Development & Heritage Standing Committee Meeting Agenda

Date: Tuesday, September 2, 2025
Time: 4:30 o'clock p.m.

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

All members will have the option of participating in person in Council Chambers or electronically and will be counted towards quorum in accordance with Procedure 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.	**CALL TO ORDER**

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. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

3. REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS

4. COMMUNICATIONS

5. ADOPTION OF THE *PLANNING ACT* MINUTES

5.1. Adoption of the Development & Heritage Standing Committee minutes (Planning Act) of its meeting held August 5, 2025 **(SCM 258/2025)**

6. PRESENTATION DELEGATIONS (*PLANNING ACT* MATTERS)

7. *PLANNING ACT* MATTERS

7.1. ZBA Application for 7900 Anchor Drive & 8100 Twin Oaks Drive, Z-016/25 [ZNG-7310], Ward 9 **(S 98/2025)** – *Author: Brian Nagata, Planner II - Development Review*

7.2. ZBA Application for 0 & 1841 Longfellow Avenue, Z-017/25 [ZNG-7312], Ward 10 **(S 99/2025)** – *Author: Brian Nagata, Planner II - Development Review*

7.3. ZBA Application for 0 Salter Avenue, Z-009/25 [ZNG-7298], Ward 3 **(S 100/2025)** – *Author: Brian Nagata, Planner II - Development Review*

7.4. Approval of a Plan of Condominium with Exemption under Section 9(3) of the Condominium Act, 4470 North Service Road East; File No.: CDM 001-25 [CDM-7316]; Ward 5 **(S 97/2025)** – *Author: Justina Nwaesei, Senior Planner – Development*

8. ADOPTION OF THE MINUTES

8.1. Adoption of the Development & Heritage Standing Committee minutes of its meeting held July 7, 2025 **(SCM 215/2025)**

8.2. Adoption of the Development & Heritage Standing Committee minutes of its meeting held August 5, 2025 **(SCM 252/2025)**

9. PRESENTATIONS AND DELEGATIONS (COMMITTEE ADMINISTRATIVE MATTERS)

10. *HERITAGE ACT* MATTERS

10.1. Request to Extend MRLA's Consulting Services to Stage 2 of the Walkerville HCD - Ward 4 **(S 104/2025)** – *Author: Tracy Tang, Planner III - Heritage (Acting)*

11. ADMINISTRATIVE ITEMS

11.1. Response to CQ 28-2024 – Downtown Residential Parking Requirements **(C 85/2025)** – *Author: Adam Szymczak, Senior Planner - Development*

11.2. Brownfield CIP Application - 844 Bridge Ave - Ward 2 **(S 94/2025)** – *Author: Simona Simion, Planner III - Economic Development (Acting)*

11.3. Demolition Application subject to Demolition Control - 1968 George Ave - Ward 5 **(S 95/2025)** – *Author: Simona Simion, Planner III - Economic Development (Acting)*

11.4. Downtown CIP - 257 Wyandotte St E - Ward 3 **(S 101/2025)** – *Author; Simona Simion, Planner III - Economic Development (Acting)*

11.5. Downtown CIP - 423-437 Ouellette Ave - Ward 3 **(S 102/2025)** – *Author: Simona Simion, Planner III - Economic Development (Acting)*

11.6 Part Closure of north/south alley located between Brant Street and Wyandotte Street East, Ward 4, SAA-7198 **(S 70/2025)** – *Author: Brian Nagata, Planner II - Development Review*

Clerk's Note: Administration is providing the attached additional information memo **(AI 21/2025)**

12. COMMITTEE MATTERS

13. QUESTION PERIOD

14. ADJOURNMENT

Item No. 5.1

Committee Matters: SCM 258/2025

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

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

Date: Tuesday, August 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 10 - Councillor Jim Morrison (Chairperson)

Members
Member Anthony Arbour
Member Daniel Grenier

Member Regrets
Member Robert Polewski

PARTICIPATING VIA VIDEO CONFERENCE ARE THE FOLLOWING:

Ward 9 – Councillor Kieran McKenzie
Sandra Gebauer, Council Assistant

ALSO PARTICIPATING IN COUNCIL CHAMBERS ARE THE FOLLOWING FROM ADMINISTRATION:

James Chacko, Executive Director, Parks, Recreation & Facilities
Jason Campigotto, Deputy City Planner – Growth
Aaron Farough, Senior Legal Counsel
Patrick Winters, Manager, Development
Laura Diotte, Manager, Planning
Yemi Adeyeye, City Forester / Manager Forest & Natural Areas
Elara Mehrilou, Transportation Planner I
Averil Parent, Planner II – Development Review
Frank Garadrdo, Planner III – Policy & Special Studies
Ryan Upton, Landscape Architect
Natasha McMullin, Clerk Steno Senior

Anna Ciacelli, Deputy City Clerk

Delegations—participating via video conference

Item 7.2 - Tracey Pillon-Abbs, Principal Planner, Pillon Abbs Inc.
Item 7.3 - Melissa Trudell, Area Resident

Delegations—participating in person

Item 7.1 - Jackie Lassaline, Lassaline Planning Consultants
Item 7.1 - Marko Agbaba, Property Owner
Item 7.1 - Mike Cardinal, Area Resident

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

Member Daniel Grenier discloses an interest and abstains from voting on Item 7.2 being "Zoning By-Law Amendment – Z015-25 (ZNG/7309) – 726 Josephine Avenue, Ward 2," as his company has hired the planner on record for the application for one of their projects.

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 minutes (*Planning Act*) of its meeting held July 7, 2025

Moved by: Member Daniel Grenier
Seconded by: Member Anthony Arbour

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

7. *PLANNING ACT* MATTERS

7.1. Zoning Amendment - Z014-2025 [ZNG-7308] - 2121 Riverside Drive W- Ward 2

Frank Garardo (author), Planner III Policy & Special Studies, presents application.

Jackie Lassaline (agent), Lassaline Planning Consultants is available for questions. Ms. Lassaline states that she is requesting is a site-specific zoning by-law amendment to support a unique low profile residential apartment building geared toward student housing which provides single studio apartments. Ms. Lassaline states that a multi-use trail is north of the development and surrounded by other student housing residences, and low, medium and high residential profile buildings with similar heights. Ms. Lassaline states that the zoning by-law recognizes multi-unit residential building and asking for site-specific provisions to the following minor adjustment for heights, reduction in loading spaces, and set back from windows for parking spaces. Ms. Lassaline continues that the architectural design is complementary to the surrounding heritage buildings and existing community. Also, permitted on this site is a four-unit townhouse each with two additional dwelling units (ADU) and three residential units per townhouse, with a total of forty-eight rooms and permitted under the current by-law. Ms. Lassaline continues that only four parking spaces would also be required, where the proposed development is proposing twelve. This development provides an alternative to dormitory living spaces for students.

Marko Agbaba (owner), Agbaba Holdings Inc., is available for questions. Mr. Agbaba states that a development can proceed with a building permit to construct a forty-eight-bedroom student complex with four parking spaces and not be heard by a Standing Committee nor have the public notified of the proposed development. Mr. Agbaba states that it is important to understand the comparison of what is as-of-right to be constructed under the current by-law. Mr. Agbaba has concerns of Administration’s report about density, building mass area, lot coverage, setbacks, and parking. Mr. Agbaba states that the proposed development is providing a better development than townhouses that can be built as-of-right.

Mike Cardinal (area resident) is available for questions and states that is here to reverse his recommendation from his written submission. Mr. Cardinal states he was informed of the potential for an alternative development and of current surrounding developments that did not require being presented at the Standing Committee. Mr. Cardinal states that the current zoning by-law should be reviewed of single-family dwelling properties along Bridge Ave to Huron Church Road and rezone all, as they could go through the building permit review and be approved for massive student housing which would be a disservice to the community.

Councillor Mark McKenzie inquires why not build more units if you can. Mr. Agbaba states the biggest demand for the City is studio apartments, this development has less density and is more efficient.

Councillor Mark McKenzie how will you avoid double occupancy within these studio apartments. Mr. Agbaba states that his developments do not have double-occupancy rooms and the square footage of the units would not allow enough space for multiple tenants in each studio apartment.

Councillor Mark McKenzie inquires about the building materials used for the development. Mr. Agbaba states the exterior building materials were chosen to match the neighbouring homes and elevate the look of the community. Ms. Lassaline states that the design took into consideration heritage features and colours to be sensitive to the heritage properties and fit in the neighbourhood.

Councillor Kieran McKenzie inquiries about the comparative buildings that contain more units and the potential for additional residents living in each unit and how the development proposed is not accurately captured in the metric being used to determine density. Mr. Agbaba states that it is inaccurate to compare density with a unit per hectare metric as a studio apartment is not the same as a six-bedroom apartment. Ms. Lassaline speaks about the type of apartment style and which type of student it would attract and why they chose studio apartments for this development.

Councillor Kieran McKenzie inquires if the apartment building down the street should have been included in the report to account for massing and neighbourhood characteristics. Ms. Lassaline states that the Official Plan policy and current Zoning By-Law needs to acknowledge student housing and look at each property uniquely.

Councillor Kieran McKenzie inquires how this development is an alternative to dormitory living. Ms. Lassaline states in terms of townhouses where you have three units in each contains multiple bedrooms as a shared facility. This development will provide units that will have privacy for a graduate student.

Councillor Marigani inquires about development timelines and dates of completion. Mr. Agbaba states development can start in September 2026 and completed September 2027.

Councillor Marignani inquires about the rental costs of units. Mr. Agbaba states the costs of the units at a very attainable price.

Councillor Marignani inquires if there are any conditions or clauses in place to keep this development as student housing. Mr. Agbaba states that the province of Ontario does not allow for discrimination for occupants, and the only time it may be an issue is if there are issues with on-street parking, which none is available for this property.

Councillor Marignani inquires about the front of the building and site lines and if it is possible to recess the development to maintain the site lines. Ms. Lassaline states that the development exceeds the front setback and moved back the building line as far back as possible with the parking provided at the back of the building. Ms. Lassaline states that the building has been stepped back to allow for the west side of the building set back further than the east side.

Councillor Marignani inquires about the concerns from the Forestry Department and parking recommendation. Mr. Agbaba states that the trees in the parking lot will be retained to accommodate the Forestry Departments concern and by doing so will decrease the parking lot by two spaces.

Councillor Marignani inquires about the spaces permitted for bicycle parking spaces. Mr. Agbaba states that the mandatory bicycle parking is not located in the right-of-way sideyard but the bonus parking is located there and no variances are being asked for.

Councillor Marignani inquires about the tree on the northeast section of the property and whether it will be removed. Mr. Agbaba states the tree will be removed and will add different lower profile trees and shrubs that will replace it.

Chair Morrison states that there is an Urban Forestry Management Plan as part of the agenda to implement policies.

Member Anthony Arbour inquires what type of bicycle parking will be provided, will it be secure with shelter and will there be electricity to accommodate scooters. Mr. Agbaba states that the spaces provided are not indoor but will be secured with access only by occupants, and shelter and power can be provided.

Councillor Marignani inquires about the roof top terrace and it's intent. Mr. Agbaba states that half of the roof will be used for solar panels, and the other half will be used amenity space with restricted hours. Ms. Lassaline states that it provides some green space for residents and it will be monitored.

Councillor Marignani inquires whether Rankin Avenue can be used for loading or parking concerns. Mr. Agbaba states that if someone parks on Rankin, with the boulevard having two one-way streets, it will not have an impact on other through traffic, and makes having a loading space irrelevant for a development like this.

Chair Morrison asks for clarification about the height of the building. Ms. Lassaline states that the building is 3.5-storeys, where the basement will have apartments and makes up the half storey.

Chair Morrison inquires if a couple could rent an apartment and whether this would be monitored. Mr. Agbaba states that under his ownership, this will remain single occupancy units.

Councillor Mark McKenzie inquires if this development were to change to four townhomes would site-plan control be applied. Mr. Garardo states that site-plan would apply for anything over 10 residential units, or until the applicant receives permission to sever the parcel.

Councillor Mark McKenzie inquires about parking concerns and if exceptions have been made for no parking with other developments. Mr. Garardo states that other developments have reduced parking but not in residential areas and defers the question to Transportation Planning. Ms. Mehrilou states that the parking study shows concerns for the significant parking reduction and this

cannot be regulated for only students. Mr. Campigotto states that the purpose of the application is to amend the Zoning By-Law to approve forty-six units on the property and nothing to bind the current or future owner outside of the process increase the number of bedrooms in the units. Parking utilization was assessed the closest subject properties nearest in profile and found that all did not have less than 50-70% utilization.

Councillor Mark McKenzie inquire what can be implemented within the zoning to ensure the property stays student housing. Mr. Garardo states that the Planning Act does not discriminate based on age or who the tenants will be.

Councillor Kieran McKenzie inquires if Mr. Agbaba is correct and that fourty-eight units can be put into several townhouses without involving the City's Planning Department. Mr. Campigotto states that the site plan and loose renderings were submitted, yet floor plans have not been provided and cannot confirm whether it would conform to the Ontario Building Code. We do not have enough information to deem the townhouse plan viable.

Councillor Kieran McKenzie inquires if what Mr. Agbaba has claimed is possible. Mr. Campigotto states that there are Ontario Building Code concerns and Zoning By-Law 8600 regulations that need to be fulfilled and with the absence of the information required believes that it is unlikely that that many units can be built.

Councillor Kieran McKenzie inquires about the fourteen storey, 200 unit not far from the development and why it was not included as a comparison in the report. Mr. Garardo states that it was part of the analysis, with the intensification guidelines stating to analyze within 150 metres which it fell outside of that range.

Councillor Marignani inquires what possibility that this type of housing be used as an Air BnB in the off season. Mr. Garardo states that the short-term rental by-law requires a license and the primary resident is to be onsite.

Councillor Kieran McKenzie asks for clarification about why the parking framework that was applied and not a student residence parking requirement. Mr. Campigotto defines a student residence based off Zoning By-Law 8600 and that it is not available for private residence nor a non-for-profit organization.

Councillor Kieran McKenzie inquires about the parking ratio. Mr. Campigotto states that the ratio is being applied as a response to the use profile asked for by the applicant based on Zoning By-Law 8600.

Councillor Kieran McKenzie inquires how many residential parking permits the proponent would be entitled to if the townhouse model was proposed. Mr. Campigotto states one parking spot per unit is provided and defers the question to Transportation Planning regarding on-street parking. Ms. Mehrilou gives the parking ratios for townhouse developments.

Councillor Kieran McKenzie inquires about permit parking for the development. Ms. Mehrilou states that because the address is on Riverside Drive it does not allow for residential permits on Rankin Avenue as there is on-site parking available currently.

Councillor Kieran McKenzie inquires about the townhouse proposal and whether that would go forward to Council. Chair Morrison states that the proposal is for the multi-residential dwelling not the townhouse proposal and Administration recommends to deny the application.

Councillor Francis inquires for clarification from Administration to provide context. Mr. Campigotto states that the multiple dwelling on a property with established regulations that align with low profile development that are not like the surrounding apartment buildings. The proponent is requesting something that is not comparable and as appropriate as other residential dwellings and the precedent that has been established.

Councillor Francis inquires about setting precedence for this development in the area. Mr. Campigotto states that the development is not appropriate in this context, rather in an area that is commensurate in size relative to density or in other areas in which have been designated intensity targets through our Official Plan.

Councillor Marignani inquires if the developer can incorporate that portion of Rankin Avenue as part of their development. Ms. Mehrilou states that there are restrictions in place. Mr. Winters states that it has not been reviewed to determine the possibility and there would be utility implications. Ms. Mehrilou states that any changes of parking restrictions would require a petition from the residents.

Councillor Kieran McKenzie moved the motion to approve the application as presented.

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Mark McKenzie

Decision Number: **DHSC 754**
THAT the application to amend the City of Windsor Zoning by-law 8600 by changing the zoning on the lands of Part of Lot 1, Registered Plan 1163, Town of Sandwich as in R940402; City of Windsor, known municipally as 2121 Riverside Drive West from “Residential RD2.2 zone” to a site specific “Residential RD2.2 zone” to permit a multiple dwelling with 46 dwelling units **BE APPROVED.**
Carried.
Councillors Fred Francis and Jim Morrison voting nay.

Report Number: S 89/2025
Clerk’s File: Z/14993

7.2. Zoning By-Law Amendment – Z015-25 (ZNG/7309) - 726 Josephine Avenue, Ward 2

Averil Parent (author), Planner II - Development Review, is available for questions.

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

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

Decision Number: **DHSC 755**

I. THAT Zoning By-law 8600 **BE AMENDED** by adding the following zoning exception to Section 91.10:

4. EAST SIDE OF JOSEPHINE AVENUE, BETWEEN WYANDOTTE STREET WEST AND ROONEY STREET

For the lands comprising of the north Part Lot 18 and the south Part Lot 17, Registered Plan 1042, one *Semi-Detached Dwelling* shall be an additional permitted *main use,* and the following additional provisions shall apply to a *Semi-Detached Dwelling:*

a) *Lot Width: minimum* 12.5 m
b) *Lot Area: minimum* 410 m^2
c) *Lot Coverage: maximum* 48.0%
d) *Rear Yard* Depth*: minimum* 7.20 m
e) *Gross Floor Area: maximum* 460 m^2

[ZDM 3; ZNG/7309]

II. THAT Zoning By-law 8600 **BE FURTHER AMENDED** by changing the zoning of the north Part Lot 18 and the south Part Lot 17, Registered Plan 1042, situated on the east side of Josephine Ave between Wyandotte Street West and Rooney Street, from RD1.3 to RD1.3x(4).

Carried.
Member Daniel Grenier discloses an interest and abstains from voting on this matter.

Report Number: S 91/2025
Clerk's File: Z/14992

7.3. Official Plan Amendment 196 - Residential Corridor Designations

Frank Garardo (author), Planner III Policy & Special Studies, is available for questions.

Melissa Trudell (area resident) states a letter was submitted with signatures of her own and additional residents in opposition to the Official Plan Amendment (OPA) to change the lands from mixed use zoning to residential single-family homes only in the Wyandotte Corridor. Ms. Trudell has concerns that the corridor should have higher density as it will reduce and limit access to amenities and would stunt the growth and progress in the neighbourhood. This amendment goes

against achieving the City's goals of mixed-use corridors to create walkable communities, and states that there are no reasons to support this change.

Councillor Francis inquires whether the Cabana Corridor is being converted from mixed use to residential zoning and seeks clarification that commercial lands will remain as commercial. Mr. Garardo agrees and states that the business improvement areas were excluded, a high-level policy allows areas within 100 metres of business areas, continuous opportunity to expand within the existing commercial areas, but do so in an orderly manner.

Councillor Francis inquires if this is based on the feedback received from residents and whether opinions were considered to put forward this recommendation. Mr. Garardo states that yes, open houses were conducted and all opinions were considered. Mr. Garardo states that when locations were reviewed with OPA 159 and gave information regarding why certain areas were chosen.

Councillor Marignani seeks clarification on the area of the Wyandotte Corridor. Mr. Garardo states that small sections along Wyandotte Street, and states that areas in between are designated under traditional commercial street and mixed-use corridors that are subject to certain high-level policies and framework.

Councillor Marignani inquires if City Council could change direction if they see that it would benefit the community. Mr. Garardo agrees and states that any development proposal would still come forward and the context would be reviewed and provide the support from Administration.

Councillor Kieran McKenzie inquires why if we wanted to create intensification corridors why would we preclude the idea of mixed use when another aspect that would promote higher levels of intensification. Mr. Garardo states that these policies still promote intensification but provide more framework based on the context and lotting patterns and provides clarity on the types of proposals administration would deem viable/supportable.

Councillor Kieran McKenzie inquires if someone where to purchase a parcel of land to create a ten-storey building in the Wyandotte Corridor that is highlighted as a residential corridor, and whether a restaurant could be situated on the main floor. Mr. Garardo states that it would not be permitted but the policy provides an opportunity to review development proposals contextually under the policy framework. If the proposal was in an orderly manner from expansion of other commercial centres then it would be reviewed to see if it would be viable.

Councillor Kieran McKenzie states that residents prefer mixed use corridors and inquires how Administration would respond to their preferences. Mr. Garardo states that there are only small sections of the Corridor and does not hinder the opportunity for mixed use and commercial development within a walkable distance in an orderly manner. Mr. Campigotto states that the intent of the framework is to incentivize residential intensity in an area with current residential built form and commercial built form where it already exists.

Councillor Kieran McKenzie inquires how much effect does the federal housing initiatives and policies have on the initiative to develop residential corridors. Mr. Campigotto states he does not have an answer to that.

Moved by: Councillor Fred Francis
Seconded by: Member Daniel Grenier

Decision Number: **DHSC 756**

1. THAT Official Plan Amendment 196 **BE APPROVED** and Volume 1: The Primary Plan of the City of Windsor Official Plan ("Official Plan") **BE AMENDED** as follows:

    - THAT Schedule D – Land Use of Volume 1: The Primary Plan of the City of Windsor Official Plan **BE AMENDED** by changing the land use designations of the subject lands from "Mixed Use Corridor" to "Residential Corridor" as shown on Appendix A.

Carried.
Councillors Kieran McKenzie and Angelo Marignani voting nay.

Report Number: S 90/2025
Clerk's File: Z/14994

8. ADJOURNMENT

There being no further business the meeting of the Development & Heritage Standing Committee (*Planning Act* Matters) portion is adjourned at 6:56 o'clock p.m.

Ward 10 – Councillor Jim Morrison (Chairperson)	Deputy City Clerk / Supervisor of Council Services

Subject: Zoning By-law Amendment Application for 7900 Anchor Drive & 8100 Twin Oaks Drive, Z-016/25 [ZNG-7310], Ward 9

Reference:

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

Planning & Building Services
Report Date: July 25, 2025
Clerk's File #: ZB/15010

To: Mayor and Members of City Council

Recommendation:

I. THAT Zoning By-law 8600 **BE AMENDED** by changing the zoning of Parts 1 to 4, Plan 12R-22845 (PIN 01408-2002 & 01408-2003) known municipally as 7900 Anchor Drive and 8100 Twin Oaks Drive (Roll No. 070-650-01014 & 070-650-01012), situated at the northeast corner of Anchor Drive and Twin Oaks Drive, by deleting and replacing Section 20(1)209 as follows:

209. NORTHEAST CORNER OF ANCHOR DRIVE AND TWIN OAKS DRIVE

For the lands comprising Parts 1 to 4, Plan 12R-22845 (PIN 01408-2002 & 01408-2003), the following additional provisions shall apply:

a) Notwithstanding Section 24.20.5, for a *Medical Office* having a *maximum gross floor area* of 3,300.0 m^2, a *minimum* of 102 *parking spaces* shall be provided.

[ZDM 15; ZNG/7310]

II. THAT, at the discretion of the City Planner, Deputy City Planner, or Site Plan Approval Officer, the following **BE SUBMITTED** with an application for Site Plan Approval:

a. Parking Study, prepared by R.C. Spencer Associates Inc. Consulting Engineers, dated January 2025.

III. THAT the Site Plan Approval Officer **BE DIRECTED** to incorporate the following, subject to any updated information, into an approved site plan and executed and registered site plan agreement:

a. Prior to the issuance of a construction permit, the Owner agrees to submit application for and execute an agreement with the Corporation for the proposed encroachments into the right-of-way (encroaching sign on Anchor Drive) to the satisfaction of the City Engineer.
b. Prior to the issuance of a construction permit, the Owner shall include the City of Windsor within the sewer easement agreement of Part 3 and Part 4 in Plan 12R-22845 to convey to the Corporation this easement for the purposes of construction and/or maintenance of the existing sewer.

IV. THAT the Site Plan Approval Officer **CONSIDER** the following matter in an approved site plan and/or executed and registered site plan agreement:

a. Prior to the issuance of a construction permit, the Owner agrees to follow all drainage and flood proofing recommendations that the Essex Region Conservation Authority (ERCA) may have with respect to the subject land, based on final approval by the City Engineer. If applicable, the Owner will obtain all necessary permits from ERCA with respect to the drainage works on the subject lands.

Executive Summary:

N/A

Background:

Application Information:

Location:	7900 Anchor Drive 8100 Twin Oaks Drive (Part of Lot 135, Concession 3, and Parts 2 & 3, Plan 12R-22845; Roll No. 070-650-01014; PIN No. 01408-2002 LT) (Part of Lot 135, Concession 3, and Parts 1 & 4, Plan 12R-22845; Roll No. 070-650-01012; PIN No. 01408-2003 LT) The aforesaid properties have merged on title to form one property.
Ward:	9
Planning District:	Forest Glade
Zoning District Map:	15
Owner:	Preview Imaging Inc. (Wendy Victory)
Applicant:	Same as Owner
Authorized Agent:	ADA Inc., Architect (Jerry Kavanaugh & Tony Chau)

Proposal:

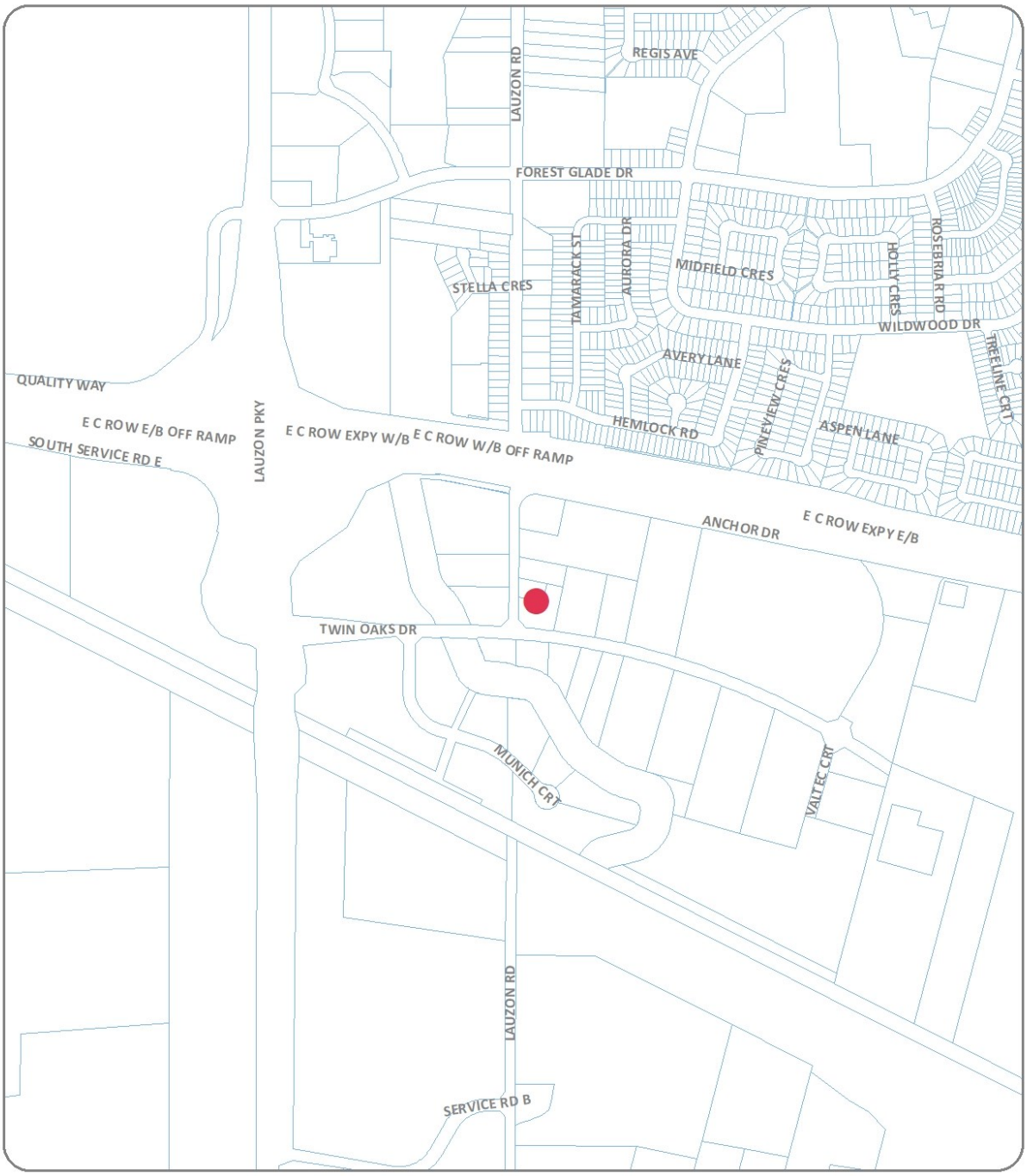
The applicant is requesting an amendment to Zoning By-law 8600 to change the zoning for the lands located on the northeast corner of Anchor Drive and Twin Oaks Drive, known municipally as 7900 Anchor Drive and 8100 Twin Oaks Drive (the "Subject Property") to add a site-specific provision to allow for the construction of a one (1) to two (2) storey 441.8 m^2 addition to connect the existing two (2) Medical Office buildings, and a one (1) to two (2) storey 861.0 m^2 addition to part of the existing Medical Office building known municipally as 8100 Twin Oaks Drive with a reduction in required parking spaces from 244 to 102.

Submitted Information: Conceptual Site Plan (See Appendix A), Deed, Open House Report (See Appendix I), Parking Study (See Appendix G), Renderings (See Appendix H) and Zoning By-law Amendment Application Form

Site Information:

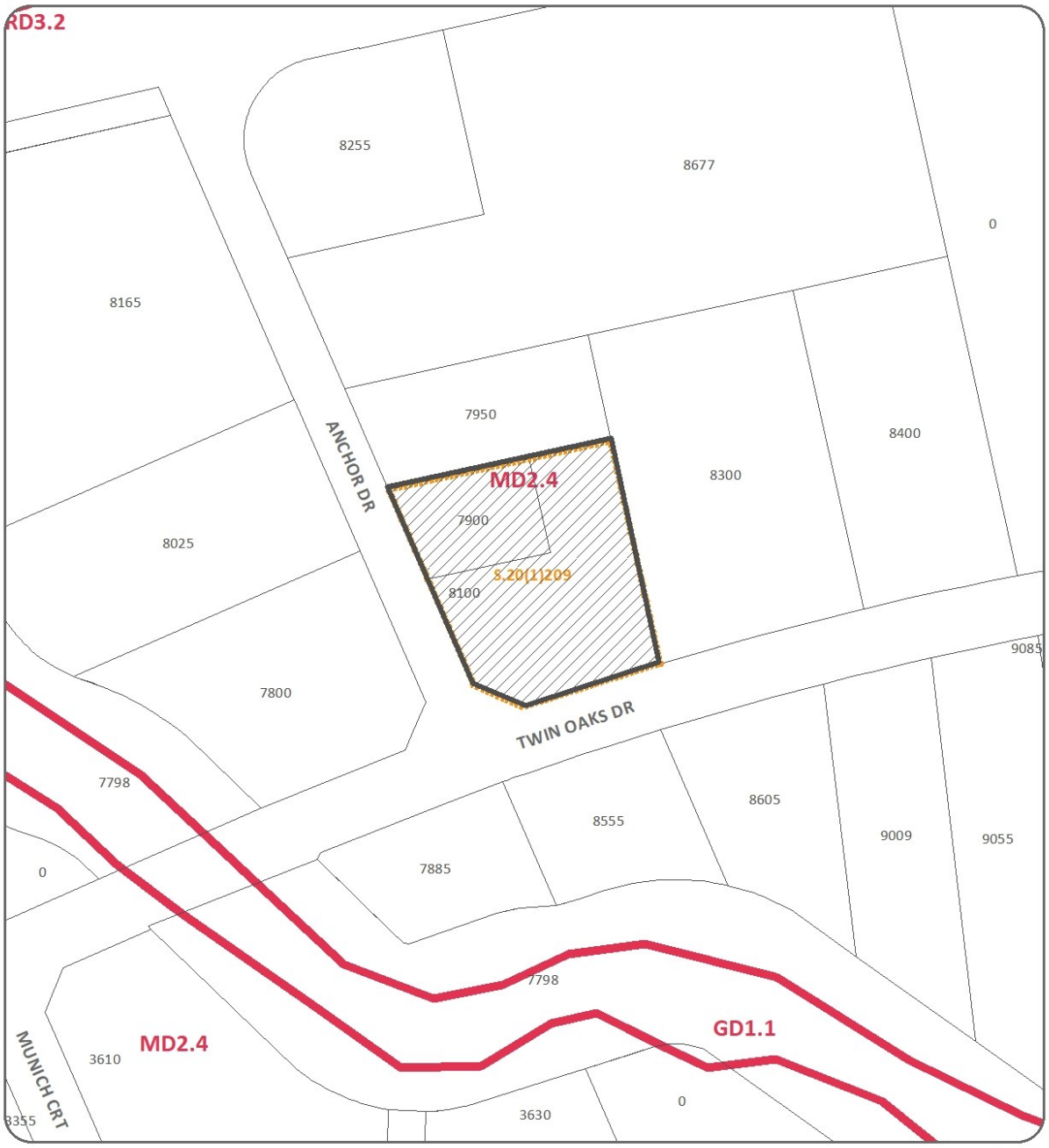
Official Plan	Zoning	Current Use	Previous Use
Industrial	Manufacturing District 2.4 (MD2.4) Site-specific provision S.20(1)209	Medical Office	Twin Oaks Golf & Country Club Agricultural (prior)
Lot Width	**Lot Depth**	**Lot Area**	**Lot Shape**
56.7 m	Irregular	7,511.0 m^2	Irregular
All measurements are based on Reference Plan 12R-22845			

The Subject Property contains two (2) one (1) storey Medical Office buildings with a shared parking area having 102 parking spaces. The existing development was approved through Site Plan Control file SPC-027/06. The Medical Office building known as 7900 Anchor Drive was approved as a two (2) unit commercial building. The Medical Office building known as 8100 Twin Oaks Drive was approved as a ten (10) unit commercial building. The original intention was for the Subject Property to operate as a Major Commercial Centre. The Subject Property is located within the Twin Oaks Business Park.



KEY MAP - Z-016/25, ZNG/7310

● SUBJECT LANDS



PART OF ZONING DISTRICT MAP 15

N.T.S.

REQUESTED ZONING AMENDMENT

Applicant: Preview Imaging Inc.

SUBJECT LANDS

PLANNING & BUILDING DEPARTMENT

DATE : JUNE, 2025
FILE NO. : Z-016/25, ZNG/7310



NEIGHBOURHOOD MAP - Z-016/25, ZNG/7310

SUBJECT LANDS

Neighbourhood Characteristics:

The subject property is located on the southern side of the Forest Glade neighbourhood. The Forest Glade neighbourhood constitutes the area north of the Canadian Pacific Railway corridor and Town of Tecumseh, east of Jefferson Boulevard (north of the Canadian National Railway's east/west corridor), south of the Via Rail corridor and west of the Town of Tecumseh.

Surrounding Land Uses:

North:

- Business Offices
- E. C. Row Expressway
- Manufacturing Facility

East:

- Manufacturing Facilities

South:

- Little River
- Manufacturing Facilities

West:

- Business Offices
- Lauzon Parkway
- Little River
- Manufacturing Facility

Municipal Infrastructure:

- Anchor Dive is classified as a local road, which has a two-lane cross section with curbs and gutters, and streetlights on the east side.
- Sanitary sewer is located within the Anchor Drive right-of-way.
- Sanitary sewer, storm sewer and watermain are located within the Twin Oaks Drive right-of-way.
- Storm sewer and watermain are located within an easement on the Subject Property between the Anchor Drive right-of-way and the parking area.
- Twin Oaks Drive is classified as a Class I Collector Road, which has a two-lane cross section with curbs and gutters, and streetlights on the south side.

Discussion:

The Provincial Planning Statement, 2024 (PPS) provides policy direction on matters of provincial interest related to land use planning and development and sets the policy foundation for regulating the development and use of land province-wide, helping

achieve the provincial goal of meeting the needs of a fast-growing province while enhancing the quality of life for all Ontarians.

The following policies of the PPS are considered relevant in discussing provincial interests related to this amendment:

Chapter 2: Building Homes, Sustaining Strong and Competitive Communities

2.1 Planning for People and Homes

Policy 2.1.6 states:

Planning authorities should support the achievement of complete communities by:

b) improving accessibility for people of all ages and abilities by addressing land use barriers which restrict their full participation in society; and

a. Compliance with the Barrier-Free Design requirements of the *Ontario Building Code* and accessibility requirements under *Ontario Regulation 191/11 Integrated Accessibility Standards* to the *Accessibility for Ontarians with Disabilities Act, 2005* will be addressed through the Building Permit application process.

2.3 Settlement Areas and Settlement Area Boundary Expansions

2.3.1 General Policies for Settlement Areas

Policy 2.3.1.1 states:

Settlement areas shall be the focus of growth and development. Within settlement areas, growth should be focused in, where applicable, strategic growth areas, including major transit station areas.

- The Subject Property is located within a Settlement area.

2.8 Employment

2.8.1 Supporting a Modern Economy

Policy 2.8.1.1 states:

Planning authorities shall promote economic development and competitiveness by:

d) encouraging intensification of employment uses and compatible, compact, mixed-use development to support the achievement of complete communities; and

a. This amendment will allow for the development of the Subject Property at a higher density through the expansion of the existing Medical Office use (intensification).

One or more of the responses provided to the policies of PPS Chapter 2 and/or the Official Plan referenced herein also speak to the following relevant PPS Policies:

Chapter 2: Building Homes, Sustaining Strong and Competitive Communities	
2.3 Settlement Areas and Settlement Area Boundary Expansions	
2.3.1 General Policies for Settlement Areas	
Policy 2.3.1.2 (*Land use patterns within settlement areas should be based on densities and a mix of land uses which:*)	Sub Policies a) (*efficiently use land and resources*)
2.9 Energy Conservation, Air Quality and Climate Change	
Policy 2.9.1 (*Planning authorities shall plan to reduce greenhouse gas emissions and prepare for the impacts of a changing climate through approaches that:*)	Sub Policy a) (*support the achievement of compact, transit-supportive, and complete communities*)
Chapter 3: Infrastructure and Facilities	
3.6 Sewage, Water and Stormwater	
Policy 3.6.2 (*Municipal sewage services and municipal water services are the preferred form of servicing for settlement areas to support protection of the environment and minimize potential risks to human health and safety. For clarity, municipal sewage services and municipal water services include both centralized servicing systems and decentralized servicing systems*)	

Official Plan

Relevant excerpts from Volume I of the Official Plan are attached as Appendix C. The following policies from these excerpts are considered relevant in discussing this amendment's conformity with the Official Plan.

Table 1 - Volume I Schedules

Schedule	Designation
Schedule A - Planning Districts & Policy Areas	Forest Glade
Schedule A-1 - Special Policy Areas	N/A
Schedule B - Greenway System	Linkage and Recreationway (proximity)

Schedule C - Development Constraints	Floodplain Area (proximity)
Schedule C-1 - Archaeological Potential	Archaeological Potential Zone
Schedule D - Land Use	Industrial
Schedule E - City Centre Planning District	N/A
Schedule F - Roads & Bikeways	Class I Collector Road (Twin Oaks Drive)
Schedule F-1 - Railways	N/A
Schedule G - Civic Image	N/A
Schedule H - Baseplan Development Phasing	N/A
Schedule J - Urban Structure Plan	Regional Employment Centre
Schedule K - Source Water Protection Areas	Intake Protection Zone 3

Volume I

Chapter 3 - Development Strategy

3.3 - Urban Structure Plan

This amendment complies with the following applicable key policy direction for managing the structural elements within the municipality.

3.3.1 - Nodes

3.3.1.2 - Major Activity Centres

3.3.1.2(c) - Regional Employment Centres

Regional Employment Centres are a type of Major Activity Centre where a large number of jobs are located. This type of node typically serves as a location for the large scale manufacturing or distribution of goods. Additionally, retail, office and personal service uses may be established as ancillary uses.

Chapter 6 - Land Use:

6.1 Goals

This amendment complies with the following applicable land use goal:

- *The retention and expansion of Windsor's employment base.* (Goal 6.1.4)

6.4 Employment

6.4.1 Objectives

The following objectives and policies establish the framework for development decisions in Employment areas.

- *To ensure that employment uses are developed in a manner which are compatible with other land uses.* (Objective 6.4.1.3)

6.4.2 General Policies

Site Plan Control

Council shall require all development within areas designated as Industrial and Business Park to be subject to site plan control, with the exception of Public Open Space uses. (Policy 6.4.2.4)

- The proposed development will require an amendment to Site Plan Control file SPC-027/06.

6.4.3 Industrial Policies

Evaluation Criteria

At the time of submission, the proponent shall demonstrate to the satisfaction of the Municipality that a proposed industrial development is: (Policy 6.4.3.4)

- *(a) feasible having regard to the other provisions of this Plan, provincial legislation, policies and appropriate guidelines and support studies for uses:*
    - *(i) within or adjacent to any area identified on Schedule C: Development Constraint Areas and described in the Environment chapter of this Plan;*
        - The subject property is located within proximity to a Floodplain Area.
            - The owner must obtain a permit from the Essex Region Conservation Authority (ERCA) prior to undertaking any construction or site alteration on the Subject Property.
            - The issuance of an ERCA permit is a prerequisite to the issuance of a Building Permit for any construction on the Subject Property.
    - *(iii) where traffic generation and distribution is a provincial or municipal concern; and*
        - The Transportation Planning Department did not identify any concerns with traffic generation and distribution.
        - The proposed development does not include any changes to the existing 102 space parking area.
        - On-street parking is not permitted on Anchor Drive or Twin Oaks Drive.
- *(d) provided with adequate off-street parking;*

- The applicant submitted a Parking Study, prepared by R.C. Spencer Associates Inc. Consulting Engineers, dated January 2025, in support of their requested reduction in required parking spaces from 244 to 102.
- The Parking Study was deemed to be acceptable by the Transportation Planning Department, via Liaison dated May 14, 2025.

- *(e) compatible with the surrounding area in terms of scale, massing, height, siting, orientation, setbacks, parking and landscaped areas; and*

    - The proposed development will not change the height, siting, orientation or setbacks of the existing Medical Office buildings.
    - The proposed development will result in minor changes to the scale and massing of the existing Medical Office buildings.
    - The proposed development does not include any changes to the existing 102 space parking area.
    - The proposed development will require minor changes to the landscaped areas, which will be addressed through the Site Plan Control process.

Design Guidelines

The following guidelines shall be considered when evaluating the proposed design of an Industrial development: (Policy 6.4.3.5)

- *(a) the ability to achieve the associated policies as outlined in the Urban Design chapter of this Plan;*

    - Refer to the responses provided to Official Plan Policies 6.4.3.4 (e) and 8.7.2.6 herein.

Chapter 8 - Urban Design:

8.7 Built Form

8.7.2 Policies

Appealing Street Facades

Council will encourage the buildings facades to be visually interesting through extensive use of street level entrances and windows. Functions which do not directly serve the public, such as loading bays and blank walls, should not be located directly facing the street. (Policy 8.7.2.6)

- The applicant has submitted Renderings (See Appendix H) illustrating proposed changes to the exterior of the existing Medical Office buildings to be completed in conjunction with the proposed development.
- The Renderings comply with this policy direction.
- Please note that on November 28, 2022, Bill 23, *More Homes Built Faster Act*, amended Subsections (4) and (4.1) of Section 41 Site Plan Control Area of the *Planning Act* by providing that exterior design is no longer a matter that is subject to Site Plan Control.

Chapter 11 - Tools:

Land use compatibility throughout Windsor is an implementation goal to be achieved when administering a planning tool under this Chapter. Compatibility between land uses is also an objective of the Zoning By-law Amendment planning tool (Policy 11.6.1.2).

- Land use compatibility was considered as part of the evaluation of the applicable Official Plan and PPS policies referenced herein.

Policy 11.6.3.3 states:

- *When considering applications for Zoning By-law amendments, Council shall consider the policies of this Plan and will, without limiting the generality of the foregoing, consider such matters as the following:*
    - *(a) The relevant evaluation criteria contained in the Land Use Chapter of this Plan, Volume II: Secondary Plans & Special Policy Areas and other relevant standards and guidelines;*
    - *(b) Relevant support studies;*
    - *(c) The comments and recommendations from municipal staff and circularized agencies;*
    - *(d) Relevant provincial legislation, policies and appropriate guidelines; and*
    - *(e) The ramifications of the decision on the use of adjacent or similar lands.*
        - This amendment is not anticipated to have any ramifications on the use of adjacent or similar lands.

The aforesaid matters were considered as part of the evaluation of the applicable Official Plan and PPS policies referenced herein.

Zoning By-Law

Relevant excerpts from Zoning By-law 8600 are *attached* as Appendix D.

The Subject Property is within a MD2.4, site-specific provision S.20(1)209 zone of Zoning By-law 8600, which permits a Medical Office use.

The applicant is requesting an amendment to Zoning By-law 8600 to add a site-specific provision to allow for a reduction in the minimum number of parking spaces required for a Medical Office having a maximum gross floor area (GFA) of 3,300.0 m^2 from 244 to 102 to accommodate the proposed development.

The applicant's request has been considered and is supported in this report.

Administration is recommending that site-specific provision S.20(1)209 be amended in the following manner to support the proposed development:

- Deletion of the following existing provision:

- "For the lands comprising Parts 1 to 4 inclusive, Plan 12R-22845, Part of Lot 135, Concession 3, located on the northeast corner of Anchor Drive and Twin Oaks Drive, a *restaurant*, not to exceed 185.8 m² in *gross floor area*, a *retail store*, *bake shop*, *personal service shop*, *day nursery*, *club and health studio*, shall be additional permitted uses."

  [ZDM 15] (B/L 57-2007 Apr 10/2007)

  - This provision was added through Zoning By-law Amendment file Z-026/06 by amending By-law 57-2007 to accommodate the development approved through Site Plan Control file SPC-027/06.
  - This provision does not apply to the current or proposed development.
  - The Industrial land use designation does not permit a retail store, bake shop, personal service shop or day nursery uses.
  - The MD2.4 zoning does not permit a restaurant, retail store, bake shop, personal service shop, day nursery, club or health studio uses.

- Addition of the following provision:

  209. NORTHEAST CORNER OF ANCHOR DRIVE AND TWIN OAKS DRIVE

  For the lands comprising Parts 1 to 4, Plan 12R-22845 (PIN 01408-2002 & 01408-2003), the following additional provisions shall apply:

  a) Notwithstanding Section 24.20.5, for a *Medical Office* having a *maximum gross floor area* of 3,300.0 m^2, a *minimum* of 102 *parking spaces* shall be provided.

     [ZDM 15; ZNG/7310]

Administration is recommending the inclusion of a maximum GFA for a Medical Office to require a Minor Variance or Zoning By-law Amendment to be obtained for any additional relief resulting from a subsequent increase to the GFA.

No other zoning deficiencies have been identified or supported.

A draft amending by-law is attached as Appendix F. Subsection 24 (1) of the *Planning Act*, R.S.O. 1990, c. P.13., prohibits a by-law from being passed that does not conform with the Official Plan. As discussed through the Official Plan section herein, the proposed amendment conforms to the applicable policies of the Official Plan.

Risk Analysis:

N/A

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

N/A

Consultations:

Comments received from City Departments, external agencies and members of the public on this application were taken into consideration when preparing this report. A record of the comments is included as Appendix E herein.

There are no objections to the proposed amendment.

The applicant hosted an in-person public open house on March 6, 2025, at Victory Reproductive Care (8100 Twin Oaks Drive). Notice of the open house was issued to owners of properties within 200.0 metres of the Subject Property. The open house was attended by one (1) area business owner. The applicant provided an Open House Report (See Appendix I) including a summary of the comments provided by the area business owner. The comments were taken into consideration when preparing this report.

Public Notice: Statutory notice was advertised in the Windsor Star, a local daily newspaper. A courtesy notice was mailed to property owners and residents within 200 metres of the subject property.

Conclusion:

The *Planning Act* requires that a decision of Council in respect of the exercise of any authority that affects a planning matter, “shall be consistent with the” *Provincial Planning Statement 2024*. The recommended zoning amendment has been evaluated for consistency with the *Provincial Planning Statement 2024* and conformity with the policies of the City of Windsor Official Plan.

The recommended Zoning By-law amendment is consistent the PPS, conforms with the policy direction of the City of Windsor Official Plan, is compatible with existing and permitted uses in the surrounding neighbourhood and constitutes good planning.

Planning Act Matters:



Brian Nagata, MCIP, RPP
Planner III - Development (A)

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 Professional Planner and have reviewed as a Corporate Team Leader

JP RM

Approvals:

Name	Title
Brian Nagata	Planner III - Development (A)
Greg Atkinson	Deputy City Planner - Development
Neil Robertson	City Planner
Aaron Farough	Senior Legal Counsel, Legal & Real Estate
Jelena Payne	Deputy CAO/Commissioner, Economic Development
Ray Mensour	Chief Administration Officer

Notifications:

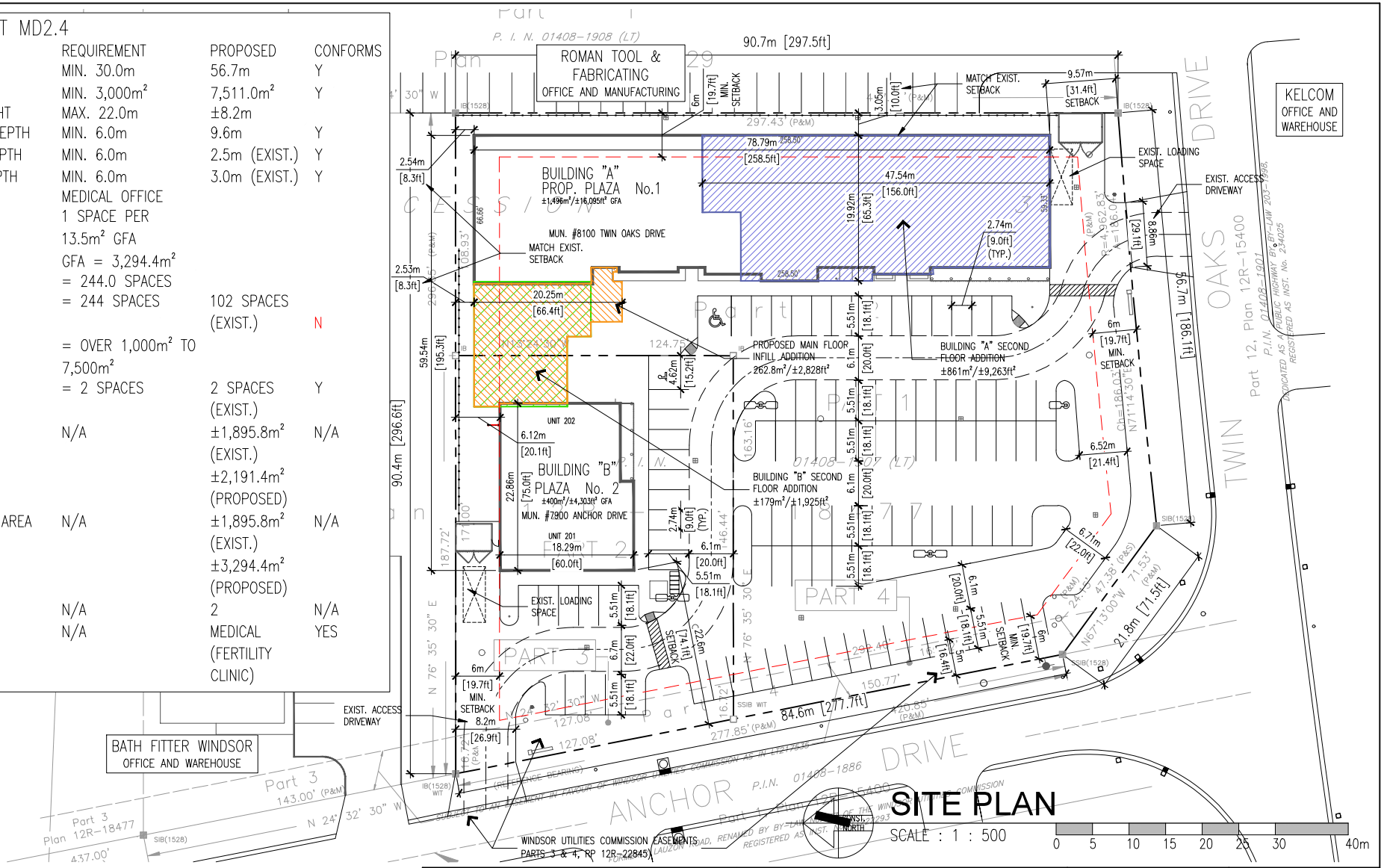
Name	Address	Email

Appendices:

1 Appendix A - Conceptual Site Plan
2 Appendix B - Site Images
3 Appendix C - Excerpts from Official Plan Volume I
4 Appendix D - Excerpts from Zoning By-law 8600
5 Appendix E - Consultations
6 Appendix F - Draft Amending By-law
7 Appendix G - Parking Study
8 Appendix H - Renderings
9 Appendix I - Open House Report

ZONING CHART MD2.4

PROVISION	REQUIREMENT	PROPOSED	CONFORMS
.1 LOT WIDTH	MIN. 30.0m	56.7m	Y
.2 LOT AREA	MIN. 3,000m²	7,511.0m²	Y
.4 BUILDING HEIGHT	MAX. 22.0m	±8.2m	
.5 FRONT YARD DEPTH	MIN. 6.0m	9.6m	Y
.6 REAR YARD DEPTH	MIN. 6.0m	2.5m (EXIST.)	Y
.7 SIDE YARD DEPTH	MIN. 6.0m	3.0m (EXIST.)	Y
PARKING SPACES	MEDICAL OFFICE 1 SPACE PER 13.5m² GFA GFA = 3,294.4m² = 244.0 SPACES = 244 SPACES	102 SPACES (EXIST.)	N
LOADING SPACES	= OVER 1,000m² TO 7,500m² = 2 SPACES	2 SPACES (EXIST.)	Y
BUILDING AREA	N/A	±1,895.8m² (EXIST.) ±2,191.4m² (PROPOSED)	N/A
GROSS FLOOR AREA	N/A	±1,895.8m² (EXIST.) ±3,294.4m² (PROPOSED)	N/A
.1 STOREYS	N/A	2	N/A
.3 USE	N/A	MEDICAL (FERTILITY CLINIC)	YES



architectural design associates inc. architect	1670 mercer street windsor ontario canada n8x 3p7 ph 519.254.3430 fax 519.254.3642 email - info@ada-architect.ca www.ada-architect.ca	project: PROPOSED REDEVELOPMENT / ADDITION TO EXIST. PLAZA 8100 TWIN OAKS & 7900 ANCHOR DRIVE, WINDSOR, ONT. client: PREVIEW IMAGING INC.	title: SITE PLAN drawn by: TC checked by: SMB / JBK / TC	date: JULY 2023 comm. no.: 2023-005 dwg. no.: A1.0a

APPENDIX "B"
Site Photos (Google Street View - November 2023)



Figure 1 - Looking northeast towards subject property from intersection of Anchor Drive & Twin Oaks Drive

APPENDIX "C"
Excerpts from Official Plan Volume I

3. Development Strategy

3.3 Urban Structure Plan

3.3.1 Nodes

MAJOR ACTIVITY CENTRES

3.3.1.2 Major Activity Centres are second in the hierarchy of nodes in Windsor. The following comprise Windsor"s Major Activity Centres:

(a) Regional Commercial Centres;
(b) Regional Institutional Centres;
(c) Regional Employment Centres; and
(d) Regional Open Space System.

These types of nodes are considered to be sub-regional in the context of Windsor and were originally planned as single-use facilities that have evolved into multi-use urban areas with a variety of densities. Typically, these nodes are currently or have the potential to be important destinations within the regional public transit network. Future residential development and redevelopment at Major Activity Centres should be medium (30 units per net hectare) to high-density (80+ units per net hectare). Residential intensification is desired at or near Major Activity Centres. Development surrounding these locations will be subject to the preparation of a Secondary Plan or plan of subdivision.

(c) Regional Employment Centres

Regional Employment Centres are a type of Major Activity Centre where a large number of jobs are located. This type of node typically serves as a location for the large scale manufacturing or distribution of goods. Additionally, retail, office and personal service uses may be established as ancillary uses.

6. Land Use

6.1 Goals

In keeping with the Strategic Directions, Council's land use goals are to achieve:

EMPLOYMENT 6.1.4 The retention and expansion of Windsor's employment base.

6.4 Employment

Employment lands provide the main locations for business and industrial activities. In order to strengthen Windsor's economy, meet the land and infrastructure needs of employment activities and address concerns over compatibility, employment land uses are provided under two designations on Schedule D as either Industrial or Business Park.
The following objectives and policies establish the framework for development decisions in Employment areas.

6.4.1 Objectives

COMPATIBLE DEVELOPMENT 6.4.1.3 To ensure that employment uses are developed in a manner which are compatible with other land uses.

6.4.2 General Policies

SITE PLAN CONTROL 6.4.2.4 Council shall require all development within areas designated as Industrial and Business Park to be subject to site plan control, with the exception of Public Open Space uses.

6.4.3 Industrial Policies

The Industrial land use designation provides for a broad range of industrial uses which, because of their physical and operational characteristics, are more appropriately clustered together and separated from sensitive land uses. This designation is also applied to certain older industrial areas of Windsor where such a separation may not have been achieved.

ANCILLARY USES 6.4.3.2 In addition to the uses permitted above, Council may also permit the following ancillary uses in areas designated as Industrial on Schedule D: Land Use without requiring an amendment to this Plan:

(a) Open Space uses;

(b) convenience stores and restaurants provided that:

(i) by their size the uses are designed to serve the employees in the Industrial area; and

(ii) the evaluation criteria of policy 6.5.3.7 are satisfied.

(c) adult entertainment parlours provided that:

(i) such uses are a minimum of 150 metres from lands used or zoned for residential, institutional or open space purposes; and

(ii) the evaluation criteria of policy 6.5.3.7 are satisfied, with the exception of the requirement that the proponent demonstrate that market impacts on other commercial areas is acceptable.

(d) Motor vehicle sales; club; athletic or sports facility; wholesale store; the sale of goods produced by an industrial use and accessory thereto; retail sale of building supplies and materials, home improvement products, nursery products. **(amended by OPA #22 – 07/16/02)**

EVALUATION CRITERIA 6.4.3.4 At the time of submission, the proponent shall demonstrate to the satisfaction of the Municipality that a proposed industrial development is:

(a) feasible having regard to the other provisions of this Plan, provincial legislation, policies and appropriate guidelines and support studies for uses:

(i) within or adjacent to any area identified on Schedule C: Development Constraint Areas and described in the Environment chapter of this Plan;

(iii) where traffic generation and distribution is a provincial or municipal concern; and

(d) provided with adequate off-street parking; and

(e) compatible with the surrounding area in terms of siting, orientation, setbacks, parking and landscaped areas.

DESIGN GUIDELINES

6.4.3.5 The following guidelines shall be considered when evaluating the proposed design of an Industrial development:

(a) the ability to achieve the associated policies as outlined in the Urban Design chapter of this Plan;

8. Urban Design

8.7 Built Form

8.7.2 Policies

APPEALING STREET FACADES

8.7.2.6 Council will encourage the buildings facades to be visually interesting through extensive use of street level entrances and windows. Functions which do not directly serve the public, such as loading bays and blank walls, should not be located directly facing the street.

11. Tools

11.6 Zoning

11.6.1 Objectives

COMPATIBLE USES

11.6.1.2 To ensure compatibility between land uses.

11.6.3 Zoning By-law Amendment Policies

EVALUATION CRITERIA

11.6.3.3 When considering applications for Zoning By-law amendments, Council shall consider the policies of this Plan and will, without limiting the generality of the foregoing, consider such matters as the following:

(a) The relevant evaluation criteria contained in the Land Use Chapter of this Plan, Volume II:

(b) Relevant support studies;

(c) The comments and recommendations from municipal staff and circularized agencies;

(d) Relevant provincial legislation, policies and appropriate guidelines; and

(e) The ramifications of the decision on the use of adjacent or similar lands.

APPENDIX "D"
Excerpts from Zoning By-law 8600

SECTION 19 - MANUFACTURING DISTRICTS 2. (MD2.)

(B/L 11096 Jul 20/1992; B/L 33-2001 Oct 23/2001 OMB Order 1716 PL010233; B/L 370-2001 Nov 15/2001; B/L 363-2002 Dec 31/2002; B/L 142-2006 Aug 24/2006; B/L 31-2013 Mar 28/2013; B/L 48-2014 Apr 15/2014; B/L 169/2018 Nov 19/2018; BL 54-2021 May 4/2021)

19.4 MANUFACTURING DISTRICT 2.4 (MD2.4)

19.4.1 PERMITTED USES

Industrial Use
Ambulance Service
Business Office
Food Catering Service
Medical Office
Micro-Brewery
Self-Storage Facility
Sports Facility
Wholesale Store

For the lands delineated by a broken black line and shown as Blocks A, B, D, and K in Schedule 'A' to B/L 10221, 20.1 the following shall be an additional permitted use: *Child Care Centre; Club; Exhibition Hall; Health Studio; Hotel*.

For the lands designated as Block 'B' on Schedule 'A' to B/L 12476, the following shall be an additional permitted use: *Motor Vehicle Dealership*

For the lands designated as Block 'C' on Schedule 'A' to B/L 12476, the following shall be an additional permitted use: *Bake Shop; Child Care Centre; Personal Service Shop; Restaurant; Retail Store; Service Station;*

Any use accessory to any permitted use, including the following uses in combination with any permitted *Industrial Use*: *Caretaker's Residence; Child Care Centre; Retail Store*.

19.4.3 PROHIBITED USES

Aggregate Storage Facility
Animal Processing Facility
Automobile Collision Shop
Automobile Detailing Service
Automobile Repair Garage
Batching Plant
Bulk Storage Facility
Distillation Plant
Food Processing Facility
Manufacturing Heavy
Milling Facility
Motor Vehicle Salvage Operation
Pit
Primary Metals Plant
Quarry
Repair Shop - Heavy
Salvage Operation

Outdoor processing or outdoor storage of the following: bone, bottles, non-metallic mineral, ore, rag, rubber, salvage material, scrap metal, or scrap paper

19.4.5 PROVISIONS

.1	Lot Width – minimum	30.0 m
.2	Lot Area – minimum	3,000.0 m^2
.4	Building Height – maximum	22.0 m
.5	Front Yard Depth – minimum	6.0 m
.6	Rear Yard Depth – minimum	
	From a *rear lot line* that abuts a *street*	6.0 m
.7	Side Yard Width – minimum	
	From a *side lot line* that abuts a *street*	6.0 m
.10	Gross Floor Area – maximum	
	a) For each *Bake Shop, Personal Service Shop, Restaurant*, or *Retail Store* as a *main use*	250.0 m^2
	b) For a *Retail Store* that is an *accessory use*, the *gross floor area* of the *Retail Store* shall not exceed 20% of the *gross floor area* of the *main building* or 15% of the *lot area*, whichever is lesser	
.50	Manufacturing, packaging, processing, repairing, or servicing activities undertaken for any permitted use shall occur entirely within a fully enclosed *building*.	

SECTION 20 - SPECIFIC ZONING EXCEPTIONS IN CERTAIN AREAS

(B/L 227-2002 Aug 12/2002, PL020829 OMB Orders 1013 and 1011 Jul 24/2003, OMB Order 1067 Aug 1/2003)

(1) SITE SPECIFIC PROVISIONS

209. For the lands comprising Parts 1 to 4 inclusive, Plan 12R-22845, Part of Lot 135, concession 3, located on the northeast corner of Anchor Drive and Twin Oaks Drive, a restaurant, not to exceed 185.8 m² in gross floor area, a retail store, bake shop, personal service shop, day nursery, club and health studio, shall be additional permitted uses.

[ZDM 15] **(ADDED by B/L 57-2007, May 8, 2007)**

APPENDIX "E"
Consultations

CALDWELL FIRST NATION COMMUNITY

No comments provided

ENGINEERING - DEVELOPMENT

We have reviewed the subject Rezoning application and have the following comments:

Sewers The site may be serviced by a 600mm sanitary sewer and a 1200mm sewer located within Anchor Drive right-of-way and a 600mm sanitary sewer and a 2100mm sewer located within Twin Oaks Drive right-of-way. If possible existing connections should be utilized. Any redundant connections shall be abandoned in accordance with the City of Windsor Engineering Best Practice B.P 1.3.3.

A sanitary sampling manhole may be required on any new sanitary connection at the property line to the satisfaction of the City Engineer, if one does not already exist.

Sewer Easement Prior to the issuance of a construction permit, the owner shall include the City of Windsor within the sewer easement agreement of Part 3 and Part 4 in 12R-22845 to convey to the Corporation this easement for the purposes of construction and/or maintenance of the existing sewer.

Proper Agreement for Access &/or Services The owner agrees to enter into a reciprocal agreement with the abutting property owners for access and services.

In summary we have no objection to the proposed development.

If you have any further questions or concerns, please contact Jaegar King, of this department at jking@citywindsor.ca.

[Daniel Lopez - Development Engineer]

ENGINEERING - R.O.W.

Required Drawing Revisions:

1. Encroachment Agreement – There are existing items encroaching into the right-of-way, which require either removal or an encroachment agreement to legalize said items.

    a. Modify drawings to remove encroaching items or identify that an encroachment agreement with the City of Windsor will be required for the encroaching sign on Anchor Dr.

Special Provisions (to be included in Site Plan Control Agreement)

The following special provisions will be required prior to submitting a building permit application:

Site Plan Control Agreement – The applicant enter into an agreement with the City of Windsor for all requirements under the General Provisions of the Site Plan Control Agreement for the Engineering Department.

Encroachment Agreement – The owner agrees to submit application for and execute an agreement with the Corporation for the proposed encroachments into the right-of-way encroaching sign on Anchor Dr. to the satisfaction of the City Engineer.

ERCA Requirements – The owner(s) further agrees to follow all drainage and flood proofing recommendations of the Essex Region Conservation Authority (ERCA) may have with respect to the subject land, based on final approval by the City Engineer. If applicable, the Owner will obtain all necessary permits from ERCA with respect to the drainage works on the subject lands.

Proper Agreement for Access – The owner agrees to enter into a reciprocal agreement with the abutting property owners for access and services.

If you have any further questions or concerns, please contact Thomas Huynh, of this department at thuynh@citywindsor.ca.

[Mark Schaffhauser - Manager of Right-of-Way]

ENWIN UTILITIES LTD. - HYDRO ENGINEERING

Comments to Stage 1 Planning Consultation Application - PC-027/23 (October 5, 2023)

No Objection to addition to existing plaza.

Please note the following distribution and services:

- Overhead double 27.6kV circuit primary distribution pole line and associated down guy wires/ anchors adjacent to the West limit of the property.
- Three Underground 27.6kV circuit primary cable distribution running along Anchor Dr and along the above noted properties.
- Overhead 120v street light duplex, adjacent to the West limit of the property.
- Overhead 600/347V Secondary quadruplex distribution, adjacent to the West limit of the property.
- Overhead 27.6kV primary distribution pole line and associated down guy wires/ anchors across the street to the South of the above noted address.
- Overhead 120V street light duplex across the street to the South of the above noted address.
- Overhead 600/347V Secondary quadruplex distribution across the street to the South of the above noted address.

- Overhead 600/347V secondary quadruplex service attached to the private pole on the Northwest corner of the above noted property.
- Overhead 600/347V secondary quadruplex service attached to the private pole on the Southeast corner of the above noted property.

*Proposed buildings and/or building additions must have adequate clearance requirements from all hydro distribution and services.

We recommend referring to the Occupational Health and Safety Act for minimum safe limits of approach during construction and the Ontario Building Code for adequate clearance requirements for New Buildings and/or Building Additions.

[Tia McCloskey - Hydro Engineering Technologist]

ENWIN UTILITIES LTD. - WATER ENGINEERING

Comments to Stage 1 Planning Consultation Application - PC-027/23 (October 5, 2023)

Water Engineering has no objections.

[Bruce Ogg - Water Project Review Officer]

ESSEX REGION CONSERVATION AREA (ERCA)

The City of Windsor has received a request for pre-consultation comments to rezone the subject property to allow for the construction of a one (1) to two (2) storey 421.0 m2 addition to connect the existing two (2) Medical Office buildings, and a 649.0 m2 2nd floor addition to part of the existing Medical Office building known municipally as 8100 Twin Oaks Drive. The following pre-consultation comments are provided in response to our review of PC-027-23.

NATURAL HAZARDS AND REGULATORY RESPONSIBILITIES UNDER THE CONSERVATION AUTHORITIES ACT, O. REG 686/21, PPS

The following comments reflect ERCA's role in protecting people and property from the threats of natural hazards and regulating development hazards lands under Section 28 of the *Conservation Authorities Act*.

The above noted lands are subject to our Development, Interference with Wetlands and Alteration to Shorelines and Watercourses Regulation under the *Conservation Authorities Act* (Ontario Regulation No. 158/06). The parcel falls within the regulated area of the Little River Drain. The property owner will be required to obtain a Permit from the Essex Region Conservation Authority prior to any construction or site alteration or other activities affected by Section 28 of the *Conservation Authorities Act*.

Our office has reviewed the proposal and has no concerns relating to the quantity and quality of runoff in the downstream watercourse due to the proposed development on this site.

[Alicia Good, - Watershed Planner]

FORESTRY

No comments provided

PARKS DESIGN & DEVELOPMENT

No comments provided

PLANNING DEPARTMENT - HERITAGE

Comments to Stage 1 Planning Consultation Application - PC-027/23 (December 13, 2024)

There is no apparent built heritage concern with this property.

The property is located within an Archaeological Potential Zone (APZ). However, the proposed additions are on top of lands that have been previously disturbed, and thus an archaeological assessment is not requested at this time. Nevertheless, the Applicant should be notified of the following archaeological precaution.

1. Should archaeological resources be found during grading, construction or soil removal activities, all work in the area must stop immediately and the City's Planning & Building Department, the City's Manager of Culture and Events, and the Ontario Ministry of Citizenship and Multiculturalism must be notified and confirm satisfaction of any archaeological requirements before work can recommence.
2. In the event that human remains are encountered during grading, construction or soil removal activities, all work in that area must be stopped immediately and the site secured. The local police or coroner must be contacted to determine whether or not the skeletal remains are human, and whether the remains constitute a part of a crime scene. The Local police or coroner will then notify the Ontario Ministry of Citizenship and Multiculturalism and the Registrar at the Ministry of Government and Consumer Services if needed, and notification and satisfactory confirmation be given by the Ministry of Citizenship and Multiculturalism.

Contacts:

Windsor Planning & Building Department:
519-255-6543 x6179, ttang@citywindsor.ca, planningdept@citywindsor.ca

Windsor Manager of Culture and Events (A):
Michelle Staadegaard, (O) 519-253-2300x2726, (C) 519-816-0711,
mstaadegaard@citywindsor.ca

Ontario Ministry of Citizenship and Multiculturalism
Archaeology Programs Unit, 1-416-212-8886, Archaeology@ontario.ca

Windsor Police: 911

Ontario Ministry of Government & Consumer Services

A/Registrar of Burial Sites, War Graves, Abandoned Cemeteries and Cemetery Closures, 1-416-212-7499, Crystal.Forrest@ontario.ca

[Tracey Tang - Heritage Planner]

PLANNING DEPARTMENT - LANDSCAPE ARCHITECT

No additional studies required from a landscape architectural or urban design perspective as this site has already been developed and the proposal is for infill. From a site plan control perspective, the proposed development will remove some of the existing landscape area previously approved through that process. The owner is to confirm that the minimum landscape requirements are still being met and provide replacement/compensation to the satisfaction of the City's Landscape Architect/Sr Urban Designer.

[Stefan Fediuk - Landscape Architect / Acting Senior Urban Designer]

PLANNING DEPARTMENT - SITE PLAN CONTROL

The development proposal is subject to Site Plan Control pursuant to the Planning Act and City of Windsor By-law 1-2004. Where preceding development applications are required, inclusive of Official Plan and Zoning By-law Amendments, request for Site Plan Control Pre-Consultation Stage 1, may be made following completion of the requisite Development and Heritage Standing Committee meeting at https://ca.cloudpermit.com/login.

[Brian Velocci - Site Plan Approval Officer]

TRANSPORTATION PLANNING

Comments to Stage 1 Planning Consultation Application - PC-027/23 (December 15, 2024)

Parking Study

All parking must comply with ZBL 8600 otherwise a parking study will be required. As per ZBL the property requires 219 parking spaces, 3 Type B parking spaces, and 7 bicycle parking spaces. Revised site plan must clearly indicate proposed spaces. Please see the Parking Study Scope below.

Parking Study Scope:

The purpose/scope of the parking study, prepared by a qualified transportation consultant, is to indicate that the supply given will meet the demand required for the proposed use of the development. This should include justification on the deviation from the by-law requirements. The study may include a survey of parking demand at similar proxy sites and/or review from published sources for justification. Furthermore, this study can include changes/measures from the developer that can be implemented to result in a decrease in parking demand on the site. Overall, the applicant must demonstrate through the parking study that reduced parking standards will not negatively impact the parking supply in the area or result in spill-over parking in adjacent areas.

[Elara Mehrilou - Transportation Planner I]

WALPOLE ISLAND FIRST NATION

No comments provided

WINDSOR POLICE SERVICE

No comments provided

APPENDIX "F"
Draft Amending By-law

B Y - L A W N U M B E R -2025

A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW"

Passed the day of , 2025.

WHEREAS it is deemed expedient to further amend By-law Number 8600 of the Council of The Corporation of the City of Windsor, cited as the "City of Windsor Zoning By-law" passed the 31st day of March, 1986, as heretofore amended:

THEREFORE the Council of The Corporation of the City of Windsor enacts as follows:

1. That subsection 1 of Section 20, of said by-law, is amended by deleting and replacing clause 209 with the following clause:

209. NORTHEAST CORNER OF ANCHOR DRIVE AND TWIN OAKS DRIVE

For the lands comprising of Parts 1 to 4, Plan 12R-22845, PIN No. 01408-2002 LT and PIN No. 01408-2003 LT, the following shall apply:

a) Notwithstanding Section 24.20.5, for a *Medical Office* having a *maximum gross floor area* of 3,300.0 m^2, a *minimum* of 102 *parking spaces* shall be provided.

[ZDM 15; ZNG/7310]

DREW DILKENS, MAYOR

CLERK

First Reading - , 2025

Second Reading - , 2025

Third Reading - , 2025

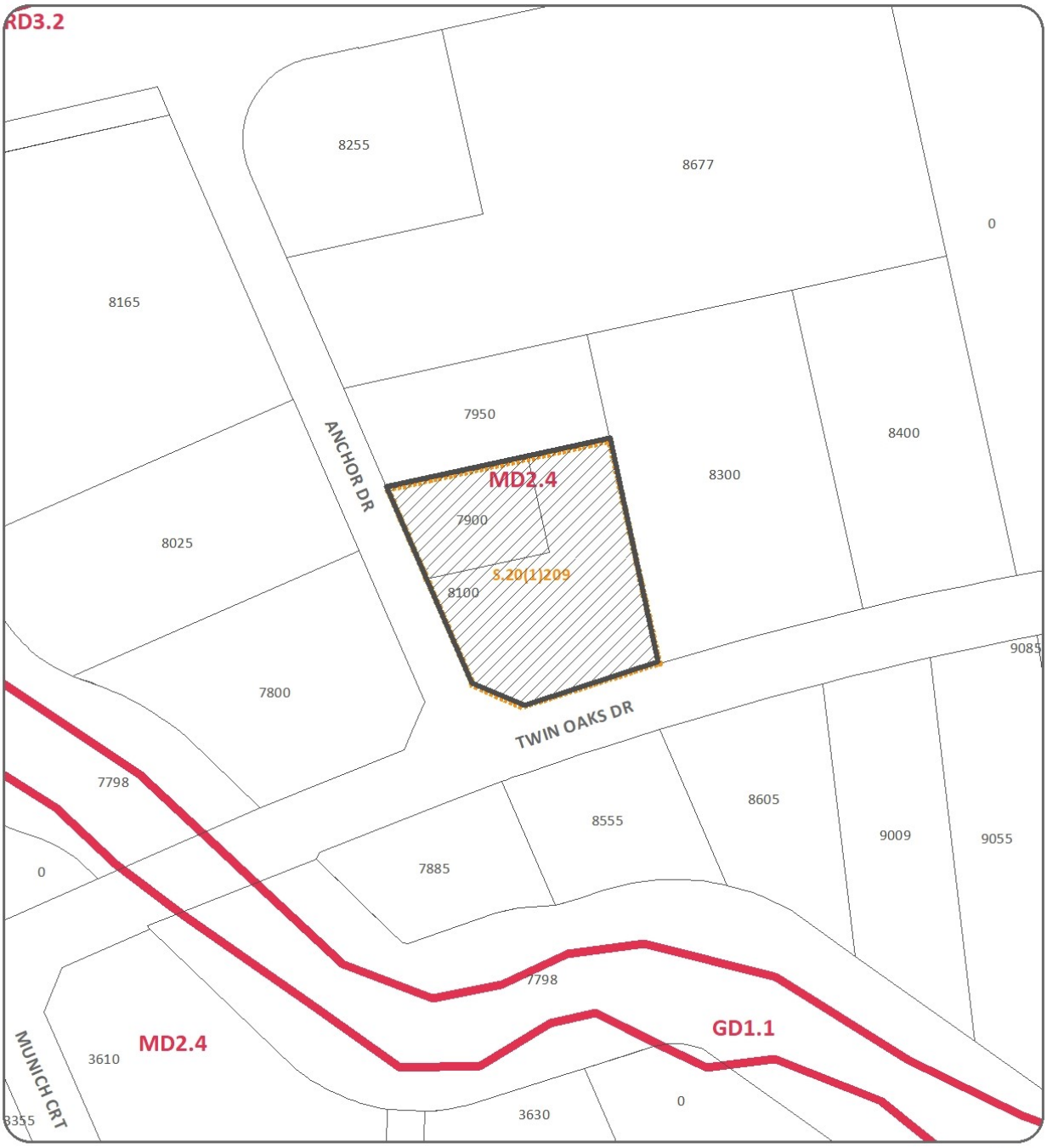
SCHEDULE 2

1. By-law _____ has the following purpose and effect:

   To amend the zoning of the lands located on the northeast corner of Anchor Drive and Twin Oaks Drive, legally described as Parts 1 to 4, Plan 12R-22845, PIN 01408-2002 LT and PIN 01408-2003 LT, so as to permit the construction of a one (1) to two (2) storey 441.8 m^2 addition to connect the existing two (2) Medical Office buildings, and a one (1) to two (2) storey 861.0 m^2 addition to part of the existing Medical Office building known municipally as 8100 Twin Oaks Drive.

   The amending by-law maintains the MD2.4 zoning on the subject land and deletes and replaces special zoning provision S.20(1)209. permitting a Medical Office having a maximum gross floor area of 3,300.0 m^2 a reduction in minimum required parking spaces from 244 to 102.

2. Key map showing the location of the lands to which By-law _____applies.



PART OF ZONING DISTRICT MAP 15

N.T.S.

SCHEDULE 2

Applicant: Preview Imaging Inc.

SUBJECT LANDS

PLANNING & BUILDING DEPARTMENT

DATE : JUNE, 2025
FILE NO. : Z-016/25, ZNG/7310

8100 TWIN OAKS DRIVE MEDICAL DEVELOPMENT WINDSOR, ON

PARKING STUDY

Prepared by:

RC SPENCER ASSOCIATES INC.
Consulting Engineers
Windsor: 800 University Avenue W. - Windsor ON N9A 5R9
Leamington: 18 Talbot Street W. - Leamington ON N8H 1M4
Chatham-Kent: 49 Raleigh Street - Chatham ON N7M 2M6

File No.: 25-1718 January 2025

8100 TWIN OAKS DRIVE MEDICAL DEVELOPMENT, WINDSOR, ON

PARKING STUDY (JANUARY 2025)

Table of Contents

Introduction and Background 1

ITE Parking Generation Manual vs. Windsor Bylaw Requirements 1

Summary and Conclusions 2

Appendix A – Site Plan

Appendix B – ITE Parking Generation References

- Medical-Dental Office Building - Standalone
    - Per 1000 sq. ft. GFA

INTRODUCTION AND BACKGROUND

An addition is proposed for an existing medical plaza located at 8100 Twin Oaks Drive, in Windsor, Ontario. The subject property is located on the northeast corner of Twin Oaks Drive and Anchor Drive, south of the EC Row Expressway and east of Lauzon Road (County Road 117). Twin Oaks Drive is accessed via the arterial Lauzon Road.

The developer is proposing an infilling to the first floor (between the two existing buildings and two second floor additions). The existing building is comprised of 20,398 sq. ft. of medical offices; the proposed additions will add another 14,016 sq. ft. of additional medical offices. The complete facility will be approximately 34,414 sq. ft. in medical office area. The development is to be supplemented by the existing 102 parking spaces. The site plan is provided in **Appendix A**.

Current uses for the building include some separate tenant uses, which will no longer be the case; the expanded development will house one tenant for the entire building and site. Due to this change to a highly specialized medical use, patient access to the facility will be by appointment only (not a walk-in clinic); a very limited number of clients will be seen throughout normal business hours.

The City's zoning bylaw requires one parking space per 145 sq. ft. (13.5 sq. m.) of medical office space; this means that the medical facility requires a total of 244 parking spaces. The developer plans to retain the existing 102 parking spaces for the development. Since a variance is required to address the shortfall of 142 parking spaces, the anticipated peak parking demand needs to be evaluated with respect to the existing on-site parking supply and the existing parking demand for the current facility. Transportation Planning has indicated that they will accept the proposal if a parking study can sufficiently justify the reduction in required parking spaces. Therefore, the purpose of this study is to evaluate the anticipated peak parking demand versus the proposed on-site parking supply.

ITE PARKING GENERATION MANUAL VS. WINDSOR BYLAW REQUIREMENTS

The Institute of Transportation Engineers (ITE) Parking Generation Manual (6th Edition) reports parking demand studies and statistics from various land uses across North America. For a medical-dental office building (Land Use Code 720), which includes one or more tenants that provide diagnoses and outpatient care on a routine basis, parking demand can be estimated per 1,000 sq. ft. of gross floor area (GFA). As referenced in **Appendix B**, the ITE's average rate of 2.63 spaces per 1,000 sq. ft. GFA indicates a peak demand of 91 parked vehicles upon full build-out; however, the fitted curve equation indicates that 82 parking spaces is sufficient.

According to the ITE, the existing facility requires a minimum of 54 parking spaces, and the addition will require an additional 37 spaces; therefore, based on the provided metrics, it is the engineers' opinion that the theoretical peak parking demand should not exceed the proposed on-site parking supply of 102 spaces. A potential surplus of 11 to 20 spaces may be observed post-buildout.

To be as accurate a possible, a parking utilization study of the existing facilities was conducted. Although the client base, number of tenants, and medical purpose of the facility will be changing, it was determined that this exercise could provide context-specific information regarding the future parking demands (relative to the current demands). Hourly counts were performed on 14 January 2025 to determine the current peak parking demand. The following table indicates the parking supply / demand for a regular weekday.

TABLE 1: PARKING UTILIZATION STUDY - 8100 TWIN OAKS DRIVE, WINDSOR, ON

Date: 14 January 2025

Scenario	8100 Twin Oaks Drive, Windsor																				
	Parking Type																				Total
	General (G): 100 Accessible (A): 2																				102
	8:00 a.m.		9:00 a.m.		10:00 a.m.		11:00 a.m.		12:00 p.m.		1:00 p.m.		2:00 p.m.		3:00 p.m.		4:00 p.m.		5:00 p.m.		Max % Usage
	G	A	G	A	G	A	G	A	G	A	G	A	G	A	G	A	G	A	G	A	
Weekday	14	0	36	1	41	1	38	0	40	0	24	0	35	0	39	1	33	1	19	0	41.18%

At 10:00am, maximum utilization was observed for the current facility; a total of 42 vehicles utilized the parking lot, occupying about 41% of the existing 102 parking spaces (and leaving a minimum of 60 spaces unoccupied throughout the day). This observed demand is 12 vehicles less than the ITE Parking Generation Manual's estimate of 54 required spaces for the existing square footage. Also, only one of the two accessible spaces was occupied at any given time. Accordingly, an excess of 60 or more available spaces should more than satisfy the demands for the medical addition (which requires at least 37 spaces).

Although Windsor Transit Route 518X passes through the EC Row Expressway and Lauzon Road interchange, there are no stops within 1 km of the site; therefore, it is unlikely that any patients would utilize public transportation to attend the site. Likewise, no active transportation facilities (sidewalks and dedicated bicycle lanes) are provided within the study area. There are no residences in this commercial / industrial area, and no on-street parking is permitted on Twin Oaks Drive or Anchor Drive.

Inc conclusion, it is the engineers' opinion that the 102 existing on-site parking spaces will sufficiently accommodate the peak parking demand generated by the post-buildout conditions.

SUMMARY AND CONCLUSIONS

An addition is proposed for an existing medical plaza located at 8100 Twin Oaks Drive, in Windsor, Ontario. The subject property is located on the northeast corner of Twin Oaks Drive and Anchor Drive, south of the EC Row Expressway and east of Lauzon Road (County Road 117). Twin Oaks Drive is accessed via the arterial Lauzon Road.

The developer is proposing an infilling to the first floor (between the two existing buildings and two second floor additions). The complete facility will accommodate approximately 34,414 sq. ft. of medical office area; the developer proposed that the post-buildout peak parking demand be supplemented by the existing 102 parking spaces.

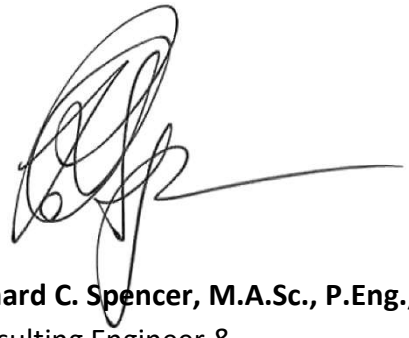
The City's zoning bylaw requires one parking space per 145 sq. ft. (13.5 sq. m.) of medical office space; the ITE Parking Generation Manual (6th Edition) references suggest that a minimum parking supply of 82 or 91 spaces could accommodate the subject development's full build-out. Based on a supplementary on-site parking utilization study, a maximum of 42 spaces, or about 41% of the existing parking supply, was utilized at any given time throughout a normal weekday (leaving a minimum of 60 vacant spaces).

Accordingly, it is the engineers' opinion that the 102 existing on-site parking spaces will sufficiently accommodate the peak parking demand generated by the current and proposed medical office facilities.

All of which is respectfully submitted,

RC Spencer Associates Inc.





Aaron D. Blata, M.Eng., P.Eng., PTOE, RSP1
Consulting Engineer, Road Safety Professional &
Professional Traffic Operations Engineer
Associate / Leamington Office Manager

Richard C. Spencer, M.A.Sc., P.Eng., PE
Consulting Engineer &
Fellow ITE Member
President / Windsor Office Manager



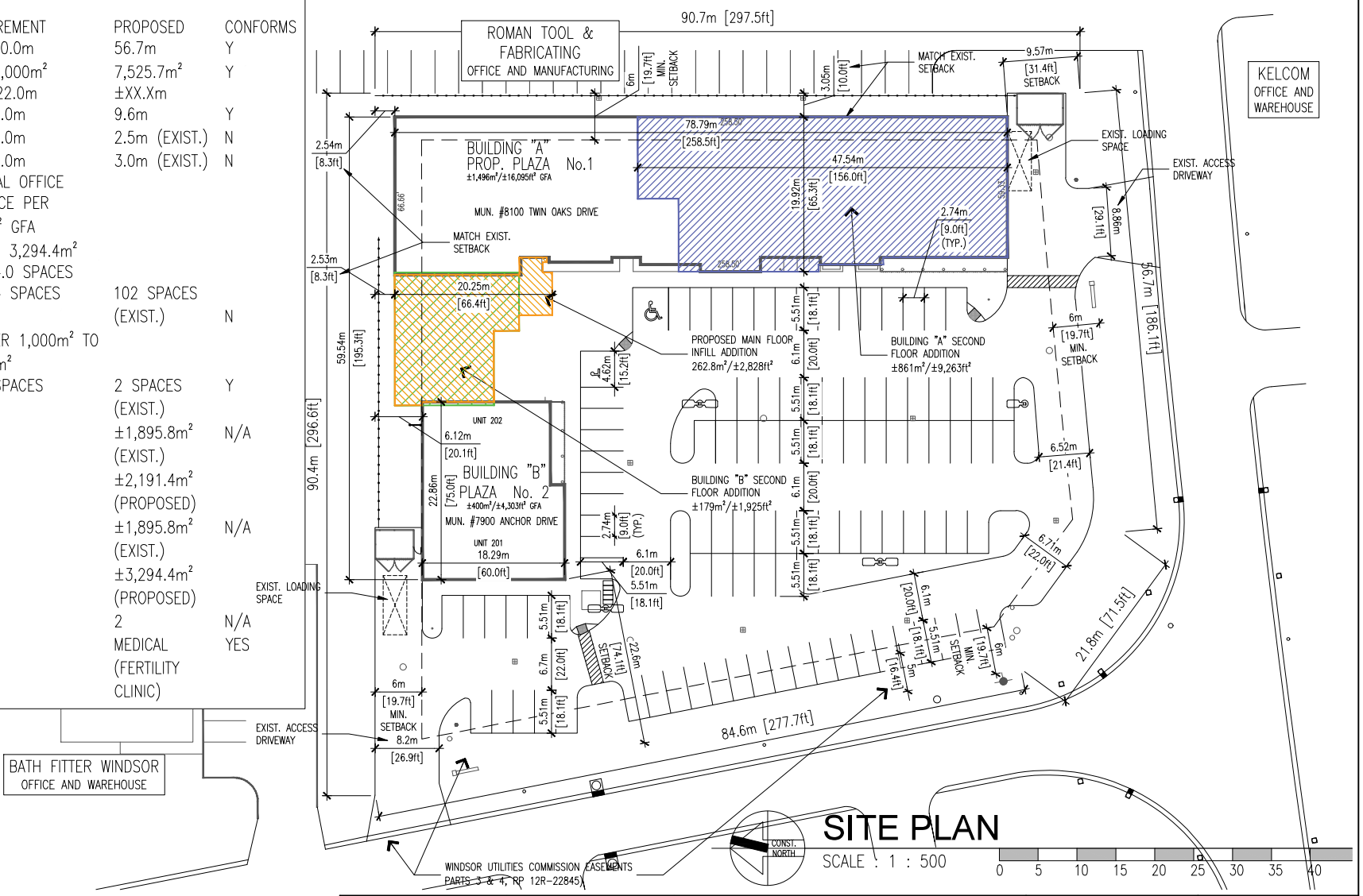


Appendix A

SITE PLAN

ZONING CHART MD2.4

PROVISION	REQUIREMENT	PROPOSED	CONFORMS
.1 LOT WIDTH	MIN. 30.0m	56.7m	Y
.2 LOT AREA	MIN. 3,000m²	7,525.7m²	Y
.4 BUILDING HEIGHT	MAX. 22.0m	±XX.Xm	
.5 FRONT YARD DEPTH	MIN. 6.0m	9.6m	Y
.6 REAR YARD DEPTH	MIN. 6.0m	2.5m (EXIST.)	N
.7 SIDE YARD DEPTH	MIN. 6.0m	3.0m (EXIST.)	N
PARKING SPACES	MEDICAL OFFICE 1 SPACE PER 13.5m² GFA GFA = 3,294.4m² = 244.0 SPACES = 244 SPACES	102 SPACES (EXIST.)	N
LOADING SPACES	= OVER 1,000m² TO 7,500m² = 2 SPACES	2 SPACES (EXIST.)	Y
.10 BUILDING AREA	N/A	±1,895.8m² (EXIST.) ±2,191.4m² (PROPOSED)	N/A
.11 GROSS FLOOR AREA	N/A	±1,895.8m² (EXIST.) ±3,294.4m² (PROPOSED)	N/A
.13 STOREYS	N/A	2	N/A
.14 USE	N/A	MEDICAL (FERTILITY CLINIC)	YES



SITE PLAN

SCALE : 1 : 500

0 5 10 15 20 25 30 35 40

architectural design associates inc. architect
1670 mercer street
windsor ontario canada n8x 3p7
ph 519.254.3430 fax 519.254.3642
email - info@ada-architect.ca www.ada-architect.ca

project: PROPOSED REDEVELOPMENT / ADDITION TO EXIST. PLAZA 8100 TWIN OAKS & 7900 ANCHOR DRIVE, WINDSOR, ONT.

client: PREVIEW IMAGING INC.

title: SITE PLAN

drawn by: TC

checked by: SMB / JBK / TC

date: JULY 2023

comm. no.: 2023-005

dwg. no.: A1.0a

Appendix B

ITE PARKING GENERATION MANUAL – 6TH EDITION REFERENCES

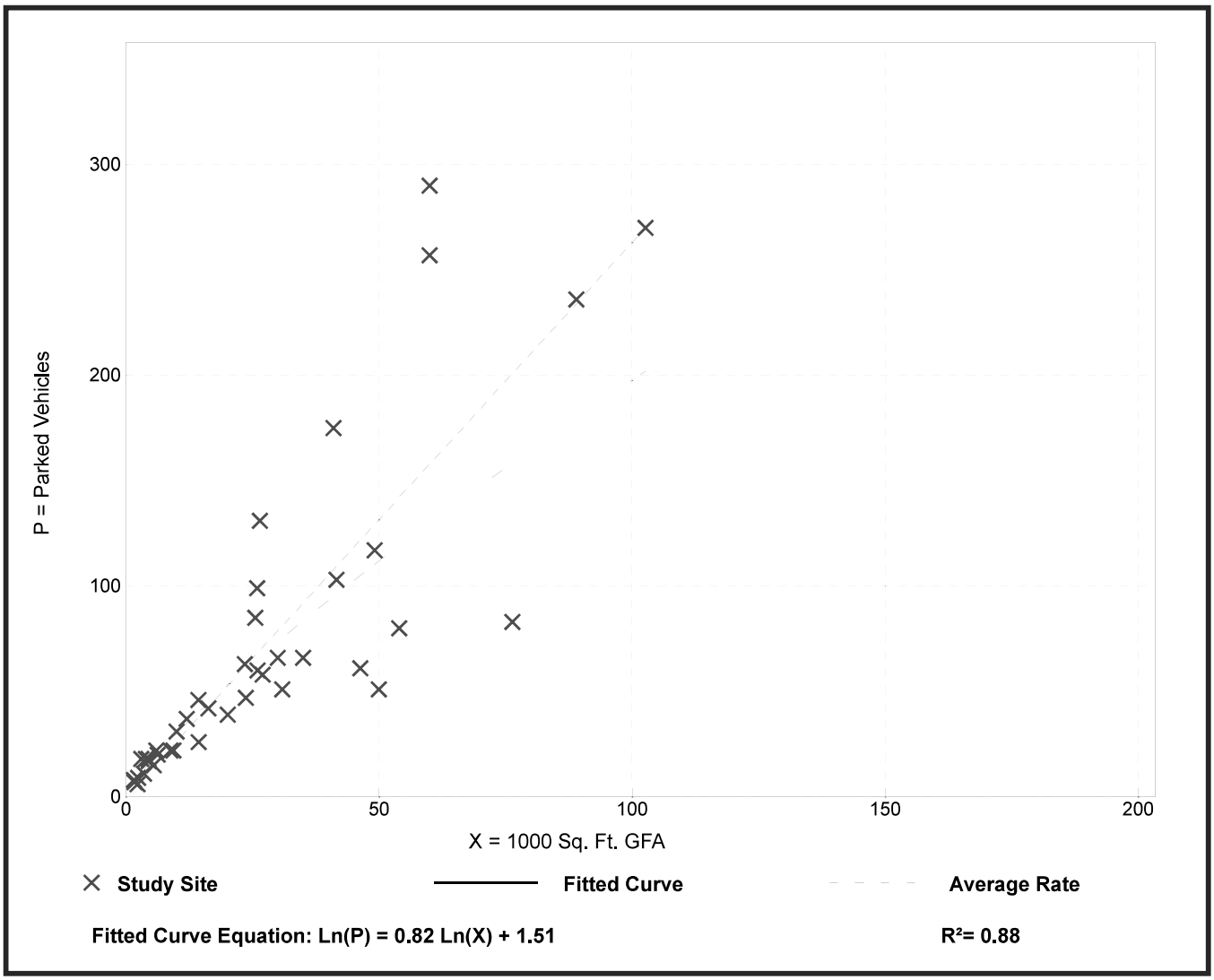
Medical-Dental Office Building - Standalone
(720)

Peak Period Parking Demand vs: **1000 Sq. Ft. GFA**
On a: **Weekday (Monday - Friday)**
Setting/Location: **General Urban/Suburban**
Number of Studies: 41
Avg. 1000 Sq. Ft. GFA: 27

Peak Period Parking Demand per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	33rd / 85th Percentile	95% Confidence Interval	Standard Deviation (Coeff. of Variation)
2.63	1.02 - 5.97	2.38 / 4.28	2.28 - 2.98	1.15 (44%)

Data Plot and Equation



Parking Generation Manual, 6th Edition ● Institute of Transportation Engineers

Proposed Site Development Trip Generation and Distribution

Project: 8100 Twin Oaks Medical Centre Addition

Site: Windsor, Ontario

ITE Peak Period Parking Demand collected on a: Weekday

Assumed Land Use (1): Medical-Dental Office Building - ITE No. 720

Peak Period Parking Demand vs.: 1,000 Sq. Ft. GFA

Weekday: 2.63 = Average Rate

Assumed Land Use (1): Medical-Dental Office Building - ITE No. 720		
	1,000 Sq. Ft. GFA	**Parking Required**
Weekday	14.016	37

Proposed Site Development Trip Generation and Distribution

Project: 8100 Twin Oaks Medical Centre Existing Buildings

Site: Windsor, Ontario

ITE Peak Period Parking Demand collected on a: Weekday

Assumed Land Use (1): Medical-Dental Office Building - ITE No. 720

Peak Period Parking Demand vs.: 1,000 Sq. Ft. GFA

Weekday: 2.63 = Average Rate

Assumed Land Use (1): Medical-Dental Office Building - ITE No. 720		
	1,000 Sq. Ft. GFA	**Parking Required**
Weekday	20.398	54




VRC
Victory Reproductive Care


VRC
Victory Reproductive Care


VRC
Victory Reproductive Care


VRC
Valley Reproductive Care





architectural design associates inc. architect
1670 Mercer St.
Windsor | Ontario
N8X 3P7
Tel 519.254.3430
ada-architect.ca

April 2, 2025

Open House Report

Re: Stage 2 Planning Consultation Application
(7900 Anchor Drive / 8100 Twin Oaks Drive)
Applicant – Preview Imaging Inc.

To Whom it May Concern:

Architectural Design Associates Inc. Architect (ADA) was retained to organize a public open house in preparation for the submission of a Stage 2 Planning Consultation Application (PC2), on behalf of the Applicant, Preview Imaging Inc. (Wendy Victory).

The open house was held at 8100 Twin Oaks Drive Howard Avenue), at the subject site. The open house was held between 5:30PM and 7:00PM on Wednesday, March 6th, 2025. A copy of the notice provided to nearby property owners can be found in **Appendix A**. The sign-in sheet provided for nearby property owners can be found in **Appendix B**. Also in attendance were the following:

- Wendy Victory – Business Manager and Applicant
- Dr. Rahi Victory – OBGYN, Reproductive Endocrinology and Infertility Specialist
- Mara Menard – Office Manager, Preview Imaging
- Tony Chau – ADA Representative
- Alexandra Scott – ADA Representative
- Brian Ngata – City of Windsor Representative

During the open house, conceptual architectural packages and enlarged display boards were available for nearby property owners to review. A copy of the conceptual packages can be found in **Appendix C**. Additionally, copies of the parking study prepared for this application were available for nearby property owners to review. A copy of this report can be found in **Appendix D**.

Summary of Comments

Neighbouring property owners were mostly concerned with a single item (not related to this application):

a) Vehicle access into Twin Oak Business Park
   - Concern: Frank Abbruzzese, CEO and President of Alphakor Group located at 7800 Twin Oaks Drive, expressed concern and frustration of the closure of The service road that ran parallel to the south side of EC Row that connected to

Banwell Road. The closure of this road results in a single access road, Twin Oaks Drive to Lauzon Parkway. This causes heavy traffic issues at certain times of the day, i.e. when businesses close for the day or shift changes occurs resulting in long wait times to enter and exit the business park.

Response: The City of Windsor is aware of this situation and studying the area for possible improvements to alleviate the issues identified by businesses and the public in the Twin Oaks Business Park.

As the clientele that would be travelling to the property will be coming for very specific and specialized obstetrics and fertility treatments by appointment only during business hours, it is not anticipated that this development will add to the existing traffic issues at peak times. This will not be a drop-in clinic for general medical treatment and therefore will not increase traffic volume to the business park.

Should you have any questions on the above or the enclosed, please do not hesitate to contact us.

Written by:



Tony Chau
Senior Project Manager

Wednesday, March 5th, 2025

RE: PUBLIC CONSULTATION MEETING

PROPOSED RE-DEVELOPMENT – 8100 Twin Oaks Drive and 7900 Anchor Drive

Dear Neighboring Property Owner or Resident:

I am the owner of the properties located at 8100 Twin Oaks Drive and 7900 Anchor Drive, bounded by Twin Oaks Drive and Anchor Drive (more specifically shown by the attached map).

I am looking to consolidate the two properties into a single property, as well as construct a new addition to join the two existing buildings. Additionally, I plan to construct second storeys in both of the existing buildings to better service existing and future businesses.

This property is currently zoned as Manufacturing District 2.4; I am proposing that this zoning designation be maintained, but with the addition of a site-specific provision to approve the existing number of parking spaces, accessible spaces, loading spaces, and total gross floor area of the development (existing and new).

As such, I am in the process of completing a Zoning Bylaw Amendment (ZBA) application; prior to applying to the City of Windsor Planning Department, I would like to take the opportunity to share the proposal in more detail with you.

The purpose of this meeting is to provide a discussion for the applicant and surrounding property owners/residents to review the proposal and to identify any issues so that they may be considered before a ZBA application is submitted to the City. This meeting gives you the opportunity to share with me any concerns or feedback regarding the planned development. My architectural team and I will gather your comments for consideration and incorporate them into the development where possible, feasible and appropriate.

You are invited to attend the meeting on:

Wednesday, March 5th, 2025 between 5:30PM and 7:00PM, at 8100 Twin Oaks Drive

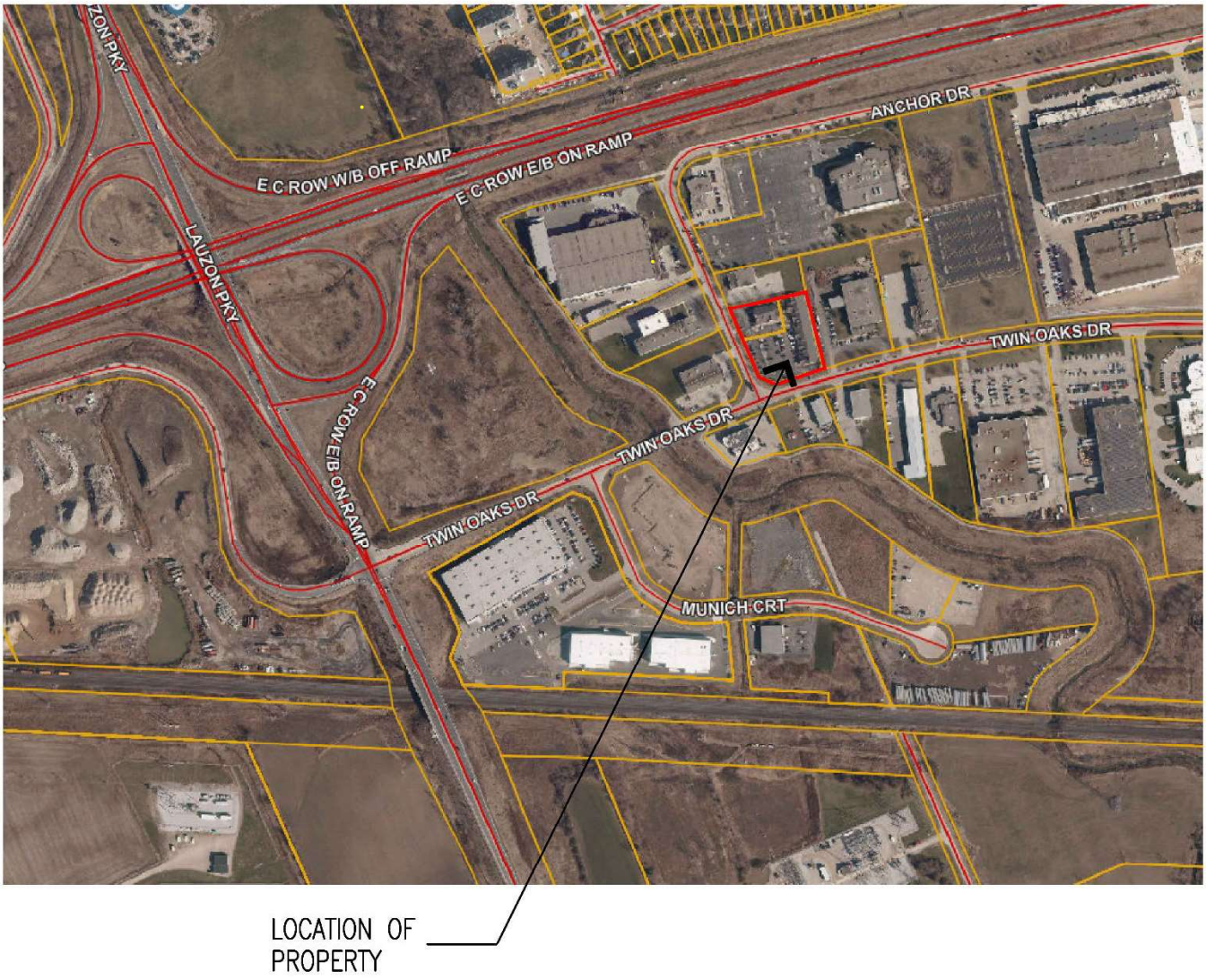
Please note this meeting will be an informational meeting based on preliminary development plans, which may be altered prior to final submittal of the application to the City. However, these plans were developed to give the public a realistic understanding of the look and scale of this development. I look forward to discussing this proposal with you in detail. Complimentary refreshments will also be provided.

