City Council Meeting Agenda

Date: Monday, February 10, 2025
Time: 10:00 o'clock a.m.

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

All members will have the option of participating in person in Council Chambers or electronically and will be counted towards quorum in accordance with Procedure Bylaw 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:

Mayor Drew Dilkens

Ward 1 – Councillor Fred Francis

Ward 2 - Councillor Fabio Costante

Ward 3 - Councillor Renaldo Agostino

Ward 4 - Councillor Mark McKenzie

Ward 5 - Councillor Ed Sleiman

Ward 6 - Councillor Jo-Anne Gignac

Ward 7 - Councillor Angelo Marignani

Ward 8 - Councillor Gary Kaschak

Ward 9 - Councillor Kieran McKenzie

Ward 10 - Councillor Jim Morrison

ORDER OF BUSINESS

Item #	Item Description
1.	**ORDER OF BUSINESS.**

2. CALL TO ORDER - Playing of the National Anthem

READING OF LAND ACKNOWLEDGEMENT

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.

3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

4. ADOPTION OF THE MINUTES

5. NOTICE OF PROCLAMATIONS

6. COMMITTEE OF THE WHOLE

7. COMMUNICATIONS INFORMATION PACKAGE (This includes both Correspondence and Communication Reports)

7.1. Correspondence 7.1.1. through 7.1.4. **(CMC 3/2025)**

7.2. Response to CQ 26-2024 and CQ 36-2024: Strategies for Addressing Transportation and Transit Challenges in Twin Oaks Industrial Park – Ward 9 **(C 24/2025)**

7.3. One-Time Provincial Funding to Address Homelessness Encampments **(C 26/2025)**

7.4. Auditor General of Ontario's Annual Report regarding the Implementation and Oversight of Ontario's Opioid Strategy – City Wide **(C 27/2025)**

7.5. AMO Reports on the Opioid Crisis & Homeless Encampments: A Municipal Perspective – City Wide **(C 28/2025)**

8. CONSENT AGENDA

8.1. A By-law to authorize the execution of the Transfer Payment Agreement for the Ministry of the Environment, Conservation and Parks (MECP) Great Lakes Program Grant - City Wide **(C 5/2025)**

8.2. Forest Glade North Servicing Municipal Class Environmental Assessment - Ward 8 **(C 13/2025)**

8.3. Provincial-Division Corridor Improvements Phase 3; Legal Agreement with 2757534 Ontario Inc. (1527 Provincial Road) - Ward 9 **(C 14/2025)**

8.4. Roseland Golf & Curling Club Limited – Name Change **(C 20/2025)**

8.5. Windsor Police Service Board Alarm By-law Approval – City wide **(C 21/2025)**

CONSENT COMMITTEE REPORTS

8.6. Rezoning – Rafco Property Trust Ltd – 0 Howard Ave - Z-032/24 ZNG/7237 - Ward 1 **(SCM 11/2025) (S 148/2024)**

8.7. Zoning By-Law Amendment – Z036-24 (ZNG/7248) - Andi Shallvari – 552 Florence Avenue, Ward 7 **(SCM 12/2025) (S 170/2024)**

8.8. Zoning By-law Amendment Application for 2275 Wellesley Avenue, Z-026/24 [ZNG-7229], Ward 4 **(SCM 13/2025) (S 171/2024)**

8.9. Zoning By-law Amendment Application for 0 Janette Avenue, Z-037/24 [ZNG-7249], Ward 3 **(SCM 14/2025) (S 172/2024)**

8.10. Provincial Planning Statement (2024) Update **(SCM 15/2025) (S 177/2024)**

8.11. Amendment to Heritage Designation By-law No. 281-2003 – 455 Kennedy Drive West, Roseland Golf Course (Ward 1) **(SCM 16/2025) (S 161/2024)**
Clerk's Note: Administration is providing the ***attached*** additional information **(AI 5/2025)**

8.12. Part Closure of north/south alley located between Seminole Street and Reginald Street, Ward 5, SAA-7231 **(SCM 17/2025) (S 173/2024)**

8.13. Amendment to CR399/2024 for Closure of west half of north/south alley located between Montrose Street and Tecumseh Boulevard West, Ward 3, SAA-4133 **(SCM 18/2025) (S 174/2024)**

8.14. Ford City/Building Facade Improvement CIP Application for 1024 to 1026 Drouillard Road. Owner: 1000568826 ONTARIO INC. (c/o: Brian McGinty and Trinamargos)- Ward 5 **(SCM 19/2025) (S 175/2024)**

8.15. Minutes of the Property Standards Committee of its meeting held October 24, 2024 **(SCM 20/2025) (SCM 353/2024)**

8.16. Minutes of the International Relations Committee of its meeting held November 7, 2024 **(SCM 21/2025) (SCM 392/2024)**

8.17. Report No. 54 of the International Relations Committee **(SCM 22/2025) (SCM 393/2024)**

9. REQUEST FOR DEFERRALS, REFERRALS AND/OR WITHDRAWALS

10. PRESENTATIONS AND DELEGATIONS

11. REGULAR BUSINESS ITEMS (Non-Consent Items)

11.1. Declaration of a Vacant Parcel of Land Municipally Known as 0 Francois Road Surplus and Authority to Offer for Sale – Ward 5 **(C 11/2025)**

11.2. Declaration of a Vacant Parcel of Land Municipally Known as 0 Woodlawn Avenue Surplus and Authority to Offer Same for Sale – Ward 9 **(C 12/2025)**

11.3. Forest Glade North Servicing - Rock Developments - Cost Sharing - Ward 8 **(C 18/2025)**

11.4. Declaration of Improved Property Municipally Known as 3136-3146 Walker Road Surplus and Authority to Offer Same for Sale – Ward 9 **(C 23/2025)**

11.5. RFP Update - Jackson Park Feasibility Study - Ward 3 **(C 22/2025)**

12. CONSIDERATION OF COMMITTEE REPORTS

12.1. (i) Report of the Special In-Camera meeting or other Committee as may be held prior to Council (if scheduled)

12.2. Minutes of the Development Charges Task Force of its meeting held July 29, 2024 **(SCM 7/2025)**

12.3. Minutes of the Development Charges Task Force of its meeting held November 18, 2024 **(SCM 5/2025)**

12.4. Report No. 4 of the Roseland Board of Directors of its meeting held January 10, 2025 **(SCM 27/2025)**

12.5. Minutes of the Windsor Accessibility Advisory Committee of its meeting held October 17, 2024 **(SCM 354/2024)**

12.6. Minutes of the Age Friendly Windsor Working Group of its meeting held October 10, 2024 **(SCM 375/2024)**

12.7. Age Friendly Windsor Working Group - 2024 Annual Report **(SCM 3/2025)**

12.8. Community Public Art Working Group - 2024 Annual Report **(SCM 4/2025)**

12.9. Minutes of the Meetings of the Executive Committee and Board of Directors, Willistead Manor Inc., held November 13, 2024 **(SCM 8/2025)**

12.10. Minutes of the Windsor Essex Regional Community Safety and Well-Being Plan's Regional Systems Leadership Table of its meeting held June 12, 2024. **(SCM 10/2025)**

12.11. Minutes of the Windsor Accessibility Advisory Committee of its meeting held December 3, 2024 **(SCM 29/2025)**

13. BY-LAWS (First and Second Reading)

13.1 **By-law 21-2025** - A BY-LAW TO AUTHORIZE THE EXECUTION OF THE TRANSFER PAYMENT AGREEMENT FOR THE GREAT LAKES PROGRAM GRANT BETWEEN THE CORPORATION OF THE CITY OF WINDSOR AND HIS MAJESTY THE KING IN RIGHT OF ONTARIO, REPRESENTED BY THE MINISTER OF THE ENVIRONMENT, CONSERVATION AND PARKS, see Item 8.1.

