, the collaboration between Nichols, Sheppard, and Masson were then responsible for the addition in 1927 just two years after the initial construction. Travelling South on Alexis Road, the generous set back and landscaped main entrance provides visitors with an unhindered views of the school building.



[1] Heritage Resource Center. *Ontario Architectural Style Guide.* Retrieved from https://www.therealtydeal.com/wp-content/uploads/2018/06/Heritage-Resource-Centre-AchitecturalStyles-Guide.pdf.

Historical Photo of the Former Gordon McGregor School [2]

The building is currently identified by its asymmetrical variegated red brick façade constructed using common bond brick with a stone parapet. In addition, the elongated rectangular massing and its simple, streamlined design further accentuates the building's overall linearity, drawing vertical emphasis on the façade through the utilization of clean straight lines (through the stone surrounds at glazing) and minimal decorations that are often found in Art Deco architecture. [3] The same architects were responsible for the 1927 addition, incorporating the same uniform design for the 19 room expansion.



Blueprint depicting the original and addition to the Gordon McGregor School[4]

The building has a protruding front entrance on the Northwest block accented by a stone frame, with a stepped front concrete stairwell flanked by brick masonry side walls. The entrance was decorated with a pair of sconces, and featured the words "Gordon McGregor" and "ad. School. 1924" inscribed onto the stone panel overhead, and formerly a triple set of decorated carved wooden doors (since replaced). The Northwest protruding block of the building also houses the school's gymnasium.

The Northwest block was originally designed with a stepped (peaked) parapet roof capped with stone/concrete while the rectangular back portion of the building is complimented by a flat roof. The Northwest block's peak was removed and now features a flat roof in correspondence to the rest of the building. The smooth surface of the building's façade is enhanced by a decorative stone banding with low relief medallion designs below the roofline, while simple stone banding below the first-floor windows can also be seen surrounding the exterior of the back building block. Slightly below the roofline on the Northwest block is a shield and sword crest that seamlessly merges into the horizontal decorative stone banding on the façade. Two distinguishable low-relief medallions can be found on the same stone banding, one with a symbol of two keys crossing while the other pictures a symbol of a tree. A tall squared brick chimney with chamfered corners is located also at the northwest block, towards the back.

Uniformly repeated rectangular bay windows with classical stone frames and window sills are found on the front protruding block, whereas 22 bays of windows with banding can be seen spanning the entire front facade. The original windows

[2] Windsor Public Library. (1924). *Gordon McGregor School*. *PC-CD105.*

[3] RIBA. *Art Deco*. Retrieved July 5, 2023, from https://www.architecture.com/explore-architecture/art-deco

[4] Windsor Municipal Archives. (1926). *Blueprint of the Gordon McGregor School Addition.*

were double hung with sashes or fixed windows. Contrasting stone and brick vertical banding around the windows emphasizes the building's verticality. A typical brick panel featuring variety of header and stretcher brickwork is found between the floors of the windows. The back, east facade of the building resembles the design on the front facade, where four back entrances each with an overhead stones inscribed with 'Boys' and 'Girls' are located in intervals, between 19 sets of bay windows but unlike the front facade, unaccompanied by stone surrounds. In place of the stones surrounds, header, stretcher, soldier and rowlock brickwork emphasize the openings. It was noted that a 12' by 45' addition was made in 1956, of which is deduced to be an enhancement to the existing back entrance located northeast of the school building.

The tree-lined landscape character along the west property line was introduced through original young samplings of American Elm which were planted along Alexis Road when the building was first constructed. These trees were likely replaced by the current Norway Maple trees as a result of Dutch Elm Disease which was rampant throughout the region in the 1970s. The mature Maples are in similar location to the original trees. (The deciduous trees stationed right by the school's Northwest entrance have since been removed.) The tree-lined landscape is part of the original design intent of the property. Parks (Forestry) Department has confirmed that the trees are shared trees and would be maintained by the City.

The school building is a representative display of simple elements of Art Deco architecture from the 20th Century, in an institutional context in Windsor.

Historical/Associative Value

The construction of the Gordon McGregor Public School has direct associations to the emergence of Ford City and its roots in the Canadian automotive industry. Constructed in 1924, the school honored the late Gordon McGregor, founder of the Ford Motor Company of Canada. Gordon McGregor was one of the most prominent figures involved in the establishment of Windsor in the 20th Century.

