

## Development & Heritage Standing Committee Meeting Agenda

**Date:** Monday, June 2, 2025

**Time:** 4:30 o'clock p.m.

**Location:** Council Chambers, 1<sup>st</sup> 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 By-law 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:**

Ward 1 – Councillor Fred Francis

Ward 4 - Councillor Mark McKenzie

Ward 7 - Councillor Angelo Marignani

Ward 9 - Councillor Kieran McKenzie

Ward 10 - Councillor Jim Morrison (Chairperson)

Member Anthony Arbour

Member Joseph Fratangeli

Member Daniel Grenier

Member John Miller

Member Charles Pidgeon

Member Robert Polewski

Member Khassan Saka

Member William Tape

## ORDER OF BUSINESS

Item #	Item Description
1.	<b>CALL TO ORDER</b>

READING OF LAND ACKNOWLEDGMENT

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.

2.	<b>DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF</b>
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3.	<b>REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS</b>
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4.	<b>COMMUNICATIONS</b>
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5.	<b>ADOPTION OF THE <i>PLANNING ACT</i> MINUTES</b>
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5.1.	Adoption of the Development & Heritage Standing Committee ( <i>Planning Act</i> ) minutes of its meeting held May 5, 2025 ( <b>SCM 166/2025</b> )
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6.	<b>PRESENTATION DELEGATIONS (<i>PLANNING ACT</i> MATTERS)</b>
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7.	<b><i>PLANNING ACT</i> MATTERS</b>
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8.	<b>ADOPTION OF THE MINUTES</b>
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8.1.	Adoption of the Development & Heritage Standing Committee minutes of its meeting held May 5, 2025 ( <b>SCM 165/2025</b> )
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**9. PRESENTATIONS AND DELEGATIONS (COMMITTEE ADMINISTRATIVE MATTERS)**

**10. *HERITAGE ACT* MATTERS**

- 10.1. Request for Partial Demolition of a Heritage Listed Property – 1218 Devonshire Road, Harold Wurster House (Ward 4) **(S 74/2025)**

**11. ADMINISTRATIVE ITEMS**

- 11.1. Demolition - 1279-1285 Langlois Ave - Request to extend timeframe for redevelopment of demolished dwelling - Ward 4 **(S 67/2025)**
- 11.2. University Avenue West and Wyandotte Street West CIP Grant - 1989 Wyandotte Street West (Ward 2) **(S 69/2025)**
- 11.3. Part Closure of north/south alley located between Brant Street and Wyandotte Street East, Ward 4, SAA-7198 **(S 70/2025)**
- 11.4. Brownfield Redevelopment CIP application - 0 Cabana Rd E, 0 Cabana Rd E, 2375, 2385 Cabana Rd E, and 4040 Walker Rd (Ward 9) **(S 72/2025)**

**12. COMMITTEE MATTERS**

**13. QUESTION PERIOD**

**14. ADJOURNMENT**



**Committee Matters: SCM 166/2025**

**Subject: Adoption of the Development & Heritage Standing Committee (Planning Act) minutes of its meeting held May 5, 2025**



**Development & Heritage Standing Committee Meeting  
(*Planning Act* Matters)**

**Date: Monday, May 5, 2025**

**Time: 4:30 o'clock p.m.**

**Members Present:**

**Councillors**

Ward 1 - Councillor Fred Francis  
Ward 4 - Councillor Mark McKenzie  
Ward 7 - Councillor Angelo Marignani  
Ward 9 - Councillor Kieran McKenzie  
Ward 10 - Councillor Jim Morrison (Chairperson)

**Members**

Member Charles Pidgeon  
Member John Miller  
Member Robert Polewski

**PARTICIPATING VIA VIDEO CONFERENCE ARE THE FOLLOWING FROM  
ADMINISTRATION:**

Robert Martini, Municipal Gaming Analyst  
Sandra Gebauer, Council Assistant

**ALSO PARTICIPATING IN COUNCIL CHAMBERS ARE THE FOLLOWING FROM  
ADMINISTRATION:**

Neil Robertson, City Planner  
Greg Atkinson, Deputy City Planner – Development  
Jason Campigotto, Deputy City Planner - Growth  
Lorie Gregg, Deputy Treasurer, Taxation, Treasury and Financial Projects  
Ian Day, Senior Manager Traffic Operations/Parking  
Aaron Farough, Senior Legal Council  
Patrick Winters, Manager, Development  
Tracy Tang – Planner III - Heritage  
Sophia Di Blasi, Planner III – Senior Urban Designer

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## Development & Heritage Standing Committee Tuesday, September 3, 2024

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Adam Szymczak, Planner III - Development  
Kevin Alexander, Planner III - Special Projects  
Laura Strahl, Planner III - Special Projects  
Frank Garardo, Planner III - Policy & Special Studies  
Simona Simion, Planner III - Economic Development  
Brian Nagata, Planner II, Development Review  
Juan Paramo, Development Engineer  
Elara Mehrilou, Transportation Planner I  
Natasha McMullin, Senior Clerk Steno  
Anna Ciacelli, Deputy City Clerk

### **Delegations—participating via video conference**

Item 7.1— Tracey Pillon-Abbs, RPP Principal Planner  
Item 7.3 – Robert Brown, Oakview Land Use Planning  
Item 10.1 – Marcus Letourneau, Project Consultant.  
Item 10.1 – Carl Bray, Project Consultant  
Item 11.1 – Theresa O’Neil, Dillon Consulting Ltd.  
Item 11.7 – Jackie Roy, Owner

### **Delegations—participating in person**

Item 7.1— Yousif Yako, Area Resident  
Item 7.1 – Linda Salim, Area Resident  
Item 7.2 – Terrence Kennedy, Area Resident  
Item 10.1 – Don Wilson, Area Resident  
Item 10.1 – Yolanda Sutts, Area Resident  
Item 10.3 – Arun Rattan, Property Owner  
Item 11.1 – Judy Bornais, Associate Vice President, University of Windsor  
Item 11.1 – Charlie Simpkins, Director, Strategic Initiatives & Business Enterprise, University of Windsor

## **1. CALL TO ORDER**

The Chairperson calls the meeting of the Development & Heritage Standing Committee to order at 4:30 o’clock p.m.

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

None disclosed.

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

None requested.

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## Development & Heritage Standing Committee Tuesday, September 3, 2024

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### 4. COMMUNICATIONS

None presented.

### 5. ADOPTION OF THE *PLANNING ACT* MINUTES

#### 5.1. Adoption of the Development & Heritage Standing Committee (Planning Act) minutes of its meeting held April 7, 2025

Moved by: Councillor Fred Francis

Seconded by: Councillor Mark McKenzie

THAT the *Planning Act* minutes of the Development & Heritage Standing Committee meeting held April 7, 2025, **BE ADOPTED** as presented.

Carried.

Report Number: SCM 120/2025

### 7. *PLANNING ACT* MATTERS

#### 7.1. OPA & Rezoning – 593067 Ontario Ltd - 960 Hanna Street East - OPA 193 OPA/7277 Z-004/25 ZNG/7276 – Ward 4

Adam Szymczak (author), Senior Planner – Development, presents application.

Tracey Pillon-Abbs (agent), is available for questions.

Yousif Yako (area resident) states that he and other area residents had attended the Open House where a petition was signed in objection to the project. Mr. Yako has concerns of aluminum cutting associated with health hazards and increased traffic and parking on Hanna Street.

Linda Salim (area resident) has concerns of safety for children and the elderly in the community, lack of notice of development presented at the Development and Heritage Standing Committee (DHSC) and that health concerns are associated with living near an aluminum factory.

Councillor Angelo Marignani inquires about the building's ventilation system, safety issues and health concerns based on the materials used and its impact on surrounding sensitive areas. Tracey Pillon-Abbs states that the applicant may need to install ventilation and filters which would be a requirement under the Ontario Building Code. Ms. Pillon-Abbs states use of the property will not be manufacturing rather for customization of aluminum products, all work will remain within the building minimizing health concerns and exterior parking will remain the same and will not impact the community.

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Councillor Marignani inquires about the children in the neighbourhood and nearby daycare being affected by formaldehyde fumes, whether it will be use and safety concerns addressed. Ms. Pillon-Abbs states she cannot specifically comment on the materials or solutions being used but construction will remain inside and protected with regards to health and safety concerns and regulated by the Ontario Building Code.

Councillor Marignani inquires the risk for combustion due to wood dust in the air and whether this is a concern. Mr. Szymczak states that he expects for that to be covered by the Building Code.

Councillor Marignani inquires if these concerns will be dealt with appropriately by the Building Code. Mr. Szymczak states this is not his area of expertise.

Councillor Marignani inquires if these safety concerns would be address appropriately. Ms. Pillon-Abbs states that she cannot address the Ontario Building Code requirements but notes that the applicant is committed to build the development properly with all the required approvals needed.

Councillor Fred Francis inquires why Site Plan Control is not required. Mr. Szymczak states that there are no changes to the building currently. This is just a change of use.

Councillor Fred Francis inquires why there is a need for rezoning when site plan control is not needed. Mr. Szymczak states that the use is not permitted by the existing zoning. Mr. Szymczak states that it's a change of use of the property with no change happening on the site then site plan control does not apply to this typically.

Councillor Francis clarifies that it does not apply to renovations within the building even with alterations such as adding filters how can we ensure they are installed. Neil Robertson states that the Building Department would require building permits for any construction and will be completed based on the use of the building and based off the Ontario Building Code. Mr. Robertson states that the site plan control doesn't meet the threshold of definition of development and the useability of the building is like before.

Councillor Francis states that the use of the building is like other areas within residential portions of the city. Mr. Robertson agrees, and this instance is not a change in terms of the impact to the community. Mr. Szymczak states that there are other industrial uses along the former ETR corridor.

Moved by: Councillor Mark McKenzie  
Seconded by: Councillor Fred Francis

Decision Number: **DHSC 727**

1. THAT Schedule "A" of Volume I: The Primary Plan of the City of Windsor Official Plan **BE AMENDED** by designating Lots 64 to 67, N Pt Lot 68, Registered Plan 430 (PIN 01158-0312 & 01158-0313; 960 Hanna Street East; Roll No. 030-440-04700), situated at the northwest corner of Hanna Street E and Langlois 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:

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### 1.X 960 HANNA STREET EAST

*LOCATION* 1.X.1 The property described as Lots 64 to 67, N Pt Lot 68, Registered Plan 430 (PIN 01158-0312 & 01158-0313; situated at the northwest corner of Hanna Street East and Langlois Street is designated on Schedule A: Planning Districts and Policy Areas in Volume I: The Primary Plan.

*ADDITIONAL PERMITTED MAIN USES* 1.X.2 Notwithstanding the Residential designation of these lands on Schedule D: Land Use in Volume I: The Primary Plan, the uses and activities listed below shall be an additional permitted main use:

Business Office, Contractor's Office, Warehouse, Workshop  
An industrial facility for the following activities:

- Assembling of laminate countertops including cutting, finishing, and repair.
- Cutting and forming of kitchen tools, gadgets and other related accessories.
- Display and storage of flooring, plumbing fixtures, and other related materials.
- Display of construction and other similar materials.
- Packaging and shipping of any of the above goods and materials.

All activities and uses shall take place entirely within a fully enclosed building and the outdoor storage and display of goods and materials is prohibited

3. THAT Zoning By-law 8600 **BE AMENDED** by changing the zoning of Lots 64 to 67, N Pt Lot 68, Registered Plan 430 (PIN 01158-0312 & 01158-0313; known municipally as 960 Hanna Street East; Roll No. 030-440-04700), situated at the northwest corner of Hanna Street E & Langlois Street by adding a zoning exception to Section 20(1) as follows:

#### 530. NORTHWEST CORNER OF HANNA STREET EAST AND LANGLOIS STREET

For the lands consisting of Lots 64 to 67, N Pt Lot 68, Registered Plan 430 (PIN 01158-0312 & 01158-0313), the following additional provisions shall apply:

a) Additional permitted *Main Uses*:

*Contractor's Office*

*Warehouse*

*Workshop*

An industrial facility for the following activities:

- Assembling of laminate countertops including cutting, finishing, and repair.
- Cutting and forming of kitchen tools, gadgets and other related accessories.

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- Display and storage of flooring, plumbing fixtures, and other related materials.
- Display of construction and other similar materials.
- Packaging and shipping of any of the above goods and materials.

b) For any additional permitted *main use*:

1. The outdoor storage and display of goods and materials is prohibited.
2. All activities and uses shall take place entirely within a fully enclosed *building*.
3. Notwithstanding Section 24.20.5, a minimum of 7 *parking spaces* shall be provided.

(ZDM 7; ZNG/7276)

Carried.

Report Number: S 44/2025

Clerk's File: Z/14940

## 7.2. Proposed Official Plan Residential Corridor Land Use Designation - CityWide

Moved by: Councillor Fred Francis

Seconded by: Councillor Angelo Marignani

Decision Number: **DHSC 728DHSC 705**

1. THAT Official Plan Amendment 194 **BE APPROVED** and Volume 1: The Primary Plan of the City of Windsor Official Plan ("Official Plan") **BE AMENDED** as follows:

- Chapter 6: Land Use of the Official Plan **IS AMENDED** by adding section 6.3.3 Residential Corridors as shown on Appendix A of this Report.

2. THAT administration **BE DIRECTED** to hold further public consultation on the candidate areas for Residential Corridor designations.

3. THAT administration **BRING BACK** Official Plan amendments to designate the candidate areas as Residential Corridors.

Carried

Councillor Kieran McKenzie voting nay.

Report Number: S 15/2025 AI 10/2025

Clerk's File: Z2025

## 8. ADJOURNMENT

There being no further business the meeting of the Development & Heritage Standing Committee (*Planning Act* Matters) portion is adjourned at 5:28 o'clock p.m.

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Ward 10 – Councillor Jim Morrison  
(Chairperson)

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Deputy City Clerk / Supervisor of Council  
Services



**Committee Matters: SCM 165/2025**

**Subject: Adoption of the Development & Heritage Standing Committee minutes of its meeting held May 5, 2025**



## **Development & Heritage Standing Committee Meeting**

**Date: Monday, May 5, 2025**

**Time: 4:30 PM**

### **Members Present:**

#### **Councillors**

Ward 1 - Councillor Fred Francis  
Ward 4 - Councillor Mark McKenzie  
Ward 7 - Councillor Angelo Marignani  
Ward 9 - Councillor Kieran McKenzie  
Ward 10 - Councillor Jim Morrison (Chairperson)

#### **Members**

Member Charles Pidgeon  
Member John Miller  
Member Robert Polewski

#### **Members Regrets**

Member Anthony Arbour  
Member Daniel Grenier  
Member Joseph Fratangeli  
Member Khassan Saka  
Member William Tape

### **ALSO PARTICIPATING VIA VIDEO CONFERENCE ARE THE FOLLOWING:**

Robert Martini, Municipal Gaming Analyst

### **ALSO PARTICIPATING IN COUNCIL CHAMBERS ARE THE FOLLOWING FROM ADMINISTRATION:**

Neil Robertson, City Planner  
Greg Atkinson, Deputy City Planner – Development  
Jason Campigotto, Deputy City Planner - Growth

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Lorie Gregg, Deputy Treasurer, Taxation, Treasury and Financial Projects  
Ian Day, Senior Manager Traffic Operations/Parking  
Aaron Farough, Senior Legal Council  
Emilie Dunnigan, Manager, Development Revenue & Financial Administration  
Patrick Winters, Manager, Development  
Tracy Tang – Planner III, Heritage  
Adam Szymczak, Planner III - Development  
Kevin Alexander, Planner III - Special Projects  
Laura Strahl, Planner III - Special Projects  
Frank Garardo, Planner III - Policy & Special Studies  
Simona Simion, Planner III - Economic Development  
Brian Nagata, Planner II, Development Review  
Elara Mehrilou, Transportation Planner I  
Natasha McMullin, Senior Clerk Steno  
Anna Ciacelli, Deputy City Clerk / Supervisor of Council Services

### Delegations—participating via video conference

Item 7.1– Tracey Pillon-Abbs, RPP Principal Planner  
Item 7.3 – Robert Brown, Oakview Land Use Planning  
Item 10.1 – Marcus Letourneau, Project Consultant.  
Item 10.1 – Carl Bray, Project Consultant  
Item 11.1 – Theresa O’Neil, Dillon Consulting Ltd.  
Item 11.7 – Jackie Roy, Owner

### Delegations—participating in person

Item 7.1– Yousif Yako, Area Resident  
Item 7.1 – Linda Salim, Area Resident  
Item 7.2 – Terrence Kennedy, Area Resident  
Item 10.1 – Don Wilson, Area Resident  
Item 10.1 – Yolanda Sutts, Area Resident  
Item 10.3 – Arun Rattan, Property Owner  
Item 11.1 – Judy Bornais, Associate Vice President, University of Windsor  
Item 11.1 – Charlie Simpkins, Director, Strategic Initiatives & Business Enterprise, University of Windsor

## 1. CALL TO ORDER

The Chairperson calls the meeting of the Development & Heritage Standing Committee to order at 4:30 o’clock p.m.

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

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None disclosed.

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

None requested.

### 4. COMMUNICATIONS

None presented.

### 5. ADOPTION OF THE PLANNING ACT MINUTES

#### 5.1. Adoption of the Development & Heritage Standing Committee (Planning Act) minutes of its meeting held April 7, 2025

Moved by: Councillor Fred Francis

Seconded by: Councillor Mark McKenzie

THAT the *Planning Act* minutes of the Development & Heritage Standing Committee meeting held April 7, 2025, **BE ADOPTED** as presented.

Carried.

Report Number: SCM 120/2025

### 6. PRESENTATION DELEGATIONS (PLANNING ACT MATTERS)

### 7. PLANNING ACT MATTERS

#### 7.1. OPA & Rezoning – 593067 Ontario Ltd - 960 Hanna Street East - OPA 193 OPA/7277 Z-004/25 ZNG/7276 – Ward 4

Moved by: Councillor Mark McKenzie

Seconded by: Councillor Fred Francis

Decision Number: **DHSC 727**

1. THAT Schedule “A” of Volume I: The Primary Plan of the City of Windsor Official Plan **BE AMENDED** by designating Lots 64 to 67, N Pt Lot 68, Registered Plan 430 (PIN 01158-0312 & 01158-0313; 960 Hanna Street East; Roll No. 030-440-04700), situated at the northwest corner of Hanna Street E and Langlois 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 960 HANNA STREET EAST**

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LOCATION	1.X.1	The property described as Lots 64 to 67, N Pt Lot 68, Registered Plan 430 (PIN 01158-0312 & 01158-0313; situated at the northwest corner of Hanna Street East and Langlois Street is designated on Schedule A: Planning Districts and Policy Areas in Volume I: The Primary Plan.
ADDITIONAL PERMITTED MAIN USES	1.X.2	<p>Notwithstanding the Residential designation of these lands on Schedule D: Land Use in Volume I: The Primary Plan, the uses and activities listed below shall be an additional permitted main use:</p> <p>Business Office, Contractor's Office, Warehouse, Workshop</p> <p>An industrial facility for the following activities:</p> <ul style="list-style-type: none"><li>• Assembling of laminate countertops including cutting, finishing, and repair.</li><li>• Cutting and forming of kitchen tools, gadgets and other related accessories.</li><li>• Display and storage of flooring, plumbing fixtures, and other related materials.</li><li>• Display of construction and other similar materials.</li><li>• Packaging and shipping of any of the above goods and materials.</li></ul> <p>All activities and uses shall take place entirely within a fully enclosed building and the outdoor storage and display of goods and materials is prohibited</p>

3. THAT Zoning By-law 8600 **BE AMENDED** by changing the zoning of Lots 64 to 67, N Pt Lot 68, Registered Plan 430 (PIN 01158-0312 & 01158-0313; known municipally as 960 Hanna Street East; Roll No. 030-440-04700), situated at the northwest corner of Hanna Street E & Langlois Street by adding a zoning exception to Section 20(1) as follows:

### 530. **NORTHWEST CORNER OF HANNA STREET EAST AND LANGLOIS STREET**

For the lands consisting of Lots 64 to 67, N Pt Lot 68, Registered Plan 430 (PIN 01158-0312 & 01158-0313), the following additional provisions shall apply:

a) Additional permitted *Main Uses*:

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- Cutting and forming of kitchen tools, gadgets and other related accessories.
- Display and storage of flooring, plumbing fixtures, and other related materials.

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- Display of construction and other similar materials.
  - Packaging and shipping of any of the above goods and materials.
- b) For any additional permitted *main use*:
1. The outdoor storage and display of goods and materials is prohibited.
  2. All activities and uses shall take place entirely within a fully enclosed *building*.
  3. Notwithstanding Section 24.20.5, a minimum of 7 *parking spaces* shall be provided.

(ZDM 7; ZNG/7276)

Carried.

Report Number: S 44/2025

Clerk's File: Z/14940

## 7.2. Proposed Official Plan Residential Corridor Land Use Designation - CityWide

Moved by: Councillor Fred Francis

Seconded by: Councillor Angelo Marignani

Decision Number: **DHSC 728DHSC 705**

1. THAT Official Plan Amendment 194 **BE APPROVED** and Volume 1: The Primary Plan of the City of Windsor Official Plan ("Official Plan") **BE AMENDED** as follows:
  - Chapter 6: Land Use of the Official Plan **IS AMENDED** by adding section 6.3.3 Residential Corridors as shown on Appendix A of this Report.
2. THAT administration **BE DIRECTED** to hold further public consultation on the candidate areas for Residential Corridor designations.
3. THAT administration **BRING BACK** Official Plan amendments to designate the candidate areas as Residential Corridors.

Carried

Councillor Kieran McKenzie voting nay.

Report Number: S 15/2025 AI 10/2025

Clerk's File: Z2025

There being no further business the meeting of the Development & Heritage Standing Committee (*Planning Act* Matters) portion is adjourned at 5:28 o'clock p.m.

The Chairperson calls the *Heritage Act* Matters portion of the Development & Heritage Standing Committee meeting to order at 5:30 o'clock p.m.

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### 8. ADOPTION OF THE MINUTES

#### 8.1. Adoption of the Development & Heritage Standing Committee minutes of its meeting held April 7, 2025

Moved by: Councillor Mark McKenzie

Seconded by: Councillor Angelo Marignani

THAT the minutes of the Development & Heritage Standing Committee meeting held April 7, 2025, **BE ADOPTED** as presented.

Carried.

Report Number: SCM 119/2025

### 9. PRESENTATIONS AND DELEGATIONS (COMMITTEE ADMINISTRATIVE MATTERS)

#### 10.1. Walkerville Heritage Conservation District Study – Results and Findings (Ward 4)

##### **Marcus Letourneau, Project Consultant, President M.R. Letourneau and Associates Inc.**

Marcus Letourneau, Project Consultant, President M.R. Letourneau and Associates Inc., appears via video conference before the Development and Heritage Standing Committee regarding the administrative report dated January 15, 2025, entitled, “Walkerville Heritage Conservation District Study – Results and Findings” and is available for questions.

##### **Carl Bray, Project Consultant, Bray Heritage, Carl Bray & Associates LTD.**

Carl Bray, Project Consultant, Bray Heritage, Carl Bray & Associates LTD., appears via video conference before the Development and Heritage Standing Committee regarding the administrative report dated January 15, 2025, entitled, “Walkerville Heritage Conservation District Study – Results and Findings” and is available for questions.

##### **Don Wilson, Area Resident**

Don Wilson, Area Resident, appears before the Development and Heritage Standing Committee regarding the administrative report dated January 15, 2025, entitled, “Walkerville Heritage Conservation District Study – Results and Findings” and is available for questions.