13.2 **By-law 22-2025** - A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR15/2025, dated January 13, 2025.

13.3 **By-law 23-2025** - A BY-LAW TO ADOPT AMENDMENT NO. 190 TO THE OFFICIAL PLAN OF THE CITY OF WINDSOR, authorized by CR17/2025, dated January 13, 2025.

13.4 **By-law 24-2025** - A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR13/2025, dated January 13, 2025.

13.5 **By-law 25-2025** - A BY-LAW TO ADOPT AMENDMENT NO. 188 TO THE OFFICIAL PLAN OF THE CITY OF WINDSOR, authorized by CR14/2025, dated January 13, 2025.

13.6 **By-law 26-2025** - A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR14/2025, dated January 13, 2025.

13.7 **By-law 27-2025** - A BY-LAW TO ASSUME KENT STREET FROM MALDEN ROAD TO A LINE DRAWN BETWEEN THE EASTERLY LIMITS OF LOTS 153 AND 230, REGISTERED PLAN 553, BEING SHOWN AS KENT STREET ON REGISTERED PLAN 553, IN THE CITY OF WINDSOR, authorized by M98/2012, dated February 21, 2012.

13.8 **By-law 28-2025** - A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS MEETING HELD ON THE 10TH DAY OF FEBRUARY, 2025.

14. MOVE BACK INTO FORMAL SESSION

15. NOTICES OF MOTION

16. THIRD AND FINAL READING OF THE BY-LAWS

By-law 21-2025 through 28-2025 inclusive

17. PETITIONS

18. QUESTION PERIOD

18.1. Summary of Outstanding Council Questions as at January 30, 2025 **(SCM 33/2025)**

18.2. Outstanding Council Directives as of January 13, 2025 **(SCM 32/2025)**

19. STATEMENTS BY MEMBERS

20. UPCOMING MEETINGS

Development & Heritage Standing Committee
Monday, February 3, 2025
4:30 p.m., Council Chambers

Community Services Standing Committee
Wednesday, February 5, 2025 – **CANCELLED**
9:00 a.m., Council Chambers

City Council Meeting
Monday, February 24, 2025
10:00 a.m., Council Chambers

21. ADJOURNMENT

THE CITY OF WINDSOR ONTARIO, CANADA

Correspondence Report: CMC 3/2025

ATTACHMENTS

Subject: Correspondence for Monday, February 10, 2025 City Council Meeting

No.	Sender	Subject
7.1.1	Ministry of Natural Resources	Update to proposed regulation regarding Minister's Permit and Review powers under the *Conservation Authorities Act.* Commissioner, Economic Development Commissioner, Community & Corporate Services City Planner GP2025 Note & File
7.1.2	Association of Municipalities of Ontario (AMO); and Mayor – Municipality of Casselman	Social and Economic Prosperity Review Commissioner, Finance & City Treasurer Commissioner, Economic Development Commissioner, Community & Corporate Services Commissioner, Human & Health Services MMA/14375 COUNCIL DIRECTION REQUESTED, Otherwise Note & File
7.1.3	City Planner / Executive Director	Application for Zoning By-Law Amendment, Ahmad Zrabah, 1550-1576 Randolph Avenue, to allow one new semi-detached residential dwelling with reduced minimum front yard depth. Z/14923 Note & File
7.1.4	Committee of Adjustment	Applications to be heard by the Committee of Adjustment/Consent Authority, Thursday, February 13, 2025. Z2025 Note & File

From: ca.office (MNR) <ca.office@ontario.ca>
Sent: Friday, January 17, 2025 1:44 PM
To: ca.office (MNR) <ca.office@ontario.ca>
Subject: Update: Proposed regulation regarding Minister's Permit and Review powers under the Conservation Authorities Act

*This email is being sent on behalf of Jennifer Keyes, Director, Development and Hazard Policy Branch **

Good afternoon:

I am writing to you today to notify you of a new regulation prescribing the circumstances under which the Minister of Natural Resources ("Minister") may make permitting decisions in the place of a conservation authority or review a conservation authority's permitting decision.

New provisions in the *Conservation Authorities Act* came into effect on April 1, 2024, that included powers for the Minister to 1) issue an order to prevent a conservation authority from issuing a permit and to take over the permitting process in the place of a conservation authority ("Minister's permit"), and 2) review a conservation authority permit decision at the request of the applicant ("Minister's review"). It is important to note that when making a permitting decision using one of these tools, the Minister is required to satisfy the same legislative criteria concerning natural hazards and public safety that are considered by conservation authorities.

The new regulation sets out the circumstances under which the Minister may use these powers as circumstances where the proposed development activity or other activity, in the opinion of the Minister, pertains to or supports a matter of provincial interest described in the regulation. Additionally, it includes a transparent process for individuals or businesses to request the use of these powers and sets out the information that must be submitted as part of such a request. This regulation came into effect on January 1, 2025.

A Decision Notice is available at the Environmental Registry of Ontario, posting #019-8320 and supporting information describing the process for requesting the use of these powers is available online.

If you have any questions, please reach out to the Ministry of Natural Resources at ca.office@ontario.ca.

Sincerely,
Jennifer

Jennifer Keyes
Director, Development and Hazard Policy Branch

Ministry of Natural Resources

Ontario

Taking pride in strengthening Ontario, its places and its people

Please Note: As part of providing accessible customer service, please let me know if you have any accommodation needs or require communication supports or alternate formats.

Subject: Support Needed for Fixing Municipal Funding - Soutien nécessaire pour réparer le financement municipal

From: Geneviève Lajoie <glajoie@casselman.ca>
Sent: Wednesday, January 15, 2025 1:36 PM

Subject: Support Needed for Fixing Municipal Funding

Dear Mayor Drew Dilkens and Councillors Fred Francis, Fabio Costante, Renaldo Agostino, Mark McKenzie, Ed Sleiman, Jo-Anne Gignac, Angelo Marignani, Gary Kaschak, Kieran McKenzie, Jim Morrison,

I urge your council to support the resolution calling on the provincial government to undertake a Social and Economic Prosperity Review.

