

Development & Heritage Standing Committee Meeting Agenda

Date: Monday, October 6, 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
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3.	REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS
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4.	COMMUNICATIONS
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5.	ADOPTION OF THE <i>PLANNING ACT</i> MINUTES
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5.1.	Adoption of the Development & Heritage Standing Committee minutes (<i>Planning Act</i>) of its meeting held September 2, 2025 (SCM 288/2025)
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6.	PRESENTATION DELEGATIONS (<i>PLANNING ACT</i> MATTERS)
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7.	<i>PLANNING ACT</i> MATTERS
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7.1.	ZBA Application - 475 Cabana Road West - Z 012-2025 [ZNG/7306] - Ward 1 (S 103/2025)
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7.2.	ZBA Application - 619 Cabana Rd W - Z013-2025 [ZNG/7307] - Ward 1 (C 108/2025)
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7.3.	Rezoning Application - 4325-4445 Cabana Rd E - Z-018/25 ZNG/7315 - Ward 9 (S 109/2025)
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8. **ADOPTION OF THE MINUTES**
9. **PRESENTATIONS AND DELEGATIONS (COMMITTEE ADMINISTRATIVE MATTERS)**
10. ***HERITAGE ACT* MATTERS**
11. **ADMINISTRATIVE ITEMS**
 - 11.1. Joy Road Sanitary Sewer - Oversizing - Ward 10 (**S 117/2025**)
 - 11.2. Part Closure of east/west alley located between Seventh Street and Eighth Street, SAA-7320 - Ward 1 (**S 115/2025**)
12. **COMMITTEE MATTERS**
 - 12.1. Minutes of the International Relations Committee of its meeting held September 5, 2025 (**SCM 293/2025**)
 - 12.2. Report No. 59 of the International Relations Committee (**SCM 297/2025**)
13. **QUESTION PERIOD**
14. **ADJOURNMENT**



Committee Matters: SCM 288/2025

**Subject: Adoption of the Development & Heritage Standing Committee minutes
(*Planning Act*) of its meeting held September 2, 2025**

Development & Heritage Standing Committee Meeting

Date: Tuesday, September 2, 2025

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

Members Present:

Councillors

Ward 1 - Councillor Fred Francis

Ward 4 - Councillor Mark McKenzie

Ward 7 - Councillor Angelo Marignani

Ward 9 - Councillor Kieran McKenzie

Ward 10 - Councillor Jim Morrison (Chairperson)

Members

Member Anthony Arbour

Member Joseph Fratangeli

Member Robert Polewski

Member Khassan Saka

Member William Tape

Members Regrets

Member Daniel Grenier

Member John Miller

Member Charles Pidgeon

PARTICIPATING VIA VIDEO CONFERENCE ARE THE FOLLOWING FROM ADMINISTRATION:

Sandra Gebauer, Council Assistant

ALSO PARTICIPATING IN COUNCIL CHAMBERS ARE THE FOLLOWING FROM ADMINISTRATION:

Jelena Payne, Deputy Chief Administrative Officer / Commissioner, Economic Development

Neil Robertson, City Planner

Greg Atkinson, Deputy City Planner – Development

Jason Campigotto, Deputy City Planner – Growth

Aaron Farough, Senior Legal Counsel

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Sahar Jamshidi, Manager, Road Safety
Patrick Winters, Manager, Development
Laura Diotte, Manager, Planning
Emilie Dunnigan, Manager Development Revenue & Financial Administration
Elara Mehrilou, Supervisor, Corridor Maintenance
Brian Nagata, Planner III – Development
Justina Nwaesei, Planner III – Development
Tracy Tang, Planner III – Heritage
Simona Simion, Planner III – Economic Development
Natasha McMullin, Clerk Steno Senior
Anna Ciacelli, Deputy City Clerk

Delegations—participating via video conference

Item 7.2 & 7.4 - Tracey Pillon-Abbs, Principal Planner, Pillon Abbs Inc.
Item 11.5 - Dawne Martens, Property Manager, 2424718 Ontario Limited
Item 11.6 - Patrick Clark, CLP Law, Agent on behalf of 1912944 Ontario Ltd.

Delegations—participating in person

Item 7.1 - Jerry Kavanaugh, Agent for the Applicant & Senior Directing Partner, Architectural Design Associates Inc.
Item 7.3 - Hal Kersey, President, HRK Realty Services Ltd. Agent for the Applicant, Claudio Martini, Executive Vice President, Sterling Ridge Group, and Alawi Altahhan, Director Project Management, Quality Assurance & Document Control, Sterling Ridge Group
Item 11.6 - Jeffrey Nanson, Mousseau, Deluca, McPherson, Prince LLP, on behalf of the Applicant Vito Maggio Holdings Inc.
Item 11.6 - Elizabeth Fisk, Area Resident
Item 11.6 - Kevin Kavanaugh, Kinart, Inc.

1. CALL TO ORDER

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

2. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

None disclosed.

3. REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS

None requested.

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4. COMMUNICATIONS

None presented.

8. ADOPTION OF THE MINUTES

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

Moved by: Member William Tape

Seconded by: Member Joseph Fratangeli

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

Carried.

Report Number: SCM 215/2025

8.2. Adoption of the Development & Heritage Standing Committee minutes of its meeting held August 5, 2025

Moved by: Councillor Fred Francis

Seconded by: Councillor Angelo Marignani

THAT the minutes of the Development & Heritage Standing Committee meeting held August 5, 2025 **BE ADOPTED** as presented.

Carried.

Report Number: 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

Councillor Mark McKenzie inquires as to why consulting services would be hired in this instance, and if the consultations could be done in-house instead. Tracy Tang, Planner III – Heritage (Acting) appears before the Development and Heritage Standing Committee regarding the administrative report dated August 8, 2025, entitled “Request to Extend MRLA's Consulting Services to Stage 2 of the Walkerville HCD - Ward 4” and replies that Stage Two of the project will require public open

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houses, and the creation of the policy document and urban design guidelines, all of which would benefit from the consultants' experience.

Member William Tape inquires whether consulting elements could be priced out differently to ensure optimum pricing. Ms. Tang replies that Stage One of the project could not fully predict what would be necessary for Stage Two, which is why each stage was packaged and priced individually.

Moved by: Councillor Fred Francis

Seconded by: Councillor Angelo Marignani

Decision Number: **DHSC 763**

- 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.

Carried.

Report Number: S 104/2025

Clerk's File: MBA/1700

There being no further business the meeting of the Development & Heritage Standing Committee (*Heritage Act* Matters) portion is adjourned at 4:38 o'clock p.m.

The Chairperson calls the *Planning Act* Matters portion of the Development & Heritage Standing Committee meeting to order at 4:40 o'clock p.m.

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

Moved by: Councillor Kieran McKenzie

Seconded by: Councillor Mark McKenzie

THAT the *Planning Act* minutes of the Development & Heritage Standing Committee meeting held August 5, 2025 **BE ADOPTED** as presented.

Carried.

Report Number: SCM 258/2025

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6. PRESENTATION DELEGATIONS (*PLANNING ACT MATTERS*)

See items 7.1 through 7.4

7. *PLANNING ACT MATTERS*

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

Moved by: Councillor Kieran McKenzie

Seconded by: Councillor Fred Francis

Decision Number: **DHSC 759**

- 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 m², a *minimum* of 102 *parking spaces* shall be provided.

[ZDM 15; ZNG/7310]; and,

- 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; and,
- 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.

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- 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; and,

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.

Carried.

Report Number: S 98/2025

Clerk's File: ZB/15010

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

Moved by: Councillor Mark McKenzie

Seconded by: Councillor Angelo Marignani

Decision Number: **DHSC 760**

- 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 m².

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

- 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).

Carried.

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Report Number: S 99/2025

Clerk's File: ZB/15011

7.3. ZBA Application for 0 Salter Avenue, Z-009/25 [ZNG-7298], Ward 3

Moved by: Councillor Kieran McKenzie

Seconded by: Councillor Mark McKenzie

Decision Number: **DHSC 761**

- 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]; and,

- 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).

Carried.

Report Number: S 100/2025

Clerk's File: ZB/15012

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

Moved by: Councillor Angelo Marignani

Seconded by: Member Anthony Arbour

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Decision Number: **DHSC 762**

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.

Carried.

Report Number: S 97/2025

Clerk's File: ZP/15007

There being no further business the meeting of the Development & Heritage Standing Committee (*Heritage Act* Matters) portion is adjourned at 4:58 o'clock p.m.

The Chairperson calls the Administrative Items portion of the Development & Heritage Standing Committee meeting to order at 4:58 o'clock p.m.

11. ADMINISTRATIVE ITEMS

11.5. Downtown CIP - 423-437 Ouellette Ave - Ward 3

Dawne Martens, Property Manager, 2424718 Ontario Limited

Dawne Martens, Property Manager, 2424718 Ontario Limited, appears before the Development and Heritage Standing Committee regarding the administrative report dated August 1, 2025, entitled "Downtown CIP – 423-437 Ouellette Ave – Ward 3", and is available for questions.

Moved by: Councillor Mark McKenzie

Seconded by: Councillor Fred Francis

Decision Number: **DHSC 768**

- 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

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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; and,

- 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; and,
- 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.

Carried.

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Report Number: S 102/2025
Clerk's File: Z/15021

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

Jeffrey Nanson, Mousseau, Deluca, McPherson, Prince LLP, on behalf of Applicant Vito Maggio Holdings Inc.

Jeffrey Nanson, Mousseau, Deluca, McPherson, Prince LLP, on behalf of Applicant Vito Maggio Holdings Inc., appears before the Development and Heritage Standing Committee regarding the administrative report dated May 8, 2025, entitled "Part Closure of north/south alley located between Brant Street and Wyandotte Street East, Ward 4" to explain his client's position and expresses his concern regarding this matter being brought to committee again; and concludes by indicating that his client has already begun the process of amending the property in question.

Patrick Clark, CLP Law, Agent on behalf of 1912944 Ontario Ltd.

Patrick Clark, CLP Law, Agent on behalf of 1912944 Ontario Ltd., appears before the Development and Heritage Standing Committee regarding the administrative report dated May 8, 2025, entitled "Part Closure of north/south alley located between Brant Street and Wyandotte Street East, Ward 4" speaking on behalf of his client, the owner of the neighbouring property abutting the alley, and indicates that his client and other neighbouring property owners did not receive proper notice of the alley closure and were not given the opportunity to make their objections known, nor was his client given the option to purchase part of the alley abutting her property.

Elizabeth Fisk, Area Resident

Elizabeth Fisk, Area Resident, appears before the Development and Heritage Standing Committee regarding the administrative report dated May 8, 2025, entitled "Part Closure of north/south alley located between Brant Street and Wyandotte Street East, Ward 4", representing herself and other area residents to express their opposition to the alley closure. She states that area residents were not notified of the proposed closure anytime in the many months that it had been under consideration. Neighbours' concerns include access to their properties, reduced access for deliveries and emergency vehicles, noise, and rodents from garbage; and conclude by requesting that the decision to close the alley be reconsidered.

Kevin Kavanaugh, Kinart, Inc.

Kevin Kavanaugh, Kinart, Inc., appears before the Development and Heritage Standing Committee regarding the administrative report dated May 8, 2025, entitled "Part Closure of north/south alley located between Brant Street and Wyandotte Street East, Ward 4" to express his concerns as a neighbouring property owner; and concludes by indicating that the proposed closure will create a sharp angle at the end of the alley which will make it difficult for residents' vehicles or emergency vehicles to access properties.

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Councillor Mark McKenzie asks Kevin Kavanaugh if the Walkerville BIA is aware of residents' concerns regarding the property owner requesting the alley closure. Mr. Kavanaugh replies that neighbouring property owners have complained to by-law enforcement about the property's garbage bins and fencing obstructing the right-of-way.

Councillor Mark McKenzie asks Elizabeth Fisk to elaborate on her concerns. Ms. Fisk feels that the closure of the throughway to Wyandotte Street will create more foot traffic in the alley directly abutting her property, with increased noise, garbage, and potential for property damage. She also feels changing the alley structure is not consistent with the Walkerville Heritage District designation.

Councillor Mark McKenzie asks Jeffrey Nanson if his client has considered how garbage pickup and deliveries will be handled with part of the alley closed. Mr. Nanson states that his client's intention is to make the area cleaner and safer by closing off the garbage and delivery area so the fencing will no longer obstruct the right-of-way. His client feels that the patio will decrease foot traffic in the alley as there will no longer be a throughway to Wyandotte Street.

Councillor Kieran McKenzie asks Patrick Clark what his client intends to do with the property should she be permitted to purchase her half of the alley in question. Mr. Clark replies that his client is in the planning process of rebuilding on the property, as the previous building was destroyed by fire. Councillor Kieran McKenzie points out that there is a hydro pole on her property line that could inhibit Mr. Clark's client's plans unless it is relocated.

Councillor Angelo Marignani asks Jeffrey Nanson for clarification on his client's plan for garbage disposal, especially considering residents' concerns about rodents in the alley and on their properties. Mr. Nanson replies that his client is more than willing to work with the Committee and Council to ensure that garbage pickup and garbage storage will be handled to their satisfaction.

Councillor Mark McKenzie inquires whether garbage pickup for the property could be moved to the front of the building rather than off the alley/parking lot. Administration indicates that garbage pickup will eventually be moved to the front of the building in BIA's.

Councillor Kieran McKenzie asks Administration to explain why the neighbouring properties were not notified about the prior meetings where this subject was discussed. Neil Robertson, City Planner, appears before the Development and Heritage Standing Committee regarding the administrative report dated May 8, 2025, entitled "Part Closure of north/south alley located between Brant Street and Wyandotte Street East, Ward 4" to explain that it was a clerical error and the public notifications were not carried over into the report.

Councillor Kieran McKenzie then asks a question about procedure, since this matter had already been decided by Council. He asks what would happen should the Committee recommend changing the decision. Neil Robertson replies that after consulting with the City Clerk, the neighbours' concerns were considered new information and would need to be brought back to Committee.

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Councillor Kieran McKenzie asks if this exposes the city to legal risk. Aaron Farough, Senior Legal Council, appears before the Development and Heritage Standing Committee regarding the administrative report dated May 8, 2025, entitled “Part Closure of north/south alley located between Brant Street and Wyandotte Street East, Ward 4” to explain that because there has not yet been a by-law passed to close the alley in question, there is still leeway to revisit the decision.

Councillor Kieran McKenzie asks Administration about the hydro pole located on the west side of the alley, abutting the neighbouring property owner’s lot. He believes that the location of the pole limits the property owner’s ability to build up to, or extend onto the alley in question, should she be allowed to purchase half of it. Brian Nagata, Planner III – Development, appears before the Development and Heritage Standing Committee regarding the administrative report dated May 8, 2025, entitled “Part Closure of north/south alley located between Brant Street and Wyandotte Street East, Ward 4” and indicates that the Ontario Building Code requires a minimum of 3 to 5 meters of set back between a hydro pole and a building, depending on the voltage of the lines.

Councillor Kieran McKenzie asks how wide the alley is, and Mr. Nagata replies it is approximately 4.27 meters wide. Councillor Kieran McKenzie asks if there is enough space for the proponent to build the patio considering the proximity to the hydro pole. Mr. Nagata replies that only buildings and structures are subject to the 3 to 5 meter set back.

Councillor Angelo Marignani asks about alley access for emergency vehicles, and if the proposed closure of one end of the alley would be a concern. Mr. Nagata replies that he would have to get confirmation from Fire Services.

Councillor Angelo Marignani asks about a similar scenario down the street from the proponent’s location, where an alley was closed to allow for a patio. Mr. Nagata replies that in that situation, the alley closure was granted on condition of an easement, and with the understanding that the patio may have to be moved to allow for work on the sewer lines beneath it.

Councillor Angelo Marignani asks if any restrictions were put on the patio structure to allow for access to hydro lines above. Mr. Nagata replies that a blanket easement was likely a condition to allow for utility access, but he would have to check the report to verify.

Councillor Angelo Marignani inquires about the property abutting the alley in question that was destroyed in a fire. He asks to confirm if a new build on that property would no longer be grandfathered to allow construction up to the hydro pole. Brian Nagata confirms this is correct, and any new build would now be subject to the 3 to 5 meter set back.

Councillor Fred Francis asks Administration if the new information received today would change the recommendation of the report. Mr. Robertson replies that the recommendation brought forward today takes this new information into account.

Councillor Fred Francis inquires as to why the recommendation would be the same after these concerns were presented. Mr. Robertson explains that the viability of the adjacent property was examined. The recommendation does not impede the redevelopment of that site in any way, and

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Building Code requirements would in fact push any new build further away from the alley in question.

Councillor Fred Francis then asks, should the recommendation move forward, and the patio be built, what recourse do the neighbouring residents have should their concerns prove true or grow worse in addition to how the city could address these concerns at that point, with respect to by-law, licensing, or enforcement. Mr. Robertson replies that any or all of the mentioned avenues could be pursued should neighbours choose.

Councillor Angelo Marignani asks Administration to address the fact that residents in the area were not notified of the original meeting. Mr. Nagata replies that the Notice of Application was distributed, but the notification of the DHSC meeting was not. Mr. Robertson adds that steps are being taken to prevent a similar occurrence from happening again.

Councillor Marignani requests that the Clerk's Office speak to the matter. Anna Ciacelli, Deputy City Clerk, appears before the Development and Heritage Standing Committee regarding the administrative report dated May 8, 2025, entitled "Part Closure of north/south alley located between Brant Street and Wyandotte Street East, Ward 4" and explains the process of notification and the clerk's office intention to review current notification procedures including what information can be published on reports in line with Privacy Concerns, moving forward, a new system will be put in place to allow for checks and balances when reports are received to ensure such oversights do not happen in the future.

Moved by: Councillor Mark McKenzie

Seconded by: Councillor Fred Francis

Decision Number: **DHSC 769** CR286/2025 DHSC 744

- 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; and,
- 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;

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- 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; and,
- 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); and,
- IV. That The City Planner **BE REQUESTED** to supply the appropriate legal description, in accordance with Drawing No. CC-1855; and,
- V. That The City Solicitor **BE REQUESTED** to prepare the necessary by-law(s); and,
- VI. That The Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign all necessary documents approved as to form and content satisfactory to the City Solicitor; and,
- VII. That the matter **BE COMPLETED** electronically pursuant to By-law Number 366-2003.
Carried.
Councillor Angelo Marignani voting nay.

Report Number: SCM 190/2025, S 70/2025, AI 16/2025 & AI 21/2025
Clerk's File: SAA2025

11.1. Response to CQ 28-2024 – Downtown Residential Parking Requirements

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

Decision Number: **DHSC 764**

THAT the report of the Senior Planner – Development dated May 28, 2025 entitled “Response to CQ 28-2024 – Downtown Residential Parking Requirements” **BE RECEIVED** for information.
Carried.

Report Number: C 85/2025
Clerk's File: ST2025

11.2. Brownfield CIP Application - 844 Bridge Ave - Ward 2

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

Minutes

Development & Heritage Standing Committee Tuesday, September 2, 2025

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Decision Number: **DHSC 765**

- 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; and,
- 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; and,
- 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; and,
- 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.

Carried.

Report Number: S 94/2025

Clerk's File: Z/15019

11.3. Demolition Application subject to Demolition Control - 1968 George Ave - Ward 5

Moved by: Councillor Fred Francis

Seconded by: Councillor Mark McKenzie

Decision Number: **DHSC 766**

- 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,

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Development & Heritage Standing Committee Tuesday, September 2, 2025

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- 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.

Carried.

Report Number: S 95/2025

Clerk's File: SW2025

11.4. Downtown CIP - 257 Wyandotte St E - Ward 3

Moved by: Councillor Mark McKenzie

Seconded by: Councillor Angelo Marignani

Decision Number: **DHSC 767**

- 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,

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- 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; and,
- 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; and,
- VIII. THAT any unused portion of the CIP grants **BE RETURNED** to the CIP Reserve Fund 226. Carried.

Report Number: S 101/2025
Clerk's File: Z/15020

12. COMMITTEE MATTERS

None presented.

13. QUESTION PERIOD

None registered.

14. ADJOURNMENT

There being no further business the meeting of the Development & Heritage Standing Committee (Administrative Items) is adjourned at 5:59 o'clock p.m. The next meeting of the Development & Heritage Standing Committee will be held on October 6, 2025.
Carried.

Ward 10 – Councillor Jim Morrison
(Chairperson)

Deputy City Clerk / Supervisor of
Council Services

**Subject: ZBA Application - 475 Cabana Road West – Z 012-2025
[ZNG/7306] - Ward 1**

Reference:

Date to Council: October 6, 2025
Author: Frank Garardo, MCIP, RPP
Planner III – Policy & Special Studies
(519) 255-6543 x 6446
fgarardo@citywindsor.ca
Planning and Building Services

Report Date: 8/6/2025
Clerk's File #: ZB/15009

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:
 - x. **SOUTH SIDE OF CABANA ROAD WEST, WEST OF DOUGALL AVENUE**

For the lands comprising Part Lot 3, Registered Plan 1478, a *Townhome Dwelling* shall be an additional permitted *main use* and shall be subject to the following additional provisions:

- a) For this provision a Townhome Dwelling means one *dwelling* vertically divided into a row of a maximum of three dwelling units attached by common interior walls, each wall having a *minimum* area above *grade* of 10.0 sq. m., and may include, where permitted by Section 5.99.80, additional *dwelling units*.
- b) *Lot Width: minimum* 20.0 m
- c) *Lot Width: minimum per townhome dwelling* 5.0 m
- d) *Lot Area: minimum* 540 m²
- e) *Lot Coverage: maximum* 35.0%
- f) *Building height: maximum* 9.0 m
- g) *Front Yard Depth: minimum / maximum* 6.0 m / 7.0 m
- h) *Rear Yard Depth: Main Building: minimum* 20.0 m
- i) *Side Yard Width: minimum* 1.20 m

- j) In any *required front yard*, a *parking space* is prohibited.
- k) Notwithstanding Section 25.5.20.1.5, the *minimum* parking area separation from a *building* wall in which is located a main pedestrian entrance facing the *parking area* shall be 1.5 m.
- l) Notwithstanding Section 25.5.20.1.6, where a *building* is located on the same *lot* as the *parking area*, for that portion of a *building* wall not containing a *habitable room window* within 4.0 m of the *ground*, the *minimum* parking area separation from that portion of the *building* wall shall be 3.0 m.
- m) A *screening fence* with a *minimum* height of 1.8 m shall be provided along the south *lot line*.
- n) A landscaped area with a minimum width of 2.0 m shall be provided abutting the south *lot line*.
- o) A minimum of 50% of the north exterior wall elevation shall be covered in masonry, brick or any combination thereof. A minimum of 35% of east and west exterior wall elevations shall be covered in masonry, brick or any combination thereof.

[ZDM 9; ZNG/7306]

- II. THAT Zoning By-law 8600 **BE FURTHER AMENDED** by changing the zoning of Part Lot 3, Registered Plan 1478, situated on the south side of Cabana Road West, west of Dougall Avenue, from RD1.4 to RD1.4x(x).
- III. THAT when Site Plan Control is applicable:
 - A. Prior to the submission of an application for site plan approval, at the discretion of the City Planner, Deputy City Planner, or Site Plan Approval Officer:
 - 1. Those documents submitted in support of the application for amendment to the Zoning By-law 8600 **BE UPDATED** to reflect the site plan for which approval is being sought, and any comments from municipal departments and external agencies included in Appendix D.

Executive Summary:

N/A

Background:**Application Information****Municipal Address:** 475-479 Cabana Rd W **Roll Number:** 080-100-11200-0000**Ward:** 1 **Planning District:** Roseland **Zoning District Map:** 9**Applicant/Agent:** Tracey Pillon-Abbs (Pillon-Abbs Inc.)**Owner:** Andi Shallvari**Proposal:**

The applicant requests to amend the current RD1.4 zone to a site-specific zone to permit townhome dwellings on the subject lands. The applicant's proposal identifies two (2) townhome dwellings (1 on each half lot), each containing 6 dwelling units for a total of 12 dwelling units. On-site parking for a total of 15 spaces is proposed to be shared by all buildings and located at the rear of the site. A total of 4 bicycle parking spaces are proposed.

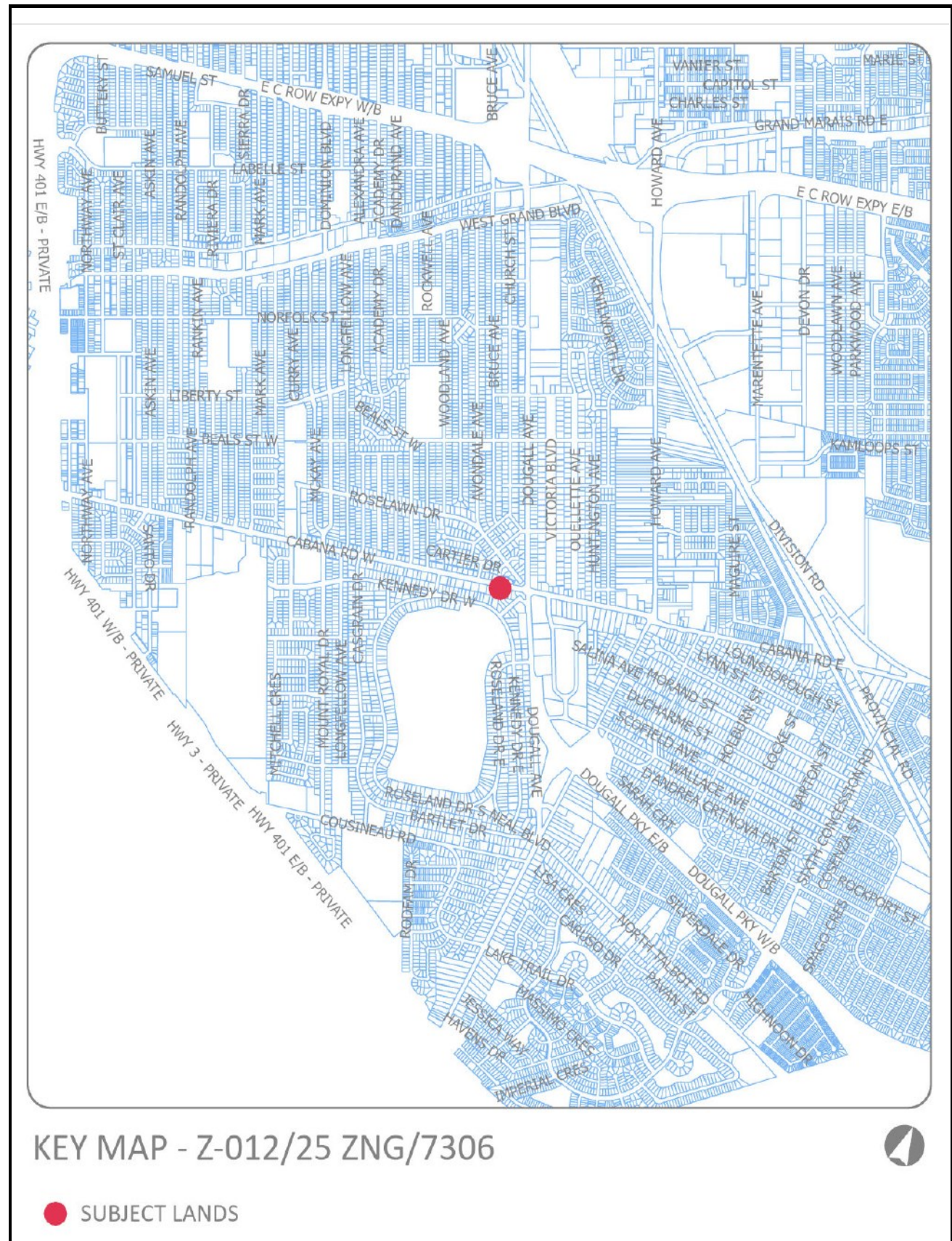
The subject property is vacant. It previously contained a single unit dwelling.

The development as proposed is subject to Site Plan Control. All plans and elevations are conceptual and subject to change.

Site Information

OFFICIAL PLAN	ZONING	CURRENT USE	PREVIOUS USE
Residential	Residential District 1.4 (RD1.4)	Vacant	Residential
LOT WIDTH	LOT DEPTH	LOT AREA	LOT SHAPE
38.7 m	49.48 m	1,914.8m ²	Rectangular
<i>All measurements are provided by the agent and are approximate.</i>			

Figure 1: Key Map



NEIGHBOURHOOD MAP - Z-012/25, ZNG/7306

 SUBJECT LANDS

Neighbourhood:

Section 2.0 in the PRR provides an overview and photos of the site and the surrounding land uses. Appendix B includes site images.

The subject parcel is located in a residential area consisting of low density dwellings. A mix of commercial uses are located along Dougall Ave to the east. There is nearby shopping in the form of plazas and malls, medical facilities, as well as employment, places of worship, and local amenities.

There are several institutional uses nearby including Roseland Public School, Southwood Public School, St. Gabriel Catholic Elementary School and École élémentaire Louise-Charron. Parks and recreational opportunities exist near the subject parcel including Roseland Golf and Curling Club, Capri Pizzeria Recreation Complex, Central Park, Curry Park and Avon Court Park.

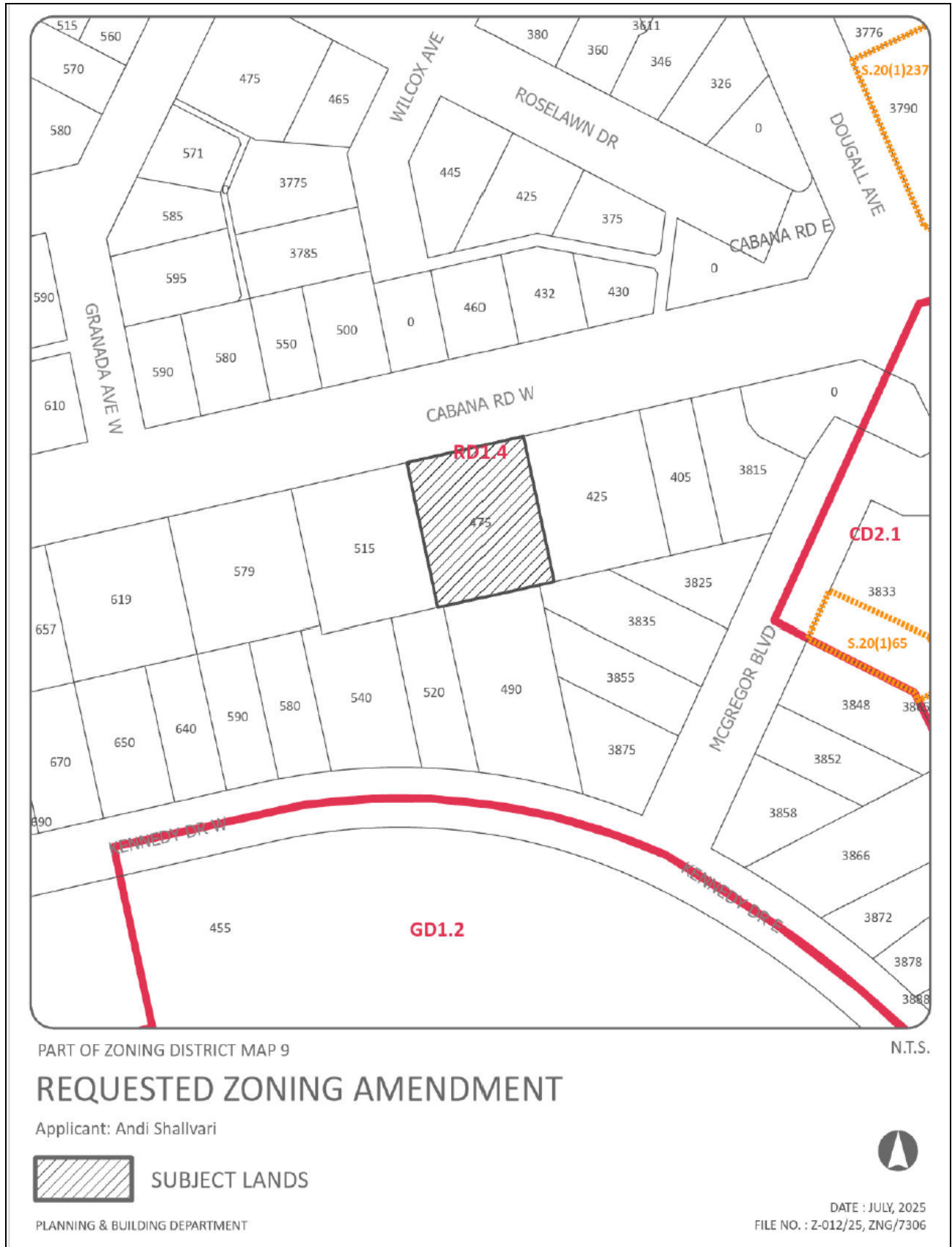
Major institutional uses include the St Clair College campus located to the southwest.

The nearest library is the Windsor Public Library's Budimir Branch 2 km to the north.

Cabana Rd W is classified as a Class I Arterial Road as per *Schedule F: Roads and Bikeways*, with sidewalks on both sides of the street and no on-street parking. Active transportation is available in the form of buffered bike lanes on Cabana Rd W.

Transit Windsor has no objections to this development. The closest existing transit route to this property is with the South Windsor 7. The South Windsor 7 has a peak weekday frequency of 30 minutes. Transit Windsor's 2025 City Council approved service plan has the South Windsor 7 route being replaced by a new secondary route known as Route 240. Route 240 will have a peak weekday frequency of 30 minutes and offer new Sunday service. Route 240 is proposed to be implemented in September 2025. The closest existing bus stop is directly in front of this property providing direct transit access to this development. This will be maintained with Route 240 and Transit Windsor's City Council approved Transit Master Plan.

Figure 3: Subject Parcel – Rezoning



Discussion:

All application materials are available on the City of Windsor website [475-479 Cabana Road West | City of Windsor](#)

Planning Rationale Report (Pillon Abbs Inc. – May 15, 2025)

The Planning Rationale Report (PRR), attached as Appendix C, notes that 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 uses on the Site represent an efficient development pattern that optimizes the use of land”*.

The PRR concludes that *“that the proposed development is consistent with the PPS, conforms with the intent and purpose of the OP and ZBL and represents good planning.”* The Planning Department generally concurs with the PRR.

Functional Servicing Report (Baird AE – April 3/ May 15, 2025)

The Functional Servicing Study Report was reviewed by the City of Windsor Engineering department. Comments have been provided to Baird AE regarding specific design parameters required for the stormwater management plan. In summary there was no objection to the proposed development. (see Appendix D).

Tree Survey and Preservation Plan (Bezaire Partners – February 2025)

The Tree Survey noted that there are five trees in poor condition, ten trees in fair condition and five trees that are in good condition. The Tree Survey recommended keeping all City R.O.W trees and removing fifteen trees in fair, poor and good condition for the proposed development. A landscape plan will be a requirement of Site Plan Control.

Provincial Planning Statement (2024)

The Provincial Planning Statement (PPS) provides direction on matters of provincial interest related to land use planning and development and sets the policy foundation for regulating the development and use of land in Ontario.

Policy 2.2 requires that an *“appropriate range and mix of housing options and densities”* be provided by *“permitting and facilitating...all housing options required to meet the social, health, economic and well-being requirements of current and future residents...and all types of residential intensification ... development and introduction of new housing options within previously developed areas”*.

Policy 2.3.1 provides general policies for settlement areas. Growth should be focused in the settlement area. Land use patterns should be based on the efficient use of land and resources, optimizing existing and planned infrastructure, support active transportation, and be transit supportive.

Policy 2.4.1 provides general policies for Strategic Growth Areas including corridors; *Planning authorities are encouraged to identify and focus growth and development in strategic growth areas.* Planning authorities should: *prioritize planning and investment for infrastructure and public service facilities in strategic growth areas; identify the appropriate type and scale of development in strategic growth areas and the transition of built form to adjacent areas; permit development and intensification in strategic*

growth areas to support the achievement of complete communities and a compact built form;

The proposed townhome dwellings represents a housing option that will meet the various requirements of current and future residents, is a type of residential intensification, and promotes the efficient use of land, resources, and infrastructure, and supports active transportation. The proposed amendment will provide for intensification in a strategic growth area while acknowledging appropriate type and scale. The proposed amendment is consistent with Policy 2.2, Policy 2.3.1 and Policy 2.4.1

The agent indicates that the objectives of the PPS 2024 have been considered and have provided their professional planning opinion and concept design for the project site. These objectives are discussed in the PRR. Planning & Development Services generally concurs with this and is of the opinion that the proposed amendment to Zoning Bylaw 8600 is consistent with the PPS 2024.

City of Windsor Official Plan

The subject property is located within the Roseland Planning District in *Schedule A – Planning Districts & Policy Areas* of Volume I and located within the “Mixed Use Corridor” designation in *Schedule D – Land Use Plan*. The following policies information is considered relevant in discussing this amendment’s conformity with the Official Plan

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)

The proposed zoning amendment will provide for residential intensification to an area in the City where transportation, municipal services, community facilities and goods and services are readily available.

6.5.3 Mixed Use Corridor

Council will encourage Mixed-Use Corridor development to provide a continuous street frontage and presence. Accordingly, development along a Mixed-Use Corridor shall be: (Policy 6.5.3.3)

- *(a) no more than four storeys in height, except on lands at an intersection of any combination of the following roads: Class I Arterial Road, Class II Arterial Road, Class I Collector Road, or Class II Collector Road. The height of buildings shall*

generally not exceed the width of the road right-of-way abutting the development site;

- *(c) Encouraged to locate the buildings at the street frontage lot line with parking accommodated at the rear of the site.*

The proposal will be a multiple dwelling at three storeys in height and parking will be accommodated at the rear of the site.

On September 8, 2025, Council approved Official Plan Amendment (OPA) 196 to revise the land use designation along Cabana Road West (from Rankin Avenue to Dougall Avenue) from Mixed Use Corridor to Residential Corridor, while establishing a Mixed Use Node at the intersection of Cabana and Dougall. At the time this report was written, the Official Plan land use designation change had not yet received final approval. However, staff have reviewed the proposed changes against the recommended policies and confirms the proposal conforms to these policies.

Neighbourhood Involvement

Council will encourage the improvement of areas designated as Mixed-Use Corridor Commercial Corridor to be undertaken in consultation with the surrounding neighbourhood. (Policy 6.5.3.11)

Pre-consultation for this amendment occurred prior to the Planning Department requiring applicants to host an open house for neighbouring property owners.

Design Guidelines

The following guidelines shall be considered when evaluating the proposed design of a Mixed Use Corridor development (Policy 6.5.3.8):

- (a) the ability to achieve the associated policies as outlined in the Urban Design chapter of this Plan;*
- (b) the provision of appropriate landscaping or other buffers to enhance:*
 - (i) all parking lots, and outdoor loading and service areas; and*
 - (ii) the separation between the use and adjacent sensitive uses, where appropriate;*

Chapter 8: Urban Design

Council will ensure that proposed development within an established neighbourhood is designed to function as an integral and complementary part of that area's existing development pattern by having regard for: (a) massing; (b) building height; (c) architectural proportion; (d) volumes of defined space; (e) lot size; (f) position relative to the road; (g) building area to site area ratios (Policy 8.7.2.3).