Sincerely,

Wendy Victory

Preview Imaging Inc.

Location Map



Appendix B: Open House Sign-In Sheet

7900 ANCHOR DRIVE & 8100 TWIN OAKS DRIVE.

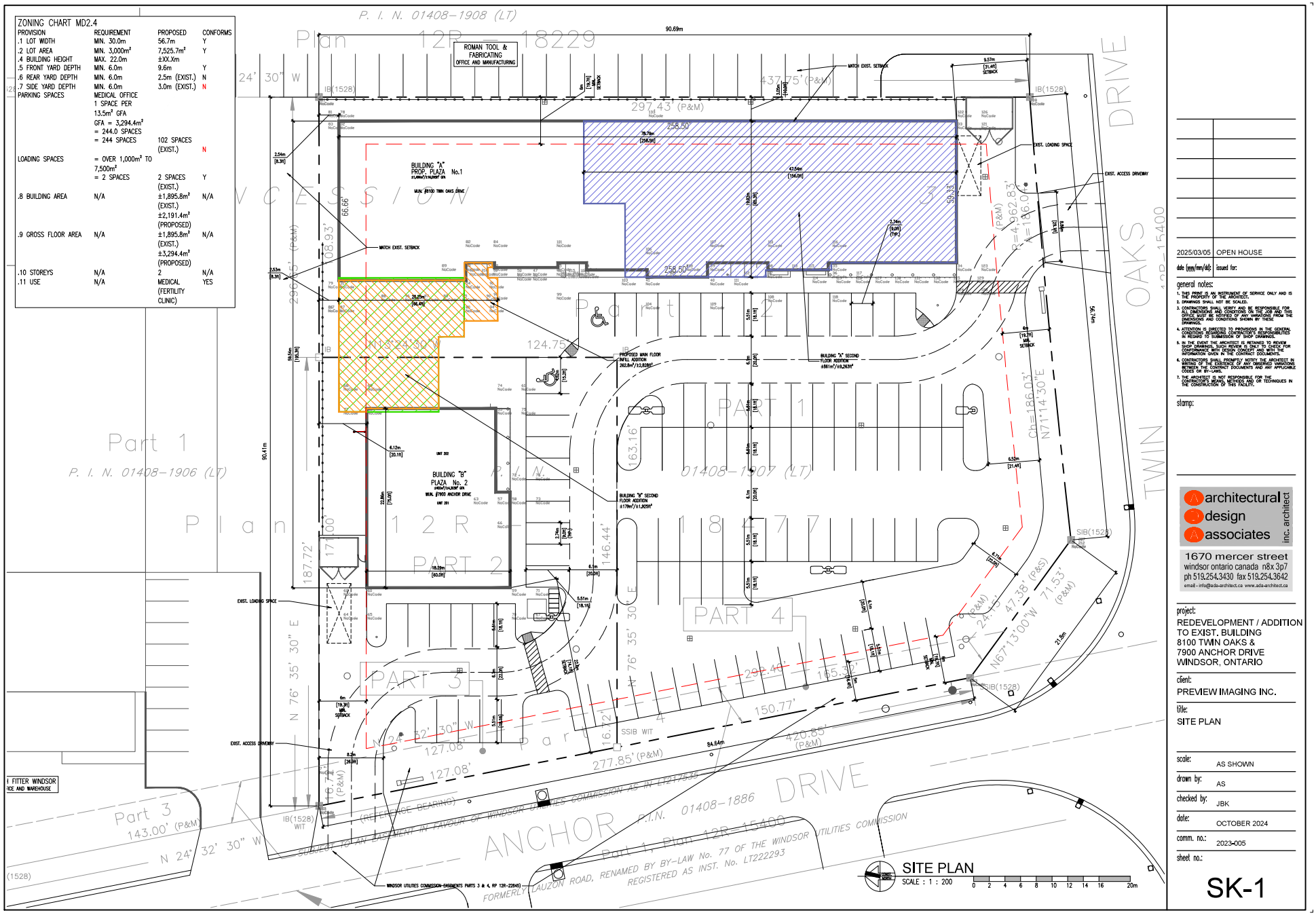
architectural design associates inc. architect
1670 Mercer St.
Windsor | Ontario
N8X 3P7
Tel 519.254.3430
ada-architect.ca

Public Consultation Sign-in Sheet

Date: MARCH 5/2025 5:30-7:00PM

Address	Name(s)		Sign-In
8165 ANCHOR DR	ANOBILE ENTERPRISES CORP		
8165 ANCHOR DR	ALLIANCE ANCHOR MANAGEMENT I		
9055 TWIN OAKS DR	WINDSOR REALTY CO INC		
7800 TWIN OAKES DR	1583949 ONTARIO INC	FRANK ABBRUZZESE	
6555 MALDEN RD	MARIAN EMMA MORRONE		
8555 TWIN OAKS DR	MASSE DEVELOPMENT INC		
12411 JASPER	ECOTEMP MANUFACTURING INC		
8677 ANCHOR DR P O BOX 1606	GREEN SHIELD CANADA		
3235 ELECTRICITY DR UNIT D	A D E DEVELOPMENT & LEASING COR		
271 RUSSELL WOODS DR	13285880 CANADA INC		
150 EXETER RD 22	CURRIECO HOLDINGS INC		
8300 TWIN OAKS DR	1839550 ONTARIO INC		
6800 CINTAS BLVD	CINTAS CANADA LIMITED		
8605 TWIN OAKS DR	KELNET INC		
310 CROFT DR SUITE 100	ECO WORKSPACE INC		
8100 TWIN OAKS DR	PREVIEW IMAGING INC		
5355 BRENDAN LANE	2470051 ONTARIO INC		
2351 CLEARWATER AVE	2448899 ONTARIO INC.		
8677 ANCHOR DR	GREEN SHIELD CANADA		
1929 SHAWNEE RD	1974464 ONTARIO LIMITED		

Appendix C: Conceptual Architectural Package



2025/03/05 | OPEN HOUSE
dde (yyy/mm/dd): | issued for:

general notes:

1. THIS PRINT IS AN INSTRUMENT OF SERVICE ONLY AND IS THE PROPERTY OF THE ARCHITECT.
2. DRAWINGS SHALL NOT BE SCALED.
3. CONTRACTORS SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND CONDITIONS ON THE JOB AND THIS OFFICE MUST BE NOTIFIED OF ANY VARIATIONS FROM THE DIMENSIONS AND CONDITIONS SHOWN BY THESE DRAWINGS.
4. ATTENTION IS DIRECTED TO PROVISIONS IN THE GENERAL CONDITIONS REGARDING CONTRACTOR'S RESPONSIBILITIES IN REGARD TO SUBMISSION OF SHOP DRAWINGS.
5. IN THE EVENT THE ARCHITECT IS RETAINED TO REVIEW SHOP DRAWINGS, SUCH REVIEW SHALL BE ONLY FOR CONFORMANCE WITH THE DESIGN CONCEPT AND FOR INFORMATION GIVEN IN THE CONTRACT DOCUMENTS.
6. CONTRACTORS SHALL REPORT TO THE ARCHITECT IN WRITING OF THE EXISTENCE OF ANY CLAIMED CONDITIONS BETWEEN THE CONTRACT DOCUMENTS AND ANY APPLICABLE CODES OR BY-LAWS.
7. THE ARCHITECT IS NOT RESPONSIBLE FOR THE CONTRACTOR'S MEANS, METHODS AND OR TECHNIQUES IN THE CONSTRUCTION OF THIS FACILITY.

stamp:

architectural design associates inc. architect
1670 mercer street
windsor ontario canada n8x 3p7
ph 519.254.3430 fax 519.254.3642
email - info@ada-architect.ca www.ada-architect.ca

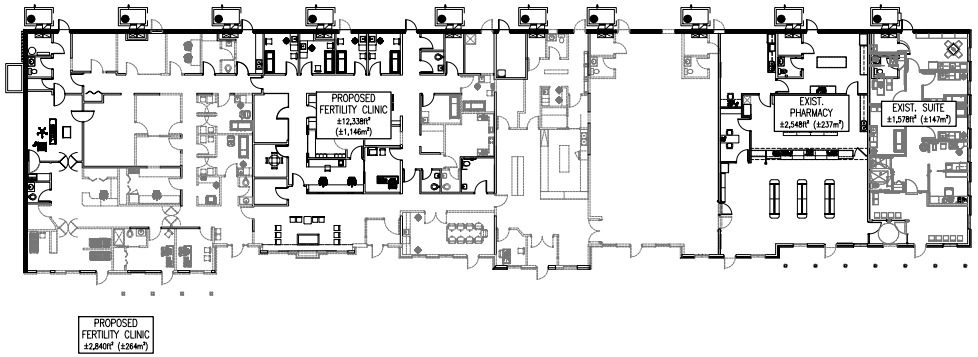
project:
REDEVELOPMENT / ADDITION TO EXIST. BUILDING
8100 TWIN OAKS &
7900 ANCHOR DRIVE
WINDSOR, ONTARIO

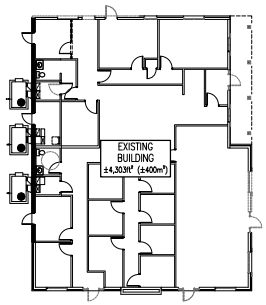
client:
PREVIEW IMAGING INC.

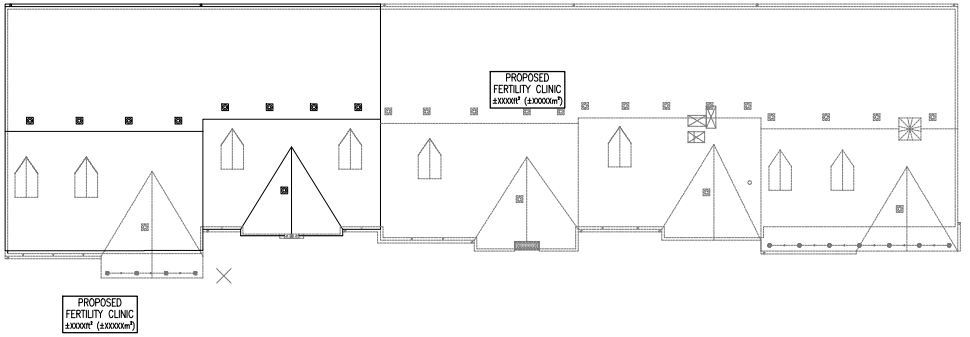
title:
SITE PLAN

scale: AS SHOWN
drawn by: AS
checked by: JBK
date: OCTOBER 2024
comm. no.: 2023-005
sheet no.:

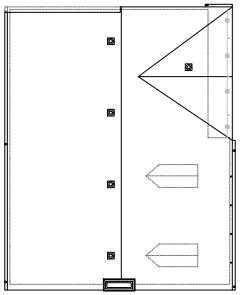
SK-1







FLOOR PLAN
SCALE : 1/16" = 1'-0" 0 4 8 16 24 48 FEET



FLOOR PLAN
SCALE : 1/16" = 1'-0" 0 4 8 16 24 48 FEET

XXXX/XX/XX	XXXXX

date (yyyy/mm/dd): issued for:

general notes:

1. THIS PRINT IS AN INSTRUMENT OF SERVICE ONLY AND IS THE PROPERTY OF THE ARCHITECT.
2. DRAWINGS SHALL NOT BE SCALED.
3. CONTRACTORS SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND CONDITIONS ON THE JOB AND THIS OFFICE MUST BE NOTIFIED OF ANY VARIATIONS FROM THE DIMENSIONS AND CONDITIONS SHOWN BY THESE DRAWINGS.
4. ATTENTION IS DIRECTED TO PROVISIONS IN THE GENERAL CONDITIONS REGARDING CONTRACTOR'S RESPONSIBILITIES IN REGARD TO SUBMISSION OF SHOP DRAWINGS.
5. IN THE EVENT THE ARCHITECT IS RETAINED TO REVIEW SHOP DRAWINGS, HE WILL REVIEW ONLY FOR GENERAL CONFORMANCE WITH DESIGN CONCEPT AND WITH THE INFORMATION GIVEN IN THE CONTRACT DOCUMENTS.
6. CONTRACTORS SHALL PROMPTLY NOTIFY THE ARCHITECT IN WRITING OF THE EXISTENCE OF ANY OBSERVED VARIATIONS BETWEEN THE CONTRACT DOCUMENTS AND ANY APPLICABLE CODES OR BY-LAWS.
7. THE ARCHITECT IS NOT RESPONSIBLE FOR THE CONTRACTOR'S MEANS, METHODS AND OR TECHNIQUES IN THE CONSTRUCTION OF THIS FACILITY.

stamp:

architectural design associates inc. architect
1670 mercer street
windsor ontario canada n8x 3p7
ph 519.254.3430 fax 519.254.3642
email - info@ada-architect.ca www.ada-architect.ca

project:
REDEVELOPMENT / ADDITION TO EXIST. BUILDING
8100 TWIN OAKS &
7900 ANCHOR DRIVE
WINDSOR, ONTARIO

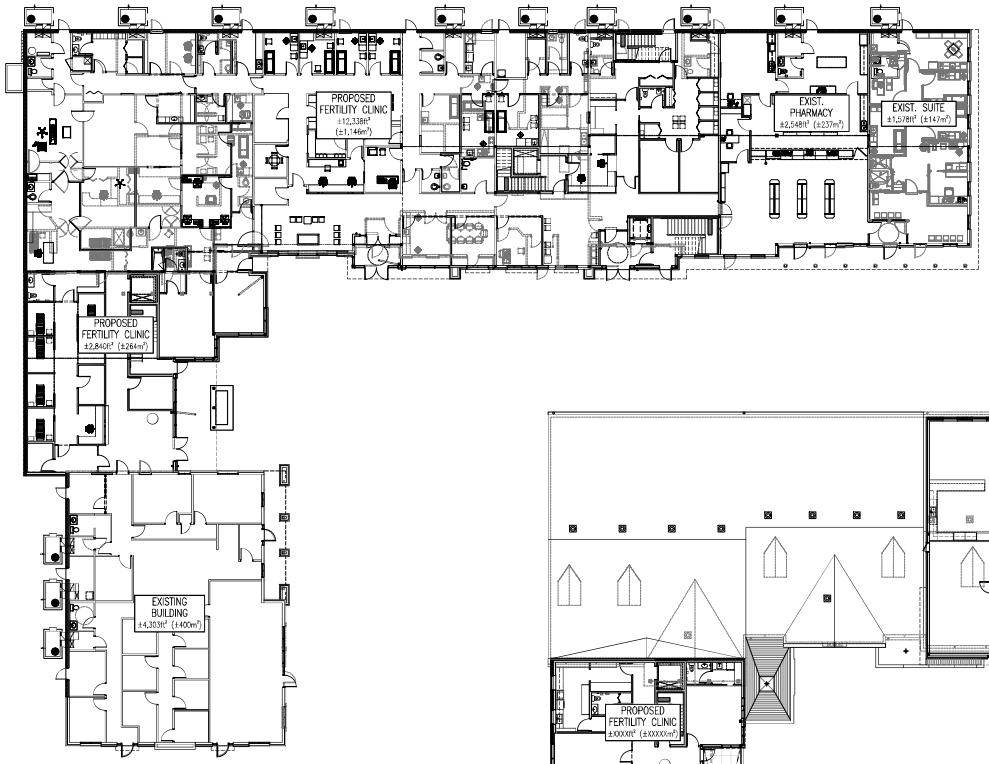
client:
PREVIEW IMAGING INC.

title:
EXISTING FLOOR PLANS

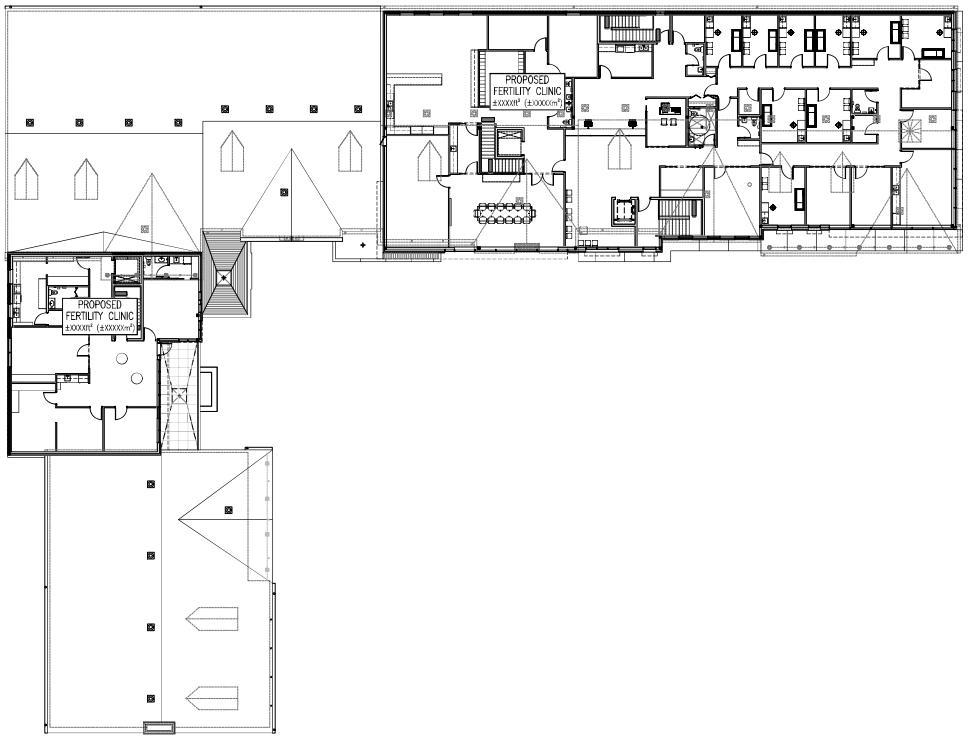
scale:	AS SHOWN
drawn by:	AS
checked by:	JBK
date:	OCTOBER 2024
comm. no.:	2023-005

sheet no.:

SK-2



FLOOR PLAN
SCALE : 1/16" = 1'-0" 0 4 8 16 24 48 FEET



FLOOR PLAN
SCALE : 1/16" = 1'-0" 0 4 8 16 24 48 FEET

XXXX/XX/XX	XXXXX
date (yyyy/mm/dd)	issued for:

general notes:

1. THIS PRINT IS AN INSTRUMENT OF SERVICE ONLY AND IS THE PROPERTY OF THE ARCHITECT.
2. DRAWINGS SHALL NOT BE SCALED.
3. CONTRACTORS SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND CONDITIONS ON THE JOB AND THIS OFFICE MUST BE NOTIFIED OF ANY VARIATIONS FROM THE DIMENSIONS AND CONDITIONS SHOWN BY THESE DRAWINGS.
4. ATTENTION IS DIRECTED TO PROVISIONS IN THE GENERAL CONDITIONS REGARDING CONTRACTOR'S RESPONSIBILITIES IN REGARD TO SUBMISSION OF SHOP DRAWINGS.
5. IN THE EVENT THE ARCHITECT IS RETAINED TO REVIEW SHOP DRAWINGS, HE WILL REVIEW ONLY FOR GENERAL CONFORMANCE WITH DESIGN CONCEPT AND WITH THE INFORMATION GIVEN IN THE CONTRACT DOCUMENTS.
6. CONTRACTORS SHALL PROMPTLY NOTIFY THE ARCHITECT IN WRITING OF THE EXISTENCE OF ANY OBSERVED VARIATIONS BETWEEN THE CONTRACT DOCUMENTS AND ANY APPLICABLE CODES OR BY-LAWS.
7. THE ARCHITECT IS NOT RESPONSIBLE FOR THE CONTRACTOR'S MEANS, METHODS AND OF TECHNIQUES IN THE CONSTRUCTION OF THIS FACILITY.

stamp:

architectural design associates inc. architect
1670 mercer street
windsor ontario canada n8x 3p7
ph 519.254.3430 fax 519.254.3642
email - info@ada-architect.ca www.ada-architect.ca

project:
REDEVELOPMENT / ADDITION TO EXIST. BUILDING
8100 TWIN OAKS &
7900 ANCHOR DRIVE
WINDSOR, ONTARIO

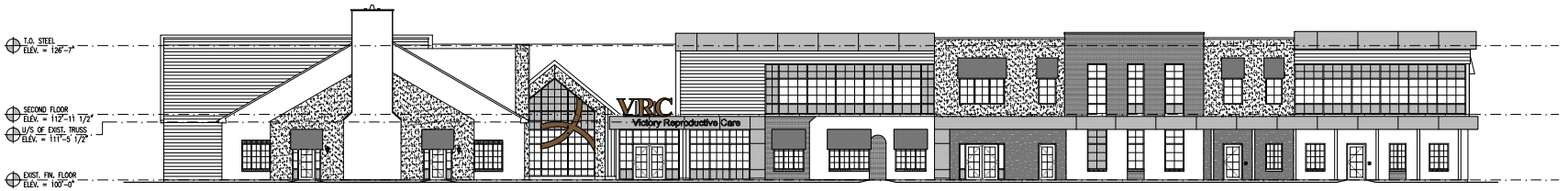
client:
PREVIEW IMAGING INC.

title:
PROPOSED FLOOR PLANS

scale:	AS SHOWN
drawn by:	AS
checked by:	JBK
date:	OCTOBER 2024
comm. no.:	2023-005

sheet no.:

SK-3



WEST ELEVATION
SCALE : 3/32" = 1'-0" 0 2 4 8 16 32 FEET



EAST ELEVATION
SCALE : 3/32" = 1'-0" 0 2 4 8 16 32 FEET



SOUTH ELEVATION
SCALE : 3/32" = 1'-0" 0 2 4 8 16 32 FEET

XXXX/XX/XX | XXXXX
date (yyy/mm/dd): | issued for:

general notes:

1. THIS PRINT IS AN INSTRUMENT OF SERVICE ONLY AND IS THE PROPERTY OF THE ARCHITECT.
2. DRAWINGS SHALL NOT BE SCALED.
3. CONTRACTORS SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND CONDITIONS ON THE JOB AND THIS OFFICE MUST BE NOTIFIED OF ANY VARIATIONS FROM THE DIMENSIONS AND CONDITIONS SHOWN BY THESE DRAWINGS.
4. ATTENTION IS DIRECTED TO PROVISIONS IN THE GENERAL CONDITIONS REGARDING CONTRACTOR'S RESPONSIBILITIES IN REGARD TO SUBMISSION OF SHOP DRAWINGS.
5. IN THE EVENT THE ARCHITECT IS RETAINED TO REVIEW SHOP DRAWINGS, HE WILL REVIEW ONLY FOR GENERAL CONFORMANCE WITH DESIGN CONCEPT AND WITH THE INFORMATION GIVEN IN THE CONTRACT DOCUMENTS.
6. CONTRACTORS SHALL PROMPTLY NOTIFY THE ARCHITECT IN WRITING OF THE EXISTENCE OF ANY OBSERVED VARIATIONS BETWEEN THE CONTRACT DOCUMENTS AND ANY APPLICABLE CODES OR BY-LAWS.
7. THE ARCHITECT IS NOT RESPONSIBLE FOR THE CONTRACTOR'S MEANS, METHODS AND OR TECHNIQUES IN THE CONSTRUCTION OF THIS FACILITY.

stamp:

architectural design associates inc. architect
1670 mercer street
windsor ontario canada n8x 3p7
ph 519.254.3430 fax 519.254.3642
email - info@ada-architect.ca www.ada-architect.ca

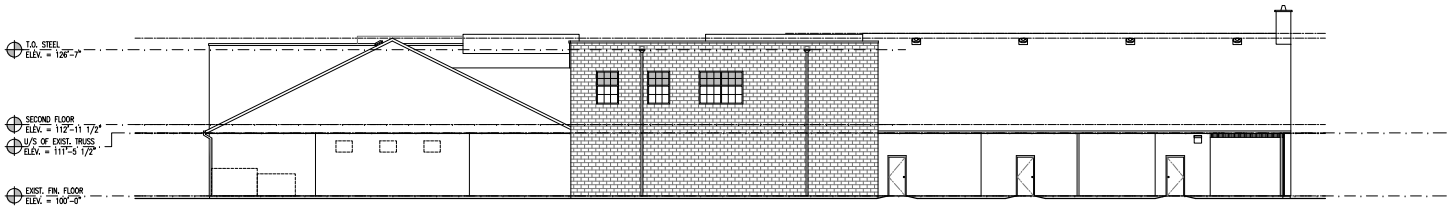
project:
REDEVELOPMENT / ADDITION TO EXIST. BUILDING
8100 TWIN OAKS &
7900 ANCHOR DRIVE
WINDSOR, ONTARIO

client:
PREVIEW IMAGING INC.

title:
ELEVATIONS

scale: AS SHOWN
drawn by: AS
checked by: JBK
date: OCTOBER 2024
comm. no.: 2023-005
sheet no.:

SK-4



NORTH ELEVATION
SCALE : 3/32" = 1'-0" 0 2 4 8 16 32 FEET



PARTIAL WEST ELEVATION
SCALE : 3/32" = 1'-0" 0 2 4 8 16 32 FEET

PARTIAL SOUTH ELEVATION
SCALE : 3/32" = 1'-0" 0 2 4 8 16 32 FEET

PARTIAL EAST ELEVATION
SCALE : 3/32" = 1'-0" 0 2 4 8 16 32 FEET

XXXX/XX/XX | XXXXX
date (yyyy/mm/dd): | issued for:

general notes:

1. THIS PRINT IS AN INSTRUMENT OF SERVICE ONLY AND IS THE PROPERTY OF THE ARCHITECT.
2. DRAWINGS SHALL NOT BE SCALED.
3. CONTRACTORS SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND CONDITIONS ON THE JOB AND THIS OFFICE MUST BE NOTIFIED OF ANY VARIATIONS FROM THE DIMENSIONS AND CONDITIONS SHOWN BY THESE DRAWINGS.
4. ATTENTION IS DIRECTED TO PROVISIONS IN THE GENERAL CONDITIONS REGARDING CONTRACTOR'S RESPONSIBILITIES IN REGARD TO SUBMISSION OF SHOP DRAWINGS.
5. IN THE EVENT THE ARCHITECT IS RETAINED TO REVIEW SHOP DRAWINGS, HE WILL REVIEW ONLY FOR GENERAL CONFORMANCE WITH DESIGN CONCEPT AND WITH THE INFORMATION GIVEN IN THE CONTRACT DOCUMENTS.
6. CONTRACTORS SHALL PROMPTLY NOTIFY THE ARCHITECT IN WRITING OF THE EXISTENCE OF ANY OBSERVED VARIATIONS BETWEEN THE CONTRACT DOCUMENTS AND ANY APPLICABLE CODES OR BY-LAWS.
7. THE ARCHITECT IS NOT RESPONSIBLE FOR THE CONTRACTOR'S MEANS, METHODS AND OR TECHNIQUES IN THE CONSTRUCTION OF THIS FACILITY.

stamp:

architectural design associates inc. architect
1670 mercer street
windsor ontario canada n8x 3p7
ph 519.254.3430 fax 519.254.3642
email - info@ada-architect.ca www.ada-architect.ca

project:
REDEVELOPMENT / ADDITION TO EXIST. BUILDING
8100 TWIN OAKS &
7900 ANCHOR DRIVE
WINDSOR, ONTARIO

client:
PREVIEW IMAGING INC.

title:
ELEVATIONS

scale: AS SHOWN
drawn by: AS
checked by: JBK
date: OCTOBER 2024
comm. no.: 2023-005
sheet no.:

SK-5









XXXXXXXXX	XXXXX
date (yyyy/mm/dd):	issued for:

general notes:

1. THIS PRINT IS AN INSTRUMENT OF SERVICE ONLY AND IS THE PROPERTY OF THE ARCHITECT.
2. DRAWINGS SHALL NOT BE SCALED.
3. CONTRACTORS SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND CONDITIONS ON THE JOB. THIS SUN OF ARCHITECT IS NOT RESPONSIBLE FOR ANY VARIATIONS FROM THE DIMENSIONS AND CONDITIONS SHOWN BY THESE DRAWINGS.
4. ATTENTION IS DIRECTED TO PROVISIONS IN THE GENERAL CONDITIONS REGARDING CONTRACTOR'S RESPONSIBILITIES IN REGARD TO SUBMISSION OF SHOP DRAWINGS.
5. IN THE EVENT THE ARCHITECT IS RETAINED TO REVIEW SHOP DRAWINGS, SUCH REVIEW IS ONLY TO CHECK FOR CONFORMANCE WITH DESIGN CONCEPT AND WITH THE INFORMATION GIVEN IN THE CONTRACT DOCUMENTS.
6. CONTRACTORS SHALL PROMPTLY NOTIFY THE ARCHITECT IN WRITING OF ANY DISCREPANCY OR INCONSISTENCY BETWEEN THE CONTRACT DOCUMENTS AND ANY APPLICABLE CODES OR BY-LAWS.
7. THE ARCHITECT IS NOT RESPONSIBLE FOR THE CONTRACTOR'S MEANS, METHODS AND OR TECHNIQUES IN THE CONSTRUCTION OF THIS FACILITY.

stamp:

architectural design associates inc. architect
1670 mercer street
windsor ontario canada n8x 3p7
ph 519.254.3430 fax 519.254.3642
email - info@ada-architect.ca www.ada-architect.ca

project:
REDEVELOPMENT / ADDITION
TO EXIST. BUILDING
8100 TWIN OAKS &
7900 ANCHOR DRIVE
WINDSOR, ONTARIO

client:
PREVIEW IMAGING INC.

title:
RENDERS

scale:	AS SHOWN
drawn by:	AS
checked by:	JBK
date:	OCTOBER 2024
comm. no.:	2023-005
sheet no.:	

SK-6









XXXX/XX/XX	XXXXX
date (yyyy/mm/dd):	issued for:

general notes:

1. THIS PRINT IS AN INSTRUMENT OF SERVICE ONLY AND IS THE PROPERTY OF THE ARCHITECT.
2. DRAWINGS SHALL NOT BE SCALED.
3. CONTRACTORS SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND CONDITIONS ON THE JOB AND THIS OFFICE MUST BE NOTIFIED OF ANY VARIATIONS FROM THE DIMENSIONS AND CONDITIONS SHOWN BY THESE DRAWINGS.
4. ATTENTION IS DIRECTED TO PROVISIONS IN THE GENERAL CONDITIONS REGARDING CONTRACTOR'S RESPONSIBILITIES IN REGARD TO SUBMISSION OF SHOP DRAWINGS.
5. IN THE EVENT THE ARCHITECT IS RETAINED TO REVIEW SHOP DRAWINGS, SAMPLES OR SIMILAR SUBMITTALS FOR CONFORMANCE WITH DESIGN CONCEPT AND WITH THE INFORMATION GIVEN IN THE CONTRACT DOCUMENTS.
6. CONTRACTORS SHALL PROMPTLY NOTIFY THE ARCHITECT IN WRITING OF THE EXISTENCE OF ANY OBSERVED VARIATIONS BETWEEN THE CONTRACT DOCUMENTS AND ANY APPLICABLE CODES OR BY-LAWS.
7. THE ARCHITECT IS NOT RESPONSIBLE FOR THE CONTRACTOR'S MEANS, METHODS AND OR TECHNIQUES IN THE CONSTRUCTION OF THIS FACILITY.

stamp:

architectural design associates inc. architect
1670 mercer street
windsor ontario canada n8x 3p7
ph 519.254.3430 fax 519.254.3642
email - info@ada-architect.ca www.ada-architect.ca

project:
REDEVELOPMENT / ADDITION TO EXIST. BUILDING
8100 TWIN OAKS &
7900 ANCHOR DRIVE
WINDSOR, ONTARIO

client:
PREVIEW IMAGING INC.

title:
RENDERS

scale:	AS SHOWN
drawn by:	AS
checked by:	JBK
date:	OCTOBER 2024
comm. no.:	2023-005
sheet no.:	

SK-7

Appendix D: Parking Study

8100 TWIN OAKS DRIVE MEDICAL DEVELOPMENT WINDSOR, ON

PARKING STUDY

Prepared by:

RC SPENCER ASSOCIATES INC.
Consulting Engineers
Windsor: 800 University Avenue W. - Windsor ON N9A 5R9
Leamington: 18 Talbot Street W. - Leamington ON N8H 1M4
Chatham-Kent: 49 Raleigh Street - Chatham ON N7M 2M6

File No.: 25-1718 January 2025

8100 TWIN OAKS DRIVE MEDICAL DEVELOPMENT, WINDSOR, ON

PARKING STUDY (JANUARY 2025)

Table of Contents

Introduction and Background 1

ITE Parking Generation Manual vs. Windsor Bylaw Requirements 1

Summary and Conclusions 2

Appendix A – Site Plan

Appendix B – ITE Parking Generation References

- Medical-Dental Office Building - Standalone
    - Per 1000 sq. ft. GFA

INTRODUCTION AND BACKGROUND

An addition is proposed for an existing medical plaza located at 8100 Twin Oaks Drive, in Windsor, Ontario. The subject property is located on the northeast corner of Twin Oaks Drive and Anchor Drive, south of the EC Row Expressway and east of Lauzon Road (County Road 117). Twin Oaks Drive is accessed via the arterial Lauzon Road.

The developer is proposing an infilling to the first floor (between the two existing buildings and two second floor additions). The existing building is comprised of 20,398 sq. ft. of medical offices; the proposed additions will add another 14,016 sq. ft. of additional medical offices. The complete facility will be approximately 34,414 sq. ft. in medical office area. The development is to be supplemented by the existing 102 parking spaces. The site plan is provided in **Appendix A**.

Current uses for the building include some separate tenant uses, which will no longer be the case; the expanded development will house one tenant for the entire building and site. Due to this change to a highly specialized medical use, patient access to the facility will be by appointment only (not a walk-in clinic); a very limited number of clients will be seen throughout normal business hours.

The City's zoning bylaw requires one parking space per 145 sq. ft. (13.5 sq. m.) of medical office space; this means that the medical facility requires a total of 244 parking spaces. The developer plans to retain the existing 102 parking spaces for the development. Since a variance is required to address the shortfall of 142 parking spaces, the anticipated peak parking demand needs to be evaluated with respect to the existing on-site parking supply and the existing parking demand for the current facility. Transportation Planning has indicated that they will accept the proposal if a parking study can sufficiently justify the reduction in required parking spaces. Therefore, the purpose of this study is to evaluate the anticipated peak parking demand versus the proposed on-site parking supply.

ITE PARKING GENERATION MANUAL VS. WINDSOR BYLAW REQUIREMENTS

The Institute of Transportation Engineers (ITE) Parking Generation Manual (6th Edition) reports parking demand studies and statistics from various land uses across North America. For a medical-dental office building (Land Use Code 720), which includes one or more tenants that provide diagnoses and outpatient care on a routine basis, parking demand can be estimated per 1,000 sq. ft. of gross floor area (GFA). As referenced in **Appendix B**, the ITE's average rate of 2.63 spaces per 1,000 sq. ft. GFA indicates a peak demand of 91 parked vehicles upon full build-out; however, the fitted curve equation indicates that 82 parking spaces is sufficient.

According to the ITE, the existing facility requires a minimum of 54 parking spaces, and the addition will require an additional 37 spaces; therefore, based on the provided metrics, it is the engineers' opinion that the theoretical peak parking demand should not exceed the proposed on-site parking supply of 102 spaces. A potential surplus of 11 to 20 spaces may be observed post-buildout.

To be as accurate a possible, a parking utilization study of the existing facilities was conducted. Although the client base, number of tenants, and medical purpose of the facility will be changing, it was determined that this exercise could provide context-specific information regarding the future parking demands (relative to the current demands). Hourly counts were performed on 14 January 2025 to determine the current peak parking demand. The following table indicates the parking supply / demand for a regular weekday.

TABLE 1: PARKING UTILIZATION STUDY - 8100 TWIN OAKS DRIVE, WINDSOR, ON

Date: 14 January 2025

Scenario	8100 Twin Oaks Drive, Windsor																				
	Parking Type																				Total
	General (G): 100 Accessible (A): 2																				102
	8:00 a.m.		9:00 a.m.		10:00 a.m.		11:00 a.m.		12:00 p.m.		1:00 p.m.		2:00 p.m.		3:00 p.m.		4:00 p.m.		5:00 p.m.		Max % Usage
	G	A	G	A	G	A	G	A	G	A	G	A	G	A	G	A	G	A	G	A	
Weekday	14	0	36	1	41	1	38	0	40	0	24	0	35	0	39	1	33	1	19	0	41.18%

At 10:00am, maximum utilization was observed for the current facility; a total of 42 vehicles utilized the parking lot, occupying about 41% of the existing 102 parking spaces (and leaving a minimum of 60 spaces unoccupied throughout the day). This observed demand is 12 vehicles less than the ITE Parking Generation Manual's estimate of 54 required spaces for the existing square footage. Also, only one of the two accessible spaces was occupied at any given time. Accordingly, an excess of 60 or more available spaces should more than satisfy the demands for the medical addition (which requires at least 37 spaces).

Although Windsor Transit Route 518X passes through the EC Row Expressway and Lauzon Road interchange, there are no stops within 1 km of the site; therefore, it is unlikely that any patients would utilize public transportation to attend the site. Likewise, no active transportation facilities (sidewalks and dedicated bicycle lanes) are provided within the study area. There are no residences in this commercial / industrial area, and no on-street parking is permitted on Twin Oaks Drive or Anchor Drive.

Inc conclusion, it is the engineers' opinion that the 102 existing on-site parking spaces will sufficiently accommodate the peak parking demand generated by the post-buildout conditions.

SUMMARY AND CONCLUSIONS

An addition is proposed for an existing medical plaza located at 8100 Twin Oaks Drive, in Windsor, Ontario. The subject property is located on the northeast corner of Twin Oaks Drive and Anchor Drive, south of the EC Row Expressway and east of Lauzon Road (County Road 117). Twin Oaks Drive is accessed via the arterial Lauzon Road.

The developer is proposing an infilling to the first floor (between the two existing buildings and two second floor additions). The complete facility will accommodate approximately 34,414 sq. ft. of medical office area; the developer proposed that the post-buildout peak parking demand be supplemented by the existing 102 parking spaces.

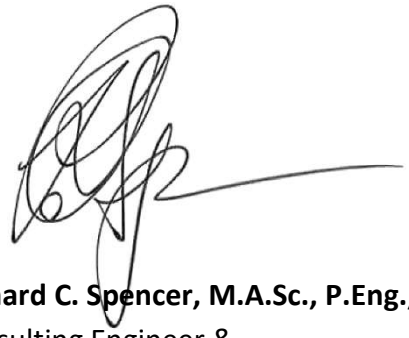
The City's zoning bylaw requires one parking space per 145 sq. ft. (13.5 sq. m.) of medical office space; the ITE Parking Generation Manual (6th Edition) references suggest that a minimum parking supply of 82 or 91 spaces could accommodate the subject development's full build-out. Based on a supplementary on-site parking utilization study, a maximum of 42 spaces, or about 41% of the existing parking supply, was utilized at any given time throughout a normal weekday (leaving a minimum of 60 vacant spaces).

Accordingly, it is the engineers' opinion that the 102 existing on-site parking spaces will sufficiently accommodate the peak parking demand generated by the current and proposed medical office facilities.

All of which is respectfully submitted,

RC Spencer Associates Inc.





Aaron D. Blata, M.Eng., P.Eng., PTOE, RSP1
Consulting Engineer, Road Safety Professional &
Professional Traffic Operations Engineer
Associate / Leamington Office Manager

Richard C. Spencer, M.A.Sc., P.Eng., PE
Consulting Engineer &
Fellow ITE Member
President / Windsor Office Manager



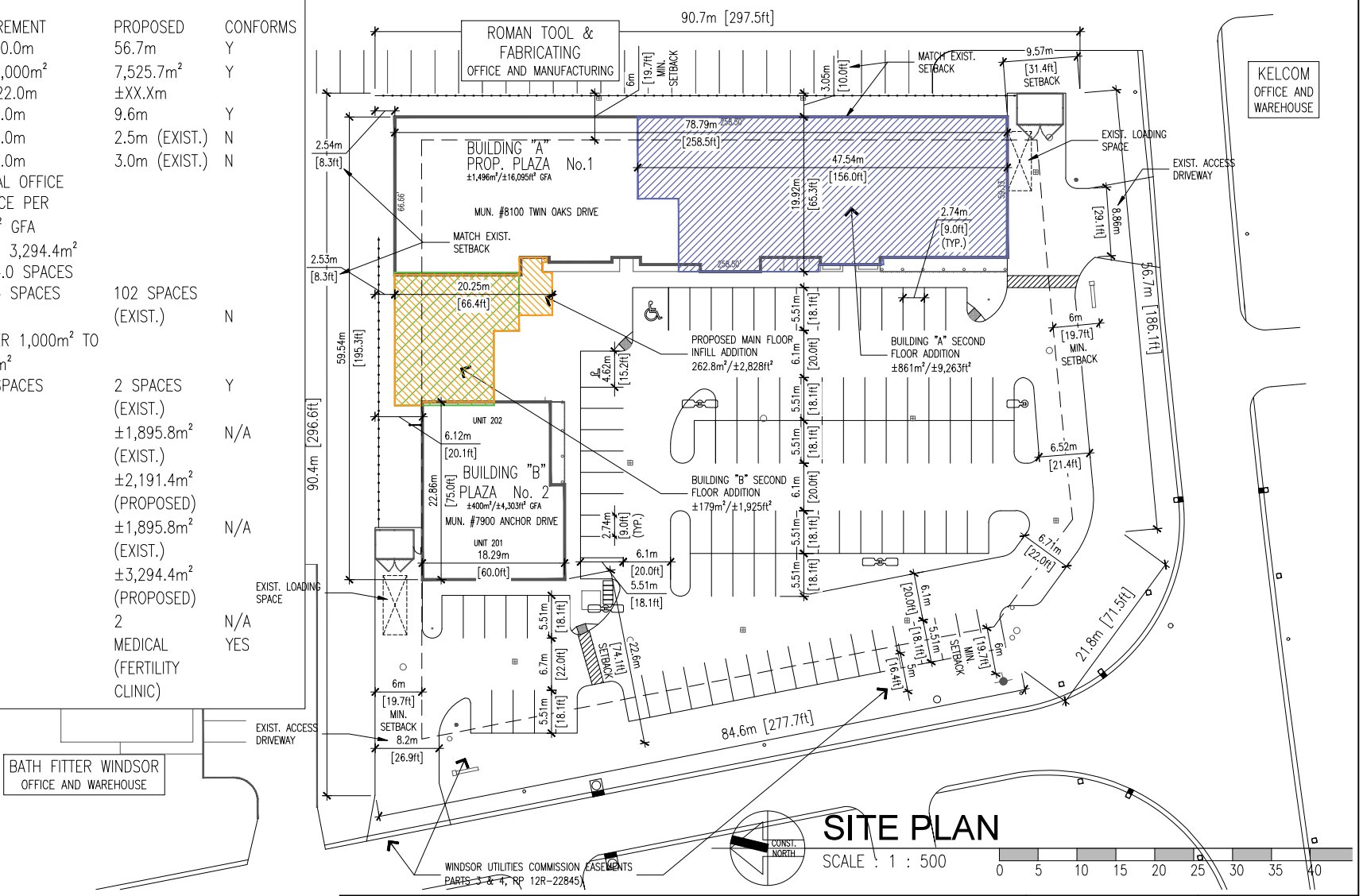


Appendix A

SITE PLAN

ZONING CHART MD2.4

PROVISION	REQUIREMENT	PROPOSED	CONFORMS
.1 LOT WIDTH	MIN. 30.0m	56.7m	Y
.2 LOT AREA	MIN. 3,000m²	7,525.7m²	Y
.4 BUILDING HEIGHT	MAX. 22.0m	±XX.Xm	
.5 FRONT YARD DEPTH	MIN. 6.0m	9.6m	Y
.6 REAR YARD DEPTH	MIN. 6.0m	2.5m (EXIST.)	N
.7 SIDE YARD DEPTH	MIN. 6.0m	3.0m (EXIST.)	N
PARKING SPACES	MEDICAL OFFICE 1 SPACE PER 13.5m² GFA GFA = 3,294.4m² = 244.0 SPACES = 244 SPACES	102 SPACES (EXIST.)	N
LOADING SPACES	= OVER 1,000m² TO 7,500m² = 2 SPACES	2 SPACES (EXIST.)	Y
BUILDING AREA	N/A	±1,895.8m² (EXIST.) ±2,191.4m² (PROPOSED)	N/A
GROSS FLOOR AREA	N/A	±1,895.8m² (EXIST.) ±3,294.4m² (PROPOSED)	N/A
.11 STOREYS	N/A	2	N/A
.1 USE	N/A	MEDICAL (FERTILITY CLINIC)	YES



SITE PLAN

SCALE : 1 : 500

0 5 10 15 20 25 30 35 40

architectural design associates inc. architect
1670 mercer street
windsor ontario canada n8x 3p7
ph 519.254.3430 fax 519.254.3642
email - info@ada-architect.ca www.ada-architect.ca

project: PROPOSED REDEVELOPMENT / ADDITION TO EXIST. PLAZA
8100 TWIN OAKS & 7900 ANCHOR DRIVE, WINDSOR, ONT.

client: PREVIEW IMAGING INC.

title: SITE PLAN

drawn by: TC

checked by: SMB / JBK / TC

date: JULY 2023

comm. no.: 2023-005

dwg. no.: A1.0a

Appendix B

ITE PARKING GENERATION MANUAL – 6TH EDITION REFERENCES

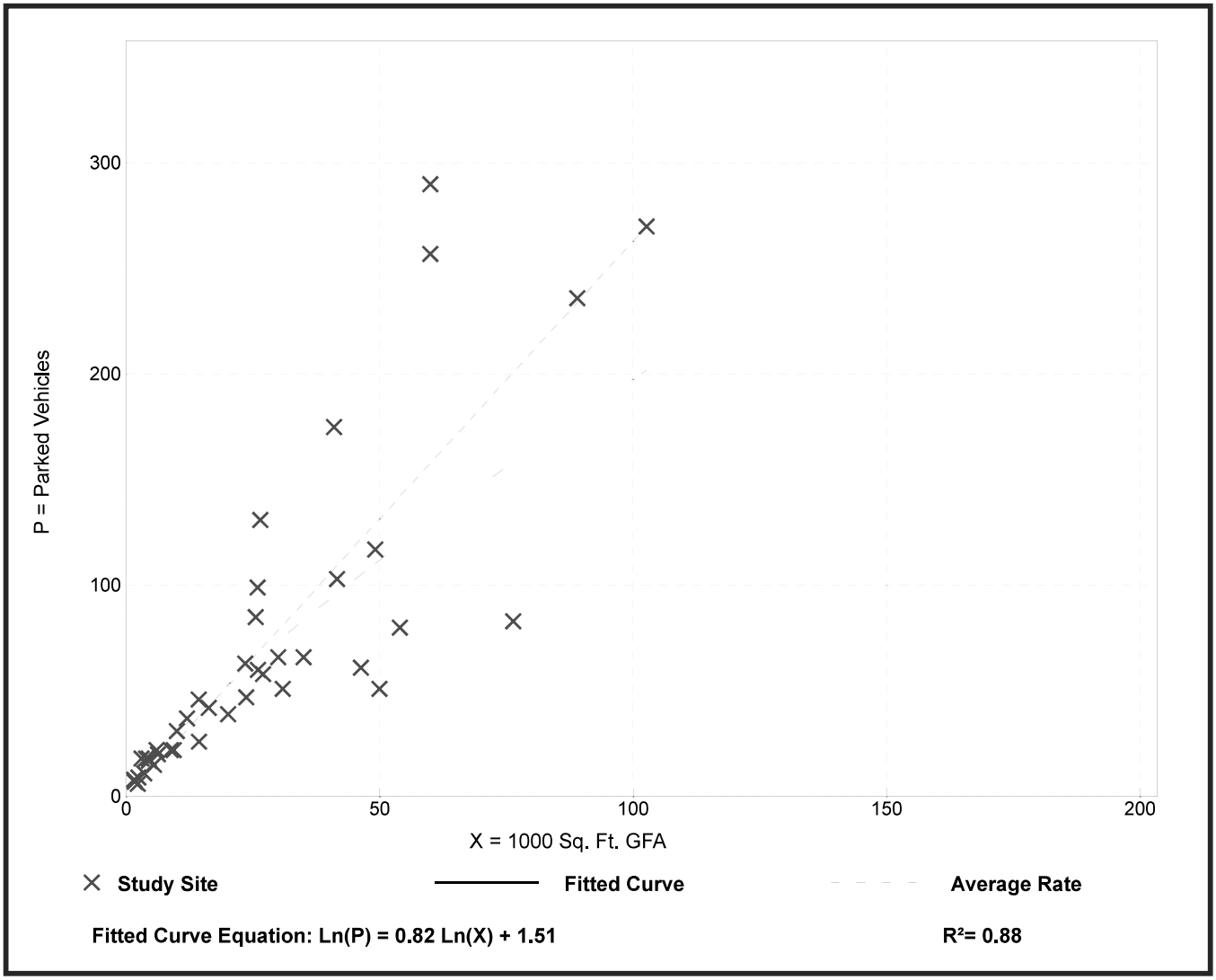
Medical-Dental Office Building - Standalone
(720)

Peak Period Parking Demand vs: **1000 Sq. Ft. GFA**
On a: **Weekday (Monday - Friday)**
Setting/Location: **General Urban/Suburban**
Number of Studies: 41
Avg. 1000 Sq. Ft. GFA: 27

Peak Period Parking Demand per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	33rd / 85th Percentile	95% Confidence Interval	Standard Deviation (Coeff. of Variation)
2.63	1.02 - 5.97	2.38 / 4.28	2.28 - 2.98	1.15 (44%)

Data Plot and Equation



Parking Generation Manual, 6th Edition ● Institute of Transportation Engineers

Proposed Site Development Trip Generation and Distribution

Project: 8100 Twin Oaks Medical Centre Addition

Site: Windsor, Ontario

ITE Peak Period Parking Demand collected on a: Weekday

Assumed Land Use (1): Medical-Dental Office Building - ITE No. 720

Peak Period Parking Demand vs.: 1,000 Sq. Ft. GFA

Weekday: 2.63 = Average Rate

Assumed Land Use (1): Medical-Dental Office Building - ITE No. 720		
	1,000 Sq. Ft. GFA	**Parking Required**
Weekday	14.016	37

Proposed Site Development Trip Generation and Distribution

Project: 8100 Twin Oaks Medical Centre Existing Buildings

Site: Windsor, Ontario

ITE Peak Period Parking Demand collected on a: Weekday

Assumed Land Use (1): Medical-Dental Office Building - ITE No. 720

Peak Period Parking Demand vs.: 1,000 Sq. Ft. GFA

Weekday: 2.63 = Average Rate

Assumed Land Use (1): Medical-Dental Office Building - ITE No. 720		
	1,000 Sq. Ft. GFA	**Parking Required**
Weekday	20.398	54

THE CITY OF WINDSOR ONTARIO, CANADA

Council Report: S 99/2025

Subject: Zoning By-law Amendment Application for 0 & 1841 Longfellow Avenue, Z-017/25 [ZNG-7312], Ward 10

Reference:

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

Planning & Building Services
Report Date: July 25, 2025
Clerk's File #: ZB/15011

To: Mayor and Members of City Council

Recommendation:

I. THAT Zoning By-law 8600 **BE AMENDED** by adding the following zoning exception to Section 91.10:

5. WEST SIDE OF LONGFELLOW AVENUE BETWEEN ARCADIA STREET AND CALUMET STREET

For the lands comprising of Part of Lot 138, Lots 139 & 140, and Part of Closed Alley, Plan 557 (PIN 01313-1596 LT & 01313-1597 LT), a *Semi-Detached Dwelling* shall be an additional permitted *main use* and shall be subject to the *Semi-Detached Dwelling* provisions of Section 10.1.5, save and except that the *maximum gross floor area* shall be 410 m^2.

[ZDM 4, 7 & 8; ZNG/7312]

II. THAT Zoning By-law 8600 **BE FURTHER AMENDED** by changing the zoning of Part of Lot 138, Lots 139 & 140, and Part of Closed Alley, Plan 557 (PIN 01313-1596 LT & PIN 01313-1597 LT), situated at the west side of Longfellow Avenue between Arcadia Street and Calumet Street from RD1.1 to RD1.1x(5).

Executive Summary: N/A

Background:

Application Information:

Location: 0 Longfellow Avenue

1841 Longfellow Avenue

(Part of Closed Alley, Plan 557; Roll No. 080-580-01401; PIN No. 01313-1597 LT)

(Part of Lot 138 and Lots 139 & 140, Plan 557; Roll No. 080-580-01300; PIN No. 01313-1596 LT)

The aforesaid properties have merged on title to form one property.

Ward: 10
Planning District: South Cameron
Secondary Plan: South Cameron Secondary Plan
Zoning District Maps: 4, 7 & 8
Owner: Mehmet Deniz Orak
Applicant: Same as Owner
Authorized Agent: Pillon Abbs Inc. (Tracey Pillon-Abbs)

Proposal:

The applicant is requesting an amendment to Zoning By-law 8600 to change the zoning for the lands located on the west side of Longfellow Avenue between Arcadia Street and Calumet Street, known municipally as 0 & 1841 Longfellow Avenue (the Subject Property), to add a site-specific provision to allow for the construction of a two (2) storey Semi-Detached Dwelling with an increased maximum gross floor area for a main building of 410 m^2.

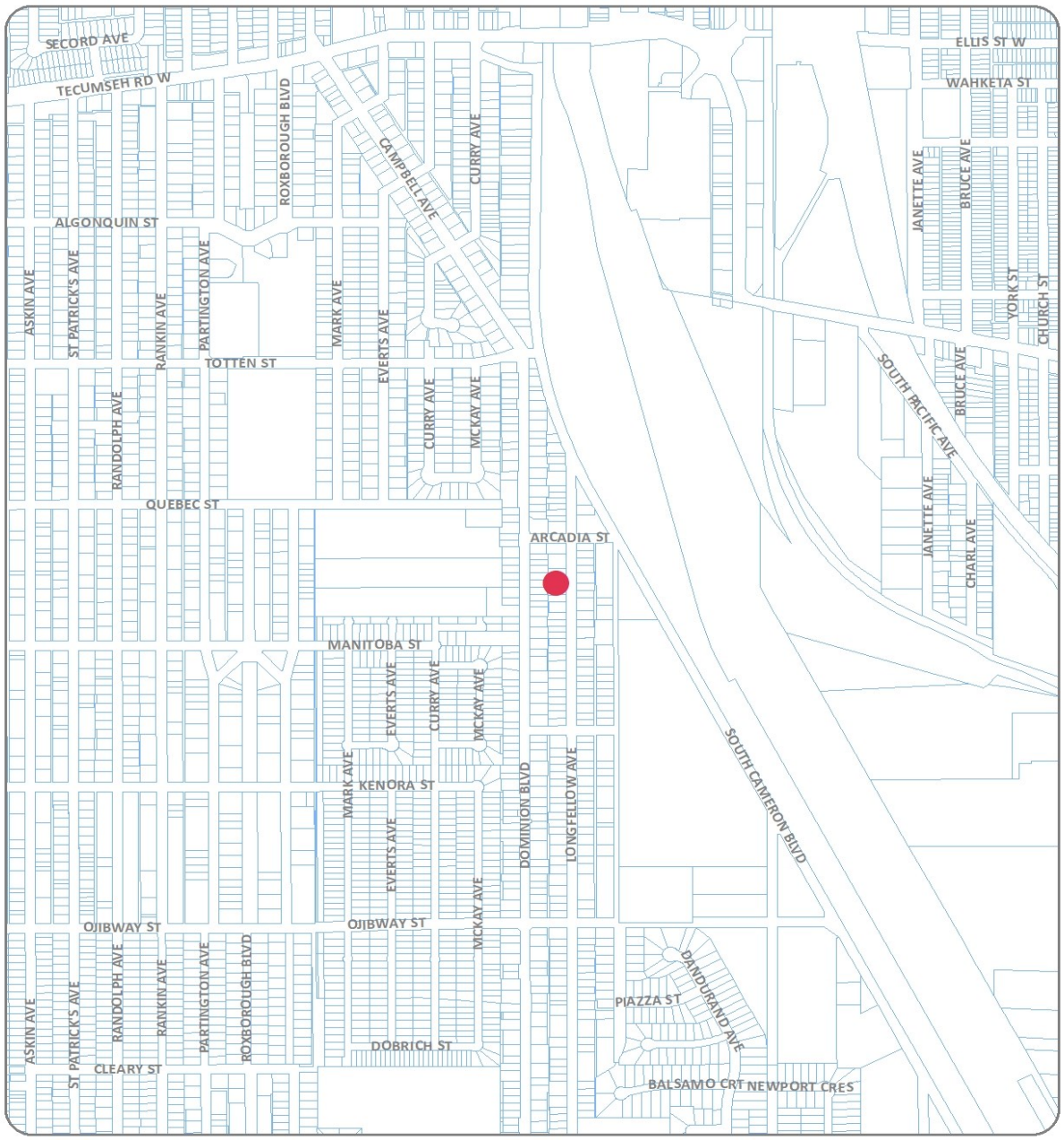
Submitted Information: Conceptual Plans (See Appendix A), Deeds, Draft Reference Plan (See Appendix H), Noise Assessment (See Appendix I), Planning Rationale Report (See Appendix J) and Zoning By-law Amendment Application

Site Information:

Official Plan	Zoning	Current Use	Previous Use
Residential Low Profile Residential (South Cameron Secondary Plan)	Residential District 1.1 (RD1.1)	Single Unit Dwelling	Agricultural
Lot Width	**Lot Depth**	**Lot Area**	**Lot Shape**
18.3 m	35.8 m	657.2 m^2	Rectangular
All measurements are based on Draft Reference Plan, prepared by Verhaegen Land Surveyors, dated October 23, 2023			

The Subject Property contains a one (1) storey Single Unit Dwelling and a detached rear garage with a concrete driveway off Longfellow Avenue. The remainder of the

Subject Property is maintained as landscaped open space. The Single Unit Dwelling and detached garage are to be demolished.



KEY MAP - Z-017/25, ZNG/7312

SUBJECT LANDS



PART OF ZONING DISTRICT MAPS 4, 7, 8

N.T.S.

REQUESTED ZONING AMENDMENT

Applicant:Orak Stucco

SUBJECT LANDS

PLANNING & BUILDING DEPARTMENT

DATE : JUNE, 2025
FILE NO. : Z-017/25, ZNG/7312



NEIGHBOURHOOD MAP - Z-017/25, ZNG/7312

SUBJECT LANDS

Neighbourhood Characteristics:

The Subject Property is located on the eastern side of the South Cameron neighbourhood. The South Cameron neighbourhood constitutes the area north of E. C. Row Expressway, east of Huron Church Road, south of Tecumseh Road West and west of the Canadian Pacific Railway rail yard.

Surrounding Land Uses:

North:

- Contractor's Office
- Low density residential
- Superior Park

East:

- Canadian Pacific Railway rail yard
- Contractor's Office
- Low density residential

South:

- Low density residential
- South Cameron Woodlot Park
- Virginia Park

West:

- Low density residential

Municipal Infrastructure:

- Longfellow Avenue is classified as a local road, which has a two-lane rural cross section with no streetlights. There is a sidewalk on the west side of the street.
- Roadside ditches, sanitary sewer and watermain are located within the Longfellow Avenue right-of-way.

Discussion:

The Provincial Planning Statement, 2024 (PPS) provides policy direction on matters of provincial interest related to land use planning and development and sets the policy foundation for regulating the development and use of land province-wide, helping achieve the provincial goal of meeting the needs of a fast-growing province while enhancing the quality of life for all Ontarians.

The following policies of the PPS are considered relevant in discussing provincial interests related to this amendment:

Chapter 2: Building Homes, Sustaining Strong and Competitive Communities

2.1 Planning for People and Homes

Policy 2.1.6 states:

Planning authorities should support the achievement of complete communities by:

a) accommodating an appropriate range and mix of land uses, housing options…to meet long-term needs;

a. This amendment will allow for the construction of one (1) Semi-Detached Dwelling, further diversifying the range and mix of housing options available in the South Cameron neighbourhood.

b) improving accessibility for people of all ages and abilities by addressing land use barriers which restrict their full participation in society; and

a. Compliance with the Barrier-Free Design requirements of the *Ontario Building Code* and accessibility requirements under *Ontario Regulation 191/11 Integrated Accessibility Standards* to the *Accessibility for Ontarians with Disabilities Act, 2005* will be addressed through the Building Permit application process.

2.2 Housing

Policy 2.2.1 states:

Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected needs of current and future residents of the regional market area by:

b) permitting and facilitating:

1. *all types of residential intensification, including the…development and introduction of new housing options within previously developed areas, and redevelopment, which results in a net increase in residential units in accordance with policy 2.3.1.3;*

i. Refer to the response provided to PPS Policy 2.2.1c) herein.

c) promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation; and

1. This amendment will allow for the redevelopment of the Subject Property at a higher density (intensification), optimizing existing municipal infrastructure and public service facilities, and avoiding unnecessary land consumption.

i. The Subject Property is serviced by municipal electrical, sanitary, storm and water services.

ii. There are community centres, public libraries and schools within proximity to the Subject Property.

d) requiring transit-supportive development and prioritizing intensification, including potential air rights development, in proximity to transit, including corridors and stations.

1. This amendment will allow for the redevelopment of the Subject Property at a higher density (intensification).
2. This factor, in conjunction with the Subject Property being within walking distance of transit stops for Transit Route 115 constitutes a transit-supportive development.

    i. 400.0 metres is typically used as an acceptable walking distance to a transit stop.
    ii. This is reflected within Transit Windsor's 2019 Transit Master Plan and the City of Windsor's Active Transportation Master Plan.

2.3 Settlement Areas and Settlement Area Boundary Expansions

2.3.1 General Policies for Settlement Areas

Policy 2.3.1.1 states:

Settlement areas shall be the focus of growth and development. Within settlement areas, growth should be focused in, where applicable, strategic growth areas, including major transit station areas.

- The Subject Property is located within a Settlement area.

One or more of the responses provided to the policies of PPS Chapter 2 and/or the Official Plan referenced herein also speak to the following relevant PPS Policies:

Chapter 2: Building Homes, Sustaining Strong and Competitive Communities	
2.3 Settlement Areas and Settlement Area Boundary Expansions	
2.3.1 General Policies for Settlement Areas	
Policy 2.3.1.2 (*Land use patterns within settlement areas should be based on densities and a mix of land uses which:*)	Sub Policies a) (*efficiently use land and resources*), b) (*optimize existing and planned infrastructure and public service facilities*), d) (*are transit-supportive, as appropriate*)
Policy 2.3.1.3 (*Planning authorities shall support general intensification and redevelopment to support the achievement of complete communities, including by planning*	

for a range and mix of housing options…)	
2.9 Energy Conservation, Air Quality and Climate Change	
Policy 2.9.1 (*Planning authorities shall plan to reduce greenhouse gas emissions and prepare for the impacts of a changing climate through approaches that:*)	Sub Policy a) (*support the achievement of compact, transit-supportive, and complete communities*)
Chapter 3: Infrastructure and Facilities	
3.4 Airports, Rail and Marine Facilities	
Policy 3.4.1 (*Planning for land uses in the vicinity of airports, rail facilities and marine facilities shall be undertaken so that:*)	Sub Policies a) (*their long-term operation and economic role is protected*) and b) (*airports, rail facilities and marine facilities, and sensitive land uses are appropriately designed, buffered and/or separated from each other, in accordance with policy 3.5.*)
3.6 Sewage, Water and Stormwater	
Policy 3.6.2 (*Municipal sewage services and municipal water services are the preferred form of servicing for settlement areas to support protection of the environment and minimize potential risks to human health and safety. For clarity, municipal sewage services and municipal water services include both centralized servicing systems and decentralized servicing systems*)	

Official Plan

Relevant excerpts from Volume I of the Official Plan are attached as Appendix C. The following policies from these excerpts are considered relevant in discussing this amendment's conformity with the Official Plan.

Table 1 - Volume I Schedules

Schedule	Designation
Schedule A - Planning Districts & Policy Areas	South Cameron Planning District South Cameron Secondary Plan
Schedule A-1 - Special Policy Areas	N/A
Schedule B - Greenway System	N/A

Schedule C - Development Constraints	300.0 metres of a Rail Yard
Schedule C-1 - Archaeological Potential	N/A
Schedule D - Land Use	Residential
Schedule E - City Centre Planning District	N/A
Schedule F - Roads & Bikeways	Refer to Schedule SC-2 - Road Network of the South Cameron Secondary Plan
Schedule F-1 - Railways	300.0 metres of a Rail Yard
Schedule G - Civic Image	N/A
Schedule H - Baseplan Development Phasing	N/A
Schedule J - Urban Structure Plan	N/A
Schedule K – Source Water Protection Areas	N/A

Table 2 - Volume II South Cameron Secondary Plan Schedules

Schedule	Designation
Schedule SC-1 - Development Concept	Low Profile Residential
Schedule SC-2 - Road Network	Local Road (Longfellow Avenue)
Schedule SC-3 - Noise Control Areas	Rail Yard Warning Clause Required Residential Development Requires Noise Study
Schedule SC-4 - Action Areas	Potential One-Way Traffic Scheme

Volume I

Chapter 3 - Development Strategy

This amendment complies with the following applicable key policy direction for managing growth consistent with the Vision of the City of Windsor Community Strategic Plan.

3.2 - Growth Concept

3.2.1 - Safe, Caring and Diverse Communities

Encouraging a range of housing types will ensure that people have an opportunity to live in their neighbourhoods as they pass through the various stages of their lives. Residents will have a voice in how this new housing fits within their neighbourhood. As the city grows, more housing opportunities will mean less sprawl onto agricultural and natural lands (Policy 3.2.1.2).

Chapter 6 - Land Use:

6.1 Goals

This amendment complies with the following applicable land use goals:

- *Safe, caring and diverse neighbourhoods.* (Goal 6.1.1)
- *Housing suited to the needs of Windsor's residents.* (Goal 6.1.3)
- *To direct residential intensification to those areas of the City where transportation, municipal services, community facilities and goods and services are readily available.* (Goal 6.1.14)

6.3 Residential

6.3.1 Objectives

The amendment complies with the following applicable Residential land use objectives:

- *To support a complementary range of housing forms and tenures in all neighbourhoods.* (Objective 6.3.1.1)
- *To promote compact neighbourhoods which encourage a balanced transportation system.* (Objective 6.3.1.2)
- *To promote residential redevelopment, infill and intensification initiatives in locations in accordance with this plan.* (Objective 6.3.1.3)

6.3.2 Policies

Permitted Uses

Uses permitted in the Residential land use designation identified on Schedule D: Land Use include Low Profile, and Medium Profile dwelling units. (Policy 6.3.2.1)

- A Semi-Detached Dwelling is classified as a Low-Profile dwelling unit.

Types of Low-Profile Housing

For the purposes of this Plan, Low Profile housing development is further classified as follows: (Policy 6.3.2.3)

- *(a) small scale forms: single detached, semi-detached, duplex and row and multiplexes with up to 8 units; and*
- *(b) large scale forms: buildings with more than 8 units.*

Locational Criteria

New residential development and intensification shall be located where: (Policy 6.3.2.4)

- *(a) There is access to a collector or arterial road;*

- The subject property is located within approximately 175.0 metres of South Cameron Boulevard, a Class I Collector Road.

- *(b) Full municipal physical services can be provided;*
    - Refer to the response provided to PPS Policy 2.2.1.c) herein.
- *(c) Adequate community services and open spaces are available or are planned; and*
    - Refer to the response provided to PPS Policy 2.2.1.c) herein and the Surrounding Land Uses section herein.
- *(d) Public transportation service can be provided.*
    - Refer to the response provided to PPS Policy 2.2.1.d) herein.

Evaluation Criteria for a Neighbourhood Development Pattern

At the time of submission, the proponent shall demonstrate to the satisfaction of the Municipality that a proposed residential development within an area having a Neighbourhood development pattern is: (Policy 6.3.2.5)

- *(a) feasible having regard to the other provisions of this Plan, provincial legislation, policies and appropriate guidelines and support studies for uses:*
    - *(i) within or adjacent to any area identified on Schedule C: Development Constraint Areas and described in the Environment chapter of this Plan;*
        - The subject property is located within 300.0 metres of a Canadian Pacific Railway rail yard
            - Refer to response to Official Plan policy 7.2.8.9 herein.
    - *(ii) adjacent to sources of nuisance, such as noise, odour, vibration and dust;*
        - The subject property is located within 300.0 metres of a Canadian Pacific Railway rail yard
            - Refer to response to Official Plan policy 7.2.8.9 herein.
    - *(iv) where traffic generation and distribution is a provincial or municipal concern; and*
        - The Transportation Planning Department did not identify any concerns with traffic generation and distribution.
- *(b) in keeping with the goals, objectives and policies of any secondary plan or guideline plan affecting the surrounding area;*

- The Subject Property is located within the South Cameron Planning Area.
- Refer to the responses provided to the applicable South Cameron Secondary Plan policies listed under Volume II hereafter.

- *(c) In existing neighbourhoods, compatible with the surrounding area in terms of scale, massing, height, siting, orientation, setbacks, parking and amenity areas.*

    - This amendment will allow for a development that is compatible with the established built environment found within the block and surrounding neighbourhood.
    - The Planning Department undertook a detailed analysis of the lots and buildings contained within the block and surrounding neighbourhood, focusing on a variety of different factors. The purpose of the analysis was to determine if a development permitted through this amendment will be compatible with the established built environment within the block and surrounding neighbourhood. The data collected through this analysis is included in the table *attached* hereto as Appendix G.
    - The analysis found the block and surrounding neighbourhood to have a diverse built environment, resulting from a buildout occurring over a period of 11 decades.

- *(d) provided with adequate off street parking;*

    - The proposed development will accommodate the required number of parking spaces onsite.

- *(e) capable of being provided with full municipal physical services and emergency services; and*

    - Refer to the response provided to PPS Policy 2.2.1.c) herein for details on the municipal physical services available to the subject property.
    - The subject property is served by Essex-Windsor EMS, Windsor Fire & Rescue Services (Fire Hall No. 5) & Windsor Police Service.

Chapter 7 - Infrastructure:

7.2 Transportation System

7.2.8 Rail Transportation Policies

Development Adjacent to a Rail Yard

Council shall protect designated rail yards from incompatible development. Accordingly, development adjacent to a Rail Yard designated on Schedule C: Development Constraint Areas will be subject to the following: (Policy 7.2.8.9)

- Refer to the response provided to South Cameron Secondary Plan policies 4.7.1.9 & 4.7.10.2 herein.

Chapter 11 - Tools:

Land use compatibility throughout Windsor is an implementation goal to be achieved when administering a planning tool under this Chapter. Compatibility between land uses is also an objective of the Zoning By-law Amendment planning tool (Policy 11.6.1.2).

- Land use compatibility was considered as part of the evaluation of the applicable Official Plan and PPS policies referenced herein.

Policy 11.6.3.3 states:

- *When considering applications for Zoning By-law amendments, Council shall consider the policies of this Plan and will, without limiting the generality of the foregoing, consider such matters as the following:*
    - *(a) The relevant evaluation criteria contained in the Land Use Chapter of this Plan, Volume II: Secondary Plans & Special Policy Areas and other relevant standards and guidelines;*
    - *(b) Relevant support studies;*
    - *(c) The comments and recommendations from municipal staff and circularized agencies;*
    - *(d) Relevant provincial legislation, policies and appropriate guidelines; and*
    - *(e) The ramifications of the decision on the use of adjacent or similar lands.*
        - This amendment is not anticipated to have any ramifications on the use of adjacent or similar lands.

The aforesaid matters were considered as part of the evaluation of the applicable Official Plan and PPS policies referenced herein.

Volume II

Chapter 4 - South Cameron Planning Area:

4.5 Goals

The amendment complies with the following applicable South Cameron Planning Area goals:

- *Promote land use patterns, residential densities and building forms that make efficient use of existing resources, services and infrastructure.* (Goal 4.5.1)
- *Facilitate noise reduction in development and protect residents from unacceptable levels of noise.* (Goal 4.5.5)

4.7 Policies

Based upon the background analysis, public input, and consultants' studies, a development concept was prepared (refer to Schedule SC-1: Development Concept). The intent of this secondary plan is to achieve the previously described goals and

objectives, establish a land use pattern and set out policies to guide future development.

4.7.1 Residential

This secondary plan provides primarily for residential development which complements the development that has already occurred within this planning district. In this regard, residential development will be primarily low profile with limited provision for medium and high profile housing to afford a variety of choices in housing forms.

Residential areas are allocated to allow safe and convenient access to parks, schools and major roads leading to commercial facilities and employment areas.

4.7.1.4 Low Profile Residential Defined

For the purpose of this secondary plan, Low Profile Residential development comprise single detached and semi-detached dwellings only.

4.7.1.9 Schedule Sc-3: Noise Control Conditions

Noise abatement shall be required to be incorporated in zoning by-laws, and/or site plan agreements in areas as shown on Schedule SC-3: Noise Control Areas as follows:

- *(d) No building permits for new dwelling units or other sensitive land uses shall be issued by the Commissioner of Planning and Building Services in Area "E" on Schedule SC-3: Noise Control Areas, Area "E" being composed of all residentially designated land within 1000 metres of the Van de Water Rail Yard, unless the following warning clause is included in all agreements of purchase, lease and sale is registered on title:*

  RAIL YARD WARNING CLAUSE

  All persons intending to acquire an interest in the real property by purchase or lease are advised of the proximity of the Canadian National Railway's Yards, which operate on a 24-hour basis. It is possible that the rail yard operations may cause disturbance and may be altered or expanded which could affect the living environment of the residents despite the inclusion of any noise and vibration attenuating measures in the design of the outdoor amenity area(s) and individual dwelling(s). Residents are advised that further mitigation cannot be expected and Canadian National Railways will not be responsible for any complaints or claims arising from use of such facilities and/or operations. (amended by OMB order 1485 – 11/01/2002)

    - Warning Clauses are no longer permitted to be registered on title.

4.7.10 Environment

…Noise pollution from surrounding roads and railway tracks is a serious problem and appropriate measures are required.

4.7.10.2 Noise Study

The Noise Study shall identify all noise sources affecting the subject lands (e.g. industrial uses, Windsor Airport, major roads and railway tracks) and assess their impact and recommend noise abatement measures for the proposed residential developments.

- An Acoustic Assessment Report (Noise Study), prepared by Akoustik Engineering Limited, dated December 6, 2024, *attached* hereto as Appendix I, was completed to assess the transportation noise impacts from the nearby roads and railways.
- The Noise Study concluded that the predicted noise levels do not exceed the limits set by the Ontario Ministry of the Environment, Conservation and Parks

4.10.4 Zoning By-law Amendments

4.10.4.1 Zoning Amendments

Amendments to Zoning By-law 3072 will be considered having regard to the development policies for the South Cameron Planning District established by this secondary plan.

- Zoning By-law 3072 has been repealed and replaced by Zoning By-law 8600.

4.10.4.2 Initiation

Zoning amendments will normally be considered when applications are received from property owners (or their authorized agents) within this planning district. This does not, however, preclude the Corporation of the City of Windsor from initiating amendments to Zoning By-law 3072 where the amendments are perceived to be in the interest of good planning.

- Zoning By-law 3072 has been repealed and replaced by Zoning By-law 8600.

4.10.6 Interim Traffic Control Measures

4.10.6.1 Interim Traffic Control Measures

To relieve the traffic pressure on Dominion, a one way street system along Dominion and Longfellow with possible intersection improvements at Totten/Campbell Street will be investigated as an interim measure in consultation with residents.

- The investigation of interim traffic control measures will be conducted independently from Zoning by-law Amendments.

Zoning By-Law

Relevant excerpts from Zoning By-law 8600 are *attached* as Appendix D.

The subject property is within a RD1.1 zone of Zoning By-law 8600, which does not permit a Semi-Detached Dwelling use.

The applicant is requesting an amendment to Zoning By-law 8600 to add a site-specific provision to allow for the construction of a two (2) storey Semi-Detached Dwelling with an increased maximum gross floor area for a main building of 410 m^2.

The applicant has submitted a Planning Rationale Report (PRR) in support of the requested amendment. The PRR has been considered and is supported in this report.

No other zoning deficiencies have been identified or supported.

A draft amending by-law is attached as Appendix F. Subsection 24 (1) of the *Planning Act*, R.S.O. 1990, c. P.13., prohibits a by-law from being passed that does not conform with the Official Plan. As discussed through the Official Plan section herein, the proposed amendment conforms to the applicable policies of the Official Plan.

Risk Analysis: N/A

Climate Change Risks

Climate Change Mitigation:

Residential intensification minimizes the impact on the community greenhouse gas emissions. Development within existing communities and neighbourhoods while using currently available infrastructure such as sewers, sidewalks, and public transit helps to mitigate development impact. Situating development in areas with access to active transportation and transit increases the likelihood of residents utilizing various non-vehicular means of utilitarian transportation which collectively reduced the amount of greenhouse gas emissions within the City of Windsor.

Climate Change Adaptation: N/A

Financial Matters: N/A

Consultations:

Comments received from City Departments, external agencies and members of the public on this application were taken into consideration when preparing this report. A record of the comments is included as Appendix E herein.

There are no objections to the proposed amendment.

The applicant hosted a virtual public open house on August 29, 2024, via Zoom. Notice of the open house was issued to owners of properties within 200.0 metres of the Subject Property. The open house was attended by one (1) resident. Comments from the residents of 1763 Longfellow Avenue objecting to the proposed amendment were received by email on August 18, 2024. The stated reasons for the objection are listed below:

- *"There is a nice little home at 1841 Longfellow Avenue already and we see no need to build another oversized monster in this area."*

    - The Single Unit Dwelling and Semi-Detached Dwelling Provisions under the RD1.1 zone are identical.
    - The applicant is requesting a 2.5% increase in the Gross Floor Area - main building - maximum provision for a Semi-Detached Dwelling from 400 m^2 to 410 m^2.

- *"We were promised that there would be no four unit dwellings built in existing neighbourhoods, a zoning change will certainly change that."*

    - The applicant is proposing a Semi-Detached Dwelling.

Comments received were taken into consideration when preparing this report.

Public Notice: Statutory notice was advertised in the Windsor Star, a local daily newspaper. A courtesy notice was mailed to property owners and residents within 200 metres of the subject property.

Conclusion:

The *Planning Act* requires that a decision of Council in respect of the exercise of any authority that affects a planning matter, "shall be consistent with the" *Provincial Planning Statement 2024*. The recommended zoning amendment has been evaluated for consistency with the *Provincial Planning Statement 2024* and conformity with the policies of the City of Windsor Official Plan.

The recommended Zoning By-law amendment is consistent the PPS, conforms with the policy direction of the City of Windsor Official Plan, is compatible with existing and permitted uses in the surrounding neighbourhood and constitutes good planning.

Planning Act Matters:



Brian Nagata, MCIP, RPP
Planner III - Development (A)

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 Professional Planner and have reviewed as a Corporate Team Leader

JP RM

Approvals:

Name	Title
Greg Atkinson	Deputy City Planner - Development
Neil Robertson	City Planner
Aaron Farough	Senior Legal Counsel
Jelena Payne	Deputy CAO/Commissioner, Economic Development
Ray Mensour	Chief Administration Officer

Notifications: N/A

Appendices:

1 Appendix A - Conceptual Plans
2 Appendix B - Site Images
3 Appendix C - Excerpts from Official Plan
4 Appendix D - Excerpts from Zoning By-law 8600
5 Appendix E - Consultations
6 Appendix F - Draft Amending By-law
7 Appendix G - Zoning Analysis
8 Appendix H - Draft Reference Plan
9 Appendix I - Noise Assessment
10 Appendix J - Planning Rationale Report

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

Upon receipt of the building permit, Concept Studio Designs 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, Concept Studio Designs 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 Concept Studio Designs for review and written approval. If engineered shop drawings are not submitted and approved, Concept Studio Designs 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.

The building has been designed in accordance with the OBC 2012. A copy of the code book should be retained by the builder/general contractor for reference by the site construction personal. All construction shall conform to all requirements of the relevant code.

The mechanical system design is by the mechanical contractor. Design and installation shall comply with parts 6, 9 and all other applicable parts of the OBC 2012

The plumbing systems design is by others. Design and installation shall comply with parts 7, 9 and all other applicable parts of the OBC 2012

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 immediately for direction.

Soils:
When soil test are not provided, the soil bearing capacity is assumed to be 3000psf. Bearing material shall be dense sand or dence gravel. If any other materials or lower bearing capacity are encountered notify the architect /engineer for re-evaluation of footing size.

Sump Pumps:
Provide sump pumps in basements if recommended by soil engineer or as required by local code official.

Foundation Notes:
All foundations and footings have been designed based on a minimum soil bearing capacity of 3,000 p.s.f.

The compressive strength of concrete after 28 days shall be at least 32 MPa for a garage and carport floors and all exterior flatwork. All concrete used for garage and carport floors and exterior steps shall have air entrainment of 5% to 8%.
All concrete work and placement shall conform to the latest specification of C.R.S.I. and A.C.I.

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

The 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.

Concrete 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 6'-0" o.c. (max.) and 12" from end of sill plates. Anchor bolts shall be ½" 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 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.

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.

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.
Roof with ballust	30	25	55 p.s.f.

(Note): All floors were designed to a total load of 50 p.s.f. 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:
The floor truss manufacturer shall design and provide trusses to have a maximum deflection of 3/8" for spans greater than 16'-0" and L/360 for spans under 16'-0".

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

The 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 elasticity Modulus 1,400,000 PSI or better.

Walll plates, non-structural blocking: Spruce-pine-fir, kiln dried, utility grade or better

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.
All structural hangers to be "Simpson" or approved equal

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 construction.

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.

Wall Sheathing
Provide structural grade OSB wall sheathing 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).
Installation at valleys, use "cut valley" method.

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".

Stairs:
All stairs shall conform to OBC section 9.8 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 ¼" 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 6 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.

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:
a) Glazing in ingress and egress doors except wired glass in required fire doors and jalousies.
b) Glazing in fixed sliding panels of sliding type doors (patio and mall type).
c) Glazing in storm doors.
d) Glazing in all unframed swinging doors.
e) Glazing in shower and bathtub doors and enclosures.
f) 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.
g) 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 ½) inches in width when located between twenty-four (24) and thirty-six (36) inches above the walking surfaces.

Insulation:
Provide insulation as required to meet OBC 2012 Code

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

Provide minimum 6" batt insulation at all bond conditions (R=22)

Provide minimum 3 ½" batt insulation around all skylight shafts (R=11)

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:
The garage shall be completely separated from the residence and its attic area by means of ½" gypsum board applied to the garage side.

Smoke 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.

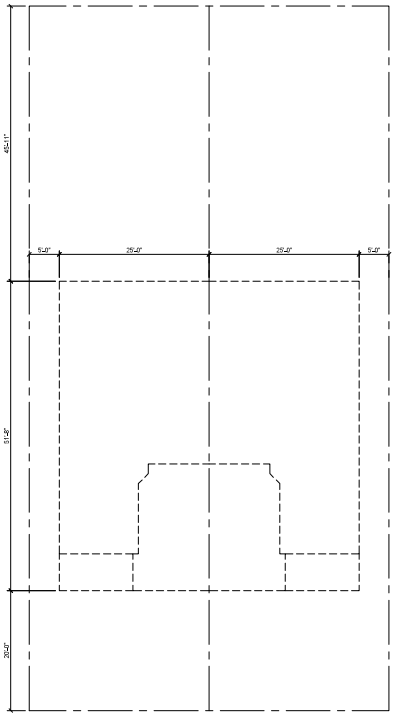
Electrical:
Electrical system design is by others. Design and installation shall comply to Ontario electrical safety code - current addition

Bedroom outlets - All Branch circuits that supplay 125 Volts, single phase, 15 and 20 amp outlets installed in dwelling units bedrooms shall be protected by an arc-fault circuit interrupter listed to provide protection of the entire branch circuit

Corridor and Stairway Lighting
Electrical contractor shall provide fixtures with adequate illumination to meet the required foor candle levels at first floor and stair treads per code

Contractor may provide additional fixtures not shown on plan to meet these requirements

The controls for activation of the stairway lighting shall be operable fromt he top and bottom of the stairway without traversing any step of the stair. All switches that control interior stairway lighting shall be illuminated switches (Controls)



LOT AREA	11,384
BUILDING FOOTPRINT (HOUSE, GARAGE, PORCH)	2,926 SQFT
LOT COVERAGE	25.7%

NOTE:
1) EXISTING TREES TO REMAIN & TO BE PROTECTED WITH BARRIER. DO NOT STOCKPILE SOIL GAINST OR ARROUND TREES. AVOID COMPACTION SOIL AROUND ROOT AREA OF TREES

2) FINAL GRADE SHALL BE SUCH SO THAT STORM WATER WILL NOT RUN-OFF ONTO ADJACENT PROPERTIES.

SITE PLAN
SCALE: 1/16" = 1'-0"

CONCEPT STUDIO DESIGNS
FIRM BCIN: 47249
196 POINTE WEST DR
AMHERSTBURG, ONTARIO
OFFICE: 519.819.0423
E-MAIL:
CONTACT@CONCEPTSTUDIODESIGNS.COM

ALL INFORMATION, APPLIANCES OR ARRANGEMENTS AND GRAPHICAL PRESENTATIONS ON THESE DOCUMENTS ARE THE PROPERTY OF CONCEPT STUDIO DESIGNS WHO RETAINS OWNERSHIP AND AUTHORSHIP OF THE DOCUMENT IN ITS ENTIRETY.

THE DOCUMENT IS AN INSTRUMENT OF SERVICE AND IS THE INTELLECTUAL AND PHYSICAL PROPERTY OF CONCEPT STUDIO DESIGNS.

AUTHORIZED USE OF THE DRAWINGS IS GRANTED SOLELY FOR THE PURPOSE OF THE SPECIFIED PROJECT AND LOCATION AND NOT FOR CONSTRUCTION OR USE FOR ANY OTHER PROJECT.

DIMENSIONS, SPECIFICATION, AND ARCHITECTURAL DETAILS ARE SUBJECT TO FIELD VERIFICATION. DRAWINGS ARE NOT TO BE SCALED.

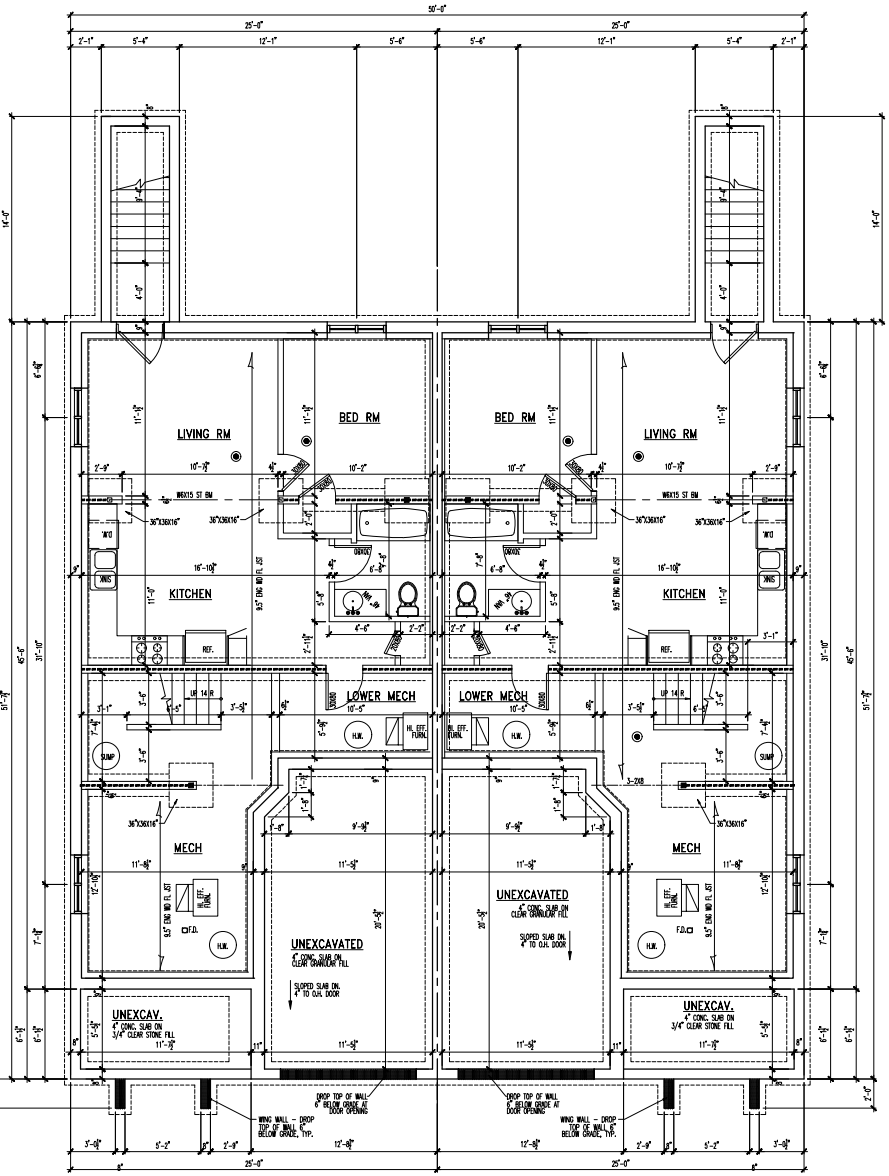
COPYRIGHT 2025 - CONCEPT STUDIO DESIGNS

Date	ISSUED FOR

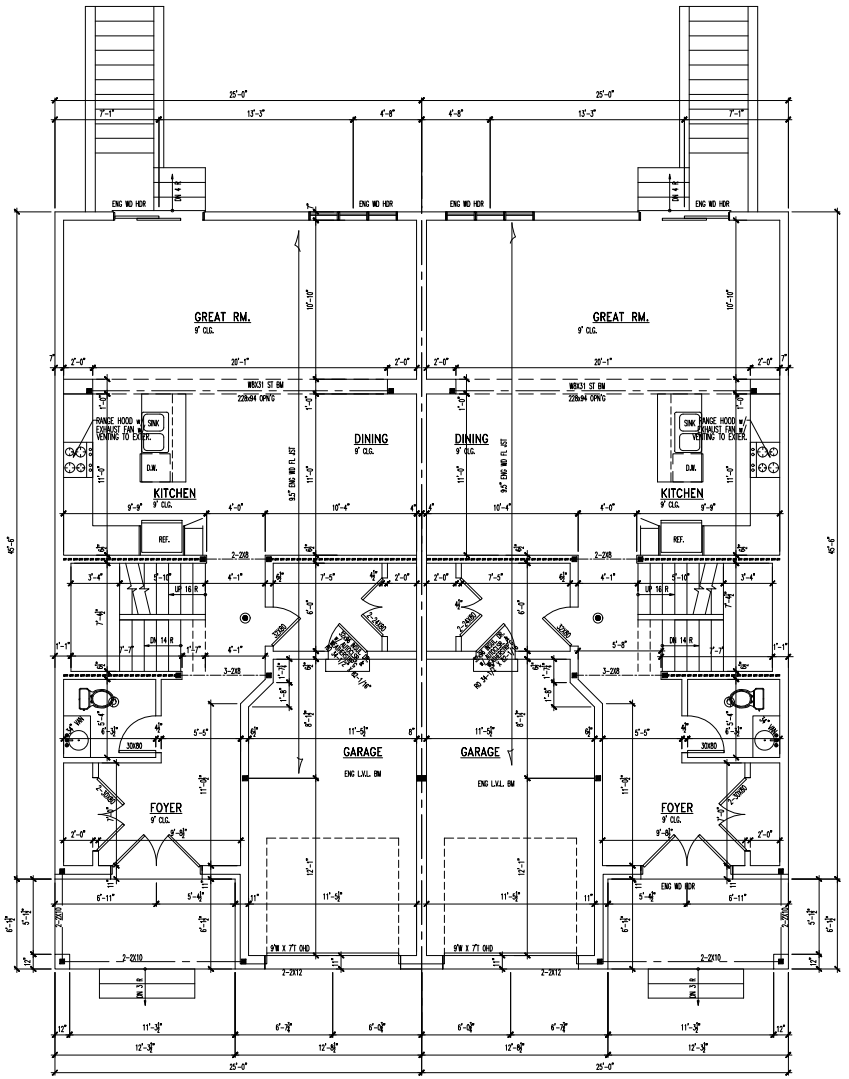
Project Name and Address
ORAK
NEW TOWNHOUSE
1941 LONGFELLOW, WINDSOR

Project Number: 23-015
CAD DWG FILE: --
DRAWN BY: C.S.
CHK'D BY: C.S.
Scale: AS NOTED
Sheet: A0

Development & Heritage Standing Committee Meeting Agenda - Tuesday, September 2, 2025
Page 116 of 491



FOUNDATION PLAN
SCALE: 1/4" = 1'-0"



UNIT "A"			UNIT "B"		
MAIN FLOOR AREA	=	964 SQ.FT.	MAIN FLOOR AREA	=	964 SQ.FT.
SECOND FLOOR AREA	=	980 SQ.FT.	SECOND FLOOR AREA	=	1,014 SQ.FT.
TOTAL AREA	=	1,944 SQ.FT.	TOTAL AREA	=	1,933 SQ.FT.
PORCH AREA	=	70 SQ.FT.	PORCH AREA	=	70 SQ.FT.
MAIN FL BASEMENT	=	250 SQ.FT.	MAIN FL BASEMENT	=	250 SQ.FT.
BASEMENT ADU AREA	=	525 SQ.FT.	BASEMENT ADU AREA	=	525 SQ.FT.
GARAGE AREA	=	250 SQ.FT.	GARAGE AREA	=	250 SQ.FT.

SMOKE & CO
EXHAUST FAN

CONCEPT STUDIO DESIGNS
FIRM BCIN: 47249
196 POINTE WEST DR
AMHERSTBURG, ONTARIO
OFFICE: 519.819.0423
E-MAIL:
FORD@CONCEPTSTUDIODESIGNS.COM

THE DRAWINGS, ARRANGEMENTS, ANNOTATIONS AND GRAPHICAL PRESENTATIONS ON THESE DOCUMENTS ARE THE PROPERTY OF CONCEPT STUDIO DESIGNS WHO RETAINS OWNERSHIP AND AUTHORSHIP OF THIS DOCUMENT IN ITS ENTIRETY

THIS DOCUMENT IS AN INSTRUMENT OF SERVICE AND IS THE INTELLECTUAL AND PHYSICAL PROPERTY OF CONCEPT STUDIO DESIGNS

AUTHORIZED USE OF THE DRAWINGS IS GRANTED SOLELY FOR THE PURPOSE OF THE SPECIFIED PROJECT AND LOCATION AND NOT FOR CONSTRUCTION OR USE FOR ANY OTHER PROJECT

DIMENSIONS, SPECIFICATION AND ARCHITECTURAL DETAILING ARE SUBJECT TO IN-SITE CONDITIONS. DRAWING ARE NOT TO BE SCALED

COPYRIGHT 2025 - CONCEPT STUDIO DESIGNS

Date	ISSUED FOR

Project Name and Address
ORAK
NEW TOWNHOUSE
1841 LONGFELLOW, WINDSOR

Project Number
23-015

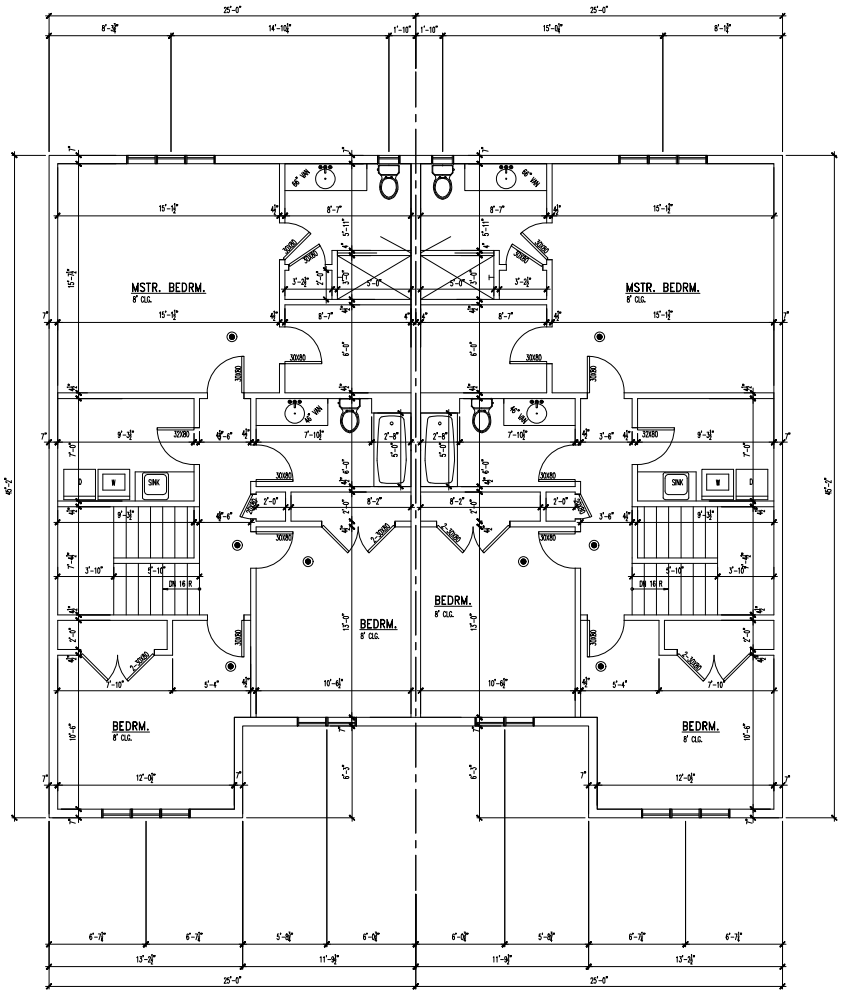
CAD DWG FILE
-

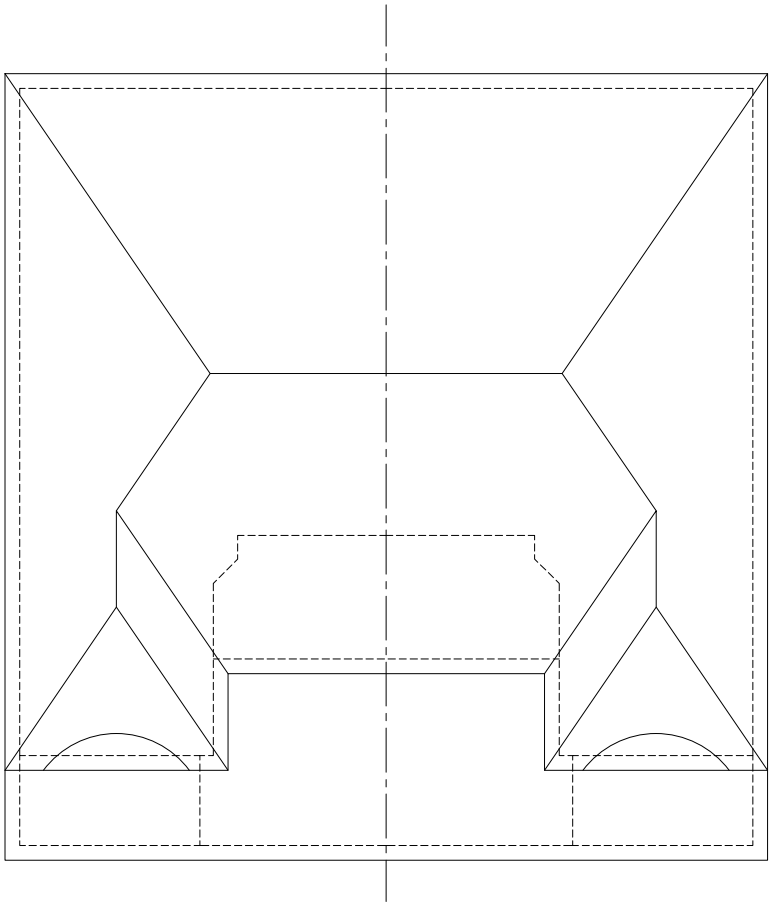
DRAWN BY
C.S.

CHK'D BY
C.S.