Municipalities like ours provide essential services that people rely on every day, but the way we're funded is broken. Here's why:

- **We're asked to do more with less.**
- **Property taxes can't keep up.**
- **Costs are rising while funding falls short.**

The province continues to offload more responsibilities onto municipalities without enough funding to cover the costs. Unlike income or sales taxes, property taxes don't grow with the economy or inflation. They are based on fixed property values and don't automatically increase as economic conditions change. This leaves municipalities struggling to fund services, while families, seniors, and small businesses shoulder an unsustainable burden.

Our communities are being squeezed. Families and businesses are paying the price as we fight to maintain basic services. The system is broken, and it's time we fix it - property taxpayers can't keep carrying this weight alone.

The Association of Municipalities of Ontario (AMO) is calling on the province to sit down with municipalities to review this funding system and find fair solutions. More than 150 municipalities have already joined this effort, and we have a chance to stand with them.

By passing this resolution, we're sending a clear message: enough is enough. It's time to fix this broken system and ensure fair funding for our communities.

Supporting and sharing this resolution means advocating for a system that:

- **Invests in what people care about—housing, public safety, and essential services.**
- **Reduces the burden on property taxpayers.**
- **Gives municipalities the tools to meet their communities' needs.**

Let's stand up for the people who rely on us to fight for their future. Be part of the solution by supporting this resolution and helping spread the message. Together, we can create real, lasting change.

Included in the attachments are resources like a draft resolution, a detailed review, and a one-pager to help your council take action.

For more details, visit: https://www.amo.on.ca/policy/social-and-economic-prosperity-review

Sincerely,

Genevieve Lajoie
Mayor /Mairesse

Municipalite de/Municipality of Casselman

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A Social and Economic Prosperity Review: Let's Build a Stronger Ontario

Municipalities provide the services that Ontarians rely on every day. The fiscal framework that enables municipalities to do this work is broken. Failing to fix this problem fails residents, small businesses, health and public safety partners, and major industries.

AMO calls on Premier Ford to do what taxpayers expect – work together with municipal governments to get it done for Ontarians.

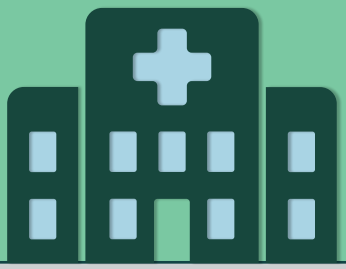
Strong and sustainable municipalities mean safe, healthy, affordable and prosperous communities through investments in what Ontarians care about most, including:

Housing

Addressing housing affordability and supporting growth

Municipalities own and operate half a trillion dollars of public infrastructure. Over the next 10 years, they are planning for more than $250 billion of capital expenditures – with around $100 billion related to growth.





Healthcare

Shortchanging municipalities shortchanges healthcare

In 2022, municipalities across Ontario spent $3.3 billion on health despite only receiving $1.8 in provincial grants. When public health, long-term care, and ambulance funding don't keep pace with need, we see the impacts in hospitals across the province.

Cost of Living

Higher property taxes aren't the answer

Ontario has the second highest property taxes in Canada and they continued to rise in 2024 as municipalities dealt with inflation, growth, and issues like homelessness. Property taxpayers – including seniors on fixed incomes and struggling small businesses – simply cannot afford to pay for more.





Public Safety

Maintaining public safety is a top priority

Municipal resources fund police forces. The impacts of inadequate approaches to mental health, addictions and homelessness challenges put police resources under strain.

Ontario municipalities need a strong provincial partner to help us meet the challenge.

AMO continues to ask the provincial government to sit down with municipalities and work together on a social and economic prosperity review. This should include a joint review of revenues, costs and financial risks, as well as an analysis of Ontario's infrastructure investment and service delivery needs.





The goal is to update the provincial-municipal fiscal relationship to support strong economic foundations, sustainable communities, and quality of life. While these conversations are already happening in the media and at dinner tables, AMO's Memorandum of Understanding with the provincial government is the ideal framework for a formal collaboration where we can work together to achieve real results for Ontarians. The municipal fiscal sustainability challenge is urgent, province-wide, and central to Ontario's social and economic prosperity.

Join Ontario's municipalities in this important initiative.

Working together, we can build a better Ontario.

Housing

Healthcare

Cost of Living

Public Safety

AMO Association of Municipalities of Ontario
155 University Avenue Suite 800, Toronto, ON M5H 3B7
416.971.9856 | policy@amo.on.ca | www.amo.on.ca

Social and Economic Prosperity Review







Association of Municipalities of Ontario

Executive Summary

Concern about the financial sustainability of municipal government in Ontario is nothing new. It's a systemic problem with a direct line to decisions made in the 1990s when the province downloaded a big portion of its budget deficit onto the shoulders of property taxpayers, including homeowners with fixed incomes and small businesses. In 2008, new arrangements bought some time for the province and municipalities, but time has now run out. The predictable consequences of the 1990s downloading, mixed with historic growth pressures and inflation, are playing out in municipal budgets across the province in 2024 and beyond.

These fiscal arrangements are not working for communities or the businesses and industries at the foundation of local economies. They are not working for property taxpayers during an affordability crisis. They are not working for the people experiencing homelessness, gridlock and declining infrastructure. They are not working for communities stepping up to prepare for the massive impacts of climate change. The province has recognized the unsustainable nature of current arrangements with its New Deal for Toronto. But these structural challenges extend well beyond Toronto's borders and impact every municipality – big and small – across the province.

That is why AMO wants to undertake a Social and Economic Prosperity Review. We are proposing a detailed and objective analysis of the current fiscal arrangements for services and infrastructure investment that is affordable for both orders of government and for taxpayers.

The current provincial government did not create this problem, but it has the resources and the wherewithal to solve it. People expect all orders of government to work together to tackle complex problems, make tough decisions and to provide the services people and businesses rely on. AMO is calling on the province to make this commitment in its 2024 Budget.

Ontario's municipalities are critical to economy and quality of life

A strong relationship between the Government of Ontario and its 444 municipal governments is the foundation for our collective prosperity. Municipal governments are a key partner in a resilient economy, investing revenues of almost $65 billion in important public services and infrastructure each year. These investments in Ontario are equivalent to roughly one third of annual provincial spending.

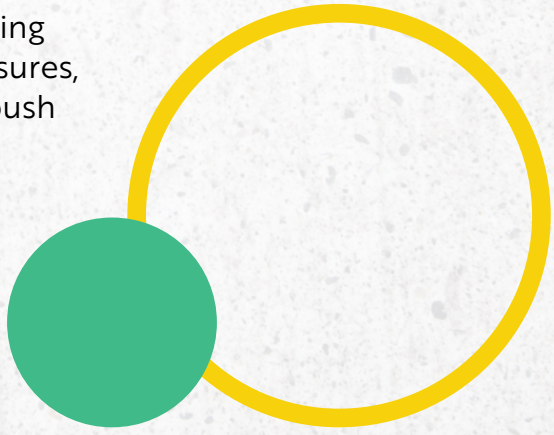
Ontario's municipalities own and operate nearly half a trillion dollars of infrastructure – more than both the provincial and federal governments – that is foundational to Ontario's economy and quality of life. Engaging in long-term processes to make the best possible decisions to manage these assets is a core municipal focus. Municipalities are constantly looking to the future to understand what infrastructure will be needed to support residents and the economy, and planning and investing to meet evolving needs.

