

Development & Heritage Standing Committee Meeting Agenda

Date: Monday, October 5, 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

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
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1.	CALL TO ORDER
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	READING OF LAND ACKNOWLEDGMENT
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	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.
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2.	DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF
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3.	REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS
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4.	COMMUNICATIONS
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5.	ADOPTION OF THE PLANNING ACT MINUTES
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5.1.	Adoption of the Development & Heritage Standing Committee (Planning Act) minutes of its meeting held September 1, 2026 (SCM 299/2026)
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6.	PRESENTATION DELEGATIONS (PLANNING ACT MATTERS)
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7.	PLANNING ACT MATTERS
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7.1.	Zoning By-Law Amendment - Z 019-26 (ZNG-7385) & Official Plan Amendment OPA 204 (OPA-7386) 1356 Drouillard Road - Ward 5 (S 93/2026) <i>Author: Averil Parent, Planner II - Development Review</i>
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7.2.	Zoning By-Law Amendment - Z 020-26 (ZNG-7388) 3105 Rankin Avenue - Ward 1 (S 99/2026) <i>Author: Averil Parent, Planner II - Development Review</i>
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- 7.3. Zoning By-law Amendment for 4470 North Service Road East; Applicant: Atwan Development Inc., File No. Z-017/26 [ZNG/7382]; Ward 5 (**S 97/2026**) *Author: Justina Nwaesei, Planner III - Development*
8. **ADOPTION OF THE MINUTES**
9. **PRESENTATIONS AND DELEGATIONS (COMMITTEE ADMINISTRATIVE MATTERS)**
10. **HERITAGE ACT MATTERS**
11. **ADMINISTRATIVE ITEMS**
- 11.1. Amendment to Sign By-law 250-2024 3501 Banwell Road, SGN-001/26 (Proposed First Party Electronic Changing Copy Ground Sign) - Ward 9 (**S 81/2026**) *Author: Sophia Di Blasi, Planner III - Urban Design*
- 11.2. Closure of the east/west alley located west of Bridge Avenue, east of Partington Avenue, and south of College Avenue, SAA-7210, Ward 2 (**S 104/2026**) *Author: Denise Wright, Manager Real Estate Services*
- 11.3. Closure of the east/west alley located north of Giles Boulevard West, east of Church Street, south of Grove Avenue, SAA-7359, Ward 3 (**S 102/2026**) *Author: Denise Wright, Manager Real Estate Services*
- 11.4. Closure of the north/south alley located east of Henkel Place, south of Riverside Drive East, and west of Rossini, SAA-7177, Ward 5 (**S 101/2026**) *Author: Denise Wright, Manager Real Estate Services*
12. **COMMITTEE MATTERS**
- 12.1. Minutes of the International Relations Committee meeting held on September 2, 2026 (**SCM 300/2026**)
- 12.2. International Relations Committee 2026 Annual Report (**SCM 304/2026**)
13. **QUESTION PERIOD**
14. **ADJOURNMENT**



Committee Matters: SCM 299/2026

Subject: Adoption of the Development & Heritage Standing Committee (Planning Act) minutes of its meeting held September 1, 2026

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

Date: Tuesday, September 01, 2026

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

Members Present:

Councillors

Ward 1 - Councillor Fred Francis

Ward 4 - Councillor Mark McKenzie

Ward 7 - Councillor Angelo Marignani

Ward 9 - Councillor Kieran McKenzie

Ward 10 - Councillor Jim Morrison (Chairperson)

Members

Member Anthony Arbour

Member 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:**

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

Denise Wright, Manager Real Estate Services

Laura Diotte, Manager, Planning

Emilie Dunnigan, Manager Development Revenue & Financial Administration

Robert Perissinotti, Development Engineer

Brian Nagata, Planner III - Development

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Justina Nwaesei, Planner III – Development
Aashvi Sarvaiya, Development Review Technician
Natasha McMullin, Clerk Steno Senior Anna Ciacelli, Deputy City Clerk

Delegations—participating in person

Item 7.1 Robert Brown, Oakview Land Use Planning, Agent for Applicant
Item 7.2 Rukma Ramdenee, Dillon Consulting, Agent for Applicant
Item 11.1 Michael Stamp, Real Estate Consultant, on behalf of South Windsor Development Company
Item 11.1 Melanie Muir, Dillon Consulting, Agent for 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

Councillor Fred Francis disclosing an interest and abstains from voting on Item 7.2, being “Amendment to Subdivision Agreement CE811195 regarding the properties known as 3586, 3592, 3597, 3598 SUTTON AVENUE; File No. SDN-002/26 [SDN/7381]; 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 August 04, 2026

Moved by: Councillor Angelo Marignani
Seconded by: Member Anthony Arbour

THAT the *Planning Act* minutes of the Development & Heritage Standing Committee of its meeting held August 4, 2026 **BE ADOPTED** as presented.
Carried.

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Report Number: SCM 277/2026

7. PLANNING ACT MATTERS

7.1. Zoning By-law Amendment Application for 466 California Avenue, Z-014/26 [ZNG-7375], Ward 2

Brian Nagata (author), Planner III – Development Review, is available for questions.

Robert Brown (agent) is available for questions.

Moved by: Councillor Mark McKenzie

Seconded by: Councillor Angelo Marignani

Decision Number: **DHSC 864**

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

36. EAST SIDE OF CALIFORNIA AVENUE BETWEEN FANCHETTE STREET AND WYANDOTTE STREET WEST

For the lands comprising Lots 58 & 59, Block A, Plan 50 (PIN 01232-0280 LT), for a *Double Duplex Dwelling* the following additional provisions shall apply:

- a) *Lot Width: minimum 15.0 m*
- b) *Lot Area: minimum 510.0 m²*
- c) *Lot Coverage: maximum 49.0%*
- d) *Building Height: Main Building: maximum 9.5 m*
- e) Notwithstanding Section 24.26.5, a *parking space* is permitted in a *required front yard*.

[ZDM 3; ZNG/7375]

- II. THAT Zoning By-law 8600 **BE FURTHER AMENDED** by changing the zoning of Lots 58 & 59, Block A, Plan 50 (PIN 01232-0280 LT), situated at the east side of California Avenue between Fanchette Street and Wyandotte Street West from RD2.1 to RD2.2x(36).

Carried.

Report Number: S 89/2026
Clerk's File: Z/15202

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7.2. Amendment to Subdivision Agreement CE811195 regarding the properties known as 3586, 3592, 3597, 3598 SUTTON AVENUE; File No. SDN-002/26 [SDN/7381]; Ward 9

Justina Nwaesei (author), Senior Planner – Development Review, presents the application.

Rukma Ramdennee (agent) is available for questions.

Councillor Kieran McKenzie inquires about the original intention for Sutton Avenue to continue through the new development. Ms. Nwaesei states that the intention was for Sutton Avenue to continue south to avoid sightline concerns.

Councillor Kieran McKenzie inquires whether Sutton Avenue will no longer connect. Ms. Nwaesei states that there is no longer an intention for Sutton Avenue to connect at this time. Ms. Nwaesei states that a temporary cul-de-sac will be in place and that it may connect in the future.

Councillor Kieran McKenzie inquires whether there will be pedestrian and cyclist access to connect to another part of the subdivision and whether something can be done to include this with further development. Ms. Nwaesei states that the initial subdivision agreement would have addressed this and that she is unsure of the conclusion, other than that there should be a connection for road access with a sidewalk. Ms. Nwaesei states that because it is unclear when the road connection will happen, she cannot speak to pedestrian connectivity.

Councillor Kieran McKenzie asks the same question of the agent. Rukma Ramdennee states that the properties to the south are private property and that there is no jurisdiction to request this.

Councillor Kieran McKenzie inquires about the private lands, the promotion of the greatest degree of walkability, and what needs to be done to keep the opening fluid with easy access for pedestrians. Ms. Nwaesei states that the current report does not recommend a pedestrian connection on Sutton Avenue. Ms. Nwaesei states that when the parcels of land come forward for development, connectivity can be addressed, as the City cannot impose requirements on a parcel of land that is not subject to a Planning Act application and is currently private.

Councillor Kieran McKenzie inquires whether, when the parcels of land come forward with development proposals, that would be the time to discuss connectivity. Ms. Nwaesei agrees.

Moved by: Councillor Kieran McKenzie

Seconded by: Councillor Angelo Marignani

Decision Number: **DHSC 865**

- I. THAT the application of J Rauti Development Inc. for amendments to the existing Subdivision Agreement (CE811195) for the lands described as Part of Block A, Registered Plan 1259, also designated as Lots 1 to 18 (incl.) and Blocks 19 to 22 (incl.) on Plan 12M-635, **BE APPROVED**, subject to the following:

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1. Corner Cut-Off - Prior to the issuance of a construction permit, the owner(s) shall agree to gratuitously convey a 4.6m x 4.6m (15' x 15'), corner cut-off at the intersection of Maguire Street and Sutton Avenue.
 2. Land Conveyance - Prior to the issuance of a construction permit, the owner (s) shall agree to gratuitously convey to the Corporation land sufficient to create a 54.42m² sightline dedication right-of-way at the northeast corner of 3586 Sutton Avenue. This conveyance shall be approximately 31.56m along the Maguire Street frontage of the subject lands, taken after the corner cut-off.
 3. Execution of an Amending Subdivision Agreement: Prior to the issuance of a construction permit, the owner (s) shall agree to enter into an amending Subdivision Agreement with the Corporation of the City of Windsor for the subject lands registered as Plan 12M-635;
- II. THAT existing Subdivision Agreement **BE AMENDED** as specified in paragraphs A, B, C, D, and E below:
- A. That Section B-1 (f) – Drawings / Maps - of the Basic Provisions be amended to include, below the word “Planner”, the following:
“Sutton Avenue Sightline Sketch and/or Reference Plan
Hereinafter referred to as Schedule “A” page 2, attached hereto and/or on deposit with the City Planner”
 - B. That Section S-2 – Land Conveyance for Rights-of-Way - be amended in paragraph (4) to remove the requirement for a 0.3-metre reserve (Block 21, Plan 12M-645) at the north limit of Street “A”.
 - C. That Section S-2 – Land Conveyance for Rights-of-Way - be further amended to include paragraph “(7) a 54.42 m² sightline dedication for right-of-way at the northeast corner of Street “A” (Sutton Avenue) and MaGuire Street.”
 - D. That Section S-3 – Land Conveyance for Corner Cut-Offs - be amended to include, after “with MaGuire Street,” the following - “and a corner cut-off on the east side of Street “A” at the intersection of Maguire and Street “A” (Sutton Avenue),”
 - E. That Section S-8(2) – Temporary Cul-de-Sacs – be deleted in its entirety, and S-8(1) be amended to include “A” between “Streets” and “B”.
- III. THAT the owner **SHALL**, prior to a construction permit, submit for approval of the City Planner/Executive Director of Planning & Building a reference plan, which shall include an illustration of the modifications to the Maguire and Sutton rights-of-way as approved by Council;
- IV. THAT the City Engineer **BE DIRECTED** to amend the Parking By-law to include prohibition of on-street parking on the south side of Maguire Street, east of Sutton Avenue;
- V. THAT the amended subdivision agreement shall **BE REGISTERED** against lands to which it applies prior to the issuance of a construction permit; and,

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VI. THAT the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign all necessary agreements and documents approved as to form and content

Carried.

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

Report Number: S 94/2026

Clerk's File: Z/15203

8. ADJOURNMENT

There being no further business the meeting of the Development & Heritage Standing Committee (*Planning Act* Matters) portion is adjourned at 4:50 o'clock p.m.

Ward 10 – Councillor Jim Morrison
(Chairperson)

Deputy City Clerk / Supervisor of Council
Services



Council Report: S 93/2026

Subject: Zoning By-Law Amendment - Z 019-26 (ZNG-7385) & Official Plan Amendment OPA 204 (OPA-7386) 1356 Drouillard Road - Ward 5

Reference:

Date to Council: October 5, 2026
 Author: Averil Parent
 Planner II - Development Review
 519-255-6543 x6397
 aparent@citywindsor.ca

Planning & Building Services
 Report Date: 8/5/2026
 Clerk's File #: Z/15210 & Z/15211

To: Mayor and Members of City Council

Recommendation:

- I. THAT Schedule "A" of Volume I: The Primary Plan of the City of Windsor Official Plan **BE AMENDED** by designating Lots 16 and 17, Registered Plan 685, known municipally as 1365 Drouillard Road (Roll No. 010-160-04400), situated on the east side of Drouillard Road, between Franklin Street and Metcalf Street, as a Special Policy Area.
- II. THAT Chapter 1 in Volume II: Secondary Plans and Special Policy Areas of the City of Windsor Official Plan **BE AMENDED** by adding a new Special Policy Area as below, and that 'X' be replaced with the next available Special Policy area number:

1.X 1356 DROUILLARD ROAD

<i>Location</i>	1.X.1	The property described as Lots 16 and 17, Registered Plan 685 (Roll No. 010-160-04400), situated on the east side of Drouillard Road, between Franklin Street and Metcalf 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 designations of these lands on Schedule D: Land Use in Volume I: The Primary Plan, a Semi-Detached Dwelling, Townhome Dwelling, and Multiple Dwelling with 8 or less units shall be additional permitted main uses in accordance with the implementing zoning provisions.

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

38. EAST SIDE OF DROUILLARD ROAD, BETWEEN FRANKLIN STREET AND METCALFE STREET

For the lands comprising of Lots 16 and 17, Registered Plan 685, a *Multiple Dwelling* shall be an additional permitted use and the following additional provisions shall apply:

1. For a *Semi-Detached Dwelling*, the following additional provisions shall apply:
 - a) *Front Yard Depth: minimum/maximum 2.0 m / 4.0 m*
 - b) *Gross Floor Area: maximum 480 m²*
 - c) Notwithstanding any other provisions in this by-law, parking shall be prohibited in a *required front yard*
2. For a *Multiple Dwelling*, the following additional provisions shall apply:
 - a) *Front Yard Depth: minimum/maximum 2.0 m / 4.0 m*
 - b) *Required Parking Spaces: minimum: 1 for each dwelling unit*

[ZDM 7; ZNG/7385]

IV. THAT Zoning By-law 8600 **BE FURTHER AMENDED** by adding the following to section 95.20:

- (16) Provide construction drawings confirming central air-conditioning and special building components recommended in the “Road/Rail Traffic and Stationary Noise Impact Study” completed by JJ Acoustic Engineering Ltd, dated February 23, 2026 to the satisfaction of the Chief Building Official.

V. THAT Zoning By-law 8600 **BE FURTHER AMENDED** by changing the zoning of Lots 16 and 17, Registered Plan 685, known municipally as 1356 Drouillard Road (Roll No. 010-160-04400), situated on the east side of Drouillard Road between Franklin Street and Metcalfe Street from CD4.1 to H(16)RD2.2x(38).

Executive Summary:

N/A

Background:

Application Information:

Municipal Address: 1356 Drouillard Road

Roll Number: 010-160-04400

Ward: 5 **Planning District:** East Windsor **Zoning District Map:** 7

Applicant/Agent: Saksham Sharma/Sital Singh Garha

Owner: 15289335 Canada Inc. (Jay Golshani)

Proposal:

The applicant proposes one new semi-detached dwelling on the subject parcel. The semi-detached dwelling will be severed along the common wall. Four units are proposed in total (one main unit and one additional dwelling unit on each side). Parking space requirements will be satisfied. The subject parcel currently contains a legal non-conforming single unit dwelling.

Requested Amendment:

The applicant is requesting to amend the existing Official Plan Mixed Use Corridor land use designation to permit a semi-detached dwelling. The applicant is also requesting to change the zoning of the property from Commercial District 4.1 (CD4.1) to Residential District 2.2 (RD2.2) to permit a semi-detached dwelling. An additional provision for increased maximum gross floor area is also requested.

Submission Documents:

Applications for Official Plan Amendment, Zoning By-law Amendment, Conceptual site plan/elevation drawings/floor plans (Appendix A), Planning Rational Report, Noise Study, 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
Mixed Use Corridor	Commercial District 4.1 (CD4.1)	Residential	Residential
LOT WIDTH	LOT DEPTH	LOT AREA	LOT SHAPE
18.29 m	30.48 m	557.42 m ²	Rectangular

All measurements are provided by the agent and are approximate.

Neighbourhood:

The subject parcel is located on Drouillard Road, within the Ford City Business Improvement Area. The immediate area has a mix of commercial and residential uses, and is experiencing some revitalization and transition to mixed-use buildings. Single unit dwellings continue east to the Ford Motor Company property. The BIA continues north and south of the property, past the Essex Terminal Railway to the north, and to Seminole Street to the south. Residential uses continue south east, with more industrial uses further east along the railway corridor. Commercial uses exist along Seminole Street. Parks in the area include Gary Dugal Park, and Ford Test Track, along with the Gino and Liz Marcus Community Centre.

Drouillard Road is classified as a Class I Collector Road as per Official Plan Schedule F: Roads and Bikeways. Drouillard Road has curbs, gutters, and streetlights on the east side of the street. There are sidewalks along both sides of the street. There are no municipal trees adjacent to the property. In this area, parking is generally permitted on both sides of the street, except where it would conflict with commercial accesses or Transit Windsor bus stops. Sanitary and storm sewers as well as a watermain are available within the Drouillard Road right-of-way.

The closest existing transit route to this property is with the Central 3 with direct transit service along Drouillard. The closest existing bus stop is directly across the street from this property on Drouillard at Metcalfe northwest corner providing direct transit access to this development.

Public Open House:

An electronic public open house was held with area residents and property owners on Tuesday, August 20th, 2024, from 6:00pm to 7:00pm. Notification of this meeting was distributed to residents and property owners within 200m of the subject site. In addition to the Applicant, the Ward Councillor and City Staff, 2 residents attended the open house. Details of the Open House are summarized in Section 3.2 of the PRR.

At the time of the open house, the applicant was proposing a new multiple dwelling with 6 dwelling units, and 6 on site parking spaces. Residents expressed concerns over the number of units and the number of bedrooms, the potential reduction in available street parking, the proposed building height, site drainage, and the potential to increase traffic.

Responses were provided regarding the on-site parking, landscaping and stormwater management requirements. Based on the feedback received from the open house, the concept plan has been revised to a semi-detached dwelling with four dwelling units. Parking continues to comply with the Zoning By-law. The proposed height has been reduced. As per administration, a Traffic Impact Statement is not warranted for this type of development. Site drainage requirements will be fulfilled at the building permit stage.

Statutory notice was advertised in the Windsor Star, a local newspaper. A courtesy notice was mailed to property owners within 200 m of the subject lands. Comments from municipal departments and external agencies are attached as Appendix B.

Anticipated Change Based on Recommendations:

EXISTING CONDITIONS / PERMISSIONS	PROPOSED / RECOMMENDED	CHANGE	STUDY / REPORT SUBMITTED
Land Use			
Commercial uses permitted, currently legal non-conforming single unit dwelling	Semi-Detached dwelling with 4 units proposed (potential of 6 units in total) OR a multiple dwelling (likely up to 6 units due to size of site).	Commercial uses to Residential uses	YES (Planning Rationale Report)
Lot Coverage			
Maximum 45%	35%	No change, proposal is well below maximum lot coverage	NO
Maximum Building Height			
9 m (2.5 storeys)	8.4 m (2.5 storeys)	No change.	NO
Gross Floor Area (Main Building)			
Maximum 400m ²	480m ²	20% increase	YES (Planning Rationale Report)
Transportation			
Commercial	Residential	No significant change in vehicle trips	NO (Transportation Impact Study not required)
Parking			
Determined based on Commercial use	Semi-detached: 1 space per main dwelling unit (2 total) Multiple dwelling: 1 space per dwelling unit	Semi-detached: Parking requirement is met. Multiple dwelling: requesting 1 space per dwelling unit	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 019-26 [ZNG-7385] & OPA 204 [OPA-7386]



● SUBJECT LANDS

Figure 2: Neighbourhood Map



NEIGHBOURHOOD MAP - Z 019-26 [ZNG-7385] &
OPA 204 [OPA-7386]



SUBJECT LANDS

Figure 3: Official Plan Amendment Schedule A

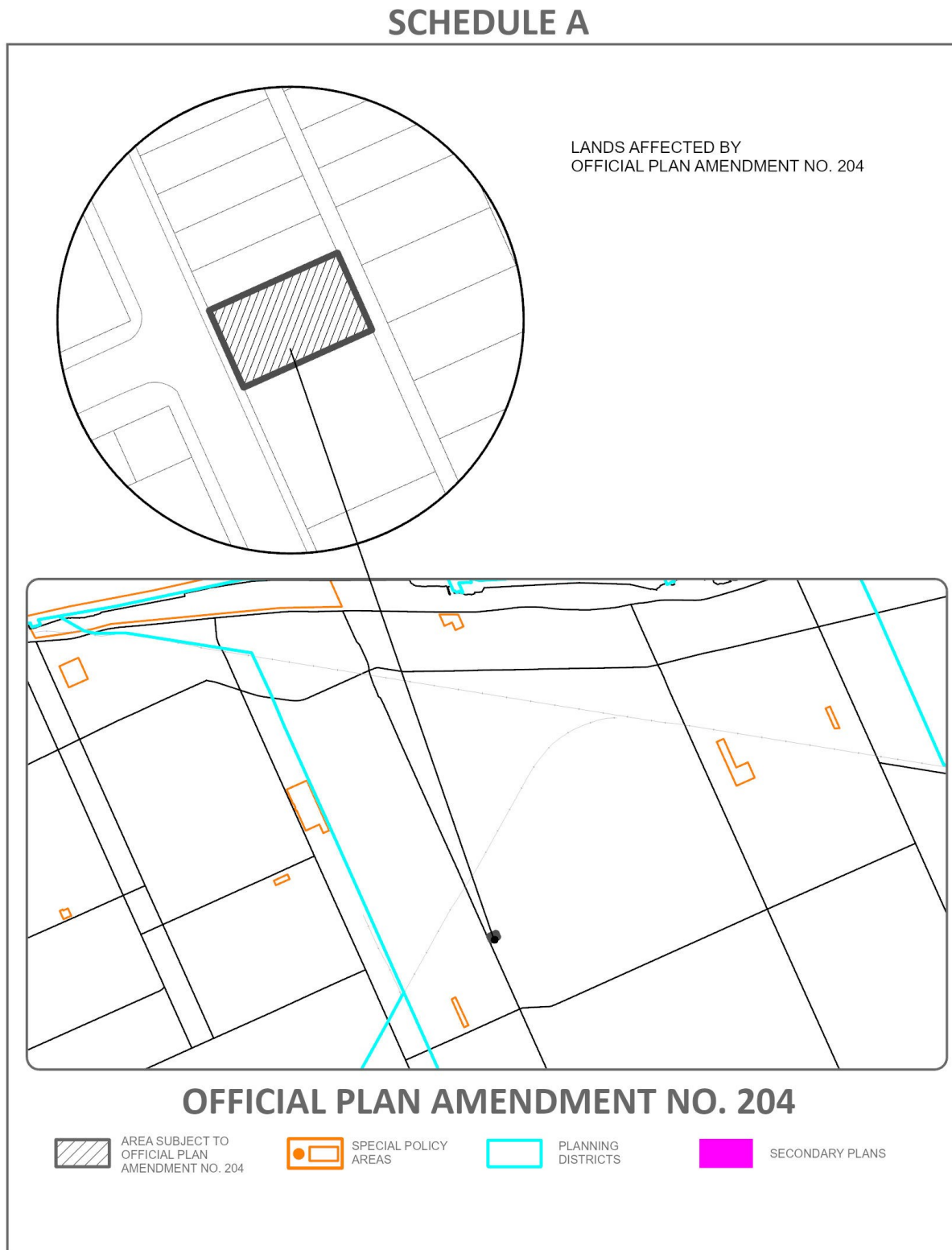


Figure 4: Official Plan Amendment Schedule D

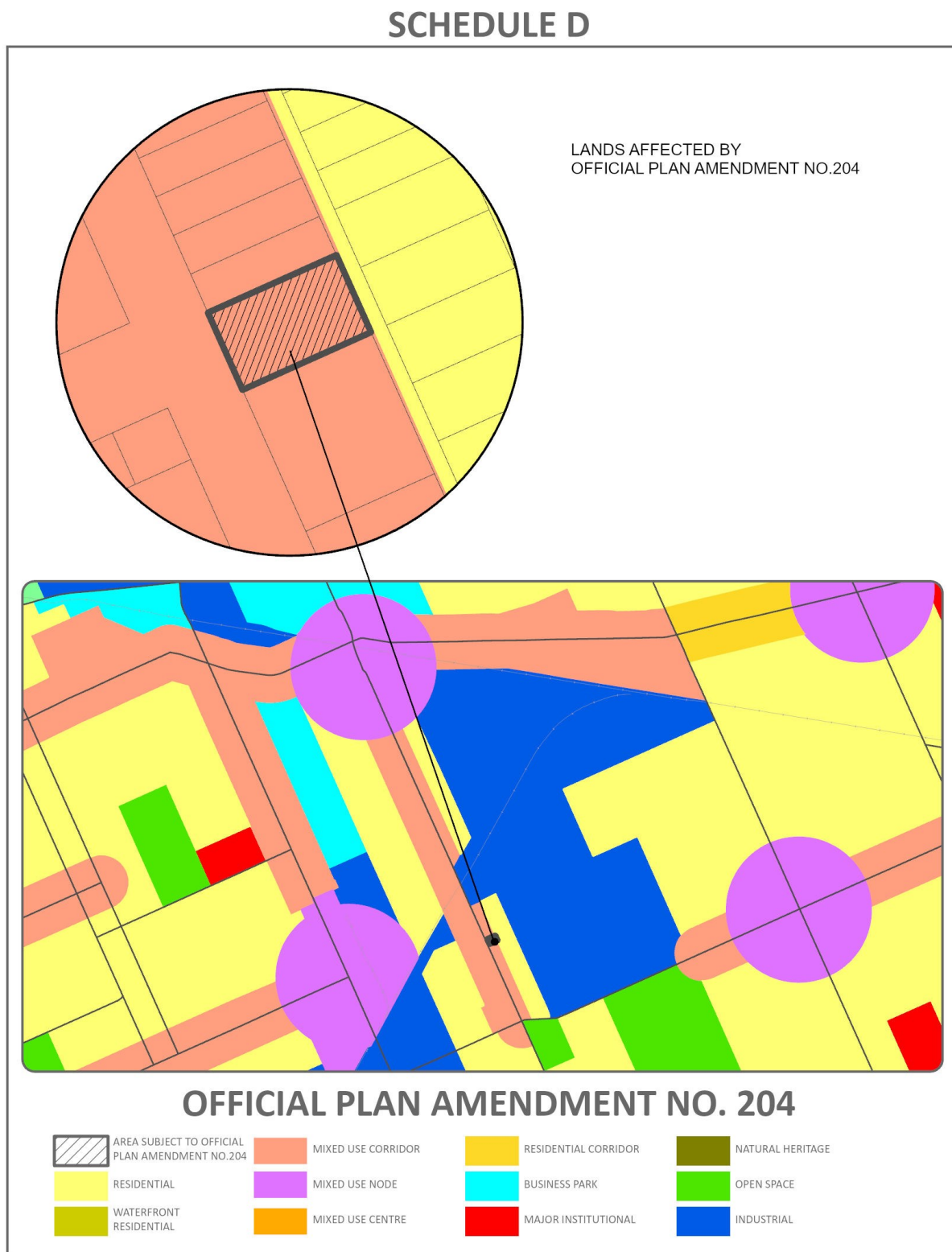
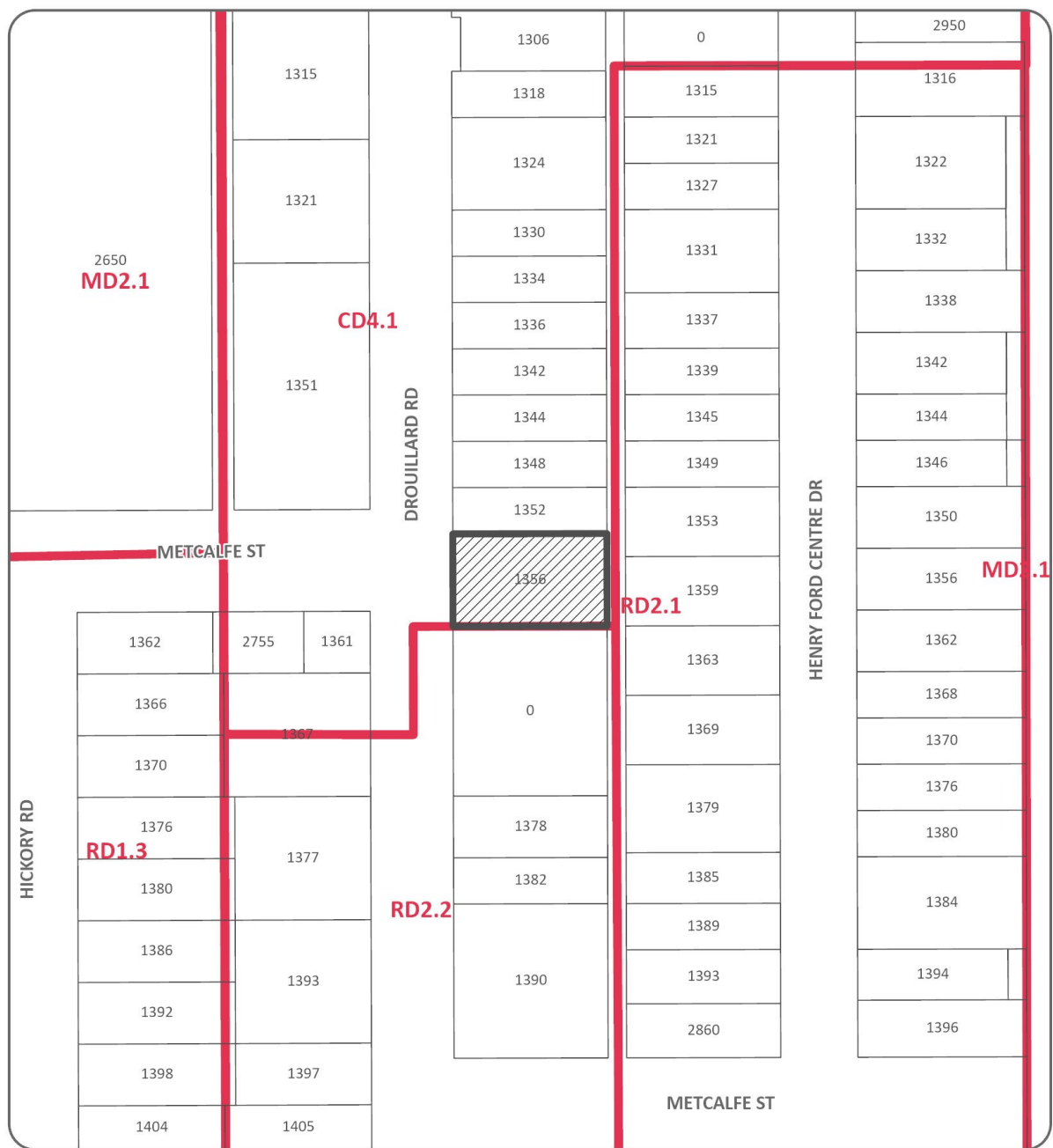


Figure 5: Rezoning



PART OF ZONING DISTRICT MAP 7

N.T.S.

REZONING

Applicant: Saksham Sharma



SUBJECT LANDS

PLANNING & BUILDING DEPARTMENT



DATE : JULY 2026
FILE NO. : Z 019-26, ZNG-7385

Discussion:

Planning Rationale Report (Pillon Abbs Inc. – July 2nd, 2026)

Planning and Development Services concurs with the overall analysis completed in the Planning Rationale Report (PRR) submitted by the applicant and available on the City of Windsor [Current Development Applications](#) website. The PRR supports the proposed semi-detached development containing 2 additional dwelling units. The report concludes that the development supports intensification objectives, is consistent with the Provincial Planning Statement, conforms with the intent and purpose of the Official Plan and Zoning By-law, as proposed to be amended, and represents good planning.

Road/Rail Traffic and Stationary Noise Impact Study (JJ Acoustic Engineering Ltd. – February 23rd, 2026)

This Study has determined that the potential environmental noise impact from road/rail traffic noise is significant. The proposed development will need the following: a requirement for central air-conditioning, noise warning clauses and special building components. These requirements are included in the Holding provision as per the recommendation section of this report, except for the noise warning clause, which will be implemented as part of a future severance.

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.

The PPS promotes complete, compact, and sustainable communities by encouraging a range of housing options and densities, efficient use of land and infrastructure, residential intensification within existing settlement areas, support for active transportation and transit, and development patterns that address climate change and make efficient use of municipal services.

The proposed semi-detached dwelling containing four residential units contributes to the supply and diversity of housing within the neighbourhood and represents an appropriate form of residential intensification, recognizing the limited size of the subject site. The development makes efficient use of an existing urban lot and municipal infrastructure, supports active transportation and transit use, and contributes to a compact urban form. The site is fully serviced by existing municipal water, wastewater, and stormwater infrastructure and does not require the expansion of settlement boundaries.

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. Overall, the proposal represents an efficient and appropriate form of development that expands housing opportunities, supports complete community objectives, and optimizes existing infrastructure and public services. Planning & Development Services is satisfied that the proposed amendment to Zoning By-law 8600 is consistent with the policy direction of the Provincial Planning Statement, 2024.

City of Windsor Official Plan

The subject parcel is designated Mixed Use Corridor under *Schedule D – Land Use* of the Official Plan (OP). Mixed Use Corridor policies are presented in section 6.5.3,

Volume 1 of the Official Plan. 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 Official Plan supports a diverse range of housing options while encouraging compact neighbourhoods and promoting appropriate residential redevelopment, infill, and intensification to make efficient use of land, infrastructure, and transportation networks (6.3.1.1, 6.3.1.2 and 6.3.1.3). The proposed low profile semi-detached dwelling represents a complementary and compact form of housing, redevelopment, and intensification that is located near active and public transportation.

Section 6.5.3.1 stipulates that Medium and High Profile residential uses either as stand-alone buildings or part of commercial-residential mixed use buildings shall be throughout the Corridors. The proposed development of a semi-detached dwelling with two additional dwelling units is classified as a Low Profile development under Section 6.3.2.3(a) as it is a small scale form with less than 8 units, and therefore an Official Plan Amendment is required. The subject property's small lot size significantly limits development potential, making it challenging to accommodate eight units while maintaining adequate parking, access, landscaping, and other site design requirements.

The analysis presented in the PRR indicates that the proposed development satisfies the Locational Criteria (6.5.3.6), Evaluation Criteria (6.5.3.7) and Design Guidelines (6.5.3.8) for a mix use corridor development, as well as the Infill Development (8.7.2.3) policies of the Official Plan. Relevant policies in Windsor's Intensification Guidelines are also addressed in the analysis.

Official Plan Policy 6.5.3.3 c) encourages Mixed Use Corridor development to locate buildings at the street frontage lot line with parking accommodated at the rear of the site. Mixed use corridor Design Guidelines policy 6.5.3.8 d) also state that where possible, parking is located in the rear of the property to encourage continuous building facades adjacent to the street.

As per these policies, administration worked with the proponent to position the proposed semi-detached dwelling closer to the front lot line than would otherwise be required by the Zoning By-law. The applicant has expressed a preference to provide parking at the rear of the property and has indicated a willingness to undertake any necessary alley improvements at their own expense. This approach would support a built form that is more consistent with the existing streetscape along Drouillard Road, and that conforms to the intent of the Official Plan policies promoting a pedestrian-oriented streetscape and compatible infill development. Alternatively, a single driveway could be provided from Drouillard Road that leads to shared parking at the rear of the semi-detached or multiple dwelling.

Official Plan Schedule X – Right-of-Way Widths classifies Drouillard Road as a Class I Collector Road, requiring a right-of-way width of 24 metres. As per the comments provided in Appendix B, the owner shall gratuitously convey approximately 1.8 metres along the entire Drouillard frontage of the property. This land can be conveyed as a condition of a future severance application.

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. The recommended Official Plan and Zoning By-law 8600 amendments conform to the overall policy direction of the OP.

Zoning By-Law 8600

The subject land is zoned Commercial District 4.1 (CD4.1) which only permits commercial uses. The applicant is requesting a rezoning to Residential District 2.2 (RD2.2) in order to permit a semi-detached dwelling. Additional relief from the Zoning By-law being requested includes increased maximum gross floor area of the main building. The development must comply with all other applicable zoning provisions.

The proposed semi-detached dwelling has a building footprint of 195.06m² and will result in a lot coverage of 35%. Along this section of Drouillard Road, existing residential dwellings are generally smaller in size, however there are much larger commercial buildings in the area. Lot coverage also varies substantially along this street. Although the proposed dwelling will have a larger building footprint and lot coverage than other residential properties in the area, the size and scale of the building is compatible. Planning Staff agree with the analysis in the PRR that the increased gross floor area will not result in any adverse impacts on the subject property or surrounding land uses.

As per the Zoning By-law, one parking space is required for each main dwelling unit located in a semi-detached dwelling. The subject property is in the area currently exempt from requiring a parking space for any additional dwelling units. For a proposed multiple dwelling, a provision for a minimum of 1 required parking spaces per dwelling unit is recommended. The proposal complies with parking as recommended.

As discussed in the Official Plan analysis, administration is recommending additional provisions that would move the proposed semi-detached or multiple dwelling towards the front lot line, and prohibit front yard parking. Although many buildings along Drouillard Road have no or very little front yard setbacks, the subject property is located between a parking lot and a single unit dwelling with a greater setback. The requested zoning district typically requires a 6.0 m front yard setback, which would be inconsistent with the design policy within the Official Plan. As recommended, the reduced front yard setback would maintain a strong streetscape presence and provide greater flexibility to accommodate additional parking at the rear of the lot. This concept has been presented to the applicant who has indicated their agreement with this approach.

The scale of the proposal is considered appropriate within the policy framework that encourages intensification and more efficient land use. The proposed development will maintain compliance with the RD2.2 zoning building envelope with respect to building height, lot coverage and setbacks. The semi-detached dwelling is compatible with the established neighbourhood and existing streetscape.

The Applicant's request for a change in zoning with site-specific provisions is supported.

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 B. 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 amendments to the Official Plan and Zoning By-law 8600 are consistent with the PPS 2024 and 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.

