Development & Heritage Standing Committee Meeting Agenda

Date: Monday, June 1, 2026
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 (Vice Chairperson)

Ward 10 - Councillor Jim Morrison (Chairperson)

Member Anthony Arbour

Member Joseph Fratangeli

Member John Miller

Member Charles Pidgeon

Member Robert Polewski

Member Khassan Saka

Member William Tape

ORDER OF BUSINESS

Item # Item Description

1. CALL TO ORDER

READING OF LAND ACKNOWLEDGMENT

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

2. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

3. REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS

4. COMMUNICATIONS

5. ADOPTION OF THE *PLANNING ACT* MINUTES

5.1. Adoption of the Development & Heritage Standing Committee (*Planning Act*) minutes of its meeting held May 4, 2026 **(SCM 160/2026)**

6. PRESENTATION DELEGATIONS (*PLANNING ACT* MATTERS)

7. *PLANNING ACT* MATTERS

7.1. Zoning By-law Amendment Application for 1044 & 1054 Howard Avenue, Z-006/26 [ZNG-7364], Ward 4 **(S 46/2026)** *Author: Brian Nagata, Planner III - Development (Acting)*

7.2. Zoning By-Law Amendment - Z 007-26 (ZNG-7366) 687 Bridge Avenue - Ward 2 **(S 33/2026)** *Author: Averil Parent, Planner II - Development Review*

7.3. Zoning By-Law Amendment Z 008-26 (ZNG-7368) 825 Cabana Rd East - Ward 9 **(S 34/2026)** *Author: Averil Parent, Planner II - Development Review*

7.4. OPA & Rezoning – 3771, 3783, 3793 Howard Avenue – OPA/7343 OPA 198 ZNG/7342 Z-034/25 – Ward 9 **(S 30/2026)** *Author: Adam Szymczak, Senior Planner - Development*

7.5. OPA & Rezoning – 455 Kennedy Drive West – OPA 201 OPA/736 Z-005/26 ZNG/7361 – Ward 1 **(S 31/2026)** *Author: Adam Szymczak, Senior Planner - Development*

8. ADOPTION OF THE MINUTES

8.1. Adoption of the Development & Heritage Standing Committee minutes of its meeting held April 7, 2026 **(SCM 117/2026)**

8.2. Adoption of the Development & Heritage Standing Committee minutes of its meeting held May 4, 2026 **(SCM 159/2026)**

9. PRESENTATIONS AND DELEGATIONS (COMMITTEE ADMINISTRATIVE MATTERS)

10. *HERITAGE ACT* MATTERS

10.1. 825 Riverside Drive West, CBC/CKLW Building – Heritage Designation Report (Ward 4) **(S 50/2026)** *Author: Kristina Tang, Planner III – Heritage*

Clerk's Note: Appendices B & C available at www.citywindsor.ca due to size

11. ADMINISTRATIVE ITEMS

11.1. Economic Revitalization CIP 2862 Kew Dr - Biwell Holdings Inc. - Ward 8 **(S 38/2026)** *Author: Simona Simion, Planner III - Economic Development (Acting)*

11.2. Closure of two north-south alleys and Part Closure of intersecting east-west alley, all located north of Cecile Street and west of Lauzon Road, Ward 6, SAA-7346 **(S 39/2026)** *Author: Brian Nagata, Planner III - Development (Acting)*

11.3. Economic Revitalization CIP - 9455 Anchor Dr -Ward 9 **(S 41/2026)** *Author: Simona Simion, Planner III (Acting)*

11.4. Memorandum of Understanding Between the Electrical Safety Authority and the City of Windsor - City Wide **(C 58/2026)** *Author: Tea De Angelis, Supervisor, Research & Policy*

11.5. Part Closure of north/south alley located between Highland Avenue and Howard Avenue, south of Shepherd Street East, SAA-7270 - Ward 3 **(S 52/2026)** *Author: Denise Wright, Manager Real Estate Services*

12. COMMITTEE MATTERS

13. QUESTION PERIOD

14. ADJOURNMENT

Item No. 5.1

Committee Matters: SCM 160/2026

Subject: Adoption of the Development & Heritage Standing Committee (*Planning Act*) minutes of its meeting held May 04, 2026

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

Date: Monday, May 5, 2026
Time: 4:30 o'clock p.m.

Members Present:

Councillors
Ward 4 - Councillor Mark McKenzie
Ward 7 - Councillor Angelo Marignani - Participated via video conference
Ward 9 - Councillor Kieran McKenzie
Ward 10 - Councillor Jim Morrison (Chairperson)

Councillor Regrets
Ward 1 - Councillor Fred Francis

Members
Member Anthony Arbour

Member Regrets
Member Robert Polewski

PARTICIPATING VIA VIDEO CONFERENCE ARE THE FOLLOWING FROM ADMINISTRATION:

Sandra Gebauer, Council Assistant

ALSO PARTICIPATING IN COUNCIL CHAMBERS ARE THE FOLLOWING FROM ADMINISTRATION:

Neil Robertson, City Planner
Greg Atkinson, Deputy City Planner – Development
Jason Campigotto, Deputy City Planner – Growth
Aaron Farough, Senior Legal Counsel
Ian Day, Senior Manager, Transportation
James Abbs, Manager-Planning
Stacey McGuire, Executive Director Operations
Patrick Winters, Manager, Development
Laura Diotte, Manager, Planning
Elara Mehrilou, Supervisor, Coordinator Maintenance
Sophia Di Blasi, Planner III - Senior Urban Designer
Adam Szymczak, Planner III - Development

Kevin Alexander, Planner III - Special Projects
Justina Nwaesei, Planner III – Development
Natasha McMullin, Clerk Steno Senior
Anna Ciacelli, Deputy City Clerk

Delegations—participating via video conference

Item 7.1 John Vallance, Area Resident
Item 7.1 Navid Mellatshahi, Area Resident
Item 7.2 Harold Kersey, President, HRK Realty Services Ltd
Item 7.2 Mohammad Hanash, Project & Architectural Designer
Item 11.3 Connor Wright, Intermediate Planner, Zelinka Priamo
Item 11.3 Sheetal Thukral, Traffic Engineer, CIMA+

Delegations—participating in person

Item 7.1 Amy Farkas, Agent for the Applicant, Dillon Consulting Limited
Item 7.1 John Rauti, Applicant, J Rauti Developments Inc. & 2601817 Ontario Limited
Item 7.1 Dr. Hussain, Area Resident
Item 7.1 Gero Lapico, Area Resident
Item 11.1 Joseph Colautti, Property Owner
Item 11.3 Harry Froussios, Principal Planner, Zelinka Priamo
Item 11.3 Angelo Lunetta, Owner, North Construction

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

Clerk's Note: Councillor Fred Francis provides written notice via email disclosing an interest on Item 7.1, being "Rezoning - 3694-3738 Howard Avenue - Z-003/26 ZNG/7355 - Ward 9," as the applicant is his wife's cousin.

3. REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS

None requested.

4. COMMUNICATIONS

None presented.

5. ADOPTION OF THE *PLANNING ACT* MINUTES

5.1. Adoption of the Development & Heritage Standing Committee minutes (*Planning Act*) of its meeting held April 7, 2026

Moved by: Councillor Mark McKenzie
Seconded by: Member Anthony Arbour

THAT the *Planning Act* minutes of the Development & Heritage Standing Committee meeting held April 7, 2026, **BE ADOPTED** as presented.
Carried.

Report Number: SCM 118/2026

7. *PLANNING ACT* MATTERS

7.2. Official Plan and Zoning By-law Amendments Applications for the property known as 1878-1918 Huron Church; Applicants: 2188160 Ontario Ltd & Roba Chafchak; File Nos. OPA 197 [OPA/7336] and Z-031/25 [ZNG/7335]; Ward 10

Justina Nwaesei (author), Planner III – Development, is available for questions.

Harold Kersey (planning consultant) and Mohammad Hanash (agent) is available for questions.

Moved by: Councillor Mark McKenzie
Seconded by: Member Anthony Arbour

Decision Number: **DHSC 816**

I. THAT the City of Windsor Official Plan Volume II, Part 2 – Secondary Plans, South Cameron Planning Area, **BE AMENDED** by changing the land use designation of the lands located on the east side of Huron Church and west side of Daytona Avenue, south of Malden, described as Lots 12 to 18 (incl.), Part of Lots 5 to 11 (incl.), Part of Bock A, Part of Manitoba Street, Registered Plan 948 and Lots 102 to 104 (incl.), Part of Lots 1 and 2, Part of Block B, Registered Plan 997, and municipally known as 0, 1878 & 1918 Huron Church Road and 0 Daytona Avenue, from Business Park to Mixed Use Corridor;

II. THAT the City of Windsor Official Plan, Volume II, Part 1 – Special Policy Areas, **BE FURTHER AMENDED** by adding site specific policies as follows:

1.X EAST SIDE OF HURON CHURCH ROAD AND WEST SIDE OF DAYTONA AVENUE, SOUTH OF MALDEN ROAD

1.X.1 THAT the properties described as Part of Lots 5 to 11 (incl.), Part of Bock A, Part of Manitoba Street, Registered Plan 948 and Lots 102 to 104 (incl.), Part of Lots 1 and 2, Part of Block B, Registered Plan 997, and municipally known as 0, 1878 & 1918 Huron Church Road and 0 Daytona Avenue, are designated on Schedule A: Planning Districts and Policy Areas in Volume I – The Primary Plan.

1.X.2 THAT the following shall apply to the lands described as Part of Lots 5 to 11 (incl.), Part of Bock A, Part of Manitoba Street, Registered Plan 948 and Lots 102 to 104 (incl.), Part of Lots 1 and 2, Part of Block B, Registered Plan 997, and municipally known as 0, 1878 & 1918 Huron Church Road and 0 Daytona Avenue:

a) The text of the Official Plan Volume II referencing *Commercial Corridor* designation on Schedule SC-1 in s.4.7.7.2 shall be read as *Mixed Use Corridor*; and

b) The *Commercial Corridor* designation on Schedule SC-1: Development Concept of the Official Plan Volume II shall be read as *Mixed Use Corridor*.

III. THAT Section 95.20 of Zoning By-law 8600 **BE AMENDED** by adding the following holding condition:

(4) Submission of a Transportation Impact Study to the satisfaction of the City Engineer.

[ZNG/7335]

IV. THAT Zoning By-law 8600 **BE FURTHER AMENDED** by changing the zoning of the lands located on the east side of Huron Church Road and west side of Daytona Avenue, south of Malden Road, described as Lots 12 to 18 (incl.), Part of Lots 5 to 11 (incl.), Part of Bock A, Part of Manitoba Street, Registered Plan 948 and Lots 102 to 104 (incl.), Part of Lots 1 and 2, Part of Block B, Registered Plan 997, and municipally known as 0, 1878 & 1918 Huron Church Road and 0 Daytona Avenue, from CD4.3 to H(4)CD4.1;

V. THAT the Site Plan Approval Officer **BE DIRECTED** to consider the comments in Appendix C attached to this report, and incorporate the items in paragraphs (a) to (h) below into the Site Plan Agreement, along with other relevant requirements identified in the Site Plan Control approval process for the proposed development on the subject lands:

a) *DECELERATION LANE & LAND CONVEYANCE* – The owners agree that upon approval of a deceleration lane design at Site Plan Control, any required land conveyance for implementation of the deceleration lane shall be provided prior to construction permit, to the satisfaction of the City Engineer.

b) *SANITARY SAMPLING MANHOLE* – The owners agree, for all non-residential uses, to install a sanitary sampling manhole accessible at the property line of the subject lands to the satisfaction of the City Engineer at all times. The determination of the requirement or interpretation if a sampling manhole exists or exceptions to such, will be to the satisfaction of the City Engineer.

c) *SIDEWALKS* – The owners agree to construct, at their expense and according to City of Windsor Standard Specifications, a concrete sidewalk along the entire Daytona Avenue frontage of the subject lands. All work to be to the satisfaction of the City Engineer.

d) *CURB AND GUTTER* – The owners agree, at the discretion of the City Engineer, to construct at their own expense and according to City of Windsor Standard Specifications, a concrete curb and gutter along the entire Daytona Avenue frontage of the subject lands. All work to be to the satisfaction of the Corporation's City Engineer.

e) *WATER SERVICES* - The owners agree to abandon all existing water services per Windsor Utilities Commission (WUC)

f) *DITCH ENCLOSURE* – The owners agree to enclose the roadside ditch on Daytona Avenue abutting the subject properties in a manner satisfactory to the City Engineer.

g) *REDUNDANT DRIVEWAY APPROACHES* – The owners agree to close and remove all redundant driveway approaches and restore the boulevard, at their own expense, all to the satisfaction of the City Engineer.

h) *SERVICING CHARGES* – The owners shall note that they may be required to pay servicing charges for the existing storm and sanitary sewer and/or sewer connection(s), if not paid previously for this site. These charges will be assessed prior to the issuance of a construction permit.

Carried.

Report Number: S 35/2026
Clerk's File: Z/15122 & Z/15127

7.1. Rezoning - 3694-3738 Howard Avenue - Z-003/26 ZNG/7355 - Ward 9

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

Amy Farkas (agent) and John Rauti (applicant) are available for questions.

Dr. Hussain (area resident) states concerns of the community changing to higher density housing, increased population, decreased privacy, increased traffic causing safety issues on Holburn Street and Howard Avenue, parking safety and states he strongly opposes the development of a high-rise building in the area.

Gero Lapico (area resident) resides at 3733 Howard Ave states concerns of building height, setting precedence for high density developments, routes traffic to Holburn Street and Howard which are under immense stress, safety risk for pedestrians and cyclists, undue stress on public services, lack of privacy, a permanent shadow cast on his property due to building height, and incompatible with the character of a well developed neighbourhood. Mr. Lapico encourages a lower density development.

Navid Mellatshahi (area resident) is in opposition to the development in its current form and has concerns of radius of public notice and process, traffic, street parking, flooding, storm water

drainage, safety, and lack of disclosure of future development by the developer. Chair Jim Morrison states that the notification radius is 200 meters.

John Vallance (area resident) lives adjacent to the proposed project and has concerns of the development is inappropriate for the neighbourhood, lack of transition from low to high density housing, the building is overlooking and creates a lack of privacy, shadow impact and significant light loss for outdoor space, traffic spill over, lack of parking to spill on adjacent streets, safety issues such as collision, site line visibility, pedestrian, less road visibility, and road width constraints for emergency vehicles.

Councillor Kieran McKenzie inquires about maximum capacity of servicing and risks associated. Amy Farkas states a functional servicing report (FSR) based on criteria provided by the City and found that the allocation that was available would meet the requirements of the development. Ms. Farkas states that a final FSR during Site Plan Control will be provided to confirm capacity limits from the initial analysis.

Councillor Kieran McKenzie asks about setback control. Ms. Farkas states that the development meets zoning requirements, including habitable windows. She explains that the development exceeds the rear setback and the landscape deficiencies can be addressed. Ms. Farkas continues that the project aligns with the intent of the Mixed Use Corridor for medium to high density, describing it as a low-profile development, and adds that the new designation does not allow new single, semi-detached, or townhouse units. She also states that the shadow study shows no significant sunlight loss beyond two hours.

Councillor Kieran McKenzie inquires about window and balcony control and privacy issues. John Rauti states that the urban design was to create a beautiful high budget building where windows and balconies will conform with each other with restrictions in place and not be detrimental to the community.

Councillor Kieran McKenzie inquires about the impact this development and future developments will have on the sanitary sewer capacity. Patrick Winters states that there is a limited area of Howard Avenue where the sanitary sewer pipe is smaller with the current sewer capacity at 50%. Mr. Winters states that if all the proposed developments in the area that have been or will be approved are constructed, the capacity would be at 90%.

Councillor Kieran McKenzie inquires how this individual development affects the current capacity. Mr. Winters states that it would be marginal with plenty of capacity by itself.

Councillor Kieran McKenzie inquires what the risks the closer we get without added capacity. Mr. Winters states that the this would be the last development approved without updates to the area and there are currently plans are in place to upgrade with larger sewers.

Councillor Kieran McKenzie requests clarification for the investments and funding for Howard Avenue in the Capital Plan. Stacey McGuire said that the 2026 and 2027 years were pre-

committed to the Howard-South Cameron intersection including a sanitary study to ensure it would correspond with future developments and sanitary capacity.

Councillor Kieran McKenzie inquires whether future funding will be sufficient for work along Howard Avenue and Cabana Road. Ms. McGuire explains the funding is not enough for construction but will support engineering work, including an ongoing storm water study, which will contribute to a future Environmental Assessment and provide cost estimates for construction in future budgets.

Councillor Kieran McKenzie requests clarification that administration would not be recommending future intensification within the corridor until this work has been completed. Ms. McGuire states that the studies have not been completed and envisions that once the studies have been completed, that there may be an opportunity to pre-commit funding to advance with the Environmental Assessment earlier.

Councillor Kieran McKenzie inquires about the sequencing of Capital works and if the sanitary sewer capacity would be addressed prior to developing the remainder of Howard Avenue. Mr. Winters states that it depends on how many developments come forward, hypothetically the City has options to either rebuild the undersized sewer or the developer can construct an overside sewer.

Councillor Kieran McKenzie inquires based on the size of the development and what is proposed that it poses no risk for flooding or surcharging of the sanitary sewer. Mr. Winters states that there is adequate capacity to support this development.

Councillor Kieran McKenzie inquires about impact of the traffic impact study (TIS). Ms. McGuire states that anything less than 100 trips generated during peak hours would not trigger a TIS. Ms. McGuire states that this development has about 35 trips during peak hours on a Class II arterial road and that this is within the acceptable range without having significant impact on the overall traffic volume.

Councillor Kieran McKenzie inquires about other multi storey multi residential building being constructed within the neighbourhood. Neil Robertson agrees and states that the LilyMac Development is another one as well.

Councillor Marignani inquires if this project is a catalyst to improve the infrastructure along Howard Avenue. Ms. McGuire disagrees as the development can proceed, but rather that future development may be held up by sewer capacity issues and could keep the momentum going.

Councillor Marignani inquires if this development will force upgrades needed to continue this type of growth within this area. Mr. Winters agrees.

Councillor Marignani inquires about the EV charging stations within the parking structure as part of the site plan. Mr. Szymczak states that it is not a requirement.

Chair Morrison inquires about whether there is parking on both sides of Holburn Street. Ian Day states that he does not have current parking records for the latest development section on Holburn Street but will report back and assume that parking is only on the south side of the road.

Chair Morrison inquires if the pond will be removed or if it is sufficient to handle storm water for the area. Mr. Winters states that the pond sufficient for any storm water runoff and is permanent as it services the homes in the area.

Councillor Kieran McKenzie supports Administration's recommendations and is satisfied that staff have appropriately assessed sewer capacity and the impacts associated with this development, confirming it meets required standards. Councillor McKenzie has concerns about current traffic volumes on Howard Avenue which will increase with proposed developments. Councillor speaks to the concerns of residents regarding building height, public safety and how the development is consistent with provincial legislation. Chair Morrison agrees.

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

Decision Number: **DHSC 815**

I. THAT Zoning By-law 8600 **BE AMENDED** by changing the zoning of Lots 33 to 41, Block 'B', Part of Lot 42 and Block 'A', Registered Plan 1259 (PIN 01561-2293, 01561-5401, 01561-5397), known municipally as 3694-3738 Howard Avenue (Roll No. 070-090-05400, 070-090-05606, 070-090-05706), situated at the southeast corner of Howard Avenue & Holburn Street, from Residential District 1.1 (RD1.1) and Holding Residential District 1.1 (HRD1.1) to Residential District 3.2 (RD3.2).

II. THAT, when Site Plan Control is applicable:

   A. The documents, materials, or studies identified in Appendix B to Report S 23/2026, **BE SUBMITTED** with an application for site plan approval, to the satisfaction of the municipal department or external agency requesting them.

   B. The Site Plan Approval Officer **BE DIRECTED** to incorporate any requirements identified in Appendix B to Report S 23/2026, into an approved site plan and an executed and registered site plan agreement, to the satisfaction of the municipal department or external agency requesting them.

Carried.

Report Number: S 23/2026
Clerk's File: Z/15121

8. ADJOURNMENT

There being no further business the meeting of the Development & Heritage Standing Committee (*Planning Act* Matters) portion is adjourned at 5:41 o'clock p.m.

Ward 10 – Councillor Jim Morrison (Chairperson)

Deputy City Clerk / Supervisor of Council Services

Subject: Zoning By-law Amendment Application for 1044 & 1054 Howard Avenue, Z-006/26 [ZNG-7364], Ward 4

Reference:

Date to Council: June 1, 2026
Author: Brian Nagata, MCIP, RPP
Planner III - Development (A)
(519) 255-6543 ext. 6181
Planning & Building Services
Report Date: April 29, 2026
Clerk's File #: Z/15144

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:

28. EAST SIDE OF HOWARD AVENUE BETWEEN ERIE STREET EAST AND GILES BOULEVARD EAST

For the lands comprising Lots 6 & 7 and Part of Lot 8, Plan 131 (PIN 01165-0522 LT), one *Multiple Dwelling* with a *maximum* of 6 *dwelling units* shall be an additional permitted *main use,* and the following additional provisions shall apply:

a) Notwithstanding Section 3.10, for the purpose of this zoning exception, the *ground cover* definition shall not include decorative or ornamental block, brick, edging, paver, pebble, slab, or stone for the purpose of complying with Clause f) 1. below.

b) Notwithstanding Section 25.5.10.3, a poured-in-place concrete curb shall not be required to bound the south and west limits of a *parking area*.

c) Notwithstanding Section 25.5.10.5, precast concrete curbing that is not continuous shall be permitted along the west limit of a *parking area*.

d) Notwithstanding Section .3 of Table 25.5.20.1, the *minimum* separation for a *parking area* from the north *interior lot line* shall be 2.00 m.

e) Notwithstanding Section .3 of Table 25.5.20.1, the *minimum* separation for a *parking area* from the south *interior lot line* shall be 0.00 m.

f) *Landscaped Area*: *minimum*: 35.0% of the *lot area*

1. *Minimum* 20.0% of the *lot area* shall consist of *soft landscaping.*

[ZDM 7; ZNG/7364]

II. THAT Zoning By-law 8600 **BE FURTHER AMENDED** by changing the zoning of Lots 6 & 7 and Part of Lot 8, Plan 131 (PIN 01165-0522 LT), situated on the east side of Howard Avenue between Erie Street East and Giles Boulevard East from RD2.2 to RD2.2x(28).

Executive Summary:

N/A

Background:

Application Information:

Location: 1044 & 1054 Howard Avenue

Legal: (Lots 6 & 7 and Part of Lot 8, Plan 131; PIN 01165-0522 LT)

Roll No. 030-300-08002

Ward: 4 **Planning District:** Walkerville **Zoning District Map:** 7

Applicant: Evanz Minas

Owner: Same as Applicant

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

Proposal: Create a dwelling unit in the lower level of each existing Duplex Dwelling, thereby changing the main use from a Double Duplex Dwelling to a Multiple Dwelling with six dwelling units.

Construction of a parking area with five spaces off the alley.

Construction of a driveway with two tandem north side yard parking spaces off Howard Avenue.

Requested Amendment: Add zoning exception to existing Residential District 2.2 (RD2.2) zoning to allow a Multiple Dwelling with six dwelling units, relief from select parking area provisions, and the inclusion of landscaped open space yard provisions.

Notes:

The side yards, the majority of the rear yard, and a portion of the front yard consist of a poured-in-place concrete pad. The poured-in-place concrete pad contains an eight-space parking area off the alley, front yard driveway off Howard Avenue, and exterior paths of travel within the side, rear and front yards of the Double Duplex Dwelling.

The poured-in-place concrete pad is not included on the approved Building Permit drawings (specifically the Lot Grading Plan and Site Plan) or the approved Driveway Permit drawing.

The recommended zoning exception includes provisions to establish a five-space parking area off the alley and replace a portion of the poured-in-place concrete pad with permeable soft landscaping.

The Planning and Development Services Department has advised the owner that the Building Permit drawings and Driveway Permit drawing must be revised to reflect any changes to the site layout.

Submissions: All documents are available online on the City's website.

Attached to this Report: Conceptual Site Plan (Appendix A)

Not attached to this Report: Conceptual Elevations and Floor Plans, Planning Rationale Report, Stormwater Management Report with Site Plan and Approval Letter, and Zoning By-law Amendment Application

Site Information:

Official Plan	Zoning	Current Use	Previous Use
Residential	Residential District 2.2 (RD2.2)	Double Duplex Dwelling	Retail Store Single Unit Dwelling
Lot Width	**Lot Depth**	**Lot Area**	**Lot Shape**
18.4 m	40.0 m	737.2 m^2	Rectangular
All measurements are based on the Plan of Survey completed by Verhaegen Land Surveyors, dated April 16, 2020			

Neighbourhood:

The subject property sits on the western side of the Walkerville neighbourhood. The Walkerville neighbourhood constitutes the area north of the Essex Terminal Railway Co. rail corridor, east of Aylmer Avenue and Howard Avenue, south of the Detroit River and west of the former Chesapeake and Ohio Railway corridor.

Surrounding Land Uses																				
	Airport	Business Park	Community Centre	Heritage District	Industrial	Institutional	Library	Mixed Use Centre	Mixed Use Corridor	Mixed Use Node	Natural Heritage	Neighbourhood Comm.	Parks	Rail	Residential Corridor	Res. Low Profile	Res. Medium Profile	Res. High Profile	School - Elementary	School - Secondary	School - Post Secondary
N			x			x	x		x		x		x			x					x
E											x		x			x			x	x	
S											x		x			x			x	x	
W											x		x			x			x		

Municipal Infrastructure																
	Rural Cross Section	Curbs & Gutters	Lanes	Sidewalks (One Side)	Sidewalks (Both Sides)	Streetlights (One Side)	Streetlights (Both Sides)	Bike Route	Transit Route	Multi-Use Trail	On-street Parking	Combined Sewer	Sanitary Sewer	Storm Sewer	Watermain	Hydro
Howard Avenue		x	2		x		x				x		x	x	x	
Alley																x
Walking Distance									x	x						

Consultations:

Comments received from City Departments, external agencies and members of the public on this application were taken into consideration when preparing this report. Appendix F includes a record of comments received.

There are no objections to the proposed amendment.

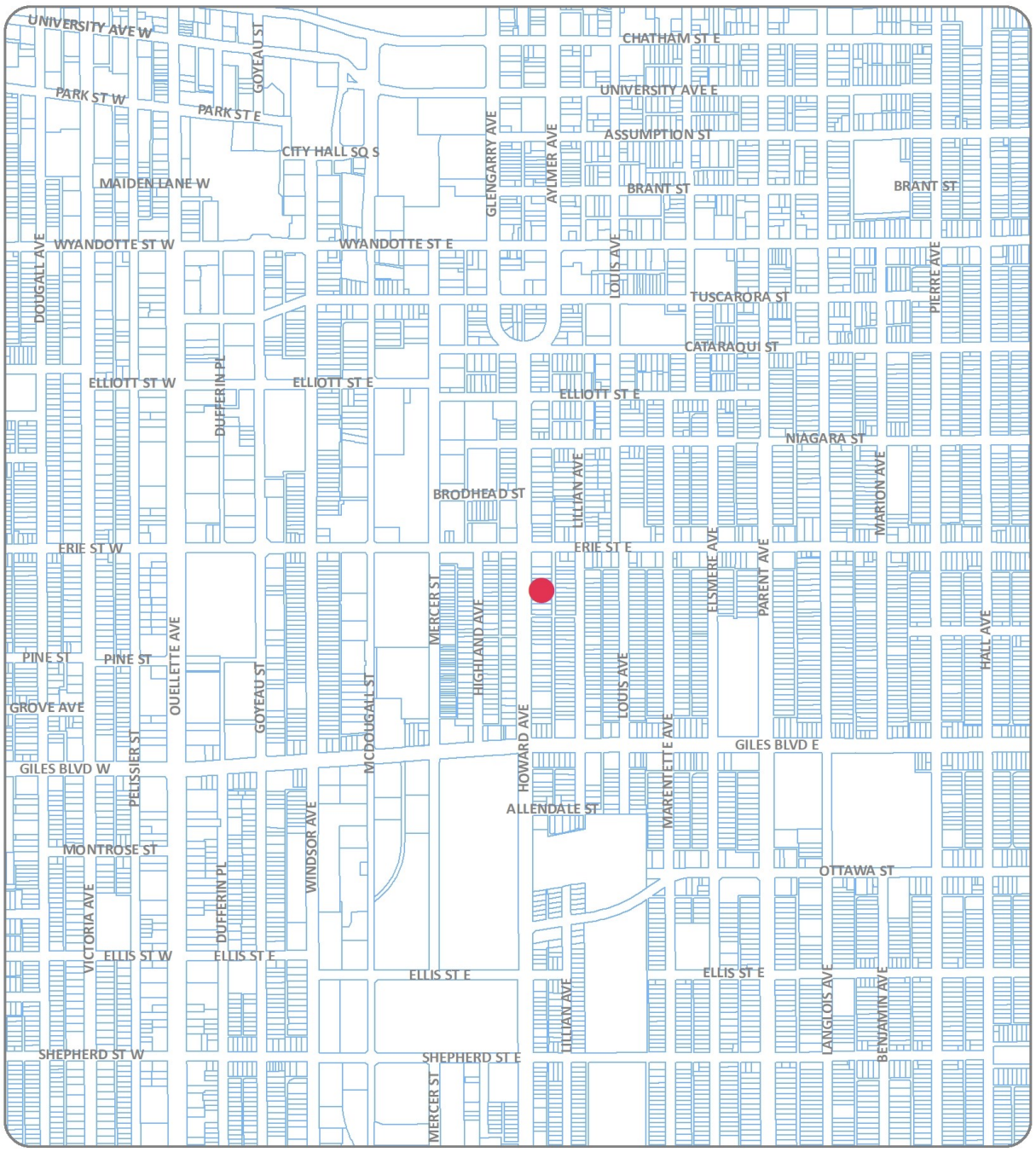
On April 3, 2025, the Applicant hosted a virtual public open house via Zoom and notified owners of properties within 200 metres of the subject property. No residents attended the open house. The Applicant received one phone call regarding the purpose of the Zoning By-law Amendment.

The City published a statutory notice in the Windsor Star, and mailed a courtesy notice to property owners and residents within 200 metres of the subject property.

Anticipated Change Based on Recommendations:

Issue	Existing Conditions / Permissions	Proposed / Recommended	Change	Study / Report Submitted
Land Use	Double Duplex Dwelling	Multiple Dwelling with six dwelling units	Net increase of two dwelling units	**YES** (Planning Rationale Report)
Transportation	Double Duplex Dwelling	Multiple Dwelling with six dwelling units	No significant change in vehicle trips	**NO** (Transportation Impact Statement not required)

Required Parking	Minimum of four spaces required for a Double Duplex Dwelling	Minimum of seven spaces required for a Multiple Dwelling with six dwelling units (1.25 spaces per dwelling unit)	• Construction of a parking area with five spaces off the alley • Construction of a driveway with two tandem parking spaces in the north side yard (parking in the required front yard is prohibited)	**NO**
Stormwater	Stormwater management system not constructed in accordance with the approved Building Permit drawings.	Revised stormwater management system constructed in accordance with the approved Stormwater Management (SWM) Report and Site Servicing Drawing	Restricted to the pre-development release rate	**YES** (SWM Report and Site Servicing Drawing)



KEY MAP - Z-006/26, ZNG/7364

SUBJECT LANDS

PART OF ZONING DISTRICT MAP 7

N.T.S.

REQUESTED ZONING AMENDMENT

Applicant: Evanz Minas

SUBJECT LANDS

PLANNING & BUILDING DEPARTMENT

DATE : MARCH, 2026
FILE NO. : Z-006/26, ZNG/7364

NEIGHBOURHOOD MAP - Z-006/26, ZNG/7364

SUBJECT LANDS

Discussion:

Planning Rationale Report (PRR) (Tracey Pillon-Abbs, RPP, Pillon Abbs Inc., March 3, 2026)

The Planning and Development Services Department generally concurs with the planning analysis, summary, and conclusion in the PRR.

The Planning and Development Services Department recommends additional provisions related to a minimum landscaped open space yard and an increased minimum parking area separation from the north interior lot line, as discussed in detail in the Zoning By-law section herein.

SWM Report and Site Servicing Drawing (Ziad El-Baba, P. Eng., Ziad El-Baba Engineering, September 4, 2025)

The Engineering Department, via letter dated November 4, 2025, confirmed that the site servicing detailed in the SWM Report and Site Servicing Drawing is acceptable. The letter also noted that *"The Consulting Engineers are responsible for their designs, materials specified and used for the project within the City of Windsor. Any issues discovered after the acceptance of your submission are the sole responsibility of the Consulting Engineers and shall be rectified to the satisfaction of the City Engineer at no cost to the Corporation of the City of Windsor."*

Official Plan (OP):

The subject parcel is designated Residential on Schedule D: Land Use of the OP. Section 5.1.2 of the PRR provides a review and analysis of the applicable OP policies, including locational criteria, archaeological potential, heritage resources, traffic, servicing, parking, and compatibility. It concludes that the proposed development conforms to the OP.

The Planning and Development Services Department concurs with the analysis in the PRR and that the recommended amendment to Zoning By-law 8600 conforms to the overall policy direction of the OP.

City of Windsor Intensification Guidelines:

Section 5.1.2 of the PRR states that the *"intensification guidelines will be followed."*

The subject property is within a Stable Neighbourhood, intended for Low Profile development, which includes single-detached, semi-detached, duplex, townhouses, and apartments that are generally no greater than three storeys in height.

The proposed development does not include changes to the building footprint or exterior of the existing Double Duplex Dwelling.

The Planning and Development Services Department evaluated the proposed parking area and spaces against the applicable guidelines. The guidelines indicate that parking should be directed to the front and rear of a building, and screened from abutting residents and street view. The Planning Department concludes that the proposed parking area and spaces will comply with the guidelines.

Zoning By-Law

Appendix E includes relevant excerpts from Zoning By-law 8600.

The subject property is within an RD2.2 zone of Zoning By-law 8600, which does not permit a multiple dwelling use with more than four dwelling units.

The Applicant is requesting an amendment to Zoning By-law 8600 to add a zoning exception to allow the creation of a dwelling unit in the lower level of each existing Duplex Dwelling, thereby changing the main use from a Double Duplex Dwelling to a Multiple Dwelling with six dwelling units.

Proposed Zoning Exception 28 adds One Multiple Dwelling with a maximum of six dwelling units as an additional permitted use, subject to the provisions set out below:

Clause a) amends the definition of ground cover to exclude decorative or ornamental block, brick, edging, pavers, pebbles, slabs, or stone for the purpose of complying with Subclause f) 1 below.

Clause b) partially relaxes the requirement for a continuous poured-in-place concrete curb around the perimeter of a parking area, permitting the installation of non-continuous precast concrete curbing (bumper curbs) along the western limit and no curbing along the southern limit of the parking area.

Clause c) partially lifts the prohibition on non-continuous precast concrete curbing to permit its use along the western edge of the parking area.

Clause d) increases the minimum setback for a parking area from the northern interior lot line from 0.90 metres to 2.00 metres.

Clause e) reduces the minimum setback for a parking area from the southern interior lot line from 0.90 metres to 0.00 metres. The flanking screening fence requires the abutting parking space to have a minimum width of 3.5 metres for vehicle ingress and egress. Clause d) results in an additional 1.10 metres of parking area separation from the northern interior lot line.

Clause f) requires that a minimum of 35.0% of the lot area be provided as Landscaped Open Space Yard.

Subclause f) 1 further requires that a minimum of 20.0% of the lot area consist of soft landscaping.

Clauses a), d) and f) and Subclause f) 1 are recommended solely by the Planning and Development Services Department.

Clause d) increases the maximum setback for a parking area from the northern interior lot line to offset the reduction under Clause e).

Clause f) establishes a minimum Landscaped Open Space Yard requirement of 35.0% of the lot area, which is consistent with Residential Districts that permit Multiple Dwellings with more than four dwelling units.

Clause a) and Subclause f) 1 require a minimum of 20.0% of the lot area to consist of soft landscaping, exclusive of decorative or ornamental block, brick, edging, pavers, pebbles, slabs, or stone, which is further recommended to ensure that a portion of the unauthorized poured-in-place concrete pad is replaced with permeable soft landscaping and compensate for the requested relief identified under Clauses b), c) and e).

The aim of Clauses a), d) and f) and Subclause f) 1 is to establish a legal parking area off the alley and replace a portion of the poured-in-place concrete pad with permeable soft landscaping.

No other zoning deficiencies have been identified or supported.

Appendix G includes a Draft Amending By-law. Subsection 24 (1) of the *Planning Act*, R.S.O. 1990, c. P.13, prohibits a by-law from being passed that does not conform to the Official Plan. As discussed through the Official Plan section herein, the proposed amendment conforms to the applicable policies of the Official Plan.

Site Plan Control (SPC):

SPC will not apply to the development.

Risk Analysis:

N/A

Climate Change Risks

Climate Change Mitigation:

Residential intensification minimizes the community's greenhouse gas emissions. Development within existing communities and neighbourhoods, while using existing infrastructure such as sewers, sidewalks, and public transit, helps mitigate development impacts.

Situating development in areas with access to active transportation and transit increases the likelihood that residents will use various non-vehicular means of utilitarian transportation, thereby collectively reducing greenhouse gas emissions within the City of Windsor.

Climate Change Adaptation:

Climate change may affect the new building, particularly through increased extreme precipitation and more days with temperatures above 30 °C. Although this report does not address these issues in detail, any new construction must comply with the current provisions of the Building Code, which the building permit process will enforce. The project must also incorporate best practices for stormwater management.

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 the *Provincial Planning*

Statement 2024. The Planning Department evaluated the recommended zoning amendment to ensure it is consistent with the Provincial Planning Statement 2024 and conforms to the policies of the City of Windsor Official Plan.

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

Planning Act Matters:

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

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

Greg Atkinson, MCIP, RPP
Deputy City Planner - Development

Neil Robertson, MCIP, RPP
City Planner

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

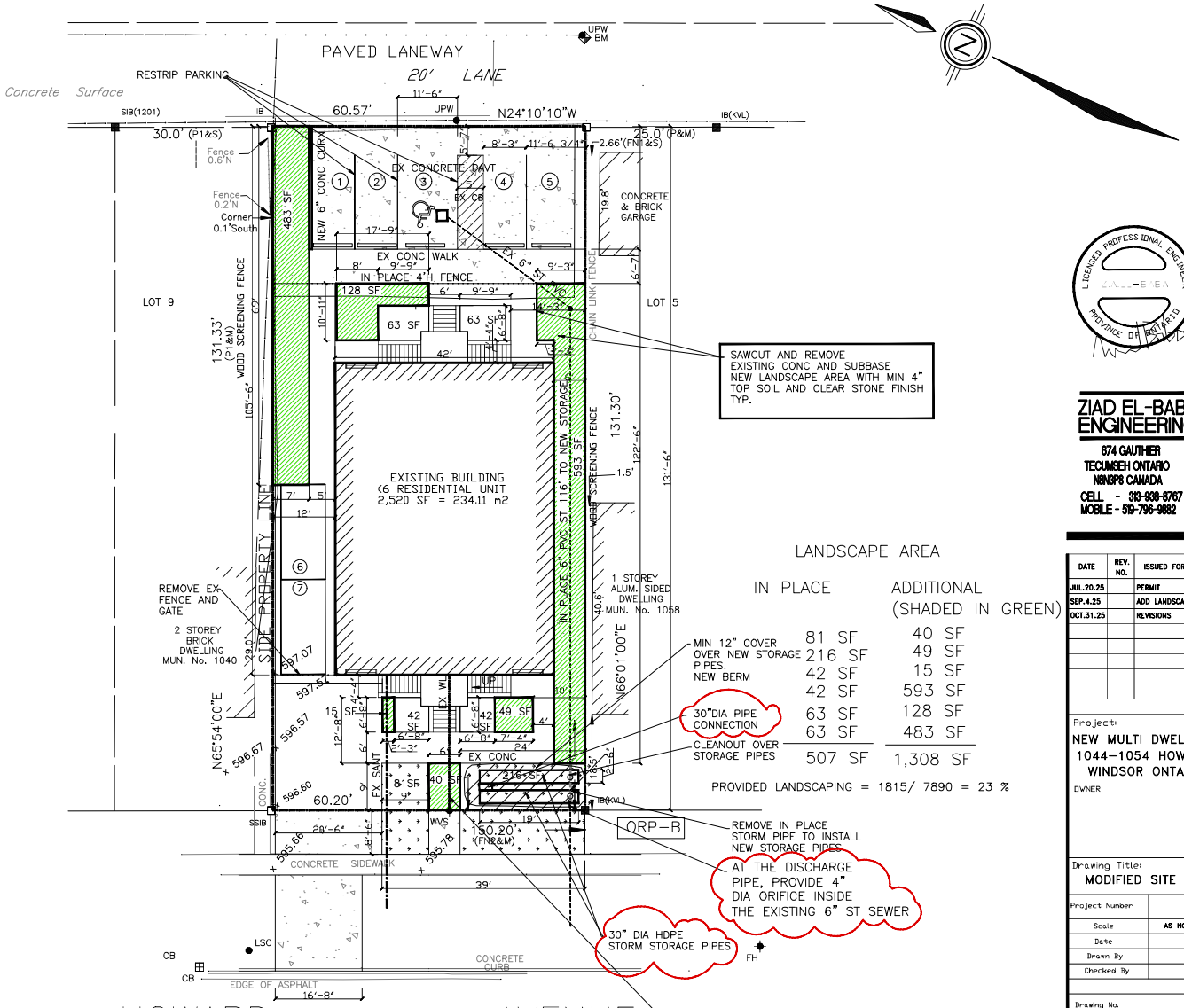
JP RM

Approvals:

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

Appendices:

1 Appendix A - Conceptual Plan
2 Appendix B - Site Photos
3 Appendix C - Excerpts from PPS 2024
4 Appendix D - Excerpts from Official Plan
5 Appendix E - Excerpts Zoning By-law 8600
6 Appendix F - Consultations
7 Appendix G - Draft Amending By-law



MODIFIED SITE PLAN

SCALE 1": 10'-0"

ZIAD EL-BABA ENGINEERING
674 GAUTHIER
TECUMSEH ONTARIO
N8N3P8 CANADA
CELL - 313-938-8767
MOBILE - 519-796-9882

DATE	REV. NO.	ISSUED FOR
JUL.20.25		PERMIT
SEP.4.25		ADD LANDSCAPE AREAS
OCT.31.25		REVISIONS

Project:
NEW MULTI DWELLING
1044-1054 HOWARD
WINDSOR ONTARIO
OWNER

Drawing Title:
MODIFIED SITE PLAN

Project Number	
Scale	AS NOTED
Date	
Drawn By	
Checked By	

Drawing No.
SP-2

APPENDIX “B”

Site Photos (Google Street View)

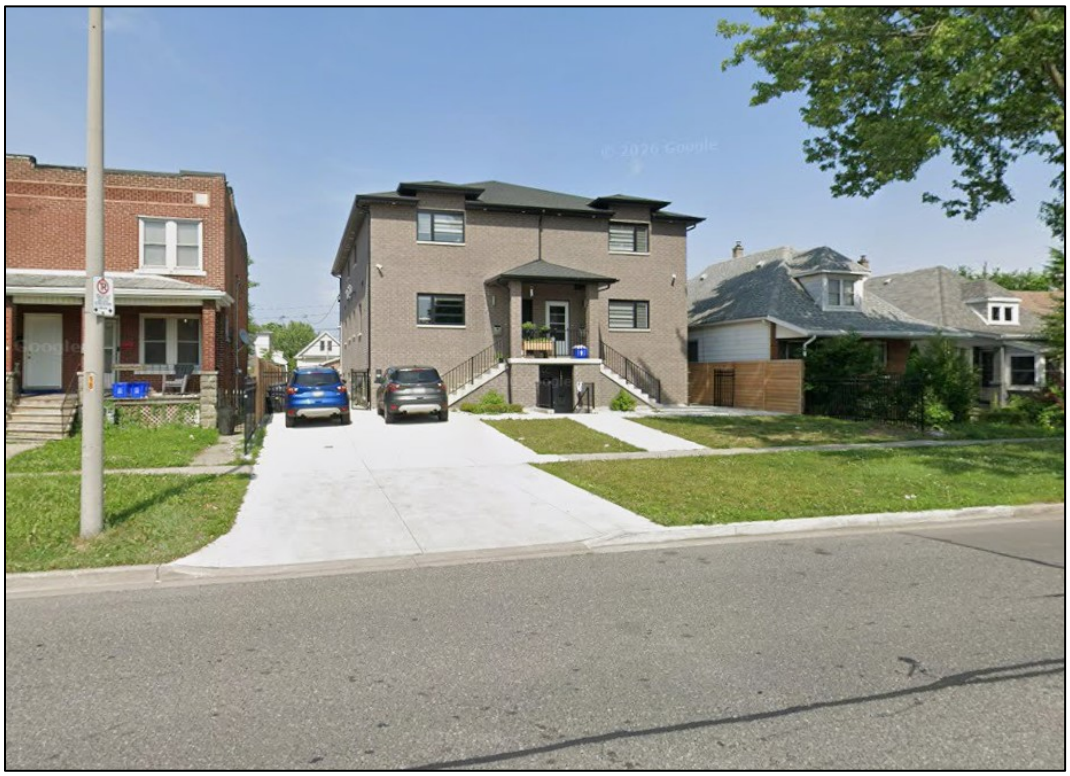


Figure 1 - Looking east towards the subject property from Howard Avenue (June 2025)

Figure 2 - Looking west towards the subject property from the north-south alley (November 2023)

APPENDIX "C"

Excerpts from Provincial Planning Statement 2024 (PPS)

Chapter 2: Building Homes, Sustaining Strong and Competitive Communities

2.1 Planning for People and Homes

6. Planning authorities should support the achievement of complete communities by:
    a. accommodating an appropriate range and mix of land uses, housing options, … to meet long-term needs;

2.2 Housing

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

    a. permitting and facilitating:

        1. all types of residential intensification, including … redevelopment, which results in a net increase in residential units in accordance with policy 2.3.1.3;

    b. promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation; and
    c. requiring transit-supportive development and prioritizing intensification, including potential air rights development, in proximity to transit, including corridors and stations.

2.3 Settlement Areas and Settlement Area Boundary Expansions

2.3.1 General Policies for Settlement Areas

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

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.

2.9 Energy Conservation, Air Quality and Climate Change

1. Planning authorities shall plan to reduce greenhouse gas emissions and prepare for the impacts of a changing climate through approaches that:

    a. support the achievement of compact, transit-supportive, and complete communities;

Chapter 3: Infrastructure and Facilities

3.6 Sewage, Water and Stormwater

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.

APPENDIX "D"

Excerpts from the Official Plan

3 Development Strategy

3.2 Growth Concept

3.2.1 Safe, Caring and Diverse Community

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

6. Land Use

6.1 Goals

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

NEIGHBOURHOODS 6.1.1 Safe, caring and diverse neighbourhoods.

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

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

6.2 General Policies

TYPES OF DEVELOPMENT PROFILE 6.2.1.2 For the purpose of this Plan, Development Profile refers to the height of a building or structure. Accordingly, the following Development Profiles apply to all land use designations on Schedule D: Land Use unless specifically provided elsewhere in this Plan:

(a) Low Profile developments are buildings or structures generally no greater than three (3) storeys in height;

TYPES OF DEVELOPMENT PATTERN 6.2.1.3 For the purpose of this Plan, Development Pattern refers to an area bounded by the nearest Collector and/or Arterial roads and/or other major linear physical features. Accordingly, two categories of Development Pattern are provided for:

(a) a Neighbourhood which exhibits a characteristic lotting and/or development profile; and

6.3 Residential

The lands designated as “Residential” on Schedule D: Land Use provide the main locations for housing in Windsor outside of the City Centre Planning District. In order to develop safe, caring and diverse neighbourhoods, opportunities for a broad range of housing types and complementary services and amenities are provided.

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

6.3.1 Objectives

RANGE OF FORMS & TENURES 6.3.1.1 To support a complementary range of housing forms and tenures in all neighbourhoods.

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

MAINTENANCE & REHABILITATION 6.3.1.4 To ensure that the existing housing stock is maintained and rehabilitated.

6.3.2 Policies

In order to facilitate the orderly development and integration of housing in Windsor, the following policies shall apply.

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

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

TYPES OF LOW PROFILE HOUSING 6.3.2.3 For the purposes of this Plan, Low Profile housing development is further classified as follows:

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

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

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

New residential development and intensification shall be located where:

(a) There is access to a collector or arterial road;
(b) Full municipal physical services can be provided;
(c) Adequate community services and open spaces are available or are planned; and
(d) Public transportation service can be provided.

(Added by OPA #159 – APPROVED July 11, 2022, B/L# 100-2022)

EVALUATION CRITERIA FOR A NEIGHBOURHOOD DEVELOPMENT PATTERN 6.3.2.5 At the time of submission, the proponent shall demonstrate to the satisfaction of the Municipality that a proposed residential development within an area having a Neighbourhood development pattern is:

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

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

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

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

(d) provided with adequate off street parking;

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

11 Tools

This chapter was amended as part of Official Plan Amendments #84 as part of a 5-year review of the Official Plan. Official Plan Amendment #84 was approved by the Ministry of Municipal Affairs and Housing on 07/09/2012.

11.6 Zoning

A municipality can regulate the use and development of lands, buildings and other structures under the zoning provisions of the *Planning Act*.

11.6.1 Objectives

COMPATIBLE USES 11.6.1.2 To ensure compatibility between land uses.

11.6.3 Zoning By-law Amendment Policies

AMENDMENTS MUST CONFORM 11.6.3.1 All amendments to the Zoning By-law(s) shall conform with this Plan. The Municipality will, on each occasion of approval of a change to the zoning by-law(s), specify that conformity with the Official Plan is maintained or that the change will be in conformity upon the coming into effect of an amendment to the Official Plan.

REVIEW PROCEDURE 11.6.3.2 All applications for Zoning By-law amendments shall be processed in accordance with the provisions of the *Planning Act*, and regulations pursuant thereto, and the procedural requirements of this Plan. In general, after an applicant's pre-application consultation meeting with municipal staff and submission of an application that is determined to be complete, all applications shall: **Added by OPA 65 – 10/22/2007– By-law 192-2007**

(a) Be circulated to appropriate agencies and those agencies be provided with sufficient time to respond; **Added by OPA 65 – 10/22/2007– By-law 192-2007**

(b) Be advertised and be presented to the public and the views of the public ascertained at a public meeting to be held in accordance with the Planning Act; and **Added by OPA 65 – 10/22/2007– By-law 192-2007**

(c) Be given due and thorough consideration by Council. **Added by OPA 65 – 10/22/2007– By-law 192-2007**

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

(a) The relevant evaluation criteria contained in the Land Use Chapter of this Plan, Volume II: Secondary Plans & Special Policy Areas and other relevant standards and guidelines;

(b) Relevant support studies;

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

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

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

APPENDIX "E"

Excerpts from Zoning By-law 8600

City of Windsor Zoning By-law 8600

SECTION 3 – DEFINITIONS

LANDSCAPED AREA means an area open to the sky consisting of any of the following: deck; ground cover; outdoor recreational facility accessory to a dwelling or dwelling unit; patio; pedestrian walkway; terrace; water feature. It does not include the following: access area, access ramp, bicycle parking space, collector aisle, green roof, loading compound, loading space, outdoor storage yard, parking aisle, parking space, porch, roof, scenery loft, sports facility, swimming pool, transport storage area, transport terminal.

[ZNG/7205] **(B/L 92-2025 May 26/2025)**

GROUND COVER means any of the following: bark; compost; decorative or ornamental block, brick, edging, paver, pebble, slab, or stone; mulch; plants, including flowers, grass, shrubs, and trees; wood chips. It does not include construction grade aggregate.

[ZNG/7205] **(B/L 92-2025 May 26/2025)**

SOFT LANDSCAPING means an area open to the sky and maintained with a ground cover.

[ZNG/7205] **(B/L 92-2025 May 26/2025)**

SECTION 11 – RESIDENTIAL DISTRICTS 2. (RD2.)

11.2 RESIDENTIAL DISTRICT 2.2 (RD2.2)

11.2.1 PERMITTED USES

One Double Duplex Dwelling
One Duplex Dwelling
One Multiple Dwelling containing a maximum of four dwelling units
One Semi-Detached Dwelling
One Single Unit Dwelling
Townhome Dwelling
Any use accessory to any of the preceding uses

11.2.5 PROVISIONS

.4	Double Duplex Dwelling or Multiple Dwelling		
	.1	Lot Width – minimum	18.0 m
	.2	Lot Area – minimum	540.0 m^2
	.3	Lot Coverage – maximum	45.0%
	.4	Main Building Height – maximum	9.0 m
	.5	Front Yard Depth – minimum	6.0 m
	.6	Rear Yard Depth – minimum	7.50 m
	.7	Side Yard Width – minimum	1.20 m

SECTION 25 – PARKING AREA PROVISIONS

25.5 GENERAL PROVISIONS

25.5.10 CONSTRUCTION AND MAINTENANCE OF PARKING AREA

.3 A curb shall bound the perimeter of a parking area and shall separate a landscaped open space yard, landscaped open space island or parking area separation from the parking area.

.5 Any curb shall be constructed of poured in place concrete, shall be continuous and shall have a minimum width and height of 15.0 cm. Precast concrete, rubber, plastic or other curbing or a parking stop that is not continuous is prohibited.

25.5.20 PARKING AREA SEPARATION

.1 A parking area separation shall be provided as shown in Table 25.5.20.1:

TABLE 25.5.20.1 – PARKING AREA SEPARATION

PARKING AREA FROM		MINIMUM SEPARATION
.1	Huron Church Road between the south limit of College Avenue and the north limit of the EC Row Expressway	10.00 m
	Save and except for Parts 4 and 5, Plan 12R-12366 and Part Lots 1346 to 1360, Part Lot 1820 and Part Block A, Registered Plan 1059 (situated on the west side of Huron Church Road, north of Tecumseh Road West)	3.00 m
.2	Any other street	3.00 m
.3	An interior lot line or alley	0.90 m
.4	A rear lot line on a lot located in a Commercial District 3.9	10.00 m

.5	A building wall in which is located a main pedestrian entrance facing the parking area	2.00 m
.6	A building wall containing a habitable room window or containing both a main pedestrian entrance and a habitable room window facing the parking area where the building is located on the same lot as the parking area	4.50 m

.5 The area forming the parking area separation shall be maintained exclusively as a landscaped open space yard.

APPENDIX "F"

Consultations

CALDWELL FIRST NATION COMMUNITY

No comments provided

ENGINEERING - DEVELOPMENT

Development Engineering has no objection to this rezoning application

[Shannon Mills - Technologist III]

Comments to Stage 2 Planning Consultation Application

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

Sewers

The site may be serviced by a 600mm storm sewer and a 525mm sanitary sewer located within the Howard Avenue right-of-way. If possible, existing connections should be utilized. Any redundant connections shall be abandoned in accordance with the City of Windsor Engineering Best Practice B.P 1.3.3.

A Stormwater Management Plan was submitted and approved for this development. The Proponent will be required to construct the stormwater management facility in accordance with the approved plans.

In summary, we have no objection to the proposed development.

If you have any further questions or concerns, please get in touch with Juan Paramo, of this department, at jparamo@citywindsor.ca.

[Juan Paramo - Development Engineer]

ENGINEERING - R.O.W.

Comments to Stage 2 Planning Consultation Application

Required Drawing Revisions:

1. **Driveway Approaches** - The driveway permit on record is incomplete. A new driveway permit will be required. All work must conform to Standard Engineering Drawing AS-203 or AS-204.
2. **Sewer Connections** - The site is currently serviced by a 525 mm sanitary sewer and a 600 mm storm sewer located within the Howard Avenue right-of-way.

Connection permits have not yet been applied for or issued. The applicant is required to submit applications for the necessary connection permits.

3. **Alley Contribution** - Proposal includes access off the existing alley.
    a. The Owner is made aware that an alley contribution will apply.

Right-of-Way Permit Requirements

Alley Contribution - The Owner further agrees, prior to the issuance of a construction permit, to pay to the Corporation and deposit in the General Fund, the Owner's contribution intended for the upkeep of alleys within the City of Windsor. The amount of the contribution will be based on the User Fee Schedule at the time of payment.

Driveway Approaches - Driveway permit obtained, but it has expired. The Owner is required to obtain a driveway permit to finalize the permit and repair the damaged sidewalk.

Sewer Connections - The Owner has not applied for the required sewer connection permits. The Owner must submit an application for the sewer connections.

If you have any further questions or concerns, please get in touch with Sandy Mio of this department at smio@citywindsor.ca.

[Mark Schaffhauser - Technologist III]

ENWIN UTILITIES LTD. - HYDRO ENGINEERING

Comments to Stage 1 Planning Consultation Application

No Objection.

[Nillavon Balachandran - Hydro Engineering Technologist]

ENWIN UTILITIES LTD. - WATER ENGINEERING

Comments to Stage 1 Planning Consultation Application

Water Engineering has no objections. In 2021, I approved a new 2" water service for the development. If this was installed and is sufficient for the proposed changes, no approvals from ENWIN are required.

[Bruce Ogg - Water Project Review Officer]

PLANNING DEPARTMENT - HERITAGE PLANNING

Comments to Stage 2 Planning Consultation Application

No supporting information required

Please be advised that the subject property is located adjacent to a listed heritage property recognized by Council on the Windsor Municipal Heritage Register:

R | 1034-36-38-40 Howard Ave | Four-unit Terrace | c1919 | Brick two-storey, symmetrical | Core

The subject property is located within the Archaeological Potential Zone (as per the recently adopted Windsor Archaeological Management Plan, 2024; OPA 181; and updated 2024 archaeological potential model OP Volume I Schedule C-1). The proposed works are interior of an existing building, no land disturbances are proposed. Thus, a Stage 1 Archaeological Assessment is not required at this time.

[Tracy Tang - Heritage Planner]

PLANNING DEPARTMENT - LANDSCAPE ARCHITECT

Comments to Stage 2 Planning Consultation Application

Elevations and Floor Plans are required.

[Hoda Kameli - Landscape Architect]

Comments to Stage 1 Planning Consultation Application

As per our discussion, the subject property has already been developed, and most of the property is paved with impervious hard surface concrete. This leaves 267 square feet (19%) of soft landscaping in the front of the property outside of the municipal boulevard portion. That results in a deficiency with the Zoning Bylaw, which requires 50% landscape in the front yard. There's a question as to how the property is being drained due to the intensive hard surface paving. This paving could be impacting the drainage of the abutting properties. In addition, what is identified as an amenity area appears to be a driveway, as it too is hard-surface paved. Therefore, the following additional reports are required for review:

- Energy Strategy - As the proposed development is above the 300sm threshold and the proposed use is to 6 units from 4 units, to demonstrate compliance with the recommendations found in the Community Energy Plan (https://www.citywindsor.ca/residents/environment/climate-change-mitigation/community-energy-

plan/Documents/Windsor%20Community%20Energy%20Plan%20-FINAL%20-%20July%2017-2017.pdf) Chapter 5 - Residential Sector Pages 42-48.

- Planning Rationale Report - As found in the Official Plan Subsection 10.2.13.
- Topographic Plan of Survey - The plan is to demonstrate the grading on site as well as within 1.2m of the abutting properties to demonstrate that the hard surface paving is not impacting the natural flow of storm water from within and external to the site.

[Stefan Fediuk - Landscape Architect]

TRANSPORTATION PLANNING

Comments to Stage 2 Planning Consultation Application

Supporting Documentation is Acceptable. No additional information is required.

[Elara Mehrilou - Transportation Planner I]

WALPOLE ISLAND FIRST NATION

No comments provided

APPENDIX "G"

Draft Amending By-law

BY-LAW NUMBER -2026

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

Passed the day of , 2026.

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

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

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

XX. **EAST SIDE OF HOWARD AVENUE BETWEEN ERIE STREET EAST AND GILES BOULEVARD EAST**

For the lands comprising Lots 6 & 7 and Part of Lot 8, Plan 131 (PIN 01165-0522 LT), One *Multiple Dwelling* with a *maximum* of 6 *dwelling units* shall be an additional permitted *use*, and the following additional provisions shall apply:

a) Notwithstanding Section 3.10, the *ground cover* definition shall not include decorative or ornamental block, brick, edging, paver, pebble, slab, or stone for the purpose of complying with Clause f) 1. below.

b) Notwithstanding Section 25.5.10.3, a poured-in-place concrete curb shall not be required to bound the south and west limits of a *parking area*.

c) Notwithstanding Section 25.5.10.5, precast concrete curbing that is not continuous shall be permitted along the west limit of a *parking area*.

d) Notwithstanding Section .3 of Table 25.5.20.1, the *minimum* separation for a *parking area* from the north interior lot line shall be 2.00 m.

e) Notwithstanding Section .3 of Table 25.5.20.1, the *minimum* separation for a *parking area* from the south interior lot line shall be 0.00 m.

f) *Landscaped Open Space Yard*: *minimum*: 35.0% of the lot area

1. *Minimum* 20.0% of the lot area shall consist of *soft landscaping.*

[ZDM 7; ZNG/7364]

2. That said by-law is further amended by amending the Zoning District Maps shown in Column 2 by changing the zoning symbol of the lands described in Column 3 from that shown in Column 4 to that shown in Column 5:

1. Item Number	2. Zoning District Map	3. Lands Affected	4. Current Zoning Symbol	5. New Zoning Symbol
1	7	Lots 6 & 7 and Part of Lot 8, Plan 131; PIN 01165-0522 LT (located on the east side of Howard between Erie Street East and Giles Boulevard East; Roll No 030-300-08002)	RD2.2	RD2.2x(XX)

DREW DILKENS, MAYOR

CLERK

First Reading , 2026
Second Reading , 2026
Third Reading , 2026

SCHEDULE 2

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

To amend the zoning of the lands located on the east side of Howard between Erie Street East and Giles Boulevard East, described as Lots 6 & 7 & Part of Lot 8, Plan 131, PIN 01165-0522 LT, to permit the creation of a dwelling unit in the lower level of each existing Duplex Dwelling, thereby changing the main use from a Double Duplex Dwelling to a Multiple Dwelling with six dwelling units, construction of a parking area with five spaces off the alley, and construction of a driveway with two tandem north side yard parking spaces.

The amending by-law changes the zoning on the subject land by adding a zoning exception to allow a Multiple Dwelling with six dwelling units, relief from select parking area provisions, and inclusion of landscaped open space yard provisions.

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

PART OF ZONING DISTRICT MAP 7

N.T.S.

SCHEDULE 2

Applicant: Evanz Minas

SUBJECT LANDS

PLANNING & BUILDING DEPARTMENT

DATE : MARCH, 2026
FILE NO. : Z-006/26, ZNG/7364

THE CITY OF WINDSOR ONTARIO, CANADA

Council Report: S 33/2026

Subject: Zoning By-Law Amendment - Z 007-26 (ZNG-7366) 687 Bridge Avenue - Ward 2

Reference:

Date to Council: June 1, 2026
Author: Averil Parent
Planner II - Development Review
519-255-6543 x6397
aparent@citywindsor.ca
Planning & Building Services
Report Date: 4/8/2026
Clerk's File #: Z/15145

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:

27. **WEST SIDE OF BRIDGE AVENUE, BETWEEN WYANDOTTE STREET WEST AND ROONEY STREET**

For the lands comprising of Lot 245, North Part Lot 244 and Part closed alley, Registered Plan 369, a *Semi-Detached Dwelling* shall be an additional permitted *main use,* and the following additional provisions shall apply to a *Semi-Detached Dwelling:*

a) *Lot Width: minimum* 13.1 m

b) *Lot Area: minimum* 425.0 m^2

c) *Lot Coverage: maximum* 47%

d) *Front Yard Depth: maximum* 6.8 m

e) *Gross Floor Area: maximum* 425 m^2

f) *Section* 5.65.1.1 shall not apply.

[ZDM 3; ZNG/7366]

II. THAT Zoning By-law 8600 **BE FURTHER AMENDED** by changing the zoning of Lot 245, North Part Lot 244 and Part closed alley, Registered Plan 369, known municipally as 687 Bridge Avenue (Roll No. 050-280-11300), situated on the west side of Bridge Avenue between Wyandotte Street West and Rooney Street from RD1.3 to RD1.3x(27).

Executive Summary:

N/A

Background:

Application Information:

Municipal Address: 687 Bridge Avenue

Roll Number: 050-280-11300

Ward: 2 **Planning District:** River West **Zoning District Map**: 3

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

Owner: 1001225233 Ontario Inc. (Taiping (Ricky) Jin)

Proposal:

The applicant proposes one new semi-detached dwelling on the subject parcel. The semi-detached dwelling will be severed along the common wall. Five units are proposed in total, including the two main units as well as three additional dwelling units (two on one side of the semi-detached dwelling and one on the other side). Two parking spaces accessed from Bridge Avenue are proposed. The existing single unit dwelling and detached accessory building are to be demolished.

Requested Amendment: A site-specific amendment to the existing Residential District 1.3 (RD1.3) zoning to permit one new semi-detached dwelling as an additional permitted use with additional provisions.

Submission Documents: Application for Zoning By-law Amendment, Conceptual site plan/elevation drawings/floor plans (Appendix A), Planning Rational Report (PRR, see Appendix B), Archaeological Assessment as well as ownership information. All documents with the exception of ownership information are available on the City's website.

The development as proposed is not subject to Site Plan Control. All plans, elevations and renderings are conceptual and subject to change.

Site Information:

OFFICIAL PLAN	ZONING	CURRENT USE	PREVIOUS USE
Residential	Residential District 1.3 (RD1.3)	Residential	N/A
LOT WIDTH	**LOT DEPTH**	**LOT AREA**	**LOT SHAPE**
13.1 m	32 m and 30.43 m	429.6 m^2	Rectangular
All measurements are provided by the agent and are approximate.			

Neighbourhood:

The subject parcel is located in a residential area just south of Wyandotte Street West. See the PRR (Appendix B) for site images. The immediate area consists of low profile residential dwellings. Single unit or semi-detached dwellings continue south of the property, along with the Essex Terminal Railway Line. To the east of the property is Adie Knox Community Centre Arena and municipal park. North of the property is Wyandotte Street West, which has a mix of commercial uses as well as medium to high profile multiple unit dwellings. To the west, the area transitions to the University of Windsor institutional uses.

Bridge Avenue is classified as a Local Road as per Official Plan Schedule F: Roads and *Bikeways.* Bridge Avenue has curb, gutter, and sidewalk infrastructure. Hydro poles with streetlights are present on the west side of the street. Parking is permitted on both sides of the street. Bridge Avenue is not subject to residential parking permits. A combined sanitary and storm sewer as well as a watermain are available within the Bridge Avenue right-of-way.

The closest existing transit route to this property is with the Crosstown 2. The Crosstown 2 has an existing weekday peak frequency of 10 minutes. The Crosstown 2 will be replaced by a new primary route known as Route 100 as part of Transit Windsor's City Council approved 2023 Service Plan. Route 100 will have a peak weekday frequency of 10 minutes. Route 100 will be implemented in conjunction with the completion of Transit Windsor's new east end terminal, which is expected to be completed in 2026. The closest existing bus stop to this property is located on Wyandotte at Bridge southeast corner. This bus stop is approximately 160 metres from this development falling within Transit Windsor's walking distance guidelines of 400 metres to a bus stop. This will be maintained with Route 100 and Transit Windsor's City Council approved Transit Master Plan.

Public Open House:

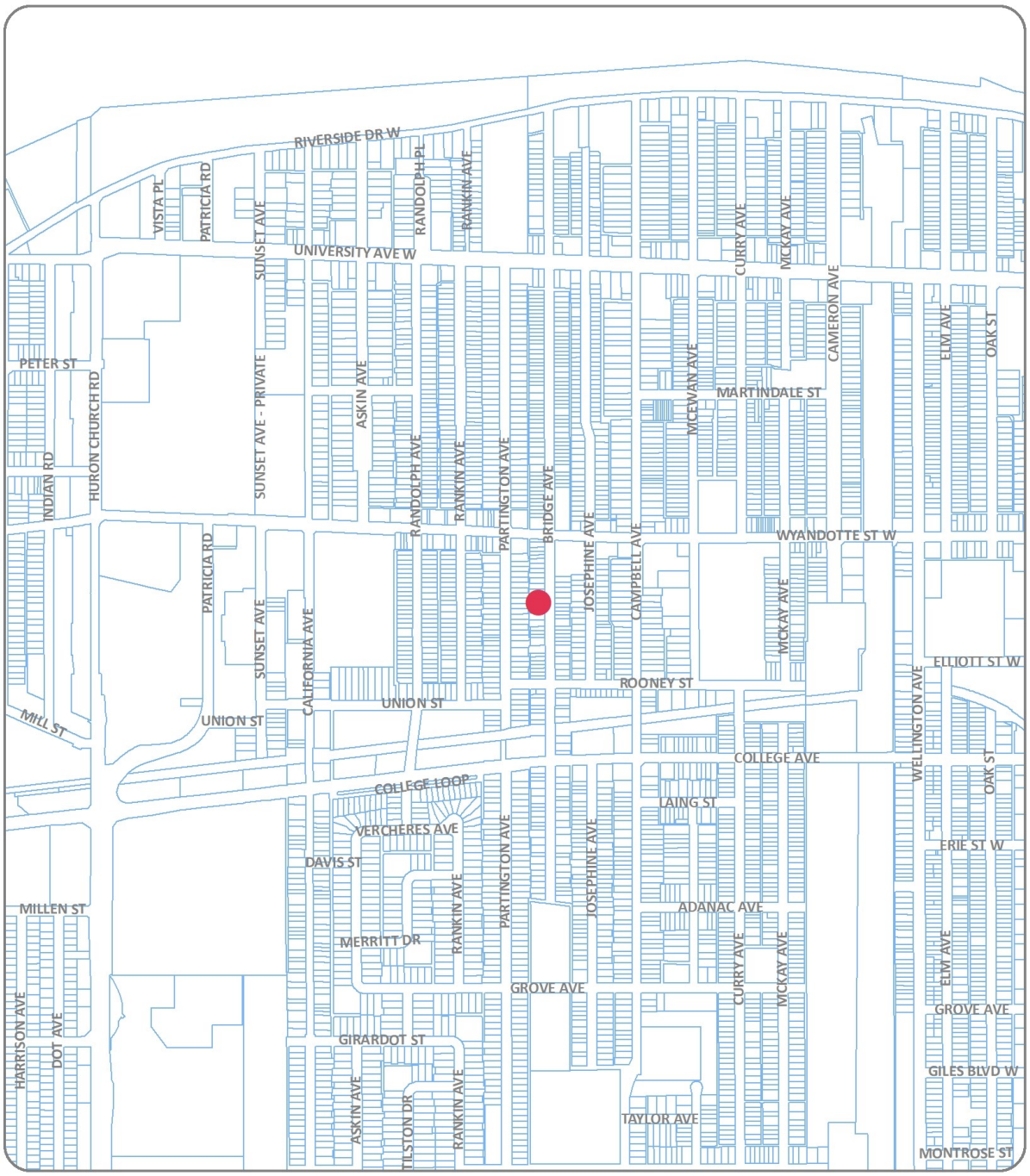
An Open House was held on October 20th, 2025 at the University Community Centre Hall located at 2320 Wyandotte Street West and via zoom where members of the public could attend either in person or online. Notification of this meeting was distributed to residents and property owners within 200m of the subject site. In addition to the Applicant and City Staff, 2 residents attended the open house.

Concerns raised at the open house included how the proposed development will impact existing lack of on street parking availability. In addition, residents as well as administration were concerned about the increased lot coverage and large gross floor area of the building. Since the open house, administration has encouraged the applicant to reduce the gross floor area and the lot coverage. The applicant has redesigned the proposal to reduce the gross floor area of the semi-detached dwelling. Details of the Open House are summarized in Section 3.2 of the PRR.

Anticipated Change Based on Recommendations:

EXISTING CONDITIONS / PERMISSIONS	PROPOSED / RECOMMENDED	CHANGE	STUDY / REPORT SUBMITTED
Land Use			
Single unit dwelling permitted containing a max of 2 ADUs	Semi-Detached dwelling with 5 units proposed.	Single Unit Dwelling to Semi-Detached Dwelling	**YES** (Planning Rationale Report)
Lot Size			
Lot Width: 15m Lot Area: 450m^2	Lot Width: 13.1m Lot Area: 425.0m^2	13% decrease 4.5% decrease	**YES** (Planning Rationale Report)
Lot Coverage			
45%	47%	2 percentage point increase, 4.44% increase	**YES** (Planning Rationale Report)
Maximum Building Height			
9 m (2.5 storeys)	9 m (2.5 storeys)	No change.	**NO**
Front Yard Depth			
3.38 m	Proposed: 7.5m Recommended: maximum 6.8m	122% increase 101% increase	**YES** (Planning Rationale Report)
Gross Floor Area (Main Building)			
400m^2	425m^2	6.25% increase	**YES** (Planning Rationale Report)
Transportation			
Residential	Residential	No significant change in vehicle trips	**NO** (Transportation Impact Study not required)
Parking			
1 space per main dwelling unit	1 space per main dwelling unit 2 parking spaces required.	Parking requirement is satisfied.	**NO**
Sanitary Sewer and Stormwater Management			
Residential	Residential	No significant change in sanitary use. Drainage requirements fulfilled at building permit.	**NO**

Figure 1: Key Map



KEY MAP - Z-007/26, ZNG/7366

SUBJECT LANDS

Figure 2: Neighbourhood Map

NEIGHBOURHOOD MAP - Z-007/26, ZNG/7366

SUBJECT LANDS

Figure 3: Rezoning

PART OF ZONING DISTRICT MAP 3

N.T.S.

REQUESTED ZONING AMENDMENT

Applicant: 1001225233 Ontario Inc.

SUBJECT LANDS

PLANNING & BUILDING DEPARTMENT

DATE : MARCH, 2026
FILE NO. : Z-007/26, ZNG/7366

Discussion:

Planning Rationale Report (Pillon Abbs Inc. – March 25th, 2026)

Planning and Development Services concurs with the overall analysis completed in the Planning Rationale Report (PRR) submitted by the applicant and attached as Appendix B. The PRR concludes that "*the proposed development is consistent with the Provincial Planning Statement, conforms with the intent and purpose of the Official Plan and Zoning By-law and represents good planning.*"

Archaeological Assessments Stage 1 & 2 (Amick Consultants Limited – January 26 2026)

The Archaeological Assessment states that the Stage 2 assessment did not result in the documentation of archaeological resources and that no further assessment is recommended. The Ministry of Citizenship and Multiculturalism (MCM) confirms by mail dated March 19th 2026 that the assessment has been entered into the Ontario Public Register of Archaeological Reports without technical review.

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.

Section 5.1.1 of the PRR provides a summary of the key policy considerations of the PPS as it relates to the proposed development. The PRR states that "*the proposed development is consistent with the policy to achieve a complete community, as the site is located in an existing built-up area and close to amenities"* and is a "*new housing option for the area"*. The agent concludes their analysis by stating "*that the proposed development is consistent with the PPS and the Province's vision for long-term prosperity and social well-being*". Planning and Development Services concurs with the PPS 2024 analysis in the PRR.

City of Windsor Official Plan

The subject parcel is designated Residential under *Schedule D – Land Use* of the Official Plan (OP). Section 5.1.2 of the PRR provides a summary of the key policy considerations of the OP as it relates to the proposed development. The PRR states that "*the proposed development is compatible with the existing neighbourhood"* and "*is close to major roadways, has access to full municipal services, is close to nearby amenities and is close to transit".* The proposal satisfies the Locational Criteria and Evaluation Criteria for a residential development within an existing neighbourhood, as well as the Infill Development policies of the Official Plan.

Windsor's Intensification Guidelines provide a framework and practical suggestions for meeting the applicable OP policies with respect to matters such as site orientation (section 2.2.1), access and parking (section 2.2.3), and landscaping (Section 2.2.4). The applicant is requesting both an increased front yard setback (the established setback is 3.38 m) and reduced rear yard setback. The increased front yard setback is intended to accommodate the required on-site parking. Bridge avenue is presently undergoing redevelopment on both sides of the street, with new dwellings set further back from the road to facilitate front yard parking. However, administration notes that

the proposed dwelling could be shifted closer to the street to better align with the established setback pattern of adjacent dwellings. This adjustment would reduce the requested front yard setback, continue to permit front yard parking, and eliminate the need for a reduced rear yard setback. This is reflected in the recommendations of this report.

The agent concludes their analysis by stating "*that the proposed development will conform to the purpose and intent of the City of Windsor Official Plan".* Planning and Development Services concurs with the analysis in the PRR and that the recommended amendment to Zoning By-law 8600 conforms to the overall policy direction of the OP.

Intensification Guidelines

Section 5.1.3 of the PRR provides a summary of the key policy considerations of the Guidelines as they relate to the proposed development. The PRR states that "*the proposed infill project will provide new residential units for the community, within an existing parcel of land, while maintaining the urban fabric of the neighbourhood".* The agent concludes their analysis by stating "*that the proposed development will conform to the purpose and intent of the City of Windsor Guidelines"*. This area of Windsor is undergoing a transition toward higher density forms of development. Within this context, the scale and form of the proposal are appropriate within the policy framework that encourages intensification and more efficient land use. As recommended, the proposed semi-detached dwelling maintains neighbourhood compatibility through appropriate setbacks, building height and lot coverage. Planning and Development Services concurs with the analysis in the PRR.

Zoning By-Law 8600

The subject land is zoned Residential District 1.3 (RD1.3) which only permits an existing semi-detached dwelling (along with other permitted main uses). The applicant is requesting a rezoning to permit a semi-detached dwelling as an additional permitted use. Additional relief from the Zoning By-law being requested includes decreased minimum lot width, decreased minimum lot area, increased maximum lot coverage, increased front yard depth, decreased minimum rear yard depth, and increased maximum gross floor area of the main building. As discussed previously, Administration is recommending a maximum front yard setback of 6.8m. This eliminates the need for a reduced rear yard setback. It is also recommended that Section 5.56.1.1 not apply, which would otherwise require the front yard setback to match the abutting lots. The development must comply with all other applicable zoning provisions.

The proposed development has a building footprint of 201.45m^2. Along this section of Bridge Avenue, four existing residential dwellings have building footprints ranging from approximately 170m^2 and 196m^2. While the proposed dwelling will have the largest footprint on the block, its scale is considered appropriate within the policy framework that encourages intensification and more efficient land use. The increased lot coverage accommodates a covered porch, which is a character-defining element present on many homes along Bridge Avenue and contributes positively to the streetscape. Planning Staff agree with the analysis in the PRR that the reduced lot size, increased front yard depth, increased lot coverage and gross floor area will not result in any adverse impacts on the subject property or surrounding land uses. The proposed

development will maintain compliance with the RD1.3 zoning building envelope with respect to building height.

As per the Zoning By-law, one parking space is required for each main dwelling unit located in a semi-detached dwelling. This proposal meets the parking requirement as the required two (2) parking spaces are provided.

The Applicant's request for a change in zoning with site-specific provisions is supported in principle. 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 semi-detached dwelling is not subject to Site Plan Control.

Risk Analysis:

N/A

Climate Change Risks

Climate Change Mitigation:

The subject land is located within an existing neighbourhood containing 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 a low-profile semi-detached dwelling 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

Consultations:

Comments received from municipal departments and external agencies are attached as Appendix C. 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.

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 my 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 would permit a semi-detached dwelling on an urban parcel of land which is 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:

Averil Parent
Planner II – Development Review

I concur with the above comments and opinion of the Professional Planner.
Greg Atkinson, MCIP, RPP *Neil Robertson, MCIP, RPP*

Deputy City Planner - Development City Planner

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

JP RM

Approvals:

Name	Title
Averil Parent	Planner II – Development Review (A)
Greg Atkinson	Deputy City Planner - Development
Aaron Farough	Senior Legal Counsel, Legal and Real Estate
Neil Robertson	City Planner
Jelena Payne	Deputy CAO/Commissioner, Economic Development
Ray Mensour	Chief Administrative Officer

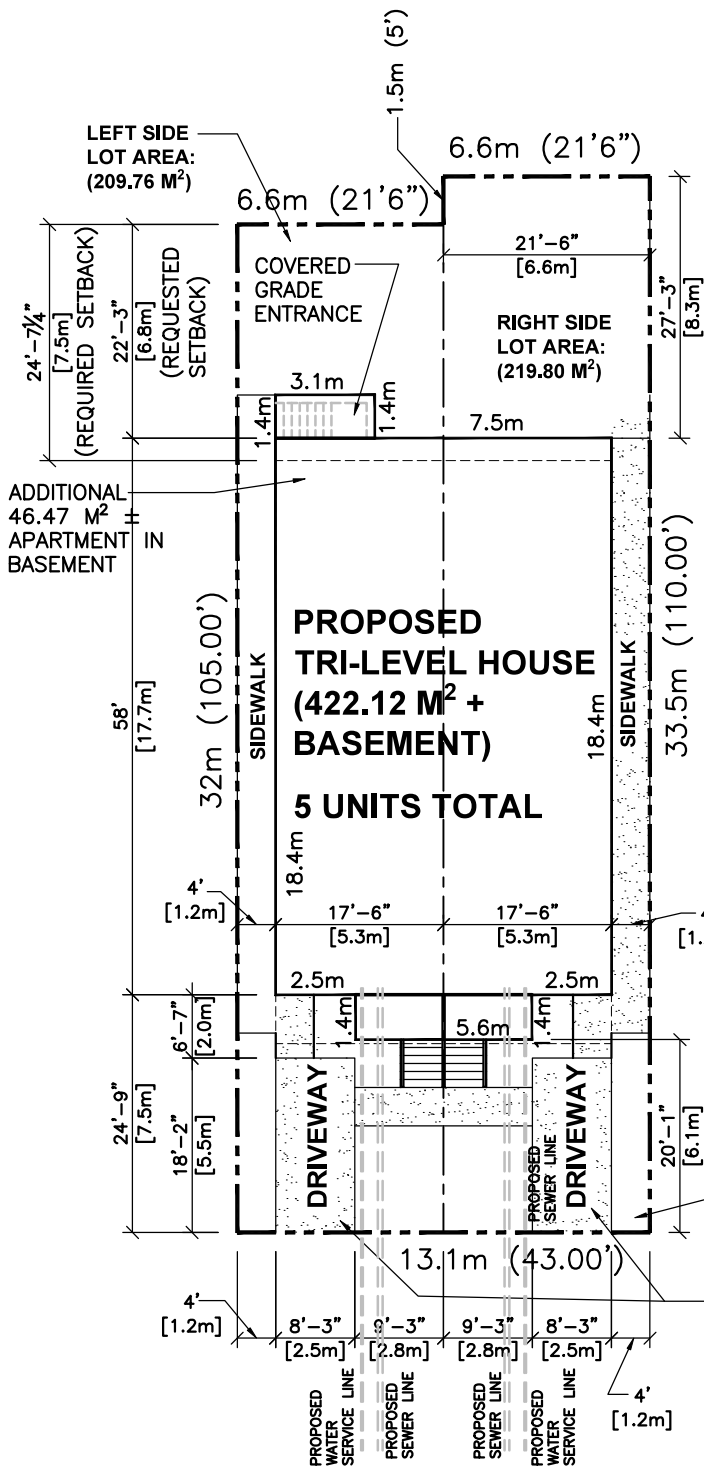
Notifications:

Name	Address	Email

Appendices:

Appendix A – Conceptual Site and Floor Plans
Appendix B – Planning Rational Report
Appendix C – Consultations

SITE PLAN
687 BRIDGE AVE.
CITY OF WINDSOR



687 BRIDGE AVE.

TOTAL LOT AREA:	*429.60 M^2 ± / 4622.50 Sq. Ft.*
PROPOSED BUILDING AREA:	*200.96 M^2/ 2162.29 Sq. Ft.*
PROPOSED LOT COVERAGE:	*46.78 %*
ALLOWABLE LOT COVERAGE	*45.00 %*
LEFT SIDE BUILDING AREA	*102.56 M^2/ 1103.51 Sq. Ft. (LOT COVERAGE: 48.88 %)*
RIGHT SIDE BUILDING AREA	*98.32 M^2/ 1058.01 Sq. Ft. (LOT COVERAGE: 44.74 %)*
FRONT YARD AREA:	*78.63 M^2 ± / 846.12 Sq. Ft.*
PROPOSED PAVED AREA	*58.43 %*
ALLOWABLE PAVED AREA:	*50%*

APARTMENT UNIT AREA:

UNIT 1: 94.33 M^2 + BASEMENT
UNIT 2: 94.33 M^2 + BASEMNT
UNIT 3: 94.33 M^2
UNIT 4: 94.33 M^2
UNIT 5: 44.85 M^2

TOTAL AREA: 421.74 M^2 (4537.92 Sq. Ft.)

MATTHEWS design
6 – 2557 Dougall Ave, Suite 1600
WINDSOR ONTARIO, CANADA
N8X 1T5
(519) 915-2275
E-MAIL: cmatthewsdesignwindsor@gmail.com

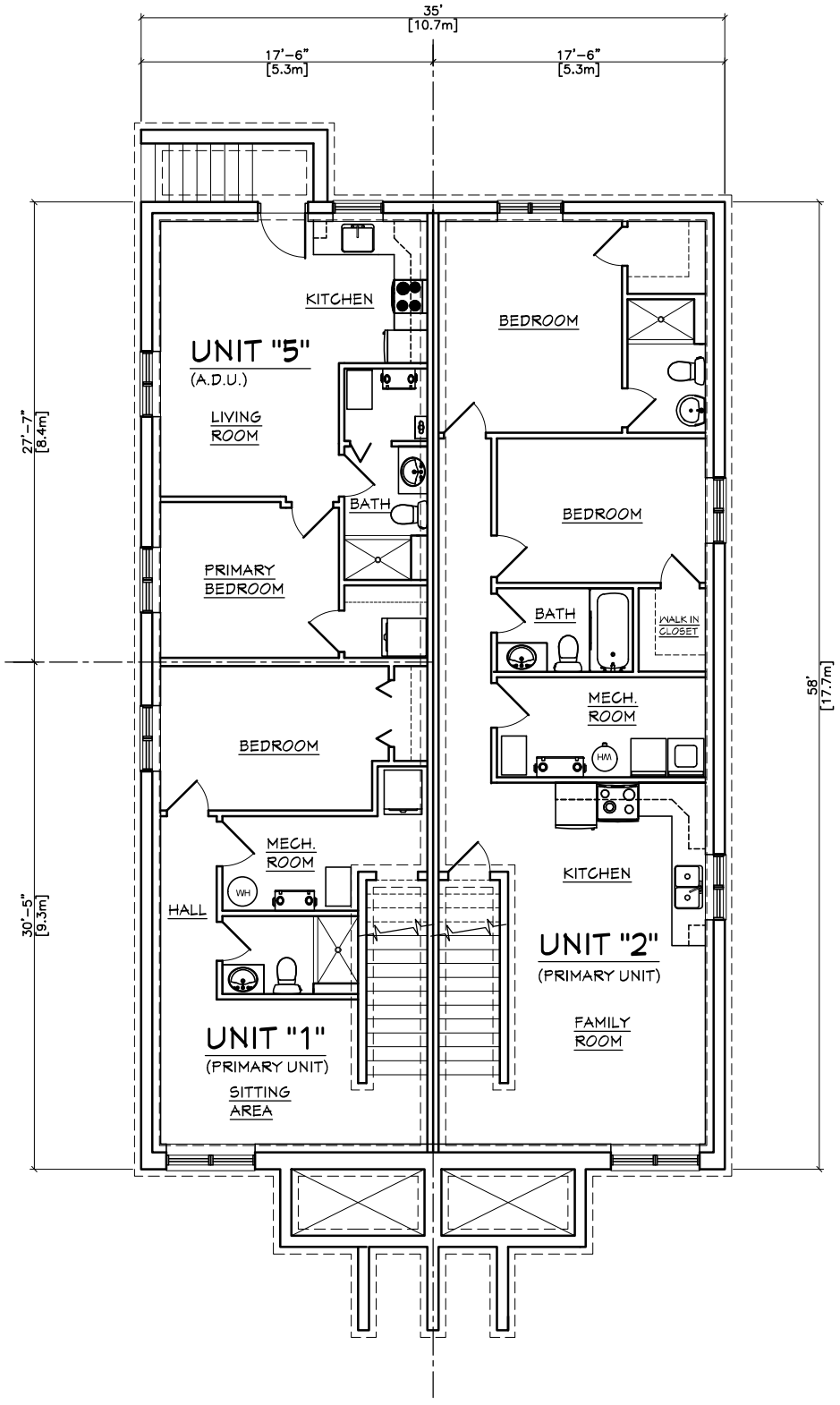
BCIN 38359

DESIGNS © C.MATTHEWS DESIGN 2025

SITE PLAN–5

FOR: RICKY JIN.

DATE: FEB. 27, 2026



FOUNDATION PLAN

687 BRIDGE AVE. - DRAFT 2

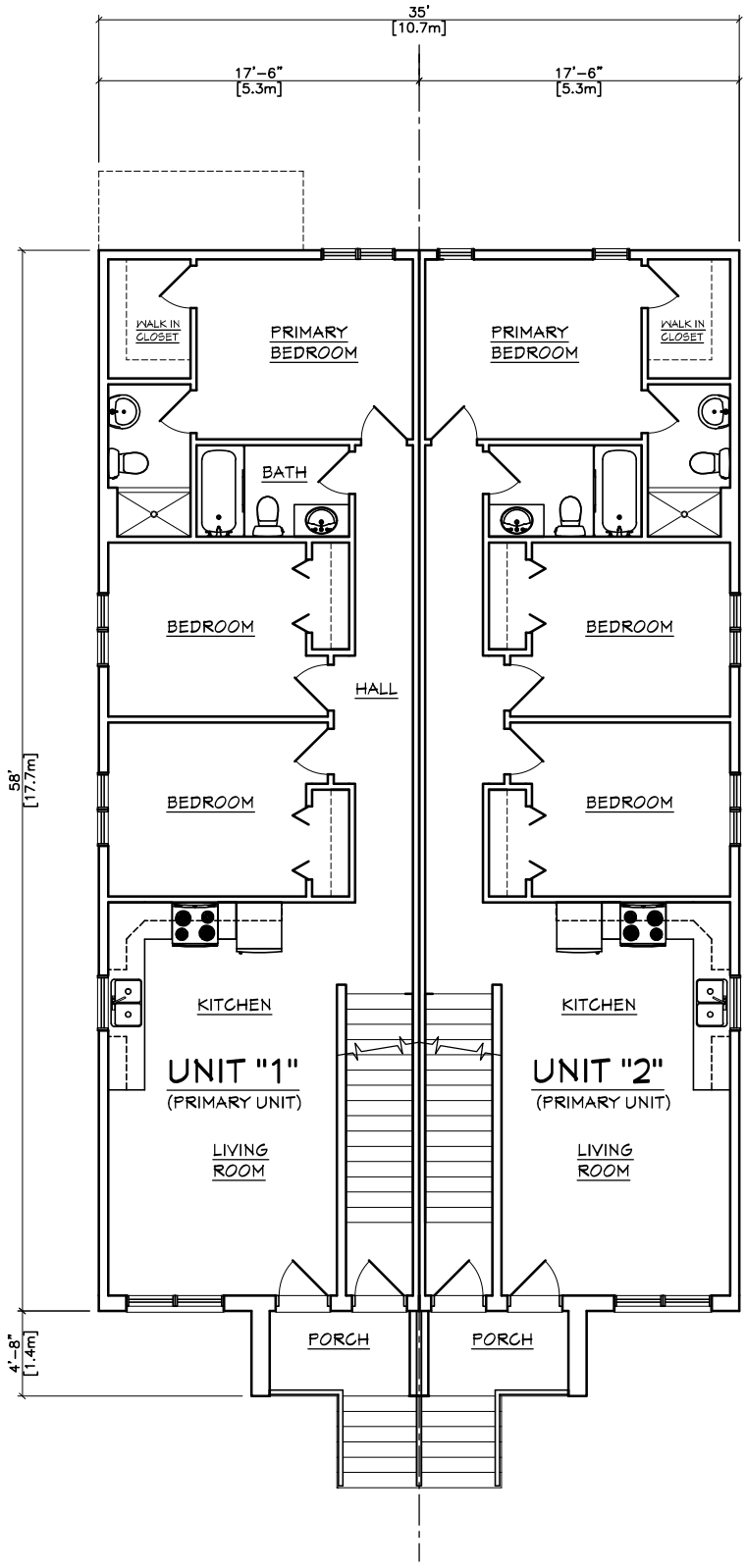
TOTAL AREA: 188.66 M^2/ 2030.00 Sq. Ft.