Following his father William McGregor's death, Gordon McGregor assumed as president of the company Walkersville Wagon Works, which was going through a slump upon his succession.[5] Eventually, McGregor partnered with Henry Ford of Detroit who saw his company as a gateway to the proliferation of his products in the Canadian market. Thus, the Ford Motor Company of Canada was founded in 1904 with McGregor as Managing Secretary. [5] McGregor passed in 1922 due to internal injuries he sustained in a previous railroad accident. [6] Following his death, the Gordon McGregor Public School in Ford City was named after him both due to contributions, and because his brother, William Donald McGregor, who was the chairman of the Ford City Planning Board at the time. [7]

With its beginnings as a Village in 1913, Ford City achieved Town status by 1915 and grew alongside the Ford Windsor Engine Plant. By 1928-29, the Village was incorporated into the City of East Windsor, with over 16,000 residents, many originating from Central European countries to join the Ford work force. [8] Eventually, Ford City was amalgamated into the City of Windsor in 1935 and is now a well-recognised part of Windsor's history.

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[5] David Roberts, "McGREGOR, GORDON MORTON," in Dictionary of Canadian Biography, vol. 15, University of Toronto/Université Laval, 2003–, Retrieved, July 2, 2023, from http://www.biographi.ca/en/bio/mcgregor_gordon_morton_15E.html

[6] The Border Cities' Star. (1922, March 11). *Gordon M'Gregor Fails to Rally from Effects of Operation in Montreal Hospital*, pp. 1. ProQuest

[7] Roberts, D. (2006). *In the shadow of detroit: Gordon M. McGregor, Ford of Canada, and motoropolis*. p.261. Wayne State University Press.

[8] Windsor Architectural Conservation Advisory Committee 1996-1997. *The Village/ Town of Ford City Windsor, Ontario, Canada.* City of Windsor. Retrieved from, https://www.citywindsor.ca/residents/historyofwindsor/documents/ford_city walking tour.pdf

As more young families surged into town for employment in shops and factories, the Ford City population accompanied by the demand for schools soared. Between 1921 to 1924, there was a 300% increase in the demand for schools as the Bell Isle School (now demolished) constructed in 1917, was the only public school available in Ford City and was nearing its maximum capacity. [9] Furthermore, this demand for schools was also apparent in the emergence of bungalow-styled schools used to temporarily curb congestions in schools across the city. [9] Eventually, the Ontario Street School (now demolished) constructed in 1923 was also at its maximum with even the auditorium being used for classes. [10]

And so, the Gordon McGregor Public school was planned in 1923 by the Public-School Board of Ford City and opened on November 11, 1924, with a capacity of 470 students and an occupancy of 11 elementary classes. [11] This 19-classroom building was designed by the renowned architectural firm Nichols & Sheppard. Mr. K.C. Hortop served as the school's first principal from 1924 to 1955, followed by his time serving on the Windsor Board of Education in 1964. [12] It was noted that the school expanded after only two years of opening to accommodate the extensive growth of Ford City. The addition was built in 1926 and opened in February 1927, where architects Nichols, Sheppard, and Masson were once again responsible for the design. In 1927, the building was known to be the largest school in Ford City in addition to being the largest Elementary Educational Institution in the Windsor Region following the construction of its 18 new classrooms.[13] Despite all, the architects were met with criticism in 1927 when the School Board claimed that the finishing on the school was unsatisfactory, alongside the inconsistent brickwork and wainscoting on the school walls. [14]

Initially constructed as an elementary school, the Gordon McGregor School began offering Grade 9 classes in 1931, marking the introduction of Secondary education in East Windsor. [11] At the school's most glorious days, enrollment peaked in 1934 with 1,327 students, ranging from kindergarten to Grade 10, all cumulatively attending the Gordon McGregor School.[15] The Gordon McGregor school would go on to serve the neighborhood youths for just under a century, marking the closure of the Ford City neighborhood's longest remaining Public School constructed during the early 1920's.