The recommendation to amend the Official Plan and Zoning By-law 8600 constitutes good planning. Administration recommends 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:

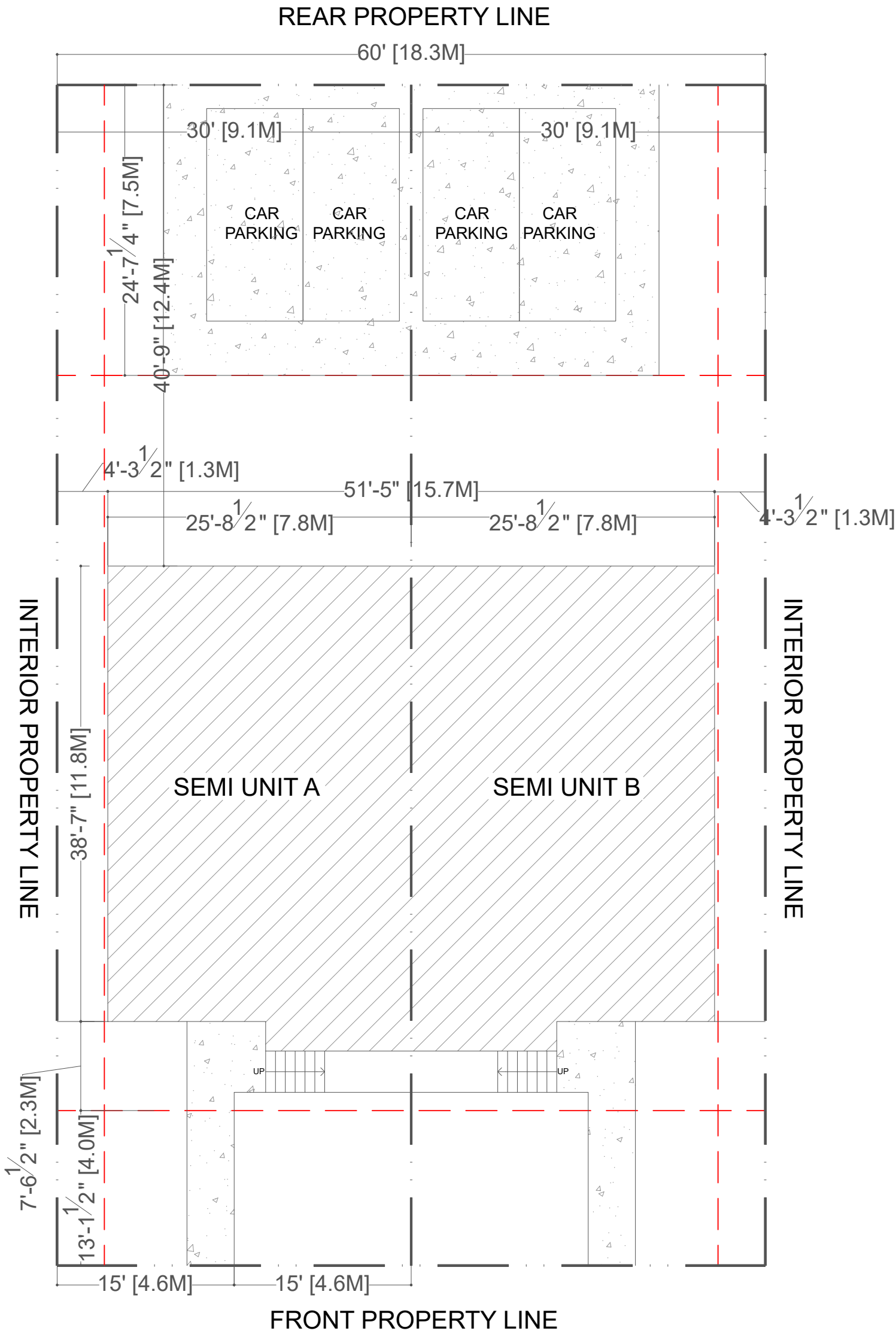
Name	Address	Email

Appendices:

Appendix A – Conceptual Site Plan, Floor Plans and Elevations

Appendix B – Consultations

KAIRON
DESIGN
INC.



SITE PLAN

PROPOSED ZONING : RD 2.2
LOT AREA : 6000 SQFT (557.4 SQM)
ALLOWABLE FOOTPRINT 45% : 2700 SQFT (250.8SQM)
TOTAL PROPOSED FOOTPRINT : 2045.5 SQFT (190 SQM)
ALLOWABLE GROSS FLOOR AREA : 5166.68 SQFT (480SQM) WITH MINOR VARIANCE.
PROPOSED GROSS FLOOR AREA : 5166.68 SQFT (480 SQM)

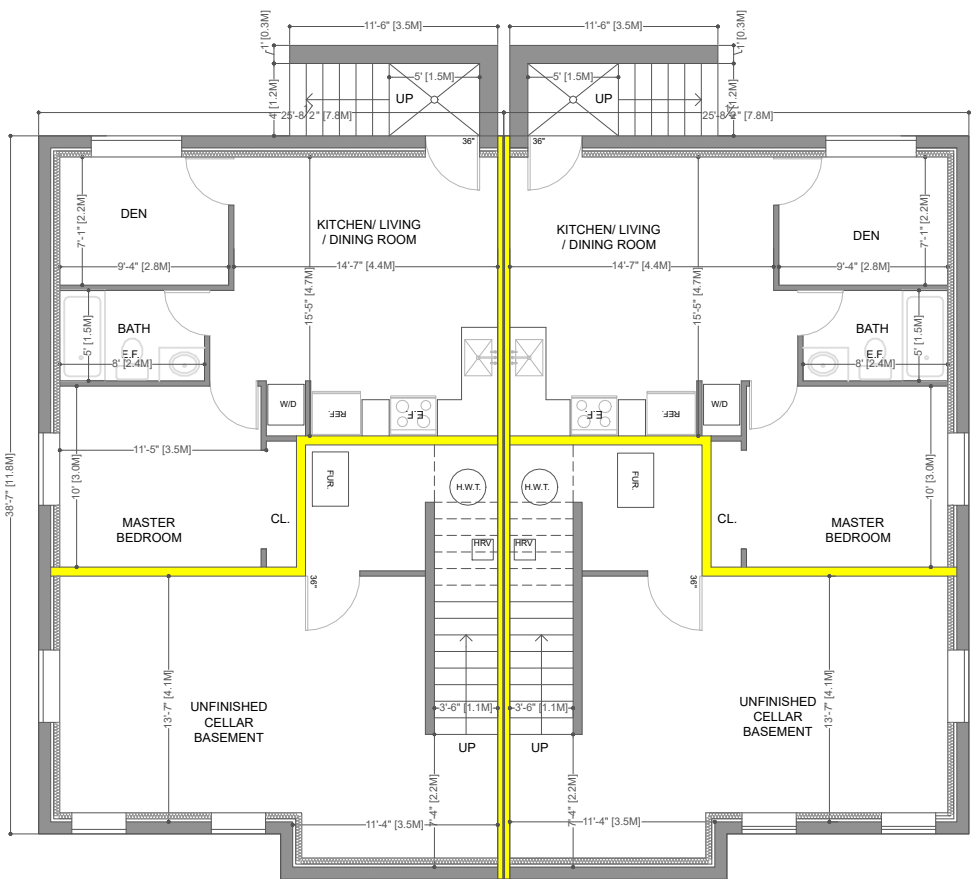
R - SITE PLAN

ADDRESS:
1356 DROUILLARD RD

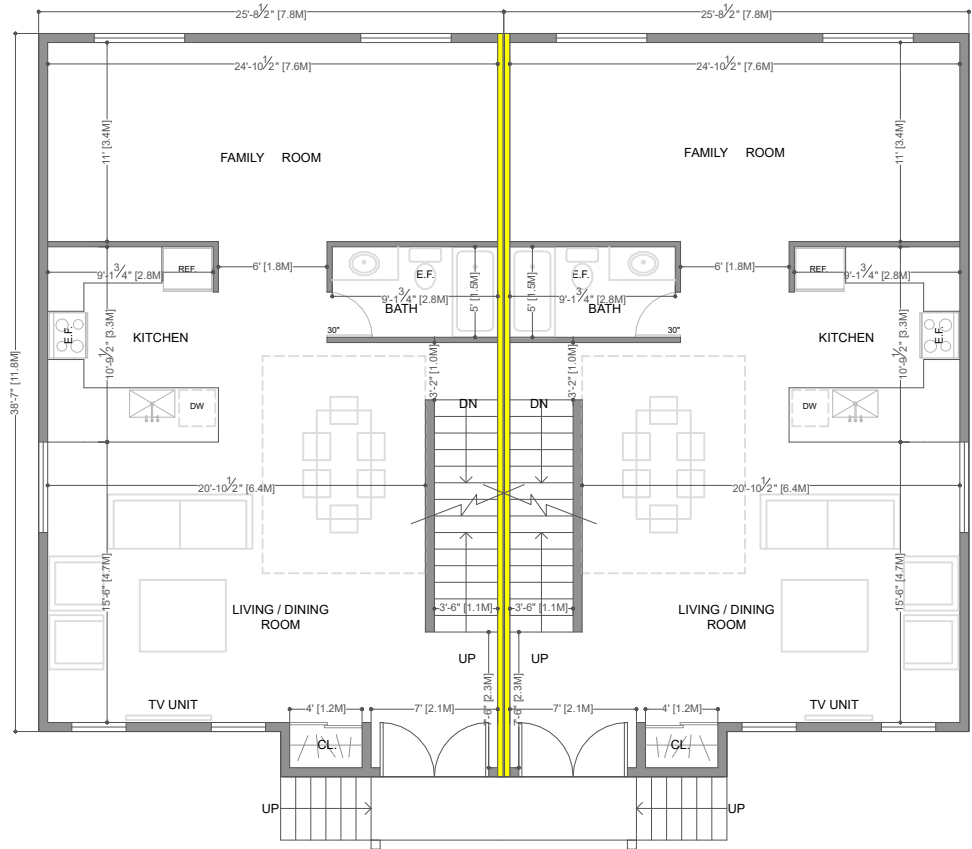
DATE:
16/09/2026



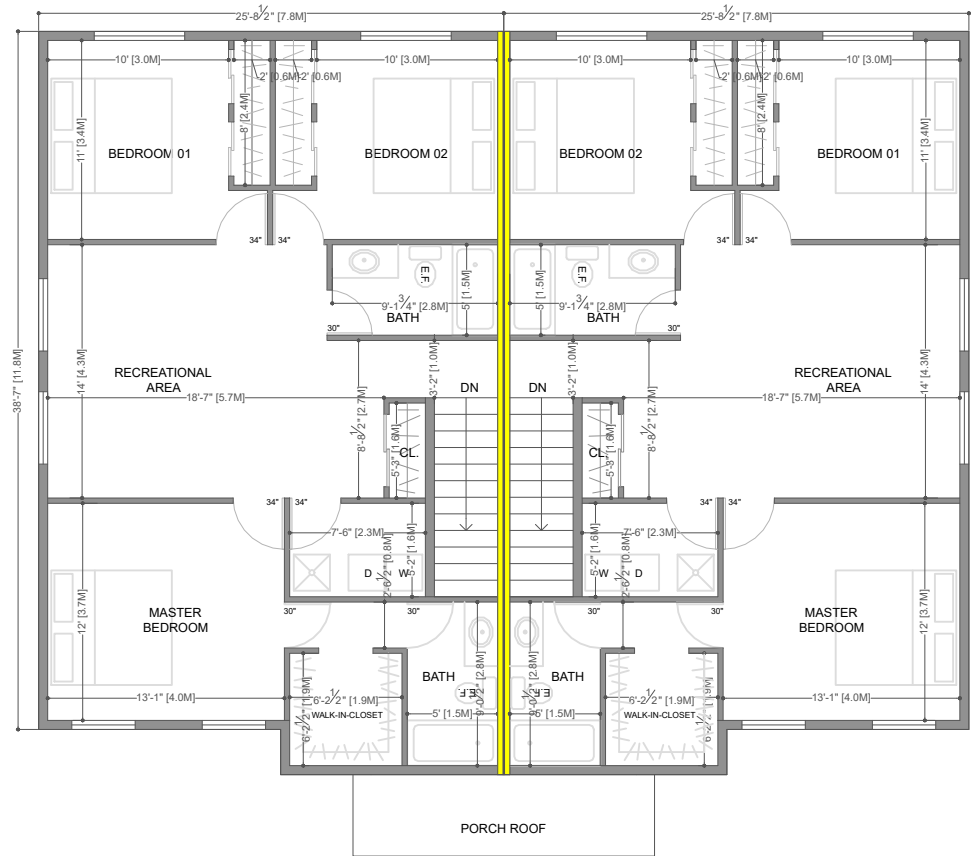
PROJECT ID : 1046_2025



FOUNDATION / UNFINISHED BASEMENT
1075.8 SQFT (100 sqm)



MAIN FLOOR PLAN
2045.4 SQFT (190sqm)



SECOND FLOOR PLAN
2045.4 SQFT (190sqm)

KAIRON
DESIGN
INC.



R - FLOOR PLANS

ADDRESS:
1356 DROUILLARD RD

DATE:
29/06/2026



PROJECT ID : 1046_2025

KAIRON DESIGN INC.



R - PROPOSED ELEVATIONS

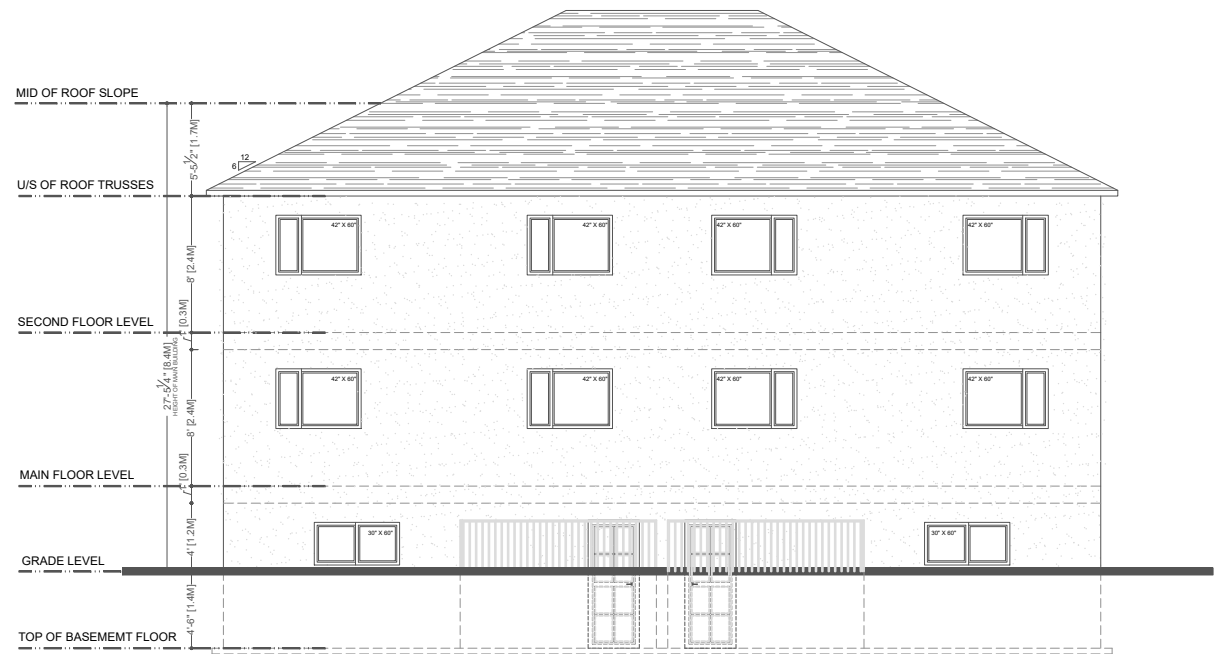
ADDRESS:
1356 DROUILLARD RD

DATE: 29/06/2026	NORTH
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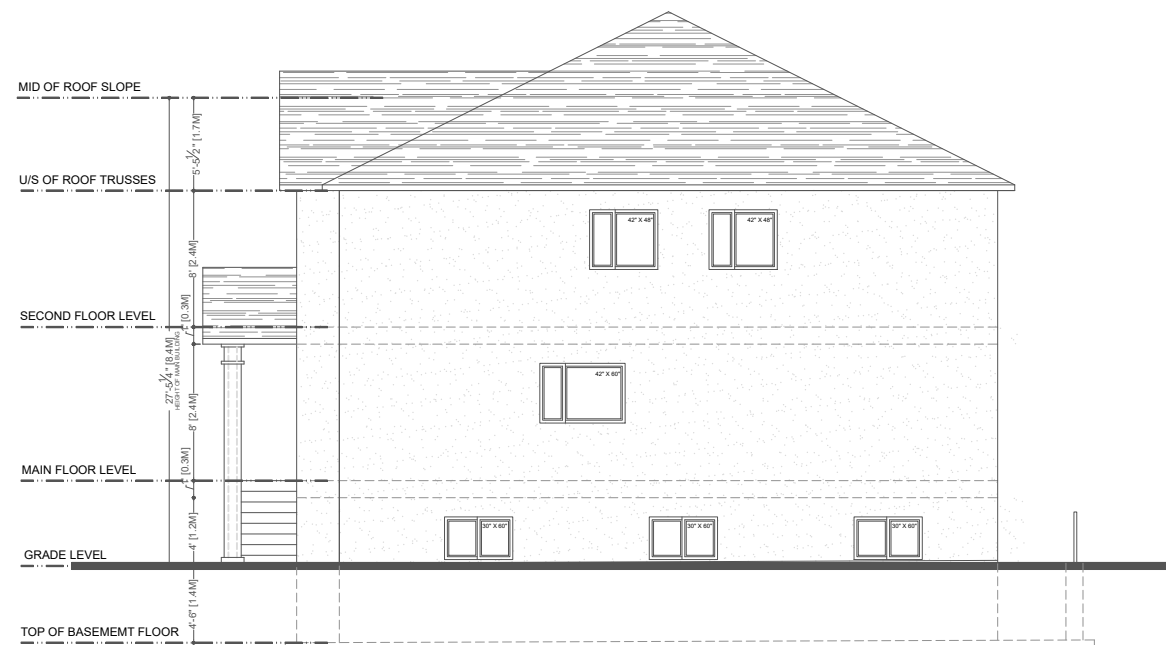
PROJECT ID : 1046_2025



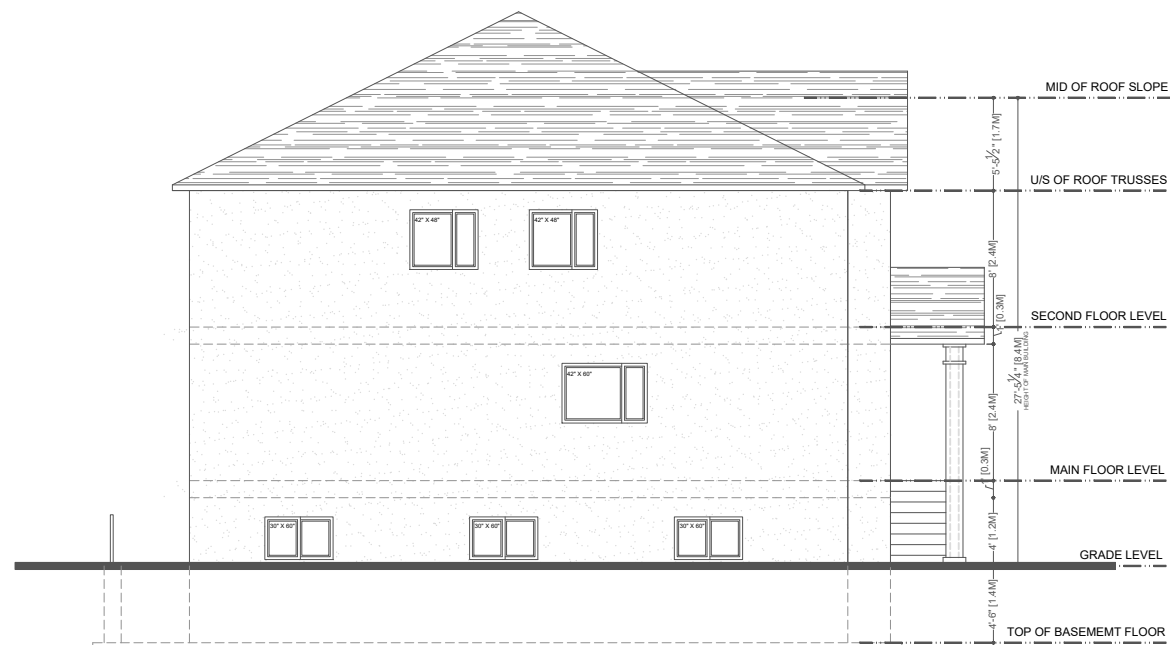
FRONT ELEVATION



REAR ELEVATION



RIGHT SIDE ELEVATION



LEFT SIDE ELEVATION

APPENDIX B – CONSULTATION

CANADA POST – BRUNO DESANDO

Canada Post has no comments for the attached application.

WINDSOR FIRE – CHRIS KREIBICH

No concerns at this time for fire.

SITE PLAN CONTROL

Site Plan is not applicable for this proposed development pursuant to the Planning Act and City of Windsor By-law 1-2004.

TRANSPORTATION PLANNING – AASHVI SARVAIYA

- **Land Conveyance**
A 1.8 m land conveyance along the Drouillard Road frontage is required.
- **Corner Cut-Off**
Not applicable.
- **Sidewalk**
Not applicable.
- **Parking**
All parking must comply with ZBL 8600; Otherwise, a parking study is required.
- **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).

Should you have any further questions or concerns, please contact Aashvi Sarvaiya, of this department at tda@citywindsor.ca.

ZONING COORDINATOR – STEFAN PAVLICA

Below is the zoning review summary for the *above-mentioned property*; circulated on August 4th, 2026:

- **Current Zoning Designation:** Commercial District 4.1 (CD4.1)
- **Proposed Zoning Designation:** Residential District 2.2 (RD2.2)
- **Existing Use [as per historical Building Permit(s) / Planning Act Applications(s)]:**
 - o Legal, non-conforming *Single Unit Dwelling*
- **Proposed Use:**
 - o *Semi-Detached Dwelling* with one (1) additional *dwelling unit* (in each semi) within the *main building*

- **Section 5 – General Provisions:**
 - COMPLIES
- **Section 11.2.5.2 – Residential District 2.2 (RD2.2) – Semi-Detached Dwelling:**
 - Minimum Lot Width [11.2.5.2.1]:
 - 15.0m (Required)
 - 18.3m (Provided)
 - Minimum Lot Area [11.2.5.2.2]:
 - 450.0m² (Required)
 - 557.4m² (Provided)
 - Maximum Lot Coverage [11.2.5.2.3]:
 - 45.0% (Required)
 - 35.0% (Provided)
 - Maximum Main Building Height [11.2.5.2.4]:
 - 9.0m (Required)
 - 8.4m (Provided)
 - Minimum Front Yard Depth [11.2.5.2.5]:
 - 6.0m (Required)
 - 7.5m (Provided)
 - Minimum Rear Yard Depth [11.2.5.2.6]:
 - 7.50m (Required)
 - 10.43m (Provided)
 - Minimum Side Yard Depth [11.2.5.2.7]:
 - 1.20m (Required)
 - 1.31m (Provided)
 - Maximum Gross Floor Area – Main Building [11.2.5.2.10]:
 - 400m² (Required)
 - 477m² (Provided)
- **Section 20 – Site Specific Zoning Exemptions:**
 - NOT APPLICABLE
- **Section 24 – Parking, Loading, and Stacking Provisions:**
 - COMPLIES
- **Section 25 – Parking Area Regulations:**
 - NOT APPLICABLE

TRANSIT WINDSOR – JASON SCOTT

Transit Windsor has no objections to this development. The closest existing transit route to this property is with the Central 3 with direct transit service along Drouillard. The closest existing bus stop is directly across the street from this property on Drouillard at Metcalfe northwest corner providing direct transit access to this development.

SPECIAL PROJECTS – KEVIN ALEXANDER

The applicant may be eligible for the following grants provided that the development can address the Ford City CIP and City of [Windsor Intensification Guidelines 2022.06.16](#).

New Residential Development Grant Program-- property owners are eligible to receive a grant of \$2,500 for every new *residential unit*, up to a maximum of \$50,000 per property. A

minimum of two (2) new *residential units* must be created in order to be eligible. Projects on *Infill Catalyst Sites* are eligible for a grant increase of up to \$5,000 per unit, up to \$50,000.

Building/Property Improvement Tax Increment Grant Program-- annual grant equal to 100% of the increase in municipal property taxes for ten (10) years, after the project is completed and reassessed.

Municipal Development Fees Grant Program-- a grant for 100% of the specified Municipal Development Fees, up to a maximum of \$50,000 per property.

**An application for any financial incentive program must be submitted to the City prior to the commencement of any works to which the financial incentive program will apply and prior to application for building permit.*

Please contact kalexander@citywindsor.ca as soon as possible regarding the Ford City CIP grants and how the development can address the goals of the Ford City CIP and Intensification Guidelines.

- Relocate the parking area to the rear of the site, and move the building closer to Drouillard Road, consistent with the development pattern established through recent approvals at **1377 Drouillard Road** and **1141-1145 Drouillard Road**.
- Revise the building design to better reflect the built form and urban design character of recent developments approved along the corridor, including the developments noted above.
- Incorporate durable, high-quality exterior materials that are characteristic of the area, such as red or brown brick masonry.

In addition, the following should be provided:

An **Urban Design Study**, may be required, should the proposal not adequately address the Intensification Guidelines or if additional analysis is necessary to demonstrate compatibility with the surrounding neighbourhood context.

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-221 or AS-222.
2. **Sewer Connections** – All existing and proposed storm, sanitary and water services must be identified on the drawings, as well as the associated mainline sewers/water mains.
 - Modify drawings to include all sewer connections and water services.
 - Identify any redundant connections to be abandoned in accordance with Engineering Best Practice BP1.3.3.
3. **Land Conveyance** – Schedule X classifies Drouillard Road as a C1_Collector road, requiring a right-of-way width of 24 metres. The current submission does not include this conveyance.
 - Modify drawings to include land conveyance of 1.8 metres.

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

Sewer Connections – The site is serviced by a 375mm sanitary sewer and a 450mm sewer located within the Drouillard Road Street right-of-way. All existing and proposed storm, sanitary and water services must be identified on the drawings, as well as the associated mainline sewers/water mains.

- Modify drawings to include all sewer connections and water services.
- Identify any redundant connections to be abandoned in accordance with Engineering Best Practice BP1.3.3.

Land Conveyance - Prior to the issuance of a construction permit, the owner(s) shall agree to gratuitously convey to the Corporation, land sufficient to create 24 metre wide right-of-way on Drouillard Rd. This conveyance shall be approximately 1.8 metres along the entire Drouillard frontage of the subject lands.

If you have any further questions or concerns, please contact Karen Kong, of this department at kkong@citywindsor.ca

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 x6851, ktang@citywindsor.ca, planningdept@citywindsor.ca
Windsor Manager of Culture and Events (A):
Michelle Staaedegaard, (O) 519-253-2300x2726, (C) 519-816-0711,
mstaaedegaard@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

ENWIN

Hydro Engineering: Keegan Morency Kendall

No Objection, provided adequate clearances are achieved and maintained.

Please note the following.

- 1- The pole line at the back of the property is owned by Bell.
- 2- ENWIN has overhead single phase 120/240V secondary conductors at the rear of the property.
- 3- ENWIN has overhead three phase 347/600V secondary conductors at the rear of the property.
- 4- ENWIN has overhead single phase 16kV primary conductor at the rear of the property.
- 5- ENWIN has a 100kVA, 16kV-120/240V single phase transformer at the rear of the property.

Prior to working in these areas, we would suggest notifying your contractor and referring to the Occupational Health and Safety Act and Regulations for Construction Projects to confirm clearance requirements during construction.

Water Engineering: Bruce Ogg

ENWIN Water has no objections.

DEVELOPMENT ENGINEERING – ROB PERISSINOTTI

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

Sewers The site may be serviced by a 300mm diameter PVC sanitary sewer and a 450mm diameter reinforced concrete sewer located within Drouillard Road right-of-way. If possible existing connections should be utilized. Any redundant connections shall be abandoned in accordance with the City of Windsor Engineering Best Practice B.P 1.3.3.

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

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

Drouillard Road is classified as Collector Road according to the Official Plan requiring a right-of-way width of 20 meters; the current right-of-way is 16.4 meters, therefore, a conveyance of 1.8 meters is required along the frontage of this property.

In summary we have no objection to the proposed development. If you have any further questions or concerns, please contact Gerry Rattew, of this department at grattew@citywindsor.ca

WALPOLE ISLAND FIRST NATIONS – PETER MAYHEW

Thank you for sharing the notice regarding the proposed Official Plan and Zoning By-law Amendments for 1356 Drouillard Road.

We have completed a review of the application to redevelop the existing residential lot into a 4-unit semi-detached dwelling. Based on the private urban location, previous ground disturbance, and connection to municipal services, we have no objections or concerns with this project moving forward.

We only ask that the standard accidental discovery procedures remain in place: if any historical artifacts or ancestral remains are uncovered during digging, all work must stop immediately, and our office must be contacted.

Subject: Zoning By-Law Amendment - Z 020-26 (ZNG-7388) 3105 Rankin Avenue - Ward 1

Reference:

Date to Council: October 5, 2026
Author: Averil Parent
Planner II - Development Review
519-255-6543 x6397
aparent@citywindsor.ca
Planning & Building Services
Report Date: 8/24/2026
Clerk's File #: Z/15212

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:

39. **WEST SIDE OF RANKIN AVENUE, BETWEEN WEST GRAND COURT AND NORFOLK STREET**

For the lands comprising of Lot 604, Part Block J, Registered Plan 1295, 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 525 m²*

[ZDM 8; ZNG/7388]

- II. THAT Zoning By-law 8600 **BE FURTHER AMENDED** by changing the zoning of Lot 604, Part Block J, Registered Plan 1295, known municipally as 3105 Rankin Avenue (Roll No. 080-200-08000), situated on the west side of Rankin Avenue between West Grand Court and Norfolk Street from RD1.4 to RD1.4x(39).

Executive Summary:

N/A

Background:**Application Information:****Municipal Address:** 3105 Rankin Avenue**Roll Number:** 080-200-08000**Ward:** 1**Planning District:** South Windsor**Zoning District Map:** 8**Applicant/Agent:** 2047337 Ontario Inc. (Andre Abouasli)**Owner:** Same as Applicant**Proposal:**

The applicant proposes one new semi-detached dwelling on the subject parcel. The semi-detached dwelling will be severed along the common wall. Two units are proposed in total, (one unit on each side), each having an attached garage. Four parking spaces accessed from Rankin Avenue are proposed (two spaces per unit). The subject parcel is currently vacant.

Requested Amendment: A site-specific amendment to the existing Residential District 1.4 (RD1.4) zoning to permit one new semi-detached dwelling as an additional permitted use, as well as a provision for increased maximum gross floor area.

Submission Documents: Application for Zoning By-law Amendment, Conceptual site plan/elevation drawings/floor plans (Appendix A), Planning Rational Report (PRR, see Appendix B), 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)	Vacant	Residential
LOT WIDTH	LOT DEPTH	LOT AREA	LOT SHAPE
25.27 m	32.92 m	867.24 m ²	Rectangular
<i>All measurements are provided by the agent and are approximate.</i>			

Neighbourhood:

The subject parcel is located in a residential area in South Windsor. See the PRR (Appendix B) for site image. The immediate area consists of low profile, single unit residential dwellings. Single unit dwellings continue to the east and south of the property, along with Vincent Massey Secondary School, Glenwood Public School, and the Capri Pizzeria Recreation Complex. North of the property is the Grand Marais Drain, and more single unit dwellings. Multiple dwelling condominiums and a commercial area exist to the northeast of the property, along Grand Marais Road. Single unit dwellings continue west to Highways 3 and 401.

Rankin Avenue is classified as a Local Road as per Official Plan Schedule F: Roads and Bikeways. Rankin Avenue has curbs, gutters, and a median with grass and trees. There is a sidewalk on the North side of the street, across from the proposed development. A large municipal tree was recently removed by City staff from the right-of-way in front of the property. There is one remaining municipal tree adjacent to the property. Parking is permitted on both sides of the street. Sanitary and storm sewers as well as a watermain are available within the Rankin Avenue right-of-way.

The closest existing transit route to this property is with Route 305 with direct service along Rankin. The closest existing bus stop to this property is located on Rankin at Grand Marais southwest corner. This bus stop is approximately 155 metres from this property falling within Transit Windsor's walking distance guidelines of 400 metres to a bus stop.

Public Open House:

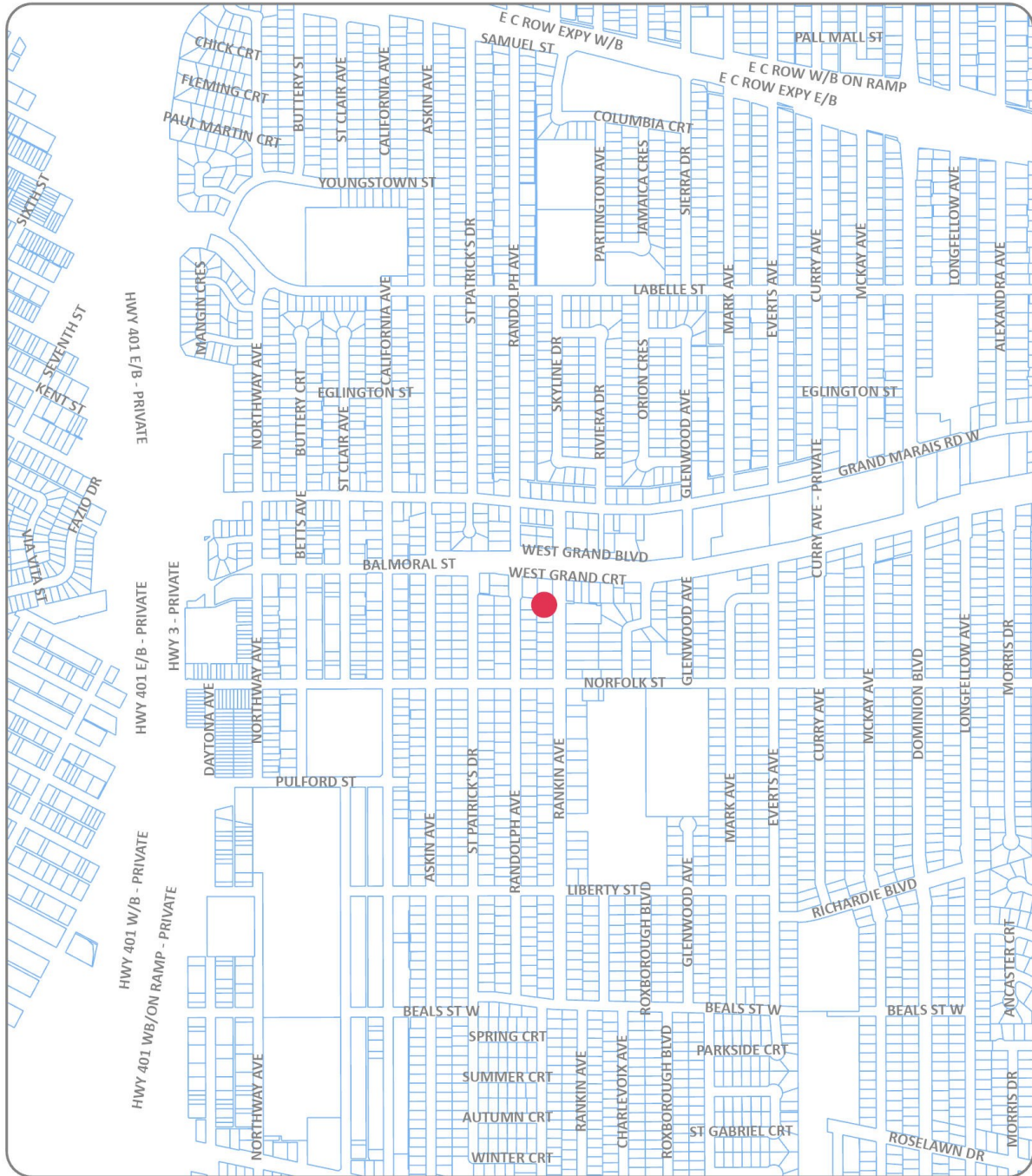
An Open House was held on Saturday May 9th, 2026 at the subject property. Notification of this meeting was distributed to residents and property owners within 200m of the subject site. In addition to the Applicant and City Staff, 9 residents signed in at the open house. Details of the Open House are summarized in Section 9.0 of the PRR.

Residents expressed concerns over potential reduction in available street parking, site drainage issues, potential building materials used, and whether additional dwelling units were being proposed. The applicant discussed the site plan and proposed semi-detached dwelling and noted the garages and parking provided on site, the brick and siding materials to be used, drainage requirements to be addressed through the building permit process, and that there are no additional dwelling units proposed. Most residents were satisfied with the proposal and the responses provided.

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 2 units proposed (potential of 6 units in total).	Single Unit Dwelling to Semi-Detached Dwelling (increase of one dwelling unit)	YES (Planning Rationale Report)
Lot Coverage			
Maximum 45%	31.4%	No change, proposal is well below maximum lot coverage	NO
Maximum Building Height			
9 m (2.5 storeys)	8 m (2.5 storeys)	No change.	NO
Gross Floor Area (Main Building)			
Maximum 400m ²	525m ²	31.25% 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 exceeded – 4 parking spaces proposed.	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-020/26 [ZNG-7388]



● SUBJECT LANDS

Figure 2: Neighbourhood Map



NEIGHBOURHOOD MAP - Z-020/26 [ZNG-7388]



SUBJECT LANDS

Figure 3: Rezoning



PART OF ZONING DISTRICT MAP 8

N.T.S.

REZONING

Applicant: 2047337 Ontario Inc.



SUBJECT LANDS

PLANNING & BUILDING DEPARTMENT



DATE : JULY 2026
FILE NO. : Z-020/26, ZNG-7388

Discussion:

Planning Rationale Report (HRK Realty Services Ltd. – July 4th, 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 states that “*the proposal represents efficient use of land in a compact form..., and that the scale of the proposed development is consistent with that of the established neighbourhood*”. The report concludes that the development is consistent with the Provincial Planning Statement, conforms with the intent and purpose of the Official Plan and represents good planning.

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.

The PPS promotes complete, compact, and sustainable communities by encouraging a range of housing options and densities, efficient use of land and infrastructure, residential intensification within existing settlement areas, support for active transportation and transit, and development patterns that address climate change and make efficient use of municipal services.