UNIT 1 BASEMENT AREA (PRIMARY UNIT) 49.47 M^2/ 532.33 SQ.FT

UNIT 2 BASEMENT AREA: (PRIMARY UNIT) 188.66 M^2/ 2030.00 Sq. Ft.

UNIT 5 AREA 44.85 M^2/ 482.67 SQ.FT

DATE: FEB. 27/ 2026



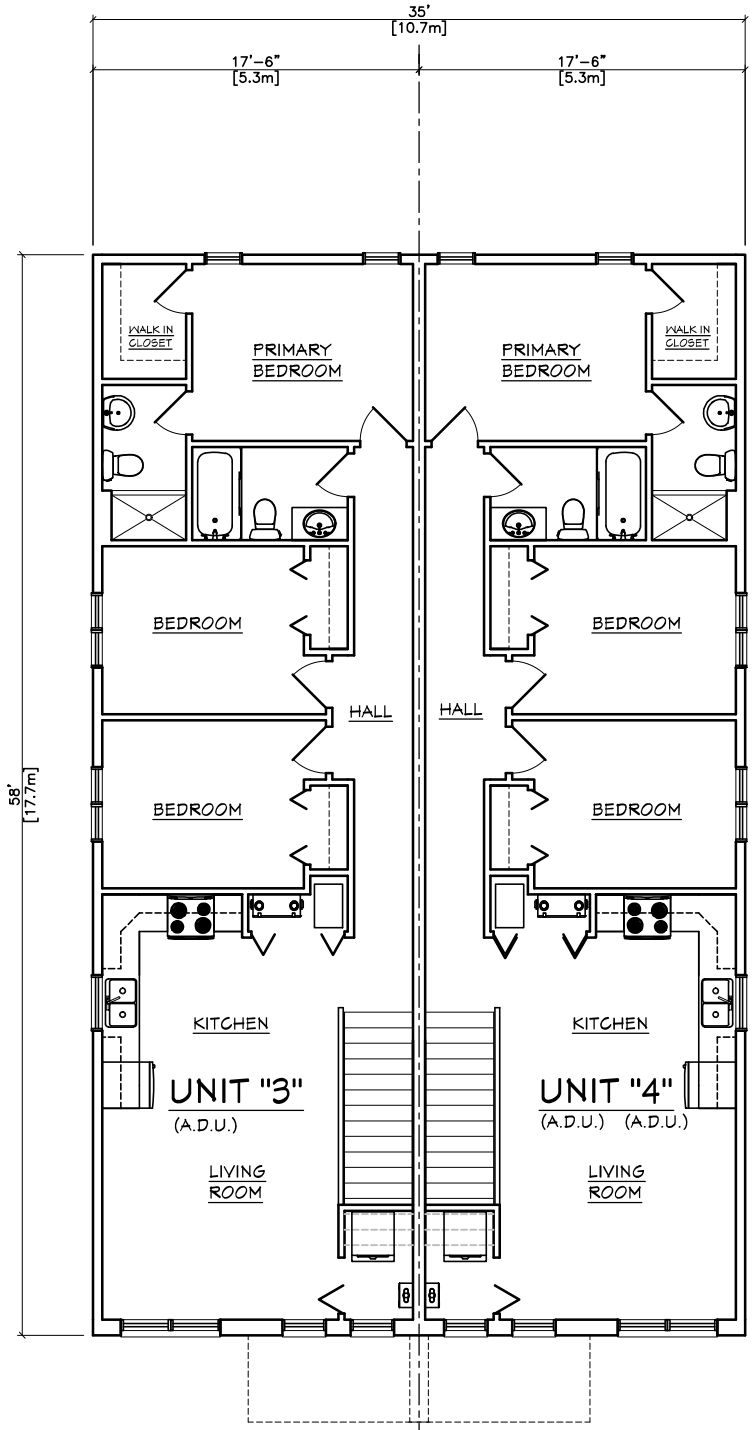
FIRST FLOOR PLAN

687 BRIDGE AVE. - DRAFT 2

TOTAL AREA: 188.66 M^2/ 2030.00 Sq. Ft.

APPROXIMATE 94.33 M^2 / 1015 Sq. Ft. PER UNIT

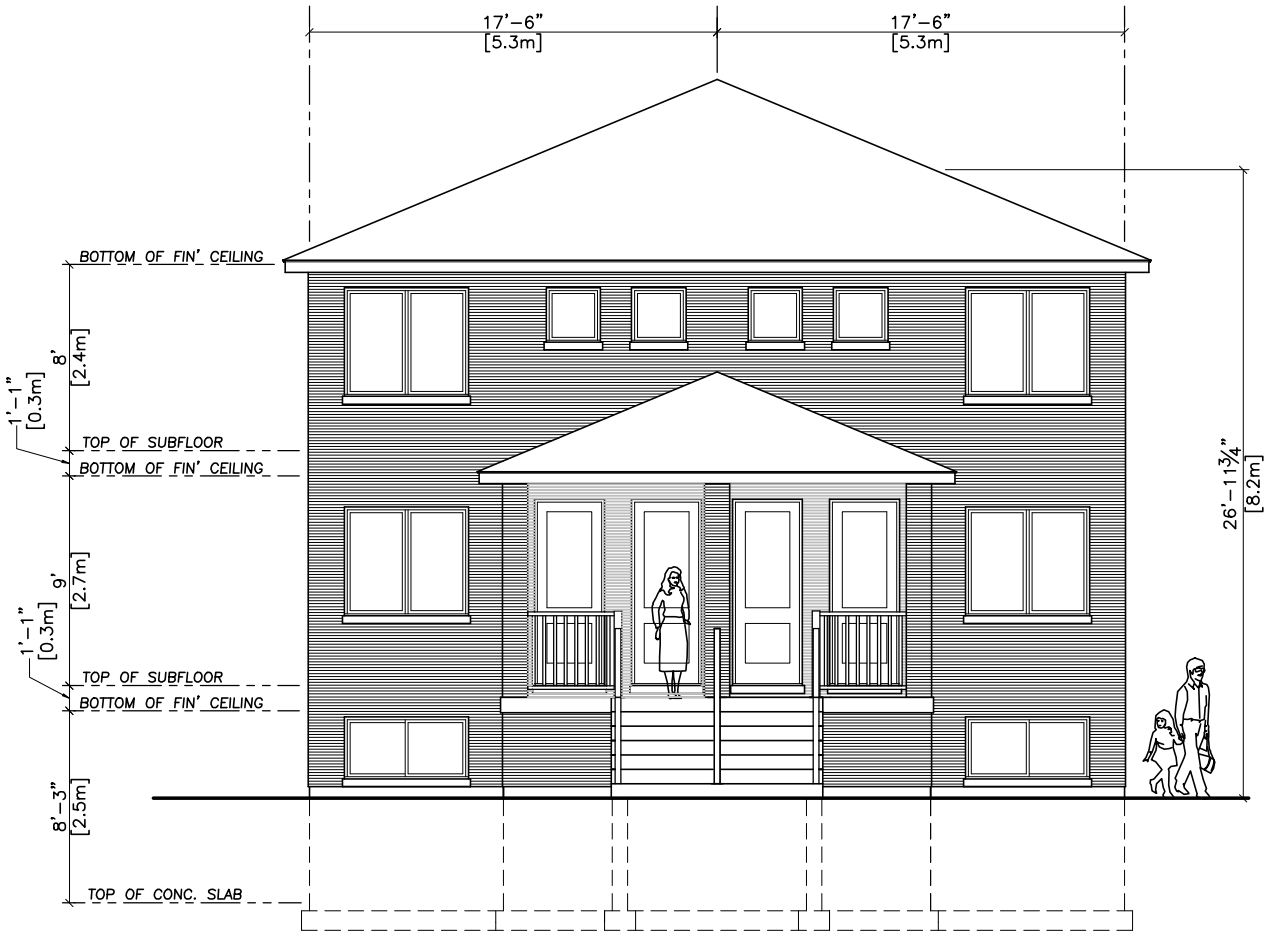
DATE: FEB. 27/ 2026



SECOND FLOOR PLAN

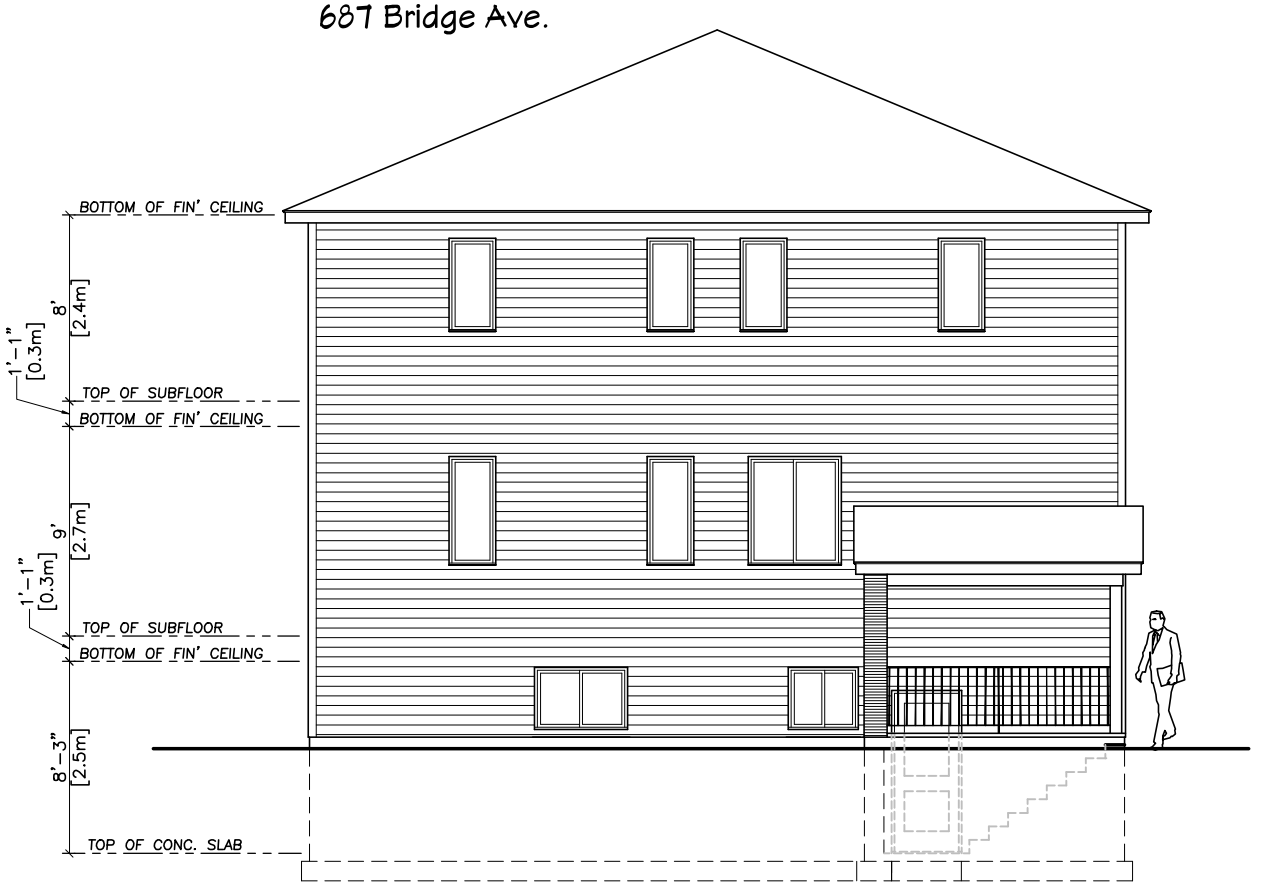
687 BRIDGE AVE. - DRAFT 2
TOTAL AREA: 188.66 M^2/ 2030.00 Sq. Ft.
APPROXIMATE 94.33 M^2 / 1015 Sq. Ft. PER UNIT

DATE: FEB. 27/ 2026



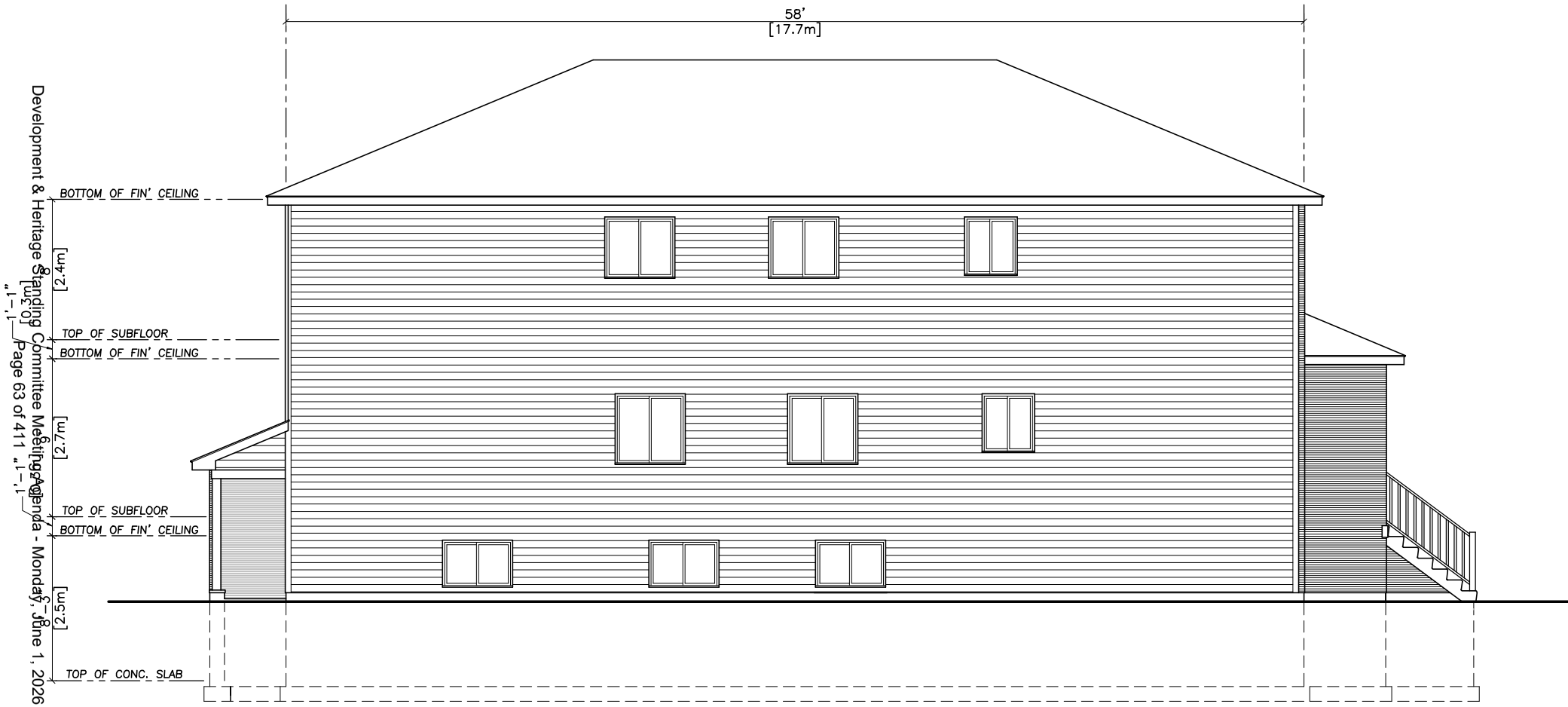
FRONT ELEVATION

687 Bridge Ave.



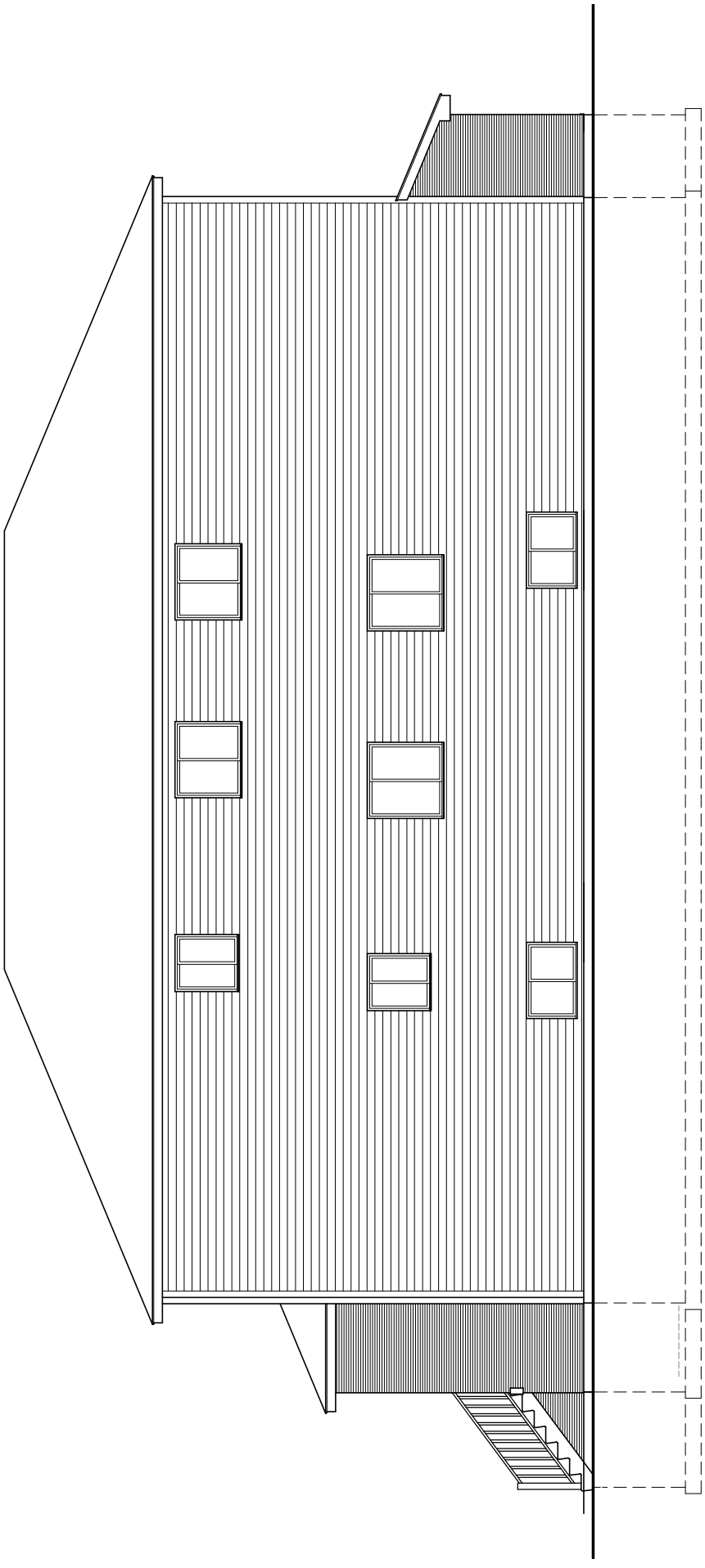
REAR ELEVATION

687 Bridge Ave.



LEFT ELEVATION

687 Bridge Ave.



RIGHT ELEVATION

687 Bridge Ave.

PLANNING RATIONALE REPORT

ZONING BY-LAW AMENDMENT

PROPOSED RESIDENTIAL DEVELOPMENT

687 Bridge Avenue

Windsor, Ontario

March 25, 2026

Prepared by:

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

Table of Contents

1.0 INTRODUCTION 3
2.0 SITE AND SURROUNDING LAND USES 5
2.1 Legal Description and Ownership 5
2.2 Physical Features of the Site 6
2.2.1 Size and Site Dimension 6
2.2.2 Existing Structures and Previous Use 7
2.2.3 Vegetation and Soil 7
2.2.4 Topography and Drainage 7
2.2.5 Other Physical Features 7
2.2.6 Municipal Services 7
2.2.7 Nearby Amenities 7
2.3 Surrounding Land Uses 8
3.0 PROPOSAL AND CONSULTATION 12
3.1 Development Proposal 12
3.2 Public Consultation Strategy 14
4.0 APPLICATION AND STUDIES 17
4.1 Zoning By-law Amendment 17
4.2 Other Applications 17
4.3 Supporting Studies 17
4.3.1 Archaeology 17
5.0 PLANNING ANALYSIS 19
5.1 Policy and Regulatory Overview 19
5.1.1 Provincial Planning Statement 19
5.1.2 Official Plan 25
5.1.3 Intensification Guidelines 33
5.1.4 Zoning By-law 40
6.0 SUMMARY AND CONCLUSION 49
6.1 Context and Site Suitability Summary 49

6.1.1 Site Suitability 49
6.1.2 Compatibility of Design 49
6.1.3 Good Planning 49
6.1.4 Environment Impacts 49
6.1.5 Municipal Services Impacts 50
6.1.6 Social, Cultural, and Economic Conditions 50
6.2 Conclusion 51

1.0 INTRODUCTION

I have been retained by 1001225233 Ontario Inc. (herein the "Applicant") to provide a land use Planning Rationale Report (PRR) in support of a proposed residential development to be located at 687 Bridge Avenue (herein the "Site") in the City of Windsor, Province of Ontario.

The Site, in Ward 2 (Riverwest Planning District), is made up of one interior parcel of land, which currently has a single detached dwelling and an accessory structure (to be demolished).

The Site is located on the west side of Bridge Avenue, north of Rooney Street and south of Wyandotte Street West.

It is proposed that the Site be redeveloped. Residential use is proposed to continue.

A new 2-storey semi-detached dwelling (with a basement) will be constructed with 3 additional dwelling units (1 on one side and 2 on the other side of the semi-detached dwelling) for a total of 5 residential dwelling units.

The semi-detached dwelling will be severed along the common wall and divided into two separate lots.

A total of 2 parking spaces located in private driveways within the front yard, with access from Bridge Avenue, are proposed. There are no garages proposed.

The tenure of each unit will be individually owned. The ADUs will be rented.

The Site has access to full municipality infrastructure, including water, sewer and storm services.

Pre-consultation (stage 1) was completed by the Applicant (City File #PC-059/25). Comments dated July 21, 2025, have been received and included in this PRR.

Pre-submission (stage 2) was completed by the Applicant (City File #PC-19/25). Comments dated January 22, 2026, have been received and included in this PRR.

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

The purpose of the ZBA is to provide more housing through intensification and infilling.

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

Once the common wall is located, the Applicant will then proceed with an application for Consent (CON) to create the lots.

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 a suitable development, is consistent with the PPS, conforms to the intent and purpose of the OP and ZBL, and represents good planning.

2.0 SITE AND SURROUNDING LAND USES

2.1 Legal Description and Ownership

The Site, in Ward 2 (Riverwest Planning District), is made up of one interior parcel of land.

The Site is located on the west side of Bridge Avenue, north of Rooney Street and south of Wyandotte Street West (see the area in **yellow** on Figure 1a – Site Location).

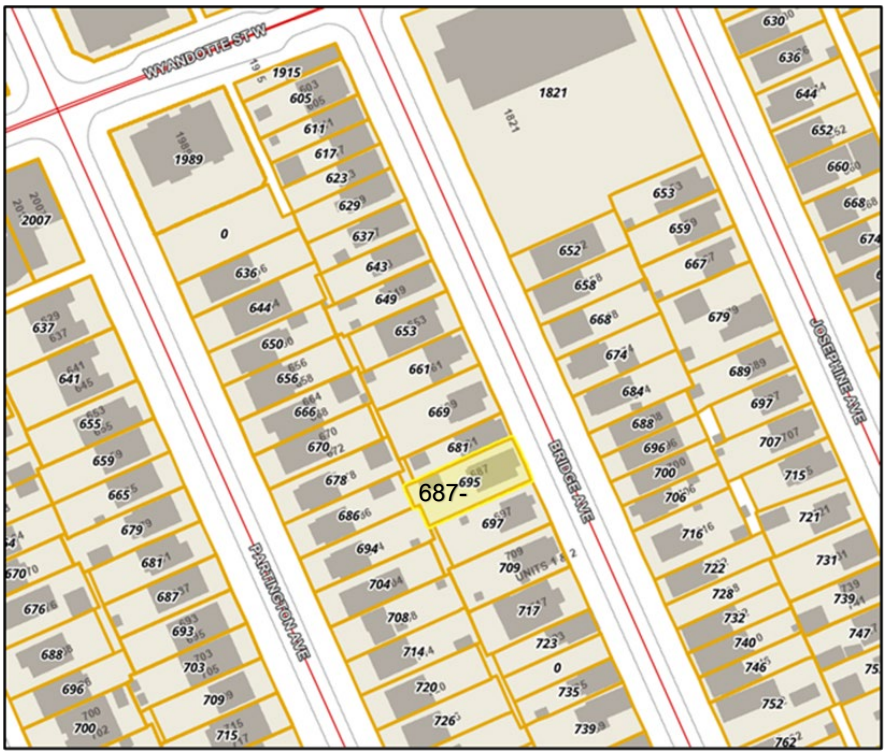


Figure 1a – Site Location (Source: Windsor GIS)

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

Address	Legal Description	PIN	ARN	Owner	Purchased Date
687 Bridge Avenue, City of Windsor, Province of Ontario	LOT 245 PLAN 369 SANWICH WEST; PT LOT 244 PLAN 369 SANDWICH WEST; PT ALLEY PLAN 369 SANDWICH WEST; PT ALLEY PLAN 933 SANDWICH WEST CLOSED BY BYLAW R12861 AS IN R1376659 S/T R1286118; S/T R1324135E; CITY OF WINDSOR	01224-0471 LT	050-280-11300	1001225233 Ontario Inc.	2025

2.2 Physical Features of the Site

2.2.1 Size and Site Dimension

The Site, subject to the proposed development, is a rectangular-shaped lot and consists of a total area of 429.60 m2 (0.043 ha), with 13.1 m along Bridge Avenue and an irregular depth of 32 m and 33.5 m (see Figure 1b – Street View).

Figure 1b – Street View (Source: Pillon Abbs Inc.)

2.2.2 Existing Structures and Previous Use

The Site currently has a single detached dwelling and an accessory structure (to be demolished).

The previous use was residential.

2.2.3 Vegetation and Soil

The property currently has a mown lawn.

There are some trees located on the Site.

The soil is made up of Brookston Clay Loam (Bcl).

2.2.4 Topography and Drainage

The Site is generally level and is outside of the Essex Region Conservation Authority (ERCA) regulated area.

The Site is part of the Windsor Area drainage.

The Site is not part of any Source Water Protection Zones.

2.2.5 Other Physical Features

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.

Bridge Avenue is considered a local roadway.

There are streetlights and sidewalks along Bridge Avenue.

The Site has access to major roadways, including Wyandotte Street West, Huron Church Road and Tecumseh Road West.

On-street parking is permitted along Bridge Avenue, and the Site is close to nearby active transportation facilities.

The closest bus stop is located 160 m from the Site at the corner of Wyandotte Street West and Bridge Avenue (Stop ID 1233, Bus #2).

2.2.7 Nearby Amenities

There are many schools, parks and libraries in close proximity to the Site.

The closest schools are Canada Benson Academy, University of Windsor, Assumption College Catholic Middle School and West Gate Public School.

The closest parks are Wilson Park and North Merritt Park.

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

2.3 Surrounding Land Uses

Overall, the Site is located in an established area with residential uses.

There are several different lot frontages and lot areas of neighbouring properties.

A site visit was conducted on October 20, 2025, by Pillon Abbs Inc.

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

Photo 1 – North (Source: Pillon Abbs Inc.)

East – The lands directly to the east of the Site are used for residential use (see Photos 2 – East).

Photos 2 – East (Source: Pillon Abbs Inc.)

South – The lands directly to the south of the Site are used for residential use (see Photos 3 - South).

Photos 3 – South (Source: Pillon Abbs Inc.)

West – The lands directly to the west of the Site (rear yards) with frontage along Partington Avenue are used for residential use (see Photos 4 – West).

Photos 4 – West (Source: Pillon Abbs Inc.)

3.0 PROPOSAL AND CONSULTATION

3.1 Development Proposal

The Site, in Ward 2 (Riverwest Planning District), is made up of one interior parcel of land, which currently has a single detached dwelling and an accessory structure (to be demolished).

The Site is located on the west side of Bridge Avenue, north of Rooney Street and south of Wyandotte Street West.

It is proposed to redevelop the Site. Residential use will continue.

A new 2-storey semi-detached dwelling (with a basement) will be constructed with 3 additional dwelling units (1 on one side and 2 on the other side of the semi-detached dwelling) for a total of 5 residential dwelling units.

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

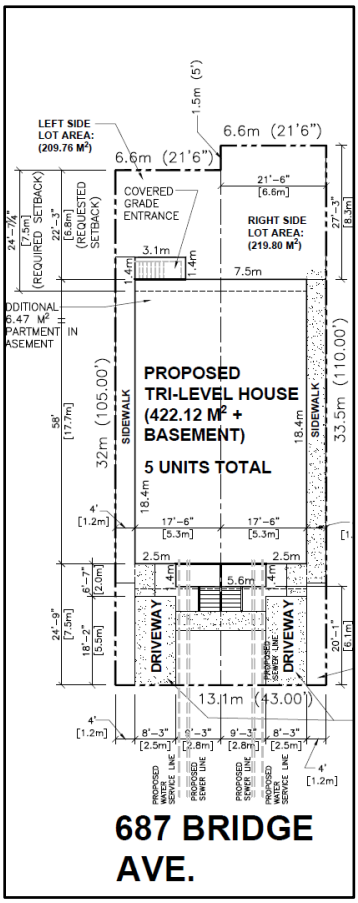


Figure 2a –Concept Plan

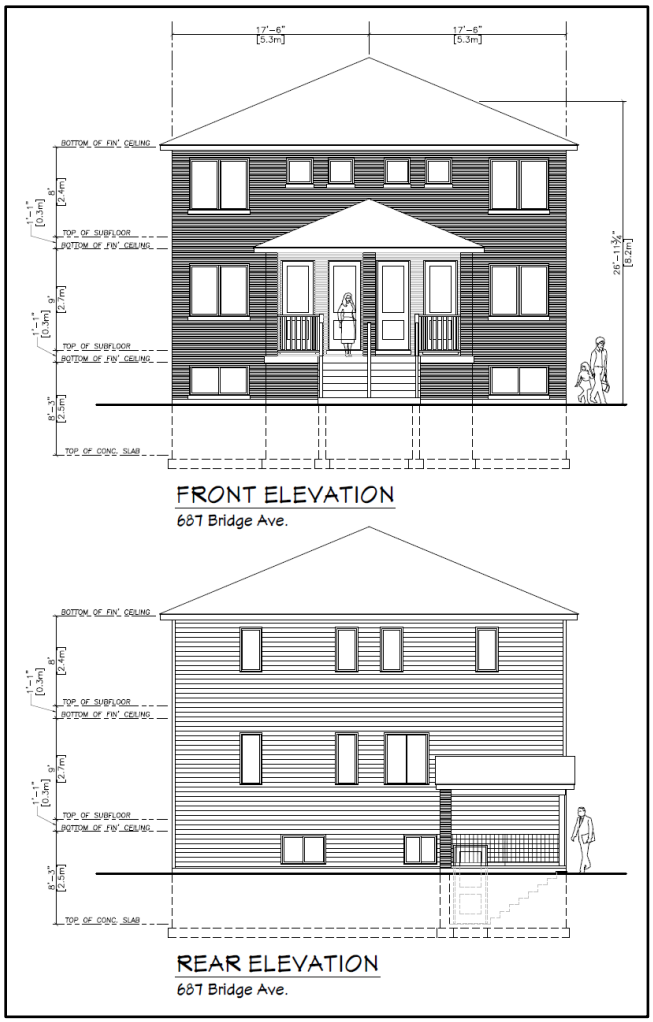
The Concept Plan is preliminary.

The building will occupy a total of 200.96 m2 of the Site (46.78 % lot coverage).

Based on the lot size (0.043 ha) and the number of units (5), the proposed development will result in a gross residential density of 116.28 units per hectare (uph).

The proposed dwelling will face Bridge Avenue.

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



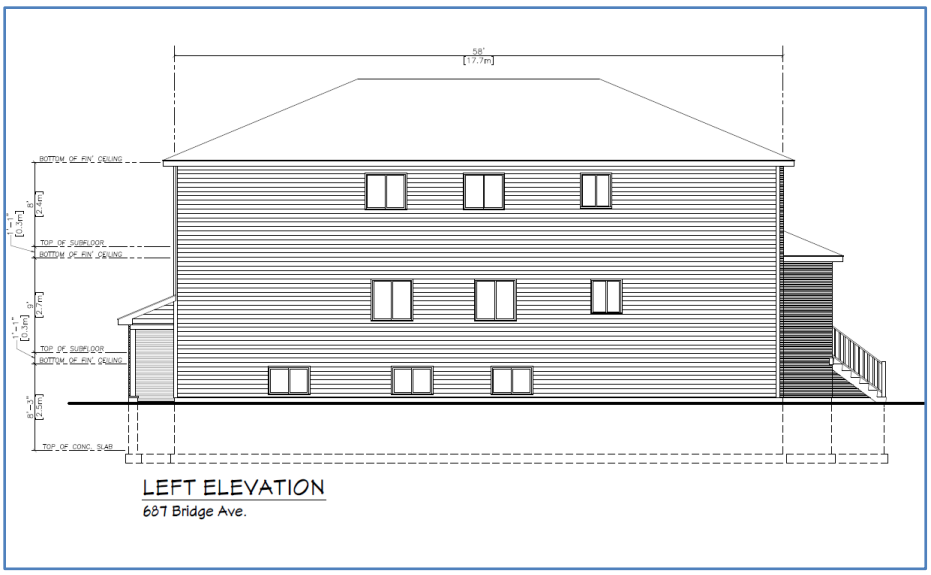


Figure 2b – Elevations

The elevations are preliminary.

Floor plans have also been provided.

A total of 2 parking spaces located in private driveways within the front yard, with access from Bridge Avenue, are proposed.

There are no garages proposed.

The proposed driveways will be paved.

The semi-detached dwelling will be severed along the common wall and divided into two separate lots.

The tenure of each unit will be individually owned. The ADUs will be rented.

Each unit will have a total of 1-3 bedrooms. Floor plans have been provided.

Amenity areas (front and rear yards), paved sidewalks, and landscaping will be provided.

The Site has access to full municipality services, including water, sewer and storm.

3.2 Public Consultation Strategy

In addition to the statutory public meeting, the *Planning Act* requires the Applicant to submit a proposed strategy for public consultation as part of the complete application requirements, with respect to an application.

As part of a public consultation strategy, in addition to the statutory public meeting, an informal hybrid (electronic and in-person) public open house was held with area residents and property owners on October 20, 2025, from 6:00 pm to 7:00 pm at the University Community Centre (Hall) located at 2320 Wyandotte Street West, Windsor and via Zoom.

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

A total of **544** owners and tenants were notified, which represents a **200 m** radius from the Site.

In addition to the applicant representatives and City Staff, 2 residents attended the open house in person and 0 attended electronically.

Emails and phone calls were also received and documented.

The following is a summary of the comments and questions received, along with the responses provided.

Topic Item	Comments and Questions	Response
Design	Overall, a very nice design and style.	Noted. The design is only conceptual at this time.
Parking	There is currently a parking issue along the Bridge. There is a lack of parking. There is no longer a back alley.	Private driveways are provided for residents to park.
Density	How many people? Too many people will live here. There are too many bedrooms. This will just be for students. There are too many students who live in the area now.	The floor plan is conceptual at this time. Anyone can live in the units (students, families, etc).
Sewers	Sewers are an issue now.	Prior to a building permit, the Applicant will need to provide the required support studies/plans regarding sewers.
Lot coverage	Can you reduce the lot coverage?	The Applicant will review prior to submitting the formal application to the City.

Topic Item	Comments and Questions	Response
Building Exits/Entrances	Does each unit need 2 ways to exit and enter? What would happen if there were a fire? Are the windows above grade?	The final design of the building is subject to a Building Permit. The building will comply with the Ontario Building Code (OBC).

4.0 APPLICATION AND STUDIES

Pre-consultation (stage 1) was completed by the Applicant (City File #PC-059/25). Comments dated July 21, 2025, have been received and included in this PRR.

Pre-submission (stage 2) was completed by the Applicant (City File #PC-19/25). Comments dated January 22, 2026, have been received and included in this PRR.

The purpose of the ZBA is to provide more housing through intensification and infilling.

The following explains the purpose of the application as well as a summary of the required support studies.

4.1 Zoning By-law Amendment

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

The current zoning of the Site, subject to development, is Residential District 1.3 (RD1.3) category, as shown on Map 3 of the City of Windsor Zoning By-law #8600.

It is proposed to further amend the existing zoning to a site specific Residential District 1.3 (RD1.3 - S.20(1)(XXX)) category to permit the proposed development of a new semi-detached dwelling as an additional permitted use.

Relief from certain regulations is also being requested.

The ZBA is detailed, and its justification is outlined in Section 5.1.4 of this PRR.

4.2 Other Applications

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

Once the common wall is located, the Applicant will then proceed with an application for Consent (CON) to create the lots.

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

4.3 Supporting Studies

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

4.3.1 Archaeology

A Stage 1 Archaeological Assessment was prepared by AMICK Consultants Limited, dated November 6, 2025.

The purpose of the study was to determine any archaeological potential of the Site.

The study concluded that a Stage 2 assessment would be required.

A Stage 2 Archaeological Assessment was prepared by AMICK Consultants Limited, dated December 12, 2025.

The study concluded that no archaeological resources were encountered and that no further assessment is warranted.

The stage 1 and stage 2 reports have been filed with the Ministry.

5.0 PLANNING ANALYSIS

5.1 Policy and Regulatory Overview

5.1.1 Provincial Planning Statement

The Provincial Planning Statement, 2024 (PPS) provides policy direction on matters of provincial interest related to land use planning and development.

The PPS was issued under Section 3 of the Planning Act and came into effect on October 20, 2024.

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 they relate 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:	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
	a) maintain at all times the ability to accommodate residential growth for a minimum of 15 years through lands which are designated and available for residential development; and b) maintain at all times where new development is to occur, land with servicing capacity sufficient to provide at least a three-year supply of residential units available through lands suitably zoned, including units in draft approved or registered plans.	
2.1.6	Planning authorities should support the achievement of complete communities by: a) accommodating an appropriate range and mix of land uses, housing options, transportation options with multimodal access, employment, public service facilities and other institutional uses (including schools and associated child care facilities, long term care facilities, places of worship and cemeteries), recreation, parks and open space, and other uses to meet long-term needs; b) improving accessibility for people of all ages and abilities by addressing land use barriers which restrict their full participation in society;	The proposed development is consistent with the policy to achieve complete communities, as the Site is located in an existing built up area. The proposed development will provide for more housing. The Site has access to transportation options, public service facilities, other institutional uses, and parks. Accessibility will be addressed at the time of the building permit.
2.2.1 - Housing	Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected needs of current and	The proposed development is a new housing option for the area.

PPS Policy #	Policy	Response
	future residents of the regional market area by: a) establishing and implementing minimum 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; b) permitting and facilitating: 1. all housing options required to meet the social, health, economic and well being requirements of current and future residents, including additional needs housing and needs arising from demographic changes and employment opportunities; and 2. all types of residential intensification, including the development and redevelopment of underutilized commercial and institutional sites (e.g., shopping malls and plazas) for residential use, development and introduction of new housing options within previously developed areas, and redevelopment, which results in a net increase in residential units in accordance with policy 2.3.1.3; c) promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities,	The proposed development supports the City's housing targets. The needs of the residents can be accommodated as the Site is located near local amenities. The Site offers an opportunity for intensification and infilling. The proposed density is appropriate for the Site. A total of 6 units would be permitted in the form of an **existing** semi-detached dwelling with additional dwelling units (ADUs) as of right. Only 5 units are proposed. Residents will have access to nearby transit.

PPS Policy #	Policy	Response
	and support the use of active transportation; and d) requiring transit-supportive development and prioritizing 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.	The Site offers an opportunity for intensification. The total density of the proposed development is considered appropriate. The design and style of the proposed building will blend well with the scale and massing of the existing surrounding area. The proposed development is an efficient use of the Site. Residents will have immediate access to local amenities. Transit and active transportation are available in the area. The Site is located close to major roadways.

PPS Policy #	Policy	Response
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.	The proposed development provides an infill opportunity for an existing parcel of land. 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	The proposed development will not have a negative impact on nearby transportation and infrastructure corridors. A traffic study was not warranted.

PPS Policy #	Policy	Response
	purpose(s) for which it was identified.	
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 servicing report was not required.
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 tree inventory was not required.
4.2 - Water	Planning authorities shall protect, improve or restore the quality and quantity of water by: b) minimizing potential negative impacts, including cross-jurisdictional and cross-watershed impacts;	The Site is outside of the ERCA regulated area.
4.6.1 – Cultural Heritage and Archaeology	Protected heritage property, which may contain built heritage resources or cultural heritage landscapes, shall be conserved.	The required support studies have been completed and summarized in Section 4.3.1 of this PRR.
4.6.5 - Engagement	Planning authorities shall engage early with Indigenous communities and ensure their interests are considered when identifying, protecting and	Engagement was included as part of the Archaeology assessment.

PPS Policy #	Policy	Response
	managing archaeological resources, built heritage resources and cultural heritage landscapes.	
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. The Site is outside of the ERCA regulated area.

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

5.1.2 Official Plan

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

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

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

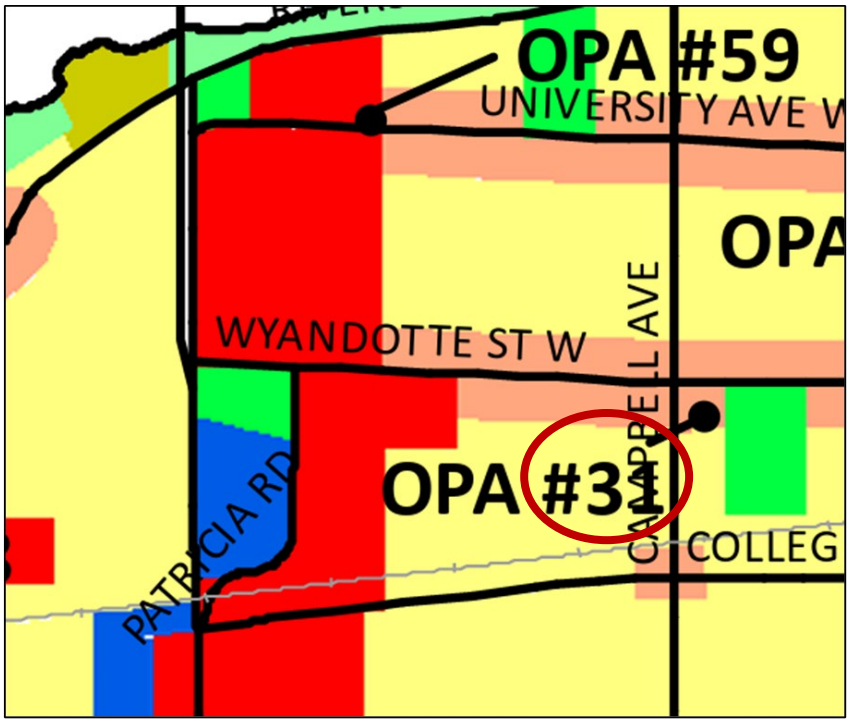


Figure 3 – OP

The Site is also subject to the following:

- Schedule A: Planning Districts & Policy Areas – Riverwest Planning District
- Schedule C-1: Archaeological Potential – Located within an "Archaeological Potential Zone"
- Schedule F: Roads & Bikeways – located on a Local Residential road (Bridge Ave)
- Schedule F-1: Railways – located within 300 m of a railway

It is proposed that the Site be maintained under the same 'Residential' land use designation.

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

OP Policy #	Policy	Response
3.2.1.2	Encouraging a range of housing types will ensure that people have an opportunity to live in their neighbourhoods as they pass through the various stages of their lives.	The proposed residential development supports one of the City's overall development strategies of providing for a range of housing types.

OP Policy #	Policy	Response
4.0 – Healthy Community	The implementing healthy community policies are interwoven throughout the remainder of the Plan, particularly within the Environment, Land Use, Infrastructure and Urban Design chapters, to ensure their consideration and application as a part of the planning process.	The proposed development will support the City's goal of promoting a healthy community in order to live, work, and play. The proposed development is close to nearby transit, employment, shopping, libraries, local amenities, and parks.
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. The Site is also located in an existing built up area where people can live, work and play.
6.1 - Goals	In keeping with the Strategic Directions, Council's land use goals are to achieve: 6.1.1 Safe, caring and diverse neighbourhoods. 6.1.3 Housing suited to the needs of Windsor's residents. 6.1.10 Pedestrian oriented clusters of residential, commercial, employment and institutional uses. 6.1.14 To direct residential intensification to those areas of the City where transportation, municipal services, community facilities	The proposed development supports these goals set out in the OP. The proposed residential use will provide a new housing choice in an existing neighbourhood. The Site is pedestrian friendly and close to nearby amenities. Municipal services, transportation and community facilities are available.

OP Policy #	Policy	Response
	and goods and services are readily available.	
6.2.1.2 - General Policies, Type of Development Profile	For the purpose of this Plan, Development Profile refers to the height of a building or structure. Accordingly, the following Development Profiles apply to all land use designations on Schedule D: Land Use unless specifically provided elsewhere in this Plan: (**a) Low Profile developments are buildings or structures generally no greater than three (3) storeys in height;** (b) Medium Profile developments are buildings or structures generally no greater than six (6) storeys in height; and (c) High Profile developments are buildings or structures generally no greater than fourteen (14) storeys in height.	The proposed development is considered low profile. A new 2-storey semi-detached dwelling is proposed.
6.3.1.1 - Residential	To support a complementary range of housing forms and tenures in all neighbourhoods.	The proposed semi-detached will complement the existing neighbour. The height will be similar to a single detached dwelling.
6.3.1.2	To promote compact neighbourhoods which encourage a balanced transportation system.	The proposed development is close to major roadways.
6.3.1.3	To promote residential redevelopment, infill and intensification initiatives in locations in accordance with this plan.	The proposed development will provide for infilling and intensification.
6.3.2.1 – Permitted Uses	Uses permitted in the Residential land use designation identified on Schedule D: Land Use include **Low Profile,** and Medium Profile dwelling units. High	The proposed development is considered low profile. As of right, a total of 6 residential dwelling units are permitted in an **existing** semi-

OP Policy #	Policy	Response
	Profile Residential Buildings shall be directed to locate in the City Centre, Mixed Use Centres and Mixed Use Corridors.	detached dwelling on any urban parcel of land. Only 5 units are proposed. A 2 storey semi-detached dwelling will maintain the same maximum height as a single detached dwelling, which makes it very compatible with the neighbourhood.
6.3.2.3 – Types of Low Profile Housing	For the purposes of this Plan, Low Profile housing development is further classified as follows: (a) small scale forms: single detached, **semi-detached**, duplex and row and multiplexes with up to 8 units; and (b) large scale forms: buildings with more than 8 units.	Semi-detached dwellings, which are considered small-scale, are permitted.
6.3.2.4 – Locational Criteria	Residential intensification shall be directed to the Mixed Use Nodes and areas in proximity to those Nodes. Within these areas Medium Profile buildings, up to four (4) storeys in height shall be permitted. These taller buildings shall be designed to provide a transition in height and massing from low-profile areas. **New residential development and intensification shall be located where:** (a) There is access to a collector or arterial road; (b) Full municipal physical services can be provided; (c) Adequate community services and open spaces are available or are planned; and (d) Public	The Site is close to major roadways, has access to full municipal services, is close to nearby amenities and is close to transit.

OP Policy #	Policy	Response
	transportation service can be provided.	
6.3.2.5 – Evaluation Criteria (existing neighbourhood)	At the time of submission, the proponent shall demonstrate to the satisfaction of the Municipality that a proposed residential development within an area having a Neighbourhood development pattern is: (a) feasible having regard to the other provisions of this Plan, provincial legislation, policies and appropriate guidelines and support studies for uses: (i) within or adjacent to any area identified on Schedule C: Development Constraint Areas and described in the Environment chapter of this Plan; (ii) adjacent to sources of nuisance, such as noise, odour, vibration and dust; (iii) within a site of potential or known contamination; (iv) where traffic generation and distribution is a provincial or municipal concern; and (v) adjacent to heritage resources. (b) in keeping with the goals, objectives and policies of any secondary plan or guideline plan affecting the surrounding area; (c) In existing neighbourhoods, compatible with the surrounding area in terms of scale, massing, height, siting, orientation, setbacks, parking and amenity areas. In Mature Neighbourhoods as shown on Schedule A-1, compatible with the surrounding area, as noted above, and consistent with the streetscape, architectural style	This PRR has evaluated the PPS in Section 5.1.1. There are no constraint areas that impact the Site. Support studies have been completed and summarized in Section 4.3 of this PRR. There are no adjacent nuisances. There is no known contamination. Traffic generation is not expected to have any significant impact. There are no heritage resource concerns on or near the Site. There are no secondary plans that impact the Site. The proposed development is compatible with the existing neighbourhood. **Existing** semi-detached dwellings are a permitted use. A **new** semi-detached dwelling is proposed. Minor relief from the RD1.3 is being requested. The Site is a large lot enough to accommodate the proposed development.

OP Policy #	Policy	Response
	and materials, landscape character and setback between the buildings and streets; (d) provided with adequate off street parking; (e) capable of being provided with full municipal physical services and emergency services; and (f) Facilitation a gradual transition from Low Profile residential development to Medium and/or High Profile development and vice versa, where appropriate, in accordance with Design Guidelines approved by Council.	The proposed building height will be similar to a single detached dwelling in height, massing and scale. The massing of the development has been carefully designed to emulate the scale of the existing structures and the surrounding context. The building will be oriented to face the roadway, similar to the existing built environment. Lot area and lot frontages in the area vary in size. The Site is capable of accommodating the proposed development in terms of scale, massing, height, and siting. The Site is not in a mature neighbourhood, as shown on Schedule A-1. Off-street parking is provided in private driveways. On-street parking is also available, if required. Amenity areas and landscaping will be provided (front and rear yards). Full municipal and emergency services are available in the area. No transition between uses is required as part of the building design.

OP Policy #	Policy	Response
7.0 - Infrastructure	The provision of proper infrastructure provides a safe, healthy and efficient living environment. In order to accommodate transportation and physical service needs in Windsor, Council is committed to ensuring that infrastructure is provided in a sustainable, orderly and coordinated fashion.	The proposed development is close to nearby transit, off a major roadway, and has access to full municipal services.
7.2.8.8 - Rail	Council shall evaluate a proposed development adjacent to a Rail Corridor, in accordance with the following: (a) All proponents of a new development within 300 metres of a rail corridor, may be required to complete a noise study to support the proposal, and if the need for mitigation measures is determined by such study, shall identify and recommend appropriate mitigation measures, in accordance with the Procedures chapter of this Plan; (b) All proponents of new development, located within 75 metres of a rail corridor, shall complete a vibration study to support the proposal, and if the need for mitigation measures is determined by such study, shall identify and recommend appropriate mitigation measures, in accordance with the Procedures chapter of this Plan; (c) All proponents of new development adjacent to a rail corridor will consult with the appropriate railway company prior to the finalization of any noise or vibration study	The Site is located within 300 m of a railway. There were no noise or vibration study requirements. There are other dwellings that create a buffer.

OP Policy #	Policy	Response
	required by this Plan; (d) All proponents of new development abutting a rail corridor shall incorporate appropriate safety measures such as setbacks, berms and security fencing to the satisfaction of the Municipality, in consultation with the relevant public agency and the appropriate railway company.	
9.3.4.1 – Heritage Resources	Council will protect heritage resources by: (a) Requiring that development or infrastructure undertakings on lands containing potential archaeological resources avoid the destruction or alteration of these resources in Schedule C-1 Archaeological Potential; or where this is not possible, requiring the proponent to mitigate the impact to archaeological resources through documentation and removal in advance of land disturbances, in accordance with the Ontario Heritage Act and the policies contained within the Windsor Archaeological Management Plan.	The required support studies have been completed and summarized in Section 4.3.1 of this PRR. Engagement was also included.

Therefore, the proposed development will conform with the purpose and intent of the City of Windsor OP.

5.1.3 Intensification Guidelines

The City of Windsor Intensification Guidelines were approved by Council in June 2022.

The objective of the guidelines is to provide direction for the design of future uses that respect the character of Windsor's neighbourhoods.

The Site is subject to the 'Residential' land use policies.

The following provides a summary of the key policy considerations of the Guidelines as they relate to the proposed development.

Policy #	Policy	Response
2.2 – General Guidelines for All Development	The intent for development within Windsor's Stable and Mature Neighbourhoods is to maintain the Low Profile built form character of the area and ensure a sensitive integration of new development, additions, or renovations to adjacent properties. Low Profile development in the Stable and Mature Neighbourhoods includes single-detached, **semi-detached,** duplex, townhouses, and apartments that are generally no greater than three (3) storeys in height.	The proposed development will fulfill the need for additional residential units in the area, while infilling an existing parcel of land in a built up area. The proposed development is considered a low profile development as it is proposed to have 2 storey (with basement) semi-detached dwelling constructed on the Site. The Site is suitable for the proposed development as it is large enough.
2.2.1 – Site Development	The relationship between buildings through placement on the lot is important to ensure a consistent neighbourhood 'feel' and to define and frame the street while imparting the sense of openness and enclosure.	The proposed development is consistent with the character of the neighbourhood. The existing zoning will be maintained to ensure a consistent building envelope.
2.2.2 – Development within Heritage Contexts	1.Locate and design buildings to respect and complement the scale, character, form, and siting of on-site and surrounding cultural heritage resources. 2. Ensure that conceptual design and massing of development or redevelopment projects are compatible with adjacent listed heritage buildings and/or sites. 3. New buildings located adjacent to built cultural	The proposed design will provide complementary scale, character, and local context. The conceptual building design has taken inspiration from the existing neighbourhood. High-quality materials and simplistic, timeless detail will be used.

Policy #	Policy	Response
	heritage resources will be compatible with existing historical building types, colours, and material palettes having regard for modern building designs, techniques, and materials.	The proposed design will be inspired by the palette of the neighbourhood, with attention to complementary material and colour tone selections. The final design will be subject to the building permit.
2.2.3 – Access & Parking	Garages and driveways should be located and sized based on the established pattern of the neighbourhood.	Access and parking will be located in the private driveways, located in front of the proposed semi-detached dwelling units. The location of driveways is similar in the existing area.
2.2.4 - Landscaping	The objectives of the Urban Design Guidelines with respect to landscape are to: • Maintain the green landscape character of the neighbourhood; • Plan for the urban canopy; • Screen views to rear yard parking; and, • Preserve mature trees.	Professional landscaping will be provided. A tree inventory was not required.
2.2.5 - Materials	The variety of building materials contributes to the interest along the street and to the varied architectural character of the neighbourhood.	The detail of treatment and materiality will be based on the inspiration of neighbouring aesthetics and style found in the immediate proximity of the Site.
2.3 – Modest Infill Development	The intent for development of single lot infill is to encourage compatible design that does not deviate substantially from an established pattern, without requiring an identical design, architectural style, or material palette for every dwelling or building in a neighbourhood. It is important that infill development integrates with the existing context and co-	The proposed development is compatible with the land uses in the surrounding area. The proposed development will help build on the existing character of the neighbourhood as a critically needed urban infill project. The proposed development is a modest infill.

Policy #	Policy	Response
	exists in harmony with no undue physical or functional adverse impact on existing or proposed development in the area.	
2.3.1 – General Guidelines	1.Infill development in the form of architecture for renovations and new construction shall: a. Ensure development is sensitively integrated with the existing context and character of the neighbourhoods identity. b. Preserve the variety of design, colour and construction materials within a range that enhances the character of the neighbourhood; and, c. Maintain compatible architectural character in the design of roofs, windows, doors, porches and signs.	The approach to this infill project was to provide new residential units for the community, within an existing parcel of land, while maintaining the urban fabric of the neighbourhood. The lot is large enough to accommodate the proposed development and is always intended for residential use. Infill housing projects offer numerous benefits, including reducing urban sprawl and revitalizing existing neighbourhoods. It is better to 'build up' than 'build out'.
	2. Ensure the architecture of a new dwelling is consistent with the architectural style and era in which its neighbourhood was built.	This proposed development achieves compatibility in height, massing, scale and setback, as well as architectural style, contributing positively to the maintenance and enhancement of the existing built up area.
	3. Design the architecture of an addition to be consistent with the original architecture of the existing dwelling.	Existing dwellings in the neighbourhood have been taken into consideration in the conceptual design of the proposed building. There will be appropriate building setbacks proposed.

Policy #	Policy	Response
		The final design of the semi-detached dwelling will be assessed as part of the building permit.
	4. On second-story additions and new two-story dwellings, maintain architectural continuity of materials and detailing around all sides of the dwelling, especially where the dwelling backs onto and is visible from adjacent streets or other public areas.	The proposed height has been considered as part of the overall design of the dwelling. The proposed building will be less than 9.0 m in height (2 storeys tall).
	5. Ensure solar access by designing a new dwelling or addition to not adversely affect the availability of daylight falling on neighbouring properties. Design the location, scale, and massing of an addition or new dwelling to have regard for the amount of shadow upon neighbours' rear yard areas.	The proposed development promotes compact form and low profile housing, increased density and enables the use of transportation options for residents. The building construction will follow best practices for Energy Efficiency, complying with the latest version of the OBC and SB-12.
2.3.2.1 – Building Design (Massing & Elevation Articulation)	The objectives of the Urban Design Guidelines in directing the relationship of the building elevation and entrance to the street are to: • Encourage a variety of architectural forms and styles that reflect the evolution of the neighbourhood while enhancing its character. • Promote "eyes on the street" and a strong presence of the main elevation on the street; • Ensure that the prominence of the front entrance is maintained and consistent with the surrounding neighbourhood; and, • Ensure the entrance remains the main	The massing is proposed to be appropriate for the Site and for the neighbourhood. There is visible pedestrian access from the street to the proposed development. There is a strong street presence as the proposed building will face the roadway.

Policy #	Policy	Response
	feature of the house and is oriented to and clearly visible from the street.	
	1. Design dwellings to have articulated elevations, especially those exposed to streets and open spaces. Articulated elevations might include changes in plane, projections, enhanced fenestration, highlighted entrances, complementary materials, among other architectural elements.	Conceptual elevations have been provided in order to illustrate how the proposed development will look at a pedestrian level. Every effort has been made to ensure the proposed development will blend well with the existing neighbourhood. The final design will be subject to the building permit.
	2. Design the building envelope, and individual architectural elements within the building, to reference the architectural treatment of buildings in the neighbourhood. The goal is not to replicate buildings of the neighbourhood, but to ensure new development relates to them by incorporating similarities in design language to promote compatibility. Massing and architectural elements to be considered include a. Similar building shape (square, rectangular, L-shaped, etc.); b. Roof lines with similar massing, pitches and articulation (gable, hipped, shed, flat, use of dormers, etc.); c. Similar principal building massing elements (bays, projections, first floor height, building height, entry features, etc.);	The proposed development is compatible with the surrounding land uses (land use, scale, massing, landscaping, etc.). The proposed height complies with the proposed RD1.3 zone requirement. Minor relief is being requested. There is also a variety of different lot frontages and lot areas in the neighbourhood.

Policy #	Policy	Response
	d. Similar architectural features (porches, stoops, chimneys, columns, frieze boards, etc.); e. Important datum lines (cornice, base courses, string courses, window alignment, bays, etc.); and, f. Similar proportions (bays, windows, garage, etc.).	
	3. Ensure the new building is generally consistent in height and massing with adjacent buildings along the streetscape.	Height and massing have been taken into consideration in the conceptual design of the proposed semi-detached dwelling.
	4. In Mature Neighbourhoods provide appropriate transitions in height to existing adjacent buildings and ensure no new building is more than 0.5 metres higher than the adjacent dwelling(s).	A front yard landscaped area will provide the character and charm of a contiguous pedestrian and green experience as a transition and buffer.
	5. Where possible, maintain the existing lot grading and the neighbourhood's characteristic first floor height.	The proposed semi-detached dwelling will have entrances on the main façade facing the roadway.
	6. Avoid mixing historic architectural elements with other architectural style elements.	The proposed design provides complementary scale, character, and local context, while being consistent in offering a unique solution.
	7. Contemporary designs may be considered provided they exhibit consistency with the massing and articulation guidelines in this section and are not located within a heritage context or adjacent to a heritage dwelling.	There are no heritage concerns on or surrounding the Site. The required support studies have been provided and summarized in Section 4.3 of this PRR.
2.3.2.2 Porches and Entry Features	1. Ensure the main entrance faces the street, with the door in a prominent position. The	There will be entrances facing Bridge Avenue, giving the

Policy #	Policy	Response
	front door should be clearly visible and approachable from the street. 2. Front porches are encouraged as features that increase the prominence of the front entrance. 3. To ensure porches and verandahs are useable they should be a minimum of 1.5 metres in depth. 4. Porches, stairs, canopies, and other entrance features may encroach into the required setbacks, a maximum of 1.5 metres. 5. Consider wrap around windows, porches and other architectural treatments for corner lot dwelling units. 6. Ensure steps from a front porch are not located closer than 1 metre from a property line. 7. Encourage weather protection elements at the main entrance and design to complement the overall design of the dwelling.	proposed development a strong street presence. Scale windows and entry provide an intended additional layering and porosity.

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

5.1.4 Zoning By-law

The City of Windsor Zoning By-law (ZBL) #8600 was passed by Council on July 8, 2002, and then a further Ontario Municipal Board (OMB) decision was issued on January 14, 2003.

A ZBL implements the PPS and the City OP by regulating the specific use of property and providing for its day-to-day administration.

The current zoning of the Site, subject to development, is Residential District 1.3 (RD1.3) category, as shown on Map 3 of the City of Windsor Zoning By-law #8600 (see Figures 4 – ZBL).

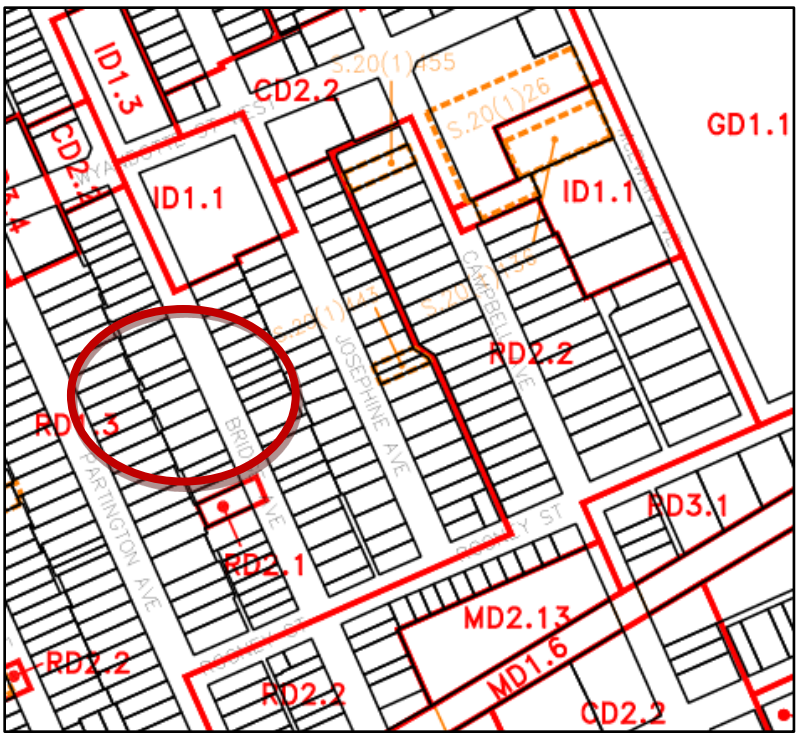


Figure 4 – ZBL

It is proposed to further amend the zoning to a site specific Residential District 1.3 (RD1.3 - S.20(1)(XXX)) category to permit the proposed development of a new semi-detached dwelling as an additional permitted use.

The proposed ADUs are as of right.

According to the ZBL, *SEMI-DETACHED DWELLING means one dwelling divided vertically into two dwelling units by a common interior wall having a minimum area above grade of 10.0 sq. m., and may include, where permitted by Section 5.99.80, up to two additional dwelling units.*

An ADDITIONAL DWELLING UNIT is a separate residential dwelling unit consisting of a separate access, kitchen, washroom, and living space that is located within a single detached, semi-detached, duplex dwelling, or rowhouse dwelling (i.e. the primary dwelling unit) or a building accessory to the primary dwelling unit located on the same lot.

A review of the RD1.3 zone provisions, as set out in Section 10.3 of the ZBL, is as follows:

Zone Regulations	Required RD1.3 Zone (Semi Detached Dwelling)	Proposed RD1.3 - S.20(1)(XXX) Zone	Compliance and/or Relief Requested with Justification
Permitted Uses	Existing Duplex Dwelling **Existing Semi-Detached Dwelling** One Single Unit Dwelling Any use accessory to the preceding uses	New semi-detached dwelling (total 2 residential dwelling units)	Subject to the ZBA. The Site is large enough to accommodate the proposed development. The RD1.3 zone is being obtained to ensure the proposed development is compatible with the neighbourhood, as the building envelopes will be similar to the current area zoning.
Additional Dwelling Units (Section 5.99.80.1)	For any zoning district that permits a single unit dwelling, **semi-detached dwelling**, duplex dwelling, or townhome dwelling, the following additional provisions shall apply: .1 Additional Permitted Uses **a) Two additional dwelling units shall be permitted on a parcel of urban residential land.** This may be either: i. Two additional dwelling units within the primary dwelling unit located in the main building, or ii. One additional dwelling unit in the	3 additional dwelling units (1 on one side and 2 on the other side of the semi-detached dwelling) total of 5 residential dwelling units	Complies Permitted as of right. The semi-detached dwelling will be severed along the common wall and divided into two separate lots.

Zone Regulations	Required RD1.3 Zone (Semi Detached Dwelling)	Proposed RD1.3 - S.20(1)(XXX) Zone	Compliance and/or Relief Requested with Justification
	primary dwelling unit located in the main building and one additional dwelling unit in a building accessory to said dwelling.		
Second Units / Additional Dwelling Units 5.99.80.5 c) 4	A maximum of one additional pedestrian entrance for each single detached dwelling, semi-detached dwelling unit, duplex dwelling, or townhouse dwelling unit may be permitted on each street line façade.	2 entrances per semi-detached dwelling are proposed.	Complies
Lot Width – minimum	15.0 m	13.1 m	Relief required. A difference of 1.9 m is requested. Appropriate setbacks will be provided.
Lot Area – minimum	450.0 m2	429.60 m2	Relief required. A difference of 20.4 m2 is requested. Relief is considered minor. Appropriate setbacks will be provided.
Lot Coverage – maximum	45.0%	46.78% (say 47%)	Relief required. A difference of 2 % is requested.

Zone Regulations	Required RD1.3 Zone (Semi Detached Dwelling)	Proposed RD1.3 - S.20(1)(XXX) Zone	Compliance and/or Relief Requested with Justification
			Relief is considered minor. Appropriate setbacks will be provided.
Main Building Height - maximum	9.0 m	8.2 m 2-storey (measured to the mid point of the roof)	Complies
Front Yard Depth – minimum	6.0 m	7.5 m	Complies Decks are permitted to encroach into the front yard.
Reduction in Required Front Yard Depth 5.65.1.1	Where a vacant interior lot abuts lots on which dwellings have setbacks from the front lot line of a lesser depth than that required by this by-law, the setback from the front lot line for any dwelling to be erected on the said vacant interior lot is equal to the average of the setbacks from the front lot line of the dwellings on the abutting lots **3.38 m (survey on record)**	7.5 m	Relief requested. Relief will allow for the on-site parking.
Rear Yard Depth – minimum	7.50 m	6.8 m / 8.3 m	Relief required. The request is due to the irregular shape of the lot.

Zone Regulations	Required RD1.3 Zone (Semi Detached Dwelling)	Proposed RD1.3 - S.20(1)(XXX) Zone	Compliance and/or Relief Requested with Justification
			Relief is required for only half of the rear yard.
Side Yard Width – minimum	1.20 m	North side – 1.2 m South side – 1.2 m	Complies
Gross Floor Area – Main Building – maximum	400 m2	421.74 m2	Relief is required. Relief is considered minor and will allow the basement to be used. Relief will allow each unit to have 2 bedrooms. *GROSS FLOOR AREA – MAIN BUILDING means the **total combined floor area** in square metres of the main building on a lot, excluding the cellar of any building, measured from the outside face of the exterior walls of the main building.*
Dwelling – Semi-Detached & Townhomes - Additional Provisions (Section 5.23.1)	For a dwelling unit in a semi-detached dwelling or in a townhome dwelling, a **door that opens to the rear yard** shall be located a minimum of 1.20 m from the centreline of the common wall between the dwelling units.	N/A – no door that opens to the rear yard.	Complies

Zone Regulations	Required RD1.3 Zone (Semi Detached Dwelling)	Proposed RD1.3 - S.20(1)(XXX) Zone	Compliance and/or Relief Requested with Justification
Dwelling – Semi-Detached & Townhomes - Additional Provisions (Section 5.23.5)	When a lot on which a semi-detached dwelling or townhome dwelling has been erected and is subsequently severed by a common interior lot line that separates the dwelling units, for each dwelling unit the following additional provisions shall apply: 1 Lot Width – minimum – equal to the width of the dwelling unit plus any exterior side yard **as existing at the time of the lot severance** 2 Lot Area – minimum – **as existing at the time of the lot severance** 3 Lot Coverage – Total – maximum – 50% of lot area 7 An interior side yard shall not be required along the common interior lot line for that part of	TBD	Complies

Zone Regulations	Required RD1.3 Zone (Semi Detached Dwelling)	Proposed RD1.3 - S.20(1)(XXX) Zone	Compliance and/or Relief Requested with Justification
	the dwelling unit lawfully existing at the time of the lot severance		
Parking Requirements Table 24.20.5.1 - minimum	Semi-detached - 1 for each dwelling unit = 2 ADU – exempt **TOTAL = 2**	2 (1 each lot)	Complies
Front Yard Paving and Surfacing Residential Districts (Section 24.28.1.3)	For a single unit dwelling, semi-detached dwelling, duplex dwelling or townhome dwelling unit, the total area of the required front yard occupied by a hard surface for the purpose of a walkway, driveway, access area or a parking space or any combination thereof cannot exceed: .1 .2 for a lot having a width of 9 m or greater: 50% of the required front yard area; or for a lot having a width of less than 9 m: **50% of the required front** yard area plus 5% for each 1 metre decrease in lot width below 9 m to a	50.48%	Complies Front Yard Paving is calculated in the required front yard only (first 6.0m).

Zone Regulations	Required RD1.3 Zone (Semi Detached Dwelling)	Proposed RD1.3 - S.20(1)(XXX) Zone	Compliance and/or Relief Requested with Justification
	maximum of 70% of the required front yard area.		

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

Further, the proposed development will comply with all zone provisions set out in the RD1.3 Zone except for the following, which require site-specific relief:

1. *Decrease the minimum lot width from 15.0 m to 13.1 m,*
2. *Decrease the minimum lot area from 450.0 m2 to 429.60 m2,*
3. *Increase the maximum lot coverage from 45.0 % to 47 %,*
4. *Increase the minimum front yard depth (average) from 3.38 m to 7.5 m,*
5. *Decrease the minimum rear yard depth from 7.50 m to 6.8 m, and*
6. *Increase the maximum gross floor area of the main building from 400 m2 to 421.74 m2.*

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,
- The Site will be able to accommodate municipal water, storm and sewer,
- There are no anticipated traffic, noise or parking concerns, and
- The location of the proposed development is appropriate.

6.1.2 Compatibility of Design

The proposed development will be limited to a 2 storey, low profile building, which is a compatible density for the Site and with the surrounding area.

The proposed residential use will provide a new housing choice in an existing built-up area.

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

A total of 6 units would be permitted in the form of an **existing** semi-detached dwelling with additional dwelling units (ADUs) as of right.

Only 5 units are proposed.

Parking (on site), amenity areas, and landscaping will be provided.

6.1.3 Good Planning

The proposal represents good planning as it addresses the need for the development of a parcel of land, which contributes to affordability and intensification requirements.

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

The existing zoning will be maintained to ensure a consistent building envelope.

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 sustain 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 located within the existing settlement area and presents an ideal infill 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 residential 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 C – CONSULTATION

CANADA POST – BRUNO DESANDO
Canada Post has no comments for the attached application.

TRANSIT WINDSOR – JASON SCOTT
Transit Windsor has no objections to this development. The closest existing transit route to this property is with the Crosstown 2. The Crosstown 2 has an existing weekday peak frequency of 10 minutes. The Crosstown 2 will be replaced by a new primary route known as Route 100 as part of Transit Windsor's City Council approved 2023 Service Plan. Route 100 will have a peak weekday frequency of 10 minutes. Route 100 will be implemented in conjunction with the completion of Transit Windsor's new east end terminal, which is expected to be completed in 2026. The closest existing bus stop to this property is located on Wyandotte at Bridge southeast corner. This bus stop is approximately 160 metres from this development falling within Transit Windsor's walking distance guidelines of 400 metres to a bus stop. This will be maintained with Route 100 and Transit Windsor's City Council approved Transit Master Plan.

DEVELOPMENT ENGINEERING – SHANNON MILLS
Development Engineering has no objection to this rezoning application.

TRANSPORTATION PLANNING – AASHVI SARVAIYA
- 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.
  - Any redundant or unused accesses must be removed and the curb, sidewalk, and boulevard must be restored to City standards.
- 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 Aashvi Sarvaiya, of this department at tda@citywindsor.ca.

HERITAGE PLANNING – KRISTINA TANG

Built Heritage

There is no apparent built heritage concern with this property.

Archaeology

Archaeological Assessment Reports Entitled “ORIGINAL 06 NOVEMBER 2025 STAGE 1 ARCHAEOLOGICAL PROPERTY ASSESSMENT 687 Bridge Avenue, Lot 68, Concession 1 Petite Cote (Geographic Township of Sandwich, County of Essex), City of Windsor, (AMICK Corporate Project #2025-870/MCM File #P038-1618-2025) ", Dated Nov 6, 2025, Filed with MCM on N/A, MCM Project Information Form Number P038-1618-2025, MCM File Number 0024466”, and “"ORIGINAL 26 JANUARY 2026 STAGE 2 ARCHAEOLOGICAL PROPERTY ASSESSMENT 687 Bridge Avenue, Lot 68, Concession 1 Petite Cote (Geographic Township of Sandwich, County of Essex), City of Windsor (AMICK Corporate Project #2025-877/MCM File #P038-1623-2025) ", Dated Jan 26, 2026, Filed with MCM on Jan 27, 2026, MCM Project Information Form Number P038-1623-2025, MCM File Number 0024466” have been entered into the Ontario Public Register of Archaeological Reports. Although the reports recommend that no further archaeological assessment of the property is recommended, the applicant is still to note the following archaeological precautions.

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, ktang@citywindsor.ca, planningdept@citywindsor.ca
Windsor Manager of Culture and Events (A):
Michelle Staadegaard, (O) 519-253-2300x2726, (C) 519-816-0711, mstaadegaard@citywindsor.ca
Ontario Ministry of Citizenship and Multiculturalism
Archaeology Programs Unit, 1-416-212-8886, Archaeology@ontario.ca
Windsor Police: 911
Ontario Ministry of 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

ZONING COORDINATOR – STEFAN PAVLICA
Below is the zoning review summary for the *above-mentioned property*; circulated on March 30th, 2026:

- **Current Zoning Designation**: Residential District 1.3 (RD1.3)
- **Proposed Zoning Designation**: Residential District 1.3 (RD1.3)x(*X*)

- **Existing Use [as per historical Building Permit(s) / Planning Act Applications(s)]**:
  - *Single Unit Dwelling*

- **Proposed Use**:
  - *Semi-Detached Dwelling* w/ two (2) additional *dwelling units* in the *main building* in one-half; and one (1) additional *dwelling unit* in the *main building* in the second-half

- **Section 5 – General Provisions**:
  - COMPLIES

- **Section [10.3.5] – Residential District 1.3 (Semi-Detached Dwelling provisions below)**:

  - Minimum Lot Width [10.3.5.1]:
    - 15.0m (Required)
    - 13.1m (Provided)
  - Minimum Lot Area [10.3.5.2]:
    - 450.0m2 (Required)
    - 429.6m2 (Provided)
  - Maximum Lot Coverage [10.3.5.3]:
    - 45.0% (Required)
    - 46.8% (Provided)
  - Maximum Main Building Height [10.3.5.4]:
    - 9.0m (Required)
    - 8.1m (Provided)
  - Minimum Front Yard Depth [10.3.5.5]:
    - 6.0m (Required)
    - 7.5m (Provided)
  - Minimum Rear Yard Depth [10.3.5.6]:
    - 7.50m (Required)
    - 6.77m (Provided)
  - Minimum Side Yard Depth [10.3.5.7]:
    - 1.20m (Required)
    - 1.20m (Provided)
  - Maximum Gross Floor Area – Main Building [10.3.5.10]:
    - 400m2 (Required)
    - 425m2 (Provided)

- **Section 20 – Site Specific Zoning Exemptions**:
  - NOT APPLICABLE

- **Section 24 – Parking, Loading, and Stacking Provisions**:
    - COMPLIES

- **Section 25 – Parking Area Regulations**:
    - NOT APPLICABLE

RIGHT-OF-WAY – MARK SCHAFFHAUSER

Required Drawing Revisions:

1. Sewer Connections – All existing and proposed storm, sanitary and water services must be identified on the drawings, as well as the associated mainline sewers/water mains.
    - Modify drawings to include all sewer connections and water services.
    - Identify any redundant connections to be abandoned in accordance with Engineering Best Practice BP1.3.3.

Right-of-Way Permit Requirements

CCTV Sewer Inspection – The owner(s) 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(s) 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

If you have any further questions or concerns, please contact Lea Marshall, of this department at lmarshall@citywindsor.ca

FORESTRY – AVERIL PARENT

There are City owned trees adjacent to the subject property. City Trees are protected from damages and removal under City by-law 135-2004 and 131-2019. The Applicant will be required to consult with Forestry on the protection of all City trees which may be impacted by the development. If the trees are not to be preserved or cannot be adequately protected through the development process a request must be made that specific trees be removed.

Contact:
Marc Edwards
Supervisor, Parks Forestry
medwards@citywindsor.ca

There are private trees on the property that may be impacted by the development. The applicant is strongly encouraged to attempt to preserve existing privately owned trees on the subject site. If trees within the subject site are to be removed for development, it is strongly encouraged to plant replacement native trees for their various environmental benefits at a like-for-like trunk caliper size ratio (cumulative d.b.h.).

ENWIN
Hydro Engineering: Nillavon Balachandran
No objection.

Prior to working in these areas, we suggest notifying your contractor and referring to the Occupational Health and Safety Act and Regulations for Construction Projects to confirm clearance requirements during construction and demolition. Also, we suggest referring to the Ontario Building Code for required clearances for New Building Construction.

Water Engineering: Bruce Ogg
ENWIN Water has no objections.

Subject: Zoning By-Law Amendment Z 008-26 (ZNG-7368) 825 Cabana Rd East - Ward 9

Reference:

Date to Council: June 1, 2026
Author: Averil Parent
Planner II - Development Review
519-255-6543 x6397
aparent@citywindsor.ca
Planning & Building Services
Report Date: 4/8/2026
Clerk's File #: Z/15146

To: Mayor and Members of City Council

Recommendation:

I. THAT the application of 1000593576 Ontario Inc. to amend Zoning Bylaw 8600 by adding a zoning exception to allow for the creation of a lot with a reduced minimum lot width, lot area, and rear yard depth as well as increased hard surface area within a front yard at 825 Cabana Road East to facilitate the construction of a new Single Unit Dwelling **BE DENIED** due to not being in full conformity with the policy direction of the City of Windsor Official Plan.

Executive Summary:

N/A

Background:

Application Information:

Municipal Address: 825 Cabana Road East

Roll Number: 070-110-00600

Ward: 9 **Planning District:** Roseland **Zoning District Map**: 13

Applicant/Agent: RJ Planner (Rita Jabbour)

Owner: 1000593576 Ontario Inc.

Proposal:

The applicant is proposing to facilitate a future severance of the parcel into two lots. A new single unit dwelling with one additional dwelling unit is proposed on the severed lot. Two parking spaces are proposed on the severed lot. There is an existing single unit dwelling on the parcel that will remain on the proposed retained lot. Two new parking spaces are proposed on the retained lot. The parcel is irregularly shaped and has a lot

area of 1,479.31m^2 and a frontage of 29m along Cabana Road East. The proposed retained lot would have a lot width of 17.45m, a depth of 71m and a lot area of 1,181.7m^2. The proposed severed lot would have a lot width of 9.48m, a depth of 31.19m and a lot area of 297.6m^2.

Requested Amendment: A site-specific amendment to the existing Residential District 1.4 (RD1.4) zoning to allow for the creation of a new lot. Site-specific provisions include the following for the severed lot: reduced minimum lot width (from 18m to 9.48m), reduced minimum lot area (from 540m^2 to 297.6m^2), increased maximum hardscape area (from 50% to 53%) and reduced minimum rear yard depth (from 7.5m to 6.34m), and reduced minimum lot width (from 18m to 17.45m) for the retained lot.

The applicant was advised through the Planning Consultation process that the requested zoning by-law amendment and future consent are not considered viable.

Submission Documents: Application for Zoning By-law Amendment, Conceptual site plan/elevation drawings/floor plans (Appendix A), Planning Rational Report (PRR, see Appendix B), Tree Inventory Plan as well as ownership information. All documents with the exception of ownership information are available on the City's website.

The development as proposed is not subject to Site Plan Control. All plans, elevations and renderings are conceptual and subject to change.

Site Information:

OFFICIAL PLAN	ZONING	CURRENT USE	PREVIOUS USE
Residential	Residential District 1.4 (RD1.4)	Residential	N/A
LOT WIDTH	**LOT DEPTH**	**LOT AREA**	**LOT SHAPE**
29 m	71 m and 31.19 m	1,479.31 m^2	Irregular
All measurements are provided by the agent and are approximate.			

Neighbourhood:

The subject parcel is located within the Roseland Planning District, in a residential area along a Class II Arterial Road (Cabana Road East) consisting of low profile dwellings with some commercial, institutional and open space uses nearby. Within 200m of the property, the surrounding area consists exclusively of low profile residential dwellings, namely single unit or semi-detached dwellings. See the PRR (Appendix B) for site images.

Low profile single unit residential dwellings continue south of the property, and to the east until the CNR railway line and subsequent commercial uses along Provincial Road. On the North side of Cabana Road East there are semi-detached dwellings, single unit dwellings and Patrick Maguire Park. West of the property is further low profile residential dwellings, along with Roseland Public School.

Cabana Road East is classified as a Class II Arterial Road as per Official Plan *Schedule F: Roads and Bikeways.* This section of Cabana Road has two lanes of traffic in each direction, as well as sidewalks and bike lanes on each side. Hydro poles with street lights are present on both sides of the street. Sanitary and storm sewers as well as a watermain are available within the Cabana Road East right-of-way.

The closest existing transit route to this property is with Route 240. Route 240 has an existing weekday peak frequency of 30 minutes. The closest existing bus stop to this property is located on Provincial at Cabana northwest corner. This bus stop is approximately 400 metres from this property meeting Transit Windsor's walking distance guidelines of 400 metres to a bus stop. Transit Windsor's City Council approved Transit Master Plan does have a new secondary and local route being introduced into this area that would provide direct service to this development. Both of these routes would be subject to City Council budget approval for implementation.

Public Open House:

An Open House was held on August 20th, 2025 at the Capri Pizzeria Recreation Complex where members of the public could attend either in person or online. Notification of this meeting was distributed to residents and property owners within 200m of the subject site. In addition to the Applicant and City Staff, 5 residents attended the open house.

Concerns raised at the open house included the increased density in the area, potential impacts on existing flooding issues at the site, how the proposed development will look and how it will be buffered from the neighbouring property at 815 Cabana Road East. In addition, residents as well as administration were concerned about the size of the proposed new lot. Details of the Open House are summarized in Section 4.0 of the PRR.

Anticipated Change Based on Proposal:

EXISTING CONDITIONS / PERMISSIONS	PROPOSED	CHANGE	STUDY / REPORT SUBMITTED
Land Use			
One parcel, One Single Unit Dwelling (potential for 3 units max)	Two parcels, Single Unit Dwelling on the retained lot, Single Unit Dwelling with ADU on the severed lot (potential for 6 units max)	Additional Single Unit Dwelling with ADU on a proposed new lot	**YES** (Planning Rationale Report)
Lot Width			
Lot Width: 18m	9.48m Severed 17.45m Retained	47% decrease 4% decrease	**YES** (Planning Rationale Report)
Lot Area			
Lot Area: 540m^2	297.6m^2 Severed 1,181.7m^2 Retained	45% decrease No provision required	**YES** (Planning Rationale Report)
Transportation			
Residential	Residential	No significant change in vehicle trips	**NO** (Transportation Impact Study not required)
Parking			
1 space per dwelling unit 1 space per first ADU	1 space per dwelling unit 1 space per first ADU	Parking requirement is satisfied.	**NO**
Sanitary Sewer			
Residential	Residential	No significant change in sanitary use.	**NO**
Stormwater Management			
Residential	Residential	Drainage requirements fulfilled at building permit.	**NO**

Figure 1: Key Map

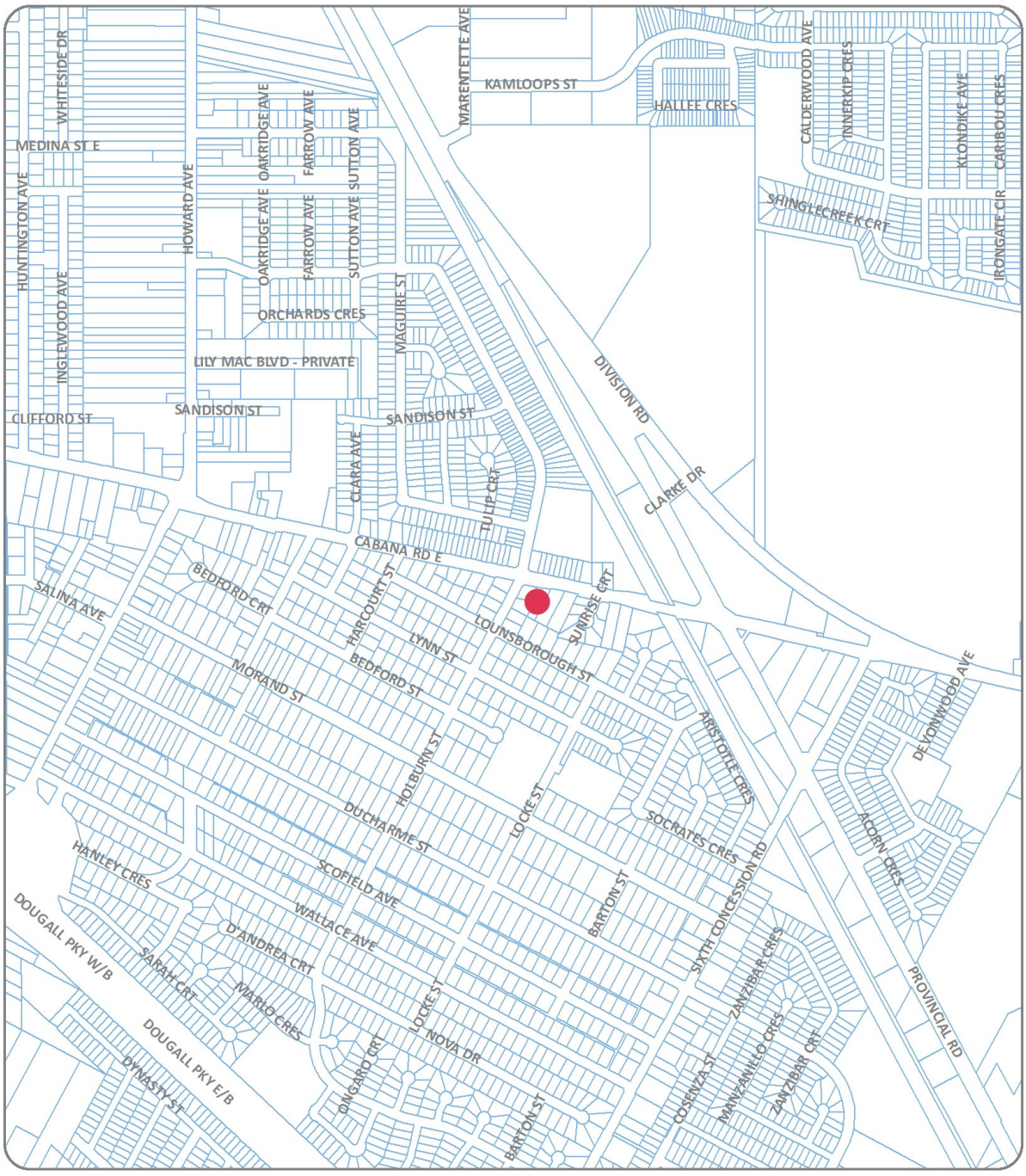


Figure 2: Neighbourhood Map

NEIGHBOURHOOD MAP - Z-008/26, ZNG/7368

SUBJECT LANDS

Figure 3: Rezoning

Discussion:

Planning Rationale Report (RJ Planner. – March 22nd, 2026)

Planning and Development Services does not concur with the overall analysis completed in the Planning Rationale Report (PRR) submitted by the applicant and attached as Appendix B. The PRR concludes that "*the application conforms with the City of Windsor Official Plan and is an excellent example of residential intensification through redevelopment of an underutilized residential site in a fully serviced Settlement Area."* Administration does not support this proposal as it would result in an undersized lot that does not conform with the Official Plan.

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.

Policies in section 2.2 and 2.3.1 in the PPS speak to residential intensification and redevelopment to support the achievement of complete communities. Municipalities shall provide for an appropriate range and mix of housing options and densities that maximize land efficiency, infrastructure capacity and support the use of public transit and active transportation.

Section 5.2 of the PRR provides a summary of the key policy considerations of the PPS as it relates to the proposed development. The Planning department generally concurs that the site is suitable for redevelopment, defined in the PPS to include the creation of new units, uses or lots on previously developed land in existing communities. The PRR concludes that the proposed zoning by-law amendment is consistent with the PPS. Planning generally concurs with this section of the PRR, however notes that the proposed creation of a single undersized lot on the existing 0.15 hectare parcel does not meaningfully advance the broader goals of the PPS to use land efficiently and optimize the use of existing and planned infrastructure and public service facilities.

City of Windsor Official Plan

The PPS states that, *"Municipal official plans are the most important vehicle for implementation of the Provincial Planning Statement and for achieving comprehensive, integrated and long-term planning."* The subject parcel has a Residential land use designation in *Schedule D – Land Use Plan* and is located on a Class II Arterial Road (Cabana Road East) in *Schedule F – Roads and Bikeways* in Volume 1 of the City of Windsor Official Plan.

Section 5.3 of the PRR provides a summary of the key policy considerations of the Official Plan (OP) as it relates to the proposed development. The Planning Department concurs that the proposal generally complies with policies in Chapter 6 – Land Use, including the Evaluation Criteria for a Neighbourhood Development Pattern (Policy 6.3.2.5) with the exception of the following criterion:

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

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

The significantly reduced size of the proposed severed lot makes it difficult to address all of the criteria in Section 6.3.2.5 within a neighbourhood where the existing lots are much larger than required by the RD1.4 zoning.