The proposed multiple dwelling represents a complementary and compact form of housing, redevelopment, and intensification that is located near active and public transportation. Public consultation was taken into consideration and the proposed zoning amendment will permit an increase in density, while providing adequate

transition between abutting properties using an appropriate amount of setbacks and buffering (i.e. screening and landscaping).

The proposed amendment to Zoning By-law 8600 will conform to the general policy direction of the Official Plan. Planning and Development Services generally concurs with the Official Plan analysis in Section 5.1.2 of the PRR submitted by the Applicant.

Zoning Regulations:

Minimum Lot Area and Dwelling units: The building are tied to the lot frontage and would permit a maximum of six townhome dwellings with additional dwelling units.

Building Height: The proposed zoning amendment would permit a three-storey multiple dwelling and is consistent in height to what is permitted within the abutting low-profile land use designations.

Lane Access: The proposal includes a shared access on Cabana Road West which provides minimal disruptions on Cabana Road West. The Transportation Planning Department did not identify any major concerns with the development as proposed.

Parking Provisions: The development has provided 15 parking spaces, including 2 barrier free spaces for the proposed 12 residential units. The current zoning provisions for the subject parcel would require a minimum of one (1.25) parking spaces per townhome dwelling. The proposal will comply with all parking standards. Furthermore parking is to be accommodated at the rear of the site and is prohibited in a required front yard.

Setbacks: The proposal will be located closer to Cabana and provide for adequate separation from abutting parcels. Furthermore, to assist with landscaping, and building separations, administration is recommending a solid board fence, and landscape buffer to be located along the South property line.

The proposed zoning setbacks are consistent to the current permitted setbacks on the subject and surrounding low-profile parcels.

Site Plan Control

The proposal as presented is subject to Site Plan Control.

Consultations:

A virtual Open House was held on July 24, 2024. Notification of this meeting was distributed to residents and property owners within 200m of the subject site. In addition to the Applicant, applicant representatives and City Staff, 45 residents attended the Open House. Details of the Open House are summarized in Section 3.2 of the PRR.

Comments received from municipal departments and external agencies are attached as Appendix D. Statutory notice was advertised in the Windsor Star. A courtesy notice was mailed to property owners within 200m of the subject lands. Submitted documents were posted on the City of Windsor website [475-479 Cabana Road West | City of Windsor](#)

Risk Analysis:

N/A

Climate Change Risks

Climate Change Mitigation:

The subject land is located within an existing neighbourhood on existing municipal services, therefore reducing the impacts of climate change by locating within the existing built-up area. In general, residential intensification minimizes the impact on community greenhouse gas emissions as these developments create complete communities and neighbourhoods while using available infrastructure such as sewers, sidewalks, and public transit.

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. The proposed development of three multiple dwellings provides an opportunity to increase resiliency for the development and surrounding area through supporting a complementary and compact form of housing, redevelopment, and intensification that is near existing and future transit and active transportation options.

Financial Matters:

N/A

Conclusion:

The *Planning Act* requires that a decision of Council in respect of the exercise of any authority that affects a planning matter, “*shall be consistent with*” Provincial Planning Statement 2024. Based on the supporting documents submitted by the Applicant and the analysis in this report, it is our opinion that the requested amendment to Zoning By-law 8600 is consistent with the PPS 2024 and is in conformity with the City of Windsor Official Plan.

The proposed amendment permits townhome dwellings which compatible with existing uses in the surrounding neighbourhood. The proposed development represents a modest increase in density and provides an opportunity for residential intensification, while also supporting a complementary form of housing located near multimodal transportation options.

The recommendation to amend Zoning By-law 8600 constitutes good planning. Staff recommend approval.

Planning Act Matters:

Frank Garardo, MCIP, RPP

Planner III – Policy & Special Projects

I concur with the above comments and opinion of the Professional Planners.

Laura Diotte, MCIP, RPP

Neil Robertson, MCIP, RPP

Deputy City Planner - Development (A) City Planner

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

JP RM

Approvals:

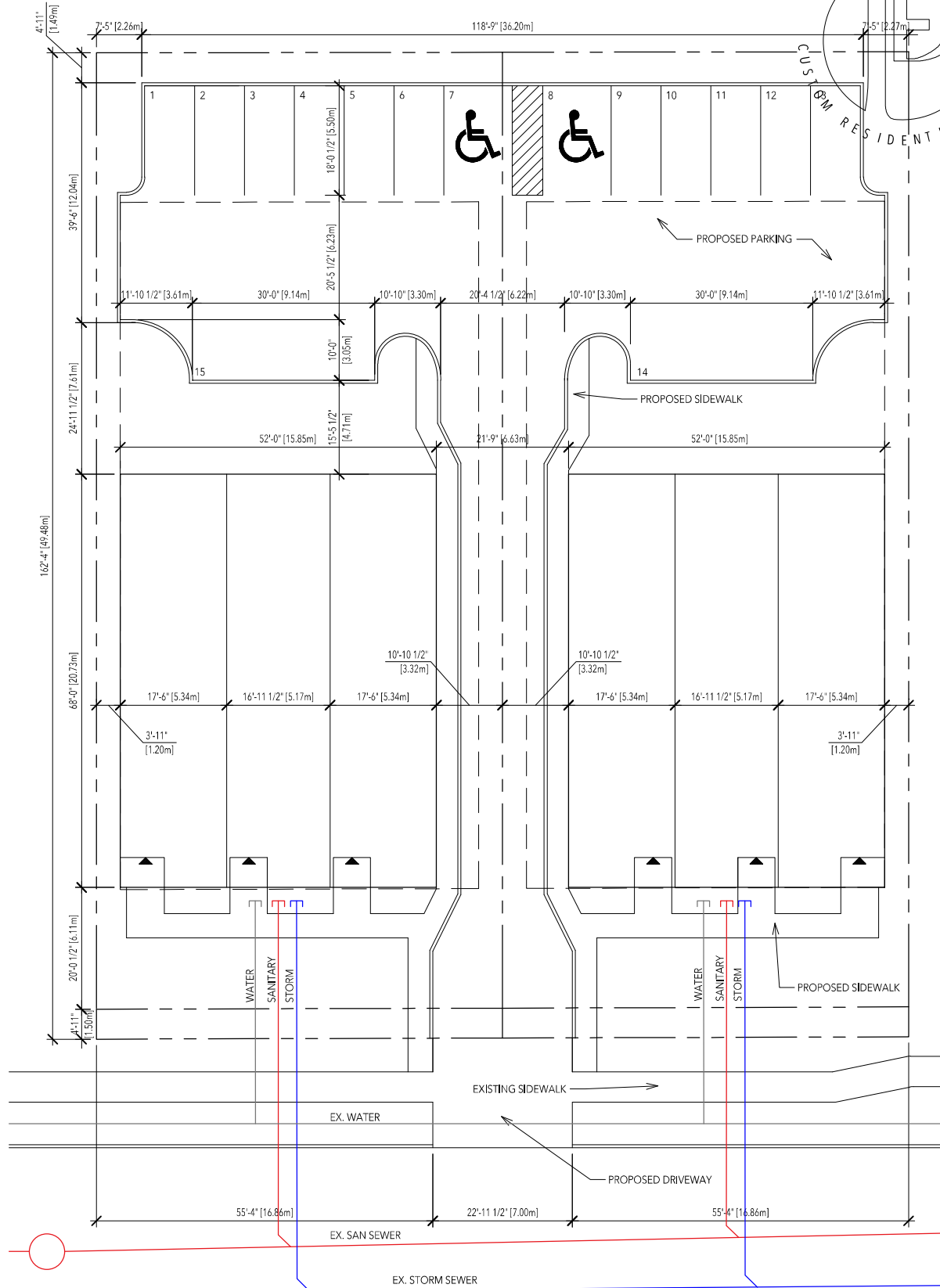
Name	Title
Laura Diotte	Deputy City Planner – Development (A)
Aaron Farough	Senior Legal Counsel, Legal & Real Estate
Neil Robertson	City Planner
Jelena Payne	Deputy CAO/Commissioner, Economic Development
Ray Mensour	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

1. Appendix A – Conceptual Site Plan, Elevations, Floor Plans
2. Appendix B – Site Images
3. Appendix C – Planning Rationale Report
4. Appendix D – Consultations



CABANA ROAD WEST

LOT FIT PLAN

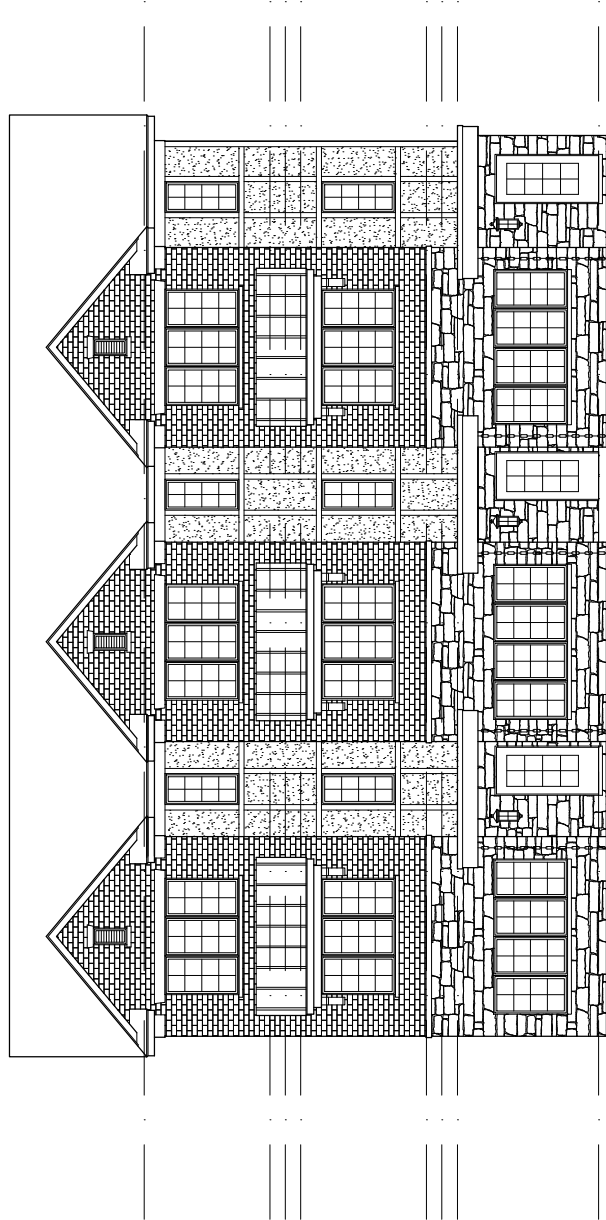
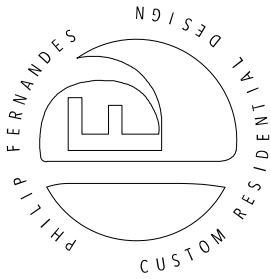


PHILIP FERNANDES
CUSTOM ARCHITECTURAL DESIGN

Development & Heritage Standing Committee Meeting Agenda - Monday, October 6, 2025
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SCALE: 1/8" = 1'-0"

CLIENT: CABANA
PROJECT: 24-1217
DATE: 2025 04 03



FRONT ELEVATION

SCALE: 1/8" = 1'-0"

CLIENT: CABANA
PROJECT: 24-1217
DATE: 2024.03.12

Appendix "B" Site Images



PLANNING RATIONALE REPORT

ZONING BY-LAW AMENDMENT PROPOSED RESIDENTIAL DEVELOPMENT

**475 to 479 Cabana Road West
City of Windsor, Ontario**

May 15, 2025

Prepared by:



Tracey Pillon-Abbs, RPP
Principal Planner
Chatham, ON N7M 5J7
226-340-1232
tracey@pillonabbs.ca
www.pillonabbs.ca

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6.2	Conclusion	40

1.0 INTRODUCTION

I have been retained by Andi Shallvari on behalf of B K Cornerstone Design Build Ltd. (herein the “Applicant”) to provide a land use Planning Rationale Report (PRR) in support of a proposed residential development to be located at 475-479 Cabana Road West (herein the “Site”) in the City of Windsor, Province of Ontario.

The Site, in Ward 1 (Roseland West Planning District), is currently made up of one (1) parcel of land, which is currently vacant.

An application to sever the parcel into two (2) lots was made in 2022 (B-065/22) and has yet to be completed.

The Site will be used for residential.

It is proposed to construct two (2) townhome dwellings (1 on each lot), each containing 3 residential dwelling units.

A total of 6 new residential dwelling units will be created.

Each unit will also have an Additional Dwelling Unit (ADU) for a total of 12 residential dwelling units.

A total of 15 parking spaces are proposed to be located at the rear of the Site.

The Site has access to full municipal services.

There is a future part noted on the reference plan described for a future Bell Canada easement.

A site-specific Zoning By-law Amendment (ZBA) is required in support of the proposed development.

Once the ZBA applications have been approved, the Applicant will proceed with a building permit.

Pre-consultation (stage 1) was completed by the Applicant (City File #PS 013/24). Comments were received and have been incorporated into this PRR.

Pre-application (stage 2) was completed by the Applicant (City File #PC-26-2025). Comments were received and incorporated into this PRR.

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).

This PRR will show that the proposed development is 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 is made up of one (1) interior lot located on the south side of Cabana Road West, west of Dougall Avenue and east of McGaw Avenue (see the area in **blue** on Figure 1 – Site Location).

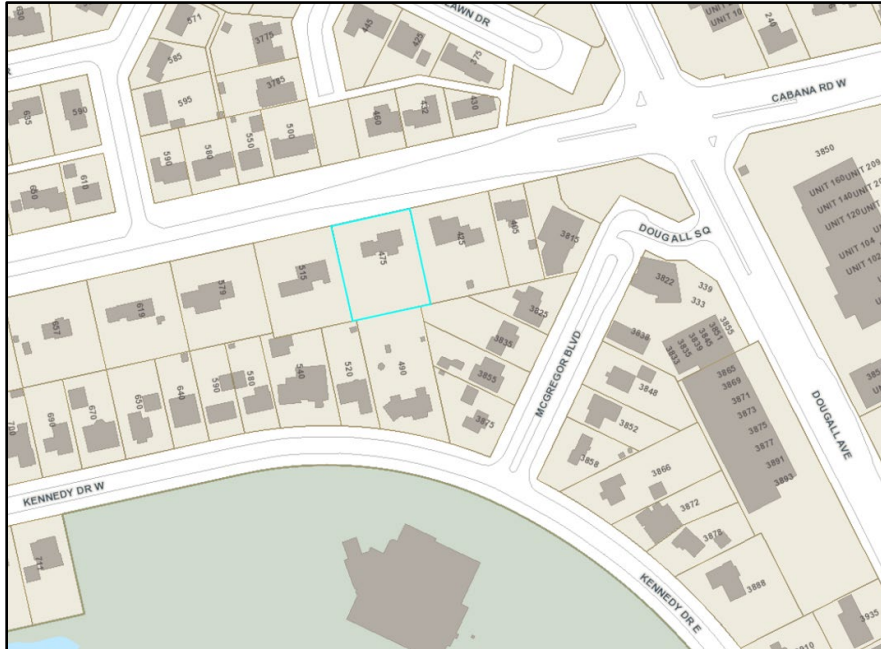


Figure 1 – Site Location (Source: Windsor GIS)

The Site is part of the Roseland West Planning District in the City of Windsor Ward 1.

An application to sever the parcel into two (2) lots was made in 2022 (B-065/22) and has yet to be completed.

The Site is owned, locally known as and legally described as follows:

Address	Legal Description	PIN	ARN	Owner	Purchased Date
475 Cabana Road West and 479 Cabana Road West, City of Windsor, Province of Ontario	PT LT 3 PL 1478 SANDWICH WEST AS IN R1173560; S/T EXECUTION 94-03288, IF ENFORCEABLE; S/T EXECUTION 97-00953, IF ENFORCEABLE; WINDSOR	01289-1426 LT	3739-080-100-11200-0000	BK Cornerstone Design Build Ltd.	2022

2.2 Physical Features of the Site

2.2.1 Size and Site Dimension

The entire Site, subject to the proposed development, consists of a total area of approximately 1,914.88 m² (0.19 ha), with 38.70 m of frontage along Cabana Road West, and with 49.48 m of depth.

2.2.2 Existing Structures and Previous Use

The Site is currently vacant.

The previous use was residential.

A previous single detached dwelling was demolished in 2023.

2.2.3 Vegetation and Soil

The property currently has a mown lawn and mature trees.

The soil of the Site is made up of Brookston Clay Sand - Spot Phase (B-s)

2.2.4 Topography and Drainage

The Site is generally level.

A portion of the Site is within the regulated area of the Essex Region Conservation Authority (ERCA).

The Site is part of the Turkey Creek Drainage area.

The Site is part of a Source Water Protection Area (Event Based Area).

2.2.5 Other Physical Features

There is one (1) existing remnant driveway from Cabana Road West.

Fencing is located along a portion of the Site, owned by others.

2.2.6 Municipal Services

The property has access to municipal water, storm, and sanitary services.

There are fire hydrants located close to the Site.

The road classification of Cabana Road West is a Class II arterial road.

Streetlights, bike lanes, and sidewalks are located along Cabana Road West.

The Site has access to transit with the closest bus stop located directly in front of the Site on Cabana Road West (Stop ID 14155, Bus 7).

The Site has access to major transportation corridors, including Hwy 401, Huron Church Road, and Dougall Avenue.

2.2.7 Nearby Amenities

There are several schools nearby, including Southwood Public School, St. Gabriel Catholic Elementary School and Roseland Public School.

There are many parks, trails, and recreation opportunities in close proximity to the Site, including Central Park, Roseland Golf and Curling Club, Kenilworth Park and Dynasty Park.

The nearest libraries are the St. Clair College Library and Budimir Public Library.

There is nearby shopping in the form of plazas and malls, as well as employment, places of worship, and local amenities.

2.3 Surrounding Land Uses

Overall, the Site is in an existing settlement area that is in transition.

Cabana Road West has a mix of land uses in the area, including commercial, institutional, and residential uses.

A site visit was conducted, and photos were taken on Sept 26, 2023, by Pillon Abbs Inc.

North – The lands directly north of the Site, are used for residential use (see Photo 1 – North).



Photo 1 – North

South – The lands directly south of the Site, are used for residential use and front onto Kennedy Drive West (see Photo 2 - South).



Photo 2 – South

East – The lands directly east of the Site are used for residential use (see Photo 3 - East).



Photo 3 – East

West – The lands directly west of the Site are used for residential use as well as a paved trail (see Photo 4 - West).



Photo 4 – West

3.0 DEVELOPMENT PROPOSAL

3.1 Proposal

The Site, in Ward 1 (Roseland West Planning District), is made up of one (1) parcel of land which are currently vacant.

An application to sever the parcel into two (2) lots was made in 2022 (B-065/22) and has yet to be completed.

The Site will be used for residential.

It is proposed to construct two (2) townhome dwellings (1 on each lot), each containing 3 residential dwelling units.

A total of 6 new residential dwelling units will be created.

Each unit will also have an Additional Dwelling Unit (ADU) for a total of 12 residential dwelling units.

A total of 15 parking spaces are to be located at the rear of the Site.

A concept plan has been prepared (see Figure 2a –Concept Plans).

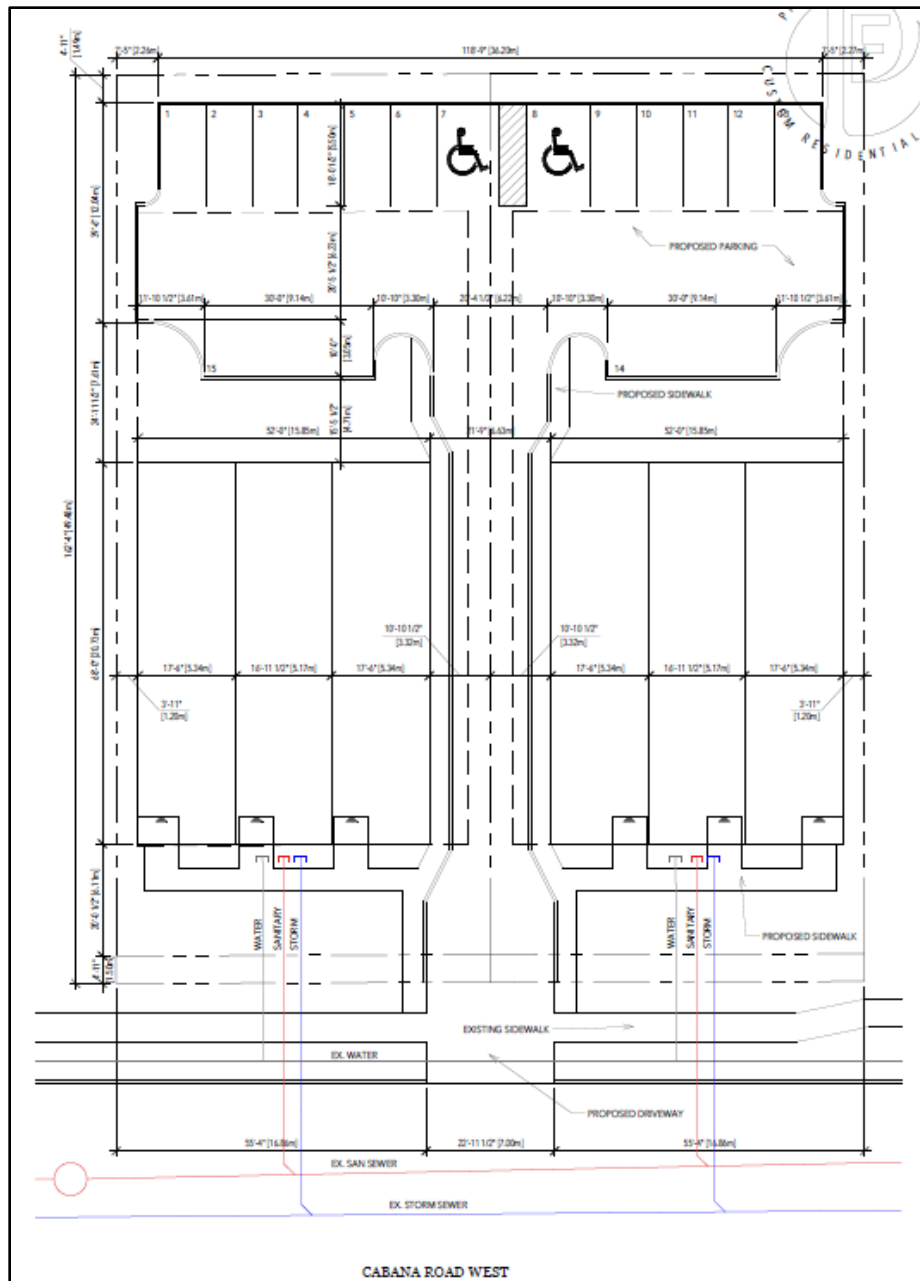


Figure 2a –Concept Plans

The Concept Plan is preliminary in order to illustrate how the Site can be developed. The final design of the Site will be provided at the time of the required building permit.

Each townhome dwelling will occupy a total of 328.57 m² of the Site and will be a total of 3 storeys.

Based on the total lot area (0.19 ha) and the proposed number of units (6), the total residential density of the Site will result in 31.58 units per hectare (uph).

Elevations of the proposed building have been prepared (see Figure 2b – Elevations).



Figure 2b – Elevations

The Elevations are preliminary in order to illustrate how the Site can be developed. The final design of the Site will be provided at the time of the required building permit.

The proposed building will face Cabana Road West.

Pedestrian access to the building will be from the north.

Amenity space will be provided.

Landscaping, buffering and bicycle parking will be provided as part of the final design.

Vehicle access from Cabana Road West is proposed with the installation of a new 7.00 m driveway.

The Site will be connected to full municipal services.

The refuse (garbage and recycling) will be located inside and taken to the curb.

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 Wednesday, July 24, 2024, from 6:00 pm to 7:00 pm.

The open house provided members of the public with opportunities to review and comment on the proposed development.

A total of 111 notices were mailed out, which represent a **200 m** radius from the Site.

The notice included the following proposal:

It is proposed to construct a new 3 storey multiple dwelling with a total of 18 dwelling units. On site parking for 25 vehicles with access from Cabana Road West is proposed.

Including the City of Windsor Staff and the Applicant's representatives, a total of 45 people registered and attended the open house.

Emails, letters, and phone calls were also received.

Additional meetings with the Applicant and the neighbours were also conducted on-site.

As set out in the City of Windsor OP, the following is a summary of the comments and responses from the public open houses:

Topic Item	Comment and Questions	Response
OPA 159	When did this policy come into effect?	The OPA was approved in July of 2022.
	How were people notified?	The notification was published on the City website and in the local newspaper.
	Why did the zoning not get done at the same time?	Zoning is left to a case-by-case review.

Topic Item	Comment and Questions	Response
	We need to help fight the City regarding this and the other developments in the area.	
Traffic	<p>It is difficult now.</p> <p>Why put more cars on the road?</p> <p>A TIS should be completed.</p> <p>Cabana Rd is not safe.</p> <p>There have been incidents and accidents.</p> <p>There will be moving trucks.</p>	<p>The road is a Class II arterial roadway which is made for cars.</p> <p>The roadway has recently been upgraded.</p> <p>A TIS is not warranted for this type of development.</p>
Trees	<p>There are 20 trees on the Site.</p> <p>Will they be removed?</p>	A TIPP will be prepared.
Neighbourhood	<p>Development does not conform with the area/neighbourhood.</p> <p>There is no respect for this area.</p> <p>Come up with something the people will be happy with and do not listen to the City.</p> <p>Wrong way of thinking.</p> <p>Student and bridge employees are leaving the area, so there is no need.</p> <p>Families have invested into the area.</p> <p>Select another area. Find a bigger-sized lot.</p> <p>Too close to Dougall.</p>	The proposed development will be designed to be compatible with its surroundings.

Topic Item	Comment and Questions	Response
	<p>Walker and Ducharme is sitting empty. Blight will be created</p> <p>Do not turn it into a Walker Rd.</p> <p>This will impact the north side of Cabana Road as well.</p>	
Building Type	<p>SFD should be built or a 4-plex.</p> <p>Saturation of apartments.</p> <p>Townhomes should look like the ones on Walker Rd (brownstone).</p> <p>2 towns or 2 x 4 plex is better.</p>	The proposed townhomes are an appropriate type of building for the Site.
Height and Scale	<p>The height is too high.</p> <p>This is a high-rise.</p> <p>The scale does not blend with the area.</p>	The proposed height will be similar to that of a single detached dwelling.
Density	<p>Adding density is not a good idea.</p> <p>Consider something smaller.</p> <p>Divide into 4 lots for seniors.</p>	The density is considered appropriate for the Site.
Tenure and Price	<p>Sell or rent?</p> <p>What will the price be?</p>	<p>TBD.</p> <p>The price will depend on the market at the time of building completion.</p>
Bedrooms	<p>How many?</p> <p>What size?</p>	<p>700 ft2 to 800 ft2</p> <p>Studio or 1/2 bedroom</p>
Students	Will these be for students?	We cannot zone for people.
Parking	<p>You need more parking.</p> <p>You might need 4 parking spaces per unit.</p>	<p>The Applicant will look at different options.</p> <p>On site parking is proposed.</p> <p>Visitor parking will be marked.</p>

Topic Item	Comment and Questions	Response
	<p>Parking at the back is an issue.</p> <p>Where do visitor park?</p> <p>Will there be an office, and will they need parking?</p> <p>Parking should be in the front yard, there will be no backyards</p> <p>People will park on the road in Roseland.</p> <p>Deliveries will not work (ie Amazon).</p>	No office is proposed.
Privacy and Quality of Life	<p>This will impact our privacy.</p> <p>Invasion of privacy.</p> <p>Privacy of backyards is impacted.</p> <p>Quality of life will be reduced.</p>	<p>The proposed development does not anticipate having any impacts on shadowing.</p> <p>Buffering can be provided, such as fencing and tree plantings.</p>
Lot Frontage	What is the frontage of the lot?	The lot width is 37.70 m in total.
Sewers	<p>Sewers cannot take all the water.</p> <p>This will cause flooding.</p> <p>ERCA regs are an issue, not a lot of green space.</p>	Stormwater will be managed.
Affordability	<p>This will not be affordable.</p> <p>No one cares about affordable housing.</p> <p>There is not enough profit for developers.</p> <p>This will not support new home ownership.</p>	Tenure of the units will be reviewed by the Applicant.

Topic Item	Comment and Questions	Response
	Condo would be better/but still not affordable.	
Property Values and Taxes	Devaluation of property. How much property taxes will the City get?	Values may go down, but they may also go up. Taxes are based on MPAC assessment.
Past Severance	Why did the severance not get completed for 2 new houses?	No interest in SFD
Transit and Active Transportation	There is a bus stop at the proposed location of the driveway. Transit and bike lanes are not effective in the City.	Noted.

4.0 PROPOSED APPLICATION AND AMENDMENT

Pre-consultation (stage 1) was completed by the Applicant (City File #PS 013/24). Comments were received and have been incorporated into this PRR.

Pre-application (stage 2) was completed by the Applicant (City File #PC-26-2025). Comments were received and incorporated into this PRR.

The proposed development requires an application for a Zoning By-law Amendment (ZBA).

The following explains the purpose of the applications 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 1.4 (RD1.4)' category as shown on Map 9 of the City of Windsor Zoning By-law #8600.

It is proposed that the zoning be changed to 'Residential District 2.2 (RD2.2)' to permit townhomes.

No relief from zoning provisions is being requested.

The ZBA is detailed, and the justification is set out in Section 5.1.3 of this PRR.

4.2 Other Applications

Once the ZBA application has been approved, the Applicant will proceed with a building permit.

The final design of the Site will be provided at the time of the required building permit.

The proposed development is not subject to Site Plan Control (SPC).

4.2 Supporting Studies

The following supporting studies have been prepared as part of the application.

4.3.1 Servicing

A Functional Servicing Report (FSR) was prepared by BairdAE, Architecture and Engineering, dated April 3, 2025, and further revised May 15, 2025.

The purpose of the report was to address stormwater management quantity and quality control, along with storm, sanitary and water connection requirements to accommodate the construction of a new development.

No concerns were noted in the report.

4.3.2 Design

An Urban Design Brief (UDB) was determined by the City to not be required.

4.3.2 Trees

A Tree Preservation and Protection Plan (TIPP) has been completed which identified the location of the existing trees.

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 (Act) and came into effect on October 20, 2024, and all decisions affecting planning matters shall be consistent with policy statements issued under the Act.

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	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
	<p>minimum of 15 years through lands which are designated and available for residential development; and</p> <p>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.</p>	
2.1.6	<p>Planning authorities should support the achievement of complete communities by:</p> <p>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;</p> <p>b) improving accessibility for people of all ages and abilities by addressing land use barriers which restrict their full participation in society;</p>	<p>The proposed development is consistent with the policy to achieve complete communities as the Site is located in an existing built up area.</p> <p>The proposed development will provide for more housing.</p> <p>The Site has access to transportation options (including transit and active transportation), public service facilities, other institutional uses, libraries, and parks.</p> <p>Accessibility will be addressed at the time of the building permit.</p>
2.2.1 - Housing	<p>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:</p> <p>a) establishing and implementing minimum</p>	<p>The proposed development is a new housing option for the area.</p> <p>The proposed development supports the City's housing targets.</p>

PPS Policy #	Policy	Response
	<p>targets for the provision of 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;</p> <p>b) permitting and facilitating:</p> <ol style="list-style-type: none"> 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; <p>c) promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation; and</p> <p>d) requiring transit-supportive development and prioritizing</p>	<p>The needs of the residents can be accommodated as the Site is located near local amenities.</p> <p>The Site offers an opportunity for intensification and infilling.</p> <p>The proposed density is appropriate for the Site.</p>

PPS Policy #	Policy	Response
	intensification, including 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 of the City of Windsor.
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.	<p>The Site offers an opportunity for intensification.</p> <p>The total density of the proposed development is considered appropriate.</p> <p>The design and style of the proposed building will blend well with the scale and massing of the existing surrounding area.</p> <p>The proposed development is an efficient use of the Site.</p> <p>Residents will have immediate access to local amenities.</p> <p>Transit and active transportation are available in the area.</p> <p>The Site is located close to major roadways.</p>
2.3.1.3	Planning authorities shall support general intensification and redevelopment to support the achievement of complete communities, including by	The proposed development provides an infill opportunity for an existing parcel of land.

PPS Policy #	Policy	Response
	planning for a range and mix of housing options and prioritizing planning and investment in the necessary infrastructure and public service facilities.	The Site was always intended for residential use. 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	The proposed development will be serviced by municipal sewer, water and storm,

PPS Policy #	Policy	Response
	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.	which is the preferred form of servicing for settlement areas.
4.1.1 – Natural Heritage	Natural features and areas shall be protected for the long term.	There are no natural heritage features that impact the Site. A TIPP will be provided.
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;	A portion of the Site is within the regulated area of ERCA. Permits will be obtained, if required.
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. Office consolidation version is dated September 7, 2012.

The OP implements the PPS and establishes a policy framework to guide land use planning decisions related to development and the provision of infrastructure and community services throughout the City.

The Site is part of the Roseland West Planning Area, as shown on Schedule A: Planning Districts & Policy Areas.

The current land use designation of the Site, subject to development, is 'Mixed Use Corridor', as shown on Schedule D: Land Use Plan of the City of Windsor Official Plan (see Figure 3 –OP).



Figure 3 – OP

The following provides a summary of the key policy considerations of the OP as it relates to the proposed development.

OP Policy #	Policy	Response
3.1	The planning of Windsor's future is guided by the following vision taken from Dream Dare Do – The City of Windsor Community Strategic Plan:	The proposed development will support the City's economy by providing new townhomes with residential uses in an existing built-up area.

OP Policy #	Policy	Response
	<p>“Windsor is a quality city full of history and potential, with a diverse culture, a durable economy, and a healthy environment where citizens share a strong sense of belonging and a collective pride of place.”</p>	<p>Overall, the Site is in an existing settlement area that is in transition.</p> <p>Cabana Road West has a mix of land uses in the area which includes commercial, institutional, and residential uses.</p>
3.2 – Growth Concept	<p>Mixed use developments will be encouraged with strong pedestrian orientations and to support public transit. This concept will enable Windsor to continue its growth and foster a vibrant economy, while ensuring a safe, caring and diverse community and a sustainable, healthy environment.</p>	<p>The proposed development provides a use that supports pedestrian orientations and public transit due to its location in an existing built-up area.</p>
3.2.3.1	<p>Windsor will work toward achieving a sustainable transportation system where all modes of transportation can play a more balanced role. The creation of mixed use and employment centres will allow businesses and services to be closer to homes and allow greater opportunities for walking, cycling and transit.</p>	<p>The intent is to construct 2 new townhomes in an area in an existing built-up area.</p> <p>This allows residents to easily access amenities, employment and public transit.</p>
4.0 – Healthy Community	<p>The implementing healthy community policies are interwoven throughout the remainder of the Plan, particularly within the Environment, Land Use, Infrastructure and Urban Design chapters, to ensure their consideration and application as a part of the planning process.</p>	<p>The proposed development will support the City’s goal of promoting a healthy community in order to live, work, and play.</p> <p>The proposed development is close to nearby transit, employment, shopping, local amenities, and parks/trails.</p>
6.0 - Preamble	<p>A healthy and livable city is one in which people can enjoy</p>	<p>The proposed development supports the policy set out in</p>

OP Policy #	Policy	Response
	a vibrant economy and a sustainable healthy environment in safe, caring and diverse neighbourhoods. In order to ensure that Windsor is such a city, Council will manage development through an approach which balances environmental, social and economic considerations.	the OP as it is suited for addressing the residential needs of the City.
6.1 - Goals	<p>In keeping with the Strategic Directions, Council's land use goals are to achieve:</p> <p>6.1.1 Safe, caring and diverse neighbourhoods.</p> <p>6.1.3 Housing suited to the needs of Windsor's residents.</p> <p>6.1.10 Pedestrian oriented clusters of residential, commercial, employment and institutional uses.</p>	<p>The proposed development supports the goals set out in the OP as it provides for the development of a parcel of land that is in an area of transition.</p> <p>The proposed residential use will provide a new housing choice in an existing built-up area.</p>
6.2.1.2 – General Policies, Types of Development Profile	<p>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:</p> <p>(a) Low Profile developments are buildings or structures generally no greater than three (3) storeys in height;</p> <p>(b) Medium Profile developments are buildings or structures generally no greater</p>	<p>The proposed development is considered a low profile mixed use development as it is proposed to have 3 storeys constructed on the Site.</p>

OP Policy #	Policy	Response
	<p>than six (6) storeys in height; and</p> <p>(c) High Profile developments are buildings or structures generally no greater than fourteen (14) storeys in height.</p>	
6.5.3.1 – Mixed Use Corridor	<p>Uses permitted in the Mixed Use Corridor land use designation are primarily retail, wholesale store and service oriented uses and, to a lesser extent, office uses.</p> <p>Medium and High Profile residential uses either as standalone buildings or part of a commercial-residential mixed use buildings shall be throughout the Corridors.</p>	<p>Low Profile is proposed based on the size of the Site rather than the medium and high profile buildings.</p> <p>The development will be designed with a pedestrian orientation and foster a distinctive and attractive area identity.</p> <p>The design will address compatibility. It will take into consideration a transition between land uses using an appropriate amount of setbacks and buffering.</p>
6.5.3.3 - Street Presence	<p>Council will encourage Mixed-Use Corridor development to provide a continuous street frontage and presence. Accordingly, development along a Mixed-Use Corridor shall be:</p> <p>a) no more than four storeys in height, except on lands at an intersection of any combination of the following roads: Class I Arterial Road, Class II Arterial Road, Class I Collector, or Class II Collector Road. The height of buildings shall generally not exceed the width of the road right-of-way abutting the development site; and</p> <p>b) Notwithstanding the identified maximum building</p>	<p>Cabana Road West is in transition.</p> <p>The proposed building will face Cabana Road West.</p> <p>The proposed height will be 3 storeys.</p> <p>Parking is to be located on site.</p> <p>The design will address compatibility. It will take into consideration a transition between land uses using an appropriate amount of setbacks and buffering.</p>

OP Policy #	Policy	Response
	height, the Council may consider additional height, where the Council is satisfied that the proposed height achieves compatible development, and where appropriate transitions to abutting lower scale development are established. Appropriate transitions may be achieved through the implementation of regulatory techniques including, but not limited to new height limitations, enhanced building setbacks and step backs, enhanced landscape buffers and planting requirements and/or the implementation of an angular plane. Permissions for taller buildings may be established through a site specific Zoning Bylaw Amendment. c) encouraged to locate the buildings at the street frontage lot line with parking accommodated at the rear of the Site.	
6.5.3.4 – Infill & Consolidations	Council shall promote the infilling and consolidation of existing Mixed Use Corridors.	<p>The proposed residential use building is a form of infill development.</p> <p>Two parcels of land will be maintained.</p> <p>The City's Intensification Guidelines have been reviewed.</p> <p>The final design of the building will be addressed as part of building permit approval.</p>
6.5.3.6 – Location Criteria	Mixed Use Corridor development shall be located where: (a) there is access to	Access will only be from Cabana Road West, which is a Class II arterial roadway.