The proposed semi-detached dwelling containing two residential units, which will contribute to the supply and diversity of housing within the neighbourhood and represents an appropriate form of residential intensification. The development makes efficient use of an existing urban lot and municipal infrastructure, supports active transportation and transit use, and contributes to a compact urban form. The site is fully serviced by existing municipal water, wastewater, and stormwater infrastructure and does not require the expansion of settlement boundaries.

Section 4.1 of the PRR provides a summary of the key policy considerations of the PPS as it relates to the proposed development. Overall, the proposal represents an efficient and appropriate form of development that expands housing opportunities, supports complete community objectives, and optimizes existing infrastructure and public services. Planning & Development Services is satisfied that the proposed amendment to Zoning By-law 8600 is consistent with the policy direction of the Provincial Planning Statement, 2024.

City of Windsor Official Plan

The subject parcel is designated Residential under *Schedule D – Land Use* of the Official Plan (OP). Residential policies are presented in section 6.3, Volume 1 of the Official Plan. Section 4.2 of the PRR provides a summary of the key policy considerations of the OP as it relates to the proposed development.

The Official Plan supports a diverse range of housing options while encouraging compact neighbourhoods and promoting appropriate residential redevelopment, infill, and intensification to make efficient use of land, infrastructure, and transportation networks (6.3.1.1, 6.3.1.2 and 6.3.1.3). The proposed low profile semi-detached dwelling represents a complementary and compact form of housing, redevelopment, and intensification that is located near active and public transportation.

Section 6.3.2.1 stipulates that low profile and medium profile dwelling units are permitted within the Residential land use designation. The proposed development of a semi-detached dwelling is classified as a Low Profile development under Section 6.2.1.2 (a) and therefore complies with this policy.

The analysis presented in the PRR indicates that the proposed development satisfies the Locational Criteria (6.3.2.4) and Evaluation Criteria (6.3.2.5) for a residential development within an existing neighbourhood, as well as the Infill Development (8.7.2.3) policies of the Official Plan. Relevant policies in Windsor's Intensification Guidelines are also addressed in the analysis.

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. The recommended amendment to Zoning By-law 8600 conforms to the overall policy direction of the OP.

Zoning By-Law 8600

The subject land is zoned Residential District 1.4 (RD1.4) 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 increased maximum gross floor area of the main building. The development must comply with all other applicable zoning provisions.

The proposed semi-detached dwelling has a building footprint of 272.4m² and will result in a lot coverage of 31%. Along this section of Rankin Avenue, existing residential dwellings have building footprints ranging from approximately 130m² to 560m², with an average size of 208m². Lot coverage along this street is particularly low, especially along the east side of Rankin avenue, as the lots on that side of the street are over 30 meters deep. On the west side of Rankin, the lot coverage ranges from 21% to 31%, with an average of 27%. The proposed lot coverage is well below the maximum 45% and similar to properties in the area.

The increase in gross floor area accommodates attached garages for each semi-detached dwelling unit. Both attached and detached garages are present on many homes along Rankin Avenue. Planning Staff agree with the analysis in the PRR that the increased gross floor area will not result in any adverse impacts on the subject property or surrounding land uses. As per the Zoning By-law, one parking space is required for each main dwelling unit located in a semi-detached dwelling. This proposal exceeds the parking requirement as four (4) parking spaces are provided.

The scale of the proposal is considered appropriate within the policy framework that encourages intensification and more efficient land use. The proposed development will maintain compliance with the RD1.4 zoning building envelope with respect to building height and setbacks. The semi-detached dwelling is compatible with the established neighbourhood and existing streetscape.

The Applicant's request for a change in zoning with a site-specific provision is supported.

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.

The recommendation to amend Zoning By-law 8600 constitutes good planning. Administration recommends 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:

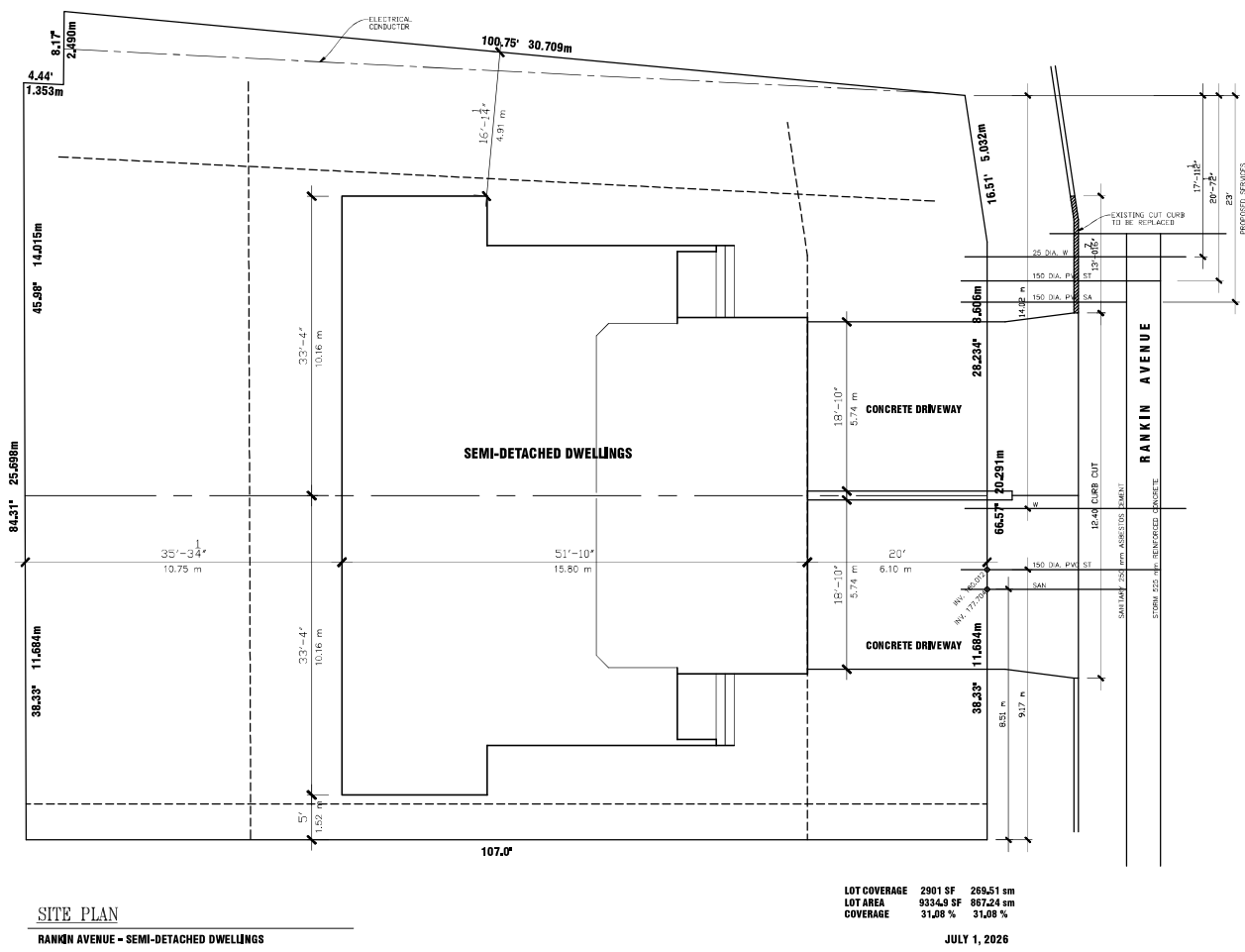
Name	Address	Email

Appendices:

Appendix A: Conceptual Site Plan, Floor Plans and Elevations

Appendix B: Planning Rationale Report

Appendix C: Consultations



SITE PLAN
 RANKIN AVENUE - SEMI-DETACHED DWELLINGS



JULY 6, 2026

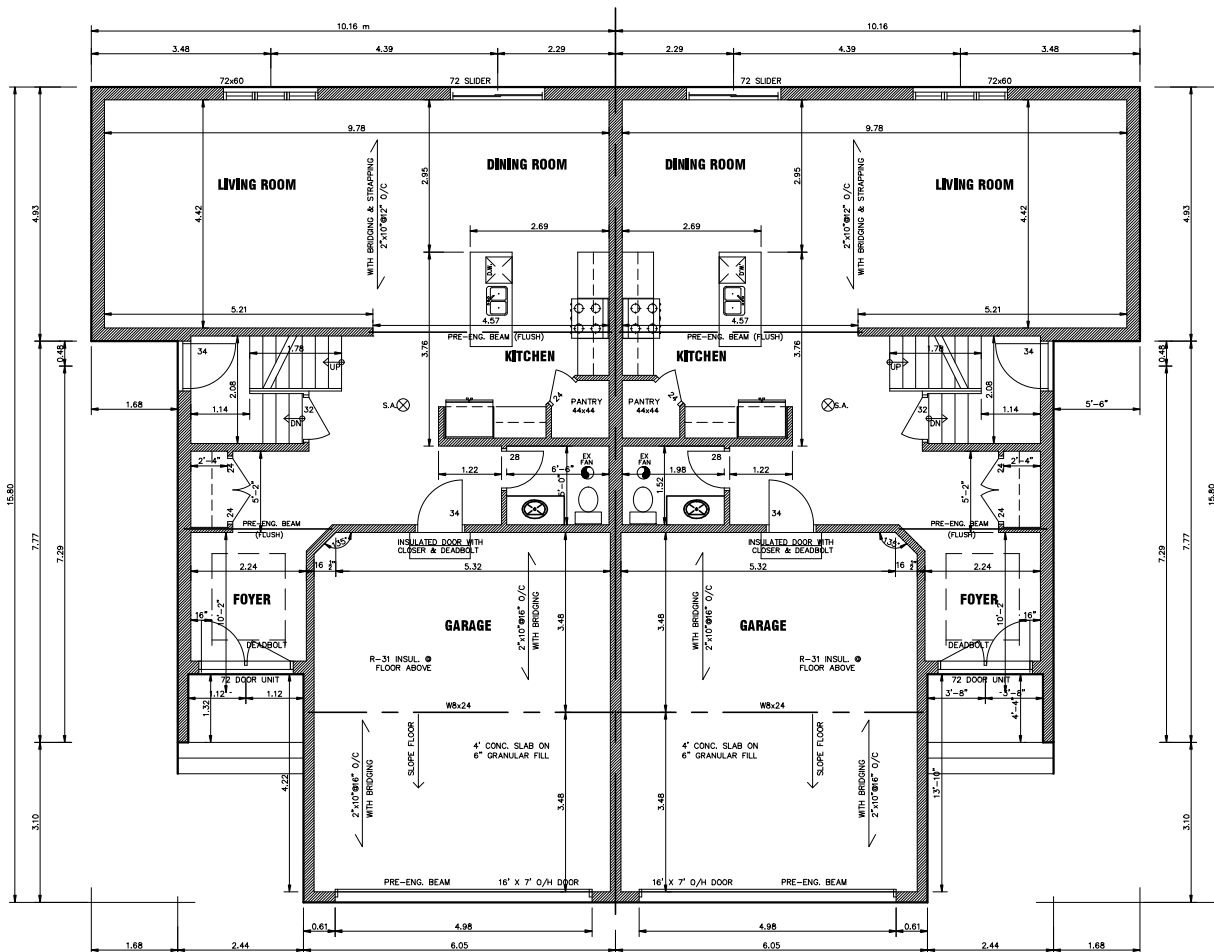
JULY 1, 2026
 JUNE 2, 2026

SITE PLAN

SCALE: 3/16" = 1'-0"

3105 RANKIN AVENUE

SEMI-DETACHED DWELLING

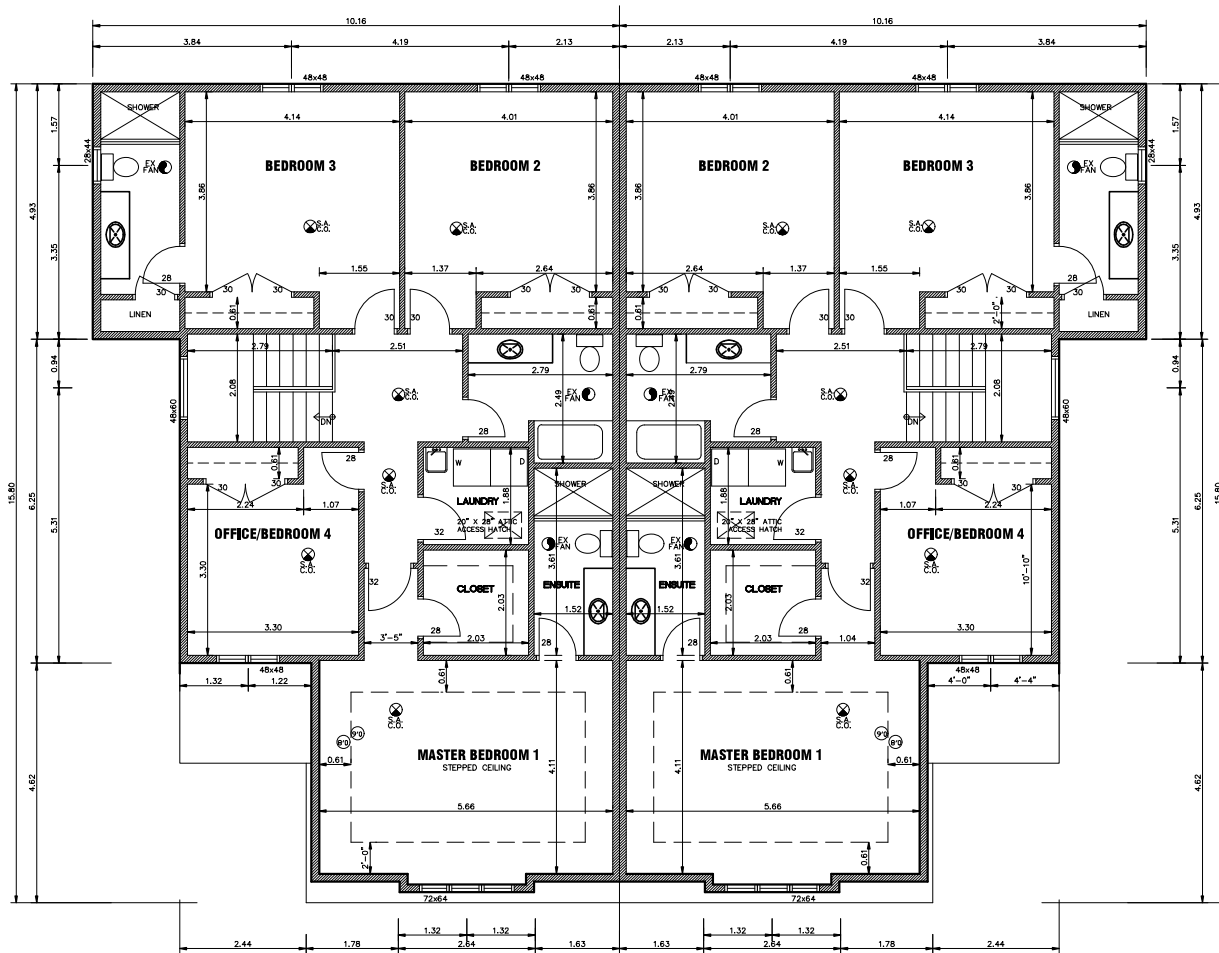


MAIN FLOOR PLAN

RANKIN AVENUE - SEMI-DETACHED DWELLINGS

JULY 1, 2026

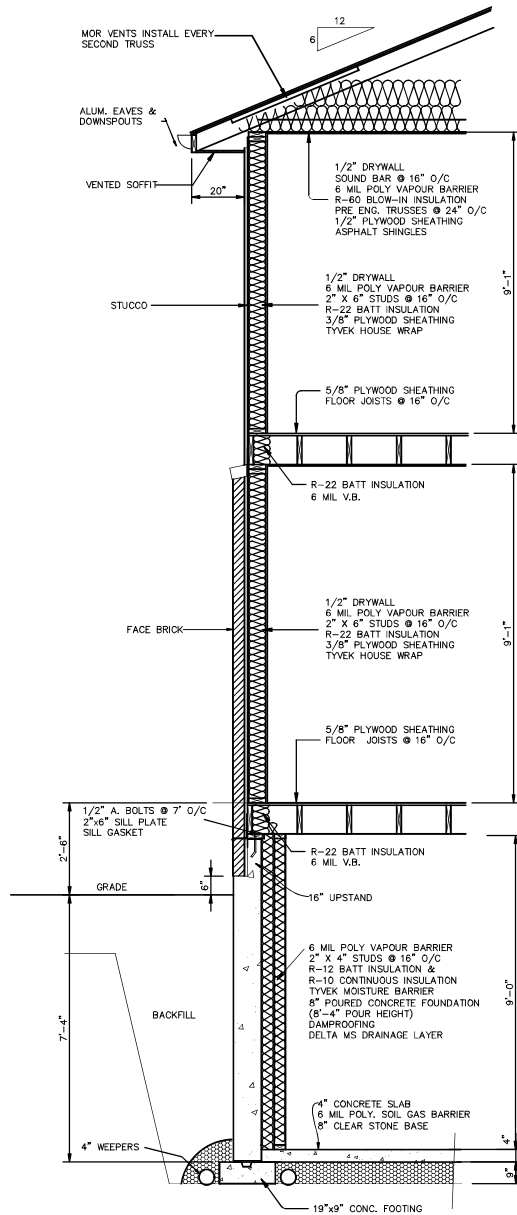
SECOND FLOOR	1395 SF	128,49m
MAIN FLOOR	957 SF	88,01 m
TOTAL	2342 SF	217,50 m



SECOND FLOOR PLAN

RANKIN AVENUE - SEMI-DETACHED DWELLINGS

JULY 1, 2026



COMPLIANCE PACKAGE A1

WALL SECTION

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

JULY 1, 2026



PLANNING RATIONALE REPORT

3105 Rankin Avenue, City of Windsor

Abstract

This Planning Rationale Report is in support of a zoning by-law amendment to permit a semi-detached dwelling building in the City of Windsor.

Date: May 29, 2026 (Revised July 4, 2026)

HRK Realty Services Ltd.
416-220-6903 hkersey4@gmail.com

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Figure 1 - Location Map on Page 2

Figure 2 – Proposed Development Sketch on Page 3

Figure 3 – Lot View from Rankin Avenue_ on Page 4

Appendix “A” Open House Notice on Pages 17 & 18

Appendix “B” Open House Materials on Pages 19, 20 & 21

Appendix “C” Sign-In Sheet from the Open House on Page 22

1.0 Description of the Proposal

2047337 Ontario Inc. is the registered owner of the property at municipal address 3105 Rankin Avenue. The lands are legally described as Lot 604, Part of Block J, and Part of Alley Closed, Registered Plan 1295, in the City of Windsor, herein referred to as the “Subject Property”.

The owner proposes to develop the vacant property for a new semi-detached dwelling building as an additional permitted use. Two semi-detached dwelling units are proposed in total with one on each side of the semi-detached building.

The proposal will require approval of a zoning by-law amendment application, and municipal consent to sever the property.

Figure 1 – Location Map

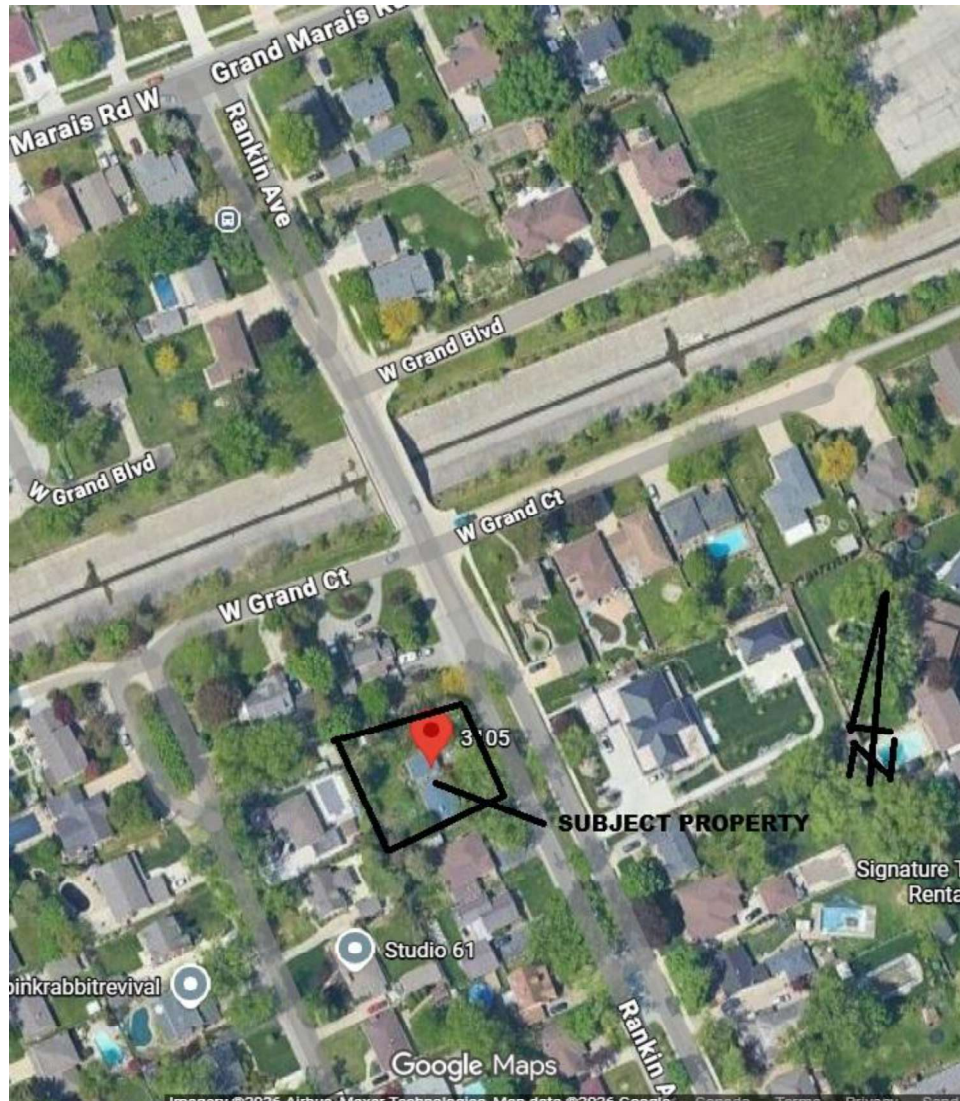
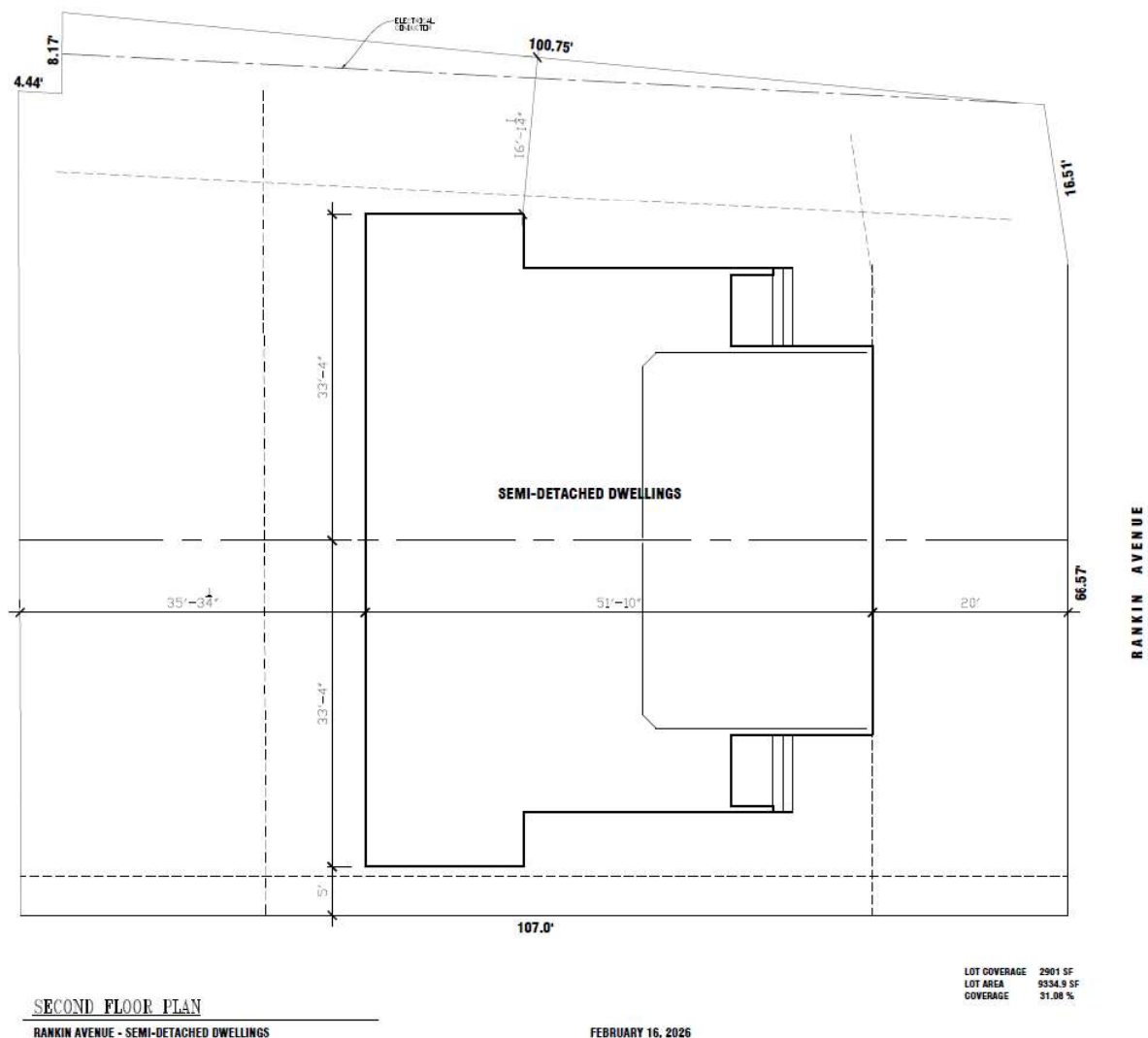


Figure 2 – Proposed Development Sketch (For clarity please refer to full size plan)



The Subject Property located on the west side of Rankin Avenue has a frontage of approximately 25.25 metres (82.83'), a depth of approximately 32.61 metres (107') with an area of approximately 867.24 square metres (9,335 sf).

Pre-consultation with City of Windsor planners informs that a minor zoning by-law amendment to the Residential District 1.4 (RD1.4) is required to add semi-detached dwelling as an additional permitted use.

2.0 History of the Property

The Subject Property was acquired by its current owner 2047337 Ontario Inc. on July 30, 2025.

Registered Plan 1295 was registered in the year 1928. To the knowledge of the current owner the Subject Property the lands have always been designated Residential in the City's Official Plan, and in the RD1.4 zone category according to City of Windsor Zoning By-law 8600.

3.0 Physical Features of the Subject Lands

Structures

There are no vertical structures on the Subject Property. There is a wood utility pole with a transformer located at the front of the property at its north boundary.

Figure 3 – Lot View From Rankin Avenue



Vegetation

The Subject property has manicured lawns in both the front and rear yards. There is a large deciduous tree on the south side of the Subject Property in the front yard.

Topography

The Subject Property is generally level.

Other Physical Features

There are remnants of the asphalt driveway and a concrete pad in the location of the former garage.

Surrounding Land Uses

North of the Subject Lands are low profile residential dwellings fronting on West Grand Court.

South and West of the Subject Property on Rankin Avenue are low profile residential dwellings.

East of the Subject Property are low profile residential dwellings on the opposite side of Rankin Avenue.

4.0 Planning Policy Documents

On November 28, 2022, the Ontario provincial government passed Bill 23 More Homes, Built Faster: Ontario's Housing Supply Action Plan 2022–2023 to address Ontario's housing crisis. The government has committed to getting 1.5 million homes built over the next 10 years.

More Homes, Built Faster is part of a strong foundation on which 1.5 million homes can be built over the next 10 years – in partnership with municipalities, the private sector, not-for-profits and the federal government.

On June 6, 2024, Bill 185 Cutting Red Tape to Build More Homes Act received Royal Assent.

The Ontario government provides that housing will remain a key focus and they will continue to take action: so young people can afford a starter home and students can focus on their studies rather than next month's rent; so newcomers can find a home in a welcoming community; so seniors can downsize in neighbourhoods they love; and so all Ontarians can find the home that best meets their needs and budget.

The proposed redevelopment of the Subject Property for 2 semi-detached dwellings will contribute to addressing Ontario's stated needed housing supply.

4.1 Provincial Planning Statement, 2024

The Provincial Planning Statement (PPS) provides policy direction on matters of a provincial interest related to land use planning and development. The PPS provides for appropriate development while protecting resources of a provincial interest, public health and safety, and the quality of the natural and built environments. The PPS supports improved land use planning and management, which contributes to a more effective and efficient land use planning system.

The policies of the PPS are complemented by locally generated policies regarding matters of municipal interest. Provincial plans and municipal official plans provide a framework for comprehensive, integrated, place based and long-term planning that supports and integrates the principles of strong communities, a clean and healthy environment and economic growth, for the long term.

The PPS requires that land use planning decisions made by municipalities, planning boards, the province, or a commission or agency must be consistent with the Provincial Planning Statement. The vision of the PPS is long term prosperity and social well-being of Ontario that depends on planning for strong, sustainable, and resilient communities for people of all ages, a clean and healthy environment, and a strong and competitive economy.

The PPS provides that Ontario will increase the supply and mix of housing options, addressing the full range of housing affordability needs. Every community will build homes that respond to changing market needs and local demand. Providing a sufficient supply with the necessary mix of housing options will support a diverse and growing population and workforce, now and for many years to come.

Ontario will increase the supply and mix of housing options, addressing the full range of housing affordability needs. Every community will build homes that respond to changing market needs and local demand. Providing a sufficient supply with the necessary mix of housing options will support a diverse and growing population and workforce, now and for many years to come.

2.2 Housing

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

b) permitting and facilitating:

- 1. all housing options required to meet the social, health, economic and wellbeing requirements of current and future residents, including additional needs housing and needs arising from demographic changes and employment opportunities;*
- and*

2. all types of residential intensification, including the development and redevelopment of underutilized commercial and institutional sites (e.g., shopping malls and plazas) for residential use, development and introduction of new housing options within previously developed areas, and redevelopment, which results in a net increase in residential units in accordance with policy 2.3.1.3.

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

This proposal is in keeping with the policy to promote increased density, thus making efficient use of infrastructure and public services.

The Subject Property is within a Settlement Area in keeping with PPS subsection 2.3.1.1.

2.3.1.2 Land use patterns within settlement areas should be based on densities and a mix of land uses which:

- a) efficiently use land and resources;*
- b) optimize existing and planned infrastructure and public service facilities;*
- d) are transit-supportive, as appropriate*

2.3.1.3 Planning authorities shall support general intensification and redevelopment to support the achievement of complete communities, including by planning for a range and mix of housing options and prioritizing planning and investment in the necessary infrastructure and public service facilities.

This proposal to redevelop the property for 2 semi-detached dwelling units complies with the above PPS land use planning policies (2.3.1.2 and 2.3.1.3) within settlement areas.

Given that the proposal to redevelop the land parcel to accommodate 2 semi-detached dwelling units is in keeping with many aspects of the PPS and does not offend any aspect of the PPS.

4.2 City of Windsor Official Plan

The Subject Property is in the “South Windsor” planning district according to Schedule “A” Planning Districts & Policy Areas map attached to the Official Plan for the City of Windsor.

The City’s development strategy provided in Section 3 of the Official plan in part includes: *“the policies of this Plan are directed toward accommodating the projected growth through practical and efficient land use management strategies that promote a compact pattern of development and balanced transportation system. Compatible residential, commercial and employment growth will be directed to appropriate locations within existing and planned neighbourhoods to reduce development and infrastructure costs and provide opportunities to live, work and shop in proximity. This concept will enable Windsor to continue its growth and foster a vibrant economy, while ensuring a safe, caring, and diverse community and a sustainable, healthy environment”.*

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

The Subject Property is designated “Residential” according to Schedule “D” Land Use map attached to the Official Plan for the City of Windsor.

Official Plan subsection 6.1.14 regarding residential intensification reads: *To direct residential intensification to those areas of the city where transportation, municipal services, community facilities and goods and services are readily available.*

The proposal is to divide the parcel for 2 semi-detached dwelling units in an area that has access to public transportation and has readily available municipal services.

Objectives for Residential development in the OP include:

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

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

6.3.2.3 For the purposes of this Plan, Low Profile housing development is further classified as follows: (a) small scale forms: single detached, semi-detached, duplex and row and multiplexes with up to 8 units.

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)

The location criteria in for residential intensification appears to pertain to residences other than low profile housing. However, the proposed semi-detached dwelling units are located close to a collector road, have full municipal services, is in an area of ample community services and open spaces, and is close to public transit routes.

Subsection 6.3.2.5 provides evaluation criteria for a neighbourhood development pattern. The first criteria is that the development is feasible having regard to the other provisions of this Plan, provincial legislation, policies and appropriate guidelines and support studies for uses. This planner's opinion is that the proposed development is feasible having regard to other provisions of the City of Windsor's Official Plan, provincial legislation and policy, and appropriate guidelines for development in the City of Windsor.

The Subject Property is not in an identified constraint area according to Schedule "C" of the Official Plan, it is not close to a source of nuisance, is not within a site of potential or known contamination, is not where traffic generation and distribution is a provincial or municipal concern; nor is it adjacent to heritage resources.

Subsection 6.3.2.5 c) In existing neighbourhoods, compatible with the surrounding area in terms of scale, massing, height, siting, orientation, setbacks, parking and amenity areas. We contend that the introduction of 2 semi-detached dwelling units on the Subject Property is compatible with the surrounding area in terms of scale, massing, height, siting, orientation, setbacks, parking and amenity areas. The single distinction is that a semi-detached dwelling is separated by a common wall.

City of Windsor Official Plan subsection 8.7.2.3 addresses urban design criteria for infill development such that it will function as an integral and complementary part of that area's existing development pattern by having regard for:

(a) Massing

This development proposal is to construct a low-profile residence among other low-profile residences.

(b) Building Height

The proposed semi-detached dwelling will be similar in height to other area buildings.

(c) architectural proportion.

Architectural proportion is like other dwellings in the area.

(d) Volume of defined space.

There are other similar sized residences with similar defined spaces in the area.

(e) Lot Size

The nature of semi-detached dwelling units is that they are typically developed on lots relatively smaller than the area single detached dwellings. While the lot size is smaller than those in the area does not define it as not compatible.

(f) Position Relative to the Road

The proposed semi-detached dwelling units will respect that front yard setbacks of other dwellings in the area.

(g) Building Area to Site Area Ratios

The nature of semi-detached dwelling units is that they typically are smaller buildings on smaller lots, and with a common wall tend to have larger building to site area ratios compared to single detached dwellings. While the building area to site area ratio is different than those in the area does not define it as not compatible.

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

Subdivision of a detached dwelling lot to accommodate 2 semi-detached dwellings is not consistent with the pattern and character of existing development in the area. However, the scale is similar.

(i) Exterior Building Appearance

The single difference in exterior building appearance is the joining of the dwelling units along a common boundary line separating the dwelling units.

(j) Council adopted Design Guidelines that will assist in the design and review of applications for development in accordance with the policies noted above.

Division of the subject property to accommodate 2 semi-detached dwelling units is supported by the policies in the City's Official Plan, thus an amendment to the Official Plan is not required.

City of Windsor Intensification Guidelines June 2022

A desire of the provincial government is the delivery of a broader mix of housing types, including housing that is more affordable than the traditional housing stock.

Among the City's intensification priority areas is new development in "stable and mature neighbourhoods".

The guidelines note that in many of Windsor's neighbourhoods there is a diversity of building forms, housing types, streetscapes, and landscape features. Diversity is an element to be celebrated as a defining factor within each of these neighbourhoods. The proposed semi-detached dwelling unit building adds to the diversity of housing options in the stable south Windsor neighbourhood.

The City's Intensification guidelines have as its starting point to consider the tested definition of "Compatible Development", as follows:

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

Subsection 1.7 Compatible Development provides: *The intent for intensification in Windsor 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 intensification integrates with the existing context and co-exists in harmony with no undue physical or functional adverse impact on existing or proposed development in the area.*

In this planner's opinion, the introduction of a semi-detached low profile housing type is compatible in all respects with the surrounding single detached home types such that it can co-exist in harmony with no undue physical or functional adverse impact on existing development in the area.

Subsection 2.2 General Guidelines for all Development provides:

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 semi-detached dwelling in an area of low-profile housing maintains the built form character of the area.

Given that the proposed semi-detached dwelling is planned to face the street and comply with all setback regulations of the zoning by-law suggests that it is in accordance with subsection 2.2.1 site orientation.

Subsection 2.23 addresses access and parking. The design of the semi-detached dwelling will not have garage doors that dominate the front façade of the building and provide sufficient parking in the garage and in front of the home on the driveway consistent with other homes in the area.

Subsection 2.2.4 Landscape has as an objective to preserve mature trees. The applicant commits to preserving the mature City tree at the corner of the property as per City requirements.

Subsection 2.3 Modest Infill Development addresses single lot development which applies to this proposal. This subsection seeks 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-exists in harmony with no undue physical or functional adverse impact on existing or proposed development in the area.

The proposed semi-detached dwelling development does not substantially deviate from the existing established housing pattern. Additionally, the integration of a semi-detached dwelling development in this established neighbourhood will co-exist harmoniously with no undue physical or functional adverse impact on the existing development in the area.

The proposed semi-detached dwelling development has been planned to sensitively integrate with the existing character of the established neighbourhood.

The development will use building materials and will have architectural character like those found on existing area homes.

There is a variety of new and older homes in the neighbourhood such that the proposed new semi-detached dwelling will not look out of place and will not visually negatively impact the area.

The City's Intensification Guidelines support the proposed semi-detached dwelling on the Subject Property.

5.0 Zoning By-law

The subject property is in the Residential District 1.4 (RD1.4) zoning category in City of Windsor Comprehensive Zoning By-law 8600. The RD1.4 zone category permits:

- Existing Duplex Dwelling
- Existing Semi-Detached Dwelling
- One single unit dwelling (minimum lot width 18 metres)
- Any use accessory to the preceding uses

The proposal to develop the Subject Property for a new semi-detached dwelling does not comply with the permitted uses in the RD1.4 zone, therefore a zoning by-law amendment is required to facilitate the proposal.

Additionally, the proposal includes a Semi-Detached Dwelling with a gross floor area of 521 square metres whereas the RD1.4 zone regulations permit a maximum gross floor area of a main building of 400 square metres.