The Planning Department does not support the conclusions of the PRR with respect to infill development policies in Chapter 8 – Urban Design of the OP. The significantly reduced size of the proposed severed lot makes it difficult to have regard for all of criteria in Section 8.7.2.3, in particular the lot size, building area to site area ratios; as well as the pattern, scale and character of existing development:

8.7.2.3 *Council will ensure that proposed development within an established neighbourhood is designed to function as an integral and complementary part of that area's existing development pattern by having regard for:*

(e) lot size;

(g) building area to site area ratios;

(h) the pattern, scale and character of existing development

An analysis of lot size within the vicinity of the subject parcel was completed by the agent. As per the direction in the *City of Windsor Intensification Guidelines*, an area within 150m of the subject site was analysed. The area to the North of Cabana Road East was not included in the analysis, as the predominant use is semi-detached dwellings that have a distinctly different character than the south side of the road. As stated in the PRR *"lots within the vicinity have varying lot width, lot areas and lot patterns but generally not less than 18m and 540 m^2 in lot width and lot area respectively"*. In fact, with the exception of one property on Sunrise Court that has a reduced lot width as a result of a land conveyance along Cabana Road East, all lots in the surrounding area comply with the Residential District 1.4 (RD1.4) provisions for minimum lot width and area. Lot widths in the surrounding area range from approximately 16 m to 32 m with an average width of 24 m. Lot areas range from approximately 547 m^2 to 2,365 m^2, with an average area of 1,021 m^2. In contrast, the proposed severed lot would have a width of 9.48 m and an area of 297.6 m^2, which is substantially smaller than the existing residential properties in the vicinity. As such the proposed development does not have appropriate regard for the lot sizes within the surrounding area.

An analysis of the lot coverage within the vicinity of the subject parcel was completed by administration. Lot coverage, as defined by the Zoning Bylaw, is the percentage of lot area covered by all buildings at grade. The results indicate that lot coverage in the surrounding area predominantly ranges between 15% and 30%, with an average of approximately 23%. In comparison, the proposed undersized lot may not adequately respect established building area to site area ratios within the neighbourhood.

Planning and Development Services disagrees with the following statement provided within this section of the PRR, "…*the proposed dwelling is expected to maintain all character giving elements of the area through its built form...".* Windsor's Intensification Guidelines provide a framework and practical suggestions for meeting the applicable OP policies with respect to matters such as site orientation (section 2.2.1), access and parking (section 2.2.3), and landscaping (Section 2.2.4). The significantly reduced size of the proposed severed lot makes it difficult to maintain all of the character defining elements of the surrounding area (e.g. use of front yard parking vs. garage or side/rear yard parking, percentage of front yard paving, and front yard setback).

Creating an additional lot on the subject property will require an additional access onto a Class II Arterial Road (Cabana Road East). OP Policy 7.2.6.5 discourages direct property access is onto Class II Arterial Roads where other alternatives exist:

7.2.6.5 *Council will provide for Class II Arterial Roads as follows:*

(vii) Direct property access will be discouraged where other alternatives exist. Where direct property access is required, the use of shared driveways and interconnected on-site circulation systems with adjacent properties may be required to limit the number and spacing of driveways, and where appropriate the City may require support studies and additional information to demonstrate the need for additional access.

There are a number of alternative development concepts that would achieve the objective of intensifying the subject lands without creating an additional access onto Cabana Road East. The dwellings located directly north of the subject lands were developed in the mid-1990s prior to the approval of the current Official Plan and under a different Zoning By-law. At the time of construction, Cabana Road East was a two-lane road with rural cross section and no cycling infrastructure. Given the currently policy framework and road design, Administration would not recommend replicating development on the north side of Cabana within the vicinity of the subject lands.

The agent concludes their analysis by stating "*that the ZBA and Consent conforms with the City of Windsor Official Plan".* Planning and Development Services disagrees with the overall conclusion in the PRR and does not agree that the proposed amendment to Zoning By-law 8600 and subsequent severance of the parcel conforms to the overall policy direction of the OP.

The applicant has been made aware that intensification of the site through means that are consistent with the Official Plan may be supported (e.g. additional dwelling units and/or two equal sized lots with a shared access to Cabana).

Zoning By-Law 8600

The subject land is zoned Residential District 1.4 (RD1.4) which permits a single unit dwelling, and existing duplex dwelling and an existing semi-detached dwelling. The applicant is requesting a rezoning to facilitate a future severance of the parcel into two lots. Site-specific provisions include the following for the severed lot: reduced minimum lot width (from 18m to 9.48m), reduced minimum lot area (from 540m^2 to 297.6m^2), increased maximum hardscape area (from 50% to 53%) and reduced minimum rear

yard depth (from 7.5m to 6.34m), and reduced minimum lot width (from 18m to 17.45m) for the retained lot.

The applicant has submitted a Planning Rationale Report (PRR) in support of the requested amendment. As previously mentioned, the PRR has been considered and is not fully supported by the Planning Department. Given the size of the subject lands (i.e. lot width of 29 metres and lot area of 0.15 hectares) the applicant has not sufficiently justified the requested zoning by-law amendment providing relief from the minimum provisions of the by-law.

Subsection 24 (1) of the Planning Act, R.S.O. 1990, c. P.13. prohibits a by-law from being passed that does not conform to the Official Plan. As discussed through the Official Plan section, the proposed amendment does not conform to the applicable policies of the Official Plan.

Site Plan Control

The proposed development is not subject to Site Plan Control.

Risk Analysis:

N/A

Climate Change Risks

Climate Change Mitigation:

The subject land is located within an existing neighbourhood containing existing municipal services. 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 would provide a compact form of housing, redevelopment, and intensification that is near existing and future transit and active transportation options.

Financial Matters:

N/A

Consultations:

Comments received from municipal departments and external agencies are attached as Appendix C. 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.

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 my opinion that the requested amendment to Zoning By-law 8600 is consistent with the PPS 2024, however it does not conform with all of the applicable Official Plan policies and does not constitute good planning.

Planning Act Matters:

Averil Parent
Planner II – Development Review

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

Greg Atkinson, MCIP, RPP
Deputy City Planner - Development

Neil Robertson, MCIP, RPP
City Planner

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

JP RM

Approvals:

Name	Title
Averil Parent	Planner II – Development Review (A)
Greg Atkinson	Deputy City Planner - Development
Aaron Farough	Senior Legal Counsel, Legal and Real Estate
Neil Robertson	City Planner
Jelena Payne	Deputy CAO/Commissioner, Economic Development
Ray Mensour	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

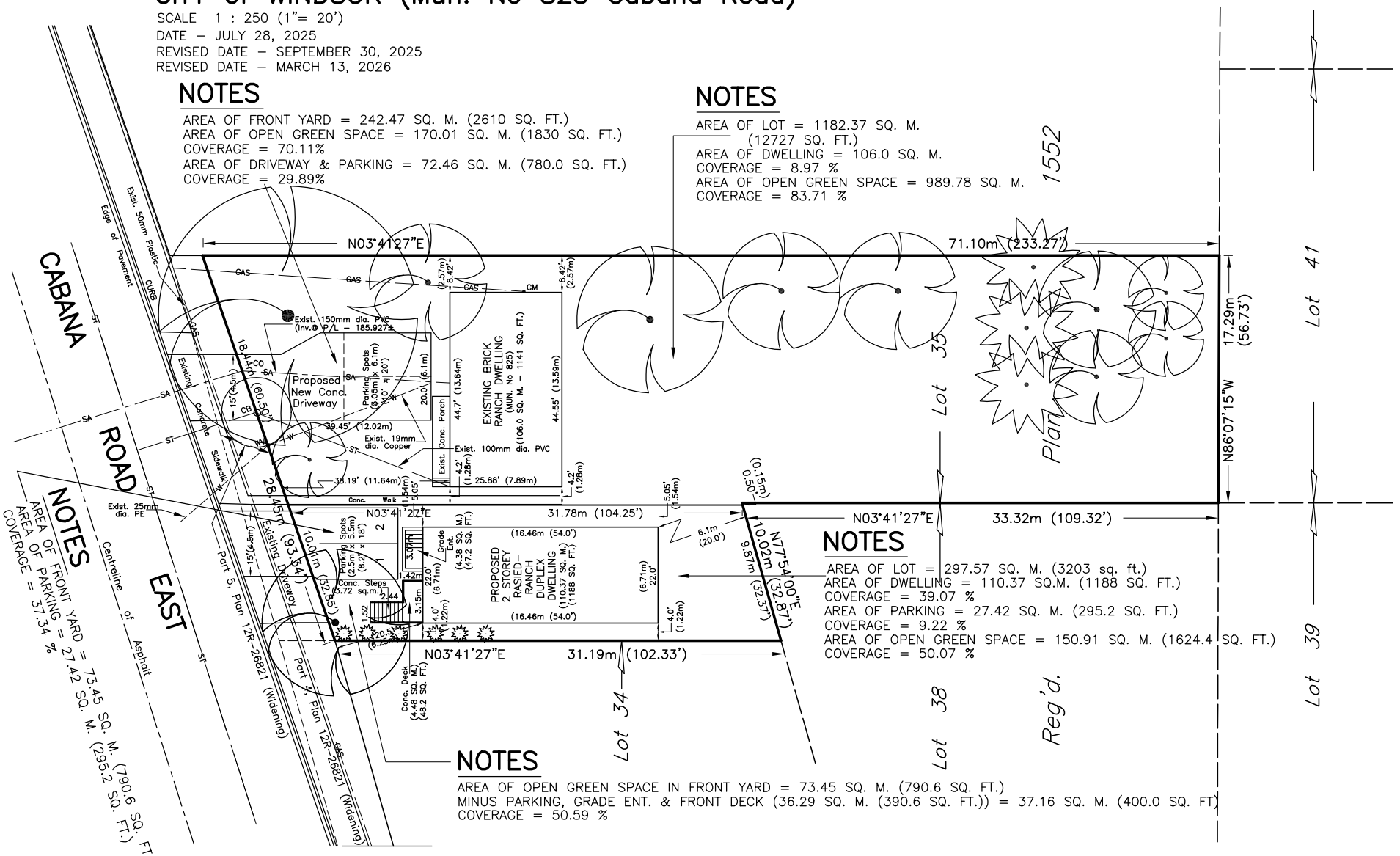
Appendix A – Conceptual Site and Floor Plans
Appendix B – Planning Rational Report
Appendix C – Consultations

SITE PLAN on part of LOT 35, REG'D. PLAN 1552

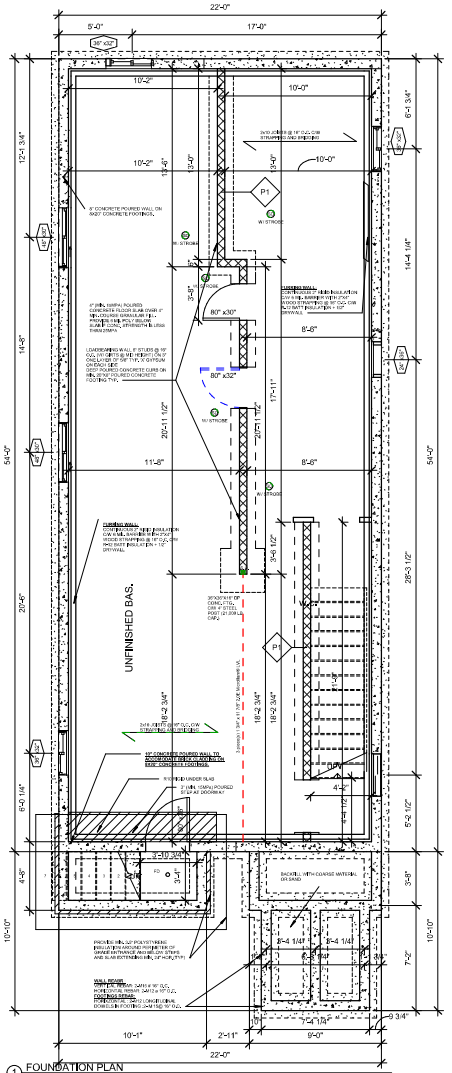
IN THE

CITY of WINDSOR (Mun. No 825 Cabana Road)

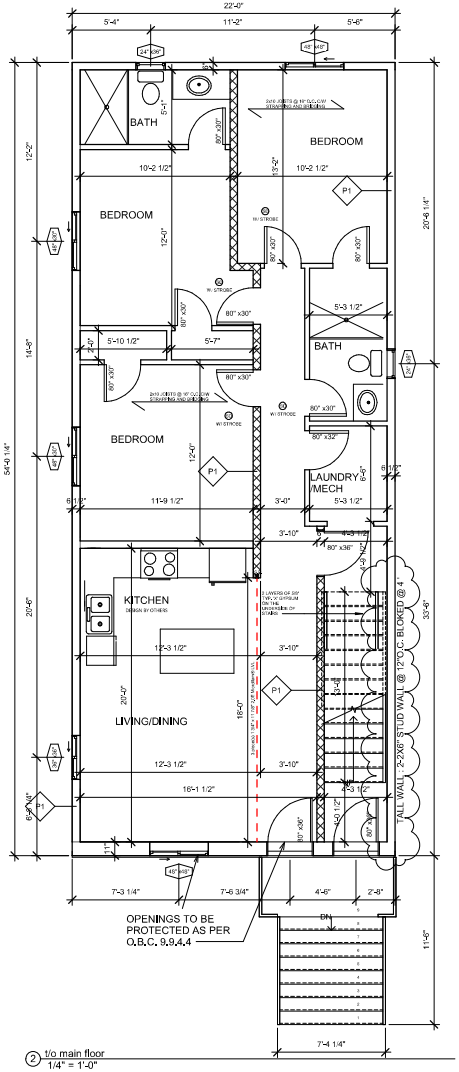
SCALE 1 : 250 (1"= 20')
DATE – JULY 28, 2025
REVISED DATE – SEPTEMBER 30, 2025
REVISED DATE – MARCH 13, 2026



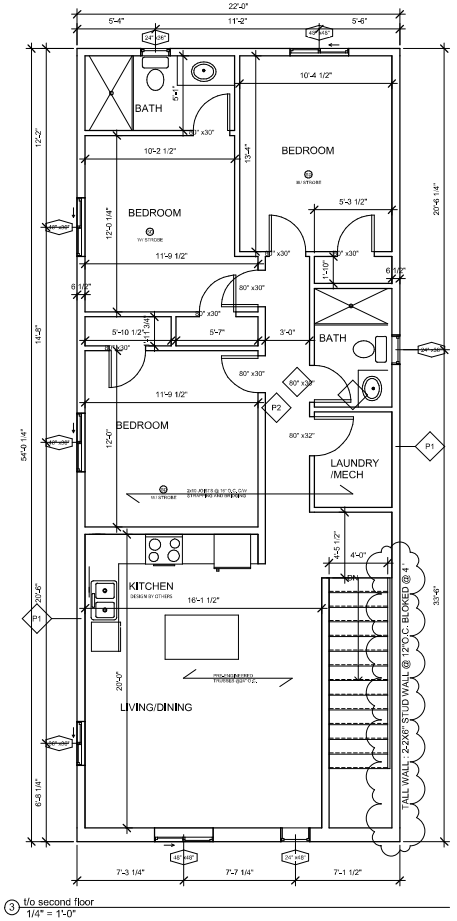
Development & Heritage Standing Committee Meeting Agenda - Monday, June 1, 2026
Page 134 of 411



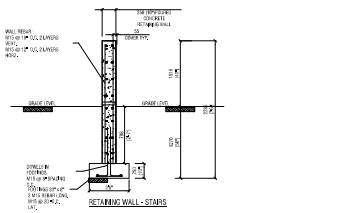
1 FOUNDATION PLAN
1/4" = 1'-0"



2 t/o main floor
1/4" = 1'-0"



3 t/o second floor
1/4" = 1'-0"



WOOD LINTEL SCHEDULE (INTERIOR)			
LINTEL SIZE	MAX. SPAN		
	ROOF + CEILING ONLY	ROOF + CEILING AND 1 STOREY	ROOF + CEILING AND 2 STOREY
2- 2"x1"	3'-0"	2'-0"	2'-1"
2- 2"x6"	4'-0"	3'-0"	2'-10"
2- 2"x8"	5'-4"	3'-11"	3'-3"
2- 2"x10"	6'-7"	4'-9"	4'-0"
2- 2"x12"	7'-3"	5'-3"	4'-9"

WOOD LINTEL SCHEDULE (EXTERIOR)			
LINTEL SIZE	MAX. SPAN		
	ROOF + CEILING ONLY	ROOF + CEILING AND 1 STOREY	ROOF + CEILING AND 2 STOREY
2- 2"x4"	4'-1"	3'-0"	3'-0"
2- 2"x6"	6'-0"	4'-10"	4'-0"
2- 2"x8"	7'-8"	5'-11"	5'-4"
2- 2"x10"	9'-2"	7'-3"	6'-6"
2- 2"x12"	10'-1"	8'-0"	7'-0"

STEEL LINTEL SCHEDULE (EXTERIOR)		
MAX CLEAR SPAN	EXTERIOR ANGLES	
	FOR BRICK 100 mm	FOR STONE 100 mm + 50 mm STONE FACING
3'-10" OR LESS	3 1/2" X 3 1/2" X 1/4"	5" X 3 1/2" X 1/2"
4'-10" OR LESS	3-1/2" X 3-1/2" X 5/16"	5" X 3 1/2" X 1/2"
5'-10" OR LESS	4" X 4" X 5/16"	5" X 5" X 5/16"
6'-10" OR LESS	4" X 4" X 5/16"	5" X 5" X 5/16"
7'-10" OR LESS	6" X 3-1/2" X 5/16"	5" X 5" X 5/16"
8'-10" OR LESS	6" X 4" X 7/16"	5" X 5" X 7/16"
9'-10" OR LESS	6" X 4" X 7/16"	5" X 5" X 1/2"

EXTERIOR WALL STUDS		
STUD LENGTH	SUPPORTING 15'-9" OF ROOF (BRICK)	SUPPORTING 15'-9" OF ROOF (SIDING)
12'-6"	2x6" at 16"	2x6" at 16"
13'-4"	2x6" at 12"	2x6" at 16"
15'-1"	2x3x6" at 16"	2x6" at 16"
16'-4"	2x2x6" at 16"	2x6" at 16"
17'-4"	2x2x6" at 12"	2x6" at 12"
18'-4"	2x2x6" at 12"	2x6" at 12"

ASSUMED 0.5 kPa HOURLY WIND PRESSURE AND 1.0 kPa SNOW LOAD, BASED ON A-10 & A-11 O.B.C.

LOAD BEARING WALL

RETAINING WALL - STAIRS

JPS
Engineering Corp.

CONSULTANTS

SEALS

THIS DOCUMENT IS RELEASED FOR THE PURPOSE OF INTERIM REVIEW, NOT FOR CONSTRUCTION

835 CABANA

CLIENT PROJ NO. :

REVISIONS

No.	Date	ISSUED FOR	BY
1	Date 1	Revision 1	

COPYRIGHT:

PROJECT STATUS: CURRENT

PROJ NO. : Project Number
DATE: Issue Date
DESIGNED BY: Designer
DRAWN BY: Author
CHECKED BY: Checker

SHEET TITLE:

PLANS

Scale: As indicated

Drawing No.: A102

SHEET NO. : 2 OF 4

1 FRONT ELEVATION
1/2" = 1'-0"

2 BACK ELEVATION
1/2" = 1'-0"

_G.C. RESPONSIBLE FOR REVIEWING AND APPROVING ENGINEERED ROOF AND FLOOR TRUSS DESIGNS PRIOR TO MANUFACTURING AND MUST RELAY ANY RELEVANT INFORMATION TO THIS DESIGNER

_EXTERIOR FINISHES AND FINISHING SYSTEMS ARE FOR DEMONSTRATION. G.C. MAY USE APPROVED FINISHES AND FINISHING SYSTEMS THAT MEET MINIMUM DESIGNER MUST BE INFORMED AND APPROVE CHANGES FROM DEMONSTRATED FINISHES AND FINISHING SYSTEMS

_WINDOW AND DOOR SIZES ARE FOR REFERENCE ONLY. G.C. TO CONFIRM ALL SIZES w/ MANUF. OR SUPPLIER AND NOTIFY THIS DESIGNER OF ANY SIGNIFICANT CHANGES

_G.C. TO OVERSEE ROOF DESIGN AND ADD SADDLES AS NECESSARY FOR ROOF DRAINAGE - FINAL ROOF DESIGN TO BE COMPLETED BY TRUSS MANUFACTURER

_G.C. IS RESPONSIBLE TO ALSO REVIEW TRUSS SHOP DWG'S AND APPROVE AND UNDERSTAND ALL CONSTRUCTION METHODS AND DETAILS OF PRELIM. ROOF SHOP DRAWINGS AND APPROVE PRIOR TO SUBMITTING PERMIT DRAWINGS BY THIS DESIGNER

_G.C. MUST CHECK ALL DIMENSION OF PLANS AND FIELD DIM. PRIOR TO ORDERING PRE. ENG TRUSSES AND REPORT AND DIFFERENCES TO THIS DESIGNER IN WRITING IMMEDIATELY PRIOR TO ERECTION AND FABRICATION OF TRUSSES

JPS
Engineering Corp.

CONSULTANTS

SEALS

THIS DOCUMENT IS RELEASED FOR THE PURPOSE OF INTERIM REVIEW, NOT FOR CONSTRUCTION

835 CABANA

CLIENT PROJ NO. :

REVISIONS

No.	Date	ISSUED FOR	BY

COPYRIGHT:

PROJECT STATUS: CURRENT

PROJ NO. : Project Number
DATE: Issue Date
DESIGNED BY: Designer
DRAWN BY: Author
CHECKED BY: Checker

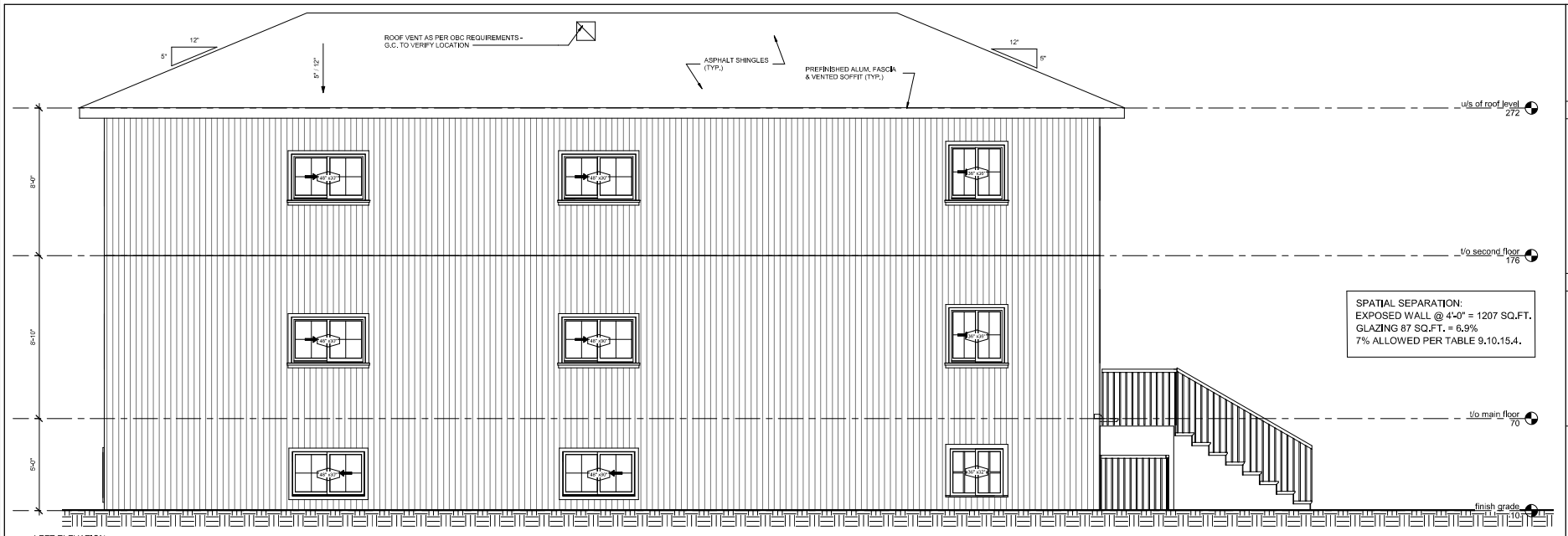
SHEET TITLE:

ELEVATIONS 1

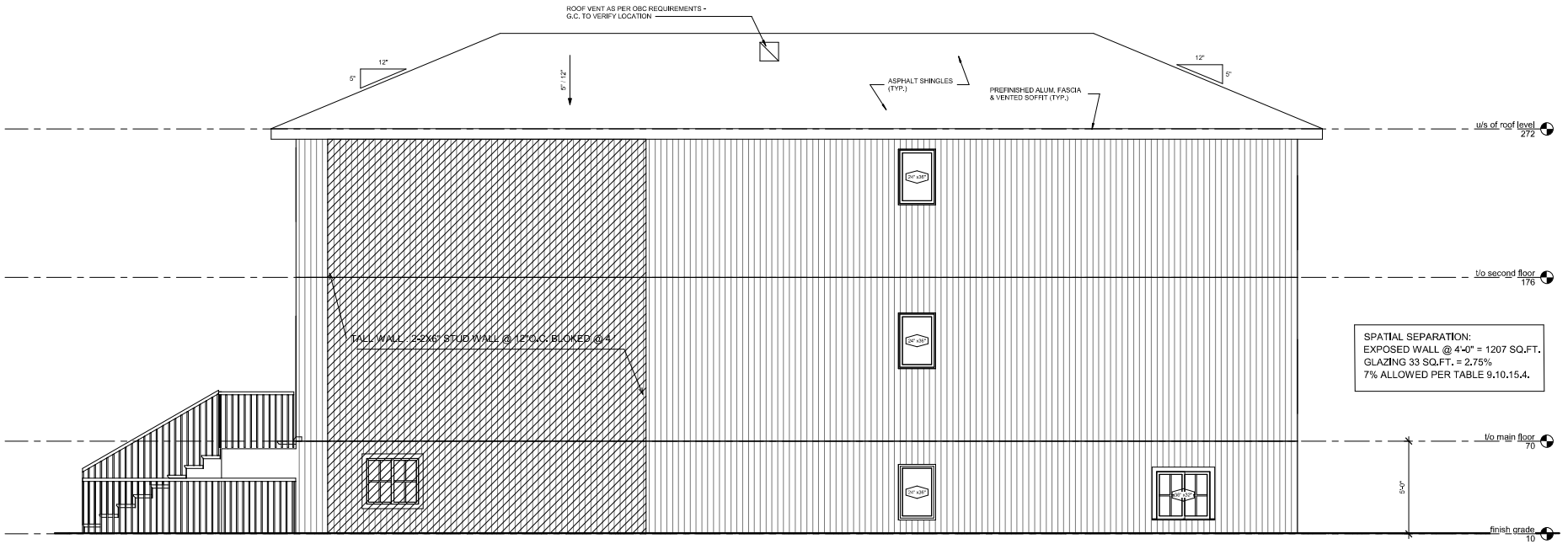
Scale: As indicated

Drawing No.:
A103

SHEET NO. : 3 OF 4



② LEFT ELEVATION
3/8" = 1'-0"



① RIGHT ELEVATION
3/8" = 1'-0"

JPS
Engineering Corp.

CONSULTANTS

SEALS

THIS DOCUMENT IS RELEASED FOR THE PURPOSE OF INTERIM REVIEW, NOT FOR CONSTRUCTION

835 CABANA

CLIENT PROJ NO. :

REVISIONS

No.	Date	ISSUED FOR	BY

COPYRIGHT:

PROJECT STATUS: CURRENT

PROJ NO. : Project Number
DATE: Issue Date
DESIGNED BY: Designer
DRAWN BY: Author
CHECKED BY: Checker

SHEET TITLE:

ELEVATIONS 2

Scale: 3/8" = 1'-0"

Drawing No.: A104

SHEET NO. : 4 OF 4

GENERAL NOTES:

ALL CONSTRUCTION TO COMPLY WITH THE GENERAL NOTES AND/OR THE CURRENT ONTARIO BUILDING CODE, FIRE CODE, PLUMBING CODE, ELECTRICAL CODE AND/OR LOCAL BY-LAWS.
IN THE EVENT OF A CONFLICT, THE MORE STRINGENT REQUIREMENTS SHALL APPLY.

MECHANICAL SYSTEM DESIGN IS BY THE MECHANICAL CONTRACTOR. DESIGN AND INSALLATION SHALL COMPLY WITH PARTS 6, 9 AND ALL OTHER APPLICABLE PARTS OF THE ONTARIO BUILDING CODE.

PLUMBING SYSTEM DESIGN BY OTHERS. DESIGN AND INSTALLATION SHALLCOMPLY WITH PARTS 7, 9 AND ALL OTHER APPLICABLE PARTS OF THE ONTARIO BUILDING CODE.

MATERIALS OR CONSTRUCTION PROCEDURES WHICH ARE PROHIBITED BY LAW OR SHALL CAUSE A HARMFUL EFFECT TO THE NATURAL ENVIRONMENT OR THE HEALTH OF ANY PERSON ON THE SITE DURING CONSTRUCTION AND/OR DURING OCCUPANCY SHALL NOT BE USED IN THIS PROJECT.

ALL TRADES SHALL CONFORM WITH ALL APPLICABLE PROVINCIAL, NATIONAL, LOCALAND OSHA CODES, RULES AND REGULATIONS. IN CASE OF CONFLICT, THE MOST STRINGENT REQUIREMENTS SHALL APPLY.

ELECTRICAL:

ELETRICAL SYSTEM DESIGN BY OTHERS. DESIGN AND INSTALLATION SHALL COMPLY WITH ONTARIO ELECTRICAL SAFETY CODE - CURRECT EDITION

BEDROOM OUTLETS - ALL BRANCH CIRCUITS THAT SUPPLY 125 VOLT, SINGLE PHASE, 15 AND 20 AMPERE OUTLETS INSTALLED IN DWELLING UNITS BEDROOMS SHALL BE PROTECTED BY AN ARC-FAULT CIRCUIT INTERRUPTER LISTED TO PROVIDE PROTECTION OF THE ENTIRE BRANCH CIRCUIT.

CORRIDOR AND STAIRWAY LIGHTING:

ELECTRICAL CONTRACTOR SHALL PROVIDE FIXTURES WITH ADEQUATE ILLUMINATION TO MEET REQUIRED FOOT CANDLE LEVELS AT FLOOR AND STAIR TREADS PER CODE.

CONTRACTOR MAY PROVIDE ADDITIONAL FIXTURES NOT SHOWN ON PLAN TO MEET THESE REQUIREMENTS.

THE CONTROLS FOR ACTIVATION OF THE STAIRWAY LIGHTING SHALL BE OPERABLE FROM THE TOP AND BOTTOM OF THE STAIRWAY WITHOUT TRAVERSING ANY STEP OF THE STAIR.

WINDOWS AND GLAZING:

AT FIRST AND SECOND FLOOR A MINMUM OF ONE(1) WINDOW IN EACH SLEEPING AREA SHALL MEET EGRESS REQUIREMENTS PER SECTION R-310. WINDOW CONTRACTOR SHALL PROVIDE EGRESS HARDWARE NECESSARY TO ALLOW WINDOWS TO MEET APPLICABLE EGRESS REQUIREMENTS.

PROVIDE ALL REQUIRED SAFETY GLASS IN ACCORDANCE WITH ALL APPLICABLE CURRENT BUULDING CODES.

WHERE THE OPENING OF AN OPERABLE WINDOW IS LOCATED MORE THAN 72 INCHES ABOVE THE FINISHED GRADE OR SURFACE BELOW. THE LOWEST PART OF THE CLEAR OPENING OF THE WINDOW SHALL BE MINIMUM OF 24 INCHES ABOVE THE FINISHED FLOOR OF THE ROOM IN WHICH THE WINDOW IS LOCATED OPERABLE SECTIONS OF WINDOWS SHALL NOT PERMIT OPENINGS THAT ALLOW PASSAGE OF A 4 INCH DIAMETER SPHERE WHERE SUSH OPENINGS ARE LOCATED WITHIN 24 INCHES OF THE FINISHED FLOOR.

STAIRS:

ALL STAIRS SHALL CONFORM TO THE REQUIREMENTS OF O.B.C SECTION 9.8. THE MAXIMUM RISER SHALL BE 7 3/4" AND THE MINIMUM TREAD DEPTH SHALL BE 10". ALL TREADS SHALL HAVE A NOSING AS DESCRIBED IN SECTION 9.8.3.

CONCRETE:

CONCRETE STRENGTH SHALL BE 3,000 PSI COMPRESSIVE STRENGTH AT 28 DAYS FOR ALL FOOTINGS, THICKENED SLABS AND CONCRETE SLABS NOT EXPOSED TO THE WEATHER. ALL CONCRETE EXPOSED TO WEATHER SHALL BE 3500 PSI COMPRESSIVE STRENGTH WITH 6% + 1% ENTRAINED AIR. CONCRETE WORK AND PLACEMENT SHALL CONFORM TO THE LATEST SPECIFICATION OF CAN/CSA A23.3

ALL REINFORCING BARS, DOWELS AND TIES SHALL COMFORM TO A.S.T.M. A615 GRADE 60. REINFORCING STEEL SHALL BE CONTINUOUS AND SHALL HAVE MINIMUM 36 BAR DIAMETER LAP UNLESS OTHERWISE SHOWN OR NOTED. ALL REINFORCING BARS SHALL BE DEFORMED.

REMOVE ALL FILL AND ORGANIC MATERIALS FROM AREA TO RECEIVE FLOOR SLABS.

BACKFILL SHALL NOT BE PLACED AGAINST WALL UNITL THE WALL HAS SUFFICIENT STRENGTH AND HAS BEEN ANCHORED TO THE FLOOR ABOVE OR PROPERLY BRACED.

ALL BLOCK SHALL BE TYPE N-1; MORTAR IS TO BE TYPE "S" HORIZONTAL WIRE REINFORCING SHALL BE AT 16" O.C. IN ALL MASONRY WALLS.

BRICK SHALL MEET ASTM C216 (SOLID UNITS) OR ASTM C652 (HOLLOW UNITS)

PROVIDE SILL PLATE ANCHOR BOLTS AT 6'-0" O.C. (MAX.) AND 12' (MAX.) /4" (MIN.) FROM END OF SILL PLATES. ANCHOR BOLTS SHALL BE 1/2" DIAMETER (MIN.) AND SHALL EXTAND 15" (MIN.) INTO GROUTED CONCRETE BLOCK OR 8" (MIN.) INTO POURED IN-PLACE CONCRETE FOUNDATION OR THROUGH GROUTED CONCRETE BLOCK PLUS 7" INTO POURED CONCRETE.

FLASHING:

ALL TRANSITION FLASHING (ROOF TO WALL) SHALL LAP VERTICAL WALL FACE A MINIMUM OF 8" UNLESS NOTED OTHERWISE.

PROVIDE FLASHING AT ALL EXTERIOR STEEL LINTEL CONDITIONS AND AT ALL CONCEALED STEEL LINTELS CARRYING EXPOSED BRICK.

SMOKE DETECTOR / ALARMS:

EACH SLEEPING ROOM SHALL BE PROVIDED WITH A MINIMUM OF ONE(1) SMOKE DETECTOR (LOCAL FIRE DEPARTMENT APPROVED AND UNDERWRITER'S LABORATORIES TESTED AND LABELED) AND ONE SMOKE DETECTOR INSTALLED IN COMMON AREA (HALL OR CORRIDOR) ADJACENT TO THE SLEEPING ROOMS (WITHIN 10 FEET OF ALL BEDROOMS DOORS. ALSO PROVIDE A MINIMUM ON ONE(1) SMOKE DETECTOR ON EACH FLOOR. THE SMOKE DETECTOR IS TO BE INSTALLED IN ACCORDANCE WITH ALL APPLICABLE CODES. THE DETECTOR SHALL BE WIRED IN SUCH A WAY THAT THE ACTIVATION OF ONE(1) ALARM WILL ACTIVATE ALL THE ALARMS IN THE DWELLING UNIT. ALL SMOKE DETECTORS SHALL BE EQUIPPED WITH A BATTERY BACKUP.

ROOF PENETRATIONS:

ALL PLUMBING, MECHANICAL VENT STACKS AND FURNACE FLUES SHALL BE OFFSET TO REAR ROOF LINES. FURNACE FLUES SHALL COMPLY WITH CODE FOR MINIMUM SLOPE AND NUMBER OF TURNS ALLOWED FOR OFFSETS.

INSULATION:

PROVIDE INSULATION AS REQUIRED TO MEET ONTARIO BUILDING CODE. ALL EXTERIOR WALLS TO BE A MINIMUM R22 RATED.

PROVIDE RIGID INSULATION AT ALL EXPOSED PERIMETER SLAB ON GRADE CONDITIONS AS REQUIRED TO MEET CURRENT ENERGY CODE REQUIREMENTS.

PROVIDE INSULATION AT ALL BOND CONDITIONS-SEE INSULATION NOTE. PROVIDE INSULATION AROUND ALL SKYLIGHT SHAFT-SEE INSULATION NOTE.

ALL INSULATION SHALL HAVE A FLAME SPREAD INDEX OF 25 OR LESS AND A SMOKE-DEVELOPED INDEX NOT TO EXCEED 450.

INSULATION SHALL BE INSTALLED IN SUCH A MANNER AS TO ALLOW AIR FLOW FROM THE SOFFIT TO THE ROOF/ATTIC SPACE.

WOOD FRAMING:

WOOD FLOOR FRAMING SHALL COMPLY WITH PART 9, EXCEPT WHERE MORE STRINGENT REQUIREMENTS ARE NOTED ON THE DRAWINGS.

FRAMING ASSEMBLY FASTENERS SHALL BE INSTALLED PER TABLE 9.23.3.4

SEE DETAILS AND CODE FOR ALLOWABLE NOTCHING AND BORING OF DIMENSIONAL LUMBER.

SEE MANUFACTURER'S SPECIFICATIONS FOR ALLOWABLE CUTTING AND BORING OF PRE-ENGINEERED MATERIALS USED.

STUDS IN ALL WALLS SHALL BE SPACED AT 16" O.C UNLESS OTHERWISE NOTED.

PROVIDE SOLID BLOCKING UNDER ALL POINT LOAD CONDITIONS CONTINUOUS TO SOLID BEARING AT HEADERS.

PROVIDE SOLID BLOCKING BETWEEN JOIST UNDER ALL BEARING WALLS PERPENDICULAR TO FRAMING DIRECTION.

ALL STRUCTURAL MULLIONS TO HAVE MINIMUM DOUBLE STUD CONSTRUCTION CONTINUOUS FROM FLOOR TO UNDERSIDE OF FLOOR/ROOF FRAMING ABOVE. WINDOW TRANSOM HEADERS SHALL SPAN BETWEEN CONTINUOUS STUDS WITH FLUSH HANGER BRACKETS AS REQUIRED.

PRE-ENG FLOOR & ROOF TRUSSES:

THE TRUSS DESIGNER IS TO PROVIDE A DESIGN FOR AN ENTIRE ROOF OR FLOOR SYSTEM, AND NOT FOR INDIVIDUAL COMPONENTS. THE TRUSS DESIGNER MUST ASCERTAIN THAT THE LOADS UTILIZED MEET OR EXCEED THE LOAD VALUES REQUIRED BY THE ONTARIO BUILDING CODE.

TRUSS MANUFACTURER SHALL BE RESPONSIBLE FOR ALL TRUSS DESIGNS INCLUDING GIRDERS, HANGERS, BEARING SEATS, AND ANCHORS FOR TRUSSES.

TRUSS FRAMING SHOWN ON PLANS IS FOR GENERAL REFERENCE AND TO INDICATE BEARING LOCATIONS. TRUSS MANUFACTURER SHALL NOTIFY ARCHITECT IF ADDITIONAL BEARING POINTS AND/OR WALLS ARE NEEDED PRIOR TO FABRICATION AND ERECTION.

TRUSS MEMEBERS SHALL NOT BE CUT, NOTCHED, DRILLED. SPLICED OR OTHERWISE ALTERED IN ANY WAY WITHOUT THE APPROVAL OF THE LICENSED TRUSS DESIGNER OR STRUCTURAL ENGINEER.

TRUSS DESIGN DRAWINGS, PREPARED IN COMPLIANCE WITH SECTION R-802.10.1 SHALL BE PROVIDED TO THE BUILDING OFFICIAL AND APPROVED PRIOR TO INSTALLATION. TRUSS DESIGN DRAWINGS SHALL BE PROVIDED WITH THE SHIPMENT OF TRUSSES DELIVERED TO THE JOBSITE.

JPS
Engineering Corp.

CONSULTANTS

SEALS

THIS DOCUMENT IS RELEASED FOR THE PURPOSE OF INTERIM REVIEW, NOT FOR CONSTRUCTION

835 CABANA

CLIENT PROJ NO. :

REVISIONS

No.	Date	ISSUED FOR	BY

COPYRIGHT:

PROJECT STATUS: CURRENT

PROJ NO. : Project Number
DATE: Issue Date
DESIGNED BY: Designer
DRAWN BY: Author
CHECKED BY: Checker

SHEET TITLE:

GENERAL NOTES

Scale: 1/4" = 1'-0"
UNITS ARE BASED ON UNMODIFIED DRAWING

Drawing No.:
A105

SHEET NO. :

RJ Planner

Registered|Professional |Land Use Planners

Planning Rationale Report

Zoning By-Law Amendment and Consent to Sever

825 Cabana Road East

City of Windsor

Prepared for:

1000593576 Ontario INC

(c/o Mohammad Alhammoud)

Report Date:

October 7, 2025

Revision Date:

March 22, 2026

1.0 Executive Summary and Report Framework

RJ Planner has been retained by 1000593576 Ontario INC. (c/o Mohammad Alhammoud) (herein referred to as the "Applicant") to prepare a Planning Rationale Report (PRR) in support of an application for Zoning By-Law Amendment (the "ZBA") and Consent to Sever for the residential lands located within the City of Windsor and identified as **825 Cabana Road East** (herein referred to as the "Subject Lands").

The Subject Lands are located within the Roseland Planning District and are designated "Residential" in the City of Windsor Official Plan. The Subject Lands are zoned Residential District 1.4 (RD1.4) under City of Windsor Zoning By-Law 8600 (herein referred to as the "Zoning By-law"). The RD1.4 zoning district permits one (1) Single Unit Dwelling as a main use.

The Applicant wishes to obtain a land conveyance of part of the Subject Lands through an application for Consent to Sever for the purpose of creating one (1) new residential lot (the "severed lands") to accommodate one (1) new Single Unit Dwelling. The Single Unit Dwelling will contain within it, one (1) Additional Dwelling Unit (ADU).

To facilitate the Consent, the Applicant requires a site-specific amendment to the Zoning By-Law to permit the following lot and building regulations for the "severed parcel":

- A Minimum Lot Width of 9.48 metres (m) whereas 18m is required;
- A Minimum Lot Area of 297.6 square metres (sqm) whereas 540 sqm is required;
- A Maximum Hardscape Area of 53% for the required front yard whereas no more than 50% is permitted for a lot width of 9m or greater;
- A Minimum Rear Yard Depth of 6.34 m whereas 7.5m is required.

A site-specific ZBA is required to permit the following Lot regulation for the "retained parcel":

- A Minimum Lot Width of 17.45 m whereas 18m is required.

A site specific ZBA is required because the reduction in the proposed lot and building regulations for minimum lot width and lot area for the "severed parcel" are more than 20 percent (%) above the by-law regulation; the proposed lot and building regulations may have the effect of increasing the building envelope for a main building on the "severed parcel"; and, the proposed lot and building regulations for the severed and retained parcel

may impact the pattern, scale and character of the blockface due to their cumulative effects.

The Applicant has completed a Stage 1 Planning Consultation for the ZBA and Consent to Sever dated September 20, 2024. The Consultation letter is attached to this Report as **Appendix A**. The Applicant has also completed the following supporting studies and information sessions as required under the Stage 1 Planning Consultation:

- A proponent led Public Consultation Meeting held on August 20, 2025.
- A Conceptual Site Plan revised on March 13, 2026 showing the proposed buildings, elevations, floor plans, new rights-of-way(s), dimensions for the retained and severed lots including side yards and parking areas on the Subject Lands.
- A Topographic Survey prepared by Rood Engineering INC. and dated February 4, 2026.
- A Tree Inventory prepared by Paul Giroux, RPF/Certified Arborist of Joshua Tree Forestry Services and dated Marh 18, 2025 for all live trees over 10cm DBH on the Subject Lands.

An Open House Report has been included under **Section 4** of this Report.

All support studies have been summarized in this Report under **Section 2** and are attached as **Appendix B**.

A scoped PRR completed by a Registered Professional Planner (RPP) has also been identified as a required support study for Stage 2 Planning Consultation.

This PRR has been completed in accordance with the Stage 1 Planning Consultation to address the following study components only:

- A description of the proposal and the approvals required;
- The site's previous development approval history;
- The major physical features or attributes of the site including current land uses(s) and surrounding land uses and contextual considerations;
- A professional opinion on the proposal's consistency with the provincial policy statement issued under the Planning Act;
- The way in which relevant Official Plan policies will be addressed, including both general policies and site-specific land use designations and policies;

- How the proposal addresses the Community Strategic Plan;
- The suitability of the site and reasons why the proposal is appropriate for this site and will function well to meet the needs of the intended future users;
- An analysis of the compatibility of the design and massing of the proposed developments and land use designations;
- An analysis and opinion as to why the proposal represents good planning, including the details of any methods that are used to mitigate potential negative impacts;
- A description of the impact on the natural environment;
- A description of the impact on municipal services;
- A description of how the proposal will affect the social and/or economic conditions using demographic information and current trends;
- A description of how the proposal addresses the City of Windsor Intensification Guidelines; and,
- A description of the areas of compliance and non-compliance with the Zoning By-law. Zoning By-law 8600 shall be read in its entirety. Special attention should be paid to the following Sections:
    - Section 3 -Definitions
    - Section 5 -General Provisions
    - Section 20 -Specific Zoning Exceptions in Certain Areas (Review Zoning District Map)
    - Section 24 -Parking, Loading and Stacking Provisions
    - Section 25 -Parking Area Regulations (applies to a parking area containing five or more parking spaces)

The following documents were **primary references** in undertaking the PRR:

- Provincial Planning Statement, 2024 (PPS, 2024)
- The City of Windsor Official Plan (Volumes I, II, III)
- The City of Windsor Intensification Guidelines (June 2022)
- Windsor's Community Strategic Plan (2007)
- The ALTUS Background Report (2022)

- The City of Windsor Zoning By-law 8600

It is the professional opinion of the undersigned that the proposed application for ZBA and Consent to Sever has regard to matters of Provincial Interest as described under Section 2 of the Planning Act and the criteria for consents as described under section 51 (24) of the Planning Act; is consistent with the Provincial Planning Statement (PPS, 2024); and conforms with the City of Windsor Official Plan and good planning principles.

It is therefore the professional opinion of the undersigned that the ZBA and consent application, as outlined in this Report, should be approved by the respective Planning Authority.

I hereby certify that this plan/report was prepared by Rita Jabbour, a Registered Professional Planner, within the meaning of the Ontario Professional Planners Institute Act, 1994.

Respectfully Submitted,

Rita Jabbour, RPP, MCIP, MSc
Registered Professional Planner
RJ Planner

Table of Contents

1.0 Executive Summary and Report Framework 2
2.0 Introduction 7
2.1 Description of Proposal 7
2.2 Required Support Studies 14
2.3 Previous Development Approval History 15
2.4 Description of Subject Lands and Surrounding Land Uses 15
2.4.1 Description of Surrounding Land Uses 19
3.0 City of Windsor Intensification Guidelines and Compatibility of Design 25
4.0 Open House Report 32
5.0 Planning Analysis 34
5.1 Planning Act 35
5.2 Provincial Planning Statement, 2024 (PPS, 2024) 40
5.2.1 Housing 40
5.2.2 General Policies for Settlement Areas 42
Analysis 42
5.3 City of Windsor Official Plan 43
5.3.1 Development Strategy 43
5.3.2 Healthy Community 44
5.3.3 Land Use 44
5.3.4 Infrastructure 47
5.3.5 Urban Design 49
5.3.6 Procedures 51
5.3.7 Tools 54
5.4 City of Windsor Community Strategic Plan 59
6.0 Proposed Zoning By-Law Amendment 59
7.0 Summary 65
7.1 Good Planning 66
8.0 Conclusions 67

Appendices:

Appendix A – Stage 1 Planning Consultation Letter
Appendix B – Required Support Studies
Appendix C – Conceptual Floor Plans and Building Elevations
Appendix D – Legal Instruments
Appendix E – Notice of Open House
Appendix F – Open House Display Boards

2.0 Introduction

This Planning Rationale Report (PRR) has been prepared for 1000593576 Ontario INC (c/o Mohammad Alhammoud) in support of an application for Zoning By-Law Amendment (ZBA) and Consent to Sever for the residential lands (the 'Subject Lands') legally described as **Lot 35 on Registered Plan 1552** and municipally known as **825 Cabana Road East** and located within the Single Tier Municipality of the **City of Windsor**.

The Subject Lands are located on the south side of Cabana Road East, just east of the intersection of Cabana Road East and Holburn Street. The Subject Lands are an interior lot located between those parcels with municipal address 815 Cabana Road East and 835 Cabana Road East. **Figure 1** provides a location map of the Subject Lands:

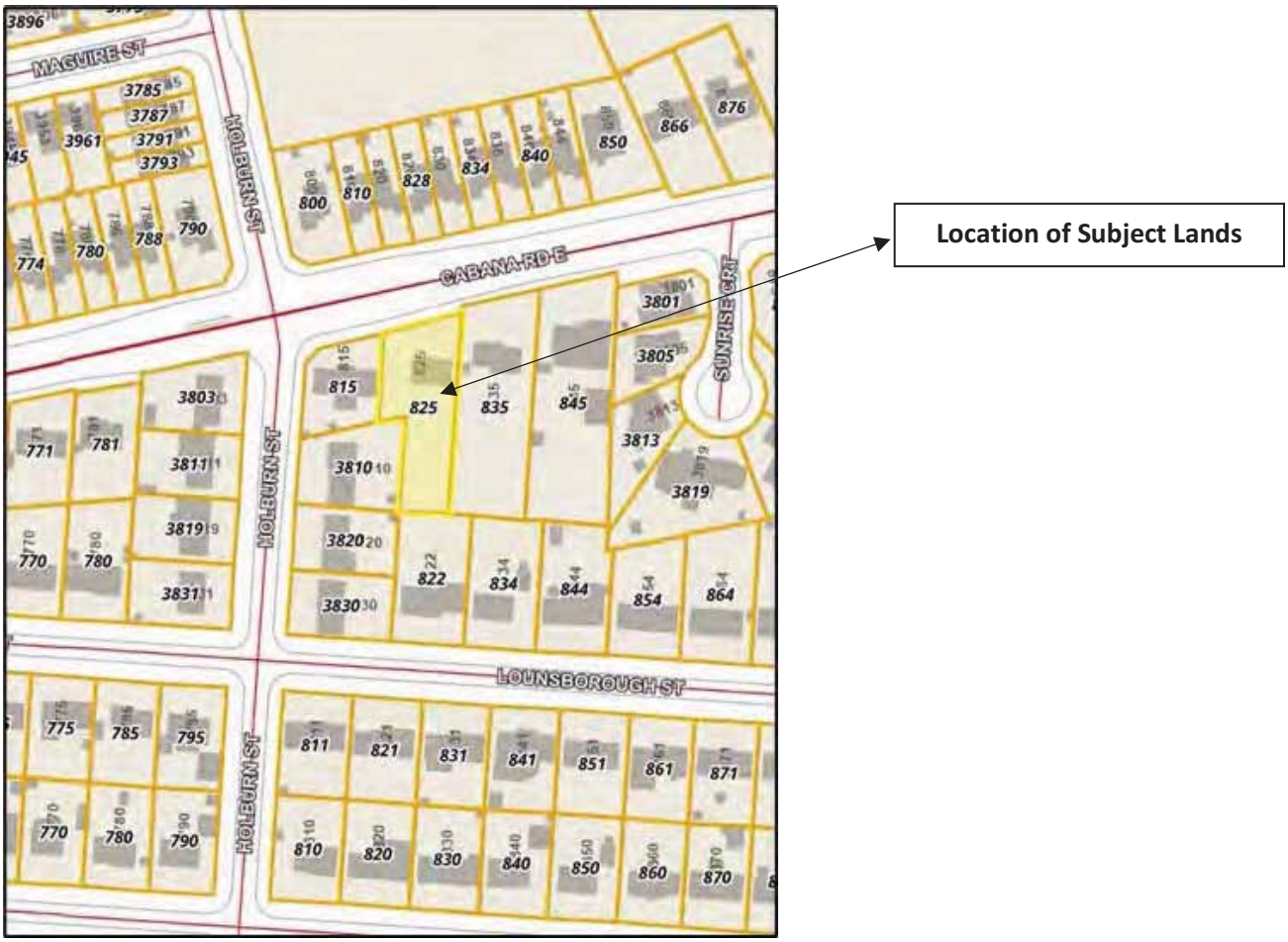


Figure 1. Location of Subject Lands Highlighted in Yello

2.1 Description of Proposal

The Applicant wishes to obtain a land conveyance of part of the Subject Lands through an application for Consent to Sever for the purpose of creating one (1) new residential lot (the "severed parcel").

As illustrated in **Figure 1**, the Subject Lands are irregularly shaped. They include a “bump out” of 10.75m from the side wall of the main dwelling extending westward. That “bump out” does not terminate at the rear lot line. The area is presently used for on-site parking for the existing dwelling and includes the main access area to the Subject Lands. The “severed parcel” is proposed to consist of the area occupied by this “bump out”. The “severed parcel” is further identified in **Figure 2**.

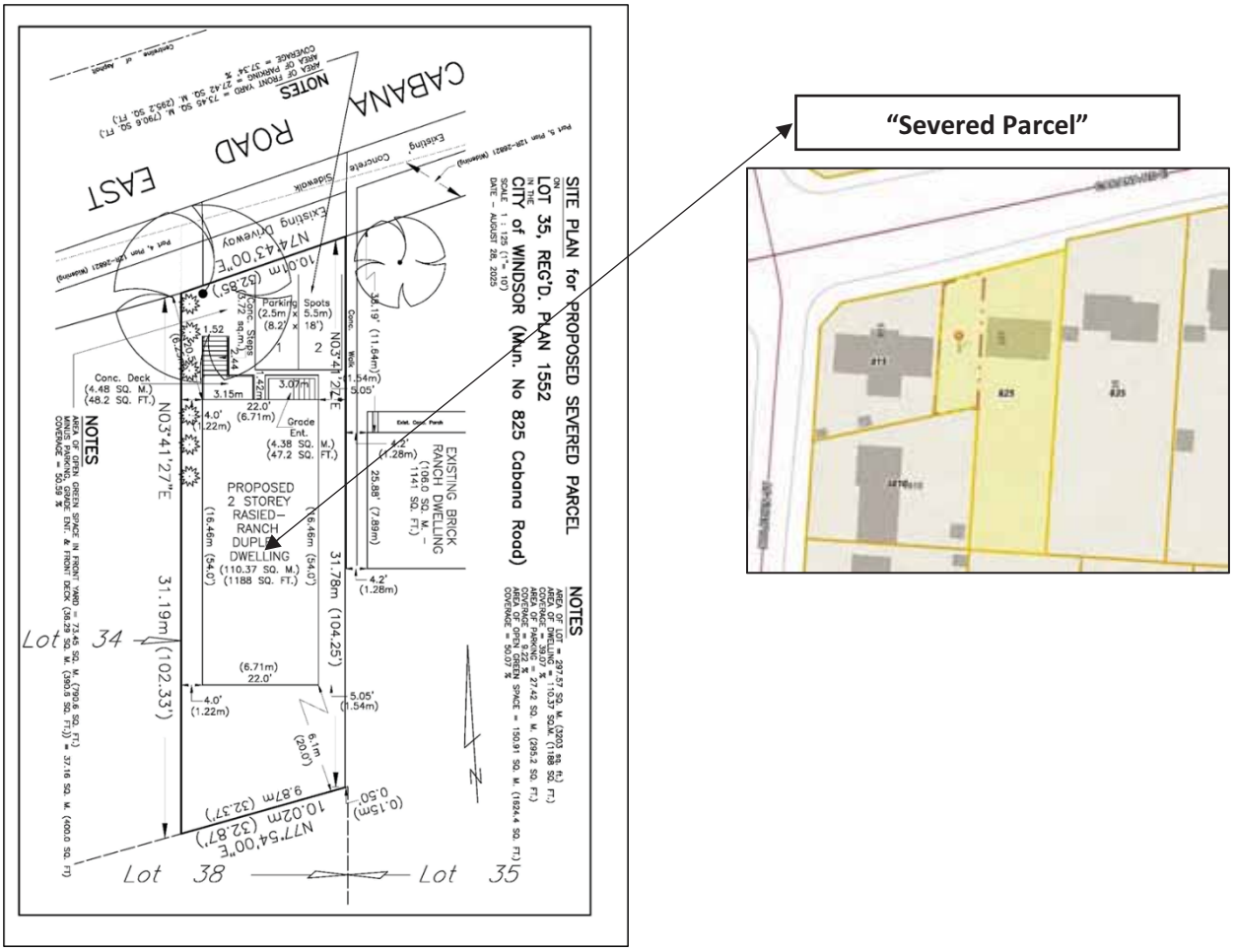


Figure 2. Illustration of “Severed Parcel” and Single Unit Dwelling with ADU

As illustrated in **Figure 2**, the Applicant proposes to construct on the “severed parcel” one (1) new 2-storey *Single Unit Dwelling.* The Single Unit Dwelling will contain within it, one (1) *Additional Dwelling Unit* (ADU). Therefore, a total of two (2) *Dwelling Units* is proposed on the “severed parcel”. Two (2) new on-site surface parking spaces are also proposed on the “severed parcel” to accommodate the Single Unit Dwelling and ADU. The proposed parking spaces represent the minimum number of parking spaces required under the

Zoning By-law for a Single Unit Dwelling with ADU. Access to the “severed parcel” will be from the existing driveway approach located within the Cabana Road East Right of Way. The “retained parcel” will consist of the remaining lot area of the Subject Lands and will include the existing Single Unit Dwelling (a brick, 1-storey ranch dwelling). One (1) new concrete access area (driveway) from Cabana Road East is proposed for the “retained parcel” to accommodate two (2) new on-site parking spaces for the existing dwelling. A new driveway approach is required to accommodate the “retained parcel” within the Cabana Road East Right of Way. A site plan illustrating the “retained parcel” is provided in **Figure 3**.

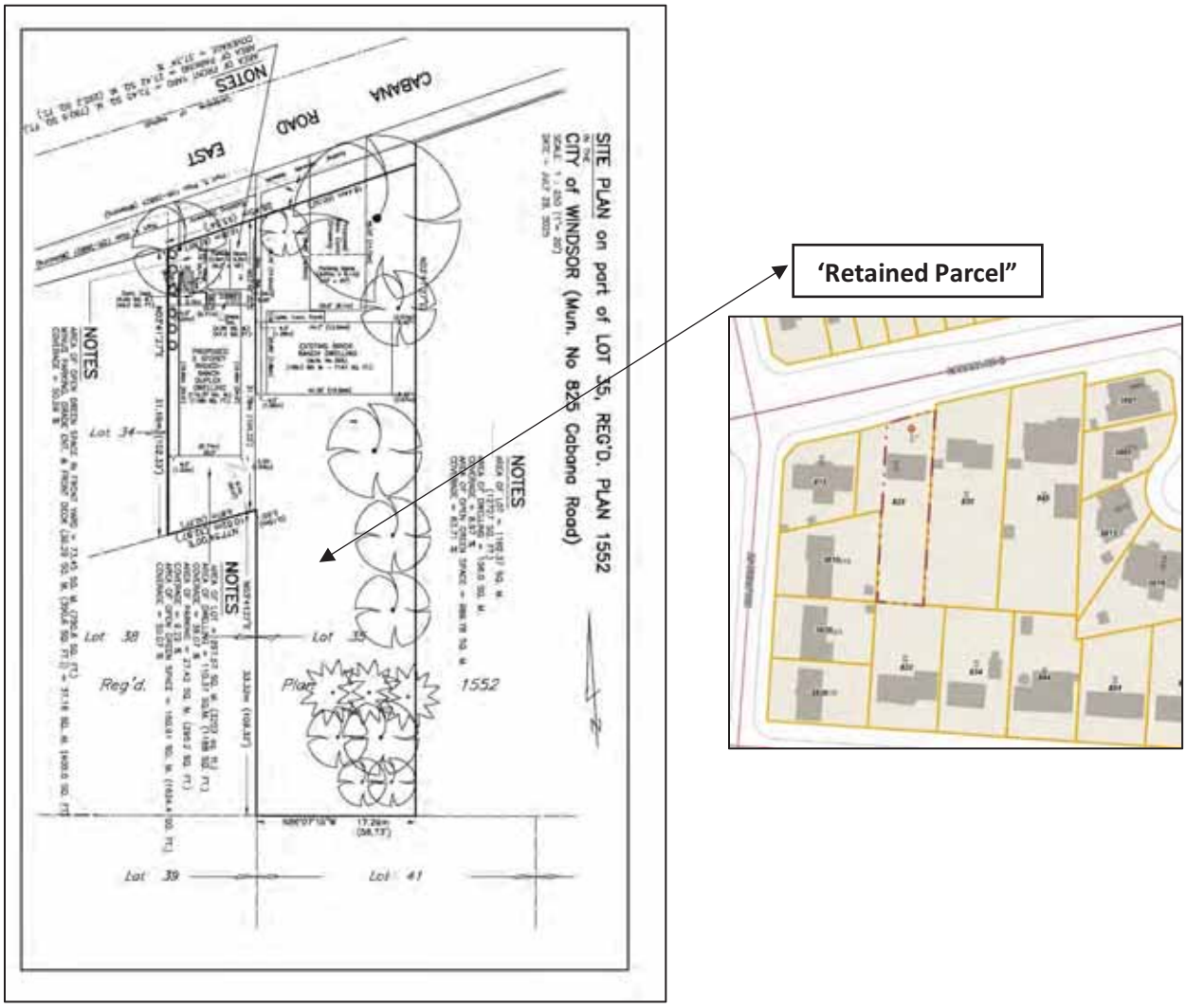


Figure 3. Illustration of “Retained Parcel” and new On-site parking/access area

Building elevations for the proposed Single Unit Dwelling with ADU are included in **Figure 4**. Conceptual floor plans are included in **Figure 5**. All conceptual floor plans and building elevations are attached to this Report as **Appendix C**.

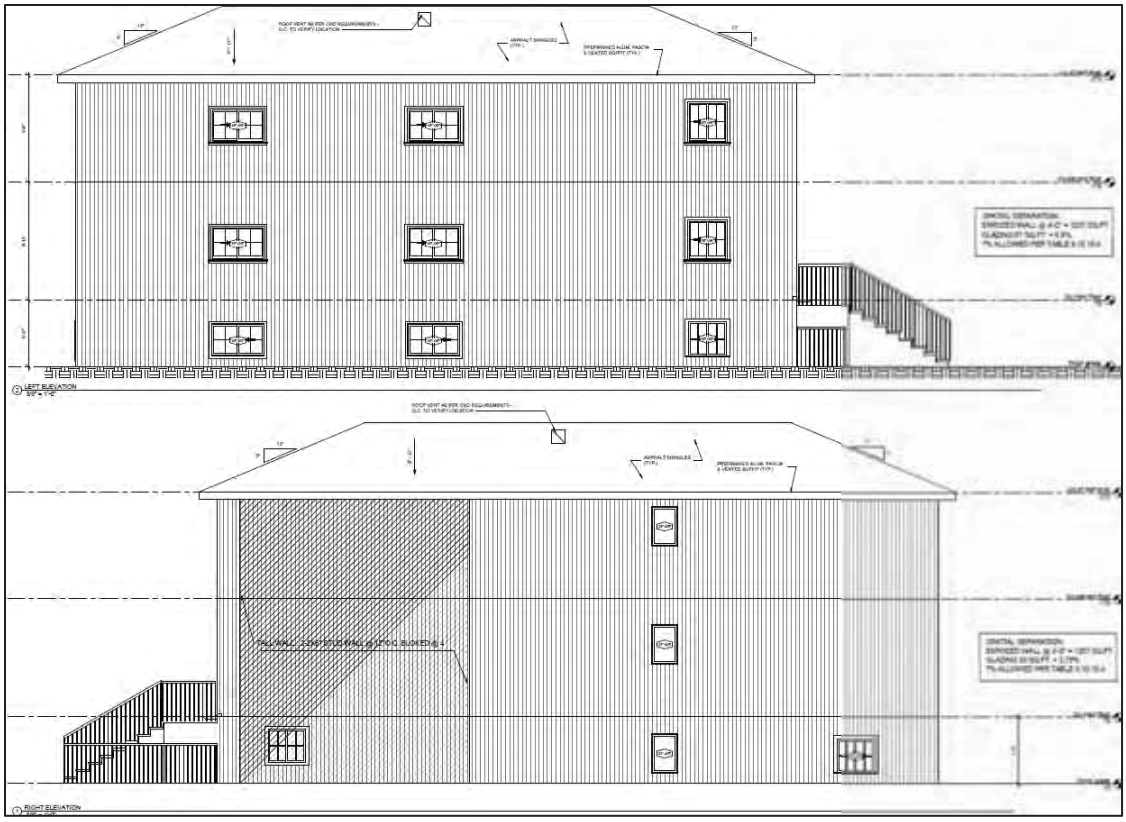


Figure 4. Elevations for Single Unit Dwelling with ADU

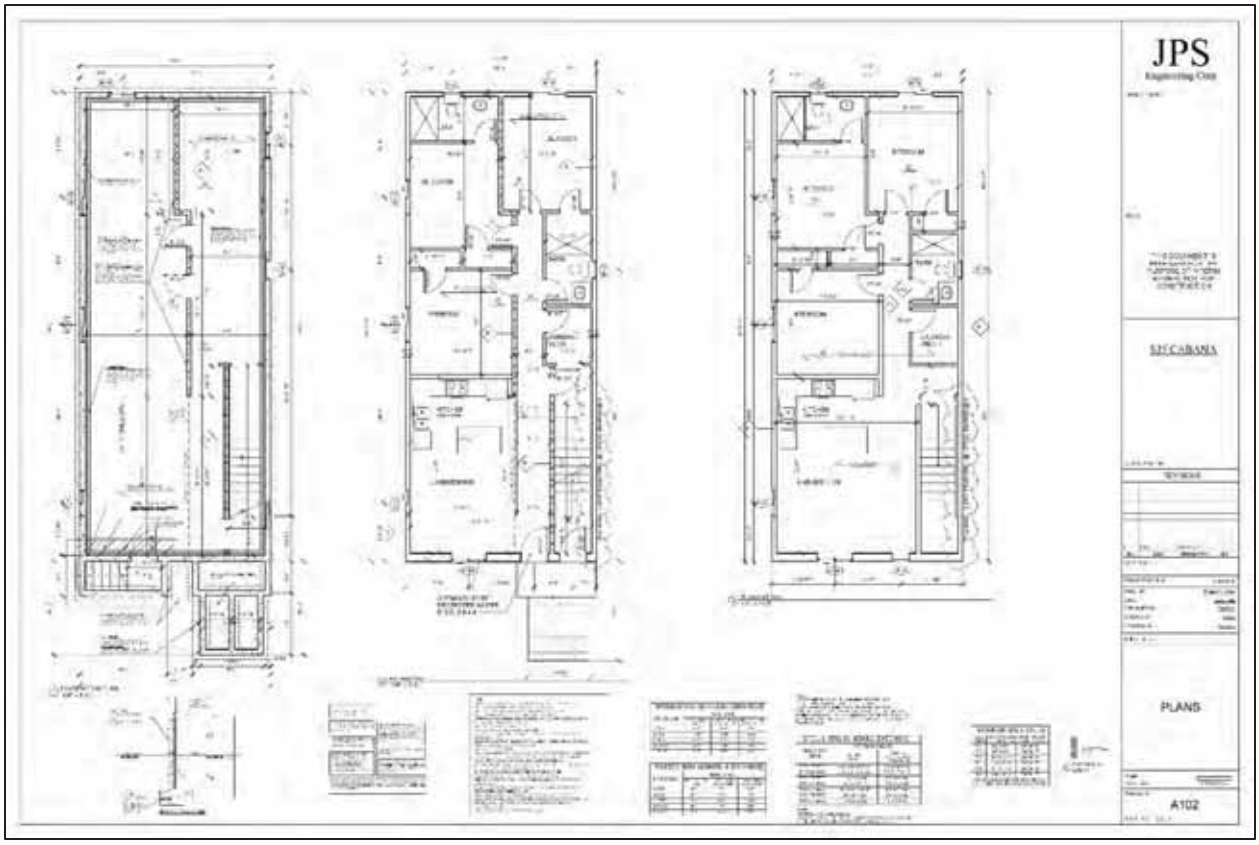


Figure 5. Conceptual Floor Plans

As illustrated in **Figure 4**, the Dwelling will have exterior cladding that consists of stucco and brick on the front wall and vertical aluminium siding along the side and rear walls. All entrances to the dwelling will be located on the front wall. As illustrated in **Figure 5**, the Dwelling will be partitioned "duplex style" with the ADU located on the level above the main floor (the main floor will contain the main dwelling unit). The basement level is part of the main level and is not proposed to be used as an ADU. The basement will remain unfinished. Each Dwelling Unit will include a living/dining room, kitchen facilities, three (3) bedrooms, two (2) bathrooms, and laundry facilities. Each level of the building will be 110 square metres. Parking for the Dwelling Units is proposed in the side yard.

Table 1 summarizes the proposed lot and building regulations for the Severed and Retained Parcel, the proposed Single Unit Dwelling with ADU, and, the on-site parking spaces for the severed and retained parcels.

In order to facilitate the land conveyance, a site-specific Zoning By-Law Amendment (ZBA) is required to permit the following Lot and Building regulations for the "severed parcel":

- A Minimum Lot Width of 9.48 metres (m) whereas 18m is required. This demonstrates a reduction that is 47% above the Zoning By-law regulation;
- A Minimum Lot Area of 297.6 square metres (sqm) whereas 540 sqm is required. This demonstrates a reduction that is 45% above the Zoning By-law regulation;
- A Minimum Rear Yard Depth of 6.34m whereas 7.5m is required. This demonstrates a reduction that is 15.5% above the Zoning By-law regulation.
- A Maximum Hardscape Area of 53% for the required front yard occupied by a hard surface for the purpose of a walkway, driveway, access area or a parking space or any combination thereof. This demonstrates an increase that is 6% above the Zoning By-law regulation.

A site-specific ZBA is required to permit the following Lot regulation for the "retained parcel":

- A Minimum Lot Width of 17.45 m whereas 18m is required. This demonstrates a reduction that is 3% above the Zoning By-law regulation.

A site specific ZBA is required because the reduction in the proposed lot and building regulations are more than 20 percent (%) above the by-law regulation; would have the effect of increasing the building envelope for a main building on the severed parcel; and, may impact the pattern, scale and character of the blockface due to their cumulative effects. The development is proposed as a form of residential *Intensification* (*the development of a property, site, or area at a higher density than currently exists*) through *Redevelopment (the creation of new units, uses or lots on previously developed land in existing communities)*.

Table 1.

Proposed Lot and Building Regulations for Severed and Retained Lands

	Lot Width (min.)	Lot Area (min.)	Lot Coverage (max.)	Main Building Height (max.)	Front Yard Depth (min.)	Rear Yard Depth (min.)	Side Yard Width (min.)	Gross Floor Area (GFA) (max.)	Front Yard Paving (max.)	Parking Space width (min.)
	Required Regulation									
RD1.4	18.0m	540.0m2	45%	9.0m	6.0m	7.50m	1.20m	400m2	50%	2.5m (W) x 5.5m (L)
	Proposed Regulation									
Severed Parcel	9.48m	297.6m2	39%	8m	6m	6.34m	1.22m	331m2	53%	2.5m x5.5m
Retained Parcel	17.45m	1182m2	8.9%	Existing	Existing	Existing	1.28m	Existing	33%	3m x6.1m

2.2 Required Support Studies

The Applicant has completed the following supporting studies as required under the Stage 1 Planning Consultation:

- A Conceptual Site Plan dated March 13, 2026 showing the proposed buildings, elevations, floor plans, new rights-of-way(s), dimensions for the retained and severed lots including side yards and parking areas on the Subject Lands.
- A Topographic Survey prepared by Rood Engineering INC. and dated February 4, 2026.
- A Tree Inventory prepared by Paul Giroux, RPF/Certified Arborist of Joshua Tree Forestry Services and dated Marh 18, 2025 for all live trees over 10cm DBH on the Subject Lands.

All support studies have been attached to this Report under **Appendix B**.

The Tree inventory has identified a cedar hedgerow existing along the westerly side lot line. The hedgerow is identified as “Trees 2 to 54” on the Tree Map and Tree Inventory Table prepared for the development and attached under **Appendix B**. It has been identified on the Tree Inventory that the hedgerow is starting to decline due to space constraints. Therefore, the hedgerow is proposed to be removed to accommodate the development of the Single Unit Dwelling. One (1) tree – Tree 73 – will be required to be removed to accommodate the proposed driveway for the “retained parcel”. Tree 73 is

identified as a Blue Spruce in good condition on the Tree Inventory. The tree may be preserved with a reduction in driveway width. No other trees existing on the Subject Lands or on the city owned right of way are expected to be impacted by the proposed consent and development.

2.3 Previous Development Approval History

The Subject Lands are legally described as **LT 35 PL 1552 SANDWICH SOUTH; EXCEPT PT 5 12R-26821; S/T R124122; WINDSOR.** The Subject Lands are on active **PIN 01294-0397**. A copy of PL 1552, 12R-26821, and registered instrument R124122 are attached under **Appendix D**.

The Subject Lands were created in 1955. They were part of a 150-lot development by Sun Parlour Homes Limited which included the development of all lots on the south side of Cabana Road East, north of Bedford Street, between Kathleen Street and Locke Street. The Subject Lands maintain their original dimensions as detailed on PL 1552 save and except a transfer of an 83.6 m2 parcel of land along the front lot line for the purposes of street widening (Part 5, Plan 12R-26821).

The Subject Lands are affected by a 1.2m (4') easement (registered as R124122) along the rear lot line in favour of Bell Canada. The existing Single Unit Dwelling is estimated to have been constructed in 1966-1968 when a permit for new plumbing/sewers were issued. The Subject Lands are not affected by *Section 20 –Specific Zoning Exceptions in Certain Areas* under the Zoning By-law.

The Subject Lands were acquired by the Applicant in 2024.

2.4 Description of Subject Lands and Surrounding Land Uses

The Subject Lands are located within the Roseland Planning District on **Schedule 'A' – Planning Districts & Policy Areas** and are designated "Residential" on **Schedule 'D' – Land Use** of the City of Windsor Official Plan. The Roseland Planning District is **not** identified as a Special Policy Area in the Official Plan.

The Subject Lands are designated "Residential District 1.4 (RD1.4)" on Zoning District Map 13 (ZDM 13) of Zoning By-Law 8600. The RD1.4 district permits one (1) *Single Unit Dwelling* and uses accessory to the dwelling.

The Subject Lands are located on the south side of Cabana Road East. The primary access to the Subject Lands is Cabana Road East. Cabana Road East is classified as a

“Class II Arterial Road” on **Schedule F –Roads and Bikeways** of the Official Plan. Class II Arterial Roads are designed to carry high volumes of traffic. Direct property access is only discouraged from Class II Arterial Roads where alternatives exist. The Subject Lands are an interior lot, therefore, no alternatives for property access, other than Cabana Road East, exist for the Subject Lands.

The Subject Lands contain One (1) 1-storey, 106 Square Metre Single Unit Dwelling. The existing dwelling is comprised of brick and siding exterior cladding. One (1) access area along the westerly side yard is existing from Cabana Road East and on-site parking is currently available in the westerly side yard.

The Subject Lands contain seventy-three (73) trees and bushes within the property boundaries. One (1) tree- an Easter White Cedar- is present along the municipal right of way. The lot dimensions of the Subject Lands are summarized in **Table 2**. Photos of the Subject Lands are provided in **Figures 6 to 8**.

Table 2 –

Lot Dimensions of Subject Lands

Lot	Lot Width (m)	Lot depth (m)	Lot Area (m2)
35	29m (94ft)	71m (233.27 ft)	1182 m2 (12, 727 s2)

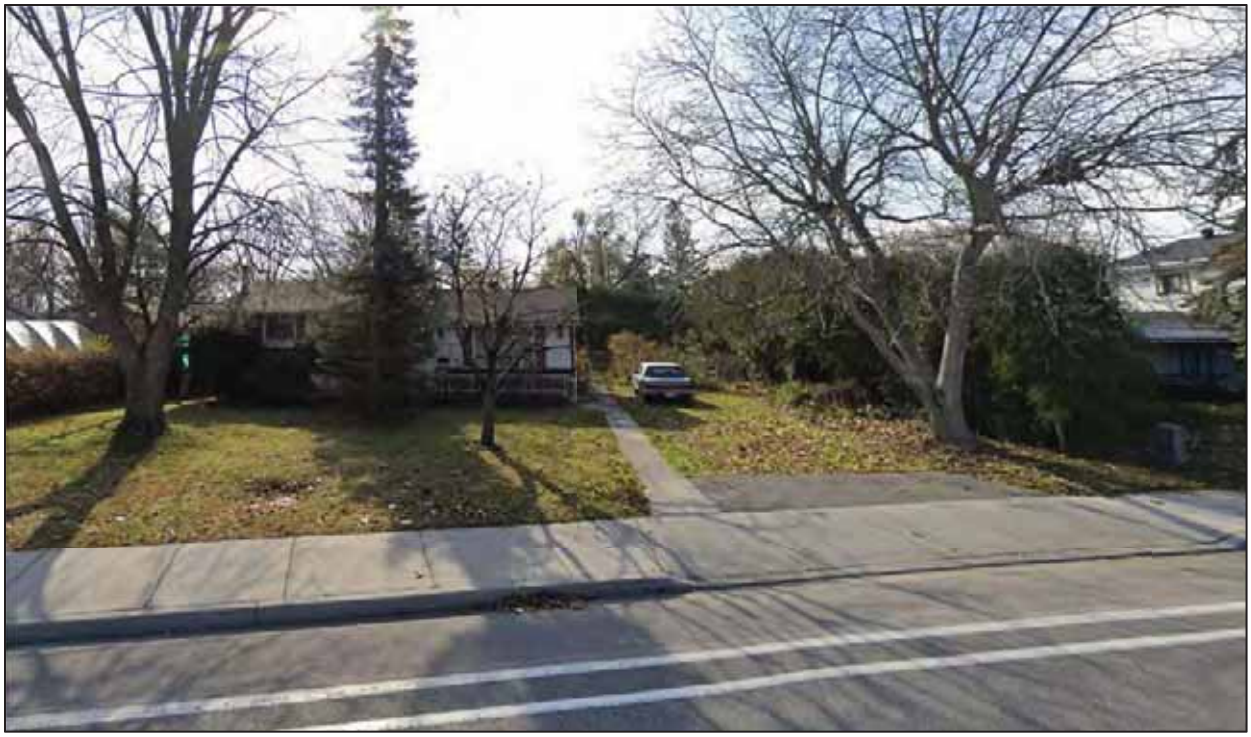


Figure 6. Photo of Subject Lands and area to be Severed (Front Yard View)

Figure 7. Photo of Subject Lands and area to be Severed (Westerly Side Yard View)

Figure 8. Photos of Subject Lands (Rear Yard View)

Infrastructure

The Subject Lands have access to a municipally owned and operated piped water supply and municipally owned and operated sanitary sewers along the Cabana Road East right of way. There is a fire hydrant located at the southeast corner of Holburn and Cabana Road East approximately 26m from the Subject Lands.

Active/Alternative Transportation

The Subject Lands are serviced by existing sidewalks on the south side of Cabana Road East. There are bike lanes and buffered bike lanes along Cabana Road East and Holburn Street. The closest existing transit route to the Subject Lands is the South Windsor 7 and the closest existing bus stop is located at Provincial at Cabana Northwest Corner. The bus stop is approximately 410m from the Subject Lands, falling outside of Transit Windsor's 400 m walking distance guidelines to a bus stop. However, there are two (2) new routes that will replace the South Windsor 7 as part of Transit Windsor's approved Transit Master Plan. They will include a new secondary and a new local route. Proposed is a bus stop on Cabana Road at Holburn along the southeast corner which will provide direct transit access to the Subject Lands.

Adjacent Amenities

The Subject Lands are located within walking distance to Patrick Maguire Park (3782 Holburn Street) which includes facilities for outdoor recreation including baseball, softball, basketball and playgrounds. The Subject Lands are also within walking distance to Roseland Public School (620 Cabana Road East) which is owned and operated by the Greater Essex County District School Board (GECDSB). The Subject Lands are within driving distance to Provincial Road, Howard Avenue, and Dougall Avenue which include several commercial establishments including big format retail, and business and medical offices.

2.4.1 Description of Surrounding Land Uses

In accordance with the City of Windsor Intensification Guidelines (2022), within the neighhbourhood context, the definition of vicinity should vary based on the scale of the development (p. 4).

The proposed amendments are considered “minor redevelopment” as they do not require land assembly and existing development is replaced with new, intensified development. In this context, the Guidelines (2022) recommend that the vicinity include properties within 150m in all directions (p.4). When measured from the Subject Lands, this includes the following:

- The properties on the north and south side of Cabana Road East;
- The properties along the east and west side of Holburn Street, north and south of Cabana Road East; and,
- The properties along the north and south side of Lounsborough Street, east and west of Holburn Street.

The radius of the 150m is illustrated in **Figure 9**.

As a result of consultation with the City, the lots on the north side of Cabana Road East have been removed from the analysis as they are not relevant.

The development context surrounding the Subject Lands along Cabana Road East, Holburn Street, and Lounsborough Street is classified as “Residential” in nature. The neighbouring development context is summarized in **Table 3**. The lands within the vicinity of the Subject Lands are located within the Roseland Planning District and South Windsor

Planning District on **Schedule "A"** of the Official Plan. They are designated "Residential" on **Schedule "D"** of the Official Plan.

Figure 9. 150m radius of Development within vicinity of Subject Lands

The lots along the south side of Cabana Road East and along the east and west side of Holburn Street are zoned Residential District 1.4 (RD1.4) permitting Single Unit Dwellings on 18m wide lots.

The lots along the south side of Cabana Road East, and along the east and west side of Holburn Street, have been developed exclusively for Single Unit Dwellings. These lots are located on Plan 1552 and have largely maintained their original lot configuration. The lots vary in their lot width, lot area, and lotting pattern. Therefore, **there is no consistency to the existing lotting configuration or pattern** as demonstrated in **Figure 10**. However, most lots have a lot width which is greater than 18m and a lot area which is greater than 540 square metres. Some lots directly abutting Cabana Road East are deep allowing for a more extensive front yard and rear yard setback but there is no consistency to these setbacks along the southern Cabana Road East frontage largely owing to their

size and grid pattern. Setbacks are more consistent along Holburn and Lounsborough as demonstrated in **Figure 10**.

Figure 10. Lotting Pattern of Lots along south side of Cabana and east/west of Holburn

The built form of the dwellings directly abutting the south side of Cabana Road East are primarily 2-storey Single Unit Dwellings with siding, brick, or stucco exterior cladding or a combination thereof. The dwellings predominantly include two-car attached garages and driveways which are predominantly located along the side yard. Manicured front yards are largely maintained. The built form of these dwellings are represented in **Figure 11**.

Figure 11. Dwellings on south side of Cabana

The built form of the dwellings directly abutting Holburn Street, on the east and west side, and directly abutting Lounsborough, on the north and south side, are predominantly 1 to 1.5 storey Single Unit Dwellings comprised of siding and brick exterior cladding or a combination thereof. Dwellings predominantly include attached 1-car garages and

driveways which are predominantly located along the side yard. Manicured front yards are largely maintained. The built form of these dwellings are represented in **Figure 12**.

Figure 12. Dwelling on east/west side of Holburn and north/south side of Lounsborough

Table 3–

Surrounding Land Uses

Relative Location	Existing Land Use	Official Plan Designation (City of Windsor Official Plan)	Zone (Zoning By-law 8600)
South Side of Cabana Road East	Residential Uses (Single Detached Dwellings)	Residential	Residential District 1.4 Zone (RD1.4)
North Side of Cabana Road East	Residential Uses (Single Detached Dwellings)	Residential	Residential District 1.2 Zone (RD1.2)
East and west side of Holburn Street (South)	Residential Uses (Single Unit Dwellings)	Residential	Residential District 1.4 Zone (RD1.4)
East and West Side of Holburn Street (North)	Residential Uses (Single Detached Dwellings)	Residential	Residential District 1.2 Zone (RD1.2)
North and South Side of Lounsborough Street	Residential Uses (Single Unit Dwellings)	Residential	Residential District 1.4 Zone (RD1.4)

3.0 City of Windsor Intensification Guidelines and Compatibility of Design

The purpose of the City of Windsor's Intensification Guidelines (2022) is to provide direction for the design of future uses that respect the unique character of Windsor's neighbourhoods. The Guideline (2022) shall apply to all intensification projects subject to review and Planning approval by the City for subdivisions, condominiums, site plan control applications and, in some instances, Committee of Adjustment. A description of how the proposal addresses the City's Intensification Guidelines has been identified as a necessary component of this PRR in the Stage 1 Planning Pre-consultation.

As described in the Guidelines (2022), the intent for intensification in the City is to encourage compatible design that does not deviate substantially from an established pattern, without requiring an identical design, architectural style, or material palette for every dwelling or building in a neighbourhood (p. 3). Therefore, the intent of the Urban Design Guidelines is to address the relative height, massing and articulation of elements (buildings and landscapes), and their relationship to one another and to their surroundings.

These 'qualitative' aspects of physical form work in combination with zoning parameters to lend shape and 'character' to a neighbourhood (2022, p.2). It is important that intensification integrates with the existing context and co-exists in harmony without undue physical or functional adverse impact on the existing or proposed development in the area.

The concept and definition of compatible development is to ensure that all new development within the city is appropriately integrated into the existing built form and landscape and enhances the image, livability, and character of the entire City (2022, p.3). "*Compatible Development"* is defined in the Guidelines (2022) to mean the following:

Development that may not necessarily be the same or similar to the existing buildings in the vicinity, but, nonetheless, enhances an established community and coexists with existing development without causing any undue adverse impact on surrounding properties (p. 3).

The definition for “compatible development” needs to be clearly understood and applied in different ways and in different contexts throughout the city because it is an overarching principle of good planning that is applicable throughout the city (p. 3). The Guidelines (2022) further defines key phrases that are raised from the definition of “*Compatible Development*”. They are applied and summarized below in the context of the Subject Lands and the proposed ZBA and Consent to Sever which will result facilitate the construction of a new Dwelling:

Key Phrases	Analysis
Development in the Vicinity	The definition of vicinity should vary by the scale of development. There are two key scales of development/redevelopment that must be considered. Minor redevelopment, where land assembly is not necessarily required, but existing dwellings are demolished and replaced by new intensified development, is most appropriate in this context. Thus, with respect to the proposed ZBA and Consent, the vicinity should include properties within 150 metres in all directions. **As depicted in Figure 9 of this Report, when measured from the Subject Lands, 150m includes the following properties:** • **on the north and south side of Cabana Road East;** • **along the east and west side of Holburn Street, north and south of Cabana Road East; and,** • **along the north and south side of Lounsborough Street, east and west of Holburn Street.** This vicinity could be reduced further if the anticipated impacts are considered to be more immediate - within a few properties on either side and across the street of a proposal. In consultation with the City, the lands along the north side of Cabana Road East have been removed from the analysis. **Since the lands within the vicinity, are located within the original Plan of Subdivision on which the Subject Lands**

	exist, it is recommended that all lands within the vicinity south of Cabana Road East continue to be considered in any assessment of anticipated impacts. **As discussed in section 2 of this Report, the lands within the vicinity are located in a residential district comprised of Single Unit Dwellings. The lots within the vicinity have varying lot widths, lot areas, and lot patterns but generally not less than 18m and 540 sqm in lot width and lot area, respectively.. There is no consistency with front, rear, or side yard setbacks for the lots directly abutting the south side of Cabana owing to their large lot size and grid pattern. Additionally, there is no consistency in lotting patterns along the south side of Cabana.**
Enhance an established community	In order to pass this test, the nature and character of the defined vicinity need to be considered and clearly articulated. Clear statements about those attributes that define the character of that vicinity are required to assist in the determination of what form of building can “enhance” that character, and what form of building may be “detrimental”. Character means the collective qualities and characteristics that distinguish a particular area. In general, the character of the City’s stable and mature neighbourhoods are defined by the following elements: • **Architecture:** Architectural styles, in some cases vary dramatically, while in other neighbourhoods, convey consistency. While a rigorous adherence to a particular form or style is neither desirable nor realistic there are key elements of all building designs that can be used to ensure that different forms and styles can co exist alongside one another in a compatible and complementary manner.

	• **Lot size/frontage:** Streets that display the most diversity in terms of lot size and street frontage are not necessarily negative in terms of community character. Varying lot sizes and frontages can accommodate a diversity of housing types and built forms. To support this variety and diversity as a positive attribute, it is important to ensure that the development is appropriate for the site and within the context of the surrounding built form. • **Setbacks:** Front and side yard setbacks are character giving elements within these neighbourhoods that establish both the building's relationship with the street, and the visual separation between buildings. Consistency in building setbacks, regardless of built form, is a key character giving element of any street. • **Streets:** On a street by street basis, right of-way and pavement widths are considered important to the image of a Stable and Mature Neighbourhood and are directly related to the adjacent scale of development, with a desire to maintain existing relationships among pavement width, boulevard treatment, and the interface between the street and the adjacent buildings. • **Streets trees and landscaping:** The protection of mature street trees and the enhancement and maintenance of front yard landscapes in all Stable and Mature Neighbourhoods is a crucial objective in maintaining its positive character. • **Parking:**

	Dealing with the issue of parking is often a flashpoint in the conversation about residential intensification. Parking must be appropriately accommodated on the site of any specific residential development, and that parking supply may be augmented by on street parking, or in parking spaces provided in communal facilities. A lack of parking supply, with too much reliance on on-street parking has a significant negative impact on community character and may impact the functional operation of the street network. The intent of the City's stable and mature neighbourhoods is to maintain the low profile-built form character of the area and ensure a sensitive integration of new development to adjacent properties. Low profile development in these neighbourhoods include single detached dwellings that are no greater than three (3) storeys in heights. **The proposed ZBA and Consent will support the development of a Single Unit Dwelling with ADU that will be no greater than 3 storeys in building height. Although there is generally no consistency in architecture in the area, the proposed dwelling will use material that is reflective of material used in the area (brick, stucco, siding).** **Despite the reduction in lot width and lot area, it has been demonstrated through a site plan that the "severed parcel" can accommodate a low profile built form while still maintaining the minimum front and side yard regulations, lot coverage provisions, and the required on-site parking that is within the context of the existing built form.** **The proposed development maintains the minimum required front and side yard setback. There is inconsistency with front yard setbacks along the south**

	corridor of Cabana due to the grid pattern, however, the proposed front yard setback aligns with the existing dwelling to the east and west. The proposed development maintains the minimum required side yard which is consistent with the abutting dwellings to the east and west. Most driveways along Cabana Road South are designed to accommodate two car garages; therefore, they are designed to be wide enough for two vehicles. The proposed development maintains the pavement width. The dwelling will face the street consistent with all dwellings in the vicinity. **The proposed development will continue to maintain a landscaped open space in the front yard with a minimal variation from the By-law regulation. Only one (1) tree is proposed to be removed from the subject lands to accommodate the development.** **Two (2) on-site parking spaces have been provided for each parcel. This meets/exceeds the minimum required parking spaces under the Zoning By-law.** **The rear yard will be reduced, however, the severed parcel will be buffered from the proposed development with fencing from adjacent properties. The proposed dwelling does not extend significantly beyond the neighbouring property's rear wall. The retained lands maintain a rear yard depth of 44m. There are no balconies proposed on the side or rear wall of the proposed dwelling.**
Coexistence without undue, adverse impact on surrounding properties	This is quite an onerous test, usually related to easily identifiable/quantifiable impacts like shadow, privacy, traffic, and parking problems. In some instances, the concept of "visual impact" may be established as an important development review criterion. Visual impact analysis will need to be tied to

	the attributes that define the area's character, either on a community-wide or defined vicinity basis. **Based on the characteristics of the development in the vicinity, and the comments raised at the Open House and through community engagement, the adverse impacts on surrounding properties can be identified as mainly tied to the impacts of intensification such as flooding, privacy and built form, particularly given the reduced size of the lot. The built form has been demonstrated to be compatible with the neighbouring low-profile developments.** **Despite a reduction in lot width, lot area, rear yard, and a slight increase in hard surface in the required front yard, the lot can still accommodate a dwelling with ADU that meets all minimum requirements for character giving zoning regulations such as lot coverage, building height, parking requirements, front and side yard setbacks, and the maintenance of landscape features such as street trees and a landscape open space in the front yard. Therefore, no undue adverse impacts form water runoff, traffic concerns, or neighbourhood character to surrounding properties is anticipated from the development and the development is expected to coexist with neighbouring properties as it maintains the residential use of the area.**
Summary	It is the professional opinion of the author, that the proposed development is compatible development. Although the severed parcel will have a reduced lot width, lot area, rear yard depth than the minimum required regulations for the area, and a slight increase in hard surface area in the front yard, the proposed dwelling is expected to maintain all character giving elements of the area through its built form and is expected to coexist without undue adverse impacts in an area with similar uses. The ZBA

	will not increase the maximum allowable building area for the main dwelling and the consent will adjust the irregularity of the lot configuration of the Subject Lands creating two (2) rectangular shaped lots that follow the established grid pattern. The proposed development therefore enhances the established community by facilitating more housing options that maintain a low profile built form in the City's stable and mature neighbourhoods.