Municipal governments provide critical services that Ontario's residents and businesses rely on most every day. They are responsible for land-use planning and development to build safe and complete communities with sound environmental management. They oversee important energy distribution and conservation activities that power communities. They fund the emergency services that keep residents and businesses safe.

As the level of government closest to the people, municipalities respond to increasing social pressures by delivering programs and services to support their residents at all ages and stages of life, including public health, long-term care, childcare and parks and recreation. These critical services drive inclusive growth and build the vibrant communities that make Ontario a great place to live, work and invest.

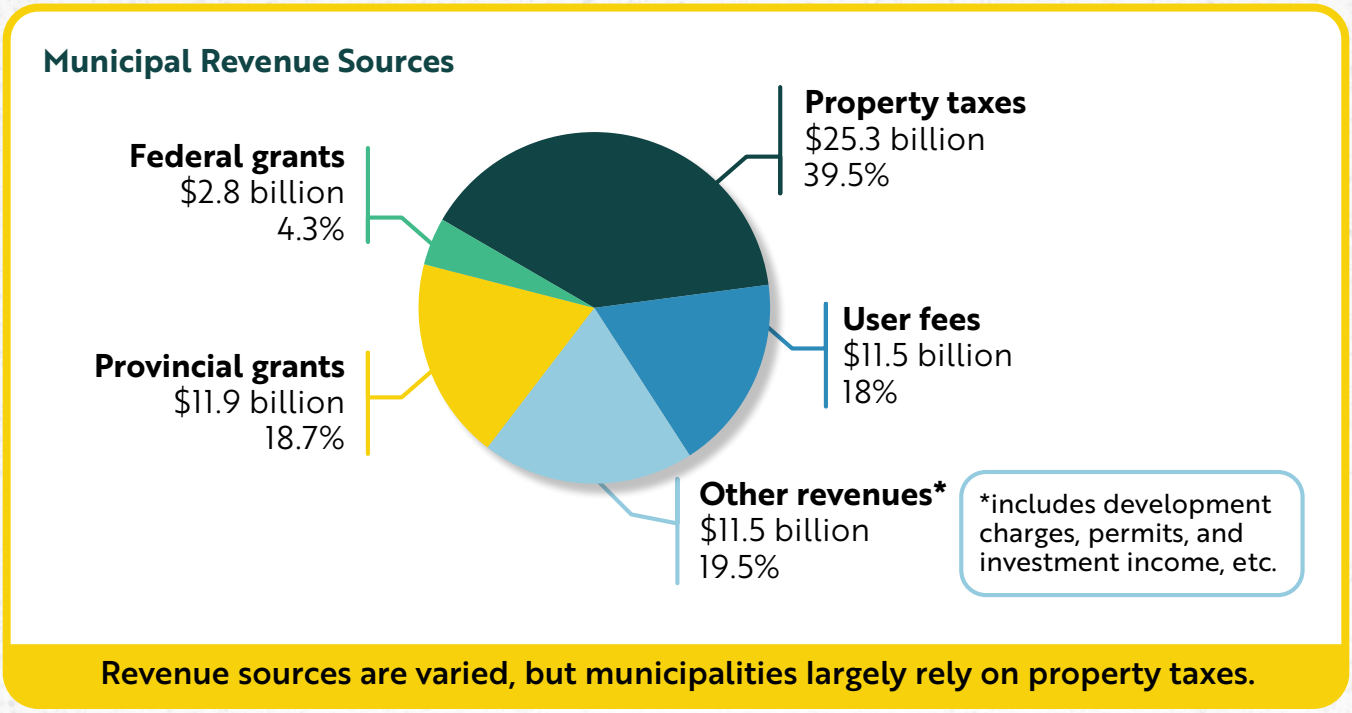
Ontario's municipal fiscal framework is failing residents, businesses and major industry

The fiscal framework that underpins municipalities' ability to deliver the infrastructure and services critical to Ontario's economic and social prosperity is broken. Long-standing structural problems have combined with growth pressures, economic factors, and provincial policy decisions to push municipalities to the brink.



Municipal revenues do not grow with the economy or inflation

Municipalities rely primarily on property taxes and user fees to generate the revenues needed to pay for important infrastructure and services.



Revenue sources are varied, but municipalities largely rely on property taxes.

Unlike income or sales taxes, property taxes don't grow with the economy or nominally with inflation. In 2022, annual average inflation was a historical 6.8%. While federal and provincial governments saw record revenue growth in 2022 driven by inflation and economic activity, municipalities were left to contend with the rising costs of labour, construction materials, and interest rates without a corresponding increase in revenues.

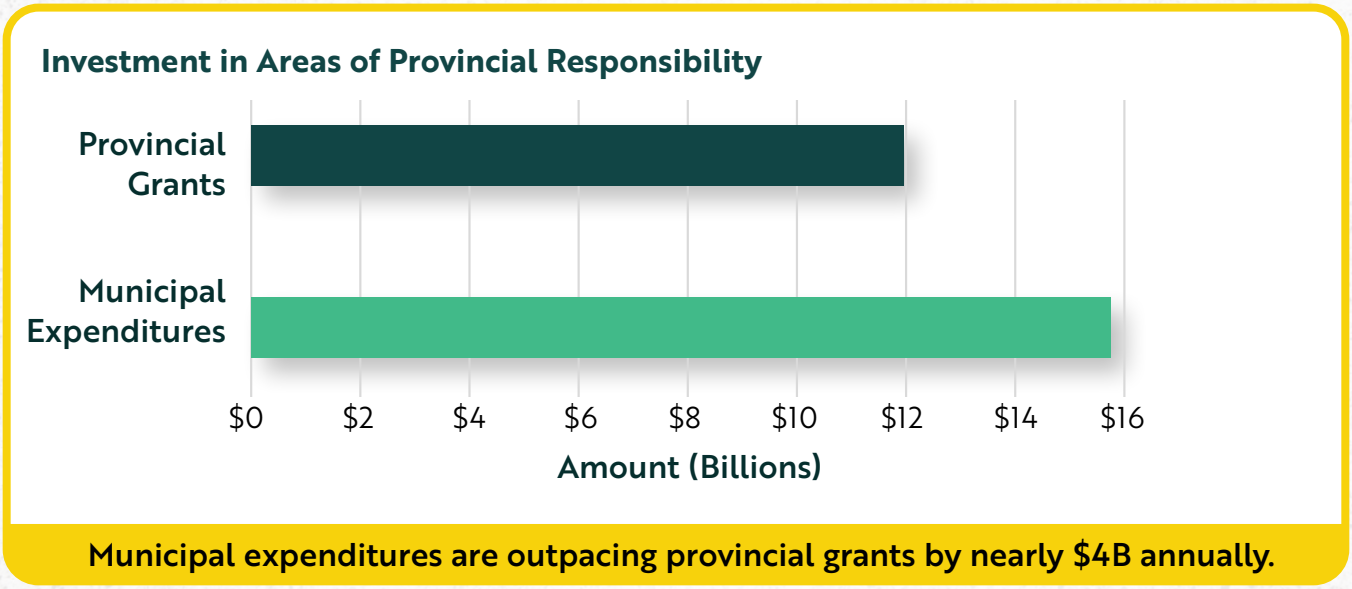
Most federal and provincial grants to municipalities don't grow with inflation either. Provincial funding for programs like the Ontario Municipal Partnership Fund (OMPF) help to support stronger, more resilient communities across Ontario. Since 2019, OMPF funding has remained stagnant at $500 million a year and has not kept pace with inflationary pressures.