A proposed a zoning by-law amendment to add semi-detached dwelling as an additional permitted use, and to increase the maximum gross floor area in a main building from 400 square metres to 521 square metres, in the RD1.4 zone category is necessary to accommodate 2 semi-detached dwelling units on the Subject Property.

An increase in the maximum gross floor area in a main building from 400 square metres to 521 square metres is justified by the fact that the proposed building meets all the other RD1.4 building regulations. Furthermore, the Subject property is in an established neighbourhood of what can be described as family homes. The larger gross floor area will make the semi-detached dwelling units more conducive to accommodating families with children.

In this planner's opinion, the increase in maximum gross floor area (GFA) in the main building from 400 square metres to 521 square metres is minor as it meets the four tests for a minor variance in the *Planning Act* as follows:

- 1 The request is minor in nature.
- 2 The increase in maximum GFA is desirable for the development.
- 3 Maintains the general intent of the zoning by-law.
- 4 Maintains the general intent of the municipal Official Plan.

6.0 Site Suitability

The site is ideally suited to accommodate 2 semi-detached dwelling units for the following reasons:

- The land area is sufficient to accommodate 2 new semi-detached dwelling units.
- The intensification of the Subject Property is in keeping with the need for housing to meet the needs of intended users.
- The property is generally level which is conducive to easy vehicular movements.
- The property is fully serviced which provides for drainage through the municipal system.
- There are no natural or man-made impediments to construction.
- There are no identified environmental concerns from the proposed use of the property.

- The property is within walking distance to local shopping, community amenities, schools, banks, and active and passive public recreation areas.

7.0 Compatibility

The City of Windsor Intensification Guidelines June 2022 define compatibility as”

“Compatible development means development that may not necessarily be the same or similar to the existing buildings in the vicinity, but, nonetheless, enhances an established community and coexists with existing development without causing any undue adverse impact on surrounding properties.”

Essentially, the City’s Intensification Guidelines endorse development that will coexist without undue, adverse impact on surrounding properties. The proposed semi-detached dwellings on the Subject Property does not cause any undue adverse impact on surrounding properties.

8.0 Good Planning

The proposal represents good planning for the following reasons:

- The proposal will contribute positively to Windsor’s needed housing stock.
- The development represents efficient use of land in a compact form that minimizes land consumption and makes efficient use of existing public services.
- The development is transit supportive providing the opportunity for future residents to make optimum use of nearby public transit.
- The location in an established residential neighbourhood gives future residents ample opportunity to access nearby community amenities.
- The proposed development meets the City’s locational requirements: being on local roads; on full municipal services; adequate community services; and proximity to public transit.
- The scale of the proposed development is consistent with that of the established neighbourhood.

The fact that the proposal is supported by both provincial and municipal planning policy, and the site is suitable for the intended use on several criteria attests to the fact that the proposal represents good planning.

Precedent

While there are exclusively single detached residences within 150 metres of the Subject Property which is generally the context area where a new building is proposed, approximately 4 blocks to the west of the Subject Property the City of Windsor approved a similar application on a property at 3170 & 3178 California Avenue in late 2024. The

City approved adding a site-specific provision to permit a semi-detached dwelling as an additional permitted main use, subject to additional regulations. The approval resulted in special provision S.20(1) 514 in Zoning By-law 8600 that provides for semi-detached dwelling on lands zoned R1.4 which is identical zoning on the Subject Property.

9.0 Open House Report

An open house event sponsored by the applicant was held on Saturday May 9, 2026, from 3 to 5pm at the Subject Property. A notice of the open house was mailed to those on a list provided by the City of Windsor. In accordance with subsection 10.6.6 d) of the Official Plan provides that the open house report comprises:

- i. A summary of the results of the open house, including issues raised and responses received.

According to the applicant in attendance at the open house verbal comments made include:

- some asked about the parking situation. the concern was street parking. the response was that we do have 2 parking spots per unit and that respond seemed satisfactory.
- some asked about the possibility that we would be applying for Additional Dwelling Units (ADU) as permitted in the zoning by-law. The response from the applicant was no. The homes are built to be sold to house a single family in each unit without ADUs.
- some were concerned about the building process and the possibility that some water might be pooling in their back yard. The response was that we are building according to code and within the requirements set out in City of Windsor bylaws, and that the city requires a grading plan that includes a rear yard drainage system to ensure that there will not be standing water in the rear yard.
- some asked about the height of the building and that it might not match the Neighbourhood. The same couple asked about the external finishes of the structure and stated that they would not like to see only vinyl cladding. The applicant invited them to review the conceptual drawing presented that shows a stone finish, brick and vinyl, and that the brick may be extended the full depth of the building.
- only one attendee that has a definite negative comment of the proposal. His comment was that these types of developments will ruin the neighbourhood and said that he will be addressing his concerns with stage 2 of process. He declined to leave a written comment.
- couple of people came for the ride and didn't say much
- Everyone was offered a comment sheet to write and submit their thoughts, however all declined.

As required by the City of Windsor:

- ii. A copy of the notice of open house is attached hereto as Appendix “A”.
- iii. A copy of materials available at the open house are attached in Appendix “B”.
- iv. No written questions from the public were received.
- v. A copy of the attendee sign-in sheet is provided in Appendix “C”

The open house was attended by the applicant and a representative of the City’s Planning Department.

10 Conclusion

The proposal to develop the Subject Property for 2 semi-detached dwelling units requires a zoning amendment that in this planner’s opinion should be supported and approved by the City of Windsor for the following reasons:

- Is consistent with the Provincial Planning Statement 2024.
- meets the intent and purpose of applicable City Official Plan policies.
- is in keeping with the Community Strategic Plan that supports the local economy.
- the site is physically suitable to the proposed use.
- the proposal will add one low-profile building that is compatible with the surrounding neighbourhood.
- does not impact the private use and enjoyment of neighbouring properties.
- will not have any negative natural environment impacts.
- will not have any negative impacts on municipal services; and,
- will have a favourable positive impact on the City’s economic environment.

For the above reasons, it is this planner’s opinion that it is appropriate for the City of Windsor to approve a Zoning By-law Amendment application for the property at 3105 Rankin Avenue to add semi-detached dwelling as an additional permitted use, and to increase the maximum gross floor area from 400 square metres to 521 square metres.

HRK Realty Services Ltd.



Date: May 27, 2026 (Revised July 4, 2026)

Harold R. Kersey, RPP

President

APPENDIX “A”

NOTICE OF OPEN HOUSE

FOR

ZONING BY-LAW AMENDMENT (ZBLA) APPLICATION

(3105 Rankin Avenue)

DATE: Saturday May 9, 2026
TIME: 3:00 PM – 5:00 PM
Location: 3105 Rankin Avenue

APPLICANT: Andre Abouasli
AGENT: Hal Kersey, RPP (HRK Realty Services)
OWNER: 2047337 Ontario Inc.

PURPOSE: 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.

PROPOSAL: The owner proposes to develop a semi-detached dwelling building on the property. A total of two units are proposed one on each side of a common property line.

ADDITIONAL INFORMATION:



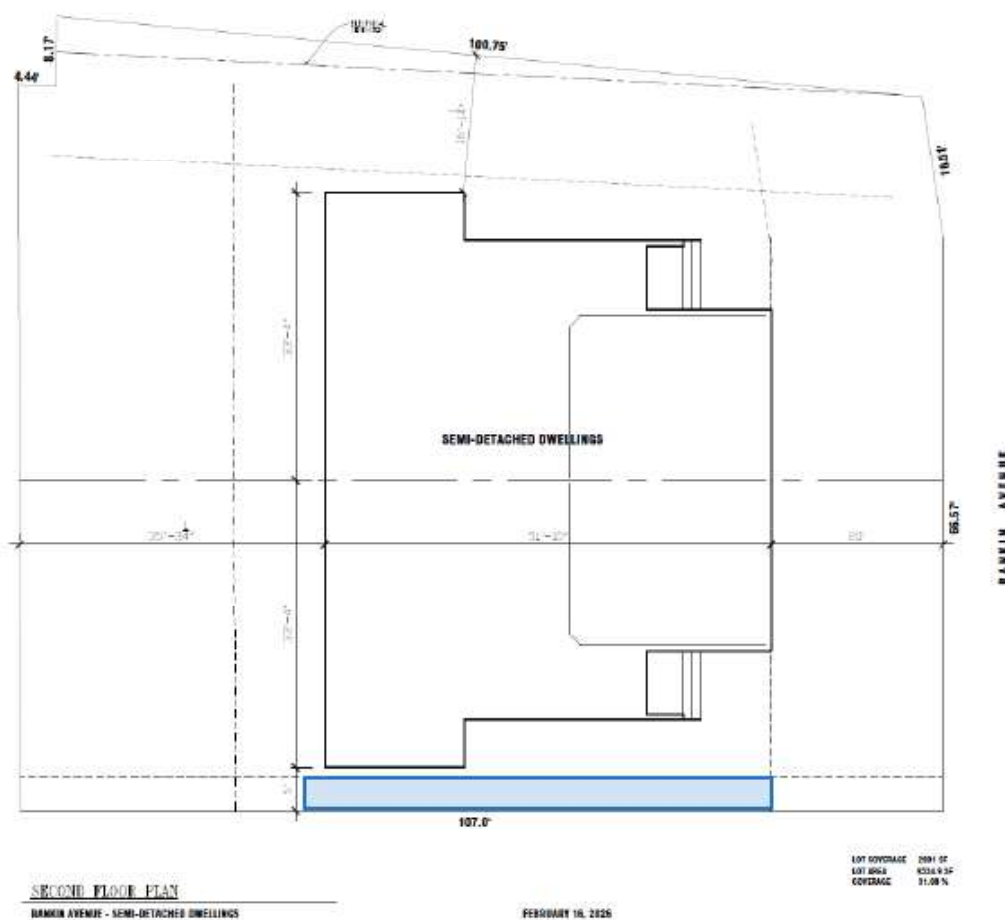
APPENDIX “A”

The City of Windsor will provide official notice in the Windsor Star and will mail a courtesy notice to all property owners and residents within 200 metres of the subject property and hold a statutory public meeting at the Development & Heritage Standing Committee and, later, with City Council in order to make the final decision on the amendment to Zoning By-law 8600.

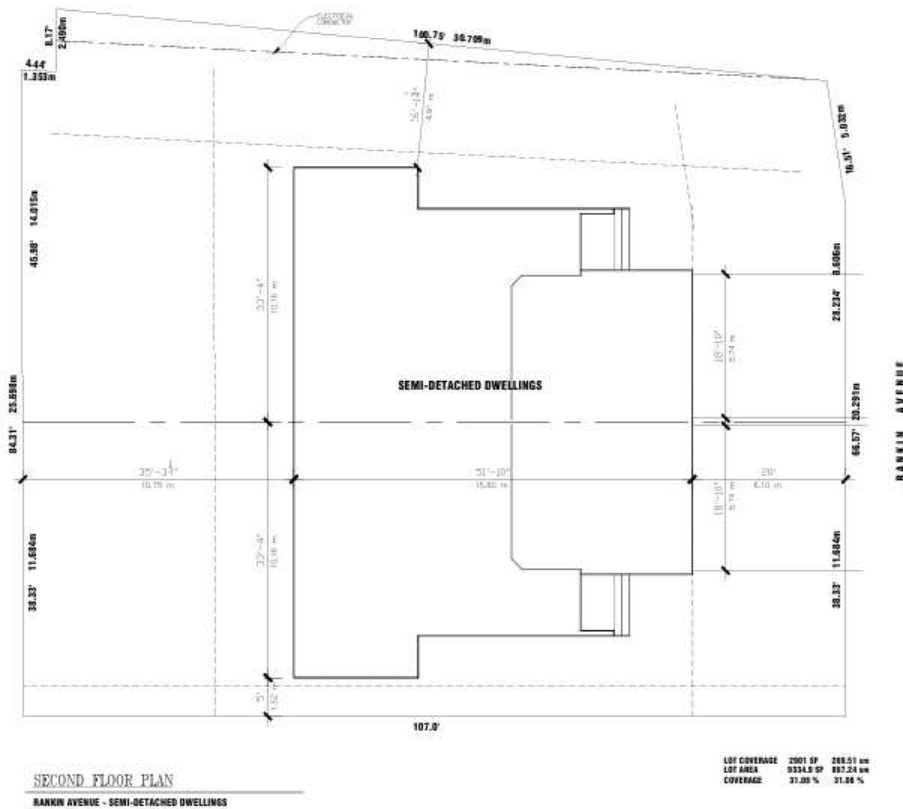
ATTENDANCE:

If you wish to attend the open house, view the conceptual drawings and/or submit comments, please contact Applicant/Agent, by phone, email, or regular mail at:

Andre Abouasli for
2047337 Ontario Inc., Windsor N9E 0A2
1-3001 Dougall Avenue,
Email: Andre4410@gmail.com
Ph. 519-999-9996

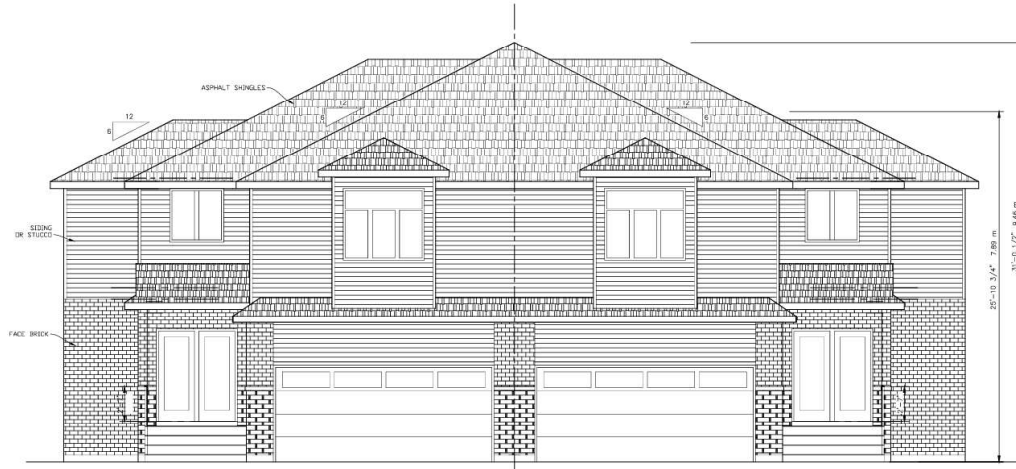


APPENDIX “B”



JUNE 2, 2026	SEMI-DETACHED DWELLING
3105 RANKIN AVENUE	SITE PLAN
	SCALE: 3/16" = 1'-0"

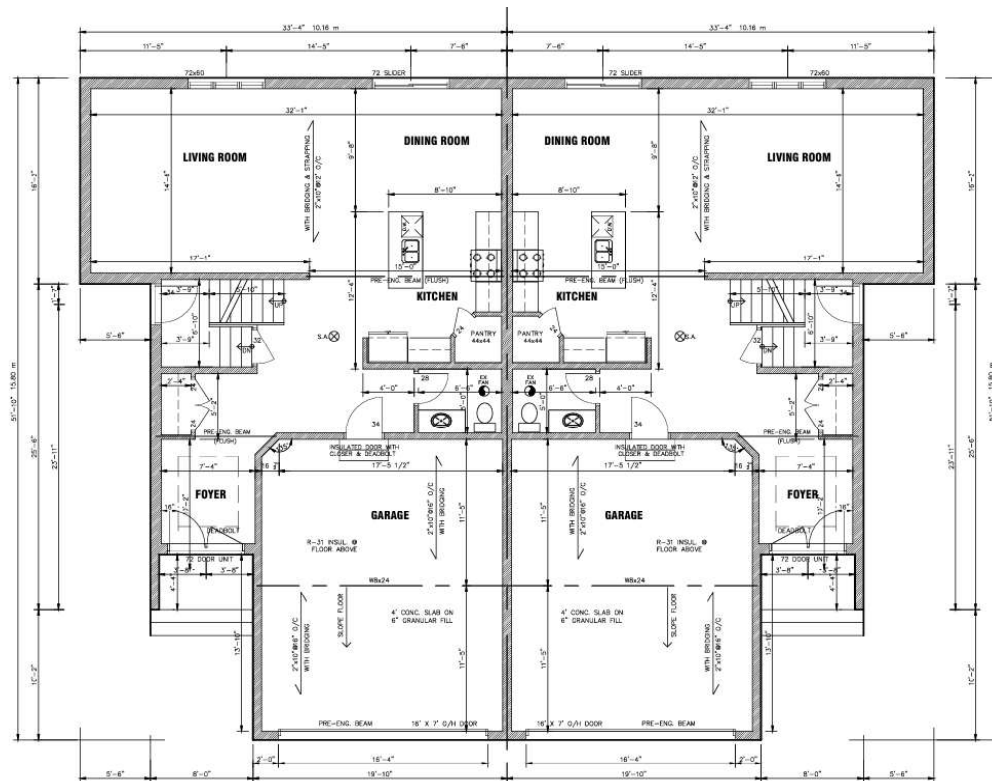
APPENDIX “B”



FRONT ELEVATION

RANKIN AVENUE - SEMI-DETACHED DWELLINGS

JUNE 2, 2026



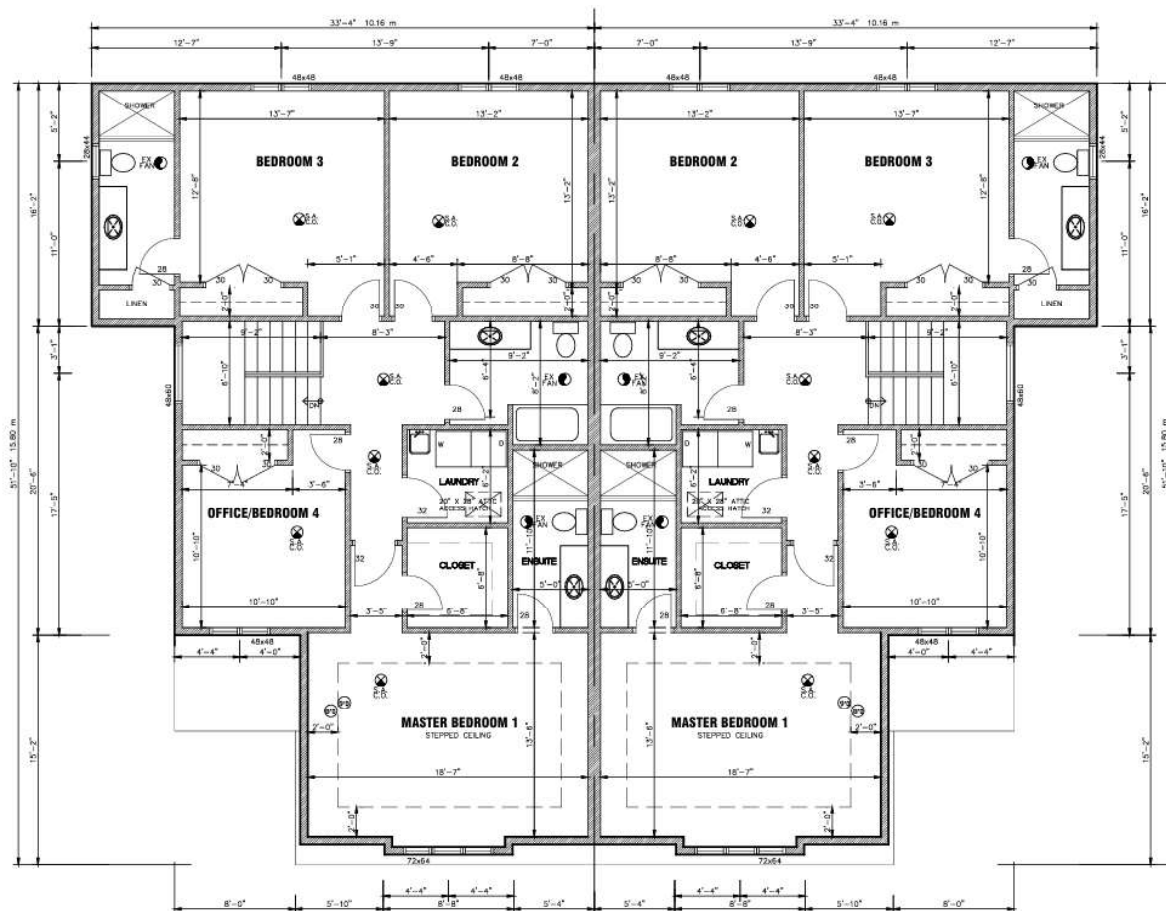
MAIN FLOOR PLAN

RANKIN AVENUE - SEMI-DETACHED DWELLINGS

JUNE 2, 2026

SECOND FLOOR	1305 SF	128.60m
MAIN FLOOR	1857 SF	183.81m
TOTAL	3162 SF	312.41m

APPENDIX “B”



SECOND FLOOR PLAN

RANKIN AVENUE - SEMI-DETACHED DWELLINGS

JUNE 2, 2026

APPENDIX “C”

OPEN HOUSE HELD AT 3105 RANKIN AVENUE, CITY OF WINDSOR
SATURDAY MAY 9, 2026
3:pm – 5:pm

OPEN HOUSE 3105 RANKIN AVENUE, CITY OF WINDSOR SIGN-IN ATTENDANCE RECORD

NAME	ADDRESS	PHONE	EMAIL ADDRESS
dave Paddon			
Kathy Reilly			
Bill Reilly			
Mike Spack			
John McDonald			
John Barker			
PHILLIS GILMAN			
Shelley Barker			
BRAND LUMBERT			

APPENDIX C – CONSULTATION

CANADA POST – BRUNO DESANDO

Canada Post has no comments for this application.

SITE PLAN CONTROL

Site Plan is not applicable for this proposed development pursuant to the Planning Act and City of Windsor By-law 1-2004.

DEVELOPMENT ENGINEERING – JAEGER KING

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

Sewers The site may be serviced by a 250mm sanitary sewer and a 525mm storm sewer located within Rankin Avenue right-of-way. If possible existing connections should be utilized. Any redundant connections shall be abandoned in accordance with the City of Windsor Engineering Best Practice B.P 1.3.3.

Right of-Way

Rankin Avenue is classified as a Local Road according to the Official Plan requiring a right-of-way width of 20m; the current right-of-way is 26.2m, therefore, no conveyance is required at this time.

In summary we have no objection to the proposed development.

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

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

Should you have any further questions or concerns, please contact Aashvi Sarvaiya, of this department at tda@citywindsor.ca.

WINDSOR FIRE – CHRIS KREIBICH

Windsor Fire does not object to this application providing that:

1. All requirements of the Ontario Building Code and City of Windsor's Building Department will be met, including the requirements of fire department access to a building(s) and provisions for firefighting.
2. Combustible material shall not be stored on a roof or adjacent to any building so as to create a fire hazard to the building or its occupants as required by Division B, Section 2.4.1.1. (4) of Ontario Regulation 213/07.
3. All applicable municipal bylaws shall be met and will be reviewed in the construction permit issuance process.

ZONING COORDINATOR – STEFAN PAVLICA

Below is the zoning review summary for the *above-mentioned property*; circulated on July 21st, 2026:

- **Current Zoning Designation:** Residential District 1.4 (RD1.4)
- **Proposed Zoning Designation:** Residential District 1.4 (RD1.4) w/ site-specific S.20(1)XXX
- **Existing Use [as per historical Building Permit(s) / Planning Act Applications(s)]:**
 - o *Single Unit Dwelling*
- **Proposed Use:**
 - o *Semi-Detached Dwelling*
- **Section 5 – General Provisions:**
 - o COMPLIES
- **Section 10.4.5.1 – Residential District 1.4 (RD1.4):**
 - o Minimum Lot Width [10.4.5.1]:
 - 15.0m (Required)
 - ±26.8m (Provided)
 - o Minimum Lot Area [10.4.5.2]:
 - 450.0m² (Required)
 - 867.2m² (Provided)
 - o Maximum Lot Coverage [10.4.5.3]:
 - 45.0% (Required)
 - 31.4% (Provided)
 - o Maximum Main Building Height [10.4.5.4]:
 - 9.0m (Required)
 - 7.9m (Provided)
 - o Minimum Front Yard Depth [10.4.5.5]:
 - 6.0m (Required)
 - 6.1m (Provided)
 - o Minimum Rear Yard Depth [10.4.5.6]:
 - 7.50m (Required)
 - 10.72m (Provided)
 - o Minimum Side Yard Depth [10.4.5.7]:
 - 1.20m (Required)
 - 1.52m (Provided)

- Maximum Gross Floor Area – Main Building [10.4.5.10]:
 - 400m2 (Required)
 - 521m2 (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

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

Sewer Connections – The site is serviced by a 250mm sanitary sewer and a 525mm storm sewer located within the Rankin Avenue Street right-of-way. All existing and proposed storm, sanitary and water services must be identified on the drawings, as well as the associated mainline sewers/water mains.

- Modify drawings to include all sewer connections and water services.
- Identify any redundant connections to be abandoned in accordance with Engineering Best Practice BP1.3.3.

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

HERITAGE PLANNING – KRISTINA TANG



NO SUPPORTING INFORMATION REQUIRED

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 x6851, 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

ENWIN

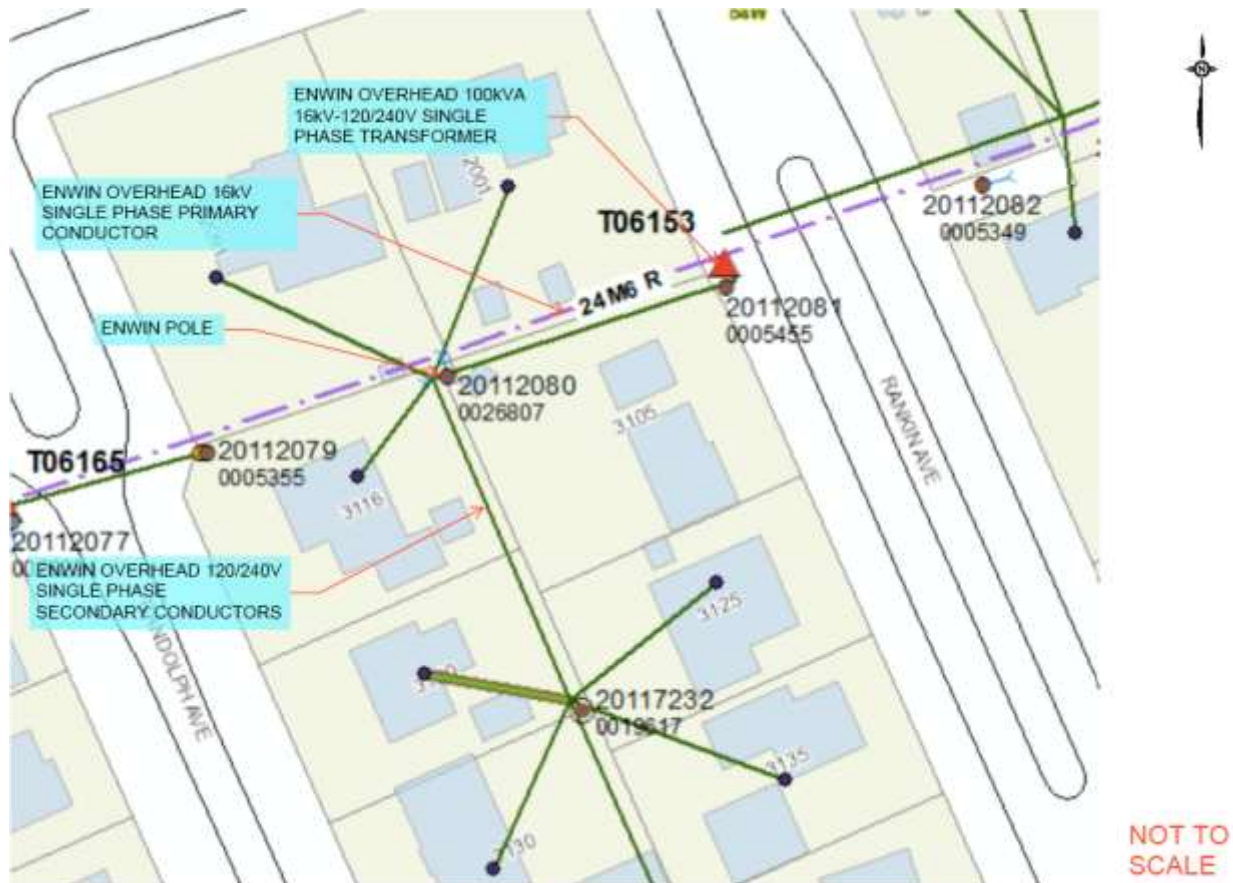
Hydro Engineering: Keegan Morency Kendall

No Objection, provided adequate clearances are achieved and maintained.

Please note the following.

- 1- ENWIN has a pole line on the west and north side of the property.
- 2- ENWIN has overhead single phase 120/240V secondary conductors at the west and north side of the property.
- 3- ENWIN has overhead single phase 16kV primary conductor on the north side of the property.
- 4- ENWIN has a pole at the northwest corner of the property that contains a 100kVA, 16kV-120/240V single phase transformer.

Prior to working in these areas, we would suggest notifying your contractor and referring to the Occupational Health and Safety Act and Regulations for Construction Projects to confirm clearance requirements during construction.



Water Engineering: Bruce Ogg
ENWIN Water has no objections.

TRANSIT WINDSOR – JASON SCOTT

Transit Windsor has no objections to this development. The closest existing transit route to this property is with Route 305 with direct service along Rankin. The closest existing bus stop to this property is located on Rankin at Grand Marais southwest corner. This bus stop is approximately 155 metres from this property falling within Transit Windsor's walking distance guidelines of 400 metres to a bus stop.

Council Report: S 97/2026

Subject: Zoning By-law Amendment for the property municipally known as 4470 North Service Road East; Applicant: Atwan Development Inc., File No. Z-017/26 [ZNG/7382]; Ward 5

Reference:

Date to Council: October 5, 2026
Author: Justina Nwaesei, MCIP, RPP
Planner III - Development
519-255-6543, ext. 6165
jnwaesei@citywindsor.ca
Planning & Building Services
Report Date: August 19, 2026
Clerk's File #: Z/15209

To: Mayor and Members of City Council

Recommendation:

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

37 NORTH SIDE OF NORTH SERVICE ROAD EAST, WEST OF PILLETTE ROAD

For the land comprising Pt Lot 108 Concession 2 (PIN 01562-1055 LT), one *Club* and one *Health Studio* shall be additional permitted *main uses* subject to the following additional provisions:

- a) *Lot Frontage*: along North Service Road: *minimum* 97.00 m
- b) *Lot Area*: *minimum* 1.44 ha

[ZDM 12; ZNG/7382]

- II. THAT Zoning By-law 8600 **BE FURTHER AMENDED** by adding the following site specific holding condition clause to Section 95.20:
 - (17) Registration of an amended Site Plan Agreement that includes the fencing requirement and Railway Warning clauses indicated in Appendix C to Report S 97/2026 to the satisfaction of the City Planner.[ZNG/7382]
- III. THAT Zoning By-law 8600 **BE FURTHER AMENDED** by changing the zoning of Pt Lot 108 Concession 2 (PIN 01562-1055 LT), situated on the north side of North Service Road East, west of Pillette Road (known as 4470 North Service Road East; Roll Number 070-305-00800) from MD1.1 to H(17)MD1.1x(37).

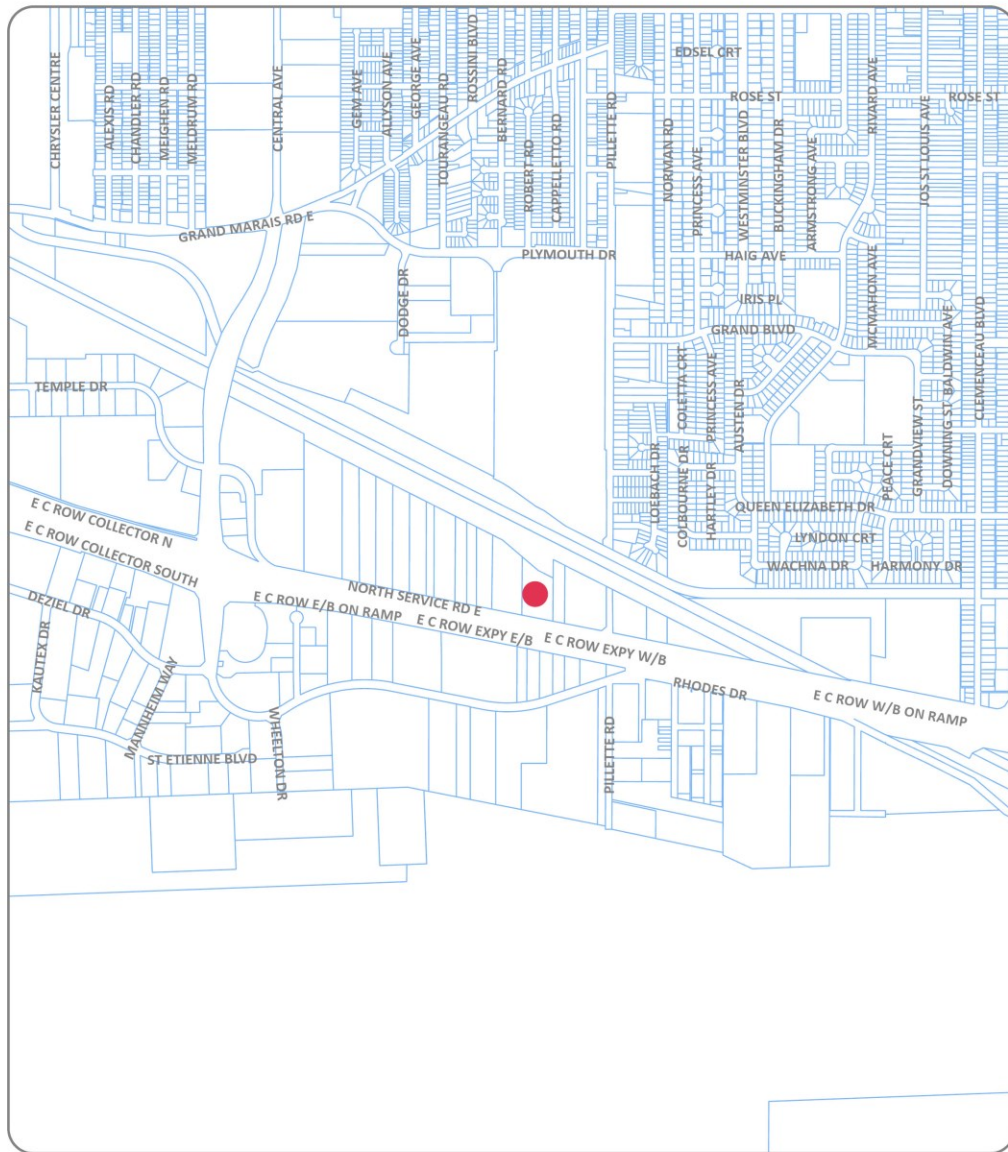
- IV. THAT the H symbol may be removed when the applicable holding conditions in section 95.20 clause (17) of Zoning By-law 8600 are satisfied. It is the responsibility of the property owner to satisfy the applicable holding conditions, and to submit an application including the fee, to remove the H symbol.

Executive Summary:

N/A

Background:

1. KEY MAP:



KEY MAP - Z-017/26 [ZNG-7382]

● SUBJECT LANDS

2. APPLICATION INFORMATION

LOCATION: 4470 NORTH SERVICE RD E. (north side of North Service Rd E., west of Pillette Rd)

APPLICANT: ATWAN DEVELOPMENT INC., c/o JOHN ATWAN

AGENT: Pillon Abbs Inc., c/o Tracey Pillon Abbs

REGISTERED OWNER: SAME AS APPLICANT

PROPOSAL: The applicant proposes to amend zoning by-law 8600 by adding a site-specific zoning provision to permit a Club and a Health Studio as additional permitted uses on the subject land.

Planning Consultations: Stage 1 PC-030/26; Stage 2 PC was waived

All drawings are conceptual and subject to change.

The development as proposed does not require an Official Plan Amendment and is not subject to Site Plan Control.

Required Supporting materials were received and can be accessed on the City's website via this [LINK](#)

3. SITE INFORMATION

OFFICIAL PLAN	ZONING & ZDM	CURRENT USE(S)	PREVIOUS USE(S)
INDUSTRIAL [Sch. D: OP Vol. 1]	Manufacturing District 1.1 (MD1.1) and s.20(1)402, By-law 8600; ZDM12	Industrial Plaza	Single Unit Dwelling (demolished in 2025)
FRONTAGE	DEPTHS	AREA	SHAPE
97.22m	Irregular	1.443 ha	Irregular
Note: 1) All measurements are in accordance with section 2.2.1 of the July 17, 2026, Planning Rationale Report. 2) S.20(402) permits Transportation Terminal as additional permitted use on the property.			

4. REZONING MAP



PART OF ZONING DISTRICT MAP 12

N.T.S.

REZONING

Applicant: Atwan Developments Inc.



SUBJECT LANDS

PLANNING & BUILDING DEPARTMENT



DATE : AUGUST 2026
FILE NO. : Z-017/26, ZNG-7382

5. NEIGHBOURHOOD CHARACTERISTICS

NEIGHBOURHOOD MAP



NEIGHBOURHOOD MAP - Z-017/26 [ZNG-7382]



SUBJECT LANDS

SURROUNDING LAND USE

The ***surrounding land uses*** consist of industrial uses and major goods movement facilities and corridors (Rail yard, and E C Row Expressway).

North: Ontario Hydro Network abuts the northerly limit of the subject land. Next north is a rail yard belonging to the Canadian Pacific Railway Company and the Canadian National Railway Company.

East: Industrial uses on abutting land and land next east. Pillette Road right-of-way (ROW) is further east.

West: Industrial uses on abutting land and other lands further west.

South: North Service Road ROW abuts the south limit of the subject land. Next south is the E. C. ROW Expressway.

Municipal Infrastructure:

Municipal sanitary sewer, drainage ditches, watermains, hydro poles and overhead conductors are available in the subject area. North Service Road East is classified as a Class 1 Collector Road. Public transit is available via the Central 3 buses, which operate weekdays only.

The nearest transit bus stop is on the north side of the North Service Road ROW, 36 m distance measured from the east limit of the subject land.

Discussion:

PLANNING ANALYSIS:

1. PROVINCIAL PLANNING STATEMENT (PPS) 2024

PPS 2024 was issued under the authority of section 3 of the Planning Act and came into effect on October 20, 2024. The PPS provides policy direction on matters of provincial interest related to land use planning and development.