Scale
AS NOTED

Sheet
A1





MAIN FLOOR PLAN
SCALE: 1/4" = 1'-0"

CONCEPT STUDIO DESIGNS
FIRM BCIN: 47249
196 POINTE WEST DR
AMHERSTBURG, ONTARIO
OFFICE: 519.819.0423
E-MAIL:
TOREY@CONCEPTSTUDIODESIGNS.COM

THE DRAWINGS, ARRANGEMENTS, ANNOTATIONS AND GRAPHICAL PRESENTATIONS ON THESE DOCUMENTS ARE THE PROPERTY OF CONCEPT STUDIO DESIGNS WHO RETAINS OWNERSHIP AND AUTHORSHIP OF THIS DOCUMENT IN ITS ENTIRETY

THE DOCUMENT IS AN INSTRUMENT OF SERVICE AND IS THE INTELLECTUAL AND PHYSICAL PROPERTY OF CONCEPT STUDIO DESIGNS

AUTHORIZED USE OF THE DRAWINGS IS GRANTED SOLELY FOR THE PURPOSE OF THE SPECIFIED PROJECT AND LOCATION AND NOT FOR CONSTRUCTION OR USE FOR ANY OTHER PROJECT

DIMENSIONS, SPECIFICATION AND ARCHITECTURAL DETAILS ARE SUBJECT TO BE VOID, DRAWING ARE NOT TO BE SCALED

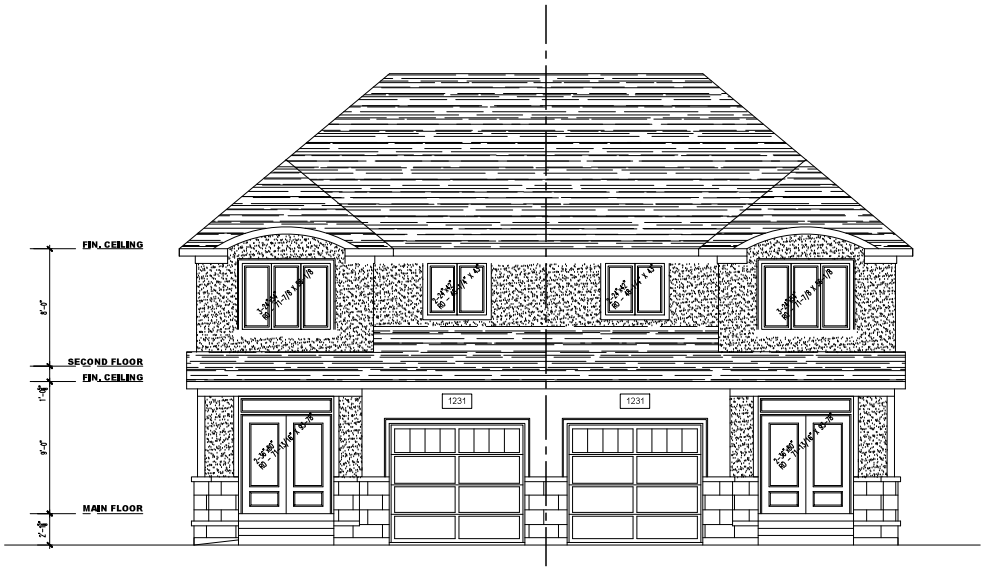
COPYRIGHT 2025 - CONCEPT STUDIO DESIGNS

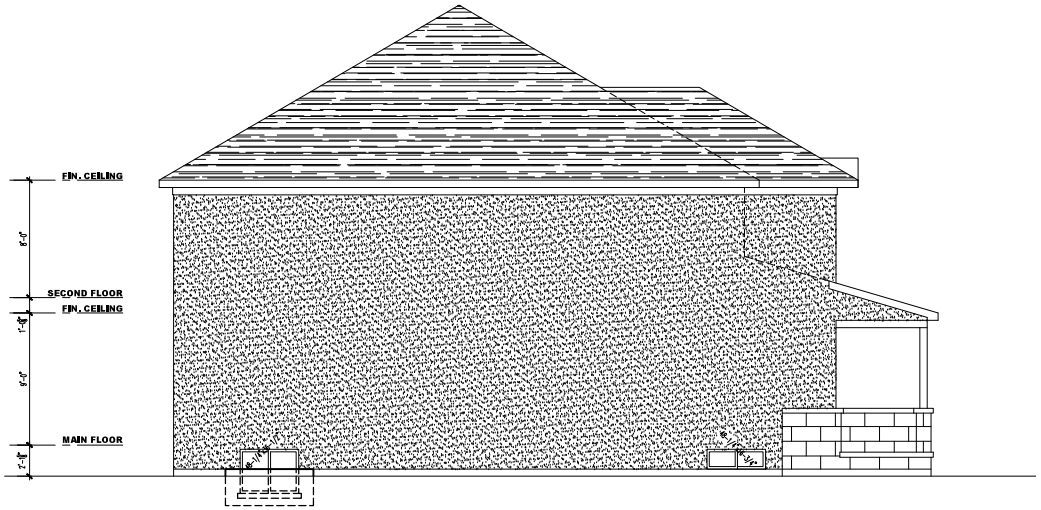
Date	ISSUED FOR

Project Name and Address
ORAK
NEW TOWNHOUSE
1841 LONGFELLOW, WINDSOR

Project Number	23-015
CAD DWG FILE	–
DRAWN BY	C.S.
CHK'D BY	C.S.
Scale	AS NOTED

Sheet
A2





CONCEPT STUDIO DESIGNS

FIRM BCIN: 47249
196 POINTE WEST DR
AMHERSTBURG, ONTARIO
OFFICE: 519.819.0423
E-MAIL:
FORD@CONCEPTSTUDIODESIGNS.COM

THE DRAWINGS, ARRANGEMENTS, ANNOTATIONS AND GRAPHICAL PRESENTATIONS ON THESE DOCUMENTS ARE THE PROPERTY OF CONCEPT STUDIO DESIGNS WHO RETAINS OWNERSHIP AND AUTHORSHIP OF THIS DOCUMENT IN ITS ENTIRETY

THE DOCUMENT IS AN INSTRUMENT OF SERVICE AND IS THE INTELLECTUAL AND PHYSICAL PROPERTY OF CONCEPT STUDIO DESIGNS

AUTHORIZED USE OF THE DRAWINGS GRANTED SOLELY FOR THE PURPOSE OF THE SPECIFIED PROJECT AND LOCATION AND NOT FOR CONSTRUCTION OR USE FOR ANY OTHER PROJECT

DIMENSIONS, specification AND ARCHITECTURAL DETAILS ARE SUBJECT TO IN SITU, DRAWING ARE NOT TO BE SCALED

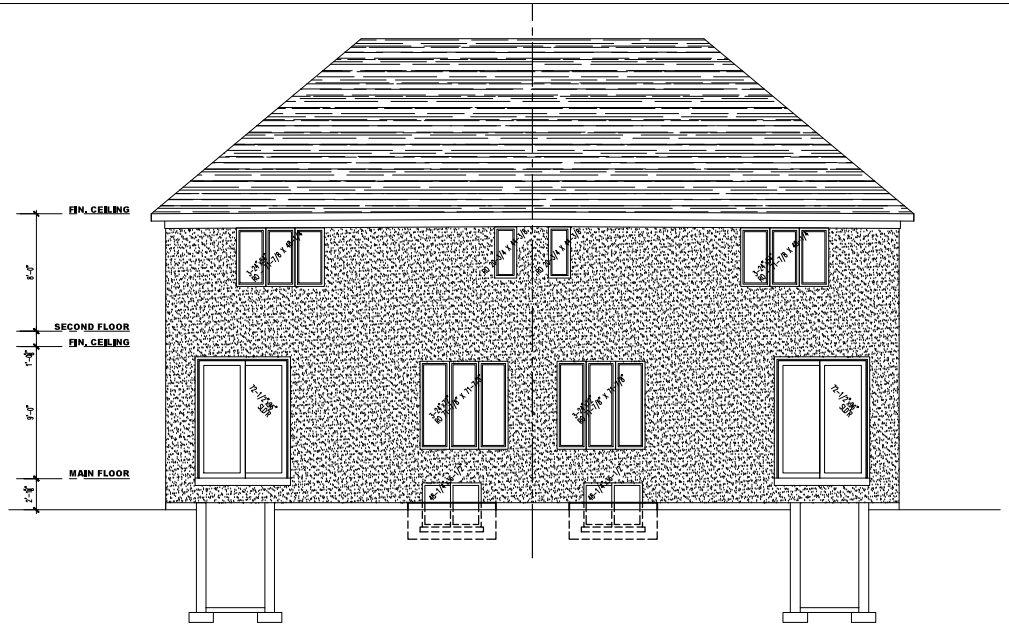
COPYRIGHT 2025 - CONCEPT STUDIO DESIGNS

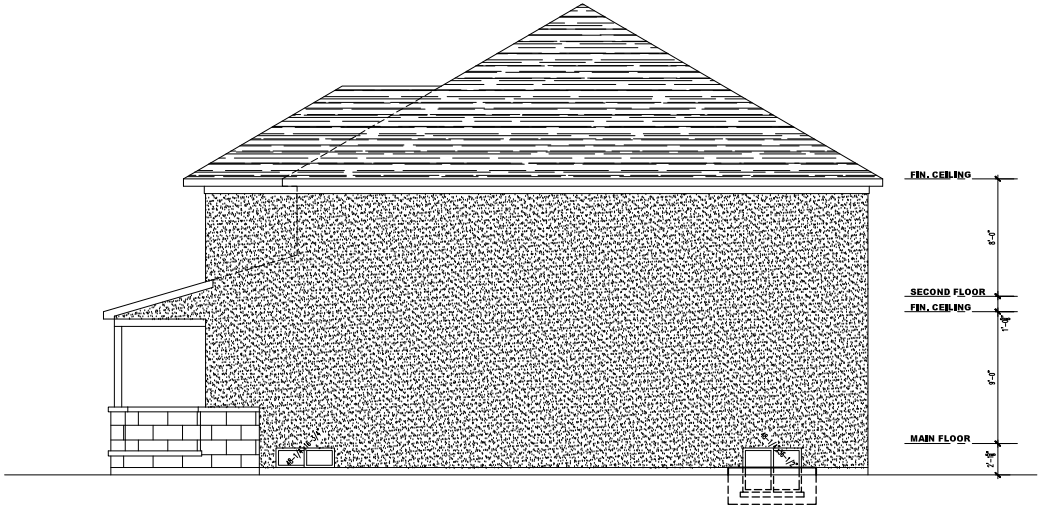
Date	ISSUED FOR

Project Name and Address
ORAK
NEW TOWNHOUSE
1841 LONGFELLOW, WINDSOR

Project Number	23-015
CAD DWG FILE	–
DRAWN BY	C.S.
CHK'D BY	C.S.
Scale	AS NOTED

Sheet
A3





CONCEPT STUDIO DESIGNS
FIRM BCIN: 47249
196 POINTE WEST DR
AMHERSTBURG, ONTARIO
OFFICE: 519.819.0423
E-MAIL:
TOREY@CONCEPTSTUDIODESIGNS.COM

THE DRAWINGS, ARRANGEMENTS, ANNOTATIONS AND GRAPHICAL PRESENTATIONS ON THESE DOCUMENTS ARE THE PROPERTY OF CONCEPT STUDIO DESIGNS WHO RETAINS OWNERSHIP AND AUTHORSHIP OF THIS DOCUMENT IN ITS ENTIRETY

THE DOCUMENT IS AN INSTRUMENT OF SERVICE AND IS THE INTELLECTUAL AND PHYSICAL PROPERTY OF CONCEPT STUDIO DESIGNS

AUTHORIZED USE OF THE DRAWINGS IS GRANTED SOLELY FOR THE PURPOSE OF THE SPECIFIED PROJECT AND LOCATION AND NOT FOR CONSTRUCTION OR USE FOR ANY OTHER PROJECT

DIMENSIONS, SPECIFICATION AND ARCHITECTURAL DETAILS ARE SUBJECT TO IN SITU, DRAWING ARE NOT TO BE SCALED

COPYRIGHT 2025 - CONCEPT STUDIO DESIGNS

Date	ISSUED FOR

Project Name and Address
ORAK
NEW TOWNHOUSE
1841 LONGFELLOW, WINDSOR

Project Number
23-015

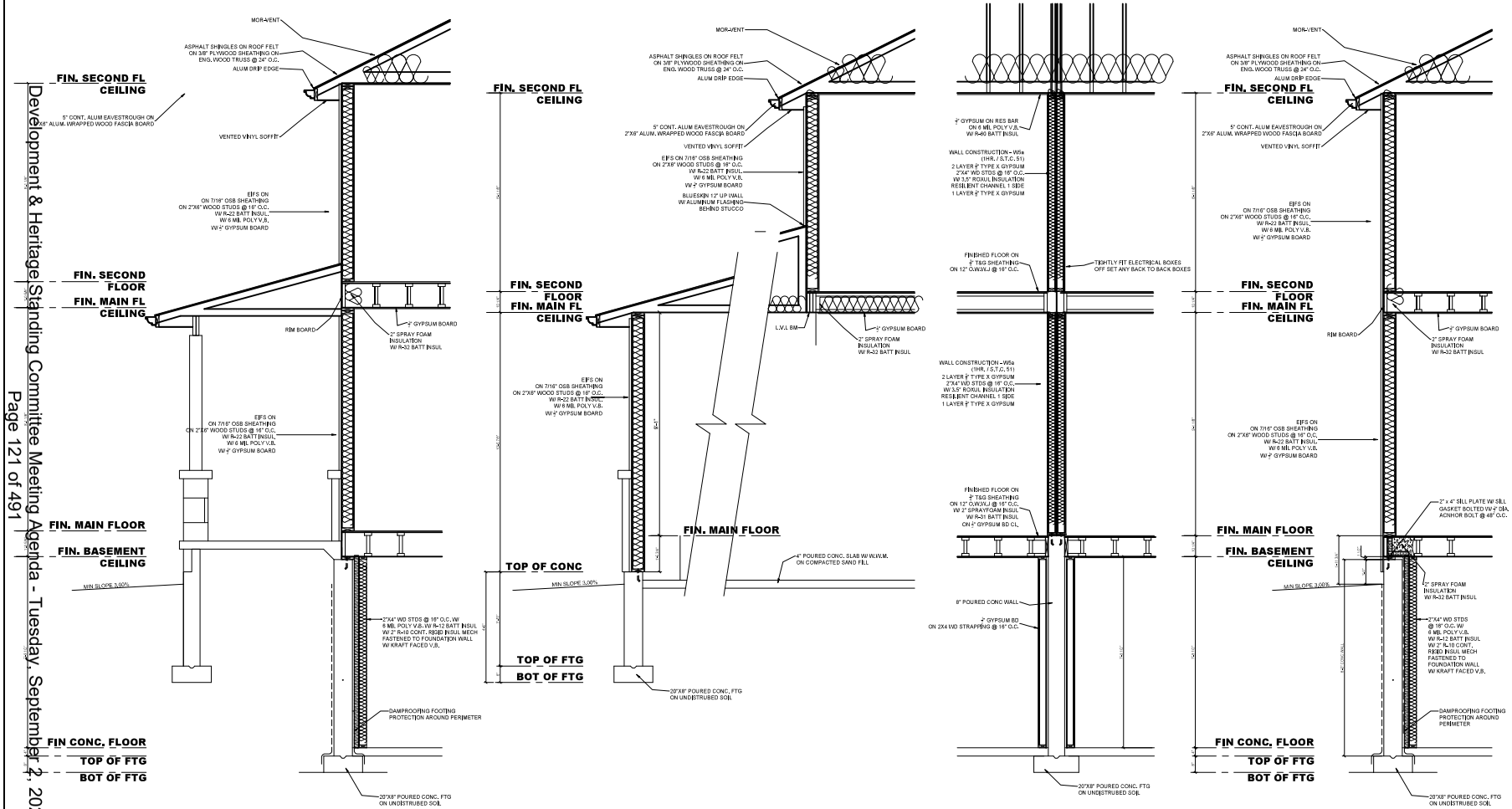
CAD DWG FILE
–

DRAWN BY
C.S.

CHK'D BY
C.S.

Scale
AS NOTED

Sheet
A4



4 A7 **DETAIL SECTION**
SCALE: ½" = 1'-0"

4 A7 **DETAIL SECTION**
SCALE: ½" = 1'-0"

3 A7 **DETAIL SECTION**
SCALE: ½" = 1'-0"

4 A7 **DETAIL SECTION**
SCALE: ½" = 1'-0"

SECTIONS
SCALE: 1/4" = 1'-0"

VALENTE HOME DEVELOPMENT
2985 DOUGALL AVE
WINDSOR, ONTARIO
OFFICE: 519.966.7777
FAX: 519.966.8140
EMAIL: COREY@VALENTECORP.COM

CONCEPT STUDIO DESIGNS
BCIN DESIGNER
COREY ST-ONGE BCIN 43838
CSD. FIRM BCIN: 47249
519.819.0423
COREY@CONCEPTSTUDIODESIGNS.COM

THE DRAWINGS, ARRANGEMENTS AND WRITTEN AND GRAPHICAL PRESENTATIONS ON THESE DOCUMENTS ARE THE PROPRIETARY PROPERTY OF CONCEPT STUDIO DESIGNS. OWNERSHIP AND ALTERATIONS OF THIS DOCUMENT IS ENTIRETY

THE DOCUMENT IS AN INSTRUMENT OF SERVICE AND IS THE INTELLECTUAL AND PHYSICAL PROPERTY OF CONCEPT STUDIO DESIGNS

AUTHORIZED USE OF THE DRAWINGS ARE STRICTLY FOR THE PURPOSE OF THE SPECIFIED PROJECT INDICATED AND NOT FOR CONSTRUCTION OR USE FOR ANY OTHER PROJECT

DIMENSIONS, SPECIFICATION AND ARCHITECTURAL DETAILING ARE SUBJECT TO FIELD VERIFICATION. DRAWINGS ARE NOT TO BE SCALED

COPYRIGHT 2025 - CONCEPT STUDIO DESIGNS

Date	ISSUED FOR
MAR 13/2025	PERMIT

Project Name and Address
MASTER PLAN - 4 UNIT
NEW 24FT WIDE 4 UNIT
2 STOREY TOWN HOUSE
ESSEX, ON

Project Number
-

CAD DWG FILE
-

DRAWN BY
C.S.

CHK'D BY
C.S.

Scale
AS NOTED

Sheet
A5

APPENDIX “B”
Site Photos

(Google Street View - November 2023)



Figure 1 - Looking west towards subject property from Longfellow Avenue

APPENDIX "C"
Excerpts from Official Plan Volumes I & II

Volume I

3. Development Strategy

3.2 Growth Concept

3.2.1 Safe, Caring and Diverse Community

NEIGHBOURHOOD HOUSING VARIETY

3.2.1.2 Encouraging a range of housing types will ensure that people have an opportunity to live in their neighbourhoods as they pass through the various stages of their lives. Residents will have a voice in how this new housing fits within their neighbourhood. As the city grows, more housing opportunities will mean less sprawl onto agricultural and natural lands.

6. Land Use

6.1 Goals

In keeping with the Strategic Directions, Council's land use goals are to achieve:

NEIGHBOURHOODS

6.1.1 Safe, caring and diverse neighbourhoods.

RESIDENTIAL

6.1.3 Housing suited to the needs of Windsor's residents.

RESIDENTIAL INTENSIFICATION

6.1.14 To direct residential intensification to those areas of the City where transportation, municipal services, community and goods and services are readily available. **(added by OPA #159 –APPROVED July 11, 2022, B/L# 100-2022)**

6.3 Residential

6.3.1 Objectives

RANGE OF FORMS & TENURES

6.3.1.1 To support a complementary range of housing forms and tenures in all neighbourhoods.

NEIGHBOURHOODS

6.3.1.2 To promote compact neighbourhoods which encourage a balanced transportation system.

INTENSIFICATION, INFILL & REDEVELOPMENT

6.3.1.3 To promote residential redevelopment, infill and intensification initiatives in locations in accordance with this plan. **(Added by OPA#159 - APPROVED July 11, 2022, B/L#100-2022)**

6.3.2 Policies

PERMITTED USES

6.3.2.1 Uses permitted in the Residential land use designation identified on Schedule D: Land Use include Low Profile, and Medium Profile dwelling units.

High Profile Residential Buildings shall be directed to locate in the City Centre, Mixed Use Centres and Mixed Use Corridors. **(Added by OPA #159 – APPROVED July 11, 2022 , B/L# 100-2022)**

TYPES OF LOW PROFILE HOUSING

6.3.2.3 For the purposes of this Plan, Low Profile housing development is further classified as follows:

(a) small scale forms: single detached, semi-detached, duplex and row and multiplexes with up to 8 units; and

(b) large scale forms: buildings with more than 8 units.

LOCATIONAL CRITERIA

6.3.2.4 Residential intensification shall be directed to the Mixed Use Nodes and areas in proximity to those Nodes. Within these areas Medium Profile buildings, up to four (4) storeys in height shall be permitted. These taller buildings shall be designed to provide a transition in height and massing from low-profile areas.

New residential development and intensification shall be located where:

(a) There is access to a collector or arterial road;

(b) Full municipal physical services can be provided;

(c) Adequate community services and open spaces are available or are planned; and

(d) Public transportation service can be provided. **(Added by OPA #159 – APPROVED July 11, 2022, B/L# 100-2022)**

EVALUATION CRITERIA FOR A NEIGHBOURHOOD DEVELOPMENT PATTERN

6.3.2.5 At the time of submission, the proponent shall demonstrate to the satisfaction of the Municipality that a proposed residential development within an area having a Neighbourhood development pattern is:

(a) feasible having regard to the other provisions of this Plan, provincial legislation, policies and appropriate guidelines and support studies for uses:

(i) within or adjacent to any area identified on Schedule C: Development Constraint Areas and described in the Environment chapter of this Plan;

(ii) adjacent to sources of nuisance, such as noise, odour, vibration and dust;

(iv) where traffic generation and distribution is a provincial or municipal concern; and

(b) in keeping with the goals, objectives and policies of any secondary plan or guideline plan affecting the surrounding area;

(c) In existing neighbourhoods, compatible with the surrounding area in terms of scale, massing, height, siting, orientation, setbacks, parking and amenity areas.

In Mature Neighbourhoods as shown on Schedule A-1, compatible with the surrounding area, as noted above, and consistent with the streetscape, architectural style and materials, landscape character and setback between the buildings and streets; **(Added by OPA #159 – APPROVED July 11 2022, B/L# 100-2022)**

(d) provided with adequate off street parking;

(e) capable of being provided with full municipal physical services and emergency services; and

11. Tools

11.6 Zoning

11.6.1 Objectives

COMPATIBLE USES

11.6.1.2 To ensure compatibility between land uses.

11.6.3 Zoning By-law Amendment Policies

EVALUATION CRITERIA

11.6.3.3 When considering applications for Zoning By-law amendments, Council shall consider the policies of this Plan and will, without limiting the generality of the foregoing, consider such matters as the following:

(a) The relevant evaluation criteria contained in the Land Use Chapter of this Plan, Volume II:

(b) Relevant support studies;

(c) The comments and recommendations from municipal staff and circularized agencies;

(d) Relevant provincial legislation, policies and appropriate guidelines; and

(e) The ramifications of the decision on the use of adjacent or similar lands.

Volume II

4. South Cameron Planning Area

4.5 Goals

Based on the background analysis and input received at the public meetings, the following development goals are established.

EFFICIENT LAND USE

4.5.1 Promote land use patterns, residential densities and building forms that make efficient use of existing resources, services and infrastructure

NOISE PROTECTION

4.5.5 Facilitate noise reduction in development and protect residents from unacceptable levels of noise

4.7 Policies

Based upon the background analysis, public input, and consultants' studies, a development concept was prepared (refer to Schedule SC-1: Development Concept). The intent of this secondary plan is to achieve the previously described goals and objectives, establish a land use pattern and set out policies to guide future development.

4.7.1 Residential

This secondary plan provides primarily for residential development which complements the development that has already occurred within this planning district. In this regard, residential development will be primarily low profile with limited provision for medium and high profile housing to afford a variety of choices in housing forms.

Residential areas are allocated to allow safe and convenient access to parks, schools and major roads leading to commercial facilities and employment areas.

LOW PROFILE RESIDENTIAL DEFINED

4.7.1.4 For the purpose of this secondary plan, Low Profile Residential development comprise single detached and semi-detached dwellings only.

SCHEDULE SC-3: NOISE CONTROL CONDITIONS

4.7.1.9 Noise abatement shall be required to be incorporated in zoning by-laws, and/or site plan agreements in areas as shown on Schedule SC-3: Noise Control Areas as follows:

(d) No building permits for new dwelling units or other sensitive land uses shall be issued by the Commissioner of Planning and Building Services in Area “E” on Schedule SC-3: Noise Control Areas, Area “E” being composed of all residentially designated land within 1000 metres of the Van de Water Rail Yard, unless the following warning clause is included in all agreements of purchase, lease and sale is registered on title:

RAIL YARD WARNING CLAUSE

All persons intending to acquire an interest in the real property by purchase or lease are advised of the proximity of the Canadian National Railway's Yards, which operate on a 24-hour basis. It is possible that the rail yard operations may cause disturbance and may be altered or expanded which could affect the living environment of the residents despite the inclusion of any noise and vibration attenuating measures in the design of the outdoor amenity area(s) and individual dwelling(s). Residents are advised that further mitigation cannot be expected and Canadian National Railways will not be responsible for any complaints or claims arising from use of such facilities and/or operations. **(amended by OMB order 1485 – 11/01/2002)**

4.7.10 Environment

A community park/woodland in the centre of the district is intended for conservation. The area contains mature and successional deciduous woods. These woods should be protected and adjacent development is to be designed in accordance with the policies to protect and visually expose this feature.

Environmental Policy Areas B are designated in Volume I: The Primary Plan at several locations in the district. These areas are also wooded, however, because of their peripheral location, successional wooded character and/or narrow shape, some controlled development is permitted.

Noise pollution from surrounding roads and railway tracks is a serious problem and appropriate measures are required.

NOISE STUDY

4.7.10.2 The Noise Study shall identify all noise sources affecting the subject lands (e.g. industrial uses, Windsor Airport, major roads and railway tracks) and assess their impact and recommend noise abatement measures for the proposed residential developments.

4.10 Implementation

4.10.4 Zoning By-law Amendments

ZONING AMENDMENTS 4.10.4.1 Amendments to Zoning By-law 3072 will be considered having regard to the development policies for the South Cameron Planning District established by this secondary plan.

INITIATION 4.10.4.2 Zoning amendments will normally be considered when applications are received from property owners (or their authorized agents) within this planning district. This does not, however, preclude the Corporation of the City of Windsor from initiating amendments to Zoning By-law 3072 where the amendments are perceived to be in the interest of good planning.

4.10.6 Interim Traffic Control Measures

INTERIM TRAFFIC CONTROL MEASURES 4.10.6.1 To relieve the traffic pressure on Dominion, a one way street system along Dominion and Longfellow with possible intersection improvements at Totten/Campbell Street will be investigated as an interim measure in consultation with residents.

APPENDIX "D"
Excerpts from Zoning By-law 8600

SECTION 10 - RESIDENTIAL DISTRICTS 1. (RD1.)

(B/L 10358 Jul 16/1990; B/L 11093 Jul 20/1992; B/L 33-2001 Oct 23/2001 OMB Order 1716 PL010233; B/L 370-2001 Nov 15/2001; B/L 363-2002 Dec 31/2002; B/L 220-2002 Feb 24/2003; B/L 10-2004 Jan 12/2005, OMB Order 0055 PL040143; B/L 114-2016 Sep 19/2016; B/L 164-2017 Dec 7/2017; B/L 95-2019 Sep 27/2019; B/L 101-2022 Jul 11/2022; B/L 52-2024 Apr 22/2024)

10.1 RESIDENTIAL DISTRICT 1.1 (RD1.1)

10.1.1 PERMITTED USES

Existing Duplex Dwelling
Existing Semi-Detached Dwelling
One *Single Unit Dwelling*
Any use accessory to the preceding uses

10.1.5 PROVISIONS

		Duplex Dwelling	Semi-Detached Dwelling	Single Unit Dwelling
.1	Lot Width – minimum	9.0 m	15.0 m	15.0 m
.2	Lot Area – minimum	360.0 m^2	450.0 m^2	450.0 m^2
.3	Lot Coverage – maximum	45.0%	45.0%	45.0%
.4	Main Building Height – maximum	9.0 m	9.0 m	9.0 m
.5	Front Yard Depth – minimum	6.0 m	6.0 m	6.0 m
.6	Rear Yard Depth – minimum	7.50 m	7.50 m	7.50 m
.7	Side Yard Width – minimum	1.20 m	1.20 m	1.20 m
.10	Gross Floor Area – main building – maximum	400 m^2	400 m^2	400 m^2

(B/L 101-2022 July 11/2022; B/L 52-2024 Apr 22/2024)

APPENDIX "E"
Consultations

CALDWELL FIRST NATION COMMUNITY

No comments provided

CANADIAN PACIFIC RAILWAY

No comments provided

ENGINEERING - DEVELOPMENT

We have reviewed the subject Rezoning application and have the following comments:

Sewers

The site may be serviced by a 250mm sanitary sewer and a ditch located within Longfellow Avenue right-of-way. If possible existing connections should be utilized. Any redundant connections shall be abandoned in accordance with the City of Windsor Engineering Best Practice B.P 1.3.3.

Right of-Way

Longfellow Avenue is classified as Residential Road according to the Official Plan requiring a right-of-way width of 20.10m; the current right-of-way is 20.10m. Therefore, no conveyance is required currently.

In summary we have no objection to the proposed development, subject to the following requirements:

If you have any further questions or concerns, please contact Juan Florian, of this department at jflorian@citywindsor.ca.

[Juan Paramo - Development Engineer]

ENGINEERING - R.O.W.

Required Drawing Revisions:

1. **Driveway Approaches** – Do not conform to City of Windsor Standards, which must be constructed with straight flares and no raised curbs within the right-of-way.
    - Modify as per Standard Engineering Drawing [AS-221/AS-222 and AS-209].
2. **Sewer Connections** – All existing and proposed storm, sanitary and water services must be identified on the drawings, as well as the associated mainline sewers/water mains.
    - Modify drawings to include all sewer connections and water services.

- Identify any redundant connections to be abandoned in accordance with Engineering Best Practice BP1.3.3.

Right-of-Way Permit Requirements

CCTV Sewer Inspection – The Owner further agrees to provide at its entire expense, and to the satisfaction of the City Engineer, a video inspection, of any existing connections proposed for reuse to ensure the suitability of the connection for use in accordance with City of Windsor Standard Specifications S-32 CCTV Sewer Inspection

Driveway Approaches – The Owner further agrees that driveway approaches shall be constructed in such width and location as shall be approved by the City Engineer, with straight flare driveway approaches and no raised curbs within the right-of-way. The Owner shall have the option of constructing said driveway approaches as follows:

1. Residential Property

    a. Asphalt in accordance with City of Windsor Standard Drawing AS-221; or
    b. Concrete in accordance with City of Windsor Standard Drawing AS-222
    c. Driveway approach across culvert in accordance with City of Windsor Standard Drawing AS-209

Sewer Connections – The site is serviced by a 250mm sanitary sewer and a ditch located within the Longfellow Ave Street right-of-way. All existing and proposed storm, sanitary and water services must be identified on the drawings, as well as the associated mainline sewers/water mains.

- Modify drawings to include all sewer connections and water services.

- Identify any redundant connections to be abandoned in accordance with Engineering Best Practice BP1.3.3.

If you have any further questions or concerns, please contact Dan Perissinotti, of this department at dperissinotti@citywindsor.ca.

[Mark Schaffhauser - Technologist III]

ENWIN UTILITIES LTD. - HYDRO ENGINEERING

Comments to Stage 1 Planning Consultation Application - PC-012/24 (February 8, 2024)

No objection provided adequate clearances are achieved and maintained. Take note of ENWIN owned hydro poles carrying overhead primary and secondary conductors at the West edge of the property.

Be advised: The hydro poles carrying overhead primary and secondary conductors mentioned above may require relocation/removal or accommodations in design in order to maintain adequate clearance or to clear land for construction.

[Jeremy Allossery - Hydro Engineering Technologist]

ENWIN UTILITIES LTD. - WATER ENGINEERING

Comments to Stage 1 Planning Consultation Application - PC-012/24 (February 8, 2024)

Water Engineering has no objections. The existing water service is to be abandoned and upgraded for the new proposed development.

[Bruce Ogg - Water Project Review Officer]

FORESTRY

Comments to Stage 1 Planning Consultation Application - PC-012/24 (February 12, 2024)

Forestry has no assets on this property.

[Yemi Adeyeye - Manager of Forestry & Natural Areas]

NATURAL HERITAGE

Comments to Stage 1 Planning Consultation Application - PC-012/24 (February 12, 2024)

Natural Areas has no comments on this liaison.

[Karen Alexander - Naturalist & Outreach Coordinator]

PARKS DESIGN & DEVELOPMENT

Comments to Stage 1 Planning Consultation Application - PC-012/24 (February 12, 2024)

Parks D&D has no objection to this Liaison.

[Hoda Kameli - Landscape Architect]

PLANNING DEPARTMENT - HERITAGE

Comments to Stage 1 Planning Consultation Application - PC-012/24 (February 6, 2024)

The subject property is located within an area of high archaeological potential. However, the proposed development is on top of lands that have been previously disturbed, the subject property is a standard sized residential lot and the proposed development will not lead to an impact on the land greater than one residential building envelope. Nevertheless, the Applicant should be notified of the following archaeological precaution.

1. Should archaeological resources be found during grading, construction or soil removal activities, all work in the area must stop immediately and the City's Planning & Building Department, the City's Manager of Culture and Events, and the Ontario Ministry of Citizenship and Multiculturalism must be notified and confirm satisfaction of any archaeological requirements before work can recommence.
2. In the event that human remains are encountered during grading, construction or soil removal activities, all work in that area must be stopped immediately and the site secured. The local police or coroner must be contacted to determine whether or not

the skeletal remains are human, and whether the remains constitute a part of a crime scene. The Local police or coroner will then notify the Ontario Ministry of Citizenship and Multiculturalism and the Registrar at the Ministry of Government and Consumer Services if needed, and notification and satisfactory confirmation be given by the Ministry of Citizenship and Multiculturalism.

Contacts:

Windsor Planning & Building Department:

519-255-6543 x6179, ktang@citywindsor.ca, planningdept@citywindsor.ca

Windsor Manager of Culture and Events (A):

Michelle Staadegaard, (O) 519-253-2300x2726, (C) 519-816-0711, mstaadegaard@citywindsor.ca

Ontario Ministry of Citizenship and Multiculturalism

Archaeology Programs Unit, 1-416-212-8886, Archaeology@ontario.ca

Windsor Police: 911

Ontario Ministry of Government & Consumer Services

A/Registrar of Burial Sites, War Graves, Abandoned Cemeteries and Cemetery Closures, 1-416-212-7499, Crystal.Forrest@ontario.ca

[Tracy Tang - Heritage Planner]

PLANNING DEPARTMENT - LANDSCAPE ARCHITECT

Comments to Stage 1 Planning Consultation Application - PC-012/24 (February 9, 2024)

No additional studies required from a landscape architectural or urban design perspective.

[Stefan Fediuk - Landscape Architect / Acting Senior Urban Designer]

TRANSPORTATION PLANNING

Comments to Stage 1 Planning Consultation Application - PC-012/24 (February 12, 2024)

No supporting information required

[Elara Mehrilou - Transportation Planner I]

WALPOLE ISLAND FIRST NATION

No comments provided

APPENDIX "F"
Draft Amending By-law

B Y - L A W N U M B E R -2025

A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW"

Passed the day of , 2025.

WHEREAS it is deemed expedient to further amend By-law Number 8600 of the Council of The Corporation of the City of Windsor, cited as the "City of Windsor Zoning By-law" passed the 31st day of March, 1986, as heretofore amended:

THEREFORE the Council of The Corporation of the City of Windsor enacts as follows:

1. That subsection 91.10 of Section 91, of said by-law, is amended by adding the following clause:

5. WEST SIDE OF LONGFELLOW AVENUE BETWEEN ARCADIA STREET AND CALUMET STREET

For the lands comprising of Part of Lot 138, Lots 139 & 140, and Part of Closed Alley, Plan 557 (PIN 01313-1596 LT & 01313-1597 LT), a *Semi-Detached Dwelling* shall be an additional permitted *main use* and shall be subject to the *Semi-Detached Dwelling* provisions of Section 10.1.5, save and except that the *maximum gross floor area* shall be 410 m^2.

[ZDM 4, 7 & 8; ZNG/7312]

2. The said by-law is further amended by changing the Zoning District Maps or parts thereof referred to in Section 1, of said by-law and made part thereof, so that the lands described in Column 3 are delineated by a broken line and further identified by the zoning symbol shown in Column 5:

1. Item Number	2. Zoning District Map Part	3. Lands Affected	4. Zoning Symbol	5. Zoning Symbol
1	4, 7 & 8	Part of Lot 138, Lots 139 & 140, and Part of Closed Alley, Plan 557, PIN 01313-1596 LT & 01313-1597 LT (located on the west side of Longfellow Avenue between Arcadia Street and Calumet Street)	RD1.1	RD1.1x(5)

DREW DILKENS, MAYOR

CLERK

First Reading - , 2025

Second Reading - , 2025

Third Reading - , 2025

SCHEDULE 2

1. By-law _____ has the following purpose and effect:

   To amend the zoning of the lands located on the west side of Longfellow Avenue between Arcadia Street and Calumet Street, legally described as Part of Lot 138, Lots 139 & 140, and Part of Closed Alley, Plan 557, PIN 01313-1596 LT and PIN 01313-1597 LT, so as to permit the development of a semi-detached dwelling on the subject land.

   The amending by-law maintains the RD1.1 zoning on the subject land and adds a special zoning provision permitting a semi-detached dwelling with an increased maximum gross floor area for a main building of 410 m^2.

2. Key map showing the location of the lands to which By-law _____applies.



PART OF ZONING DISTRICT MAPS 4, 7, 8

N.T.S.

SCHEDULE 2

Applicant:Orak Stucco

SUBJECT LANDS

PLANNING & BUILDING DEPARTMENT

DATE : JUNE, 2025
FILE NO. : Z-017/25, ZNG/7312

APPENDIX "G"

Zoning Analysis (200 metre Catchment Area)

Municipal Address	Use	Age of Main Building	Lot Width (m) (Approximate)	Lot Area (m2) (Approximate)	Density (Approximate) (uph)	Density with ADU's (Approximate) (uph)
0 Dominion Boulevard	Vacant Land	N/A	15.2	510.8	19.6	58.7
1763 Longfellow Avenue	Single Unit Dwelling	1978	30.5	1,131.1	8.8	26.5
1772 Dominion Boulevard	Single Unit Dwelling	1998	15.2	511.4	19.6	58.7
1775 Longfellow Avenue	Single Unit Dwelling	1996	12.4	415.0	24.1	72.3
1777 Dominion Boulevard	Single Unit Dwelling	1938	57.9	1,866.4	5.4	16.1
1778 Dominion Boulevard	Single Unit Dwelling	1956	22.9	879.0	11.4	34.1
1781 Dominion Boulevard	Single Unit Dwelling	1999	15.2	510.9	19.6	58.7
1781 Longfellow Avenue	Single Unit Dwelling	1996	12.4	415.2	24.1	72.3
1782 Dominion Boulevard	Single Unit Dwelling	1996	15.2	511.2	19.6	58.7
1785 Dominion Boulevard	Single Unit Dwelling	1997	15.2	510.9	19.6	58.7
1785 Longfellow Avenue	Single Unit Dwelling	1996	12.4	475.7	21.0	63.1
1787 Dominion Boulevard	Single Unit Dwelling	1935	22.9	829.2	12.1	36.2
1787 Longfellow Avenue	Single Unit Dwelling	1996	12.4	415.9	24.0	72.1
1788 Dominion Boulevard	Single Unit Dwelling	1996	15.2	510.8	19.6	58.7
1788 Longfellow Avenue	Single Unit Dwelling	1935	8.6	737.9	13.6	40.7
1789 Longfellow Avenue	Single Unit Dwelling	1996	12.4	475.1	21.0	63.1
1791 Longfellow Avenue	Single Unit Dwelling	1996	12.4	461.1	21.7	65.1
1793 Longfellow Avenue	Single Unit Dwelling	1940	24.8	892.3	11.2	33.6
1794 Dominion Boulevard	Single Unit Dwelling	1996	12.5	491.1	20.4	61.1
1797 Dominion Boulevard	Single Unit Dwelling	1998	13.9	519.8	19.2	57.7
1798 Dominion Boulevard	Single Unit Dwelling	1940	32.7	1,115.2	9.0	26.9
1800 Longfellow Avenue	Single Unit Dwelling	1999	15.2	510.8	19.6	58.7
1801 Dominion Boulevard	Single Unit Dwelling	1998	13.9	519.8	19.2	57.7
1804 Dominion Boulevard	Single Unit Dwelling	1945	22.9	766.2	13.1	39.2
1805 Longfellow Avenue	Single Unit Dwelling	1998	22.9	870.7	11.5	34.5
1808 Dominion Boulevard	Single Unit Dwelling	2018	11.4	409.3	24.4	73.3
1808 Longfellow Avenue	Single Unit Dwelling	1999	15.2	510.8	19.6	58.7
1817 Longfellow Avenue	Single Unit Dwelling	1940	30.5	1,091.3	9.2	27.5
1818 Dominion Boulevard	Single Unit Dwelling	2018	11.4	409.2	24.4	73.3
1818 Longfellow Avenue	Single Unit Dwelling	1999	15.2	510.8	19.6	58.7
1819 Dominion Boulevard	Single Unit Dwelling	1935	22.9	766.3	13.0	39.1
1823 Dominion Boulevard	Single Unit Dwelling	2015	15.2	510.8	19.6	58.7
1828 Longfellow Avenue	Single Unit Dwelling	2000	15.2	510.8	19.6	58.7

APPENDIX "G"

Zoning Analysis (200 metre Catchment Area)

1829 Dominion Boulevard	Single Unit Dwelling	2017	15.2	510.7	19.6	58.7
1830 Dominion Boulevard	Single Unit Dwelling	1955	15.4	549.6	18.2	54.6
1831 Longfellow Avenue	Single Unit Dwelling	1925	22.9	818.5	12.2	36.7
1834 Dominion Boulevard	Single Unit Dwelling	2004	15.1	543.9	18.4	55.2
1835 Dominion Boulevard	Single Unit Dwelling	2016	15.2	511.0	19.6	58.7
1841 Dominion Boulevard	Vacant Land	N/A	15.2	511.0	19.6	58.7
1841 Longfellow Avenue	Single Unit Dwelling	1935	18.3	657.2	30.4	91.3
1842 Longfellow Avenue	Single Unit Dwelling	1954	22.9	818.3	12.2	36.7
1844 Dominion Boulevard	Single Unit Dwelling	1997	15.2	510.8	19.6	58.7
1844 Longfellow Avenue	Single Unit Dwelling	1999	14.6	523.8	19.1	57.3
1845 Alexandra Avenue	Single Unit Dwelling	1925	15.2	510.8	19.6	58.7
1845 Dominion Boulevard	Single Unit Dwelling	1958	22.9	766.3	13.1	39.2
1845 Longfellow Avenue	Single Unit Dwelling	1945	12.2	491.1	20.4	61.1
1847 Longfellow Avenue	Single Unit Dwelling	1996	13.7	491.1	20.4	61.1
1848 Dominion Boulevard	Single Unit Dwelling	1997	15.2	510.8	19.6	58.7
1849 Longfellow Avenue	Single Unit Dwelling	1996	22.9	766.2	13.1	39.2
1850 Longfellow Avenue	Single Unit Dwelling	1935	15.2	567.4	17.6	52.9
1854 Dominion Boulevard	Single Unit Dwelling	1999	13.4	466.1	21.5	64.4
1855 Dominion Boulevard	Single Unit Dwelling	1998	15.2	510.8	19.6	58.7
1858 Dominion Boulevard	Single Unit Dwelling	1999	13.4	466.1	21.5	64.4
1858 Longfellow Avenue	Single Unit Dwelling	1935	26.7	893.9	11.2	33.6
1867 Longfellow Avenue	Single Unit Dwelling	1997	15.2	563.1	17.8	53.3
1869 Dominion Boulevard	Single Unit Dwelling	1920	41.9	2,623.8	3.8	11.4
1870 Dominion Boulevard	Single Unit Dwelling	2019	19.0	680.4	14.7	44.1
1872 Longfellow Avenue	Single Unit Dwelling	2023	19.1	638.5	15.7	47.0
1878 Longfellow Avenue	Single Unit Dwelling	1935	15.2	510.8	19.6	58.7
1879 Dominion Boulevard	Single Unit Dwelling	2020	15.2	510.8	19.6	58.7
1880 Dominion Boulevard	Single Unit Dwelling	1950	22.9	766.2	13.1	39.2
1882 Dominion Boulevard	Single Unit Dwelling	1999	22.9	818.5	12.2	36.7
1885 Longfellow Avenue	Single Unit Dwelling	1997	13.7	522.4	19.1	57.4
1886 Dominion Boulevard	Single Unit Dwelling	1945	22.9	818.5	12.2	36.7
1887 Longfellow Avenue	Single Unit Dwelling	2020	12.2	440.0	22.7	68.2
1888 Longfellow Avenue	Single Unit Dwelling	1938	22.9	818.8	12.2	36.6
1889 Dominion Boulevard	Single Unit Dwelling	2021	15.2	510.8	19.6	58.7
1889 Longfellow Avenue	Single Unit Dwelling	2019	12.2	436.5	22.9	68.7
1890 Curry Avenue	Single Unit Dwelling	2015	15.5	552.5	18.1	54.3
1890 McKay Avenue	Single Unit Dwelling	2017	Cul-de-sac	557.9	17.9	53.8
1891 McKay Avenue	Single Unit Dwelling	2017	15.5	552.5	18.1	54.3
1896 McKay Avenue	Single Unit Dwelling	2016	Cul-de-sac	475.2	21.0	63.1

APPENDIX "G"

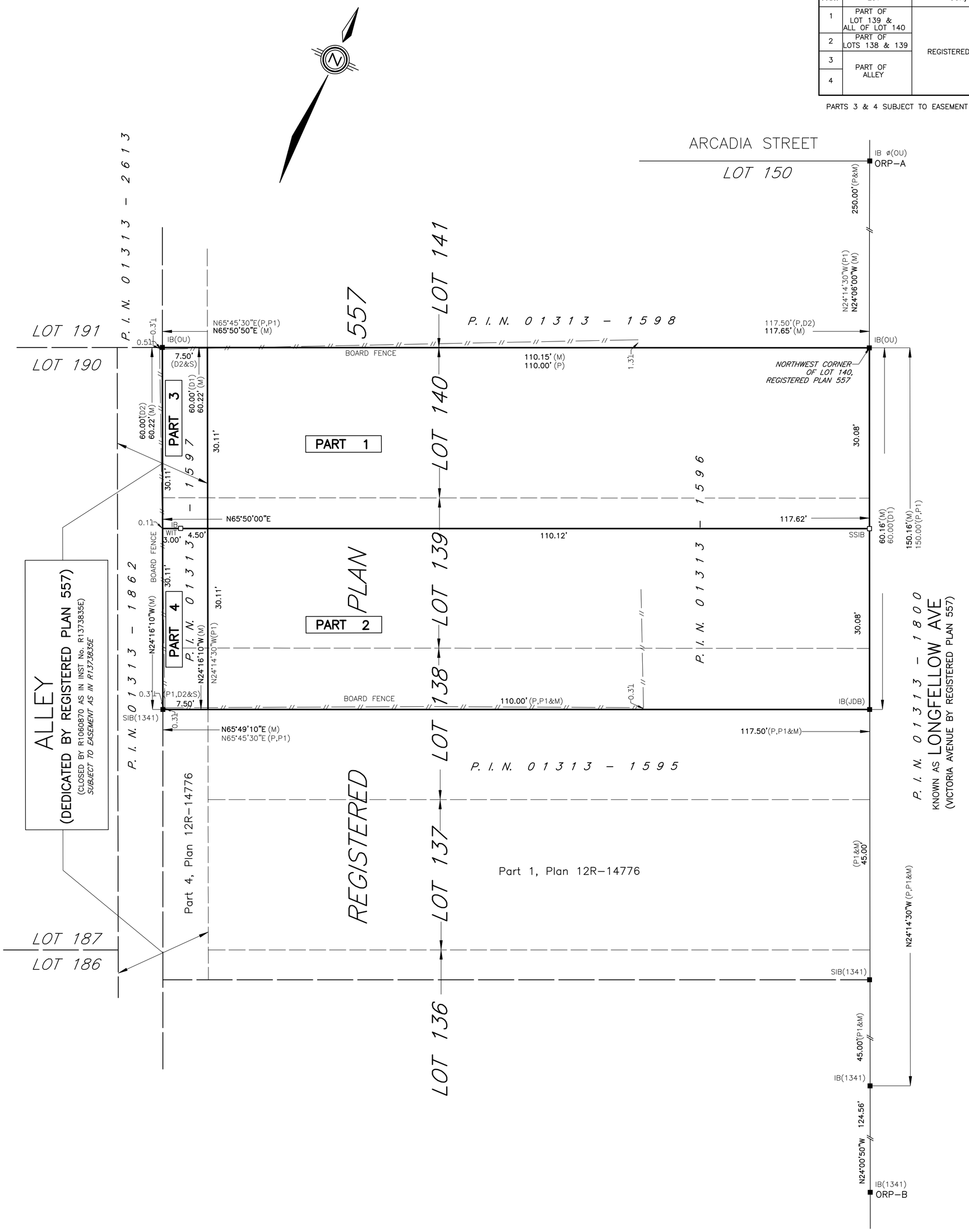
Zoning Analysis (200 metre Catchment Area)

1898 Longfellow Avenue	Single Unit Dwelling	1930	22.9	766.2	13.1	39.2
1901 Longfellow Avenue	Single Unit Dwelling	1996	15.2	510.8	19.6	58.7
1903 Dominion Boulevard	Single Unit Dwelling	1959	30.5	3,211.8	3.1	9.3
1909 Dominion Boulevard	Single Unit Dwelling	2016	14.8	496.4	20.1	60.4
1909 McKay Avenue	Single Unit Dwelling	2015	18.3	561.1	17.8	53.5
1911 Dominion Boulevard	Vacant Land	N/A	12.6	419.4	23.8	71.5
1911 Longfellow Avenue	Single Unit Dwelling	1930	15.2	545.7	18.3	55.0
1915 Dominion Boulevard	Single Unit Dwelling	2000	22.6	759.5	13.2	39.5
1916 Longfellow Avenue	Single Unit Dwelling	1996	15.2	510.8	19.6	58.7
1917 Dominion Boulevard	Single Unit Dwelling	2024	22.0	747.9	13.4	40.1
1919 Dominion Boulevard	Single Unit Dwelling	2024	13.5	450.9	22.2	66.5
1921 Longfellow Avenue	Single Unit Dwelling	1940	16.8	600.3	16.7	50.0
1922 Longfellow Avenue	Single Unit Dwelling	1935	7.6	255.4	39.2	117.5
1928 McKay Avenue	Single Unit Dwelling	2012	Cul-de-sac	424.5	23.6	70.7
1929 Longfellow Avenue	Single Unit Dwelling	1940	21.3	763.8	13.1	39.3
1930 Dominion Boulevard	Single Unit Dwelling	1970	30.5	1,021.7	9.8	29.4
1930 Longfellow Avenue	Single Unit Dwelling	1996	15.2	510.8	19.6	58.7
1932 McKay Avenue	Single Unit Dwelling	2012	Cul-de-sac	435.8	22.9	68.8
1936 Longfellow Avenue	Single Unit Dwelling	1935	12.2	590.0	16.9	50.8
1936 McKay Avenue	Single Unit Dwelling	2012	Cul-de-sac	506.3	19.8	59.3
1937 Longfellow Avenue	Single Unit Dwelling	1996	15.2	545.7	18.3	55.0
1940 Dominion Boulevard	Single Unit Dwelling	1958	22.9	818.5	12.2	36.7
1940 Longfellow Avenue	Single Unit Dwelling	1947	12.1	431.6	23.2	69.5
1940 McKay Avenue	Single Unit Dwelling	2011	Cul-de-sac	854.1	11.7	35.1
1942 Longfellow Avenue	Single Unit Dwelling	1948	15.2	510.8	19.6	58.7
1944 McKay Avenue	Single Unit Dwelling	2012	Cul-de-sac	557.7	17.9	53.8
1947 Longfellow Avenue	Single Unit Dwelling	2002	22.9	818.5	12.2	36.7
1948 McKay Avenue	Single Unit Dwelling	2011	Cul-de-sac	661.9	15.1	45.3
1950 Dominion Boulevard	Single Unit Dwelling	1957	22.9	818.5	12.2	36.7
Average			18.1	662.1	17.5	52.6
Subject Property						
High						
Low						

PARTS SCHEDULE

PART	LOT	CON/PLAN	P.I.N.	AREA
1	PART OF LOT 139 & ALL OF LOT 140	REGISTERED PLAN 557	ALL OF 01313–1596	3310.0 Sq.F
2	PART OF LOTS 138 & 139			3312.0 Sq.F
3	PART OF ALLEY		ALL OF 01313–1597	226.0 Sq.F
4				226.0 Sq.F

PARTS 3 & 4 SUBJECT TO EASEMENT AS IN R1373835E



PLAN OF SURVEY
OF
PART OF LOT 138
AND
LOTS 139 AND 140
AND
PART OF ALLEY
REGISTERED PLAN 557
GEOGRAPHIC TOWNSHIP OF SANDWICH WEST
NOW IN THE
CITY OF WINDSOR
COUNTY OF ESSEX, ONTARIO
VERHAEGEN LAND SURVEYORS, A DIVISION OF J.D. BARNES LTD.

SCALE : 1"=10'

0 5.0 10.0 20.0 30.0 FEET 50.0

THE INTENDED PLOT SIZE OF THIS PLAN IS 24" IN WIDTH BY 24" IN HEIGHT WHEN PLOTTED AT A SCALE OF 1"=10'

"IMPERIAL" DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN FEET AND CAN BE CONVERTED TO METRES BY MULTIPLYING BY 0.3048

INTEGRATION DATA

OBSERVED REFERENCE POINTS (ORPs): UTM ZONE 17 NAD83 (CSRS) (2010.0).
COORDINATES TO URBAN ACCURACY PER SECTION 14 (2) OF O.REG 216/10.

POINT ID	NORTHING	EASTING
ORP–A	15366959.13'	1089223.36'
ORP–B	15366480.33'	1089437.74'

COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE–ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

FOR BEARING COMPARISONS THE FOLLOWING ROTATIONS WERE APPLIED TO CONVERT TO GRID BEARINGS	
PLAN	CLOCKWISE ROTATION
P	03°45'30"
P1	00°53'00"

LEGEND AND NOTES

BEARINGS ARE UTM GRID, DERIVED FROM OBSERVED REFERENCE POINTS A AND B, BY REAL TIME NETWORK (RTN) OBSERVATIONS, UTM ZONE 17, NAD83 (CSRS)(2010.0).

DISTANCES ON THIS PLAN ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.999924

ALL MONUMENTS SHOWN THUSLY □ ARE IRON BARS (IB) UNLESS OTHERWISE NOTED.
SIB DENOTES 25mm X 25mm X 1.22m STANDARD IRON BAR
SSIB DENOTES 25mm X 25mm X 0.61m SHORT STANDARD IRON BAR
IB DENOTES 16mm X 16mm X 0.61m IRON BAR
IB ø DENOTES 19mm diameter X 0.61m ROUND IRON BAR
CC DENOTES CUT–CROSS
CP DENOTES 5mm X 50mm STEEL PIN
PB DENOTES PLASTIC BAR
■ DENOTES SURVEY MONUMENT FOUND
□ DENOTES SURVEY MONUMENT SET AND MARKED JDB
WIT. DENOTES WITNESS ⊥ DENOTES PERPENDICULAR
(S) DENOTES SET (M) DENOTES MEASURED
ORP DENOTES OBSERVED REFERENCE POINT
ALL SET SSIB AND PB MONUMENTS WERE USED DUE TO LACK OF OVERBURDEN AND/OR PROXIMITY OF UNDERGROUND UTILITIES IN ACCORDANCE WITH SECTION 11(4) OF O.REG. 525/91.
(NI) DENOTES NOT IDENTIFIABLE (OU) DENOTES ORIGIN UNKNOWN
(S/P) DENOTES SET PROPORTIONALLY
(1744) DENOTES VERHAEGEN SURVEYORS INC., O.L.S.
(JDB) DENOTES J.D. BARNES LIMITED, O.L.S.
(1341) DENOTES RICHARD W. MURRAY, O.L.S.
(P) DENOTES REGISTERED PLAN 557
(P1) DENOTES PLAN 12R–14776
(D1) DENOTES INST. No. SW59736
(D2) DENOTES INST. No. R1373835

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:

1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT, THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
2. THIS SURVEY WAS COMPLETED ON THE 5th, DAY OF OCTOBER, 2023

DATE OCTOBER 23, 2023

ALEC S. MANTHA
ONTARIO LAND SURVEYOR

THIS PLAN OF SURVEY RELATES TO AOLS PLAN SUBMISSION FORM NUMBER 2209490

VERHAEGEN LAND SURVEYORS
SURVEYING MAPPING GIS
A DIVISION OF J.D. BARNES LTD.
944 OTTAWA STREET, WINDSOR, ON, N8X 2E1
T: (519) 258-1772 F: (519) 258-1791 www.jdbarnes.com

DRAWN BY:	CHECKED BY:	REFERENCE NO.:
SP	KH/AM	23–47–525

CAD File: 23–47–525–00.dwg
CAD Date: October 26, 2023 2:19 PM
File: E–557–13

64cm x 0.4 (25.0 mm²)
64cm x 25.0"w(4.3 ft²)

akoustik engineering limited

138 Angstrom Cres.
Amherstburg, ON N9V 3S3
Phone: (519)903-7193
Fax: (800) 241-9149

December 06, 2024

Attention: Mr. Deniz Orak
1841 Longfellow Ave.
Windsor, ON N9B 3J5
E: orakstucco@hotmail.com

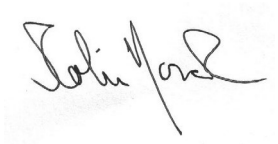
Re: Acoustic Assessment for the Proposed Residential Development – 1841 Longfellow Avenue, City of Windsor, Ontario.

Dear Mr. Orak,

Please find enclosed an acoustic assessment report submitted to you for the proposed residential development located at 1841 Longfellow Avenue, in the City of Windsor. This assessment pertains to the transportation noise impacts from the nearby roads and railways which are located near to the proposed site.

I trust that the enclosed information meets your requirements. Please do not hesitate to contact me if you have any questions.

Sincerely,



Colin Novak PhD, PEng

Noise Assessment for the Proposed Residential Development at 1841 Longfellow Avenue,

City of Windsor



Attention: Mr. Deniz Orak
1841 Longfellow Ave.
Windsor, ON N9B 3J5
E: orakstucco@hotmail.com

Table of Contents

Statement of Liability 5

Introduction 6

Identification of Noise Sources 6

Ministry of the Environment and Climate Change Noise Criteria 7

Transportation Sources 7

Noise Source Data 8

Identification of the Representative Receptor Locations 8

Assessment Approach for Transportation Noise (Road and Rail) 8

Evaluation of Road and Rail line Sources (Calculated) 9

Transportation Noise Source (Calculated) Summary 9

Assessment Approach for Residential Use in Proximity to Freight Rail Shunting Yards 9

Evaluation of Rail Yard Sources (Measured) 10

Rail Yard Noise Results (Measured) Summary 11

Impulsive Noise – Rail Yard 11

Results and Noise Control Requirements 11

Road Noise 11

Rail Noise 12

Combined Results Summary 13

Conclusion 14

Appendix A: Site Location 15

Appendix B: Land-use Zoning Map of Area 22

Appendix C: Report and Model Assumptions 25

Appendix D: NPC-300 Reference Pages 27

Appendix E: Road Traffic Volume Data 33

Appendix F: Rail Traffic Volume Data 34

Appendix G: Noise Model Printouts 37

Appendix H: Measured Noise Data 41

Appendix I: Photographs of Noise Measurement Location 43

Appendix J: Measurement Equipment List..... 44

Statement of Liability

Akoustik Engineering Limited prepared this report for Mr. Deniz Orak. The material in it reflects Dr. Helen Ule's and Dr. Colin Novak's judgement considering the information available to them and Akoustik Engineering Limited at the time of the measurements and report preparation, under the stated test conditions. Any use that a Third Party makes of this report, or any reliance on decisions made based on it, is the responsibility of such Third Parties. Akoustik Engineering Limited accepts no responsibility for damages, if any, suffered by any Third Party resulting from decisions made or actions based on this report.

Introduction

This report is an acoustic assessment for the proposed residential development located at 1841 Longfellow Avenue, in the City of Windsor. The proposed development is a single lot with a proposed two-storey semi-detached building comprised of 2 residential units (Part 1 and Part 2). This assessment pertains to the environmental noise impact from the nearby roads and railways. An illustration of the geographical area with the proposed development location identified, as well as the proposed development plan is given in Appendix A: Site Location. A zoning map of the area is provided in Appendix B.

The expected noise impacts from the roads and rail have been predicted using the Ministry of the Environment, Conservation and Parks (MECP) prediction software STAMSON and are based on available traffic volumes, which have been projected 10 years forward. Given that the road and rail noise occur during all periods of a 24-hour day, as defined by the applicable Noise Pollution Control document NPC-300, the assessment has been carried out for the entire 24-hour period. All assumptions used for the calculations given in this report are detailed in Appendix C. Any recommended abatement measures, if required, to control noise are included in this report.

Identification of Noise Sources

The proposed development lot is bordered by industrial district and holding manufacturing district lands to the north, and residential lands to the east, south and west of the property. The MECP typical specifications for the identification of existing or future major sources of noise impact (road and stationary) on a development is whether they are within 500 metres of the site; rail lines are considered if they are within 300 meters.

Three roadway sources of noise have been identified to possibly produce an impact on the proposed development. These are Longfellow Avenue, Dominion Boulevard and South Cameron Boulevard.

The proposed development is located within Area “E” of the South Cameron Planning Area with Area “E” being composed of all residentially designated land within 1000 m of the Van de Water Rail Yard. For this development, the nearest section of the Canadian National Railway’s Van de Water Rail Yard where shunt activity may occur is more than 500 m from the nearest property line of the residential lot but within the 1000 m radius. Observations conducted at the site concluded that there are no audible noise impacts from the rail yard activities, especially given the nearby roadway noise and other sources of community noise given the other very nearby residential homes. There is also a CN rail line which runs parallel to South Cameron Boulevard leading to the rail tunnel that goes under the Detroit River to the USA. This rail line is approximately 300 meters from the proposed residential site and is also evaluated for noise impacts in this study.

Given that the land of the proposed development falls outside the Windsor International Airport’s NEF/NEP 25 contours, no consideration for aircraft noise is warranted. There are no other significant sources of noise or vibration, including sources of stationary noise, which are expected to have an impact on the proposed development.

Ministry of the Environment and Climate Change Noise Criteria

Transportation Sources

In accordance with the MECP Guideline NPC-300, the following sound level limits for residential developments of Class 2 have been set and are shown for roadway and rail noise in Table 1 and 2 below respectively. Select pages from the NPC-300 guideline have been included in Appendix D: NPC-300 Reference Pages for reference. The proposed development is classified as a Class 2 area, given that the region exhibits features of both a Class 1 and a Class 3 area, based on the environmental noise characteristics. It is worth noting that when the sound level limits presented in Table 1 and 2 are exceeded, noise control abatement is required.

Table 1: Ministry of the Environment, Conservation and Parks Noise Criteria for Roadway Noise

Location	Daytime L_{eq} [dBA]	Nighttime L_{eq} [dBA]
Outdoor Living Area (OLA)	55	--
Plane of Window (Indoor)	55 (45)	50 (40)

Table 2: Ministry of the Environment, Conservation and Parks Noise Criteria for Rail Noise

Location	Daytime L_{eq} [dBA]	Nighttime L_{eq} [dBA]
Outdoor Living Area (OLA)	55	--
Plane of Window (Indoor)	55 (40)	50 (35)

From Table 1 and 2, daytime refers to the period from 07:00 to 23:00 and nighttime refers to the period from 23:00 to 07:00 hours. An outdoor living area (OLA) refers to a location such as a patio, yard, or barbeque area. In this case the OLA is taken at the rear of the proposed development.

The limits presented in Table 1 and 2 are the limits before noise control measures are required. The noise level limit in an OLA may be exceeded by up to 5 dBA if proper warning clauses are inserted in the titles, deeds, and any tenancy agreements relating to the property and only after barriers or other noise control measures have been found to be impractical or unfeasible. A noise attenuation barrier is required to protect the OLA and bring the sound level down to 55 dBA in the OLA if the noise level exceeds 60 dBA. Only in cases where the required noise control measures are not feasible for technical, economic or administrative reasons would an excess above the limit (55 dBA) be acceptable with the appropriate warning clause; in this situation, any excess above the noise limit will not be deemed acceptable if it exceeds 5 dB.

The guideline also recommends the provision for the installation of central air conditioning when the noise level outside the plane of a window exceeds 55 dBA for the daytime or 50 dBA for the nighttime. If the noise level exceeds 65 dBA for the daytime or 60 dBA for the nighttime, the installation of central air conditioning should be implemented. Further, building components including exterior walls, windows and doors should be designed to have sufficient Sound Transmission Class (STC) ratings to meet the indoor noise guidelines.

Noise Source Data

Road traffic volume data was obtained from the City of Windsor in the form of annual average daily traffic (AADT) volumes. The projected road traffic volumes along with the breakdown of vehicle types are given in Appendix E: Road Traffic Volume Data. Also, given in Appendix E are the distances between the representative receptor locations and the roadway sources of noise that are used as input data to the noise prediction software.

A conservative approach was taken to use the most up to date traffic volumes, which are given in Appendix E. A 2.0% growth rate was used for all considered roadways to represent the future traffic volume for 2034. The split between the day and night traffic volumes is assumed to be 90%-day and 10%-night, which is consistent with the modelling protocol for municipal roadways.

CN Freight traffic was provided by the Canadian National Railway. The rail traffic data was projected 10 years into the future using a 2.5% increase per annum. As such, the predicted noise levels given in this report are for future traffic volumes. The CN freight traffic information is included in Appendix F. The impact from whistle noise was not included in the building component calculation model since there are no surface rail crossings within 300 m of the site.

Identification of the Representative Receptor Locations

Upon examination of the layout for the proposed residential development, 3 locations within the nearest receptor (Part 1) were evaluated for noise impacts as well as one outdoor living area. A basement room, main floor great room and second floor bedroom were evaluated as these represent the worst-case residential unit façades for the building due to their proximity and orientation to the roads and railway. These are identified as POR1A (west/rear facing façade; main floor; nearest to Dominion Boulevard), POR1B (north facing façade; basement; nearest to the railway and Longfellow Avenue and South Cameron Boulevard roadways), POR1C (east facing façade; second floor; nearest to the railway and Longfellow Avenue and South Cameron Boulevard roadways), and an OLA (west facing in rear of yard).

Assessment Approach for Transportation Noise (Road and Rail)

The predicted sound levels from the nearby road traffic have been determined through the application of the MECP noise prediction software STAMSON 5.0. All input data pertaining to the lot layout parameters was based on the layout plan provided at the time of the study, as shown in Appendix A: Site Location. The input data used to calculate the predicted sound level exposures for the selected units impacted by the road traffic noise, and the resulting outputs, are given in Appendix G: Noise Model Printout.

The acoustic propagation model used to predict the noise levels at the representative residential units was developed to determine the noise impacts and extent of the noise control measures required (if any). The MECP requires the calculation of the noise impacts at the outdoor living area (OLA) and plane of window of the dwellings, in this case the residential sleeping quarters.

Evaluation of Road and Rail line Sources (Calculated)

Given that the road traffic (Dominion Boulevard, Longfellow Avenue and South Cameron Boulevard) and rail traffic (nearby CN rail line) occurs during all periods of a 24-hour day, as defined by the applicable MECP's Noise Pollution Control documents (NPC-300), the assessment has been carried out for the entire 24-hour period. The input data used to calculate the predicted sound level exposures for the selected receptors impacted by the road and rail traffic noise, and the resulting outputs, are given in Appendix G: Noise Model Printout.

The predicted noise level impacts for the daytime and nighttime periods at the representative receptors with no control measures are given in Table 3. From this table, it is seen that the MECP noise limits for transportation noise identified in Table 1 and 2 are not exceeded at the receptor during either the daytime or nighttime periods, and therefore no abatement for roadway and railway noise impacts at the proposed development is required.

Table 3: Predicted Road and Rail Noise Levels – with No Abatement

POR ID	Daytime Period LAeq (dBA)	Nighttime Period LAeq (dBA)
POR1A (2.1 m)	50	43
POR1B (5.2 m)	54	48
POR1C (0.3 m)	49	44
OLA (1.5 m)	51	N/A

*red text denotes exceedance

Transportation Noise Source (Calculated) Summary

The modeled road and railway noise is shown to comply with the MECP NPC-300 guidelines. The noted rail noise as from the nearby CN line to the rail tunnel. The impacts from this rail line are included in the modelled assessment discussed in the previous section. The model does not include any impacts from the rail yard, these are considered in the subsequent sections.

Assessment Approach for Residential Use in Proximity to Freight Rail Shunting Yards

The main area of activity at the Van de Water rail yard is approximately 560 m to the east from the proposed residential lot. During the multiple site visits and noise monitoring period, observations conducted at the site concluded that there are no audible noise impacts from the distant rail yard activities, especially given the ambient noise from the much closer roadways and other sources of residential community noise. These include bird noise, siren noise, local vehicles (and honking), construction noise and very occasional and faint noise from distant trains during the evaluation period. These observations and conclusion were reinforced from a review of noise recordings collected at the proposed site over a period of 119 hours on August 21 to 26, 2024. The purpose of the site noise monitoring was to assess any impacts from the Van de Water rail yard.

Evaluation of Rail Yard Sources (Measured)

According to the Guidelines for New Development in Proximity to Railway Operations document which was prepared for the Federation of Canadian Municipalities and the Railway Association of Canada, the sound level limit at a point of reception expressed in terms of the one-hour equivalent sound level (Leq) or logarithmic mean impulse sound level (L_{LM}) is shown in Table 4 below.

Table 4: Noise Criteria for Residential Uses in Proximity to Freight Rail Shunting Yards

Time of Day	ONE HOUR Leq (dBA) or L_{LM} (dBAI) – Class 2 Area
07:00-19:00	50
19:00-23:00	45
23:00-07:00	45

The potential noise impacts from the adjacent rail activities were evaluated using 119 hours of continuous noise monitoring data which was carried out at the proposed development property. Two summary tables showing the maximum, minimum and average one-hour Equivalent Sound Level (Leq) and Logarithmic Mean Impulse Sound Level (L_{LM}) are shown in Tables 5 and 6 respectively. It should be noted that the measured noise levels also include noise contributions from the nearby feeder roadways, and therefore are conservative. The resulting measured noise data is given in Appendix H. Any hourly periods with unacceptable weather including winds exceeding 15 km/h, periods of precipitation and humidity above 90% are identified and excluded from the analysis. For all periods having a measured exceedance of the MECP exclusion limits, the recorded sound files were listened to. From these, it was found that the overages were caused by other natural (birds/insects) and environmental sounds including traffic, sirens, home construction (hammering and sawing), lawnmowers, etc. The was very little, rail noise detected other than a few faint and very distant train sounds. Photos of the noise monitor equipment setup are given in Appendix I: Photographs of Noise Measurement Location. Details pertaining to the measurement instrumentation is given in Appendix J.

Table 5: Measured One-Hour Equivalent Sound Level (Leq[dBA])

Period	Max (dBA)	Min (dBA)	Average (dBA)
Daytime	60	52	56
Evening	57	49	52
Nighttime	53	41	47

*red text denotes exceedance

Table 6: Measured One-Hour Equivalent Sound Level (L_{LM}[dBAI])

Period	Max (dBA)	Min (dBA)	Average (dBA)
Daytime	67	52	58
Evening	66	50	54
Nighttime	54	42	48

*red text denotes exceedance

Rail Yard Noise Results (Measured) Summary

From inspection of the data given in Tables 5 and 6, it is found that the measured sound levels exceed the limits given in Table 4. The measured noise levels (Leq) which were collected to evaluate any impacts from the rail yard have maximum hourly levels between 53 and 60 dBA for all periods of the day which exceed the guidelines. However, the source of noise were found to be from natural sources of noise, including birds and construction noise and not noise from rail activity at the Van de Water rail yard.

Impulsive Noise – Rail Yard

Given the proximity of the proposed development to the rail yard, impulsive noise measurements were also conducted in order to evaluate the potential impacts from activities including train coupling/uncoupling and stretching. Approximately 3.5 hours of onsite measurements were conducted at the proposed development location on September 3, 2024, from 09:00 to 12:30. During this period, no impulsive noise was heard originating from the nearby railyard. This is likely due to the large distance between the proposed building site and the nearest section of the rail yard (approximately 530-metres).

Results and Noise Control Requirements

The following section is a summary and assessment of the modeled results for the representative units.

Road Noise

As specified by the MECP Environmental Noise Guideline NPC-300, the outdoor and indoor sound level limits (based on one-hour LA_{eq} values) at a residence for road traffic noise are categorized into three (3) limits, based on the type of space assessed. The document also specifies the recommended noise control measures, if required, that should be followed for the OLA, plane of a window (ventilation requirements) and the indoor living area (building components) noise assessments. Select pages from the NPC-300 guideline are given in Appendix D: NPC-300 Reference Pages, which includes the warning clauses and other requirements based on the predicted noise levels.

Notes taken from NPC-300 (where applicable):

Note A: Noise control measures may be applied to reduce the sound level to 55 dBA. If measures are not provided, prospective purchasers or tenants should be informed of potential noise problems by a warning clause Type A.

Note B: Noise control measures should be implemented to reduce the level to 55 dBA. Only in cases where the required noise control measures are not feasible for technical, economic or administrative reasons would an excess above the limit (55 dBA) be acceptable with a warning clause Type B.

Note C: The dwelling should be designed with a provision for the installation of central air conditioning in the future, at the occupant's discretion. Warning clause Type C is also recommended.

Note D: Installation of central air conditioning should be implemented with a warning clause Type D. In addition, building components including windows, walls and doors, where applicable, should be designed so that the indoor sound levels comply with the sound level limits in Table C-2.

Note E: Building components including windows, walls and doors, where applicable, need to be designed so that the indoor sound levels comply with the sound level limits in Table C-2. The acoustical performance of the building components (windows, doors and walls) needs to be specified.

For all buildings and units that are applicable to Note E, it is recommended that the building plans be inspected and approved by a qualified acoustical engineer prior to the issuance of a building permit to ensure that the proposed building materials and design comply with the noise control requirements.

If required, the following warning clauses are to be implemented in all development agreements, offers to Purchase, and agreements of Purchase or Sale or Lease of each dwelling unit:

Warning Clause(s) (where applicable):

Type A: “Purchasers/tenants are advised that sound levels due to increasing road traffic and rail traffic may occasionally interfere with some activities of the dwelling occupants as the sound levels exceed the sound level limits of the Municipality and the Ministry of the Environment, Conservation and Parks.”

Type B: "Purchasers/tenants are advised that despite the inclusion of noise control features in the development and within the building units, sound levels due to increasing road traffic and rail traffic may on occasions interfere with some activities of the dwelling occupants as the sound levels exceed the sound level limits of the Municipality and the Ministry of the Environment, Conservation and Parks."

Type C: “This dwelling unit has been designed with the provision for adding central air conditioning at the occupant’s discretion. Installation of central air conditioning by the occupant in low and medium density developments will allow windows and exterior doors to remain closed, thereby ensuring that the indoor sound levels are within the sound level limits of the Municipality and the Ministry of the Environment, Conservation and Parks.”

Type D: “This dwelling unit has been equipped with central air conditioning in order to allow windows and exterior doors to remain closed, thereby ensuring that the indoor sound levels are within the sound level limits of the Municipality and the Ministry of the Environment, Conservation and Parks. Air conditioning units are to be installed in a noise insensitive area.”

Rail Noise

Due to the proximity of the proposed development to the Canadian National Railway’s Van de Water Rail Yard near South Cameron Blvd., the following warning clause must be included in all development agreements, offers to purchase, and agreements of purchase or sale or lease of each dwelling within 1000 metres of the site.

Warning Clause:

All persons intending to acquire an interest in the real property by purchase or lease are advised of the proximity of the Canadian National Railway's Yards, which operate on a 24-hour basis. It is possible that the rail yard operations may cause disturbance and may be altered or expanded which could affect the living environment of the residents despite the inclusion of any noise and vibration attenuating measures in the design of the outdoor amenity area(s) and individual dwelling(s). Residents are advised that further investigation cannot be expected, and Canadian National Railways will not be responsible for any complaints or claims arising from use of such facilities and/or operations. (amended by OMB order 1485-11/01/2002)

Combined Results Summary

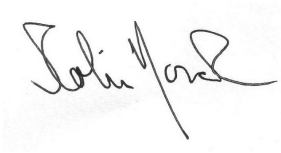
Table 7 summarizes the required warning clauses and building requirements for all residential units within the proposed development. It is required that any necessary warning clauses be implemented in all development agreements, offers to Purchase, and agreements of Purchase or Sale or Lease as identified in Table 7.

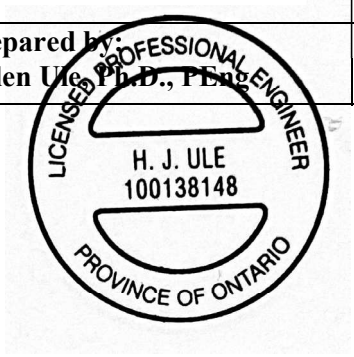
Table 7: Summary of Warning Clauses and Building Component Requirements

Lot(s)	Noise Barrier Requirement (Y/N)	Warning Clause(s)	Building Component Requirement(s)	Ventilation Requirement(s)
Part 1 and Part 2	N/A	Canadian National Railway's Van de Water Rail Yard	Minimum Building Code	N/A

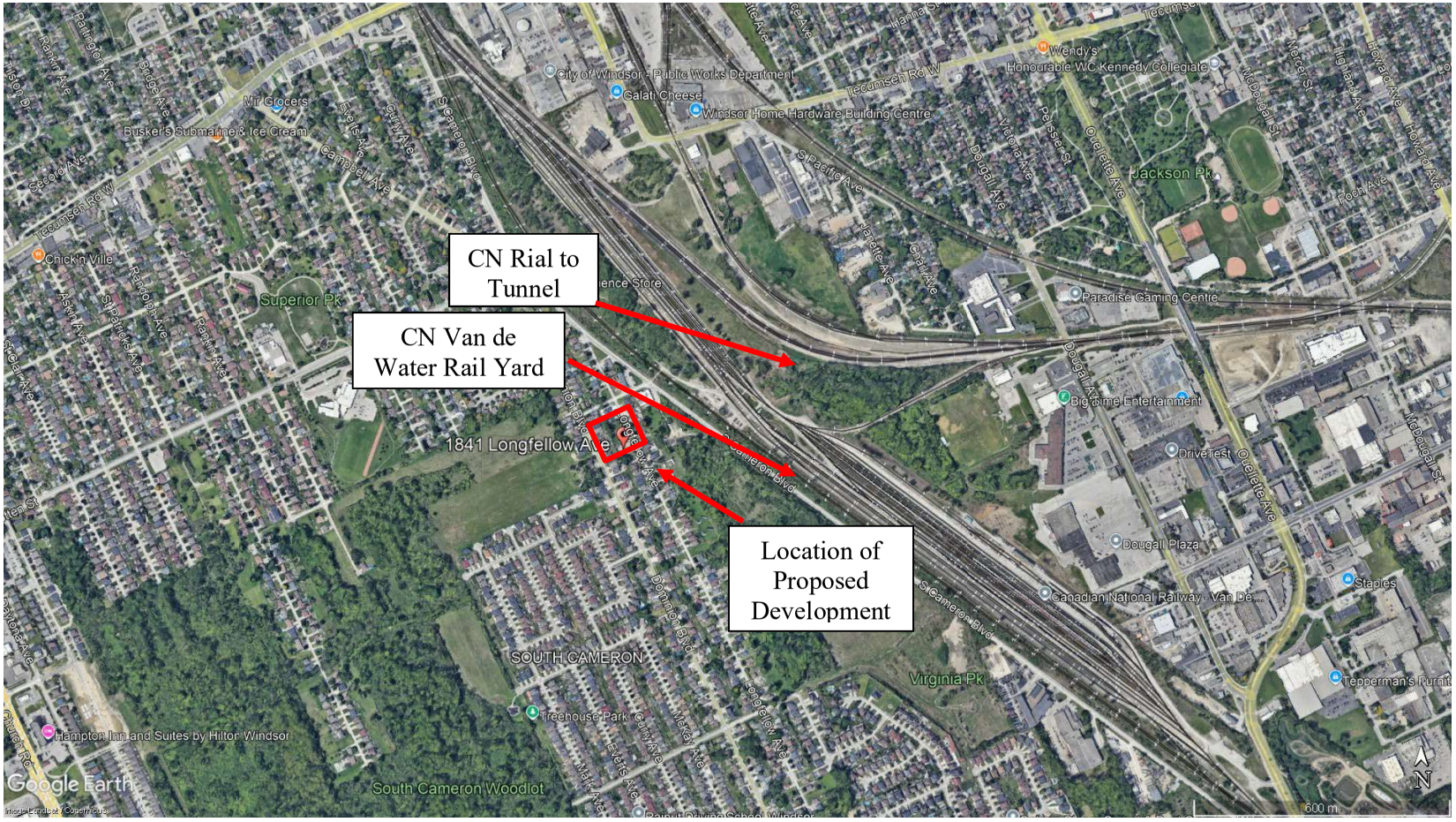
Conclusion

A noise impact assessment was conducted for the proposed two unit/two storey residential development located at 1841 Longfellow Avenue, in the City of Windsor. For this, Longfellow Avenue, Dominion Boulevard and South Cameron Boulevard were considered as potential contributing roadway sources of noise. The Canadian National Railway's Van de Water Rail Yard and the rail line connecting to the Windsor-Detroit rail tunnel were also considered. It is shown in this report that the predicted noise levels do not exceed the limits set by the Ontario Ministry of the Environment, Conservation and Parks. As such, it is recommended that the development be given approval with the understanding that the stated warning clause will be implemented in all development agreements, offers to purchase and agreements of purchase or sale or lease of each dwelling unit.

For akoustik engineering limited		
	Prepared by: **Helen Ule, Ph.D., PEng**	**Reviewed by:** **Colin Novak, Ph.D., PEng**



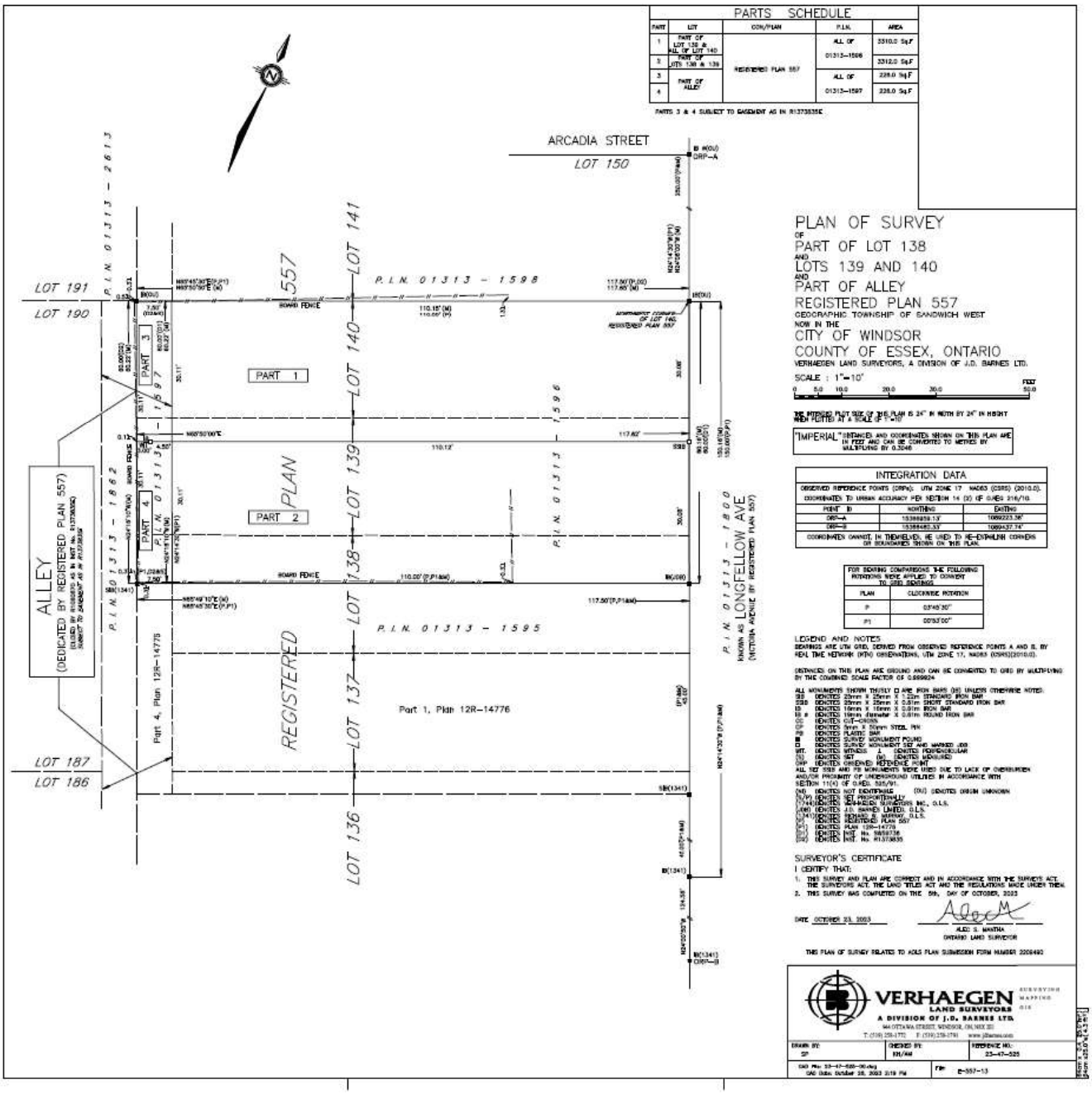
Appendix A: Site Location



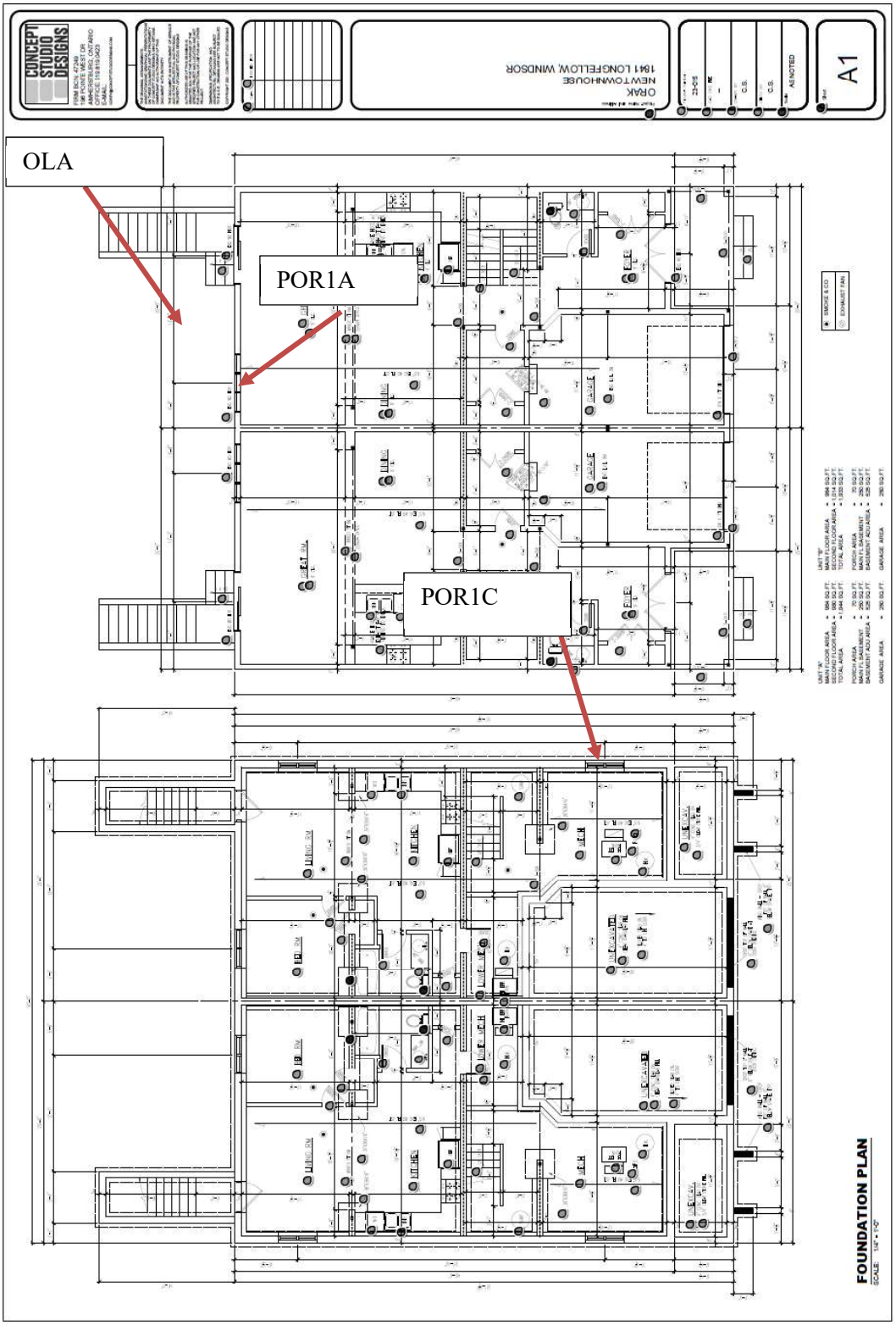
A 1: General Location of Proposed Development and Nearby Surrounding Area including Road and Rail Sources of Noise



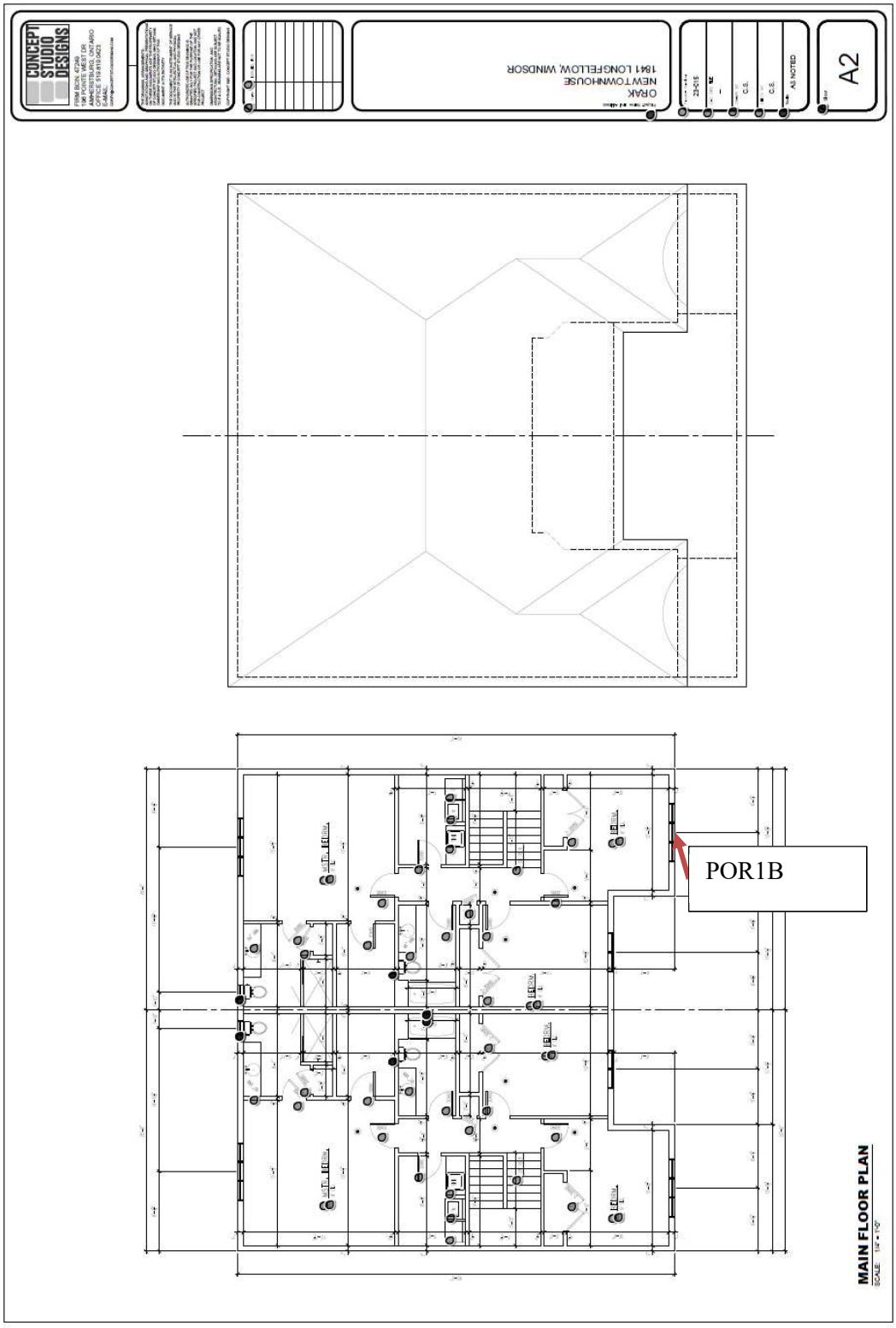
A 2:Proposed Development Site showing detailed Surrounding Area Features including Roadway Sources of Noise



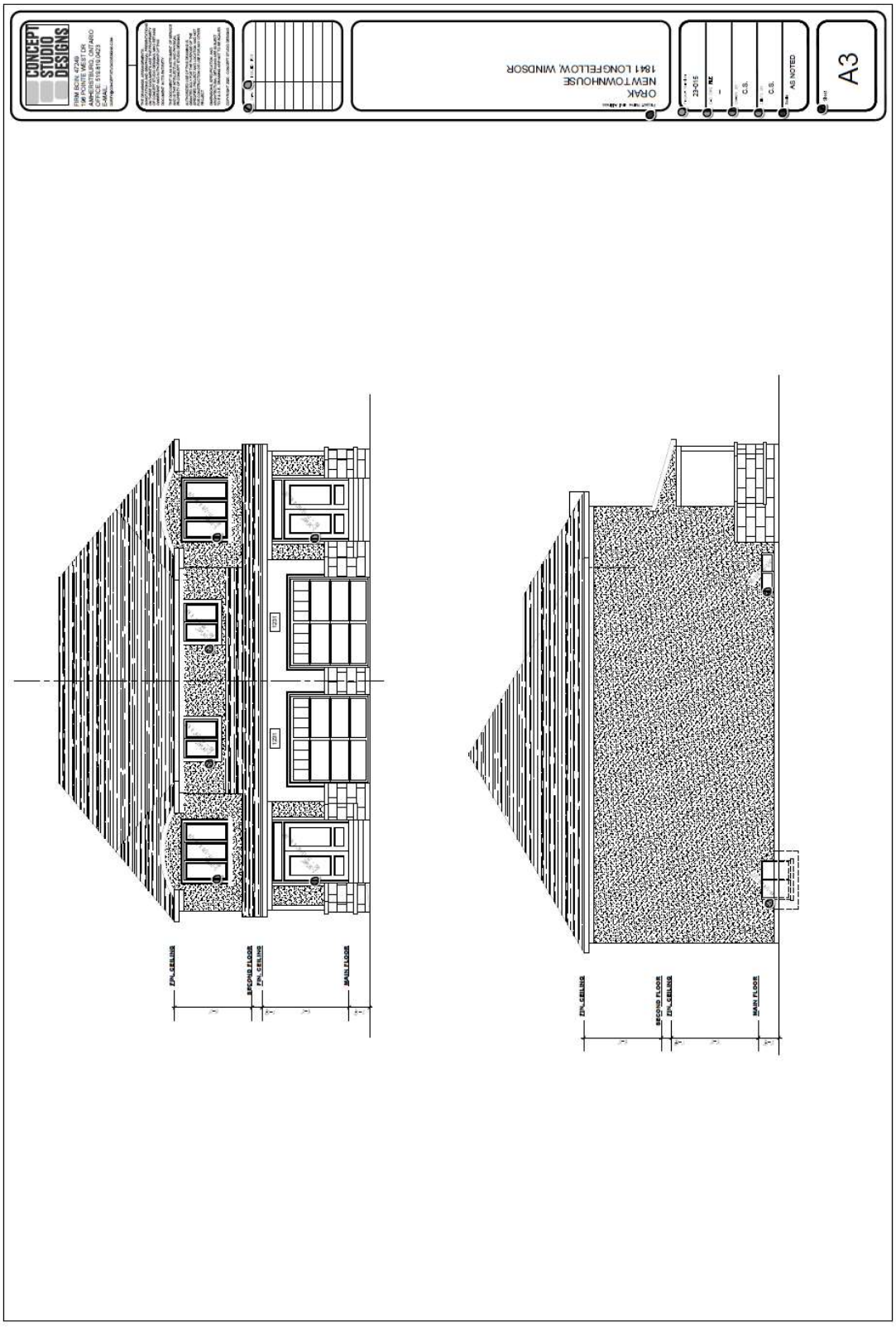
A 3: Proposed Development Site Survey



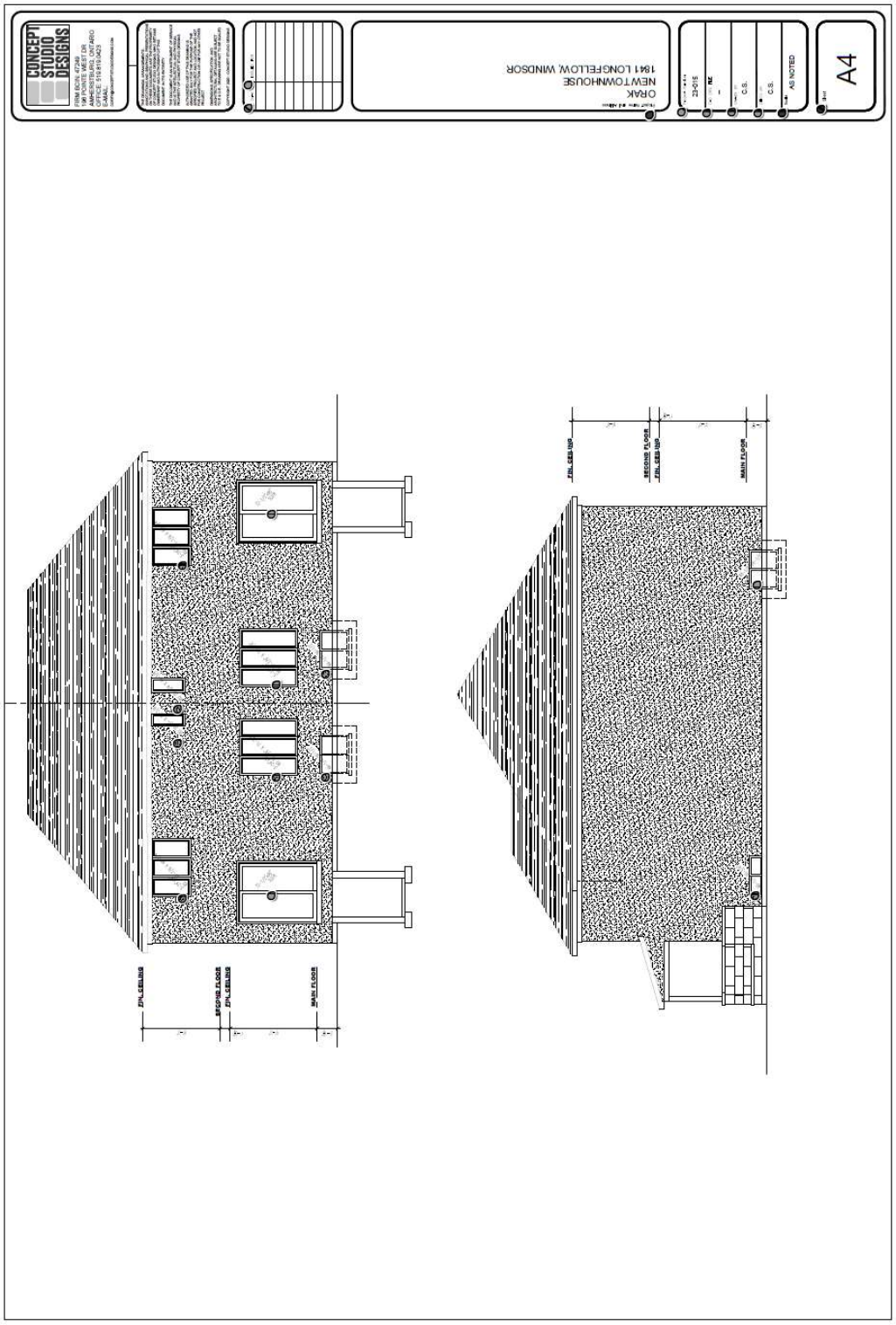
A 4: Proposed Development Site Plan



A 5: Proposed Development Floor Plan with Representative PORs Identified

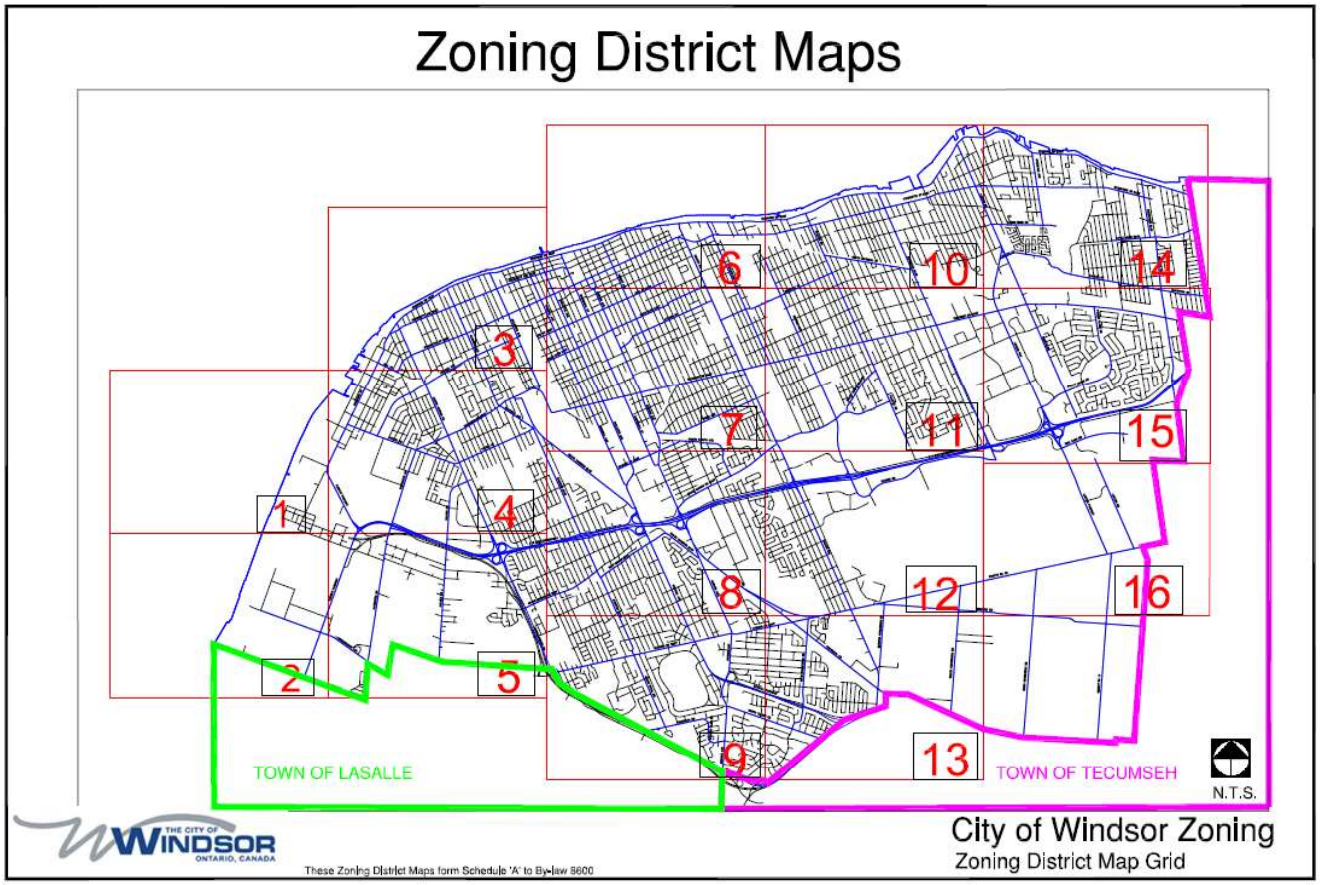


A 6: Proposed Development Elevation Drawings (East and South)

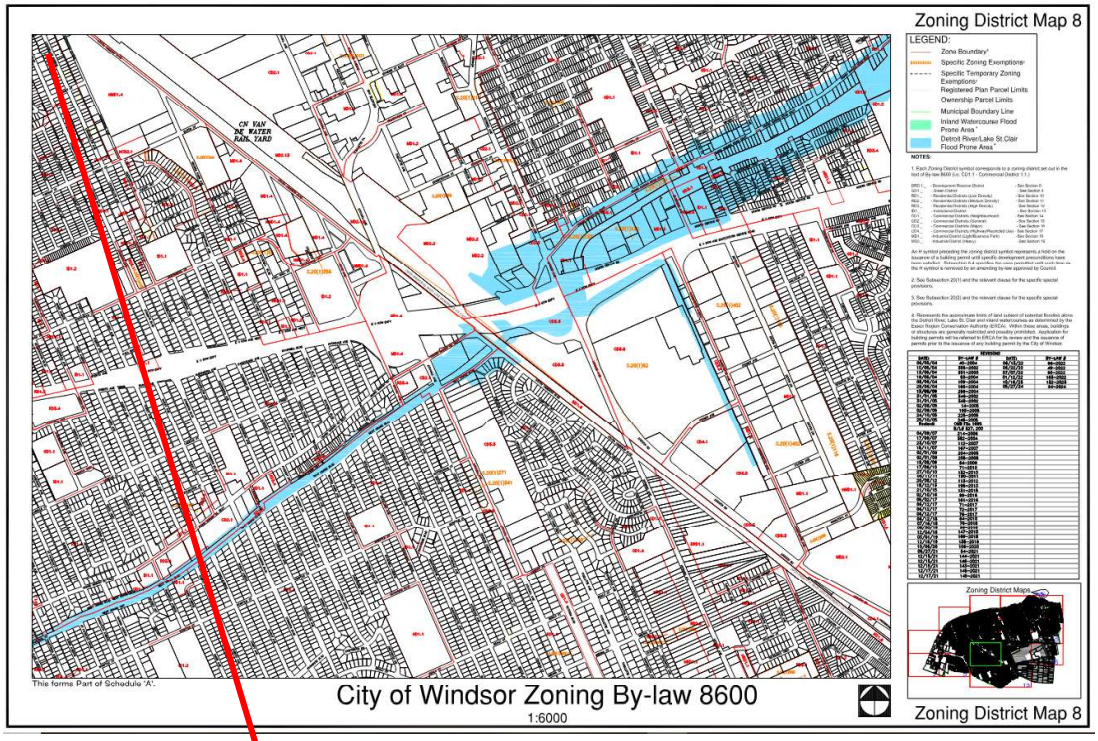


A 7: Proposed Development Elevation Drawings (West and North)

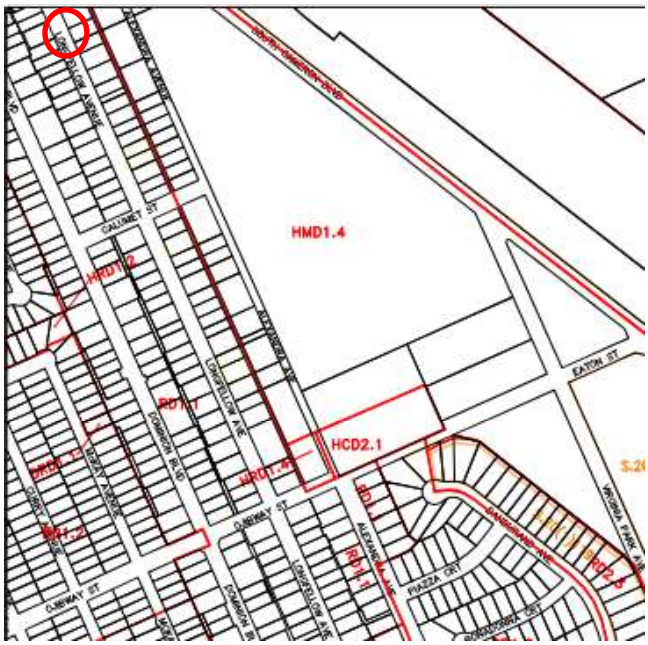
Appendix B: Land-use Zoning Map of Area



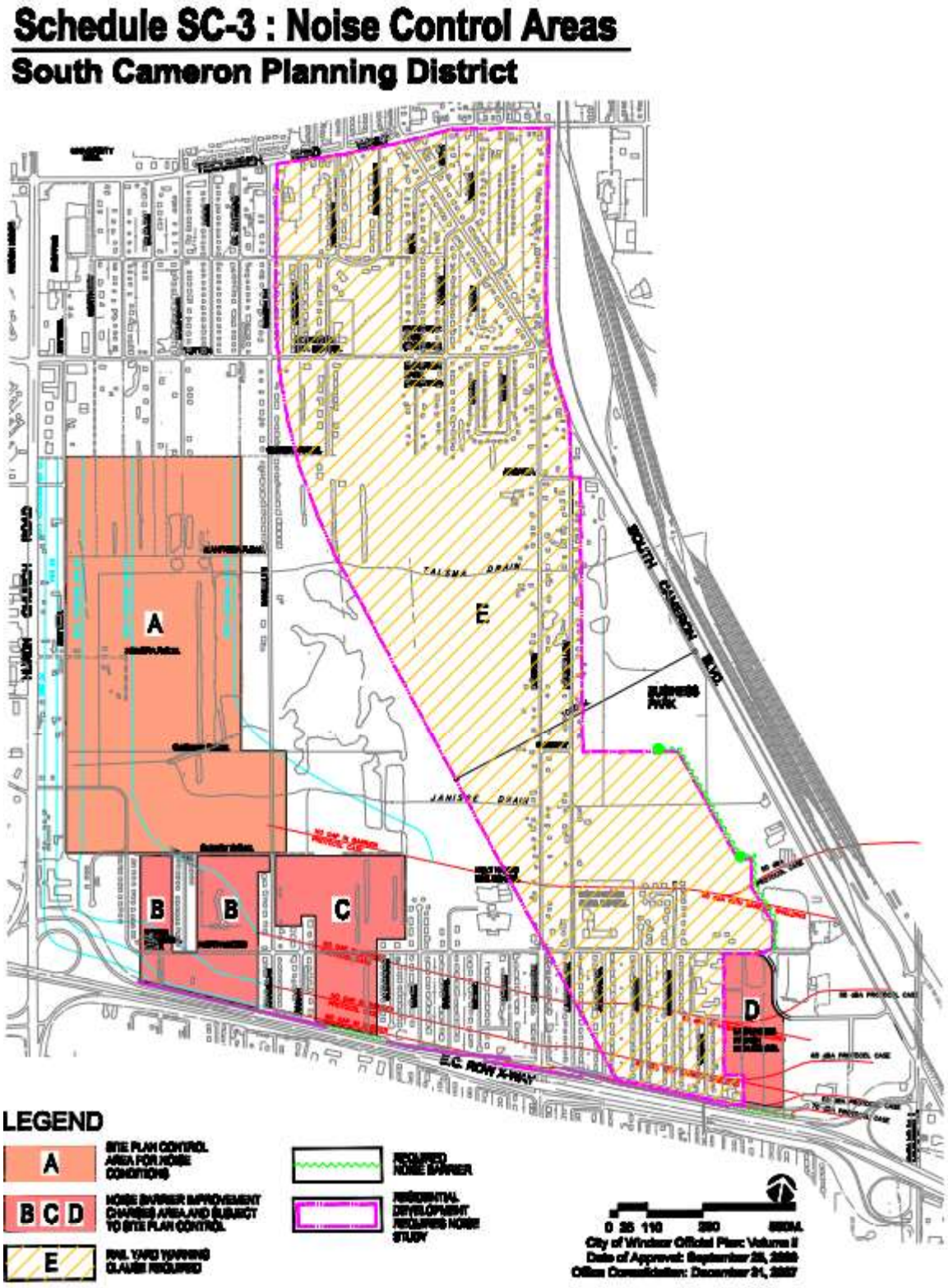
B 1: City of Windsor Zoning – Zoning District Map Grid



B 2: City of Windsor Zoning Map #8



B 3: City of Windsor Zoning Map #8, site location



B 4: South Cameron Planning District, RE: Canadian National Railway's Van de Water Rail Yard

Appendix C: Report and Model Assumptions

ROAD:

- Traffic counts (AADT) provided by Mike Spagnuolo, City of Windsor
- Traffic volumes projected to 2034
- Historical roadway data:
    - Longfellow (North of Northwood):
        - 2011 1,400
        - 2034 2,208 (projected)
    - South Cameron (South of Tecumseh):
        - 2015 3,500
        - 2034 5,099 (projected)
    - Dominion (South of Totten):
        - 2013 14,700
        - 2034 22,280 (projected)
- 90% of traffic during day period and 10% during night period
- Distribution:
    - Longfellow: 98% cars, 2% medium trucks, 0% heavy trucks
    - South Cameron: 95% cars, 2.5% medium trucks, 2.5% heavy trucks
    - Dominion: 95% cars, 2.5% medium trucks, 2.5% heavy trucks
- Growth rate of 2.0% assumed
- 2034 Road Volume
    - Longfellow (North of Northwood):
        - Cars – 1,947 day, 216 night
        - Commercial –
            - Medium – 40 day, 4 night
            - Heavy – 0 day, 0 night
    - South Cameron (South of Tecumseh):
        - Cars – 4,360 day, 484 night
        - Commercial –
            - Medium – 115 day, 13 night
            - Heavy – 115 day, 13 night
    - Dominion (South of Totten):
        - Cars – 19,050 day, 2,117 night
        - Commercial –
            - Medium – 501 day, 56 night
            - Heavy – 501 day, 56 night
- Speeds:
    - Tecumseh Road West – 50 km/h
    - Campbell Avenue – 50 km/h
    - South Cameron Boulevard – 50 km/h

General:

- Model is 16 hour day, 8 hour night

Heights, Angles and Distances:

POR	Floor	Height (m)	Longfellow	
			Angle	Distance (m)
1A	1	2.1	N/A	N/A
1B	2	5.2	-90-90	15
1C	-1	0.3	-90-0	18.5
OLA	1	1.5	-90-0	31.2

POR	Floor	Height (m)	South Cameron	
			Angle	Distance (m)
1A	1	2.1	N/A	N/A
1B	2	5.2	-90-90	143
1C	-1	0.3	-90-0	147
OLA	1	1.5	-90-0	159.7

POR	Floor	Height (m)	Dominion	
			Angle	Distance (m)
1A	1	2.1	-90-90	59.7
1B	2	5.2	N/A	N/A
1C	-1	0.3	30-40	69.4
OLA	1	1.5	-90-90	56.7

POR	Floor	Height (m)	Rail	
			Angle	Distance (m)
1A	1	2.1	N/A	N/A
1B	2	5.2	-90-90	288
1C	-1	0.3	-90-0	292
OLA	1	1.5	-90-0	304.7

Appendix D: NPC-300 Reference Pages

L_{eq} (8). For complete description on assessing road traffic impacts, refer to ORNAMENT. Other traffic noise prediction models have been and are being developed by various authorities and may be adopted from time to time for use in Ontario by the MOE.