4.0 Open House Report

An in-person Open House was hosted by the Applicant on Wednesday August 20, 2025 at the Capri Pizzeria Recreation Complex (2555 Pulford Street) from 6:30pm to 7:30pm. The Capri Pizzeria Recreation Complex is located approximately 5.1km from the Subject Lands and meets the requirements of the Accessibility for Ontarians with Disabilities Act. In addition, a virtual Open House was enabled.

The purpose of the Open House was to provide an opportunity for the Applicant and Agent to consult with citizens who may be impacted by the proposed Zoning By-law Amendment (ZBA) and Consent. All area residents within a 200-metre radius were notified through mail delivery of the Open House. A notice was also sent by email to the ward Councillor and to members of the Caldwell and Walpole Island First Nation Community. A copy of the notice is attached as **Appendix E**.

Four (4) people attended the Open House in person and one (1) person attended virtually. The municipal Planner assigned to the file, Averil Parent, was also in attendance in person.

The Applicant and their Agent, RJ Planner, were present for comments. Display boards which provide the primary details of the application, together with copies of the site plan, floor plans, and building elevations were made available. A formal presentation was prepared for the Open House. The display boards and sign in sheet are attached as **Appendix F**.

A summary of the questions/comments raised at the Open House and responses provided is included in **Table 4**.

Table 4–

Summary of Questions/Comments Raised at Open House

Question/Comment	Response
Will the basement be a third dwelling unit?	The basement is not proposed to be finished and will form part of the main dwelling unit. Therefore, it is not proposed as a third (3rd) dwelling unit.
Concerns with the Development's impact on flooding. There have been flooding concerns in the neighourhood due to the clay soil type.	There are many reasons why properties are susceptible to flooding including but not limited to: a lack or inadequacy of infrastructure, lot topography. The proponent will be responsible for implementing measures to contain stormwater runoff from the new development on the Subject Lands. No amendments are requested to increase the maximum allowable lot coverage on either the severed or retained parcel. No amendments are requested to increase the building footprint of the proposed dwelling. These regulations have a direct impact on stormwater management.
What types of material will be used for exterior cladding?	The proposed dwelling will be constructed with brick and stucco and aluminum siding. These are similar building materials used on neighbouring dwellings.
How will the east side of the dwelling look like?	The east side of the dwelling will include aluminum siding and will contain the majority of the windows.

How will the development be buffered from adjacent lands?	A fence will be constructed along the property boundary at the expense of the owner.

5.0 Planning Analysis

In carrying out their responsibilities under the *Planning Act*, the Council must have regard to the matters of provincial interest listed under Section 2 of the Planning Act, and, their decisions- in respect of the exercise of any authority that affects a Planning matter- must be consistent with Policy Statements that are in effect on the date of the decision and conform with the provincial plans that are in effect on that date, in accordance with subsection 3 (5) of the Planning Act. Similarly, comments, submissions or advice that affect a planning matter that are provided by the council of a municipality [...] commission or agency of the government "shall be consistent with" the Provincial Planning Statement. The Provincial Planning Statement, 2024 (PPS, 2024) is issued under Section 3 of the Planning Act.

Within Planning legislation, "consistency" is applied to mean that the ZBA is not contradictory or vary from provincial planning policies contained within PPS, 2024. The ZBA must be clearly in agreement with PPS, 2024. To assist in the determination of consistency, Chapter 1 of PPS (2024) (p.3) provides direction on how to consider specific policy language. Some policies set out positive directives through the use of words such as "shall be". Other policies set out limitations and prohibitions through the use of words such as "shall not". Other policies use enabling or supportive language such as "should", "promote", and "encourage". Where specific language is used in a policy referenced in this Analysis, it has been intentionally **bolded** if it is a directive and underlined if it is enabling or supporting, to assist in understanding how the proposal is consistent with the PPS (2024).

A decision of the Council must also conform with applicable policies contained in the Official Plan for the City of Windsor. Within Planning Legislation, "Conformity" is applied to mean that the proposal must be similar in form to and be in harmony with the policies of the City Official Plan, such that it exists in compliant fashion with the higher order

Official Plan policies that prevail above it. The policies of the Provincial Planning Statement, 2024 continue to apply after adoption and approval of an official plan.
For a ZBA and Consent to "conform", it need not be absolute or identical in its adherence to the Official Plan policies, but it can neither be selective and conform to only some and ignore other aspects of the Plan's policies.
This Section outlines in detail how the proposed ZBA and Consent has regard to matters of Provincial Interest, is consistent with PPS, 2024, and, conforms with the City Official Plan. No provincial plan or plans are applicable to this development; therefore, the Planning Analysis has not been applied to any provincial plan(s).

5.1 Planning Act

Section 2 of the Planning Act identifies matters of Provincial Interest that a Planning Authority must have regard to when carrying out its responsibilities under the *Planning Act*. An analysis detailing how the proposal has regard to relevant matters of provincial interest is provided in **Table 5–Matters of Provincial Interest**.

TABLE 5-

MATTERS OF PROVINCIAL INTEREST

Matter of Provincial Interest	Analysis
The protection of ecological systems, including natural areas, features and functions;	The Subject Lands do not contain or are adjacent to lands with significant natural areas, features and functions.
The protection of the agricultural resources of the Province;	The lands are not used or designated for agricultural purposes. The Subject Lands are located within an urban settlement area.
The conservation and management of natural resources and the mineral resource base;	The Subject Lands do not contain any natural resources or mineral resource base.
The conservation of features of significant architectural, cultural, historical, archaeological or scientific interest;	The Subject Lands are not located within an area of archaeological potential and are not listed or designated on the Municipal Heritage Register. The Subject Lands are located in an area of "low archaeological potential".

The supply, efficient use and conservation of energy and water;	The Subject Lands have access to a municipal water system along the Cabana Road East right of way.
The adequate provision and efficient use of communication, transportation, sewage and water services and waste management systems;	The Subject Lands are serviced by an existing sanitary sewer on Cabana Road East. The Subject Lands are serviced by hydro power and weekly waste disposal pick ups. The Subject Lands are located on a Class II Arterial Road which are designed to carry high volumes of traffic and provide direct property access where alternatives don't exist. The proposed development will efficiently use the existing and future planned public transit system along Cabana Road East and Holburn Street at the Southwest corner by facilitating the addition of more residents in the area.
The orderly development of safe and healthy communities;	The proposed development is located within an Urban Settlement Area and within an area designated for residential development. The proposed development will have similar building regulations respecting front and side yard setbacks to adjacent dwellings ensuring safe ingress and egress to the lots.
The accessibility for persons with disabilities to all facilities, services and matters to which the Planning Act applies;	Not applicable.

The adequate provision of a full range of housing and, including affordable housing;	The neighbourhood context is developed primarily for Single Unit and Semi-Detached Dwellings. The proposed amendments will facilitate the continued provision of a full range of housing forms including additional dwelling units.
The adequate provision of employment opportunities;	Not applicable.
The resolution of planning conflicts involving public and private interests;	The development has been designed to mitigate impacts on adjacent lands as a result of its built form. Specifically, the building has been designed to be consistent with minimum building regulations respecting height, front and side yard setbacks of the zoning district. The Dwelling will also use similar exterior building material to those dwellings within the vicinity (brick, stucco, siding) and have similar roof lines and parking patterns (side yard parking).
The protection of public health and safety;	The Subject Lands are not located within an area of Natural Hazard or development constraint. The Subject Lands are located +/- 250m east of a railway corridor however they do not abut the railway and are not located in proximity to a rail yard. There are several dwellings existing within the neighbourhood. The Subject Lands are adequately buffered from noise or safety concerns from the railway due to its distance.
The appropriate location of growth and development;	The Subject Lands are not located within an area of development constraint.

The promotion of development that is designed to be sustainable, to support public transit and to be oriented to pedestrians	The proposed development is adjacent to sidewalks and public transit networks. The proposed development is within walking distance to child care centres, commercial plazas, parks, and grocery stores. Cabana Road East is designated as a "Recreationway" in the Official Plan which includes cycling and pedestrian infrastructure to connect to greenways.
The mitigation of greenhouse gas emissions and adaptation to a changing climate.	The development is a form of residential intensification which makes more efficient use of underdeveloped lands and existing infrastructure which further mitigates the impact of greenhouse gas emissions.

In considering a consent, the Planning Act also requires regard to specific criteria listed under section 51 (24). An analysis detailing how the proposal has regard to relevant consent criteria is provided in **Table 6– Criteria for Consents**.

TABLE 6-

Criteria for Consents

Matter of Provincial Interest	Analysis
The effect of development on matters of provincial interest as referred to in s. 2;	The proposed development will have no negative impact on matters of provincial interest as demonstrated in Table 5 of this Report.
Whether the consent is premature or in the public interest;	The area is serviced by infrastructure and a road network that is owned and assumed by the City. The area is designated and zoned for residential development. The proposed Consent will facilitate the creation of more housing options which is required to sustain the City's population and projected growth.

	Therefore the consent is not premature and is in the public interest.
Whether the plan conforms to the official plan and adjacent plans of subdivision if any;	The consent conforms to the permitted uses for residential lands under the City OP as demonstrated in Section 5 if this report.
The suitability of the land for the purposes for which it is to be subdivided;	The proposed severed parcel has been demonstrated to be suitable for its intended purposes (Single Unit Dwelling with ADU) despite reduced lot widths, lot area, and rear yard setbacks.
If any affordable housing units are being proposed;	Additional Dwelling Units are proposed within the Single Unit Dwelling which will contribute to affordability.
The number, width, location and proposed grades and elevations of highways, and the adequacy of them;	The abutting streets are owned and assumed by the city and are in excellent condition.
The dimensions and shapes of the proposed lots;	The proposed consent will correct the irregular shape of the Subject Lands and maintain a more rectangular configuration consistent with the lands directly abutting the south corridor of Cabana Road.
The restrictions or proposed restrictions on the lands proposed to be subdivided or the buildings or structures proposed to be erected on it and the restrictions on adjoining lands;	The proposed consent are not restricted by any natural features or easements. The proposed consent and dwelling will have no restrictions on adjoining lands.
Conservation of natural resources and flood control;	The consent will not affect flood control or conservation efforts.
The adequacy of utilities and municipal services;	The consent is proposed in an area that is fully serviced by adequate municipal infrastructure.

The adequacy of school sites;	There are two operational schools within proximity to the consent including Roseland Public School and Talbot Trail Public School.
The area of land within that is to be conveyed or dedicated for public purposes;	No lands are proposed to be conveyed for public purposes.
The extent to which the plan's design optimizes the available supply, means of supply, efficient use and conservation of energy; and	The proposed consent will utilize the existing supply of energy available to the area and will include additional residences within one building to further reduce the impact of additional infrastructure for energy.
The interrelationship between the design of the proposed consent and site plan control matters relating to any development on the land, if the land is also located within a site plan control area.	Site plan control is not applicable to the consent.

5.2 Provincial Planning Statement, 2024 (PPS, 2024)

The Provincial Planning Statement (PPS, 2024) provides policy direction on matters of provincial interest related to land use planning and development. It is a key part of Ontario's policy-led planning system. Consequently, it sets the policy foundation for regulating the development and use of land province-wide, helping to achieve provincial goals and enhancing the quality of life for all Ontarians (p. 2).

5.2.1 Housing

Section 2.2 of the PPS, 2024 provides for the following policies relevant to the proposed ZBA and Consent:

Policy

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

a) Permitting and facilitating:

1. All types of residential intensification, including the development and redevelopment of underutilized commercial sites 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.

b) *Promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation.*

Analysis

Altus Group Economic Consulting prepared a Multi-Residential Interim Control By-Law Study in 2022 for the City of Windsor to undertake research into determining the appropriate locations for the accommodation of additional residential density in the city. The Report (2022) provided demographic and economic analysis on the factors driving intensification and infill demand in the City to inform planning recommendations for necessary changes to the City's Official Plan and Zoning By-Law to achieve the goal of intensification in existing built-up areas (p. 1).

The Report (2022) estimates that the City will see an increase in housing demand in the next 20 years with total net housing demand for single and semi-detached units forecasted to be 5, 432 (p. iii).

Despite an increase in demand, the Report (2022) finds that the amount of new housing constructed in the city has not increased substantially (p. 42). According to the Report, the City has seen a significant decline in jobs within the City, likely owing to the relative lack of new housing production (p. 43). The Report concludes that adding more housing options in the City of all types can help reduce the need for in-commuters to fill jobs and make the City more attractive to employers (p. 43).

In order to meet the housing demand forecast, the City should ensure more sufficient land is designated and available for development to act as a contingency factor and to ensure there is adequate choice in possible development sites for the entirety of the forecast period (p.43).

The proposed ZBA and Consent, therefore, provides for an appropriate housing option (single unit dwelling with ADU) to meet the needs of current and future residents of the regional market area through *redevelopment* (the creation of new lots, units and uses on previously developed land in existing communities) (PPS, 2024, p. 50). Redevelopment is a form of intensification.

The proposed ZBA and Consent introduces additional housing options to the area and will result in a net increase in residential units.

The ZBA and Consent will facilitate a density/built form which is appropriate for the area's planned infrastructure which is developed for low to medium density. The proposed use will efficiently use land that has access to a municipal local road and services and is within walking distance to transit services, parks and population related commercial services.

5.2.2 General Policies for Settlement Areas

Section 2.3.1 of the PPS, 2024 provides for the following policies relevant to the proposed ZBA:

Policy

*2.3.1.1) Settlement areas **shall** be the focus of growth and development.*

2.3.1.2) Land use patterns within settlement areas <u>should</u> 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.

*2.3.1.3) Planning authorities **shall** support general intensification and redevelopment to support the achievement of complete communities, including by planning for a range and mix of housing options.*

*2.3.1.4) Planning authorities **shall** establish and implement minimum targets for intensification and redevelopment within built-up areas, based on local conditions.*

Analysis

The City of Windsor is a Settlement Area within the definition of the PPS (2024, p.51). Development includes the creation of a new lot (PPS, 2024, p.42). Therefore, the ZBA and Consent proposes development (lot creation) in a settlement area, consistent with the PPS (2024). The proposed ZBA and Consent is a form of intensification through redevelopment. Complete communities are defined in the PPS (2024) as areas within cities and settlement areas that offer and support opportunities for equitable access to many necessities for daily living for people of all ages and abilities including a full range of housing (p. 41). The proposed ZBA and Consent supports the achievement of

complete communities by offering an additional housing options in an area that is limited in its access to a variety of housing options.

Summary

Based on the foregoing analysis, it is my professional opinion that the ZBA is consistent with the Provincial Planning Statement (PPS, 2024).

5.3 City of Windsor Official Plan

The Provincial Planning Statement (PPS, 2024) states that the official plan is the most important vehicle for implementation of the PPS, 2024 and for achieving comprehensive, integrated and long-term planning (p. 2). As such, the purpose of the City of Windsor Official Plan is to provide guidance for the physical development of the municipality over a 20-year period while taking into consideration important social, economic and environmental matters such as where new development can locate and how existing and future neighbourhoods may be strengthened (section 1.2).

5.3.1 Development Strategy

Section 3 of the City Official Plan provides for the following policies relevant to the proposed ZBA and Consent:

Policy

3.2.1.2	*Encouraging a range of housing types will ensure that people have an opportunity to live in their neighbourhoods as they pass through the various stages of their lives. Residents will have a voice in how this new housing fits within their neighbourhood. As the city grows, more housing opportunities will mean less sprawl onto agricultural and natural lands.*
3.2.1.3	*Windsor will keep much of what gives its existing neighbourhoods their character – trees and greenery, heritage structures and spaces, distinctive area identities, parks, and generally low-profile development outside the City Centre. Around the neighbourhood centres, the existing character of the neighbourhood will be retained and enhanced. Newly developing areas will be planned to foster their own unique neighbourhood identities with a mixture of homes, amenities and services.*
3.3.3	*Neighbourhoods are the most basic component of Windsor's urban structure and occupy the greatest proportion of the City. Neighbourhoods are stable, low-to-medium-density residential areas and are comprised of local streets, parks, open spaces, schools, minor institutions and neighbourhood and convenience scale retail services. The three dominant types of dwellings in Windsor's neighbourhoods are single detached, semi-detached and townhouses. The density range for Windsor's*

neighbourhoods is between 20 to 35 units per net hectare. This density range provides for low and some medium-density intensification to occur in existing neighbourhoods. Multiple dwelling buildings with medium and high-densities are encouraged at nodes identified in the Urban Structure Plan.

Analysis

The proposed ZBA and Consent encourages a different range of housing type and arrangement to allow more diversity in the neighbourhood and further reduce urban sprawl.

The proposed ZBA and Consent will maintain the neighbourhood character by proposing Single Unit Dwelling (a form of low-profile housing). The proposed dwelling will maintain the characteristics of the neighbourhood by maintaining the minimum front and side yard setbacks; building massing; exterior building materials; pavement widths, street trees and landscaping; and, parking regulations. These are all character giving elements as defined under the City's Intensification Guidelines (2022).

5.3.2 Healthy Community

Section 4 of the City Official Plan provides for the following policies relevant to the proposed ZBA:

Policy

4.2.1.5	*To encourage a mix of housing types and services to allow people to remain in their neighbourhoods as they age.*
4.2.3.4	*To accommodate the appropriate range and mix of housing.*

Analysis

The proposed ZBA and Consent facilitates a different housing type and arrangement in an area dominated by a Single Unit Dwellings on freehold lots. This housing type has been identified as an appropriate range of housing to accommodate Windsor's future growth in the Altus Report (2022).

5.3.3 Land Use

Section 6 of the City of Windsor's Official Plan provides for the following policies relevant to the proposed ZBA and Consent:

Policy

6.1 Goals

6.1.1 Safe, caring and diverse neighbourhoods.

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

6.1.14 To direct residential intensification to those areas of the City where transportation, municipal services, community facilities and goods and services are readily available.

6.3 Residential

The lands designated as "Residential" on Schedule D: Land Use provide the main locations for housing in Windsor outside of the City Centre Planning District. In order to develop safe, caring and diverse neighbourhoods, opportunities for a broad range of housing types and complementary services and amenities are provided. The following objectives and policies establish the framework for development decisions in Residential areas.

6.3.1 Objectives

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

6.3.1.3 To promote residential redevelopment, infill and intensification initiatives in locations in accordance with this plan.

6.3.2 Policies

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

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

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

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

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

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

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

(iii) within a site of potential or known contamination;

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

(v) adjacent to heritage resources.

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

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

(d) provided with adequate off-street parking;

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

(f) Facilitation a gradual transition from Low Profile residential development to Medium and/or High Profile development and vice versa, where appropriate, in accordance with Design Guidelines approved by Council.

6.3.2.15 Council shall encourage the provision of a variety of housing tenures which recognize the diverse needs of Windsor's residents.

Analysis

The ZBA and Consent promotes a low profile residential development which is complementary in built form and tenure to the existing neighbourhood.

The proposed ZBA and Consent is feasible because it is not located within an area of development constraint; it is adjacent to similar land uses therefore it is not located adjacent to sources of noise, odour, dust or vibration; it is not located within a site of potential or known contamination; traffic generation is not a municipal concern in the area; and, the development is not located adjacent to Heritage resources.

The Subject Lands are not located within a Secondary Plan or Special Policy Area.

The proposed development is compatible with the surrounding area in terms of scale, massing, height, siting, orientation, setbacks, parking and amenity areas as demonstrated in this Report.

Adequate off-street parking which meets the minimum per unit in the Zoning By-Law is provided for both the severed and retained parcel.

The proposed development has access to full municipal services at the street frontage and access to an arterial road for emergency services.

5.3.4 Infrastructure

Section 7 of the City of Windsor Official Plan provides for the following policies relevant to the proposed ZBA and Consent:

Policy
7.1 Goals *In keeping with the Strategic Directions, Council's infrastructure goals are to achieve:* *7.1.2 Optimal use of existing infrastructure.* *7.2 Transportation System* *7.2.1 Objectives* *7.2.1.2 To make efficient use of the existing and planned transportation infrastructure.* *7.2.1.5 To promote a land use pattern, density and mix of uses that reduces vehicle trips and supports alternative transportation modes including public transit.* *7.2.1.6 To integrate land use and transportation considerations at all stages of the planning process.* *7.2.2 General Policies* *7.2.2.5 Council shall promote development patterns that support an increase in walking, cycling and public transportation in accordance with the Land Use and Urban Design chapters of this Plan.* *7.2.2.12 Council shall require adequate off-street parking and loading facilities as a condition of development approval in accordance with the Land Use Chapter of this Plan.* *7.2.6 Road Network Policies* *7.2.6.5 Council will provide for Class II Arterial Roads as follows:* *(b) operational and design characteristics:* *(ii) Class II Arterial Roads shall be designed to carry high volumes of traffic* *(vii) Direct property access will be discouraged where other alternatives exist. Where direct property access is required, the use*

of shared driveways and interconnected on-site circulation systems with adjacent properties may be required to limit the number and spacing of driveways, and where the City may require support studies and additional information to demonstrate the need for additional access.

7.3 Infrastructure

7.3.1 Objectives

7.3.1.3 To maximize and optimize the use of existing infrastructure and corridors prior to the extension and creation of new ones.

7.3.2 General Policies

7.3.2.3 Council shall require all new developments to have full municipal infrastructure available, or agreements in place to provide such infrastructure, as a condition of approving a development proposal.

7.3.3 Infrastructure Provision Policies

7.3.3.1 Council shall encourage the development of existing serviced, underutilized or undeveloped lands within Windsor prior to the extension of municipally owned and/or operated infrastructure to vacant areas within Windsor.

Analysis

The proposed ZBA and Consent optimizes and efficiently uses the servicing that is available on Cabana Road East because the development is proposed as intensification. The proposed development supports an increase in walking, cycling and public transportation because it is located in proximity to transit lines, sidewalks, cycling infrastructure, schools and commercial establishments. Adequate off-street parking has been proposed for the severed and retained parcel.

There are no alternatives to Cabana Road East for direct access to the severed and retained parcels, therefore, separate access from Cabana Road East is required to access the parcels. A shared driveway is not recommended as it will detract from the neighbourhood character. The development does not trigger the need for any extension of services or creation of new ones. The development makes efficient use of the planned transit services in the area by adding more population to the transit line. The severed parcel will have access to full municipal infrastructure. The Subject Lands are serviceable, underutilized and undeveloped. Therefore, their development is encouraged.

5.3.5 Urban Design

Section 8 of the City of Windsor Official Plan provides for the following policies relevant to the proposed ZBA and Consent:

Policy	
8.2.2.7	*Council will ensure that a proposed development or infrastructure undertaking enhances the image of Windsor, its districts and/or its neighbourhoods by complementing and contributing to:* *(a) the activity of the area together with the character, scale, appearance and design features of existing buildings* *(b) the landmarks in the area;* *(c) the consistency and continuity of the area with its surroundings;* *(d) the edges of the area; and* *(e) linkages within, to and from the area* *(f) sustainable design and maintenance.*
8.7 Built Form	
8.7.1 Objectives	
8.7.1.2	*To achieve a complementary design relationship between new and existing development, while accommodating an evolution of urban design styles.*
8.7.1.5	*To enhance the unique character of a district, neighbourhood, prominent building or grouping of buildings.*
8.7.1.7	*To achieve external building designs that reflect high standards of character, appearance, design and sustainable design features.*
8.7.2 Policies	
8.7.2.1	*Council will ensure that the design of new development:* *(a) is complementary to adjacent development in terms of its overall massing, orientation, setback and exterior design, particularly character, scale and appearance;* *(b) provides links with pedestrian, cycle, public transportation and road networks; and* *(c) maintains and enhances valued heritage resources and natural area features and functions.*

(d) Encourages the creation of attractive residential streetscapes through architectural design that reduces the visual dominance of front drive garages, consideration of rear lanes where appropriate, planting of street trees and incorporation of pedestrian scale amenities.

8.7.2.3 *Council will ensure that proposed development within an established neighbourhood is designed to function as an integral and complementary part of that area's existing development pattern by having regard for:*

(a) massing;

(b) building height;

(c) architectural proportion;

(d) volumes of defined space;

(e) lot size;

(f) position relative to the road; and

(g) building area to site area ratios.

(h) the pattern, scale and character of existing development; and,

(i) exterior building appearance

(j) Council adopted Design Guidelines that will assist in the design and review of applications for development in accordance with the policies noted above.

8.11.2.22 *Council will limit the construction of parking spaces in the required front yards of dwellings, in order to protect the aesthetic character of older residential neighbourhoods, ensure the availability of on-street public parking, ensure unhampered pedestrian movement within the public right-of-way and prevent harm to boulevard trees.*

Analysis

The proposed ZBA and Consent enhances the image of the neighbourhood by complementing and contributing to the area because it is similar in land use (residential/Single Unit Dwelling); it proposes similar characteristics in built form and massing as described in this report; and contributes to more use of the existing park system and active transportation system in the area.

The proposed development proposes driveways which are similar in width to adjacent developments and are located along the side yard because it is a characteristic of the neighbourhood.

The proposed development has been designed with regard to the massing, building height, architectural proportion, building area to site area ratios, the pattern, scale and character of existing development; and, exterior building appearance as demonstrated in this Report.

5.3.6 Procedures

Section 10 of the City of Windsor Official Plan provides for the following policies relevant to the proposed ZBA and Consent:

Policy	
10.6	*Public Participation* *Individuals and organizations must be made aware of various development and related infrastructure proposals and be given the opportunity to express their views on such matters. The following public participation policies are intended to ensure public access to relevant information, provide opportunities for public involvement well in advance of decision formulation.*
10.6.1	*The opinions and advice of the public will be sought as a part of the decision-making process. The community engagement process will be transparent, accessible and inclusive.*
10.6.2	*The City will ensure the public is notified on development applications in accordance with relevant provincial legislation and municipal policies. Where persons, groups or corporations regularly communicate with the City through email, the City may use email rather than postal mail. The City will adopt standards for posting of development application signs to be placed on properties where development applications have been proposed.*
10.6.3	*The City will provide interested parties affected by a development proposal with the information necessary to understand the nature of*

the proposal. In addition to providing hard copies of documents in the Planning Department, the City will ensure that digital copies of documents area available on the City's website.

10.6.4 Within 15 days after an affirmative notice of acceptance of a complete application is provided for applications made under the Planning Act requiring public notice, the City will provide a Notice of Application to the persons and public bodies prescribed under the Planning Act, and make the required information and material available to the public.

10.6.5 Council may consider using a variety of public participation techniques for development proposals issues having a broad scope such as Secondary Plans, Official Plan Amendments and large subdivisions including, but not limited to, open houses, public displays, area meetings, newspaper notices, signage, internet-based tools, city website and social media.

10.6.6 The applicant may be required to host an open house as part of the Stage 2 planning consultation process and produce an Open House Report summarizing the results of the open house. The purpose of the open house is to provide opportunity for consultation by the applicant with the area residents/property owners who may be impacted by the proposal before the application is deemed to be complete. The required open house:

A) Will be hosted by the applicant and will be provided at the applicant's expense. The City will provide mailing labels;

b) Should be held at a location that is accessible to the public and may be accessed by walking, bicycling and public transit and should be located within 1km of the Subject Site, when practical. The location should be in a structure that meets or exceeds the requirements of the Accessibility for Ontarians

with Disabilities Act. In addition, virtual attendance shall be enabled;

c) Should be comprised of the following components:

i. Notice to the area residents/property owners and Ward Councillor which contains sufficient information as determined by the City Planner;

ii. Attendance of assigned municipal staff as determined by the City Planner. The assigned Planner will be responsible for notifying staff;

iii. Display boards which provide the primary details of the application together with sufficient information as determined by the City Planner; iv. Copies of any reports or studies that have been prepared as part of the application; and

iv. The availability of the applicant or the applicant's agent to answer any questions that the public may have about the application.

d) The required Open House Report shall be comprised of:

i. A summary of the results of the open house including issues raised and responses provided;

ii. A copy of the Notice provided;

iii. A copy of any presentation(s) and graphics;

iv. A copy of written questions from the public and written responses to these questions by the applicant; and

v. A copy of the attendee sign in sheet and list of persons who attended virtually.

10.6.7 Engagement with First Nations will take place as part of a development application or detailed planning study. Engagement will be the

responsibility of the proponent in consultation with the City and at the cost of the applicant.

Analysis

An Open House was held on Wednesday August 20, 2025. An Open House Report has been provided under **Section 4** and the Notice and presentation materials have been attached as **Appendix E**.

5.3.7 Tools

Section 11 of the City of Windsor Official Plan provides for the following policies relevant to the proposed ZBA and Consent:

Policy

11.4 Subdivisions and Consents

Land may be subdivided through the subdivision or consent process in accordance with the Planning Act. Both of these processes influence the pattern of development within a city including the desired street and lot layout, the location of parks and community facilities and the provision of infrastructure necessary for development.

11.4.1.1 To ensure the efficient creation of subdivisions and new lots.

11.4.3 Consent Policies

11.4.3.2 Without limiting the relevant provisions of the Planning Act, Consents may only be granted where completing a subdivision process is deemed not to be necessary to ensure the proper and orderly development of the subject lands […] Consent may be used for lot creation and in the following circumstances;

a) small scale infilling and development that is compatible with the neighbourhood;

d) there is no need to extend or improve municipal services outside of the Subject Lands;

e) where there is no phasing of the development.

11.4.3.3 *Consent shall only be granted for lot that comply with the official plan and zoning by-law.*

11.4.3.4 *Consent shall only be granted for lots that will have access to a public road that meets municipal standards for construction.*

11.4.3.5 *All new lots created by consent shall be serviced by municipal sanitary sewer and water services and provide for stormwater management.*

11.4.3.6 *Without limiting the relevant provisions of the Planning Act, the approval authority shall evaluate applications for consent in the same manner as an application for plan of subdivision, including;*

a) Provincial legislation, provincial policies and applicable provincial guidelines;

b) Conformity with the policies of this Plan, Volume II: Secondary Plans and Special Policy Areas and other relevant municipal standards and guidelines;

c) Conformity with the recommendations of any support studies prepared as part of the application;

e) The continuation of an orderly development pattern and the lot pattern in the neighbourhood;

f) Impact of the development on adjacent properties and the lot pattern and density in the community; and

g) The requirements or comments of Municipal departments and public agencies or authorities.

11.4.3.7 The approval authority may attach such conditions as it deems appropriate to the approval of a consent. Such conditions may include, but are not limited to, the following:

a) The fulfillment of any financial requirement to the City;

b) The conveyance of lands for public open space purposes or payments-in-lieu thereof in accordance with the Open Space policies of this Plan;

c) The conveyance of lands for public highways or widenings as may be required;

d) The conveyance of appropriate easements;

e) The provision of municipal infrastructure or other services;

f) The completion of a development or servicing agreement with the City if required; and

g) Other such matters as the approval authority considers necessary and/or appropriate.

11.6.3 Zoning By-law Amendment Policies

11.6.3.1 All amendments to the Zoning By-law(s) shall conform with this Plan. The Municipality will, on each occasion of approval of a change to the zoning by-law(s), specify that conformity with the Official Plan is maintained or that the change will be in conformity upon the coming into effect of an amendment to the Official Plan.

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

(a) The relevant evaluation criteria contained in the Land Use Chapter of this Plan, Volume II: Secondary Plans & Special Policy Areas and other relevant standards and guidelines;

(b) Relevant support studies;

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

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

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

Analysis

The proposed consent is a form of small-scale infilling. It has been demonstrated in this Report that the proposed development is compatible with the neighbourhood. The consent does not require the extension of municipal services and will be serviced by existing municipal water, sanitary and stormwater infrastructure along Cabana Road East. The proposed development will not require phasing. The consent and development is proposed along a Class II Arterial road that is owned and assumed by the City. This Report has demonstrated the ZBA and Consent's conformity with the Official Plan. Adoption of the ZBA for reductions in lot width, lot area, landscape open space, and minimum rear yard depth will bring the consent in conformity with the Zoning By-law.

This Report has demonstrated the Consent's consistency with the Planning Act and Provincial Planning Statement (PPS, 2024). The consent will adjust the irregular shape of the Subject Lands and have the effect of creating two (2) rectangular shaped lots that follow similar grid patterns as the abutting lots along Cabana Road East (south side). The Consent and proposed development will have no impact on adjacent lands or the lot pattern or density in the neighbourhood as demonstrated in this Report. The Consent has had regard to the requirements and comments of municipal departments and agencies and public agencies or authorities as outlined in the Stage 1 Planning

Consultation. Specifically, concerns regarding tree preservation have been addressed through the completion of a tree inventory and detailed site plan which has demonstrated that the existing tree within the municipal right of way will not be impacted by development. Only one (1) tree is proposed to be removed from the “retained parcel” to accommodate a new driveway, however, the width of the driveway may be reduced to salvage the tree. An existing hedgerow has been identified as being in poor condition. Consequently, the hedgerow will be removed to accommodate the new dwelling. No supporting information was requested from Transportation Planning or Development Engineering and all parking spaces will comply with the Zoning By-law. This Report has addressed all land use planning matters specified in the Stage 1 Planning Consultation. No amendment to the Official Plan is required because the proposed use is permitted in the respective land use designation.

This Report has had consideration for relevant standards and guidelines, namely, the City of Windsor Intensification Guidelines (2022). No Secondary Plan or Special Policy Area policies are relevant to the Subject Lands.

This Report has demonstrated the ZBA and Consent’s consistency with the Provincial Planning Statement (2024) and has had regard to matters of provincial interest under the Planning Act and matters to consider for consent under subsection 51(24) of the Planning Act.

This ZBA and Consent has regard to comments received from the Public as part of the Open House.

The proposed development will be similar in use to the adjacent properties (residential) and has considered impact of the reduction in lot area, lot width, landscape open space and rear yard setbacks on the development on the neighbouring properties. The development has been designed to be compatible in building and lot regulations, massing, and building materials to the neighbouring dwellings.

Summary

Based on the foregoing analysis, it is my professional opinion that the ZBA and Consent conforms with the City of Windsor Official Plan.

5.4 City of Windsor Community Strategic Plan

Windsor's Community Strategic Plan was adopted by City Council in 2007. It includes pillars and objectives which relate to a Diverse and Caring Society. The objectives of this Pillar include the creation of complete neighbourhoods. Specifically, the Community Strategic Plan, in creating complete neighbourhoods, encourages the development of quality neighbourhoods that are well integrated with shopping, workplaces, recreation, and makes sure that those who need assistance have decent and convenient places to live.

The proposed ZBA and Consent meets the vision and mission of the Community Strategic Plan by offering diverse housing options in proximity to population related commercial uses, parks, and transit services contributing to the creation of a complete community.

6.0 Proposed Zoning By-Law Amendment

The Subject Lands are zoned 'Residential District 1.4' (RD1.4) Zone in accordance with Map 13 of Zoning By-Law 8600.

Amendments to Zoning By-Law 8600 for the Subject Lands are required to facilitate the creation of one (1) new residential parcel for the construction of one (1) new *Single Unit Dwelling* with a total of two (2) *Dwelling Units*.

The following actions are required to facilitate the ZBA and Consent:

Add the following under Section 20 (1) -Site Specific Provisions:

For the lands comprising Lot 35 on Plan 1552, situated on the south side of Cabana Road East, just east of Holburn Street and municipally known as 825 Cabana Road East, as more particularly described in Schedule 'A' to By-law No. XX, the following lot and building regulations shall apply to a parcel created by consent for the purpose of a Single Unit Dwelling:

1. The minimum lot width for the severed parcel shall be 9.48 m.
2. The minimum lot area for the severed parcel shall be 297.6 sqm2.
3. The maximum area of the required front yard occupied by a hard surface for the purpose of a walkway, driveway, access area or a parking space or any combination thereof for the severed parcel shall be 53%.

4. The minimum rear yard for a Single Unit Dwelling on the severed parcel shall be 6.34m.
5. The minimum lot width for the retained parcel shall be 17.45 m.

Table 6 and **Table 7** provides an overview of how the proposed Zoning regulations comply with the Provincial Planning Statement (2024) and the City of Windsor Official Plan.

The following definitions are relevant to the proposed development:

- *Building Height* is defined as the vertical distance in metres between the grade and the midpoint between the lowest eaves and the highest point of the roof.
- *Dwelling Unit* is defined as a unit that consists of a self-contained set of rooms located in a building or structure, that is used or intended for use as residential premises, and that contains kitchen and bathroom facilities that are intended for the use of the unit only.
- *Lot Area* is defined as the total land area in square metres, as measured along a horizontal plane, within the lot lines of a lot, excluding any part of a lot permanently covered by water.
- *Lot Width* is defined as the perpendicular distance in metres between the side lot lines. Where the side lot lines are not parallel, the lot width shall be the average distance in metres between the side lot lines.
- *Rear Yard* is defined as a yard extending across the full width of a lot between the rear lot line or the intersection of the side lot lines, and the nearest wall of a main building on such lot (*A "Yard" is an open space that is unoccupied and unobstructed from ground to sky except for any encroachments not prohibited by the Zoning By-law, and located on the same lot as a building*).
- *Single Unit Dwelling* is defined as one (1) dwelling having one (1) dwelling unit or, where permitted by section 5.99.80, one dwelling having two (2) dwelling units.

Where a regulation is "required", it is mandated by the Zoning By-law. "Minimum" is interpreted as being "not less than" (s. 3.10).

Table 6-

Zoning By-Law Compliance (RD1.4)

Regulation	Required	Proposed	Compliance
RESIDENTIAL DISTRICT 1.4 (RD1.4) ZONE			
Permitted Use	One *Single Unit Dwelling*	One *Single Unit Dwelling*	**Complies.**
Minimum Lot Width	18.0m	9.48 m (severed parcel) 17.45 m (retained parcel)	**Amendment Required.** As discussed in this Report, lot widths are character giving elements but streets that display the most diversity in terms of lot width are not negative in terms of character because they can accommodate a variety of housing types and forms. To maintain this positive attribute, the proposed development has been demonstrated to be appropriate for the site and within the context of the surrounding built form.
Minimum Lot Area	540.0m2	297.6 m2 (severed parcel)	**Amendment Required.** As discussed in this Report, lot area is a character giving elements but streets that display the most diversity in terms of lot area

			are not negative in terms of character because they can accommodate a variety of housing types and forms. To maintain this positive attribute, the proposed development has been demonstrated to be appropriate for the site and within the context of the surrounding built form.
Maximum Lot Coverage	45%	39% (severed parcel) 8.9% (retained parcel)	**Complies.**
Maximum Main Building Height	9.0m	8m (severed parcel)	**Complies.**
Minimum Front Yard Depth	6.0m	6 m (severed parcel)	**Complies.**
Minimum Rear Yard Depth	7.5m	6.34 m (severed parcel)	**Amendment Required.** The severed parcel will be buffered from adjacent dwellings with a privacy fence. There is 44m of rear yard depth on the abutting parcel to the west. The rear wall of the proposed dwelling will not exceed the rear wall of the

			adjacent dwelling to the east. No balconies are proposed along the rear building wall or side walls.
Minimum Side Yard Width	1.2m	1.22m (severed parcel) 1.28m (retained parcel)	**Complies.**
Maximum Gross Floor Area -Main Building	400m2	331 sqm (severed parcel)	**Complies.**

Table 7-

Zoning By-Law Compliance (Other Standards)

Regulation	Required	Proposed	Compliance
Other Standards			
Subsection 24.20.5 (Required Parking Spaces)	1 parking space for each Single-*Unit Dwelling and first ADU*	2 (severed parcel) 2 (retained parcel)	**Complies.** **Complies.**
Subsection 24.20.10 (Size of Parking Space)	Each parking space shall have a minimum of length of 5.5m and a minimum width of 2.5m, except where one side of the parking space is flanked by a wall or	2.5m x 5.5m for surface parking space (severed parcel) 3m x 6.1m for surface parking space (retained parcel)	**Complies.** **Complies.**

	fence, each parking space shall have a minimum length of 5.5m and a minimum width of 3.5m.		
Subsection 24.26.4 (Location of Parking Spaces)	.4 A parking space is permitted in a required rear or side yard. .5 A parking space is prohibited in a required front yard or required landscape open space yard except on a lot occupied by a Single Unit Dwelling.	Parking is proposed in side yard for severed and retained parcel Severed and Retained Parcel will be occupied by Single Unit Dwelling	**Complies** **Complies**
Subsection 24.28.1.3.1 (Front Yard Paving and Surfacing in Residential Districts)	For a single-unit dwelling […] the total area of the required front yard occupied by a hard surface for the purpose of a walkway, driveway, access area or a parking space or any combination thereof cannot exceed: .1 for a lot having a width of 9m or greater: 50% of the required front yard area. .5 all driveways, access area, and parking areas shall be paved and maintained with a hard surface	53% (severed parcel) 33% (retained parcel) Concrete/Asphalt driveway (severed and retained parcel)	**Amendment Required.** This is a slight variation in the hard surface despite the reduction in lot width and lot area. The front yard will continue to maintain a landscape open space. **Complies.** **Complies.**

	consisting of paving brick or block, asphalt, concrete or any combination thereof.		

7.0 Summary

It is the professional opinion of the undersigned that the application for Zoning By-Law Amendment (ZBA) and Consent to Sever has regard to matters of Provincial Interest and the criteria for consents as outlined under section 2 and subsection 51(24) of the Planning Act; is consistent with the Provincial Planning Statement (2024); conforms to the City of Windsor Official Plan; has regard to applicable City Guidelines and Strategic Plans; and, represents good planning.

Despite reductions in lot area and lot width that are greater than 20% of the By-law regulation, it has been demonstrated that the ZBA and Consent will not have the impact of increasing the building envelope for the main building on the severed parcel, and that a dwelling with less than the maximum allowable Gross Floor Area (GFA) can be comfortably accommodated on the severed parcel with no impact on on-street parking or privacy concerns.

It has been established that there is no consistent lotting pattern or architectural type for lands within 150m of the Subject Lands. The ZBA and Consent propose development for low profile residential uses- the established character of the area. The ZBA and Consent will not have the effect of increasing the scale of allowable density in the area per lot or the scale of the permitted dwelling type. The ZBA and Consent will maintain the Single Unit profile for lots along the blockface, being the south side of Cabana Road East. The ZBA and Consent will correct the irregular shape of the Subject Lands to create two (2) rectangular shaped lots that follow the established grid pattern. Therefore, the proposed ZBA will not cumulatively have an impact on the character or blockface of the area.

The ZBA and Consent propose development (lot area, lot width, landscape open space, rear yard) that may not necessarily be the same or similar to the existing lots in the vicinity, but, nonetheless, enhance the established area as a form of residential infill and can coexist with existing development without causing any undue adverse impact on

surrounding properties due to its low-profile residential character. Therefore, the proposed ZBA and Consent is an excellent example of compatible development.

7.1 Good Planning

Good Planning is guided by public interest and results in well-planned and enjoyable communities that have the amenities people need. These communities contribute to well-being and long-term societal goals such as housing affordability.

The ZBA and Consent to Sever is guided by public Interest by proposing an appropriate range of housing and housing arrangement that has been determined to be required to meet the current and future needs of the regional housing market and appropriate for the planned use of the area.

The adverse impacts of the ZBA and Consent to Sever have been determined, through public consultation, to be mainly tied to the addition of dwelling units (intensification). The ZBA and Consent responds to this planning conflict by designing the dwelling to incorporate similar building regulations resulting in even spacing and relative setbacks from streets; appropriate on-site parking facilities; and, similar building massing and materials to those dwellings within the vicinity (Cabana Road East, Holburn Street, and Lounsborough).

The proposed ZBA and Consent responds to concerns regarding flooding by maintaining the maximum lot coverage and maximum Gross Floor Area (GFA) requirements of the zoning by-law and maintains front yard landscaping which have direct impacts on mitigating flooding concerns. To further reduce the impacts from intensification, the applicant has proposed to buffer the development in the form of fencing.

The proposed ZBA and Consent facilitates the adequate provision of housing and resolves planning conflicts involving public and private interests. The proposed ZBA and Consent has no impact on other matters of provincial interest such as the protection of ecological systems, agricultural resources, or cultural resources. The proposed ZBA and Consent efficiently uses infrastructure, is proposed in an appropriate location for growth and development, promotes a well-designed built form, and is therefore, good planning.

8.0 Conclusions

The application should be approved for the following reasons:

- **The application has regard to matters of Provincial Interest and Criteria for Consent, as required under Section 2 and Section 51(24) of the Planning Act.**
- **The application is consistent with the Provincial Planning Statement (PPS, 2024).**
- **The application conforms with the City of Windsor Official Plan.**
- **The application is an excellent example of residential intensification through redevelopment of an underutilized residential site in a fully serviced Settlement Area.**
- **The application will allow for the provision of a new housing type and arrangement, specifically, One (1) Single Unit Dwelling with ADU for a total of two (2) units, without any undue adverse impacts on the neighbourhood.**
- **The application will facilitate the construction of a variety of housing that is required to meet the current and future needs of the City of Windsor and is in the public interest.**

Respectfully submitted,

Rita Jabbour, RPP, MSc, BA
Registered Professional Planner
RJ PLANNER
T: 519-322-7974
E: info@rjplanner.com

Appendix A –

Stage 1 Planning Consultation Letter

September 20, 2024

Applicant:

1000593576 Ontario Inc/Mohammad Alhammoud
825 Cabana Rd E
Windsor, ON N9G 1A8
alhammoudholdings@gmail.com

Re: PLANNING CONSULTATION FOR ZONING BY-LAW AMENDMENT (ZBA) AND CONSENT TO SEVER

APPLICANT: 1000593576 Ontario Inc/Mohammad Alhammoud
AGENT: **n/a**
FILE NO: **PC-093/24**
LOCATION: **825 Cabana Rd E**
ROLL NO: **3739-080-200-00202**

OFFICIAL PLAN DESIGNATIONS:

"Residential" on Schedule D: Land Use as per the City of Windsor Official Plan.

ZONING OF THE SUBJECT LAND:

Residential 1.4 District (RD1.4) as per Zoning By-law 8600.

PROPOSED AMENDMENT/DEVELOPMENT:

The subject property is designated Residential on the Official Plan Schedule D: Land Use and zoned Residential District RD1.4 (RD1.4) by Zoning Bylaw 8600 (ZDM_13).

The applicant is proposing to construct a single unit dwelling on a significantly undersized lot to be created via subsequent application for consent. The proposed severed lot presents reduced minimum lot width, minimum lot area, and the retained lot presents reduced side yard. The proposed lot width is 50% of the required lot width.

Section 10.4.5.1 – minimum lot width

By Law Requirements	Proposed
18m	9.14m * (approximate dimension not shown in the drawing)

*LOT WIDTH means the perpendicular distance in metres between the side lot lines. Where the side lot lines are not parallel, the lot width shall be the average distance in metres between the side lot

lines

Section 10.4.5.2 - minimum lot area

By Law Requirements	Proposed
540 sqm	300.6 sqm

Section 10.3.5.3 – minimum side yard width (retained)

By Law Requirements	Proposed
1.2 m	.6 m

The proposed reductions are significant and inconsistent with existing lots within the Block (i.e. lots on the south side of Cabana Road). The subject property is located within a block characterized by sizable lots with considerable lot width, area, and side yards. The proposed zoning by-law amendment and consent will create a lot inconsistent with the existing development pattern and does not comply
with the requirements of the zoning district. To be noted that the dwellings across the road mentioned in the application are semi-detached dwellings and different zoning provisions apply.

The City of Windsor Official Plan, Section 11.4.3.6 (b,c,f), Evaluation Criteria, outlines the criteria for consent applications and includes assessing the physical layout of the proposed lots while considering the urban design policies.

Furthermore, Chapter 8 of the City of Windsor Official Plan, Section 8.7.2.3, Infill Development, provides design guidance for infill development within established neighbourhoods including maintaining existing neighbourhood's pattern and character. These policies are designed to ensure that infill development is compatible with the surrounding context, particularly in terms of lot size, building area to site area ratios, and the established development scale and pattern. The proposed development is not compliant with the infill policies.

Therefore, Planning Staff does not support the Zoning Bylaw Amendment (ZBA) for significant reduced site-specific provisions and does not support a consent to sever application not compliant with design guidance for infill development withing established neighbourhoods.

The proposed amendment/development is considered **NOT VIABLE** for the reasons set out above.

If your decision is to proceed, please note that if the applications are not approved, the fees are not to be reimbursed.

Planning Consultation: Stage One

The Planning Consultation Stage One process is now complete for the proposed Zoning By-law amendment. This application represents the first of a two-step consultation process that has been approved by City Council. The development concept has been circulated to departments to determine what information and supporting technical information will be needed to address various municipal requirements and/or mitigate potential impacts.

The applicant will be required to complete the application requirements outlined in this letter to move forward with the stage two consultation process.

Planning Consultation: Stage Two

The Planning Consultation Stage Two process will require applicants to submit all the documentation, drawings and support studies outlined in this letter. Stage Two will provide an initial evaluation of supporting documents to determine conformity to the City's plans, policies, standards, and guidelines, potentially including preliminary peer reviews.

Additional or amended Supporting Technical Studies may be determined necessary prior to formal application submission. The applicant/agent will be contacted to discuss any changes, if required, to any of the information submitted. Once it has been determined that all required information has been reviewed and deemed acceptable, the Planning Department staff will then prepare a letter for the applicant/agent to inform them of the next steps to be followed to submit a complete application under the Planning Act.

A. APPLICATION TYPE AND REQUIRED APPLICATION FEE:

Application forms are available at the City of Windsor Applications/Fees Page. Read the application forms in full before completing them. Fees are current and are subject to change. Verify fees before submitting your application.

1) **Planning Consultation Stage Two:** The application fee represents fifty percent (50 %) or $2,298.50 of the cost of the required Zoning by-law amendment application. A Planning Consultation Stage Two application form is attached to this letter. The application is to be accompanied by supporting documents for review.

2) **Minor Zoning By-law Amendment (ZBA):** The application fee represents the remaining fifty percent (50%) or $2,298.50 of the cost of the zoning by-law amendment fee. A zoning by-law amendment application will begin after the Planning Consultation Stage Two is deemed complete. Please read the application in full prior to submission.

B. REQUIRED SUPPORTING STUDIES OR INFORMATION:

1. **Conceptual Site Plans** – The plan should show proposed buildings, elevations, floor plans, new right-of-way(s), dimensions for retained and severed lots including side yards, and parking areas on the subject parcel. *All dimensions shall be in metric.*

2. **Application forms - Standard** requirements as indicated in the Application for Zoning By-law Amendment (Sections 2, 8 and 11)

3. **Topographic Survey -** Include in all application forms.

4. **Deed or Offer to Purchase.**

5. **Tree Inventory -** Forestry requires a detailed tree inventory for all live trees over 10cm DBH on the lot. The inventory should identify ownership and provide sub-meter accuracy GPS location, species, diameter (DBH) and condition for each tree. Indication should be made for each tree if it is to be preserved & protected or removed during development. A qualified, Arborist, Urban Forester or Landscape Architect should conduct the tree survey. Please contact Yemi Adeyeye City Forester with City of Windsor at yadeyeye@citywindsor.ca or 519-253-2300 x-2760.

6. **Open House Summary** – The purpose of the open house is to provide opportunity for consultation by the applicant with the area residents/property owners who will be impacted by the proposal. Please provide a list of attendees and a summary of concerns/discussion/answers. You may want to retain a

planner to help with the open house, summary, and answering questions. For the notification area and a list of impacted properties, please see attached.

To be noted that the Administration will be at the open house to observe only.

7. **Planning Rationale Report (Scoped)** - The purpose of the Planning Rationale Report is to provide a framework for an applicant seeking development approval to explain details of the application and provide supporting reasons why the proposal should be considered and approved. This document is also intended to assist staff with their review and processing responsibilities (Refer to Section 10.2.13 of the Official Plan for guidelines on this report).

The Planning Rationale Report shall **need only** to address the following study components of Section 10.2.13 of the Official Plan:

- (a) Include a description of the proposal and the approvals required;
- (b) Describe the site's previous development approval history;
- (c) Describe major physical features or attributes of the site including current land uses(s) and surrounding land uses and contextual considerations;
- (d) Describe whether the proposal is consistent with the provincial policy statements issued under the Planning Act;
- (e) Describe the way in which relevant Official Plan policies will be addressed, including both general policies and site-specific land use designations and policies;
- (f) Describe whether the proposal addresses the Community Strategic Plan;
- (g) Describe the suitability of the site and indicate reasons why the proposal is appropriate for this site and will function well to meet the needs of the intended future users;
- (h) Provide an analysis of the compatibility of the design and massing of the proposed developments and land use designations;
- (i) Provide an analysis and opinion as to why the proposal represents good planning, including the details of any methods that are used to mitigate potential negative impacts;
- (j) Describe the impact on the natural environment;
- (k) Describe the impact on municipal services;
- (l) Describe how the proposal will affect the social and/or economic conditions using demographic information and current trends;
- (m) Describe how the proposal addresses the City of Windsor Intensification Guidelines; and,
- (n) Describe areas of compliance and non-compliance with the Zoning By-law.

    - Zoning By-law 8600 shall be read in its entirety.

        - Special attention should be paid to the following Sections:

            - Section 3 - Definitions
            - Section 5 - General Provisions
            - Section 20 - Specific Zoning Exceptions in Certain Areas (Review Zoning District Map)
            - Section 24 - Parking, Loading and Stacking Provisions
            - Section 25 - Parking Area Regulations (applies to a parking area containing five or more parking spaces)

Planning Rationale Report shall be prepared by a registered professional planner.

C. NOTES TO APPLICANT

The following departments and agencies provided comments and/or information. Please refer to Appendix A for detailed comments.

D. CONCLUSION:

The proposed zoning by-law amendment and subsequent consent would create an undersized lot that is inconsistent with the existing development pattern and does not comply with the policies for infill development of the Official Plan. Should you wish to continue with the proposal it is recommended that it be modified to conform with the Official Plan policies outlined in this letter.

The Planning Consultation Stage One process has been completed. This stage one consultation letter will expire on **September 30, 2025**. For this specific proposal, we have provided comments identifying required application, information, and reports (Planning Rationale Report, Open House Summary, Tree Inventory).

Should you consider any additional changes to the proposed plan please contact the Planning Department at your earliest convenience to ensure that the changes do not impact the information provided in this letter and/or the required supporting studies/information. Administration reserves the right to request additional information in the future. Additional information may be requested by the Development and Heritage Standing Committee (DHSC) or City Council prior to a final decision being rendered.

If you have any questions regarding the content of this letter or the planning process in general, please contact Simona Simion by email at ssimion@citywindsor.ca or (519) 255-6543 x 6449.

Sincerely,

Simona Simion, MCIP RPP
Planner III – Economic Development Planner (Acting)

SS/nm

APPENDIX A – 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 closest existing bus stop to this property is located on Provincial at Cabana Northwest Corner. This bus stop is approximately 410 metres from this property falling outside of Transit Windsor's 400 metre walking distance guidelines to a bus stop. There are two new routes that will replace the South Windsor 7 as part of Transit Windsor's City Council approved Transit Master Plan. They are a new secondary route and a new local route. There is a proposed bus stop on Cabana at Holburn Southeast Corner that would provide direct transit access to this property. This is subject to change and pending City Council approved operating budgets.

DEVELOPMENT ENGINEERING – JUAN PARAMO

☒	NO SUPPORTING INFORMATION REQUIRED

PLANNING POLICY – FRANK GARARDO
Plan Schedules:

Schedule 'A' - Planning Districts & Policy Areas - "Roseland"
Schedule 'A-1' – Special Policy Areas – N/A
Schedule 'B' – Greenway System – Cabana Road East is designated as a "proposed recreationway"
Schedule 'C' – Development Constraint Areas – N/A
Schedule 'C-1' – Development Constraint Areas: Archaeological Potential – Designated within "Low Archaeological Potential"
Schedule 'D' – Land Use – "Residential"
Schedule 'E' - City Centre Planning District – N/A
Schedule 'F' - Roads & Bikeways - Cabana Road East is designated as a Class II Arterial
Schedule 'F-1' – Railways/Rail Corridors and Railyards –located to the East (+/- 250m)
Schedule 'G' - Civic Image – N/A
Schedule 'H' - Baseplan Development Phasing – N/A
Schedule 'J' - Urban Structure Plan – N/A

DEVELOPMENT PLANNING

The following policies are applicable. The proposal does not comply with these policies.

Chapter 8 of the Official Plan, Section 8.7.2.3, provides design guidance for infill development within established neighbourhoods. See Section Below:
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:

(e) lot size;
(g) building area to site area ratios;
(h) the pattern, scale and character of existing development;

11.4.3.6 The Committee of Adjustment will evaluate consent applications according to the following criteria:

(a) Provincial legislation, policies and applicable guidelines;

(b) The physical layout of the proposed lots having regard to the Urban Design policies of this Plan, Volume II: Secondary Plans & Special Policy Areas and other relevant standards and guidelines;
(c) The continuation of an orderly development pattern;
(d) Impact upon the comprehensive development of adjacent properties;
(e) The requirements or comments of Municipal departments and public agencies or authorities; and
(f) Previous consents granted on the land holdings on or in the area.

TRANSPORTATION PLANNING – ELARA MEHRILOU

☒	NO SUPPORTING INFORMATION REQUIRED (All parking must comply with ZBL 8600 for severed lot and retained lot)

FORESTRY – YEMI ADEYEYE

There is one (1) City tree on this lot, a small cedar, at the end of a row of cedars along the WEST edge of the proposed new lot. There is one large Private tree and numerous smaller, private, cedar trees in the row along the WEST edge of the lot.
Due to the small width of this proposed lot, it is expected that none of these trees would survive any potential construction on the lot. The disturbances will be within the critical root zone of the trees. Without an adequate tree root protection zone in place, the tree will have to be removed.
Forestry will require detailed site plans that show adequate Tree Root protection zones for each tree if they are to be preserved on-site through the development process. Details regarding the protection area required and type of fencing for Tree Root zones can be provided by Forestry.
If the trees are NOT to be preserved through the development process, and a request is made that specific trees be removed, the Removal & Canopy Replacement cost will be calculated based on a Diameter-for-Diameter replacement ratio for both City owned and private trees.
The developer is requested to provide a detailed tree inventory for all live trees over 10cm DBH on the lot. The inventory should identify ownership and provide sub-meter accuracy GPS location, species, diameter (DBH) and condition for each tree. Indication should be made for each tree if it is to be preserved & protected or removed during development. A qualified, Arborist, Urban Forester or Landscape Architect should conduct the tree survey.
It should also be noted that the lot proposed for severance serves as the driveway/parking for the existing residence at 835. Following a possible severance at 835, it is foreseeable that application will be made for a new driveway access at 835. Any new driveway at 835 would likely result in at least one more large tree removed.
Forestry requests the opportunity to review landscape plans for this development in order to provide suggestions for tree planting opportunities and tree species selections if warranted.

NATURAL AREAS – KAREN ALEXANDER

No destroying active bird nests (Migratory Bird Act)

ENWIN

HYDRO ENGINEERING: **Nillavon Balachandran**
No objection.

Prior to working in these areas, we suggest notifying your contractor and referring to the Occupational Health and Safety Act and Regulations for Construction Projects to confirm clearance requirements during construction and demolition. Also, we suggest referring to the Ontario Building Code for required clearances for New Building Construction.

WATER ENGINEERING: **Bruce Ogg**
ENWIN Water has no objections.

Appendix B –

Required Support Studies

SITE PLAN on part of LOT 35, REG'D. PLAN 1552

IN THE

CITY of WINDSOR (Mun. No 825 Cabana Road)

SCALE 1 : 250 (1"= 20')
DATE – JULY 28, 2025
REVISED DATE – SEPTEMBER 30, 2025
REVISED DATE – MARCH 13, 2026

NOTES

AREA OF FRONT YARD = 242.47 SQ. M. (2610 SQ. FT.)
AREA OF OPEN GREEN SPACE = 170.01 SQ. M. (1830 SQ. FT.)
COVERAGE = 70.11%
AREA OF DRIVEWAY & PARKING = 72.46 SQ. M. (780.0 SQ. FT.)
COVERAGE = 29.89%

NOTES

AREA OF LOT = 1182.37 SQ. M.
(12727 SQ. FT.)
AREA OF DWELLING = 106.0 SQ. M.
COVERAGE = 8.97 %
AREA OF OPEN GREEN SPACE = 989.78 SQ. M.
COVERAGE = 83.71 %

NOTES

AREA OF FRONT YARD = 73.45 SQ. M. (790.6 SQ. FT.)
AREA OF PARKING = 27.42 SQ. M. (295.2 SQ. FT.)
COVERAGE = 37.34 %

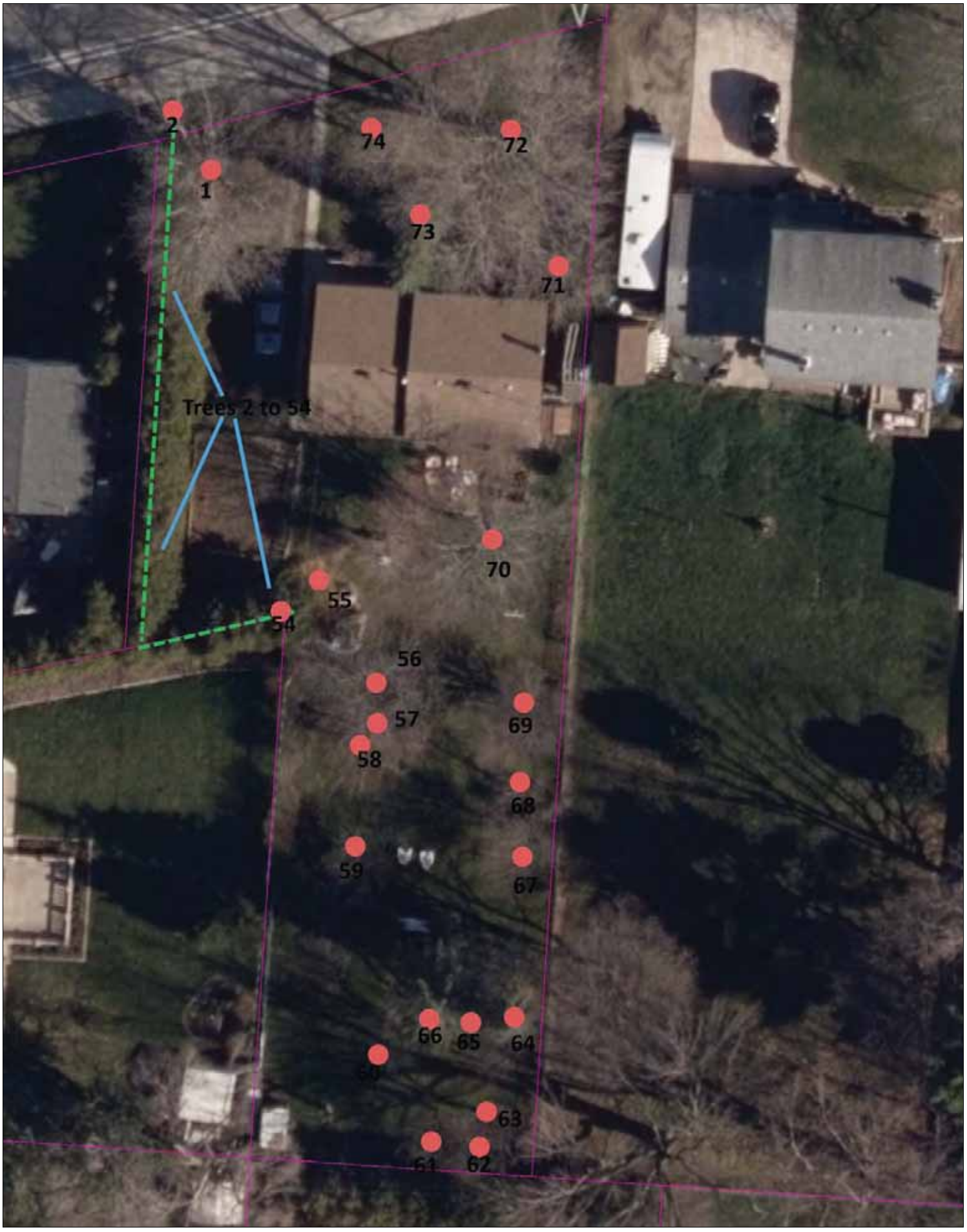
NOTES

AREA OF LOT = 297.57 SQ. M. (3203 sq. ft.)
AREA OF DWELLING = 110.37 SQ.M. (1188 SQ. FT.)
COVERAGE = 39.07 %
AREA OF PARKING = 27.42 SQ. M. (295.2 SQ. FT.)
COVERAGE = 9.22 %
AREA OF OPEN GREEN SPACE = 150.91 SQ. M. (1624.4 SQ. FT.)
COVERAGE = 50.07 %

NOTES

AREA OF OPEN GREEN SPACE IN FRONT YARD = 73.45 SQ. M. (790.6 SQ. FT.)
MINUS PARKING, GRADE ENT. & FRONT DECK (36.29 SQ. M. (390.6 SQ. FT.)) = 37.16 SQ. M. (400.0 SQ. FT)
COVERAGE = 50.59 %

Development & Heritage Standing Committee Meeting Agenda - Monday, June 1, 2026
Page 215 of 411



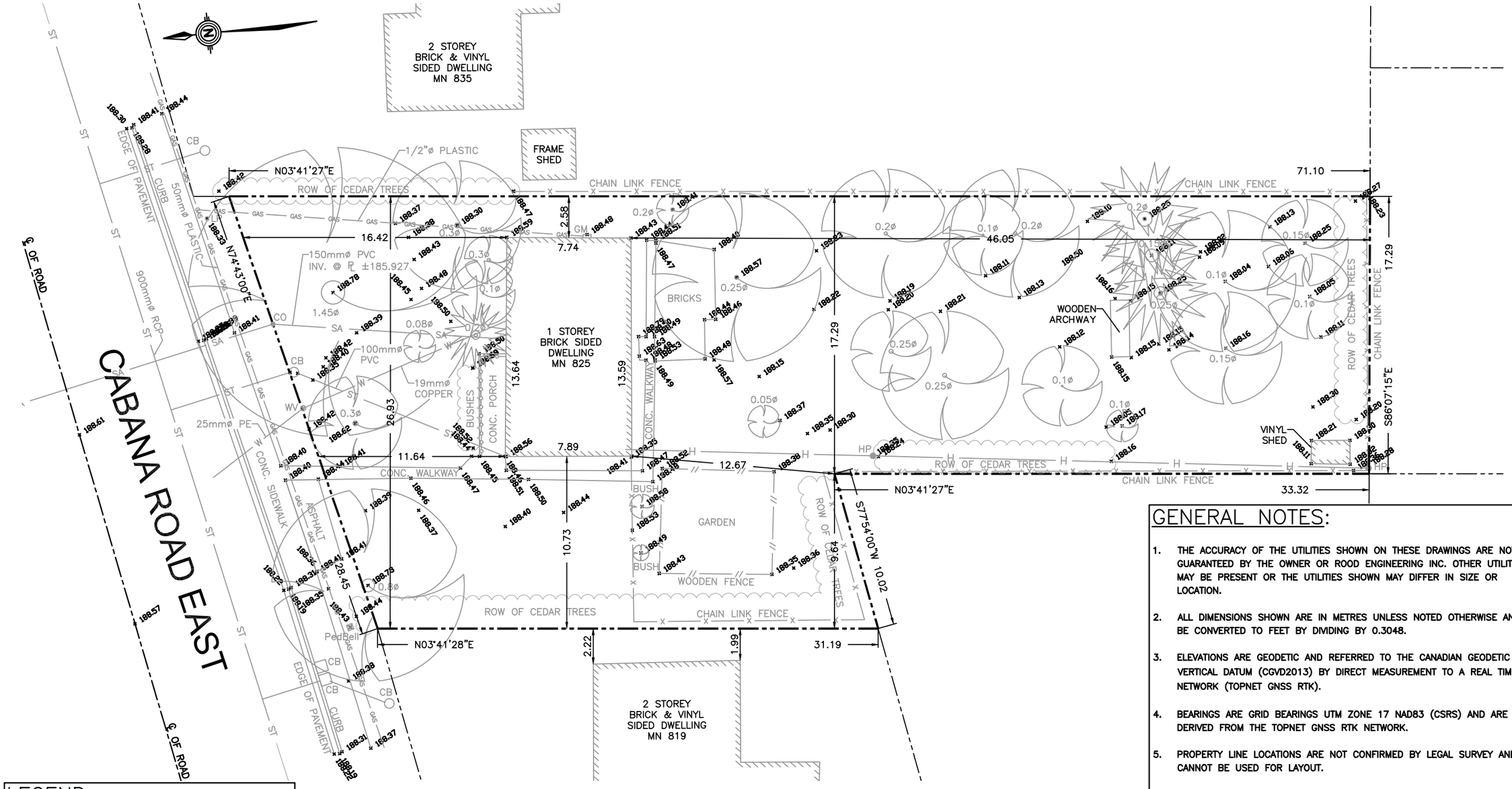
1: 299

This Map was automatically generated using Geocortex Essentials. ERCA 2025.
FOR INTERNAL USE ONLY.

3/18/2025

Project Name: 825 Cabana Road East			**Date of Assessment:** March 17th, 2025						**Site Conditions:** Sunny, breezy and 7 degrees C
Number of Trees to Assess: 74			**Name of Assessor:** Paul Giroux, RPF/Certified Arborist						**Options:** Preserve & Protect Or Removal Required
Inventory all live trees > 10 cm DBH									
Tree	**Botanical**	**Common**	**Ownership**	**GPS Coordinates**		**DBH (cm)**	**Crown**	**Condition**	**Recommendation and other comments**
ID #	**Name**	**Name**		**X**	**Y**		**Width (m)**	**Rating**	
1	Juglans regia	English Walnut	Private	336132	4680539	63.5	9.1	Fair	Major girdling root; poor pruning cuts; protect & preserve
2	Thuja occidentalis	Eastern White Cedar	City owned	336130	4680542	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
3	Thuja occidentalis	Eastern White Cedar	Private	336129	4680537	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
4	Thuja occidentalis	Eastern White Cedar	Private	336129	4680537	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
5	Thuja occidentalis	Eastern White Cedar	Private	336129	4680537	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
6	Thuja occidentalis	Eastern White Cedar	Private	336129	4680537	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
7	Thuja occidentalis	Eastern White Cedar	Private	336129	4680531	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
8	Thuja occidentalis	Eastern White Cedar	Private	336129	4680531	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
9	Thuja occidentalis	Eastern White Cedar	Private	336129	4680531	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
10	Thuja occidentalis	Eastern White Cedar	Private	336129	4680531	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
11	Thuja occidentalis	Eastern White Cedar	Private	336129	4680531	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
12	Thuja occidentalis	Eastern White Cedar	Private	336129	4680531	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
13	Thuja occidentalis	Eastern White Cedar	Private	336129	4680531	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
14	Thuja occidentalis	Eastern White Cedar	Private	336129	4680531	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
15	Thuja occidentalis	Eastern White Cedar	Private	336129	4680531	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
16	Thuja occidentalis	Eastern White Cedar	Private	336129	4680531	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
17	Thuja occidentalis	Eastern White Cedar	Private	336129	4680531	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
18	Thuja occidentalis	Eastern White Cedar	Private	336129	4680531	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
19	Thuja occidentalis	Eastern White Cedar	Private	336129	4680531	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
20	Thuja occidentalis	Eastern White Cedar	Private	336129	4680522	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
21	Thuja occidentalis	Eastern White Cedar	Private	336129	4680522	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
22	Thuja occidentalis	Eastern White Cedar	Private	336129	4680522	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
23	Thuja occidentalis	Eastern White Cedar	Private	336129	4680522	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
24	Thuja occidentalis	Eastern White Cedar	Private	336129	4680522	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
25	Thuja occidentalis	Eastern White Cedar	Private	336129	4680522	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
26	Thuja occidentalis	Eastern White Cedar	Private	336129	4680522	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
27	Thuja occidentalis	Eastern White Cedar	Private	336129	4680522	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
28	Thuja occidentalis	Eastern White Cedar	Private	336129	4680522	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
29	Thuja occidentalis	Eastern White Cedar	Private	336129	4680522	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
30	Thuja occidentalis	Eastern White Cedar	Private	336128	4680513	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
31	Thuja occidentalis	Eastern White Cedar	Private	336128	4680513	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
32	Thuja occidentalis	Eastern White Cedar	Private	336128	4680513	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
33	Thuja occidentalis	Eastern White Cedar	Private	336128	4680513	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
34	Thuja occidentalis	Eastern White Cedar	Private	336128	4680513	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
35	Thuja occidentalis	Eastern White Cedar	Private	336128	4680513	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
36	Thuja occidentalis	Eastern White Cedar	Private	336128	4680513	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
37	Thuja occidentalis	Eastern White Cedar	Private	336128	4680513	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
38	Thuja occidentalis	Eastern White Cedar	Private	336128	4680513	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
39	Thuja occidentalis	Eastern White Cedar	Private	336128	4680513	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
40	Thuja occidentalis	Eastern White Cedar	Private	336128	4680513	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
41	Thuja occidentalis	Eastern White Cedar	Private	336128	4680513	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints

42	Thuja occidentalis	Eastern White Cedar	Private	336128	4680513	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
43	Thuja occidentalis	Eastern White Cedar	Private	336128	4680513	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
44	Thuja occidentalis	Eastern White Cedar	Private	336131	4680510	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
45	Thuja occidentalis	Eastern White Cedar	Private	336131	4680510	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
46	Thuja occidentalis	Eastern White Cedar	Private	336131	4680510	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
47	Thuja occidentalis	Eastern White Cedar	Private	336131	4680510	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
48	Thuja occidentalis	Eastern White Cedar	Private	336131	4680510	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
49	Thuja occidentalis	Eastern White Cedar	Private	336131	4680510	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
50	Thuja occidentalis	Eastern White Cedar	Private	336131	4680510	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
51	Thuja occidentalis	Eastern White Cedar	Private	336131	4680510	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
52	Thuja occidentalis	Eastern White Cedar	Private	336131	4680510	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
53	Thuja occidentalis	Eastern White Cedar	Private	336131	4680510	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
54	Thuja occidentalis	Eastern White Cedar	Private	336137	4680512	10 to 22	1.5	Fair	This tree is part of a Cedar Hedgerow; trees are starting to decline due to space constraints
55	Morus alba 'pendula'	Weeping Mulberry	Private	336139	4680513	12.3	1.5	Fair	Remove tree if required; undesirable
56	Prunus serrulata 'kwanzan'	Kwanzan Cherry	Private	336143	4680507	36	7.6	Fair	Preserve and protect if possible
57	Pyrus communis	Bosc Pear	Private	336142	4680505	32	4.6	Poor	Remove tree if necessary; tree is a poor specimen
58	Malus domestica	Apple Tree	Private	336141	4680503	18.5	4.6	Poor	Remove tree if necessary; tree is a poor specimen
59	Juniperus virginiana	Red Cedar	Private	336141	4680497	16	3	Poor	Remove tree if necessary; tree is a poor specimen
60	Pyrus communis	Bosc Pear	Private	336142	4680484	28	4.6	Poor	Remove tree if necessary; tree is a poor specimen
61	Pyrus communis	Bosc Pear	Private	336146	4680480	19	4	Fair	Preserve and protect if possible
62	Pyrus communis	Bosc Pear	Private	336149	4680479	27.5	4.6	Fair	Preserve and protect if possible
63	Pyrus communis	Bosc Pear	Private	336149	4680481	16.5	3.7	Poor	Remove tree if necessary; tree is a poor specimen
64	Picea pungens	Blue Spruce	Private	336151	4680487	35.8	3.7	Fair	Preserve and protect if possible
65	Picea pungens	Blue Spruce	Private	336148	4680487	25.6	3	Fair	Preserve and protect if possible
66	Picea pungens	Blue Spruce	Private	336145	4680487	37.3	4.6	Good	Preserve and protect if possible
67	Malus domestica	Apple Tree	Private	336151	4680497	23.8	4.6	Fair	Preserve and protect if possible
68	Malus domestica	Apple Tree	Private	336151	4680501	17.5	3	Fair	Preserve and protect if possible
69	Malus domestica	Apple Tree	Private	336151	4680506	37	5.5	Fair	Preserve and protect if possible
70	Gleditsia triacanthos	Honeylocust	Private	336149	4680516	47	12	Fair	Preserve and protect if possible
71	Prunus serrulata 'kwanzan'	Kwanzan Cherry	Private	336154	4680532	30	4.6	Good	Preserve and protect if possible
72	Acer saccharinum	Silver Maple	Private	336150	4680542	85.2	16	Good	Preserve and protect if possible. Hangar in tree
73	Picea pungens	Blue Spruce	Private	336145	4680536	52	3.7	Good	Preserve and protect if possible
74	Prunus serrulata 'kwanzan'	Kwanzan Cherry	Private	336142	4680541	24.2	4.6	Fair	Preserve and protect if possible. Tree has many poor pruning cuts



GENERAL NOTES:

1. THE ACCURACY OF THE UTILITIES SHOWN ON THESE DRAWINGS ARE NOT GUARANTEED BY THE OWNER OR ROOD ENGINEERING INC. OTHER UTILITIES MAY BE PRESENT OR THE UTILITIES SHOWN MAY DIFFER IN SIZE OR LOCATION.
2. ALL DIMENSIONS SHOWN ARE IN METRES UNLESS NOTED OTHERWISE AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.
3. ELEVATIONS ARE GEODETIC AND REFERRED TO THE CANADIAN GEODETIC VERTICAL DATUM (CGVD2013) BY DIRECT MEASUREMENT TO A REAL TIME NETWORK (TOPNET GNSS RTK).
4. BEARINGS ARE GRID BEARINGS UTM ZONE 17 NAD83 (CSRS) AND ARE DERIVED FROM THE TOPNET GNSS RTK NETWORK.
5. PROPERTY LINE LOCATIONS ARE NOT CONFIRMED BY LEGAL SURVEY AND CANNOT BE USED FOR LAYOUT.
6. TOPOGRAPHIC SURVEY WAS COMPLETED ON APRIL 17th, 2025.
7. UNDERGROUND INFRASTRUCTURE SHOWN IS BASED ON SURVEY, LOCATES AND AS-BUILT RECORD INFORMATION AVAILABLE.

LEGEND:

1.	×184.56	DENOTES EXISTING SPOT ELEVATIONS
2.	0.25ø	DENOTES TREE DIAMETER
3.	□ ○ CB	DENOTES CATCH BASIN
4.	——— ST ———	DENOTES STORM SEWER
5.	——— SA ———	DENOTES SANITARY SEWER
6.	——— W ———	DENOTES WATERMAIN
7.	——— H ———	DENOTES OVERHEAD HYDRO LINE
8.	——— GAS ———	DENOTES GAS MAIN
9.	○ WV	DENOTES WATER SERVICE VALVE
10.	○ CO	DENOTES CLEANOUT
11.	○ LP	DENOTES LIGHT POLE
12.	● HP	DENOTES HYDRO POLE
13.	▭ GM	DENOTES GAS METER
14.	⊠ PedBell	DENOTES BELL PEDESTAL

TOPOGRAPHIC PLAN OF SURVEY

825 CABANA ROAD EAST
IN THE
CITY OF WINDSOR
IN THE
COUNTY OF ESSEX

ROOD ENGINEERING INC.
CONSULTING ENGINEERS
Leamington, Ontario
519-322-1621

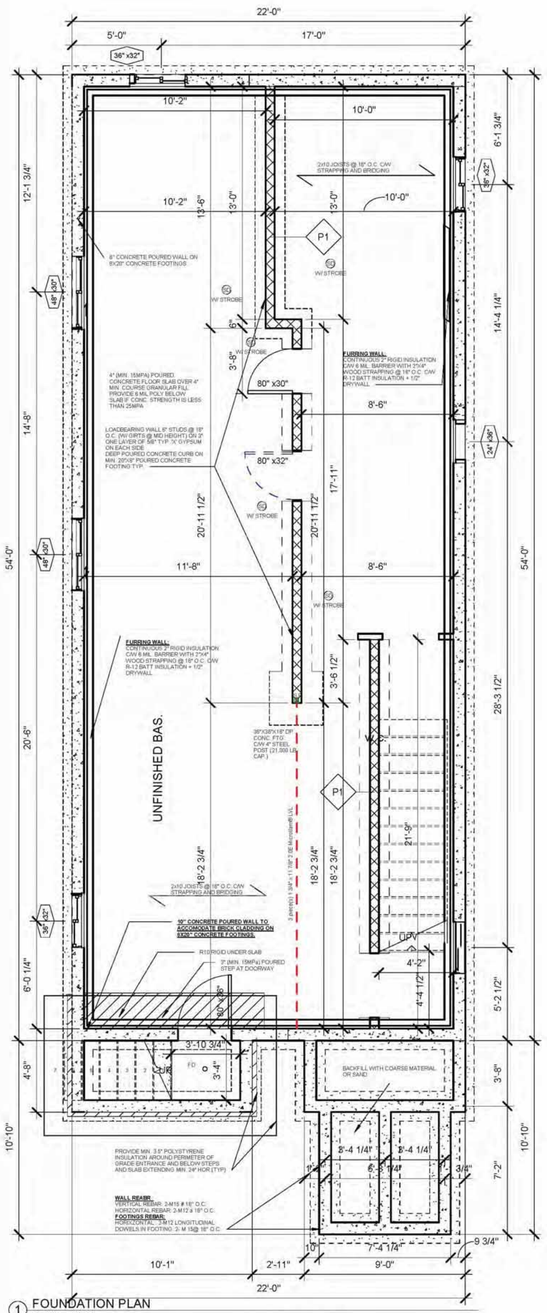
DATE: 2026-02-04

FILE No.: REI2025E005
DRAWN BY: PK & DM
PLOT CODE: 1:1
FILE: 2025E005.dwg
FIGURE 1

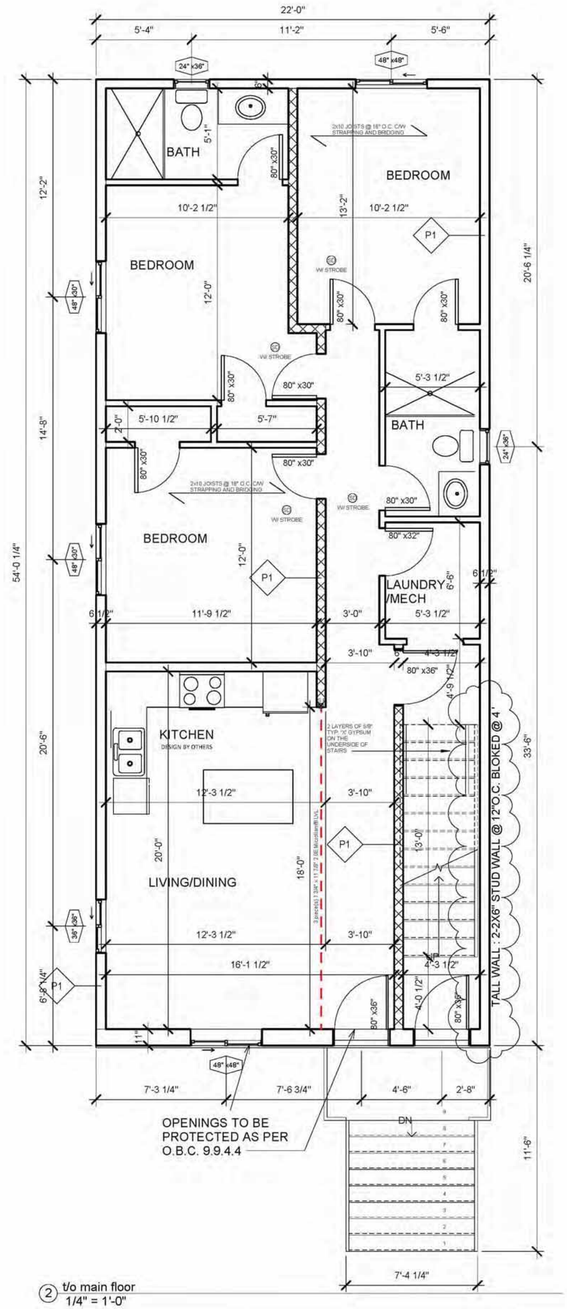
SERVER-2019\REI Data Server\DRAFTING\PROJECTS\Projects 2025\REI-2025E005 - 825 Cabana Road East (1000593576 Ontario Inc)\DWG\REI2025D005.dwg 2026-02-04

Appendix C –

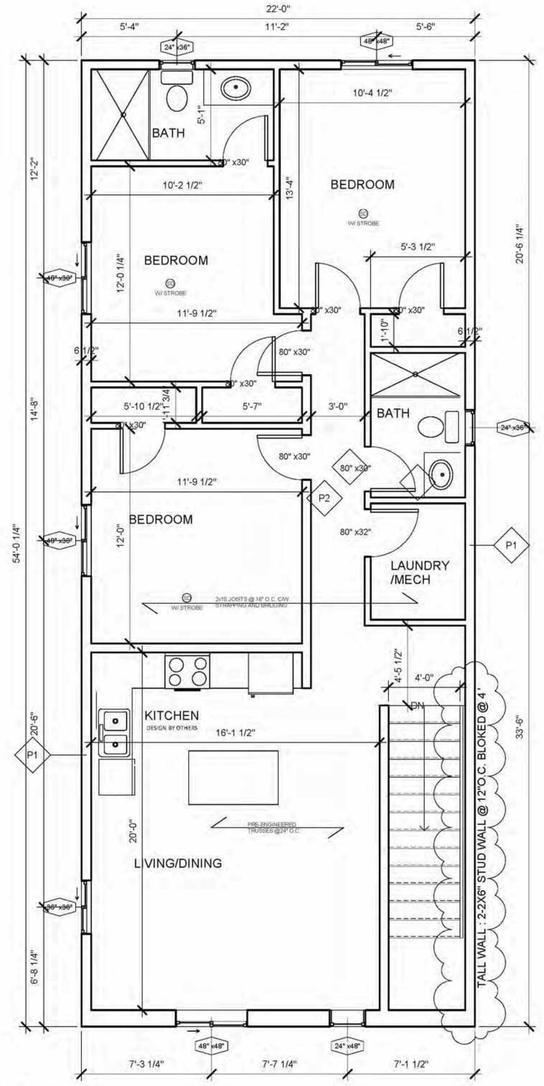
Conceptual Floor Plans and Building Elevations



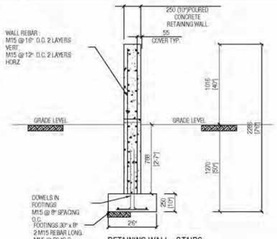
1 FOUNDATION PLAN
1/4" = 1'-0"



2 t/o main floor
1/4" = 1'-0"



3 t/o second floor
1/4" = 1'-0"



RETAINING WALL - STAIRS

GIRDERS MUST BE LVL OR ENGINEERING REQUIRED

ALL STAIRS, RAMPS, HANDRAILS AND GUARDS SHALL CONFORM TO O.B.C. 9.8

COVERS FOR SUMP PITS SHALL BE DESIGNED TO RESIST REMOVAL BY CHILDREN

INTERCONNECTED SMOKE ALARMS REQUIRED ON ALL FLOOR LEVELS - CARBON MONOXIDE DETECTOR REQUIRED AT BEDROOM AREAS AS PER 9.10.19.3 O.B.C.

NON-LOADBEARING WALLS PARALLEL TO THE FLOOR JOISTS SHALL BE SUPPORTED BY JOISTS BENEATH THE WALL OR ON BLOCKING BETWEEN THE JOISTS @ 48" O.C.

NON-LOADBEARING WALLS PARALLEL TO THE FLOOR JOISTS SHALL BE SUPPORTED BY JOISTS BENEATH THE WALL OR ON BLOCKING BETWEEN THE JOISTS @ 48" O.C.

RADON GAS ROUGH IN REQUIRED PER O.B.C.