In respect of the exercise of any authority that affects a planning matter, section 3 of the Planning Act requires that decisions affecting planning matters shall be consistent with policy statements issued under the Act.

The recommended Zoning By-law Amendment will

- 1) provide opportunities to expand the economic base of the subject employment area,
- 2) enhance the suitability of the subject site for employment uses which support a wide range of economic activities and ancillary uses, and
- 3) protect and preserve the subject employment area.

The recommended amendment is consistent with section 2.8 (Employment) of the PPS.

The applicant's consultant submitted a [Planning Rationale Report](#) (PRR) dated July 17, 2026, which provides, in section 5.5.1, a summary of the key policy considerations of the PPS 2024 relating to the proposed development on the subject land. The PRR concludes that the proposed development on the site is consistent with the PPS. The Planning Department is satisfied with the applicant's analysis and conclusion.

2. OFFICIAL PLAN (OP):

Employment lands provide the main locations for business and industrial activities. Employment land uses are provided under two designations on Schedule D as either Industrial or Business Park.

The subject property is designated "Industrial" on Schedule "D" - Land Use, City of Windsor Official Plan. The Industrial land use designation provides for a broad range of industrial uses which, because of their physical and operational characteristics, are more appropriately clustered together and separated from sensitive land uses. [Section 6.4.3.1, OP Vol. 1](#), contains a list of the uses permitted in the Industrial land use designation identified on Schedule D of OP Vol. 1.

Further to the above, section 6.4.3.2, OP Vol. 1, provides a list of permitted ancillary uses in areas designated as Industrial on Schedule D, OP Vol. 1. As shown below, the applicant's proposed additional permitted uses (Club and Health Studio) are listed as permitted ancillary uses in areas designated Industrial on Schedule D.

*Section 6.4.3.2(d) - Motor vehicle sales; **club; athletic or sports facility**; wholesale store; the sale of goods produced by an industrial use and accessory thereto; retail sale of building supplies and materials, home improvement products, nursery products.*

According to City of Windsor Zoning By-law 8600, a HEALTH STUDIO means "a building used for athletic or fitness instruction in combination with facilities for exercise or athletic training." Hence, s.6.4.3.2(d) includes a health studio.

Also, according to the Zoning By-law 8600, ANCILLARY USE means a use, other than an accessory use, which complements or otherwise provides a service to the main use of the zoning district in which it is located.

3. PLANNING RATIONALE REPORT (PRR):

As noted already in this report, the applicant's consultant submitted a Planning Rationale Report, dated July 17, 2026.

Section 5.1 of the [PRR](#) contains an analysis of the key policy considerations of the PPS 2024 and OP relating to the proposed amendment to the Zoning By-law. The PRR, in section 6.0, provides the following summary and conclusion:

- The existing development has been designed to be compatible with the existing built-up area
- The proposed uses do not introduce sensitive land uses, do not constrain industrial activities, and do not result in the loss or conversion of industrial land.

- The proposed uses will be located in the existing built space within an established industrial condominium (plaza) and will not alter the long-term employment function of the area.
- The proposed development will help diversify employment opportunities needed in the area and create new jobs.
- The Site was always intended to be used for industrial uses, including ancillary uses.
- The proposal represents good planning as it addresses the need for the City to provide economic development and employment opportunities.
- The proposal does not cause any public health and safety concerns.

The PRR concludes that the proposed development is consistent with the PPS, conforms to the intent and purpose of the OP and ZBL and represents good planning.

4. ZONING

The subject land is zoned Manufacturing District 1.1 (MD1.1) plus s.20(1)402 by Zoning By-law 8600. A copy of By-law 8600 can be found on the city's website via this [Link](#).

As noted already in this report, the proposed use of the land for Health Studio and Club purposes is permitted under the *Ancillary Uses* section 6.4.3.2 of the OP. The zoning by-law is an appropriate planning tool for implementing the policies of the OP. Therefore, it is appropriate to amend the Zoning By-law to permit the requested additional uses of the subject land for Health Studio and Club. Furthermore, the Zoning Coordinator's comment in Appendix C attached to this report indicates all provisions of the zoning by-law are met, except the proposed use of the land for Health Studio and Club. Should Council approve the recommended amendment the identified non-compliance to the zoning by-law will be resolved. This planning report recommends one Club and one Health Studio on the entire parcel. The intent is to limit the proliferation of ancillary uses on the subject land. The ancillary use(s) serve/complement the permitted main uses of the zoning district in which it is located.

As a result of the discussion under HOLDING PROVISION below, this planning report recommends that the parcel be subject to a holding symbol for registration of an amended Site Plan Agreement that includes fencing and warning clauses (new Clause 17 in 95.20 in Recommendation II of this planning report).

The recommended zoning by-law amendment is a change from MD1.1 to H(17)MD1.1x(37).

5. HOLDING PROVISION

This report recommends a holding provision to ensure that the issues raised by CN regarding fencing and warning clause are addressed. See discussions under **Consultations** below. The required holding provision shall be removed when the following conditions are satisfied:

- (17) Registration of an amended Site Plan Agreement. The agreement shall include fencing requirement and Railway Warning clause, satisfactory to the City Planner.

Removal of the H Symbol is subject to the applicable holding conditions in s.95.20(17) and it is the responsibility of the property owner to satisfy the holding conditions. See [Section 95.5](#) in Zoning By-law 8600 for more details.

Risk Analysis:

N/A

Climate Change Risks:

None specific to the proposed additional uses

Climate Change Mitigation and Climate change Adaptation:

N/A

Financial Matters:

N/A

Consultations:

1. DEPARTMENT AND AGENCIES

Attached as **Appendix C**, to this report, is a document containing comments from the municipal departments and external agencies. There are no objections. However, Canadian National Rail Company requested the following as conditions of Approval:

- a. A minimum 1.83-metre-high chain link fence (or equivalent) shall be installed and maintained along the shared property line.
- b. Given the subject property's proximity to major rail yard operations, the proposed development may be exposed to environmental emissions associated with railway activities, including noise, air quality, odours and operational activities. CN recommends that a qualified professional undertake an assessment of these potential effects and identify any mitigation measures necessary to minimize impacts on the proposed use.
- c. Considering, the environmental emissions, CN requires the following warning clause shall be included in all development agreements and purchase/sale or lease agreements.

"Warning: Canadian National Railway Company or its assigns or successors in interest has or have a rights-of-way within 1000 meters from the land the subject hereof. There may be alterations to or expansions of the railway facilities on such rights-of-way in the future including the possibility that the railway or its assigns or successors as aforesaid may expand its operations, which expansion may affect the living environment of the activities in the vicinity, notwithstanding the inclusion of any noise and vibration attenuating measures in the design of the development and individual dwelling(s). CNR

will not be responsible for any complaints or claims arising from use of such facilities and/or operations on, over or under the aforesaid rights-of-way."

- d. The storm water management facility must be designed to control storm water runoff to pre-development conditions including the duration and volume of the flow and accordingly have no impacts on CN right of way, including ditches, culverts and tracks. Any proposed alterations to the existing drainage pattern affecting railway property must receive prior concurrence from CN and be substantiated by a drainage report to the satisfaction of the Railway.

Regarding the above fence requirement, it should be noted that the subject property (4470 North Service Road East) does not have a **shared** property line with the railyard. Furthermore, the applicant's planning consultant has confirmed that there is an existing 7.5ft (2.286m) high fence along its north lot line (the mutual boundary with Ontario Hydro Networks). However, to ensure that appropriate fencing is maintained by current and future owners of the subject land the city is recommending an amendment to the existing Site Plan Agreement to include requirement for a chain link fence with minimum height of 1.83m along the north property line of the property known as 4470 North Service Rd E.

With respect to the Noise Study, the subject parcel is designated industrial, and zoned industrial. No sensitive land use is being proposed on the subject land at this time; therefore, Noise Study is not recommended in this report.

The warning clause requested above by CN will be included in an amended Site Plan Agreement.

With respect to Storm water management, the City's Development Engineering Department indicates 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."* The full comment from Development Engineering is found in Appendix C hereto attached.

This planning report recommends a holding provision to address some of the issues (fence and warning clause) raised by CN in their comment found in Appendix C attached to this report.

Conclusion and Planner's Opinion:

The applicant's request for a zoning by-law amendment to permit a Health Studio and a Club as additional permitted uses on the subject land has been evaluated considering the Provincial Planning Statement 2024, City of Windsor Official Plan policies, Applicant's Planning Rationale Report, and comments received from municipal staff and external agencies.

In my professional opinion, the recommended Zoning By-law Amendment is consistent with the policies of the Provincial Planning Statement 2024 and maintains conformity with the City of Windsor Official Plan.

The proposed additional uses are recommended for approval on the subject land by way of a site-specific zoning by-law amendment comprising site-specific zoning provision(s) and a site-specific holding provision as shown in Recommendations 1, 2, & 3 of this report.

The recommended zoning by-law amendment constitutes good planning.

Planning Act Matters:

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

Greg Atkinson, MCIP, RPP
Deputy City Planner - Development

Neil Robertson, MCIP, RPP
City Planner

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

Approvals:

Name	Title
Justina Nwaesei	Planner III - Development
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

Notifications:

Name

Appendices:

- 1 APPENDIX A - SITE PHOTOS (taken September 4, 2026)
- 2 APPENDIX B - SITE PLAN with notes
- 3 APPENDIX C - CONSULTATION (Comments from Municipal Departments & External Agencies)

Appendix A – SITE PHOTOS (*taken September 4, 2026*)



VIEW OF SUBJECT SITE FROM NORTH SERVICE ROAD EAST, SHOWING THE NEWLY CONSTRUCTED BUILDING 1



A CLOSE VIEW OF THE NEWLY CONSTRUCTED BUILDING 1

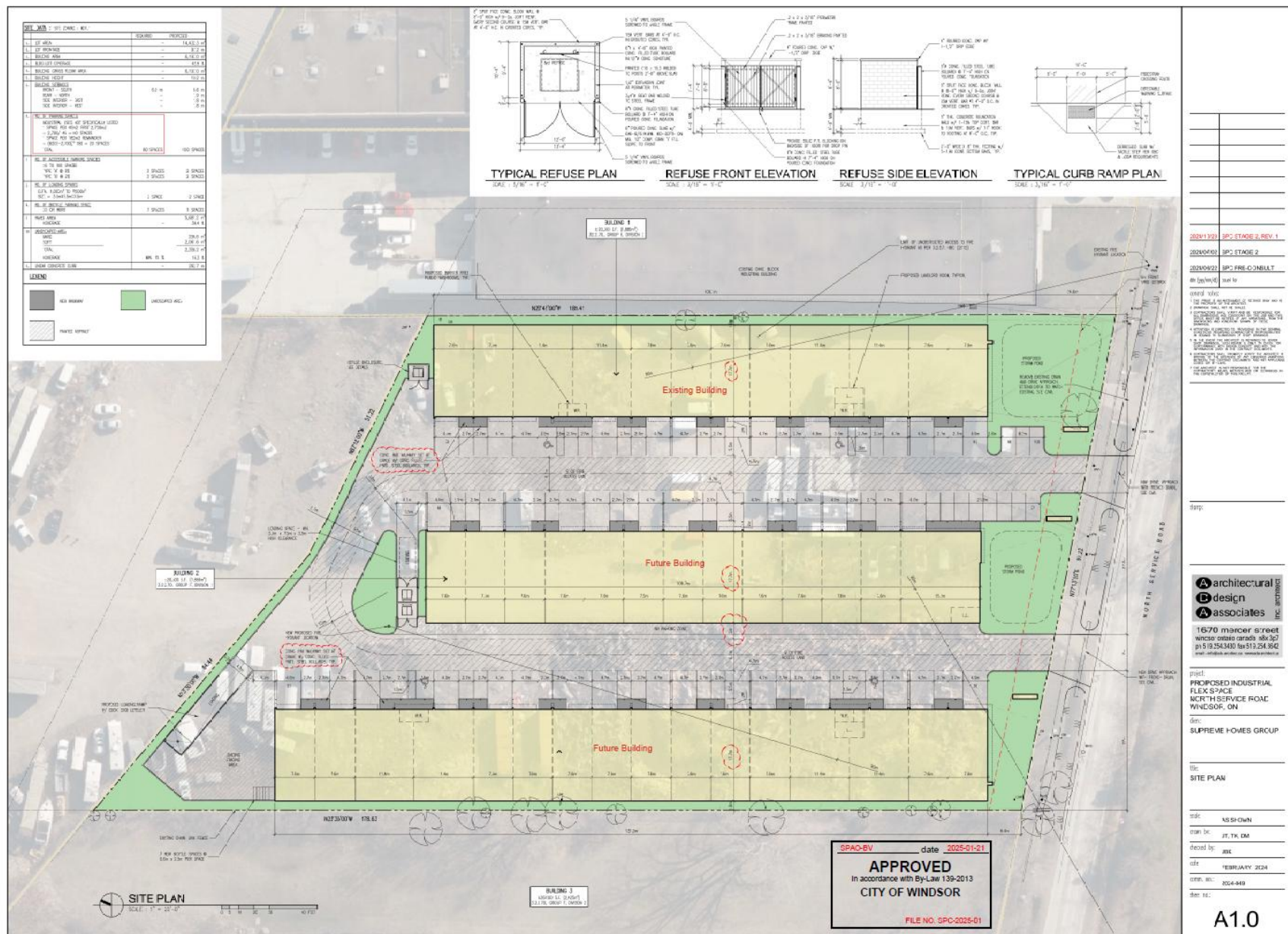


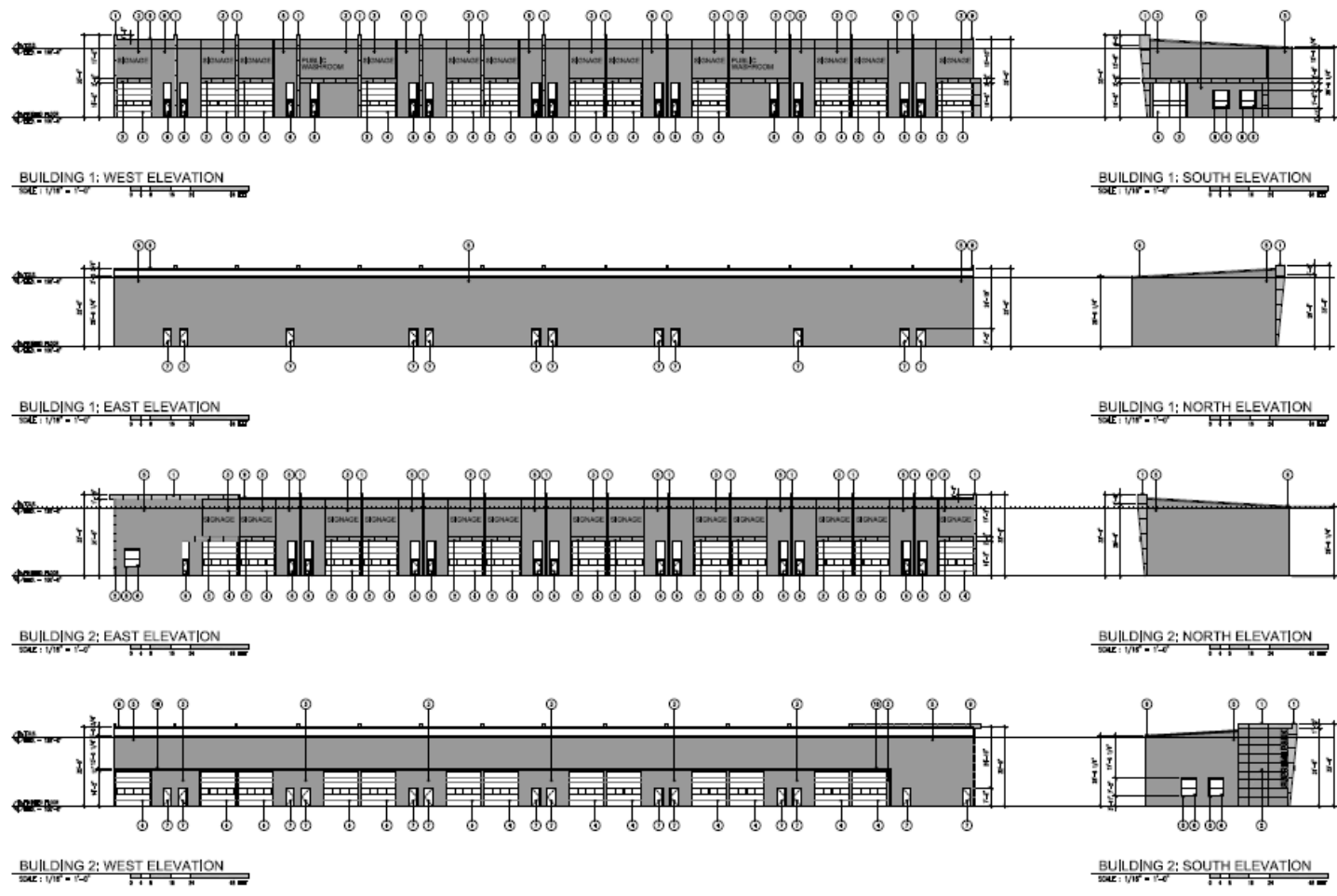
VIEW OF THE EAST SIDE OF THE SUBJECT PROPERTY AS SEEN FROM THE EASTERLY DRIVEWAY OF THE SUBJECT SITE



VIEW OF THE WEST SIDE OF THE NEWLY CONSTRUCTED BUILDING 1, SHOWING THE REMAINDER OF THE SUBJECT PROPERTY AND LANDS FURTHER WEST OF THE SUBJECT SITE

APPENDIX B: SITE PLAN with Notes





BUILDING 1: WEST ELEVATION
SCALE: 1/16" = 1'-0"

BUILDING 1: SOUTH ELEVATION
SCALE: 1/16" = 1'-0"

BUILDING 1: EAST ELEVATION
SCALE: 1/16" = 1'-0"

BUILDING 1: NORTH ELEVATION
SCALE: 1/16" = 1'-0"

BUILDING 2: EAST ELEVATION
SCALE: 1/16" = 1'-0"

BUILDING 2: NORTH ELEVATION
SCALE: 1/16" = 1'-0"

BUILDING 2: WEST ELEVATION
SCALE: 1/16" = 1'-0"

BUILDING 2: SOUTH ELEVATION
SCALE: 1/16" = 1'-0"

SPAC-BV date: 2024-01-21
APPROVED
In accordance with By-Law 139-2013
CITY OF WINDSOR
FILE NO. SPC-2024-01

OUTDOOR FENCE SCHEDULE				
NO.	DESCRIPTION	PERMIT	USE	STATUS
1	WOOD FENCE	YES	RES.	YES
2	ALUMINUM FENCE	YES	RES.	YES
3	STEEL FENCE	YES	RES.	YES
4	STEEL FENCE	YES	RES.	YES
5	STEEL FENCE	YES	RES.	YES
6	STEEL FENCE	YES	RES.	YES
7	STEEL FENCE	YES	RES.	YES
8	STEEL FENCE	YES	RES.	YES
9	STEEL FENCE	YES	RES.	YES
10	STEEL FENCE	YES	RES.	YES
11	STEEL FENCE	YES	RES.	YES
12	STEEL FENCE	YES	RES.	YES
13	STEEL FENCE	YES	RES.	YES
14	STEEL FENCE	YES	RES.	YES
15	STEEL FENCE	YES	RES.	YES
16	STEEL FENCE	YES	RES.	YES
17	STEEL FENCE	YES	RES.	YES
18	STEEL FENCE	YES	RES.	YES
19	STEEL FENCE	YES	RES.	YES
20	STEEL FENCE	YES	RES.	YES

20240121 SPC STAGE 2
to: [redacted]
from: [redacted]
1670 mercer street
windsor ontario canada n9a 5p7
p: 519.253.5451 f: 519.253.5462
www.architectural-design-associates.ca

PROJECT:
PROPOSED INDUSTRIAL
FLEX SPACE
NORTH SERVICE ROAD
WINDSOR, ON

CLIENT:
SUPREME HOMES GROUP

DATE:
ELEVATIONS
BUILDING 1 & 2

SCALE:
AS SHOWN

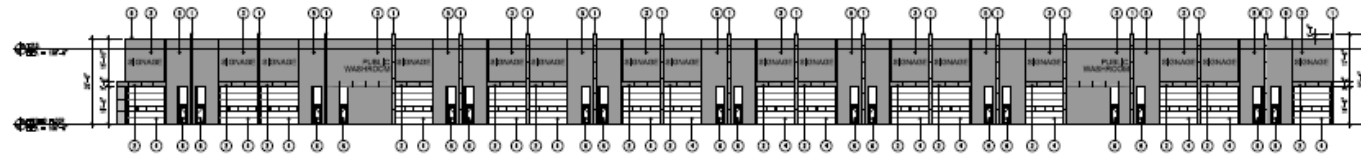
DRAWN BY:
J.T. TK, ON

CHECKED BY:
JEM

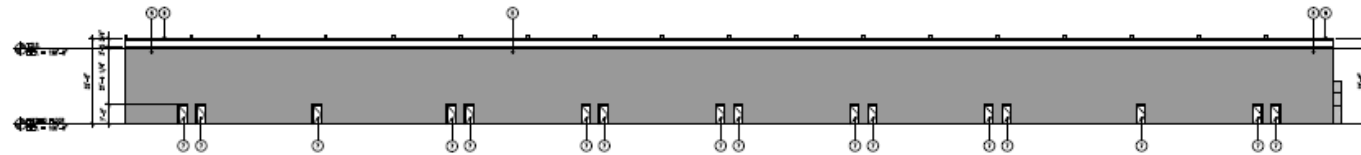
DATE:
FEBRUARY, 2024

DRAWN NO.:
2024-048

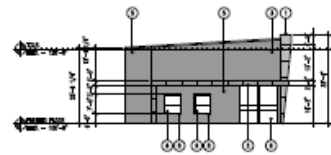
SHEET NO.:
A3.1



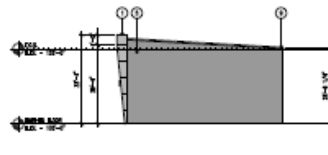
BUILDING 3; EAST ELEVATION
SCALE: 1/16" = 1'-0"



BUILDING 3; WEST ELEVATION
SCALE: 1/16" = 1'-0"



BUILDING 3; SOUTH ELEVATION
SCALE: 1/16" = 1'-0"



BUILDING 3; NORTH ELEVATION
SCALE: 1/16" = 1'-0"

EXTERIOR FINISH SCHEDULE				
NO.	DESCRIPTION	FINISH	FIN	FIN
1	PAINT EXTERIOR WALLS	WHITE	-	-
2	PAINT EXTERIOR ROOF	WHITE	-	-
3	PAINT EXTERIOR FLOOR	WHITE	-	-
4	PAINT EXTERIOR CEILING	WHITE	-	-
5	PAINT EXTERIOR DOORS	WHITE	-	-
6	PAINT EXTERIOR WINDOWS	WHITE	-	-
7	PAINT EXTERIOR TRIM	WHITE	-	-
8	PAINT EXTERIOR SIGNAGE	WHITE	-	-
9	PAINT EXTERIOR LIGHT FIXTURES	WHITE	-	-
10	PAINT EXTERIOR VENTILATION	WHITE	-	-

2024/01/01 SPC STAGE 2
No. 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APPENDIX C – CONSULTATION
(COMMENTS FROM MUNICIPAL DEPARTMENTS & EXTERNAL AGENCIES)

CANADA POST – BRUNO DESANDO

Canada Post has no comments for the attached application.

SITE PLAN CONTROL

Site Plan is not applicable for this proposed development pursuant to the Planning Act and City of Windsor By-law 1-2004.

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

Should you have any further questions or concerns, please contact Aashvi Sarvaiya, of this department at tda@citywindsor.ca.

BUILDING ENGINEER – MIRELLA ALLISON

No issues here.

ZONING COORDINATOR – STEFAN PAVLICA

Below is the zoning review summary for the *above-mentioned property*; circulated on August 14th, 2026:

- **Current Zoning Designation:** Manufacturing District 1.1 (MD1.1)
- **Proposed Zoning Designation:** Manufacturing District 1.1 (MD1.1) w/ site-specific S.20(1)XXX

- **Existing Use [as per historical Building Permit(s) / Planning Act Applications(s)]:**
 - Industrial units
- **Proposed Use:**
 - *Health Studio and Club*
 - **Not Permitted** (currently)
- **Section 5 – General Provisions:**
 - COMPLIES
- **Section 18.1.5 – Manufacturing District 1.1 (MD1.1):**
 - Maximum Building Height [18.1.5.4]:
 - 14.0m (Required)
 - 10.2m (Provided)
 - Minimum Front Yard Depth [18.1.5.5]:
 - 6.0m (Required)
 - 6.4m (Provided)
 - Minimum Side Yard Width [18.1.5.7]:
 - N/A (Required)
 - ~~a) From a side lot line that abuts a lot on which a dwelling or dwelling unit is located: 6.0m~~
 - ~~b) From an exterior lot line: 3.0m~~
 - N/A (Provided)
 - Minimum Landscaped Open Space Yard [18.1.5.8]:
 - 15.0% of lot area (Required)
 - 16.3% (Provided)
- **Section 20 – Site Specific Zoning Exemptions:**
 - NOT APPLICABLE
- **Section 24 – Parking, Loading, and Stacking Provisions:**
 - Required Number of Parking Spaces:
 - 80-99 (Required)
 - 100 (Provided)
 - Calculation of Required Parking Spaces:
 - All other industrial uses not specifically listed = 1 for each 45 m² GFA for the first 2,700 m² GFA AND 1 for each additional 180 m² GFA
 - Calculation:
 - Total GFA = 6,197.0m²
 - 6,197.0m² – 2,700m² = 3,497.0m²
 - 2,700m² / 45 = **60 parking spaces**
 - 3,497.0m² / 180 = 19.43 OR **19 parking spaces**

- *Health Studio* = 1 for each 36m² GFA

- Calculation:

- *Scenario 1 – 15.2m:*

- $270.79\text{m}^2 / 36 = 7.52$ OR **7 parking spaces**

- *Scenario 2 – 11.4m:*

- $195.07\text{m}^2 / 36 = 5.42$ OR **5 parking spaces**
 - $186.64\text{m}^2 / 36 = 5.18$ OR **5 parking spaces**

- *Scenario 3 – 7.6m:*

- $134.71\text{m}^2 / 36 = 3.74$ OR **3 parking spaces**

- *Club* = 1 for each 22.5m² GFA

- Calculation:

- *Scenario 1 – 15.2m:*

- $270.79\text{m}^2 / 22.5 = 12.04$ OR **12 parking spaces**

- *Scenario 2 – 11.4m:*

- $195.07\text{m}^2 / 22.5 = 8.67$ OR **8 parking spaces**
 - $186.64\text{m}^2 / 22.5 = 8.30$ OR **8 parking spaces**

- *Scenario 3 – 7.6m:*

- $134.71\text{m}^2 / 22.5 = 5.99$ OR **5 parking spaces**

- **Section 25 – Parking Area Regulations:**

- COMPLIES

PLANNING POLICY – FRANK GARARDO

Plan Schedules:

Schedule 'A' - Planning Districts & Policy Areas - "Fountainbleu"

Schedule 'A-1' – Special Policy Areas - "Traditional Commercial Street" (fronting Tecumseh Rd E)

Schedule 'B' – Greenway System – N/A

Schedule 'C' – Development Constraint Areas – N/A

Schedule 'C-1' – Development Constraint Areas: Archaeological Potential – refer to Heritage Comments

Schedule 'D' – Land Use – "Residential", "Mixed Use Corridor"(fronting Tecumseh Rd E)

Schedule 'E' - City Centre Planning District – N/A

Schedule 'F' - Roads & Bikeways - Alexis Rd is a L/R, Tecumseh Road E is Class II Arterial Rd

Schedule 'F-1' – Railways/Rail Corridors and Railyards – N/A

Schedule 'G' - Civic Image – Tecumseh Rd E is designated as a "Main Street"

Schedule 'H' - Baseplan Development Phasing – N/A

Schedule 'J' - Urban Structure Plan – N/A

Schedule 'K' – Source Water Protections – IPZ2

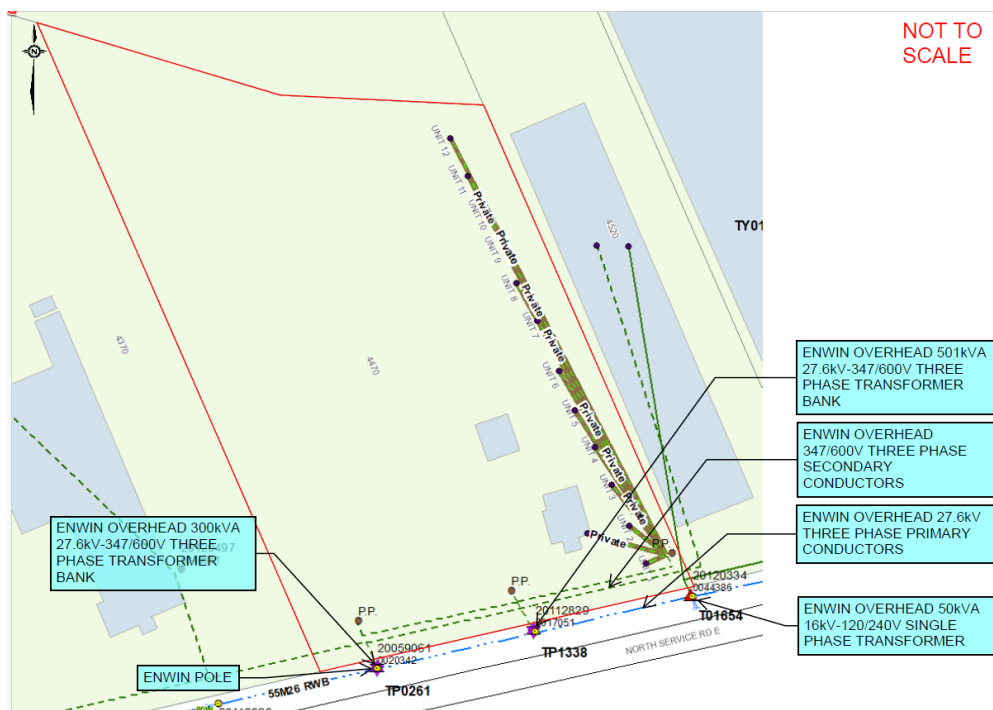
ROW has no comments to this submission; however, we want to note that the Driveway Permit is still outstanding for this project.

Hydro Engineering: Keegan Morency Kendall

Please note the following.

- 1- ENWIN has a pole line along the front of the property.
- 2- ENWIN has overhead three phase 347/600V secondary conductors along the front of the property.
- 3- ENWIN has overhead three phase 27.6kV primary conductor along the front of the property.
- 4- ENWIN has a 300kVA, 27.6kV-347/600V three phase transformer bank on a pole at the front of the property.
- 5- ENWIN has a 501kVA, 27.6kV-347/600V three phase transformer bank on a pole at the front of the property.

Prior to working in these areas, we would suggest notifying your contractor and referring to the Occupational Health and Safety Act and Regulations for Construction Projects to confirm clearance requirements during construction.



ENWIN Water has no objections.

DEVELOPMENT ENGINEERING – JUAN PARAMO

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

Sewers The site may be serviced by a 375mm PVC sanitary sewer within the North Service Road East right-of-way. If possible existing connections should be utilized. Any redundant connections shall be abandoned in accordance with the City of Windsor Engineering Best Practice B.P 1.3.3.

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

The applicant will be required to submit, prior to the issuance of permits, a stormwater management plan in accordance with Windsor Essex Region Stormwater Management Standards Manual, restricting stormwater runoff to pre development levels. This will include, at a minimum:

- Submission of stormwater management review fee,
- Stormwater management report stamped by a professional engineer
- Site servicing drawings stamped by a professional engineer
- Stormwater management check list (see link below)

For more information of SWM requirements, visit: link

<https://essexregionconservation.ca/wp-content/uploads/2018/12/WE-Region-SWM-Standards-Manual.pdf>.

<https://www.citywindsor.ca/business/buildersanddevelopers/Documents/Checklist-Rational-Method.pdf>

In summary we have no objection to the proposed development. If you have any further questions or concerns, please contact Gerry Rattew, of this department at grattew@citywindsor.ca

CN RAIL – GIUSEPPE DIMARTINO

Before CN can complete its review, we would appreciate receiving additional information regarding the proposed use of the building. Based on the information currently available, the proposed Club and a Health Studio appears to function primarily as a fitness facility. However, CN's comments may vary depending on the specific activities proposed within the building. Accordingly, we request a more detailed description of the proposed use, along with a detailed site plan.

Based on our preliminary review, the rear property line appears to be located approximately 100 metres from the nearest railway corridor. If the proposed Club and Health Studio building is situated 120 metres or more from CN's right-of-way, CN would not require a safety berm.

CN requests that the following requirements be secured as conditions of approval:

1. A minimum 1.83-metre-high chain link fence (or equivalent) shall be installed and maintained along the shared property line.
2. Given the subject property's proximity to major rail yard operations, the proposed development may be exposed to environmental emissions associated with railway activities, including noise, air quality, odours and operational activities. CN recommends that a qualified professional undertake an assessment of these potential effects and identify any mitigation measures necessary to minimize impacts on the proposed use.

3. Considering, the environmental emissions, CN requires the following warning clause shall be included in all development agreements and purchase/sale or lease agreements.

“Warning: Canadian National Railway Company or its assigns or successors in interest has or have a rights-of-way within 1000 meters from the land the subject hereof. There may be alterations to or expansions of the railway facilities on such rights-of-way in the future including the possibility that the railway or its assigns or successors as aforesaid may expand its operations, which expansion may affect the living environment of the activities in the vicinity, notwithstanding the inclusion of any noise and vibration attenuating measures in the design of the development and individual dwelling(s). CNR will not be responsible for any complaints or claims arising from use of such facilities and/or operations on, over or under the aforesaid rights-of-way.”

4. The storm water management facility must be designed to control storm water runoff to pre-development conditions including the duration and volume of the flow and accordingly have no impacts on CN right of way, including ditches, culverts and tracks. Any proposed alterations to the existing drainage pattern affecting railway property must receive prior concurrence from CN and be substantiated by a drainage report to the satisfaction of the Railway.

CN looks forward to reviewing a detailed site plan, an assessment of the potential impacts associated with railway operations and environmental emissions, the proposed mitigation measures, and a Stormwater Management Report.

Based on the documents provided, could you please confirm that a minimum 1.83-metre-high chain-link fence will be maintained along the property line adjacent to the railway corridor? If an existing fence is proposed to remain, please provide confirmation that it is in good structural condition and will continue to be maintained.

In addition, considering, the environmental emissions, CN requires the following warning clause shall be included in all development agreements and purchase/sale or lease agreements.

“Warning: Canadian National Railway Company or its assigns or successors in interest has or have a rights-of-way within 1000 meters from the land the subject hereof. There may be alterations to or expansions of the railway facilities on such rights-of-way in the future including the possibility that the railway or its assigns or successors as aforesaid may expand its operations, which expansion may affect the activities in the vicinity, notwithstanding the inclusion of any noise and vibration attenuating measures in the design of the development. CNR will not be responsible for any complaints or claims arising from use of such facilities and/or operations on, over or under the aforesaid rights-of-way.”

CN requests that the property owner provide a letter confirming that the warning clause will be incorporated into all applicable lease agreements and occupancy documents associated with the development.

Council Report: S 81/2026

Subject: Amendment to Sign By-law 250-2004 3501 Banwell Road, SGN-001/26 (Proposed First Party Electronic Changing Copy Ground Sign) - Ward 9

Reference:

Date to Council: October 5, 2026
Author: Sophia Di Blasi
Planner III - Urban Design
519-255-6543 ext. 6820
sdibiasi@citywindsor.ca

Planning & Building Services
Report Date: 6/29/2026
Clerk's File #: SBS2026

To: Mayor and Members of City Council

Recommendation:

- I. THAT the application for a site-specific amendment to Sign By-law 250-2004, as amended, to permit a First-Party Electronic Changing Copy Ground Sign at 3501 Banwell Road **BE APPROVED**.
- II. THAT Schedule "E" – Special Provisions for Individual Signs of the Sign By-law **BE AMENDED** by adding the following as section **E. 25**:

E. 25 Despite any other provision of this By-law, a Ground Sign incorporating Electronic Changing Copy may be erected at 3501 Banwell Road, subject to the following:

- a. The sign shall not include flashing illumination, and the displayed message shall not change more frequently than once every two hours;
- b. That the manufacturer of the sign confirm compliance with the lighting restrictions in accordance with Section 3 for electronic message signs;
- c. That the sign does not have any animation including scrolling letters, television or video message, or any moving sign message objects;
- d. The sign shall comply with the illumination requirements of subsection 3.3.1(c), and its brightness shall be automatically adjusted by an ambient-light sensor;
- e. The sign shall only be illuminated between the hours of 6:00 AM and 11:00 PM;

- f. The sign shall be limited to First-Party Advertising only; and
- g. A physical barrier shall be installed along the north edge of each sign face to further restrict visibility from the residential properties to the north.

III. THAT the City Solicitor **BE DIRECTED** to prepare the by-law to amend the Sign By-law.

Executive Summary:

N/A.

Background:

The subject property is municipally known as 3501 Banwell Road and contains the NextStar Energy battery manufacturing facility. The property is designated Mixed Use Corridor on Schedule D – Land Use Plan of the City of Windsor Official Plan and is zoned CD4.1 and MD2.4. The site contains one of the largest industrial facilities in the municipality and has approximately 783 metres of frontage along E.C. Row Expressway.

The applicant proposes to install a permanent V-shaped, double-sided First-Party Electronic Changing Copy Ground Sign oriented toward E.C. Row Expressway. The proposed sign will have a sign face area of approximately 18.0 square metres per side, an overall height of approximately 7.57 metres, and will display static electronic messaging related exclusively to the operation of the NextStar Energy facility.

In February 2026, the applicant began discussions with Administration regarding a proposed digital ground sign for the subject property. The original concept required multiple amendments to Sign By-law 250-2004, including an increased percentage of electronic changing copy area, reduced message dwell times, and a sign location that did not satisfy the minimum setback requirements from E.C. Row Expressway.

Throughout the review process, Administration identified concerns related to transportation safety, illumination impacts, residential compatibility, and conformity with the intent of the Sign By-law. In response, the applicant worked collaboratively with Administration and revised the proposal to address these concerns.

As revised, the proposal complies with all applicable provisions of Sign By-law 250-2004 except section 6.6.6, which limits electronic changing copy to 30 percent of the permitted sign face area. The applicant will be required to incorporate mitigation measures addressing message frequency, animation and flashing content, illumination, operating hours, setbacks and the restriction of the display to First-Party Advertising.

