Development & Heritage Standing Committee Meeting Agenda

Date: Tuesday, December 1, 2026
Time: 4:30 o'clock p.m.

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

MEMBERS:
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 7 - Councillor Angelo Marignani

Ward 9 - Councillor Kieran McKenzie (Vice Chairperson)

Member Anthony Arbour

Member Joseph Fratangeli

Member John Miller

Member Charles Pidgeon

Member Robert Polewski

Member Khassan Saka

Member William Tape

ORDER OF BUSINESS

Item #	Item Description
1.	**CALL TO ORDER**

READING OF LAND ACKNOWLEDGMENT

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

2. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

3. REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS

4. COMMUNICATIONS

5. ADOPTION OF THE PLANNING ACT MINUTES

5.1. Adoption of the Development & Heritage Standing Committee (Planning Act) minutes of its meeting held November 2, 2026 **(SCM 339/2026)**

6. PRESENTATION DELEGATIONS (PLANNING ACT MATTERS)

7. PLANNING ACT MATTERS

7.1. Zoning By-law Amendment Application for 1103 Drouillard Road, Z-029/26 [ZNG-7399], Ward 5 **(S 133/2026)** *Author: Brian Nagata, Planner III – Development*

7.2. Rezoning - 0 Mulberry Drive - Z-028/26 ZNG/7398 - Ward 7 **(S 111/2026)** *Author: Adam Szymczak, Senior Planner – Development*

7.3. Rezoning – 5855 Cabana Road East - Z-026/26 ZNG/7395 - Ward 9 **(S 107/2026)** *Author: Adam Szymczak, Senior Planner – Development*

7.4. Rezoning - City of Windsor - Housekeeping Amendment 2026-1 - Z-011/25 ZNG/7392 - City Wide **(S 106/2026)** *Author: Adam Szymczak, Senior Planner - Development*

7.5. OPA 207 [OPA/7407] - Heritage Conservation Policies and Walkerville Heritage Schedule **(S 114/2026)** *Author: Frank Garardo, Planner III - Policy & Special Studies*

8. ADOPTION OF THE MINUTES

8.1. Adoption of the Development & Heritage Standing Committee minutes of its meeting held November 2, 2026 **(SCM 338/2026)**

8.2. Adoption of the Special Development & Heritage Standing Committee minutes of its meeting held November 9, 2026 **(SCM 349/2026)**

9. PRESENTATIONS AND DELEGATIONS (COMMITTEE ADMINISTRATIVE MATTERS)

10. HERITAGE ACT MATTERS

10.1. Walkerville Heritage Conservation District Designation under Part V of the Ontario Heritage Act (Ward 4) **(S 105/2026)** *Author: Kristina Tang, Planner III – Heritage*

11. ADMINISTRATIVE ITEMS

11.1. Closure of the north/south alley located north of Karl Place, east of Bruce Avenue, south of Park Street West, and west of Church Street SAA-7200, Ward 3 **(S 124/2026)** *Author: Deborah Yankovic, Coordinator of Streets and Alleys*

11.2. Closure of the Cul-de-Sac and closure of the east/west alley located north of Grove Avenue, east of Partington Avenue, south of Bridge Avenue and west of Josephine Avenue, SAS-7183, Ward 2 **(S 127/2026)** *Author: Deborah Yankovic, Coordinator of Streets and Alleys*

11.3. Closure of east/west Lane located north of University Avenue West, south of Riverside Drive West and west of Caron Avenue, SAS-12984, Ward 3 **(S 128/2026)** *Author: Deborah Yankovic, Coordinator of Streets and Alleys*

11.4. Sandwich Town CIP Application, 425 Mill Street; Owner: Mohammed Nathier (Ward 2) **(S 126/2026)** *Author: Kevin Alexander, Senior Planner - Special Projects*

11.5. CIP 004-2026 University Wyandotte – 1602-1620 University Ave W - Ward 2 **(S 118/2026)** *Author: Simona Simion , Planner III - Economic Development*

11.6. CIP 012-2026 Brownfield Environmental Site Assessment (ESA) - 1368 Drouillard Rd - Ward 5 **(S 117/2026)** *Author: Simona Simion , Planner III - Economic Development*

11.7. CIP 009-2026 Brownfield ESA – 0 Howard Ave – Ward 1 **(S 119/2026)** *Author: Simona Simion , Planner III - Economic Development*

11.8. CIP 013-2026 Brownfield Environmental Site Assessment - 634 McDougall St, 350 Tuscarora St, 0 Tuscarora St, 0 Tuscarora St – Ward 3 11.9. CIP Brownfield Rehabilitation - 75 Mill Street - Ward 2 **(S 120/2026)** *Author: Simona Simion , Planner III - Economic Development*

11.9 CIP 008-2026 Brownfield Rehabilitation - 75 Mill Street - Ward 2 **(S 121/2026)** *Author: Simona Simion , Planner III - Economic Development*

11.10. CIP 011-2026 Downtown CIP - 70-74 Chatham St W - Ward 3 **(S 122/2026)** *Author: Simona Simion , Planner III - Economic Development*

11.11. CIP University Wyandotte - 1777 University Ave W - Ward 2 **(S 123/2026)** *Author: Simona Simion , Planner III - Economic Development*

12. COMMITTEE MATTERS

13. QUESTION PERIOD

14. ADJOURNMENT

Item No. 5.1

Committee Matters: SCM 339/2026

Subject: Adoption of the Development & Heritage Standing Committee (Planning Act) minutes of its meeting held November 2, 2026

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

Date: November 2, 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:

Neil Robertson, City Planner
Greg Atkinson, Deputy City Planner – Development
Aaron Farough, Senior Legal Counsel
Stacey McGuire, Executive Director Operations
Patrick Winters, Manager, Development
Laura Diotte, Manager, Planning
Justina Nwaesei, Planner III – Development
Deborah Yankovic, Legal Assistant
Aashvi Sarvaiya, Development Review Technician
Natasha McMullin, Clerk Steno Senior
Anna Ciacelli, Deputy City Clerk

Delegations—participating via video conference
Item 7.1 Tracey Pillon-Abbs, Pillon-Abbs Inc., 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

None disclosed.

3. REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS

None requested.

4. COMMUNICATIONS

None presented.

5. ADOPTION OF THE *PLANNING ACT* MINUTES

5.1. Adoption of the Development & Heritage Standing Committee minutes (*Planning Act*) of its meeting held October 5, 2026

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

THAT the *Planning Act* minutes of the Development & Heritage Standing Committee of its meeting held October 5, 2026 **BE ADOPTED** as presented.
Carried.

7. PLANNING *ACT* MATTERS

7.1. Approval of a Draft Plan of Subdivision, Zoning By-law Amendment, and Official Plan Amendment Applications for lands situated at the southwest corner of Richmond and St. Luke; Applicant: 14493559 Canada Inc.; File Nos. Z 015-26 [ZNG-7376] & OPA 202 [OPA-7377] & SDN 001-26 [SDN-7378]; Ward 5

Justina Nwaesei (author), Planner III – Development, presents application.

Tracey Pillon-Abbs (agent) is available for questions. Ms. Pillon-Abbs states that the applicant supports the staff recommendations with the conditions that are noted.

Councillor Angelo Marignani inquires about the municipal infrastructure, including its age, the date of the most recent sewer maintenance or cleaning, and its current capacity considering any sediment accumulation at the bottom. Patrick Winters states that the sewer was constructed in 1983 and is part of the regular maintenance program. Mr. Winters states that if there are concerns about the condition of the sewer, a standard requirement is to conduct a Closed Circuit Television review before allowing to connect to the sewer. Stacey McGuire adds that this sewer is on our cyclical zoom inspection schedule and is inspected every three to four years and examine deposits at that point.

Councillor Marignani inquires if this development would cause stress on the system and existing neighbourhood. Mr. Winters states that a Functional Servicing Study has been submitted and reviewed showing there will be no adverse impact on existing residents and neighbourhood.

Councillor Kieran McKenzie inquires how close the sewer is to capacity with this and future developments. Mr. Winters states that there are no concerns with this proposal. Mr. Winters states that if intensification becomes a problem in the future, then the department will review it at that time.

Councillor Kieran McKenzie inquires about the discrepancy in the Traffic Impact Study (TIS) and the apparent overestimation of traffic impacts. Ms. McGuire advises that the applicant is required to revise the TIS to meet City standards and ensure a complete record. She notes that the study used overly conservative assumptions and a higher-than-required background growth rate, resulting in impacts greater than typically expected. Ms. McGuire advises that Administration has no concerns with the findings and that the revisions are primarily a housekeeping matter for the Department's records.

Councillor Marignani inquires whether the developer will be responsible for the installation of curbs and gutters. Mr. Winters states that the work will be done by the developer and no work will be completed by the City.

Councillor Marignani inquires if there will be curbs and gutters on the road. Mr. Winters states that the road will be built to municipal standard cross section and confirms that there will be curbs and gutters.

Councillor Marignani inquires about the park land conveyance. Ms. Nwaesei states that cash in lieu will be provided to meet the terms of the Planning Act requirement.

Councillor Mark McKenzie inquires whether the removal of access to St. Luke Road was based on concerns raised by residents or a recommendation from Administration, and whether Administration supports the removal of the access. Ms. Nwaesei advises that concerns were raised by both area residents and the Transportation Planning Department regarding alignment issues with Ontario Street, and that both perspectives were taken into consideration.

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

Decision Number: **DHSC 878**

I. THAT the City of Windsor Official Plan Volume I - The Primary Plan, **BE AMENDED** by changing the land use designation of the land located on the southwest corner of Richmond Street and St. Luke Road, described as Part of Lot 97, Concession 1, designated as PART 5, PART 6, and PART 7 on Plan 12R30480, [Part of PIN 01093-0029 LT, Part of PIN 01093-0058, and Part of PIN 01093-0069] from Business Park and Industrial to Residential;

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

42. **SOUTHWEST CORNER OF RICHMOND STREET AND ST. LUKE ROAD**

For the land comprising PART 5, PART 6, and PART 7 on Plan 12R30480, [Part of PIN 01093-0029 LT, Part of PIN 01093-0058, and Part of PIN 01093-0069], the following additional provisions shall apply:

a) The front wall of a *garage* forming part of the *main building* shall be set back a *minimum* of 1.0 m from that portion of the front wall of the *dwelling unit* closest to the street.

b) In a *required front yard*, a *parking space* is prohibited, and a driveway leading to a *garage* or a *parking space* is permitted.

c) The *maximum* width of a *carport* or *garage* forming part of the *main building* shall not exceed 50% of the width of the *building*.

d) Stucco or an Exterior Insulation and Finish System (EIFS) is prohibited.

[ZDM 6; ZNG/7376]

III. THAT Zoning By-law 8600 **BE FURTHER AMENDED** by changing the zoning of the land located on the southwest corner of Richmond Street and St. Luke Road, described as Part of Lot 97, Concession 1, designated as PART 5, PART 6, and PART 7 on Plan 12R30480, [Part of PIN 01093-0029 LT, Part of PIN 01093-0058, and Part of PIN 01093-0069], from MD2.1 & HMD1.4 to H(2)RD2.2x(42);

IV. THAT the application of 14493559 Canada Inc. for Draft Plan of Subdivision approval for Part of Lot 97, Concession 1, designated as PART 5, PART 6, and PART 7 on Plan 12R30480, [Part of PIN 01093-0029 LT, Part of PIN 01093-0058, and Part of PIN 01093-0069], **BE APPROVED** subject to the following conditions:

A. That the Draft Plan Approval shall lapse on November 23, 2029 (3 years from the date of approval);

B. That this approval applies to the draft plan of residential subdivision presented on attached Map Nos. SDN-001/26-1, SDN-001/26-1A, SDN-001/26-1B, SDN-001/26-1C prepared by VERHAEGEN Land Surveyors for 2863167 Ontario Inc., consisting of 12 blocks for construction of 24 semi-detached dwelling units, 13 blocks for construction of 51 townhome dwelling units, 3 blocks for Land Reserves, 1 block for corner cut-off, 1 block to be conveyed to the Corporation of the City of Windsor for stormwater facility, and one proposed new road allowance (Street A);

C. That the owner(s) shall enter into a subdivision agreement with the Corporation of the City of Windsor for the proposed development on the subject land;

D. That the Owner(s) shall submit for approval of the City Planner/Executive Director of Planning & Building a final draft M-Plan, which shall include the names of all road allowances within the plan, as approved by the Corporation.

E. That the subdivision agreement between the Owner(s) and the Corporation of the City of Windsor be registered on title and shall contain, among other matters, the following provisions:

1. The Owner(s) shall include all items as set out in the Results of Circulation (Appendix D, attached hereto) with further amendments as required and other relevant matters set out in CR 233/98 (Standard Subdivision Agreement).

2. Conveyance Requirements:

a. The Owner(s) shall, prior to the issuance of a construction permit, gratuitously convey to the Corporation of the City of Windsor

i) 4.60 m x 4.60 m corner cut-off at the intersection of Richmond Street and St. Luke Road

ii) Block 21 on Map Nos. SDN-001/26-1, SDN-001/26-1A, SDN-001/26-1B, & SDN-001/26-1C, for Storm Water Management (SWM) Facility purposes; and

iii) Block 29 *(0.3m wide strip of land along the north limit of Block 20*) and Block 30 *(0.3m wide strip of land along the north limit of Block 2*) on Map Nos. SDN-001/26-1, SDN-001/26-1A, SDN-001/26-1B, SDN-001/26-1C, for land reserve purposes.

b. The conveyances listed in paragraph 2(a) above shall be to the satisfaction of the City Engineer and the City Solicitor.

F. **Offsite Improvements** - The owner(s) shall agree to fully construct all future municipal right-of-ways, include, but not limited to: pavements, curbs and gutters, utilities and the necessary drainage facilities, according to City of Windsor standard specification for the

following road designations - Local Residential Roads: complete with 20.1 metre right-of-ways. Pavements to be constructed in accordance with General Provision G-2(6).

G. The owner(s) shall agree to submit the following prior to issuance of the Enhanced Permit:

1) A detailed cost estimate for the Offsite Improvements, supported by preliminary design drawings prepared by an Engineer licensed in the Province of Ontario

2) Approval by the Manager of Risk Management of all necessary securities and insurance

3) Engineering Development Review fee in accordance with the current City of Windsor User Fee Schedule

H. **Servicing Study** - The owner(s) shall, prior to the issuance of a construction permit and at its entire expense, agree to retain a Consulting Engineer to provide a detailed servicing study report on the impact of the increased flow to the existing municipal sewer systems, satisfactory in content to the City Engineer. The study shall review the proposed impact and recommend mitigating measures and implementation of those measures. Any improvements and/or mitigating measures recommended in the Servicing Study shall be incorporated in the Subdivision Agreement and registered on title, prior to Final Plan approval.

I. **Sidewalks -** The owner(s) shall agree to construct at their expense and according to City of Windsor Standard Specifications, concrete sidewalks constructed to the satisfaction of the City Engineer. Sidewalks are to be constructed at the following locations:

- Street A – Along the east boulevard

J. **Record of Site Condition (RSC)** – The owner(s) shall, prior to the issuance of a construction permit, submit to the City Planner

1) A Record of Site Condition prepared by a Qualified Person and filed with Ontario's Ministry of the Environment, Conservation and Parks (MECP). The RSC needs to confirm that the property meets the required soil and groundwater standards for its intended use (as outlined in regulations like Ontario Regulation 153/04).

2) A copy of acknowledgement letter from the Ministry.

K. **Traffic Impact Study (TIS)** – The owner(s) shall, prior to Final Plan approval, submit an updated TIS deemed satisfactory by the City Engineer. All upgrades, if any, recommended in the revised TIS shall be incorporated in the Subdivision Agreement and registered on title, prior to Final Plan approval.

L. **Species At Risk (SAR) Preliminary Screening** – The owner(s) shall, prior to Final Plan approval, submit an updated SAR Preliminary Screening report to the satisfaction of the City Planner.

M. **SAR Remediation Compliance** – The owner(s) shall agree to comply with remediation / mitigation recommendations, if any, in the updated SAR report, to the satisfaction of the Chief Building Official and the City Planner, or an agreement registered on title to the

property to comply with the remediation / mitigation recommendations in the required SAR study.

N. **Parkland Conveyance:** The Owner(s) shall, prior to the issuance of a construction permit, pay cash-in-lieu of the 5% of lands to be developed, in accordance with By-law 12780, to the satisfaction of the Executive Director of Parks and the City Planner.

O. **Tree Replacement / Compensation** – Prior to the issuance of any construction permit, the owner(s) shall contact the City Forester to determine the appropriate tree replacement and/or compensation requirements associated with the removal of trees identified in the Tree Inventory & Preservation Plan Report dated May 15, 2026, prepared by Jackson Arboriculture Inc. A Tree Canopy Replacement Compensation for the required 76 compensation trees shall be completed to the satisfaction of the City Forester.

P. **Noise Control Measures:** The Owner(s) shall agree to design the subject development in compliance with the following criteria:

i) all windows leading to sensitive living areas shall have a minimum sound transmission class (STC) as per Section 4 of the *Acoustical Report dated May 12, 2026,* attached hereto as Appendix C, in order to meet the MOECC indoor noise level criteria;

ii) all walls leading to sensitive living areas shall have a minimum sound transmission class (STC) as per Section 4 of the *Acoustical Report dated May 12, 2026,* attached hereto as Appendix C;

iii) acoustic privacy between units in a multi-tenant building, the inter-unit wall, shall meet or exceed STC-50; and

iv) wall separation between noisy spaces, such as refuse chutes or elevator shafts, and suites shall meet or exceed STC-55.

Q. **Acoustical Consultant Review:** The Owner(s) shall, prior to the issuance of a building permit, and at their entire expense, engage the services of an acoustical consultant to review the sound transmission class (STC) for the proposed development's walls, windows, and doors to ensure they conform to the recommendations outlined in the May 12, 2026, Acoustical Report prepared by BAIRD AE.

R. **Warning Clause(s):** The Owner(s) shall agree to place the following warning clause in all Offers to Purchase, and Agreement of Purchase or Sale or lease between the Owner(s) and all prospective home buyers, and in the title of each dwelling unit within the subject plan of subdivision [Map Nos. SDN-001/26-1, SDN-001/26-1A, SDN-001/26-1B, SDN-001/26-1C]

NOISE WARNING - *"This dwelling unit has been designed with the provision for adding central air conditioning at the occupant's discretion. Installation of central air conditioning by the occupant in low and medium density developments will allow windows and exterior doors to remain closed, thereby ensuring that the indoor sound levels are within the sound level limits of the Municipality and the Ministry of the Environment."*

NOTES TO DRAFT APPROVAL (File # SDN-001/24)

1. *The applicant is directed to Section 51(39) of The Planning Act 1990 regarding appeal of any imposed conditions to the Ontario Land Tribunal. Appeals are to be directed to the City Clerk of the City of Windsor.*

2. *It is the applicant's responsibility to fulfil the conditions of draft approval and to ensure that the required clearance letters are forwarded by the appropriate agencies to the City of Windsor, to the attention of the City Planner / Executive Director of Planning and Development, quoting the above-noted file number.*

3. *Required agreements with the Municipality will be prepared by the City Solicitor.*

4. *The applicant should consult with an Ontario Land Surveyor for this proposed plan concerning registration requirements relative to the Certification of Titles Act.*

5. *The final plan approved by the Corporation of the City of Windsor must be registered within thirty (30) days or the Corporation may withdraw its approval under Section 51(59) of The Planning Act 1990.*

6. *All plans of subdivision/condominium are to be prepared and presented in metric units and certified by the Ontario Land Surveyor that the final plan is in conformity to the approved zoning requirements.*

7. *Where agency conditions are included in the City's Subdivision Agreement, the Applicant is required to forward a copy of the agreement to the agencies in order to facilitate their clearance of conditions for final approval of this plan.*

V. THAT the City Clerk **BE AUTHORIZED** to issue the required notice respecting approval of the draft plan of subdivision under Section 51(37) of The Planning Act.

VI. THAT the subdivision agreement shall **BE REGISTERED** against lands to which it applies prior to the final registration of the Plan of Subdivision.

VII. THAT prior to the final approval by the Corporation of the City of Windsor, the City Planner / Executive Director of the Planning and Development shall **BE ADVISED**, in writing, by the appropriate agencies and/or municipal departments that conditions have been satisfied.

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

Carried.

Report Number: S 108/2026
Clerk's File: Z/15218; Z/15217; Z/15216

8. ADJOURNMENT

There being no further business the meeting of the Development & Heritage Standing Committee (*Planning Act* Matters) portion is adjourned at 4:54 o'clock p.m.

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

THE CITY OF WINDSOR ONTARIO, CANADA

Council Report: S 113/2026

Subject: Zoning By-law Amendment Application for 1103 Drouillard Road, Z-029/26 [ZNG-7399], Ward 5

Reference:

Date to Council: December 1, 2026
Author: Brian Nagata, MCIP, RPP
Planner III - Development
(519) 255-6543 ext. 6181

Planning & Building Services
Report Date: 10/28/2026
Clerk's File #: Z/15233

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:

40. SOUTHWEST CORNER OF DROUILLARD ROAD AND RICHMOND STREET

For the lands comprising Part of Lot 136, Plan 620 (PIN 01094-0650 LT), the following additional provisions shall apply:

a) *Dwelling Units: maximum* 6

b) Notwithstanding Section 5.15.5, on a *corner lot*, no separation shall be required between an existing *building* and the point of intersection of two *streets*.

c) Notwithstanding Section 15.2.5.9, the *minimum amenity area* required for a *dwelling unit* located at *grade* shall be 0.0 m^2.

d) Notwithstanding Section 15.2.5.15, *dwelling units* shall be permitted on the same *storey* as non-residential uses provided, they are located a *minimum* of 6.0 m from the *front lot line*.

e) Notwithstanding Table 24.20.5.1, the *minimum* number of *required parking spaces* for *dwelling units* in a *combined use building* shall be 2.

[ZDM 6; ZNG/7399]

II. THAT Zoning By-law 8600 **BE FURTHER AMENDED** by changing the zoning of Part of Lot 136, Plan 620 (PIN 01094- 0650 LT), situated at the southwest corner of Drouillard Road and Richmond Street, from CD2.2 to CD2.2x(40).

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

a. Parking Justification Memorandum, prepared and sealed by Michael Dworczak, P.Eng. of MDT Urban Traffic Solutions Ltd., dated June 12, 2026.
b. Planning Rationale Report, prepared by Tracey Pillon-Abbs, RPP of Pillon Abbs Inc., dated August 18, 2026.
c. Road/Rail Traffic and Stationary Noise Impact Study (Reference File No. JJ-00820 NIS1), prepared by Joseph Sleiman, Acoustic Technician, and reviewed and sealed by Joey Jraige, P.Eng. of Acoustic Engineering Ltd., dated June 3, 2026.
d. Site Plan incorporating the Required Drawing Revisions identified in the Engineering Right-of-Way Division's comments included under Appendix "F".

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

a. Noise mitigation measures identified in the above referenced Road/Rail Traffic and Stationary Noise Impact Study.

V. THAT the Site Plan Approval Officer **CONSIDER** the following matters in an executed and registered site plan agreement:

1. General and Special Provisions identified in the Engineering Right-of-Way Division's comments included under Appendix "F" with the exception of the requested land conveyance and corner cut-off.

Executive Summary:

N/A

Background:

Application Information:

Location: 1103 Drouillard Road

Legal: Part of Lot 136, Plan 620; PIN 01094- 0650 LT

Roll No. 010-120-09400

Ward: 5 **Planning District:** East Windsor **Zoning District Map:** 6

Applicant: NC Capital Holdings Inc. (Nathan Scaly)

Owner: Same as Applicant

Agent: Clarke Gallie

Proposal: The applicant proposes to construct a three-storey combined-use building containing one commercial unit on the first floor and six dwelling units, consisting of two dwelling units on the first floor and four two-storey

dwelling units occupying the second and third floors. The development includes two covered parking spaces at the rear of the property, accessed via the rear alley.

Requested Amendment: Add a site-specific zoning exception to the existing Commercial District 2.2 (CD2.2) zoning to permit relief from the following provisions of Zoning By-law 8600:

- 5.15.5 Corner Lot - minimum building or structure separation from the point of intersection of any two streets.
- 15.2.5.9 Amenity area - per dwelling unit - minimum
- 15.2.5.15 For a combined use building, all dwelling units, not including entrances thereto, shall be located above the non-residential uses.
- 24.20.5.1 Required parking spaces for dwelling units in a combined use building.
- 24.22.1.1 Required visitor parking spaces for dwelling units in a combined use building.

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

Attached to this Report: Conceptual Plans (Appendix "A")

Not attached to this Report: In-Fill Grade Plan, Parking Justification Memorandum, Planning Rationale Report, Road/Rail Traffic and Stationary Noise Impact Study, and Zoning By-law Amendment Application.

Site Information:

Official Plan	Zoning	Current Use	Previous Use
Mixed Use Corridor	Commercial District 2.2 (CD2.2)	Vacant Land	*Combined Use Building (Commercial & Residential)
Lot Width	**Lot Depth**	**Lot Area**	**Lot Shape**
9.1 m	29.0 m	264.8 m^2	Rectangular
All measurements are based on the In-Fill Grade Plan prepared by Verhaegen Land Surveyors, dated January 30, 2025 (Reference No. 21-47-496-01)			
**Damaged by fire on January 31, 2021, and demolished in November 2021*			

Neighbourhood:

The subject property is situated in the Ford City area, located within the western portion of the East Windsor neighbourhood. The East Windsor neighbourhood constitutes the area north of Tecumseh Road East, east of the former Chesapeake Ohio Railway corridor that traversed the Chrysler Windsor Assembly Plant, south of the Detroit River and west of Raymo Road (north of the Via Rail corridor) and Jefferson Boulevard (south of the Via Rail corridor).

Surrounding Land Uses				
Land Use	**North**	**East**	**South**	**West**
Commercial	x		x	
Community Centre/Library		x	x	
Industrial		x		
Institutional	x	x		
Mixed Use Corridor	x	x	x	
Mixed Use Node	x			
Parks	x		x	
Rail		x	x	
Residential - Low Profile	x	x	x	x
School - Elementary				x
School - Secondary				x

Municipal Infrastructure				
Land Use	**Drouillard Road**	**Richmond Street**	**Alley**	**Walking Distance**
Curbs & Gutters	Y	Y		
Lanes	2	2		
Sidewalks	Y	Y		
Streetlights	Y	Y	N	
Bike Route	N	N		N
Transit Route	Y	Y		Y
Multi-Use Trail	N	N		Y
On-Street Parking	Y	N		
Sanitary Sewer	Y	N	N	
Storm Sewer	Y	N	N	
Watermain	Y	Y	N	
Hydro	N	Y	Y	

Consultations:

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

The Transportation Planning Department requested a sightline distance review to assess the proposed relief from General Provision 5.15.5 (Corner Lot) of Zoning By-law 8600, which requires a minimum setback of 6.0 metres from the point of intersection of any two streets. In addition, the Engineering Development and Engineering Right-of-Way Divisions requested the conveyance of a 1.8-metre-wide road widening along the full Drouillard Road frontage of the subject property to accommodate future

improvements to the public right-of-way, and a 4.6-metre by 4.6-metre corner cut-off at the intersection of Drouillard Road and Richmond Street.

However, the Planning & Development Services Department, in consultation with the Legal Department, determined that the owner is entitled, as of right, to rebuild based on the previously existing legal non-complying structure. This determination was confirmed through email correspondence dated December 4, 2024, and is based on Supreme Court of Canada decisions respecting legal non-conforming rights. This position was subsequently reaffirmed in follow-up correspondence dated October 28, 2026.

Accordingly, the requested land conveyances cannot be included as a condition of approval.

There are other no objections to the proposed amendment.

On March 26, 2026, the applicant hosted a public open house, offered in both in-person and virtual formats, at Club 9 Banquet Hall (1457 Drouillard Road). Notice of the open house was provided to property owners within 200 metres of the subject property. A total of six residents attended in person and three participated virtually. No additional comments were received by the applicant prior to or following the open house.

Section 3.2 of the PRR summarizes the comments and questions, along with their corresponding responses.

Comments received were taken into consideration when preparing this report.

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

Anticipated Change Based on Recommendations:

Issue	Existing Conditions / Permissions	Proposed / Recommended	Change	Study / Report Submitted
Land Use	Vacant Land	Combined Use Building (One commercial unit and a Multiple Dwelling with six dwelling units)	Net increase of six dwelling units	**YES** (Planning Rationale Report)
Noise Attenuation	Vacant Land	Sensitive land use	Mitigation measures identified in the Road/Rail Traffic and Stationary Noise Impact Study are to be incorporated into an approved site plan and executed and registered site plan agreement.	**YES** (Road/Rail Traffic and Stationary Noise Impact Study)

Parking (Required)	Vacant Land	Six parking spaces are required for the Combined Use Building (refer to the Zoning By-law section for a detailed calculation of required parking spaces)	Two parking spaces provided Reduction in required parking spaces requested and recommended	**YES** (Parking Justification Memorandum)
Traffic	Vacant Land	Combined Use Building	No significant change in vehicle trips	**NO** (Transportation Impact Study not required)
Stormwater Management	Vacant Land	Combined Use Building	Restricted to the pre-development release rate Completion of a Stormwater Retention Scheme is a General Provision of the site plan agreement	**NO**



KEY MAP - Z-029/26 [ZNG-7399]

SUBJECT LANDS



PART OF ZONING DISTRICT MAP 6

N.T.S.

REZONING

Applicant: NC Capital Holdings Inc.

SUBJECT LANDS

PLANNING & BUILDING DEPARTMENT

DATE : SEPTEMBER 2026
FILE NO. : Z-029-26, ZNG-7399



NEIGHBOURHOOD MAP - Z-029/26 [ZNG-7399]

SUBJECT LANDS

Discussion:

Parking Justification Memorandum (Michael Dworczak, P.Eng. of MDT Urban Traffic Solutions Ltd., dated June 12, 2026)

The Transportation Planning Department has reviewed the Parking Justification Memorandum and concurs with its findings, supporting a reduction in the required number of parking spaces from four to two.

Planning Rationale Report (PRR) (Tracey Pillon-Abbs, RPP, Pillon Abbs Inc., August 18, 2026)

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

The Planning & Development Services Department recommends the inclusion of additional zoning provisions limiting the maximum number of dwelling units permitted within a combined-use building and establishing a minimum setback for dwelling units located on the same storey as non-residential uses, as discussed in detail in the Zoning By-law Analysis section herein.

Road/Rail Traffic and Stationary Noise Impact Study [(Reference File No. JJ-00820 NIS1) (Prepared by Joseph Sleiman, Acoustic Technician, and reviewed and sealed by Joey Jraige, P.Eng., Acoustic Engineering Ltd., June 3, 2026)]

The Planning & Development Services Department generally concurs with the analysis, findings, and conclusions outlined in the Road/Rail Traffic and Stationary Noise Impact Study.

The Department recommends that the Site Plan Approval Officer be directed to incorporate the following mitigation measures identified in the study into an approved site plan and/or executed and registered site plan agreement:

- North Façade requires a minimum of STC 30 glazing installed with a maximum window to floor area ratio of 35% and thick operable windows. In addition, exterior wall compositions must be a minimum of STC 46.
- East Façade requires a minimum of STC 28 glazing installed with a maximum window to floor area ratio of 35% and thick operable windows. In addition, exterior wall compositions must be a minimum of STC 46.
- Each dwelling unit shall be equipped with a central air conditioning system.
- Essex Terminal Railway Company Warning Clause to be registered on Title and/or included in all agreements of purchase and sale and/or leases and/or disclosure statements and declarations for all the units.
- Warning Clause Type D to be registered on Title and/or included in all agreements of purchase and sale and/or leases and/or disclosure statements and declarations for all the units.

Provincial Planning Statement 2024 (PPS):

The defined role of the Provincial Planning Statement, 2024 (the "PPS") is to provide *"policy direction on matters of provincial interest related to land use planning and development. As a key part of Ontario's policy-led planning system, the PPS sets the policy foundation for regulating the development and use of land province-wide, helping achieve the provincial goal of meeting the needs of a fast-growing province while enhancing the quality of life for all Ontarians."*

Appendix “C” lists policies of the PPS that are considered relevant in discussing provincial interests related to this amendment.

The Planning & Development Services Department found this amendment to be consistent with the above policies.

Official Plan:

The subject parcel is designated Mixed Use Corridor on Schedule D: Land Use and located on a designated Traditional Commercial Street on Schedule A1: Special Policy Areas of the Official Plan. Section 5.1.2 of the PRR provides a review and analysis of the applicable Official Plan policies, including street presence, locational criteria, archaeological potential, traffic, servicing, parking, compatibility, urban design and Traditional Commercial Streets. It concludes that the proposed development conforms to the Official Plan.

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

City of Windsor Intensification Guidelines:

The subject property is located within a Mixed-Use Corridor. The City of Windsor Intensification Guidelines identify Mixed-Use Corridors as key areas for growth and intensification that are intended to accommodate a broad mix of residential, commercial, office, recreational, entertainment, cultural, and community uses. Development within these corridors should support transit, promote active and connected streetscapes, incorporate landscaping, and ensure compatibility with surrounding land uses and built forms through appropriate design and transitions.

Section 5.1.3 of the Planning Rationale Report states that the proposed development *“is in keeping with the City of Windsor Intensification Guidelines.”*

The Planning & Development Services Department evaluated the proposed development and is satisfied that it is consistent with these objectives. The proposed development complies with the CD2.2 zoning provisions regulating height, scale, massing, siting, and setbacks, as well as the applicable Traditional Commercial Street parking policies of the Official Plan and parking provisions of Zoning By-law 8600.

Zoning By-Law

The subject property is within a CD2.2 zone of Zoning By-law 8600, which requires dwelling units in a combined use building to be located above the non-residential uses.

The Applicant is requesting an amendment to add a site-specific zoning exception to the existing CD2.2 zoning to allow the proposed development.

Proposed Zoning Exception 40 adds the provisions set out below:

Clause a) limits the number of dwelling units permitted within a combined-use building to a maximum of six. This provision is recommended solely by the Planning & Development Services Department to ensure the scale and intensity of development remain compatible with the surrounding area and the Traditional Commercial Street context.

Clause b) reduces the minimum building separation between an existing building and the point of intersection of two streets from 6.0 metres to 0.0 metres to recognize the owner's as-of-right entitlement to reconstruct the existing non-complying combined-use building within its original building envelope. This clause is recommended by the Planning & Development Services Department and differs from the applicant's request in the following respects:

- The applicant requested a reduction from 6.0 metres to 0.10 metres.
- The recommended provision permits a full reduction to 0.0 metres only for the reconstruction of the existing non-complying combined-use building within its original building envelope.
- The recommended provision does not provide relief for future redevelopment, which would be subject to the applicable provisions of Zoning By-law 8600.
- The recommended provision more clearly recognizes an existing legal non-complying condition and is intended to facilitate reconstruction of the existing building rather than establish a reduced setback standard for new development.

Clause c) reduces the minimum amenity area required for a dwelling unit located at grade from 12.0 m^2 per dwelling unit to 0.0 m^2. The proposed development includes dedicated rooftop patios for the upper-storey dwelling units to satisfy the minimum amenity area requirements. The proposed development represents an improvement over the previous combined-use building, which did not provide any amenity area. In addition, Garry Dugal Park, the Gino A. Marcus Community Complex, and Whelpton Park are located within walking distance of the subject property and provide opportunities for outdoor recreation and leisure. This clause is recommended by the Planning & Development Services Department and differs from the applicant's request in the following respects:

- The applicant requested a full reduction from 12.0 m^2 per dwelling unit to 0.0 m^2.
- The recommended provision only provides relief to the dwelling units that do not comply.
- The recommended provision maintains the amenity area requirement for all other dwelling units and does not establish a blanket exemption from the standards of Zoning By-law 8600.

Clause d) permits dwelling units to be located on the same storey as non-residential uses, whereas dwelling units would otherwise be required to be located above the non-residential uses. The Planning & Development Services Department recommends that the clause requested by the applicant be modified to require a minimum 6.0 metre setback from the front lot line for dwelling units located at grade. This requirement ensures that a non-residential use is maintained at grade along the Traditional Commercial Street, consistent with the City of Windsor Intensification Guidelines, which encourage active ground-floor commercial uses that support pedestrian activity and contribute to a vibrant public realm.

Clause e) reduces the minimum number of parking spaces required for dwelling units within a combined-use building from six to two. Recognition of the existing non-complying combined-use building permits the application of Section 24.10.15.1, Deficiency in Spaces - Existing Buildings, of Zoning By-law 8600. As a result, the parking requirement is based on the incremental increase in parking demand associated with the proposed development rather than the total parking requirement for the building.

The existing building has a parking deficiency of one parking space and one visitor parking space. The proposed development would require a total of seven parking spaces and one visitor parking space. After accounting for the existing deficiency, the proposed development generates an additional parking requirement of six spaces. With two parking spaces proposed on-site, the resulting deficiency is four parking spaces, while no visitor parking spaces are required. The resulting parking calculation is illustrated below.

Required Parking Calculations				
		Parking Spaces		**Visitor Parking Spaces**
Required spaces for existing uses		3		1
Existing spaces being provided	−	2	−	0
Deficiency / surplus	=	1	=	1
Spaces required for proposed uses		7		1
Deficiency / surplus	−	1	−	1
Existing deficiency: (total required)	=	6	=	0
Existing deficiency: (total required)		6		0
Total proposed spaces to be provided	−	2	−	0
Additional spaces to be provided or in (surplus)	=	4	=	0

No other zoning deficiencies have been identified or supported.

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

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

Site Plan Control (SPC):

The proposed development will be subject to Site Plan Control, through which detailed design and technical matters will be reviewed and addressed. This review will include, but is not limited to, building design, site layout, landscaping, lighting, accessibility, servicing, drainage, waste management, and other urban design considerations.

Recommendation III directs the Site Plan Approval Officer to consider and address comments from all applicable City departments and external agencies during the Site Plan Control review process to ensure that the development is designed and implemented in a manner that is functional, compatible with the surrounding area, and consistent with municipal standards and policies.

Risk Analysis:

N/A

Climate Change Risks

Climate Change Mitigation:

The proposed development represents a form of residential intensification within an established urban area and supports the efficient use of existing municipal infrastructure, including roads, sidewalks, sanitary and storm sewers, water services, and public transit. By accommodating additional residential units within the built-up area, the development helps reduce pressure for greenfield expansion and contributes to the efficient use of land and public services.

The subject property is located within an existing mixed-use corridor with access to public transit, commercial services, and active transportation infrastructure. Providing housing in an area where residents can walk, cycle, or utilize transit for daily needs may reduce reliance on private automobiles and contribute to lower community-wide greenhouse gas emissions.

Climate Change Adaptation:

Climate change is expected to increase the frequency and intensity of extreme weather events, including heavy precipitation and periods of extreme heat. These conditions may affect the long-term performance and resilience of the proposed building and surrounding infrastructure.

While climate change adaptation measures are not addressed in detail through this application, any new construction will be required to comply with the applicable requirements of the *Ontario Building Code* through the building permit process. The development will also be required to incorporate appropriate stormwater management measures and drainage controls to address runoff and reduce potential impacts

associated with extreme precipitation events. These requirements will assist in improving the resilience of the development to future climate conditions.

Financial Matters:

N/A

Conclusion:

The *Planning Act* requires that Council decisions affecting planning matters be consistent with the PPS and conform to the applicable policies of the Official Plan. The Planning & Development Services Department has reviewed the proposed Zoning By-law Amendment applications in this context.

Administration is satisfied that the proposed development represents an appropriate form of residential intensification within an established mixed-use corridor. The proposed three-storey combined-use building will contribute to the range of housing options available in the area while maintaining a commercial presence at street level. The development supports the efficient use of existing municipal infrastructure and services, promotes active transportation and transit use, and is compatible with the planned function and character of the surrounding area.

The recommended Zoning By-law Amendment is consistent with the PPS, conforms to the policy direction of the Official Plan, is compatible with existing and permitted uses in the surrounding neighbourhood, and represents good planning. Accordingly, Administration supports approval of the application, subject to the recommended amendment and conditions set out in this report.

Planning Act Matters:

Brian Nagata, MCIP, RPP
Planner III - Development

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

Greg Atkinson, MCIP, RPP
Deputy City Planner - Development

Neil Robertson, MCIP, RPP
City Planner

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

JP RM

Approvals:

Name	Title
Brian Nagata	Planner III - Development
Greg Atkinson	Deputy City Planner - Development
Aaron Farough	Senior Legal Counsel

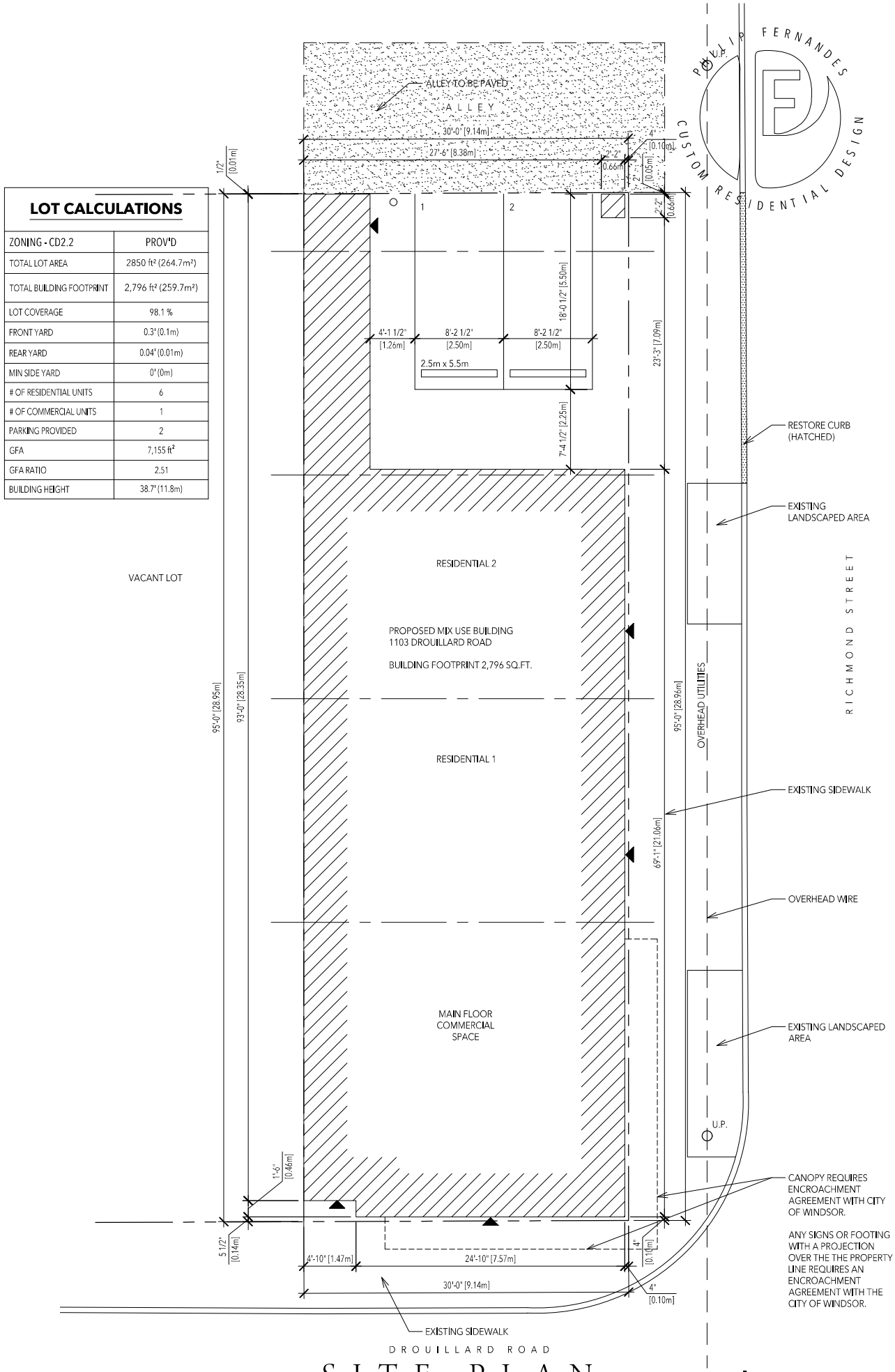
Name	Title
Neil Robertson	City Planner
Jelena Payne	Deputy CAO/Commissioner, Economic Development
Ray Mensour	Chief Administrative Officer

Appendices:

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

LOT CALCULATIONS

ZONING - CD2.2	PROV'D
TOTAL LOT AREA	2850 ft² (264.7m²)
TOTAL BUILDING FOOTPRINT	2,796 ft² (259.7m²)
LOT COVERAGE	98.1 %
FRONT YARD	0.3' (0.1m)
REAR YARD	0.04' (0.01m)
MIN SIDE YARD	0' (0m)
# OF RESIDENTIAL UNITS	6
# OF COMMERCIAL UNITS	1
PARKING PROVIDED	2
GFA	7,155 ft²
GFA RATIO	2.51
BUILDING HEIGHT	38.7' (11.8m)

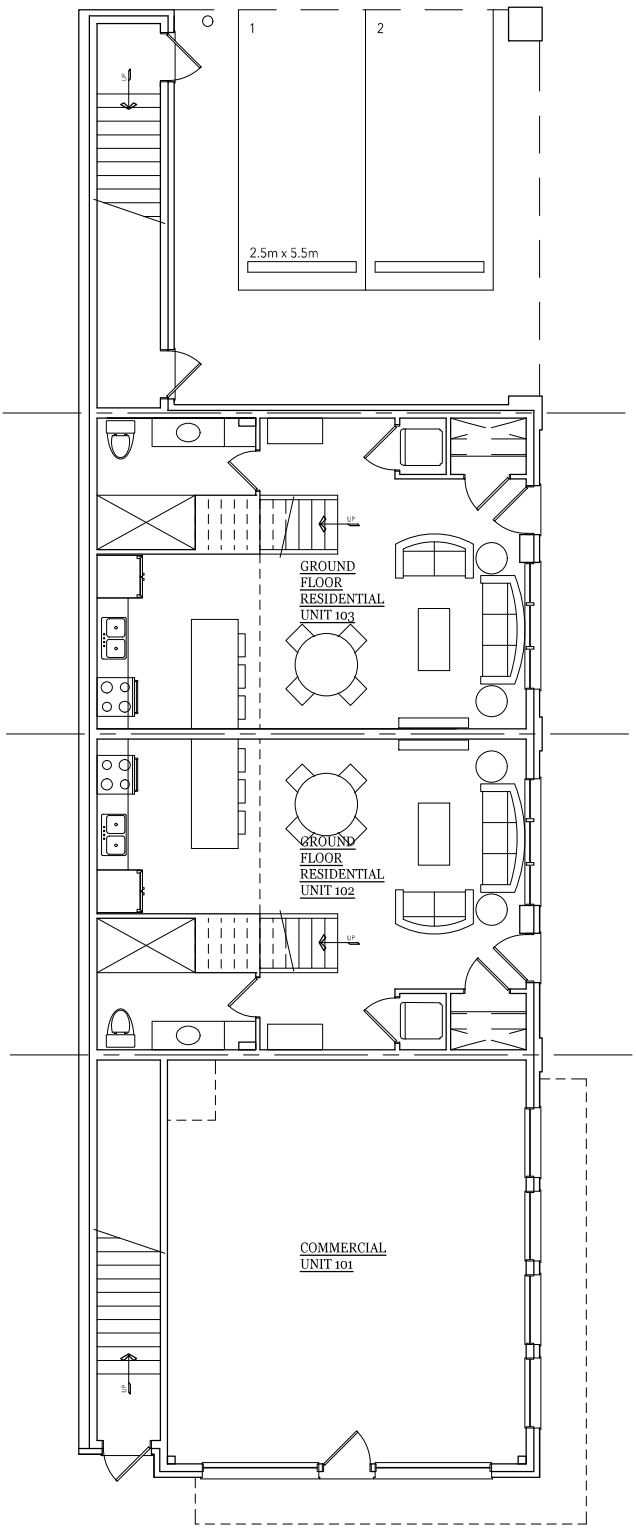


S I T E P L A N

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

PHILIP FERNANDES
CUSTOM ARCHITECTURAL DESIGN

CLIENT: NC CAPITAL
PROJECT: 23-1191
DATE: 2026 09 04



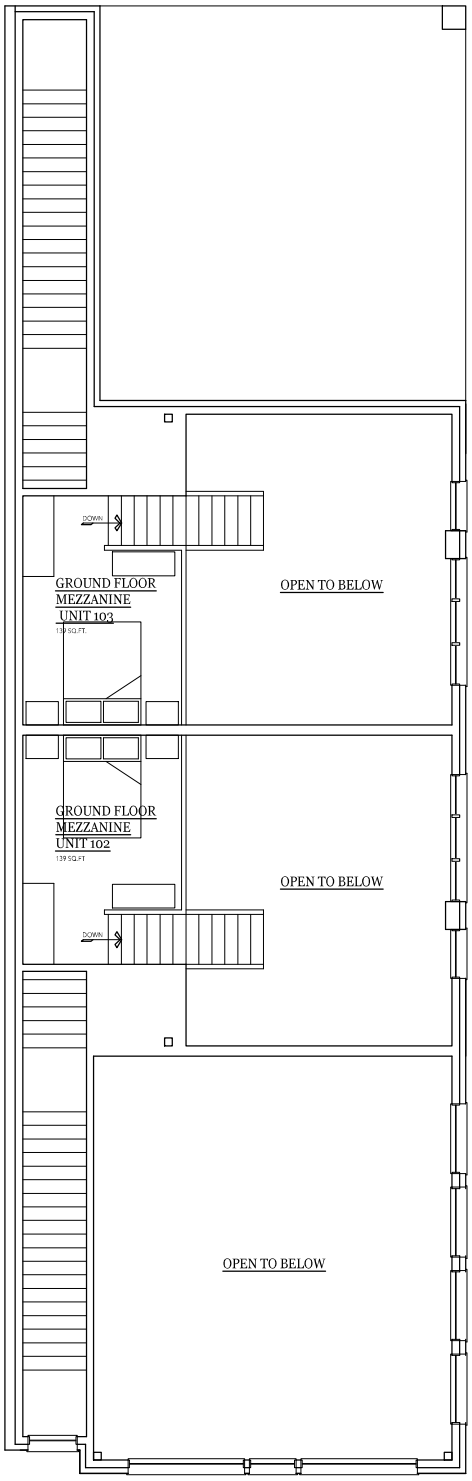
SQUARE FOOTAGE	
COMMERCIAL UNIT 101	657 SQ FT
RESIDENTIAL UNIT 102	788 SQ FT
RESIDENTIAL UNIT 103	788 SQ FT
RESIDENTIAL UNIT 201	1,088 SQ FT
BALCONY	350 SQ FT
TOTAL UNIT	1,438 SQ FT
RESIDENTIAL UNIT 202	975 SQ FT
BALCONY	138 SQ FT
TOTAL UNIT	1,113 SQ FT
RESIDENTIAL UNIT 203	975 SQ FT
BALCONY	138 SQ FT
TOTAL UNIT	1,113 SQ FT
RESIDENTIAL UNIT 204	1,058 SQ FT
BALCONY	380 SQ FT
TOTAL UNIT	1,438 SQ FT
SHARED CIRCULATION	618 SQ FT
TOTAL	7,953 SQ FT

FIRST FLOOR PLAN

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

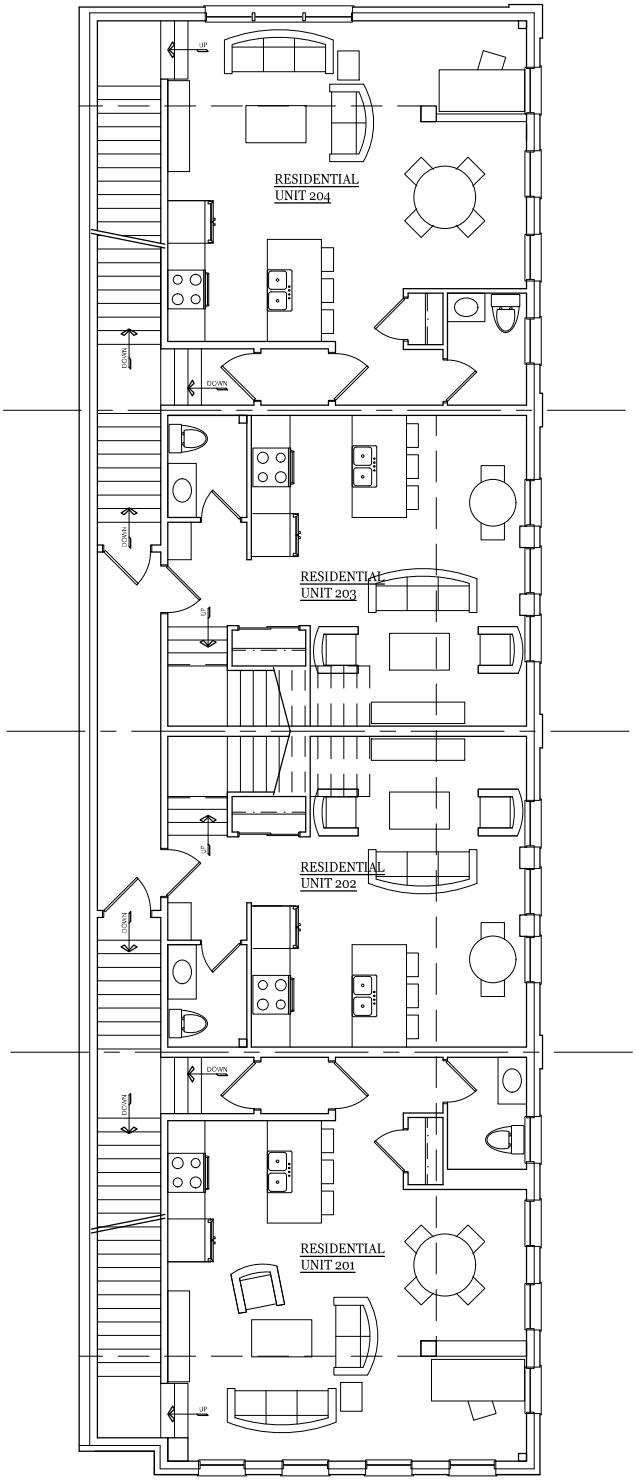
PHILIP FERNANDES
CUSTOM ARCHITECTURAL DESIGN

CLIENT: NC CAPITAL
PROJECT: 23-1191
DATE: 2026 09 04



MEZZANINE

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

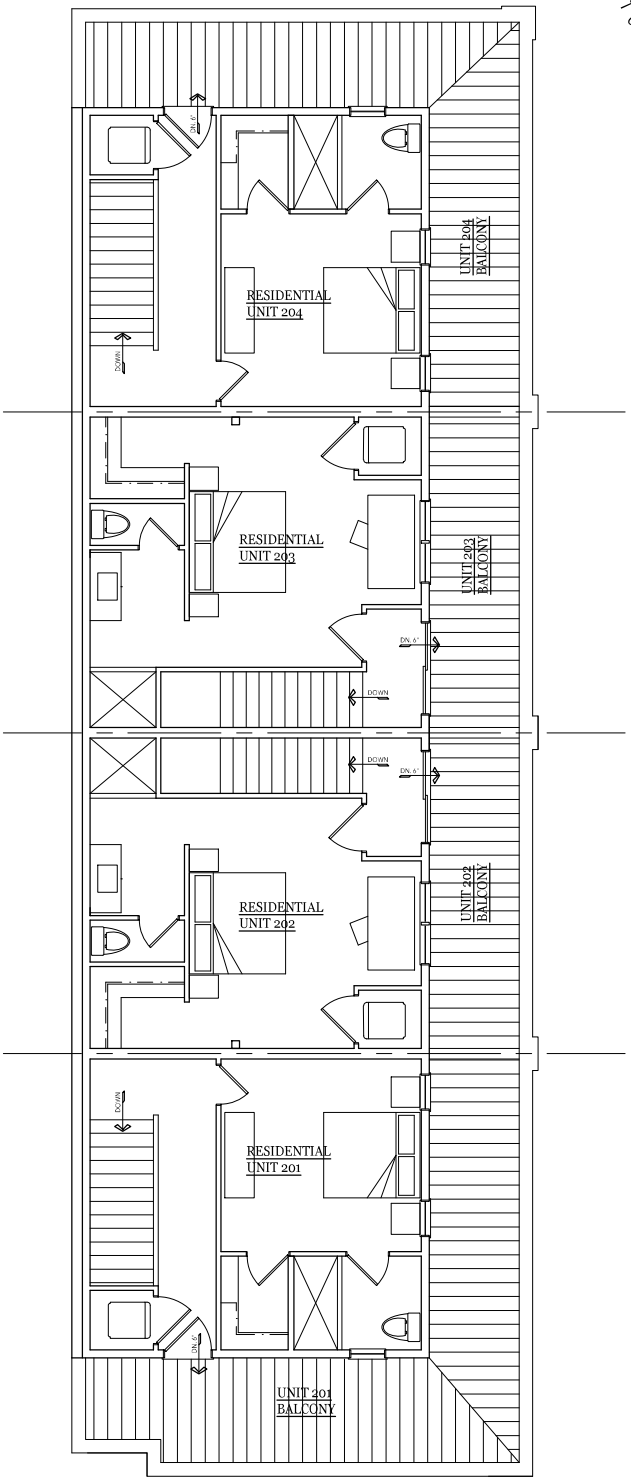


SECOND FLOOR PLAN

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

PHILIP FERNANDES
CUSTOM ARCHITECTURAL DESIGN

CLIENT: NC CAPITAL
PROJECT: 23-1191
DATE: 2026 09 04

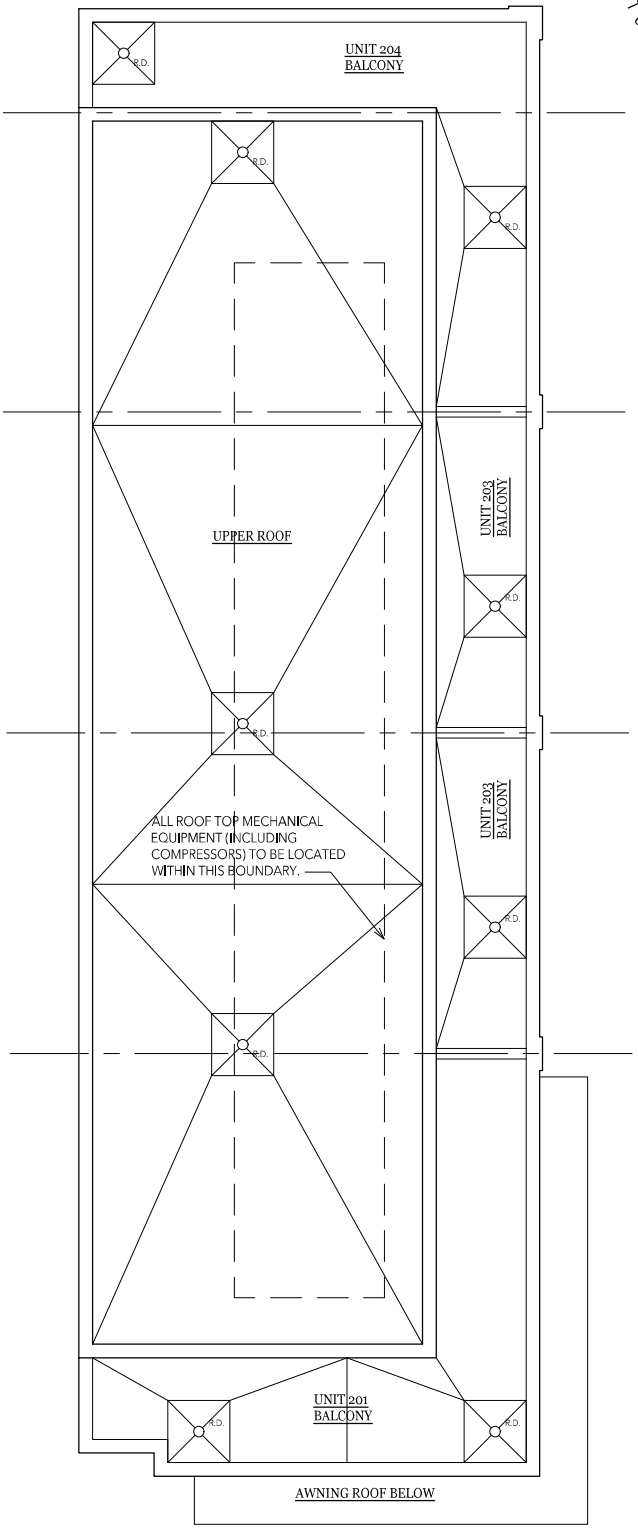


THIRD FLOOR PLAN

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

PHILIP FERNANDES
CUSTOM ARCHITECTURAL DESIGN

CLIENT: NC CAPITAL
PROJECT: 23-1191
DATE: 2029 09 04



ROOF PLAN

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

PHILIP FERNANDES
CUSTOM ARCHITECTURAL DESIGN

CLIENT: NC CAPITAL
PROJECT: 23-1191
DATE: 2026 09 04



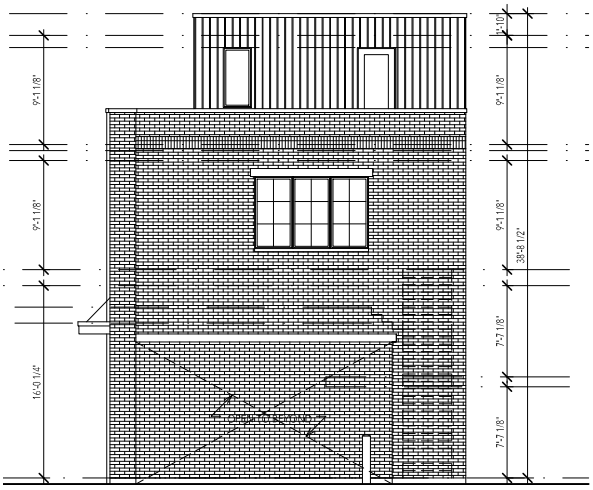
PHILIP FERNANDES
CUSTOM ARCHITECTURAL DESIGN

FRONT ELEVATION

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

CLIENT: NC CAPITAL
PROJECT: 23-1191
DATE: 2026 09 04



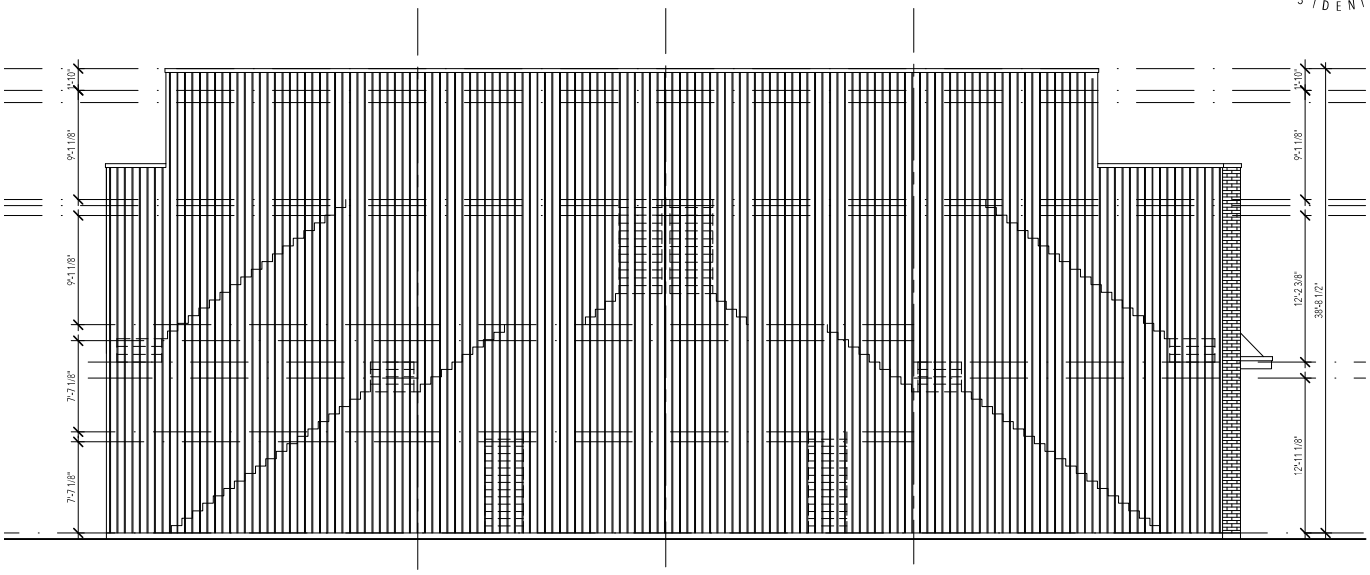


PHILIP **FERNANDES**
CUSTOM ARCHITECTURAL DESIGN

SIDE ELEVATIONS

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

CLIENT: NC CAPITAL
PROJECT: 23-1191
DATE: 2026 09 04



PHILIP FERNANDES
CUSTOM ARCHITECTURAL DESIGN

REAR ELEVATIONS

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

CLIENT: NC CAPITAL
PROJECT: 23-1191
DATE: 2026 09 04

APPENDIX "B"

Site Photos (Google Street View June 2025)



Figure 1 - Looking northwest towards the subject property from Drouillard Road



Figure 2 - Looking southwest towards the subject property from the intersection of Drouillard Road and Richmond Street



Figure 3 - Looking southeast towards the subject property from Richmond Street

APPENDIX "C"

Excerpts from Provincial Planning Statement 2024 (PPS)

Chapter 2: Building Homes, Sustaining Strong and Competitive Communities

2.1 Planning for People and Homes

6. Planning authorities should support the achievement of complete communities by:
    a. accommodating an appropriate range and mix of land uses, housing options, … employment, … and other uses to meet long-term needs;
    b. improving accessibility for people of all ages and abilities by addressing land use barriers which restrict their full participation in society; and

2.2 Housing

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

    b. permitting and facilitating:

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

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

2.3 Settlement Areas and Settlement Area Boundary Expansions

2.3.1 General Policies for Settlement Areas

1. Settlement areas shall be the focus of growth and development. Within settlement areas, growth should be focused in, where applicable, strategic growth areas, including major transit station areas.
2. Land use patterns within settlement areas should be based on densities and a mix of land uses which:

    a. efficiently use land and resources;

b. optimize existing and planned infrastructure and public service facilities;
c. support active transportation;
d. are transit-supportive, as appropriate; and

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

2.9 Energy Conservation, Air Quality and Climate Change

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

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

Chapter 3: Infrastructure and Facilities

3.6 Sewage, Water and Stormwater

2. Municipal sewage services and municipal water services are the preferred form of servicing for settlement areas to support protection of the environment and minimize potential risks to human health and safety. For clarity, municipal sewage services and municipal water services include both centralized servicing systems and decentralized servicing systems.

APPENDIX "D"

Excerpts from the Official Plan

Volume I

3 Development Strategy

3.2.1 Safe, Caring and Diverse Community

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

6. Land Use

6.1 Goals

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

NEIGHBOURHOODS	6.1.1	Safe, caring and diverse neighbourhoods.
RESIDENTIAL	6.1.3	Housing suited to the needs of Windsor's residents.
MIXED USE	6.1.10	Pedestrian oriented clusters of residential, commercial, employment and institutional uses.
RESIDENTIAL INTENSIFICATION	6.1.14	To direct residential intensification to those areas of the City where transportation, municipal services, community facilities and goods and services are readily available.

6.2 General Policies

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

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

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

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

6.5 Commercial

Commercial lands provide the main locations for the purchase and sale of goods and services. In order to strengthen Windsor's economy, ensure convenient access and address compatibility concerns, Commercial land uses are provided under three designations on Schedule D: Mixed Use Centre, Mixed Use Corridor, and Mixed Use Nodes.

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

6.5.1 Objectives

Orderly Development & Distribution	6.5.1.1	To encourage the orderly development and distribution of commercial uses across the City.
Improve Centres & Corridors	6.5.1.3	To promote the stabilization, consolidation and improvement of existing mixed use centres and corridors.
Accessible	6.5.1.4	To locate commercial activities in areas which have sufficient and convenient access by all modes of transportation.
Minimize Negative Impacts	6.5.1.5	To ensure that there are limited negative impacts of expanded commercial uses on adjacent sensitive uses.
Active Community Areas	6.5.1.6	To ensure that commercial areas are designed to function as locations for social interaction.
Range of Uses	6.5.1.7	To accommodate an appropriate range of commercial uses for the trade area.
Residential Intensification	6.5.1.8	To promote residential intensification with Medium and High Profile buildings to meet the housing needs of the City in appropriate areas in proximity to municipal services, transit and employment areas.

6.5.3 Mixed Use Corridor

The Mixed-Use Corridor land use designation is intended for areas which are designed for vehicle oriented Mixed-Use uses. Mixed-Use Corridors take the form of commercial strips along Arterial and Collector roads within Windsor.

These Mixed Use Corridors are expected to provide people-oriented employment and to accommodate higher density/intensity development, while maintaining a broad mix of land uses that support investment in transit and the achievement of complete communities.

PERMITTED USES	6.5.3.1	Uses permitted in the Mixed Use Corridor land use designation are primarily retail, wholesale store (added by OPA 58, 24 07 2006) and service oriented uses and, to a lesser extent, office uses. Medium and High Profile residential uses either as stand-alone buildings or part of a commercial-residential mixed use buildings shall be throughout the Corridors.
STREET PRESENCE	6.5.3.3	Council will encourage Mixed-Use Corridor development to provide a continuous street frontage and presence. Accordingly, development along a Mixed-Use Corridor shall be: (a) no more than four storeys in height, except on lands at an intersection of any combination of the following roads: Class I Arterial Road, Class II Arterial Road, Class I Collector Road, or Class II Collector Road. The height of buildings shall generally not exceed the width of the road right-of-way abutting the development site; and (c) Encouraged to locate the buildings at the street frontage lot line with parking accommodated at the rear of the site.
INFILL & CONSOLIDATION	6.5.3.4	Council shall promote the infilling and consolidation of existing Mixed Use Corridors.
LOCATIONAL CRITERIA	6.5.3.6	Mixed Use Corridor development shall be located where: (a) there is access to Class I or Class II Arterial Roads or Class I Collector Roads; (b) full municipal physical services can be provided; and (c) commercial related traffic can be directed away from residential areas.
EVALUATION CRITERIA	6.5.3.7	At the time of submission, the proponent shall demonstrate to the satisfaction of the Municipality that a proposed mixed use corridor development is: (a) feasible having regard to the other provisions of this Plan, provincial legislation, policies and appropriate guidelines and support studies for uses: (i) within or adjacent to any area identified on Schedule C: Development Constraint Areas and described in the Environment chapter of this Plan; (ii) within a site of potential or known contamination;

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

(iv) adjacent to sensitive land uses and/or heritage resources.

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

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

(d) provided with adequate off-street parking;

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

(f) acceptable in terms of the proposal's market impacts on other commercial areas (see Procedures chapter).

DESIGN GUIDELINES 6.5.3.8 The following guidelines shall be considered when evaluating the proposed design of a Mixed Use Corridor development:

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

(b) the provision of appropriate landscaping or other buffers to enhance:

(i) all parking lots, and outdoor loading and service areas; and

(ii) the separation between the use and adjacent sensitive uses, where appropriate;

(c) as a general rule, the height of buildings are consistent with the height of buildings which characterize the Mixed Use Corridor. Where Council deems it desirable that higher profile development be permitted in an existing Mixed Use Corridor, the development should be built at a human scale by utilizing one or both of the following measures:

(i) treatment of the lower floors of building(s) to provide continuity; and/or

(ii) setting back the upper floors of building(s) from the street to avoid overpowering effects at-grade;

(d) where possible, parking is located in the rear of the property to encourage continuous building facades adjacent to the street; and

(e) measures are taken in site design which provide for ease of access for pedestrians between the public sidewalk and building main entrances in a manner which is distinguishable from access provided for vehicles.

Council will adopt Design Guidelines that will assist in the design and review of development applications in a manner that will ensure implementation of these policies.

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

SITE PLAN CONTROL 6.5.3.9 Council shall require all development within areas designated as Mixed Use Corridor to be subject to site plan control, with the exception of Public Open Space uses.

CORRIDOR IMPROVEMENT 6.5.3.10 Council will encourage and facilitate the creation and efforts of business improvement associations within Mixed Use Corridor in accordance with the provisions of the Municipal Act.

(g) improving the pedestrian scale along the street through development guidelines and streetscaping

8. Urban Design

8.0 Preamble

8.7 Built Form

8.7.2 Policies

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

(a) massing;

(b) building height;

(c) architectural proportion;

(d) volumes of defined space;

(e) lot size;

(f) position relative to the road; and

(g) building area to site area ratios.

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

(i) exterior building appearance



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

CONTINUOUS BUILDING FACADES

8.7.2.5 Council will require new development to support the creation of continuous building facades along Mainstreets through the street level presence of:

(a) community facilities, retail shops, and other frequently visited uses; and

(b) architectural features and elements which can be experienced by pedestrians.

8.11 Streetscape

8.11.2 Policies

MAINSTREETS DEFINED

8.11.2.10 Council will promote the development of Mainstreets at the locations identified on Schedule G: Civic Image. Such Mainstreets will be designed to:

(a) promote a diverse mixture of commercial, residential and other appropriate land uses along the road;

(b) encourage pedestrian activity and movement along the streetscape; and

(c) provide and/or enhance the unique character of the surrounding neighbourhood.

MAINSTREETS

8.11.2.11 Council will recognize the significance of the roads designated as Mainstreets on Schedule G: Civic Image by:

(a) enhancing the public rights-of-way consistent with the established character of the neighbourhood, using streetscaping elements such as special lighting, landscaping, paving stones, street furniture, public art and other complementary features and fixtures;

(b) protecting and enhancing significant views and vistas along public rights-of-way;

(c) protecting and enhancing heritage resources;

(d) encouraging the provision of building and streetscaping elements that provide shelter from inclement weather, where appropriate; and

(e) encouraging signage which enhances the character of the Mainstreet.

11 Tools

11.6 Zoning

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

11.6.1 Objectives

COMPATIBLE USES 11.6.1.2 To ensure compatibility between land uses.

11.6.3 Zoning By-law Amendment Policies

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

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

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

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

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

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

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

(b) Relevant support studies;

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

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

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

Volume II

1. Special Policy Areas

1.0 Preamble

The designation of Special Policy Areas on Schedule A: Planning Districts & Policy Areas allows for the application of specific planning policies for defined geographic areas of Windsor where the goals, objectives and policies of the Primary Plan require further clarification and consideration.

PURPOSE	1.39.1	The intent of this policy is to allow for the retention of buildings on Traditional Commercial Streets to facilitate continuous building facades and provide a positive impact on the unique character and walkability of these areas. This policy also provides a policy framework for creating new or expanded off-street parking areas in the Vicinity of Traditional Commercial Streets—to the rear of commercial and mixed use buildings. This policy also prohibits the creation of new surface parking areas or the expansion of existing surface parking areas abutting Traditional Commercial Streets.
TRADITIONAL COMMERCIAL STREETS	1.39.2	'Traditional Commercial Streets' are public rights-of-way designated on Schedule A-1: Special Policy Areas in the Primary Plan. The location of Traditional Commercial Streets generally aligns with Business Improvement Areas and designated Mainstreets identified on Schedule G: Civic Image. Vicinity of Traditional Commercial Streets is conceptually shown on Schedule A-1: Special Policy Areas in the Primary Plan.
POLICY APPLICATION	1.39.3	This policy applies to: a) Property adjacent to Traditional Commercial Streets; and b) Property within a 100 metre perpendicular distance from the centreline of a Traditional Commercial Street.
DROUILLARD ROAD	1.39.4	Only Section 1.39.16 and the sections referenced within Section 1.39.16 applies to Drouillard Road Traditional

Commercial Street Area.

EXCEPTIONS 1.39.5 This policy does not apply to:

a) Bicycle parking areas
b) School drop-off/pick up areas

SPECIAL POLICY PREVAILS 1.39.6 Where there is conflict between this Section 1.39 and any other sections of the Official Plan related to parking areas, Section 1.39 shall prevail.

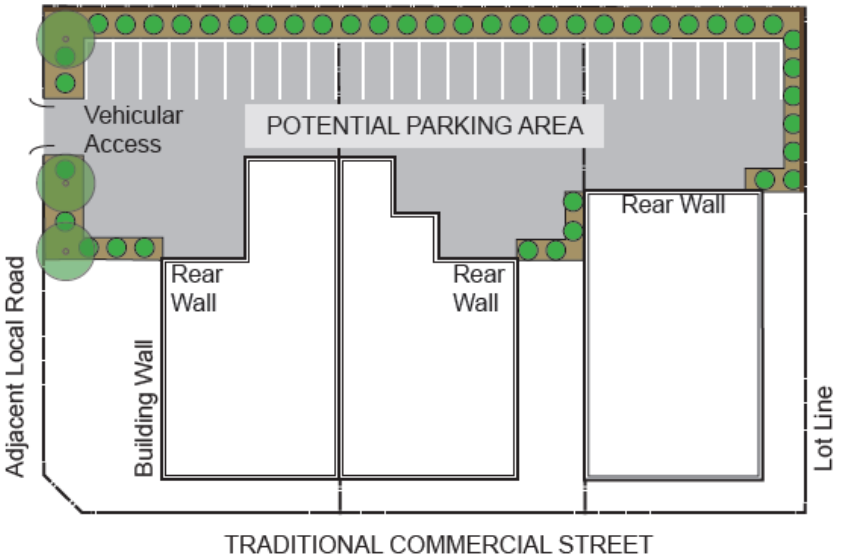
SURFACE PARKING AREAS NOT PERMITTED 1.39.7 A surface parking area abutting a Traditional Commercial Street identified on Schedule A-1 is prohibited. For clarity, this includes parking spaces encroaching in the public right-of-way.

OTHER OFF-STREET PARKING AREAS 1.39.8 Underground parking and parking structures with permitted use(s) on the ground floor abutting Traditional Commercial Streets and within the Vicinity described in Section 1.39.3 are permitted.

PARKING AREA PERMITTED AS AN ACCESSORY USE 1.39.9 Surface parking areas may be permitted as an accessory use subject to the following criteria:

(a) The parking area shall be located further from the Traditional Commercial Street than the rear wall of the building located on the same property.

FIGURE 1: EXAMPLE PARKING AREA



PARKING AREAS PERMITTED IN RESIDENTIAL VICINITY 1.39.10 Subject to Section 1.39.7 and 1.39.9, parking areas may be permitted through zoning by-law amendment within areas designated Residential within the Vicinity of Traditional Commercial Streets, subject to the following criteria:

THROUGH REZONING		(a) The proposed parking area shall be located entirely within a perpendicular distance of 75m from the centerline of a Traditional Commercial Street. (b) *There are no low profile housing, small scale forms* of development located between the proposed parking area and a Traditional Commercial Street; (c) The subject property does not abut any Traditional Commercial Street; and (d) The subject property is not listed on the Municipal Heritage Register.
VEHICLE ACCESS TO PARKING AREAS	1.39.11.1	Vehicle access is not permitted from a Traditional Commercial Street as the access would interrupt the continuity of the pedestrian path and building facade/street wall, creating conflict between pedestrians and vehicles. Vehicle access may be provided from a local street or alley that is not identified on Schedule A-1.
EXCEPTION	1.39.11.2	Policy 1.39.11.1 does not apply to any property with no access other than from a Traditional Commercial Street.
DRIVEWAY EXCEPTIONS	1.39.11.3	For properties where Section 1.39.11.2 applies, or where the property is abutting the Drouillard Road area, driveway access from the Traditional Commercial Street shall be limited to one driveway access per property and to the maximum width of access permitted by zoning regulations.
SCREENING OF PARKING AREAS	1.39.12	Parking areas described in Sections 1.39.3 and 1.39.4 shall be subject to the provisions of the zoning by-law and site plan control by-law. Appropriate screening through the use of decorative fencing, decorative walls or living walls, tree planting, low berms and other landscape elements will be required, to the satisfaction of the City Planner. These elements serve to reduce the visual impact of the parking areas from the streetscape. Screening of parked vehicles shall also consider safety of users by permitting views to adjacent rights-of-way or access ways for orientation and safety.
DEMOLITION BUFFER FOR RESIDENTIAL PROPERTY IN VICINITY	1.39.13	To encourage orderly development , residential properties located within a 100m perpendicular distance from the centerline of a Traditional Commercial Streets shall be subject to demolition control unless: a) A parking area has been approved in accordance with Section 1.39.10; or b) Explicitly exempted in the Demolition Control By-law.

APPROVAL OF DEMOLITION REQUEST	1.39.14	Council may approve a request for demolition within the area set out in 1.39.13 where redevelopment of the site is proposed. Council may also impose conditions to ensure redevelopment is completed within the proposed timeframe.
REDEVELOPMENT POLICIES NOT APPLICABLE	1.39.15	The policies regarding Redevelopment Plans, in Section 11.11 of the Primary Plan shall not apply to the properties described in Section 1.39.13.
DROUILLARD ROAD	1.39.16	The Drouillard Road area shown on Schedule A-1 inset is not subject to policies 1.39.7, 1.39.9 to 1.39.11.2 (inclusive) and 1.39.13 to 1.39.15. Surface parking areas are permitted on properties abutting Drouillard Road subject to the following criteria: (a) The parking area shall be located further from the Traditional Commercial Street than the front main wall of a building located on the same property.

APPENDIX "E"

Excerpts from Zoning By-law 8600

City of Windsor Zoning By-law 8600

SECTION 5 – GENERAL PROVISIONS

5.15 CORNER LOT

5.15.5 On a *corner lot*, any part of any *building* or *structure* shall have a minimum separation of 6.0 m from the point of intersection of any two *streets* unless:

.1 that part of the *building* or *structure* is elevated a *minimum* of 2.20 m above *grade*;

.2 that part of the *building* or *structure* consists exclusively of not more than one structural support column having a *maximum* outside diameter of 1.0 m and a *minimum* height of 2.20 m above *grade*.

SECTION 6 – OTHER PARKING PROVISIONS

6.1 APPLICATION

6.1.1 Unless otherwise stated, the provisions in Section 6 apply to the *use* of any *lot* in any *zoning district* in this by-law.

6.1.90 The provisions in Section 6.90 apply to all land identified on Schedule 'P' – Off-Street Parking Overlay to this by-law. Any reference to Section 20(4) in this by-law means Section 6.90.

6.90 TRADITIONAL COMMERCIAL STREET – OFF-STREET PARKING PROVISIONS

6.90.1 ADDITIONAL DEFINITIONS

The following defined terms apply to the provisions in Section 6.90:

NEW OR EXPANDED PARKING AREA means the creation of five or more *parking spaces*.

REAR WALL means the *building* wall furthest from the *traditional commercial street*. Where the rear wall of a *building* does not follow a straight line, the closest parallel *building* wall to the facade shall be deemed the rear wall.

TRADITIONAL COMMERCIAL STREET means the following *streets*:

Devonshire Road between Riverside Drive East and Wyandotte Street East

Drouillard Road between Trenton Street and Deming Street

Erie Street between Mercer Street and Hall Avenue

Ottawa Street between Marentette Avenue and Windermere Road

Ouellette Avenue between Wyandotte Street and Tecumseh Road
Sandwich Street between Brock Street and Detroit Street
Tecumseh Road East between Forest Avenue and Chilver Road
Tecumseh Road East between Cadillac Street and Larkin Road
Tecumseh Road East between Westcott Road and Rossini Boulevard
University Avenue West between Randolph Avenue and Salter Avenue
Wyandotte Street East between Arthur Street and Raymo Road
Wyandotte Street East between McDougall Street to Argyle Road
Wyandotte Street East between Thompson Boulevard and Glidden Avenue
Wyandotte Street West between California Avenue and Campbell Avenue

6.90.2 ADDITIONAL PERMITTED MAIN USES

Parking Garage in a *Combined Use Building* provided a minimum *building* depth of 10.0 m of the ground floor area abutting the *traditional commercial street* is occupied by any *use* permitted by the *zoning district* or zoning exception in which the *lot* is located.

6.90.3 PROHIBITED USES

.1 A *Public Parking Area* is prohibited save and except for a *bicycle parking space*.

6.90.5 ADDITIONAL PROVISIONS

.1 For any *parking area* with five or more *parking spaces*, that portion of the *parking area* not used for a *parking space, parking aisle, collector aisle, access area, loading space*, or *stacking space* shall be maintained exclusively as a *landscaped area*.

.3 The following additional provisions apply to any *new or expanded parking area, parking garage, access area,* and *stacking space* except for the Drouillard Road area shown on Schedule P.5 Off-Street Parking Overlay and any *school* drop-off / pick-up area:

a) A *parking space, collector aisle, parking aisle*, or a *stacking space* is prohibited between the *traditional commercial street* and:

1) the *rear wall* of the *building* located on the same *lot*; or

2) 10.0 m from the *exterior lot line* that abuts a *traditional commercial street*,

whichever distance is greater.

b) Where access can be provided from a *street* not identified as a *traditional commercial street* or from an *alley*, an *access area* to or from a *traditional commercial street* is prohibited.

c) Where an *access area* cannot be provided from a *street* not identified as a *traditional commercial street* or from an *alley*, a maximum of one *access area* may be provided from a *traditional commercial street*.

d) For a *parking area* with 19 or less *parking spaces*, the minimum width of the *access area* shall be 3.0 m. For any *parking area*, the maximum width of the *access area* shall be 7.0 m.

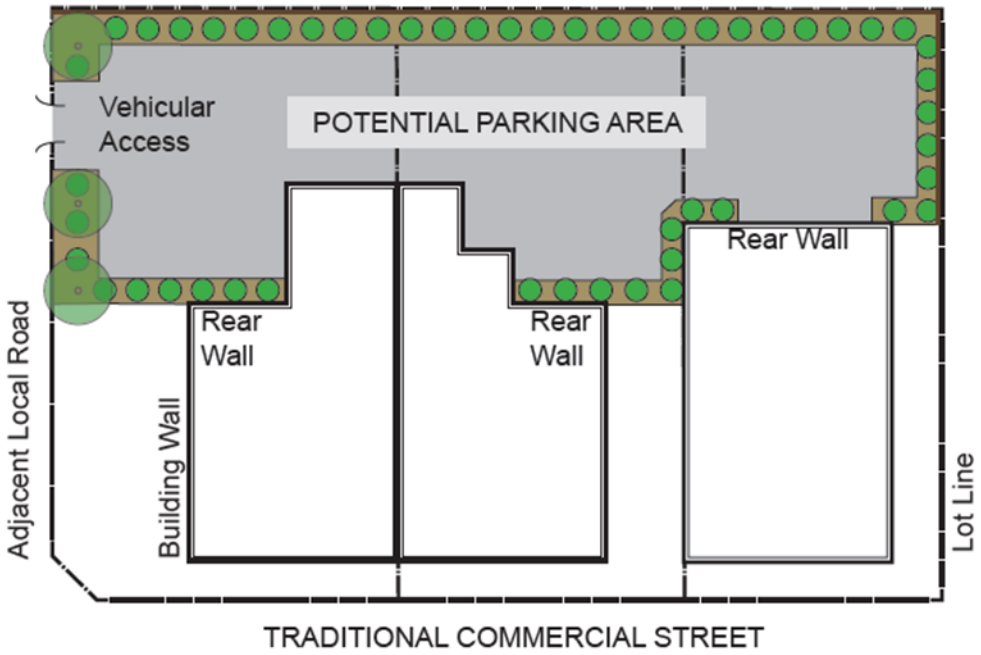
.5 These provisions apply only to any *new or expanded parking area*, *parking garage, access area*, and *stacking space* in the Drouillard Road area shown on Schedule P.5 Off-Street Parking Overlay:

a) A *parking space, collector aisle, parking aisle*, or a *stacking space* is prohibited between the *traditional commercial street* and the building wall located closest to the *traditional commercial street*.

b) A maximum of one *access area* may be provided from a *traditional commercial street.*

c) For a *parking area* with 19 or less *parking spaces*, the minimum width of the *access area* shall be 3.0 m. For any *parking area*, the maximum width of the *access area* shall be 7.0 m.

ILLUSTRATION 6.90.1.1 – EXAMPLE OF POTENTIAL PARKING AREA



SECTION 15 – COMMERCIAL DISTRICTS 2. (CD2.)

15.2 COMMERCIAL DISTRICT 2.2 (CD2.2)

15.2.1 PERMITTED USES

Bakery
Business Office
Child Care Centre
Commercial School
Confectionery
Food Outlet – Take-Out
Funeral Establishment
Medical Office
Micro-Brewery
Personal Service Shop
Place of Entertainment and Recreation
Place of Worship
Professional Studio
Public Hall
Repair Shop – Light
Restaurant
Retail Store
Veterinary Office
Wholesale Store
Dwelling Units in a *Combined Use Building* with any one or more of the above uses
Gas Bar
Outdoor Market
Parking Garage
Public Parking Area
Tourist Home
Existing Automobile Repair Garage
Existing Service Station
Any use accessory to any of the preceding uses. An *Outdoor Storage Yard* is prohibited, save and except, in combination with the following main uses:
Outdoor Market, Existing Automobile Repair Garage.

15.2.3 PROHIBITED USES

A *Gas Bar* and a *Service Station* is prohibited on any lot located within 63.50 m of the east or west limits of Sandwich Street between Detroit Street and Brock Street or within 30.0 m of the south limit of Mill Street between Russell Street and Sandwich Street.

15.2.5 PROVISIONS

.4	Building Height – maximum	14.0 m
.9	Amenity Area – Per Dwelling Unit – minimum	12.0 m^2 per unit
.10	Gross Floor Area – maximum	
	Bakery or *Confectionary*	550.0 m^2

.15 For a *Combined Use Building*, all *dwelling units*, not including entrances thereto, shall be located above the non-residential uses.

.24 An *Outdoor Market* is permitted within a *Business Improvement Area*. An *Outdoor Market* is prohibited elsewhere.

SECTION 24 – PARKING, LOADING AND STACKING PROVISIONS

24.10 GENERAL PROVISIONS

24.10.15 DEFICIENCY IN SPACES – EXISTING BUILDINGS

.5 Despite Section 24.10.15.1, for an existing *building* located on a *lot* within the *Central Business District*, *Business Improvement Area*, or any area listed in Section 24.20.3.1, a change of use from the existing use to any use listed under Section 24.20.1 or Section 24.20.3, whichever is applicable, except for “All other uses not listed above”, no additional *parking spaces*, *visitor parking spaces*, *accessible parking spaces*, *bicycle parking spaces*, or *loading spaces* are required.