In recent decades, decreases in school enrollment and consolidations resulted in closures of many public schools throughout the early 2000s. This was no different for the Gordon McGregor School, as the school continued its operation until 2016 when it officially closed due to dwindling student populations. The existing students were then transferred to the neighboring Percy P. McCallum, which was renamed W.F. Herman Academy following an amalgamation with the former W.F. Herman Secondary School during the same year.[16] After the school's official closure, the City of Windsor purchased the east section of the

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[9] The Border Cities' Star. (1925, December 31). *Border School Attendance Figures Jump Over 2,000 -*
Caring for Ever Increasing Number, Problem of Boards, pp. 24. ProQuest

[10] The Border Cities' Star. (1924, July 5). *Ford Schools Grow Rapidly*, pp. 16. ProQuest

[11] Norris, B. History of Windsor Public Schools. *Gordon McGregor Public School 1924 – Present*. Retrieved from Windsor Public Library. Local History Centre

[12] Drouillard Place. *Ford City Historic Walking Tour*. Retrieved From, http://drouillardplace.ca/wpcontent/uploads/2017/04/Ford-City-Historic-Walking-Tour2015.pdf

[13] The Border Cities' Star. (1927, December 31). *Public and Separate Schools Rapidly Expanding*, pp. 41.
ProQuest

[14] The Border Cities' Star. (1927, September 29). *Say School Poorly Built*, pp. 7. ProQuest

[15] Windsor Star. (2016, July 7). *Doors Close, But Memories Live On*, pp. 1. ProQuest

[16] Schmidt, D. (2016, June 18). *Students bid farewell to Gordon McGregor, vow to take school spirit with them*. Windsor Star. Retrieved July 2, 2023, from https://windsorstar.com/news/local-news/students-bidfarewell-to-gordon-mcgregor-vow-to-take-school-spirit-with-them

property, incorporating it into the Ford Test Track Park before it was listed for sale at $899,990.[17]

Throughout its 92-year history, the Gordon McGregor Public School was well recognized as a neighborhood landmark serving young students in the community. Dedicated to the founder of Ford Canada, Gordon McGregor's local success as both a leading businessman and charitable individual contributed much to the significant growth of Ford City and the City of Windsor itself. The need for the Gordon McGregor Public School was a direct outcome of the thriving motor enterprise and the associated population boom of the early 20th century.

The design of the building is attributed to locally significant architects David W.F. Nichols and Hugh P. Sheppard in 1924, with Nichols, Sheppard, and George Y. Masson responsible for the addition in 1926. In 1925, Masson was invited to join the existing partnership between Nichols and Sheppard, thus forming what was considered the most successful collaborations in the Windsor area.[18] The Nichols, Sheppard & Masson collaboration were credited with the design of over thirty institutional, educational, and commercial buildings, with some of the significant commissions being the John Campbell School, the Dr. Charles W. Hoare Residence, and the former Y.M.C.A. building, all designated heritage properties.

CONTEXTUAL VALUE

The subject property is located on Alexis Road, South of Reginald Street, North of Alice Street, and in proximity of the Drouillard Road Main Street that marked the center of Ford City. The former Ford Test Track (now municipal park) is located adjacent to the school property where physical education and races were once held at. When the school building was first constructed in 1924, the immediate surroundings were minimally inhabited. This is shown in the 1924 Fire Insurance Map, where houses are shown sparsely scattered in the area. Furthermore, there were no paved roads between Tecumseh Road, Pillette Road, Seminole Street, and Alexis Road for young students to travel on for short cuts when the school was first built.[19]

As families continued to populate the city, new dwellings began to emerge around the school property as indicated by the rise of home advertisements in the local newspaper. Reflected in the 1937 Fire Insurance Map is the new addition made to the school building. By 1953, it was evident that significant development had occurred in the neighborhood as the once existing empty parcels had become progressively filled.