At Administration's request, the applicant submitted an illumination analysis to assess potential impacts on nearby residential properties. Based on the submitted information and proposed mitigation measures, Administration is satisfied that the revised sign can operate without causing adverse impacts on surrounding land uses.

The application now before Council reflects the revisions made in response to Administration's review.

Discussion:

Applicable Sign By-law Framework

The proposed sign has been reviewed against the requirements of Sign By-law 250-2004. Administration notes that the proposal complies with all applicable provisions of the Sign By-law with the exception of Section 6.6.6, which limits Electronic Changing Copy to 30 percent of the permitted Sign Face Area.

Table 1 – *Sign By-law Compliance Review*

Regulation	Requirement	Proposed	Compliance
Sign Type	Permanent Ground Sign	Permanent Ground Sign	✓
Sign Area	19.6 m ² Maximum	18.0 m ²	✓
Sign Height	12.0 m Maximum	7.57 m	✓
Residential Setback	60 m Minimum	102 m	✓
Controlled Access Highway Setback	20 m Minimum	45 m	✓
Nighttime Illumination	300 nits Maximum	300 nits	✓
Message Dwell Time	60 Seconds Minimum	2 Hours Minimum	✓
Content Type	First Party Advertising	First Party Advertising	✓
Electronic Changing Copy Area	30% Maximum	100%	✗

As illustrated in Table 1, the proposal satisfies all applicable regulations of Sign By-law 250-2004 except for the maximum permitted Electronic Changing Copy Area. The requested amendment is therefore limited to permitting a 100 percent digital sign face where only 30 percent electronic copy is currently permitted.

Sign Classification and Advertising Type

The proposed sign has a V-shaped configuration and two display faces, however, it does not meet the Sign By-law definition of a Billboard Sign. A Billboard Sign displays Third-Party (off-site) Advertising, whereas the proposed sign would display only First-Party Advertising associated with the NextStar Energy facility.

The sign is also operationally distinct from a conventional digital billboard. Advertising space would not be sold or leased to third parties, and messages would remain displayed for at least two hours. During the proposed 17-hour daily operating period, the sign could therefore display no more than nine messages, compared with the substantially more frequent message rotation typically associated with digital billboards.

Administration recommends conditions restricting the sign to First-Party Advertising and requiring a minimum two-hour dwell time. These conditions would maintain the sign's intended function as a corporate identification and communication feature.

Table 2 – Comparison of Proposed Sign and Billboard Sign

Characteristic	Proposed Sign	Billboard Sign
Advertising Type	First-Party Advertising	Third-Party Advertising
Content	Information related to the onsite use	Advertising for offsite businesses
Purpose	Site identification and operational communication	Commercial advertising
Dwell Time	2 Hours	8 Seconds
Maximum Images Displayed Per Day (between 6:00am and 11:00pm)	9 Images	Up to 7,650 Images

Lighting Mitigation

The applicant submitted an illumination analysis demonstrating that the sign can comply with the City's illumination standards and that light levels reaching nearby residential properties would be negligible. The nearest residential properties are approximately 102 metres from the sign and are separated from it by E.C. Row Expressway and an existing noise attenuation wall.

Additional mitigation measures include static messaging, a minimum two-hour dwell time, automatic brightness controls, restricted operating hours and the prohibition of animation, flashing, scrolling and video content. Physical screening would also be installed along the north edge of each sign face to further restrict visibility from the residential properties to the north.

Transportation Safety

The proposal has been reviewed in consideration of potential driver distraction and road safety. The display will operate using static messaging only and will prohibit animation, flashing, scrolling, streaming video, and other dynamic display features commonly associated with higher intensity digital advertising displays.

Messages will remain visible for a minimum of 2 hours before changing to the next display. The proposed sign is also setback approximately 45 metres from E.C. Row Expressway, reducing its prominence within the immediate roadside environment. Compared with a conventional digital billboard or electronic sign that changes content at much shorter intervals and is positioned closer to the travelled roadway, these operational and locational characteristics reduce the frequency of visual changes presented to drivers and the overall prominence of the sign within the driver's field of view.

Administration is satisfied that these characteristics reduce the potential for driver distraction relative to more frequently changing digital advertising displays and are generally consistent with the principles identified within the Transportation Association of Canada's Digital and Projected Advertising Displays: Regulatory and Road Safety Assessment Guidelines.

Official Plan Policy Framework

The subject lands are designated Mixed Use Corridor on Schedule D – Land Use Plan of the City of Windsor Official Plan. Mixed Use Corridors accommodate a range of commercial, employment, institutional and service uses along major transportation corridors where visibility and accessibility are important considerations.

The proposed sign would provide identification and operational messaging for a significant employment use. Administration is satisfied that the proposal is compatible with the surrounding area, having regard for its separation from residential properties, existing physical buffering, illumination controls and proposed operating restrictions.

Site-Specific Considerations

The subject property has approximately 783 metres of frontage along E.C. Row Expressway and contains one of the municipality's largest industrial facilities. Its scale and frontage distinguish it from a typical industrial or commercial property.

The requested amendment relates only to the proportion of the sign face permitted to contain electronic changing copy. No relief is required for sign area, height, setback or illumination.

Administration is satisfied that these site-specific circumstances support the requested exception.

Risk Analysis:

The principal risks associated with the amendment are potential impacts on nearby residential properties and traffic safety, together with the potential precedent created by permitting a large-format sign with 100 percent electronic changing copy adjacent to E.C. Row Expressway.

These risks are mitigated by the sign's approximately 102 metres of separation from the nearest residential properties, the intervening expressway and noise attenuation wall, automatic brightness controls, restricted operating hours, physical screening, static content and a minimum two-hour dwell time.

Administration recognizes that approval could lead to similar requests elsewhere along E.C. Row Expressway. However, this application can be distinguished by the property's approximately 783 metres of expressway frontage, the scale of the associated employment use, the restriction to First-Party Advertising and the proposed operational controls. These combined circumstances are not readily replicated on other properties along the corridor.

Approval should therefore not be interpreted as general support for signs containing 100 percent electronic changing copy along E.C. Row Expressway. Future applications would continue to be evaluated on their individual merits, including sign size and scale, property frontage, advertising type, proximity to residential uses and interchanges, illumination, dwell time, traffic safety and cumulative impacts along the corridor.

Climate Change Risks

Climate Change Mitigation:

The proposed sign would use electricity and contribute to nighttime illumination. These impacts would be moderated through energy-efficient LED technology, automatic brightness controls and restricted operating hours. The sign would also be required to comply with the illumination standards of Sign By-law 250-2004.

Climate Change Adaptation:

No material climate-change adaptation impacts have been identified in relation to the proposed amendment.

Financial Matters:

There are no direct financial implications for the Corporation arising from the recommended amendment.

Consultations:

The application was circulated to applicable municipal departments and external agencies for review and comment, including Transportation Development, Engineering, Planning, Building Services, Windsor Police, ENWIN Utilities Ltd., and the Ministry of Transportation.

Conclusion:

Administration has reviewed the proposed First-Party Electronic Changing Copy Ground Sign at 3501 Barwell Road. The proposal complies with Sign By-law 250-2004 except for section 6.6.6, which limits electronic changing copy to 30 percent of the permitted sign face area.

The applicant revised the proposal in response to concerns regarding residential compatibility, illumination and transportation safety. The revised proposal includes increased setbacks, static First-Party Advertising, a minimum two-hour dwell time, automatic brightness controls, restricted operating hours and additional physical screening.

Having regard for the characteristics of the subject property, the submitted illumination analysis and the proposed mitigation measures, Administration is satisfied that the sign can be accommodated without adverse impacts on surrounding land uses or the transportation network. Administration therefore recommends approval of the requested site-specific amendment.

Planning Act Matters:

N/A.

Approvals:

Name	Title
Sophia Di Blasi	Planner III – Urban Design
Jason Campigotto	Deputy City Planner – Growth
John Revell	Chief Building Official
Aaron Farough	Senior Legal Counsel, Legal & Real Estate
Neil Robertson	City Planner
Jelena Payne	Deputy CAO/Commissioner of Economic Development
Jelena Payne for Ray Mensour	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

- 1 Appendix A - Letter of Rationale
- 2 Appendix B - Drawing Package



August 21, 2026

City of Windsor
Planning Department
350 City Hall Square West
Windsor, Ontario N9A 6S1

**Re Sign By-Law Amendment
 NextStar Energy
 3501 Banwell Rd.**

Dear Members of Staff,

Permit World Consulting Services Inc. has been retained by NextStar Energy to prepare this Planning Rationale in support of a proposed amendment to the City of Windsor Sign By-law to permit a fully digital first-party ground sign on the lands municipally known as 3501 Banwell Road.

The proposed sign is intended to provide corporate identification, operational messaging, employee communications, public information, safety messaging, and facility-related content associated exclusively with NextStar Energy.

The subject property contains one of the most significant industrial investments in Ontario and represents a major component of Windsor's advanced manufacturing sector. The proposed sign will provide an effective and modern means of communication for a facility of national significance while maintaining compatibility with surrounding land uses and preserving the intent of the Sign By-law.

SUBJECT LANDS

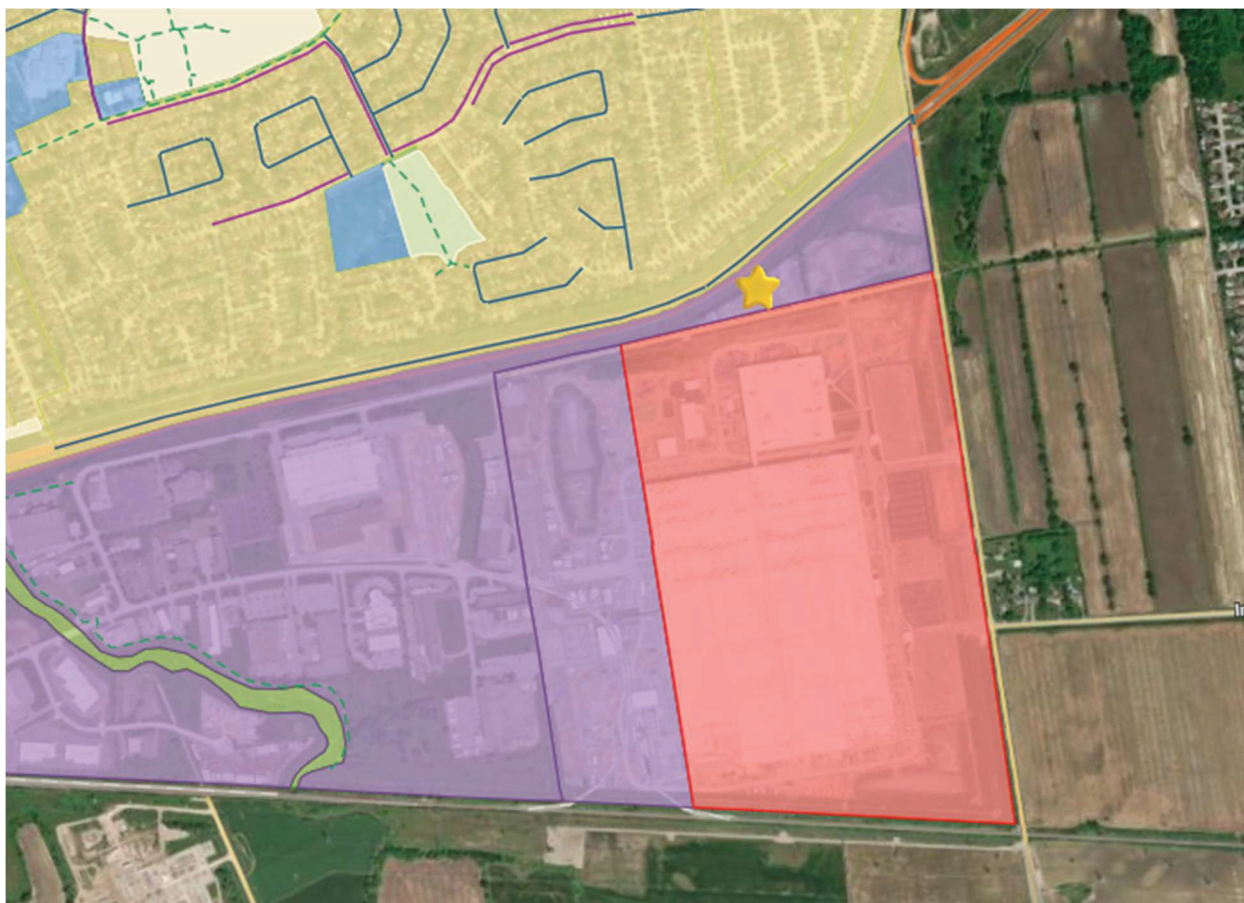
The subject property is located at 3501 Banwell Road and contains the NextStar Energy battery manufacturing facility.

The property comprises an exceptionally large industrial campus with approximately 783 metres of frontage. The facility occupies approximately 4.23 million square feet and serves as Canada's first commercial-scale advanced battery manufacturing facility. The operation has already produced battery cells and currently employs more than 1,300 workers, with future employment anticipated to increase significantly as the facility approaches full build-out.

This property is split Zoned as CD4.1 (Commercial) and MD2.4 (Manufacturing).

Surrounding land uses include:

- Farmland to the east;
- Industrial uses to the west;
- The balance of the NextStar facility to the south; and
- E.C. Row Expressway and residential neighbourhoods to the north



The nearest residential properties are located approximately 102 metres north of the proposed sign location and are separated from the sign by E.C. Row Expressway and an existing noise attenuation wall. While portions of the display may be visible from elevated viewpoints, including certain second-storey residential windows, the noise attenuation wall substantially screens views from rear yards and ground-floor living areas. The combination of separation distance, roadway corridor, existing screening infrastructure, operational controls, and compliance with municipal illumination standards significantly reduces the potential for adverse impacts on nearby residential properties.

PROPOSAL

The applicant proposes a 100% digital, first-party ground sign fronting E.C. Row Expressway.

The proposed sign will have:

- A sign face approximately 3.0 metres in height and 6.0 metres in width;
- A sign face area of approximately 18.0 square metres;
- A sign height of approximately 7.57 metres;
- Static electronic messaging only;
- Minimum 2 hour dwell time
- Instantaneous message transitions;
- No animation;

- No flashing elements; and
- No third-party advertising content.

The sign has been intentionally designed as a V-shaped structure to address the curvature of E.C. Row Expressway and improve visibility to motorists travelling in both directions.

SIGN BYLAW AMENDMENT

The proposed sign complies with all applicable provisions of the Sign By-law with the exception of the maximum permitted changing copy area.

Section 6.6.6 limits changing copy to 30 percent of the maximum sign face area calculated under Section 6.6.5. Based on the site's frontage of approximately 783 metres, the property is entitled to a maximum sign face area of approximately 19.6 square metres. The proposed sign face area of approximately 18.0 square metres complies with this requirement. However, the proposal seeks permission for 100 percent of the sign face to contain changing electronic copy rather than the 30 percent currently permitted.

Importantly, the requested amendment does not seek relief for sign size, height, illumination standards, setbacks, or other operational requirements. The sole purpose of the amendment is to permit a fully digital sign face.

COMPLIANCES – FIRST PARTY

The proposed sign is compliant with all other sign bylaw regulations for a first party ground sign including the following.

Regulation	Requirement	Proposed	Compliance
Sign Area	19.6m ² max	18.0m ²	Yes
Sign Height		7.57m	Yes
Residential Setback	60m	102m	Yes
Night Brightness	300 nits	300 nits	Yes
Dwell Time	60 seconds	2 hours	Yes
Content	First Party Only	First Party Only	Yes

TRAFFIC SAFETY

The Transportation Association of Canada (TAC) has developed national guidance entitled *Digital and Projected Advertising Displays: Regulatory and Road Safety Assessment Guidelines* to assist municipalities and transportation agencies in evaluating digital signage adjacent to roadways. The guideline identifies message dwell time, animation, transition effects, luminance controls, and roadway context as key considerations when evaluating potential road safety impacts.

The proposed sign has been designed to align with these principles through the following operational controls:

- Static messages only;
- No animation, flashing, scrolling, or video content;

- Instantaneous message transitions;
- A 2-hour time between message changes; and
- Automatic brightness controls that comply with municipal illumination standards.

The proposed sign is located approximately 45 metres from the edge of E.C. Row Expressway, providing substantial separation between the display and passing motorists. Unlike signage located immediately adjacent to the roadway shoulder, the proposed sign is situated outside the immediate roadside environment and will be viewed from a greater distance and at a shallower viewing angle. This separation reduces the visual prominence of the display while maintaining effective legibility for travellers along the corridor.

A significant distinguishing feature of the proposal is the 2-hour dwell time. This extended dwell period substantially reduces the frequency of message changes experienced by motorists and helps distinguish this as a first party ground sign as opposed to a digital billboard that cycles through multiple advertisements during a driver's travel through a corridor. The purpose of the display is not to attract attention through frequent message changes but rather to provide site identification, operational messaging, employee communications, visitor information, safety notices, and corporate communications associated with the NextStar Energy facility.

While City staff have noted that the physical form of the sign resembles a billboard, its function is fundamentally different. The proposed display will operate exclusively as a first-party sign and will not contain third-party advertising. Unlike traditional digital billboards that display off-site commercial advertisements on a rotating basis, the proposed sign is dedicated exclusively to communications directly associated with the operations of NextStar Energy. Accordingly, the display functions primarily as a corporate identification and information sign rather than an advertising device.

The proposed sign copy changes at a substantially lower intensity than a conventional digital billboard permitted under the City of Windsor Sign By-law. A comparison is provided below:

Characteristic	Proposed Sign	Digital Billboard
Sign Type	First Party	Third Party
Content	NextStar Energy Communications Only	Off-Site Advertising
Message Dwell Time	2 Hours	8 Seconds
Animation	Not Permitted	Not Permitted
Flashing	Not Permitted	Not Permitted
Brightness Controls	Required	Required
Message Function	Site Identification and Information	Commercial Advertising

The combination of the 45-metre setback from E.C. Row Expressway, 2-hour dwell time, prohibition of animation and flashing content, compliance with illumination standards, and exclusive use of first-party content significantly limits the potential for driver distraction. In our opinion, the proposal is consistent with the road safety principles identified by the Transportation Association of Canada and represents an appropriate and low-intensity digital signage format for a major employment use located along a controlled-access expressway.

ILLUMINATION

Due to the proximity of residential uses, rigorous planning consideration has been given to potential illumination impacts. The proposed sign will operate in strict accordance with the City's digital sign illumination standards, implementing a maximum nighttime luminance cap of 300 nits above ambient light levels between dusk and dawn, paired with automatic brightness adjustments and instantaneous copy changes.

The comprehensive illumination analysis prepared for this application demonstrates that light levels dissipate rapidly with both distance and viewing angle, returning to baseline long before reaching the residential zone. Calculated illuminance levels reaching nearby residential properties fall well below the generally accepted negligible threshold of 0.3 lux (see Appendix C).

Table 2: Predicted Nighttime Illuminance Levels at Setback Distances

Distance (ft)	Distance (m)	Measurement Angle				
		0°	20°	40°	60°	80°
164	50	2.000846	1.921172	1.448728	0.656077	0.199316
328	100	0.502115	0.482121	0.36356	0.164644	0.050019
492	150	0.223162	0.214276	0.161582	0.073175	0.022231
656	200	0.125529	0.12053	0.09089	0.041161	0.012505
820	250	0.080338	0.077139	0.058169	0.026343	
984	300	0.055791	0.053569	0.040396	0.018294	

Note: Values represent illuminance in lux based on a maximum nighttime luminance of 300 nits under a worst-case, full-white display scenario.

Crucially, at the 102-meter residential setback, the sign's maximum potential illuminance ranges between a fractional 0.48 lux and 0.16 lux depending on the viewing angle. This nominal output will be entirely absorbed by the existing ambient light baseline generated by continuous traffic and high-mast street lighting along the adjacent E.C. Row Expressway corridor. Furthermore, using the industry-standard methodology established by Dr. Ian Lewin (Digital Billboard Recommendations and Comparisons to Conventional Billboards), the distance required for a 18.0 m² sign operating at 300 nits to reach a completely imperceptible light threshold is just 59.1 metres (134.5 feet). As the nearest residential property line is located approximately 102 metres from the proposed sign, a substantial additional separation of approximately 42.9 metres is provided beyond this threshold. Accordingly, the proposed sign is not anticipated to generate discernible light trespass or adverse illumination impacts on nearby residential properties.

PLANNING POLICY FRAMEWORK

Official Plan Context

The subject sign location is designated **Mixed Use Corridor** on Schedule D – Land Use Plan of the City of Windsor Official Plan. Mixed Use Corridors are intended to accommodate a broad range of commercial, employment, institutional, service, and complementary land uses located along major transportation routes and serving both local and city-wide functions. The designation recognizes the importance of visibility, accessibility, and exposure to major transportation corridors as key characteristics supporting development within these areas.

Section 6.5.3 of the Official Plan identifies Mixed Use Corridors as important activity areas that accommodate a mix of uses and contribute to economic vitality and investment. The subject property contains the NextStar Energy facility, one of the most significant employment generators in the City and an important component of Windsor's advanced manufacturing sector. The proposed sign supports the continued operation of this major employment use through enhanced site identification, operational communications, employee information, visitor wayfinding, and public messaging.

The proposed sign is appropriately located adjacent to E.C. Row Expressway, a major transportation corridor that provides regional connectivity and visibility. The sign has been specifically designed to address the transportation context of the site through a V-shaped configuration that improves visibility for motorists travelling in both directions along the expressway while maintaining compliance with all applicable illumination, operational, and safety requirements.

The proposal also maintains compatibility with surrounding land uses, which is a fundamental objective of the Official Plan. The sign is separated from nearby residential uses by E.C. Row Expressway, an existing noise attenuation wall, and a distance of approximately 102 metres. Furthermore, the sign will operate with static messaging, a 2-hour dwell time, automatic brightness controls, and no flashing, scrolling, video, or animated content. The accompanying illumination analysis confirms that light levels reaching nearby residential properties will be negligible and are not anticipated to create adverse impacts.

Accordingly, the proposed sign supports the intent of the Mixed-Use Corridor designation by facilitating communication and identification for a significant employment use located along a major transportation corridor while maintaining compatibility with adjacent land uses and protecting the public realm.

The subject property is located within both the Forest Glade and Sandwich South Planning Districts and is not subject to any Secondary Plan policies. The lands are also located along the municipal boundary with the Town of Tecumseh, with the eastern property line forming the City of Windsor municipal boundary.

The subject lands are designated Mixed Use Corridor on Schedule D – Land Use Plan of the City of Windsor Official Plan

The property is zoned CD4.1 and MD2.4 and contains the NextStar Energy battery manufacturing facility, one of the largest industrial operations in the City. The proposed sign is intended to serve this existing employment use through onsite identification and operational communications.

Development Strategy

Chapter 3 of the Official Plan establishes a vision for a durable economy, employment growth, economic investment, and the continued development of Windsor as a competitive employment centre. The Plan

recognizes the importance of major employment centres that support investment, job creation, and access to major transportation routes. The subject property directly contributes to these objectives through its role as a large-scale advanced manufacturing facility employing over 1,300 workers and supporting future employment growth within Windsor.

The proposed sign supports the continued operation and visibility of this significant employment use by providing an effective means of communication and site identification along E.C. Row Expressway, one of Windsor's primary transportation corridors. As such, the proposal supports the economic development objectives of the Official Plan and contributes to the City's vision of maintaining a cultivated and competitive economy.

Employment Policies

The Official Plan identifies employment lands as critical locations for business and industrial activity and includes several objectives directly relevant to the proposed development. These objectives include:

- Ensuring Windsor remains an attractive location for businesses and employees;
- Expanding Windsor's economic base through investment and employment growth;
- Maintaining viable industrial areas;
- Providing sufficient infrastructure and support for employment uses; and
- Accommodating a full range of employment activities.

The Plan further states that Council shall encourage businesses and industries to locate and expand within Windsor and facilitate economic investment through the planning and development of employment areas.

The proposed sign supports these objectives by enhancing communication, wayfinding, employee information sharing, and corporate identification for a major advanced manufacturing facility. The proposal represents a modest modification to the form of signage permitted on the property and does not impact the planned employment function of the lands. Rather, it supports and reinforces that function.

Visibility and Transportation Corridor Context

The Official Plan recognizes the importance of highly visible employment areas and locations that benefit from direct exposure to major transportation routes. Employment-related uses are encouraged to locate with access to arterial roads, truck routes, and major transportation infrastructure. The NextStar facility occupies a prominent location adjacent to E.C. Row Expressway, a major transportation corridor within Windsor.

The proposed sign has been specifically designed to communicate with motorists travelling along E.C. Row Expressway and to provide legible identification for a facility of regional and national significance. The V-shaped configuration responds directly to the curvature of the roadway and improves visibility while maintaining compliance with illumination and operational requirements.

Compatibility

The Official Plan places significant emphasis on compatibility between employment uses and sensitive land uses. Employment development is intended to be designed and operated in a manner that minimizes adverse impacts while maintaining the viability of employment areas. Policies throughout Chapter 6 require consideration of setbacks, buffering, site design, landscaping, and compatibility with adjacent land uses.

The proposed sign satisfies these objectives through:

- substantial separation from residential uses;
- the presence of E.C. Row Expressway between the sign and residential neighbourhoods;
- an existing noise attenuation wall;
- compliance with municipal illumination requirements;
- static messaging with no animation or flashing elements;
- extended dwell times; and
- restriction to first-party content only.

While portions of the sign may be visible from certain second-storey residential windows, the illumination analysis demonstrates that light levels reaching residential properties remain negligible and are not anticipated to result in adverse compatibility impacts.

PLANNING RATIONALE

Intent of the Sign By-law

The purpose of the Sign By-law's digital sign provisions is to regulate visual impacts, maintain traffic safety, and protect sensitive land uses from adverse effects associated with illumination or excessive visual distraction.

The proposed sign continues to satisfy these objectives.

The display will operate exclusively as a first-party sign, contain static messaging only, comply with all illumination requirements, prohibit animation and flashing features, and exceed the required dwell times established by the By-law. As a result, the intent of the Sign By-law is maintained notwithstanding the requested relief.

Site Specific Circumstances

The subject property is unique within the City of Windsor.

With approximately 783 metres of frontage and functioning as a nationally significant advanced manufacturing facility, the site differs substantially from typical industrial properties. The scale of the operation, the length of frontage, and its exposure to a major controlled-access expressway create circumstances where a fully digital sign represents an appropriate form of communication.

In this instance, limiting digital copy to 30 percent of the sign face would significantly diminish the effectiveness and legibility of the sign without providing any corresponding planning benefit.

The proposed sign face area remains within the maximum size contemplated by the Sign By-law. The amendment relates solely to the proportion of the sign face that may contain digital content.

In addition to its role as a major employment generator, the subject lands are designated Mixed Use Corridor, a designation that specifically contemplates highly visible uses along major transportation corridors. The proposed sign responds to this context by providing an appropriate form of site identification and communication that reflects the scale, prominence, and strategic importance of the NextStar Energy facility.

First Party Content

A key consideration in evaluating the proposal is the distinction between first-party signage and off-premise advertising.

The proposed digital display shall be limited exclusively to content directly associated with NextStar Energy including site identification, operational information, employee communications, visitor information, safety messaging, emergency notifications, community information and other communications related to the operation of the facility. No third-party advertising shall be displayed.

While staff have noted that the appearance of the sign may resemble a billboard, its function remains fundamentally different. Billboard signs are intended to display changing advertising for various off-site businesses and products. By contrast, the proposed display is intended solely to communicate information associated with the operations of NextStar Energy.

The sign therefore functions as corporate identification and operational communication rather than commercial advertising.

To further distinguish the proposed digital ground sign from a digital billboard, the proposed sign will feature a 2-hour dwell time per message cycle. In comparison to the minimum 8-second dwell time permitted for digital billboards, this extended duration ensures that the sign remains visually static for any individual observer or motorist passing the site. By eliminating frequent message, the display avoids triggering driver distraction while aligning far more closely with the visual performance of traditional static ground signage.

Compatibility with Adjacent Residential Uses

Several factors significantly mitigate potential impacts:

- The residential neighbourhood is separated from the sign by E.C. Row Expressway;
- The nearest residential property is approximately 102 metres from the sign location;
- An existing noise attenuation wall provides substantial visual screening from ground-level viewpoints;
- Rear yard views are largely screened by the existing wall;
- Some visibility may occur from second-storey residential windows; however, viewing distances remain significant;
- The illumination analysis demonstrates negligible light impacts at residential locations; and

- The display will operate in accordance with all municipal illumination requirements.

Although the sign may be partially visible from certain upper-storey windows, the combination of distance, screening, limited viewing angles, and regulated brightness levels ensures that the proposed sign remains compatible with adjacent residential uses and is not expected to generate adverse land-use impacts.

Precedent Considerations

Approval of this application will not establish an undesirable precedent for similar electronic signage or undermine the general intent of the City of Windsor Sign By-law. This proposal represents a highly customized, site-specific exception tailored to an unparalleled set of land-use circumstances that cannot be easily replicated elsewhere in the municipality.

The requested relief—permitting 100% digital changing copy on a sign footprint that otherwise fully complies with all height, size, and setback provisions—is uniquely justified by the following cumulative planning criteria:

- **Unprecedented Scale of Employment Use:** The subject property contains a 4.23-million-square-foot advanced manufacturing campus of national economic significance, demanding a modern built form capable of dynamic operational and safety communication.
- **Exceptional Frontage and Exposure:** The campus commands an extraordinary 783 meters of continuous frontage flanking a major controlled-access expressway corridor (E.C. Row Expressway), where traditional 30% copy restrictions would functionally impair sign legibility and motorist safety.
- **Infrastructure Segregation:** The sign is physically isolated from sensitive land uses by a major multi-lane provincial/municipal transit corridor and an engineered noise attenuation wall, which provides permanent structural screening for adjacent rear yards.
- **Strict Operational Restrictions:** The owner has voluntarily restricted the display to low-intensity, first-party corporate copy with a conservative 2-hour dwell time, completely distinct from commercial third-party billboard operations.

Because these geographic and operational characteristics are uniquely confined to the NextStar Energy campus, City Council can safely approve this amendment as a localized exception. This ensures the general 30% digital copy restriction remains robust and fully enforceable across typical commercial and industrial zones on Banwell Road and throughout Windsor.

CONCLUSION

In summary, the proposed amendment to permit 100 percent digital changing copy on the first-party ground sign at 3501 Banwell Road represents a minor, low-intensity modification that is highly appropriate, physically compatible, and consistent with the core objectives of the City of Windsor Sign By-law and Official Plan.

The proposal is strongly supported by the following planning conclusions:

- **Functional Alignment with Economic Significance:** The sign serves Canada's first commercial-scale EV battery manufacturing facility. Providing dynamic, 100% electronic copy is an essential, modern built-form requirement to manage critical site identification, logistics, operational announcements, and employee safety messaging for a campus of national significance.
- **Complete Technical and Environmental Compatibility:** The sign fully complies with all established regulatory provisions regarding height, area, and first-party content. Operating with a conservative nighttime cap of 300 nits and a 102-metre residential setback—well beyond the 60-metre municipal requirement—the display guarantees zero light trespass or adverse glare for the adjacent neighborhood.
- **Infrastructure-Backed Risk Mitigation:** The substantial multi-lane infrastructure corridor of the E.C. Row Expressway and an engineered noise attenuation wall provide a robust physical and visual buffer, entirely eliminating ground-level lines of sight from residential rear yards.
- **Commitment to Transit Safety:** By utilizing strictly static copy, instantaneous transitions, and an extended 2-hour message dwell time, the display operates at a significantly lower visual intensity than a standard third-party digital billboard, completely aligning with the national road safety guidelines established by the Transportation Association of Canada (TAC).
- **Protection Against Policy Precedent:** Because the application is justified by an extraordinary, site-specific combination of circumstances—including over 780 meters of continuous industrial frontage flanking a major expressway—City Council can safely approve this as a localized exception without undermining the general enforceability of the Sign By-law across the wider municipality.

For the reasons outlined above, the requested amendment maintains the absolute intent of municipal regulations to protect the public realm while safely accommodating vital economic infrastructure. The proposal is consistent with the principles of good planning and is respectfully recommended for approval.

Should you require any additional information or clarification regarding this application, please do not hesitate to contact the undersigned.

Shawna Petzold
General Manager

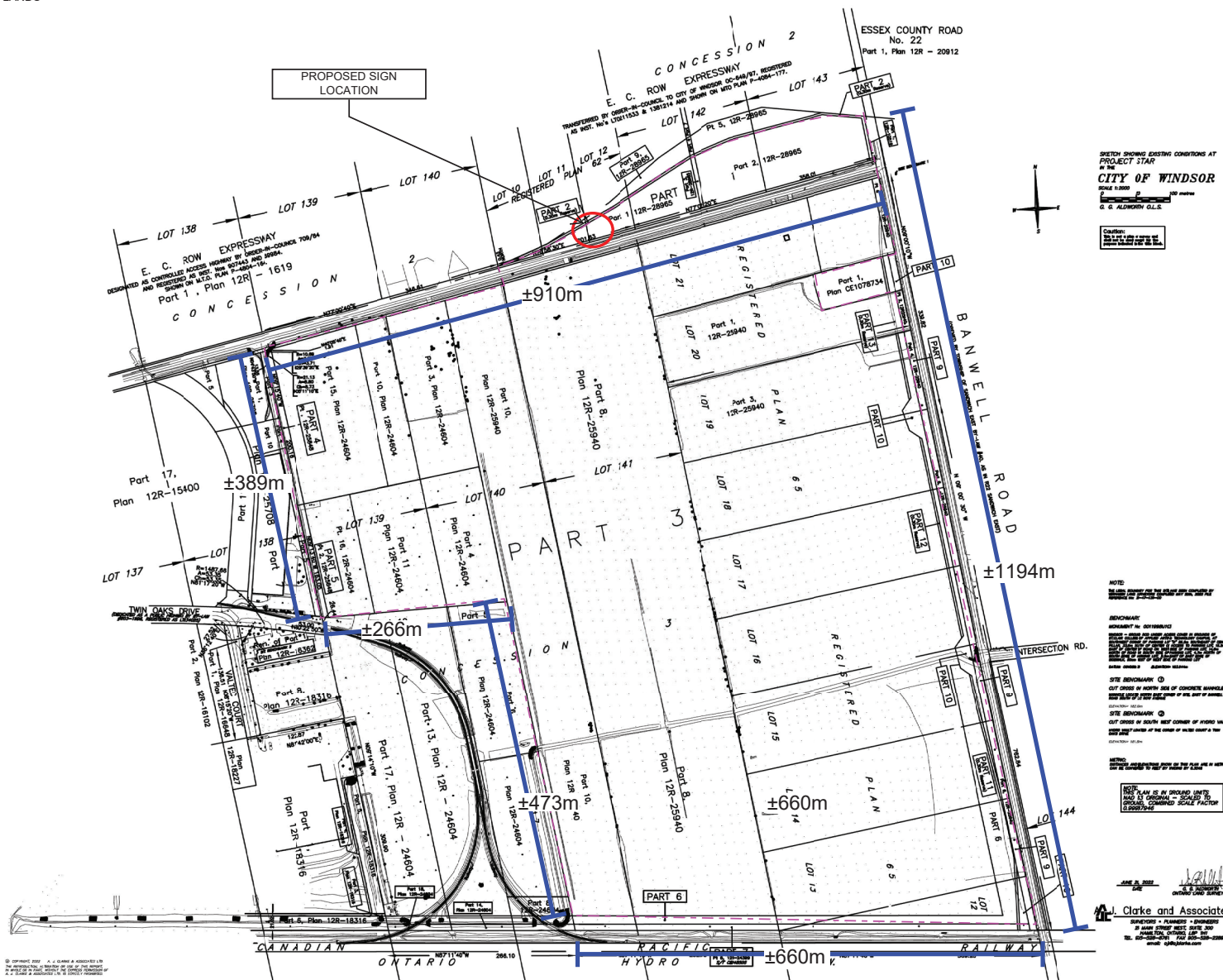


Permit World Consulting Services Inc
57 William St. W. | Waterloo, ON | N2L 1J6
519-585-1201 x 101 | spetzold@permitworld.ca

Appendix B



NEXTSTAR ENERGY LANDS
±87.8 HA



40 Bramsteele Rd.
Brampton, Ont. L6W 3L8
TEL: 905-451-9720
Toll Free: 1-800-463-1079
www.atecsigns.ca

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No	Revision	Date:
00	Original Issue	dd/mm/yy
01		dd/mm/yy
02		dd/mm/yy
03		dd/mm/yy
04		dd/mm/yy
05		dd/mm/yy
		dd/mm/yy