OP Policy #	Policy	Response
	<p>Class I or Class II Arterial Roads or Class I Collector Roads; (b) full municipal physical services can be provided; and (c) commercial related traffic can be directed away from residential areas.</p>	<p>Full municipal services are available, which is the preferred type of servicing.</p> <p>All traffic will use Cabana Road West.</p>
6.5.3.7 – Evaluation Criteria	<p>At the time of submission, the proponent shall demonstrate to the satisfaction of the Municipality that a proposed commercial development is:</p> <p>(a) feasible having regard to the other provisions of this Plan, provincial legislation, policies and appropriate guidelines and support studies for uses: (i) within or adjacent to any area identified on Schedule C: Development Constraint Areas and described in the Environment chapter of this Plan; (ii) within a site of potential or known contamination; (iii) where traffic generation and distribution is a provincial or municipal concern; and (iv) adjacent to sensitive land uses and/or heritage resources.</p> <p>(b) in keeping with the goals, objectives and policies of any secondary plan or guideline plan affecting the surrounding area; (c) capable of being provided with full municipal physical services and emergency services; (d) provided with adequate off-street parking; (e) compatible with the surrounding area in terms of scale, massing, height, siting, orientation, setbacks, parking and</p>	<p>This PRR has addressed the provisions of the OP and provincial legislation.</p> <p>There are no development constraint areas.</p> <p>There are no secondary plans that impact the Site.</p> <p>The proposed development will include pedestrian connections, landscaping, and amenity space.</p> <p>Amenity space is provided, including private balconies, outdoor seating areas, and an indoor common room.</p> <p>The proposed scale and massing do not cause any negative impact on the enjoyment of abutting properties (ie shadow).</p> <p>The proposed townhome dwellings will provide an appropriate transition between uses, including an appropriate amount of setbacks.</p>

OP Policy #	Policy	Response
	landscaped areas; and (f) acceptable in terms of the proposal's market impacts on other commercial areas (see Procedures chapter).	
6.5.3.8 – Design Guidelines	<p>The following guidelines shall be considered when evaluating the proposed design of a Mixed Use Corridor development: (a) the ability to achieve the associated policies as outlined in the Urban Design chapter of this Plan; (b) the provision of appropriate landscaping or other buffers to enhance: (i) all parking lots, and outdoor loading and service areas; and (ii) the separation between the use and adjacent sensitive uses, where appropriate; (c) as a general rule, the height of buildings are consistent with the height of buildings which characterize the Mixed Use Corridor. Where Council deems it desirable that higher profile development be permitted in an existing Mixed Corridor, the development should be built at a human scale by utilizing one or both of the following measures: (i) treatment of the lower floors of building(s) to provide continuity; and/or (ii) setting back the upper floors of building(s) from the street to avoid overpowering effects at-grade; (d) where possible, parking is located in the rear of the property to encourage continuous building facades adjacent to the street; (e) measures are</p>	<p>The design and style of the proposed building will blend well with the scale and massing of the surrounding area.</p> <p>The majority of lands surrounding the Site are transitioning.</p> <p>The proposed residential use will provide new housing options for the neighbourhood.</p> <p>The Site will have pedestrian connections.</p> <p>The building will face Cabana Road West.</p> <p>Access will be from Cabana Road West.</p> <p>Parking will be located on site.</p> <p>Pedestrian connections from the building to the parking area will be marked.</p> <p>The proposed development will blend with the existing character of the surrounding area.</p>

OP Policy #	Policy	Response
	taken in site design which provide for ease of access for pedestrians between the public sidewalk and building main entrances in a manner which is distinguishable from access provided for vehicles; and (f) Council will adopt Design Guidelines that will assist in the design and review of development applications in a manner that will ensure implementation of these policies.	
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.
8.1 – Urban Design	A memorable, attractive and liveable city is one where people feel comfortable and are inspired by their surroundings. The physical systems and built form of the City are also designed to protect, maintain and improve the quality of life for present and future generations by integrating the principles of sustainability and place making. In order for Windsor to be such a city, Council is committed to urban design principles that enhance the enjoyment and image of Windsor and its people.	<p>The final design of the proposed building will be addressed as part of the building permit approval.</p> <p>The City's Intensification Guidelines have been reviewed.</p> <p>The final design of the building will incorporate a transition between land uses.</p>

OP Policy #	Policy	Response
8.7.2.3 – Built Form, infill development	<p>Council will ensure that proposed development within an established neighbourhood is designed to function as an integral and complementary part of that area's existing development pattern by having regard for:</p> <ul style="list-style-type: none"> (a) massing; (b) building height; (c) architectural proportion; (d) volumes of defined space; (e) lot size; (f) position relative to the road; (g) building area to site area ratios; (h) the pattern, scale and character of existing development; (i) exterior building appearance; and (j) Council adopted Design Guidelines that will assist in the design and review of applications for development in accordance with the policies noted above 	<p>The proposed development will be a natural integration of the established area.</p> <p>The Site is in an area of transition.</p> <p>The proposed townhomes will provide an appropriate transition between the roadway and the residential uses to the south.</p> <p>Massing – the proposed building will be limited to 3 storeys which will blend well with the low profile scale and massing of the existing surrounding area.</p> <p>Building height – there are no impacts on privacy or shadowing on abutting properties based on the proposed building height. This is similar to the height of a three story single detached dwelling.</p> <p>Architectural proportion – the proposed visual effect of the relationship of the proposed development will blend well with the immediate area.</p> <p>Volume of defined space – the proposed design and layout of the development includes appropriate setbacks and lot coverage.</p> <p>The parking area will be constructed according to city standards and provide appropriate space.</p>

OP Policy #	Policy	Response
		<p>Lot size – the existing parcel is appropriate for the development. It allows for on-site parking, sidewalks, amenity space, and landscaping.</p> <p>Building area – appropriate lot coverage is proposed. The proposed building will not negatively impact the private use and enjoyment of area residents.</p> <p>Pattern, scale, and character – the style of development will blend well with the scale and massing of the existing low profile surrounding area.</p> <p>Exterior building appearance – the proposed building will be designed professionally and aesthetically pleasing.</p> <p>Intensification Guidelines – transition can be achieved through buffering that will include landscaping where transition is most sensitive and additional setbacks.</p>

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 provide for its day-to-day administration.

According to Map 9 attached to the ZBL the Site is currently zoned Residential District 1.4 (RD1.4) category (see Figures 4 – ZBL).

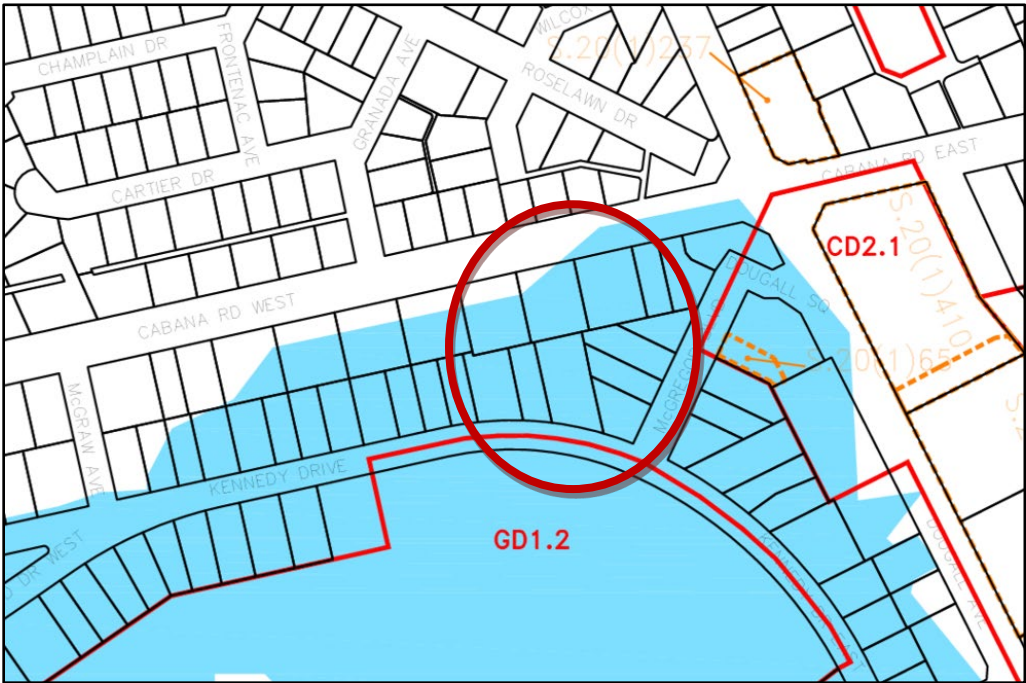


Figure 4 – ZBL

A site-specific ZBA is required for the proposed development.

TOWNHOME DWELLING means one dwelling vertically divided into a row of three or more dwelling units attached by common interior walls, each wall having a minimum area above grade of 10.0 sq. m., and man include, where permitted by Section 5.99.80, additional dwelling units. A semi-detached dwelling is not a townhome dwelling.

It is proposed to change the zoning to ‘Residential District 2.2 (RD2.2)’ to permit townhomes.

A review of the RD2.2 zone provisions, as set out in Section 15.2 of the ZBL is as follows:

Zone Regulations	Required RD2.2 Zone	Proposed	Compliance and/or Relief Requested with Justification
Permitted Uses	One <i>Double Duplex Dwelling</i> One <i>Duplex Dwelling</i>	Townhome Dwellings 2 parcels of land – one on each parcel	Subject to ZBA.

Zone Regulations	Required RD2.2 Zone	Proposed	Compliance and/or Relief Requested Justification with
	One <i>Multiple Dwelling</i> containing a maximum of four <i>dwelling units</i> One <i>Semi-Detached Dwelling</i> One <i>Single Unit Dwelling</i> Townhome Dwelling Any use accessory to any of the preceding uses		
Lot Width – minimum	20.0 m	20.364 m (Parts 1 and 3) And 20.363 m (Parts 2 and 4)	Complies
Lot Area – per dwelling unit – minimum	200.0 m2	957.44 m2 (each lot)	Complies
Lot Coverage – maximum	45.0 %	40.0 %	Complies
Main Building Height - maximum	9.0 m	9.0 m – to be confirmed at the time of building permit	Complies
Front Yard Depth – minimum	6.0 m	6.11 m	Shall comply
Rear Yard Depth – minimum	7.50 m	19.65	Shall comply
Side Yard Width – minimum	1.20 m	1.20	Shall comply

Zone Regulations	Required RD2.2 Zone	Proposed	Compliance and/or Relief Requested with Justification
Parking Requirements 24.20.5.1	Townhome Dwelling without an attached garage or carport - 1.25 for each dwelling unit 1.25 x 3 = 3.75 (3 rounded down) per lot 1 x 3 ADU = 3 TOTAL = 6 (per lot)	15 parking spaces total Lot 1 – 8 Lot 2 – 7 Includes 2 barrier free parking space (1 on each lot)	Complies
Parking Area Separation - minimum 25.5.20	.2 any other street – 3.00 m .3 an interior lot line or alley – 0.90 m .5 A building wall in which is located a main pedestrian entrance facing the parking area – 2.0 m .6 A building wall containing a habitable room window or containing both a main pedestrian entrance and a habitable room window facing the parking area where the building is located on the same lot as the parking area - 4.50 m	TBD – at the time of building permit	Shall Comply

Zone Regulations	Required RD2.2 Zone	Proposed	Compliance and/or Relief Requested Justification with
Bicycle Parking – minimum Table 24.30.1.1	1 to 9 = 0 (each lot)	TBD – at the time of building permit	Complies
Access Area Section 25	7.00 m	7.00 m – to be confirmed at the time of building permit	Complies

Therefore, the proposed development will comply with the purpose and intent of the ZBL.

Further, all zone provisions set out in the RD2.2 Zone shall be complied with.

6.0 SUMMARY AND CONCLUSION

6.1 Context and Site Suitability Summary

6.1.1 Site Suitability

The Site is ideally suited for development for the following reasons:

- The land area is sufficient to accommodate the proposed development with adequate buffering from abutting land uses,
- The Site is generally level, which is conducive to easy vehicular movements,
- The Site will be able to accommodate municipal water, storm and sewer systems,
- There are no anticipated traffic or parking concerns, and
- The location of the proposed development is appropriate.

6.1.2 Compatibility of Design

The area is in transition.

The proposed development will be limited to a 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 development will be designed with a pedestrian orientation and foster a distinctive and attractive area identity.

The Site is capable of accommodating the proposed development in terms of scale, massing, height, and siting.

All zone provisions set out in the RD2.2 zone category can be complied with, with the exception of lot width requirements.

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 uses on the Site represent 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 proposed development promotes efficient development and land use patterns which sustains the financial well-being of the Municipality.

The proposal does not cause any public health and safety concerns. The proposal represents a cost-effective development pattern that minimizes land consumption and servicing costs.

There will be no urban sprawl as the proposed development is within the existing settlement area and is an ideal infilling opportunity.

There are no cultural heritage resources that impact the Site.

6.2 Conclusion

In summary, it would be appropriate for the City of Windsor to approve the ZBA application to permit the proposed development on the Site.

The proposed development is an appropriate use of the Site and offers a mix of uses that offers residents and consumers a new option for housing and economic activity.

This PRR has shown that the proposed development is consistent with the PPS, conforms with the intent and purpose of the 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



APPENDIX D – CONSULTATION

TRANSIT WINDSOR – JASON SCOTT

Transit Windsor has no objections to this development. The closest existing transit route to this property is with the South Windsor 7. The South Windsor 7 has a peak weekday frequency of 30 minutes. Transit Windsor's 2025 City Council approved service plan has the South Windsor 7 route being replaced by a new secondary route known as Route 240. Route 240 will have a peak weekday frequency of 30 minutes and offer new Sunday service. Route 240 is proposed to be implemented in September 2025. The closest existing bus stop is directly in front of this property providing direct transit access to this development. This will be maintained with Route 240 and Transit Windsor's City Council approved Transit Master Plan.

HERITAGE PLANNING – TRACY TANG

There is no apparent built heritage concern with this property, and it is not located within an Archaeological Potential Zone (APZ). 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 Staaadegaard, (O) 519-253-2300x2726, (C) 519-816-0711,

mstaaadegaard@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

CANADA POST – BRUNO DESANDO

This development, as described, falls within our centralized mail policy.

I will specify the condition which I request to be added for Canada Post Corporation's purposes.

- a) Canada Post's multi-unit policy, which requires that the owner/developer provide the centralized mail facility (front loading lockbox assembly or rear-loading

mailroom [mandatory for 100 units or more]), at their own expense, will be in effect for buildings and complexes with a common lobby, common indoor or sheltered space.

Should the description of the project change, I would appreciate an update in order to assess the impact of the change on mail service.

If you have any questions or concerns regarding these conditions, please contact me. I appreciate the opportunity to comment on this project.

Lock-Box Assembly Requirements

The complete Canada Post Standards Manual for Builders & Developers can be downloaded at: https://www.canadapost.ca/cpo/mc/assets/pdf/business/standardsmanual_en.pdf

Compartments Size

- Horizontal lock-box models used in mailrooms must have the following minimums:
 - o Residential compartments must be at least 12.5 x 13.5 cm
 - o Commercial compartments at least 13.5 x 30.5 cm
 - o Parcel compartments at least 30.5 x 30.5 cm
- Vertical lock-box models must have min comp size of 25 x 12.5 cm. (Most models are 40 x 12.7 cm)

Heights

- All lock-box assemblies must be installed in a manner that will not require the delivery employee to reach higher than 170cm or lower than 45cm when delivering to the equipment. With respect to horizontal lock-boxes, the limits above will likely mean that maximum number of compartments that can be included in each column of residential compartments would be eight

Rear-loading Lock-boxes

- Projects with more than 100 units are required to be serviced via a rear-loading lock-box assembly.
- There must be a width of at least 100cm of working space from the back of the boxes to the wall.
- A ledge under the bottom row of boxes is also recommended in rear-loading designs. This ledge is to be directly under the bottom row of boxes (no space between ledge and bottom of boxes) and must stick out at least 20cm from the back of the boxes.
- Mailroom door is required to provide a minimum 81cm opening
- Lighting should be at least 100 lux (measured 75 cm from floor)

Access

- All buildings where the lock-boxes are required to be serviced from inside the building are required to install a Canada Post Crown lock in the building intercom. The intercom is pre-fabricated with an internal housing for the lock. The lock can be obtained from the local deliver supervisor.
- If the building has more than 100 units, a rear-loading lock-box assembly will be installed. The door to the Canada Post delivery area must be fitted with a specific model of deadbolt. This is because Canada Post will supply a key cylinder made specifically for the Canada Post key that will fit inside the deadbolt purchased by the developer.

Numbering

- Compartments should be numbered vertically and left to right on the delivery side of the boxes

Grade-level Components

- If the development includes grade level retail or residential units, please take note that door-to-door delivery will not be provided to these units. Canada Post is happy to install a Community Mailbox to provide service to these units. Please coordinate a location with the Canada Post Delivery Planner for the area. If there is no room on the property for the Community Mailbox, service can be provided via another Community Mailbox in the area. Options to service the units from the tower (lobby) lock-boxes or via a front-loading lock box erected on the outside of the building can also be discussed with the Delivery Planner.

TRANSPORTATION PLANNING – ELARA MEHRILOU

Land Conveyance

Not Applicable

Corner Cut-Off

Not Applicable

Sidewalk

Not Applicable

Parking

All parking must comply with ZBL 8600.

Transportation Impact Study

Not Applicable.

Access

All accesses shall conform to the TAC Geometric Design Guide for Canadian Roads and the City of Windsor Standard Engineering Drawings.

- All proposed driveways must be 7-9 metres total at the property line (minimum 3.5m/lane, maximum 4.5m/lane) with maximum 1 metre flare each side. Site plan must be revised to reflect this requirement.
- Minimum 6 metres width must be provided for aisle to operate as two-way; site plan must be revised to reflect this requirement.

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.

SITE PLAN CONTROL

The development as proposed, 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>

FORESTRY – MARC EDWARDS

The Forestry Department have no issue with the Zoning Bylaw Amendment.

Forestry requests the opportunity to review future landscaping plans in order to provide comment and suggestion regarding new tree species selection, stock types and long -term tree care that would enhance tree survival, performance and aesthetics on-site and would maximize future on-site Tree Canopy and City-wide Tree Canopy Resilience.

ZONING COORDINATOR – CONNER O’ROURKE

- **Current Zoning Designation:** Residential District 1.4 (RD1.4)
- **Proposed Zoning Designation:** Residential District 2.2 (RD2.2)

- **Proposed Use:** Townhomes – permitted in RD2.2

- **Section 5 – General Provisions**
 - o Complies

- **Section 11.2.5 – Residential District 2.2**
 - o **Minimum Lot Width:**
 - 20.0m (Required)
 - 40.7m (Provided)
 - o **Minimum Lot Area:**
 - 1200.0m² (Required)
 - 2015.2m² (Provided)
 - o **Maximum Lot Coverage:**
 - 45.0% (Required)
 - 32.6% (Provided)
 - o **Maximum Main Building Height:**
 - 9.0m (Required)
 - To be provided by applicant
 - o **Minimum Front Yard Depth:**
 - 6.0m (Required)
 - 7.6m (Provided)
 - o **Minimum Rear Yard Depth:**
 - 7.50m (Required)
 - 21.15m (Provided)
 - o **Minimum Side Yard Depth:**
 - 1.20m (Required)
 - 1.20m (Provided)

- **Section 24 – Parking, Loading and Stacking Provisions**
 - o **Required Number of Parking Spaces:**
 - 15 (Required)
 - 15 (Provided)
 - o **Required Number of Visitor Parking Spaces:** [24.22.1]
 - 2 (Required)

- 0 (Provided)
- **Required Number of Type A Accessible Parking Spaces:**
 - 1 (Required)
 - 2 (Provided)
- **Required Number of Type B Accessible Parking Spaces:**
 - 0 (Required)
 - 0 (Provided)
- **Minimum Size of Type A Accessible Parking Space:** [24.24.10]
 - 3.5 metres by 5.5 metres (Required)
 - 3.4 metres by 5.5 metres (Provided)
- **Access Aisle:**
 - Complies
- **Curb Cut or Ramp for Accessible Parking Space:** [24.24.20]
 - .1 Where a parking area is bounded by perimeter curbing which separates the principal pedestrian entrance of a building from the parking area, there shall be provided and maintained at least one curb cut or ramp
 - .2 The curb cut or ramp shall be designated and located to provide unobstructed access between an accessible parking space and the principal pedestrian building entrance
- **Required Number of Bicycle Parking Spaces:** [24.30.1]
 - 2 (Required)
 - 0 (Provided)
- **Section 25 – Parking Area Provisions**
 - **Collector Aisle:** [25.5.40.3]
 - A collector aisle that has a length of less than 50.00m shall have a minimum width of 6.00m for the entire length of the collector aisle.

RIGHT-OF-WAY – MARK SCHAFFHAUSER

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-222.
 - Show existing driveway approach and extent of removal.
 - City sidewalk to extend through the driveway.
 - Contact City Forester for removal of City trees within Right-of-Way
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.
3. **Proper Agreement for Access and/or Services** – If any portion of the driveway or sewer connections will be shared with the adjacent property, said items must be identified on the drawing.
 - Modify drawings to identify shared accesses/services with adjacent property.

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

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.

Sewer Connections – The site is serviced by a 250mm sanitary sewer and a 1200mm sewer located within the Cabana Road West 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 Andrew Boroski, of this department at aboroski@citywindsor.ca

ENBRIDGE – SANDRO AVERSA

After reviewing the provided information, and consulting our mapping system, please note that Enbridge Gas has active infrastructure within the proposed area. A PDF drawing have 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

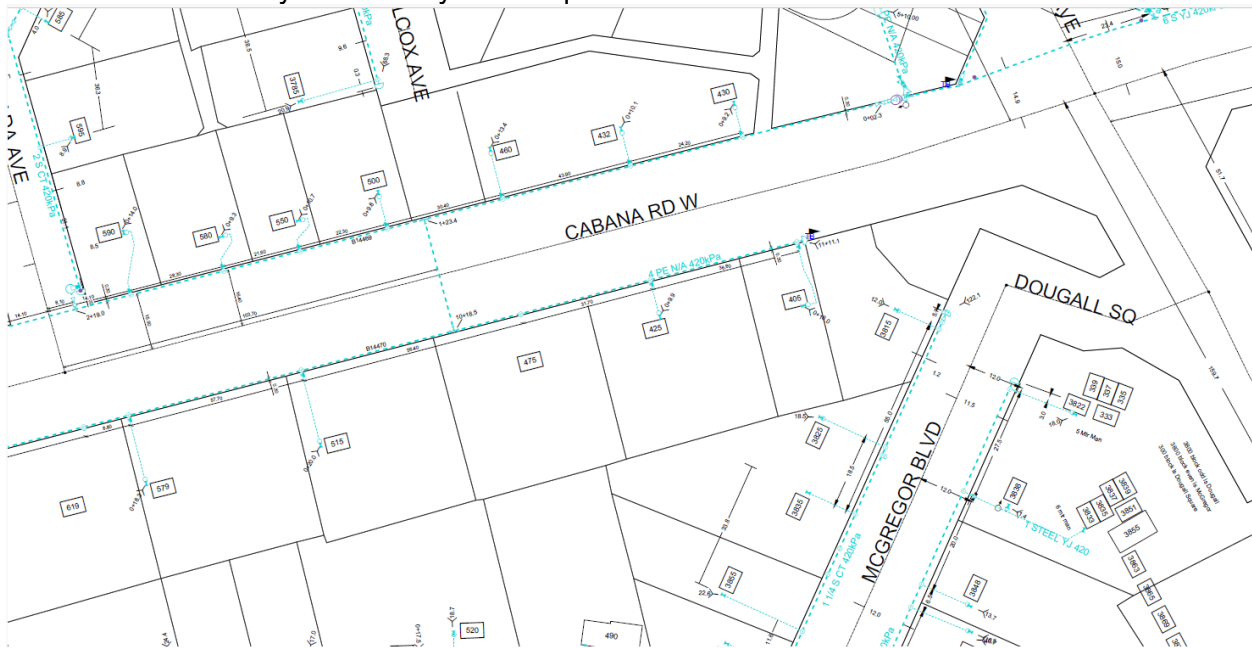
Enbridge Gas requires a minimum separation of 0.6m horizontal and 0.3m vertical from all our plant less than NPS 16 and a minimum separation 1.0m horizontal and 0.6m vertical between any CER-regulated and vital pipelines. For all pipelines (including vital pipelines), when drilling parallel to the pipeline, 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 any job, any pipe is found that is not on the locate sheet and conflicts with your work, please call our emergency number (1-877-969-0999), and one of our Enbridge representatives will respond to determine if that plant is in fact live or dead.
- Please note that our Enbridge Gas representative will respond to the live or dead call within 1-4 hours, so please plan your work accordingly.

Please contact me if you have any further questions or concerns.



LANDSCAPE ARCHITECT – RYAN UPTON

As requested, the materials for the file titled above have been reviewed. Please see comments below.

An outdoor amenity area should be provided.

Significant, rare, or good conditioned trees that are removed shall be replaced at a diameter-for-diameter ratio or compensated in the form of cash-in-lieu.

At the Site Plan Control stage, the Applicant will be required to submit:

1. A Tree Inventory and Preservation Plan
2. A Landscape Plan prepared by an OALA Landscape Architect
3. A Photometric Plan and Light Fixture Data Sheets prepared by a qualified Lighting Engineer or Consultant

If you have any questions or concerns, please feel free to contact me.

ENWIN

HYDRO ENGINEERING: Jerry Raniwsky

No Objection to Zoning Bylaw Amendment

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.

WATER ENGINEERING: Bruce Ogg

ENWIN Water has no objections. The existing water service is to be replaced to accommodate the proposed development.

DEVELOPMENT ENGINEERING – DANIEL LOPEZ

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

Sewers

The site may be serviced by a 250mm PVC sanitary sewer and a 1200mm RCP storm sewer located within Cabana Road West 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 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 predevelopment levels. This will include, at a minimum:

- Submission of stormwater management review fee,
- Stormwater management report stamped by a professional engineer
- Site servicing drawings stamped by a professional engineer
- Stormwater management 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>

A Functional Servicing Report dated April 3, 2025, from Baird AE has been received. Although it was not a requirement for this application, it has been reviewed. Comments have been provided to Baird AE regarding specific design parameters required for the stormwater management plan.

Right-of-Way

Cabana Road West is classified as Class 2 Arterial Road according to the Official Plan requiring a right-of-way width of 32 metres; the current right-of-way width of 30.5 metres is sufficient therefore, no conveyance is required at this time.

In summary we have no objection to the proposed development.

If you have any further questions or concerns, please contact Daniel Lopez, of this department at dlopez@citywindsor.ca

Council Report: C 108/2025

Subject: ZBA Application – 619 Cabana Rd W Z 013-25 (ZNG/7307) - Ward 1

Reference:

Date to Council: October 6, 2025
Author: Frank Garardo, *MCIP, RPP*
Planner III – Policy & Special Studies
(519) 255-6543 x 6446
fgarardo@citywindsor.ca

Author: Diana Radulescu
Planner II – Development Review
(519) 255-6543 x 6918
dradulescu@citywindsor.ca
Planning & Building Services
Report Date: 8/6/2025
Clerk's File #: ZB/15008

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:

x. SOUTH SIDE OF CABANA ROAD WEST, BETWEEN DOUGALL AVENUE AND MCGRAW AVENUE

For the lands comprising of the west Part Lot 5, Registered Plan 1478, a *Multiple Dwelling* containing up to 6 dwelling *units* shall be an additional permitted *main use*, and the following additional provisions shall apply to a *Multiple Dwelling* containing up to 6 dwelling *units*:

- | | |
|---|--------------------|
| a) <i>Lot Width: minimum</i> | 15.0 m |
| b) <i>Lot Area: minimum</i> | 540 m ² |
| c) <i>Lot Coverage: maximum</i> | 35.0% |
| d) <i>Building height: maximum</i> | 9.0 m |
| e) <i>Front Yard Depth: minimum / maximum</i> | 6.0 m / 7.0 m |
| f) <i>Rear Yard Depth for main building: minimum</i> | 20.0 m |
| g) <i>Side Yard Width: minimum</i> | 1.20 m |
| h) In any required front yard, a parking space is prohibited. | |

- i) Notwithstanding Section 25.5.20.1.5, the *minimum* parking area separation from a *building* wall in which is located a main pedestrian entrance facing the *parking area* shall be 1.5 m.
- j) A *screening fence* with a *minimum* height of 1.8 m shall be provided along the south *lot line*.
- k) A landscaped area with a minimum width of 2.0 m shall be provided abutting the south *lot line*.
- l) A minimum of 50% of the north exterior wall elevation shall be covered in masonry, brick or any combination thereof. A minimum of 35% of east and west exterior wall elevations shall be covered in masonry, brick or any combination thereof.

[ZDM 9; ZNG/7307]

- II. THAT Zoning By-law 8600 **BE FURTHER AMENDED** by changing the zoning of the west Part Lot 5, Registered Plan 1478, situated on the south side of Cabana Road West between Dougall Avenue and McGraw Avenue, from RD1.4 to RD1.4x(x).
- III. THAT when Site Plan Control is applicable:
 - A. Prior to the submission of an application for site plan approval, at the discretion of the City Planner, Deputy City Planner, or Site Plan Approval Officer:
 - 1. Those documents submitted in support of the application for amendment to the Zoning By-law 8600 **BE UPDATED** to reflect the site plan for which approval is being sought, and any comments from municipal departments and external agencies included in Appendix D.

Executive Summary:

N/A

Background:

Application Information

Municipal Address: 619 Cabana Rd W **Roll Number:** 080-100-10900

Ward: 1 **Planning District:** Roseland **Zoning District Map:** 9

Applicant/Agent: Tracey Pillon-Abbs (Pillon-Abbs Inc.)

Owner: Peter Botros

Proposal:

The applicant proposes to construct three buildings with six dwelling units each for a total of 18 dwelling units. The proposed buildings will be 9 m in height (3-storeys). On-site parking for a total of 26 spaces is proposed to be shared by all buildings and located at the rear of the Site. Parking will include marked visitor and barrier free spaces. A total of 9 bicycle parking spaces are proposed.

The applicant requests to amend the current RD1.4 zone to a site-specific zone RD2.2 in order to permit a multiple dwelling with 5 or more dwelling units with reduced minimum lot width for each proposed building.

The subject property is vacant. It previously contained a single detached residential dwelling with attached garage and in-ground outdoor pool.

The development as proposed is subject to Site Plan Control. All plans and elevations are conceptual and subject to change.


Site Information

OFFICIAL PLAN	ZONING	CURRENT USE	PREVIOUS USE
Residential	Residential District 1.4 (RD1.4)	Vacant	Residential
LOT WIDTH	LOT DEPTH	LOT AREA	LOT SHAPE
43.5 m	45.7 m	1,991.6m ²	Rectangular
<i>All measurements are provided by the agent and are approximate.</i>			

KEY MAP - Z-013/25, ZNG/7307

● SUBJECT LANDS

NEIGHBOURHOOD MAP - Z-013/25, ZNG/7307

 SUBJECT LANDS

Neighbourhood:

Section 2.0 in the PRR provides an overview and photos of the site and the surrounding land uses. Appendix B includes site images.

The subject parcel is located in a residential area consisting of low to medium density dwellings. A mix of commercial uses are located along Dougall Ave to the east. There is nearby shopping in the form of plazas and malls, medical facilities, as well as employment, places of worship, and local amenities.

There are several educational opportunities nearby including Roseland Public School, Southwood Public School, St. Gabriel Catholic Elementary School and École élémentaire Louise-Charron. Parks and recreational opportunities exist near the subject parcel including Roseland Golf and Curling Club, Capri Pizzeria Recreation Complex, Central Park, Curry Park and Avon Court Park.

Major institutional uses include the St Clair College campus located to the southwest.

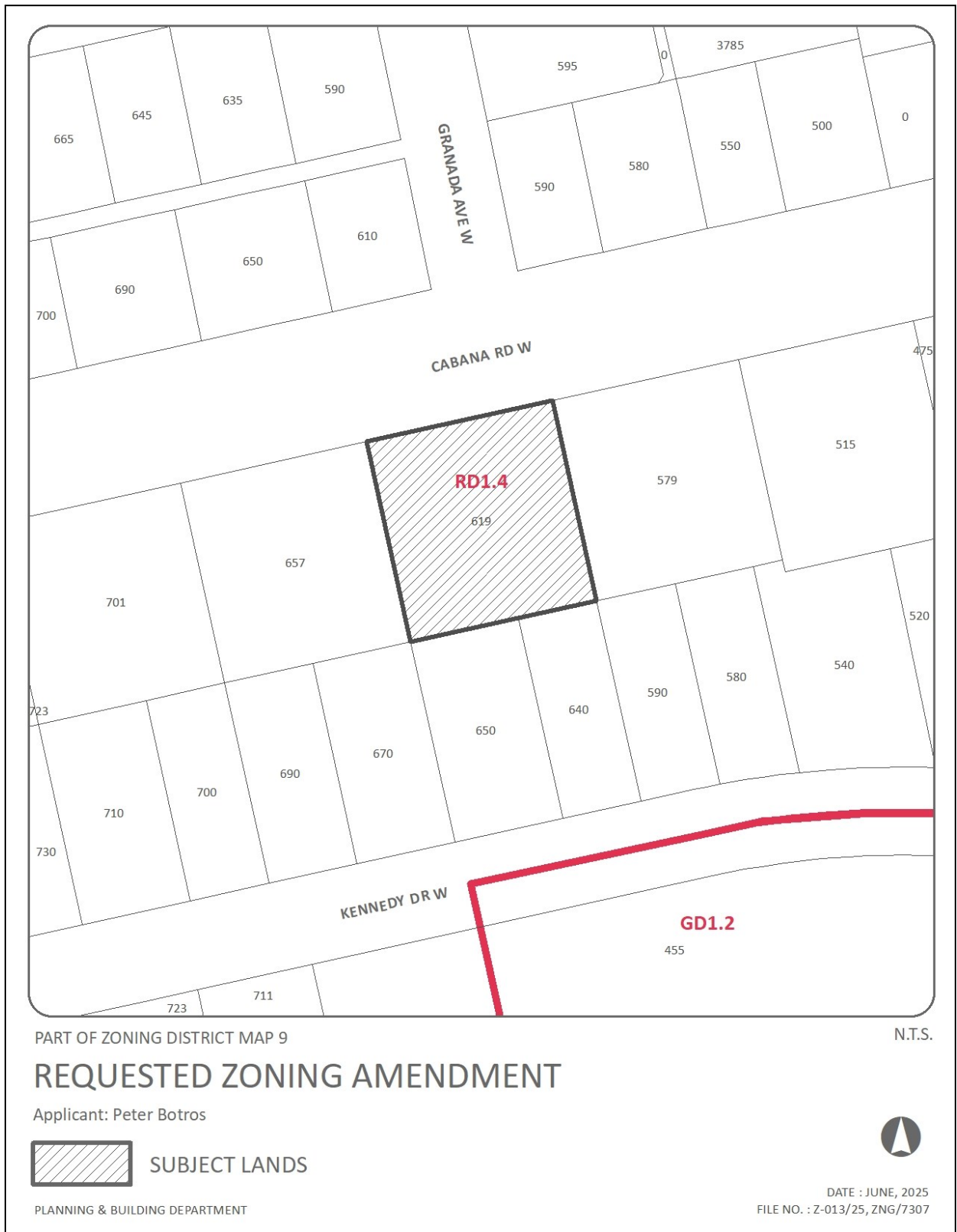
The nearest library is the Windsor Public Library's Budimir Branch 2 km to the north.

Cabana Rd W is classified as a Class I Arterial Road as per *Schedule F: Roads and Bikeways*, with sidewalks on both sides of the street and no on-street parking. Active transportation is available in the form of buffered bike lanes on Cabana Rd W.

This area is served by Transit Windsor's South Windsor 7 route, which operates with a peak weekday frequency of 30 minutes. As part of Transit Windsor's City Council approved 2025 Service Plan, the South Windsor 7 route will be replaced by a new secondary route known as Route 240. Route 240 will have a peak weekday frequency of 30 minutes and is proposed to be implemented September 2025. The closest existing bus stop to this property is located on Cabana at Grenada southeast corner. This bus stop is approximately 110 metres from this property falling within Transit Windsor's 400 metre walking distance guidelines to a bus stop. This will be maintained with Route 240 and Transit Windsor's City Council approved Transit Master Plan.

The subject site is serviced by a 250mm sanitary sewer and a 1200mm sewer located within the Cabana Road West Street right-of-way.

Figure 3: Subject Parcel – Rezoning



Discussion:

All application materials are available on the City of Windsor [website](#).

Planning Rationale Report (Pillon Abbs Inc. – June 18, 2025)

The Planning Rationale Report (PRR), attached as Appendix C notes that *“The proposed development has been designed to be compatible with the existing built-up area.”* and *“will help diversify housing options in the surrounding neighbourhood”*. that *“the proposal represents an efficient development pattern that optimizes the use of land.”* The PRR further notes that *“the proposal represents good planning as it addresses the need for the City to provide infilling, which contributes to a new housing choice and intensification requirements set out in the PPS and the OP.”*

The PRR concludes that *“that the proposed development is consistent with the PPS, conforms with the intent and purpose of the OP and ZBL and represents good planning.”* The Planning Department generally concurs with the PRR.

Urban Design Study (Oakview Land Use Planning – May 16, 2025)

The Urban Design Study notes that *“the development is positioned on the lot in such a way to be sensitive to the existing low-profile development to the east and west to minimize impact on privacy and maintain an increased buffer from the development to the South along Kennedy.”* and further that *“enhanced landscaping and screening on all sides of the development to safeguard privacy and visual impact and present a positive visual impact along the Cabana Road streetscape.”*

The Study notes that *“the proposal is encouraged to implement the design recommendations outline in the Design Prospective section, including entrance position or design, roof line, stairs and accessibility.”* These design recommendations will be determined at Site Plan Control.

Transportation Impact Statement (RC Spencer Associates Inc – May 15, 2025)

The Traffic Impact Statement was reviewed by the City of Windsor Transportation Planning department. It was noted that, other than the requested change of location access onto Cabana Rd W (noted in Appendix D – Consultation Comments), the Transportation Planning department did not identify any major concerns with the development as proposed.

Stormwater Management Study Report (Haddad Morgan & Associates Ltd. – May 8, 2025)

The Stormwater Management Study Report was reviewed by the City of Windsor Engineering department and it was noted that the report demonstrates that the stormwater flows from the three proposed buildings will be restricted to the predevelopment flow rate and that no adverse impacts are expected on the surrounding areas resulting from the proposed development (see Appendix D).

Tree Survey and Preservation Plan (Bezaire Partners – June 2024)

The Tree Survey noted that there are five trees in poor condition, one tree in fair condition and ten trees that are in good condition. The Tree Survey recommended

removing the thirteen trees in fair, poor and good condition for the proposed development. A landscape plan will be a requirement of Site Plan Control.

Provincial Planning Statement (2024)

The Provincial Planning Statement (PPS) provides direction on matters of provincial interest related to land use planning and development and sets the policy foundation for regulating the development and use of land in Ontario.

Policy 2.2 requires that an *“appropriate range and mix of housing options and densities”* be provided by *“permitting and facilitating...all housing options required to meet the social, health, economic and well-being requirements of current and future residents...and all types of residential intensification ... development and introduction of new housing options within previously developed areas”*.