24.20.3 REQUIRED PARKING SPACES – BUSINESS IMPROVEMENT AREAS AND OTHER DEFINED AREAS

.1 Excluding lands in the *Central Business District*, for lands in any *Business Improvement Area* and for all lands within a *Commercial District* located:

.1 on the north and south side of Wyandotte Street West between Dougall Avenue and Patricia Road;

.2 on the north and south side of University Avenue between Dougall Avenue and Randolph Avenue;

.3 on the north and south side of Tecumseh Road East between Forest Avenue and Chilver Road, Cadillac Street and Larkin Road, and Westcott Road and Rossini Boulevard

.4 on the east and west side of Ouellette Avenue between Giles Boulevard and Tecumseh Road;

for an existing building, the required minimum number of parking spaces shall be as shown opposite the respective use in Table 24.20.3.1:

TABLE 24.20.3.1 – REQUIRED PARKING SPACES BUSINESS IMPROVEMENT AREAS & OTHER DEFINED AREAS	
USE	**PARKING RATE – MINIMUM**
Bake Shop	0
Business Office	0
Convenience Store	0
Food Convenience Store	0
Food Outlet – Take-out	0
Medical Office	1 for each 27 m^2 GFA
Pawnshop	0
Personal Service Shop	0
Pharmacy	0
Professional Studio	0
Repair Shop – Light	0
Restaurant	None for the first 90 m^2 GFA AND 1 for each additional 15 m^2 GFA
Retail Store	0
Veterinary Office	1 for each 27 m^2 GFA
All other uses not listed above	Section 24.20.5 shall apply

24.20.5 REQUIRED PARKING SPACES – ALL OTHER AREAS AND USES NOT LISTED IN TABLES 24.20.1.1 AND 24.20.3.1

.1 The required minimum number of parking spaces shall be as shown opposite the respective use as shown in Table 24.20.5.1:

TABLE 24.20.5.1 – REQUIRED PARKING SPACES	
USE	**PARKING RATE – MINIMUM**
Combined Use Building – Dwelling Units	1.25 for each dwelling unit

24.22 VISITOR PARKING SPACE PROVISIONS

24.22.1 REQUIRED VISITOR PARKING SPACES

.1 For a *Townhome Dwelling* without an attached garage or carport, *Multiple Dwelling* with a minimum of five *dwelling units*, or *Dwelling Units* in a *Combined Use Building*, a minimum of 15 percent of *parking spaces* shall be marked as visitor parking.

.5 If the calculation of the number of *visitor parking spaces* results in a number containing a fraction, the number shall be rounded DOWN to the nearest whole number, but in no case shall there be less than one *visitor parking space* and one required *parking space*.

24.22.10 SIZE OF VISITIOR PARKING SPACE

.1 Each *visitor parking space* shall have a minimum length of 5.5 m and a minimum width of 2.5 m, except where one side of the *parking space* is flanked by a wall or fence, each *visitor parking space* shall have a minimum length of 5.5 m and a minimum width of 3.5 m.

APPENDIX "F"
Consultations

CALDWELL FIRST NATION COMMUNITY

No comments provided

ENGINEERING - DEVELOPMENT

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

Sewers The site may be serviced by a 450mm diameter RCP sanitary sewer and a 1050mm diameter RCP storm sewer located within the 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 predevelopment levels. This will include, at a minimum:

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

For more information of SWM requirements, visit: link

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

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

Right-of-Way

Drouillard Road is classified as Class I Collector Road according to the Official Plan requiring a right-of-way width of 24m; the current right-of-way is 16.4m. Therefore, the existing right-of-way width is insufficient to meet municipal standards. As a result, the following land conveyance requirements apply. These requirements impact the proposed site plan and building lot lines; therefore, the proposal must be revised accordingly:

- A land conveyance of 4.6 m x 4.6 m is required to provide a corner cut-off at the intersection of Drouillard Road and Richmond Street.
- A 1.8 m land conveyance is required along the entire frontage of the Drouillard Road Right-of-Way.

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

Corner Cut-off - The Owner(s) agrees, prior to the issuance of a construction permit,

to gratuitously convey a 4.6 m x 4.6 m corner cut-off at the intersection of Drouillard Road and Richmond Street in accordance with the City of Windsor Standard Drawing AS-230.

Land Conveyance - The Owner(s) shall agree to gratuitously convey to the Corporation land sufficient to create a 24-metre-wide right-of-way on Drouillard Road. The conveyance shall be approximately 1.8 metres along the Drouillard Road Frontage of the subject lands.

If you have any further questions or concerns, please contact Adrian Enache, of this department at aenache@citywindsor.ca.

[Rob Perissinotti - Development Engineer]

ENGINEERING - R.O.W.

Required Drawing Revisions:

1. Driveway Approaches
    a. Redundant curb cut along Richmond Street to be reinstated, and boulevard restored as per Engineering Best Practice BP3.2.2.
    b. Alley approach to remain.
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.
    a. Modify drawings to include all sewer connections and water services.
    b. Identify any redundant connections to be abandoned in accordance with Engineering Best Practice BP1.3.3.
    c. Sampling Manhole required to be installed at or near property line, if one does not already exist
3. Corner Cut-off - A 4.6 m x 4.6 m (15’ x 15’) corner cut-off at the intersection of Richmond Street and Drouillard is not shown in the current submission.

a. Modify drawings to include corner cut-off as per Standard Engineering Drawing AS-230.

4. Land Conveyance - Schedule X classifies Drouillard Road as a Collector road, requiring a right-of-way width of 24 metres. The current submission does not include this conveyance.

    a. Modify drawings to include land conveyance of 1.8m as specified above.

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

    a. Modify drawings to remove encroaching items or identify that an encroachment agreement with the City of Windsor will be required for the building signage, building canopy, and footing.

6. Alley Paving - Proposal includes access off existing alley.

    a. Modify drawings to include alley paving in proposal

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

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

Site Plan Control Agreement - The owner(s) enter into an agreement with the City of Windsor for all requirements under the General Provisions of the Site Plan Control Agreement for the Engineering Department.

Alley Paving - The owner(s) shall agree to drain and pave at his entire expense the alley abutting the subject lands. The minimum acceptable cross-section will be 300 mm Granular "A" and 100 mm base and surface course asphalt in accordance with Standard City of Windsor Specifications, Selected Granular Base Course (S4) and Hot Mix, Hot Laid Asphaltic Concrete (S-10). The geometrics of the pavement shall comply with City of Windsor Standard Drawing AS-201. All work shall be to the satisfaction of the City Engineer.

Corner Cut-Off - The owner(s) agrees, prior to the issuance of a construction permit, to gratuitously convey a 4.6 m x 4.6 m (15’ x 15’) corner cut-off at the intersection of Richmond Street and Drouillard Road in accordance with City of Windsor Standard Drawing AS-230.

Encroachment Agreement - The owner(s) agree to submit an application for and execute an agreement with the Corporation for the proposed encroachments into the right-of-way (i.e., building signage, building canopy and footing) to the satisfaction of the City Engineer.

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 Road. This conveyance shall be approximately 1.8 metres along the entire Douillard Road frontage of the subject lands.

Sanitary Sampling Manhole - The owner(s) agree for all non-residential uses, to install a sanitary sampling manhole accessible at the property line of the subject lands to the City Engineer at all times. The determination of the requirement or interpretation if a sampling manhole exists or exceptions to such, will be to the satisfaction of the City Engineer.

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

[Lea Marshall - Technologist III]

ENWIN UTILITIES LTD. - HYDRO ENGINEERING

Comments to Stage 1 Planning Consultation Application

December 2, 2025

As we informed the customer previously, as long as the 3rd floor is set back enough from the 1st and 2nd floors. The 3rd floor setback of approximately 7ft feed relative to the 1st and 2nd floors would be sufficient to ensure proper clearance. This should give the 3rd floor 5m from each pole line, which is the standard distance we ask for.

We also recommend that any contractor doing work will need to work according to the requirements of the Occupational Health and Safety Act for Construction projects, including confirming clearance requirements/ safe limits of approach.

October 3, 2025

No Objection. Provided clearances are maintained from our distribution infrastructure.

Please note the following distribution and services:

- Overhead 16kV primary distribution pole line and associated down guy wires/anchors adjacent to the North and West limit of the property.
- Overhead duplex secondary distribution on the North limit of the property.
- Overhead neutral bare conduction on the North limit of the property.
- Overhead triplex secondary distribution at the West limit of the property, servicing multiple properties in the area.

[Tia McCloskey - Hydro Engineering Technologist]

ENWIN UTILITIES LTD. - WATER ENGINEERING

Comments to Stage 1 Planning Consultation Application

ENWIN Water has no objections.

[Bruce Ogg - Water Project Review Officer]

PLANNING DEPARTMENT - HERITAGE

Comments to Stage 1 Planning Consultation Application

There is no apparent built heritage concern with this property.

Archaeology

The subject property is located within the Archaeological Potential Zone (as per the recently adopted Windsor Archaeological Management Plan, 2024; OPA 181; and updated 2024 archaeological potential model OP Volume I Schedule C-1). However, the proposed Combined Use Building is on top of lands that have been previously disturbed, and thus, an archaeological assessment is not requested at this time. Nevertheless, the Applicant should be notified of the following archaeological precaution.

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

Contacts:

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

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

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

Windsor Police: 911

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

[Tracy Tang - Heritage Planner]

PLANNING DEPARTMENT - POLICY

The property is on a mixed-use corridor, Drouillard Road and Main Street, and within the Main Streets and Ford City CIP areas. We have worked with the owner and first architect on the design of the building. It has been designed to fit within the context of a traditional main street building found along Ford City's Main Street in terms of height, massing, scale, proportions, materials, and use.

We are in support of the ZBA.

The owner is eligible for approximately $159,000 in grants through the Ford City CIP. Based on the CIP drawings previously submitted, please make the following changes:

- Reduce the amount of brick between the corner and windows and add another column of windows as identified below.



- Remove the siding between the doors of the residential unit if possible and substitute for brick as identified below.



- Provide articulation of the rear façade facing Richmond Street. Perhaps add transom windows to allow light into the garage area.
- Provide additional windows along the rear façade if possible. The rear façade drawings do not reflect the parking area proposed at the rear off the alley.

[Kevin Alexander - Senior Planner: Special Projects]

PLANNING DEPARTMENT - SITE PLAN CONTROL

Comments to Stage 1 Planning Consultation Application

November 28, 2025

I have determined that the applicant is entitled to rebuild the non-complying structure within its original building envelope as of right. Any proposed expansion beyond the original building envelope would require approval from the Committee of Adjustment. As part of that application, I would also review and seek approval for any zoning variances that may arise.

Based on my previous investigations, the legal use of the property prior to demolition was a combined-use building containing three dwelling units.

[Brian Velocci - Site Plan Approval Officer]

September 24, 2025

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

[Jacqueline Cabral - Clerk Steno]

PLANNING - URBAN DESIGN

Comments to Stage 1 Planning Consultation Application

Pursuant to the application for a Zoning By-Law Amendment (PC-094/25), please note the following Urban Design comments:

The proposed development is generally supported as it demonstrates a visually interesting design with the use of high-quality materials. The proposal aligns with the objectives of the Ford City Community Improvement Plan (CIP)-Community Design Guidelines, and Main Streets CIP Design Guidelines, the City of Windsor Official Plan - Chapter 8 Urban Design, and Windsor's Intensification Guidelines, achieving the intent of these documents through thoughtful massing, articulation, and material selection.

One concern remains with respect to the proposed blank wall at the interior lot line (noted as the Rear Elevation in the Conceptual Plans). Blank walls do not meet the objectives of the applicable policy framework. To address this, the façade should either be activated through the inclusion of windows or enhanced with an artistic treatment, such as a mural or graffiti-style artwork, consistent with installations previously completed in Ford City. This recommendation is supported by Official Plan Section 8.10 (Art in Public Spaces) and the Intensification Guidelines Section 3.4.4.2, which directs the avoidance of blank or expansive elevations, and, where unavoidable, encourages the integration of art or special wall treatments.

The Applicant has also applied for Ford City CIP grants (December 2021) and worked with the Planning Department on the proposed building façade. The proposal is consistent with the CIP objectives, and the Applicant should contact Kevin Alexander, Planner III - Special Projects, to proceed with the grants. These comments and recommendations are fully supported by Kevin Alexander.

[Sophia Di Blasi - Planner III: Senior Urban Designer]

TRANSIT WINDSOR

Comments to Stage 1 Planning Consultation Application

Transit Windsor has no objections to this development. The closest existing transit route to this property is the Central 3. The Central 3 has a peak weekday frequency of 30 minutes. The closest existing bus stop is directly adjacent to this property on Richmond at Drouillard, southwest corner, providing direct transit access to this development. This will be maintained with Transit Windsor's City Council-approved Transit Master Plan. Transit Windsor has no plans to relocate this bus stop. If the bus stop needs to be temporarily relocated during construction, Transit Windsor requires a minimum of one week's notice.

[Jason Scott - Manager of Transit Planning]

TRANSPORTATION PLANNING

Comments to Stage 2 Planning Consultation Application

We have received and reviewed the Proposed Parking Justification Memorandum for 1103 Drouillard Road, prepared by Michael Dworczak, P.Eng., and dated June 2026 (hereinafter referred to as the "Study"). Following our review, it is noted that the BIA was consulted and that no concerns were raised during the public meeting regarding the parking shortfall. Further, as stated in the Study by the qualified professional, "the requested parking reduction is supportable from a transportation planning perspective and is not anticipated to result in adverse parking, traffic, or transportation impacts within the surrounding area." Therefore, Transportation planning has no further concerns.

[Aashvi Sarvaiya - Transportation Planner I]

WALPOLE ISLAND FIRST NATION

No comments provided

APPENDIX "G"

Draft Amending By-law

BY-LAW NUMBER -2026

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

Passed the day of , 2026.

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

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

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

40. **SOUTHWEST CORNER OF DROUILLARD ROAD AND RICHMOND STREET**

For the lands comprising Part of Lot 136, Plan 620 (PIN 01094-0650 LT), the following additional provisions shall apply:

a) *Dwelling Units: maximum* 6

b) Notwithstanding Section 5.15.5, on a *corner lot*, no separation shall be required between an existing *building* and the point of intersection of two *streets*.

c) Notwithstanding Section 15.2.5.9, the *minimum amenity area* required for a *dwelling unit* located at *grade* shall be 0.0 m^2.

d) Notwithstanding Section 15.2.5.15, *dwelling units* shall be permitted on the same *storey* as non-residential uses provided, they are located a *minimum* of 6.0 m from the *front lot line*.

e) Notwithstanding Table 24.20.5.1, the *minimum* number of *required parking spaces* for *dwelling units* in a *combined use building* shall be 2.

[ZDM 6; ZNG/7399]

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

1. Item Number	2. Zoning District Map	3. Lands Affected	4. Current Zoning Symbol	5. New Zoning Symbol
1	6	Part of Lot 136, Plan 620; PIN 01094- 0650 LT (located on the southwest corner of Drouillard Road and Richmond Street; Roll No 010-120-09400)	CD2.2	CD2.2x(40)

DREW DILKENS, MAYOR

CLERK

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

SCHEDULE 2

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

   To amend the zoning of the lands located on the southwest corner of Drouillard Road and Richmond Street, described as Part of Lot 136, Plan 620, PIN 01094-0650 LT, to permit the construction of a three-storey combined-use building containing one commercial unit on the first floor and six dwelling units, consisting of two dwelling units on the first floor and four two-storey dwelling units occupying the second and third floors. The development includes two covered parking spaces at the rear of the property, accessed via the rear alley. The amending by-law adds a site-specific zoning exception to permit a maximum of six dwelling units within a combined-use building; reduce the required building separation between an existing building and the point of intersection of two streets from 6.0 m to 0.0 m; permit no amenity area for dwelling units located at grade; permit dwelling units on the same storey as non-residential uses provided they are located a minimum of 6.0 m from the front lot line; and reduce the minimum number of required parking spaces for dwelling units in a combined-use building from six to two.

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



PART OF ZONING DISTRICT MAP 6

N.T.S.

SCHEDULE 2

Applicant: NC Capital Holdings Inc.

SUBJECT LANDS

PLANNING & BUILDING DEPARTMENT

DATE : SEPTEMBER 2026
FILE NO. : Z-029-26, ZNG-7399

THE CITY OF WINDSOR ONTARIO, CANADA

Council Report: S 111/2026

Subject: Rezoning - 0 Mulberry Drive - Z-028/26 ZNG/7398 - Ward 7

Reference:

Date to Council: December 1, 2026
Author: Adam Szymczak, MCIP, RPP
Senior Planner - Development
519-255-6543 x6250
aszymczak@citywindsor.ca
Planning & Building Services
Report Date: 10/23/2026
Clerk's File #: Z/15232

To: Mayor and Members of City Council

Recommendation:

1. That Zoning By-law 85-18 **BE AMENDED** by deleting PART BLOCK 75, PLAN 12M518, SAVE AND EXCEPT PART 3 PLAN 12R28498 (PIN 01567-1520), known municipally as 0 Mulberry Drive (Roll No. 070-890-06248), and situated at the southeast corner of Banwell Road & Mulberry Drive from said by-law.
2. THAT Zoning By-law 8600 **BE AMENDED** by changing the zoning of PART BLOCK 75, PLAN 12M518, SAVE AND EXCEPT PART 3 PLAN 12R28498 (PIN 01567-1520), known municipally as 0 Mulberry Drive (Roll No. 070-890-06248), and situated at the southeast corner of Banwell Road & Mulberry Drive to RD3.1.
3. THAT, when Site Plan Control is applicable:
    A. The documents, or studies identified in Appendix A to Report S 111/2026 **BE SUBMITTED** with an application for site plan approval to the satisfaction of the municipal department or external agency requesting them.
    B. The Site Plan Approval Officer **BE DIRECTED** to incorporate any requirements identified in Appendix A to Report S 111/2026 and any mitigation measures identified in any documents submitted in support of this application for a zoning by-law amendment into an approved site plan and an executed and registered site plan agreement to the satisfaction of the municipal department or external agency requesting them.

Executive Summary:

N/A

Background:

Application Information

Location: 0 Mulberry Drive (SE Corner Banwell Road & Mulberry Drive)

Legal: PART BLOCK 75, PLAN 12M518, SAVE AND EXCEPT PART 3 PLAN 12R28498; PIN 01567-1520

Roll No: 070-890-06248

Ward: 7 **Planning District:** Forest Glade **Zoning District Map**: T15/15

Applicant: Little D Holdings Limited (John Docherty)

Owner: Little D Holdings Limited

Agent: Dillon Consulting Limited (Rukma Ramdenee, Connor Wilks)

Proposal: Two Multiple Dwellings with a maximum building height of 14.0 metres containing four storeys and consisting of a total of 102 dwelling units, 129 parking spaces including 8 accessible parking spaces, 11 bicycle parking spaces, 2 loading spaces, and 5,220.9 m^2 (40.2% of lot area) of landscaped area. Vehicular access to the site will be via two access areas at Mulberry Drive.

Amendment: From Agricultural (A) in Zoning By-law 85-18 to Residential District 3.1 (RD3.1) in Zoning By-law 8600.

Submissions: All documents are available online. Application ZBA, Concept Plan, Correspondence Sanitary Sewer Outlet, Detailed Tree Inventory, Engagement Summary Report, Noise Study, Planning Justification Report (PJR).

Site Information:

OFFICIAL PLAN	ZONING BY-LAW 85-18	CURRENT USE	PREVIOUS USE
Residential	Agricultural (A)	Vacant	Unknown
LOT FRONTAGE MULBERRY DRIVE	**LOT DEPTH**	**LOT AREA**	**LOT SHAPE**
187.58 m	Varies	17,796 m^2	Irregular

Figure 1: Key Map

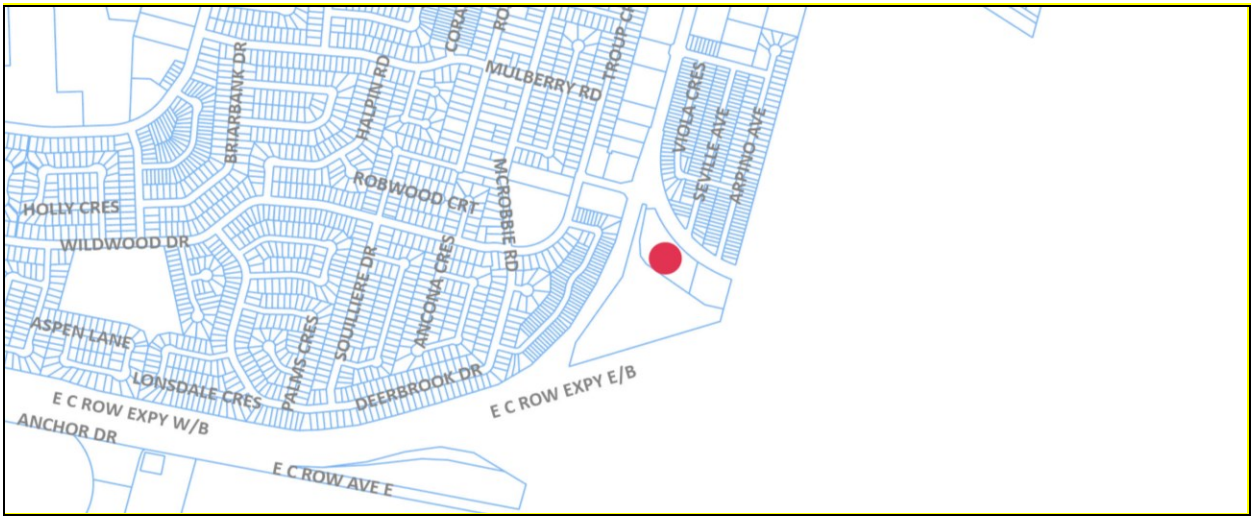


Figure 2: Subject Parcel – Zoning By-laws 85-18 & 8600

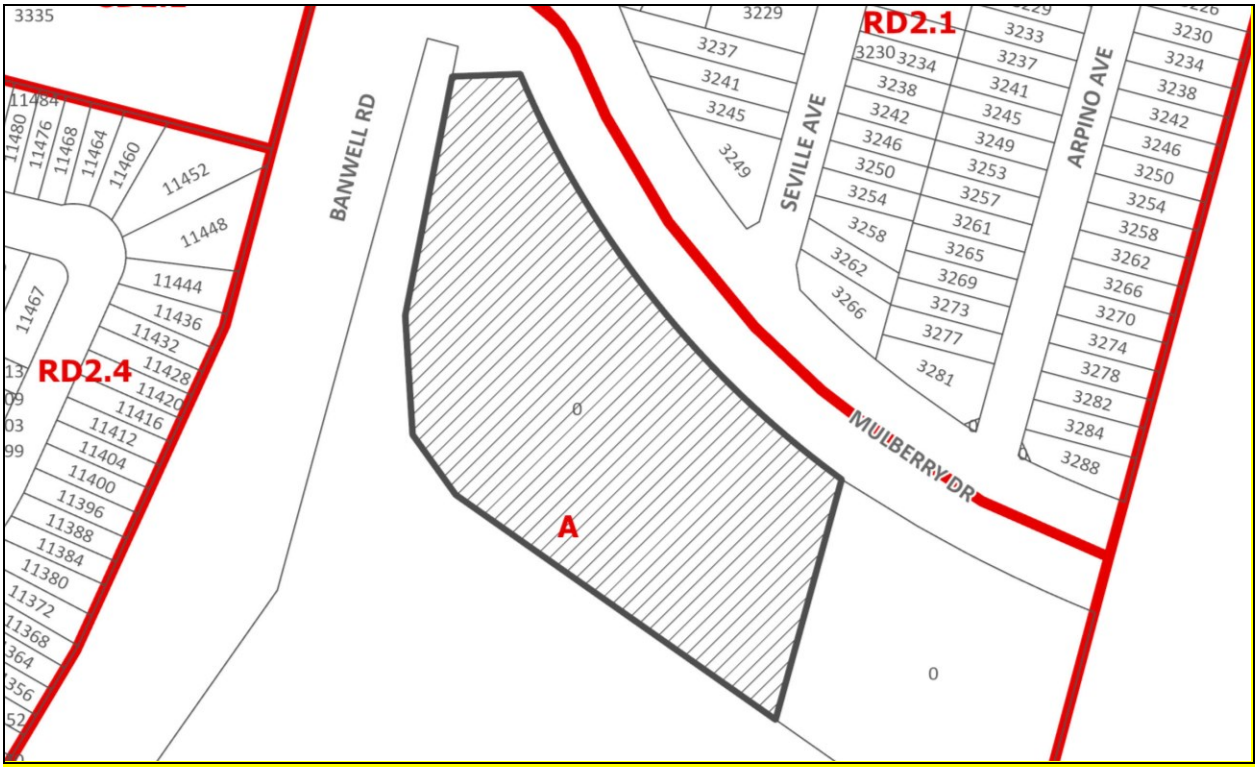
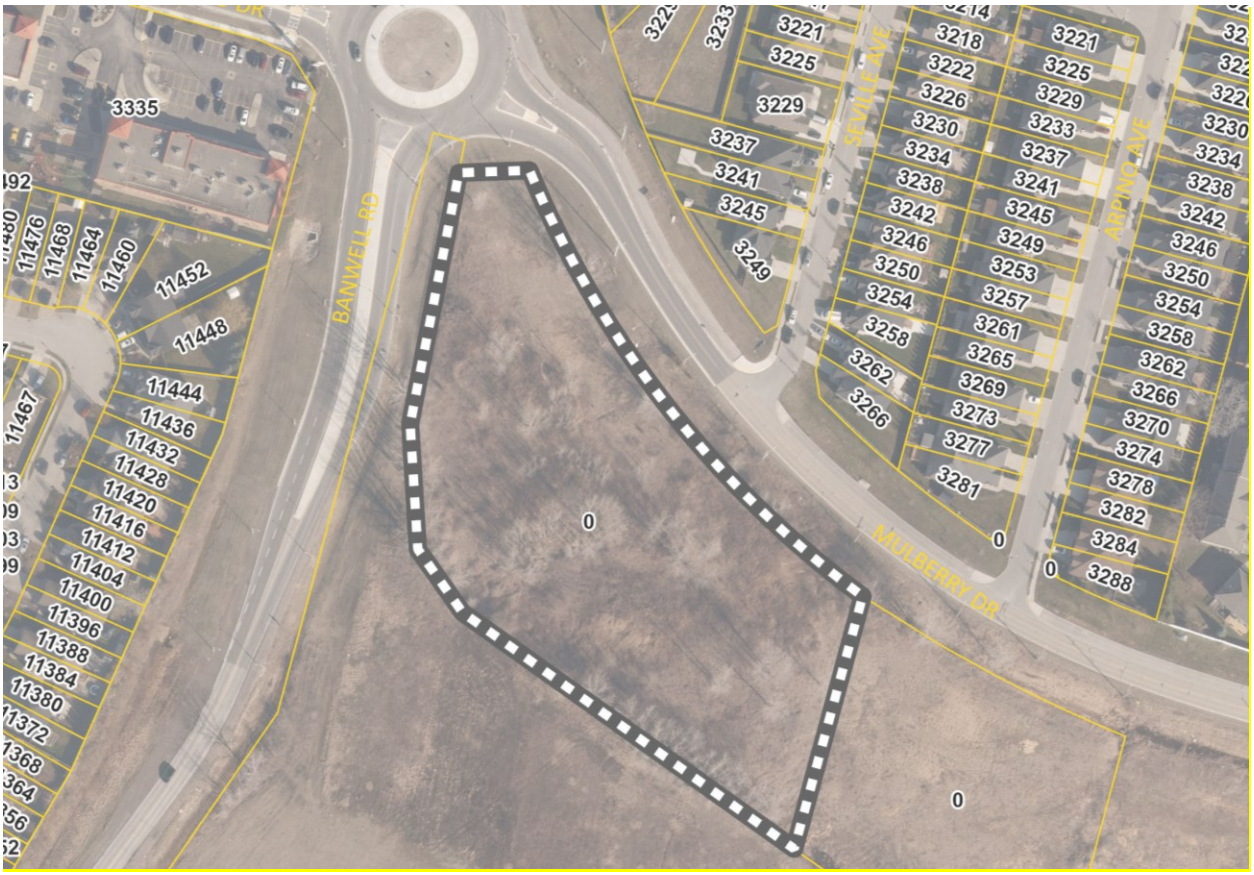


Figure 3: Neighborhood Map



Neighbourhood:

Section 2.0 in the PJR provides an overview of the surrounding area.

Residential uses are located to the west, north, and east in Windsor and the Town of Tecumseh. Commercial uses are located along the west side of Banwell Road northerly to Tecumseh Road. To the south, east of Banwell Road, is mostly agricultural land. To the southwest is the Twin Oak Business Park, including the NextStar Energy facility.

Mulberry Drive is a local road with two lanes, curbs, and a multi-use trail on the north side, extending east to Southfield Drive in the Town of Tecumseh. To the west, Wildwood Drive is a Class II Collector with two lanes, curbs, and sidewalks on both sides. Banwell Road is a four-lane Class II Arterial Road. Sidewalks and the multi-use trail continue north of the Banwell Road/Mulberry roundabout, while pedestrian and cycling facilities south of the roundabout are planned as part of the interchange project. EC Row Expressway is designated as an Expressway and Civic Way in the Official Plan and as County Road 22 in the Town of Tecumseh Official Plan. The Banwell Road/EC Row Expressway intersection is being converted to a grade-separated interchange.

The closest existing transit routes are the Lauzon 10 and Route 250. The closest bus stop is at northeast corner of Banwell at Mulberry. This stop is about 200 m from the parcel falling within Transit Windsor's 400 m walking distance guidelines to a bus stop.

Consultations:

An in-person and virtual open house was held on April 15, 2025, at the Banwell Community Church Outreach Centre between 5:30 pm and 7 pm. Nine citizens attended in-person and virtually. A feedback summary is included in Section 2.0 of the

Engagement Summary. Appendix A to this report contains comments from municipal departments and external agencies. Per the Planning Act, statutory notice was advertised in the Windsor Star, a local newspaper. A courtesy notice was mailed to property owners within 200 m of the parcel.

Anticipated Change Based on Recommendations:

TRANSPORTATION IMPACT
Based on the anticipated trip generation, the additional density is expected to have a negligible impact on traffic operations and the surrounding transportation network. A Transportation Impact Study was not required, and none was submitted.
PARKING
Parking was not identified as a municipal concern. No parking study was required / submitted.
SANITARY SEWER
Email correspondence between the Agent and the City of Windsor confirms that the proposed sanitary sewer outlet was designed to accommodate development on this site and has adequate capacity to support the proposed use. No further analysis is required.
STORMWATER MANAGEMENT
No concerns noted by City of Windsor Engineering - Development. A Stormwater Management Plan is a requirement prior to the issuance of a building permit and will be considered during Site Plan Control.

Discussion:

Planning Justification Report (PJR) (Dillon Consulting Limited August 2026)

Section 4.6 in the PJR provides a planning analysis of the proposed amendment and development based on the Provincial Planning Statement, City of Windsor Official Plan, and Zoning By-laws 85-18 and 8600.

The PJR states that the "*surrounding road network is suitable to support an increase in density*", that the site "*has access to existing municipal services*" and is "*highly accessible to a diverse range of daily amenities and services situated along the nearby … corridors*", and that the proposed development "*seamlessly integrates into the surrounding urban fabric as a natural extension of the area's diverse housing ecosystem*" and "*will directly support and sustain the vitality of the adjacent mixed-use corridor to the northwest*".

Section 4.6.5 provides an analysis of Town of Tecumseh Official Plan polices and notes that the proposed RD3.1 zoning was "*intentionally designed to closely mirror the high-to-low residential density gradient of the Town's Secondary Plan*". Regarding trees, the PJR notes a Tree Inventory was prepared, and that the "*existing trees largely border the boundaries of the Subject Site, including a significant stretch to the sou*th", and there is an "*opportunity to take advantage of the orientation of trees on the site*".

The PJR concludes that the proposed development "*will not negatively impact the surrounding mix of uses, is consistent with the PPS, conforms to the intent and purpose of the City of Windsor Official Plan, and represents good planning*".

City of Windsor Planning and Development Services concurs with the analysis, summary, and conclusions in the PJR.

Provincial Planning Statement 2024 (PPS):

Sections 4.1, 4.6, and Appendix A in the PJR provide an analysis of applicable PPS policies. The PJR states that the proposed rezoning "*compliments the residential character of the surrounding uses*" and "*promotes a density for new housing which efficiently uses land, resources, existing and planned infrastructure, and service facilities, and supports the use of active transportation*". The site is located within the settlement area and makes efficient use of existing and planned infrastructure. The PJR states that the "*proposed development and rezoning are in keeping with the PPS*".

City of Windsor Planning and Development Services concurs with the analysis in the PJR. The proposed amendment is consistent with the PPS.

City of Windsor Official Plan (OP):

The parcel is designated Residential on Schedule D: Land Use in the OP. This designation promotes "*compact neighbourhoods which encourage a balanced transportation system*" and "*residential redevelopment, infill and intensification initiatives in locations in accordance with this plan*". Low Profile (generally no greater than three (3) storeys in height) and Medium Profile (generally no greater than six (6) storeys in height) dwellings units are permitted uses (6.3.2.1).

The City of Windsor Intensification Guidelines encourage higher-density development to support public transit, infrastructure and community services and promote a range of land uses that create vibrant, walkable communities.

Sections 4.2, 4.3, 4.5.1, 4.6, and Appendix A in the PJR provide an analysis of applicable OP policies. The PJR states that the "*proposed rezoning conforms with the basic land use policies outlined in the OP*" and that the proposed development adheres to the City of Windsor Intensification Guidelines "*by promoting higher-density land use, enhancing connectivity, and fostering a dynamic urban environm*ent".

City of Windsor Planning and Development Services concurs with the analysis in the PJR. The proposed zoning amendment conforms to the general policy direction of the OP, the Residential land use policies, and the City of Windsor Intensification Guidelines.

Zoning By-Laws 85-18 & 8600 (ZBL 85-18, ZBL 8600):

The parcel is zoned Agricultural Zone (A) by ZBL 85-18. The A zoning is primarily for agricultural uses, single unit dwellings, and other similar or ancillary uses such as market garden, nursery, and greenhouses.

The Applicant is requesting an amendment to remove the parcel from ZBL 85-18 and add it to ZBL 8600 by changing the zoning to Residential District 3.1 (RD3.1). The RD3.1 zoning permits a range of medium density residential uses that is appropriate for the subject parcel. No zoning exceptions are being requested.

Notwithstanding that the Zoning Coordinator was unable to conform compliance with some provisions in Section 24 – Parking, Loading, and Stacking Provisions and Section 25 – Parking Area Provisions, the proposed development must comply with the provisions in those sections.

The proposed RD3.1 zoning is consistent with the PPS, aligns with the OP, and is appropriate for the parcel.

Site Plan Control (SPC):

The development as proposed is subject to Site Plan Control. Recommendation 2 states that requirements in Appendix A to Report S 111/2026 and mitigation measures identified in documents submitted in support of the rezoning be incorporated into an approved site plan and site plan agreement.

Risk Analysis:

The Planning Act requires Council's decisions affecting a planning matter be consistent with the PPS and have regard for matters of Provincial interest set out within the Act. It requires any by-law passed by Council conform to the OP. Should Council deny the amendment, there is a risk the Applicant may appeal the decision to the Ontario Land Tribunal (OLT). This may require the retention of an external Registered Professional Planner to support Council's decision. The Applicant may summons City staff to provide expert evidence in support of the amendment. The OLT would evaluate the expert evidence within the context of the PPS and the OP.

Climate Change Risks

Climate Change Mitigation:

The proposed development implements Environmental Master Plan Objective C1: Encourage in-fill and higher density in existing built areas. Infill intensification minimizes the impact on greenhouse gas emissions as these developments create complete communities while using existing infrastructure such as sewers and public transit.

Climate Change Adaptation:

The proposed development will increase resiliency for the surrounding area by supporting a compact form of housing and intensification that is near transit, active transportation, and community service options. New construction is required to meet the provisions of the Building Code, which will be implemented through the building permit process. Incorporation of storm water management best practices is required.

Financial Matters:

N/A

Conclusion:

Based on the submitted documents and the analysis in this report, it is my opinion that the recommended amendments are consistent with the PPS and are in conformity with the OP. The amendment will permit a Multiple Dwelling development that is compatible with existing uses in the surrounding area, represents an appropriate increase in density, and is a complementary form of housing. The recommendation to amend Zoning By-laws 85-18 and 8600 constitutes good planning.

Planning Act Matters:

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

Greg Atkinson, MCIP, RPP
Deputy City Planner - Development

Neil Robertson, MCIP, RPP
City Planner

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

JP RM

Approvals:

Name	Title
Adam Szymczak	Senior Planner - 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	Address	Email

Appendices:

1 Appendix A - Consultations
2 Appendix B - Concept Plan

APPENDIX A – CONSULTATIONS

CANADA POST: BRUNO DESANDO

This development, as described, falls within our centralized mail policy. I will specify the condition which I request to be added for Canada Post Corporation's purposes.

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

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

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

Compartments Size: Horizontal lock-box models used in mailrooms must have the following minimums:

- Residential compartments must be at least 12.5 x 13.5 cm
- Commercial compartments at least 13.5 x 30.5 cm
- Parcel compartments at least 30.5 x 30.5 cm
- Vertical lock-box models must have min comp size of 25 x 12.5 cm. (Most models are 40 x 12.7 cm)

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

Rear-loading Lock-boxes

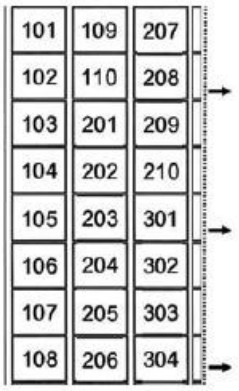
- Projects with more than 100 units are required to be serviced via a rear-loading lock-box assembly.
- There must be a width of at least 100cm of working space from the back of the boxes to the wall.
- A ledge under the bottom row of boxes is also recommended in rear-loading designs. This ledge is to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

Access: All buildings where the lock-boxes are required to be serviced from inside the building are required to install a Canada Post Crown lock in the building intercom. The intercom is pre-fabricated with an internal housing for the lock. The lock can be obtained from the local deliver supervisor.

If the building has more than 100 units, a rear-loading lock-box assembly will be installed. The door to the Canada Post delivery area must be fitted with a specific model of deadbolt. This is because Canada Post will supply a key cylinder made specifically for the Canada Post key that will fit inside the deadbolt purchased by the developer.

APPENDIX A – CONSULTATIONS

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



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

CITY OF WINDSOR: ECONOMIC DEVELOPMENT: PLANNING & DEVELOPMENT SERVICES: SITE PLAN CONTROL

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

CITY OF WINDSOR: ECONOMIC DEVELOPMENT: PLANNING & DEVELOPMENT SERVICES: ZONING COORDINATOR

Current Zoning Designation: Agricultural (A) Zone [85-18]

Proposed Zoning Designation: Residential District 3.1 (RD3.1)

Section 12.1.5 – Residential District 3.1 (RD3.1):

- Minimum Lot Frontage [12.1.5.1]: 18.0m; Provided: 21.8 m
- Minimum Lot Area – for any other lot [12.1.5.2]: 8,785.0 m2; Provided: 14,537 m2
- Maximum Lot Coverage [12.1.5.3]: 35.0%; Provided: 16.6%
- Maximum Main Building Height – Corner Lot [12.1.5.4]: 14.0 m; Applicant states in site data matrix that proposed building height will comply
- Minimum Front Yard Depth [12.1.5.5]: 6.0 m; Provided: 51.2 m
- Minimum Rear Yard Depth [12.1.5.6]: 7.50 m; Provided: 53.01 m
- Minimum Side Yard Depth – where a habitable room window of any dwelling unit faces a side lot line [12.1.5.7]: 6.0 m; Provided: 7.5 m
- Minimum Landscaped Open Space Yard [12.1.5.8]: 35.0% of lot area; Provided: 49.6%

Section 20 – Site Specific Zoning Exemptions: NOT APPLICABLE

Section 24 – Parking, Loading, and Stacking Provisions:

- Required Number of Visitor Parking Spaces [24.22.1.1]: 19; **Provided: 0**
- Where a parking area is bounded by perimeter curbing which separates the principal pedestrian entrance of a building from the parking area, **there shall be provided and maintained at least one curb cut or ramp** [24.24.20.1].
- Required Number of Bicycle Parking Spaces [24.30.1]: 8; **Provided: 0**

Section 25 – Parking Area Regulations:

- Construction and Maintenance of Parking Area: [25.5.10.3] **A curb shall bound the perimeter of a parking area** and shall separate a landscaped open space yard, landscaped open space island or parking area separation from the parking area.

Contact: Stefan Pavlica, Zoning Coordinator, spavlica@citywindsor.ca

CITY OF WINDSOR: ECONOMIC DEVELOPMENT: TRANSIT WINDSOR: TRANSIT PLANNING

Transit Windsor has no objections to this development. The closest existing transit routes to this property are with the Lauzon 10 and Route 250. The closest existing bus stop to this property is located on Banwell at Mulberry northeast corner. This bus stop is approximately 200 metres from this property falling within Transit Windsor's 400 metre walking distance guidelines to a bus stop.

Contact: Jason Scott, Manager – Transit Planning, jscott@citywindsor.ca

CITY OF WINDSOR: INFRASTRUCTURE: ENGINEERING: DEVELOPMENT

Sewers: The site may be serviced by a 250mm sanitary sewer and a 300mm storm sewer located within Mulberry Drive right-of-way. If possible existing connections should be utilized. Any redundant connections shall be abandoned in accordance with the City of Windsor Engineering Best Practice B.P 1.3.3.

A sanitary sampling manhole is required 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 predevelopment levels. This will include:

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

For more information on SWM requirements visit:

https://www.essexregionconservation.ca/_files/ugd/24e1b4_578198d4bf7441248100c019c612df5c.pdf

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

Right of Way: Mulberry Drive 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 37m therefore, no conveyance is required currently.

Summary: No objection to the proposed development, subject to the following requirements:

Curbs and Gutters: The owner further agrees, at the discretion of the City Engineer, to pay to the Corporation, prior to the issuance of a construction permit, the sum of $5,250.00 being the Owner's contribution towards the future construction of concrete curb and gutter on the frontage of the subject lands.

Sanitary Sampling Manhole: The owner agrees for all non-residential uses, to install a sanitary sampling manhole accessible at the property line of the subject lands to the City Engineer at all times. The determination of the requirement or interpretation if a sampling manhole exists or exceptions to such, will be to the satisfaction of the City Engineer.

Contact: Adrian Enache, aenache@citywindsor.ca

CITY OF WINDSOR: INFRASTRUCTURE: ENGINEERING: RIGHT OF WAY

Required Drawing Revisions:

1. **Driveway Approaches:** Do not conform to City of Windsor Standards, which must be constructed with straight flares and no raised curbs within the right-of-way.
   - Modify as per Standard Engineering Drawing AS-203.
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.

Site Plan Control Agreement: The applicant enter into an agreement with the City of Windsor for all requirements under the General Provisions of the Site Plan Control Agreement for the Engineering Department. Special Provisions to be included in Site Plan Control Agreement prior to submitting a building permit application:

Curbs and Gutters: The owner further agrees, at the discretion of the City Engineer, to pay to the Corporation, prior to the issuance of a construction permit, the Owner's contribution towards the future construction of concrete curb and gutter on the Mulberry Dr frontage of the subject lands. The amount of the contribution will be based on the User Fee Schedule at time of payment.

Contact: Andrew Boroski, aboroski@citywindsor.ca

CITY OF WINDSOR: INFRASTRUCTURE: PUBLIC WORKS OPERATIONS: TRANSPORTATION PLANNING & DESIGN

Land Conveyance: A land conveyance shall be required only upon request by the Engineering and Right-of-Way departments.

Corner Cut-Off: Not applicable.

Sidewalk: A sidewalk contribution or construction is required, if requested, in accordance with Engineering Right-of-Way requirements.

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).

Contact: Aashvi Sarvaiya, tda@citywindsor.ca.

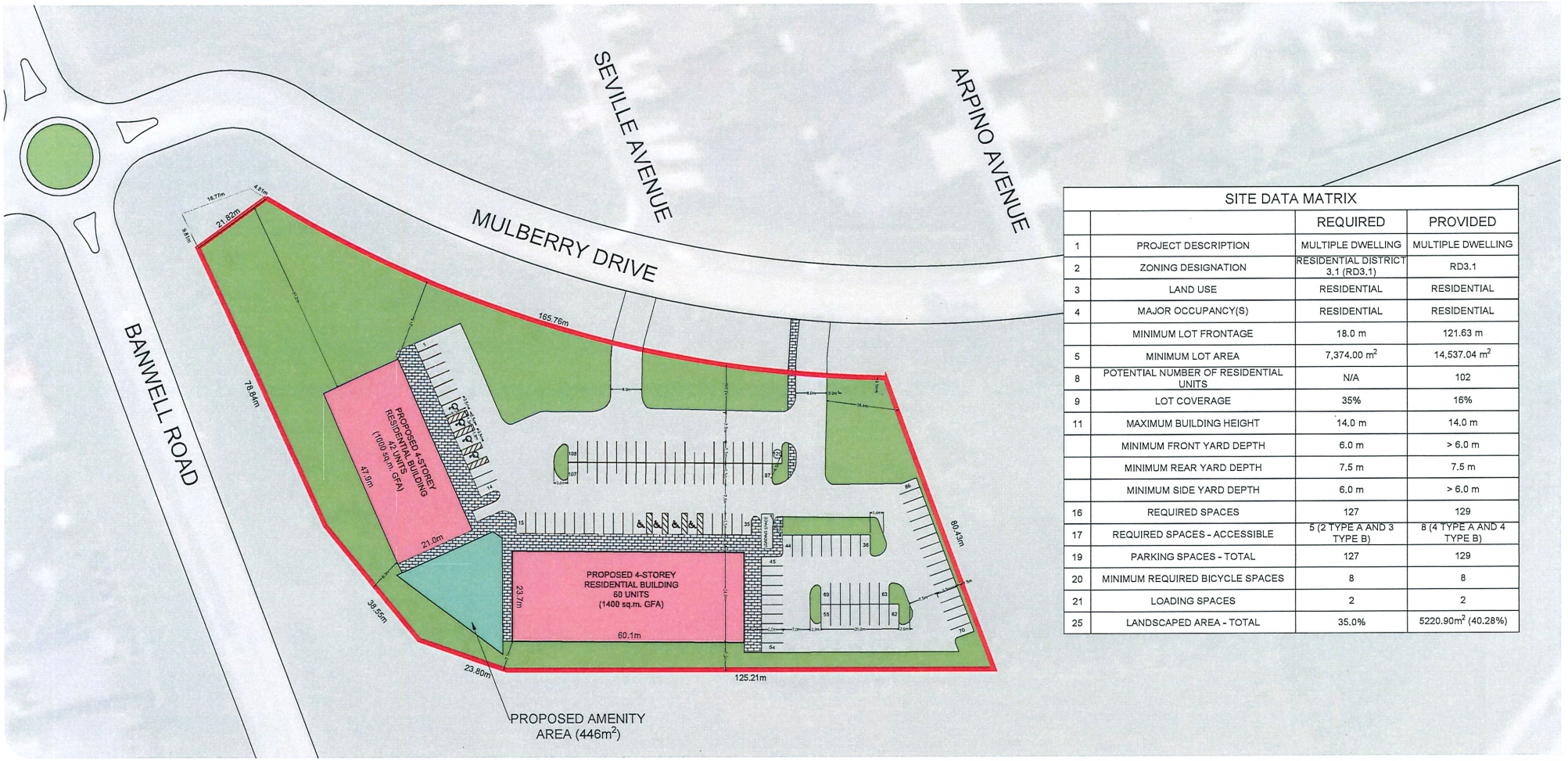
APPENDIX A – CONSULTATIONS

ENWIN: HYDRO ENGINEERING: Anwar Najor

No objections to the proposed rezoning.

ENWIN: WATER ENGINEERING: Bruce Ogg

ENWIN Water has no objections.



SITE DATA MATRIX			
		REQUIRED	PROVIDED
1	PROJECT DESCRIPTION	MULTIPLE DWELLING	MULTIPLE DWELLING
2	ZONING DESIGNATION	RESIDENTIAL DISTRICT 3.1 (RD3.1)	RD3.1
3	LAND USE	RESIDENTIAL	RESIDENTIAL
4	MAJOR OCCUPANCY(S)	RESIDENTIAL	RESIDENTIAL
	MINIMUM LOT FRONTAGE	18.0 m	121.63 m
5	MINIMUM LOT AREA	7,374.00 m^2	14,537.04 m^2
8	POTENTIAL NUMBER OF RESIDENTIAL UNITS	N/A	102
9	LOT COVERAGE	35%	16%
11	MAXIMUM BUILDING HEIGHT	14.0 m	14.0 m
	MINIMUM FRONT YARD DEPTH	6.0 m	> 6.0 m
	MINIMUM REAR YARD DEPTH	7.5 m	7.5 m
	MINIMUM SIDE YARD DEPTH	6.0 m	> 6.0 m
16	REQUIRED SPACES	127	129
17	REQUIRED SPACES - ACCESSIBLE	5 (2 TYPE A AND 3 TYPE B)	8 (4 TYPE A AND 4 TYPE B)
19	PARKING SPACES - TOTAL	127	129
20	MINIMUM REQUIRED BICYCLE SPACES	8	8
21	LOADING SPACES	2	2
25	LANDSCAPED AREA - TOTAL	35.0%	5220.90m^2 (40.28%)

Little D Holdings Limited
Little D - Banwell at Mulberry

CONCEPTUAL DEVELOPMENT PLAN
FIGURE 1.0

SUBJECT AREA (± 1.45ha / 3.58ac)
PROPOSED RESIDENTIAL BUILDING
PROPOSED PAVEMENT
PROPOSED SIDEWALK
PROPOSED LANDSCAPED AREA
PROPOSED AMENITY AREA

File Location:
p:\2019\19073 little d - banwell at mulberry\2. work\drawings\conceptual development plan\19073 - concept plan - may 2025.dwg
August, 07, 2026 12:53 PM

SOURCE: THE COUNTY OF ESSEX INTERACTIVE MAPPING (2020)

MAP/DRAWING INFORMATION
THIS DRAWING IS FOR INFORMATION PURPOSES ONLY. ALL DIMENSIONS AND BOUNDARY INFORMATION SHOULD BE VERIFIED BY AN O.L.S PRIOR TO CONSTRUCTION.
CREATED BY: AMC
CHECKED BY: MAM
DESIGNED BY: AMC,SS

SCALE: 1:1000

DILLON CONSULTING

PROJECT: 19-9073
STATUS: DRAFT
DATE: 05/09/2025

THE CITY OF WINDSOR ONTARIO, CANADA

Council Report: S 107/2026

Subject: Rezoning – 5855 Cabana Road East - Z-026/26 ZNG/7395 - Ward 9

Reference:

Date to Council: December 1, 2026
Author: Adam Szymczak, MCIP, RPP
Senior Planner - Development
519-255-6543 x6250
aszymczak@citywindsor.ca
Planning & Building Services
Report Date: 10/7/2026
Clerk's File #: Z/15231

To: Mayor and Members of City Council

Recommendation:

1. THAT Zoning By-law 85-18 **BE AMENDED** by deleting the lands consisting of PT LT 18 CON 8 SANDWICH EAST AS IN R207769; TOWN OF TECUMSEH (PIN 75236-0006), known municipally as 5855 Cabana Road East (Roll No. 090-020-09200) from said by-law.
2. THAT Zoning By-law 8600 **BE AMENDED** by adding a zoning exception to Section 91.10 as follows:

   41. **SOUTHWEST CORNER OF CABANA ROAD EAST & NINTH CONCESSION ROAD**

   For the lands consisting of PT LT 18 CON 8 SANDWICH EAST AS IN R207769; TOWN OF TECUMSEH (PIN 75236-0006), the following additional provisions shall apply:

   a) *Building Height*: *Main Building*: *maximum* 34.0 m

   [ZDM 16; ZNG/7395]

3. THAT Zoning By-law 8600 **BE FURTHER AMENDED** by changing the zoning of the lands consisting of PT LT 18 CON 8 SANDWICH EAST AS IN R207769; TOWN OF TECUMSEH (PIN 75236-0006), known municipally as 5855 Cabana Road East (Roll No. 090-020-09200) from A to CD4.1x(41).
4. THAT, when Site Plan Control is applicable:

   A. The documents, materials, or studies identified in Appendix A to Report S 107/2026, **BE SUBMITTED** with an application for site plan approval, to the satisfaction of the municipal department or external agency requesting them; this includes but is not limited to the following:

      - Environmental Evaluation Report (EER);

- GIS Shapefiles of the study area described in the Stage 1-2 Archaeological Assessment;
- Transportation Impact Study;
- Transport Canda – Aeronautical Assessment Form and all correspondence.

B. The Site Plan Approval Officer **BE DIRECTED** to incorporate any requirements identified in Appendix A to Report S 107/2026, into an approved site plan and an executed and registered site plan agreement, to the satisfaction of the municipal department or external agency requesting them; this includes but is not limited to the following:

- Gratuitous land conveyances for the widening of Cabana Road East and Ninth Concession Road and for a corner cut-off;
- Register on title a reciprocal agreement with abutting properties for access and services;
- Requirements in the Environmental Assessment for 9th Concession and in the Environmental Assessment Amendment for Cabana Road.

Executive Summary:

N/A

Background:

Application Information

Location: 5855 Cabana Road East (Formerly County Road 42)

Legal: PT LT 18 CON 8 SANDWICH EAST AS IN R207769; TOWN OF TECUMSEH; PIN 75236-0006

Roll No: 090-020-09200

Ward: 9 **Planning District:** Sandwich South **Zoning District Map**: T16/16

Applicant: Farhi Holdings Corporation (Shmuel Farhi)

Owner: Farhi Holdings Corporation

Agent: Dillon Consulting Limited (Theresa O'Neill)

Proposal: A hotel complex with a building height of 34 m over 8 storeys with a total of 200 rooms, a Restaurant with Drive-through having a GFA of 410.26 m^2, 300 parking spaces including 9 accessible parking spaces, 18 bicycle parking spaces, and 5 loading spaces. Access will be from 9th Concession Road and Cabana Road East.

Amendment: From Agricultural Zone (A) in ZBL 85-18 to Commercial District 4.1 (CD4.1) and a zoning exception for building height in ZBL 8600.

Submissions: Available online at the Current Development Applications page. Attached: Concept Site Plan; Not attached: Application ZBA; Archaeological Assessment Ministry Acceptance Letter; Archaeological Assessment; Cover Letter Zoning By-law Amendment; Functional Servicing Report; NAV Canada Correspondence; Planning Rationale Report (PJR)

Site Information:

OFFICIAL PLAN	ZONING (85-18)	CURRENT USE	PREVIOUS USE
Business Park Type 1 (County Road 42 Secondary Plan)	Agricultural (A)	Vacant	Single Unit Dwelling & Agriculture
LOT FRONTAGE CABANA ROAD EAST	**LOT FRONTAGE NINTH CONCESSION**	**LOT AREA**	**LOT SHAPE**
104.9 m	219.4 m	2.09 ha	Irregular

Figure 1: Key Map

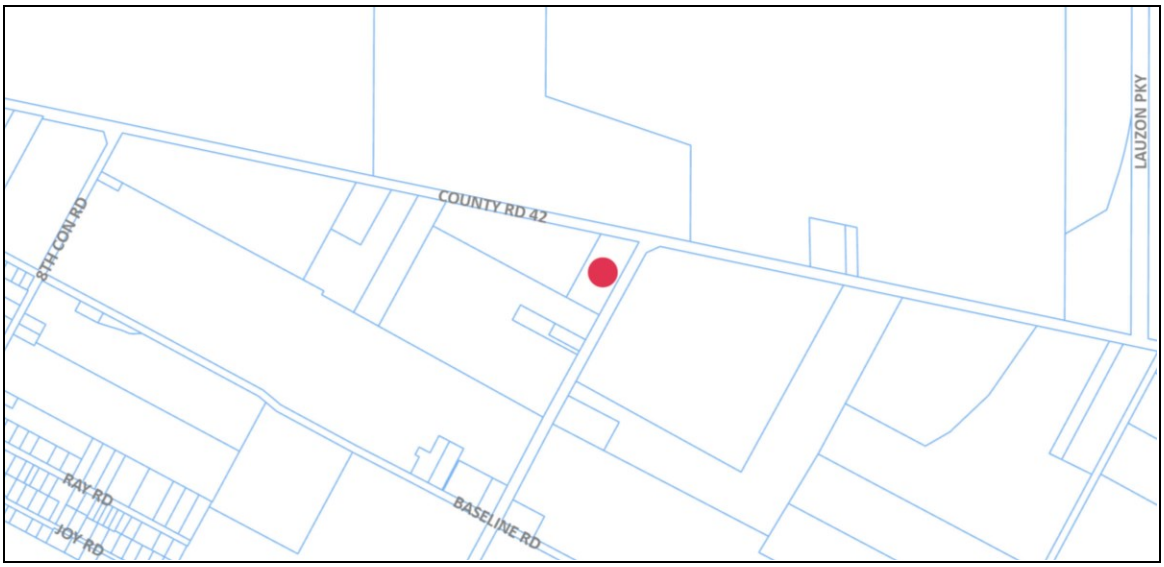


Figure 2: Zoning By-law 85-18 & 8600

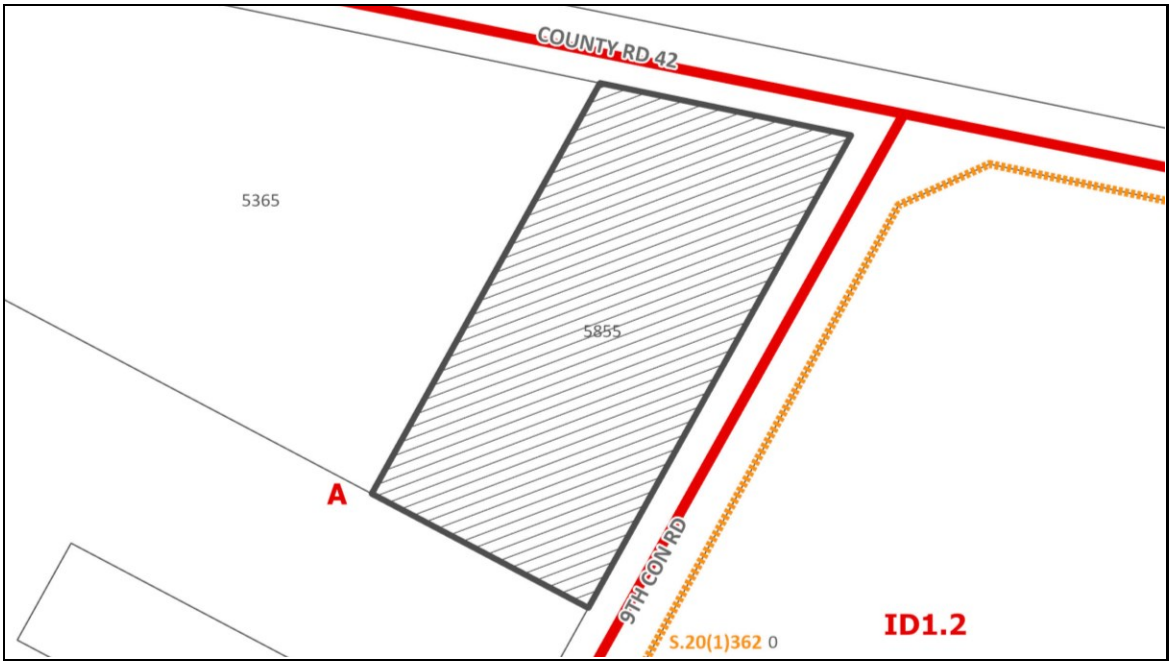


Figure 3: Neighborhood Map



Neighbourhood:

Section 2.0 in the PJR provide an overview of the site and surrounding land uses.

To the east, the future Fancsy Family Hospital (Windsor Regional Hospital) is under construction at the southeast corner of Cabana Road East and 9th Concession Road. This new facility will replace acute care facilities at the Ouellette and Metropolitan campuses of Windsor Regional Hospital. To the north, is the Windsor International Airport (YQG) which includes lands that are designated for non-aeronautical uses such as employment lands. Portions of the airport lands are used for agricultural purposes, a solar panel farm, and natural heritage areas.

Agriculture is the predominant use in the surrounding area. To the west towards Walker Road, there is an area of commercial and industrial uses and airport-related uses. Nearby residential areas include Baseline Road between 7th Concession Road and 8th Concession Road to the west, and Ray Road and Joy Road to the southwest.

Cabana Road East (formerly County Road 42) is a Class II Arterial Road with a two-lane rural cross-section with ditches and no curbs or sidewalks. Cabana Road is a major east-west road in the region, intersecting with major north-south roads such as Walker Road, Provincial Road, Dougall Avenue and Huron Church Road to the west and Lauzon Road and Banwell Road to the east. 9th Concession Road is a Class II Arterial Road with a two-lane rural cross-section with ditches and no curbs or sidewalks.

The closest existing transit route to this property is with Route 135. The closest existing bus stop to this property is located at Windsor Airport. This bus stop is approximately 2.7 km from this property falling outside of Transit Windsor's 400 m walking distance guidelines to a bus stop. Future service is proposed along Cabana Road between Devonshire Mall and Tecumseh Mall.

Consultations:

A hybrid open house was held on May 7, 2025, at the Windsor International Airport (YQG) Conference Room from 5:30 pm to 7:30 pm and virtually. One person attended seeking clarification about the development. No other formal comments or concerns were made. See Section 3.5.6 and Appendix C in the PJR for more information.

Appendix A to this report contains comments from municipal departments and external agencies. Any requirements will be implemented during the Site Plan Control process. Per the Planning Act, statutory notice was advertised in the Windsor Star, a local newspaper. A courtesy notice was mailed to property owners within 200 m of the parcel.

Anticipated Change Based on Recommendations:

TRANSPORTATION IMPACT
A Transportation Impact Study (TIS) must be submitted with an application for Site Plan Control. Appendix A contains the scope of the TIS.
PARKING
No issues with required parking were noted.
SANITARY SEWER
Functional Servicing Study submitted: The proposed development will have a peak design flow of 3.06 L/s. No concerns were noted with sanitary sewer capacity.
STORMWATER MANAGEMENT
Functional Servicing Study submitted: Excess stormwater will be stored onsite. The proposed system will include a new storm sewer system under the pavement, storage in depressed areas and surface storage on pavement, and outlet control which will limit the release of stormwater. Further refinement of Stormwater Management will occur during SPC.

Discussion:

Planning Justification Report (PJR) (Dillon Consulting Limited, July 2026)

The PJR states that the subject site is "*ideally suited for the proposed employment development*". There is sufficient land to accommodate the development. The proposed development "*makes use of planned municipal water, storm and sewer systems*". The proposal is "*compatible with the surrounding area in terms of use, scale, massing, and setbacks*", creates employment opportunities, and offers "*uses complimentary to other future development in the County Road 42 Secondary Plan area*".

The PJR concludes that the proposed development is "c*onsistent with the PPS*", meets the "*intent and purpose of the City of Windsor Official Plan*", meets the "*intent and purpose of the County Road 42 Secondary Plan*", and "*represents good planning as it addresses the need for the City of Windsor to promote a healthy, and liveable community that follows the guiding principles of the PPS and Windsor OP*".

City of Windsor Planning and Development Services concurs with the analysis, summary, and conclusions in the PJR.

Stage 1-2 Archaeological Assessment (Haruta Archaeology, May 27, 2026)

The Archaeological Assessment states that the "*Stage 2 archaeological assessment was carried out in accordance with the Ministry of Citizenship and Multiculturalism Industries' Standards and Guidelines for Consultant Archaeologists (Government of Ontario 2011)*" and that "*no archaeological sites were identified during the Stage 2 assessment*". The report concludes that as "*no archaeological resources were found on the subject property, no further archaeological assessment of the property is required*".

The Ontario Ministry of Citizenship and Multiculturalism (MCM) reviewed the report and confirmed that the Archaeological Assessment was carried out in accordance with MCM standards and guidelines. The Archaeological Assessment was entered into the Ontario Public Register of Archaeological Reports (MCM Project Information Form Number P1131-0117-2025, MCM File Number 0023652).

The City of Windsor Heritage Planner confirms receipt of the Archaeological Assessment and the decision of MCM.

Functional Servicing and Stormwater Management Report (FSR) (Dillon Consulting Limited, July 2026)

The FSR states that peak design flow will be 3.06 L/s and that there is sufficient sanitary servicing capacity for the proposed development. The FSR notes that the "*proposed site will be serviced through a new private storm sewer network constructed within the proposed development*" and that stormwater quantity control "*will be provided via surface ponding within the parking lots and drive aisles and a proposed grass depression basin adjacent to the west limit of the development area*".

City of Windsor Engineering: Development deems the FSR acceptable. Further refinement will occur during SPC.

Provincial Planning Statement 2024 (PPS):

The Regional Employment Centre (Schedule J: Urban Structure Plan) is considered a Strategic Growth Area, which the PPS encourages to be the focus of growth and development.

Section 3.1 in the PJR provides a brief statement about the PPS. Section 3.5 in the PJR has a detailed planning analysis and considerations that combines polices from the PPS, the City of Windsor Official Plan, and the County Road 42 Secondary Plan. Appendix A in the PJR provides a detailed list of applicable PPS policies and how the proposed amendments and development support those policies.

The PJR states that the "*proposal represents good planning as it addresses the need for the City of Windsor to promote a healthy, and liveable community that follows the guiding principles of the PPS and Windsor OP*." The PJR concludes that the "*proposed development is consistent with the policies*".

City of Windsor Planning and Development Services concurs with the analysis in the PJR. The proposed amendments to Zoning By-laws 85-18 and 8600 are consistent with the PPS.

City of Windsor Official Plan (OP):

The parcel is designated Business Park Type 2 in CR42 Schedule D: Land Use Plan in the County Road 42 Secondary Plan in Volume II of the OP. Both Cabana Road East and 9th Concession Road are classified as Class II Arterial roads with Bicycle Lanes and a Mutli-Use Trail is indicated on Cabana Road East. The parcel is in Phase 1 on CR42 Schedule H: Phasing Plan. The parcel is in a Regional Employment Centre, and located adjacent to a Regional Institutional Centre, on Schedule J: Urban Structure Plan in Volume I of the OP.

Sections 3.2 and 3.3 in the PJR provides a brief statement about the OP and Secondary Plan. Section 3.5 in the PJR has a detailed planning analysis and considerations that combines polices from the PPS, the OP, and the County Road 42 Secondary Plan. Appendix A in the PJR provides a detailed list of applicable OP and Secondary Plan policies and how the proposed amendments and development support those policies.

Applicable goals of the County Road 42 Secondary Plan include establishing Employment Areas that have access to major transportation corridors and the Windsor International Airport (8.1.2.6) and phasing of employment uses (8.1.2.9). Objectives include a hierarchy of employment areas that take advantage of the area's transportation connections (8.2.2) and plan for orderly expansion of urban development (8.2.6). The parcel has access to major transportation corridors including the Windsor International Airport and is in the Phase 1 area.

Policy 8.3.1.1(a) states that development in the Phase 1 area can occur at any time if there is infrastructure available to support development. Policy 8.3.1.3 notes that single site developments in Business Park areas may be considered in the absence of a Guideline Plan subject to the design of the site, connectivity of roads, trails and services, and impacts on comprehensive development within the County Road 42 Secondary Plan. Engineering notes no significant issues regarding infrastructure. Any infrastructure requirements, such as servicing and reciprocal access, will be finalized as part of the Site Plan Control process and Site Plan Agreements. A Functional Servicing Report has been reviewed and accepted by the City Engineer. A Transportation Impact Study will be a requirement of Site Plan Control.

The Business Park Type Two land use designation is intended for "*development of employment intensive uses exhibiting a high standard of building design and landscaping*" and "*have prime exposure to County Road 42* [now Cabana Road East]". Hotels and restaurants are permitted uses provided the serve the needs of the surrounding area.

The design guidelines and site design requirements in the secondary plan will be considered during Site Plan Control.

The PJR states that the proposed development "*is in conformance with the land use policies outlined in the OP*" and "*is in conformance with the land use policies outlined in the Secondary Plan*".

City of Windsor Planning and Development Services concurs with the analysis in the PJR. The proposed zoning amendment conforms to the general policy direction of the OP including the County Road 42 Secondary Plan.

Zoning By-Law 85-18 & 8600 (ZBL 85-18 & ZBL 8600):

The parcel is zoned Agricultural Zone (A) by ZBL 85-18. The A zoning is primarily for agricultural uses, single unit dwellings, and other similar or ancillary uses such as market garden, nursery, and greenhouses. The provisions in the A zoning are designed to create large lots with minimal lot coverage.

The Applicant is requesting an amendment to remove the parcel from ZBL 85-18 and add it to ZBL 8600 by changing the zoning to Commercial District 4.1 (CD4.1) with a zoning exception for maximum building height. Any development on the parcel will be subject to the provisions of ZBL 8600 including parking space and parking area requirements.

The proposed maximum building height of 34 m is similar to the height of the Fancsy Family Hospital under construction to the east. NAV Canada have noted no issues with the proposed development. Windsor International Airport does not expect any issue with the proposed height of the hotel; however, they note that any cranes used during construction may penetrate the protected obstacle free surface and will require submission of an Aeronautical Assessment Form (AAF) to Transport Canada.

Recommendation 1 removes the subject parcel from ZBL 85-18 (the former Sandwich South Bylaw). Recommendation 2 adds a zoning exception to ZBL 8600 for maximum building height for the proposed development. Recommendation 3 adds the parcel to ZBL 8600 by changing the zoning from A to CD4.1 with a zoning exception.

The proposed CD4.1 zoning district and zoning exception is consistent with the PPS, align with the OP, and are appropriate for the development.

Site Plan Control (SPC):

The development as proposed is subject to Site Plan Control. Recommendation 4 lists various requirements in Appendix A to Report S 107/2026 and any mitigation measures identified submitted documents be incorporated into an approved site plan and site plan agreement. Site design, including recommendations in the future Transportation Impact Study and the Environmental Assessment (EA) studies for 9th Concession and Cabana Road, will be considered during SPC.

Risk Analysis:

The Planning Act requires Council's decisions affecting a planning matter be consistent with the PPS and have regard for matters of Provincial interest set out in the Act. It also requires any by-law passed by Council conform to the OP. Should Council deny the requested zoning by-law amendment, there is a risk the Applicant may appeal the decision to the Ontario Land Tribunal (OLT). This may require the retention of an external Registered Professional Planner to support Council's decision. The Applicant may summons City staff to provide expert evidence in support of the amendment. The OLT would evaluate the expert evidence within the context of the PPS and the OP.

Climate Change Risks

Climate Change Mitigation:

The proposed development implements Environmental Master Plan Objective C1: Encourage in-fill and higher density in existing built areas. Infill intensification minimizes the impact on greenhouse gas emissions as these developments create complete communities while using existing infrastructure such as sewers and public transit.

Climate Change Adaptation:

The proposed development will increase resiliency for the surrounding area intensification that is near existing and planned transit, active transportation, and community service options. New construction is required to meet the provisions of the Building Code, which will be implemented through the building permit process. Incorporation of storm water management best practices is required.

Financial Matters:

N/A

Conclusions:

Based on the submitted documents and the analysis in this report, it is my opinion that the recommended amendments to Zoning By-laws 85-18 and 8600 are consistent with the PPS and are in conformity with the OP including the County Road 42 Secondary Plan. The recommended amendments will permit a hotel development that is compatible with, and complementary to, existing and permitted uses in the surrounding area, make use of existing infrastructure, and represents an appropriate employment use. The recommendation amendments constitute good planning.

Planning Act Matters:

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

Greg Atkinson, MCIP, RPP
Deputy City Planner - Development

Neil Robertson, MCIP, RPP
City Planner

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

JP RM

Approvals:

Name	Title
Adam Szymczak	Senior Planner - Development
Greg Atkinson	Deputy City Planner - Development
Aaron Farough	Senior Legal Counsel, Legal & Real Estate
Neil Robertson	City Planner
Jelena Payne	Deputy CAO/Commissioner, Economic Development
Ray Mensour	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

1 Appendix A - Consultation
2 Appendix B - Concept Site Plan

APPENDIX A – CONSULTATION

CANADA POST: BRUNO DESANDO

Canada Post has no comments for the attached application.

CITY OF WINDSOR: ENGINEERING: DEVELOPMENT: JUAN PARAMO

Sewers: The site may be serviced by a 1200mm sanitary sewer on the north side of the Cabana East right-of-way and the North Townline Municipal Drain running along the north of the subject property. The City is working on future improvements for Cabana Road, east of 9th Concession Road. Detailed design is ongoing at this stage with construction scheduled to be undertaken in 2027 and servicing expected to be available in 2028. The City would prefer that the storm service is connected directly into the future 3000mm storm sewer trunk.

All existing and proposed storm, sanitary and water services must be identified on the servicing plans, as well as the associated mainline sewer/water mains and redundant connections. 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.

Municipal Drains: The North Townline Drain is located along the northern property boundary, and the 9th Concession Road Drain is located along the east side of the subject property. The City intends to initiate the process to abandon both Municipal Drains as part of the upgrades planned for Cabana Road and 9th Concession Road. Any proposed work before the drains are abandoned that may impact the existing municipal drain, including drain connections, driveway crossings, or similar works, will be subject to requirements in accordance with the Drainage Act.

Stormwater Management Plan: 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

Right-of-Way: Cabana Road is classified as Class II Arterial Road according to the Official Plan requiring a right-of-way width of 42 meters; the current right-of-way is 30m. Therefore, a conveyance of 6 m is required along the frontage of this property.

APPENDIX A – CONSULTATION

Ninth Concession Road is Classified as Class II Arterial Road according to the Official Plan requiring a right-of-way width of 42 meters. The current right-of-way width is 30.5m and a conveyance of 6 m is required along the frontage of this property.

The City is currently undertaking a Municipal Class Environmental Assessment (EA) for 9th Concession, and an EA amendment for Cabana Road. The recommendations from the final and approved EA studies may identify reduced right-of-way widths, than those identified above as per the City of Windsor Official Plan.

Summary: We have no objection to the proposed development, subject to the following requirements:

Corner Cut-off: The Owner(s) agrees, prior to the issuance of a construction permit, to gratuitously convey an appropriate corner cut-off at the intersection of Cabana Road East and 9th Concession Road as identified in the Cabana Road East Widening Class Environmental Assessment Study Addendum, and the 9th Concession Road and Future Collector Roads Environmental Assessment Study and in accordance with the City of Windsor Standard Drawing AS-230.

Land Conveyance: The owner(s) shall agree to gratuitously convey to the Corporation land required as identified in the Cabana Road East Widening Class Environmental Assessment Study Addendum, and the 9th Concession Road and Future Collector Roads Environmental Assessment Study.

Reciprocal Access & Services: The owner agrees to enter into a reciprocal agreement with the abutting property owners for access and services.

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

Contact: Adrian Enache, aenache@citywindsor.ca

CITY OF WINDSOR: ENGINEERING: 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 per Standard Engineering Drawing AS-203, AS-204, and AS-209
2. **Sewer Connections:** All existing and proposed storm, sanitary and water services must be identified on the drawings, as well as the associated mainline sewers/water mains.
    - Modify drawings to include all sewer connections and water services.
    - Identify any redundant connections to be abandoned in accordance with Engineering Best Practice BP1.3.3.
    - Sampling Manhole required to be installed at or near property line, if one does not already exist
3. **Corner Cut-off:** A corner cut-off at the intersection of Cabana Rd. E. and 9th Concession Rd. is required per the Cabana Road East Widening Class Environmental Assessment Study Addendum, and the 9th Concession Road and Future Collector

Roads Environmental Assessment Study in accordance with the City of Windsor Standard Drawing AS-230

- Modify drawings to include corner cut-off as per Standard Engineering Drawing AS-230.

4. **Land Conveyance:** Cabana Road is classified as Class II Arterial Road requiring a right-of-way width of 42 meters; the current right-of-way is 30m. Therefore, a conveyance of 6 meters is required along the frontage of this property.

   9th Concession Road is Classified as Class II Arterial Road according to the Official Plan requiring a right-of-way width of 42 meters. The current right-of-way width is 30.5m and a conveyance of 6 meters is required along the frontage of this property. The current submission does not include this conveyance.

   - Modify drawings to include land conveyance as specified above.

5. **Agreement for Access and Services:** If any portion of the driveway or sewer connections will be shared with the adjacent property, said items must be identified on the drawing.

   - Modify drawings to identify shared accesses/services with adjacent property.

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

Site Plan Control Agreement: The owner(s) enter into an agreement with the City of Windsor for all requirements under the General Provisions of the Site Plan Control Agreement for the Engineering Department.

Corner Cut-Off: A corner cut-off at the intersection of Cabana Rd. E. and 9th Concession Rd. is required per the Cabana Road East Widening Class Environmental Assessment Study Addendum, and the 9th Concession Road and Future Collector Roads Environmental Assessment Study in accordance with the City of Windsor Standard Drawing AS-230

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

Land Conveyance: Prior to the issuance of a construction permit, the owner shall agree to gratuitously convey to the Corporation, land sufficient to meet the requirements of the Lauzon Parkway Improvements Environmental Assessment (EA).

Cabana Road is classified as Class II Arterial Road according to the Official Plan requiring a right-of-way width of 42 meters; the current right-of-way is 30m. Therefore, a conveyance of 6 meters is required along the frontage of this property.

9th Concession Road is Classified as Class II Arterial Road according to the Official Plan requiring a right-of-way width of 42 meters. The current right-of-way width is 30.5m and a conveyance of 6 meters is required along the frontage of this property.

The City is undertaking a Municipal Class Environmental Assessment (EA) for 9th Concession, and an EA amendment for Cabana Road. The recommendations from the final

and approved EA studies may identify reduced right-of-way widths, then those identified above as per the City of Windsor Official Plan.

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

Sanitary Sampling Manhole: The owner agrees for all non-residential uses, to install a sanitary sampling manhole accessible at the property line of the subject lands to the City Engineer at all times. The determination of the requirement or interpretation if a sampling manhole exists or exceptions to such, will be to the satisfaction of the City Engineer.

Contact: Dan Perissinotti, dperissinotti@citywindsor.ca

CITY OF WINDSOR: PARKS DEVELOPMENT: HODA KAMELI

No comments from parks development lens on this application.

CITY OF WINDSOR: PLANNING & DEVELOPMENT SERVICES: ENVIRONMENTAL POLICY: CONNOR WILSON & KAREN ALEXANDER

This proposal has the potential to impact the Little River, Protected Species and Significant Wildlife Habitat (SWH) in Ontario. The development falls within the County Road 42 Secondary Plan and is designated as Business Park. The North Townline Drain Runs West-East along the northern property boundary and is a potential animal movement corridor and fish habitat that connects further east to Little River.

The Species Conservation Act (2025) defines a Protected Species in Ontario List as protected. Development and/or site alterations are not permitted unless in accordance with federal and provincial legislations. Development and/or site alterations are not permitted within SWH unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions under section 4.1.5.d of the Provincial Planning Statement (PPS, 2024).

An Environmental Evaluation Report is required to be completed at the time of Site Plan Control. The EER must follow the provided City of Windsor Terms of Reference (TOR) that can be found at https://www.citywindsor.ca/documents/residents/planning/plans-and-community-information/windsor-official-plan/Environmental Evaluation Report Updated Draft.pdf and speak to the Sandwich South Master Servicing Plan (2024) (SSMSP). Please contact staff below if you have any questions or concerns about the EER requirements. It is highly recommended to begin the EER early in the planning process as possible to allow for the appropriate amount and timing of any required field visits. Every section of the TOR must be included in the EER to demonstrate acknowledgment and consideration of all terms, regardless of the applicability of each term to the development proposed. A final copy of the EER must be submitted to the City of Windsor with a Stage 2 Site Plan application.

Additionally, the Stormwater Management Plan should speak to the potential impacts and mitigation measures regarding the Natural Environment.

Removal of natural heritage features, including vegetation, prior to approval may be considered a contravention of the Species Conservation Act (2025) and the City may be required to report the activity to the Ministry of Environment, Conservation, and Parks (MECP).

APPENDIX A – CONSULTATION

To maintain high regard for Natural Heritage during development, the following applies:

1. Should a Protected Species or their habitat be found at any time on or adjacent to the site, cease activity immediately and refer to the Species Conservation Act (2025) (SCA). The SCA is administered by the MECP. SAR biologists can be contacted at SAROntario@ontario.ca and may provide recommendations on next steps to prevent contravention of the SCA. The City of Windsor SAR hotline (519-816-5352) can also be used for relevant questions and concerns.
2. For a list of Protected Species and other provincially tracked species with potential to be around the site, use the Natural Heritage Information Centre (NHIC) Make A Map tool, found at https://www.ontario.ca/page/make-natural-heritage-area-map
3. Active nests of most bird species are protected under the Migratory Birds Convention Act (1994), the Fish and Wildlife Conservation Act (1997), and/or the Species Conservation Act (2025). If trees, shrubs or ground area on/adjacent to the site are to be removed, damaged, or disturbed during the breeding bird season (April 1 – August 31), then sweeps for nesting birds should be conducted to prevent contravention of these regulations. Protect any trees, shrub or ground area where an active nest is found and leave the nest unharmed until the young have permanently left the vicinity of the nest. Visit https://www.canada.ca/en/environment-climate-change/services/avoiding-harm-migratory-birds/reduce-risk-migratory-birds.html for more information.
4. Beaver dams and dens of fur-bearing mammals are protected under section 8 of the Fish and Wildlife Conservation Act (1997) and are not to be damaged or destroyed without the proper authorization and/or license.
5. The City of Windsor is a Bird Friendly City. Bird Friendly Design is encouraged, particularly window collision mitigation. Options for integrating bird friendly design can be found here: www.birdsafe.ca and bird friendly guidelines can be found here: Bird-Friendly Guidelines – City of Toronto.
6. Ontario has a list of Regulated Species in the Ontario Invasive Species Act (ISA) (2015). If any species on this list are identified on site, it is recommended that Best Management Practices be followed to remove the invasive species from the site prior to starting development activities. If guidance is required, report the occurrence to the City Naturalist. For a list of ISA Regulated species: Ontario Invasive Species Act – Invasive Species Centre.

Contact: Connor Wilson, conwilson@citywindsor.ca

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

There is no apparent built heritage concern with this property.

The City of Windsor is in receipt of the Stage 1 and 2 Archaeological Assessment called " Stage 1-2 Archaeological Assessment of 4035/4031 Concession Road 9, 5855/5365 Cabana Road East, in part of Lot 17 & 18, Concession 8 City of Windsor, Essex County, Windsor, Ontario PIF P1131-0117-2025 May 27, 2026, with a letter from the MCM concluding a decision of "No Further Work" for the Study Area. However, we require the GIS Shapefiles of the study area.

APPENDIX A – CONSULTATION

CITY OF WINDSOR: PLANNING & DEVELOPMENT SERVICES: SITE PLAN CONTROL

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

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

Current Zoning Designation: Agricultural (A) Zone

Proposed Zoning Designation: Commercial District 4.1 (CD4.1)

Existing Use: Vacant

Proposed Use: Hotel, Restaurant with Drive-Through

Section 5: General Provisions: COMPLIES

Section 17.1.5: Commercial District 4.1 (CD4.1):

- **17.1.5.4: Maximum Building Height:**
  - **Required: 20.0 m Provided: 34.0m – from site data matrix**
  - **Provided: 22.9m – from elevation drawing**

Section 20 – Site Specific Zoning Exemptions: NOT APPLICABLE

Section 24 – Parking, Loading, and Stacking Provisions:

- Required Number of Parking Spaces [24.20.5.1]:
  - Required Number of Parking Spaces cannot be determined because applicant did not provide floor plans for the hotel. Required parking is determined for each guest room, and the gross floor area for a restaurant, convention hall, meeting room and other places of assembly. This detail was not provided.
  - Provided: 301
- 24.24.20.1: Where a parking area is bounded by perimeter curbing which separates the principal pedestrian entrance of a building from the parking area, there shall be provided and maintained at least one curb cut or ramp
- **24.30.1: Required Number of Bicycle Parking Spaces:**
  - **Required: 17 Provided: 12**

Section 25 – Parking Area Regulations:

- 25.5.20.1.6: Parking Area Separation from a building wall containing a habitable room window or containing both a main pedestrian entrance and a habitable room window facing the parking area where the building is located on the same lot as the parking area
  - Required: 4.50m Provided: Unknown. No floor plans provided

APPENDIX A – CONSULTATION

CITY OF WINDSOR: TRANSIT WINDSOR: JASON SCOTT

Transit Windsor has no objections to this development. The closest existing transit route to this property is with Route 135. The closest existing bus stop to this property is located at Windsor Airport. This bus stop is approximately 2.7 kilometres from this property falling outside of Transit Windsor's 400 metre walking distance guidelines to a bus stop.

CITY OF WINDSOR: TRANSPORTATION PLANNING – AASHVI SARVAIYA

Land Conveyance: Land conveyance is provided and satisfies our requirements.

Corner Cut-Off: Corner cut-off is provided and satisfies our requirements.

Sidewalk: A sidewalk contribution or construction as per Engineering Right-of-Way recommendations is required.

Parking: All parking must comply with ZBL 8600.

Transportation Impact Study: The Applicant's position that the City's ongoing transportation work in the area would satisfy the TIS requirement is not acceptable.

While the City is undertaking transportation planning related to the broader road network and future infrastructure needs, this does not replace the requirement for a **development-specific TIS**. The purpose of the TIS is to assess the traffic generated by the proposed development and identify its potential impacts on the existing and future transportation network. A TIS specific to the proposed development as a condition of site plan control, subject to the satisfaction of the City Engineer, shall be required.

TIS Scope - 5855 Cabana Road East: The link contains overall information on the scope of a TIS: Transportation Impact Study Guidelines.pdf

- Traffic data collection / review at the following intersections:
  - Development Accesses
    - Access on Cabana Road is not supported. Refer to Lauzon Parkway EA.
    - Access onto 9th Concession Road may subject to relocation.
  - Cabana Rd E and 9th Concession Rd
  - Baseline Rd and 9th Concession Rd

TIS must consider all phases/future development(s).

- Active transportation and improve crossing due to expected foot traffic from the future Windsor Reginal Hospital must be considered.
- The location of the Windsor Hospital accesses must be consulted by the involved planner. TIS must speak to traffic conflicts if any.
- Trip generation for the proposed site using ITE trip generation data
- Traffic distribution & assignment of site generated traffic onto the road network;
  - Analysis periods: Weekday PM peak hour, Weekday AM peak hour, Saturday peak hour.
- Baseline traffic network modelling and development of total traffic projections for existing and future weekday/weekend conditions, accounting for possible growth of background traffic on existing and future road network;
  - Horizon years: Opening day + 5 years

- Capacity and level of service analysis
- Mode shares targets should be incorporated as assumed for this area per the Active Transportation Master Plan (pg. 35 of report); ATMP Windsor
- Identification of applicable improvements for future consideration
- Preparation of a final report (to include engineers' comments and supporting figures)

Required: To coordinate with the involved planner regarding other known development proposals in the area. Traffic generated by these developments must be accounted for in the TIS analysis.

Required: The referenced pages from ITE, TAC and other manuals need to be included in report. Synchro/SimTraffic simulation files must be forwarded to Transportation.

Required: Any approved EA design must be accounted for in the TIS analysis.

Note: Available City of Windsor traffic and intersection data can be acquired/purchased from traffic operations, contact: tcp@citywindsor.ca. Data older than 3 years should not be used in the analysis. Similarly, growth rate cannot be applied on year 2020 and year 2021 data because of the pandemic.

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

- Access on Cabana Road is not supported.
- All proposed driveways must be 7-9 metres total at the property line (minimum 3.5m/lane, maximum 4.5m/lane) with maximum 1 metre flare each side.
- Throat length for all proposed accesses must be shown on the revised plan; minimum 40-metre throat length is required per TAC, table 8.9.3.
- Distance from northern access on 9th Concession Rd to intersection must be shown on the revised site plan, minimum 70 metres distance is required per TAC.

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

Contact: Aashvi Sarvaiya, tda@citywindsor.ca

CITY OF WINDSOR: WINDSOR AIRPORT - YQG

Due to the proximity to the approach for runway 30, these lands are subject to Airport Zoning Regulations (AZR). Given the building height of 34 m, I anticipate that construction cranes may need to penetrate protected obstacle free surfaces. Applications must be made to both Transport Canada and NAV Canada as noted below:

Transport Canada – Aeronautical Assessment Form (AAF):
https://tc.canada.ca/en/aviation/general-operating-flight-rules/marking-lighting-obstacles-air-navigation#toc3

NAV Canada – Land Use Form:

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

Contact: Lukas Van Der Mark, lvandermark@yqg.ca

APPENDIX A – CONSULTATION

ENWIN: HYDRO ENGINEERING: KEEGAN MORENCY KENDALL

No objection provided adequate clearances are achieved and maintained. There are no ENWIN conductors or equipment located near the property. Please request locates prior to starting construction to ensure the location of all underground conductors in the area. 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 ENGINEERING: BRUCE OGG

ENWIN Water has no objections.

ESSEX REGION CONSERVATION AUTHORITY (ERCA)

Natural Hazards and Regulatory Responsibilities Under the Conservation Authorities Act. O. Reg 686/21: ERCA is reviewing this application circulated under the Planning Act pursuant to its delegated Provincial authority for the purpose of ensuring that the decisions under the Act are consistent with the natural hazards policies under the Provincial Planning Statement, 2024. Conservation Authorities also regulate development activities in areas affected by natural hazards under s. 28 of the Conservation Authorities Act and may provide comments related to satisfying permit requirements for the benefit of the Applicant. ERCA may provide comments as an adjacent landowner where appropriate.