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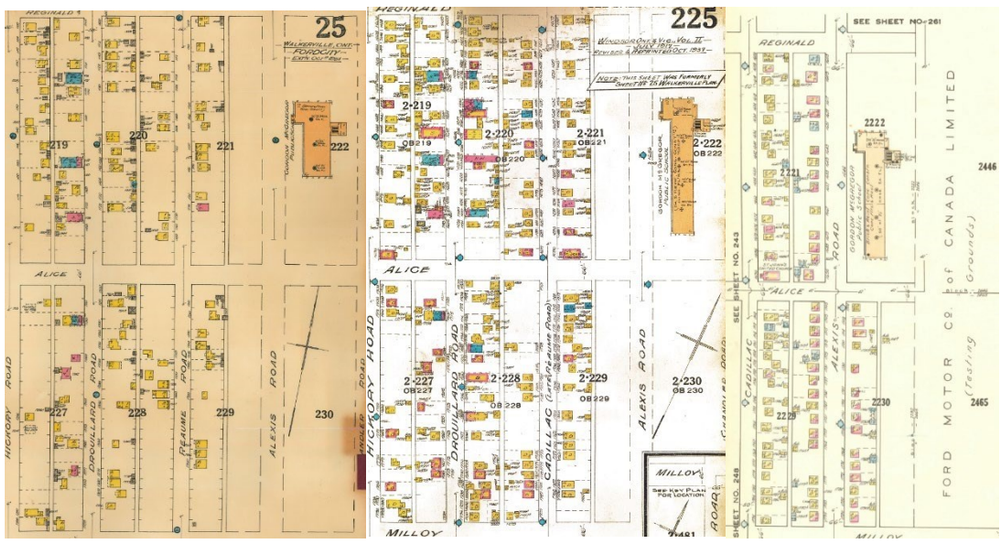
[17] Cross, B. (2019, April 28). *Former Gordon McGregor school listed for sale at $899,900*. Windsor Star.
Retrieved July 2, 2023, from https://windsorstar.com/news/local-news/former-gordon-mcgregor-school-listed-forsale-at-899900

[18] Hill, R. G. (n.d.). Masson, George Yule. Biographical Dictionary of Architects in Canada.
Retrieved July 2, 2023, from http://dictionaryofarchitectsincanada.org/node/2171

[19] The Border Cities' Star. (1927, September 7). *Parents Rap School Rule*, pp. 5. ProQuest



Fire Insurance Maps from 1924 (left), 1937 (middle), and 1953 (right)

The Gordon McGregor School is historically linked to its surrounding, with the demand for the school originating directly from the early growth of the Ford City neighborhood and the City of Windsor. At the time, the former Ontario Street School (now demolished) was reaching its peak capacity which resulted in the relocation of students to the Gordon McGregor School over a mile away.[19] Many parents were unsatisfied with the arrangement as young students would have to travel long distances away from their homes in the Pillette Village area.[19] This was coupled by the fact that the area surrounding the Gordon McGregor School was heavily unpopulated and underdeveloped, as evident in the fire insurance maps above. However, the increase from 490 to over 1,327 students in 1934 serves as sufficient indication of the valuable educational support the Gordon McGregor School provided as subsequent development occurred throughout the neighborhood.

The residential neighborhood is now characterized by its low-density single-detached dwellings. However, the school property was the first development in the neighbourhood and is visually distinguished from the surroundings. The Gordon McGregor building is a long-standing and significant landmark in the neighbourhood.

Heritage Attributes:

Exterior attributes that contribute to the design/physical value of Gordon McGregor School:

- 1924 and 1927 two-story plus basement building constructed with elements of Art Deco architectural style
- Generous landscape setback to school building (on west from Alexis Road)
- Elongated rectangular massing with sleek, streamlined design and minimal decoration
- Variegated red brick facade constructed in common bond with stone parapet, base stone and stone banding - Northwest portions feature:
    - Stepped front concrete stairs at front entrance flanked by masonry side walls
    - Originally featuring triple set decorated carved wooden doors with scones, and stone panel inscription with the words “Gordon McGregor" and "ad. School. 1924".
    - Two distinguishable low-relief medallions on the same stone banding, one with a symbol of two keys crossing and one with a symbol of a tree
    - Shield and sword crest merging into the horizontal decorative stone banding on the facade
    - Originally peaked parapet now stepped parapet roof capped with stone/concrete, with back building block featuring flat roof
    - Tall squared brick chimney with chamfered corners at back
- Decorative stone banding throughout school building, with low relief medallion designs below the roofline on the north and west elevations
- Stone surrounds around the windows spanning first and second floors on the north, west and south elevations, emphasizing the building’s verticality
- Brick panel featuring variety of header and stretcher brickwork found between the floors of the windows
- Variety of window openings: Original windows were hung windows in triple sets at the west elevation
- East entrances with stones inscribed ‘Boys’ and ‘Girls’ between window bays
- Stone sills and Header, stretcher, soldier and rowlock brickwork emphasizing openings on the east elevation
- Tree-lined landscape character along west property line