Municipalities subsidize the provincial treasury by almost $4 billion a year

Almost one third of municipal annual expenditures pay for services that typically fall under provincial jurisdiction in other provinces.

Service	Municipal Expenditures (2022)
Housing	$2.7 billion
Health services	$3.3 billion
Social services	$9.7 billion

Provincial contributions offset these costs – but only in part. As a result, in 2022, municipal expenditures in these areas outpaced provincial grants by $3.8 billion *and growing.*



Municipal expenditures are outpacing provincial grants by nearly $4B annually.

Municipal subsidies continue to accumulate. For example, communities in Ontario must cover 10% of hospital capital construction costs, and 100% of the costs of furniture, fixtures and equipment for new hospitals. AMO estimates that municipalities and property taxpayers are currently on the hook for more than $400 million in hospital capital and equipment costs that should rightfully be funded by the provincial treasury.

Major investments from all orders of government are needed to fund unprecedented growth

Ontario's population is surging and will continue to grow as the federal government targets 500,000 new immigrants per year by 2025. To support this growth, municipalities are committed to doing everything they can to help the province's goal of building 1.5 million homes by 2031. This ambitious housing target depends on essential municipal infrastructure and the public investment to support it – from water systems to sewers, roads and transit systems, emergency service stations, waste management facilities, parks and community centres.

Municipalities across Ontario are working to plan what infrastructure is needed to support this growth and how to pay for it. Ontario's municipalities are planning for $250 - $290 billion in capital expenditures over the next decade – with around $100 billion of that investment being connected to growth.

In the fall of 2022, Bill 23 fundamentally undermined municipal tools to finance growth, creating a $1 billion annual hole in municipal balance sheets. In November 2022, the government committed to "keep municipalities whole" from the fiscal impacts of the bill. Unless fully offset, this will result in property tax increases, user fee hikes, and/or service reductions.

York Region's 2024 budget illustrates how growing needs and provincial policies are squeezing municipalities:

- **2024 Capital Budget: $1 billion**
- **10-Year Capital Plan: $11.6 billion**
- **Impact of Bill 23: $700 million decrease in revenues over 10 years**
- **Impact of provincial housing targets: $1.7 billion growth in 10-year capital plan to meet 60% of targets**
- **Unfunded capital to meet 100% of provincial housing targets: $2.6 billion**

Growth is not the only infrastructure pressure that municipalities across the province face. In 2021, the Financial Accountability Office estimated that the cost to bring *existing* municipal assets to a state of good repair was approximately $52 billion.[1] Municipalities have worked hard to make significant progress in the way that existing infrastructure assets are managed. The pressure to support growth cannot undermine the sound long-term management of existing assets.



[1] Financial Accountability Office, Municipal Infrastructure (2021)

Municipalities can't – and shouldn't – fix Ontario's fraying social safety net on the backs of property taxpayers

Increasing demands on finances have not stopped municipalities from stepping up to address challenges as the government closest to the people. However, the financial tools available to municipalities were never intended to support income redistribution, resulting in growing unmet needs that are undermining Ontario's economic and social prosperity.

Homelessness has reached disastrous proportions in Ontario, with devastating impacts on people, communities, and businesses across the province. The challenge continues to grow in the face of sky-rocketing food and shelter costs and a reluctance to reverse the policy choices of successive provincial governments over the past three decades that have contributed to the current crisis. Homelessness remains a challenge felt most by municipal governments, where municipalities are left to manage the symptoms of systemic challenges without the means to address root causes. This approach is both costly and ineffective.

Demand outpaces housing options for our most vulnerable Ontarians. There are now nearly 1,400 encampments in municipalities across Ontario.

In the last five years, property taxpayers have seen a 200% increase in costs to support homelessness services in their communities.



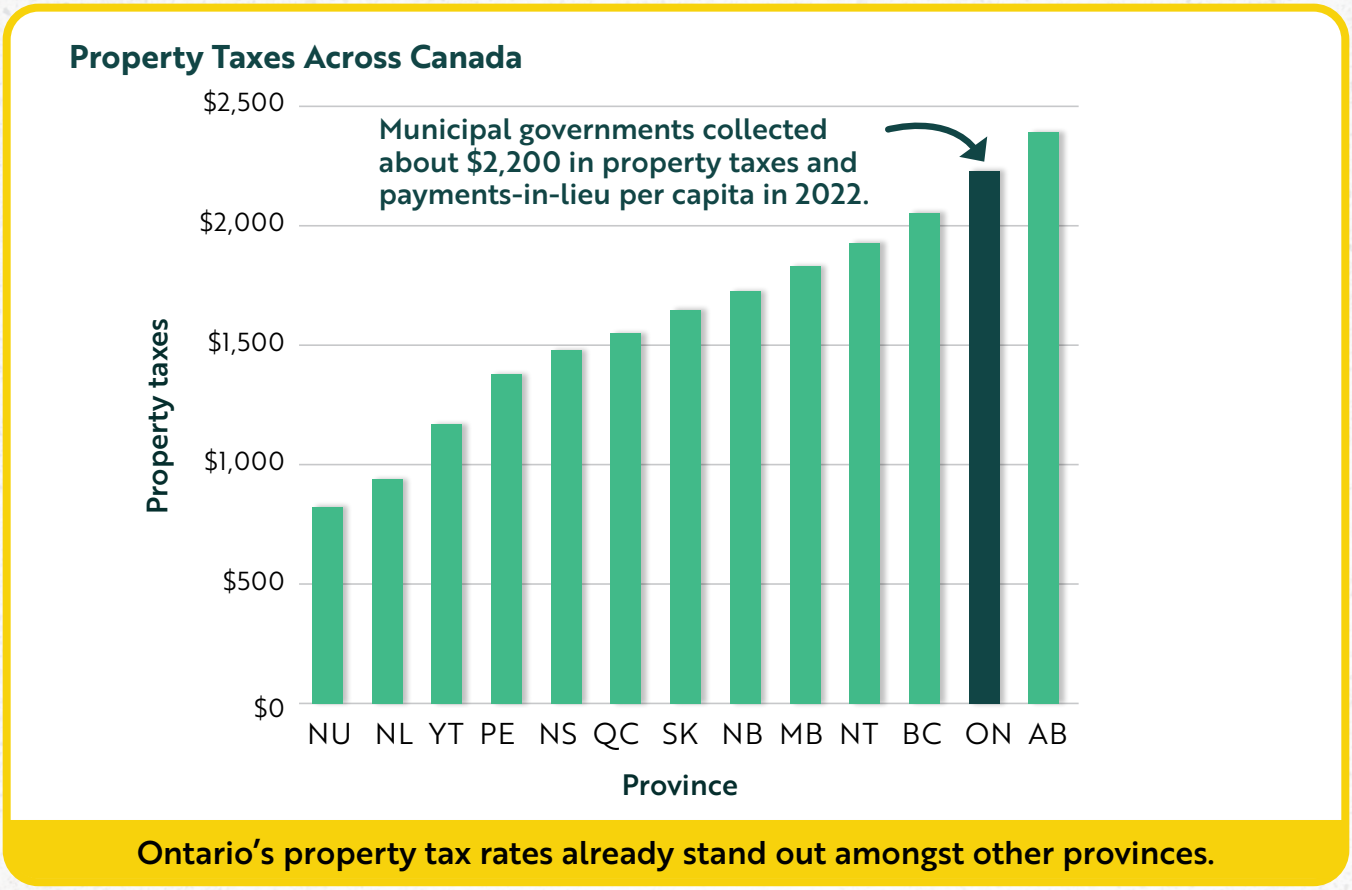
While municipalities continue to spend approximately $1 billion each year on community housing, there is existing – and growing – unmet needs for additional community housing stock. The Canadian Housing and Renewal Association recently determined that approximately 140,000 new deeply affordable units are needed in Ontario to approach the OECD average.[2] Investing in community housing is just that, an investment that pays returns in the form of economic productivity – but municipalities cannot do it alone.