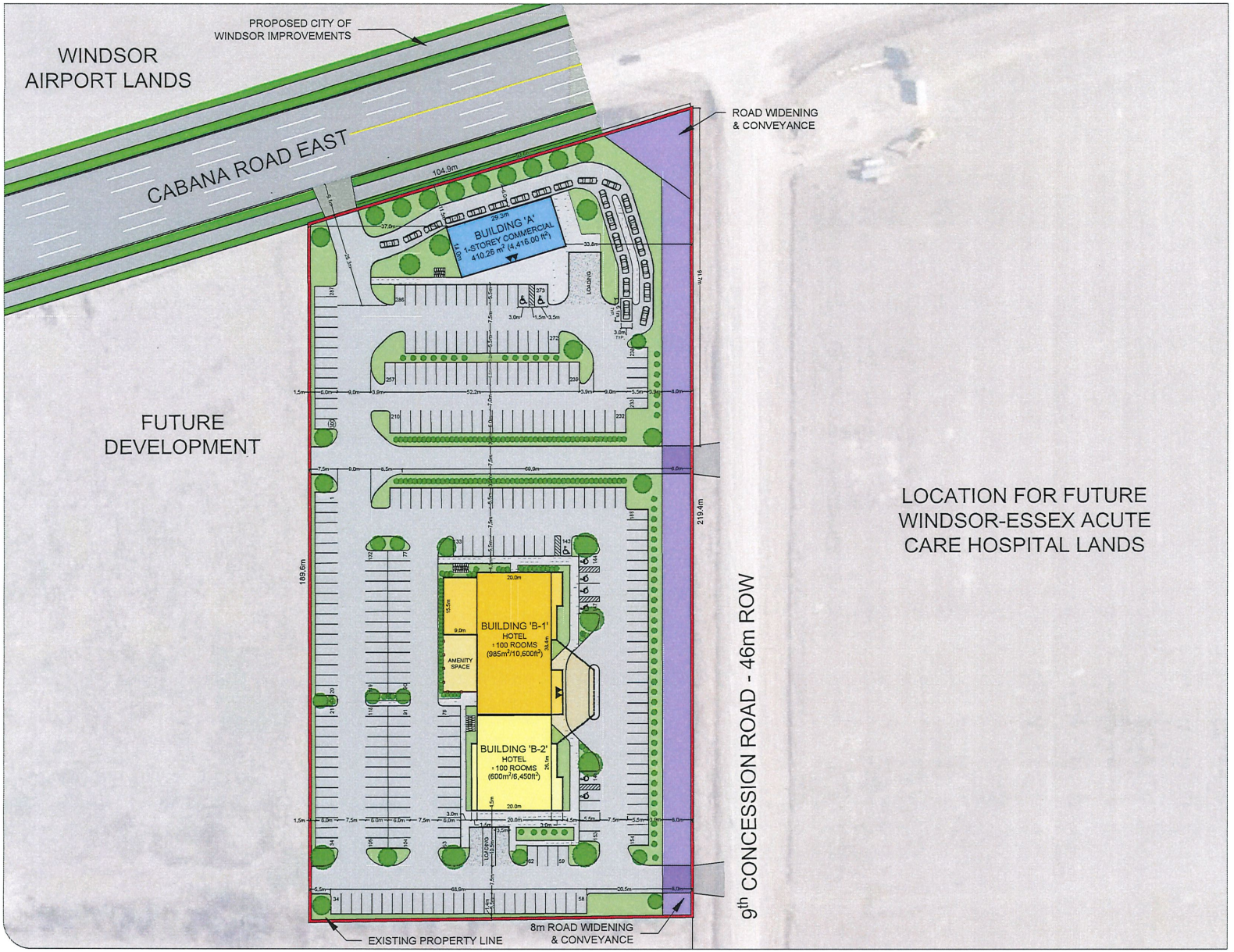
ERCA has concerns with the potential impact to the quantity and quality of runoff in the downstream watercourse due to the proposed development on this site. ERCA recommends that both the quantity and quality of excess runoff be adequately controlled to avoid any adverse impacts to the downstream watercourse. We therefore request inclusion of the following conditions in the Development Agreement:

1. That the developer undertakes an engineering analysis and implement the necessary measures to control any increases in flows to the downstream watercourse, to the satisfaction of the Municipality and the Essex Region Conservation Authority.
2. That the developer obtains authorizations from the Essex Region Conservation Authority prior to undertaking site alteration and/or construction activities.

The subject lands are wholly or partially within the Event Based Area (EBA) of the Essex Region Source Protection Plan under the Clean Water Act, 2006. The Municipality is required to follow the Written Direction provided by the Essex Region Risk Management Official (RMO) for the implementation of policies in the Plan that are written under s.59 of the Act to screen for potential Significant Drinking Water Threats (SDWTs). The Municipality will notify the Applicant to contact the RMO if municipal screening indicates the subject lands may have an SDWT. The Applicant will submit a Section 59 Application to the RMO if required.

Final Recommendation: We have no objection to Z-026/26. As noted above, the property owner will be required to obtain an approval from ERCA prior to any construction or site alteration or other activities affected by Section 28 of the Conservation Authorities Act. Further, our office requests that a stormwater management plan be designed and implemented to the satisfaction of ERCA and the Municipality.

Contact: Ayusha Hanif, ahanif@erca.org



FARHI HOLDINGS CORPORATION
CABANA ROAD EAST AT 9TH CONCESSION

CONCEPTUAL DEVELOPMENT
PHASE 1

- SUBJECT AREA (±2.09 ha/5.17 ac)
- PROPOSED HOTEL - PHASE1 (±985m²/10,600ft²) (100 ROOMS)
- PROPOSED HOTEL - PHASE 2 (±600m²/6,450ft²) (100 ROOMS)
- PROPOSED COMMERCIAL (±410m²/ 416ft²)
- PROPOSED LANDSCAPE
- 8.00m ROAD WIDENING & LAND CONVEYANCE
- PROPOSED SIDEWALK
- PROPOSED BICYCLE PARKING (18 spaces)

SITE DATA MATRIX

COMMERCIAL DISTRICT 4.1 (CD 4.1) ZONE

	ZONING BY-LAW	PROVIDED
SITE AREA	N/A	20,939.9m²
BUILDING AREA	N/A	1,700.3m²
LOT COVERAGE	N/A	8.1%
LOT FRONTAGE	N/A	104.9m
SETBACKS	N/A	FRONT: 11.5m INT. SIDE: 36.5m EXT. SIDE: 33.8m REAR: 29.2m
BUILDING HEIGHT (MAX)	20.0m	**34.0m***
LANDSCAPED OPEN SPACE	N/A	30.0%
PARKING SPACES	COMMERCIAL: 55 HOTEL: 245** **TOTAL: 300**	COMMERCIAL: 55 HOTEL: 245 **TOTAL: 300**
ACCESSIBLE PARKING SPACES	TYPE A: 4 TYPE B: 5	TYPE A: 4 TYPE B: 5
STACKING SPACES	12	23
LOADING SPACES	COMMERCIAL: 1 HOTEL: 3	COMMERCIAL: 2 HOTEL: 3

*NOT IN CONFORMITY WITH PROPOSED ZONING BYLAW
**1,000m² CONSIDERED FOR RESTAURANT, CONVENTION HALL, MEETING ROOMS AND OTHER PLACES OF ASSEMBLY

SCALE: 1:1000 (11x17)

N W E S

MAP/DRAWING INFORMATION:
THIS DRAWING IS FOR INFORMATION PURPOSES ONLY. ALL DIMENSIONS AND BOUNDARY INFORMATION SHOULD BE VERIFIED BY AN O.L.S PRIOR TO CONSTRUCTION.

CREATED BY: JSC
CHECKED BY: KDT
DESIGNED BY: JSC

SOURCES:
COUNTY OF ESSEX AERIAL PHOTOGRAPHY (2025)

File Location:
p:\2023\238242 5655 cty rd 42 at 5th concession2\workdrawings\05-planning\23-6242-05-cabana road e at 9th concession - conceptual plan.dwg
June 15, 2026 10:50 AM

DILLON CONSULTING

PROJECT: 23-6242
STATUS: DRAFT
DATE: 01/29/2025

THE CITY OF WINDSOR ONTARIO, CANADA

Council Report: S 106/2026

Subject: Rezoning - City of Windsor - Housekeeping Amendment 2026-1 - Z-011/25 ZNG/7392 - City Wide

Reference:

Date to Council: December 1, 2026
Author: Adam Szymczak, MCIP, RPP
Senior Planner - Development
519-255-6543 x6250
aszymczak@citywindsor.ca
Planning & Building Services
Report Date: 10/5/2026
Clerk's File #: Z/15242

To: Mayor and Members of City Council

Recommendation:

THAT Zoning By-law 8600 **BE AMENDED** as follows:

1A. Adding to Section 3.10, alphabetically, the following:

DOCKING BERTH means an area assigned, designated or intended for the anchoring, berthing, docking, or mooring of one boat at a buoy, dock, harbour, marina, pier, wharf, or similar facility, and includes a berth, boat stall, well, or wet slip.

[ZNG/7392]

REAR WALL means for the purpose of Section 6.90 the *building* wall farthest from the *traditional commercial street*. Where the rear wall of a *building* does not follow a straight line, the closest parallel *building* wall to the facade shall be deemed the rear wall.

[ZNG 7392]

TEMPORARY OFFICE means a *building* or *structure* temporarily used in connection with the development of the *lot* on which it is located for administrative purposes directly associated with the construction or erection of permanent *buildings* or *structures* on the *lot*, or for the marketing, sale, or leasing of *lots*, *dwelling units*, or premises forming part of that development.

[ZNG 7392]

TRADITIONAL COMMERCIAL STREET means the following *streets*:

Devonshire Road between Riverside Drive East and Wyandotte Street East

Drouillard Road between Trenton Street and Deming Street

Erie Street between Mercer Street and Hall Avenue

Ottawa Street between Marentette Avenue and Windermere Road

Ouellette Avenue between Wyandotte Street and Tecumseh Road
Sandwich Street between Brock Street and Detroit Street
Tecumseh Road East between Forest Avenue and Chilver Road
Tecumseh Road East between Cadillac Street and Larkin Road
Tecumseh Road East between Westcott Road and Rossini Boulevard
University Avenue West between Randolph Avenue and Salter Avenue
Wyandotte Street East between Arthur Street and Raymo Road
Wyandotte Street East between McDougall Street to Argyle Road
Wyandotte Street East between Thompson Boulevard and Glidden Avenue
Wyandotte Street West between California Avenue and Campbell Avenue

[ZNG/7392]

1B. Adding to Section 3.10, alphabetically under Landscaped Area, the following:

HARD SURFACE means a durable, dust-free surface designed for pedestrian or vehicular use, including asphalt, block, brick, concrete, pavers, or similar paving materials. It does not include aggregate, crushed stone, gravel, limestone screenings, pebbles, or other loose materials.

[ZNG/7392]

1C. Adding to Section 3.10, alphabetically under Parking Area, the following terms:

DRIVE AISLE means an unobstructed part of a *parking area* that provides vehicular circulation within a *parking area* and access to a *parking aisle* or *access area*.

[ZNG/7392]

NEW OR EXPANDED PARKING AREA means for the purpose of Section 6.90 the creation of five or more *parking spaces*.

[ZNG/7392]

PARKING ISLAND means a raised physically delineated area within a *parking area* intended to separate, organize, or define *drive aisles*, *parking aisles*, or *parking spaces*.

[ZNG/7392]

1D. Repealing and substituting the following defined terms in Section 3.10:

ACCESS AREA means an area with a *hard surface* intended for a *motor vehicle* that provides vehicular access to a *lot* from a *highway* and includes when permitted by Section 6.70.50.2, an *alley* that connects a *parking aisle* located within an *alley* to a *highway*.

[ZNG/7392]

ACCESSIBLE PARKING SPACE means a *parking space* designated for the use of a person with a disability and identified as Type A or Type B in Section 80.34 of O. Reg. 191/11: Integrated Accessibility Standards.

[ZNG/7205; ZNG/7392]

COLLECTOR AISLE means a *drive aisle*.

[ZNG/7392]

HOTEL means a *building* used primarily for the sleeping accommodation of the travelling public. It may include as an *accessory use*, any of the following: assembly area; *health studio*; *personal service shop*; *restaurant*; or any ancillary hotel area exclusively serving guests, including but not limited to, a breakfast room, business centre, fitness centre, gift shop, lounge, or *swimming pool*.

[ZNG/7392]

LOADING SPACE means an area designated for the temporary parking of a *motor vehicle* for the loading and unloading of goods, or the provision of services.

An *accessible parking space*, *bicycle parking space*, *parking space*, or *stacking space*, or *visitor parking space* is not a *loading space*.

[ZNG/7205; ZNG/7392]

PARKING SPACE means an unobstructed area intended for the parking of one operable *motor vehicle*.

A *bicycle parking space*, *loading space*, or *stacking space* is not a *parking space*.

[ZNG/7205; ZNG/7392]

STACKING SPACE means an area designated for the temporary accommodation of a *motor vehicle* standing in a queue.

An *accessible parking space*, *bicycle parking space*, *loading space, parking aisle*, or *visitor parking space* is not a *stacking space*.

[ZNG/7205; ZNG/7392]

VISITOR PARKING SPACE means a *parking space* designated for the temporary use by a visitor to a *dwelling* or *dwelling unit*.

[ZNG/7205; ZNG/7392]

1E. Deleting after Public Utility, the defined term Public Walkway from Section 3.10

1F. Adding the following defined terms before Warehouse in Section 3.10:

WALKWAY means a mutli-use pathway, multi-use trail, off-street cycling facility, recreationway, sidewalk, trail, or similar facility. It does not include a bicycle lane, buffered bike lane, local street bikeway, or protected bike lane.

[ZNG/7392]

PRIVATE WALKWAY means a *walkway* located on a *lot*, but not within a *natural heritage area* or *public park*.

[ZNG/7205]

PUBLIC WALKWAY means a *walkway* located within a highway, *natural heritage area*, or *public park*.

[ZNG/7205]

2A. Adding to Section 5, the following new subsection:

5.66 REFUSE BIN

[ZNG/7392]

5.66.1 A *refuse bin* is prohibited:

.1 within 6.0 m of the point of intersection of any two *streets* or of a *street* and an *access area*;

.3 in a *required parking space*, *required accessible parking space*, required *loading space*, or *required visitor parking space*;

.5 in a *required yard* or a *required landscaped area*, unless incidental to the erection, renovation, or demolition of *structures* or the removal of waste on the same *lot*; or

.9 where it impedes the safe movement of persons or vehicles.

5.66.5 Where a *refuse bin* is not prohibited by Section 5.66.1, is located in a *parking area* or within 3.0 m thereof, and has less than 40 percent of its storage volume located below the ground surface, the *refuse bin* shall be fully screened by a *screening fence* having a *minimum* height of 1.80 m.

2B. Deleting Section 5.2.20.20.

2C. Replace “5.2.20.20” with “5.66” in Section 21 (512) b) 9.

3A. Repealing and substituting Section 6 with Section 6 in Appendix A to Report S 106/2026.

3B. Deleting Section 24 and Section 25.

4A. Repealing and substituting Section 1.20.90 with the following:

1.20.90 **PRECEDENCE**

[ZNG/6277; ZNG/7205; ZNG/7392]

.1 Unless otherwise stated, the precedence of provisions, from lowest to highest, is as follows:

Section 3 – Definitions
Section 5 – General Provisions
Section 6 – Parking & Related Provisions
Section 7 – Additional Use Provisions
Sections 8 to 19 – Zoning Districts
Section 20(1) – Site Specific Provisions
Section 83 – Heritage Conservation Districts
Section 91 – Zoning Exceptions
Section 95 – Holding Zone Provisions
Section 97 – Temporary Use Provisions

Within Sections 20(1), 91, 95, or 97, the greater clause number shall take precedence.

.5 Where a provision in this by-law is less than the minimum required by, is more than the maximum required by, or conflicts with an exception in, a provincial or federal act, regulation, or statute, the provincial or federal act, regulation, or statute shall take precedence.

.10 Where a conflict between provisions cannot be resolved using Section 1.20.90.1 or 1.20.90.5, the City Planner shall determine precedence.

Executive Summary:

N/A.

Background:

Planning staff receive feedback on the operation of the Zoning By-laws from municipal staff, residents, property owners, developers, and other interested parties. Using this feedback, staff recommend revisions to the Zoning By-laws to ensure consistent interpretation and effective operation. This housekeeping amendment proposes revisions to various sections and provisions in Zoning By-law 8600 ('ZBL8600').

Discussion:

RECOMMENDATION 1: Defined Terms

Recommendation 1A moves defined terms Rear Wall and Traditional Commercial Street from Section 6.90.1 to Section 3. It also adds new defined terms Docking Berth and Temporary Office to avoid interpretation issues in ZBL8600.

Recommendation 1B adds new defined term Hard Surface as a sub-clause under Landscaped Area. This will standardize the term throughout ZBL8600.

Recommendation 1C renames Collector Aisle to Drive Aisle to reflect the purpose of the aisle, moves the defined term New or Expanded Parking Area from Section 6.90.1 to Section 3 under Parking Area, and adds Parking Island as a new defined term.

Recommendation 1D revises the following defined terms:

Access Area: Revised to refer to an area that has a hard surface intended to be used by a motor vehicle and that provides access to the lot. Also includes that part of an alley that is connected to a parking aisle as per Section 6.70.50.2 Clarifies that any reference to a driveway means an access area.

Accessible Parking Space: Added "designated" to reinforce that it is a defined space provided to satisfy zoning requirements.

Collector Aisle: Refers to Drive Aisle.

Drive Aisle: Renamed from Collector Aisle to Drive Aisle to reflect the purpose of the aisle. Expanded to refer to vehicular circulation with a parking area.

Hotel: Revised the list of accessory uses to include generic uses such as assembly area, or an ancillary area that exclusively services guests such as a breakfast room, business centre, fitness centre or swimming pool. Allows for flexibility in hotel formats in the future.

Loading Space: Replaced "used" with "designated" and simplified loading and unloading wording.

Parking Space: Added “unobstructed” and “one” and replaced “used” with “intended” to indicate that it is a defined area provided to satisfy zoning requirements.

Stacking Space: Replaced “used” with “designated” to indicate that it is a defined area provided to satisfy zoning requirements.

Visitor Parking Space: Replaced “parking of an operable motor vehicle” with use as the definition of Parking Space refers to an operable motor vehicle.

Recommendation 1E deletes the current version of the defined term Public Walkway.

Recommendation 1F adds the new defined terms Walkway, Private Walkway, and Public Walkway. This will standardize the terms throughout ZBL8600 and minimize interpretation conflicts.

RECOMMENDATION 2: Refuse Bin

Recommendation 2A adds a new sub-section to Section 5 – General Provisions. Refuse bin provisions are scattered throughout ZBL8600. Combining them into a single sub-section in Section 5 is more appropriate. Section 5.66.1 regulates where a refuse bin may and may not be located. Section 5.66.5 requires a screening fence for a refuse bin located in or near a parking area and where less than 40 percent of its storage volume is located below the ground surface. Most in-ground refuse bins have an on-ground portion that has a lower height profile than rolling type or above ground refuse bins.

Recommendation 2B deletes Section 5.2.20.20.

Recommendation 2C amends any references to 5.2.20.20 to 5.66.

RECOMMENDATION 3: Parking Related Provisions

Recommendation 3A merges Section 6 – Other Parking Provisions, Section 24 – Parking, Loading and Stacking Provisions, and Section 25 – Parking Area Provisions into a single revised Section 6 – Parking & Related Provisions.

Merging these sections into a single section allows for the efficient operation of ZBL8600, eliminates the need to flip between different sections, and minimizes interpretation issues. This update is not a comprehensive review of parking rates or other requirements. The summary of changes below is not exhaustive and is meant to highlight a substantial change or, where a provision has been moved, the current section it was moved from.

“Moved” refers to an existing provision in Sections 24, 25 or 6.90, which have been moved to a new section. “New” means a new provision.

“Revised” refers to an existing section that has been revised to improve readability, eliminate ambiguity, reflect the current state-of-the-art, to be consistent with other provisions, or other changes.

SECTION 6: Changed title to “Parking & Related Provisions”.

6.1: APPLICATION

6.1.1: Moved from 24.10.1.

6.1.70: Moved from 25.1.1

6.1.90: Revised. Section 6.90 applies in addition to any other applicable provisions.

6.1.100: New. Transitional provision that redirects out-of-date sub-section references in ZBL8600 to the new sub-section in Section 6.

6.3: PROHIBITONS: New. Moved various prohibitions to a single Prohibitions section to improve usability.

6.10: GENERAL PROVISIONS

6.10.1: Moved from 24.10.10. Reworded for readability.

6.10.10: Moved from 24.10.15.5. Reworded for readability.

6.10.15: Moved from 24.10.15.1. Reworded for readability. Changed "on the date this Section comes into force" to "lawfully deficient" to reflect the purpose of the provision.

6.20: PARKING SPACE, VISITOR PARKING SPACE, & ACCESSIBLE PARKING SPACE PROVISIONS: New. Combines Section 24.20 (Parking Space Provisions), Section 24.22 (Visitor Parking Space Provisions), Section 24.24 (Accessible Parking Space Provisions), and Section 24.26 (Location of spaces) into a single subsection. This will improve readability, minimize ambiguity, and ensure that provisions such as the dimension of parking spaces are consistent.

6.20.1: PARKING SPACES: CENTRAL BUSINESS DISTRICT: Moved from 24.20.1. Clarified that the table is to be used to calculate the number of parking spaces required using the specified parking rate. Changed "Required Parking Spaces" to "Parking Rates" in the title of Table 6.20.1 as that reflects the purpose of the table.

Replaced "None for the first" phrasing to "0 per the first" to align with numerical parking rates in the tables and to make the calculation method immediately apparent.

Dwelling Unit: Removed redundant reference to "any type of dwelling or combined use building". Changed dwelling unit threshold from 6 to 10 to align with the 10-dwelling unit exemption for Site Plan Control in the *Planning Act*.

Grocery Store: New.

Place of Entertainment and Recreation: New. Does not apply to a Club, Exhibition Hall, or Sport Facility.

Print Shop: New.

6.20.2: PARKING SPACES: BUSINESS IMPROVEMENT AREA & DEFINED AREAS: Moved from 24.20.3. Removed "for an *existing building*" to ensure that a single list of parking rates apply within a BIA or Special Area. Changed "1 for each" to "1 per" to be consistent with the other parking rate tables.

Added Commercial School, Farmers' Market, Micro-Brewery, Pawnshop, and Print Shop to list of uses with a reduced parking rate.

6.20.4: PARKING SPACES: ALL OTHER AREAS AND USES: Moved from 24.20.5. Clarified where in the City of Windsor that Table 6.20.4 is applicable.

Agricultural Use: New. No parking required.

Ambulance Service: New. This use is a combination of an Automobile Repair Garage, Business Office, Contractor's Office, and Repair Shop – Heavy, all of which have a parking rate of 1 per 45 m^2 GFA. Recommend the same parking rate.

Automobile Detailing Service: New. Same parking rate as Automobile Collision Shop and Automobile Repair Garage.

Bake Shop: New. Using a rate of 1 per 36 m^2 GFA, which is between the Retail Store rate of 1 per 22.5 m^2 GFA and Bakery rate of 1 per 45 m^2 GFA.

Billiard Hall: Revised. Changed to 1 per 36 m^2 GFA to be consistent with parking rate for Place of Entertainment and Recreation.

Bingo Hall: Revised. Changed to 1 per 36 m^2 GFA to be consistent with parking rate for Place of Entertainment and Recreation.

Caretaker's Residence: New. One parking space required.

Carnival: New. Refers to Section 5.99.12.1.2 for required parking.

Cemetery: New. No parking required.

Commercial School: Revised. Removed per classroom parking rate and strictly using a parking rate of 1 parking space per 22.5 m^2 of gross floor area. Simplifies calculation of required parking by eliminating the need to define spaces such as a classroom, teaching area, or an assembly area.

Community Garden: New. No parking required.

Crematorium: New. Using the same parking rate as for a Funeral Establishment.

Cultural Facility: Revised. Changed to 1 per 36 m^2 GFA to be consistent with parking rate for Place of Entertainment and Recreation.

Duplex Dwelling: Revised. Refers to Additional Dwelling Unit (ADU) provisions for parking rate for ADUs.

Dwelling Units in a Combined Use Building. New. Using parking rate for a Multiple Dwelling.

Equipment Rental Shop: New. Using parking rate of 1 per 45 m^2 GFA.

Farmers' Market: New. Applies to a Farmers' Market located on private property that is not in the Central Business District, BIA, or defined area. Same parking rate as Retail Store.

Food Catering Service: New. Since customers are not served directly or for takeout, the parking rate of 1 per 45 m^2 GFA is appropriate.

Forestry Use: New. No parking required.

Funeral Establishment: Revised. Simplified wording to "available for public assembly", which future-proofs provision from changing building layouts, eliminates the need to update the by-law when terms change, and focuses on the reason for the requirement: people assembling. Excludes those parts used as a business office, showroom, or the storage and preparation of a deceased person.

Games Arcade: Revised. Changed to 1 per 36 m^2 GFA to be consistent with parking rate for Place of Entertainment and Recreation.

Golf Course: New. Parking rate based on zoning requirements in other municipalities in Ontario and is a combination of parking spaces per golf hole and per gross floor area of buildings used for a business office, clubhouse, pro shop, or restaurant.

Greenhouse: New. Using parking rate of 1 per 45 m^2 GFA.

Grocery Store: New. Same parking rate as Retail Store.

Hotel: Revised. Added parking rates for other accessory and ancillary uses listed in the definition of hotel.

Loading Compound: New. No parking required.

Marina: Revised. Simplified to 1 parking space per docking berth.

Market Garden: New. No parking required as Market Garden is typically associated with an Agricultural Use such as a Farm. Market Garden is only permitted in the DRD1.2 zoning district, which does not apply to any land subject to ZBL8600. DRD1.2 is a future placeholder for land zoned A (Agriculture) in ZBL 85-18.

Mausoleum: New. No Parking Required.

Medical Appliance Facility: New. Using parking rate of 1 per 45 m^2 GFA.

Nursery: New. Lowest parking rate applied.

Place of Entertainment and Recreation: Revised. Excludes Sports Facility from parking rate. Added parking rate for bowling lanes and theatre to avoid confusion in calculating required parking. Clarified that the GFA devoted to a bowling alley, bowling lane and theatre are excluded from the GFA parking rate. For a Place of Entertainment and Recreation that includes a Sports Facility, required parking for the Sports Facility will use the parking rate for a Sports Facility.

Place of Worship: Revised. Simplified by applying the 1 per 5.5 m^2 GFA rate to any assembly area and a rate of 1 per 36 m^2 for remaining GFA. This reduces interpretation disputes and bases the parking rate on the function or intensity of the space, without having to specifically list or define those spaces.

Print Shop: New. Using parking rate of 1 per 45 m^2 GFA.

Private Home Day Care: New. No parking required.

Repair Shop – Heavy: New. Using parking rate of 1 per 45 m^2 GFA.

Research and Development Facility: New. Industrial parking rate applied.

Retail Store – Equipment & Supplies: New. Using parking rate of 1 per 45 m^2 GFA.

Scenery Loft: New. Since the Scenery Loft is intended for use by residents in the building, no parking is required.

Semi-Detached Dwelling: Revised. Refers to ADU provisions for parking rate

Single Detached Dwelling: Revised. Refers to ADU provisions for parking rate.

Sports Facility: New. Required parking based on a parking rate of 1 space per 4 seats or 1 per 36 m^2 GFA, which ever is greater. Recognizes that there are different types of sports facilities with different parking demands. The 1 per 36 m^2 GFA parking rate aligns with the parking rate for a Place of Entertainment and Recreation. Clarifies where bleachers or no fixed seating is provided, the equivalent seating capacity shall be determined by the Chief Building Official.

Storm Water Management Facility: New. No parking required.

Temporary Office: New. Using parking rate of 1 per 45 m^2 GFA.

Townhome Dwelling: Revised. Changed to apply parking rate by type of parking provided – spaces in a parking area or spaces in a garage/carport or driveway. Refers to ADU provisions for parking rate for ADUs.

Tourist Home: Revised. Deleted reference to “restaurant, convention hall, meeting room plus other places of assembly” as these uses or activities are not permitted.

Towing Facility: New. Using the same parking rate as a Transport Terminal.

Towning Service: New. Using the same parking rate as a Transport Terminal.

Any use of the City of Windsor: New. No parking is required.

Any structure, not including a building, used for purposes of the distribution of a service or commodity provided by a public utility: New. No parking is required.

Any industrial use or industrial activity not listed: New. Catch-all for any industrial use or industrial activity not listed in the table.

Any other non-residential use not specifically listed: New. Catch-all for any other uses not listed in the table.

All other commercial uses not specifically listed: Deleted. The term “commercial uses” is undefined which creates ambiguity.

Material Transfer Centre: Deleted. The general “any industrial use or industrial activity” has been applied.

College University Student Residence and University Student Residence: Deleted as these terms were replaced by Student Residence.

Public Library: Deleted. This defined use is not listed as a permitted use in any zoning district or zoning exception.

Veterinary Clinic deleted as that use was incorporated into Veterinary Office.

6.20.5: CALCULATION OF REQUIRED PARKING SPACES: Moved from 24.20.7.

6.20.5.1: New. A parking rate of zero means that no parking spaces are required.

6.20.5.3: Revised. Moved list of uses or areas to a table to improve readability.

6.20.5.5: Moved from 24.20.7.2. States how to interpret and calculate the parking rates. Improves readability by not repeating “parking spaces” for each use. Replaced “gross floor area” with “unit of measurement” as there are different units of measurement in the tables.

6.20.5.7: New. Clarifies how to calculate required parking when a parking rate is expressed as both a fixed number of parking spaces and a ratio of parking spaces to a unit of measurement.

6.20.5.9: Moved from 24.20.7.3.

6.20.5.11: Moved from 24.20.7.4 and 24.20.7.5. Merged into a single provision. Added exception for Commercial Centre Major and Commercial Centre Minor because those two uses have an overall parking rate for a mix of commercial uses. Removed redundant reference to Combined Use Building.

6.20.7: VISITOR PARKING SPACES: Moved from 24.22.1. Replaced references to specific dwellings with “building contains 11 or more dwelling units” to be inclusive of various dwelling types. Change threshold to 11 or more units to align with the 10-dwelling unit exemption for Site Plan Control in the Planning Act. Added “parking spaces provided for the dwelling units” to clarify that visitor parking spaces shall be calculated on the number of residential parking spaces provided, not the total of all parking spaces provided in a mixed use situation such as a combined use building.

6.20.9: ACCESSIBLE PARKING SPACES: Moved from 24.24.

6.20.9.1: New. For a lot or use that has multiple but separate parking areas, this provision requires that the number of accessible parking spaces shall be calculated and provided for each parking area. This is consistent with the AODA.

6.20.9.2: Moved from 24.24.1. Revised because previous wording was ambiguous.

Table 6.20.9: Added “Van Accessible” and “Standard” under Type A and Type B, to indicate the purpose of the accessible parking space.

6.20.9.5: Moved from 24.24.1.2.

6.20.9.30: Moved from 24.24.15.1 and 24.24.15.2. Merged into one provision but with each requirement listed separately for readability. Added requirement that the access aisle must be a hard surface – this is consistent with the AODA.

6.20.9.40 and 6.20.9.42: Moved from 24.24.20.

6.20.10: DIMENSIONS: Moved from 24.20.10, 24.22.10, 24.14.10. Merged into a single table to improve readability and ensure consistency in the size of a parking space. Added clauses .1, .2, .91 and .92 for a parallel parking space which increased the length from 5.5 m to 6.7 m to improve access to a parking space that is parallel to an aisle. The minimum length of 6.7 m is consistent with other municipalities in Ontario and Transportation Association of Canada (TAC) guidelines.

6.20.20: LOCATON: Moved from 24.26.

6.20.20.5: Revised. Merged 24.26.5, 24.26.6 and 24.26.7 into a single provision to improve readability.

6.20.20.8 and 6.20.20.9 moved to new Section 6.3 Prohibitions.

6.20.28: HARD SURFACE PROVISIONS: Moved from 24.28. Renamed to indicate that the purpose of this section is to regulate hard surface related to access area, parking or private walkway. Reordered provisions.

6.20.28.3: Revised. Changed maximum percentage to a table to improve readability and functionality and minimize interpretation issues.

6.30: BICYCLE PARKING SPACE PROVISIONS: Moved from 24.30

6.30.20.3: Added “or a curb cut or curb ramp for an accessible parking space” to be consisted with other revisions. Merged 6.30.20.3 and 6.30.20.1 into a single provision. Moved 6.30.20.3.2 and 6.30.20.3.3 to Section 6.3 Prohibitions.

6.40: LOADING SPACE PROVISIONS: Moved from 24.40

6.40.10: Revised. Separated width, length and height clearance into their own provisions to improve readability.

6.40.20.90: Revised. Changed “street” to “exterior lot line” to avoid misinterpretation as to where the 6.0 m is calculated from.

6.50: STACKING SPACE PROVISIONS: Moved from 24.50

6.50.1: Revised. Replaced “in advance of” with “before the” and “at the terminus of” with “after the exit”. This is a plain language approach that improves readability.

6.50.1.2: Revised. Removed requirement for a stacking space after the exit of a wash stall. This will allow more efficient use of land and avoids issues where a wash stall is not a drive-through type.

6.50.10: Revised. Moved from 24.50.10. Same format as other parking provisions. Deleted the requirement for a stacking aisle width of 3.5 m as it conflicted with the original stacking space width of 3.0 m. Changed minimum width of a stacking space from 3.0 m to 3.5 m.

6.50.20.3: New. Clarifies that a stacking space is not part of a parking area, but that it can be connected to a parking area. Eliminates a gap in interpretation.

6.50.20.7: Revised. Added how the 20 m separation is calculated, that the screening fence shall be "maintained" to make it an ongoing obligation, and where the screening fence shall be located.

6.50.20.9: Revised. Added how the separation is calculated. Improved readability.

6.70: PARKING AREA PROVISIONS: Moved from Section 25.

6.70.10: GENERAL PARKING AREA PROVISIONS. Moved from 25.5.

6.70.10.3: Revised. Merged current grading, draining, and paving provisions into a single provision with three separate clauses to improve readability.

6.70.10.5: New / moved from other sections. Combined required landscaped area provision into a single general provision.

6.70.10.7: Revised. Merged into a single provision with four separate clauses to improve readability. 6.70.10.7 d) is new and allows curb cuts in specific cases.

6.70.10.15: Revised. Added wording that this provision does not apply where parking spaces have direct access to an alley.

6.70.20: PARKING AREA SEPARATION: Moved from 25.5.20.

6.70.20.1: Revised. Replaced "as shown in" with "as specified in" to be consistent with other revisions in Section 6.

Table 6.70.20.1: Moved from Table 25.5.20.1.

Clause .4: Revised. Replaced "rear lot line" with "interior lot line parallel to Church Street" because the rear lot line may change on corner lots on Dougall Avenue.

Clause .5: Revised. Clarified that the separation is from a building wall located on the same lot as the parking area. Changed "main pedestrian entrance" to "main pedestrian access".

Clause .6: Revised. Changed so that the minimum separation only applies when a habitable room window is located within 4.0 m of the surface of the parking area. If a habitable room window is located more than 4.0 higher than the parking area, then the separation indicated in clause .7 will apply.

Clause .7: Revised. Removed references to habitable room windows and main pedestrian entrance and reduced minimum separation to 0.30 m.

Revisions to clauses .6 and .7 allow for more efficient use of land and for more flexibility in site and building design. Any Ontario Building Code requirements in terms of separations between emergency doors or other openings still apply.

6.70.30: ACESS AREA: Moved from 25.5.30

6.70.30.1: Revised. Replaced "street or alley" with "highway".

6.70.30.8: Revised. Replaced "a maximum of" with "at a point not more than".

6.70.30.9: Revised. Replaced "measurement in" with "width required by".

6.70.40: DRIVE AISLE: Moved from 25.5.40. Changed "Collector Aisle" to "Drive Aisle".

6.70.40.1: Revised. Replaced "street or alley" with "highway".

6.70.40.2: Revised. Eliminates repetition of *Drive Aisle* and *motor vehicle*.

6.70.40.4: Moved from 25.5.40.4 and 25.5.40.5. Merged into a single provision and added that the required width must be maintained for the full length of the aisle.

6.70.40.6: Moved from 25.5.40.5 and 25.5.40.6 and merged into a single provision with a single width to simplify operation of zoning by-law.

6.70.50: PARKING AISLE: Moved from 25.5.50.

6.70.50.1 and 6.70.50.2: Revised / New. Moved from 25.5.50.1. States where a parking aisle is permitted and that a parking aisle is prohibited within a street.

6.70.50.3: Revised. Moved from 25.50.2.

6.70.50.5: New. Clarifies where a parking aisle is within an alley, that alley serves as an access area and is deemed to comply with certain access area provisions in Section 6.70.30. This fills an interpretation gap.

6.70.50.10 and Table 6.70.50.10: Moved from 25.5.50.3 and Table 25.5.50.3.

6.70.50.11: Revised. Moved from 25.5.50.4. Wording has been simplified.

6.70.50.20: Revised. Moved from 25.5.50.5. Replaced “landscaped open space island” with “parking island”.

6.80: PUBLIC PARKING AREA PROVISIONS: Moved from 25.10.

6.80.1.1: Revised. Moved from 25.10.1.2. Added “required landscaped area” to be consistent with other provisions.

6.80.1.5: Revised. Moved from 25.10.1.1. Changed “shelter’ to “building”.

6.85: PARKING GARAGE PROVISIONS: Moved from 25.20.

6.85.1 and 6.85.5: Revised. Simplified wording to minimize interpretation issues.

6.90: TRADITIONAL COMMERCIAL STREET: OFF-STREET PARKING PROVISIONS

6.90.1: ADDITIONAL DEFINITIONS: Moved to Section 3. Defined terms should be in Section 3 to improve usability of the zoning by-law and to ensure consistent language is used.

6.90.3: Revised. Simplified wording.

6.90.5.1: Revised. Changed “landscaped area” to “required landscaped area” to be consistent with other provisions in 8600.

6.90.5.3 and 6.90.5.5: Revised. Minor revisions to wording. Split access area minimum width into two provisions to improve readability as d) applies to a parking area with 19 or fewer spaces, whereas e) applies to any parking area.

Recommendation 3B deletes Section 24 and Section 25.

RECOMMENDATION 4: SECTION 1.20.90 PRECEDENCE

Recommendation 4A revises Section 1.20.90 Precedence to reflect the revised name of Section 6 and the removal of Sections 24 and 25.

Risk Analysis:

N/A

Climate Change Risks

Climate Change Mitigation:
N/A

Climate Change Adaptation:
N/A

Financial Matters:
N/A

Consultations:

This report was circulated to staff in Planning and Development Service, Building Services, and Transportation Planning for comment. Required notice was advertised in the Windsor Star.

Conclusion:

Housekeeping Amendment 2026-1 responds to issues raised by staff, residents and customers regarding the operation of Zoning By-law 8600. It revises provisions to avoid ambiguity and interpretation issues. The amendments are consistent with the Provincial Planning Statement, conform to the Official Plan, and constitute good planning.

Planning Act Matters:

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

Greg Atkinson, MCIP, RPP
Deputy City Planner - Development

Neil Robertson, MCIP, RPP
City Planner

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

JP RM

Approvals:

Name	Title
Adam Szymczak	Senior Planner - Development
Greg Atkinson	Deputy City Planner - Development
Aaron Farough	Senior Legal Counsel, Legal & Real Estate
Neil Robertson	City Planner
Jelena Payne	Deputy CAO/Commissioner, Economic Development
Ray Mensour	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

1 Appendix A - Section 6 Parking & Related Provisions

SECTION 6 – PARKING & RELATED PROVISIONS

[ZNG/4046; ZNG/4249; ZNG/4549; ZNG/4628; ZNG/5630; ZNG/6276; ZNG/7205; ZNG/7392]

(B/L 48-2014 Apr 15/2014; B/L 144-2015 Nov 6/2015; B/L 114-2016 Sep 19/2016; B/L 130-2017 Sep 28/2017; B/L 169-2018 Dec 19/2018; B/L 95-2019 Sep 27/2019; B/L 145-2021 Oct 26/2021; B/L 92-2025 May 26/2025)

6.1 APPLICATION

6.1.1 Unless otherwise specified in this By-law, *accessible parking spaces*, *bicycle parking spaces*, *loading spaces*, *parking spaces*, *stacking spaces*, and *visitor parking* spaces shall be provided for every *use* permitted by this By-law in accordance with Section 6.

6.1.70 The provisions of Section 6.70 apply to the construction and maintenance of a *parking area* containing five or more *accessible parking spaces*, *parking spaces*, *visitor parking spaces*, or combination thereof.

6.1.90 The provisions of Section 6.90 apply, in addition to any other applicable provisions of this By-law, to all *lots* located within the Off-Street Parking Overlay Boundary or the Drouillard Road Off-Street Parking Overlay identified on Schedule 'P' – Off-Street Parking Overlay.

6.1.100 A reference in this By-law to a section listed in the Original Reference column of Table 6.1.100, including any subsection or clause thereof, shall be deemed to be a reference to the corresponding section listed in the Deemed Reference column of Table 6.1.100.

TABLE 6.1.100
SECTION CROSS-REFERENCES

Original Reference	Deemed Reference
Section 24.10	Section 6.10
Section 24.20	Section 6.20
Section 24.22	Section 6.20
Section 24.24	Section 6.20
Section 24.28	Section 6.28
Section 24.30	Section 6.30
Section 24.40	Section 6.40
Section 24.50	Section 6.50
Section 25	Section 6.70
Section 25.10	Section 6.80
Section 25.20	Section 6.85
Section 20(4)	Section 6.90

6.3 PROHIBITIONS

6.3.1 Unless otherwise specified, the following are prohibited:

.1 An *accessible parking space*, *bicycle parking space*, *drive aisle*, *loading space*, *parking aisle*, *parking area*, *parking space*, *stacking space*, and *visitor parking space* located outside a *building* or *parking garage* and within 6.0 m of the intersection of any two *streets*.

.3 The encroachment of an *accessible parking space*, *bicycle parking space*, *loading space*, *parking space*, *stacking space*, and *visitor parking space* into an *access area*, *access ramp*, *accessible parking space*, *alley*. curb cut or curb ramp for an *accessible parking space*, *drive aisle*, *highway*, *landscaped area*, *loading space*, *parking aisle*, *parking space*, *walkway*, *stacking space*, *street*, *transport storage area*, or *visitor parking space*.

.5 The display, lease, rental, repair, or storing of a *motor vehicle* in a *landscaped area*, parking area separation, *parking island*, or *public parking area*.

6.10 GENERAL PROVISIONS

6.10.1 PROVISION, DESIGNATION, AND MAINTENANCE

All required *accessible parking spaces*, *bicycle parking spaces*, *loading spaces*, *parking spaces*, *stacking spaces*, and *visitor parking spaces* shall be provided, designated, and marked at the time of the erection of a *building*, the construction of an addition, the expansion of a *use*, or a change of *use* of a *lot* or *building*, and shall thereafter be maintained and marked exclusively for the *use* for which they are required for as long as that *use* continues.

6.10.10 DEFICIENCY: EXISTING BUILDING: CENTRAL BUSINESS DISTRICT, BUSINESS IMPROVEMENT AREA, OR DEFINED AREA

If an existing *building* is located on a *lot* within the *Central Business District*, a *Business Improvement Area,* or a defined area listed in Section 6.20.2, then no additional *accessible parking spaces*, *bicycle parking spaces*, *loading spaces*, *parking spaces*, and *visitor parking spaces* shall be required for a change of *use* to a *use* listed in Section 6.20.1 or 6.20.4, as applicable, other than “All other uses not listed above”.

6.10.15 DEFICIENCY: EXISTING BUILDING: ALL OTHER AREAS

If an existing *building* is lawfully deficient in the number of *accessible parking spaces*, *bicycle parking spaces*, *loading spaces*, *parking spaces*, and *visitor parking spaces* required by Sections 6.20, 6.30, or 6.40, then such deficiency shall not be required to be remedied prior to, or as a condition of, the construction of an addition or a change of *use*.

Notwithstanding the lawful deficiency, any additional *accessible parking spaces*, *bicycle parking spaces*, *loading spaces*, *parking spaces*, and *visitor parking spaces* required because of the addition or change of *use* shall be provided in accordance with Sections 6.20, 6.30, or 6.40.

6.20 PARKING SPACE, VISITOR PARKING SPACE, & ACCESSIBLE PARKING SPACE PROVISIONS

6.20.1 PARKING SPACES: CENTRAL BUSINESS DISTRICT

In *the Central Business District,* the *required* number of *parking spaces* for a *use* shall be calculated using the parking rate specified for that *use* in Table 6.20.1.

TABLE 6.20.1
PARKING RATES: CENTRAL BUSINESS DISTRICT

USE	PARKING RATE
Bake Shop	0
Business Office	0
Commercial School	0
Convenience Store	0
Dwelling Unit	0 for the first 10 *dwelling units* plus 1 for each additional *dwelling unit*
Entertainment Lounge	0 for the first 90 m² GFA plus 1 per 15 m² GFA in excess of 90 m² GFA
Farmers' Market	0
Food Convenience Store	0
Food Outlet – Take-out	0
Grocery Store	0
Hotel	1 per guest room for the first 60 guest rooms plus 1 per 6 guest rooms in excess of 60 guest rooms.
Medical Office	0
Micro-Brewery	0 for the first 90 m² GFA plus 1 per 45 m² GFA in excess of 90 m² GFA
Outdoor Market	0
Pawnshop	0
Personal Service Shop	0
Pharmacy	0
Place of Entertainment and Recreation (except a *Club*, *Exhibition Hall*, *Sports Facility*)	0; For a *Club*, *Exhibition Hall*, or *Sports Facility*, Section 6.20.4 shall apply
Print Shop	0
Professional Studio	0
Repair Shop – Light	0
Residential Care Facility	1 per 8 beds
Restaurant	0 for the first 90 m² GFA plus 1 per 15 m² GFA in excess of 90 m² GFA
Retail Store	0
Veterinary Office	0
Any *use* not listed above	Section 6.20.4 shall apply
[ZNG/6276; ZNG/7392]	

6.20.2 PARKING SPACES: BUSINESS IMPROVEMENT AREA AND DEFINED AREAS

In any *Business Improvement Area*, excluding the *Central Business District*, and for any *lot* within a *Commercial District* located on the:

north and south side of Wyandotte Street West between Dougall Avenue and Patricia Road;

north and south side of University Avenue between Dougall Avenue and Randolph Avenue;

north and south side of Tecumseh Road East between Bejamin Avenue / Forest Avenue and Chilver Road, Cadillac Street and Larkin Road, and Westcott Road and Rossini Boulevard;

east and west side of Ouellette Avenue between Giles Boulevard and Tecumseh Road,

the *required* number of *parking spaces* for a *use* shall be calculated using the parking rate specified for that *use* in Table 6.20.2.

TABLE 6.20.2
PARKING RATES: BIA & DEFINED AREAS

USE	PARKING RATE
Bake Shop	0
Business Office	0
Commercial School	0
Convenience Store	0
Farmers' Market	0
Food Convenience Store	0
Food Outlet – Take-out	0
Medical Office	1 per 27 m² GFA
Micro-Brewery	0 for the first 90 m² GFA plus 1 per 45 m² GFA in excess of 90 m² GFA
Pawnshop	0
Personal Service Shop	0
Pharmacy	0
Print Shop	0
Professional Studio	0
Repair Shop – Light	0
Restaurant	0 for the first 90 m² GFA plus 1 per 15 m² GFA in excess of 90 m² GFA
Retail Store	0
Veterinary Office	1 per 27 m² GFA
Any *use* not listed above	Section 6.20.4 shall apply

6.20.4 PARKING SPACES: ALL OTHER AREAS AND USES

In any other area, or for any *use* not listed in Table 6.20.1 and Table 6.20.2, the *required* number of *parking spaces* for a *use* shall be calculated using the parking rate specified for that *use* in Table 6.20.4.

TABLE 6.20.4
PARKING RATES: ALL OTHER AREAS AND USES

USE	PARKING RATE
Adult Entertainment Parlour	1 per 7.5 m² GFA
Agricultural Use	0
Ambulance Service	1 per 45 m² GFA
Automobile Collision Shop	1 per 45 m² GFA
Automobile Detailing Service	1 per 45 m² GFA
Automobile Repair Garage	1 per 45 m² GFA
Automobile Sales Lot	1 per 45 m² GFA
Bake Shop	1 per 36 m² GFA
Bakery	1 per 45m² GFA for the first 2,700 m² GFA plus 1 per additional 180 m² GFA
Billiard Hall	1 per 36 m² GFA
Bingo Hall	1 per 36 m² GFA
Bowling Alley	4 per bowling lane
Building Materials Recycling Store	1 per 45 m² GFA
Business Office	1 per 45 m² GFA
Car Wash Automatic	0
Car Wash Coin-operated	0
Caretaker's Residence	1 *parking space*
Carnival	See Section 5.99.12.1.2
Cemetery (excluding a *Crematorium*)	0; For a *Crematorium, see Crematorium* for the applicable parking rate
Child Care Centre	1.5 per classroom or teaching area
Club	1 per 22.5 m² GFA
Commercial Centre Major (excluding a *Hotel*)	1 per 22.5 m² GFA; See *Hotel* for the applicable parking rate for a *hotel*
Commercial Centre Minor	1 per 22.5 m² GFA plus, if the combined GFA of all *Restaurants* and *Entertainment Lounges* exceeds 30% of the GFA of the centre, then 1 per 7.5 m² GFA of all *Restaurants* and *Entertainment Lounges* in excess thereof
Commercial School	1 per 22.5 m² GFA
Community Garden	0
Confectionary	1 per 45 m² GFA for the first 2,700 m² GFA plus 1 per additional 180 m² GFA
Contractor's Office	1 per 45 m² GFA used as a *Business Office* plus 1 per 200 m² GFA used as a *Warehouse*

TABLE 6.20.4 PARKING RATES: ALL OTHER AREAS AND USES	
USE	**PARKING RATE**
Convenience Store	1 per 22.5 m² GFA
Correctional Institution	1 per 2 beds
Crematorium	1 per 5.5 m² GFA available for public assembly
Cultural Facility	1 per 36 m² GFA
Double Duplex Dwelling	4 *parking spaces*
Duplex Dwelling	2 plus, where permitted by Section 5.99.80, 0 for a third *dwelling unit*
Dwelling Units in a *Combined Use Building*	1.25 per *dwelling unit*
Elementary School	1.5 per classroom or teaching area
Entertainment Lounge	1 per 7.5 m² GFA
Equipment Rental Shop	1 per 45 m² GFA
Exhibition Hall	1 per 36 m² GFA
Farmers' Market	1 per 22.5 m² GFA
Food Catering Service	1 per 45 m² GFA
Food Convenience Store	1 per 22.5 m² GFA
Food Outlet - Drive-through	1 per 22.5 m² GFA
Food Outlet - Take-Out	1 per 22.5 m² GFA
Forestry Use	0
Fraternity or Sorority House	1 per 4 beds
Funeral Establishment	1 per 5.5 m² GFA available for public assembly
Games Arcade	1 per 36 m² GFA
Garden Centre	1 per 22.5 m² GFA
Gas Bar	1 per 45 m² GFA
Golf Course	8 per golf hole plus 1 per 22.5 m² GFA used for a *business office*, clubhouse, pro shop, or *restaurant*
Greenhouse	1 per 45 m² GFA
Grocery Store	1 per 22.5 m² GFA
Group Home	1 *parking space*
Health Studio	1 per 36 m² GFA
Hospital	1 per bed
Hotel	1 per guest room plus 1 for a *dwelling unit* plus 1 per 22.5 m² GFA used for an assembly area accessory to the *Hotel*, a *Restaurant,* or a *Health Studio* plus 0 for a *Personal Service Shop*, or any ancillary *hotel* area exclusively serving overnight hotel guests.
Loading Compound	0
Lodging House	1 per 6 beds

TABLE 6.20.4 PARKING RATES: ALL OTHER AREAS AND USES	
USE	**PARKING RATE**
Marina	1 per *docking berth*
Market Garden	0
Mausoleum	0
Medical Appliance Facility	1 per 45 m² GFA
Medical Office	1 per 13.5 m² GFA
Micro-Brewery	1 per 45 m² GFA
Mobile Home Dwelling	1 *parking space*
Motor Vehicle Dealership	1 per 45 m² GFA
Motor Vehicle Salvage Operation	1 per 45 m² GFA for the first 2,700 m² GFA plus 1 per additional 180 m² GFA
Multiple Dwelling containing a *maximum* of 4 *dwelling units*	1 per *dwelling unit*
Multiple Dwelling containing a *minimum* of 5 *dwelling units*	1.25 per *dwelling unit*
Nursery	1 per 45 m² GFA
Outdoor Market	0
Pawnshop	1 per 22.5 m² GFA
Personal Service Shop	1 per 22.5 m² GFA
Pharmacy	1 per 22.5 m² GFA
Place of Entertainment and Recreation (excluding a *Sports Facility)*	1 per 36 m² GFA plus 4 per bowling lane plus 1 per 6 seats for a *Theatre*. The GFA of any *Bowling Alley* or *Theatre* shall be excluded. For that part of a *Place of Entertainment and Recreation* used as a *Sports Facility*, see *Sports Facility* for the applicable parking rate
Place of Worship	1 per 5.5 m^2 GFA of assembly area plus 1 per 36 m² of all remaining GFA
Power Generation Facility	1 per 200 m² GFA
Print Shop	1 per 45 m² GFA
Private Home Day Care	0
Professional Studio	1 per 45 m² GFA
Public Hall	1 per 7.5 m² GFA
Religious Residence	1 per 4 beds
Repair Shop – Heavy	1 per 45 m² GFA
Repair Shop – Light	1 per 45 m² GFA
Research and Development Facility	1 per 45 m² GFA for the first 2,700 m² GFA plus 1 per additional 180 m² GFA
Residential Care Facility	1 per 4 beds
Restaurant	1 per 7.5 m² GFA
Restaurant with Drive Through	1 per 7.5 m² GFA

TABLE 6.20.4 PARKING RATES: ALL OTHER AREAS AND USES	
USE	**PARKING RATE**
Retail Store	1 per 22.5 m² GFA
Retail Store – Equipment & Supplies	1 per 45 m² GFA
Salvage Operation	1 per 45 m² GFA for the first 2,700 m² GFA plus 1 per additional 180 m² GFA
Scenery Loft	0
Secondary School	1.5 per classroom or teaching area plus 1 for each 22.5 m² of GFA of cafeteria, auditorium, gymnasium plus other area of assembly
Self-storage Facility	2 *parking spaces*
Semi-Detached Dwelling	1 per *semi-detached dwelling unit*; For an additional *dwelling unit* permitted by Section 5.99.80, see Section 5.99.80.5 c) 3 for the applicable parking rate.
Service Station	1 per 45 m² GFA
Shelter	1 per 6 beds
Single Unit Dwelling	1; For an additional *dwelling unit* permitted by Section 5.99.80, see Section 5.99.80.5 c) 3 for the applicable parking rate.
Sports Facility	1 per 4 spectator seats or if spectator accommodation is provided without fixed seating, then the *Chief Building Official* shall determine an equivalent seating capacity, or 1 per 36 m² GFA, whichever is greater.
Stacked Dwelling	1 per *dwelling unit*
Storm Water Management Facility	0
Student Residence	1 per 4 beds
Temporary Outdoor Vendor's Site	0
Temporary Office	1 per 45 m^2 GFA
Theatre	1 per 6 seats
Townhome Dwelling	For a *townhome dwelling* with a *parking area,* 1.25 per *townhome* d*welling unit* For any other *townhome dwelling*, 1 per *townhome* d*welling unit* For an additional *dwelling unit* permitted by Section 5.99.80, see Section 5.99.80.5 c) 3 for the applicable parking rate.
Tourist Home	1 per guest room
Towing Facility	5 parking spaces, or 1 per 45.0 m² GFA, whichever is greater
Towing Service	5 parking spaces, or 1 per 45.0 m² GFA, whichever is greater
Transport Terminal	5 parking spaces, or 1 per 45.0 m² GFA, whichever is greater
Veterinary Office	1 per 13.5 m² GFA

TABLE 6.20.4 PARKING RATES: ALL OTHER AREAS AND USES	
USE	**PARKING RATE**
Warehouse	1 per 200 m² GFA
Wholesale Store	1 per 45 m² GFA
Workshop	1 per 45 m² GFA for the first 2,700 m² GFA plus 1 per additional 180 m² GFA
Any *use* of the *City of Windsor*	0
Any *structure* used for the distribution of a commodity or service by a *public utility*	0
Any *industrial use* or industrial activity not otherwise listed	1 per 45 m² GFA for the first 2,700 m² GFA plus 1 per additional 180 m² GFA
Any other non-residential *use* not otherwise listed	1 per 36 m^2 GFA
[ZNG/4549, ZNG/5364, ZNG/7392]	
(B/L 144-2015 Nov 6/2015; B/L 169-2018 Dec 19/2018)	

6.20.5 CALCULATION OF REQUIRED PARKING SPACES

The *required* number of *parking spaces* for each use in Tables 6.20.1, 6.20.2 and 6.20.4 is calculated on the following basis:

.1 A parking rate expressed as "0" means no parking spaces are required.

.3 If the unit of measurement for a parking rate is expressed as *gross floor area* or GFA, then the calculation shall exclude the *gross floor area* of that area or *use* specified in Table 6.20.5.3.

TABLE 6.20.5.3: EXCLUDED GROSS FLOOR AREA		
Car Wash Automatic; *Car Wash Coin-operated*		
Any of the following located within a *building* in which the *use* is in:		
Accessible Parking Space	*Loading Space*	*Parking Garage*
Bicycle Parking Space	*Parking Aisle*	*Parking Space*
Drive Aisle	*Parking Area*	*Visitor Parking Space*

.5 If a parking rate is expressed as a ratio of *parking spaces* to a unit of measurement, then the *required* number of *parking spaces* shall be calculated using the applicable quantity of that unit of measurement and the applicable parking rate.

.7 If a parking rate provides both a fixed number of *parking spaces* and a ratio of *parking spaces* to a unit of measurement as alternative requirements, then the greater requirement shall apply.

.9 If the parking rate is greater than zero and the calculation of *required parking spaces* results in a fraction, then the number of *required parking spaces* shall be rounded down to the nearest whole number, provided that a *minimum* of one *parking space* shall be required.

.11 Save for a *Commercial Centre Major* or *Commercial Centre Minor*, if a *building* contains more than one *main use*, then the parking requirement for each *use* shall be calculated based on the *gross floor area* occupied by that *use* plus the equivalent proportion of any common areas and shared *accessory uses* within the *building*. The total *required* number of *parking spaces* shall be the sum of the *parking spaces* required for each *use*.

6.20.7 VISITOR PARKING SPACES

.1 If a *building* contains 11 or more *dwelling units*, then a *minimum* of 15 percent of the *parking spaces* provided for the *dwelling units* shall be designated as *visitor parking spaces*.

.5 If the calculation of *required visitor parking spaces* results in a fraction, then the number of *required visitor parking spaces* shall be rounded down to the nearest whole number, provided that a *minimum* of one *parking space* and one *visitor parking space* shall be *required*.

6.20.8 ACCESSIBLE PARKING SPACES

.1 If a *lot* or *use* contains more than one *parking area*, then the *required* number of *accessible parking spaces* shall be provided for each *parking area* and shall be calculated using the number of *parking spaces* in that *parking area*.

.2 The number of *parking spaces* that shall be designated as an *accessible parking space* shall be calculated as specified in Table 6.20.8.

TABLE 6.20.8
ACCESSIBLE PARKING SPACES

TOTAL NUMBER OF PARKING SPACES IN PARKING AREA	NUMBER OF ACCESSIBLE PARKING SPACES	
	TYPE A (Van Accessible)	TYPE B (Standard)
1 to 25	1	0
26 to 100	2% of *parking spaces*	2% of p*arking spaces*
101 to 200	1.5% of *parking spaces*	0.5 plus 1.5% of *parking spaces*
201 to 1,000	0.5 plus 1% of *parking spaces*	1 plus 1% of *parking spaces*
1,001 or more	5 plus 0.5% of *parking spaces*	5.5 plus 0.5% of *parking spaces*

.5 If the calculation of *accessible parking spaces* results in a fraction, then the number of *accessible parking spaces* for each type shall be rounded up to the nearest whole number.

.30 An *access aisle* shall:

a) be provided for all *accessible parking spaces* and may be shared by two *accessible parking spaces*;

b) have a *minimum* width of 1.50 m;

c) extend the full length of the *accessible parking space*;

d) be surfaced with, and maintained as, a *hard surface*; and

e) be marked with high tonal contrast diagonal lines.

.40 If a *parking area* is bound by perimeter curbing which separates the principal pedestrian entrance of a *building* from the *parking area*, then there shall be provided and maintained at least one curb cut or curb ramp that has a *minimum* clear width of 1.20 m and a *maximum* slope of 1:8 where the elevation is less than 7.5 cm or 1:10 where the elevation is 7.5 cm to 20 cm.

.42 A curb cut or curb ramp shall be located and designed to provide a continuous, unobstructed accessible route between an *accessible parking space* and the principal pedestrian entrance.

6.20.10 DIMENSIONS OF ACCESSIBLE PARKING SPACE, PARKING SPACE, OR VISITOR PARKING SPACE

.1 For the purpose of Clauses .1, .2, .81, and .82 in Table 6.20.10, "Parallel to a *parking aisle*" means an *accessible parking space*, *parking space*, or *visitor parking space* that is parallel to the *parking aisle* providing access to the *accessible parking space*, *parking space*, or *visitor parking space*.

.5 The *minimum* dimensions of an *accessible parking space*, *parking space*, or *visitor parking space* shall be as specified in Table 6.20.10

TABLE 6.20.10: DIMENSIONS

TYPE / LOCATION		MINIMUM LENGTH	MINIMUM WIDTH
PARKING SPACE OR VISITOR PARKING SPACE			
.1	Parallel to a *parking aisle* and flanked by a wall or fence	6.70 m	3.50 m
.2	Parallel to a *parking aisle* and not flanked by a wall or fence	6.70 m	2.50 m
.3	Not parallel to a *parking aisle* and flanked by a wall or fence	5.50 m	3.50 m
.4	Any other location	5.50 m	2.50 m
ACCESSIBLE PARKING SPACE			
.81	Type A: Parallel to a *parking aisle*	6.70 m	3.50 m
.82	Type B: Parallel to a *parking aisle*	6.70 m	2.50 m
.83	Type A: Any other location	5.50 m	3.50 m
.84	Type B: Any other location	5.50 m	2.50 m

6.20.20 LOCATION OF ACCESSIBLE PARKING SPACE, PARKING SPACE, OR VISITOR PARKING SPACE

.1 For any *dwelling unit*, all *required accessible parking spaces*, *parking spaces*, and *visitor parking spaces* shall be located on the same *lot* as the *dwelling unit* they are intended to serve.

.2 For a *University*, *College*, or an *Industrial Use* located in an *Industrial District*, all *accessible parking spaces* and *required parking spaces* shall be located entirely within a radius of 300 m of the nearest *lot line* of the lands occupied by the *use* they are intended to serve.

.3 For all other uses, all *required accessible parking spaces*, *parking spaces*, and *visitor parking spaces* shall be located entirely within a radius of 120 m of the nearest *lot line* of the lands occupied by the *use* they are intended to serve.

.4 An *accessible parking space*, *parking space*, or *visitor parking space* is permitted in a *side yard* or a *rear yard*.

.5 An *accessible parking space*, *parking space*, or *visitor parking space* is prohibited in a *required front yard* or *required landscaped area*; however, for a *lot* occupied by a *Single Unit Dwelling*, *Semi-Detached Dwelling*, *Duplex Dwelling*, or *Townhome Dwelling Unit*, an *accessible parking space*, *parking space*, or *visitor parking space* may be located in a *required front yard*, except:

a) on the lands bound by the Detroit River to the north, Walker Road to the east, Ottawa Street to the south, and Lincoln Road to the west, identified as the Walkerville Heritage Area on Schedule G: Civic Image of the City of Windsor Official Plan, where a *parking space*, *visitor parking space*, or *accessible parking space* is prohibited in a *front yard* unless it existed before September 15, 2010; and

b) on the lands comprising Part of Lot 114, Concession 1, and Lots 1 to 11 and Lots 15 to 19, Registered Plan 1100, situated on the east and west sides of Prado Place and identified as the Prado Place Heritage Area on Schedule G: Civic Image of the City of Windsor Official Plan, where a *parking space*, *visitor parking space*, or *accessible parking space* is prohibited in a *front yard* unless it existed before December 28, 2006.

6.20.28 HARD SURFACE PROVISIONS

In any *Residential District*:

.1 All *access areas* and *parking spaces* shall be paved and maintained with a *hard surface*.

.3 For a *Duplex Dwelling*, *Semi-Detached Dwelling*, *Semi-Detached Dwelling Unit*, *Single Unit Dwelling*, *Townhome Dwelling*, or *Townhome Dwelling Unit*, the total area of the *required front yard* occupied by a *hard surface* for the purpose of an *access area*, *parking space*, *private walkway*, or any combination thereof, shall not exceed the percentage specified in Table 6.20.28.

TABLE 6.20.28: HARD SURFACE AREA

	LOT WIDTH	**MAXIMUM PERCENTAGE**
.1	9.0 m or more	50%
.2	8.0 m to less than 9.0 m	55%
.3	7.0 m to less than 8.0 m	60%
.4	6.0 m to less than 7.0 m	65%
.5	Less than 6.0 m	70%

.5 An *access area* necessary for access to a *parking space* may cross a *required front yard*. That part of the *required front yard* not used for an *access area*, *private walkway*, or, where permitted by this By-law, a *parking space*, shall be maintained exclusively as a *landscaped area*.

6.30 BICYCLE PARKING SPACE PROVISIONS

6.30.1 REQUIRED BICYCLE PARKING SPACES

.1 *Bicycle parking spaces* shall be provided as specified in Table 6.30.1.

TABLE 6.30.1 – BICYCLE PARKING SPACES		
TOTAL NUMBER OF *PARKING SPACES* IN *PARKING AREA*		**BICYCLE PARKING RATE**
.1	1 to 9	0
.2	10 to 19	2 *bicycle parking spaces*
.3	20 or more	2 for the first 19 *parking spaces* plus 1 for each additional 20 *parking spaces*

.5 If the calculation of the number of required *bicycle parking spaces* results in a number containing a fraction, then the number shall be rounded up to the nearest whole number.

6.30.10 DIMENSIONS OF BICYCLE PARKING SPACE

A *bicycle parking space* shall have the following dimensions:

.1 Length: *minimum* 2.5 m

.2 Width: *minimum* 0.6 m

6.30.20 LOCATION OF BICYCLE PARKING SPACE

.1 All *bicycle parking spaces* shall be located on the same *lot* as the *use* they are intended to serve.

.2 Each *bicycle parking space* shall be paved and maintained with a *hard surface* and having thereon a corrosion resistant metal bicycle storage rack capable of accommodating a bicycle in a secure manner.

.3 A *bicycle parking space* shall not hinder, impede, or obstruct the movement of a bicycle, motor assisted bicycle, person, or vehicle, and when located on or adjacent to a *private walkway*, a *bicycle parking space* shall be setback a minimum of 2.0 m from a *building* entrance or exit, an *access aisle*, an *accessible parking space*, or a curb cut or curb ramp for an *accessible parking space*.

.4 Required *bicycle parking spaces* located inside a *building* or not visible from an *access area* to the *lot* shall be identified by an Information and Operational Sign as set out in the City of Windsor Sign By-law.

6.40 LOADING SPACE PROVISIONS

6.40.1 REQUIRED LOADING SPACES

.1 The *gross floor area* used for an *access area*, *accessible parking space*, *bicycle parking space*, *loading space*, *parking area*, *parking space*, or *visitor parking space* located within, on, or under a *building* shall be excluded when calculating the *required* number of *loading spaces*.

.3 For a *Multiple Dwelling* with 11 or more *dwelling units* or a *Residential Care Facility*, the *required* number of *loading spaces* shall be provided as specified in Table 6.40.1.3.

TABLE 6.40.1.3		
	GROSS FLOOR AREA	**NUMBER OF LOADING SPACES**
.1	1,000 m² or less	0
.2	Over 1,000 m² to 7,500 m²	1
.3	Over 7,500 m² to 15,000 m²	2
.4	Over 15,000 m² to 22,500 m²	3
.5	Over 22,500 m²	4

.5 For any other non-residential *building*, the *required* number of *loading spaces* shall be provided as specified in Table 6.40.1.5.

TABLE 6.40.1.5		
	GROSS FLOOR AREA	**NUMBER OF LOADING SPACES**
.1	275 m² or less	0
.2	Over 275 m² to 2,500 m²	1
.3	Over 2,500 m² to 7,500 m²	2
.4	Over 7,500 m² to 15,000 m²	3
.5	Over 15,000 m²	4

.7 For a *Combined Use Building*, the *required* number of *loading spaces* shall be calculated separately for:

a) *dwelling units*, where the *building* contains 11 or more *dwelling units*, using the *gross floor area* occupied by the *dwelling units*, including common areas and areas used to access or service the *dwelling units*, in accordance with Table 6.40.1.3; and

b) all areas not occupied by *dwelling units*, using the *gross floor area* of those areas in accordance with Table 6.40.1.5.

The total number of *loading spaces* required by this section shall not exceed four.

.9 A *Power Generation Facility* or a *Self-storage Facility* shall require one *loading space*.

6.40.10 DIMENSIONS OF LOADING SPACE

A *loading space* shall have the following dimensions:

.1 Length: *minimum* 7.5 m

.2 Width: *minimum* 3.0 m

.3 Height Clearance: *minimum* 3.5 m throughout its length and width.

6.40.20 LOCATION OF LOADING SPACE

.1 A *loading space* shall be located on the same *lot* as the *use* it serves.

.2 A *loading space* may be located within a *parking area*, provided that:

a) the *loading space* and *access area* comply with Section 6.70; and

b) the *loading space* is designed to not impede the safe movement of persons or vehicles within the *parking area*.

.90 A *loading space*, and an *access area* serving it, is prohibited:

a) in a *required front yard*;

b) in a *required landscaped area*; or

c) within 6.0 m of the point of intersection of:

1. two *exterior lot lines*;
2. an *exterior lot line* and an *alley*; or
3. an *exterior lot line* and a railway right-of-way.

6.50 STACKING SPACE PROVISONS

6.50.1 REQUIRED STACKING SPACES

A *stacking space* shall be provided as follows:

.1 *Car Wash Automatic*: A *minimum* of 10 *stacking spaces* before the entrance to, and 1 *stacking space* after the exit from, the car wash.

.2 *Car Wash Coin-operated*: A *minimum* of 2 *stacking spaces* before each wash stall.

.4 *Food Outlet – Drive-Through* or *Restaurant with Drive-through*: *minimum*: 12 *stacking spaces* before the pick-up window.

.6 *Gas Bar* or *Service Station*: A *minimum* of 1 *stacking space* before, and 1 *stacking space* after, each fuel pump island.

.8 Propane fuel facility that provides service to the public: A *minimum* of 1 *stacking space* adjacent to each propane fuelling pump.

.10 Any other drive-through service: A *minimum* of 5 *stacking spaces* before the drive-through service window or self-serve facility.

6.50.10 DIMENSIONS OF STACKING SPACE

A *stacking space* shall have the following dimensions:

.1 Length: *minimum* 5.5 m

.2 Width: *minimum* 3.5 m

6.50.20 LOCATION OF STACKING SPACE

.1 All *stacking spaces* shall be located on the same *lot* as the *use* they are intended to serve.

.3 A *stacking space* does not form part of a *parking area* but may be connected to a *parking area*.

.5 The use of an *access area*, *accessible parking space*, *alley*, *drive aisle*, *parking aisle*, *parking space*, *required landscape area*, *required yard*, *street*, or *visitor parking space* as a *stacking space* is prohibited.

.7 If a *stacking space* is located less than 20.0 m of a *habitable room window*, measured from the nearest point of the *stacking space* to the nearest point of the *habitable room window*, then a *screening fence* having a *minimum* height of 1.2 m shall be provided and maintained between the *stacking space* and the *habitable room window* so as to prevent *motor vehicle* headlights from projecting into the *habitable room window*.

.9 For a *Food Outlet – Drive-Through* or *Restaurant with Drive-through*, a *stacking space* shall have a *minimum* separation from a *dwelling* or *dwelling unit* of 30.0 m, measured from the nearest point of the *stacking space* to the nearest point of the *dwelling* or *dwelling unit*, except:

a) if a noise barrier wall having a *minimum* height of 1.8 m or a *building wall* is located between the *stacking space* and the *dwelling* or *dwelling unit*, then the *minimum* separation shall be 15.0 m; and

b) Subsection .9 does not apply to:

1. A *Food Outlet – Drive-Through* or *Restaurant with Drive-through* that existed on a *lot* on or before November 1, 2004; or

2. The replacement of an existing *Food Outlet – Drive-Through* or *Restaurant with Drive-through* on the same *lot*.

.11 Any separation required in 6.50.20.7 or 6.50.20.9 shall be maintained exclusively as a *landscaped area*.

6.70 PARKING AREA PROVISIONS

6.70.10 GENERAL PARKING AREA PROVISIONS

.1 All *accessible parking spaces*, *parking spaces*, and *visitor parking spaces* shall have direct access to a *parking aisle*.

.3 A *parking area* shall be:

a) graded and drained into a municipal sewer system to prevent the runoff of surface water onto a *highway* or abutting properties;

b) surfaced with, and maintained as, a *hard surface*; and

c) maintained in a safe condition and free from hazards that may impede the movement of persons or vehicles.

.5 The following shall be maintained exclusively as a *required landscaped area*:

a) A separation required by Section 6.50.20

b) A parking area separation required by Section 6.70.20

c) A separation required by Section 6.70.40

d) A *parking island* required by Section 6.70.50

.7 A curb shall:

a) bound the perimeter of a *parking area*;

b) separate a *landscaped area*, *parking island*, or parking area separation from the *parking area*; and

c) be constructed of poured-in-place concrete, be continuous, and have a *minimum* width of 15.0 cm and a *minimum* height of 15.0 cm. Any other type of curbing, including a parking stop, is prohibited.

d) Notwithstanding clause c), a curb cut is permitted:

1) to comply with the provisions of Sections 6.20.9.20 and 6.20.9.25;

2) for a ramp providing pedestrian or bicycle access, or the movement of goods and services; or

3) for the purpose of stormwater drainage as identified in a stormwater management plan approved by the City Engineer.

.11 Only full cutoff lighting shall illuminate a *parking area*. Any other lighting is prohibited.

.13 If a *parking area* abuts a *lot* containing a *dwelling unit* and any part of the *parking area* is located within 4.50 m of the *dwelling unit*, then a *screening fenc*e having a minimum height of 1.20 m shall be provided along the abutting *lot line*.

.15 If a *parking area* abuts an *alley* and has an *access area* that connects the *parking area* to the *alley*, then a *screening fence* located within 6.00 m of the *access area* shall have a height of 0.90 m. This provision does not apply to that portion of the *parking area* where *parking spaces* have direct access to the *alley*.

6.70.20 PARKING AREA SEPARATION

A *parking area* separation shall be provided as specified in Table 6.70.20.

TABLE 6.70.20: PARKING AREA SEPARATION

PARKING AREA SEPARATION FROM		MINIMUM
.1	Huron Church Road between the south limit of College Avenue and the north limit of the EC Row Expressway	10.00 m
	Save for Parts 4 & 5, Plan 12R-12366, Part Lots 1346 to 1360, Part Lot 1820 and Part Block A, Registered Plan 1059 (situated on the west side of Huron Church Road, north of Tecumseh Road West)	3.00 m
.2	Any other *street*	3.00 m
.3	An *interior lot line* or *alley*	0.90 m
.4	An *interior lot line* parallel to Church Street on a *lot* located in a Commercial District 3.9	10.00 m
.5	A *building* wall located on the same *lot* as the *parking area* in which is located a principal pedestrian entrance facing the *parking area*	2.00 m
.6	A *building wall* located on the same *lot* as the *parking area* in which a *habitable room window* is located within 4.0 m of the surface of the *parking area*	4.00 m
.7	Any other *building* wall located on the same *lot* as the *parking area*	0.30 m

6.70.30 ACCESS AREA

.1 Ingress to a *parking area* from, or egress from a *parking area* to, a *highway* shall be by way of an *access area*.

.2 An *access area* may cross a *required yard* or *required landscaped area*.

.4 An *access area* exclusively serving a *loading space* or serving a *building* in a Manufacturing District 1 or Manufacturing District 2 shall have one or more one-way lanes. Each lane shall have a *minimum* width of 3.50 m and a *maximum* width of 6.50 m.

.6 An *access area* for any other *use* shall have one or more one-way lanes. Each lane shall have a *minimum* width of 3.50 m and a *maximum* width of 4.50 m.

.8 The width of each lane in an *access area* shall be measured at a point not more than 3.00 m from the *lot line* crossed by the *access area*.

.9 The width of the *access area* where it crosses the *lot line* shall be a *minimum* of the width required by Section 6.70.30.8.

6.70.40 DRIVE AISLE

.1 A *drive aisle* within a *highway* is prohibited.

.2 A *drive aisle* shall be designed so that access between the *drive aisle* and a *highway* is provided only by way of an *access area*.

.4 A *drive aisle* shall have a *minimum* width of 6.0 m where its length is less than 50.0 m and 7.5 m where its length is 50.0 m or more. The *required* width shall be maintained for the entire length of the *drive aisle*.

.6 The minimum separation between a *drive aisle* and an *accessible parking space*, *parking space*, or *visitor parking space* shall be 2.50 m.

6.70.50 PARKING AISLE

.1 A *parking aisle* is permitted within an *alley*.

.2 A *parking aisle* is prohibited within a *street*.

.3 A *parking aisle* shall be designed to prevent any *motor vehicle* utilizing the *parking aisle* from entering upon a *street*, or upon an *alley* where the *parking aisle* is not located wholly or partly within an *alley*, except by way of an *access area*.

.5 If a *parking aisle* is located wholly or partly within an *alley*, then the *alley* shall be deemed to be the *access area* and shall be deemed to comply with Sections 6.70.30.1 and 6.70.30.4 through 6.70.30.6.

.10 The *minimum* width of a *parking aisle* shall be as specified in Table 6.70.50.10.

TABLE 6.70.50.10: PARKING AISLE WIDTH

	ANGLE OF *PARKING SPACE* RELATIVE TO THE *PARKING AISLE*	***MINIMUM* WIDTH OF *PARKING AISLE***
.1	30.0°	3.50 m
.2	45.0°	4.50 m
.3	60.0°	5.50 m
.4	90.0°	6.00 m
.5	All angles and widths not indicated above are deemed to be the next highest angle and width indicated.	

.11 If a *parking aisle* is less than 5.50 m wide, then it shall be designed for one-way vehicular movement, with a vehicular ingress at one end and a vehicular egress at the other end.

.20 If a *parking aisle* has a length of 50.0 m or more and intersects with another *parking aisle*, then there shall be provided at the intersection of the *parking aisles* a *parking island* having a *minimum* width of 2.50 m.

6.80 PUBLIC PARKING AREA PROVISIONS

6.80.1 Section 6.70 and the following additional provisions apply to a *Public Parking Area*:

.1 A *Public Parking Area* within any *required yard* or *required landscaped area* of any *Dwelling* or *Combined Use Building* is prohibited.

.5 A *building* for a parking attendant having a *maximum gross floor area* of 5.0 m² and a *maximum building height* of 3.0 m is permitted within a *Public Parking Area*. Any other *building* within a *Public Parking Area* is prohibited.

6.85 PARKING GARAGE PROVISIONS

6.85.1 Sections 6.70.1, 6.70.10, 6.70.30, and 6.70.40.3 to 6.70.40.6, and the following additional provisions apply to a *Parking Garage*:

.1 A *minimum* separation distance of 6.0 m shall be provided between an access ramp and an *access area*.

.5 If any portion of a *Parking Garage* located above grade faces a *habitable room window* and is not separated from the *habitable room window* by a *street*, then perimeter screening shall be provided on each above-grade level of the *Parking Garage* to prevent light from *motor vehicle* headlights from projecting into the *habitable room window*.

6.90 TRADITIONAL COMMERCIAL STREET: OFF-STREET PARKING PROVISIONS

6.90.1 ADDITIONAL PERMITTED MAIN USES

1. *Parking Garage* in a *Combined Use Building*, provided that a *minimum building* depth of 10.0 m of the *ground floor area* abutting the *traditional commercial street* is occupied by a permitted *main use*.

6.90.3 PROHIBITED USES

.1 A *Public Parking Area* is prohibited, except a *Public Parking Area* only containing *bicycle parking spaces*.

6.90.5 ADDITIONAL PROVISIONS

.1 For any *parking area* with five or more *parking spaces*, that portion of the *parking area* not used for an *access area, accessible parking space*, *drive aisle, loading space*, *parking aisle, parking space, stacking space*, or *visitor parking space*, shall be maintained exclusively as a *required landscaped area*.

.3 For any *new or expanded parking area, parking garage, access area,* and *stacking space* except for the Drouillard Road area shown on Schedule P.5 Off-Street Parking Overlay and any *school* drop-off / pick-up area, the following additional provisions apply:

a) An *accessible parking space, drive aisle, parking aisle*, *parking space, stacking space*, or *visitor parking space* is prohibited between the *traditional commercial street* and:

1) the *rear wall* of the *building* located on the same *lot*; and

2) 10.0 m from the *exterior lot line* that abuts a *traditional commercial street*,

whichever distance is greater.

b) If access can be provided from a *street* not identified as a *traditional commercial street* or from an *alley*, then an *access area* to or from a *traditional commercial street* is prohibited.

c) If an *access area* cannot be provided from a *street* not identified as a *traditional commercial street* or from an *alley*, then a *maximum* of one *access area* may be provided from a *traditional commercial street*.

d) For a *parking area* with 19 or fewer *parking spaces*, the *minimum* width of the *access area* shall be 3.0 m.

e) For any *parking area*, the *maximum* width of the *access area* shall be 7.0 m.

.5 For any *new or expanded parking area*, *parking garage, access area*, and *stacking space* in the Drouillard Road area shown on Schedule P.5 Off-Street Parking Overlay, the following additional provisions apply:

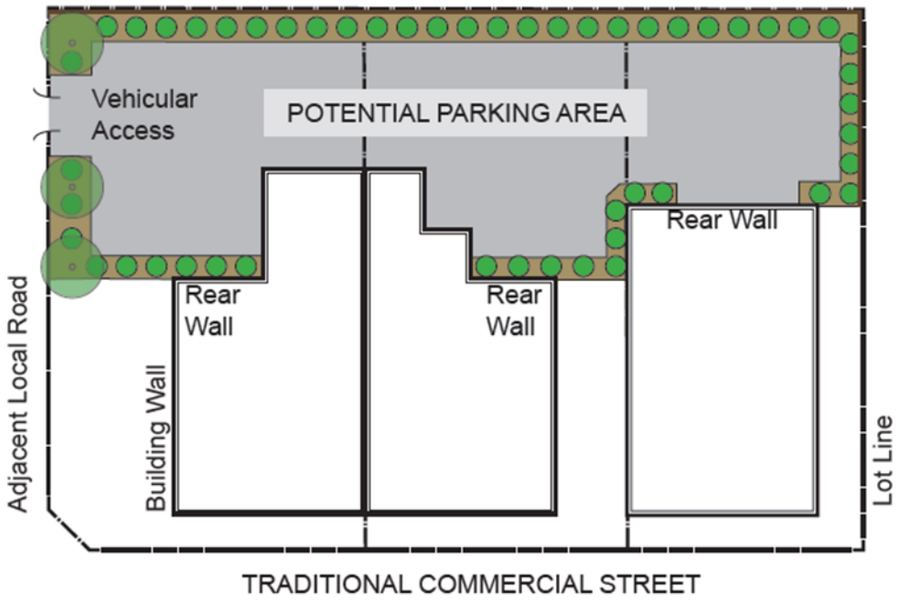
a) An *accessible parking space, drive aisle, parking aisle*, *parking space, stacking space*, or *visitor parking space* is prohibited between the *traditional commercial street* and the building wall located closest to the *traditional commercial street*.

b) A *maximum* of one *access area* may be provided from a *traditional commercial street*.

c) For a *parking area* with 19 or fewer *parking spaces* the *minimum* width of the *access area* shall be 3.0 m.

d) For any *parking area*, the *maximum* width of the *access area* shall be 7.0 m.

ILLUSTRATION 6.90: EXAMPLE OF POTENTIAL PARKING AREA



THE CITY OF WINDSOR ONTARIO, CANADA

Council Report: S 114/2026

Subject: Heritage Conservation Policies and Walkerville Heritage Schedule File No. OPA 207 [OPA/7407] - City Wide

Reference:

Date to Council: December 1, 2026
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Planning & Building Services
Report Date:
Clerk's File #: Z/15238

To: Mayor and Members of City Council

Recommendation:

THAT Official Plan Amendment No. 207 [OPA/7407], attached as Appendix A, which updates the City of Windsor Official Plan's heritage conservation policies and terminology and revises Schedule G: Civic Image to support the implementation of the proposed Walkerville Heritage Conservation District Plan, as detailed in Report [S105/2026], **BE ADOPTED.**

Background:

The Walkerville Heritage Conservation District (WHCD) Study, prepared by the City of Windsor; in collaboration with M. R. Letourneau and Associates Inc., was received and its six recommendations contained within were adopted by City Council on May 26, 2025 through Council Resolution CR 219/2025.

The WHCD Study was prepared in accordance with Section 40(2) of the Ontario Heritage Act, which sets out the requirements for a heritage conservation district study. These requirements include recommending the geographic boundaries of the proposed

district and identifying changes needed to the municipality's official plan and to any municipal by-laws, including any zoning by-laws. These recommendations were brought forward through the WHCD Study Report, and adopted through Recommendation II. 2. and 3. of Council Resolution CR 219/2025:

II. That the six recommendations within the Walkerville HCD Study Report BE ADOPTED:

2. That the boundary identified by the black dashed line in Figure 2 herein, as further shown in Appendix "B" (the "Recommended Boundary") BE ADOPTED as the boundary for the Walkerville Heritage Conservation District;

3. That the recommended policy and process changes identified within Appendix C of the Walkerville HCD Study Report BE ADOPTED and Administration BE DIRECTED to pursue their implementation;

Official Plan Amendment No. 207 proposes updates to the City of Windsor's Official Plan heritage conservation policies and related mapping to strengthen the City's heritage conservation framework and align it with current provincial legislation. These changes would provide a broader municipal policy framework to complement the proposed WHCD designation and the WHCD Plan, which would guide the conservation of the area's identified cultural heritage value and attributes and the management of future change within the district.

To support a coordinated approach, this report is being presented concurrently with Report [S105/2026], which addresses the proposed designation of the Walkerville HCD under Part V of the *Ontario Heritage Act*. Although the two proposals are related, they involve separate decisions. This report recommends adoption of Official Plan Amendment No. 207 only; it does not constitute a decision to designate the District.

Proposed Official Plan Amendment

The City of Windsor Official Plan establishes the policy framework for identifying, conserving, and managing heritage resources through municipal planning and heritage processes. The proposed Official Plan Amendment consists of two principal components:

1. Policy and terminology updates: Amendments to Chapter 9: Heritage Conservation, with related changes to Chapters 1, 3, 6, 8, 10 and 11, to update heritage conservation policies and municipal definitions in consideration of and in consistency with the *Planning Act*, the *Ontario Heritage Act*, and the *Provincial Planning Statement, 2024*. The updated policies outline criteria for identifying heritage resources within the City of Windsor.

Key Amendments

- **Revised goal and objectives:** Expands the focus from recognition and management to identification, conservation, and promotion of heritage resources.
- **Modernized definitions:** Updates the definitions of heritage resources and adds or clarifies definitions for protected heritage properties, heritage areas, heritage conservation districts, heritage attributes, and adjacent lands.

- **Alignment with legislation:** Replaces outdated references and criteria with broader references to the *Ontario Heritage Act* and applicable regulations, including requirements for individual property designation, heritage conservation district designation, and the Municipal Heritage Register.
- **Conservation tools:** Clarifies municipal tools for heritage conservation in regards to demolition, removal, alteration, heritage easements, property standards, adaptive reuse, relocation, financial securities, and Council-approved incentive programs.
- **Development review requirements:** Replaces the former Built Heritage Impact Study approach with an updated Heritage Impact Assessment framework, supported by revised Terms of Reference for development or site alteration on or adjacent to heritage resources. Development of new Heritage Documentation & Salvage Assessment Terms of Reference.
- **Heritage Design:** Strengthens consideration of massing, scale, setbacks, landscapes, views, vistas, shadow impacts, infrastructure, and consistency with applicable heritage conservation district plans.
- **Additional implementation approaches:** Introduces policy tools for exploration of form-based zoning, proactive heritage strategies, financial securities, and partnerships supporting energy efficiency while maintaining heritage character.
- **Housekeeping changes:** Removes outdated or duplicative language, including former bonusing and specific fund references, and replaces it with broader policy language.

2. Schedule G: Civic Image revisions: Schedule G identifies elements that contribute to Windsor's civic image, including Heritage Conservation Districts and Heritage Areas. The proposed revision consists of two components to help property owners, applicants, and municipal staff interpret the Official Plan together with the proposed WHCD Plan.

- Adds the proposed WHCD boundary
- Adds the expanded Walkerville Heritage Area boundary

The proposed mapping supports the WHCD but does not designate it under the *Ontario Heritage Act*. The complete proposed amendment text and revised Schedule G mapping are provided in "Appendix A" of this report.

Discussion:

The proposed Official Plan Amendment is intended to align the City's heritage conservation policies and mapping with the applicable provincial planning framework and the WHCD Plan. The following legislative and policy provisions provide the context for the amendment:

Planning Act

Section 2 of the *Planning Act* identifies the conservation of features of significant architectural, cultural, historical, archaeological, or scientific interest as a matter of provincial interest. Municipal councils and other planning authorities must have regard to applicable matters of provincial interest when making decisions under the Act.

Section 3 of the *Planning Act* requires decisions of municipal councils and other planning authorities that affect planning matters to be consistent with applicable provincial policy statements issued under the Act.

Provincial Planning Statement, 2024

The *Provincial Planning Statement, 2024*, which came into effect on October 20, 2024, establishes provincial land-use planning policies, including direction relating to cultural heritage and archaeology.

Section 4.6 of the *Provincial Planning Statement, 2024* addresses cultural heritage and archaeology. Relevant policies include:

4.6.1 Protected heritage property, which may contain built heritage resources or cultural heritage landscapes, shall be conserved.

4.6.3 Development and site alteration on lands adjacent to protected heritage property are not to be permitted unless the heritage attributes of the protected heritage property will be conserved.

4.6.4 Planning authorities are encouraged to develop and implement archaeological management plans and proactive strategies for conserving significant built heritage resources and cultural heritage landscapes.

The proposed policy, terminology, and mapping updates support implementation of this provincial direction through the City's Official Plan.