Councillor Mark McKenzie indicates that residents in the area are most concerned about what they will and will not be allowed to do, or if their property values and/or taxes will be affected should the Conservation District designation moves forward. Marcus Letourneau, Project Consultant, appears before the Development and Heritage Standing Committee via video conference regarding the administrative report dated January 15, 2025, entitled, “Walkerville Heritage Conservation District

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Study – Results and Findings” and replies that this report is only the study phase. The regulations and requirements for the Heritage Conservation District have not yet been created, and that will not occur until the planning guideline stage, which would be the next stage should the Committee approve this study. The study is a requirement of the *Ontario Heritage Act* to prove that the area in question meets prescribed Provincial criteria to be eligible as a district. One of the conversations had with Administration is the importance of having community-based discussions to help determine what those regulations and requirements would be. Mr. Letourneau states that historically, heritage designation does not decrease property values but maintains or improves them. Carl Bray, Project Consultant, appears before the Development and Heritage Standing Committee via video conference regarding the administrative report dated January 15, 2025, entitled, “Walkerville Heritage Conservation District Study – Results and Findings” and adds that very rarely would residents of a Heritage Conservation District be severely limited in what they may or may not do to their homes. He states that the next phase of the process will involve working with the community to determine what types of changes make the most sense in terms of conserving and enhancing the cultural heritage values that have been identified in the study phase.

Councillor Kieran McKenzie asks what the process would be regarding homes within the Heritage Conservation District with no heritage value should they wish to make changes to their properties. Mr. Letourneau replies that, in his experience, non-contributory properties would only be subject to the heritage district guidelines should they wish to demolish and redevelop.

Councillor Kieran McKenzie inquires about the boundary area around the proposed Heritage Conservation District and would like to know how many properties fall immediately outside of the boundary, and how many of them are listed on the heritage register but not designated. Mr. Letourneau states that the boundaries were chosen to capture the highest concentration of listed properties. There are approximately twenty properties outside the boundary that have been recommended for designation under the Municipal Heritage Register (Bill 23). Mr. Bray adds that the boundary for the larger municipal Heritage Area encompasses the Heritage Conservation District, so the two can work together to ensure all heritage properties are protected. The boundaries of the Heritage Conservation District were chosen to create the most supportable district should there be a challenge by the Ontario Land Tribunal.

### **Yolanda Sutts, Area Resident**

Yolanda Sutts, Area Resident, appears before the Development and Heritage Standing Committee regarding the administrative report dated January 15, 2025, entitled, “Walkerville Heritage Conservation District Study – Results and Findings” and expresses concern regarding property values and unknown restrictions that may be placed on homeowners.

Councillor Angelo Marignani asks about the legal costs that may be incurred should homeowners launch an appeal process. He would like to know if there are plans to hire more staff, or if funds will have to be reallocated to help cover additional costs associated with the appeal process. Neil Robertson, City Planner, appears before the Development and Heritage Standing Committee regarding the administrative report dated January 15, 2025, entitled, “Walkerville Heritage

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Conservation District Study – Results and Findings” and replies that funds have been put aside in the budget in anticipation of appeals.

Councillor Kieran McKenzie asks if the designation would affect any Community Improvement Plan already in place. Mr. Robertson replies there is not a Community Improvement Plan in place in Walkerville at the moment. However, there are some heritage incentives in place that are available now and could be used by designated heritage properties in a Heritage Conservation District.

Councillor Kieran McKenzie asks what the difference is between a Heritage Area and a Heritage Conservation District. Tracy Tang, Planner III – Economic Development/Heritage, appears before the Development and Heritage Standing Committee regarding the administrative report dated January 15, 2025, entitled, “Walkerville Heritage Conservation District Study – Results and Findings” and replies that currently Walkerville is defined as a Heritage Area within the city’s Official Plan, so there are policies in place concerning infill, additional dwelling units to guide its form, massing, siting, and overall design. There is no by-law or official status under the *Ontario Heritage Act*. Conversely, a Heritage Conservation District has official status under the *Ontario Heritage Act*, meaning that there is a set list of criteria that the district must meet.

Councillor Kieran McKenzie asks how the deadline associated with Bill 23 affects Heritage Areas. Ms. Tang replies that one potential approach could be listing areas without official status as Demolition Control Areas via by-law to protect heritage areas with no official status.

Councillor Kieran McKenzie asks if the approximately twenty properties in the gap between the Heritage Area and Heritage Conservation District will be prioritised for designation before the Bill 23 deadline. Ms. Tang replies that one of the recommendations in the report speaks to exploring designation for the heritage listed properties that fall just outside of the Heritage Conservation District boundary.

Councillor Jim Morrison indicates satisfaction with the report, and that it will effectively manage change in the area to maintain it’s heritage qualities. He also appreciates that Walkerville exceeds the criteria required for the Heritage Conservation District designation.

Member John Miller proposes the formation of a committee with members of administration, councillors, and residents to help with the planning guideline stage. Mr. Bray replies that the most successful Heritage Conservation District plans he has worked on have had some form of committee at the next phase. Ideally this would cover a broad spectrum of opinion and subgroups of the community. He recommends this be added as part of the next stage. Mr. Letourneau agrees that having the committee as part of the team working on the guidelines would help make it a community-driven planning process.

Moved by: Councillor Mark McKenzie

Seconded by: Councillor Kieran McKenzie

Decision Number: **DHSC 729 DHSC 706**



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- I. THAT the Walkerville Heritage Conservation District (HCD) Study Main Report and Appendices, (a copy of Appendix A is available on the City of Windsor Website due to size (the "Walkerville HCD Study Report") **BE RECEIVED**; and
- II. THAT the six recommendations within the Walkerville HCD Study Report **BE ADOPTED**:
  1. THAT Administration **BE DIRECTED** to proceed with the Plan and Guidelines (Stage 2) for the Walkerville Heritage Conservation District;
  2. THAT the boundary identified by the black dashed line in Figure 2 herein, as further shown in Appendix "B" (the "Recommended Boundary") **BE ADOPTED** as the boundary for the Walkerville Heritage Conservation District;
  3. THAT the recommended policy and process changes identified within Appendix C of the Walkerville HCD Study Report **BE ADOPTED** and Administration **BE DIRECTED** to pursue their implementation;
  4. THAT Administration **BE DIRECTED** to explore the eligibility of those properties identified in Appendix E of the Walkerville HCD Study Report for individual property designation under Section 29 Part IV of the *Ontario Heritage Act (OHA)*;
  5. THAT the objectives of the Walkerville HCD Study Report **BE ADOPTED** and inform the creation of the Walkerville Heritage Conservation District Plan and Guidelines; and,
  6. THAT the Statements of Cultural Heritage Value or Interest (SCHVIs) for the Walkerville Heritage Conservation District as set forth in Chapter 10 of the Walkerville HCD Study Report **BE ADOPTED** and inform the creation of the Walkerville Heritage Conservation District Plan and Guidelines.
- III. THAT Administration **BE DIRECTED** to report back with information related to forming of a committee or working group for the next phase of the Heritage Conservation District Study, based on the Consultant's best practices.

Carried.

Report Number: S 6/2025  
Clerk's File: MBA/1700

### 10.3. Community Heritage Fund Request – 794 Devonshire Road, Porter Coate House (Ward 4)

Arun Rattan, Property Owner

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Arun Rattan, Property Owner, appears before the Development and Heritage Standing Committee regarding the administrative report dated April 11, 2025, entitled, "Community Heritage Fund Request – 794 Devonshire Road, Porter Coate House (Ward 4)" and is available for questions.

Moved by: Councillor Mark McKenzie

Seconded by: Councillor Fred Francis

Decision Number: **DHSC 731**

- I. THAT the Heritage Permit at 794 Devonshire Rd, Porter Coate House, **BE GRANTED** for exterior painting and restoration works;
- II. THAT the City Planner or designate **BE DELEGATED** the authority to approve any further proposed changes associated with the exterior painting and restoration works;
- III. THAT a total grant of 30% of the cost of the exterior painting and restoration works, to an upset amount of \$6,428 from the Community Heritage Fund (Reserve Fund 157) **BE GRANTED** to the Owners of the Porter Coate House at 794 Devonshire Rd, subject to:
  - a. Submission of conservation details, technical details, and samples to the satisfaction of the City Planner or designate prior to work start;
  - b. Determination by the City Planner that the work is completed to heritage conservation standards;
  - c. Owner's submission of paid receipts for work completed; and
  - d. That the Community Heritage Fund (Reserve Fund 157), grants approved shall lapse if the applicant has not completed the work and fulfilled the conditions within 2 years of the approval date.

Carried.

Report Number: S 57/2025

Clerk's File: MBA/6702

## 10. HERITAGE ACT MATTERS

### 10.2. Windsor Municipal Heritage Register – Updates about Bill 23 Strategies (City Wide)

Councillor Kieran McKenzie inquires whether any of the grant funds awarded to the city for this undertaking are unallocated, or if funds will need to be taken from elsewhere to complete this project. Mr. Robertson replies there is money left over to account for the work remaining.

Councillor Angelo Marignani inquires whether the city has the capacity to designate all remaining listed properties before the 2027 deadline. Ms. Tang replies that by using the strategies outlined in

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the report, the projection is 56% of the listed properties will be designated by the deadline. She states it is not feasible to designate all 881 remaining properties in time, nor may all of them meet the designation requirements under the current legislation.

Councillor Angelo Marignani asks about the potential of objections and appeals from residents. Ms. Tang replies that surveys from other municipalities' heritage planners show approximately 5 to 10% of heritage designation by-laws are appealed or objected to by the property-owners.

Councillor Kieran McKenzie asks if the 56% designation projection would represent protection of the majority of the city's actual heritage assets. Ms. Tang replies yes, based on Strategy 2 in the report, the highest priority properties would be targeted first, representing the major heritage properties that have not yet been designated.

Councillor Kieran McKenzie inquires whether the province has made any funding available for municipalities to help them work through the heritage designation lists more quickly. Ms. Tang replies that to her knowledge no additional funding has been made available, and the 2027 deadline remains.

Moved by: Councillor Kieran McKenzie

Seconded by: Councillor Fred Francis

Decision Number: **DHSC 730 DHSC 707**

I. THAT the report of the Acting Heritage Planner regarding 2025 Updates on the Implementation of the seven (7) Bill 23 Strategies **BE RECEIVED** for information.

- Strategy 1: Walkerville Heritage Conservation District Plan and Guidelines
- Strategy 2: Part IV Designation of properties of "high" priority
- Strategy 3: Exploring new ways to designate
- Strategy 4: Designation through Development Review and Incentive Programs
- Strategy 5: Protections through Demolition Control By-law
- Strategy 6: Protection of City-Owned Heritage resources through Council direction
- Strategy 7: Continued recognition of heritage properties through a Windsor Heritage Inventory

II. THAT \$150,000 in available funds in the Capital Project 7241028 (Bill 23 Municipal Heritage Register) **BE TRANSFERRED** into the Capital Project 7141014 (Heritage Conservation District Study) for the funding of Strategy 1: Walkerville Heritage Conservation District Plan and Guidelines; and,

III. THAT \$25,000 in available funds in the Capital Project 7241028 (Bill 23 Municipal Heritage Register) **BE TRANSFERRED** into the Capital Project 7086006 (Windsor Archaeological Management Plan) for the funding of the outstanding archaeologist consulting fees.

Carried.

Report Number: S 7/2025

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Clerk's File: MBA/14619

Councillor Jim Morrison leaves the meeting at 6:19 o'clock p.m. and Councillor Kieran McKenzie assumes the chair.

### 10.4. 357-359 Indian Road (Sandwich HCD) – Request for Heritage Permit for Alteration (Ward 2)

Moved by: Councillor Fred Francis

Seconded by: Councillor Mark McKenzie

Decision Number: **DHSC 732**

- I. THAT the request for a Heritage Permit under Section 42 (1) 1. of the *Ontario Heritage Act* for the restoration of the duplex dwelling and reconstruction of the front porch at 357-359 Indian Road **BE GRANTED** as per plans in Appendix 'A' of this report;
- II. THAT the Heritage Permit approval **BE SUBJECT** to the following approval conditions to the satisfaction of the City Planner or designate prior to work start:
  - a. Submission of satisfactory product details and samples (including material and colour selections);
  - b. Determination that the work is satisfactory to meet Building Code compliance; and
  - c. Determination by the City Planner or designate that the work adheres to the details and plans as outlined in the Heritage Permit application; and
- III. THAT the City Planner or designate **BE DELEGATED** the authority to approve any further proposed changes associated with the proposed scope of work for the restoration of the duplex dwelling and reconstruction of the front porch.

Carried.

Report Number: S 56/2025

Clerk's File: MB2025

There being no further business the meeting of the Development & Heritage Standing Committee (*Heritage Act* Matters) portion is adjourned at 6:19 o'clock p.m.

The Chairperson calls the Administrative Items portion of the Development & Heritage Standing Committee meeting to order at 6:20 o'clock p.m.

Councillor Jim Morrison returns to the meeting at 6:22 o'clock p.m. and Councillor Kieran McKenzie returns to his seat at the Council Table.

## 11. ADMINISTRATIVE ITEMS

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### 11.1. University Avenue West and Wyandotte Street West Community Improvement Plan Grant Applications made by the University of Windsor for 401 Sunset (Ward 2)

**Theresa O'Neill, Agent for the Applicant, Dillon Consulting Ltd.**

Theresa O'Neill, Agent for the Applicant, Dillon Consulting Ltd., appears via video conference before the Development and Heritage Standing Committee regarding the administrative report dated March 14, 2025, entitled, "University Avenue West and Wyandotte Street West Community Improvement Plan Grant Applications made by the University of Windsor for 401 Sunset" via Zoom, and is available for questions.

**Judy Bornais, Associate Vice-President, External, University of Windsor**

Judy Bornais, Associate Vice-President, External, University of Windsor, appears before the Development and Heritage Standing Committee regarding the administrative report dated March 14, 2025, entitled, "University Avenue West and Wyandotte Street West Community Improvement Plan Grant Applications made by the University of Windsor for 401 Sunset" and highlights the importance of the grant to the University. It will increase the availability of on-campus student housing and relieve some of the housing pressures in the surrounding neighbourhood.

Moved by: Councillor Fred Francis

Seconded by: Councillor Mark McKenzie

Decision Number: **DHSC 733**

- I. THAT the request made by the University of Windsor (owner) for the proposed redevelopment of an existing building on a portion of 401 Sunset Avenue as identified in Appendix B to Report S37/2025, to participate in the Building/Property Improvement Tax Increment Grant Program **BE APPROVED** at the lesser of 100% of the municipal portion of the tax increment resulting from the proposed development for up to five (5) years, plus an additional five (5) years as a catalyst project or until 100% of the eligible costs are repaid pursuant to the University Avenue West and Wyandotte Street West Community Improvement Plan.
- II. THAT Administration **BE DIRECTED** to prepare an agreements between the City and the University of Windsor (Owner) to implement the Building/Property Improvement Tax Increment Grant Program at 401 Sunset Avenue in accordance with all applicable policies, requirements, and provisions contained within the University Avenue and Wyandotte Street Community Improvement Plan.
- III. THAT the CAO and City Clerk **BE AUTHORIZED** to sign the Building/Property Improvement Tax Increment Grant Program 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 implications.

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- IV. THAT approval of the tax increment grant **BE RESCINDED** if the applicant has not completed the work and fulfilled the conditions within three (3) years of the approval date.
  - V. THAT approval of the tax increment grant **BE RESCINDED** in the event the portion of the property identified in Appendix B to Report 37/2025 at 401 Sunset Avenue remain tax exempt after completion of the project.
- Carried.

Report Number: S 37/2025  
Clerk's File: SPL/14645

### 11.7. Part Closure of open north/south alley located north of Seminole Street, Ward 5, SAA-7091

#### Jackie Roy, Executor for the Estate of Robert Joseph Girard, Owner

Jackie Roy, Executor for the Estate of Robert Joseph Girard, Owner, appears before the Development and Heritage Standing Committee regarding the administrative report dated April 14, 2025, entitled, "Part Closure of open north/south alley located north of Seminole Street, Ward 5, SAA-7091" via Zoom and is available for questions.

Moved by: Councillor Fred Francis

Seconded by: Councillor Mark McKenzie

#### Decision Number: **DHSC 739**

- I. THAT the 25.0 metre portion of the 34.1 metre 2.44-metre-wide open north/south alley located north of Seminole Street and shown on Drawing No. CC-1844 (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** in **as is condition** to the abutting property owners and as necessary, in a manner deemed appropriate by the City Planner, subject to the following:
  - a. Easements, subject to being accepted in the City's standard form and in accordance with the City's standard practice, being granted to:
    - i. Bell Canada to protect existing facilities;
    - ii. Cogeco Connexion Inc. to accommodate existing facilities;
    - iii. ENWIN Utilities Ltd. to accommodate existing overhead 16kV and 120/240 volt distribution, poles and down guy wires;
    - iv. Managed Network System Inc. (MNSi.) to accommodate existing aerial facilities.
- III. THAT Conveyance Cost **BE SET** as follows:

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- a. For alley conveyed to abutting lands zoned CD2.3 or RD3.1, \$20.00 per square foot without easements plus HST (if applicable) and a proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor, and \$10.00 per square foot with easements plus HST (if applicable) and a 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-1844.
- 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.

Carried.

Report Number: S 59/2025  
Clerk's File: SAA2025

### 11.2. Amendment to CR399/2024 & CR69/2025 for Closure of west half of north/south alley located between Montrose Street and Tecumseh Boulevard West, Ward 3, SAA-4133

Moved by: Councillor Fred Francis  
Seconded by: Councillor Mark McKenzie

Decision Number: **DHSC 734**

- I. THAT CR399/2024, adopted on September 23, 2024, as amended by CR69/2025, adopted on February 10, 2025, **BE AMENDED** to replace Drawing No. CC-1849 with the drawing attached hereto as Appendix "D".

Carried.

Report Number: S 43/2025  
Clerk's File: SAA2025

### 11.3. Economic Revitalization CIP (Community Improvement Plan) application submitted by Minth Canada Holding Inc 5000 Cabana Rd E (Ward 9)

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

Decision Number: **DHSC 735**

- I. THAT the request made by Minth Canada Holding Inc. ("Minth") to participate in the Business Development Grant Program **BE APPROVED** for the property located at 5000 Cabana Rd E (formerly known as County Road 42), and legally described as Parts 1 and 4 on 12R29960, as

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shown in the aerial diagram attached as Appendix A Location Map for a period that ends the earlier of 10 years or when 100% of the eligible costs are repaid pursuant to the City of Windsor Economic Revitalization Community Improvement Plan; and,

- II. THAT, the CAO and City Clerk **BE AUTHORIZED** to execute a Business Development Grant Agreement with Minth for the Property, to be satisfactory in form to the City Solicitor, in technical content to the City Planner and in financial content to the City Treasurer.

Carried.

Report Number: S 53/2025

Clerk's File: SPL/10759

### 11.4. Sandwich CIP, 357-359 Indian Road; Owner: Bruno and Maurizio Mantovan; Ward 2

Moved by: Councillor Mark McKenzie

Seconded by: Councillor Fred Francis

Decision Number: **DHSC 736**

- I. THAT the request for incentives under the Sandwich Incentive Program made by the registered owner Bruno and Maurizio Mantovan of the property located at 357-359 Indian Road **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 \$20,000;
  - ii. *Revitalization Grant Program* for the lesser of 70% of the municipal portion of the tax increment for up to 10 years (+/- \$1,869 per year) or the eligible project costs;
- II. 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 City Treasurer as to financial implication;
- III. THAT funds to a maximum amount of \$20,000 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;
- IV. THAT grants **BE PAID** to Bruno and Maurizio Mantovan upon completion of the two (2) story two (2) unit duplex dwelling from the *Sandwich Community Development Plan Fund* (Account 7076176) to the satisfaction of the City Planner and Chief Building Official; and,
- V. THAT grants approved **SHALL LAPSE** and **BE UNCOMMITTED** and returned to CIP Reserve Fund 226 if the applicant has not completed the work and fulfilled the conditions within 2 years of the approval date.



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Carried.

Report Number: S 54/2025  
Clerk's File: Z/2025

### 11.5. Main Street CIP Application for 1801 Wyandotte Street E., Owner: 2798315 Ontario Inc. (C/O: Tony Rosati), Ward 4

Moved by: Councillor Mark McKenzie

Seconded by: Councillor Fred Francis

Decision Number: **DHSC 737**

- I. THAT the request for incentives under the *Main Streets Community Improvement Plan* made by 2798315 Ontario Inc. (C/O: Tony Rosati), the owner of the property located at 1801 Wyandotte Street E. **BE APPROVED IN PRINCIPLE** for the following programs:
  - i. *Building Facade Improvement Program* totaling a maximum of \$60,000;
  - ii. *Building/Property Improvement Tax Increment Grant Program* for the lesser of 100% of the municipal portion of the tax increment for up to ten (10) years of +/- \$33,098 per year or the total eligible costs;
- II. THAT the CAO and City Clerk **BE AUTHORIZED** to sign the Main Street CIP for the *Building/Property Improvement Tax Increment Grant Program* agreement in accordance with all applicable policies, requirements, and provisions contained within the *Main Streets Community Improvement Plan* to the satisfaction of the City Planner as to content, the City Solicitor as to legal form, and the City Treasurer as to financial implication;
- III. THAT the CAO and City Clerk **BE AUTHORIZED** to sign the Grant Agreement(s) in content satisfactory to the City Planner, in financial content to the satisfaction of the City Treasurer and in form satisfactory to the City Solicitor;
- IV. 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;
- V. THAT grants **BE PAID** to 2798315 Ontario Inc. (C/O: Tony Rosati) upon completion of improvements to the exterior of the property located at 1801 Wyandotte Street E. 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,
- VI. THAT grants approved **SHALL LAPSE** and **BE UNCOMMITTED** and returned to CIP Reserve Fund 226 if the applicant has not completed the work and fulfilled the conditions within 2 years of the approval date.

Carried.

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Report Number: S 55/2025

Clerk's File: Z2025

### 11.6. Part Closure of Walker Road R.O.W. at Tecumseh Road East, and Amendment to Public Highway Dedication By-Law 4205, Ward 4

Moved by: Councillor Mark McKenzie

Seconded by: Councillor Kieran McKenzie

Decision Number: **DHSC 738**

- I. THAT the portion of public highway located at the southwest corner of Tecumseh Road East and Walker Road, described as Part 18, Reference Plan RD-227, and shown on the aerial photo attached hereto as Appendix "A", and hereinafter referred to as the "subject public highway", **BE ASSUMED** for subsequent closure.
- II. THAT the subject public highway **BE CLOSED**, and as necessary in a manner deemed appropriate by the City Planner.
- III. THAT By-law 4205, dated October 18, 1971, and registered on title as Instrument No. R515264 on October 29, 1971, as amended by By-law 8004, dated October 9, 1984, and registered on title as Instrument No. R921050 on October 19, 1984 **BE AMENDED** as follows:
  - a. By **DELETING** all references to "Part 18" on Reference Plan RD-227.
- IV. THAT the City Solicitor **BE DIRECTED** to prepare the necessary by-law(s).
- V. THAT the Chief Administrative Officer and the City Clerk **BE AUTHORIZED** to sign all necessary documents approved as to form and content satisfactory to the City Solicitor.
- VI. THAT the matter **BE COMPLETED** electronically pursuant to By-law Number 366-2003.

Carried.