Property tax is not an appropriate or sufficient revenue tool to generate funds for income redistribution programs such as social housing. Property taxpayers, including people on fixed incomes and struggling small businesses cannot afford to subsidize income redistribution for those most in need.

[2] The Impact of Community Housing on Productivity, Canadian Housing and Renewal Association (2023)

The time to update the provincial-municipal fiscal relationship is long overdue

As of 2022, property taxes in Ontario were already amongst the highest in the country at $2,200 per capita.



Ontario's property tax rates already stand out amongst other provinces.

In 2024, many municipalities will be compelled to raise property taxes to address a "perfect storm" of factors – including inflation, interest rates, growth, ongoing subsidies to provincial responsibilities, and revenue gaps created by provincial policies. These increases will feed housing affordability challenges and will not be sufficient to put municipalities on a sustainable path.

The province has suggested that municipalities are sitting on billions of dollars of reserve funds that can be exhausted to address pressures. The province knows this is false. Municipal reserves are mostly regulated by legislation and help ensure that municipalities can build and sustain critical infrastructure over the long term without significant fluctuations to property taxes. They are an important factor that enable municipalities to maintain overall fiscal health and access the limited borrowing that is allowable when appropriate. They cannot sustainably cover current commitments, new investments and ongoing fiscal needs.

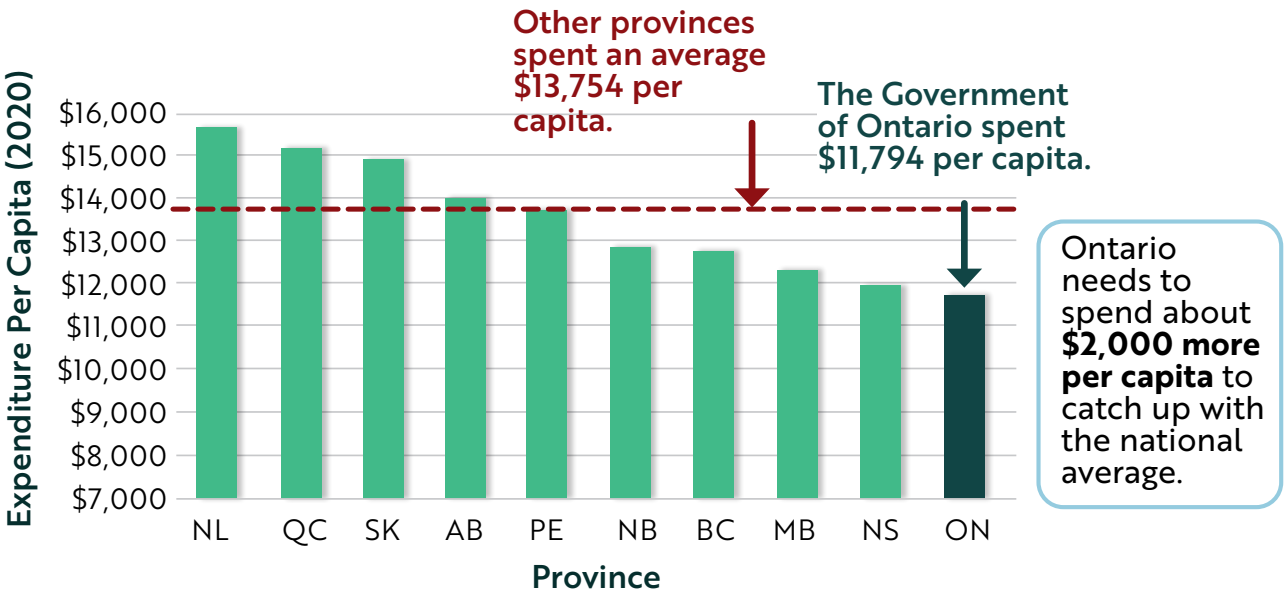
The system is broken and needs to be fixed, or Ontario risks undermining the foundations of its prosperity.

The province can – and should – invest more in Ontario's prosperity.

Ontario has been under-investing in programs for years

Ontario's program spending is already the lowest in Canada at $11,974 per capita. This is nearly $2,000 lower than what other provinces are spending on average. In areas like post-secondary education, children and social services, and education – the foundations of economic competitiveness in a knowledge economy – the province's real per capita spending have all declined by over 10% since 2018.

Provincial Per Capita Spending Across Canada



Ontario's per capita spending is the lowest in Canada.