NOTE: WHEN DOORS ARE NOT CENTERED ON THE WALL, PROVIDE A MIN. 4" CLEARANCE FROM WALL TO ALLOW FOR TRIM

NOTE:
- ALL DRAWINGS TO BE READ IN CONJUNCTION WITH THE GENERAL NOTES
- ALL DIMS ARE NOMINAL AND ARE TO BE ADJUSTED IN FIELD
- ALL DIMS SHOWN ARE TO FACE OF ROUGH FOUNDATION WALL.
- MINIMUM HEADROOM UNDER DUCTS AND BEAMS TO BE 6'-5"
- STAIR RAILING & GUARDS: 39" HIGH WOOD RAILING TO CONFORM TO DETAILS 9B7 OF THE OBC SUPPLEMENTARY GUIDELINES
- ALL LOADS SHOWN ARE UNFACTORED
- S.P. 4-214 OR 3-216 UNLESS OTHERWISE NOTED
- G.C. AND ENG TRUSS COMPANY MUST FIELD MEASURE STUDS WALLS PRIOR TO FABRICATION OF TRUSSES
- DESIGNER IS NOT RESPONSIBLE FOR G.C. FAILURE TO COORDINATE DIM. WITH TRUSS MANUFACTURER AND COORDINATION OF SAME
- ALL ENGINEERING BY OTHERS
- ALL NON-LOADBEARING WALLS PARALLEL TO THE FLOOR JOISTS SHALL BE SUPPORTED BY JOISTS BENEATH THE WALL OR ON BLOCKING BETWEEN THE JOISTS @ 48" O/C
- GC TO VERIFY WINDOW SIZE AND PLACEMENT BEFORE ORDERING
- ALL WINDOWS AND DOOR SIZES TO BE CONFIRMED BY BUILDER - SIZES SHOWN DO NOT NECESSARILY REFLECT ACTUAL PRODUCT SIZES
- EXACT DOOR AND WINDOW SIZED TO BE CONFIRMED BY OWNER
- WINDOW SIZES SHALL NOT EXCEED EEDS FOR SB-12 COMPLIANCE
- BEFORE CONSTRUCTION OBTAIN ROUGH OPENING SIZES FROM WINDOW/DOOR MANUFACTURER
- INTERCONNECTED SMOKE ALARM REQUIRED ON ALL LEVELS. CARBON MONOXIDE DETECTOR REQUIRED AT BEDROOM AREA
- SMOKE ALARM: VISUAL COMPONENT REQUIRED TO MEET UL1971 (STROBE)
- EXHAUST FANS AND DUCTS SHALL BE SIZED ACCORDING TO OBC PART 9 OR 9.32. ALL FANS SHALL EXHAUST DIRECTLY OUTDOORS. KITCHEN EXHAUST SHALL BE NON-COMBUSTIBLE PIPE
- VAULTED CEILING TO INCLUDE BATTS INSULATION

WOOD LINTEL SCHEDULE (INTERIOR)

LINTEL SIZE	MAX. SPAN		
	ROOF + CEILING ONLY	ROOF + CEILING AND 1 STOREY	ROOF + CEILING AND 2 STOREY
2- 2"x4"	3'-0"	2'-5"	2'-1"
2- 2"x6"	4'-5"	3'-3"	2'-10"
2- 2"x8"	5'-4"	3'-11"	3'-5"
2- 2"x10"	6'-7"	4'-9"	4'-2"
2- 2"x12"	7'-7"	5'-5"	4'-9"

WOOD LINTEL SCHEDULE (EXTERIOR)

LINTEL SIZE	MAX. SPAN		
	ROOF + CEILING ONLY	ROOF + CEILING AND 1 STOREY	ROOF + CEILING AND 2 STOREY
2- 2"x4"	4'-1"	3'-5"	3'-0"
2- 2"x6"	6'-4"	4'-10"	4'-6"
2- 2"x8"	7'-8"	5'-11"	5'-4"
2- 2"x10"	9'-5"	7'-3"	6'-6"
2- 2"x12"	10'-11"	8'-5"	7'-6"

NOTES:
- SPANS BASED ON TABLE A-15, 1.0 kPa SPECIFIED SNOW LOAD
- SPRUCE - PINE - FIR LINTEL - NO. 1 OR NO. 2 GRADE
- ROOF + CEILING ONLY (TRIBUTARY WIDTH OF 4.9M MAXIMUM)
- FOR ENDS OF LINTELS FULLY SUPPORTED BY WALLS, PROVIDE MINIMUM BEARING LENGTH OF 1.5" (38 mm) FOR LINTELS SPANS UP TO 9'-10" (3 M), OR MINIMUM BEARING LENGTH OF 3.0" (76 mm) FOR LINTEL SPANS GREATER THAN 9'-10" (3 M)

STEEL LINTEL SCHEDULE (EXTERIOR)

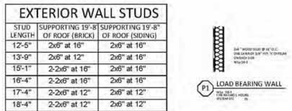
MAX CLEAR SPAN	EXTERIOR ANGLES	
	FOR BRICK 100 mm	FOR STONE 100 mm + 50 mm STONE FACING
3'-10" OR LESS	3-1/2" X 3-1/2" X 1/4"	5" X 3-1/2" X 1/2"
4'-10" OR LESS	3-1/2" X 3-1/2" X 5/16"	5" X 3-1/2" X 1/2"
5'-10" OR LESS	4" X 4" X 5/16"	5" X 5" X 5/16"
6'-10" OR LESS	4" X 4" X 5/16"	5" X 5" X 5/16"
7'-10" OR LESS	5" X 3-1/2" X 5/16"	5" X 5" X 5/16"
8'-10" OR LESS	6" X 4" X 7/16"	5" X 5" X 7/16"
9'-10" OR LESS	6" X 4" X 7/16"	5" X 5" X 1/2"

NOTES:
- SPANS BASED ON TABLE 9.20.5.2.A.
- STEEL LINTELS SHALL HAVE NOT LESS THAN 6" (150 mm) LENGTH OF BEARING AT END SUPPORTS AND BEAR ON MASONRY, CONCRETE OR STEEL

EXTERIOR WALL STUDS

STUD LENGTH	SUPPORTING 19'-8" OF ROOF (BRICK)	SUPPORTING 19'-8" OF ROOF (SIDING)
12'-5"	2x6" at 16"	2x6" at 16"
13'-9"	2x6" at 12"	2x6" at 16"
15'-1"	2-2x6" at 16"	2x6" at 16"
16'-4"	2-2x6" at 16"	2x6" at 16"
17'-4"	2-2x6" at 12"	2x6" at 12"
18'-4"	2-2x6" at 12"	2x6" at 12"

ASSUMES 0.3 kPa HOURLY WIND PRESSURE AND 1.0 kPa SNOW LOAD, BASED ON A-30 & A-31 O.B.C.



JPS
Engineering Corp.

CONSULTANTS

SEALS

THIS DOCUMENT IS RELEASED FOR THE PURPOSE OF INTERIM REVIEW, NOT FOR CONSTRUCTION

835 CABANA

CLIENT PROJ NO. :

REVISIONS

No.	Date	ISSUED FOR	BY
1	Date 1	Revision 1	

COPYRIGHT:

PROJECT STATUS:	CURRENT
PROJ NO. :	Project Number
DATE:	Issue Date
DESIGNED BY:	Designer
DRAWN BY:	Author
CHECKED BY:	Checker

SHEET TITLE:

PLANS

Scale: As indicated

BAR IS ONE INCH ON UNREDUCED DRAWING

Drawing No.: A102

SHEET NO. : 2 OF 4

1 FRONT ELEVATION
1/2" = 1'-0"

2 BACK ELEVATION
1/2" = 1'-0"

_G.C. RESPONSIBLE FOR REVIEWING AND APPROVING ENGINEERED ROOF AND FLOOR TRUSS DESIGNS PRIOR TO MANUFACTURING AND MUST RELAY ANY RELEVANT INFORMATION TO THIS DESIGNER

_EXTERIOR FINISHES AND FINISHING SYSTEMS ARE FOR DEMONSTRATION. G.C. MAY USE APPROVED FINISHES AND FINISHING SYSTEMS THAT MEET MINIMUM DESIGNER MUST BE INFORMED AND APPROVE CHANGES FROM DEMONSTRATED FINISHES AND FINISHING SYSTEMS

_WINDOW AND DOOR SIZES ARE FOR REFERENCE ONLY. G.C. TO CONFIRM ALL SIZES w/ MANUF. OR SUPPLIER AND NOTIFY THIS DESIGNER OF ANY SIGNIFICANT CHANGES

_G.C. TO OVERSEE ROOF DESIGN AND ADD SADDLES AS NECESSARY FOR ROOF DRAINAGE - FINAL ROOF DESIGN TO BE COMPLETED BY TRUSS MANUFACTURER

_G.C. IS RESPONSIBLE TO ALSO REVIEW TRUSS SHOP DWG'S AND APPROVE AND UNDERSTAND ALL CONSTRUCTION METHODS AND DETAILS OF PRELIM. ROOF SHOP DRAWINGS AND APPROVE PRIOR TO SUBMITTING PERMIT DRAWINGS BY THIS DESIGNER

_G.C. MUST CHECK ALL DIMENSION OF PLANS AND FIELD DIM. PRIOR TO ORDERING PRE. ENG TRUSSES AND REPORT AND DIFFERENCES TO THIS DESIGNER IN WRITING IMMEDIATELY PRIOR TO ERECTION AND FABRICATION OF TRUSSES

JPS
Engineering Corp.

CONSULTANTS

SEALS

THIS DOCUMENT IS RELEASED FOR THE PURPOSE OF INTERIM REVIEW, NOT FOR CONSTRUCTION

835 CABANA

CLIENT PROJ NO. :

REVISIONS

No.	Date	ISSUED FOR	BY

COPYRIGHT:

PROJECT STATUS: CURRENT

PROJ NO. : Project Number
DATE: Issue Date
DESIGNED BY: Designer
DRAWN BY: Author
CHECKED BY: Checker

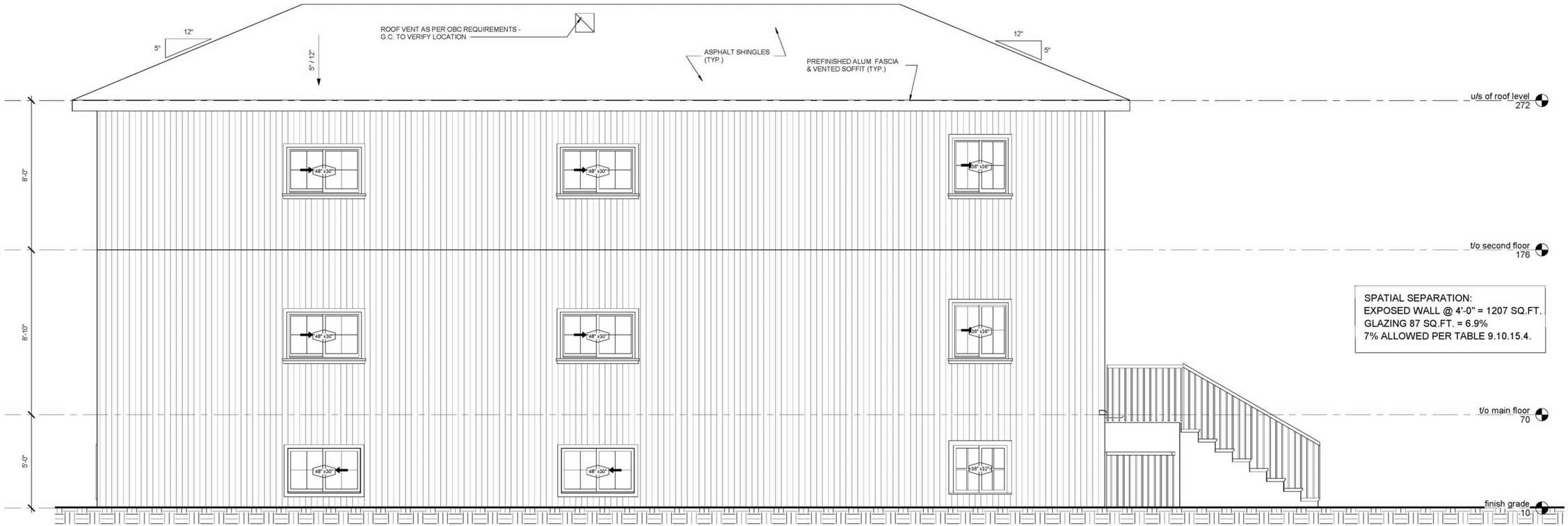
SHEET TITLE:

ELEVATIONS 1

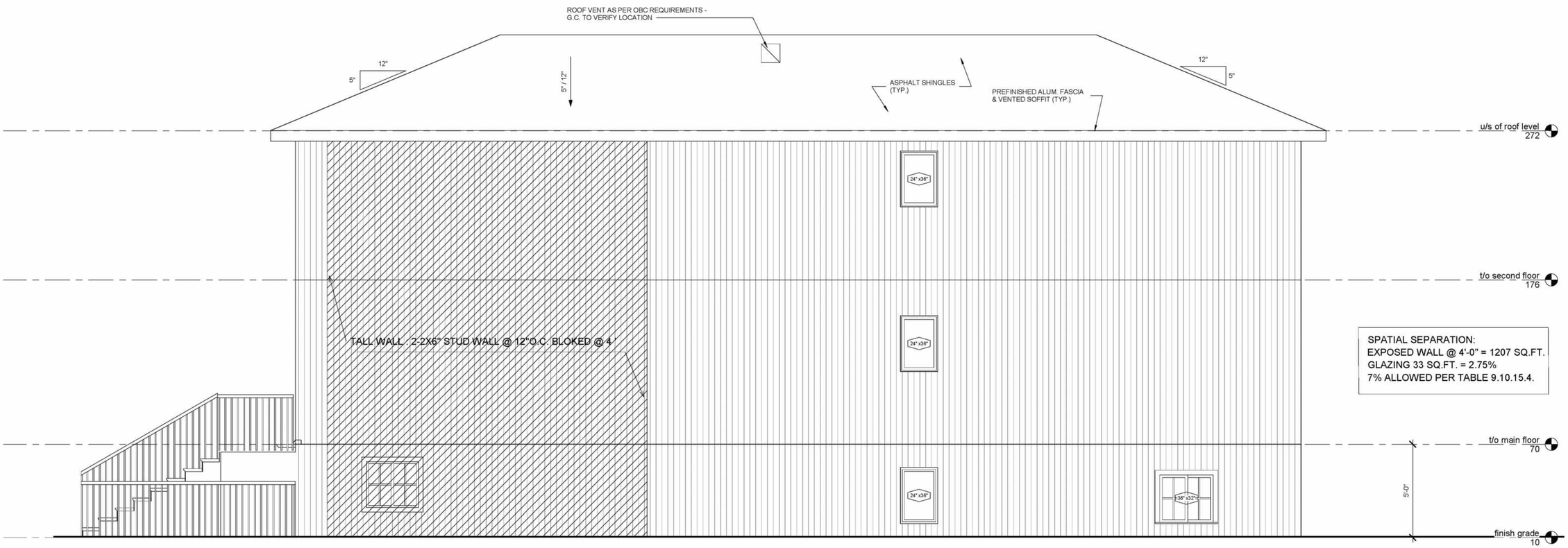
Scale: As indicated
BAR IS ONE INCH ON UNREDUCED DRAWING

Drawing No.:
A103

SHEET NO. : 3 OF 4



② LEFT ELEVATION
3/8" = 1'-0"



① RIGHT ELEVATION
3/8" = 1'-0"

JPS
Engineering Corp.

CONSULTANTS

SEALS

THIS DOCUMENT IS RELEASED FOR THE PURPOSE OF INTERIM REVIEW, NOT FOR CONSTRUCTION

835 CABANA

CLIENT PROJ NO. :

REVISIONS

No.	Date	ISSUED FOR	BY

COPYRIGHT:

PROJECT STATUS: CURRENT

PROJ NO. :	Project Number
DATE:	Issue Date
DESIGNED BY:	Designer
DRAWN BY:	Author
CHECKED BY:	Checker

SHEET TITLE:

ELEVATIONS 2

Scale: 3/8" = 1'-0"

BAR IS ONE INCH ON UNREDUCED DRAWING

Drawing No.:

A104

SHEET NO. : 4 OF 4

GENERAL NOTES:

ALL CONSTRUCTION TO COMPLY WITH THE GENERAL NOTES AND/OR THE CURRENT ONTARIO BUILDING CODE, FIRE CODE, PLUMBING CODE, ELECTRICAL CODE AND/OR LOCAL BY-LAWS.
IN THE EVENT OF A CONFLICT, THE MORE STRINGENT REQUIREMENTS SHALL APPLY.

MECHANICAL SYSTEM DESIGN IS BY THE MECHANICAL CONTRACTOR. DESIGN AND INSALLATION SHALL COMPLY WITH PARTS 6, 9 AND ALL OTHER APPLICABLE PARTS OF THE ONTARIO BUILDING CODE.

PLUMBING SYSTEM DESIGN BY OTHERS. DESIGN AND INSTALLATION SHALLCOMPLY WITH PARTS 7, 9 AND ALL OTHER APPLICABLE PARTS OF THE ONTARIO BUILDING CODE.

MATERIALS OR CONSTRUCTION PROCEDURES WHICH ARE PROHIBITED BY LAW OR SHALL CAUSE A HARMFUL EFFECT TO THE NATURAL ENVIRONMENT OR THE HEALTH OF ANY PERSON ON THE SITE DURING CONSTRUCTION AND/OR DURING OCCUPANCY SHALL NOT BE USED IN THIS PROJECT.

ALL TRADES SHALL CONFORM WITH ALL APPLICABLE PROVINCIAL, NATIONAL, LOCALAND OSHA CODES, RULES AND REGULATIONS. IN CASE OF CONFLICT, THE MOST STRINGENT REQUIREMENTS SHALL APPLY.

ELECTRICAL:

ELETRICAL SYSTEM DESIGN BY OTHERS. DESIGN AND INSTALLATION SHALL COMPLY WITH ONTARIO ELECTRICAL SAFETY CODE - CURRECT EDITION

BEDROOM OUTLETS - ALL BRANCH CIRCUITS THAT SUPPLY 125 VOLT, SINGLE PHASE, 15 AND 20 AMPERE OUTLETS INSTALLED IN DWELLING UNITS BEDROOMS SHALL BE PROTECTED BY AN ARC-FAULT CIRCUIT INTERRUPTER LISTED TO PROVIDE PROTECTION OF THE ENTIRE BRANCH CIRCUIT.

CORRIDOR AND STAIRWAY LIGHTING:

ELECTRICAL CONTRACTOR SHALL PROVIDE FIXTURES WITH ADEQUATE ILLUMINATION TO MEET REQUIRED FOOT CANDLE LEVELS AT FLOOR AND STAIR TREADS PER CODE.

CONTRACTOR MAY PROVIDE ADDITIONAL FIXTURES NOT SHOWN ON PLAN TO MEET THESE REQUIREMENTS.

THE CONTROLS FOR ACTIVATION OF THE STAIRWAY LIGHTING SHALL BE OPERABLE FROM THE TOP AND BOTTOM OF THE STAIRWAY WITHOUT TRAVERSING ANY STEP OF THE STAIR.

WINDOWS AND GLAZING:

AT FIRST AND SECOND FLOOR A MINMUM OF ONE(1) WINDOW IN EACH SLEEPING AREA SHALL MEET EGRESS REQUIREMENTS PER SECTION R-310. WINDOW CONTRACTOR SHALL PROVIDE EGRESS HARDWARE NECESSARY TO ALLOW WINDOWS TO MEET APPLICABLE EGRESS REQUIREMENTS.

PROVIDE ALL REQUIRED SAFETY GLASS IN ACCORDANCE WITH ALL APPLICABLE CURRENT BUULDING CODES.

WHERE THE OPENING OF AN OPERABLE WINDOW IS LOCATED MORE THAN 72 INCHES ABOVE THE FINISHED GRADE OR SURFACE BELOW. THE LOWEST PART OF THE CLEAR OPENING OF THE WINDOW SHALL BE MINIMUM OF 24 INCHES ABOVE THE FINISHED FLOOR OF THE ROOM IN WHICH THE WINDOW IS LOCATED OPERABLE SECTIONS OF WINDOWS SHALL NOT PERMIT OPENINGS THAT ALLOW PASSAGE OF A 4 INCH DIAMETER SPHERE WHERE SUSH OPENINGS ARE LOCATED WITHIN 24 INCHES OF THE FINISHED FLOOR.

STAIRS:

ALL STAIRS SHALL CONFORM TO THE REQUIREMENTS OF O.B.C SECTION 9.8. THE MAXIMUM RISER SHALL BE 7 3/4" AND THE MINIMUM TREAD DEPTH SHALL BE 10". ALL TREADS SHALL HAVE A NOSING AS DESCRIBED IN SECTION 9.8.3.

CONCRETE:

CONCRETE STRENGTH SHALL BE 3,000 PSI COMPRESSIVE STRENGTH AT 28 DAYS FOR ALL FOOTINGS, THICKENED SLABS AND CONCRETE SLABS NOT EXPOSED TO THE WEATHER. ALL CONCRETE EXPOSED TO WEATHER SHALL BE 3500 PSI COMPRESSIVE STRENGTH WITH 6% + 1% ENTRAINED AIR. CONCRETE WORK AND PLACEMENT SHALL CONFORM TO THE LATEST SPECIFICATION OF CAN/CSA A23.3

ALL REINFORCING BARS, DOWELS AND TIES SHALL COMFORM TO A.S.T.M. A615 GRADE 60. REINFORCING STEEL SHALL BE CONTINUOUS AND SHALL HAVE MINIMUM 36 BAR DIAMETER LAP UNLESS OTHERWISE SHOWN OR NOTED. ALL REINFORCING BARS SHALL BE DEFORMED.

REMOVE ALL FILL AND ORGANIC MATERIALS FROM AREA TO RECEIVE FLOOR SLABS.

BACKFILL SHALL NOT BE PLACED AGAINST WALL UNITL THE WALL HAS SUFFICIENT STRENGTH AND HAS BEEN ANCHORED TO THE FLOOR ABOVE OR PROPERLY BRACED.

ALL BLOCK SHALL BE TYPE N-1; MORTAR IS TO BE TYPE "S" HORIZONTAL WIRE REINFORCING SHALL BE AT 16" O.C. IN ALL MASONRY WALLS.

BRICK SHALL MEET ASTM C216 (SOLID UNITS) OR ASTM C652 (HOLLOW UNITS)

PROVIDE SILL PLATE ANCHOR BOLTS AT 6'-0" O.C. (MAX.) AND 12' (MAX.) /4" (MIN.) FROM END OF SILL PLATES. ANCHOR BOLTS SHALL BE 1/2" DIAMETER (MIN.) AND SHALL EXTAND 15" (MIN.) INTO GROUTED CONCRETE BLOCK OR 8" (MIN.) INTO POURED IN-PLACE CONCRETE FOUNDATION OR THROUGH GROUTED CONCRETE BLOCK PLUS 7" INTO POURED CONCRETE.

FLASHING:

ALL TRANSITION FLASHING (ROOF TO WALL) SHALL LAP VERTICAL WALL FACE A MINIMUM OF 8" UNLESS NOTED OTHERWISE.

PROVIDE FLASHING AT ALL EXTERIOR STEEL LINTEL CONDITIONS AND AT ALL CONCEALED STEEL LINTELS CARRYING EXPOSED BRICK.

SMOKE DETECTOR / ALARMS:

EACH SLEEPING ROOM SHALL BE PROVIDED WITH A MINIMUM OF ONE(1) SMOKE DETECTOR (LOCAL FIRE DEPARTMENT APPROVED AND UNDERWRITER'S LABORATORIES TESTED AND LABELED) AND ONE SMOKE DETECTOR INSTALLED IN COMMON AREA (HALL OR CORRIDOR) ADJACENT TO THE SLEEPING ROOMS (WITHIN 10 FEET OF ALL BEDROOMS DOORS. ALSO PROVIDE A MINIMUM ON ONE(1) SMOKE DETECTOR ON EACH FLOOR. THE SMOKE DETECTOR IS TO BE INSTALLED IN ACCORDANCE WITH ALL APPLICABLE CODES. THE DETECTOR SHALL BE WIRED IN SUCH A WAY THAT THE ACTIVATION OF ONE(1) ALARM WILL ACTIVATE ALL THE ALARMS IN THE DWELLING UNIT. ALL SMOKE DETECTORS SHALL BE EQUIPPED WITH A BATTERY BACKUP.

ROOF PENETRATIONS:

ALL PLUMBING, MECHANICAL VENT STACKS AND FURNACE FLUES SHALL BE OFFSET TO REAR ROOF LINES. FURNACE FLUES SHALL COMPLY WITH CODE FOR MINIMUM SLOPE AND NUMBER OF TURNS ALLOWED FOR OFFSETS.

INSULATION:

PROVIDE INSULATION AS REQUIRED TO MEET ONTARIO BUILDING CODE. ALL EXTERIOR WALLS TO BE A MINIMUM R22 RATED.

PROVIDE RIGID INSULATION AT ALL EXPOSED PERIMETER SLAB ON GRADE CONDITIONS AS REQUIRED TO MEET CURRENT ENERGY CODE REQUIREMENTS.

PROVIDE INSULATION AT ALL BOND CONDITIONS-SEE INSULATION NOTE. PROVIDE INSULATION AROUND ALL SKYLIGHT SHAFT-SEE INSULATION NOTE.

ALL INSULATION SHALL HAVE A FLAME SPREAD INDEX OF 25 OR LESS AND A SMOKE-DEVELOPED INDEX NOT TO EXCEED 450.

INSULATION SHALL BE INSTALLED IN SUCH A MANNER AS TO ALLOW AIR FLOW FROM THE SOFFIT TO THE ROOF/ATTIC SPACE.

WOOD FRAMING:

WOOD FLOOR FRAMING SHALL COMPLY WITH PART 9, EXCEPT WHERE MORE STRINGENT REQUIREMENTS ARE NOTED ON THE DRAWINGS.

FRAMING ASSEMBLY FASTENERS SHALL BE INSTALLED PER TABLE 9.23.3.4

SEE DETAILS AND CODE FOR ALLOWABLE NOTCHING AND BORING OF DIMENSIONAL LUMBER.

SEE MANUFACTURER'S SPECIFICATIONS FOR ALLOWABLE CUTTING AND BORING OF PRE-ENGINEERED MATERIALS USED.

STUDS IN ALL WALLS SHALL BE SPACED AT 16" O.C UNLESS OTHERWISE NOTED.

PROVIDE SOLID BLOCKING UNDER ALL POINT LOAD CONDITIONS CONTINUOUS TO SOLID BEARING AT HEADERS.

PROVIDE SOLID BLOCKING BETWEEN JOIST UNDER ALL BEARING WALLS PERPENDICULAR TO FRAMING DIRECTION.

ALL STRUCTURAL MULLIONS TO HAVE MINIMUM DOUBLE STUD CONSTRUCTION CONTINUOUS FROM FLOOR TO UNDERSIDE OF FLOOR/ROOF FRAMING ABOVE. WINDOW TRANSOM HEADERS SHALL SPAN BETWEEN CONTINUOUS STUDS WITH FLUSH HANGER BRACKETS AS REQUIRED.

PRE-ENG FLOOR & ROOF TRUSSES:

THE TRUSS DESIGNER IS TO PROVIDE A DESIGN FOR AN ENTIRE ROOF OR FLOOR SYSTEM, AND NOT FOR INDIVIDUAL COMPONENTS. THE TRUSS DESIGNER MUST ASCERTAIN THAT THE LOADS UTILIZED MEET OR EXCEED THE LOAD VALUES REQUIRED BY THE ONTARIO BUILDING CODE.

TRUSS MANUFACTURER SHALL BE RESPONSIBLE FOR ALL TRUSS DESIGNS INCLUDING GIRDERS, HANGERS, BEARING SEATS, AND ANCHORS FOR TRUSSES.

TRUSS FRAMING SHOWN ON PLANS IS FOR GENERAL REFERENCE AND TO INDICATE BEARING LOCATIONS. TRUSS MANUFACTURER SHALL NOTIFY ARCHITECT IF ADDITIONAL BEARING POINTS AND/OR WALLS ARE NEEDED PRIOR TO FABRICATION AND ERECTION.

TRUSS MEMEBERS SHALL NOT BE CUT, NOTCHED, DRILLED. SPLICED OR OTHERWISE ALTERED IN ANY WAY WITHOUT THE APPROVAL OF THE LICENSED TRUSS DESIGNER OR STRUCTURAL ENGINEER.

TRUSS DESIGN DRAWINGS, PREPARED IN COMPLIANCE WITH SECTION R-802.10.1 SHALL BE PROVIDED TO THE BUILDING OFFICIAL AND APPROVED PRIOR TO INSTALLATION. TRUSS DESIGN DRAWINGS SHALL BE PROVIDED WITH THE SHIPMENT OF TRUSSES DELIVERED TO THE JOBSITE.

JPS
Engineering Corp.

CONSULTANTS

SEALS

THIS DOCUMENT IS RELEASED FOR THE PURPOSE OF INTERIM REVIEW, NOT FOR CONSTRUCTION

835 CABANA

CLIENT PROJ NO. :

REVISIONS

No.	Date	ISSUED FOR	BY

COPYRIGHT:

PROJECT STATUS: CURRENT

PROJ NO. : Project Number
DATE: Issue Date
DESIGNED BY: Designer
DRAWN BY: Author
CHECKED BY: Checker

SHEET TITLE:

GENERAL NOTES

Scale: 1/4" = 1'-0"

0 BAR IS ONE INCH ON UNREDUCED DRAWING

Drawing No.:

A105

SHEET NO. :

Appendix D –

Legal Instruments

1552

PLAN OF SUBDIVISION
OF
PART OF FARM LOT 15 CON. 5
IN THE
TOWNSHIP OF SANDWICH SOUTH

Scale 1 in. = 100 ft.

NOTE ■IB denotes an iron bar 1 inch square and 4 feet long

OWNER'S CERTIFICATE

Lots 1 to 152 inclusive, within the boundaries edged in red have been laid out in accordance with our instructions, and the streets and lanes within the said boundaries are hereby dedicated as public highways

Witness _____ Owner Sun Parlor Homes Limited

Glen M. Marr, President

Howard S. Trull, Secretary

Ronald W. Benetzau, Witness — E. G. Layst

Ronald W. Benetzau, Witness — Wm C. Verbridge

Ronald W. Benetzau, Witness — Fred J. Verbridge

County of To wit

I Ronald W Benetzau of the Town of Riverside in the County of Essex make oath and say;

1 That I was personally present and did see this plan and a duplicate duly signed by E.G. Layst Wm C Verbridge, Fred J Verbridge

2 That the said plan and duplicate were signed by the said part LCS at Windsor

3 That I know the said part LCS

4 That I am a subscribing witness to the said sigging

Sworn before me at Windsor this 21 day of Sept 1955

J. P. Murray, A Commissioner, etc

Ronald W Benetzau

...20 of ... 21st ... October 1955

...NT & DEVELOPMENT

MORTGAGEE'S CERTIFICATE

I hereby consent to the filing of this plan

Bertrand R. Bedford
MORTGAGEE

SURVEYOR'S CERTIFICATE

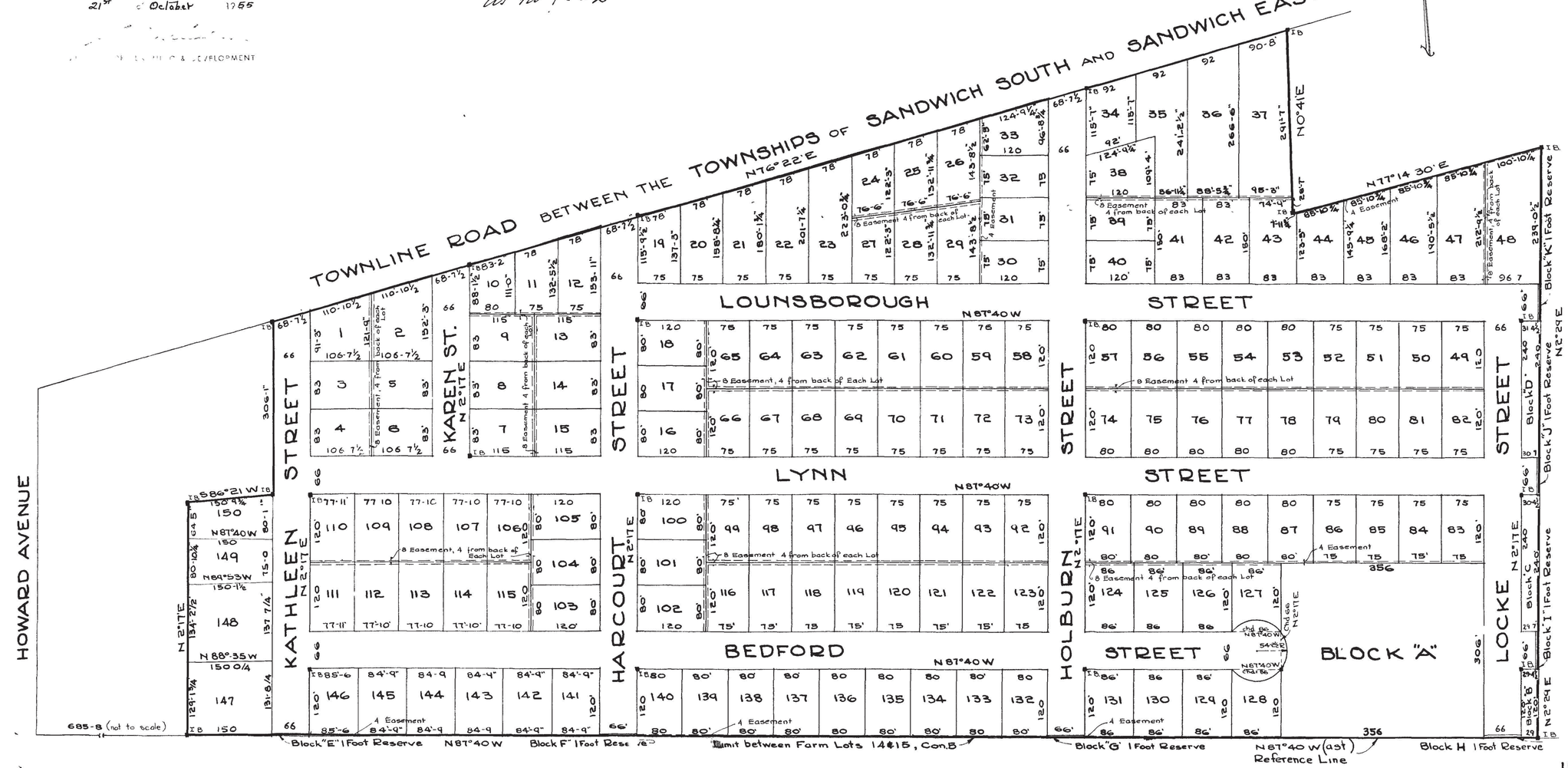
I, John H. Wickens, an Ontario Land Surveyor, certify that -

(a) I was present at and did personally superintend the survey represented by this plan;
(b) this plan accurately shows the manner in which the lands (edged in red) have been surveyed and subdivided by me;
(c) Every angle of the exterior boundary of the plan is defined in the survey thereof by a monument and a monument is placed at one angle of each street intersection shown on the plan
(d) I have indicated on the plan the position and form of each of the monuments;
(e) the monuments conform in all respects to requirements of section 13 of The Surveys Act
(f) the survey was made by me between the 29 day of Aug and the 16 day of Sept.
(g) the survey has been accurately made in accordance with all the provisions of The Surveys Act and The Registry Act relating thereto

Dated at Windsor. the. 21 Day of Sept A.D. 1955.

John H. Wickens, Ontario Land Surveyor

Entered and Registered
This 15 Nov. 1955 at 10 a m
as No 1552



1552

NNN-39

Development & Heritage Standing Committee Meeting Agenda - Monday June 1, 2026
Page 221 of 311

PARTS SCHEDULE

PART	LOT	CON/PLAN	P.I.N.	AREA (m^2)
1	PART LOT 26	REGISTERED PLAN 1552	PART OF 01297-0026	53.3
2	PART LOT 33		PART OF 01297-0033	3.9
3				120.9
4	PART LOT 34		PART OF 01294-0022	116.0
5	PART LOT 35		PART OF 01294-0023	83.6

PARTS 1 to 5, (incl.) COMPRISE PART OF P.I.N.'s 01294-0022, 01294-0023 01297-0026 and 01297-0033.

PART 2 IS SUBJECT TO EASEMENT AS IN R124122.

I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT.

DATE NOVEMBER 22, 2016

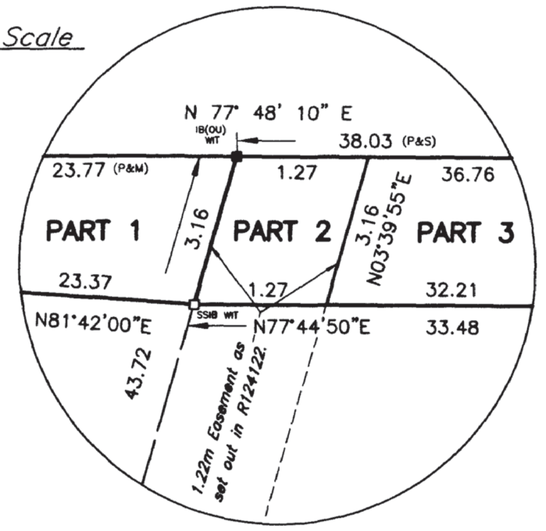
ROY A. SIMONE
ONTARIO LAND SURVEYOR

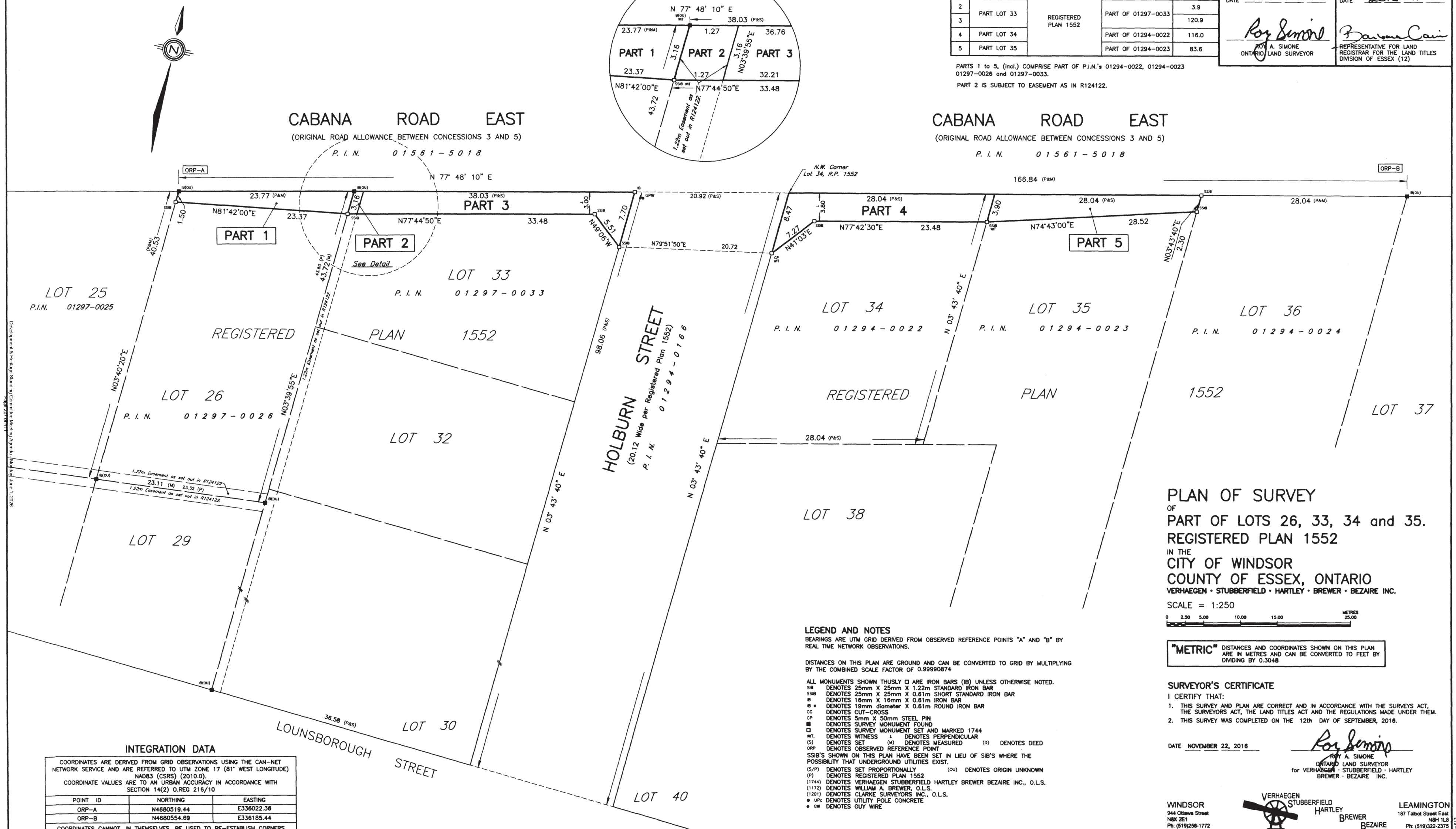
PLAN 12R-26821
RECEIVED AND DEPOSITED

DATE 2016-11-23

REPRESENTATIVE FOR LAND REGISTRAR FOR THE LAND TITLES DIVISION OF ESSEX (12)

Detail - Not to Scale





INTEGRATION DATA

COORDINATES ARE DERIVED FROM GRID OBSERVATIONS USING THE CAN-NET NETWORK SERVICE AND ARE REFERRED TO UTM ZONE 17 (81° WEST LONGITUDE) NAD83 (CSRS) (2010.0).
COORDINATE VALUES ARE TO AN URBAN ACCURACY IN ACCORDANCE WITH SECTION 14(2) O.REG 216/10

POINT ID	NORTHING	EASTING
ORP-A	N4680519.44	E336022.36
ORP-B	N4680554.69	E336185.44

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

LEGEND AND NOTES

BEARINGS ARE UTM GRID DERIVED FROM OBSERVED REFERENCE POINTS "A" AND "B" BY REAL TIME NETWORK OBSERVATIONS.

DISTANCES ON THIS PLAN ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.99990874

ALL MONUMENTS SHOWN THUSLY □ ARE IRON BARS (IB) UNLESS OTHERWISE NOTED.

SIB	DENOTES 25mm X 25mm X 1.22m STANDARD IRON BAR
SSIB	DENOTES 25mm X 25mm X 0.61m SHORT STANDARD IRON BAR
IB	DENOTES 16mm X 16mm X 0.61m IRON BAR
IB ●	DENOTES 19mm diameter X 0.61m ROUND IRON BAR
CC	DENOTES CUT-CROSS
CP	DENOTES 5mm X 50mm STEEL PIN
■	DENOTES SURVEY MONUMENT FOUND
□	DENOTES SURVEY MONUMENT SET AND MARKED 1744
WIT.	DENOTES WITNESS ⊥ DENOTES PERPENDICULAR
(S)	DENOTES SET (M) DENOTES MEASURED (D) DENOTES DEED
ORP	DENOTES OBSERVED REFERENCE POINT

SSIB'S SHOWN ON THIS PLAN HAVE BEEN SET IN LIEU OF SIB'S WHERE THE POSSIBILITY THAT UNDERGROUND UTILITIES EXIST.

(S/P)	DENOTES SET PROPORTIONALLY (OU) DENOTES ORIGIN UNKNOWN
(P)	DENOTES REGISTERED PLAN 1552
(1744)	DENOTES VERHAEGEN STUBBERFIELD HARTLEY BREWER BEZAIRE INC., O.L.S.
(1172)	DENOTES WILLIAM A. BREWER, O.L.S.
(1201)	DENOTES CLARKE SURVEYORS INC., O.L.S.
● UPc	DENOTES UTILITY POLE CONCRETE
● GW	DENOTES GUY WIRE

PLAN OF SURVEY
OF
PART OF LOTS 26, 33, 34 and 35. REGISTERED PLAN 1552
IN THE
CITY OF WINDSOR
COUNTY OF ESSEX, ONTARIO

VERHAEGEN • STUBBERFIELD • HARTLEY • BREWER • BEZAIRE INC.

SCALE = 1:250

0 2.50 5.00 10.00 15.00 METRES 25.00

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

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:

1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT, THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
2. THIS SURVEY WAS COMPLETED ON THE 12th DAY OF SEPTEMBER, 2016.

DATE NOVEMBER 22, 2016

ROY A. SIMONE
ONTARIO LAND SURVEYOR
for VERHAEGEN · STUBBERFIELD · HARTLEY BREWER · BEZAIRE INC.

WINDSOR
944 Ottawa Street
N8X 2E1
Ph: (519)258-1772
Fax: (519)258-1791

VERHAEGEN STUBBERFIELD HARTLEY BREWER BEZAIRE INC.

LEAMINGTON
187 Talbot Street East
N8H 1L8
Ph: (519)322-2375
Fax: (519)322-2675

ONTARIO LAND SURVEYORS
www.vshbbsurveys.com

DRAWN BY: A.S.M.
CHECKED BY: A.S.M.
CAD Date: November 22, 2016 9:54 AM
CAD File: 42761801A.dwg
WORK ORDER: 4-27618-X01
FILE NO.: E-1552-3
PLAN FILE NO.: C-4308'C'

Metric • Mètre (ARCH E1 - 30.00m x 22.00m) (22.5"x34")

CANADA
PROVINCE OF ONTARIO
COUNTY OF Essex
To Wit:

I, Joyce Evelyn East
of the Township of Malden
in the County of Essex, Secretary
make oath and say:

1. That I was personally present and did see the within or annexed Instrument and a Duplicate thereof duly signed, sealed and executed by Bertrand R. Bedford one of the parties thereto
2. That the said Instrument and Duplicate were executed by the said party at the City of Windsor
3. That I know the said party.
4. That I am a subscribing witness to the said Instrument and Duplicate.

SWORN before me at the City of Windsor in the County of Essex this 5th day of January 19 56.

Joyce E. East

A Commissioner, etc.

CANADA
PROVINCE OF ONTARIO
COUNTY OF
To Wit:

I,
of the of
in the
make oath and say:

1. That I was personally present and did see the within or annexed Instrument and a Duplicate thereof duly signed, sealed and executed by
the part thereto
2. That the said Instrument and Duplicate were executed by the said part at the of
3. That I know the said part
4. That I am a subscribing witness to the said Instrument and Duplicate.

SWORN before me at the of
in the County of
this
day of 19

A Commissioner, etc.

104122

Dated November 14th A.D. 1955.

BOB PARLOR HOMES LIMITED

to

THE BELL TELEPHONE COMPANY OF CANADA

Grant of Easement

REGISTRY OFFICE
JAN 9 1956
ESSEX COUNTY
WINDSOR, ONT.

I hereby certify that the within instrument was entered, registered and recorded in the Registry Office for the County of Essex on the 10 day of Jan. A.D. 1956 at 2 o'clock p.m.

Registrar

No.

THIS INDENTURE made the 14th day of December A.D. 19 55.

IN PURSUANCE OF THE SHORT FORMS OF CONVEYANCES ACT

BETWEEN:

SUN PARLOR HOMES LIMITED,
a Company incorporated under the
Laws of the Province of Ontario

Hereinafter called the

FIRST PARTY

THE BELL TELEPHONE COMPANY OF CANADA

Hereinafter called the

SECOND PARTY

AND

E.
BERTRAND/BERTRAND, of the Township of
Sandwich South, in the County of Essex,
Farmer

Hereinafter called the

FOURTH PARTY

WHEREAS the First Party owns the lands described in Schedule 'A' hereto annexed, subject to registered mortgage No. 114062, held by the Fourth Party

AND WHEREAS the Second Party owns the lands in the City of Toronto in the County of York described in Schedule 'B' hereto annexed and for the purpose of enabling it to construct, operate, repair and maintain continuous lines of telephone and telegraph from the said lands to the premises of various of its subscribers, from time to time, on the lands described in Schedule 'A' hereto and adjoining lands, has arranged with the First Party to grant to it the right and easement hereinafter set out for the price or sum of One Dollar ($1.00);

NOW THIS INDENTURE WITNESSETH that in consideration of the sum of One Dollar ($1.00) of lawful money of Canada, now paid by the Second Party to the First Party, the receipt whereof is hereby acknowledged, the First Party and the Fourth Party hereby grant to the Second Party, its successors and assigns, to be used and enjoyed as appurtenant to the said lands of the Second Party described in Schedule 'B' hereto, the free, uninterrupted and unobstructed right and easement:

1. To enter on and construct, repair, replace, operate and maintain, in perpetuity, its lines of telephone and telegraph (forming part of its continuous lines between the said lands described in Schedule 'B' hereto and the premises of various of its subscribers from time to time on the said lands described in Schedule 'A' hereto and adjoining lands), including all necessary poles, wires, cables (both buried and aerial), conduits, markers and fixtures upon, over, under, along and across the said lands described in Schedule 'A' hereto, together with the right of free and unimpeded access to the Second Party, its workmen, vehicles, supplies and equipment at all times and for all purposes and things necessary for or incident to the exercise and enjoyment of the rights hereby granted, over the lands described in Schedule 'A' hereto and over such portions of the lands of the First Party adjacent thereto as may from time to time be unencumbered by any building or other structure, from the highways or lands abutting thereon to and from the places where any of the said lines of telephone or telegraph and fixtures or any part or parts thereof are to be constructed, repaired, replaced, operated and maintained;

2. To attach other wires, cables and accessories and permit the attachment of the wires, cables and accessories of any other company or commission for the purpose only of supplying a public utility service to the various owners from time to time of the lands described in Schedule 'A' hereto and adjoining lands;

3. To trim, fell and remove any trees and brush along the said lands so as to keep the wires and cables clear at least two feet;

4. To erect and set the necessary guy and brace poles and anchors and to attach thereto and to trees the necessary guy wires.

The Second Party covenants and agrees with the other parties hereto and with each of them that it shall be responsible for any damage caused by its agents or employees to the crops and property of the First Party and shall as far as possible replace at its own cost any soil or turf removed in connection with any of the work above referred to.

[redacted]

No covenant on the part of the Fourth Party shall be implied by reason of this indenture or by reason of anything herein contained.

THIS INDENTURE and everything herein contained shall extend to and include the parties hereto and their and each of their respective heirs, executors, administrators, successors and assigns.

IN WITNESS WHEREOF the parties hereto have executed these presents.

SIGNED, SEALED and DELIVERED in the presence of

Joyce E. East

SUE PARLOR HOMES LIMITED

John M. Mac President

Howard Trent Secretary

Bertrand R Bedford

SCHEDULE "A"

referred to in the annexed Indenture made the 14th day of December

A.D. 19 55 .

BETWEEN:

SUN PARLOR HOMES LIMITED

as the FIRST PART ,

—AND—

THE BELL TELEPHONE COMPANY OF CANADA,
as the SECOND PARTY:

ALL AND SINGULAR that certain parcel of land and premises in the Township of Sandwich South in the County of Essex and Province of Ontario, being composed of parts of certain lots according to a plan registered in the Registry Office for the said County of Essex as number 1552, which said parts may be described as follows:- Easterly four feet (4') of Lots one (1), three (3), four (4), seven (7) to nine (9) inclusive, sixteen (16) to eighteen (18) inclusive, one hundred and six (106), one hundred and fifteen (115), one hundred (100) to one hundred and two (102) inclusive and Lot forty-seven (47); westerly four feet (4') of Lots two (2), five (5), six (6), thirteen (13) to fifteen (15) inclusive, sixty-five (65), sixty-six (66), thirty (30) to thirty-three (33) inclusive, forty-eight (48), one hundred and three (103) to one hundred and five (105) inclusive, ninety-nine (99) and one hundred and sixteen (116).

Southerly four feet (4') of Lots ten (10) to twelve (12) inclusive, twenty-four (24) to twenty-six (26) inclusive, thirty-two (32), thirty-eight (38), thirty-five (35) to thirty-seven (37) inclusive, forty-nine (49) to fifty-five (55) inclusive, fifty-six (56), fifty-seven (57), one hundred and six (106) to one hundred and ten (110) inclusive, eighty-three (83) to ninety-nine (99) inclusive and one hundred and twenty-eight (128) to one hundred and forty-six (146) inclusive.

Northerly four feet (4') of Lots nine (9), thirteen (13), twenty-seven (27) to twenty-nine (29) inclusive, thirty-one (31), thirty-nine (39), forty-one (41) to forty-eight (48) inclusive, sixty-six (66) to eighty-two (82) inclusive, one hundred and eleven (111) to one hundred and fifteen (115) inclusive, and one hundred and sixteen (116) to one hundred and twenty-seven (127) inclusive.

East Development & Heritage Standing Committee Meeting Agenda - Monday, June 1, 2026 lots.

APPENDIX C – CONSULTATION

TRANSIT WINDSOR – JASON SCOTT

Transit Windsor has no objections to this development. The closest existing transit route to this property is with Route 240. Route 240 has an existing weekday peak frequency of 30 minutes. The closest existing bus stop to this property is located on Provincial at Cabana northwest corner. This bus stop is approximately 400 metres from this property meeting Transit Windsor's walking distance guidelines of 400 metres to a bus stop. Transit Windsor's City Council approved Transit Master Plan does have a new secondary and local route being introduced into this area that would provide direct service to this development. Both of these routes would be subject to City Council budget approval for implementation.

HERITAGE PLANNING – KRISTINA 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, ktang@citywindsor.ca, planningdept@citywindsor.ca
Windsor Manager of Culture and Events (A):
Michelle Staadegaard, (O) 519-253-2300x2726, (C) 519-816-0711, mstaadegaard@citywindsor.ca
Ontario Ministry of Citizenship and Multiculturalism
Archaeology Programs Unit, 1-416-212-8886, Archaeology@ontario.ca
Windsor Police: 911
Ontario Ministry of 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

TRANSPORTATION PLANNING – AASHVI SARVAIYA

- **Land Conveyance**
  Not Applicable.

- **Corner Cut-Off**
  Not Applicable.

- **Sidewalk**
  Not Applicable.

- **Parking**
  Not Applicable.

- **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.

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

ZONING COORDINATOR – STEFAN PAVLICA

Below is the zoning review summary for the *above-mentioned property*; circulated on April 2nd, 2026:

- **Current Zoning Designation**: Residential District 1.4 (RD1.4)
- **Proposed Zoning Designation**: Residential District 1.4 (RD1.4) with site-specific S.20(1)XXX

- **Existing Use [as per historical Building Permit(s) / Planning Act Applications(s)]**:
  - *Single Unit Dwelling*

- **Proposed Use**:
  - Retained Lot:
    - *Single Unit Dwelling*
  - Severed Lot:
    - *Duplex Dwelling* (or *Single Unit Dwelling* with an additional *dwelling unit* in the main building)

- **Section 5 – General Provisions**:
  - COMPLIES

- **Section 10.4.5 – Residential District 1.4 (RD1.4) – *Retained Lot***:
  - Minimum Lot Width [10.4.5.1]:
    - 18.0m (Required)
    - 18.4m (Provided)
  - Minimum Lot Area [10.4.5.2]:
    - 540.0m2 (Required)
    - 1,181.7m2 (Provided)
  - Maximum Lot Coverage [10.4.5.3]:

        - 45.0% (Required)
        - 9.0% (Provided)
    - Maximum Main Building Height [10.4.5.4]:
        - 9.0m (Required)
        - As Existing (Provided)
    - Minimum Front Yard Depth [10.4.5.5]:
        - 6.0m (Required)
        - 11.7m (Provided)
    - Minimum Rear Yard Depth [10.4.5.6]:
        - 7.50m (Required)
        - 45.89m (Provided)
    - Minimum Side Yard Depth [10.4.5.7]:
        - 1.20m (Required)
        - 1.26m (Provided)
    - Maximum Gross Floor Area – Main Building [10.4.5.10]:
        - 400m2 (Required)
        - As Existing (Provided)

- **Section 10.4.5 – Residential District 1.4 (RD1.4) – *Severed Lot***:
    - Minimum Lot Width [10.4.5.1]:
        - 18.0m (Required)
        - 9.48m (Provided)
    - Minimum Lot Area [10.4.5.2]:
        - 540.0m2 (Required)
        - 297.6m2 (Provided)
    - Maximum Lot Coverage [10.4.5.3]:
        - 45.0% (Required)
        - 37.1% (Provided)
    - Maximum Main Building Height [10.4.5.4]:
        - 9.0m (Required)
        - 7.4m (Provided)
    - Minimum Front Yard Depth [10.4.5.5]:
        - 6.0m (Required)
        - 6.6m (Provided)
    - Minimum Rear Yard Depth [10.4.5.6]:
        - 7.50m (Required)
        - 6.34m (Provided)
    - Minimum Side Yard Depth [10.4.5.7]:
        - 1.20m (Required)
        - 1.22m (Provided)
    - Maximum Gross Floor Area – Main Building [10.4.5.10]:
        - 400m2 (Required)
        - 331m2 (Provided)

- **Section 20 – Site Specific Zoning Exemptions**:
    - NOT APPLICABLE

- **Section 24 – Parking, Loading, and Stacking Provisions – *Retained Lot***:
    - COMPLIES

- **Section 24 – Parking, Loading, and Stacking Provisions – *Severed Lot***:
    - Front Yard Paving and Surfacing in Residential District [24.28.1.3.1]:
        - 50% (Required)
        - 53% (Provided)

- **Section 25 – Parking Area Regulations**:
    - NOT APPLICABLE

FORESTRY – AVERIL PARENT
There are City owned trees adjacent to the subject property. City Trees are protected from damages and removal under City by-law 135-2004 and 131-2019. The Applicant will be required to consult with Forestry on the protection of all City trees which may be impacted by the development. If the trees are not to be preserved or cannot be adequately protected through the development process a request must be made that specific trees be removed.

Contact:
Marc Edwards
Supervisor, Parks Forestry
medwards@citywindsor.ca

There are private trees on the property that may be impacted by the development. The applicant is strongly encouraged to attempt to preserve existing privately owned trees on the subject site. If trees within the subject site are to be removed for development, it is strongly encouraged to plant replacement native trees for their various environmental benefits at a like-for-like trunk caliper size ratio (cumulative d.b.h.).

ENWIN
Hydro Engineering: Anwar Najor
No objection to the property severance or to building one new home with one additional unit (ADU).

Water Engineering: Bruce Ogg
ENWIN Water has no objections.

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
    - Existing Driveway must be modified to as per AS-222 and AS-542
    - Approval from Forestry Dept. required for any tree removal

2. **Sewer Connections** – All existing and proposed storm, sanitary and water services must be identified on the drawings, as well as the associated mainline sewers/water mains.
    - Modify drawings to include all sewer connections and water services.
    - Identify any redundant connections to be abandoned in accordance with Engineering Best Practice BP1.3.3.

Right-of-Way Permit Requirements

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

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

1. Residential Property
    a. Concrete in accordance with City of Windsor Standard Drawing AS-222

Sewer Connections – The site is serviced by a 250mm sanitary sewer and a 900mm sewer located within the Cabana Rd East 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 Thomas Huynh, of this department at thuynh@citywindsor.ca

THE CITY OF WINDSOR ONTARIO, CANADA

Council Report: S 30/2026

Subject: OPA & Rezoning – 3771, 3783, 3793 Howard Avenue – OPA/7343 OPA 198 ZNG/7342 Z-034/25 – Ward 9

Reference:

Date to Council: June 1, 2026
Author: Adam Szymczak, MCIP, RPP
Senior Planner - Development
519-255-6543 x 6250
aszymczak@citywindsor.ca
Planning & Building Services
Report Date: 3/27/2026
Clerk's File #: Z/15068 & Z/15125

To: Mayor and Members of City Council

Recommendation:

1. THAT Schedule "A" of Volume I: The Primary Plan of the City of Windsor Official Plan **BE AMENDED** by designating S PT Lot 24, Lots 25 & 26, Plan 1431 (PIN 01299-0330, 01299-0025, 01299-0026) known municipally as 3771, 3783, 3793 Howard Avenue (Roll No. 080-033-01800, 080-033-01900, 080-033-02000), situated on the west side of Howard Avenue between Holburn Street and Sandison Street, as a Special Policy Area.

2. THAT Chapter 1 in Volume II: Secondary Plans and Special Policy Areas of the City of Windsor Official Plan **BE AMENDED** by adding a new Special Policy Area as below, and that 'X' be replaced with the next available Special Policy Area number:

1.X 3771, 3783, 3793 HOWARD AVENUE

LOCATION	1.X.1	The property described as Plan 1431, S PT Lot 24, Lots 25 & 26, Plan 431 (PIN 01299-0330, 01299-0025, 01299-0026), situated on the west side of Howard Avenue between Holburn Street and Sandison Street, is designated on Schedule A: Planning Districts and Policy Areas in Volume I: The Primary Plan.
ADDITIONAL PERMITTED MAIN USES	1.X.2	Notwithstanding the Mixed Use Corridor designation of these lands on Schedule D: Land Use in Volume I: The Primary Plan, Low Profile residential uses consisting of Stacked Dwelling and Townhome Dwelling shall be additional permitted main uses.

3. THAT Zoning By-law 8600 **BE AMENDED** by adding a zoning exception to Section 91.10 as follows:

   23. **WEST SIDE OF HOWARD AVENUE BETWEEN HOLBURN STREET AND SANDISON STREET**

   For the lands consisting of S PT Lot 24, Lots 25 & 26, Plan 1431 (PIN 01299-0330, 01299-0025, 01299-0026), the following additional provisions shall apply:

   a) Additional permitted *Main Uses*:

      Stacked Dwelling

      Townhome Dwelling

   b) *Landscaped Area*: *minimum*: 33% of lot *area*

   c) Notwithstanding clauses .5 and .6 in Table 25.5.20.1, the *minimum parking area* separation from a *building* wall shall be 2.0 m

   d) For a *Multiple Dwelling* or *Residential Care Facility*, the following additional provisions shall apply:

      1. *Building Height*: *Main Building*: *maximum*: 20.0 m
      2. *Building* Setback:
         a) From a *rear lot line*: *minimum*: 67.0 m
         b) From a *side lot line*: *minimum*: 5.70 m

   e) For any other *dwelling*, the following additional provisions shall apply:

      1. *Building* Setback: from any *lot line*: *minimum*: 6.0 m

   (ZDM 9; ZNG/7342)

4. THAT Zoning By-law 8600 **BE FURTHER AMENDED** by changing the zoning of S PT Lot 24, Lots 25 & 26, Plan 1431 (PIN 01299-0330, 01299-0025, 01299-0026) known municipally as 3771, 3783, 3793 Howard Avenue (Roll No. 080-033-01800, 080-033-01900, 080-033-02000), situated on the west side of Howard Avenue between Holburn Street and Sandison Street, from RD1.1 and HRD1.1 to RD3.2x(23).

5. THAT, when Site Plan Control is applicable:
   The following additional materials **BE SUBMITTED** with an application for site plan approval:

   a) A Stage 1 Archaeological Assessment and any further recommended assessments are required to be entered into the Ontario Public Register of Archaeological Reports to the satisfaction of the City of Windsor and the Ontario Ministry of Citizenship and Multiculturalism, prior to any additional land disturbances. A final copy of these archaeological reports and the GIS study area must be submitted to the City of Windsor.

   b) Any other documents, materials, or studies identified in Appendix C to Report S 30/2026, to the satisfaction of the municipal department or external agency requesting them.

   The Site Plan Approval Officer **BE DIRECTED** to incorporate any requirements identified in Appendix C to Report S 30/2026, to the satisfaction of the municipal department or

external agency requiring them, into an approved site plan and an executed and registered site plan agreement.

The Site Plan Approval Officer **CONSIDER** any recommendations identified in Appendix C to Report S 30/2026, to the satisfaction of the municipal department or external agency recommending them, in an approved site plan and an executed and registered site plan agreement.

Executive Summary:

N/A

Background:

Location: 3771, 3783, 3793 Howard Avenue

Roll No: 080-033-01800, 080-033-01900, 080-033-02000

Legal: S PT Lot 24, Lots 25 & 26, Plan 1431 (PIN 01299-0330, 01299-0025, 01299-0026

Ward: 9 **Planning District:** South Windsor **Zoning District Map**: 9

Applicant: Astoria Inc. (Josh Burns, Fortis Group)

Owner: Astoria Inc.

Agent: Dillon Consulting Limited (Karl Tanner & Rukma Ramdenee)

Proposal: Construct 4 townhome dwellings (16 units) adjacent to Howard Avenue and 2 multiple dwellings with a maximum height of 20.0 m, containing 162 units, 220 parking spaces (204 spaces: multiple dwellings; 16 spaces: townhome dwellings) including 6 accessible spaces and 30 visitor spaces, 3 loading spaces & 12 bicycle parking spaces. Vehicular access is to Howard Avenue.

Amendment: Special Policy Area to allow Low Profile residential in a Mixed Use Corridor. Change zoning to RD3.2 with Zoning Exceptions to permit a Townhome Dwelling as an additional main use, maximum building height of 20.0 m, landscaped area of 33%, building setbacks and parking area separation.

Submitted Documents: All documents are available online or by email.

Attached to Report S 30/2026 as an Appendix: Concept Plan, Renderings - Townhouse

Not attached: Applications, Engagement Summary, Functional Servicing Report, Guideline Plan, Natural Site Features Inventory & Preservation Study, Planning Justification Report, Stormwater Management Memo, Transportation Impact Study, Offset Driveway Review

Site Information:

OFFICIAL PLAN	ZONING B/L 8600	CURRENT USE	PREVIOUS USE
"Mixed Use Corridor" "Residential"	Residential District 1.1 (RD1.1 / HRD1.1)	Residential	Unknown
LOT WIDTH	**LOT DEPTH**	**LOT AREA**	**LOT SHAPE**
76.2 m	206.55 m	15,739.11 m^2	Rectangular
All measurements are provided by the Applicant and are approximate.			

Figure 1: Official Plan Amendment (OPA 198)

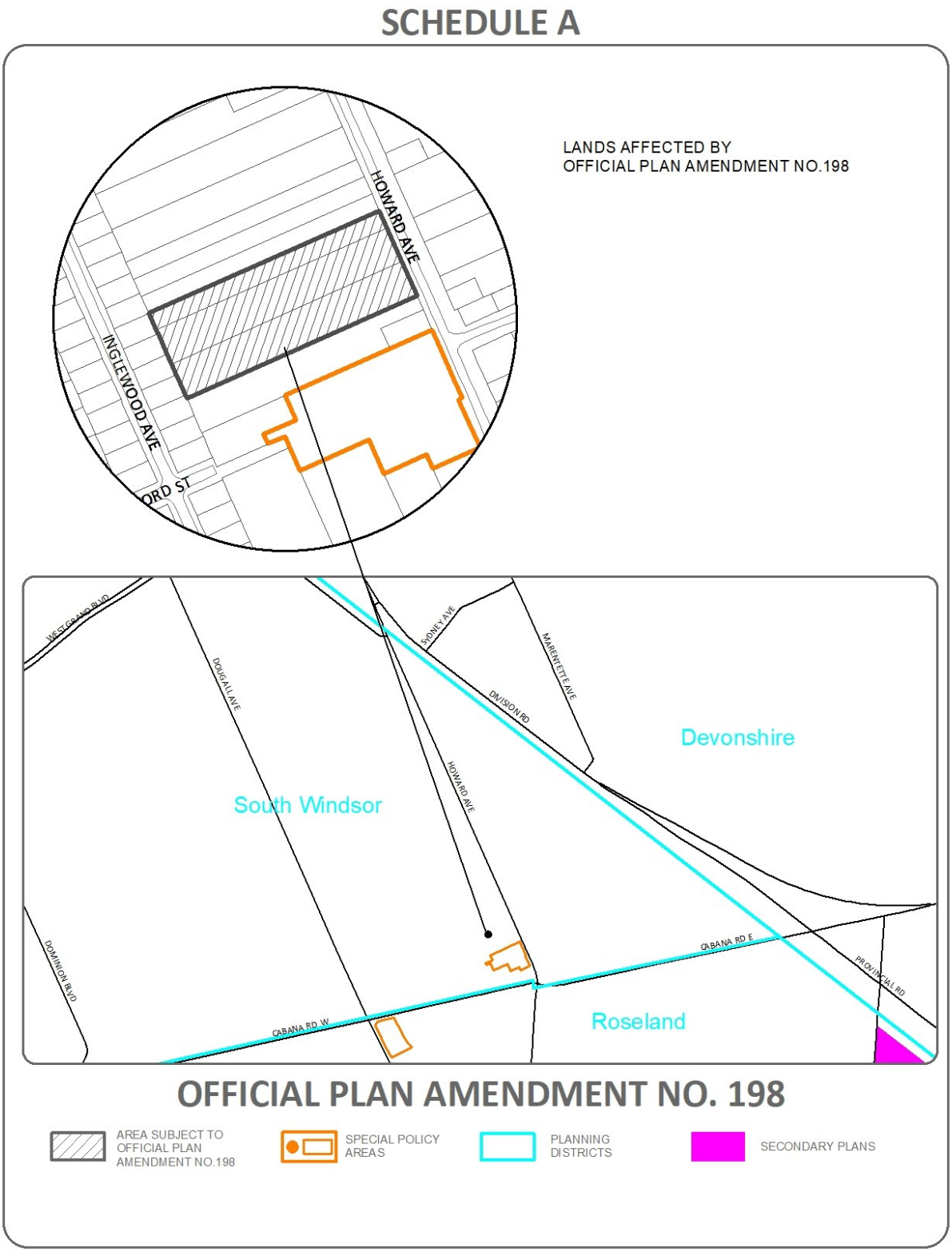


Figure 2: Key Map

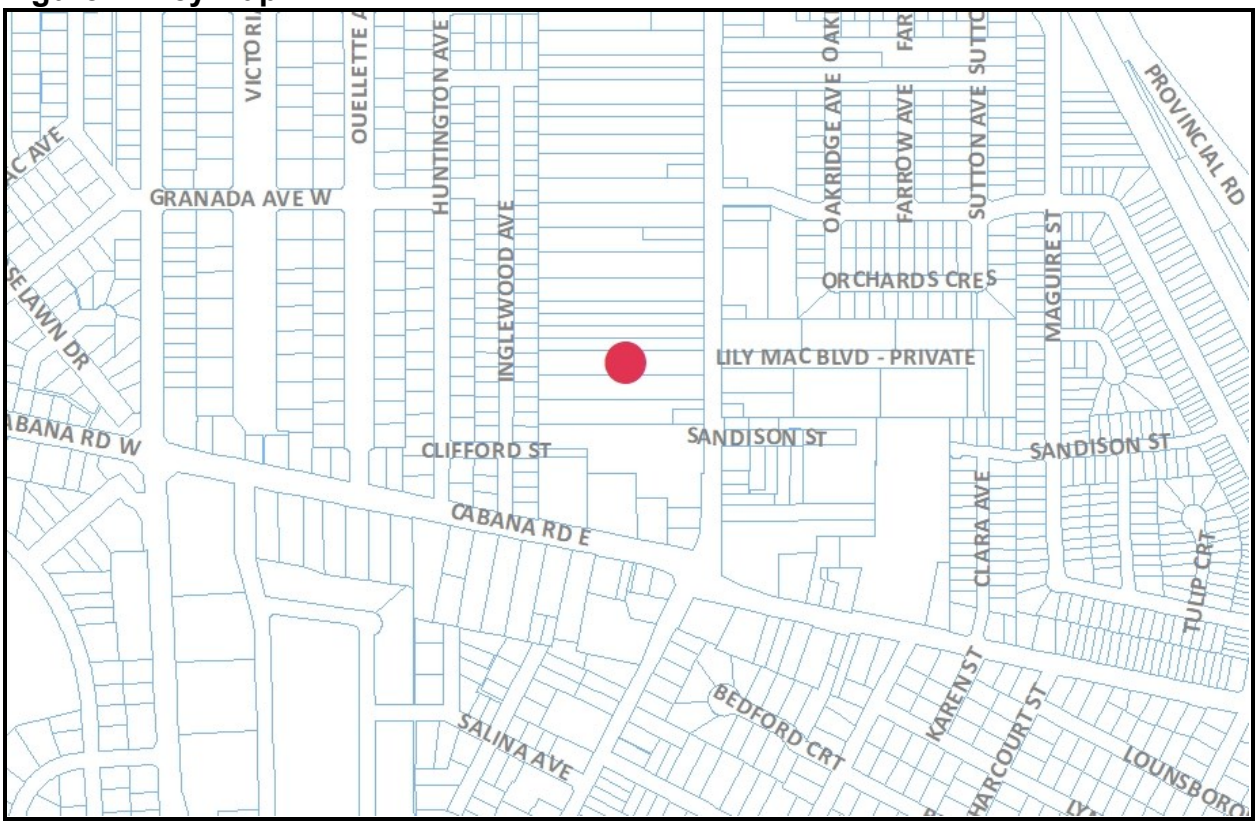


Figure 3: Subject Parcel - Rezoning

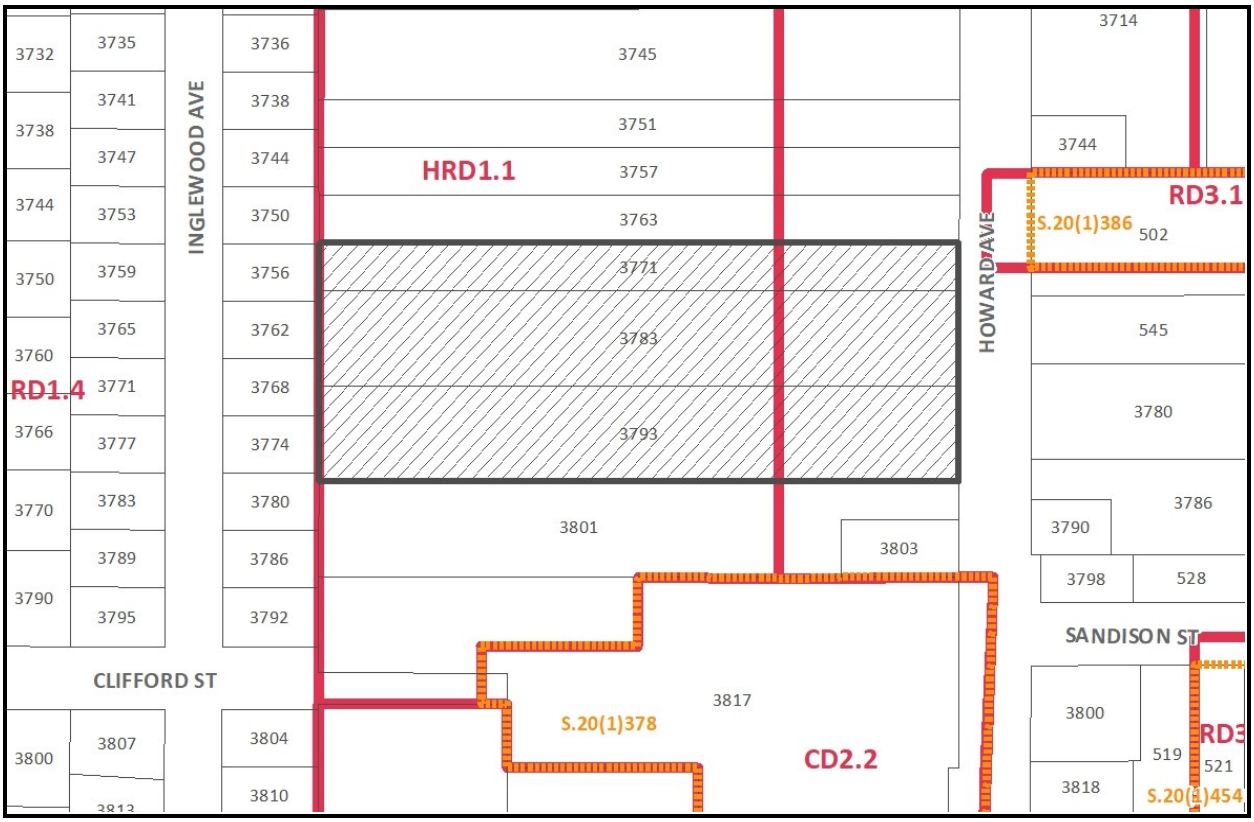
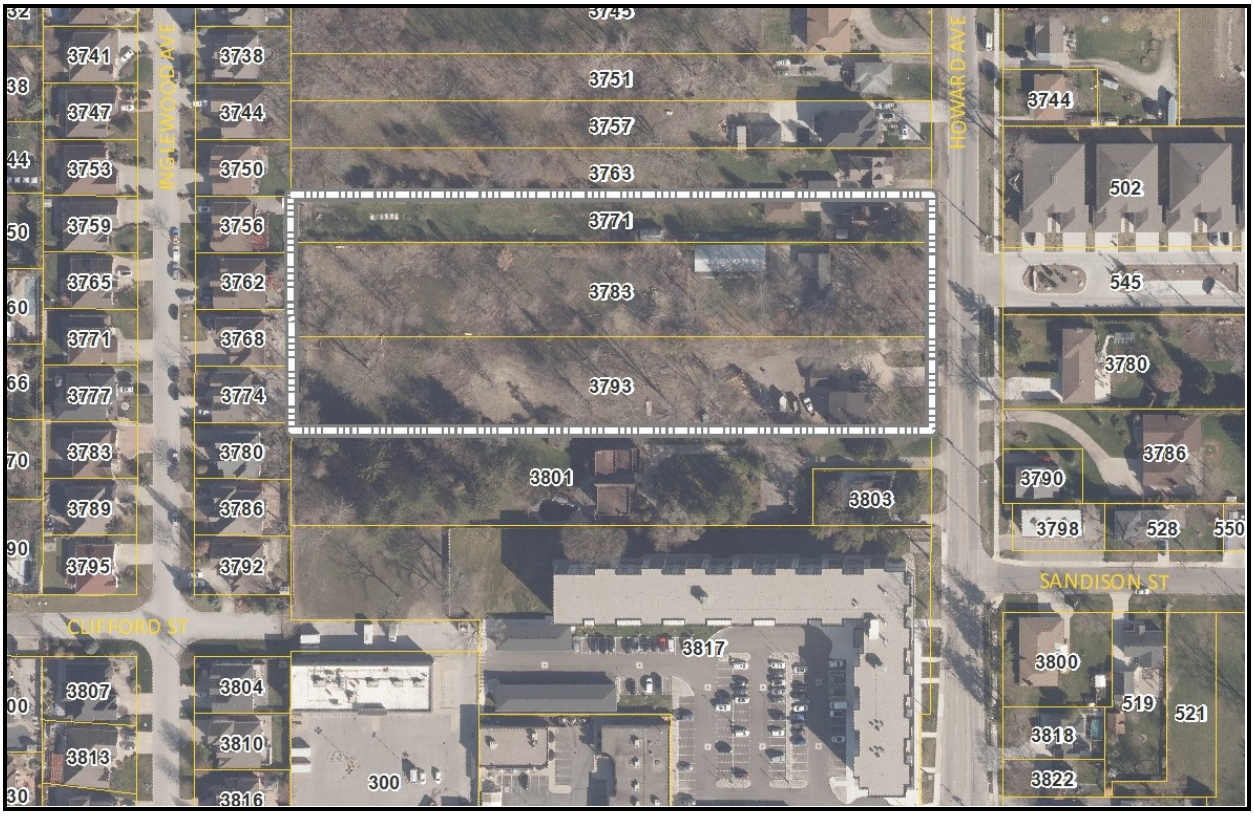


Figure 4: Neighborhood Map



Neighbourhood:

Section 2.0 in the Planning Justification Report provides a description of the subject site and surrounding land uses. To the east are low-profile dwellings consisting of single detached dwellings and townhome dwellings. To the south is a mix of single detached, townhome, and multiple dwellings. To the west and north are more low-profile dwellings.

Neighbourhood commercial uses include a node at the intersection of Howard and Cabana Road, and a plaza at the southwest corner of Howard and Kenilworth. Devonshire Mall, a major regional shopping centre, is located about 1.4 km to the north. The Walker Road commercial area is about 2.5 km to the southeast. Numerous schools, parks, recreational trails and natural areas are in the surrounding area.

Howard Avenue is classified as a Class II Arterial Road with a rural cross section with a southbound left turn lane at Holburn, a sidewalk on the east side and no curbs. Holburn Street is a classified as a Local Street with a two-lane cross section, curbs and sidewalks on both sides of the street. Howard Avenue provides access to EC Row Expressway and Highway 401.

The closest existing transit route to this property is Route 240. This route has an existing weekday peak frequency of 30 minutes. The closest existing bus stop is directly across from this property on Howard at Lily Mac northeast corner providing direct transit access to this development.

Consultations:

An Open House was held on February 26, 2025, from 5:30 to 7:00 pm at 3817 Howard Avenue (Soho South Windsor) and virtually. Approximately 20 residents attended. A summary of comments from the public and responses from the Applicant are provided in the Engagement Summary available online.

Public feedback focused primarily on concerns about the proposed development's height, density, and overall compatibility with the surrounding neighbourhood, including potential impacts on privacy, noise, light, and shadowing. Residents also raised issues regarding increased traffic congestion and road safety on Howard Avenue, the adequacy of on-site parking, and the capacity of existing water, sewer, and utility infrastructure. Additional concerns included the removal of mature trees, environmental impacts, construction-related disruptions, and perceptions of increased crime. Some residents also questioned potential effects on property taxes, property values, and whether there is sufficient market demand for the additional residential units.

Statutory notice was advertised in the Windsor Star, a local newspaper. A courtesy notice was mailed to property owners within a 200 m of the subject lands. Comments from municipal departments and external agencies are attached as Appendix C.

Anticipated Change Based on Recommendations:

TRANSPORTATION IMPACT
Transportation Impact Study and Traffic Memo submitted Based on the anticipated trip generation, the additional density is expected to "*have a minimal effect on the intersection operations at each study area intersection*" and the surrounding transportation network.
PARKING SPACES
The proposed total of 220 parking spaces (204 spaces for the Multiple Dwellings and 16 garage spaces for the Townhome Dwellings) complies with requirements of Zoning By-law 8600. However, 4 Type B Accessible Parking Spaces are required; the concept plan shows 3 spaces. The number of loading spaces complies.
SANITARY SEWER
Functional Servicing Study submitted The existing sanitary sewer has a capacity of 36.22 L/s, with current flows at 18.20 L/s. Proposed developments (including this development and one proposed at the southeast corner of Howard and Holburn) are expected to generate 34.0 L/s, which is within—but close to—the system's capacity. This capacity is not reserved for any specific development.
STORMWATER MANAGEMENT
Functional Servicing Study and Stormwater Management Memo submitted. The allowable release rate for development lands is 35 l/s/ha for all events up to and including 1:100-year storm event. The analysis demonstrates that the conceptual site design can address established stormwater management criteria. Further refinement will occur when the design is finalized during SPC.

Discussion:

The development is supported by planning, engineering, and transportation reports submitted by the Applicant, as well as comments from City departments and external agencies. These materials were reviewed to assess the proposal's alignment with provincial and municipal planning policy, infrastructure capacity, and compatibility with the surrounding area.

Planning Justification Report (PJR) (Dillon Consulting Limited, 2026 April)

The PJR notes that the proposed development "*advances provincial and municipal objectives for intensification and housing diversity in a manner that is context-sensitive, efficient, and supportive of long-term community stability*" and introduces "*residential intensification that reflects the site's immediate context*. The placement of the townhome dwellings on Howard Avenue establishes "*a high quality of active urban design by orienting front doors and windows toward the public sidewalk and encouraging a pedestrian-focused integration with the existing neighbourhood*". The PJR states that the site is "ideally suited for the proposed residential development" (Section 3.6.4). The proposed development is a "*comprehensive, policy-aligned planning solution that advances Provincial and City objectives for intensification, housing diversity, and complete communities*".

The PJR concludes that the proposed development is "*appropriate, aligns with the Provincial Planning Statement, conforms to the intent and objectives of the City of Windsor Official Plan, and represents sound planning principles*". The City of Windsor Planning & Development Services concurs with the PJR submitted by the Applicant.

Functional Servicing Report (FSR) (Dillon Consulting Limited, 2025 November)

The FSR notes "*that there is sufficient capacity in the existing sanitary system to accommodate the new flows from the proposed residential development*" and that the "*future detailed design of sanitary sewers and services are to be consistent with the requirements of the City of Windsor and the Ontario Building Code (OBC)*". Regarding stormwater servicing, the FSR states that the "*allowable release rate for development lands was determined at 35 l/s/ha for all events up to and including 1:100-year storm event*" as part of the Storm and Sanitary Infrastructure Capacity Analysis prepared by Dillon Consulting in 2020 for future development along Howard Avenue.

The report notes that the "*required on-site stormwater storage will be provided by surface storage in parking lots and underground storage chambers. The peak discharges from the proposed storm sewers to the existing storm sewers on Howards Avenue will be controlled by the orifice plate*." The design of watermain service "*will be consistent with the requirements of the City of Windsor. Placement of hydrants for adequate fire protection will be completed during detailed design*."

The FSR concludes that the "*review of the adjacent services has been found to be sufficient for the proposed development. The design of the proposed internal services will be finalized during detailed design*." City of Windsor Engineering notes that a revised servicing study that reflects the final development will be required during SPC. They note that sanitary sewer on Howard Avenue is reaching capacity and that development intensification along the corridor

may need to be paused until planned capacity upgrades are completed under the next phase of the Howard Avenue corridor improvements project.

Stormwater Management Memo (Dillon Consulting Limited, 2025 November)

The Memo state that the "*proposed SWM infrastructure was designed to control post-development flows to the allowable release rate for all events up to and including the 100-year design storm event*" and that "o*n-site quantity control is proposed through a combination of underground storage and surface storage below the parking lot areas*".

The proposed stormwater management system will provide "*extra capacity, offering a total available storage volume of 1,092 m³ through a combination of underground and surface storage*".

Page 7 of the Memo concludes that the "*SWM design proposed for 3771, 3783 and 3793 Howard Avenue meets all regional and provincial requirements to satisfy the planning application requirements at this time*" and that the "*preliminary analysis demonstrates that the conceptual site design can address the established stormwater management criteria*." The analysis will be further refined a detailed design is finalized.

City of Windsor Engineering: Development notes that the "*applicant will be required to submit, prior to the issuance of permits, a stormwater management plan in accordance with Windsor Essex Region Stormwater Management Standards Manual, restricting stormwater runoff to pre development levels*."

Natural Site Features Inventory & Preservation Study (Consulting Limited, 2025 November)

The Study notes that:

> *"Although the Project Location has limited potential to support SAR habitat, due to the current and past land use (i.e., agricultural [planted orchard] on parcel 3771, and residential uses on each of the three parcels with regularly-mowed lawn dating back to at least the early 2000's), there is a very low likelihood for the proposed works to impact potential SAR and/or SAR habitat. No SAR were observed during the tree inventory and SAR assessment."*

The Study states that a "*suitable SAR bat roosting habit is present*" and that "*tree removal for these specific trees should be conducted outside of the bat active season*". The Study states that 175 trees were identified with 164 trees to be removed, preserving a total of 11 trees. The Tree Inventory and Preservation Plan will be finalized during Site Plan Control.

Transportation Impact Study (TIS) (Dillon Consulting Limited, 2025 March)

The TIS projects that the proposed development will "*generate 51 new vehicle trips (13 inbound, 38 outbound) during the AM peak hour, 70 vehicle trips (44 inbound, 26 outbound) during the PM peak hour, and 81 vehicle trips (41 inbound, 40 outbound) during the Saturday mid-day peak hour*." The TIS concludes that the "*addition of site traffic is expected to have a minimal effect on the intersection operations at each study area intersection*".

City of Windsor Transportation Planning has no concerns or further comments.

Traffic Memo (Dillon Consulting Limited, 2025 November 19)

The Traffic Memo was prepared to confirm the conclusions of the TIS when considering the revised concept plan prepared by ADA Architects (dated November 2025). The Memo confirms that the TIS remains valid.

Offset Driveway Review (Dillon Consulting Limited, 2026 April 2)

At the request of City staff, the Applicant submitted a memo summarising their review of the Offset Driveways between the subject parcel and the Lily Mac development on the east side of Howard Avenue. The memo notes that by "*offsetting the site driveway south of Lily Mac Boulevard, the left-turn movements will not interlock, and as such, the left-turn movements can operate effectively*" and that "*no cross-roadway movements are envisioned between the site and Lily Mac Boulevard*" reducing the severity of the conflict points.

City of Windsor Transportation Planning has no concerns or further comments.

Guideline Plan (Dillon Consulting Limited, 2025 November)

The Guideline Plan was prepared for the Applicant to provide a "preliminary planning framework for development" along this part of Howard Avenue. The City of Windsor Planning & Development Services Department did not require the Guideline Plan, and it has not been subject to any public input or review and approval by City Council.

Provincial Planning Statement 2024 (PPS):

The PPS 2024 provides policy direction on matters of provincial interest related to land use planning in Ontario. The Howard Avenue Mixed Use Corridor is considered a Strategic Growth Area, which the PPS encourages to be the focus of growth and development. Section 3.5 in the PJR states that the site is "*ideally suited for the proposed residential development*" because "*the land area is sufficient to accommodate this intensified development*" and "*the location of the proposed development is appropriate in that it is near commercial uses*". Further, the PJR notes the development is compatible in that it contributes "*positively to the established community*" and will "*coexist with surrounding uses without adverse impact*". The PJR concludes that the proposed development is "*consistent with the Provincial Planning Statement 2024*" and "*represents good planning*".

Planning and Development Services concurs with this analysis and is of the opinion that the proposed amendments to the Official Plan & Zoning By-law 8600 are consistent with the overall policy direction of the PPS.

City of Windsor Official Plan (OP):

The front portion of the parcel is designated "Mixed Use Corridor" and the remainder is designated "Residential" on Schedule D: Land Use in Volume 1 of the OP. That part of the subject parcel designated "Residential" permits Low and Medium Profile development. The "Mixed Use Corridor" designation permits Medium and High Profile development. The Applicant is requesting an amendment by adding a Special Policy Area to permit low profile development on land designated "Mixed Use Corridor".

Section 3.5 in the PJR provides an analysis of the policy direction of the PPS and OP. The proposed development "*provides a diverse range of … housing options, accommodating various demographics…this variety effective effectively meets the increasing demand for attainable and diverse housing solutions*". The proposed development "*contributes to a high quality of life by fostering a 'live, work, and play' environment*".

The PJR concludes that the proposed development "*meets the intent and purpose of the City of Windsor Intensification Guidelines*", "*represents the appropriate use for an underutilized property",* and "*will not negatively impact the surrounding land uses*".

Planning and Development Services concurs with the overall analysis in the PJR. Essentially, the Applicant is shifting some of the less intense development towards Howard Avenue. Overall, the proposed Multiple Dwellings and Townhome Dwellings represent intensification that satisfies the policy direction of the Official Plan to intensify residential development in appropriate locations. Setback provisions ensure an appropriate transition per Section 6.5.3.3 in the OP.

When OPA 198 is approved, the requested zoning amendment will conform to the policy direction of the OP.

Zoning By-Law 8600:

The Applicant is requesting a zoning amendment by changing the zoning from Residential District 1.1 (RD1.1) and Holding Residential District 1.1 (HRD1.1) to Residential District 3.2 (RD3.2) and adding a zoning exception to allow a Stacked Dwelling and Townhome Dwelling as additional permitted uses, a reduction in minimum landscaped areas and increase in the maximum building height of a Multiple Dwelling or Residential Care Facility.

The Applicant revised the concept plan to include 3 loading spaces in compliance with Zoning By-law 8600 which reduces conflicts with delivery vehicles blocking parked vehicles or aisles.

The reduction in required landscaped area is minimal as the large size of the parcel results in the creation of several large areas for residents to use for various purposes. The increase in building height allows for the efficient use of the parcel. The minimum building setbacks ensure an appropriate transition between uses. The development must comply with all other applicable zoning provisions. The Zoning Coordinator indicates that required accessible parking is deficient by one accessible parking space. The Applicant must comply with the requirement. The recommended zoning exceptions are appropriate in terms of additional permitted main uses and additional provisions.

Site Plan Control (SPC):

The development as proposed is subject to Site Plan Control, where detailed design matters, including urban design considerations, will be addressed. Recommendation 5 directs the Site Plan Approval Officer to consider comments from municipal departments and external agencies as part of this review.

Risk Analysis:

N/A

Climate Change Risks

Climate Change Mitigation:

Intensification minimizes the impacts on community greenhouse gas emissions as these developments create complete communities and neighbourhoods while using available or planned infrastructure and facilities such as sewers, sidewalks, and public transit.

Climate Change Adaptation:

Any new construction or renovation is required to meet the current provisions of the Building Code, which will be implemented through the building permit process.

Financial Matters:

N/A

Conclusion:

Based on the documents submitted by the Applicant, and this report, it is my opinion that the requested amendment to the City of Windsor Official Plan adding a new Special Policy Area to permit a limited range of low profile residential uses is consistent with the PPS 2024 and is in general conformity with the Official Plan. The requested amendment to Zoning By-law is consistent with the PPS 2024 and will be in conformity with the Official Plan when OPA 198 is approved. The recommendations to amend the Official Plan and Zoning By-law 8600 constitute good planning.