Report Number: S 58/2025

Clerk's File: SAA2025

### 11.8. Part Closure of east/west alleys located between Thompson Boulevard and Prado Place, Ward 6, SAA-7244

Moved by: Councillor Mark McKenzie

Seconded by: Councillor Angelo Marignani

Decision Number: **DHSC 740**

- I. THAT the 24.63 metre portion of the 4.27-metre-wide east/west alley located between Thompson Boulevard and Prado Place, and shown as Part 1 on Drawing No. CC-1862

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(attached hereto as Appendix “A”), and hereinafter referred to as the “subject west alley”, **BE ASSUMED** for subsequent closure;

- II. THAT the subject west alley **BE CLOSED AND CONVEYED** in as is condition to the abutting property owners, and as necessary, in a manner deemed appropriate by the City Planner, subject to the following:
  - a. Easements, subject to being accepted in the City’s standard form and in accordance with the City’s standard practice, being granted to:
    - i. Bell Canada to accommodate existing aerial infrastructure;
    - ii. Cogeco Connexion Inc. to accommodate existing aerial infrastructure;
    - iii. Enbridge Gas Inc. to accommodate existing underground infrastructure;
    - iv. ENWIN Utilities Ltd. to accommodate existing primary, secondary and communication conductors, poles and down guy wires; and
    - v. Managed Network System Inc. (MNSi.) to accommodate existing aerial infrastructure;
- III. THAT the 4.27-metre-wide east/west alley located between Thompson Boulevard and Prado Place, and shown as Part 2 on Drawing No. CC-1862 (attached hereto as Appendix “A”), and hereinafter referred to as the “subject east alley”, **BE ASSUMED** for subsequent closure;
- IV. THAT the subject east alley **BE CLOSED AND CONVEYED** in **as is condition** to the abutting property owners, and as necessary, in a manner deemed appropriate by the City Planner, subject to the following:
  - a. Easements, subject to being accepted in the City’s standard form and in accordance with the City’s standard practice, being granted to:
    - i. Bell Canada to accommodate existing aerial infrastructure;
    - ii. Cogeco Connexion Inc. to accommodate existing aerial infrastructure;
    - iii. ENWIN Utilities Ltd. to accommodate existing primary, secondary and communication conductors, poles and down guy wires;
    - iv. Managed Network System Inc. (MNSi.) to accommodate existing aerial infrastructure; and
    - v. Toronto West Professional Centre Inc., owner of the property described as Lots 1 & 2, Plan 841, and Lots 5 & 6, Plan 1173, known municipally as 5455 Wyandotte Street East to accommodate the existing foundation wall described in the Encroachment Agreement between the Corporation of the City of Windsor and Brewer Warehousing Company Limited (now Toronto West Professional Centre Inc.), registered as Instrument No. 656567 on February 16, 1976.
  - b. Ontario Land Surveyor be directed to create a Part for the lands described as “Parcel 2” in the aforesaid Encroachment Agreement.
- V. THAT Conveyance Cost **BE SET** as follows:

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- 
- a. For alley conveyed to abutting lands zoned CD2.2, \$20.00 per square foot without easements plus HST (if applicable) and a proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor, and \$10.00 per square foot with easements plus HST (if applicable) and a 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 a proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor.
- VI. THAT The City Planner **BE REQUESTED** to supply the appropriate legal description, in accordance with Drawing No. CC-1862.
- VII. THAT The City Solicitor **BE REQUESTED** to prepare the necessary by-law(s).
- VIII. 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.
- IX. THAT the matter **BE COMPLETED** electronically pursuant to By-law Number 366-2003  
Carried.

Report Number: S 60/2025  
Clerk's File: SAA2025

## 12. COMMITTEE MATTERS

None presented

## 13. QUESTION PERIOD

None registered.

## 14. ADJOURNMENT

There being no further business the meeting of the Development & Heritage Standing Committee (Administrative Matters) is adjourned at 6:28 o'clock p.m. The next meeting of the Development & Heritage Standing Committee will be held on June 2, 2025.

Carried.

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Ward 10 – Councillor Jim Morrison  
(Chairperson)

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Deputy City Clerk / Supervisor of  
Council Services

**Subject: Request for Partial Demolition of a Heritage Listed Property –  
1218 Devonshire Road, Harold Wurster House (Ward 4)**

**Reference:**

Date to Council: June 2, 2025  
Author: Tracy Tang, MCIP, RPP  
Planner III - Heritage (A)  
Email: ttang@citywindsor.ca  
Phone: 519-255-6543 X 6179  
Planning & Building Services  
Report Date: 5/12/2025  
Clerk's File #: MBA/3601

**To:** Mayor and Members of City Council

**Recommendation:**

- I. THAT Council **BE INFORMED** of the proposed partial demolition at 1218 Devonshire Road, Harold Wurster House, to remove the existing 1960s rear addition and construct a new two-storey addition.

**Executive Summary: N/A**

**Background:**

The Harold Wurster House located at 1218 Devonshire Road was listed on the Windsor Municipal Heritage Register by City Council on September 13, 2010. Research conducted at that time indicate that the house was built circa 1927 by architects Sheppard & Masson in a Picturesque architectural style.

On April 10, 2025, the Building Department circulated Heritage Planning staff on a Building Permit application for the demolition of a two-storey rear 1960s addition to the existing dwelling and the construction of a new two-storey rear addition in its place. As the proposed changes include the partial demolition/removal of the dwelling, Heritage Planning staff advised the Property Owners' Agent/Designer of the Heritage status of the property and associated heritage planning requirements. On May 5, 2025, the Owners formally submitted a complete notice of partial demolition through a Heritage Permit application package (Appendix 'A').



Photograph of 1218 Devonshire Road (Provided by Property Owners)

### **Legal Provisions:**

The subject property is listed (not designated) on the Windsor Municipal Heritage Register. Section 27 of Part IV of the *Ontario Heritage Act* states that “the register may include property ... that the council of the municipality believes to be of cultural heritage value or interest”, without being designated. Also, “[T]he owner of the property shall not demolish or remove a building or structure on the property or permit the demolition or removal of the building or structure unless the owner gives the council of the municipality at least 60 days notice in writing of the owner’s intention to demolish or remove the building or structure or to permit the demolition or removal of the building or structure.” The 60 days only begins after notice is received accompanying plans and information as Council may require. City of Windsor Council approved “Requirements and Procedures, Application for Demolition of Heritage-Listed Properties” (Council Decision # M163-2015) which outlines the required information for demolition, and notes that Administration has 30 days to evaluate if the information submitted is sufficient. Only after determination has been made that the required information has been submitted, does the 60-day count begin.

During the 60 days after notice, City Council (with Committee consultation) may initiate designation or decide to take no action. If a property is proposed for designation, a notice of intent to designate must include a statement explaining the cultural heritage value or interest of the property and a description of the heritage attributes of the property, which are those features that are considered important to retain if any alterations to the property are proposed after designation. “Cultural heritage value or interest” is to be considered according to Ontario Regulation 9/06.

The *Act* requires that notification be provided for the demolition/partial demolition of a heritage-listed property. Should Committee or Council wish to comment on alterations to a heritage-listed, non-designated property, the only course of action available is to initiate designation. Designation is not recommended in this report. Nevertheless, in the author’s opinion, the current proposal is considered compatible with the heritage character of the building and appropriate in the Walkerville Heritage Area and Mature Neighbourhood Area.

## Discussion:

### Proposal:

The heritage permit for 1218 Devonshire Road is submitted as part of the complete Notice of Intent to Demolish package. The heritage permit application details the request to remove the two-storey rear addition to facilitate the construction of a new two-storey rear addition to the existing dwelling on the subject property. Within Appendix 'A' are architectural drawings showing the proposed works on the subject property.



Photograph of the existing 1960s addition (left, provided by Property Owner) and coloured rendering of the proposed two-storey addition (right, provided by the Agent/Designer)

The Owners intend to remove the existing two-storey rear 1960s addition to construct a new two-storey rear addition in its place, on top of the existing foundation which will remain. According to Building Permit records, the rear addition was built in 1960-1961 as a rear family room. Then in 1967-1969, a second storey was added to the addition to make space for a new bedroom and bathroom. The two-storey addition is currently clad in horizontal aluminum siding in a rusty orange colour. There is an orange-brown variegated brick foundation wall and chimney, which demonstrates an attempt at the time to match the style of the main dwelling. The addition is constructed approximately three feet lower than the main dwelling, and it has a flat roof.

The removal and new construction of the addition is intended to improve functionality of the interior living spaces and long-term accessibility, as there are variations in ceiling heights and steps transitioning from the main dwelling to the 1960s addition. The new addition is proposed to be similar in square feet as what is existing, with the exception of a new 3'7" by 11'1 1/2" overhang on the second storey for an ensuite washroom and closet. The proposed height of the addition and new hipped roof are designed to match the existing height and roof pitches of the main dwelling. The asphalt roofing material is proposed to be as close as possible match to the existing asphalt roof. For exterior



cladding, the Owners have selected Versatex siding, a composite material, to be painted in “Iron Ore” (charcoal grey) by Sherwin Williams. A grey stone veneer in the pattern “Lochdoon Castle” by Masonal Stone is proposed as an accent material. The Owners have selected casement windows from Andersen Windows’ “Traditional Selections” line in a deep aged bronze finish to match existing windows.

### **Heritage Considerations:**

Although there is no ability to require alterations through a Heritage Permit on a listed property, the Property Owners were receptive to Heritage Planning Staff’s recommendations of changes to the proposed design in an effort to steer the project towards a more heritage compatible outcome.

To harmonize with the character of the Walkerville Heritage Area and meet the *Standards* of compatibility, traditional-looking design and materials have been recommended. The Property Owners have expressed that the historic variegated brick on the main dwelling is extremely challenging to match with today’s products. They have decided to go with a wood-appearing composite siding as opposed to adding further mis-matched brick. The colours proposed are dark, muted, and appropriate from a heritage standpoint. The siting of the addition adheres to heritage planning best practices to locate additions at the rear of the property. There will be some visibility of the addition from the southern side yard of the property, as well as from the Heritage-Designated Lowe-Martin House/Devonshire Lodge at 2021 Ontario Street, as it is a large lot with clear views into the rear of 1218 Devonshire Road. However, the addition as a whole is equivalent in height and subordinate in massing in comparison to the main historic dwelling, allowing the main dwelling to continue being the prominent view from both Devonshire Road and Ontario Street.

In review of the proposal, Heritage Planning staff are of the opinion that the development appears to be designed to be compatible with the Walkerville Heritage Area and Mature Neighbourhood Area, and does not adversely impact the listed heritage property. For the proposed scope of work, the most relevant references from the *Standards & Guidelines for Conservation of Historic Places* have been considered.

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.

Other heritage principles, such as from the National Parks Services, Preservation Brief on “Designing a New Exterior Addition to a Historic Building” were also considered:

- A new addition should not be highly visible from the public right of way; a rear or other secondary elevation is usually the best location for a new addition.
- The construction materials and the color of the new addition should be harmonious with the historic building materials.



The proposed development has not yet undergone a zoning review to ensure that it complies with the zoning regulations of the current zoning Residential District 1.1 (RD1.1). Through the zoning review, any *Planning Act* processes that would be required to execute the proposal would be identified. A Building Permit is required for the new construction, which the Property Owner is in the process of applying for, and is subject to the Heritage application decision. The Property Owner may proceed with the Building Permit should Council not initiate heritage designation of the property.

### **Official Plan Policy:**

Chapter 9 of the City of Windsor Official Plan, Heritage Conservation, includes the following objectives related to the recognition, conservation, and enhancement of heritage resources:

- |  |   |
|--|---|
| <p><i>CONSERVATION<br/>MANAGEMENT</i></p>  | <p>9.2.1 To conserve Windsor's heritage resources for the benefit of the community and posterity in a manner which respects their architectural, historical, and contextual significance and ensures their future viability as functional components of Windsor's urban environment.</p>  |
| <p><i>HERITAGE<br/>AREAS AND<br/>HERITAGE<br/>CONSERVATION<br/>DISTRICTS</i></p> | <p>9.3.5.1 Council will enhance heritage resources by:</p> <ul style="list-style-type: none"> <li>(a) Ensuring that within any Heritage Area or Heritage Conservation District that:</li> <li style="padding-left: 40px;">(ii) Development be of compatible height, massing, scale, setback and architectural style;</li> </ul> |

### **Risk Analysis:**

The proposed partial demolition would allow the Owners to proceed with their desired two-storey addition and interior plans for the property. The notification of the proposed partial demolition authorized by the *Ontario Heritage Act* serves as an opportunity to provide a process to designate when required to prevent inappropriate and concerning changes applied to the building. Initiation of designation of the property would put a hold on any building permits and require Council approval for a heritage permit to construct the addition and new accessory structure. Although designation of the property does not require the consent of the Owner, the risk is that a property owner or any person can object to the designation and appeal can be made to the Ontario Land Tribunals (OLT) for a final binding decision on the matter. In this case, the proposed changes will not substantially impact the built heritage of the current property and Staff do not recommend initiation of designation.

## **Climate Change Risks**

**Climate Change Mitigation: N/A**

**Climate Change Adaptation: N/A**

## **Financial Matters:**

There is no cost to the City; the Property Owners will be paying the full cost of the proposal. The proposed work may increase the assessed value of the property.

## **Consultations:**

Heritage Planning staff discussed the details of the proposal with the Property Owners and their Agent/Designer through email correspondence, phone calls, as well as a virtual Microsoft Teams meeting on Monday, April 28. An in-person Site Visit to the subject property was conducted on May 13, 2025 to photograph and record current conditions. Heritage Planning staff consulted with Divy Mahida, Development Application Coordinator, Building Department, regarding the Building Permit application, and Aaron Farough, Senior Legal Counsel, Legal & Real Estate Department, regarding the legal provisions within the *Ontario Heritage Act*.

## **Conclusion:**

City Council is to be informed of the proposed partial demolition of the Heritage Listed Property – 1218 Devonshire Road, Harold Wurster House. The demolition/removal of the existing two-storey 1960s rear addition is proposed to facilitate the construction of a new two-storey rear addition on the subject property for optimized functionality and accessibility. The proposed size, massing, height, and siting are compatible with the urban form of the Walkerville Heritage Area and Mature Neighbourhood Area.

**Planning Act Matters: N/A**

## **Approvals:**

<b>Name</b>	<b>Title</b>
Tracy Tang	Planner III - Heritage (A)
Aaron Farough	Senior Legal Counsel, Legal & Real Estate
Jason Campigotto	Deputy City Planner – Growth (A)
Neil Robertson	City Planner
Jelena Payne	Deputy CAO/Commissioner, Economic Development
Ray Mensour	Chief Administrative Officer

**Notifications:**

Name	Address	Email

**Appendices:**

- 1 Appendix 'A' – Heritage Permit Application Package
- 2 Appendix 'B' – Additional Photos of 1218 Devonshire Rd

**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) Mr. Sean White

Company or Organization \_\_\_\_\_

Mailing Address 1218 Devonshire Road

City, Province Windsor, Ontario Postal Code N8Y 2M7

Email [REDACTED] Phone(s) [REDACTED]

**REGISTERED OWNER IF NOT APPLICANT**

Contact Name(s) \_\_\_\_\_

Company or Organization \_\_\_\_\_

Mailing Address \_\_\_\_\_

City, Province \_\_\_\_\_ Postal Code \_\_\_\_\_

Email \_\_\_\_\_ Phone(s) \_\_\_\_\_

**AGENT AUTHORIZED BY REGISTERED OWNER TO FILE THE APPLICATION**

Contact Name(s) Lino Montemurri

Company or Organization Montemurri Design

Mailing Address 455 Dalhousie Street

City, Province Amherstburg, Ontario Postal Code N9V 1X4

Email linoarch@gmail.com Phone(s) 519-564-9441

**Who is the primary contact?**☒ **Applicant**☐ **Registered Owner**☐ **Agent**

# HERITAGE PERMIT APPLICATION

Revised 11/2023

## 2. SUBJECT PROPERTY

Municipal Address: 1218 Devonshire Road

Legal Description (if known): \_\_\_\_\_

Building/Structure Type:

☒ Residential      ☐ Commercial      ☐ Industrial      ☐ Institutional

Heritage Designation:

☐ Part IV (Individual)      ☐ Part V (Heritage Conservation District)

By-law #: \_\_\_\_\_ 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..

Existing home is a 2 storey detached single family residence in the tudor revival style.

A rear addition was added that appears to be from the 1970's.

The rear addition is currently clad in a mismatched brick and a horizontal aluminum siding that is not indicative of the tudor revival style.

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**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.

Renovation to a previous rearyard addition that is estimated to be from the 1970's.

The new reconstructed area is to be predominantly on existing foundations.

New exterior cladding & fenestration to be harmonious & complimentary to the existing home as well as the district. Mismatched areas of masonry on the heritage portion of the residence are to be replaced with a more congruous material.

The colour palette and materials chosen are understated, thoughtful & consistent with existing vernacular of the home and area.

**6. HERITAGE PERMIT RATIONALE**

Explain the reasons for undertaking the proposed work and why it is necessary.

The area in question has unusual changes in floor and ceiling levels that makes the spaces very difficult to use functionally. The mechanicals (HVAC) are also inadequate and in need of a substantial reworking to allow the space to be comfortable.

Describe the potential impacts to the heritage attributes of the property.

The renovated area will accentuate and compliment the existing heritage home.

No heritage features of the existing original home are to be altered or disturbed.

**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.*



Signature of Applicant(s)

April 15, 2025

Date

April 15, 2025

Date

Signature of Applicant(s)

# 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, Sean White, 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

Lino Montemurri to make this application on my behalf.  
name of agent



Signature of Registered Owner

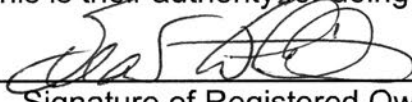
April 15, 2025

Date

If Corporation – I have authority to bind the corporation.

### B. Consent to Enter Upon the Subject Lands and Premises

I, Sean White, 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

April 15, 2025

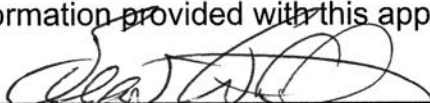
Date

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.



Signature of Applicant

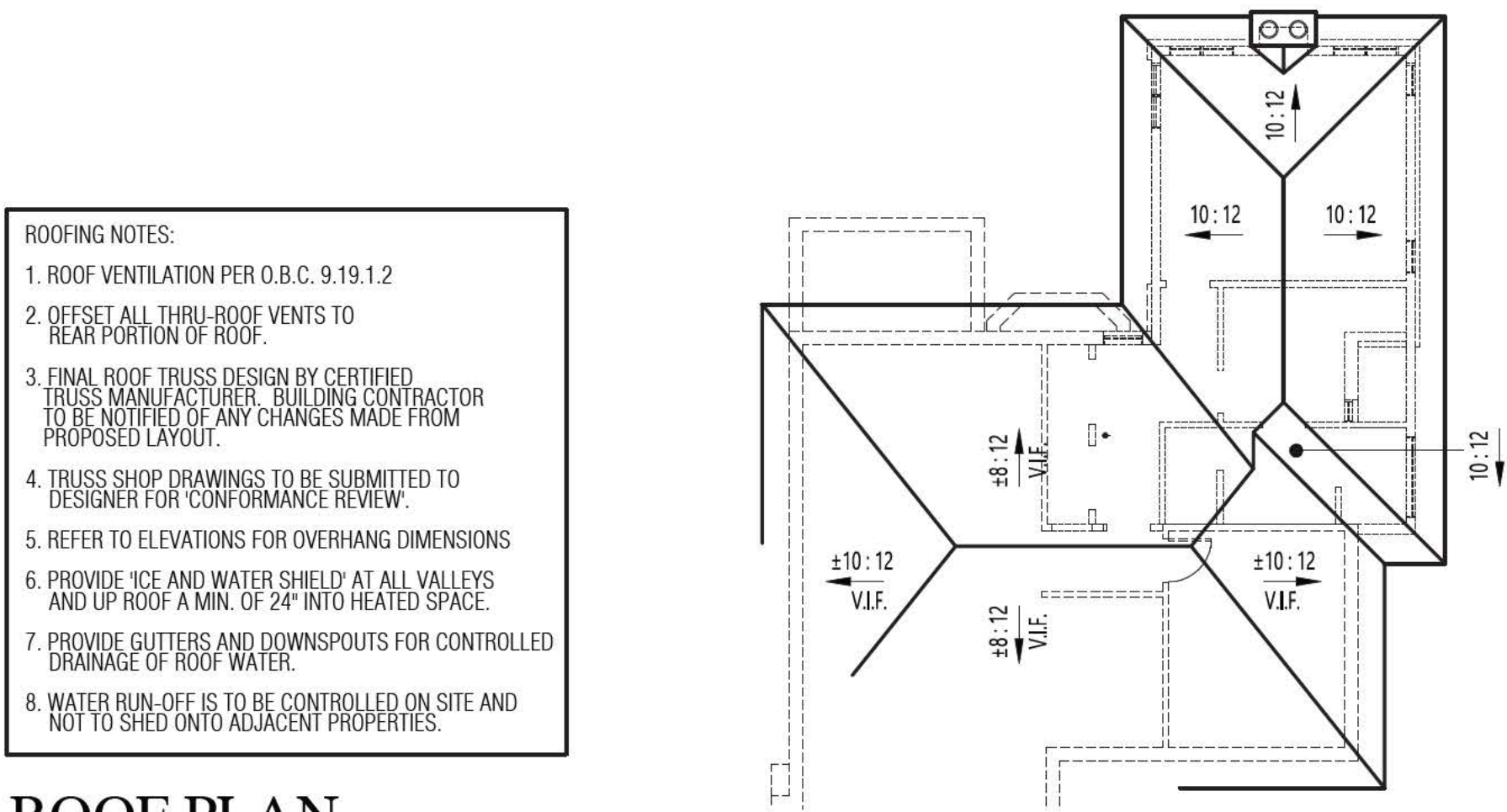
April 15, 2025

Date

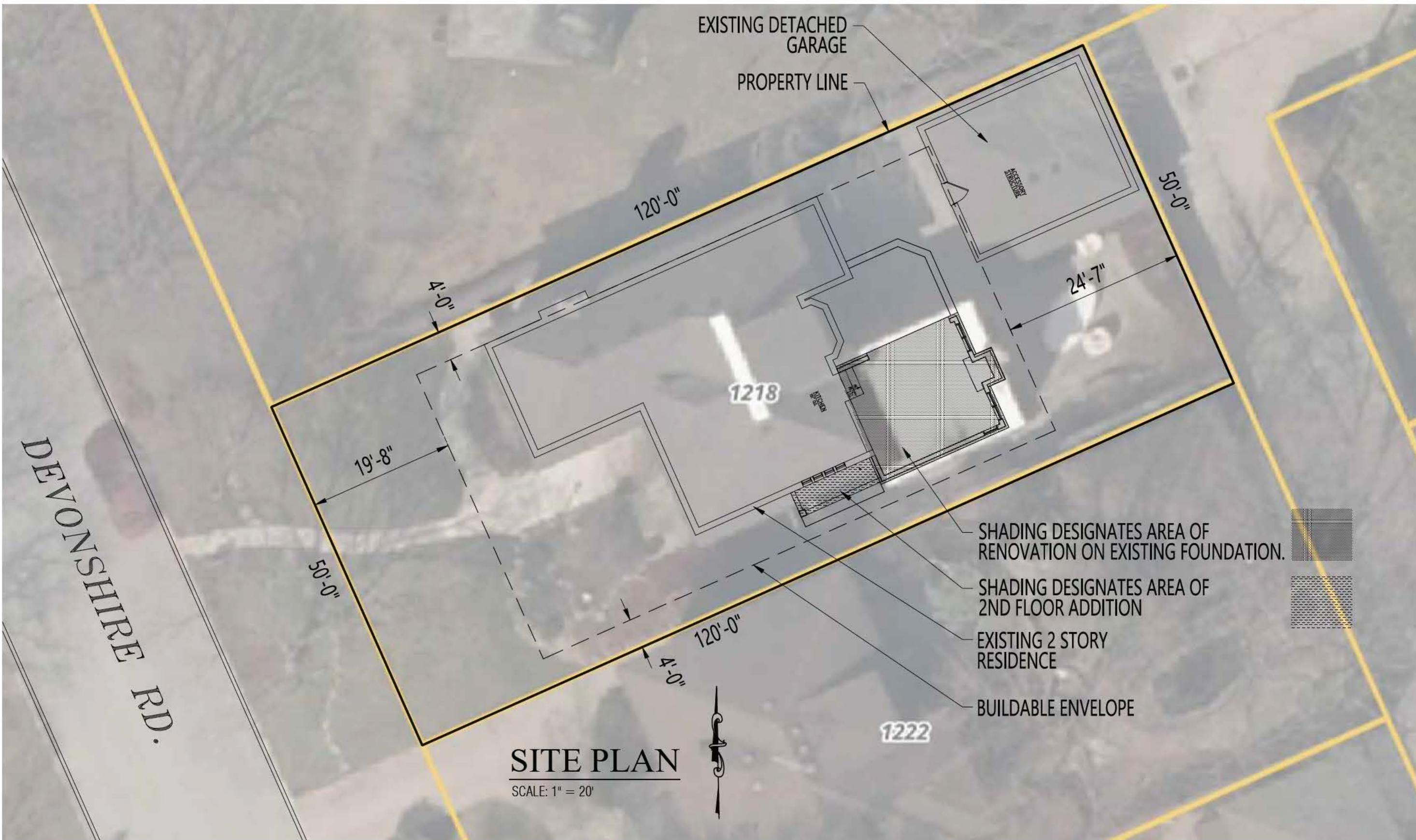




PROJECT RENDERING  
FOR GENERAL REFERENCE ONLY



ROOF PLAN  
SCALE: 1" = 10'