***Ontario Heritage Act* – Heritage Conservation Districts**

Part V of the *Ontario Heritage Act* authorizes a municipal council to designate a defined area as a heritage conservation district where the applicable statutory requirements are satisfied. These requirements include having Official Plan provisions relating to the establishment of heritage conservation districts and, where required, showing that the proposed district meets the prescribed criteria for cultural heritage value or interest.

Should the Walkerville Heritage Conservation District be designated, its designation by-law and WHCD Plan would guide the review of changes within the District. Depending on the proposed work and applicable legal requirements, alterations, demolition, removal of buildings or structures, and new development may require municipal approval and a heritage permit.

Risk Analysis:

If the proposed Official Plan Amendment is not adopted, the Official Plan would not include the proposed heritage policy, terminology, or Schedule G mapping updates. This would create inconsistencies with the implementation of the proposed WHCD mapping, and provincial legislation, resulting in uncertainty for property owners, applicants, and municipal staff.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

There are no direct financial implications arising solely from the adoption of the proposed Official Plan Amendment. Financial matters associated with the preparation and implementation of the Walkerville Heritage Conservation District Plan are addressed separately in Report [S105/2026].

Consultations:

Community and stakeholder consultation informed the proposed boundary of the WHCD, boundary of the expanded Walkerville Heritage Area, heritage conservation framework, and proposed direction for managing change. Report [S105/2026] details the consultation methods, feedback received, and resulting revisions to the WHCD Plan.

The required statutory public notice was posted in the Windsor Star in advance of the meeting of the Development & Heritage Standing Committee.

Conclusion:

Official Plan Amendment No. 207 updates the City of Windsor Official Plan's heritage conservation policies, terminology, and Schedule G mapping to complement and implement the proposed Walkerville Heritage Conservation District Plan and associated boundaries.

Together, the proposals establish a coordinated municipal framework for conserving the District's identified cultural heritage value and attributes.

Administration therefore recommends that Council adopt Official Plan Amendment No. 207, attached as Appendix A.

Planning Act Matters:

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

Jim Abbs, MCIP, RPP
Manager –Planning, Land Info & Special Projects

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
Frank Garardo	Planner III – Policy & Special Studies
Jim Abbs	Manager – Planning, Land Info & Special Projects
Jason Campigotto	Deputy City Planner – Growth
Aaron Farough	Senior Legal Counsel, Legal Services & Real Estate

Neil Robertson	City Planner
Jelena Payne	Deputy CAO/Commissioner, Economic Development
Ray Mensour	Chief Administrative Officer

Appendices:

Appendix A: Proposed Official Plan Amendment No. 207
Appendix B: Proposed Official Plan Amendment Revision Chart

AMENDMENT NO. 207
TO THE
CITY OF WINDSOR OFFICIAL PLAN

Part E (Details of the Amendment) of the following text and attached Schedule G of the City of Windsor Official Plan constitute Amendment No. 207.

Also included, but not constituting part of the Amendment, are explanations of purpose, location, background, legislative and policy basis, public involvement, and implementation.

Appendix A – Official Plan Amendment

A. PURPOSE

This amendment has been prepared to satisfy the requirement under the *Ontario Heritage Act* for a policy review as part of a heritage conservation district study. The amendments support the designation, conservation, and implementation of Heritage Conservation Districts within the City of Windsor.

The policies include enabling language as a tool to support the review of applications under the *Ontario Heritage Act*, the *Planning Act*, and the *Building Code Act*. If the City of Windsor elects to use this tool, it may be integrated through the Heritage Conservation District Plan and Guidelines process. The revised policies also strengthen support for conservation within Heritage Areas, improve consistency in terminology, and reflect recent changes to Ontario's heritage planning legislation.

B. LOCATION

The changes made apply to all land within the municipal boundaries of the City.

C. BACKGROUND

A community's identity and civic pride are rooted in its physical and cultural links to the past. The City of Windsor's *Official Plan* supports the identification, protection, conservation, and management of heritage resources, including buildings, structures, archaeological and historic sites, cultural heritage landscapes, and landmarks of cultural heritage value or interest.

Under the *Ontario Heritage Act*, the City may designate properties and areas of cultural heritage value or interest to support their long-term conservation. Heritage conservation is also integrated into municipal planning through tools such as site plan control, zoning by-law amendments, secondary plans, heritage permits, and archaeological assessments where required.

This amendment updates the Official Plan's heritage conservation framework to reflect current provincial legislation, contemporary heritage planning standards, the 2024 Provincial Planning Statement, and updated terminology under the *Ontario Heritage Act*. It also responds to the Walkerville Heritage Conservation District Study by updating relevant policies and revising Schedule G: Civic Image to identify the Walkerville Heritage Conservation District Areas.

Most of the proposed policy changes are located in Chapter 9: Heritage Conservation, with related amendments to Chapters 1, 3, 6, 8, 10 and 11. Together, these changes strengthen the City's ability to conserve cultural heritage resources, support implementation of the Walkerville Heritage Conservation District, and maintain consistency with current legislative and policy requirements.

D. LEGISLATIVE CONTEXT AND POLICY BASIS FOR THE AMENDMENT

Refer to the Council Report for Legislative context.

Official Plan

Appendix A – Official Plan Amendment

Chapter 9 of the City of Windsor Official Plan currently addresses Heritage Conservation including:

	9.1	**Goal**
RECOGNIZE CONSERVE & ENHANCE	9.1.1	The identification, recognition, protection, conservation, enhancement and proper management of heritage resources.

	9.2	**Objectives**
CONSERVATION MANAGEMENT	9.2.1	To conserve Windsor's heritage resources for the benefit of the community and posterity in a manner which respects their architectural, historical and contextual significance and ensures their future viability as functional components of Windsor's urban environment.
INTEGRATE WITH PLANNING INITIATIVES	9.2.2	To integrate the conservation of heritage resources into comprehensive planning and urban design initiatives.
LEADERSHIP BY EXAMPLE	9.2.3	To lead the community in the protection, improvement, utilization and management of heritage resources by using municipally owned heritage properties as examples of proper conservation and stewardship.
PUBLIC AWARENESS & PARTICIPATION	9.2.4	To increase awareness and appreciation of Windsor's heritage resources and encourage participation by individuals, organizations and other levels of government in heritage conservation.
ARCHAEOLOGICAL CONSERVATION	9.2.5	To identify, protect and conserve Windsor's archaeological resources in place wherever possible and encourage development that respects Windsor's archaeological heritage. Through an understanding of, and measures to protect archaeological heritage, Windsor can incorporate the past into planning for the future. **(Added by OPA #181– September 09, 2024– By law 139-2024)**
INDIGENOUS COMMUNITY ENGAGEMENT	9.2.6	To recognize that the lands within its jurisdiction are of interest to a number of Indigenous communities. As such, Windsor will engage with all such communities in the land development process. **(Added by OPA #181– September 09, 2024– By law 139-2024)**

PROVINCIAL LEGISLATION	9.2.7	To use as appropriate all relevant Provincial legislation that references the conservation of cultural heritage resources, particularly the provisions of the Ontario Heritage Act, the Planning Act, the Environmental Assessment Act and the Funeral, Burial and Cremation Services Act in order to identify and conserve Windsor's cultural heritage including archaeological resources. **(Added by OPA #181– September 09, 2024– By law 139-2024)**

9.3.7 Heritage Resources and Planning Initiatives

9.3.7.1 Council will integrate heritage conservation into the development and infrastructure approval process by:

PLANNING STUDIES

(a) Ensuring that secondary plan studies, community improvement plans and other planning studies identify heritage resources which may exist in the areas under study and propose means to protect and enhance those heritage resources;

BUILT HERITAGE IMPACT STUDY

(b) To ensure that properties designated under sections IV, V, or VI of the *Ontario Heritage Act* (designated properties) are conserved, development of any adjacent property shall be required to:

(i) Prepare a Built Heritage Impact Study to identify potential adverse impacts on the designated property, and

(ii) In the event any adverse impacts are identified in the Built Heritage Impact Study, then the development shall be subject to the Site Plan Control process to ensure appropriate mitigation measures are implemented;

APPROVAL PROCESS

(d) Utilizing the planning approval process (subdivisions / condominiums, official plan amendments, zoning amendments, site plan control, consent, minor variance, demolition control) to facilitate the retention of heritage resources, and to ensure any proposed development is compatible with heritage resources;

E. THE AMENDMENT

Summary of Revisions to Heritage Policies

Many of the Official Plan policies related to Heritage remain. Schedule G: Civic Image is proposed to be updated to include the boundary designation of the Walkerville Heritage Conservation District.

Appendix A – Official Plan Amendment

The City of Windsor Official Plan establishes the policy framework for identifying, conserving, and managing heritage resources through municipal planning and heritage processes. The proposed Official Plan Amendment consists of two principal components:

1. Policy and terminology updates: Amendments to Chapter 9: Heritage Conservation, with related changes to Chapters 1, 3, 6, 8, 10 and 11, to update heritage conservation policies and municipal definitions in consideration of and in consistency with the *Planning Act*, the *Ontario Heritage Act*, and the *Provincial Planning Statement, 2024*. The updated policies outline criteria for identifying heritage resources within the City of Windsor.

Key Amendments

- **Revised goal and objectives:** Expands the focus from recognition and management to identification, conservation, and promotion of heritage resources.
- **Modernized definitions:** Updates the definitions of heritage resources and adds or clarifies definitions for protected heritage properties, heritage areas, heritage conservation districts, heritage attributes, and adjacent lands.
- **Alignment with legislation:** Replaces outdated references and criteria with broader references to the *Ontario Heritage Act* and applicable regulations, including requirements for individual property designation, heritage conservation district designation, and the Municipal Heritage Register.
- **Conservation tools:** Clarifies municipal tools for heritage conservation in regards to demolition, removal, alteration, heritage easements, property standards, adaptive reuse, relocation, financial securities, and Council-approved incentive programs.
- **Development review requirements:** Replaces the former Built Heritage Impact Study approach with an updated Heritage Impact Assessment framework, supported by revised Terms of Reference for development or site alteration on or adjacent to heritage resources, prepared in accordance with City terms of reference and potentially subject to peer review._Development of new Heritage Documentation & Salvage assessment and Terms of Reference.
- **Heritage Design:** Strengthens consideration of massing, scale, setbacks, landscapes, views, vistas, shadow impacts, infrastructure, and consistency with applicable heritage conservation district plans.
- **Additional implementation approaches:** Introduces policy tools for the exploration of form-based zoning, proactive heritage strategies, financial securities, and partnerships supporting energy efficiency while maintaining heritage character.
- **Housekeeping changes:** Removes outdated or duplicative language, including former bonusing and specific fund references, and replaces it with broader policy language.

2. Schedule G: Civic Image revisions: Schedule G identifies elements that contribute to Windsor's civic image, including Heritage Conservation Districts and Heritage Areas. The proposed revision consists of two components to help property owners, applicants, and municipal staff interpret the Official Plan together with the proposed WHCD Plan.

- Adds the proposed WHCD boundary
- Adds the expanded Walkerville Heritage Area boundary

Details of Official Plan Amendment

1) That Schedule "G" Civic Image of Volume I: The Primary Plan of the City of Windsor Official Plan BE DELETED and REPLACED with "Schedule G: Civic Image" as contained in this amendment.
2) That Chapter 9, Volume I: The Primary Plan is hereby amended by:
    - Deleting all references in the text by replacing the word "protect" with the word "conserve" throughout the chapter.
3) That the City of Windsor Official Plan Volume I & Volume II is hereby amended by adding and replacing the following sections:

Section	Reference Number	Amended Policy
Distinctive Neighbourhood Character	3.2.1.3	Windsor will keep much of what gives its existing neighbourhoods their character – trees and greenery, heritage resources, distinctive area identities, parks, and generally low profile development outside the City Centre. Around the neighbourhood centres, the existing character of the neighbourhood will be retained and enhanced. Newly developing areas will be planned to foster their own unique neighbourhood.
Heritage Conservation	6.3.2.17	Councill shall require development, site alteration and proposed changes to heritage resources or adjacent to heritage resources, to conserve and not negatively impact the cultural heritage value in accordance with the accordance with the Heritage Conservation chapter of this plan. Infill and intensification within Mature Neighbourhoods, shown on Schedule A-1, shall be consistent with the built form, height, massing, architecture, and landscape of the area. Council will adopt Design Guidelines to assist in the design and review of development in these areas.
Additional Dwelling Units	6.3.2.31	Additional dwelling units located within a heritage conservation district or located on a protected heritage property must adhere to the policies of chapter 9 of this plan and to the requirements of the Ontario Heritage Act.

Heritage Conservation	6.4.2.5	Council shall encourage the conservation and adaptive reuse of heritage resources within areas designated as Industrial or Business Park in accordance with the Heritage Conservation chapter of this Plan.
Heritage Areas and Conservation Districts	8.2.2.3	Council will ensure that a proposed development or infrastructure undertaking maintains, reinforces, and enhances the character of Heritage Areas and Heritage Conservation Districts as identified on Schedule G. All works shall be undertaken in accordance with the Heritage Conservation chapter of this Plan as well as any Heritage Conservation District Plans. In the event of conflict between the Official Plan and a HCD Plan, the heritage conservation district policies shall prevail.
Heritage Areas	8.2.2.4	Council will ensure that a proposed development or infrastructure undertaking maintains, reinforces and enhances the character of a Heritage Area as identified in Schedule G in accordance with the Heritage Conservation chapter of this Plan.
Development or Infrastructure Evaluation	8.2.2.7	Council will ensure that a proposed development or infrastructure undertaking enhances the image of Windsor, its districts and/or its neighbourhoods by complementing and contributing to: a. the activity of the area together with the character, scale, appearance and design features of existing buildings; b. the landmarks in the area c. the consistency and continuity of the area with its surroundings; d. the edges of the area; and e. linkages within, to and from the area; f. sustainable design and maintenance. g. the conservation of heritage resources including protected heritage properties, heritage areas, heritage conservation districts, built heritage resources, archaeological resources/sites, and cultural heritage landscapes.
Exterior Design	8.7.2.10	Council will consider the preparation of building design guidelines as part of new development or redevelopment involving: (a) Civic Ways; (b) Mainstreets; (c) Heritage Areas; (d) Business Improvement Areas; (e) Gateways; (f) Community Improvement Areas; and, (g) Special Policy Areas; and,

		h) Heritage Conservation Districts
Landscaping	8.5.2.5	Council will encourage the use of landscaping to: (a) promote a human scale; (b) promote defined public spaces; (c) accentuate or screen adjacent building forms; (d) frame desired views or focal objects; (e) visually reinforce a location; (f) direct pedestrian movement; (g) demarcate various functions within a development; (h) provide seasonal variation in form, colour, texture and representation; (i) assist in energy conservation; and (j) mitigate the effects of inclement weather; and/or, k) conserve and protect identified heritage resources.
Energy Conservation	8.5.2.8	Council will encourage energy conservation through various guidelines that promote: (a) energy efficient designs, materials and alternative energy sources such as water, wind and sun; (b) a compact pattern of development that clusters compatible uses within close proximity to one another; (b) a compact, transit-oriented pattern of development that clusters compatible uses within close proximity to one another at densities that make transit service a viable investment; (c) landscaping that can assist in reducing heating and cooling requirements; (d) the conversion and reuse of buildings including built heritage resources; and (e) a sustainable, effective and efficient transportation system
Complementary Design	8.7.1.2	To achieve a complementary design relationship between new and existing development, while accommodating an evolution of urban design styles as determined by policies and guidelines adopted by Council.
Unique Character	8.7.1.5	To enhance the unique character of a district, neighbourhood, prominent building or grouping of buildings. This includes the areas identified on Schedule G.
New Development	8.7.2.1	Council will ensure that the design of new development: (a) is complementary to adjacent development in terms of its overall massing, orientation, setback and exterior design, character, scale and appearance; (b) provides links with pedestrian, cycle, public transportation and road networks; and

		(c) maintains and enhances: i. heritage resources – such as protected heritage properties, heritage conservation districts, heritage areas, built heritage resources, archaeological resources/sites, and/or cultural heritage landscapes; ii.natural area features and functions; (d) Encourages the creation of attractive residential streetscapes through architectural design that reduces the visual dominance of front drive garages, consideration of rear lanes where appropriate, planting of street trees and incorporation of pedestrian scale amenities.
Redevelopment Areas	8.7.2.2	Council will ensure that the design of extensive areas of redevelopment achieves the following: e. maintains and enhances historic development patterns or heritage resources as determined by policies and guidelines contained within this plan, secondary plans, Community improvement plans, heritage areas, and heritage conservation district plans. f. is complementary to adjacent development in terms of overall massing, orientation, setback and exterior design, character, scale and appearance. For those redevelopment areas within a heritage conservation district, any site alteration and development must be consistent with the applicable heritage conservation district plan.
Infill Development	8.7.2.3	Council will ensure that proposed development within an established neighbourhood is designed to function as an integral and complementary part of that area's existing development pattern by having regard. Proposed development or site alteration must demonstrate to the satisfaction of the City that the project has properly addressed the following: a. massing; b. building height; c. architectural proportion; d. volumes of defined space; e. lot size; f. position relative to the road; g. building area to site area ratios; h. the pattern, scale and character of existing development; and i. exterior building appearance.

		j. any adjacent heritage resources.
Exterior Design	8.7.2.10	Council will consider the preparation of building design guidelines as part of new development or redevelopment involving: (a) Civic Ways; (b) Mainstreets; (c) Heritage Areas; (d) Business Improvement Areas; (e) Gateways; (f) Community Improvement Areas; and (g) Special Policy Areas.
Protect and Improve	8.9.1.2	To protect and improve views and vistas of significant landmarks, heritage resources, and features.
Scales of Views and Vistas	8.9.2.3	Council will recognize views and vistas of landmarks, heritage resources, and features at the city-wide scale, as well as at smaller scales such as neighbourhoods, roads, public spaces and individual buildings.
Views Through Open Space	8.9.2.5	Council will provide for the addition, expansion and retention of open space areas to facilitate views and vistas to and from landmarks, heritage resources, and features of city-wide importance.
Protection of Views	8.9.2.8	Council will ensure that significant views and vistas of landmarks, heritage resources, and features are not obstructed, dominated or marred by a proposed development or infrastructure undertaking.
Decorative Sidewalks	8.11.2.8	Council will promote a consistent decorative treatment of sidewalks within strategic areas, such as the City Centre, Mixed Use areas, Mainstreets, Heritage Conservation Districts, and Commercial Centres.
Heritage Conservation		
Preamble	9.0	A community's identity and civic pride is rooted in physical and cultural links to its past. Heritage resources are not only a celebration of Windsor's rich history but also provide a sense of place to the community, are attractive assets for place-making, and can be capitalized for culture-generating economies. Council is committed to recognizing, conserving and enhancing heritage resources for the interest and community benefit for all current and future generations. This chapter of the Official Plan provides goals, objectives and policies to guide the conservation of Windsor's heritage

		resources and must be read in conjunction with other parts of this Plan.
Identify, Conserve, Promote	9.1.1	Goal: The identification, recognition, protection, conservation, and promotion of heritage resources, to support the understanding, enjoyment, valuing and caring of the historical environment.
Conservation Management	9.2.1	To conserve Windsor's heritage resources for the benefit of the community and posterity in a manner which conserve the cultural heritage value and ensures the~~ir~~ ongoing and future viability as functional components of Windsor's urban environment.
Integrate with Planning Initiatives	9.2.2	To integrate and promote the conservation of heritage resources through planning initiatives.
Promotion and Partnerships	9.2.4	To increase awareness, education, and appreciation of Windsor's heritage resources and encourage participation and partnerships by individuals, organizations, and other levels of government in heritage conservation.
	9.3.1	Definitions
Heritage Resources	9.3.1.1	For the purpose of this Plan, heritage resources include protected heritage properties, built heritage resources, archaeological resources/site, and cultural heritage landscapes (including cemeteries, heritage conservation districts, and/or heritage areas) that Council has identified as being important to the community.
Built Heritage Resources	9.3.1.2	Built heritage resource: means a building, structure, monument, installation or any manufactured or constructed part or remnant that contributes to a property's cultural heritage value or interest as identified by a community, including an Indigenous community.
Cultural Heritage Landscape	9.3.1.3	Cultural heritage landscapes are defined geographical areas of heritage significance, which have been modified by human activities such as archaeological sites, heritage conservation districts, parks/gardens, golf courses, neighbourhoods, cemeteries, trail ways, streets, street patterns and industrial complexes of cultural heritage value.
Heritage Area	9.3.1.4	For the purpose of this Plan, a Heritage Area is an area, district, or neighbourhood where there are concentrations of important heritage resources and which has been formally adopted by Council and identified on Schedule G.

Heritage Resources	9.3.1.5	Heritage Resources include protected heritage properties, built heritage resources, cultural heritage landscapes, heritage areas, and archaeological resources/sites.
Heritage Conservation Districts	9.3.1.6	Heritage Conservation Districts are a type of cultural heritage landscape recognized by Council and protected by designation through the Ontario Heritage Act.
Heritage Attribute	9.3.1.7	Heritage attribute means, in relation to real property, and to the buildings and structures on the real property, the attributes of the property, buildings and structures that contribute to their cultural heritage value or interest.
Heritage Resources Adjacent	9.3.1.8	Adjacent means property adjoining or contiguous to a Protected Heritage Property, or lands in the vicinity of a Protected Heritage Property, situated with the potential to impact a Protected Heritage Property's cultural heritage value or interest and/or heritage attributes, or as defined within a Council approved Heritage Conservation District.
	9.3.2.1	Council will identify, recognize, and conserve Windsor's heritage resources by:
Area Studies	9.3.2.1 (b)	(b) Researching, documenting, and evaluating the history, and cultural heritage value or interest of potential heritage resources on an area or neighbourhood basis in conjunction with Heritage Conservation District studies, secondary plans or other special studies as may be appropriate;
Individual Sites	9.3.2.1 (c)	(c) Researching, documenting, and evaluating potential heritage resources on an individual property basis in accordance with the requirements of the Ontario Heritage Act;
	9.3.3	Managing Changes to Heritage Resources
	9.3.3.1	Council will recognize and manage development and changes to all heritage resources by:
Designate Heritage Properties	9.3.3.1	(a) Designating real property, including any buildings and structures thereon that contribute to its cultural heritage value or interest, under the Ontario Heritage Act;
Heritage Conservation Districts	9.3.3.1	(b) Designating defined geographic areas within the municipality as Heritage Conservation Districts under the Ontario Heritage Act;
Municipal Heritage Register	9.3.3.1	(c) Maintaining a register of heritage properties in accordance with the requirements of the Ontario Heritage Act;

Heritage Conservation Awards	9.3.3.1	(e) Presenting plaques and certificates to heritage resources and persons representing the outstanding restoration and conservation of Windsor's heritage resources by means of an annual heritage conservation awards programme.
Heritage Property Designation Criteria	9.3.3.2	To be considered for designation under the Ontario Heritage Act, the property needs to meet the criteria listed under the Ontario Heritage Act and associated regulations.
Heritage Conservation District Criteria	9.3.3.3	Council will require each designated Heritage Conservation District to meet the requirements of the Ontario Heritage Act and its applicable regulations.
Identify Heritage Resources Heritage Register	9.3.3.4	Council will identify heritage resources by: (i) Maintaining and updating a Register under the Ontario Heritage Act, and (ii) Identifying neighbourhoods containing collections of important heritage resources such as Heritage Areas and Heritage Conservation Districts on Schedule 'G': Civic Image.
Demolition or Removal	9.3.3.4	(b) Requiring any person who proposes to demolish or remove a heritage attribute, building, or structure on a designated heritage property to submit plans to Council for approval under the Ontario Heritage Act;
Alteration Approval	9.3.3.4	(c) Requiring that, prior to approval of any alteration of a designated heritage property, the applicant demonstrate that the proposal will not adversely impact the cultural heritage value or interest and the heritage attributes of the property and/or its Heritage Conservation District;
Record for Archives	9.3.3.4	(h) Requiring that, prior to approval of any alteration, partial removals/demolition, or change in use of a designated heritage property, the applicant prepare, to the satisfaction of the Municipality, an archival record for submission to the municipal archives. These records may also be required for other non-designated heritage resources as part of the development process and requirements;
Easements	9.3.3.4	(e) Entering into heritage conservation easements or agreements with the recipients of heritage grants and/or loans to guarantee conservation of the cultural heritage value and interest of the heritage resource on the real property;
Property Standards	9.3.3.4	(f) Requiring that heritage properties are maintained, in order to retain their cultural heritage value or interest, heritage attributes, and integrity;

Adaptive Reuse	9.3.3.4	(k) Encouraging the adaptive reuse of heritage resources;
Relocation	9.3.3.4	(h) Recognizing that the importance of a heritage resource is tied most significantly to its original location, and that all means should be undertaken to include heritage resources appropriately in new development, the relocation of a heritage resource may only be considered when: (i) The heritage resource is threatened by demolition; (ii) The heritage resource is threatened by alterations which would destroy its cultural heritage value or interest; (iii) The heritage resource will serve a useful function in the proposed location; (iv) The heritage resource will have public exposure in the proposed location; (v) The heritage resource will enhance existing heritage resources already located in the vicinity of the proposed location; and (vi) The relocation of the heritage resource is feasible in terms of engineering and economic criteria.
Bonusing	9.3.3.4	(j) deleted
Financial Securities	9.3.3.4	k) Utilizing financial securities to ensure the implementation of conservation of heritage resources;
Infrastructure	9.3.5	(i) Infrastructure undertakings are to respect and enhance the heritage resource. In an HCD, works must be consistent with the policies of the applicable Heritage Conservation District Plan;
Development	9.3.5	(ii) Development be of compatible height, massing, scale, setback and architectural style. In an HCD, works must be consistent with the policies of the applicable Heritage Conservation District Plan;
Incentives	9.3.5	b) Promoting, maintaining, and administering Council adopted incentive programs for heritage resources;
Technical Advice	9.3.5	(g) Providing technical information on the conservation of heritage resources;
Demolition	9.3.5	(h) The municipality may apply demolition control to heritage areas and heritage conservation districts;
Form-Based Zoning	9.3.5	j) The municipality may explore Form-Based zoning as a tool to protect the character and heritage resources of heritage areas and heritage conservation districts;

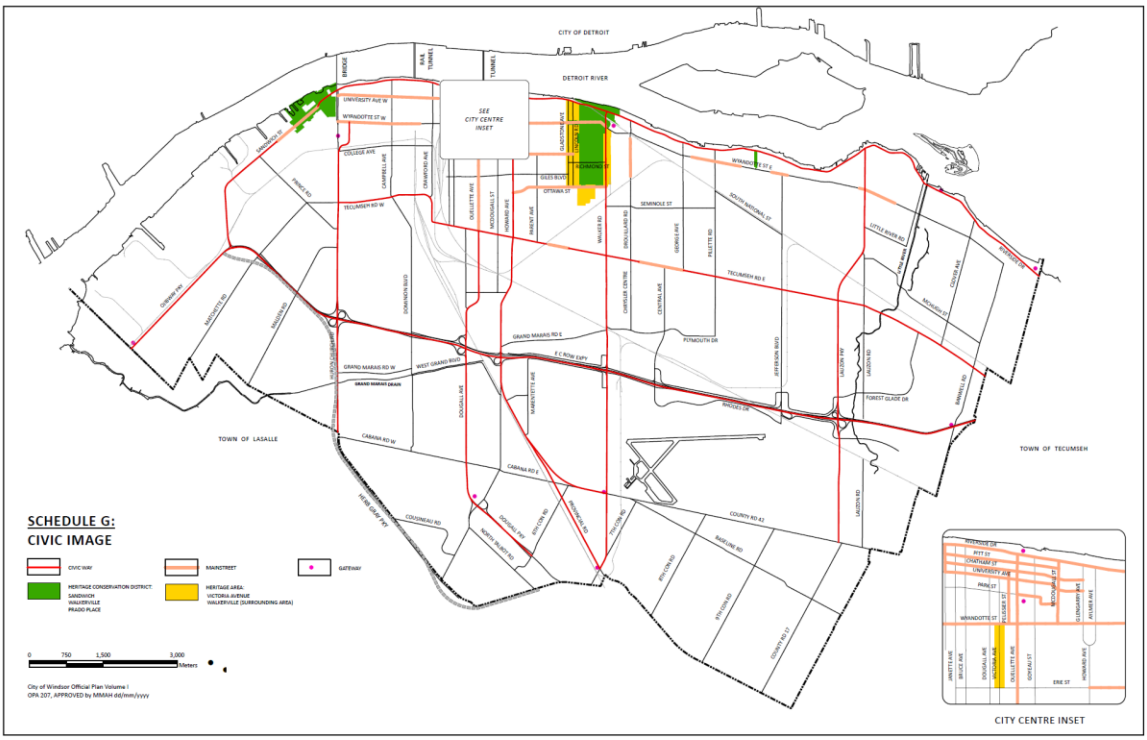
Energy Efficiency	9.3.5	(k) partnering with other corporate and energy interest groups to enhance energy efficiency in heritage resources, while maintaining the heritage integrity and character of the resource;
Heritage Strategies.	9.3.6.1	(j) develop and implementing proactive strategies for conserving significant built heritage resources and cultural heritage landscapes;
Heritage Impact Assessment	9.3.7.1	(c) To ensure that heritage resources on or adjacent to a proposed site alteration or development project are conserved, a proponent shall prepare a heritage impact assessment in accordance with the City's Terms of Reference for preparing such documents and to the satisfaction of the City as part of a complete application;
Approval Process	9.3.7.1	(d) Utilizing the planning approval process (subdivisions / condominiums, official plan amendments, zoning amendments, site plan control, consent, minor variance, demolition control) to facilitate the conservation of heritage resources, and to ensure any proposed development conserves heritage resources;
Urban Design Criteria	9.3.7.1	(e) Addressing the following factors when assessing applications such as zoning amendments, site plan control applications, demolition control and payment-in-lieu, which may impact heritage resources: (i) Respecting the massing, profile and character of adjacent buildings; (ii) Approximating the width and established setback pattern of nearby heritage resources; (iii)Respecting the yards, gardens, trees and landscaped grounds associated with the heritage resources; (iv)Maintaining, enhancing or creating views and vistas of heritage resources; and (v) Minimizing the impact of shadowing on or adjacent to heritage resources.
Demolition Control	9.3.7.1	(f) Utilizing the demolition control provisions of the Planning Act and the Heritage Act to assist in the conservation of heritage resources;

Development Proposals	9.3.7.1	(i) Requiring development proposals that affect a heritage resource undertake a Heritage Impact Assessment to the satisfaction of the City Planner;
Study Purpose Heritage Impact Assessment	10.2.9	Heritage Impact Assessment - The purpose of a Heritage Impact Assessment is to identify and evaluate cultural heritage resources and determine if any heritage resources, including listed or designated heritage resources, are impacted by development proposals and the potential need for mitigation measures;
Heritage Documentation and Salvage Plan	10.2.9	Heritage Documentation and Salvage Plan (HDSP)- The purpose of a Heritage Documentation and Salvage Plan (HDSP) is to create a permanent record of a heritage resource prior to demolition, relocation, removal, or substantial alteration; identify heritage materials, features, and attributes suitable for retention, salvage, reuse, interpretation, or commemoration; and establish measures to mitigate the loss of cultural heritage value or interest through appropriate conservation and documentation strategies;
Evaluation Criteria	11.4.3.6	(g) potential impacts on adjacent or on-site heritage resources.
Municipal Initiatives	11.8.4.2	Council may contribute funding toward the revitalization of areas through the capital works budget for projects including, but not limited to: (a) Streetscape improvements; (b) Infrastructure improvements; (c) The provision and upgrading of open space areas; (d) The provision and upgrading of community facilities; (e) Environmental site assessment and remediation; (f) Development, redevelopment, construction and reconstruction of lands and buildings for rehabilitation purposes; (g) The provision of energy efficient uses, buildings, structures, works, improvements or facilities; and, (h) the conservation and revitalization of heritage resources.
Cultural Heritage Support	11.8.4.6	Support for the conservation and revitalization of heritage resources;
Mature Neighbourhoods as Heritage Resources	1.52.1	Schedule A-1 identifies Mature Neighbourhoods in the City. These areas reflect the cultural heritage of the City and should be protected. When considering the development of these areas, the policies of Section 9.3.7 shall be applied.
Heritage Conservation	1.52.2	Infill and intensification within Mature Neighbourhoods, shown on Schedule A-1, shall be consistent with the built form, height, massing, architecture and landscape of the area. Council will

		adopt Design Guidelines to assist in the design and review of development in these areas.

SCHEDULE G: Civic Image

Schedule 'G'		Revision to Map	



F. PUBLIC INVOLVEMENT:

Community and stakeholder consultation continued throughout the process, helping shape the proposed WHCD and expanded Walkerville Heritage Area boundaries, the heritage conservation framework, and the approach to managing change.

Report [S105/2026] details the consultation methods, feedback received, and resulting revisions to the WHCD Plan.

Statutory notice required under the Planning Act was published in the Windsor Star prior to the Development & Heritage Standing Committee Meeting (DHSC) meeting.

G. IMPLEMENTATION:

This amendment brings the Official Plan into conformity with provincial Legislation such as the *Planning Act, Ontario Heritage Act* and consistency with the Provincial Polanning Statement (2024).

The Amendment should be read and implemented in conjunction with the overall policies contained with the Official Plan.

Appendix B – Revisions Chart

City of Windsor Official Plan –Policy Amendments

SECTION (amendments noted in **bold** lettering, deletions noted by strikeouts)	**No.**	**Current Policy**	**Amended Policy** (amendments noted in **bold** lettering, deletions noted by strikeouts)
Distinctive Neighbourhood Character	3.2.1.3	Windsor will keep much of what gives its existing neighbourhoods their character – trees and greenery, heritage structures and spaces, distinctive area identities, parks, and generally low profile development outside the City Centre. Around the neighbourhood centres, the existing character of the neighbourhood will be retained and enhanced. Newly developing areas will be planned to foster their own unique neighbourhood.	Windsor will keep much of what gives its existing neighbourhoods their character – trees and greenery, **heritage resources**, distinctive area identities, parks, and generally low profile development outside the City Centre. Around the neighbourhood centres, the existing character of the neighbourhood will be retained and enhanced. Newly developing areas will be planned to foster their own unique neighbourhood.
Heritage Conservation	6.3.2.17	Council shall encourage the retention, restoration and sensitive renovation of historic and/or architecturally significant residential buildings in accordance with the Heritage Conservation chapter of this Plan. Infill and intensification within Mature Neighbourhoods, shown on Schedule A-1, shall be consistent with the built form, height, massing, architectural and landscape of the area. Council will adopt Design Guidelines to assist in the design and review of development in these areas.	Councill shall ~~encourage the retention, restoration and sensitive renovation of historic and/or architecturally significant residential buildings~~ **require development, site alteration and proposed changes to heritage resources or adjacent to heritage resources, to conserve and not negatively impact the cultural heritage value** in accordance with the Heritage Conservation chapter of this plan. Infill and intensification within Mature Neighbourhoods, shown on Schedule A-1, shall be consistent with the built form, height, massing, architecture, and landscape of the area. Council will adopt Design Guidelines to assist in the design and review of development in these areas.

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SECTION (amendments noted in **bold** lettering, deletions noted by strikeouts)	**No.**	**Current Policy**	**Amended Policy** (amendments noted in **bold** lettering, deletions noted by strikeouts)
Additional Dwelling Unit	6.3.2.31	**New Policy**	**Additional dwelling units located within a heritage conservation district or located on a protected heritage property must adhere to the Heritage conservation policies of this plan and to the requirements of the Ontario Heritage Act.**
Heritage Conservation	6.4.2.5	Council shall encourage the conservation and adaptive reuse of historic and/or architecturally significant buildings within areas designated as Industrial or Business Park in accordance with the Heritage Conservation chapter of this Plan.	Council shall encourage the conservation and adaptive reuse of ~~historic and/or architecturally significant buildings~~ **heritage resources** within areas designated as Industrial or Business Park in accordance with the Heritage Conservation chapter of this Plan.
Heritage Areas and Conservation Districts	8.2.2.3	Council will ensure that a proposed development or infrastructure undertaking maintains, reinforces, and enhances the character of Heritage Areas and Heritage Conservation Districts in accordance with the Heritage Conservation chapter of this Plan.	Council will ensure that a proposed development or infrastructure undertaking maintains, reinforces, and enhances the character of Heritage Areas and Heritage Conservation Districts **as identified on Schedule G. All works shall be undertaken in accordance with the Heritage Conservation chapter of this Plan as well as any Heritage Conservation District Plans. In the event of conflict between the Official Plan and a HCD Plan, the heritage conservation district policies shall prevail.**
Heritage Areas	8.2.2.4	Council will ensure that a proposed development or infrastructure undertaking maintains, reinforces and enhances the character of a Heritage Area in accordance	Council will ensure that a proposed development or infrastructure undertaking maintains, reinforces and enhances the character of a Heritage Area **as identified in Schedule G** in accordance with the

Appendix B – Revisions Chart

SECTION (amendments noted in **bold** lettering, deletions noted by strikeouts)	**No.**	**Current Policy**	**Amended Policy** (amendments noted in **bold** lettering, deletions noted by strikeouts)
		with the Heritage Conservation chapter of this Plan.	Heritage Conservation chapter of this Plan. **All works shall be undertaken in accordance with the Heritage Conservation chapter of this Plan.**
Development or Infrastructure Evaluation	8.2.2.7	Council will ensure that a proposed development or infrastructure undertaking enhances the image of Windsor, its districts and/or its neighbourhoods by complementing and contributing to: a. the activity of the area together with the character, scale, appearance and design features of existing buildings; b. the landmarks in the area c. the consistency and continuity of the area with its surroundings; d. the edges of the area; and e. linkages within, to and from the area; f. sustainable design and maintenance.	Council will ensure that a proposed development or infrastructure undertaking enhances the image of Windsor, its districts and/or its neighbourhoods by complementing and contributing to: a. the activity of the area together with the character, scale, appearance and design features of existing buildings; b. the landmarks in the area c. the consistency and continuity of the area with its surroundings; d. the edges of the area; and e. linkages within, to and from the area; f. sustainable design and maintenance. g. **the conservation of heritage resources including protected heritage properties, heritage areas, heritage conservation districts, built heritage resources, archaeological resources/sites, and cultural heritage landscapes.**
Exterior Design	8.7.2.10	Council will consider the preparation of exterior building design guidelines as part of new development or redevelopment involving:	Council will consider the preparation of exterior building design guidelines as part of new development or redevelopment involving:

Appendix B – Revisions Chart

SECTION (amendments noted in **bold** lettering, deletions noted by strikeouts)	**No.**	**Current Policy**	**Amended Policy** (amendments noted in **bold** lettering, deletions noted by strikeouts)
		(Added by OPA #66–11/05/07-B/L209-2007) (a) Civic Ways; (b) Mainstreets; (c) Heritage Areas; (d) Business Improvement Areas; (e) Gateways; (f) Community Improvement Areas; and, (g) Special Policy Areas.	 (a) Civic Ways; (b) Mainstreets; (c) Heritage Areas; (d) Business Improvement Areas; (e) Gateways; (f) Community Improvement Areas; ~~and,~~ (g) Special Policy Areas; and, **(h) Heritage Conservation Districts**
Landscaping	8.5.2.5	Council will encourage the use of landscaping to: (a) promote a human scale; (b) promote defined public spaces; (c) accentuate or screen adjacent building forms; (d) frame desired views or focal objects; (e) visually reinforce a location; (f) direct pedestrian movement; (g) demarcate various functions within a development; (h) provide seasonal variation in form, colour, texture and representation; (i) assist in energy conservation; and (j) mitigate the effects of inclement weather.	Council will encourage the use of landscaping to: (a) promote a human scale; (b) promote defined public spaces; (c) accentuate or screen adjacent building forms; (d) frame desired views or focal objects; (e) visually reinforce a location; (f) direct pedestrian movement; (g) demarcate various functions within a development; (h) provide seasonal variation in form, colour, texture and representation; (i) assist in energy conservation; and (j) mitigate the effects of inclement weather; and/or,

Appendix B – Revisions Chart

SECTION (amendments noted in **bold** lettering, deletions noted by strikeouts)	**No.**	**Current Policy**	**Amended Policy** (amendments noted in **bold** lettering, deletions noted by strikeouts)
			k) conserve and protect identified heritage resources.
Energy Conservation	8.5.2.8	Council will encourage energy conservation through various guidelines that promote: (a) energy efficient designs, materials and alternative energy sources such as water, wind and sun; (b) a compact, transit-oriented pattern of development that clusters compatible uses within close proximity to one another at densities that make transit service a viable investment; (c) landscaping that can assist in reducing heating and cooling requirements; (d) the conversion and reuse of buildings; and (e) a sustainable, effective and efficient transportation system.	Council will encourage energy conservation through various guidelines that promote: (a) energy efficient designs, materials and alternative energy sources such as water, wind and sun; (b) a compact, transit-oriented pattern of development that clusters compatible uses within close proximity to one another at densities that make transit service a viable investment; (c) landscaping that can assist in reducing heating and cooling requirements; (d) the conversion and reuse of buildings **including built heritage resources;** and (e) a sustainable, effective and efficient transportation system.
Complementary Design	8.7.1.2	To achieve a complementary design relationship between new and existing development, while accommodating an evolution of urban design styles.	To achieve a complementary design relationship between new and existing development, while accommodating an evolution of urban design styles **as determined by policies and guidelines adopted by Council.**
Unique Character	8.7.1.5	To enhance the unique character of a district, neighbourhood, prominent building or grouping of buildings.	To enhance the unique character of a district, neighbourhood, prominent building or grouping of buildings. **This includes the areas identified on Schedule G.**

Appendix B – Revisions Chart

SECTION (amendments noted in **bold** lettering, deletions noted by strikeouts)	**No.**	**Current Policy**	**Amended Policy** (amendments noted in **bold** lettering, deletions noted by strikeouts)
New Development	8.7.2.1	Council will ensure that the design of new development: (a) is complementary to adjacent development in terms of its overall massing, orientation, setback and exterior design, particularly character, scale and appearance; (b) provides links with pedestrian, cycle, public transportation and road networks; and (c) maintains and enhances valued heritage resources and natural area features and functions. (d) Encourages the creation of attractive residential streetscapes through architectural design that reduces the visual dominance of front drive garages, consideration of rear lanes where appropriate, planting of street trees and incorporation of pedestrian scale amenities	Council will ensure that the design of new development: (a) is complementary to adjacent development in terms of its overall massing, orientation, setback and exterior design, ~~particularly~~ character, scale and appearance; (b) provides links with pedestrian, cycle, public transportation and road networks; and (c) maintains and enhances: i. ~~valued~~ heritage resources – **such as protected heritage properties, heritage conservation districts, heritage areas, built heritage resources, archaeological resources/sites, and/or cultural heritage landscapes;** ii.natural area features and functions; (d) Encourages the creation of attractive residential streetscapes through architectural design that reduces the visual dominance of front drive garages, consideration of rear lanes where appropriate, planting of street trees and incorporation of pedestrian scale amenities.
Redevelopment Areas	8.7.2.2	Council will ensure that the design of extensive areas of redevelopment achieves the following:	Council will ensure that the design of extensive areas of redevelopment achieves the following:

SECTION (amendments noted in **bold** lettering, deletions noted by strikeouts)	**No.**	**Current Policy**	**Amended Policy** (amendments noted in **bold** lettering, deletions noted by strikeouts)
		e. maintains and enhances valued historic development patterns or heritage resources. f. is complementary to adjacent development in terms of overall massing, orientation, setback and exterior design, particularly character, scale and appearance.	e. maintains and enhances historic development patterns or heritage resources **as determined by policies and guidelines contained within this plan, secondary plans, Community improvement plans, heritage areas, and heritage conservation district plans.** f. is complementary to adjacent development in terms of overall massing, orientation, setback and exterior design, ~~particularly~~ character, scale and appearance**. For those redevelopment areas within a heritage conservation district, any site alteration and development must be consistent with the applicable heritage conservation district plan.**
Infill Development	8.7.2.3	Council will ensure that proposed development within an established neighbourhood is designed to function as an integral and complementary part of that area's existing development pattern by having regard for: a. massing; b. building height; c. architectural proportion; d. volumes of defined space; e. lot size;	Council will ensure that proposed development within an established neighbourhood is designed to function as an integral and complementary part of that area's existing development ~~pattern by having regard.~~ **Proposed development or site alteration must demonstrate to the satisfaction of the City that the project has properly addressed the following:** a. massing; b. building height; c. architectural proportion; d. volumes of defined space; e. lot size;

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SECTION (amendments noted in **bold** lettering, deletions noted by strikeouts)	**No.**	**Current Policy**	**Amended Policy** (amendments noted in **bold** lettering, deletions noted by strikeouts)
		f. position relative to the road; g. building area to site area ratios; h. the pattern, scale and character of existing development; and i. exterior building appearance.	f. position relative to the road; g. building area to site area ratios; h. the pattern, scale and character of existing development; and i. exterior building appearance. **j. any adjacent heritage resources**.
Exterior Design	8.7.2.10	Council will consider the preparation of exterior building design guidelines as part of new development or redevelopment involving: (a) Civic Ways; (b) Mainstreets; (c) Heritage Areas; (d) Business Improvement Areas; (e) Gateways; (f) Community Improvement Areas; and (g) Special Policy Areas.	Council will consider the preparation of ~~exterior~~ building design guidelines as part of new development or redevelopment involving: (a) Civic Ways; (b) Mainstreets; (c) Heritage Areas; (d) Business Improvement Areas; (e) Gateways; (f) Community Improvement Areas; and (g) Special Policy Areas.
Protect and Improve	8.9.1.2	To protect and improve views and vistas of significant landmarks and features.	To protect and improve views and vistas of significant landmarks, **heritage resources,** and features.
Scales of Views and Vistas	8.9.2.3	Council will recognize views and vistas of landmarks and features at the city-wide scale, as well as at smaller scales such as neighbourhoods, roads, public spaces and individual buildings.	Council will recognize views and vistas of landmarks, **heritage resources**, and features at the city-wide scale, as well as at smaller scales such as neighbourhoods, roads, public spaces and individual buildings.

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SECTION (amendments noted in **bold** lettering, deletions noted by strikeouts)	**No.**	**Current Policy**	**Amended Policy** (amendments noted in **bold** lettering, deletions noted by strikeouts)
Views Through Open Space	8.9.2.5	Council will provide for the addition, expansion and retention of open space areas to facilitate views and vistas to and from landmarks and features of city-wide importance.	Council will provide for the addition, expansion and retention of open space areas to facilitate views and vistas to and from landmarks, **heritage resources,** and features of city-wide importance.
Protection of Views	8.9.2.8	Council will ensure that significant views and vistas of landmarks and features are not obstructed, dominated or marred by a proposed development or infrastructure undertaking.	Council will ensure that significant views and vistas of landmarks, **heritage resources,** and features are not obstructed, dominated or marred by a proposed development or infrastructure undertaking.
Decorative Sidewalks	8.11.2.8	Council will promote a consistent decorative treatment of sidewalks within strategic areas, such as the City Centre, mixed use areas, Mainstreets and commercial centres.	Council will promote a consistent decorative treatment of sidewalks within strategic areas, such as the City Centre, Mixed Use areas, Mainstreets, **Heritage Conservation Districts,** and Commercial Centres.
Heritage Conservation			
Preamble	9.0	A community's identity and civic pride is rooted in physical and cultural links to its past. In order to celebrate Windsor's rich history, Council is committed to recognizing, conserving and enhancing heritage resources. This chapter of the Official Plan provides goals, objectives and policies to guide the conservation of Windsor's heritage resources and should be read in conjunction with other parts of this Plan.	A community's identity and civic pride is rooted in physical and cultural links to its past. **Heritage resources are not only a celebration of Windsor's rich history, but also provide a sense of place to the community, are attractive assets for place-making, and can be capitalized for culture-generating economies.** ~~In order to celebrate Windsor's rich history,~~ Council is committed to recognizing, conserving and enhancing heritage resources **for the interest and**

SECTION (amendments noted in **bold** lettering, deletions noted by strikeouts)	**No.**	**Current Policy**	**Amended Policy** (amendments noted in **bold** lettering, deletions noted by strikeouts)
			community benefit for all current and future generations. This chapter of the Official Plan provides goals, objectives and policies to guide the conservation of Windsor's heritage resources and ~~should~~ **must** be read in conjunction with other parts of this Plan.
~~Recognize, Conserve, and Enhance~~ **Identify, Conserve, Promote**	9.1.1	Goal: The identification, recognition, protection, conservation, enhancement and proper management of heritage resources.	Goal: The identification, recognition, ~~protection~~, conservation, ~~enhancement and proper management of heritage resources~~ **and promotion of heritage resources, to support the understanding, enjoyment, valuing and caring of the historical environment.**
Conservation Management	9.2.1	To conserve Windsor's heritage resources for the benefit of the community and posterity in a manner which respects their architectural, historical and contextual significance and ensures their future viability as functional components of Windsor's urban environment.	To conserve Windsor's heritage resources for the benefit of the community and posterity in a manner which ~~respects their architectural, historical and contextual significance~~ **conserve the cultural heritage value** and ensures the~~ir~~ **ongoing and** future viability as functional components of Windsor's urban environment.
Integrate with Planning Initiatives	9.2.2	To integrate the conservation of heritage resources into comprehensive planning and urban design initiatives.	To integrate **and promote** the conservation of heritage resources ~~into comprehensive planning and urban design~~ through planning initiatives.

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SECTION (amendments noted in **bold** lettering, deletions noted by strikeouts)	**No.**	**Current Policy**	**Amended Policy** (amendments noted in **bold** lettering, deletions noted by strikeouts)
~~Public Awareness & Participation~~ **Promotion and Partnerships**	9.2.4	To increase awareness and appreciation of Windsor's heritage resources and encourage participation by individuals, organizations and other levels of government in heritage conservation.	To increase awareness, **education,** and appreciation of Windsor's heritage resources and encourage participation **and partnerships** by individuals, organizations, and other levels of government in heritage conservation.
Definitions	9.3.1	General	~~General~~ **Definitions**
~~Cultural~~ Heritage Resources Definition	9.3.1.1	For the purpose of this Plan, heritage resources include built heritage resources and cultural heritage landscapes that Council has identified as being important to the community	For the purpose of this Plan, heritage resources include **protected heritage properties,** built heritage resources, **archaeological resources/site,** and cultural heritage landscapes **(including cemeteries, heritage conservation districts, and/or heritage areas)** that Council has identified as being important to the community.
Built Heritage Resources Definition	9.3.1.2	Built heritage resources include buildings, structures, monuments, installations or remains associated with architectural, social, political, economic or military history.	Built heritage resource**: means a** building, structure, monument, installation or **any manufactured or constructed part or** ~~remains associated with architectural, social, political, economic or military history.~~ **remnant that contributes to a property's cultural heritage value or interest as identified by a community, including an Indigenous community.**
Cultural Heritage Landscape	9.3.1.3	Cultural heritage landscapes are defined geographical areas of heritage significance, which have been modified by human activities such as archaeological sites,	Cultural heritage landscape: **means a** defined geographical area ~~which~~ **that may** have been modified by human activity ~~such as archaeological sites, heritage conservation districts, parks/gardens, golf~~

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SECTION (amendments noted in **bold** lettering, deletions noted by strikeouts)	**No.**	**Current Policy**	**Amended Policy** (amendments noted in **bold** lettering, deletions noted by strikeouts)
		heritage conservation districts, parks/gardens, golf courses, neighbourhoods, cemeteries, trail ways, streets, street patterns and industrial complexes of cultural heritage value.	~~courses, neighbourhoods, cemeteries, trail ways, streets, street patterns and industrial complexes of cultural heritage value.~~ **and is identified as having cultural heritage value or interest by a community, including an Indigenous community.** **The area may include features such as buildings, structures, spaces, views, archaeological sites, or natural elements that are valued together for their interrelationship, meaning or association.**
Heritage Area	9.3.1.4	For the purpose of this Plan, a Heritage Area is an area or neighbourhood where there are collections of important heritage resources.	For the purpose of this Plan, a Heritage Area is an area, **district, or neighbourhood where** ~~there are collections of important heritage resources.~~ **there are concentrations of important heritage resources and which has been formally adopted by Council and identified on Schedule G.**
Heritage Resources	9.3.1.5	Heritage Resources include buildings, structures, archaeological and historic sites, landscapes and landmarks, either individually or in groups, which are considered by Council to be of architectural and/or historical significance.	Heritage Resources include protected heritage properties, built heritage resources, cultural heritage landscapes, heritage areas, and archaeological resources/sites.

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SECTION (amendments noted in **bold** lettering, deletions noted by strikeouts)	**No.**	**Current Policy**	**Amended Policy** (amendments noted in **bold** lettering, deletions noted by strikeouts)
Heritage Conservation Districts Definition	9.3.1.6	New	**Heritage Conservation Districts are a type of cultural heritage landscape recognized by Council and protected by designation through the Ontario Heritage Act.**
Heritage Attribute Definition	9.3.1.7	New	**Heritage attribute means, in relation to real property, and to the buildings and structures on the real property, the attributes of the property, buildings and structures that contribute to their cultural heritage value or interest.**
Heritage Resources - Adjacent	9.3.1.8	New	**Adjacent means property adjoining or contiguous to a Protected Heritage Property, or lands in the vicinity of a Protected Heritage Property, situated with the potential to impact a Protected Heritage Property's cultural heritage value or interest and/or heritage attributes, or as defined within a Council approved Heritage Conservation District.**
	9.3.2.1	Council will identify Windsor's Heritage Resources by:	Council will identify, **recognize, and conserve** Windsor's heritage resources by:
Area Studies	9.3.2.1 (b)	(b) Researching and documenting the history, and architectural and contextual merit of potential heritage resources on an area or neighbourhood basis in conjunction with Heritage Conservation District studies, secondary plans or other special studies as may be appropriate;	(b) Researching, documenting, and **evaluating** the history, ~~and architectural and contextual merit of potential~~ and cultural heritage value or interest of potential heritage resources on an area or neighbourhood basis in conjunction with Heritage Conservation District studies, secondary plans or other special studies as may be appropriate;

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SECTION (amendments noted in **bold** lettering, deletions noted by strikeouts)	**No.**	**Current Policy**	**Amended Policy** (amendments noted in **bold** lettering, deletions noted by strikeouts)
Individual Sites	9.3.2.1 (c)	(c) Researching and documenting the history, and architectural and contextual merit of potential heritage resources on an individual property basis;	(c) Researching, documenting, and **evaluating** ~~the history, and architectural and contextual merit of potential heritage resources on an individual property basis;~~ potential heritage resources on an individual property basis **in accordance with the requirements of the Ontario Heritage Act.**
	9.3.3	**Recognition of Heritage Resources**	~~**Recognition of Heritage Resources**~~ **Managing Changes to Heritage Resources**
	9.3.3.1	Council will recognize Windsor's heritage resources by:	Council will recognize, **and manage development** to all heritage resources by:
Designate Heritage Properties	9.3.3.1 (a)	(a) Designating individual buildings, structures, sites and landscapes as heritage properties under the Ontario Heritage Act;	(a) Designating ~~individual~~ **real property, including any** ~~sites and landscapes~~ buildings and structures **thereon that contribute to its cultural heritage value or interest** as heritage properties under the Ontario Heritage Act;
Heritage Conservation Districts	9.3.3.1	(b) Designating groups of buildings and areas as Heritage Conservation Districts under the Ontario Heritage Act;	Designating **defined geographic areas within the municipality** ~~groups of buildings and areas~~ as Heritage Conservation Districts under the Ontario Heritage Act;
~~LIST OF DESIGNATED HERITAGE PROPERTIES~~ **Municipal Heritage Register**	9.3.3.1	(c) Maintaining a list of designated heritage properties;	(c) Maintaining a ~~list~~ register of ~~designated~~ heritage properties **in accordance with the requirements of the Ontario Heritage Act;**

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SECTION (amendments noted in **bold** lettering, deletions noted by strikeouts)	**No.**	**Current Policy**	**Amended Policy** (amendments noted in **bold** lettering, deletions noted by strikeouts)
Heritage Conservation Awards	9.3.3.1	(e) Presenting plaques and certificates to buildings and persons representing the outstanding restoration and conservation of Windsor's heritage resources by means of an annual heritage conservation awards programme.	(e) Presenting plaques and certificates to **heritage resources** ~~buildings~~ and persons representing the outstanding restoration and conservation of Windsor's heritage resources by means of an annual heritage conservation awards programme.
Heritage Property Designation Criteria	9.3.3.2	In order to be considered for designation under the Ontario Heritage Act, the property needs to meet the requirements set out in Ontario Regulation 9/06.	~~In order to~~ **To be** considered for designation under the Ontario Heritage Act, the property needs to meet the criteria ~~set out in Ontario Regulation 9/06~~ listed under the Ontario Heritage Act and associated regulations.
Heritage Conservation District Criteria	9.3.3.3	Council will require each designated Heritage Conservation District to meet one or more of the following criteria: (a) The area will be comprised of buildings, structures or parts thereof, and sites or landscapes of architectural and/or historical significance meeting the criteria established in policy 9.3.3.2; and (b) The area may also include other buildings, structures, sites or landscapes which do not individually merit designation, but which constitute infilling among properties of architectural and/or historical significance and are necessary for the conservation of the overall character of the area.	Council will require each designated Heritage Conservation District to **meet the requirements of the Ontario Heritage Act and its applicable regulations.** ~~to meet one or more of the following criteria:~~ ~~(a) The area will be comprised of buildings, structures or parts thereof, and sites or landscapes of architectural and/or historical significance meeting the criteria established in policy 9.3.3.2; and~~ ~~(b) The area may also include other buildings, structures, sites or landscapes which do not individually merit designation, but which constitute infilling among properties of architectural and/or~~

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			~~historical significance and are necessary for the conservation of the overall character of the area.~~
Identify Heritage Resources Heritage Register	9.3.3.4	Council will identify heritage resources by: (a) Maintaining and updating the list of built heritage resources known as the Windsor Municipal Heritage Register; and (b) Identifying neighbourhoods containing collections of important heritage resources such as Heritage Areas and Heritage Conservation Districts on Schedule 'G': Civic Image.	Council will identify heritage resources by: (a) Maintaining and updating ~~the list of built heritage resources known as the Windsor Municipal Heritage Register; and~~ a **Register under the Ontario Heritage Act,** and (b) Identifying neighbourhoods containing collections of important heritage resources such as Heritage Areas and Heritage Conservation Districts on Schedule 'G': Civic Image.
~~Demolition or Alteration Approval~~ **Demolition or Removal**	9.3.3.4	(b) Requiring any person who proposes to demolish or alter a designated heritage property to submit plans to Council for approval under the Ontario Heritage Act;	(b) Requiring any person who proposes to demolish **or remove a heritage attribute**, building, or structure on a designated heritage property to submit plans to Council for approval under the Ontario Heritage Act.
~~Modification Approval~~ **Alteration Approval**	9.3.3.4	(c) Requiring that, prior to approval of any alteration, partial demolition, removal or change in use of a designated heritage property, the applicant demonstrate that the proposal will not adversely impact the heritage significance of the property and/or its Heritage Conservation District;	(c) Requiring that, prior to approval of any alteration ~~partial demolition, removal or change in use~~ of a designated heritage property, the applicant demonstrate that the proposal will not adversely impact the ~~heritage significance~~ **cultural heritage value or interest and heritage attributes** of the property and/or its Heritage Conservation District;

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Record for Archives	9.3.3.4	(d) Requiring that, prior to approval of any alteration, partial demolition, removal or change in use of a designated heritage property, the applicant prepare, to the satisfaction of the Municipality, an archival record for submission to the municipal archives;	(xx) Requiring that, prior to approval of any alteration, partial removals/demolition, or change in use of a designated heritage property, the applicant prepare, to the satisfaction of the Municipality, an archival record for submission to the municipal archives. **These records may also be required for other non-designated heritage resources as part of the development process and requirements;**
Easements	9.3.3.4	(e) Entering into heritage easement agreements with the owners of designated heritage properties who are recipients of heritage grants and/or loans;	e) Entering into heritage **conservation** easements or agreements with the ~~owners~~ recipients of ~~designated~~ heritage grants and/or loans; **to guarantee conservation of the cultural heritage value and interest of the heritage resource on the real property**.
Property Standards	9.3.3.4	(f) Requiring that heritage properties are maintained, in order to retain their heritage values, attributes, and integrity;	(f) Requiring that heritage properties are maintained, in order to retain their ~~heritage values, attributes, and~~ **cultural heritage value or interest, heritage** attributes, and integrity;
Adaptive Reuse	9.3.3.4	(g) Encouraging the adaptive reuse of architectural and/or historically significant buildings and structures;	(g) Encouraging the adaptive reuse ~~of architectural and/or historically significant buildings and structures;~~ **of heritage resources;**
Relocation	9.3.3.4	(h) Recognizing that the importance of a heritage resource is tied most significantly to its original location, and that all means should be undertaken to include heritage	(h) Recognizing that the importance of a heritage resource is tied most significantly to its original location, and that all means should be undertaken to include heritage resources appropriately in new

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		buildings appropriately in new development, the relocation of a heritage resource may only be considered when: (i) The resource is threatened by demolition; (ii) The resource is threatened by alterations which would destroy its heritage value; (iii) The resource will serve a useful function in the proposed location; (iv) The resource will have public exposure in the proposed location; (v) The resource will enhance heritage resources already located in the vicinity of the proposed location; and (vi) The relocation of the resource is feasible in terms of engineering and economic criteria.	development, the relocation of a heritage resource may only be considered when: (i) The **heritage** resource is threatened by demolition; (ii) The **heritage** resource is threatened by alterations which would destroy its cultural heritage value or interest; (iii) The **heritage** resource will serve a useful function in the proposed location; (iv) The **heritage** resource will have public exposure in the proposed location; (v) The **heritage** resource will enhance **existing** heritage resources already located in the vicinity of the proposed location; and (vi) The relocation of the heritage resource is feasible in terms of engineering and economic criteria.
Bonusing	9.3.3.4	(j) Allowing for the transfer of development heights or densities to other areas of the property or Windsor in exchange for the conservation of heritage resources.	~~(j) Allowing for the transfer of development heights or densities to other areas of the property or Windsor in exchange for the conservation of heritage resources.~~
Financial Securities	9.3.3.4	New Policy	**k) Utilizing financial securities to ensure the implementation of conservation of heritage resources.**
Infrastructure	9.3.5	(i) Infrastructure undertakings respect and enhance the historic character of the area;	(i) Infrastructure undertakings are to respect and enhance the ~~historic character of the area~~ **heritage resource. In an HCD, works must be consistent**

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			with the policies of the applicable Heritage Conservation District Plan;
Development	9.3.5	(ii) Development be of compatible height, massing, scale, setback and architectural style.	(ii) Development be of compatible height, massing, scale, setback and architectural style. **In an HCD, works must be consistent with the policies of the applicable Heritage Conservation District Plan;**
~~Community Heritage Fund~~	9.3.5	(b) Promoting, maintaining and administering the Built Heritage Preservation Fund for special heritage conservation projects;	~~(b) Promoting, maintaining and administering the Built Heritage Preservation Fund for special heritage conservation projects;~~
~~*BUILT HERITAGE FUND*~~ INCENTIVES	9.3.5	(b) Promoting, maintaining and administering the Built Heritage Preservation Fund for special heritage conservation projects;	~~b) Promoting, maintaining and administering the Built Heritage Preservation Fund for special heritage conservation projects;~~ **b) Promoting, maintaining, and administering Council adopted incentive programs for heritage resources;**
Technical Advice		(g) Providing technical information on the preservation of heritage resources.	(g) Providing technical information on the ~~preservation~~ **conservation** of heritage resources;
Demolition	9.3.5	New policy	**(h) The municipality may apply demolition control to heritage areas and heritage conservation districts;**
Form-Based Zoning	9.3.5	New policy	**j) The municipality may explore Form-Based zoning as a tool to protect the character and heritage resources of heritage areas and heritage conservation districts;**

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Energy Efficiency	9.3.5	New Policy	**(k) partnering with other corporate and energy interest groups to enhance energy efficiency in heritage resources, while maintaining the heritage integrity and character of the resource;**
Heritage Strategies	9.3.6.1	New Policy	**(j) develop and implementing proactive strategies for conserving significant built heritage resources and cultural heritage landscapes;**
~~Built Heritage Impact Study~~ **Heritage Impact Assessment**	9.3.7.1	(c) To ensure that properties designated under sections IV, V, or VI of the Ontario Heritage Act (designated properties) are conserved, development of any adjacent property shall be required to: (i) Prepare a Built Heritage Impact Study to identify potential adverse impacts on the designated property, and (ii) In the event any adverse impacts are identified in the Built Heritage Impact Study, then the development shall be subject to the Site Plan Control process to ensure appropriate mitigation measures are implemented;	~~c) To ensure that properties designated under sections IV, V, or VI of the Ontario Heritage Act (designated properties) are conserved, development of any adjacent property shall be required to:~~ ~~(i) Prepare a Built Heritage Impact Study to identify potential adverse impacts on the designated property, and~~ ~~(ii) In the event any adverse impacts are identified in the Built Heritage Impact Study, then the development shall be subject to the Site Plan Control process to ensure appropriate mitigation measures are implemented;~~ **(c) To ensure that heritage resources on or adjacent to a proposed site alteration or development project are conserved, a proponent shall prepare a heritage impact assessment in accordance with the City's**

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			Terms of Reference for preparing such documents and to the satisfaction of the City as part of a complete application.
Approval Process	9.3.7.1	(d) Utilizing the planning approval process (subdivisions / condominiums, official plan amendments, zoning amendments, site plan control, consent, minor variance, demolition control) to facilitate the retention of heritage resources, and to ensure any proposed development is compatible with heritage resources;	(d) Utilizing the planning approval process (subdivisions / condominiums, official plan amendments, zoning amendments, site plan control, consent, minor variance, demolition control) to facilitate the~~ retention~~ conservation of heritage resources, and to ensure any proposed development conserves heritage resources;
Urban Design Criteria	9.3.7.1	(e) Having regard to the following factors when assessing applications such as zoning amendments, site plan control applications, demolition control and payment-in-lieu, which may impact heritage resources: (i) Respecting the massing, profile and character of adjacent buildings; (ii) Approximating the width and established setback pattern of nearby heritage buildings; (iii)Respecting the yards, gardens, trees and landscaped grounds associated with the heritage properties and districts which contribute to their integrity, identity, and setting;	(e) ~~Having regard to~~ **Addressing** the following factors when assessing applications such as zoning amendments, site plan control applications, demolition control and payment-in-lieu, which may impact heritage resources: (i) Respecting the massing, profile and character of adjacent buildings; (ii) Approximating the width and established setback pattern of nearby heritage ~~buildings~~ **resources;** (iii) Respecting the yards, gardens, trees and landscaped grounds associated with the ~~protected heritage properties~~ **heritage resources** ~~when identified as heritage attributes; which contribute to their integrity, identity, and setting;~~

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		(iv)Maintaining, enhancing or creating views and vistas of heritage resources; and (v) Minimizing the impact of shadowing on adjacent heritage properties, particularly on landscaped open spaces and outdoor amenity areas.	(iii)Respecting the yards, gardens, trees and landscaped grounds associated with the heritage resources; (iv)Maintaining, enhancing or creating views and vistas of heritage resources; and (v) Minimizing the impact of shadowing on **or** adjacent to heritage **resources** ~~properties, particularly on landscaped open spaces and outdoor amenity areas where identified as heritage attributes.~~
Demolition Control	9.3.7.1	(f) Utilizing the demolition control provisions of the Planning Act and the Heritage Act to assist in the protection of heritage buildings and structures;	f) Utilizing the demolition control provisions of the Planning Act and the Heritage Act to assist in the **conservation of heritage resources;** ~~protection of heritage buildings and structures;~~
Development Proposals	9.3.7.1	(i) Requiring for all development proposals that abut or in the opinion of the City Planner are likely to materially affect a designated heritage building or structure, a Built Heritage Impact Study to the satisfaction of the City Planner;	~~f) Requiring for all~~ Requiring development proposals that ~~abut or in the opinion of the City Planner are likely to materially~~ affect a ~~designated~~ **heritage resource undertake** ~~heritage building or structure~~, a ~~Built~~ Heritage Impact Assessment to the satisfaction of the City Planner;
Study Purpose-Heritage Impact Assessment	10.2.9	c) Built Heritage Impact Study - The purpose of a Heritage Impact Study is to identify and evaluate cultural heritage resources and determine if any heritage	c) ~~Built Heritage Impact Study~~ **Heritage Impact Assessment** - The purpose of a Heritage Impact ~~study~~ **Assessment** is to identify and evaluate cultural heritage resources and determine if any

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		resources, including listed or designated heritage resources, are impacted by development proposals and the potential need for mitigation measures;	heritage resources, including listed or designated heritage resources, are impacted by development proposals and the potential need for mitigation measures;
Heritage Documentation and Salvage Plan	10.2.9	New	**Heritage Documentation and Salvage Plan (HDSP)- The purpose of a Heritage Documentation and Salvage Plan (HDSP) is to create a permanent record of a heritage resource prior to demolition, relocation, removal, or substantial alteration; identify heritage materials, features, and attributes suitable for retention, salvage, reuse, interpretation, or commemoration; and establish measures to mitigate the loss of cultural heritage value or interest through appropriate conservation and documentation strategies.**
Evaluation Criteria-	11.4.3.6	Without limiting the relevant provisions of the Planning Act, the approval authority shall evaluate applications for consent in the same manner as an application for plan of subdivision, including; a) Provincial legislation, provincial policies and applicable provincial guidelines; b) Conformity with the policies of this Plan, Volume II: Secondary Plans and Special	and, **(g) potential impacts on adjacent or on-site heritage resources.**

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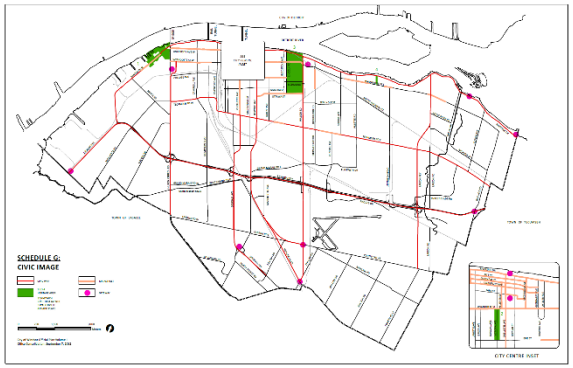
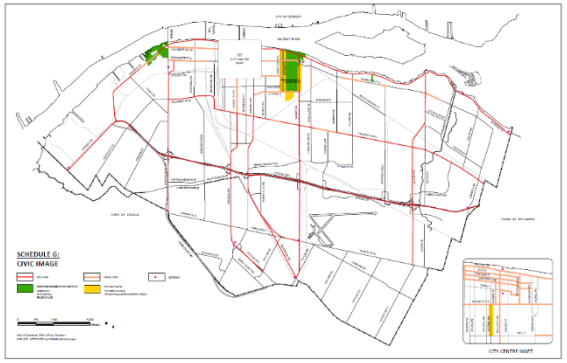
SECTION (amendments noted in **bold** lettering, deletions noted by strikeouts)	**No.**	**Current Policy**	**Amended Policy** (amendments noted in **bold** lettering, deletions noted by strikeouts)
		Policy Areas and other relevant municipal standards and guidelines; c) Conformity with the recommendations of any support studies prepared as part of the application; d) The continuation of an orderly development pattern and the lot pattern in the neighbourhood; e) Impact of the development on adjacent properties and the lot pattern and density in the community; and f) The requirements or comments of Municipal departments and public agencies or authorities.	
Municipal Initiatives	11.8.4.2	Council may contribute funding toward the revitalization of areas through the capital works budget for projects including, but not limited to: (a) Streetscape improvements; (b) Infrastructure improvements; (c) The provision and upgrading of open space areas; (d) The provision and upgrading of community facilities; (e) Environmental site assessment and remediation;	Council may contribute funding toward the revitalization of areas through the capital works budget for projects including, but not limited to: (a) Streetscape improvements; (b) Infrastructure improvements; (c) The provision and upgrading of open space areas; (d) The provision and upgrading of community facilities; (e) Environmental site assessment and remediation;

Appendix B – Revisions Chart

SECTION (amendments noted in **bold** lettering, deletions noted by strikeouts)	**No.**	**Current Policy**	**Amended Policy** (amendments noted in **bold** lettering, deletions noted by strikeouts)
		(f) Development, redevelopment, construction and reconstruction of lands and buildings for rehabilitation purposes; and, (g) The provision of energy efficient uses, buildings, structures, works, improvements or facilities.	(f) Development, redevelopment, construction and reconstruction of lands and buildings for rehabilitation purposes; (g) The provision of energy efficient uses, buildings, structures, works, improvements or facilities; and, **(h) the conservation and revitalization of heritage resources**
Cultural Heritage Support	11.8.4.6	Support of cultural heritage resource conservation through the Ontario Heritage Act or other means.	Support **for the conservation and revitalization of** heritage resources. ~~of cultural heritage resource conservation through the Ontario Heritage Act or other means.~~
Mature Neighbourhoods as Heritage Resources	1.52.1	Schedule A-1 identifies Mature Neighbourhoods in the City. These areas are not designated as Heritage Areas or Heritage Conservation Districts. However, the areas reflect the cultural heritage of the City and should be protected. When considering the development of these areas, the policies of Section 9.3.7(d) shall be applied.	Schedule A-1 identifies Mature Neighbourhoods in the City. ~~These areas are not designated as Heritage Areas or Heritage Conservation Districts. However, the. areas~~ **These** areas reflect the cultural heritage of the City and should be protected. When considering the development of these areas, the policies of Section 9.3.7 shall be applied.
Heritage Conservation	1.52.2	Infill and intensification within Mature Neighbourhoods, shown on Schedule A-1, shall be consistent with the built form, height, massing, architectural and landscape of the area. Council will adopt Design Guidelines to assist in the design and review of development in these areas.	Infill and intensification within Mature Neighbourhoods, shown on Schedule A-1, shall be consistent with the built form, height, massing, **architecture** ~~architectural~~ and landscape of the area. Council will adopt Design Guidelines to assist in the design and review of development in these areas.

Appendix B – Revisions Chart

SECTION (amendments noted in **bold** lettering, deletions noted by strikeouts)	**No.**	**Current Policy**	**Amended Policy** (amendments noted in **bold** lettering, deletions noted by strikeouts)
Schedule 'G'		Revision to Map	
		Existing Schedule G 	Proposed Schedule G 

Item No. 8.1

Committee Matters: SCM 338/2026

Subject: Adoption of the Development & Heritage Standing Committee minutes of its meeting held November 2, 2026

CITY OF WINDSOR MINUTES 11/02/2026

Development & Heritage Standing Committee Meeting

Date: Monday, November 2, 2026
Time: 4:30 o'clock p.m.

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

Members Present:

Councillors
Ward 1 - Councillor Fred Francis
Ward 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:

Neil Robertson, City Planner
Greg Atkinson, Deputy City Planner – Development
Aaron Farough, Senior Legal Counsel
Stacey McGuire, Executive Director Operations
Patrick Winters, Manager, Development
Laura Diotte, Manager, Planning
Justina Nwaesei, Planner III – Development
Deborah Yankovic, Legal Assistant
Aashvi Sarvaiya, Development Review Technician
Natasha McMullin, Clerk Steno Senior

Anna Ciacelli, Deputy City Clerk

Delegations—participating via video conference
Item 7.1 Tracey Pillon-Abbs, Pillon-Abbs Inc., 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

None disclosed.

3. REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS

None requested.

4. COMMUNICATIONS

None presented.

5. ADOPTION OF THE *PLANNING ACT* MINUTES

5.1. Adoption of the Development & Heritage Standing Committee (*Planning Act*) minutes of its meeting held October 5, 2026

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

THAT the *Planning Act* minutes of the Development & Heritage Standing Committee of its meeting held October 5, 2026 **BE ADOPTED** as presented.
Carried.

6. PRESENTATION DELEGATIONS (*PLANNING ACT* MATTERS)

7. *PLANNING ACT* MATTERS

7.1. Approval of a Draft Plan of Subdivision, Zoning By-law Amendment, and Official Plan Amendment Applications for lands situated at the southwest corner of Richmond and St. Luke; Applicant: 14493559 Canada Inc.; File Nos. Z 015-26 [ZNG-7376] & OPA 202 [OPA-7377] & SDN 001-26 [SDN-7378]; Ward 5

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

Decision Number: **DHSC 878**

I. THAT the City of Windsor Official Plan Volume I - The Primary Plan, **BE AMENDED** by changing the land use designation of the land located on the southwest corner of Richmond Street and St. Luke Road, described as Part of Lot 97, Concession 1, designated as PART 5, PART 6, and PART 7 on Plan 12R30480, [Part of PIN 01093-0029 LT, Part of PIN 01093-0058, and Part of PIN 01093-0069] from Business Park and Industrial to Residential;

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

42. **SOUTHWEST CORNER OF RICHMOND STREET AND ST. LUKE ROAD**

For the land comprising PART 5, PART 6, and PART 7 on Plan 12R30480, [Part of PIN 01093-0029 LT, Part of PIN 01093-0058, and Part of PIN 01093-0069], the following additional provisions shall apply:

a) The front wall of a *garage* forming part of the *main building* shall be set back a *minimum* of 1.0 m from that portion of the front wall of the *dwelling unit* closest to the street.

b) In a *required front yard*, a *parking space* is prohibited, and a driveway leading to a *garage* or a *parking space* is permitted.

c) The *maximum* width of a *carport* or *garage* forming part of the *main building* shall not exceed 50% of the width of the *building*.

d) Stucco or an Exterior Insulation and Finish System (EIFS) is prohibited.

[ZDM 6; ZNG/7376]

III. THAT Zoning By-law 8600 **BE FURTHER AMENDED** by changing the zoning of the land located on the southwest corner of Richmond Street and St. Luke Road, described as Part of Lot 97, Concession 1, designated as PART 5, PART 6, and PART 7 on Plan 12R30480, [Part of PIN 01093-0029 LT, Part of PIN 01093-0058, and Part of PIN 01093-0069], from MD2.1 & HMD1.4 to H(2)RD2.2x(42);

IV. THAT the application of 14493559 Canada Inc. for Draft Plan of Subdivision approval for Part of Lot 97, Concession 1, designated as PART 5, PART 6, and PART 7 on Plan 12R30480, [Part of PIN 01093-0029 LT, Part of PIN 01093-0058, and Part of PIN 01093-0069], **BE APPROVED** subject to the following conditions:

A. That the Draft Plan Approval shall lapse on November 23, 2029 (3 years from the date of approval);

B. That this approval applies to the draft plan of residential subdivision presented on attached Map Nos. SDN-001/26-1, SDN-001/26-1A, SDN-001/26-1B, SDN-001/26-1C prepared by VERHAEGEN Land Surveyors for 2863167 Ontario Inc., consisting of 12 blocks for construction of 24 semi-detached dwelling units, 13 blocks for construction of 51 townhome dwelling units, 3 blocks for Land Reserves, 1 block for corner cut-off, 1 block to be conveyed to the Corporation of the City of Windsor for stormwater facility, and one proposed new road allowance (Street A);

C. That the owner(s) shall enter into a subdivision agreement with the Corporation of the City of Windsor for the proposed development on the subject land;

D. That the Owner(s) shall submit for approval of the City Planner/Executive Director of Planning & Building a final draft M-Plan, which shall include the names of all road allowances within the plan, as approved by the Corporation.

E. That the subdivision agreement between the Owner(s) and the Corporation of the City of Windsor be registered on title and shall contain, among other matters, the following provisions:

1. The Owner(s) shall include all items as set out in the Results of Circulation (Appendix D, attached hereto) with further amendments as required and other relevant matters set out in CR 233/98 (Standard Subdivision Agreement).

2. Conveyance Requirements:

a. The Owner(s) shall, prior to the issuance of a construction permit, gratuitously convey to the Corporation of the City of Windsor

i) 4.60 m x 4.60 m corner cut-off at the intersection of Richmond Street and St. Luke Road

ii) Block 21 on Map Nos. SDN-001/26-1, SDN-001/26-1A, SDN-001/26-1B, & SDN-001/26-1C, for Storm Water Management (SWM) Facility purposes; and

iii) Block 29 *(0.3m wide strip of land along the north limit of Block 20*) and Block 30 *(0.3m wide strip of land along the north limit of Block 2*) on Map Nos. SDN-001/26-1, SDN-001/26-1A, SDN-001/26-1B, SDN-001/26-1C, for land reserve purposes.

b. The conveyances listed in paragraph 2(a) above shall be to the satisfaction of the City Engineer and the City Solicitor.

F. **Offsite Improvements** - The owner(s) shall agree to fully construct all future municipal right-of-ways, include, but not limited to: pavements, curbs and gutters, utilities and the necessary drainage facilities, according to City of Windsor standard specification for the following road designations - Local Residential Roads: complete with 20.1 metre right-of-ways. Pavements to be constructed in accordance with General Provision G-2(6).

G. The owner(s) shall agree to submit the following prior to issuance of the Enhanced Permit:

1) A detailed cost estimate for the Offsite Improvements, supported by preliminary design drawings prepared by an Engineer licensed in the Province of Ontario

2) Approval by the Manager of Risk Management of all necessary securities and insurance

3) Engineering Development Review fee in accordance with the current City of Windsor User Fee Schedule

H. **Servicing Study** - The owner(s) shall, prior to the issuance of a construction permit and at its entire expense, agree to retain a Consulting Engineer to provide a detailed servicing study report on the impact of the increased flow to the existing municipal sewer systems, satisfactory in content to the City Engineer. The study shall review the proposed impact and recommend mitigating measures and implementation of those measures. Any improvements and/or mitigating measures recommended in the Servicing Study shall be incorporated in the Subdivision Agreement and registered on title, prior to Final Plan approval.

I. **Sidewalks -** The owner(s) shall agree to construct at their expense and according to City of Windsor Standard Specifications, concrete sidewalks constructed to the satisfaction of the City Engineer. Sidewalks are to be constructed at the following locations:

- Street A – Along the east boulevard

J. **Record of Site Condition (RSC)** – The owner(s) shall, prior to the issuance of a construction permit, submit to the City Planner

1) A Record of Site Condition prepared by a Qualified Person and filed with Ontario's Ministry of the Environment, Conservation and Parks (MECP). The RSC needs to confirm that the property meets the required soil and groundwater standards for its intended use (as outlined in regulations like Ontario Regulation 153/04).

2) A copy of acknowledgement letter from the Ministry.

K. **Traffic Impact Study (TIS)** – The owner(s) shall, prior to Final Plan approval, submit an updated TIS deemed satisfactory by the City Engineer. All upgrades, if any, recommended in the revised TIS shall be incorporated in the Subdivision Agreement and registered on title, prior to Final Plan approval.

L. **Species At Risk (SAR) Preliminary Screening** – The owner(s) shall, prior to Final Plan approval, submit an updated SAR Preliminary Screening report to the satisfaction of the City Planner.

M. **SAR Remediation Compliance** – The owner(s) shall agree to comply with remediation / mitigation recommendations, if any, in the updated SAR report, to the satisfaction of the Chief Building Official and the City Planner, or an agreement registered on title to the property to comply with the remediation / mitigation recommendations in the required SAR study.

N. **Parkland Conveyance:** The Owner(s) shall, prior to the issuance of a construction permit, pay cash-in-lieu of the 5% of lands to be developed, in accordance with By-law 12780, to the satisfaction of the Executive Director of Parks and the City Planner.

O. **Tree Replacement / Compensation** – Prior to the issuance of any construction permit, the owner(s) shall contact the City Forester to determine the appropriate tree replacement and/or compensation requirements associated with the removal of trees identified in the Tree Inventory & Preservation Plan Report dated May 15, 2026, prepared by Jackson Arboriculture Inc. A Tree Canopy Replacement Compensation for the required 76 compensation trees shall be completed to the satisfaction of the City Forester.

P. **Noise Control Measures:** The Owner(s) shall agree to design the subject development in compliance with the following criteria:

i) all windows leading to sensitive living areas shall have a minimum sound transmission class (STC) as per Section 4 of the *Acoustical Report dated May 12, 2026,* attached hereto as Appendix C, in order to meet the MOECC indoor noise level criteria;

ii) all walls leading to sensitive living areas shall have a minimum sound transmission class (STC) as per Section 4 of the *Acoustical Report dated May 12, 2026,* attached hereto as Appendix C;

iii) acoustic privacy between units in a multi-tenant building, the inter-unit wall, shall meet or exceed STC-50; and

iv) wall separation between noisy spaces, such as refuse chutes or elevator shafts, and suites shall meet or exceed STC-55.

Q. **Acoustical Consultant Review:** The Owner(s) shall, prior to the issuance of a building permit, and at their entire expense, engage the services of an acoustical consultant to review the sound transmission class (STC) for the proposed development's walls, windows, and doors to ensure they conform to the recommendations outlined in the May 12, 2026, Acoustical Report prepared by BAIRD AE.

R. **Warning Clause(s):** The Owner(s) shall agree to place the following warning clause in all Offers to Purchase, and Agreement of Purchase or Sale or lease between the Owner(s) and all prospective home buyers, and in the title of each dwelling unit within the subject plan of subdivision [Map Nos. SDN-001/26-1, SDN-001/26-1A, SDN-001/26-1B, SDN-001/26-1C]

NOISE WARNING - *"This dwelling unit has been designed with the provision for adding central air conditioning at the occupant's discretion. Installation of central air conditioning by the occupant in low and medium density developments will allow windows and exterior doors to remain closed, thereby ensuring that the indoor sound levels are within the sound level limits of the Municipality and the Ministry of the Environment."*

NOTES TO DRAFT APPROVAL (File # SDN-001/24)

1. *The applicant is directed to Section 51(39) of The Planning Act 1990 regarding appeal of any imposed conditions to the Ontario Land Tribunal. Appeals are to be directed to the City Clerk of the City of Windsor.*

2. *It is the applicant's responsibility to fulfil the conditions of draft approval and to ensure that the required clearance letters are forwarded by the appropriate agencies to the City of Windsor, to the attention of the City Planner / Executive Director of Planning and Development, quoting the above-noted file number.*

3. *Required agreements with the Municipality will be prepared by the City Solicitor.*

4. *The applicant should consult with an Ontario Land Surveyor for this proposed plan concerning registration requirements relative to the Certification of Titles Act.*

5. *The final plan approved by the Corporation of the City of Windsor must be registered within thirty (30) days or the Corporation may withdraw its approval under Section 51(59) of The Planning Act 1990.*

6. *All plans of subdivision/condominium are to be prepared and presented in metric units and certified by the Ontario Land Surveyor that the final plan is in conformity to the approved zoning requirements.*

7. *Where agency conditions are included in the City's Subdivision Agreement, the Applicant is required to forward a copy of the agreement to the agencies in order to facilitate their clearance of conditions for final approval of this plan.*

V. THAT the City Clerk **BE AUTHORIZED** to issue the required notice respecting approval of the draft plan of subdivision under Section 51(37) of The Planning Act.

VI. THAT the subdivision agreement shall **BE REGISTERED** against lands to which it applies prior to the final registration of the Plan of Subdivision.

VII. THAT prior to the final approval by the Corporation of the City of Windsor, the City Planner / Executive Director of the Planning and Development shall **BE ADVISED**, in writing, by the appropriate agencies and/or municipal departments that conditions have been satisfied.

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

Carried.

Report Number: S 108/2026
Clerk's File: Z/15218; Z/15217; Z/15216

There being no further business the meeting of the Development & Heritage Standing Committee (*Planning Act* Matters) portion is adjourned at 4:54 o'clock p.m.

The Chairperson calls the Administrative Items portion of the Development & Heritage Standing Committee meeting to order at 4:55 o'clock p.m.

11. ADMINISTRATIVE ITEMS

11.1. Closure of the east/west alley located east of Oak Street, south of Wyandotte Street West and west of Crawford Avenue, SAA-7163, Ward 3

Moved by: Councillor Angelo Marignani
Seconded by: Councillor Fred Francis

Decision Number: **DHSC 879**

I. THAT the 4.27 metre-wide east/west alley, located east of Oak Street, south of Wyandotte Street West and west of Crawford Avenue, and shown on Drawing No. CC-1852 (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** to the abutting property owners, 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. Enbridge Gas Inc. to accommodate existing Natural Gas infrastructure;
iii. ENWIN Utilities Ltd. to accommodate existing aerial infrastructure;
iv. Managed Network System Inc. ("MNSi") to accommodate existing aerial infrastructure.

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

a. For alley portions conveyed to abutting lands zoned CD2.2, $20.00 per square foot without easements, plus HST if applicable, together with a proportionate share of the survey costs as invoiced to the City by an Ontario Land Surveyor, and $10.00 per square foot with easements, plus HST if applicable, together with a proportionate share of the survey costs as invoiced to the City by an Ontario Land Surveyor.

b. For alley portions conveyed to abutting lands zoned MD1.2, $12.00 per square foot without easements, plus HST if applicable, together with a proportionate share of the survey costs as invoiced to the City by an Ontario Land Surveyor, and $6.00 per square foot with easements, plus HST if applicable, together with a proportionate share of the survey costs as invoiced to the City by an Ontario Land Surveyor.

IV. THAT The City Solicitor **BE REQUESTED** to supply the appropriate legal description, in accordance with Drawing No. CC-1852.

V. THAT The City Solicitor **BE REQUESTED** to prepare the necessary by-law(s).

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

VII. THAT the matter **BE COMPLETED** electronically pursuant to By-law Number 366-2003, and that the City Solicitor be authorized to execute all standard real estate documents in accordance with By-law 366-2003.

Carried.

Report Number: S 103/2026
Clerk's File: SAA2026

11.2. Closure of the east/west alley located north of Grand Marais Road West, east of Everts Avenue and west of Curry Avenue, SAA-7363, Ward 10

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

Decision Number: **DHSC 880**

I. THAT the 4.27 metre-wide east/west alley, located north of Grand Marais Road West, east of Everts Avenue and west of Curry Avenue, and shown on Drawing No. CC-1881 (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** to the abutting property owners, 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. ENWIN Utilities Ltd. to accommodate existing overhead hydro distribution pole lines;
ii. Managed Network System Inc. (MNSi) to accommodate existing aerial infrastructure.

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

a. For alley conveyed to abutting lands zoned RD1.4, $1.00 plus HST, together with deed preparation fee and a proportionate share of the survey costs as invoiced to the City by an Ontario Land Surveyor.

b. For alley conveyed to abutting lands zoned CD1.1, $20 per square foot ($215.28 per m^2) without easements, plus HST, together with a proportionate share of the survey costs as invoiced to the City by an Ontario Land Surveyor, and $10 per square foot ($107.64 per m^2) with easements, plus HST, together with a proportionate share of the survey costs as invoiced to the City by an Ontario Land Surveyor.