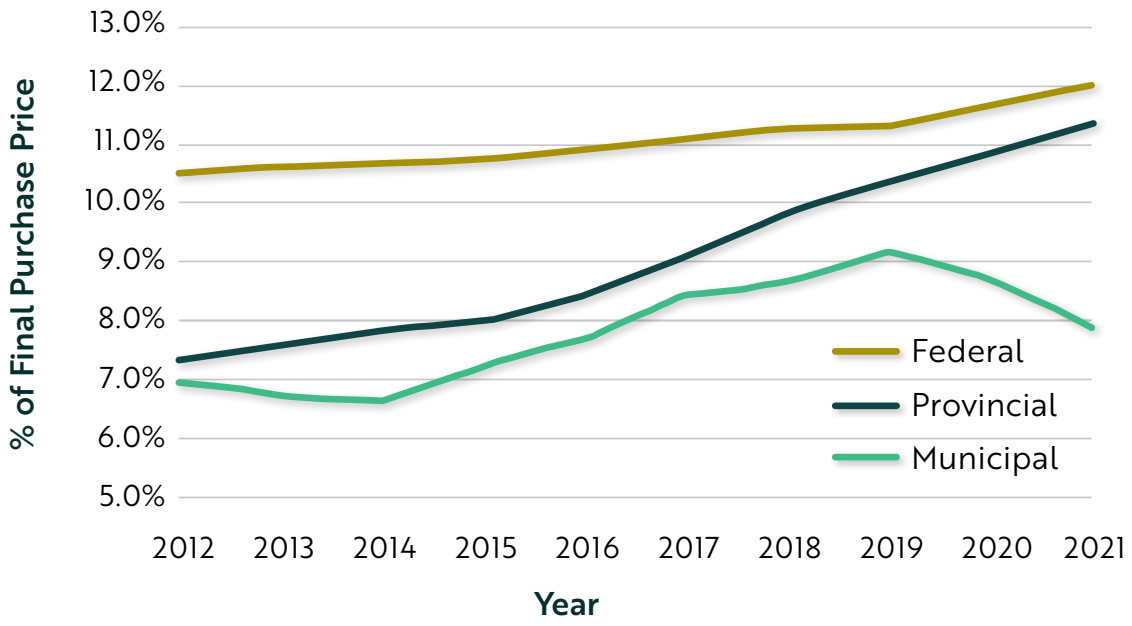
The 2021 Ontario Fall Economic Statement projected a 3% increase in year-over-year program expense growth. By contrast, Ontario's municipalities saw an 8% increase in operating expenses year-over-year over the same period, from 2021 to 2022.

Despite projected deficits, Ontario fiscal fundamentals remain strong

The Ontario government continues to maintain a strong fiscal position. For 2023-2024, the projected $5.6 billion deficit includes a $5.4 billion contingency fund and $1 billion in reserves. According to the Canadian Centre for Policy Alternatives, deficit, debt-to-GDP ratios and the percent of revenues going towards interest payments are all at 10-year lows.[3] Unlike municipalities, the province benefits from strong year-over-year revenue growth that grows with the economy.

The province continues to be a key beneficiary of housing market growth. For each new home built in Ontario, the federal and provincial governments take a share of 39% and 37% respectively of total taxes, compared to local governments' 24%.[4] This includes the $4.48 billion in provincial revenues from Land Transfer Taxes alone in 2022. As illustrated in the graph below, the provincial government's share of the purchase price of a new home has climbed steeply over the past 10 years – increasing by 55% compared to local governments' 13%.

Total Government Taxes in New Build Purchase Price



Municipalities in Ontario retain the lowest share of the total purchase price of a home.

[3] Canadian Centre for Policy Alternatives, Fall Update: Ontario's Projected Deficit is an Accounting Fiction (2023)

[4] Canadian Centre for Economic Analysis, An Uncomfortable Contradiction: Taxation of Ontario Housing (2023)

City Council Meeting Agenda - Monday, February 10, 2025
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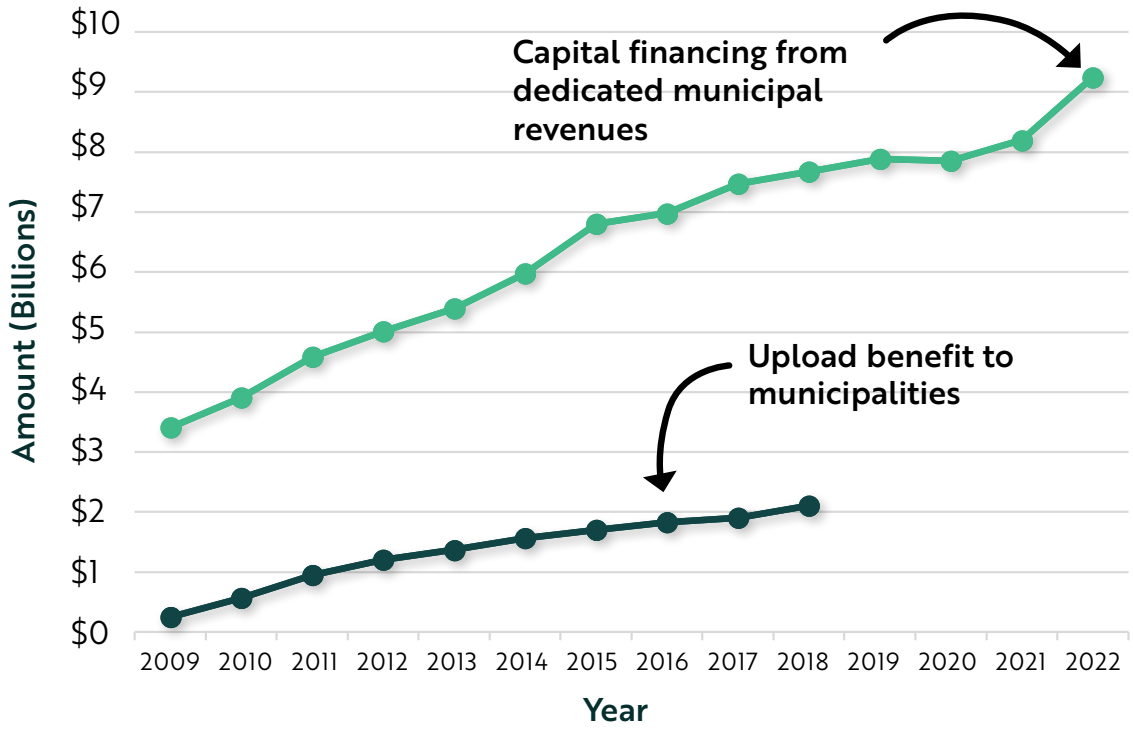
A Social and Economic Prosperity Review will put Ontario on a sustainable path

Ontario's provincial and municipal governments have a strong history of collaboration.

Municipalities and the provincial government have a strong history of working together to solve complex challenges and develop sound public policy. Throughout the COVID-19 pandemic, the provincial-municipal partnership saved lives and stabilized the provincial economy during unprecedented times.

In 2008, the province and municipalities listened and learned from one another as a part of the Provincial-Municipal Fiscal and Service Delivery Review to develop a shared vision to help rebalance roles, responsibilities and finances. Following the upload of $2 billion in annual expenditures to the province, municipalities increased investments in infrastructure and put assets on a more sustainable path.

Municipal Investments in Infrastructure



Municipalities have invested upload savings into infrastructure.

A Social and Economic Prosperity Review

In October 2023, AMO asked the Premier, the Minister of Finance, and the Minister of Municipal Affairs and Housing to sit down with municipalities and work together on a social and economic prosperity review: a joint review of revenues, costs and financial risks and a detailed analysis of Ontario's infrastructure investment and service delivery needs.