SITE DESCRIPTION:	
Mun. No. 1218 DEVONSHIRE ROAD IN WINDSOR, ONTARIO	

SITE INFORMATION:		UPDATED : APRIL 3, 2025
ZONED		RD1.1
TOTAL AREA OF LOT:		6,000 SQFT
TOTAL FOOTPRINT OF MAIN STRUCTURE:		1,661 SQFT
TOTAL FOOTPRINT OF ACCESSORY STRUCTURES:		400 SQFT
TOTAL FOOTPRINT AREA:		2,141 SQFT
LOT COVERAGE (MAX. 45%)		35.7%

SITE NOTES:	
1.	EXISTING TREES TO REMAIN & TO BE PROTECTED WITH BARRIER. DO NOT STOCKPILE SOIL AGAINST OR AROUND TREES. AVOID COMPACTING SOIL AROUND ROOT AREA OF TREES.
2.	THE BUILDING SHALL BE LOCATED ON THE BUILDING SITE GRADED SO THAT WATER WILL NOT ACCUMULATE AT OR NEAR THE BUILDING AND WILL NOT ADVERSELY AFFECT ADJACENT PROPERTIES. PER O.B.C. 9.14.6.1 SURFACE DRAINAGE
3.	WATER SERVICE TO BE 1" DIA. AS PER O.B.C. 7.6.3.4

# WHITE RENOVATION

Windsor, Ontario

## GENERAL NOTES:

### General:

Site plan generated is based upon municipal zoning information as obtained from the local building department where the project is to be constructed. Montemurri & Associates will not be responsible for determining other restrictions that are applied to the property (ie. easements, restrictive covenants etc.).

Montemurri & Associates is not responsible for obtaining any permits, approvals, or authorizations by any governing bodies for the construction of this project.

Upon receipt of the building permit, Montemurri & Associates is to be notified immediately by the permit holder, of any issues or concerns the building department has noted on the permit set. If not notified, Montemurri & Associates is not responsible for any associated costs or damages.

Engineered shop drawings, for any "manufactured component" forming part of the building (ie. engineered roof trusses, engineered floor joist, timbers etc.), must be submitted to Montemurri & Associates for review and written approval. If engineered shop drawings are not submitted and approved, Montemurri & Associates is not responsible for any associated costs or damages.

Materials or construction procedures with are prohibited by law or shall cause a harmful effect to the natural environment or to the health of any person on the site during construction and/or during occupancy shall not be used in this project.

All trades shall conform with all the applicable federal, provincial & local codes, rules and regulations. In case of conflict, the most stringent requirement shall apply.

All construction methods and materials shall comply with the current building codes, ordinances and requirements as adopted by the local governing body where the building is to be located.

These notes are for general reference only; where conflicts exist between these notes and current codes the more stringent requirements shall prevail.

Do not scale drawings; use printed dimensions only. If any discrepancy occurs, notify the designer and/or owner for direction.

Grades shown on elevations are "proposed". Building Contractor to verify all grades and insure compliance with the Ontario Building Code and local municipal guidelines.

### Soils:

A soils investigation by a qualified and licensed soils engineer must be provided at each building location prior to construction. In addition to other pertinent information, each report shall include the following:

a) Allowable soil bearing capacity and recommendations for improvement if required.

b) Water drainage and hydrostatic pressure analysis including recommendations for relief of any adverse conditions.

If there is a conflict between the soils investigation and information on the construction documents, the most stringent and conservative condition shall govern.

### Sump Pit and Pump:

Provide sump pit with pump in basement if recommended by soil engineer.

Sump pit to be designed to resist removal by children, and pit covers shall be sealed to maintain continuity of air barrier system. Refer to O.B.C. 9.14.5.2 & 9.25.3.3.(16).

### Foundation Notes:

Foundations and footings have been designed based on a minimum soil bearing capacity of 3,000 p.s.f.

Compressive strength of concrete after 28 days shall be at least 32 MPa for a garage and carport floors and all exterior wallwork. All concrete used for garage and carport floors and exterior steps shall have air entrainment of 5% to 8%.

Concrete work and placement shall conform to the latest specification of C.R.S.I. and A.C.I.

Compressive strength of concrete after 28 days shall be at least 20 MPa for foundation walls.

Minimum footing depth shall be 4'-0" below finished grade.

Remove all fill and organic materials from areas to receive floor slabs. Prepare areas per soils engineer's recommendation.

All reinforcing bars, dowels, and ties shall conform to A.S.T.M A615 Grade 60. Reinforcing steel shall be continuous and shall have minimum 36 bar diameter lap, unless shown or noted. All reinforcing bars shall be deformed.

Provide temporary bracing as required to insure the stability of the structure until the permanent framing is in place.

All block shall be type N-1; mortar is to be type "N"; horizontal wire reinforcing shall be at 16" o.c. in all masonry walls.

Provide sill plate anchor bolts at 4'-0" o.c. (max) and 12" from end of sill plates. Anchor bolts shall be 1/2" diameter (min.) and shall extend 15" (min.) into grouted concrete block or 8" (min.) into poured in place concrete footing or 8" into grouted concrete block plus 7" into poured in place concrete footing.

Provide 24" rigid insulation at all perimeter slab on grade conditions. See drawings for thickness.

Waterproof all brick, block and poured concrete walls at any below grade conditions unless directed otherwise by the soils engineer.

Provide 6 mil vapor barrier under all concrete slab on grade conditions and at all attached garage area concrete slabs, including basement slabs.

All poured concrete walls to be backfilled with sandy type soil and be well braced until concrete is thoroughly cured and additional weight of the building is in place. Do not use frozen material for backfill.

Crack control joints shall be provided in foundation walls more than 70 feet long at intervals of not more than 35 feet and should be designed to resist moisture penetration as per section 9.15.4.6.

### Loading Conditions:

	Live load	Dead load	Total
Floor habitable	40	15	55 p.s.f.
Floor with marble, stone or other hard finish material on grout bed.	40	35	75 p.s.f.
Wind load		25	25 p.s.f.
Roof pitched or flat	30	15	45 p.s.f.
Flat with ballast	30	25	55 p.s.f.

(Note): All floors were designed to a total load of 55 p.s.f., typical. If a hard finish material in a grout bed is to be installed or other special loading conditions are anticipated consult designer for a structural analysis of the condition.

### Trusses:

Floor truss manufacturer shall design and provide trusses to have a maximum live load deflection of L/480.

Truss manufacturer shall be responsible for all truss designs including girders, hangers, bearing seats and anchors for trusses.

Truss framing shown on plans is for general reference and to indicate bearing locations. Manufacturer shall notify designer if additional bearing points and/or walls are needed prior to fabrication and erection.

All roof trussing shall be braced per manufacturer's recommendations or as required on drawings.

### Framing & Materials:

Studs (bearing walls): Spruce-pine-fir, kiln dried, No. 2 or better.

Studs (non-bearing walls): Spruce-pine-fir, kiln dried, stud grade or better.

Joists, rafters, and headers: Fiber bending stress 1250 PSI  
Modulus of Elasticity 1,400,000 PSI or better.

Wall plates, non-structural blocking: Spruce-pine-fir, kiln dried, utility grade or bettered gra

Perimeter sill plates: Spruce-pine-fir, kiln dried, No. 2 or better.  
Set perimeter sill plates on sill sealer.

Furring: Spruce-pine-fir, kiln dried, No.3 or better.

Use metal joist hangers only where joists hang from beams, walls or other supports. No joist angles allowed.o

Floor Truss framing and TJI floor joist on drawings is designed for carpet, wood or ceramic tile floor finishes. If the floor material changes, notify the designer immediately for a structural redesign of the floor system to accommodate the dead load of the new floor material.

All micro lam beams are by Trus Joist MacMillan and are to be joined together per manufacturer printed specifications.

Provide 2 x 6 blocking at 16" o.c. between rim joist and header joist under all partitions parallel to floor framing direction. Provide solid bearing under all point load conditions to top of foundation wall on steel beam to

Studs in all walls to be spaced 16" o.c. unless noted otherwise. All studs to be continuous from floor to upper floor or roof.

### Bearing Walls:

Provide 2 x 4 solid blocking at 16" o.c. on 2 x 4 ledger boards between header joists (see drawings for size of member) under all in-line bearing partitions from floor above.

Provide solid blocking at all point load conditions continuous to solid bearing at headers or foundation.

Provide solid blocking at all bearing walls perpendicular to framing direction.

### Wall framing:

Exterior wood framed walls over 9'-0" in height shall be of minimum 2 x 6 construction. All studs shall be continuous from floor to underside of floor or roof framing above.

All structural mullions to have minimum double stud construction continuous from floor to underside of floor or roof framing above. Window transom headers shall span between continuous studs with flush hanger brackets as required.

Provide continuous studs to underside of roof framing at all sloped ceiling conditions. (Balloon construction.)

Lower level (basement) exterior frame walls shall be minimum 2 x 6 framing at 16" o.c. with pressure treated base plate. Interior lower level bearing walls shall be 2 x 6 framing at 16" o.c.

Provide in the 'main bathroom' stud wall reinforcement for the future use of 'grab bars'

### Wall Sheathing:

Structural grade for lateral loading. When non-structural sheathing is used provide let-in diagonal wind bracing or other type of bracing at all exterior corners of structure.

### Roofing:

Asphalt shingles shall not be installed on roof slopes below two units vertical in 12 units horizontal (2:12). Double-layer underlayment shall be required on roof slopes below four units vertical in 12 units horizontal (4:12). Single-layer underlayment is required on all other roof slopes. Asphalt shingles shall be secured to the roof with not less than four fasteners per strip shingle, or not less than two fasteners per individual shingle. Shingle headlap shall not be less than 2 inches (51mm).

Provide ventilation per O.B.C. 9.19.1.2. Unobstructed vent area not less than 1/300 of insulated ceiling. Where roof slope is slope less than 1 in 6 unobstructed vent area must not be less than 1/150 of insulated ceiling. Min. 25% required openings located at the top of bottom of space. Venting to be uniformly distributed on all sides of building.

### Roof Penetrations:

All plumbing, mechanical vent stacks and furnace flues shall be offset to rear roof lines. Flashing at all penetrations as required.

### Attic Access:

A readily-accessible opening not less than 22" x 28" shall be provided to any attic area having a clear height of over 30".

Hatch to be weather stripped and insulated.

### Stairs:

All stairs shall conform to code for allowable riser height and tread depth. (Minimum 9 1/4" treads and maximum 7 7/8" risers in single family dwellings.)

Handrails shall be provided on at least one side of stairways of two (2) risers or more having a width of less than 44". Provide additional handrails as required by code on wider stairways.

Handrail to have a diameter size of 1 1/2" min, 2" max.

All handrails shall be located at a height of 34" min. and 38" max. above nose of tread. The size and shape of handrails shall conform to current code requirements.

### Guard rail:

Balusters shall be spaced so that a sphere with a diameter of 4 inches cannot pass through the opening.

Top of railings shall be a minimum of 42" high above finished floor or nose of stair tread. The space below a guard rail shall be constructed such that a sphere with a diameter of 4 inches shall not be able to pass through any opening.

### Doors:

All doors shall be 6' - 8" high unless noted otherwise.

Doors between house and garage to be solid core fire rated steel door with automatic closer and weatherstripping.

All exterior swing type doors to have a dead-bolt locking mechanism.

### Windows and Glazing:

A minimum of one (1) window in each sleeping area shall meet emergency egress requirements. Window contractor shall provide egress hardware necessary to allow windows to meet applicable egress requirements.

Provide flashing at all window head, jamb, and sill conditions.

Fixed glass sizes shown are for reference only. Glazing contractor shall field measure all rough openings for fixed glass prior to fabrication.

Operating sash are shown for basic sizing only. Final size for rough opening and glazing shall be per selected window manufacturer's standards.

Provide the appropriate safety glass (in accordance with all applicable building codes) for all hazardous locations listed below:

- Glazing in ingress and egress doors except wired glass in required fire doors and jalousies.
- Glazing in fixed sliding panels of sliding type doors (patio and mail type).
- Glazing in storm doors.
- Glazing in all unframed swinging doors.
- Glazing in shower and bathtub doors and enclosures.
- Glazing, operable or inoperable, adjacent to a door in all buildings and within the same plane as the door whose nearest vertical edge is within twelve (12) inches of the door in a closed position and whose bottom edge is less than sixty (60) inches above the floor or walking surface.
- Glazing in fixed panels having a glazed area in excess of nine (9) square feet with lowest edge less than eighteen (18) inches above the finished floor or walking surface within thirty-six (36) inches of such glazing. In lieu of safety glazing such glazed panels may be protected with a horizontal member not less than one and one half (1 1/2) inches in width when located between twenty-two (24) and thirty-six (36) inches above the walking surfaces.

### Insulation:

Insulation requirements are to meet or exceed those for a Zone 1 Compliance Package for Space Heating with AFUE = 92%.

Thermal batt and blanket insulation shall have a kraft faced vapor barrier.

Insulation shall be installed in such a manner as to allow free air flow from the soffit to the roof space.

Ventilation of concealed roof spaces shall be maintained.

### Gypsum Board:

Garage shall be completely separated from the residence and its attic area by means of 1/2" gypsum board applied to the garage side.

### Smoke / Carbon Monoxide Detectors:

Each sleeping area shall be provided with a minimum of one (1) smoke detector (local fire department approved and Underwriter's Laboratories listed and labeled) installed adjacent to the sleeping area. The smoke detector shall be installed in accordance with all applicable codes. Where more than one (1) detector is required to be installed within an individual dwelling unit, the detectors shall be wired in such a manner that the actuation of one (1) alarm will actuate all the alarms in the individual unit. At least one alarm shall be provided at each floor.

### Plumbing:

All hose bibbs to have back-flow prevention.

## THERMAL PERFORMANCE REQUIREMENTS FOR ADDITIONS TO EXISTING BUILDINGS (Per SB-12 Table 3.1.1.11.(IP))

Compliance Package / Zone	1
Walls above grade	R-19 + R-5 ci
Walls below grade	R-20 ci
Ceilings with attic	R-60
Ceilings with no attic	R-31
Exposed floor	R-31



Project

White  
Renovation  
Windsor, Ontario

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Project No.

164-24

Drawn By

LM (BCIN: 31501)

Issued:

Montemurri & Associates

Company BCIN : #33339

April 3, 2025



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\*\*\*from Montemurri & Associates\*\*\*

Date

PERMIT : MAY 5, 2025

Sheet No.

G-1.01







## White Renovation Windsor, Ontario

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Project No.  
64-24

NEW  $\Sigma$  WALLS

INTERIOR BEARING WALL

LINE OF WALL ABOVE

INTER-CONNECTED SMOKE ALARM / CO DETECTOR w/ STROBE LIGHT & BATTERY BACK UP.  
(PER 9.10.19.1 & 9.10.19.3)

EXHAUST FAN

POINT LOAD FROM ABOVE

BUILT UP COLUMN PER O.B.C.

SHOWER HEAD

engineered shop drawings, for any "manufactured component" forming part of the building (i.e., engineered roof trusses, engineered roof 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.

Montemurri & Associates  
Company BCIN : #33339  
April 3, 2025

April 3, 2025



*Kindy Johnson*

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 \*\*\*from Montemurri & Associates\*\*\*

ERMIT : MAY 5, 2025

Sheet No.