P. Eng:	
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Project:

CAD File:
Site Plan

Drawn By: A. Kruger

Sales: Enter Sales Person

Plot Date: 14-Jan-26

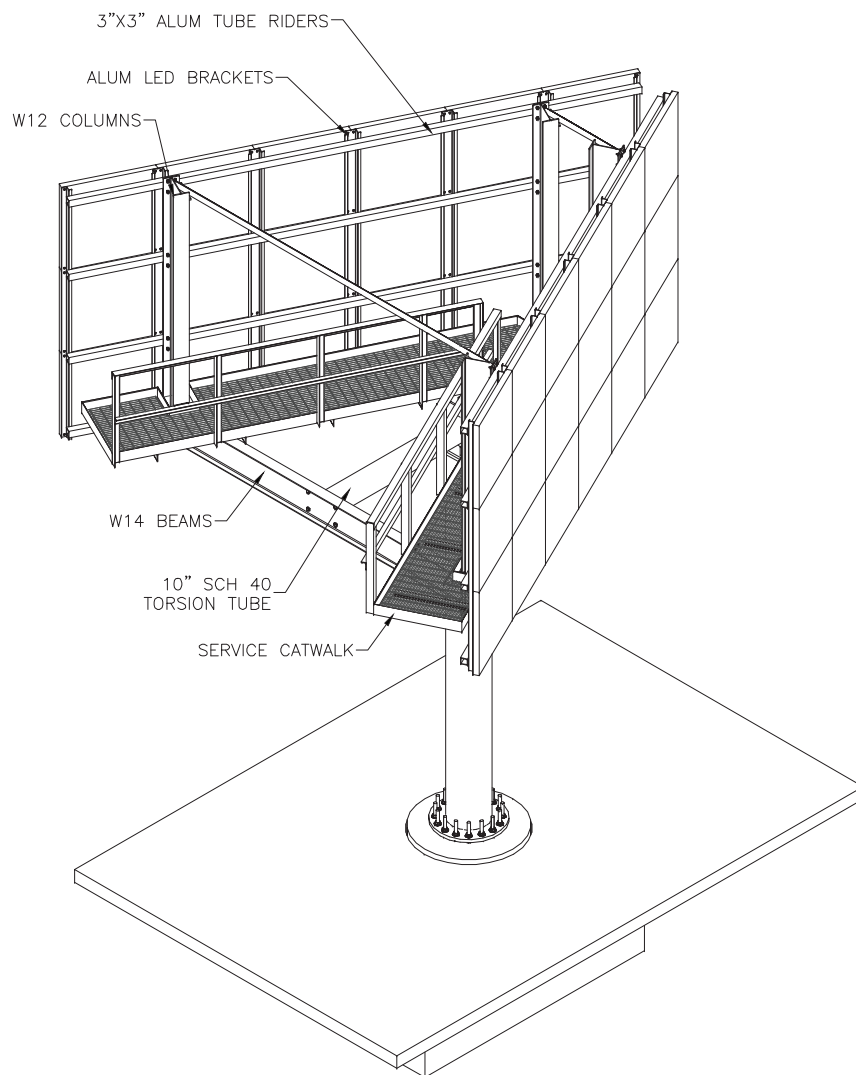
Work Order:	Drawing No:
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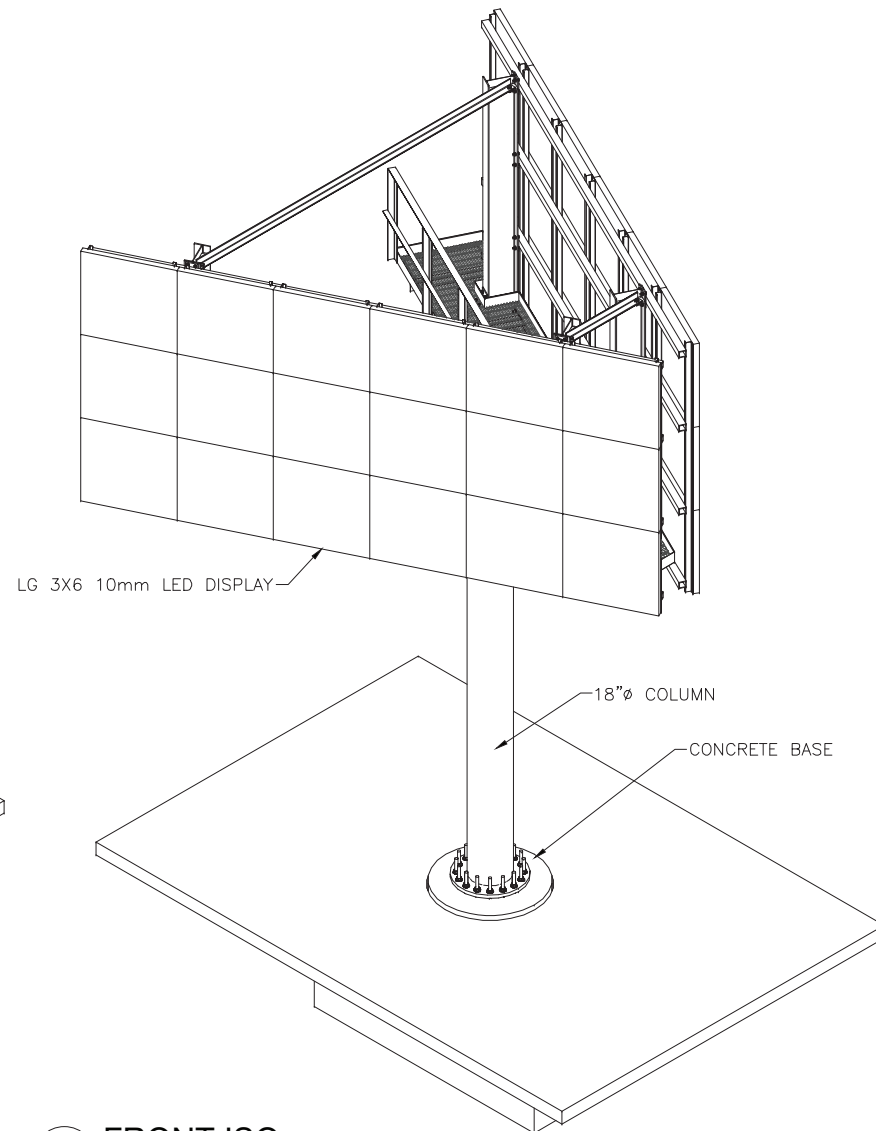
S



NEXTSTAR ENERGY
3501 BANWELL RD
WINDSOR, ON



1 REAR ISO
S1 SCALE: 1/4" = 1'-0"



2 FRONT ISO
S1 SCALE: 1/4" = 1'-0"



40 Bramsteele Rd.
Brampton, Ont. L6W 3L8
TEL: 905-451-9720
Toll Free: 1-800-463-1079
www.atecsigns.ca

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Date:	06/01/26	dd/mm/yy	dd/mm/yy	dd/mm/yy	dd/mm/yy	dd/mm/yy
No.	00	01	02	03	04	05
Revision	Original Issue					
P. Eng:						

Project:
NEXTSTARR VEE SHAPED LED

EC ROW Expressway, Windsor
ON

CAD File:
Pylon V Shape

Drawn By: A. Kruger

Sales: K. Zwaal

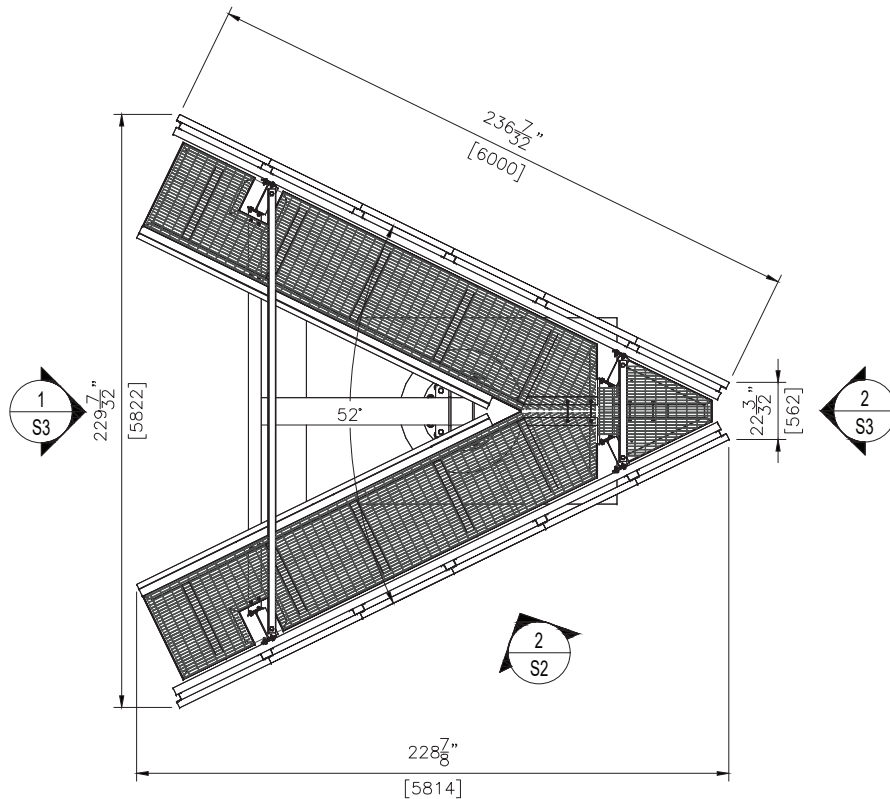
Plot Date: 6-Jan-26

Work Order: Drawing No:

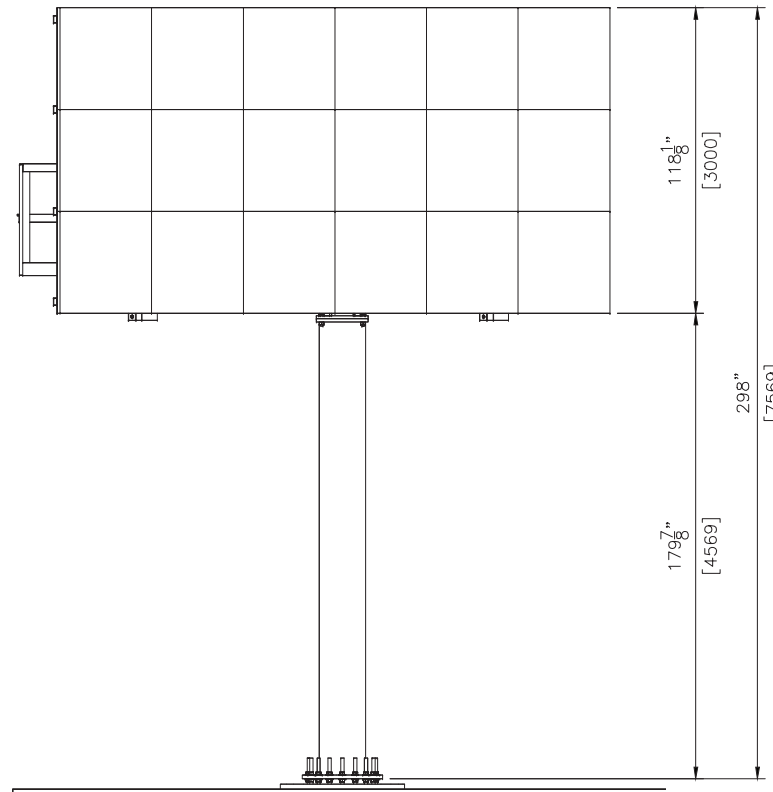
12407

S1

Sign Area = 18.0m² per side
 Sign to display First Party Content Only for NextStar Energy



1 REAR ISO
 SCALE: 1/4" = 1'-0"



2 ELEV
 SCALE: 1/4" = 1'-0"



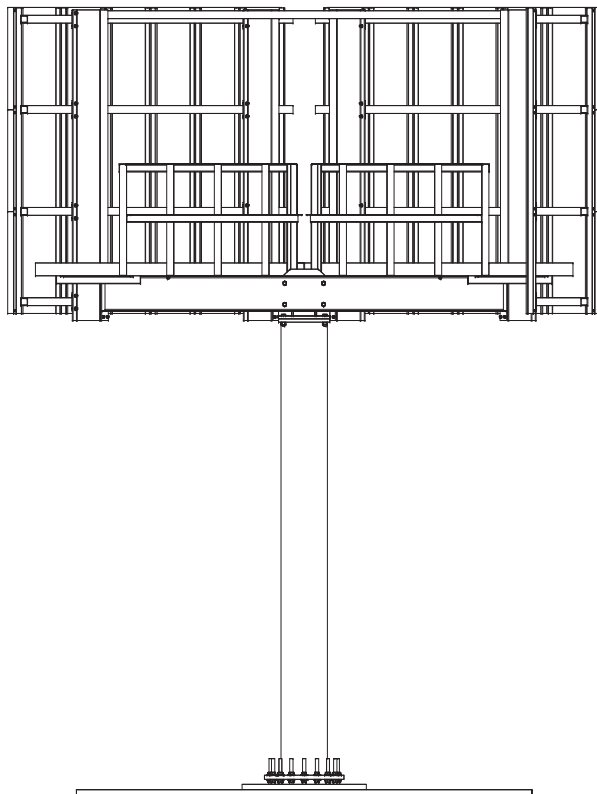
40 Bramsteele Rd.
 Brampton, Ont. L6W 3L8
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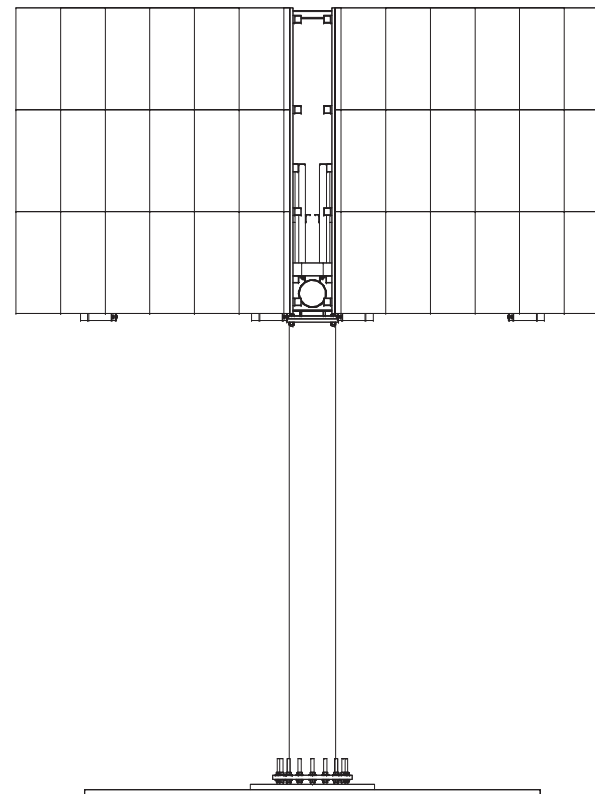
Date:	No.	Revision	Original Issue	01	02	03	04	05	06
06/01/26									

P. Eng:

Project:
 NEXTSTARR VEE SHAPED LED
 EC ROW Expressway, Windsor ON
 CAD File:
 Pylon V Shape
 Drawn By: A. Kruger
 Sales: K. Zwaal
 Plot Date: 6-Jan-26
 Work Order: Drawing No:
 12407 **S2**



1 REAR ELEV
S3 SCALE: 1/4" = 1'-0" ref dwg No. S2



2 FRONT ELEV
S3 SCALE: 1/4" = 1'-0" ref dwg No. S2



40 Bramsteele Rd.
Brampton, Ont. L6W 3L8
TEL: 905-451-9720
Toll Free: 1-800-463-1079
www.atecsigns.ca

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Date:	06/01/26	dd/mm/yy	dd/mm/yy	dd/mm/yy	dd/mm/yy	dd/mm/yy
No.	00	01	02	03	04	05
Revision	Original Issue					

P. Eng:

Project:
NEXTSTARR VEE SHAPED LED

EC ROW Expressway, Windsor
ON

CAD File:
Pylon V Shape

Drawn By: A. Kruger

Sales: K. Zwaal

Plot Date: 6-Jan-26

Work Order: Drawing No:

12407

S3



Council Report: S 104/2026

Subject: Closure of the east/west alley located west of Bridge Avenue, east of Partington Avenue, and south of College Avenue, SAA-7210, Ward 2

Reference:

Date to Council: October 5, 2026
Author: Denise Wright, Manager Real Estate Services
(519) 255-6100 x 6403
dwright@citywindsor.ca
Legal – Real Estate Services
Report Date: 9/16/2026
Clerk's File #: SAA2026

To: Mayor and Members of City Council

Recommendation:

- I. THAT the 6.14 metre-wide east/west alley located west of Bridge Avenue, east of Partington Avenue, and south of College Avenue, as shown on Drawing No. CC-1860 (attached hereto as Appendix "A"), and hereinafter referred to as the "Subject Alley", **BE ASSUMED** for subsequent closure.
- II. THAT the Subject Alley **BE CLOSED AND CONVEYED** in **as is condition** to the owner of the abutting property known municipally as 993 Bridge Avenue, and legally described as south Part Lot 168, Lot A, Registered Plan 369; Windsor, and as necessary, in a manner deemed appropriate by the City Solicitor, subject to the following:
 - a. An Easement, subject to being accepted in the City's standard form and in accordance with the City's standard practice, being granted to:
 - i. Enbridge Gas Inc. to accommodate existing infrastructure.
 - b. The owner of 993 Bridge Avenue obtaining a driveway permit from Right-of-Way to maintain the driveway approach as per City Standards AS-222 or AS-221.
- 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 RD1.3 and RD2.5, \$600 per front foot without easements, plus HST and \$300 per front foot with easements, plus HST.

- IV. THAT the City Solicitor **BE REQUESTED** to supply the appropriate legal description, in accordance with Drawing No. CC-1860.
- V. THAT the City Solicitor **BE REQUESTED** to prepare the necessary by-law(s).
- VI. THAT the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to 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



Background:

The applicant, Paul Belanger, owner of the property known municipally as 993 Bridge Avenue (the “**Subject Property**”), applied to close the 6.14 metre-wide east/west alley, located west of Bridge Avenue, east of Partington Avenue, and south of College Avenue (the “**Subject Alley**”), and shown on Drawing No. CC-1860 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 consolidating the Subject Alley with the Subject Property as he is currently encroaching onto the Subject Alley with a fence and cement barriers. The Subject Alley is unmaintained and composed primarily of gravel, concrete sidewalk, grass and natural vegetation. The Subject Alley contains Enbridge Gas infrastructure within the proposed area.

There are no Encroachment Agreements on record for the use of the Subject Alley.

The Subject Alley was established by way of a By-law to Declare Lands in Farm Lot 68 Concession 1 to be Public Streets and Alleys, registered on June 15, 1955, as Instrument No. R109964.

There is a driveway approach at the east end of the Subject Alley that appears to be used by the applicant. If the proposed alley closure is approved, the owner of the Subject Property will require a permit to maintain the driveway approach as per City Standards AS-222 or AS-221.

The lands abutting the Subject Alley to the south, municipally known as 1920 Grove Avenue, are zoned Residential District 2.5 and are subject to site-specific provision S20(1)511. Section 20(1)511 also applied to the southern portion of the subject alley. The development at 1920 Grove Avenue proceeded through the Site Plan Control process. The approved Site Plan Control development does not incorporate or rely upon the Subject Alley as part of the development lands. As such, the conveyance of the Subject Alley to the applicant will not impact the approved development at 1920 Grove Avenue.

Administration is recommending that the entire width of the Subject Alley be conveyed to the applicant to rectify the existing encroachments.

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.
--	--

Administration deems the Subject Alley “dispensable” and supports the requested closure.

Should the recommendation be approved, the Subject Alley will be conveyed in **as is condition**, to the owner of the Subject Property at 993 Bridge Avenue, in order to rectify existing encroachments and as the southern half of the Subject Alley is not required for the development to the south.

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:

Closure of the Subject Alley will have little impact on GHG emissions, with any positive outcome dependent on individual landowner choices. In some cases, owners may choose to naturalize the space while others may introduce hardscaping or accessory structures. The City can help support more favourable outcomes through programs that encourage tree planting and low-impact landscaping.

Climate Change Adaptation:

Closure of the Subject Alley may result in increased green space and/or on-site drainage which can potentially strengthen overall resilience to extreme heat and rainfall.

Financial Matters:

The rate for an alley conveyed to abutting lands zoned RD 1.3 and RD 2.5 is assessed at \$600 per front foot without easements, plus HST, and \$300 per front foot with easements, plus HST. Funds will be deposited to chartfield 160-6940-5010-02942-0229611 (Unclassified Revenue).

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 October 18, 2024, with no objections being received as of the date of writing this report.

Notice of Development & Heritage Standing Committee meeting and Council meeting are published in the Windsor Star prior to each of the meetings. In addition, notice of each of the public meetings will be mailed to the abutting/affected property owners prior to the meetings.

Kristen Karam, Financial Planning Administrator, was consulted on the financial matters associated with this report.

Jamelah Hersh, Senior Legal Council, was consulted on the legal matters associated with this report.

Conclusion:

Administration recommends closure of Subject Alley shown on attached Appendix "A", subject to an easement in favour of Enbridge Gas Inc.

The closed Subject Alley is to be conveyed in **as is condition** to the owner of the Subject Property at 993 Bridge Avenue.

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, Financial Planning
Janice Guthrie	Commissioner, Finance & City Treasurer
Ray Mensour	Chief Administrative Officer

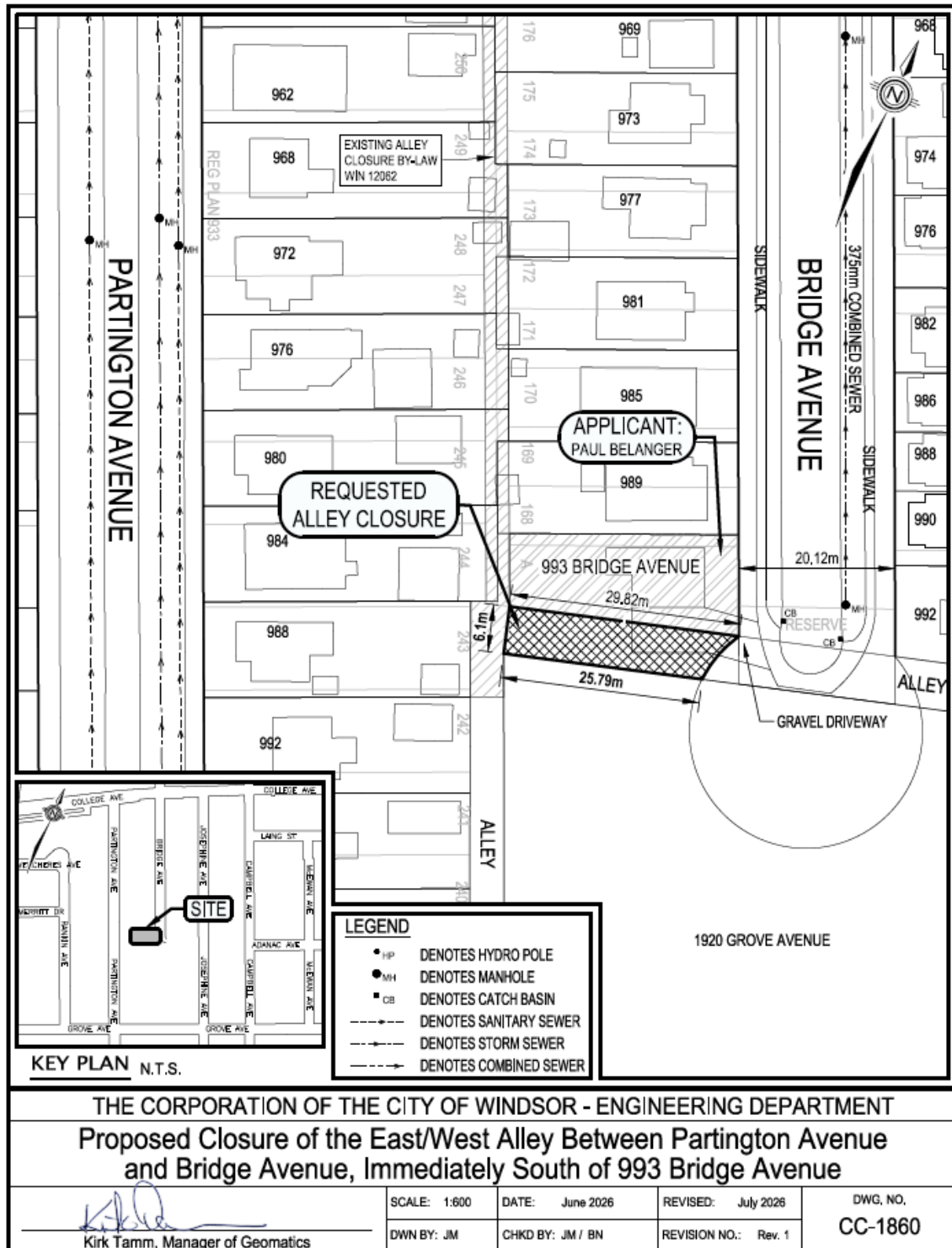
Notifications:

The Legal Department provided the Clerks Department with mailing labels for Notice of Development & Heritage Standing Committee on September 22, 2026.

Appendices:

- 1 Appendix A - Drawing No. CC-1860
- 2 Appendix B - EIS Drawing - Aerial Photo
- 3 Appendix C - Consultations with Municipal Departments and Utility Companies
- 4 Appendix D - Site Photos
- 5 Appendix E - Criteria for Evaluating Applications to Close a Street or Alley

APPENDIX "A" **Drawing No. CC-1860**



APPENDIX "B"
EIS Drawing - Aerial Photo



STREET & ALLEY CLOSING (SAA/7210)

APPLICANT : PAUL BELANGER

 REQUEST FOR CLOSURE

PLANNING DEPARTMENT - PLANNING POLICY

DATE: JULY, 2024

1:500





STREET & ALLEY CLOSING (SAA/7210)

1:500

APPLICANT : PAUL BELANGER

 REQUEST FOR CLOSURE

PLANNING DEPARTMENT - PLANNING POLICY

DATE: JULY, 2024



APPENDIX “C”

Consultations with Municipal Departments and Utility Companies

BELL CANADA

No comments provided

COGECO CONNEXION INC.

Cogeco does not need to be on this easement.

[Daniel Haggins – Regional Program Lead]

ENBRIDGE GAS INC.

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

Please Note:

- 1. The shown piping locations are approximate and for information purposes only**
- 2. The drawings are not to scale**
- 3. This drawing does not replace field locates. Please contact Ontario One Call for onsite locates prior to excavating, digging, etc**

Enbridge Gas requires a minimum separation of 0.6m horizontal and 0.3m vertical from all our plant less than NPS 16 and a minimum separation 1.0m horizontal and 0.6m vertical between any CER-regulated and vital pipelines. For all pipelines (including vital pipelines), when drilling parallel to the pipeline, a minimum horizontal clearance measured from the edge of the pipeline to the edge of the final bore hole of 1 m (3.3 ft) is required. Please ensure that this minimum separation requirement is maintained, and that the contractor obtains locates prior to performing any work and utilizes safe excavation practices while performing any work in the vicinity.

Also, please note the following should you find any abandoned infrastructure in the area:

- Any pipe that is excavated, please assume that it is live.
- If during any job, any pipe is found that is not on the locate sheet and conflicts with your work, please call our emergency number (1-877-969-0999), and one of our Enbridge representatives will respond to determine if that plant is in fact live or dead.
- Please note that our Enbridge Gas representative will respond to the live or dead call within 1-4 hours, so please plan your work accordingly.

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



[Sandro Aversa C.E.T. - Drafter Estimator]

ENGINEERING (DEVELOPMENT & ROW)

The alley to be closed is approximately 29.75 m long and 6.3 m wide and made of gravel and concrete sidewalk. 993 Bridge Ave has a fence encroaching into the alley. There are no sewers running through the alley. There are hydro poles and guy wires in the alley. An easement will be required for utilities. There is a driveway approach at the east end of the alley that appears to be used by the Applicant. If the proposed alley closure is approved 933 Bridge Ave will require a permit to construct a driveway approach as per City Standards AS-222 or AS-221. This subject alley to have no usefulness by CR146/2005; therefore, we have no objections to the closure of the alley.

[Shannon Mills, C.E.T. – Technologist III]

ENGINEERING (OPERATIONS)

No comments provided

ENVIRONMENTAL SERVICES

No comments provided

ENWIN UTILITIES LTD. (HYDRO)

No objection.

[Nillavon Balachandran – Hydro Engineering Technologist]

ENWIN UTILITIES LTD. (WATER)

ENWIN Water has no objections.

[Bruce Ogg - Water Project Review Officer]

FINANCIAL PLANNING

No concerns. There are no costs to the City.

[Kristen Karam, - Financial Planning Admin.]

LEGAL & REAL ESTATE SERVICES

For the east/west alley located between Bridge Avenue and Josephine Avenue, abutting lands zoned RD1.3, the conveyance price is \$600 per front foot without easements and \$300 per front foot with easements. A survey is not required for this parcel, as it has its own PIN and the full width would be transferred to 993 Bridge Avenue. No deed preparation fee will be charged, as the abutting owner will be required to retain their own lawyer.

[Natalie D'Ambrosio - Coordinator Real Estate Services]

MANAGED NETWORK SYSTEM INC. (MNSi)

MNSi does not require any Easements for this application.

[Dave Hartleib - Outside Plant Manager]

PARKS

From Park Developments including forestry and natural areas, there are no comments regarding this alley closure.

[Hoda Kameli - Landscape Architect]

No Comments

[Karen Alexander - Naturalist & Outreach Coordinator]

No Comments

[Yemi Adeyeye - City Forester / manager Forestry & Natural Areas]

PLANNING (DEVELOPMENT)

The requested closure is in an area zoned half Residential District 1.3 and half Residential District 2.5 with site specific provision S20(1)511. The subject property has a land use designation of Residential per the Official Plan Schedule D – Land Use. The

alley does not service commercial properties. The alley does not serve as the only vehicular means of access to any properties. The requested closure will not land lock transferable lots/blocks on a Registered Plan of Subdivision, restrict property access, or restrict development. There are no current development applications on properties adjacent to the alley. The mentioned site-specific provision that applies to part of the subject alley is a result of past planning applications. Alley closure application is a condition of SPC. This condition states: The Owner further agrees, prior to the issuance of a Building Permit, the owner shall apply to the Street and Alley Closing Committee to close the existing alley adjacent to the subject property. For more information regarding the SPC application please contact Kareem Kurdi at kkurdi@citywindsor.ca. The requested closure is within the Archeological Potential Zone – a stage 1 Archeological Assessment was a condition of the adjacent SPC at 1920 Grove Ave. For questions regarding heritage or Archeological Assessments please contact Kristina Tang at ktang@citywindsor.ca

[Conner O'Rourke, Planner II, Development Review]

PLANNING (LANDSCAPE)

There are no comments from Urban Design or Landscape Architecture regarding this alley closure.

[Hoda Kameli, Landscape Designer]

ROGERS

No comments provided

TELECON (TELUS)

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

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

[Frederic Sua – Design Specialist II – Access Engineering]

TRAFFIC OPERATIONS

No Comments provided

TRANSPORTATION PLANNING

It is already addressed on 1920 Grove Ave (SAS/7183) alley closure. See comment below:

[Transportation Planning has objections to the proposed alley closure on the east side of 1920

Grove Ave. Pedestrians and vehicles are using it. In case of the closure, 1003 Josephine Ave would lose access to the garage and rear parking. This property has no front, side and driveway. Similarly, 1071 Josephine Ave and 1083 Josephine Ave would lose their rear parking.

However, Transportation Planning has no objections to the proposed alley closure on the west side of 1920 Grove Ave. It is not maintained covered with long grass. Not vehicles nor pedestrians are using it.]

[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 this requested closure, as the outcome from this will not negatively impact police incident response or service delivery capability for any of the abutting properties.

[Barry Horrobin - Director of Planning & Physical Resources]

APPENDIX “D”
Site Photos (June 26, 2026)



Figure 1 – View of Subject Alley facing west from Bridge Avenue



Figure 2 - View of Subject Alley facing west from applicant's driveway

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.

Subject: Closure of the east/west alley located north of Giles Boulevard West, east of Church Street, south of Grove Avenue , SAA-7359, Ward 3

Reference:

Date to Council: October 5, 2026
Author: Denise Wright
Manager, Real Estate Services
(519) 255-6100 x 6403
dwright@citywindsor.ca
Legal – Real Estate Services
Report Date: 9/15/2026
Clerk's File #: SAA2026

To: Mayor and Members of City Council

Recommendation:

- I. THAT the 3.05-metre-wide east/west alley, located north of Giles Boulevard West, east of Church Street, and south of Grove Avenue, and shown on Drawing No. CC-1885 (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, to the abutting property owners and 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 infrastructure;
 - ii. ENWIN Utilities Ltd. to accommodate existing 120/240V overhead hydro distribution;
 - 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 alleys abutting lands zoned RD1.3, \$1.00 plus 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.
 - b. For alley conveyed to abutting lands zoned RD1.3 where acquisition would increase frontage of lands on Church Street, \$600 per front foot without easements and \$300 per front foot with easements.
- IV. THAT the City Solicitor **BE REQUESTED** to supply the appropriate legal description, in accordance with Drawing No. CC-1885.
 - V. THAT the City Solicitor **BE REQUESTED** to prepare the necessary by-law(s).
 - VI. THAT the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to **EXECUTE** the necessary documents approved as to form and content satisfactory to the City Solicitor.
 - VII. THAT the matter **BE COMPLETED** electronically pursuant to By-law Number 366-2003

Executive Summary:

N/A



Background:

The applicant, Karen Michelle McCauley, owner of the property known municipally as 367 Grove Avenue (the “**Subject Property**”), applied to close the 3.05 metre-wide

east/west alley, located north of Giles Boulevard West, east of Church Street, and south of Grove Avenue (the “**Subject Alley**”), and shown on Drawing No. CC-1885 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 extending her property and to rectify existing encroachments.

The Subject Alley is partially maintained and composed primarily grass and gravel. The Subject Alley does not contain sewers, manholes or catch basins, however it does contain aerial hydro and utility lines, utility poles with guy wires and anchors supporting overhead hydro and utility lines. The Subject Alley has been encroached on over the years by abutting properties with fences and outbuildings. There are no Encroachment Agreements on record for the use of the alley.

There is a concrete and gravel driveway approach on the west end of the alley being used by 1166 Church Street for parking. If the Subject Alley is closed, and a portion conveyed to the owner of 1166 Church Street, a permit will be required by the property owner to complete and maintain the driveway to City Standard AS-221 or AS-222 should that owner wish to continue using the Subject Alley for parking.

The Subject Alley was declared a Public Highway by way of By-law 2543, passed on the 19th of August, 1963 and registered as Instrument No. R286782 on August 23, 1963.

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.

Administration deems the Subject Alley as “dispensable”.

Should the recommendation be approved, 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 to the abutting property owners, being the standard manner of conveyance.

Risk Analysis:

The recommended closure of the Subject Alley and conveyance to abutting owners will divest the City of associated liability risks and maintenance costs.

There is a moderate risk to the City however that following closure of the Subject Alley the City may remain the owner of certain remnant portions of the Subject Alley. Such remnant parcels may remain in the City's ownership in instances where the abutting owner is not agreeable to acquiring their allocated portion. Such risk is mitigated by Real Estate Services continuing to offer such remnant parcels for sale to other abutting owners who have agreed to purchase their portion of the closed alley.

Climate Change Risks

Climate Change Mitigation:

Closure of the Subject Alley will have little impact on GHG emissions, with any positive outcome dependent on individual landowner choices. In some cases, owners may choose to naturalize the space while others may introduce hardscaping or accessory structures. The City can help support more favourable outcomes through programs that encourage tree planting and low-impact landscaping.

Climate Change Adaptation:

Closure of the Subject Alley may result in increased green space and/or on site drainage which can potentially strengthen overall resilience to extreme heat and rainfall.

Financial Matters:

The rate for an alley conveyed to abutting lands zoned RD1.3 is assessed as follows:

- a. For alleys abutting lands zoned RD1.3, \$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.
- b. For alley conveyed to abutting lands zoned RD1.3 where acquisition would increase frontage of lands on Church Street, \$600 per front foot without easements and \$300 per front foot with easements.

Should the Recommendations be approved, the Legal Department will contract the survey and charge the cost, estimated at \$6,750 plus HST, to chartfield 001-2950-5144-02942-0125230 (Admin-Legal), which has sufficient budget available. Proceeds will be deposited to 160-6940-5010-02942-0229611 (Unclassified Revenue).

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 March 2, 2026, with no objections being received as of the date of writing this report.

Notice of Development & Heritage Standing Committee meeting and Council meeting are published in the Windsor Star prior to each of the meetings. In addition, notice of each of the public meetings will be mailed to the abutting/affected property owners prior to the meetings.

Kristen Karam, Financial Planning Administrator, was consulted on the financial matters associated with this report.

Jamelah Hersh, Senior Legal Council, 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, to 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, Financial Planning
Janice Guthrie	Commissioner, Finance & City Treasurer
Ray Mensour	Chief Administrative Officer

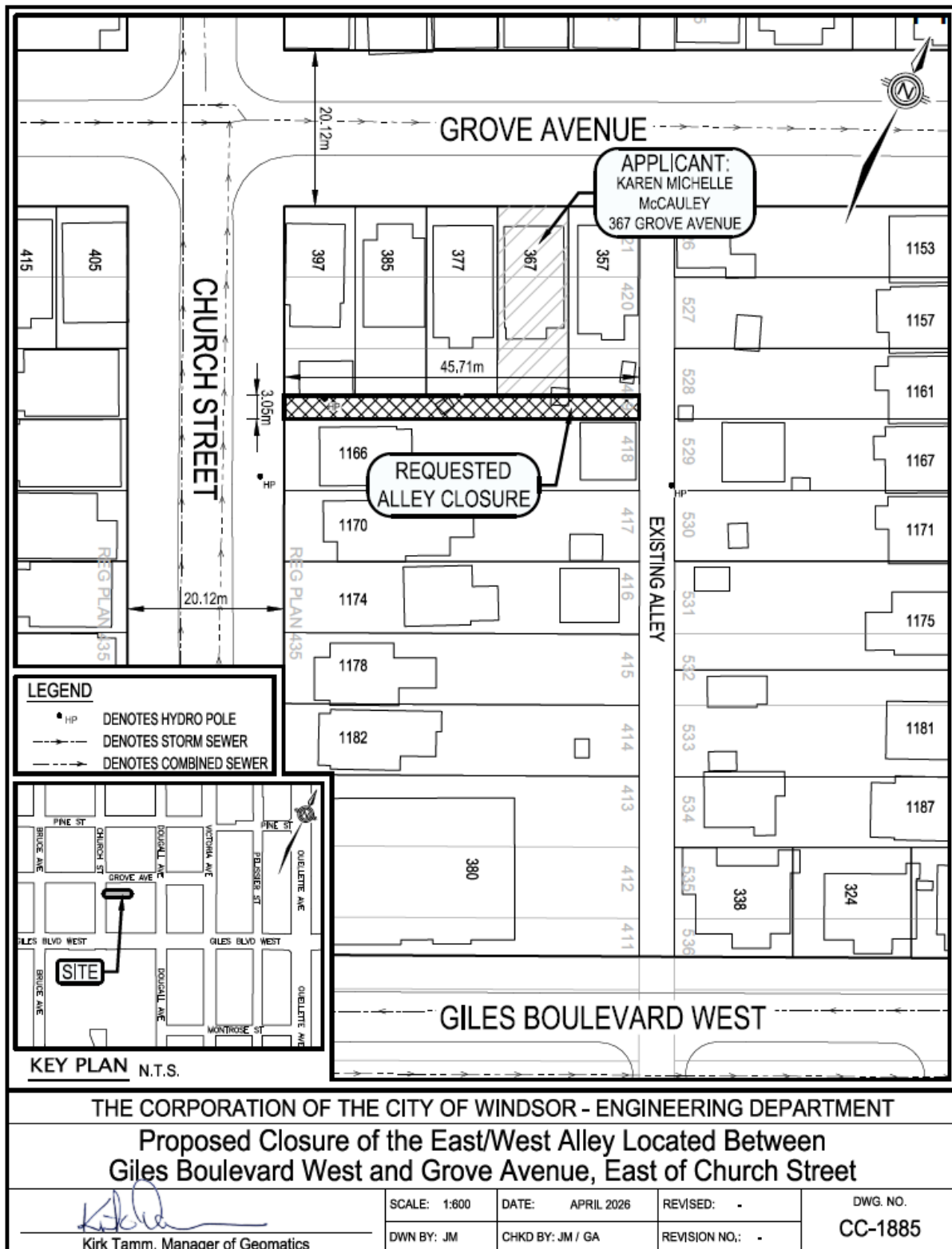
Notifications:

The Legal Department provided the Clerks Department with mailing labels for Notice of Development & Heritage Standing Committee on September 22, 2026.