Planning Act Matters:

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

Greg Atkinson, MCIP, RPP
Deputy City Planner - Development

Neil Robertson, MCIP, RPP
City Planner

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

JP *RM*

Approvals:

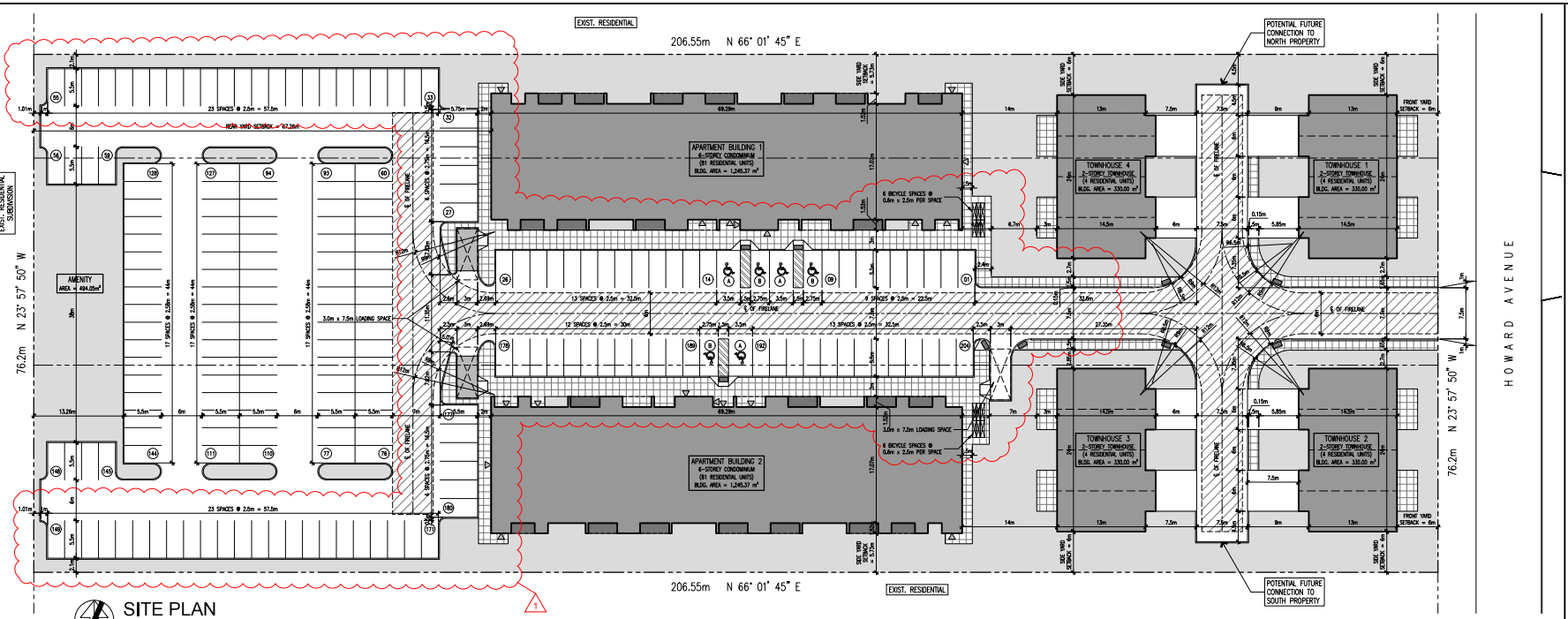
Name	Title
Adam Szymczak	Senior Planner - Development
Greg Atkinson	Deputy City Planner - Development
Neil Robertson	City Planner
Aaron Farough	Senior Legal Counsel, Legal & Real Estate
Jelena Payne	Deputy CAO/Commissioner, Economic Development
Ray Mensour	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

1 Appendix A - Concept Plan
2 Appendix B - Renderings - Townhouse
3 Appendix C - Consultations



SITE PLAN
SCALE : 1 : 300
0 2 4 8 12 16 20 30m

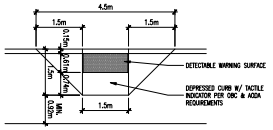
LEGEND

- NEW WALKWAY
- LANDSCAPED AREA
- TENANT PATIO

SITE DATA MATRIX : SITE ZONING : HRD1.1

		REQUIRED	PROPOSED
a.	LOT AREA		15,739.11 m²
b.	BUILDING AREA		
	APARTMENT BUILDING 1		1,245.37 m²
	APARTMENT BUILDING 2		1,245.37 m²
	TOWNHOUSE 1		330.00 m²
	TOWNHOUSE 2		330.00 m²
	TOWNHOUSE 3		330.00 m²
	TOWNHOUSE 4		330.00 m²
	TOTAL		3,810.74 m²
c.	BUILDING LOT COVERAGE (%)		24.21 %
d.	BUILDING GROSS FLOOR AREA (G.F.A.)		
	APARTMENT BUILDING 1		7,472.22 m²
	APARTMENT BUILDING 2		7,472.22 m²
	TOWNHOUSE 1		642.00 m²
	TOWNHOUSE 2		642.00 m²
	TOWNHOUSE 3		642.00 m²
	TOWNHOUSE 4		642.00 m²
	TOTAL		17,512.44 m²
e.	BUILDING HEIGHT		20.00 m
f.	BUILDING SETBACKS		
	FRONT – EAST		6.00 m
	REAR – WEST		22.00 m
	SIDE INTERIOR – NORTH		5.73 m
	SIDE EXTERIOR – SOUTH		5.73 m

		REQUIRED	PROPOSED
g.	NO. OF PARKING SPACES (INCLUDES HANDICAPPED SPACES)		
	APARTMENT		
	1.25 SPACES PER UNIT		
	BUILDING 1	101 SPACES	102 SPACES
	BUILDING 2	101 SPACES	102 SPACES
	VISITOR PARKING 15% OF UNIT PARKING SPACES		
	BUILDING 1	15 SPACES	15 SPACES
	BUILDING 2	15 SPACES	15 SPACES
	TOTAL	202 SPACES	204 SPACES
	TOWNHOUSE WITH ATTACHED GARAGE		
	1 SPACES PER DWELLING UNIT		
	BUILDING 1	4 SPACES	4 SPACES
	BUILDING 2	4 SPACES	4 SPACES
	BUILDING 3	4 SPACES	4 SPACES
	BUILDING 4	4 SPACES	4 SPACES
	TOTAL	16 SPACES	16 SPACES
h.	NO. OF ACCESSIBLE PARKING SPACES FOR APARTMENTS		
	TYPE A	3 SPACES	3 SPACES
	TYPE B	3 SPACES	3 SPACES
i.	NO. OF LOADING SPACES		
	MULTIPLE DWELLING	3 SPACES	3 SPACES
j.	NO. OF BICYCLE PARKING SPACES	11 SPACES	12 SPACES
k.	PAVED AREA		6,203.70 m²
	COVERAGE		39.42 %
l.	LANDSCAPED AREA		
	HARD		1,225.71 m²
	SOFT		4,004.06 m²
	TOTAL		5,229.77 m²
	COVERAGE		33.23 %
n.	LINEAR CONCRETE CURB		899.07 m



CURB RAMP DETAIL
SCALE : 1 : 75

2026/04/17	1 SPC REVISION
2025/11/10	PLANNING REVIEW
2025/09/22	CLIENT REVIEW
2025/07/07	CLIENT REVIEW
2024/05/30	SITE PLAN CONTROL PRE-CONSULTATION
date (yy/mm/dd):	issued for:

general notes:

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

stamp:

ONTARIO ASSOCIATION OF ARCHITECTS
2024-078
STEPHEN M. SERRELL
LICENCE
6040
2026-04-17

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

project:
ASTORIA DEVELOPMENT

HOWARD AVENUE,
WINDSOR, ONTARIO

client:
FORTIS GROUP

title:
SITE PLAN & SITE DATA

scale: AS SHOWN
drawn by: SJP
checked by: SMB
date: MAY, 2024
comm. no.: 2024-078
sheet no.:

SPC1.0

ASTORIA - PROPOSED RESIDENTIAL DEVELOPMENT
TOWNHOUSE DESIGN V2.0

Howard Ave. Windsor ON

RENDER PACKAGE

architectural design associates inc. architect

1670 Mercer St.
Windsor | Ontario
N8X 3P7

Tel 519.254.3430

ada-architect.ca

a architectural
d design
a associates
inc. architect

architectural
design
associates
inc. architect

a architectural
d design
a associates
inc. architect

architectural
design
associates
inc. architec

a architectural
d design
a associates
inc. architect

CANADA POST: BRUNO DESANDO

This development falls within our centralized mail policy.

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

Should the description of the project change, I would appreciate an update to assess the impact of the change on mail service. If you have any questions or concerns regarding these conditions, please contact me. I appreciate the opportunity to comment on this project.

Lock-Box Assembly Requirements: The complete Canada Post Standards Manual for Builders & Developers can be downloaded at:

https://www.canadapost.ca/cpo/mc/assets/pdf/business/standardsmanual_en.pdf

Compartments Size:

Horizontal lock-box models used in mailrooms must have the following minimums:

- Residential compartments must be at least 12.5 x 13.5 cm
- Commercial compartments at least 13.5 x 30.5 cm
- Parcel compartments at least 30.5 x 30.5 cm

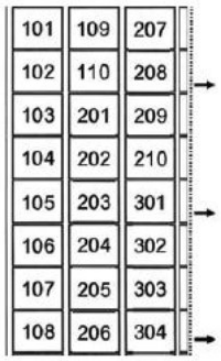
Vertical lock-box models must have min comp size of 25 x 12.5 cm. (Most models are 40 x 12.7 cm)

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

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

Access: All buildings where the lock-boxes are required to be serviced from inside the building are required to install a Canada Post Crown lock in the building intercom. The intercom is pre-fabricated with an internal housing for the lock. The lock can be obtained from the local deliver supervisor.

If the building has more than 100 units, a rear-loading lock-box assembly will be installed. The door to the Canada Post delivery area must be fitted with a specific model of deadbolt. This is because Canada Post will supply a key cylinder made specifically for the Canada Post key that will fit inside the deadbolt purchased by the developer.



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

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

CITY OF WINDSOR: DEVELOPMENT ENGINEERING

Adjacent Site Access: Please note that this area (West of Howard Avenue between Cabana Road and Kenilworth Park) has previously been identified as requiring potential though-access to abutting properties. Based on the current development concept, there does not appear to be accommodation for through access all the way to the North or South property line. Future development North of the subject site will need to be assessed at the time of development to reevaluate this need. There is only 1 parcel south of the subject site, which has existing access to Howard Avenue.

Sewers: The site may be serviced by a 250mm sanitary sewer and a 600mm storm sewer located within Howard Avenue right-of-way. If possible existing connections should be utilized. Any redundant connections shall be abandoned in accordance with the City of Windsor Engineering Best Practice B.P 1.3.3.

A Functional Servicing Study has been submitted by Counterpoint Land Development by Dillon Consulting which provides an overview of the sanitary demands of this development. The sanitary sewer on Howard Avenue is near capacity with the additional flows of this development; however, this portion of Howard is expected to be upgraded in a future phase of the Howard Avenue Reconstruction Project which will alleviate the capacity concerns.

The applicant will be required to submit, prior to the issuance of permits, a stormwater management plan in accordance with Windsor Essex Region Stormwater Management Standards Manual, restricting stormwater runoff to pre development levels. This will include:

- 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 links below)

  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: Howard Avenue is classified as a Class II Arterial road with a required right-of-way width of 26m; the current right-of-way width is 23.2m. However, no conveyance is being requested as these lands fall within the boundaries of the previously completed Howard Avenue Environmental Assessment Study, which does not identify any land acquisition being required from the subject parcels.

Howard Avenue is deficient in road and shoulder quality and currently lacks curb and gutter as well as municipal sidewalks. The applicant is required to provide a cash contribution towards the future construction of this infrastructure.

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

Howard Avenue Improvements: The owner(s) agree to the following regarding upgrades to Howard Avenue:

1) **Sidewalks -** to pay to the Corporation, prior to the issuance of a construction permit, the sum of $8,771.00 being the owner's contribution towards the future construction of a concrete sidewalk on the Howard Avenue frontage of the subject lands;
2) **Curb and Gutter –** to pay to the Corporation, prior to the issuance of a construction permit, the sum of $4,636.00 being the owner's contribution towards the future construction of concrete curb and gutter on the Howard Avenue Frontage of the subject lands.

Contact: Daniel Lopez, dlopez@citywindsor.ca

CITY OF WINDSOR: ENGINEERING: RIGHT-OF-WAY

Required Drawing Revisions:

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.
- Concerns regarding storm, sanitary and traffic capacity have been identified at this section of Howard Avenue.

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

Contact; Lea Marshall, lmarshall@citywindsor.ca

CITY OF WINDSOR: PARKS DEVELOPMENT: SHERIF BARSOM

No comments from Parks Development.

CITY OF WINDSOR: PLANNING & DEVELOPMENT SERVICES: ENVIRONMENTAL POLICY

Environmental Policy staff reviewed the Natural Site Features and Tree Inventory Plan (NSFTIP) prepared by Dillon Consulting (dated November 2025). Environmental Policy staff note the NFSTIP does not appear to provide complete regard to policy section 4.1.7 of the Provincial Planning Statement (2024), related to the habitat of Endangered Species and Threatened Species and require the following to be addressed at the time of Site Plan.

i. The NSFTIP was updated in the most recent submission; however, it does not include regard to all the species identified in the appropriate NHIC grid. Environmental Policy requires the applicant to provide a memo / addendum / update to the NSFTIP to reference all the species within NHIC Grid 17LG3580. Regard should be included for the potential of the Redheaded Woodpecker and regard for the potential of the Blandings Turtle.

ii. The NSFTIP provided no reference of the existing Merritt Drain to the rear of the property (runs Northwest and Southeast).

Additional Comments: Environmental Policy staff note that EIS shows dense tree coverage on the site as recent as 2023 (see image below). It appears that several trees have been removed within the subject properties between December 10, 2024 (Figure 1 of the NFSTIP), and EIS 2025 aerial imagery.

Figure 1 of the NFSTIP

EIS Aerial Imagery (2025)

EIS Aerial Imagery (2023)

Contact: Connor Wilson,

CITY OF WINDSOR: PLANNING & DEVELOPMENT SERVICES: HERITAGE PLANNING

REQUIRED DOCUMENTS HAVE NOT BEEN SUBMITTED: A Stage 1 Archaeological Assessment has not been submitted, and the condition is still outstanding.

Heritage: There is no apparent built heritage concern with this property.

Archeology: The subject property is located within the Archaeological Potential Zone (as per the recently adopted Windsor Archaeological Management Plan, 2024; OPA 181; and updated 2024 archaeological potential model OP Volume I Schedule C-1). A Stage 1 archaeological assessment and any further recommended assessments are required to be entered into the Ontario Public Register of Archaeological Reports to the satisfaction of the City of Windsor and the Ontario Ministry of Citizenship and Multiculturalism, prior to any additional land disturbances. A final copy of these relevant archaeological reports and GIS study area must be submitted to the City of Windsor.

Contact: Tracy Tang, ttang@citywindsor.ca

REPORT S 30/2026: APPENDIX C: CONSULTATIONS

CITY OF WINDSOR: PLANNING & DEVELOPMENT SERVICES: LANDSCAPE ARCHITECT

The proposed reduction in landscaped area should demonstrate that adequate landscape functionality, tree canopy coverage, and buffering can still be achieved at the Site Plan Control stage without relying primarily on artificial screening measures.

It is recommended that a usable outdoor amenity area be provided in a more central location on the site, with convenient and direct access from both the multiple dwelling buildings and the townhome units, without parking areas limiting visibility or connectivity. The amenity area should be in a highly visible area to promote natural surveillance and "eyes on the space."

CITY OF WINDSOR: PLANNING & DEVELOPMENT SERVICES: 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

CITY OF WINDSOR: PLANNING & DEVELOPMENT SERVICES: URBAN DESIGN

The applicant proposes a residential development consisting of townhome dwellings along Howard Avenue and two multiple-dwelling buildings located within the interior of the site. The surrounding context is characterized by established, low-rise, single-family residential neighbourhoods, with limited mid-rise development in the immediate area. The proposal requires an Official Plan Amendment and Zoning By-law Amendment and is subject to Site Plan Control.

Currently, the overall site organization is not supported. While the density contemplated may be achievable in principle, the proposal does not sufficiently demonstrate how built form, massing, orientation, buffering, circulation, access, and parking will function together in a manner that is compatible with the surrounding low-rise residential context and existing site conditions.

Several key matters remain unresolved and are considered premature to advance currently. These include:

- Ensuring appropriate transitions to adjacent residential properties along Inglewood Avenue and Whiteside Drive;
- Determining the appropriate treatment of lands subject to the Holding (H) Provision;
- Clarifying the function and integration of the Merritt Drain within the development concept;
- Refining the internal street network and block structure; and
- Establishing a coherent access hierarchy and organizing the public realm accordingly.

Further work on these matters should proceed only after Planning & Development Services has completed the **Guideline Plan** for the Howard Avenue corridor.

Contact: Sophia Di Blasi,

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

Proposed Zoning District: Residential District 3.2 (RD3.2)

Proposed Use: 2 Multiple Dwellings and 4 Townhome Dwellings

Section 12.2.5 – Residential District 3.2 (RD3.2):

- Minimum Lot Frontage [12.2.5.1]:
  - Required: 30.0 m Existing: 76.2 m
- Minimum Lot Area – for any other lot [12.2.5.2]:
  - Required: 10,340.0 m^2 Existing: 15,739.1 m^2
- Maximum Lot Coverage [12.2.5.3]:
  - Required: 35.0% Proposed: 24.2%
- **Maximum Main Building Height – Interior Lot [12.2.5.4]:**
  - **Required: 18.0 m Proposed: 20.0 m**
  - **Applicant notes this being the proposed building height. No elevation drawings were provided.**
- **Minimum Landscaped Open Space Yard [12.2.5.8]:**
  - **Required: 35.0% of *lot area* Proposed: 32.1%**
- Maximum Dwelling Unit Density – dwelling units per hectare [12.2.5.13]:
  - Required: 235 Proposed: 174

Section 24 – Parking, Loading, and Stacking Provisions:

- Required Number of Visitor Parking Spaces [24.22.1.1]:
  - Required: 24 Proposed: Applicant states 30 visitor parking spaces are to be provided, but they are not labelled on the site plan.
- **Required Number of Type B Accessible Parking Spaces [24.24.1]:**
  - **Required: 4 Proposed: 3**

Section 25 – Parking Area Regulations: COMPLIES

CITY OF WINDSOR: TRANSIT WINDSOR

Transit Windsor does not have any objections to this development. The closest existing transit route to this property is with Route 240. Route 240 has an existing weekday peak frequency of 30 minutes. The closest bus stop to this property is directly across the street from this development on Howard at Lily Mac northeast corner providing direct transit service for this development.

Contact: Jason Scott,

REPORT S 30/2026: APPENDIX C: CONSULTATIONS

CITY OF WINDSOR: TRANSPORTATION PLANNING

Sidewalk: A sidewalk contribution along the frontage of Howard Avenue is required as per Engineering Right-of-Way's comments.

Parking: All parking must comply with ZBL 8600.

Transportation Impact Study: Transportation has received and reviewed the TRANSPORTATION IMPACT STUDY; file number 24-8888; Prepared by ASTORIA INC.; dated March 2025 and has no concerns and no further comment.

Transportation has received and reviewed the Offset Driveway Memo; Prepared by DILLON CONSULTING LIMITED; dated April 2026 and has no concerns and no further comment.

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

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

Contact: Aashvi Sarvaiya, Transportation Planner I, tda@citywindsor.ca

ENWIN: HYDRO ENGINEERING: Tia McCloskey

No Objection provided clearances are maintained from the following infrastructure:

- Overhead 27kV primary distribution pole line and associated down guy wires/anchors across the street to the East of the above noted addresses.
- Overhead 120/240V secondary triplex distribution across the street to the East.
- Overhead 120/240V secondary triplex servicing wire with associated service poles, servicing the above noted addresses.

The owner will be responsible for coordinating all required removals with ENWIN, including any sentinel light poles and hydro services/meters, as well as related account closures. When ready to proceed, the owner may submit a request to ENWIN at tsd@enwin.com.

Proposed buildings and additions must maintain adequate clearance from all hydro distribution infrastructure. Refer to the Occupational Health and Safety Act for minimum limits of approach during construction and the Ontario Building Code for required clearances for new buildings and additions.

ENWIN: WATER ENGINEERING: Bruce Ogg

ENWIN Water has no objections. The existing water services are to be abandoned, and a new water service is required for the proposed development.

Subject: OPA & Rezoning – 455 Kennedy Drive West – OPA 201 OPA/736 Z-005/26 ZNG/7361 – Ward 1

Reference:

Date to Council: June 1, 2026
Author: Adam Szymczak, MCIP, RPP
Senior Planner - Development
519-255-6543 x 6250
aszymczak@citywindsor.ca
Planning & Building Services
Report Date: 4/7/2026
Clerk's File #: Z/15159&Z/15160

To: Mayor and Members of City Council

Recommendation:

I. THAT Schedule "D" of Volume I: The Primary Plan of the City of Windsor Official Plan **BE AMENDED** by changing the land use designation of Part of Block E, Plan 1241, further identified as Part of Part 1, Plan 12R-30034 (Part of PIN 01289-2151), known municipally as 455 Kennedy Drive West, (Roll No. 080-090-03200), and situated on the south side of Kennedy Drive West at McGregor Boulevard from "Open Space" to "Residential".

II. THAT Zoning By-law 8600 **BE AMENDED** by adding a zoning exception to Section 91.10 as follows:

26. **SOUTH SIDE OF KENNEDY DRIVE WEST AT McGREGOR BOULEVARD**

For the lands consisting of Part of Block E, Plan 1241, further identified as Part of Part 1, Plan 12R-30034 (Part of PIN 01289-2151), the following additional provisions shall apply:

a) *Building Height*: *Main Building*: *maximum*: 17 m

b) *Building* Setback:

1. From a *front lot line*: *minimum* 12.0 m
2. From any other *lot line*: *minimum* 1.50 m
3. The *building* setback shall not apply to a *parking garage* located entirely *below grade*, including an *access ramp* and a staircase or emergency exit from the *parking garage*.

c) *Landscaped Area*: *minimum*: 33% of *lot area*

d) Sections 24.26.5 and 24.26.8 shall not apply.

e) Notwithstanding Section 25.5.20.1.2, the *minimum* separation of a *parking area* from a *street* shall be 0.7 m.

f) An ornamental screening fence having a height of 1.20 m shall span the length of the *parking area* such that any *parking spaces* located in the *front yard* are partially screened from Kennedy Drive.

g) Notwithstanding Section 25.5.20.1.3, the *minimum* separation of a *parking area*, *access area*, *collector aisle*, or driveway from an *interior lot line* shall be 0.0 m.

h) Notwithstanding Section 25.5.20.1.6, the *minimum* separation of a *parking area* from a *building* wall shall be 1.80 m. For that part of the *parking area* being used as a drop-off area, the *minimum* separation between the *building* wall and the drop-off area shall be 0.0 m.

(ZDM 9; ZNG/7361)

III. THAT Zoning By-law 8600 **BE FURTHER AMENDED** by changing the zoning of Part of Block E, Plan 1241, further identified as Part of Part 1, Plan 12R-30034 (Part of PIN 01289-2151), known municipally as 455 Kennedy Drive West, (Roll No. 080-090-03200), and situated on the south side of Kennedy Drive West at McGregor Boulevard from GD1.2 to RD3.2x(26).

IV. THAT, when Site Plan Control is applicable:

At the discretion of the City Planner, Deputy City Planner, or Site Plan Approval Officer, the following additional materials **BE SUBMITTED** with an application for site plan approval:

a) A Stage 1 Archaeological Assessment and any further recommended assessments are required to be entered into the Ontario Public Register of Archaeological Reports to the satisfaction of the City of Windsor and the Ontario Ministry of Citizenship and Multiculturalism, prior to any additional land disturbances. A final copy of the archaeological reports and the GIS study area must be submitted to the City of Windsor.

b) Any documents, materials, or studies identified in Appendix A to Report S 31/2026, all updated to be consistent with the site plan for which approval is being sought, to the satisfaction of the municipal department or external agency requiring their submission.

V. The Site Plan Approval Officer **BE DIRECTED** to incorporate, subject to any updates or revisions, any requirements identified in Appendix A to Report S 31/2026 and any documents submitted with a Site Plan Control application into an approved site plan and an executed and registered site plan agreement, to the satisfaction of the department or agency requesting them.

VI. The Site Plan Approval Officer **CONSIDER** any recommendations identified in Appendix A to Report S 31/2026 and in the documents submitted in support of the applications for amendments to the Official Plan and Zoning By-law 8600 in an approved site plan and an executed and registered site plan agreement, to the satisfaction of the department or agency recommending them.

Executive Summary:

N/A

Background:

Location: 455 Kennedy Drive West

Roll No: 080-090-03200

Legal: Part of Part 1, Plan 12R-30034, being Part of Block E, Plan 1241; Part of PIN 01289-2151

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

Applicant: City of Windsor (Joe Baker)

Owner: City of Windsor

Agent: Dillon Consulting Limited (Karl Tanner & Rukma Ramdenee)

Proposal: Construct one Multiple Dwelling having a maximum building height of 17 metres over 4-storeys and consisting of 48 dwelling units. A total of 85 parking spaces is proposed including 11 visitor parking spaces in a surface lot adjacent to Kennedy Drive, and 74 parking spaces and 5 bicycle parking spaces in a below-grade parking garage. Four accessible parking spaces and one access area to Kennedy Drive is proposed.

Amendment: Official Plan Amendment (OPA) changing the land use designation from Open Space to Residential and an amendment to Zoning By-law 8600 (ZBA) changing the zoning from Green District 1.2 (GD1.2) to Residential District 3.2 (RD3.2) with a zoning exception for maximum building height, setbacks from lot lines, and other variances.

Submitted Documents: All documents are available online or by email. Drawings are conceptual and subject to change:

Application Official Plan Amendment, Application Zoning By-law Amendment, Concept Plans, Heritage Impact Assessment, Functional Servicing Report (FSR), Planning Justification Report (PJR), Public Engagement Summary, Shadow Study & Renderings, Traffic Brief, and Urban Design Brief.

Site Information:

OFFICIAL PLAN	ZONING B/L 8600	CURRENT USE	PREVIOUS USE
"Open Space"	Green District 1.2 (GD1.2)	Vacant Land & Building	Parking Clubhouse
LOT FRONTAGE	**LOT DEPTH**	**LOT AREA**	**LOT SHAPE**
89.8 m	Irregular	0.539 ha	Irregular
All measurements are approximate and subject to change.			

Figure 1: Official Plan Amendment (OPA 201)

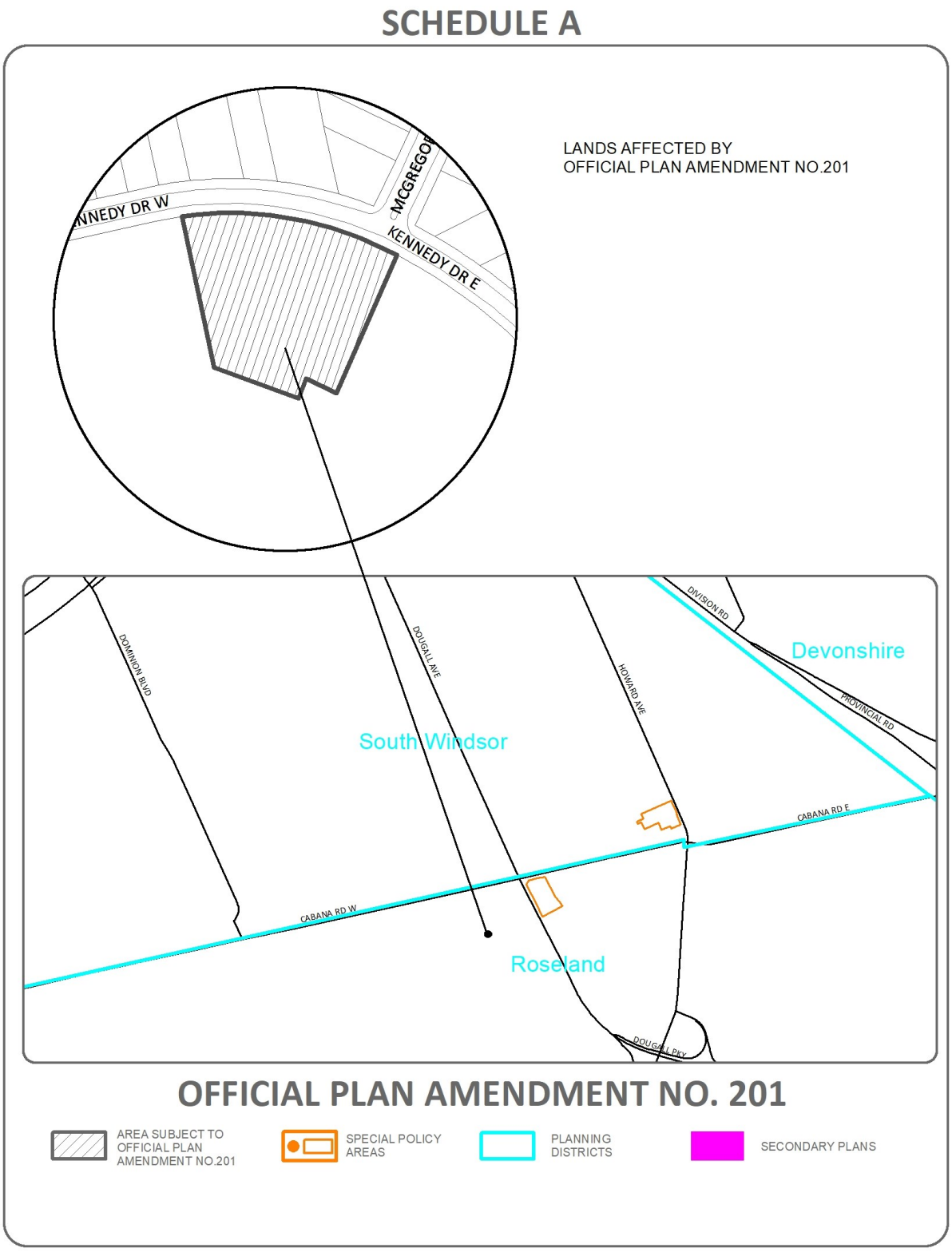


Figure 2: Key Map

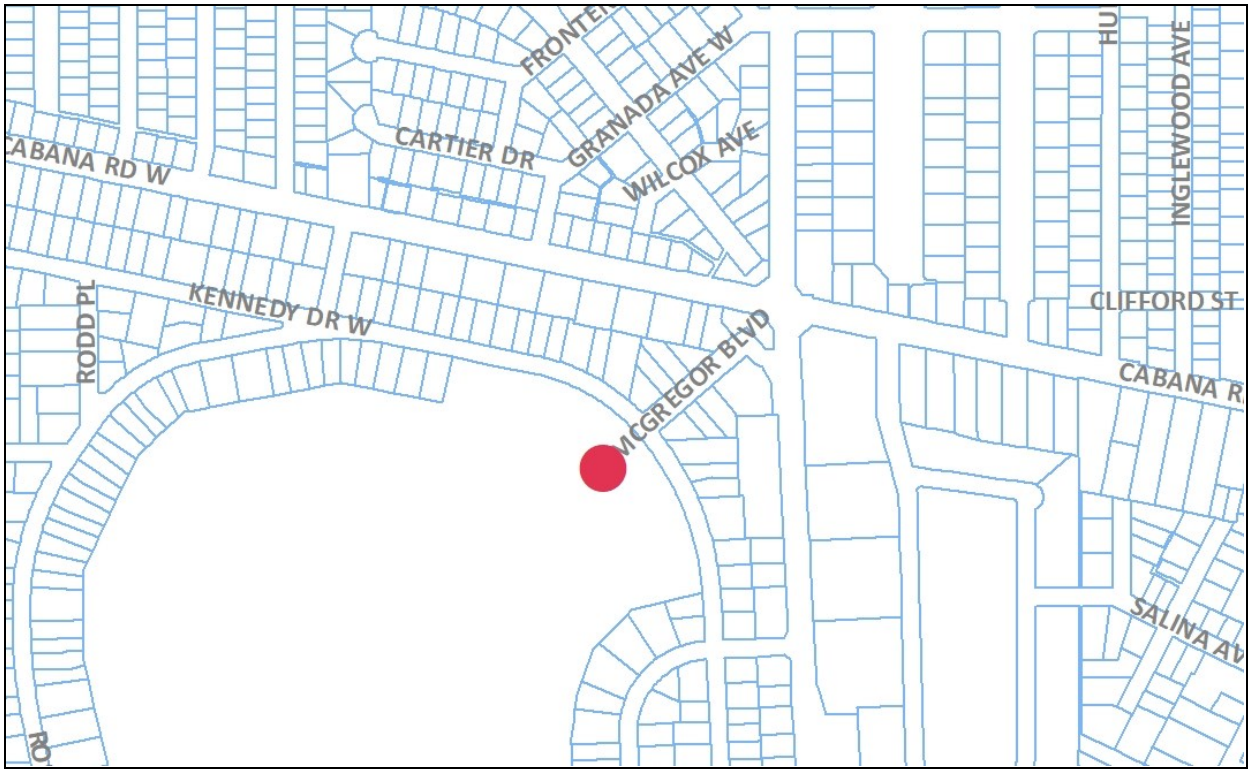


Figure 3: Subject Parcel - Rezoning

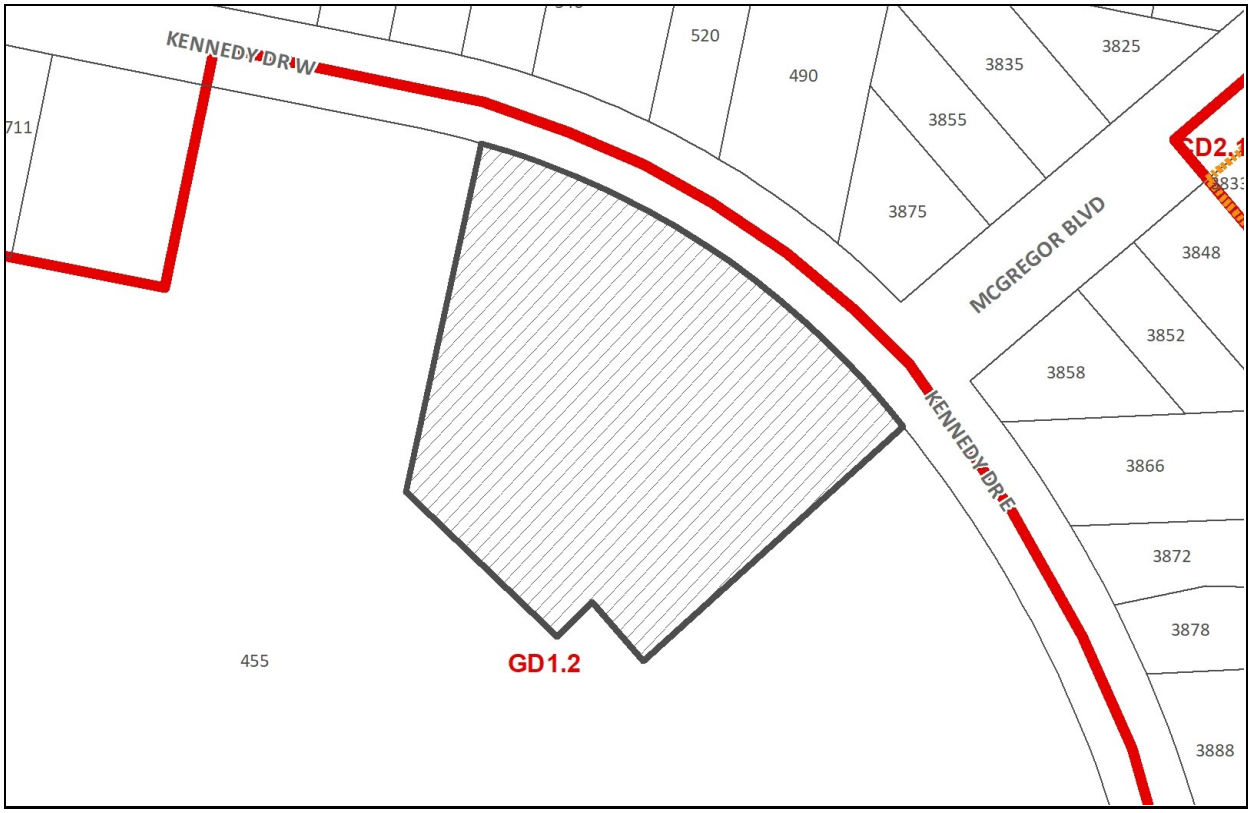


Figure 4: Neighborhood Map

NEIGHBOURHOOD MAP - Z 005-26 [ZNG-7361] & OPA 201 [OPA-7362]

SUBJECT LANDS

Neighbourhood:

Section 2.0 in the Planning Justification Report and Section 1.4 in the Urban Design Brief provide a description of the subject site and surrounding land uses.

Single unit dwelling is the predominant housing type in the surrounding area. Nearby commercial uses include a corridor from the intersection of Dougall Avenue and Cabana Road, southerly to the intersection of Dougall Avenue and Roseland Drive East. A larger corridor is located to the north on Dougall Avenue between Liberty Street and EC Row Expressway. Another commercial node is located at Cabana Road East and Howard Avenue. Various schools, places of worship and parks are located throughout the surrounding area.

Kennedy Drive and McGregor Boulevard are classified as a Local Road with curbs and no sidewalks. Cabana Road and Dougall Avenue are classified as a Class II Arterial Road with a four lane cross-section, curbs and sidewalks. Cabana Road has on-street bike lanes. Dougall Avenue provides access to EC Row Expressway and Highway 401. Cabana Road provides access to the Herb Gray Parkway (Highway 401 and Huron Church Road) and LaSalle to the west, and to the Windsor Airport, the future Fancsy Family Hospital, and the Town of Tecumseh to the east.

The closest existing bus stop to this property is located on Cabana at Granada Southeast Corner. This bus stop is approximately 320 m from this property falling within Transit Windsor's 400 m walking distance guidelines to a bus stop. This will be maintained with Transit Windsor's City Council approved Transit Master Plan

Consultations:

An Open House was held on April 30, 2026, from 6 pm to 7:30 pm at the Capri Pizzeria Recreation Complex at 2555 Pulford Street and virtually. Notices were delivered to approximately 1,000 residents and interested parties. Display materials were posted online at the City's project website. A total of 61 people attended in-person and virtually. A summary of comments from the public and responses from the Applicant are provided in the Public Engagement Summary available online. 13 comments were received.

Public feedback noted concerns with the proposed development's height, density, and overall compatibility with the surrounding neighbourhood, including potential impacts on privacy, noise, light, and shadowing. Citizens also raised issues regarding increased traffic volumes and road safety on Kennedy Drive and other roads, the loss of parking for the golf course, and the capacity of existing water, sewer, and utility infrastructure. Some residents questioned potential effects on property taxes, property values, and whether there is sufficient market demand for the additional residential units.

Statutory notice was advertised in the Windsor Star, a local newspaper. A courtesy notice was delivered to all property owners within a 200 m of the subject lands and to those residents and property owners who requested notification at, or attended, past open houses or public meetings regarding the subject lands. Notices were delivered to approximately 1,000 residents and interested parties, consistent with the Open House notifications.

Comments received from municipal departments and external agencies are attached as Appendix A. Additional comments from municipal departments and external agencies may be provided at the DHSC and Council Meetings.

Anticipated Change Based on Recommendations:

TRANSPORTATION IMPACT
Traffic Brief submitted Based on the anticipated peak hour trip generation of 16 to 18 trips, the additional residential density is expected to have a negligible impact on the surrounding transportation network. No delays or queuing issues are anticipated.
PARKING & LOADING
The proposed total of 85 parking spaces including 11 visitor parking spaces in a surface lot adjacent to Kennedy Drive West and 74 parking spaces in a below-grade parking, exceeds the minimum required parking spaces by 25 spaces. The proposed development satisfies Zoning By-law requirements for accessible parking spaces and loading spaces.
SANITARY SEWER
Functional Servicing Report submitted The FSR notes a residual capacity of 529 people within the original servicing allocation for the golf club and original clubhouse, resulting in a net change in sanitary demand that is negligible. The proposed residential development is not expected to adversely affect capacity of the existing trunk sewer.
STORMWATER MANAGEMENT
Functional Servicing Report submitted Preliminary analysis demonstrates that the conceptual site design can address established stormwater management criteria. Further refinement will occur when the design is finalized during SPC.

Discussion:

The proposed residential development is supported by planning, engineering, and transportation reports prepared by the Agent on behalf of the Applicant, as well as comments provided by City departments and external agencies. These materials were reviewed to assess the proposal's alignment with provincial and municipal planning policy, infrastructure capacity, and compatibility with the surrounding neighbourhood.

This report does not analyze or comment on the new clubhouse, the redesigned parking area for the golf course, or any other matters related to the Roseland Golf Course.

Housing Solutions Made for Windsor

On March 1, 2024, the City of Windsor identified several properties with immediate potential for development for all types of housing needs, including affordable housing and missing middle housing. The subject lands were among those that were identified. To facilitate redevelopment and demolition of the existing clubhouse, City Council adopted By-law 64-2025 in February 2025, to correct the heritage designation bylaw for approximately 1.66 hectares of land that consisted of the former clubhouse, parking areas, a putting green, and the main vehicular entrance to Roseland Golf Club. These lands did not form part of the original 1926 course layout designed by Donald Ross and had no significant cultural heritage significance.

The City issued an Expression of Interest and Prequalification on October 3, 2025, that sought the design and construction of a new clubhouse on City land, and the acquisition and development of the subject site by a private developer for a multiple dwelling building. In April 2026, the City announced that a joint venture between Valente Development Corporation and Bear Construction and Engineering Inc. was selected to build the proposed multiple dwelling and new clubhouse.

Details about the **Housing Solutions Made for Windsor** program are available online at https://letstalk.citywindsor.ca/housing-solutions-made-for-windsor and https://letstalk.citywindsor.ca/455-kennedy-drive.

***Planning Act*, R.S.O. 1990, c. P.13**

Although the proposed development has progressed as a City-led initiative under the Housing Solutions Made for Windsor program, and has received Council approval to enter into a Development Agreement, the Zoning By-law Amendment process remains a necessary statutory requirement governed by the *Planning Act*. Administration has complied with all applicable legislative requirements, reviewed the submitted technical studies, and reviewed the proposal in a manner consistent with how all development applications are reviewed and processed.

Additionally, in order to fulfill its role in the legislative process, Planning & Development Services staff were not involved in the negotiation of the Development Agreement related to the broader project. Ultimately, should Council not approve the recommended zoning amendment, the development cannot advance, as rezoning approval is a condition of the Development Agreement.

Planning Justification Report (PJR) (Dillon Consulting Limited, 2026 April)

The PJR notes that the development "*presents a thoughtful infill opportunity that modestly increases housing supply within an established, well-serviced neighbourhood*". The development can be adequately serviced without any significant infrastructure upgrades. The proposed height of the building "*provides an appropriate transition in scale and massing, bridging the existing two-storey dwellings within the Roseland neighbourhood*". Regarding compatibility, the PJR states that the development "*contributes positively to the neighbourhood by introducing a modest increase in population, supporting local amenities, and enhancing the overall vitality of the area*".

The PJR states that the development "*implements the policy direction of the Provincial Planning Statement (2024), City of Windsor Official Plan, its Zoning By-law 8600 and the 'Housing Solutions Made for Windsor' strategy*", "*optimizes underutilized municipal land to increase housing supply*" and "*allows for existing residents, particularly seniors, to remain within their community as their housing needs evolve*".

The PJR concludes that the amendments will "*facilitate the development of a medium profile, multiple dwelling building within the established, well-serviced Roseland neighbourhood, expanding the existing housing option that aligns with the City's goals for intensification, housing choice, and community reinvestment*".

Further, the "*proposal is suitable and will not be impacted by or negatively impact surrounding uses but rather contribute to the neighbour's vitality, is consistent with the PPS, conforms to the intent and purpose of the City of Windsor Official Plan, and represents good planning*." Planning & Development Services generally concurs with the information, analysis and conclusions in the PJR.

Heritage Impact Assessment (HIA) (a+Link Architecture Inc. 2026 May)

The HIA states that the proposed development "*being set back behind the proposed new clubhouse building, it would have a minor impact by minimizing the overall scale of the new multi-unit building*" and that shadows on the hole #9 green will "*be very minimal as only a small portion of shadowing occurs at the far end of the hole, beyond the green area*". Further, the HIA notes that the "*proposed development does not affect the relationship of the heritage attribute from its surrounding environment as the majority of the golf-course's perimeter will remain untouched*."

The HIA concludes that the proposed development "*introduces a medium-profile residential building within an established, well-serviced neighbourhood, providing a modest and context-sensitive level of intensification*", that the "*design incorporates appropriate massing, setbacks, and orientation to ensure compatibility with surrounding low-density residential uses, while enhancing the streetscape along Kennedy Drive West*", and that the "*proposed four-storey residential building would not have any adverse or direct impact on the existing cultural heritage resource*". The City of Windsor Heritage Planner concurs with the analysis and recommendations in HIA

Functional Servicing Report (FSR) (Dillon Consulting Limited, 2026 April)

The FSR notes a "*residual capacity of 529 people within the original servicing allocation. Consequently, the net change in sanitary demand is negligible, and the proposed development is not expected to adversely affect the capacity of the existing 1050mm trunk sewer*" and that the "*future detailed design of sanitary sewers and services are to be consistent with the requirements of the City of Windsor and the Ontario Building Code (OBC)*".

Regarding stormwater servicing, the FSR states that the "*proposed building and future parking lot will be serviced through a new storm sewer network constructed within the proposed development and sized to accommodate a 1:5-year storm event. An internal pumping system will be required to lift drainage from the underground parking into the storm sewer system. A backflow prevention device is recommended at the outlet into the Lennon Drain to protect the proposed development from high water levels in the open drainage system*." The FSR further notes that a "*geotechnical Investigation is required to establish the localized groundwater table elevation, which is a critical design constraint for the underground parking facility*."

The report states that "*to mitigate the risk of flooding during extreme storm events, the minimum finished floor elevation (FFE) for the multi-residential building shall be established of at least 0.30m above the higher of either the 100-year high-water level (HWL) of the Lennon Drain or the proposed 100-year HWL for the site surface ponding*."

City of Windsor Engineering notes that a sanitary sewer study will be required, and stormwater management will be finalized, during Site Plan Control and prior to issuance of permits.

Traffic Brief (Dillon Consulting Limited, 2026 March 20)

The Traffic Brief states that "*based on published ITE trip generation data, the proposed residential development is anticipated to generate 16 vehicle trips (4 inbound, 12 outbound) during the weekday AM peak hour, and 18 vehicle trips (11 inbound, 7 outbound) during the weekday PM peak hour*." No delay or queuing issues are anticipated at nearby intersections.

The Brief concludes that the "*proposed residential development is expected to have a negligible impact on the surrounding road network. The performance of the study area intersections is expected to remain relatively unchanged. No critical movements or operational issues arise from the proposed development*."

Urban Design Brief (UDB) (Dillon Consulting Limited, 2026 April)

The UDB states that the proposed building establishes a "*clear street presence while maintaining a strong relationship with the surrounding landscape*" and "*direct pedestrian access supports the public realm, while landscaped setbacks and frontage amenity areas provide a gradual transition to the residential area*".

The building form "*incorporates horizontal and vertical articulation through recessed balconies, variations in façade planes, and material changes to reduce visual bulk and create a consistent architectural rhythm. These elements break down the building mass into legible components, avoiding a monolithic appearance"*.

The shadow study demonstrates that the proposed development "*casts limited and shifting shadows that do not result in prolonged overshadowing of adjacent homes or private amenity areas. The building's modest height, compact form, and north-south orientation minimize the extent and duration of shadows*."

The UDB concludes that development achieves compatibility "*through appropriate height, articulated massing, and landscaped setbacks, ensuring a gradual transition to adjacent residential uses*" and that the development "*represents a well-integrated and forward-looking design solution that balances intensification with neighbourhood character, contributing positively to Windsor's urban structure and growth objectives*".

City of Windsor Planning & Development Services concurs with the analysis and conclusions in the UDB.

Provincial Planning Statement 2024 (PPS):

The PPS provides policy direction on matters of provincial interest related to land use planning in Ontario. Section 3.0 in the PJR provides a combined planning evaluation of the PPS and the Official Plan. The PJR notes that key PPS priorities include "*increasing housing supply and affordability, supporting economic development, protecting the environment and agricultural lands, and ensuring infrastructure and public service facilities are available to meet current and future needs*".

The PJR states that the proposed development increases the supply of housing through intensification and housing diversity, has a compact footprint, and optimizes existing infrastructure. No significant negative impacts on the natural environment are anticipated. The development is an efficient use of land. The subject parcel is near parks, schools, transit and commercial amenities, creating a complete community.

The PJR concludes that the "*proposed development of the subject site is consistent with the Provincial Planning Statement 2024*". Planning and Development Services concurs with this analysis and is of the opinion that the proposed amendments to the Official Plan & Zoning By-law 8600 are consistent with the overall policy direction of the PPS.

City of Windsor Official Plan (OP):

The subject parcel is designated "Open Space" on Schedule D: Land Use in Volume I of the OP which permits recreation and leisure areas and facilities and ancillary uses that

are incidental to, and complementary with, the main Open Space use. The Applicant is requesting an amendment changing the land use designation from "Open Space" to "Residential" to allow the proposed residential development.

Section 3.0 in the PJR provides a combined planning evaluation of the PPS, Official Plan and other policies and regulations. The comments in the PPS section above apply to the OP. The PJR states that the proposed development "*implements the policy direction of the … City of Windsor Official Plan*". Planning and Development Services concurs with the policy analysis in the PJR.

The HIA prepared by A+Link Architecture Inc. dated May 2026, concludes that the "*proposed development aligns with the intent of the Official Plan by promoting compatible intensification, reinforcing a clear public edge along Kennedy Drive West, and maintaining appropriate scale, massing, and spatial relationships with the surrounding neighbourhood*" and that "*the proposed four-storey residential building would not have any adverse or direct impact on the existing cultural heritage resource* [Roseland Golf Course]".

When OPA 201 is approved, the requested zoning amendment will conform to the policy direction of the OP.

City of Windsor Intensification Guidelines:

The Intensification Guidelines provide a "*comprehensive framework to guide development and encourage responsible infill development, optimize land use, and integrate new growth into existing neighbourhoods*." The UDB notes that the "*proposed development adheres to these intensification guidelines by promoting a medium profile land use, enhancing connectivity, and fostering a dynamic urban environment. By aligning with the City's policies, the development contributes to Windsor's broader goal of sustainable and well-integrated urban growth*".

Zoning By-Law 8600:

The Applicant is requesting a zoning amendment by changing the zoning from Green District 1.2 (GD1.2) to Residential District 3.2 (RD3.2) and a zoning exception - x(26) - to allow the residential development as proposed. The RD3.2 zoning permits a Lodging House, Multiple Dwelling, Religious Residence, and Residential Care Facility as permitted main uses. This zoning district is appropriate and is compatible with existing and permitted uses in the surrounding area.

Provision a) reduces maximum main building height from 18 m to 17 m. Provision b) recognizes the irregular shape of the parcel and sets a front yard setback from Kennedy Drive of 12.0 m and a minimum setback of 1.5 m from all other lot lines. The below-grade parking garage is exempt from the setback provisions, to maximize the number of parking spaces that can be provided.

Provision c) reduces the minimum landscaped area from 35% to 33% of lot area. This recognizes the unusual shape of the lot and is mitigated by provisions of balconies in the proposed Multiple Dwelling and the outdoor amenity of the adjacent golf course.

Provisions d), e) and f) relate to the proposed small surface parking area adjacent to Kennedy Drive. Provision d) permits the parking area within a required front yard and within 6.0 m of the intersection of two or more streets. Provision e) requires that a parking area be a minimum of 0.7 m from the front lot line. The proposed surface

parking area is in an area currently occupied by the parking area for the golf course and is intended for visitor parking to minimize safety and security issues with the below-grade parking garage. Provision f) requires an ornamental screening fence having a height of 1.2 m that will serve to partially screen the parking spaces, mitigating the visual impact of the parking area on the surrounding area.

Provision g) exempts parking area elements from the minimum separation requirements in Section 25.5.20.1.3. This applies to the driveway to the below-grade parking garage on the east side of the parcel. This allows for efficient use of the subject parcel.

Provision h) reduces the separation between the parking area and any building wall. This is due to the surface parking area at the front of the building. The parking spaces will be over 7 m from any habitable room window; no adverse impact is expected. An exception of 0.0 m is also included for the drop-off area that is partially located under the second floor of the proposed building.

The recommended zoning exception will have no adverse impact on, and are appropriate in terms of compatibility with, existing and proposed uses in the area.

Site Plan Control (SPC):

The development as proposed is subject to Site Plan Control. Preliminary comments from the Site Plan Approval Officer based on the concept plan dated May 7, 2026 are attached as Appendix B. SPC will apply to the development where detailed design matters, including urban design considerations, will be addressed. Recommendations IV, V & VI direct the submission of updated reports as necessary, and direct the Site Plan Approval Officer to consider comments from municipal departments and external agencies as part of SPC review.

Risk Analysis:

Although, the Zoning Bylaw Amendment is being brought forward in support of the successful Expression of Interest outcome, and the Development Agreement between the City and the joint venture with Valente Development and Bear Construction, the rezoning is a necessary legislative approval that is required for any residential development to proceed on this site. If the requested rezoning is not approved, the proposed residential development would not be able to proceed in its current form, as the necessary planning permissions would not be in place.

Climate Change Risks

Climate Change Mitigation:

In general, intensification will minimize the impacts on community greenhouse gas emissions as these developments create complete communities and neighbourhoods while using currently available or planned infrastructure and facilities such as sewers, sidewalks, and public transit.

Climate Change Adaptation:

Any 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

Conclusion:

Based on the information presented in this report, and the documents submitted by the Applicant, it is my opinion that the requested amendment to the City of Windsor Official Plan changing the land use designation from Open Space to Residential to permit a medium profile residential use is consistent with the PPS 2024 and is in general conformity with the Official Plan. The requested amendments to Zoning By-law are consistent with the PPS 2024 and will be in conformity with the Official Plan when OPA 201 is approved. Direction has been provided to the Site Plan Approval Officer. The recommendations to amend the Official Plan and Zoning By-law 8600 constitute good planning.

Planning Act Matters:

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

Greg Atkinson, MCIP, RPP
Deputy City Planner - Development

Neil Robertson, MCIP, RPP
City Planner

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

JP *RM*

Approvals:

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

Appendices:

1 Appendix A - Consultations
2 Appendix B - Site Plan Control Comments
3 Appendix C - Concept Plans

APPENDIX A – CONSULTATION

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.

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

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

CITY OF WINDSOR: INFRASTRUCTURE: DEVELOPMENT ENGINEERING

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

Sewers: The site may be serviced by a 1050mm reinforced concrete sanitary sewer and a 250mm concrete storm sewer located within Kennedy Dr W right-of-way. If possible existing connections should be utilized. Redundant connections shall be abandoned in accordance with the City of Windsor Engineering Best Practice B.P 1.3.3.

Sanitary Servicing Review Comments: A Functional Servicing Report from Dillon Consulting dated April 2026 has been received and reviewed by Administration. The information provided in the report is satisfactory. A sanitary sewer study will be required and addressed at the Site Plan Control stage.

Stormwater Management Requirements: The applicant will be required to submit, prior to the issuance of permits, a stormwater management plan in accordance with Windsor Essex Region Stormwater Management Standards Manual, restricting stormwater runoff to pre-development levels. This will include, at a minimum:

1. Submission of stormwater management review fee,
2. Stormwater management report stamped by a professional engineer
3. Site servicing drawings stamped by a professional engineer
4. 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: Kennedy Drive West is classified as Local Road according to the Official Plan requiring a right-of-way width of 20.1 m; the current right-of-way is 20.1 m. Therefore, no conveyance is required.

Kennedy Drive West does not have sidewalks, per the Official Plan 7.2.3.2, residential streets require sidewalks on one side of the street therefore, construction of sidewalks or a contribution to the city is required. It will be up to the discretion of the City Engineer whether a cash contribution will be allowed in lieu of sidewalk construction by the Owner.

APPENDIX A – CONSULTATION

Summary: We have no objection to the proposed development, subject to sidewalk, stormwater management and sanitary study requirements **which shall be addressed during Site Plan Control**.

Contact: Shannon Mills, smills@citywindsor.ca

CITY OF WINDSOR: INFRASTRUCTURE: ENVIRONMENTAL SERVICES: JIM LEETHER

No concerns from Environmental Services.

CITY OF WINDSOR: INFRASTRUCTURE: RIGHT-OF-WAY

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-204.
    - Sidewalk construction as per AS-401
2. **Sewer Connections: A**ll 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.
    - Sampling Manhole required to be installed at or near property line, if one does not already exist

Special Provisions to be included in Site Plan Control Agreement: The following special provisions will be required prior to submitting a building permit application:

Site Plan Control Agreement: The owner(s) enter into an agreement with the City of Windsor for all requirements under the General Provisions of the Site Plan Control Agreement for the Engineering Department.

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.

Contact: Andrew Boroski, aboroski@citywindsor.ca

CITY OF WINDSOR: INFRASTRUCTURE: TRANSPORTATION PLANNING

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.

APPENDIX A – CONSULTATION

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

- A severance of two different zoning parcels is required as two different access are proposed.
- A fence or wall is required to be installed at the primary proposed access laneway to the clubhouse to maintain appropriate safety measures for vehicles entering and exiting the property.

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

Contact: Aashvi Sarvaiya, tda@citywindsor.ca

CITY OF WINDSOR: PLANNING & DEVELOPMENT SERVICES: HERITAGE PLANNER

Heritage: Administration agrees with the conclusion of the Heritage Impact Assessment (HIA) report prepared by a+LiNK Architecture Inc. that "*the proposed four-storey residential building would not have any adverse or direct impact on the existing cultural heritage resource. It is our recommendation that the new building design be sympathetic to its neighbouring residential context in both massing and materials. facades to be stepped to break up the building massing and materials are to be similar to the housing stock as well as be subdued in colour. Special care is to be taken with the design of the facades that face holes #9 and #18 to ensure a pleasant view from the greens and to minimize the massing*."

Further, the existence of the clubhouse would act as an intermediary layer between the golf course and the residential development. Upper-storey setbacks and landscaping on the new development may reduce perceived bulk of the introduction of the new residential building from disruption of the views from the designated golf course. Layered planting at the buffer/interface with the golf course may also create a soft visual edge to mitigate any impacts.

Archaeology: The subject property is located within the Archaeological Potential Zone (as per the Windsor Archaeological Management Plan, 2024; OPA 181; and updated 2024 archaeological potential model OP Volume I Schedule C-1). A Stage 1 archaeological assessment and any further recommended assessments are required to be entered into the Ontario Public Register of Archaeological Reports to the satisfaction of the City of Windsor and the Ontario Ministry of Citizenship and Multiculturalism, prior to any additional land disturbances. A final copy of these relevant archaeological reports and GIS study area must be submitted to the City of Windsor.

Contact: Kristina Tang, Heritage Planner, ktang@citywindsor.ca

CITY OF WINDSOR: PLANNING & DEVELOPMENT SERVICES: URBAN DESIGN

The proposed development demonstrates a strong response to the City's urban design objectives and policies of the Official Plan. The building incorporates a well-articulated façade with an appropriate amount of glazing, recessed balconies, material variation, and upper-storey step-backs that successfully reduce perceived massing and create a human-scaled built form consistent with Official Plan Policies 8.3.1.2, 8.7.1.1, and 8.7.2.6.

The proposal further supports pedestrian-oriented design through enhanced streetscape conditions, weather protection, landscaped frontages, and connectivity to existing networks, consistent with Policies 8.3.1.1, 8.4.1, and 8.11.1.1. The integration of predominantly underground parking is appreciated, as it minimizes the visual impact of surface parking and supports a more attractive public realm in accordance with Policies 8.11.2.20 and 8.11.2.21. In addition, the submitted shadow study does not identify significant adverse impacts, consistent with the intent of Policy 8.6.2.3, and the site design demonstrates appropriate consideration of privacy, sightlines, and user comfort.

The Urban Design Study requested a cross-site section illustrating the relationship between the surrounding residential area, the golf course, and the proposed development to better understand transitions in scale and overall contextual fit. As this information was not provided, it is requested that this item be addressed through the Site Plan Control process.

Matters to be considered through the further development of the application include screening surface parking areas along Kennedy Drive East to reduce the visibility of parked vehicles from the public street and improve the streetscape condition. Consideration should also be given to maintaining the existing access configuration on Kennedy Drive East, as introducing two separate access points may create unnecessary vehicular conflict and reduce site legibility, contrary to the intent of Policy 8.12.2.2. The applicant is encouraged to consider replacing stucco with more durable exterior material to support long-term building quality and maintenance.

Additional consideration should also be given to introducing an upper-storey step-back at the 4th floor to further reduce perceived massing and reinforce an appropriate transition to the surrounding context, consistent with the intent of Official Plan Policies 8.6.2.6 and 8.7.2.7 respecting building articulation, pedestrian-scale design, and compatible transition.

Contact: Sophia Di Blasi, Senior Urban Designer, sdiblasi@citywindsor.ca

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

Section 5 – General Provisions:

- Applicant did not provide elevation drawing. Proposal will have to comply with section 5.35 – Exceptions to Maximum Building Height Provisions. **The applicant has 1.0m of building height to comply with before this section comes into play.**

Section 12.2.5 – Residential District 3.2 (RD3.2):

- Minimum Lot Frontage [12.2.5.1]:
  - 30.0m (Required) ±89.8m (Provided)
- Minimum Lot Area [12.2.5.2]: For any other *lot*:
  - 3,410.0m2 (Required) 5,356.7m2 (Provided)
- Maximum Lot Coverage [12.2.5.3]:
  - 35.0% (Required) 37.3% (Provided)
- Maximum Main Building Height [12.2.5.4]: *Interior Lot*:
  - 18.0m (Required) 17.0m (Provided)

- Minimum Landscaped Open Space Yard [12.2.5.8]:
  - 35.0% of *lot area* (Required) 40.0% (Provided)
- Maximum Dwelling Unit Density: dwelling units per hectare [12.2.5.13]: For any other *lot*: 81 (Required) 48 (Provided)

Section 24 – Parking, Loading, and Stacking Provisions:

- Required Number of Parking Spaces [24.20.5.1]:
  - 60 (Required) 83 (Provided)
- [24.20.10.1] Applicant did not provide a floor plan drawing for the proposed underground parking spaces (above-ground parking spaces comply). Proposal will have to comply with section 24.20.10.1 – Size of Parking Space.
- Required Number of Visitor Parking Spaces [24.22.1.1]:
  - 12 (Required) 14 (Provided)
- Required Number of Type A Accessible Parking Spaces [24.24.1]:
  - 2 (Required)
    - **Applicant did not provide a floor plan drawing for the proposed underground parking spaces. Proposal will have to comply with section 24.24.1 – Required Accessible Parking Spaces.**
- Required Number of Type B Accessible Parking Spaces [24.24.1]:
  - 2 (Required)
    - **Applicant did not provide a floor plan drawing for the proposed underground parking spaces. Proposal will have to comply with section 24.24.1 – Required Accessible Parking Spaces**.
- [24.24.10.1] Applicant did not provide a floor plan drawing for the proposed underground parking spaces. **Proposal will have to comply with section 24.24.10.1 – Size of Accessible Parking Space.**
- [24.24.15] Applicant did not provide a floor plan drawing for the proposed underground parking spaces. **Proposal will have to comply with section 24.24.15 – Access Aisles.**
- 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 [24.24.20.1].
- Required Number of Bicycle Parking Spaces [24.30.1]:
  - 6 (Required) 0 (Provided)
- Required Number of Loading Spaces [24.40.1.5]:
  - 1 (Required) 1 (Provided)

Section 25 – Parking Area Regulations:

- Construction and Maintenance of Parking Area:
  - [25.5.10.3] **A curb shall bound the perimeter of a parking area** and shall separate a landscaped open space yard, landscaped open space island or parking area separation from the parking area.

- [25.5.10.17] Subject to Section 25.5.1.5, a refuse bin may be located within a parking area and **shall be fully screened by a screening fence having a minimum height of 1.80 metres**

- Parking Area Separation from a street [25.5.20.1.2]:
  - 3.00m (Required) **0.7m (Provided)**
- Parking Area Separation from an interior lot line [25.5.20.1.3]:
  - 0.90m (Required) **0.00m (Provided)**
- [25.5.50.3] Applicant did not provide a floor plan drawing for the proposed underground parking spaces (surface parking spaces comply). **Proposal will have to comply with section 25.5.50.3 – Minimum Parking Aisle Width.**

Contact: Stefan Pavlica, Zoning Coordinator, spavlica@citywindsor.ca

CITY OF WINDSOR: TRANSIT WINDSOR: JASON SCOTT

Transit Windsor has no objections to this development. The closest existing transit routes to this property are with Route 205 and Route 240. Route 205 has an existing weekday peak frequency of 15 minutes and Route 240 has an existing weekday peak frequency of 30 minutes. The closest existing bus stops to this development are located on Cabana at Dougall northwest, northeast, and southeast corners. All bus stops are within Transit Windsor's 400 metre walking distance guidelines to a bus stop. This will be maintained with Transit Windsor's City Council approved Transit Master Plan.

CITY OF WINDSOR: WINDSOR FIRE & RESCUE SERVICES: JOHN SMITH

No objection from WFRS currently.

ENWIN: HYDRO ENGINEERING: Jeremy Allossery

No objection provided adequate clearances are achieved and maintained during any construction. Take note of poles carrying ENWIN primary and secondary conductors at the North East corner of the address. Also take note of a privately owned distribution pole and underground conductor in the area, locates will be required.

Please refer to the Ontario Building Code for adequate clearance requirements. We also recommend referring to the Occupational Health & Safety Act for the minimum safe limits of approach during construction.

ENWIN: WATER ENGINEERING: Bruce Ogg

ENWIN Water has no objections.

APPENDIX A – CONSULTATION

ESSEX REGION CONSERVATION AUTHORITY (ERCA): ALICIA GOOD

Our office requests for the City of Windsor to collect the fee of $400.00 per line item 27 of the 2026 ERCA Board Approved Fee Schedule currently.

Natural Hazards and Regulatory Responsibilities Under The Conservation Authorities Act. O. REG 686/21 : The Essex Region Conservation Authority is reviewing this application circulated under the Planning Act pursuant to its delegated Provincial authority for the purpose of ensuring that the decisions under the Act are consistent with the natural hazards policies under the Provincial Planning Statement, 2024. Conservation Authorities also regulate development activities in areas affected by natural hazards under s. 28 of the Conservation Authorities Act and may provide comments related to satisfying permit requirements for the benefit of the Applicant.

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 therefore request inclusion of the following conditions in the Development Agreement:

That the developer undertakes an engineering analysis and implement the necessary measures to control any increases in flows to the downstream watercourse, to the satisfaction of the Municipality and the Essex Region Conservation Authority.

That the developer obtains authorizations from the Essex Region Conservation Authority prior to undertaking site alteration and/or construction activities.

It should be noted that any proposed development, including the placement and grading of fill for the construction of the buildings, structures, and parking areas, is subject to setback restrictions from the top of bank of Lennon Drain. The setback is determined from a site specific analysis.

We note that additional approvals from our office may be required through the Drainage Act process if the Applicant intends to enclose or reroute portions of the Lennon Drain.

Final Recommendation: Our office has no objection to Z 005-26 [ZNG-7361] & OPA 201 [OPA-7362]. 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 ERCA and the Municipality.

SITE PLAN CONTROL PLANNING CONSULTATION

May 14, 2026

GENERAL INFORMATION

Agent/Applicant DILLON CONSULTING | KARL TANNER | ktanner@dillon.ca
Owner CITY OF WINDSOR | JOE BAKER | jbaker@citywindsor.ca

File No. PCS1-2025-XX
Planner BRIAN VELOCCI | 519-255-6543 x6457 | bvelocci@citywindsor.ca

DEVELOPMENT PROPOSAL

The development proposal consists of a multiple unit dwelling with 48 units, and a new Clubhouse for Roseland Golf Club.

LOCATION OF SUBJECT LANDS

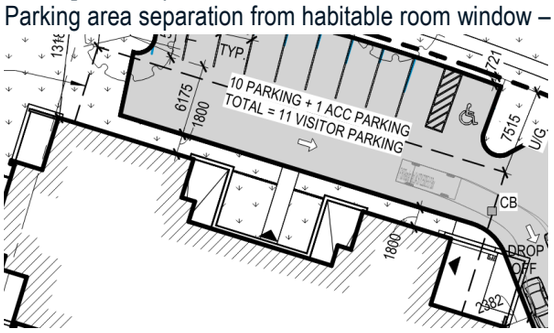
ADDRESS	ROLL NUMBER	LEGAL DESCRIPTION
455 KENNEDY DR W	080-090-03200-00000	PLAN 1241; PT BLOCK E; PLAN 1478; PT LOTS 140; 157 & 158; RP 12R19698; PARTS 1; 4 TO 6; RP 12R25181; PART 1; ROSELAND GOLF & CURLING

CIRCULATION COMMENTS

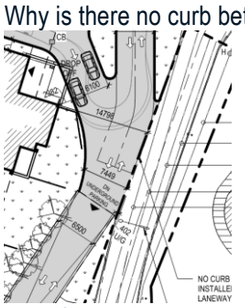
The circulation comments presented here have been provided in advance of the Site Plan Control Planning Consultation review process and are included for reference only.

General Review Comments

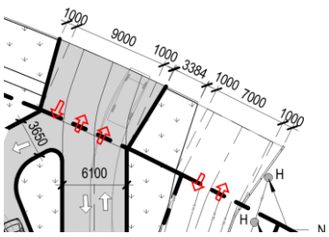
1. Building Setbacks to be measured at parking garage walls
2. Parking Spaces in garage 3.5m when flanked by a wall
3. Some dimensions seem small – 1m wide stairwells?
4. Curb cut or ramp for accessible parking space required.
5. Parking area separation from road – 3m
6. Parking area separation from habitable room window – 4.5m



7. Why is there no curb between laneways? Deliveries? Canada Post?



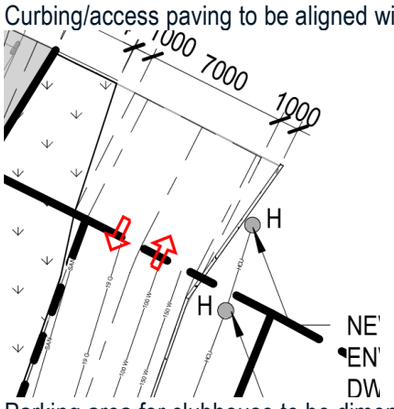
8. Identify lane travel direction to determine access width requirement.



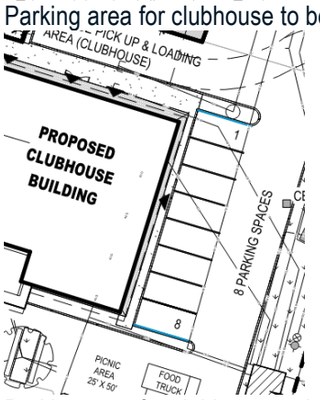
SITE PLAN CONTROL PLANNING CONSULTATION

May 14, 2026

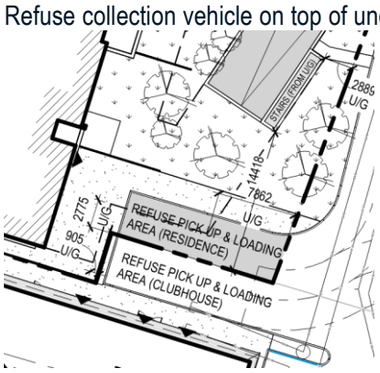
9. The above drawing with lanes should also be used to describe how vehicles will move through the site; parking garage, parking lot, drop-offs, etc.
10. Curbing/access paving to be aligned with property lines/boundaries



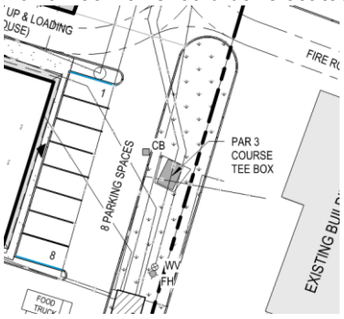
11. Parking area for clubhouse to be dimensioned



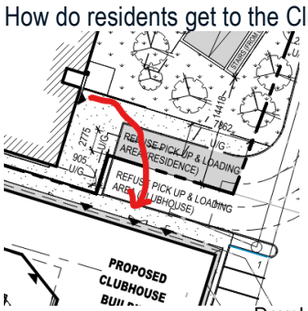
12. Parking area for clubhouse to include 1 Type A accessible space.
13. Identify refuse collection strategy – how many bins for 48 units? Herbie Curbie, Recycle, Green? Private or City Collections.
14. Refuse bins to be screened
15. Refuse collection vehicle on top of underground structure



16. Provide building sections to show structure above parking garage: structure of walls above, landscaping, trees, vehicles, etc.
17. Par 3 Tee Box should be relocated to an area that doesn't put golfers into the parking area/parking aisle.



18. How do residents get to the Club House? Through the refuse area?



KENNEDY DRIVE W

KENNEDY DRIVE E

62500
30 SPACES @ 2750

6000

5500

39

40

5500

10 SPACES @ 2750
27500

14 SPACES @ 2750
38500

6000

215

196

195

176

175

156

155

136

135

116

115

98

97

83

82

79

78

75

53

54

60

6000

60500
22 spaces @ 2750

NEW CONCRETE SIDEWALK

9909

6000

7717

208 PARKING SPACES + 7 ACC PARKING
TOTAL PARKING = 215 SPACES

CANOPY ABOVE
20'-0" X 50'-0"

BAG DROP

18640

18640

NEW ASPHALT PATHWAY

NEW CONCRETE SIDEWALK

SECURITY GATE

GREEN

SAND TRAP

WATER HAZARD

SAND TRAP

13199
(SETBACK)

10 PARKING = 1 ACC PARKING
TOTAL = 11 VISITOR PARKING

1000 9000 1000 1000 7000 1000

DROP OFF

FUTURE
4 STOREY
MULTI-RESIDENTIAL
BUILDING

ON UNDERGROUND PARKING

SECURITY GATE

1823

3000
(SB)

REFUSE PICK UP & LOADING AREA (RESIDENCE)

REFUSE PICK UP & LOADING AREA (CLUBHOUSE)

18377
(SETBACK)

FIRE ROUTE

PROPOSED
CLUBHOUSE
BUILDING

1

8 PARKING SPACES

1805

PAR 3
COURSE
TEE BOX

PUTTING GREEN
529.45m²

12283
SETBACK

8

29000
8 SPACES @ 2750

EXISTING BUILDING

PICNIC AREA
25' X 50'

FOOD TRUCK

PROPOSED
UTILITY BUILDING
(REFER TO ELEC.)

NEW ASPHALT AREA

EXISTING BUILDING

SAND TRAP

GREEN

SAND TRAP

WATER HAZARD

N

OVERALL SITE PLAN

SCALE: 1 : 400

ROSELAND GOLF COURSE

architecttura
Architects & Engineers. Building Intelligence

2026 05 07

OVERALL SITE PLAN | A101

SITE LEGEND

- LANDSCAPING (SEE LANDSCAPE DRAWINGS)
- CONCRETE SURFACE
- BARRIER FREE BUILDING ENTRANCE
- ASPHALT SURFACE
- NEW BUILDING COVERAGE
- BUILDING ENTRANCE
- EXISTING BUILDING COVERAGE
- PROPERTY LINE
- PROPERTY LINE

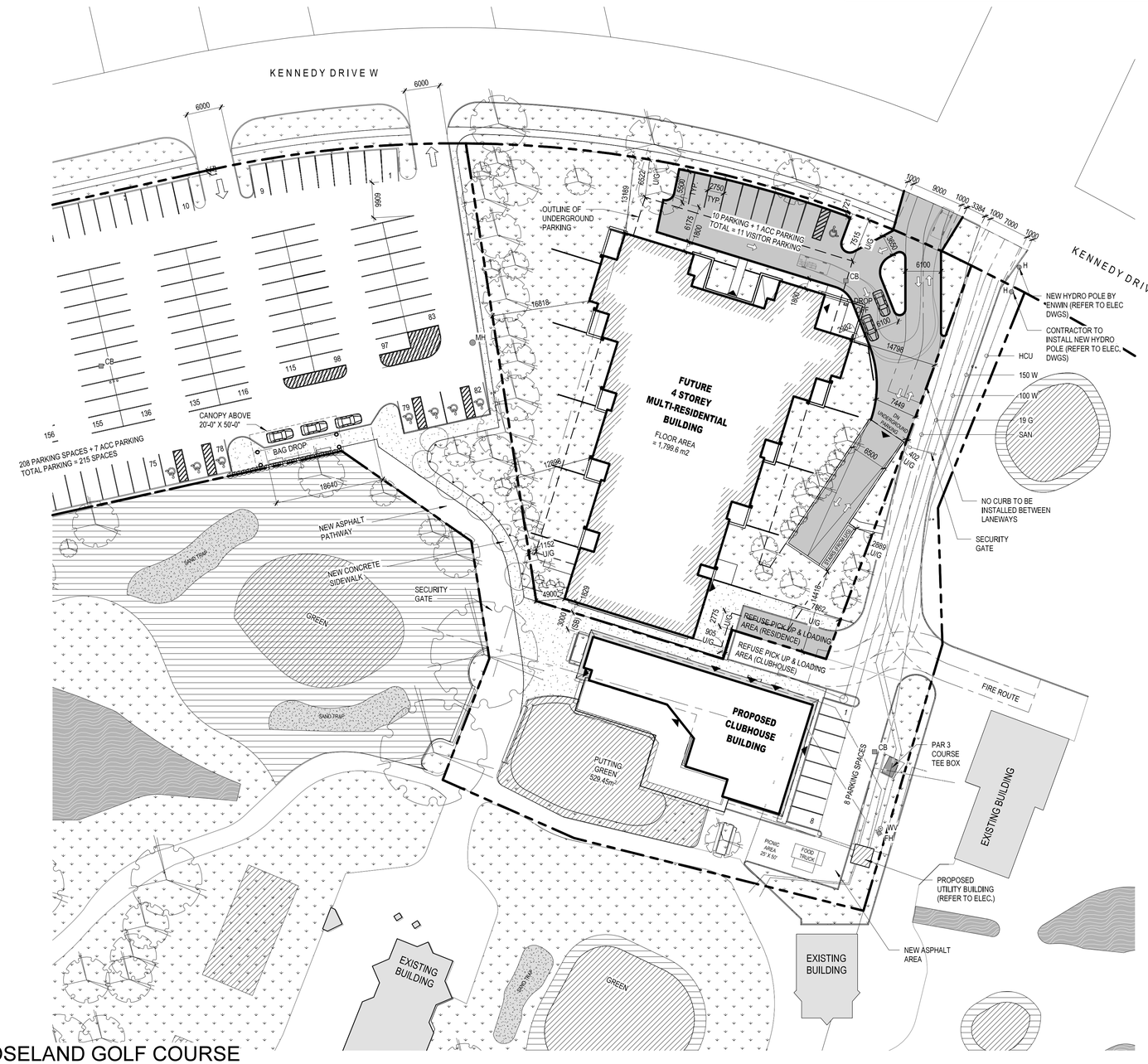
B.F. - "BARRIER FREE PARKING" SIGN
F.R. - "FIRE-ROUTE - NO PARKING" SIGN
B.D.O. - "BUS DROP OFF ZONE" SIGN
S.S. - "STOP" SIGN

REFER TO PLAN FOR LOCATION OF ALL SIGNAGE (REVIEW w/ ARCHITECT PRIOR TO FINAL PLACEMENT)

NOTES:
1. REFER TO CIVIL DRAWINGS FOR ALL PAVEMENT MATERIAL PROFILES AND BASE MATERIALS
2. REFER TO LANDSCAPE PLAN FOR LANDSCAPE INFORMATION.
3. REFER TO CIVIL DRAWINGS FOR ALL PROPOSED GRADES.
4. ALL CONCRETE APRONS AT EXTERIOR DOOR OPENINGS TO MEET FLUSH (BARRIER FREE).
5. PROVIDE BARRIER FREE CURB DROPS WHERE SIDEWALKS MEET ASPHALT PAVEMENT.

ZONING CHART - *INSERT ZONING / BY-LAW REFERENCE HERE*

DESCRIPTION	REQUIRED	PROVIDED	BY-LAW REF.	ADDITIONAL NOTES
ZONING REGULATION	GD1.2	RD3.2 *	12.2	-
PERMITTED USE	CLUB	MULTIPLE DWELLING	12.2.1	-
MINIMUM LOT AREA	3,190 m²	5,426.96 m²	12.2.5(d)(e)(f)	FOR ANY OTHER LOT: (d) FOR THE FIRST 4 DWELLING UNITS 540m² (e) FOR THE NEXT 15 DWELLING UNITS 85m² / UNIT (f) FOR EACH ADDITIONAL DWELLING UNIT 55m² / UNIT
MINIMUM LOT FRONTAGE	30.0m	89.91m	-	-
SETBACK - FRONT YARD	-	12.4m, SEE PLAN	-	LOT FRONTS KENNEDY DRIVE
SETBACK - INTERIOR SIDE YARD	-	14.5 & 4.5m SEE PLAN	-	YARD ABUTS GOLF COURSE
SETBACK - REAR YARD	-	1.83m SEE PLAN	-	YARD ABUTS GOLF COURSE
BUILDING AREA		1799.54 m²		
LOT COVERAGE	MAXIMUM 35%	33.16%	12.2.5.3	LOT AREA COVERED BY ALL BUILDINGS AT GROUND LEVEL: 1,799.55m²
LANDSCAPED AREA	MINIMUM 35%	33.54%	-	LANDSCAPED OPEN SPACE YARD
BUILDING HEIGHT	MAXIMUM OF 18.0 m	17 m	12.2.5.4	BUILDING HEIGHT - MAXIMUM CORNER LOT - 24.0m INTERIOR LOT- 18.0m
PARKING SPACE - SIZE	MIN. 2.5m x 5.5m	2.75m x 5.5m (AT GRADE) 2.672m x 5.5m (UNDERGRND)	24.20.10.1	-
PARKING SPACE - COUNT	1.5 x 48 UNITS = 72	74 SPACES + 11 VISITOR = 85 TOTAL SPACES SEE PLAN	-	
PARKING SPACE - ACCESSIBLE SIZE	TYPE A: 3.5m x 5.5m ACCESS AISLE: 1.5m	TYPE A: 3.50m x 5.5m ACCESS AISLE: 1.7m	24.24.10.1 24.24.10.2 24.24.15.2	-
PARKING SPACE - ACCESSIBLE COUNT	4 FOR 26 TO 100 SPACES	4, SEE PLAN	24.24.1.1	TYPE A: 2% OF PARKING SPACES TYPE B: 2% OF PARKING SPACES
PARKING AISLE - WIDTH	6.0m (90° SPACES, TWO-WAY)	6.0m OR GREATER, SEE PLAN	25.25.5.50.3	-
LOADING SPACE - SIZE	3.0m x 7.50m x 3.5m (HEIGHT)	3.0m x 7.50m x 3.5m (HEIGHT)	24.40.10.1	-
LOADING SPACE - COUNT	1	1	24.40.1.9	OVER 275m² TO 2,500m² = 1 LOADING SPACE
BICYCLE PARKING	5	5	24.30.1	20 OR MORE - 2 FOR THE FIRST 19 SPACES PLUS 1 FOR EACH ADDITIONAL 20 PARKING SPACES
BICYCLE PARKING - SIZE	0.6m x 2.5m	0.6m x 2.5m	24.30.10	-



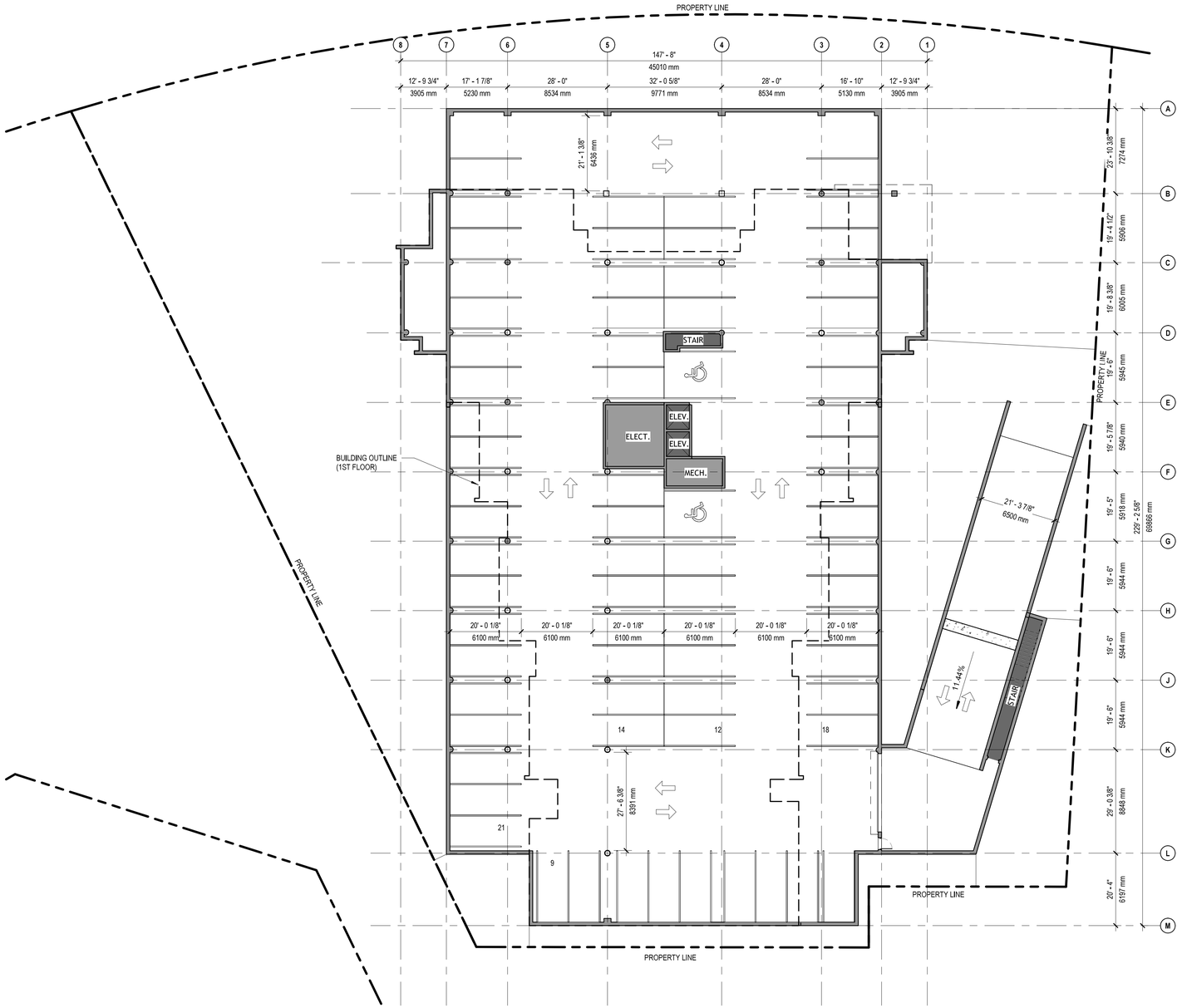
SITE PLAN - RESIDENCE
SCALE: 1 : 400

ROSELAND GOLF COURSE

architecttura

2026 05 07

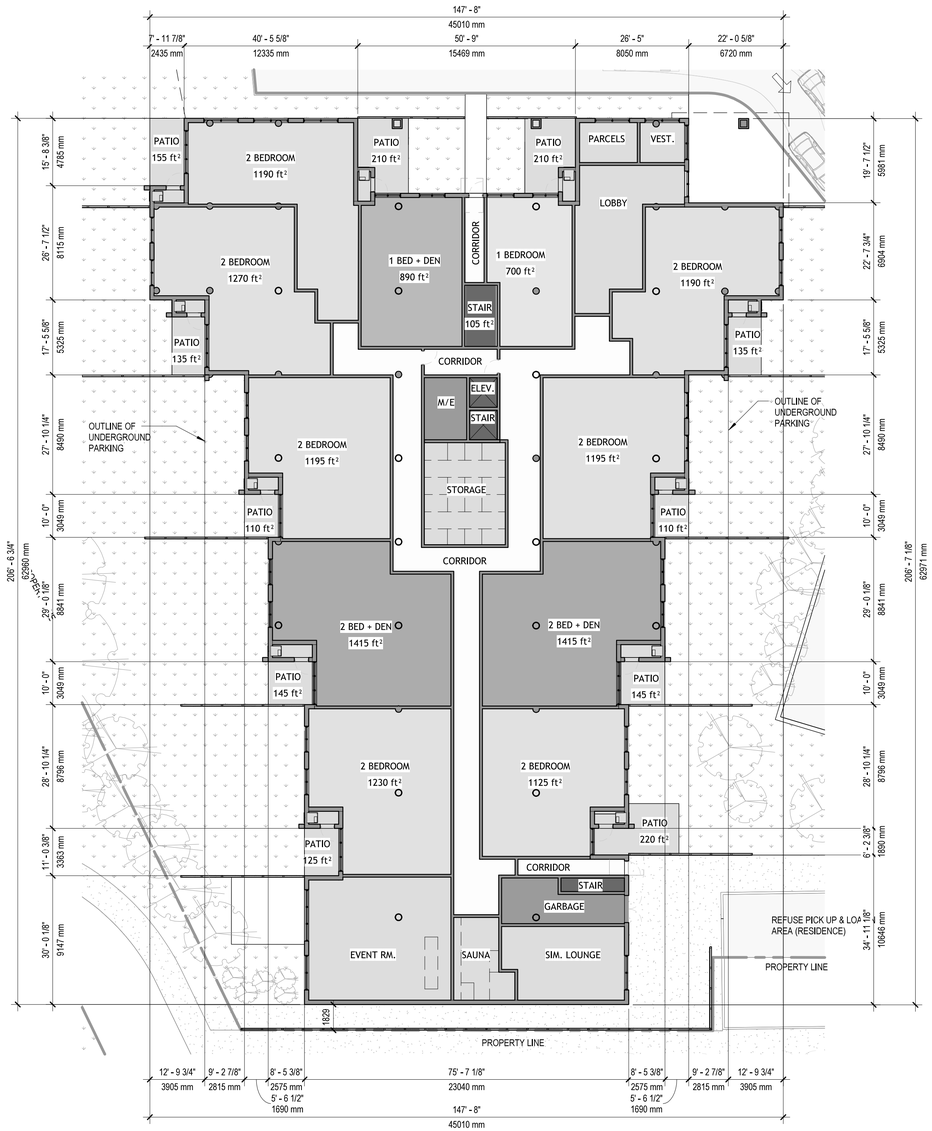
ARCHITECTURAL SITE PLAN - RESIDENCE | A101B



UNDERGROUND PARKING

SCALE: 1:200

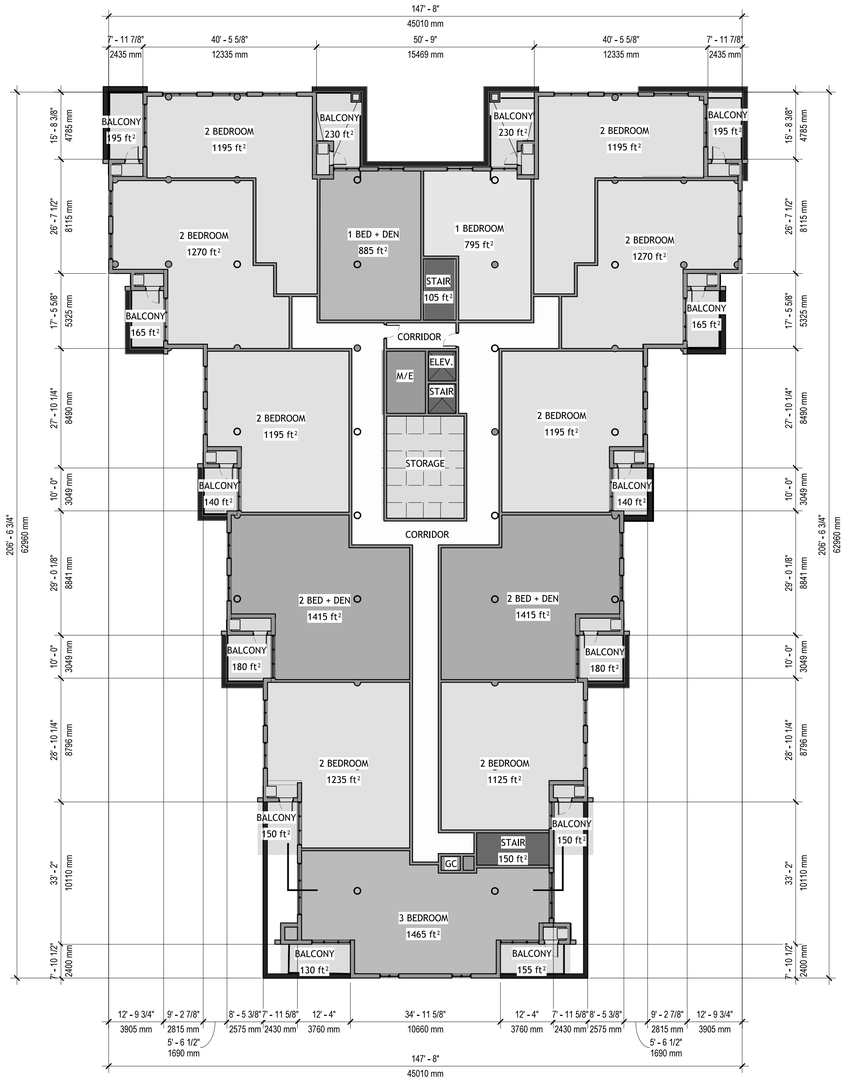
74 UNDERGROUND SPACES
11 SPACES @ GRADE
TOTAL = 85 SPACES



FIRST FLOOR PLAN

SCALE: 1:200

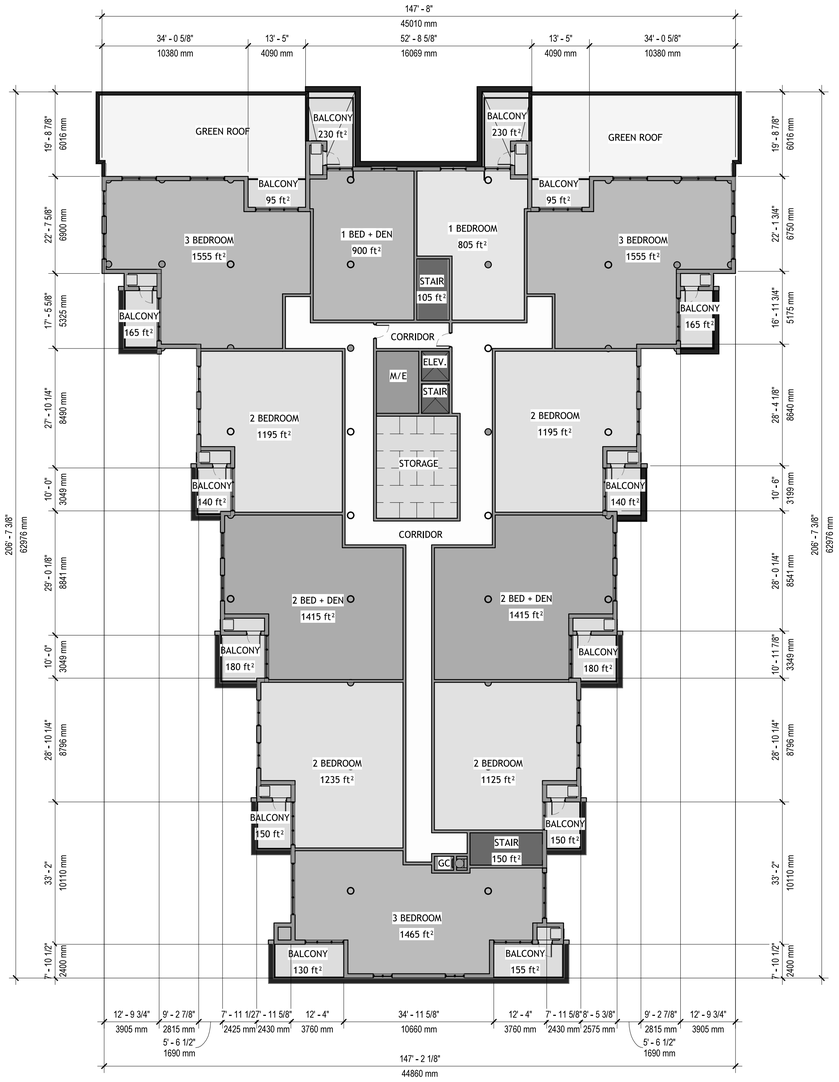
FOOTPRINT AREA = 18,998 SF (WITHOUT PATIOS)
11 UNITS



2ND & THIRD FLOOR PLAN

SCALE: 1:200

FOOTPRINT AREA = 21,051 SF (WITH BALCONIES)
FOOTPRINT AREA = 18,574 SF (WITHOUT BALCONIES)
13 UNITS x 2 FLOORS = 26



FOURTH FLOOR PLAN

SCALE: 1:200

FOOTPRINT AREA = 21,137 SF (WITH BALCONIES & GREENROOFS)
FOOTPRINT AREA = 19,197 SF (WITH BALCONIES & WITHOUT GREENROOFS)
FOOTPRINT AREA = 16,787 SF (WITHOUT BALCONIES & GREENROOFS)
11 UNITS

UNIT BREAKDOWN

1 BED UNITS = 4 UNITS
1 BED + DEN = 4 UNITS
2 BED UNITS = 27 UNITS
2 BED + DEN = 8 UNITS
3 BED UNITS = 5 UNITS

TOTAL 48 UNITS +4 UNITS (44 PRIOR)

FOOTPRINT AREA = 18,998 SF (WITHOUT PATIOS)
FOOTPRINT AREA = 21,051 SF (WITH BALCONIES)
FOOTPRINT AREA = 21,051 SF (WITH BALCONIES)
FOOTPRINT AREA = 19,197 SF (WITHOUT GREENROOFS & WITH BALCONIES)
TOTAL GROSS AREA WITH BALCONIES AND WITHOUT GREENROOFS
80,297 SF

FOOTPRINT AREA = 18,998 SF (WITHOUT PATIOS)
FOOTPRINT AREA = 18,574 SF (WITHOUT BALCONIES)
FOOTPRINT AREA = 18,574 SF (WITHOUT BALCONIES)
FOOTPRINT AREA = 16,787 SF (WITHOUT BALCONIES OR GREENROOF)
TOTAL GROSS AREA WITHOUT BALCONIES OR GREENROOF
72,933 SF

Committee Matters: SCM 117/2026

Subject: Adoption of the Development & Heritage Standing Committee minutes of its meeting held April 7, 2026

CITY OF WINDSOR MINUTES 04/07/2026

Development & Heritage Standing Committee Meeting

Date: Tuesday, April 7, 2026
Time: 4:30 o'clock p.m.
Location: Council Chambers, 1st Floor, Windsor City Hall

Members Present:

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

Councillor Regrets
Ward 4 - Councillor Mark McKenzie

Members
Member Anthony Arbour
Member John Miller
Member Robert Polewski
Member William Tape

Member Regrets
Member Joseph Fratangeli
Member Charles Pidgeon
Member Khassan Saka

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
Stacey McGuire, Executive Director Operations
Patrick Winters, Manager, Development
Averil Parent, Planner II - Development Review
Justina Nwaesei, Planner III – Development
Kristina Tang, Planner III -Heritage
Simona Simion, Planner III – Economic Development
Elara Mehrilou, Supervisor, Coordinator Maintenance
Natasha McMullin, Clerk Steno Senior
Anna Ciacelli, Deputy City Clerk

Delegations—participating via video conference

Item 7.1 Tracey Pillon-Abbs, Principal Planner, Pillon Abbs Inc
Item 10.1 Hunter Weir, representing Property Owner

Delegations—participating in person

Item 7.1 Anna Lanoszka, Area Resident
Item 7.1 Rino Licata, Area Resident
Item 7.1 Fulvio Valentinis, Area Resident
Item 7.2 and 11.1 Saksham Sharma & Sital Garha, Agents for the Applicant

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.