A-1.02

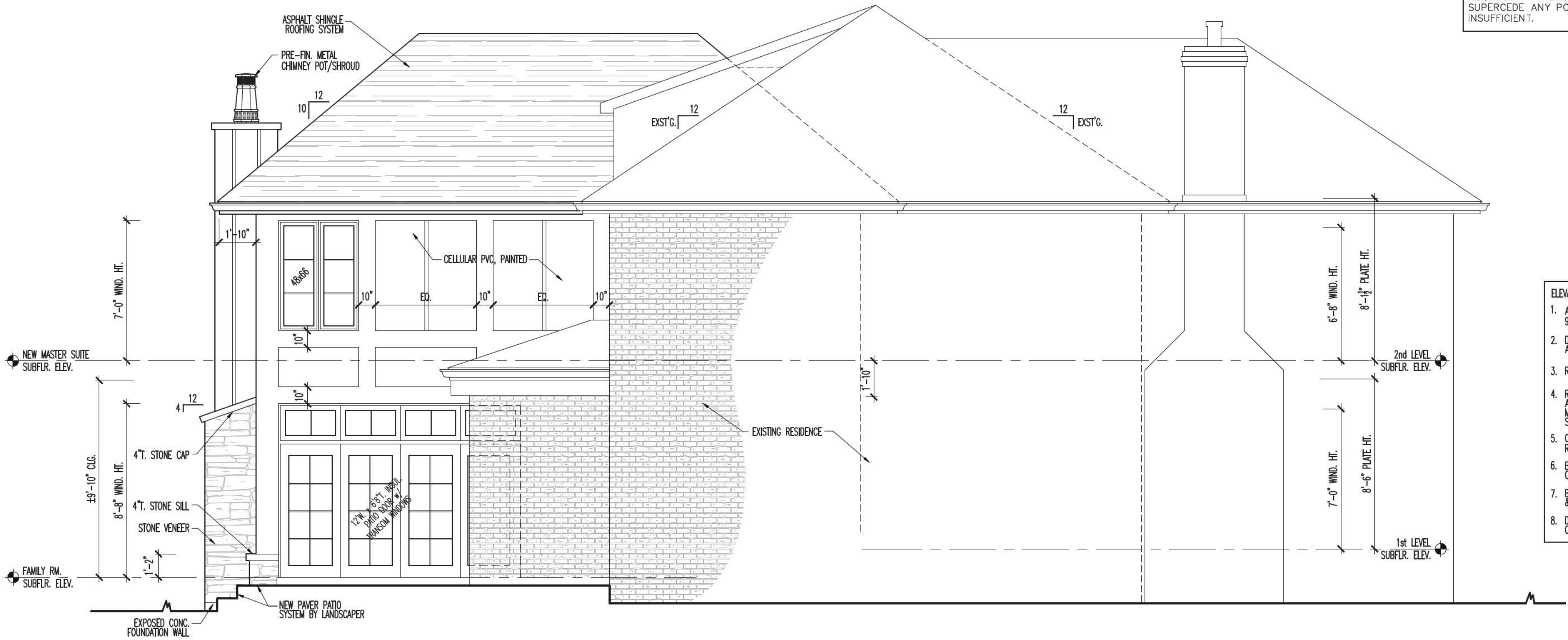




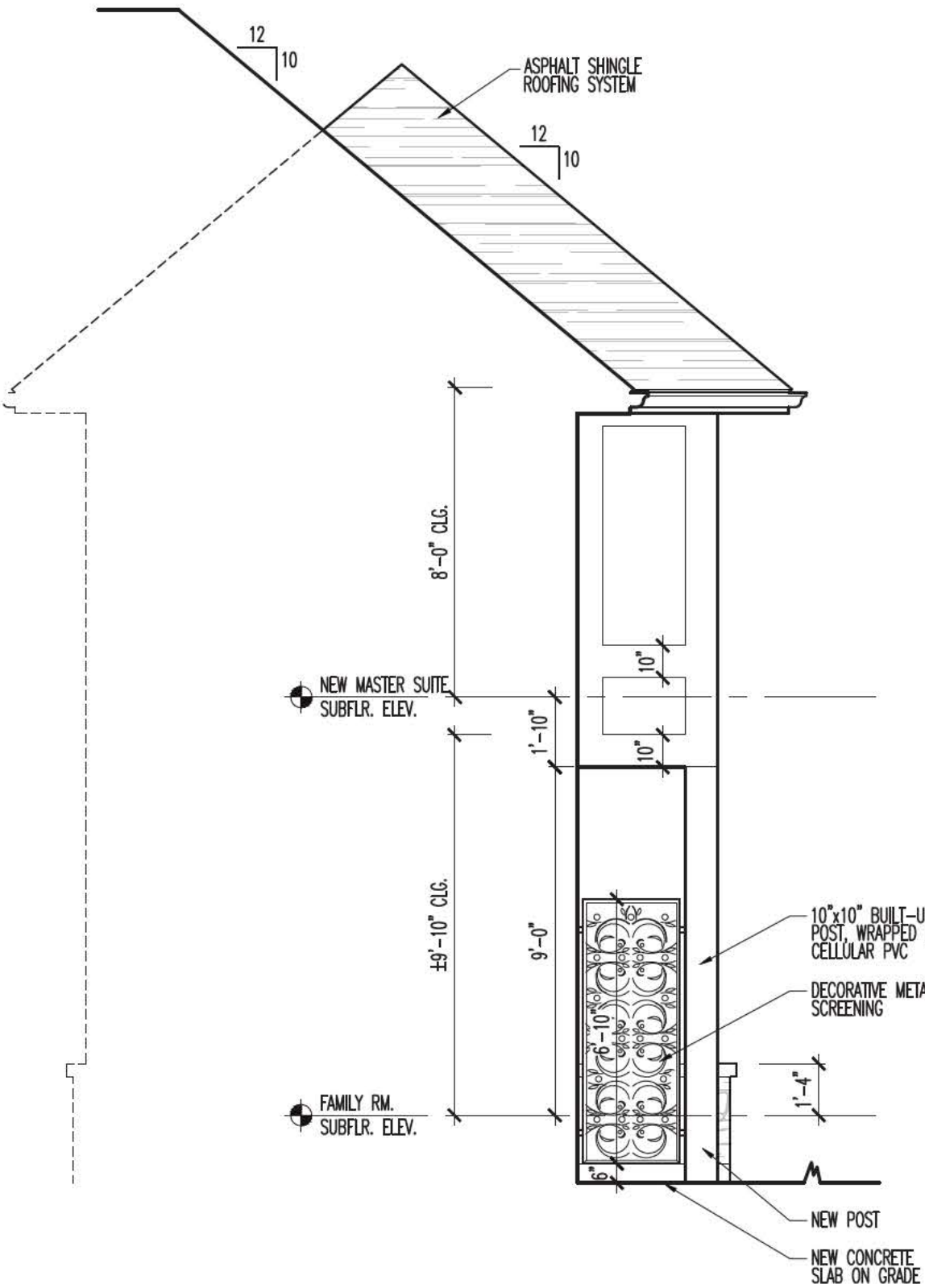
B. COMPLIANCE OPTION		PROJECT : WHITE RENOVATION		UPDATED : APRIL 30, 2025			
<input checked="" type="checkbox"/> SB-12 PRESCRIPTIVE [SB-12 - 2.1.1.]		NOTE: SECTIONS CURRENTLY DEPICT SB-12 COMPLIANCE PACKAGE RENOVATION TABLE 3.1.1.11					
<input type="checkbox"/> SB-12 PERFORMANCE* [SB-12 - 2.1.2.]							
<input type="checkbox"/> ENERGY STAR* [SB-12 - 2.1.3.]							
<input type="checkbox"/> ENERGYGUIDE 80*							
		* ATTACH ENERGY PERFORMANCE CALCULATIONS USING AN APPROVED SOFTWARE					
		* ATTACH BOP FORM					
		* HOUSE MUST BE EVALUATED BY NRCAN ADVISOR AND MEET A RATING OF 60					
C. PROJECT DESIGN CONDITIONS							
CLIMATE ZONE (SB-12):		HEATING EQUIPMENT EFFICIENCY		SPACE HEATING FUEL SOURCE			
<input checked="" type="checkbox"/> ZONE 1 (< 5000 DEGREE DAYS)		<input checked="" type="checkbox"/> e 92% AFUE		<input checked="" type="checkbox"/> GAS <input type="checkbox"/> PROPANE <input type="checkbox"/> SOLID FUEL			
<input type="checkbox"/> ZONE 2 (> 5000 DEGREE DAYS)		<input type="checkbox"/> e 84% < 92% AFUE		<input type="checkbox"/> OIL <input type="checkbox"/> ELECTRIC <input type="checkbox"/> EARTH ENERGY			
WINDOWS+SKYLIGHTS+GLASS DOORS		OTHER BUILDING CONDITIONS					
AREA OF WALLS = _____ SQ.M.		<input type="checkbox"/> 1ST BASEMENT <input type="checkbox"/> WALKOUT BASEMENT <input type="checkbox"/> LOG/POSTAGEAM					
AREA OF W, S & G = _____ SQ.M.		<input type="checkbox"/> 1ST ABOVE GRADE <input type="checkbox"/> SLAB ON GROUND <input checked="" type="checkbox"/> AIR CONDITIONING					
D. BUILDING SPECIFICATIONS (PROVIDES VALUES AND RATINGS OF THE ENERGY EFFICIENCY COMPONENTS PROPOSED, OR ATTACH ENERGY STAR BOP FORM)							
BUILDING COMPONENT		RSI/ R-VALUES		BUILDING COMPONENT		EFFICIENCY RATINGS	
THERMAL INSULATION				WINDOWS & DOORS <sup>1</sup>			
CEILING WITH ATTIC SPACE		R60		WINDOWS/SLIDING GLASS DOORS		U-VALUE 0.21	
CEILING WITHOUT ATTIC SPACE		R31		SKYLIGHTS		U-VALUE 0.49	
EXPOSED FLOOR		R31		MECHANICALS			
WALLS ABOVE GRADE		R19 + 56i		SPACE HEATING EQUIP. <sup>2</sup>		96% MIN.	
BASEMENT WALLS		R20ci		HRV EFFICIENCY (%)		81%	
SLAB (ALL > 600mm BELOW GRADE)				DHW HEATER (EF)		0.7 E.F.	
SLAB (EDGE ONLY > 600mm BELOW GRADE)		R10		DHWHR (CSA B55.1) MIN. 42& EFF.)		REDO # of SHOWERS _____	
SLAB (ALL > 600mm BELOW GRADE, OR HEATED)		R10		NOTES: 1. PROVIDE U-VALUE IN W/m <sup>2</sup> K, 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.

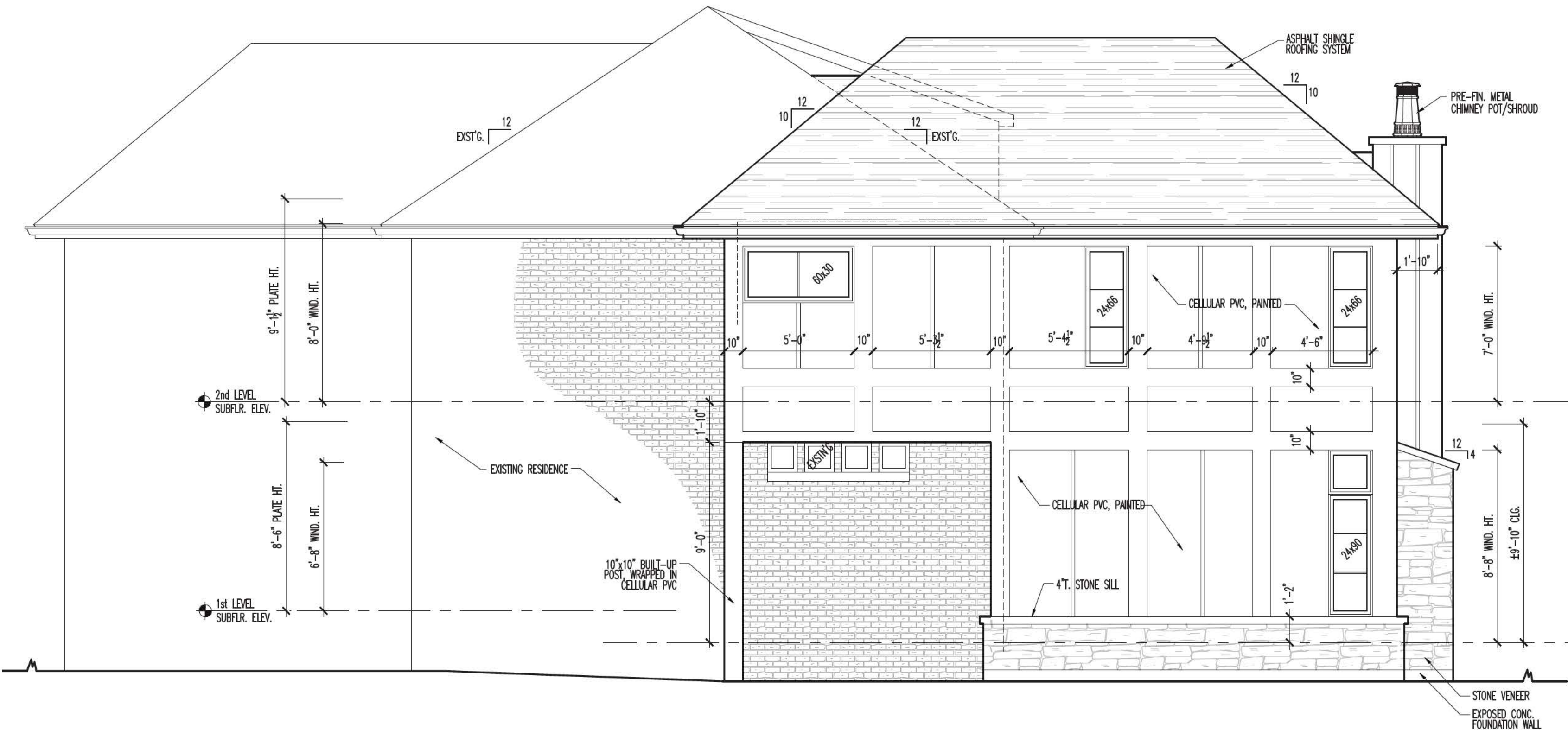
- ELEVATION NOTES:
- ALL EXTERIOR ENTRY DOORS TO COMPLY w/ SECTION 9.8.6. OF THE OBC RESISTANCE TO FORCED ENTRY
  - DOWNSPOUTS TO SPLASH TO GRADE IN ACCORDANCE WITH APPROVED LOT GRADING PLAN UNLESS HAZARD EXISTS.
  - ROOF VENTILATION PER O.B.C 9.19.1.2
  - ROOF TRUSS & FLOOR JOIST MANUFACTURER TO VERIFY ALL POINT LOAD CONDITIONS NOTED AND SIZE ALL SUPPORTING MEMBERS ACCORDINGLY. DESIGNER TO BE NOTIFIED IF PROPOSED STRUCTURAL LAYOUT IS ALTERED.
  - OFFSET ALL THROUGH-ROOF PROJECTIONS (IE. VENT STACKS, ROOF VENTS ETC.) TO REAR OF ROOF.
  - BUILDING CONTRACTOR TO VERIFY THAT ALL FINAL GRADES CONFORM TO MUNICIPLE GUIDELINES AND RESTRICTIONS.
  - BUILDING CONTRACTOR TO CONFORM WITH OWNER ALL PORCH/PATIO & EXTERIOR STAIR FINISHES AS WELL AS NOSING PROFILE DETAILS.
  - DOWNSPOUT LOCATIONS TO BE DETERMINED BY BUILDING CONTRACTOR & CONFORM TO MUNICIPLE GUIDELINES.



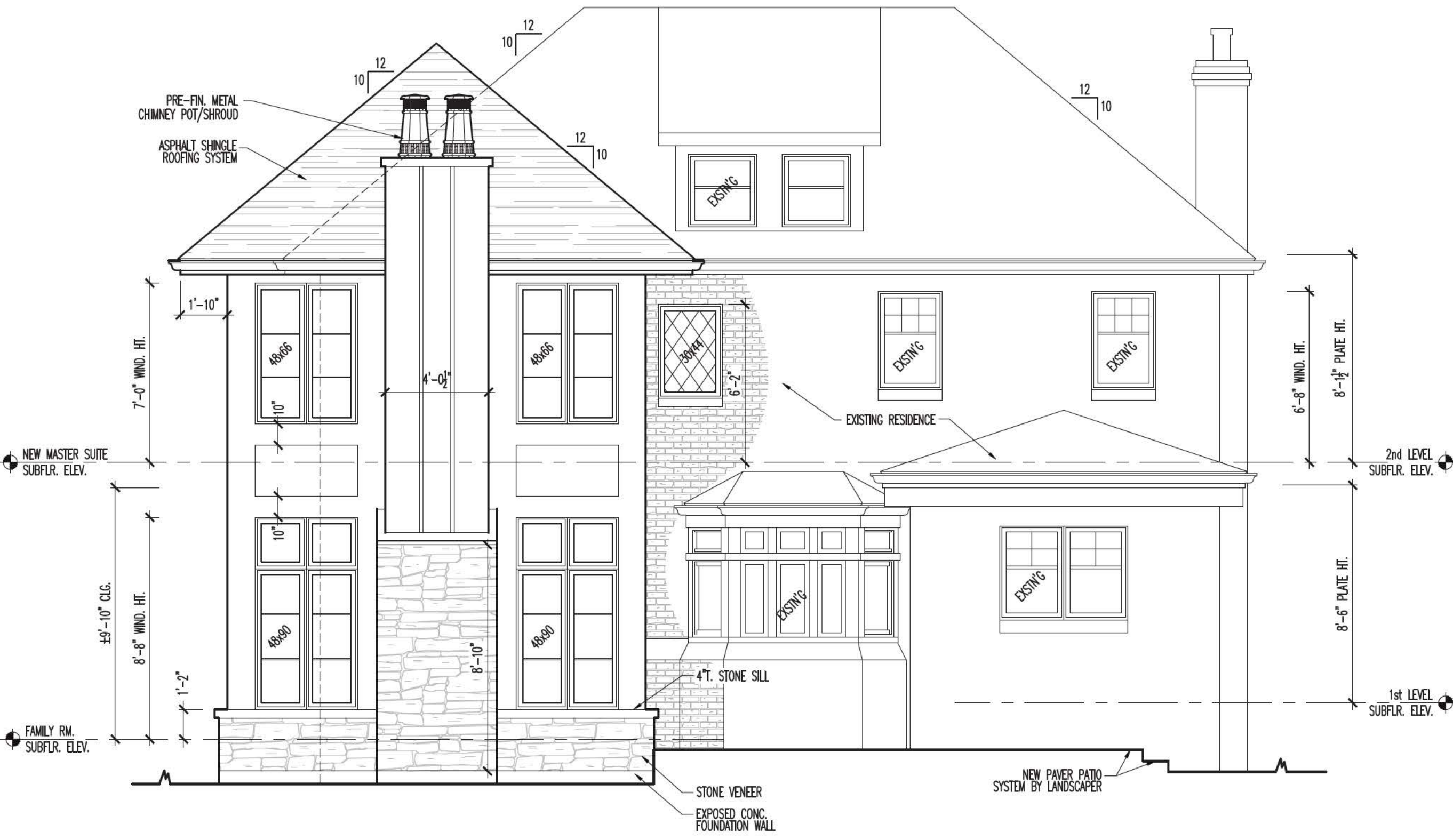
NORTH (SIDE) ELEVATION  
SCALE: 1/4" = 1'-0"



WEST (FRONT) ELEVATION  
SCALE: 1/4" = 1'-0"

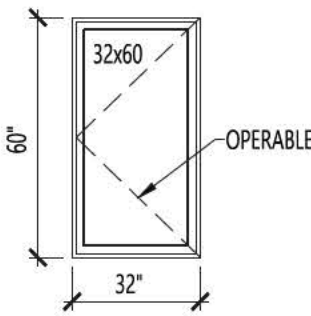


SOUTH (SIDE) ELEVATION  
SCALE: 1/4" = 1'-0"



EAST (REAR) ELEVATION  
SCALE: 1/4" = 1'-0"

- WINDOW NOTES:
- VINYL EXTRUDED SASH.
  - SEE WINDOW/DOOR SCHEDULE FOR FRAME SIZES.
  - VERIFY SASH COLOUR WITH OWNER.
  - VERIFY HARDWARE FINISH WITH OWNER.
  - PERFORMANCE TO MEET CRITERIA SET WITHIN SUPPLEMENTARY STANDARD SB-12 TABLE 2.1.2.A COMPLIANCE PACKAGE 'F'
  - WINDOW SIZES SHOWN HAVE BEEN USED FOR CALCULATION OF FEEDS AND MAX. AREA OF GLAZED OPENINGS IN EXTERIOR WALL. SIZES ARE NOT TO BE CHANGED WITHOUT WRITTEN APPROVAL BY MONTEMURRI & ASSOCIATES.
  - WINDOW MANUF. TO ALLOW FOR WINDOW RESTRICTORS AND TEMPERING OF GLASS PER O.B.C. 9.8.8.1, sentences (4), (5) and (7)



Note:  
Engineered shop drawings for any 'manufactured component' forming part of the building (ie. engineered roof 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 (BCIN: 31501)

Issued:  
Montemurri & Associates  
Company BCIN : #33339  
April 3, 2025



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\*\*\*from Montemurri & Associates\*\*\*

Date  
PERMIT : MAY 5, 2025

Sheet No.  
A-2.01



# 1218 Devonshire

## Presentation for Heritage Committee

**Jennifer & Sean White**



# 1218 Devonshire

## Introduction

Welcome to 1218 Devonshire Road

- In this presentation we will present our dreams and vision for our family home.
- In accordance with the Standards and Guidelines, the new addition was designed to ensure it remains subordinate to the historic house, and distinguishable.
- This project focuses solely on the addition that was added in the 1960s or 70s.
- The current state of the addition doesn't match the quality or aesthetic of the original home.
- The addition does not have effective insulation, heating or cooling on either floor.
- The addition in its current form has an unsafe set of stairs in the second-floor Primary bedroom, making the current 3 ft drop of the addition an interior safety hazard.
- This presentation will provide clarification for the committee on the design decisions we have made including materials, design, and windows.



# 1218 Devonshire Rd

## Rendering

- Here is the rendering completed by local architect Lino Montemurri BSc M. Arch.
- It brings to life our vision of a light filled, graceful addition that blends beautifully with the rest of the home.
- The inspiration for the lower floor is that of sunroom/orangery maintaining British Tudor influences of the home.
- It allows enjoyment of the courtyard, east facing exposure, and beautiful mature trees that surround the property.
- We're able to accomplish this improvement while using the existing 1970's additions footprint.

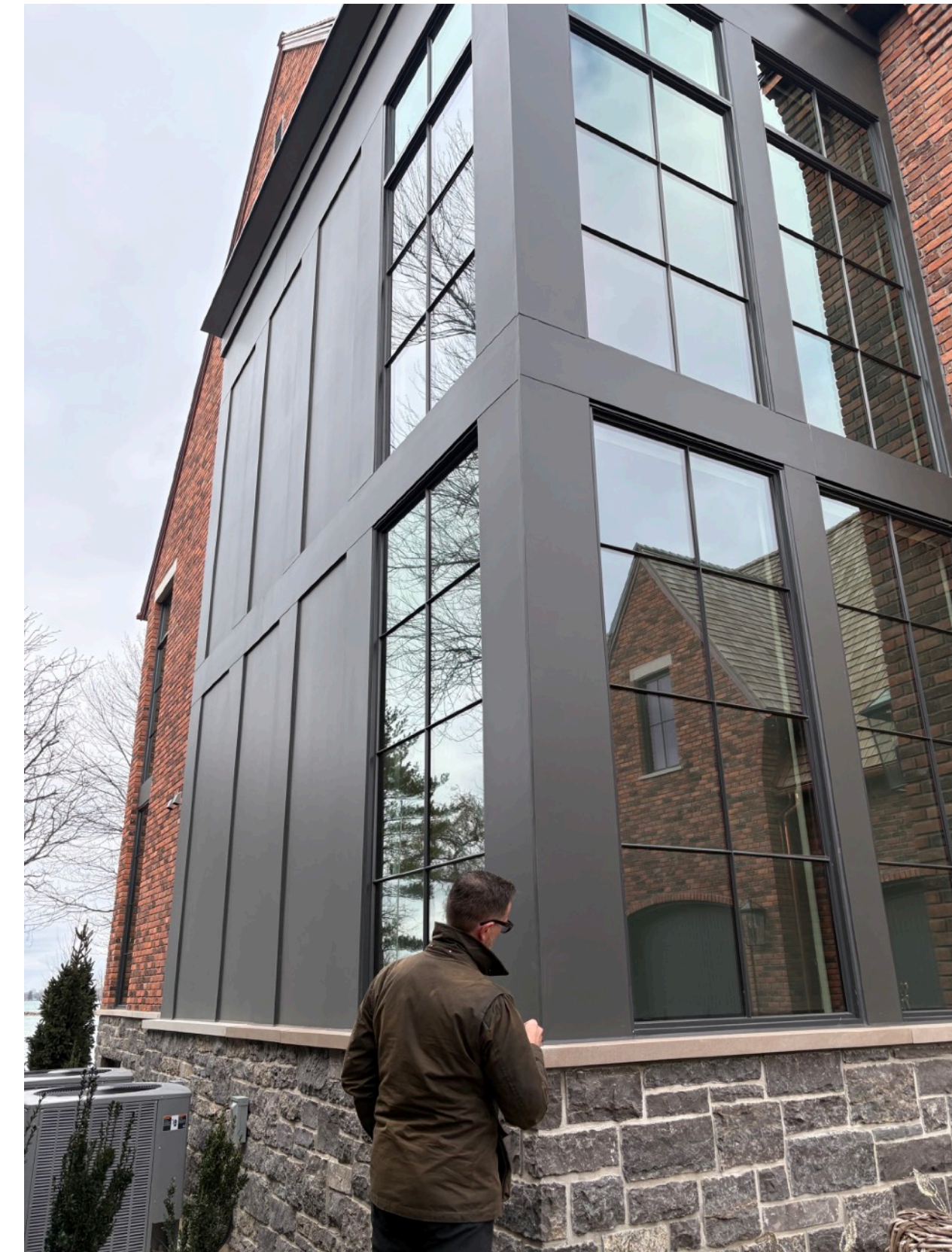




# 1218 Devonshire Rd

## Materials-Versatex Siding

- Versatex is a high quality composite siding that replicates wood but requires minimal maintenance.
- It is sold in sheets that resemble wood paneling and can compliment the Tudor revival architectural features of the home.
- Versatex arrives white, and is painted on site.
- The colour will be “Iron Ore” by Sherwin Williams. This is the colour referenced in the rendering.
- This colour has been pulled from the original brick on the home.
- There are currently 4 different brick types on the back of the house that all attempt to match the original brick, but do not.
- Rather than add a 5th un-matched brick, the decision was made to compliment with a wood look instead of further mis-matched brick.



Versatex on historic home on  
Amherstburg's gold coast

Iron Ore  
Sherwin Williams

Paint Sample “Iron Ore” by Sherwin Williams



# 1218 Devonshire Rd

## Materials—Stone

- We have chosen to use a modest amount of stone in keeping with the colour and style of the neighbourhood and the Paul Martin house to the north of our property.
- The stone is Masonal stone in the pattern Lochdoon Castle, a timeless, mostly rectangular grey limestone with varying shades of light and dark grey.
- Masonal Stone is a natural stone supplier from Milverton Ontario.
- The photo to the right is of the back view of the Paul Martin House next door
- The left photo is the stone we will be using.