IV. THAT the City Solicitor **BE DIRECTED** to prepare the necessary by-law(s).

V. 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.

VI. THAT the matter **BE COMPLETED** electronically pursuant to By-law Number 366-2003 and that the City Solicitor be authorized to execute all standard real estate documents in accordance with By-law 366-2003.

Carried.

Report Number: S 109/2026
Clerk's File: SAA2026

13. QUESTION PERIOD

Councillor Jim Morrison conveys his thanks to Member Anthony Arbour for his many years serving on the committee.

Councillor Jim Morrison also expresses his thanks to Councillors Fred Francis, Angelo Marignani, Keiran McKenzie, and Mark McKenzie for serving on the *Planning Act* portion of the Committee over the past four years. He commends their work with administration and residents, citing the many regulatory and legislative changes the Committee has had to deal with. Councillor Jim Morrison then expresses his gratitude for the support and efforts of Administration, Planning Department, and Public Works.

Councillor Kieran McKenzie offers his respect and appreciation for Councillor Morrison's work as the Committee chair, and for navigating the many challenges presented to the Committee.

14. ADJOURNMENT

There being no further business the meeting of the Development & Heritage Standing Committee (Administrative Items) is adjourned at 5:01 o'clock p.m. The next meeting of the Development & Heritage Standing Committee will be held on December 1, 2026.
Carried.

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

Item No. 8.2

Committee Matters: SCM 349/2026

Subject: Adoption of the Special Development & Heritage Standing Committee minutes of its meeting held November 9, 2026

CITY OF WINDSOR MINUTES 11/09/2026

Special Development & Heritage Standing Committee Meeting

Date: Monday, November 9, 2026
Time: 3:00 o'clock p.m.
Location: Council Chambers, 1st Floor, Windsor City Hall

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 John Miller
Member Khassan Saka
Member William Tape

Member Regrets
Member Joseph Fratangeli
Member Charles Pidgeon

PARTICIPATING VIA VIDEO CONFERENCE ARE THE FOLLOWING FROM ADMINISTRATION:

Sandra Gebauer, Council Assistant

ALSO PARTICIPATING IN COUNCIL CHAMBERS ARE THE FOLLOWING FROM ADMINISTRATION:

Jelena Payne, Deputy Chief Administrative Officer / Commissioner, Economic Development
Neil Robertson, City Planner
Greg Atkinson, Deputy City Planner – Development
Jason Campigotto, Deputy City Planner – Growth
Aaron Farough, Senior Legal Counsel
Stacey McGuire, Executive Director Operations
Brandon Calleja, Senior Manager /Deputy CBO/Permits

Laura Diotte, Manager, Planning
Tracy Tang, Planner III – Heritage
Anna Ciacelli, Deputy City Clerk

Delegations—participating via video conference

Item 10.1 Jackie Lassaline, Lassaline Planning Consultants Inc., Agent for Property Owner
Item 10.1 Vanessa Hicks, MHBC Planning LTD, Agent for Property Owner
Item 10.1 Fujing Ma, Representative for Property Owner

Delegations—participating in person

Item 10.1 Saba Mikha, Property Owner
Item 10.1 Caroline Taylor, Area Resident
Item 10.1 Tony Rosati, Property Owner
Item 10.1 Vince Rosati Jr., Property Owner

1. CALL TO ORDER

The Chairperson calls the meeting of the Development & Heritage Standing Committee to order at 3:00 o'clock p.m.

2. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

Member William Tape discloses an interest and abstains from voting on Clause I of Item 10.1 regarding the publication of a Notice of Intention to Designate All Saints' Church & Rectory at 330 City Hall Square West (Ward 3), for which he is a consultant.

3. REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS

None requested.

4. COMMUNICATIONS

None presented.

8. ADOPTION OF THE MINUTES

8.1. Adoption of the Development & Heritage Standing Committee minutes of its meeting held August 04, 2026

Moved by: Councillor Angelo Marignani
Seconded by: Member John Miller

THAT the minutes of the Development & Heritage Standing Committee of its meeting held August 04, 2026 **BE ADOPTED** as presented.
Carried.

Report Number: SCM 276/2026

8.2. Adoption of the Development & Heritage Standing Committee minutes of its meeting held September 1, 2026

Moved by: Councillor Mark McKenzie
Seconded by: Member Khassan Saka

THAT the minutes of the Development & Heritage Standing Committee of its meeting held September 1, 2026 **BE ADOPTED** as presented.
Carried.

Report Number: SCM 298/2026

8.3. Adoption of the Development & Heritage Standing Committee minutes of its meeting held October 5, 2026

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

THAT the minutes of the Development & Heritage Standing Committee of its meeting held October 5, 2026 **BE ADOPTED** as presented.
Carried.

Report Number: SCM 315/2026

10. *HERITAGE ACT* MATTERS

10.1. Heritage Designations of 'High' Priority Properties, Batch III (City-wide)

Vince Rosati, Jr., Rosati Construction, Property Owner

Vince Rosati, Jr., Rosati Construction, Property Owner of 1969 Wyandotte Street East, appears before the Development & Heritage Standing Committee regarding the administrative report dated July 16, 2026, entitled “Heritage Designations of ‘High’ Priority Properties, Batch III – City Wide” and is available for questions.

Saba Mikha, Property Owner

Saba Mikha, Property Owner of 4147 Riverside Drive East, appears before the Development & Heritage Standing Committee and expresses concern regarding the administrative recommendation in the report dated July 16, 2026, entitled “Heritage Designations of ‘High’ Priority Properties, Batch III – City Wide” related to the designation of her property and asks the city to balance the preservation of heritage with the safety and economic situation of the owners.

Caroline Taylor, Area Resident

Caroline Taylor, Area Resident, appears before the Development & Heritage Standing Committee regarding the administrative report dated July 16, 2026, entitled “Heritage Designations of ‘High’ Priority Properties, Batch III – City Wide” and expresses admiration for the historic value and features of the J. E. Benson school property; however, she admits that the property is in disrepair, and the historic features would be cost-prohibitive to restore. Ms. Taylor concludes by suggesting that designating the property will inhibit development and that it will continue to be a neglected eyesore in the neighbourhood.

Jackie Lassaline, Lassaline Planning Consultants Inc., Agent for Property Owners and Vanessa Hicks, MHBC Planning Ltd., Agent for Property Owners of 1969 Wyandotte Street East

Jackie Lassaline, Lassaline Planning Consultants Inc., Agent for Property Owners of 1969 Wyandotte Street East, and Vanessa Hicks, MHBC Planning Ltd., Agent for Property Owners of 1969 Wyandotte Street East, appear before the Development & Heritage Standing Committee regarding the administrative report dated July 16, 2026, entitled “Heritage Designations of ‘High’ Priority Properties, Batch III – City Wide” and present a Heritage Impact Assessment of the property. The assessment states that the building in question does not meet the requirements to be designated as a heritage property. The building’s decades-long use as a funeral home had a negative impact on the integrity of the building, and multiple additions, plus years of neglect have deteriorated its structural condition. Ms. Lassaline concludes by requesting the report recommendation be amended to support the demolition of the poor-quality building.

Tony Rosati, Rosati Construction, Property Owner

Tony Rosati, Rosati Construction, Property Owner of 1969 Wyandotte Street East, appears before the Development & Heritage Standing Committee regarding the administrative report dated July 16, 2026, entitled “Heritage Designations of ‘High’ Priority Properties, Batch III – City Wide” and indicates that designation of the property is unnecessary. Mr. Rosati adds that his goal is to replace this building with a commercial property that fits the character of the neighbourhood and is willing to work with the city to preserve heritage elements where possible.

Fujing Ma, Representative of Property Owner

Fujing Ma, Representative of Property Owner of 1556 Wyandotte Street West – J.E. Benson School, appears before the Development & Heritage Standing Committee and expresses concern regarding the recommendation in the administrative report dated July 16, 2026, entitled “Heritage Designations

of 'High' Priority Properties, Batch III – City Wide" and indicates that the property was purchased in 2018 and renovated to serve as a school. However, the cancellation of in-person classes during the pandemic and the end of the foreign student program resulted in the closure of the school. The property is currently for sale, and the owners are concerned that designation will discourage potential buyers.

Councillor Mark McKenzie asks Mr. Rosati when the request to demolish the property at 1969 Wyandotte Street East was submitted to the city, and if his plans for the property were discussed. Mr. Rosati replies that the demolition and building applications were submitted earlier this year.

Councillor Mark McKenzie asks Ms. Lassaline if any administrative staff has reached out since she submitted the Heritage Impact Assessment of 1969 Wyandotte Street East. Ms. Lassaline replies that she has not been contacted by any Planning or Heritage staff.

Councillor Mark McKenzie requests that Mr. Rosati describe his plans for the redevelopment of the site at 1969 Wyandotte Street East. Mr. Rosati explains that the plan is to construct a street-facing, two-storey brick and limestone commercial building, compliant with heritage district requirements and very similar to the restored Strathcona Building located across the street to compliment the area. The plans also include moving parking to behind the building instead of on the street in front.

Councillor Mark McKenzie compliments the heritage restoration work Mr. Rosati's company performed on the Strathcona building, recognizing that Mr. Rosati is doing great work conserving and maintaining the heritage atmosphere in Walkerville. He asks if Mr. Rosati would commit to a commemorative plaque or acknowledgement of the previous property should he be permitted to demolish the building, and Mr. Rosati indicates that he would commit to that.

Councillor Angelo Marignani asks Mr. Rosati if there is a timeline for starting this project. Mr. Rosati indicates that he would like to see shovels in the ground by spring of 2027. Councillor Marignani also confirms with Mr. Rosati that the new building's design will honor the heritage characteristics of the neighbourhood.

Councillor Angelo Marignani asks Ms. Taylor if her main issue with the J.E. Benson site at 1556 Wyandotte Street West is the neglect, and Ms. Taylor agrees.

Councillor Marignani asks about the lack of property standards by-law enforcement in the neighbourhood. Ms. Taylor replies that she has not seen much by-law enforcement in the area, and that issues are not being reported by the general neighbourhood.

Councillor Marignani then asks Ms. Taylor if she is in favour of demolition of the property. Ms. Taylor replies that, regretfully, she is, as she does not see how it could feasibly be restored.

Member William Tape asks Mr. Rosati, Jr. if he would be willing to incorporate any existing heritage elements from the building at 1969 Wyandotte Street East should they be deemed salvageable. Mr. Rosati replies that he would be open to trying to maintain elements where possible and within reason.

Councillor Kieran McKenzie asks Ms. Mikha if she was aware that her home at 4147 Riverside Drive was on the city's Heritage Register when it was purchased. Ms. Mikha replies that she was aware

that the property was listed but not designated and was told by a city employee that they would be able to make changes to the building.

Councillor Kieran McKenzie asks if the field stones that make up the home's exterior were part of the reason she purchased the property. Ms. Mikha replies that she likes the field stones and did not want to alter them, but she was told by an engineer that it would be very expensive to repair and could not be guaranteed to crack again over time.

Councillor Kieran McKenzie also asks Ms. Ma if the owner was aware that the building at 1556 Wyandotte Street West was on the heritage list when it was purchased. Ms. Ma replies that the owner did not know at the time that the building was a heritage property.

Councillor Kieran McKenzie asks Ms. Ma if she acknowledges the heritage attributes of the property. Ms. Ma replies that she cannot respond, however, she does acknowledge that the building is expensive to maintain and is no longer affordable for the owner. She explains the owner opposes the heritage designation to make the sale of the property easier. She states she wants what's best for the neighbourhood and community.

Councillor Kieran McKenzie inquires whether administration has a response to Ms. Lassaline's assessment that the building at 1969 Wyandotte Street East has no heritage value due to its condition. Tracy Tang, Planner III – Special Projects, appears before the Development & Heritage Standing Committee regarding the administrative report dated July 16, 2026, entitled "Heritage Designations of 'High' Priority Properties, Batch III – City Wide" and replies that administration believes the property meets the minimum provincial criteria for individual designation, as well as contribution to the Heritage Conservation District of Walkerville.

Councillor Kieran McKenzie asks Administration how the Heritage Impact Assessment from the developer impacts the Walkerville HCD framework moving forward. Jason Campigotto, Deputy City Planner – Growth, appears before the Development & Heritage Standing Committee regarding the administrative report dated July 16, 2026, entitled "Heritage Designations of 'High' Priority Properties, Batch III – City Wide" to explain that the demolition application was received back in July, and to support this application, administration asked for a structural assessment and heritage impact assessment to be provided. As of October, administration had only received a Site Plan Control Stage 1 application for redevelopment of the property. Administration has not had the opportunity to thoroughly review the Heritage Impact Assessment as it was only received a few days before the meeting. However, Mr. Campigotto states that the property meets five of the nine criteria under provincial regulation, as reviewed and vetted by the heritage plan consultants working on the Walkerville Heritage District designation.

Councillor Kieran McKenzie asks Administration if the Rosati's proposed development at 1969 Wyandotte Street East would be an acceptable outcome from a planning and heritage perspective. Neil Robertson, City Planner, appears before the Development & Heritage Standing Committee regarding the administrative report dated July 16, 2026, entitled "Heritage Designations of 'High' Priority Properties, Batch III – City Wide" and indicates that administration is currently working with the Rosati Group to facilitate this redevelopment. The heritage designation of the property provides insurance that the exterior design will be consistent with the Heritage District guidelines.

Councillor Kieran McKenzie returns to the J.E. Benson property at 1556 Wyandotte Street West and asks Administration if asbestos abatement will be necessary regardless of whether the property is designated or not. Mr. Campigotto replies that this is correct.

Councillor Kieran McKenzie then asks if non-designated heritage properties are sold more easily than designated properties. Neil Robertson replies that administration does not have that information.

Councillor Kieran McKenzie inquires whether heritage designation of 4147 Riverside Drive East would allow the homeowner options for façade repair or replacement instead of field stones. Mr. Campigotto replies that administration is working with the homeowner on different options, including only maintaining the field stone façade on the front of the house to help mitigate cost and technical constraints. Mr. Campigotto states that the property owner's engineer feels that secondary settlement of the foundation has already occurred, and he would not expect further degradation to occur; in this case, the field stones could be removed, foundation work completed, and the stones replaced.

Member John Miller comments that the proposed development at 1969 Wyandotte Street East fits in with the character of the Walkerville neighbourhood. Mr. Miller feels that the Rosati Group has shown their desire to work with the city and maintain the heritage aesthetic through their previous developments in the area. His opinion is that this process is imposing too much 'red tape' on a developer that has a proven track-record in Walkerville.

Councillor Jim Morrison comments that the J.E. Benson school at 1556 Wyandotte Street West is very clearly a heritage property but cannot say whether it is feasible to refurbish without expert consultation.

Councillor Jim Morrison thanks the members who have served on the Committee for their contributions over the past four years.

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

Decision Number: **DHSC 881**

I. THAT the City Clerk **BE AUTHORIZED** to publish a Notice of Intention to Designate 330 City Hall Sq W - All Saints' Church & Rectory (Ward 3) in accordance with Part IV, Section 29 of the *Ontario Heritage Act* based on the corresponding Statement of Cultural Heritage Value or Interest attached in Appendix 'A'.

II. THAT the City Solicitor **PREPARE** the By-law for Council to designate this property.

Carried.
Member William Tape discloses an interest and abstains from voting on these clauses.

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

Decision Number: **DHSC 882**

I. THAT the City Clerk **BE AUTHORIZED** to publish a Notice of Intention to Designate 1556 Wyandotte St W - J.E. Benson School (Ward 2) in accordance with Part IV, Section 29 of the *Ontario Heritage Act* based on the corresponding Statement of Cultural Heritage Value or Interest attached in Appendix 'A'.

II. THAT the City Solicitor **PREPARE** the By-law for Council to designate this property.

Carried.
Councillors Fred Francis and Mark McKenzie voting nay.

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

Decision Number: **DHSC 883**

I. THAT the City Clerk **BE AUTHORIZED** to publish a Notice of Intention to Designate 628 Ouellette Ave - Central United Church (Ward 3) in accordance with Part IV, Section 29 of the *Ontario Heritage Act* based on the corresponding Statement of Cultural Heritage Value or Interest attached in Appendix 'A'.

II. THAT the City Solicitor **PREPARE** the By-law for Council to designate this property.

Carried.

Moved by: Member William Tape
Seconded by: Councillor Kieran McKenzie

I. THAT the City Clerk BE AUTHORIZED to publish a Notice of Intention to Designate 4147 Riverside Dr E - Edmund C. Poisson House (Ward 5) in accordance with Part IV, Section 29 of the *Ontario Heritage Act* based on the corresponding Statement of Cultural Heritage Value or Interest attached in Appendix 'A'.

II. THAT the City Solicitor PREPARE the By-law for Council to designate this property.

III. THAT, subject to the designation by-law for 4147 Riverside Drive East coming into force, the proposed alteration involving the partial removal, retention, repair, salvage, and reinstatement of fieldstone cladding and the installation of a limestone-textured stucco finish, generally in accordance with Appendix 'D', BE APPROVED IN PRINCIPLE.

IV. THAT the City Planner, or designate, BE AUTHORIZED to approve the final plans and specifications for the alteration to 4147 Riverside Drive East, provided that they are substantially consistent with the approval in principle and satisfy the conditions in Appendix 'D', with completion of the work to the satisfaction of the City Planner.

The motion is **put** and is **lost** due to an equality of votes.

Aye votes: Councillors Jim Morrison and Kieran McKenzie, and Members William Tape and John Miller.

Nay votes: Member Khassan Saka, and Councillors Fred Francis, Angelo Marignani, and Mark McKenzie.
Absent: Member Joseph Fratangeli and Member Charles Pidgeon
Abstain: None.

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

Decision Number: **DHSC 884**

THAT the request to Designate the property at 1969 Wyandotte St E - Dr. C.W. Hoare Residence (Ward 4) in accordance with Part IV, Section 29 of the *Ontario Heritage Act* based on the corresponding Statement of Cultural Heritage Value or Interest attached in Appendix 'A' **BE DENIED**.

Carried.

Report Number: S 87/2026
Clerk's File: MBA/14619

There being no further business the meeting of the Development & Heritage Standing Committee (*Heritage Act* Matters) portion is adjourned at 4:11 o'clock p.m.

The Chairperson calls the Administrative Items portion of the Development & Heritage Standing Committee meeting to order at 4:12 o'clock p.m.

11. ADMINISTRATIVE ITEMS

11.1. On-site Signs Providing Notice of Planning Applications - City Wide

Moved by: Councillor Fred Francis
Seconded by: Councillor Angelo Marignani

Decision Number: **DHSC 885**

1. THAT Report S 112/2026 regarding on-site signs providing public notice of planning applications **BE RECEIVED**; and

2. THAT By-law 250-2004 (A By-law Respecting Signs and Other Advertising Devices in the City of Windsor) **BE AMENDED** as follows:

    a. Adding the following definition to Section 2.0 Definitions and Interpretation in alphabetical order and that the appropriate subsections be renumbered as necessary:

    PLANNING APPLICATION SIGN means a temporary SIGN located on private property that provides public notice of a planning application and contains content prepared by City of Windsor Administration.

b. Adding the following to Section 5.0 – Signs Not Requiring a Sign Permit:

5.1.2 c) xi) PLANNING APPLICATION SIGN, exclusive of a sign requiring a design prepared by a licensed Architect or Professional Engineer under Div. C, Section 1.2.1.2 6) & 7) of the Ontario Building Code.

c. Amending the following Section 10.1.1 (a) as follows:

10.1.1 Unless otherwise specifically provided by this By-law, no PERSON shall ERECT, cause to ERECT, DISPLAY or cause to DISPLAY any of the following SIGNS:

(a) Any SIGN ERECTED, painted on or DISPLAYED against a fence or noise attenuation wall, with the exception of an APPROVED INFORMATION SIGN or PLANNING APPLICATION SIGN.

Carried.

Report Number: S 112/2026
Clerk's File: AB2026

14. ADJOURNMENT

There being no further business the special meeting of the Development & Heritage Standing Committee (Administration items) is adjourned at 4:12 o'clock p.m. The next meeting of the Development & Heritage Standing Committee will be held on December 1, 2026.
Carried.

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

THE CITY OF WINDSOR ONTARIO, CANADA

Council Report: S 105/2026

Subject: Walkerville Heritage Conservation District Designation under Part V of the *Ontario Heritage Act* (Ward 4)

Reference:

Date to Council: December 1, 2026
Author: Tracy Tang, MCIP, RPP
Planner III – Special Projects
519-255-6543 ext. 6851

Kristina Tang, MCIP, RPP
Planner III – Heritage
519-255-6543 ext. 6179
walkervilleheritage@citywindsor.ca
Planning & Building Services
Report Date: 10/1/2026
Clerk's File #: MBA/1700

To: Mayor and Members of City Council

Recommendation:

I. THAT the Walkerville Heritage Conservation District Plan and Guidelines, attached as "Appendix A" to Report S 105/2026, **BE ADOPTED** as the heritage conservation district plan for the Walkerville Heritage Conservation District pursuant to Part V of the *Ontario Heritage Act*.

II. THAT the project engagement record summarized in "Appendix D" and the engagement record with Hiram Walker & Sons Limited summarized in "Appendix E" to Report S 105/2026, **BE RECEIVED**.

III. THAT the City Solicitor **PREPARE AND ENACT** the by-law to designate the Walkerville Heritage Conservation District under Part V of the *Ontario Heritage Act* and to adopt the Walkerville Heritage Conservation District Plan and Guidelines, attached as "Appendix B" to Report S 105/2026.

IV. THAT the City Clerk **BE AUTHORIZED** to publish a Notice of the Passage of the By-law to designate the Walkerville Heritage Conservation District under Part V of the *Ontario Heritage Act.*

V. THAT the City's By-law 139-2013 delegating authority for heritage permits, attached as "Appendix C", **BE AMENDED** to include the Walkerville Heritage Conservation District and to authorize the City Planner, or designate, to approve applications within the limits established by Council and the *Ontario Heritage Act*.

VI. THAT the implementation measures proposed for the Walkerville Heritage Conservation District, as summarized in “Appendix F” to Report S 105/2026, **BE ENDORSED**; and THAT Administration **BE DIRECTED** to proceed with measures within existing authority and approved resources, with any measure requiring additional funding, statutory approval, or further Council authorization to be brought forward through the applicable budget or reporting process.

Executive Summary:

The purpose of this report is to recommend adoption of the Walkerville Heritage Conservation District (WHCD) Plan and Guidelines and designation of the Walkerville Heritage Conservation District (WHCD) under Part V of the *Ontario Heritage Act*.

The recommendations represent the culmination of a two-stage heritage conservation district process initiated by City Council to evaluate, document, and conserve Walkerville's cultural heritage value while providing a clear framework for managing future change. On May 26, 2025, City Council adopted the Walkerville Heritage Conservation District Study (Stage 1) and directed Administration to proceed with Stage 2, consisting of the preparation of a detailed heritage conservation district plan and guidelines and property inventory. In partnership with M.R. Letourneau & Associates Inc., Administration completed the necessary technical research, property inventory work, policy development, and public consultation required to finalize the proposed District.

The proposed WHCD contains approximately 760 properties, including 590 contributing properties which represent approximately 78 percent of all properties within the District. This substantially exceeds the provincial threshold established by Ontario Regulation 9/06 and provides a strong basis for designation. The WHCD Plan and Guidelines establish policies, guidelines, and procedures to conserve the District's cultural heritage value and heritage attributes while supporting compatible change, development, and investment.

The proposed designation is particularly timely given recent amendments to the *Ontario Heritage Act* resulting from *Bill 23, More Homes Built Faster Act*, which require the removal of undesignated listed properties from municipal heritage registers come January 1, 2027. Within the proposed District, 269 properties are currently listed on the Windsor Municipal Heritage Register but are not individually designated. Designation of the WHCD would provide a comprehensive framework to conserve these and other contributing heritage resources while managing change at the district-wide level.

The project included extensive public consultation and engagement that exceeded the statutory requirements of the *Ontario Heritage Act*. Feedback received from residents, property owners, businesses, community stakeholders, Indigenous communities and organizations, City departments, and other interested parties informed refinements to the final WHCD Plan and Guidelines, Property Inventory, and implementation recommendations.

Administration therefore recommends that City Council adopt the Walkerville Heritage Conservation District Plan and Guidelines, enact the designation by-law to officially designate Walkerville as a heritage conservation district under Part V of the *Ontario Heritage Act*, amend the City's Delegation By-law to include heritage permits for the proposed District, and endorse the implementation measures identified in this report.

Background:

On May 26, 2025, through Council Resolution CR 219/2025, City Council adopted the Walkerville Heritage Conservation District (WHCD) Study and its six recommendations, including the recommended District boundary, District objectives, and Statements of Cultural Heritage Value or Interest. Council further directed Administration to proceed with Stage 2 of the project, consisting of the preparation of a Heritage Conservation District Plan and Guidelines and a detailed Property Inventory.

Stage 2 was undertaken by Administration in partnership with M.R. Letourneau & Associates Inc. as the lead consultant and focused on translating the findings and recommendations of the WHCD Study into an implementable planning and heritage conservation framework. This work included preparation of the WHCD Plan and Guidelines, Property Inventory refinements, implementation recommendations, and policies and procedures to guide future change within the proposed district. Community consultation and public engagement opportunities were integrated throughout the Stage 2 project. Valuable feedback was collected through the Let's Talk Windsor public engagement webpage, various public meetings, surveys, and written correspondence, and informed each iteration of the Draft WHCD Plan and Guidelines.

The WHCD Plan and Guidelines now before Council represent the culmination of the two-stage Heritage Conservation District process and are intended to provide a comprehensive framework for conserving Walkerville's cultural heritage value while accommodating appropriate change within the District over time.

To support a coordinated approach, this report is being presented concurrently with Report S 114/2026, which addresses the proposed Official Plan Amendment to enable the implementation of the WHCD Plan and Guidelines, update heritage conservation policies, and revise Schedule G: Civic Mapping. Although the two reports are related, they involve separate decisions. This report recommends adoption of the WHCD Plan & Guidelines and designation of the District under Part V of the *Ontario Heritage Act* through passage of the associated designation by-law.

Legal Provisions:

Ontario Heritage Act:

Part V of the *Ontario Heritage Act* authorizes Council to designate a defined area as a heritage conservation district by by-law and requires Council to adopt a heritage conservation district plan containing a statement of cultural heritage value or interest, a description of heritage attributes, objectives, policies, guidelines and procedures for managing change. Ontario Regulation 9/06 further requires that at least 25 per cent of the properties within a district designated on or after January 1, 2023 must be "contributing" by satisfying two or more prescribed criteria. The Stage 2 WHCD Plan and Guidelines have been prepared in accordance with the requirements of the *Ontario*

Heritage Act, and the Property Inventory confirms that the proposed WHCD satisfies and exceeds the threshold for "contributing" properties.

The statutory public meeting and notice requirements under the *Ontario Heritage Act* have been completed prior to Council's consideration of this report. Should Council pass the designation by-law, notice of passing would be provided in accordance with the *Act* to the owner of each property located within the Heritage Conservation District, the Ontario Heritage Trust, and the newspaper having general circulation in the municipality.

Any person or public body may appeal the designation by-law to the Ontario Land Tribunal within the prescribed appeal period. If no appeals are received within the statutory appeal period, or once any appeals have been resolved, the by-law would come into force and effect and be registered on title for each property within the Heritage Conservation District as required by the *Ontario Heritage Act.* Registration on title ensures that future owners and interested parties are also aware that the property is subject to the provisions of the Heritage Conservation District by-law. The Walkerville Heritage Conservation District Plan would then become the governing framework for the conservation and management of change within the District.

Official Plan:
The City of Windsor Official Plan supports the creation or designation of a new heritage conservation district for Walkerville through the following policies:

Policy 9.3.3.1 (b) "Council will recognize Windsor's heritage resources by Designating groups of buildings and areas as Heritage Conservation Districts under the Ontario Heritage Act".

Policy 9.3.3.3 "Council will require each designated HCD to meet one or more of the following criteria: (a) the area will be comprised of buildings, structures or parts thereof, and sites or landscapes that would meet individual criteria for designation", but also "(b) may include other elements that do not individually merit designation, but which constitute infilling among properties of architectural and/or historical significance and are necessary for the conservation of the overall character of the area."

Discussion:
Rationale for Designation
Walkerville has long been recognized as one of Windsor's most significant historic neighbourhoods. Multiple studies, planning initiatives, and extensive consultation with residents, property owners, community stakeholders, Administration, and City Council have supported the recognition of Walkerville's distinct heritage character and identified the neighbourhood as a strong candidate for designation as a heritage conservation district under the Ontario Heritage Act. Walkerville contains a high concentration of heritage resources and strong historical associations that collectively support its cultural heritage value, while continuing to function as a vibrant residential, commercial, and industrial community.

The City's Official Plan currently identifies Walkerville as both a Heritage Area and a Mature Neighbourhood Area. These designations acknowledge its importance and

support compatible development, however, a Heritage Area does not have legal status under provincial heritage legislation, and the Official Plan alone does not provide the regulatory tools necessary to manage alterations, demolition, or new development. Part V designation under the *Ontario Heritage Act* would provide the legal and policy framework needed to conserve the District's identified heritage values and attributes while managing change in a manner that supports compatible development and continued community investment.

The proposed designation of Walkerville is also timely because, under the legislative requirements of *Bill 23, More Homes Built Faster Act*, undesignated listed properties are to be removed from municipal heritage registers after January 1, 2027. The proposed WHCD will not only provide continuing protection for 269 currently listed heritage resources within the District that would otherwise lose their heritage status, but also provide clear policy and permitting direction to balance the conservation of Walkerville's heritage character as a while managing future growth and change.

Refinements from the Stage 1 Study to the Stage 2 Plan

The Stage 2 process translated the broad findings and recommendations of the Stage 1 Study into a detailed Heritage Conservation District Plan and Property Inventory. Additional research, field review, and public consultation informed the following while maintaining consistency with the objectives identified through the Stage 1 Study:

- Refinements to the Statement of Cultural Heritage Value or Interest and list of heritage attributes for the District, to better capture the unifying characteristics of the neighbourhood as a whole;

- Refinements to the Statement of Cultural Heritage Value or Interest and list of heritage attributes for each of the four Sub-Districts (previously referred to as Sub-Areas), to better distinguish the character and function of each area;

- A minor administrative correction to the HCD boundary, where the previous boundary bisected a municipal riverfront property parcel rather than including the parcel in its entirety;

- Refinements to the Property Inventory, to comprehensively review the classification of properties as either contributing or non-contributing status where supported by further field review, historical research, and documentary evidence;

- Development of objectives, policies, and guidelines, to reflect the detailed Stage 2 research, technical analysis, and extensive consultation undertaken throughout the project; and,

- Improvements to the graphics, figures, tables, and explanations within the HCD Plan and Guidelines document, to improve usability, readability, and interpretation by property owners, applicants, staff, and decision-makers.

HCD Composition & Provincial Criteria

The final proposed WHCD contains 760 properties. Of these, 590 properties, or approximately 78 percent, are identified as contributing properties. This substantially exceeds the minimum threshold established by Ontario Regulation 9/06, which requires at least 25 percent of the properties within a heritage conservation district to be identified as contributing properties. The final WHCD Plan and Property Inventory therefore provide a strong evidentiary basis for heritage designation and establish a clear framework for conserving the District's cultural heritage value, heritage attributes, and character while managing change to come.

Implementation & Heritage Permit Administration
The WHCD Plan is the framework and implementation document for the proposed District. It identifies the District's cultural heritage value and attributes, recognizes the different functions and built forms of the four Sub-Districts, establishes conservation objectives, and provides policies and design guidelines for alterations, additions, new construction, demolition, landscapes, and the public realm. Policies provide mandatory direction, while guidelines provide contextual direction for design review. The accompanying Property Inventory provides the classification of properties as contributing or non-contributing and property-level information required to administer the Plan consistently. Together, these documents are intended to manage change rather than prevent it.

To support efficient administration, the WHCD Plan identifies different classes of alterations and approvals. Some works, such as routine maintenance and work that does not affect identified heritage attributes, may be exempt from the heritage permit process, while works that are generally consistent with the WHCD Plan may be approved at the staff level through delegated authority in accordance with the *Ontario Heritage Act* and the City's delegated authority by-law. Works that involve demolition, are more complex in nature, have greater potential heritage impact, or depart from the direction of the Plan would continue to be considered by City Council in accordance with legislative requirements.

The proposed approach with most works falling under the delegated authority class, within Council-approved limits, would provide clearer expectations for property owners, streamline approvals for routine minor works, and focus review on changes that have the greatest potential to affect or impact the District's heritage character and attributes. The delegation by-law is the tool to allow for these streamlined approvals and is attached as "Appendix C".

Additional Implementation Measures
In addition to the adoption of the WHCD Plan and Guidelines and the enactment of the associated designation by-law, the implementation of the WHCD Plan will require several complementary administrative, policy, and operational measures to support the transition of Walkerville to a designated HCD.

Report S 114/2026 recommends the adoption of corresponding Official Plan Amendments, originally proposed and presented to City Council through the Walkerville Heritage Conservation District (Stage 1) Study process. These amendments reinforce the defensibility of the WHCD Plan, strengthen consistency between the Official Plan and the WHCD Plan, and improve implementation through development review and

municipal public works. Supplementary Terms of Reference documents will also be updated for Heritage Impact Assessments and developed for Heritage Documentation & Salvage Plans.

On the public-facing end to assist property owners, residents, businesses, developers, and applicants in understanding the WHCD Plan and Guidelines, Administration will undertake additional implementation measures, including plain-language updates to heritage permit application forms and materials, publishing updated information on the City's public website, and ongoing monitoring of heritage permit volumes, processing times, and recurring issues. Administration will continue to provide information, educational materials, and guidance to property owners regarding heritage conservation best practices, approval processes, and opportunities for early consultation on proposed works or projects. These implementation measures are intended to support consistent decision-making, improve customer service, and facilitate the effective and efficient administration of the WHCD Plan and Guidelines over time.

On the administrative end to assist the various City of Windsor Departments and project managers who may undertake projects or works within the WHCD boundary, Heritage Planning staff will work collaboratively with colleagues in other departments to establish internal procedures, training materials, and public information resources. Other one-time measures include updating applicable Engineering and Right-of-Way practices respecting artificial grass and new front-yard parking within the District.

Appendix "F" identifies the timing, responsible department, and anticipated resource implications for each measure. Several initiatives would be undertaken through future capital or operating budget processes or coordinated with infrastructure life-cycle work, including consideration for District signage, compatible public-realm lighting, the Wyandotte Street East and Walker Road gateway, a Willistead Park conservation and enhancement master plan, and previously approved Walkerville Theming and Districting Plan initiatives. Ongoing measures include coordination regarding insurance matters, promotion and review of heritage financial incentives, and education for staff, Council advisory bodies, and property owners. Approval of Recommendation III would authorize Administration to proceed with measures that fall within existing authority and approved resources; any item requiring new funding, a statutory approval or a separate Council decision would return through the appropriate budget or reporting process.

Risk Analysis:

Should the WHCD not be designated, the City would continue to rely on existing Official Plan, zoning by-law, mature neighbourhood, and individual-property heritage tools, which do not provide a comprehensive, district-specific framework for managing alterations, demolition, new construction and public-realm changes. Failure to designate the WHCD would increase the risk of incremental loss of heritage attributes, incompatible development, and erosion of the neighbourhood's historic character that distinguishes Walkerville as one of Windsor's most significant historic neighbourhoods. The proposed WHCD would provide a consistent framework to conserve heritage resources while accommodating appropriate change, development, and investment.

A significant risk also arises from recent amendments to the *Ontario Heritage Act* respecting municipal heritage registers resulting from *Bill 23, More Homes Built Faster*

Act. Within the proposed Walkerville Heritage Conservation District, 269 properties are currently listed on the City's Municipal Heritage Register but are not individually designated. If the District is not designated, these properties will lose their listed heritage status, be removed from the Municipal Heritage Register, and lose their protections in accordance with the provincial requirements. The City will have a reduced ability to identify and conserve its heritage resources through existing heritage planning tools. In addition, many other properties identified through the Property Inventory as contributing to defining the heritage character of Walkerville have no formal heritage designation or protections, bringing the total count of contributing properties within the District boundaries to approximately 590. Without the Walkerville Heritage Conservation District framework, these contributing resources would remain vulnerable to incremental alterations, demolition, redevelopment pressures, and the gradual loss of heritage attributes that collectively contribute to Walkerville's broader cultural heritage value and sense of place.

As with any designation of a heritage conservation district, the designation by-law may be appealed by any person who objects within the statutory period. However, the proposed designation by-law is defensibly supported by the full course of the project from the Stage 1 Study to the Stage 2 Plan and Guidelines, the Property Inventory, the demonstrated conformity with applicable legislative requirements and the Ontario Regulation 9/06 threshold, and the extensive consultation process.

Operational risks regarding the implementation of the Walkerville HCD Plan and Guidelines include increased heritage permit and heritage inquiry volumes, inconsistent interpretation during the transition period, and public misunderstanding of requirements. These can be mitigated through delegating approval authority to staff, updating staff procedures and existing administrative processes, distributing clear public information and education, and measuring and monitoring the implementation.

Climate Change Risks
Climate Change Mitigation: N/A
Climate Change Adaptation: N/A

Financial Matters:
Capital Project 7141014 (Heritage Conservation District Study) is the project account associated with the Walkerville HCD work and has a balance of $162,089.58. Registration of the designation by-law is estimated at to be $65,360. Statutory notice in the Windsor Star is estimated to cost around $994.20. Mailing costs remain subject to confirmation with an estimate is $1,801.95. The combined estimated cost is up to $68,156.15, exclusive of any legal disbursements, additional mailings, appeal costs, or other contingencies.

The Reserve Fund 157 (Community Heritage Fund) is the fund associated with grants for eligible heritage conservation work and has a balance of $170,672 with an annual contribution of $55,200 from the Planning Policy (Dept ID 0153620) operating budget. The Reserve Fund 157 currently permits Part V HCD property owners to apply for eligible heritage conservation work. Although the proposed district contains 760 properties, approximately 456 contributing properties have identified design or physical value and may have conservation work that could qualify under the Community Heritage

Fund, subject to the program's criteria and available funding.

Based on the average rate of participation in the Community Heritage Fund over the previous five years, Administration estimates that program uptake in 2027 could be approximately $100,000 to $115,000 if the Walkerville HCD is designated. At that level of demand, Reserve Fund 157 could be depleted in 2028 or 2029 notwithstanding the annual contribution.

Reserve Fund 155 (Built Heritage Fund) has a balance of approximately $279,029 and is used infrequently for special heritage projects. Consolidation or coordinated use of Reserve Funds 155 and 157 could provide sufficient near-term capacity to support designated heritage resources; however, the detailed financial, administrative, and program implications require further review with the Finance Department, together with a longer-term funding strategy and updated program guidelines and eligibility criteria. Administration will undertake a review of options and implementation requirements for updating financial incentive programs available under the *Ontario Heritage Act* to support conservation work within the Walkerville HCD and elsewhere in Windsor and will report back to City Council for further direction as required.

The Heritage Property Tax Reduction Program does not presently extend eligibility to Part V HCD properties.

Consultations:

The WHCD project featured a comprehensive and proactive consultation and engagement program that exceeded the statutory requirements of the *Ontario Heritage Act*. While the *Ontario Heritage Act* requires only one statutory public meeting and notice of that meeting prior to Council's consideration of a heritage conservation district plan and designation by-law, the City undertook a multi-year engagement program throughout both the Stage 1 Study and the Stage 2 Plan processes to provide meaningful opportunities for participation and input by residents, property owners, businesses, tenants, community organizations, Indigenous communities, City departments, and other interested stakeholders.

Consultation methods consisted of public in-person meetings, surveys, direct mail campaigns to property owners and tenants, stakeholder outreach and discussions, internal staff departmental consultation, Indigenous community notification, media communications, social media promotion, and online engagement through Let's Talk Windsor.

Since project commencement in 2023, engagement activities have included:

- A public consultation meeting to launch the WHCD Stage 1 Study;
- A public consultation meeting to present the draft WHCD Stage 1 Study results;
- Two Development & Heritage Standing Committee and Council consideration periods related to adoption of the Stage 1 Study;
- A public consultation meeting to launch the WHCD Stage 2 Plan and Guidelines project and plan development;
- A public consultation meeting to present the draft WHCD Plan and Guidelines;
- The statutory public meeting required under subsection 41.1(6)(b) of the *Ontario Heritage Act*; and,

- Ongoing opportunities for written submissions, surveys, email correspondence, and stakeholder discussions.

Public notice was provided for each engagement opportunity rather than solely for the statutory public meeting. Notice methods included Canada Post mailings, email distributions, news releases, media advisories, social media posts, and the Let's Talk Windsor project webpage. Throughout the project, draft materials, presentation slides, display boards, surveys, meeting recordings, and other supporting documents were made publicly available online to promote transparency and accessibility.

The WHCD Stage 2 project kicked off with an in-person public engagement event hosted at Willistead Manor on November 4, 2025, and it was attended by 69 participants. Using the key suggestions and commentary gathered, the draft WHCD Plan and Guidelines were published in May 2026. An in-person public meeting to present the draft WHCD Plan and Guidelines was held on June 9, 2026 at the Walkerville Brewery, and it was attended by 55 participants. A subsequent online survey was available from June 15 to July 17, 2026 to gather feedback to the draft presented. Revisions were made to the draft WHCD Plan and Guidelines, and the final draft was published in August 2026. The statutory public meeting for the WHCD, pursuant to the requirements of the *Ontario Heritage Act*, was held at Willistead Manor on September 15, 2026, and it was attended by 51 participants. The meeting included a presentation of the final draft Plan and Guidelines, final Property Inventory, a question-and-answer period, and opportunities for public comment prior to Council's consideration. Appendix "D" details the Walkerville HCD Project Engagement Record, consultation summary, and response matrix.

In total, the project generated thousands of mailed notices, multiple rounds of stakeholder and subscriber email notifications, numerous survey responses, written submissions, and direct discussions with residents, property owners, businesses, institutions, utilities, community organizations, and City departments. Internal consultation was also undertaken with Planning, Engineering, Transportation, Parks, Culture, Operations, Right-of-Way, Real Estate Services, and other City divisions to ensure that the proposed WHCD Plan and Guidelines are practical, implementable, and coordinated with municipal operations. Indigenous communities and organizations were notified at key project milestones and invited to provide input throughout the process.

The City also engaged directly with key stakeholder groups such as Hiram Walker & Sons Limited (HWSL), who not only own a number of properties within the proposed District but also play a significant role in the history, development, identity, and continued vitality of Walkerville. The proposed HCD Plan recognizes that the Distillery Area remains an active industrial operation requiring ongoing maintenance and operational flexibility, and includes specific policies and implementation measures for active industrial properties. Administration will continue to work collaboratively with HWSL during implementation of the HCD Plan and welcomes further input regarding opportunities to improve clarity, predictability, and administrative efficiency while continuing to conserve the identified cultural heritage values and attributes of the District. The record of communication with HWSL is compiled in Appendix "E".

Feedback received throughout the WHCD Stage 2 Plan and Guidelines process informed Administration's multiple iterations of refinements to the final WHCD Plan and Guidelines, Property Inventory, mapping, heritage permit framework, and implementation recommendations. The principal themes raised through consultation included the conservation of Walkerville's heritage character, heritage permit administration, contributing vs. non-contributing classifications, compatible infill and redevelopment, implementation measures, and the balance between heritage conservation and future growth and investment. While consultation generated a range of perspectives regarding the proposed designation, the feedback generally supported the conservation of Walkerville's heritage character while emphasizing the importance of clear policies, administrative efficiency, and flexibility to accommodate appropriate investment and development. Administration is satisfied that the consultation program provided meaningful opportunities for participation and that the proposed WHCD Plan and Guidelines reflect the research, technical analysis, and feedback received throughout the process.

Consultations were undertaken with the following staff in the preparation of this report:

- Michael Okanlawon, Financial Planning Administrator

The following staff also contributed to the research involved in the Walkerville HCD:

- Windsor Public Library Community Archives and Local History Branch
- Museum Windsor & Culture Department Staff regarding the historical research of the properties

Conclusion:

The Walkerville Heritage Conservation District Study, received and adopted by City Council through Council Resolution CR 219/2025, established that the proposed district has cultural heritage value, a defensible boundary, and a concentration of contributing properties that exceeds the provincial minimum. The Stage 2 Walkerville Heritage Conservation District Plan and Guidelines convert those findings into a practical framework for conserving Walkerville's heritage character while allowing compatible alteration, investment, infill, and intensification. Administration therefore recommends that Council adopt the WHCD Plan, enact the designation by-law, establish delegated permit authority, authorize defence of the by-law if appealed, and approve the implementation measures.

Planning Act Matters: N/A

Approvals:

Name	Title
Kristina Tang	Planner III – Heritage
Tracy Tang	Planner III – Special Projects
Jason Campigotto	Deputy City Planner – Growth
Emilie Dunnigan	Manager Development Revenue & Financial Administration

Lorie Gregg	Executive Director, Financial Planning/Deputy Treasurer
Aaron Farough	Senior Legal Counsel, Legal Services & Real Estate
Neil Robertson	City Planner
Jelena Payne	Deputy CAO/Commissioner, Economic Development
Janice Guthrie	Commissioner, Finance and City Treasurer
Ray Mensour	Chief Administrative Officer

Notifications:

Name	**Email**
List of Walkerville HCD Subscribers and Engagement Event Attendees	Provided to Clerks Department
Marcus Letourneau	
Carl Bray	

Appendices:

1 Appendix A – Walkerville Heritage Conservation District Plan & Guidelines
2 Appendix B – By-law to Designate the Walkerville Heritage Conservation District and Adopt the District Plan
3 Appendix C – Proposed Amendment to the City Planner Delegation Authority By-law 139-2013
4 Appendix D – Walkerville HCD Public Engagement Record
5 Appendix E – Hiram Walker & Sons Ltd. Engagement Record
6 Appendix F – Walkerville HCD Implementation Recommendations

BY-LAW NUMBER XX-2026

A BY-LAW TO DESIGNATE THE WALKERVILLE HERITAGE CONSERVATION DISTRICT AND TO ADOPT THE WALKERVILLE HERITAGE CONSERVATION DISTRICT PLAN AND GUIDELINES

WHEREAS subsection 41(1) of Part V of the *Ontario Heritage Act*, R.S.O. 1990, c. O.18, as amended, authorizes the council of a municipality, where there are in effect in the municipality official plan provisions relating to the establishment of heritage conservation districts, to designate by by-law the municipality or any defined area or areas thereof as a heritage conservation district;

AND WHEREAS the City of Windsor Official Plan contains provisions relating to the conservation of cultural heritage resources and the establishment of heritage conservation districts;

AND WHEREAS Council adopted the Walkerville Heritage Conservation District Study and directed that a heritage conservation district plan be prepared for the area recommended for designation;

AND WHEREAS the Walkerville Heritage Conservation District Plan and Guidelines, dated [final date], together with the final Walkerville Heritage Conservation District Property Inventory, and identified collectively as Schedule “B” to this By-law, have been prepared in accordance with section 41.1 of the *Ontario Heritage Act* and include the objectives of the designation, a statement explaining the cultural heritage value or interest of the District, a description of its heritage attributes and those of its contributing properties, policy statements and guidelines, and procedures for achieving the Plan’s objectives and managing change within the District;

AND WHEREAS before passing this By-law, Council consulted with the Windsor Municipal Heritage Committee and held a public meeting concerning the proposed designation and the proposed Walkerville Heritage Conservation District Plan and Guidelines in accordance with subsection 41.1(6) of the *Ontario Heritage Act*;

AND WHEREAS Council is satisfied that the area described in Schedule “A” has a concentration of cultural heritage resources and a distinct historic character associated with the development of Walkerville, including its planned community form, industrial history, residential and commercial development, architecture, streetscapes, landscapes, views and public realm;

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

SECTION 1 DEFINITIONS

In this By-law:

“Act” means the *Ontario Heritage Act*, R.S.O. 1990, c. O.18, as amended;

“City” means The Corporation of the City of Windsor;

“Council” means the Council of the City;

“District” means the Walkerville Heritage Conservation District designated by section 2 of this By-law; and

“Plan” means the Walkerville Heritage Conservation District Plan and Guidelines adopted by section 3 of this By-law.

SECTION 2 DESIGNATION

The area within the City of Windsor described and shown in Schedule “A” is designated as the Walkerville Heritage Conservation District under Part V of the Act.

SECTION 3 ADOPTION OF PLAN

The Walkerville Heritage Conservation District Plan and Guidelines, dated [final date], and the final Walkerville Heritage Conservation District Property Inventory, attached or incorporated by reference as Schedule “B”, are adopted pursuant to subsection 41.1(2) of the Act.

SECTION 4 SCHEDULES

Schedules “A” and “B” are attached to and form part of this By-law.

SECTION 5 APPLICATION

The Plan applies to all lands, buildings, structures, landscape features, streets, public spaces and other cultural heritage resources within the District, subject to the Act and the terms of the Plan.

SECTION 6 CONFORMITY

Municipal undertakings and public works within the District shall be carried out in a manner consistent with the objectives, policies and guidelines of the Plan. Where required by the Act, no person shall erect, demolish or remove a building or structure, or alter any part of a property within the District, except in accordance with a permit issued under the Act.

SECTION 7 ADMINISTRATION

The City’s Commissioner of Economic Development, or their designate, is authorized to administer the Plan and this By-law, including the processing of applications and the exercise of any authority delegated by Council under a separate by-law.

SECTION 8 INTERPRETATION

If there is a conflict between this By-law or the Plan and another municipal by-law, the applicable provisions of the Act govern. Nothing in this By-law relieves any person from complying with any other applicable law or obtaining any other required approval.

SECTION 9 SEVERABILITY

If any provision of this By-law or any part of a Schedule is declared invalid or unenforceable by a court or tribunal of competent jurisdiction, the remaining provisions shall continue in full force and effect.

SECTION 10 SHORT TITLE

This By-law may be cited as the “Walkerville Heritage Conservation District Designation By-law”.

SECTION 11 COMING INTO FORCE

This By-law shall come into force on the day after the last day for filing a notice of appeal, if no appeal is filed within the time prescribed by the Act, or on the day the Ontario Land Tribunal dismisses all appeals or otherwise finally disposes of them so that this By-law comes into force.

SECTION 12 NOTICE, APPEAL AND REGISTRATION

The City Clerk is authorized and directed to publish and serve notice of the passing of this By-law, together with the prescribed information concerning appeal rights, in accordance with the Act and applicable regulations. After this By-law comes into force, the City Clerk shall cause a certified copy of this By-law to be registered against the properties within the District, as required by the Act.

SECTION 13 EFFECTIVE DATE

13.1 This shall come into force and take effect on the day of the final passing thereof.

[NAME], MAYOR

CLERK

First Reading -
Second Reading -
Third Reading -

SCHEDULE “A”
WALKERVILLE HERITAGE CONSERVATION DISTRICT

1. DISTRICT BOUNDARY

The Walkerville Heritage Conservation District comprises the lands shown within the heavy outline on the map forming part of this Schedule and legally described as follows:

[Final legal description]

2. BOUNDARY MAP

[Final Council-approved Walkerville Heritage Conservation District Map]

BY-LAW NUMBER XX-202X

A BY-LAW TO AMEND BY-LAW NUMBER 139-2013, BEING A BY-LAW TO DELEGATE AUTHORITY TO THE CITY PLANNER TO APPROVE AND PROCESS CERTAIN APPLICATIONS UNDER THE PLANNING ACT AND PERMITS UNDER THE ONTARIO HERITAGE ACT.

Passed the XXth day of Month, 202X.

WHEREAS By-law Number 139-2013 was passed by the Council of The Corporation of the City of Windsor on August 26, 2013;

AND WHEREAS By-law Number 126-2019, being a by-law to amend By-law Number 139-2013, was passed by the Council of The Corporation of the City of Windsor on November 18, 2019;

AND WHEREAS By-law Number 99-2022, being a by-law to amend By-law Number 139-2013, was passed by the Council of The Corporation of the City of Windsor on July 11, 2022;

AND WHEREAS By-law Number 147-2023, being a by-law to amend By-law Number 139-2013, was passed by the Council of The Corporation of the City of Windsor on November 27, 2023;

AND WHEREAS By-law Number 139-2026, being a by-law to amend By-law Number 139-2013, was passed by the Council of The Corporation of the City of Windsor on September 28, 2026;

AND WHEREAS it is deemed expedient to further amend said By-law Number 139-2013 of The Corporation of the City of Windsor;

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

1. That Schedule "B" of By-law 139-2013 be amended by adding the following new section after Section 3.1:

Walkerville Heritage Conservation District Plan Heritage Permit

3.2 To process applications for, extend time limits when agreed to in writing with the applicant, and issue permits for alterations pursuant to s. 42 (1) of the Ontario Heritage Act for those works identified as delegated to City staff as outlined within Section E.6 of the Walkerville Heritage Conservation District Plan and Guidelines (2026) (or as superseded).

2. This by-law shall come into force and take effect on the day of the final passing thereof.

MAYOR

CITY CLERK

By signing this by-law on Month DD, 202X, Mayor XX will not exercise the power to veto this by-law, and this by-law is deemed passed as of this date.

First Reading - Month DD, 202X
Second Reading - Month DD, 202X
Third Reading - Month DD, 202X

Appendix D – Walkerville Heritage Conservation District Public Engagement Record

Preamble

This appendix provides a consolidated record of public, stakeholder, agency, Indigenous community, and internal staff engagement undertaken throughout the preparation of the proposed Walkerville Heritage Conservation District (WHCD) Study, Plan, and Guidelines. The consultation program was carried out over multiple phases and included public meetings, workshops, surveys, stakeholder discussions, project updates, direct notification of affected property owners and tenants, Indigenous community outreach, online engagement opportunities, and statutory public consultation requirements under the *Ontario Heritage Act*.

The following tables summarize the consultation activities undertaken throughout the project, including the engagement methods used, participants reached, and opportunities provided for public input. This appendix also includes a record of comments received through the Statutory Public Meeting process and the Project Team's responses to those comments.

Public, stakeholder, agency, Indigenous community, and staff feedback informed the preparation and refinement of the proposed Heritage Conservation District boundary, Property Inventory, Statement of Cultural Heritage Value or Interest, heritage attributes, policies and guidelines, implementation measures, and administrative processes. Revisions made throughout the project are reflected in the final Walkerville HCD Plan and Guidelines and are summarized in the accompanying Council report.

Tables summarizing outreach methods for each public engagement event

Fall 2023 WHCD Study (Stage 1) Kick-Off				
Date	**Title/Name**	**Method**	**Count**	**Details**
October 24 – November 20, 2023	Event invitation postcards	Canada Post mail	5,702 postcards	Distributed to properties within the Study Area boundary. Generic postcards were used and did not include names or addresses.
November 2023	Digital promotion of event invitation	News release, media advisory and social media		A news release and media advisory were issued, resulting in coverage by Windsor News Today and Windsorite.ca News. Event information was posted on the City's social media platforms.
November 20, 2023	Internal staff event	In-person meeting	49 attendees	Held at Willistead Manor. Attendees represented Planning, Building, Parks, Culture, Transportation, Engineering, Right-of-Way, Real Estate Services, Asset Planning and Operations. The event included a presentation and question-and-answer session.
November 20, 2023	Public kick-off event	Hybrid meeting	70 in person 3 virtual 73 total attendees	Held at Willistead Manor. The event included a presentation, question-and-answer session and workshop activities using maps and sticky notes.
November 30, 2023	Public kick-off event follow-up and updates	Email distribution	Approximately 90 email addresses	Recipients were advised that all materials from the public event were available online through Let's Talk Windsor. Recipients were also advised that MRLA would deliver the same presentation at the December 4, 2023 DHSC meeting.
October 30 – November 30, 2023	Kick-off survey	Survey (Let's Talk Windsor)	64 responses	The survey sought initial feedback on the proposed boundary, the identity of Walkerville, community concerns and the level of support for the project.
October 30 – November 30, 2023	Kick-off engagement tools	Interactive maps (Let's Talk Windsor)	12 locations 4 boundary submissions	The interactive maps sought initial feedback on the proposed boundary and the identity of Walkerville.

Fall 2024 WHCD Study (Stage 1) Results and Findings				
Date	**Title/Name**	**Method**	**Count**	**Details**
November 4, 2024	Event invitation letters	Canada Post mail	2,632 letters	Distributed to properties within the original Study Area boundary. Letters were addressed to “Owner/Tenant of” and did not include individual names.
November 4, 2024	Event invitation emails and digital promotion	Email distribution News release Media advisory Social media	185 email addresses	Email notices inviting recipients to the public event were sent to subscribers and previous event attendees. A news release and media advisory were issued. Event information was posted on the City’s social media platforms.
November 25, 2024	Public engagement event	In-person meeting	103 attendees	Held at Willistead Manor. The event included a presentation and question-and-answer session.
November 29, 2024	Public engagement event follow-up	Email distribution	185 email addresses	Recipients were advised that all materials from the public event were available online through Let’s Talk Windsor. Recipients were invited to complete the online Let’s Talk Windsor survey and provide feedback.
December 5, 2024	Survey reminder email	Email distribution	185 email addresses	Recipients were reminded that materials were available online and that the Let’s Talk Windsor survey would close on Friday, December 6, 2024.
November 20 – December 6, 2024	Walkerville HCD Study Findings Survey	Online survey (Let’s Talk Windsor) and paper copies	29 responses	The survey sought feedback on the draft Study results and findings.

Spring 2025 DHSC and City Council				
Date	**Title/Name**	**Method**	**Count**	**Details**
Delivered by February 21, 2025	Report S6-2025: Adoption of the WHCD Study (Stage 1)	Email notice	185 email addresses	The contact list was provided to the Office of the City Clerk for notice of Report S6-2025, scheduled for the March 3, 2025 DHSC meeting. The list included Let's Talk Windsor subscribers and attendees of previous public meetings who had expressed an interest in the project.
Delivered by April 25, 2025	Report S6-2025: Adoption of the WHCD Study (Stage 1)	Canada Post mail	Thousands of postcards	At Councillor Mark McKenzie's request, consideration of Report S6-2025 was deferred from the March 3, 2025 DHSC meeting to the May 5, 2025 DHSC meeting to allow for additional public notice. An unaddressed advertising-mail postcard was distributed by Clerks Dept to provide notice of the report's consideration by DHSC.
Delivered by April 25, 2025	Report S6-2025: Adoption of the WHCD Study (Stage 1)	Email notice	185 email addresses	The same contact list previously provided to the Office of the City Clerk for the March 3, 2025 DHSC meeting was used.

Fall 2025 WHCD Plan and Guidelines (Stage 2) Kick-Off				
Date	**Title/Name**	**Method**	**Count**	**Details**
September 5 – October 6, 2025	Internal staff survey	Survey (SurveyMonkey)	28 responses	The survey sought information about relevant projects, priorities, potential impacts, concerns or challenges, and the support staff may require.
October 7, 2025	Internal staff event	In-person meeting	11 attendees	Held at Willistead Manor. Attendees represented Planning, Parks, Culture, Engineering, Right-of-Way and Operations. The event included a presentation and question-and-answer session.
September 29, 2025	Event invitation letters	Canada Post mail and hand delivery	1,605 letters per distribution (1,024 owners and 581 tenants) 3,210 letters distributed in total	Distribution was limited to property owners and tenants within the HCD boundary, including owners who reside outside the HCD. Letters were delivered to the mailroom on September 24, 2025. Following the Canada Post labour disruption on September 26, the 1,605 letters were reprinted, prepared and hand-delivered by staff within one day.
October 23, 2025	Event invitation emails and digital promotion	Email notice News release Media advisory Social media	291 email addresses	Invitations to the November 4, 2025 public event were sent to Let's Talk Windsor subscribers, previous public meeting attendees and stakeholder groups, including the BIA, utilities, institutional partners and local businesses. A news release and media advisory were issued. Event information was posted on the City's social media platforms.
November 4, 2025	Public engagement event	In-person meeting	69 attendees	Held at Willistead Manor. The event included a presentation, question-and-answer session, and workshop activities using sticky notes and voting dots.
November 18, 2025	Public engagement event follow-up	Email distribution	321 email addresses	Recipients were advised that all materials from the public event were available on Let's Talk Windsor. The email was sent to Let's Talk Windsor subscribers, previous public meeting attendees and stakeholder groups, including the BIA, utilities, institutional partners and local businesses.
December 11, 2025	Walkerville HCD Stage 2 – Notice of Project Commencement	Notice letter sent by email	14 Indigenous communities and groups	The notice described the project and its scope, provided the Let's Talk Windsor webpage, and invited recipients to participate or meet with staff.

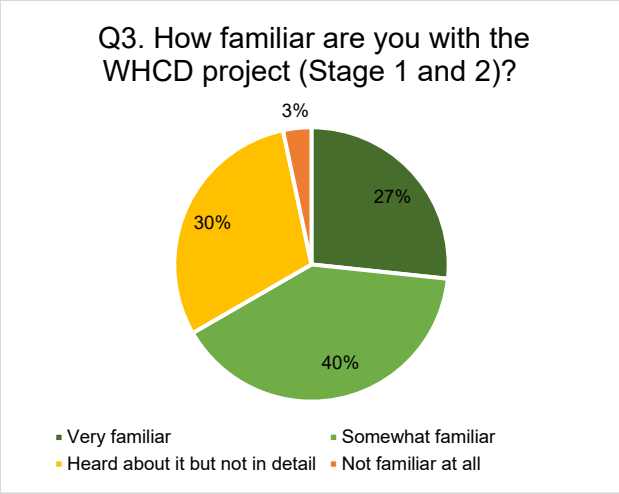
Summer 2026 WHCD Plan and Guidelines (Stage 2) Draft				
Date	**Title/Name**	**Method**	**Count**	**Details**
May 19, 2026	Event invitation letters	Canada Post mail	1,426 letters	Distribution was limited to the HCD boundary. Owners of multiple properties received one consolidated letter.
May 25, 2026	Event invitation emails and digital promotion	Email distribution News release Media advisory Social media	315 email addresses	The contact list was updated to remove addresses that had generated delivery failures or belonged to retired contacts. Invitations to the June 9, 2026 public event were sent to Let's Talk Windsor subscribers, previous public meeting attendees and stakeholder groups, including the BIA, utilities, institutional partners and local businesses. A news release and media advisory were issued. Event information was posted on the City's social media platforms.
June 9, 2026	Public engagement event	In-person meeting	55 attendees	Held at Walkerville Brewery, 525 Argyle Road. The event included a presentation, question-and-answer session, facilitated discussion and property inventory sheet look-up.
June 16, 2026	Public engagement event follow-up	Email distribution	337 email addresses	Recipients were advised that the feedback survey had launched and that all materials from the public event were available online. The email was sent to Let's Talk Windsor subscribers, previous public meeting attendees and stakeholder groups, including the BIA, utilities, institutional partners and local businesses.
June 15 – July 17, 2026	Draft WHCD Plan and Guidelines survey	Survey (Let's Talk Windsor)	24 responses at the time of report preparation	The survey sought feedback on the draft materials.
June 29, 2026	Walkerville HCD Stage 2 – Project Update	Update letter sent by email	14 Indigenous communities and groups	The update described the project status, advised that materials were available for review and feedback, and invited recipients to complete the survey.

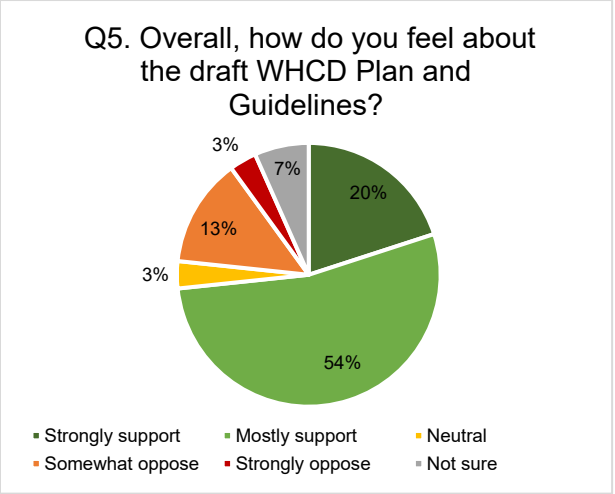
Fall 2026 WHCD Plan and Guidelines (Stage 2) – Statutory Public Meeting				
Date	**Title/Name**	**Method**	**Count**	**Details**
August 24, 2026	Event invitation letters	Canada Post mail	1,465 letters	Distribution was limited to the HCD boundary. Owners of multiple properties received one consolidated letter.
August 25, 2026 – September 2026	Event invitation emails and digital promotion	Email distribution News release Media advisory Social media	370 email addresses	The contact list was updated to remove addresses that had generated delivery failures or belonged to retired contacts. Invitations to the September 15, 2026 statutory public meeting were sent to Let's Talk Windsor subscribers, previous public meeting attendees and stakeholder groups, including the BIA, utilities, institutional partners and local businesses. A news release and media advisory were issued. Event information was posted on the City's social media platforms.
September 15, 2026	Statutory public meeting	In-person meeting	51 attendees	Held at Willistead Manor. The meeting included a presentation, question-and-answer period, and property inventory sheet look-up.
September 25, 2026	Statutory public meeting follow-up	Email distribution	386 email addresses	Recipients were advised that all materials from the public meeting were available online. The email was sent to Let's Talk Windsor subscribers, previous public meeting attendees and stakeholder groups, including the BIA, utilities, institutional partners and local businesses.

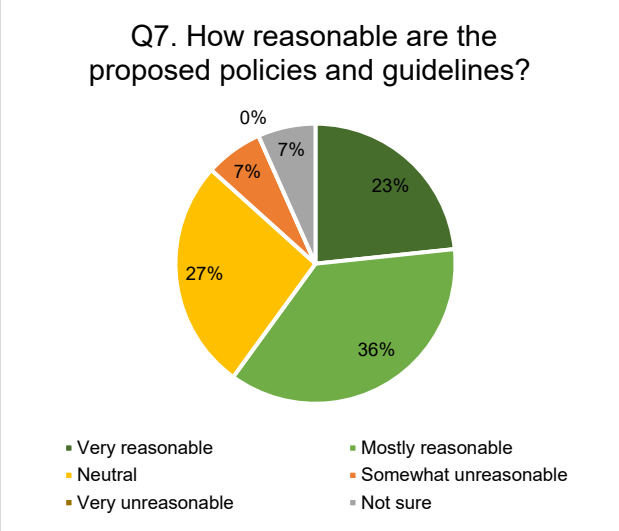
Summary of Consultation Outcomes

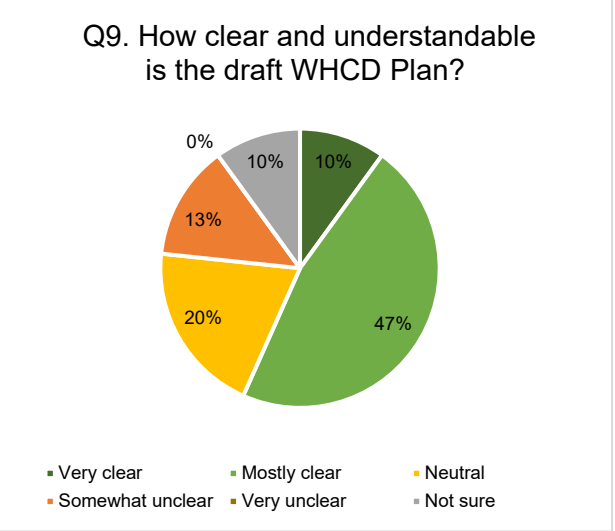
Public, stakeholder, Indigenous community, and staff feedback received throughout the Walkerville HCD project informed the preparation and refinement of the proposed WHCD Plan and Guidelines, Property Inventory, mapping, implementation measures, and administrative processes. Feedback was collected through public meetings, workshops, surveys, written correspondence, stakeholder discussions, Indigenous community outreach, agency circulation, and internal staff review.

Comments received throughout the consultation process contributed to refinements to the Statement of Cultural Heritage Value or Interest, heritage attributes, sub-district descriptions, contributing and non-contributing property classifications, policies and guidelines, heritage permit exemptions, implementation measures, and related administrative provisions. Additional clarification was incorporated throughout the Plan and Guidelines to improve readability, transparency, and ease of implementation for property owners, applicants, staff, and decision-makers. Some of the key findings from the online survey published from June 15 to July 17, 2026, on Let's Talk Windsor are presented through the graphs below. There were a total of 30 respondents to the survey.









Consultation feedback generally demonstrated support for the conservation of Walkerville's cultural heritage resources and distinctive neighbourhood character while emphasizing the importance of clear permit requirements, efficient administration, predictable review processes, and appropriate flexibility for compatible development and investment. Recurring themes identified throughout the consultation process included:

- heritage permit requirements and exemptions;
- contributing and non-contributing property classifications;
- compatibility of future development, including height, massing, scale, and infill design;
- neighbourhood stewardship and enforcement;
- preservation of alleys and public realm features;
- heritage financial incentives and insurance considerations; and
- implementation capacity, public education, and ongoing administrative support.

The Comment Log summary in the table below records written submissions received immediately before the Statutory Public Meeting, oral submissions made at the meeting, and other comments received up to the writing of this report. The record reflects support for conserving Walkerville’s heritage character, while seeking clearer or more, practical implementation. However, participants raised concerns and requested clarification on permit requirements and approval timelines, future development compatibility, enforcement, maintenance of alleys and public realm infrastructure such as streetlights, insurance, financial assistance, public communication, and administrative capacity.

Comments received through the Statutory Public Meeting generally reinforced themes identified during earlier consultation phases. Administration provided clarification regarding the proposed heritage permit process, the relationship between the WHCD Plan and other planning approvals, the role of contributing and non-contributing properties within the District, available incentive programs, and the scope of authority established through designation under the *Ontario Heritage Act*.

The final Walkerville HCD Plan and Guidelines reflect the consideration of feedback received throughout the project while maintaining consistency with the heritage conservation objectives, recommendations, and findings identified through the Stage 1 Study. Detailed records of comments received through the Statutory Public Meeting process and the Project Team's responses are provided in the table below.

Table summarizing Statutory Public Meeting (September 15, 2026) Comments and Project Team Responses, pursuant to subsection 41.1(6)(b) of the *Ontario Heritage Act*

Comment ID	1
Date Received	26-Aug-26
Oral/Written	Written
Contact Name	Daena Boscariol
Property Address	N/A
Comment Summary	**Project Team Response**
Requested clarification regarding the proposed Walkerville Heritage Conservation District (HCD) designation as it relates to 1840 Wyandotte Street East. Specifically, sought confirmation of whether the property is identified as a contributing property within the proposed district and asked how its classification could affect future development plans, alterations, or redevelopment opportunities on the site.	Administration advised that 1840 Wyandotte Street East is identified in the draft Walkerville HCD Plan as vacant land and is classified as a non-contributing property. As a non-contributing property, future development and alterations would be guided primarily by the New Development and Infill policies and the Commercial Main Street Sub-District policies contained within the draft HCD Plan. These policies are intended to ensure that future development is compatible with the surrounding heritage character while accommodating contemporary design and redevelopment. Administration also directed the inquirer to the draft Walkerville Heritage Conservation District Plan and Guidelines available through the City's project website for further review.
Comment ID	2
Date Received	14-Sep-26
Oral/Written	Written
Contact Name	Kyle L. Stewart
Property Address	N/A
Comment Summary	**Project Team Response**
A Ward 7 resident requested information regarding the proposed Walkerville Heritage Conservation District (HCD) process, including the availability of the draft HCD Plan, Guidelines, and Property Inventory; opportunities for public participation; key changes from earlier drafts; and the anticipated timeline for Development & Heritage Standing Committee and Council consideration. The resident emphasized the importance of a	Administration advised that the draft Walkerville HCD Plan & Guidelines and Property Inventory were available on the City's Let's Talk Windsor project page and that public comments would continue to be accepted throughout the review process up to Council's consideration of the proposed HCD By-law. Administration further advised that the statutory public meeting would include a plain-language presentation summarizing the

transparent and accessible public consultation process and clear communication regarding impacts on property owners. Following receipt of Administration's response, the resident expressed appreciation for the information provided, supported the continued use of clear and transparent communication throughout the project, and requested to be added to the project subscriber list to receive future updates and engagement notifications	project, proposed policies and guidelines, property inventory, and key revisions arising from public consultation and technical review. Presentation materials and a recording of the meeting would be made available online following the meeting. Administration also confirmed the anticipated timeline for consideration by the Development & Heritage Standing Committee and City Council and added the resident to the project subscriber list to receive future project updates and engagement opportunities.
Comment ID	3
Date Received	9/15/2026-9/23/2026
Oral/Written	Written
Contact Name	Luke and Jade Cameron
Property Address	N/A
Comment Summary	**Project Team Response**
The owners expressed support for the proposed Walkerville Heritage Conservation District (HCD) but raised concerns regarding the clarity and administration of the Heritage Permit process. The owners requested additional guidance regarding routine maintenance activities, including brick repointing, roof and chimney repairs, eavestrough and downspout replacement, weatherproofing, porch repairs, and window and door repairs, noting that it was unclear whether the list of permit exemptions in the draft Plan was exhaustive. They also requested clarification regarding whether routine brick repointing would require a Heritage Permit. In a subsequent submission, the owners expressed concern that uncertainty regarding permit review timelines and approval processes could affect their support for the HCD, particularly for routine maintenance and minor repair work. They emphasized the importance of a transparent, predictable, and timely review process that balances heritage protection with homeowners' ability to maintain and reasonably use their properties.	Administration thanked the property owners for their support and feedback. Administration advised that routine maintenance and repair activities that do not alter the appearance or heritage character of a property are generally intended to be exempt from Heritage Permit requirements; however, whether masonry repointing requires a permit depends on the specific scope of work, including factors such as mortar composition, joint profile, colour, visibility, and extent of repair. Administration acknowledged that the distinction between exempt maintenance and work requiring approval may not always be clear and advised that additional guidance and examples would be considered through the ongoing review of the draft HCD Plan and Guidelines. Administration further acknowledged the concerns regarding permit review timelines, process transparency, and predictability, and advised that these comments would be considered as part of the final review of the draft Plan.
Comment ID	4

Date Received	9/15/2026
Oral/Written	Oral
Contact Name	Yolanda Sutz
Property Address	692 Devonshire Rd
Comment Summary	**Project Team Response**
Questioned why a Heritage Conservation District (HCD) is being proposed now when Walkerville has maintained its character for generations and residents already take pride in preserving and improving their properties. Suggested that Walkerville's heritage character has remained largely intact, with property owners generally enhancing rather than detracting from the neighbourhood. Expressed uncertainty about the need for additional restrictions and questioned whether HCD designation is primarily symbolic rather than necessary for protection. Referenced the previous front yard parking/curb cut proposals and noted that community opposition and Council action successfully addressed those issues without an HCD. Raised concerns about potential impacts of heritage designation on property insurance, citing significant premium increases and difficulty obtaining coverage from multiple insurers. Questioned whether decision-makers involved in advancing the HCD have a direct connection to the Walkerville community and whether local residents are represented in the process. Asked about the availability of grants and financial assistance for heritage conservation work. Sought clarification on the source of funding for heritage grant programs and whether such programs could affect municipal taxes.	Explained that recognition of Walkerville's heritage significance is longstanding, including previous HCD discussions dating back to the 1990s and subsequent heritage area policies in the Official Plan. Noted that the current HCD study was initiated through City Council direction and the Walkerville Districting Plan process. Clarified that while the Official Plan recognizes heritage character, it does not provide the same protections as an HCD under provincial heritage legislation. Explained that recent provincial legislative changes have reduced certain heritage protections, making neighbourhood-wide tools such as an HCD more important for managing change and preventing incompatible redevelopment. Emphasized that the HCD is intended to provide a comprehensive and proactive framework for managing alterations and development, rather than relying on ad hoc Council decisions on a case-by-case basis. Provided examples where compatible development outcomes were achieved through planning policies, while noting that existing tools may not always provide sufficient long-term protection. Acknowledged concerns regarding insurance coverage and advised that heritage designation can sometimes be misunderstood by insurers. Staff noted that they routinely provide guidance letters and information packages to help property owners address insurance concerns. Shared that insurance challenges are not unique to heritage properties and may also relate to broader risk assessment factors; staff and consultants offered to discuss insurer options and experiences directly with the property owner. Confirmed that residents have the right to ask questions and

	provide feedback as part of the statutory public meeting process. Advised that properties within a future HCD would be eligible for the City's Community Heritage Fund, which currently provides grants for eligible heritage conservation work. Explained that the Community Heritage Fund is an existing city-wide program with established funding, and that some commercial properties along Wyandotte Street may also qualify for additional incentives through the Main Street Community Improvement Plan (CIP).
Comment ID	5
Date Received	9/15/2026
Oral/Written	Oral
Contact Name	Stephen Bisutti
Property Address	974 Windermere Rd
Comment Summary	**Project Team Response**
Asked for clarification on the proposed Heritage Conservation District (HCD) boundary, including whether all properties within the mapped area would be considered heritage properties. Inquired about specific properties and community facilities shown within the study area and how they relate to the heritage designation process. Questioned the rationale for the selected boundary, noting that the boundary follows the alley near his property and expressing interest in why it was not extended further west. Suggested that a slight boundary adjustment could have included additional properties, including his own. Sought clarification on how the study determined which areas of Walkerville would be included within the proposed HCD	Explained that the proposed HCD boundary was developed from the existing Walkerville Heritage Area identified in the Official Plan and refined through the heritage district study process. Noted that community engagement, including mapping exercises at public open houses, invited residents to identify what they considered to be Walkerville, significant landmarks, and preferred district boundaries. Explained that feedback received through public consultation was analyzed and helped inform the recommended boundary presented in the final study. Advised that concerns were raised by other participants about expanding the boundary to include additional areas of Walkerville; however, the study focused the boundary on the area with the highest concentration of identified heritage resources. Clarified that the current boundary was intentionally narrowed in some locations based on property research and heritage evaluation findings. Added that, beyond the proposed HCD boundary, the study also recommends maintaining and enhancing the broader Heritage

	Area and considering other properties or areas for future individual heritage designation where appropriate.
Comment ID	6
Date Received	9/15/2026
Oral/Written	Oral
Contact Name	Vicki Collavino
Property Address	1142 Kildare Rd
Comment Summary	**Project Team Response**
Expressed strong support for the proposed Walkerville Heritage Conservation District (HCD) and noted her long-standing commitment to heritage preservation in the neighbourhood. Stated that she previously pursued individual heritage designation for her own property and values the historic character of Walkerville. Raised concerns about the effectiveness of enforcement, citing examples over the years where property owners have altered buildings without following heritage-appropriate practices or materials. Observed what she believes to be a decline in the condition and stewardship of some historic properties within the neighbourhood. Expressed concern that municipal maintenance of heritage-related public spaces, including Willistead Manor and surrounding public realm features, has not met expectations for an area recognized as one of the city's heritage assets. Emphasized that any future HCD should be accompanied by strong and consistent enforcement measures to ensure heritage resources are properly protected and maintained.	Acknowledged concerns regarding enforcement and advised that the issue had been raised by other participants throughout the study process. Explained that one of the study recommendations is to explore heritage-specific property standards provisions to help support the maintenance and protection of heritage properties. Noted that the HCD Plan contains policies related to the public realm, which would also help guide and influence municipal actions regarding the maintenance and stewardship of public spaces within Walkerville. Advised that project discussions have included consultation with municipal enforcement staff and consideration of tools available through property standards, provincial offences, and related municipal processes. Indicated that additional implementation measures, such as area-specific management approaches for features like alleys and public spaces, have been considered and are being reviewed by City staff. Explained that municipal property standards enforcement is largely complaint-driven through the City's 311 reporting system, which allows by-law officers to investigate reported concerns. Noted that Heritage Planning staff have been working with other municipal departments, including Building Services, By-law Enforcement, Public Works, Right-of-Way, and Transportation Planning, to address concerns raised throughout the HCD study, including neighbourhood maintenance and alley conditions.

Comment ID	7
Date Received	9/15/2026
Oral/Written	Oral
Contact Name	Lauren Brain
Property Address	1253 Kildare Rd
Comment Summary	**Project Team Response**
Requested clarification on how the proposed HCD Plan addresses visibility, sight lines, and the location of new structures or additions on private property. Asked whether additions or accessory structures located at the rear of a property and not visible from the street would be subject to heritage review. Sought clarification on the extent of regulation for rear-yard additions and whether projects that have minimal impact on the streetscape would still require approval through the heritage process. Asked whether homeowners who can demonstrate compliance with all applicable HCD guidelines would still be required to undergo a more extensive heritage approval process.	Explained that the HCD Plan is informed by the Standards and Guidelines for the Conservation of Historic Places in Canada, which promotes locating additions and new construction in a manner that is compatible with the historic property while remaining subordinate and discreet. Advised that a key heritage conservation principle is locating additions and new structures at the rear of properties or outside of primary public view, where they have less impact on the heritage character of the streetscape. Noted that these principles have been incorporated into the proposed HCD guidelines and are intended to guide the placement and design of additions, accessory dwelling units (ADUs), and other forms of new construction. Clarified that zoning by-law requirements would continue to apply alongside any HCD guidelines. Explained that the HCD Plan has been structured so that proposals meeting the intent and requirements of the Plan can generally be approved at the staff level, providing a more streamlined review process rather than requiring consideration by the Heritage Committee or Council.
Comment ID	8
Date Received	9/15/2026
Oral/Written	Oral
Contact Name	Catherine Gary Schultz
Property Address	1029 Parent Ave
Comment Summary	**Project Team Response**
Expressed interest in how the proposed HCD Plan will address Walkerville's alleys, which she views as an important and underutilized part of the neighbourhood's heritage character and	Explained that alleys have been identified in the HCD Plan as a heritage attribute and an important component of Walkerville's historic urban form and development pattern.

community fabric. Raised concerns regarding the condition and maintenance of alleys, citing issues such as garbage, discarded items, and general neglect. Emphasized that alleys contribute significantly to the identity and connectivity of the neighbourhood and should be considered as important as the public streetscape. Questioned whether the HCD Plan would include meaningful measures to improve or maintain alleys, rather than simply recognizing them as heritage features.	Noted that many Walkerville properties rely on rear-lane access for garages and parking, particularly because front-yard parking is generally prohibited, making alleys an integral part of the neighbourhood's character. Advised that the Plan supports the retention and continued use of alleys and discourages alley closures, recognizing their contribution to the historic street fabric. Clarified that while the HCD can recognize the importance of alleys and include policies relating to their preservation, provincial heritage legislation limits the ability of Heritage Conservation Districts to regulate matters such as garbage, maintenance, crime, or day-to-day operational issues. Explained that concerns regarding alley maintenance, cleanliness, and safety were raised throughout the study process and have been discussed with City staff, including 311 services and other municipal departments. Confirmed that the HCD Plan includes policies related to alleys; however, achieving improvements in maintenance and management will require coordination with broader municipal initiatives and departments beyond the scope of heritage regulation alone.
Comment ID	9
Date Received	9/15/2026
Oral/Written	Oral
Contact Name	Kevin Lade
Property Address	1026 Monmouth Rd
Comment Summary	**Project Team Response**
Raised concerns about neighbourhood street lighting, noting that several streetlights had not been functioning following a recent storm, resulting in darker streets. Observed that some streets in Walkerville appear to have more heritage-style lighting fixtures than others. Asked whether the proposed Heritage Conservation District (HCD) could support future upgrades to street lighting and	Explained that the HCD Plan includes a public realm section with policies and guidelines addressing City-owned elements such as light poles, street furniture, and other streetscape features. Noted that the Plan encourages heritage-compatible public realm improvements that reinforce Walkerville's historic character and sense of place. Referenced heritage-themed public realm treatments in other Heritage Conservation Districts, such as Sandwich Town, as

streetscape elements that better reflect Walkerville's historic character.	examples of how neighbourhood identity can be strengthened through streetscape design. Clarified that the installation, maintenance, and operation of streetlights fall under the responsibility of departments such as Public Works, Right-of-Way, or potentially Enwin, rather than Heritage Planning staff. Indicated that the comment regarding non-functioning streetlights would be forwarded to the appropriate department or agency for consideration and follow-up.
Comment ID	10
Date Received	9/15/2026
Oral/Written	Oral
Contact Name	Katie (Kathleen) Nanson
Property Address	1221 Chilver
Comment Summary	**Project Team Response**
Asked how the Heritage Conservation District (HCD) approval process would work for a typical homeowner undertaking exterior alterations, such as replacing siding. Sought clarification on the practical steps homeowners would need to follow to ensure proposed work complies with heritage requirements and supports preservation objectives. Asked whether resources or support would be available to help property owners identify contractors experienced in heritage conservation work. Expressed concern about the difficulty of finding qualified contractors and obtaining appropriate materials. Suggested that educational resources, contractor information, and practical guidance would be helpful for homeowners who may not be familiar with heritage conservation requirements.	Acknowledged the challenges homeowners can face in locating qualified contractors and sourcing appropriate materials for heritage-related work. Explained that Heritage Planning staff maintain a list of contractors, tradespeople, suppliers, and companies that have previously completed work on heritage properties within the city. Clarified that the contractor list is informational only and is not an endorsement or recommendation by the City, but is compiled based on experience reported by property owners and heritage permit applications. Noted that staff routinely gather feedback from property owners regarding completed projects, including contractor reliability, communication, workmanship, and experience with heritage conservation work. Advised that the contractor list can be provided to property owners seeking assistance with specific types of conservation projects, such as masonry repairs, repointing, roofing, or other restoration work. Explained that the HCD Plan also includes guidance materials and resources to assist property owners in undertaking heritage

	projects. Added that the Plan contains a contractor engagement checklist and references to professional organizations and specialized trades to help property owners identify qualified heritage conservation professionals.
Comment ID	11
Date Received	9/15/2026
Oral/Written	Oral
Contact Name	Gregory Paul Heil
Property Address	823 Argyle
Comment Summary	**Project Team Response**
Raised concerns about a proposed high-rise residential development (Peabody Lofts) within or adjacent to the proposed Heritage Conservation District (HCD) area, questioning whether a large-scale project would be compatible with Walkerville's historic character. Expressed concern that significant new development could adversely affect the heritage character and surrounding neighbourhood context. Questioned how a substantial building project could be permitted while residents and property owners would be required to comply with heritage conservation guidelines for smaller-scale alterations. Asked whether the proposed HCD would be able to regulate building height, scale, and massing, and whether it could prevent incompatible large-scale developments in the future. Suggested that the proposed development demonstrates the need for stronger heritage protections and questioned why the HCD process has taken several years to complete. Expressed support for the HCD initiative overall and encouraged timely adoption of the Plan to provide a stronger framework for managing change in Walkerville.	Explained that building height is primarily regulated through the City's zoning by-law and planning approval processes rather than through heritage legislation alone. Advised that if a proposed development exceeds existing zoning permissions, the applicant must seek planning approvals under the Planning Act. Confirmed that one of the purposes of the proposed HCD Plan is to provide clear heritage policies and design guidelines for evaluating new development, infill construction, and other changes within the district. Noted that if adopted, the HCD Plan would provide a stronger and more specific policy framework for assessing development proposals and ensuring they are compatible with Walkerville's heritage character. Explained that the HCD guidelines include considerations related to height, scale, massing, and compatibility, which can be applied when reviewing future development applications. Clarified that Walkerville is currently recognized as a Heritage Area through the Official Plan, but does not yet have the regulatory protections available through a Heritage Conservation District designation. Advised that the current Heritage Area policies provide some guidance for development review, but are not as specific or enforceable as the proposed HCD policies and guidelines.