4. COMMUNICATIONS

None presented.

10. *HERITAGE ACT* MATTERS

8. ADOPTION OF THE MINUTES

8.1. Adoption of the Development & Heritage Standing Committee minutes of its meeting held March 2, 2026

Moved by: Member William Tape
Seconded by: Member John Miller

THAT the minutes of the Development & Heritage Standing Committee meeting held March 2, 2026, **BE ADOPTED** as presented.
Carried.

Report Number: SCM 82/2026

10.1. Notice of Intent to Demolish a Heritage Listed Property – 8150 Riverside Drive East, House - Ward 6

Hunter Weir, representing Property Owner

Hunter Weir, representing Property Owner appears via video conference before the Development & Heritage Standing Committee regarding the administrative report dated March 6, 2026, entitled "Notice of Intent to Demolish a Heritage Listed Property – 8150 Riverside Drive East, House - Ward 6" and is available for questions.

Councillor Kieran McKenzie asks Administration to review the process for evaluating significant heritage value. Tracy Tang, Planner III - Heritage (Acting) appears before the Development & Heritage Standing Committee regarding the administrative report dated March 6, 2026, entitled "Notice of Intent to Demolish a Heritage Listed Property – 8150 Riverside Drive East, House - Ward 6" and responds that heritage planning staff go through a process to evaluate the criteria through the Ontario Regulation to determine if the property has merits for designation status in order to protect the property. Historical research using fire insurance maps, newspapers, the history of the property including date of construction, architectural drawings or links to notable architects, designers or builders, notable residents who may have lived at the property are conducted and architectural or physical value are evaluated through a site visit to look at the property's exterior; and using historical documents determine what type of building materials it was constructed from, and if there have been any recent alterations.

Councillor Kieran McKenzie asks if Administration determined through a site visit that the property does not present any heritage value that needs to be protected. Ms. Tang responds that the heritage file was very slim and cannot trace back why the property was listed or who initiated the process. Our research could not pinpoint any historical, contextual, or architectural value. The site visit confirmed the same. The interior of the home is in such a deteriorated condition that repair is rendered not feasible and that it is the recommendation of Administration to demolish the property.

Moved by: Councillor Kieran McKenzie

Seconded by: Councillor Angelo Marignani

Decision Number: **DHSC 812**

I. THAT the Notice of Intent to Demolish the heritage listed property at 8150 Riverside Drive East to remove the deteriorated buildings and structures and replace them with a new dwelling **BE RECEIVED**.

II. THAT the property at 8150 Riverside Drive East, **BE REMOVED** from the Windsor Municipal Heritage Register due to a lack of cultural heritage value or interest under Ontario Regulation 9/06 of the *Ontario Heritage Act* in combination with the proposed complete demolition.

Carried.

Report Number: S 25/2026
Clerk's File: MBA/14987

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

7. *PLANNING ACT* MATTERS

5. ADOPTION OF THE *PLANNING ACT* MINUTES

5.1. Adoption of the Development & Heritage Standing Committee (*Planning Act*) minutes of its meeting held March 2, 2026

Moved by: Member Anthony Arbour
Seconded by: Member Robert Polewski

THAT the *Planning Act* minutes of the Development & Heritage Standing Committee meeting held March 2, 2026, **BE ADOPTED** as presented.
Carried.

Report Number: SCM 83/2026

7.1. Zoning By-law Amendment for 1141 and 1175 Cabana Rd W.; Applicant: Homes by Artisan; File No. Z-033/25 [ZNG/7338] - Ward 1

Moved by: Councillor Fred Francis
Seconded by: Councillor Angelo Marignan

THAT the report of the Planner III – Development dated March 12, 2026, entitled "Zoning By-law Amendment for 1141 and 1175 Cabana Rd W.; Applicant: Homes by Artisan; File No. Z-033/25 [ZNG/7338] - Ward 1," **BE DENIED**.

The motion is **put** and is **lost** due to an equality of votes.

Aye votes: Councillors Fred Francis, Angelo Marignani, and Member Robert Polewski.
Nay votes: Councillors Kieran McKenzie, Jim Morrison and Member Anthony Arbour.
Absent: None.
Abstain: None.

Moved by: Councillor Kieran McKenzie
Seconded by: Member Anthony Arbour

I. THAT Zoning By-law 8600 BE AMENDED by adding the following zoning district to Section 11:

11.7 RESIDENTIAL DISTRICT 2.7 (RD2.7)

11.7.1 PERMITTED USES

Existing Duplex Dwelling
Existing Semi-Detached Dwelling
One Single Unit Dwelling
Multiple Dwelling, and
Any use accessory to the preceding uses.

11.7.5 PROVISIONS

.1	*Lot Frontage*: *minimum*	20.0 m
.2	*Lot Area*: per *dwelling unit*: minimum	
	a) For a c*orner lot* having a *minimum frontage* of 30.0 m on each of the *exterior lot lines*	128.0 m^2
	b) For any other lot	180.0 m^2
.3	*Lot Coverage*: *maximum*	35.0%
.4	*Building Height*: *Main Building*:	
	a) For a c*orner lot*: *maximum*	10.50 m
	b) For an i*nterior lot*: *maximum*	9.0 m
.8	*Landscaped Area*: *minimum*	35% of *lot area*

.20 Building Setback:

a) Where an *exterior lot line* has vehicular access/egress, the *minimum* building setback from the *exterior lot line* shall be 6.0 m

b) Where an *exterior lot line* has no vehicular access/egress, the *minimum* building setback from the *exterior lot line* shall be 4.50 m

c) Where a *habitable room window* faces an *interior lot line*, the *minimum building* setback from the *interior lot line* shall be 6.0 m

d) Where a *habitable room window does* not face an *interior lot line*, the *minimum building* setback from the *interior lot line* shall be 3.0 m

e) Notwithstanding paragraphs (c) and (d) above, where an *interior lot line* abuts a *lot* fronting on a *street* other than Cabana Road West and on which is located a *dwelling* or residential *use*, the *minimum building* setback from that *interior lot line* shall be 22.0 m

.50 A *minimum* of 50.0% of all exterior wall elevations shall have an exterior finish consisting of brick, stone, or a combination thereof

.53 A *Single Unit Dwelling* and any *use* accessory thereto shall comply with the provisions of Section 10.4.5

.55 Any additions to an *existing Duplex Dwelling*, or *existing Semi-Detached Dwelling* and any *use* accessory to the preceding uses shall comply with the appropriate provisions of Section 10.4.5

.90 The following are prohibited:

a) A *parking space* within 6.0 m of an *exterior lot line*
b) A *parking space* within 2.60 m of an *interior lot line* abutting a *lot* containing a *Single Unit Dwelling*, *existing Duplex Dwelling*, or *existing Semi-Detached Dwelling*
c) A flat roof or a roof having a slope of less than 20.0 degrees

II. THAT Zoning By-law 8600 BE FURTHER AMENDED by adding the following clause to Section 91.10:

25 **SOUTHEAST CORNER OF CABANA ROAD WEST AND CASGRAIN DRIVE**

For the land comprising Part of Lot 19 Plan 1478, PIN 01576 - 0193 LT, AND PIN 01576 – 0194 LT, the following additional provisions shall apply:

1. Notwithstanding Section 25.5.20.1.6, the *minimum* parking area separation from the south *building* wall shall be 2.13 m.

2. Vehicular access along Cabana Road is prohibited.

3. A *screening fence* having a height of 1.80 m shall be installed along the south *lot line* and east *lot line*, in a manner that complies with the city of Windsor fence by-law.

4. A *landscaped area* with a *minimum* width of 2.60 m shall be provided abutting the south *lot line*.

5. Facade Articulation: A *building* wall fronting an *exterior lot line*, and any wall visible from a *street*, shall be designed as follows:

a) Continuous length: *minimum* / *maximum* 8.0 m / 12.0 m
b) Recess/projection depth: *minimum*
1) Major Articulation 2.0 m

2) Minor Articulation 0.6 m

[ZDM 9; ZNG/7338]

III. THAT Zoning By-law 8600 BE FURTHER AMENDED by changing the zoning of Part of Lot 19 Plan 1478, PIN 01576 - 0193 LT AND PIN 01576 – 0194 LT, situated on the southeast corner of Casgrain Dr. and Cabana Rd W (municipally known as 1141 & 1175 Cabana Rd W.; Roll Numbers 080-100-09300 & 080-100-09400) from RD1.4 to RD2.7x(25).

IV. THAT the Site Plan Approval Officer BE DIRECTED to consider, in the Site Plan Approval process, the comments and requirements found in Appendix C of this Report; and BE FURTHER DIRECTED to incorporate the following in the Site Plan Agreement for the proposed development:

a) Essex Region Conservation Authority (ERCA) Requirements:

i. Completion of engineering analysis and implementation of measures to prevent increased flows to the downstream watercourse.

ii. Obtaining ERCA authorization prior to any site alteration or construction activity.

b) Development Engineering Requirements:

i. Implementation of drainage and flood-proofing recommendations provided by ERCA.

ii. A contribution of $2,796.00 toward future sidewalk construction along the Casgrain Drive frontage.

iii. Gratuitous conveyance of a 4.6 m × 4.6 m corner cut-off at Cabana Rd West and Casgrain Drive, in accordance with City of Windsor Standard Drawing AS 230

The motion is **put** and is **lost** due to an equality of votes.

Aye votes: Councillors Kieran McKenzie, Jim Morrison and Member Anthony Arbour.
Nay votes: Councillors Fred Francis, Angelo Marignani, and Member Robert Polewski.
Absent: None.
Abstain: None.

Clerk's Note: No action was taken as the Development & Heritage Standing Committee refused or failed to make a decision regarding the application.
Carried.

Report Number: S 27/2026
Clerk's File: Z/15098

7.2. Zoning By-Law Amendment - Z 004/26 (ZNG-7356) 654 Capitol Street - Ward 10

Moved by: Councillor Angelo Marignani
Seconded by: Councillor Fred Francis

Decision Number: **DHSC 811**

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

24. **NORTH SIDE OF CAPITOL STREET, BETWEEN LILLIAN AVENUE AND REMINGTON AVENUE**
For the lands comprising of Lot 149, Part Lot 148 and Part closed alley, Registered Plan 1106, a *Semi-Detached Dwelling* shall be an additional permitted *main use,* and the following additional provisions shall apply to a *Semi-Detached Dwelling:*
a) *Gross Floor Area: maximum* 477.25 m^2

[ZDM 8; ZNG/7356]

II. THAT Zoning By-law 8600 **BE FURTHER AMENDED** by changing the zoning of Lot 149, Part Lot 148 and Part closed alley, Registered Plan 1106, known municipally as 654 Capitol Street (Roll No. 070-050-12808), situated on the north side of Capitol Street between Lillian Avenue and Remington Avenue from RD1.3 to RD1.3x(24).

Carried.

Report Number: S 21/2026
Clerk's File: Z/15120

There being no further business the meeting of the Development & Heritage Standing Committee (*Planning Act* Matters) portion is adjourned at 7:11 o'clock p.m.

The Chairperson calls the Administrative Items portion of the Development & Heritage Standing Committee meeting to order at 7:12 o'clock p.m.

9. PRESENTATIONS AND DELEGATIONS (COMMITTEE ADMINISTRATIVE MATTERS)

11. ADMINISTRATIVE ITEMS

11.1. Demolition Control – 672 Langlois Ave - Ward 4

Saksham Sharma & Sital Garha, Agents for the Applicant

Saksham Sharma & Sital Garha, Agents for the Applicant appear before the Development & Heritage Standing Committee regarding the administrative report dated February 19, 2026, entitled "Demolition Control – 672 Langlois Ave - Ward 4" and are available for questions.

Councillor Angelo Marignani asks Administration about the number of times the $20,000 penalty has been issued and collected within the last three years as outlined in the demolition by-law due to demolition sites being turned into parking lots. Simona Simion, Economic Development Planner (Acting) appears before the Development & Heritage Standing Committee regarding the administrative report dated February 19, 2026, entitled "Demolition Control – 672 Langlois Ave -

Ward 4" and responds that there has not been a case where the $20,000 has been collected. Neil Robertson, City Planner appears before the Development & Heritage Standing Committee regarding the administrative report dated February 19, 2026, entitled "Demolition Control – 672 Langlois Ave - Ward 4" and adds that the provision in the by-law is to protect housing stock. There has not been an instance where the funds have been collected since recent recommendations to remove are associated with redevelopment plans to replace the loss of housing stock. Much of the time, the developments move forward on those associated properties. In the last three years, we have not had to implement the penalty.

Councillor Jim Morrison asks Mr. Garha about the intended development on the property. Mr. Garha responds that a 4-unit multi-residential building is intended for the property.

Councillor Jim Morrison asks if they are aware of the timeline for completion of construction is two years. Mr. Garha responds that the site will be completed within four to six months of commencement.

Moved by: Councillor Angelo Marignani
Seconded by: Councillor Fred Francis

Decision Number: **DHSC 813**

I. THAT the Chief Building Official **BE AUTHORIZED** to issue a demolition permit for the residential dwelling located at 672 Langlois Ave to facilitate redevelopment of the property as described in this report; and,

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

    a. Redevelopment be substantially complete within two years of demolition permit issuance; and,

    b. If redevelopment, including construction of a new building, is not substantially complete within two years of the commencement of demolition, the maximum fee ($20,000) shall be entered on the collectors roll of the property; and,

III. THAT if instructed by the City Planner, 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 20/2026
Clerk's File: SB2026

12. COMMITTEE MATTERS

12.1. Minutes of the International Relations Committee of its meeting held February 24, 2026

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

Decision Number: **DHSC 814**
THAT the minutes of the International Relations Committee meeting held February 24, 2026, **BE RECEIVED** as presented.
Carried.

Report Number: SCM 86/2026

13. QUESTION PERIOD

Councillor Angelo Marignani asks if administration has an update about the proposal for notifying neighbourhood residents about public consultation meetings and signage on the parcel of land to be able to better inform the residents.

Greg Atkinson, Deputy City Planner--Development responds that the Committee of Adjustment (COA) has initiated a pilot project for applicants to place signage on the site of applications in addition to newspaper advertisements and mailings and they are collecting data from the applicants and neighbours about where they heard about the meetings. Administration is looking to collect information for 6 months before reporting back. If the response is positive, they are planning to extend the new signage policy to rezoning and other applications.

Councillor Angelo Marignani asks if there are QR codes being incorporated on the signage that includes more information about the proposed developments. Mr. Atkinson responds that the signs do include QR codes that direct traffic to the COA webpage where the application information is available. In addition, 311 contact information and the website address are also included.

14. ADJOURNMENT

There being no further business the meeting of the Development & Heritage Standing Committee (Aministrative Items) is adjourned at 7:19 o'clock p.m. The next meeting of the Development & Heritage Standing Committee will be held on May 4, 2026.
Carried.

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

Item No. 8.2

Committee Matters: SCM 159/2026

Subject: Adoption of the Development & Heritage Standing Committee minutes of its meeting held May 4, 2026

Development & Heritage Standing Committee Meeting

Date: Monday, May 5, 2026
Time: 4:30 o'clock p.m.
Location: Council Chambers, 1st Floor, Windsor City Hall

Members Present:

Councillors
Ward 4 - Councillor Mark McKenzie
Ward 7 - Councillor Angelo Marignani - Participated via video conference
Ward 9 - Councillor Kieran McKenzie
Ward 10 - Councillor Jim Morrison (Chairperson)

Councillor Regrets
Ward 1 - Councillor Fred Francis

Members
Member Anthony Arbour

Member Regrets
Member Robert Polewski

PARTICIPATING VIA VIDEO CONFERENCE ARE THE FOLLOWING FROM ADMINISTRATION:

Sandra Gebauer, Council Assistant

ALSO PARTICIPATING IN COUNCIL CHAMBERS ARE THE FOLLOWING FROM ADMINISTRATION:

Neil Robertson, City Planner
Greg Atkinson, Deputy City Planner – Development
Jason Campigotto, Deputy City Planner – Growth
Aaron Farough, Senior Legal Counsel
Ian Day, Senior Manager, Transportation
James Abbs, Manager-Planning
Stacey McGuire, Executive Director Operations
Patrick Winters, Manager, Development

Laura Diotte, Manager, Planning
Elara Mehrilou, Supervisor, Coordinator Maintenance
Sophia Di Blasi, Planner III-Senior Urban Designer
Adam Szymczak, Planner III - Development
Kevin Alexander, Planner III - Special Projects
Justina Nwaesei, Planner III – Development
Natasha McMullin, Clerk Steno Senior
Anna Ciacelli, Deputy City Clerk

Delegations—participating via video conference

Item 7.1 John Vallance, Area Resident
Item 7.1 Navid Mellatshahi, Area Resident
Item 7.2 Harold Kersey, President, HRK Realty Services Ltd
Item 7.2 Mohammad Hanash, Project & Architectural Designer
Item 11.3 Connor Wright, Intermediate Planner, Zelinka Priamo
Item 11.3 Sheetal Thukral, Traffic Engineer, CIMA+

Delegations—participating in person

Item 7.1 Amy Farkas, Agent for the Applicant, Dillon Consulting Limited
Item 7.1 John Rauti, Applicant, J Rauti Developments Inc. & 2601817 Ontario Limited
Item 7.1 Dr. Hussain, Area Resident
Item 7.1 Gero Lapico, Area Resident
Item 11.1 Joseph Colautti, Property Owner
Item 11.3 Harry Froussios, Principal Planner, Zelinka Priamo
Item 11.3 Angelo Lunetta, Owner, North Construction

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

Clerk's Note: Councillor Fred Francis provides written notice via email disclosing an interest on Item 7.1, being "Rezoning - 3694-3738 Howard Avenue - Z-003/26 ZNG/7355 - Ward 9," as the applicant is his wife's cousin.

3. REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS

None requested.

4. COMMUNICATIONS

None presented.

7. *PLANNING ACT* MATTERS

5. ADOPTION OF THE *PLANNING ACT* MINUTES

5.1. Adoption of the Development & Heritage Standing Committee (*Planning Act*) minutes of its meeting held April 7, 2026

Moved by: Councillor Mark McKenzie
Seconded by: Member Anthony Arbour

THAT the *Planning Act* minutes of the Development & Heritage Standing Committee meeting held April 7, 2026, **BE ADOPTED** as presented.
Carried.

Report Number: SCM 118/2026

6. PRESENTATION DELEGATIONS (*PLANNING ACT* MATTERS)

7.2. Official Plan and Zoning By-law Amendments Applications for the property known as 1878-1918 Huron Church; Applicants: 2188160 Ontario Ltd & Roba Chafchak; File Nos. OPA 197 [OPA/7336] and Z-031/25 [ZNG/7335]; Ward 10

Moved by: Councillor Mark McKenzie
Seconded by: Member Anthony Arbour

Decision Number: **DHSC 816**

I. THAT the City of Windsor Official Plan Volume II, Part 2 – Secondary Plans, South Cameron Planning Area, **BE AMENDED** by changing the land use designation of the lands located on the east side of Huron Church and west side of Daytona Avenue, south of Malden, described as Lots 12 to 18 (incl.), Part of Lots 5 to 11 (incl.), Part of Bock A, Part of Manitoba Street, Registered Plan 948 and Lots 102 to 104 (incl.), Part of Lots 1 and 2, Part of Block B, Registered Plan 997, and municipally known as 0, 1878 & 1918 Huron Church Road and 0 Daytona Avenue, from Business Park to Mixed Use Corridor;

II. THAT the City of Windsor Official Plan, Volume II, Part 1 – Special Policy Areas, **BE FURTHER AMENDED** by adding site specific policies as follows:

1.X EAST SIDE OF HURON CHURCH ROAD AND WEST SIDE OF DAYTONA AVENUE, SOUTH OF MALDEN ROAD

1.X.1 THAT the properties described as Part of Lots 5 to 11 (incl.), Part of Bock A, Part of Manitoba Street, Registered Plan 948 and Lots 102 to 104 (incl.), Part of Lots 1 and 2, Part of Block B, Registered Plan 997, and municipally known as 0, 1878 & 1918 Huron Church Road and 0 Daytona Avenue, are designated on Schedule A: Planning Districts and Policy Areas in Volume I – The Primary Plan.

1.X.2 THAT the following shall apply to the lands described as Part of Lots 5 to 11 (incl.), Part of Bock A, Part of Manitoba Street, Registered Plan 948 and Lots 102 to 104 (incl.), Part of Lots 1 and 2, Part of Block B, Registered Plan 997, and municipally known as 0, 1878 & 1918 Huron Church Road and 0 Daytona Avenue:

a) The text of the Official Plan Volume II referencing *Commercial Corridor* designation on Schedule SC-1 in s.4.7.7.2 shall be read as *Mixed Use Corridor*; and

b) The *Commercial Corridor* designation on Schedule SC-1: Development Concept of the Official Plan Volume II shall be read as *Mixed Use Corridor*.

III. THAT Section 95.20 of Zoning By-law 8600 **BE AMENDED** by adding the following holding condition:

(4) Submission of a Transportation Impact Study to the satisfaction of the City Engineer.

[ZNG/7335]

IV. THAT Zoning By-law 8600 **BE FURTHER AMENDED** by changing the zoning of the lands located on the east side of Huron Church Road and west side of Daytona Avenue, south of Malden Road, described as Lots 12 to 18 (incl.), Part of Lots 5 to 11 (incl.), Part of Bock A, Part of Manitoba Street, Registered Plan 948 and Lots 102 to 104 (incl.), Part of Lots 1 and 2, Part of Block B, Registered Plan 997, and municipally known as 0, 1878 & 1918 Huron Church Road and 0 Daytona Avenue, from CD4.3 to H(4)CD4.1;

V. THAT the Site Plan Approval Officer **BE DIRECTED** to consider the comments in Appendix C attached to this report, and incorporate the items in paragraphs (a) to (h) below into the Site Plan Agreement, along with other relevant requirements identified in the Site Plan Control approval process for the proposed development on the subject lands:

a) *DECELERATION LANE & LAND CONVEYANCE* – The owners agree that upon approval of a deceleration lane design at Site Plan Control, any required land conveyance for implementation of the deceleration lane shall be provided prior to construction permit, to the satisfaction of the City Engineer.

b) *SANITARY SAMPLING MANHOLE* – The owners agree, for all non-residential uses, to install a sanitary sampling manhole accessible at the property line of the subject lands to the satisfaction of the City Engineer at all times. The determination of the requirement or interpretation if a sampling manhole exists or exceptions to such, will be to the satisfaction of the City Engineer.

c) *SIDEWALKS* – The owners agree to construct, at their expense and according to City of Windsor Standard Specifications, a concrete sidewalk along the entire Daytona Avenue frontage of the subject lands. All work to be to the satisfaction of the City Engineer.

d) *CURB AND GUTTER* – The owners agree, at the discretion of the City Engineer, to construct at their own expense and according to City of Windsor Standard Specifications, a concrete curb and gutter along the entire Daytona Avenue frontage of the subject lands. All work to be to the satisfaction of the Corporation's City Engineer.

e) *WATER SERVICES* - The owners agree to abandon all existing water services per Windsor Utilities Commission (WUC)

f) *DITCH ENCLOSURE* – The owners agree to enclose the roadside ditch on Daytona Avenue abutting the subject properties in a manner satisfactory to the City Engineer.

g) *REDUNDANT DRIVEWAY APPROACHES* – The owners agree to close and remove all redundant driveway approaches and restore the boulevard, at their own expense, all to the satisfaction of the City Engineer.

h) *SERVICING CHARGES* – The owners shall note that they may be required to pay servicing charges for the existing storm and sanitary sewer and/or sewer connection(s), if not paid previously for this site. These charges will be assessed prior to the issuance of a construction permit.

Carried.

Report Number: S 35/2026
Clerk's File: Z/15122 & Z/15127

7.1. Rezoning - 3694-3738 Howard Avenue - Z-003/26 ZNG/7355 - Ward 9

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

Decision Number: **DHSC 815**

I. THAT Zoning By-law 8600 **BE AMENDED** by changing the zoning of Lots 33 to 41, Block 'B', Part of Lot 42 and Block 'A', Registered Plan 1259 (PIN 01561-2293, 01561-5401, 01561-5397), known municipally as 3694-3738 Howard Avenue (Roll No. 070-090-05400, 070-090-05606, 070-090-05706), situated at the southeast corner of Howard Avenue & Holburn Street, from Residential District 1.1 (RD1.1) and Holding Residential District 1.1 (HRD1.1) to Residential District 3.2 (RD3.2).

II. THAT, when Site Plan Control is applicable:

A. The documents, materials, or studies identified in Appendix B to Report S 23/2026, **BE SUBMITTED** with an application for site plan approval, to the satisfaction of the municipal department or external agency requesting them.

B. The Site Plan Approval Officer **BE DIRECTED** to incorporate any requirements identified in Appendix B to Report S 23/2026, into an approved site plan and an executed and

registered site plan agreement, to the satisfaction of the municipal department or external agency requesting them.

Carried.

Report Number: S 23/2026
Clerk's File: Z/15121

There being no further business the meeting of the Development & Heritage Standing Committee (*Planning Act* Matters) portion is adjourned at 5:41 o'clock p.m.

The Chairperson calls the Administrative Items portion of the Development & Heritage Standing Committee meeting to order at 5:41 o'clock p.m.

9. PRESENTATIONS AND DELEGATIONS (COMMITTEE ADMINISTRATIVE MATTERS)

11. ADMINISTRATIVE ITEMS

11.1. Ford City/Main Streets CIP Application, 1082-1086 Drouillard Rd.; Owner: Joseph Garry Colautti - Ward 5

Joseph Colautti, Property Owner

Joseph Colautti, Property Owner, appears before the Development & Heritage Standing Committee regarding the administrative report dated March 11, 2026, entitled "Ford City/Main Streets CIP Application, 1082-1086 Drouillard Rd.; Owner: Joseph Garry Colautti - Ward 5" and is available for questions.

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

Decision Number: **DHSC 817**

I. THAT the request for incentives under the *Ford City CIP* Financial Incentive Programs made by Joseph Garry Colautti ("The Owner"), owner of the property located at 1082-1086 Drouillard Road **BE APPROVED**, for the following incentive programs:

   i. Building/Property Improvement Tax Increment Grant Program for the lesser of 100% of the municipal tax increment for up to 10 years or the eligible costs. The estimated annual amount of the grant is +/- $3,163;

   ii. Retail Investment Grant totalling a maximum amount of $15,000 for one (1) ground floor retail unit;

iii. Municipal Development Fees Grant Program to a maximum amount of $20,000;

II. THAT subject to completion and review satisfactory to the City Planner, the request made by the Owner of the property located at 1082-1086 Drouillard Road **BE APPROVED** for the Main Streets CIP - *Building Facade Improvement Program* for grants totalling a maximum amount of $30,000 in principle;

III. THAT Administration **BE AUTHORIZED** to prepare the agreement between the City and the Owner to implement the *Building/Property Improvement Tax Increment Grant Program* (only) in accordance with all applicable policies, requirements 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;

IV. 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;

V. THAT funds in the maximum amount of $15,000 under the *Retail Investment Grant* Program, and funds in the maximum amount of $20,000 under the *Municipal Development Fees Grant Program* **BE TRANSFERRED** from the CIP Reserve Fund to the Ford City CIP Project (Project #7181046) once the work is completed;

VI. THAT funds in the maximum amount of $30,000 under the Main Streets CIP **BE TRANSFERRED** from the CIP Reserve Fund to the Main Streets CIP project (Project #7219018) once the work is completed;

VII. THAT grants **BE PAID** to the Owner upon completion of improvements to the interior/exterior of the property located at 1082-1086 Drouillard Road, through the Ford City CIP (Project #7181046) and facade improvements through the Main Streets CIP (Project #7219018) to the satisfaction of the City Planner and Chief Building Official; and,

VIII. THAT grants approved **SHALL LAPSE** and **BE UNCOMMITTED** and returned to CIP Reserve Fund 226 if the applicant has not completed the work and fulfilled the conditions within 2 years of the approval date.

Carried.

Report Number: S 26/2026
Clerk's File: Z/13251 & Z/13002

11.3. Amendment to Sign By-law 250-2024 2595 Dougall Ave, SGN-001/25 (Proposed Electronic Changing Copy Billboard Ground Sign) - Ward 10

Sophia Di Blasi, Planner III – Senior Urban Designer, appears before the Development & Heritage Standing Committee regarding the administrative report dated April 8, 2026, entitled "Amendment to Sign By-law 250-2024 2595 Dougall Ave, SGN-001/25 (Proposed Electronic Changing Copy Billboard Ground Sign) - Ward 10" and provides a brief overview of the proposed by-law

amendment request including details regarding the proposed electronic changing copy billboard ground sign does not comply with multiple by-law provisions and prohibitions, creates elevated distraction risk, and sets an undesirable precedent for future sign by-law amendment applications. She adds that the administrative report recommends denial of the site-specific amendment request and advises that a poster billboard would be approved subject to permitting requirements.

Harry Froussios, Principal Planner, Zelinka Priamo

Harry Froussios, Principal Planner, Zelinka Priamo, appears before the Development & Heritage Standing Committee regarding the administrative report dated April 8, 2026, entitled “Amendment to Sign By-law 250-2024 2595 Dougall Ave, SGN-001/25 (Proposed Electronic Changing Copy Billboard Ground Sign) - Ward 10” and provides a brief overview of their application for the proposed replacement sign and indicates that the proposed electronic sign is designed to emulate a non-electronic sign, and that images will be static for two to three minutes to avoid driver distractions; and concludes by suggesting that the variances to the sign by-law are minor and justified, and that Windsor Police have reviewed the plan and have no objections from a public safety perspective.

Connor Wright, Intermediate Planner, Zelinka Priamo

Connor Wright, Intermediate Planner, Zelinka Priamo, appears via electronic participation before the Development & Heritage Standing Committee regarding the administrative report dated April 8, 2026, entitled “Amendment to Sign By-law 250-2024 2595 Dougall Ave, SGN-001/25 (Proposed Electronic Changing Copy Billboard Ground Sign) - Ward 10” and is available for questions.

Sheetal Thukral, Traffic Engineer, CIMA+

Sheetal Thukral, Traffic Engineer, CIMA+, appears via electronic participation before the Development & Heritage Standing Committee regarding the administrative report dated April 8, 2026, entitled “Amendment to Sign By-law 250-2024 2595 Dougall Ave, SGN-001/25 (Proposed Electronic Changing Copy Billboard Ground Sign) - Ward 10” and is available for questions.

Angelo Lunetta, Owner, North Construction

Angelo Lunetta, Owner, North Construction, appears before the Development & Heritage Standing Committee regarding the administrative report dated April 8, 2026, entitled “Amendment to Sign By-law 250-2024 2595 Dougall Ave, SGN-001/25 (Proposed Electronic Changing Copy Billboard Ground Sign) - Ward 10” and is available for questions.

Councillor Kieran McKenzie inquires whether administration’s understanding is that Windsor Police Services have expressed no safety concerns regarding the proposed sign.Ms. Di Blasi replies that the city receives feedback from various stakeholders – including Windsor Police – during the pre-consultation phase, and it is acknowledged that Windsor Police Services had no concerns. Neil Roberston, City Planner, appears before the Development & Heritage Standing Committee regarding the administrative report dated April 8, 2026, entitled “Amendment to Sign By-law 250-

2024 2595 Dougall Ave, SGN-001/25 (Proposed Electronic Changing Copy Billboard Ground Sign) - Ward 10" and adds that the Police response reads as no objections with each individual amendment in isolation, but the city's position takes all of these amendments into account as a whole. Councillor Kieran McKenzie requests clarification on this point when the report is brought to council.

Councillor Jim Morrison brings comments that there is rarely a break in traffic in this area, as it is a convergence point between Ouellette Place and Dougall Avenue. He asks Mr. Froussios how it could be guaranteed that the changing advertisement would not cause a distraction during that time. Mr. Froussios replies that the two-to-three-minute time of each advertisement would mean the majority of drivers would not see a change, but that some research would be required to optimize the time of advertisement changes.

Councillor Jim Morrison asks administration to clarify the intersection's ranking as 27th among the top 50 high collision intersections in the city. Stacey McGuire, Executive Director of Operations, Depar10" and the City Engineer, appears before the Development & Heritage Standing Committee regarding the administrative report dated April 8, 2026, entitled "Amendment to Sign By-law 250-2024 2595 Dougall Ave, SGN-001/25 (Proposed Electronic Changing Copy Billboard Ground Sign) - Ward 10" and replies that the city only documents the top 50 highest collision rated intersections. Because there are roughly 295 signaled intersections in the city, the Dougall/Ouellette intersection actually ranks 27th out of 295 overall, making it high on the list.

Councillor Angelo Marignani asks if driver distraction is the main reason administration cites for non-approval of the application. Ms. McGuire replies that distraction is the main concern, especially with the proposed location making the sign visible between two traffic signals. She also notes that this intersection has adaptive signals that change with traffic volume, so coordination of traffic signals and electronic advertisement changes cannot be guaranteed.

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

Decision Number: **DHSC 819**

I. THAT the application for a Site-Specific Amendment to By-law 250-2004 (the "Sign By-law"), being a by-law respecting signs and other advertising devices in the City of Windsor, as amended, to allow for the installation of an Electronic Changing Copy Ground Sign at 2595 Dougall Avenue, **BE DENIED**; and,

II. THAT the Chief Building Official **SHALL** review the status of any sign permit previously issued for the subject property municipally known as 2595 Dougall Avenue after a period of six (6) months, and that, in the event construction of any sign has not seriously commenced, the permit(s) **MAY BE** revoked in accordance with the applicable provisions of the *Building Code Act* and relevant municipal by-laws; and,

III. THAT Administration **BE DIRECTED** to notify the property owner of the requirement to address

the existing illegal fascia wall sign located on the principal building at 2595 Dougall Avenue through the appropriate building permit and sign approval process.

Carried.

Report Number: S 32/2026
Clerk's File: AB2026

11.2. Ford City CIP Application, 1377 Drouillard Road, Owner: Kaija Karmiste (c/o: Saksham Sharma). Ward 5

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

Decision Number: **DHSC 818**

I. THAT the request for incentives under the *Ford City CIP* Financial Incentive Programs made by Kaija Karmiste (c/o: Saksham Sharma) ("The Owner"), owner of the property located at 1377 Drouillard Road **BE APPROVED**, for the following incentive programs:

   i. *Building/Property Improvement Tax Increment Grant Program for the lesser of 100% of the municipal tax increment for up to 10 years or the eligible costs.* The estimated annual amount of the grant is +/- $5,865;
   ii. *Municipal Development Fees Grant Program* to a maximum amount of $50,000; and
   iii. *New Residential Development Grant Program* for nine (9) new residential units ($2,500 each) to the maximum amount of $22,500.

II. THAT Administration **BE AUTHORIZED** to prepare the agreement between the City and the Owner to implement the *Building/Property Improvement Tax Increment Grant Program* (only) in accordance with all applicable policies, requirements 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;

III. THAT the CAO and City Clerk **BE AUTHORIZED** to sign the applicable Grant Agreement(s) in content satisfactory to the City Planner, in financial content to the satisfaction of the City Treasurer and in form satisfactory to the City Solicitor;

IV. THAT funds in the maximum amount of $50,000 under the *Municipal Development Fees Grant Program*, and funds in the amount of $22,500 under the *New Residential Development Grant Program* **BE TRANSFERRED** from the CIP Reserve Fund 226 to the Ford City CIP Project (Project #7181046) once the work is completed to the satisfaction of the City Planner;

V. THAT grants **BE PAID** to the Owner upon completion of the construction of three (3) row townhomes with ADUs on the second floors and in the basements located at 1377 Drouillard Road, through the Ford City CIP (Project #7181046) to the satisfaction of the City Planner and Chief Building Official; and,

VI. THAT grants approved **SHALL LAPSE** and **BE UNCOMMITTED** and returned to CIP Reserve Fund 226 if the applicant has not completed the work and fulfilled the conditions within 2 years of the approval date.

Carried.

Report Number: S 28/2026
Clerk's File: Z/13251

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 6:07 o'clock p.m. The next meeting of the Development & Heritage Standing Committee will be held on June 1, 2026.

Carried.

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

Subject: 825 Riverside Drive West, CBC/CKLW Building – Heritage Designation Report (Ward 4)

Reference:

Date to Council: June 1, 2026
Author: Kristina Tang, MCIP, RPP
Planner III – Heritage
Email: ktang@citywindsor.ca
Phone: 519-255-6543 X 6179
Planning & Building Services
Report Date: 5/11/2026
Clerk's File #: MBA/15167

To: Mayor and Members of City Council

Recommendation:

I. THAT the City Clerk **BE AUTHORIZED** to publish a Notice of Intention to Designate the property municipally known as 825 Riverside Drive West in accordance with Part IV of the Ontario Heritage Act according to the Statement of Cultural Heritage Value or Interest attached as Appendix "A"; and,

II. THAT the City Solicitor **PREPARE** the by-law to designate the property; and,

III. THAT the City Planner or designate **BE DELEGATED** the authority to approve any further proposed changes associated with the integration of key heritage attributes into the future redevelopment.

Executive Summary:

The property at 825 Riverside Drive West contains a former broadcasting facility associated with CKLW Radio and Television and later the Canadian Broadcasting Corporation (CBET). The City received *Planning Act* applications for an Official Plan Amendment and Zoning By-law Amendment to permit the redevelopment of 825 Riverside Drive West. The proposal includes the demolition of the existing building on the subject property to facilitate the development of townhouse units and multiple high-rise buildings, for a total of approximately 1,602 residential units. Immediate demolition is not proposed at this time.

The applicant submitted a Heritage Impact Assessment and a Documentation and Commemoration Report, acknowledging the designation merits of the property. However, the reports propose documentation, selective salvage, and commemoration as mitigation for the demolition of the heritage building. The reports suggests that

further detailed work will be required at the Site Plan Approval stage to determine which elements can be feasibly salvaged and incorporated. Administration supports the commemoration ideas but is requesting proponents to integrate/reconstruct the most heritage significant elements (north façade and L-shape breezeway) into the site design and to secure this through designation and further conditions of Development Approvals.

The Planning Act applications triggered the prescribed event under the *Ontario Heritage Act* (*OHA*), requiring Council to determine within 90 days whether to issue a Notice of Intention to Designate (NOID). This timeline limits the municipality's ability to designate the property if no action is taken within the prescribed period. Council has until June 11, 2026 to decide whether they will issue a NOID. The applicant can "waive" the 90-day timeline under the *OHA*, but they have decided not to sign an agreement to "waive" the 90 days.

While the applicant has proposed the use of a holding provision to prevent demolition, Administration has consulted with Legal Counsel and determined that a holding provision is not an appropriate planning tool to secure the conservation of heritage features. Accordingly, designation under Part IV of the *OHA* is recommended to allow the development to proceed while securing the protection of specific heritage attributes.

Background:

The subject property is located along Riverside Drive West at the intersection of Crawford Avenue. The building was constructed in 1954 for CKLW Radio and Television and remained in use by CKLW until 1972, after which it continued to operate as a Canadian Broadcasting Corporation (CBC) broadcasting facility. 825 Riverside Drive West is currently listed on the Windsor Municipal Heritage Register as the CBC Radio-Canada TV/Radio building (constructed 1954; Contemporary style; glazed brick).

The property has been identified as having cultural heritage value or interest through the Heritage Impact Assessment (HIA) and supporting documentation prepared as part of a redevelopment proposal (Appendix B & C), as well as through the City's ongoing review of heritage properties in response to Provincial Bill 23. These evaluations concluded that the property meets multiple criteria for designation under Ontario Regulation 9/06.

The property is now being considered for redevelopment, which has brought both the future of the site and the status of the existing building into focus. The proposal, prepared by GSP Group on behalf of the owner (Clayland Developments Inc.), contemplates a residential development consisting of five towers and one three-storey stacked/back-to-back townhouse block containing a total of 1,602 dwelling units, and 1,725 parking spaces.

A public open house was held by Clayland Developments Inc. on September 17, 2025 to solicit public feedback on the proposed development. Subsequently, the owner has submitted applications for Official Plan Amendment OPA 199 [OPA/7352] and Zoning By-law Amendment Z-001/26 [ZNG/7351] for the lands municipally known as 825 Riverside Drive West. The applications were deemed complete on February 17,

2026, and notice of the complete applications was given through the Windsor Star on March 13, 2026. The latter date constitutes as the date of the "prescribed event" under the Ontario Heritage Act. As a result, Council would be required to determine within 90 days of the prescribed event whether to issue a Notice of Intention to Designate (NOID), with the prescribed timeline expiring on June 11, 2026.

Accordingly, this report has been advanced to provide Council with the opportunity to consider designation of the property based on its identified cultural heritage value or interest under Ontario Regulation 9/06, and to ensure that heritage conservation is appropriately addressed as part of the redevelopment of the site. If no action is taken, the property will fall off the Heritage Register on January 1, 2027, and the property is slated for demolition according to the development proposal. The applicant indicates that demolition is to take place at the time of redevelopment.

Discussion:

Legal Provisions:

Part IV, Section 29 of the *OHA* provides for designation of "property within the municipality to be of cultural heritage value or interest". The *OHA* under Section 29 (4)(b) includes the requirement for a "statement explaining the cultural heritage value or interest of the property and a description of the heritage attributes of the property". Also, there are provisions for a municipal heritage committee to be consulted about a designation before the council makes a decision on it under Section 29 (2) of the *OHA*.

Ontario Regulation 9/06 provides provisions that an individual property designation under Section 29 of the *OHA* must meet two or more of the criteria for determining whether it is of cultural heritage value or interest under Subsection 1 (2) of the regulation:

1. "The property has design value or physical value because it is a rare, unique, representative or early example of a style, type, expression, material or construction method.
2. The property has design value or physical value because it displays a high degree of craftsmanship or artistic merit.

3. The property has design value or physical value because it demonstrates a high degree of technical or scientific achievement.

4. The property has historical value or associative value because it has direct associations with a theme, event, belief, person, activity, organization or institution that is significant to a community.

5. The property has historical value or associative value because it yields, or has the potential to yield, information that contributes to an understanding of a community or culture.

6. The property has historical value or associative value because it demonstrates or reflects the work or ideas of an architect, artist, builder, designer or theorist who is significant to a community.

7. The property has contextual value because it is important in defining, maintaining or supporting the character of an area.

8. The property has contextual value because it is physically, functionally, visually or historically linked to its surroundings.

9. The property has contextual value because it is a landmark."

Designation requires consideration from Council in two steps. The Notice of Intention to Designate (current step, NOID) provides direction for the City Clerk to give notice to the Property Owner, a public notice on the City's website, and to the Ontario Heritage Trust (OHT) of Council's intent to initiate the heritage designation. After thirty days, and if there is no objection, the Council may pass a by-law to designate the property in accordance with the *Ontario Heritage Act* and publish notice to the same parties and the City's website.

However, any person may object to the designation. If an objection is received to the NOID within 30 days after publication of the notice, Council shall consider the objection and make a decision whether or not to withdraw the NOID within 90 days after the end of the 30-day period. Any person may also appeal the designation bylaw to the Ontario Land Tribunal (OLT) within 30 days of the notice of the bylaw being issued or served. After holding the hearing, the OLT shall dismiss the appeal, allow it in whole or part, repeal the bylaw, amend the bylaw, or direct Council to repeal or amend the bylaw.

Heritage Evaluation of Proposal

As part of the application package, Clayland Developments Inc. submitted a Heritage Impact Study (HIA) (Appendix B) and Documentation & Commemoration Report (Appendix C), both prepared by Stantec Consulting Ltd. The proponent's reports identified that 825 Riverside Drive West meets the O.Reg. 9/06 Criteria for Designation. Staff is in agreement that the property meets the designation criteria and has re-evaluated the designation criteria and created a Statement of Cultural Heritage Value or Interest (Appendix A). These reports will be reviewed as part of the Zoning By-law Amendment and Official Plan Amendment review process as well, and staff will provide comments, where appropriate.

The 2025 Documentation and Commemoration Report recommends a blended commemoration approach that combines documentation, commemoration, and salvage to mitigate the impacts arising from the potential removal of the structure at 825 Riverside Drive. The report states "The salvaging of materials can result in the retention of the design/physical heritage attributes and CHVI of the property, albeit in a different context. These salvaged materials can provide a tangible and physical link to the former structure at 825 Riverside Drive West and be used to facilitate interpretation and commemoration of the property." The 2025 report further notes that a demolition timeline has not been determined and is not anticipated until site development proceeds (Administration is aware that the CBC facility has a lease for several more years). It recommends implementing a Holding Provision through the Zoning By-law Amendment process, alongside removal of the property from the City's Heritage Register. This Holding Provision would require finalization of documentation and commemoration

measures through Site Plan Approval and would preclude demolition until such measures are secured and integrated into the final design.

The City Legal department does not view a Holding Provision in alternative to a heritage designation as an appropriate mechanism to prevent demolition prior to finalizing details related to the conservation, integration, or commemoration of heritage resources.

Administration supports the Documentation and Commemoration report's identification of additional commemoration opportunities; however, concerns remain regarding the extent of proposed salvage and about securing the opportunity for the proposed development to reintegrate or reconstruct the northern façade and the L-Shaped Breezeway instead of selective salvage determined at a later date by the feasibility assessment of a demolition contractor.

Staff have prepared the Statement of Cultural Heritage Value or Interest (Appendix "A") to identify the key elements that express the property's cultural heritage value, while acknowledging the site's redevelopment context and supporting a balanced and achievable conservation outcome.

Heritage Designation Criteria Evaluation (Ontario Regulation 9/06)

Design / Physical Value:
The property demonstrates design and physical value as a **representative example of a mid-20th century modernist broadcasting facility**.

Constructed in 1954, the building exhibits defining characteristics of modernist design, including:

- low horizontal massing
- flat roof form
- minimal ornamentation
- function-driven layout

The building is clad primarily in buff brick with **distinctive green glazed brick elements**, which articulate the façade and define its architectural rhythm.

Particular importance is attributed to:

- the **north façade facing Riverside Drive**, which contains the most prominent architectural expression; and
- the **L-shaped breezeway**, which contributes to the building's form and spatial character as a covered, open-air circulation element.

The substantial landscaped setback from Riverside Drive further reinforces the building's visual prominence along the waterfront.

Historical / Associative Value:
The property has historical and associative value for its direct association with **CKLW Radio and Television** and later the **Canadian Broadcasting Corporation (CBET)**.

CKLW was one of the most influential AM radio stations in North America during the 1960s and 1970s, known as the “Big 8,” with a powerful signal reaching listeners across southern Ontario and the United States.

The building accommodated both radio and television operations, representing an important phase in the integration of broadcasting media and the expansion of cross-border communication.

The building reflects the development of broadcasting and communications in Windsor and illustrates the city's role within a unique cross-border media environment with Detroit.

Contextual Value:
The property has contextual value because it is physically, functionally, and historically linked to its surroundings and to Windsor’s development as a centre of cross-border broadcasting.

Located along the Detroit River, the site reflects the geographic conditions that enabled radio and television signals to reach audiences in both Canada and the United States.

The property is a recognizable site associated with long-standing broadcasting use along Riverside Drive West.

Official Plan Policy:
The Windsor Official Plan (OP) supports the identification, conservation, and protection of cultural heritage resources.

Designation of the property aligns with policies that encourage:
- recognition of heritage resources
- conservation and adaptive reuse
- integration of heritage into development

The specific following OP policies apply:

9.3.4 Protection of Heritage Resources
9.3.4.1 Council will protect heritage resources by:

RELOCATION

a. Recognizing that the importance of a heritage resource is tied most significantly to its original location, and that all means should be undertaken to include heritage buildings appropriately in new development, the relocation of a heritage resource may only be considered when:
   i. The resource is threatened by demolition;
   ii. The resource is threatened by alterations which would destroy its heritage value;
   iii. The resource will serve a useful function in the proposed location;
   iv. The resource will have public exposure in the proposed location;

v. The resource will enhance heritage resources already located in the vicinity of the proposed location; and,

vi. The relocation of the resource is feasible in terms of engineering and economic criteria.

9.3.7 Heritage Resources and Planning Initiatives

9.3.7.1 Council will integrate heritage conservation into the development and infrastructure approval process by:

APPROVAL PROCESS

d. Utilizing the planning approval process (subdivisions / condominiums, official plan amendments, zoning amendments, site plan control, consent, minor variance, demolition control) to facilitate the retention of heritage resources, and to ensure any proposed development is compatible with heritage resources;

URBAN DESIGN CRITERIA

e. Having regard to the following factors when assessing applications such as zoning amendments, site plan control applications, demolition control and payment-in-lieu, which may impact heritage resources:

i. Respecting the massing, profile and character of adjacent buildings;

ii. Approximating the width and established setback pattern of nearby heritage buildings;

iii. Respecting the yards, gardens, trees and landscaped grounds associated with the heritage properties and districts which contribute to their integrity, identity, and setting;

iv. Maintaining, enhancing or creating views and vistas of heritage resources; and

v. Minimizing the impact of shadowing on adjacent heritage properties, particularly on landscaped open spaces and outdoor amenity areas.

DEMOLITION CONTROL

f. Utilizing the demolition control provisions of the Planning Act and the Heritage Act to assist in the protection of heritage buildings and structures;

10.2 Development Applications
(Added by OPA #179– September 09, 2024– By law 138-2024)

The following policies describe how development applications will be submitted, reviewed and processed.

STUDY PURPOSE

10.2.9 It is the intent of the Supporting Technical Studies to enable the City to make informed decisions within the time periods set out in the Planning Act. The City may require provision of Supporting Technical Studies at its sole discretion as part of

a complete application, at any time during the processing of an application under the Planning Act: including but not limited to those Studies listed below:

c. *Built Heritage Impact Study* - The purpose of a Heritage Impact Study is to identify and evaluate cultural heritage resources and determine if any heritage resources, including listed or designated heritage resources, are impacted by development proposals and the potential need for mitigation measures;

Next Steps:

The subject lands are proceeding through Official Plan Amendment OPA 199 and Zoning By-law Amendment Z 001-26, and will subsequently be subject to Site Plan Control. The current proposal would result in the demolition of the existing building and replacement with one Townhouse block, and five towers with a total of 1602 residential units.

Staff note that the Statement of Cultural Heritage Value or Interest (Appendix "A") has been carefully drafted to identify the primary elements that convey the property's cultural heritage value, while recognizing the redevelopment context of the site. The statement focuses on the most significant and feasible elements to be conserved, rather than the entirety of the existing building, in order to support a balanced and implementable conservation outcome.

It has been identified by staff that the conservation of identified heritage attributes, including the north façade and the L-shaped breezeway, has the opportunity to be integrated within the current development proposal. The north façade could be integrated into Townhouse block, and the L-shaped breezeway could be integrated into the redevelopment's amenity space/landscaped area, while still allowing for the development to proceed.

Photo of the CBC building

Photo of the breezeway and the green glazed brick

Through this approach, the designation is not intended to preclude redevelopment of the property, but rather to ensure that key heritage attributes are conserved in a manner that maintains the property's cultural heritage value while allowing for intensification. The resulting heritage outcome is anticipated to include retention and integration of the defining façade elements and breezeway within the new development, supported by detailed design at the Site Plan Approval stage. Priority shall be given to the retention of heritage attributes in their original location. Where it is demonstrated that in situ retention is not feasible, the attributes may be relocated or reconstructed within the property in a manner that conserves their form, material expression, and spatial relationships, to the satisfaction of the City Planner.

Should Council authorize the issuance of a Notice of Intention to Designate, staff will proceed with the designation process in accordance with Part IV of the Ontario Heritage Act, including circulation of the notice, consideration of any objections, and preparation of the final designation by-law. Heritage considerations identified through this designation process will be carried forward and implemented through the development review and approval process. Heritage conservation would then be secured through appropriate conditions of approval and/or site plan agreements, to the satisfaction of the City Planner. These conditions will require the proponent to demonstrate how key character-defining elements are to be retained and meaningfully integrated into the proposed development.

Risk Analysis:

If the property is not designated, it will be demolished at some point in the future, resulting in the loss of identified cultural heritage value to Windsor's heritage resources. Council will not have another opportunity for designation after the 90-day period.

Designation ensures that future changes to the property are subject to review under the Ontario Heritage Act, enabling conservation of key heritage attributes while allowing for

their integration into future development through a Heritage Permit Application process, that could be delegated to Staff to streamline approvals.

Any person may appeal to the Ontario Land Tribunal ("OLT") should they wish to object to designation. An appeal would involve legal costs, including in-house legal representation and potentially third-party expert reviews. A potential appeal by the property owner is possible; however, the HIA submitted by the applicant concluded that there are merits for heritage conservation.

Climate Change Risks

Climate Change Mitigation:
N/A
Climate Change Adaptation:
N/A

Financial Matters:

Costs associated with designation include legal notices and registration of the by-law totaling approximately $110.00.

Typically, the designation costs are funded by the Heritage Committee operating budget. However, for designations undertaken as a result of Bill 23 and Bill 200, the costs would be funded by the Capital Project 7241028 (Bill 23 Municipal Heritage Register) which has an uncommitted amount of $143,223 and would be sufficient to cover the costs of these designations. The Owner would not be eligible for heritage incentives for heritage works as a result of the redevelopment.

In the event of an appeal of the Designation By-law to the OLT, external legal services may be required which can involve future financial implications.

Consultations:

- review of heritage studies submitted by the applicant
- internal consultation with Planning staff
- research supported by local archives and heritage resources

Heritage Planning staff have consulted with the following staff in the preparation of this report:

- Michael Okanlawon, Financial Planning Administrator, Finance Department
- Aaron Farough, Senior Legal Counsel, Legal Department

Conclusion:

The property at 825 Riverside Drive West meets multiple criteria under Ontario Regulation 9/06 and warrants designation under Part IV of the Ontario Heritage Act.

Designation will recognize the cultural heritage value of the property and provide a framework for conserving key heritage attributes, while allowing for their integration into future development.

Planning Act Matters:
The associated Official Plan Amendment OPA 199 [OPA/7352] and Zoning By-law Amendment Z-001/26 [ZNG/7351] file for development on 825 Riverside Drive West will be considered separately under the Planning Act process.

Approvals:

Name	Title
Kristina Tang	Planner III – Heritage
Jason Campigotto	Deputy City Planner – Growth (A)
Emilie Dunnigan	Manager, Development Revenue & Financial Administration
Lorie Gregg	Executive Director, Financial Planning/Deputy Treasurer
Aaron Farough	Senior Legal Counsel, Legal & Real Estate
Neil Robertson	City Planner
Jelena Payne	Deputy CAO/Commissioner, Economic Development
Dan Seguin	On behalf of Commissioner, Finance and City Treasurer
Ray Mensour	Chief Administrative Officer

Notifications:

Name	Address	Email
GSP Group - Rachel Bossie		
Clayland Developments Inc. - Alex Vandersluis		

Appendices:

1 Appendix A- Statement of Cultural Heritage Value or Interest
2 Appendix B- Heritage Impact Study - 825 Riverside Drive W-available at www.citywindsor.ca due to size
3 Appendix C- Commemoration & Documentation Report-available at www.citywindsor.ca due to size

Appendix A – Statement of Cultural Heritage Value or Interest

CBC/CKLW Building

825 Riverside Drive West

Description of Historic Place:

The CBC/CKLW Building is located at 825 Riverside Drive West in the City of Windsor, at the intersection of Riverside Drive West and Crawford Avenue. Constructed in 1954 for CKLW Radio and Television, the building was a purpose-built broadcasting facility. The building was occupied by CKLW until 1972, after which it continued to be used for media production by the Canadian Broadcasting Corporation (CBET). The property has remained in continuous use as a broadcasting and communications facility since its construction, representing the longstanding history of broadcasting in Windsor. The cultural heritage value of the property is embodied in key elements that can be conserved through sensitive integration into future development.

Statement of Cultural Heritage Value:

Design / Physical Value

The property has design and physical value as a representative example of a mid-20th century modernist broadcasting facility.

The building's design value is expressed through its horizontal massing, buff brick façade, green glazed brick detailing, and distinctive L-shaped breezeway, which together define the architectural character of the structure, with particular importance attributed to the north and west façades and the breezeway as primary expressions of this value.

The property's substantial setback from Riverside Drive and landscaped open space contribute to its visual presence. These features support views toward the Detroit River and help establish a relationship with the adjacent riverfront.

Historical / Associative Value

The property has historical and associative value through its direct association with CKLW Radio and Television and later the Canadian Broadcasting Corporation (CBET), key institutions in the development of broadcasting in Windsor and the Detroit–Windsor region. It is the only property on the Windsor Municipal Heritage Register associated as a broadcasting facility.

CKLW was a highly influential AM radio station in North America during the 1960s and 1970s, known as the "Big 8," with a signal reaching across southern Ontario and into the United States. The building accommodated both radio and television operations until

1972, representing an important phase in the integration of broadcasting media and the expansion of cross-border communication.

The property also demonstrates Windsor's role within a bi-national media environment. Its location and function as a purpose-built broadcasting facility illustrate how programming was produced in Windsor for audiences on both sides of the border, reflecting a unique system of cross-border cultural exchange and media distribution.

The building reflects mid-20th century broadcasting practices through its purpose-built form and continued use as a communications facility, illustrating the evolution of media production and the organization of integrated radio and television operations.

Contextual Value

The property has contextual value because it is physically, functionally, and historically linked to its surroundings and to Windsor's development as a centre of cross-border broadcasting.

Located along the Detroit River, the site reflects the geographic conditions that enabled radio and television signals to reach audiences in both Canada and the United States. The building's location and long-standing use as a broadcasting facility illustrate Windsor's role within a broader regional communications network centred on the Detroit–Windsor media market.

The property is a recognizable site associated with long-time broadcasting in Windsor along Riverside Drive West, though its significance is primarily derived from its historical and functional role rather than its visual prominence. The property is also distinguished by its substantial setback and landscaped open space.

Heritage Attributes:

Exterior attributes that contribute to the property's design and physical value as a representative example of a mid-20th century purpose-built broadcasting facility include:

- **North façade**, including:
    - green glazed brick detailing and columns
    - rhythmic façade bays and inset openings
- **L-shaped breezeway structure**, including:
    - open-air covered walkway form
    - green glazed brick-clad columns and structural rhythm
- Horizontal massing as expressed along the north elevation
- Substantial landscaped setback along Riverside Drive West
- Buff brick cladding as a secondary material contributing to the overall façade composition

Contextual Attributes:

Attributes that support the property's contextual value, including its physical and functional relationship to its surroundings, include:

- Prominent location along Riverside Drive West
- Visual and spatial relationship to the Detroit River, including views toward the river and a generous setback from Riverside Drive, as expressed through the site's overall configuration
- Siting and orientation reflecting the property's historic function within a cross-border broadcasting environment

The identified heritage attributes have been defined to focus on the primary elements that convey the property's cultural heritage value and that may feasibly be retained and integrated into future development.

Priority shall be given to the retention of heritage attributes in their original location. Where it is demonstrated that in situ retention is not feasible, the attributes may be relocated or reconstructed within the property in a manner that conserves their form, material expression, and spatial relationships, to the satisfaction of the City Planner.

Subject: Economic Revitalization CIP 2862 Kew Drive - BiWell Holdings Inc. Ward 8

Reference:

Date to Council: June 1, 2026
Author: Simona Simion, Planner III - Economic Development (A)
(519) 255-6543 x6449
ssimion@citywindsor.ca

Planning & Building Services
Report Date: 4/13/2026
Clerk's File #: SPL/10759

To: Mayor and Members of City Council

Recommendation:

I. THAT the request made by BiWell Holdings Inc. (owner William Wu) to participate in the Small Business Investment Grant Program **BE APPROVED** for the property located at 2862 Kew Drive for the lesser of 100% of the municipal tax increment for a period of five (5) years or the eligible costs pursuant to the City of Windsor Economic Revitalization Community Improvement Plan; and,

II. THAT Administration **BE DIRECTED** to prepare an agreement between BiWell Holdings Inc. and the City in accordance with all applicable policies, requirements, and provisions contained within the Economic Revitalization 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 agreement 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,

IV. THAT the approval to participate in the Small Business Investment Grant program **BE RESCINDED** if the applicant has not completed the eligible work and fulfilled the completeness and payment requirements (refer to Appendix D: Grant Completeness and Payment) within five (5) years of the City Council approval date to the satisfaction of City Planner. The City Planner may extend the deadline one (1) year only if requested by the applicant.

Background:

The Economic Revitalization Community Improvement Plan (CIP) was approved on January 31, 2011 (via CR 50/2011). The adopting By-law 30-2011 was passed February 14, 2011.

The Economic Revitalization CIP provides financial incentives to encourage new investment in targeted economic sectors for the purposes of diversifying the local economy and creating/retaining jobs. The CIP allows the City to take a variety of measures to further the objectives of the Economic Revitalization CIP that would otherwise be prohibited by Ontario's *Municipal Act*. This includes the acquisition and preparation of land; construction, repair, rehabilitation or improvement of buildings; the sale, lease or disposal of land and buildings; and the provision of grants to owners or tenants of land. All grants must conform to the objectives and policies contained within the CIP.

In 2016, City Council approved an application for a Small Business Investment Grant for the subject site with CR278/2016. No agreement was signed with the City and work was not completed to the satisfaction of the City Planner. This approval was extended one-year in 2024 with CR290/2024; this one-year extension expired in 2025. Accordingly, no financial incentives were received.

BiWell Holdings Inc. owns the property located at 2862 Kew Drive (see Map 1) and the business located on the property - Stratus Plastics International (SPI) ("Stratus"). Stratus is undertaking a strategic expansion of its automotive manufacturing operations through the construction of an additional 2,627 m^2 or 28,277 square feet of industrial space and the installation of a 2,000-ton injection molding machine.

The property is designated 'Industrial' and 'Business Park' in the City's Official Plan and zoned Manufacturing District (MD 1.2), which permits a range of light manufacturing and service commercial uses.

Discussion:

Small Business Investment Grant Program

BiWell Holdings Inc. has applied for financial incentives under the Small Business Investment Grant Program, which is intended to stimulate investment in targeted economic sectors for the purpose of creating jobs and diversifying the local economy. Manufacturing businesses with less than 50 employees fall under the Small Business Investment Grant Program.

Successful applicants are eligible to receive an annual grant for up to 100% of the municipal property tax increase created by an investment in development or redevelopment of a building or property, provided it conforms to the Economic Revitalization CIP. The annual grants continue for the earlier of five (5) years or until 100% of the eligible investment costs are repaid.

Eligible Sector

BiWell Holdings Inc. is eligible for incentives under the manufacturing sector, which is defined in the CIP as:

> *"Companies engaged in the fabricating, processing, assembling, packaging, producing or making goods or commodities, including ancillary repair, storage, wholesaling or office uses."*

Employment

According to the CIP application, BiWell Holdings Inc. currently has 36 full time employees which would be retained. An additional eleven (11) full time positions will be created for new work related to the expansion.

Proposed Construction

BiWell Holdings Inc. proposes to construct a 2,627 square metre (28,277 square foot) addition to its existing industrial building. The total eligible costs for the rehabilitation grant is estimated at $1,900,000.

The construction of the addition would require site plan approval prior to building permit issuance.

CIP Objectives

The proposed development and recommended Small Business Investment Grant supports the following CIP objectives:

- Encourage investment that results in the productive use of lands and/or buildings for the purposes of establishing or maintaining a business enterprise, or the expansion of existing businesses to realize more effective use of the land's potential;
- Encourage capital investments that create new and/or maintain existing permanent jobs, as well as short-term construction jobs that contribute to the reduction of the unemployment rate;
- Provide financial incentive programs that are attractive to potential investors and corporate decision-makers, but are balanced with expectations of City taxpayers and the City's ability to fund the financial incentive programs;
- Facilitate the development of the City's vacant employment lands and other areas that have the potential to be new employment areas; and
- Support investment and development that results in an increase in property assessment and grows the non-residential municipal tax base over the long-term.

Risk Analysis:

There is little risk associated with the approval of the CIP application. Staff resources are required for the upfront administration of the grant program and finalization of the legal agreement. Limited staff resources related to on-going monitoring of the employment use, employment targets stated in the application, and issuance of annual grants will also be required over the next five (5) years. Should Council not approve the CIP request there is a risk that BiWell Holdings Inc. may not proceed with the full planned investment to construct in Windsor.

Climate Change Risks:

Climate Change Mitigation:

The proposed redevelopment implements Environmental Master Plan Objective C1: Encourage in-fill within existing built areas.

Climate Change Adaptation:

The proposed redevelopment may be affected by climate change, in particular with respect to extreme precipitation and an increase in days above 30 degrees. While not the subject of this report, any new construction would be required to meet the current provisions of the Building Code, which would be implemented through the building permit process. The site would also be required to incorporate storm water management best practices.

Financial Matters:

The Small Business Investment Grant Program would be based upon the lesser of 100% of the municipal tax increment generated from the improvements made to the building or property for up to five (5) years, or the eligible costs. Administration has estimated that the proposed addition will increase the assessment value of the property by $876,500, from $1,017,000 to $1,893,500. Based on the post-project assessment of $1,893,500, the total estimated value of the grant is $39,424 annually, for a projected total of $197,120 over five (5) years. The final grant amount, however, will be determined based on the actual post‑development assessment as determined by the Municipal Property Assessment Corporation (MPAC).

Estimated Tax Increment Grant for 2862 Kew Drive			
Annual Pre-Development Taxes (Municipal Portion Only)	**Estimated Annual Post-Development Taxes (Municipal Portion Only)**	**Estimated Annual Increase in Taxes (Municipal Portion Only)**	**Estimated Total Tax Increment Grant**
$45,744	$85,168	$39,424	$197,120

Current Property Value Assessment	$1,017,000
Estimate Post Development Property Assessment	$1,893,500

The applicant has indicated that the estimated eligible project cost is $1,900,000. The *Planning Act* stipulates that the total grants under a CIP cannot exceed the eligible costs. The grant under this tax increment program accounts for approximately 10% of the eligible project costs.

The tax increment portion of the Small Business Investment Grant is not calculated or paid out until all eligible work is completed and the property is reassessed by MPAC. Reassessment of the property must result in an increase in at least $25,000 in assessment value. The grant amount is recalculated annually based on the actual assessed property value, tax class, and municipal tax rate.

Because the Small Business Investment Grant Program does not cancel taxes, the applicant must pay the full amount of property taxes annually and will subsequently receive a grant for the difference between the pre- and post-development municipal taxes. The City will retain the amount of pre-development (base) municipal taxes throughout the lifespan ($45,744 per annum or $228,720 over the 5 year period) of the grant program however will be foregoing any incremental property taxes ($39,424 per annum or $197,120 over the 5 year period) which could otherwise be used to offset future budget pressures over the next five (5) years.

Consultations:

The development and approval of the Economic Revitalization CIP was subject to extensive stakeholder and public consultation, which sought input from a wide range of stakeholders and internal City departments.

Planning staff have consulted with the applicant prior to accepting the application for the Brownfield Rehabilitation Grant Program. Greg Atkinson, Deputy City Planner Development; Jose Mejalli, Assessment Management Officer, Treasury and Financial Accounting; Carolyn Nelson, Manager of Property Valuation & Administration, Treasury and Financial Accounting; and Aaron Farough, Senior Legal Counsel, Legal Department were consulted in the preparation of this report.

Conclusion:

City Staff recommend that City Council approve the application made by BiWell Holdings Inc. at 2862 Kew Drive to participate in the Small Business Investment Grant Program under Economic Revitalization Community Improvement Plan Grant.

Planning Act Matters:

N/A

Approvals:

Name	Title
Simona Simion	Planner III - Economic Development (A)
James Abbs	Manager, Planning – Land Info & Special Projects (A)
Jason Campigotto	Deputy City Planner – Growth (A)
Emilie Dunnigan	Manager Development Revenue & Financial Administration
Lorie Gregg	Executive Director, Financial Planning/Deputy Treasurer
Aaron Farough	Senior Legal Counsel, Legal & Real Estate
Neil Robertson	City Planner
Jelena Payne	Deputy CAO/Commissioner, Economic Development
Janice Guthrie	Deputy Commissioner, Finance and City Treasurer
Ray Mensour	Chief Administrative Officer

Notifications:

Name	Address	Email

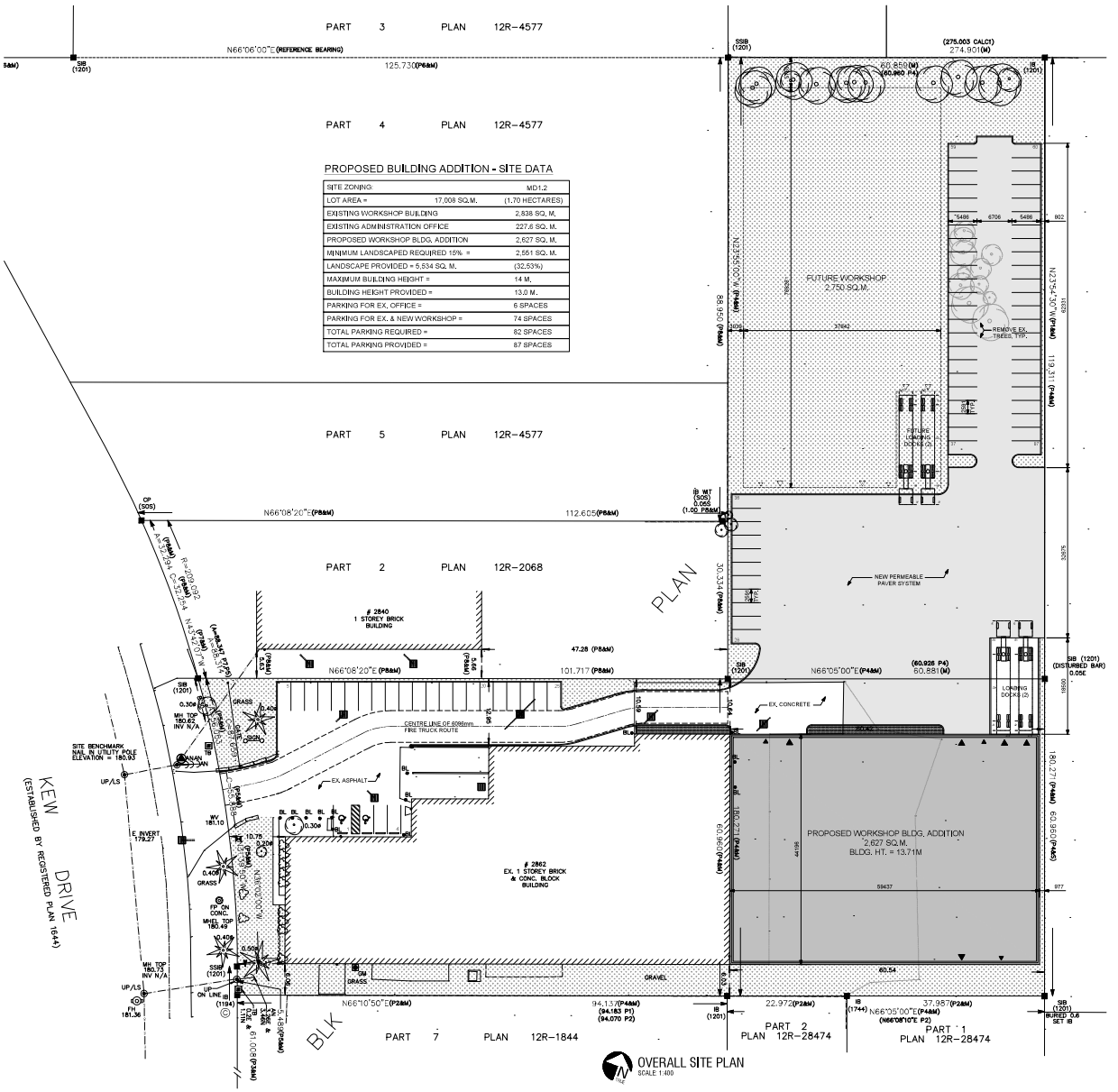
Appendices:

Appendix A Location Map
Appendix B Site Plan
Appendix C Business Plan Stratus Plastics
Appendix D Grant Completeness and Payment

LOCATION MAP - 2862 KEW DRIVE

SUBJECT PROPERTY

0 15 30 60
Meters



ALEO ASSOCIATES INC. - CONSULTING ENGINEERS

ALEO ASSOCIATES INC.
ENGINEERS & PLANNERS

A Detail Number
B Detail Sheet

Issuances
X Preliminary FEB. 2026

Revisions

Sheet Title
OVERALL SITE PLAN

Project / Client
STRADIS PLASTICS INTERNATIONAL INC.
PROPOSED WORKSHOP BUILDING ADDITION
2062 KLEW DRIVE, WINDSOR, ON

Drawn By
OA
Checked By
PA
Date
FEB. 2026
Project No.
8890
Drawing No.
A0

Stratus Plastics International Inc.

Automotive Expansion Business Plan

25,000 sq ft Facility Expansion & Addition of 2,000-Ton Injection Molding Machine

---

1. Executive Summary

Stratus Plastics International Inc. ("Stratus") is undertaking a strategic expansion of its automotive manufacturing operations through the construction of an additional **25,000 square feet** of industrial space and the installation of a **2,000-ton injection molding machine**. This expansion is designed to meet growing demand from Tier-1 and Tier-2 automotive customers, support larger and more complex molded components, and strengthen Stratus' position as a high-capacity, automation-driven North American plastics manufacturer.

The project increases production capacity, enables entry into higher-value automotive programs, and improves long-term cost competitiveness through scale, automation, and vertical integration.

---

2. Company Overview

Stratus Plastics International Inc. is a Canadian injection-molding manufacturer with over 20 years of operating history. The company specializes in high-volume, technically demanding plastic components, with a strong footprint in the automotive sector.

Core strengths include:

- 24/5 production operations
- Deep automation and robotics expertise
- In-house tooling and process engineering
- Proven quality systems aligned with automotive standards
- Lean operational structure with disciplined capital deployment

The automotive division remains a core growth engine, supported by existing infrastructure, experienced personnel, and long-standing customer relationships.

---

3. Strategic Rationale for Expansion

3.1 Market Drivers

- Increasing vehicle complexity and module integration
- Demand for larger molded components (structural, under-hood, interior modules)
- OEM and Tier-1 preference for North American supply chains
- Consolidation of suppliers toward high-capacity, automation-ready manufacturers

3.2 Strategic Objectives

- Add capability for **large-tonnage automotive parts**
- Secure long-term production contracts tied to new vehicle platforms
- Reduce per-unit costs through scale and automation
- Increase revenue per square foot and per machine

---

4. Project Scope

4.1 Facility Expansion

- **New build area:** 25,000 sq ft
- **Clear height:** Designed for large presses and automation cells
- **Floor loading:** Engineered for 2,000-ton press, heavy molds, and material handling
- **Utilities:** Upgraded electrical service, chilled water, compressed air, and material conveying
- **Layout:** Optimized for press cell, automation, mold staging, and quality inspection

4.2 Equipment Investment

- **Injection Molding Machine:** 2,000-ton
- **Capabilities:**
    - Large-format automotive components
    - High-pressure and structural molding
    - Automation-ready (robotics, conveyors, in-mold handling)
- **Ancillary systems:**
    - Robotics and automation
    - Material drying and conveying
    - Mold temperature control
    - Quality inspection and SPC integration

---

5. Operations Plan

5.1 Staffing

- Incremental operators, technicians, and quality staff
- Leverage existing engineering, maintenance, and management teams
- No duplication of back-office roles

5.2 Production Model

- 24/5 operation
- Automotive quality systems (PPAP, traceability, SPC)
- Lean manufacturing and preventive maintenance programs

5.3 Integration

The expansion integrates seamlessly with existing Stratus operations, sharing:

- Engineering resources
- Maintenance teams
- Quality systems
- Supply chain and procurement

---

6. Market & Customers

6.1 Target Customers

- Tier-1 automotive suppliers
- Tier-2 automotive component manufacturers
- Programs requiring large, high-tonnage molded parts

6.2 Competitive Advantage

- Large-tonnage capability without offshore lead times
- Automation-driven cost competitiveness
- Proven automotive quality and execution
- Financial and operational stability

---

7. Financial Overview (High-Level)

7.1 Capital Investment (Indicative)

- Building expansion (25,000 sq ft)
- 2,000-ton injection molding machine
- Automation, robotics, and auxiliaries

- Electrical and utility upgrades

7.2 Revenue Impact

- New automotive programs tied to large components
- Multi-year production contracts
- Higher revenue per press compared to mid-tonnage machines

7.3 Return Profile

- Strong utilization once automotive programs launch
- Long asset life typical of automotive tooling and presses
- Improved EBITDA through scale and automation

---

8. Risk & Mitigation

Risk	Mitigation
Program timing delays	Staged capital deployment
Customer concentration	Multiple programs/customers
Labor availability	Automation-first strategy
Energy costs	Efficient equipment, future energy optimization

---

9. Sustainability & Compliance

- Energy-efficient equipment selection
- Automation reduces scrap and rework
- Compliance with automotive OEM sustainability expectations
- Expansion designed to support future energy optimization initiatives

---

10. Implementation Timeline (Indicative)

1. Final engineering & permitting
2. Building construction
3. Equipment procurement
4. Installation & commissioning
5. Customer qualification (PPAP)
6. Production ramp-up

11. Conclusion

This 25,000 sq ft expansion and 2,000-ton injection molding investment positions **Stratus Plastics International Inc.** for sustained growth in the automotive sector. The project builds on existing strengths, responds directly to market demand, and enhances long-term competitiveness through scale, automation, and high-value manufacturing capability.

The expansion is a disciplined, strategic investment aligned with Stratus' operational philosophy and long-term vision.

Appendix D – Grant Completeness and Payment

This appendix includes a comprehensive checklist for grant completeness and payment requirements. Submit checklist, expense report and requested documentation to cip@citywindsor.ca for review before the grant approval expiration (refer to council resolution for date). All required documentation to be included in an email with the following title "CIP-Grant Completeness and Payment Request - Address – Applicant Name".

City Staff will review the submission to ensure that eligible costs are not exceeded and documentation compliant.

Grant Completeness Checklist

All grant payments are issued following the completion of eligible work and the submission of required information (e.g. invoices and proof of payment in full).

☐The applicant to contact Building Department building@citywindsor.ca to ensure that final inspection is passed and no open orders exist.

☐Contact Right-of-way Division to ensure that all permits are closed engineeringdept@citywindsor.ca

Grant Payment Checklist

Tax-increment based grants require:

☐Grant agreements to be drafted, signed by the CAO/City Clerk and applicant, and registered on the property title; Contact cip@citywindsor.ca for a draft agreement.

☐Statutory declaration of corporate standing and a legal opinion must be submitted by the applicant; Contact cip@citywindsor.ca for sample format.

☐The applicant to provide Municipal Property Tax Assessment Corporation (MPAC) post construction property value assessment.

☐The applicant must pay increased municipal tax levy for one full year.

☐The applicant must demonstrate all eligibility requirements have been met/maintained before the first grant payment can be issued (e.g. number of jobs retained/added - provide T4s).

Grants that are issued on an annual basis require verification that eligibility has been maintained.

Finance Department issues grant payment electronically.

☐A vendor account must be established before electronic payment can be made. Vendor form may be requested at cip@citywindsor.ca

☐The applicant to submit an excel spreadsheet summarizing eligible work invoices as shown below. The applicant to submit proof of payment (bank statement snapshot, copy cheques).

Excel Spreadsheet sample available upon request at cip@citywindsor.ca

Application Date								
Project Address								
Invoice Date	Company Name & Address	Invoice #	Proof of Payment (Cheque # or Description)	Work Covered by Invoice (Description)	# of Employees	Cost	HST	Eligibility
				Total	0.00	$0.00	$0.00	

Subject: Closure of two north-south alleys and Part Closure of intersecting east-west alley, all located north of Cecile Street and west of Lauzon Road, Ward 6, SAA-7346

Reference:

Date to Council: June 1, 2026
Author: Brian Nagata, MCIP, RPP
Planner III - Development (A)
(519) 255-6543 ext. 6181

Planning & Building Services
Report Date: April 14, 2026
Clerk's File #:

To: Mayor and Members of City Council

Recommendation:

I. THAT the ≈ 14.0 metre portion of the 4.27-metre-wide east-west alley, located west of Lauzon Road, shown as Part 4 on Drawing No. CC-1878 (attached hereto as Appendix "A"), and hereinafter referred to as "Part 4", **BE DENIED** for subsequent closure;

II. THAT the 4.27-metre-wide north-south alley, located north of Cecile Street, shown as Part 1 on Drawing No. CC-1878, and hereinafter referred to as "Part 1", **BE ASSUMED** for subsequent closure;

III. THAT the 4.27-metre-wide north-south alley, located north of Cecile Street, shown as Part 5 on Drawing No. CC-1878, and hereinafter referred to as "Part 5", **BE ASSUMED** for subsequent closure;

IV. THAT the ≈ 121.0 metre portion of the 4.27-metre-wide east-west alley, located between Part 1 and Part 4, shown as Part 2 and Part 3 on Drawing No. CC-1878, and hereinafter referred to as "Part 2" and "Part 3", **BE ASSUMED** for subsequent closure;

V. THAT Part 1 and Part 2 **BE CLOSED AND CONVEYED** in as-is condition to the abutting property owners and, as necessary, in a manner deemed appropriate by the City Solicitor, subject to the following:

a. The City Solicitor shall, upon the availability of funding, engage an Ontario Land Surveyor to prepare a survey plan for the purpose of describing Part 1 and Part 2.

VI. THAT Part 3 and Part 5 **BE CLOSED AND CONVEYED** in as-is condition to the Owner of the abutting property known municipally as 227-239 Lauzon Road, legally described as Lot 1, Registered Plan 1104, and as necessary, in a manner deemed appropriate by the City Planner, subject to the following:

b. Easements, subject to being accepted in the City's standard form and in accordance with the City's standard practice, are being granted to:

i. ENWIN Utilities Ltd. to accommodate existing overhead 120/240 volt hydro distribution; and
ii. Managed Network System Inc. (MNSi) to accommodate existing overhead infrastructure.

c. Payment of the survey costs associated with the closure of Part 3 and Part 5 by the Owner.
d. Title to the abutting properties municipally known as 0 Lauzon Road (legally described as Lots 2 to 6, Registered Plan 1104), 227-239 Lauzon Road (legally described as Lot 1, Registered Plan 1104), and 0 and 7860 Cecile Street (legally described as Lots 23 and 24, Registered Plan 1104) shall be taken in one name to ensure consolidation of those parcels with Parts 3 and 5.

VII. THAT Conveyance Cost **BE SET** as follows in accordance with CR106/2003, as amended by CR427/2003 & CR182/2005:

e. For Part 1 and Part 2 conveyed to abutting lands zoned RD1.1 and RD1.2, $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.
f. For Part 3 and Part 5, conveyed to abutting lands zoned RD3.2, $25.00 per square foot ($269.10 per square metre) without easements plus HST, and $12.50 per square foot ($134.55 per square metre) with easements plus HST.

VIII. THAT The City Planner **BE REQUESTED** to supply the appropriate legal description, in accordance with Drawing No. CC-1878.

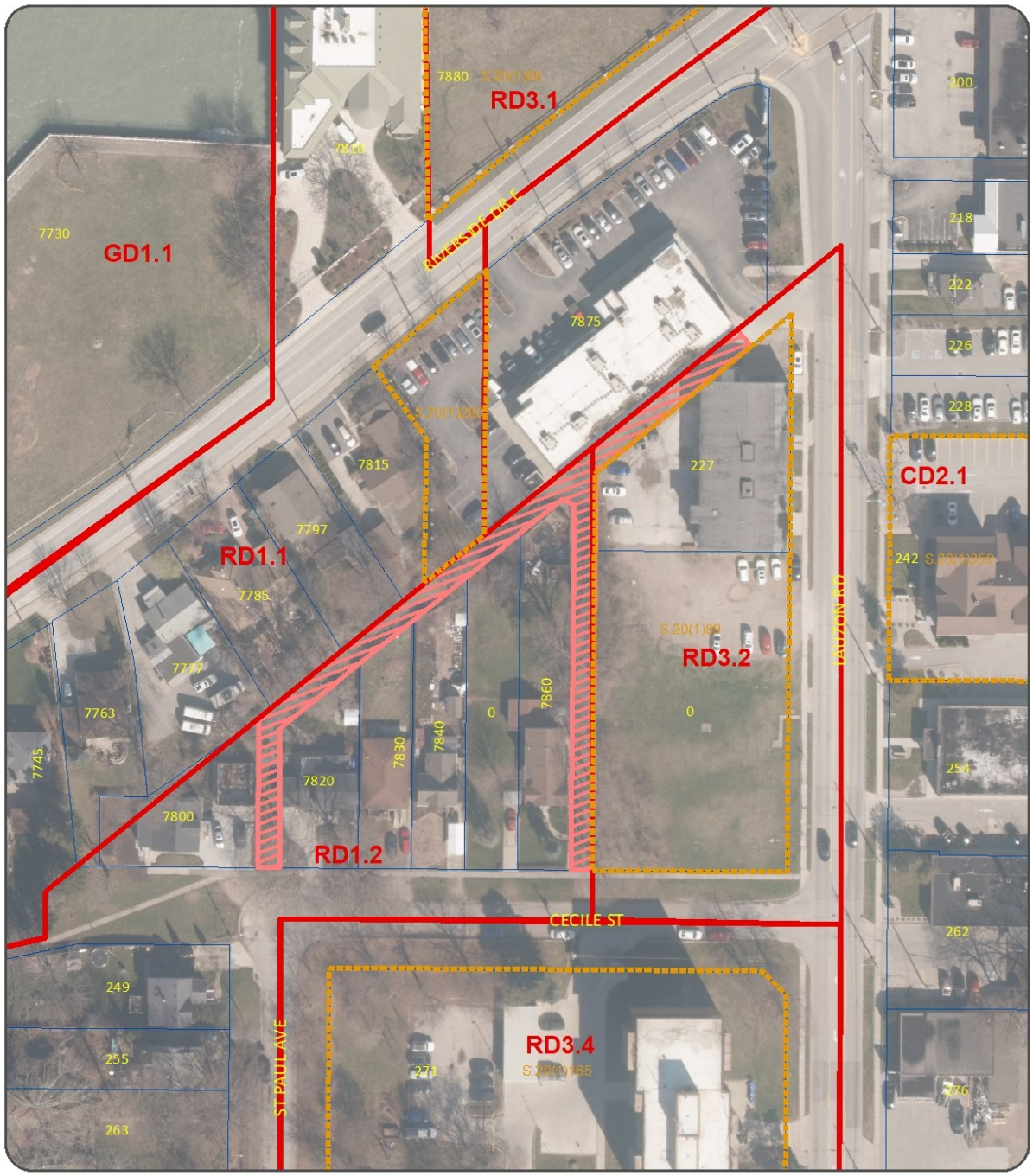
IX. THAT The City Solicitor **BE REQUESTED** to prepare the necessary by-law(s).