In order to be consistent with MOE guidelines, the sound level should be assessed in an OLA, such as a rear yard or a patio, and in indoor living areas, such as bedrooms and living rooms. Where the noise impact exceeds the applicable sound level limits, mitigation measures such as site planning, architectural design, noise barriers, building envelope elements (windows, exterior walls, doors) with upgraded sound isolation performance and/or central air conditioning may be required. Noise control measures are not required if the sound level estimated in the OLA is 55 dBA or less during the daytime and 50 dBA or less in the plane of bedroom windows during either daytime or nighttime.

C3.2.2 Daytime Outdoor Sound Level Limit

Table C-1 gives the equivalent sound level (L_{eq}) limit for designated OLAs. The limit applies to the entire daytime period from 07:00 to 23:00.

Table C-1
Sound Level Limit for Outdoor Living Areas
Road and Rail

Time Period	L_{eq} (16) (dBA)
16-hour, 07:00 – 23:00	55

C3.2.3 Indoor Sound Level Limits

Table C-2 gives the equivalent sound level (L_{eq}) limits and the applicable time periods for the indicated types of indoor spaces. The specified indoor sound level limits are maxima and apply to the indicated indoor spaces with windows and doors closed.

Table C-2
Indoor Sound Level Limits
Road and Rail

Type of Space	Time Period	L_{eq} (dBA)	
		Road	Rail
Living/dining, den areas of residences, hospitals, nursing homes, schools, daycare centres, etc.	07:00 – 23:00	45	40
Living/dining, den areas of residences, hospitals, nursing homes, etc. (except schools or daycare centres)	23:00 – 07:00	45	40
Sleeping quarters	07:00 – 23:00	45	40

D 1: Daytime Outdoor and Daytime/Nighttime Indoor Sound Level Limits

the emissions are not required to be included with the overall noise assessment of a stationary source facility.

In addition, sound level limits do not apply to emergency equipment operating in emergency situations.

C4.5.4 Sound Level Limits for Layover Sites

The sound level limit for noise from a layover site in any hour, expressed in terms of the One-Hour Equivalent Sound Level (L_{eq}) is the higher of either 55 dBA or the background sound level.

C5 Noise Impact Assessment – Multiple Sources

Impulse sources, non-impulse sources and emergency equipment are to be analyzed separately. Where there are multiple, non-impulse sources at a stationary source, the noise assessment should be based on the combined effect of all sources comprising the stationary source, added together on an energy basis.

C6 Noise Impact Assessment – Supplementary Noise Limits

Indoor limits for transportation sources applicable to noise sensitive land uses are specified in Table C-2 and Table C-4. Table C-9 and Table C-10 are expanded versions of Table C-2 and Table C-4, and present guidelines for acceptable indoor sound levels that are extended to land uses and developments which are not normally considered noise sensitive. The specified values are maximum sound levels and apply to the indicated indoor spaces with the windows and doors closed. The sound level limits in Table C-9 and Table C-10 are presented as information, for good-practice design objectives.

Table C-9
Supplementary Indoor Sound Level Limits
Road and Rail

Type of Space	Time Period	L_{eq} (Time Period) (dBA)	
		Road	Rail
General offices, reception areas, retail stores, etc.	16 hours between 07:00 – 23:00	50	45
Living/dining areas of residences, hospitals, schools, nursing/retirement homes, daycare centres, theatres, places of worship, libraries, individual or semi-private offices, conference rooms, reading rooms, etc.	16 hours between 07:00 – 23:00	45	40
Sleeping quarters of hotels/motels	8 hours between 23:00 – 07:00	45	40
Sleeping quarters of residences, hospitals, nursing/retirement homes, etc.	8 hours between 23:00 – 07:00	40	35

D 2: Noise Impact Assessment – Supplementary Noise Limits

Table C-10
Supplementary Indoor Aircraft Noise Limits
(Applicable over 24-hour period)

Type of Space	Indoor NEF/NEP*
General offices, reception areas, retail stores, etc.	15
Individual or semi-private offices, conference rooms, etc.	10
Living/dining areas of residences, sleeping quarters of hotels/motels, theatres, libraries, schools, daycare centres, places of worship, etc.	5
Sleeping quarters of residences, hospitals, nursing/retirement homes, etc.	0

* The indoor NEF/NEP values listed in Table C-10 are not obtained from NEF/NEP contour maps. The values are representative of the indoor sound levels and are used as assessment criteria for the evaluation of acoustical insulation requirements.

C7 Noise Control Measures

The following sections provide MOE guidance for appropriate noise control measures. These sections constitute requirements that are applied to MOE approvals for stationary sources. This information is also provided as guidance which land use planning authorities may consider adopting.

The definition in Part A describes the various types and application of noise control measures. All the noise control measures described in the definition are appropriate to address the impact of noise of transportation sources (road, rail and aircraft) on planned sensitive land uses. Only some of the noise control measures described in the definition are appropriate to address the noise impact of stationary sources on planned sensitive land uses.

C7.1 Road Noise Control Measures

C7.1.1 Outdoor Living Areas

If the 16-Hour Equivalent Sound Level, L_{eq} (16) in the OLA is greater than 55 dBA and less than or equal to 60 dBA, noise control measures may be applied to reduce the sound level to 55 dBA. If measures are not provided, prospective purchasers or tenants should be informed of potential noise problems by a warning clause Type A.

If the 16-Hour Equivalent Sound Level, L_{eq} (16) in the OLA is greater than 60 dBA, noise control measures should be implemented to reduce the level to 55 dBA. Only in cases where the required noise control measures are not feasible for technical, economic or administrative reasons would an excess above the limit (55 dBA) be acceptable with a warning clause Type B. In the above situations, any excess above the limit will not be acceptable if it exceeds 5 dBA.

Ministry of the Environment, August 2013 49

D 3: Noise Control Measures – Road Noise Control Measures

C7.1.2 Plane of a Window – Ventilation Requirements

C7.1.2.1 Daytime Period, 07:00 – 23:00 Hours

Noise control measures may not be required if the L_{eq} (16) daytime sound level in the plane of a bedroom or living/dining room window is less than or equal to 55 dBA. If the sound level in the plane of a bedroom or living/dining room window is greater than 55 dBA and less than or equal to 65 dBA, the dwelling should be designed with a provision for the installation of central air conditioning in the future, at the occupant's discretion. Warning clause Type C is also recommended.

If the daytime sound level in the plane of a bedroom or living/dining room window is greater than 65 dBA, installation of central air conditioning should be implemented with a warning clause Type D. In addition, building components including windows, walls and doors, where applicable, should be designed so that the indoor sound levels comply with the sound level limits in Table C-2. The location and installation of the outdoor air conditioning device should comply with sound level limits of Publication NPC-216, Reference [32], and guidelines contained in Environmental Noise Guidelines for Installation of Residential Air Conditioning Devices, Reference [6], or should comply with other criteria specified by the municipality.

C7.1.2.2 Nighttime Period, 23:00 – 07:00 Hours

Noise control measures may not be required if the L_{eq} (8) nighttime sound level in the plane of a bedroom or living/dining room window is less than or equal to 50 dBA. If the sound level in the plane of a bedroom or living/dining room window is greater than 50 dBA and less than or equal to 60 dBA, the dwelling should be designed with a provision for the installation of central air conditioning in the future, at the occupant's discretion. Warning clause Type C is also recommended.

If the nighttime sound level in the plane of a bedroom or living/dining room window is greater than 60 dBA, installation of central air conditioning should be implemented, with a warning clause Type D. In addition, building components including windows, walls and doors, where applicable, should be designed so that the indoor sound levels comply with the sound level limits in Table C-2. The location and installation of the outdoor air conditioning device should comply with sound level limits of Publication NPC-216, Reference [32], and guidelines contained in Environmental Noise Guidelines for Installation of Residential Air Conditioning Devices, Reference [6], or should comply with other criteria specified by the municipality.

C7.1.3 Indoor Living Areas – Building Components

If the nighttime sound level outside the bedroom or living/dining room windows exceeds 60 dBA or the daytime sound level outside the bedroom or living/dining area windows exceeds 65 dBA, building components including windows, walls and doors, where applicable, should be designed so that the indoor sound levels comply with the

D 4: Noise Control Measures – Road Noise Control Measures (Continued)

In Class 4 areas, where windows for noise sensitive spaces are assumed to be closed, the use of central air conditioning may be acceptable if it forms an essential part of the overall building designs.

C7.9 Verification of Noise Control Measures

It is recommended that the implementation of noise control measures be verified by qualified individuals with experience in environmental acoustics.

C8 Warning Clauses

The use of warning clauses or easements in respect of noise are recommended when circumstances warrant. Noise warning clauses may be used to warn of potential annoyance due to an existing source of noise and/or to warn of excesses above the sound level limits. Direction on the use of warning clauses should be included in agreements that are registered on title to the lands in question. The warning clauses would be included in agreements of Offers of Purchase and Sale, lease/rental agreements and condominium declarations. Alternatively, the use of easements in respect of noise may be appropriate in some circumstances. Additional guidance on the use of noise warning clauses is provided in Section C7.1.1, Section C7.1.2.1, Section C7.1.2.2, Section C7.3 and Section C7.4.

C8.1 Transportation Sources

The following warning clauses may be used individually or in combination:

TYPE A: (see Section C7.1.1)

> "Purchasers/tenants are advised that sound levels due to increasing road traffic (rail traffic) (air traffic) may occasionally interfere with some activities of the dwelling occupants as the sound levels exceed the sound level limits of the Municipality and the Ministry of the Environment."

TYPE B: (see Section C7.1.1 and Section C7.4)

> "Purchasers/tenants are advised that despite the inclusion of noise control features in the development and within the building units, sound levels due to increasing road traffic (rail traffic) (air traffic) may on occasions interfere with some activities of the dwelling occupants as the sound levels exceed the sound level limits of the Municipality and the Ministry of the Environment."

TYPE C: (see Section C7.1.2.1, Section C7.1.2.2 and Section C7.4)

> "This dwelling unit has been designed with the provision for adding central air conditioning at the occupant's discretion. Installation of

D 5: Noise Control Measures – Warning Clauses

central air conditioning by the occupant in low and medium density developments will allow windows and exterior doors to remain closed, thereby ensuring that the indoor sound levels are within the sound level limits of the Municipality and the Ministry of the Environment."

TYPE D: (see Section C7.1.2.1, Section C7.1.2.2 and Section C7.4)

"This dwelling unit has been supplied with a central air conditioning system which will allow windows and exterior doors to remain closed, thereby ensuring that the indoor sound levels are within the sound level limits of the Municipality and the Ministry of the Environment."

C8.2 Stationary Sources

It is not acceptable to use warning clauses in place of physical noise control measures to identify an excess over the MOE sound level limits. Warning clause (Type E) for stationary sources may identify a potential concern due to the proximity of the facility but it is not acceptable to justify exceeding the sound level limits.

TYPE E: (see Section C7.6)

"Purchasers/tenants are advised that due to the proximity of the adjacent industry (facility) (utility), noise from the industry (facility) (utility) may at times be audible."

C8.3 Class 4 Area Notification

TYPE F: (see Section B9.2 and Section C4.4.2)

"Purchasers/tenants are advised that sound levels due to the adjacent industry (facility) (utility) are required to comply with sound level limits that are protective of indoor areas and are based on the assumption that windows and exterior doors are closed. This dwelling unit has been supplied with a ventilation/air conditioning system which will allow windows and exterior doors to remain closed."

D 6: Noise Control Measures – Warning Clauses (Continued)

Appendix E: Road Traffic Volume Data

E 1: Predicted Road Traffic

Year	Road	Location	AADT
2011	Longfellow	North of Northwood	1,400
2015	South Cameron	South of Tecumseh	3,500
2013	Dominion	South of Totten	14,700
2034	Longfellow	North of Northwood	2,208
2034	South Cameron	South of Tecumseh	5,099
2034	Dominion	South of Totten	22,280

E 2: Predicted Hourly Traffic Volumes per Period and Breakdown of Cars, Medium Trucks and Heavy Trucks – Longfellow

Period	Hourly Traffic Volume (Vehicles/hr)	Auto Traffic Volume (Vehicles/hr)	Medium Truck Traffic Volume (Vehicles/hr)	Heavy Truck Traffic Volume (Vehicles/hr)
Day	124	122	3	0
Night	28	27	1	0

*Note: the above count does not meet the minimum 40 vph requirement. The traffic was increased by 50% at nighttime to achieve the minimum vehicle requirement.

E 3: Predicted Hourly Traffic Volumes per Period and Breakdown of Cars, Medium Trucks and Heavy Trucks – South Cameron

Period	Hourly Traffic Volume (Vehicles/hr)	Auto Traffic Volume (Vehicles/hr)	Medium Truck Traffic Volume (Vehicles/hr)	Heavy Truck Traffic Volume (Vehicles/hr)
Day	287	273	7	7
Night	64	61	2	2

E 4: Predicted Hourly Traffic Volumes per Period and Breakdown of Cars, Medium Trucks and Heavy Trucks – Dominion

Period	Hourly Traffic Volume (Vehicles/hr)	Auto Traffic Volume (Vehicles/hr)	Medium Truck Traffic Volume (Vehicles/hr)	Heavy Truck Traffic Volume (Vehicles/hr)
Day	1,253	1,190	31	31
Night	279	265	7	7

Appendix F: Rail Traffic Volume Data

F 1: CN Rail Train Volume Data Modelled for 2034

	Number of Trains (way freight)	Max Speed (km/h)	Number of Locomotive per Train	Number of Cars per Train	Engine Type
Day	2.62	16	4	25	Diesel
Night	0	16	0	0	Diesel

Date: 2024/05/13 Project Number: CAS-224.60 - Tecumseh Road West, Windsor ON

Dear Helen:

Re: Train Traffic Data – CN Caso Subdivision near Tecumseh Road West in Windsor, ON

The following is provided in response to Helen's 2024/04/12 request for information regarding rail traffic in the vicinity of Cabana Road East in Windsor ON at approximately Mile 224.60 on CN's Caso Subdivision.

Typical daily traffic volumes are recorded below. However, traffic volumes may fluctuate due to overall economic conditions, varying traffic demands, weather conditions, track maintenance programs, statutory holidays and traffic detours that when required may be heavy although temporary. For the purpose of noise and vibration reports, train volumes must be escalated by 2.5% per annum for a 10-year period.

Typical daily traffic volumes at this site location are as follows:

***Maximum train speed is given in Miles per Hour**

	0700-2300			
Type of Train	Volumes	Max.Consist	Max. Speed	Max. Power
Freight	0	140	10	4
Way Freight	2	25	10	4
Passenger	0	10	10	2

	2300-0700			
Type of Train	Volumes	Max.Consist	Max. Speed	Max. Power
Freight	0	140	10	4
Way Freight	0	25	10	4
Passenger	0	10	10	2

The volumes recorded reflect westbound and eastbound freight and passenger operations on CN's Caso Subdivision.

Except where anti-whistling bylaws are in effect, engine-warning whistles and bells are normally sounded at all at-grade crossings. There are three (3) crossings in the immediate vicinity of the study area at Mile 221.80 Howard Avenue, Mile 225 College Ave 225.27 Essex Terminal. Anti-whistling bylaws are not in effect at this crossing. Please note that engine-warning whistles may be sounded in cases of emergency, as a safety and or warning precaution at station locations and pedestrian crossings and occasionally for operating requirements.

With respect to equipment restrictions, the gross weight of the heaviest permissible car is 286,000 lbs.

The double mainline track is considered to be continuously welded rail throughout the study area. The presence of four switches located at Mile 224.48, 224.56, 224.60 and 224.66 and may exacerbate the noise and vibration caused by train movements.

F 3: CN Rail Traffic Response Letter – Page 1

The Canadian National Railway continues to be strongly opposed to locating developments near railway facilities and rights-of-way due to potential safety and environmental conflicts. Development adjacent to the Railway Right-of-Way is not appropriate without sound impact mitigation measures to reduce the incompatibility. For confirmation of the applicable rail noise, vibration and safety standards, Adjacent Development, Canadian National Railway Properties at Proximity@cn.ca should be contacted directly.

I trust the above information will satisfy your current request.

Sincerely,

Sarangan Srikanth

Sarangan Srikanth
Officer Public Works
sarangan.srikanth@cn.ca

F 4: CN Rail Traffic Response Letter – Page 2

Appendix G: Noise Model Printouts

```
STAMSON 5.0        NORMAL REPORT        Date: 06-12-2024 17:57:21
MINISTRY OF ENVIRONMENT AND ENERGY / NOISE ASSESSMENT

Filename: POR1B.te             Time Period: Day/Night 16/8 hours
Description: POR1B


Rail data, segment # 1: CN (day/night)
-------------------------------------
Train            ! Trains      ! Speed !# loc !# Cars! Eng  !Cont
Type             !             !(km/h) !/Train!/Train! type !weld
-----------------+-------------+-------+------+------+------+----
  1.             !   2.6/0.0   !  16.0 !  4.0 ! 25.0 !Diesel! Yes

Data for Segment # 1: CN (day/night)
-------------------------------------
Angle1   Angle2           : -90.00 deg   90.00 deg
Wood depth                :      0       (No woods.)
No of house rows          :      0 / 0
Surface                   :      1       (Absorptive ground surface)
Receiver source distance  : 288.00 / 288.00 m
Receiver height           :   5.20 / 5.20   m
Topography                :      1       (Flat/gentle slope; no barrier)
No Whistle
Reference angle           :   0.00

Results segment # 1: CN (day)
-----------------------------

LOCOMOTIVE (0.00 + 39.69 + 0.00) = 39.69 dBA
Angle1 Angle2  Alpha RefLeq  D.Adj  F.Adj  W.Adj  H.Adj  B.Adj SubLeq
-------------------------------------------------------------------------
   -90     90   0.47  59.73 -18.92  -1.13   0.00   0.00   0.00  39.69
-------------------------------------------------------------------------

WHEEL (0.00 + 20.96 + 0.00) = 20.96 dBA
Angle1 Angle2  Alpha RefLeq  D.Adj  F.Adj  W.Adj  H.Adj  B.Adj SubLeq
-------------------------------------------------------------------------
   -90     90   0.58  42.54 -20.26  -1.32   0.00   0.00   0.00  20.96
-------------------------------------------------------------------------

Segment Leq : 39.75 dBA

Total Leq All Segments: 39.75 dBA
```

Results segment # 1: CN (night)

LOCOMOTIVE (0.00 + -20.04 + 0.00) = 0.00 dBA

Angle1	Angle2	Alpha	RefLeq	D.Adj	F.Adj	W.Adj	H.Adj	B.Adj	SubLeq
-90	90	0.47	0.00	-18.92	-1.13	0.00	0.00	0.00	-20.04

WHEEL (0.00 + -21.58 + 0.00) = 0.00 dBA

Angle1	Angle2	Alpha	RefLeq	D.Adj	F.Adj	W.Adj	H.Adj	B.Adj	SubLeq
-90	90	0.58	0.00	-20.26	-1.32	0.00	0.00	0.00	-21.58

Segment Leq : 0.00 dBA

Total Leq All Segments: 0.00 dBA

Road data, segment # 1: Longfellow (day/night)

Car traffic volume	1947/324	veh/TimePeriod
Medium truck volume	40/6	veh/TimePeriod
Heavy truck volume	0/0	veh/TimePeriod
Posted speed limit	50 km/h	
Road gradient	0 %	
Road pavement	1 (Typical asphalt or concrete)	

Data for Segment # 1: Longfellow (day/night)

Angle1 Angle2	-90.00 deg	90.00 deg
Wood depth	0	(No woods.)
No of house rows	0 / 0	
Surface	1	(Absorptive ground surface)
Receiver source distance	15.00 / 15.00	m
Receiver height	5.20 / 5.20	m
Topography	1	(Flat/gentle slope; no barrier)
Reference angle	0.00	

```
Road data, segment # 2: S Cameron (day/night)
----------------------------------------------
Car traffic volume  :  4360/484   veh/TimePeriod
Medium truck volume :   115/13    veh/TimePeriod
Heavy truck volume  :   115/13    veh/TimePeriod
Posted speed limit  :    50 km/h
Road gradient       :     0 %
Road pavement       :     1 (Typical asphalt or concrete)

Data for Segment # 2: S Cameron (day/night)
----------------------------------------------
Angle1   Angle2           : -90.00 deg   90.00 deg
Wood depth                :      0       (No woods.)
No of house rows          :      0 / 0
Surface                   :      1       (Absorptive ground surface)
Receiver source distance  : 143.00 / 143.00 m
Receiver height           :   5.20 / 5.20   m
Topography                :      1       (Flat/gentle slope; no barrier)
Reference angle           :   0.00

Results segment # 1: Longfellow (day)
-----------------------------------

Source height = 0.50 m

ROAD (0.00 + 52.78 + 0.00) = 52.78 dBA
Angle1 Angle2  Alpha RefLeq  P.Adj  D.Adj  F.Adj  W.Adj  H.Adj  B.Adj
SubLeq
-------------------------------------------------------------------------
--
   -90     90   0.58  54.10   0.00   0.00  -1.32   0.00   0.00   0.00
52.78
-------------------------------------------------------------------------
--

Segment Leq : 52.78 dBA

Results segment # 2: S Cameron (day)
----------------------------------

Source height = 1.26 m

ROAD (0.00 + 44.76 + 0.00) = 44.76 dBA
Angle1 Angle2  Alpha RefLeq  P.Adj  D.Adj  F.Adj  W.Adj  H.Adj  B.Adj
SubLeq
-------------------------------------------------------------------------
--
   -90     90   0.56  61.28   0.00 -15.24  -1.28   0.00   0.00   0.00
44.76
-------------------------------------------------------------------------
--
```

```
Segment Leq : 44.76 dBA

Total Leq All Segments: 53.42 dBA

Page 4

Results segment # 1: Longfellow (night)
---------------------------------------

Source height = 0.50 m

ROAD (0.00 + 47.90 + 0.00) = 47.90 dBA
Angle1 Angle2  Alpha RefLeq  P.Adj  D.Adj  F.Adj  W.Adj  H.Adj  B.Adj
SubLeq
-------------------------------------------------------------------------
--
   -90     90   0.58  49.22   0.00   0.00  -1.32   0.00   0.00   0.00
47.90
-------------------------------------------------------------------------
--

Segment Leq : 47.90 dBA

Results segment # 2: S Cameron (night)
---------------------------------------

Source height = 1.26 m

ROAD (0.00 + 38.28 + 0.00) = 38.28 dBA
Angle1 Angle2  Alpha RefLeq  P.Adj  D.Adj  F.Adj  W.Adj  H.Adj  B.Adj
SubLeq
-------------------------------------------------------------------------
--
   -90     90   0.56  54.80   0.00 -15.24  -1.28   0.00   0.00   0.00
38.28
-------------------------------------------------------------------------
--

Segment Leq : 38.28 dBA

Total Leq All Segments: 48.35 dBA



TOTAL Leq FROM ALL SOURCES (DAY): 53.60
                           (NIGHT): 48.35
```

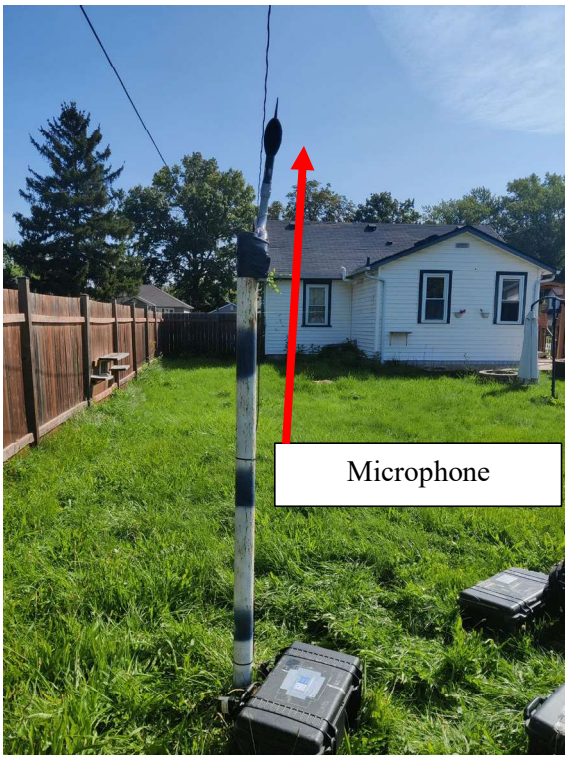
Appendix H: Measured Noise Data

Start Time	LAleq	LAeq	Temp (°F)	Rel Hum (%)	Wind Spd (mph)	Weather	Period	Noise Limit (dB)	Comments
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
2024-08-21 13:00	70	69	68 °F	52 %	10 mph	Mostly Cloudy	Daytime	50	
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
2024-08-21 14:00	54	53	72 °F	43 %	13 mph	Fair	Daytime	50	
2024-08-21 15:00	54	53	72 °F	46 %	12 mph	Mostly Cloudy	Daytime	50	
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]

[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
2024-08-25 16:00	54	53	86 °F	70 %	10 mph	Mostly Cloudy	Daytime	50	
2024-08-25 17:00	54	53	84 °F	70 %	10 mph	Partly Cloudy	Daytime	50	
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
2024-08-25 21:00	55	54	72 °F	94 %	6 mph	Partly Cloudy	Evening	45	crickets, constant tonal hum, traffic,
2024-08-25 22:00	56	55	72 °F	94 %	5 mph	Fair	Evening	45	crickets, constant tonal hum, traffic,
2024-08-25 23:00	56	55	72 °F	94 %	2 mph	Mist	Nighttime	45	crickets, contant tonall hum, traffic, a/c unit?, talking,
2024-08-26 0:00	57	56	70 °F	100 %	3 mph	Mist	Nighttime	45	Crickets, traffic, a/c unit?, distant train
2024-08-26 1:00	57	56	68 °F	100 %	2 mph	Fog	Nighttime	45	A/c unit?, crickets, traffic,
2024-08-26 2:00	57	56	68 °F	100 %	3 mph	Fog	Nighttime	45	crickets, traffic, constant tonal hum
2024-08-26 3:00	56	55	66 °F	100 %	0 mph	Fog	Nighttime	45	crickets, traffic, constant tonal hum, a/c unit?,
2024-08-26 4:00	55	54	68 °F	100 %	2 mph	Fog	Nighttime	45	crickets, traffic, constant tonal hum, train moving?
2024-08-26 5:00	54	53	68 °F	100 %	3 mph	Mist	Nighttime	45	crickets, traffic, constant tonal hum, truck reverse beeps,
2024-08-26 6:00	53	53	68 °F	100 %	6 mph	Mist	Nighttime	45	traffic, crickets, constant tonal hum, gate opening, coughing,
2024-08-26 7:00	55	55	72 °F	100 %	2 mph	Fair	Daytime	50	traffic, crickets, constant tonal hum, birds, sirens, garbage truck,
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]

High Humidity (>90%)
High Wind (>15 km/h; 9.32 mph)
Rain
Exceedance

Appendix I: Photographs of Noise Measurement Location



65

I 3: Microphone and Sound Level Meter



65

I 2: Site Measurement Location

Appendix J: Measurement Equipment List

The following is the list of equipment used to perform the noise measurements:

Type 4231 Brüel & Kjær Acoustic Calibrator	Serial No. 2588643
Type 4952 Brüel & Kjær Outdoor Microphone	Serial No. 2766539
Type 2250 Brüel & Kjær Sound Level Meter	Serial No. 2763480

All measurement systems were checked for calibration before and after the measurement period and were found to be within the acceptable calibration limits. The battery levels also remained within the acceptable levels during the measuring period.

It is also worth noting that the meteorological conditions were measured before and after the measurement period and were found to be within the limits set by the MECP.

SCOPED
PLANNING RATIONALE REPORT

ZONING BY-LAW AMENDMENT
PROPOSED RESIDENTIAL DEVELOPMENT

1841 Longfellow Avenue

Windsor, Ontario

June 2, 2025

Prepared by:

Tracey Pillon-Abbs, RPP
Principal Planner
Chatham, ON
226-340-1232
tracey@pillonabbs.ca
www.pillonabbs.ca

Table of Content

1.0 INTRODUCTION 3
2.0 SITE AND SURROUNDING LAND USES 4
2.1 Legal Description and Ownership 4
2.2 Physical Features of the Site 5
2.2.1 Size and Site Dimension 5
2.2.2 Existing Structures and Previous Use 5
2.2.3 Vegetation 5
2.2.4 Topography 5
2.2.5 Other Physical Features 5
2.2.6 Municipal Services 5
2.2.7 Nearby Amenities 6
2.3 Surrounding Land Uses 6
3.0 PROPOSAL AND CONSULTATION 7
3.1 Development Proposal 7
3.2 Public Consultation Strategy 8
4.0 APPLICATION AND STUDIES 10
4.1 Zoning By-law Amendment 10
4.2 Other Applications 10
4.3 Supporting Studies 10
4.3.1 Noise 10
5.0 PLANNING ANALYSIS 12
5.1 Policy and Regulatory Overview 12
5.1.1 Provincial Planning Statement 12
5.1.2 Official Plan 17
5.1.3 Zoning By-law 24
6.0 SUMMARY AND CONCLUSION 27
6.1 Summary 27
6.1.1 Site Suitability 27

6.1.2 Compatibility of Design 27
6.1.3 Good Planning 27
6.1.4 Environment Impacts 27
6.1.5 Municipal Services Impacts 27
6.1.6 Social, Cultural, and Economic Conditions 28
6.2 Conclusion 28

1.0 INTRODUCTION

I have been retained by Deniz Orak (herein the “Applicant”) to provide a scoped land use Planning Rationale Report (PRR) in support of a proposed residential development to be located at 1841 Longfellow Avenue (herein the “Site”) in the City of Windsor, Province of Ontario.

The Site, in Ward 10 (South Cameron Planning District), is made up of one interior parcel of land, which currently has a single detached dwelling and an accessory structure (to be demolished).

The Site is located on the west side of Longfellow Avenue, north of Ojibway Street and south of Arcadia Street.

It is proposed that the Site be redeveloped for residential purposes.

A new 2-storey semi-detached dwelling will be constructed for a total of 2 residential dwelling units.

No Additional Dwelling Units (ADUs) are proposed.

Parking will be located in private garages for each unit as well as on paved driveways. A total of 2 parking spaces per unit is proposed for a total of 4.

The Site has access to full municipality services.

Pre-consultation (stage 1) was completed by the Applicant (City File #PC-012/24). Comments dated February 14, 2024, have been received and included in this scoped PRR.

Pre-submission (stage 2) was completed by the Applicant (City File #PC-008/25). Comments dated June 2, 2025, have been received and included in this scoped PRR.

A site-specific Zoning By-law Amendment (ZBA) is required in support of the proposed development in addition to the required support studies.

A future application for Consent (CON) will be made to sever along the common wall.

The purpose of this report is to review the relevant land use documents, including the Provincial Planning Statement 2024 (PPS), the City of Windsor Official Plan (OP), and the City of Windsor Zoning By-law (ZBL) as it pertains to the ZBA application.

This scoped PRR will show that the proposed development is a suitable development, is consistent with the PPS, conforms to the intent and purpose of the OP and ZBL, and represents good planning.

2.0 SITE AND SURROUNDING LAND USES

2.1 Legal Description and Ownership

The Site, in Ward 10 (South Cameron Planning District), is made up of one interior parcel of land.

The Site is located on the west side of Longfellow Avenue, north of Ojibway Street and south of Arcadia Street (see the area outlined in **red** on Figure 1 – Site Location).

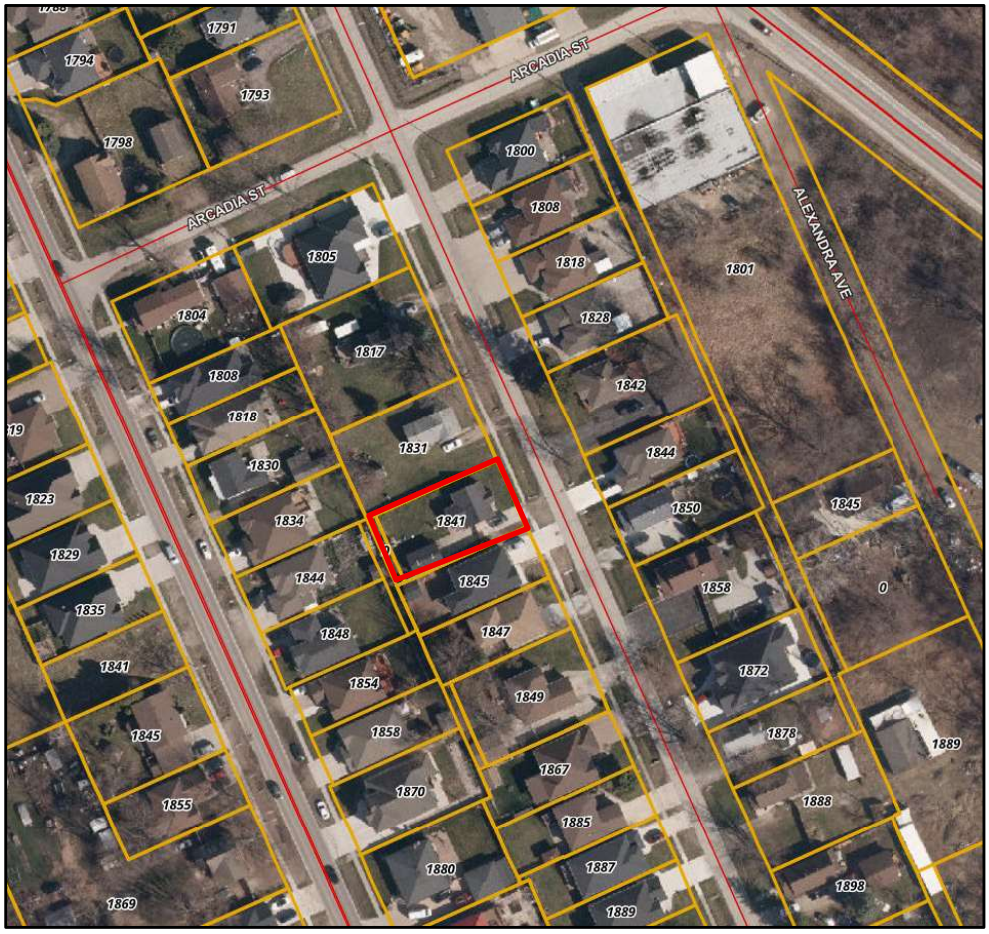


Figure 1 – Site Location (Source: Windsor GIS)

The Site is owned, locally known as and legally described as follows:

Address	Legal Description	PIN	ARN	Owner	Purchased Date
1841 Longfellow Ave	LT 139 PL 557 SANDWICH WEST; LT 140 PL 557 SANDWICH WEST; PT LT 138 PL 557 SANDWICH WEST AS IN SW59736; WINDSOR	01313-1596 (LT)	080-580-01300	ORAK, MEHMET DENIZ	2019
0 Longfellow Ave	PT ALLEY PL 557 SANDWICH WEST CLOSED BY R1060870 AS IN R1373835; S/T R1373835E; WINDSOR	01313-1597 (LT)	080-580-01401	ORAK, MEHMET DENIZ	2019

2.2 Physical Features of the Site

2.2.1 Size and Site Dimension

The Site, subject to the proposed development, consists of a total area of 657.2 m2, with 18.34 m along Longfellow Avenue and a depth of 35.8 m.

2.2.2 Existing Structures and Previous Use

The Site currently has a single detached dwelling and an accessory structure (to be demolished).

The previous use was agriculture.

2.2.3 Vegetation

The property currently has a mown lawn.

2.2.4 Topography

The Site is generally level, and it is outside of the Essex Region Conservation Authority (ERCA) regulated area.

2.2.5 Other Physical Features

Fencing is located along a portion of the Site.

2.2.6 Municipal Services

The Site has access to municipal water, storm, and sanitary services.

Transit is also available. The Site is close to major roadways.

2.2.7 Nearby Amenities

There are many schools, parks, places of worship and libraries in close proximity to the Site.

There is nearby shopping in the form of plazas and malls, medical facilities, as well as employment, and local amenities.

2.3 Surrounding Land Uses

Overall, the Site is located in an established area with residential uses.

There are residential uses on the north, south, east and west of the Site.

There are several different lot frontages and lot areas of neighbouring properties.

3.0 PROPOSAL AND CONSULTATION

3.1 Development Proposal

The Site, in Ward 10 (South Cameron Planning District), is made up of one interior parcel of land, which currently has a single detached dwelling and an accessory structure (to be demolished).

It is proposed that the Site be redeveloped for residential purposes

A new 2-storey semi-detached dwelling will be constructed for a total of 2 residential dwelling units.

No Additional Dwelling Units (ADUs) are proposed.

A concept plan has been prepared (see Figure 2a –Concept Plan).

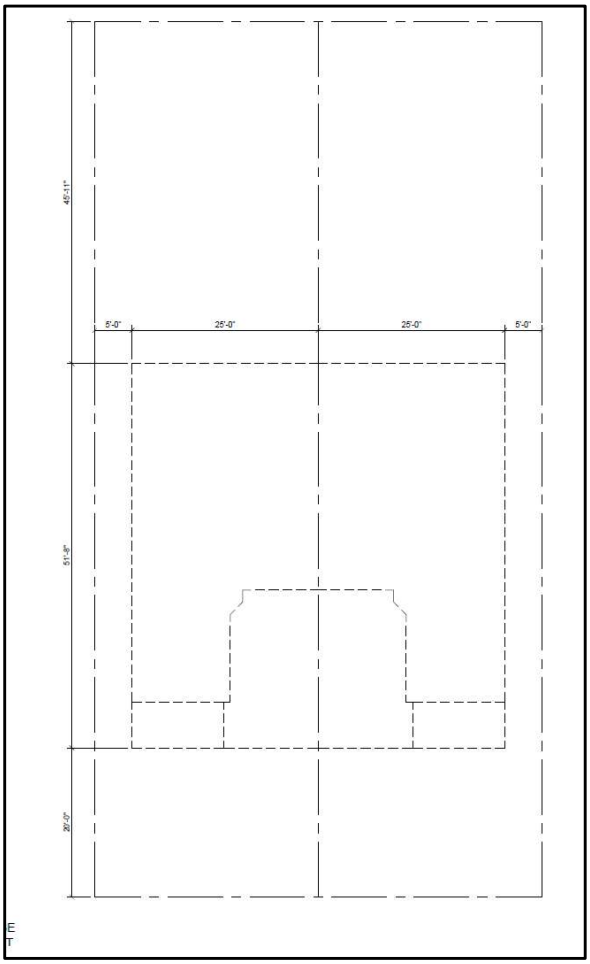


Figure 2a –Concept Plan

The proposed semi-detached dwelling will have a gross floor area (GFA) of 408.7 m2 with 240.0 m2 total lot coverage at 36.5 % of the total lot area.

Elevations of the proposed building have been prepared (see Figure 2b – Elevations).



Figure 2b – Elevations

Parking will be located in private garages for each unit as well as on paved driveways. A total of 2 parking spaces per unit is proposed for a total of 4.

Amenity areas, paved sidewalks and landscaping will be provided.

The Site has access to full municipality services.

3.2 Public Consultation Strategy

In addition to the statutory public meeting, the *Planning Act* requires that the Applicant submit a proposed strategy for public consultation with respect to an application as part of the complete application requirements.

As part of a public consultation strategy, in addition to the statutory public meeting, an informal electronic public open house was held with area residents and property owners on August 29, 2024.

The open house provided members of the public **120 m** radius of the Site with opportunities to review and comment on the proposed development.

No residents or property owners attended the open house.

A formal objection was received from the residents of 1763 Longfellow Avenue, via August 18, 2024, email.

4.0 APPLICATION AND STUDIES

Pre-consultation (stage 1) was completed by the Applicant (City File #PC-012/24). Comments dated February 14, 2024, have been received and included in this scoped PRR.

Pre-submission (stage 2) was completed by the Applicant (City File #PC-008/25). Comments dated June 2, 2025, have been received and included in this scoped PRR.

The following explains the purpose of the application as well as a summary of the required support studies.

4.1 Zoning By-law Amendment

A site-specific Zoning By-law Amendment (ZBA) is required in support of the proposed development.

The current zoning of the Site, subject to development, is Residential District 1.1 (RD1.1) category, as shown on Maps 4, 7 and 8 of the City of Windsor Zoning By-law #8600.

It is proposed to further amend the existing zoning to a site specific Residential District 1.1 (RD1.1 - S.20(1)(XXX)) category to permit the proposed development of a new semi-detached dwelling.

Further, the proposed development will comply with all zone provisions set out in the RD1.1 Zone, with the exception of the following relief being requested.:

1. *Increase the maximum gross floor area for the main building from 400 m2 to 410 m2.*

The ZBA is detailed, and the justification is set out in Section 5.1.3 of this scoped PRR.

4.2 Other Applications

Once the ZBA application has been approved, the Applicant will proceed with a building permit.

A future application for Consent (CON) will be made to sever along the common wall.

The Site is not subject to Site Plan Control (SPC).

4.3 Supporting Studies

The following supporting studies have been identified as required as part of the application.

4.3.1 Noise

An Acoustic Assessment was prepared by Akoustik Engineering Limited, dated December 6, 2024.

The purpose of the study was to assess the impact of transportation noise from nearby roads and railways located near the Site.

It was concluded that the predicted noise levels do not exceed the limits set by the Ministry.

It was recommended that the development be given approval with the understanding that a warning clause be used.

The Applicant is currently in the process of having the warning clause registered on title, if required.

5.0 PLANNING ANALYSIS

5.1 Policy and Regulatory Overview

5.1.1 Provincial Planning Statement

The Provincial Planning Statement, 2024 (PPS) provides policy direction on matters of provincial interest related to land use planning and development.

The PPS was issued under Section 3 of the Planning Act and came into effect on October 20, 2024.

The following provides a summary of the key policy considerations of the PPS as it relates to the proposed development.

PPS Policy #	Policy	Response
Chapter 1 - Vision	Ontario will increase the supply and mix of housing options, addressing the full range of housing affordability needs. Every community will build homes that respond to changing market needs and local demand. Providing a sufficient supply with the necessary mix of housing options will support a diverse and growing population and workforce, now and for many years to come.	The proposed development provides more housing.
Chapter 2.1.4 – Buildings Homes, Sustaining Strong and Competitive Communities	To provide for an appropriate range and mix of housing options and densities required to meet projected requirements of current and future residents of the regional market area, planning authorities shall: a) maintain at all times the ability to accommodate residential growth for a minimum of 15 years through	The proposed development will help provide for a new housing option and density to meet the needs of the City. Full municipal services are available.

PPS Policy #	Policy	Response
	lands which are designated and available for residential development; and b) maintain at all times where new development is to occur, land with servicing capacity sufficient to provide at least a three-year supply of residential units available through lands suitably zoned, including units in draft approved or registered plans.	
2.1.6	Planning authorities should support the achievement of complete communities by: a) accommodating an appropriate range and mix of land uses, housing options, transportation options with multimodal access, employment, public service facilities and other institutional uses (including schools and associated child care facilities, long term care facilities, places of worship and cemeteries), recreation, parks and open space, and other uses to meet long-term needs; b) improving accessibility for people of all ages and abilities by addressing land use barriers which restrict their full participation in society;	The proposed development is consistent with the policy to achieve complete communities as the Site is located in an existing built up area. The proposed development will provide for more housing. The Site has access to transportation options, public service facilities, other institutional uses, and parks. Accessibility will be addressed at the time of the building permit.
2.2.1 - Housing	Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected needs of current and future residents of the regional market area by: a) establishing and implementing minimum targets for the provision of	The proposed development is a new housing option for the area. The proposed development supports the City's housing targets. The needs of the residents can be accommodated as the

PPS Policy #	Policy	Response
	housing that is affordable to low and moderate income households, and coordinating land use planning and planning for housing with Service Managers to address the full range of housing options including affordable housing needs; b) permitting and facilitating: 1. all housing options required to meet the social, health, economic and well being requirements of current and future residents, including additional needs housing and needs arising from demographic changes and employment opportunities; and 2. all types of residential intensification, including the development and redevelopment of underutilized commercial and institutional sites (e.g., shopping malls and plazas) for residential use, development and introduction of new housing options within previously developed areas, and redevelopment, which results in a net increase in residential units in accordance with policy 2.3.1.3; c) promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation; and d) requiring transit-supportive development and prioritizing intensification, including	Site is located near local amenities. The Site offers an opportunity for gentle intensification and infilling. The proposed density is appropriate for the Site. Residents will have access to nearby transit.

PPS Policy #	Policy	Response
	potential air rights development, in proximity to transit, including corridors and stations.	
2.3.1.1 – Settlement Area	Settlement areas shall be the focus of growth and development. Within settlement areas, growth should be focused in, where applicable, strategic growth areas, including major transit station areas.	The Site is located in an existing settlement area.
2.3.1.2	Land use patterns within settlement areas should be based on densities and a mix of land uses which: a) efficiently use land and resources; b) optimize existing and planned infrastructure and public service facilities; c) support active transportation; d) are transit-supportive, as appropriate.	The Site offers an opportunity for gentle intensification. The total density of the proposed development is considered appropriate. The design and style of the proposed building will blend well with the scale and massing of the existing surrounding area. The proposed development is an efficient use of the Site. Residents will have immediate access to local amenities. Transit is available in the area. The Site is located close to major roadways.
2.3.1.3	Planning authorities shall support general intensification and redevelopment to support the achievement of complete communities, including by planning for a range and mix of housing options and	The proposed development provides an infill opportunity for an existing parcel of land. The Site was always intended for residential use.

PPS Policy #	Policy	Response
	prioritizing planning and investment in the necessary infrastructure and public service facilities.	The design of the proposed development will provide a compact form.
2.3.1.4	Planning authorities shall establish and implement minimum targets for intensification and redevelopment within built-up areas, based on local conditions.	The City has established targets. The proposed development will assist in meeting those targets as the Site is located in an existing built-up area and will add new residential housing.
2.3.1.6	Planning authorities should establish and implement phasing policies, where appropriate, to ensure that development within designated growth areas is orderly and aligns with the timely provision of the infrastructure and public service facilities.	The Site has access to existing infrastructure and nearby public service facilities.
Chapter 3.1.1 – Infrastructure and Facilities	Infrastructure and public service facilities shall be provided in an efficient manner while accommodating projected needs.	The proposed development has access to full municipal services. There are nearby public service facilities.
3.3.3 - Transportation	Planning authorities shall not permit development in planned corridors that could preclude or negatively affect the use of the corridor for the purpose(s) for which it was identified.	The proposed development will not have a negative impact on nearby transportation and infrastructure corridors.
3.6.2	Municipal sewage services and municipal water services are the preferred form of servicing for settlement areas to support protection of the environment and minimize	The proposed development will be serviced by municipal sewer, water and storm, which is the preferred form of servicing for settlement areas.

PPS Policy #	Policy	Response
	potential risks to human health and safety. For clarity, municipal sewage services and municipal water services include both centralized servicing systems and decentralized servicing systems.	
4.2 - Water	Planning authorities shall protect, improve or restore the quality and quantity of water by: b) minimizing potential negative impacts, including cross-jurisdictional and cross-watershed impacts;	The Site is outside of the ERCA regulated area.
Chapter 5.1.1 – Protecting Public Health and Safety	Development shall be directed away from areas of natural or human-made hazards where there is an unacceptable risk to public health or safety or of property damage, and not create new or aggravate existing hazards.	There are no natural or human-made hazards that apply to this Site. There is no risk to the public.

Therefore, the proposed development is consistent with the PPS and the Province's vision for long-term prosperity and social well-being.

5.1.2 Official Plan

The City of Windsor Official Plan (OP) was adopted by Council on October 25, 1999, approved in part by the Ministry of Municipal Affairs and Housing (MMAH) on March 28, 2000, and the remainder approved by the Ontario Municipal Board (OMB) on November 1, 2002. The office consolidation version is dated September 7, 2012.

The OP implements the PPS and establishes a policy framework to guide land use planning decisions related to development and the provision of infrastructure and community services throughout the City.

The current land use designation of the Site, subject to development, is 'Residential', as shown on Schedule D: Land Use of the City of Windsor Official Plan.

The Site is also subject to the following:

- Schedule A: South Cameron Planning District and South Cameron Secondary Plan
- Schedule C: Development Constraint – 300.0 m of a rail yard
- Schedule C-1: Archaeological Constraints – High Potential
- Schedule F-1: Railways – located within 370 m of a railway
- Schedule SC-1: Development Concept – low profile residential
- Schedule SC-2: Road Network – Local Road (Longfellow Ave)
- Schedule SC-3: Noise Control Area - Rail Yard Warning Clause and Noise Study for Residential Development
- Schedule SC-4: Action Areas - Local Road (namely Longfellow Ave) identified for a Potential One-Way Traffic Scheme

It is proposed that the Site be maintained under the same land use designation.

The following provides a summary of the key policy considerations of the OP as it relates to the proposed development.

OP Policy #	Policy	Response
6.2.1.2 - General Policies, Type of Development Profile	For the purpose of this Plan, Development Profile refers to the height of a building or structure. Accordingly, the following Development Profiles apply to all land use designations on Schedule D: Land Use unless specifically provided elsewhere in this Plan: (**a) Low Profile developments are buildings or structures generally no greater than three (3) storeys in height;** (b) Medium Profile developments are buildings or structures generally no greater than six (6) storeys in height; and (c) High Profile developments are buildings or	The proposed development is considered low profile.

OP Policy #	Policy	Response
	structures generally no greater than fourteen (14) storeys in height.	
6.3.1.1 - Residential	To support a complementary range of housing forms and tenures in all neighbourhoods.	The proposed semi-detached will complement the existing neighbour. The height will be similar to a single detached dwelling.
6.3.1.2	To promote compact neighbourhoods which encourage a balanced transportation system.	The Site is close to major roadways.
6.3.1.3	To promote residential redevelopment, infill and intensification initiatives in locations in accordance with this plan.	The proposed development will provide for infilling and intensification.
6.3.2.1 – Permitted Uses	Uses permitted in the Residential land use designation identified on Schedule D: Land Use include **Low Profile,** and Medium Profile dwelling units. High Profile Residential Buildings shall be directed to locate in the City Centre, Mixed Use Centres and Mixed Use Corridors.	The proposed development is considered low profile. A 2 storey semi-detached dwelling will maintain the same maximum height as a single detached dwelling, which makes it very compatible with the neighbourhood.
6.3.2.3 – Types of Low Profile Housing	For the purposes of this Plan, Low Profile housing development is further classified as follows: (a) small scale forms: single detached, **semi-detached**, duplex and row and multiplexes with up to 8 units; and (b) large scale forms: buildings with more than 8 units.	Semi-detached dwellings, which are considered small-scale, are permitted.
6.3.2.4 – Locational Criteria	Residential intensification shall be directed to the Mixed Use Nodes and areas in proximity to those Nodes. Within these areas Medium Profile buildings, up to four (4) storeys in height	The Site is close to major roadways, has access to full municipal services, is close to nearby amenities and is close to transit.

OP Policy #	Policy	Response
	shall be permitted. These taller buildings shall be designed to provide a transition in height and massing from low-profile areas. **New residential development and intensification shall be located where:** (a) There is access to a collector or arterial road; (b) Full municipal physical services can be provided; (c) Adequate community services and open spaces are available or are planned; and (d) Public transportation service can be provided.	
6.3.2.5 – Evaluation Criteria (existing neighbourhood)	At the time of submission, the proponent shall demonstrate to the satisfaction of the Municipality that a proposed residential development within an area having a Neighbourhood development pattern is: (a) feasible having regard to the other provisions of this Plan, provincial legislation, policies and appropriate guidelines and support studies for uses: (i) within or adjacent to any area identified on Schedule C: Development Constraint Areas and described in the Environment chapter of this Plan; (ii) adjacent to sources of nuisance, such as noise, odour, vibration and dust; (iii) within a site of potential or known contamination; (iv) where traffic generation and distribution is a provincial or municipal concern; and (v) adjacent to heritage resources. (b) in keeping with the goals, objectives and policies of any secondary plan or guideline	This scoped PRR has evaluated the PPS in Section 5.1.1. There are no constraint areas or nuisances that impact the Site. Support studies have been completed as they pertain to noise and are summarized in Section 4.3.1 of this scoped PRR. There is no known contamination. Traffic generation is not expected to have any significant impact. There are no heritage resource concerns on or near the Site. There are no secondary plans that impact the Site. The proposed development is compatible with the existing neighbourhood.

OP Policy #	Policy	Response
	plan affecting the surrounding area; (c) In existing neighbourhoods, compatible with the surrounding area in terms of scale, massing, height, siting, orientation, setbacks, parking and amenity areas. In Mature Neighbourhoods as shown on Schedule A-1, compatible with the surrounding area, as noted above, and consistent with the streetscape, architectural style and materials, landscape character and setback between the buildings and streets; (d) provided with adequate off street parking; (e) capable of being provided with full municipal physical services and emergency services; and (f) Facilitation a gradual transition from Low Profile residential development to Medium and/or High Profile development and vice versa, where appropriate, in accordance with Design Guidelines approved by Council.	**Existing** semi-detached dwellings are a permitted use. A **new** semi-detached dwelling is proposed. No relief from the RD1.1 is being requested, except for a minor increase in GFA. The Site is a large lot. The proposed building height will be similar to a single detached dwelling in height, massing and scale. The massing of the development has been carefully designed to emulate the scale of the existing structures and the surrounding context. The building will be oriented to face the roadway, similar to the existing built environment. Lot area and lot frontages in the area vary in size. The Site is capable of accommodating the proposed development in terms of scale, massing, height, and siting. The Site is not in a mature neighbourhood, as shown on Schedule A-1. Off-street parking is provided. On-street parking is also available, if required.

OP Policy #	Policy	Response
		Amenity areas and landscaping will be provided (front and rear of the Site). Full municipal and emergency services are available. No transition between uses is required as part of the building design.
7.0 - Infrastructure	The provision of proper infrastructure provides a safe, healthy and efficient living environment. In order to accommodate transportation and physical service needs in Windsor, Council is committed to ensuring that infrastructure is provided in a sustainable, orderly and coordinated fashion.	The proposed development is close to nearby transit, off a major roadway, and has access to full municipal services.
7.2.8.9 – Development Adjacent to a **Rail Yard**	Council shall protect designated rail yards from incompatible development. Accordingly, development adjacent to a Rail Yard designated on Schedule C: Development Constraint Areas will be subject to the following: (a) New residential development and other new sensitive land uses, which require a rezoning (exclusive of a zoning by-law consolidation), plan of subdivision or plan of condominium are not permitted within 300 metres of a designated Rail Yard; (b) All proponents of new residential development and other new sensitive land uses, located between 300 and 1000 metres of a designated Rail Yard (exclusive of the George Avenue Rail Yard unless required by the City), which	The Site is located within 370 m of a railway. The required noise study was completed and summarized in Section 4.3.1 of this scoped PRR. It was recommended that the development be given approval with the understanding that a warning clause be used.

OP Policy #	Policy	Response
	require a rezoning (exclusive of a zoning by-law consolidation), plan of subdivision or plan of condominium shall complete a noise study to support the proposal, an, if the need for mitigation measures is determined by this study, shall identify and recommend appropriate mitigation measures, in accordance with the procedural policies in this Official Plan; (c) All proponents of new development within 75 metres of a designated Rail Yard shall complete a vibration study to support the proposal, and, if the need for mitigation measures is determined by the study, shall identify and recommend appropriate mitigation measures, in accordance with the procedural policies in this Official Plan; (d) All proponents of new residential development and other sensitive land uses, within 1000 metres of a designated Rail Yard, which requires a rezoning (exclusive of a zoning by-law consolidation), plan of subdivision or plan of condominium will consult with the appropriate railway company prior to the finalization of any noise and/or vibration abatement study required y this Official Plan; and (e) All proponents of new development abutting a rail yard, which require a rezoning (exclusive of a zoning by-law consolidation), plan of subdivisions, plan of condominium or site plan approval, shall incorporate	

OP Policy #	Policy	Response
	appropriate safety measures such as setbacks, berms and security fencing to the satisfaction of the Municipality, in consultation with the relevant public agency and the appropriate railway company.	
9.3.4.1 – Heritage Resources	Council will protect heritage resources by: (a) Requiring that development or infrastructure undertakings on lands containing potential archaeological resources avoid the destruction or alteration of these resources in Schedule C-1 Archaeological Potential; or where this is not possible, requiring the proponent to mitigate the impact to archaeological resources through documentation and removal in advance of land disturbances, in accordance with the Ontario Heritage Act and the policies contained within the Windsor Archaeological Management Plan.	The subject property is located within an area of high archaeological potential. However, the proposed development is on top of lands that have been previously disturbed, the subject property is a standard sized residential lot, and the proposed development will not lead to an impact on the land greater than one residential building envelope. No further studies were required.
Chapter 4.7.1.4 - South Camerson Secondary Plan, Permitted Uses	For the purpose of this secondary plan, Low Profile Residential development comprise single detached and **semi-detached dwellings** only.	Semi-detached dwelling is proposed.

Therefore, the proposed development will conform with the purpose and intent of the City of Windsor OP.

5.1.3 Zoning By-law

The City of Windsor Zoning By-law (ZBL) #8600 was passed by Council on July 8, 2002, and then a further Ontario Municipal Board (OMB) decision was issued on January 14, 2003.

A ZBL implements the PPS and the City OP by regulating the specific use of property and providing for its day-to-day administration.

The current zoning of the Site, subject to development, is Residential District 1.1 (RD1.1) category, as shown on Maps 4, 7 and 8 of the City of Windsor Zoning By-law #8600.

It is proposed to further amend the zoning to a site specific Residential District 1.1 (RD1.1 - S.20(1)(XXX)) category to permit the proposed development of a new semi-detached dwelling.

According to the ZBL, *SEMI-DETACHED DWELLING means one dwelling divided vertically into two dwelling units by a common interior wall having a minimum area above grade of 10.0 sq. m., and may include, where permitted by Section 5.99.80, up to two additional dwelling units.*

A review of the RD1.1 zone provisions, as set out in Section 10.1 of the ZBL is as follows:

Zone Regulations	**Required RD1.1 Zone**	**Proposed RD1.1 - S.20(1)(XXX) Zone**	**Compliance and/or Relief Requested with Justification**
Permitted Uses	Existing Duplex Dwelling **Existing Semi-Detached Dwelling** One Single Unit Dwelling Any use accessory to the preceding uses	**New** semi-detached dwelling (total 2 residential dwelling units)	Subject to the ZBA. The Site is large enough to accommodate the proposed development. The RD1.1 zone is being obtained to ensure the proposed development is compatible with the neighbourhood, as the building envelopes will be similar to the current area zoning.
Lot Width – minimum	15.0 m	18.34 m	Complies
Lot Area – minimum	450.0 m2	657.2 m2	Complies
Lot Coverage – maximum	45.0%	36.5 % 240.0 m2 / 657.2 m2	Complies
Main Building Height - maximum	9.0 m	6.7 m 2-storey	Complies
Front Yard Depth – minimum	6.0 m	6.1 m	Complies

Zone Regulations	Required RD1.1 Zone	Proposed RD1.1 - S.20(1)(XXX) Zone	Compliance and/or Relief Requested with Justification
Rear Yard Depth – minimum	7.50 m	14.0 m	Complies
Side Yard Width – minimum	1.20 m	North side – 1.52 m South side – 1.52 m	Complies
Gross Floor Area – Main Building – maximum	400 m2	408.7 m2 (say 410 m2)	Relief requested. An increase of 10 m2 is required. Relief is considered minor. Relief will allow each unit to be 15.748 m (51'-8") x 15.24 (50'-0") in size.
Parking Requirements Table 24.20.5.1 - minimum	Semi-detached - 1 for each dwelling unit = 2 **TOTAL = 2**	2 (1 each lot)	Complies

Therefore, the proposed development will comply with the purpose and intent of the ZBL.

Further, the proposed development will comply with all zone provisions set out in the RD1.1 Zone, with the exception of the following relief being requested.:

1. *Increase the maximum gross floor area for the main building from 400 m2 to 410 m2.*

6.0 SUMMARY AND CONCLUSION

6.1 Summary

6.1.1 Site Suitability

The Site is ideally suited for residential development for the following reasons:

- The land area is sufficient to accommodate the proposed development,
- The Site is generally level,
- The Site will be able to accommodate municipal water, storm and sewer,
- There are no anticipated traffic or parking concerns,
- There are no noise concerns, and
- The location of the proposed development is appropriate.

6.1.2 Compatibility of Design

The proposed development will be limited to a 2 storey, low profile building, which is a compatible density for the Site and with the surrounding area.

The proposed residential use will provide a new housing choice in an existing built-up area.

The Site is capable of accommodating the proposed development in terms of scale, massing, height, and siting.

6.1.3 Good Planning

The proposal represents good planning as it addresses the need for the development of a parcel of land, which contributes to affordability and intensification requirements.

Residential use on the Site represents an efficient development pattern that optimizes the use of land.

6.1.4 Environment Impacts

The proposal does not have any negative impact on the natural environment.

6.1.5 Municipal Services Impacts

There will be no negative impacts on the municipal system as the proposed use will not add to the capacity in a significant way.

6.1.6 Social, Cultural, and Economic Conditions

The proposed development does not negatively affect the social environment as the Site is in close proximity to major transportation corridors and nearby amenities.

Infilling in an existing built-up area of the City contributes toward the goal of 'live, work and play' where citizens share a strong sense of belonging and a collective pride of place.

The proposal does not cause any public health and safety concerns.

The proposal represents a cost-effective development pattern that minimizes land consumption and servicing costs.

There will be no urban sprawl as the proposed development is within the existing settlement area and is an ideal infilling opportunity.

There are no cultural heritage resources that impact the Site.

6.2 Conclusion

In summary, it would be appropriate for the City of Windsor to approve the ZBA application to permit the proposed development on the Site.

This scoped PRR has shown that the proposed development is consistent with the PPS, conforms with the intent and purpose of the OP and ZBL and represents good planning.

Planner's Certificate:

I hereby certify that this report was prepared by Tracey Pillon-Abbs, a Registered Professional Planner, within the meaning of the Ontario Professional Planners Institute Act, 1994.

Tracey Pillon-Abbs, RPP
Principal Planner



THE CITY OF WINDSOR ONTARIO, CANADA

Council Report: S 100/2025

Subject: ZBA Application for 0 Salter Avenue, Z-009/25 [ZNG-7298], Ward 3

Reference:

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

Planning & Building Services
Report Date: July 25, 2025
Clerk's File #: ZB/15012

To: Mayor and Members of City Council

Recommendation:

I. THAT Zoning By-law 8600 **BE AMENDED** by adding the following zoning exception to Section 91.10:

6. WEST SIDE OF SALTER AVENUE, NORTH OF UNIVERSITY AVENUE WEST

For the lands comprising Lots 7 & 8, Plan 380 (PIN 01196-0469), a *Multiple Dwelling* shall be subject to the following additional provisions:

a) *Front Yard* Depth: *minimum* 5.50 m

b) *Side Yard* Width: *minimum* 1.80 m

c) *Dwelling Units*: *maximum* 8

d) Notwithstanding clause .6 of Table 25.5.20.1, the *minimum* separation of a *parking area* from a *building* wall containing a *habitable room window* or containing both a main pedestrian entrance and a *habitable room window* facing the *parking area* where the *building* is located on the same *lot* as the *parking area* shall be 3.75 m.

[ZDM 3; ZNG/7298]

II. THAT Zoning By-law 8600 **BE FURTHER AMENDED** by changing the zoning of Lots 7 & 8, Plan 380 (PIN 01196-0469), situated on the west side of Salter Avenue, north of University Avenue West, from RD2.2 to RD3.1x(6).

Executive Summary:

N/A

Background:

Application Information:

Location:	0 Salter Avenue (Lots 7 & 8, Plan 380; Roll No. 040-110-08154; PIN No. 01196-0469 LT)
Ward:	3
Planning District:	River West
Zoning District Map:	3
Owner:	Sterling Ridge Residential Inc. (Alawi Altahhan)
Applicant:	Same as Owner
Authorized Agent:	HRK Realty Services Ltd. (Hal Kersey)

Proposal:

The applicant is requesting an amendment to Zoning By-law 8600 to change the zoning for the lands located on the west side of Salter Avenue north of University Avenue West, known municipally as 0 Salter Avenue (the "Subject Property"), to allow for the construction of a two (2) storey, eight (8) unit Multiple Dwelling with a ten (10) space parking area at the rear of the Multiple Dwelling building having access off the alley, as attached in Appendix A.

The applicant's original proposal at the time of their Zoning By-law Amendment submission included a front yard parking area accessed off Salter Avenue with the Multiple Dwelling pushed back behind the parking. The Planning Department found the site layout to be nonconforming with applicable Streetscape policies under the Urban Design chapter of the Official Plan (i.e. parking areas in the front yard of low profile housing are discouraged).

The applicant subsequently submitted a revised Conceptual Site Plan, attached as Appendix A, addressing all of the Planning Department's concerns with the original submission. The revised Conceptual Site Plan also resolved the non-compliances identified under the requested site-specific provision.

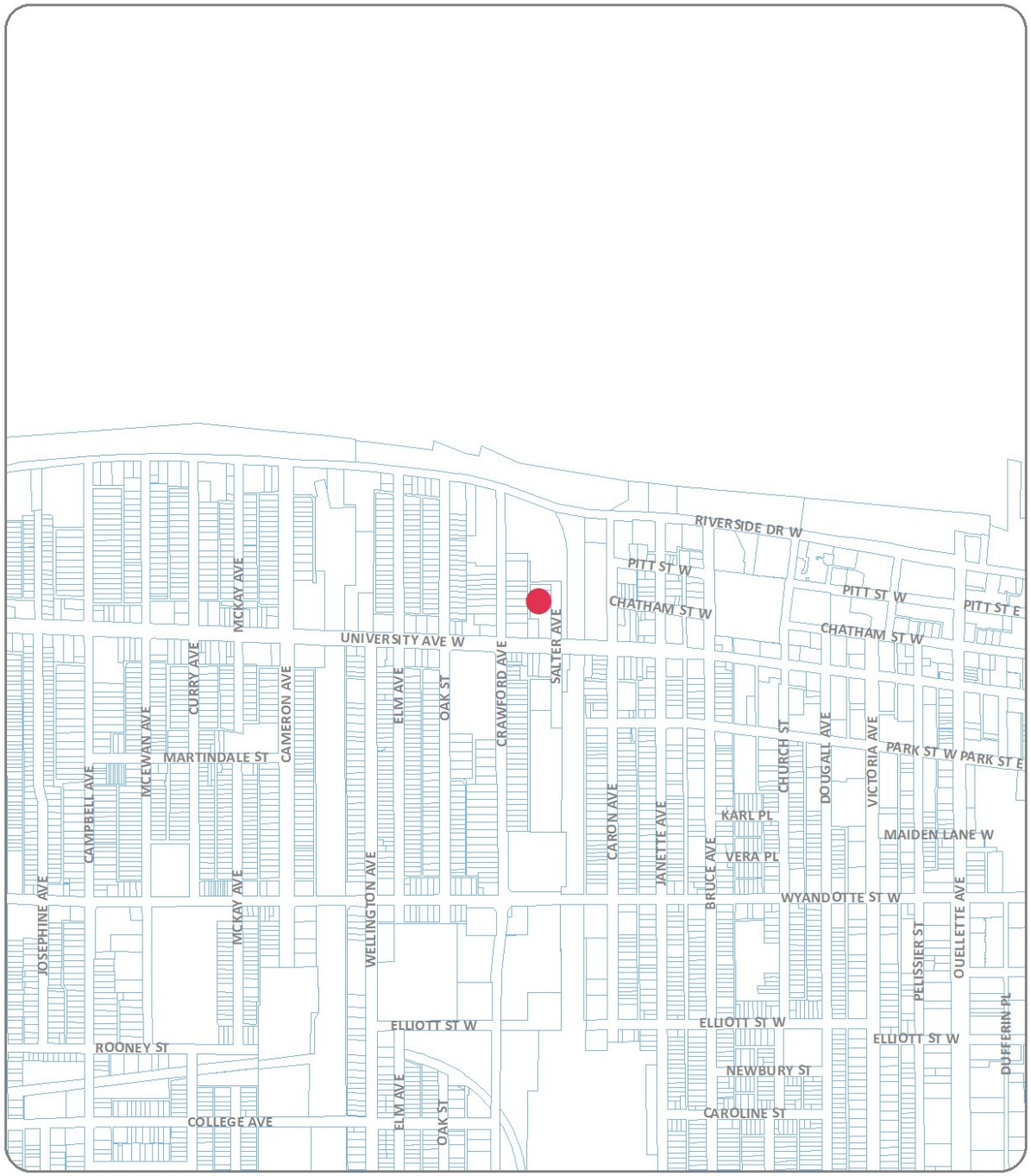
Submitted Information: Conceptual Site Plan (See Appendix A), Deed, Parking Study (See Appendix G), Planning Rationale Report (See Appendix H), Stage 1 Archaeological Background Study and Stage 2 Archaeological Property Assessment (See Appendix I), Stormwater Management Report (See Appendix J) and Zoning By-law Amendment Application Form.

Site Information:

Official Plan	Zoning	Current Use	Previous Use
Residential	Residential District 2.2 (RD2.2)	Parking Area (Lot 7, Plan 380) Vacant Land (Lot 8, Plan 380)	Single Unit Dwellings (Lot 7, Plan 380) (Demolished between 1983 and 1987) (Lot 8, Plan 380) (Demolished in 1994)
Lot Width	**Lot Depth**	**Lot Area**	**Lot Shape**
23.8 m	42.8 m	1,018.6 m^2	Rectangular
All measurements are based on Registered Plan of Subdivision No. 380			

The south half of the Subject Property (Lot 7, Plan 380) contains a parking area serving the abutting business offices at 800 University Avenue West. The north half of the Subject Property (Lot 8, Plan 380) is maintained as landscaped open space consisting of manicured lawn with mature trees and shrubs.

The parking arrangement between the owner of the Subject Property and the abutting property is a civil matter. Notwithstanding, it should be noted that the removal will not result in 800 University Avenue West being non-compliant with the parking requirements of Zoning By-law 8600.



KEY MAP - Z-009/25, ZNG/7298

SUBJECT LANDS



PART OF ZONING DISTRICT MAP 3

N.T.S.

REQUESTED ZONING AMENDMENT

Applicant: Sterling Ridge Residential Inc.

SUBJECT LANDS

PLANNING & BUILDING DEPARTMENT

DATE : MAY, 2025
FILE NO. : Z-009/25, ZNG/7298



NEIGHBOURHOOD MAP - Z-009/25, ZNG/7298

SUBJECT LANDS

Neighbourhood Characteristics:

The Subject Property is located on the eastern side of the River West neighbourhood. The River West neighbourhood constitutes the area north of Tecumseh Road West, east of Huron Church Road, south of the Detroit River and west of the Canadian Pacific Railway corridor (north of Wyandotte Street West and south of Erie Street West) and Janette Avenue (between Wyandotte Street West and Erie Street West).

Surrounding Land Uses:

North:

- Devonshire Retirement Residences
- Former Canadian Broadcasting Corporation (CBC) station
- Legacy Park
- Low density residential

East:

- Former Canadian Pacific Railway corridor
- Municipal Parking Lot 23

South:

- Business offices
- Gas station
- Low density residential
- Medium density residential
- Retail store
- Take-out restaurant
- Warehouse

West:

- Low density residential

Municipal Infrastructure:

- Salter Avenue is classified as a local road, which has a two-lane cross section with curbs and gutters on both sides, and streetlights on the east side and a sidewalk on the west side.
- Combined sewer and watermain are located within the Salter Avenue right-of-way.

Discussion:

The Provincial Planning Statement, 2024 (PPS) provides policy direction on matters of provincial interest related to land use planning and development and sets the policy foundation for regulating the development and use of land province-wide, helping achieve the provincial goal of meeting the needs of a fast-growing province while enhancing the quality of life for all Ontarians.

The following policies of the PPS are considered relevant in discussing provincial interests related to this amendment:

Chapter 2: Building Homes, Sustaining Strong and Competitive Communities

2.1 Planning for People and Homes

Policy 2.1.6 states:

Planning authorities should support the achievement of complete communities by:

a) accommodating an appropriate range and mix of land uses, housing options, transportation options with multimodal access, employment, public service facilities and other institutional uses (including schools and associated child care facilities, longterm care facilities, places of worship and cemeteries), recreation, parks and open space, and other uses to meet long-term needs;

a. This amendment will allow for the construction of a multiple dwelling, further diversifying the range and mix of housing options available in the River West neighbourhood.

b) improving accessibility for people of all ages and abilities by addressing land use barriers which restrict their full participation in society; and

a. Compliance with the Barrier-Free Design requirements of the *Ontario Building Code* and accessibility requirements under *Ontario Regulation 191/11 Integrated Accessibility Standards* to the *Accessibility for Ontarians with Disabilities Act, 2005* will be addressed through the Building Permit application process.

c) improving social equity and overall quality of life for people of all ages, abilities, and incomes, including equity-deserving groups.

a. This amendment will allow for another housing option for individuals who wish to live or remain within the River West neighbourhood.

2.2 Housing

Policy 2.2.1 states:

Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected needs of current and future residents of the regional market area by:

c) *promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation; and*

a. This amendment will allow for the redevelopment of the Subject Property at a higher density (intensification), optimizing existing municipal infrastructure and public service facilities, and avoiding unnecessary land consumption.

i. The Subject Property is serviced by municipal combined sanitary/storm sewer, electrical and water services.
ii. There are community centres, a public library and schools within proximity to the Subject Property.
iii. The former Canadian Pacific Railway corridor is identified as a Recreationway on Schedule B: Greenway System to the Official Plan.
iv. Crawford Avenue is identified as a Proposed Recreationway on Schedule B: Greenway System to the Official Plan.

d) *requiring transit-supportive development and prioritizing intensification, including potential air rights development, in proximity to transit, including corridors and stations.*

a. This amendment will allow for the redevelopment of the Subject Property at a higher density (intensification).
b. This factor, in conjunction with the Subject Property being within walking distance of eastbound and westbound transit stops for the Transway 1C bus route on University Avenue West constitutes a transit-supportive development.

i. 400.0 metres is typically used as an acceptable walking distance to a transit stop.
ii. This is reflected within Transit Windsor's 2019 Transit Master Plan and the City of Windsor's Active Transportation Master Plan.

Chapter 4: Wise Use and Management of Resources

4.6 Cultural Heritage and Archaeology

Policy 4.6.2 states:

Planning authorities shall not permit development and site alteration on lands containing

archaeological resources or areas of archaeological potential unless the significant archaeological resources have been conserved.

a) A Stage 1 Archaeological Background Study and Stage 2 Archaeological Property Assessment ("Archaeological Assessment") were completed for the Subject Property and entered into the Ontario Public Register of Archaeological Reports with the Ministry of Citizenship and Multiculturalism.
b) The Archaeological Assessment has been deemed acceptable by Heritage Planning.

One or more of the responses provided to the policies of PPS Chapter 2 and/or the Official Plan referenced herein also speak to the following relevant PPS Policies:

Chapter 2: Building Homes, Sustaining Strong and Competitive Communities	
2.2 Housing	
Policy 2.2.1 - *Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected needs of current and future residents of the regional market area by:*	**Sub Policy b)** *permitting and facilitating:* ***2.*** *all types of residential intensification, including the… development and introduction of new housing options within previously developed areas, and redevelopment, which results in a net increase in residential units in* *accordance with policy 2.3.1.3;*
2.3 Settlement Areas and Settlement Area Boundary Expansions	
2.3.1 General Policies for Settlement Areas	
Policy 2.3.1.1 - *Settlement areas shall be the focus of growth and development. Within settlement areas, growth should be focused in, where applicable, strategic growth areas, including major transit station areas.*	
Policy 2.3.1.2 - *Land use patterns within settlement areas should be based on densities and a mix of land uses which:*	**Sub Policies a)** *efficiently use land and resources*, **b)** *optimize existing and planned infrastructure and public service facilities*, **c)** *support active transportation*, **d)** *are transit-supportive, as appropriate*
Policy 2.3.1.3 - *Planning authorities shall support general intensification*	

and redevelopment to support the achievement of complete communities, including by planning for a range and mix of housing options…	
2.9 Energy Conservation, Air Quality and Climate Change	
Policy 2.9.1 - *Planning authorities shall plan to reduce greenhouse gas emissions and prepare for the impacts of a changing climate through approaches that:*	**Sub Policy a)** *support the achievement of compact, transit-supportive, and complete communities*
Chapter 3: Infrastructure and Facilities	
3.6 Sewage, Water and Stormwater	
Policy 3.6.2 - *Municipal sewage services and municipal water services are the preferred form of servicing for settlement areas to support protection of the environment and minimize potential risks to human health and safety. For clarity, municipal sewage services and municipal water services include both centralized servicing systems and decentralized servicing systems*	

Official Plan

Relevant excerpts from Volume I of the Official Plan are attached as Appendix C. The following policies from these excerpts are considered relevant in discussing this amendment's conformity with the Official Plan.

Table 1 - Volume I Schedules

Schedule	Designation
Schedule A - Planning Districts & Policy Areas	River West
Schedule A-1 - Special Policy Areas	N/A
Schedule B - Greenway System	Recreationway (between Salter Avenue and Caron Avenue)
Schedule C - Development Constraints	N/A
Schedule C-1 - Archaeological Potential	Archaeological Potential Zone
Schedule D - Land Use	Residential

Schedule E - City Centre Planning District	N/A
Schedule F - Roads & Bikeways	N/A
Schedule F-1 - Railways	300 metres of Rail Corridor (Canadian Pacific Railway)
Schedule G - Civic Image	N/A
Schedule H - Baseplan Development Phasing	N/A
Schedule J - Urban Structure Plan	Growth Centre
Schedule K - Source Water Protection Areas	N/A

Volume I

Chapter 3 - Development Strategy

This amendment complies with the following applicable key policy direction for managing growth consistent with the Vision of the City of Windsor Community Strategic Plan.

3.2 - Growth Concept

3.2.1 - Safe, Caring and Diverse Communities

Encouraging a range of housing types will ensure that people have an opportunity to live in their neighbourhoods as they pass through the various stages of their lives. Residents will have a voice in how this new housing fits within their neighbourhood. As the city grows, more housing opportunities will mean less sprawl onto agricultural and natural lands (Policy 3.2.1.2).

Chapter 6 - Land Use:

6.1 Goals

This amendment complies with the following applicable land use goals:

- *Safe, caring and diverse neighbourhoods.* (Goal 6.1.1)
- *Housing suited to the needs of Windsor's residents.* (Goal 6.1.3)
- *To direct residential intensification to those areas of the City where transportation, municipal services, community facilities and goods and services are readily available.* (Goal 6.1.14)

6.3 Residential

6.3.1 Objectives

The amendment complies with the following applicable Residential land use objectives:

- *To support a complementary range of housing forms and tenures in all neighbourhoods.* (Objective 6.3.1.1)
- *To promote compact neighbourhoods which encourage a balanced transportation system.* (Objective 6.3.1.2)

6.3.2 Policies

Permitted Uses

Uses permitted in the Residential land use designation identified on Schedule D: Land Use include Low Profile, and Medium Profile dwelling units. (Policy 6.3.2.1)

- A two (2) storey, eight (8) unit Multiple Dwelling is classified as a Low-Profile dwelling.

Types of Low-Profile Housing

For the purposes of this Plan, Low Profile housing development is further classified as follows: (Policy 6.3.2.3)

- *(a) small scale forms: single detached, semi-detached, duplex and row and multiplexes with up to 8 units; and*
- *(b) large scale forms: buildings with more than 8 units.*

Locational Criteria

Residential intensification shall be directed to the Mixed-Use Nodes and areas in proximity to those Nodes. Within these areas Medium Profile buildings, up to four (4) storeys in height shall be permitted. These taller buildings shall be designed to provide a transition in height and massing from low-profile areas.

New residential development and intensification shall be located where: (Policy 6.3.2.4)

- *(a) There is access to a collector or arterial road;*
    - The subject property is located within approximately 55.0 metres of University Avenue West, a Class II Arterial Road.
- *(b) Full municipal physical services can be provided;*
    - Refer to the response provided to PPS Policy 2.2.1.c) herein.
- *(c) Adequate community services and open spaces are available or are planned; and*
    - Refer to the response provided to PPS Policy 2.2.1.c) and the Surrounding Land Uses section herein.
- *(d) Public transportation service can be provided.*

- Refer to the response provided to PPS Policy 2.2.1.d) herein.

Evaluation Criteria for a Neighbourhood Development Pattern

At the time of submission, the proponent shall demonstrate to the satisfaction of the Municipality that a proposed residential development within an area having a Neighbourhood development pattern is: (Policy 6.3.2.5)

- *(a) feasible having regard to the other provisions of this Plan, provincial legislation, policies and appropriate guidelines and support studies for uses:*
    - *(iv) where traffic generation and distribution is a provincial or municipal concern; and*
        - The Transportation Planning Department, through their comments to this application, did not identify any concerns with traffic generation and distribution associated with this amendment.
- *(c) In existing neighbourhoods, compatible with the surrounding area in terms of scale, massing, height, siting, orientation, setbacks, parking and amenity areas.*
    - This amendment will allow for a development that is compatible with the established built environment found within the block and surrounding neighbourhood.
- *(d) provided with adequate off-street parking; and*
    - The proposed development will accommodate the required number of parking spaces onsite.
- *(e) capable of being provided with full municipal physical services and emergency services; and*
    - Refer to the response provided to PPS Policy 2.2.1.c) herein for details on the municipal physical services available to the subject property.
    - The subject property is served by Essex-Windsor EMS, Windsor Fire & Rescue Services (Fire Hall No. 4) & Windsor Police Service.

Chapter 9 - Heritage Conservation:

9.3 Policies

9.3.7 Heritage Resources and Planning Initiatives

Archaeological Assessment

Council will integrate heritage conservation into the development and infrastructure approval process by: (Policy 9.3.7.1)

- *(a) An archaeological assessment is required as part of a complete application for all development or site alteration application, including municipal projects, if it*

is determined using the archaeological management plan potential mapping that any part of a potential development area possesses archaeological potential or known archaeological resources as set out in Schedule C-1 Archaeological Potential…

- Refer to the response provided to PPS Policy 4.6.2. herein.

Chapter 11 - Tools:

Land use compatibility throughout Windsor is an implementation goal to be achieved when administering a planning tool under this Chapter. Compatibility between land uses is also an objective of the Zoning By-law Amendment planning tool (Policy 11.6.1.2).

- Land use compatibility was considered as part of the evaluation of the applicable Official Plan and PPS policies referenced herein.

Policy 11.6.3.3 states:

- *When considering applications for Zoning By-law amendments, Council shall consider the policies of this Plan and will, without limiting the generality of the foregoing, consider such matters as the following:*
  - *(a) The relevant evaluation criteria contained in the Land Use Chapter of this Plan, Volume II: Secondary Plans & Special Policy Areas and other relevant standards and guidelines;*
  - *(b) Relevant support studies;*
  - *(c) The comments and recommendations from municipal staff and circularized agencies;*
  - *(d) Relevant provincial legislation, policies and appropriate guidelines; and*
  - *(e) The ramifications of the decision on the use of adjacent or similar lands.*
    - This amendment is not anticipated to have any ramifications on the use of adjacent or similar lands.

The aforesaid matters were considered as part of the evaluation of the applicable Official Plan and PPS policies referenced herein.

Zoning By-Law

Relevant excerpts from Zoning By-law 8600 are *attached* as Appendix D.

The subject property is within a RD2.2 zone of Zoning By-law 8600, which does not permit a Multiple Dwelling use with more than four (4) dwelling units.

The applicant is requesting an amendment to Zoning By-law 8600 to change the zoning to a site-specific RD3.2 zone to allow for the construction of a two (2) storey, eight (8) unit Multiple Dwelling with a ten (10) space rear parking area having access off the alley.

The revised Conceptual Site Plan resolved the non-compliances identified under the requested site-specific provision.

The applicant has submitted a Planning Rationale Report (PRR) in support of the requested amendment. The PRR has been considered and is supported in part.

The Planning Department supports the amendment to allow a Multiple Dwelling containing a maximum of eight (8) dwelling units.

The Planning Department does not support the requested RD3.2 zoning district as it is intended for higher density, larger scale residential developments on properties having a minimum lot frontage of 30.0 metres.

The Planning Department is alternatively recommending a Residential District 3.1 (RD3.1) zone in conjunction with the following recommended site-specific provisions:

- Reduction in minimum front yard depth from 6.0 metres to 5.5 metres
    - This allows the Multiple Dwelling to be built in line with the main wall of the Single Unit Dwelling at 241 Salter Avenue, as suggested by the Planning Department.
- Reduction in minimum parking area separation from a building wall containing a habitable room window from 4.50 metres to 3.75 metres for any portion of a parking area occupied by an access aisle or a parking aisle.
    - This allows for a bump out at the east end of the parking area for vehicles backing out of the easterly two spaces
    - This also accommodates the access aisle for the Type A Accessible Parking Space.
        - This consequently allows for the required ten (10) parking spaces to be provided onsite.
- Reduction in the minimum side yard width where a habitable room window of any dwelling unit faces a side lot line from 6.00 metres to 1.80 metres.
    - The extent of the massing and scale of a Multiple Dwelling that can be achieved under the recommended site-specific RD3.1 zoning district is smaller than that which can be achieved under the RD2.2 zoning district.
        - The RD2.2 zoning district permits a greater maximum lot coverage for a Multiple Dwelling.

No other zoning deficiencies have been identified or supported.

Recommending a more suitable zoning district is typically discussed as part of the review of the Planning Rationale Report during the Planning Consultation Stage 2 Application. The applicant elected to skip the Stage 2 Application, which is why the

recommendations of this report differ from what was requested in the Zoning By-law Amendment Application.

A draft amending by-law is attached as Appendix F. Subsection 24 (1) of the *Planning Act*, R.S.O. 1990, c. P.13., prohibits a by-law from being passed that does not conform with the Official Plan. As discussed through the Official Plan section herein, the proposed amendment conforms to the applicable policies of the Official Plan.

Risk Analysis:

N/A

Climate Change Risks

Climate Change Mitigation:

The proposed dwelling units implement *Environmental Master Plan* Objective C1: Encourage in-fill and higher density in existing built areas. Intensification minimizes the impact on the community greenhouse gas emissions. Development within existing communities and neighbourhoods while using currently available infrastructure such as sewers, sidewalks, and public transit helps to mitigate development impact. Situating development in areas with access to active transportation and transit increases the likelihood of residents utilizing various non-vehicular means of utilitarian transportation which collectively reduces the amount of greenhouse gas emissions within the City of Windsor.

Climate Change Adaptation:

The new building 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:

N/A

Consultations:

Comments received from City Departments, external agencies and members of the public on this application were taken into consideration when preparing this report. A record of the comments is included as Appendix E herein.

There are no objections to the proposed amendment.

The applicant hosted an in-person public open house on March 22, 2025, at the Quality Inn & Suites Downtown. Notice of the open house was issued to owners of properties within 200.0 metres of the Subject Property. The open house was attended by six (6) residents.

Section 9.0 of the PRR: Supporting Study Findings: Open House states that *"the owner of 241 Salter Avenue expressed concern regarding potential privacy invasion where the owners advised that balconies are oriented to the east and west thus providing minimal views onto the neighbouring properties. The parties agreed that windows facing the adjacent property is unavoidable as they are required to facilitate habitable rooms within the proposed dwelling units."*

The RD2.2 zoning does not prohibit a dwelling from having balconies or habitable room windows from facing the side lot lines. The RD2.2 zoning has a smaller minimum side yard setback from that being proposed. The RD3.1 zoning permits one (1) additional metre in maximum main building height.

No other correspondence has been received from neighbouring businesses, property owners or residents as of the time of writing this report.

Comments received were taken into consideration when preparing this report.

Public Notice: Statutory notice was advertised in the Windsor Star, a local daily newspaper. A courtesy notice was mailed to property owners and residents within 200 metres of the subject property.

Conclusion:

The *Planning Act* requires that a decision of Council in respect of the exercise of any authority that affects a planning matter, "shall be consistent with the" *Provincial Planning Statement 2024*. The recommended zoning amendment has been evaluated for consistency with the *Provincial Planning Statement 2024* and conformity with the policies of the City of Windsor Official Plan.

The recommended Zoning By-law amendment is consistent with the PPS, conforms with the policy direction of the City of Windsor Official Plan, is compatible with existing and permitted uses in the surrounding neighbourhood and constitutes good planning.

Planning Act Matters:

Brian Nagata

BRIAN NAGATA REGISTERED PROFESSIONAL PLANNER R.P.P.

Brian Nagata, MCIP, RPP
Planner III - Development (A)

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 Professional Planner and have reviewed as a Corporate Team Leader

JP RM

Approvals:

Name	Title
Brian Nagata	Planner III - Development (A)
Greg Atkinson	Deputy City Planner - Development
Neil Robertson	City Planner
Aaron Farough	Senior Legal Counsel
Jelena Payne	Deputy CAO/Commissioner, Economic Development
Ray Mensour	Chief Administration Officer

Notifications:

Name	Address	Email

Appendices:

1 Appendix A - Conceptual Site Plan
2 Appendix B - Site Images
3 Appendix C - Excerpts from Official Plan
4 Appendix D - Excerpts from Zoning By-law 8600
5 Appendix E - Consultations
6 Appendix F - Draft Amending By-law
7 Appendix G - Parking Study
8 Appendix H - Planning Rationale Report
9 Appendix I - Stage 1 & 2 Archaeological Assessment
10 Appendix J - Stormwater Management Report

ZONING CHART - ZONING BY-LAW 8600					
No.	**DESCRIPTION**	**REQUIRED**	**PROVIDED**	**BY-LAW REF.**	**ADDITIONAL NOTES**
1.	ZONING CLASSIFICATION	RD3.2	RD3.2	12.2	
2.	PERMITTED USE	MULTIPLE DWELLING	MULTIPLE DWELLING	12.2.1	
3.	MINIMUM LOT AREA	540m² + (85m² x 4 Units)= 880.0m² a) For the first 4 dwelling units = 540m² b) For each 15 dwelling units = 85m²/unit	998.0 m²	12.2.5.2	
4.	MINIMUM LOT FRONTAGE	30.0 m	23.3 m	12.2.5.1	EXISTING FRONTAGE OF 2 LOTS
5.	SETBACK - FRONT YARD	N/A	5.5m	N/A	NOT REQUIRED IN ZONING REG.
6.	SETBACK - SIDE YARD	N/A	1.8m	N/A	NOT REQUIRED IN ZONING REG.
7.	SETBACK - REAR YARD	N/A	18.96m	N/A	NOT REQUIRED IN ZONING REG.
8.	LOT COVERAGE	35% (Max.)	33.1%	12.2.5.3	
9.	LANDSCAPED OPEN SPACE YARD	35% (Min.)	40.3%	12.2.5.8	
10.	BUILDING HEIGHT	18.0 m	7.96m	12.2.5.4	THE VERTICAL DISTANCE BETWEEN THE GRADE AND THE MIDPOINT BETWEEN THE LOWEST EAVE AND THE HIGHEST POINT OF THE ROOF
11.	DWELLING UNIT DENSITY	150 UNITS/Ha = 15 UNITS Max	8 UNITS	12.2.5.13	
12.	B.F. PARKING SPACE - SIZE	MIN. WIDTH 3.5m (11.5ft) (TYPE 'A') MIN. LENGTH 5.5m (18.0ft)	MIN. WIDTH 3.5m (11.5ft) (TYPE 'A') MIN. LENGTH 5.5m (18.0ft)	24.24.10	
13.	B.F. PARKING SPACE - COUNT	1 TYPE 'A'	1 TYPE 'A'	24.24.1	
14.	PARKING SPACE - SIZE	MIN. WIDTH 2.5m (8.2ft) MIN. LENGTH 5.5m (18.0ft)	MIN. WIDTH 2.5m (8.2ft) MIN. LENGTH 5.5m (18.0ft)	24.20.10	
15.	PARKING SPACE - COUNT	Multiple Dwelling containing a min. of 5 dwelling units- 1.25 for each dwelling unit : 8 units x 1.25 = 10	9 + 1 B.F. = 10 parking slots	24.20.5.1	SEE PARKING LOT SUMMARY

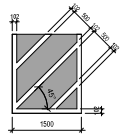
SITE LEGEND

LANDSCAPING (SEE LANDSCAPE DRAWINGS)
CONCRETE SURFACE
BARRIER FREE BUILDING ENTRANCE
ASPHALT SURFACE
NEW BUILDING COVERAGE
BUILDING ENTRANCE
EXISTING BUILDING COVERAGE
PROPERTY LINE
PROPERTY LINE

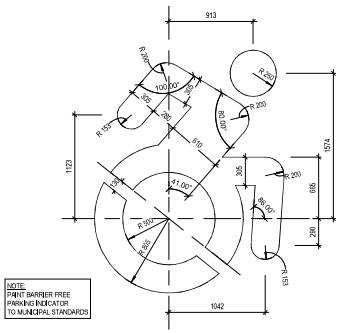
B.F. - "BARRIER FREE PARKING" SIGN
F.R. - "FIRE-ROUTE - NO PARKING" SIGN
D.O.O. - "BUS DROP OFF ZONE" SIGN
S.S. - "STOP" SIGN

REFER TO PLAN FOR LOCATION OF ALL SIGNAGE (REVIEW w/ ARCHITECT PRIOR TO FINAL PLACEMENT)

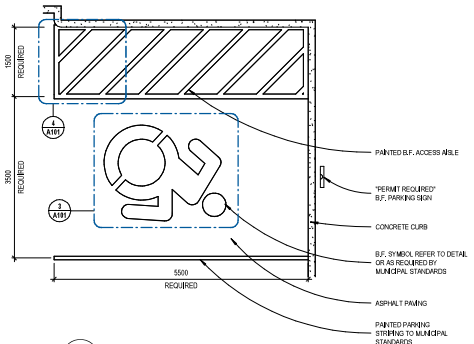
NOTES:
1. REFER TO CIVIL DRAWINGS FOR ALL PAVEMENT MATERIAL PROFILES AND BASE MATERIALS
2. REFER TO LANDSCAPE PLAN FOR LANDSCAPE INFORMATION.
3. REFER TO CIVIL DRAWINGS FOR ALL PROPOSED GRADES.
4. ALL CONCRETE APRONS AT EXTERIOR DOOR OPENINGS TO MEET FLUSH (BARRIER FREE).
5. PROVIDE BARRIER FREE CURB DROPS WHERE SIDEWALKS MEET ASPHALT PAVEMENT.



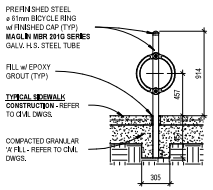
4 / A101 **TYP. DIAGONAL LINE MARKINGS**
SCALE: 1 : 50



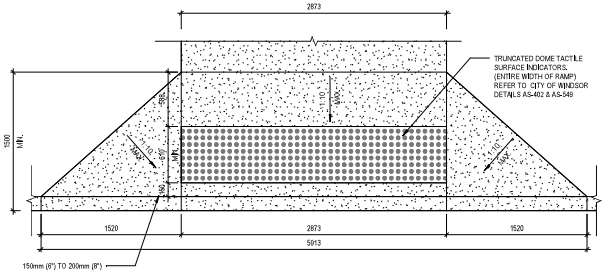
3 / A101 **TYP. BARRIER FREE PARKING DESIGNATION**
SCALE: 1 : 25



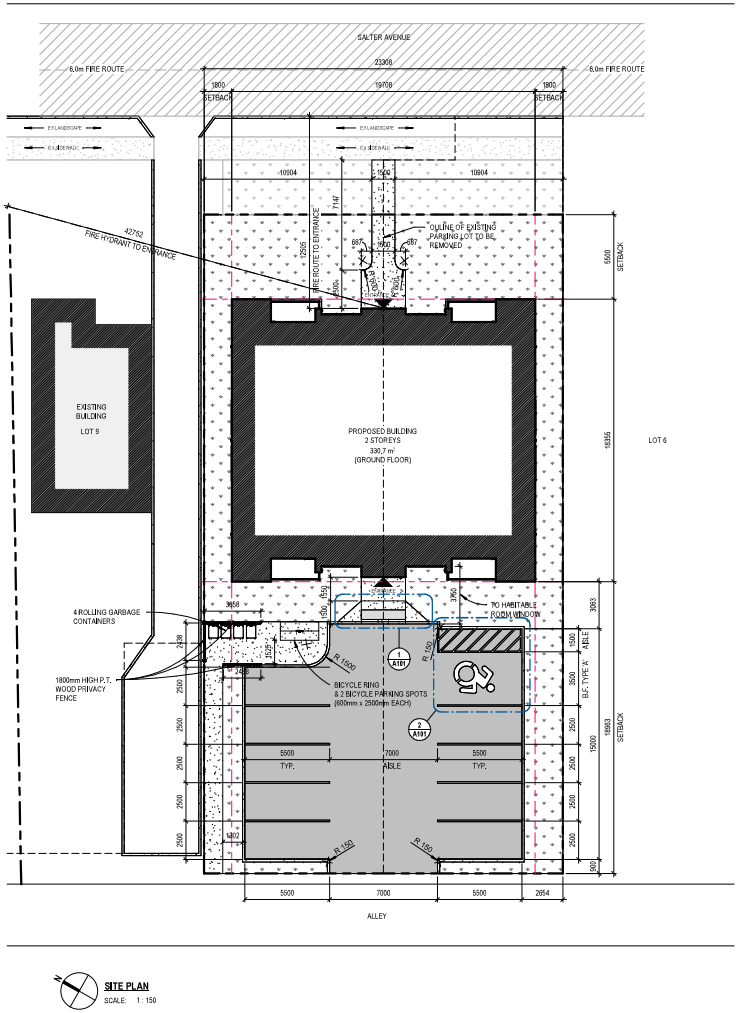
2 / A101 **TYP. BARRIER FREE PARKING WITH ACCESS AISLE**
SCALE: 1 : 50



5 **TYP. BICYCLE RING DETAIL**
SCALE: 1 : 25



1 / A101 **TYP. PLAN DETAIL AT SIDEWALK DROP CURB RAMP**
SCALE: 1 : 25



SITE PLAN
SCALE: 1 : 150

architectura a+e
180 Ouellette Street West
Windsor, ON N9A 1B6
519.256.1800

This drawing is not to be used for construction unless it is countersigned by the Project Architect

Issued For (YYYY.MM.DD)
Issued for Stage 2 Pre-Submission 2024.11.26

Revision Schedule
No. | Description | Date

SHEET NAME
ARCHITECTURAL SITE PLAN

Sterling Ridge Residential Inc
0 SALTER AVENUE
0 SALTER AVE, WINDSOR, ONTARIO

Drawn By: AJ | Checked By: AJ
Project No: 2527
Sheet No: **A101**

C:\Users\antA\Documents_REVIT - LOCAL FILES\2527 - Salter Ave - Residential - 0 units\2527 ARCH_antA%25M.rvt
8/8/2025 9:46:22 AM
PRELIMINARY SHEET IS NOT FOR USE. IT IS RECOMMENDED THAT ANY REPRODUCTION, ELECTRONIC OR OTHERWISE BE TO THE SAME SHEET SIZE TO ENSURE THE ACCURACY OF DRAWING SCALES DEPICTED ON THE SHEET. THE DRAWING IS NOT TO BE SCALED - USE FIGURED DIMENSIONS ONLY.
THE INFORMATION INCLUDED IN THIS ELECTRONIC DRAWING FILE IS PROTECTED BY COPYRIGHT. UNAUTHORIZED USE OF THIS FILE WITHOUT THE WRITTEN PERMISSION OF ARCHITECTURA INC. ARCHITECTS IS PROHIBITED. ARCHITECTURA INC. ARCHITECTS IS RESPONSIBLE ONLY FOR INFORMATION SHOWN ON A MECHANICAL REPRODUCTION OF THIS DRAWING FILE THAT HAS BEEN SIGNED AND SEALED BY A REGISTERED ARCHITECT EMPLOYED BY THE FIRM.