	Acknowledged that establishing the HCD would provide additional tools to help manage future development and protect the neighbourhood's heritage character.
Comment ID	12
Date Received	9/15/2026
Oral/Written	Oral
Contact Name	Linda Fortier
Property Address	1978 St Marys Gate
Comment Summary	**Project Team Response**
Expressed support for protecting Walkerville's character and noted her long-standing personal connection to the neighbourhood. Raised concerns about potential future redevelopment proposals, particularly along the Wyandotte Street commercial corridor and nearby vacant or underutilized sites. Referenced community discussions and rumours regarding possible developments, including parking structures, commercial expansion, and other large-scale projects, and sought clarification on how residents would become aware of such proposals. Emphasized the importance of ensuring residents receive timely notice and opportunities to participate in planning decisions that may affect the neighbourhood. Expressed concerns that increased commercial activity, redevelopment, or intensification could negatively affect neighbourhood character, quality of life, safety, parking, and residential stability. Noted past experiences with crime and property break-ins and questioned whether increased activity and redevelopment could contribute to similar concerns in the future. Asked what protections would exist to ensure that development remains compatible with the established character of Walkerville and does not fundamentally alter the neighbourhood.	Explained that redevelopment proposals are subject to existing Planning Act processes, which include public notification and engagement requirements for surrounding property owners. Advised that development proponents are generally required to hold public information meetings and provide notice to affected property owners when planning applications are submitted. Noted that while staff were not aware of any specific proposals being referenced during the discussion, any future development applications would proceed through established municipal planning processes. Explained that the proposed Heritage Conservation District (HCD) Plan would provide an additional layer of heritage-related policies, guidelines, and a heritage permit review process to help manage change and evaluate development proposals within the district. Clarified that one of the primary objectives of the HCD Plan is to guide new development and alterations in a manner that respects and is compatible with Walkerville's established heritage character. Acknowledged that some concerns raised, including crime, public safety, and broader community impacts associated with increased activity, fall outside the direct scope of heritage regulation and involve other municipal departments, policies, and services. Indicated that concerns regarding neighbourhood impacts, development pressures, and community safety would be shared

	with appropriate City staff and departments for consideration alongside the heritage planning process.
Comment ID	13
Date Received	9/15/2026
Oral/Written	Oral
Contact Name	Kristen Siapas
Property Address	675 Chilver Rd
Comment Summary	**Project Team Response**
Noted that she reviewed the heritage-related documentation associated with the proposed high-rise development on Assumption Street and observed that the Walkerville Heritage District was referenced within the heritage study, despite the HCD not yet being formally adopted. Suggested that the inclusion of Walkerville's heritage context within the development's supporting studies was somewhat reassuring and demonstrated that heritage considerations are already part of the planning review process. Acknowledged that major development proposals would still require municipal review and approval. Asked how much authority or "teeth" the proposed HCD would have in practice and whether it would meaningfully influence or constrain future development proposals and Council decision-making. Sought clarification on whether the HCD would provide a binding framework for evaluating development applications once adopted.	Confirmed that Heritage Conservation Districts established under the Ontario Heritage Act provide enforceable heritage protections and regulatory tools for managing change within designated areas. Advised that HCDs are often created specifically to provide municipalities with stronger mechanisms to protect heritage character and guide development. Noted that enforcement provisions under the Ontario Heritage Act can be significant, including penalties for unauthorized alterations or demolitions. Explained that heritage policies, guidelines, and district plans become important tools during the development review process and are used by staff when evaluating planning and development applications. Advised that Heritage Planning staff rely on adopted policies, guidelines, and Official Plan directions to assess whether proposed development is compatible with the existing heritage character of the area. Noted that the HCD Plan would provide a stronger and more detailed framework for assessing redevelopment proposals and communicating heritage expectations to applicants. Explained that, where appropriate, additional studies such as Heritage Impact Assessments may be requested to evaluate how a proposal addresses heritage policies and mitigate potential impacts on heritage resources. Emphasized that the purpose of the HCD Plan is to provide a defensible policy basis for guiding development and encouraging

	outcomes that are compatible with Walkerville's heritage character.
Comment ID	14
Date Received	9/15/2026
Oral/Written	Oral
Contact Name	Christina Mckibbon
Property Address	618 Devonshire Rd
Comment Summary	**Project Team Response**
Asked whether, under the proposed Heritage Conservation District (HCD), existing buildings within an area would serve as the benchmark for assessing the scale and height of future development proposals. Referenced the proposed Peabody Lofts development and questioned whether surrounding buildings, generally in the range of five to six storeys, would influence expectations for compatible building height. Sought clarification on whether the HCD would provide meaningful controls over development height and massing, or whether such considerations would remain largely advisory. Asked whether the proposed HCD could influence future redevelopment plans within the Distillery District area, including concepts discussed during a developer-led public meeting involving potential mixed-use development, residential towers, hotel uses, and public realm changes. Requested clarification on the status of those proposals and how they would be reviewed if the HCD Plan is adopted.	Explained that, through the development review process, applicants may be required to prepare heritage studies or assessments that evaluate how a proposed development relates to the surrounding context, including existing building heights, massing, shadow impacts, and compatibility with neighbouring properties. Noted that heritage review considers factors such as the character of the surrounding streetscape, adjacent buildings, and potential impacts on nearby properties. Advised that one of the objectives of the HCD Plan is to provide stronger policies and guidelines that can be used to evaluate development proposals and encourage compatible design outcomes. Confirmed that the proposed HCD Plan includes a specific Distillery District sub-district with policies and guidelines intended to guide future development and redevelopment within that area. Explained that any future development proposal within the Distillery District would be reviewed against the applicable HCD policies and guidelines if the Plan is adopted by Council. Clarified that, at the time of the meeting, City staff were not aware of a formal development application having been submitted for the Distillery District proposals being discussed. Advised that developer-led public open houses may occur before a formal planning application is submitted and are separate from the City's statutory public consultation process. Explained that once a complete development application is

	submitted, it becomes subject to the Planning Act review process, including public notification requirements and review against the applicable planning and regulatory framework in effect at that time. Noted that active development applications are publicly tracked through the City's development application process and, where required, notification is provided to surrounding property owners.
Comment ID	15
Date Received	9/15/2026
Oral/Written	Oral
Contact Name	John Mckibbon
Property Address	618 Devonshire Rd
Comment Summary	**Project Team Response**
Requested clarification on the distinction between contributing and non-contributing properties within the proposed Heritage Conservation District (HCD), including how classifications were determined. Asked whether contributing and non-contributing property classifications could be reviewed or changed in the future based on new information, property alterations, or evolving understanding of a property's heritage significance. Sought clarification on whether there is a formal review process or timeline for reconsidering property classifications. Asked how the contributing/non-contributing classification system would affect future redevelopment proposals, particularly for properties such as the Distillery District and the former Kelly Funeral Home site. Sought confirmation that contributing properties would be subject to a higher level of heritage review and more stringent requirements under the proposed HCD.	Explained that contributing properties are those that have been evaluated using provincially prescribed heritage criteria and considered to contribute to the heritage value and character of the district. Explained that non-contributing properties do not significantly contribute to the district's heritage character, often because they are newer buildings, infill developments, or properties that do not reflect the district's identified heritage significance. Noted that contributing and non-contributing properties are regulated differently under the proposed HCD, with contributing properties generally receiving higher protection and review. Provided examples of non-contributing properties, such as post-war infill developments and apartment buildings constructed after the period of heritage significance. Confirmed that the HCD Plan includes a mechanism to review and reconsider property classifications where new and relevant information becomes available. Explained that a property's classification may be amended if further research, historical evidence, or updated evaluations demonstrate that the property's significance has been previously under- or over-estimated. Advised that the Plan also includes a broader ten-year review

	process to evaluate the effectiveness of the HCD and identify any necessary updates. Clarified that classification reviews are not limited to the ten-year review cycle and may occur at any time when new and relevant information is brought forward. Confirmed that contributing properties would be reviewed differently than non-contributing properties under the HCD, and future development proposals affecting contributing properties would be subject to the applicable heritage policies, guidelines, and approval requirements established through the Plan.
Comment ID	16
Date Received	09/15/2026
Oral/Written	Oral
Contact Name	Anneke Smit
Property Address	793 Devonshire Rd
Comment Summary	**Project Team Response**
Shared her positive experience working with Heritage Planning staff through the individual heritage designation of her property. Commented that personalized assistance from staff, including guidance on heritage incentives, tax credits, contractors, and conservation requirements, contributed to a smooth and accessible process. Expressed support for continuing this level of service if the proposed Heritage Conservation District (HCD) is adopted. Asked whether existing heritage financial incentive programs would have sufficient funding and capacity to accommodate an increase in applications from a larger number of eligible properties within the district. Raised questions about staff capacity and resourcing, noting that implementation of the Walkerville HCD would add another conservation district to the City's inventory. Asked how Heritage Planning staff would manage additional responsibilities while also responding to increasing development activity and other planning priorities across the city.	Thanked the speaker for her comments and acknowledged the positive feedback regarding the service provided by Heritage Planning staff. Confirmed that Heritage Planning staff are committed to assisting property owners through designation, conservation, and incentive program processes by providing information, resources, and guidance. Expressed confidence that the department has improved capacity to respond to both growth-related planning activities and heritage conservation initiatives moving forward.

Appendix E – Hiram Walker & Sons Limited (HWSL) Engagement Record

The City acknowledges the significant role that Hiram Walker & Sons Limited (HWSL) and the Hiram Walker distillery have played in the history, development, identity, and continued vitality of Walkerville. The distillery complex was the catalyst for the establishment and growth of the community and remains a defining feature of the area's cultural heritage landscape.

Through the consultation process, HWSL expressed concerns regarding the treatment of industrial properties within the proposed Heritage Conservation District. Administration recognizes that the cultural heritage value of the Distillery Area is not derived solely from the architectural distinction or individual design value of each building. Ontario Regulation 9/06 recognizes cultural heritage value through design or physical value, historical or associative value, and contextual value. Consistent with this framework, the proposed HCD recognizes the distillery complex and its historical, functional, spatial, and contextual relationships with Walkerville as a fundamental component of the District's overall cultural heritage value.

While several buildings within the distillery complex are already protected through individual Part IV designations under the *Ontario Heritage Act*, those designations are intended to conserve specific buildings and identified heritage attributes. They do not provide a mechanism to conserve the broader cultural heritage landscape, industrial setting, spatial relationships, and historical context that contribute to the significance of Walkerville as a whole. The proposed Part V designation complements the existing Part IV protections by recognizing and conserving the wider district, including the relationships among industrial, residential, commercial, institutional, and landscape features that collectively express Walkerville's heritage character.

The proposed HCD Plan recognizes that the Distillery Area remains an active industrial operation requiring ongoing maintenance, equipment replacement, modernization, operational flexibility, and timely responses to health, safety, environmental, and regulatory requirements. To address these operational realities, the proposed Plan includes specific policies and implementation measures for active industrial properties, including permit exemptions for certain activities, streamlined staff approval processes, and the potential use of conservation management planning tools. These measures are intended to balance heritage conservation objectives with the operational requirements of a functioning industrial facility.

Administration will continue to work collaboratively with HWSL during implementation of the HCD Plan and welcomes further input regarding opportunities to improve clarity, predictability, and administrative efficiency while continuing to conserve the identified cultural heritage values and attributes of the District. The record of communication with HWSL is compiled below.

Table summarizing engagements with HWSL

Date	Title/Name	Method	Details
October 23, 2025	Walkerville HCD Stage 2 - Invitation to our Public Event	Email	Invitation to attend the Stage 2 Kick-off Event at Willistead Manor on November 4, 2025. Email included link to Let's Talk Windsor project page and relevant materials.
November 2025	Coordination of virtual stakeholder meeting	Emails	Back and forth discussion about scheduling a meeting between the City, MRLA, and HWSL to solicit early feedback and inform the policies and guidelines. Emails included link to Let's Talk Windsor project page where presentation slides and information brochure from the public event were published. Meeting invitation sent by Tracy Tang for Friday, January 16, 2026.
January 16, 2026	Virtual stakeholder meeting	Microsoft Teams	Meeting between the City, MRLA, and HWSL to present an overview of the WHCD Stage 2 project and welcome opportunities for discussion and feedback. HWSL was encouraged to review available materials and identify concerns or suggestions. Comments were requested by March 1, 2026 for inclusion and integration in the draft Plan and Guidelines.
January 20 and January 28, 2026	Walkerville HCD - Meeting with HW Distillery	Emails	At Jordan Giurlanda's request, Tracy Tang provided PowerPoint slides and meeting notes from the January 16 meeting. Tracy also provided links to Let's Talk Windsor, the Ontario Heritage Toolkit, the Walkerville Theming and Districting Plan, and Designation By-laws for the Hiram Walker & Sons Office Building and Wiser's Reception Centre. Tracy provided the link to the Microsoft Teams MP4 video recording on January 28, 2026.
March 10, 2026	Walkerville HCD – Follow-up and Opportunity for Input	Emails	Jason Campigotto followed up with HWSL regarding opportunity to review materials circulated and any feedback, concerns, or observations prior to advancement of the draft Plan and Guidelines. Offered to arrange a discussion. Jordan Giurlanda advised that HWSL are working to prepare a written submission to the City formally setting out their position on the WHCD project in coming weeks.
April 1 and April 2, 2026	Walkerville HCD – Follow-up and Opportunity for Input	Emails	Jason Campigotto followed up with HWSL inquiring about expected timing for receiving comments. Jordan Giurlanda provided letter by email on April 2, 2026 with copy to Mayor's Office.
May 25 and May 26, 2026	Invitation: Walkerville	Emails	Invitation to attend the Stage 2 Public Engagement Event at Walkerville Brewery on June 9, 2026. Email

	HCD Stage 2 - Public Engagement Event #2		advised that feedback received was used to develop the draft Plan and Guidelines. Email included link to Let's Talk Windsor project page and relevant materials. Jordan Giurlanda advised that HWSL has retained heritage consultants from ERA Architects: Michael McClelland and Catherine Riddell. Tracy Tang invited HWSL to review the draft Plan and Guidelines available online and welcomed opportunity for another targeted stakeholder meeting.
August 25, 2026	Invitation to Statutory Public Meeting: Walkerville HCD Plan & Guidelines	Email	Invitation to attend the Statutory Public Meeting at Willistead Manor on September 15, 2026. Email advised that the proposed draft Plan and Guidelines are available for review on Let's Talk Windsor.
September 14, 2026	Walkerville HCD: HWSL Properties	Emails	Michael McClelland on behalf of HWSL provided letter by email on September 14, 2026 requesting for exclusion from the proposed HCD boundary and offer to discuss the contents of the letter. Kristina Tang replied by email to acknowledge and thank ERA and HWSL, and offered to meet after the Statutory Public Meeting.
September 28, 2026	Walkerville HCD: HWSL Properties	Email	Kristina Tang provided letter by email on September 28, 2026 to HWSL and ERA in response to their letter dated September 14, 2026, and welcomed opportunity to meet and discuss together.
October 8 and October 9, 2026	Coordination of virtual stakeholder meeting	Emails	Back and forth discussion about scheduling a meeting between the City, HWSL, and ERA to discuss the two letters. Meeting invitation sent by Jordan Giurlanda for Monday, October 19, 2026.
October 19, 2026	Virtual stakeholder meeting	Microsoft Teams	Meeting between the City, HWSL, ERA, and Marcus Letourneau to discuss the contents of the two letters. HWSL expressed concerns about operational hurdles, red tape, and desire for exclusion from the proposed District. Marcus Letourneau encouraged a line-by-line review of the proposed policies and guidelines. ERA contemplated a review or conservation plan approach.

WALKERVILLE HCD MEETING - JPW

Location: MS Teams Online
Date: Fri Jan 16, 2026
Time: 2:00PM – 3:05PM

Attendees:	Tracy Tang (CoW)	Carl Bray (MRLA)
	Sophia Di Blasi (CoW)	Joshua Reit (JPW)
	Jason Campigotto (CoW)	Jordan Giurlanda (JPW)
	Neil Robertson (CoW)	Marc Valencia (JPW)
	Olivia Laforet (CoW)	Silvia Magnano (JPW)
	Marcus Letourneau (MRLA)	
Regrets:	Don Livermore (JPW)	

MEETING NOTES

1) Project Background

- Round table introductions
- Tracy presented PowerPoint slides explaining:
  - The legislative basis for the Walkerville Heritage Conservation District (HCD) under the *Ontario Heritage Act*;
  - The project context including Council approval and impact of Bill 23;
  - The project timeline transition from the Stage 1 Study to Stage 2 Plan & Guideline development; and
  - The rationale for the study area boundary due to the concentration of heritage properties in Walkerville
- Tracy presented the map of the Walkerville HCD study area showing the current designated and listed buildings, and clarified the differences between the two classifications

2) Hiram Walker Distillery Properties

- Tracy presented maps highlighting the four heritage buildings within the Hiram Walker Distillery complex:
  - Listed: Hiram Walker Grain Silos (#46)
  - Listed: Hiram Walker Bldg. #26
  - Designated: Hiram Walker & Sons Office Bldg. & Addition (#23 & #23A)
  - Designated: Wiser's Reception Centre (#25)
- Joshua and Jordan discussed which buildings are currently listed or designated
- Joshua expressed operational challenges associated with the heritage status, noted that limited property maintenance occurs on them, and informed that they are unused/vacant

3) Challenges and Concerns

- Joshua described the difficulty securing contractors who are willing to work on heritage properties
  - Marcus acknowledged the concerns and noted that there are 144 HCDs in Ontario, some of which include industrial complexes, and contractors

elsewhere routinely work within HCDs. This could be a local issue and we would like to understand more
    - Marcus reassured that if heritage is done right, it should be no more onerous than the Building Code and Fire Code
- Joshua explained that the impediment to the reuse, repair, and maintenance on their heritage buildings is cost. There are cost associations with heritage-specific materials and expectations to match existing materials
    - Joshua provided the example of the Wiser's Reception Centre (Windsor Club) canopy repairs costing millions of dollars, which pauses repair action
    - Jordan emphasized the common goal of having a clearly defined and streamlined process to manage expectations and balance operational realities
- Joshua and Jordan expressed concerns with the HCD designation impacting the invest-ability of the site, especially since they are a major employer in Windsor
    - Neil and Marcus clarified how there is no intent to place heritage protections above the operational or investment needs of JP Wiser. There is the shared goal of balancing the two
    - Marcus emphasized that the objective of the meeting is early engagement, collaboration, and alignment. He invited feedback to ensure the future process addresses pinching points and improves predictability for property owners
- Joshua and Jordan noted that an ad-hoc, lengthy, and/or overly restrictive approval process for new development or alterations will drive investment to other areas
    - Marcus and Neil explained that key outcomes from the HCD project will be to provide clear policy direction, transparency on best practices, parameters for development, guidance on materials and treatments, and a defined regulatory process
    - Marcus noted that if a project already requires a Planning Act application or a Building Permit, the heritage approval could be aligned or streamlined to avoid redundant steps
    - Tracy mentioned that a HCD does not "freeze everything in time" and prevent change or development from occurring. A HCD guides and manages change to be compatible with and respectful of the heritage neighbourhood character

4) Suggestions for Improvement

- Jordan asked that clear parameters be set which allows for transparency with best practice development
    - Tracy presented the map of the Walkerville HCD with the four distinct sub-areas, including the Distillery District
    - Marcus highlighted the importance of distinguishing industrial heritage needs from residential, and the plan to create specific guidance for the distillery area
- Jordan emphasized the need for streamlined and differentiated processes (e.g. major and minor repairs) and the need for service standards for staff approvals to ensure transparency and timeliness

- Tracy presented the table from the November 4, 2025 Public Engagement Event
- Marcus and Carl explained how we gathered insights from the public attendees and invited feedback on which types of work should require council approval, staff approval, or be considered maintenance, aiming for a transparent and responsive process
- Tracy added that an outcome of the HCD will be to have a clear heritage permitting process, such as a table or flow chart, to define the types of works that will be regulated and how they will be regulated
- Tracy mentioned that under current procedures, staff can approve heritage permits for works that align with established standards and guidelines, allowing for a streamlined 3-4 week turnaround. This is compared to a full heritage permit requiring Heritage Committee and City Council decision approval, which takes about 3 months

5) Next Steps & Action Items

- Tracy to circulate the presentation slides, meeting notes, and the Walkerville Districting Plan
- JP Wiser Team to review the proposed approval categories (Council, staff, maintenance) and provide feedback on which type of works should fall under which category
- JP Wiser Team to comment on specific problematic applications and issues encountered with heritage approvals, including timing and context, to inform the HCD guidelines
- JP Wiser Team to share examples of what works well in other jurisdictions where the organization operates heritage sites, to help inform Windsor's approach
- All feedback is requested by March 1, 2026 for inclusion in the draft HCD Plan & Guidelines

Hiram Walker & Sons Limited
Pernod Ricard

April 2, 2026

Via Email

City of Windsor
Planning & Development Services
350 City Hall Square West, Suite 320
Windsor, ON N9A 6S1

Attn: Mr. Jason Campigotto, Deputy City Planner – Growth
Ms. Tracy Tang, Planner III – Heritage (Acting)

RE: Proposed Walkerville Heritage Conservation District

Dear Mr. Campigotto and Ms. Tang:

This letter responds to the City of Windsor's (the "**City's**") request for comments from Hiram Walker and Sons Limited ("**HWSL**") on the Walkerville Heritage Conservation District Study dated January 2025 (the "**HCD Study**") prepared for the City, and the anticipated Walkerville Heritage Conservation District Plan (the "**HCD Plan**").

On behalf of HWSL, I want to thank the City for reaching out directly to HWSL, recognizing the importance of HWSL's ongoing operations and HWSL's investment in the distillery site, and the fact that the distillery site is operationally and functionally distinct from the rest of the HCD Study area.

For the reasons set out below, HWSL respectfully requests its distillery site be excluded from the proposed HCD Plan. Further, we seek to engage the City in a comprehensive discussion respecting the conservation of the already-designated properties within the site.

HWSL's facility is North America's largest beverage alcohol distillery, and a significant and active employer in the City. Totaling 468 acres and 16 warehouses across two sites, our Walkerville and Pike Creek operations employ approximately 420 people, producing key brands including J.P. Wiser's Canadian whisky, Polar Ice vodka, Malibu rum, and McGuinness/Meagher's liqueurs. Our operations support full production of Canadian whisky products, rum distillation and bottling for Malibu, and ongoing new product development across several innovation platforms, including ready-to-drink (RTD) products. HWSL's distillery and powerhouse operate 24/7, while bottling operations currently run a two-shift schedule, supported by four automated bottling lines and one manual line.

The facility continues to play an important role in regional manufacturing employment and remains active in the community through initiatives such as Taste of Tecumseh, Art in the Park, Taste of Walkerville, and support for the Chimczuk Museum.

2072 Riverside Drive East, Windsor, Ontario.
N8Y 4S5 Telephone: (519) 254-5171

Hiram Walker & Sons Limited
Pernod Ricard

HWSL continues to invest in the distillery site, demonstrating HWSL's continued dedication to being a good neighbour through improvements to its site and operations. In recent years, this has included upgrades to nearby parks and public open space, maintenance of the shoreline, the elimination of odour emissions, and mitigation of noise emissions. These efforts mean that the site is a clean, attractive, and highly-functioning industrial facility. To continue to invest in the site and the jobs it provides, HWSL requires a degree of flexibility with respect to its physical plant.

As acknowledged by the HCD Study, HWSL's distillery site and the surrounding Walkerville area have evolved separately over the last century. In contrast to smaller-scale residential and commercial uses in the Walkerville area, as a modern industrial facility, HWSL's maintenance and operations require frequent and significant upgrades to utilities, infrastructure and buildings. The application of heritage conservation district controls to such an operation would be incompatible with these requirements and could materially constrain the facility's ongoing operation and modernization. HWSL fully intends to continue its commitment to ensuring that, in conjunction with its planned upgrades and maintenance, the site remains clean, attractive, and a good neighbour. We trust the City understands and recognizes HWSL's unique needs, as well as its existing commitment to the site and surrounding community.

HWSL is also prepared to engage with the City in technical discussions, and to that end has engaged outside legal counsel, and is in the process of engaging heritage architects to facilitate its conservation efforts.

I look forward to hearing from you. Please do not hesitate to contact me with any questions.

Sincerely,

Hiram Walker & Sons Limited

Joshua Reit
Vice President, North American Manufacturing

C. Mayor Drew Dilkens

ERA Architects Inc.
#600-625 Church St
Toronto, ON M4Y 2G1

September 14, 2026

Sent by EMAIL

Tracy Tang
Heritage Planning Staff
City of Windsor
walkervilleheritage@citywindsor.ca

R E : **Draft Walkerville Heritage Conservation District : Hiram Walker & Sons Limited ("HWSL") Properties**

Dear Tracy,

HWSL, a subsidiary of Pernod Ricard S.A., previously wrote to the City of Windsor (the "City") on April 2, 2026, requesting that its distillery site be excluded from the proposed Walkerville Heritage Conservation District ("HCD") Plan and highlighting the operationally and functionally distinct nature of the active industrial site. Further to this correspondence, ERA Architects Inc. has been retained by HWSL to review the proposed HCD as it relates to its properties. We have reviewed the Draft HCD Plan and Draft Property Inventory and, based on that review, we, together with HWSL, again request that its properties be excluded from the proposed HCD boundary, with the existing Part IV designations remaining in place.

Heritage Context and Existing Protection

The Hiram Walker distillery has played an important role in the history and development of Walkerville and the City. This significance is already recognized, in part, through individual designations under Part IV of the Ontario Heritage Act. Buildings 23, 23A, and 23B are designated under By-law 5985, and Building 25 is designated under By-law 88-2016. The proposed HCD would apply more broadly across the HWSL properties, beyond the buildings already designated under Part IV. Based on our review of the Draft Property Inventory, we have identified 16 inventory entries relating to HWSL properties within the proposed HCD boundary. Buildings 17 and 21 are identified as non-contributing. The Hiram Walker Distillery section contains the other 14 entries, two of which (Buildings 23/23A/23B and 25) are already designated under Part IV. This leaves 12 other inventory entries.

Of these 12 entries, 10 have no identified design or physical value: Buildings 20, 26, 46, 51, 55/55A, 56, 58, 61, 62, and 63. Only Buildings 27 and 59 are identified as meeting a design or physical value criterion. In both cases, the finding is limited to representation of the Contemporary architectural style; neither is identified as demonstrating a high degree of craftsmanship or artistic merit, or technical or scientific achievement. These findings are relevant in considering the extent to which the Part V framework should apply across the HWSL properties. Buildings 23/23A/23B and 25 would remain protected through their existing Part IV designations. In light of those existing protections, the limited design or physical findings for the 12 other inventory entries, and the active industrial context discussed below, HWSL is seeking to exclude its broader properties from the proposed HCD boundary.

Active Industrial Operations

The Draft HCD Plan acknowledges that active industrial sites have specific functional requirements, including the need to upgrade buildings and equipment in a timely manner. It proposes delegated staff authority for certain applications and exemptions in specified circumstances. These provisions do not, however, eliminate the uncertainty created by bringing the HWSL properties within the HCD approval framework.

For HWSL, that uncertainty is significant. Delegated authority does not remove the need for interpretation and approval under the HCD Plan, or the potential for associated delays. The scope of work requiring review, the supporting information expected, and the manner in which the Plan is interpreted and applied may vary over time with changes in staff and administrative practice. Operational requirements can also arise quickly in response to production needs, new technology, safety requirements, and regulations, and the changes required to address those needs cannot always be anticipated. These additional approval requirements and the potential for delay are especially a concern in the context of current cross-border trade uncertainty and future investment in the Windsor operation.

Those concerns are heightened by current economic pressures across the beverage alcohol industry and spirits distilleries, including changes in consumer demand, greater price sensitivity, elevated costs, post-pandemic inventory normalization, and continuing tariff and cross-border market access uncertainty. In that environment, capital-intensive distillery operations require flexibility to modernize equipment, adapt facilities, respond to regulatory and safety requirements, and make timely investment decisions without additional discretionary approval risk.

Adding the HCD approval framework across the broader HWSL properties would therefore create uncertainty at precisely the time when operational flexibility and investment certainty are most important. Accordingly, HWSL requests that its properties be excluded from the proposed HCD boundary and that the 12 buildings or building groups identified above be removed from the HCD Inventory. This approach would preserve the existing Part IV protections for the individually designated buildings while avoiding an additional approval layer over the balance of the active industrial site.

We would welcome the opportunity to discuss these requests with City staff in advance of tomorrow's public meeting, if schedules permit, or to continue the conversation following the meeting.

Sincerely,



Michael McClelland FRAIC, CAHP, OAA, AAA, AIBC, NSAA, OAQ

September 28, 2026

ERA Architects Inc.
#600-625 Church St
Toronto, ON M4Y 2G1

Re: Draft Walkerville Heritage Conservation District — Hiram Walker & Sons Limited Properties

Dear Mr. McClelland:

Thank you for your letter dated September 14, 2026, submitted on behalf of Hiram Walker & Sons Limited (HWSL) regarding the proposed Walkerville Heritage Conservation District (HCD). The City acknowledges HWSL's request to exclude its properties from the proposed HCD boundary while retaining the existing individual designations under Part IV of the Ontario Heritage Act.

Your letter has been added to the project record, and staff are reviewing the matters raised as part of the ongoing HCD process. No final recommendation or decision has been made. The draft HCD Plan, Property Inventory, and proposed boundary remain under review and will ultimately be considered by Council in accordance with the Ontario Heritage Act.

The City acknowledges and agrees that the Hiram Walker distillery has played a foundational role in the history, development, and identity of Walkerville. The City's position is that the cultural heritage value of the Distillery Area is not derived solely from the architectural distinction or individual design value of each building. Ontario Regulation 9/06 also recognizes historical or associative value and contextual value. Consistent with this broader framework, the current draft recognizes the distillery complex, together with its historical, functional, and contextual relationships with Walkerville, as a fundamental and essential component of the proposed District's cultural heritage value.

While the existing Part IV designations conserve the heritage attributes of individually designated buildings, they do not provide a mechanism to conserve the broader cultural heritage landscape, spatial relationships, and historical context that contribute to the significance of the District as a whole. The proposed Part V framework serves a different but complementary purpose by addressing the broader district and the relationships among its properties, features, and attributes. Heritage conservation districts are intended to conserve places whose significance may be expressed collectively through historical, associative, contextual, and landscape relationships, rather than solely through the architectural merit of individual buildings. In this case, the Hiram Walker industrial complex was fundamental to the creation and growth of Walkerville, and the surviving industrial landscape, whether architecturally distinguished or predominantly utilitarian, continues to provide the physical framework through which that history is understood and experienced.

At the same time, the City recognizes HWSL's concern that an active industrial operation must be able to undertake maintenance, replace equipment, modernize facilities, and respond promptly to safety and regulatory requirements. To address these operational realities, the draft HCD Plan includes site-specific

provisions for active industrial properties, including exemptions, streamlined staff approvals, and the potential use of a conservation management plan. Staff welcome HWSL's input regarding whether these provisions can be further clarified to provide greater predictability while continuing to conserve identified heritage attributes.

We would welcome the opportunity to discuss HWSL's concerns and the draft provisions in greater detail. Should HWSL wish to continue these discussions, the Project Team is available at the following times:

- October 5, 2026, at 9:00 a.m.
- October 7, 2026, at 9:00 a.m. or between 2:00 and 4:00 p.m.
- October 8, 2026, between 11:00 a.m. and 1:00 p.m.
- October 13, 2026, between 10:00 a.m. and 4:00 p.m

Please let us know which of these times are options for meeting. We look forward to continuing a constructive discussion about the draft HCD Plan and the future stewardship of this important part of Walkerville's heritage landscape.

Sincerely,

Walkerville Heritage Conservation District Project Team
City of Windsor

Appendix F – Walkerville HCD Implementation Recommendations

Timing	Item/Policy/Guideline (if relevant)	Follow up Action Item/Resource Implication	Department (Lead)
One-Time	C.1 General District Policies 5. Artificial grass shall not be permitted.	Engineering Best Practices to be amended to state artificial grass is not permitted within the district	Right-of-Way
One-Time	C.10 Private Landscapes 2. In order to conserve the landscaped character and heritage streetscape of the District, residential front yards shall not be converted to parking areas or extensively paved.	Add restriction statement to front yard parking bp to cover this district is not permitted to have newly installed front yard parking. Confirm it is understood that front yard parking does not include side yard or driveways to garages	Right-of-Way
Budget/Life Cycle	C.11 Public Realm & Streetscapes e & k) Exterior lighting and street signage should be compatible with the character of the District and its Contributing resources. Low-profile lighting fixtures and distinctive signage that complement the District's character and meet municipal standards should be considered. The Planning Department will undertake design work to guide proposed changes to municipal exterior lighting and street signage in the District. Implementation, including replacement of existing fixtures or signage, will depend on available budget and be subject to future Council consideration.	Financial Implication Budget cycle dependent	Planning
Ongoing	F.5 Heritage Management, Implementation, and Enforcement 15. Enforcement of the City's Property Standards By-law (By-law 148-2025 as may be amended)	Staff resourcing	By-law Enforcement

	shall be consistently undertaken within the District by City staff and shall, in addition to the policies found in that By-law, be consistent with the policies and guidelines of this Plan.	Communication & Coordination with By-law Enforcement about Property Standards Bylaw	Planning
Ongoing	F.5 Heritage Management 18. The City shall provide resources or training for staff and members of the Development & Heritage Standing Committee for implementing this Plan regarding designation, new development, and the conservation process (e.g., topic-based workshops, in-house training sessions, attendance at heritage conferences, and study tours).	Staff resourcing Various coordination	Planning
Ongoing	F.5 Heritage Management b) The City should encourage public awareness and stewardship of Walkerville's cultural heritage through public information programs, topic-based workshops, walking tours, and online resources in partnership with heritage organizations or private contractors to assist property owners in conserving and enhancing their properties.	Staff resourcing Various coordination	Planning
Periodic	F.7 Periodic Review 1. The City shall undertake a comprehensive review of the Plan no later than ten (10) years after it has come into force, and periodically thereafter, to ensure that the Plan remains relevant, effective, and aligned with the heritage conservation objectives for the District. The review shall consider whether the objectives remain appropriate and relevant, and whether the policies	Staff resourcing	Planning

	and guidelines continue to address the evolving needs of the community.		
Ongoing	F.7 Periodic Review 2. The City shall periodically monitor the implementation and effectiveness of the Walkerville HCD Plan, and maintain the inventory and evaluation of properties within the District to support any future reviews or amendments to the Plan. Monitoring and reviewing processes shall be consistent with the policies and have regard for the guidelines of the Walkerville HCD Plan.	Staff resourcing	Planning
Periodic	F.7 Periodic Review a) The City should maintain and periodically update the photographic documentation of Contributing properties and the public realm. The update should occur every five (5) years.	Staff resourcing	Planning
One-Time	Sign-Bylaw alignment	One-time update/alignment of Sign By-law for Heritage Conservation Districts	Planning

THE CITY OF WINDSOR ONTARIO, CANADA

Council Report: S 124/2026

Subject: Closure of the north/south alley located north of Karl Place, east of Bruce Avenue, south of Park Street West, and west of Church Street, SAA-7200, Ward 3

Reference:

Date to Council: December 1, 2026
Author: Deborah Yankovic
Coordinator of Streets and Alleys
(519) 255-6100 x 6855
dyankovic@citywindsor.ca
Real Estate Services
Report Date: 11/3/2026
Clerk's File #: SAA2026

To: Mayor and Members of City Council

Recommendation:

I. THAT the 6.10 metre-wide north/south alley located north of Karl Place, east of Bruce Avenue, south of Park Street West and west of Church Street, and shown on Drawing No. CC-1847 (attached hereto as Appendix "A"), and hereinafter referred to as the "Subject Alley", **BE ASSUMED** for subsequent closure.

II. THAT the portion of the Subject Alley shown as Part 1 on Drawing No. CC-1847 **BE CLOSED AND CONVEYED** to the owners of the abutting property municipally known as 401-427 Park Street West and legally described as Lots 1 & 2, Block J, Registered Plan 78, 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. Bell Canada to protect the integrity of the existing facilities and maintain services;

ii. Cogeco Connexion Inc. to accommodate existing aerial infrastructure;

iii. ENWIN Utilities Ltd. to accommodate existing overhead 16kV and 120/240 volt distribution, poles and down guy wires;

iv. Managed Network System Inc. ("MNSi") to accommodate existing aerial infrastructure;

v. The Corporation of the City of Windsor to maintain existing infrastructure.

b. The owner of 401-427 Park Street West obtaining a driveway permit from Right-of-Way to maintain a driveway approach in accordance with City Standard AS-222 within six (6) months.

III. THAT the portion of the Subject Alley shown as Part 2 on Drawing No. CC-1847 **BE CLOSED AND CONVEYED** to the owner of the abutting properties, 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. Bell Canada to protect the integrity of the existing facilities and maintain services;

ii. Cogeco Connexion Inc. to accommodate existing aerial infrastructure;

iii. ENWIN Utilities Ltd. to accommodate existing overhead 16kV and 120/240 volt distribution, poles and down guy wires;

iv. Managed Network System Inc. ("MNSi") to accommodate existing aerial infrastructure.

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

a. For portions of the Subject Alley conveyed to lands abutting 401-427 Park Street West, zoned CD1.4, $750.00 per front foot without easements and $375 per front foot with easements, plus HST if applicable, together with a proportionate share of survey costs as invoiced to the City by an Ontario Land Surveyor.

b. For portions of the Subject Alley conveyed to lands abutting 451 Park Street West, 0 Church Street and 437 Church Street, zoned CD1.4, $20 per square foot without easements and $10 per square foot with easements, plus HST if applicable, together with proportionate share of survey costs as invoiced to the City by an Ontario Land Surveyor.

c. For portions of the Subject Alley conveyed to lands abutting 0 Church Street, zoned RD2.2, $1.00, plus HST if applicable, together with a proportionate share of survey costs as invoiced to the City by an Ontario Land Surveyor.

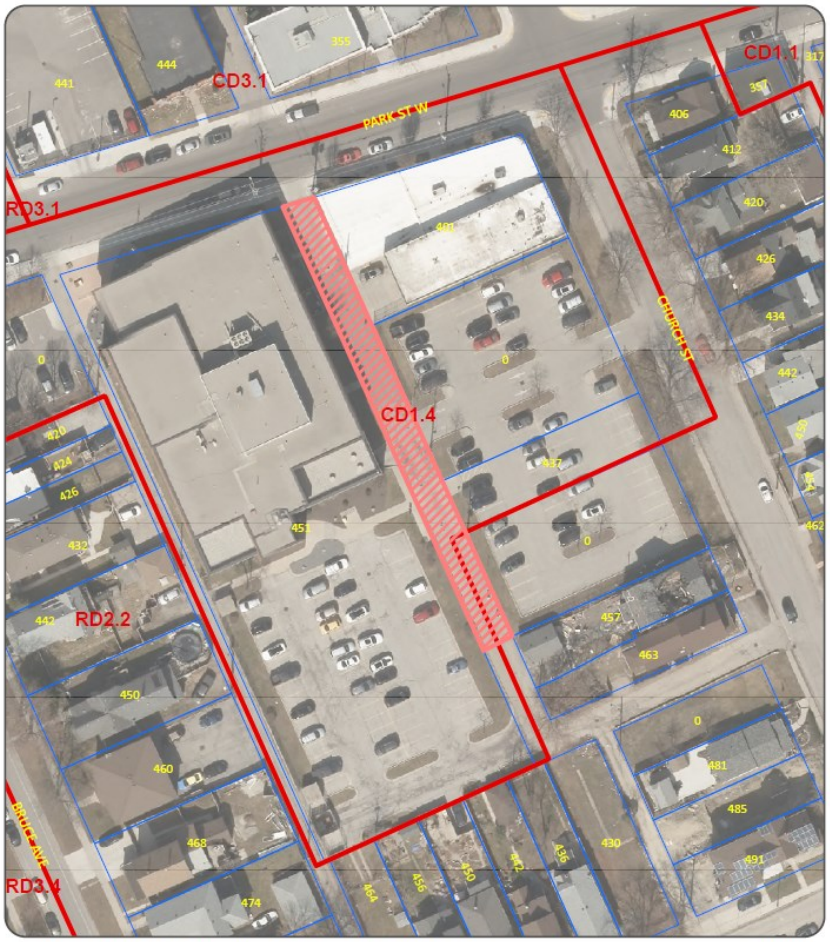
V. THAT The City Solicitor **BE DIRECTED** to prepare the necessary by-law(s).

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

VII. THAT the matter **BE COMPLETED** electronically pursuant to By-law Number 366-2003.

Executive Summary:

N/A



Background:

The applicant, the Greater Essex County District School Board (the "GECDSB"), owner of the properties known municipally as 451 Park Street West, 0 Church Street (Roll no. 3739-040-080-06200-0000), 437 Church Street, 0 Church Street (Roll no.3739-040-080-06600-0000), applied to close the portion of the Subject Alley shown as Part 2 on Drawing No. CC-1847 attached hereto as Appendix "A", and also shown on the aerial photo attached hereto as Appendix "B".

The Subject Alley is maintained and composed primarily of asphalt and concrete. The Subject Alley contains a catch basin within the northerly portion and overhead hydro 16kV and 120/240 volt distribution poles and down guy wires throughout. The alley primarily serves commercial properties owned by the GECDSB (451 Park Street West, 0 Church Street and 437 Church Street) and Windsor Goodfellows Club (401-427 Park Street West).

The Subject Alley was established by Registered Plan of Subdivision No. 78, registered on November 3, 1855.

Discussion:

GECDSB wishes to close the portion of the Subject Alley shown as Part 2 on Drawing No. CC-1847 as recommended in a detailed Crime Prevention Through Environmental Design (CPTED) safety assessment completed by Barry Horrobin, Director of Planning and Physical Resources at the Windsor Police Services. GECDSB is experiencing significant safety and security challenges due to ongoing trespassing, loitering, and other offenses of a criminal and social disorder nature within the Subject Alley.

Administration recommends closure of such portion of the Subject Alley shown as Part 2 on CC-1847, to be conveyed to the GECDSB.

Administration also recommends closure of the northerly portion of the Subject Alley shown as Part 1 on CC-1847, abutting 401-427 Park Street West. The entrance to the Subject Alley off Park Street West is the only vehicular means of access to the commercial garages contained in the building at 401-427 Park Street West. In order to protect commercial delivery service to this location, the portion of the Subject Alley, shown as Part 1 on drawing CC-1847, must be conveyed to the owners of 401- 427 Park Street West. The Windsor Goodfellows Club supports the recommended closure and has confirmed their intention to acquire the portion of the Subject Alley shown as Part 1 on Drawing No. CC-1847, abutting the property.

Administration investigated the possibility of closing the portion of the north/south alley south of Part 2, on drawing No. CC-1847 which was deemed to be indispensable, as the approved building plans for the construction of a single unit dwelling at 457-459 Church Street requires alley access to three rear parking spots.

The decision to recommend closure of an alley is derived from the City's *Classification of Alleys and Suitability for Closure* guideline document (the "**Document**"), which includes the following four classifications of alleys based on their usefulness and provides the following corresponding criteria for determining their suitability for closure. The use of the Document is referenced under Part I of CR146/2005.

Classification of Public Right-of-Ways

1. Alley that is indispensable.
    a. Does the alley serve commercial properties?
        i. Yes the alley serves commercial properties.

b. Does the alley serve properties fronting on heavily traveled streets i.e. major arterial routes?

    i. Yes the alley serves properties fronting on heavily traveled streets.

c. Does the alley contain sewers, and must the alley remain accessible for servicing?

    i. The alley does not contain sewers, however the northerly portion of the alley does contain a catch basin and will require an easement in favour of The Corporation of the City of Windsor for servicing.

d. Does the alley serve as the only vehicular means of access to rear parking areas and garages where the property has insufficient lot width for a side drive?

    i. Yes the alley serves as the only vehicular means of access to rear parking areas and garages where the property has insufficient lot width for a side drive at 401-427 Park Street West.

e. Does the alley contain Fire Department connections that are deemed to be necessary for firefighting access?

    i. No the alley does not contain any Fire Department connections.

2. Alleys that have some usefulness, are nevertheless dispensable and may or may not be a complete liability.

    i. The Engineering - Right-of-Way Department has indicated that the alley appears to serve no useful purpose by CR146/2005 and therefore, has no objections to the closure of this alley.

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.

    i. The Engineering - Right-of-Way Department has indicated that the alley appears to serve no useful purpose by CR146/2005 and therefore, has no objections to the closure of this alley.

4. Alley lying in Holding zones and other similar undeveloped areas where the alley system is clearly obsolete and has never been developed, but where the City needs to keep its options open until new area plans are prepared and development is imminent.

    i. The alley does not lie within a Holding zone or similar undeveloped area.

Based on the above, Administration has deemed the entire alley system including Parts 1 and 2 on Drawing CC-1847 as “indispensable”.

Notwithstanding the such alley being deemed indispensable, Administration is recommending that the portion of the Subject Alley shown as Parts 1 and 2 on Drawing No. C-1847 be closed and conveyed to the owners of the abutting properties as set out in the Recommendation above, for the following reasons:

- There are ongoing safety and security challenges at the applicant’s property, which include trespassing, loitering, confrontations, and other behaviors that are both criminal and social disorder in nature. A detailed Crime Prevention Through Environmental Design (CPTED) safety assessment was completed with a recommendation from the Windsor Police Services that closure of the Subject Alley will help facilitate the applicant’s ability to implement measures that will safeguard their property, staff, and general public.

- Vehicular access to the applicant’s properties will be maintained both from Church Street by way of access through their existing parking facilities and from the adjoining east/west alley.

- Means of vehicular access to 401-427 Park Street West will be maintained from Park Street West.

- The closure will not hinder rear yard parking to the residential property at 457-459 Church Street as access will remain available from the adjoining east/west alley west of Church Street.

- The closure will not hinder side yard parking to the residential property at 463 Church Street as access will remain available from the adjoining east/west alley west of Church Street.

- The closure will not hinder access by Environmental Services department for refuse collection as services will be available in the adjoining east/west alley west of Church Street.

Accordingly, Administration recommends that, upon closure, the abutting property owners be allowed to acquire their respective portions the Subject Alley abutting their respective properties, as set out in the Recommendation above, which is contrary to the standard manner of conveyance of offering abutting properties the right to acquire their half of the alley, as the full width ensures access is maintained where required. The recommended closure is supported by the abutting owners and protects access to all commercial properties.

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 low risk to the City however that, following closure of the Subject Alley, an abutting owner may not proceed with acquisition and the City may remain the owner of certain remnant portions of the Subject Alley. 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 the alley conveyed to lands at 401-427 Park Street West, zoned CD1.4, is assessed at $750 per front foot without easements and $375 per front foot with easements, plus HST if applicable, together with a proportionate share of survey costs as invoiced to the City by an Ontario Land Surveyor.

The rate for alley conveyed to lands abutting 451 Park Street West, 0 Church Street and 437 Church Street, zoned CD1.4, is assessed at $20 per square foot without easements and $10 per square foot with easements, plus HST if applicable, together with proportionate share of survey costs as invoiced to the City by an Ontario Land Surveyor.

The rate for alley conveyed to lands abutting 0 Church Street, zoned RD2.2, is assessed at $1.00, plus HST if applicable, together with a proportionate share of survey costs as invoiced to the City of Windsor by an Ontario Land Surveyor.

Should the Recommendation be approved, there will be a cost of $83.45 for registration of the closing By-law, plus $83.45 per document for registration of the four easements, for a total of $417.25, plus HST, associated with registration of the closing By-law and easements. The survey estimated at $5,250, plus HST, and registration costs will be charged to chartfield 001-2950-5144-02942-0125230 (Admin-Legal). There is sufficient funding available to cover the cost of the survey and registration. Proceeds as it relates to the closure and recovery of costs 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 regular mail, with no objections being received as of the date of writing this report.

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

Kate Tracey, Deputy City Solicitor
Kristen Karam, Financial Planning Administrator

Conclusion:

Administration recommends closure of the Subject Alley shown on attached Appendix "A", subject to easements in favour of Bell Canada, Cogeco Connexion Inc., ENWIN Utilities Ltd., MNSi and The Corporation of the City of Windsor and other conditions, as recommended herein.

Should the recommendations be approved, the Subject Alley will be closed and conveyed in accordance with the terms of this report.

Planning Act Matters:

N/A

Approvals:

Name	Title
Deborah Yankovic	Coordinator of Streets and Alleys
Denise Wright	Manager Real Estate Services
Wira Vendrasco	City Solicitor
David Soave	Manager, Strategic Operating Budget Development & Control
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 November 17, 2026.

Notifications:

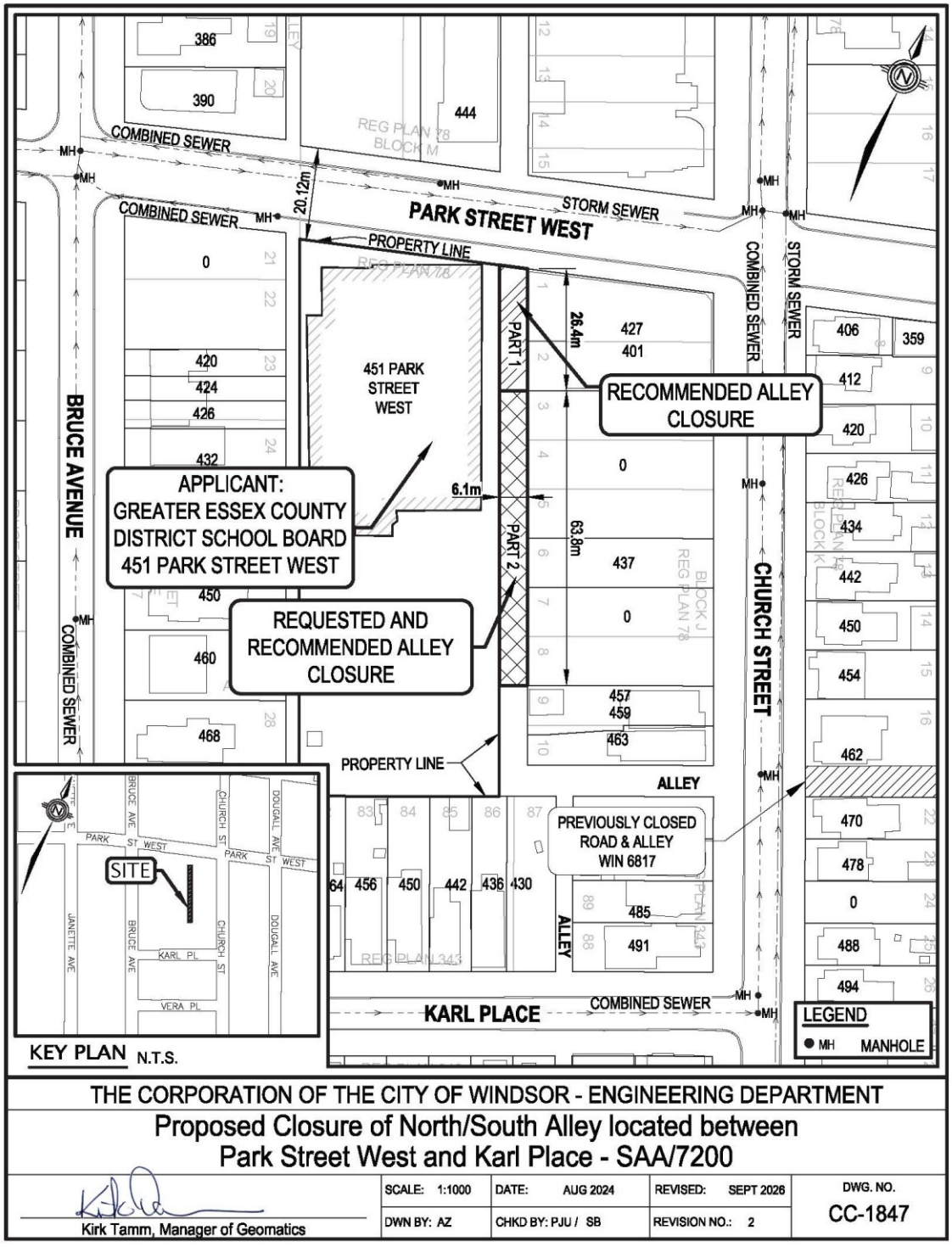
Name	Address	Email
Greater Essex County District School Board (Applicant)		
Windsor Goodfellows Club		

List of mailing labels for property owners abutting the alley issued to Clerks office

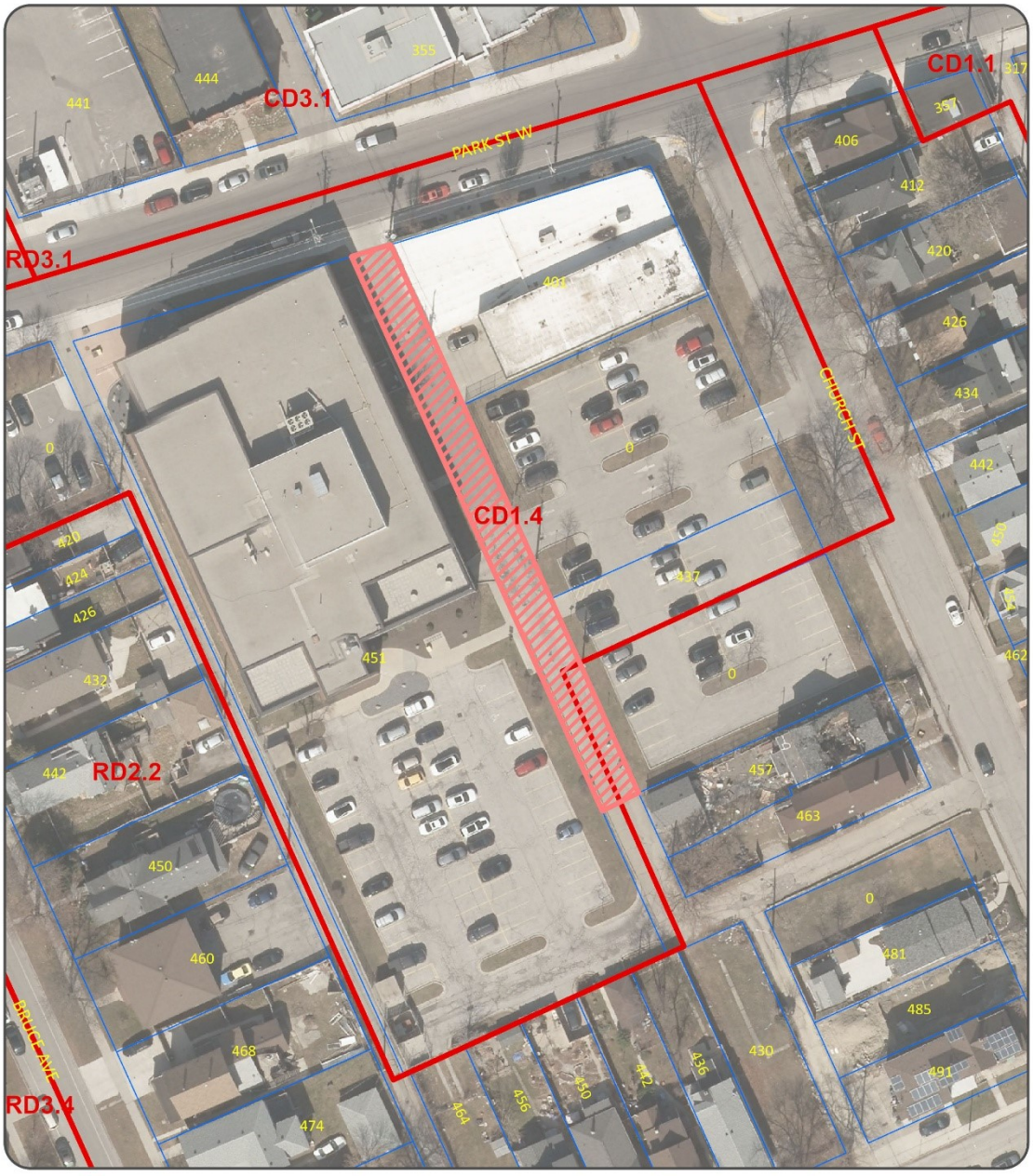
Appendices:

1 Appendix A - Drawing No. CC-1847
2 Appendix B - EIS Drawing - Aerial Photo
3 Appendix C - Consultations with Municipal Departments and Utility Companies
4 Appendix D - Site Photos (August 16, 2024 and September 24, 2026)
5 Appendix E - Classification of Alleys and Suitability for Closure

APPENDIX "A"
Drawing No. CC-1847



APPENDIX "B"
EIS Drawing - Aerial Photo



STREET & ALLEY CLOSING (SAA/7200)

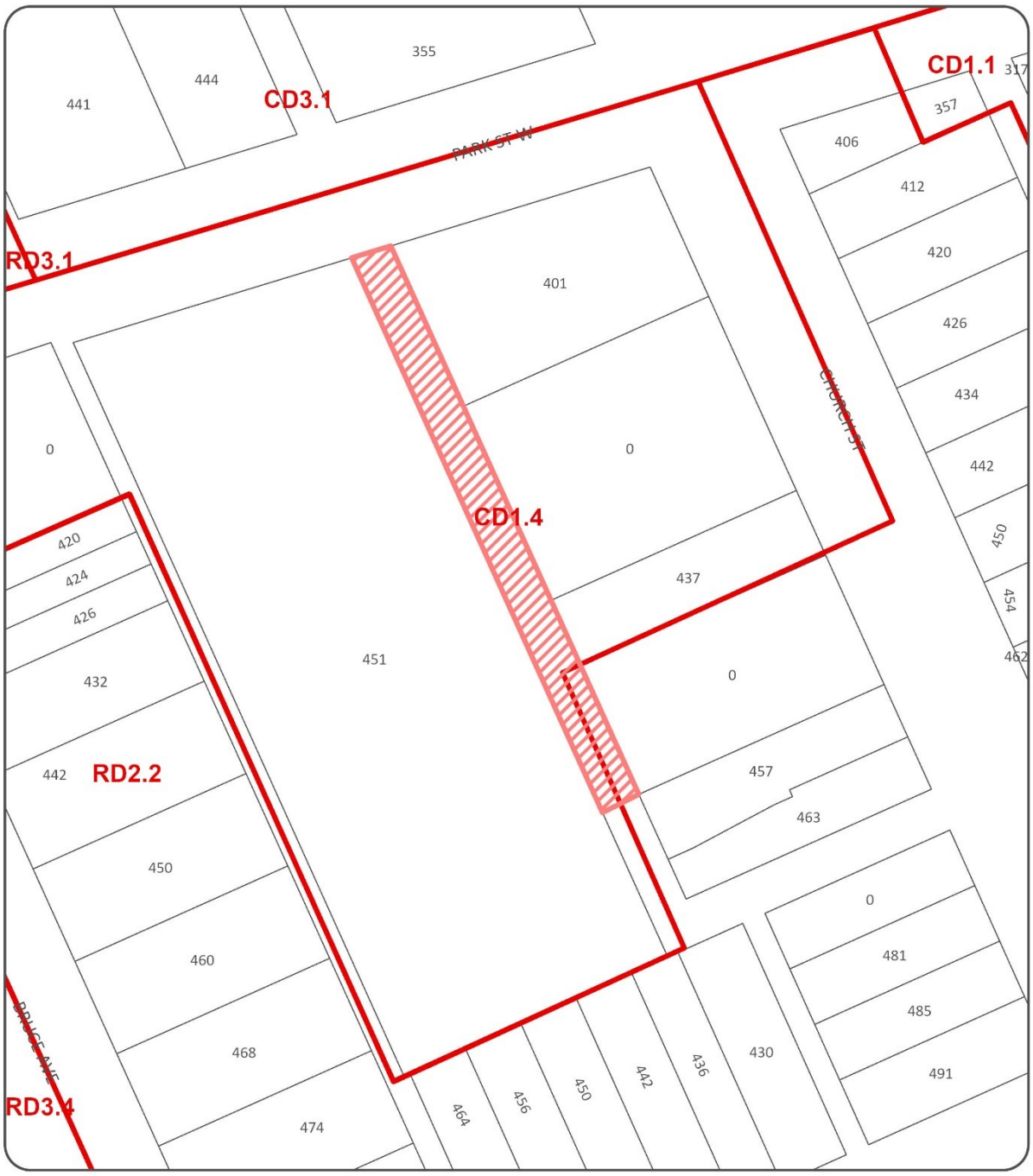
1:750

APPLICANT : GREATER ESSEX COUNTY DISTRICT SCHOOL BOARD

REQUEST FOR CLOSURE

PLANNING DEPARTMENT - PLANNING POLICY

DATE: OCTOBER, 2026



STREET & ALLEY CLOSING (SAA/7200)

1:750

APPLICANT : GREATER ESSEX COUNTY DISTRICT SCHOOL BOARD

REQUEST FOR CLOSURE

PLANNING DEPARTMENT - PLANNING POLICY

DATE: OCTOBER, 2026

APPENDIX "C"
Consultations with Municipal Departments and Utility Companies

BELL CANADA

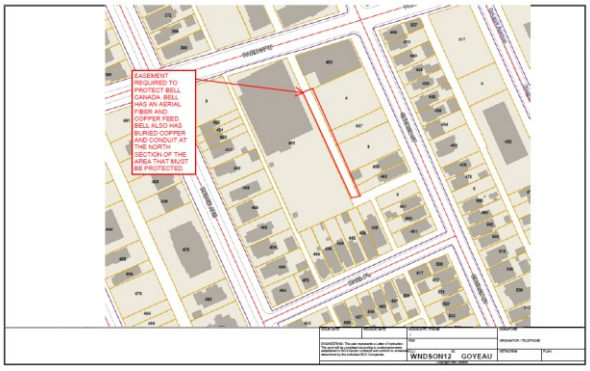
Subsequent to review of the Proposed Lane Closure by our local Engineering Department it has been confirmed that Bell Canada will require a transfer of a blanket easement over these lands, in order to protect the integrity of our existing facilities and maintain service in the area (see attached). If the Municipality elects to not grant a blanket easement to Bell Canada, we would request a specific utility corridor as follows:

In regard to aerial facilities, the corridor is to be measured 10.0 metres in width, 5 metres on either side of the centre line of the aerial installation. To encompass anchors located outside of this corridor, an additional lateral 3 metres wide corridor will be required to extend 1.0 m past any existing anchor installation and to be measured 1.5 metres either side of centreline.

In the case of buried facilities, a 3.0-metre-wide corridor, measuring 1.5 metres on either side of the centre line of the buried installation, and to extend to a minimum of 1.0m past any pedestal installation. It may be necessary for the surveyor to arrange for a cable locate to identify the location of the buried installation.

Bell Canada kindly requests that the easement be granted from the MUNICIPALITY prior to the sale of these lands into private ownership. Please find attached to this e-mail, Bell's Standard Schedule and a sketch showing the approximate location of our facilities. Since the easement is necessary in order to provide and maintain service to this area, all costs associated with this transaction will be the responsibility of the Owner. We hope this proposal meets with your approval and look forward to your reply.

If there are any questions or concerns, please do not hesitate to call.



COGECO CONNEXION INC.

Cogeco is on Enwin/Bell poles throughout this alley. We do have equipment that we would need to access to with vehicles 24/7. We would need to move some of our

equipment out of the area if we don't have this access. Some would stay and we would still need to be on the easement.

[Daniel Haggins - Lead OSP Engineering Windsor and Essex]

ENBRIDGE GAS INC.

After reviewing the provided drawing at Park St W & Church St and consulting our mapping system, please note that Enbridge Gas has no active infrastructure in the proposed area. Also, please note the following should you find any abandoned infrastructure in the area:

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

[Jose Dellosa - Drafter Estimator]

ENGINEERING (DEVELOPMENT & ROW)

The subject alley closure at 451 Park St W is approximately 6.1 m (20 ft) wide by 107.22 m (353.42 ft) long, composed of asphalt, there are no encroachments from surrounding properties. There is a catch basin near the north end of the alley closure; an easement will be required for maintenance purposes. There are hydro poles and overhead wires, and guy wires in this alley. An easement will be required for the utilities.

There is a concrete driveway approach at the north end of this alley that allows 401 Park Street W garage access. It may be the responsibility of the City to remove the curb cut in the future when funding becomes available. Should the property owners intend to use this approach and purchase the alley, they will be required to obtain a driveway permit and maintain the approach in accordance with City Standard AS-222.

This alley appears to serve no useful purpose by CR146/2005; therefore, we have no objections to the closure of this alley.

[Sara Mogg]

ENGINEERING (OPERATIONS)

No comments provided

ENVIRONMENTAL SERVICES

We have no concerns as long as the east/west alley that enters and exists off Church remains open since it is utilized to collect from the School Board office**.**

[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 16kV and 120/240 volt distribution poles and down guy wires. This locate request is clear of ENWIN owned underground plant. There may be privately owned underground plant in your locate request area. As per Drawings/Sketches. Please note the City of Windsor streetlights are now considered private. If you are looking for streetlight locates, please contact City of Windsor.

[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. There is sufficient funding available to fund the cost of the survey and registration.

[Kristen Karam, Financial Planning Admin.]

LEGAL & REAL ESTATE SERVICES

GECDSB

1. For lands abutting 451 Park St. to the east, zoned CD1.4, $750.00 per front foot without easement and $375 per front foot with easements, plus proportionate share of survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor. No deed preparation fee will be charged, as GECDSB will be required to retain their own lawyer.

2. For lands abutting 0 & 437 Church St. (rear) to the west, zoned CD1.4, $20 per square foot without easements and $10 per square foot with easements, plus proportionate share of survey costs as invoiced to The Corporation of the City of Windsor by an

Ontario Land Surveyor. No deed preparation fee will be charged, as GECDSB will be required to retain their own lawyer.

3. For lands abutting 0 Church St. (rear) to the west, zoned RD2.2, $1.00, plus proportionate share of survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor. No deed preparation fee will be charged, as GECDSB will be required to retain their own lawyer.

Windsor Goodfellows Club

For lands abutting 401-427 Park St. to the west, zoned CD1.4, $750.00 per front foot without easement and $375 per front foot with easements, plus proportionate share of survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor. No deed preparation fee will be charged, as the Windsor Goodfellows Club will be required to retain their own lawyer.

457 and 463 Church St.

For the lands abutting 457 and 463 Church St. (rear) to the west, zoned RD2.2, $1.00 plus deed preparation and the proportionate share of 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 entire closure area please.

[Dave Hartleib - Outside Plant Manager]

PARKS

Theren is no comments from Parks development point of view.

[Hoda Kameli - Landscape Architect]

PLANNING (DEVELOPMENT)

The requested closure is in an area zoned primarily Commercial District 1.4 with a small portion zoned Residential District 2.2 and has a land use designation that is partially residential and partially mixed use on Official Plan Schedule E – City Centre Planning District. 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.

[Conner O'Rourke – Planner II]

PLANNING (LANDSCAPE)

There are no objections from a landscape architectural or urban design perspective related to this closure.

[Stefan Fediuk - Planner III - Senior Urban Designer]

ROGERS

No comments provided

TELECON (TELUS)

TELUS has no underground infrastructure in the area of your proposed work.

[Jonalyn Sy - TELUS Utility Mark-Ups]

TRANSPORTATION PLANNING

Transportation planning has no objections to the proposed alley closure.

[Elara Mehrilou - Transportation Planner I]

WINDSOR FIRE

No issue with fire

[Mike Coste - Chief Fire Prevention Officer]

WINDSOR POLICE

The Windsor Police Service supports this request by the public school board to close this particular north/south alley that abuts their property on Park Street West. As noted in the "Rationale" section of the application, the applicant (GECDSB) has cited a recommendation made to them to close this alley, based on a detailed crime prevention through environmental design (CPTED) assessment completed back in May of 2023. The applicant has faced ongoing safety and security challenges on their property, comprised of trespassing, loitering, confrontations, and other behaviours that are both criminal and social disorder in nature. The closure of the subject alley, in my opinion, will help facilitate the GECDSB's ability to implement measures that will elevate the safeguarding of their property for their staff, and also the general visiting public.

- Severe trespassing issue; alley doesn't appear to be needed by other property owners

- Closure will significantly help the school board; supporting closure; “won’t solve all of their problems” but will be helpful

[Barry Horrobin - Director of Planning & Physical Resources]

APPENDIX "D"

Site Photos (August 16, 2024 and September 24, 2026)



Figure 1 – South facing alley entrance from Park Street



Figure 2 – South facing alley from property line at 401-427 Park Street West



Figure 3 – First set of commercial loading doors at 401-427 Park Street West

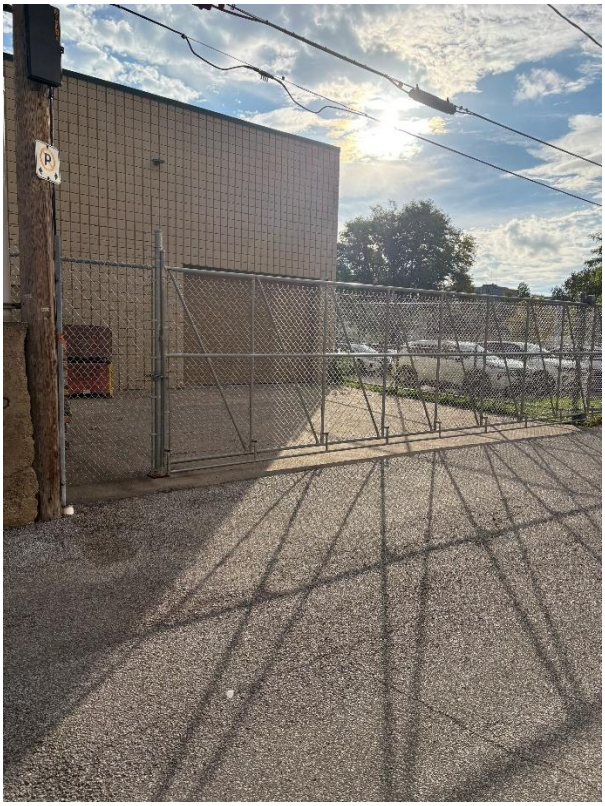


Figure 4 – Second commercial loading area at 401-427 Park Street West



Figure 5 - South facing alley showing trespasser



Figure 6 – South facing alley from applicant's parking area



Figure 7 – north facing alley from intersection with east/west open alley



Figure 8 - Intersection of north/south and east/west alleys



Figure 9 – North facing alley from southerly edge of closure area

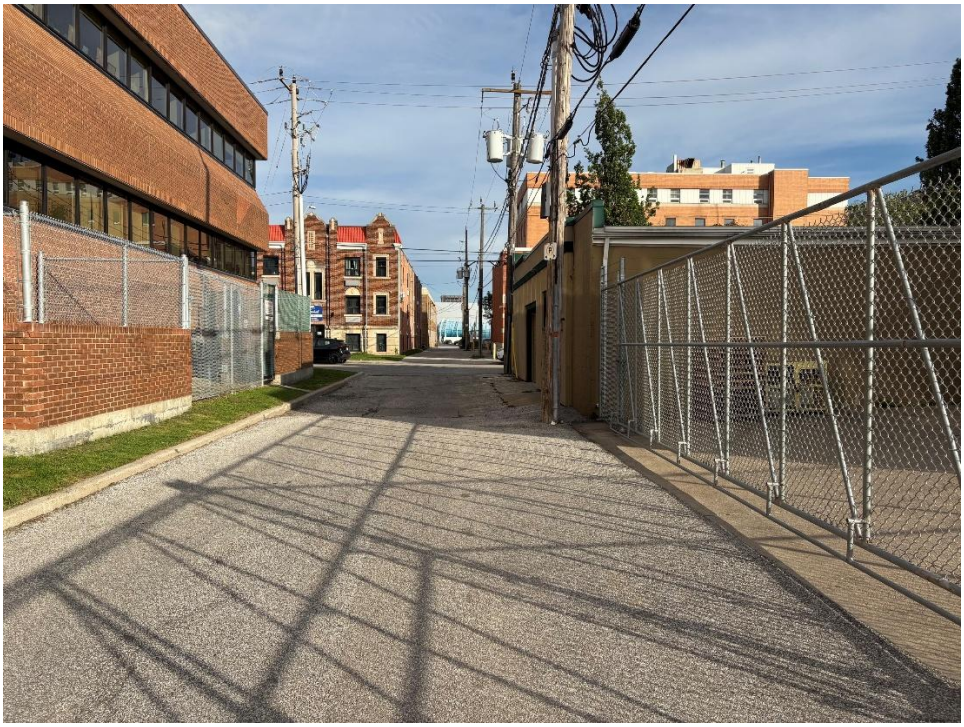


Figure 10 – North facing alley from edge of Windsor Goodfellows Club

APPENDIX "E"
Classification of Alleys and Suitability for Closure

Classification of Public Rights-of-Ways:

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

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

Suitability for Closing:

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

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

THE CITY OF WINDSOR ONTARIO, CANADA

Council Report: S 127/2026

Subject: Closure of the Cul-de-Sac and closure of the east/west alley located north of Grove Avenue, east of Partington Avenue, south of Bridge Avenue and west of Josephine Avenue, SAS-7183, Ward 2

Reference:

Date to Council: December 1, 2026
Author: Deborah Yankovic
Coordinator of Streets and Alleys
(519) 255-6100 x 6855
dyankovic@citywindsor.ca
Real Estate Services
Report Date: 11/10/2026
Clerk's File #: SAA2026

To: Mayor and Members of City Council

Recommendation:

I. THAT the 15.24 metre-wide portion of highway known as Bridge Avenue, located north of Grove Avenue, east of Partington Avenue and west of Josephine Avenue, and shown as the requested cul-de-sac closure on Drawing No. CC-1848 (attached hereto as Appendix "A"), and hereinafter referred to as the "**Subject Cul-de-Sac**", **BE ASSUMED** for subsequent closure.

II. THAT the Subject Cul-de-Sac **BE CLOSED AND CONVEYED** to the owner of the abutting property municipally known as 1920 Grove Avenue and legally described as Part Lot 68, Concession 1, Sandwich West, as in R141457; Windsor, 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. The Windsor Utilities Commission ("WUC") to accommodate a 300 mm watermain.

III. THAT the Conveyance Cost for the Subject Cul-de-Sac **BE SET** as follows:

   a. For the closed highway to be conveyed to abutting lands zoned RD2.5, $1.00 plus HST, together with deed preparation fee and a proportionate share of the survey costs as invoiced to the City by an Ontario Land Surveyor.

IV. THAT the 6.15 metre-wide east/west alley located north of Grove Avenue, east of Bridge Avenue and west of Josephine Avenue, and shown as the recommended alley closure on Drawing No. CC-1848 (attached hereto as Appendix "A"), and hereinafter referred to as the "**Subject Alley**", **BE ASSUMED** for subsequent closure.

V. THAT the Subject Alley **BE CLOSED AND CONVEYED** to the owner of the abutting property municipally known as 992 Bridge Avenue and legally described as Part Lot 167, Plan 369 and Part alley (closed by R1445433) Plan 369 and 640, being Parts 2, 3 & 6, Plan 12R19893, s/t an easement over Parts 3 and 6, Plan 12R19893 as in LT253797; Windsor, 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. Enwin Power Ltd. ("**Enwin**") to accommodate existing 120/140 volt secondary hydro distribution lines.

b. The owner of 992 Bridge Avenue obtaining a driveway permit from Right-of-Way to maintain the driveway approach as per City Standards AS-222 or AS-221.

VI. THAT the Conveyance Cost for the Subject Alley **BE SET** as follows:

a. For the closed alley to be conveyed to abutting lands zoned RD1.3, $600 per front foot without easements, plus HST and $300 per front foot with easements, plus HST, together with a proportionate share of the survey costs as invoiced to the City by an Ontario Land Surveyor.

VII. THAT the City Solicitor **BE DIRECTED** to prepare the necessary by-law(s).

VIII. THAT the Chief Administrative Officer and City Clerk **EXECUTE** all necessary documents approved as to form and content satisfactory to the City Solicitor.

IX. THAT the matter **BE COMPLETED** electronically pursuant to By-law Number 366-2003.

Executive Summary:

N/A



STREET & ALLEY CLOSING (SAS/7183)

APPLICANT : OLIVIA CONSTRUCTION HOMES LTD.

REQUEST FOR CLOSURE

PLANNING & DEVELOPMENT SERVICES

DATE: AUGUST, 2026

Background:

The applicant, Olivia Construction Homes Inc., owner of the property known municipally as 1920 Grove Avenue (the "**Subject Property**"), applied to close the Subject Cul-de-Sac as shown on the aerial photo attached hereto as Appendix "B".

The applicant applied to close the Subject Cul-de-Sac, as it was the requirement of a Planning Act Application pending on the Subject Property. During its initial review of the proposed development, Engineering indicated that its preference would be for the cul-de-sac lands to be conveyed as part of the proposed development.

The Subject Cul-de-Sac is maintained and composed primarily of grass and gravel. The closure area contains a 300 mm watermain that would either need to be abandoned or subject to an easement in favour of WUC .

The Subject Cul-de-Sac was established by way of By-law No. 1298, paragraph 1(c) registered as Instrument No. R109964 on June 15, 1955, which declared such lands in Farm Lot 68, Concession 1, to be a public street.

The Subject Alley is unmaintained and composed primarily of gravel, concrete sidewalk, grass, and natural vegetation. The Subject Alley contains 120/240 volt secondary hydro distribution lines within the proposed area.

There are concrete blocks and a driveway approach existing within the Subject Alley, however there are no Encroachment Agreements on record for the use of the Subject Alley by the abutting owner.

The Subject Alley was established by way of By-law No. 1298, paragraph 1(a) registered as Instrument No. R109964 on June 15, 1955, which declared such lands in Farm Lot 68, Concession 1, to be a public alley.

Discussion:

The City required the applicant to close the Subject Cul-de-Sac as part of the owners Planning Act application for development of the Subject Property.

The lands abutting the Subject Cul-de-Sac 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 applies 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 so the conveyance of the Subject Alley to the owner of 992 Bridge Avenue will not impact the approved development at 1920 Grove Avenue.

The proposed closure area has been revised to accommodate garbage collection services as per the request put forth by Environment Services.

The Subject Cul-de-Sac contains a watermain and will be the location of future servicing for the development. This servicing requires the lands to be encumbered by easements and therefore cannot be built upon. As such, subject to Council approval, Administration recommends closing and conveying the Subject Cul-de-Sac to the Applicant for $1.00, plus applicable HST, together with deed preparation fee and a proportionate share of the survey costs.

Engineering put forth a request to amend the closure area of the Planning Act application to include the alleys abutting 992 Bridge Avenue and 993 Bridge Avenue, as well as the north/south alley abutting the westerly limited of the Subject Property. There has been no expression of interest from the abutting owners to close the abutting north/south alley and closure is not required as a condition of the related Site Plan Control application.

The owner of 993 Bridge Avenue under separate application, has applied to close the alley abutting their property, therefore the Subject Alley is the only remaining open right-of-way.

There is a driveway approach at the west end of the Subject Alley that appears to be used by the owner of 992 Bridge Avenue. If the proposed alley closure is approved, the owner of 992 Bridge Avenue will require a permit to maintain the driveway approach as per City Standards AS-222 or AS-221.

The decision to recommend closure of a municipal right-of-way is derived from the City's *Classification of Alleys and Suitability for Closure* guideline document (the "**Document**"), which includes the following four classifications of alleys based on their usefulness and provides the following corresponding criteria for determining their suitability for closure. The use of the Document is referenced under Part I of CR146/2005.

Classification of Public Right-of-Ways

1. Alley that is indispensable.

a. Does the alley serve commercial properties?

    i. No. The street and alley do not serve commercial properties.

b. Does the alley serve properties fronting on heavily traveled streets i.e. major arterial routes?

    i. No. The street and alley do not serve properties fronting on heavily traveled streets.

c. Does the alley contain sewers, and must the alley remain accessible for servicing?

    i. No. The street and alley do not contain sewers.

d. Does the alley serve as the only vehicular means of access to rear parking areas and garages where the property has insufficient lot width for a side drive?

    i. No. The street and alley do not serve as the only vehicular means of access to rear parking areas and garages where the property has insufficient lot width for a side drive.

e. Does the alley contain Fire Department connections that are deemed to be necessary for firefighting access?

    i. No. The street and alley do not contain any Fire Department connections.

2. Alleys that have some usefulness, are nevertheless dispensable and may or may not be a complete liability.

    i. The Engineering - Right-of-Way Department has indicated that the alley appears to serve no useful purpose by CR146/2005 and therefore, has no objections to the closure of this alley.

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.

    i. The Engineering - Right-of-Way Department has indicated that the alley appears to serve no useful purpose by CR146/2005 and therefore, has no objections to the closure of this alley.

4. Alley lying in Holding zones and other similar undeveloped areas where the alley system is clearly obsolete and has never been developed, but where the City needs to keep its options open until new area plans are prepared and development is imminent.

i. The alley does not lie within a Holding zone or similar undeveloped area.

Based on the above, Administration deems the alley “dispensable”.

Accordingly, Administration recommends that upon closure, the owner of 1920 Grove be given a chance to acquire the Subject Cul-de-Sac and the owner of 992 Bridge Avenue be given a chance to acquire the Subject Alley, as set out in the Recommendation above. The Recommendation, based on the circumstances, is contrary to the standard manner of conveyance of offering abutting properties first right to acquire their half of the alley 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 the Subject Cul-de-Sac abutting lands zoned RD2.5 is assessed $1.00 plus HST, together with deed preparation fee and a proportionate share of the survey costs as invoiced to the City by an Ontario Land Surveyor.

The rate for the Subject Alley to be conveyed to abutting lands zoned RD1.3 is assessed at $600.00 per front foot without easements and $300.00 per front foot with easements, plus HST, together with a proportionate share of the survey costs as invoiced to the City by an Ontario Land Surveyor.

Should the Recommendations be approved, Administration will commission the required survey estimated at $3,850, plus HST. There will also be a cost of $83.45 for registration of the closing By-law, plus $83.45 per document for registration of the two easements for a total of $350.35, plus applicable HST, associated with registration of the closing By-law and easements. Registration and survey costs will be charged to chartfield 001-2950-5144-02942-0125230 (Admin-Legal), which has sufficient budget available. Proceeds from recovery of costs 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 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

Kate Tracey, Deputy City Solicitor

Conclusion:

Administration recommends closure of the Subject Cul-de-Sac, subject to an easement in favour of WUC and closure of the Subject Alley subject to an easement in favour of Enwin, and other conditions, as recommended herein.

Should the recommendations be approved, the Subject Cul-de-Sac and the Subject Alley will be closed and conveyed in accordance with the terms of this report.

Planning Act Matters:

N/A

Approvals:

Name	Title
Deborah Yankovic	Coordinator of Streets and Alleys
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

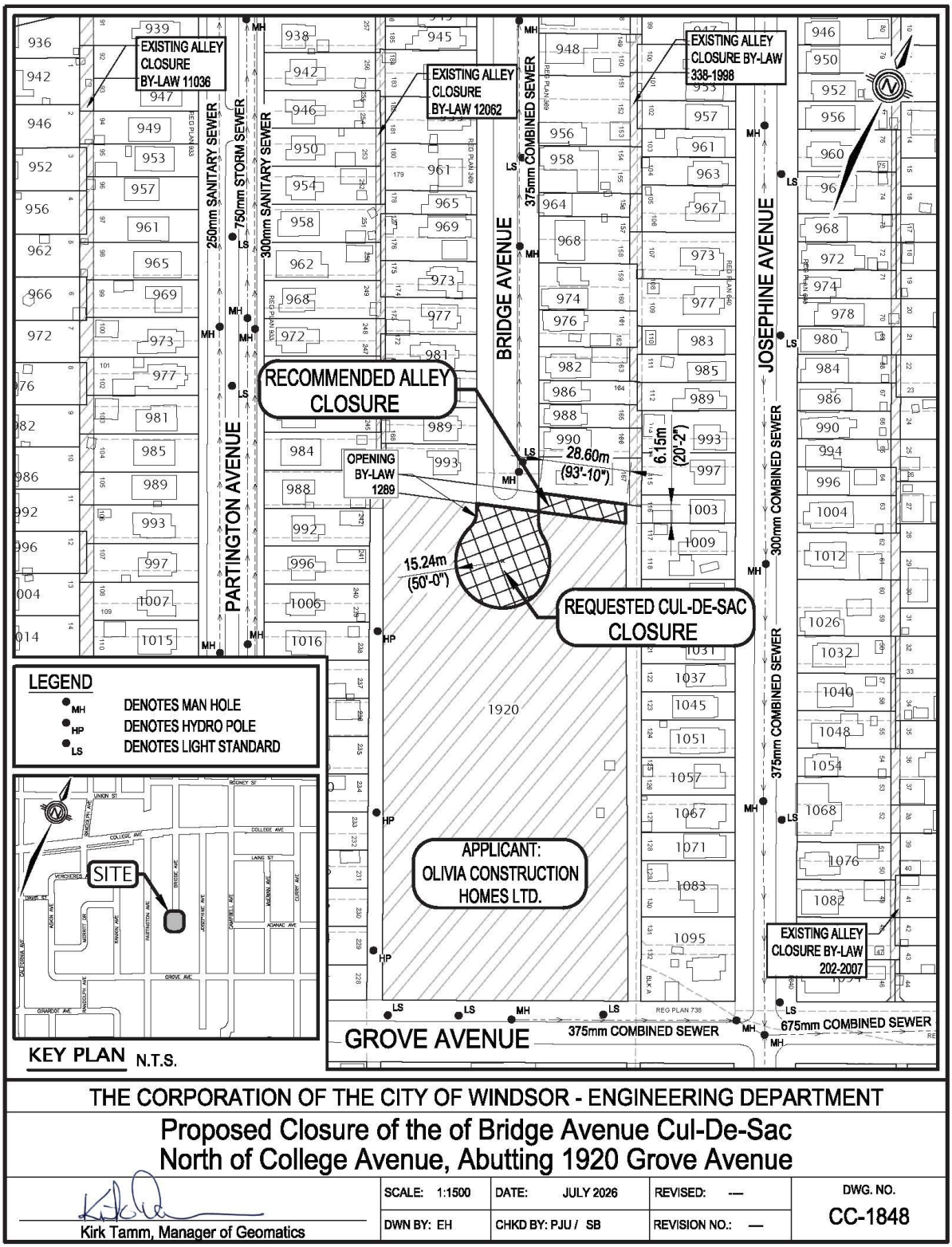
Notifications:

The Legal Department provided the Clerks Department with mailing labels for Notice of Development & Heritage Standing Committee on November 17, 2026.

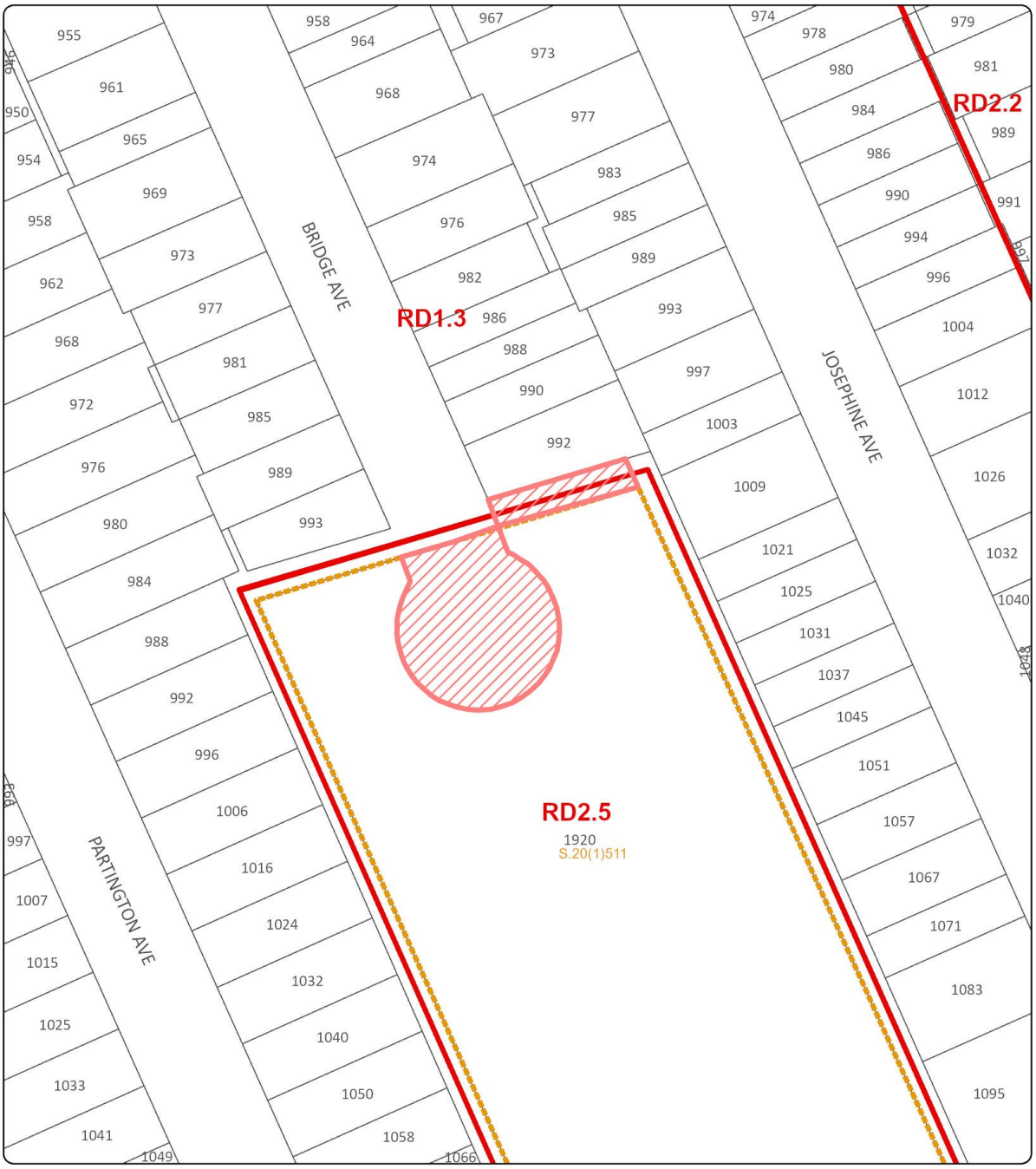
Appendices:

1 Appendix A - Drawing No. CC-1848
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-1848



APPENDIX "B"
EIS Drawing - Aerial Photo



STREET & ALLEY CLOSING (SAS/7183)

APPLICANT : OLIVIA CONSTRUCTION HOMES LTD.

REQUEST FOR CLOSURE

PLANNING & DEVELOPMENT SERVICES

DATE: AUGUST, 2026



STREET & ALLEY CLOSING (SAS/7183)

APPLICANT : OLIVIA CONSTRUCTION HOMES LTD.

REQUEST FOR CLOSURE

PLANNING & DEVELOPMENT SERVICES

DATE: AUGUST, 2026

APPENDIX "C"
Consultations with Municipal Departments and Utility Companies

BELL CANADA

No comments provided

COGECO CONNEXION INC.

Nothing from Cogeco on this one.

[Daniel Haggins - Lead OSP Engineering Windsor and Essex]

ENBRIDGE GAS INC.

After reviewing the provided drawing at 1920 Grove Ave. 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:

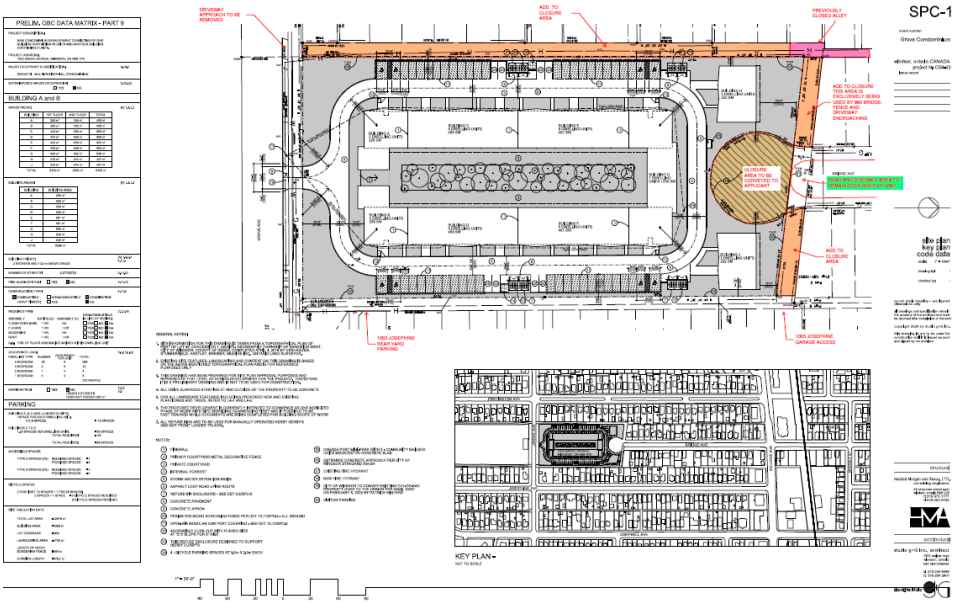
- Any pipe that is excavated, please assume that it is live.
- If during any job, any pipe is found that is not on the locate sheet and conflicts with your work, please call our emergency number (1-877-969-0999), and one of our Enbridge representatives will respond to determine if that plant is in fact 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 proposed closure is approximately 20.10m wide with a diameter of 26m long (diameter). The area of the closure to the right has a length of approximately 29.4 m and is 6.1 m wide. The Alley contains HL3/4 road, concrete sidewalk, grass, and trees. Engineering requests that the closure area be revised per the attached Planning Application comments and as identified on the attached site plan.