X. 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.

XI. THAT the matter **BE COMPLETED** electronically pursuant to By-law Number 366-2003

Executive Summary:

N/A



STREET & ALLEY CLOSING (SAA/7346)

1:1,000

APPLICANT : 1277099 ONTARIO LIMITED

REQUEST FOR CLOSURE

PLANNING DEPARTMENT - PLANNING POLICY

DATE: DECEMBER, 2025

Background:

Neal Guttman (the "Applicant"), acting on behalf of the owners of the properties municipally known as 0 Lauzon Road (Penn Sherr Inc.), 227-239 Lauzon Road (1277099 Ontario Limited), and 0 and 7860 Cecile Street (Jared Guttman) (collectively, the "Subject Property"), has applied to close two alleys. These include: (1) a 4.27-metre-wide north-south alley located north of Cecile Street and abutting Lot 23 on Registered Plan 1104, identified as Part 5 on Drawing No. CC-1878 (Appendix "A") (hereinafter referred to as "Part 5"); and (2) the eastern portion of a 4.27-metre-wide east-west alley located west of Lauzon Road, abutting Lots 1, 23, and 24 on Registered Plan 1104, identified as Part 3 and Part 4 on Drawing No. CC-1878 (hereinafter referred to as "Part 3" and "Part 4").

The Applicant proposes to close these alleys to facilitate consolidation of the Subject Property into one parcel under single ownership, enabling its redevelopment for a high-profile mixed-use development. Part 5 currently separates the lands municipally known as 0 and 7860 Cecile Street from 0 Lauzon Road and 227-239 Lauzon Road. The Applicant and owners of the Subject Property have consulted with the Planning Department to rezone the consolidated parcel of land to allow the proposed redevelopment.

Part 5 is unmaintained and consists primarily of grass and dirt, with intermittent natural vegetation along its edges. It includes a driveway approach from Cecile Street, an intersection with Part 3, and utility infrastructure, including poles with guy wires and anchors supporting overhead hydro and utility lines. It also provides vehicular access to a driveway and attached garage located at the rear of the single-unit dwelling at 0 and 7860 Cecile Street. The proposed redevelopment includes the removal of all existing buildings and structures on the Subject Property.

Part 3 is similarly unmaintained and consists primarily of a grass and gravel surface with intermittent natural vegetation along its edges.

Part 4 is maintained and includes a concrete driveway approach from Lauzon Road serving the Subject Property and 7875 Riverside Drive East.

The broader alley system also includes a second 4.27-metre-wide north-south alley located north of Cecile Street. This segment connects to the western portion of the east-west alley, not requested for closure. Drawing No. CC-1878 identifies the alley as Part 1 (hereinafter referred to as "Part 1"). It is unmaintained and consists primarily of grass, with intermittent natural vegetation along its edges. It has no curb cut or driveway approach from Cecile Street. The Engineering Department has confirmed that 7777 Riverside Drive East has an access gate at the north end of it that is sufficiently wide to accommodate vehicle entry.

The western portion of the east-west alley, also not requested for closure, is identified as Part 2 on Drawing No. CC-1878 (hereinafter referred to as "Part 2"). It is similarly unmaintained and consists primarily of grass, with intermittent natural vegetation along its edges.

Registered Plan of Subdivision No. 1104, registered on January 24, 1924, established the existing alley system.

Discussion:

The criteria for evaluating applications to close a street or alley are 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 on its suitability for closure, summarized in Table 1 below, and attached hereto as Appendix "D".

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

Classification	Suitability for Closing
Indispensable	Not suitable for closure
Has some usefulness	May be considered for closure only when requested by abutting property owners; the City does not initiate requests.
Dispensable with no current or anticipated purpose	Suitable for closure where possible
Located in Holding zones and other similar undeveloped areas	Not suitable for closure unless required for municipal purposes or supported by specific development proposals acceptable to the City.

The Planning Department investigated the possibility of closing Part 1 and Part 2 and deemed them to be "dispensable". Google Street View and the City of Windsor's aerial photography do not show any evidence of a rear parking area behind the access gate at 7777 Riverside Drive East, or use of Part 1 for vehicular purposes. As stated earlier, Part 1 does not have a curb cut or driveway approach off Cecile Street.

The Planning Department is recommending that Part 1 and Part 2 be closed and conveyed in **as-is condition** to the abutting property owners.

The Planning Department deems Part 4 "indispensable" and does not support the requested closure. Part 4 serves commercial properties (227-239 Lauzon Road and 7875 Riverside Drive East) fronting on heavily travelled streets (Lauzon Road and/or Riverside Drive East), providing vehicular access to a legally established parking area at 7875 Riverside Drive East and an established parking area at 227-239 Lauzon Road.

The Planning Department deems Part 3 "dispensable" and supports the requested closure. The Planning Department is recommending that Part 3 be closed and conveyed in **as-is condition** to the Owner of 227-239 Lauzon Road.

The Planning Department deems Part 5 "indispensable". Part 5 serves as the only vehicular means of access to the driveway and attached garage located at the rear of

the single-unit dwelling at 0 and 7860 Cecile Street. The Municipality issued Building Permit No. 71-40902 on June 21, 1971, authorizing the garage's construction.

Notwithstanding Part 5 being deemed indispensable, the Planning Department is recommending that it be closed and conveyed in **as-is condition** to the Owner of 227-239 Lauzon Road for the following reasons:

- The Planning Department is recommending the closure of Part 3 and Part 5 be conditional on the placement of the Subject Property under single ownership for consolidation to form one parcel.
- The proposed redevelopment includes the removal of all existing buildings and structures on the Subject Property.

Risk Analysis:

The recommended closures 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 Part 1 and Part 2 conveyed to abutting lands zoned RD1.1 and RD1.2 is $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 rate for Part 3 and Part 5 conveyed to abutting lands zoned RD3.2 is $25.00 per square foot ($269.10 per square metre) without easements plus HST, and $12.50 per square foot ($134.55 per square metre) with easements plus HST.

The Applicant will also be responsible for the survey costs associated with Part 3 and Part 5. The Legal Department will contract the survey of Part 3 and Part 5 and issue an invoice to the Applicant to recover all related costs.

The Planning Department estimates the survey for Part 1 and Part 2 at $10,000.00. The Legal Department will contract the survey of Part 1 and Part 2 when funds become available.

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 December 9, 2025, with no objections or comments being received as of the date of writing this report.

Notice of the Development & Heritage Standing Committee meeting and Council meeting is published in the Windsor Star before each of the meetings. In addition, notice of each of the public meetings will be mailed to the abutting/affected property owners before the meetings.

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

Conclusion:

The Planning Department recommends closure of Part 1 and Part 2 shown on the attached Appendix "A", subject to the City Solicitor, upon the availability of funding, engaging an Ontario Land Surveyor to prepare a survey plan for the purpose of describing Part 1 and Part 2 as in Recommendation V of this report.

The closed Parts 1 and 2 are to be conveyed in **as-is condition** to the abutting property owners, as in Recommendation V of the report.

The Planning Department recommends closure of Part 3 and Part 5 shown on the attached Appendix "A", subject to easements in favour of ENWIN Utilities Ltd. and Managed Network System Inc. (MNSi), payment of the associated survey cost by the Owner, and placement of the Subject Property under single ownership for consolidation with Part 3 and Part 5 to form one parcel as in Recommendation VI of this report.

The closed Parts 3 and 5 are to be conveyed in **as-is condition** to the Owner of 227-239 Lauzon Road, as in Recommendation VI of the report.

Municipal Act Matters:

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

I concur with the above comments and opinion of the author.

Laura Diotte, MCIP, RPP
Manager - Planning (Development Applications)

Neil Robertson, MCIP, RPP
City Planner

I have reviewed as a Corporate Team Leader

JP RM

Approvals:

Name	Title
Brian Nagata	Planner III - Development (A)
Laura Diotte	Manager - Planning (Development Applications)
David Soave	Manager, Strategic Operating Budget Development & Control
Denise Wright	Manager of Real Estate Services

Jamelah Hersh	Senior Legal Counsel, Legal & Real Estate
Neil Robertson	City Planner
Jelena Payne	Deputy CAO/Commissioner, Economic Development
Janice Guthrie	Commissioner, Finance & City Treasurer
Ray Mensour	Chief Administrative Officer

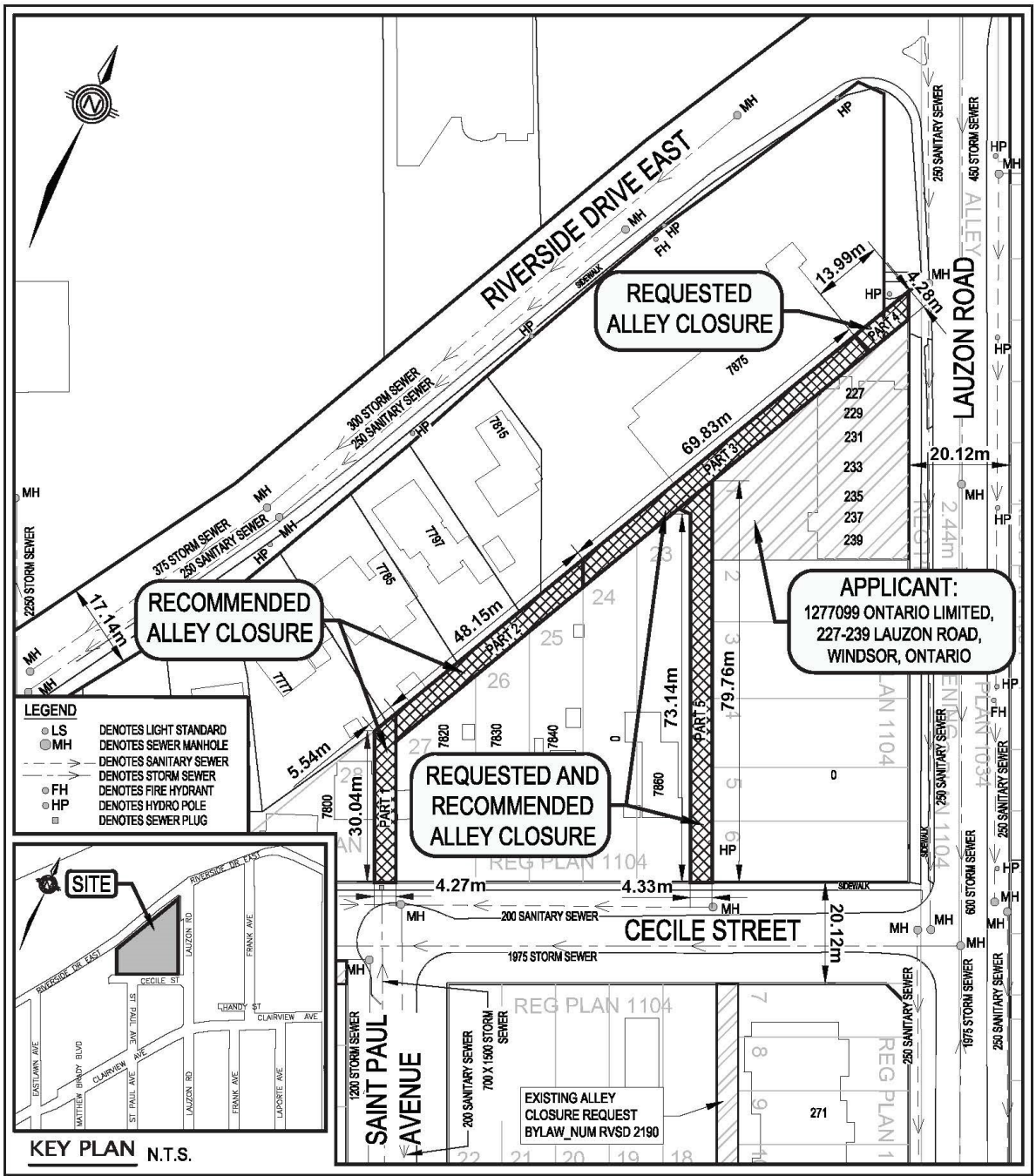
Notifications:

The Planning Department provided the Clerk's Department with mailing labels for the Notice of Development & Heritage Standing Committee on April 15, 2026.

Appendices:

1 Appendix A - Drawing No. CC-1878
2 Appendix B - Consultations
3 Appendix C - Site Photos
4 Appendix D - Classification of Alleys and Suitability for Closure

APPENDIX "A"
Drawing No. CC-1878



THE CORPORATION OF THE CITY OF WINDSOR - ENGINEERING DEPARTMENT

Proposed Closure of North/South and East/West Alley between Riverside Drive East and Cecile Street, West of Lauzon Road

Kirk Tamm, Manager of Geomatics	SCALE: 1:1000	DATE: APR 2026	REVISED:	DWG. NO. CC-1878
	DWN BY: ST	CHKD BY: JM / GA	REVISION NO.:	

APPENDIX "B"
Consultations with Municipal Departments and Utility Companies

BELL CANADA

Bell Canada has no concerns with respect to Application for Consent SAA/7346, regarding 227-239 Lauzon Rd.
If you have any questions, please do not hesitate to contact me.

[Lisa]

COGECO CONNEXION INC.

No comments from me.

[Mike Weingust - Network Delivery Specialist]

ENBRIDGE GAS INC.

No comments provided

ENGINEERING (DEVELOPMENT & ROW)

The alley encapsulates all properties from 227 Lauzon Rd to 7820 Cecile St.

The alley has an area of approximately 1033 m^2 and is composed mostly of grass.

There is a rear access gate at 7777 Riverside Dr E that is large enough for vehicle entry.

There is a gravel driveway approach at the southeast end of the subject closure that provides 7860 Cecile St garage access. Access must be maintained, whether by easement or by 7860 Cecile St purchasing that section of the alley. If the alley is closed, a permit will be required by the property owner to construct a new driveway approach to City Standard AS-221 or AS-222.

There is a concrete driveway approach that provides access to 7875 Riverside Dr E and 227 Lauzon Rd. The abutting property owners will be required to obtain a permit to maintain the approach to City Standard AS-204 for the commercial properties. Otherwise, the driveway approach to the alley will be the responsibility of the city to remove in the future when funds exist.

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

This subject alley has no usefulness by CR146/2005; therefore, Engineering has no objections to the closure.

[Ethan Hernandez - Development Engineering Co-op]

ENGINEERING (OPERATIONS)

For this one, I do not have any maintenance concerns and would support the closure.

[Roberta Harrison - Manager of Maintenance]

ENVIRONMENTAL SERVICES

This alley closure does not affect any waste management; we do not enter these alleys for any of our services.

[Jim Leether - Senior Manager, Environmental Services]

ENWIN UTILITIES LTD. (HYDRO)

No Objection, however, an easement named to EnWin Utilities Ltd. is required for the entire east side of the alley upon closing to accommodate existing overhead 120/240 volt hydro distribution.

[Anwar Nagar - Senior Hydro Engineering]

ENWIN UTILITIES LTD. (WATER)

ENWIN Water has no objections.

[Bruce Ogg - Water Project Review Officer]

LEGAL & REAL ESTATE SERVICES

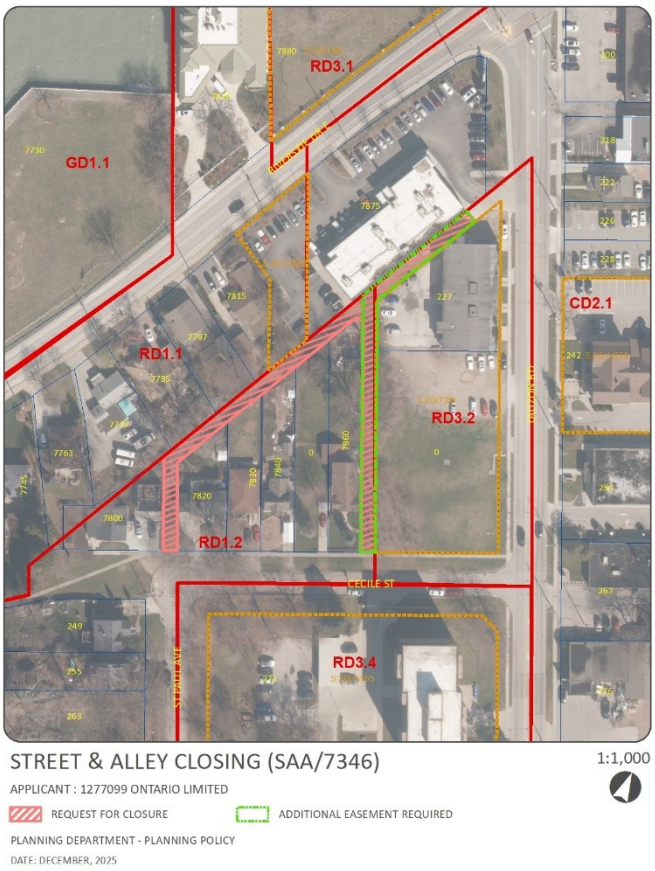
For alleys abutting lands zoned RD1.2, $1.00 plus deed preparation, plus proportionate share of survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor.

For alleys abutting lands zoned RD3.2, $25.00 per sq ft ($269.10 per m2) without easements and $12.50 per sq ft ($134.55 per m2) with easements, plus proportionate share of survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor.

[Denise Wright - Manager of Real Estate Services]

MANAGED NETWORK SYSTEM INC. (MNSi)

MNSi will require Aerial Easements through the 2 alleys indicated with the green outline in the sketch below, please.



[Dave Hartleib - Outside Plant Manager]

PARKS

No comments from Parks Development

[Sherif Barsom- Landscape Architect]

PLANNING (LANDSCAPE)

This application has been reviewed. There are no comments or concerns from a landscape architecture perspective.

[Ryan Upton - Landscape Architect]

ROGERS

No comments provided

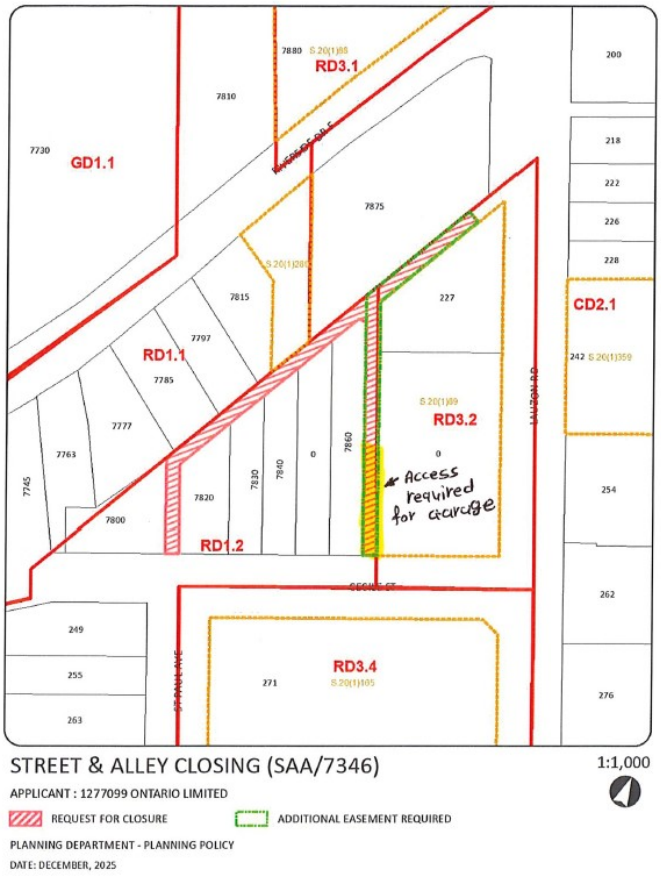
TELECON (TELUS)

TELUS has no underground infrastructure in the area of your proposed work.

[Jonalyn Sy - TELUS Utility Mark-Ups]

TRAFFIC OPERATIONS

I wanted to inform you that the property at 7860 Cecile St will require an easement, as it has a garage located at the back of the lot.



[Ankit Italiya- Traffic Technician]

TRANSPORTATION PLANNING

Transportation has no concern with partially closing the alley, including part of the alley along the rear of the properties and the part of the alley along the west side of 7820 Cecile Street.

7860 Cecile St has a garage accessed from the subject alley; if this can be accommodated, Transportation has no concern about the requested alley closure.

[Elara Mehrilou - Transportation Planner I]

WINDSOR FIRE

No comments provided

WINDSOR POLICE

The Windsor Police Service has no concerns or objections with this alley closure request, as the proposed closure of these alley sections will not restrict our ability to carry out effective emergency incident response or general service delivery to any of the abutting properties.

[Barry Horrobin - Director of Planning & Physical Resources]

APPENDIX "C"
Site Photos (Google Street View - June 2025)

Figure 1 - Looking west towards east/west alley from Lauzon Road (227-239 Lauzon Road on left)

Figure 2 - Looking west towards east/west alley from Lauzon Road (7875 Riverside Drive East on right)

Figure 3 - Looking north towards east north/south alley from Cecile Street (7860 Cecile Street on left)

Figure 4 - Looking west towards east north/south alley from Lauzon Road (227-239 Lauzon Road on right)

Figure 5 - Looking north towards west north/south alley from Cecile Street (7820 Cecile Street on right)

APPENDIX "D"

Criteria for Evaluating Applications to Close a Street or Alley

Classifications:

Currently, streets and alleys fall into four classifications based on 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 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 that 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 developed**, but where the City needs to keep its options open until new area plans are prepared and development is imminent.

Suitability for Closing:

The 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 the request of abutting owners rather than by encouragement of the City.
3. **Alleys that serve no useful purpose** should be closed if at all possible, and in fact, the owners abutting thereon should be encouraged to accept conveyance.
4. **Alleys that are clearly obsolete** should not be closed unless there is a municipal need or specific development proposals acceptable to the City are submitted.

Subject: Economic Revitalization CIP 9455 Anchor Drive Ward 9

Reference:

Date to Council: June 1, 2026
Author: Simona Simion, Planner III (A)
ssimion@citywindsor.ca
519-2556543 x6449
Planning & Building Services
Report Date: 4/22/2026
Clerk's File #: SPL/10759

To: Mayor and Members of City Council

Recommendation:

I. THAT the request made by 2823351 Ontario Ltd Inc. (owner Mike Hamelin) to participate in the Small Business Investment Grant Program **BE APPROVED** for the property located at 9455 Anchor Drive for the lesser of 100% of the municipal tax increment for a period of five (5) years or total the eligible costs pursuant to the City of Windsor Economic Revitalization Community Improvement Plan; and,

II. THAT Administration **BE DIRECTED** to prepare an agreement between 2823351 Ontario Ltd Inc. and the City in accordance with all applicable policies, requirements, and provisions contained within the Economic Revitalization 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 agreement 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,

IV. THAT the approval to participate in the Small Business Investment Grant program **BE RESCINDED** if the applicant has not completed the eligible work and fulfilled the completeness and payment requirements (refer to Appendix D: Grant Completeness and Payment) within five (5) years of the City Council approval date to the satisfaction of City Planner. The City Planner may extend the deadline one (1) year only if requested by the applicant.

Background:

The Economic Revitalization Community Improvement Plan (CIP) was approved on January 31, 2011 (via CR 50/2011). The adopting By-law 30-2011 was passed February 14, 2011.

The Economic Revitalization CIP provides financial incentives to encourage new investment in targeted economic sectors for the purposes of diversifying the local economy and creating/retaining jobs. The CIP allows the City to take a variety of measures to further the objectives of the Economic Revitalization CIP that would otherwise be prohibited by Ontario's *Municipal Act*. This includes the acquisition and preparation of land; construction, repair, rehabilitation or improvement of buildings; the sale, lease or disposal of land and buildings; and the provision of grants to owners or tenants of land. All grants must conform to the objectives and policies contained within the CIP.

Founded in 2001, Trillium Machine and Tool Inc. has reached capacity at its current leased facility and is planning to relocate to a new location. The company decided to acquire the property located at 9445 Anchor Drive (see Appendix A: Location Map). At this location, a new purpose-built facility in Windsor is designed to support expanded production capacity and long-term scalability. The new building will provide almost double the current shop floor space for fabrication, assembly, and integration, enabling multiple large-scale projects to run concurrently without operational interference. Expanding the office and engineering areas from 2,500 to 3,985 sq. ft. will support the growth of design, programming, and project management teams enabling the company to increase its technical workforce in line with demand.

The property is designated 'Industrial' in the City's Official Plan and zoned Manufacturing District (MD 2.4), which permits a range of industrial and business office uses.

Discussion:

Small Business Investment Grant Program

2823351 Ontario Ltd Inc. has applied for financial incentives under the Small Business Investment Grant Program, which is intended to stimulate investment in targeted economic sectors for the purpose of creating jobs and diversifying the local economy. Manufacturing businesses with less than 50 employees fall under the Small Business Investment Grant Program.

Successful applicants are eligible to receive an annual grant for up to 100% of the municipal property tax increase created by an investment in development or redevelopment of a building or property, provided it conforms to the Economic Revitalization CIP. The annual grants may continue for the earlier of five (5) years or 100% of the eligible investment costs are repaid.

Eligible Sector

2823351 Ontario Ltd Inc. is eligible for incentives under the manufacturing sector, which is defined in the CIP as:

"Companies engaged in the fabricating, processing, assembling, packaging, producing or making goods or commodities, including ancillary repair, storage, wholesaling or office uses."

Employment

According to the CIP application, 2823351 Ontario Ltd Inc. currently has 29 full time employees which would be retained. An additional five (5) full time positions will be created for new work related to the expansion.

Proposed Construction

2823351 Ontario Ltd Inc. proposes to construct a 4,400 square foot one storey office and a 14,000 square foot single storey industrial building. The total eligible costs for economic revitalization grant are estimated at $4,378,711.

The construction would require site plan approval prior to building permit issuance.

CIP Objectives

The proposed development and recommended Small Business Investment Grant supports the following CIP objectives:

- Encourage investment that results in the productive use of lands and/or buildings for the purposes of establishing or maintaining a business enterprise, or the expansion of existing businesses to realize more effective use of the land's potential;
- Encourage capital investments that create new and/or maintain existing permanent jobs, as well as short-term construction jobs that contribute to the reduction of the unemployment rate;
- Provide financial incentive programs that are attractive to potential investors and corporate decision-makers, but are balanced with expectations of City taxpayers and the City's ability to fund the financial incentive programs;
- Facilitate the development of the City's vacant employment lands and other areas that have the potential to be new employment areas; and
- Support investment and development that results in an increase in property assessment and grows the non-residential municipal tax base over the long-term.

Risk Analysis:

There is little risk associated with the approval of the CIP application. Staff resources are required for the upfront administration of the grant program and finalization of the legal agreement. Limited staff resources related to on-going monitoring of the employment use, employment targets stated in the application, and issuance of annual grants will also be required over the next five (5) years. Should Council not approve the CIP request there is a significant risk that 2823351 Ontario Ltd Inc. may not proceed with the full planned investment to construct in Windsor.

Climate Change Risks

Climate Change Mitigation:

The proposed redevelopment implements Environmental Master Plan Objective C1: Encourage in-fill within existing built areas.

Climate Change Adaptation:
The proposed redevelopment may be affected by climate change, in particular with respect to extreme precipitation and an increase in days above 30 degrees. While not the subject of this report, any new construction would be required to meet the current provisions of the Building Code, which would be implemented through the building permit process. The site would also be required to incorporate storm water management best practices.

Financial Matters:

The Small Business Investment Grant Program would be based upon the lesser of 100% of the municipal tax increment generated from the improvements made to the property for up to five (5) years, or the eligible costs. Administration has estimated that the proposed development will increase the assessment value of the property by $830,200, from $263,000 to $1,093,200. Based on the post-project assessment of $1,093,200, the total estimated value of the grant is $37,341 annually, for a projected total of $186,705 over five (5) years. The final grant amount, however, will be determined based on the actual post development assessment as determined by the Municipal Property Assessment Corporation (MPAC).

Estimated Tax Increment Grant for 9455 Anchor Dr			
Annual Pre-Development Taxes (Municipal Portion Only)	**Estimated Annual Post-Development Taxes (Municipal Portion Only)**	**Estimated Annual Increase in Taxes (Municipal Portion Only)**	**Estimated Total Tax Increment Grant**
$11,830	$49,171	$37,341	$186,705

Current Property Value Assessment	$263,000
Estimate Post Development Property Assessment	$1,093,200

The applicant has indicated that the estimated eligible project cost is $4,378,711. The *Planning Act* stipulates that the total grants under a CIP cannot exceed the eligible costs. The grant under this tax increment program accounts for approximately 4% of the eligible project costs.

The tax increment portion of the Small Business Investment Grant is not calculated or paid out until all eligible work is completed and the property is reassessed by MPAC. Reassessment of the property must result in an increase in at least $25,000 in assessment value. The grant amount is recalculated annually based on the actual assessed property value, tax class, and municipal tax rate.

Because the Small Business Investment Grant Program does not cancel taxes, the applicant must pay the full amount of property taxes annually and will subsequently receive a grant for the difference between the pre- and post-development municipal taxes. The City will retain the amount of pre-development (base) municipal taxes throughout the lifespan ($11,830 annually or $59,150 for the 5-year period) of the grant program however will be foregoing any incremental property taxes ($37,341 annually or $186,705 for the 5-year period) which could otherwise be used to offset future budget pressures over the next five (5) years.

Consultations:

The development and approval of the Economic Revitalization CIP was subject to extensive stakeholder and public consultation, which sought input from a wide range of stakeholders and internal City departments.

Planning staff have consulted with the applicant prior to accepting the application for the Brownfield Rehabilitation Grant Program. Greg Atkinson, Deputy City Planner Development; Jose Mejalli, Assessment Management Officer, Treasury and Financial Accounting; Carolyn Nelson, Manager of Property Valuation & Administration, Treasury and Financial Accounting; and Aaron Farough, Senior Legal Counsel, Legal Department were consulted in the preparation of this report.

Conclusion:

City Staff recommend that City Council approve the application made by 2823351 Ontario Ltd Inc. at 9445 Anchor Drive to participate in the Small Business Investment Grant Program under Economic Revitalization Community Improvement Plan Grant.

Planning Act Matters:
N/A

Approvals:

Name	Title
Simona Simion	Planner III - Economic Development (A)
James Abbs	Manager, Planning – Land Info & Special Projects (A)
Jason Campigotto	Deputy City Planner – Growth (A)
Emilie Dunnigan	Manager Development Revenue & Financial Administration
Lorie Gregg	Executive Director, Financial Planning/Deputy Treasurer
Aaron Farough	Senior Legal Counsel, Legal & Real Estate
Neil Robertson	City Planner
Jelena Payne	Deputy CAO/Commissioner, Economic Development

Janice Guthrie	Deputy Commissioner, Finance and City Treasurer
Ray Mensour	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

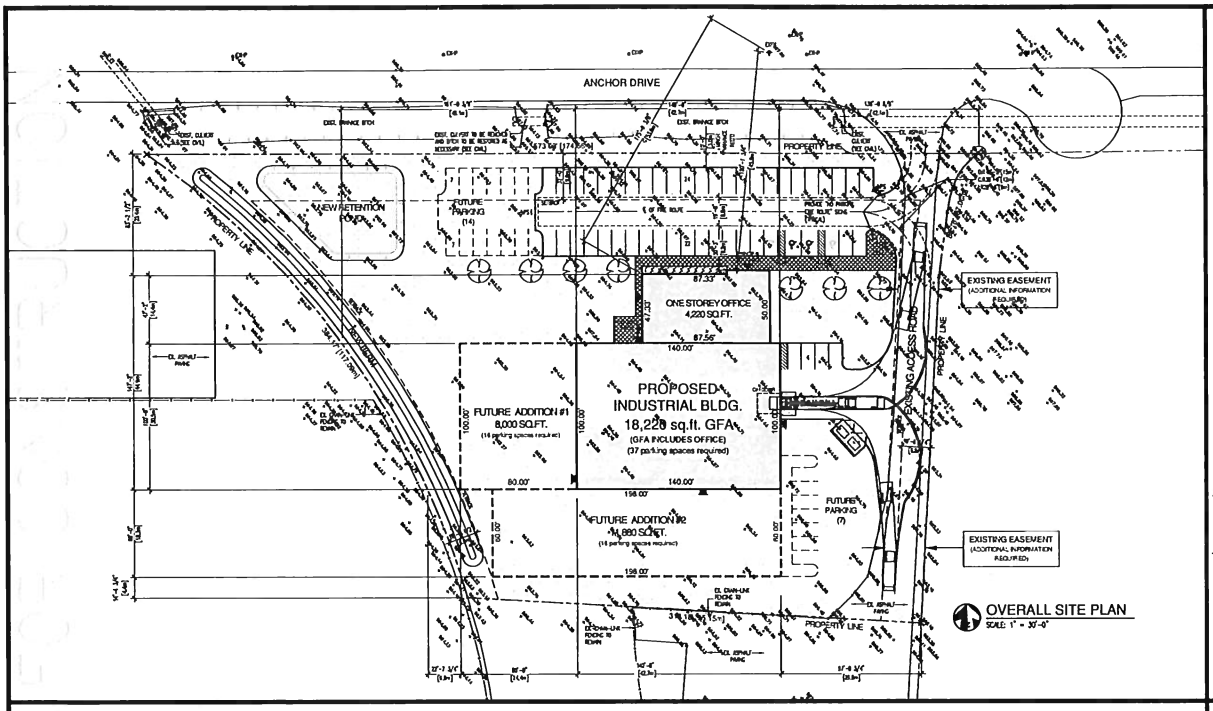
Appendix A Location Map
Appendix B Site Plan
Appendix C Business Plan Trillium
Appendix D Grant Completeness and Payment

LOCATION MAP : 9455 ANCHOR DRIVE

APPLICANT: 2823351 ONTARIO LTD

SUBJECT PROPERTY

0 20 40 80 120
Meters



SITE STATISTICS

LOT ZONING =	MD2.4
LOT AREA =	126,462 SQ.FT. (2.91 ACRES)
ONE STOREY OFFICE AREA :	4,220 SQ.FT.
PLANT AREA :	14,000 SQ.FT.
TOTAL BUILDING AREA =	18,220 SQ.FT.
LOT COVERAGE (50% MAX.) =	18,220 SQ.FT. / 14.41%
PARKING REQUIRED (PHASE 1) =	37 SPACES (INCL. 2 H.C.)
PARKING PROVIDED (PHASE 1) =	50 SPACES (INCL. 2 H.C.)
PARKING REQUIRED (ALL PHASES) =	71 SPACES (INCL. 4 H.C.)
PARKING PROVIDED (ALL PHASES) =	71 SPACES (INCL. 4 H.C.)
BICYCLE SPACES REQUIRED (PHASE 1) =	4 SPACES
BICYCLE SPACES PROVIDED (PHASE 1) =	4 SPACES
LOADING SPACES REQUIRED (PHASE 1) =	1 SPACE
LOADING SPACES PROVIDED (PHASE 1) =	1 SPACE
LANDSCAPING REQUIRED (15% MIN.) =	18,995 SQ.FT.
LANDSCAPING PROVIDED =	78,130 SQ.FT. (61.78%)
PROPOSED NEW CONC. CURBING =	865 SQ.FT.

BUILDING CLASSIFICATION

OBC 3.2.2.85. INDUSTRIAL BUILDING, GROUP F, DIVISION 3, NON-SPRINKLERED
ONE STOREY , FACING 1 STREET

REQUIRED SETBACKS

FRONT (NORTH) SETBACK (FOR LOT DEPTH) = 32.81' (10.0m)
SIDE (EAST) SETBACK = 19.69' (6.0m)
REAR (SOUTH) SETBACK = n/a
SIDE (WEST) SETBACK = 19.69' (6.0m)

WINDSOR PARKING REQUIREMENTS

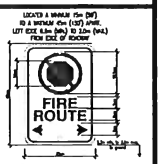
OFFICE = 1 SPACE PER 484.4 SQ.FT. (45m²)
INDUSTRIAL = 1 SPACE PER 484.4 SQ.FT. (45m²) FOR FIRST 29,063 SQ.FT. (2,700m²)
= 1 SPACE PER 1937.5 SQ.FT. (180m²) BEYOND 29,063 SQ.FT. (2,700m²)

NOT FOR CONSTRUCTION

WINDSOR SITE GENERAL NOTES

- 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 THE BE NOTIFIED, AND CLEARANCE BE GIVEN BY THE MINISTRY OF TOURISM, CULTURE AND SPORT
- A BUILDING SHOULD NOT BE LOCATED BENEATH ABOVE GROUND ELECTRICAL CONDUCTORS. WHERE A BUILDING IS TO BE CONSTRUCTED IN PROXIMITY TO ABOVE GROUND ELECTRICAL CONDUCTORS, HORIZONTAL CLEARANCES BETWEEN BUILDINGS AND CONDUCTORS SHALL COMPLY WITH SUBSECTION 3.1.19. OF THE ONTARIO BUILDING CODE.
- ALL EXTERIOR PATHS OF TRAVEL SHALL BE CONSTRUCTED IN ACCORDANCE WITH SECTION 80.23 OF ONTARIO REGULATION 191/11 TO THE ACCESSIBILITY FOR ONTARIANS WITH DISABILITIES ACT AND SECTIONS 3.8.1.3 AND 3.8.1.2 OF THE ONTARIO BUILDING CODE.
- ALL DRIVEWAY APPROACHES SHALL BE CONSTRUCTED IN ACCORDANCE WITH CITY OF WINDSOR STANDARD ENGINEERING DRAWING AS-204; ALL EXISTING SIDEWALK INTERSECTING NEW DRIVEWAY APPROACHES SHALL BE REPLACED TO NEAREST CONTROL JOINT AND INTEGRATED IN ACCORDANCE WITH CITY OF WINDSOR STANDARD ENGINEERING DRAWING AS-403

BARRIER-FREE PARKING SIGN



FIRE ROUTE SIGN (NPS)

ROSATI
DEVELOP • DESIGN • CONSTRUCT
6555 MALDEN ROAD WINDSOR ONTARIO N9H 1T5 PH 519 734 6511

DRAWING TITLE: OVERALL SITE PLAN

PROJECT/CLIENT: NEW INDUSTRIAL BUILDING 9455 ANCHOR DRIVE, WINDSOR, ONT.

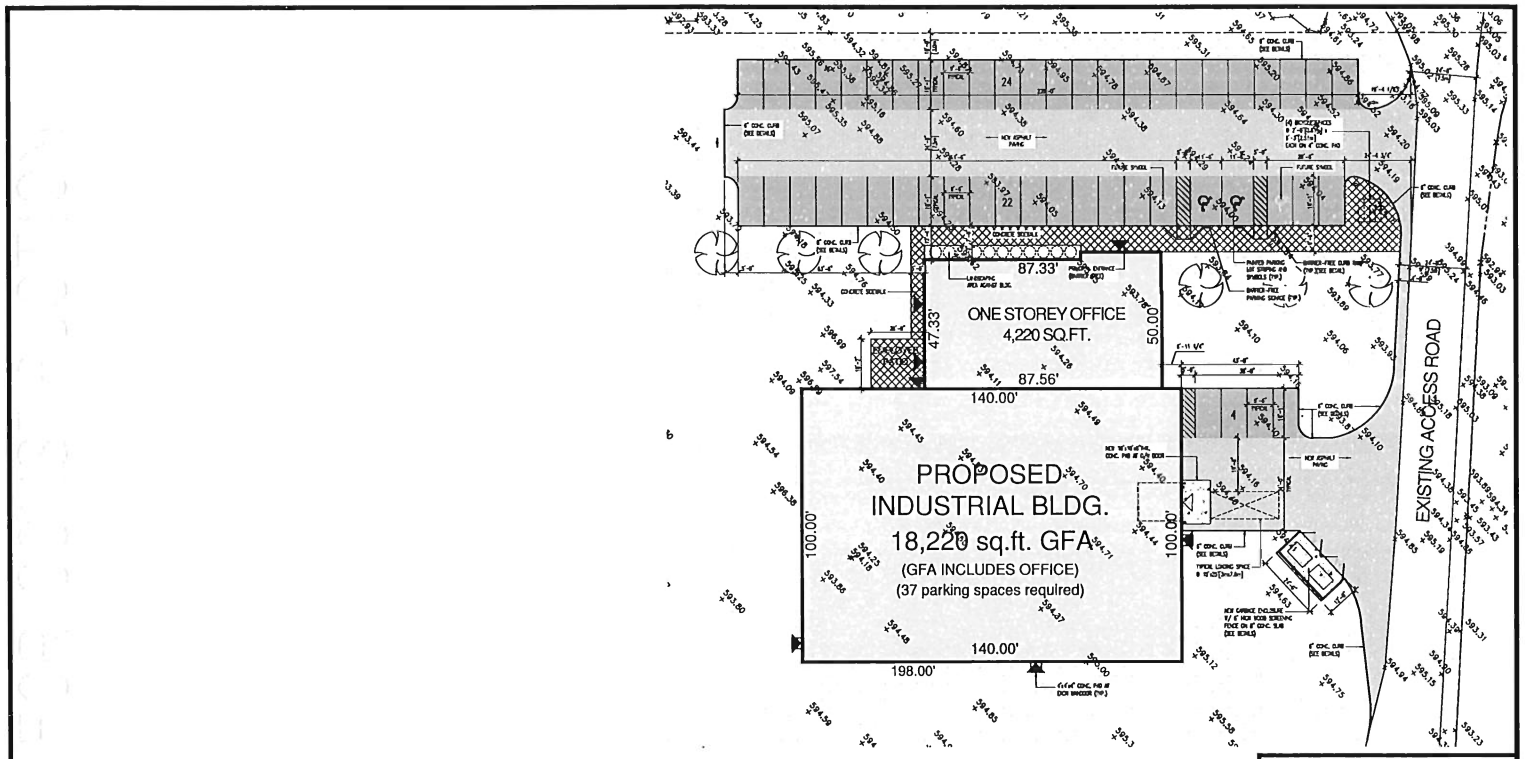
DATE	ISSUED FOR	DATE	ISSUED FOR
01.17.25	PROPOSAL		
10.09.25	SPC (PRELIM.)		

PROJECT No.: 2021040
SCALE: 1" = 30'-0"
DRAWN BY: D
CHECKED BY: D

GENERAL NOTES: ALL DIMENSIONS TO BE CALCULATED AND VERIFIED ON THE JOB SITE. ANY AND ALL DISCREPANCIES ARE TO BE REPORTED TO THE ARCHITECT OR ENGINEER. ALL DRAWINGS REMAIN THE PROPERTY OF ROSATI GROUP INC.
DO NOT SCALE DRAWINGS

STAMP: | STAMP: | NOTES:

DRAWING No.: A1.0



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

NOT

ROSATI
DEVELOP • DESIGN • CONSTRUCT
6555 MALDEN ROAD, WINDSOR, ONTARIO, N9H 1T5 PH: 519 734 6511

DRAWING TITLE: ENLARGED SITE PLAN

PROJECT/CLIENT: NEW INDUSTRIAL BUILDING
5455 ANCHOR DRIVE, WINDSOR, ONT.

DATE	ISSUED FOR:	DATE	ISSUED FOR:
01.17.25	PROPOSAL		
10.08.25	SPC (PRELIM.)		

PROJECT No: 2021040
SCALE: 1/16"=1'-0"
DRAWN BY: D
CHECKED BY: D

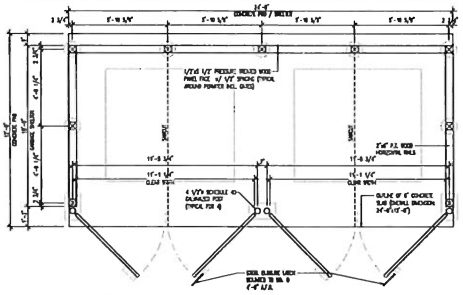
GENERAL NOTES
ALL DIMENSIONS TO BE CALCULATED AND VERIFIED ON THE JOB SITE. ANY AND ALL DISCREPANCIES ARE TO BE REPORTED TO THE ARCHITECT OR ENGINEER. ALL DRAWINGS REMAIN THE PROPERTY OF ROSATI GROUP INC.
DO NOT SCALE DRAWINGS!

STAMP:

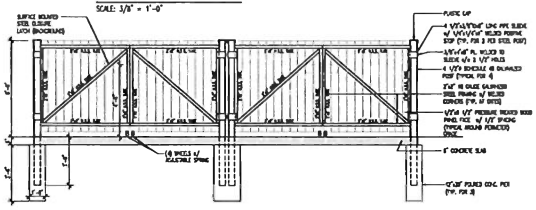
STAMP:

NOTES:

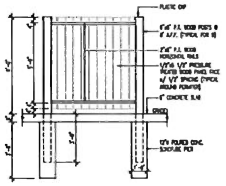
DRAWING No.: A1.1



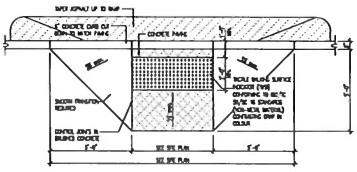
ENCLOSURE PLAN
SCALE: 3/8" = 1'-0"



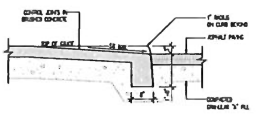
ENCLOSURE FRONT PANEL ELEVATION
SCALE: 3/8" = 1'-0"



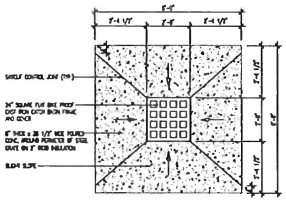
ENCLOSURE TYP. PANEL ELEVATION
SCALE: 3/8" = 1'-0"



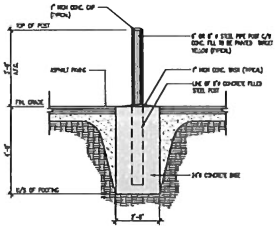
BARRIER-FREE CURB RAMP DETAIL
SCALE: 3/8" = 1'-0"



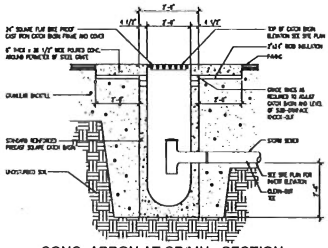
BARRIER-FREE CURB RAMP DETAIL
SCALE: 3/4"=1'-0"



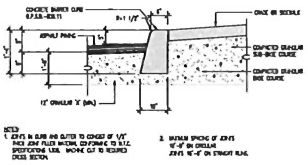
CONC. APRON AT CB/MH - PLAN
SCALE: 1/2" = 1'-0"



TYPICAL BOLLARD DETAIL
SCALE: 1/2" = 1'-0"



CONC. APRON AT CB/MH - SECTION
SCALE: 1/2" = 1'-0"



CONCRETE CURB DETAIL
SCALE: 3/4" = 1'-0"

NOT FOR CONSTRUCTION

ROSATI
DEVELOP • DESIGN • CONSTRUCT
8555 TECUMSEH ROAD, WINDSOR ONTARIO N8R 1L9 H1T5 PH 519 734 6511

DRAWING TITLE: ENLARGED SITE DETAILS

PROJECT/CLIENT: NEW INDUSTRIAL BUILDING 9455 ANDOR DRIVE, WINDSOR, ONT.

DATE	ISSUED FOR:	DATE	ISSUED FOR:
01.12.25	PROPOSAL		
10.08.25	SPC (PRELIM.)		

PROJECT No: 2021010
SCALE: AS SHOWN
DRAWN BY: D
CHECKED BY: D

GENERAL NOTES
ALL DIMENSIONS TO BE CALCULATED AND VERIFIED ON THE JOB SITE. ANY AND ALL DISCREPANCIES ARE TO BE REPORTED TO THE ARCHITECT OR ENGINEER. ALL DRAWINGS REMAIN THE PROPERTY OF ROSATI GROUP INC.
DO NOT SCALE DRAWINGS
O. REGISTERED ARCHITECT

STAMP:

STAMP:

NOTES:

DRAWING No.: A1.2

4080-6 North Service Rd East
Windsor Ontario N8W 5X2
Phone 519.945.2211

Business Overview

Founded in 2001, Trillium Machine and Tool Inc. is an automation and specialty machine design and manufacturing firm headquartered in Windsor Ontario. Over more than two decades, we have established ourselves as a trusted provider of custom automated solutions, precision machinery, and turnkey systems across North America. Operating at the intersection of manufacturing innovation and engineering excellence, we serve a broad range of industry sectors including automotive, food processing, consumer products, and industrial automation and we built our reputation on the ability to deliver complex, high-performance systems tailored to each client's operational requirements.

From our Windsor facility, we provide complete custom machine design and build services that cover the entire project lifecycle, from initial concept development and engineering design through fabrication, mechanical and electrical assembly, control systems integration, programming, installation, and final commissioning. By maintaining in-house mechanical, electrical, and programming expertise, we ensure seamless cross-disciplinary coordination, resulting in efficient project execution, enhanced system reliability, and optimized performance.

The Project

Over the years, we have experienced sustained growth driven by increasing industry demand for automation solutions and custom engineered machinery. However, our current facility has reached its practical capacity limits. Both the office environment and the shop floor are frequently operating at or beyond optimal utilization. Engineering staff are working within constrained office areas that limit team expansion, while production teams must carefully schedule fabrication and assembly activities due to limited floor space. Equipment staging, material storage, machine assembly, and system testing often compete for the same physical areas, creating workflow congestion and reducing operational efficiency.

The existing building's square footage is now directly restricting our ability to scale operations and pursue larger opportunities. With only 7,500 sq ft. in shop space, we regularly encounter situations where available shop floor capacity limits the number of projects that can be executed simultaneously. As customers increasingly request larger, more integrated automation systems, our current facility limits our ability to competitively bid on and execute broader-scope programs that require significant assembly space, extended testing areas, and parallel build capacity. The physical constraints of the current building are effectively holding us back from securing additional work and expanding into higher-value, more complex projects.

To remove these barriers, we plan to construct a new, purpose-built facility in Windsor designed to support expanded production capacity and long-term scalability. The new building will provide almost double the current shop floor space for fabrication, assembly, and integration, enabling multiple large-scale projects to run concurrently without operational interference. Expanding the office and engineering areas from 2,500 to 3,985 sq ft. will support the growth of design, programming, and project management teams enabling the company to increase its technical workforce in line with demand.

Jobs and Growth

The proposed expansion will directly support employment growth within the company and the broader regional economy. Increased facility capacity will allow us not only to retain all 29 current employees but also to hire additional engineers, skilled programmers, project managers, and support staff to meet rising demand; we anticipate creating at least 6 new jobs over the next 3 years. By enabling us to secure larger contracts and execute higher-value projects, the new facility will generate sustainable revenue growth and long-term job stability.

Concluding Statement

Investing in a new facility is a strategic necessity for us. Our current building has become a limiting factor in our continued growth, restricting our ability to take on larger customers and more comprehensive automation programs. By expanding our physical footprint, we will remove these operational constraints, unlock new market opportunities, and strengthen our competitive position within the advanced manufacturing sector. The project will not only support our long-term scalability but will also contribute meaningfully to economic growth and industrial innovation within the Windsor region and beyond.

Appendix D – Grant Completeness and Payment

This appendix includes a comprehensive checklist for grant completeness and payment requirements. Submit checklist, expense report and requested documentation to cip@citywindsor.ca for review before the grant approval expiration (refer to council resolution for date). All required documentation to be included in an email with the following title "CIP-Grant Completeness and Payment Request - Address – Applicant Name".

City Staff will review the submission to ensure that eligible costs are not exceeded and documentation compliant.

Grant Completeness Checklist

All grant payments are issued following the completion of eligible work and the submission of required information (e.g. invoices and proof of payment in full).

☐The applicant to contact Building Department building@citywindsor.ca to ensure that final inspection is passed and no open orders exist.

☐Contact Right-of-way Division to ensure that all permits are closed engineeringdept@citywindsor.ca

Grant Payment Checklist

Tax-increment based grants require:

☐Grant agreements to be drafted, signed by the CAO/City Clerk and applicant, and registered on the property title; Contact cip@citywindsor.ca for a draft agreement.

☐Statutory declaration of corporate standing and a legal opinion must be submitted by the applicant; Contact cip@citywindsor.ca for sample format.

☐The applicant to provide Municipal Property Tax Assessment Corporation (MPAC) post construction property value assessment.

☐The applicant must pay increased municipal tax levy for one full year.

☐The applicant must demonstrate all eligibility requirements have been met/maintained before the first grant payment can be issued (e.g. number of jobs retained/added - provide T4s).

Grants that are issued on an annual basis require verification that eligibility has been maintained.

Finance Department issues grant payment electronically.

☐A vendor account must be established before electronic payment can be made. Vendor form may be requested at cip@citywindsor.ca

☐The applicant to submit an excel spreadsheet summarizing eligible work invoices as shown below. The applicant to submit proof of payment (bank statement snapshot, copy cheques).

Excel Spreadsheet sample available upon request at cip@citywindsor.ca

Application Date								
Project Address								
Invoice Date	Company Name & Address	Invoice #	Proof of Payment (Cheque # or Description)	Work Covered by Invoice (Description)	# of Employees	Cost	HST	Eligibility
				Total	0.00	$0.00	$0.00	

Subject: Memorandum of Understanding Between the Electrical Safety Authority and the City of Windsor - City Wide

Reference:

Date to Council: June 1, 2026
Author: Tea De Angelis
Supervisor, Research & Policy
519-255-6267 ext. 6592
tdeangelis@citywindsor.ca
Planning & Building Services
Report Date: 4/29/2026
Clerk's File #: SB2026

To: Mayor and Members of City Council

Recommendation:

THAT Council **AUTHORIZE** the City to enter into a Memorandum of Understanding with the Electrical Safety Authority satisfactory in form to the City Solicitor as to legal content, and satisfactory in form to the Chief Building Official as to technical content; and,

THAT Council **AUTHORIZE** the City Clerk and Chief Administrative Officer to sign the Memorandum of Understanding on behalf of the City.

Executive Summary:

N/A

Background:

The Electrical Safety Authority (ESA) is a delegated administrative authority operating on behalf of the Province of Ontario under the Electricity Act, 1998 and the Safety and Consumer Statutes Administration Act, 1996. ESA is responsible for electrical safety oversight across the province, including enforcement of the Ontario Electrical Safety Code, inspections, and compliance activities related to electrical installations.

Historically, the City of Windsor provided ESA with monthly building permit data, including property roll numbers, permit numbers, permit types and descriptions, permit issuance dates, and associated work types. This information sharing supported ESA's ability to monitor electrical work related to permitted construction activity. However, following the City's transition from the AMANDA permitting system to Cloudpermit in 2021, the regular exchange of information was discontinued following internal process changes associated with the system migration.

To re-establish and formalize this process, ESA has developed a draft Memorandum of Understanding (MOU) that outlines a structured and secure framework for ongoing data sharing between the two parties.

Discussion:

The City of Windsor's Building Department and ESA share a mutual interest in protecting public safety, enhancing compliance with building and electrical codes, and supporting coordinated regulatory actions. While both parties regulate different aspects of construction activity, the absence of a formalized data-sharing mechanism has limited opportunities for proactive compliance monitoring and coordinated enforcement.
The proposed MOU establishes a formal framework to enable the secure, two-way exchange of relevant information between the City and ESA. Specifically:

- The City of Windsor will provide ESA with monthly building permit data in a standardized format to support ESA's compliance and enforcement activities related to electrical work.
- ESA will provide the City of Windsor with semi-annual electrical notification data to assist in monitoring electrical installations and supporting compliance with the Ontario Building Code.

Information shared under the MOU will include, at a high level, permit statuses, permit issuance dates, descriptions of work being performed, municipal addresses, property types, construction values, property roll numbers, permit numbers, and work types.

The draft MOU limits the use of shared information strictly to regulatory, compliance, and public safety purposes. The data will not be used for commercial purposes or any activities outside the legislative authority of either organization.

The City of Windsor currently shares similar permit and inspection-related information with other regulatory bodies where appropriate to support compliance and public safety. The proposed MOU aligns with these established practices and does not introduce new categories of data beyond what is typically shared for regulatory purposes.

All information exchanges will occur through a secure Microsoft SharePoint portal, with access restricted to authorized personnel. Both parties will manage and protect shared information in accordance with applicable legislation and policies, including the *Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)* for the City of Windsor, and ESA's Access and Privacy Code, the *Electricity Act, 1998*, and the *Regulatory Modernization Act, 2007*.

The information to be shared does not include personal information beyond what is necessary for regulatory purposes. Any such information will be handled in full compliance with applicable privacy legislation. Each party retains ownership and control of its respective data. The MOU does not grant either party rights to use the data beyond the agreed-upon purposes.

The MOU also establishes clear protocols governing the management of shared information, including:

- **Security and confidentiality:** Data will be exchanged through secure systems with restricted access.
- **Data disposal:** Information will be securely disposed of upon request or termination of the agreement.
- **Ongoing collaboration:** Regular communication processes are established to support continuous improvement.
- **Flexibility and review:** The MOU may be amended by mutual agreement to reflect evolving operational or regulatory needs.
- **Termination:** Either party may terminate the agreement in accordance with defined provisions, with appropriate handling of shared data.

By formalizing this data exchange, the City and ESA will be better positioned to identify non-compliant or unsafe electrical work earlier, improve inspection coordination, and enhance overall public safety outcomes within the community.

Risk Analysis:

While the risks associated with this MOU are considered low, potential risks include unauthorized access to shared data, misuse of information, and privacy considerations.

These risks are mitigated through several measures, including the use of secure data transfer systems (Microsoft SharePoint), restricted access to authorized personnel, clearly defined limitations on data use, and compliance with applicable legislation such as MFIPPA. The draft MOU also includes provisions related to confidentiality, data ownership, liability limitations, and secure data disposal.

The draft MOU has been developed to ensure that both parties operate within their respective legislative mandates, thereby minimizing legal, operational, and reputational risks to the City.

Climate Change Risks

N/A

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

There are no direct costs or budget implications associated with this MOU. Each party is responsible for its own costs in fulfilling its obligations.

The draft MOU includes provisions that limit liability and clarify that neither party is responsible for damages arising from the exchange of information, thereby minimizing financial risk to the City.

Consultations:

John Revell – Chief Building Official
Sharon Strosberg – Senior Legal Counsel

Conclusion:

The proposed MOU with the Electrical Safety Authority establishes a formal, secure, and legally compliant framework for information sharing that will enhance coordination, improve regulatory oversight, and strengthen public safety.

The agreement restores a previously established data-sharing practice, introduces clear governance and privacy protections, and aligns with best practices in inter-agency collaboration. With minimal risk and no financial impact, the MOU represents a practical and beneficial initiative that supports the City's responsibilities under the Ontario Building Code and contributes to safer communities.

Planning Act Matters:

N/A

Approvals:

Name	Title
Tea De Angelis	Supervisor, Research & Policy
John Revell	Chief Building Official
Wira Vendrasco	City Solicitor
Jelena Payne	Deputy CAO & Commissioner, Economic Development
Ray Mensour	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

Appendix A: Proposed MOU Between ESA and the City of Windsor

MEMORANDUM OF UNDERSTANDING (MOU)
FOR INFORMATION/DATA SHARING

BETWEEN

CITY OF WINDSOR

AND

ELECTRICAL SAFETY AUTHORITY (ESA)

Date: October 27, 2025

WHEREAS City of Windsor is a municipality incorporated under the laws of the Province of Ontario and governed by the *Municipal Act, 2001*, and is recognized as a responsible and accountable order of government with respect to matters within its jurisdiction;

WHEREAS the Electrical Safety Authority (ESA) is a delegated authority on behalf of the government of Ontario in accordance with Part VIII, section 113 of the *Electricity Act, 1998*¸S.O. 1998, c.15, Sched. A (the "Act") and the *Safety and Consumer Statutes Administration Act, 1996*, S.O. 1996, c. 19. As part of its mandate, ESA is granted the authority to inspect and enforce the Ontario Electrical Safety Code (OESC) including prosecution of offences under the *Provincial Offences Act*, R.S.O. 1990, C. P.33, as it pertains to electrical safety in Ontario.

In a spirit of co-operation, the City of Windsor and ESA (each a Party) agree, subject to legislative restrictions and requirements, to share data. The exchange of building permit and electrical notification information will help support each Party's respective efforts to promote compliance with electrical safety and building code standards and enhance public safety.

1. Purpose

The purposes of this MOU are:

1.1. To set out the terms and conditions under which information may be exchanged between the City of Windsor and ESA;

1.2. To ensure that the information provided to ESA is consistent with the terms and provisions outlined under the *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA) and other applicable legislation.

1.3. To ensure that the information provided by ESA to the City of Windsor is consistent with the terms and provisions outlined under ESA's Access and Privacy Code, Customer Privacy Policy, the *Electricity Act, 1998, the Regulatory Modernization Act, 2007* and other applicable legislation;

1.4. To ensure that both Parties manage data from the other Party in compliance with applicable legislation and policies.

1.5. To ensure that the information provided hereunder are used by the parties strictly in accordance with the purposes set out in the Appendices.

2. Information Exchange

2.1. The Parties agree to exchange data as set forth in each appendix, that may be executed by the parties, which are specifically incorporated by refence and subject to the terms hereof.

3. Security

3.1. ESA and the City of Windsor shall implement and maintain reasonable measures to ensure the security of the information disclosed by each to the other by selecting and maintaining appropriate products, tools and procedures.

DRAFT

3.2. ESA and the City of Windsor shall from time to time, on their own initiatives carry out suitable reviews or tests for assessing the adequacy and effectiveness of its security measures. This may occur on a recurring or mutually agreed-upon basis, such as annually, at which time each Party will confirm the security measures in place.

4. Disposal

4.1. ESA and the City of Windsor shall dispose of information exchanged under this MOU in accordance with the terms of this MOU.

4.2. In disposing of information exchanged under this MOU, ESA and the City of Windsor shall ensure that disposal is in such a manner that it cannot be reconstructed or retrieved.

4.3. Disposal shall occur upon the termination of this MOU or upon written request of one of the Parties. Disposal must occur as soon as commercially reasonable. The Parties shall be entitled to retain copies of the other Party's information in its working papers or internal documents; in accordance with its standard back-up procedures and retention policies and procedures; and, to comply with applicable law and professional standards.

5. Undertakings

ESA and the City of Windsor jointly undertake:

5.1. To use exchanged information only for the purposes stated in this MOU;

5.2. To further disclose information exchanged by ESA and the City of Windsor only in accordance with this MOU, or if required by law;

5.3. Not to disclose, without written consent, this information to persons other than employees or authorized individuals who require the information in the performance of their duties or third parties who are subject to an investigation or other compliance actions as a result of the information provided;

5.4. To instruct those employees or authorized individuals who are to receive access to information exchanged under this MOU of their obligation to ensure the confidentiality of information;

5.5. To ensure that only authorized persons have access to the exchanged information by implementing security measures described in Section 3 of this MOU;

5.6. To provide each other with notice of any change in legislation or policies relating to its activities that is likely to affect this MOU within a reasonable timeframe;

5.7. To maintain, respect and protect fully the confidentiality of the information received under this MOU neither ESA nor the City of Windsor shall further disclose the information collected from the other Party except with the prior written consent of the other Party, or if required by law or a Court Order;

5.8. Neither ESA nor the City of Windsor shall use the information exchanged under this MOU unless it is for a purpose that is specifically authorized by this MOU, by the

DRAFT

Freedom of Information and Protection of Privacy Act (FIPPA), MFIPPA, the *Electricity Act, 1998, the Regulatory Modernization Act, 2007,* the Administrative Agreement between ESA and the Ministry of Public and Business Service Delivery and Procurement, ESA's Access and Privacy Code and Customer Privacy Policy, or another applicable law or policy; and,

5.9. To consult with each other on a regular basis to support ongoing collaboration and to provide reports or updates on the usage and application, including applicable results, with respect to the information exchanged under this MOU;

6. Financial Arrangements, Liability and Responsibility

6.1. Each Party shall bear the burden of any costs it may incur in carrying out its obligations under this MOU.

6.2. No Party is liable to the other Party for damages resulting from the provision of information pursuant to this MOU.

6.3. The Parties make no guarantee, warranty, representation or condition on timeliness, accuracy, completeness, usefulness for the other Party's purpose. The Parties expressly disclaim all warranties, representations or conditions, express or implied, including warranties of merchantability and fitness for use, or those arising by law or by usage of trade or course of dealing and all risks as to the use of the information is assumed by the receiving Party.

7. Notification and Consequences of Breach of Undertakings or MOU

7.1. ESA and the City of Windsor shall promptly notify the other upon becoming aware that there has been a breach of this MOU.

7.2. ESA and the City of Windsor, as the case may be, shall provide the other with a written report setting out all the circumstances relating to the breach referred to in subsection 7.1.

7.3. After providing the other with notice of the breach, the Party giving notice shall promptly advise the other of the remedial measures it will or has taken to ensure that a similar breach does not occur in the future. If the notified Party is not satisfied that these remedial measures are adequate, it shall provide the other with notice of the additional measures it requires to be taken, and shall provide a reasonable period within which to take such measures,

7.4. If the notified Party is not satisfied that adequate measures have been taken within the time allowed, then it may suspend the other's access to some or all of the information to be disclosed under this MOU until it is satisfied with the measures taken.

8. Commencement and Expiry Date

8.1. This MOU shall commence on the date that it is executed and signed.

DRAFT

8.2. This MOU remains in effect until it is replaced by another MOU or until it is terminated under Section 11. The date on which the MOU is replaced or terminated is the Expiry Date.

9. Amendment of MOU and Appendices

9.1. This MOU may be amended upon the mutual written consent of both Parties.

9.2. If ESA or the City of Windsor wishes to amend this MOU, it shall provide the other with at least fifteen (15) business days' notice of any proposed amendments. The notice shall indicate the reasons why the amendment is being proposed.

9.3. ESA and the City of Windsor will use their best efforts to agree on any amendment proposed under subsection 9.2 within the fifteen (15) business day notice period. If an agreement is reached, the amendment shall be effective on the day it is signed

10. Notice

10.1. Notices shall be in writing and shall be delivered by electronic mail to the representatives, as set out in subsection 10.3.

10.2. Notice shall be deemed to have been given upon receipt

10.3. Any notices to be delivered under this MOU shall be directed in accordance with the information set out below:

City of Windsor
ADDRESS
Attn:
Email:

Electrical Safety Authority
155A Matheson Blvd. West, Suite 200
Mississauga, ON L5R 3L5
Attn: Manager, Data Analytics
Email: municipal.data@electricalsafety.on.ca

11. Termination

11.1. The Parties may agree to cease the exchange of information under this MOU if it is determined that the information has been used or disclosed contrary to this MOU.

11.2. Notwithstanding anything in this section, either Party may immediately terminate this MOU without cause upon giving the other Party 30 days written notice of termination.

11.3. In the event of the termination of this MOU, the information exchanged between the Parties shall be disposed of according to Section 4 and each Party shall notify the other acknowledging that the disposal of the information has been effected in accordance with that Section.

12. Survival

DRAFT

12.1. The obligations under Sections 2 (Information Generally), 3 (Security), 4 (Disposal), 5 (Undertakings), 6 (Financial Arrangements, Liability and Responsibility), 7 (Notifications and Consequences of Breach of Undertakings or MOU), and 10 (Notice) shall survive the termination of this MOU.

13. Law

13.1. This MOU shall be construed in accordance with the laws of Ontario.

14. Entire Agreement

14.1. This MOU and any Appendices attached hereto, as it may be amended from time to time constitutes the entire agreement of the Parties with regard to the matters dealt within it, and no understandings or agreements, oral or otherwise, concerning such matters exist between the Parties except as expressly set out in this MOU.

15. Severability

15.1. In the event that any provision of this MOU is determined invalid, unlawful or unenforceable to any extent, that provision shall be severed from the MOU, and the remaining provisions shall continue to apply to the fullest extent permitted by law.

15.2. Failure by either party to enforce a provision or to exercise any rights hereunder shall not be construed as waiver of any rights or provisions hereunder, nor shall it prevent a Party from enforcing a right or provision at a later date.

SIGNATURE PAGE TO FOLLOW

DRAFT

SIGNATURE PAGE

ELECTRICAL SAFETY AUTHORITY		**CITY OF WINDSOR**	
Signature	_____	**Signature**	_____
Name, Title	_____	**Name, Title**	_____
Date	_____	**Date**	_____

REST OF PAGE LEFT INTENTIONALLY BLANK

DRAFT

APPENDIX 1

This Appendix will serve as Appendix 1 to the Memorandum of Understanding (the "MOU") dated [Month, DD, YYYY], and is entered into on [Month, DD, YYYY] by and between:

ELECTRICAL SAFETY AUTHORITY (ESA)

- AND -

CITY OF WINDSOR

Information Specifics

Information to be provided by City of Windsor to ESA on a monthly basis. Information will be provided by the City of Windsor in an Excel spreadsheet using the Comma Separated Values (CSV) file format per the template included in Appendix 1.1.

The report will be titled using the following titling convention for consistency purposes: Name of Municipality YYYY-MM Building Permit Data (i.e., Windsor 2025-07 Building Permit Data.CSV).

The building permit information, if available, shall be provided for each permit, each in its own column, as follows:

- The Reporting Municipality
- The Reporting Date
- Roll Number
- Property Number
- Property Unit Number
- Property Street Nam
- Property City
- Province
- Zone Type
- Permit Number
- Issuance Date
- Gross Square Footage (SQFT)
- Gross Area (M^2)
- Units Created
- Permit Value
- Work Description
- Folder Description
- Permit Comments
- Permit Status (i.e., issued, awaiting inspection, closed, etc.).

If any of the aforementioned information is not available (i.e., postal codes), the City of Windsor will leave the relevant column blank and in the same position as in the template.

The City of Windsor will not manipulate, change or adjust the format of the data template.

Purpose for Sharing the Information

Purposes for which the above information will be used by the Receiving Party:

1. To support ESA's safety and compliance efforts through its obligations and authority provided under the *Electricity Act*, *1998*. More specifically, to support and guide compliance and enforcement efforts where knowledge regarding building permit information would be of value.
2. To develop electrical notification reports for the City of Windsor to identify the types of electrical work ESA has identified at the locations provided in the building permits reports provided.

Method of Sharing

The City of Windsor agrees to provide ESA with building permit reports through a secure Microsoft SharePoint portal established by ESA. Authorized staff from the City of Windsor will upload the Excel Spreadsheet template referenced in Appendix 1.1 to a dedicated subfolder in the portal at the agreed upon frequency. The City of Windsor will ensure timely and consistent data sharing in alignment with the requirements as outlined in the Information Specifics section above. The City of Windsor will share its reports via the portal by uploading its monthly building permit reports in a specific dedicated subfolder. Access to the portal will be restricted to designated personnel from the City of Windsor, with appropriate permissions in place to maintain data integrity and security.

DRAFT

Contact Information for this Appendix

Designated ESA Representative

Name: Manager Data Analytics

Email: municipal.data@electricalsafety.on.ca

Designated City of Windsor Representative

Name: _____

Email: _____

SIGNATURE PAGE TO FOLLOW

SIGNATURE PAGE

ELECTRICAL SAFETY AUTHORITY		**CITY OF WINDSOR**	
Signature	_____	**Signature**	_____
Name, Title	_____	**Name, Title**	_____
Date	_____	**Date**	_____

REST OF PAGE LEFT INTENTIONALLY BLANK

DRAFT

Appendix 1.1

Information Specifics

Information will be provided by the City of Windsor to ESA in compliance with the CSV Excel Spreadsheet template below:

Building Permit Data Template - Municipali

APPENDIX 2

This Appendix will serve as Appendix 2 to the Memorandum of Understanding (the "MOU") dated [Month, DD, YYYY], and is entered into on [Month, DD, YYYY] by and between:

ELECTRICAL SAFETY AUTHORITY (ESA)

\- AND -

CITY OF WINDSOR

Information Specifics

Information to be provided by ESA to Windsor on a semi-annually basis.

- Electrical notification information for locations within the jurisdiction of the City of Windsor for all types of electrical work.

Purpose for Sharing the Information

Purposes for which the above information will be used by the Receiving Party:

To provide the City of Windsor with information relating to electrical installations in its jurisdiction. This information may be used to support building code compliance and inform first response efforts in emergency situations, and any other initiative or efforts that the City of Windsor undertakes where this information serves to maintain and protect the safety of people and property.

DRAFT

Method of Sharing

ESA agrees to provide the City of Windsor with electrical notification reports through a secure Microsoft SharePoint portal established by ESA. Authorized staff from ESA will upload an Excel Spreadsheet containing the relevant electrical notification data to a dedicated subfolder in the portal at the agreed-upon frequency. ESA will ensure timely and consistent data sharing in alignment with the requirements as outlined in the Information Specifics section above. ESA will share its reports via the portal by uploading its semi-annual electrical notification reports in a specific dedicated subfolder. Access to the portal will be restricted to designated personnel from ESA, with appropriate permissions in place to maintain data integrity and security.

Contact Information for this Appendix

Designated ESA Representative

Name: Manager Data Analytics
Email: municipal.data@electricalsafety.on.ca

Designated City of Windsor Representative

Name: _____
Email: _____

SIGNATURE PAGE TO FOLLOW

SIGNATURE PAGE

ELECTRICAL SAFETY AUTHORITY		**CITY OF WINDSOR**	
Signature	_____	**Signature**	_____
Name, Title	_____	**Name, Title**	_____
Date	_____	**Date**	_____

REST OF PAGE LEFT INTENTIONAL

Subject: Part Closure of North/South Alley Located Between Highland Avenue and Howard Avenue, South of Shepherd Street East, SAA-7270 - Ward 3

Reference:

Date to Council: June 1, 2026
Author: Denise Wright, Manager Real Estate Services
(519) 255-6100 x 6403
dwright@citywindsor.ca
Legal Services, Real Estate & Risk Management
Report Date: 5/15/2026
Clerk's File #: SAA2026

To: Mayor and Members of City Council

Recommendation:

I. THAT a 27.43 metre length of the 3.66 metre-wide north/south alley, located east of Highland Avenue, south of Shepherd Street East and west of Howard Avenue, and shown on Drawing No. CC-1868 (attached hereto as Appendix "A"), and hereinafter referred to as the "Subject Alley", **BE ASSUMED** for subsequent closure;

II. THAT the Subject Alley **BE CLOSED AND CONVEYED** in as is condition in two equal halves along the centre to the abutting property owners as necessary, in a manner deemed appropriate by the City Solicitor, 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. Cogeco Connexion Inc. to accommodate existing aerial infrastructure;
ii. ENWIN Utilities Ltd. to accommodate existing 120/240V secondary distributions pole and lines;
iii. Managed Network System Inc. (MNSi.) to accommodate existing aerial infrastructure.

b. Ontario Land Surveyor be directed to use existing encroachments for determining the boundaries of the lands to be conveyed to each abutting property owner.

III. 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 MD1.2, $12.00 per square foot without easements plus HST, deed preparation fees and a proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor, and $6.00 per square foot with easements plus HST, deed preparation fees and a proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor.

IV. THAT the City Solicitor **BE REQUESTED** to supply the appropriate legal description, in accordance with Drawing No. CC-1868.

V. THAT the City Solicitor **BE REQUESTED** to prepare the necessary by-law(s).

VI. THAT the Chief Administrative Officer and City Clerk **EXECUTE** all necessary documents approved as to form and content satisfactory to the City Solicitor.

VII. THAT the matter **BE COMPLETED** electronically pursuant to By-law Number 366-2003

Executive Summary:

N/A

STREET & ALLEY CLOSING (SAA/7270)

1:750

APPLICANT : 2832765 ONTARIO INC., c/o GIOVANNI (JOHN) MICELLI

REQUEST FOR CLOSURE

PLANNING DEPARTMENT - PLANNING POLICY

DATE: JANUARY, 2025

Background:

The applicant, 2832765 Ontario Inc., owner of the properties known municipally as 1527-1529 Howard, 1531-1533 Howard and 1535 Howard (the "**Subject Properties**"), applied to close a 27.3 metre length of the north/south alley, located east of Highland Avenue, south of Shepherd Street East and west of Howard Avenue, (the "**Subject Alley**"), and shown on Drawing No. CC-1868 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 building accessory dwelling units behind each of the Subject Properties.

The Subject Alley is unmaintained and composed primarily of gravel. The Subject Alley contains utility lines/utility poles with guy wires and anchors supporting overhead hydro and utility lines. There are no Encroachment Agreements on record for the use of the alley.

The Subject Alley was established by Registered Plan of Subdivision No. 729, registered on April 14, 1914.

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.

The Policy provides four classifications that a street or alley will fall under and corresponding direction on its suitability for closure, 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	Not suitable for closure
Have some usefulness	May be considered for closure only when requested by abutting property owners; requests are not initiated by the City
Dispensable with no current or anticipated purpose	Suitable for closure where possible
Located in Holding zones and other similar undeveloped areas	Not suitable for closure unless required for municipal purposes or supported by specific development proposals acceptable to the city.

The Legal Department investigated the possibility of closing the remainder of the north/south alley and deemed it to be "indispensable".

The Legal Department deems the Subject Alley "dispensable" and supports the requested closure.

It is our recommendation that, upon closure, the abutting property owners be given the chance to acquire the Subject Alley in the manner described in the Recommendation herein. Should the recommendation be approved, the Subject Alley will be closed and conveyed in **as is condition** in two equal halves along the centre to the abutting property owners, being the standard manner of conveyance.

Risk Analysis:

The recommended closure will divest the City of associated liability risks and maintenance costs. The recommended closure poses no known risk to 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 MD1.2 is assessed at $12.00 per square foot without easements 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, and $6.00 per square foot with easements 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.

Survey cost is estimated at $6,750, plus HST. The Legal Department will contract the survey when funds become available.

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 January 20, 2025, with one objection being received as of the date of writing this report. The owners of the property at 1530 Highland, are opposed to the alley closure as the Subject Alley is used for access to their backyard and was previously used for parking and may be used for parking in the future.

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.

Kristin Karam of the Financial Services Department was consulted on the financial matters associated with this report.

Jamelah Hersh, Senior Legal Counsel, was consulted on the legal matters associated with this report.

Conclusion:

Administration recommends closure of the Subject Alley shown on attached Appendix "A", subject to easements in favour of Cogeco Connexion Inc., ENWIN Utilities Ltd., and Managed Network System Inc. (MNSi.).

Should the recommendation be approved, the Subject Alley will be closed and conveyed in **as is condition** in two equal halves along the centre to the owner of the abutting property owners.

Planning Act Matters:

N/A

Approvals:

Name	Title
Denise Wright	Manager Real Estate Services
Wira Vendrasco	City Solicitor
David Soave	Manager, Strategic Operating Budget Development & Controls
Dan Seguin	On behalf of Commissioner, Finance & City Treasurer
Ray Mensour	Chief Administrative Officer

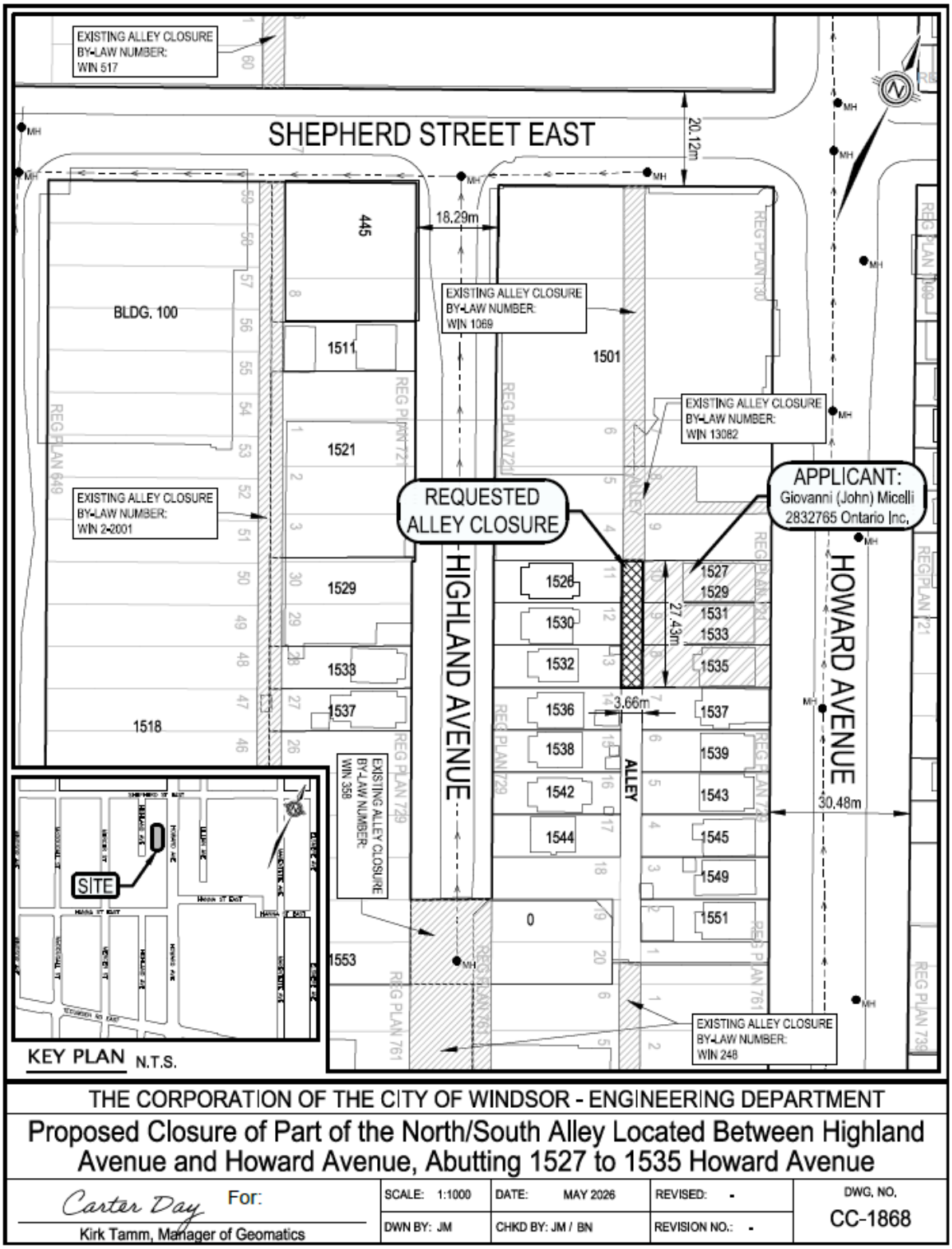
Notifications:

The Legal Department provided the Clerks Department with mailing labels for Notice of Development & Heritage Standing Committee on May 19, 2026.

Appendices:

1 SAA-7270 - Appendix A - Drawing No. CC-1868
2 SAA-7270 - Appendix B - EIS Drawing - Aerial Photo
3 SAA-7270 - Appendix C - Consultations with Municipal Departments and Utility Companies
4 SAA-7270 - Appendix D - Site Photos
5 SAA-7270 - Appendix E - Criteria for Evaluating Applications to Close a Street or Alley

APPENDIX "A"
Drawing No. CC-1868



THE CORPORATION OF THE CITY OF WINDSOR - ENGINEERING DEPARTMENT

Proposed Closure of Part of the North/South Alley Located Between Highland Avenue and Howard Avenue, Abutting 1527 to 1535 Howard Avenue

Carter Day For: Kirk Tamm, Manager of Geomatics	SCALE: 1:1000	DATE: MAY 2026	REVISED: -	DWG. NO. CC-1868
	DWN BY: JM	CHKD BY: JM / BN	REVISION NO.: -	

APPENDIX "B"
EIS Drawing - Aerial Photo

STREET & ALLEY CLOSING (SAA/7270)

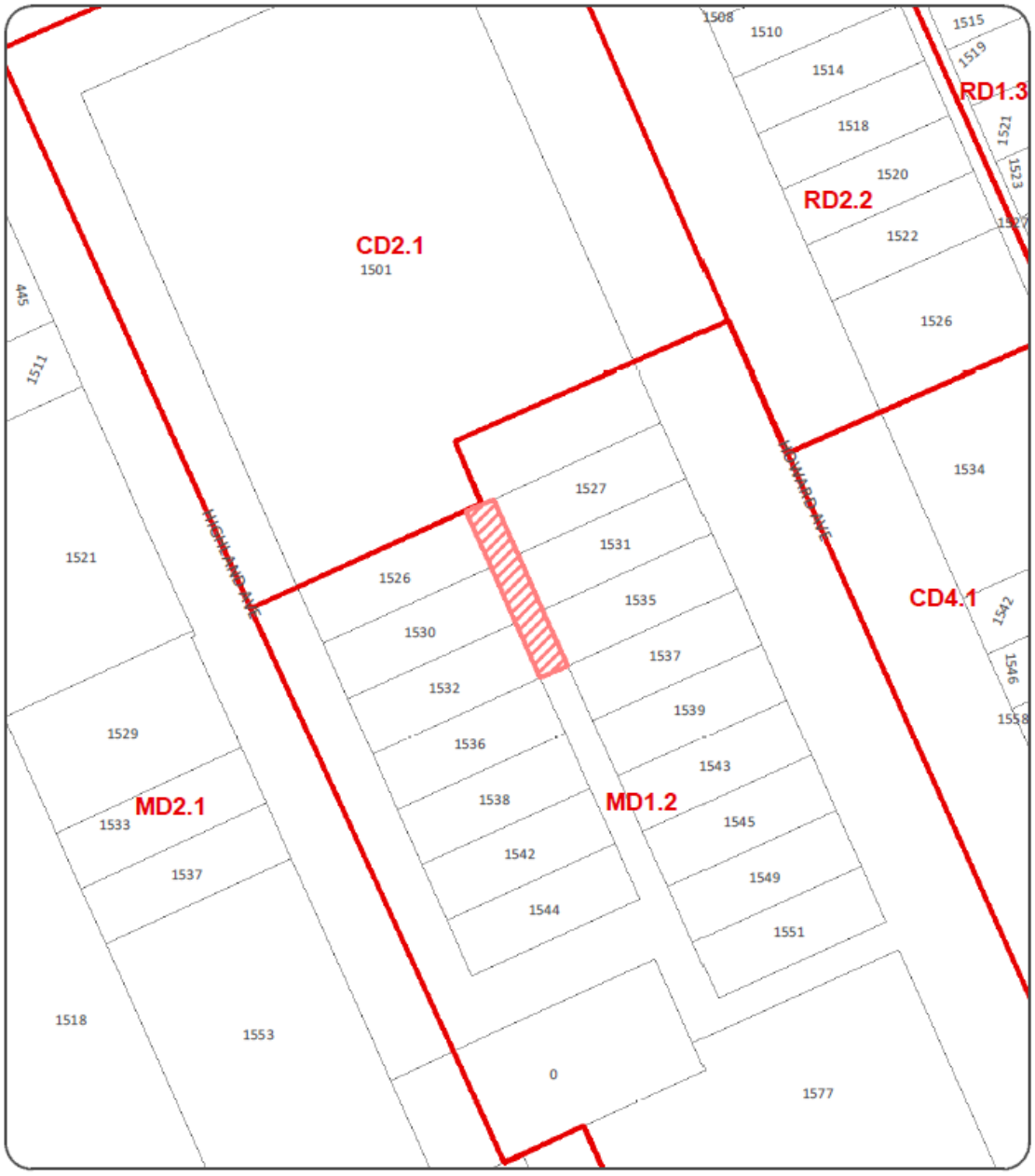
1:750

APPLICANT : 2832765 ONTARIO INC., c/o GIOVANNI (JOHN) MICELLI

REQUEST FOR CLOSURE

PLANNING DEPARTMENT - PLANNING POLICY

DATE: JANUARY, 2025



STREET & ALLEY CLOSING (SAA/7270)

1:750

APPLICANT : 2832765 ONTARIO INC., c/o GIOVANNI (JOHN) MICELLI

REQUEST FOR CLOSURE

PLANNING DEPARTMENT - PLANNING POLICY

DATE: JANUARY, 2025

APPENDIX "C"
Consultations with Municipal Departments and Utility Companies

BELL CANADA

No comments provided

COGECO CONNEXION INC.

Cogeco is on Bell/Enwin poles and will need to have an easement.

[Daniel Haggins - Lead OSP Engineering Windsor and Essex]

ENBRIDGE GAS INC.

No comments provided

ENGINEERING (DEVELOPMENT & ROW)

The proposed closure is approx. 4.27m wide and 27.4m long and is made of gravel.

There are no sewers or catch basins in the proposed closure.

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

1535 – 1545 uses the alley to access backyard parking. However, 1535 is the one making the application, and the other addresses would not be affected by the closure.

This subject alley to have no usefulness by CR146/2005; therefore, we have no objections to the closure of this alley.

[Shannon Mills, C.E.T. – Technologist III]

ENGINEERING (OPERATIONS)

No comments provided

ENVIRONMENTAL SERVICES

This does not affect our services.

[Jim Leether - Senior Manager, Environmental Services]

ENWIN UTILITIES LTD. (HYDRO)

No Objection to alley closing within the requested section shown, however, an easement named to ENWIN Utilities Ltd. is required upon closing for the whole width and length of the entire alley to accommodate the existing 120/240V overhead secondary hydro distribution pole line.

Please be advised of the overhead 120/240V secondary distribution lines

[Nillavon Balachandra – Hydro Engineering Technologist]

ENWIN UTILITIES LTD. (WATER)

ENWIN Water has no objections.

[Bruce Ogg - Water Project Review Officer]

FINANCIAL PLANNING

There are currently insufficient funds in Capital Project 7145002 Alley Closing Subsidy Program to cover the cost of the survey. The Legal Department will contract the survey when funds become available.

[Kristen Karam, - Financial Planning Admin.]

LEGAL & REAL ESTATE SERVICES

For alley lands abutting property zoned MD1.2, the conveyance price of $12.00 per square foot without Easements and $6.00 per square foot with easements, plus deed preparation fees and proportionate Share of survey costs, plus HST (if applicable)

[Stephanie Santos - Coordinator Real Estate Services]

MANAGED NETWORK SYSTEM INC. (MNSi)

MNSi will require an Aerial Easement through this closure area please.

[Dave Hartleib - Outside Plant Manager]

PARKS

From a landscape architecture and urban design perspective, there are no objections to this application.

[Hoda Kameli - Landscape Architect]

Natural Areas has no concerns or comments with this part alley closure.

[Karen Alexander - Naturalist & Outreach Coordinator]

Forestry has no concerns for the closure of this alleyway.

No City Property to Access by Forestry

No City Trees to Access

[Gaspar Horvath - City Forester / Supervisor Parks]

PLANNING (LANDSCAPE)

From a landscape architecture and urban design perspective, there are no objections to this application.

[Hoda Kameli - 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, C. Tech, Design Specialist II – Access Engineering]

TRAFFIC OPERATIONS

No comments provided

TRANSPORTATION PLANNING

Transportation Planning has no objections to the proposed alley closure.

[Elara Mehrilou - Transportation Planner I]

WINDSOR FIRE

No issue with fire

[Mike Coste - Chief Fire Prevention Officer]

WINDSOR POLICE

The Windsor Police Service has no concerns or objections with the subject application for closure. Closure will not negatively impact the ability of the Windsor Police Service to carry out incident response or general service delivery to the affected properties in this situation.

[Barry Horrobin - Director of Planning & Physical Resources]

APPENDIX "D"
Site Photos (April 23, 2026)

Figure 1 - Looking north towards north-south alley from southern limit of requested alley closure

Figure 2 - Looking south towards north-south alley from northerly limit of requested alley closure

Figure 3 - Looking north towards entire north-south alley

Figure 4 – Rear fence at 1526 Highland

Figure 5 – Rear fence at 1530 Highland

Figure 6 – Rear fence at 1532 Highland

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.