APPENDIX "B"
Site Photos

(Google Street View - December 2020)



Figure 1 - Looking west towards subject property from Salter Avenue (241 Salter Avenue on right)

APPENDIX "C"
Excerpts from Official Plan Volume I

3. Development Strategy

3.2 Growth Concept

3.2.1 Safe, Caring and Diverse Community

NEIGHBOURHOOD HOUSING VARIETY

3.2.1.2 Encouraging a range of housing types will ensure that people have an opportunity to live in their neighbourhoods as they pass through the various stages of their lives. Residents will have a voice in how this new housing fits within their neighbourhood. As the city grows, more housing opportunities will mean less sprawl onto agricultural and natural lands.

6. Land Use

6.1 Goals

In keeping with the Strategic Directions, Council's land use goals are to achieve:

NEIGHBOURHOODS

6.1.1 Safe, caring and diverse neighbourhoods.

RESIDENTIAL

6.1.3 Housing suited to the needs of Windsor's residents.

RESIDENTIAL INTENSIFICATION

6.1.14 To direct residential intensification to those areas of the City where transportation, municipal services, community and goods and services are readily available. **(added by OPA #159 –APPROVED July 11, 2022, B/L# 100-2022)**

6.3 Residential

6.3.1 Objectives

RANGE OF FORMS & TENURES

6.3.1.1 To support a complementary range of housing forms and tenures in all neighbourhoods.

NEIGHBOURHOODS

6.3.1.2 To promote compact neighbourhoods which encourage a balanced transportation system.

6.3.2 Policies

PERMITTED USES

6.3.2.1 Uses permitted in the Residential land use designation identified on Schedule D: Land Use include Low Profile, and Medium Profile dwelling units.

High Profile Residential Buildings shall be directed to locate in the City Centre, Mixed Use Centres and Mixed Use Corridors. **(Added by OPA #159 – APPROVED July 11, 2022 , B/L# 100-2022)**

TYPES OF LOW PROFILE HOUSING

6.3.2.3 For the purposes of this Plan, Low Profile housing development is further classified as follows:

(a) small scale forms: single detached, semi-detached, duplex and row and multiplexes with up to 8 units; and

(b) large scale forms: buildings with more than 8 units.

LOCATIONAL CRITERIA

6.3.2.4 Residential intensification shall be directed to the Mixed Use Nodes and areas in proximity to those Nodes. Within these areas Medium Profile buildings, up to four (4) storeys in height shall be permitted. These taller buildings shall be designed to provide a transition in height and massing from low-profile areas.

New residential development and intensification shall be located where:

(a) There is access to a collector or arterial road;

(b) Full municipal physical services can be provided;

(c) Adequate community services and open spaces are available or are planned; and

(d) Public transportation service can be provided. **(Added by OPA #159 – APPROVED July 11, 2022, B/L# 100-2022)**

EVALUATION CRITERIA FOR A NEIGHBOURHOOD DEVELOPMENT PATTERN

6.3.2.5 At the time of submission, the proponent shall demonstrate to the satisfaction of the Municipality that a proposed residential development within an area having a Neighbourhood development pattern is:

(a) feasible having regard to the other provisions of this Plan, provincial legislation, policies and appropriate guidelines and support studies for uses:

(iv) where traffic generation and distribution is a provincial or municipal concern; and

(c) In existing neighbourhoods, compatible with the surrounding area in terms of scale, massing, height, siting, orientation, setbacks, parking and amenity areas.

(d) provided with adequate off street parking;

(e) capable of being provided with full municipal physical services and emergency services; and

9 Heritage Conservation

9.3 Policies

9.3.7 Heritage Resources and Planning Initiatives

ARCHAEOLOGICAL ASSESSMENT

9.3.7.1 Council will integrate heritage conservation into the development and infrastructure approval process by:

(a) An archaeological assessment is required as part of a complete application for all development or site alteration application, including municipal projects, if it is determined using the archaeological management plan potential mapping that any part of a potential development area possesses archaeological potential or known archaeological resources as set out in Schedule C-1 Archaeological Potential. Projects involving in-water works may require a marine archaeological assessment if so determined using the Criteria for Evaluating Marine Archaeological Potential checklist published by the Archaeology Program Unit, MCM.

Archaeological assessments shall be undertaken to the appropriate stage of assessment by a consultant archaeologist in compliance with provincial requirements and standards.

All archaeological assessments reports shall be provided to the Archaeology Program Unit, Ministry of Citizenship and Multiculturalism in accordance with the Ontario Heritage Act. The assessment report shall be provided to the City of Windsor for comment to ensure that the scope is adequate and consistent with the conservation objectives of the WAMP. A copy of the Ministry review letter will be provided to the City by the licensed archaeologist who completed the assessment or the proponent. The City will maintain copies of all reports and review letters for information purposes.

Where archaeological resources are documented and found to be Indigenous in origin, a copy of the assessment report shall be provided by the consultant to the appropriate Indigenous communities.

Where Stage 3 or Stage 4 archaeological assessments are undertaken on Indigenous archaeological resources, the consultant archaeologist shall engage with appropriate Indigenous communities in accordance with Ministry Standards and Guidelines for Consultant Archaeologists; **(Added by OPA #181– September 09, 2024– By law 139-2024)**

11. Tools

11.6 Zoning

11.6.1 Objectives

COMPATIBLE USES

11.6.1.2 To ensure compatibility between land uses.

11.6.3 Zoning By-law Amendment Policies

EVALUATION CRITERIA

11.6.3.3 When considering applications for Zoning By-law amendments, Council shall consider the policies of this Plan and will, without limiting the generality of the foregoing, consider such matters as the following:

(a) The relevant evaluation criteria contained in the Land Use Chapter of this Plan, Volume II:

(b) Relevant support studies;

(c) The comments and recommendations from municipal staff and circularized agencies;

(d) Relevant provincial legislation, policies and appropriate guidelines; and

(e) The ramifications of the decision on the use of adjacent or similar lands.

APPENDIX "D"
Excerpts from Zoning By-law 8600

SECTION 11 - RESIDENTIAL DISTRICTS 2. (RD2.)

[ZNG/5270]

(B/L 10358 Jul 16/1990; B/L 11093 Jul 20/1992; B/L 12651 Feb 25/1997, Approved by OMB Order R960323; B/L 169-2001 Jun 1/2001; B/L 33-2001 Oct 23/2001, OMB Decision/Order No. 1716 Case No. PL010233; B/L 370-2001 Nov 15/2001; B/L 363-2002 Dec 31/2002; B/L 142-2006 Aug 24, 2006 ; B/L 114-2016 Sep 19/2016; B/L 164- 2017 Dec 7/2017; B/L 52-2024 Apr 22/2024)

11.2 RESIDENTIAL DISTRICT 2.2 (RD2.2)

11.2.1 PERMITTED USES

One *Double Duplex Dwelling*
One *Duplex Dwelling*
One *Multiple Dwelling* containing a maximum of four *dwelling units*
One *Semi-Detached Dwelling*
One *Single Unit Dwelling*
Townhome Dwelling
Any use accessory to any of the preceding uses

11.2.5 PROVISIONS

.1 Duplex Dwelling

.1	Lot Width – minimum	12.0 m
.2	Lot Area – minimum	360.0 m^2
.3	Lot Coverage – maximum	45.0%
.4	Main Building Height – maximum	9.0 m
.5	Front Yard Depth – minimum	6.0 m
.6	Rear Yard Depth – minimum	7.50 m
.7	Side Yard Width – minimum	1.20 m
.10	Gross Floor Area – Main Building – maximum	400 m^2

.2 Semi-Detached Dwelling

.1	Lot Width – minimum	15.0 m
.2	Lot Area – minimum	450.0 m^2
.3	Lot Coverage – maximum	45.0%
.4	Main Building Height – maximum	9.0 m
.5	Front Yard Depth – minimum	6.0 m
.6	Rear Yard Depth – minimum	7.50 m
.7	Side Yard Width – minimum	1.20 m
.10	Gross Floor Area – Main Building – maximum	400 m^2

.3 Single Unit Dwelling

.1	Lot Width – minimum	9.0 m
.2	Lot Area – minimum	270.0 m^2
.3	Lot Coverage – maximum	45.0%
.4	Main Building Height – maximum	9.0 m
.5	Front Yard Depth – minimum	6.0 m
.6	Rear Yard Depth – minimum	7.50 m
.7	Side Yard Width – minimum	1.20 m
.10	Gross Floor Area – Main Building – maximum	400 m^2

.4 Double Duplex Dwelling or Multiple Dwelling

.1	Lot Width – minimum	18.0 m
.2	Lot Area – minimum	540.0 m^2
.3	Lot Coverage – maximum	45.0%
.4	Main Building Height – maximum	9.0 m

.5	Front Yard Depth – minimum	6.0 m
.6	Rear Yard Depth – minimum	7.50 m
.7	Side Yard Width – minimum	1.20 m

.5 Townhome Dwelling

.1	Lot Width – minimum	20.0 m
.2	Lot Area – per *dwelling unit* – minimum	200.0 m^2
.3	Lot Coverage – maximum	45.0%
.4	Main Building Height – maximum	9.0 m
.5	Front Yard Depth – minimum	6.0 m
.6	Rear Yard Depth – minimum	7.50 m
.7	Side Yard Width – minimum	1.20 m

(B/L 101-2022 Jul 11/2022; B/L 52-2024 Apr 22/2024)

SECTION 12 - RESIDENTIAL DISTRICTS 3. (RD3.)

(B/L 9057, Jul 7/1987; B/L 9100, Aug 17/1987; B/L 9545, OMB. Order R880673, Apr 20/1990 Amended Jan 8/1991; B/L 11093, Jul 20/1992; OMB Order R940355 Oct 3/1995; B/L 11876, OMB Order R940356 Sep 11/1995; B/L 13079, Oct 3/1997; B/L 162-1998, Jun 24/1998; B/L 211-1999, Aug 31/1999; B/L 33-2001, Oct 23/2001, OMB Decision/Order No. 1716 Case No. PL010233;B/L 443-2001, Jan 2/2002; B/L 363-2002, Dec 31/2002; B/L 23-2004, Feb 19/2004; B/L 401-2004, Jan 7/2005; B/L 90-2009, Jul 27/2009; B/L 113-2009, Aug 11/2009; B/L 129-2012, Oct 2/2012; B/L 31-2013, Mar 28/2013) [ZNG/2930; ZNG/5270] B/L 164-2017, Dec. 7/2017; B/L 95-2019, Sept. 27/2019

12.1 RESIDENTIAL DISTRICT 3.1 (RD3.1)

12.1.1 PERMITTED USES

Double Duplex Dwelling
Duplex Dwelling
Lodging House
Multiple Dwelling
Religious Residence
Residential Care Facility
Semi-Detached Dwelling
Single Unit Dwelling (*Existing*)
Townhome Dwelling
Any use accessory to any of the preceding uses

12.1.5 PROVISIONS

.1	Lot Frontage – minimum	18.0 m
.2	Lot Area – minimum	
	For a *corner lot* having a minimum frontage of 30.0 m on each of the *exterior lot lines*:	
	a) For the first 5 *dwelling units*	540.0 m^2
	b) For each additional *dwelling unit*	67.0 m^2 per unit
	For any other *lot*:	
	c) For the first 4 *dwelling units*	540.0 m^2
	d) For each additional *dwelling unit*	85.0 m^2 per unit
.3	Lot Coverage – maximum	35.0%
.4	Main Building Height – maximum	
	Corner Lot	14.0 m
	Interior Lot	10.0 m
.5	Front Yard Depth – minimum	6.0 m
.6	Rear Yard Depth – minimum	7.50 m
.7	Side Yard Width – minimum	
	a) Where a *habitable room window* of any *dwelling unit* faces a *side lot line*	6.0 m
	b) Any other side yard	3.0 m
.8	Landscaped Open Space Yard – minimum	35.0% of *lot area*

.50 A *Lodging House* for the accommodation of 10 persons or less, and any use accessory thereto, shall comply with the *Single Unit Dwelling* provisions of Section 10.1.5 and further, the whole of the *building* shall be used for a *Lodging House*, including any *accessory use*. [ZNG/5630]

(AMENDED by B/L 95-2019, Sept. 27/2019)

.55 A *Double Duplex Dwelling*, *Duplex Dwelling*, *Multiple Dwelling* having a maximum of 4 *dwelling units*, *Semi-Detached Dwelling* or *Townhome Dwelling*, or an addition to an *existing Single Unit Dwelling,* and any use accessory thereto, shall comply with the provisions of Section 11.2.5.

SECTION 25 - PARKING AREA PROVISIONS

(Amended by: B/L 9057, Jul 7/1987; B/L 12429, Jan 8/1996; B/L 33-2001, Oct 23/2001, OMB Order No. 1716, OMB Case No. PL010233; B/L 370-2001, Nov 15/2001; B/L 167-2003, Jun 27/2003; B/L 167-2003, Jun 27/2003; B/L 132-2011, Aug 5/2011; B/L 53-2012, Jun 1/2012) [ZNG/4249]; B/L 18-2015, March 4, 2015

25.5.20 PARKING AREA SEPARATION

.1 A parking area separation shall be provided as shown in Table 25.5.20.1:

TABLE 25.5.20.1 – PARKING AREA SEPARATION

PARKING AREA FROM		MINIMUM SEPARATION
.1	Huron Church Road between the south limit of College Avenue and the north limit of the EC Row Expressway	10.00 m
	Save and except for Parts 4 and 5, Plan 12R-12366 and Part Lots 1346 to 1360, Part Lot 1820 and Part Block A, Registered Plan 1059 (situated on the west side of Huron Church Road, north of Tecumseh Road West)	3.00 m
.2	Any other street	3.00 m
.3	An interior lot line or alley	0.90 m
.4	A rear lot line on a lot located in a Commercial District 3.9	10.00 m
.5	A building wall in which is located a main pedestrian entrance facing the parking area	2.00 m
.6	A building wall containing a habitable room window or containing both a main pedestrian entrance and a habitable room window facing the parking area where the building is located on the same lot as the parking area	4.50 m

.5 The area forming the parking area separation shall be maintained exclusively as a landscaped open space yard.

APPENDIX "E"
Consultations

CALDWELL FIRST NATION COMMUNITY

No comments provided

ENGINEERING - DEVELOPMENT

We have reviewed the subject Rezoning application and have the following comments:

Sewers

The site may be serviced by a 375mm combined sewer located within Salter Avenue right-of-way. If possible existing connections should be utilized. Any redundant connections shall be abandoned in accordance with the City of Windsor Engineering Best Practice B.P 1.3.3.

The maximum distance between the storm and sanitary manholes at the property line exceed the maximum separation distance of 1.5m. Please update the servicing plan.

Furthermore, the length of the wyed section, projected to the property line, is greater than 1.5m (5 ft.), the applicant may be required to enter into an Encroachment Agreement for the connection.

Installation of a backwater valve or similar apparatus is recommended on any connections to the municipal combined sewer.

Please see City of Windsor AS-566 and BP1.1.1 for further reference.

The applicant will be required to submit, prior to the issuance of permits, a stormwater management plan in accordance with Windsor Essex Region Stormwater Management Standards Manual, restricting stormwater runoff to pre development levels. This will include, at a minimum:

- Submission of stormwater management review fee,
- Stormwater management report stamped by a professional engineer
- Site servicing drawings stamped by a professional engineer
- Stormwater management check list (see link below)

For more information of SWM requirements, visit: link

https://essexregionconservation.ca/wp-content/uploads/2018/12/WE-Region-SWM-Standards-Manual.pdf.

https://www.citywindsor.ca/business/buildersanddevelopers/Documents/Checklist-Rational-Method.pdf

In summary we have no objection to the proposed development, subject to the following requirements:

If you have any further questions or concerns, please contact Juan Florian, of this department at jflorian@citywindsor.ca.

[Juan Paramo - Development Engineer]

ENGINEERING - R.O.W.

July 21, 2025

There may be some confusion here, this alley is a gravel alley maintained by the City. We do not maintain the grass portion to the north (see below). If the current policies do not permit the front yard parking, they have a couple of options:

- Redesign the layout so they have a laneway at the side of the building to access the rear parking area (preferred).
- Use the layout that was submitted with parking off of the alley.

It is a very slippery slope if we permit parking off of an unmaintained alley as it then becomes a new asset in our portfolio in which to maintain in perpetuity. Funding for alley maintenance is extremely limited, and any additions would put a strain on an already unsustainable asset.



[Roberta Harrison - Senior Manager Contracts FS Maintenance]

May 26, 2025

Required Drawing Revisions:

1. **Driveway Approaches** – Do not conform to City of Windsor Standards, which must be constructed with straight flares and no raised curbs within the right-of-way.

    a. Modify as per Standard Engineering Drawing AS-204.

2. **Sewer Connections**:

    a. Connections to combined sewers must adhere to Best Practice BP1.1.1
    b. Identify any redundant connections to be abandoned in accordance with Engineering Best Practice BP1.3.3.

Special Provisions (to be included in Site Plan Control Agreement)

The following special provisions will be required prior to submitting a building permit application:

Site Plan Control Agreement – The applicant enter into an agreement with the City of Windsor for all requirements under the General Provisions of the Site Plan Control Agreement for the Engineering Department.

If you have any further questions or concerns, please contact Dan Perissinotti, of this department at dperissinotti@citywindsor.ca.

[Mark Schaffhauser - Technologist III]

Comments to Stage 1 Planning Consultation Application - PC-063/24 (June 10, 2024)

No, Public Works doesn't' support the proposed paving and draining of the alley. The parking lot should front Salter Avenue, or they can adjust their building design.

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

ENWIN UTILITIES LTD. - HYDRO ENGINEERING

Comments to Stage 1 Planning Consultation Application - PC-063/24 (June 18, 2024)

No Objection

Please note the following distribution and services:

- Overhead 27.6kV primary distribution pole line and associated down guy wires/anchors across the street to the East of the above noted property.
- Overhead 120v street light duplex, across the street to the East of the above noted property.
- Existing 120/240V secondary overhead transformer bank and distribution adjacent to the West limit of the property
- Overhead 16kV primary distribution pole line and associated down guy wires/anchors adjacent to the Southwest corner of the property
- Overhead 120/240V secondary triplex distribution pole line adjacent to the West limit of the property
- Overhead 120/240V secondary triplex servicing multiple properties in the area.
- *Proposed buildings and/or building additions must have adequate clearance requirements from all hydro distribution and services.

We recommend referring to the Occupational Health and Safety Act for minimum safe limits of approach during construction and the Ontario Building Code for adequate clearance requirements for New Buildings and/or Building Additions.

[Tia McCloskey - Hydro Engineering Technologist]

ENWIN UTILITIES LTD. - WATER ENGINEERING

Comments to Stage 1 Planning Consultation Application - PC-063/24 (June 18, 2024)

ENWIN Water has no objections.

[Bruce Ogg - Water Project Review Officer]

FORESTRY

Comments to Stage 1 Planning Consultation Application - PC-063/24 (June 14, 2024)

There are NO City trees on this property.

There are Private trees on this lot: Several mid-sized conifers and a hedge row of Cedar bordering lot 241 Slater to the North side.

Forestry requests an inventory of the trees to be removed from this site: species, condition and size (diameter).

Forestry requests details for a Canopy loss replacement/compensation plan.

Forestry Requests details for any landscape planning that would include new tree planting to compensate for on-site canopy losses during development.

[Yemi Adeyeye - Manager of Forestry & Natural Areas]

NATURAL AREAS

Comments to Stage 1 Planning Consultation Application - PC-063/24 (June 14, 2024)

No harming active bird nests (Migratory Bird Act); appears some large trees will be coming down. E4

[Karen Alexander - Naturalist & Outreach Coordinator]

PLANNING DEPARTMENT - HERITAGE

Comments to Stage 1 Planning Consultation Application - PC-063/24 (July 4, 2024)

However, it appears the conceptual site plan of the proposal would not have a negative impact on the adjacent heritage property at 274 Crawford Avenue. Therefore, a Heritage Impact Assessment is not required at this time.

Archaeology

The subject property is located within an area of high archaeological potential. A Stage 1 archaeological assessment and any further recommended assessments are required to be entered into the Ontario Public Register of Archaeological Reports to the satisfaction of the City of Windsor and the Ontario Ministry of Citizenship and Multiculturalism, prior to any additional land disturbances. A final copy of these relevant archaeological reports and GIS study area must be submitted to the City of Windsor.

[Kristina Tang - Heritage Planner]

PLANNING DEPARTMENT - POLICY

Comments to Stage 1 Planning Consultation Application - PC-063/24 (July 4, 2024)

The subject property is within the Downtown Windsor Community Improvement Plan (Downtown CIP) boundary, therefore applicable projects can apply for grants under the Downtown CIP.

The Downtown CIP offers financial incentives for commercial/mixed use building façade improvements, new residential unit creation and building/property improvements under a number of programs. The City's website contains an overview of the programs, program guide for applying, application form, and the CIP document. Please contact Laura Strahl (lstrahl@citywindsor.ca) for more information on how to apply.

Downtown CIP applications are reviewed to ensure high quality investment in buildings/property to enhance downtown Windsor. We encourage the use of long lasting material (brick or stone instead of a building entirely covered in EIFS or siding), a design that fits in with the context of the neighbourhood and colours and architectural features that enhance the neighbourhood. I'm happy to comment on early site plans and elevations.

[Laura Diotte - Manager Planning (Development Applications)]

TRANSPORTATION PLANNING

Land Conveyance

Not Applicable.

Corner Cut-Off

Not Applicable.

Sidewalk

Not Applicable

Parking

Transportation Planning received and reviewed Parking Study file No. 25-1747 dated March 2025 conducted by RC Spencer Association Inc.

- Parking study contains some mistakes. However, considering the negligible proposed reduction on the ratio 1:125 vs 1.25 by ZBL and low risk to the area due to lack of impact, Transportation Planning can accept the requested reduction.

Transportation Impact Study

The additional density is anticipated to have insignificant effect on the traffic. Therefore, TIS is not applicable.

Access

All accesses shall conform to the TAC Geometric Design Guide for Canadian Roads and the City of Windsor Standard Engineering Drawings.

- Raised curbs are not permitted within the right-of-way.

Exterior Path

All new exterior paths of travel must meet the requirements of the Accessibility for Ontarians with Disabilities Act (AODA).

Other Comments

Not Applicable.

Should you have any further questions or concerns, please contact Ellie MehriLou, of this department at EMehrilou@citywindsor.ca.

[Elara Mehrilou - Transportation Planner I]

WALPOLE ISLAND FIRST NATION

No comments provided

APPENDIX "F"
Draft Amending By-law

B Y - L A W N U M B E R -2025

A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW"

Passed the day of , 2025.

WHEREAS it is deemed expedient to further amend By-law Number 8600 of the Council of The Corporation of the City of Windsor, cited as the "City of Windsor Zoning By-law" passed the 31st day of March, 1986, as heretofore amended:

THEREFORE the Council of The Corporation of the City of Windsor enacts as follows:

1. That subsection 91.10 of Section 91, of said by-law, is amended by adding the following clause:

6. WEST SIDE OF SALTER AVENUE, NORTH OF UNIVERSITY AVENUE WEST

For the lands comprising Lots 7 & 8, Plan 380 (PIN 01196-0469), a *Multiple Dwelling* shall be subject to the following additional provisions:

a) *Front Yard* Depth: *minimum* 5.50 m
b) *Side Yard* Width: *minimum* 1.80 m
c) *Dwelling Units*: *maximum* 8
d) Notwithstanding clause .6 of Table 25.5.20.1, the *minimum* separation of a *parking area* from a *building* wall containing a *habitable room window* or containing both a main pedestrian entrance and a *habitable room window* facing the parking area where the *building* is located on the same *lot* as the *parking area* shall be 3.75 m.

[ZDM 3; ZNG/7298]

2. The said by-law is further amended by changing the Zoning District Maps or parts thereof referred to in Section 1, of said by-law and made part thereof, so that the lands described in Column 3 are delineated by a broken line and further identified by the zoning symbol shown in Column 5:

1. Item Number	2. Zoning District Map Part	3. Lands Affected	4. Zoning Symbol	5. Zoning Symbol
1	3	Lots 7 & 8, Plan 380, PIN 01196-0469 LT (located on the west side of Salter Avenue, north of University Avenue West)	RD2.2	RD3.1x(6)

DREW DILKENS, MAYOR

CLERK

First Reading - , 2025

Second Reading - , 2025

Third Reading - , 2025

SCHEDULE 2

1. By-law _____ has the following purpose and effect:

   To amend the zoning of the lands located on the west side of Salter Avenue, north of University Avenue West, legally described as Lots 7 & 8, Plan 380, PIN 01196-0469 LT, so as to permit the development of a two storey, eight unit multiple dwelling on the subject land.

   The amending by-law changes the RD2.2 zoning on the subject land to a RD3.1 zoning and adds a special zoning provision permitting a multiple dwelling with a reduced minimum front yard depth of 5.50 metres, reduced side yard width of 1.80 metres, maximum of eight dwelling units and reduced minimum parking area separation from a building wall containing a habitable room window or containing both a main pedestrian entrance and a habitable room window facing the parking area where the building is located on the same lot as the parking area of 3.75 m.

2. Key map showing the location of the lands to which By-law _____applies.



PART OF ZONING DISTRICT MAP 3

N.T.S.

SCHEDULE 2

Applicant: Sterling Ridge Residential Inc.

SUBJECT LANDS

PLANNING & BUILDING DEPARTMENT

DATE : MAY, 2025
FILE NO. : Z-009/25, ZNG/7298

SALTER AVENUE RESIDENTIAL DEVELOPMENT

WINDSOR, ON

PARKING STUDY

Prepared by:

RC SPENCER ASSOCIATES INC.
Consulting Engineers
Windsor: 800 University Avenue W. - Windsor ON N9A 5R9
Leamington: 18 Talbot Street W. - Leamington ON N8H 1M4
Chatham-Kent: 49 Raleigh Street - Chatham ON N7M 2M6

File No.: 25-1747 March 2025

SALTER AVENUE RESIDENTIAL DEVELOPMENT, WINDSOR, ON

PARKING STUDY (MARCH 2025)

Table of Contents

Introduction and Background 1

ITE Parking Generation Manual vs. Windsor Bylaw Requirements 1

Summary and Conclusions 3

Appendix A – Site Plan

Appendix B – ITE Parking Generation References

- Multifamily Housing (Low-Rise)
    - Per Dwelling Unit

INTRODUCTION AND BACKGROUND

A low-rise residential apartment building is proposed for a lot located at 0 Salter Avenue, in Windsor, Ontario. The subject parcel includes a vacant lot and a recently obtained portion of the parking area serving 800 University Avenue West. The subject property is located on the west side of Salter Avenue, north of University Avenue West. University Avenue West is an arterial roadway that starts at Sandwich Street west of Highway 3 (Huron Church Road) and continues east to Pierre Avenue. Salter Avenue is a 275m long north / south local road which crosses University Avenue and cul-de-sacs at both ends; “No Exit” signs are posted on each leg. This development is proposed for construction in a single phase and is to be serviced via access from Salter Avenue.

The developer is proposing a 2-storey residential building comprised of 16 bedrooms within 8 dwelling units. Four units are to be included on each floor. The units are small, approximately 670 sq. ft. each. The development is to be supplemented by 9 vehicle parking spaces (including one accessible space) and 12 bicycle parking spaces (for a total of 21 spaces). The site plan is provided in **Appendix A**.

The City’s zoning bylaw (minimum 1.25 parking spaces per unit) requires at least 10 spaces for the 8 units. Per ZBL 8600, a multi-dwelling Building with 8 dwelling units requires a minimum of 10 standard spaces (including 1 type A accessible parking space and 2 bike parking spaces). Accordingly, a variance is required for the shortfall of 1 vehicle parking space. Therefore, the purpose of this study is to evaluate the anticipated peak parking demand versus the proposed on-site parking supply.

ITE PARKING GENERATION MANUAL VS. WINDSOR BYLAW REQUIREMENTS

The Institute of Transportation Engineers (ITE) Parking Generation Manual (6th Edition) reports parking demand studies and statistics from various land uses across North America. For a multifamily low-rise residential development (Land Use Code 220), parking demand can be estimated based on the number of dwelling units (according to the number of bedrooms in the building). References are provided in **Appendix B**. For a low-rise building in a “General Urban / Suburban” area, 10 spaces are required. However, the subject location could be considered a “Dense Multi-Use Urban” area, which is defined as a fully developed area (or nearly so), with diverse and interacting complementary land uses, good pedestrian connectivity, and convenient and frequent transit. This land use mix typically includes office, retail, residential, and often entertainment, hotel, and other commercial uses. The residential uses are typically multifamily or single-family on lots no larger than ¼ acre; on-street parking is typically provided.

The ITE's average rate for 2+ bedrooms (per dwelling unit) suggests that a minimum parking supply of 8 parking spaces should sufficiently accommodate the peak parking demand for a low-rise building in a dense multi-use urban area. Although the development will have a shortfall of one vehicle parking space if the general urban / suburban land use is assigned, the developer is providing 10 more bicycle parking spaces than required. Based on the provided metrics, the theoretical peak parking demand may not exceed the proposed on-site parking supply. Therefore, it is the engineers' opinion that the 9 proposed on-site vehicle parking spaces and the additional 12 proposed bicycle parking spaces should sufficiently accommodate the peak parking demand generated by the 8-unit low-rise residential building.

Although the proposed parking supply could sufficiently accommodate the peak parking demand on its own, transit and active transportation options were also evaluated. Currently, Windsor Transit provides two Route 1C stops within approximately 200m of the site, with one at the intersection of Crawford Avenue at University Avenue West and another at the intersection of Caron Avenue at University Avenue West; this route travels past Salter Avenue. Additional transit routes are provided in the area. The below Windsor Transit map depicts the routes around the site; the site is identified with a red box, and the bus station is encircled:



Windsor Transit Area Routes

Active transportation facilities are also provided within the study area; sidewalks are provided on the west side of Salter Avenue and on both sides of University Avenue West, and dedicated bicycle lanes are provided on both sides of University Avenue West. The developer is proposing 12 on-site bicycle parking spaces to supplement the vehicle parking (which is 10 more than the City's required 2 bicycle spaces).

Several destinations are also located within walking / bicycling distance of the development (like fast-food venues and commercial establishments, etc.), so walking and / or cycling transportation modes are likely. Therefore, due to the anticipated modal split, it is the engineers' opinion that the proposed on-site parking supply should adequately accommodate the subject development's peak parking demand.

Finally, it should also be noted that on-street parking is permitted on the east side of Salter Avenue, between the subject site location and the cul-de-sac to the north. Parking is permitted on both sides of University Avenue but is limited to two hours during the daytime hours (9 AM to 6 PM); this surplus on-street parking supply could sufficiently accommodate any occasional visitor parking demand.

Realistically, the proposed parking supply is in keeping with current sustainability policies intended to encourage non-auto modes of travel, particularly within built-out and mature neighbourhoods. Furthermore, by limiting the availability of on-site vehicle parking and by providing bicycle parking equal to one space per unit, the developer is being proactive in encouraging an increased modal split for the subject area.

Therefore, based on these area transportation considerations, it is the engineers' opinion that the proposed development's parking supply (of 9 on-site surface parking spaces and 12 bicycle spaces) should adequately accommodate the subject development's peak parking demand.

SUMMARY AND CONCLUSIONS

A low-rise residential apartment building is proposed for a lot located at 0 Salter Avenue, in Windsor, Ontario. The subject parcel includes a vacant lot and a recently obtained portion of the parking area serving 800 University Avenue West. The subject property is located on the west side of Salter Avenue, north of University Avenue West. This development is proposed for construction in a single phase and is to be serviced via access from Salter Avenue.

The developer is proposing a 3-storey residential building comprised of 8 dwelling units. The development is to be supplemented by 9 vehicle parking spaces (including one accessible space) and 12 bicycle parking spaces.

The City's zoning bylaw (minimum 1.25 parking spaces per unit) requires 10 vehicle parking spaces and 2 bicycle spaces for the 8 units; the ITE Parking Generation Manual (6th Edition) references suggest that a minimum parking supply of 8 to 10 spaces should accommodate the subject development's 8 units. Furthermore, the proposed development is close to existing active transportation facilities and reliable transit options; on-street parking is also permitted on Salter Avenue. Therefore, it is anticipated that the site's modal split will further reduce the peak parking demand.

Accordingly, it is the engineers' opinion that the proposed on-site parking supply of 9 vehicle parking spaces and 12 bicycle parking spaces should adequately accommodate the peak parking demand generated by the subject (8-unit) low-rise residential development proposal.

All of which is respectfully submitted,

RC Spencer Associates Inc.

Aaron D. Blata, M.Eng., P.Eng., PTOE, RSP1
Consulting Engineer, Road Safety
Professional Traffic Operations Engineer
Associate / Leamington Office Manager

Richard C. Spencer, M.A.Sc., P.Eng., PE
Professional & Consulting Engineer &
Fellow ITE Member
President / Windsor Office Manager





Appendix A

SITE PLAN

SITE DATA MATRIX

BUILDING INFORMATION		ZONING DATA	REQUIRED	PROVIDED
BUILDING CLASSIFICATION	Group C, 3.2.2.47	MINIMUM LOT AREA	880.0 m²	998.0 m²
FACING STREET(S)	1	MINIMUM LOT FRONTAGE	18.0 m	23.3 m
PRINCIPAL ENTRY	SEE PLAN	MINIMUM LOT DEPTH	N/A	42.8 m
PRIMARY FIREFIGHTER'S ENTRY	SEE PLAN	**SETBACKS**		
BARRIER FREE ENTRY	SEE PLAN	FRONT YARD	N/A	6.0m
		INTERIOR SIDE YARD	N/A	1.2m
BUILDING AREA		EXTERIOR SIDE YARD	N/A	N/A
FIRST FLOOR (FOOTPRINT)	3299.8 SF / 306.5 SM	REAR YARD	N/A	7.5m
SECOND FLOOR	3299.3 SF / 302.8 SM			
TOTAL BUILDING	6598.9 SF / 609.3 SM	MAX. LOT COVERAGE	35%	30.7%
		LANDSCAPE OPEN SPACE	35%	44.8%
SITE INFORMATION				
CURRENT ZONING	RD2.2 - RESIDENTIAL DISTRICT 2.2	MAX. BUILDING HEIGHT	9.0 m	11.0 m
PROPOSED USE	RD3.2 - RESIDENTIAL DISTRICT 3.2 - MULTIPLE DWELLINGS	**PARKING LOT SUMMARY**		
		PARKING	10	9
		BARRIER FREE	1	1
		LOADING SPACES	0	0
		BICYCLE SPACES	0	12

LEGEND

- LANDSCAPING (SEE LANDSCAPE DRAWINGS)
- CONCRETE SURFACE
- ASPHALT SURFACE
- NEW BUILDING COVERAGE
- EXISTING BUILDING COVERAGE
- PROPERTY LINE
- PROPERTY LINE

B.F. - "BARRIER FREE PARKING" SIGN
F.R. - "FIRE-ROUTE - NO PARKING" SIGN
B.D.O. - "BUS DROP OFF ZONE" SIGN
S.S. - "STOP" SIGN

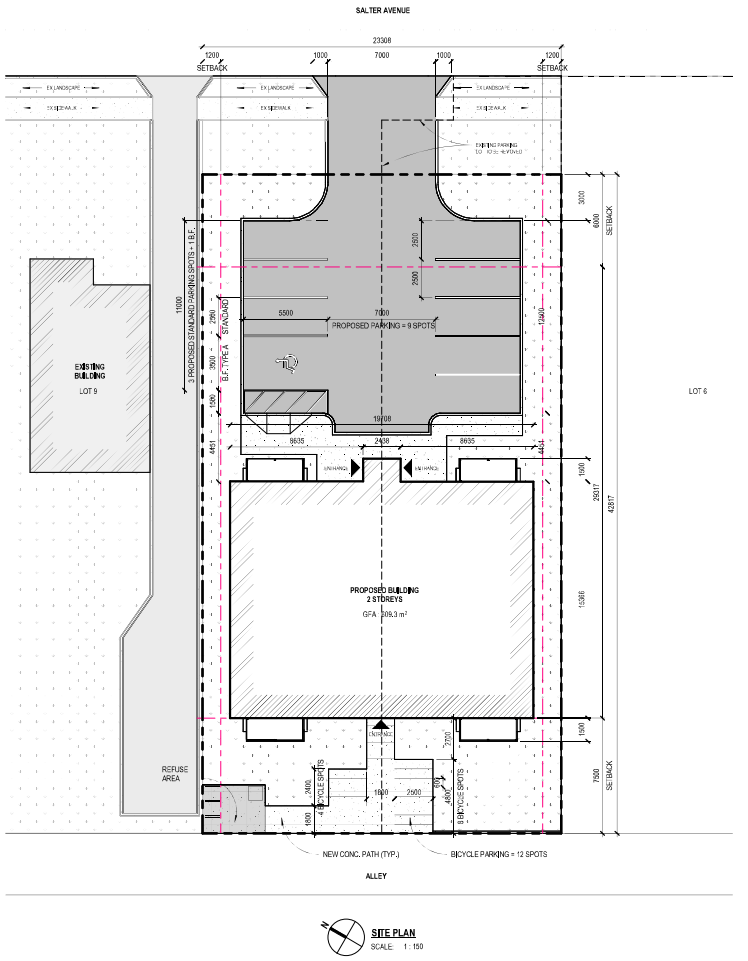
REFER TO PLAN FOR LOCATION OF ALL SIGNAGE (REVIEW w/ ARCHITECT PRIOR TO FINAL PLACEMENT)

NOTES:
1. REFER TO CIVIL DRAWINGS FOR ALL PAVEMENT MATERIAL PROFILES AND BASE MATERIALS
2. REFER TO LANDSCAPE PLAN FOR LANDSCAPE INFORMATION.
3. REFER TO CIVIL DRAWINGS FOR ALL PROPOSED GRADES.
4. ALL CONCRETE APRONS AT EXTERIOR DOOR OPENINGS TO MEET FLUSH (BARRIER FREE).
5. PROVIDE BARRIER FREE CURB DROPS WHERE SIDEWALKS MEET ASPHALT PAVEMENT.

NOTES:
- REFUSE IS STORED OUTSIDE OF BUILDING IN HERBY-CURBY BINS
- MAIL ROOM IS DESIGNED TO BE UNDER THE STAIRS OF THE GROUND FLOOR

ZONING CHART - *(RESIDENTIAL DISTRICT 3.2 (RD3.2) MULTIPLE DWELLING)*

No.	DESCRIPTION	REQUIRED	PROVIDED	BY-LAW REF.	ADDITIONAL NOTES
1.	ZONING CLASSIFICATION	RD3.2	RD3.2	12.2	
2.	PERMITTED USE	MULTIPLE DWELLING	MULTIPLE DWELLING	12.2.1	
3.	MINIMUM LOT AREA	540 m² + (85m² x 4 Units)= 880.0m² (540 m² for first 4 dwelling units + 540m² / 4 for next 10 dwelling units 85m²/unit)	998.0 m²	12.2.5.2	
4.	MINIMUM LOT FRONTAGE	30.0 m	23.3 m	12.2.5.1	EXISTING FRONTAGE OF 2 LOTS
5.	SETBACK - FRONT YARD	N/A	6.0m	N/A	NOT REQUIRED IN ZONING REG.
6.	SETBACK - SIDE YARD	N/A	1.2m	N/A	NOT REQUIRED IN ZONING REG.
7.	SETBACK - REAR YARD	N/A	7.5m	N/A	NOT REQUIRED IN ZONING REG.
8.	LOT COVERAGE	35% (Max.)	30.7%	12.2.5.3	
9.	LANDSCAPED AREA	35% (Min.)	44.8%	12.2.5.8	
10.	BUILDING HEIGHT	18.0 m	7.3m	12.2.5.4	THE VERTICAL MID-POINT DISTANCE BETWEEN THE LOWEST EAVE AND THE HIGHEST POINT OF THE ROOF
11.	DWELLING UNIT DENSITY	150 UNITS/Ha = 15 UNITS Max	8 UNITS		
12.	PARKING SPACE - SIZE	MIN. WIDTH 2.5m (8.2ft)	MIN. WIDTH 2.5m (8.2ft)	24.20.10	
		MIN. LENGTH 5.5m (18.0ft)	MIN. LENGTH 5.5m (18.0ft)		
13.	PARKING SPACE - COUNT	N/A	SEE PARKING LOT SUMMARY		SEE PARKING LOT SUMMARY



SITE PLAN
SCALE: 1 : 150

architectura a+e
180 Ouellette Street Unit 4
Windsor, ON N9A 1A6
519.915.5551

This drawing is not to be used for construction unless it is countersigned by the Project Architect

Issued For	(YYY JAN 20)
Issued for Stage 2 Pre-Submission	2024.11.26

Revision Schedule		
No.	Description	Date

SHEET NAME: ARCHITECTURAL SITE PLAN

Name of Client as Applicable
0 SALTER AVENUE
Street Address: Windsor, Ontario XXX XXX

Drawn By	Checked By
HR	DA

Project No: 2445

Sheet No: **A101**

2025-08-15 10:30 PM C:\REVIT LOCAL FILES\2445 HERON_arch_HRichards2.rvt

Appendix B

ITE PARKING GENERATION MANUAL – 6TH EDITION REFERENCES

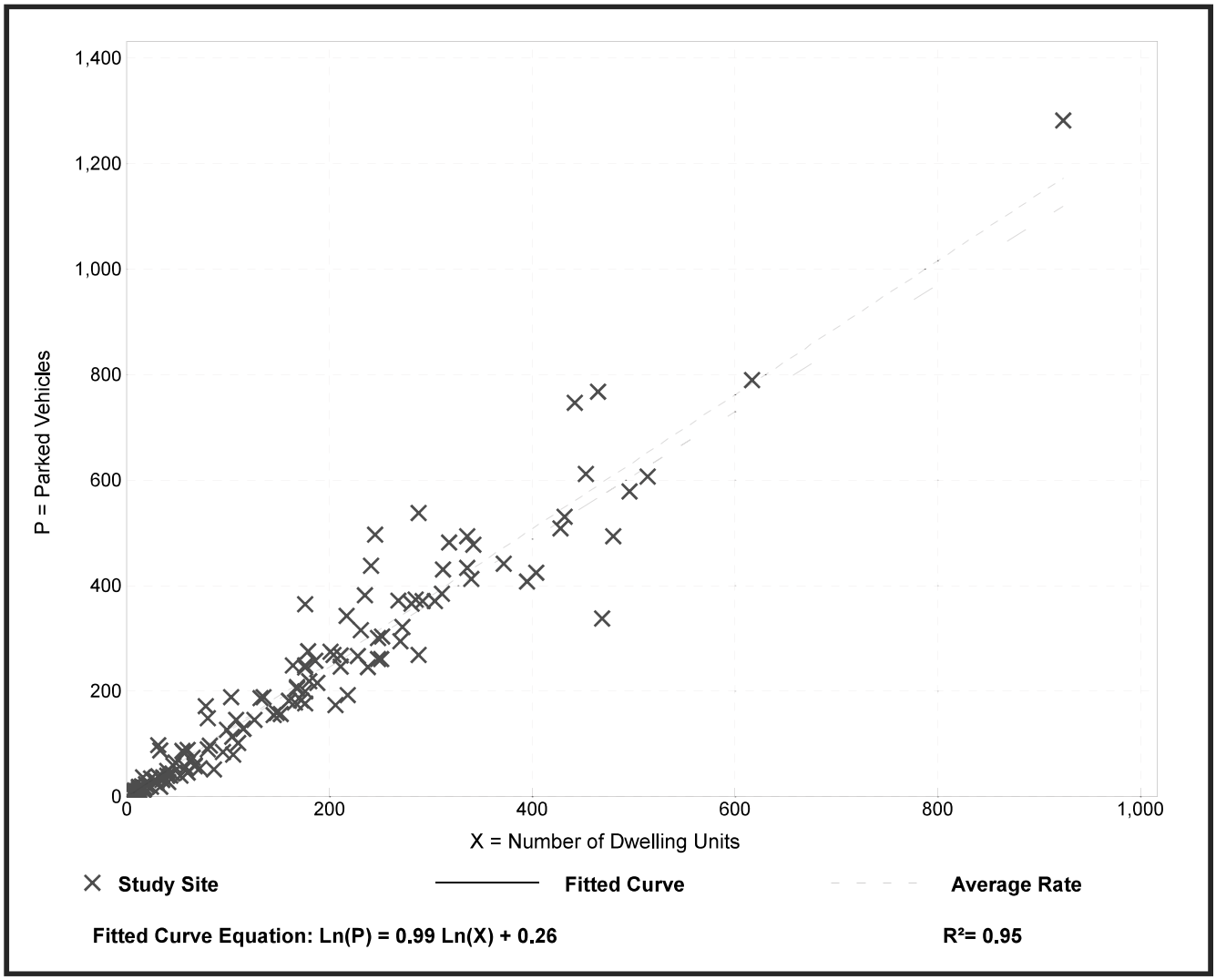
Multifamily Housing - 2+ BR (Low-Rise) - Not Close to Rail Transit
(220)

Peak Period Parking Demand vs: **Dwelling Units**
On a: **Weekday (Monday - Friday)**
Setting/Location: **General Urban/Suburban**
Number of Studies: 143
Avg. Num. of Dwelling Units: 154

Peak Period Parking Demand per Dwelling Unit

Average Rate	Range of Rates	33rd / 85th Percentile	95% Confidence Interval	Standard Deviation (Coeff. of Variation)
1.27	0.58 - 3.16	1.07 / 1.59	1.22 - 1.32	0.29 (23%)

Data Plot and Equation



Parking Generation Manual, 6th Edition ● Institute of Transportation Engineers

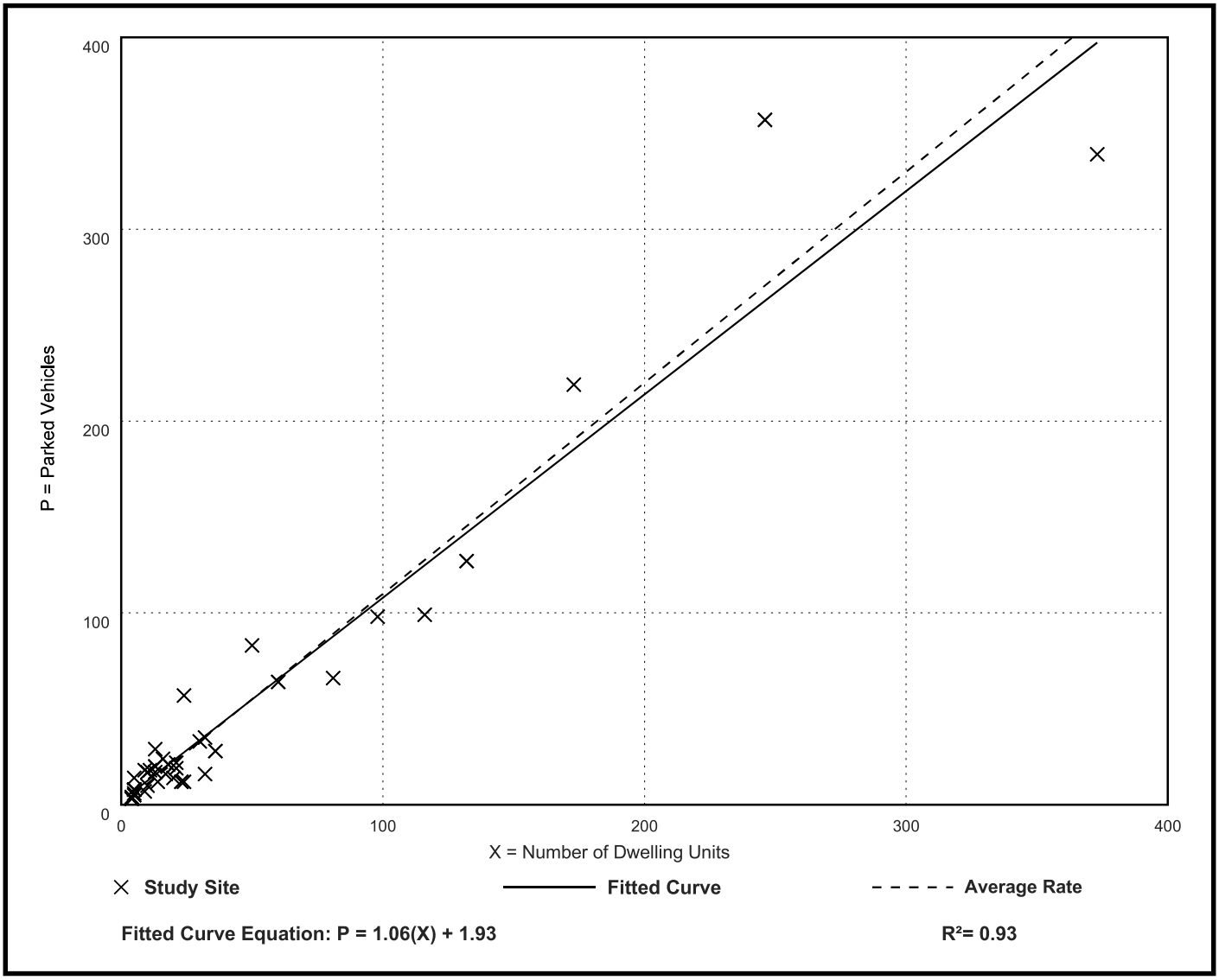
Multifamily Housing - 2+ BR (Low-Rise) Not Close to Rail Transit (220)

Peak Period Parking Demand vs: **Dwelling Units**
On a: **Weekday (Monday - Friday)**
Setting/Location: **Dense Multi-Use Urban**
Number of Studies: 39
Avg. Num. of Dwelling Units: 46

Peak Period Parking Demand per Dwelling Unit

Average Rate	Range of Rates	33rd / 85th Percentile	95% Confidence Interval	Standard Deviation (Coeff. of Variation)
1.10	0.50 - 2.80	0.95 / 1.66	0.99 - 1.21	0.35 (32%)

Data Plot and Equation



Fitted Curve Equation: P = 1.06(X) + 1.93

R^2= 0.93

PLANNING RATIONALE REPORT

Lots 7 & 8, RP 380, West Side of Salter Avenue, Windsor, Ontario

Abstract

This Planning Rationale Report is in support of a zoning amendment application for re-development of the property described as Lots 7 & 8 on Registered Plan 380, located on the west side of Salter Avenue north of University Avenue West in the City of Windsor.

Date: December 17, 2024 (Rev. 2 April 25, 2025)

HRK Realty Services Ltd.

[redacted]

TABLE OF CONTENTS

1.0 Description of Proposal……2

2.0 History of the Property……4

3.0 Physical Features of Subject Lands……..4

4.0 Planning Policy Documents……..5

4.1 Provincial Planning Statement 2020……5

4.2 City of Windsor Official Plan……8

5.0 Zoning By-law……12

6.0 Site Suitability……13

7.0 Compatibility……..13

8.0 Good Planning……14

9.0 Supporting Study Findings……..14

10 Conclusion……15

Figure 1 - Location Plan on Page 2

Figure 2 – Conceptual Site Plan on Page 3

Appendix "A" – Sign-In Sheet from March 22, 2025, Open House……..17

1.0 Description of the Proposal

Sterling Ridge Residential Inc., a Windsor based landowner proposes to redevelop two residential lots located on the west side of Salter Avenue north of University Avenue West to accommodate eight (8) dwelling units within a multiple dwelling building.

The lands are described as Lots 7 and 8, on Registered Plan 380, in the City of Windsor, herein referred to as the "Subject Property".

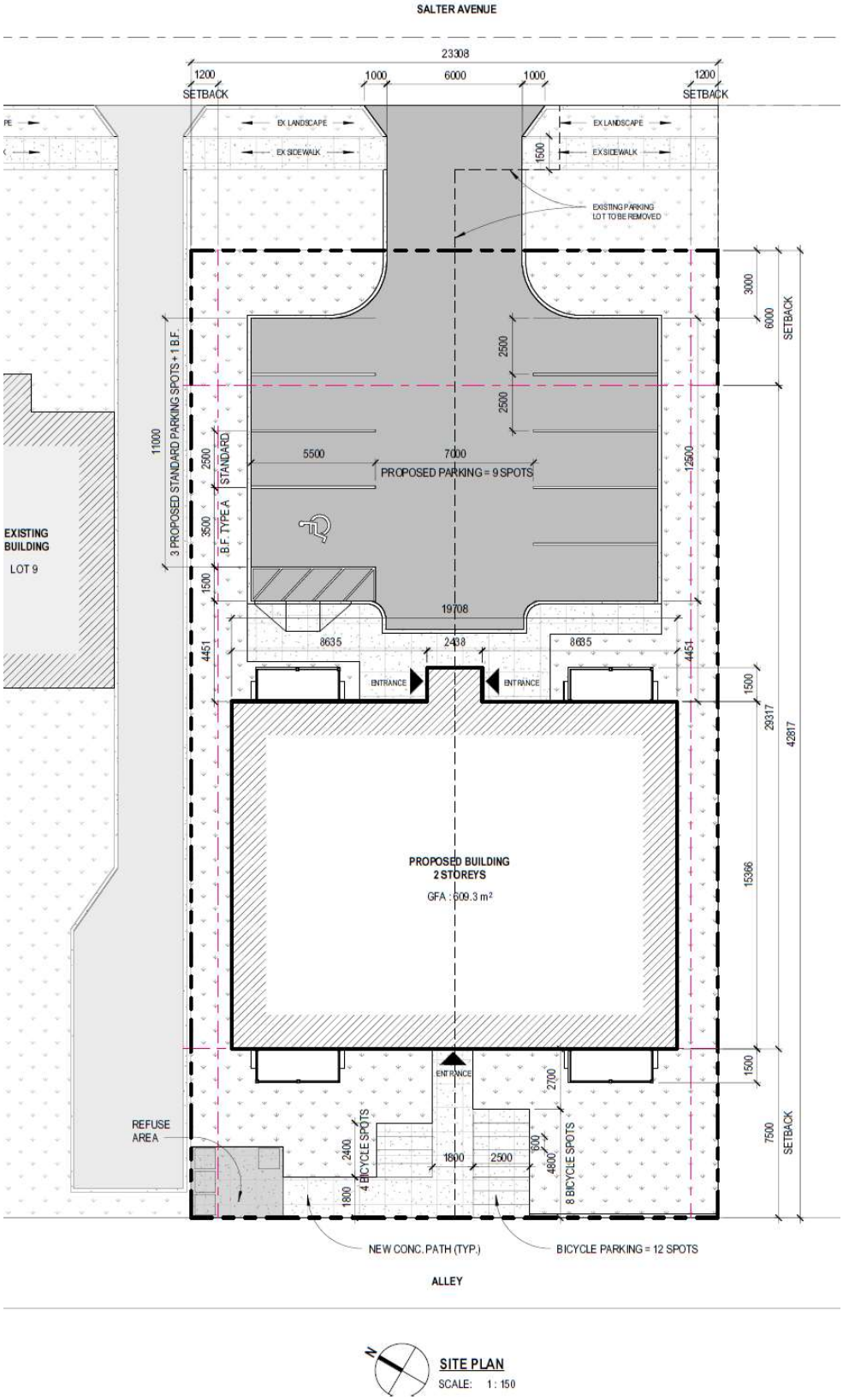
According to Registered Plan 380, the Subject Lands have 23.77 metres of frontage on the west side of Salter Avenue and have an area of 1,018.6 square metres (10,964.1 sf) and are located on the west side of Salter Avenue (refer to Figure 1).

Pre-consultation with City of Windsor planners informs that a zoning by-law amendment to a site-specific zoning category is required to permit the proposed redevelop of the Subject Property for multiple dwelling housing units.

Figure 1 - Location Plan



Figure 2 – Conceptual Site Plan



2.0 History of the Property

The Subject Property was acquired by its current owner Sterling Ridge Residential Inc. on May 16, 2024.

The following historical Information was provided by the City of Windsor.

Lot 7, Registered Plan 380 previously contained a single detached dwelling known municipally as 257 Salter Avenue which was demolished sometime between 1983 and 1987.

Lot 8, Registered Plan 380 previously contained a single detached dwelling known municipally as 249 Salter Avenue which was demolished in 1994 (demolition permit 94-074183).

To the knowledge of the current owner the Subject Lands have always been designated Residential in the City's Official Plan and an RD2.2 zone category according to City of Windsor Zoning By-law 8600.

3.0 Physical Features of the Subject Lands

Structures

The Subject Property is void of any buildings or vertical structures. Lot 7, RP 380 being the south half of the property contains an asphaltic parking area.

Vegetation

Lot 8, RP 380 being the north half of the parcel is manicured grass area. The is a coniferous bush line on the north side of Lot 8. Additionally, there are mature coniferous tress in the rear (west) portion of Lot 8.

Topography

The Subject Property is generally level.

Other Physical Features

There is a concrete public sidewalk east side of the property on Salter Avenue.

Surrounding Land Uses

North of the Subject Lands is a 1 ½ storey frame single detached home being municipal number 2411 1Salter Avenue.

South of the Subject Property is an asphalt parking lot that serves the commercial buildings fronting on University Avenue West.

East of the Subject Property on the opposite side of Salter Avenue is a former railway corridor.

West of the Subject Property is a public alley with residential homes on the other side of the alley that front onto Crawford Avenue.

4.0 Planning Policy Documents

On November 28, 2022, the Ontario provincial government passed Bill 23 More Homes, Built Faster: Ontario's Housing Supply Action Plan 2022–2023 to address Ontario's housing crisis. The government has committed to getting 1.5 million homes built over the next 10 years.

More Homes, Built Faster is part of a strong foundation on which 1.5 million homes can be built over the next 10 years – in partnership with municipalities, the private sector, not-for-profits and the federal government.

On June 6, 2024, Bill 185 Cutting Red Tape to Build More Homes Act received Royal Assent.

The Ontario government provides that housing will remain a key focus and they will continue to take action: so young people can afford a starter home and students can focus on their studies rather than next month's rent; so newcomers can find a home in a welcoming community; so seniors can downsize in neighbourhoods they love; and so all Ontarians can find the home that best meets their needs and budget.

The proposed development of 8 dwelling units on the Subject Property will contribute to addressing Ontario's stated needed housing supply.

4.1 Provincial Planning Statement, 2024

The Provincial Planning Statement (PPS) provides policy direction on matters of a provincial interest related to land use planning and development. The PPS provides for appropriate development while protecting resources of a provincial interest, public health and safety, and the quality of the natural and built environments. The PPS supports improved land use planning and management, which contributes to a more effective and efficient land use planning system.

The policies of the PPS are complemented by locally generated policies regarding matters of municipal interest. Provincial plans and municipal official plans provide a framework for comprehensive, integrated, place based and long-term planning that supports and integrates the principles of strong communities, a clean and healthy environment and economic growth, for the long term.

The PPS requires that land use planning decisions made by municipalities, planning boards, the province, or a commission or agency must be consistent with the Provincial Planning Statement. The vision of the PPS is long term prosperity and social well-being of Ontario that depends on planning for strong, sustainable, and resilient communities

for people of all ages, a clean and healthy environment, and a strong and competitive economy.

The PPS provides that Ontario will increase the supply and mix of housing options, addressing the full range of housing affordability needs. Every community will build homes that respond to changing market needs and local demand. Providing a sufficient supply with the necessary mix of housing options will support a diverse and growing population and workforce, now and for many years to come.

Ontario will increase the supply and mix of housing options, addressing the full range of housing affordability needs. Every community will build homes that respond to changing market needs and local demand. Providing a sufficient supply with the necessary mix of housing options will support a diverse and growing population and workforce, now and for many years to come.

Chapter 2: Building Homes, Sustaining Strong and Competitive Communities.

2.1 Planning for People and Homes

2.1.6. Planning authorities should support the achievement of complete communities by:

a) accommodating an appropriate range and mix of land uses, housing options, transportation options with multimodal access, employment, public service facilities and other institutional uses (including schools and associated childcare facilities, long term care facilities, places of worship and cemeteries), recreation, parks and open space, and other uses to meet long-term needs.

This proposed 8-unit development contributes to providing a range and mix of land uses.

b) improving accessibility for people of all ages and abilities by addressing land use barriers which restrict their full participation in society; and

This proposed 8-unit development will provide accessibility for both young and more mature people who may not be able to manage typical single detached homes.

c) improving social equity and overall quality of life for people of all ages, abilities, and incomes, including equity-deserving groups.

This proposal will assist in improving the quality of life for future inhabitants as the product will provide new modern housing available to people of all ages and Abilities.

2.2 Housing

2.2.1 Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected needs of current and future residents of the regional market area by:

b) permitting and facilitating:

1. all housing options required to meet the social, health, economic and wellbeing requirements of current and future residents, including additional needs housing and needs arising from demographic changes and employment opportunities; and

2. all types of residential intensification, including the development and redevelopment of underutilized commercial and institutional sites (e.g., shopping malls and plazas) for residential use, development and introduction of new housing options within previously developed areas, and redevelopment, which results in a net increase in residential units in accordance with policy 2.3.1.3.

c) promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation; and

This proposal is in keeping with the policy to promote increased density, thus making efficient use of infrastructure and public services.

d) requiring transit-supportive development and prioritizing intensification, including potential air rights development, in proximity to transit, including corridors and stations.

This proposal is supported by public transit with major bus routes along nearby University Avenue West. The property is also within walking distance to Transit Windsor's main hub with bus routes traveling to many parts of the City.

The Subject Property is within a Settlement Area in keeping with PPS subsection 2.3.1.1.

2.3.1.2 Land use patterns within settlement areas should be based on densities and a mix of land uses which:

a) efficiently use land and resources;
b) optimize existing and planned infrastructure and public service facilities;
d) are transit-supportive, as appropriate

2.3.1.3 Planning authorities shall support general intensification and redevelopment to support the achievement of complete communities, including by planning for a range and mix of housing options and prioritizing planning and investment in the necessary infrastructure and public service facilities.

This proposal to construct an 8-unit multiple dwelling complies with the above PPS land use planning policies (2.3.1.2 and 2.3.1.3) within settlement areas.

The proposal for 8 dwelling units on the Subject Property is in keeping with the policies of the PPS. The proposal proposes housing that responds to market needs and local demand. The proposal represents an efficient use of land as it represents intensification making efficient use of existing local infrastructure. This development proposal represents cost-effective development through optimization of transit and minimizes land consumption and servicing costs.

Given that the proposal for 8 residential dwelling units on the Subject Property is in keeping with many aspects of the PPS, and does not offend any aspect of the PPS, municipal approval of the proposal is consistent with the PPS.

4.2 City of Windsor Official Plan

The subject property is in the "River West" planning district according to Schedule "A" Planning Districts & Policy Areas map attached to the Official Plan for the City of Windsor.

The City's development strategy provided in Section 3 of the Official plan in part includes: *"the policies of this Plan are directed toward accommodating the projected growth through practical and efficient land use management strategies that promote a compact pattern of development and balanced transportation system. Compatible residential, commercial and employment growth will be directed to appropriate locations within existing and planned neighbourhoods to reduce development and infrastructure costs and provide opportunities to live, work and shop in proximity. This concept will enable Windsor to continue its growth and foster a vibrant economy, while ensuring a safe, caring, and diverse community and a sustainable, healthy environment".*

The Neighbourhood Housing Variety policy 3.2.1.2 provides*: "Encouraging a range of housing types will ensure that people have an opportunity to live in their neighbourhoods as they pass through the various stages of their lives. Residents will have a voice in how this new housing fits within their neighbourhood. As the city grows, more housing opportunities will mean less sprawl onto agricultural and natural lands."*

The Subject Property is designated "Residential" according to Schedule "D" Land Use map attached to the Official Plan for the City of Windsor.

Official Plan subsection 6.1.14 regarding residential intensification reads: *To direct residential intensification to those areas of the city where transportation, municipal services, community facilities and goods and services are readily available.*

The proposal to develop the lands for 8 multiple dwellings in an area that has access to public transportation and has readily available municipal services.

Objectives for Residential development in the OP include:

6.3.1.1 To support a complementary range of housing forms and tenures in all neighbourhoods.

6.3.1.2 To promote compact neighbourhoods which encourage a balanced transportation system.

6.3.2.3 For the purposes of this Plan, Low Profile housing development is further classified as follows: (a) small scale forms: single detached, semi-detached, duplex and row and multiplexes with up to 8 units.

Locational Criteria 6.3.2.4 New residential development and intensification shall be located where:

(a) there is access to a collector or arterial road. Nearby University Avenue West which is a designated Class II Arterial Road according to Schedule "F" Roads and Bikeways plan attached to the OP.

(b) full municipal physical services can be provided. Full municipal services are available to the Subject Lands.

(c) adequate community services and open spaces are available or are planned; and there are ample community services and open spaces near the Subject Lands. Public parkland along the Detroit River is near the Subject Property.

(d) public transportation service can be provided. The Subject Lands are near a Primary Route according to the Transit Windsor system map.

The location of the subject property meets all 4 above locational criteria as noted.

According to Residential OP policy 6.3.2.5 evaluation criteria for a neighbourhood development pattern the proponent shall demonstrate that a proposed residential development within an area having a neighbourhood development pattern is, among other things:

(c) In existing neighbourhoods, compatible with the surrounding area in terms of scale, massing, height, siting, orientation, setbacks, parking and amenity areas. The proposed 2-storey 8-unit residential building is in keeping with similar building types within 200 metres of the property. Most of the residential buildings within a 200-metre radius of the property are 2 storeys with a mix of single detached, semi-detached, duplexes and double duplexes. There are several taller buildings within the 200-metre radius ranging from 3 to 16 storey structures. Examples include:

- 211 Crawford Avenue, 3.5 storeys, 16 residential units.
- 685 University Avenue West 3 storeys, multiple units.
- 360 Caron Avenue, 9 storeys, multiple units.
- 333 Caron Avenue, 3.5 storeys, multiple units.
- 343 Caron Avenue, 2.5 storeys, multiple units.
- 120 Caron Avenue, 16 storeys, multiple units.

(d) provided with adequate off-street parking. The proposed development includes 9 on-site vehicular parking spaces being 1 space less that the City's requirement of 10 spaces.

(e) capable of being provided with full municipal services. Full municipal services are available to the Subject Lands.

(f) facilitating a gradual transition from Low Profile residential development to Medium/or High-profile development and vice versa, where appropriate, in accordance with Design Guidelines approved by Council. The proposed 2 storey 8-unit residential building is defined as Low Profile in the City of Windsor Official Plan.

According to Schedule "B" Greenways System map attached to the Official Plan for the City of Windsor, there is a designated Recreationway on University Avenue West between Salter Avenue and Caron Avenue.

The subject property is designated "High Potential" according to Schedule "C-1" Development Constraint Areas Archaeological Potential map attached to the Official Plan for the City of Windsor. Accordingly, the proponent obtained a Stage 1 & 2 Archaeological Assessment, Bluestone Research 2004 Ltd., dated August 16, 2024.

The analysis and conclusions in the archaeological report state: "*The Stage 1 and Stage 2 archaeological assessment was carried out in accordance with the MCM's Standard's and Guidelines for Consultant Archaeologist's Government of Ontario 2011). The assessment consisted of a test pit survey at 5 metre intervals for approximately 50% of the study area. No archaeological resources were identified. As no archaeological resources were found on the study area (249 and 257 Salter Avenue, Ontario (Historic Lot 76), Windsor, County of Essex, Ontario), no further archaeological assessment is required.*

Urban Design Review

Section 8.7.2 Policies of the Official Plan for Urban Design provides policy direction with the following objectives:

"8.7.1.1 Built Form
To achieve a varied development pattern which supports and enhances the urban experience.

8.7.1.2 COMPLEMENTARY DESIGN
To achieve a complementary design relationship between new and existing development, while accommodating an evolution of urban design styles.

8.7.1.3 VISUAL INTEREST
To maximize the variety and visual appeal of building architecture.

8.7.1.5 UNIQUE CHARACTER
To enhance the unique character of a district, neighbourhood, prominent building or grouping of buildings."

The proposed 2 storey 8 unit building at the Subject Property has been designed to comply with the urban design review policies of the City's Official Plan, thus is compatible with buildings in the neighbourhood.

The commitment to the Community's Strategic Plan is centred around four interrelated pillars:

1. Our Economy: Cultivated and Competitive.
2. Our Society: Diverse and Caring.
3. Our Environment: Clean & Efficient; and
4. Our government: Responsive & Responsible.

The proposal to develop a 2 storey 8 dwelling unit residential building on the Subject Property is consistent with the Community's Strategic Plan as it contributes positively to the local economy, provides for alternative housing types, provides new development at current building standards, and permits the City in achieving its committed contribution to needed housing.

The proposal to develop a 2 storey 8 dwelling unit residential building on the Subject Property complies with the goals, objectives, and policies of the City of Windsor Official Plan. Therefore, no Official Plan Amendment is required for this development proposal

City of Windsor Intensification Guidelines June 2022

A desire of the provincial government is the delivery of a broader mix of housing types, including housing that is more affordable than the traditional housing stock.

Among the City's intensification priority areas is new development in "stable and mature neighbourhoods".

The guidelines note that in many of Windsor's neighbourhoods there is a diversity of building forms, housing types, streetscapes, and landscape features. Diversity is an element to be celebrated as a defining factor within each of these neighbourhoods. The proposed 2-storey 8-unit building adds to the diversity of housing options in the mature neighbourhood.

The exterior building materials employing a combination of brick, stone and metal siding are in keeping with building materials used on other buildings in the area.

The original intention was to set the building off the front property line consistent with the setback of the homes to the north with the parking are in the rear. However, City

staff advised that they will not support a development having its parking access off the alley. Therefore, an increased front yard setback is necessary to provide on-site parking for residents and visitors.

A general guideline is to "*ensure new development is compatible with adjacent and neighbouring development by siting and massing new buildings to avoid undue adverse impacts on adjacent properties particularly in regard to adequate privacy conditions for residential buildings and their outdoor amenity areas"*.

The proposed 2-storey 8-unit building has been designed so that units primarily face the street or to the alley at the rear thus not facing directly into the residential property adjacent to the north of the property. The front of the proposed building being setback circa the rear of the home adjacent to the north (241 Salter Avenue) will have minimal impact to the rooftop solar panels on the south face of the roof of the home at 241 Salter Avenue.

The majority of the City's Intensification Guidelines support the proposed 2-storey 8-unit building on the Subject Property.

5.0 Zoning By-law

The subject property is in the Residential District 2.2 (RD2.2) zoning category in City of Windsor Comprehensive Zoning By-law 8600. The RD2.2 zone category permits:

- One Duplex Dwelling
- One Semi-Detached Dwelling
- One single unit dwelling

The proposal to develop a 2 storey 8 unit building on the Subject property does not comply with the building regulations of the RD2.2 zone, therefore a zoning by-law amendment is required to facilitate the proposal.

We propose a site-specific zoning by-law amendment based on the Residential District 3.2 (RD3.2) zone category will be the basis of an application. The RD3.2 zone category permits a Multiple Dwelling. The provisions in subsection 12.2.5 would require an amendment to the minimum lot frontage in subsection 12.2.5.1 from the required 30 metres to 23.3 metres. Additionally, the following amendments to portions of Zoning By-law 8600 are required to facilitate this proposal:

- Table 24.20.5.1 requires 10 parking spaces whereas 9 are proposed.
- Section 24.26.5 parking spaces are prohibited in a required front yard.
- Section 24.28.1.3.1 proposed paved area in the required front yard slightly exceeds the maximum allowed 50% by approximately 5%.
- Section 24.30.20.3.2 bicycle parking spaces are prohibited in a required yard, and the proposal is for them to be in the rear yard setback.

6.0 Site Suitability

The site is ideally suited to be developed for a 2 storey 8-unit multiple dwelling building with on-site parking for the following reasons:

- The land area is sufficient to accommodate the proposed development.
- The intensification of the Subject Property is in keeping with the need for apartment units to meet the needs of intended future users.
- The property is generally level which is conducive to easy vehicular movements.
- The property is fully serviced which provides for drainage through the municipal system.
- There are no natural or man-made impediments to construction.
- There are no identified environmental concerns from the proposed use of the property.
- The property is within walking distance to local shopping, a public library, banks, and active and passive public recreation areas.

7.0 Compatibility

The City of Windsor Intensification Guidelines June 2022 define compatibility as"

"Compatible development means development that may not necessarily be the same or similar to the existing buildings in the vicinity, but, nonetheless, enhances an established community and coexists with existing development without causing any undue adverse impact on surrounding properties."

Essentially, the City's Intensification Guidelines endorse development that will coexist without undue, adverse impact on surrounding properties. The proposed 2-storey 8-unit building has been designed so that units primarily fact the street or to the alley at the rear thus not facing directly into the residential property adjacent to the north of the property.

The proposed 2 storey 8- unit multiple dwelling development is compatible with the surrounding area in terms of scale, massing, and height. The Official Plan defines the proposed development as Low Profile which is in keeping with other structures in the surrounding neighbourhood. There are several similar situations with 2 storey buildings adjacent to single storey residences in the surrounding neighbourhood.

8.0 Good Planning

The proposal represents good planning for the following reasons:

- The proposal will contribute positively to Windsor's needed rental housing stock.
- The development represents efficient use of land in a compact form that minimizes land consumption and makes efficient use of existing public services.
- The development is transit supportive providing the opportunity for future residents to make optimum use of nearby public transit.
- The development contributes to the provision of an appropriate mix of housing options for Windsor residents.
- The location in an established residential neighbourhood gives future residents ample opportunity to access nearby community amenities.
- The proposed development meets the City's locational requirements: being on local roads; on full municipal services; adequate community services; and proximity to public transit.

The fact that the proposal is supported by both provincial and municipal planning policy, and the site is suitable for the intended use on several criteria attests to the fact that the proposal represents good planning.

9.0 Supporting Study Findings

Stage 1 & 2 Archaeological Assessment, Bluestone Research 2004 Ltd., dated August 16, 2024. The analysis and conclusions in the archaeological report state:

"*The Stage 1 and Stage 2 archaeological assessment was carried out in accordance with the MCM's Standard's and Guidelines for Consultant Archaeologist's Government of Ontario 2011). The assessment consisted of a test pit survey at 5 metre intervals for approximately 50% of the study area. No archaeological resources were identified. As no archaeological resources were found on the study area (249 and 257 Salter Avenue, Ontario (Historic Lot 76), Windsor, County of Essex, Ontario), no further archaeological assessment is required.*

Parking Study prepared by RC Spencer Associates Inc. dated March 2025 concludes:

"Accordingly, it is the engineer's opinion that the proposed on-site parking supply of 9 vehicle parking spaces and 12 bicycle parking spaces should adequately accommodate the peak parking demand generated by the subject (8-unit) low-rise residential development proposal."

Open House

The proponent organized and held an open house on Saturday March 22, 2025, from 1:pm to 3:pm at the Quality Inn & Suites Downtown (675 Goyeau St., Windsor). The

purpose of the open house was to introduce the project to the public and obtain feedback. Display boards depicting the site and building design were on display.

The open house was attended by two representatives of the owner, the owner's planning consultant, and two representatives from the City's Planning Department who were on hand to observe.

A total of six members of the public attended the open house, all signed into the event, however no comment sheets were filled out and left at the open house, and to date none have been received by any other form of communication.

The owner of the property adjacent to the north (241 Salter Avenue) attended the open house, as did the owner of the property of the home at 235 Salter Avenue being immediately north of 241 Salter Avenue.

Discussions with the two owners of homes on Salter Avenue focused on anticipated timing of the project and any potential impacts to the adjacent property. The owner at 241 Salter Avenue expressed concern regarding potential privacy invasion where the owners advised that balconies are oriented to the east and west thus providing minimal views onto the neighbouring properties. The parties agreed that windows facing the adjacent property is unavoidable as they are required to facilitate habitable rooms within the proposed dwelling units.

A copy of the open house sign-in sheet is attached as Appendix "A" to this report.

10 Conclusion

The proposal to develop the Subject Property for a 2 storey 8-unit residential building with limited on-site parking at this infill location within an established residential neighbourhood should be supported and approved by the City of Windsor for the following reasons:

- Is consistent with the Provincial Planning Statement 2024.
- meets the intent and purpose of applicable City Official Plan policies.
- is in keeping with the Community Strategic Plan that supports the local economy.
- the site is physically suitable to the proposed use.
- the proposed low-profile building is compatible with the surrounding neighbourhood and will contribute to the acute need for housing in Windsor.
- does not impact the private use and enjoyment of neighbouring properties.
- will not have any negative natural environment impacts.
- will not have any negative impacts on municipal services; and,
- will have a favourable positive impact on the City's economic environment.

For the above reasons, it is appropriate for the City of Windsor to approve a Zoning By-law Amendment application to permit eight (8) dwelling units within a multiple dwelling building on the subject property.

HRK REALTY SERVICES LTD.

Harold R Kersey
_____

Date: April 25, 2025

Harold R. Kersey, RPP

APPENDIX "A"

SIGN-IN SHEET FROM MARCH 22, 2025 OPEN HOUSE

OPEN HOUSE
0 SALTER AVENUE, CITY OF WINDSOR
SIGN-IN ATTENDANCE RECORD

NAME	ADDRESS	PHONE	EMAIL ADDRESS
Wendy Dupont	378 Crawford	226 787 2281	pbart. cogeco
[illegible]	378 CRAWFORD	519 992 7557	
* Marco Tonin	235 Salter Ave	647-669-1201	
* RICHARD DESJARDINS	241 SALTER	647 501 0813	
BRIAN TOPPE	245 CRAWFORD	519-252-5173	
E CRAWLEY	354 CRAWFORD	519-977-7041	

Stage 1 Archaeological Background Study and Stage 2 Archaeological Property Assessment at 249 and 257 Salter Avenue, Windsor, County of Essex, Ontario

Submitted to

Sterling Ridge Residential Inc.
6260 Westar Drive,
Windsor, Ontario, N9J 0B5

and

Ministry of Citizenship and Multiculturalism

Prepared by

Bluestone Research 2004 Ltd.

Report Type: Original
Archaeological License Number Allan Morton P229,
PIF P229-0155-2024

16 August 2024

Table of Contents

1.0 PROJECT CONTEXT 4
1.1 DEVELOPMENT CONTEXT 4
1.1.1 Objectives 4
1.2 HISTORICAL CONTEXT 5
1.2.1 Historic Euro-Canadian Resources 8
1.3 ARCHAEOLOGICAL CONTEXT 8
1.3.1 The Natural Environment 9
1.3.2 Previously Known Archaeological Sites and Surveys 10
1.3.3 Summary of Past Archaeological Investigations within 50m 11
1.3.4 Archaeological Potential 11

2.0 FIELD METHODS 13

3.0 RECORD OF FINDS 14

4.0 ANALYSIS AND CONCLUSIONS 15

5.0 RECOMMENDATIONS 16

6.0 ADVICE ON COMPLIANCE WITH LEGISLATION 17

7.0 BIBLIOGRAPHY AND SOURCES 18

8.0 IMAGES 20
8.1 PHOTOGRAPHS 20

9.0 MAPS 23

LIST OF FIGURES

Figure 1: Topographic Map of Study Area..... 9.1
Figure 2: Study Area Location..... 9.2
Figure 3: Study Area, Detailed..... 9.3
Figure 4: Legal Plan (Proponent)..... 9.4
Figure 5: McNiff Survey, 1798..... 9.5
Figure 6: Patent Plan..... 9.6
Figure 7: Historic Map of Essex County, 1860..... 9.7
Figure 8: Illustrated Historical Atlas of Essex County, 1881..... 9.8
Figure 9: Air Photograph 1949..... 9.9
Figure 10 Air Photograph 1952..... 9.10
Figure 11: Assessment Strategies..... 9.11
Figure 12: Photograph Locations..... 9.12

Executive Summary

Bluestone Research 2004 Ltd. was retained by HRK Realty Services Ltd. to complete a Stage 1 Archaeological Background Study and Stage 2 Archaeological Property Assessment at 249 and 257 Salter Avenue, Ontario (Historic Lot 76), Windsor, County of Essex, Ontario in advance of development. The study area measures approximately 0.14 hectares in size.

In accordance with Section 1.3.1 of the Ministry of Citizenship and Multiculturalism (MCM) 2011 *Standards and Guidelines for Consultant Archaeologists* (Government of Ontario 2011), the Stage 1 archaeological assessment at 249 and 257 Salter Avenue determined that the study area exhibits potential for the identification and recovery of archaeological resources and a Stage 2 archaeological assessment was recommended.

The Stage 2 assessment was conducted on 02 August 2024 under archaeological consulting license P229 issued to Allan Morton, of Bluestone by the MCM. Of the approximate total area of 1,000 square metres, 500 square metres was disturbed by a parking lot. The assessment consisted of a test pit survey at 5 metre intervals for approximately 50% of the study area. No archaeological resources were identified during the Stage 2 archaeological assessment of the study area.

The MCM is asked to review the results presented and accept this report into the Ontario Public Register of Archaeological Reports.

Project Personnel

Licensed Archaeologist:	Allan Morton, PhD (P229)
Project Manager:	Allan Morton, PhD (P229)
Licensed Field Director:	Allan Morton, PhD (P229)
Field Technicians:	Gavin Morton, Christopher Thompson, Linsy Sheppard
Report Writer:	Allan Morton, PhD (P229) Gavin Morton
Senior Review:	Marie Morton, MA (P188)

Acknowledgements;

Proponent Contact:	Hal Kersey, HRK Realty Services Ltd.
Ministry of Citizenship and Multiculturalism:	Robert von Bitter, Archaeological Sites Database Coordinator

1.0 PROJECT CONTEXT

1.1 DEVELOPMENT CONTEXT

Bluestone Research was retained by HRK Realty Services Ltd. to complete a Stage 1 Archaeological Background Study and Stage 2 Archaeological Property Assessment at 249 and 257 Salter Avenue, Ontario (Historic Lot 76), Windsor, County of Essex, Ontario in advance of development. The study area measures approximately 0.1 hectares (1,000 square metres) in size.

Permission to enter the study area and document archaeological resources was provided by Hal Kersey, HRK Realty Services Ltd.

1.1.1 Objectives

In compliance with the provincial standards and guidelines set out in the MCM 2011 *Standards and Guidelines for Consultant Archaeologists* (Government of Ontario 2011), the objectives of the Stage 1 Archaeological Overview/Background Study are as follows:

- To provide information about the study area's geography, history, previous archaeological fieldwork, and current land conditions;
- To evaluate in detail the study area's archaeological potential which will support recommendations for Stage 2 survey for all or parts of the property; and
- To recommend appropriate strategies for Stage 2 survey.

To meet these objectives Bluestone archaeologists employed the following research strategies:

- A review of relevant archaeological, historic and environmental literature pertaining to the study area;
- A review of the land use history, including pertinent historic maps;
- An examination of the Ontario Archaeological Sites Database (ASDB) to determine the presence of known archaeological sites in and around the project area.

The objective of the Stage 2 assessment was to provide an overview of archaeological resources on the property and to determine whether any of the resources might be archaeological sites with cultural heritage value or interest and to provide specific direction for the protection, management and/or recovery of these resources. In compliance with the provincial standards and guidelines set out in the MCM's 2011

Standards and Guidelines for Consultant Archaeologists (Government of Ontario 2011), the objectives of the Stage 2 Property Assessment are as follows:

- To document all archaeological resources within the study area;
- To determine whether the study area contains archaeological resources requiring further assessment; and
- To recommend appropriate Stage 3 assessment strategies for archaeological sites identified.

1.2 HISTORICAL CONTEXT

The study area consists of approximately 0.1 hectares of manicured lawn and parking lot.

Pre and early Post-contact Aboriginal Resources

Our knowledge of past First Peoples settlement and land use in Simcoe County is incomplete. Nonetheless, using province-wide (MCCR 1997) and region-specific archaeological data, a generalized cultural chronology for native settlement in the area can be proposed. The following paragraphs provide a basic textual summary of the known general cultural trends and a tabular summary appears in Table 1.

The Paleoindian Period

The first human populations to inhabit Ontario came to the region between 12,000 and 10,000 years ago, coincident with the end of the last period of glaciation. Climate and environmental conditions were significantly different then they are today; local environs would not have been welcoming to anything but short-term settlement. Termed Paleoindians by archaeologists, Ontario first peoples would have crossed the landscape in small groups (i.e., bands or family units) searching for food, particularly migratory game species. In the area, caribou may have provided the staple of the Paleoindian diet, supplemented by wild plants, small game, birds and fish. Given the low density of populations on the landscape at this time and their mobile nature, Paleoindian sites are small and ephemeral. They are usually identified by the presence of fluted projectile points and other finely made stone tools.

Table 1: Cultural Chronology for Native Settlement within Ontario County

Period			Time Range (circa)	Diagnostic Features	Complexes
Paleoindian	Early		9000 – 8400 B.C.	fluted projectile points	Gainey, Barnes, Crowfield
	Late		8400 – 8000 B.C.	non-fluted and lanceolate points	Holcombe, Hi-Lo, Lanceolate
Archaic	Early		8000 – 6000 B.C.	serrated, notched, bifurcate base points	Nettling, Bifurcate Base Horizon
	Middle		6000 – 2500 B.C.	stemmed, side & corner notched points	Brewerton, Otter Creek, Stanly/Neville
	Late		2000 – 1800 B.C.	narrow points	Lamoka
			1800 – 1500 B.C.	broad points	Genesee, Adder Orchard, Perkiomen
			1500 – 1100 B.C.	small points	Crawford Knoll
	Terminal		1100 – 850 B.C.	first true cemeteries	Hind
Woodland	Early		800 – 400 B.C.	expanding stemmed points, Vinette pottery	Meadowood
	Middle		400 B.C. – A.D. 600	thick coiled pottery, notched rims; cord marked	Couture
	Late	Western Basin	A.D. 600 – 900	Wayne ware, vertical cord marked ceramics	Riviere au Vase-Algonquin
			A.D. 900 – 1200	first corn; ceramics with multiple band impressions	Young- Algonquin
			A.D. 1200 – 1400	longhouses; bag shaped pots, ribbed paddle	Springwells-Algonquin
			A.D 1400-1600	villages with earthworks; Parker Festoon pots	Wolf- Algonquin
Contact		Aboriginal	A.D. 1600 – 1700	early historic native settlements	Neutral Huron, Odawa, Wenro
		Euro-Canadian	A.D. 1700-1760	fur trade, missionization, early military establishments	French
			A.D. 1760-1900	Military establishments, pioneer settlement	British colonials, UELs

Archaic

The archaeological record of early native life in Southern Ontario indicates a change in lifeways beginning circa 10,000 years ago at the start of what archaeologists call the Archaic Period. The Archaic populations are better known than their Paleoindian

predecessors, with numerous sites found throughout the area. The characteristic projectile points of early Archaic populations appear similar in some respects to early varieties and are likely a continuation of early trends. Archaic populations continued to rely heavily on game, particularly caribou, but diversified their diet and exploitation patterns with changing environmental conditions. A seasonal pattern of warm season riverine or lakeshore settlements and interior cold weather occupations has been documented in the archaeological record. Since the large cold weather mammal species that formed the basis of the Paleoindian subsistence pattern became extinct or moved northward with the onset of warmer climate, Archaic populations had a more varied diet, exploiting a range of plant, bird, mammal and fish species. Reliance on specific food resources like fish, deer and nuts becomes more pronounced through time and the presence of more hospitable environs and resource abundance led to the expansion of band and family sizes. In the archaeological record, this is evident in the presence of larger sites and aggregation camps, where several families or bands would come together in times of resource abundance. The change to more preferable environmental circumstances led to a rise in population density. As a result, Archaic sites are more abundant than those from the earlier period. Artifacts typical of these occupations include a variety of stemmed and notched projectile points, chipped stone scrapers, ground stone tools (e.g. celts, adzes) and ornaments (e.g. bannerstones, gorgets), bifaces or tool blanks, animal bone and waste flakes, a by-product of the tool making process.

Woodland Period

Significant changes in cultural and environmental patterns are witnessed in the Woodland Period (circa 950 B.C to historic times). The coniferous forests of earlier times were replaced by stands of mixed and deciduous species. Occupations became increasingly more permanent in this period, culminating in major semi-permanent villages by 1,000 years ago. Archaeologically, the most significant changes by Woodland times are the appearance of artifacts manufactured from modeled clay and the construction of house structures. The Woodland Period is often defined by the occurrence of pottery, storage facilities and residential areas similar to those that define the incipient agricultural or Neolithic period in Europe. The earliest pottery was rather crudely made by the coiling method and house structures were simple enclosures.

Iroquoian Period

The primary Late Woodland occupants of the area were the Neutral Nation, an Iroquoian speaking population described by European missionaries. Like other known Iroquoian groups including the Huron (Wendat) and Petun, the Neutral practiced a system of intensive horticulture based on three primary subsistence crops (corn, beans and squash). Neutral villages incorporated a number of longhouses, multi-family dwellings that contained several families related through the female line. The Jesuit Relations describe several Neutral centers in existence in the 17th century, including a number of sites where missions were later established. While precontact Neutral sites may be identified by a predominance of well-made pottery decorated with various simple and geometric motifs, triangular stone projectile points, clay pipes and ground stone implements, sites post-dating European contact are recognized through the appearance of various items of European manufacture. The latter include materials acquired by trade (e.g., glass beads, copper/brass kettles, iron axes, knives and other metal implements) in addition to the personal items of European visitors and Jesuit priests (e.g., finger rings, stoneware, rosaries, glassware). The Neutral were dispersed and their population decimated by the arrival of epidemic European diseases and inter-tribal warfare.

1.2.1 Historic Euro-Canadian Resources

249 and 257 Salter Avenue are currently located on Lots 8 and 9 in the County of Essex, Windsor, Ontario. The historic lot number is Lot 76, Concession 2, Essex County, Windsor, Ontario. The land registry records for historic Lot 76 could not be located. However, in a historic patent plan, the owner of Lot 76 can be identified as A. Benetan. Nobody with the surname “Benetan” could be located in any 19th century Canadian census records.

1.3 ARCHAEOLOGICAL CONTEXT

The study area consists of approximately 0.05 hectares of manicured grass area and 0.05 hectares of an asphalt covered parking lot. There are several trees on the west side of the grassy area, and a line of bushes borders the grass on the north side. The study area is bordered by Salter Avenue to the east, another parking lot to the south, a public lane to the west, and a residence to the north.

1.3.1 The Natural Environment

The subject property is located in the St. Clair Clay Plains physiographic region of southern Ontario (Chapman and Putnam 1984). The area lies between 575 and 700 feet above sea level. The Essex County Plain is essentially a till plain overlying the Cincinnati arch, which is a low swell in the bedrock of the area. The surface drainage of the plain is nearly all northward to Lake St. Clair. According to the researchers, the prevailing soil type is Brookston clay loam, a dark-surfaced gleisolic soil developed under a swamp forest of elm, black and white ash, silver maple, and other moisture-loving trees. Numerous undrained areas where peat and muck have accumulated. Most of the Essex Plain is imperfectly drained – so much so that drainage ditches and tile underdrains have been installed to improve conditions and enable agriculture.

The soil survey of Essex County categorizes the soil in the study area as Brookston clay loam. This soil is dark clay loam over mottled and blue-grey gritty clay and clay loam with few stones. The Ac horizon is 6-8 inches of dark grey brown clay; medium granular structure; sticky when wet; almost stone free. The GA_2 horizon is 6 inches of grey drab clay with yellow brown mottlings; fine to medium nuciform structure; sticky when wet. The G_1 horizon is 18 inches of grey clay with yellow brown mottling and a coarse blocky structure. Horizon G_2 is 6- inches of grey to light grey clay; mottling less intense than in G_1 with very coarse blocky to massive structure. The C horizon is a heavy calcareous clay till; grey to light grey in colour. It is gritty and contains shale and limestone fragments. (Caldwell and Morwick 1949: 35)

This soil is considered as being poorly drained. Poorly-drained soils are not considered suitable for pre-contact Aboriginal agriculture.

Potable water is the single most important resource for any extended human occupation or settlement and since water sources in southwestern Ontario have remained relatively stable over time, proximity to drinkable water is regarded as a useful index for the evaluation of archaeological site potential. In fact, distance to water is one of the most commonly used variables for predictive modeling of archaeological site location in Ontario. The closest potable water source is the Detroit River located 240 metres to the north.

1.3.2 Previously Known Archaeological Sites and Surveys

In order to compile an inventory of archaeological resources, the registered archaeological site records kept by the MCM were consulted. In Ontario, information concerning archaeological sites stored in the archaeological sites database is maintained by the MCM. This database contains archaeological sites registered according to the Borden system. Under the Borden system, Canada is divided into grid blocks based on latitude and longitude. A Borden Block is approximately 13 kilometres east to west and approximately 18.5 kilometres north to south. Each Borden Block is referenced by a four-letter designator and sites within a block are numbered sequentially as they are found. The study area under review is within Borden Block AbHs.

Information concerning specific site locations is protected by provincial policy, and is not fully subject to the *Freedom of Information and Protection of Privacy Act*. The release of such information in the past has led to looting or various forms of illegally conducted site destruction. Confidentiality extends to all media capable of conveying location, including maps, drawings, or textual descriptions of a site location. The MCM will provide information concerning site location to the party or an agent of the party holding title to a property, or to a licensed archaeologist with relevant cultural resource management interests.

An examination of the archaeological sites database (ASDB) has shown that there are four archaeological sites registered within a one-kilometre radius of the study area (Sites Data Search, 01 August 2024; Government Ontario n.d.). Table 2 summarizes the registered archaeological sites within one-kilometre of the study area. The listed sites do not fall within the study area.

Table 2: Registered Archaeological Sites within One Kilometre of the Study Area

Borden Number	Site Name	Time Period	Affinity	Site Type	Current Development Review Status
AbHs-90	Windsor CPR Station	Post-Contact	Euro-Canadian	Railway	Further CHVI
AbHs-15	-	Post-Contact	Euro-Canadian	House, Midden, Settlement	-
AbHs-14	-	Post-Contact	Euro-Canadian, French	House, Military	Further CHVI
AbHs-13	-	Post-Contact	Euro-Canadian	Depot, Railway	-

1.3.3 Summary of Past Archaeological Investigations within 50m

There have been no documented archaeological investigations within 50 metres of the subject property. It should be noted that the Ministry of Citizenship and Multiculturalism currently does not provide an inventory of archaeological assessments carried out within 50 metres of a property, so a complete inventory of assessments on lands adjacent to the subject property cannot be provided.

1.3.4 Archaeological Potential

Archaeological potential is established by determining the likelihood that archaeological resources may be present on a subject property. Bluestone applied archaeological potential criteria commonly used by MCM (Government of Ontario 2011) to determine areas of archaeological potential within the region under study. These variables include proximity to previously identified archaeological sites, distance to various types of water sources, soil texture and drainage, glacial geomorphology, elevated topography and the general topographic variability of the area.

Distance to modern or ancient water sources is generally accepted as the most important determinant of past human settlement patterns and, considered alone, may result in a determination of archaeological potential. However, any combination of two or more other criteria, such as well-drained soils or topographic variability, may also indicate archaeological potential. Finally, extensive land disturbance can eradicate archaeological potential (Wilson and Horne 1995).

Recommendations

As discussed above, distance to water is an essential factor in archaeological potential modeling. When evaluating distance to water it is important to distinguish between water and shoreline, as well as natural and artificial water sources, as these features affect sites locations and types to varying degrees. The MCM categorizes water sources in the following manner:

- Primary water sources: lakes, rivers, streams, creeks;
- Secondary water sources: intermittent streams and creeks, springs, marshes and swamps;
- Past water sources: glacial lake shorelines, relic river or stream channels, cobble beaches, shorelines of drained lakes or marshes; and
- Accessible or inaccessible shorelines: high bluffs, swamp or marshy lake edges, sandbars stretching into marsh.

The closest potable water source is the Detroit River located 240 metres to the north. Soil texture can be an important determinant of past settlement, usually in combination with other factors such as topography. As indicated previously, the soils within the study area are poorly-drained. These soils are not considered suitable for pre-contact Aboriginal agriculture.

An examination of the ASDB has shown that there are four archaeological sites registered within a one-kilometer radius of the study area; and they are not located within the study area.

For Euro-Canadian sites, archaeological potential can be extended to areas of early Euro-Canadian settlement, including places of military or pioneer settlements; early transportation routes; and properties listed on the municipal register or designated under the *Ontario Heritage Act* or property that local histories or informants have identified with possible historical events. The historic mapping demonstrates that the study area and its environs were occupied by Euro-Canadian settlers by the mid 19th century. Much of the established road system and agricultural settlement from that time is still visible today.

When the above-listed criteria are applied to the study area, the archaeological potential for pre-contact Aboriginal, post-contact Aboriginal, and Euro-Canadian sites is deemed to be high. Thus, in accordance with Section 1.3.1 of the MCM' 2011 *Standards and*

Guidelines for Consultant Archaeologists (Government of Ontario 2011), the Stage 1 archaeological assessment of the study area has determined that it has potential for the identification and recovery of archaeological resources and a Stage 2 archaeological assessment is recommended.

2.0 FIELD METHODS

The Stage 2 assessment was conducted on 02 August 2024 under archaeological consulting license P229 issued to Allan Morton, of Bluestone by the MCM. Of the approximate total area of 1,000 square metres, 500 square metres was disturbed by a asphalt parking lot. The assessment consisted of a test pit survey at 5 metre intervals for approximately 50% of the study area. Each test pit was approximately 30 centimeters in diameter and excavated five centimeters into sterile subsoil. The soils and test pits were then examined for stratigraphy, cultural features, or evidence of fill. All soil was screened through six millimeter (mm) mesh hardware cloth to facilitate the recovery of small artifacts and then used to backfill the pit. The shovel test pits would have been excavated to within 1 metre of structures.

Inspection of the asphalt parking lot indicated a well-structured surface that was free from pot holes and vehicle-worn undulations that would result from improper installation. The solid surface indicates that during construction, topsoil would have been removed, a gravel layer laid down and compacted, followed by the asphalt layer. The asphalt section therefore has no archaeological potential.

Figure 11 provides an illustration of the Stage 2 assessment strategies. Photograph locations and directions are shown in Figure 12. No further archaeological methods were employed since no artifacts were recovered during the test pit survey.

During the Stage 2 survey, assessment conditions were appropriate for fieldwork and at no time were the field, weather, or lighting conditions detrimental to the recovery of archaeological material (Table 3). Test pitting at 5-meter intervals was employed throughout the area of archaeological potential illustrated in Figure 8. Photos 1 to 8 confirm that field conditions met the requirements for a Stage 2 archaeological

assessment, as per the MCM 2011 *Standards and Guidelines for Consultant Archaeologists* (Section 7.8.6 Standard 1a; Government of Ontario 2011).

Table 3: Field and Weather Conditions

Date	Activity	Weather	Field Conditions
02 August 2024	Test Pit survey	Warm sunny	Dry Soil

3.0 RECORD OF FINDS

The Stage 2 archaeological assessment was conducted employing the methods described in Section 2.0. An inventory of the documentary record generated by fieldwork is provided in Table 4 below. No archaeological resources were identified during the Stage 2 archaeological assessment of the study area.

Table 4: Inventory of Documentary Record

Document Type	Current Location of Document Type	Additional Comments
1 Page of field notes	Bluestone office, York Region	In original field book and photocopied in project file
1 Hand drawn map	Bluestone office, York Region	In original field book and photocopied in project file
1 map provided by Client	Bluestone office, York Region	Hard and digital copies in project file
Digital photographs	Bluestone office, York Region	Stored digitally in project file

4.0 ANALYSIS AND CONCLUSIONS

The Stage 1 and Stage 2 archaeological assessment was carried out in accordance with the MCM's *Standard's and Guidelines for Consultant Archaeologist's* Government of Ontario 2011). The assessment consisted of a test pit survey at 5 metre intervals for approximately 50% of the study area. No archaeological resources were identified. As no archaeological resources were found on the study area (249 and 257 Salter Avenue, Ontario (Historic Lot 76), Windsor, County of Essex, Ontario), no further archaeological assessment is required.

5.0 RECOMMENDATIONS

The assessment consisted of a test pit survey at 5 metre intervals for approximately 50% of the study area. No archaeological resources were identified on the subject property. As no archaeological resources were found on the study area, no further archaeological assessment of the property (249 and 257 Salter Avenue, Ontario (Historic Lot 76), Windsor, County of Essex, Ontario) is required.

Notwithstanding the results and recommendations presented in this study, Bluestone Research notes that no archaeological assessment, no matter how thorough or carefully completed, can necessarily predict, account for, or identify every form of isolated or deeply buried archaeological deposit. In the event that archaeological remains are found during subsequent construction activities, the consultant archaeologist, approval authority, and the Cultural Programs Unit of the MCM should be immediately notified.

6.0 ADVICE ON COMPLIANCE WITH LEGISLATION

This report is submitted to the Ministry of Citizenship and Multiculturalism as a condition of licensing in accordance with Part VI of the *Ontario Heritage Act*, R.S.O. 1990, c 0.18. The report is reviewed to ensure that it complies with the standards and guidelines that are issued by the Minister, and that the archaeological fieldwork and report recommendations ensure the conservation, protection and preservation of the cultural heritage of Ontario. When all matters relating to archaeological sites within the project area of a severance proposal have been addressed to the satisfaction of the MCM, a letter will be issued by the ministry stating that there are no further concerns with regard to alterations to archaeological sites by the proposed severance.

It is an offence under Sections 48 and 69 of the *Ontario Heritage Act* for any party other than a licensed archaeologist to make any alteration to a known archaeological site or to remove any artifact or other physical evidence of past human use or activity from the site, until such time as a licensed archaeologist has completed fieldwork on the site, submitted a report to the Minister stating that the site has no further cultural heritage value or interest, and the report has been filed in the Ontario Public Register of Archaeological Reports referred to in Section 65.1 of the *Ontario Heritage Act*.

Should previously undocumented archaeological resources be discovered, they may be a new archaeological site and therefore subject to Section 48(1) of the *Ontario Heritage Act*. The proponent or person discovering the archaeological resources must cease alteration of the site immediately and engage a licensed consultant archaeologist to carry out archaeological fieldwork, in compliance with Section 48(1) of the *Ontario Heritage Act*.

The *Cemeteries Act*, R.S.O. 1990 c. C.4 and the *Funeral, Burial and Cremation Services Act*, 2002, S.O. 2002, c.33 (when proclaimed in force) require that any person discovering human remains must notify the police or coroner and the Registrar of Cemeteries at the Ministry of Consumer Services.

Archaeological sites recommended for further archaeological fieldwork or protection remain subject to Section 48(1) of the *Ontario Heritage Act* and may not be altered, or have artifacts removed from them, except by a person holding an archaeological license.

7.0 BIBLIOGRAPHY AND SOURCES

Adams, Nick. 1994. *Field Manual for Avocational Archaeologists in Ontario.* Ontario Archaeological Society Inc., Archaeological Stewardship Project.