Comments regarding the closure area, as proposed by the applicant, are as follows:

There are two residential driveway approaches that provide access to 992 and 993 Bridge Avenue. If the proposed street closure is approved, 992 and 993 Bridge Avenue may require a permit to construct new driveway approaches as per City Standard AS-222 or AS-221.

993 Bridge Ave has a fence encroaching into the alley and 992 Bridge has concrete blocks encroaching in the alley. The property owners will be required to remove the fence or enter into an encroachment agreement for their fence. There are no sewers in the closure area. There is a watermain, hydro poles, guy wires and overhead wires located within the alley; an easement would be required for utilities. There is a redundant driveway approach off Grove Ave, west of 1920 Grove. The property owner at 1920 Grove will be required to either remove the approach or obtain a driveway permit to keep and maintain the driveway approach to city standard AS-204.

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

[Adam Yacoub – Development Engineering Co-op Student]

ENGINEERING (OPERATIONS)

No comments provided

[Charles Harford - Manager of Right-of-Way & Field Services]

ENVIRONMENTAL SERVICES

The closure proposed appears to limit the turning radius at the end of the Grove St. This is a concern for waste collection vehicles. Currently they are able to turn around at the end of the street, but the drawing provided seem to significantly reduce the area for turning. Please keep in mind that collection vehicles are not able to use residential driveways to perform a turn as the weight of the trucks risk causing damage. Although backing down the street is theoretically possible, it is not recommended for two reasons. Firstly, it is a long stretch to back down from College which entails high risk of property damage (there is on street parking), and secondly it would be disruptive to residents in the area as there is a audible alarm whenever a waste vehicle is reversing.

I would request that a small cul-de-sac remain at the end of Bridge to accommodate collection services.

[Anne-Marie Albidone, Manager, Environmental Services]

ENWIN UTILITIES LTD. (HYDRO)

No Objection to alley closure provided adequate clearances are achieved and maintained.

ENWIN has existing overhead pole lines along the east limits of the proposed alley closure with 120/240 volt secondary hydro distribution.

The developer will be responsible to cover all costs associated with any relocation or removal of ENWIN poles and conductors.

[Steve Zambito – Senior Hydro Engineering Technologist]

ENWIN UTILITIES LTD. (WATER)

ENWIN Water has no objections. An easement would be required as there is an existing 300mm watermain that runs through the cul-de-sac into the property that connects to an existing easement that runs to Grove Avenue.

[Bruce Ogg - Water Project Review Officer]

FINANCIAL PLANNING

No concerns. There is sufficient funding available to fund the cost of the survey and registration

[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 992 Bridge Avenue. No deed preparation fee will be charged, as the abutting owner will be required to retain their own lawyer.

The cul-de-sac will require a survey. The conveyance price is $37,500, plus proportionate share of the survey costs. No deed preparation fee will be charged, as Olivia Construction will be required to retain its own lawyer. Before proceeding, please contact Olivia Construction to confirm whether they remain interested after being advised of the price.

[Natalie D'Ambrosio - Coordinator Real Estate Services]

MANAGED NETWORK SYSTEM INC. (MNSi)

MNSi does not have any issues or concerns with the closure of this Street and Alley

[Dave Hartleib - Outside Plant Manager]

PARKS

No comments provided

PLANNING (DEVELOPMENT)

The requested closure is in an area zoned Residential District 2.5 (RD2.5) and S.20(1)511 as per By-law Number 155-2024 [assed October 28th, 2024. The map below needs to be updated. The area has a Residential land use designation on Official Plan Schedule D – Land Use. The alley does not service any commercial properties. The area proposed to be closed 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.

The applicant has completed the SPC process for the proposed development at 1920 Grove Avenue (SPC -2026-6). The application is complete and there is an approved SPC agreement in place. The following is a condition of fulfillment: *The Owner further agrees, prior to the issuance of a Building Permit, the owner shall apply to the Street ad Alley Closing Committee to close the existing alley adjacent to the subject property*. For more information please contact Brian Velocci (bvelocci@citywindsor.ca).

[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 the closure as proposed.

[Ajay Kumar – Traffic Operations]

TRANSPORTATION PLANNING

Transportation planning does not have any comment for the proposed closure.

[Aashvi Sarvaiya, Transportation Planner]

WINDSOR FIRE

No comments provided

WINDSOR POLICE

The Windsor Police Service has no concerns or objections with this requested closure to presumably facilitate an infill redevelopment of the subject lands. Closure of the subject space(s) will not inhibit our ability to provide emergency police response or carry out other service delivery activities to any of the abutting property owners.

[Barry Horrobin - Director of Planning & Physical Resources]

APPENDIX "D"
Site Photos (October 23, 2026)



Figure 1 – View of cul-de-sac from Bridge Avenue facing south



Figure 2 – View of Bridge Avenue cul-de-sac closure area



Figure 3 – View of east/west alley closure area facing east



Figure 4 – Rear portion of alley closure area facing east

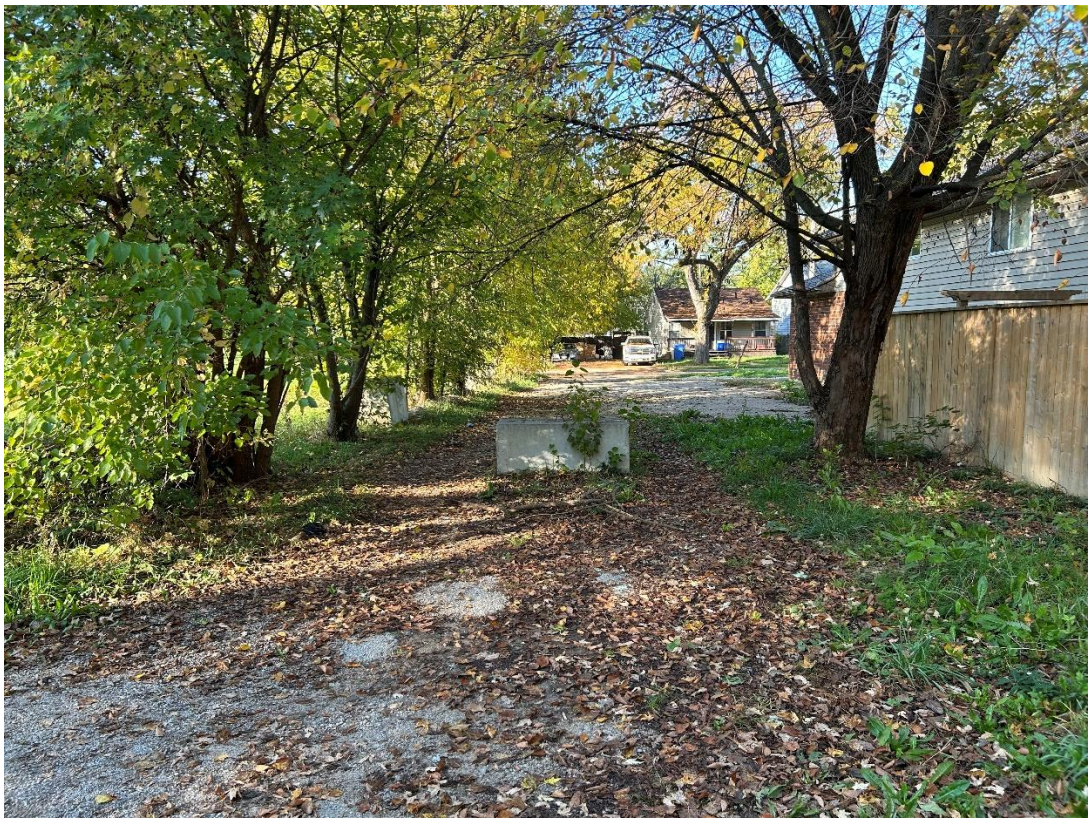


Figure 5 – Alley closure area facing west from intersection with adjoining north/south alley

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.

THE CITY OF WINDSOR ONTARIO, CANADA

Council Report: S 128/2026

Subject: Closure of east/west Lane located north of University Avenue West, south of Riverside Drive West and west of Caron Avenue, SAS-12984, Ward 3

Reference:

Date to Council: December 1, 2026
Author: Deborah Yankovic
Coordinator of Streets and Alleys
(519) 255-6100 x 6855
dyankovic@citywindsor.ca
Real Estate Services
Report Date: 11/10/2026
Clerk's File #: SAA2026

To: Mayor and Members of City Council

Recommendation:

I. THAT the 4.27 metre-wide east/west lane located north of University Avenue West, south of Riverside Drive West and west of Caron Avenue and shown on Drawing No. CC-1895 (attached hereto as Appendix "A"), and hereinafter referred to as the "Subject Lane", **BE ASSUMED** for subsequent closure.

II. THAT the Subject Lane **BE CLOSED AND CONVEYED** by the City together with the abutting Subject Property to the developer in accordance with the terms of the Development Agreement.

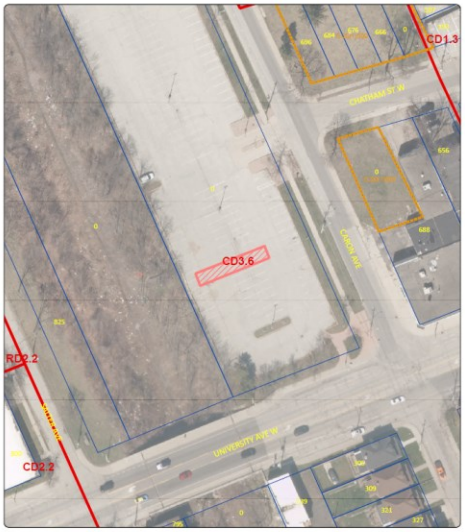
III. THAT the City Solicitor **BE DIRECTED** to prepare the necessary by-law(s).

IV. 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.

V. THAT the matter **BE COMPLETED** electronically pursuant to By-law Number 366-2003, and that the City Solicitor be authorized to execute all standard real estate documents in accordance with By-law 366-2003.

Executive Summary:

N/A



STREET & ALLEY CLOSING (SAS/12984)

APPLICANT : CITY OF WINDSOR

REQUEST FOR CLOSURE

PLANNING & DEVELOPMENT SERVICES

DATE: OCTOBER, 2026

Background:

The applicant, The Corporation of the City of Windsor (the "**City**"), owner of the property known municipally as 0 Caron Avenue (the "**Subject Property**"), being the former Caron Avenue parking lot, applied to close the 4.27 metre-wide east/west lane, located north of University Avenue West, south of Riverside Drive West, and west of Caron Avenue (the "**Subject Lane**"), and shown on Drawing No. CC-1895 attached hereto as Appendix "A", and also shown on the aerial photo attached hereto as Appendix "B".

The applicant has applied to close the Subject Lane in order to be able to convey as part of the Subject Property to the developer under a Development Agreement reached under a Housing Solutions Made for Windsor Expression of Interest for the Subject Property.

The Subject Property is legally described as Lot 1 Plan 339, Windsor; Lot 2, Plan 339, Windsor; Lot 3, Plan 339, Windsor; Lot 4, Plan 339, Windsor; Lot 5, Plan 339, Windsor; Lot 6, Plan 339, Windsor; Lane, Plan 339, Windsor abutting Lot 6, Plan 339; Part Lot 1, Block B, Plan 76, Windsor, Part 1 & 7, 12R12324; Part Lot 76, Concession 1, Windsor Pt 2, 12R12324; Part Lot 77, Concession 1, Windsor, Part 4, 12R12324; Part Lot 77, Concession 1, Windsor being Part Pitt Street West, closed By Bylaw WC27295, Part 3, 12R12324; Windsor, being all of parcel register 01196-0331 (LT).

The Subject Lane was established by Registered Plan of Subdivision No. 339, registered on March 20, 1889.

The Subject Lane, which is part of the Subject Property, is legally described as Lane, Plan 339, Windsor, abutting Lot 6, Registered Plan 339. The Subject Lane remains an open right-of-way which must be closed prior to the conveyance of the Subject Property for its subsequent development.

The Subject Lane is maintained and composed primarily of asphalt.

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 "D".

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

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 Lane "dispensable".

Risk Analysis:

A refusal to assist in closing the Subject Lane may bear reputational risks, could delay the sale of the Subject Property and jeopardize its redevelopment in accordance with the terms of the Development Agreement.

Climate Change Risks

Climate Change Mitigation:
N/A

Climate Change Adaptation:
N/A

Financial Matters:

There will be a cost of $83.45, plus applicable HST, for registration of the closing By-law, to be charged to Chartfield 001-2950-5144-02942-0125230 (Admin-Legal). There is sufficient funding available to cover the cost of registration.

Consultations:

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.

Kate Tracey, Deputy City Solicitor
Kristen Karam, Financial Planning Administrator

Conclusion:

Should the recommendation be approved, the Subject Lane will be closed and conveyed together with the Subject Property to the developer under the Development Agreement.

Planning Act Matters:

N/A

Approvals:

Name	Title
Deborah Yankovic	Coordinator of Streets and Alleys
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

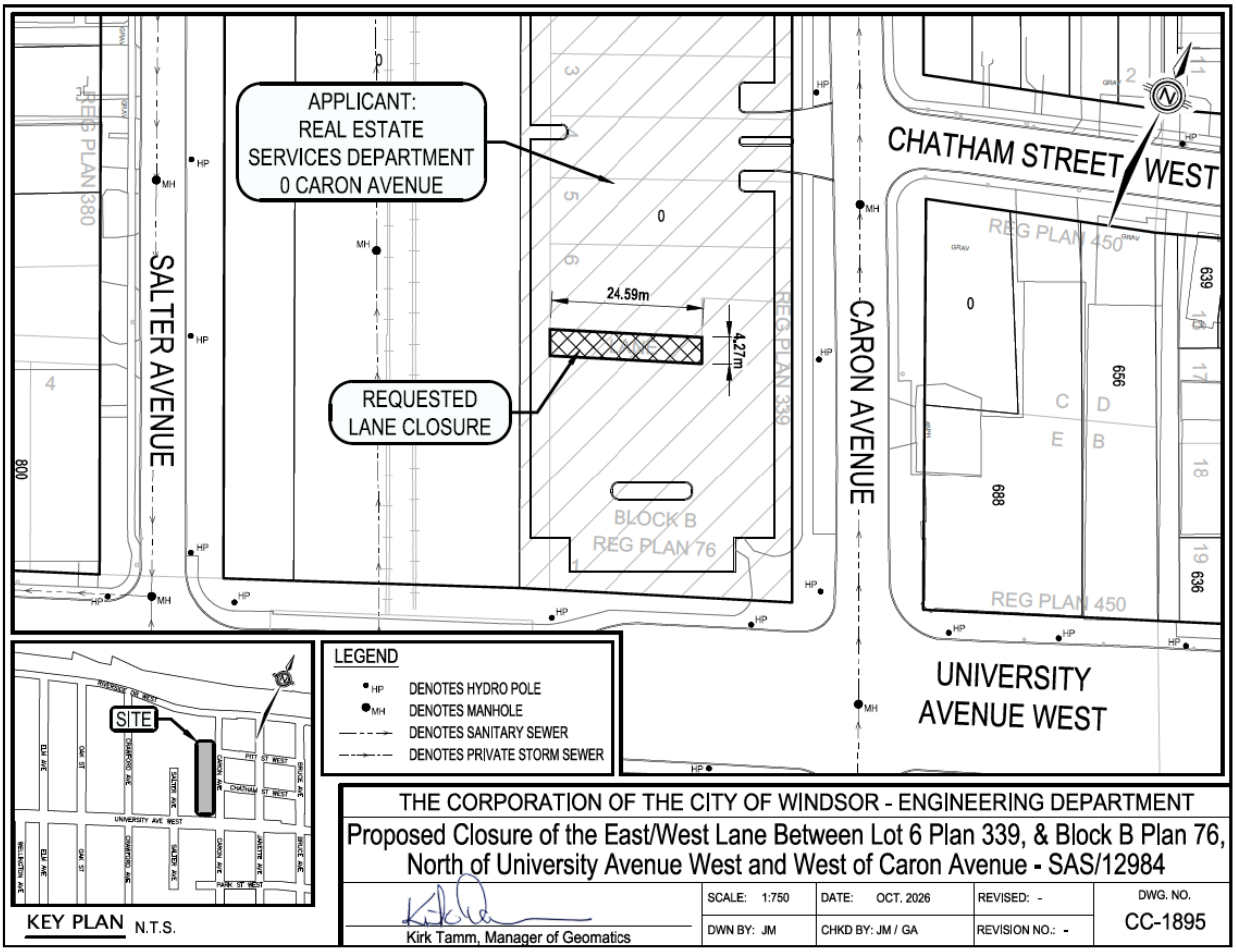
Notifications:

The Legal Department provided the Clerks Department with mailing labels for Notice of Development & Heritage Standing Committee on November 17, 2026.

Appendices:

1 Appendix A - Drawing No. CC-1895
2 Appendix B - EIS Drawing - Aerial Photo
3 Appendix C - Site Photo (October 29, 2026)
4 Appendix D - Classification of Alleys and Suitability for Closure

APPENDIX "A"
Drawing No. CC-1895



APPENDIX "B"
EIS Drawing - Aerial Photo



STREET & ALLEY CLOSING (SAS/12984)

APPLICANT : CITY OF WINDSOR

REQUEST FOR CLOSURE

PLANNING & DEVELOPMENT SERVICES

DATE: OCTOBER, 2026



STREET & ALLEY CLOSING (SAS/12984)

APPLICANT : CITY OF WINDSOR

REQUEST FOR CLOSURE

PLANNING & DEVELOPMENT SERVICES

DATE: OCTOBER, 2026

APPENDIX “D”
Site Photos (October 29, 2026)



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.

THE CITY OF WINDSOR ONTARIO, CANADA

Council Report: S 126/2026

Subject: Sandwich Town CIP Application, 425 Mill Street; Owner: Mohammed Nathier (Ward 2)

Reference:

Date to Council: December 1, 2026
Author: Kevin Alexander, MCIP RPP
Senior Planner - Special Projects
(519) 255-6543 x. 6732
kalexander@citywindsor.ca
Planning & Building Services
Report Date: 11/4/2026
Clerk's File #:

To: Mayor and Members of City Council

Recommendation:

I. **THAT** the Chief Building Official **BE AUTHORIZED** to issue a Demolition Permit to the registered owner Mohammed Nathier ("The Owner"), to demolish a Single-Family Detached Dwelling located at 425 Mill Street (see Appendix 'A'), to construct a Multiple Dwelling with Four (4) units (See Appendix 'B').

II. **THAT** any minor changes **BE SUBJECT** to the approval of the City Planner and Chief Building Official at the time of issuance of the Building Permit.

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

i. The redevelopment identified in Appendix 'B' and Site Plan be substantially complete within two (2) years following the issuance of the demolition permit;

ii. If the redevelopment, including construction of a new building, is not substantially complete within two (2) years of the commencement of the demolition the Clerk will enter the sum of Twenty Thousand Dollars ($20,000) on the collectors roll of the property and prepare a certificate for registration;

IV. **THAT** the City Solicitor **BE DIRECTED** to register the certificate in the land registry office against the property.

V. **THAT** the request for incentives under the Sandwich Incentive Program made by the Owner of the property located at 425 Mill Street, **BE APPROVED** for the following incentive programs:

i. *Development and Building Fees Grant* for 100% of the Development and Building Fees identified in the Sandwich CIP to a Maximum amount of $30,000**;**

ii. *Revitalization Grant Program* for the lesser of 70% of the municipal portion of the tax increment for up to 10 years (estimated at $7,972 per year) or the eligible costs;

VI. **THAT** Administration **BE AUTHORIZED** to prepare the agreement between the City and the Owner to implement any Sandwich Incentive Program in accordance with all applicable policies and requirements to the satisfaction of the City Planner as to content, the City Solicitor as to legal form, and the City Treasurer as to financial implications.

VII. **THAT** the CAO and City Clerk **BE AUTHORIZED** to sign any Sandwich Incentive Program Agreement in accordance with all applicable policies, requirements, and provisions contained within the Olde Sandwich Towne Community Improvement Plan to the satisfaction of the City Planner as to content, the City Solicitor as to legal form, and the City Treasurer as to financial implication.

VIII. **THAT** funds to a maximum amount of $30,000 under the *Development Building Fees Grant Program* **BE TRANSFERRED** from the CIP Reserve Fund 226 to the *Sandwich Community Development Plan Fund* (Project #7076176) once the work is completed.

IX. **THAT** grants **BE PAID** to the Owner upon completion of the Multiple Dwelling with four (4) units from the *Sandwich Community Development Plan Fund* to the satisfaction of the City Planner and Chief Building Official.

X. **THAT** grants approved **SHALL LAPSE** and **BE UNCOMMITTED** and returned to the CIP Reserve Fund 226 if the applicant has not completed the work and fulfilled the conditions within two (2) years of the Council approval date and to the satisfaction of the City Planner. Extensions may be granted at the discretion of the City Planner.

XI. **THAT** the approval to participate in the Revitalization Grant Program **BE RESCINDED** if the applicant has not completed the eligible work and fulfilled the completeness and payment requirements within two (2) years of the Council approval date and to the satisfaction of City Planner. Extensions may be granted at the discretion of the City Planner.

Executive Summary:

N/A

Background:

On January 26, 2009, City Council passed by-laws to establish the Sandwich Heritage Conservation District Plan (By-law 22-2009), Olde Sandwich Towne Community Improvement Plan (By-law 27-2009), and Supplemental Development and Urban Design Guidelines (By-law 28-2009). These By-laws came into effect on October 18,

2012. One of the key recommendations of the Olde Sandwich Towne Community Improvement Plan (Sandwich CIP) is the implementation of the Incentive Programs.

Discussion:

On May 22, 2026, the Owner submitted a Sandwich CIP grant application with Site Plan and Elevation Drawings and application for an exemption from Demolition Control By-law 20-2007 for the purpose of demolishing the existing single-family dwelling and constructing a two (2) storey multiple dwelling with four (4) units located at 425 Mill Street (See Appendix 'A' for location map).

The property is located within the Sandwich Town Demolition Control By-law (20-2007) area and the Olde Sandwich Towne Community Improvement Plan area (outside of the Sandwich Heritage Conservation District). For the purpose of financial incentives, located within Target Area 3.

Sandwich Vision and Design Guidelines

The proposed development at 425 Mill Street aligns with the vision, goals, and Urban Design Guidelines of the Sandwich CIP regarding siting, scale, materials, and built form. Minor adjustments may be required upon Building Department review.

Exemption to Demolition Control By-law 20-2007

The owner intends to demolish the existing 1-unit residential dwelling and construct a new four (4) unit building, which aligns with the Sandwich CIP and City's Official Plan (Section 1.27.12, Vol. II).

Under the Demolition Control By-law, City Council has sole discretion over issuing permits (Sections 5 and 6):

- The new building must be substantially completed within two years of commencing demolition.
- If the applicant fails to meet this deadline, Recommendation III (ii) specifies that a maximum penalty of $20,000 per residential unit ($20,000 total for the existing unit) will be applied to the property tax roll as a lien.

Prior to receiving a demolition permit, the applicant must submit:

1. A redevelopment plan conforming to the Official Plan and Zoning By-law.
2. Appropriate securities to guarantee timely redevelopment and fulfill Site Plan Control Agreement conditions (if applicable).

Sandwich Incentive Program

The property is located within Target Area 3 of the Sandwich CIP and qualifies for the following incentive programs (subject to minor fluctuations based on actual project costs):

Summary of Sandwich Town CIP Incentives: 425 Mill Street		
PROGRAM & MAX CAP	**ELIGIBILITY & KEY DETAILS**	**ESTIMATED GRANT AMOUNT**
Development and Building Fees Grant Program	Offsets 100% of eligible planning and building permit fees.	**$30,000** (Estimated maximum based on per applications**)**
Revitalization Grant Program (10-Year)	70% of the increase in municipal property taxes for 10 years following project completion	**+/- $7,972/year** ($79,722 over 10 years) based on an estimated post-development assessment of $705,000.

Risk Analysis:

The approval of these grants does not carry significant risk, as there are sufficient funds within the CIP reserve fund approved by Council. The applicant will not receive any grants until all work is completed and inspected to the satisfaction of the Planning and Building departments. As a requirement of Section 28 (7.3) of the Planning Act, Administration has confirmed that the grant amount does not exceed the total cost of the project.

Climate Change Risks

Climate Change Mitigation:

While demolishing the existing structure sends materials to the landfill, redeveloping this urban infill site optimizes existing infrastructure and avoids greenfield development. Furthermore, the project supports a walkable "complete community" in Sandwich Town that reduces vehicle dependency, and the new building will utilize modern construction methods meeting Ontario Building Code safety and energy efficiency standards.

Climate Change Adaptation:

Although the property is not located within a Windsor Heat Vulnerability area, the new building will utilize modern construction methods conforming to Ontario Building Code energy efficiency standards.

Financial Matters:

On February 22, 2021, Council approved the 2021 budget, which included a new reserve fund for all active CIPs in the City. As CIP grant applications are approved, and grants are ready to be paid out, the approved grant amount will be transferred to the capital project account to be kept as committed funds. The current uncommitted balance of the CIP reserve fund is $371,258.66, however this balance does not account for other CIP grant requests that are currently being considered by the Development & Heritage Standing Committee/City Council standing committee or have been endorsed by the standing committee and are not yet approved by City Council.

If approved, funding in the amount of up to $30,000 will be transferred from the CIP Reserve Fund 226 to the *Sandwich Community Development Plan Fund* (Project No. 7076176), upon completion of the work and once the grant is ready for payment.

The *Revitalization Grant* would be based upon the lesser of 70% of the municipal tax increment generated from the improvements made to the building or property for up to 10 years, or the eligible costs. Based on the estimated post project assessment value of $705,000, the estimated total amount of the grant over ten (10) years is $79,722:

Estimated Revitalization Tax Increment Grant for 425 Mill Street		
Annual Pre-Development Municipal Taxes	Annual Post Development Municipal Taxes	Annual Estimate Value of Grant (70%)
$2,313	$13,702	$7,972

Assumptions

Current Property Value Assessment	$119,000
Estimate Total Post Development Assessment	$705,000

The City will retain the amount of pre-development (base) municipal taxes throughout the lifespan of the grant program (estimated to be $23,130 over 10 years); however, it will be foregoing 70% of any incremental property taxes, which could otherwise be used to offset future budget pressures (estimated to be $79,722 over 10 years). The City will issue the grant annually once it is satisfied that the property taxes have been paid by the property owner, and any additional conditions of the grant have been met.

The applicant indicates that the estimated eligible costs for the project are approximately $1,240,642. The *Planning Act* stipulates that the grants under a CIP cannot be more than the eligible costs. The total estimated grant amount of up to $109,722, including the Development and Building Fees Grant ($30,000) and the Revitalization Grant Program ($79,722), is less than the estimated eligible costs of the project.

Consultations:

Planning Urban Design (Sophia Di Blasi) and Policy staff (Kevin Alexander) have worked with the Owner on the proposed improvements to 425 Mill Street and have also consulted the following City staff from other departments:

Jose Mejalli, Assessment Manager Officer, Treasury and Financial Accounting and Carolyn Nelson, Manager of Property Valuation & Administration, Treasury and Financial Accounting, were consulted with respect to the *Revitalization Grant*.

Michael Okanlowan, Financial Planning Administrator, was consulted with respect to the CIP Reserve Fund.

The proposed development is consistent with the context of the Sandwich Neighbourhood and adjacent Maison-Girardot Manor which is Designated on the City's Municipal Heritage Register.

Conclusion:

The demolition of the existing residential dwelling located at 425 Mill Street will provide sufficient lot area to allow the owner, Mohammed Nathier, to construct a Multiple Dwelling with four (4) unit dwelling that is consistent with the context of the Sandwich Neighbourhood and adjacent Maison-Girardot Manor which is Designated on the City's Municipal Heritage Register. The development meets the intent of the Sandwich CIP and Demolition Control By-law 2—2007 (as amended) while also providing an opportunity to attract new residents to the neighbourhood and increasing the housing stock of the area through the redevelopment of the property. The incentive program application meets all of the eligibility criteria as identified in the Discussion section of this report and is compatible with the Sandwich Urban Design Guidelines.

There are sufficient funds in the CIP reserve fund to provide grants for the proposed improvements. Administration recommends approval of the grants identified in this report.

Planning Act Matters:

N/A

Approvals:

Name	Title
Kevin Alexander	Senior Planner – Special Projects
Jim Abbs	Manager – Planning (Land Info & Special Projects)
Jason Campigotto	Deputy City Planner – Growth
Emilie Dunnigan	Manager, Development Revenue & Financial Administration
Lorie Gregg	Executive Director, Financial Planning/Deputy Treasurer
John Revell	Chief Building Official
Aaron Farough	Senior Legal Council, Legal & Real Estate
Neil Robertson	City Planner
Jelena Payne	Deputy CAO/Commissioner, Economic Development
Janice Guthrie	Commissioner, Finance and City Treasurer
Ray Mensour	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

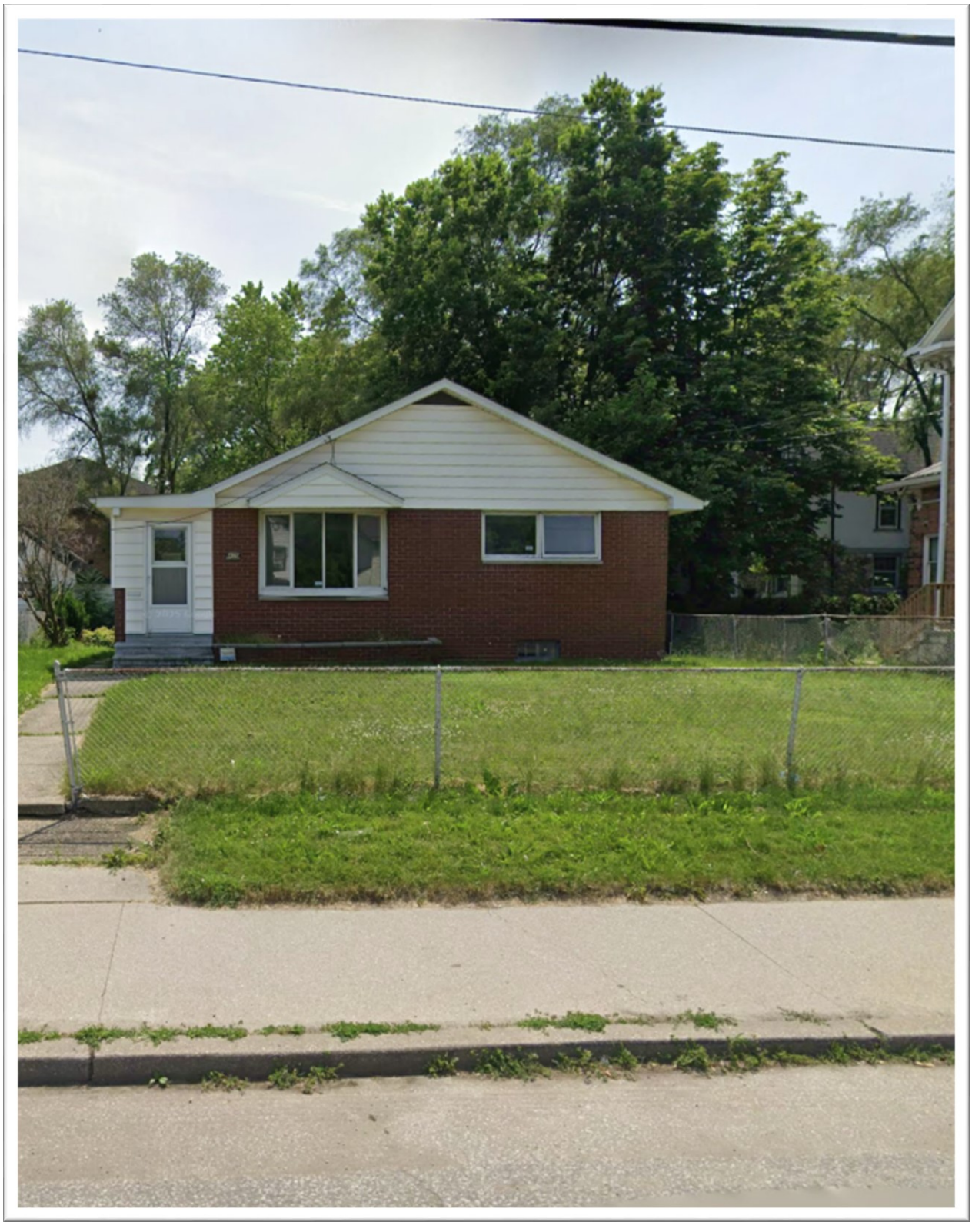
1 Appendix A - Location Map
2 Appendix B - Proposed Development

Appendix A - Location Map and Existing Condition



LOCATION MAP

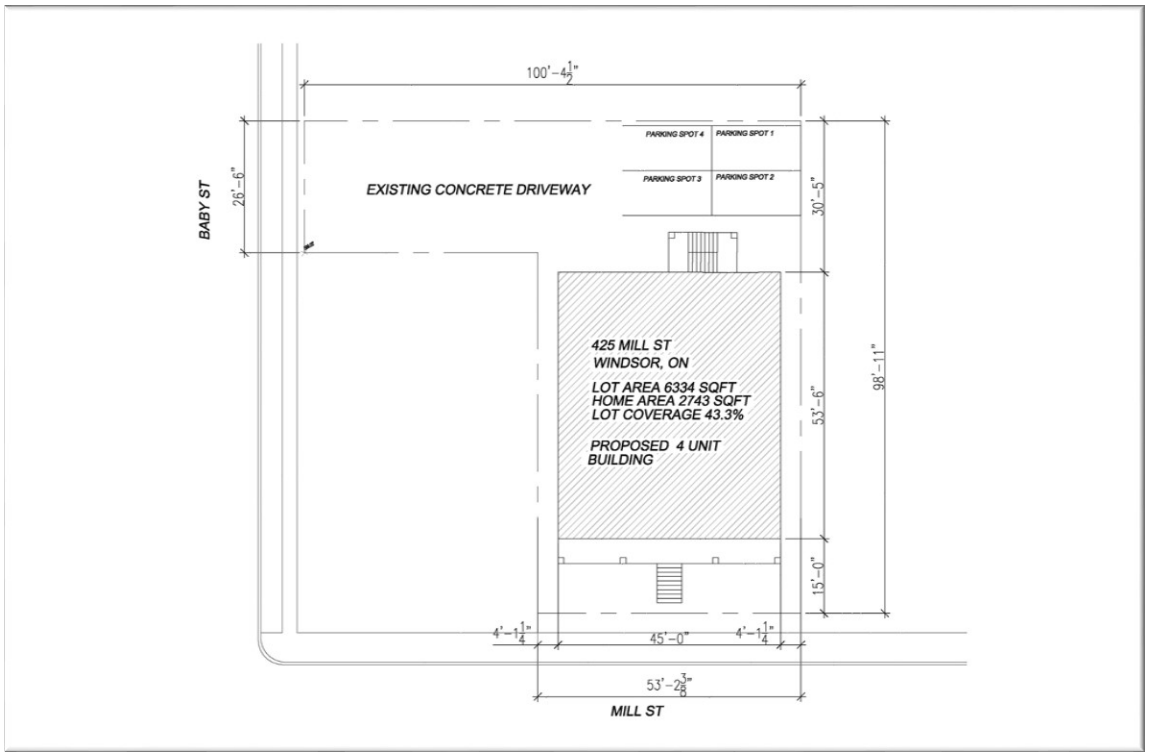
SUBJECT PROPERTY : 425 MILL STREET



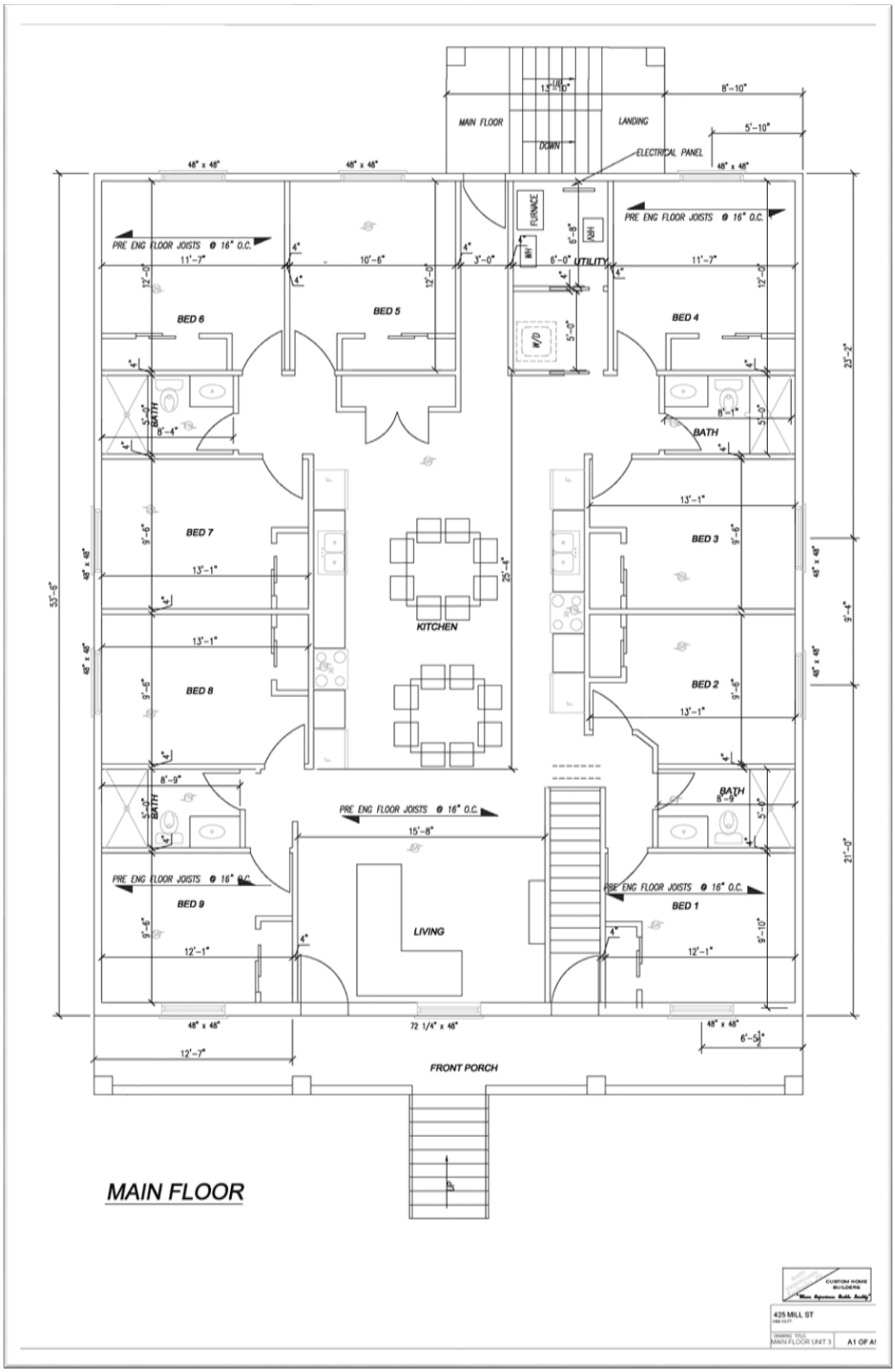
Existing Condition of 425 Mill



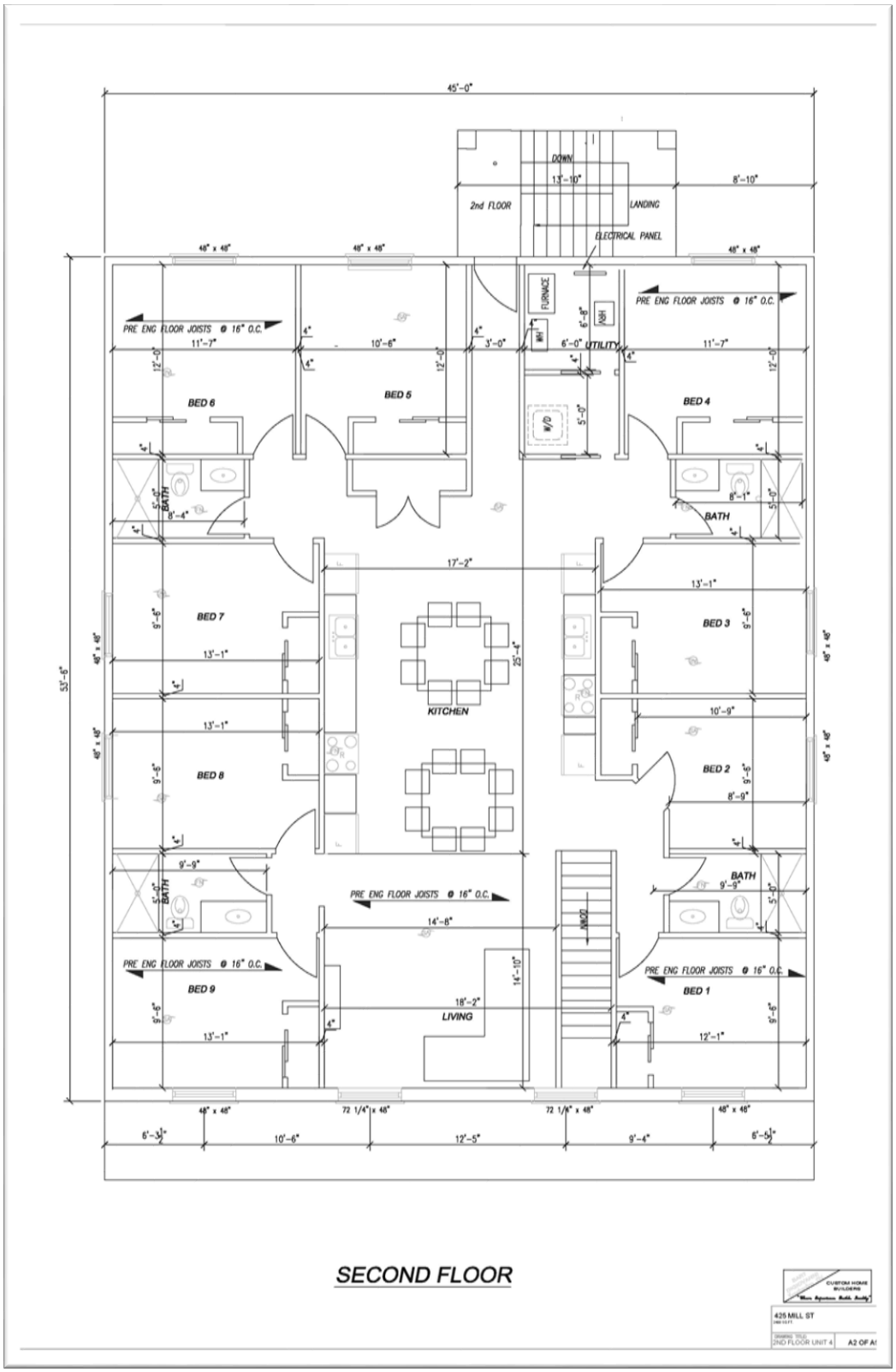
Rendering of Proposed Development



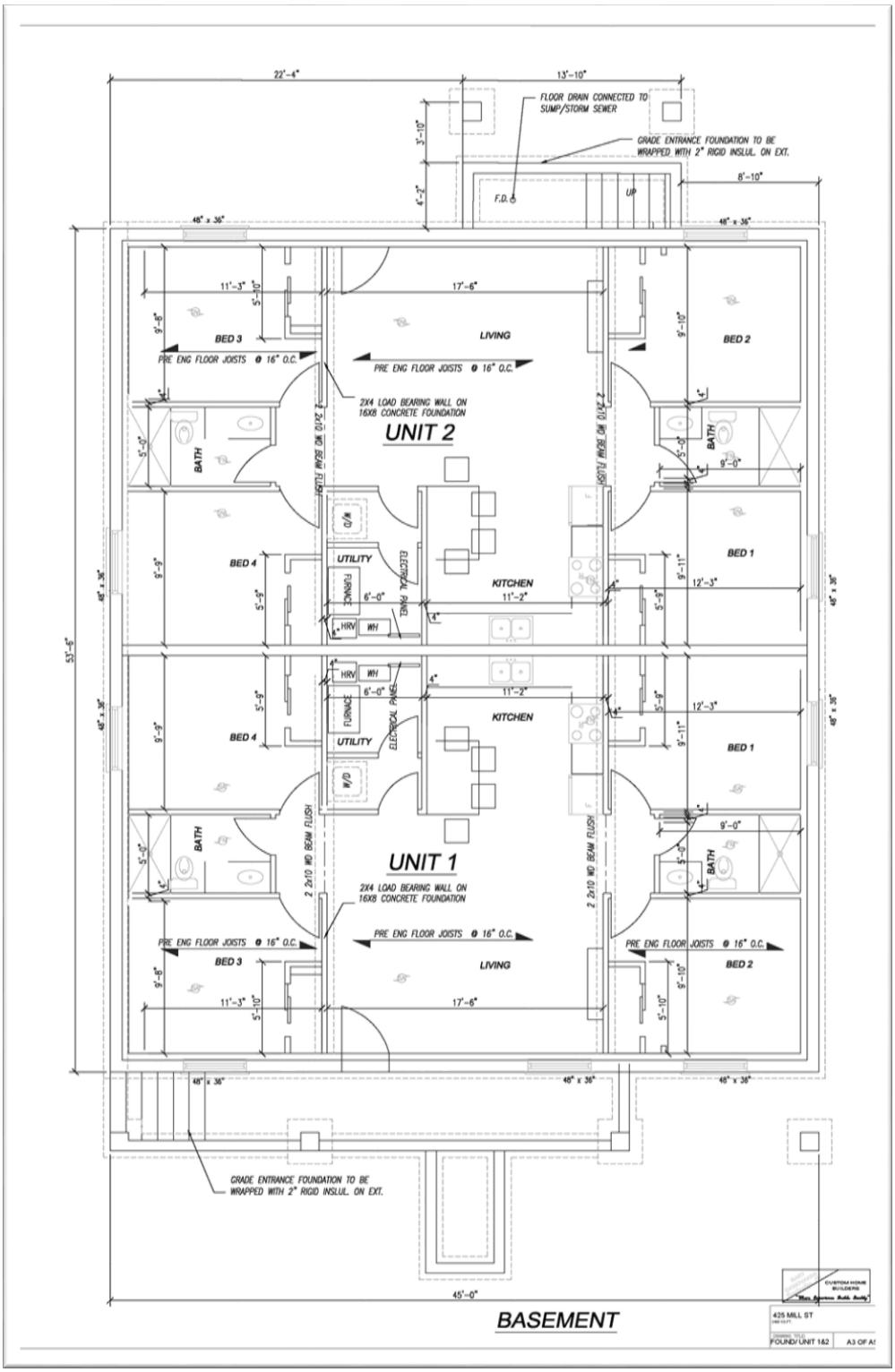
C1 – Site Plan



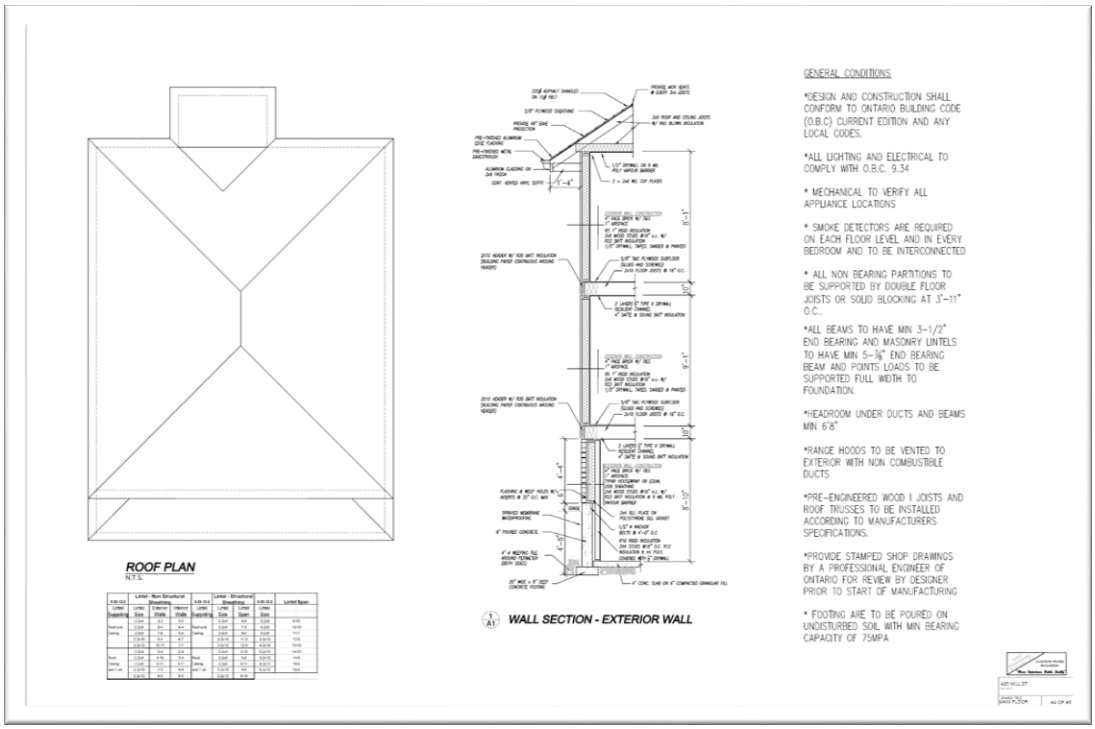
A1 – Main Floor Floorplan



A2 – Second Floor Floorplan



A3 – Basement Floorplan



A4 – Roof Plan



A5 - Elevations

THE CITY OF WINDSOR ONTARIO, CANADA

Council Report: S 118/2026

Subject: CIP 004-2026 University Wyandotte – 1602-1620 University Ave W - Ward 2

Reference:

Date to Council: December 1, 2026
Author: Simona Simion
Planner III - Economic Development
519-255-6543 ext. 6449
ssimion@citywindsor.ca

Planning & Building Services
Report Date: 11/3/2026
Clerk's File #: SPL2026

To: Mayor and Members of City Council

Recommendation:

I. THAT the request made by 1620 University (Windsor) Inc. (owner Brigitte Dia) for the proposed development at 1602-1620 University Ave W to participate in the:

a. Building/Property Improvement Tax Increment Grant Program **BE APPROVED** for the lesser of 100% of the municipal tax increment increase resulting from the proposed development for up to five (5) years or the total eligible costs of the project pursuant to the University Avenue and Wyandotte Street Community Improvement Plan.

b. Commercial/Mixed Use Building Facade Improvement Program **BE APPROVED** for grants for up to 50% of the eligible costs of the facade improvements on the commercial unit, up to a maximum of $30,000.

II. THAT Administration **BE DIRECTED** to prepare the Grant Agreement between The Corporation of the City of Windsor and 1620 University (Windsor) Inc. to implement all grants programs in accordance with all applicable policies, requirements, and provisions contained within the University Avenue and Wyandotte Street Community Improvement Plan to the satisfaction of the City Planner as to content, the City Solicitor as to legal form, and the City Treasurer as to financial implications.

III. THAT the CAO and City Clerk **BE AUTHORIZED** to sign the agreement to the satisfaction of the City Planner as to content, the City Solicitor as to legal form, and the City Treasurer as to financial implications.

IV. THAT the City Treasurer **BE AUTHORIZED** to issue payment up to $30,000 for grants from the University Avenue and Wyandotte Street Community Improvement Plan Project 7229001 for 1602-1620 University Ave West to 1620 University (Windsor) Inc. upon completion of proposed development (refer to Appendix D Grant Completeness), subject to the satisfaction of the City Planner.

V. THAT grants approved **SHALL LAPSE** and **BE UNCOMMITTED** and **RETURNED** to Reserve Fund 226 if the applicant has not completed the work and fulfilled the conditions of the Building Facade Improvement Program within one (1) year of the approval date.

VI. THAT the City Treasurer **BE AUTHORIZED** to issue payment for the Building/Property Improvement Tax Increment Grant Program to 1620 University (Windsor) Inc. in accordance with the proposed terms and conditions as outlined in this report commencing upon completion of the proposed development (refer to Appendix D Grant Completeness), subject to the satisfaction of the City Planner.

VII. THAT the approval of the tax increment grant **BE RESCINDED** if the applicant has not completed the work and fulfilled the conditions within one (1) year of the approval date.

Executive Summary:

N/A

Background:

Owner: 1620 University (Windsor) Inc.

Principle Owner of 1620 University (Windsor) Inc.: Brigitte Dia

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

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

Brigitte Dia, owner of the property located at 1602-1620 University Ave W (refer to Appendix A Location Map and Appendix B Existing Building), has applied for financial

incentives under the Building/Property Improvement Tax Increment Grant Program and the Commercial/Mixed Use Building Facade Improvement Program.

Discussion:

The subject property is located on the corner with two sides visible along the public rights-of-way of University Ave W and McEwan Ave. The applicant is proposing to improve façades and remodel existing residential and commercial units (6 residential and 2 commercial) (refer to Appendix C Proposed Building Improvements).

Building/Property Improvement Tax Increment Grant Program

This program is intended to provide economic incentive for the development, rehabilitation and redevelopment of properties within the project areas of the CIP. The program provides an annual grant equal to the lesser of 100% of the increase in municipal property taxes for five years or eligible costs, after the project is completed and reassessed by Municipal Property Assessment Corporation (MPAC) to help offset the costs of rehabilitating and redeveloping properties, as long as such development results in an increase in assessment and therefore an increase in property taxes. The applicant will initially be required to pay the full amount of property taxes owing for each year during the specified duration. However, the property owner will be reimbursed the municipal tax increment amount once the final tax bills for each year have been collected.

The applicant is proposing interior and exterior renovations of the existing building. The proposed development of the building is anticipated to increase the assessed value and therefore increase municipal taxes. This project qualifies for the Building/Property Improvement Tax Increment Grant, and the Financial Matters section of this report discusses the estimated grant amount.

The program provides an annual grant equal to 100% of the increase in municipal property taxes for five (5) years, with the possibility of a five (5) year extension, up to a total of ten (10) years if the project is considered a Catalyst Project; a designated heritage property, projects where at least 20% of the residential units are considered affordable or the project is certified LEED bronze. The project does not fulfill any of those requirements and as such is ineligible for the extension.

Commercial/Mixed Use Building Facade Improvement Program

This program aims to increase the visual attractiveness of the corridors through the redesign, renovation or restoration of commercial and mixed-use building facades within the CIP area. The program will cover 50% of the eligible costs of the facade improvements up to $20,000 per property. In addition, the grant can be increased up to a limit of $30,000 at the discretion of Council for:

- Buildings located on corner properties that require improvement and restoration works to two facades that are highly visible from an adjacent street or public right-of-way or park;
- Façade improvements that will have a significant impact on improving the appearance of the corridors and will have a significant investment of $100,000 or more on the facades; or
- Designated under the Ontario Heritage Act, or on the Municipal Heritage Register.

The subject property is a corner property with improvement and restoration work proposed on both facades along visible right-of-way (refer to Appendix C Proposed Building Improvements).

The applicant has provided sufficient quotes to fulfill the requirements of the improvement program.

Risk Analysis:

There is low risk associated with the approval of the subject University/Wyandotte CIP grant application. An agreement will be prepared between the City and the applicant to ensure all provisions under the University Avenue and Wyandotte Street Community Improvement Plan are met.

The Commercial/Mixed Use Building Facade Improvement Grant will not be paid out until all building permits are closed, and that all procedures and work have been completed to the satisfaction of the City. The Building/Property Improvement Tax Increment Grant will only be paid out once the post-development property assessment has been determined by the Municipal Property Assessment Corporation (MPAC), and the applicant has paid the full amount of property taxes owed for each year of the program's applicability.

There is minimal financial risk associated with the approval of the CIP application. Staff resources are required for the upfront administration of the grant program and finalization of the legal agreement. Limited staff resources related to issuance of annual grants will also be required over the next five (5) years.

Climate Change Risks

Climate Change Mitigation:

Designated Mixed Use Corridor on Schedule D: Land Use of the City of Windsor's Official Plan, the subject property is located in a neighbourhood where development is strongly encouraged. The utilization of an existing vacant building in an existing neighbourhood promotes energy efficiency, eliminating the need for new development to occur on greenfield sites.

Climate Change Adaptation:

N/A

Financial Matters:

Building/Property Improvement Tax Increment Grant Program

The program provides an annual grant equal to the lesser of 100% of the increase in municipal property taxes for five (5) years, or total eligible costs of the project.

Based on the proposed redevelopment plan submitted by the owner, Administration has estimated the post-development property value assessment, and the resulting estimated annual and cumulative grant are as follows:

DESCRIPTION	PRE-DEVELOPMENT ($)	POST-DEVELOPMENT ($)	INCREASE ($)
Assessed Property Value	333,000	465,000	132,000
Total Annual Property Tax Levy	11,093	14,928	3,835
Municipal Portion of Annual Taxes	9,475	12,821	3,346
Annual Grant (100%)			3,346
5-year Total Estimated Grant Value			**16,730**

Because the Grant Program does not cancel taxes, the applicant must pay the full amount of property taxes annually and will subsequently receive a grant for the difference between the pre and post-development municipal taxes. The City will retain the amount of pre-development (base) municipal taxes throughout the lifespan of the grant program ($9,475 annually or $47,375 cumulatively over five (5) years); however,

will be foregoing any incremental property taxes that could otherwise be used to offset future budget pressures ($3,346 annually or $16,730 cumulatively over five (5) years).

The improvements made as a result of the program must be maintained during the term of the CIP.

Commercial/Mixed Use Building Facade Improvement Program

The applicant is eligible for Commercial/Mixed Use Building Facade Improvement Program under the University/ Wyandotte CIP for 50% of the eligible costs, up to a maximum of $30,000 per property. Since University/Wyandotte CIP grant applications are approved by Council, the approved grant amount will be transferred to the capital project account to be kept as committed funds, until the grant is ready to be paid out. The uncommitted balance of the CIP Reserve Fund 226 is $371,258.66. However, this balance does not account for other CIP grant requests that are currently being considered by council.

The applicant provided a quote from a licensed contractor for the project. As per the applicant, the total estimated eligible cost is $623,019, broken down as follows:

ESTIMATED ELIGIBLE EXPENSES	**AMOUNT ($)**
Interior Renovations	559,269
Façade Improvements	63,750
Total Estimated Eligible Expenses	623,019

Total estimated construction costs as noted above are $623,019. The Planning Act stipulates that the total grants under a CIP cannot exceed the eligible costs. The applicant is eligible for total grants of $46,730, comprised of the Building/Property Improvement Tax Increment Grant of $16,730, and the Commercial/Mixed Use Building Facade Improvement Program of $30,000. Combined these grants account for 7.5% of estimated construction costs.

All improvements must be made within one (1) year of the approval and the improvements made as a result of the program must be maintained during the term of the CIP.

Consultations:

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

Planning staff have consulted with the applicant prior to accepting the application for the Brownfield Rehabilitation Grant Program.

The following staff were consulted in the preparation of this report:

- Jose Mejalli - Assessment Management Officer
- Carolyn Nelson - Manager of Property Valuation & Administration, Treasury and Financial Accounting
- Michael Okanlawon - Financial Planning Administrator
- Aaron Farough - Senior Legal Counsel

Conclusion:

Administration recommends that council approve the application made by 1620 University (Windsor) Inc., (owner Brigitte Dia), of property on 1602-1620 University Ave West, to participate in the Building Property Improvement Tax Increment Grant Program and the Commercial/Mixed Use Building Facade Improvement Program under the University Avenue and Wyandotte Street CIP.

It is also recommended that approval to participate in the Building Property Improvement Tax Increment Grant Program and the Commercial/Mixed Use Building Facade Improvement Program expire if the eligible work and grant requirements are not completed within one (1) year.

Approvals:

Name	Title
Simona Simion	Planner III - Economic Development
James Abbs	Manager, Planning – Land Info & Special Projects
Jason Campigotto	Deputy City Planner – Growth
Emilie Dunnigan	Manager Development Revenue & Financial Administration
Lorie Gregg	Executive Director, Financial Planning/Deputy Treasurer
Aaron Farough	Senior Legal Counsel, Legal & Real Estate
Neil Robertson	City Planner
Jelena Payne	Deputy CAO/Commissioner, Economic Development
Janice Guthrie	Commissioner, Finance and City Treasurer
Ray Mensour	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

1 Appendix A - Location Map
2 Appendix B - Existing Building
3 Appendix C - Proposed Building Improvements
4 Appendix D - Grant Completeness and Payment

Appendix A Location Map



LOCATION MAP : 1602-1620 UNIVERSITY AVENUE WEST

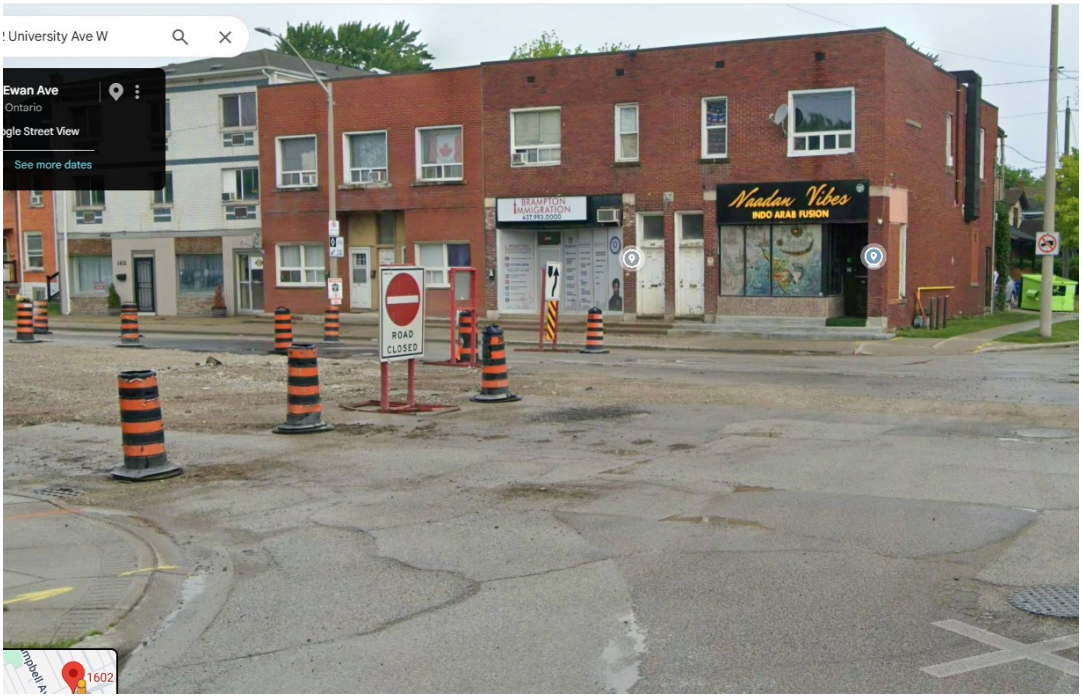
SUBJECT PROPERTY

APPLICANT: 1620 UNIVERSITY (WINDSOR) INC

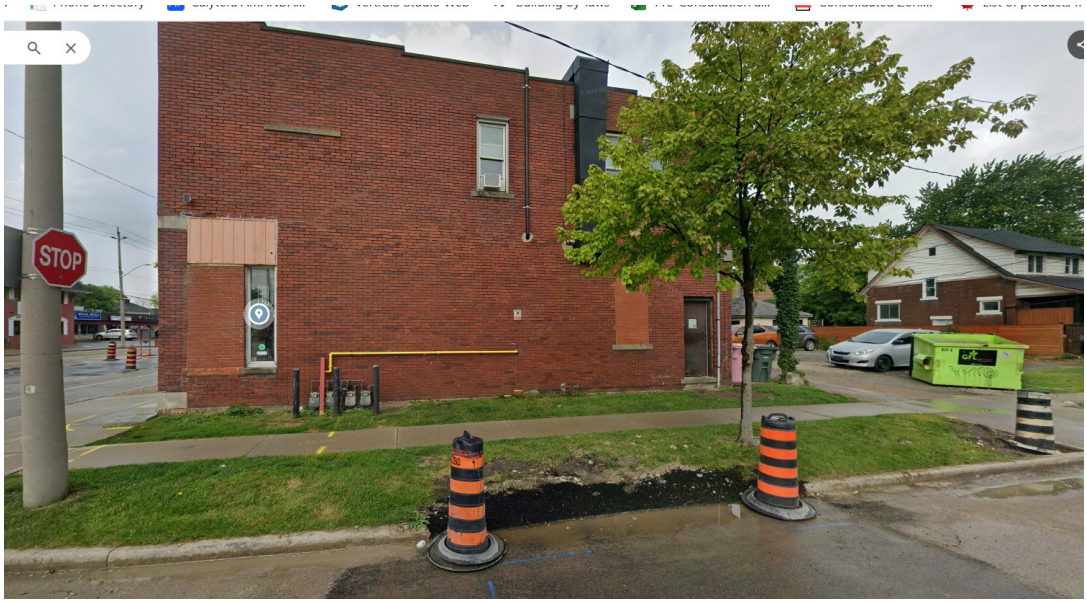
Meters
0 5 10 20

Appendix B Existing Building

Existing University Facade



McEwan Facade



Appendix C Proposed Building Improvements

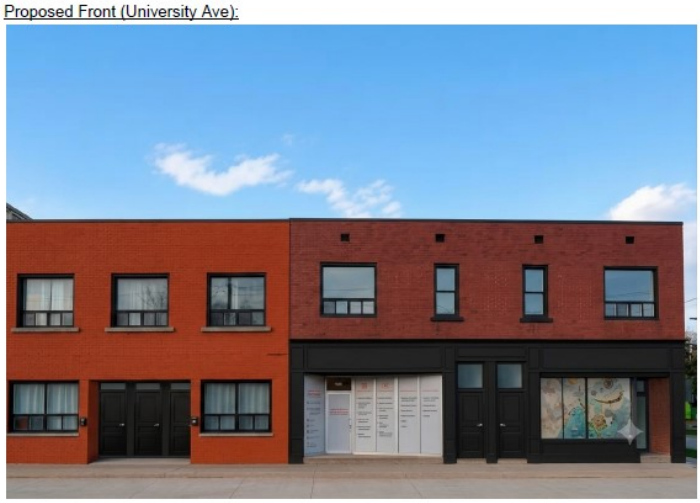
FACADES

Planning Department Notes:

- 1602 University Ave West: Paneling used on ground floor, brick to be maintained on second floor
- Facade facing McEwan Avenue: Partial paneling at window that cannot be restored, remainder of brick to be maintained (estimated 6' wide x 13' tall area)
- 1620 University Avenue West: Brick was to be maintained for both ground and second floor

1602-1620 University Ave W - Specifications for CIP application
Submitted by: Brigitte Dia (Owner)
July 26, 2026

Proposed Front (University Ave):



Items	Name	Colour	Application details
1	Window replacement	Black	9 Vinyl windows (all top row windows full replacement) with black aluminium capping and all replaced and framing painted black. Main floor windows not replaced but capped and framing painted black
2	Door and frame replacement	Black	5 Fibreglass doors

			New wood door framing with vinyl cladding Aluminum capping around the exterior door frames
3	Window sill replacement	Grey	Replacement of full window sill using same concrete materials as current
4	Brickwork	Restoring original	Acid wash of brick , remove all mortar from facade where brick exposed and repoint on with matching brick (where brick is remaining exposed)
5	Panelling	Black	Black Hardiepanel across front lower half of building , 13 ft off of the ground to top of commercial signage

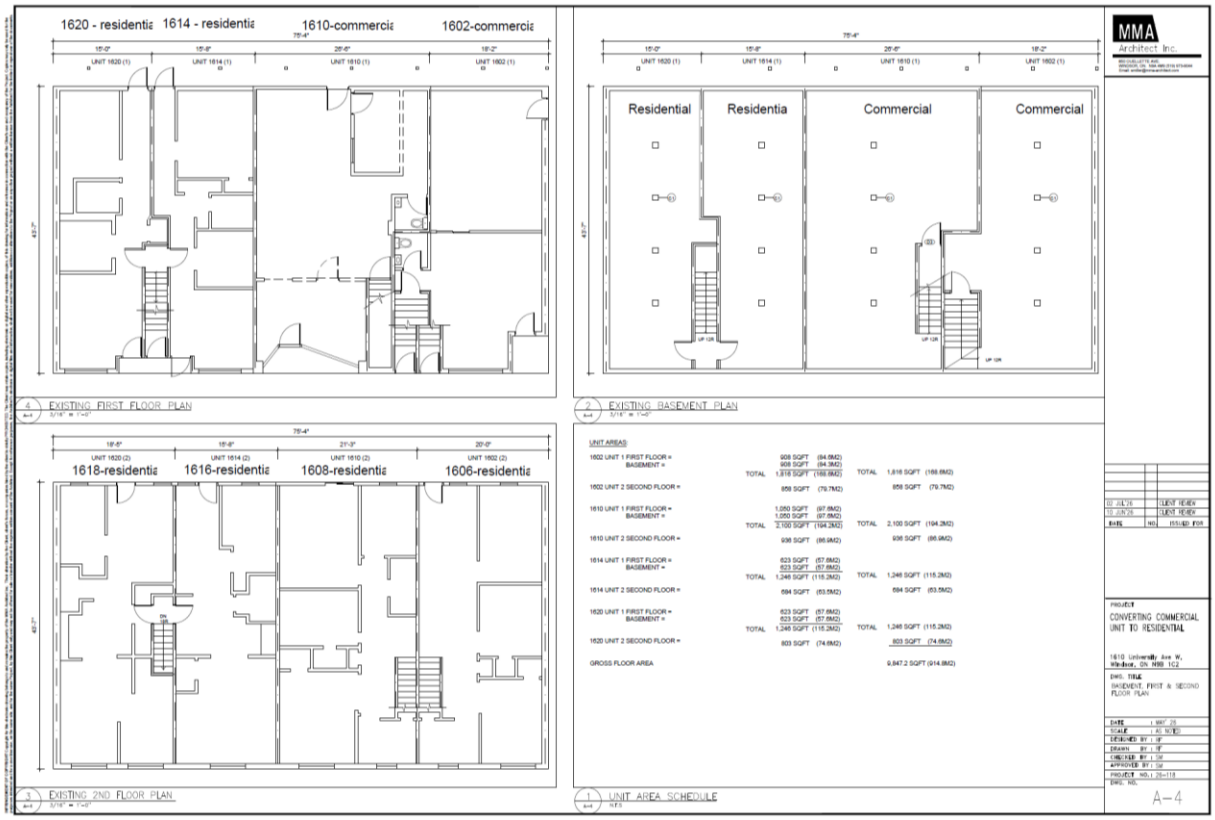
Proposed Side (McEwan Avenue):



Items	Name	Colour	Application details
1	Window replacement	Black	2 Vinyl windows (far right) with black aluminium capping and all replaced and painted black **Restaurant window will be cleaned up and framing painted black
2	Door painting	Black	Painting back side door black
3	Panelling	Black	Hardiepanel premium fiber-cement siding across lower half to wrap around a couple feet just past side window of restaurant
4	Window sill replacement	Grey	Replacement of full window sill using same concrete materials as current
5	Brickwork	Restoring original	Acid wash of brick , repointing and masonry repairs with matching brick where the brick is exposed

INTERIOR RENOVATIONS

The applicant is aware that new residential units on the main floors are not permitted (not compliant with Zoning Bylaw 8600).


1620 - residentia
1614 - residentia
1610-commercia
1602-commercia
Residential
Residentia
Commercial
Commercial
1618-residentia
1616-residentia
1608-residentia
1606-residentia
4 EXISTING FIRST FLOOR PLAN
2 EXISTING BASEMENT PLAN
3 EXISTING 2ND FLOOR PLAN
1 UNIT AREA SCHEDULE
UNIT AREAS
1602 UNIT 1 FIRST FLOOR = 908 SQFT (84.5M2)
BASEMENT = 908 SQFT (84.5M2)
TOTAL 1,816 SQFT (169.0M2)
1602 UNIT 2 SECOND FLOOR = 858 SQFT (79.7M2)
1610 UNIT 1 FIRST FLOOR = 1,050 SQFT (97.6M2)
BASEMENT = 1,050 SQFT (97.6M2)
TOTAL 2,100 SQFT (194.2M2)
1610 UNIT 2 SECOND FLOOR = 936 SQFT (86.9M2)
1614 UNIT 1 FIRST FLOOR = 623 SQFT (57.6M2)
BASEMENT = 623 SQFT (57.6M2)
TOTAL 1,246 SQFT (115.2M2)
1614 UNIT 2 SECOND FLOOR = 694 SQFT (63.5M2)
1620 UNIT 1 FIRST FLOOR = 623 SQFT (57.6M2)
BASEMENT = 623 SQFT (57.6M2)
TOTAL 1,246 SQFT (115.2M2)
1620 UNIT 2 SECOND FLOOR = 803 SQFT (74.6M2)
GROSS FLOOR AREA 9,847.2 SQFT (914.8M2)
MMA
Architect Inc.
CONVERTING COMMERCIAL UNIT TO RESIDENTIAL
1610 University Ave W, Windsor, ON N9B 1C2
BASEMENT, FIRST & SECOND FLOOR PLAN
A-4

Appendix D Grant Completeness and Payment

This appendix includes a comprehensive checklist for grant completeness and payment requirements. Submit checklist, expense report and requested documentation to cip@citywindsor.ca for review before the grant approval expiration (refer to council resolution for date). All required documentation to be included in an email with the following title "CIP-Grant Completeness and Payment Request - Address – Applicant Name".

Planning Staff will review the submission to ensure that eligible costs and documentation are compliant with Downtown CIP policies and procedures.

Grant Completeness Checklist

All grant payments are issued following the completion of eligible work and the submission of required information (e.g. invoices and proof of payment in full).

☐The applicant to contact Building Department building@citywindsor.ca to ensure that final inspection is passed and no open orders exist.

☐Contact Right-of-way Division to ensure that all permits are closed engineeringdept@citywindsor.ca

Grant Payment Checklist

Tax-increment based grants require:

☐Grant agreements to be drafted, signed by the CAO/City Clerk and applicant, and registered by applicant's solicitor on the property title (provide proof); Contact cip@citywindsor.ca for a draft agreement.

☐Statutory declaration of corporate standing and a legal opinion must be submitted by the applicant; Contact cip@citywindsor.ca for sample format.

☐The applicant to contact Municipal Property Tax Assessment Corporation (MPAC) to provide a post construction property value assessment.

☐The applicant must pay increased municipal tax levy for one full year.

Finance issues grant payment electronically.

☐A vendor account must be established before electronic payment can be made. Vendor form may be requested at cip@citywindsor.ca

☐The applicant to submit an excel spreadsheet summarizing eligible work invoices as shown below. The applicant to submit proof of payment (bank statement snapshot, copy cheques).

Excel Spreadsheet sample available upon request at cip@citywindsor.ca

Application Date										
Project Address										
Invoice Date	Company Name & Address	Invoice #	Proof of Payment (Cheque # or Description)	Work Covered by Invoice (Description)	# of Employees	Cost	HST	Eligibili		

THE CITY OF WINDSOR ONTARIO, CANADA

Council Report: S 117/2026

Subject: CIP 012-2026 Brownfield Environmental Site Assessment (ESA) - 1368 Drouillard Rd - Ward 5

Reference:

Date to Council: December 1, 2026
Author: Simona Simion
Planner III - Economic Development
519-255-6543 ext. 6449
ssimion@citywindsor.ca
Planning & Building Services
Report Date: 11/3/2026
Clerk's File #: SPL2026

To: Mayor and Members of City Council

Recommendation:

I. THAT the request made by CVA Group Inc. (Egor Portnov) to participate in the Environmental Site Assessment Grant Program **BE APPROVED** for the completion of a proposed Phase II Environmental Site Assessment (ESA) Study and Remediation Work Plan, if required, for the property located at 1368 Drouillard Rd (north of Metcalfe St and East corner of Drouillard Rd) pursuant to the City of Windsor Brownfield Redevelopment Community Improvement Plan.

II. THAT the grant funds of up to $15,000 for one study Phase II ESA plus an additional $10,000 for the second study Remedial Work Plan, if required, under the Environmental Site Assessment Grant Program **BE TRANSFERRED** from the CIP Reserve Fund 226 to Brownfield Strategy Remediation Capital Project 7069003 when the eligible work is completed to the satisfaction of the City Planner.

III. THAT the City Treasurer **BE AUTHORIZED** to issue payment up to $15,000 for one study Phase II ESA plus an additional $10,000 for the second study Remedial Work Plan, if required, based upon the completion and submission of a Phase II Environmental Site Assessment Study and Remediation Work Plan, if required, completed in a form acceptable to the City Planner.

IV. THAT should the proposed Phase II ESA Study and Remediation Work Plan, if required, not be completed within two (2) years of Council approval, the approval **BE RESCINDED** and the funds be uncommitted and made available for other

applications.

Executive Summary:

N/A

Background:

Brownfield Redevelopment Community Improvement Plan (CIP)

Brownfield sites are properties that may be contaminated due to previous industrial or commercial uses such as a manufacturing facility or gas station. City Council approved a Brownfield Redevelopment CIP for the purpose of encouraging the study, clean-up, and redevelopment of contaminated properties. The approval of the CIP was the result of nearly five years of study and consultation.

Importance of Brownfield Redevelopment

Historically, there had been little interest in redeveloping brownfield sites due to the uncertainty surrounding the extent of contamination and the potential cost of clean-up. The Brownfield Redevelopment CIP was adopted in 2010 to provide financial incentives to undertake the necessary studies to redevelop brownfield sites and reduce the potential negative impacts to the City's environment and neighbourhoods.

The benefits associated with brownfield redevelopment go beyond the boundaries of the property. They are often located in established areas of the City where services and other infrastructure, such as roads, schools, community facilities, and public transit are already available. Therefore, additional infrastructure costs are not incurred to service these areas. The redevelopment of these sites removes the negative stigma often associated with Brownfield properties, which increases the value of the subject property and adjacent properties.

Site Background

The subject site consists of one parcel located north of Metcalfe St, east of the intersection of Drouillard Rd. The property is 0.10 hectares (0.25 acres) in size and currently is utilized as a parking lot, with the surface consisting of deteriorated asphalt.

Historically, the property was used as a parking lot for the Royal Canadian Legion Branch. A Phase I ESA concluded that based on the historic use potential contaminants may exist. Based on the results of the Phase I ESA, a Phase II ESA and a subsequent Remediation Work Plan study, if required, is recommended to investigate the soil and groundwater against the applicable site conditions standard (O. Reg. 153).

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

Discussion:

The applicant has completed a Phase I ESA, which is not an eligible expense under the Environmental Site Assessment Grant Program. The Phase I ESA has identified areas of potential environmental concern and recommends that a Phase II ESA Study be completed to assess the existing soil and groundwater conditions at the site to determine the extent of any contamination. Should it be required, Remediation Work Plan study will also be completed by the applicant.

Upon completion, the City would obtain and retain a copy of the final Phase II ESA Study report and Remediation Work Plan, if required.

Environmental Site Assessment Grant Program

The ESA Grant Program offers a matching grant to property owners of brownfield sites to conduct a Phase II Study and Remedial Work Plan environmental studies to determine the type and extent of contamination and potential remediation costs. Specifically, the program offers 50% of the cost of an eligible Phase II ESA study up to a maximum of $15,000. If a Remediation Work Plan is subsequently required, an additional $10,000 is available for a maximum total grant value of $25,000.

CIP Goals

Administration is supportive of the application as it meets all the eligibility requirements specified within the Brownfield Redevelopment CIP. The proposed study of the subject site also supports the following CIP goals:

- To promote the remediation, rehabilitation, adaptive re-use, and redevelopment of brownfield sites throughout the City of Windsor in a fiscally responsible and sustainable manner over the long term;
- Improve the physical and visual quality of brownfield sites;
- Improve environmental health and public safety;
- Provide opportunities for new housing, employment uses, and commercial uses;
- Increase tax assessment and property tax revenues;
- Promote Smart Growth, including the reduction of urban sprawl and its related costs;
- Increase community awareness of the economic, environmental, and social benefits of brownfield redevelopment; and
- Utilize public sector investment to leverage significant private sector investment in brownfield remediation, rehabilitation, adaptive re-use, and redevelopment.

Policy Support

The study of brownfield sites to support clean up and redevelopment is supported by policies within the 2024 Provincial Policy Statement, the City's Official Plan, and the City's Environmental Master Plan.

Risk Analysis:

As with all brownfield sites, there is a degree of risk associated with the potential presence of contamination. The proposed Phase II ESA Study will assist in mitigating the above noted risk by confirming the presence and extent of any contamination. It may also provide an estimated cost for remediation and establish next steps in the remediation process, if required.

The City's financial risk under the Environmental Site Assessment Grant Program is limited, as grant funding will only be disbursed upon receipt and review of the final Phase II ESA report and Remediation Work Plan, if required, in a form satisfactory to the City Planner. In addition, the applicant must provide satisfactory documentation confirming that the eligible studies have been completed and paid for prior to the release of any grant funding.

Climate Change Risks

Climate Change Mitigation:

The proposed residential redevelopment is consistent with the Environmental Master Plan action item, which encourages the use of the Brownfields Redevelopment Strategy.

Climate Change Adaptation:

The redevelopment of the existing commercial property may be affected by climate change, with respect to extreme precipitation and an increase in days above 30 degrees. While not the subject of this report, any new construction would be required to meet the current provisions of the Building Code, which would be implemented through the building permit process.

Financial Matters:

The estimated cost of the proposed Phase II ESA study is $18,400 plus HST. Under the Environmental Site Assessment Grant Program, eligible applicants may receive a matching grant equal to 50% of eligible costs, to a maximum of $15,000 for a Phase II ESA study. Based on the current estimate, the anticipated grant for the Phase II ESA study would be $9,200, subject to submission of eligible costs.

Should a Remediation Work Plan be required and subsequently completed, additional grant funding of up to $10,000, not to exceed eligible study costs, may be provided, for a maximum total grant of $25,000 under the program. Should the actual cost of the study (ies) be less than estimated, the grant payment will be based on the lower eligible cost.

If approved, funds will be transferred from CIP Reserve Fund 226 to the Brownfield Strategy Remediation Capital Project (#7069003) to disburse the maximum eligible amount under the Environmental Site Assessment Grant upon completion of all eligible work. The current uncommitted balance of CIP Reserve Fund 226 is $371,258.66; however, this balance does not reflect other CIP grant applications currently under consideration that have not yet received final approval.

Consultations:

The development and approval of the Brownfield Redevelopment CIP was subject to extensive stakeholder and public consultation, which sought input from a wide range of stakeholders and internal City departments.

Planning staff have consulted with Michael Okanlawon, Financial Planning Administrator.

Conclusion:

Administration recommends that Council approve the request from CVA Group Inc. to participate in the Environmental Site Assessment Grant Program. The proposed study conforms to the Brownfield Redevelopment CIP and assists the City in the achievement of a number of the CIP goals.

Planning Act Matters:

N/A

Approvals:

Name	Title
Simona Simion	Planner III Economic Development
Jim Abbs	Manager – Planning, Land Info & Special Projects
Jason Campigotto	Deputy City Planner - Growth
Emilie Dunnigan	Manager, Development Revenue and Finance Administration
Lorrie Gregg	ED, Financial Planning/Deputy Treasurer
Aaron Farough	Senior Legal Counsel, Legal Services & Real Estate

Name	Title
Neil Robertson	City Planner
Janice Guthrie	Commissioner, Finance and City Treasurer
Jelena Payne	Deputy CAO/Commissioner Economic Development
Ray Mensour	Chief Administrative Officer

Appendices:

1 Appendix A - Location Map
2 Appendix B - Grant Completeness


1344
1345
1348
1349
1352
1353
METCALFE ST
1356
1359
755
1361
1363
DROUILLARD RD
1368
1367
1369
1379
1378
1377
1382
1385
1389
1393
1390
2860
1397
METCALFE ST

Appendix B – Grant Checklist – Completeness and Payment

Grants paid from the CIP reserve fund require verification that eligible work has been completed satisfactory to the City Planner, Chief Building Official, City Solicitor, and City Treasurer. This typically includes submission of reports, invoices, and proof of payment (copy of cheques, bank statement snapshot).

Here is a comprehensive checklist for grant completeness and payment requirements. Once studies are complete submit checklist, invoices, and any other requested documentation to cip@citywindsor.ca and ssimion@citywindsor.ca for review before the grant approval expiration (refer to council resolution for expiry date). All required documentation to be included in an email with the following title "CIP-Grant Payment Request - Address – Applicant Name".

Planning Staff will review the submission to ensure that eligible costs are not exceeded and documentation compliant.

Grant Checklist

☐The applicant to contact Building Department building@citywindsor.ca to ensure that no open orders exist.

☐Contact Right-of-way Division to ensure that all permits are closed engineeringdept@citywindsor.ca

☐ Ensure Property Taxes payments are paid up to date.

Grant Payment Checklist

All grant payments are issued following the submission of required information (e.g. invoices and proof of payment in full, Record of Site Condition filed, letter from Ministry of Environment).

☐A vendor account must be established before electronic payment can be made. Vendor form may be requested at cip@citywindsor.ca

☐The applicant to submit an excel spreadsheet summarizing eligible work invoices as shown below. The applicant to submit proof of payment (bank statement snapshot, copy cheques). Excel Spreadsheet sample is attached or may be requested at cip@citywindsor.ca

Application Date

Project Address

Invoice Date	Company Name & Address	Invoice #	Proof of Payment (Cheque # or Description)	Work Covered by Invoice (Description)	# of Employees	Cost	HST	Eligibl...
				Total	0.00	$0.00	$0.00	

THE CITY OF WINDSOR ONTARIO, CANADA

Council Report: S 119/2026

Subject: CIP 009-2026 Brownfield ESA – 0 Howard Ave – Ward 1

Reference:

Date to Council: December 1, 2026
Author: Simona Simion
Planner III - Economic Development
519-255-6543 ext. 6449
ssimion@citywindsor.ca
Planning & Building Services
Report Date: 11/3/2026
Clerk's File #: SPL2026

To: Mayor and Members of City Council

Recommendation:

I. THAT the request made by 4280 Howard Inc. (Zeyad Rafih) to participate in the Environmental Site Assessment Grant Program **BE APPROVED** for the completion of a proposed Phase II Environmental Site Assessment Study (ESA) and Remediation Work Plan, if required, for the property located at 0 Howard Ave (north of Neal Blvd and West of Howard Ave), pursuant to the City of Windsor Brownfield Redevelopment Community Improvement Plan.

II. THAT the grant funds of up to $15,000 for one study Phase II ESA plus an additional $10,000 for the second study Remedial Work Plan, if required, under the Environmental Site Assessment Grant Program **BE TRANSFERRED** from the CIP Reserve Fund 226 to Brownfield Strategy Remediation Capital Project 7069003 when the eligible work is completed to the satisfaction of the City Planner.

III. THAT the City Treasurer **BE AUTHORIZED** to issue payment up to $15,000 for one study, the Phase II ESA, plus an additional $10,000 for the second study Remedial Work Plan, if required, based upon the completion and submission of a Phase II ESA Study and Remediation Work Plan, if required, completed in a form acceptable to the City Planner.

IV. THAT should the proposed Phase II ESA and Remediation Work Plan, if required, not be completed within two (2) years of council approval, the approval **BE RESCINDED** and the funds be uncommitted and made available for other applications.

Executive Summary:

N/A

Background:

Brownfield Redevelopment Community Improvement Plan (CIP)

Brownfield sites are properties that may be contaminated due to previous industrial or commercial uses such as a manufacturing facility or gas station. City Council approved a Brownfield Redevelopment CIP for the purpose of encouraging the study, clean-up, and redevelopment of contaminated properties. The approval of the CIP was the result of nearly five years of study and consultation.

Importance of Brownfield Redevelopment

Historically, there had been little interest in redeveloping brownfield sites due to the uncertainty surrounding the extent of contamination and the potential cost of clean-up. The Brownfield Redevelopment CIP was adopted in 2010 to provide financial incentives to undertake the necessary studies to redevelop brownfield sites and reduce the potential negative impacts to the City's environment and neighbourhoods.

The benefits associated with brownfield redevelopment go beyond the boundaries of the property. They are often located in established areas of the City where services and other infrastructure, such as roads, schools, community facilities, and public transit are already available. Therefore, additional infrastructure costs are not incurred to service these areas. The redevelopment of these sites removes the negative stigma often associated with Brownfield properties, which increases the value of the subject property and adjacent properties.

Site Background

The subject site consists of one parcel located north of Neal Blvd and West of Howard Ave. The property is approximately 3 hectares (7.3 acres) in size and currently is vacant. Historically, the property was used as a Texaco Service Station prior to 1990 and remained vacant from 1990 to present. The historical use of this site qualifies it as an ‘enhanced investigation property’ to which a Phase II Environmental Site Assessment (ESA) is a mandatory investigation.

Discussion:

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

The principal owner, 4280 Howard Inc., will be incurring the eligible Phase II ESA costs and Remediation Work Plan, if required. The objective of Phase II ESA is to investigate the soil and groundwater on the site. Upon completion, the City would retain a copy of the final Phase II ESA report and Remediation Work Plan, if required.

Environmental Site Assessment Grant Program

The ESA Grant Program offers a matching grant to property owners of brownfield sites to conduct Phase II ESA and Remediation Work Plan environmental studies, as required, that provide information on the type and extent of contamination and potential remediation costs. Specifically, the program offers 50% of the cost of an eligible Phase II ESA study up to a maximum of $15,000. If a Remediation Work Plan is subsequently required, an additional $10,000 is available for a maximum total grant value of $25,000.

CIP Goals

Administration is supportive of the application as it meets all of the eligibility requirements specified within the Brownfield Redevelopment CIP. The proposed study of the subject site also supports the following CIP goals:

- To promote the remediation, rehabilitation, adaptive re-use, and redevelopment of brownfield sites throughout the City of Windsor in a fiscally responsible and sustainable manner over the long term;
- Improve the physical and visual quality of brownfield sites;
- Improve environmental health and public safety;
- Provide opportunities for new housing, employment uses, and commercial uses;
- Increase tax assessment and property tax revenues;
- Promote Smart Growth, including the reduction of urban sprawl and its related costs;
- Increase community awareness of the economic, environmental, and social benefits of brownfield redevelopment; and
- Utilize public sector investment to leverage significant private sector investment in brownfield remediation, rehabilitation, adaptive re-use, and redevelopment.