Policy 2.3.1 provides general policies for settlement areas. Growth should be focused in the settlement area. Land use patterns should be based on the efficient use of land and resources, optimizing existing and planned infrastructure, support active transportation, and be transit supportive.

Policy 2.4.1 provides general policies for Strategic Growth Areas including corridors; *Planning authorities are encouraged to identify and focus growth and development in strategic growth areas.* Planning authorities should: *prioritize planning and investment for infrastructure and public service facilities in strategic growth areas; identify the appropriate type and scale of development in strategic growth areas and the transition of built form to adjacent areas; permit development and intensification in strategic growth areas to support the achievement of complete communities and a compact built form;*

The proposed multi-unit dwellings represents a housing option that will meet the various requirements of current and future residents, is a type of residential intensification, and promotes the efficient use of land, resources, and infrastructure, and supports active transportation. The proposed amendment will provide for intensification in a strategic growth area while acknowledging appropriate type and scale. The proposed amendment is consistent with Policy 2.2, Policy 2.3.1 and Policy 2.4.1

The agent indicates that the objectives of the PPS 2024 have been considered and have provided their professional planning opinion and concept design for the project site. These objectives are discussed in the PRR. Planning & Development Services generally concurs with this and is of the opinion that the proposed amendment to Zoning Bylaw 8600 is consistent with the PPS 2024.

City of Windsor Official Plan

The subject property is located within the Roseland Planning District in *Schedule A – Planning Districts & Policy Areas* of Volume I and located within the “Mixed Use Corridor” designation in *Schedule D – Land Use Plan*. The following policies information is considered relevant in discussing this amendment’s conformity with the Official Plan

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)

The proposed zoning amendment will provide for residential intensification to an area in the City where transportation, municipal services, community facilities and goods and services are readily available.

6.5.3 Mixed Use Corridor

Council will encourage Mixed-Use Corridor development to provide a continuous street frontage and presence. Accordingly, development along a Mixed-Use Corridor shall be: (Policy 6.5.3.3)

- *(a) no more than four storeys in height, except on lands at an intersection of any combination of the following roads: Class I Arterial Road, Class II Arterial Road, Class I Collector Road, or Class II Collector Road. The height of buildings shall generally not exceed the width of the road right-of-way abutting the development site;*
- *(c) Encouraged to locate the buildings at the street frontage lot line with parking accommodated at the rear of the site.*

The proposal will be a multiple dwelling at three storeys in height and parking will be accommodated at the rear of the site.

On September 8, 2025, Council approved Official Plan Amendment (OPA) 196 to revise the land use designation along Cabana Road West (from Rankin Avenue to Dougall Avenue) from Mixed Use Corridor to Residential Corridor, while establishing a Mixed Use Node at the intersection of Cabana Road and Dougall Avenue. At the time this report was written, the Official Plan land use designation change had not yet received final approval. However, staff have reviewed the proposed changes against the recommended policies and confirms the proposal conforms with these policies.

Neighbourhood Involvement

Council will encourage the improvement of areas designated as Mixed-Use Corridor Commercial Corridor to be undertaken in consultation with the surrounding neighbourhood. (Policy 6.5.3.11)

Pre-consultation for this amendment occurred prior to the Planning Department requiring applicants to host an open house for neighbouring property owners.

Design Guidelines

The following guidelines shall be considered when evaluating the proposed design of a Mixed Use Corridor development (Policy 6.5.3.8):

- (a) the ability to achieve the associated policies as outlined in the Urban Design chapter of this Plan;*
- (b) the provision of appropriate landscaping or other buffers to enhance:*
 - (i) all parking lots, and outdoor loading and service areas; and*
 - (ii) the separation between the use and adjacent sensitive uses, where appropriate;*

Chapter 8: Urban Design

Council will ensure that proposed development within an established neighbourhood is designed to function as an integral and complementary part of that area's existing development pattern by having regard for: (a) massing; (b) building height; (c) architectural proportion; (d) volumes of defined space; (e) lot size; (f) position relative to the road; (g) building area to site area ratios (Policy 8.7.2.3).

The proposed multiple dwelling represents a complementary and compact form of housing, redevelopment, and intensification that is located near active and public transportation. Public consultation was taken into consideration and the proposed zoning amendment will permit an increase in density, while providing adequate transition between abutting properties using an appropriate amount of setbacks and buffering (ie screening and landscaping).

The proposed amendment to Zoning By-law 8600 will conform to the general policy direction of the Official Plan. Planning and Development Services generally concurs with the Official Plan analysis in Section 5.1.2 of the PRR submitted by the Applicant.

Zoning By-Law 8600

The subject land is zoned Residential District 1.4 (RD1.4) which does not include a multiple dwelling as a permitted use. The applicant is requesting a rezoning to Residential District 2.2 (RD2.2) in order to permit a multiple dwelling as an additional permitted use with reduced lot width for each of the three proposed buildings (to facilitate a future severance).

The Applicant's request for a change in zoning to RD 2.2 with site-specific provisions is supported in principle. However, Planning Staff recommend to maintain the existing RD1.4 zone and add a site-specific exception that allows the development to proceed as proposed. Below is a discussion of relevant additional provisions.

Zoning Regulations:

Minimum Lot Width and Area: Site specific provision a) provides for a reduced lot width that would facilitate future severances for each multiple dwelling (subject to Committee of Adjustment approval). This provision also ensures that a maximum of three buildings with up to 6 units are built on the subject land. Site specific provision b)

stipulates a minimum lot area that would facilitate the proposed development and potential future severances.

Building Height: The proposed zoning amendment would permit three-storey multiple dwellings and is consistent in height to what is permitted within the abutting low-profile land use designations.

Setbacks: The proposal will ensure the buildings are located closer to Cabana and provide for adequate separation from abutting parcels. Furthermore, to assist with landscaping, and building separations, administration is recommending a screening fence and landscape buffer to be located along the South property line. The proposed zoning setbacks are consistent to the current permitted setbacks on the subject and surrounding low-profile parcels.

Parking Provisions: The development has provided 26 parking spaces, including 3 barrier free spaces for the proposed 18 residential units. The current zoning provisions for the subject parcel would require a minimum of one (1.25) parking spaces per dwelling unit for a multiple dwelling. The proposal will comply to all parking standards. Site specific provision h) prohibits parking in the front yard, thereby situating the multiple dwellings closer to the street. Site specific provision i) ensures that parking area separation from a building wall with a main pedestrian entrance meets Accessibility for Ontarians with Disabilities Act (AODA) standards.

Section 5.1.3 of the PRR outlines that the proposed development complies with all other applicable zoning provisions. Planning and Development Services is of the opinion that there are no adverse impacts as a result of the proposed development.

Site Plan Control

The proposed multiple dwellings are subject to Site Plan Control.

Consultations:

A virtual Open House was held on April 25, 2024. Notification of this meeting was distributed to residents and property owners within 200m of the subject site. In addition to the Applicant, applicant representatives and City Staff, 27 residents attended the Open House. Details of the Open House are summarized in Section 3.2 of the PRR.

Comments received from municipal departments and external agencies are attached as Appendix D. Statutory notice was advertised in the Windsor Star. A courtesy notice was mailed to property owners within 200m of the subject lands. Submitted documents were posted on the City of Windsor [website](#).

Risk Analysis:

N/A

Climate Change Risks

Climate Change Mitigation:

The subject land is located within an existing neighbourhood on existing municipal services, therefore reducing the impacts of climate change by locating within the

existing built-up area. In general, residential intensification minimizes the impact on community greenhouse gas emissions as these developments create complete communities and neighbourhoods while using available infrastructure such as sewers, sidewalks, and public transit.

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. The proposed development of three multiple dwellings provides an opportunity to increase resiliency for the development and surrounding area through supporting a complementary and compact form of housing, redevelopment, and intensification that is near existing and future transit and active transportation options.

Financial Matters:

N/A

Conclusion:

The *Planning Act* requires that a decision of Council in respect of the exercise of any authority that affects a planning matter, “*shall be consistent with*” Provincial Planning Statement 2024. Based on the supporting documents submitted by the Applicant and the analysis in this report, it is our opinion that the requested amendment to Zoning By-law 8600 is consistent with the PPS 2024 and is in conformity with the City of Windsor Official Plan.

The proposed amendment permits three multiple dwellings with up to 6 units each which is compatible with low profile residential uses in the surrounding neighbourhood, as well as planning policies. The proposed development represents a modest increase in density and provides an opportunity for residential intensification, while also supporting a complementary form of housing located near multimodal transportation options.

The recommendation to amend Zoning By-law 8600 constitutes good planning. Staff recommend approval.

Planning Act Matters:

Frank Garardo MCIP, RPP

Planner III – Policy & Special Projects

Diana Radulescu

Planner II – Development Review

I concur with the above comments and opinion of the Professional Planners.

Laura Diotte, MCIP, RPP

Manager of Development Applications

Neil Robertson, MCIP, RPP

City Planner

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

Approvals:

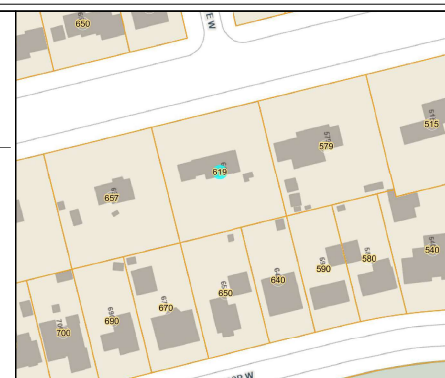
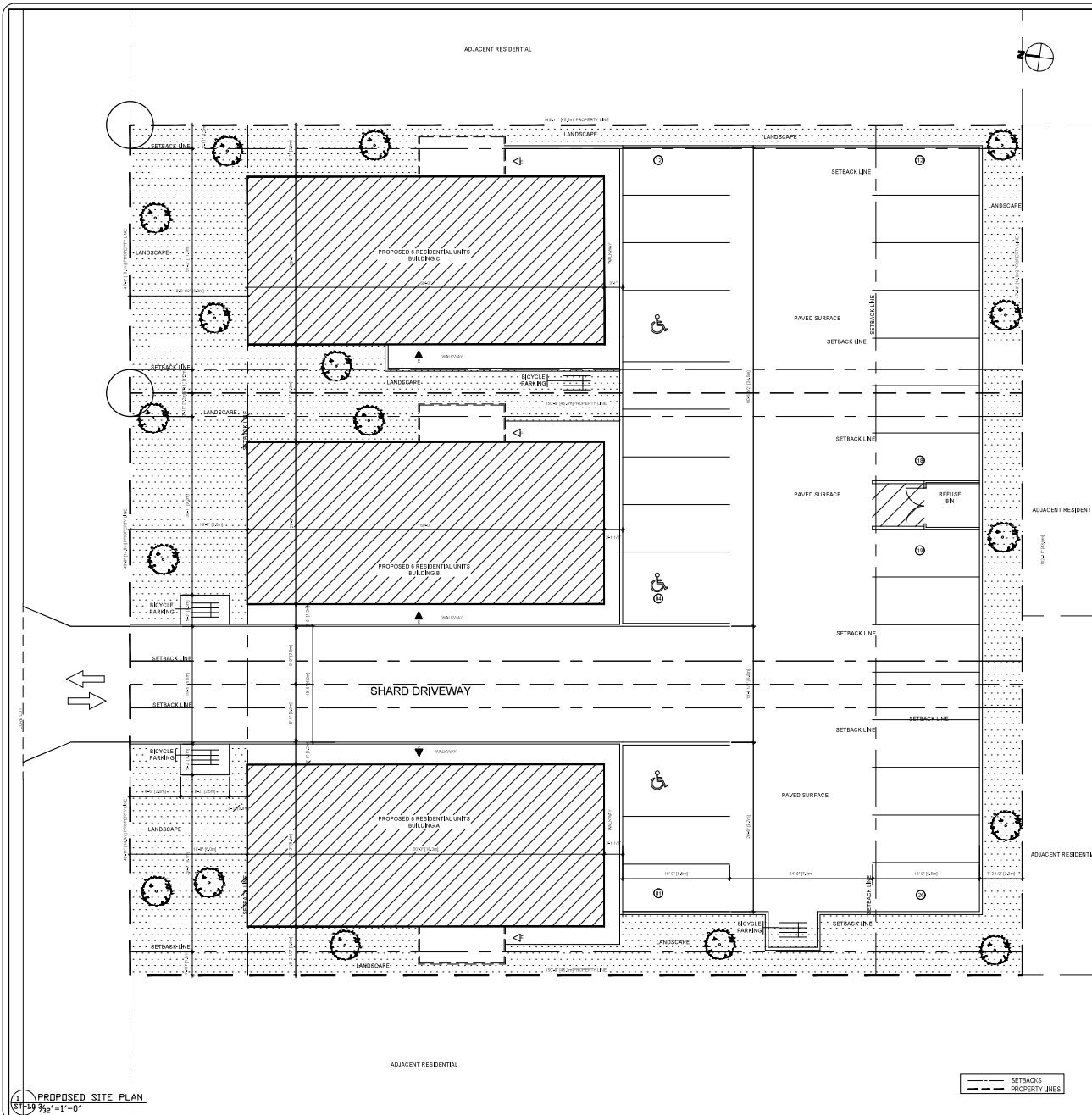
Name	Title
Laura Diotte	Deputy City Planner – Development (A)
Aaron Farough	Senior Legal Counsel, Legal & Real Estate
Neil Robertson	City Planner
Jelena Payne	Deputy CAO/Commissioner, Economic Development
Ray Mensour	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

1. Appendix A – Conceptual Site Plan, Elevations, Floor Plans
2. Appendix B – Site Images
3. Appendix C – Planning Rationale Report
4. Appendix D – Consultations



PROPOSED ZONING: RD2.2

CLASSIFICATION OF BUILDING: Group C, up to 4 STOREYS NONCOMBUSTIBLE CONSTRUCTION

AREA (BUILT UP AREA)

BUILDING	FLOORS	AREA (sqft)
BUILDING A	16-30th FLOORS @	1,700 sqft
	SUB-TOTAL (3 FLOORS)	5,100 sqft
BUILDING B	16-30th FLOORS @	1,650 sqft
	SUB-TOTAL (3 FLOORS)	4,950 sqft
BUILDING C	16-30th FLOORS @	1,650 sqft
	SUB-TOTAL (3 FLOORS)	4,950 sqft
TOTAL FOR ALL FLOORS		15,000 sqft

COVERAGE: 23%

LANDSCAPE OPEN: 26.3%

ESTIMATE UNIT PER BUILDING

BUILDING	UNITS
BUILDING A (3 STOREYS)	6 UNITS
SUB-TOTAL	6 UNITS
BUILDING B (3 STOREYS)	6 UNITS
SUB-TOTAL	6 UNITS
BUILDING C (3 STOREYS)	6 UNITS
SUB-TOTAL	6 UNITS
TOTAL	18 UNITS

REQUIRED PARKING: 18 X 1.25 = 22 PARKING SPACE EACH BUILDING

ACCESSIBLE PARKING TYPE A: 1 EACH BUILDING

Item	Site Data Matrix 3 Lots	OBC Reference
1	Project Description: 619 CABANA RD W ON Canada	X New Addition Alteration Change of Use
2	Zoning Proposed: Residential District RD2.2	Part 3 X Part 9 Part 11
3	Existing Land Use: Residential Unit	
4	Major Occupancy(s): Residential Units	
5	Building Classification: 3.2.2.44, Group C, up to 4 Storeys (each building)	
6	Site Area	Building Area (3 BUILDING) Gross Area (3 BUILDING)
	Existing: 1,991.6 sq.m	Existing: 1,0 sq.m
	Proposed: 6,0 sq.m	Proposed: 1,393.5 sq.m
	Total: 1,991.6 sq.m	Total (3 building): 1,393.5 sq.m
7	Lot Coverage	Minimum Lot Width Building Height
	Maximum: 45%	Required: 18m
	Provided: 23%	Provided: 14.9m
		Lot (C) 13.7m
8	Minimum Front Yard Depth	Minimum Rear yard Depth
	Required: 6m	Required: 7.5m
	Provided: 6m	Provided: PROVIDED
9	Parking	Bicycle Spaces
	Use Classification: 1.25 per unit	Existing: 0
	Existing: 0	Proposed: 0
	Required: 26	Required: 0
	Total: 26	Total: 0
10	Landscaped Area	Curbing Length
	Existing: N/A	Existing: 0.0
	Proposed: N/A	Proposed: 122m EACH
	Total: N/A	Total: 147m

Should archaeological deposits be found during construction activities, all work in the area must stop immediately and the City's Manager of Cultural Affairs and the Ontario Ministry of Tourism, Culture and Sport must be notified, and clearance given by the Ministry.

In the event that human remains are encountered during construction, 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 Ontario Ministry of Tourism, Culture and Sport and the Registrar of the Cemeteries Regulation Unit of the Ministry of Consumer Services must then be notified, and clearance given by the Ministry of Tourism, Culture and Sport.

A building shall not be located beneath existing above ground electrical conductors. Where a building is to be constructed in proximity to above ground electrical conductors, horizontal clearances

AVANT GROUP INCORPORATION

850 OUELLETTE AVE, WINDSOR, ON, N9A 4M9

Phone: 519 380-9838

Email: info@avantgroupinc.com

Website: https://avantgroupinc.com

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PROJECT TITLE

RESIDENTIAL UNITS
619 CABANA RD W, WINDSOR, ON

DRAWING TITLE

PROPOSED SITE PLAN
OPTION 1

NOTE

KEY PLAN

GENERAL NOTES:

1.00 NOT SCALE DRAWINGS

2. VERIFY ALL DIMENSIONS AND EXISTING CONDITIONS AS REQUIRED PRIOR TO BEGINNING 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 BYLAWS.

REVISION RECORD

NO.	DESCRIPTION	DATE
1	CLIENT REVIEW	2024-04-02
2	CLIENT REVIEW	2024-05-01
3	CLIENT REVIEW	2024-05-06
4	CLIENT REVIEW	2024-05-12

PROJECT NOTE

PROJECT NUMBER: 23-017

DATE: 2024-01-10

DRAWN BY: M.H.

CHECKED BY: M.H.

APPROVED BY: M.H.

SHEET SIZE: ARCH D (24" x 36")

SHEET NUMBER: ST-1.0

SCALE: AS NOTED

DO NOT SCALE DRAWING

The Architect noted above has exercised responsible control with respect to design activities. The Architect's Seal Number is the Architect's BCOR.

PROJECT TITLE

RESIDENTIAL UNITS
619 CABANA RD
WINDSOR, ON

DRAWING TITLE

FIRST AND SECOND
FLOOR PLANS

NOTE

- KEY PLAN
- GENERAL NOTES:
- DO NOT SCALE DRAWINGS
 - VERIFY ALL DIMENSIONS AND EXISTING CONDITIONS AS REQUIRED PRIOR TO BEGINNING AND COMMENCEMENT OF WORK.
 - COORDINATE ARCHITECTURAL, STRUCTURAL, MECHANICAL, AND ELECTRICAL DRAWINGS PRIOR TO COMMENCEMENT OF WORK.
 - IF ANY CONFLICTS AND/OR DISCREPANCIES ARISE, NOTIFY THE ARCHITECT/ENGINEER IMMEDIATELY, IN WRITING PRIOR TO PROCEEDING WITH ANY WORK.
 - ALL WORK SHALL COMPLY OR EXCEED THE REQUIREMENTS OF THE ONTARIO BUILDING CODE, FIRE CODE, PLUMBING CODE, ELECTRICAL CODE, AND LOCAL BYLAWS.

REVISION RECORD

NO.	DESCRIPTION	DATE
1	CLIENT REVIEW	2024-03-14
2	CLIENT REVIEW	2024-05-20
3	CLIENT REVIEW	2024-06-12

PROJECT NOTE

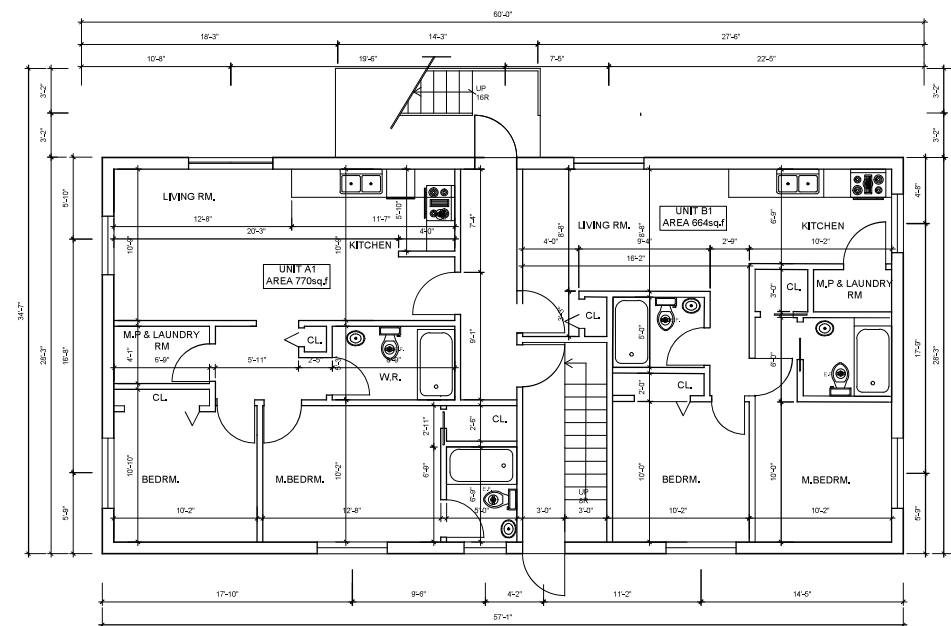
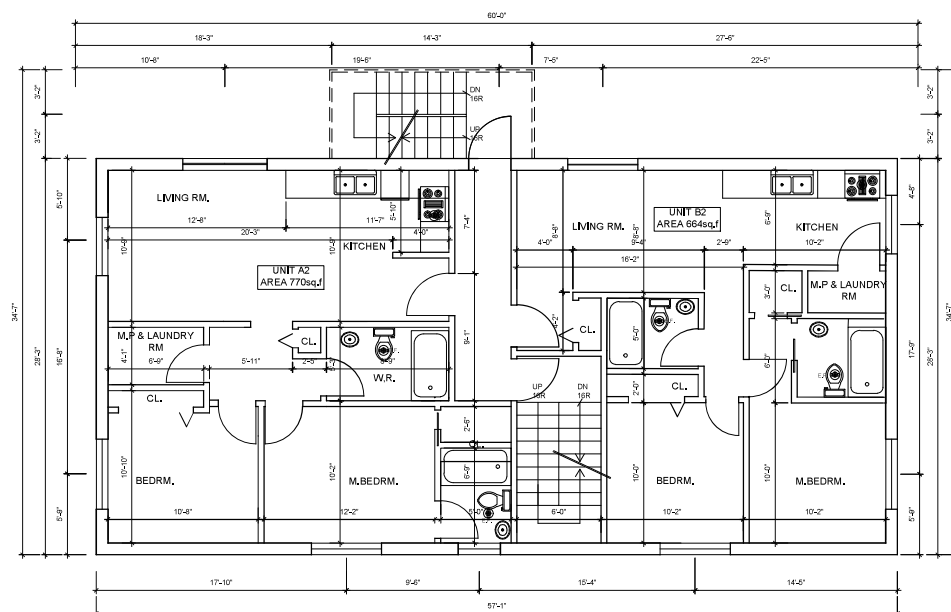
PROJECT NUMBER: 24-007
DATE: 2024-02
DRAWN BY: M.J.H.
CHECKED BY: M.J.H.
APPROVED BY: M.J.H.

SHEET SIZE:
ARCH D (24" x 36")

SHEET NUMBER:
A-1.0

SCALE: AS NOTED

DO NOT SCALE DRAWING



The Architect noted above has exercised responsible control with respect to design activities. The Architect's Seal Number is the Architect's BCOR.

PROJECT TITLE

RESIDENTIAL UNITS
619 CABANA RD
WINDSOR, ON

DRAWING TITLE

FIRST AND SECOND
FLOOR PLANS

NOTE

- KEY PLAN
- GENERAL NOTES:
1. DO NOT SCALE DRAWINGS
 2. VERIFY ALL DIMENSIONS AND EXISTING CONDITIONS AS REQUIRED PRIOR TO BEGINNING 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 BYLAWS.

REVISION RECORD

NO.	DESCRIPTION	DATE
1	CLIENT REVIEW	2024-03-14
2	CLIENT REVIEW	2024-05-20
3	CLIENT REVIEW	2024-06-12

PROJECT NOTE

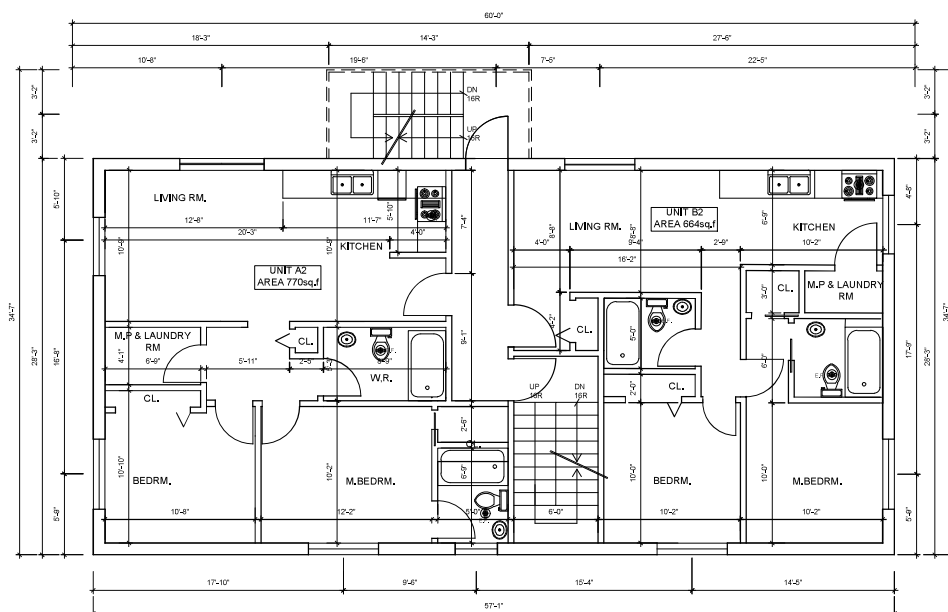
PROJECT NUMBER 24-007
DATE 2024-02
DRAWN BY M.J.H.
CHECKED BY M.J.H.
APPROVED BY M.J.H.

SHEET SIZE
ARCH D (24" x 36")

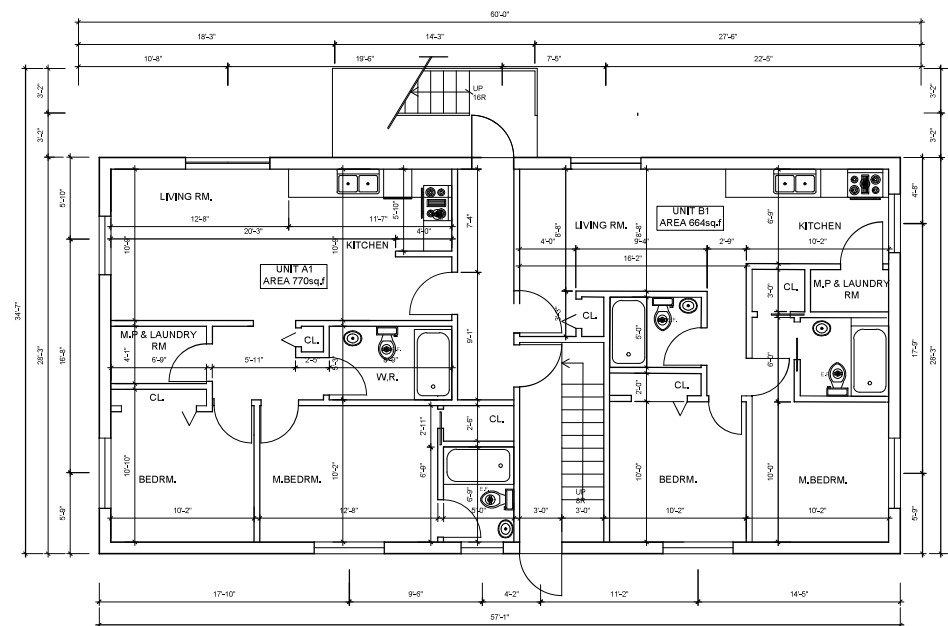
SHEET NUMBER
A-1.0

SCALE AS NOTED

DO NOT SCALE DRAWING



SECOND FLOOR
1/4"=1'-0"



FIRST FLOOR
1/4"=1'-0"

The Architect noted above has exercised reasonable control with respect to design activities. The Architect's Seal Number is the Architect's BC001.

PROJECT TITLE

RESIDENTIAL UNITS
619 CABANA RD
WINDSOR, ON

DRAWING TITLE

ELEVATIONS

NOTE

- KEY PLAN
- GENERAL NOTES:
1. DO NOT SCALE DRAWINGS
 2. VERIFY ALL DIMENSIONS AND EXISTING CONDITIONS AS REQUIRED PRIOR TO BEGINNING AND COMMENCEMENT OF WORK.
 3. COORDINATE ARCHITECTURAL, STRUCTURAL, MECHANICAL, AND ELECTRICAL DRAWINGS PRIOR TO COMMENCEMENT OF WORK.
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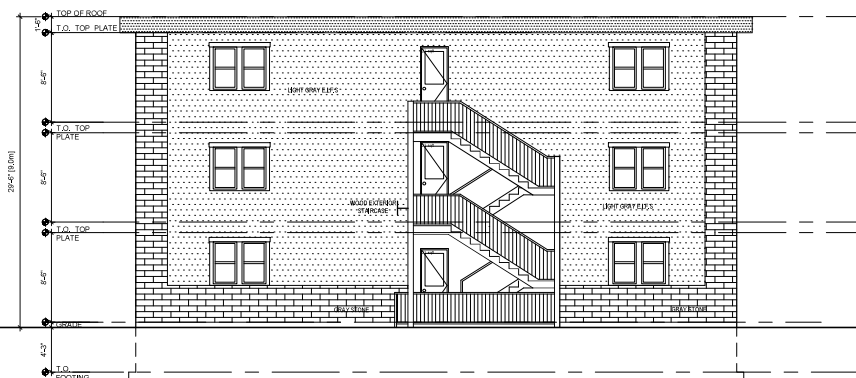
PROJECT NUMBER	24-007
DATE	2024-02
DRAWN BY	M.J.H.
CHECKED BY	M.J.H.
APPROVED BY	M.J.H.

SHEET SIZE
ARCH D (24" x 36")

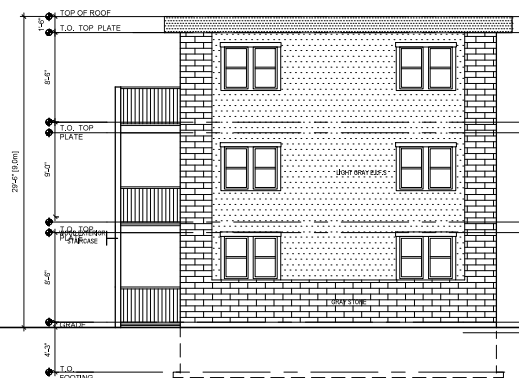
SHEET NUMBER
A-3.0

SCALE AS NOTED

DO NOT SCALE DRAWING



4 REAR ELEVATION
A-3.0 3/16"=1'-0"



3 SIDE ELEVATION
A-3.0 3/16"=1'-0"



1 FRONT ELEVATION
A-3.0 3/16"=1'-0"



2 SIDE ELEVATION
A-3.0 3/16"=1'-0"

Appendix B – Site Images



PLANNING RATIONALE REPORT

ZONING BY-LAW AMENDMENT PROPOSED RESIDENTIAL DEVELOPMENT

619 Cabana Road West,
Windsor, Ontario

June 18, 2025

Prepared by:



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Chatham, ON
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www.pillonabbs.ca

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1.0 INTRODUCTION

I have been retained by Peter Botros (herein the "Applicant") to provide a land use Planning Rationale Report (PRR) in support of a proposed development located at 619 Cabana Road West (herein the "Site") in the City of Windsor, Province of Ontario.

The Site is made up of one (1) parcel of land in Ward 1 in the Roseland Planning District.

The Site had a single detached dwelling, which has now been demolished.

It is proposed that the Site will be developed for residential purposes.

It is proposed to construct 3 new multiple dwellings with 6 residential units each for a total of 18 dwelling units.

Each dwelling will be located on its own lot.

The proposed buildings will be 3 storeys in height.

On-site parking for a total of 26 spaces is proposed to be shared by all buildings.

A total of 1 access is proposed from Cabana Road West, to be shared.

The Site has access to full municipal services.

Pre-consultation (stage 1) was completed by the Applicant. Comments dated March 22, 2024 (City File #PC-022/24) were received and have been incorporated into this PRR.

Pre-submission (stage 2) was completed by the Applicant. Comments dated November 1, 2024 (City File #PC-089/24) were received and have been incorporated into this PRR.

An application for a Zoning By-law Amendment (ZBA) is required in order to permit the proposed multiple dwellings, along with support studies.

Once the ZBA has been approved and prior to a building permit being issued for any construction or site alterations, the Applicant will proceed with a severance application to split the lots into 3 parcels of land. Easements will also be required.

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 PRR will show that the proposed development is suitable, 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 Description of Site and Ownership

The Site has been owned by Peter Botros (et al) since 2024. It is made up of one (1) square-shaped interior parcel of land located on the south side of Cabana Road West, west of Dougall Avenue and east of McGraw Avenue (see the area in red on Figure 1a – Site Location).



Figure 1a – Site Location (Source: City of Windsor GIS)

The Site is locally known as 619 Cabana Road West and is legally described as Part Lots 2, Plan 1478 Sandwich West, as in R1276551, PIN 01289-1482 LT (ARN 37-39-080-100-10900).

2.2 Physical Features of the Site

2.2.1 Size and Site Dimension

The entire Site, subject to the proposed development, consists of a total area of 1,991.6 m² (0.199 ha), with a total lot width of 43.5 m along Cabana Road West and a lot depth of 45.7 m.

2.2.2 Existing Structures and Previous Use

The Site recently had a single detached dwelling, which has now been removed (see Figure 1b – Site Street View).



Figure 1b – Site Street View, dwelling has now been removed (Source: Pilon Abbs Inc.)

The single detached dwelling (recently removed) was constructed in approximately 1951. The previous use of the Site is unknown.

2.2.3 Vegetation

The Site has an existing grassed area.

There are some mature trees located on the Site.

2.2.4 Topography, Drainage and Soil

The Site is flat, with a portion within the regulated area of the Essex Region Conservation Authority (ERCA).

The Site is part of the Turkey Creek subwatershed drainage area.

The Site is impacted by Source Water Protection and is within an Event Based Area (EBA).

The soil is made up of Brookstone Clay Sand – Spot Phase (B-s).

2.2.5 Other Physical Features

There is an existing vehicle driveway with access to Cabana Road West.

There is currently a pool and accessory structure in the rear yard of the Site.

There is fencing along the portions of the Site boundary.

2.2.6 Municipal Services

The property has access to municipal water, storm and sanitary services.

Cabana Road West is an east/west Class I Arterial Road.

There is no on-street parking along Cabana Road West.

There are streetlights, bike lanes and sidewalks.

Fire hydrants are located in the area.

The Site has access to transit with the closest bus stop located directly across the street from the Site (71 m), Stop ID: 1540 (Bus #7).

The Site is in close proximity to major transportation corridors, including Dougall Avenue Hwy 3, and Hwy 401.

2.2.7 Nearby Amenities

There are several schools nearby, including Roseland Public School, Southwood Public School and St. Gabriel Catholic Elementary School.

There are many parks and recreation opportunities in close proximity to the Site, including Roseland Golf and Curling Club, Central Park, Curry Park and Avon Court Park.

The nearest library is the Budimir Public Library.

There is nearby shopping in the form of plazas and malls, as well as employment, places of worship and local amenities.

2.3 Surrounding Land Uses

Overall, the Site is located in a residential area within an existing built up area in Ward 1 in the Roseland Planning District.

A site visit was undertaken on March 26, 2024. Photos were taken by Pillon Abbs Inc.

North – The lands directly north of the Site are used for residential use, with access from Cabana Road West (see Photo 1 - North).



Photo 1 – North (Source Pilon Abbs Inc.)

South – The lands directly south of the Site are used for residential use, with access from Kennedy Drive West (see Photo 2 - South).



Photo 2 – South (Sources Google Street View)

East – The lands east of the Site (beyond the alley) are used for residential use, with access from Cabana Road West (see Photos 3 - East).



Photos 3 – East (Source Pillon Abbs Inc.)

West – The lands west of the Site are used for residential I use, with access from Cabana Road West (see Photos 4 - West).



Photos 4 – West (Source Pillon Abbs Inc.)

3.0 PROPOSAL AND CONSULTATION

3.1 Development Proposal

The Site had a single detached dwelling, which has now been demolished.

It is proposed that the Site will be developed for residential purposes.

It is proposed to construct 3 new multiple dwellings with 6 residential units each for a total of 18 dwelling units.

A Concept Plan has been prepared (see Figure 2a – Concept Plan).

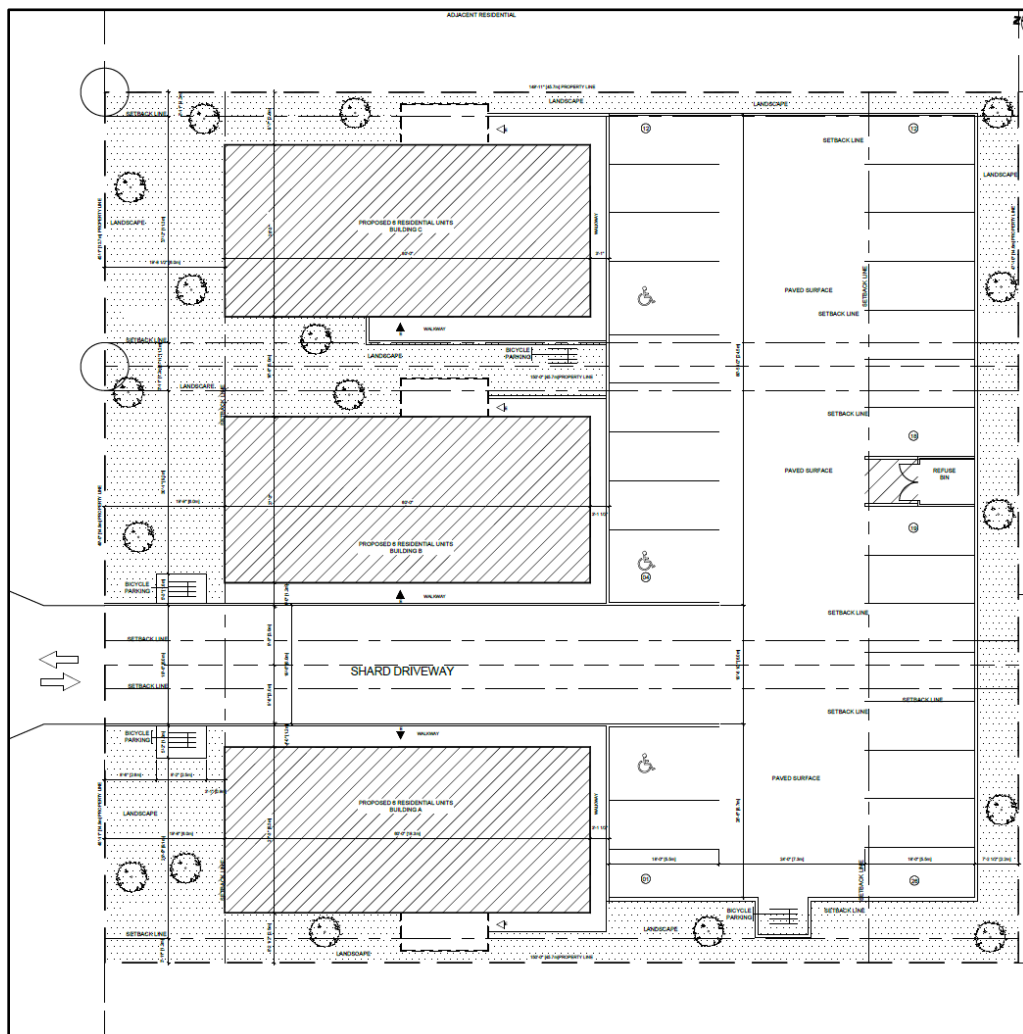


Figure 2a – Concept Plan

The concept plan illustrates a preliminary proposal.