Sample photo sent by architect to represent stone selection



View of Paul Martin house from our backyard



Sample of Lochdoon castle Stone from Masonal Stone



# 1218 Devonshire

## Lower Floor inspiration

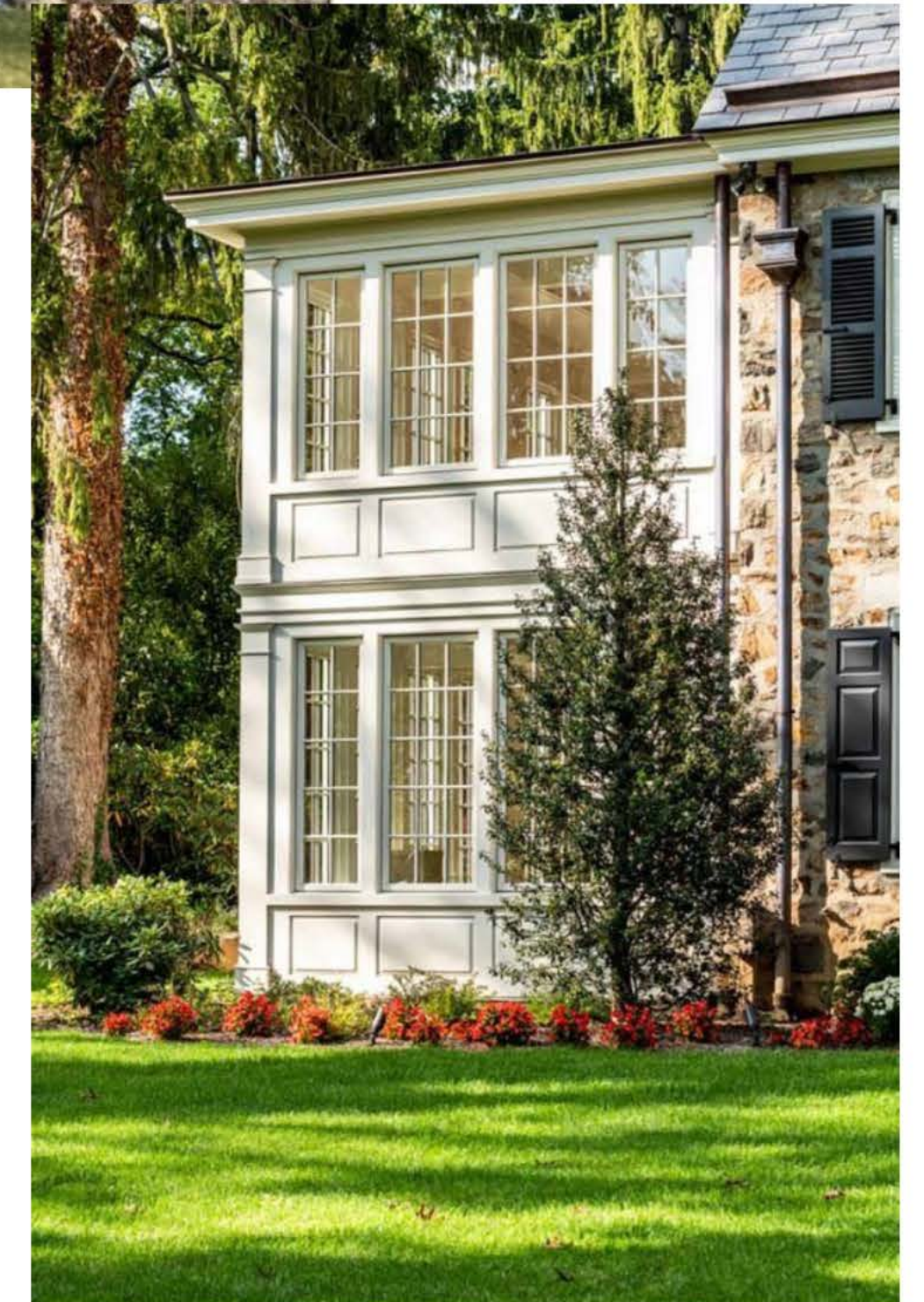
- The top picture is the front of the house, characterized by generous windows and natural light.
- We would like the addition to be inspired by the orangeries and solariums which were found in 19th century fashionable homes in Europe and North America.
- These orangeries and solariums are defined by large windows and substantial structure.
- The lower two photos are historic homes that combine the use of both double hung windows and large windows in the orangeries or solarium.



1218 Devonshire Road front view



Inspiration-19th Century home with Orangery



Inspiration- South Wayne historic District home of similar age



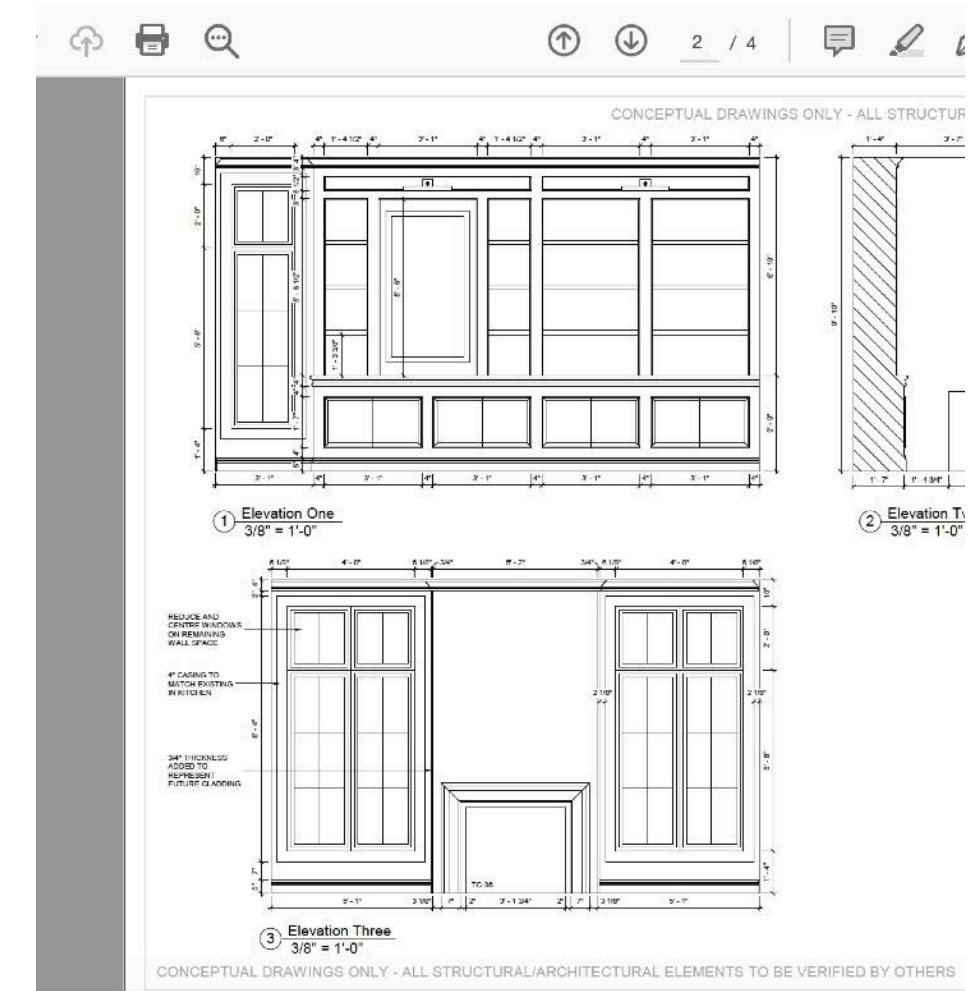
# 1218 Devonshire Rd

## Windows

- The original home's windows are currently comprised of casement (all sides), transom casement (east & west facing), picture windows (west and north facing) and double hung windows (West and south facing walls).
- The top photo is from the kitchen and shows the kitchen window which is informing the design of the new sunroom windows
- The lower photos are other windows that are currently in the historic part of the home.
- The top right elevation demonstrates how the proposed design will create cohesion between the kitchen and sunroom by using transom casement windows in the addition.



Current sightline showing kitchen transom casement window to be complimented in the family/sunroom



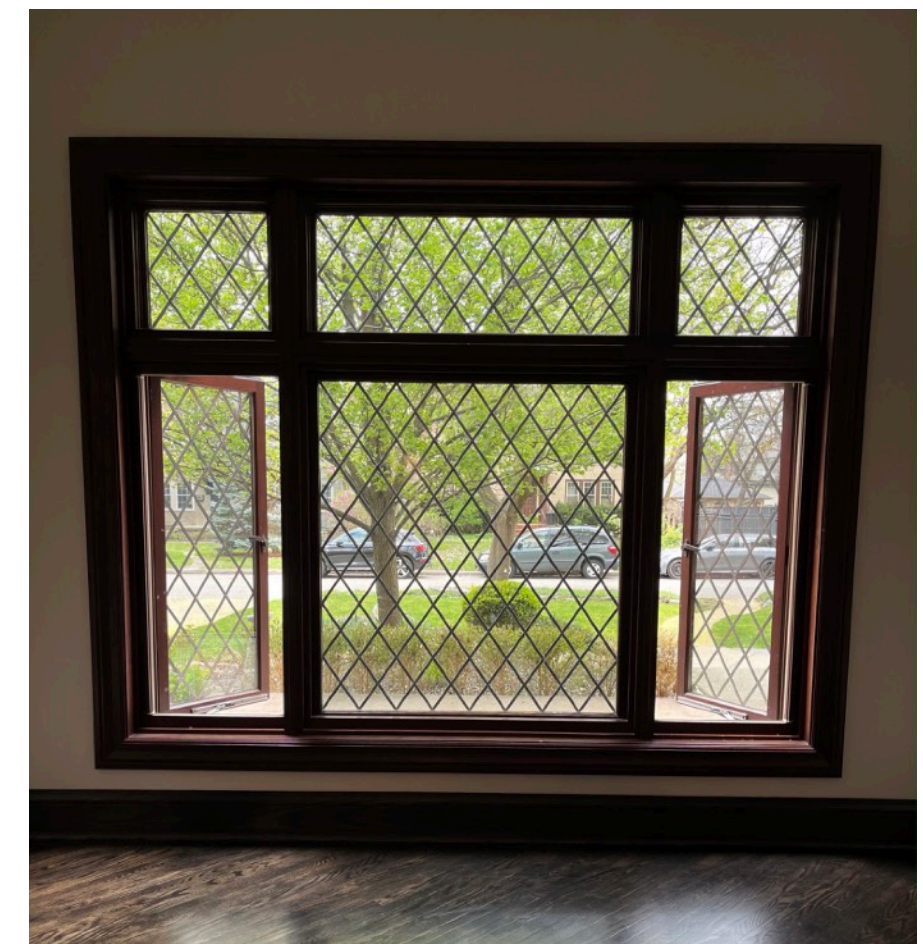
Proposed interior elevation of south & east facing sunroom wall



Upper Bedroom Double Hung



Landing Transom Casement



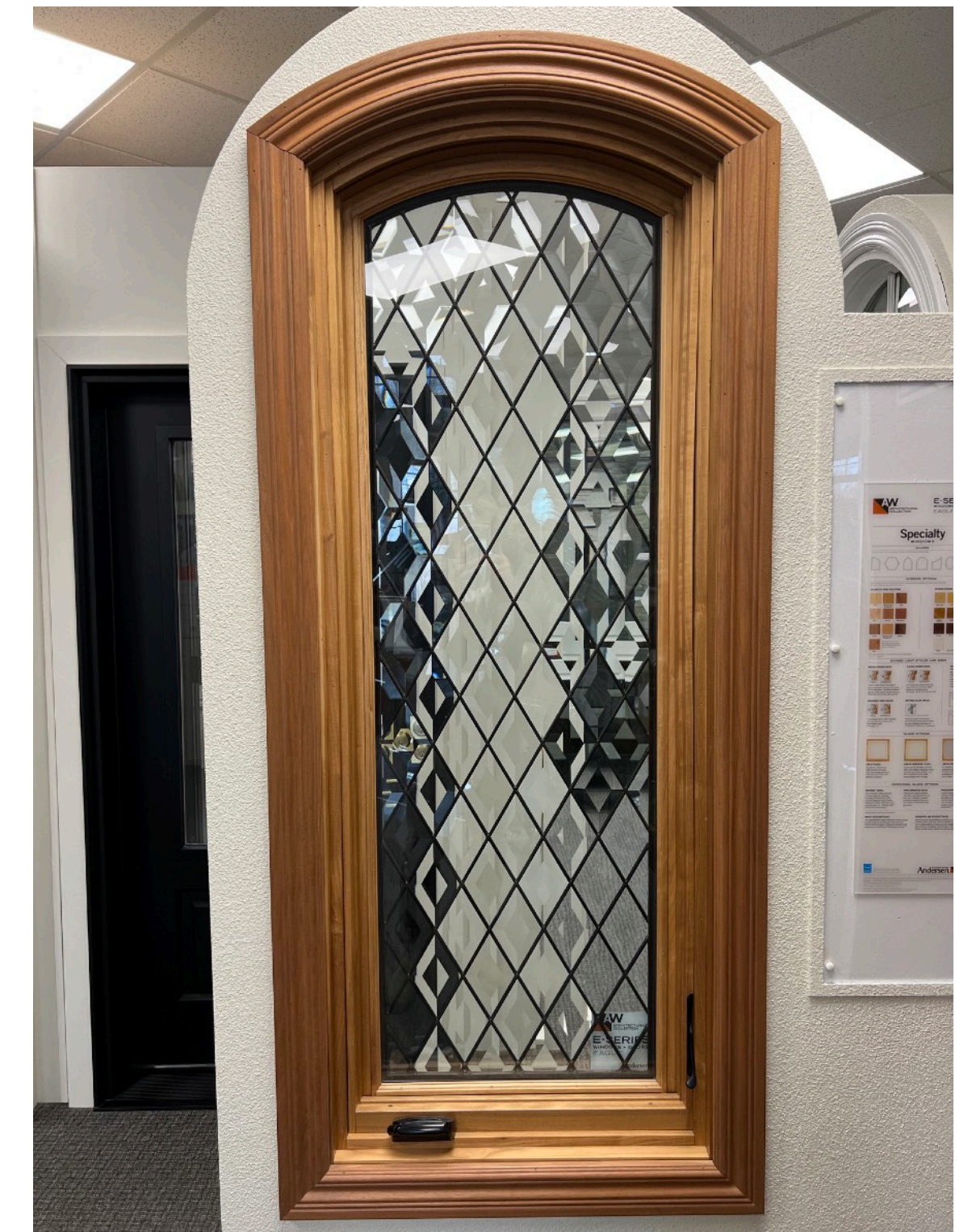
Dining Room Transom Casement



# 1218 Devonshire Rd

## Windows Continued

- We are proposing to use Andersen windows Traditional Selections line, the series of products that has been designed for historic homes.
- The goal in this series is to bring present day efficiency to historic architecture.
- The window trim will be deep aged bronze that matches the existing windows.
- Due to using inspiration of orangeries, we have opted for casement transom over double hung style windows.



Decorative second floor window using diamond pattern in original home





# 1218 Devonshire Rd

## Current Addition Exterior

- Added in the 1960s or 70s or we believe.
- Is approx 3ft lower than the original home.
- Has a flat roof.
- Unattractive & historically insubordinate.
- Windows are too small for rest of house.
- Roof, windows and siding are all in need of replacing.





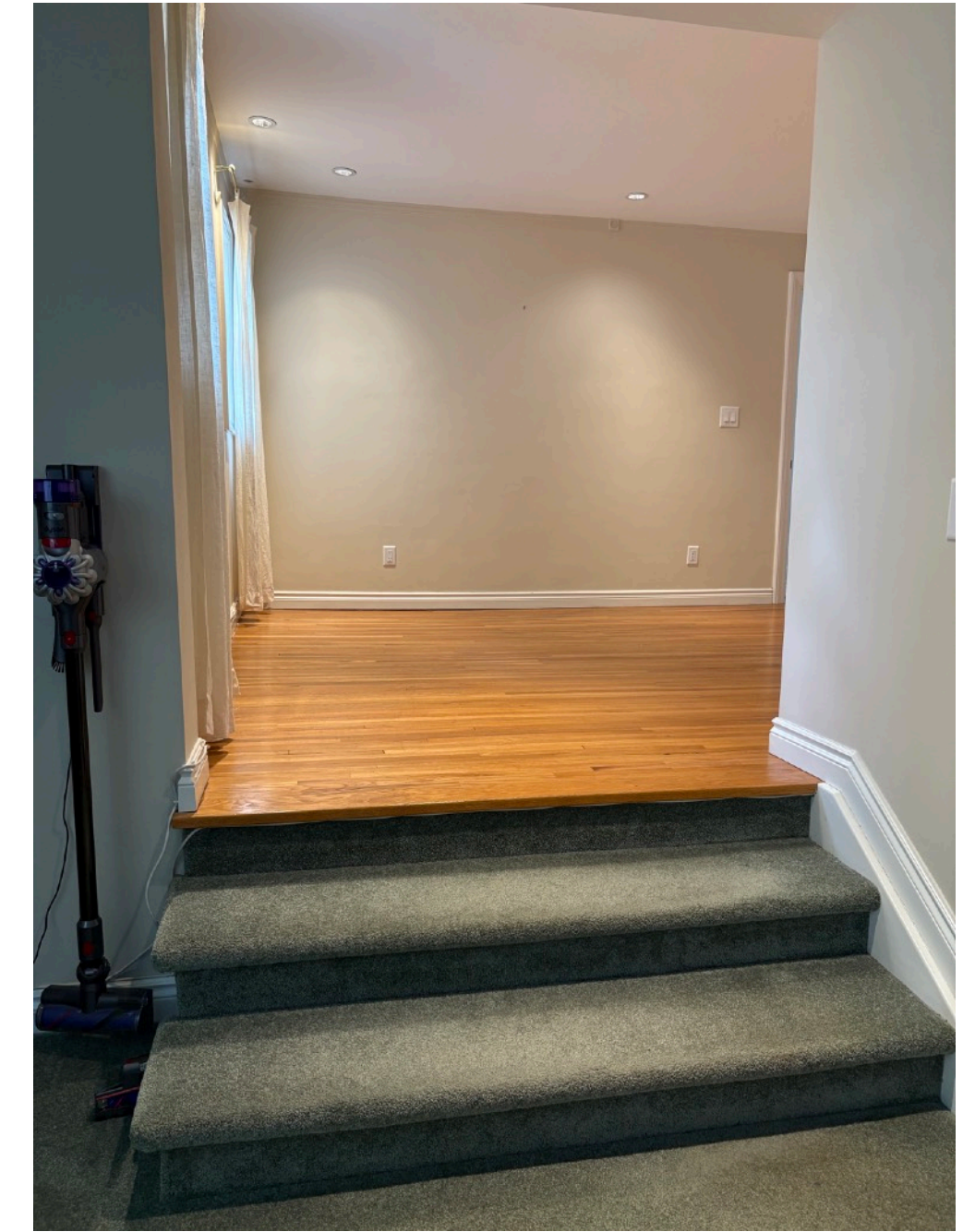
# 1218 Devonshire Rd

## Current Addition Interior

- It is 3ft lower than original house.
- It has unsafe stairs in middle of primary bedroom to access bathroom.
- The current addition is dark, claustrophobic and stylistically insubordinate.
- It has inadequate heating and cooling.
- Does not allow view or enjoyment of the backyard.
- It is impossible to supervise children or dogs in the backyard, leading to additional safety concerns.



Primary bedroom stairs to bathroom



Primary bedroom stairs to bathroom



View from kitchen—can't see backyard



No view, difficult access to backyard



# 1218 Devonshire Rd

## Conclusion

- We have painstakingly chosen experts in their field to help us bring this vision to life.
- Lino Montemurri, himself a historic home owner and experienced architect bringing Walkerville homes delicately into the 21st century.
- Wesley Maslanka of Wescon builders has been building custom homes with old world charm in Windsor Essex since 1995.
- Windsor native Kate Stuart of Tom Interior design has an international portfolio of historical homes blending comfort, elegance and period details.



From the portfolio of Kate Stuart  
TOM Design Collective



1989 Ontario Street Walkerville, from the portfolio of  
Lino Montemurri B Sc M. Arch



From the portfolio of Wesley Maslanka, Wescon Builders



**We wish to thank Tracy Tang for her time, consideration and attention to detail in guiding us through this process.**

**We would also like to thank the committee for their time, thoughtful feedback, and service to our community.**





## Appendix B – Additional Photos of 1218 Devonshire Road



Front (west-facing) elevation of the existing dwelling (Photos taken by Property Owners on April 16, 2025)



Side (north-facing) elevation of the existing dwelling, as seen from the intersection of Devonshire Road and Ontario Street in front of the Low-Martin House (Photos taken by City Staff on May 13, 2025)





View of the rear and north side of the existing dwelling, as seen from Ontario Street looking south through the Low-Martin House property. From this stretch of Ontario Street, the proposed rear addition will be visible (Photos taken by City Staff on May 13, 2025)



View of the south side facade of the existing dwelling looking eastward from the front property line along Devonshire Road. The proposed rear addition will be partially visible from this angle (Photos taken by City Staff on May 13, 2025)

**Subject: Demolition - 1279-1285 Langlois Ave - Request to extend timeframe for redevelopment of demolished dwelling - Ward 4**

**Reference:**

Date to Council: June 2, 2025  
Author: Simona Simion  
Planner III – Economic Development (A)  
519-255-6543 X 6449  
ssimion@citywindsor.ca  
Planning & Building Services  
Report Date: 5/6/2025  
Clerk's File #: SB2025

**To:** Mayor and Members of City Council

**Recommendation:**

1. THAT the condition of demolition permits authorized via CR254/2019 requiring the construction of a new building be substantially complete within two years of the commencement of demolition work at 1279-1285 Langlois Avenue, which was previously extended via CR242/2021 until June 6, 2023, and via CR216/2023 until June 6, 2024, **BE FURTHER EXTENDED** until June 30, 2028; and,
2. THAT if redevelopment, including construction of a new building, is not substantially complete on or before June 30, 2028, the maximum penalty under s. 33(7) of the *Planning Act*, R.S.O. 1990, c. P.13 (\$80,000) **SHALL BE ENTERED** on the collectors roll of the property; and,
3. THAT the City Solicitor **BE DIRECTED** to register a notice of the condition in recommendation 2 above against title to the subject property in the local Land Registry Office pursuant to section 33(8) of the *Planning Act*, R.S.O. 1990, c. P.13.

**Executive Summary:**

N/A

**Background:**

The subject properties are located at 1279-1285 Langlois Avenue (see Appendix A) and are owned by the Polish Peoples' Home Association (the 'Owner'). The properties are designated for Mixed Use in the City's Official Plan and zoned Residential District

(RD3.5), which permits a range of residential uses. The subject properties are also subject to a site-specific zoning provision in Section 20(1)43 that permits a multiple dwelling with a maximum of eight dwelling units. A minor variance application was approved by Committee of Adjustment on May 30 2024 to allow for a multiple dwelling exceeding the maximum number of dwelling units (10 dwelling units) with 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 for the property municipally known as 1279-1285 Langlois Ave.

Demolition Control By-law 131-2017 applies to properties containing a residential dwelling unit located within 100 metres (328 feet) of traditional commercial streets, which includes properties north and south of the Ottawa Street Business Improvement Area. The By-law prohibits demolition of any residential property in the demolition control area unless a permit is issued by Council.

Section 7 of the By-law and Section 33 of the Planning Act allows Council to attach a condition to a demolition permit requiring redevelopment to be deemed by Building Department substantially complete within a specified timeframe (i.e. must be at least two years from demolition permit issuance). If the condition is not met, the City may impose a fee of up to \$20,000 for each dwelling unit that was demolished and may put the fee on the tax roll of the subject property.

Council passed the following resolution (CR254/2019) on May 27, 2019, which approved a request to demolish two duplex dwellings on the subject properties:

*THAT the Chief Building Official **BE AUTHORIZED** to issue a demolition permit for the residential dwellings located at 1279-1281 and 1283-1285 Langlois Avenue to facilitate redevelopment of the properties; and,*

*THAT the Chief Building Official **BE DIRECTED** to require, as a condition of the demolition permit, that:*

- 1. Redevelopment be substantially complete within two years of demolition permit issuance; and*
- 2. If redevelopment, including construction of a new building, is not substantially complete within two years of the commencement of demolition the maximum penalty (\$80,000) shall be entered on the collectors roll of the property; and*
- 3. THAT the City Solicitor be **BE DIRECTED** to register a notice of condition # 2 in the land registry office against the property.*

In May, 2021 the City received a request from the Owner to extend the deadline for redevelopment by two years. The Owner was unable to proceed at the time due to

reduced revenue as a result of restrictions related to the Covid-19 pandemic. The request was granted via Council Resolution CR242/2021, which specified:

1. *THAT the condition of demolition permits authorized via CR254/2019 requiring the construction of a new building to be substantially complete with two years of the commencement of demolition work at 1279-1281 and 1283-1285 Langlois Avenue **BE EXTENDED** for two years (i.e. until June 6, 2023); and*
2. *THAT demolition permits #19-205365 and #19-205370 **BE COMPLETED AND CLOSED** by August 31, 2021; and*
3. *THAT grass **BE INSTALLED** at 1279-1281 and 1283-1285 Langlois Avenue by August 31, 2021.*

*On May 29, 2023 further extension was granted via Council Resolution CR216/2023, which stated:*

1. *That the condition of demolition permits authorized via CR254/2019 requiring the construction of a new building to be substantially complete within two years of the commencement of demolition work at 1279-1281 and 1283-1285 Langlois Avenue, which was extended via CR242/2021 for an additional two years, **BE FURTHER EXTENDED** for one year (i.e. until June 6, 2024).*

Building inspection staff attended the subject properties on May 11, 2023 and confirmed that all requirements of demolition permits #19-205365 and #19-205370 have been completed and the permits have been closed.