Birch, Jennifer. 2015. Current Research on the Historical Development of Northern Iroquoian Societies. *Journal of Archaeological Research*, 22 (4).

Birch, Jennifer and Ronald F. Williamson. 2013. *The Mantle Site: An Archaeological History of an Ancestral Huron Wendat Community.* Lanham: Altamira Press.

Chapman, Lyman John and Donald F. Putnam. 1984. *The Physiography of Southern Ontario.*3rd ed. Ontario Geological Survey Special Volume 2. Toronto: Ministry of Natural Resources.

Dermarker, Susan, Jennifer Birch, Termeh Shafie, John P. Hart, and Ronald F. Williamson. 2016. St. Lawrence Iroquoians and Pan-Iroquoian Social Network Analysis. Ontario Archaeology, 96: 87-103.

Ellis, Chris J. and Neal Ferris (editors). 1990. *The Archaeology of Southern Ontario to A.D. 1650.* Occasional Publication of the London Chapter, Ontario Archaeological Society, Number 5.

Feest, Johanna E. and Christian F. Feest 1978. The Ottawa. In Handbook of North Americ*an Indians.* Vol.15 Northeast, pp. 772-786. B.G. Trigger, ed. Washington: Smithsonian Institute.

Ferris, Neal. 2009. *The Archaeology of Native-Lived Colonialism: Challenging History in the Great Lakes*. Tucson: University of Arizona Press.

Fisher, W. Allen 1987. The Genesis of Barrie. Publisher W.A. Fisher

Gaudreau, Mariane and Louis Lesage. 2016. Understanding Ethnicity and Cultural Affiliation: Huron-Wendat and Anthropological Perspectives. Ontario Archaeology, 96: 6-16.

Gentilcore, Louis R. and C. Grant Head. 1984. *Ontario's History in Maps*. Toronto: University of Toronto Press.

Government of Ontario. 1990b. *Ontario Heritage Act*, R.S.O. 1990, CHAPTER O.18. Last amendment: 2009, c. 33, Sched. 11, s. 6.

Government of Ontario. 2011. *Standards and Guidelines for Consultant Archaeologists.* Toronto: Ministry of Tourism, Culture and Sport.

Government of Ontario. n.d. *Archaeological Sites Database Files*. Toronto: Archaeology Programs Unit, Ministry of Tourism, Culture and Sport.

J. H. Beers & Co. *1878 Illustrated Historical Atlas of Essex County, Ontario*

Kapyrka, Julie. 2018. Remembering Original Relationships: Mississauga and Wendat. Arch Notes, Ontario Archaeological Society, 23(1): 5-7.

Konrad, Victor. 1981. An Iroquois Frontier: the North Shore of Lake Ontario during the Late Seventeenth Century. *Journal of Historical Geography* 7(2).

Middleton, Jess Edgar and Fred Landon. 1927. *Province of Ontario – A History 1615 to 1927*. Toronto: Dominion Publishing Company.

Morris, J.L. 1943. *Indians of Ontario.*1964 reprint. Toronto: Department of Lands and Forests.

Caldwell, A.G. and F.F. Morwick
1949 Soil Survey of Essex County. N.R. Richards Experimental Farms Service, Guelph, Ontario.

Ramsden, Carole Nesmith. 1989. The Kirche Site: A 16th Century Huron Village in the Upper Trent Valley. *Occasional Papers in Northeastern Archaeology No. 1.* Dundas: Copetown Press.

Reid, C.S. 1975. Boys Site and the Early Ontario Iroquios Tradition. Mercury Series, University of Ottawa Press.

Rogers, Edward S. 1978. Southeastern Ojibwa.In *Handbook of North American Indians*, Vol. 15 Northeast, pp. 760-771. B.G. Trigger, ed. Washington: Smithsonian Institute Press.

Surtees, Robert J. 1986. *The Williams Treaties.* Treaties and Historical Research Centre, Indian and Northern Affairs Canada. Ottawa.

Trigger, Bruce G. 1978. Early Iroquoian Contacts with Europeans. In: Bruce G. Trigger (ed.). *Handbook of North American Indians, Volume 15*: Northeast. Pp. 344-356. Washington: Smithsonian Institution.

Wright, J.V. 1966. *The Ontario Iroquois Tradition.* National Museum of Canada, Ottawa.

8.0 IMAGES

8.1 PHOTOGRAPHS

Maps



Plate 1: Northwest corner of study area. Location assessed by shovel test pit survey in 5-metre intervals. View to the south.



Plate 2: Centre of study area showing parking lot. View to the south.

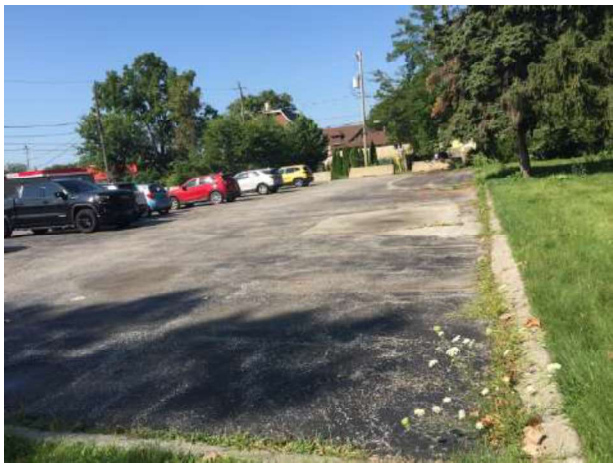


Plate 3: East centre of study area adjacent to Salter Avenue showing parking lot on left and manicured grass area on right. Grassed assessed by shovel test pit survey in 5-metre intervals. View to the west.

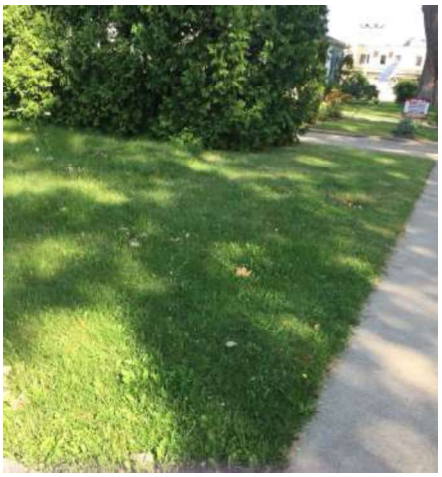


Plate 4: East centre of study area adjacent to Salter Avenue manicured grass area. Grassed assessed by shovel test pit survey in 5-metre intervals. View to the northwest.

Maps



Plate 5: East centre of study area adjacent to Salter Avenue manicured grass area. Grassed assessed by shovel test pit survey in 5-metre intervals. View to the west.



Plate 6: Centre of study area adjacent to Salter Avenue manicured grass area. Grassed assessed by shovel test pit survey in 5-metre intervals. View to the northwest.



Plate 7: West centre of study area. Location assessed by shovel test pit survey in 5-metre intervals. View to the east.



Plate 8: Typical shovel test pit in centre of grassed area.

9.0 MAPS

All maps will follow on succeeding pages.

Maps

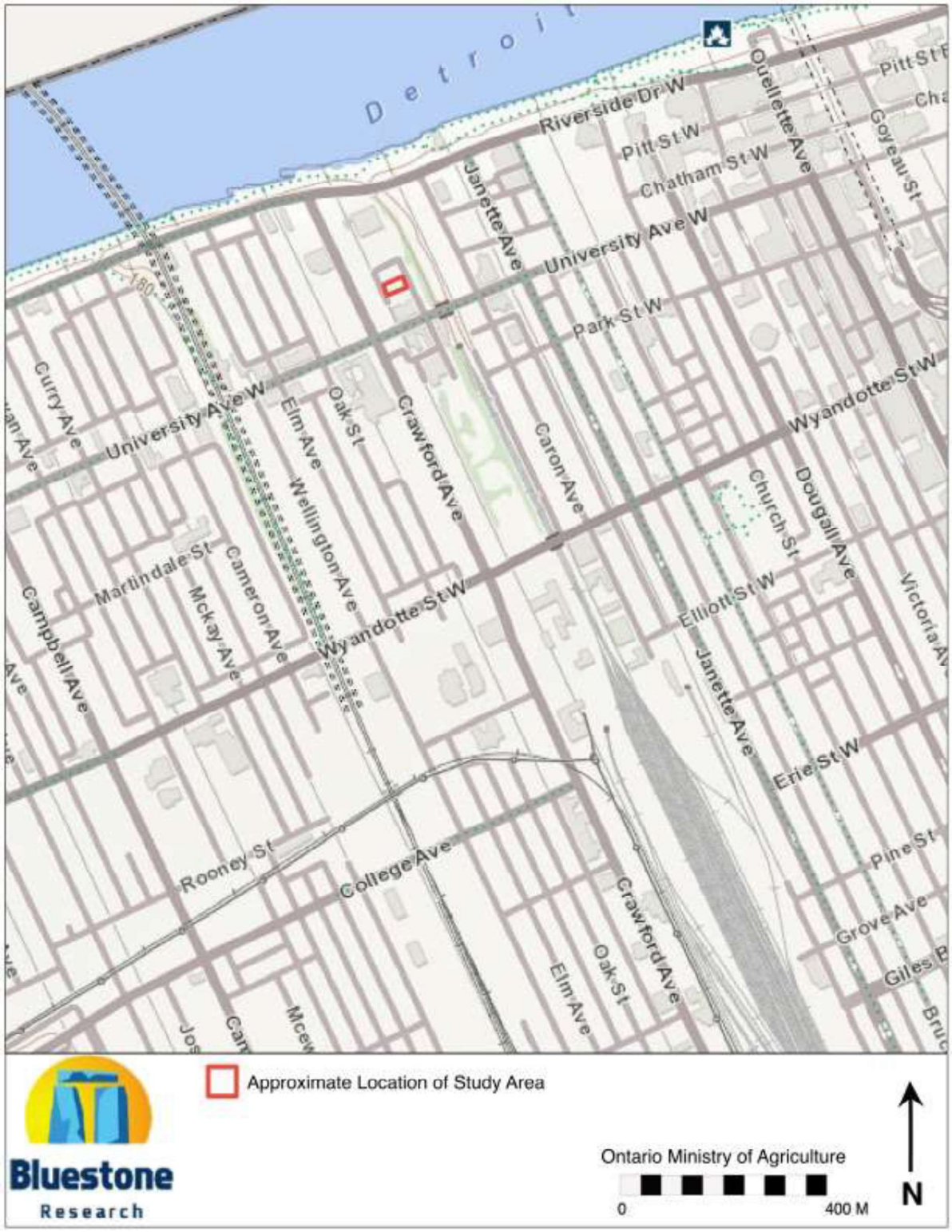


Figure 1: Topographic Map of Study Area

Maps

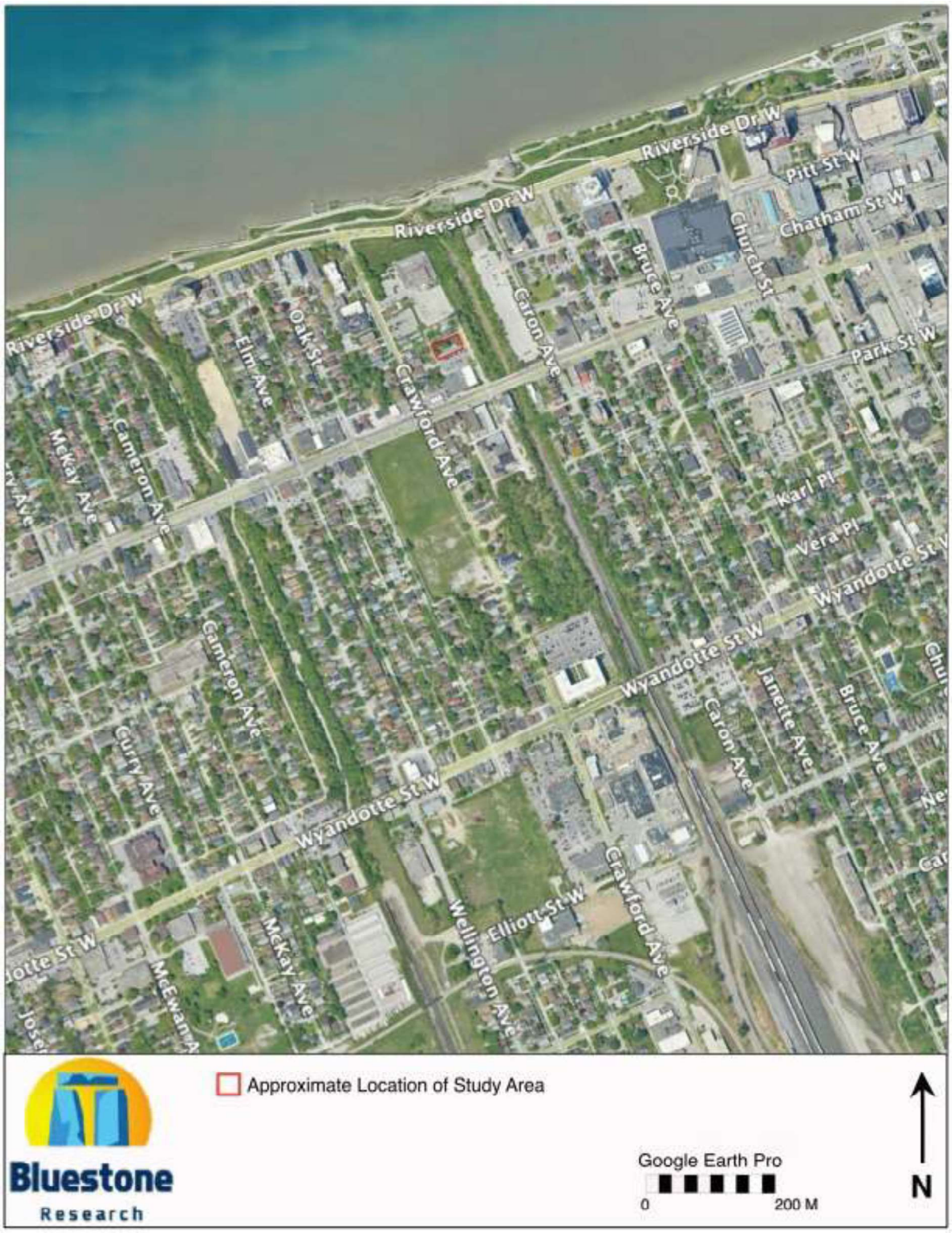


Figure 2: Study Area Location

Maps

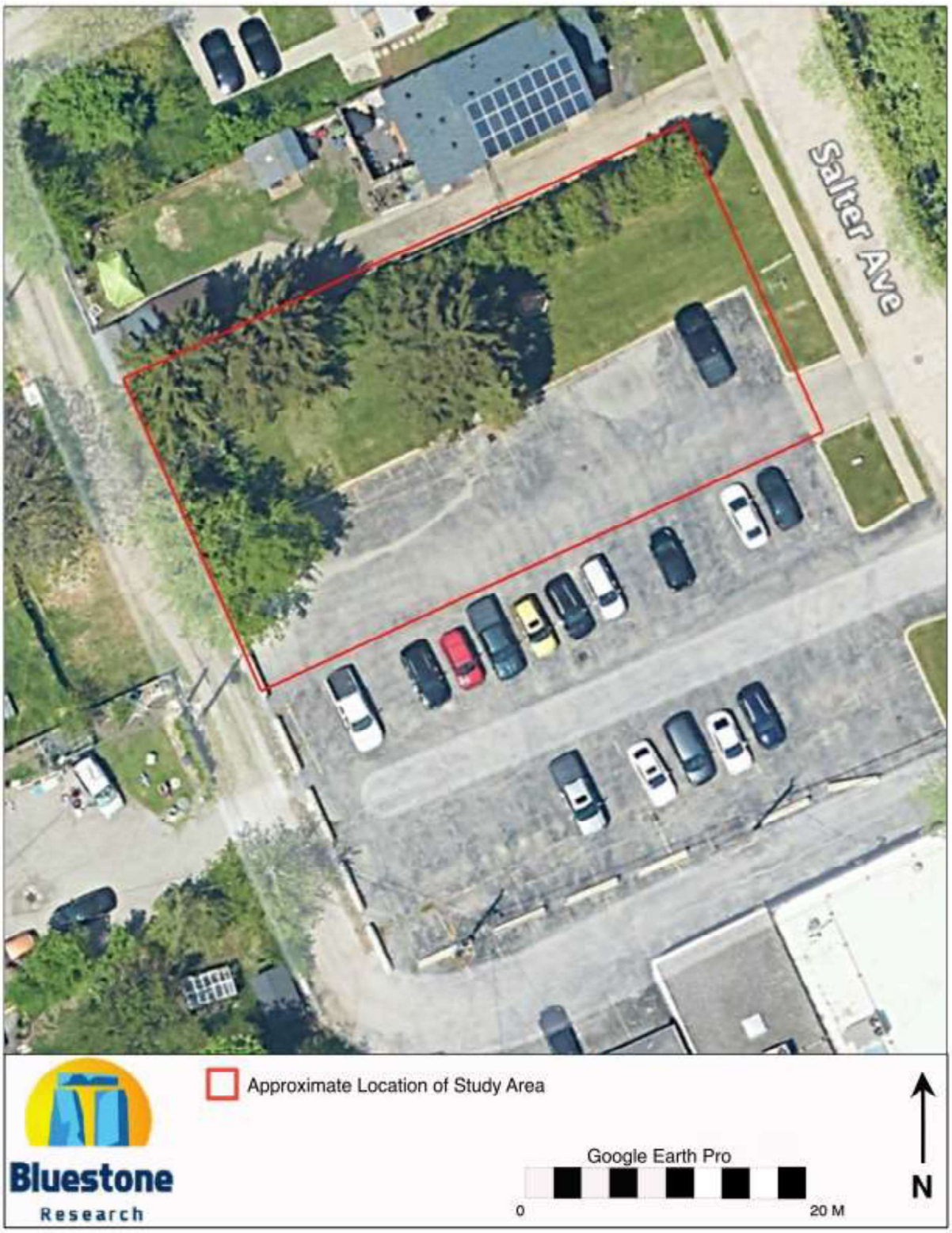


Figure 3: Study Area, Detailed

Maps

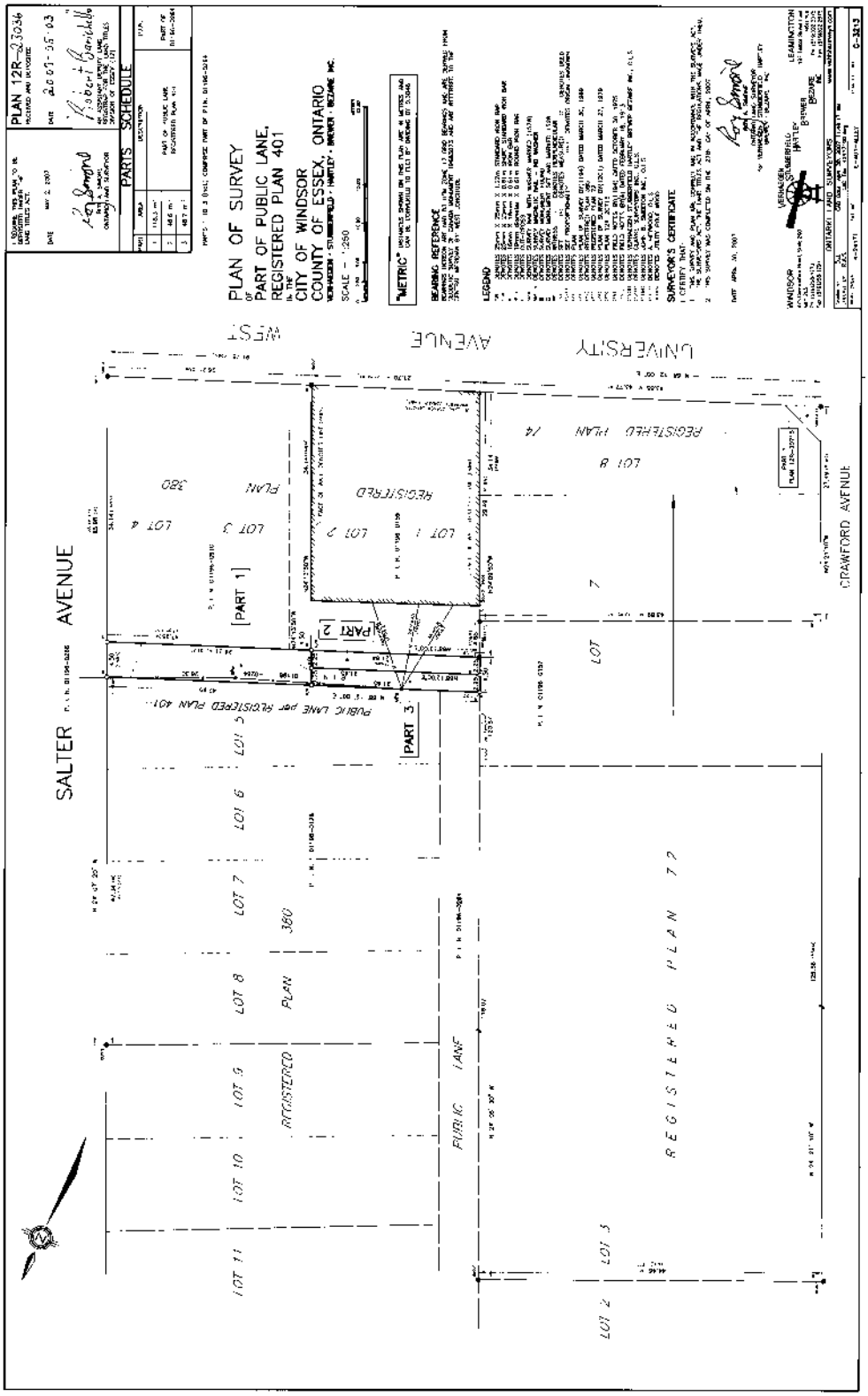


Figure 4: Legal Plan (Proponent)

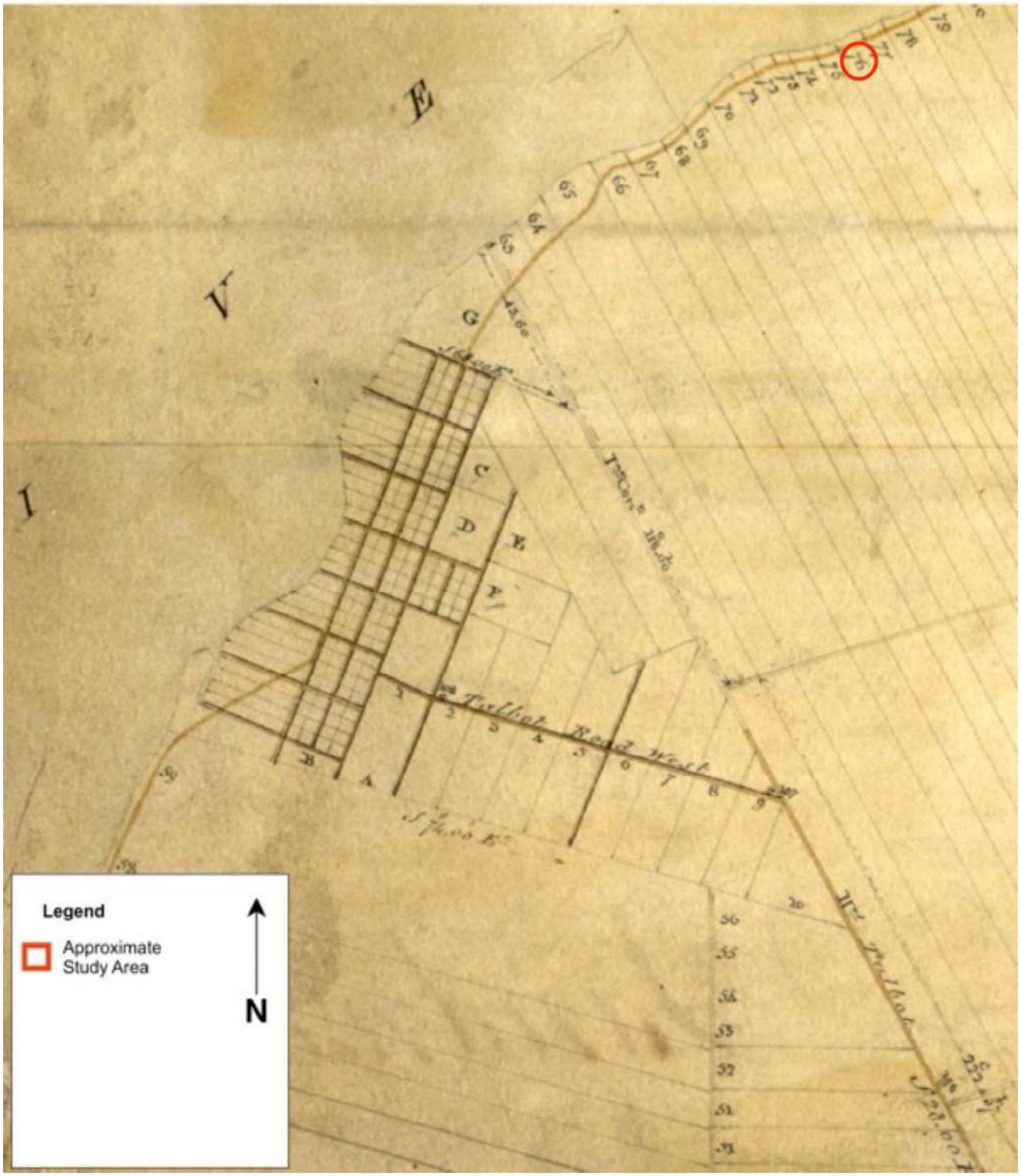


Figure 5: McNiff Survey, 1798

Maps

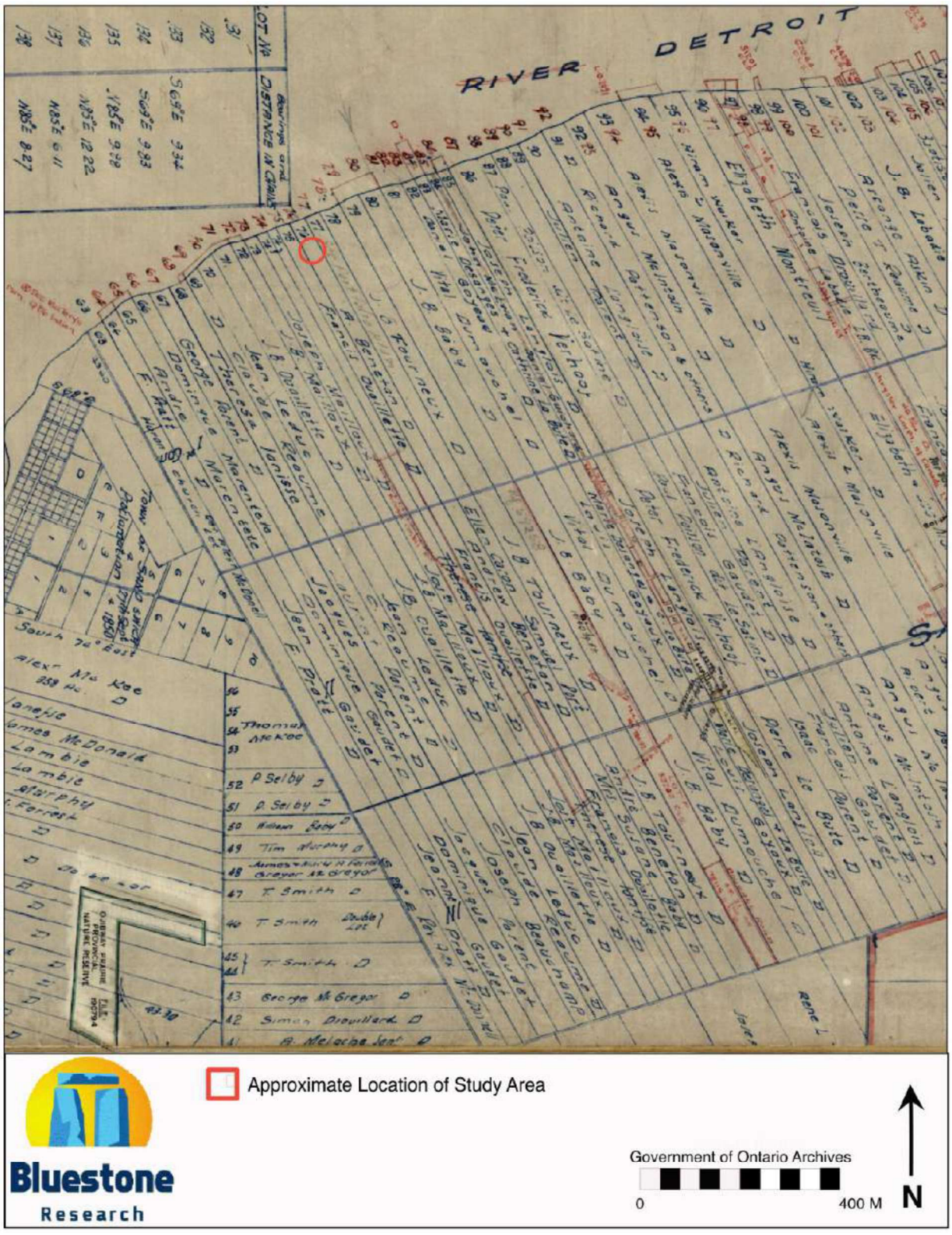


Figure 6: Patent Plan

Maps

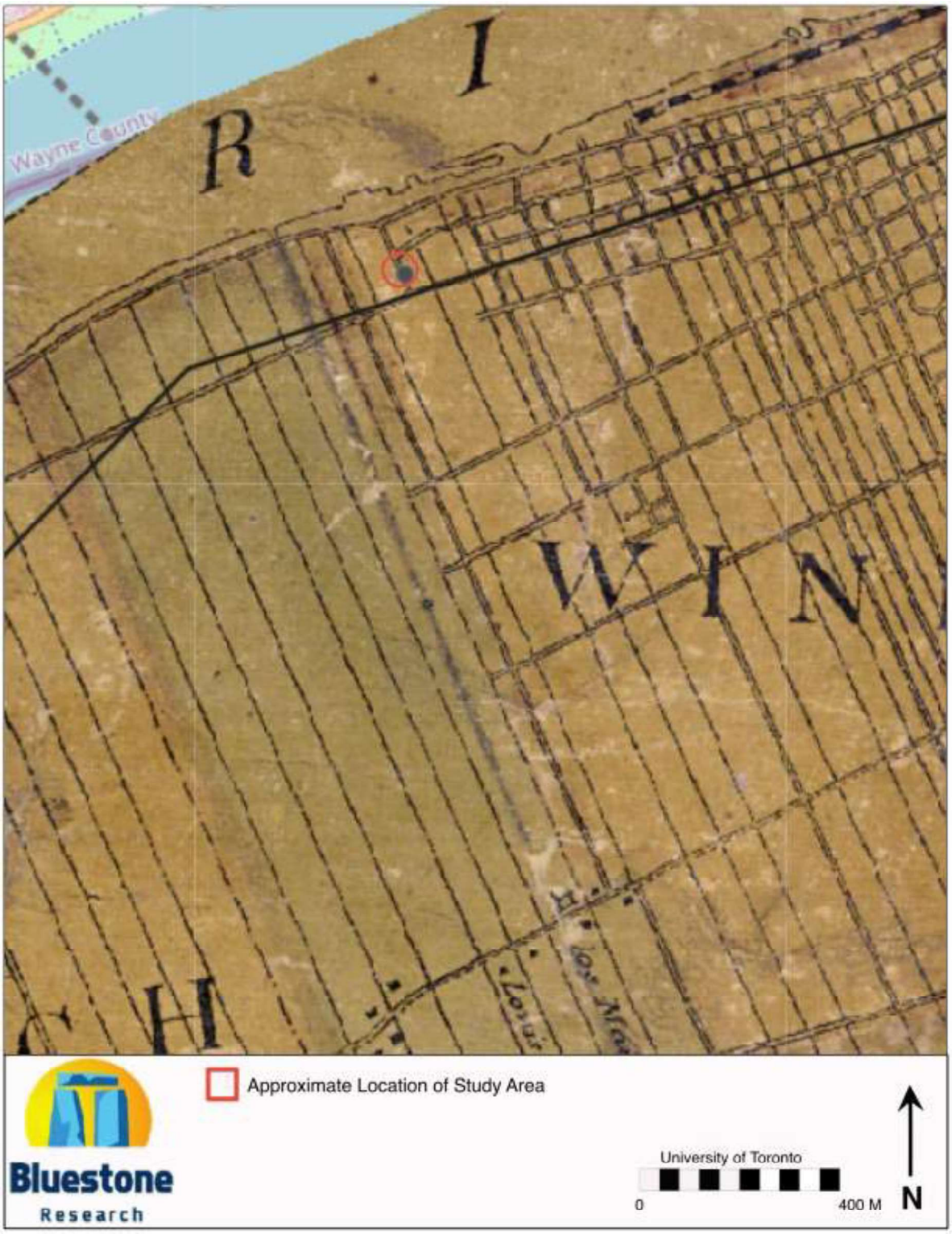


Figure 7: Historic Map of Essex County, 1860

Maps

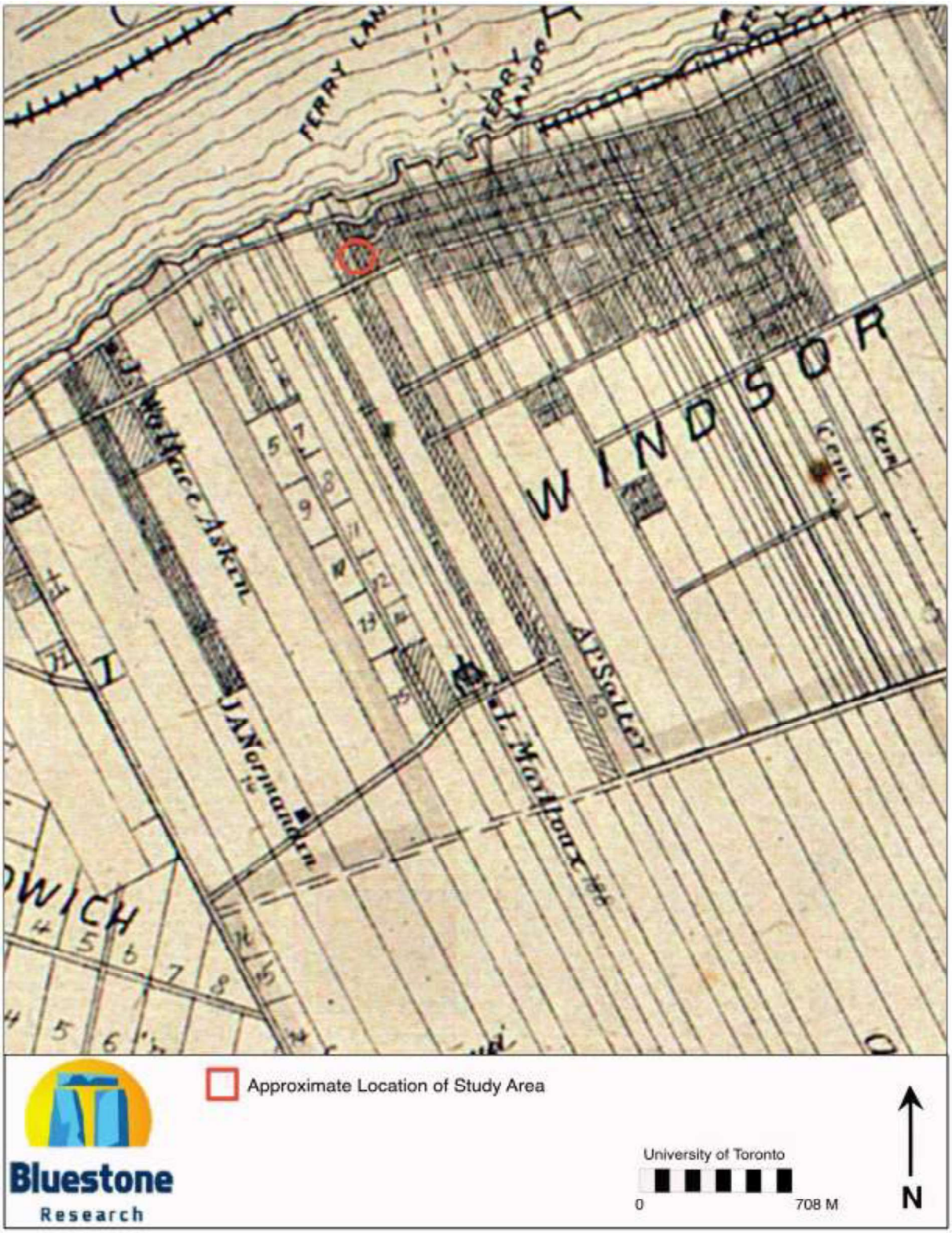


Figure 8: Illustrated Historical Atlas of Essex County, 1881



Figure 9: Air Photograph 1949

Maps



Figure 10: Air Photograph 1952

Maps

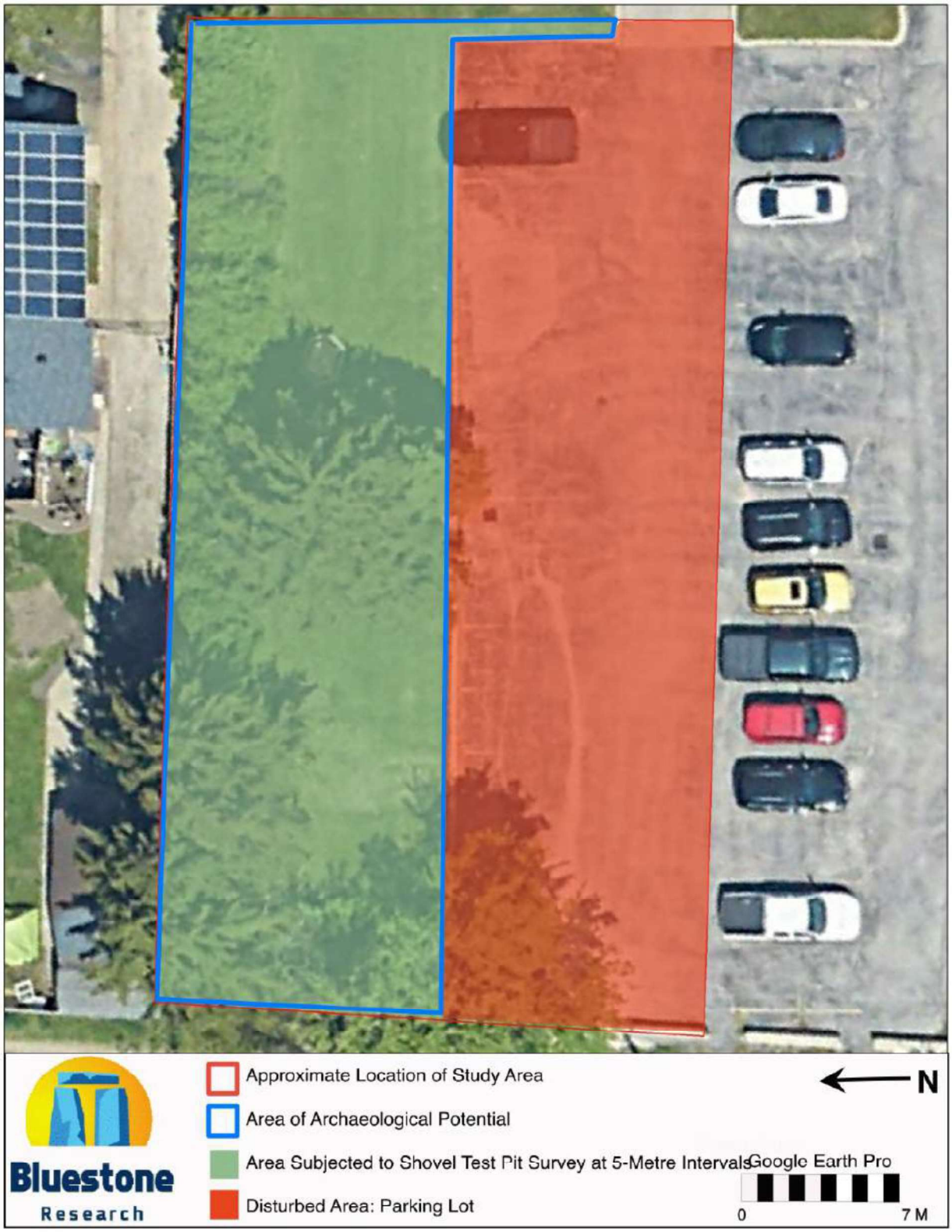


Figure 11: Assessment Strategies

Maps



Figure 12: Photograph Locations

Lots 7 & 8 Salter Avenue, Windsor

STORMWATER MANAGEMENT REPORT

City of Windsor
Ontario

8 April 2025





Submitted by:
RC Spencer Associates Inc.

File No.: 25-1748

RC SPENCER ASSOCIATES INC.
Consulting Engineers

PRE-DEVELOPMENT STORMWATER CONDITIONS

This report provides a stormwater management plan for the proposed apartment building located at Lots 7 and 8 Salter Avenue in the City of Windsor. The 0.102 ha development will consist of a 0.031 ha building, 0.039 ha paved area and 0.032 ha landscape area. The pre-developed site is two residential lots consisting of 0.052 ha landscape area (lot 7) and 0.050 ha paved area (lot 8). The existing catchbasin is connected to a private drain connection located on Lot 8. There is no existing private drain connection servicing Lot 7 that we know of.

The existing private drain connection will be replaced and outlet into the existing 380x500mm combined sewer located in Salter Avenue via a wye connection as per City of Windsor detail AS-566. The release rate of 9 L/s represents the 2-year pre-developed flowrate, which was calculated using the Rational Method. Pre-developed and post-developed time of concentration was based off of Graph 3.2.2.6 – Maximum Inlet Times of the Windsor/Essex Region Stormwater Management Standards Manual. The soil in this area is characterized as Brookston Clay Loam (Hydraulic Soil Group 'D') as identified by the Essex Region Conservation Authority Soils Map.

The storm sewers within the development are designed to convey the 5-year storm event with the entire site being restricted to a 2-year pre-developed flowrate. The storm sewers are upsized to mitigate surface ponding during minor storm events. The required detention storage is met by providing sufficient volume in the form of pavement surfaces, sewer pipes, manholes and catchbasins.

The recommended storm water management (SWM) plan was selected to minimize the hydrological impacts of the proposed site development on the existing drainage system and to protect the quality of receiving waters in the most effective way.

DESIGN STORM

The design storms used for calculating the pre-developed flow and sizing the storm sewers are the 1:2-year and 1:5-year rainfall events. The equations for the storm curves as per the Windsor/Essex Region Stormwater Management Standards Manual are follows:

Minor storm (2-Year): $I\ (cm/hr) = \frac{85.4}{(T+7.0)^{0.818}}$

Minor storm (5-Year): $I\ (cm/hr) = \frac{125.9}{(T+8.8)^{0.838}}$

where

I is the rainfall intensity and
T is the time in minutes (measured relative to the start of the storm event)

The parameters in this equation are based on 66 years of historical rainfall data from the Windsor Airport Station.

POST-DEVELOPMENT STORMWATER CONDITIONS

A new storm drainage system servicing the development is designed to deliver stormwater flow to the existing combined sewer located on Salter Avenue. The storm sewer system for this development is designed to accommodate the entire site.

The peak post-developed storm water flow for the 1:2-year event is calculated to be 12 L/s (0.012 m^3/s). This development is required to be restricted to 9 L/s (0.009 m^3/s) as required by the City of Windsor. The restricted release rate will be achieved by installing a 60 mm diameter Tempest Low to Moderate Flow (LMF) Inlet Control Device in the outlet pipe of Manhole 1.

The outlet restriction results in the need to provide additional on-site storage. Storage required for the 2-year, 5-year and 100-year events is determined to be 3 m^3, 7 m^3 and 19 m^3 respectively. The total storage available provided on site was calculated to be 41 m^3. The maximum depth of water that can be stored in the parking area is 250mm at catchbasin 1. Table 1 summarizes the stormwater management data below.

Table 1 – Stormwater Detention Summary Table

Storm Event	Post-Development Release Rate (m^3/s)	Restricted Release Rate (m^3/s)	Storage Required (m^3)	Water Level (m)
2-Year	0.012	0.009	3	182.758
5-Year	0.015	0.009	7	183.467
100-Year	0.025	0.009	19	183.856

As shown in Table 1, the site was designed to contain the full range of storm events restricted to the 2-year pre-developed flowrate. Furthermore, the 100-Year ponding elevation (183.856) is 394 mm lower than the finished floor elevation (184.250). Storms beyond the 100-Year event that exceed the storage provided will spill onto Salter Avenue, away from the proposed building.

ATTACHMENTS

Please reference the attached calculations and specifications in support of this Report.

LOTS 7 & 8 SALTER AVENUE, WINDSOR **8 April 2025**

STORMWATER MANAGEMENT PLAN **25-1748**

STORM DETENTION CALCULATIONS

$$I = \frac{85.4}{(T+7.0)^{0.818}}$$

T = Time in min.

I = Intensity (cm/hr)

Q= Aci/36

Q= m^3/sec

i= cm/hr

Total Area (A) = 0.102 Ha

Pre-Developed Conditions (2-Year Storm Event):

Grassed =	0.052	Ha	==>	C =	0.20
Gravel =	0.000	Ha	==>	C =	0.70
Paved =	0.050	Ha	==>	C =	0.95
Rooftop =	0.000	Ha	==>	C =	0.95
				AC_{TOTAL}=	0.058

T_c = 20 min. ==> i = 5.76 cm/hr

$Q_{EX} = A \times C_{AVG} \times i / 36$ = 0.009 m^3/sec

Proposed Conditions (2-Year Storm Event):

Grassed =	0.032	Ha	==>	C =	0.20
Gravel =	0.000	Ha	==>	C =	0.70
Paved =	0.039	Ha	==>	C =	0.95
Rooftop =	0.031	Ha	==>	C =	0.95
				AC_{TOTAL}=	0.073

T_c = 20 min. ==> i = 5.76 cm/hr

$Q_{NEW} = A \times C_{AVG} \times i / 36$ = 0.012 m^3/sec

Q_{NEW} > Q_{EX} Storm Detention Required

STORM WATER DETENTION CALCULATIONS **(1:2 YEAR STORM)**

PRE-DEVELOPED CONDITIONS

AREA (Total) 0.102 Ha
COEFFICIENT 0.57
INTENSITY 5.76 cm/hr $I = 85.4 \times (T+7.0)^{-0.818}$

$Q_{EX} = A \times C_{AVG} \times i / 36 =$ 0.009 m^3/sec

PROPOSED CONDITIONS

AREA (Total) 0.102 Ha
COEFFICIENT 0.71
INTENSITY 5.76 cm/hr $I = 85.4 \times (T+7.0)^{-0.818}$

$Q_{NEW} = A \times C_{AVG} \times i / 36 =$ 0.012 m^3/sec

DESIGN CRITERIA

STORM FREQUENCY:	1:2	YEARS
TOTAL AREA:	0.102	Ha
RELEASE Q:	0.009	m^3/sec
TIME (Tc):	20	min.
PEAK Q:	0.012	m^3/sec
AC:	0.073	

TIME (Tc) (min)	**INTENSITY** (cm/hr)	**PEAK Q** (m^3/s)	**VOLUME** (m^3)	**RELEASE VOLUME** (m^3)	**STORAGE** (m^3)
5	11.19	0.006	2	3	0
10	8.41	0.009	5	6	0
15	6.81	0.010	9	8	1
20	5.76	0.012	14	11	3
25	5.01	0.010	15	14	1
30	4.45	0.009	16	17	0
35	4.01	0.008	17	19	0
40	3.66	0.007	18	22	0
45	3.37	0.007	18	25	0
50	3.13	0.006	19	28	0
55	2.92	0.006	20	31	0
60	2.74	0.006	20	33	0

THEREFORE, MAXIMUM STORAGE REQUIRED IS **3** CUBIC METRES

STORM WATER DETENTION CALCULATIONS **(1:5 YEAR STORM)**

PRE-DEVELOPED CONDITIONS

AREA (Total) 0.102 Ha
COEFFICIENT 0.57
INTENSITY 7.53 cm/hr $I = 125.9 \times (T+8.8)^{-0.838}$

$Q_{EX} = A \times C_{AVG} \times i / 36 =$ 0.012 m^3/sec

PROPOSED CONDITIONS

AREA (Total) 0.102 Ha
COEFFICIENT 0.71
INTENSITY 7.53 cm/hr $I = 125.9 \times (T+8.8)^{-0.838}$

$Q_{NEW} = A \times C_{AVG} \times i / 36 =$ 0.015 m^3/sec

DESIGN CRITERIA

STORM FREQUENCY:	1:5	YEARS
TOTAL AREA:	0.102	Ha
RELEASE Q:	0.009	m^3/sec
TIME (Tc):	20	min.
PEAK Q:	0.015	m^3/sec
AC:	0.073	

TIME (Tc) (min)	**INTENSITY** (cm/hr)	**PEAK Q** (m^3/s)	**VOLUME** (m^3)	**RELEASE VOLUME** (m^3)	**STORAGE** (m^3)
5	13.96	0.007	2	3	0
10	10.77	0.011	7	6	1
15	8.84	0.013	12	8	4
20	7.53	0.015	18	11	7
25	6.59	0.013	20	14	6
30	5.87	0.012	21	17	5
35	5.30	0.011	23	19	3
40	4.84	0.010	24	22	1
45	4.46	0.009	24	25	0
50	4.14	0.008	25	28	0
55	3.87	0.008	26	31	0
60	3.63	0.007	26	33	0

THEREFORE, MAXIMUM STORAGE REQUIRED IS **7** CUBIC METRES

STORM WATER DETENTION CALCULATIONS **(1:100 YEAR STORM)**

PRE-DEVELOPED CONDITIONS

AREA (Total) 0.102 Ha
COEFFICIENT 0.57
INTENSITY 12.35 cm/hr $I = 237.5 \times (T+11.0)^{-0.861}$

$Q_{EX} = A \times C_{AVG} \times i / 36 =$ 0.020 m^3/sec

PROPOSED CONDITIONS

AREA (Total) 0.102 Ha
COEFFICIENT 0.71
INTENSITY 12.35 cm/hr $I = 237.5 \times (T+11.0)^{-0.861}$

$Q_{NEW} = A \times C_{AVG} \times i / 36 =$ 0.025 m^3/sec

DESIGN CRITERIA

STORM FREQUENCY:	1:100	YEARS
TOTAL AREA:	0.102	Ha
RELEASE Q:	0.009	m^3/sec
TIME (Tc):	20	min.
PEAK Q:	0.025	m^3/sec
AC:	0.073	

TIME (Tc) (min)	**INTENSITY** (cm/hr)	**PEAK Q** (m^3/s)	**VOLUME** (m^3)	**RELEASE VOLUME** (m^3)	**STORAGE** (m^3)
5	21.82	0.011	3	3	1
10	17.27	0.017	10	6	5
15	14.37	0.022	20	8	11
20	12.35	0.025	30	11	19
25	10.86	0.022	33	14	19
30	9.71	0.020	35	17	19
35	8.79	0.018	37	19	18
40	8.04	0.016	39	22	17
45	7.42	0.015	41	25	16
50	6.89	0.014	42	28	14
55	6.44	0.013	43	31	12
60	6.05	0.012	44	33	11

THEREFORE, MAXIMUM STORAGE REQUIRED IS **19** CUBIC METRES

STORAGE VOLUME CALCULATIONS

Storage provided in sewers

Catch Basins: (3 CBs 0.6m x 0.6m x 1.2m deep avg.)

$3 \times 0.6^2 \times 1.2 =$ 1.3 m³

Manholes: (1 MH 1.2m dia. x 1.5m deep)

$1 \times 3.14 \times 0.6^2 \times 1.5 =$ 1.7 m³

Pipes: (30.6m - 450mm dia.)

$3.14 \times 0.225^2 \times 30.6 =$ 4.9 m³

Subtotal in sewers = 7.9 m³

Storage provided on pavement surface

Parking Lot: Tributary to CB2 33.2 m³ *(250mm Depth)*

Subtotal in pavement storage = 33.2 m³

Storage required for 100-year event	**19**	**m³**	
Total Storage Provided	**41**	**m³**	**OK!**

RESTRICTION OPENING CALCULATIONS

ORIFICE PLATE CALCULATIONS @ MH1

$Q = C_d A(2gH)^{0.5}$

$Q =$ 0.009 m^3/s

$C_d =$ 0.6

$g =$ 9.81

$H =$ 183.856 - 182.530

1.326 m

$0.009 = 0.6\ A\ (2 \times 9.81 \times 1.326)^{0.5}$

$A =$ 0.003 m^2

$D =$ 0.062 m

Therefore, a 60mm diameter LMF Tempest Inlet Control Device shall be installed in MH1 to restrict the release rate to 9 L/s at the 100-Year water level.

Note: Inlet control device used for restriction rather than plate for maintenance purposes.

STORM SEWER DESIGN CHART - METRIC UNITS

PROJECT: LOTS 7 & 8 SALTER AVENUE, WINDSOR - STORMWATER MANAGEMENT PLAN
PROJECT NO. 25-1748
DATE: 8 APRIL 2025

DESIGN CRITERIA

STORM CURVE: 5 YEAR - C.O.W.
ENTRY TIME: 20 MINUTES
MIN. VELOCITY: 0.76m/s
MAX. VELOCITY: 3.0m/s

C FACTORS: GRASS - 0.20
GRAVEL - 0.60
PAVED/ROOF - 0.95
n FACTOR: 0.013

LOCATION		AREA		A X C				RAINFALL INTENSITY			Q	SEWER DESIGN									
FROM	TO	AREA ha	TOTAL AREA ha	RUNOFF COEFF. "C"	INCR. AXC	TOTAL LAT. AXC	TOTAL SEWER AXC	FLOW SECT.	TIME ACCUM.	INTEN-SITY cm/HR	REQ'D cms	PIPE DIA.	SLOPE %	CAP. cms	VEL. m/s	LENGTH m	FLOW TIME MINS.	STOR-AGE CM	INV. U.S.	INV. D.S.	FALL IN SEWER
CB3	CB2	0.10	0.10	0.71	0.072	0.000	0.072	0.22	20.00	7.53	0.015	0.450	0.20	0.127	0.80	10.8	0.22	1.7	182.580	182.560	0.020
CB2	CB1	0.00	0.10	0.71	0.000	0.072	0.072	0.22	20.22	7.49	0.015	0.450	0.20	0.127	0.80	10.8	0.22	1.7	182.550	182.530	0.020
CB1	MH1	0.00	0.10	0.71	0.000	0.072	0.072	0.19	20.41	7.45	0.015	0.450	0.20	0.127	0.80	9.0	0.19	1.4	182.520	182.500	0.020

Storage Volume Calculations

Elevation (m)	Pond	Storm Sewer Storage	Manhole & CB Storage	Pavement Surface Storage	**TOTAL**
182.50	0.0	0.0	0.0	0.0	**0.0**
182.60	0.0	1.0	0.2	0.0	**1.1**
182.70	0.0	2.0	0.4	0.0	**2.3**
182.80	0.0	2.9	0.6	0.0	**3.5**
182.90	0.0	3.9	0.8	0.0	**4.8**
183.00	0.0	4.9	1.1	0.0	**6.0**
183.10	0.0	4.9	1.3	0.0	**6.2**
183.20	0.0	4.9	1.5	0.0	**6.4**
183.30	0.0	4.9	1.7	0.0	**6.6**
183.40	0.0	4.9	1.9	0.0	**6.8**
183.50	0.0	4.9	2.2	0.0	**7.1**
183.60	0.0	4.9	2.4	0.0	**7.3**
183.70	0.0	4.9	2.6	0.0	**7.5**
183.75	0.0	4.9	2.7	0.4	**8.0**
183.80	0.0	4.9	2.8	2.9	**10.6**
183.85	0.0	4.9	2.9	10.0	**17.8**
183.90	0.0	4.9	3.0	20.9	**28.8**
183.95	0.0	4.9	3.0	33.2	**41.1**

2-YR STORAGE
Elevation= 182.758m
Req. Storage= $3m^3$

5-YR STORAGE
Elevation= 183.467m
Req. Storage= $7m^3$

100-YR STORAGE
Elevation= 183.856m
Req. Storage= $19m^3$

Stormwater Management Submission Requirements

Rational Method

For sites under 2 hectares, the following information must be included in the stormwater management submission from the Engineering Consultant on behalf of the Developer and shall be completed in accordance with the **Windsor/Essex Region Stormwater Standards Manual**, including any addendums issued thereafter. Additionally, the submission shall adhere to the City of Windsor's **Standard Specifications** & **Engineering Best Practices**. **Stormwater management review fees** will be collected with the SWM plan submission for review by the City.

Please Note: This checklist **does not apply** to the following circumstances and the Stormwater Management Submission Requirements - **Modeling Method** must be referenced for further information.

1. Site area is greater than 2 ha
2. Time of concentration exceeds two times the appropriate maximum inlet time per graph 3.2.2.6 within the Windsor/Essex Region Stormwater Standards Manual
3. Modeling Method has been used

Total Site Area:	**1020 m^2**	**Total Number of Drainage Areas**	**1**

DRAINAGE AREA

Sites with multiple drainage areas must include Appendix A

EXISTING			**PROPOSED**		
Area	Area (m^2)	Runoff Coefficient (C - Value)	Area	Area (m^2)	Runoff Coefficient (C - Value)
Grassed	520	0.2	Grassed	320	0.2
Gravel	0	0.7	Gravel	0	0.7
Paved	500	0.95	Paved	390	0.95
Rooftop	0	0.95	Rooftop	310	0.95
Total	**1020**	**0.57**	**Total**	**1020**	**0.71**

Soil Type:	Brookston Clay Loam	Time of Concentration (T):	20 min
Orifice Type:	Inlet Control Device	Orifice Diameter (if applicable):	60 mm

*Pre-development runoff (Q_{pre})	9 L/Sec	Post-development runoff (Q_{post})	12 L/Sec
5-year required storage	7 m^3	100-year required storage	19 m^3

Check all boxes to confirm information has been provided within the submission:

STORMWATER MANAGEMENT REPORT		
1. Storage design chart, indicating:		
☑ Time	☑ Intensity	
☑ Maximum Required Storage	☑ Maximum Provided Storage	
☑ Maximum Controlled Peak Outflow (Q_{peak})		
2. Intensity values indicating:		
☑ IDF values	☑ Formula & breakdown of calculations	
3. Storage volume calculations:		
☑ Peak storage	☑ Individual calculations for each storage structure (pipes, catchbasins, etc.)	
4. Site is located within the ERCA regulated area	☐ Yes (contact ERCA)	☑ No
5. *Combined sewer, roadside ditch or municipal drain outlet	☑ Yes (restrict to 2 year predevelopment flow)	☐ No
Please Note: Sanitary flows must be taken into consideration when determining the allowable release rate for any development that outlets to a municipal combined sewer		

STORMWATER MANAGEMENT REPORT - CONTINUED	
☑ 5 year storage calculations ☑ The first 32mm are stored exclusively underground ☑ Surface ponding does not exceed maximum depth of 300mm	
☑ 100 year storage calculations ☑ Surface ponding does not exceed maximum depth of 300mm	
Flow restriction calculations complete with:	
☑ Calculation formula	☑ Orifice Specifications
Please Note: Minimum orifice plate size - 76mm x 76mm (3" x 3") or 100mm dia. (4" dia.)	

DRAWINGS
SITE SERVICING
☐ Drainage/catchment areas (size, elevations, etc.)
☐ All proposed and existing connections to municipal sewers and watermains. o All redundant connections to be abandoned as per Best Practice BP1.3.3 o Wye connections to combined sewers as per Best Practice BP1.1.1 o Windsor Utilities Commission (WUC) approval is required for any water works
☐ Sanitary sampling manhole (non residential only) o In accordance with Best Practice BP1.1.2
☐ Existing and new pipe information, including the diameter, slope, material & intended use (storm, sanitary, water, etc.)
☐ Any quantity and/or quality control measures identified with the model number
☐ Location, elevation and description of all catchbasins, manholes, underground storage units and any other structures, labelled existing or new
☐ Dimensions of all driveways at the property line and curb line o Straight flares, with no raised curbs in the ROW as per AS-204 o If the subject site fronts a rural cross section, AS-203 may be acceptable o Ditch fills and culverts in accordance with AS-209A and Best Practice BP3.3.3
☐ Poles, pedestals and other vertical obstructions within the right-of-way (if applicable)
☐ Any removals within the right-of-way, including encroachments, sidewalks/leadwalks and redundant driveway approaches
☐ Property lines, including any required land conveyances
LOT GRADING
☑ Existing and proposed elevations, drainage areas, surface ponding, with maximum depths (5 & 100 year ponding elevations)
☑ All catchbasins, manholes, underground storage units and any other structures, labelled existing or new

ADDITIONAL INFORMATION

THE CITY OF WINDSOR ONTARIO, CANADA

Council Report: S 97/2025

Subject: Approval of a Plan of Condominium with Exemption under Section 9(3) of the Condominium Act, 4470 North Service Road East; File No.: CDM 001-25 [CDM-7316]; Ward 5

Reference:

Date to Council: September 2, 2025
Author: Justina Nwaesei, MCIP, RPP
Senior Planner - Development
519-255-6543, ext. 6165
jnwaesei@citywindsor.ca

Planning & Building Services
Report Date: 7/24/2025
Clerk's File #: ZP/15007

To: Mayor and Members of City Council

Recommendation:

THAT the application of Atwan Development Inc. for an exemption under Section 9(3) of The Condominium Act for approval of a plan of condominium (Standard Condominium), comprised of a total of 41 industrial units within three new structures under construction as shown on the attached Map Nos. CDM-001/25-1, CDM-001/25-2, CDM-001/25-3, and CDM-001/25-4, on a parcel legally described as Part of Lot 108, Concession 2, (PIN 01562-1055 LT), located on the north side of North Service Road East ROW, west of Pillette Road, **BE APPROVED** for a period of three (3) years.

Executive Summary:

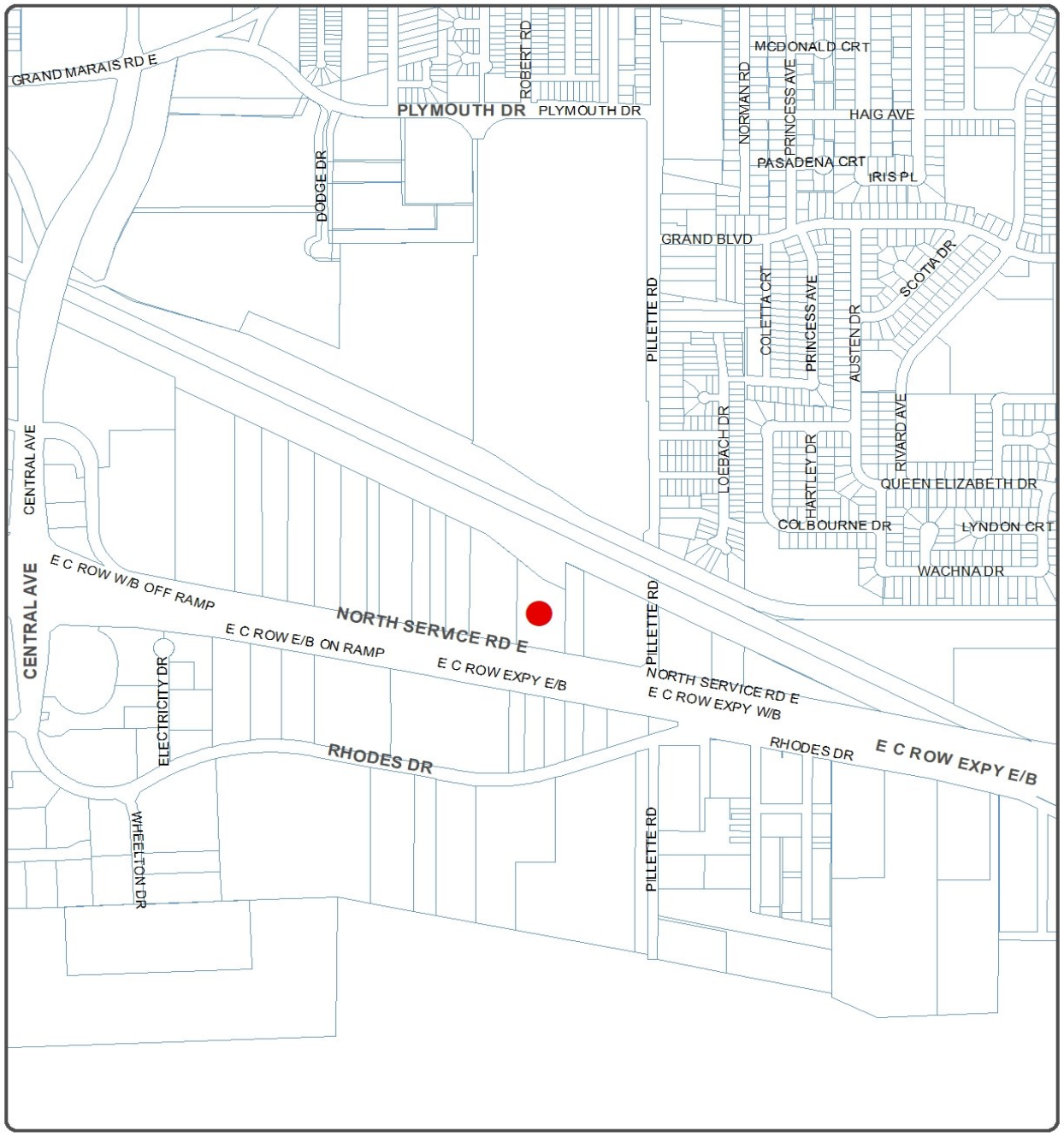
N/A

Background:

Application Information:

Location: 4470 North Service Road east (north side of North Service Road east ROW, west of Pillette Road)
Ward: 5 **Planning District:** Walker Farm **ZDM:** 12
Applicant & Owner: Atwan Development Inc. (John Atwan)
Authorized Agent: Pillon Abbs Inc. (Tracey Pillon-Abbs)
Ontario Land Surveyor: Verhaegen Land Surveyors (Roy A. Simone)

Location / Key map:



KEY MAP - CDM-001/25, CDM-7316

SUBJECT LANDS

Proposal:

The applicant is applying for an exemption under Section 9(3) of *The Condominium Act* for approval of a plan of condominium for three structures containing a total of 41 industrial units. One structure (Building 1) contains 12 industrial units, the next structure (Building 2) contains 13 industrial units, and the third structure (Building 3) contains 16 industrial units.

The subject site has received Site Plan Approval (File No. SPC-2025-01) with an Agreement registered on title as Instrument Number CE1224410, on April 8, 2025. The site plan approval, dated January 21, 2025, referred to as Schedule A on the registered Agreement, permits a combined total of 41 industrial units in three structures within an industrial plaza, and contains a total of 100 vehicle parking spaces (includes 4 Accessible parking spaces), 2 loading spaces and 7 bicycle parking spaces.

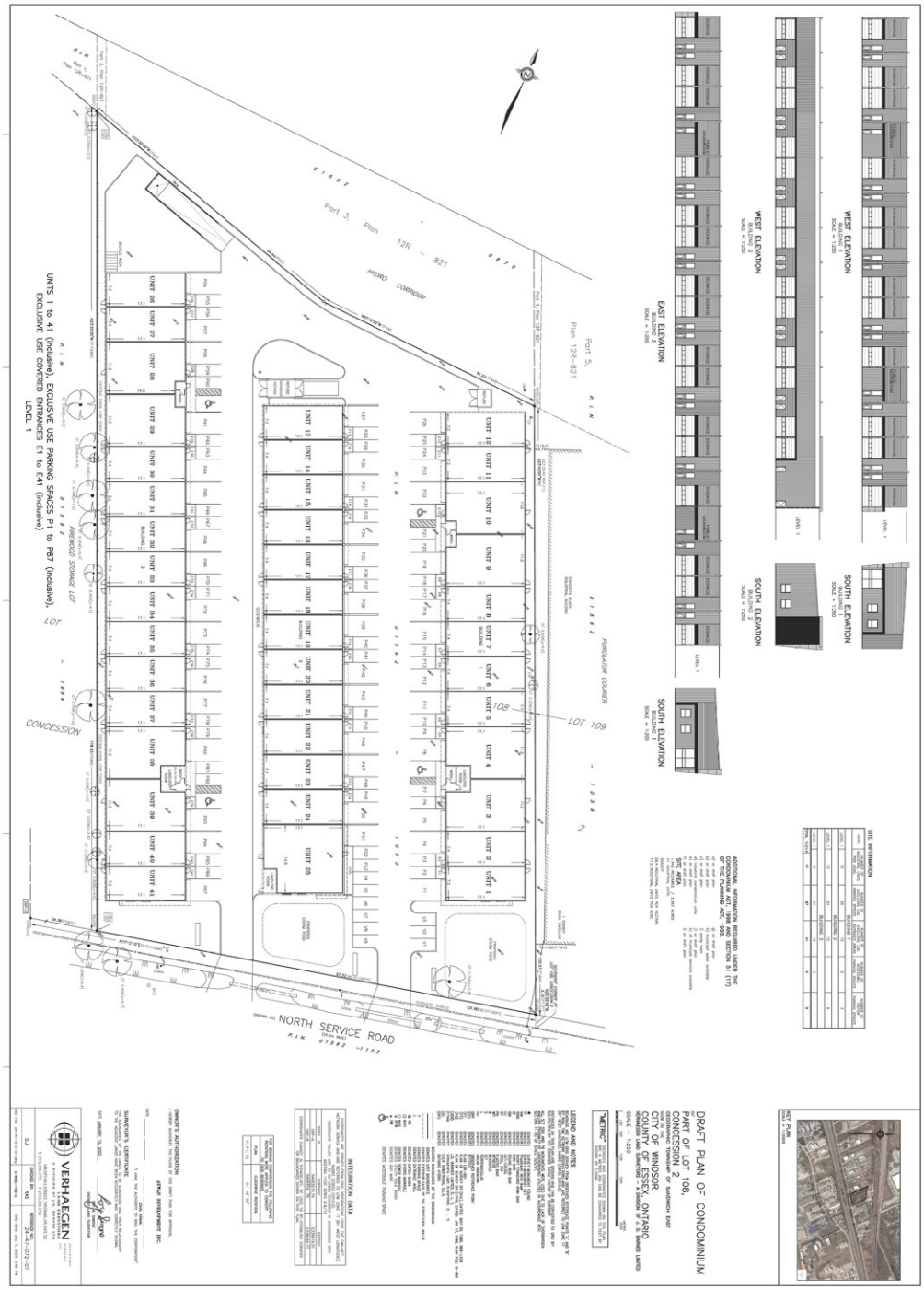
The site plan control agreement covers a range of municipal and agency requirements to be completed by the owner, including items such as

- installation of sampling manholes,
- provision of the following:
    a) curbs & gutters,
    b) storm detention scheme,
    c) landscaping, fencing, parking,
    d) parkland conveyance,
    e) lighting, and
    f) performance security,

    mostly required prior to the issuance of a construction permit.

Plan of Condominium:

(See CDM-001/25 Maps on the next pages)



PLAN OF CONDOMINIUM

APPLICANT: ATWAN DEVELOPMENT INC.

ADDRESS: 4470 NORTH SERVICE ROAD EAST

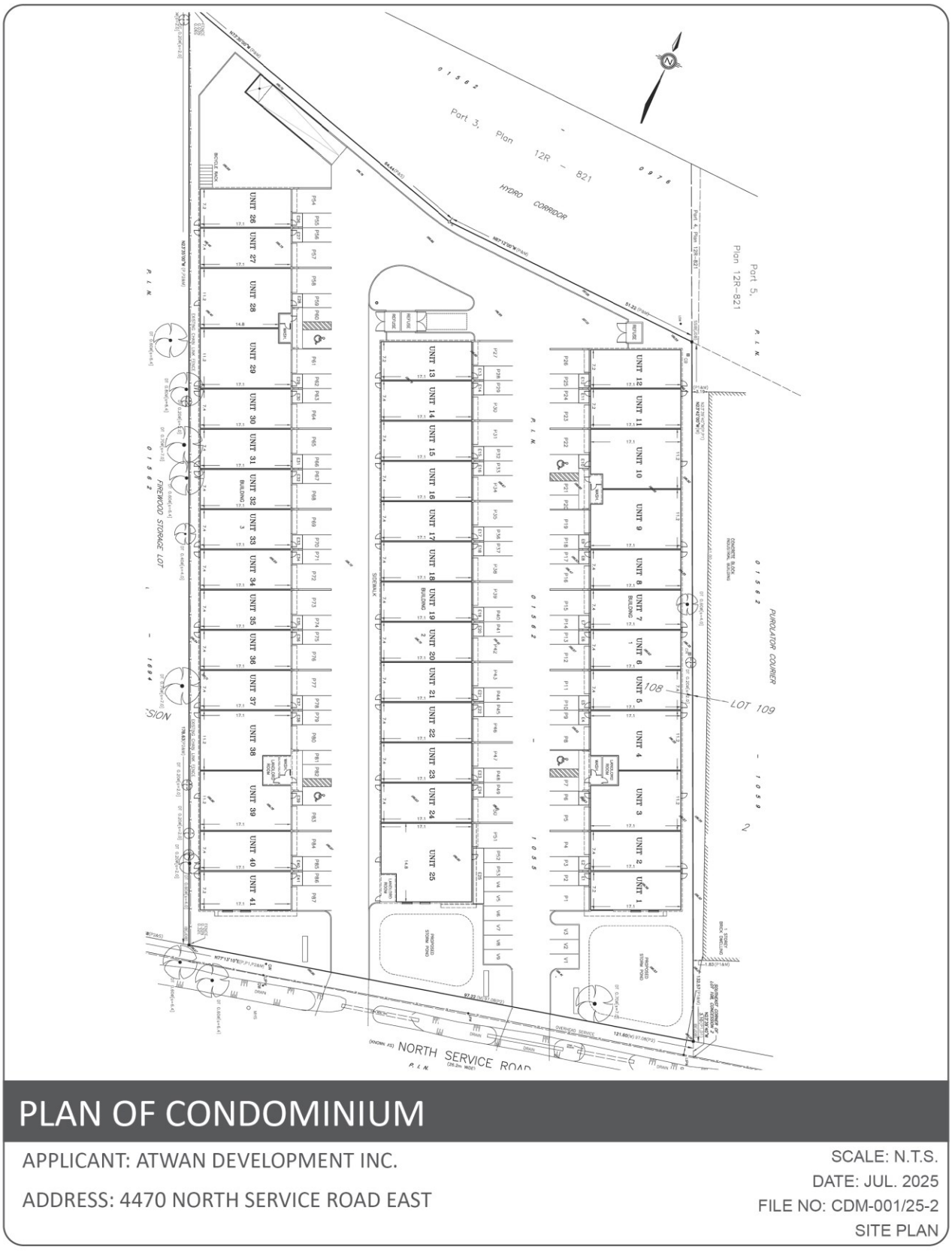
SCALE: N.T.S.

DATE: JUL. 2025

FILE NO: CDM-001/25-1

OVERALL PLAN

MAP No. CDM-001/25-1



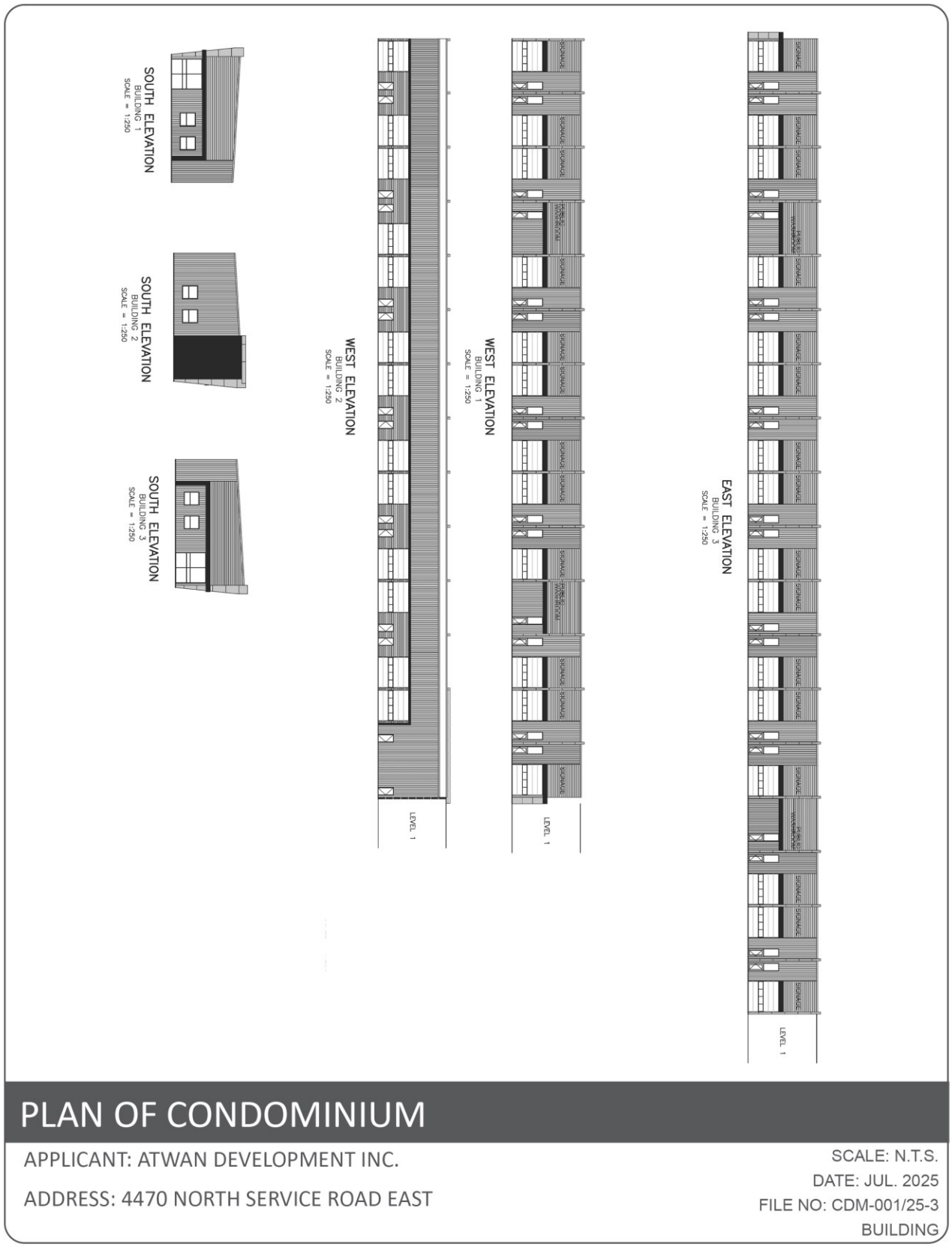
PLAN OF CONDOMINIUM

APPLICANT: ATWAN DEVELOPMENT INC.

ADDRESS: 4470 NORTH SERVICE ROAD EAST

SCALE: N.T.S.
DATE: JUL. 2025
FILE NO: CDM-001/25-2
SITE PLAN

MAP No. CDM-001/25-2



MAP No. CDM-001/25-3

DRAFT PLAN OF CONDOMINIUM

OF

PART OF LOT 108, CONCESSION 2

GEOGRAPHIC TOWNSHIP OF SANDWICH EAST

NOW IN THE

CITY OF WINDSOR
COUNTY OF ESSEX, ONTARIO

VERHAEGEN LAND SURVEYORS – A DIVISION OF J. D. BARNES LIMITED

SCALE = 1:250

METRES

0 2.50 5.00 10.00 15.00 25.00

"METRIC" DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048



KEY PLAN

LEGEND AND NOTES

BEARINGS ARE UTM GRID DERIVED FROM OBSERVED REFERENCE POINTS 'A' AND 'B' BY REAL TIME NETWORK OBSERVATIONS AND ARE REFERRED TO UTM ZONE 17 (81° WEST LONGITUDE) NAD83 (CSRS) (2010.0).

DISTANCES ON THIS PLAN ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.999897.

ALL SET SSIB AND PB MONUMENTS WERE USED DUE TO LACK OF OVERBURDEN AND/OR PROXIMITY OF UNDERGROUND UTILITIES IN ACCORDANCE WITH SECTION 11 (4) OF O.REG. 525/91.

■	DENOTES	SURVEY MONUMENT FOUND
□	DENOTES	SURVEY MONUMENT SET
SIB	DENOTES	STANDARD IRON BAR
SSIB	DENOTES	SHORT STANDARD IRON BAR
IB	DENOTES	IRON BAR
IBø	DENOTES	ROUND IRON BAR
CC	DENOTES	CUT–CROSS
CP	DENOTES	STEEL PIN
PB	DENOTES	PLASTIC BAR
WIT	DENOTES	WITNESS
M	DENOTES	MEASURED
S	DENOTES	SET
⊥	DENOTES	PERPENDICULAR
OU	DENOTES	ORIGIN UNKNOWN
ORP	DENOTES	OBSERVED REFERENCE POINT
(D1)	DENOTES	R173707
(P)	DENOTES	PLAN 12R–821
(P1)	DENOTES	PLAN OF SURVEY BY (KVL), DATED: MAY 30, 1986, W86–L524
(P2)	DENOTES	PLAN OF SURVEY BY (1744), DATED: JAN 17, 1989, PLAN FILE: B–989
(JDB)	DENOTES	J.D. BARNES LIMITED, O. L. S.
(1744)	DENOTES	VERHAEGEN LAND SURVEYORS, O. L. S.
(A)	DENOTES	C.G.R ARMSTRONG, O.L.S.
(OH)	DENOTES	ONTARIO HYDRO
———	DENOTES	BAUNDARIES OF THE CONDOMINIUM
———	DENOTES	UNIT BAUNDARIES
– – – – –	DENOTES	EXTERIOR FACE OF THE STRUCTURAL WALLS
P	DENOTES	PARKING SPACE
E	DENOTES	ENTRANCE AREA
⊞ CB	DENOTES	CATCH BASIN
○ MHH	DENOTES	HYDRO MANHOLE
○ MHS	DENOTES	SEWER MANHOLE
• UPW	DENOTES	UTILITY POLE WOOD
• GW	DENOTES	GUY WIRE
♿	DENOTES	ACCESSIBLE PARKING SPACE

ADDITIONAL INFORMATION REQUIRED UNDER THE CONDOMINIUM ACT, 1998 AND SECTION 51 (17) OF THE PLANNING ACT, 1990.

a) on draft plan
b) on draft plan
c) on draft plan
d) industrial condominium units
e) on draft plan
f) on draft plan
g) on draft plan
h) municipal water available
i) sandy loam
j) on draft plan
k) all municipal services available
l) on draft plan

SITE AREA

1.443 HECTARES / 3.567 ACRES
41 INDUSTRIAL UNITS

DENSITY
28.4 INDUSTRIAL UNITS PER HECTARE
11.5 INDUSTRIAL UNITS PER ACRE

SITE INFORMATION

LEVEL	NUMBER OF INDUSTRIAL UNITS PER LEVEL	NUMBER OF EXCLUSIVE USE PARKING SPACES	NUMBER OF EXCLUSIVE USE ENTRANCE AREAS	NUMBER OF ACCESSIBLE PARKING SPACES	NUMBER OF VISITOR PARKING SPACES
BUILDING 1					
LEVEL 1	12	26	12	2	3
BUILDING 2					
LEVEL 1	13	27	13		6
BUILDING 3					
LEVEL 1	16	34	16	2	
TOTAL 1+2+3	41	87	41	4	9

INTEGRATION DATA

COORDINATES ARE DERIVED FROM GRID OBSERVATIONS USING THE CAN–NET NETWORK SERVICE AND ARE REFERRED TO UTM ZONE 17 (81° WEST LONGITUDE) NAD83 (CSRS) (2010.0).
COORDINATE VALUES ARE TO AN URBAN ACCURACY IN ACCORDANCE WITH SECTION 14(2) O.REG 216/10

POINT ID	NORTHING	EASTING
ORP–A	N4683576.74	E338619.01
ORP–B	N4683541.76	E338464.77

COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE–ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

FOR BEARING COMPARISONS THE FOLLOWING ROTATIONS WERE APPLIED TO CONVERT TO GRID BEARINGS	
PLAN	CLOCKWISE ROTATION
P, P1, P2	01° 18' 00"

OWNER'S AUTHORIZATION

I HEREBY AUTHORIZE THE FILING OF THIS DRAFT PLAN FOR APPROVAL.

ATWAN DEVELOPMENT INC.

DATE _____ _____

JOHN ATWAN
"I HAVE THE AUTHORITY TO BIND THE CORPORATION"

SURVEYOR'S CERTIFICATE

THE BOUNDARIES OF THE LANDS TO BE SUBDIVIDED AND THEIR RELATIONSHIP TO THE ADJACENT LANDS HAVE BEEN ACCURATELY AND CORRECTLY SHOWN.

DATE JANUARY 15, 2025

Roy Simone

ROY A. SIMONE
ONTARIO LAND SURVEYOR

VERHAEGEN LAND SURVEYORS
SURVEYING MAPPING GIS
A DIVISION OF J.D. BARNES LTD.
944 OTTAWA STREET, WINDSOR, ON, N8X 2E1
T: (519) 258-1772 F: (519) 258-1791

D.J	CHECKED BY: RAS	REFERENCE NO.: 24–47–072–01
CAD File: 24–47–072–01.dwg	E–WIND.–108–2	CAD Date: July 7, 2025 3:46 PM

PLAN OF CONDOMINIUM

APPLICANT: ATWAN DEVELOPMENT INC.

ADDRESS: 4470 NORTH SERVICE ROAD EAST

SCALE: N.T.S.
DATE: JUL. 2025
FILE NO: CDM-001/25-4
SITE INFORMATION

MAP No. CDM-001/25-4

Site Information:

Official Plan	Zoning & ZDM	Current Use(s)	*Previous Use(s)*
INDUSTRIAL	MANUFACTURING DISTRICT 1.1 (MD1.1) ZDM12	Industrial Plaza (under construction)	Residential (Single Unit dwelling)
Frontage	**Depth**	**Area**	**Shape**
97.22m	irregular	1.443 ha	Irregular
Note: All measurements are taken from the draft Plan			



AERIAL MAP - CDM-001/25, CDM-7316

SUBJECT LANDS

Neighbourhood Characteristics:

The ***surrounding land uses*** consist of industrial uses.

North: Ontario Hydro Network abuts the northerly limit of the subject land. Next north is a rail yard belonging to the Canadian Pacific Railway and the Canadian National Railway Company.

East: Industrial uses on abutting land and land next east. Pillette Rd ROW is further east.

West: Industrial uses on abutting land and lands further west.

South: North Service Road ROW abuts the south limit of the subject land. Next south is the E. C. ROW Expressway.

Municipal Infrastructure:

Municipal sanitary sewer, drainage ditches, watermains, hydro poles and overhead conductors are available in the subject area. North Service Road East is classified as a Class 1 Collector Road. Public transit is available via the Central 3 buses, which operate weekdays only.

The nearest transit bus stop is on the north side of the North Service Road ROW, 36 m distance measured from the east limit of the subject land.

Discussion:

Planning Analysis:

Statutory Regulations:

Under Section 9 of The Condominium Act, an owner may request approval of a plan of condominium subject to Section 51 of The Planning Act (subdivisions). As such, the usual approval process for plans of subdivision is invoked, i.e. review by municipal and provincial agencies, draft plan approval, a condominium agreement and final registration.

The Condominium Act also provides that owners can be exempted from the above-mentioned Planning Act provision if the approval authority (i.e. the City of Windsor) is of the opinion that "such exemption is appropriate in the circumstances". The reasons for exemptions are not specified, but usually applicants can be exempted if the following conditions are satisfied:

(i) that all municipal requirements and conditions have been addressed (for example by an approved application for rezoning and/or site plan control); and
(ii) that the building(s) is suitable for a condominium by virtue of design and amenities.

The proposed condominium complies with the above conditions.

Official Plan:

Employment lands provide the main locations for business and industrial activities. Employment land uses are provided under two designations on Schedule D as either Industrial or Business Park.

The subject property is designated “Industrial” on Schedule "D" - Land Use, City of Windsor Official Plan. The Industrial land use designation provides for a broad range of industrial uses which, because of their physical and operational characteristics, are more appropriately clustered together and separated from sensitive land uses.

The City of Windsor has policies in the Official Plan (s.11.5.2.8) for approval of a plan of condominium with exemption under Section 9 of the Condominium Act. Applications for exemptions may be considered by Council if:

(a) Residential building is constructed or a building permit for its construction has been issued;

(b) the development has received site plan control approval; and

(c) the development does not contain any occupied residential rental units.

Conditions a & c above do not apply to a non-residential condominium. The proposed industrial condominium complies with the applicable condition (b); a Site Plan Approval was granted on January 21, 2025, for the subject development. Although condition (a) does not apply, it is important to note that a building Permit was issued on Jun 11, 2025, for Building #1. See, also, attached Appendices A, B, and C to this report.

Zoning By-Law:

The property is currently zoned Manufacturing District 1.1 by Zoning By-law 8600. The industrial building (under construction) on the property is permitted in the MD1.1 zoning category. Permit 2025-018842 was issued in June 2025 for the construction of Building #1 and the building is under construction. See Site photos attached as Appendix B to this report.

Site Plan Control Approval:

January 21, 2025: The proposed development on the subject lands received Site Plan Control Approval. A site plan agreement was subsequently executed.

April 8, 2025: Site Plan Control Agreement was registered on title as instrument number CE1224410.

Building Permit(s):

Permit 2025 023040 – Issued April 30, 2025 - *Demolish 92 M2 Existing Single Family Dwelling, Clean, Clear and Level Site*.

Permit 2025-018842 – Issued Jun 11, 2025 – *Construct new Industrial Plaza Building (Building #1), Property Site Services …*

Permit 2025-018878 (Not issued yet) - Application to *construct new Industrial Plaza Building (Building 2) as per approved Plans …*

Building Permit 2025-018900 (Not issued yet) - Application for *Industrial Park, Flex Spaces*.

Risk Analysis:

N/A

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

N/A

Consultations:

1. DEPARTMENT AND AGENCIES

Municipal and agency requirements have been addressed and implemented through the site plan control approval process for File SPC-2025-01, and the registration of a site plan agreement on title. The SPC Agreement was registered as Instrument Number CE1224410, on April 8, 2025.

2. PUBLIC NOTICE

No public notification is required where exemptions are requested, and the development is properly zoned for the permitted use. Nevertheless, notice was published in the Windsor Star.

Conclusion:

The application has been processed and evaluated with regards to both *The Planning Act* and *The Condominium Act*, as well as the City of Windsor Official Plan, and is in conformity with the zoning regulations and the City of Windsor Official Plan. Municipal requirements regarding this development have been addressed in the site plan control agreement. Furthermore, the draft plan of condominium is consistent with the approved site plan (File No. SPC-2025-01) with a stamped approval date of January 21, 2025.

It is recommended that this application for approval be exempted from Section 51 of The Planning Act (per Section 9(3) of The Condominium Act). This means that, upon completion (or nearing completion) of construction of the buildings, the owner can proceed directly to registration following submission of an approved final plan of condominium.

Planning Staff recommend approval of the draft Plan for a period of 3 years.

Planning Act Matters:

Justina Nwaesei, MCIP, RPP
Senior Planner - Development

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:

Name	Title
Greg Atkinson	Deputy City Planner – Development
Neil Robertson	City Planner
Aaron Farough	Senior Legal Counsel, Legal & Real Estate
Jelena Payne	Deputy CAO/Commissioner, Economic Development
Ray Mensour	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

1 Appendix A, Condo Exemption Letter (dated June 28, 2025)
2 Appendix B, Site Photos (taken July 22, 2025)
3 Appendix C, Approved Site Plan & elevations (approval date, January 21, 2025)

Pillon Abbs Inc.
LAND USE PLANNING CONSULTANT

23669 Prince Albert Road
Chatham, ON N7M 5J7
tracey@pillonabbs.ca
www.pillonabbs.ca
226-340-1232

June 28, 2025

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

Re: 4470 North Service Road East, Condominium Application, Request for Section 9(3) Exemption

Dear Sir/Madam,

On behalf of the owner of the above-noted property, this is a form request for an exemption pursuant to Section 9(3) of the Condominium Act.

Specifically, the request is to grant an exemption from Sections 51 and 51.1 of the Planning Act for a condominium application.

All development matters have already been addressed through previous approvals under the Planning Act (such as site plan control), and no further approval conditions are required.

Please do not hesitate to contact me if you require any further information

Yours Truly,

Tracey Pillon-Abbs, RPP
Principal Planner

FILE 2025-20

APPENDIX B – SITE PHOTOS (taken July 22, 2025)



View of Subject Site



Partial view of the subject site showing construction activities on the east limit of the subject land, next to the Purolator building on the abutting property.

APPENDIX B – SITE PHOTOS (taken July 22, 2025)



More partial views of the subject site showing construction activities on the east limit of the subject land, next to the Purolator Building on the abutting property.



SITE DATA : SITE ZONING : MD1.1		REQUIRED	PROPOSED
a.	LOT AREA	–	14,432.3 m²
b.	LOT FRONTAGE	–	97.2 m
c.	BUILDING AREA	–	6,197.0 m²
d.	BLDG LOT COVERAGE	–	42.9 %
e.	BUILDING GROSS FLOOR AREA	–	6,197.0 m²
f.	BUILDING HEIGHT	–	10.2 m
g.	BUILDING SETBACKS FRONT – SOUTH REAR – NORTH SIDE NTERIOR – EAST SIDE NTERIOR – WEST	5.0 m – – –	6.6 m 1.9 m 1.8 m 1.8 m
h.	NO. OF PARKING SPACES INDUSTRIAL USES NOT SPECIFICALLY LISTED: 1 SPACE PER 46m2 FIRST 2,700m2 = 2,700 / 46 = 60 SPACES 1 SPACE PER 180m2 REMAINDER = (3603-2,700) / 180 = 20 SPACES TOTAL	NO SPACES	80 SPACES
i.	NO. OF ACCESSIBLE PARKING SPACES 25 TO 100 SPACES TYPE 'A' @ 2% TYPE 'B' @ 2%	2 SPACES 2 SPACES	2 SPACES 2 SPACES
j.	NO. OF LOADING SPACES G.F.A. 1,000m² TO 7,500 m² 1 PER = 3.5m X 7.3m X 4.5m	2 SPACE	2 SPACE
k.	NO. OF BICYCLE PARKING SPACE 20 OR MORE	7 SPACES	7 SPACES
l.	PAVED AREA COVERAGE	–	5,881.2 m² 39.6 %
m.	LANDSCAPED AREA PAVED SOFT TOTAL COVERAGE	MIN 15 %	396.8 m² 2,261.8 m² 2,358.2 m² 16.3 %
n.	NEAR CONCRETE CURB	–	262.7 m

LEGEND

NEW WALKWAY

LANDSCAPED AREA

PAINTED ASPHALT

TYPICAL REFUSE PLAN
SCALE : 3/16" = 1'-0"

REFUSE FRONT ELEVATION
SCALE : 3/16" = 1'-0"

REFUSE SIDE ELEVATION
SCALE : 3/16" = 1'-0"

TYPICAL CURB RAMP PLAN
SCALE : 3/16" = 1'-0"

BUILDING 1
±20,360 S.F. (1,888m²)
3.1.2.10., GRP F, DIVISION 2

BUILDING 2
±20,300 S.F. (1,886m²)
3.2.2.75., GRAP F, DIVISION 2

BUILDING 3
±20,610 S.F. (1,425m²)
3.1.2.70., GROUP F, DIVISION 2

LIMIT OF UNOBSTRUCTED ACCESS TO FIRE HYDRANT AS PER 2.5.1.7. (2012)

EXISTING FIRE HYDRANT (CORNER)

EXISTING CONC. BLOCK INDUSTRIAL BUILDING

PROPOSED LANDLOCKED ROOM, TYPICAL

PROPOSED BARRIER FREE PUBLIC WASHROOMS TYP.

15m FRONT YARD SETBACK

N23°42'00"W 189.41

N67°12'00"W 51.25

N67°30'00"W 64.48

N23°35'00"W 178.63

N71°13'00"E 97.22

PROPOSED STORM POND

REMOVE EXISTING DRAIN AND DRIVE APPROACH EXTEND DITCH TO MATCH EXISTING, SEE CIVIL

REFUSE END CAPS SEE DETAILS

CONC. PAD W/ALWAYS SET AT GRADE W/ CONC. TILED PATT. STEEL BOLLARDS, TYP.

6.0m TYP. ACCESS LANE

LOADING SPACE - MIN. 3.3m x 7.3m x 3.5m HIGH CLEARANCE

LOADING

NO PARKING ZONE

NEW PROPOSED FIRE HYDRANT LOCATION

NEW DRIVE APPROACH WITH FRENCH DRAIN, SEE CIVIL

NORTH SERVICE ROAD

PROPOSED LOADING RAMP W/ DOCK EDGE LEVELER

LOADING STAGING AREA

EXISTING CHAIN LINK FENCE

7 NEW BICYCLE SPACES @ 0.6m x 2.5m PER SPACE

SITE PLAN
SCALE : 1" = 20'-0"
0 5 10 20 30 60 FEET

SPAO-BV date 2025-01-21

APPROVED
In accordance with By-Law 139-2013
CITY OF WINDSOR

FILE NO. SPC-2025-01

2024/10/23	SPC STAGE 2, REV. 1
2024/07/12	SPC STAGE 2
2024/03/22	SPC PRE-CONSULT

date (yyy/mm/dd) issued for:

general notes:

1. THIS PRINT IS AN INSTRUMENT OF SERVICE ONLY AND IS THE PROPERTY OF THE ARCHITECT.
2. DRAWINGS SHALL NOT BE SCALED.
3. CONTRACTORS SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND CONDITIONS ON THE JOB. ANY DISCREPANCIES MUST BE REPORTED TO THE ARCHITECT BEFORE THE COMMENCEMENT OF WORK. DO NOT SCALE FROM THE DRAWINGS AND CONDITIONS SHOWN BY THESE DRAWINGS.
4. ATTENTION IS DIRECTED TO PROTECTION OF THE GENERAL PUBLIC AND WORKERS ON THE JOB SITE AS REQUIRED AND DICTATED BY LAW AND IN REGARD TO THE PROVISION OF SAFE WORKING CONDITIONS.
5. IN THE EVENT THE ARCHITECT IS RETAINED TO REVIEW SHOP DRAWINGS, SUCH REVIEW IS ONLY FOR GENERAL CONFORMANCE WITH THE DESIGN CONCEPT OF THE PROJECT AND GENERAL COMPLIANCE WITH THE INFORMATION GIVEN IN THE CONTRACT DOCUMENTS.
6. CONTRACTORS SHALL PROMPTLY NOTIFY THE ARCHITECT IN WRITING OF THE EXISTENCE OF ANY FOUNDED OBSTRUCTIONS, ERRORS, OMISSIONS, DISCREPANCIES AND/OR AMBIGUITIES IN THE CONTRACT DOCUMENTS.
7. THE ARCHITECT IS NOT RESPONSIBLE FOR THE CONTRACTOR'S MEANS, METHODS AND OPTIONS IN THE CONSTRUCTION OF THIS FACILITY.