Attributes that contribute to the historical or associative value of Gordon McGregor School:

- School was built in honour of Gordon McGregor, founder of the Ford Motor Company of Canada who contributed to the establishment of Windsor.
- Addressed demands for public education as families joined the local workforce in shops and factories
- The largest school in Ford City in addition to being the largest Elementary Educational Institution in the Windsor Region during 1927
- Direct association with the rapid growth of the Ford City area
- Direct association with the history of public elementary schools in the Ford City area

- Early (1924) and long-time service (92 years) to former Ford City (East Windsor) and Sandwich East community as a public elementary school
- Oldest remaining former public elementary school building in Ford City
- Remnant of the early phases of the former Ford City's development and the growing demands for public educational space
- Designed by locally significant architects Nichols & Sheppard, with Nichols, Sheppard, and Masson responsible for the addition in 1927

Attributes that contribute to the contextual value of Gordon McGregor School:

- Located in proximity of the Ford Motor Windsor Engine Plant that employed many workers while the school addressed needs for education as more families moved into the neighbourhood
- Provided public education to young students in the immediate neighbourhood
- Contributed to the development of residences and construction of paved roads in the area
- Longstanding landmark in the neighbourhood

Item No. 13.10

BY-LAW NUMBER 99-2024

A BY-LAW TO CONVEY A PORTION OF THE 14.0 FOOT NORTH/SOUTH CLOSED ALLEY EAST OF HURON CHURCH ROAD, SOUTH OF MALDEN ROAD, AND WEST OF DAYTONA AVENUE, CITY OF WINDSOR

Passed the 27th day of May, 2024.

WHEREAS it is deemed expedient to convey a portion of the 14.0 foot north/south closed alley east of Huron Church Road, south of Malden Road, and west of Daytona Avenue, City of Windsor, more particularly described in Schedule "A" attached hereto;

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That a portion of the 14.0 foot north/south closed alley east of Huron Church Road, south of Malden Road and west of Daytona Avenue, City of Windsor, more particularly described in Schedule “A” attached hereto and forming part of this by-law, be conveyed to the abutting owners, and that the conveyance cost be set in accordance with Council Resolution CR26/2024.

2. That any required easements pursuant to Council Resolution CR26/2024, be registered prior to conveyance.

3. That the Chief Administrative Officer and City Clerk be authorized and directed to execute on behalf of The Corporation of the City of Windsor and to seal with the seal thereof, any and all documents necessary to implement the foregoing; and that the transaction be completed electronically, for property where it is available, pursuant to By-law Number 366-2003, as amended from time to time.

4. This by-law shall come into force and take effect the day upon which it is registered in the Land Registry Office for the County of Essex (No. 12).

DREW DILKENS, MAYOR

CITY CLERK

First Reading - May 27, 2024
Second Reading - May 27, 2024
Third Reading - May 27, 2024

SCHEDULE "A"
TO BY-LAW 99-2024

Block A, Plan 948, Sandwich West (Part Alley closed by R1038232); Part of Block B, Plan 997, Sandwich West (Part Alley closed by R1038232, designated as Parts 1 to 7, Plan 12R-29587, subject to R1098015; Windsor

Being all of PIN 01583-0888 (LT)

City of Windsor
County of Essex

BY-LAW NUMBER 100-2024

A BY-LAW TO FURTHER AMEND BY-LAW 188-2000, BEING A BY-LAW TO APPOINT PROVINCIAL OFFENCES OFFICERS FOR THE CORPORATION OF THE CITY OF WINDSOR

Passed the 27th day of May, 2024.

WHEREAS it is deemed expedient to further amend By-law Number 188-2000 being a by-law to appoint provincial offences officers, to update the list of persons enforcing regulatory by-laws;

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That Schedule "A" of By-law Number 188-2000 be deleted and the attached Schedule "A" be substituted therefore.