### **Discussion:**

Initially the Owner proposed to construct a multiple dwelling with 8 dwelling units on the subject properties. Site Plan Approval was issued on June 25, 2019. Later, the proposed development changed to a multiple dwelling with 10 dwelling units. No amendment to previous Site Plan Approval is required to construct a multiple dwelling with 10 dwelling units.

The *Planning Act* and Demolition Control By-law 131-2017 allows any person who has obtained a demolition permit and considers that it is not possible to complete the new building or redevelopment within the time specified or is of the opinion that the construction of the new building or redevelopment has become not feasible on economic or other grounds, to apply to the Council for relief from the conditions. In the application to Council for relief the applicant shall demonstrate that it is not feasible to complete the proposed new building or redevelopment within the specified time.

The current request for extension until June 30, 2028 indicates the Owner is committed to completing the proposed construction in a timely manner. Administration is satisfied with the reasons provided by the owner and recommend extending the condition of

demolition approval requiring the construction of a new building to be substantially complete until June 30, 2028.

**Risk Analysis:**

There is some risk associated with approval of the requested extension. The requirement to replace the demolished dwelling is intended to ensure housing stock is promptly replaced and to prevent vacant land from negatively affecting the City's neighbourhoods and Business Improvement Areas. Debris has been removed from the site and grass has been installed since the 2021 request to extend the deadline (see Appendix C).

**Climate Change Risks****Climate Change Mitigation:**

The proposed multiple dwelling implements Environmental Master Plan Objective C1: Encourage in-fill and higher density in existing built areas.

**Climate Change Adaptation:**

The proposed new dwelling units 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.

**Financial Matters:**

The City has collected securities in the amount of \$12,600 from the applicant (i.e. \$7,500 landscaping, \$3,000 lighting, \$2,100 curbing).

**Consultations:**

Staff from the Planning (Greg Atkinson), Building (Chris Odecki) and Legal Department (Aaron Farough) has been consulted in the preparation of this report.

**Conclusion:**

It is recommended that Council approve the request to extend the conditions of demolition approval until June 30, 2028.

**Planning Act Matters:**

N/A

**Approvals:**

<b>Name</b>	<b>Title</b>
Jason Campigotto	Deputy City Planner – Growth (A)
Neil Robertson	City Planner
Aaron Farough	Senior Legal Counsel, Legal & Real Estate
John Revell	Chief Building Official
Jelena Payne	Deputy CAO/Commissioner, Economic Development
Ray Mensour	Chief Administrative Officer

**Notifications:**

<b>Name</b>	<b>Address</b>	<b>Email</b>

**Appendices:**

Appendix A - 1279-85 Langlois Ave  
Appendix B - Request for Extension  
Appendix C - Site Photos 2019, 2021, 2023







## Request for Extension

Thank you for taking the time to meet with us today. We appreciate your ongoing support and the opportunity to discuss the next steps for our project.

We are writing to formally request an extension of the demolition permit for the property located at 1279 Langlois Ave in Windsor, Ontario. The previous extension expired in June 2024,

In order to fully comply with the City of Windsor by-laws and regulations, we respectfully request that the demolition permit be extended until the year 2028.

We remain committed to working closely with the City and will provide any additional documentation or information required to support this request.

Thank you again for your time and consideration.

Sincerely,

--

**Małgorzata Holec**

2019



2021





2023



**Subject: University Avenue West and Wyandotte Street West CIP Grant Applications - 1989 Wyandotte Street West (Ward 2)**

**Reference:**

Date to Council: June 2, 2025  
Author: Laura Strahl, MCIP, RPP  
Planner III - Special Projects  
519-255-6543 ext. 6396  
lstrahl@citywindsor.ca

Planning & Building Services  
Report Date: 5/7/2025  
Clerk's File #: SPL2025

**To:** Mayor and Members of City Council

**Recommendation:**

- I. THAT the request, made by 1001054864 Ontario Inc. (David Barry) (Owner) for the proposed creation of one (1) residential unit within the existing building at 1989 Wyandotte Street West to participate in the Building/Property Improvement Tax Increment Grant Program **BE APPROVED** at the lesser of 100% of the municipal portion of the tax increment resulting from the proposed development for up to five (5) years or the eligible project costs in accordance with the University Avenue and Wyandotte Street Community Improvement Plan.
- II. THAT Administration **BE DIRECTED** to prepare an agreement between the City and 1001054864 Ontario Inc. (David Barry) (Owner) to implement the Building/Property Improvement Tax Increment Grant Program at 1989 Wyandotte Street West in accordance with all applicable policies, requirements, and provisions contained within the University Avenue and Wyandotte Street Community Improvement Plan.
- III. THAT the CAO and City Clerk **BE AUTHORIZED** to sign the Building/Property Improvement Tax Increment Grant Program 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 implications.
- IV. THAT approval of the tax increment grant **BE RECINDED** if the applicant has not completed the work and fulfilled the conditions within one (1) year of the approval date.

## **Executive Summary:**

N/A

## **Background:**

**Owner:** 1001054864 Ontario Inc. (David Barry)

The University Avenue and Wyandotte Street Community Improvement Plan (University/ Wyandotte CIP) was approved by City Council on June 7, 2021, and an adopting by-law was passed by City Council on July 13, 2021.

The University/Wyandotte CIP builds a vision for the corridors connecting the downtown to the University of Windsor, thereby informing land use and transportation concepts to enhance the surrounding communities. Financial incentives are provided to encourage private sector investment and redevelopment along the City's key corridors.

1001054864 Ontario Inc. (David Barry), owner of the property located at 1989 Wyandotte Street West (See Appendix A – Location Map), has applied for financial incentives under the Building/Property Improvement Tax Increment Grant Program. The property currently contains a 7 storey, 38-unit residential condominium building (see Appendix B – Current Building). The applicant is proposing to create one additional residential unit within the existing vacant basement space of the residential condominium building.

## **Discussion:**

### **Building/Property Improvement Tax Increment Grant Program**

This program is intended to provide economic incentive for the development, rehabilitation and redevelopment of properties within the area of the CIP. The program provides an annual grant equal to 100% of the increase in municipal property taxes for five years, after the project is completed and reassessed to help offset the costs of rehabilitating and redeveloping properties, as long as such development results in an increase in assessment and therefore an increase in property taxes. The applicant will initially be required to pay the full amount of property taxes owing for each year during the specified duration. However, the Building/Property Improvement Grant will be paid for the amount of the municipal tax increment after the final tax bills for each year have been collected. Grant payments will cease when the total grant along with all other grants and loans provided equals the costs of rehabilitating and redeveloping properties, or after 5 years, whichever comes first.

## **Risk Analysis:**

There is low risk associated with the approval of subject University/ Wyandotte CIP grant application. An agreement will be prepared between the City and the applicant to ensure all provisions under the University Avenue and Wyandotte Street Community Improvement Plan are met. The Building/ Property Improvement Tax Increment Grant is issued upon completion of eligible work, the establishment of an increased reassessment value by the Municipal Property Assessment Corporation (MPAC),

calculation of eligible works is verified, and only after the owner's full payment of annual property taxes.

### **Climate Change Risks**

#### **Climate Change Mitigation:**

The proposed conversion of existing vacant storage space into a residential unit is confined to the existing building footprint, limiting use to existing infrastructure thereby reducing the overall consumption of construction material.

The utilization of an existing building in an existing neighbourhood promotes energy efficiency, eliminating the need for new development to occur on greenfield sites.

#### **Climate Change Adaptation:**

N/A

### **Financial Matters:**

#### **Building/Property Improvement Tax Increment Grant Program**

The program provides an annual grant equal to 100% of the increase in municipal property taxes for five (5) years, with the possibility of a five (5) year extension, up to a total of ten (10) years if the project is considered a Catalyst Project; a designated heritage property; projects where at least 20% of the residential units are considered affordable or the project is certified LEED bronze. The property is not a designated heritage property nor certified LEED bronze and does not meet the definition of a Catalyst Project thus the project qualifies for the lesser of 100% of the municipal portion of the tax increment resulting from the proposed development for up to five (5) years or the eligible project costs.

As indicated above, this property is a 7 storey, 38-unit residential condominium building. As such, each individual unit is assessed and taxed individually. The applicant is proposing to create one additional residential unit within the existing vacant basement space of the residential condominium building. Average taxes per unit within the building is \$790. Administration estimates the annual municipal taxes post development for the new residential unit to be \$658 and \$3,290 over five (5) years. The applicant estimates that total construction costs will amount to \$100,000. The *Planning Act* stipulates that the total grants under a CIP cannot exceed the eligible costs. The grant under that tax increment program accounts for 3.3% of the construction costs.

The University Avenue West/Wyandotte Street West Community Improvement Plan stipulates that municipal taxes must increase by \$500 annually as a result of the development to qualify for the Building/Property Improvement Tax Increment Grant Program. Based on the estimates prepared by the Finance Department it is anticipated the municipal taxes will increase more than \$500 annually. However, after the project is complete and MPAC has assessed the new unit, if the tax increase is under \$500 the project will not qualify for the grant program therefore a grant will not be paid out.

### **Consultations:**

The City of Windsor's University Avenue and Wyandotte Street Community Improvement Plan was subject to stakeholder and public consultation as part of the approval process, including public meetings, a statutory public meeting and circulation among internal City staff and the Province.

Planning staff have consulted with the project owner and proposed lease holder prior to accepting the grant application. Carolyn Nelson, Manager Property Valuations and Administration, and Josie Gualtieri, Financial Planning Admin. were consulted on this report.

### **Conclusion:**

Administration recommends that City Council approve the application made by the 1001054864 Ontario Inc. (David Barry) at 1989 Wyandotte Street West to participate in the Building Property Improvement Tax Increment Grant Program under the University Avenue and Wyandotte Street Community Improvement Plan. It is also recommended that approval to participate in the program is rescinded if the eligible work is not completed within one (1) years.

### **Approvals:**

<b>Name</b>	<b>Title</b>
Laura Strahl	Planner III - Special Projects
Emilie Dunnigan	Manager Development Revenue & Financial Administration
Jason Campigotto	Deputy City Planner – Growth (A)
Neil Robertson	City Planner
Kate Tracey	Senior Legal Counsel, Legal & Real Estate
Lorie Gregg	Deputy Treasurer Taxation and Financial Planning
Janice Guthrie	Commissioner, Finance/City Treasurer
Jelena Payne	Deputy CAO/Commissioner, Economic Development
Ray Mensour	Chief Administrative Officer

### **Notifications:**

<b>Name</b>	<b>Address</b>	<b>Email</b>
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Name	Address	Email

**Appendices:**

- 1 Appendix A - Location Map
- 2 Appendix B - Current Building





## LOCATION MAP : 1989 WYANDOTTE STREET WEST



SUBJECT PROPERTY

0 5 10 20 30 Meters





## Appendix B – Current Building



**Subject: Part Closure of north/south alley located between Brant Street and Wyandotte Street East, Ward 4, SAA-7198**

**Reference:**

Date to Council: June 2, 2025  
Author: Brian Nagata, MCIP, RPP  
Planner II - Development Review  
(519) 255-6543 ext. 6181

Planning & Building Services  
Report Date: May 8, 2025  
Clerk's File #: SAA2025

**To:** Mayor and Members of City Council

**Recommendation:**

- I. THAT the 33.83 metre portion of the 4.57-metre-wide north/south alley located between Brant Street and Wyandotte Street East, and shown on Drawing No. CC-1855 (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** in **as is condition** to the owner (the "Owner") of the abutting property known municipally as 1850 & 1862 Wyandotte Street East, legally described as Part of Lots 4 & 5 and Block E, Plan 211, and as necessary, in a manner deemed appropriate by the City Planner, subject to the following:
  - a. Easements, subject to being accepted in the City's standard form and in accordance with the City's standard practice, being granted to:
    - i. Bell Canada to accommodate existing infrastructure;
    - ii. Enbridge Gas Inc. to accommodate existing underground infrastructure;
    - iii. ENWIN Utilities Ltd. to accommodate existing pole, anchors and overhead plant;
    - iv. Managed Network System Inc. (MNSi.) to accommodate existing aerial infrastructure; and
    - v. The Corporation of the City of Windsor to accommodate existing 1,125.0 millimetre brick combined sewer with catch basin.
  - b. Payment of the survey cost associated with the closure of the Subject Alley by the Owner.

III. THAT Conveyance Cost **BE SET** as follows:

- a. For alley conveyed to abutting lands zoned CD2.1 at \$10.00 per square foot with easements plus HST (if applicable).

IV. THAT The City Planner **BE REQUESTED** to supply the appropriate legal description, in accordance with Drawing No. CC-1855.

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

### **Background:**

The applicant, Vito Maggio Holdings Inc., owner of the property known municipally as 1850 & 1862 Wyandotte Street East (the "Subject Property"), applied to close the 30.48 metre portion of the 4.57-metre-wide north/south alley located between Brant Street and Wyandotte Street East, and shown as Part 1 on Drawing No. CC-1855 attached hereto as Appendix "A", and also shown on the aerial photo attached hereto as Appendix "B".

The applicant also owns the remaining two properties that abut the portion of the north/south alley being requested for closure, known municipally as 1840 Wyandotte Street East and 1880 Wyandotte Street East. Additionally, the applicant owns one of the six properties that abuts the portion of the north/south alley not being requested for closure, known municipally as 549 Kildare Road.

The applicant wishes to close the alley for the purpose of establishing an outdoor patio for the restaurant operating out of the west main floor unit of the two storey combined use building located on the Subject Property.

The Planning Department investigated the possibility of closing the full north/south alley and the intersecting east/west alley off Chilver Road. The Planning Department determined that the portion of the north/south alley not being requested for closure (save and except that portion shown as Part 2 on Drawing No. CC-1855 attached hereto as Appendix "A") and the intersecting east/west alley off Chilver Road are indispensable for the following reason:

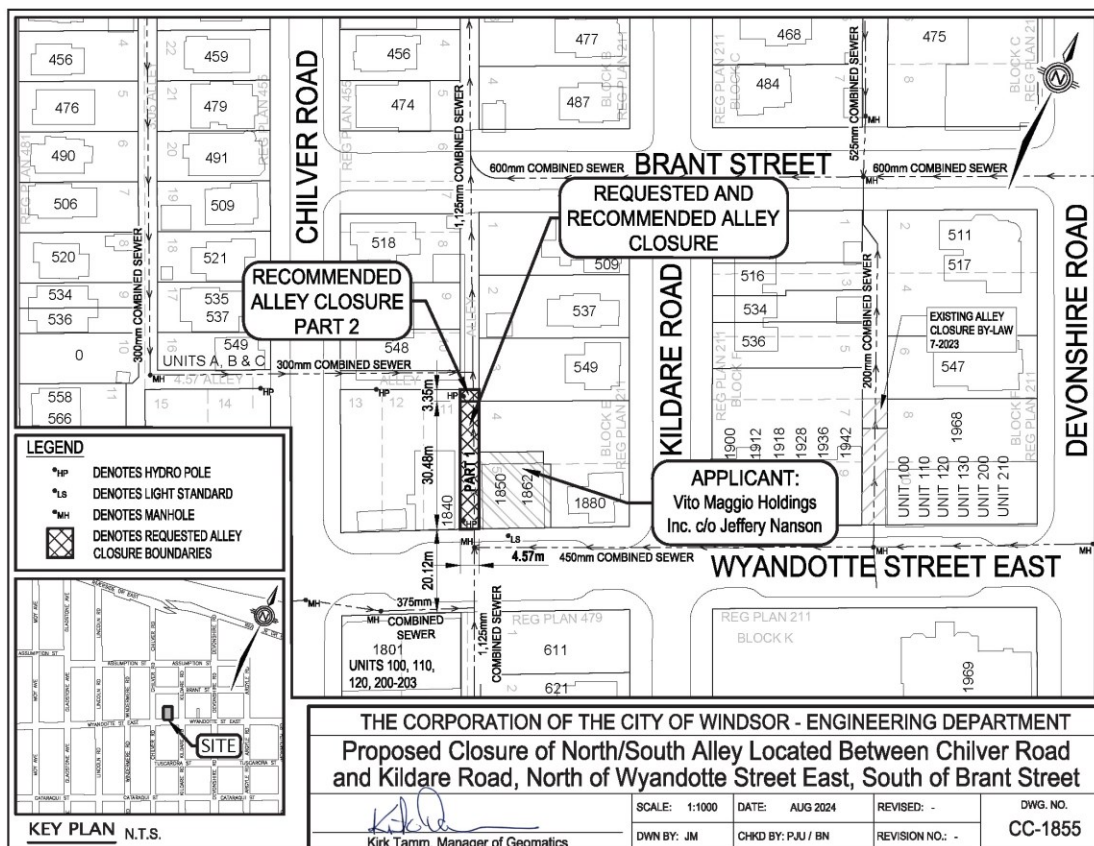
1. The alleys serve as the only vehicular means of access to rear parking areas and garages where the property has insufficient lot width for a side drive.

- a. Four of the five abutting properties not owned by the Applicant have a rear parking area or garage off the alley with insufficient lot width for a side drive.

The north/south alley shown as Parts 1 & 2 on Drawing No. CC-1855 attached hereto as Appendix “A” is hereinafter referred to as the “Subject Alley”.

The Subject Alley is maintained and composed primarily of asphalt and concrete. The Subject Alley contains a combined sewer with a catch basin, curb cut off Wyandotte Street East, underground gas line and utility poles with guy wires and anchors supporting overhead hydro and utility lines.

The Subject Alley was established by Registered Plan of Subdivision No. 211, registered on September 8, 1879, and Registered Plan of Subdivision No. 455, registered on October 27, 1896.



## Discussion:

The decision to recommend closure of a street or 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 includes the following four classifications of alleys based on their usefulness and provides the following corresponding criteria for determining their suitability for closure. The use of the document is referenced under Part I of CR146/2005.

## Classification of Public Right-of-Ways

1. Alley that is indispensable.
  - a. Does the alley serve commercial properties?
    - i. The Subject Alley does not serve any commercial properties.
  - b. Does the alley serve properties fronting on heavily traveled streets i.e. major arterial routes?
    - i. The Subject Alley does not serve properties fronting on heavily traveled streets.
  - c. Does the alley contain sewers, and must the alley remain accessible for servicing?
    - i. The Subject Alley contains a 1,125.0 millimetre brick combined sewer.
  - d. Does the 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?
    - i. The Subject Alley does not 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.
  - e. Does the alley contain Fire Department connections that are deemed to be necessary for firefighting access?
    - i. The Subject Alley does not contain any Fire Department connections.
2. Alley that, have some usefulness, are nevertheless dispensable and may or may not be a complete liability.
  - a. The Engineering - Right-of-Way Department has indicated that the Subject Alley is indispensable due to the combined sewer therein, however, will not object to its closure on the condition that an easement be granted in favour of the City to maintain the combined sewer therein.
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.
  - a. The Engineering - Right-of-Way Department has indicated that the Subject Alley is indispensable due to the combined sewer therein, however, will not object to its closure on the condition that an easement be granted in favour of the City to maintain the combined sewer therein.

4. Alley 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.
  - a. The Subject Alley does not lie within a Holding zone or similar undeveloped area.

### **Suitability for Closing**

1. Indispensable alley should not be closed, conveyed, reduced or otherwise jeopardized through minority interests unless a suitable substitute alley is opened in lieu thereof.
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.

Based on the above, the Planning Department deems the Subject Alley “indispensable”.

Notwithstanding the Subject being deemed indispensable, the Planning Department is recommending that it be closed and conveyed in **as is condition** to the owner of the subject property for the following reasons:

- The aforesaid factor that deems the Subject Alley indispensable will be addressed through the granting of the aforementioned easement in favour of the City to maintain the combined sewer therein.
- The applicant owns all of the properties abutting the Subject Alley.

Administration recommendation that, upon closure, the owner of the subject property be given a chance to acquire the Subject Alley. Hence the recommendation is to close and convey the Subject Alley in **as is condition** to the owner of the subject property, which is contrary to the standard manner of conveyance of offering abutting properties first right to acquire their half of the Subject Alley.

### **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 CD2.1 is assessed at \$10.00 per square foot with easements plus HST (if applicable). For this application the cost of purchasing the subject alley would be approximately \$5,073.

The applicant will also be responsible for the survey cost associated with this alley closure, which is estimated to be \$5,000.00. The Planning Department will contract the survey of the Subject Alley and will issue an invoice to the applicant to recover all related costs.

Approval of the Recommendations outlined on this report will have no impact on the approved 2025 operating and capital budgets.

### **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, with no objections being received as of the date of writing this report.

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.

The Financial Services Department was consulted on the financial matters associated with this report.

### **Conclusion:**

The Planning Department recommends closure of the Subject Alley shown on attached Appendix "A", subject to easements in favour of Bell Canada, Enbridge Gas Inc., ENWIN Utilities Ltd., Managed Network System Inc. (MNSi.) and The Corporation of the City of Windsor as in Recommendation II of this report.