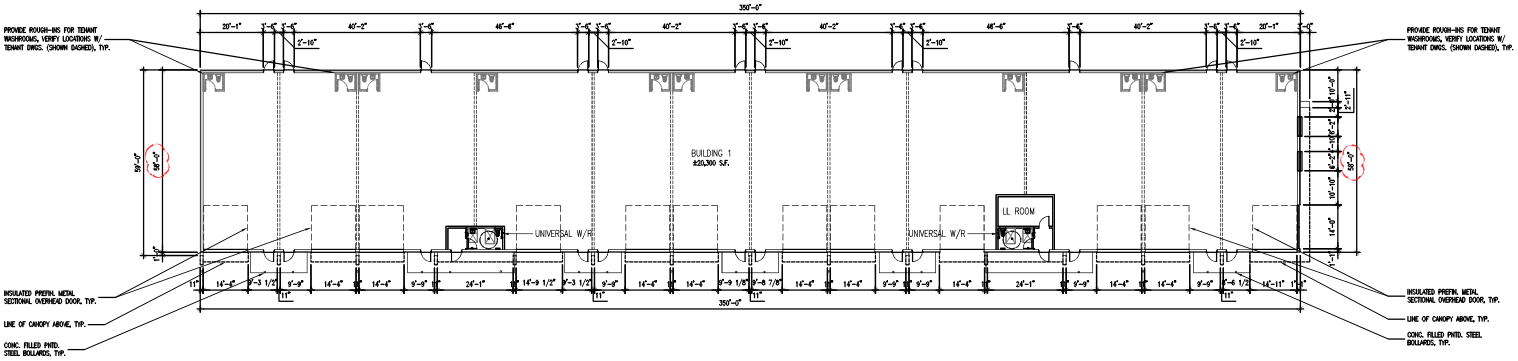
Architectural Design Associates inc. architect
1670 mercer street
windsor ontario canada n8x 3p7
p: 519.254.3430 fax: 519.254.3642
e-mail - info@ada-architect.ca www.ada-architect.ca

project:
PROPOSED INDUSTRIAL FLEX SPACE
NORTH SERVICE ROAD
WINDSOR, ON

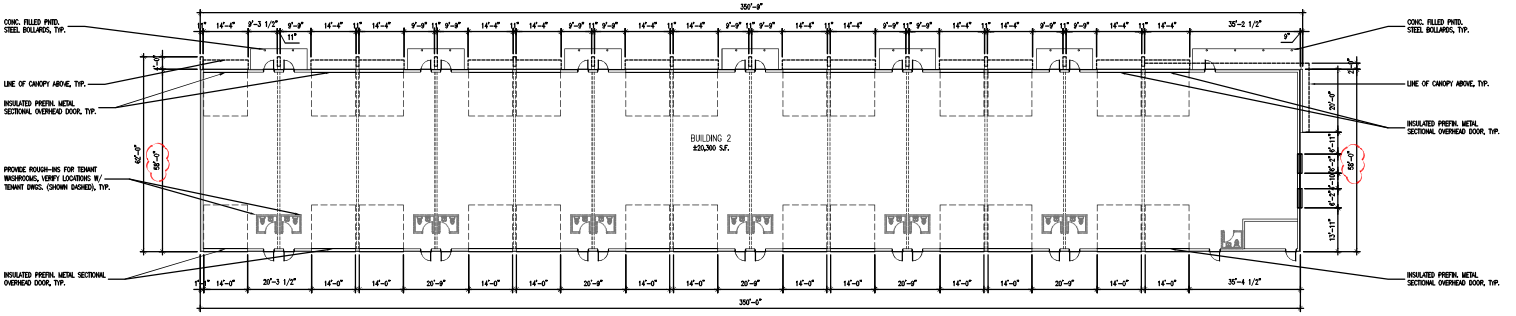
client:
SUPREME HOMES GROUP

title:
SITE PLAN

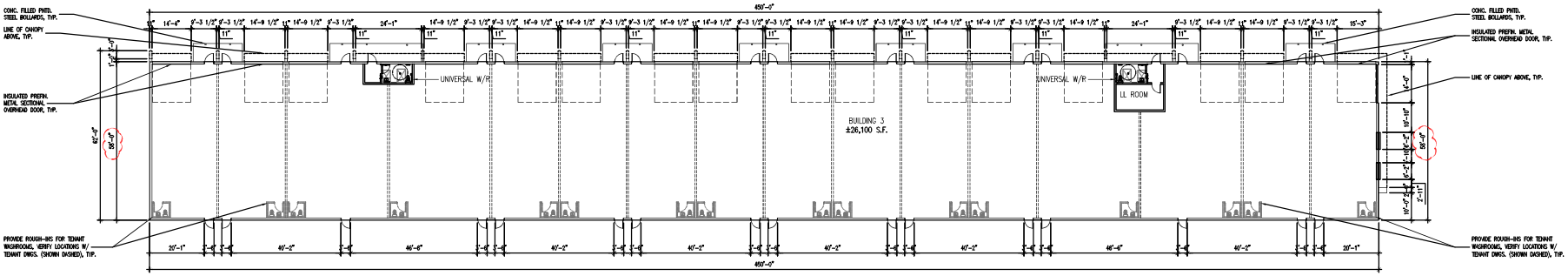
scale:	AS SHOWN
drawn by:	JT, TK, JM
checked by:	JBK
date:	FEBRUARY, 2024
comm. no:	2024-049
sheet no.:	A1.0



BUILDING 1: FLOOR PLAN
SCALE : 1/16" = 1'-0"



BUILDING 2: FLOOR PLAN
SCALE : 1/16" = 1'-0"



BUILDING 3: FLOOR PLAN
SCALE : 1/16" = 1'-0"

2024/10/23 SPC STAGE 2, REV. 1
2024/07/02 SPC STAGE 2
date (yyyy/mm/dd) issued for:

general notes:

1. THIS DRAWING IS AN INSTRUMENT OF SERVICE ONLY AND IS THE PROPERTY OF THE ARCHITECT.
2. DRAWINGS SHALL NOT BE SCALED.
3. CONTRACTORS SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND CONDITIONS ON THE JOB AND REPORT ANY DISCREPANCIES OR OMISSIONS FROM THE DRAWINGS AND CONDITIONS SHOWN BY THESE DRAWINGS.
4. ATTENTION IS DIRECTED TO PROVISIONS IN THE GENERAL CONDITIONS OF THE CONTRACT FOR CONSTRUCTION RELATIVE TO ASSIGNMENT OF SHOP DRAWINGS.
5. IN THE EVENT THE ARCHITECT IS REQUIRED TO REVIEW SHOP DRAWINGS, SUCH REVIEW IS ONLY FOR CONFORMANCE WITH THE DESIGN CONCEPT OF THE CONSTRUCTION AND NOT FOR CONSTRUCTION METHODS.
6. CONTRACTORS SHALL PROMPTLY NOTIFY THE ARCHITECT IN WRITING OF ANY CONFLICT, OMISSION OR VARIANCE BETWEEN THE CONTRACT DOCUMENTS AND ANY APPLICABLE CODES OR BY-LAWS.
7. THE ARCHITECT IS NOT RESPONSIBLE FOR THE CONSTRUCTION, MEANS, METHODS, TECHNIQUES, SEQUENCES OR PROCEDURES OR SAFETY PRECAUTIONS AND PROGRAMS IN CONNECTION WITH THE WORK.

stamp:

architectural design associates inc. architects
1670 mercer street
windsor ontario canada n8x 3p7
ph 519.254.3430 fax 519.254.3642
email - info@adaarchitects.com www.adaarchitects.ca

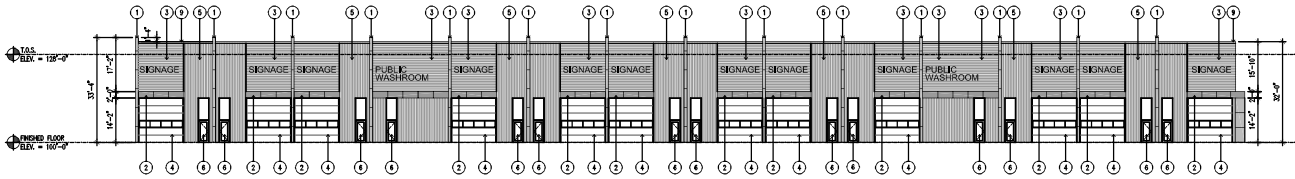
project:
PROPOSED INDUSTRIAL FLEX SPACE
NORTH SERVICE ROAD
WINDSOR, ON

client:
SUPREME HOMES GROUP

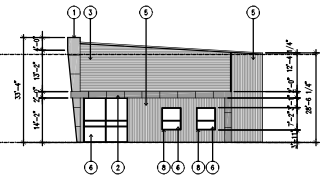
title:
FLOOR PLANS

scale: AS SHOWN
drawn by: JT, TK, DM
checked by: JBK
date: FEBRUARY, 2024
comm. no.: 2024-049
sheet no.:

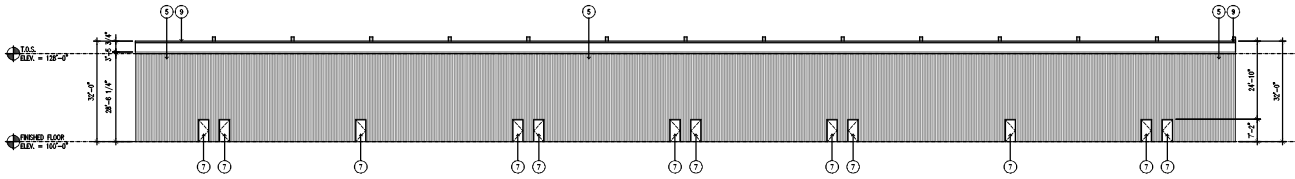
A1.1



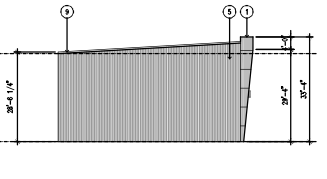
BUILDING 1: WEST ELEVATION
SCALE : 1/16" = 1'-0"



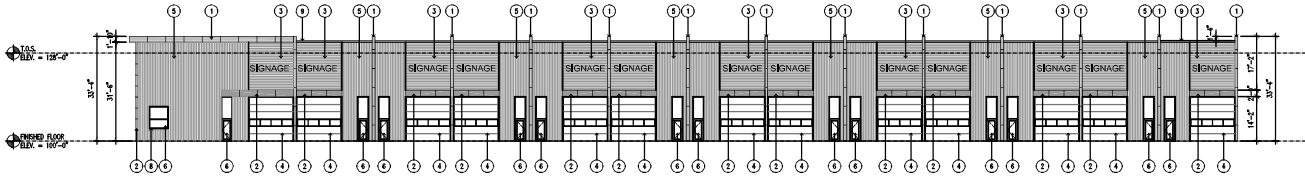
BUILDING 1: SOUTH ELEVATION
SCALE : 1/16" = 1'-0"



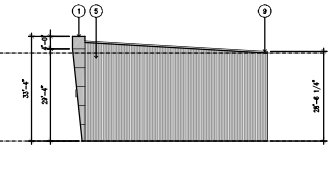
BUILDING 1: EAST ELEVATION
SCALE : 1/16" = 1'-0"



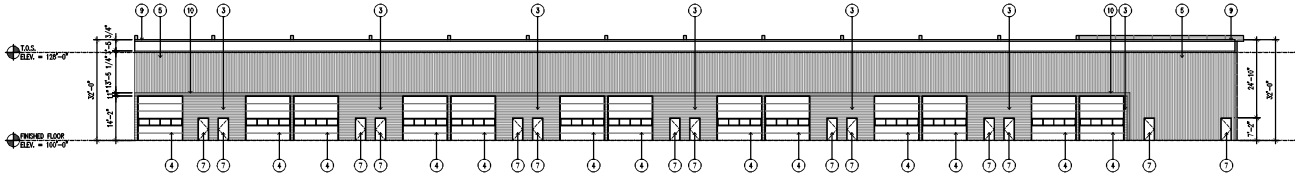
BUILDING 1: NORTH ELEVATION
SCALE : 1/16" = 1'-0"



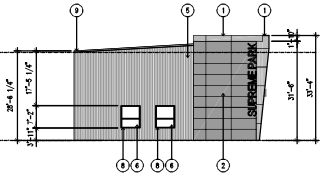
BUILDING 2: EAST ELEVATION
SCALE : 1/16" = 1'-0"



BUILDING 2: NORTH ELEVATION
SCALE : 1/16" = 1'-0"



BUILDING 2: WEST ELEVATION
SCALE : 1/16" = 1'-0"



BUILDING 2: SOUTH ELEVATION
SCALE : 1/16" = 1'-0"

EXTERIOR FINISH SCHEDULE					
IDENT. NO.	FINISH DESCRIPTION	PRODUCT	SIZE	COLOUR	NOTE
1	ALUMINUM COMPOSITE METAL PANEL SYSTEM (ACM)	APOLIC OR EQUAL	-	-	-
2	ALUMINUM COMPOSITE METAL PANEL SYSTEM (ACM)	APOLIC OR EQUAL	-	-	-
3	METAL SIDING ON INSULATED METAL PANEL (FACADE SYSTEM)	WOWEST	-	-	HORIZONTAL
4	INSULATED PREFIN. METAL SECTIONAL OVERHEAD DOOR	-	-	-	-
5	INSULATED METAL PANEL	WOWEST	-	-	VERTICAL
6	ALUM. CURTAIN WALL GLAZING SYSTEM	-	-	-	-
7	PHTD. INSULATED METAL DOORS AND FRAMES	-	-	-	-
8	HOT-DIPPED GALVANIZED STEEL WINDOW BOX	-	-	-	-
9	METAL FLASHING	WOWEST	-	-	-
10	PAINTED METAL SIDING	-	-	-	-

SPAO-BV date 2025-01-21

APPROVED
In accordance with By-Law 139-2013
CITY OF WINDSOR

FILE NO. SPC-2025-01

2024/07/02 | SPC STAGE 2
date (yyyy/mm/dd) | issued for:

general notes:

1. THIS DRAWING IS AN INSTRUMENT OF SERVICE ONLY AND IS THE PROPERTY OF THE UNDERSIGNED.
2. DRAWINGS SHALL NOT BE SCALED.
3. CONTRACTORS SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND CONDITIONS ON SITE AND SHALL REPORT ANY DISCREPANCIES OR VARIATIONS FROM THE DRAWINGS AND CONDITIONS SHOWN BY THESE DRAWINGS.
4. ATTENTION IS DIRECTED TO PROVISIONS IN THE GENERAL CONDITIONS OF THE CONTRACT FOR SUBMISSION AND APPROVAL OR REVISION OF SUBMISSION OF SHOP DRAWINGS.
5. IN THE EVENT THE ARCHITECT IS RETAINED TO REVIEW SHOP DRAWINGS, SUCH REVIEW IS ONLY TO CHECK FOR CONFORMANCE WITH THE DESIGN CONCEPT AND THE CONTRACT DOCUMENTS.
6. CONTRACTOR SHALL STRICTLY NOTIFY THE ARCHITECT IN WRITING OF THE ESTIMATED DATE OF COMPLETION SUFFICIENTLY IN ADVANCE OF ANY REQUIRED INSPECTIONS.
7. THE ARCHITECT IS NOT RESPONSIBLE FOR THE CONSTRUCTION MEANS, METHODS, TECHNIQUES OR SEQUENCES IN THE CONSTRUCTION OF THIS FACILITY.

stamp:

architectural design associates inc. architect
1670 mercer street
windsor ontario canada n8x 3p7
ph 519.254.3430 fax 519.254.3642
email - info@adaarchitects.com www.adaarchitects.com

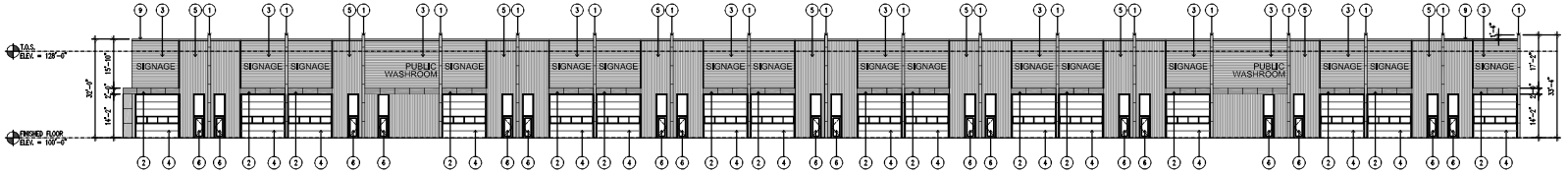
project:
PROPOSED INDUSTRIAL FLEX SPACE
NORTH SERVICE ROAD
WINDSOR, ON

client:
SUPREME HOMES GROUP

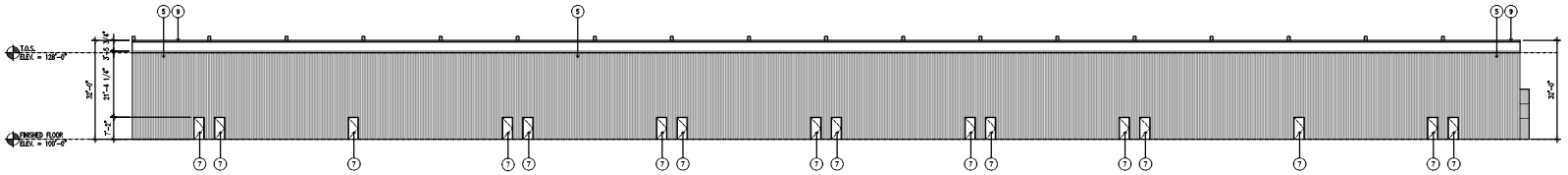
title:
ELEVATIONS
BUILDING 1 & 2

scale: AS SHOWN
drawn by: JT, TK, DM
checked by: JBK
date: FEBRUARY, 2024
comm. no.: 2024-049
sheet no.:

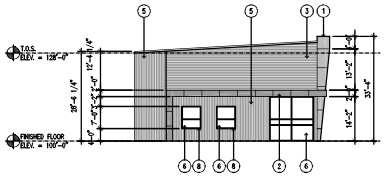
A3.1



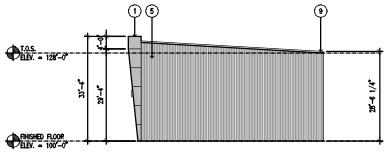
BUILDING 3: EAST ELEVATION
SCALE : 1/16" = 1'-0"



BUILDING 3: WEST ELEVATION
SCALE : 1/16" = 1'-0"



BUILDING 3: SOUTH ELEVATION
SCALE : 1/16" = 1'-0"



BUILDING 3: NORTH ELEVATION
SCALE : 1/16" = 1'-0"

EXTERIOR FINISH SCHEDULE

IDENT. NO.	FINISH DESCRIPTION	PRODUCT	SIZE	COLOUR	NOTE
1	ALUMINUM COMPOSITE METAL PANEL SYSTEM (ACM)	APOLIC OR EQUAL	–	–	–
2	ALUMINUM COMPOSITE METAL PANEL SYSTEM (ACM)	APOLIC OR EQUAL	–	–	–
3	METAL SIDING OR INSULATED METAL PANEL (FACADE SYSTEM)	VICWEST	–	–	HORIZONTAL
4	INSULATED PREFIN. METAL SECTIONAL OVERHEAD DOOR	–	–	–	–
5	INSULATED METAL PANEL	VICWEST	–	–	VERTICAL
6	ALUM. CURTAIN WALL GLAZING SYSTEM	–	–	–	–
7	PNTD. INSULATED METAL DOORS AND FRAMES	–	–	–	–
8	HOT-DIPPED GALVANIZED STEEL WINDOW BOX	–	–	–	–
9	METAL FLASHING	VICWEST	–	–	–
10	PAINTED METAL SIDING	–	–	–	–

SPAO-BV date 2025-01-21

APPROVED
In accordance with By-Law 139-2013
CITY OF WINDSOR

FILE NO. SPC-2025-01

2024/07/02 | SPC STAGE 2
date (yyyy/mm/dd) | issued for:

general notes:

1. THIS STAMP IS AN INSTRUMENT OF SERVICE ONLY AND IS THE PROPERTY OF THE UNDERSIGN.
2. DRAWINGS SHALL NOT BE SCALED.
3. CONTRACTORS SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND CONDITIONS ON THE JOB. ANY DISCREPANCIES SHALL BE REPORTED TO THE UNDERSIGNED BEFORE ANY WORK IS COMMENCED OR CONTINUED. DRAWINGS NOT TO BE SCALED.
4. ATTENTION IS DIRECTED TO PROVISIONS IN THE GENERAL CONDITIONS OF THE CONTRACT FOR ARCHITECTURAL APPROVAL BY REVIEW OF SUBMISSION OF SHOP DRAWINGS.
5. IN THE EVENT THE ARCHITECT IS RETAINED TO REVIEW SHOP DRAWINGS, SUCH REVIEW IS ONLY FOR CONFORMITY TO THE DESIGN CONCEPT AND COMPLIANCE WITH THE INFORMATION GIVEN IN THE CONTRACT DOCUMENTS.
6. CONTRACTORS SHALL PROMPTLY NOTIFY THE ARCHITECT IN WRITING OF ANY DISCREPANCY BY ANY TRADES OR SUBTRADES FROM THE REQUIREMENTS OF THE CONTRACT DOCUMENTS AND ANY APPLICABLE CODES OR BY-LAWS.
7. THE ARCHITECT IS NOT RESPONSIBLE FOR THE CONSTRUCTION MEANS, METHODS, TECHNIQUES OR SEQUENCES IN THE CONSTRUCTION OF THIS FACILITY.

stamp:

architectural design associates inc. architect
1670 mercer street
windsor ontario canada n8x 3p7
ph 519.254.3430 fax 519.254.3642
email - info@adaarchitects.ca www.adaarchitects.ca

project:
PROPOSED INDUSTRIAL
FLEX SPACE
NORTH SERVICE ROAD
WINDSOR, ON

client:
SUPREME HOMES GROUP

title:
ELEVATIONS
BUILDING 3

scale: AS SHOWN
drawn by: JT, TK, DM
checked by: JBK
date: FEBRUARY, 2024
comm. no.: 2024-049
sheet no.:

A3.2

Item No. 8.1

Committee Matters: SCM 215/2025

Subject: Adoption of the Development & Heritage Standing Committee minutes of its meeting held July 7, 2025

Development & Heritage Standing Committee Meeting

Date: Monday, July 7, 2025
Time: 4:30 o'clock p.m.

Members Present:

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

Councillor Regrets
Ward 4 - Councillor Mark McKenzie

Members
Member Joseph Fratangeli
Member Daniel Grenier
Member Charles Pidgeon
Member William Tape

Members Regrets
Member Anthony Arbour
Member John Miller
Member Robert Polewski
Member Khassan Saka

PARTICIPATING VIA VIDEO CONFERENCE ARE THE FOLLOWING FROM ADMINISTRATION:

Diana Radulescu, Planner II – Development Review
Kevin Alexander, Planner III – Special Projects
Sandra Gebauer, Council Assistant

ALSO PARTICIPATING IN COUNCIL CHAMBERS ARE THE FOLLOWING FROM ADMINISTRATION:

Jelena Payne, Commissioner, Economic Development / Deputy Chief Administrative Officer

Neil Robertson, City Planner
Greg Atkinson, Deputy City Planner
Emilie Dunnigan, Manager Development Revenue & Financial Administration
Sahar Jamshidi, Manager, Road Safety
Patrick Winters, Manager, Development
James Abbs, Manager, Land Information and Special Projects
Laura Strahl, Manager, Development Applications
Adam Szymczak, Planner III – Development
Simona Simion, Planner III – Economic Development
Brian Nagata, Planner III – Development
Tracy Tang, Planner III – Heritage
Elara Mehrilou, Transportation Planner I
Natasha McMullin, Secretary
Anna Ciacelli, Deputy City Clerk

Delegations—participating via video conference

Item 7.1 & 7.3 - Tracey Pillon-Abbs, Principal Planner, Pillon Abbs Inc.
Item 7.2 - Robert Brown, Consultant for the property owner, Oakview Land Use Planning
Item 7.3 - Keenan O'Brien, Area Resident
Item 11.1 - David Anstett, Property Owner
Item 11.1 - Tim Mullings, Senior Environmental Consultant, WSP Canada Inc.

Delegations—participating in person

Item 7.1 - Jackie Ng, Designer, Avant Group Inc.
Item 7.3 - Andi Shallvari, Property Owner
Item 7.3 - Cindy Pastorius, Area Resident
Item 7.3 - Louise Mayville, Area Resident
Item 10.1 - John Krizan, On behalf of the owner
Item 10.1 - Kylene Dupuis, Intern Architect AIBC, Felix Culpa Architecture
Item 11.1 - Jeremiah Davies on behalf of 2579105 Ontario Inc.

1. CALL TO ORDER

The Chairperson calls the meeting of the Development & Heritage Standing Committee (*Heritage Act* Matters) to order at 4:31 o’clock p.m.

2. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

***Heritage Act* Matters**

Member William Tape discloses an interest and abstains from voting on Item 10.1 being "Notice of Intent to Partially Demolish a Heritage Listed Property – 711 Riverside Drive East, Commercial Building (Ward 4)," as the proponent used a 2021 report that Member William Tape authored.

***Planning Act* Matters**

Member Daniel Grenier discloses an interest and abstains from voting on Item 7.1 being "Rezoning – 3880 Matchett Road - Z-007/25 ZNG/7292 - Ward 2," as his company has hired the planner on record for the application for one of their projects.

Member Daniel Grenier discloses an interest and abstains from voting on Item 7.3 being "ZBA - 0 Randolph Ave - Z-008/25 [ZNG/7297] – Andi Shallvari - Ward 1," as his company has hired the planner on record for the application for one of their projects.

3. REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS

None requested.

4. COMMUNICATIONS

None presented.

8. ADOPTION OF THE MINUTES

8.1. Adoption of the Development & Heritage Standing Committee minutes of its meeting held June 2, 2025

Moved by: Member William Tape
Seconded by: Member Joseph Fratangeli

THAT the minutes of the Development & Heritage Standing Committee meeting held June 2, 2025 **BE ADOPTED** as presented.
Carried.

Report Number: SCM 178/2025

10. *HERITAGE ACT* MATTERS

10.1. Notice of Intent to Partially Demolish a Heritage Listed Property – 711 Riverside Drive East, Commercial Building (Ward 4)

John Krizan, on behalf of the property owner

John Krizan, on behalf of the property owner, appears before the Development & Heritage Standing Committee regarding the administrative report dated June 12, 2025, entitled “Notice of Intent to Partially Demolish a Heritage Listed Property – 711 Riverside Drive East, Commercial Building” and is available for questions.

Kylene Dupuis, Intern Architect AIBC, Felix Culpa Architect

Kylene Dupuis, Intern Architect AIBC, Felix Culpa Architect, appears before the Development & Heritage Standing Committee regarding the administrative report dated June 12, 2025, entitled “Notice of Intent to Partially Demolish a Heritage Listed Property – 711 Riverside Drive East, Commercial Building” and is available for questions.

Councillor Kieran McKenzie asks the representative of the property owner, if there is any intention to seek a Heritage Designation for the property. Mr. Krizan replies that the owner does not intend to designate at this time.

Councillor Angelo Marignani inquires whether the property will be mixed use residential and commercial. Mr. Krizan replies that the property is currently residential, with the intention to renovate both upper and lower units to be residential apartments. Mr. Krizan adds that the long-term goal is to eventually have commercial space on the ground level, and an apartment above.

Councillor Angelo Marignani asks if anything will be done with the facade facing Riverside Drive. Mr. Krizan replies that the façade has already been restored.

Councillor Kieran McKenzie remarks that he appreciates the work that Mr. Krizan has done to the property to preserve its heritage value.

Councillor Jim Morrison inquires as to what the next steps would be should the Committee wish to consider designating the property. Tracy Tang, Planner III – Heritage (Acting) appears before the Development & Heritage Standing Committee regarding the administrative report dated June 12, 2025, entitled “Notice of Intent to Partially Demolish a Heritage Listed Property – 711 Riverside Drive East, Commercial Building” and explains that the designation request could be brought forward by city staff without the property owner’s consent. A notice of intention to designate and a report justifying the heritage value criteria the property meets would need to be prepared. The property is considered a high priority property for designation. However, because the property owner is not interested in pursuing the designation, and could appeal the city’s designation attempt, administration recommends not pursuing heritage designation at this time. Neil Robertson, City Planner, appears before the Development & Heritage Standing Committee regarding the administrative report dated June 12, 2025, entitled “Notice of Intent to Partially Demolish a Heritage Listed Property – 711 Riverside Drive East, Commercial Building” and adds that pursuing the heritage designation now would delay the owner’s project plans. Administration supports the project in that it does not interfere with the heritage value of the property and would prefer to work with the owner and pursue designation once all work is completed.

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

Decision Number: **DHSC 749**
THAT the Notice of Intent to partially demolish 711 Riverside Drive East, Commercial Building, to remove the existing rear one-storey garage addition and construct a new two-storey addition in its place **BE RECEIVED.**
Carried.
Member William Tape discloses an interest and abstains from voting on this matter.

Report Number: S 83/2025
Clerk's File: MBA/14987

There being no further business the meeting of the Development & Heritage Standing Committee (*Heritage Act* Matters) portion is adjourned at 4:46 o'clock p.m.

The Chairperson calls the *Planning Act* Matters portion of the Development & Heritage Standing Committee meeting to order at 4:49 o'clock p.m.

5. ADOPTION OF THE *PLANNING ACT* MINUTES

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

Moved by: Councillor Angelo Marignani
Seconded by: Member Daniel Grenier

THAT the *Planning Act* minutes of the Development & Heritage Standing Committee meeting held May 5, 2025 **BE ADOPTED** as presented.
Carried.

Report Number: SCM 166/2025

6. PRESENTATION DELEGATIONS (*PLANNING ACT* MATTERS)

See items 7.1. through 7.3.

7. *PLANNING ACT* MATTERS

7.1. Rezoning – 3880 Matchett Road - Z-007/25 ZNG/7292 - Ward 2

Moved by: Councillor Angelo Marignani
Seconded by: Councillor Fred Francis

Decision Number: **DHSC 746**

1. THAT Zoning By-law 8600 **BE AMENDED** by adding the following zoning exception to Section 91.10:

3. WEST SIDE OF MATCHETT ROAD, NORTH OF CHAPPELL AVENUE

For the land comprising PLAN 656 LOT 53 N PT LOT 54 (PIN 01259-0411), the following additional provisions shall apply:

a) *Gross Floor Area*: *maximum* 480 m^2

b) *Gross Floor Area* of more than 480 m^2 is prohibited

c) Notwithstanding Section 11.1.5.5 and Section 5.65.1, the *maximum front yard* depth shall be 6.0 m.

(ZDM 4; ZNG/7292); and,

2. THAT Zoning By-law 8600 **BE FURTHER AMENDED** by changing the zoning of PLAN 656 LOT 53 N PT LOT 54, (PIN 01259-0411), situated on the west side of Matchett Road, north of Chappell Avenue (3880 Matchett Road; Roll No. 050-480-04200) from RD1.2 to RD2.2x3.

Carried.

Member Daniel Grenier discloses an interest and abstains from voting on this matter.

Report Number: S 75/2025
Clerk's File: Z/14570

7.2. ZBA Application for 4641 Malden Road, Z-010/25 [ZNG-7301], Ward 1

Moved by: Councillor Fred Francis
Seconded by: Councillor Angelo Marignani

Decision Number: **DHSC 747**

I. THAT Zoning By-law 8600 **BE AMENDED** by adding the following zoning exception to Section 91.10:

1. NORTHEAST CORNER OF HALLIDAY AVENUE AND MALDEN ROAD

For the lands comprising of Lots 88 to 92, Plan 972 (PIN 01262-1355 LT), the following additional provision shall apply:

a) For a *Single Unit Dwelling*, a central air conditioning system shall be provided.

[ZDM 5; ZNG/7301]; and,

II. THAT Zoning By-law 8600 **BE FURTHER AMENDED** by adding the following clause to Section 95.20:

(14) a) Submission of an Erosion and Sediment Control Plan and a Relocation and Monitoring Plan in accordance with the Environmental Evaluation Report prepared by Terrastory Environmental Consulting Inc., dated January 2, 2025, to the satisfaction of the City Planner.

[ZNG/7301]; and,

III. THAT Zoning By-law 8600 **BE FURTHER AMENDED** by changing the zoning of Lots 88 to 92, Plan 972 (PIN 01262-1355 LT), situated at the northeast corner of Halliday Avenue and Malden Road from DRD1.1 to H(14)RD1.3x(1).

Carried.

Report Number: S 80/2025
Clerk's File: Z/14980

7.3. ZBA - 0 Randolph Ave - Z-008/25 ZNG/7297 - Ward 1

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

Decision Number: **DHSC 748**

I. THAT Zoning By-law 8600 **BE AMENDED** by adding the following zoning exception to Section 91.10:

2. EAST SIDE OF RANDOLPH AVENUE BETWEEN WEST GRAND BOULEVARD AND GRAND MARAIS ROAD WEST

For the lands comprising Lots 406 and 407, Plan 1295 and Part 1, Plan 12R29574, one *Semi-Detached Dwelling* shall be an additional permitted *main use*.
[ZDM 8; ZNG/7297]; and,

II. THAT Zoning By-law 8600 **BE FURTHER AMENDED** by changing the zoning of Lots 406 and 407, Plan 1295 and Part 1, Plan 12R29574, situated on the east side of Randolph Ave, south of Grand Marais Road West, known municipally as 0 Randolph Avenue, from RD1.4 to RD1.4x(2).

Carried.
Member Daniel Grenier discloses an interest and abstains from voting on this matter.
Councillor Fred Francis voting nay.

Report Number: S 78/2025
Clerk's File: Z/14979

There being no further business the meeting of the Development & Heritage Standing Committee (*Planning Act* Matters) portion is adjourned at 5:58 o'clock p.m.

The Chairperson calls the Administrative Items portion of the Development & Heritage Standing Committee meeting to order at 5:58 o'clock p.m.

11. ADMINISTRATIVE ITEMS

11.1. Community Improvement Plans – Extension and Rescindment of Grant Approvals (City Wide)

David Anstett, Property Owner

David Anstett, Property Owner appears before the Development & Heritage Standing Committee via Zoom regarding the administrative report dated May 12, 2025, entitled "Community Improvement Plans – Extension and Rescindment of Grant Approvals" to explain that the property was purchased from the city in 2015, and was promised a tax exemption provided certain criteria were met. Mr. Anstett is requesting an extension of the grant approval in order to finish the extensive work required on the property.

Tim Mullings, Senior Environmental Consultant, WSP Canada Inc.

Tim Mullings, Senior Environmental Consultant, WSP Canada Inc. appears before the Development & Heritage Standing Committee via Zoom regarding the administrative report dated May 12, 2025, entitled "Community Improvement Plans – Extension and Rescindment of Grant Approvals" and provides a brief overview of the work required on the property at 9082-9152 Tecumseh Road East (U-Haul). Mr. Mullings provides details related to the history of the property and requests on behalf of the property owner, for an extension to be granted beyond the June 2026 deadline already in place, as they will not be able to complete the record of site condition required by the grant approval by that deadline.

Councillor Fred Francis requests that administration clarify that extensions can be granted so long as the property owner can provide a reasonable explanation as to why it is needed. Mr. Robertson replies that this is correct, and that the purpose of Mr. Mullings presentation was to provide this explanation, and demonstrate that work has been, and continues to be, done. Administration is agreeable to an extension due to this explanation.

Jeremiah Davies, on behalf of 2579105 Ontario Inc.

Jeremiah Davies, on behalf of 2579105 Ontario Inc., appears before the Development & Heritage Standing Committee regarding the administrative report dated May 12, 2025, entitled "Community Improvement Plans – Extension and Rescindment of Grant Approvals" to request an extension as the owners are involved in some shareholder issues, once the issues are resolved the work should be able to move forward.

Councillor Angelo Marignani requests a timeline for the property improvements in order to complete the application for the Community Improvement Fund. Mr. Mullings replies that the expectation is to be late 2027.

Councillor Angelo Marignani requests clarification related to the extension request. Mr. Robertson replies that Administration is recommending the extension, but it would be up to the committee to decide the length of that extension.

Councillor Kieran McKenzie inquires as to how the property owner will be proceeding assuming the shareholder issues are resolved in the expected two month timeframe. Mr. Davies replies that the architectural work is complete and they will be applying for the building permit as soon as possible.

Councillor Kieran McKenzie would like to establish an estimated timeline to prevent the building owner from asking for an additional extension should the process take longer than two months.

Councillor Jim Morrison suggests it would be more appropriate to grant the extension until the end of 2026, rather than 2025, to account for any delays.

Councillor Angelo Marignani requests clarification on how it was determined which Community Incentive Programs would be extended and which would be rescinded. Laura Strahl, Manager, Development Application appears before the Development & Heritage Standing Committee regarding the administrative report dated May 12, 2025, entitled “Community Improvement Plans – Extension and Rescindment of Grant Approvals” and replies that Administration communicated with the applicants, or was aware of the status of site planning or zoning by-law applications, and determined if it was reasonable to extend based on their progress.

Moved by: Councillor Angelo Marignani
Seconded by: Councillor Fred Francis

Decision Number: **DHSC 750**

I. THAT all approvals to participate in Community Improvement Plan Grant Programs granted by Council Resolutions listed in Appendix A **BE EXTENDED** to June 30, 2026 and that each grant approval **EXPIRE** and **BE RESCINDED** should the project not be completed or other terms of the grant not be satisfied to the satisfaction of the City Planner as of July 1, 2026**,** save and except 9082 Tecumseh Rd East – U-Haul **BE EXTENDED** until December 31, 2027 and grant approval **EXPIRE** and **BE RESCINDED** should the project not be completed or other terms of the grant not be satisfied to the satisfaction of the City Planner as of January 1, 2028; and,

II. Should CIP Grants identified in Appendix A expire as of July 1, 2026:

   a. THAT any related funding allocated in the CIP Reserve (Fund 226) **BE UNENCUMBERED** and/or any related funding already transferred to a CIP capital project for these CIP Grants **BE RETURNED** to the CIP Reserve (Fund 226) and **UNENCUMBERED**.

   b. THAT the approval for future tax increment grants **BE RESCINDED**; and,

III. THAT all approvals to participate in the Community Improvement Plan Grant Programs granted by Council Resolutions listed in Appendix B **BE RESCINDED,** save and except for the approval to participate in the Community Improvement Plan Grant program for the property located at 3239 Russel Street **BE EXTENDED** until December 31, 2026; and,

a. THAT funding in the amount of $399,501.18 **BE RETURNED** to the CIP Reserve (Fund 226) and **BE UNCOMITTED**;

b. THAT the approval for future tax increment grants **BE RESCINDED**, save and except for the approval to participate in the Community Improvement Plan Grant program for the property located at 3239 Russel Street **BE EXTENDED** until December 31, 2026; and,

IV. THAT all approvals to participate in the Brownfield Property Tax Assistance Program under the Brownfield Redevelopment Community Improvement Plans as listed in Appendix C **BE RESCINDED**; and,

V. That the length of the grant period for those items listed in Appendix C under the Brownfield Rehabilitation Grant Program **BE ADJUSTED**, if necessary, to ensure the total length of financial assistance is consistent with the original approvals.

Carried.

Report Number: S 73/2025
Clerk's File: SPL2025

11.2. Closure of east/west alley located between Olive Road and Norman Road, Ward 8, SAA-7296

Moved by: Councillor Angelo Marignani
Seconded by: Councillor Fred Francis

Decision Number: **DHSC 751**

I. THAT the 7.62-metre-wide east/west alley located between Olive Road and Norman Road, and shown as Parts 1 & 2 on Drawing No. CC-1872 (attached hereto as Appendix "A"), and hereinafter referred to as the "Subject Alley", **BE ASSUMED** for subsequent closure; and,

II. THAT the north half of the Subject Alley, shown as Part 1 on Drawing No. CC-1872, **BE CLOSED AND RETAINED** by The Corporation of the City of Windsor and as necessary, in a manner deemed appropriate by the City Planner, subject to the following:

a. Easement, 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 the existing utility pole with guy wires and anchors supporting overhead utility lines.

b. Ontario Land Surveyor be directed to create a Part for the aforesaid easement per the instructions provided by Bell Canada through their comments included in the attached hereto Appendix “C”; and,

III. THAT the south half of the Subject Alley, shown as Part 2 on Drawing No. CC-1872, **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. Easement, 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 the existing utility pole with guy wires and anchors supporting overhead utility lines.

b. Ontario Land Surveyor be directed to create a Part for the aforesaid easement per the instructions provided by Bell Canada through their comments included in the attached hereto Appendix “C”; and,

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

a. 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; and,

V. THAT The City Planner **BE REQUESTED** to supply the appropriate legal description, in accordance with Drawing No. CC-1872; and,

VI. THAT The City Solicitor **BE REQUESTED** to prepare the necessary by-law(s); and,

VII. THAT The Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign all necessary documents approved as to form and content satisfactory to the City Solicitor; and,

VIII. THAT the matter **BE COMPLETED** electronically pursuant to By-law Number 366-2003.
Carried.

Report Number: S 76/2025
Clerk’s File: SAA2025

11.3. Ford City CIP Application - 998 Drouillard Road - Ward 5

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

Decision Number: **DHSC 752**

I. THAT the request for incentives under the *Ford City CIP* Financial Incentive Program made by Artcite Inc. (c/o: Erin Fyfe) (the "Applicant"), the tenant of the property located at 998 Drouillard Road, owned by 2727692 Ontario Inc. (c/o: Michael DiFazio) (the "Owner") **BE APPROVED**, for the following incentive programs:

i. *Retail Investment Grant* totalling a maximum amount of $15,000 for one (1) ground floor retail unit; and

ii. *Municipal Development Fees Grant Program* to a maximum amount of $1,000; and,

II. THAT funds in the maximum amount of $16,000 under the *Retail Investment Grant* and the *Municipal Development Fees Grant* Programs **BE TRANSFERRED** from the CIP Reserve Fund to the Ford City CIP Project (Project #7181046) once the work is completed; and,

III. THAT grants **BE PAID** to the Applicant upon completion of improvements to the interior of the property located at 998 Drouillard Road, through the Ford City CIP (Project #7181046) to the satisfaction of the City Planner and Chief Building Official; and,

IV. THAT for grants that have lapsed, all funds **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; and,

V. THAT any unused portion of the CIP grants **BE RETURNED** to the CIP Reserve Fund 226.

Carried.

Report Number: S 84/2025
Clerk's File: Z/13251

12. COMMITTEE MATTERS

12.1. Minutes of the Property Standards Committee of its meeting held May 20, 2025

Moved by: Councillor Fred Francis
Seconded by: Councillor Angelo Marignani

Decision Number: **DHSC 753**
THAT the minutes of the Property Standards Committee meeting held May 20, 2025 **BE RECEIVED** as presented.
Carried.

Report Number: SCM 196/2025

13. QUESTION PERIOD

None registered.

14. ADJOURNMENT

There being no further business the meeting of the Development & Heritage Standing Committee (Administrative Items) is adjourned at 6:23 o'clock p.m. The next meeting of the Development & Heritage Standing Committee will be held on August 5, 2025.
Carried.

Ward 10 – Councillor Jim Morrison (Chairperson)	Deputy City Clerk / Supervisor of Council Services

Item No. 8.2

Committee Matters: SCM 252/2025

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

Development & Heritage Standing Committee Meeting

Date: Tuesday, August 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 10 - Councillor Jim Morrison (Chairperson)

Members
Member Anthony Arbour
Member Daniel Grenier

Member Regrets
Member Robert Polewski

PARTICIPATING VIA VIDEO CONFERENCE ARE THE FOLLOWING:

Ward 9 – Councillor Kieran McKenzie
Sandra Gebauer, Council Assistant

ALSO PARTICIPATING IN COUNCIL CHAMBERS ARE THE FOLLOWING FROM ADMINISTRATION:

James Chacko, Executive Director, Parks, Recreation & Facilities
Jason Campigotto, Deputy City Planner – Growth
Aaron Farough, Senior Legal Counsel
Patrick Winters, Manager, Development
Laura Diotte, Manager, Planning
Yemi Adeyeye, City Forester / Manager Forest & Natural Areas
Elara Mehrilou, Transportation Planner I
Averil Parent, Planner II – Development Review
Frank Garadrdo, Planner III – Policy & Special Studies
Ryan Upton, Landscape Architect
Natasha McMullin, Clerk Steno Senior

Anna Ciacelli, Deputy City Clerk

Delegations—participating via video conference

Item 7.2 - Tracey Pillon-Abbs, Principal Planner, Pillon Abbs Inc.
Item 7.3 - Melissa Trudell, Area Resident

Delegations—participating in person

Item 7.1 - Jackie Lassaline, Lassaline Planning Consultants
Item 7.1 - Marko Agbaba, Property Owner
Item 7.1 - Mike Cardinal, Area Resident

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

Member Daniel Grenier discloses an interest and abstains from voting on Item 7.2 being "Zoning By-Law Amendment – Z015-25 (ZNG/7309) – 726 Josephine Avenue, Ward 2," as his company has hired the planner on record for the application for one of their projects.

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 minutes (*Planning Act*) of its meeting held July 7, 2025

Moved by: Member Daniel Grenier
Seconded by: Member Anthony Arbour

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

Report Number: SCM 234/2025

6. PRESENTATION DELEGATIONS (*PLANNING ACT* MATTERS)

See items 7.1. through 7.3.

7. *PLANNING ACT* MATTERS

7.1. Zoning Amendment - Z014-2025 [ZNG-7308] - 2121 Riverside Drive W- Ward 2

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Mark McKenzie

Decision Number: **DHSC 754**
THAT the application to amend the City of Windsor Zoning by-law 8600 by changing the zoning on the lands of Part of Lot 1, Registered Plan 1163, Town of Sandwich as in R940402; City of Windsor, known municipally as 2121 Riverside Drive West from "Residential RD2.2 zone" to a site specific "Residential RD2.2 zone" to permit a multiple dwelling with 46 dwelling units **BE APPROVED.**
Carried.
Councillors Fred Francis and Jim Morrison voting nay.

Report Number: S 89/2025
Clerk's File: Z/14993

7.2. Zoning By-Law Amendment – Z015-25 (ZNG/7309) - 726 Josephine Avenue, Ward 2

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

Decision Number: **DHSC 755**

I. THAT Zoning By-law 8600 **BE AMENDED** by adding the following zoning exception to Section 91.10:

4. EAST SIDE OF JOSEPHINE AVENUE, BETWEEN WYANDOTTE STREET WEST AND ROONEY STREET

For the lands comprising of the north Part Lot 18 and the south Part Lot 17, Registered Plan 1042, one *Semi-Detached Dwelling* shall be an additional permitted *main use,* and the following additional provisions shall apply to a *Semi-Detached Dwelling:*

a) *Lot Width: minimum* 12.5 m
b) *Lot Area: minimum* 410 m^2
c) *Lot Coverage: maximum* 48.0%
d) *Rear Yard* Depth*: minimum* 7.20 m
e) *Gross Floor Area: maximum* 460 m^2

[ZDM 3; ZNG/7309]

II. THAT Zoning By-law 8600 **BE FURTHER AMENDED** by changing the zoning of the north Part Lot 18 and the south Part Lot 17, Registered Plan 1042, situated on the east side of Josephine Ave between Wyandotte Street West and Rooney Street, from RD1.3 to RD1.3x(4).

Carried.
Member Daniel Grenier discloses an interest and abstains from voting on this matter.

Report Number: S 91/2025
Clerk's File: Z/14992

7.3. Official Plan Amendment 196 - Residential Corridor Designations

Moved by: Councillor Fred Francis
Seconded by: Member Daniel Grenier

Decision Number: **DHSC 756**

1. THAT Official Plan Amendment 196 **BE APPROVED** and Volume 1: The Primary Plan of the City of Windsor Official Plan ("Official Plan") **BE AMENDED** as follows:

    - THAT Schedule D – Land Use of Volume 1: The Primary Plan of the City of Windsor Official Plan **BE AMENDED** by changing the land use designations of the subject lands from "Mixed Use Corridor" to "Residential Corridor" as shown on Appendix A.

Carried.
Councillors Kieran McKenzie and Angelo Marignani voting nay.

Report Number: S 90/2025
Clerk's File: Z/14994

There being no further business the meeting of the Development & Heritage Standing Committee (*Planning Act* Matters) portion is adjourned at 6:56 o'clock p.m.

The Chairperson calls the Administrative Items portion of the Development & Heritage Standing Committee meeting to order at 6:56 o'clock p.m.

8. ADOPTION OF THE MINUTES

None presented.

10. *HERITAGE ACT* MATTERS

None presented.

11. ADMINISTRATIVE ITEMS

11.1. Response to CQ32-2020: Regarding Tree Protection and Replacement Policies - City Wide

Councillor Kieran McKenzie comments that there are real challenges in creating a protection program for trees on private land and would like to know if the city has any control over that. He also asks if other municipalities have procedures in place to protect trees on private property, or if there are means to implement a program to replace trees removed from private lands for an overall net zero impact. Yemi Adeyeye, City Forester/Manager, Forestry and Natural Areas, appears before the Development & Heritage Standing Committee regarding the administrative report dated July 7, 2025, entitled "Response to CQ32-2020: Regarding Tree Protection and Replacement Policies – City Wide" and indicates that Windsor does not have regulations in place to control what is done to trees on private property, but other municipalities in Ontario have tree protection by-laws, either through the planning process, or through requiring permits before removing trees. The Urban Forest Management Plan – Key Findings and Direction Report has a summary of the other municipalities with protection plans in place.

Councillor Kieran McKenzie asks what "low-hanging fruit" Council might be able to implement to move more strongly in the direction of tree protection. Mr. Adeyeye replies that the easiest method to implement is incentivizing people to plant trees on private land.

Councillor Kieran McKenzie asks how tree canopy coverage in Windsor – Essex County compares to other municipalities in the province. Mr. Adeyeye replies that province-wide, Windsor's tree canopy is lower than average, but when comparing to similar-sized cities, Windsor's coverage falls within the average.

Councillor Kieran McKenzie asks what the city's identified target is, and where we are currently in comparison. Mr. Adeyeye replies that the main target is maintaining the canopy, currently at 19%, with varying levels of future growth based on different options. Administration is awaiting Council direction on which path and targets to pursue.

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

Decision Number: **DHSC 757**
THAT the report of the Planner III Policy & Special Studies dated July 7, 2025 entitled "Response to CQ32-2020: Regarding Tree Protection and Replacement Policies – City Wide" as it relates to the City of Windsor's land development by-laws **BE RECEIVED** for information.
Carried.

Report Number: S 88/2025
Clerk's File: SRT2025

12. COMMITTEE MATTERS

12.1. Minutes of the International Relations Committee of its meeting held May 21, 2025

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

Decision Number: **DHSC 758**
THAT the minutes of the International Relations Committee meeting held May 21, 2025 **BE RECEIVED**.
Carried.

Report Number: SCM 237/2025
Clerk's File: MB2025

13. QUESTION PERIOD

None registered.

14. ADJOURNMENT

There being no further business the meeting of the Development & Heritage Standing Committee (Administrative Items) is adjourned at 7:06 o'clock p.m. The next meeting of the Development & Heritage Standing Committee will be held on September 2, 2025.
Carried.

Ward 10 – Councillor Jim Morrison (Chairperson)	Deputy City Clerk / Supervisor of Council Services

THE CITY OF WINDSOR ONTARIO, CANADA

Council Report: S 104/2025

Subject: Request to Extend MRLA's Consulting Services to Stage 2 of the Walkerville HCD – Ward 4

Reference:

Date to Council: September 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: 8/8/2025
Clerk's File #: MBA/1700

To: Mayor and Members of City Council

Recommendation:

I. **THAT** Council **APPROVE** the request to extend the sole source award to M. R. Letourneau and Associates Inc. for Stage 2 of the Walkerville Heritage Conservation District (HCD) Plan & Guidelines for the sum of $120,000 (excluding HST); and,

II. **THAT** the Purchasing Manager **BE AUTHORIZED** to amend Contract P.O. CO7042 to M. R. Letourneau and Associates Inc. for an additional $120,000 (excluding HST) to a revised upset limit of $208,400 for the provision of undertaking the Walkerville Heritage Conservation District (HCD) Plan & Guidelines; satisfactory in financial content to the City Treasurer, and in technical content to the Deputy CAO/Commissioner of Economic Development.

Executive Summary: N/A

Background:

On July 8, 2019, City Council directed Administration to proceed with implementation of the Walkerville Heritage Conservation District Study (the "Walkerville HCD Study") (CR 334/2019). Subsequently, project updates were received and available funds were approved by City Council on January 18, 2021 (CR 32/2021). The pursuit of the Walkerville HCD Study was further endorsed by City Council through the approval of the recommendations from the Walkerville Districting Plan on July 25, 2022 (CR330/2022) which included references to the Walkerville HCD Study, as well as the approval of seven strategies in response to Provincial Bill 23's requirement for municipalities to evaluate their municipal heritage registers on September 5, 2023 (CR 366/2023).

For the Walkerville HCD Study (Stage 1) project, the sole source of Dr. Marcus R. Letourneau and Dr. Carl Bray of M. R. Letourneau and Associates Inc. (MRLA) as heritage consultants was requested due to MRLA's previous heritage ground-laying work conducted in the Walkerville Theming & Districting Plan (2019) as heritage sub-consultants. As part of the scope of work on the Walkerville Theming & Districting Plan, MRLA conducted detailed historical research, gained contextual familiarity with Walkerville and Windsor-Essex as a whole, and were instrumental in the execution of well-received public engagement events. Due to MRLA'S cost estimate amount of $88,400 (excluding HST) for the Walkerville HCD Study (Stage 1) works, CAO approval through a CAOP report was not required. MRLA was successfully awarded the Contract PO CO7042 (Sole Source Request ID 2520, Order Date October 11, 2023) to assist City Staff in developing the Walkerville HCD Study (Stage 1).

MRLA worked closely with City Staff through the entirety of the Walkerville HCD Study (Stage 1) project. MRLA presented the Walkerville HCD Study project kick-off to Development & Heritage Standing Committee (DHSC) on December 4, 2023, which was received by City Council on January 15, 2024 (CR 21/2024). They were essential in the successful facilitation of two in-person public engagement events held at Willistead Manor, thoughtfully educating and answering questions of the attendees. MRLA attended the May 5, 2025 DHSC meeting as heritage consultants and assisted City Staff in answering questions from the Heritage Committee. On May 26, 2025 City Council received the completed final Walkerville HCD Study Report. Through CR 219/2025 it approved the adoption of the six recommendations within the report, and directed Administration to proceed with the Walkerville HCD Plan & Guidelines (Stage 2) and allocate appropriate funds to execute Stage 2 of the project. Upon issuance of the Council Resolutions, MRLA's contract as heritage consultants for the Walkerville HCD Study project (Stage 1) was completed.

Discussion:

Walkerville HCD Plan & Guidelines (Stage 2) Project:

The Walkerville HCD Plan & Guidelines (Stage 2) project is a continuation of the Walkerville HCD Study (Stage 1) project. The Walkerville HCD Plan & Guidelines (Stage 2) will formalize the Statement of Cultural Heritage Value or Interest of the HCD based on the draft Statement within the Study as well as the historical research and findings of the Study. The Stage 2 project scope of work will also involve preparation of design guidelines to help manage changes within the HCD, which are heavily based on the physical neighbourhood context, property inventory, and site visits assessed and analyzed during Stage 1.

MRLA has prepared a scope of work, timeline matrix, and cost estimate for the Walkerville HCD Plan & Guidelines, which will include the following tasks:

- Content for and facilitation of in-person public consultation sessions and meetings;
- Content for and facilitation of hybrid or virtual internal and external stakeholder engagement and outreach;
- In-person site visit(s) and orientation for new project team members;
- Drafting of the HCD Plan & Guidelines documents, including but not limited to:
    - the plan rationale and Statement of Cultural Heritage Value or Interest;

    - recommendations for policy updates to the Official Plan and Zoning By-law;
    - development and design guidelines;
    - an implementation process;
    - supporting graphics and maps
- Review of the heritage property inventory, and completion of the public realm inventory
- Presentation of the final Plan & Guidelines to the DHSC and City Council

Sole Source Rationale:

The sole source request for MRLA's retention as heritage consultants on the Walkerville HCD Plan & Guidelines (Stage 2) is due to their professional expertise and experience in working on HCDs across Ontario, as well as their specific familiarity with the Walkerville HCD project and effective execution of Stage 1. MRLA's continuity on the Walkerville HCD Plan & Guidelines (Stage 2) project will ensure efficiency and consistency in the final deliverables as the Stage 2 project scope of work is heavily based on the analysis and findings within the Stage 1 project. The City has verified the expertise, capacity, and ability of MRLA to complete this additional scope of work:

a) Professional expertise and experience:
Marcus Letourneau brings over 20 years of professional heritage experience to the project, is both a Registered Professional Planner (MCIP, RPP) and Professional Member of the Canadian Association of Heritage Professionals (CAHP), and has held Senior Heritage Planner positions in both the private and public sectors. Carl Bray brings over 40 years of professional heritage experience to the project, is also a MCIP, RPP, and CAHP, in addition to being an urban designer and landscape architect (OALA, CSLA), and has completed Cultural Heritage Resource Inventories and Evaluations and Heritage Conservation District Studies and Plans for over 30 villages, towns, and cities across Ontario.

b) Familiarity with the Walkerville HCD Project:

Through their past 6 years of involvement in projects for the City, namely the Walkerville Theming & Districting Plan and the Walkerville HCD Study (Stage 1), MRLA has developed a strong understanding of the Walkerville neighbourhood, has built relationships and rapport with the local residents, stakeholders, internal staff, and the Heritage Committee, has collaboratively and effectively worked together with City Staff, and has successfully delivered and executed the Stage 1 works within budget as agreed on their contract.

Risk Analysis:

A change in supplier (heritage consultant) for the execution of the Walkerville HCD Plan & Guidelines (Stage 2), or the initiation of a Request for Proposal (RFP) to retain a new consultant, would result in substantial delays and additional costs for the City due to:

- Postponements in the start and completion of the project.

- The need for City staff to train, orient, and allow sufficient time for a new consultant to become familiar with Stage 1 deliverables and Stage 2 expectations.
- Potential inconsistencies in the Stage 2 deliverables, which are heavily dependent on and derived from Stage 1 work.

No other heritage consultant possesses the same level of project familiarity, local context, or expertise as MRLA. Sole-sourcing MRLA would ensure the efficient and effective execution of Stage 2, supporting the successful protection of over 300 Listed (non-designated) heritage properties in Walkerville. This is particularly critical given the Province's Bill 23 requirement that all Listed (non-designated) heritage properties on the Municipal Heritage Register be designated by January 1, 2027, or risk losing protection.

Climate Change Risks

Climate Change Mitigation: N/A

Climate Change Adaptation: N/A

Financial Matters:

There are no tariff-related implications associated with the recommendations of this report. The recent imposition of tariffs by the United States on Canadian goods does not apply, as M. R. Letourneau and Associates Inc. is a Canadian vendor performing a service.

Contract Information:

Contracting Party:	M. R. Letourneau and Associates Inc.
	706 Front Road, Kingston, ON K7M 4L5
Contact Person:	Marcus Letourneau
	1-613-331-0988
	marcus@mrletourneauassociates.ca
Amount of Contract:	$120,000 (excluding HST)
Project ID #:	7141014 (Heritage Conservation District Study)

Method of Contract Award:

Contract is being awarded as a result of a Sole Source Procurement.

Section 111.e – ii of Purchasing Bylaw 93-2012 applies where a non-competitive direct Award of Contract may be used to purchase Deliverables with the prior approval of the Purchasing Manager for additional Deliverables by the original Supplier of Goods or Services that were not included in the initial procurement, if a change of Supplier for such additional Goods or Services would cause significant inconvenience or substantial duplication of costs for the City, applies.

An exemption from the acquisition methods of the Purchasing By-Law does not apply.

Approvals Required for Purchase and Contract:

Authority for Approval of Purchase: City Council

Section 140.b. of Purchasing By-law 93-2012 applies. The amendment is greater than 50% of the original Purchase Price and the CAO did not approve the original award of Stage 1 as the Purchase Price was $88,400 (excluding HST) and did not require CAO approval. In accordance with Section 140. b. of Purchasing By-law 93-2012, the CAO does not have the authority to approve the amendment for Stage 2, as it is quoted at $120,000 (excluding HST) which exceeds 50% of the original Purchase Price.

FPA Comments confirming Budgetary Funding:

The Financial Planning Administrator (FPA) for the Planning, Building, & Economic Development Department has confirmed that the upset limit of $120,000 (excluding HST) recommended for this project as described in this report is available within Capital Project # 7141014 (Heritage Conservation District Study). There is approximately $285,090 in currently available funds left in the Capital Project. Any anticipated costs beyond the upset limit would be brought forward for further approval.

Consultations:

Heritage Planning staff discussed the details of the scope of work, timeline matrix, and cost estimate with Marcus Letourneau and Carl Bray of MRLA. Heritage Planning staff consulted with Dawn Lamontagne, Purchasing Manager (A) in the Purchasing & Risk Management Department, and Josie Gualtieri, Financial Planning Administrator for the Planning, Building, & Economic Development Department in the preparation of this report.

Conclusion:

Administration recommends that City Council approve the sole source award to MRLA for Stage 2 of the Walkerville Heritage Conservation District (HCD) Plan & Guidelines for the sum of $120,000 (excluding HST). Amending the Stage 1 Contract P.O. CO7042 for the sole source of MRLA to allow them to continue being the heritage consultants for the Stage 2 project will ensure high quality deliverables, efficiency, and consistency compared to undertaking the RFP process to retain a new heritage consultant for the Stage 2 project.

Planning Act Matters: N/A

Approvals:

Name	Title
Emilie Dunnigan	Manager, Development Revenue & Financial Administration
Jason Campigotto	Deputy City Planner – Growth (A)

Name	Title
Dawn Lamontagne	Purchasing Manager (A)
Neil Robertson	City Planner
Wira Vendrasco	City Solicitor
Jelena Payne	Deputy CAO/Commissioner of Economic Development
Dan Seguin	On behalf of the Commissioner of Finance and City Treasurer
Ray Mensour	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

1 Appendix 'A' – Sole Source Request ID 2999

Request Details

General Information

Status: **Purchasing Approved**

Id

2999

Subject

Heritage Consultants for the Walkerville Heritage Conservation District Plan & Guidelines (Stage 2)

Description of Deliverable Being Purchased

Preparation of the Walkerville Heritage Conservation District (HCD) Plan & Guidelines (known as Stage 2), including public consultation sessions, stakeholder engagement and outreach, site visit(s), drafting of the Plan & Guidelines documents including illustrations, recommending policy updates to the Official Plan and Zoning By-law, and developing an implementation process.

Vendor Name

M.R. Letourneau and Associates Inc. (MRLA)

Department

City Planner

Department Manager

Campigotto, Jason

Buyer

Wu, Floria

Total Order $ (Exclude Tax)

120,000.00

P.O. / C.O. Number

Order Date

Vendor's Quote

Walkerville HCD Plan and Guidelines Proposal - DRAFT July 25 2025.pdf (/Uploads/cac78819-f949-4810-9965-61e4e2587282.pdf)

A sole source is requested because:

- [x] (e) For additional Deliverables by the original Supplier of Goods or Services that were not included in the initial procurement, if a change of Supplier for such additional Goods or Services:
  - [x] (e - ii) Would cause significant inconvenience or substantial duplication of costs for the City

Sole source is requested due to M.R. Letourneau and Associates Inc. (MRLA)'s previous heritage ground-laying work conducted in the Walkerville Theming & Districting Plan (2019) as heritage sub-consultants. The Walkerville Theming & Districting Plan informed components of the Walkerville Heritage Conservation District Study project through the heavy historical research, contextual familiarity, and well-received public engagement. MRLA was retained through sole source for the Walkerville HCD Study project (known as Stage 1) in September 2023, and completed the project in May 2025. Given MRLA's familiarity with the project and their effective execution of Stage 1, their continuity through to Stage 2 Plan & Guidelines will ensure efficiency and consistency in delivering the Walkerville HCD Plan & Guidelines. A change in supplier for the services would cause significant inconvenience and additional costs for the City, as any other heritage consultant would not have the level of project familiarity, locational/contextual exposure, or expertise that MRLA offers.

Notes

Created by: Lamontagne, Dawn
Created on: 8/8/2025 12:13:34 PM
Council Approval Required via Council Report (in progress) in accordance with Section 140.b. of Purchasing Bylaw 93-2012.

Created by: Tang, Tracy
Created on: 8/1/2025 2:03:02 PM
I did not know which Buyer to select so I selected Jennifer Musson who my colleague worked with on their purchase order.

Transaction Log

THE CITY OF WINDSOR ONTARIO, CANADA

Council Report: C 85/2025

Subject: Response to CQ 28-2024 – Downtown Residential Parking Requirements

Reference:

Date to Council: September 2, 2025
Author: Adam Szymczak, MCIP, RPP
Senior Planner - Development
519-255-6543 x6250
aszymczak@citywindsor.ca

Planning & Building Services
Report Date: 5/28/2025
Clerk's File #: ST2025

To: Mayor and Members of City Council

Recommendation:

THAT Report C 85/2025 responding to Council question CQ 28-2024 regarding parking requirements in the downtown **BE RECEIVED** for information.

Executive Summary:

N/A

Background:

On May 13, 2024, Councillor Augostino asked (CQ 28-2024) that:

> "Administration report back to examine the opportunities to eliminate or reduce parking requirements for new residential developments in the downtown core."

Discussion:

Schedule 'C' to Zoning By-law 8600 delineates the Central Business District (CBD) (see Appendix A). The CBD and the Downtown Windsor Business Improvement Area (DWBIA) are similar in area, with the main difference being the exclusion of the Caron / Detroit River / Bruce / University Avenue West area from the DWBIA.

The purpose of delineating the CBD is to allow for reduced minimum parking requirements for specific uses within the CBD (Section 24.20.1). This recognizes that the CBD differs from the rest of the city in terms of building scale, height, and form, availability of off-site public and private parking areas and garages, walkability, and access to alternate transportation such as public transit.

Table 24.20.1.1 (see Appendix B) lists Dwelling Units in any type of Dwelling or Combined Use Building and specific commercial uses in the CBD as having a reduced

or zero parking requirement. For any type of dwelling unit in the CBD, the minimum parking rate is zero parking spaces for the first six dwelling units and one parking space for each additional dwelling unit.

For a Multiple Dwelling or Dwelling Units in a Combined Use Building, this is a reduction from 1.25 parking spaces per dwelling unit. For example, a Multiple Dwelling with 20 dwelling units requires 14 parking spaces in the CBD versus 25 parking spaces elsewhere in the city.

Zoning By-law 8600 provides further relief in terms of insufficient parking citywide and in terms of a change of use in the CBD. Section 24.10.15.1 states that if an existing building has insufficient parking, that deficiency does not have to be made up prior to the construction of any addition or any change in use. The purpose of this provision is to not penalize a property owner for the deficiency if they choose to expand or change the use in the existing building.

Further, for an existing building in the CBD, Section 24.10.15.5 exempts a change from an existing use to any use listed in Table 24.20.1.1 (Required Parking Spaces – Central Business District) from having to provide additional parking spaces. This provision recognizes that increasing the amount of on-site parking is unlikely to happen due to physical limitations such as buildings occupying the whole lot, and that for commercial uses, alternative parking is available in off-site public parking lots and garages.

If a proponent of a residential development cannot satisfy the minimum parking requirement, Administration will require a Parking Study to justify the reduction in required parking. This ensures that each development is assessed based on the characteristics (size of units, number of bedrooms, mix of commercial and residential uses, etc.) of the development, the impact of the reduction on parking demand in the surrounding area, and the availability of alternative transportation, among other matters.

Based on staff and public feedback, Council has approved revisions to the parking provisions that Staff have justified from a land use perspective. However, the parking space provisions in Section 24 have not been subject to comprehensive review in over 25 years. A comprehensive review of city-wide parking provisions, supply, and demand is preferable to ensure fairness and consistency in any recommended revisions. However, this will require Planning & Development to develop a work program that is subject to budgetary approval and that will take some time to complete. Another option is a scoped review limited to all Business Improvement Areas (BIAs), which would include the DWBIA, or limited to just the CBD/DWBIA. The scoped review could be completed sooner but still requires a work program and budgetary approval.

In the absence of a review of parking supply and demand, there is limited opportunity to eliminate or reduce parking requirements for new residential developments in the CBD. Potential interim amendments include eliminating the provision of visitor parking in the CBD given the availability of public parking lots and garages available to visitors, increasing the dwelling unit threshold at which the reduced parking rate applies, and expanding the boundary of the CBD. Planning & Development must justify any proposed revisions, which would be subject to public notification, consideration by the Development and Heritage Standing Committee (DHSC), and Council approval.

Risk Analysis:

The report is for information purposes only and is low risk.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

This report is for information purposes and does not include any financial considerations.

Consultations:

None.

Conclusion:

Zoning By-law 8600 has reduced parking requirements for residential uses in the Central Business District and exempts developments from existing deficiencies in required parking spaces. A comprehensive or scoped review of parking requirements is a medium-term solution that requires a work program and budgetary approval. There is an opportunity in the interim to eliminate or reduce some parking requirements for new residential developments in the CBD via a housekeeping amendment. Planning & Development Services recommends that Council receive this report for information.

Approvals:

Name	Title
Laura Diotte acting for Greg Atkinson	Deputy City Planner – Development (A)
Neil Robertson	City Planner
Aaron Farough	Senior Legal Counsel, Legal & Real Estate
Jelena Payne	Deputy CAO/Commissioner, Economic Development
Janice Guthrie	Commissioner, Finance & City Treasurer
Ray Mensour	Chief Administrative Officer

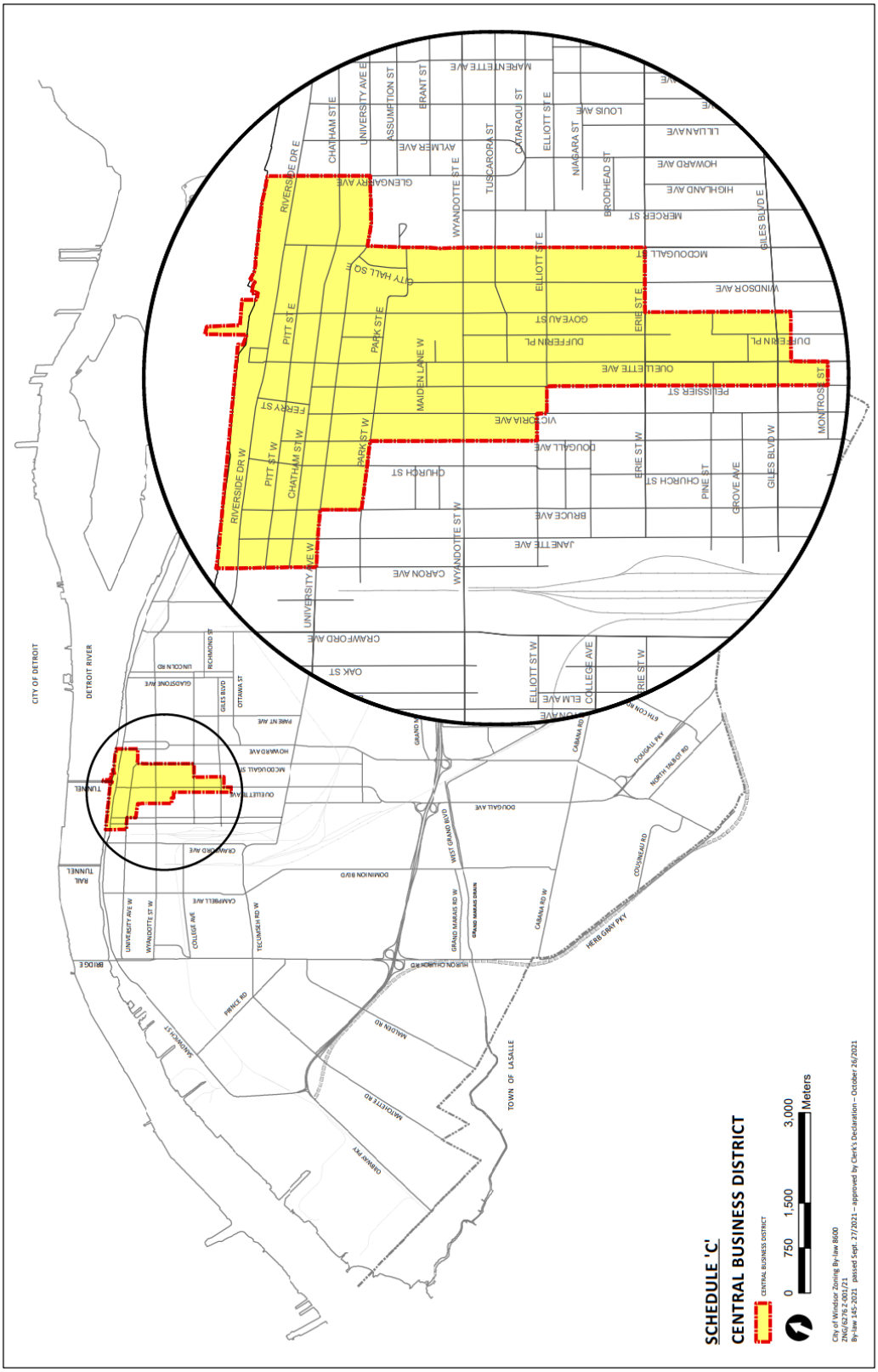
Notifications:

Name	Address	Email

Appendices:

1 Appendix A - Central Business District
2 Appendix B - Table 24.20.1.1

APPENDIX A – SCHEDULE 'C' – CENTRAL BUSINESS DISTRICT



APPENDIX B – ZONING BY-LAW 8600 – TABLE 24.20.1.1

TABLE 24.20.1.1 – REQUIRED PARKING SPACES CENTRAL BUSINESS DISTRICT	
USE	**PARKING RATE – MINIMUM**
Bake Shop	0
Business Office	0
Commercial School	0
Convenience Store	0
Dwelling Unit (in any type of *dwelling* or a *combined use building*)	None for the first six dwelling units AND 1 for each additional dwelling unit
Entertainment Lounge	None for the first 90 m² GFA AND 1 for each additional 15 m² GFA
Farmers' Market	0
Food Convenience Store	0
Food Outlet – Take-out	0
Games Arcade	0
Health Studio	0
Hotel	1 for each of the first 60 guest rooms AND 1 for each additional 6 guest rooms
Medical Office	0
Micro-Brewery	None for the first 90 m² GFA AND 1 for each additional 45 m² GFA
Outdoor Market	0
Pawnshop	0
Personal Service Shop	0
Pharmacy	0
Professional Studio	0
Repair Shop – Light	0
Residential Care Facility	1 for each 8 beds
Restaurant	None for the first 90 m² GFA AND 1 for each additional 15 m² GFA
Retail Store	0
Veterinary Office	0
All other uses not listed above	Section 24.20.5 shall apply

THE CITY OF WINDSOR ONTARIO, CANADA

Council Report: S 94/2025

Subject: Brownfield CIP Application - 844 Bridge Ave - Ward 2

Reference:

Date to Council: September 2, 2025
Author: Simona Simion, Planner III - Economic Development (A)
ssimion@citywindsor.ca
519-255-6543 x 6397

Planning & Building Services
Report Date: 7/21/2025
Clerk's File #: Z/15019

To: Mayor and Members of City Council

Recommendation:

I. THAT the request made by 15847796 Canada Inc. to participate in the Environmental Site Assessment Grant Program **BE APPROVED** for the completion of a proposed Phase II Environmental Site Assessment Study and Remediation Work Plan for the property located at 844 Bridge Ave 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 $14,377.50 based upon the completion and submission of a Phase II Environmental Site Assessment Study completed in a form acceptable to the City Planner and City Solicitor;

III. THAT the grant funds in the amount of $14,377.50 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 one property parcel located on the east side of Bridge Ave in the block between Rooney St and College Ave. The property is 371.69 sq m or 0.037 hectares (0.09 acres) in size and rectangular shaped. It is currently consisting of vacant land. The site is designated Residential on Official Plan Schedule D: Land Use, and is zoned Residential District RD2.2, which permits a range of residential uses.

As per the Phase 1 Environmental Assessment, historical records indicate that the subject site was first developed in 1935 when it was occupied by Bell Ice Co. for industrial use. Based on the Phase 1 completed by Sertas, several past and present potentially contaminated activities were identified both on the site and within study area. A number of potentially contaminating activities (PCAs) have been identified on-site and within 250 metres of the subject property, raising concerns regarding potential soil and groundwater contamination. The contaminating activities conducted on site and on adjacent properties include the use of underground storage tanks, rail infrastructure,

and documented spills. Based on the findings of the Phase 1 ESA, a Phase 2 ESA is required prior to filing a Record of Site Condition (RSC).

The owner intends to redevelop the property to construct a duplex with an additional dwelling unit in the basement. Since the property is proposed to be redeveloped from industrial use to a more sensitive residential use, a Record of Site Condition (RSC) is required under Ontario Regulation 153/04.

The owner has submitted a grant application and will be incurring eligible Phase II ESA costs and, should the application be approved, would receive the grant payment.

Discussion:

Environmental Site Assessment Grant Program

The ESA Grant Program offers a matching grant to property owners of brownfield sites to conduct environmental studies that provide information on the type and extent of contamination and potential remediation costs. The program offers 50% of the cost of an eligible study up to a maximum of $15,000.

The applicant proposes to redevelop 844 Bridge Ave for residential use, and requires a Phase II ESA study as part of their application for a Record of Site Condition (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 to determine the extent of any contamination. Upon completion, the City would retain a copy of the final Phase II ESA study report.

CIP Goals

Administration 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 2024 Provincial Planning 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 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:

Redevelopment of the 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 applicable HST) for completing the proposed Phase II ESA study is $28,755. If approved, the maximum grant would total $14,377.50. Should the actual costs of the study be less than what has been estimated, the grant payments would be based on the lower amount.

If approved, the grant would be paid from the Brownfield Strategy Remediation Fund (Project #7069003). The funds would be transferred from CIP reserve fund 226 for payment when the eligible study is complete. The current uncommitted balance of the CIP reserve fund is $300,057.34; however, this balance does not account for other CIP grant requests that are currently being considered by the standing committee or have been endorsed by the standing committee and are not yet approved by City Council.

Consultations:

The development and approval of the Brownfield Redevelopment CIP was subject to extensive stakeholder and public consultation, which sought input from a wide range of stakeholders and internal City departments.

Planning staff have consulted with the applicant's agent from Sertas Group 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:

Administration recommends Council approve the request from 15847796 Canada Inc. 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
James Abbs	Manager, Planning – Growth (A)
Jason Campigotto	Deputy City Planner – Growth (A)
Emilie Dunnigan	Manager, Development Revenue & Financial Administration
Kate Tracey	Senior Legal Counsel, Legal Services & Real Estate
Neil Robertson	City Planner
Jelena Payne	Deputy CAO/Commissioner, Economic Development
Dan Seguin	On behalf of the Commissioner, Finance and City

Name	Title
	Treasurer
Ray Mensour	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

1 Appendix A - Location Map



APPLICANT : 15847796 CANADA INC.

ADDRESS : 844 BRIDGE AVENUE

SUBJECT LANDS

THE CITY OF WINDSOR ONTARIO, CANADA

Council Report: S 95/2025

Subject: Demolition Application subject to Demolition Control - 1968 George Ave - Ward 5

Reference:

Date to Council: September 2, 2025
Author: Simona Simion, MCIP RPP
Planner III - Economic Development (A)
(519) 255-6543 x. 6449
ssimion@citywindsor.ca

Planning & Building Services
Report Date: 7/22/2025
Clerk's File #: SW2025

To: Mayor and Members of City Council

Recommendation:

I. THAT the Chief Building Official **BE AUTHORIZED** to issue a demolition permit for the residential dwelling located at 1968 George Ave to facilitate redevelopment of the property; and,

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

   a. Redevelopment be substantially complete within two years of demolition permit issuance; and

   b. If redevelopment, including construction of a new building, is not substantially complete within two years of the commencement of demolition the maximum fee ($20,000) shall be entered on the collectors roll of the property; and

III. THAT the City Solicitor **BE DIRECTED** to register a notice of Condition II of this report in the land registry office against the property.

Executive Summary:

N/A

Background:

Following a two-year interim control by-law study, a suite of new policies and regulations were approved by Council on August 28, 2017, that aims to prevent demolition of buildings along the City's traditional commercial streets for use as surface

parking.

The new Official Plan policies and zoning by-law regulations apply within the City's Business Improvement Areas and other mainstreet areas such as Tecumseh Rd E from Westcott Rd to Rossini Blvd. The policies apply to new or expanded parking areas (i.e. creation of 5 or more parking spaces) and generally:

- Prohibit new and expanded off-street parking areas abutting traditional commercial streets;
- Require new and expanded off-street parking areas to be located behind buildings;
- Permit rezoning of residential properties within 75 metres of traditional commercial streets for off-street parking use subject to criteria;
- Prohibit new vehicle access from traditional commercial streets where access from a side street or alley exists; and
- Require screening and landscaping of parking areas.

Demolition Control By-law 131-2017 was also approved by Council to encourage orderly development and prevent speculative demolition of residential dwellings in the vicinity of traditional commercial streets. The subject property falls within the area covered by By-law 131-2017. The property is designated for Residential use in the City's Official Plan and zoned Residential District 2.1 (RD2.1), which permits a range of low-density dwelling types. The applicant plans to develop two (2) single unit dwellings. The applicant was approved by the Committee of Adjustment for a severance (with conditions) and a minor variance for reduced lot area.

Discussion:

The City has received plans to redevelop the property located at 1968 George Ave (see Appendix 1). The owner (Portnov Properties Inc.) proposes to demolish the existing single unit dwelling and accessory building and replace it with two single unit dwellings (See Appendix 2).

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 Tecumseh Rd E (See Appendix 3). The By-law prohibits demolition of any residential property in the demolition control area unless a permit is issued by City Council.

The By-law allows Council to attach a condition to a demolition permit requiring redevelopment to be substantially completed within a specified timeframe (i.e. must be at least two years from demolition permit issuance). As authorized by Section 33 (7) of the Planning Act , R.S,O, 1990, c. P.13, paragraph 7 (b) of the By-law states "that, on failure to complete the new building within the time specified in the permit issued, the

Clerk shall be entitled to enter on the collectors roll, to be collected in like manner as municipal taxes, such sum of money as may be determined by Council but not in any case to exceed the sum of twenty thousand dollars ($20,000) for each dwelling unit contained in the residential property in respect of which the demolition permit is issued, and such sum shall, until payment thereof, of a line or charge upon the land in respect of which the permit to demolish the residential property is issued."

The subject property contains a one-storey, 93.7 square metre (1009 square foot), detached dwelling constructed in approximately 1941. The property also contains a detached accessory building (garage) 42 square metre (452 square foot) built in 1956 and a shed 5 square metre (53 square foot) (See Appendix 4).

The property is 507.15 square metres in size (i.e. 18.29m x 26.98 m). The property is not listed on the Municipal Heritage Register. The proposed drawings shows two single unit dwellings that conforms to the Official Plan and Zoning By-law (Committee of Adjustment minor variance application A-54/25 approved July 10, 2025; severance application B-46/25 approved with conditions such as site servicing, permits for work within the right of way, and demolition of existing structures).

Risk Analysis:

There is little risk associated with approval of the requested demolition. The owner has demonstrated there is a redevelopment plan for the property and is expected to construct new dwellings within the two-year time frame set out in the recommendations section.

If the new dwellings are not substantially complete within two years of demolition permit issuance a fee in an amount up to $20,000 will be added to the tax roll of the property in accordance with paragraph 7(b) the By-law and Section 33(7) of the Planning Act..

Financial Matters:

The current assessed value of the property is $109,000 and annual municipal tax levy is $2,288 (municipal only $2,117). The assessment is anticipated to increase once the new dwelling is constructed however no estimate is currently available to quantify the impact on property tax.

Should the redevelopment not be substantially completed within two (2) years, a fee in an amount up to $20,000 will be added to the collectors roll of the property and be recorded as revenue with the Development Applications (DeptID 0153510) department..

Consultations:

Staff from the Finance Department (Josie Gualtieri, Angela Lonsbery), Taxation/Treasury

Department (Jose Mejalli), and Legal Department (Aaron Farough has been consulted in the preparation of this report.

Conclusion:

The demolition of the existing residential dwelling and commercial building located at 1968 George Ave will facilitate the construction of two single unit dwellings, which is a more efficient use of the property. The proposed redevelopment conforms to the Zoning By-law, constitutes orderly development, and the requested demolition is not considered speculative.

It is recommended that Council authorize the Chief Building Official to issue a demolition permit and that a condition be imposed requiring the redevelopment to be substantially complete within two years of demolition permit issuance.

Planning Act Matters:

N/A

Approvals:

Name	Title
James Abbs	Manager, Planning – Growth (A)
Jason Campigotto	Deputy City Planner – Growth (A)
John Revell	Chief Building Official
Emilie Dunnigan	Manager Development Revenue & Financial Administration
Kate Tracey	Senior Legal Council, Legal & Real Estate Services
Neil Robertson	City Planner
Jelena Payne	Deputy CAO/Commissioner, Economic Development
Dan Seguin	On behalf of the Commissioner, Finance and City Treasurer
Ray Mensour	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

1 Location Map
2 Redevelopment Plan

3 Demolition Control By-law Map
4 Site Photo



APPLICANT : PORTNOV PROPERTIES INC

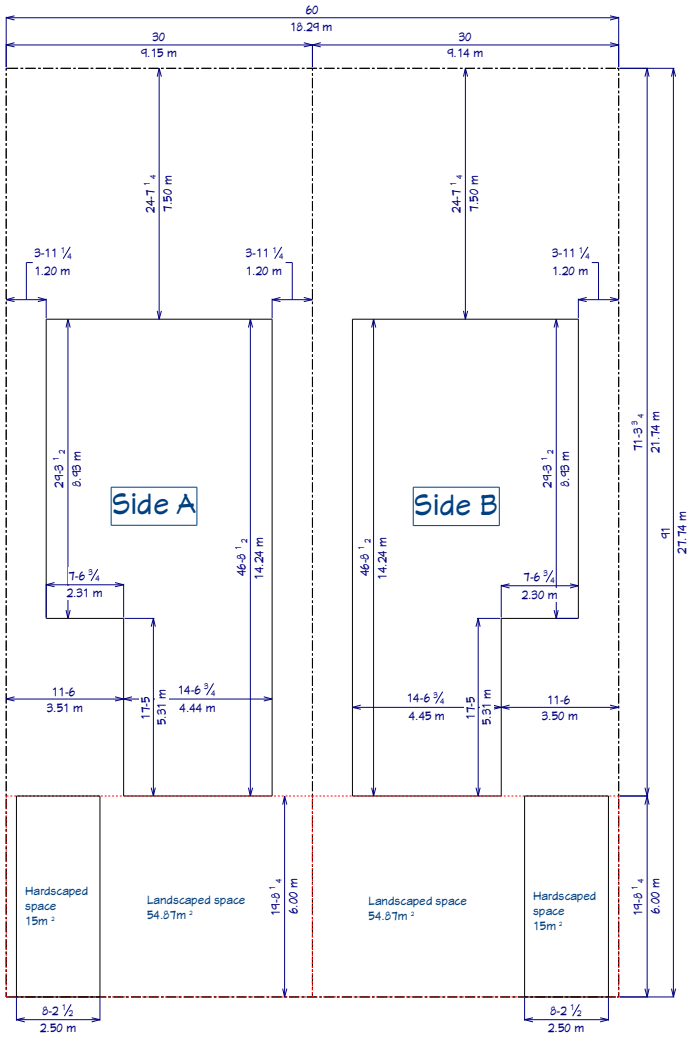
ADDRESS : 1968 GEORGE AVENUE

SUBJECT LANDS SEVERED LANDS

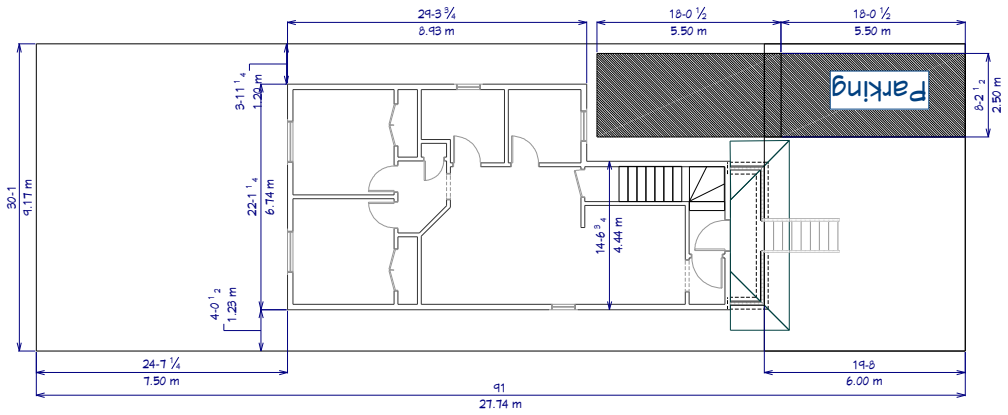
PLANNING AND BUILDING DEPARTMENT



Site plan for current lot to be severed



Site plan for each lot after severance



REVISION TABLE

NUMBER	DATE	REVISED BY	DESCRIPTION

SHEET TITLE: SHEET TITLE

PROJECT DESCRIPTION:

DRAWINGS PROVIDED BY:

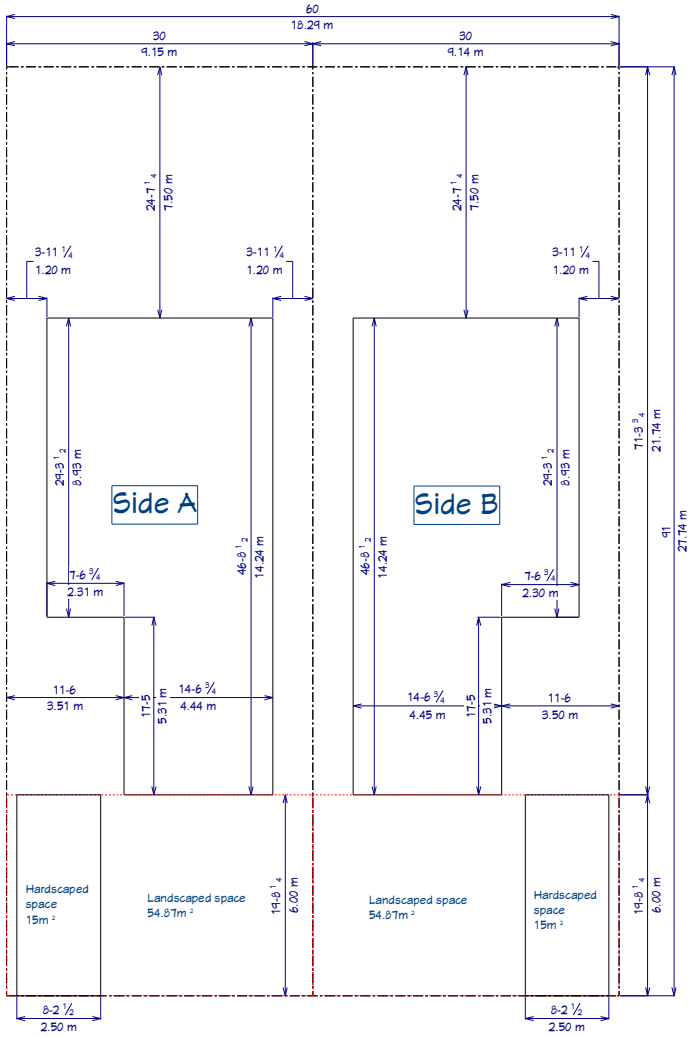
DATE: 2025-05-08

SCALE:

SHEET: P-1



E1 EXTERIOR ELEVATION FRONT
1 M = 50 M



DETAILS OF DEVELOPMENT		**1968 George** (Single Family with 2 ADU's)		
Zoning - RD2.1	Required	Provided	Comments	Variance required
Lot Width (Min)	9.0m	9.17m		No
Lot Area (Min)	270m^2	254.38m^2		Yes
Lot Coverage (Max)	45.00%	33.00%		No
Building Height (Max)	10.0m	8m		No
Front Yard (Min)	6.0m	6m		No
Rear Yard (Min)	7.5m	7.5m		No
Side Yard (Min)	1.2m	1.2m		No
Dwelling Units Side A	1+2ADU	3		No
Dwelling Units Side B	1+2ADU	3		No
Gross Floor Area Side A	400m^2	251.43m^2		No
Gross Floor Area Side B	400m^2	251.43m^2		No
Parking Spaces Side A	2	2		No
Parking Spaces Side B	2	2		No
Landscaped front yard Space Side A		54.87m^2		No
Landscaped front yard Space Side B		54.87m^2		No
Hardscaped front yard Side A (Max)	50%	27%		No
Hardscaped front yard Side B (Max)	50%	27%		No
Building Area Side A (Total Footprint Max)	121.5m^2	83.81m^2		No
Building Area Side B (Total Footprint Max)	121.5m^2	83.81m^2		No

REVISION TABLE
NUMBER | DATE | REVISED BY | DESCRIPTION

SHEET TITLE:

PROJECT DESCRIPTION:

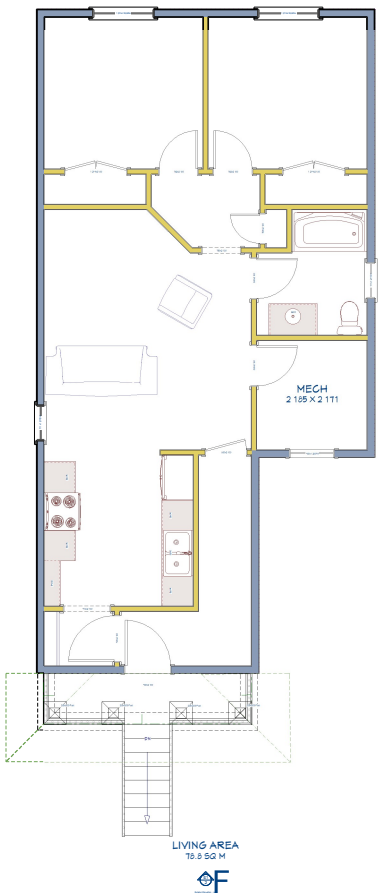
DRAWINGS PROVIDED BY:

DATE:
2025-05-08

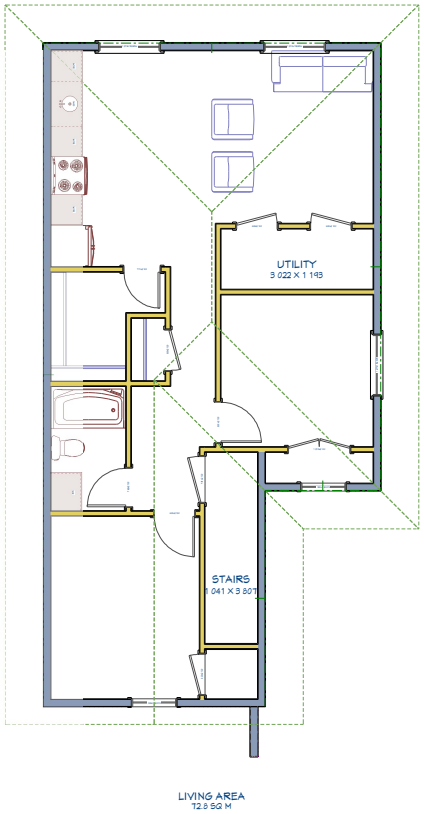
SCALE:

SHEET:

Typical main floor layout



Typical second floor layout



REVISION TABLE
NUMBER | DATE | REVISED BY | DESCRIPTION

SHEET TITLE:

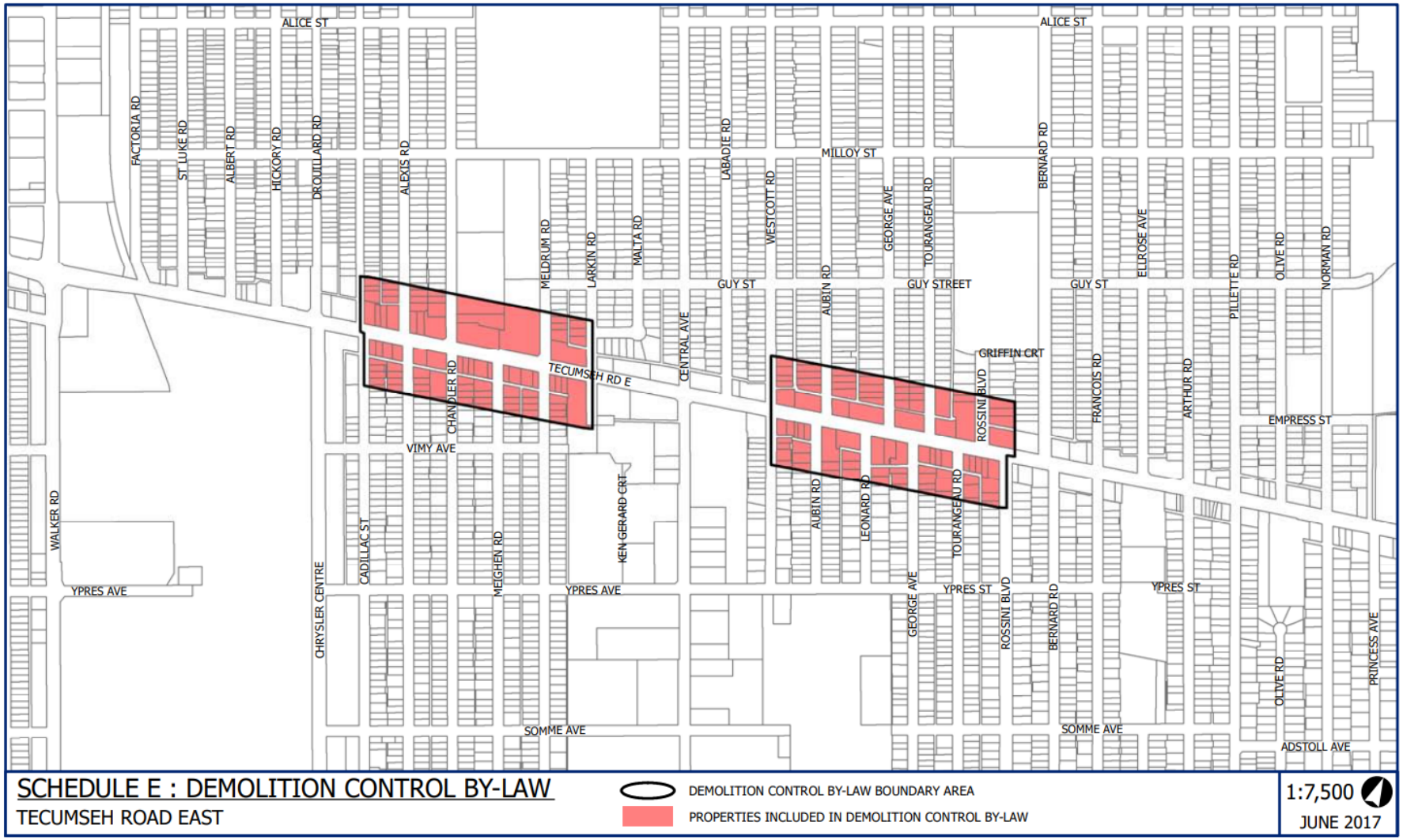
PROJECT DESCRIPTION:

DRAWINGS PROVIDED BY:

DATE:
2025-05-08

SCALE:

SHEET:



SCHEDULE E : DEMOLITION CONTROL BY-LAW

TECUMSEH ROAD EAST

DEMOLITION CONTROL BY-LAW BOUNDARY AREA

PROPERTIES INCLUDED IN DEMOLITION CONTROL BY-LAW

1:7,500

JUNE 2017



Subject: Downtown CIP - 257 Wyandotte St E - Ward 3

Reference:

Date to Council: September 2, 2025
Author: Simona Simion, Planner III
Economic Development (A)
519-255-6543 ext. 6449
ssimion@citywindsor.ca

Planning & Building Services
Report Date: 8/1/2025
Clerk's File #: Z/15020

To: Mayor and Members of City Council

Recommendation:

I. That the request made by Ali Seblini (applicant and owner) for Yasmeen Properties Inc. for the proposed development at 257 Wyandotte St E. to participate in:

a) The Commercial/Mixed Use Building Facade Improvement Program **BE APPROVED** for 50% of the eligible costs of the facade improvements, to a maximum of $30,000; and

b) The Retail Investment Grant Program **BE APPROVED** for 50% of the eligible costs per retail unit to a maximum of $15,000; and

c) The Building/Property Improvement Tax Increment Grant Program **BE APPROVED** for the lesser of 100% of the municipal portion of the tax increment resulting from the proposed development for five (5) years, plus an additional five (5) years as a Catalyst Project, or eligible costs, in accordance with the Downtown Windsor Enhancement Strategy and Community Improvement Plan to the satisfaction of the City Planner; and

II. THAT Administration **BE DIRECTED** to prepare the Grant Agreement(s) between the City of Windsor and Yasmeen Properties Inc. to implement all grant programs in accordance with all applicable policies, requirements, and provisions contained within the Downtown Windsor Enhancement Strategy and 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 implications; and

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; and

IV. THAT the approval to participate in the Building/Property Improvement Tax Increment Grant Program **EXPIRE** if the grant agreement is not signed by applicant within one (1) year following Council approval. The City Planner may extend the deadline for up to one (1) year upon request from the applicant; and

V. THAT Grant funds up to $45,000 under the Downtown Windsor Enhancement Strategy and Community Improvement Plan **BE TRANSFERRED** from the CIP Reserve Fund 226 to the Downtown Windsor Enhancement Strategy and Community Improvement Plan Project 7011022 when work is completed to the satisfaction of the City Planner; and

VI. THAT the City Treasurer **BE AUTHORIZED** to issue payment up to $45,000 for grants from the Downtown Windsor Enhancement Strategy and Community Improvement Plan Project 7011022 for 257 Wyandotte St E to Yasmeen Properties Inc. upon completion of facade and retail improvements subject to the satisfaction of the City Planner and Chief Building Official.

VII. THAT for the Commercial/Mixed Use Building Facade Improvement and Retail Investment grants that have lapsed, that all funds **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;

VIII. THAT any unused portion of the CIP grants **BE RETURNED** to the CIP Reserve Fund 226.

Executive Summary: N/A

Owner: Yasmeen Properties Inc. (principal owner Ali Seblini)

Background:

The Downtown Windsor Enhancement Strategy and Community Improvement Plan (Downtown CIP) was approved by City Council on September 29, 2017 and an adopting by-law was passed by City Council on October 16, 2017.

The Downtown CIP provides financial incentives to encourage new residential development, retail investment, facade improvements, and building/property improvements.

Yasmeen Properties Inc., owner of the property located at 257 Wyandotte St E (see Appendix A – Location Map and Appendix B – Current Building Photographs), has applied for financial incentives under the following programs: Commercial/Mixed Use Building Facade Improvement Program, Retail Investment Grant Program, and Building/Property Improvement Tax Increment Grant Program.

The existing one storey commercial building on the property is currently vacant. The previous use of the building was a flooring shop.

The applicant proposes a new retail area including cafe, retail bakery, roasted nuts, and snack section within the existing footprint. The parking area will be reconfigured. The proposed interior work is described in the application as follows: wall will be a combination of roman travertine and wood and all countertop with leathered black granite with two sitting sections. The Downtown CIP provides grants to the physical improvement of the building according to the Community Improvement Plan provisions. All new electrical, mechanical and lighting fixtures are being proposed as well as a roof top patio.

Commercial/Mixed Use Building Facade Improvement Program

This program aims to increase the visual attractiveness of the downtown through the redesign, renovation or restoration of commercial and mixed-use building facades within the CIP area. This program offers a grant, whereby property owners, tenants and/or assignees will be eligible to receive 50% of the eligible costs of the facade improvements, up to $20,000 per property. Where a building is located on a corner property and façade improvements are proposed on two sides of the building, the project can qualify for an additional $10,000 towards eligible costs of the façade improvements.

Retail Investment Grant Program

Renovating and/or creating retail units on the ground floor (provided the space was vacant for six months at the time of application and the new or refurbished retail units have direct access from the adjacent street). This program offers a grant up to 50% of eligible costs for improvements to a maximum amount of $15,000 per retail unit in a building. The applicant proposes to create one new retail unit in a building that has been vacant for more than six months.

Building/Property Improvement Tax Increment Grant Program

This program is intended to provide economic incentive for the development, rehabilitation and redevelopment of properties in Downtown Windsor. The program provides an annual grant equal to the lesser of 100% of the increase in municipal property taxes or eligible project costs for five (5) 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 the assessment and therefore an increase in property taxes. Grants are only paid after completion of a development and subject to meeting all the requirements within the Downtown Windsor Enhancement

Strategy and Community Improvement Plan. Additionally, there is a possibility of a five (5) year extension of the grant period, for a total of ten (10) years as a Catalyst Project in accordance with the Downtown Windsor Enhancement Strategy and Community Improvement Plan. Staff have reviewed the proposal and determined it does meet the definition of a Catalyst Project, therefore the application qualifies for a five (5) year grant extension period.

The base rate from which the grant is calculated is the total amount of municipal taxes payable in the calendar year that City Council approves the financial incentives for the eligible works.

The proposed improvement to the building is expected to increase the assessed value and therefore increase municipal taxes. This project qualifies for the Building/Property Improvement Tax Increment Grant and the Financial Matters section of this report discusses the estimated grant amount.

Discussion:

The applicant proposes a new retail area, cafe, and retail bakery within the existing footprint. The parking area will be reconfigured to accommodate the exterior and interior renovations. The Downtown CIP provides grants to the physical improvement of the building according to the Community Improvement Plan provisions.

Commercial/Mixed Use Building Facade Improvement Program

The applicant is proposing to renovate the facades (Wyandotte St E and McDougall Ave; see Appendix C – Proposed Facades Improvements) of the existing one storey building by:

- installing new clear windows,
- aluminum trims install,
- covering facade with flexible roman travertine stone,
- new back lit bronze signs.

The applicant's estimated eligible costs for facade improvements are $115,000.

Staff recommend approval of the matching grant for this property towards eligible costs for 50% (maximum $30,000) for the property, provided it meets the provisions of the Downtown Windsor Enhancement Strategy and Community Improvement Plan.

Retail Investment Grant Program

Improvements are proposed to the interior of the building to create a bakery.

Staff recommend approval of the matching grant for this property towards eligible costs for 50% to a maximum of $15,000 per retail unit, provided it meets the provisions of the Downtown Windsor Enhancement Strategy and Community Improvement Plan.

Building/Property Improvement Tax Increment Grant Program

The current 2025 assessment value of the subject property located at 257 Wyandotte St E is $959,000. The owner currently pays annual total property taxes of $45,953 of which the municipal portion is $37,514 and is expecting to invest approximately $500,000 on interior and exterior improvements to the building. However, some of the proposed costs which will be incurred, although eligible for purposes of the application, may not result in a direct increase in assessment value. In other words, the grant is calculated and paid, not on the post-project value or projections made in this report, but on the actual post-development value assessment, as determined by the Municipal Property Assessment Corporation (MPAC) after project completion. Administration has estimated the post-redevelopment property value assessment based on the drawings and information provided to be $1,539,300. The grant will however be based upon the actual tax increment once the assessment has been determined by MPAC.

Catalyst Project Review

Council may, at its sole discretion, approve the additional five-year extension of the Building/Property Tax Increment Grant Program, as recommended by Staff. This recommendation is based on the proposed project meeting the criteria for a Catalyst Project as defined in the Downtown Community Improvement Plan (CIP).The applicant must meet three of the seven criteria in the Catalyst Project definition. The applicant meets the following three criteria:

- Will result in a significant increase in land value that results in increased municipal assessment of 20% or more;

  Justification: The proposed development is expected to result in approximately 50% increase in assessed value, which exceeds the minimum threshold of 20%. This represents a substantial enhancement to the municipal tax base.

- Sends a message of neighbourhood progress and stability;

  Justification: the project features a high-quality design that will positively influence the surrounding area, contributing to a sense of progress and long-term stability.

- Meets three or more of the stated CIP objectives of this CIP:

  - Increase the number of people choosing to live in downtown Windsor by supporting the creation of range of desirable residential units and the amenities necessary to support day-today living in the downtown core;

    Justification: The proposed bakery represents an essential amenity in the downtown core.

  - Encourage property improvements that contribute to a vibrant and healthy downtown core and authentic sense of place;

    Justification: the architectural details—both interior and exterior—are contextually appropriate and contribute to the area's character.

- Facilitate the development the downtown's vacant buildings and land that have the potential for higher order uses; and,

  Justification: Facilitates the redevelopment of a currently vacant building (formerly Hi! Neighbour flooring shop).

- Support investment and development that results in an increase in property assessment and grows the municipal tax base over the long-term.

  Reference: See Financial Matters section of the report for details regarding property assessment and growth of municipal tax

Staff recommend that the project described in the application be designated as a Catalyst Project, as it meets the required criteria, and therefore be granted a five-year extension under the Building/Property Tax Increment Grant Program. Upon project completion, Staff will confirm if the project was executed as per plan and meet the Catalyst Project criteria in accordance with the Downtown Windsor Enhancement Strategy and Community Improvement Plan. If the project does not meet the definition of a Catalyst Project, then the grant will only be provided for a five (5) year period.

Risk Analysis:

There is low risk associated with the approval of the subject Downtown CIP grant applications. An agreement between the City and applicant will be prepared to ensure all program requirements and provisions of the Downtown Windsor Enhancement Strategy and Community Improvement are met. The Grants will only be paid after the work is complete to the satisfaction of the City Planner. As it relates to the Building/Property Improvement Tax Increment Grant Program, annual grants are paid after annual property taxes are paid in full.

Climate Change Risks

Climate Change Mitigation:

Designated as Mixed Use in Schedule E: City Centre Planning District of the City of Windsor's Official Plan, the subject property is located in a neighbourhood where revitalization is strongly encouraged. 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:

On February 22, 2021, Council approved the 2021 budget, which included a new reserve fund for all active CIPs in the City. As CIP grant applications are approved, the approved grant amount will be regarded as committed in the CIP Reserve Fund 226, until the grant is ready to be paid out. The current uncommitted balance of the CIP

reserve fund is $300,057. However, this balance does not account for other CIP grant requests that are currently being considered by the Development & Heritage Standing Committee/City Council Standing Committee or have been endorsed by the Standing Committee and are not yet approved by City Council.

As per the application and two quotes received by the owner, the total project cost for the exterior and interior renovation at 257 Wyandotte St. E. is estimated to be $500,000.