2. This by-law shall come into force and take effect on the day of the final passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - May 27, 2024
Second Reading - May 27, 2024
Third Reading - May 27, 2024

SCHEDULE "A"
TO BY-LAW NUMBER 188-2000

APPOINTED PROVINCIAL OFFENCES OFFICERS

Department	Name
Building	John Revell
Building	Joe Baker
Building	Roberto Vani
Building	Barbara Rusan
Building	Marc Ronald Mantha
Building	Oliver Pozar
Building	James Dario Sovran
Building	Brandon Calleja
Building	James Arthur Holmes
Building	Mike Kenneth Arthur
Building	Bradley Dugal
Building	Brian Jackson
Building	George Eberhardt
Building	Dante Lapico
Building	Nicole Brush
Building	Michael Forte
Building	Jay McGuire
Building	Nicola Gesuale
Building	Christopher Jedlinski
Building	Ian Sakal
Building	Brian Velocci
Building	Robert Crescenzi
Building	Armando Cala
Building	Michael Mollica
Building	Enrique Silveyra
Building	Peter Quaglia
Building	Domenic Scandale
Building	Mike Mollica
Fire Services	Malcolm Bondy
Fire Services	Carey Chase
Fire Services	Mike Coste
Fire Services	David Ethier
Fire Services	Sean Fabel

Department	Name
Fire Services	Jeff Goldthorpe
Fire Services	Karen Koski
Fire Services	Steve Laforet
Fire Services	Dave O'Neil
Fire Services	James Waffle
Licensing & By-law Enforcement	Dan Jenner
Licensing & By-law Enforcement	Don Balino
Licensing & By-law Enforcement	Rocco Iacobelli
Licensing & By-law Enforcement	Andrew Wong
Licensing & By-law Enforcement	Bart Pogorzelski
Licensing & By-law Enforcement	Michael Desjardins
Licensing & By-law Enforcement	Todd Hamilton
Licensing & By-law Enforcement	Craig Robertson
Licensing & By-law Enforcement	Rory Sturdy
Licensing & By-law Enforcement	Steve Vlachodimos
Licensing & By-law Enforcement	Kevin Kuprowski
Licensing & By-law Enforcement	Vedran Abidinovic
Licensing & By-law Enforcement	Gabrielle Fillion
Licensing & By-law Enforcement	Elie Houad
Licensing & By-law Enforcement	Patryk Michalik
Licensing & By-law Enforcement	Ian Blair
Office of the City Engineer	Bill Kralovensky
Office of the City Engineer	Phong Nguy
Office of the City Engineer	Shawn Barlow
Office of the City Engineer	Paul Hearn
Office of the City Engineer	Benjamin Byrne
Office of the City Engineer	Salvatore Vitale
Office of the City Engineer	John Colella
Office of the City Engineer	Andrew Lewis
Office of the City Engineer	Marc Ladouceur
Parks	Marc Edwards
Parks	Yemi Adeyeye
Parks	Gaspar Hovarth
Parks	Gaetan Taillon
Planning	Kristina (Chung Wah) Tang
Planning	Michael Cooke
Pollution Control	Kevin Webb

Department	Name
Pollution Control	George Michael Chernawski
Pollution Control	Mark Vander Voort
Pollution Control	Justine Cloutier
Pollution Control	David Petten
Pollution Control	Dan Mitchell
Pollution Control	Kai Yuan Qui
Pollution Control	Meraal Yared

BY-LAW NUMBER 101-2024

A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS MEETING HELD ON THE 27TH DAY OF MAY, 2024

Passed the 27th day of May, 2024.

WHEREAS it is deemed expedient that the proceedings of the Council of The Corporation of the City of Windsor at this meeting be confirmed and adopted by by-law;

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. The action of the Council of The Corporation of the City of Windsor in respect to each recommendation contained in the Report/Reports of the Committees and the local Boards and Commissions and each motion and resolution passed and other action taken by the Council of The Corporation of The City of Windsor at this meeting is hereby adopted and confirmed as if all such proceedings were expressly in this by-law.

2. The Mayor and the proper officials of The Corporation of the City of Windsor are hereby authorized and directed to do all things necessary to give effect to the action of the Council of The Corporation of the City of Windsor referred to in the preceding section hereof.

3. The Mayor and the City Clerk are authorized and directed to execute all documents necessary in that behalf and to affix thereto the seal of The Corporation of the City of Windsor.

This by-law shall come into force and take effect on the day of the final passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - May 27, 2024
Second Reading - May 27, 2024
Third Reading - May 27, 2024