Policy Support

The study of brownfield sites to support clean up and redevelopment is supported by policies within the 2024 Provincial Policy Statement, the City's Official Plan, and the City's Environmental Master Plan.

Risk Analysis:

As with all brownfield sites, there is a degree of risk associated with the potential presence of contamination. The proposed Phase II ESA study will assist in mitigating the above noted risk by confirming the presence and extent of any contamination. It

may also provide an estimated cost for remediation and establish next steps in the remediation process, if required.

The City's financial risk under the Environmental Site Assessment Grant Program is limited, as grant funding will only be disbursed upon receipt and review of the final Phase II ESA report and Remediation Work Plan, if required, in a form satisfactory to the City Planner. In addition, the applicant must provide satisfactory documentation confirming that the eligible studies have been completed and paid for prior to the release of any grant funding.

Climate Change Risks

Climate Change Mitigation:

The proposed residential redevelopment is consistent with the Environmental Master Plan action item, which encourages the use of the Brownfields Redevelopment Strategy.

Climate Change Adaptation:

The redevelopment of the existing commercial property may be affected by climate change, in particular with respect to extreme precipitation and an increase in days above 30 degrees. While not the subject of this report, any new construction would be required to meet the current provisions of the Building Code, which would be implemented through the building permit process.

Financial Matters:

The estimated cost of the proposed Phase II Environmental Site Assessment (ESA) study is $36,070 plus HST. Under the Environmental Site Assessment Grant Program, eligible applicants may receive a matching grant equal to 50% of eligible costs, to a maximum of $15,000 for a Phase II ESA study. Based on the current estimate, the anticipated grant for the Phase II ESA study would be $15,000, subject to submission of eligible costs.

Should a Remediation Work Plan be required and subsequently completed, additional grant funding of up to $10,000, not to exceed eligible study costs, may be provided, for a maximum total grant of $25,000 under the program. Should the actual cost of the study (ies) be less than estimated, the grant payment will be based on the lower eligible cost.

If approved, funds will be transferred from CIP Reserve Fund 226 to the Brownfield Strategy Remediation Capital Project (#7069003) to disburse the maximum eligible amount under the Environmental Site Assessment Grant Program upon completion of all eligible work. The current uncommitted balance of CIP Reserve Fund 226 is $371,258.66; however, this balance does not reflect other CIP grant applications currently under consideration that have not yet received final approval.

Consultations:

The development and approval of the Brownfield Redevelopment CIP was subject to extensive stakeholder and public consultation, which sought input from a wide range of stakeholders and internal City departments.

Planning staff have consulted with Michael Okanlawon, Financial Planning Administrator.

Conclusion:

Administration recommends that council approve the request from 4280 Howard Inc. to participate in the Environmental Site Assessment Grant Program. The proposed study conforms to the Brownfield Redevelopment CIP and assists the City in the achievement of a number of the CIP goals.

Planning Act Matters:

N/A

Approvals:

Name	Title
Simona Simion	Planner III Economic Development Planner
Jim Abbs	Manager – Planning, Land Info & Special Projects
Jason Campigotto	Deputy City Planner - Growth
Emilie Dunnigan	Manager, Development Revenue and Finance Administration
Lorrie Gregg	ED, Financial Planning/Deputy Treasurer
Aaron Farough	Senior Legal Counsel, Legal Services & Real Estate
Neil Robertson	City Planner
Janice Guthrie	Commissioner, Finance and City Treasurer
Jelena Payne	Deputy CAO/Commissioner Economic Development
Ray Mensour	Chief Administrative Officer

Appendices:

1 Appendix A - Location Map
2 Appendix B - Grant Completeness and Payment


4258
4266
4278
4265
4275
330
360
340
320
TUSON WAY
HOWARD PL
4262
4270
4272
4276
4284
4286
4292
4298
530
540
NEAL BLVD
333

Appendix B – Grant Checklist – Completeness and Payment

Grants paid from the CIP reserve fund require verification that eligible work has been completed satisfactory to the City Planner, Chief Building Official, City Solicitor, and City Treasurer. This typically includes submission of reports, invoices, and proof of payment (copy of cheques, bank statement snapshot).

Here is a comprehensive checklist for grant completeness and payment requirements. Once studies are complete submit checklist, invoices, and any other requested documentation to cip@citywindsor.ca and ssimion@citywindsor.ca for review before the grant approval expiration (refer to council resolution for expiry date). All required documentation to be included in an email with the following title "CIP-Grant Payment Request - Address – Applicant Name".

Planning Staff will review the submission to ensure that eligible costs are not exceeded and documentation compliant.

Grant Checklist Completeness and Payment

☐ Ensure Property Taxes payments are paid up to date.

All grant payments are issued following the submission of required information (e.g. invoices and proof of payment in full, Record of Site Condition filed, letter from Ministry of Environment).

☐A vendor account must be established before electronic payment can be made. Vendor form may be requested at cip@citywindsor.ca

☐The applicant to submit an excel spreadsheet summarizing eligible work invoices as shown below. The applicant to submit proof of payment (bank statement snapshot, copy cheques). Excel Spreadsheet sample is attached or may be requested at cip@citywindsor.ca

Application Date

Project Address								
Invoice Date	Company Name & Address	Invoice #	Proof of Payment (Cheque # or Description)	Work Covered by Invoice (Description)	# of Employees	Cost	HST	Eligibi...
				Total	0.00	$0.00	$0.00	

THE CITY OF WINDSOR ONTARIO, CANADA

Council Report: S 120/2026

Subject: CIP 013-2026 Brownfield Environmental Site Assessment - 634 McDougall St, 350 Tuscarora St, 0 Tuscarora St, 0 Tuscarora St – Ward 3

Reference:

Date to Council: December 1, 2026
Author: Simona Simion
Planner III - Economic Development
519-255-6543 ext. 6449
ssimion@citywindsor.ca
Planning & Building Services
Report Date: 11/3/2026
Clerk's File #: SPL2026

To: Mayor and Members of City Council

Recommendation:

I. THAT the request made by Welcome Center Shelter for Women (Lady Laforet) to participate in the Environmental Site Assessment Grant Program **BE APPROVED** for the completion of a proposed Phase II Environmental Site Assessment (ESA) Study and Remediation Work Plan, if required, for the property located at 634 McDougall St, 350 Tuscarora St, 0 Tuscarora St, 0 Tuscarora St (north of Tuscarora St and East of McDougall St) pursuant to the City of Windsor Brownfield Redevelopment Community Improvement Plan.

II. THAT the grant funds of up to $15,000 for one study, the Phase II ESA plus an additional $10,000 for the second study, the Remedial Work Plan, if required, under the Environmental Site Assessment Grant Program **BE TRANSFERRED** from the CIP Reserve Fund 226 to Brownfield Strategy Remediation Capital Project 7069003 when the eligible work is completed to the satisfaction of the City Planner.

III. THAT the City Treasurer **BE AUTHORIZED** to issue payment up to $15,000 for one study Phase II ESA plus an additional $10,000 for the second study Remedial Work Plan, if required, based upon the completion and submission of a Phase II Environmental Site Assessment Study and Remediation Work Plan, if required, completed in a form acceptable to the City Planner.

IV. THAT should the proposed Phase II ESA Study and Remediation Work Plan, if required, not be completed within two (2) years of council approval, the approval **BE RESCINDED** and the funds be uncommitted and made available for other applications.

Executive Summary:

N/A

Background:

Brownfield Redevelopment Community Improvement Plan (CIP)

Brownfield sites are properties that may be contaminated due to previous industrial or commercial uses such as a manufacturing facility or gas station. City Council approved a Brownfield Redevelopment CIP for the purpose of encouraging the study, clean-up, and redevelopment of contaminated properties. The approval of the CIP was the result of nearly five years of study and consultation.

Importance of Brownfield Redevelopment

Historically, there had been little interest in redeveloping brownfield sites due to the uncertainty surrounding the extent of contamination and the potential cost of clean-up. The Brownfield Redevelopment CIP was adopted in 2010 to provide financial incentives to undertake the necessary studies to redevelop brownfield sites and reduce the potential negative impacts to the City's environment and neighbourhoods.

The benefits associated with brownfield redevelopment go beyond the boundaries of the property. They are often located in established areas of the City where services and other infrastructure, such as roads, schools, community facilities, and public transit are already available. Therefore, additional infrastructure costs are not incurred to service these areas. The redevelopment of these sites removes the negative stigma often associated with Brownfield properties, which increases the value of the subject property and adjacent properties.

Site Background

The subject site consists of four parcels located north of Tuscarora St and east of McDougall St. The parcels are a total of 0.25 hectares (0.62 acres) in size and currently being utilized as a parking lot, office building, and vacant land.

Historically, the properties were used as a bakery, Veteran Cab garage, municipal parking, residential homes (demolished 1990), generator of waste oils and waste halogenated solvents.

A Phase I ESA conducted previously concluded that contaminants were not found. However, this Phase I ESA was conducted for commercial land use purposes with no soil and groundwater testing performed. Since the parcels are proposed to be redeveloped from mainly commercial uses to a more sensitive use such as Residential,

a Record of Site Condition (RSC) is required under Ontario Regulation 153/04. An updated Phase I and a new Phase II ESA are recommended to investigate the soil and groundwater against the applicable site conditions standard (O. Reg 153). The Phase I ESA is not an eligible expense under the Environmental Site Assessment Grant Program.

Discussion:

The current registered owner of the above noted parcels is Windsor Airline Limousine Services Limited (Charles Chuck). An Agreement of Purchase and Sale between Windsor Airline Limousine Services Limited and Welcome Centre Shelter for Women is expected to be signed in December 2026.

The owner provided written consent for Welcome Center Shelter to submit an application to the City of Windsor and receive payment for Phase II Environmental Assessment associated with these properties.

The applicant, the Welcome Center Shelter for Women, will be incurring the eligible Phase II ESA costs and Remediation Work Plan, if required. The Phase II ESA will assess the existing soil and groundwater conditions at the site to determine the extent of any contamination. Upon completion, the City would retain a copy of the final Phase II ESA report and Remediation Work Plan, if required.

Environmental Site Assessment Grant Program

The ESA Grant Program offers a matching grant to property owners of brownfield sites to conduct a Phase II ESA and Remediation Work Plan environmental studies that provide information on the type and extent of contamination and potential remediation costs. Specifically, the program offers 50% of the cost of an eligible Phase II ESA study up to a maximum of $15,000. If a Remediation Work Plan is subsequently required, an additional $10,000 is available for a maximum total grant value of $25,000.

CIP Goals

Administration is supportive of the application as it meets all of the eligibility requirements specified within the Brownfield Redevelopment CIP. The proposed study of the subject site also supports the following CIP goals:

- To promote the remediation, rehabilitation, adaptive re-use, and redevelopment of brownfield sites throughout the City of Windsor in a fiscally responsible and sustainable manner over the long term;
- Improve the physical and visual quality of brownfield sites;
- Improve environmental health and public safety;
- Provide opportunities for new housing, employment uses, and commercial uses;

- Increase tax assessment and property tax revenues;
- Promote Smart Growth, including the reduction of urban sprawl and its related costs;
- Increase community awareness of the economic, environmental, and social benefits of brownfield redevelopment; and
- Utilize public sector investment to leverage significant private sector investment in brownfield remediation, rehabilitation, adaptive re-use, and redevelopment.

Policy Support

The study of brownfield sites to support clean up and redevelopment is supported by policies within the 2024 Provincial Policy Statement, the City's Official Plan, and the City's Environmental Master Plan.

Risk Analysis:

As with all brownfield sites, there is a degree of risk associated with the potential presence of contamination. The proposed Phase II ESA study will assist in mitigating the above noted risk by confirming the presence and extent of any contamination. It may also provide an estimated cost for remediation and establish next steps in the remediation process, if required.

The City's financial risk under the Environmental Site Assessment Grant Program is limited, as grant funding will only be disbursed upon receipt and review of the final Phase II ESA report and Remediation Work Plan, if required, in a form satisfactory to the City Planner. In addition, the applicant must provide satisfactory documentation confirming that the eligible studies have been completed and paid for prior to the release of any grant funding.

While the applicant is submitting the grant application prior to completion of the property acquisition, the current registered owner has provided written consent authorizing Welcome Center Shelter for Women to submit the grant application. Should the Agreement of Purchase and Sale not close and ownership of the subject lands not be transferred to Welcome Center Shelter for Women as anticipated, Council's grant approval may be rescinded and any uncommitted funding returned to the CIP Reserve Fund 226 for future allocation.

Climate Change Risks

Climate Change Mitigation:

The proposed residential redevelopment is consistent with the Environmental Master Plan action item, which encourages the use of the Brownfields Redevelopment Strategy.

Climate Change Adaptation:

The redevelopment of the existing commercial property may be affected by climate change, in particular with respect to extreme precipitation and an increase in days above 30 degrees. While not the subject of this report, any new construction would be required to meet the current provisions of the Building Code, which would be implemented through the building permit process.

Financial Matters:

The estimated cost of the proposed Phase II Environmental Site Assessment (ESA) study is $32,000 plus HST.

Under the Environmental Site Assessment Grant Program, eligible applicants may receive a matching grant equal to 50% of eligible costs, to a maximum of $15,000 for a Phase II ESA study. Based on the current estimate, the anticipated grant for the Phase II ESA study would be $15,000, subject to submission of eligible costs.

Should a Remediation Work Plan be required and subsequently completed, additional grant funding of up to $10,000, not to exceed eligible study costs, may be provided, for a maximum total grant of $25,000 under the program.

Should the actual cost of the study(ies) be less than estimated, the grant payment will be based on the lower eligible cost.

If approved, funds will be transferred from CIP Reserve Fund 226 to the Brownfield Strategy Remediation Capital Project (#7069003) to disburse the maximum eligible amount under the Environmental Site Assessment Grant Program, upon completion of all eligible work. The current uncommitted balance of CIP Reserve Fund 226 is $371,258.66; however, this balance does not reflect other CIP grant applications currently under consideration that have not yet received final approval.

Consultations:

The development and approval of the Brownfield Redevelopment CIP was subject to extensive stakeholder and public consultation, which sought input from a wide range of stakeholders and internal City departments.

Planning staff have consulted with Michael Okanlawon, Financial Planning Administrator.

Conclusion:

Administration recommends that council approve the request from Welcome Center Shelter for Women (Lady Laforet) to participate in the Environmental Site Assessment Grant Program. The proposed study conforms to the Brownfield Redevelopment CIP and assists the City in the achievement of a number of the CIP goals.

Planning Act Matters:

N/A

Approvals:

Name	Title
Simona Simion	Planner III - Economic Development
Jim Abbs	Manager – Planning, Land Info & Special Projects
Jason Campigotto	Deputy City Planner - Growth
Emilie Dunnigan	Manager, Development Revenue and Financial Administration
Lorrie Gregg	Executive Director, Financial Planning/Deputy Treasurer
Aaron Farough	Senior Legal Counsel, Legal & Real Estate
Neil Robertson	City Planner
Jelena Payne	Deputy CAO/Commissioner Economic Development
Janice Guthrie	Commissioner, Finance and City Treasurer
Ray Mensour	Chief Administrative Officer

Appendices:

1 Appendix A - Location Map
2 Appendix B - Grant Completeness and Payment - Brownfield ESA


307
311
345
381
634
MCDOUGALL ST
635
304
320
350
358
0
TUSCARORA ST
305
319
349
357

Appendix B – Grant Checklist – Completeness and Payment

Grants paid from the CIP reserve fund require verification that eligible work has been completed satisfactory to the City Planner, Chief Building Official, City Solicitor, and City Treasurer. This typically includes submission of reports, invoices, and proof of payment (copy of cheques, bank statement snapshot).

Here is a comprehensive checklist for grant completeness and payment requirements. Once studies are complete submit checklist, invoices, and any other requested documentation to cip@citywindsor.ca and ssimion@citywindsor.ca for review before the grant approval expiration (refer to council resolution for expiry date). All required documentation to be included in an email with the following title "CIP-Grant Payment Request - Address – Applicant Name".

Planning Staff will review the submission to ensure that eligible costs are not exceeded and documentation compliant.

Grant Checklist Completeness and Payment

☐ Ensure Property Taxes payments are paid up to date.

All grant payments are issued following the submission of required information (e.g. invoices and proof of payment in full, Record of Site Condition filed, letter from Ministry of Environment).

☐A vendor account must be established before electronic payment can be made. Vendor form may be requested at cip@citywindsor.ca

☐The applicant to submit an excel spreadsheet summarizing eligible work invoices as shown below. The applicant to submit proof of payment (bank statement snapshot, copy cheques). Excel Spreadsheet sample is attached or may be requested at cip@citywindsor.ca

Application Date

Project Address

Invoice Date	Company Name & Address	Invoice #	Proof of Payment (Cheque # or Description)	Work Covered by Invoice (Description)	# of Employees	Cost	HST	Eligibl...
				Total	0.00	$0.00	$0.00	

THE CITY OF WINDSOR ONTARIO, CANADA

Council Report: S 121/2026

Subject: CIP 008-2026 Brownfield Rehabilitation - 75 Mill Street - Ward 2

Reference:

Date to Council: December 1, 2026
Author: Simona Simion
Planner III - Economic Development
519-255-6543 ext. 6449
ssimion@citywindsor.ca
Planning & Building Services
Report Date: 11/3/2026
Clerk's File #: SPL2026

To: Mayor and Members of City Council

Recommendation:

I. THAT the request made by 2821383 Ontario Inc. (Jonathan Seguin) to participate in the Brownfield Rehabilitation Grant Program **BE APPROVED** for the lesser of 70% of the municipal portion of the tax increment resulting from the proposed redevelopment at 75 Mill Street for 10 years or the total eligible costs of the project pursuant to the City of Windsor Brownfield Redevelopment Community Improvement Plan.

II. THAT if a grant agreement is required, Administration **BE DIRECTED** to prepare an agreement between applicant and The Corporation of the City of Windsor in accordance with all applicable policies, requirements, and provisions contained within the Brownfield Redevelopment Community Improvement Plan to the satisfaction of the City Planner as to content, the City Solicitor as to legal form, and the City Treasurer as to financial implications.

III. THAT the CAO and City Clerk **BE AUTHORIZED** to sign the Rehabilitation Grant Agreement to the satisfaction of the City Planner as to content, the City Solicitor as to legal form, and the City Treasurer as to financial implications.

IV. THAT the City Treasurer **BE AUTHORIZED** to issue payment for the Building/Property Improvement Tax Increment Grant Program to 2821383 Ontario Inc. (Jonathan Seguin) in accordance with the proposed terms and conditions as outlined in this report commencing upon completion of the proposed development (refer to Appendix D Grant Completeness), subject to the satisfaction of the City Planner.

V. THAT the approval to participate in the Brownfield Rehabilitation Grant Program **BE RESCINDED** if the applicant has not completed the eligible work and fulfilled the completeness and payment requirements (refer to Appendix C - Grant Completeness and Payment) within five (5) years of the council approval date to the satisfaction of City Planner. The City Planner may extend the deadline one (1) year only if requested by the applicant.

Background:

Brownfield Redevelopment Community Improvement Plan (CIP)

Brownfield sites are properties that may be contaminated due to previous industrial or commercial uses such as a manufacturing facility or gas station. City Council approved a Brownfield Redevelopment CIP at its April 19, 2010, meeting for the purpose of encouraging the study, clean-up, and redevelopment of contaminated properties. The approval of the CIP was the result of nearly five years of study and consultation, which began in October 2005.

Importance of Brownfield Redevelopment

Historically, there has been little interest in redeveloping brownfield sites due to the uncertainty surrounding the extent of contamination and the potential cost of clean-up. The Brownfield Redevelopment CIP provides financial incentives to undertake the necessary studies and remedial work necessary to redevelop brownfield sites and reduce the potential negative impacts to the City's environment and neighbourhoods.

The benefits associated with brownfield redevelopment go far beyond the boundaries of the property. For example, they are often strategically located within existing built-up areas of the City where services and other infrastructure, such as roads, schools, community facilities and public transit are already available, therefore additional infrastructure costs are not incurred to service these areas. The redevelopment of these sites also removes the negative stigma often associated with brownfield properties, which increases the value of the subject property and adjacent properties.

Site Background

The subject site is located on the north side of Russell Street and south side of Mill Street (refer to Appendix A - Location Map). The site has frontage on the Detroit River and has an inlet that bisects much of the property. The Site is 3.7 hectares in size (9.1 acres) and is currently vacant. The principal owner of 2821383 Ontario Inc. is Jonathan Seguin.

The subject site is designated ‘Waterfront Recreation’ on Official Plan Schedule D: Land Use, which permits recreation and leisure activities and facilities and marinas for pleasure craft. The southern three-quarters of the site is zoned Commercial District CD2.4, which permits a marina and accessory uses. Site specific zoning provisions

apply this portion of the site, which permit a multiple dwelling up to 15 storeys in height and 250 dwelling units. The northern quarter of the site is zoned Green District GD1.1, which permits a Child Care Centre, Public Park, and accessory uses.

While the subject site is currently vacant, the site has been used for industrial purposes (e.g. stone crushing and glass recycling). Much of the site comprises reclaimed land through the placement of fill materials that has been imported to the site. The fill materials are affected by environmental contaminants related to historic port and other activities on the site.

In 2023, the subject site was approved for a grant for participation in the Brownfield Rehabilitation pursuant to CR376/2023, approved September 5, 2023. The approval expired one year later, as the grant agreement had not been signed.

Discussion:

Development Proposal

The applicant proposes to construct 8 multiple dwelling buildings, 3 storeys high, containing a total of 130 dwelling units (refer to Appendix B Site Plan). The development proposal is currently at Site Plan Control stage. Prior to the issuance of a building permit, a Record of Site Condition (RSC) confirming the soil and groundwater quality meet residential standards must be filed with the Ministry of the Environment, Conservation and Parks (MECP). The Phase I Environmental Site Assessment (ESA) work completed by the applicant identified several areas of potential environmental concern and the Phase II ESA work confirmed that soil quality does not currently meet the standards for residential use.

The application indicates that a risk assessment approach was applied as restoration for the site to support obtaining a RSC, which may consist of the placement of capping measures over site, the construction of shoreline erosion protection measures, vapour intrusion mitigation measures, soil and groundwater management requirements, and workers health and safety requirements.

Brownfield Rehabilitation Grant Program

The Brownfield Rehabilitation Grant Program encourages the remediation, rehabilitation and adaptive re-use of brownfield sites by providing grants to help pay for remediation costs as well as non-environmental rehabilitation costs normally associated with brownfield site redevelopment (e.g. development application and building permit fees, and upgrading on-site /off-site infrastructure).

The program offers annual grants funded through the increase in municipal property tax levy created by the investment for up to 10 years to help offset eligible costs. The grant is equal to the lesser of 70% of the municipal tax increase for up to 10 years or the total eligible costs.

Annual grants are paid out following the filing of a RSC, reassessment of the property completed by the Municipal Property Assessment Corporation (MPAC), and the receipt of payment of the property taxes for the year in which the grant is to be provided. Issuance of the first grant payment typically occurs at the end of the first year after the assessment has been updated.

CIP Goals

Administration is supportive of the application as it meets all the eligibility requirements specified within the Brownfield Redevelopment CIP. The proposed filing of a RSC and redevelopment of the property support the following CIP goals:

- To promote the remediation, rehabilitation, adaptive re-use and redevelopment of Brownfield sites throughout the City of Windsor in a fiscally responsible and sustainable manner over the long term;
- Improve the physical and visual quality of Brownfield sites;
- Improve environmental health and public safety;
- Provide opportunities for new housing, employment uses, and commercial uses;
- Increase tax assessment and property tax revenues;
- Improve the land use compatibility of potential Brownfield sites with surrounding land uses;
- Increase community awareness of the economic, environmental, and social benefits of Brownfield redevelopment; and
- Utilize public sector investment to leverage significant private sector investment in Brownfield remediation, rehabilitation, adaptive re-use, and redevelopment.

Policy Support

The study of Brownfield sites to support clean up and redevelopment is supported by policies within the 2024 Provincial Planning Statement, the City's Official Plan, and the City's Environmental Master Plan.

Risk Analysis:

As with all Brownfield sites, there is a degree of risk related to the potential presence of contamination. The proposed study and remediation will assist in mitigating these risks. The City would retain a copy of the study for future reference.

There is minimal financial risk associated with the approval of the CIP application. Staff resources are required for the upfront administration of the grant program and finalization of the legal agreement. Limited staff resources related to issuance of annual grants will also be required over the next ten (10) years.

The Grant will not be paid out until all building permits are closed, that all procedures and work have been completed to the satisfaction of the City and that reassessment of the property has been completed by MPAC. The Grant will only be paid out after the applicant has paid the full amount of property taxes owed for each year of the program's applicability.

Climate Change Risks

Climate Change Mitigation:

The proposed redevelopment implements Environmental Master Plan Objective C1: Encourage in-fill and higher density in existing built areas. The redevelopment also advances the Plan's direction to support and implement the Brownfields Redevelopment Strategy.

Climate Change Adaptation:

The proposed redevelopment may be affected by climate change, in particular with respect to extreme precipitation and an increase in days above 30 degrees. While not the subject of this report, any new construction would be required to meet the current provisions of the Building Code, which would be implemented through the building permit process. The site would also be required to incorporate storm water management best practices.

Financial Matters:

Based on the proposed redevelopment plan submitted by the owner, Administration has estimated the post-development property value assessment, and the resulting estimated annual and cumulative Brownfield Rehabilitation Grant is as follows:

DESCRIPTION	PRE-DEVELOPMENT ($)	POST-DEVELOPMENT ($)	INCREASE ($)
Assessed Property Value	1,118,000	9,730,000	8,612,000
Total Annual Property Tax Levy	31,283	203,991	172,708
Municipal Portion of Annual Taxes	22,092	189,104	167,012
Grant percentage @ 70%			116,908
10-year Total Estimated Brownfield Rehabilitation Grant Value			**1,169,080**

The Brownfield Redevelopment grant is calculated and paid to the applicant annually after redevelopment has occurred and property assessment value has been reassessed by MPAC.

The City will retain the annual amount of pre-development (base) municipal taxes of $22,092 plus 30% of the tax increment estimated at $50,104 for a total of $72,196

($721,960 over the 10 year period) throughout the lifespan of the grant program. The City will be foregoing 70% of any incremental property taxes estimated at $116,908 per annum for 10 years (approximately $1,169,080 total) that could otherwise be used to offset future budget pressures. After completion of the grant, the City will collect the full value of the municipal taxes.

The Planning Act stipulates that the grants under a CIP cannot be more than the eligible costs. The total eligible cost of the filing for RSC and site servicing is estimated to be $7,132,169 which is greater than estimated grant amount of $1,169,080 over 10 years.

The annual grant payment will only be issued once the property owner has fully paid all municipal taxes for that year and all program requirements have been satisfied.

Grant funding is subject to the approval of the City Planner once invoices and proof of payments supporting eligible costs are submitted by the applicant. Refer to Appendix C Grant Completeness and Payment for additional information including agreement and other legal documents.

The proposed development may also be eligible for incentives under the Sandwich CIP, however no application has been submitted as of the date of this report.

Consultations:

The development and approval of the Brownfield Redevelopment CIP was subject to extensive stakeholder and public consultation, which sought input from a wide range of stakeholders and internal City departments.

Planning staff have consulted with the applicant prior to accepting the application for the Brownfield Rehabilitation Grant Program.

The following staff were consulted in the preparation of this report:

- Jose Mejalli - Assessment Management Officer
- Carolyn Nelson - Manager of Property Valuation & Administration
- Michael Okanlawon - Financial Planning Administrator

Conclusion:

Administration recommends approval of the request from 2821383 Ontario Inc. to participate in the Brownfield Rehabilitation Grant Program.

The proposed remediation and redevelopment of this brownfield site conform to the Brownfield Redevelopment CIP and assist the City in the achievement of the CIP goals.

Planning Act Matters:

N/A

Approvals:

Name	Title
Simona Simion	Planner III - Economic Development
James Abbs	Manager, Planning – Land Info & Special Projects
Jason Campigotto	Deputy City Planner – Growth
Emilie Dunnigan	Manager Development Revenue & Financial Administration
Lorie Gregg	Executive Director, Financial Planning/Deputy Treasurer
Aaron Farough	Senior Legal Counsel, Legal & Real Estate
Neil Robertson	City Planner
Jelena Payne	Deputy CAO/Commissioner, Economic Development
Janice Guthrie	Commissioner, Finance and City Treasurer
Ray Mensour	Chief Administrative Officer

Appendices:

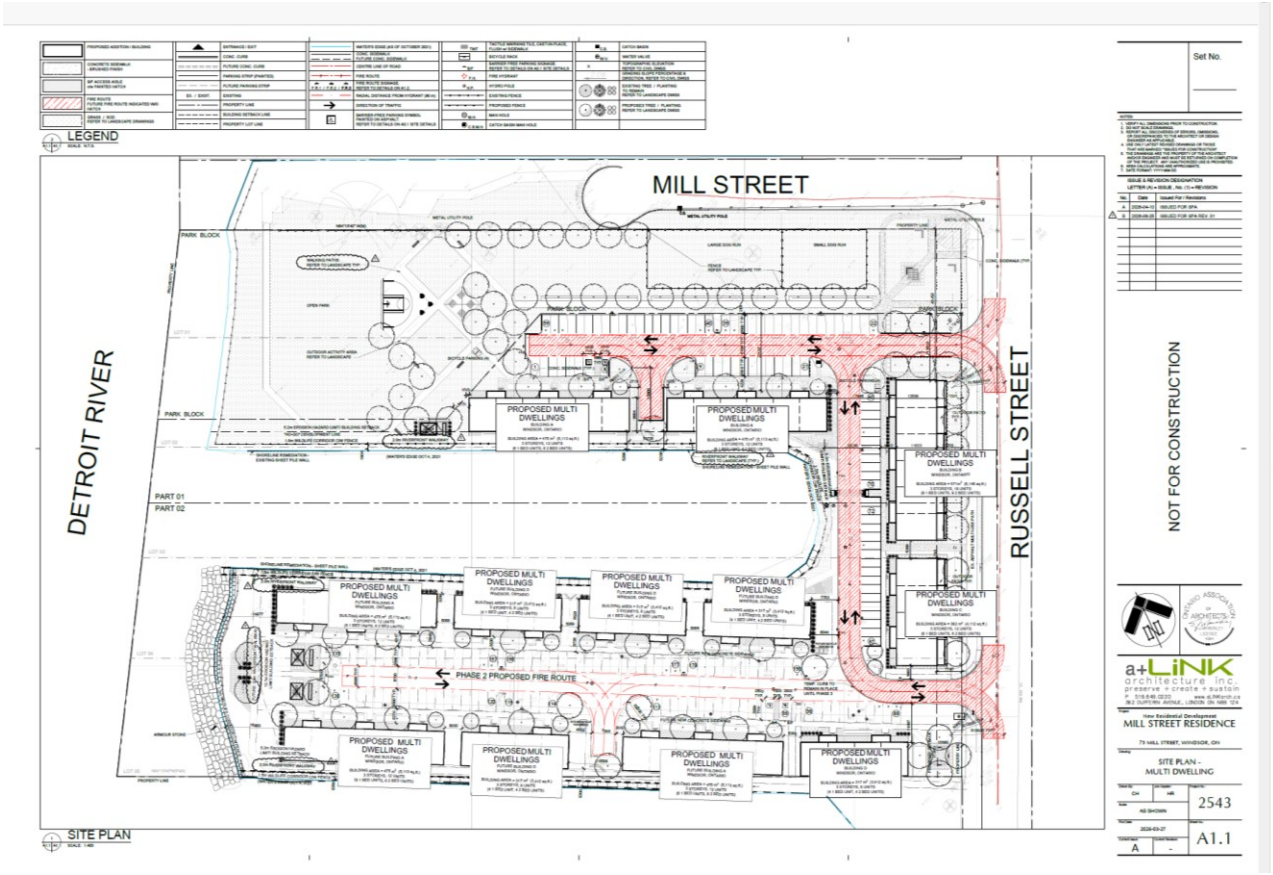
1 Appendix A - Location Map
2 Appendix B - Site Plan
3 Appendix C - Grant Completeness and Payment



LOCATION MAP : 75 MILL STREET

SUBJECT PROPERTY

0 25 50 100 Meters


LEGEND
MILL STREET
DETROIT RIVER
RUSSELL STREET
PARK BLOCK
PART 01
PART 02
PROPOSED MULTI DWELLINGS
PHASE 2 PROPOSED FIRE ROUTE
SITE PLAN
Set No.
NOT FOR CONSTRUCTION
a+LiNK architecture inc.
MILL STREET RESIDENCE
SITE PLAN - MULTI DWELLING
2543
A1.1

Appendix C – Grant Checklist – Completeness and Payment

Grants paid from the CIP reserve fund require verification that eligible work has been completed satisfactory to the City Planner, Chief Building Official, City Solicitor, and City Treasurer. This typically includes submission of reports, agreement, other legal documents, and inspection of building/property improvements.

Here is a comprehensive checklist for grant completeness and payment requirements. Once complete submit checklist, expense report and requested documentation to cip@citywindsor.ca for review before the grant approval expiration (refer to council resolution for date). All required documentation to be included in an email with the following title "CIP-Grant Payment Request - Address – Applicant Name".

Planning Staff will review the submission to ensure that eligible costs are not exceeded and documentation compliant.

Grant Completeness Checklist

A development is deemed complete when final inspection is passed a there are no open orders or permits for the subject property.

☐The applicant to contact Building Department building@citywindsor.ca to ensure that final inspection is passed and no open orders exist.

☐Contact Right-of-way Division to ensure that all permits are closed engineeringdept@citywindsor.ca

Grant Payment Checklist

All grant payments are issued following the completion of eligible work and the submission of required information (e.g. invoices and proof of payment in full).

Tax-increment based grants require:

☐Grant agreements to be drafted, signed by the CAO/City Clerk and applicant, and registered on the property title by applicant's solicitor (provide proof); Contact cip@citywindsor.ca for a draft agreement.

☐Statutory declaration of corporate standing and a legal opinion must be submitted by the applicant; Contact cip@citywindsor.ca for sample format.

☐The applicant to contact Municipal Property Tax Assessment Corporation (MPAC) to provide a post construction property value assessment.

☐The applicant must pay increased municipal tax levy for one full year.

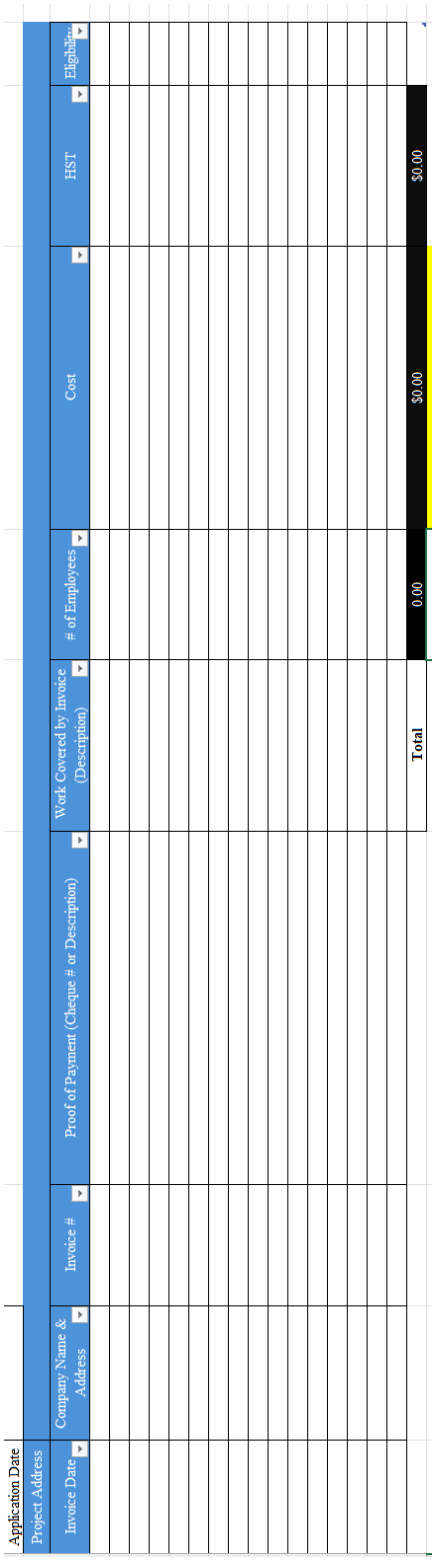
☐The applicant must demonstrate all eligibility requirements have been met/maintained before the first grant payment can be issued (e.g. Record of Site Condition has been filed – letter from Ministry of Environment).

Grants that are issued on an annual basis require verification that eligibility has been maintained.

Finance Department issues grant payment electronically.

☐A vendor account must be established before electronic payment can be made. Vendor form may be requested at cip@citywindsor.ca

☐The applicant to submit an excel spreadsheet summarizing eligible work invoices as shown below. The applicant to submit proof of payment (bank statement snapshot, copy cheques). Excel Spreadsheet sample available upon request at cip@citywindsor.ca



Application Date									
Project Address									
Invoice Date	Company Name & Address	Invoice #	Proof of Payment (Cheque # or Description)	Work Covered by Invoice (Description)	# of Employees	Cost	HST	Eligible...
				Total	0.00	$0.00	$0.00	

THE CITY OF WINDSOR ONTARIO, CANADA

Council Report: S 122/2026

Subject: CIP 011-2026 Downtown CIP - 70-74 Chatham St W - Ward 3

Reference:

Date to Council: December 1, 2026
Author: Simona Simion, MCIP, RPP
Planner III – Economic Development Planner
ssimion@citywindsor.ca
519-255-6543 x 6449

Planning & Building Services
Report Date: 11/3/2026
Clerk's File #: SPL2026

To: Mayor and Members of City Council

Recommendation:

1. THAT the request made by St. Clair - Rhodes Development Corp. (Dino Maggio) for the proposed development at 70-74 Chatham St W to participate in the:

    a. Building/Property Improvement Tax Increment Grant Program **BE APPROVED** for the lesser of 100% of the municipal tax increment increase resulting from the proposed development for up to five (5) years or eligible costs of the project, in accordance with the Downtown Windsor Enhancement Strategy and Community Improvement Plan (Downtown CIP) to the satisfaction of the City Planner;

    b. Commercial/Mixed Use Building Facade Improvement Program **BE APPROVED** for grants for up to 50% of the eligible costs of the facade improvements on the commercial unit(s), up to a maximum of $20,000, in accordance with the Downtown Windsor Enhancement Strategy and Community Improvement Plan (Downtown CIP) to the satisfaction of the City Planner.

2. THAT Administration **BE DIRECTED** to prepare the Grant Agreement between St. Clair - Rhodes Development Corp. (Dino Maggio) and The Corporation of the City of Windsor to implement the grant program in accordance with all applicable policies, requirements, and provisions contained within the Downtown Windsor Enhancement Strategy and Community Improvement Plan (Downtown CIP) to the satisfaction of the City Planner as to content, the City Solicitor as to legal form, and the City Treasurer as to financial implications.

3. THAT the CAO and City Clerk **BE AUTHORIZED** to sign the agreement to the satisfaction of the City Planner as to content, the City Solicitor as to legal form, and the City Treasurer as to financial implications.

4. THAT the City Treasurer **BE AUTHORIZED** to issue payment up to $20,000 for grants from the Community Development Plan Project 7011022 for St. Clair - Rhodes Development Corp. upon completion of proposed development (refer to Appendix D Grant Completeness), subject to the satisfaction of the City Planner.

5. THAT grants approved **SHALL LAPSE** and **BE UNCOMMITTED** and **RETURNED** to Reserve Fund 226 if the applicant has not completed the work and fulfilled the conditions of the Building Facade Improvement Program within two (2) years of the approval date.

6. THAT the City Treasurer **BE AUTHORIZED** to issue payment for the Building/Property Improvement Tax Increment Grant Program to St. Clair - Rhodes Development Corp. in accordance with the proposed terms and conditions as outlined in this report commencing upon completion of the proposed development (refer to Appendix D Grant Completeness), subject to the satisfaction of the City Planner.

7. THAT the approval of the tax increment grant **BE RESCINDED** if the applicant has not completed the work and fulfilled the conditions within two (2) years of the approval date.

Executive Summary:

N/A

Background:

The Downtown Windsor Enhancement Strategy and Community Improvement Plan (Downtown CIP) was approved by City Council on September 29, 2017 and an adopting by-law was passed by City Council on October 16, 2017.

The Downtown CIP provides financial incentives to encourage new residential development, retail investment, facade improvements, and building/property improvements. The Downtown CIP provides grants to the physical improvement of the building according to the Community Improvement Plan provisions.

Grants are only paid after completion of a development and subject to meeting all the requirements within the Downtown Windsor Enhancement Strategy and Community Improvement Plan.

Discussion:

St. Clair-Rhodes Development Corp. owner of the property located at 70-74 Chatham St W (see Appendix A Location Map and Appendix B Existing Photos and Concept

Rendering), has applied for financial incentives under the following programs: Commercial/Mixed Use Building Facade Improvement Program and Building/Property Improvement Tax Increment Grant Program.

The existing one storey commercial building on the property is currently vacant. The previous use of the building was retail. The applicant proposes façade improvements as shown in conceptual renderings (refer to Appendix C Proposed Exterior Façade Renovations). The existing limestone surround, pilasters, and detailing are to remain and be restored. Infill inside the existing surround to include new storefront glazing and entry door, with additional panel cladding and detailing. Additionally, provisions are made to support new exterior lighting and fabric awning over building entry. Other improvements and repairs such as roof, HVAC, structural and plumbing work are necessary.

The Downtown CIP provides grants to the physical improvement of the building according to the Community Improvement Plan provisions.

Commercial/Mixed Use Building Facade Improvement Grant Program

This program aims to increase the visual attractiveness of the downtown through the redesign, renovation or restoration of commercial and mixed-use building facades within the CIP area. This program offers a grant, whereby property owners, tenants and/or assignees will be eligible to receive 50% of the eligible costs of the facade improvements, up to $20,000 per property.

Where a building is located on a corner property and façade improvements are proposed on two sides of the building, the project can qualify for an additional $10,000 towards eligible costs of the façade improvements. Staff have reviewed the proposal and determined it does not meet the criteria for an additional $10,000 (not a corner property).

The applicant is proposing to renovate the facade (refer to Appendix C Proposed Exterior Façade Renovations) of the existing one storey building as described in the application:

“The existing limestone surround, pilasters, and detailing is to remain and be restored as required. Infill inside the existing surround to include new storefront glazing and entry doors, with additional PVC panel cladding and detailing.”

Building/Property Improvement Tax Increment Grant Program

This program is intended to provide economic incentive for the development, rehabilitation and redevelopment of properties within the project areas of the CIP. The program provides a grant equal to the lesser of 100% of the increase in municipal property taxes for five years, or total eligible costs of the project, provided that the post-

development assessment value of the property determined by the Municipal Property Assessment Corporation (MPAC) results in an increase in assessment, and therefore an increase in property taxes.

The applicant will be required to pay the full amount of property taxes owing for each year during the specified duration. However, the property owner will be reimbursed the municipal tax increment amount annually once the final tax bills for each year have been collected. The proposed development of the building is anticipated to increase the assessed value and therefore increase municipal taxes. This project qualifies for the Building/Property Improvement Tax Increment Grant, and the Financial Matters section of this report discusses the estimated grant amount.

The owner is expecting to invest a total of approximately $937,928 on exterior (façade, lighting, fabric awning, roof), and other improvements (electrical, plumbing, HVAC, partitions, finishes) to the building.

Some of the proposed costs which will be incurred, although eligible for purposes of the application, may not result in a direct increase in assessment value. In other words, the grant is calculated and paid, not on the post-project value or projections made in this report, but on the actual post-development value assessment, as determined by MPAC after project completion.

Risk Analysis:

There is low risk associated with the approval of the subject CIP grant application. An agreement will be prepared between the City and the applicant to ensure all provisions under the Community Improvement Plan are met.

The grants will not be paid out until all building permits are closed, and that all procedures and work have been completed to the satisfaction of the City.

The Building/Property Improvement Tax Increment Grant will only be paid out once the post-development property assessment has been determined by MPAC, and the applicant has paid the full amount of property taxes owed for each year of the program's applicability.

There is minimal financial risk associated with the approval of the CIP application. Staff resources are required for the upfront administration of the grant program and finalization of the legal agreement. Limited staff resources related to issuance of annual grants will also be required over the next five (5) years.

Climate Change Risks

Climate Change Mitigation:

Designated as Mixed Use in Schedule E: City Centre Planning District of the City of Windsor's Official Plan, the subject property is located in a neighbourhood where

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

Climate Change Adaptation:

N/A

Financial Matters:

On February 22, 2021, Council approved the 2021 budget, which included a new reserve fund for all active CIPs in the City. As CIP grant applications are approved, the approved grant amount will be regarded as committed in the CIP Reserve Fund 226, until the grant is ready to be paid out. The current uncommitted balance of the CIP reserve fund is $371,258.66. However, this balance does not account for other CIP grant requests that are currently being considered by the Development & Heritage Standing Committee/City Council Standing Committee or have been endorsed by the Standing Committee and are not yet approved by City Council or CAO.

Commercial/Mixed Use Building Facade Improvement Program

The applicant's estimated eligible costs for facade improvements are $225,000.

Staff recommend approval of the matching grant for this property towards eligible costs for 50% (maximum $20,000) for the property, provided it meets the provisions of the Downtown Windsor Enhancement Strategy and Community Improvement Plan

If approved, a maximum of $20,000 for the Commercial/Mixed Use Building Facade Improvement Program funds will be transferred from the CIP Reserve Fund 226 to the City Centre Community Development Plan project 7011022 once the work is completed to the satisfaction of the City Planner, and the grant is ready to be paid out.

Building/Property Improvement Tax Increment Grant Program

The program provides an annual grant equal to the lesser of 100% of the increase in municipal property taxes for five (5) years, or total eligible costs of the project.

Based on the proposed redevelopment plan submitted by the owner, Administration has estimated the post-development property value assessment, and the resulting estimated annual and cumulative grant is as follows:

DESCRIPTION	PRE-DEVELOPMENT ($)	POST-DEVELOPMENT ($)	INCREASE ($)
Assessed Property Value	324,000	550,000	226,000
Total Annual Property Tax Levy	15,533	26,368	10,835
Municipal Portion of Annual Taxes	12,682	21,528	8,846
Annual Grant (100%)			8,846
5-year Total Estimated Grant Value			44,230

The applicant estimates that total construction costs will amount to $937,928. The *Planning Act* stipulates that the total grants under a CIP cannot exceed the eligible costs. The applicant is eligible for total grants of $64,230, comprised of the Commercial/Mixed Use Building Facade Improvement Program of $20,000, and the Building/Property Improvement Tax Increment Grant Program of $44,230. Combined these grants account for 6.9% of estimated construction costs.

Because the Grant Program does not cancel taxes, the applicant must pay the full amount of property taxes annually and will subsequently receive a grant for the difference between the pre and post-development municipal taxes.

The City will retain the amount of pre-development (base) municipal taxes throughout the lifespan of the grant program of $12,682 per annum; however, will be foregoing any incremental property taxes, estimated to be $8,846 per annum to a maximum of 5 years that could otherwise be used to offset future budget pressures. After completion of the grant program, the City will collect the full value of the municipal taxes (estimated to be $21,528 annually).

Consultations:

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

Planning Staff have consulted with the applicant prior to accepting the application for the Downtown CIP grants.

Planning Staff have consulted with other City's departments with respect to the grant application within Downtown CIP:

- Jose Mejalli - Assessment Management Officer;
- Carolyn Nelson - Manager of Property Valuation & Administration, Taxation, Treasury and Financial Accounting; and
- Michael Okanlawon - Financial Planning Administrator.

Conclusion:

Administration recommends that City Council approve the application made by St. Clair - Rhodes Development Corp., owner of the property 70-74 Chatham St W, to participate in the Commercial/Mixed Use Building Facade Improvement Program and Building/Property Improvement Tax Increment Grant Program under the Downtown Windsor CIP.

Approvals:

Name	Title
Simona Simion	Planner III Economic Development
Jim Abbs	Manager – Planning, Land Info & Special Projects
Jason Campigotto	Deputy City Planner - Growth
Emilie Dunnigan	Manager, Development Revenue and Finance Administration
Lorrie Gregg	ED, Financial Planning/Deputy Treasurer
Aaron Farough	Senior Legal Counsel, Legal Services & Real Estate
Neil Robertson	City Planner
Janice Guthrie	Commissioner, Finance and City Treasurer
Jelena Payne	Deputy CAO/Commissioner Economic Development
Ray Mensour	Chief Administrative Officer

Appendices:

1 Appendix A Location Map
2 Appendix B Existing Photos and Concept Renderings
3 Appendix C Proposed Exterior Facade Renovations
4 Appendix D Grant Completeness and Payment

Appendix A Location Map



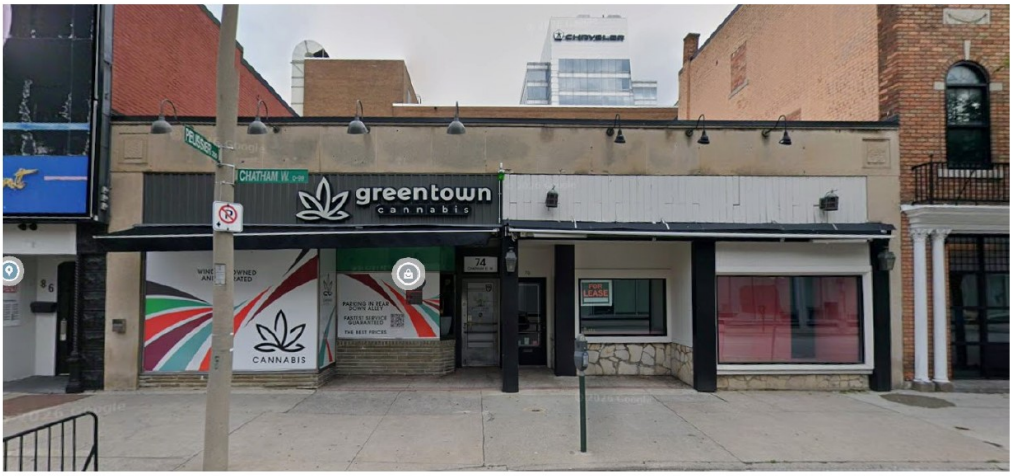
LOCATION MAP : 70, 74 CHATHAM STREET WEST

SUBJECT PROPERTY

APPLICANT: ST. CLAIR-RHODES DEVELOPMENT CORP.

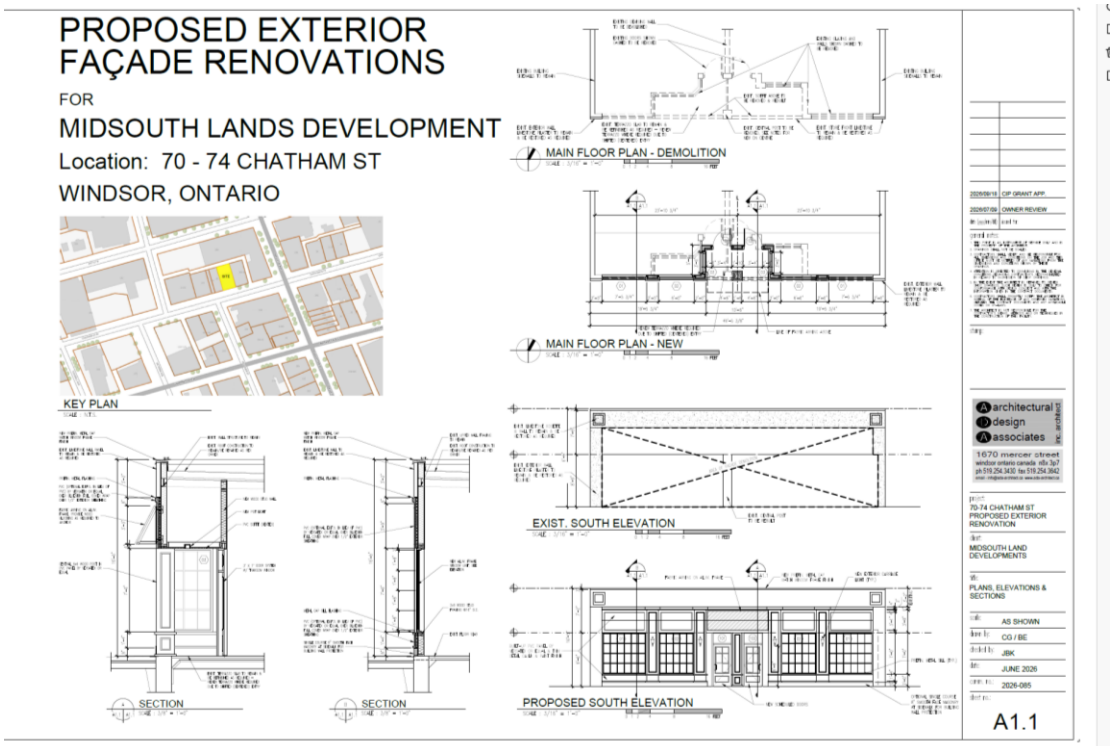
Meters
0 5 10 20

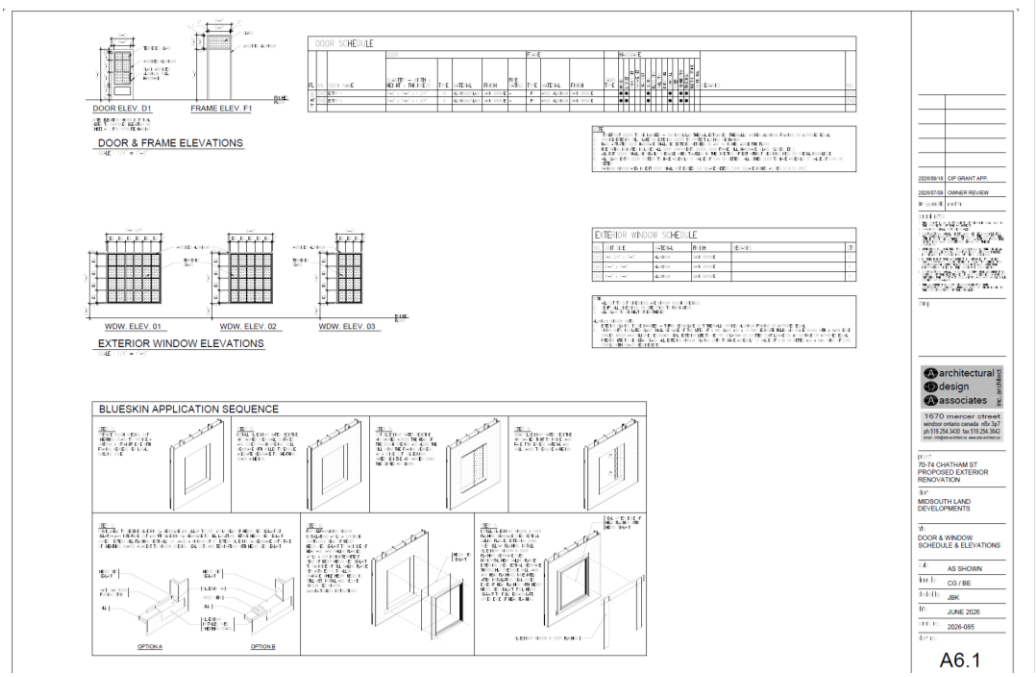
Appendix B Existing Photos and Concept Renderings





Appendix C Proposed Exterior Façade Renovations





Appendix D Grant Completeness and Payment

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☐The applicant to submit an excel spreadsheet summarizing eligible work invoices as shown below. The applicant to submit proof of payment (bank statement snapshot, copy cheques).

Excel Spreadsheet sample available upon request at cip@citywindsor.ca

Application Date								
Project Address								
Invoice Date	Company Name & Address	Invoice #	Proof of Payment (Cheque # or Description)	Work Covered by Invoice (Description)	# of Employees	Cost	HST	Eligibility
				Total	0.00	$0.00	$0.00	

THE CITY OF WINDSOR ONTARIO, CANADA

Council Report: S 123/2026

Subject: CIP University Wyandotte - 1777 University Ave W - Ward 2

Reference:

Date to Council: December 1, 2026
Author: Simona Simion
Planner III Economic Development
519-255-6543 X-6449
ssimion@citywindsor.ca

Planning & Building Services
Report Date: 11/3/2026
Clerk's File #: SPL2026

To: Mayor and Members of City Council

Recommendation:

I. THAT the request made by Joseph Papic (Owner) for the proposed development at 1777 University Ave W to participate in the:

a. Building/Property Improvement Tax Increment Grant Program **BE APPROVED** for the lesser of 100% of the municipal tax increment increase resulting from the proposed development for up to five (5) years or the total eligible costs of the project pursuant to the University Avenue and Wyandotte Street Community Improvement Plan;

b. Municipal Development Fees Grant Program **BE APPROVED** for eligible municipal fees up to a maximum amount of $50,000 pursuant to the University Avenue and Wyandotte Street Community Improvement Plan;

II. THAT Administration **BE DIRECTED** to prepare the Grant Agreement between The Corporation of the City of Windsor and Joseph Papic (Owner) to implement all grant program(s) in accordance with all applicable policies, requirements, and provisions contained within the University Avenue and Wyandotte Street Community Improvement Plan to the satisfaction of the City Planner as to content, the City Solicitor as to legal form, and the City Treasurer as to financial implications.

III. THAT the CAO and City Clerk **BE AUTHORIZED** to sign the agreement to the satisfaction of the City Planner as to content, the City Solicitor as to legal form, and the City Treasurer as to financial implications.

IV. THAT the City Treasurer **BE AUTHORIZED** to issue payment up to $50,000 for Municipal Development Fees Grant Program from the University Avenue and Wyandotte Street Community Improvement Plan Project 7229001 for 1777 University Ave West to Joseph Papic (Owner) upon completion of proposed development (refer to Appendix D Grant Completeness), subject to the satisfaction of the City Planner.

V. THAT Municipal Development Fees Grant Program approved **SHALL LAPSE** and **BE UNCOMMITTED** and **RETURNED** to Reserve Fund 226 if the applicant has not completed the work and fulfilled the conditions of the Municipal Development Fees Grant Program within five (5) years of the approval date.

VI. THAT the City Treasurer **BE AUTHORIZED** to issue payment for the Building/Property Improvement Tax Increment Grant Program to Joseph Papic (Owner) in accordance with the proposed terms and conditions as outlined in this report commencing upon completion of the proposed development (refer to Appendix D Grant Completeness), subject to the satisfaction of the City Planner.

VII. THAT the approval of the tax increment grant **BE RESCINDED** if the applicant has not completed the work and fulfilled the conditions within five (5) years of the approval date.

Executive Summary:

N/A

Background:

Owner: Joseph Papic (Owner)

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

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

Joseph Papic, owner of the property located at 1777 University Ave W (refer to Appendix A Location Map), has applied for financial incentives under the following programs:

- Building/Property Improvement Tax Increment Grant Program;
- Municipal Development Fees Grant Program; and

- Commercial/Mixed Use Building Facade Improvement Program. This program is not applicable as the aim is to increase the visual attractiveness of the corridors through the redesign, renovation or restoration of existing mixed-use building facades within the CIP area.

The applicant has applied for Site Plan Control. This application is under review.

Discussion:

Joseph Papic, owner of the property located at 1777 University Ave W (See Appendix A Location Map), has applied for financial incentives under the University Wyandotte Community Improvement Plan. The property is currently vacant land. The applicant is proposing a combined use building with up to two (2) commercial units on main floor and up to five (5) residential dwelling units on upper floors.

The applicant made an application for Site Plan Control. This application is under review.

This project qualifies for the Building/Property Improvement Tax Increment Grant and Municipal Development Fee Grant Program. The Financial Matters section of this report discusses the estimated grant amount.

If a project is considered a Catalyst Project such as designated heritage property, projects where at least 20% of the residential units are considered affordable or the project is certified LEED bronze the possibility of a five (5) year grant extension, up to a total of ten (10) year. This project does not fulfill any of those requirements and as such is ineligible for the extension.

The University Avenue West/Wyandotte Street West Community Improvement Plan stipulates that municipal taxes must increase by $500 annually as a result of the development to qualify for the Building/Property Improvement Tax Increment Grant Program. Based on the post-development property value assessment estimate, it is anticipated the municipal taxes will increase more than $500 annually. If the tax increase is under $500 after Municipal Property Assessment Corporation (MPAC) has assessed the re-developed property, the project will not qualify for the grant program.

Approval of a financial incentive program application will not be applied retroactively to any work that has taken place prior to the City Council's or delegate's approval to participate in an incentive program. However, Council or its delegate may at its discretion approve including eligible costs incurred between the time that the City receives a complete application for a financial program and the date of the final approval to participate in the program. The applicant assumes all of the risks associated with beginning the eligible works prior to final approval, including the potential for denial of a financial incentive program application. The grant application for the subject property was deemed complete on February 13, 2026.

Building/Property Improvement Tax Increment Grant Program

This program is intended to provide economic incentive for the development, rehabilitation, and redevelopment of properties within the project areas of the CIP. The program provides a grant equal to the lesser of 100% of the increase in municipal property taxes for five years, or total eligible costs of the project, provided that the post-development assessment value of the property determined by the MPAC results in an increase in assessment, and therefore an increase in property taxes.

The applicant will be required to pay the full amount of property taxes owing for each year during the specified duration. However, the property owner will be reimbursed the municipal tax increment amount annually once the final tax bills for each year have been collected. The proposed development of the building is anticipated to increase the assessed value and therefore increase municipal taxes.

Municipal Development Fee Grant Program

The Municipal Development Fees Grant Program is intended to encourage development along the University Ave West and Wyandotte Street West corridors by providing a financial incentive to offset the costs associated with seeking the appropriate planning approvals and building permits for a project.

The applicable Municipal Development Fees, including Minor Variance, if required, Site Plan Control Application fee, and Building Permit application fee will be refunded at 100% of the fees owing to the City of Windsor, up to a maximum amount of $50,000 per project.

Risk Analysis:

There is low risk associated with the approval of the subject University/Wyandotte CIP grant application. An agreement will be prepared between the City and the applicant to ensure all provisions under the University Avenue and Wyandotte Street Community Improvement Plan are met.

The grants will not be paid out until all building permits are closed, and that all procedures and work have been completed to the satisfaction of the City.

The Building/Property Improvement Tax Increment Grant will only be paid out once the post-development property assessment has been determined by MPAC, and the applicant has paid the full amount of property taxes owed for each year of the program's applicability.

There is minimal financial risk associated with the approval of the CIP application. Staff resources are required for the upfront administration of the grant program and finalization of the legal agreement. Limited staff resources related to issuance of annual grants will also be required over the next five (5) years.

The applicant's request for a Building Facade Improvement grant should not be approved, as the program does not apply to the proposed development. Approving the request would set a precedent for funding ineligible projects and no budget is available for this purpose.

Climate Change Risks

Climate Change Mitigation:

Designated Mixed Use Corridor on Schedule D: Land Use of the City of Windsor's Official Plan, the subject property is located in a neighbourhood where development is strongly encouraged. The utilization of an existing vacant lot in an existing neighbourhood promotes energy efficiency, eliminating the need for new development to occur on greenfield sites.

Climate Change Adaptation:

N/A

Financial Matters:

Municipal Development Fee Grant Program

The applicant is eligible under the Municipal Development Fees Grant Program to receive a grant for 100% of the applicable Municipal Development Fees, up to a maximum of $50,000 per property. If the request is approved, funds will be transferred from CIP Reserve Fund 226 to the University-Wyandotte CIP Capital Project (#7229001) to disburse the maximum eligible amount under the Municipal Development Fees Grant Program, upon completion of all eligible work. The current uncommitted balance of CIP Reserve Fund 226 is $371,258.66; however, this balance does not reflect other CIP grant applications currently under consideration that have not yet received final approval.

Building/Property Improvement Tax Increment Grant Program

The program provides an annual grant equal to the lesser of 100% of the increase in municipal property taxes for five (5) years, or total eligible costs of the project.

Based on the proposed redevelopment plan submitted by the owner, Administration has estimated the post-development property value assessment, and the resulting estimated annual and cumulative Tax Increment grant is as follows:

DESCRIPTION	PRE-DEVELOPMENT ($)	POST-DEVELOPMENT ($)	INCREASE ($)

Assessed Property Value	147,000	485,000	338,000
Total Annual Property Tax Levy	4,111	14,652	10,541
Municipal Portion of Annual Taxes	2,903	12,699	9,796
Annual Grant (100%)			9,796
5-year Total Estimated Grant Value			**48,980**

The applicant estimates that total construction costs will amount to $1,479,000. The *Planning Act* stipulates that the total grants under a CIP cannot exceed the eligible costs. The applicant is eligible for total grants of $98,980, comprised of the Municipal Development Fee Grant Program of $50,000, and the Building/Property Improvement Tax Increment Grant Program of $48,980. Combined these grants account for 6.7% of estimated construction costs.

Because the grant Program does not cancel taxes, the applicant must pay the full amount of property taxes annually and will subsequently receive a grant for the difference between the pre and post-development municipal taxes. The City will retain the amount of pre-development (base) municipal taxes throughout the lifespan of the grant program ($2,903 annually or $14,515 cumulatively over five (5) years); however, will be foregoing any incremental property taxes that could otherwise be used to offset future budget pressures ($9,796 annually or $48,980 cumulatively over five (5) years).

The improvements made as a result of the program must be maintained during the term of the CIP.

Consultations:

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

Planning staff have consulted with the applicant prior to accepting the application for the grant program.

The following staff were consulted in the preparation of this report:

- Jose Mejalli - Assessment Management Officer;
- Carolyn Nelson - Manager of Property Valuation & Administration, Taxation, Treasury and Financial Accounting; and

- Michael Okanlawon - Financial Planning Administrator.

Conclusion:

Administration recommends that City Council approve the application made by the Joseph Papic (Owner) at 1777 University Ave W to participate in the Building Property Improvement Tax Increment Grant Program and Municipal Development Fees Grant Program under the University Avenue and Wyandotte Street Community Improvement Plan.

It is also recommended that approval to participate in the program is rescinded if the eligible work is not completed within five (5) years from the approval date.

Approvals:

Name	Title
Simona Simion	Planner III - Economic Development
James Abbs	Manager, Planning – Land Info & Special Projects
Jason Campigotto	Deputy City Planner – Growth
Emilie Dunnigan	Manager Development Revenue & Financial Administration
Lorie Gregg	Executive Director, Financial Planning/Deputy Treasurer
Aaron Farough	Senior Legal Counsel, Legal & Real Estate
Neil Robertson	City Planner
Jelena Payne	Deputy CAO/Commissioner, Economic Development
Janice Guthrie	Commissioner, Finance and City Treasurer
Ray Mensour	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

1 Appendix A Location Map
2 Appendix B Proposed Development
3 Appendix C Grant Completeness and Payment

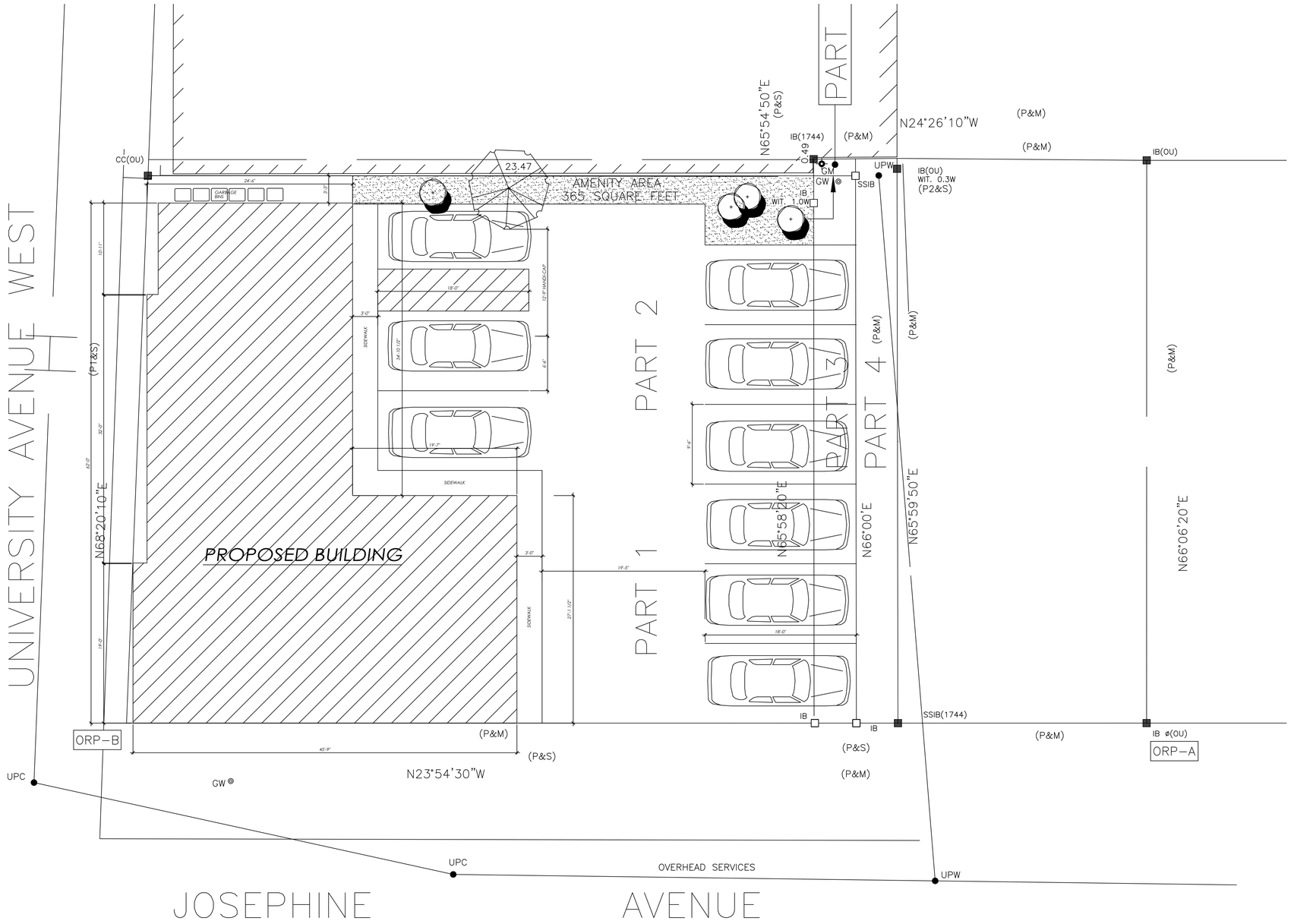


LOCATION MAP : 1777 UNIVERSITY AVENUE WEST

SUBJECT PROPERTY

APPLICANT: JOSEPH PAPIC

0 5 10 20 Meters



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sheet title
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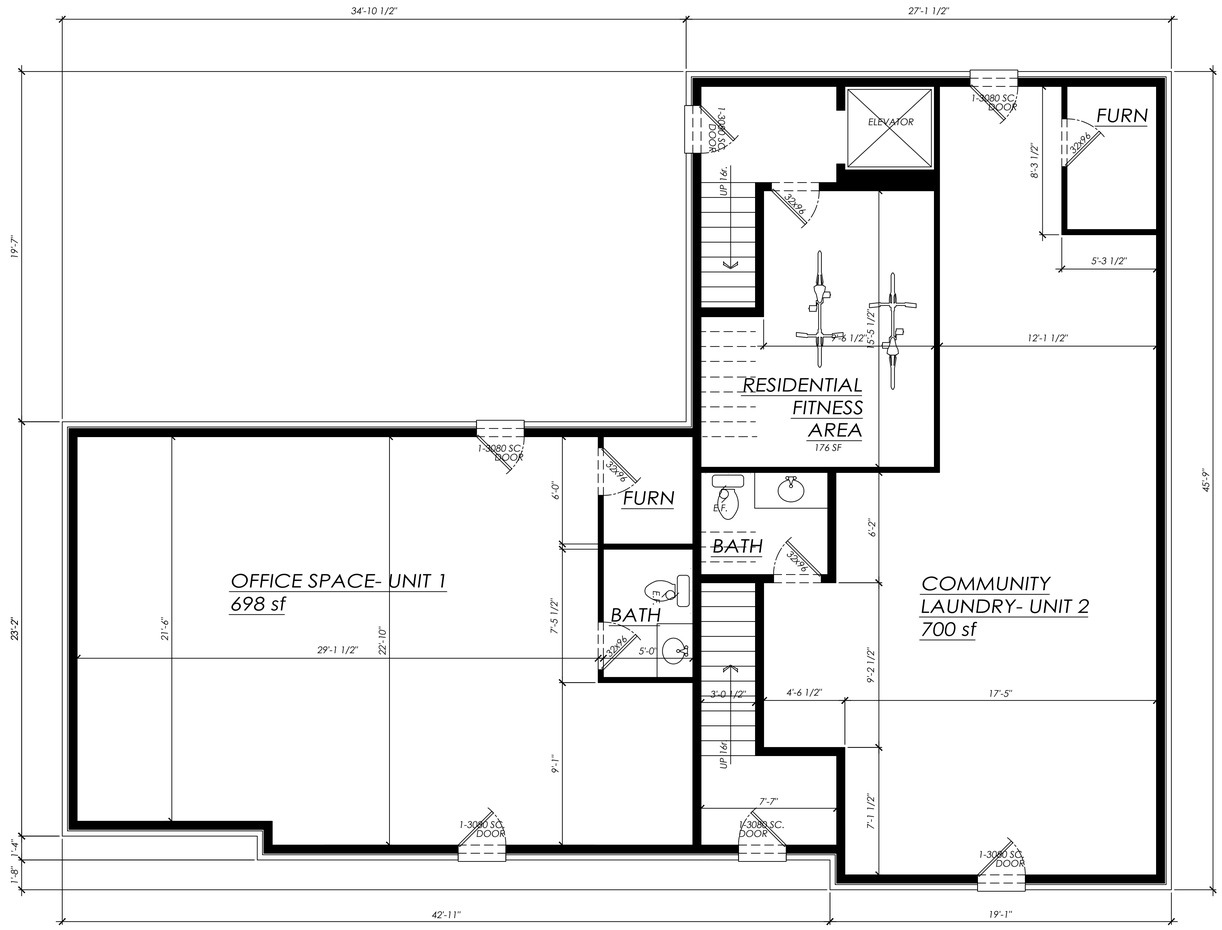

RETAIL FLOOR PLAN
SCALE: 1/4"=1'-0"

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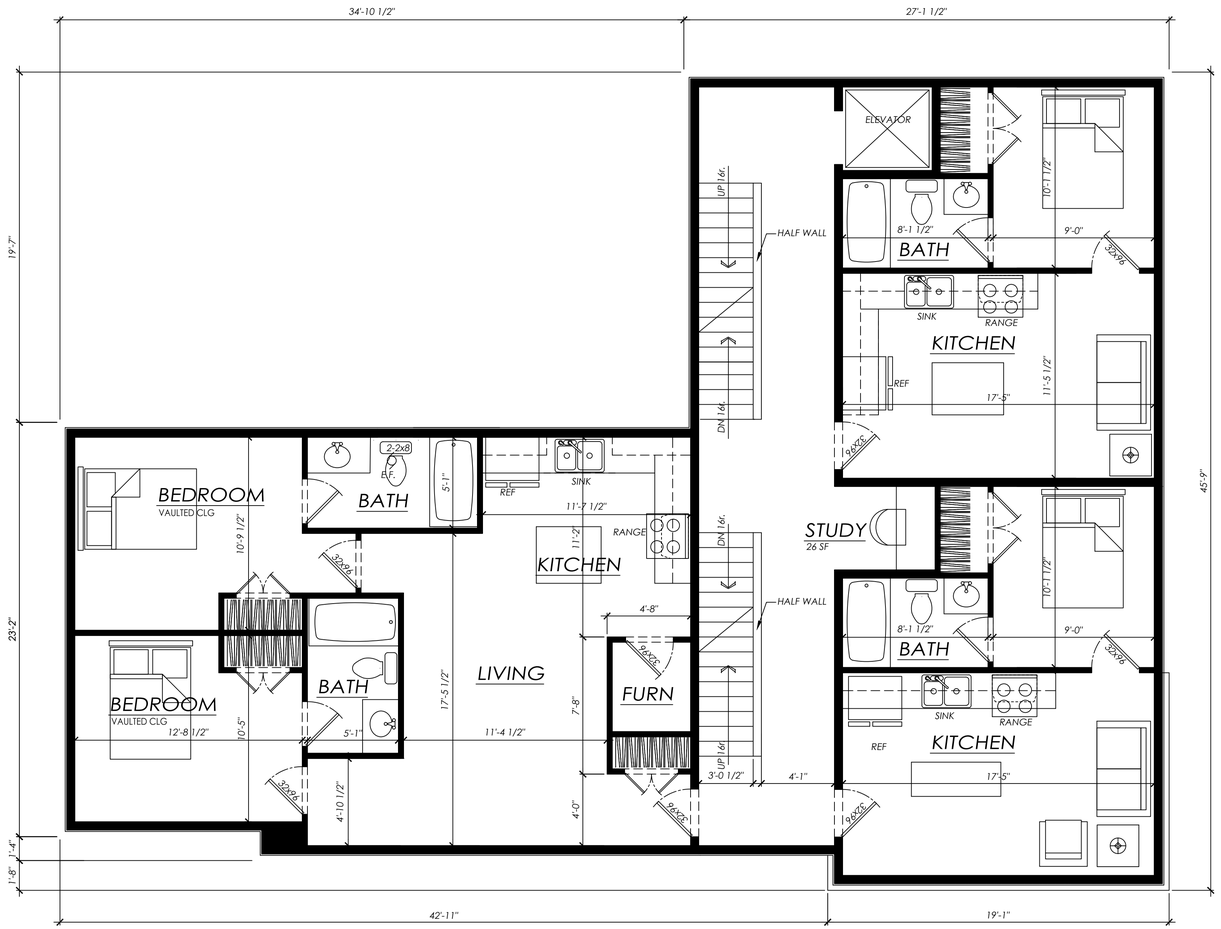

FIRST FLOOR PLAN

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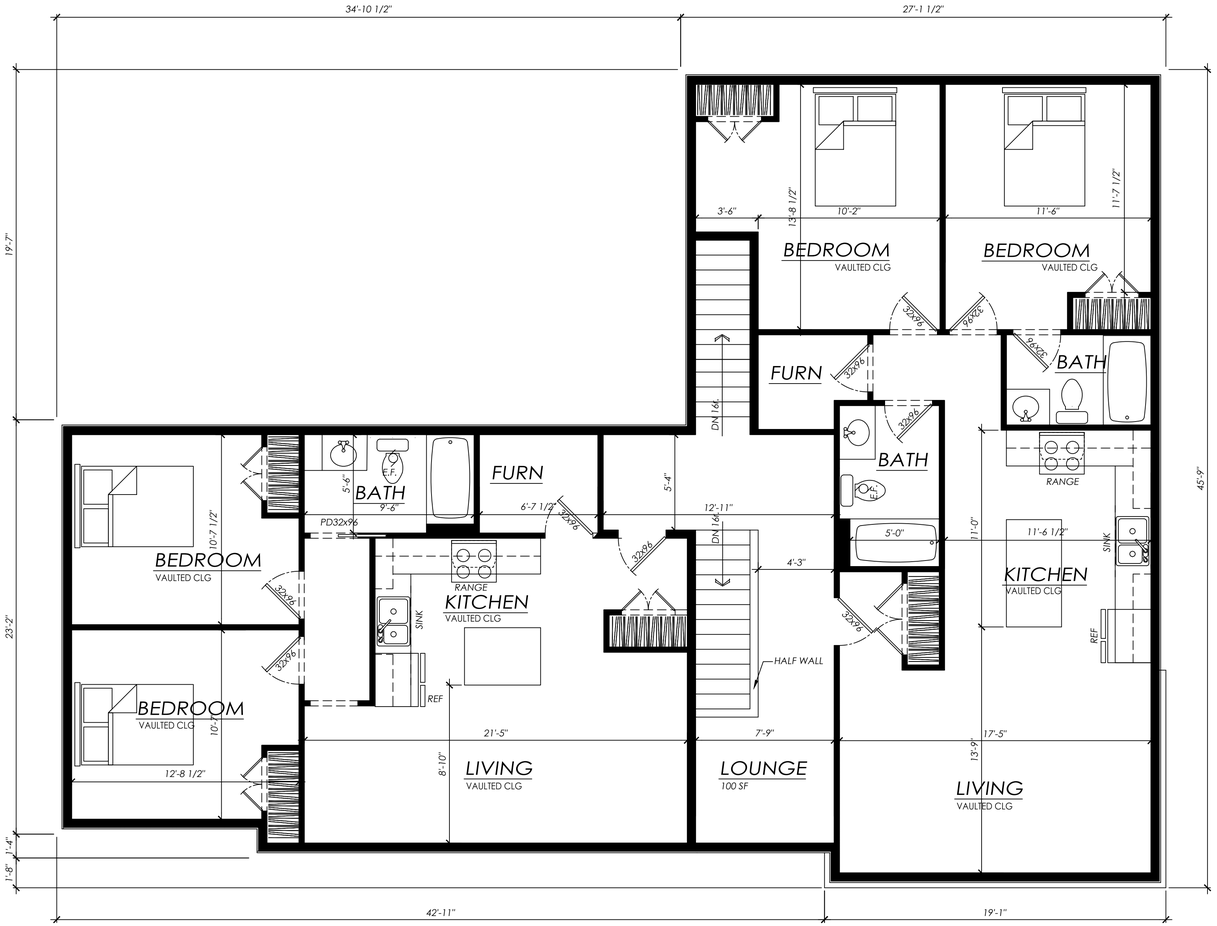

SECOND FLOOR PLAN

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

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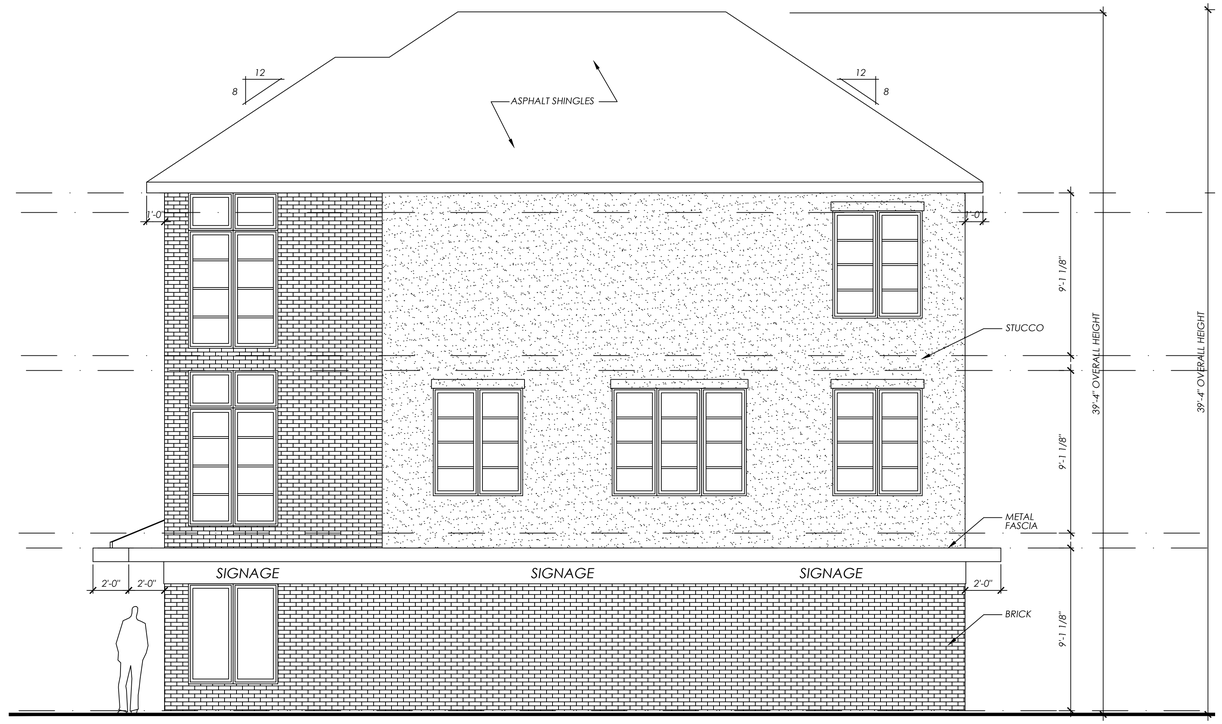
UNIVERSITY AVENUE WEST-ELEVATION

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



JOSEPHINE AVENUE -ELEVATION

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

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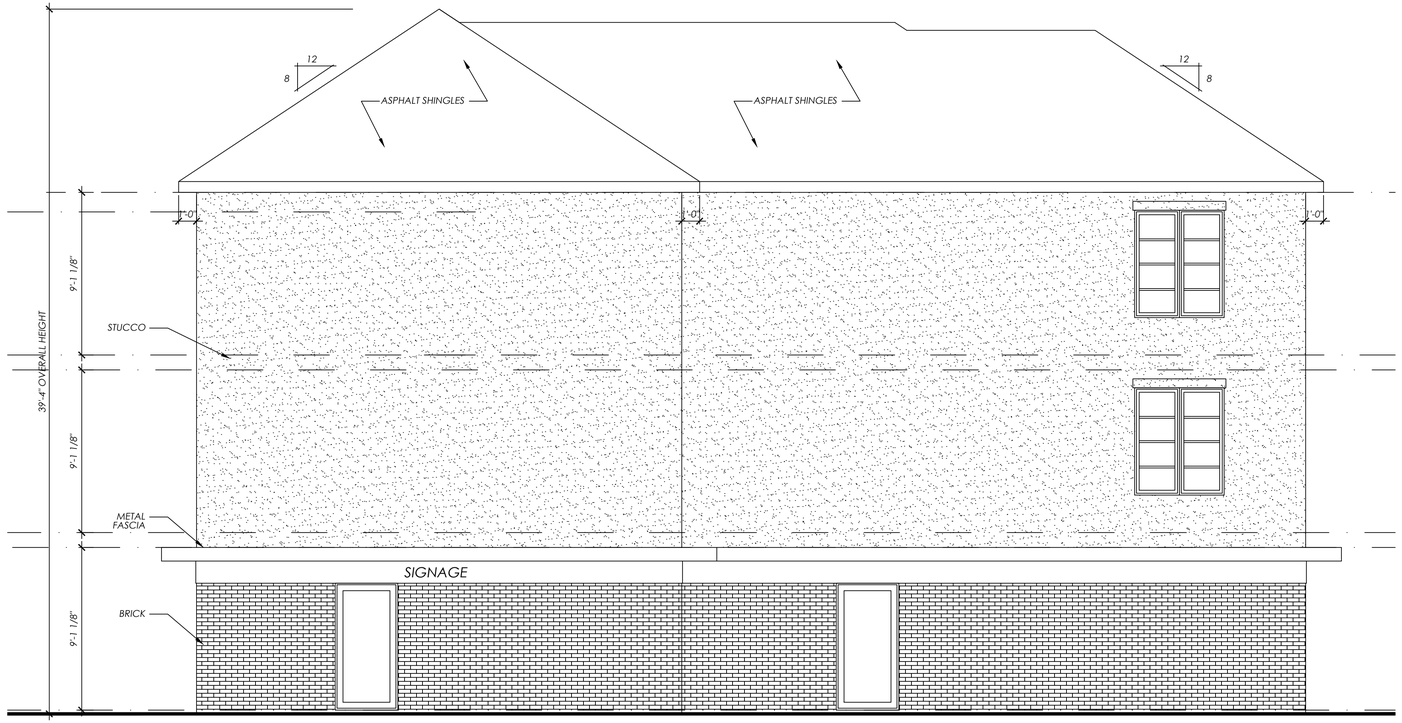
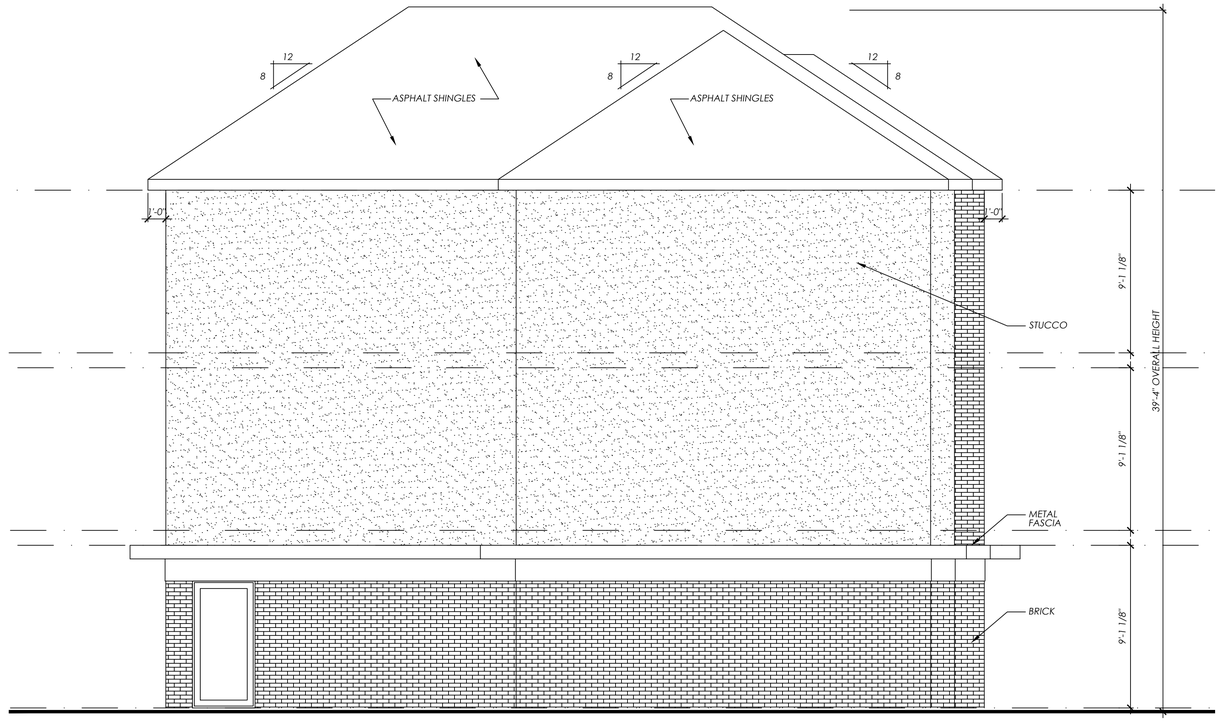


REAR -ELEVATION

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



LEFT -ELEVATION

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

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