Based on the size of the Site (0.199 ha), and the number of proposed residential units (18), the proposed gross density will be 90.45 units per hectare (uph).

Each dwelling will be located on its own lot.

The tenure of the units is proposed to be rental.

The proposed buildings will be 9.0 m in height (3-storeys).

Each building area will have the following gross floor area (GFA):

Building A – 696.77 m²

Building B – 557.42 m²

Building C – 557.42 m²

Elevations have been provided (see Figure 2b – Elevations).



Figure 2b – Elevations

The elevations illustrate a conceptual design of the proposed buildings, which is preliminary.

On-site parking for a total of 26 spaces is proposed to be shared by all buildings and located at the rear of the Site.

Parking will include marked visitor and barrier free spaces.

A total of 9 bicycle parking spaces are proposed.

A total of 1 access is proposed from Cabana Road West, to be shared.

Easements will be required to facilitate the shared parking and access.

Professional landscaping will be provided in the front, rear and sides of the proposed buildings.

Amenity areas will be provided, including private balconies and shared communal outdoor seating spaces.

Paved sidewalks and parking areas will be provided. There will be pedestrian connections from the municipal sidewalk to the building entrances.

Fencing will be provided along the east, west and south sides of the Site.

Waste management (garbage and recycling) will be brought to a fenced outdoor refuse located at the rear of the property.

The Site will be serviced with full municipal services, including water, storm and sewer.

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 (120 m radius) and property owners on Thursday, April 25, 2024, from 6:00 pm to 7:00 pm.

A total of 49 notices were mailed out.

The notice provides the following information:

It is proposed to demolish the existing dwelling and construct 3 new buildings with 6 dwelling units each for a total of 18 dwelling units. On-site parking for 7 spaces is proposed for each building and will be located at the rear. A total of 3 accesses are proposed from Cabana Road West

The open house provided members of the public with opportunities to review and comment on the proposed development.

In addition to the City of Windsor staff and the applicant representatives, a total of 27 people attended.

Emails were also received.

The following is a summary of the comments and responses from the public open houses:

Topic Item	Comments and Questions	Response
Concept Plan	<p>We personally find this proposal both offensive and insulting.</p> <p>We cannot support any aspect of this proposal.</p>	Residential use on the Site represents an efficient development pattern that optimizes the use of land.
Neighbourhood	<p>Blatant disrespect for existing surrounding neighbours.</p> <p>The destruction of the uniqueness of and quality of single family homes along this Cabana Corridor.</p>	The Site will provide for a new housing choice in an existing built-up area.
Building Size and Placement	<p>The sheer size and placement of proposed buildings on the lot.</p> <p>This is considered high density (profile).</p> <p>Parking should be located in front, and the building moved.</p> <p>Duplex or 4-plex would be a better option.</p> <p>This is just cramming housing.</p>	<p>The proposed height is 3 storeys, which is considered medium profile.</p> <p>The proposed height is appropriate for the Site. The building will be located close to the road in order to increase the rear yard setback from abutting residential uses.</p>
Traffic	<p>The inundation of a minimum of 21 vehicles flooding Cabana road and impacting egress and ingress to surrounding properties.</p> <p>Traffic is already bad in the area.</p>	<p>Cabana Road can accommodate the traffic.</p> <p>A TIS memo is required.</p>
Access	3 new driveways are too many.	Each driveway access will service each lot (3 in total).

Topic Item	Comments and Questions	Response
		Access can be reduced to 2.
Parking	There is not enough parking proposed. 21 cars are too many.	The intent is to comply with the City's minimum parking requirements.
Flooding	There will be a negative impact on drainage (this is a flood plain). Our insurance rates will go up. There is a very high water table in the area. Grass and trees will be removed.	The Site is subject to ERCA permits. A SWM report is required.
Density	If each unit had 3 bedrooms – there would be up to 72 people. Too large. The Mayor does not support 4 units.	The number of bedrooms is yet to be determined. The proposed dwellings are considered medium profile.
OPA 159	How can we stop it/repeal it? It is not approved for this area yet. Did the planning dept support the OPA? The area was not intended for medium or high density mixed use development.	OPA 159 has been approved by Council and is currently in effect. The OPA changed the land use designation along Cabana Road West to 'Mixed Use Corridor'. Intended for areas that are designed for vehicle oriented uses. Accommodates for high density/intensity development, while maintaining a broad mix of land uses. Permitted uses include commercial and medium and high profile residential uses either as a stand alone building or part of a commercial residential mixed use building.

Topic Item	Comments and Questions	Response
		<p>Must provide a street frontage and presence.</p> <p>Encourage to locate the building at the street frontage lot line with parking accommodated at the rear of the Site.</p>
Tenure	<p>Will these be rentals?</p> <p>If they are, they will not be affordable.</p>	<p>The proposed tenure of the units will be rental.</p> <p>The intent is to make the units affordable.</p>
Noise	<p>The development will cause more noise in the area.</p> <p>The neighbourhood is currently peaceful and quiet.</p>	Noise from the proposed development is not anticipated to be an issue.
Alternative Location	<p>Move the development to another neighbourhood.</p> <p>I could be located downtown.</p>	The PPS and City OP encourage a mix of housing choices.
Zoning	The current zoning is low-density and should remain the same.	The proposed development is considered medium profile (density).
Compatibility	<p>This is not a compatible development.</p> <p>The neighbourhood is all single detached dwellings.</p> <p>There are 22 single detached dwellings along Cabana Road now.</p> <p>This is a pristine area and will destroy the properties.</p> <p>The neighbourhood has been established and should not be changed.</p> <p>The backyards are like parks.</p> <p>The City did not intend for this type of development.</p>	<p>The proposed development has been designed to be compatible with the existing built-up area.</p> <p>The proposed development is a medium profile form of development which incorporates sufficient setbacks to allow for appropriate landscaping and buffering.</p> <p>The Site is capable of accommodating the proposed development in terms of scale, massing, height and siting.</p>

Topic Item	Comments and Questions	Response
	We will have to move but cannot replace what we have now somewhere else in the city.	
Investments	These must be out-of-town developers. They do not respect the area. Sheer greed. Stay away from Roseland.	The developer is local.
Privacy	There will be a loss of privacy.	The building is proposed to be located closer to the roadway, which will allow an increase in rear yard setback from abutting residential uses.
Lighting	This will be an issue.	Lighting will be controlled and not shine on abutting parcels of land.
Veterans	This area was gifted to veterans. This is an insult to them. This will create tension. The lot sizes are considered heritage.	Noted.
Setbacks	What are the setbacks of the neighbouring properties?	Information was not available.
Property Values	They will decrease.	Not a planning issue.
SPC	Why does SPC not apply?	Only developments with more than 10 units are subject to SPC.
Precedence	This will set precedence.	Cabana Road West is an area in transition.

4.0 APPLICATIONS AND STUDIES

Pre-consultation (stage 1) was completed by the Applicant. Comments dated March 22, 2024 (City File #PC-022/24) were received and have been incorporated into this PRR.

Pre-submission (stage 2) was completed by the Applicant. Comments dated November 1, 2024 (City File #PC-089/24) were received and have been incorporated into this PRR.

The proposed development requires an application for a Zoning By-law Amendment (ZBA) along with required support studies.

The following explains the purpose of the application and other required approvals, 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 to permit the proposed development.

The zoning for the Site is proposed to be changed from Residential District 1.4 (RD1.4) category to a site specific Residential District 2.2 (RD2.2 - S.20(1)(XXX)) category, as shown on Map 9 of the City of Windsor Zoning By-law (ZBL).

In addition to the change in zoning for the permitted use of a multiple dwelling with 5 or more dwelling units, the proposed development will comply with all zone provisions set out in the RD2.2 Zone, except relief is required from certain provisions.

The ZBA is detailed, and the justification is set out in Section 5.1.3 of this PRR.

4.2 Other Applications

Once the ZBA has been approved and prior to a building permit being issued for any construction or site alterations, the Applicant will proceed with a severance application to split the lots into 3 parcels of land.

The final design of the proposed development will be provided at the time of the building permit.

The proposed development is not subject to Site Plan Control (SPC).

4.3 Supporting Studies

The following studies have been prepared to support the application.

4.3.1 Traffic

A Traffic Impact Statement (TIS) was prepared by RC Spencer Associates, Consulting Engineers, dated August 14, 2024, and further revised on May 15, 2025.

The purpose of the report was to address the proposed development's impact on traffic operations.

The TIS assessed 24 units; however, only 18 are proposed.

A sight line analysis was also completed for the Site access.

There were no concerns with the number of accesses to the proposed development.

The report concluded that the proposed development will not adversely impact traffic operations and that there are sufficient sight distances for safe egress from the Site.

4.3.2 Storm

A Stormwater Management Study (SWM) was prepared by Haddad Morgan & Associates Ltd Consulting Engineers, dated June 3, 2024, and further updated on May 8, 2025.

The purpose of the report was to provide stormwater management for the proposed development based on City of Windsor guidelines.

The SWM assessed 24 units; however, only 18 are proposed.

The report does not indicate any concerns.

4.3.3 Trees

A Tree Survey and Preservation Plan was prepared by Bezaire Partners, dated June 14, 2024.

The purpose of the plan was to investigate existing tree vegetation to determine how protection and enhancement can coincide with the proposed development.

A total of 16 trees were identified. A total of 3 trees are to remain.

4.3.4 Design

An Urban Design Study (UDS) was prepared by Oakview Land Use Planning, dated May 16, 2025.

The purpose of the report was to assess the design and layout of the 3 proposed multiple dwellings.

The UDS assessed 24 units; however, only 18 are proposed.

The report specifically addressed the details of the development and how it can be positively integrated into the existing area.

The report concluded that the proposed development can be compatible and conform to the overall vision set out in the OP with the recommended design, such as consideration for entrance position or design, roof line, stairs and accessibility.

It was also recommended that landscaping and screening on all sides of the Site be incorporated into the final design of the proposed development.

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, providing for appropriate development while protecting resources of provincial interest, public health and safety, and the quality of the natural and built environments.

The PPS was issued under Section 3 of the Planning Act and came into effect on October 20, 2024, and decisions affecting planning matters shall be consistent with policy statements issued under the Act.

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 in the City of Windsor.
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	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
	<p>minimum of 15 years through lands which are designated and available for residential development; and</p> <p>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.</p>	
2.1.6	<p>Planning authorities should support the achievement of complete communities by:</p> <p>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;</p> <p>b) improving accessibility for people of all ages and abilities by addressing land use barriers which restrict their full participation in society;</p>	<p>The proposed development is consistent with the policy to achieve complete communities.</p> <p>There are nearby amenities available.</p> <p>The proposed development will provide for more housing in an existing built up area where there are existing municipal services.</p> <p>The Site has access to transportation, public service facilities, other institutional uses, libraries and parks.</p> <p>Accessibility of the residential units will be addressed at the time of a building permit.</p>
2.2.1 - Housing	<p>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:</p> <p>a) establishing and implementing minimum</p>	<p>The proposed development is a new housing choice for the area.</p> <p>The proposed development supports the City's targets to provide for more housing.</p>

PPS Policy #	Policy	Response
	<p>targets for the provision of 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;</p> <p>b) permitting and facilitating:</p> <ol style="list-style-type: none"> 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; <p>c) promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation; and</p> <p>d) requiring transit-supportive development and prioritizing</p>	<p>The needs of the residents can be accommodated as the Site is located near local amenities.</p> <p>The Site offers an opportunity for intensification and infilling of an underutilized parcel of land.</p> <p>The proposed density is appropriate for the Site.</p> <p>Residents will have access to nearby transit and active transportation.</p> <p>The Site is pedestrian friendly.</p> <p>The Site was always intended for residential use.</p> <p>The City has identified Cabana Road West as an area that could transition into higher density.</p>

PPS Policy #	Policy	Response
	intensification, including 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 of the City of Windsor.
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.	<p>The Site offers an opportunity for intensification and infilling.</p> <p>The parcel of land is a large property.</p> <p>The design and style of the proposed building will blend well with the scale and massing of the existing surrounding area. It takes into consideration the transition between land uses.</p> <p>The proposed use will buffer the existing residential uses from abutting residential uses with the use of fencing and landscaping.</p> <p>Residents will have immediate access to local amenities.</p> <p>Transit and active transportation are available close by.</p> <p>The Site is located close to major roadways.</p>

PPS Policy #	Policy	Response
		The Site is pedestrian friendly.
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.	<p>The Site offers an opportunity for intensification and infilling.</p> <p>The proposed development is on an underutilized parcel of land.</p> <p>The Site was always intended for residential use.</p> <p>The design of the proposed development has provided a compact form while respecting its surroundings.</p> <p>It is good planning to build up and not out.</p>
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 housing to the area.
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.	<p>The proposed development has access to full municipal services, which is the preferred servicing option.</p> <p>There are nearby public service facilities.</p>

PPS Policy #	Policy	Response
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. A TIS memo has been prepared and summarized in Section 4.3.1 of this PRR.
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.	The proposed development will be serviced by municipal sewer, water and storm, which is the preferred form of servicing for settlement areas. A SWM has been provided and summarized in Section 4.3.2 of this PRR.
4.1.1 – Natural Heritage	Natural features and areas shall be protected for the long term.	There are no natural heritage features that impact the Site. A TIPP has been provided and summarized in Section 4.3.3 of this PRR.
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;	No water issues are anticipated.
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	There are no natural or human-made hazards that apply to this Site. There is no risk to the public.

PPS Policy #	Policy	Response
	create new or aggravate existing hazards.	ERCA permits will be obtained.

Therefore, the proposed development is consistent with the PPS and the Province's vision for long-term prosperity and social well-being.

5.1.2 Official Plan

The City of Windsor Official Plan (OP) was adopted by Council on October 25, 1999, approved in part by the Ministry of Municipal Affairs and Housing (MMAH) on March 28, 2000, and the remainder approved by the Ontario Municipal Board (OMB) on November 1, 2002. Office consolidation version is dated September 7, 2012.

The OP implements the PPS and establishes a policy framework to guide land use planning decisions related to development and the provision of infrastructure and community services throughout the City.

The Site is part of the Roseland West Planning Area, as shown on Schedule A: Planning Districts & Policy Areas.

The current land use designation of the Site, subject to development, is 'Mixed Use Corridor', as shown on Schedule D: Land Use Plan of the City of Windsor Official Plan (see Figure 3 –OP).



Figure 3 – OP

The Site is also subject to the following:

- Schedule B: Greenway System – Located to the north of a Community Park
- Schedule C: Development Constraint Areas: Located partly within a floodplain area
- Schedule C-1: Development Constraint Areas: Archaeological Potential – Designated within "Low Archaeological Potential"
- Schedule F: Roads & Bikeways – Cabana Rd W is a Class I Arterial Road and contains a bike lane

The following provides a summary of the key policy considerations of the OP as it relates to the proposed development.

OP Policy #	Policy	Response
3.1	<p>The planning of Windsor's future is guided by the following vision taken from Dream Dare Do – The City of Windsor Community Strategic Plan:</p> <p>"Windsor is a quality city full of history and potential, with a diverse culture, a durable economy, and a healthy environment where citizens share a strong sense of belonging and a collective pride of place."</p>	<p>The proposed development will support the City's economy by providing new residential uses in an existing built-up area.</p> <p>Overall, the Site is in an existing settlement area.</p> <p>The Site has access to area commercial, institutional, and residential uses.</p>
3.2 – Growth Concept	Mixed use developments will be encouraged with strong pedestrian orientations and to support public transit. This concept will enable Windsor to continue its growth and foster a vibrant economy, while ensuring a safe, caring and diverse community and a sustainable, healthy environment.	The proposed development provides a use that supports pedestrian orientations and public transit due to its location in an existing built-up area.
3.2.3.1	Windsor will work toward achieving a sustainable transportation system where all modes of transportation can play a more balanced role.	The intent is to construct multiple dwellings in an existing built-up area.

OP Policy #	Policy	Response
	The creation of mixed use and employment centres will allow businesses and services to be closer to homes and allow greater opportunities for walking, cycling and transit.	This allows residents to easily access amenities, employment and public transit.
4.0 – Healthy Community	The implementing healthy community policies are interwoven throughout the remainder of the Plan, particularly within the Environment, Land Use, Infrastructure and Urban Design chapters, to ensure their consideration and application as a part of the planning process.	<p>The proposed development will support the City's goal of promoting a healthy community in order to live, work, and play.</p> <p>The proposed development is close to nearby transit, employment, shopping, local amenities, and parks/trails.</p>
6.0 - Preamble	A healthy and livable city is one in which people can enjoy a vibrant economy and a sustainable healthy environment in safe, caring and diverse neighbourhoods. In order to ensure that Windsor is such a city, Council will manage development through an approach which balances environmental, social and economic considerations.	The proposed development supports the policy set out in the OP as it is suited for addressing the residential needs of the City.
6.1 - Goals	<p>In keeping with the Strategic Directions, Council's land use goals are to achieve:</p> <p>6.1.1 Safe, caring and diverse neighbourhoods.</p> <p>6.1.3 Housing suited to the needs of Windsor's residents.</p> <p>6.1.10 Pedestrian oriented clusters of residential, commercial, employment and institutional uses.</p>	The proposed development supports the goals set out in the OP as it provides for the development of a parcel of land which will create more housing.

OP Policy #	Policy	Response
6.2.1.2 – General Policies, Types of Development Profile	<p>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:</p> <p>(a) Low Profile developments are buildings or structures generally no greater than three (3) storeys in height;</p> <p>(b) Medium Profile developments are buildings or structures generally no greater than six (6) storeys in height; and</p> <p>(c) High Profile developments are buildings or structures generally no greater than fourteen (14) storeys in height.</p>	<p>Due to the proposed height of the buildings, the proposed development is considered a medium profile residential development as it is proposed to have 3 storeys, but is not greater than 6 storeys.</p> <p>The proposed height is appropriate for the Site and will enhance the streetscape.</p> <p>The building will be located close to the road in order to increase the rear yard setback from abutting residential uses and to provide for parking at the rear of the proposed buildings.</p>
6.5.3.1 – Mixed Use Corridor	<p>Uses permitted in the Mixed Use Corridor land use designation are primarily retail, wholesale store and service oriented uses and, to a lesser extent, office uses.</p> <p>Medium and High Profile residential uses either as standalone buildings or part of a commercial-residential mixed use buildings shall be throughout the Corridors.</p>	<p>Medium profile is proposed based on the size of the Site.</p> <p>The proposed zoning is being brought to a zone that will permit an increase in density compared to what is currently permitted.</p> <p>The development will be designed with a pedestrian orientation and foster a distinctive and attractive area identity.</p> <p>The design will address compatibility. It will take into consideration a transition between abutting properties</p>

OP Policy #	Policy	Response
		using an appropriate amount of setbacks and buffering (ie screening and landscaping).
6.5.3.3 - Street Presence	<p>Council will encourage Mixed-Use Corridor development to provide a continuous street frontage and presence. Accordingly, development along a Mixed-Use Corridor shall be:</p> <p>a) no more than four storeys in height, except on lands at an intersection of any combination of the following roads: Class I Arterial Road, Class II Arterial Road, Class I Collector, or Class II Collector Road. The height of buildings shall generally not exceed the width of the road right-of-way abutting the development site; and b) Notwithstanding the identified maximum building height, the Council may consider additional height, where the Council is satisfied that the proposed height achieves compatible development, and where appropriate transitions to abutting lower scale development are established. Appropriate transitions may be achieved through the implementation of regulatory techniques including, but not limited to new height limitations, enhanced building setbacks and step backs, enhanced landscape buffers and planting requirements and/or the implementation of an angular plane. Permissions for taller buildings</p>	<p>The proposed buildings will face Cabana Road West. The street-facing façade will be designed to be visually appealing and well-articulated.</p> <p>The proposed height of each building will be 3 storeys.</p> <p>Parking is to be located at the rear of the proposed buildings in order to provide the minimum requirements.</p> <p>The final design will address compatibility.</p> <p>Landscaped areas will be incorporated in the front of buildings to create a smooth transition from private to public spaces.</p>

OP Policy #	Policy	Response
	may be established through a site specific Zoning Bylaw Amendment. c) encouraged to locate the buildings at the street frontage lot line with parking accommodated at the rear of the Site.	
6.5.3.4 – Infill & Consolidations	Council shall promote the infilling and consolidation of existing Mixed Use Corridors.	<p>The proposed residential use buildings are a form of infill development.</p> <p>The Site is an interior lot.</p> <p>The City's Intensification Guidelines have been reviewed.</p> <p>The final design of the buildings will be addressed as part of the building permit.</p> <p>An UDS has been prepared and summarized in Section 4.3.4 of this PRR.</p>
6.5.3.6 – Location Criteria	Mixed Use Corridor development shall be located where: (a) there is access to Class I or Class II Arterial Roads or Class I Collector Roads; (b) full municipal physical services can be provided; and (c) commercial related traffic can be directed away from residential areas.	<p>Access will only be from Cabana Road West, which is a Class 1 road.</p> <p>Full municipal services are available, which is the preferred type of servicing.</p> <p>All traffic will use Cabana Road West.</p>
6.5.3.7 – Evaluation Criteria	At the time of submission, the proponent shall demonstrate to the satisfaction of the Municipality that a proposed commercial development is: (a) feasible having regard to the other provisions of this Plan, provincial legislation, policies and appropriate guidelines and support studies	<p>This PRR has addressed the provisions of the OP and provincial legislation.</p> <p>There are no development constraint areas.</p> <p>Support studies have been provided to address traffic, parking, and services.</p>

OP Policy #	Policy	Response
	<p>for uses: (i) within or adjacent to any area identified on Schedule C: Development Constraint Areas and described in the Environment chapter of this Plan; (ii) within a site of potential or known contamination; (iii) where traffic generation and distribution is a provincial or municipal concern; and (iv) adjacent to sensitive land uses and/or heritage resources. (b) in keeping with the goals, objectives and policies of any secondary plan or guideline plan affecting the surrounding area; (c) capable of being provided with full municipal physical services and emergency services; (d) provided with adequate off-street parking; (e) compatible with the surrounding area in terms of scale, massing, height, siting, orientation, setbacks, parking and landscaped areas; and (f) acceptable in terms of the proposal's market impacts on other commercial areas (see Procedures chapter).</p>	<p>There are no secondary plans that impact the Site.</p> <p>The proposed development will include pedestrian connections, landscaping, and amenity space.</p> <p>Amenity space is provided, including outdoor seating areas.</p> <p>The proposed scale and massing do not cause any negative impact on the enjoyment of abutting properties (ie shadow).</p> <p>The proposed multiple dwellings will provide an appropriate transition between abutting properties, including an appropriate amount of setbacks.</p> <p>Parking is provided at the rear of the proposed dwellings.</p> <p>Landscaped areas will be incorporated in the front of buildings to create a smooth transition from private to public spaces.</p>
6.5.3.8 – Design Guidelines	<p>The following guidelines shall be considered when evaluating the proposed design of a Mixed Use Corridor development: (a) the ability to achieve the associated policies as outlined in the Urban Design chapter of this Plan; (b) the provision of appropriate landscaping or other buffers to enhance: (i)</p>	<p>An UDS has been provided and summarized in Section 4.3.4 of this PRR.</p> <p>The design and style of the proposed buildings will blend well with the scale and massing of the surrounding area.</p>

OP Policy #	Policy	Response
	<p>all parking lots, and outdoor loading and service areas; and (ii) the separation between the use and adjacent sensitive uses, where appropriate; (c) as a general rule, the height of buildings are consistent with the height of buildings which characterize the Mixed Use Corridor. Where Council deems it desirable that higher profile development be permitted in an existing Mixed Corridor, the development should be built at a human scale by utilizing one or both of the following measures: (i) treatment of the lower floors of building(s) to provide continuity; and/or (ii) setting back the upper floors of building(s) from the street to avoid overpowering effects at-grade; (d) where possible, parking is located in the rear of the property to encourage continuous building facades adjacent to the street; (e) measures are taken in site design which provide for ease of access for pedestrians between the public sidewalk and building main entrances in a manner which is distinguishable from access provided for vehicles; and (f) Council will adopt Design Guidelines that will assist in the design and review of development applications in a manner that will ensure implementation of these policies.</p>	<p>The majority of the lands surrounding the Site are residential.</p> <p>The proposed residential use will provide a new housing choice.</p> <p>The Site will have pedestrian connections.</p> <p>There will be a landscaped area and screening along the west property line to buffer the driveway from the neighbouring property.</p> <p>The buildings will face Cabana Road West.</p> <p>There are access points for each building from Cabana Road West, one with shared access.</p> <p>Parking will be located at the rear of the Site.</p> <p>The proposed buildings will be brought close to the roadway, allowing an increase in rear yard setback.</p> <p>The proposed development will blend with the existing character of the surrounding area.</p>
7.0 - Infrastructure	The provision of proper infrastructure provides a safe,	The proposed development is close to nearby transit, off a

OP Policy #	Policy	Response
	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.	major roadway, and has access to full municipal services.
8.1 – Urban Design	A memorable, attractive and liveable city is one where people feel comfortable and are inspired by their surroundings. The physical systems and built form of the city are also designed to protect, maintain and improve the quality of life for present and future generations by integrating the principles of sustainability and place making. In order for Windsor to be such a city, Council is committed to urban design principles that enhance the enjoyment and image of Windsor and its people.	<p>The final design of the proposed buildings will be addressed as part of the building permit.</p> <p>The City's Intensification Guidelines have been reviewed.</p> <p>The final design of the buildings will incorporate a transition between properties.</p> <p>The area is in transition.</p> <p>An UDS has been prepared and summarized in Section 4.3.4 of this PRR.</p>
8.7.2.3 – Built Form, infill development	<p>Council will ensure that proposed development within an established neighbourhood is designed to function as an integral and complementary part of that area's existing development pattern by having regard for:</p> <ul style="list-style-type: none"> (a) massing; (b) building height; (c) architectural proportion; (d) volumes of defined space; (e) lot size; (f) position relative to the road; (g) building area to site area ratios; 	<p>The proposed development will be a natural integration of the established area.</p> <p>The proposed buildings will provide an appropriate transition.</p> <p>Massing – the proposed buildings will be limited to 3 storeys, which will blend well with the medium profile scale and massing of the existing surrounding area.</p> <p>Building height – there are no impacts on privacy or shadowing on abutting</p>

OP Policy #	Policy	Response
	<p>(h) the pattern, scale and character of existing development;</p> <p>(i) exterior building appearance; and</p> <p>(j) Council adopted Design Guidelines that will assist in the design and review of applications for development in accordance with the policies noted above</p>	<p>properties based on the proposed building height and location of the buildings on the Site. Buffering and screening can be proposed.</p> <p>Architectural proportion – the proposed visual effect of the relationship of the proposed development will blend well with the immediate area. The design will enhance the streetscape along the roadway.</p> <p>Volume of defined space – the proposed design and layout of the development includes appropriate setbacks and lot coverage.</p> <p>The parking area will be constructed according to city standards and provide appropriate separation.</p> <p>Lot size – the existing Site is appropriate for the proposed development. It allows for on-site parking, fire routes, sidewalks, amenity space, and landscaping.</p> <p>Building area – appropriate lot coverage is proposed. The proposed buildings will not negatively impact the private use and enjoyment of area residents.</p> <p>Pattern, scale, and character – the style of development will blend well with the scale and massing of the existing medium profile</p>

OP Policy #	Policy	Response
		<p>surrounding area. The street-facing façade will be designed to be visually appealing and well-articulated.</p> <p>Exterior building appearance – the proposed buildings will be designed professionally and be aesthetically pleasing. The building's access will be clear and visible from the street for effective wayfinding.</p> <p>Intensification Guidelines – transition can be achieved through buffering that will include landscaping where the transition is most sensitive and additional setbacks.</p>

Therefore, the proposed development will conform with the purpose and intent of the City of Windsor OP, and an amendment is not required.

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.

According to Map 9 attached to the ZBL, the Site is currently zoned Residential District 1.4 (RD1.4) category (see Figure 4 – Zoning).

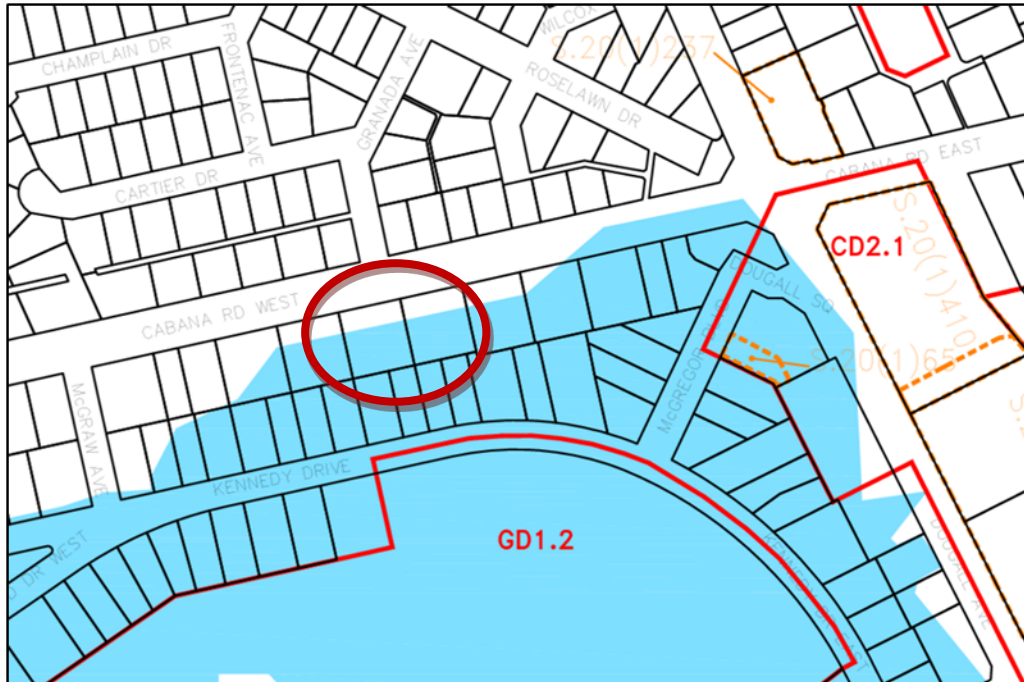


Figure 4 –Zoning

The zoning for the Site is proposed to be changed to a site specific Residential District 2.2 (RD2.2 - S.20(1)(XXX)) category as shown on Map 9 of the City of Windsor Zoning By-Law (ZBL) in order to permit a multiple dwelling with 5 or more dwelling units.

MULTIPLE DWELLING means one dwelling containing a minimum of three dwelling units. A double duplex dwelling, semi-detached dwelling, stacked dwelling, or townhome dwelling is not a multiple dwelling.

A review of the RD2.2 zone provisions, as set out in Section 11.2.5.4 of the ZBL, is as follows:

Zone Regulations	Required RD 2.2 Zone (Multiple Dwelling)	Proposed Lot/Building A	Proposed Lot/Building B	Proposed Lot/Building C	Compliance and/or Relief Requested with Justification
Permitted Uses	One Double Duplex Dwelling One Duplex Dwelling One Multiple Dwelling	Multiple dwelling with 5 or more dwelling units	Multiple dwelling with 5 or more dwelling units	Multiple dwelling with 5 or more dwelling units	A zoning amendment is required to permit the proposed development

Zone Regulations	Required RD 2.2 Zone (Multiple Dwelling)	Proposed Lot/Building A	Proposed Lot/Building B	Proposed Lot/Building C	Compliance and/or Relief Requested with Justification
	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				It is proposed to add Multiple dwelling with 5 or more dwelling units as an additional permitted use.
Min. Lot Width	18.0 m	14.9 m	14.9 m	13.7 m	<p>Relief is required for each lot (say 13 m).</p> <p>Relief is considered minor.</p> <p>The proposed lots' width varies in size.</p> <p>The development is an efficient use of the proposed lots.</p> <p>Lot coverage can be complied with.</p>
Min. Lot Area	540.0 m ²	14.9 m x 45.7 m = 680.93 m ²	14.9 m x 45.7 m = 680.93 m ²	13.7 m x 45.7 m = 626.09 m ²	Complies

Zone Regulations	Required RD 2.2 Zone (Multiple Dwelling)	Proposed Lot/Building A	Proposed Lot/Building B	Proposed Lot/Building C	Compliance and/or Relief Requested with Justification
Max. Lot Coverage	45.0%	Lot – 680.93 m ² Building – 157.38 m ² = 23.13%	Lot – 680.93 m ² Building – 157.38 m ² = 23.13%	Lot – 626.09 m ² Building – 157.38 m ² = 25.14%	Complies
Max. Main Building Height	9.0 m	9.0 m	9.0 m	9.0 m	Complies
Min. Front Yard Depth	6.0 m	6 m	6 m	6 m	Complies
Min. Rear Yard Depth	7.50 m	20.5 m	20.5 m	20.5 m	Complies
Min. Side Yard	1.20 m	East side – 2.5 m West side - 2.5 m	East side – 2.5 m West side - 2.5 m	East side – 2.5 m West side - 2.5 m	Complies
Min. Parking Spaces Required (Table 24.20.5.1)	Multiple Dwelling containing a minimum of 5 Dwelling units = 1.25 for each dwelling unit 1.25x6= 7.5 (1 lot) OR 1.25 x18=22.5 (total, 22 rounded down)	26	26	26	Comply

Zone Regulations	Required RD 2.2 Zone (Multiple Dwelling)	Proposed Lot/Building A	Proposed Lot/Building B	Proposed Lot/Building C	Compliance and/or Relief Requested with Justification
Visitor Parking – minimum 24.22.1	15 percent of parking spaces shall be marked as visitor parking – 1 each lot	TBD	TBD	TBD	Shall Comply
Accessible Parking Spaces - minimum 24.24.1	1 to 25 = 1 Type A space	3	3	3	Complies
Bicycle Parking Spaces - minimum 24.30.1.1	1 to 9 - 0	3	3	3	Complies
Loading Spaces Required – minimum 24.40.1	1,000 m ² or less = 0	0	0	0	Complies
Parking Area Separation - minimum 25.5.20	.2 any other street – 3.00 m	>3.00 m	>3.00 m	>3.00 m	Complies
	.3 an interior lot line or alley – 0.90 m	2.13 m	2.13 m	2.13 m	Complies
	.5 A building wall in which is located a main pedestrian entrance facing the parking area – 2.0 m	>2.0 m	>2.0 m	>2.0 m	Complies

Zone Regulations	Required RD 2.2 Zone (Multiple Dwelling)	Proposed Lot/Building A	Proposed Lot/Building B	Proposed Lot/Building C	Compliance and/or Relief Requested with Justification
	.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	TBD	TBD	TBD	Shall Comply

Therefore, the proposed development will conform to the purpose and intent of the City of Windsor ZBL.

In addition to the change in zoning for the permitted use of a multiple dwelling with 5 or more dwelling units as an additional permitted use, the proposed development will comply with all zone provisions set out in the RD2.2 Zone except for the following, which requires site specific relief:

1. *Decrease the minimum lot width from 18.0 m to 13 m.*

6.0 SUMMARY AND CONCLUSION

6.1 Context and Site Suitability Summary

6.1.1 Site Suitability

The Site is ideally suited for residential development for the following reasons:

- The land area is sufficient to accommodate the proposed development,
- The Site is generally level, which is conducive to easy vehicular movements,
- The Site will be able to accommodate municipal water, storm and sewer systems,
- There are no anticipated traffic or parking concerns,
- There are no natural heritage concerns,
- There are no cultural heritage concerns,
- There are no hazards, and
- The location of the proposed development is appropriate.

6.1.2 Compatibility of Design

The proposed development has been designed to be compatible with the existing built-up area.

The proposed development is a medium profile form of development which incorporates sufficient setbacks to allow for appropriate landscaping and buffering.

The Site is capable of accommodating the proposed development in terms of scale, massing, height and siting.

The proposed height is appropriate for the Site. The building will be located close to the road in order to increase the rear yard setback from abutting residential uses.

The proposed development will be designed to address compatibility.

The proposed development will help diversify housing options in the surrounding neighbourhood and will help supply the housing units that are needed in the area.

6.1.3 Good Planning

The proposal represents good planning as it addresses the need for the City to provide infilling, which contributes to a new housing choice and intensification requirements set out in the PPS and the OP.

Residential use on the Site represents an efficient development pattern that optimizes the use of land.

It is good planning to build up and not out.

The proposed development will not change lotting or street patterns in the area.

The street-facing façade will be designed to be visually appealing and well-articulated.

6.1.4 Natural Environment Impacts

The proposal does not have any negative natural environmental impacts.

6.1.5 Municipal Services Impacts

Full municipal services are available, which is the preferred form for development.

There are no parking or traffic concerns.

6.1.6 Social, Heritage and/or Economic Conditions

The proposed development does not negatively affect the social environment as the Site is in close proximity to major transportation corridors, transit, open space and community 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.

Based on the Site area, the proposed development will result in a total gross density, which is appropriate for the area.

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 Council for the City of Windsor to approve the ZBA to permit the proposed development on the Site.

This 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



APPENDIX D – CONSULTATION

ENVIRONMENTAL SERVICES

Follow up with Jim Leether on their official comments (see email in Comments folder)

BUILDING ENGINEER – MIRELLA ALLISON

At 1.2 m side yard setbacks, 1h noncombustible construction and noncombustible cladding is required.

The windows on the side elevations will need to meet 9.10.14.1. OBC.

HERITAGE PLANNING – TRACY TANG

There is no apparent built heritage concern with this property, and it is not located within an Archaeological Potential Zone (APZ). 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 & Development Services 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 & Development Services 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 Public and Business Service Delivery and Procurement

Registrar of Burial Sites, War Graves, Abandoned Cemeteries and Cemetery Closures:
Ian Hember, 1-437-244-9840, ian.hember@ontario.ca

CANADA POST – BRUNO DESANDO

This development, as described, falls within our centralized mail policy.

I will specify the condition which I request to be added for Canada Post Corporation's purposes.