If approved, a maximum of $30,000 for the Commercial/Mixed Use Building Facade Improvement Program and a maximum of $15,000 for the Retail Investment Grant Program funds will be transferred from the CIP Reserve Fund 226 to the Downtown Windsor Enhancement Strategy and Community Improvement Plan project 7011022 once the work is completed to the satisfaction of the City Planner, and the grant is ready to be paid out.

Building/Property Improvement Tax Increment Grant Program

When the CIP application was filed in 2025, the assessment value of this property was $959,000. The post-development assessment value is estimated to be $1,539,300. For illustrative purposes, the table below identifies the estimated annual CIP grant to be $22,700, which is equal to 100% of the increase in the municipal portion of property taxes. The estimated total amount of the grant over ten (10) years, assuming the completed project meet the eligibility criteria for a Catalyst Project, is $227,000, which is less than eligible project costs. The total estimate grant of $272,000 (including the Commercial/Mixed Use Building Façade Improvement Grant and the Retail Investment Grant Program) represents 54% of the total project costs ($500,000).

Estimated Revitalization Tax Increment Grant for 257 Wyandotte St. E			
Annual Pre-Development Taxes (Municipal Portion Only)	**Estimated Annual Post-Development Taxes (Municipal Portion Only)**	**Estimated Annual Increase in Taxes (Municipal Portion Only)**	**Estimated Annual Tax Increment Grant**
$37,514	$60,214	$22,700	$22,700

Because the Grant Program does not cancel taxes, the applicant must pay the full amount of property taxes annually and will subsequently receive a grant for the difference between the pre and post-development municipal taxes. The City will retain the amount of pre-development (base) municipal taxes throughout the lifespan of the grant program of $37,514 per annum; however, will be foregoing any incremental property taxes, estimated to be $22,700 per annum to a maximum of 10 years if determined to be a Catalyst Project that could otherwise be used to offset future budget pressures. After completion of the grant program, the City will collect the full value of the municipal taxes (estimated to be $60,214 annually).

Consultations:

The City of Windsor's Downtown Windsor 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 applicant prior to accepting the application for the Downtown CIP grants. Josie Gualtieri, Financial Planning Administrator, Carolyn Nelson, Manager Property Valuations & Admin and Michael Dennis, Manager, Strategic Capital Budget Development & Control were consulted with respect to the grant application within Downtown CIP.

Conclusion:

Administration recommends that City Council approve the application made by Yasmeen Properties Inc., owner of the property 257 Wyandotte St E, to participate in the Commercial/Mixed Use Building Facade Improvement Program, Retail Investment Grant Program, and Building/Property Improvement Tax Increment Grant Program under the Downtown Windsor CIP.

Approvals:

Name	Title
James Abbs	Manager, Planning – Land Info & Special Projects (A)
Jason Campigotto	Deputy City Planner – Growth (A)
Emilie Dunnigan	Manager Development Revenue & Financial Administration
Lorie Gregg	Deputy Treasurer, Taxation, Treasury & Financial Projects
Kate Tracey	Senior Legal Counsel, Legal & Real Estate
Neil Robertson	City Planner
Jelena Payne	Deputy CAO/Commissioner, Economic Development
Dan Seguin	On behalf of the Commissioner, Finance and City Treasurer
Ray Mensour	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

1 Appendix A - Location Map

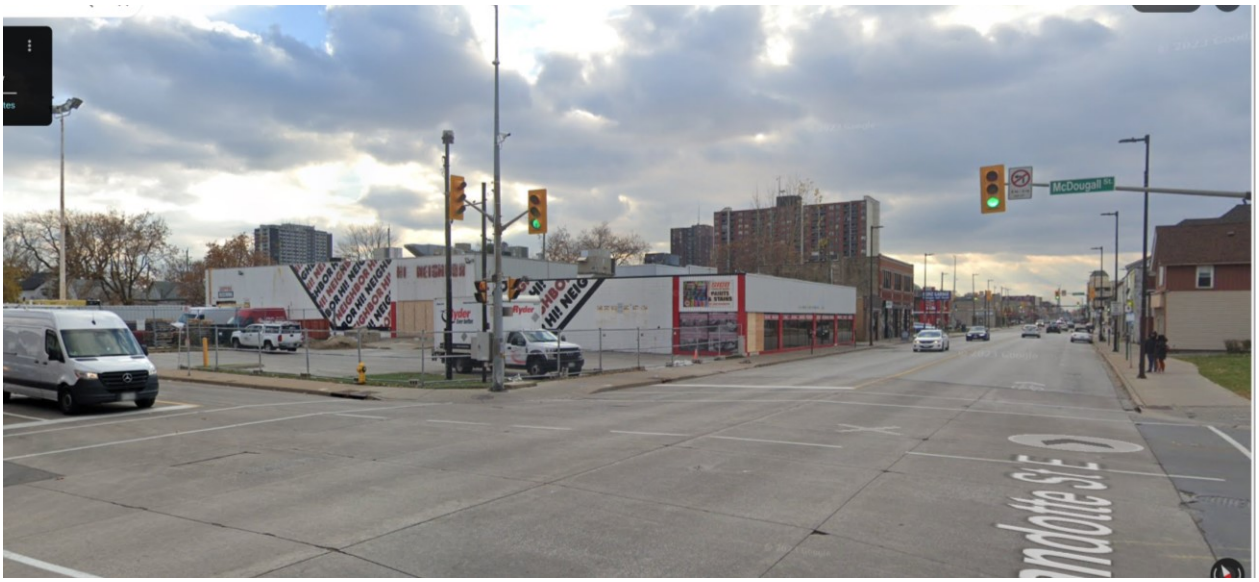
2 Appendix B - Existing Building
3 Appendix C - Proposed Facade Improvements
4 Appendix D - Proposed Interior Renovations



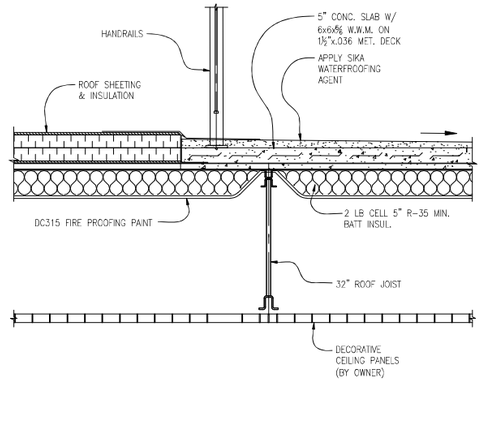
LOCATION MAP : 257 WYANDOTTE STREET EAST

SUBJECT PROPERTY

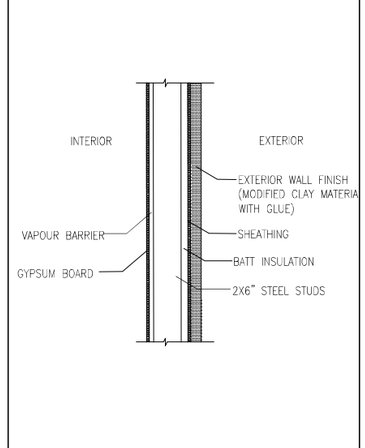
0 5 10 20 30 Meters


McDougall St

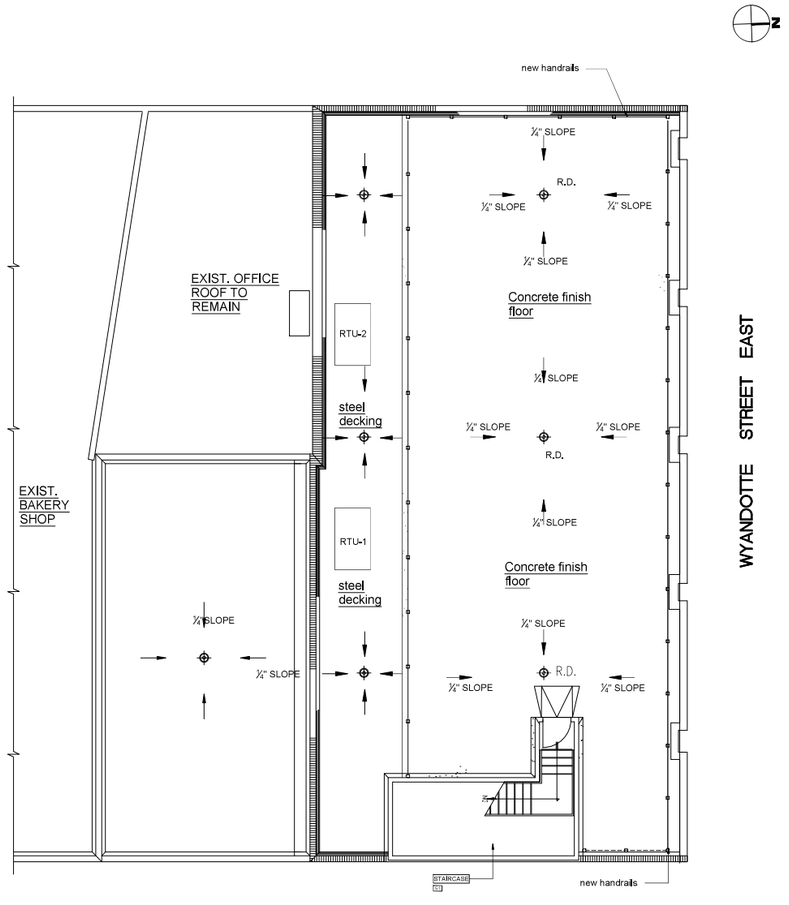
INFRINGEMENT OF COPYRIGHT Copyright for this electronic drawing belongs to and remains the property of the MMA Architect Inc. Their alteration by the Client, direct forces, or companies hired by the client is strictly PROHIBITED. The Client may retain copies, including electronic or digital files of this drawing for information and reference in connection with the Client's use and occupancy of the Project. Copies may only be used for the purposes intended and for no other use on this same site, and for the same Project by this Client only and may not be offered for sale or transferred without the written consent of the Architect. Except for reference purposes, this Architect's drawings or digital files and any information shall not be used for renovations, additions or alterations to this Project or on any other project without a written license from this Architect for this limited purpose of the documents.



7 A-1 ROOF DETAIL
NTS



6 A-1 W1 – WALL DETAIL
NTS



5 A-1 ROOF PLAN
1/8"=1'-0"

STATISTICS:

Zoning: Commercial District (CD-3.6)

Permitted Uses : Bakery, Business Office, Confectionary And Restaurant

Building Classification : Group A, Division 2 , upto 2 storey

Classification of adjacent unit : Group f, Division 2 , upto 4 storey

Parking:

- Sufficient Parking Spaces Exist.

Areas:

- Lot Area: 34,811 ft² (3234.04 SQM)
- Plaza Area : 15,390 ft² (1429,78 SQM)

- Area of work : Main Floor - 5,216 ft² (484,58 SQM)
Proposed Mezzanine - 1,658 ft² (154,03 SQM)

-Adjacent Industrial unit area - 6,243 ft² (580 SQM)

SCOPE OF WORK

DEMOLISH:

- Portion of Curtain wall
Door & Back Over Head Door As shown

CONSTRUCT:

Interior Renovation Including (Interior Wall, HVAC New Floor and Staircase, And Walk in Cooler / Freezer)

- New Floor Level & 2 New Stairs

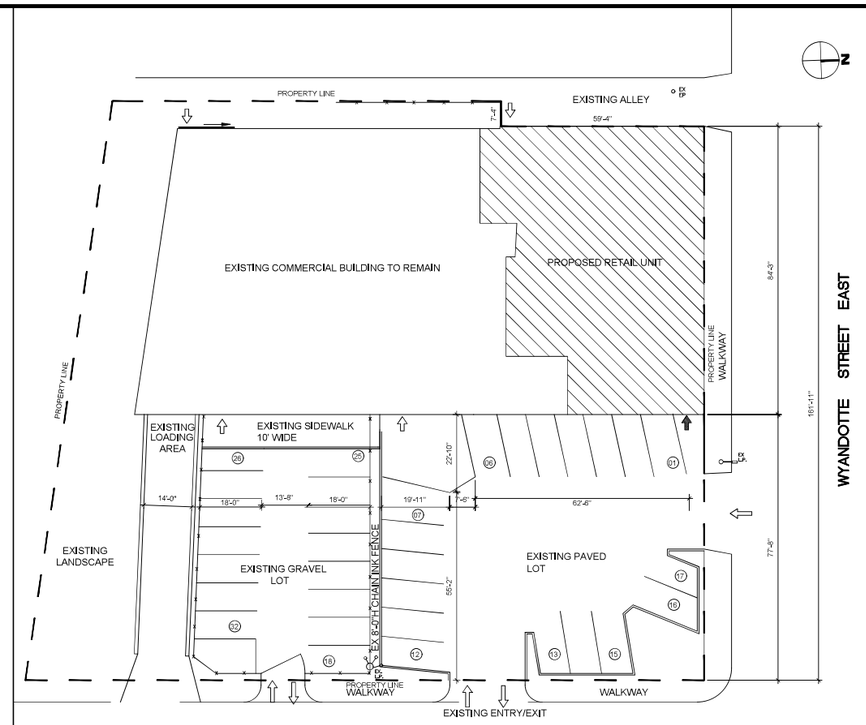
- Kitchen Including Equipments as shown at Equipments schedule c/w Plumping and Elect.

- New Plumbing Fixtures for Washroom as Shown

- New Light Fixtures as Shown.

- Patch, Prime & Paint (2 Coats) and faux/flexible stone to be Coordinated with Owner and supplied by others

4 A-1 STATISTICS & SCOPE OF WORK
N.T.S



2 A-1 EXISTING SITE PLAN
1/16"=1'-0"

WALL SCHEDULE

EW1 EXISTING EXTERIOR WALL (2HR FFR)
8" CEMENT BLOCK

W1 NEW EXTERIOR WALL
⅝" GYPSUM BOARD
VAPOUR BARRIER
6" STEEL STUDS
BATT INSULATION
SHEATHING
WALL FINISH - FLEXIBLE STONE (MODIFIED CLAY MATERIAL)

W2 NEW INTERIOR WALL
⅝" GYPSUM BOARD
4" WOOD STUDS
⅝" GYPSUM BOARD
FLEXIBLE STONE (to be supplied by others)

W3 NEW FIRE RATED INTERIOR WALL
EXISTING WALL (UL U314)
METAL RESILIANT CHANNELS
⅝" TYPE X GYPSUM BOARD
(OBC SB3 -W6A (2HR FFR))

W4 NEW FIRE RATED INTERIOR WALL
⅝" TYPE X GYPSUM BOARD
METAL RESILIANT CHANNELS
⅝" TYPE X GYPSUM BOARD
FLEXIBLE STONE (to be supplied by others)
(OBC SB3 W6A (1HR FFR))

ROOF TYPE

R1- ADDITION TO EXISTING METAL ROOF
WATERPROOFING
CONCRETE FLOORING
2X12 METAL JOIST
2LB CLOSED CELL 5" R35
DC315 FIRE PROOFING PAINT

R2 - EXISTING ROOF

CEILING SCHEDULE

CLG-1 (NEW CEILING BELOW MEZZANINE)
Sub Floor of 5/8" Plywood OSB Or wafer Board
3/4" Wood sub-floor glued & screwed to
2x12 Wood ceiling joists @16" o.c
⅝" Type 'X' Gypsum Board
(OBC SB3 F4f) 45 MINS. FFR.

CLG 2 - EXISTING CEILING
CLG3 - DECORATIVE DROP CEILING , MESH
CLG4 - DECORATIVE CEILING (OVER MEZZANINE)

DOOR TYPES

		REMARKS
EX	VARIES	Existing
D1	6'10"	Main entrance sliding door
D2	7'2"	vestibule sliding door
D3	3'-0"	Interior Door
D4	2'-6"	Interior door
D5	2'10"	door for universal bathroom
D5a	2'10"	wooden door for bathroom
D6	2'-4"	Exterior insulated door
D7	6'4"	Interior both side opening
D8	2'6"	45 min fire rated door
D9	3'0"	1,5 hr fire rated door

WINDOW TYPES Sill Height

G1	6'-4" w x 14'-7" h	exterior window
G2	10'-9" w x 14'-7" h	exterior window

EQUIPMENT SCHEDULE
REFER TO MECH. DRAWING , M2

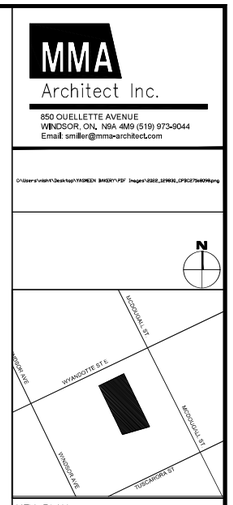
ALL FLEXIBLE STONE (MODIFIED CLAY MATERIAL TO BE SUPPLIED BY OTHERS.

3 A-1 SCHEDULES
N.T.S

Firm Name:	MMA Architect Inc.	
Certificate of Practice Number:	3676 (The Certificate of Practice Number is the FIRMS BCDN)	
Firm Address:	850 Ouellette Ave, Windsor, Ontario, N9A 4M9 Bus: (519) 973-9044 Fax: (519) 973-9052 Email: smiller@mma-architects.com	
Name of Project: / Project No:	YASMEEN BAKERY RENOVATIONS 25-114	
Location:	257 WYANDOTTE ST E Windsor, Ontario	The Architect noted above has exercised responsible control with respect to design activities. The Architect's Seal Number is the INDIVIDUAL ARCHITECTS BCDN.

	Ontario Building Code Data Matrix Parts 3			OBC Reference	
1	Project Description:		New / Addition / Alteration	Part 11 11.1 to 11.4	Part 3 / Part 9
		Change of Use			2.1.1 / 9.10.1.3
2	Major Occupancy(s): Institution				3.1.2.1.(1) / 9.10.2
3	Building Area (m²)	Existing: 15,390 ft² (1429,78 SQM)	New: 0	Total: 15,390 ft² (1429,78 SQM)	1.1.3.2 / 1.1.3.2
4	Gross Area (m²)	Existing: 5,216 ft² (484,58 SQM)	New: 1,658 ft² (154,03 SQM)	Total: 6,874 ft² (638,61SQM)	1.1.3.2 / 1.1.3.2
5	Number of Storeys	Above grade: 2	Below grade: N/A		3.2.1.1 & 1.1.3.2 / 2.1.1.3
6	Number of Streets/Fire Fighter Access: 1				3.2.2.10 & 3.2.2. / 9.10.19
7	Multiple Occupancy: Assembly Occupancy, Group A, Division 2, up to 2 Storeys (more restrictive) Building Classification: Industrial Occupancy, Group F, Division 2, up to 4 Storeys				3.2.2.25 3.2.2.57 / 9.10.4
8	Sprinkler System Proposed		entire building / basement only / in lieu of roof rating / ■ not required		3.2.2.20-83 / 3.2.1.5 / 3.2.2.17 / 9.10.8
9	Standpipe required		Yes ■ No		3.2.9 / N/A
10	Fire Alarm required		■ Yes No		3.2.4 / 9.10.17.2
11	Water Service/Supply is Adequate		■ Yes No		3.2.5.7 / N/A
12	High Building		Yes ■ No		3.2.6 / N/A
13	Permitted Construction / Actual Construction	Combustible / Combustible	Non-combustible / Non-combustible	■ Both / ■ Both	3.2.2.20-.83 / 9.10.6
14	Mezzanine(s) Area m²: 1,658 ft² (154.03 SQM)				3.2.1.1.(3)-(8) / 9.10.4.1
15	Occupant load based on Building	m²/person Occupancy: -	■ design of building Load: 80 patrons inside + 20 patrons on patio + 4 Employees 104 Total		3.1.16 / 9.9.1.3
16	Barrier-free Design		☐ Yes ■ No (Explain):		3.8 / 9.5.2
17	Hazardous Substances		Yes ■ No		3.3.1.2. & 3.3.1.19 / 9.10.1.3(4)
18	Required Fire Resistance Rating (FRR)	Vertical Assemblies FRR (Hours)	Listed Design No. or Description (SG-8)		3.2.2.20-.83 & 3.2.1.4 / 9.10.8 9.10.9
		N/A	N/A		
		W3 (2hr FFR)	UL U314 (EXISTING)+ OBC sb3W6A (NEW)		
		W4 (1HR FFR)	OBC sb3 W6A		
		Horizontal Assemblies FRR (Hours)			
		CLG-1 (45 Min, FFR)	OBC SB3 F4f		

1 A-1 DATA MATRIX
N.T.S.



KEY PLAN

GENERAL NOTES:

1) DO NOT SCALE DRAWINGS.

2) VERIFY ALL DIMENSIONS AND EXISTING CONDITIONS AS REQUIRED PRIOR TO BIDDING AND COMMENCEMENT OF WORK.

3) COORDINATE ARCHITECTURAL, STRUCTURAL, MECHANICAL AND ELECTRICAL DRAWINGS PRIOR TO COMMENCEMENT OF WORK.

4) SHOULD ANY CONFLICTS AND/OR DISCREPANCIES ARISE, NOTIFY THE ARCHITECT / ENGINEER IMMEDIATELY, IN WRITING PRIOR TO PROCEEDING WITH ANY WORK.

5) ALL WORK SHALL COMPLY OR EXCEED THE REQUIREMENTS OF THE ONTARIO BUILDING CODE, FIRE CODE, PLUMBING CODE, ELECTRICAL CODE AND LOCAL BY-LAWS.

6) ROOF DRAWINGS TO BE STAMPED BY PROFESSIONAL ENGINEER.

DATE	NO.	ISSUED FOR
3 JUN'25		CLIENT REVIEW
30 MAY'25		CLIENT REVIEW

The Architect noted above has exercised responsible control with respect to design activities. The Architect's seal number is the INDIVIDUAL ARCHITECT's BCDN.

PROJECT

YASMEEN BAKERY RETAIL AREA

257 WYANDOTTE ST E.
WINDSOR, ONTARIO

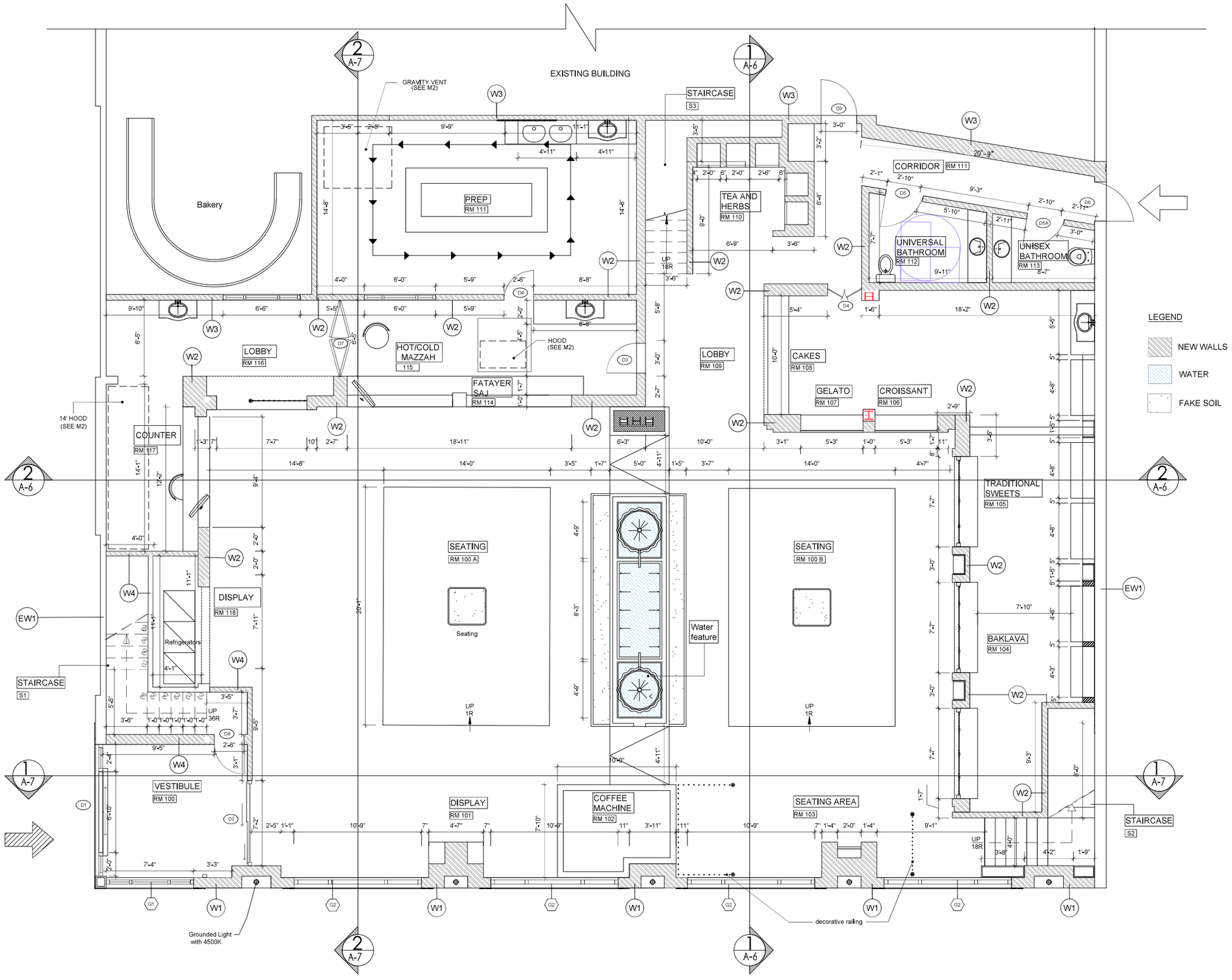
DWG. TITLE

SITE AND ROOF PLAN , SCHEDULES, STATS AND SCOPE OF WORK ,DATA MATRIX, ROOF DEATIL

DATE : MAY 2025
SCALE : AS NOTED
DESIGNED BY : NS
DRAWN BY : NS
CHECKED BY : SM/AP
APPROVED BY : SM
PROJECT NO. : 25-114
DWG. NO.

A-1

INFRINGEMENT OF COPYRIGHT: Copyright to this electronic drawing belongs to and remains the property of the MMA Architect Inc. Their alteration by the Client, client's forces, or companies hired by the client is strictly PROHIBITED. The Client may retain copies including electronic or digital and other reproducible copies of this drawing for information and reference in connection with the Client's use and occupancy of the Project. Copies may only be used for the purposes for which they were originally prepared by the Architect for this Project only and must not be altered in any way. Re-use of these electronic files for additions, alterations or any other Project, by the Client or any other person, without a written release from the Architect, is done at the client's sole risk and without liability to the Architect. The Client agrees to indemnify and hold the Architect harmless from all claims, damages, losses and expenses including legal fees arising out of or resulting therefrom. Any unauthorized use, modification, or distribution of these electronic files is prohibited and may result in legal action. Any changes made on these drawings must be approved by the Architect in writing. Drawings not to be scaled. Contractor to check and verify all dimensions on site before commencing work. Report any discrepancies to the Architect before proceeding.



1 A-2 PROPOSED FIRST FLOOR PLAN
1/4"=1'-0"

MMA Architect Inc.
850 OUELLETTE AVENUE
WINDSOR, ON. N9A 4M9 (519) 973-9044
Email: smiller@mma-architect.com

NuFusion & ASSOCIATES

GENERAL NOTES:

1) DO NOT SCALE DRAWINGS.

2) VERIFY ALL DIMENSIONS AND EXISTING CONDITIONS AS REQUIRED PRIOR TO BIDDING AND COMMENCEMENT OF WORK.

3) COORDINATE ARCHITECTURAL, STRUCTURAL, MECHANICAL AND ELECTRICAL DRAWINGS PRIOR TO COMMENCEMENT OF WORK.

4) SHOULD ANY CONFLICTS AND/OR DISCREPANCIES ARISE, NOTIFY THE ARCHITECT / ENGINEER IMMEDIATELY, IN WRITING PRIOR TO PROCEEDING WITH ANY WORK.

5) ALL WORK SHALL COMPLY OR EXCEED THE REQUIREMENTS OF THE ONTARIO BUILDING CODE, FIRE CODE, PLUMBING CODE, ELECTRICAL CODE AND LOCAL BY-LAWS.

6) ROOF DRAWINGS TO BE STAMPED BY PROFESSIONAL ENGINEER.

DATE	NO.	ISSUED FOR
04 JUN'25		PERMIT APPLICATION
30 MAY'25		CLIENT REVIEW

The Architect noted above has exercised responsible control with respect to design activities. The architect's seal number is the architect's BCDN.

PROJECT

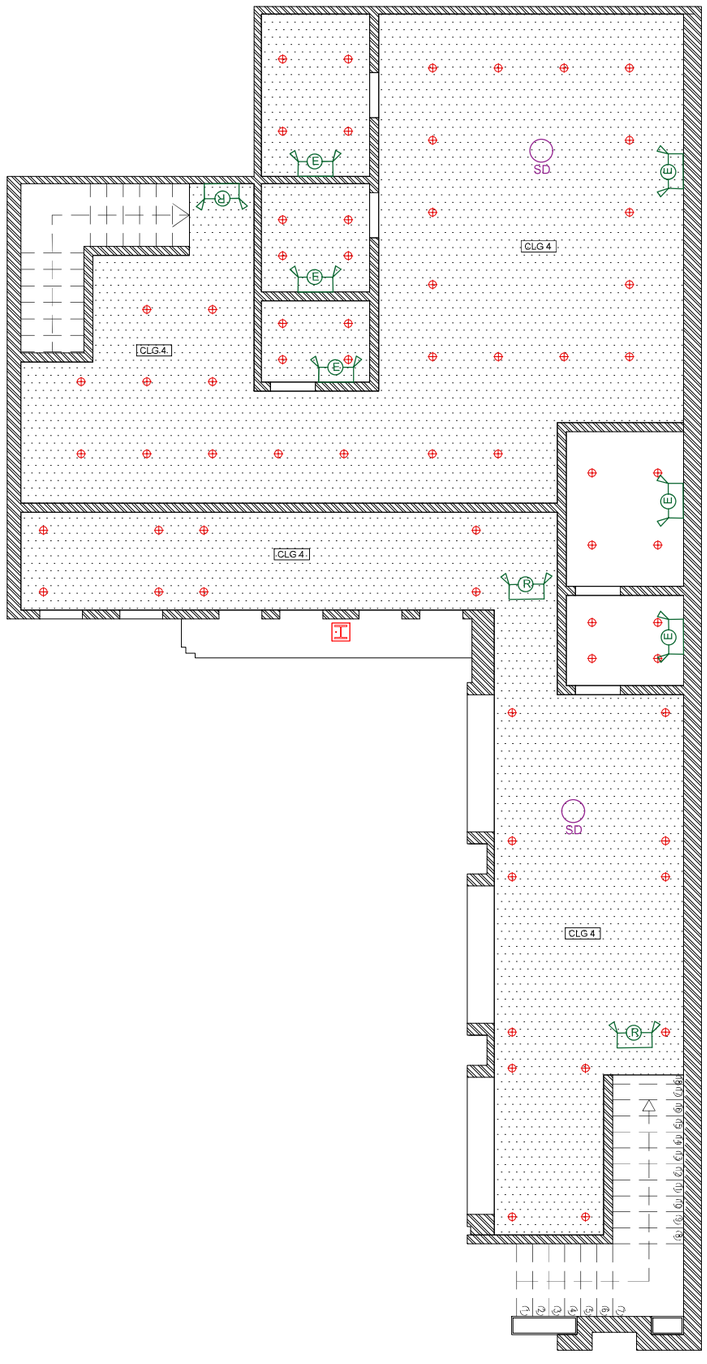
YASMEEN BAKERY RETAIL AREA

257 WYNDOTTE ST E.
WINDSOR, ONTARIO

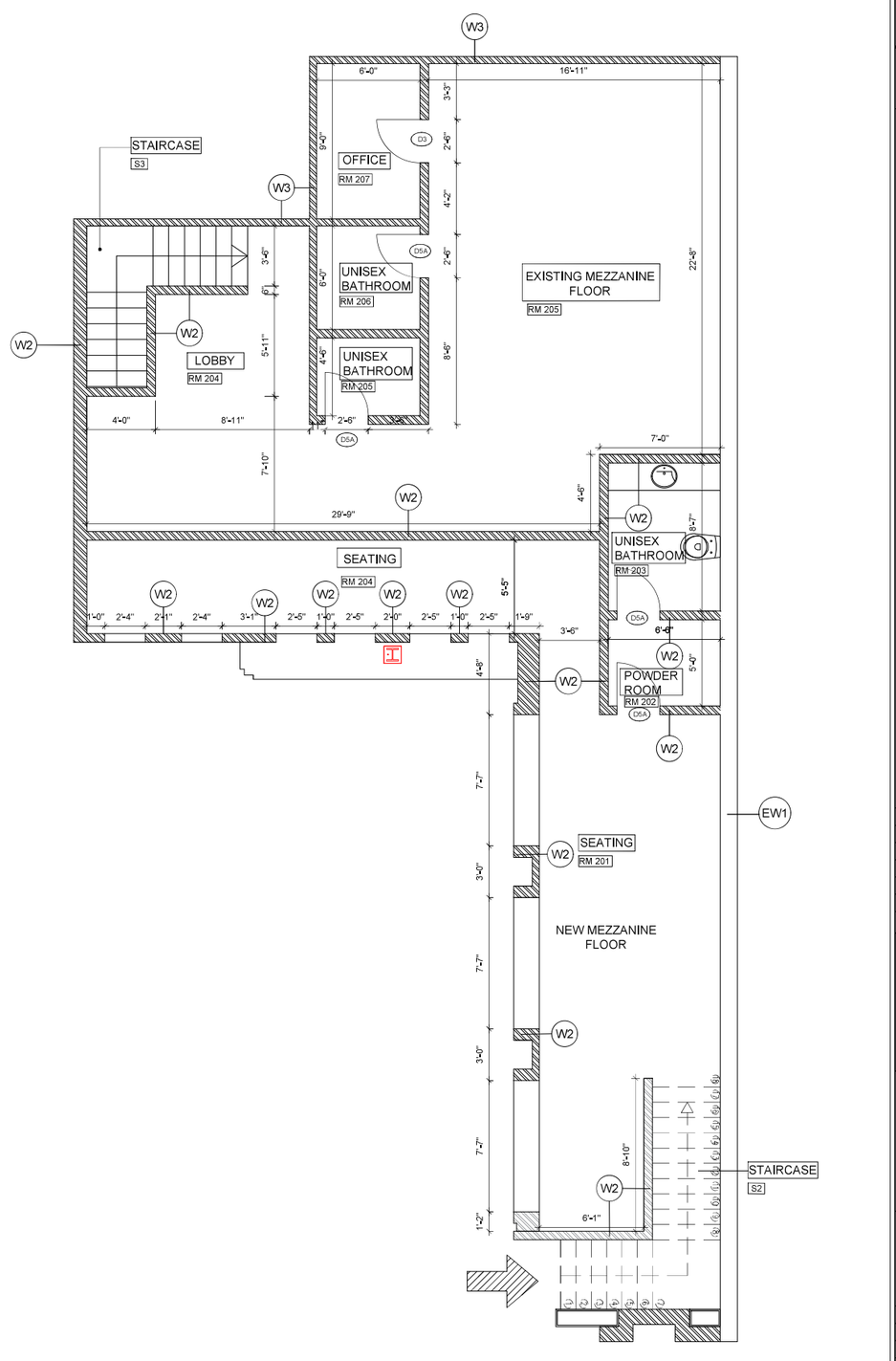
DWG. TITLE
PROPOSED FIRST FLOOR PLAN

DATE	: MAY 2025
SCALE	: AS NOTED
DESIGNED BY	: NS
DRAWN BY	: NS
CHECKED BY	: SM/AP
APPROVED BY	: SM
PROJECT NO.	: 25-114
DWG. NO.	A-2

INFRINGEMENT OF COPYRIGHT Copyright for this electronic drawing belongs to and remains the property of the MMA Architect Inc. Their alteration by the Client, client's forces, or companies hired by the client is strictly PROHIBITED. The Client may retain copies, including electronic or digital files of this drawing for information and reference in connection with the Client's use and occupancy of the Project. Copies, may only be used for the purposes intended and for a one-time use, on the same site, and for the same Project, by the Client only and may not be offered for sale or transfer without the express written consent of the Architect. Except for reference purposes, the Architect's electronic or digital files and information, shall not be used for renovations, additions or alterations to the Project or on any other project without a written license from the Architect for the limited or repeat use of the documents.



1 A-2 PROPOSED MEZ REFLECTED CEILING PLAN
3/32"=1'-0"



1 A-2 PROPOSED MEZ FLOOR PLAN
3/32"=1'-0"

MMA
Architect Inc.
850 OUELLETTE AVENUE
WINDSOR, ON. N9A 4M9 (519) 973-9044
Email: smiller@mma-architect.com

C:\Users\smill\Desktop\YASMEEN BAKERY\PDF Images\2025_1EMEN_OPSCF5b6095.png

DATE	NO.	ISSUED FOR
04 JUN'25		PERMIT APPLICATION
30 MAY'25		CLIENT REVIEW

The Architect noted above has exercised responsible control with respect to design activities. The architect's seal number is the architect's BCIN.

PROJECT
YASMEEN BAKERY
RETAIL AREA

257 WYNDOTTE ST E.
WINDSOR, ONTARIO

DWG. TITLE
MEZZANINE

DATE	: MAY 2025
SCALE	: AS NOTED
DESIGNED BY	: NS
DRAWN BY	: NS
CHECKED BY	: SM/AP
APPROVED BY	: SM
PROJECT NO.	: 25-114
DWG. NO.	A-3

INFRINGEMENT OF COPYRIGHT Copyright for this electronic drawing belongs to and remains the property of the MMA Architect Inc.. Their alteration by the Client, client's forces, or companies hired by the client is strictly PROHIBITED. The Client may retain copies, including electronic or digital and other reproducible copies, of this drawing for information and reference in connection with the Client's use and occupancy of the Project. Copies may only be used for the purposes intended and for a one-time use, on the same site, and for the same Project, by this Client only and may not be offered for sale or transfer without the express written consent of the Architect. Except for reference purposes, the Architect's electronic or digital files and information, shall not be used for renovations, additions or alterations to the Project or on any other project without a written license from the Architect for the limited or repeat use of the documents.



LEGEND: RCP, LIGHTING AND LIFE SAFETY

SYMBOL	DESCRIPTION	SYMBOL	DESCRIPTION
	R35 mm Recessed Light Device		Pendant Light
	SIGNS BACKLIT H=7'-2"		Track light Device
	Gypsum Board		FLOOR LIGHT DEVICE
E	EMERGENCY LIGHT BATTERY POWERED		COMBINED BATTERY POWERED EMERGENCY LIGHT , WITH EXIT SIGN
R	COMBINED BATTERY POWERED EMERGENCY LIGHT , WITH RUNNING MAN SIGN	SD	SMOKE DETECTOR

MMA
Architect Inc.
850 OUELLETTE AVENUE
WINDSOR, ON. N9A 4M9 (519) 973-9044
Email: smiller@mma-architect.com

DATE	NO.	ISSUED FOR
04 JUN'25		PERMIT APPLICATION
30 MAY'25		CLIENT REVIEW

The Architect noted above has exercised responsible control with respect to design activities. The architect's seal number is the architect's BCIN.

PROJECT

YASMEEN BAKERY
RETAIL AREA

257 WYNDOTTE ST E.
WINDSOR, ONTARIO

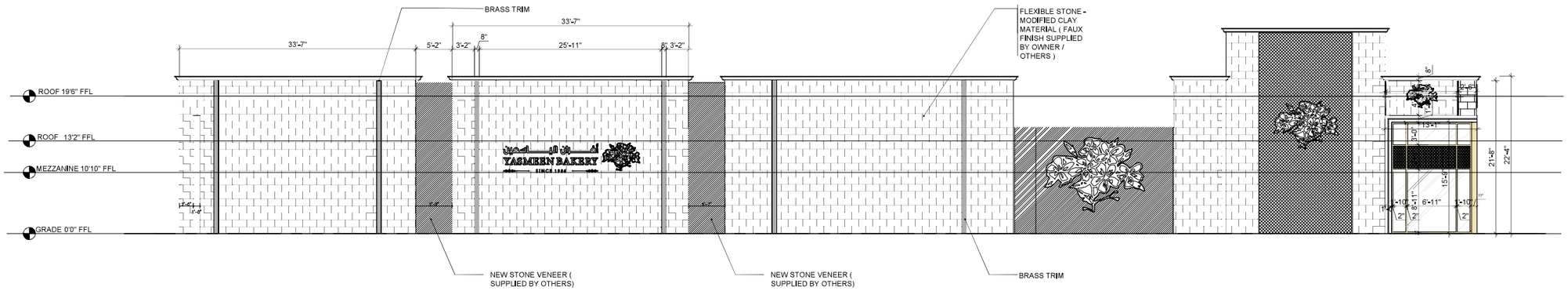
DWG. TITLE

FIRST FLOOR REFLECTED CEILING PLAN

DATE	: MAY 2025
SCALE	: AS NOTED
DESIGNED BY	: NS
DRAWN BY	: NS
CHECKED BY	: SM/AP
APPROVED BY	: SM
PROJECT NO.	: 25-114
DWG. NO.	A-4

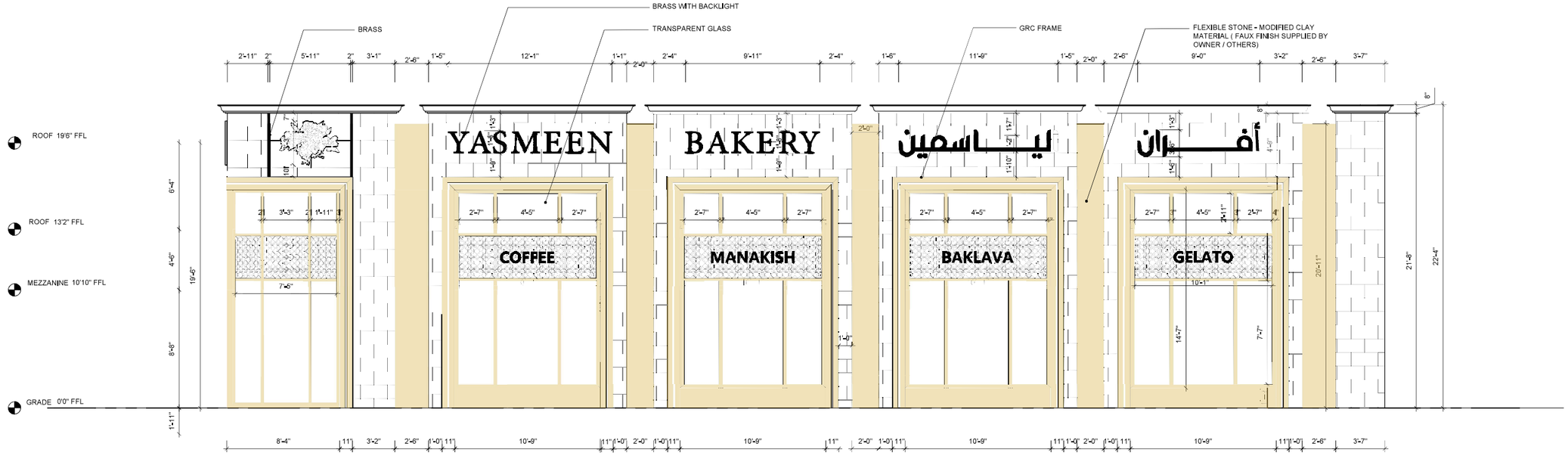
1 A-7 PROPOSED FIRST FLOOR RELECTED CEILING PLAN
3/32"=1'-0"

INFRINGEMENT OF COPYRIGHT. Copyright for this electronic drawing belongs to and remains the property of the MMA Architect Inc. Their alteration by the Client, client's forces, or companies hired by the client is strictly PROHIBITED. The Client may retain copies, including electronic or digital and other reproducible copies, of this drawing for information and reference in connection with the Client's use and occupancy of the Project. Copies may only be used for the purposes intended and for a one-time use, on the same site, and for the same Project, by this Client only and may not be offered for sale or transfer without the express written consent of the Architect. Except for reference purposes, the Architect's electronic or digital files and information, shall not be used for renovations, additions or alterations to the Project or on any other project without a written license from the Architect for the limited or repeat use of the documents.



2 / A-5 PROPOSED SIDE (EAST) ELEVATION

1/8"=1'-0"



1 / A-5 1/4"=1'-0"

MMA
Architect Inc.
850 OUELLETTE AVENUE
WINDSOR, ON. N9A 4M9 (519) 973-9044
Email: smiller@mma-architect.com

C:\Users\vitish1\Desktop\YASMEEN BAKERY-FSF Images\2022_229830_CP3C273e8016.png

DATE	NO.	ISSUED FOR
04 JUN'25		PERMIT APPLICATION
30 MAY'25		CLIENT REVIEW

The Architect noted above has exercised responsible control with respect to design activities. The architect's seal number is the architect's BCIN.

PROJECT

YASMEEN BAKERY RETAIL AREA

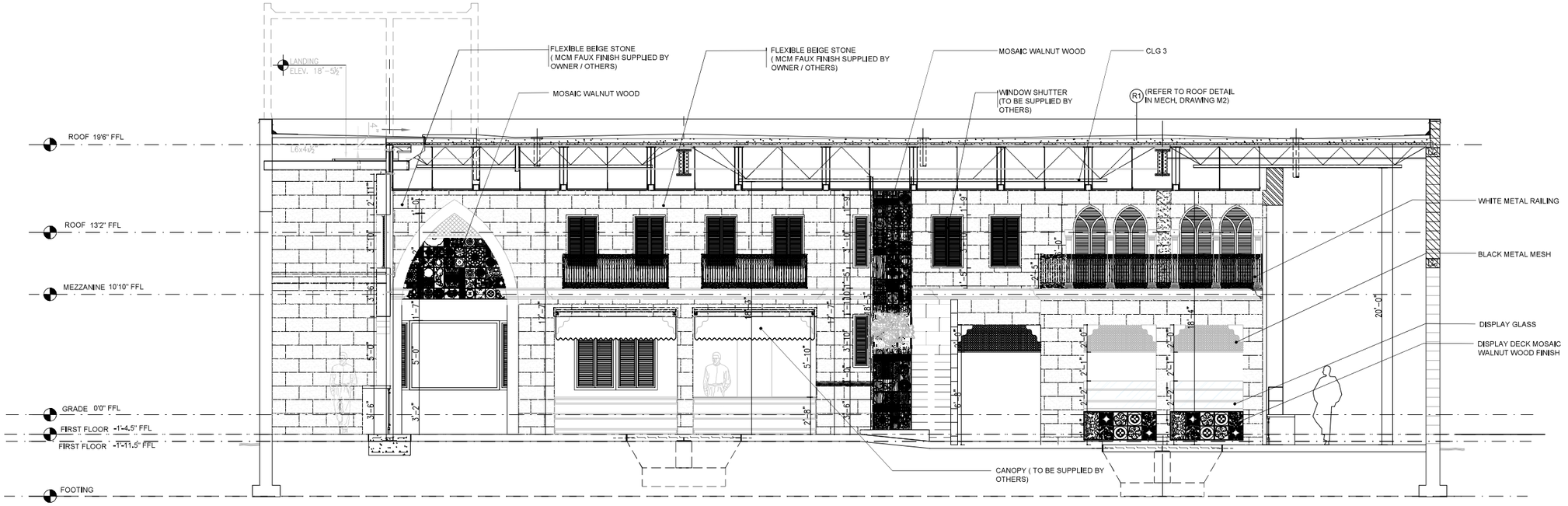
257 WYNDOTTE ST E.
WINDSOR, ONTARIO

DWG. TITLE

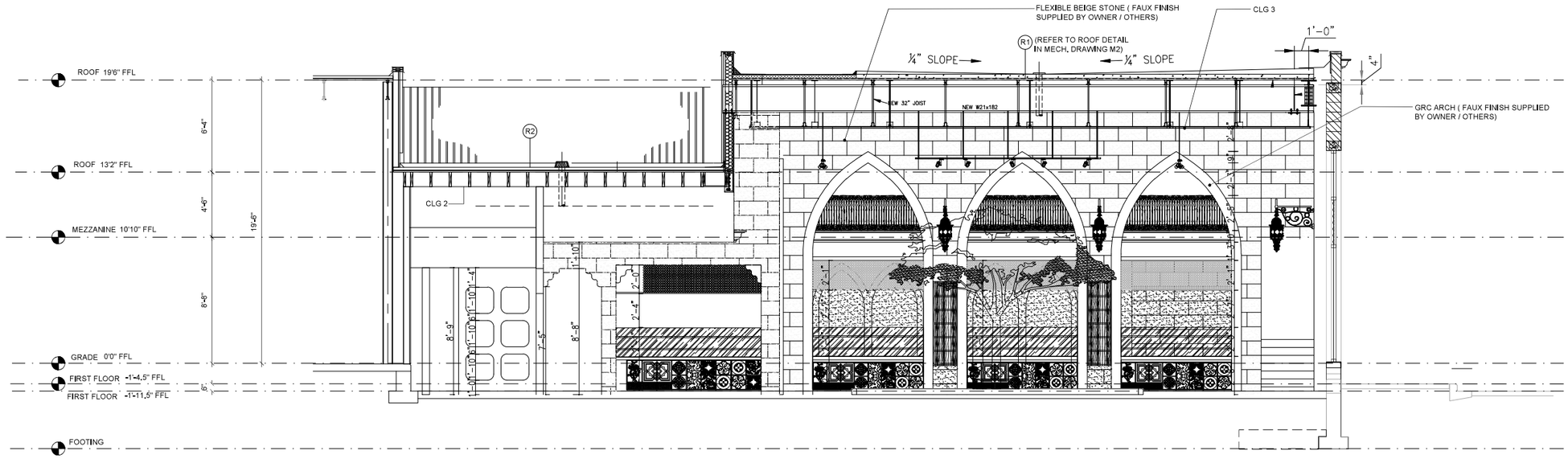
NORTH AND EAST ELEVATIONS

DATE	: MAY 2025
SCALE	: AS NOTED
DESIGNED BY	: NS
DRAWN BY	: NS
CHECKED BY	: SM/AP
APPROVED BY	: SM
PROJECT NO.	: 25-114
DWG. NO.	A-5

INFRINGEMENT OF COPYRIGHT. Copyright to this electronic drawing belongs to and remains the property of the MMA Architect Inc. Their alteration by the Client, client's forces, or companies hired by the client is strictly PROHIBITED. The Client may retain copies, including electronic or digital and other reproducible copies, of this drawing for information and reference in connection with the Client's use and occupancy of the Project. Copies may only be used for the purposes intended and for a one-time use, on the same site, and for the same Project, by the Client only and may not be offloaded for sale or transfer without the express written consent of the Architect. Except for reference purposes, the Architect's electronic or digital files and information, shall not be used for renovations, additions or alterations to the Project or on any other project without a written license from the Architect for the limited or repeat use of the documents.



2 A-5 PROPOSED SECTIONAL ELEVATION
3/32"=1'-0"



1 A-5 PROPOSED SECTIONAL ELEVATION
3/32"=1'-0"

MMA
Architect Inc.
850 OUELLETTE AVENUE
WINDSOR, ON, N9A 4M9 (519) 973-9044
Email: smiller@mma-architect.com

C:\Users\vivian\Desktop\YASMEEN IMAGES\FVSF Images\2022_SITE02_CP2C2T3a0010.png

DATE	NO.	ISSUED FOR
04 JUN'25		PERMIT APPLIACTION
30 MAY'25		CLIENT REVIEW

ONTARIO ASSOCIATION OF ARCHITECTS — STEWART MILLER — LICENCE 4275

The Architect noted above has exercised responsible control with respect to design activities. The architect's seal number is the architect's BCIN.

PROJECT

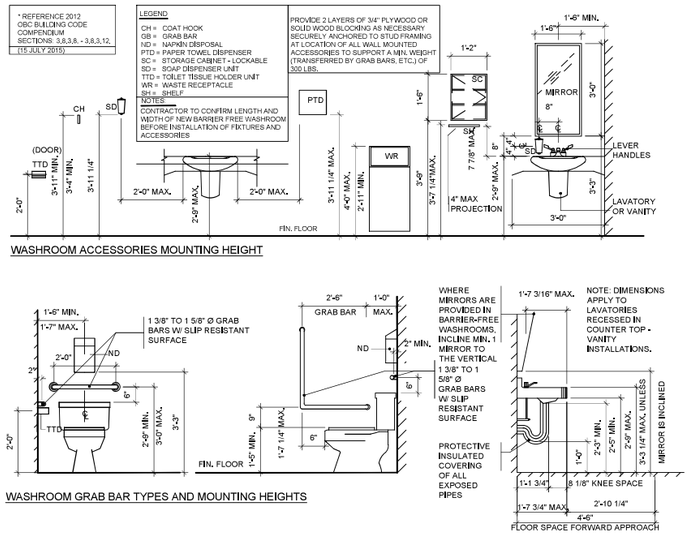
YASMEEN BAKERY RETAIL AREA

257 WYNDOTTE ST E.
WINDSOR, ONTARIO

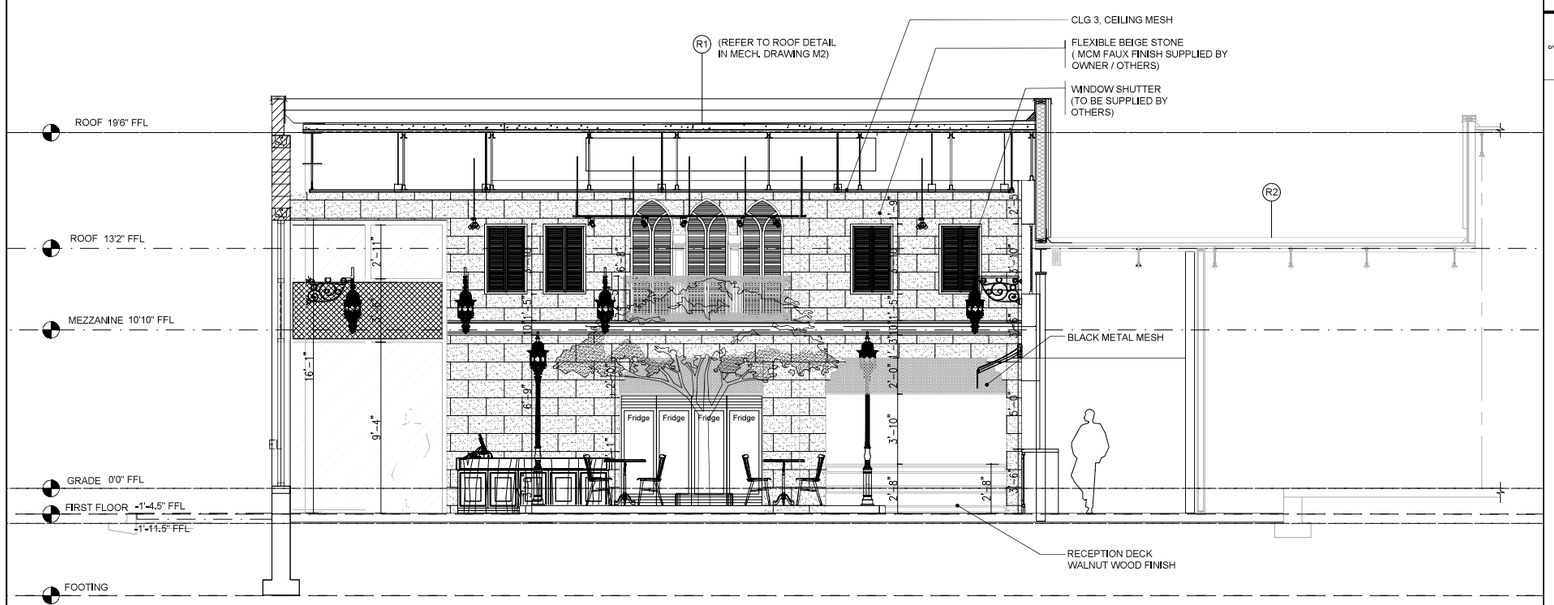
DWG. TITLE

PROPOSED SECTIONAL ELEVATIONS

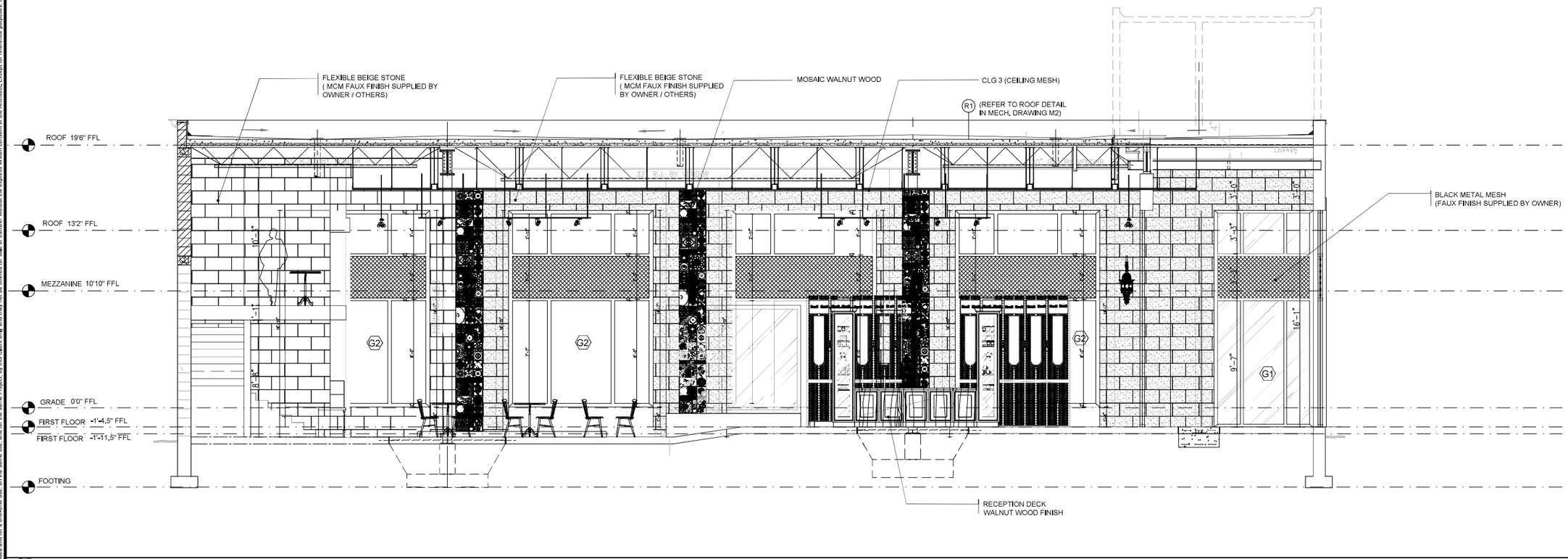
DATE	: MAY 2025
SCALE	: AS NOTED
DESIGNED BY	: NS
DRAWN BY	: NS
CHECKED BY	: SM/AP
APPROVED BY	: SM
PROJECT NO.	: 25-114
DWG. NO.	A-6



3 A-7 UNIVERSAL BATHROOM DETAILS
3/32"=1'-0"



2 A-7 PRPOSED SECTIONAL ELEVATION
3/32"=1'-0"



1 A-7 PROPOSED SECTIONAL ELEVATION
3/32"=1'-0"

MMA
Architect Inc.
850 OUELLETTE AVENUE
WINDSOR, ON, N9A 4M9 (519) 973-9044
Email: smiller@mma-architect.com

C:\Users\vishi\Desktop\YASMEEN BAKERY\PDF Images\2022_125630_CPSC8736R0.dwg

DATE	NO.	ISSUED FOR
04 JUN'25		PERMIT APPLICATION
30 MAY'25		CLIENT REVIEW

The Architect noted above has exercised responsible control with respect to design activities. The architect's seal number is the architect's BCDN.

PROJECT
YASMEEN BAKERY
RETAIL AREA
257 WYNDOTTE ST E.
WINDSOR, ONTARIO

DWG. TITLE
PROPOSED SECTIONAL ELEVATION

DATE	: MAY 2025
SCALE	: AS NOTED
DESIGNED BY	: NS
DRAWN BY	: NS
CHECKED BY	: SM/AP
APPROVED BY	: SM
PROJECT NO.	: 25-114
DWG. NO.	A-7

INFRINGEMENT OF COPYRIGHT Copyright for this electronic drawing belongs to and remains the property of the MMA Architect Inc.. Their alteration by the Client, client's forces, or companies hired by the client is strictly PROHIBITED. The Client may retain copies, including electronic or digital files and information, for the same Project by this Client only and may not be offered for sale or transfer without the express written consent of the Architect. Except for reference purposes, the Architect's electronic or digital files and information, shall not be used for renovations, additions or alterations to the Project or on any other project without a written license from the Architect for this limited or repeat use of the documents.

YASMEEN BAKERY

WORLD FUTURE ARCHITECTURE

FACADE

WORLD FUTURE ARCHITECTURE


YASMEEN
BAKERY
اليـــاسمين
أفـــران
COFFEE
MANAKISH
BAKLAVA
GELATO


YASMEEN
BAKERY
COFFEE
YASMEEN BAKERY


YASMEEN BAKERY
SINCE 1986
YASMEEN BAKERY


أفـــران اليـــاسمين
YASMEEN BAKERY
SINCE 1986

INTERIOR

WORLD FUTURE ARCHITECTURE


TRADITIONAL SWEE
PUFF FOUR
Blend1
Blend2
Blend3
Blend4


DO NOT
ENTER




GELATO


PETIT FOUR




أفران الياسمين
YASMEEN BAKERY
SINCE 1986


Blend


BAKLAWA
PETIT FOUR


SANDWICHES


BREAD


BREAD


SANDWICHES


PETIT FOUR


EA AND HERBES
أعشاب و شاي
CAKES
GELATO


BAKLAWA
PETIT FOUR


PETIT FOUR




DO NOT
ENTER


TRADITIONAL SWEETS
PETIT FOUR


SANDWICHES


DO NOT
ENTER


TEA AND HERBES
أعشاب و شاي
CAKES
CHAIO


TRADITIONAL SW


PETIT FOUR


PETIT FOUR

BATHROOM

WORLD FUTURE ARCHITECTURE





Thank You

WORLD FUTURE ARCHITECTURE

Subject: Downtown CIP - 423-437 Ouellette Avenue - Ward 3

Reference:

Date to Council: September 2, 2025
Author: Simona Simion, MCIP, RPP
Planner III Economic Development (A)
519-255-6543 ext. 6449
ssimion@citywindsor.ca

Planning & Building Services
Report Date: 8/1/2025
Clerk's File #: Z/15021

To: Mayor and Members of City Council

Recommendation:

I. THAT the request made by 2424718 Ontario Limited (Owner) for the proposed development at 423-437 Ouellette Avenue to participate in:

a. The Upper Storey Residential Conversion Grant Program **BE APPROVED** for $5,000 for every new residential unit created on the upper storey of an existing mixed-use building (8 new dwelling units to be created), up to a maximum of $40,000 towards eligible costs pursuant to the Downtown Windsor Enhancement Strategy and Community Improvement Plan; and,

b. The Commercial/Mixed Use Building Facade Improvement Grant Program **BE APPROVED** for a 50% matching grant to a maximum of $20,000 towards eligible costs for the façade improvements as shown and described in Appendix B to Report S 102/2025 pursuant to the Downtown Windsor Enhancement Strategy and Community Improvement Plan; and,

c. The Building/Property Improvement Tax Increment Grant Program **BE APPROVED** for the lesser of 100% of the municipal portion of the tax increment resulting from the proposed development for five (5) years in accordance with the Downtown Windsor Enhancement Strategy and Community Improvement Plan, or eligible costs;

II. THAT Administration **BE DIRECTED** to prepare the Grant Agreement(s) between the City of Windsor and 2424718 Ontario Limited (Owner) to implement all grant programs in accordance with all applicable policies, requirements, and provisions contained within the Downtown Windsor Enhancement Strategy and 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 implications; and

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; and

IV. THAT Grant funds up to $40,000 under the Upper Storey Residential Conversion Grant Program **BE TRANSFERRED** from the CIP Reserve Fund 226 to the Downtown Windsor Enhancement Strategy and Community Improvement Plan Project 7011022 when work is completed to the satisfaction of the City Planner; and

V. THAT Grant funds up to $20,000 under the Commercial/Mixed Use Building Facade Improvement Grant Program **BE TRANSFERRED** from the CIP Reserve Fund 226 to the Downtown Windsor Enhancement Strategy and Community Improvement Plan Project 7011022 when work is completed to the satisfaction of the City Planner; and

VI. THAT the City Treasurer BE **AUTHORIZED** to issue payment up to $60,000 for grants from the Downtown Windsor Enhancement Strategy and Community Improvement Plan Project 7011022 for 257 Wyandotte St E to 2424718 Ontario Limited (Owner) upon completion subject to the satisfaction of the City Planner and Chief Building Official.

VII. THAT the approval to participate in the Building/Property Improvement Tax Increment Grant Program **EXPIRE** if the grant agreement is not signed by applicant within one (1) year following Council approval. The City Planner may extend the deadline for up to one (1) year upon request from the applicant; and

VIII. **THAT** the Upper Storey Residential Conversion Grant and the Commercial/Mixed Use Building Facade Improvement Grant 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;

Executive Summary:

N/A

Background:

The Downtown Windsor Enhancement Strategy and Community Improvement Plan (Downtown CIP) was adopted by City Council on September 29, 2017, and an adopting by-law was passed by City Council on October 16, 2017.

The Downtown CIP provides financial incentives to encourage new residential development, retail investment, facade improvements, and building/property improvements.

2424718 Ontario Limited (Owner) has applied for the Upper Storey Residential Conversion Grant Program, the Commercial/Mixed Use Building Facade Improvement Grant Program, and the Building/Property Improvement Tax Increment Grant Program under the Downtown CIP for the properties located at 423-437 Ouellette Avenue (as shown on Appendix A).

The existing two (2) storey building at 423-437 Ouellette Avenue contains ground floor commercial and one (1) storey of existing vacant space. The ground floor commercial of the subject building includes the following uses: hair salon, restaurant, and vacant space.

The owner is currently seeking to complete all interior and facade improvements. The most recent application for the subject property was submitted on June 27, 2025, the proposed improvements were reviewed internally and are consistent with the requirements of the CIP program.

Applicant Information:

Owner/Applicant: 2424718 Ontario Limited
Principle Owner of 2424718 Ontario Limited: Magda Nawar

Discussion:

Upper Storey Residential Conversion Grant Program

The program is aimed at attracting new investment and interest in converting currently non-residential vacant or underutilized upper storey space to residential units by providing a financial incentive that will be targeted at the costs of converting the space to new residential units. It is intended to stimulate the creation of new residential units on the upper storeys of existing mixed-use buildings. Program details: a minimum of two (2) new residential units must be created above the first (i.e. ground) floor of the building; the program is not eligible for reoccupying any unit or space that was already configured or used for residential use; inspections of the building to review its condition and the proposed conversion plans may be required.

The Upper Storey Residential Conversion Grant Program would allow the owners of 423-437 Ouellette Avenue to receive $5,000 for every new residential unit created on the upper storey of their existing mixed-use building.

As per Appendix D, eight (8) new dwelling units will be created on the upper floor of an existing mixed-use building which will allow the owners to receive up to $40,000 in grant funding.

Commercial/Mixed Use Building Facade Improvement Grant Program

This program is intended to encourage the redesign, renovation or restoration of commercial and mixed-use building facades in Downtown Windsor by providing a financial incentive to offset some of the costs associated with the improvement of commercial facades.

The program will consist of a grant whereby property owners will be eligible to receive a grant for 50% of the eligible costs of the facade improvements, up to a maximum of $20,000. Where facade improvements are proposed on a corner building, an additional $10,000 in grant funds can be applied for. The subject property is not a corner property.

Appendix B contains a rendering of the proposed facade improvements along with product specifications and Appendix C contains photographs of the current building. The owner's estimated eligible costs for facade improvements are $66,180, and as a result the project would qualify for the maximum grant allowed of $20,000.

Building/Property Improvement Tax Increment Grant Program

This program is intended to provide economic incentive for the development, rehabilitation and redevelopment of properties in Downtown Windsor. The program provides an annual grant equal to the lesser of 100% of the increase in municipal property taxes or eligible costs for five (5) years after the project is completed and reassessed, as long as such development results in an increase in the assessment and therefore an increase in property taxes. Additionally, there is a possibility of a five (5) year extension of the grant period, for a total of ten (10) years, if the project is considered a Catalyst Project. Staff have reviewed the proposal and determined it does not meet the definition of a Catalyst Project, therefore it only qualifies for a five (5) year grant period.

Grants are only paid after completion of a development and subject to meeting all the requirements within the Downtown Windsor Enhancement Strategy and Community Improvement Plan.

The 2025 assessment value of the subject property located at 423-437 Ouellette Avenue is $685,000. The owner currently pays annual total property taxes of $34,318, of which the municipal portion is $25,783. The applicant estimates that the interior renovations to create 8 dwelling units on the second floor ($534,375) and exterior

façade renovations ($66,180) total approximately $600,555 of investment into the property. However, some of the proposed costs which will be incurred, although eligible for purposes of the application, may not result in a direct increase in assessment value. In other words, the grant is calculated and paid, not on the post-project value or projections made in this report, but on the actual post-development value assessment, as determined by the Municipal Property Assessment Corporation (MPAC) after project completion. Administration has estimated the post-redevelopment property value assessment based on the drawings and information provided to be $1,145,600. The grant will however be based upon the actual tax increment once the assessment has been determined by MPAC.

Risk Analysis:

There is low risk associated with the approval of the subject Downtown CIP grant applications. An agreement between the City and applicant will be prepared to ensure all program requirements and provisions of the Downtown Windsor Enhancement Strategy and Community Improvement are met. The Grants will only be paid after the work is complete to the satisfaction of the City Planner. As it relates to the Building/Property Improvement Tax Increment Grant Program, annual grants are paid after annual property taxes are paid in full.

Financial Matters:

On February 22, 2021, Council approved the 2021 budget, which included a new reserve fund for all active CIPs in the City. As CIP grant applications are approved, the approved grant amount will be regarded as committed in the CIP Reserve Fund 226, until the grant is ready to be paid out. The current uncommitted balance of the CIP reserve fund is $300,057. However, this balance does not account for other CIP grant requests that are currently being considered by the Development & Heritage Standing Committee/City Council Standing Committee or have been endorsed by the Standing Committee and are not yet approved by City Council.

If approved, a maximum of $40,000 for the Upper Storey Residential Conversion Grant program and a maximum of $20,000 Commercial/Mixed Use Building Façade Improvement Grant Program funds will be transferred from the CIP Reserve Fund 226 to the Downtown Windsor Enhancement Strategy and Community Improvement Plan project 7011022 once the work is completed to the satisfaction of the City Planner, and the grant is ready to be paid out.

Building/Property Improvement Tax Increment Grant Program

The assessment value of this property as of 2025 is $685,000. The post-development assessment value is estimated to be $1,145,600. For illustrative purposes, the table below identifies the estimated annual CIP grant to be $8,946, which is equal to 100% of

the increase in the municipal portion of property taxes. The estimated total amount of the grant over five (5) years is $44,730 (lesser than eligible costs). The applicant estimates that the interior renovations to create 8 dwelling units on the second floor ($534,375) and exterior façade renovations ($66,180) total approximately $600,555 in investment into property including the interior fit up for the tenants. The estimate grant over five years ($44,730) represents 7.5% of the investment into the property.

Estimated Revitalization Tax Increment Grant for 427-437 Ouellette Ave.			
Annual Pre-Development Taxes (Municipal Portion Only)	**Estimated Annual Post-Development Taxes (Municipal Portion Only)**	**Estimated Annual Increase in Taxes (Municipal Portion Only)**	**Estimated Annual Tax Increment Grant**
$25,783	$34,729	$8,946	$8,946

The tax assessment year is 2025.

Because the Grant Program does not cancel taxes, the owner must pay the full amount of property taxes annually and will subsequently receive a grant for the difference between the pre and post-development municipal taxes. The City will retain the amount of pre-development (base) municipal taxes throughout the lifespan of the grant program of $25,783 per annum; however, will be foregoing any incremental property taxes, of $8,946 per annum to a maximum of 5 years that could otherwise be used to offset future budget pressures. After completion of the grant program, the City will collect the full value of the municipal taxes ($34,729 annually).

Consultations:

The Downtown CIP 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 owner prior to accepting the application. Staff from the Planning and Building Division were consulted in the preparation of this report. Additionally, the following staff were consulted in the preparation of this report:

Josie Gualtieri, Financial Planning Admin.

Carolyn Nelson, Manager of Property Valuations and Admin.

Conclusion:

Staff recommends that the application for the Upper Storey Residential Conversion Grant Program, the Commercial/Mixed Use Building Facade Improvement Grant Program and the Building/Property Improvement Tax Increment Grant be approved.

Planning Act Matters:

N/A

Approvals:

Name	Title
James Abbs	Manager, Land Info & Special Projects (A)
Jason Campigotto	Deputy City Planner – Growth (A)
Emilie Dunnigan	Manager Development Revenue & Financial Administration
Lorie Gregg	Deputy Treasurer, Taxation, Treasury & Financial Projects
Kate Tracey	Senior Legal Counsel, Legal & Real Estate
Neil Robertson	City Planner
Jelena Payne	Deputy CAO/Commissioner, Economic Development
Dan Seguin	ON behalf of the Commissioner, Finance and City Treasurer
Ray Mensour	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

1 Appendix A - Location Map
2 Appendix B - Proposed Facade Improvements
3 Appendix C - Current Photograph
4 Appendix D - Preliminary Floor Plan



LOCATION MAP : 423-437 OUELLETTE AVENUE

SUBJECT PROPERTY

0 5 10 20 30 Meters

429 Ouellette Ave – Material Specification

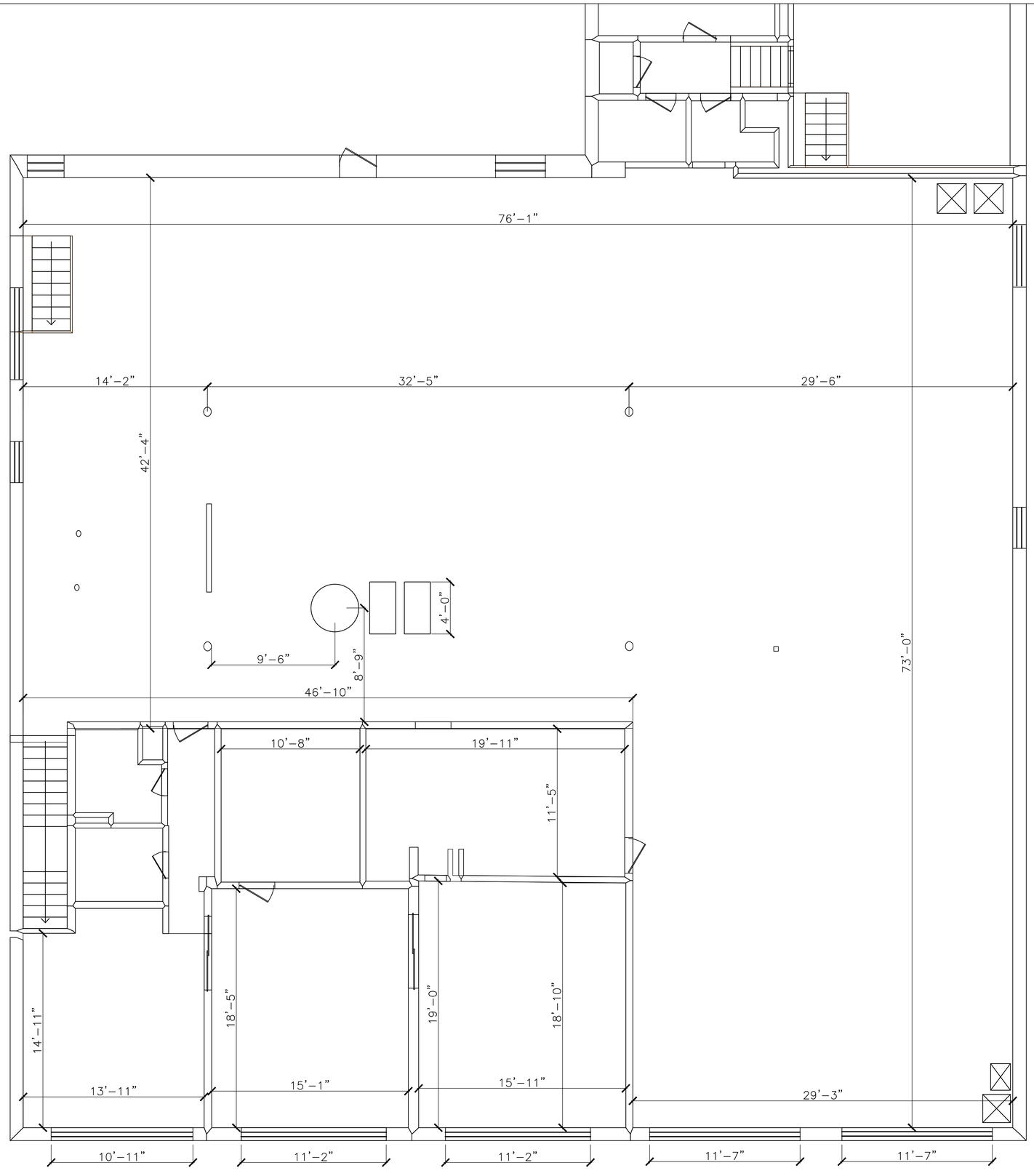
Proposal Photo:



429 Ouellette Ave – Material Specification

Reference #	Product Photo	Product Name	Product Colour	Application
1		Lockboard Board & Batten Panel	Bright White QC28783	Re-clad 2nd floor exterior
2		Lockboard Board & Batten Panel	Black QC28262	Re-clad transition between 1st and 2nd floor
3		BEHR Masonry, Stucco & Brick Paint	Flat, Deep Base	Paint all existing brick, aluminum, etc. on 1st floor exterior


YOUSSEF



VIJAY
VASANTGADKAR
ARCHITECT INC.

1614 LESPERANCE ROAD,
SUITE #8A TECUMSEH, ONT.
N8N 1Y3
Tel. (519) 988-1858

APR 12/24	REVIEW
DATE	ISSUED FOR

A. DETAIL NO.
B. LOCATION SHEET
C. DETAILED ON

- ALL DIMENSIONS TO BE CHECKED AND VERIFIED ON THE JOB SITE.
- ANY AND ALL DISCREPANCIES TO BE REPORTED TO THE ARCH. / ENGINEER.
- ALL DRAWINGS REMAIN THE PROPERTY OF THE ARCHITECT.
- DO NOT SCALE DRAWINGS.

PROJECT NAME AND LOCATION:

PROPOSED DWELLING UNITS AT
429 OUELLETTE AVE
WINDSOR ON

CLIENT:

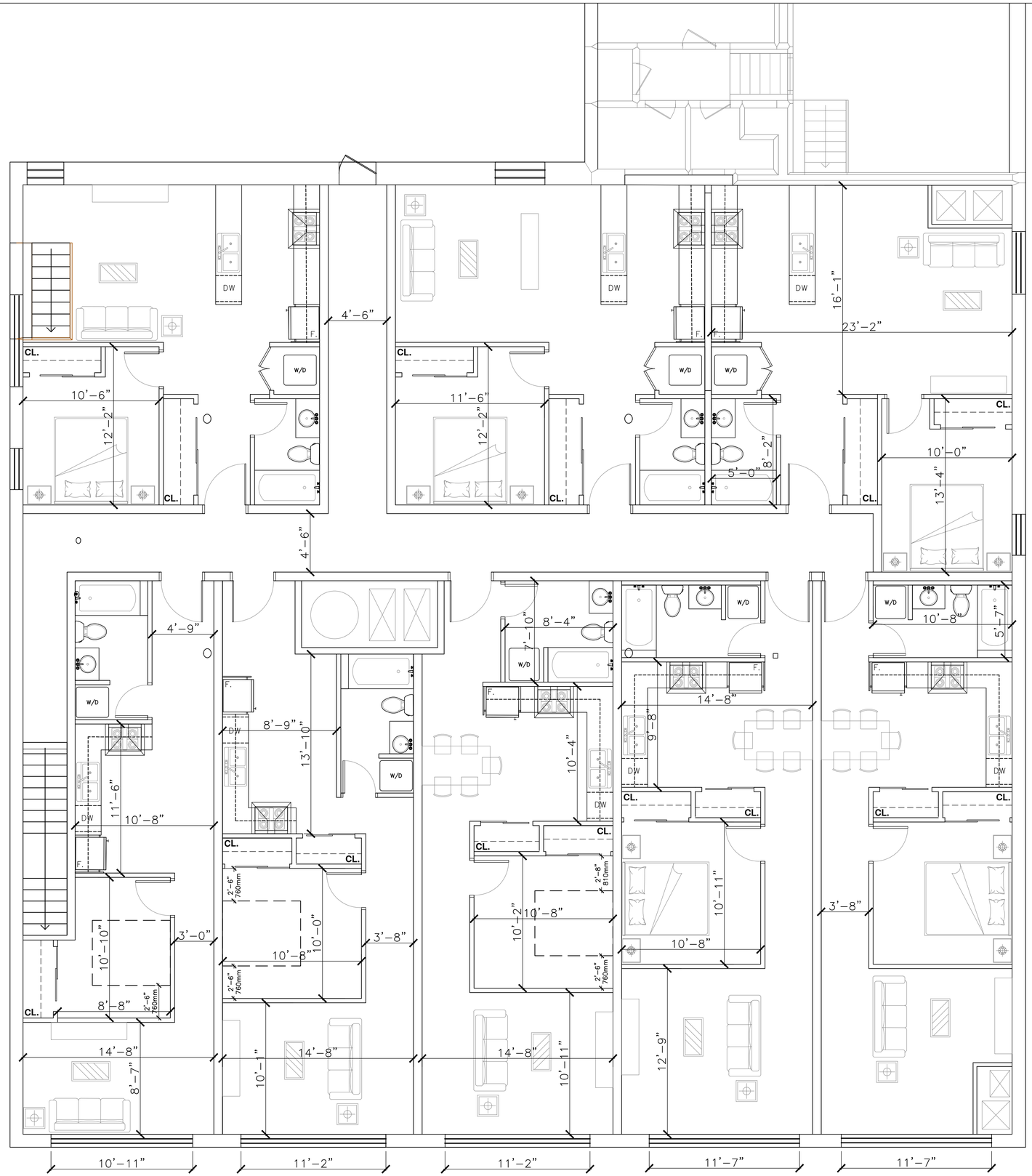
DRAWING

EXISTING FLOOR PLAN

PROJECT NUMBER	2417
SCALE:	AS DRAWN
DATE:	APRIL 2024
DRAWN BY	A.R.
CHECKED BY	V.V.

DRAWING NO.

A-1



VIJAY
VASANTGADKAR
ARCHITECT INC.

1614 LESPERANCE ROAD,
SUITE #8A TECUMSEH, ONT.
N8N 1Y3
Tel. (519) 988–1858

APR 12/24	REVIEW
DATE	ISSUED FOR

A. DETAIL NO.
B. LOCATION SHEET
C. DETAILED ON

- ALL DIMENSIONS TO BE CHECKED AND VERIFIED ON THE JOB SITE.
- ANY AND ALL DISCREPANCIES TO BE REPORTED TO THE ARCH. / ENGINEER.
- ALL DRAWINGS REMAIN THE PROPERTY OF THE ARCHITECT.
- DO NOT SCALE DRAWINGS.

PROJECT NAME AND LOCATION:

PROPOSED DWELLING UNITS AT
429 OUELLETTE AVE
WINDSOR ON

CLIENT:

DRAWING

PROPOSED FLOOR PLAN

PROJECT NUMBER	2417
SCALE:	AS DRAWN
DATE:	APRIL 2024
DRAWN BY	A.R.
CHECKED BY	V.V.

DRAWING NO.

A-2

THE CITY OF WINDSOR ONTARIO, CANADA

Council Report: S 70/2025

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:

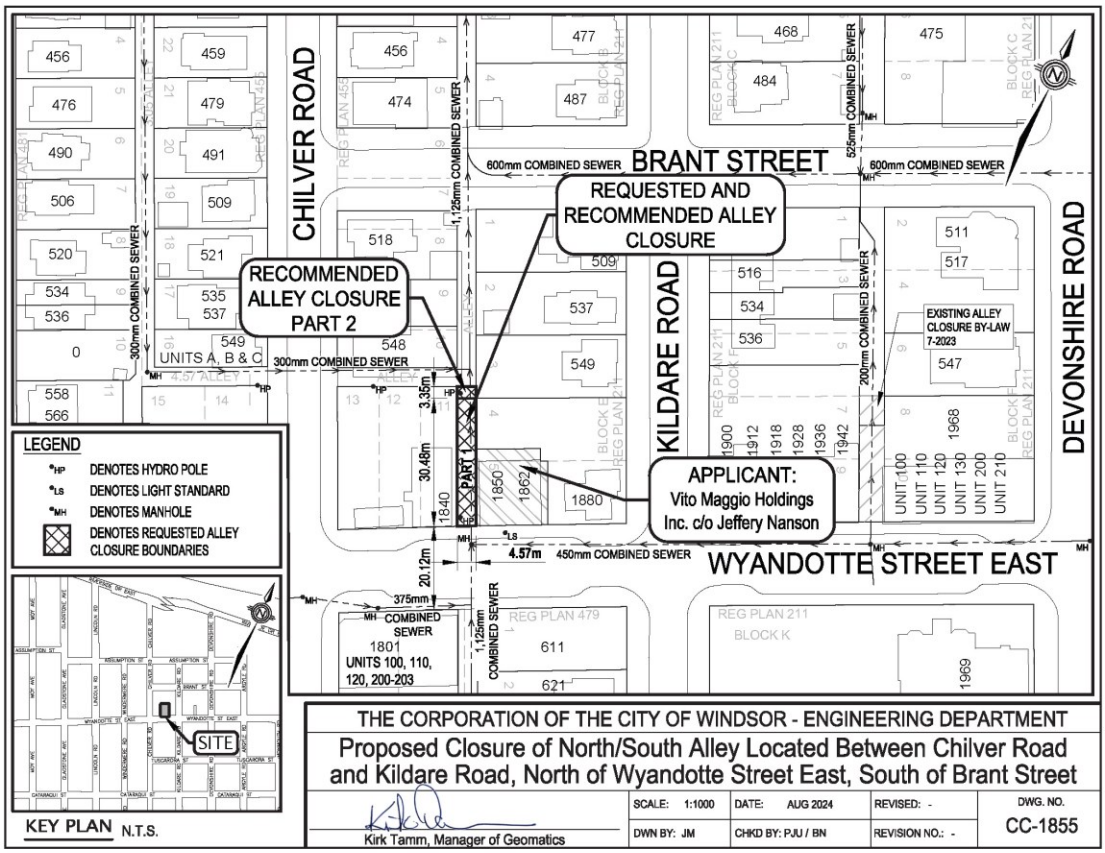
1. The alleys serve as the only vehicular means of access to rear parking areas and garages where the property has insufficient lot width for a side drive.

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:

Name	Title
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

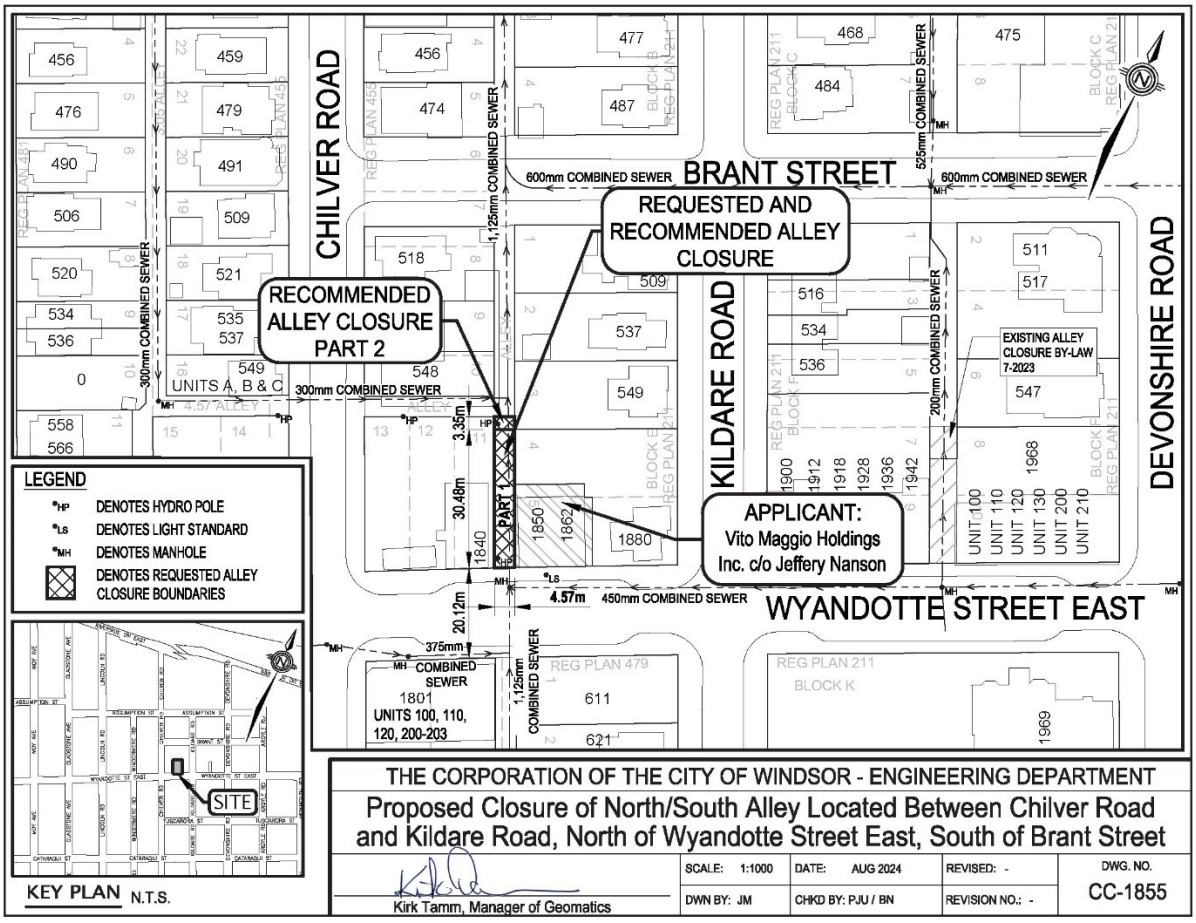
Notifications:

Name	Address	Email

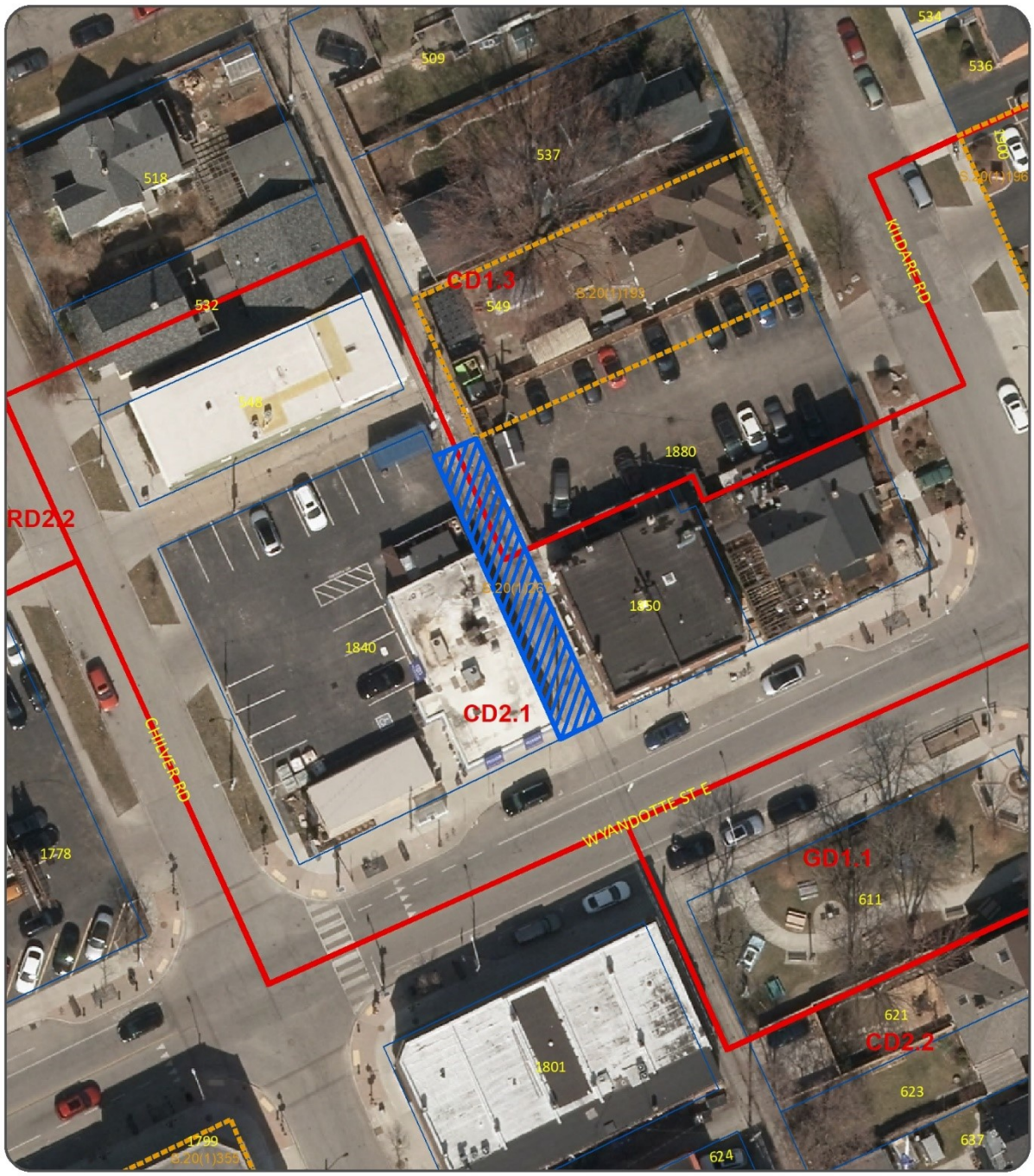
Appendices:

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:

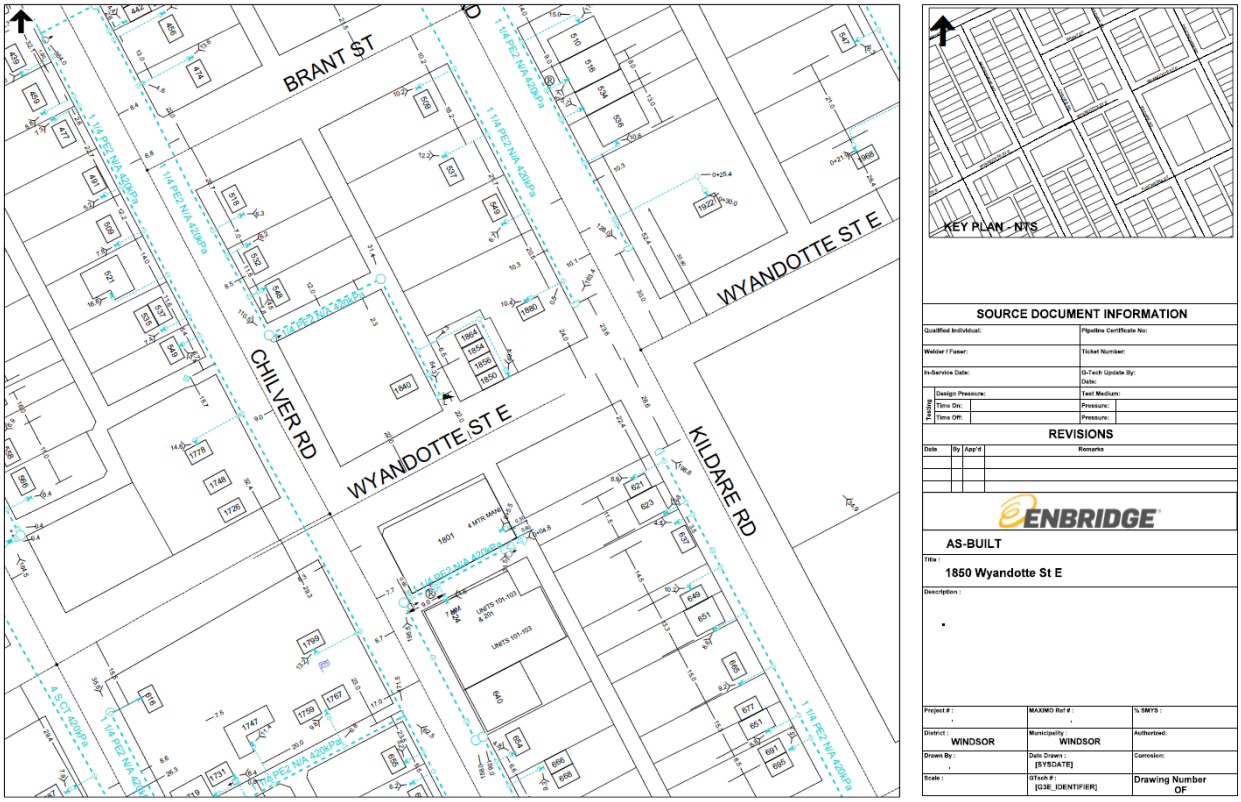
1. The shown piping locations are approximate and for information purposes only
2. The drawings are not to scale
3. This drawing does not replace field locates. Please contact Ontario One Call for onsite locates prior to excavating, digging, etc.

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 1st, 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)

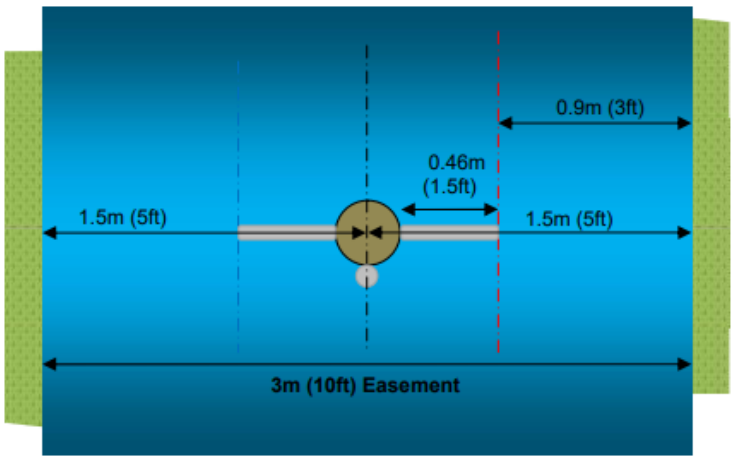
No objection provided existing ENWIN infrastructure and anchors are not impacted.

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) or Kristina Tang (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 of 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)

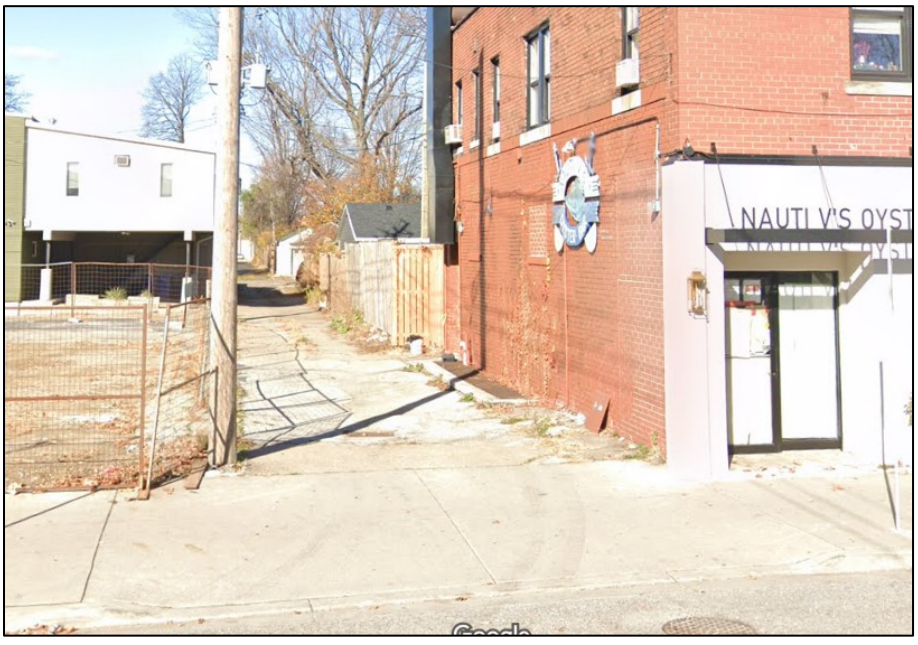


Figure 2 - Looking north towards alley from Wyandotte St E (1850 Wyandotte St E on right)

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: Additional Information Memo to Council Report No. S 70/2025

Reference:

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

Planning & Building Services
Report Date: August 20, 2025
Clerk's File #: SAA2025

To: Mayor and Members of City Council

Additional Information:

Council at its July 14, 2025, meeting considered and approved Council Report No. S 70/2025 concerning the closure and conveyance of the 33.83 metre southerly portion of the 4.57-metre-wide north/south alley located between Brant Street and Wyandotte Street East (the "Subject Alley") to the applicant, Vito Maggio Holdings Inc., owner of the abutting properties known municipally as 549 Kildare Road, 1850 & 1862 Wyandotte Street East and 1880 Wyandotte Street East, to facilitate the construction of a patio for the restaurant at 1850 Wyandotte Street

On August 8, 2025, the owner of the abutting property, 1840 Wyandotte Street East, submitted a formal objection to the closure of the Subject Alley via email. The owner claimed that they did not receive the Notice of Application or Notice of Public Meeting, as the reason for not submitting a formal objection before Council approved the closure of the Subject Alley.

The Planning Department confirmed that a **Notice of Application** was issued to property owners abutting the alley on September 10, 2024, via regular mail. This Notice of Application advises abutting property owners that *"You will receive further notification of the date, time, and location of this public meeting from the Council Services Department, along with a copy of the report being submitted and instructions on being listed as a delegation to this meeting if you choose."*

The Planning Department has since confirmed with Council Services that a **Notice of Public Meeting** was not issued to the owner of 1840 Wyandotte Street East, due to a clerical error.

The subject report has been placed on the Development and Heritage Standing Committee agenda because of this new information and to allow the owner of 1840 Wyandotte Street East to speak to the matter.

In response to the abutting owner's objections, the Planning Department offers the following:

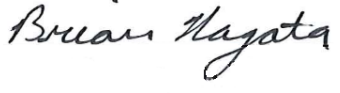
- The property at 1840 Wyandotte Street East is currently vacant following a fire in 2022 and no development plans have been submitted to the City of Windsor Planning Department.
- The property at 1840 Wyandotte Street East has opportunity for alley access from the east/west alley that runs along the northern property line and access off Chilver Road along the western property line.

The Planning Department was further advised that the owner of 1840 Wyandotte Street East is now requesting that the Council Decision (CR286/2025) be amended to allow them to purchase the west half of the Subject Alley. The applicant of the alley closure, Vito Maggio Holdings Inc., has indicated that their proposed use of the Subject Alley is for outdoor dining for the restaurant at 1850 Wyandotte Street East, therefore have asked to purchase the entire width of the Subject Alley. The western portion of the Subject Alley contains utility poles with overhead hydro and utility lines. EnWin Utilities Ltd. has requested a 3.0 metre wide easement (measured 1.5 metres from each side of the overhead hydro lines) that would prohibit any buildings or structures within the western portion of the alley. Subsection 3.1.19. Above Ground Electrical Conductors of the Ontario Building Code requires a building to be setback a minimum of 3.0 to 5.0 metres from either side of the overhead hydro lines, depending on the voltage of the lines. This means that any new building or structure at 1840 Wyandotte Street East will need to be setback at least 3.0 metres from the Subject Alley to comply with the Ontario Building Code regulation.

The Planning Department has reviewed the abutting owner's objections and request to purchase half the alley. The Planning Department is not recommending any changes to CR286/2025. Although it is our practice to offer half the width of alleys to all affected abutting owners, the Street and Alley Closing Policy does not require same. In this instance and for the reasons outlined above, we are conveying the full width of the Subject Alley in a manner deemed appropriate by the City Planner, as called for in CR286/2025.

CR286/2025 approved the closure and conveyance of the Subject Alley to Vito Maggio Holdings Inc. conditionally on their payment of the full survey cost. Typically the City pays the survey cost upfront and then the cost is divided up between the abutting land owners. In this case, as a sole party is receiving the entire closed alley, the full cost of the survey is to be invoiced to the applicant Vito Maggio Holdings Inc., which he had agreed to. The survey has been completed and the invoice will be sent to the applicant.

Municipal Act Matters:



Brian Nagata, MCIP, RPP
Planner III - Development (A)

I concur with the above comments and opinion of the Registered Professional Planner.

Laura Diotte, MCIP, RPP
Deputy City Planner - Development (A)

Neil Robertson, MCIP, RPP
City Planner

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

JP *RM*

Approvals:

Name	Title
Brian Nagata	Planner III - Development Review (A)
Laura Diotte	Deputy City Planner - Development (A)
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 Administrative Officer

Notifications:

N/A

Appendices:

N/A