The closed Subject Alley is to be conveyed in **as is condition** to the owner of the subject property 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*  
*City Planner*

I am not a registered Planner and have reviewed as a Corporate Team Leader

*JP*                      *RM*



**Approvals:**

<b>Name</b>	<b>Title</b>
Brian Nagata	Planner II - Development Review
Greg Atkinson	Deputy City Planner - Development
Neil Robertson	City Planner
Emilie Dunnigan	Manager of Development Revenue & Financial Administration
Jamelah Hersh	Senior Legal Counsel, Legal & Real Estate
Janice Guthrie	Commissioner, Finance & City Treasurer
Jelena Payne	Deputy CAO/Commissioner, Economic Development
Ray Mensour	Chief Administration Officer

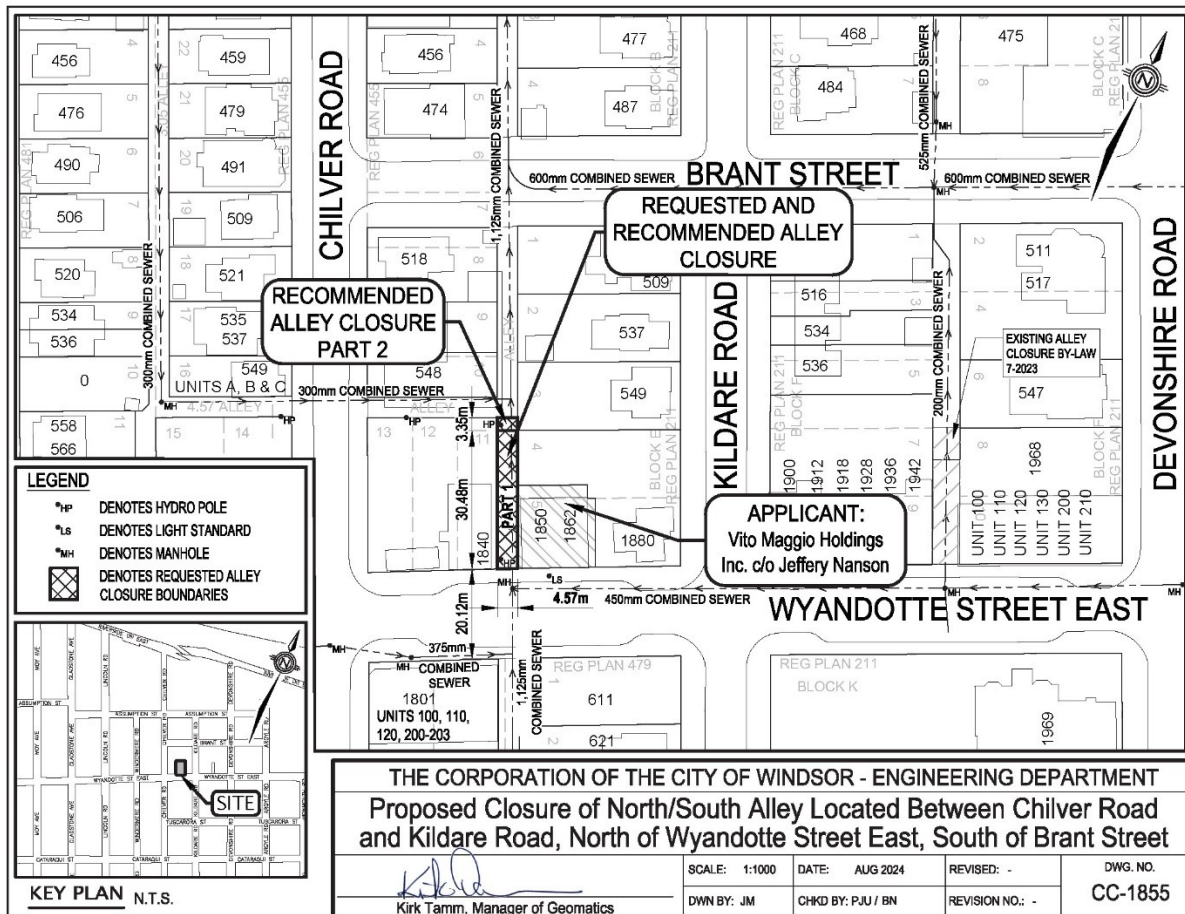
**Notifications:**

<b>Name</b>	<b>Address</b>	<b>Email</b>

**Appendices:**

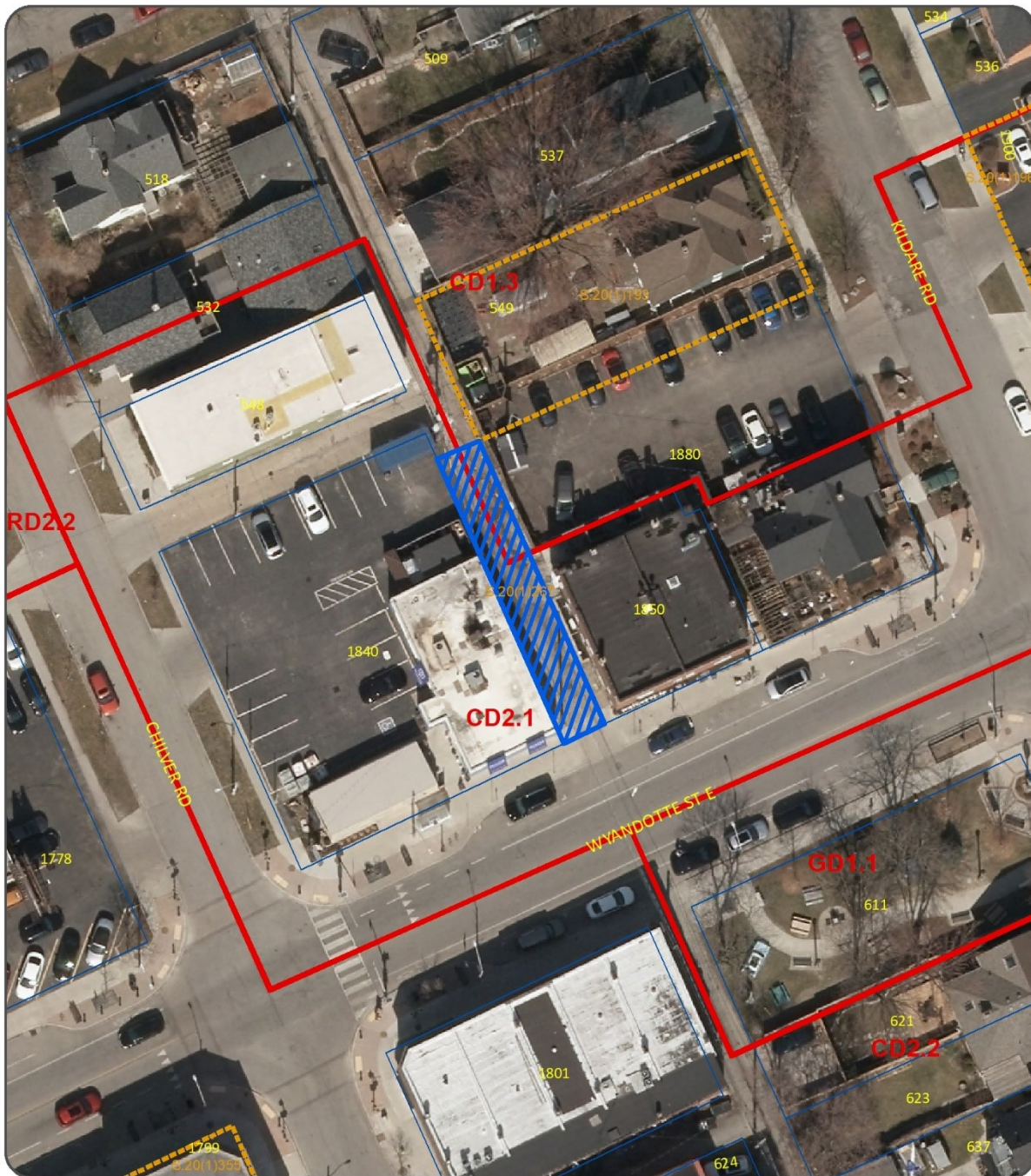
- 1 Appendix A - Drawing No. CC-1855
- 2 Appendix B - EIS Drawing - Aerial Photo
- 3 Appendix C - Consultations with Municipal Departments & Utility Companies
- 4 Appendix D - Site Photos
- 5 Appendix E - Classification of Alleys and Suitability for Closure

**APPENDIX "A"**  
**Drawing No. CC-1855**



## APPENDIX "B"

### EIS Drawing - Aerial Photo



## STREET & ALLEY CLOSING (SAA/7198)

1:500

APPLICANT : VITO MAGGIO HOLDINGS INC. (VIA JEFF NANSON)

 REQUEST FOR CLOSURE

PLANNING DEPARTMENT - PLANNING POLICY

DATE: JUNE, 2024



## **APPENDIX “C”**

### **Consultations with Municipal Departments and Utility Companies**

#### **BELL CANADA**

No comments provided

#### **COGECO CONNEXION INC.**

No comments provided

#### **ENBRIDGE GAS INC.**

After reviewing the provided drawing at 1850 Wyandotte St 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.

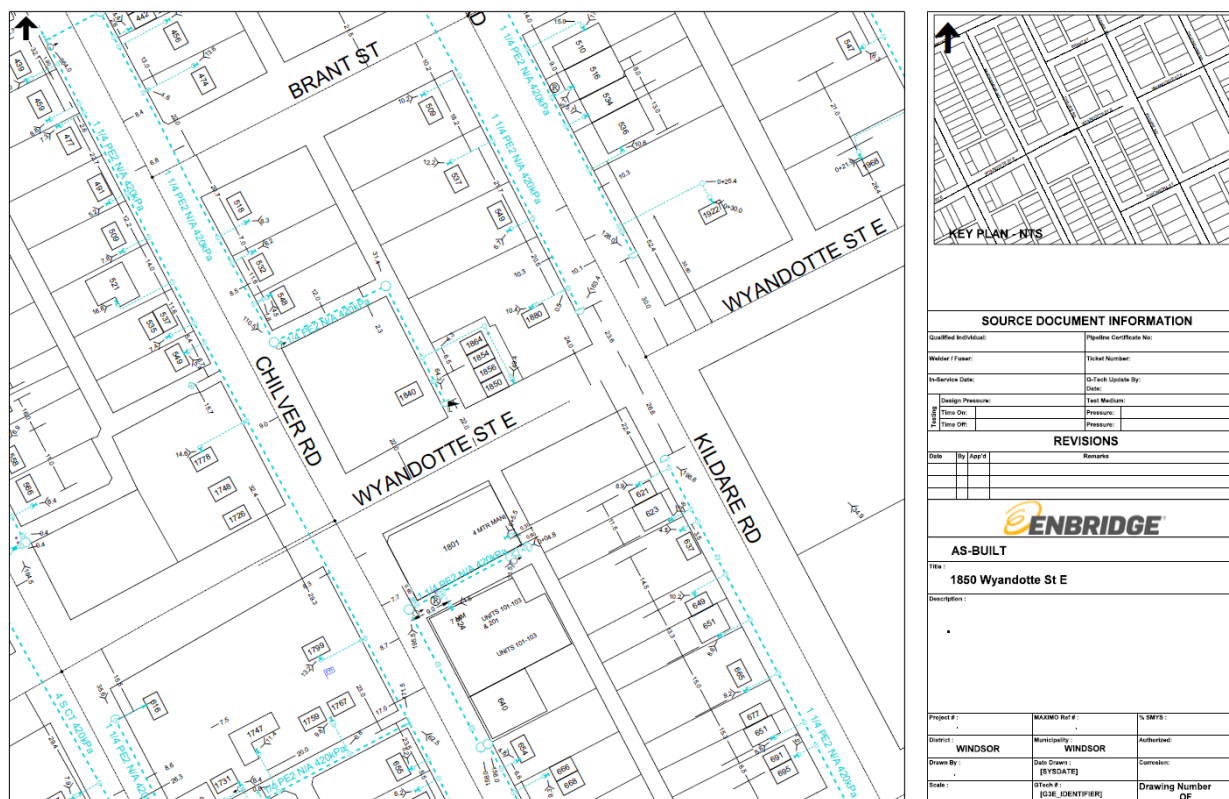
Enbridge Gas requires a minimum separation of 0.6 m horizontal and 0.3 m vertical from all of our plant less than NPS 16 and a minimum separation 1.0 m horizontal and 0.6 m vertical between any CER-regulated and vital pipelines. For all pipelines (including vital pipelines), when drilling parallel to 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

**[Jose Dellosa - Drafter Estimator]**





## ENGINEERING (DEVELOPMENT & ROW)

The proposed closure is approx. 4.6 m wide and 30.80 m long and is made of concrete. Engineering requests that the closure area be revised to extend to the northern property line of 1840 Wyandotte Street East.

A combined sewer runs through the alley. There is a catchbasin within the proposed closure area. If the alley is closed, the catchbasin will become private property and must be maintained in good working order by the property owner to provide drainage for the open alley. If the closure is approved, a sewer easement will be required for the full width of the alley.

There are hydro poles, guy wires, and overhead wires located within the alley; an easement will also be required for utilities.

There is a driveway approach at the south end of the subject closure. Should the abutting owners use this access, they will be required to obtain a permit to maintain the approach as per AS-204 for the commercial properties. The driveway approach to the alley will be the responsibility of the city to remove in the future when funds exist. Access to adjacent properties to the north will be maintained through the east/ west alley off Chilver Rd.

This alley is deemed indispensable by CR146/2005, and there are concerns with the closure application however, in this situation the Public Works Department will not

oppose the closure application subject to the easement and catch basin maintenance requirements.

**[Adam Pillon - Manager of Right-of-Way]**

## **ENGINEERING (OPERATIONS)**

No comments provided

## **ENVIRONMENTAL SERVICES**

We do collect garbage in this alley, north of the requested closure. However, there are only a few stops so the collector can back down the alley to collect them. Furthermore, effective April 1<sup>st</sup>, 2025 we will no longer collect garbage in this alley. There are no objections from Environmental Services. I would simply ask that I be notified when the application is approved so that I can communicate with our collector.

**[Anne-Marie Albidone - Manager, Environmental Services]**

## **ENWIN UTILITIES LTD. (HYDRO)**

No objection provided existing ENWIN infrastructure and anchors are not impacted.

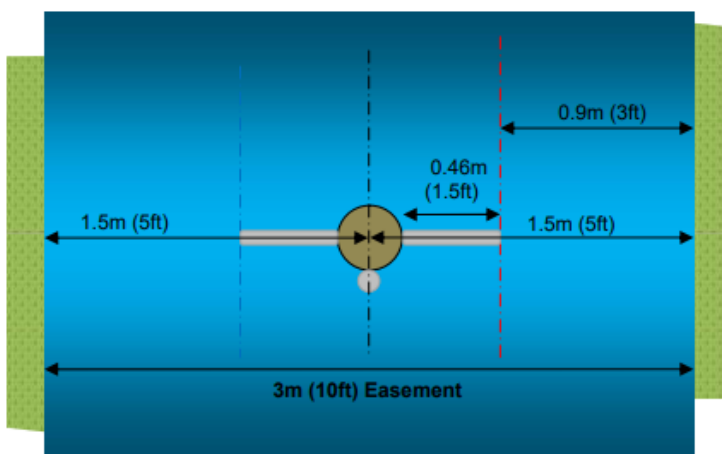
If no open alley exists, ENWIN will require a minimum 3 m wide easement (1.5 m each side of the pole line) to accommodate the pole, anchors and existing overhead plant.

Also, please note communications may also require easements (i.e.: Bell, Cogeco)

**[Jeremy Allossery - Hydro Engineering Technologist]**

### Overhead Line

A 3m (10ft) Easement is required for a straight pole line 1.5m (5ft) (on each side)  
This takes into consideration a 0.3m (1ft) pole diameter, 0.46m (1.5ft)  
primary insulator, and 0.9m (3ft) clearance from any nearby structure.  
See top view representation below:



**ENWIN UTILITIES LTD. (WATER)**

ENWIN Water has no objections.

**[Bruce Ogg - Water Project Review Officer]**

**LEGAL & REAL ESTATE SERVICES**

Alley abutting lands zoned CD2.1, conveyance price:

\$20/square foot without easements / \$10/square foot with easements, plus HST if applicable.

Deed and survey costs in addition to conveyance price.

**[Stephanie Santos - Coordinator Real Estate Services]**

**MANAGED NETWORK SYSTEM INC. (MNSi)**

MNSi will require an Aerial Easement through the subject properties please

**[Dave Hartleib - Outside Plant Manager]**

**PARKS**

No comments provided

**PLANNING (DEVELOPMENT)**

No comments provided

**PLANNING (HERITAGE)**

The subject property is within the Walkerville Heritage Area, where City of Windsor Official Plan policy 9.3.5.1 (a)(ii) states development should be of compatible height, massing, scale, setback and architectural style. Any materials to be proposed for the closure/patio will need to be of higher quality and reflective of the heritage components (e.g. any fencing, walls, etc.). Some components for consideration:

- Signage will need to be of a character that portrays the area through scale, colour, fonts and imagery (aside from any corporate logos).
- If using masonry posts, brick and stonework need to match and be complimentary to that of the Walkerville heritage context.
- Metalwork furnishings are to be complementary in style and colour to the metal site furnishings of the Walkerville heritage context.

Please contact Heritage Planning Staff if you have any further questions: Tracy Tang ([ttang@citywindsor.ca](mailto:ttang@citywindsor.ca)) or Kristina Tang ([ktang@citywindsor.ca](mailto:ktang@citywindsor.ca))

**[Tracy Tang - Planner III - Economic Development]**



**PLANNING (LANDSCAPE)**

The proposed closure will alter but not limit the flow of traffic to the properties north of the subject closure. Based on the objectives of the Walkerville Districting plan, the proposed closure is encouraged for providing vibrancy within the community. Therefore, there are no objections from an urban design or landscape architectural perspective.

I have cc'd the heritage planners to provide detail as to any detailed requirements from heritage perspective for any permanent or temporary structures (i.e. café fencing) that may be used to complete the closure.

**[Stefan Fediuk - Planner III - Senior Urban Designer]**

**ROGERS**

No comments provided

**TELECON (TELUS)**

TELUS has no infrastructure between Pavement Centerline & ROW line on the same side as the proposal.

Consent expires six (6) months from approval date. If the location of your proposed design changes, it will be necessary to re-apply.

REMINDERS: You are required to contact TELUS for route locates prior to digging/construction.

You must hand trench to expose TELUS' infrastructure at all locations, pressurized water technology (Hydro-Vacuuming) is not permitted as alternate form of hand trenching.

Please contact TELUS 72hrs prior to construction to witness hand trenching at all locations indicated (1-800-593-5558)

Network Infrastructure Protection & Awareness

**[Frederic Sua - Design Specialist II - Access Engineering]**

**TRANSPORTATION PLANNING**

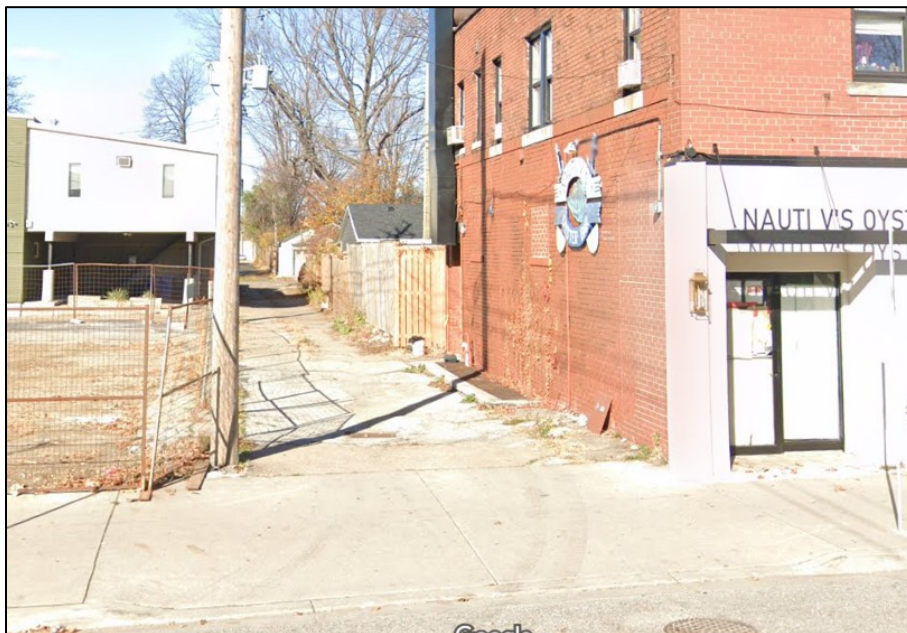
Transportation Planning has no objections to the proposed alley closure.

**[Elara Mehrilou - Transportation Planner I]**

**APPENDIX “D”**  
**Site Photos (Google Street View - November 2023)**



*Figure 1 - Looking north towards alley from Wyandotte St E (1850 Wyandotte St E on right)*



*Figure 2 - Looking north towards alley from Wyandotte St E (1850 Wyandotte St E on right)*

## **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.

**Subject: Brownfield Redevelopment CIP application - 0 Cabana Rd E, 0 Cabana Rd E, 2375, 2385 Cabana Rd E, and 4040 Walker Rd (Ward 9)**

**Reference:**

Date to Council: June 2, 2025  
Author: Simona Simion, MCIP, RPP  
Planner III - Economic Development (A)  
ssimion@citywindsor.ca  
519-255-6543 x 6449  
Planning & Building Services  
Report Date: 5/12/2025  
Clerk's File #: SPL2025

**To:** Mayor and Members of City Council

**Recommendation:**

- I. THAT the request made by LBI Development Inc., 391568 Ontario Inc. and Andrea P. Holding Corp. to participate in the Environmental Site Assessment Grant Program **BE APPROVED** for the completion of a proposed Phase II Environmental Site Assessment Study and Remedial Work Plan for the property located at 0 Cabana Rd E, 0 Cabana Rd E, 2375 and 2385 Cabana Rd E, and 4040 Walker Rd 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 \$25,000 based upon the completion and submission of a Phase II Environmental Site Assessment Study and Remedial Work Plan completed in a form acceptable to the City Planner and City Solicitor.
- III. THAT the grant funds in the amount of \$25,000 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 and Remedial Work Plan 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 removes 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 multiple properties located on the south side of Cabana Rd and east of Walker Rd. The properties are approximately 3.25 hectares (or 8.04 acres) in size and rectangular shaped. The current uses consist of commercial uses (2375 and 2385 Cabana Rd E and 4040 Walker Rd and E manufacturing uses (0 Cabana Rd E and 0 Cabana Rd E). The following structure and infrastructure are located on the site: two buildings (car wash and motel), parking area, and vacant land.

The properties will be developed for mixed commercial and residential uses.

Historically, the property at 2375 Cabana Rd E was developed as a retail fuel outlet since at least 1953 and operated as such until some time between 1969 and 1980. The

retail fuel outlet was replaced with a restaurant until it was demolished in approximately 2006. No structures have been present on the property since then and currently operates as a seasonal produce stand.

Historically, the property at 2385 Cabana Rd E was occupied by commercial and/or residential buildings since at least 1954 and operated as such until approximately 2000 when the buildings were demolished. The current car wash was constructed between 2000 and 2004.

Historically, the properties at 0, 0 Cabana Rd E were largely vacant.

The property at 4040 Walker Road has been occupied by a motel since it was constructed between 1954 and 1969. The property was vacant prior to the construction of the motel.

The owner intends to redevelop the property to construct a mixed use/residential building. Since the property is proposed to be redeveloped from commercial use to a more sensitive use, a Record of Site Condition (RSC) is required under Ontario Regulation 153/04.

The owner has now submitted the grant application and will be incurring the eligible Phase II ESA plus Remedial Work Plan 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 the subject property for commercial main floor/residential above use, and requires a Phase II ESA study as part of their application for a 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, plus Remedial Work Plan to determine the extent of any contamination (if required). Upon completion, the City would retain a copy of the final Phase II ESA study report and Remedial Work Plan.

## **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. The proposed Phase II ESA study and Remedial Work Plan 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 is supported by the Environmental Master Plan action item, which encourages use of the Brownfields Redevelopment Strategy.

### **Climate Change Adaptation:**

The redevelopment of the existing commercial 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 \$84,300. The cost estimate (excluding HST) for the Remedial Work Plan is \$50,000. If approved, the maximum grant would total \$25,000. 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 to Project #7069003 when the eligible studies are complete. The current uncommitted balance of the CIP reserve fund is \$93,348.69 and, should this request be approved, will be revised to \$68,348.69 This balance accounts for CIP requests that have been endorsed by the Development & Heritage Standing Committee/City Council standing committee and are not yet approved by City Council but does not account for any other CIP grant requests that are currently under consideration.

### **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 WSP prior to accepting the application for the Environmental Study Grant program. Greg Atkinson, Manager of Planning Development; 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 LBI Development Inc., 391568 Ontario Inc. and Andrea P. Holding Corp. 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
Emilie Dunnigan	Manager Development Revenue & Financial Administration
Jason Campigotto	Deputy City Planner – Growth (A)
Neil Robertson	City Planner
Kate Tracey	Senior Legal Counsel, Legal & Real Estate
Janice Guthrie	Commissioner, Finance and City Treasurer
Jelena Payne	Deputy CAO/Commissioner, Economic Development
Ray Mensour	Chief Administrative Officer

**Notifications:**

Name	Address	Email

**Appendices:**

- 1 Appendix A - Map