- a) Canada Post's multi-unit policy, which requires that the owner/developer provide the centralized mail facility (front loading lockbox assembly or rear-loading mailroom [mandatory for 100 units or more]), at their own expense, will be in effect for buildings and complexes with a common lobby, common indoor or sheltered space.

Should the description of the project change, I would appreciate an update in order to assess the impact of the change on mail service.

If you have any questions or concerns regarding these conditions, please contact me. I appreciate the opportunity to comment on this project.

Lock-Box Assembly Requirements

The complete Canada Post Standards Manual for Builders & Developers can be downloaded at: https://www.canadapost.ca/cpo/mc/assets/pdf/business/standardsmanual_en.pdf

Compartment Size

- Horizontal lock-box models used in mailrooms must have the following minimums:
 - o Residential compartments must be at least 12.5 x 13.5 cm
 - o Commercial compartments at least 13.5 x 30.5 cm
 - o Parcel compartments at least 30.5 x 30.5 cm
- Vertical lock-box models must have min comp size of 25 x 12.5 cm. (Most models are 40 x 12.7 cm)

Heights

- All lock-box assemblies must be installed in a manner that will not require the delivery employee to reach higher than 170cm or lower than 45cm when delivering to the equipment. With respect to horizontal lock-boxes, the limits above will likely mean that maximum number of compartments that can be included in each column of residential compartments would be eight

Rear-loading Lock-boxes

- Projects with more than 100 units are required to be serviced via a rear-loading lock-box assembly.
- There must be a width of at least 100cm of working space from the back of the boxes to the wall.
- A ledge under the bottom row of boxes is also recommended in rear-loading designs. This ledge is to be directly under the bottom row of boxes (no space between ledge and bottom of boxes) and must stick out at least 20cm from the back of the boxes.
- Mailroom door is required to provide a minimum 81cm opening
- Lighting should be at least 100 lux (measured 75 cm from floor)

Access

- All buildings where the lock-boxes are required to be serviced from inside the building are required to install a Canada Post Crown lock in the building intercom. The intercom is pre-fabricated with an internal housing for the lock. The lock can be obtained from the local deliver supervisor.
- If the building has more than 100 units, a rear-loading lock-box assembly will be installed. The door to the Canada Post delivery area must be fitted with a specific model of deadbolt. This is because Canada Post will supply a key cylinder made specifically for the Canada Post key that will fit inside the deadbolt purchased by the developer.

Numbering

- Compartments should be numbered vertically and left to right on the delivery side of the boxes

101	109	207	
102	110	208	→
103	201	209	
104	202	210	
105	203	301	→
106	204	302	
107	205	303	
108	206	304	→

Grade-level Components

- If the development includes grade level retail or residential units, please take note that door-to-door delivery will not be provided to these units. Canada Post is happy to install a Community Mailbox to provide service to these units. Please coordinate a location with the Canada Post Delivery Planner for the area. If there is no room on the property for the Community Mailbox, service can be provided via another Community Mailbox in the area. Options to service the units from the tower (lobby) lock-boxes or via a front-loading lock box erected on the outside of the building can also be discussed with the Delivery Planner.

TRANSIT WINDSOR – JASON SCOTT

Transit Windsor has no objections to this development. The closest existing transit route to this property is with the South Windsor 7. The South Windsor 7 has a peak weekday frequency of 30 minutes. As part of Transit Windsor's City Council approved 2025 Service Plan, the South Windsor 7 route will be replaced by a new secondary route known as Route 240. Route 240 will have a peak weekday frequency of 30 minutes and is proposed to be implemented September 2025. The closest existing bus stop to this property is located on Cabana at Grenada southeast corner. This bus stop is approximately 110 metres from this property falling within Transit Windsor's 400 metre walking distance guidelines to a bus stop. This will be maintained with Route 240 and Transit Windsor's City Council approved Transit Master Plan.

ENVIRONMENTAL POLICY – KAREN ALEXANDER & AVERIL PARENT

Environmental Policy staff advises that the development proposal is anticipated to have no negative impact on ecological features, areas, and functions. To maintain high regard for Natural Heritage in the City during development, the following applies:

1. Should Species at Risk or their habitat be found at any time on or adjacent to the site, cease activity immediately and contact MECP at SAROntario@ontario.ca for recommendations on next steps to prevent contravention of the Endangered Species Act (2007). The City of Windsor SAR hotline (519-816-5352) can also be used for relevant questions and concerns.
2. For a list of Species at Risk and other provincially tracked species with potential to be around the site, use the Natural Heritage Information Centre (NHIC) Make A Map tool, found at <https://www.ontario.ca/page/make-natural-heritage-area-map>
3. If trees or other vegetation (i.e., shrubs and unmaintained grasses) on/adjacent to the site are to be removed, damaged, or disturbed during the breeding bird season (April 1 – August 31), then sweeps for nesting birds should be conducted to prevent contravention

of Migratory Bird Regulations (2022), the Migratory Birds Convention Act (1992), and section 7 of the Fish and Wildlife Conservation Act (1997). Visit <https://www.canada.ca/en/environment-climate-change/services/avoiding-harm-migratory-birds/reduce-risk-migratory-birds.html> for more information.

4. Beaver dams and dens of fur-bearing mammals are protected under section 8 of the Fish and Wildlife Conservation Act (1997) and are not to be damaged or destroyed without the proper authorization and/or license.
5. The City of Windsor is a Bird Friendly City. Bird Friendly Design is encouraged, particularly window collision mitigation. Options for integrating bird friendly design can be found here: www.birdsafe.ca and bird friendly guidelines can be found here: [Bird-Friendly Guidelines – City of Toronto](#).

ERCA – ALICIA GOOD

The City of Windsor has received Application for Zoning By-law Amendment Z 013-25 [ZNG-7307] for the above noted subject property.

The applicant proposes to construct three buildings with six dwelling units each for a total of 18 dwelling units. The proposed buildings will be 9 m in height (3-storeys). On-site parking for a total of 26 spaces is proposed to be shared by all buildings and located at the rear of the Site. Parking will include marked visitor and barrier free spaces. A total of 9 bicycle parking spaces are proposed. The applicant requests to amend the current RD1.4 zone to a site-specific zone RD2.2 in order to permit a multiple dwelling with 5 or more dwelling units with reduced minimum lot width for each proposed building. The subject property contained a single detached residential dwelling with attached garage and in-ground outdoor pool – which have been demolished. All plans, elevations and renderings are conceptual and subject to change. The development as it is currently proposed is subject to Site Plan Control. However, the applicant intends to sever each building on its own parcel of land. In this case, the proposal would not be subject to Site Plan Control.

Our office previously provided Stage 1 comments for PC-22-24 and Stage 2 comments for PC-89-24.

NATURAL HAZARDS AND REGULATORY RESPONSIBILITIES UNDER THE CONSERVATION AUTHORITIES ACT.

O. REG 686/21

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 Regulation under the Conservation Authorities Act (Ontario Regulation No. 41/24). The parcel falls within the regulated area of the Lennon Drain. The property owner will be required to obtain an approval from the Essex Region Conservation Authority prior to any construction or site alteration or other activities affected by Section 28 of the Conservation Authorities Act.

ERCA has concerns with the potential impact to the quantity and quality of runoff in the downstream watercourse due to the proposed development on this site. ERCA recommends that both the quantity and quality of excess runoff be adequately controlled to avoid any adverse impacts to the downstream watercourse. We further recommend that this analysis be completed to the satisfaction of the Municipality. We do not require further consultation on this file with respect to excess runoff from the proposed development.

FINAL RECOMMENDATION

Our office has no objection to Zoning By-law Amendment Z 013-25 [ZNG-7307]. As noted above, the property owner will be required to obtain an approval 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. Further, our office requests that a stormwater management plan be designed and implemented to the satisfaction of the Municipality. We do not require further circulation of this file with respect to stormwater management.

TRANSPORTATION PLANNING – ELARA MEHRILOU

Land Conveyance

Not Applicable

Corner Cut-Off

Not Applicable

Sidewalk

Not Applicable

Parking

All parking must comply with ZBL 8600.

- There is a discrepancy between the number of parking spaces indicated in the proposal—26 spaces—and the number shown on the site plan, which indicates 27 spaces.
- If the property is not severed, a minimum of one Type A and one Type B accessible parking space, four bicycle parking spaces, and one loading space, are required.
- If property is severed, each lot/building requires seven parking spaces including one Type A accessible parking space.

Transportation Planning Impact Study

We have received and reviewed the Traffic Impact Statement for 619 Cabana Road West, Windsor (File No. 25-1781), prepared by RC Spencer Associates Inc. and dated May 15, 2025. We do not have major concerns other than the location of the proposed access. Please refer to the Access Section below.

Access

All accesses shall conform to the TAC Geometric Design Guide for Canadian Roads and the City of Windsor Standard Engineering Drawings.

- The proposed access location does not meet TAC's minimum distance requirements. The access must be aligned with Granda Ave.
- The proposed driveway must be 7-9 metres total at the property line (minimum 3.5m/lane, maximum 4.5m/lane) with a maximum 1 metre flare on each side.

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.

ENBRIDGE – SANDRO AVERSA

After reviewing the provided information, and consulting our mapping system, please note that Enbridge Gas has active infrastructure within the proposed area. A PDF drawing have 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 0.6m horizontal and 0.3m vertical from all our plant less than NPS 16 and a minimum separation 1.0m horizontal and 0.6m 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 any job, any pipe is found that is not on the locate sheet and conflicts with your work, please call our emergency number (1-877-969-0999), and one of our Enbridge 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.



ZONING COORDINATOR – STEFAN PAVLICA

Below is the zoning review summary for the *above-mentioned property*; circulated on July 2nd, 2025:

- **Current Zoning Designation:** Residential District 1.4 (RD1.4)
- **Proposed Zoning Designation:** Residential District 2.2 (RD2.2) with site-specific zoning
- **Existing Use [as per historical Building Permit(s) / Planning Act Applications(s)]:**
 - o Single Unit Dwelling
- **Proposed Use:**
 - o Three (3) Multiple Dwelling(s) with six (6) dwelling units in building
 - Not Permitted
- **Section 5 – General Provisions:**
 - o Encroachment into a Yard [5.30.10]:
 - .37 – Deck – part of a *deck* having a floor height of 1.20m or more above the *ground*:
 - iii) minimum separation from *side lot line*:
 - o 1.20m (Required)
 - minimum *side yard width* required by the zoning district
 - o 0.55m (Provided)
 - .76 – Steps – having a height of greater than 0.30m above the *ground*:
 - ii) minimum separation from any *lot line*:
 - o 1.20m (Required)
 - o 0.55m (Provided)
 - o All other *Section 5 – General Provisions* comply or are not applicable
- **Section 11.2.5.4 – Residential District 2.2 – Double Duplex or Multiple Dwelling containing a maximum of four dwelling units:** does not comply (i.e. proposing six units)
 - o Minimum Lot Width [11.2.5.4.1]:
 - 18.0m (Required)
 - 43.5m (Provided)
 - o Minimum Lot Area [11.2.5.4.2]:
 - 540.0m² (Required)
 - 1,991.6m² (Provided)
 - o Minimum Lot Coverage [11.2.5.4.3]:
 - 45.0% (Required)
 - 24.5% (Provided)
 - o Maximum Main Building Height [11.2.5.4.4]:
 - 9.0m (Required)
 - 9.0m (Provided)
 - o Minimum Front Yard Depth [11.2.5.4.5]:
 - 6.0m (Required)
 - 6.0m (Provided)
 - o Minimum Rear Yard Depth [11.2.5.4.6]:
 - 7.50m (Required)
 - 21.42m (Provided)
 - o Minimum Side Yard Depth [11.2.5.4.7]:

- 1.20m (Required)
 - 2.50m (Provided)
- **Section 20 – Site Specific Zoning Exemptions:**
 - Not Applicable
- **Section 24 – Parking, Loading, and Stacking Provisions:**
 - Minimum Size of Parking Space [24.20.10.1]:
 - 2.5 metres by 5.5 metres (Required)
 - 2.4 metres by 5.5 metres (Provided)
 - Required Number of Visitor Parking Spaces [24.22.10.1]:
 - 3 (Required)
 - 0 (Provided)
 - Access Aisle [24.24.15]:
 - An access aisle, that is the space between or beside accessible parking spaces that allows persons with disabilities to get in and out their vehicles, shall be provided for all accessible parking spaces
 - Curb Cut or Ramp for Accessible Parking Space [24.24.20]:
 - Where a parking area is bounded by perimeter curbing which separates the principal pedestrian entrance of a building from the parking area, there shall be provided and maintained at least one curb cut or ramp
 - Location of Bicycle Parking Spaces [24.30.20.2]:
 - Each bicycle parking space shall be paved and maintained with a hard surface consisting of paving brick or block, asphalt, concrete or any combination thereof
 - All other *Section 24 – Parking, Loading and Stacking Provisions* comply or are not applicable
- **Section 25 – Parking Area Regulations:**
 - Parking Area Separation from a building wall in which is located a main pedestrian entrance facing the parking area [Table 25.5.20.1.5]:
 - 2.00m (Required)
 - 1.04m (Provided)
 - 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:
 - 4.50m (Required)
 - 0.80m (Provided)
 - Access Area [25.5.30.4]:
 - 7.00m – minimum (Required)
 - 5.93m (Provided)
 - All other *Section 25 – Parking Area Provisions* comply or are not applicable

URBAN DESIGN – SOPHIA DIBLASI

Pursuant to the application for a zoning by-law amendment (**Z 013-25 [ZNG-7307]**), please note the following Urban Design comments:

The design lacks contextual sensitivity and visual interest. A residential-style roof is encouraged to better reflect neighbourhood character. Façade articulation (e.g., projections, varied planes,

and enhanced windows) should be incorporated to improve streetscape compatibility, in line with Section 2.3.2 of the Intensification Guidelines and Official Plan Section 8.7.1.3.

The building should also provide pedestrian-scaled elements, including protection from the elements (e.g., awnings or canopies) as encouraged in Section 8.6.2.1, and active frontages with street-level windows and entrances per Section 8.7.2.6 of the Official Plan.

Further, the proposal should include high-quality materials such as brick or stone, with changes in material occurring at logical transition points, as per Section 2.2.5 of the Intensification Guidelines.

RIGHT-OF-WAY – MARK SCHAFFHAUSER

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-222. Identify municipal sidewalk on drawings and redundant curb cuts.
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 the associated mainline sewers/water mains, municipal catch basins and manholes.
 - Identify any redundant connections to be abandoned in accordance with Engineering Best Practice BP1.3.3.
 - If property is not severed; only one sewer connection will be permitted.
3. **City Forester** - Contact City Forester for trees within Right-of-Way

Right-of-Way Permit Requirements

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. Concrete in accordance with City of Windsor Standard Drawing AS-222

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.

Sewer Connections – The site is serviced by a 250mm sanitary sewer and a 1200mm sewer located within the Cabana Road West 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 and the associated mainline sewers/ water mains.
- Identify any redundant connections to be abandoned in accordance with Engineering Best Practice BP1.3.3.

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

If you have any further questions or concerns, please contact Andrew Boroski, of this department at aboroski@citywindsor.ca

DEVELOPMENT ENGINEERING – ROB PERISSINOTTI

Review Comments:

4. **Site Servicing** - The site may be serviced by a 250mm sanitary sewer and a 1200mm storm sewer located within Cabana Road West right-of-way.

If possible existing connections should be utilized. All existing and proposed storm, sanitary and water services must be identified on the servicing plan, as well as the associated mainline sewers/water mains and redundant connections. Any redundant connections to be abandoned in accordance with Engineering Best Practice BP1.3.3.

5. **Stormwater Management** - A Stormwater Management Report, by Haddad Morgan and Associates, has been received and reviewed. The report demonstrates that the stormwater flows from the three individual sites will be restricted to the predevelopment flow rate and the no adverse impacts are expected on the surrounding areas resulting from the proposed development.

The Stormwater Management Report has been deemed acceptable, and the proposed stormwater strategy is supported by the Engineering Development department.

6. **Driveway Approaches** – Driveway should be relocated between Building B and Building C to better align with the Granada Ave W intersection.
7. **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.
 - o Modify drawings to include all the associated mainline sewers/water mains, municipal catch basins and manholes.
 - o Identify any redundant connections to be abandoned in accordance with Engineering Best Practice BP1.3.3.

Special Provisions (Required Prior to Issuance of Building Permits):

In addition to the general provisions outlined in the SPC agreement, the following special provisions will be required prior to a building permit application:

1. **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.
2. **Proper Agreement for Access &/or Services** – The owner agrees to enter into a reciprocal agreement amongst the three (3) owners of the proposed new properties, for access and servicing.

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

SITE PLAN CONTROL

Site Plan Control will be required for this Proposal. The proposal will be one property at the time of SPC and Permit application, and therefore is considered 'development'. In a brief review of the Site Plan and Floor Plans provided, several zoning deficiencies have been noted that will have a significant impact on the site design:

A parking area separation required between the collector aisle and adjacent accessible spaces. A parking area separation of 4.5m from a building wall with a habitable room window is required.

Accessible spaces require access aisles and ramps to pathways.

Pathways are required to be AODA compliant.

Refuse bins are not permitted in a required yard.

Bicycle spaces are also not permitted in required yards.

Fire Escape requires 1.2m separation from a side lot line.

Please note, this has not been a comprehensive zoning review. There may be other items that are not in compliance.

ENWIN

HYDRO ENGINEERING: Tia McCloskey

No Objection provided clearances are maintained from our distribution infrastructure.

Please note the following distribution and services:

- Overhead double run of 27kV primary distribution pole line and associated down guy wires/anchors at the north side of Cabana Rd W.
- Overhead 120/240V Secondary Triplex distribution on the north side of Cabana Rd W.
- Overhead 120/240V secondary Triplex servicing 657 and 579 Cabana Rd W.
- Streetlight and service distribution poles on at the front of the above noted address, in the right of way.

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.

WATER ENGINEERING: Bruce Ogg

ENWIN Water has no objections. The existing 25mm water service will need to be upgraded to accommodate the proposed development.

FORESTRY – MITCHELL SCHINKEL

The Forestry Department has no issue with this Zoning By-Law Amendment Application.

After reviewing the private trees to be removed, the Tree Canopy Recovery cost was estimated at \$60,374.48. Forestry will defer the decision on this Cost Recovery to the City of Windsor Planning Department.

Forestry requests the opportunity to review future landscaping plans in order to provide comment and suggestion regarding new tree species selection, stock types and long -term tree care that would enhance tree survival, performance and aesthetics on-site and would maximize future on-site Tree Canopy and City-wide Tree Canopy Resilience.

LANDSCAPE ARCHITECT – RYAN UPTON

As requested, the materials for the file titled above have been reviewed.

There are no objections or documents required from a Landscape Architecture perspective as it pertains to a Zoning By-law Amendment (ZBA)

At the Site Plan Control stage, the Applicant will be required to submit:

1. A Landscape Plan prepared by an OALA Landscape Architect
2. A Photometric Plan and Light Fixture Data Sheets prepared by a qualified Lighting Engineer or Consultant

If you have any questions or concerns, please feel free to contact me.

**Subject: Rezoning Application – 4325-4445 Cabana Rd E - Z-018/25
ZNG/7315 - Ward 9**

Reference:

Date to Council: October 6, 2025
Author: Adam Szymczak, MCIP, RPP
Senior Planner - Development
519-255-6543 x6250
aszymczak@citywindsor.ca

Planning & Building Services
Report Date: 8/27/2025
Clerk's File #: Z/15030

To: Mayor and Members of City Council

Recommendation:

1. That Zoning By-law 85-18 **BE AMENDED** by renumbering paragraph 3.101b to 3.101c and paragraph 3.101a to 3.101b and by adding the following new definition to Section 3:

3.101a **POWER GENERATION FACILITY** is an industrial activity and means premises used to generate electricity and may include a power distribution station or a transformer station.

[ZNG/7315]

2. THAT Zoning By-law 85-18 **BE FURTHER AMENDED** by adding the following defined area to Section 14:

14.3.17 Defined Area M1-17 as shown on Zoning Map T12 of this By-law.

a) Permitted Uses

- 1) All uses permitted in the Industrial (M1) zone save and except a dwelling or dwelling unit.
- 2) *Power Generation Facility.*

b) Permitted Buildings and Other Structures

No building or structures shall be used or erected in Defined Area M1-17 except for the following purposes:

- 1) buildings and structures for the permitted uses.
- 2) accessory buildings and structures for the permitted uses.

c) Other Requirements

- 1) The regulations of subsection 14.1.3 to 14.2.4 and all other applicable regulations shall apply to any use permitted in subsection 14.3.17 a).

(ZNG/7315)

3. THAT Zoning By-law 85-18 **BE FURTHER AMENDED** by changing the zoning of CON 7; PT GORE LOT 17; RP 12R8108; PARTS 4; 5; 7 & 8; PT PARTS 1 TO 3; 6 & 9; RP 12R28421; PARTS 4 TO 6; PIN 75235-0176, situated at the southwest corner of Cabana Road East and 8th Concession Road (4325-4445 Cabana Road East; Roll No. 090-010-04950) from M1 to M1-17.
4. THAT, when Site Plan Control is applicable:
 - A. The following additional materials **BE SUBMITTED** with an application for site plan approval, and **BE SUBJECT** to the satisfaction of the City Planner, Deputy City Planner, or Site Plan Approval Officer :
 - 1) A noise study.
 - 2) A copy of the confirmation email from Transport Canada that an Aeronautical Assessment Form (AAF) has been submitted to Transport Canada.
 - 3) Confirmation of submission of a Land Use Form to the NAV CANADA Land Use Web Submission Portal.
 - B. The Site Plan Approval Officer **BE DIRECTED** to incorporate the following into an approved site plan and an executed and registered site plan agreement:
 - 1) Any noise mitigation measures identified in a Noise Study, subject to the approval of the Site Plan Approval Officer.
 - 2) Provision of Transport Canada's determination regarding the proposed Power Generation Facility to the satisfaction of the City Planner, Deputy City Planner, or Site Plan Approval Officer.
 - 3) Provision of NAV CANADA's assessment of the proposed Power Generation Facility to the satisfaction of the City Planner, Deputy City Planner, or Site Plan Approval Officer.

Executive Summary:

N/A

Background:

Application Information

Location: 4325-4445 Cabana Road East (formerly County Road 42); southwest corner of Cabana Road East and 8th Concession Road

Ward: 9 **Planning District:** Sandwich South **Zoning Map:** T12

Applicant/Owner: Epic Properties Limited Partnership

Agent: Pillon Abbs Inc. (Tracey Pillon-Abbs, RPP)

Proposal: Construct a 1,875 m² power generation facility, with no additional buildings or expansions. To facilitate this, an amendment to Zoning By-law 85-18 is requested to permit a power generation facility as an additional use within the Industrial Zone (M1). No other zoning exceptions are being sought.

Applicant Submissions: All documents are available [online](#).

Application - Zoning By-law Amendment

Concept Plans (attached as Appendix A to Report S 109/2025)

Open House Documents (Notice, Display Items, Presentation)

Plan of Survey

Planning Rationale Report (PRR)

Species at Risk Study

Transportation Memo

Site Information:

OFFICIAL PLAN	ZONING	CURRENT USE	PREVIOUS USE
Business Park	Industrial Zone (M1)	Industrial	Unknown
LOT FRONTAGE CABANA ROAD	LOT FRONTAGE 8 TH CONCESSION	LOT AREA	LOT SHAPE
~182.6 m	~396.3 m	78,652 m ²	Irregular

Neighbourhood: Section 2.0 in the PRR provides an overview and photos of the site and the surrounding land uses.

Cabana Road East and Baseline Road are a Class II Arterial Road and, 8th Concession Road is a Class II Collector Road. All three roads have a two-lane rural cross section with storm ditches or swales and no curbs and sidewalks.

Figure 1: Key Map



KEY MAP - Z-018/25, ZNG/7315



● SUBJECT LANDS

3200

MD2.2

CABANA RD E

4240

4260

5680

4051

0

4205

M1-11

3955

M1-15

M1

4325

3850 3900 3950 4020 4030 4070 4100 4130 4160

RH

3915 3965 3985 4035 4055 4085 4095 4105 4145 4175 4185 4245

I-1

4367

4489 4441 4475

RH 4435

4439

4440 4450

0

4420

4695 4745

BASELINE RD

8TH CON RD

4330


A

PART OF ZONING DISTRICT MAP 12

N.T.S.

REQUESTED ZONING AMENDMENT

Applicant: Epic Properties Limited Partnership

 SUBJECT LANDS

PLANNING & BUILDING DEPARTMENT

DATE : JULY, 2025
FILE NO. : Z-018/25, ZNG/7315

Figure 3: Neighborhood Map



NEIGHBOURHOOD MAP - Z-018/25, ZNG/7315



SUBJECT LANDS

Discussion:

Planning Rationale Report (PRR) (Pillon Abbs Inc., June 27, 2025)

Section 3.1 of the PRR notes that the proposed facility will operate remotely, with no full-time staff. Daily operations are expected to last 1–2 hours, and scheduled maintenance will occur biannually for one week. A sample elevation is provided in Figure 2b (page 11).

Section 6.1 states the site is well-suited for industrial use, with access to municipal water, stormwater, and sanitary services. The proposed development is compatible in terms of scale, massing, height, and siting. No public health or safety concerns have been identified, and the development is described as efficient and land optimized.

Section 6.2 concludes that the proposal is consistent with the Provincial Policy Statement (PPS), aligns with the Official Plan (OP) and Zoning By-law (ZBL), and represents good planning. Planning and Development Services concurs with the PRR's analysis and conclusions.

Species at Risk Study (MTE, June 17, 2025)

The study notes that the Area of Work is undeveloped and primarily populated by non-native and invasive species. No Species at Risk (SAR), suitable SAR habitats, or features such as trees, rock piles, or structures that could support SAR (e.g., bats, Red-headed Woodpecker, snakes, or Chimney Swift) were observed during the site visit.

The report concludes that no Species at Risk (SAR) or potential SAR habitat are expected within or near the Area of Work. If activities remain within the defined area, the proposed development is not anticipated to negatively impact SAR or contravene the Endangered Species Act, 2007.

Provincial Planning Statement 2024 (PPS 2024):

The Provincial Policy Statement (PPS) 2024 outlines land use planning priorities across Ontario, and all municipal decisions must be consistent with its policies. Section 5.1.1 of the Planning Rationale Report (PRR) analyzes applicable PPS 2024 policies, noting that the proposed development is located within an existing settlement area and supports efficient land use. The PRR concludes that the proposal is consistent with the PPS 2024. Planning and Development Services concurs with this analysis and confirms that the proposed amendment to Zoning By-law 8600 aligns with the PPS 2024.

Official Plan (OP):

The parcel has a designation of "Business Park" on Schedule D: Land Use in the Official Plan. Section 5.1.2 in the PRR submitted by the Applicant has a review and analysis of appropriate Official Plan policies. The PRR states that the proposed development is compatible with other land uses within the business park and surrounding area, will be subject to site plan control, and that no development constraints have been noted. Windsor International Airport noted that parcel is in proximity to the Airport and the approach to Runway 30 and subject to Airport Zoning Regulations (AZR). The Applicant must consult with Transport Canada and NAV Canada. City of Windsor Planning and Development Services concurs with the analysis in the PRR and that the proposed amendment to Zoning By-law 8600 conforms to the general policy direction of the OP.

Zoning By-Law 85-18:

The M1 zone permits a range of industrial and commercial uses, including automobile body repair shop, automobile repair garage, welding shop, metal fabricating, repair depots, tool and die companies, and a transport terminal. The proposed M1-17 zoning is appropriate. The proposed development must comply with all zoning provisions such as maximum lot coverage and maximum building height.

Site Plan Control (SPC):

The development as proposed is subject to Site Plan Control. All requirements and recommendation of municipal departments and external agencies, including the Essex Region Conservation Authority (ERCA), are best handled during the Site Plan Control process. Recommendation 4 requires the submission of a noise study and clearances or assessments from Transport Canada and NAV CANADA.

Municipal Support Resolution:

The Independent Electricity System Operator (IESO) keeps Ontario's electricity system running smoothly. It manages the power grid day-to-day, plans for future energy needs, encourages conservation, and works with communities and businesses to support energy goals. To ensure sufficient electricity in the years ahead—especially 2029 and beyond—the IESO is launching a program to create new energy projects.

This program, called the Long Term 2 (LT2) Request for Proposals (RFP), is the largest electricity procurement in Ontario's history. The goal is to secure enough projects to produce 14 terawatt-hours of electricity each year and add 1,600 megawatts of new capacity to the grid. To do this, the IESO will accept project proposals in several rounds over the next few years, with each round targeting specific timelines and energy needs.

The LT2 process is separate from the requested zoning amendment. Approval of the zoning amendment does not constitute approval of the LT2 application, or vice-a-versa.

Michelle Moxley-Peltier, Community Energy Plan Project Administrator, confirms that the Applicant is pursuing a Municipal Support Resolution as part of the LT2 program. Staff are drafting Report C 117-2025 for Council consideration that, will among other things, recommend that Council support the submission for the Long-Term Capacity Services Project under the IESO LT2 RFP, with the understanding that the Municipal Support Resolution is provided solely for the purpose of satisfying the mandatory requirements of Section 4.2(c)(iii) of the LT2(c-1) RFP, and shall not be construed as any other form of approval or endorsement by the City of Windsor in relation to the Proposal or the Long-Term Capacity Services Project.

Report C 117-2025 provides detailed information about the proposed Power Generation Facility and the IESO LT2 process.

Risk Analysis:

N/A

Climate Change Risks

Climate Change Mitigation:

The proposed power generation facility implements Environmental Master Plan Objective C1: which encourages in-fill in existing built areas. Infill development minimizes the impact on community greenhouse gas emissions as these developments make use of existing serviced land and infrastructure.

Climate Change Adaptation:

The proposed power generation facility offers an opportunity to increase resiliency for the development and surrounding area by supporting a complementary and compact form of development. New construction is required to meet the current provisions of the Building Code, which will be implemented through the building permit process.

Financial Matters:

N/A

Consultations:

An in-person and virtual public open house was held on May 27, from 6 pm to 7 pm. Section 3.2 in the PRR summarizes any comments received at the public open house and the Applicant's response to them. Comments from municipal departments and external agencies are summarized in Appendix B.

On August 18, 2025, Caldwell First Nation expressed intent to comment on the application, requested all submitted documents, and inquired about any required provincial approvals. Planning staff responded the same day, providing a link to the documents on the City's website, clarifying that an Environmental Impact Statement was not required during Stage 1 of the Planning Consultation, and noting that provincial approvals fall outside the scope of this application.

On August 19, 2025, Michelle Moxley-Peltier, CEP Project Administrator, confirmed to Caldwell First Nation that the Applicant is pursuing a Municipal Support Resolution as part of the IESO LT2 RFP process.

Per the Planning Act, statutory notice was advertised in the Windsor Star, a local newspaper.

Conclusion:

Based on the documents submitted by the Applicant and the analysis in this report, it is my opinion that the recommended amendment to Zoning By-law 85-18 is consistent with the PPS 2024 and is in conformity with the Official Plan. The proposed amendment will permit a use, a power generation facility, that is compatible with existing and permitted uses in the surrounding area and will be subject to further review at Site Plan Control. The recommendation to amend Zoning By-law 8600 constitutes good planning.

Planning Act Matters:

I concur with the above comments and opinion of the Registered Professional Planner.

Greg Atkinson, MCIP, RPP
Deputy City Planner - Development

Neil Robertson, MCIP, RPP
City Planner

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

JP RM

I am not a registered Planner and have reviewed as the Executive Director of Economic Development and Climate Change

MJ

Approvals:

Name	Title
Greg Atkinson	Deputy City Planner – Development
Neil Robertson	City Planner
Aaron Farough	Senior Legal Counsel, Legal & Real Estate
Matthew Johnson	Executive Director, Economic Development and Climate Change
Jelena Payne	Deputy CAO/Commissioner, Economic Development
Ray Mensour	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

- 1 Appendix A - Concept Plans
- 2 Appendix B - Consultations

PROPOSED POWER GENERATION BUILDING

FOR EPIC PROPERTIES LIMITED PARTNERSHIP

Location: 4325-4445 COUNTY ROAD 42, WINDSOR, ONTARIO

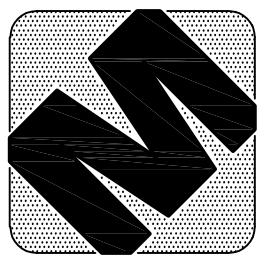
LIST OF DRAWINGS

CIVIL / LANDSCAPING	ARCHITECTURAL
C1.2 SITE PLAN	A1.1 FLOOR PLAN
	A3.1 BUILDING ELEVATIONS



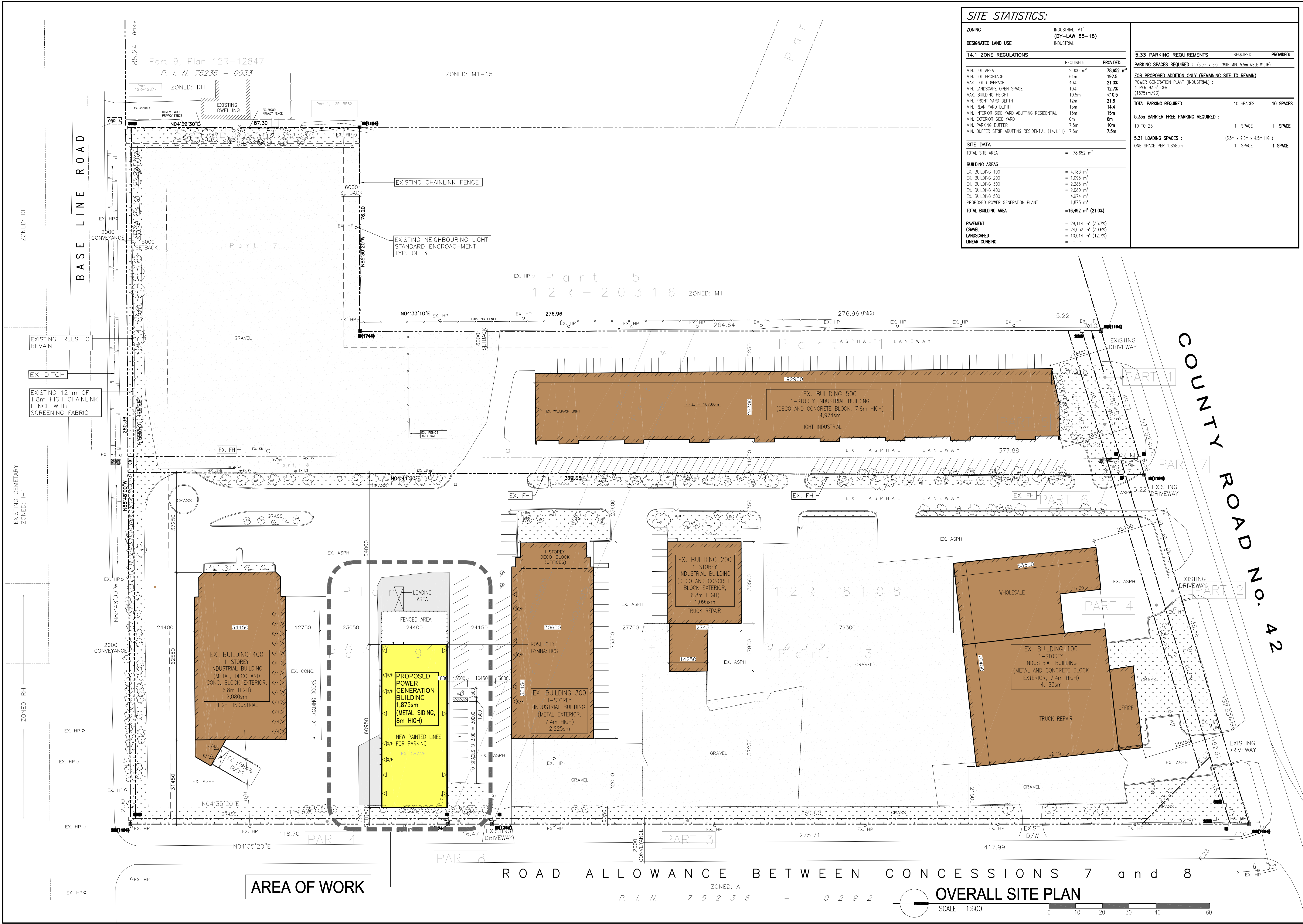
ITEM	ONTARIO 2012 BUILDING CODE DATA MATRIX PARTS 3 or 9							OBC Reference References are to Division B unless noted [A] for Division A or [C] for Division C			
1	PROJECT DESCRIPTION			<input checked="" type="checkbox"/> NEW <input type="checkbox"/> ADDITION <input type="checkbox"/> CHANGE OF USE		<input type="checkbox"/> PART 11 11.1 to 11.4		<input checked="" type="checkbox"/> PART 3 1.1.2.[A]	<input type="checkbox"/> PART 9 1.1.2.[A] & 9.10.1.3		
2	MAJOR OCCUPANCY(S)			LOW HAZARD INDUSTRIAL (F3) – POWER PLANT					3.1.2.1.(1)	9.10.2	
3	BUILDING AREA (m2)			1,486					1.4.1.2.[A]	1.4.1.2.[A]	
4	GROSS AREA (m2)			1,486					1.4.1.2.[A]	1.4.1.2.[A]	
5	NUMBER OF STOREYS			ABOVE GRADE ONE		BELOW GRADE ZERO		1.4.1.2.[A]&3.2.1.1.	1.4.1.2.[A]& 9.10.4		
6	NUMBER OF STREETS / FIREFIGHTER ACCESS			ONE					3.2.2.10 & 3.2.5.	9.10.20.	
7	BUILDING CLASSIFICATION			3.2.2.82 GROUP F, DIVISION 3, 1 STOREY, ANY AREA, LOW FIRE LOAD OCCUPANCY					3.2.2.20. – .83	9.10.2.	
8	SPRINKLER SYSTEM PROPOSED			<input checked="" type="checkbox"/> NOT REQUIRED							
9	STANDPIPE REQUIRED			<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO					3.2.9.	N/A	
10	FIRE ALARM REQUIRED			<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO					3.2.4	9.10.18.	
11	WATER SERVICE – SUPPLY IS ADEQUATE			<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO					3.2.5.7.	N/A	
12	HIGH BUILDING			<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO					3.2.6	N/A	
13	CONSTRUCTION RESTRICTIONS			<input type="checkbox"/> COMBUSTIBLE PERMITTED <input type="checkbox"/> COMBUSTIBLE		<input checked="" type="checkbox"/> NON-COMBUSTIBLE REQUIRED <input checked="" type="checkbox"/> NON-COMBUSTIBLE		<input type="checkbox"/> BOTH	3.2.2.20. – .83	9.10.6	
14	MEZZANINE(S) AREA (m2)			N/A					3.2.1.1.(3)–(8)	9.10.4.1	
15	OCCUPANT LOAD BASED ON			<input type="checkbox"/> m2 PER PERSON <input checked="" type="checkbox"/> DESIGN OF BUILDING					3.1.17.1	9.9.1.3	
	TOTAL OCCUPANT LOAD			= 1 PERSON, PART-TIME							
16	BARRIER FREE DESIGN			<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (EXPLAIN)					3.8	9.5.2	
17	HAZARDOUS SUBSTANCES			<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO					3.3.1.2. & 3.3.1.19.	9.10.1.3.(4)	
18	REQUIRED FIRE RESISTANCE RATING (FRR)	HORIZONTAL ASSEMBLIES FRR (HOURS)		LISTED DESIGN NO: OR DESCRIPTION (SB-2)					3.2.2.20. – .83 &	9.10.8	
		FLOORS		N/A					3.2.1.4.	9.10.9	
		ROOF		N/A							
		MEZZANINE		N/A							
		FRR OF SUPPORTING MEMBERS		LISTED DESIGN NO: OR DESCRIPTION (SB-2)							
		FLOORS		N/A							
		ROOF		N/A							
		MEZZANINE		N/A							
19	SPATIAL SEPARATION – CONSTRUCTION OF EXTERIOR WALL							3.2.3	9.10.14		
	WALL	AREA OF EBF(m2)	L.D. (m)	L/H or H/L	PERMITTED MAX. % of OPENINGS	PROPOSED % of OPENINGS	FRR (HOURS)	LISTED DESIGN OR DESCRIPTION	COMBUSTIBLE CONSTR.	COMBUSTIBLE CLADDING	NOTE:
	BLDG 300 SOUTH	260	21	9.9	100				<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	NOTE.2
	BLDG 400 NORTH	240	22.5	9.2	100				<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	NOTE.2
	NORTH	285	2.8	9.4	9	–	1 HR	–	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	NOTE.2
	SOUTH	285	13	9.4	51	–	45 min	–	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	NOTE.2
	EAST	200	16	3.1	80	0	45 min	–	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	NOTE.1
	WEST	200	>20	3.1	100				<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
NOTE 1 – EAST WALL LIMITING DISTANCE MEASURED TO CENTERLINE OF CONCESSION 8 ROAD NOTE 2 – 35m OF THE EXPOSED BUILDING FACES THE OPPOSING BUILDING											
20	PLUMBING FACILITIES			PER 3.7.4.9 PLUMBING FIXTURES FOR INDUSTRIAL OCCUPANCIES					3.7	N/A	
	OCCUPANT LOAD			1							
	REQUIRED FACILITIES			1							
	PROVIDED FACILITIES			1 UNIVERSAL							