Appendices:

- 1 Appendix A - Drawing No. CC-1885
- 2 Appendix B - EIS Drawing - Aerial Photo
- 3 Appendix C - Consultations with Municipal Departments and Utility Companies
- 4 Appendix D - Site Photos
- 5 Appendix E - Classification of Alleys and Suitability for Closure

APPENDIX "A" **Drawing No. CC-1885**



APPENDIX "B"

EIS Drawing - Aerial Photo



STREET & ALLEY CLOSING (SAA/7359)

1:750

APPLICANT : MCCAULEY, KAREN MICHELLE



REQUEST FOR CLOSURE

PLANNING DEPARTMENT - PLANNING POLICY

DATE: FEBRUARY, 2026





STREET & ALLEY CLOSING (SAA/7359)

APPLICANT : MCCAULEY, KAREN MICHELLE



REQUEST FOR CLOSURE

PLANNING DEPARTMENT - PLANNING POLICY

DATE: FEBRUARY, 2026

1:750



APPENDIX “C”

Consultations with Municipal Departments and Utility Companies

BELL CANADA

Bell Canada has no concerns with respect to Application for Consent SAA-7359, regarding 367 Grove AV.

[Lisa – Bell Canada External Liaison]

COGECO CONNEXION INC.

Cogeco will be required to be named on an easement for this address

[Mike Weingust – Network Delivery Specialist]

ENBRIDGE GAS INC.

No comments provided

[Gord Joynson - Drafter Estimator]

ENGINEERING (DEVELOPMENT & ROW)

- The proposed east/west alley closure is approximately 10 feet (3m) wide and 150 feet (45.7m) long and made of gravel and grass.
- There are no sewers, manholes, or catchbasins in the alley.
- There are hydro poles, guy wires, and overhead wires in the alley; an easement would be required for utilities.
- There is no garage access to the alley.
- 367 and 377 Grove Ave have fence and shed encroachments blocking the alley.
- There is a concrete and gravel driveway approach on the west end of the alley being used by 1166 Church St for parking. If the alley is closed a permit will be required by the property owner to complete and maintain the driveway to City Standard AS-221 or AS-222. Otherwise, the driveway approach to the alley will be the responsibility of the city to remove in the future when funds exist.
- The subject alley has no usefulness by CR146/2005; therefore, Engineering has no objections to the closure.

[Shannon Mills – Technologist III]

ENGINEERING (OPERATIONS)

There are no maintenance concerns and the closure is supported.

[Roberta Harrison – Manager Maintenance]

ENVIRONMENTAL SERVICES

Does not affect our operating area.

[Jim Leether – Senior Manager, Environmental Services]

ENWIN UTILITIES LTD. (HYDRO)

No Objection provided clearances are maintained from our distribution plant. However, an easement named to ENWIN Utilities Ltd., will be required for the limit of the purposed alley closure to accommodate for the existing overhead hydro distribution.

ENWINs easement guidelines:

Overhead

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

Guy and Anchor

The easement for the guy and anchor is 3m (10ft) wide easement is required into private property. This easement should extend 1m (3.3ft) into the property.

Underground Cable

A 0.6m (2ft) easement on either side of a duct bank is required for underground installations.

Please note the following.

- 1- ENWIN has a pole located at the rear of 377 Grove Ave.
- 2- ENWIN has 120/240V overhead secondary conductors along the proposed alley closure to service each property.

Prior to working in these areas, we would suggest notifying your contractor and referring to the Occupational Health and Safety Act and Regulations for Construction Projects to confirm clearance requirements during construction.

Also, we suggest referring to the Ontario Building Code for permanent required clearances for New Building Construction.

[Keegan Morency Kendall – Hydro Engineering Technologist]

ENWIN UTILITIES LTD. (WATER)

ENWIN Water has no objections.

[Bruce Ogg - Water Project Review Officer]

FINANCIAL PLANNING

Should the Recommendations be approved, the Legal Department will contract the survey and charge the cost, estimated at \$6,750 plus HST, to chartfield 001-2950-5144-02942-0125230 (Admin-Legal), which has sufficient budget available. Proceeds will be deposited to 160-6940-5010-02942-0229611 (Unclassified Revenue).

[Kristen Karam, - Financial Planning Admin.]

LEGAL & REAL ESTATE SERVICES

For alleys abutting lands zoned RD1.3, \$1.00 plus deed preparation plus proportionate survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor.

[Natalie D'Ambrosio - Coordinator Real Estate Services]

MANAGED NETWORK SYSTEM INC. (MNSi)

MNSi would like an Aerial easement through this alley please

[Dave Hartleib - Outside Plant Manager]

PARKS

There is no comment from Parks lens to this alley closure application

[Hoda Kameli - Landscape Designer]

PLANNING (DEVELOPMENT)

The requested closure is in an area zoned Residential District 1.3 (RD1.3) and has a Residential land use designation on Official Plan Schedule D – Land Use. The alley does not service any commercial properties. The alley does not serve as the only vehicular means of access to any properties. The requested closure will not land lock transferable lots/blocks on a Registered Plan of Subdivision, restrict property access, or restrict development. There are no development applications on properties adjacent to the alley. Alley closure is not a condition of SPC.

[Averil Parent, Planner II Development Review]

PLANNING (LANDSCAPE)

No comments provided

ROGERS

No comments provided

TELUS

TELUS has no infrastructure between Pavement Centerline & ROW line on the same side as the proposal. **Consent expires six(6) months from approval date. If the location of your proposed design changes, it will be necessary to re-apply.**

[Frederic Sua – Design Specialist II, Access Engineering]

TRAFFIC OPERATIONS

No concerns with closing the alley as proposed.

[Ankit Italiya- Traffic Operations]

TRANSPORTATION PLANNING

Transportation Planning has no objections to the proposed alley closure.

[Aashvi Sarvaiya - Transportation Planner I]

WINDSOR FIRE

No comments provided

[Mike Coste - Chief Fire Prevention Officer]

WINDSOR POLICE

The Windsor Police Service has no concerns or objections with this alley closure request, as the proposed closure 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 “D”
Site Photos (August 28, 2026)



Figure 1 – East facing entrance of alley from Church Street



Figure 2 – east facing alley showing wood fence encroachment and utility infrastructure



Figure 3 – West facing alley from intersection with existing north/south alley



Figure 4 – Rear yard encroachments in west facing alley

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.

Council Report: S 101/2026

Subject: Closure of the north/south alley located east of Henkel Place, south of Riverside Drive East, and west of Rossini, SAA-7177, Ward 5

Reference:

Date to Council: October 5, 2026
Author: Denise Wright, Manager Real Estate Services
(519) 255-6100 x 6403
dwright@citywindsor.ca

Legal - Real Estate Services
Report Date: 9/15/2026
Clerk's File #: SAA2026

To: Mayor and Members of City Council

Recommendation:

- I. THAT the 35.7 metre length of the 4.57 metre-wide north/south alley, located east of Henkel Place, south of Riverside Drive East and west of Rossini Boulevard and shown on Drawing No. CC-1854 (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 to the abutting property owners and 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 overhead 120/240 volt distribution, poles and down guy wires;
 - 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:

Background:

The applicant, Kevin Flood, previous owner of the property known municipally as 4147 Riverside Drive East (the “**Subject Property**”), applied to close the 35.7 metre length of the 4.57 metre-wide north/south alley, located east of Henkel Place, south of Riverside Drive East and west of Rossini Boulevard (the “**Subject Alley**”), and shown on Drawing No. CC-1854 attached hereto as Appendix “A”, and also shown on the aerial photo attached hereto as Appendix “B”.

The applicant requested closure of the Subject Alley for the purpose of security and personal enjoyment.

The Subject Alley is maintained, being composed primarily of grass. The Subject Alley contains existing overhead 120/240 volt distribution, poles and down guy wires 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. 1528, registered on April 2, 1953.

The Subject Alley is located within the Archaeological Potential Zone (APZ) and Archaeologically Sensitive Area (ASA) (as per the Windsor Archaeological Management Plan, 2024; OPA 181; and updated 2024 archaeological potential model OP Volume I Schedule C-1). No ground disturbance has been identified as part of the application, therefore an archaeological assessment is not requested at this time. The Applicant will need to be notified of numerous archaeological precautions should the alley closure be approved.

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	Not suitable for closure unless required

similar undeveloped areas	for municipal purposes or supported by specific development proposals acceptable to the city.
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Administration investigated the possibility of closing the adjoining east/west alley and deemed it to be “indispensable” after receiving four objections to that closure citing that the east/west alley is used by all neighbours for pedestrian access.

It is our recommendation that, upon closure of the Subject Alley, the abutting property owners be given the chance to acquire their portion 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 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:

Closure of the Subject Alley will have little impact on GHG emissions, with any positive outcome dependent on individual landowner choices. In some cases, owners may choose to naturalize the space while others may introduce hardscaping or accessory structures. The City can help support more favourable outcomes through programs that encourage tree planting and low-impact landscaping.

Climate Change Adaptation:

Closure of the Subject Alley may result in increased green space and/or on site drainage which can potentially strengthen overall resilience to extreme heat and rainfall.

Financial Matters:

The rate for an alley conveyed to abutting lands zoned RD1.6 and RD1.1 is assessed at \$1.00 plus HST, deed preparation fee plus HST to be deposited to 001-6550-5144-02942-0125230 and a proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor.

The Legal Department will not contract a 12R Plan with respect to this closing and therefore there is no cost to the City. Obtaining the necessary 12R Plan will become the responsibility of the abutting owners should they wish to purchase their portion of the Subject Alley.

Consultations:

Consultations were held with Municipal Departments and Utility Companies, which resulted in the information found in attached hereto as Appendix “C”.

Notice of this application was issued to property owners abutting the alley by first-class mail on August 19, 2024. Numerous objections were received as of the date of writing

this report, however the objections related to the adjoining east/west alley with an entrance at George Avenue and did not relate to the proposed alley closure.

Notice of Development & Heritage Standing Committee meeting and Council meeting are published in the Windsor Star prior to each of the meetings. In addition, notice of each of the public meetings will be mailed to the abutting/affected property owners prior to the meetings.

Jamelah Hersh, Senior Legal Council, was consulted on the legal matters associated with this report.

Kristen Karam, Financial Planning Administrator, was consulted on the financial 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, to 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, Financial Planning
Janice Guthrie	Commissioner, Finance & City Treasurer
Ray Mensour	Chief Administrative Officer

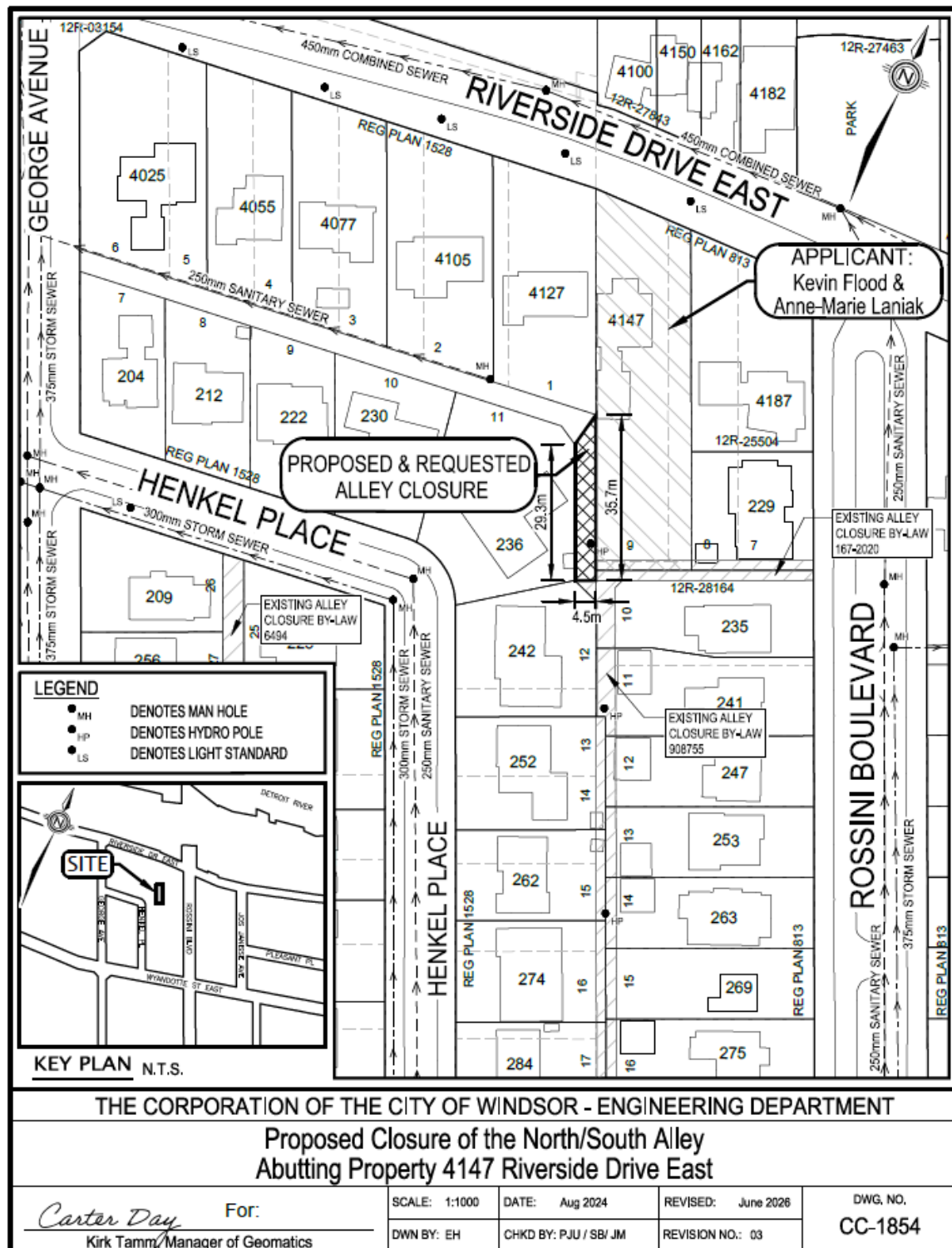
Notifications:

The Legal Department provided the Clerks Department with mailing labels for Notice of Development & Heritage Standing Committee on September 22, 2026.

Appendices:

- 1 Appendix A - Drawing No. CC-1854
- 2 Appendix B - EIS Drawing - Aerial Photo
- 3 Appendix C - Consultations with Municipal Departments and Utility Companies
- 4 Appendix D - Site Photos
- 5 Appendix E - Classification of Alleys and Suitability for Closure

APPENDIX "A" **Drawing No. CC-1854**



APPENDIX "B"

EIS Drawing - Aerial Photo



STREET & ALLEY CLOSING (SAA/7177)

1:1,000

APPLICANT : KEVIN FLOOD

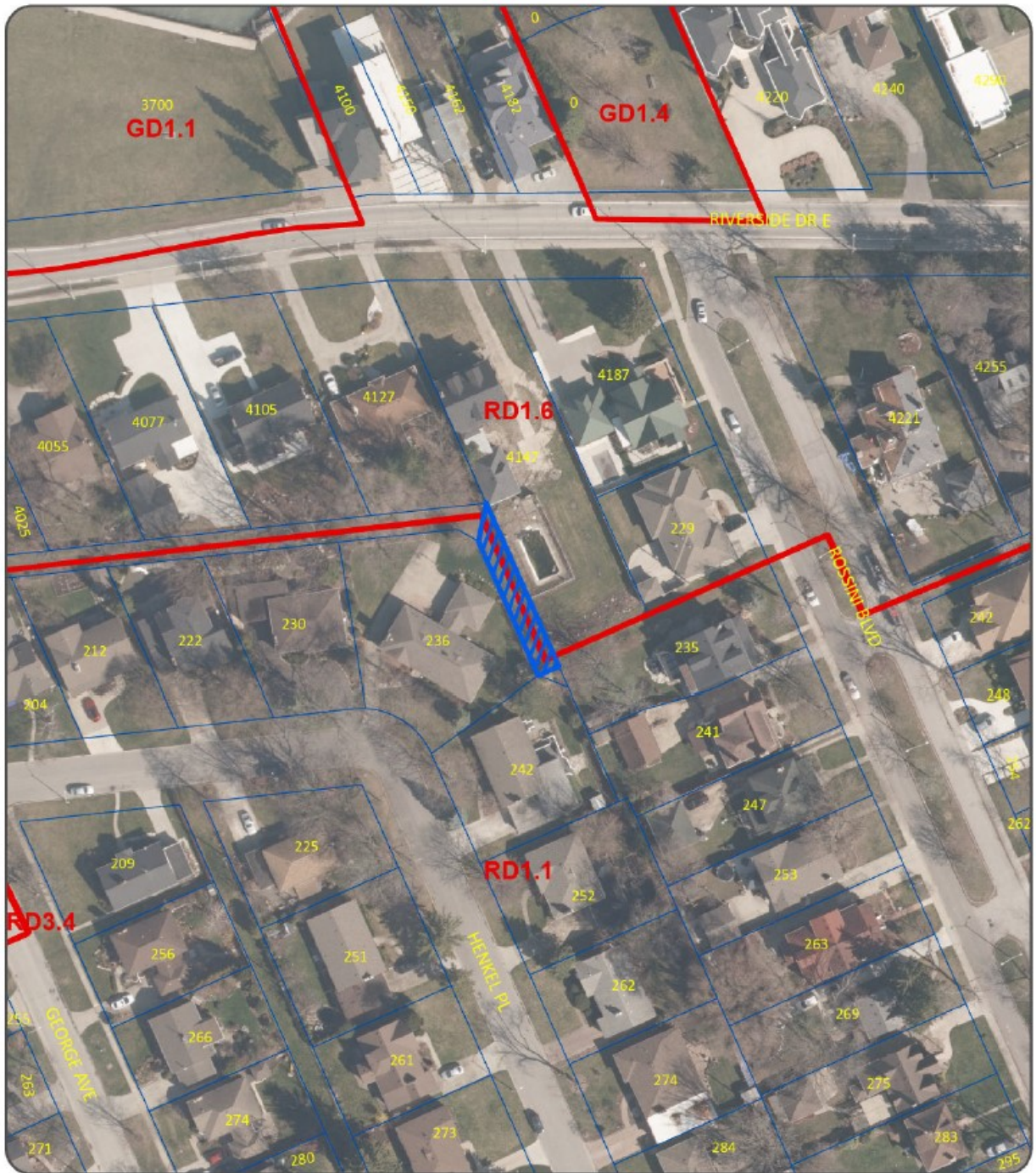


REQUEST FOR CLOSURE

PLANNING DEPARTMENT - PLANNING POLICY

DATE: AUGUST, 2026





STREET & ALLEY CLOSING (SAA/7177)

1:1,000

APPLICANT : KEVIN FLOOD



REQUEST FOR CLOSURE

PLANNING DEPARTMENT - PLANNING POLICY

DATE: AUGUST, 2026



APPENDIX “C”

Consultations with Municipal Departments and Utility Companies

BELL CANADA

No comments provided

COGECO CONNEXION INC.

Cogeco is attached on Enwin/Bell poles and will need the easement.

[Daniel Haggins - Lead OSP Engineering Windsor and Essex]

ENBRIDGE GAS INC.

After reviewing the provided drawing at 236 Henkel PI and consulting our mapping system, please note that Enbridge Gas has no active infrastructure in the proposed area. A PDF drawing has been attached for reference.

Also, please note the following should you find any abandoned infrastructure in the area:

- Any pipe that is excavated, please assume that it is live
- If during the course of any job, any pipe is found that is not on the locate sheet and is in conflict with your work, please call our emergency number (1-877-969-0999), and one of our Union Gas representatives will respond to determine if that plant is in fact live or dead
- Please note that our Enbridge Gas representative will respond to the live or dead call within 1-4 hours, so please plan your work accordingly

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

[Jose Delloso - Drafter Estimator]

ENGINEERING (DEVELOPMENT & ROW)

The proposed closure is approximately 4.6m wide and 35.8m long and is made of grass.

Engineering requests that the closure area be revised to include the entire East/West Alley located between George Ave. & Rossini Blvd.

Comments regarding the revised closure area are as follows:

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

There is no driveway approach from George Ave into the alley.

There is a sewer in the alley from George Ave to 4127 Riverside Dr E, an easement would be required over the sewer for maintenance purposes.

This subject alley has no usefulness by CR146/2005; therefore, Engineering has no objections to the closure.

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

ENGINEERING (OPERATIONS)

No comments provided

ENVIRONMENTAL SERVICES

The proposed closure appears to leave a triangle portion of the alley stranded. Should there be a need for maintenance in this triangle portion, the City would not have direct access to it. It would be preferable if the applicant (or one of the other abutting homeowners) assumed this triangle portion as well.

[Anne-Marie Albidone | Manager, Environmental Services]

ENWIN UTILITIES LTD. (HYDRO)

No Objection, however, an easement named to ENWIN Utilities Ltd is required upon closing along the entire east limit of the site to accommodate existing overhead 120/240 volt distribution, poles and down guy wires.

[Steve Zambito - Senior Hydro Engineering Technologist]

ENWIN UTILITIES LTD. (WATER)

ENWIN Water has no objections.

[Bruce Ogg - Water Project Review Officer]

FINANCIAL PLANNING

No concerns. No cost to the City.

[Kristen Karam, - Financial Planning Admin.]

LEGAL & REAL ESTATE SERVICES

For alley abutting property zoned RD1.6 and RD1.1, conveyance price is \$1.00.

Deed and survey costs in addition to the conveyance price.

[Stephanie Santos - Coordinator Real Estate Services]

MANAGED NETWORK SYSTEM INC. (MNSi)

MNSi will also require an Aerial Easement through these subject lands

[Dave Hartleib - Outside Plant Manager]

PARKS

No comments provided

[Hoda Kameli - Landscape Architect]

No comments provided

[Karen Alexander - Naturalist & Outreach Coordinator]

No comments provided

[Yemi Adeyeye - City Forester / manager Forestry & Natural Areas]

PLANNING (DEVELOPMENT)

The requested closure is in an area zoned Residential District 1.6 (RD1.6) and has a Residential land use designation on Official Plan Schedule D – Land Use. The alley does not service any commercial properties. The alley does not serve as the only vehicular means of access to any properties. The requested closure will not land lock transferable lots/blocks on a Registered Plan of Subdivision, restrict property access, or restrict development. There are no development applications on properties adjacent to the alley. Alley closure is not a condition of SPC.

Heritage Planning Comment:

The subject property is located within the Archaeological Potential Zone (APZ) and Archaeologically Sensitive Area (ASA) (as per the Windsor Archaeological Management Plan, 2024; OPA 181; and updated 2024 archaeological potential model OP Volume I Schedule C-1). No ground disturbance has been identified as part of the application. Thus, an archaeological assessment is not requested at this time. Nevertheless, the Applicant should be notified of the following archaeological precaution.

1. Should archaeological resources be found during grading, construction or soil removal activities, all work in the area must stop immediately and the City's Planning & 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

[Conner O'Rourke – Planner II – Development Review]

PLANNING (LANDSCAPE)

There are no objections from an urban design or landscape architectural perspective.

[Stefan Fediuk - 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 Concerns.

[Ankit Italiya- Traffic Technician]

TRANSPORTATION PLANNING

Transportation Planning has no comments on the proposed alley closure.

[Elara MehriLou - Transportation Planner I]

WINDSOR FIRE

No comments provided

WINDSOR POLICE

No comments provided

APPENDIX “D”
Site Photos (June 26, 2026)



Figure 1 – View of proposed alley closure facing south



Figure 2 – View of alley facing north from southerly edge of existing alley closure



Figure 3 – Line delineating northern tip of proposed alley closure



Figure 4 – Northerly tip of proposed alley closure facing east

APPENDIX “E”

Criteria for Evaluating Applications to Close a Street or Alley

Classifications:

Currently streets and alleys fall into four classifications on the basis of their usefulness:

1. Alleys that are **indispensable**. These would be alleys serving commercial properties and properties fronting on heavily traveled streets i.e. major arterial routes and alleys which contain sewers and must remain accessible for servicing; alleys or streets which serve as the only vehicular means of access to rear parking areas and garages where the property has insufficient lot width for a side drive; and alleys which contain Fire Department connections that are deemed to be necessary for firefighting access.
2. Alleys that **have some usefulness** are nevertheless dispensable and may or may not be a complete liability.
3. Alleys that **appear to serve no useful purpose, either now, or anticipated**. Such alleys are in residential areas and locations where generally the lots are wide enough for side drives, or those alleys abutting parks and other parcels of land that do not require any servicing from the alley. Remnant or stub-end streets which are dead-ended and do not serve as access to other streets.
4. Alleys **lying in Holding zones and other similar undeveloped areas where the alley system is clearly obsolete and has never been developed**, but where the City needs to keep its options open until new area plans are prepared and development is imminent.

Suitability for Closing:

Following are the criteria and suitability for closing alleys in each of the above classifications:

1. **Indispensable alleys** should not be closed, conveyed, reduced or otherwise jeopardized through minority interests unless a suitable substitute alley is opened in lieu thereof. They are essential from the viewpoint of fire protection, police protection, emergency services (i.e. ambulance) and loading or unloading of goods, refuse collection, servicing of blocked sewers and utility services. Without such alleys, the above noted services would at least be more costly if not impossible to complete or adequately access; and would noticeably interfere with street traffic, thereby reducing the access capacity of the adjacent arterial, collector, or street for business.
2. **Alleys having some usefulness** should be considered for closing only upon request of abutting owners rather than by encouragement of the City.
3. **Alleys that serve no useful purpose** should be closed if at all possible, and in fact the owners abutting thereon should be encouraged to accept conveyance.
4. **Alleys that are clearly obsolete** should not be closed unless there is a municipal need or specific development proposals acceptable to the City are submitted.



Committee Matters: SCM 300/2026

Subject: Minutes of the International Relations Committee meeting held on September 2, 2026

INTERNATIONAL RELATIONS COMMITTEE

Meeting held Wednesday, September 2, 2026

A meeting of the International Relations Committee is held this day commencing at 3:30 o'clock p.m. in Room 522a, 350 City Hall Square West, there being present the following members:

Councillor Angelo Marignani, Chair
Councillor Renaldo Agostino (arrives at 3:45 o'clock p.m.)
Councillor Fred Francis, via Zoom video conference
Councillor Ed Sleiman
Jerry Barycki
L.T. Zhao, via Zoom video conference

Regrets received from:

Lubna Barakat
Saiful Bhuiyan
Ronnie Haidar

Also present are the following resource personnel"

Sandra Gebauer, Council Assistant
Karen Kadour, Committee Coordinator

1. Call to Order

Councillor Angelo Marignani, Chair calls the meeting to order at 3:30 o'clock p.m. and the Committee considers the Agenda being Schedule A, attached hereto, matters which are dealt with as follows:

2 Declaration of Conflict

None disclosed.

3. Minutes

Moved by Councillor Renaldo Agostino, seconded by Councillor Ed Sleiman,
That the minutes of the International Relations Committee of its meeting held May 20, 2026, **BE ADOPTED** as presented.
Carried.

4. Business Items

4.1 Request for Twin City Partnership between Kryvyi Rih, Ukraine and the City of Windsor

Sandra Gebauer refers to the letter sent to Mayor Dilkens Office on behalf of the City of Kryvyi Rih, Ukraine.

In response to a question asked by the Chair regarding next steps, Sandra Gebauer responds if the Committee wishes to pursue this further, that an invitation be sent to Kryvyi Rih, Ukraine to present to the IRC.

Councillor Ed Sleiman expresses concern that there may be an insufficient number of resources and staff to deal with additional Twin Cities, Sister Cities, etc.

Jerry Barycki suggests this matter be discussed at a future meeting. Councillor Fred Francis proposes that the next steps would include a presentation however, this matter will be determined ultimately by the next term of City Council.

Moved by Councillor Fred Francis, seconded by Jerry Barycki,
That Administration **BE REQUESTED** to contact Mr. Yuri Krasnozhom to inform that the request for a twin city relationship with the City of Kryvyi Rih, Ukraine, will be reviewed by the International relations Committee during the next term of Council.
Carried.

4.2 Request for Twin City Partnership between Bondy/Paris, France and the City of Windsor

Councillor Ed Sleiman advises at this time the City of Windsor has a Twin City Relationship with St. Etienne, France.

L.T. Zhao remarks he is not opposed to having a second sister city. Councillor Renaldo Agostino concurs as the relationship with St. Etienne; France is not active at this time and suggests a conversation to renew the connection.

Sandra Gebauer adds that contact with the Twin Cities/Sister Cities is done on a regular basis and no response from St. Etienne, France has been received. Councillor Fred Francis states in the last twelve years, the relationship with St. Etienne has been dormant.

Sandra Gebauer indicates that Bondy/Paris, France is a suburb of Paris.

Moved by Councillor Fred Francis, seconded by Councillor Renaldo Agostino,
That Administration **BE REQUESTED** to contact Ms. Jennifer Bondy to inform that the request for a twin city relationship with Bondy/Paris, France will be reviewed by the International Relations Committee during the next term of Council.
Carried.

4.3 Verbal Update – San Juan del Rio, Mexico

Sandra Gebauer advises that Council at its meeting held July 27, 2026, approved the recommendation to enter into a Friendship City with San Juan del Rio, Mexico. She notes this information was communicated to San Juan del Rio and states that the Mayor of Windsor will contact the Mayor of San Juan del Rio in 2027.

Moved by Councillor Ed Sleiman, seconded by Councillor Fred Francis,
That the update regarding the recommendation for the City of Windsor to enter into a Friendship City relationship with San Juan del Rio **BE RECEIVED**.
Carried.

4.4 Verbal Update – Shkodra, Albania

Sandra Gebauer advises that Council at its meeting held July 27, 2026, approved the recommendation for the City of Windsor to enter into a Sister City relationship with Shkodra, Albania. She remarks that this information was communicated to the applicant and that next steps include communication between the two Mayors, which will take place during the next term of Council.

Moved by Councillor Renaldo Agostino, seconded by Councillor Ed Sleiman,
That the update regarding the recommendation for the City of Windsor to enter into a Sister City Relationship with Shkodra, Albania **BE RECEIVED**.
Carried.

4.5 Verbal Update – Children’s Art Exhibition

Sandra Gebauer remarks that the physical display for the Children’s Art Exhibition will arrive at Devonshire Mall on Tuesday, September 8, 2026, and will remain until September 14, 2026. She asks if the members are interested in participating once again in a “Meet and Greet” on Friday, September 11, 2026, which is met with approval.

In terms of the Media Art Centre, Sandra Gebauer states that the film camp has been working on animating drawings that have been received. Once completed, a

website will be created and will be available on social media, including Face Book and Instagram.

Moved by L.T. Zhao, seconded by Councillor Ed Sleiman,
That the verbal update of the Children's Art Exhibition provided by Sandra Gebauer
BE RECEIVED.
Carried.

5. Communications

5.1 Letter from Mayor Jae-jun KIM of Gunsan to Mayor Dilkens

The Chair remarks that Mayor Jae-jun KIM is the new Mayor of Gunsan.

Moved by Councillor Angelo Agostino, seconded by Councillor Sleiman,
That the letter from Mayor Jae-jun KIM of Gunsan to Mayor Dilkens expressing a
continuance to work closely with the City of Windsor **BE RECEIVED.**
Carried.

5.2 Profile of Mayor Jae-jun KIM of Gunsan, South Korea

Moved by Councillor Ed Sleiman, seconded by Councillor Renaldo Agostino,
That the profile of Mayor Jae-jun KIM of Gunsan **BE RECEIVED.**
Carried.

5.3 Farewell Letter from Mr. Krzysztof Stanowski, Director, International Cooperation Centre, Lublin Municipal Office

In the letter written by Mr. Stanowski, he thanks the City of Windsor for the friendship and partnership built between Lublin and Windsor. He further adds that working with the City of Windsor has been a privilege, a constant source of inspiration and, above all, an opportunity to build lasting friendships across borders.

Jerry Barycki states that Mr. Krzysztof Stanowski did a great deal of international work.

Moved by Councillor Renaldo Agostino, seconded by Councillor Ed Sleiman,
That the farewell letter from Mr. Krzysztof Stanowski, Director, International Cooperation Centre, Lublin Municipal Office **BE RECEIVED.**
Carried.

5.4 Pictorial Report – Polish Heritage Month 2026

Jerry Barycki indicates that the Pictorial Report of Polish Heritage Month in Windsor held May 2026 outlines the events, activities and community celebrations that took place including institutions such as the University, City Hall and others. It reflects the dedication and hard work of the volunteers, organizations, sponsors and supporters who made this a memorable success.

The Chair thanks Jerry Barycki for photographing the historical documentation of the Polish Community in the City of Windsor.

Moved by Councillor Ed Sleiman, seconded by L.T. Zhao,
That the Pictorial Report – Polish Heritage Month 2026 **BE RECEIVED.**
Carried.

5.5 Report from Three Seas Congress in Lublin, Poland

Jerry Barycki reports that the Three Seas Local Government Congress in Lublin, Poland held May 27-28, 2026 brings together political leaders, diplomats, local government representatives, academics and business experts from the 13 member states of the Three Seas Initiative as well as delegates from 37 countries (including Canada).

Moved by Councillor Ed Sleiman, seconded by L.T. Zhao,
That the report from the Three Seas Congress in Lublin, Poland held May 27-28, 2026, **BE RECEIVED.**
Carried.

6. New Business

Sandra Gebauer comments that the delegation from Arlington, Texas was scheduled to visit the City of Windsor from September 9 – 11, 2026. Due to participant availability and the upcoming election, it was determined that the visit from Arlington will be scheduled for the next term of Council and for the newly appointed IRC Committee.

7. Date of Next Meeting

The next meeting date to be determined.

8. Adjournment

There being no further business, the meeting is adjourned at 4:02 o'clock p.m.

Item No. 12.2



Committee Matters: SCM 304/2026

Subject: International Relations Committee 2026 Annual Report

International Relations Committee 2026 Annual Report

In 2026, the International Relations Committee continued to strengthen Windsor's International relationships through twin city initiatives.

Arlington, Texas

Following receipt of a twin city proposal and presentation by representatives of the City of Arlington, Texas, as well as extensive discussions, a delegation from Windsor was invited to visit Arlington to tour the city, to learn more about the city and its similarities to Windsor. The delegation, which included members of the International Relations Committee as well as representatives from Tourism and Economic Development travelled to Arlington from January 14 – 16, 2026, where they met the Mayor of Arlington, representatives from Sister Cities International, the Provost of Arlington, Texas University along with representatives from various faculties and other community representatives and groups.

The visit provided a valuable overview of Arlington's civic, economic, educational, cultural and community assets and provided opportunities to discuss areas of mutual interest. A reciprocal visit by a delegation from Arlington is planned for 2027, at which time discussions regarding a potential Windsor and Arlington relationship will continue.

Shkodra, Albania

Representatives from the Albanian Association of Windsor appeared before the International Relations Committee in May to present information about the City of Shkodra, Albania and discuss the possibility of establishing a twin city relationship between our two cities.

Following its consideration of the presentation and proposal, the Committee recommended pursuing a twin city relationship with Shkodra, Albania. The recommendation was approved by City Council on July 27th, 2026, which would allow the process to move forward and will include correspondence from the Mayor's Office, representatives from the Embassy of Albania, representatives from the Consulate in Canada and members of the Albanian Community.

San Juan del Rio, Queretaro, Mexico

The International Relations Committee invited representatives from San Juan del Rio, Queretaro, Mexico as well as the Mr. Rodrigo Báez, Head Consul for the Consulate of Mexico in Leamington, that services Southwestern Ontario, to present information about the city and its proposal to establish a friendship city relationship with Windsor. The

International Relations Committee recommended that Windsor enter into a friendship city agreement with San Juan del Rio, Queretaro, Mexico, and City Council approved the recommendation at its meeting held July 27, 2026. The proposal will move forward in 2027.

Fujisawa, Misono Jogakuin High School Students Visit

International Relations Committee once again welcomed a group of students from Windsor's twin city of Fujisawa, Japan. The group from the Misono Jogakuin High School, which included twenty-eight exchange students, two teachers and one escort, were in Windsor from July 21st through July 31st, experiencing our culture, and exploring many wonderful sites all while studying English. On Friday, July 24th, the group toured City Hall and were greeted in Council Chambers by Councillor Angelo Marignani and some members of the International Relations Committee. After a short reception, the students enjoyed taking photos and spending time at the City Hall Square plaza.



10th Anniversary of the Children's Art Exhibition



The International Relations Committee once again hosted its annual Children's Art Exhibition in 2026. This year marks the 10th anniversary of this initiative. The exhibition was displayed at Devonshire Mall from September 8th through September 14th, 2026, and was very well received by the local community.

To commemorate the 10th anniversary of the initiative, the Committee also contributed \$1,000 to the Media Arts Community Centre and Museum, who with the help of their Children's Film Camp, are creating an animated presentation using the art that was submitted for this year's exhibition. Once completed, the animated project will be shared with our twin cities and local participants and will be shared on the City of Windsor website, and through social media.



Polish Heritage Month



Members of the International Relations Committee participated in the ribbon-cutting ceremony for Polish Heritage Month in Canada on May 21, 2026. The ceremony was held in the lobby of City Hall and recognized the contributions of the Polish Canadian community in Windsor and across Canada.

The Committee also continued its support for the Polish Canadian Business and Professional Association of Windsor by purchasing a table for the organization's annual dinner, scheduled for November 20, 2026. This support reflects the Committee's ongoing commitment to cultural organizations and Windsor's diverse community partnerships.



Three Seas Local Government Congress in Lublin

Jerry Barycki, member of the International Relations Committee attended the Three Seas Local Government Congress in Lublin Poland, held May 27 and 28, 2026. The Congress brought together political leaders, diplomats, local government representatives, academics, and business experts from the 13 members states of the Three Seas Initiative, as well as participants from other countries including Canada. The Congress provided opportunities to learn about international municipal cooperation, exchange ideas with government and civic leaders, and strengthen Windsor's profile within boarder international discussions.