CIVIL - ARCHITECTURAL
- STRUCTURAL
ENGINEER



d.c. mccloskey engineering ltd.
200-5145 wyandotte street east, windsor, ontario n6s 1m6 phone (519) 977 6800

14/05/25 ZONING BYLAW AMENDMENT
date Issued for:



SITE STATISTICS:

ZONING	INDUSTRIAL 'M1'
DESIGNATED LAND USE	(BY-LAW 85-18) INDUSTRIAL
14.1 ZONE REGULATIONS	
MIN. LOT AREA	2,000 m ²
MIN. LOT FRONTAGE	61m
MAX. LOT COVERAGE	40%
MIN. LANDSCAPE OPEN SPACE	10%
MAX. BUILDING HEIGHT	10.5m
MIN. FRONT YARD DEPTH	12m
MIN. REAR YARD DEPTH	15m
MIN. INTERIOR SIDE YARD ABUTTING RESIDENTIAL	15m
MIN. EXTERIOR SIDE YARD	0m
MIN. BUFFER STRIP ABUTTING RESIDENTIAL (14.1.11)	7.5m
SITE DATA	
TOTAL SITE AREA	= 78,652 m ²
BUILDING AREAS	
EX. BUILDING 100	= 4,183 m ²
EX. BUILDING 200	= 1,095 m ²
EX. BUILDING 300	= 2,285 m ²
EX. BUILDING 400	= 2,080 m ²
EX. BUILDING 500	= 4,974 m ²
PROPOSED POWER GENERATION PLANT	= 1,875 m ²
TOTAL BUILDING AREA	=16,492 m ² (21.0%)
PAVEMENT	= 28,114 m ² (35.7%)
GRAVEL	= 24,032 m ² (30.6%)
LANDSCAPED	= 10,014 m ² (12.7%)
LINEAR CURBING	= - m
5.33 PARKING REQUIREMENTS	
PARKING SPACES REQUIRED : (3.0m x 6.0m WITH MIN. 5.5m ASLE WIDTH)	
FOR PROPOSED ADDITION ONLY (REMAINING SITE TO REMAIN)	
POWER GENERATION PLANT (INDUSTRIAL) :	
1 PER 93m ² GFA	
(1875sm/93)	
TOTAL PARKING REQUIRED	10 SPACES
5.33a BARRIER FREE PARKING REQUIRED :	
10 TO 25	1 SPACE
5.31 LOADING SPACES :	
ONE SPACE PER 1,858sm	1 SPACE

d.c. mccloskey engineering ltd.
200-5745 warden street east, windsor, ontario n6a 1m6 tel (519) 977 6800

M.E. McCloskey
PROFESSIONAL ENGINEER
MAY 14 2023
PROVINCE OF ONTARIO

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PROJECT

BUILDING ADDITIONS AT EXISTING INDUSTRIAL DEVELOPMENT

4325-4445 COUNTY ROAD 42
WINDSOR, ONTARIO

CLIENT

EPIC PROPERTIES LIMITED PARTNERSHIP

DRAWING TITLE

OVERALL SITE PLAN

DATE : OCT 2023

SCALE : AS NOTED

DRAWN BY : JLD

CHECKED BY : MEM

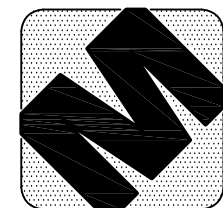
PROJECT FILE NO. M23-259

DRAWING NO. **C1.2**

FIRE ALARM LEGEND

- WALL / CLG. MOUNTED EXIT SIGN W/ BATTERY BACK UP EMERGENCY LIGHTS
- WALL / CLG. MOUNTED EXIT SIGN W/ BATTERY BACK UP EMERGENCY LIGHTS & DIRECTIONAL ARROWS
- WALL / CLG. MOUNTED EMERGENCY LIGHTS C/W BATTERY BACK UP
- WALL / CLG. MOUNTED EMERGENCY LIGHTS REMOTE HEAD LOCATION
- FIRE EXTINGUISHER

* SEE ELECTRICAL DRAWINGS FOR ADDITIONAL LIFE SAFETY REQUIREMENTS

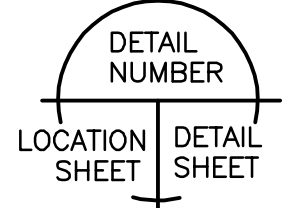


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DATE (dd/mm/yy)	ISSUED FOR
14/05/25	ZONING BYLAW AMENDMENT

PROJECT
BUILDING ADDITIONS AT EXISTING INDUSTRIAL DEVELOPMENT

4325-4445 COUNTY ROAD 42
WINDSOR, ONTARIO

CLIENT
EPIC PROPERTIES LIMITED PARTNERSHIP

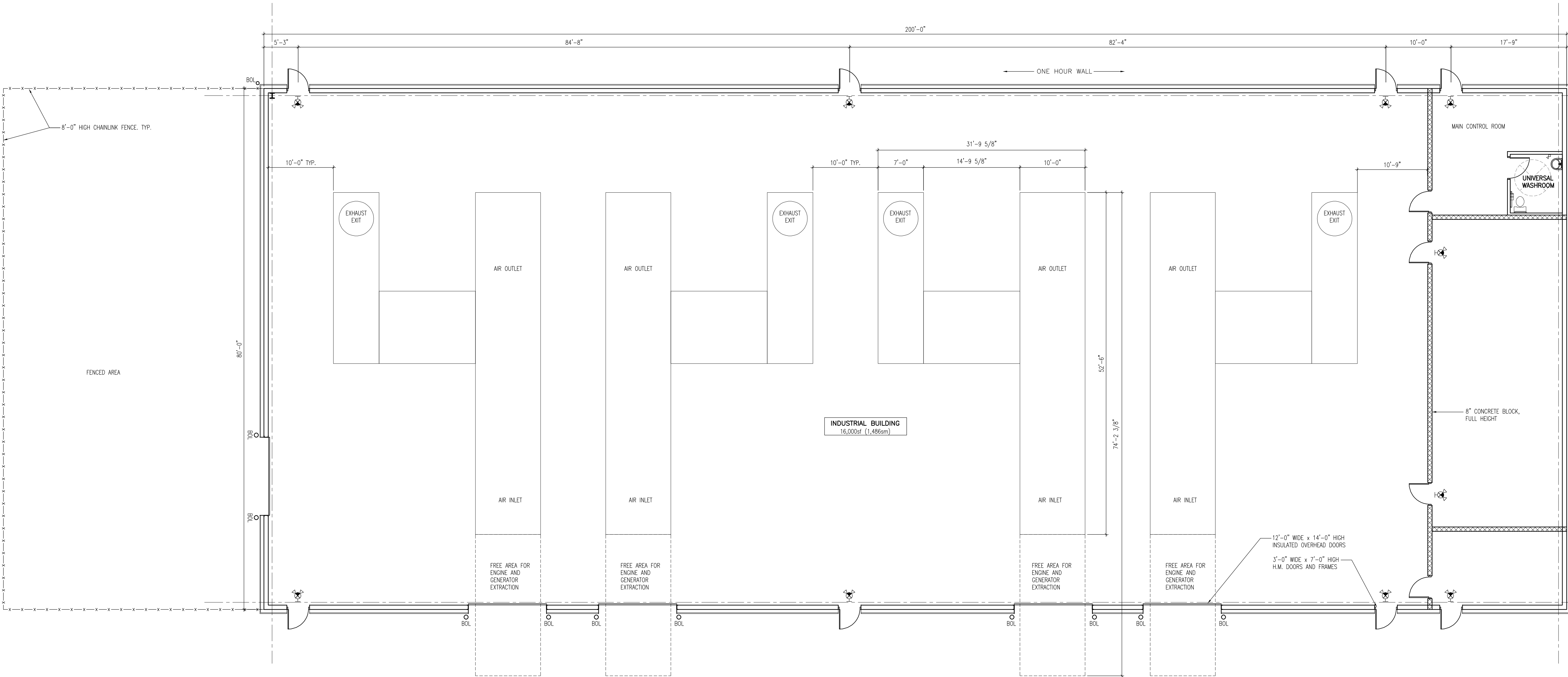
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OVERALL FLOOR PLAN

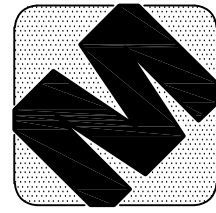
DATE : MAY 2025
SCALE : AS NOTED
DRAWN BY : JLD
CHECKED BY : MEM

PROJECT FILE NO. M23-259
DRAWING NO.

A1.1

SB-10 ZONE 5 (TABLE 5.5-5) :		
ELEMENT	REQUIRED	PROVIDED
ROOF	R35ci	R35ci
WALLS (STEEL)	R13 + R12ci	R26
FOUNDATION WALLS	R15ci VERT	R15ci VERT
SLAB ON GRADE	R15 x 48" HOR.	R15 x 48" HOR.

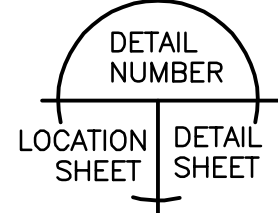




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14/05/25	ZONING BYLAW AMENDMENT

PROJECT

**BUILDING ADDITIONS AT
EXISTING INDUSTRIAL
DEVELOPMENT**

4325-4445 COUNTY ROAD 42
WINDSOR, ONTARIO

CLIENT

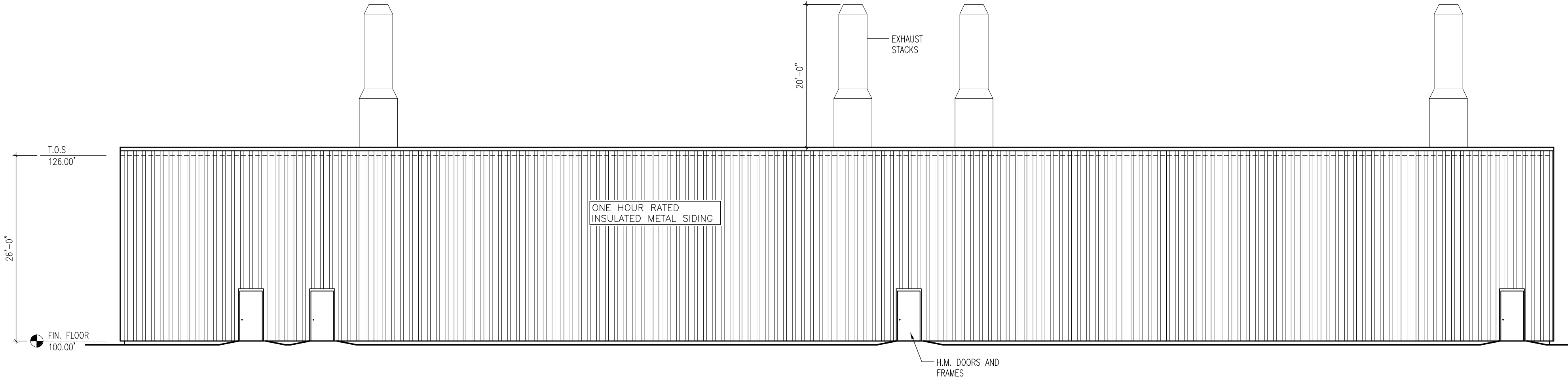
**EPIC PROPERTIES
LIMITED PARTNERSHIP**

DRAWING TITLE

BUILDING ELEVATIONS

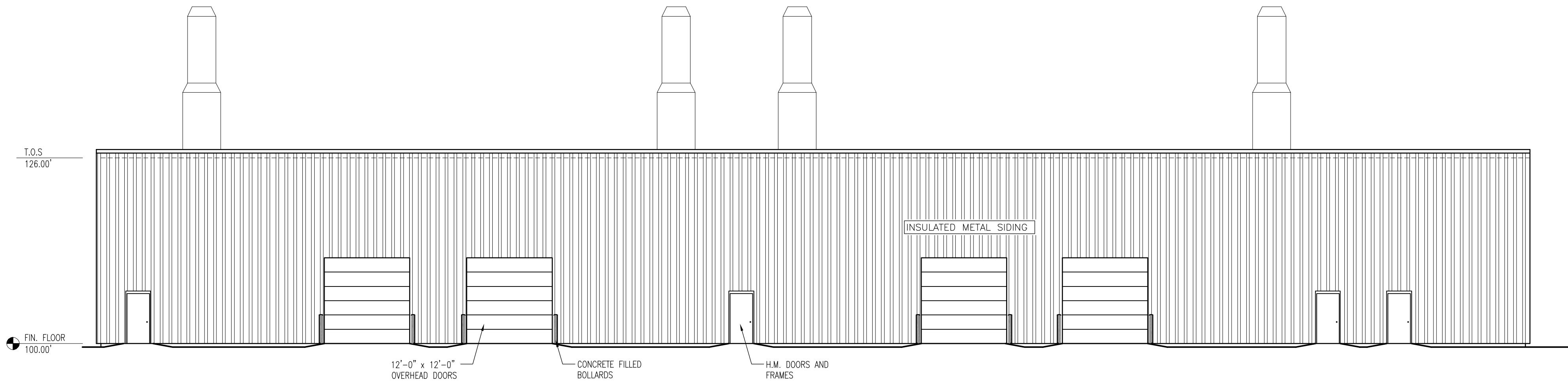
DATE :	MAY 2025
SCALE :	AS NOTED
DRAWN BY :	JLD
CHECKED BY :	MEM
PROJECT FILE NO.	M23-259
DRAWING NO.	

A3.1



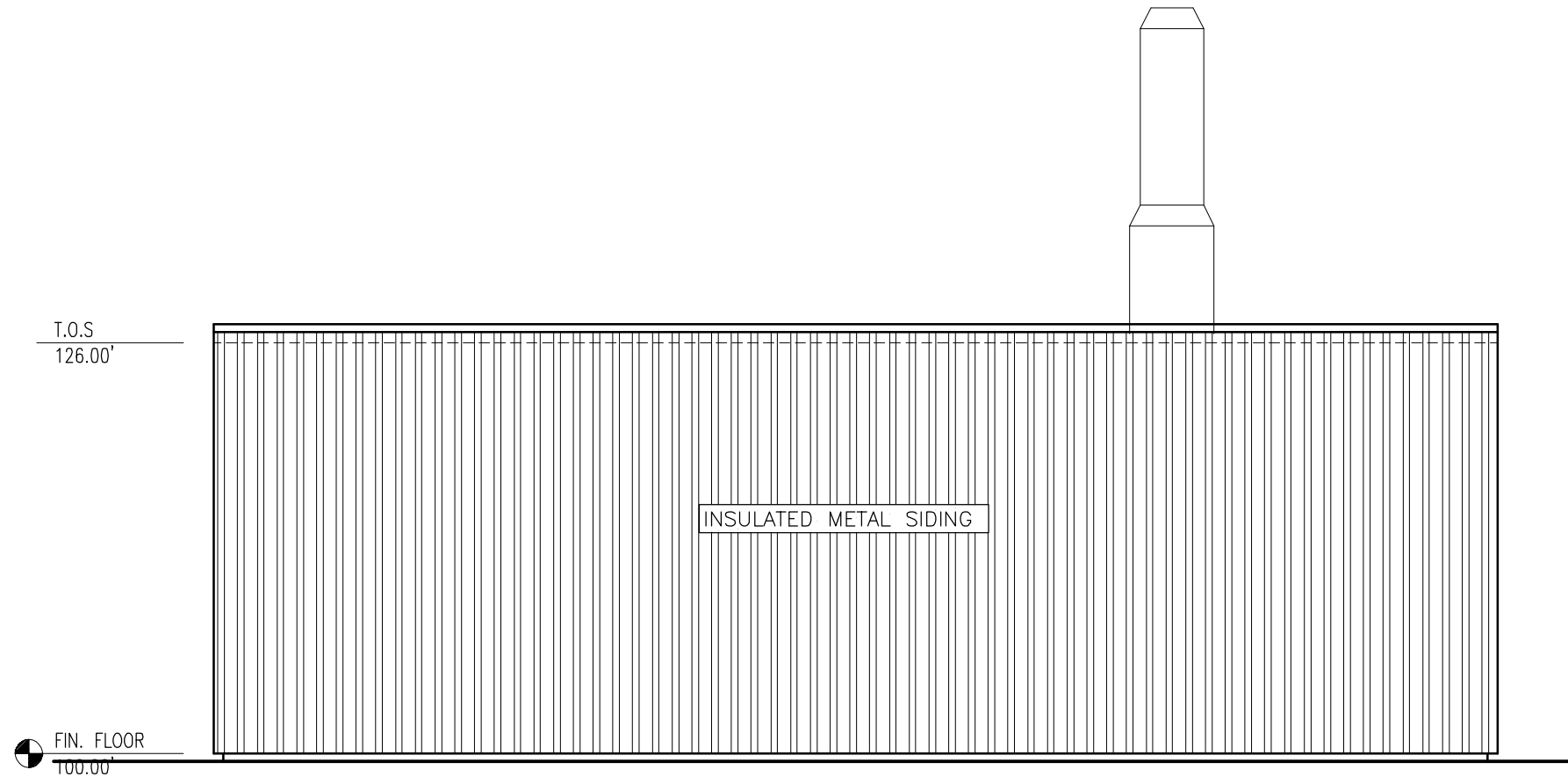
NORTH BUILDING ELEVATION

SCALE : 3/32" = 1'-0"



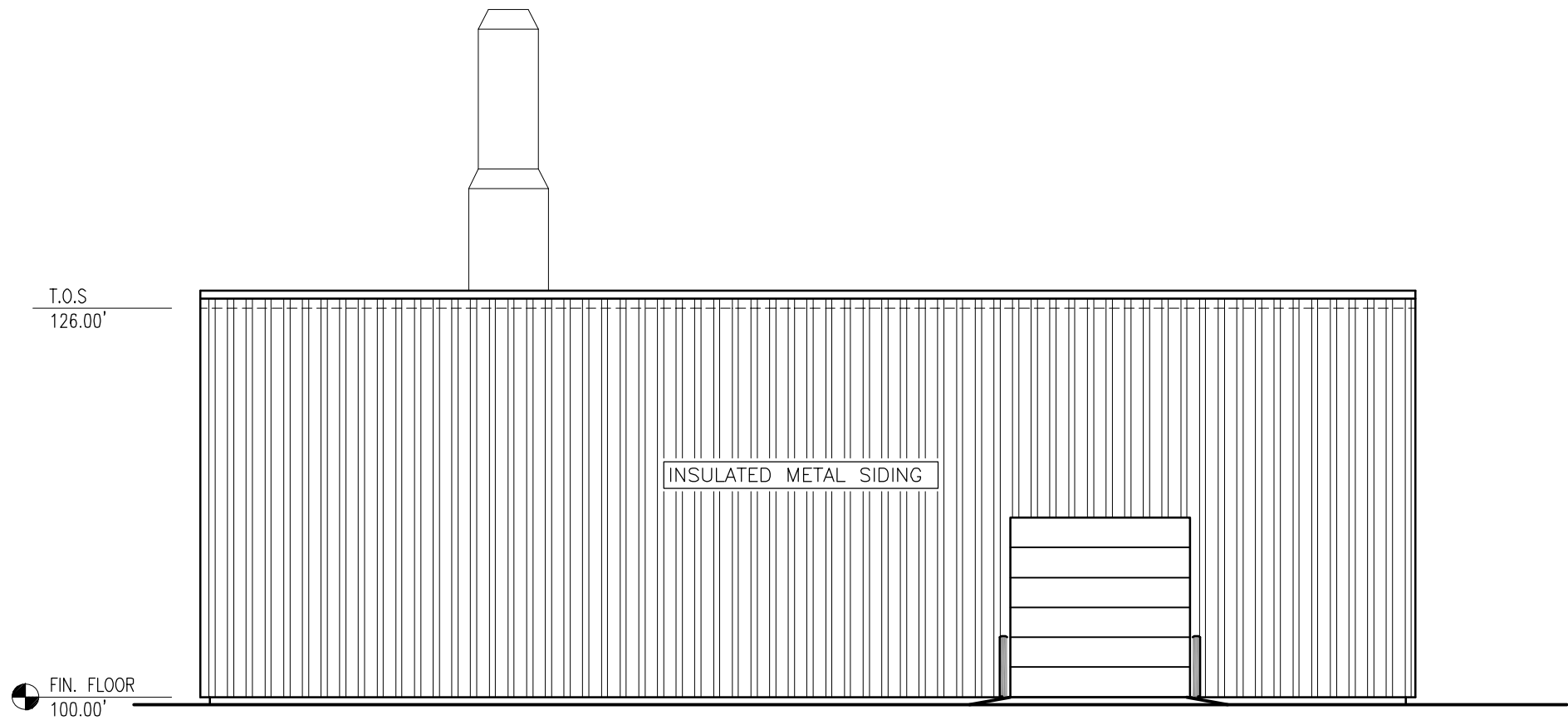
SOUTH BUILDING ELEVATION

SCALE : 3/32" = 1'-0"



EAST BUILDING ELEVATION

SCALE : 3/32" = 1'-0"



WEST BUILDING ELEVATION

SCALE : 3/32" = 1'-0"

APPENDIX B: CONSULTATION

CITY OF WINDSOR: ENGINEERING: DEVELOPMENT: ROB PERISSINOTTI

Sewers: The site is serviced by the 375mm PVC sanitary sewer which was installed by the owners under a servicing agreement with the City in 2017. Storm servicing is provided by a combination of the ditch on the west side of 8th Concession Road, as well as the Baseline Road Drain. Stormwater management shall be submitted in accordance with the Windsor Essex Stormwater Management Standards Manual for the portion of the site being modified. The new connection proposed to the ditch shall be installed in accordance with City of Windsor Engineering Best Practice B.P.1.3.2 – Storm Connections to Roadside Ditches and Municipal Drains. The drain is regulated by the Conservation Authority, and as such ERCA clearance is required.

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.

Prior to permit issuance, the applicant must submit a stormwater management plan in accordance with the Windsor-Essex Region Stormwater Management Standards Manual, ensuring runoff is restricted to predevelopment levels. The plan must include, at 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>

Right-of-Way: Several land conveyances and an easement along the County Road 42 frontage of this site are identified under the County Road 42 Portion of the Lauzon Parkway Environmental Assessment, as well as schedule X of the official plan. These property requirements are specified under S-1 and S-2 of the servicing agreement which has been registered on title. The owners have been working with the City to satisfy these items. The Lauzon Parkway Environmental Assessment also identifies the removal of the easterly most driveway access from this site. Further discussion between the owners and the City are required regarding this item. The driveway may be able to stay until such a time as the upgrades established under the EA are constructed.

Additionally, prior to the issuance of a construction permit, the owner(s) shall agree to gratuitously convey to the Corporation, land sufficient to create ROW width as specified in the Sandwich South Master Servicing Plan on 8th concession Rd. This conveyance shall be along the entire 8th Concession Rd. frontage of the subject lands. The property acquisition and easement would be required to accommodate the proposed future road widening and proposed relocated underground infrastructure and utilities.

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

APPENDIX B: CONSULTATION

respect to the subject land, based on final approval by the City Engineer. If applicable, the Owner will obtain all necessary permits and/or clearances from ERCA with respect to the drainage works on the subject lands.

In summary we have no objection to the proposed development. If you have any further questions or concerns, please contact Rob Perissinotti at rperissinotti@citywindsor.ca

CITY OF WINDSOR: ENGINEERING: TRANSPORTATION PLANNING: ELARA MEHRILOU

Land Conveyance: In reference to approved Lauzon Parkway Environmental Assessment, land conveyance is required if it is not already retained.

Corner Cut-Off: In reference to approved Lauzon Parkway Environmental Assessment, corner cut-off is required if it is not already retained.

Parking: All parking must comply with ZBL 8600.

Transportation Planning Impact Study: We have received and reviewed the Proposed Power Generation Building Traffic Memorandum, Project No. M23-259A, prepared by D.C. McCloskey Engineering Limited and dated May 6, 2025 (hereinafter referred to as the "Memo"). Following our review, we advise that the Transportation Department has no comments regarding the contents of the Memo.

Access: All accesses shall conform to the TAC Geometric Design Guide for Canadian Roads and the City of Windsor Standard Engineering Drawings.

- In reference to approved Lauzon Parkway Environmental Assessment, the nearest existing access to Cabana Road East and Eighth Concession Road intersection is subject to closure, effective immediately.
- Following the construction of the future roundabout at the intersection of Cabana Road East and Eighth Concession, the nearest access point to the roundabout should be restricted to right-in/right-out movements only. Due to its proximity to the roundabout and the associated safety concerns, left-turn movements at this access should be prohibited to mitigate potential hazards.

Exterior Path :All new exterior paths of travel must meet the requirements of the Accessibility for Ontarians with Disabilities Act (AODA).

Should you have any further questions or concerns, please contact Ellie MehriLou at EMehrilou@citywindsor.ca.

CITY OF WINDSOR: ENVIRONMENTAL POLICY: KAREN ALEXANDER & AVERIL PARENT

Environmental Policy staff have no objections. To uphold the City's commitment to Natural Heritage during development, the following measures apply:

1. Should Species at Risk or their habitat be found at any time on or adjacent to the site, cease activity immediately and contact MECP at SAROntario@ontario.ca for recommendations on next steps to prevent contravention of the Endangered Species Act (2007). The City of Windsor SAR hotline (519-816-5352) can also be used for relevant questions and concerns.

APPENDIX B: CONSULTATION

2. For a list of Species at Risk and other provincially tracked species with potential to be around the site, use the Natural Heritage Information Centre (NHIC) Make A Map tool, found at <https://www.ontario.ca/page/make-natural-heritage-area-map>
3. If trees or other vegetation (i.e., shrubs and unmaintained grasses) on/adjacent to the site are to be removed, damaged, or disturbed during the breeding bird season (April 1 – August 31), then sweeps for nesting birds should be conducted to prevent contravention of Migratory Bird Regulations (2022), the Migratory Birds Convention Act (1992), and section 7 of the Fish and Wildlife Conservation Act (1997). Visit <https://www.canada.ca/en/environment-climate-change/services/avoiding-harm-migratory-birds/reduce-risk-migratory-birds.html> for more information.
4. Beaver dams and dens of fur-bearing mammals are protected under section 8 of the Fish and Wildlife Conservation Act (1997) and are not to be damaged or destroyed without the proper authorization and/or license.
5. The City of Windsor is a Bird Friendly City. Bird Friendly Design is encouraged, particularly window collision mitigation. Options for integrating bird friendly design can be found here: www.birdsafe.ca and bird friendly guidelines can be found here: [Bird-Friendly Guidelines – City of Toronto](#).

CITY OF WINDSOR: PLANNING & DEVELOPMENT SERVICES: HERITAGE PLANNER: TRACY TANG

There is no identified built heritage concern associated with the property, and it is not located within an Archaeological Potential Zone (APZ). However, the following archaeological precaution should be noted.

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 with any archaeological requirements before work can be restarted.
2. If human remains are discovered during construction, all work must stop immediately, and the area secured. Local police or the coroner must be contacted to determine if the remains are human and part of a crime scene. If necessary, they will notify the appropriate provincial ministries, and work may only resume once clearance is provided by the Ministry of Citizenship and Multiculturalism.

Contacts: Windsor Police: 911

Windsor Planning & Development Services 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

Ontario Ministry of Public and Business Service Delivery and Procurement, Registrar of Burial Sites, War Graves, Abandoned Cemeteries and Cemetery Closures: Ian Hember, 1-437-244-9840, ian.hember@ontario.ca

APPENDIX B: CONSULTATION

CITY OF WINDSOR: PLANNING & DEVELOPMENT SERVICES: 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>

CITY OF WINDSOR: PLANNING & DEVELOPMENT SERVICES: LANDSCAPE ARCHITECT: RYAN UPTON

As requested, the materials for the file titled above have been reviewed. There are no objections or documents required from a Landscape Architecture perspective as it pertains to a Zoning By-law Amendment (ZBA).

CITY OF WINDSOR: PLANNING & DEVELOPMENT SERVICES: ZONING COORDINATOR: STEFAN PAVLICA

Zoning: Current: Industrial Zone (M1); **Proposed:** Industrial Zone (M1-XX)

Existing Use: Existing Commercial and Industrial facilities/buildings

Proposed Use: Power Generation Facility - **Not Permitted**

Section 5 – General Provisions:

- 5.3 – Street Frontage Required: As Existing; Complies
- 5.24 – Landscaped Open Space: Complies
- 5.31 – Loading Spaces: Complies
- 5.32 – Standards for Loading Spaces: Complies
- 5.33 – Parking Requirements: Required 21; Provided 22; Complies
- 5.33b – Required Number of Type A Accessible Parking Spaces: 1; Provided: 1
- 5.33b – Required Number of Type B Accessible Parking Spaces: 0; Provided: 0
- 5.33c – Size of Accessible Parking Space: 3.5 m by 5.5 m; Provided: 3.5 m by 5.5 m
- 5.33d – Access Aisles: complies
- 5.33e – Curb Cut or Ramp for Accessible Parking Space: **Does Not Comply**
- 5.34 – Standard for Parking Areas: Complies
- 5.42 – Unlawful Uses: complies
- 5.44 – Special Height Regulations – Windsor Airport:
 - Proposed Building Height = 46 feet or 14.02m; Spot elevation on site = 187.68m
 - 187.68m ASL + 14.02m = 201.7m: Proposed building is between the 200m ASL – 205m ASL zone from the Windsor Airport Master Plan

Section 14 – Industrial Zone (M1) Regulations:

- Minimum Lot Area [14.1.3]: Required: 2,000 m²; Provided: 76,923.0m²
- Minimum Lot Frontage [14.1.3]:
 - a) on a County Road: 61m (Required); 166m (Provided)

APPENDIX B: CONSULTATION

- b) on all other roads: 30m (Required); 166m (Provided)
- Maximum Lot Coverage [14.1.5]: Required: 40%; Provided: 21%
- Minimum Landscaped Open Space [14.1.6]: 10% (Required); 12% (Provided)
- Maximum Building Height [14.1.7]: 10.5m (Required); 7.9m (Provided)
- Minimum Front Yard Depth [14.1.8]: 12.0m (Required); As Existing – 18.3m (Provided)
- Minimum Side Yard Width [14.1.9]: c) all other cases: 6.0m (Required); 6.2m (Provided)
- Minimum Rear Yard Depth [14.1.10]: c) all other cases: 7.5m (Required); 93.8m (Provided)
- Buffer Strip [14.1.11]: 7.5m (Required); N/A (Provided)
- Outdoor Storage [14.1.13] e): The maximum height for permitted outside storage (except for machinery, equipment and trucks that are stored as single units at grade) shall not exceed 5 metres: Complies
- Outside Lighting Facilities [14.1.14]: Illuminated signs and exterior lighting installed on a lot to illuminate parking areas, driveways, loading areas, buildings or outside storage areas shall be so arranged as to direct light away from abutting lots and adjacent residential uses: **To Be Determined**
- Performance Standards [14.1.15]:
 - a) No dirt, dust or particulate matter shall be discharged into the air: **To Be Determined**
 - b) No noise shall exceed 60 dBA (decibels) during the day or 50 dBA at night at the boundaries of the lot provided that short intermittent noise peaks are permitted: **To Be Determined**
 - c) No toxic, obnoxious or corrosive fumes or gases shall be emitted: **To Be Determined**
 - d) No odours shall be perceptible at the lot boundaries: **To Be Determined**

ENWIN: WATER ENGINEERING: Bruce Ogg

ENWIN Water has no objections.

ESSEX REGION CONSERVATION AUTHORITY (ERCA): ALICIA GOOD

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

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 Regulation under the Conservation Authorities Act (Ontario Regulation No. 41/24). The parcel falls within the regulated area of the North Townline Drain and Baseline Road Drain. The property owner will be required to obtain an authorization 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.

APPENDIX B: CONSULTATION

In addition, the subject property may lie wholly or partially within the Event Based Area (EBA) of the Essex Region Source Protection Plan, which came into effect October 1, 2015. The Source Protection Plan was developed to provide measures to protect Essex Region's municipal drinking water sources. As a result of these policies, new projects in these areas may require approval by the Essex Region Risk Management Official (RMO) to ensure that appropriate actions are taken to mitigate any potential drinking water threats. Should your proposal require the installation of fuel storage on the site, please contact the RMO to ensure the handling and storage of fuel will not pose a significant risk to local sources of municipal drinking water. The Essex Region's Risk Management Official can be reached by email at riskmanagement@erca.org. If a Risk Management Plan has previously been negotiated on this property, it will be the responsibility of the new owner to contact the Essex Region Risk Management Official to establish an updated Risk Management Plan. For any questions regarding Source Water Protection and the applicable source protection plan policies that may apply to the site, please contact the Essex Region Risk Management Official.

We request the City of Windsor collect the ERCA fee of \$400 per line item 30 of the 2025 ERCA Fee schedule for this application.

We note that this development is within the Study Area of the Upper Little River Master Plan Environmental Assessment and should be designed accordingly. Additionally, this site is subject to appropriate setbacks from the top of bank of the natural hazards.

FINAL RECOMMENDATION

Our office has no objection to Z 018-25 [ZNG-7315]. Please continue to circulate our office with future Planning Act applications for this site, such as Application for Site Plan Control, as we may have further comments to provide regarding stormwater management or other natural hazard matters.

WINDSOR AIRPORT: LUKE VAN DER MARK

Due to the proximity to the airport and the approach to Runway 30, these lands are subject to Airport Zoning Regulations (AZR). Please refer to the links below for further guidance:

Transport Canada – Aeronautical Assessment Form (AAF)

<https://tc.canada.ca/en/aviation/general-operating-flight-rules/marking-lighting-obstacles-air-navigation#toc3>

NAV Canada – Land Use Form

<https://www.navcanada.ca/en/aeronautical-information/land-use-program.aspx>

If you have any questions or require assistance, please let me know

Subject: Joy Road Sanitary Sewer - Oversizing – Ward 10

Reference:

Date to Council: October 6, 2025

Author: Shannon Mills

Technologist III

(519) 255-6100 ext. 6635

smills@citywindsor.ca

Development – Engineering

Report Date: 9/17/2025

Clerk's File #: SL2025

To: Mayor and Members of City Council

Recommendation:

- I. That Council **APPROVE** \$35,773.54 (inclusive of HST) to be paid to Brouwer Enterprises Inc. as the City of Windsor's portion of the sanitary sewer oversizing costs for the Joy Road Sanitary Sewer Development to be funded from the Project ID #7035119 – New Infrastructure Development; and further,
- II. That Council **APPROVE** an extension of the standard one-year compliance period to a total of three years for the property owners of lands municipally known as 4610, 4635, and 4650 Joy Road, to meet the requirements of the Property Standards By-law 9-2019, Schedule A, section 1.21. The extended compliance period shall begin on the date the City issues a formal notice to the property owners requiring connection to the sanitary sewer.

Executive Summary:

N/A

Background:

In 2019 the property owner of 4620 8th Concession Road applied to the Committee of Adjustment to sever their property into four (4) lots (Application numbers: B-057/19, B-058/19, B-059/19). Approval was granted based on the requirement to obtain an Official Plan Amendment to allow septic systems to be installed.

In 2021 a sanitary sewer was constructed by Brouwer Enterprises Inc. ("Developer") on Joy Road, east of the 8th Concession Road to service the resulting lots being 4605,

4615 and 4625 Joy Road in accordance with the City of Windsor's General Servicing Conditions under a Special Permit issued by the Office of the Commissioner of Infrastructure Services. Drawing C-3873 (Appendix A) shows the location of the new sewer. Servicing was completed and paid for by the Developer in accordance with City standards, with all drawings were reviewed and approved by the City of Windsor prior to construction. The sewer infrastructure is now ready to be assumed, as all permit conditions have been met to the satisfaction of the City Engineer.

Existing properties on Joy Road are on septic systems as no municipal sanitary sewer was available at the time homes were built. City staff required the Developer to oversize the new sanitary sewer in order to allow for its future easterly extension to service the entire street. As a result of the City's direction the Developer was required to install a 450mm diameter sanitary sewer as opposed to a 250mm diameter sewer, which is what would be required solely for the development. The developer is seeking payment from the City for the costs incurred to oversize the sewer.

In 2023, the construction of a sanitary sewer and private drain connections on Joy Road, from its eastern limit to the eastern extent of the sewer constructed by the Developer was approved (CR232/2023) as shown in the attached Appendix C (C-3709), as a local improvement under the provisions of O. Reg. 586/06 under the *Municipal Act*, and that Notice of Intention to pass Local Improvement Charges By-Law be given to the public and affected owners, including the intention to apply to the Ontario Land Tribunal under section 8 of O. Reg. 586/06 for approval to undertake the work as a local improvement. Such notice was subsequently given, and it is now Administration's intention to apply to the Ontario Land Tribunal accordingly.

Discussion:

Oversizing

It is standard practice to compensate Developers when the City requires oversized services in order to service lands owned by others. This is detailed in the City of Windsor's Development Manual 2015, Section 1.7, Oversizing.

In January 2024, McCloskey Engineering, the Developer's Consulting Engineer submitted a proposal for cost sharing. Final oversizing costs have been negotiated and agreed upon by City staff (Appendix B). The City recommends payment to Brouwer Enterprises Inc. for cost sharing related to the sanitary sewer oversizing costs for the Joy Road Sanitary Sewer Development to be funded from Project ID #7035119 – New Infrastructure Development. Final assumption of the sewer and oversizing payment will be made to the Developer immediately following Council approval.

Local Improvement

The sanitary sewer extension along Joy Road has resulted in three (3) privately owned properties municipally known as 4610, 4635, and 4650 Joy Road gaining access to the new infrastructure as they are within 30 meters of the new sanitary sewer. In accordance with Property Standards By-law 9-2019, Schedule A, Section 1.21, these properties will be required to connect to the sanitary sewer system within one year of being issued notice by the City and pay the associated servicing charges. These properties are part of the City-initiated Local Improvement project for the installation of

sanitary sewer infrastructure along Joy Road approved by CR232/2023. Although the outcome of the Ontario Land Tribunal is not yet known, connecting through the Local Improvement process is likely to be more cost-effective for the affected property owners due to economies of scale.

If the Local Improvement construction project proceeds, private drain connections would be installed by the City's contractor and local improvement flat rate charges applied through the local improvement process.

If the Local Improvement construction project does not move forward; however, the property owners will be issued a notice requiring decommissioning of their septic system and connection to the Developer's sanitary sewer. In this case the property owner would be required to pay the full cost of tapping the sewer, installing the private drain connection and associated road repair expenses. Additionally, 4635 and 4650 Joy Road would need to enter into encroachment agreements to extend a private drain connection from their frontage to the existing sewer - resulting in further costs that would be avoided under the Local Improvement process. Therefore, to allow time for the Local Improvement to proceed, staff is recommending a three-year extension to the requirements of Property Standards By-law 9-2019.

Risk Analysis:

There is minimal risk to the City. Prior to permitting the Developer was notified that any cost sharing work for oversizing of services conducted by the Developer prior to Council approval would be at the Developer's entire expense and risk. The proposed cost sharing is based on actual construction costs.

Any extension of timelines to connect beyond the one (1) year requirement under By-law 9-2019 carries an increased risk that the owners of 4610, 4635, and 4650 Joy Road may change prior to the servicing fees being paid in full. The City is not involved in purchase and sale transactions during the sale of a property. If the seller does not notify the buyer that Septic Changeover is required and that sanitary servicing charges are pending, the buyer may not be aware of the significant costs they must incur. This risk should be considered when granting exceptions to By-law 9-2019.

Climate Change Risks:

Climate Change Mitigation

This report is administrative in nature and does not include any risks related to Climate Change mitigation.

Climate Change Adaptation

This report is administrative in nature and does not include any risks related to Climate Change Adaptation.

Financial Matters:

The City's share for oversizing/servicing costs is \$35,773.54 (inclusive of HST). There is sufficient funding available in the project budget 7035119 - New Infrastructure Development to cover the costs outlined in this report. There will be approximately \$1.26 million in available funding after this payment.

Consultations:

Kathy Buis – Financial Planning Administrator
Robert Perissinotti – Development Engineer
Adam Mourad – Engineer III, Design Standards Lead
Michael Dennis – Manager, Strategic Capital Budget Development and Control
Aaron Farough – Senior Legal Counsel

Conclusion:

Administration is recommending approval for payment to Brouwer Enterprises Inc. in the amount of \$35,773.54 (inclusive of HST) for the oversizing charges for the Joy Road Sanitary Sewer Development. Payment to be funded from Project ID #7035119 - New Infrastructure Development.

Planning Act Matters:

N/A

Approvals:

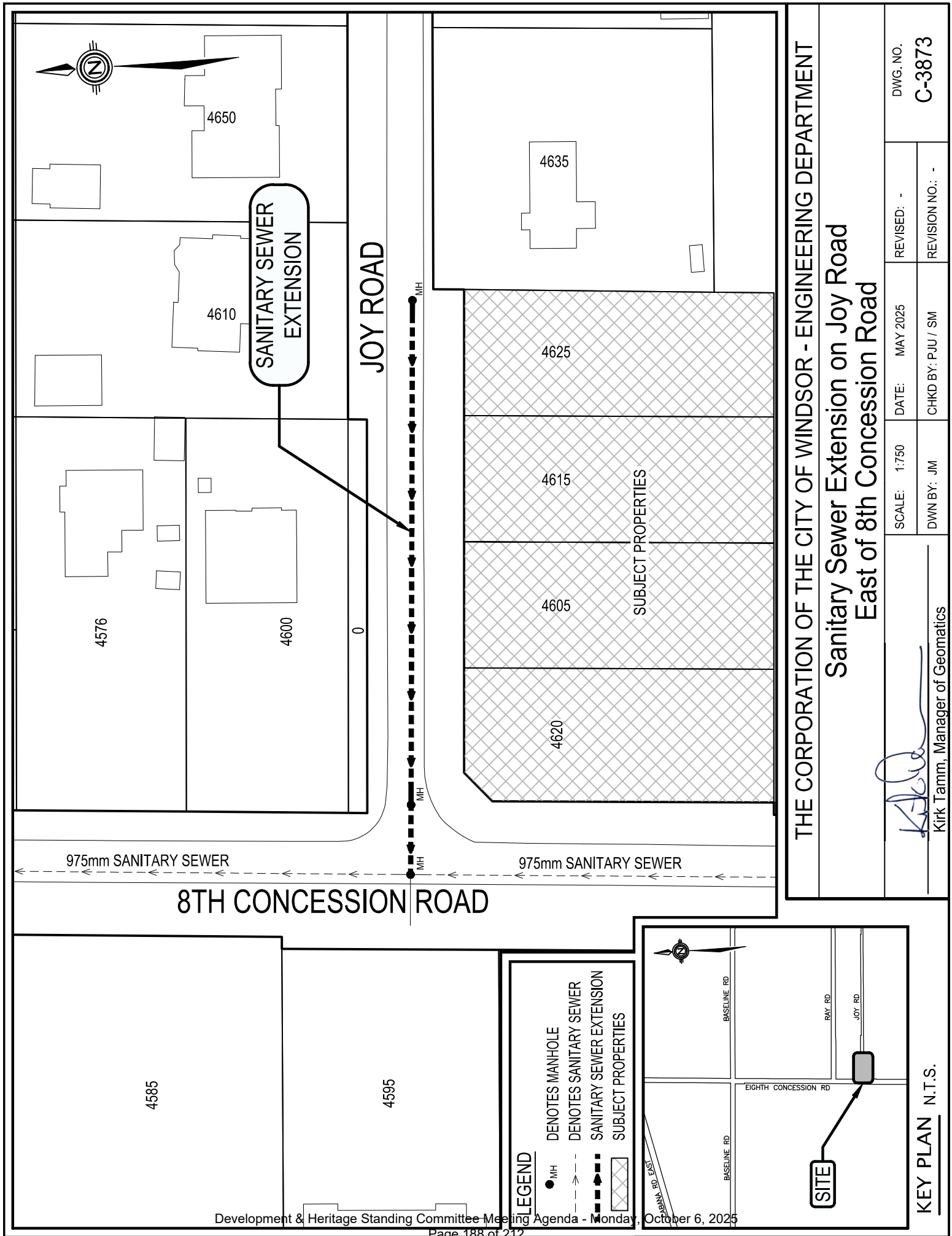
Name	Title
Patrick Winters	Manager of Development
Mark Spizzirri	Manager, Performance Measurement and Business Case Development
Stacey McGuire	Executive Director of Engineering and Deputy City Engineer
David Simpson	Commissioner, Infrastructure Services and City Engineer
Wira Vendrasco	City Solicitor
Janice Guthrie	Commissioner, Finance and City Treasurer
Ray Mensour	Chief Administrative Officer

Notifications:

Name	Address	Email
Ward 8 Councillor Gary Kaschak		
Brouwer Enterprises Inc.		
D.C. McCloskey Engineering Ltd. c/o Mark McCloskey		
List provided to Clerks office		

Appendices:

- 1 C-3873
- 2 Oversizing Cost Proposal
- 3 C-3709





Corporation of the City of Windsor
Engineering Department
350 City Hall Square, West
Windsor, ON N9A 6S1

06 January 2024
Project No. M19-337
REVISED 30 July 2025

Attention: Rob Perissinotti, P.Eng.
Development Engineer

Re: Cost Sharing Agreement for the Joy Road Sanitary Sewer

A proposal has been prepared for the cost sharing of the construction and engineering design fees for the Joy Road sanitary sewer extension to be reviewed and agreed upon between the Corporation of the City of Windsor (City of Windsor) and Brouwer Enterprises Inc (Brouwer).

Joy Road Sanitary Servicing Project Details:

1. Serviced lots for Brouwer: 4
2. Total Joy Road frontage serviced by sanitary sewer: 2 sides of street x 278 feet street length = 556 feet
3. Brouwer frontage: 278 feet
4. 83m of 450mm (18") diameter PVC sanitary sewer

The project total cost consists of the work completed by Shearock Construction Group Inc. and the Engineering Design and Construction Review Services completed by D.C. McCloskey Engineering Ltd. The attached table is a summary of the construction and engineering design costs, referencing the Shearock Construction Group Inc. invoices dated 31 July 2021 and 21 August 2024, and D.C. McCloskey Engineering Ltd. invoice dated 23 July 2021 for the design, and second invoice dated 06 January 2025 for the preparation of this agreement.

The installation of this sanitary sewer provides equal benefit to Brouwer and the City of Windsor based on lot frontage, and therefore I recommend items 1 and 3 through 11 on the attached table be equally shared. The minimum sanitary sewer size according to the City of Windsor is 250mm, and this 450mm sanitary sewer extension has been over-sized to service the properties east of the Brouwer lots. The estimated cost for each size of pipe, including excavation and backfill, is \$475.00 and \$650.00 per meter of 250mm and 450mm pipe, respectively. The oversizing charge to be paid by the City of Windsor is calculated as:

$$(\$650.00 - \$475.00) \times 83\text{m} = \$14,525.00$$



d.c.mccloskey engineering ltd.

Additional asphalt paving due to increase depth required for sewer to service entire road is \$16,063.73.

The City of Windsor cost for the Joy Road asphalt and sewer over-sizing is summarized below:

• Oversized Pipe (\$650.00 - \$475.00) x 83m	\$14,525.00
• Additional asphalt paving due to increased depth	\$16,063.75
Subtotal	\$30,588.75
• City's share of engineering & construction administration (15%)	\$ 4,588.31
• HST on construction administration (13%)	\$ 596.48
Total City Cost	\$35,773.54

The total price to be paid by the City of Windsor is \$35,773.54.

I trust the above meets your requirements. If you have any question regarding the above, please contact our office.

Yours truly,
D.C. McCLOSKEY ENGINEERING LTD.

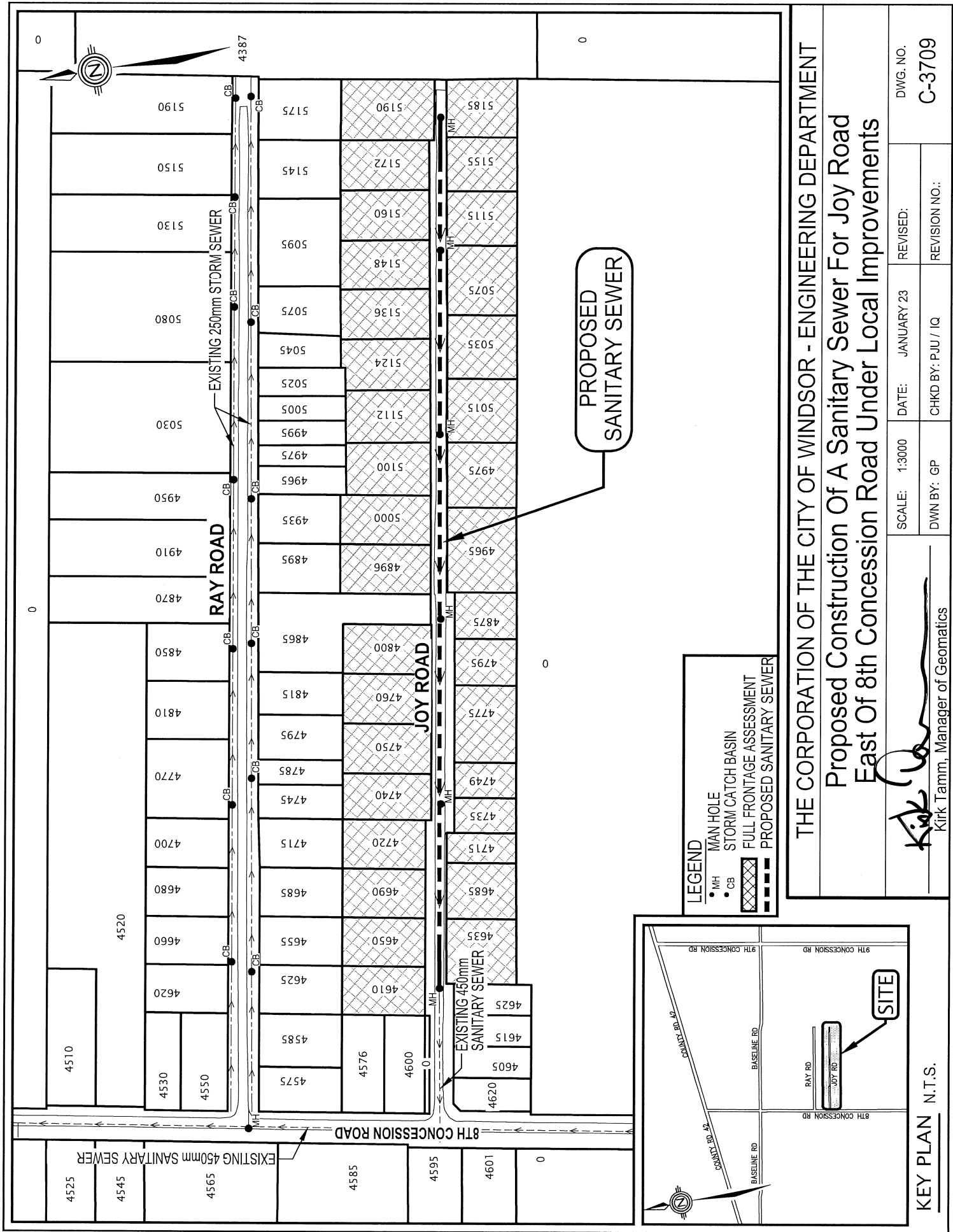
Mark E. McCloskey, P. Eng.



MEM/kj

Attachments: Cost Sharing Summary
SheaRock Construction Group Inc. Invoice No. 1296
SheaRock Construction Group Inc. Invoice No. 2350
D.C. McCloskey Engineering Ltd. Invoice No. M19-337-3
D.C. McCloskey Engineering Ltd. Invoice No. M19-337-4

CC: Brouwer Enterprises Inc.



Subject: Part Closure of east/west alley located between Seventh Street and Eighth Street, SAA-7320 - Ward 1

Reference:

Date to Council: October 6, 2025
Author: Brian Nagata, MCIP, RPP
Planner III - Development (A)
(519) 255-6543 ext. 6181

Planning & Building Services
Report Date: September 9, 2025
Clerk's File #: SAA2025

To: Mayor and Members of City Council

Recommendation:

- I. THAT the 125.0 metre portion of the 4.57-metre-wide east/west alley, located between Seventh Street and Eighth Street, and shown on Drawing No. CC-1873 (attached hereto as Appendix "A"), and hereinafter referred to as the "Subject Alley", **BE ASSUMED** for subsequent closure;
- II. THAT the portion of the Subject Alley shown as Part 1 on Drawing No. CC-1873 **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;
- III. THAT the portion of the Subject Alley shown as Part 2 on Drawing No. CC-1873 **BE CLOSED AND RETAINED** by The Corporation of the City of Windsor and as necessary, in a manner deemed appropriate by the City Planner;
- IV. THAT Conveyance Cost **BE SET** as follows in accordance with CR106/2003, as amended by CR427/2003 & CR182/2005:
 - a. For alley conveyed to abutting lands zoned RD1.1, \$1.00 plus HST, 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;
- V. THAT The City Planner **BE REQUESTED** to supply the appropriate legal description, in accordance with Drawing No. CC-1873;
- VI. THAT The City Solicitor **BE REQUESTED** to prepare the necessary by-law(s);
- 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,

Background:

The applicant, Karema El-Ghafaz, owner of the property known municipally as 3140 Fazio Drive (the “Subject Property”), applied to close the 125.0 metre portion of the 4.57-metre-wide east/west alley, located between Seventh Street and Eighth Street (the “Subject Alley”), and shown on Drawing No. CC-1873 attached hereto as Appendix “A”, and also shown on the aerial photo attached hereto as Appendix “B”.

The applicant wishes to close the Subject Alley for the purpose of purchasing the abutting portion as a lot addition to address their privacy fence that encroaches therein. After submitting the alley closure application, the applicant has cleared the encroachment violations on the Subject Alley, however they still wish to proceed with the alley closure process to purchase the abutting portion as a lot addition.

The Subject Alley is unmaintained and composed primarily of grass and natural vegetation. The Subject Alley has been encroached on over the years by abutting properties with buildings, landscaping and structures. There are no Encroachment Agreements on record for the use of the Subject Alley.

The remainder of the east/west alley was closed by By-law 88-2021, passed on June 7, 2021, and registered on June 29, 2021.

The Subject Alley was established by Registered Plan of Subdivision No. 904, registered on November 26, 1919.

Discussion:

The criteria for evaluating applications to close a street or alley is included as part of the City’s *Street & Alley Closing Policy* (the “Policy”) as amended from time to time by Council Resolution.

The Policy provides four classifications that a street or alley will fall under and corresponding direction pertaining to its suitability for closing. The classifications with corresponding suitability for closure are referenced under CR146/2005, summarized in Table 1 below and attached hereto as Appendix “E”.

Table 1 - Classification & Suitability for Closing a Street or Alley

Classification	Suitability for Closing
Indispensable	Should not be closed
Have some usefulness	Should be considered for closing only upon request of abutting owners rather than by encouragement of the City
Appear to serve no useful purpose, either now or anticipated	Should be closed if at all possible
Lying in Holding zones and other similar undeveloped areas	Should not be closed unless there is a municipal need or specific development proposals acceptable to the City are submitted

The Planning Department deems the Subject Alley “dispensable”, as it appears to serve no useful purpose, either now or anticipated, and supports the requested closure.

It is our recommendation that, upon closure, the abutting 14 property owners be given the chance to acquire the portion of the Subject Alley shown as Part 1 in the manner described in the Recommendation section herein. Hence the recommendation is to close and convey Part 1 in **as is condition** to the abutting property owners, which is the standard manner of conveyance.

Additionally, the City will provide abutting property owners with the opportunity to purchase the full width of Part 1. This is to remain consistent with CR458/2020, which closed the remainder of the east/west alley, and based on the fact that the City owns all but one of the properties abutting Part 1 to the south. This does not apply to the portion of Part 1, abutting the privately owned 0 Gratiot Street, highlighted in Figure 1 below.



Figure 1 - 0 Gratiot Street

We also recommend that, upon closure, The Corporation of The City of Windsor retain the portion of the Subject Alley shown as Part 2 in the manner described in the Recommendation section herein. Hence the recommendation is to close and retain Part 2. The Parks Department intends to consolidate Part 2 with the abutting City owned lands making up part of the Spring Garden Natural Area.

Risk Analysis:

The recommended closure will divest the City of associated liability risks and maintenance costs. The recommended closure poses no known risk to the 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 RD1.1 is assessed at \$1.00 plus HST, 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.

The survey cost is estimated at \$7,500.00 and will be funded by Capital Project 7145002. Should this report be approved, all available funds in Capital Project 7145002 for 2025 will be fully committed. Alternative funding will need to be identified prior to any additional alley closures request being considered for the remaining of 2025 or deferred until the 2026 budget is approved.

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 first-class mail on August 29, 2025, 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.

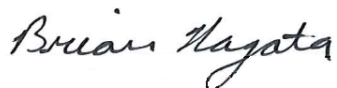
Conclusion:

The Planning Department recommends closure of the Subject Alley shown on attached Appendix "A", as in Recommendations II & III of this report.

The portion of the closed Subject Alley shown as Part 1 on Drawing No. CC-1873 is to be conveyed in **as is condition** to the abutting property owners as in Recommendation II report.

The portion of the closed Subject Alley shown as Part 2 on Drawing No. CC-1873 is to be retained by The Corporation of The City of Windsor as in Recommendation III of this report.

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
Manager - Planning (Development Applications)

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)
Laura Diotte	Manager - Planning (Development Applications)
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

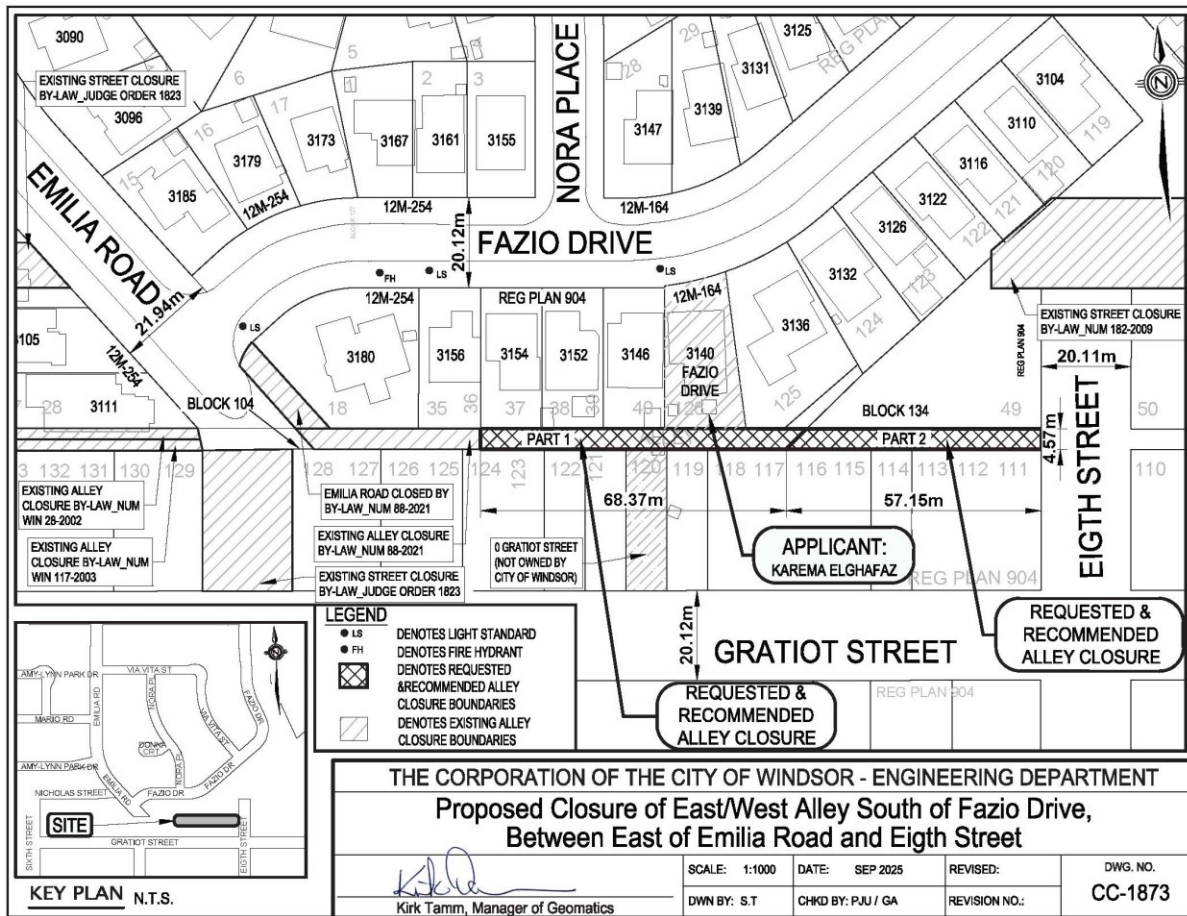
Notifications:

The Planning Department provided the Clerks Department with mailing labels for Notice of Development & Heritage Standing Committee on September 4, 2025, via email.

Appendices:

- 1 Appendix A - Drawing No. CC-1873
- 2 Appendix B - EIS Drawing - Aerial Photo
- 3 Appendix C - Consultations w Municipal Departments & Utility Companies
- 4 Appendix D - Site Photos
- 5 Appendix E - Classification of Alleys and Suitability for Closure

APPENDIX "A" **Drawing No. CC-1873**



APPENDIX "B"

EIS Drawing - Aerial Photo



STREET & ALLEY CLOSING (SAA/7320)

1:1,000

APPLICANT : KAREMA ELGHFAZ

 REQUESTED & RECOMMENDED CLOSURE

PLANNING DEPARTMENT - PLANNING POLICY
DATE: AUGUST, 2025



APPENDIX “C”

Consultations with Municipal Departments and Utility Companies

BELL CANADA

No comments provided

COGECO CONNEXION INC.

No comments provided

ENBRIDGE GAS INC.

No comments provided

ENGINEERING (DEVELOPMENT & ROW)

Part of the proposed alley closure has already been implemented. 3156 Fazio Drive and 3180 Fazio Drive are closed according to EIS.

Minus the space from the previously mentioned addresses, the alley closure measures approximately 75 m in length and 5 m in width in consideration of the drain positioned next to the properties.

There are several encroachments along the alley.

We have no objections to this closure.

[Ethan Hernandez - Development Engineering Co-op Student]

ENGINEERING (OPERATIONS)

No comments provided

ENVIRONMENTAL SERVICES

No comments provided

ENWIN UTILITIES LTD. (HYDRO)

No Objection

[Jerry Raniwsky - Senior Hydro Engineering Technologist]

ENWIN UTILITIES LTD. (WATER)

ENWIN Water has no objections

[Bruce Ogg - Water Project Review Officer]

LEGAL & REAL ESTATE SERVICES

No comments provided

MANAGED NETWORK SYSTEM INC. (MNSi)

MNSi does not require any Easements through the area of this closure.

[Dave Hartleib - Outside Plant Manager]

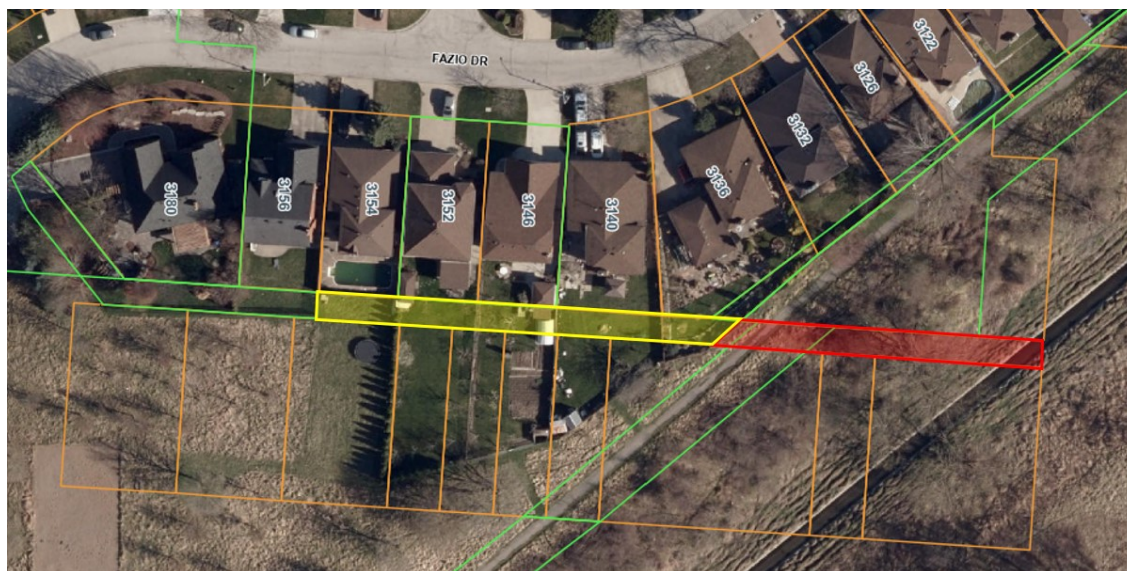
PARKS

The Parks Development has no comments to this alley closure application.

[Hoda Kameli - Landscape Architect]

For consideration:

The portion of the alley furthest west (green outline) was previously closed and entirely conveyed to the adjacent landowners. Should we consider not retaining any portion of the alley so our park boundary lines up straight to the creek? Then any city parcels south of the alley get restored to prairie habitat once these folks vacate.



[Karen Alexander - Naturalist & Outreach Coordinator]

PLANNING (LANDSCAPE)

As requested, the Street & Alley Closure application has been reviewed and there are no objections or concerns from a landscape architectural perspective.

[Ryan Upton - Landscape Architect]

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.

[Frederic Sua - Design Specialist II - Access Engineering]

TRAFFIC OPERATIONS

The alleyway shown is not required for vehicles or pedestrian access. The alley system is cut off by a missing link behind Property 3136 and would not be useful to the general public if left open. No objections with closing the entire alley system as shown.

[Ankit Italiya - Traffic Technician]

TRANSPORTATION PLANNING

Transportation Planning has no objections to the proposed alley/street closure.

[Elara Mehrilou - Transportation Planner I]

WINDSOR FIRE

No comments provided

WINDSOR POLICE

The Windsor Police Service has no concerns or objections with this particular application for closure. The end result from this will not inhibit our ability to provide emergency police response or other general service delivery and incident response capability to the affected/abutting properties.

[Barry Horrobin - Director of Planning & Physical Resources]

APPENDIX “D”
Site Photos (Google Street View - June 2025)



Figure 1 - Looking east towards alley from Fazio Drive (3180 Fazio Drive on left)

APPENDIX “E”

Criteria for Evaluating Applications to Close a Street or Alley

Classifications:

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.



Committee Matters: SCM 293/2025

**Subject: Minutes of the International Relations Committee of its meeting held
September 5, 2025**

INTERNATIONAL RELATIONS COMMITTEE

Meeting held September 5, 2025

A meeting of the International Relations Committee is held this day commencing at 1:30 o'clock p.m. in Room 139, 350 City Hall Square West, there being present the following members:

Councillor Angelo Marignani, Chair
Councillor Renaldo Agostino
Councillor Fred Francis
Councillor Ed Sleiman
Lubna Barakat (via Zoom)
Jerry Barycki
Ronnie Haidar (via Zoom)

Regrets received from:

L.T. Zhao

Also present are the following resource personnel:

Sandra Gebauer, Council Assistant
Karen Kadour, Committee Coordinator

1. Call to Order

The Chair calls the meeting to order at 1:35 o'clock p.m. and the Committee considers the Agenda being Schedule:" A", attached hereto, matters which are dealt with as follows:

2. Declarations of Conflict

None disclosed.

3. Minutes

Moved by Councillor Fred Francis, seconded by Councillor Renaldo Agostino,
That the minutes of the International Relations Committee of its meeting held May 21, 2025, **BE ADOPTED** as presented.
Carried.

4. Business Items

4.1 Draft Agreement with the Kupiansk City Military Administration (Kharkiv Region, Ukraine)

In response to a question asked by Councillor Fred Francis regarding how this agreement differentiates from a Sister City Agreement, Sandra Gebauer explains this is a symbolic agreement with no lasting commitments and is meant to show our support with the City of Ukraine and the City of Windsor.

Moved by Councillor Fred Francis, seconded by Councillor Renaldo Agostino,
That the agreement with the Kupiansk City Military Administration (Kharkiv Region, Ukraine) **BE APPROVED**.
Carried.

4.2 Recent visit of the Chair and Jerry Barycki to our Sister Cities Mannheim, Germany and Lublin, Poland

The Chair provides the following remarks relating to the recent visit to Mannheim, Germany and Lublin, Poland:

- The City of Mannheim demonstrated interest in collaboration with the City of Windsor in terms of our environmental department, academics and sports teams.
- There was a meeting with the Mayor of the City of Mannheim, and an exchange of gifts along with a presentation in front of their Council.
- The places that they visited highlighted where Mannheim and Europe are moving in the tech sector and the social sector. They also saw the repurposing of old industrial areas into new factories and facilities.
- The City of Mannheim is interested in further developing their relationship with the City of Windsor, i.e. academic student exchange.

Jerry Barycki provides an overview of the recent visit to Lublin, Poland as follows:

- The City of Mannheim and Lublin are both keen in understanding the political situation and are eager to work on these areas.
- The City of Lublin is very active in terms of culture.
- The City of Lublin opened the doors to Ukraine and organized centres to help the people.
- The business centre in Lublin was impressive along with the airport which accommodates very large aircraft.

The Chair notes that the City of Mannheim is keen on developing collaborations that are in tune with the City of Windsor's industry and education along with sports. He adds that the City of Lublin is more focused on the war due to being on the main gateway to Europe. He remarks that the City of Lublin was impressive in terms of their academics.

Ronnie Haidar advises that the University of Windsor has a student exchange program with the University of Mannheim. He adds that he will be representing the University of Windsor at the the European Conference of Argumentation to be held in two weeks in Warsaw, Poland.

Moved by Councillor Ed Sleiman, seconded by Councillor Renaldo Agostino,
That the update regarding the recent visit to Mannheim, Germany and Lublin, Poland by Councillor Angelo Marignani, Chair and Jerry Barycki **BE RECEIVED**.
Carried.

4.3 Children's Art Exhibition

Sandra Gebauer advises that the Children's Art Exhibition will be displayed at Devonshire Mall from October 6, 2025, to October 13, 2025. This will be followed by a display at Art Windsor Essex; however, the dates have not been confirmed. The Media Release for calls for local participation will be sent out today. She adds that this information will also be shared with the school boards.

5. Confirm and Ratify E-mail Poll

Sandra Gebauer advises that this will be first step in exploring a Friendship City relationship with Arlington, Texas. She remarks that the City of Arlington is eager to welcome a delegation from the City of Windsor to visit possibly in October 2025. The City of Arlington has also requested representation from Economic Development and Tourism. She notes Arlington is also interested in the City of Windsor's environmental process and initiatives as well as representation from education, i.e. University of Windsor and St. Clair College.

In response to a question asked by Councillor Ed Sleiman, regarding the industries in Arlington, the Chair responds they have automotive (General Motors) and is located next to two large metropolises - Dallas and Fort Worth, Texas.

Councillor Fred Francis advises that the World Cup will be held in the summer of 2026 to be hosted by Mexico, Canada and the United States and one of the venues will be Arlington, Texas. This is an opportunity to welcome the world and countries that host some of our Sister Cities.

The Chair suggests October 16, 17 and 18 as possible dates to visit Arlington. Discussion ensues regarding representation from the City of Windsor and other organizations along with those who will attend from the IRC.

In response to a question asked by the Chair regarding if any members wish to be part of the delegation going to Arlington, Councillor Renaldo Agostino, Ronnie Haidar and the Chair respond affirmatively. It is also suggested that an invitation be extended to

Mayor Dilkens; a representative from Invest Windsor Essex as well as a staff representative from the city for a total delegation of 6.

That the results of the e-mail poll conducted on July 2, 2025 approving the following recommendation **BE CONFIRMED AND RATIFIED:**

Moved by Councillor Fred Francis, seconded by Councillor Renald Agostino,

That the International Relations Committee **MOVE FORWARD** with scheduling reciprocal site visits with Arlington, Texas, as a starting point for exploring a potential partnership; and,

That the delegations **INCLUDE** representation from the Committee as well as representation from Tourism and Economic Development; and,

That the Committee **APPROVE** a budget in the upset amount of \$15,000 to support costs associated with both the incoming and outgoing delegations.

Carried.

6. Communications

6.1 Letter to Mayor Drew Dilkens regarding the release of "A look at Hirska Community: Recommendations for Occupied Territories"

Moved by Councillor Fred Francis, seconded by Councillor Renaldo Agostino,

That the letter to Mayor Drew Dilkens regarding the release of "A look at Hirska Community: Recommendations for Occupied Territories" **BE RECEIVED.**

Carried.

6.2 Letter to Mayor Kang, Im June from Mayor Dilkens inviting a delegation from Gunsan, South Korea to visit the City of Windsor

Sandra Gebauer advises that a cancellation notice was received from Gunsan, South Korea and adds that the visit to the City of Windsor will be rescheduled.

Moved by Councillor Fred Francis, seconded by Councillor Renaldo Agostino,

That the letter to Mayor Kang, Im June from Mayor Dilkens inviting a delegation from Gunsan, South Korea to visit the City of Windsor **BE RECEIVED.**

Carried.

6.3 Letter to Mayor Christian Specht, Stadt Mannheim from Mayor Dilkens thanking Mannheim for accepting the delegation from the City of Windsor

Moved by Councillor Fred Francis, seconded by Councillor Ed Sleiman,

That the letter to Mayor Christian Specht, Stadt Mannheim from Mayor Dilkens thanking Mannheim for accepting the delegation from the City of Windsor **BE RECEIVED.**

Carried.

6.4 Polish Heritage Month in Canada – Pictorial Report

Jerry Barycki advises that a celebration and flag raising for the Polish Heritage Month was held in front of Holy Trinity Parish, with many people sharing in this special occasion. He states that the 25th Anniversary of Lublin/Windsor was proudly displayed at City Hall and he expresses his appreciation to the city.

Moved by Councillor Ed Sleiman, seconded by Councillor Fred Francis,
That the update by Jerry Barycki regarding Polish Heritage Month in Canada **BE RECEIVED.**
Carried.

7. New Business

The Chair advises that he received a call from the Masonic Lodge of Windsor who stated that there are Masonic Lodges located in our twin cities. He asks if the IRC would be interested in having an association with Masonic Lodge. Councillor Renaldo Agostino responds that the IRC represents everyone, and all groups and it may not be good policy.

Jerry Barycki refers to Invest Windsor Essex and proposes inviting representatives to a meeting of the IRC for a discussion on how they support international relations and trade. The Chair asks if Gordon Orr, CEO of Tourism Windsor Essex, Pelee Island and CEO Invest Windsor Essex can be invited to attend the next IRC meeting to discuss collaborations economically with our Twin Cities and what strategies can be deployed. It is generally agreed that Gordon Orr will be invited to attend the next meeting of the IRC.

8. Date of Next Meeting

The next meeting will be held on a date to be determined in November 2025.

9. Adjournment

There being no further business, the meeting is adjourned at 2:30 p.m.



Committee Matters: SCM 297/2025

Subject: Report No. 59 of the International Relations Committee

REPORT NO. 59
of the
INTERNATIONAL RELATIONS COMMITTEE
Meeting held September 5, 2025

Present: Councillor Angelo Marignani, Chair
Councillor Renaldo Agostino
Councillor Fred Francis
Councillor Ed Sleiman
Lubna Barakat (via Zoom)
Jerry Barycki
Ronnie Haidar (via Zoom)

Your Committee submits the following recommendation:

Moved by Councillor Fred Francis, seconded by Councillor Renaldo Agostino,

That the results of the e-mail poll conducted on July 2, 2025 approving the following recommendation **BE CONFIRMED AND RATIFIED:**

That the International Relations Committee **MOVE FORWARD** with scheduling reciprocal site visits with Arlington, Texas, as a starting point for exploring a potential partnership; and,

That the delegations **INCLUDE** representation from the Committee as well as representation from Tourism and Economic Development; and,

That the Committee **APPROVE** a budget in the upset amount of \$15,000 to support costs associated with both the incoming and outgoing delegations.
Carried.