This process would have the goal of updating the provincial-municipal fiscal relationship to support strong economic foundations, sustainable communities, and quality of life. It would be guided by the principles of:

- Fiscal sustainability for both orders of government
- Fairness and affordability for taxpayers and equity for communities
- Coordinated and timely infrastructure investment resilient to climate realities
- Increased housing supply and affordability
- Robust health and social services supporting increased economic participation
- Long term economic development and prosperity for Ontario and its communities
- Modern, effective and streamlined service delivery

The AMO vision would see provincial and municipal governments coming together to guide robust, joint analysis that considers evidence, balances different perspectives, and ultimately generates consensus on a path forward. AMO's Memorandum of Understanding with the provincial government provides an ideal framework under which this collaboration can occur.

AMO is calling on the provincial government to commit to this review as part of Budget 2024, with a view to developing a consensus report with recommendations by 2025. This review would build on the success of the Ontario-Toronto New Deal that recognized the unsustainability of current municipal-provincial relationships grounded in the downloading of the 1990s.

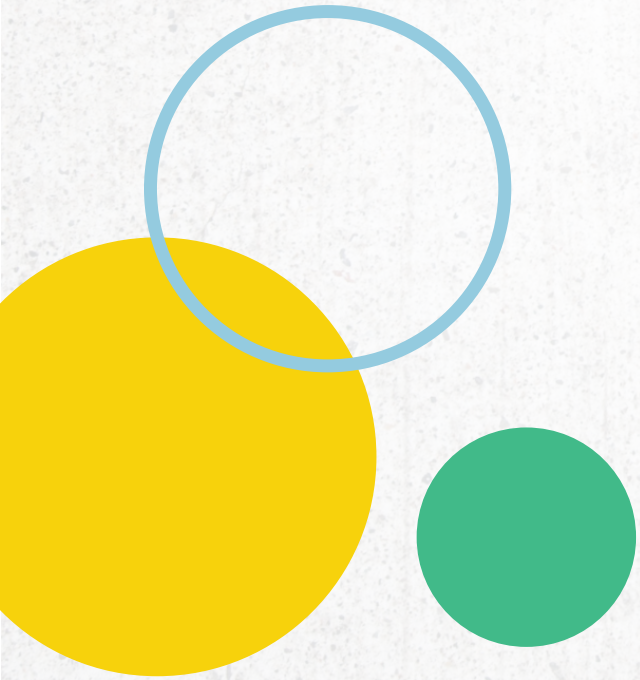
Conclusion

The municipal fiscal sustainability challenge is urgent, province-wide, and central to Ontario's ability to solve the housing and affordability crisis.

In the context of long-standing structural issues, current economic factors, and investments needed for growth, this conversation is overdue.

It will take leadership and resources from the province and municipalities to do this important work. But the benefits for sustainable communities, stronger economic foundations, and a better quality of life for all Ontarians are indisputable.

Join Ontario's municipalities in this important initiative. Working together, we can build a better Ontario.



Association of Municipalities of Ontario (AMO)
155 University Ave., Suite 800, Toronto, ON M5H 3B7

Telephone direct:	416-971-9856
Fax:	416-971-6191
Toll-free in Ontario:	1-877-426-6527
E-mail:	amo@amo.on.ca
Websites:	www.amo.on.ca

Template Form Letter – MMAH/MOI/MOF

The Honourable Paul Calandra
Minister of Municipal Affairs and Housing
College Park, 17th Floor
777 Bay Street
Toronto, Ontario M7A 2J3
Minister.mah@ontario.ca

The Honourable Kinga Surma
Minister of Infrastructure
777 Bay Street
5th Floor, Room 5E200
Toronto, ON M7A 2J3
Minister.MOI@ontario.ca

The Honourable Peter Bethlenfalvy
Minister of Finance
Frost Building South, 7th Floor
7 Queen's Park Crescent
Toronto, Ontario
M7A 1Y7
Minister.fin@ontario.ca

Dear Ministers,

As you know, municipalities provide the services that Ontarians rely on every day. The fiscal framework that enables municipalities to do this work is broken. Failing to fix this problem fails residents, small businesses, health and public safety partners, and major industries.

Since last fall, AMO has called on your government to commit to working with municipalities on a Social and Economic Prosperity Review to put municipalities on solid fiscal footing for the benefit of Ontario's competitiveness and quality of life . The review calls on the provincial government to sit down with municipalities and work together to conduct a joint review of revenues, costs and financial risks, as well as an analysis of Ontario's infrastructure investment and service delivery needs. Since its launch, more than 150 municipalities and organizations have supported this work – *and counting*.

AMO and its members remain committed to this important initiative. The review is critical to Ontario's ability to make progress on the issues people care about most, including housing, healthcare, cost of living and public safety. The municipal fiscal sustainability

challenge is urgent, province-wide, and central to Ontario's social and economic prosperity.

[Insert a sentence or two about your local circumstances, such as above average property tax increases, key financial pressures, and complex challenges that make this important to your municipality/organization]

This work has received support from the opposition, who recognize the importance and urgency of a conversation on the state of municipal finances and the need for a comprehensive review of provincial-municipal fiscal arrangements. All three opposition leaders have committed to a New Deal for municipalities if elected in the next election.

Municipalities continue to call on Premier Ford to do what taxpayers expect – work together with municipal governments to get it done for Ontarians. **We urge your government to commit to this review at the upcoming AMO conference.**
Working together, we can build a better Ontario.

Sincerely,

cc. Association of Municipalities of Ontario, policy@amo.on.ca

Draft Resolution

WHEREAS current provincial-municipal fiscal arrangements are undermining Ontario's economic prosperity and quality of life

WHEREAS nearly a third of municipal spending in Ontario is for services in areas of provincial responsibility and expenditures are outpacing provincial contributions by nearly $4 billion a year

WHEREAS municipal revenues, such as property taxes, do not grow with the economy or inflation

WHEREAS unprecedented population and housing growth will require significant investments in municipal infrastructure

WHEREAS municipalities are being asked to take on complex health and social challenges – like homelessness, supporting asylum seekers and addressing the mental health and addictions crises

WHEREAS inflation, rising interest rates, and provincial policy decisions are sharply constraining municipal fiscal capacity

WHEREAS property taxpayers – including people on fixed incomes and small businesses – can't afford to subsidize income re-distribution programs for those most in need

WHEREAS the province can, and should, invest more in the prosperity of communities

WHEREAS municipalities and the provincial government have a strong history of collaboration

THEREFORE, BE IT RESOLVED THAT the Province of Ontario commit to undertaking with the Association of Municipalities of Ontario a comprehensive social and economic prosperity review to promote the stability and sustainability of municipal finances across Ontario

AND FURTHER THAT a copy of this motion be sent to the Premier of Ontario (premier@ontario.ca); Minister of Municipal Affairs and Housing (minister.mah@ontario.ca); the Minister of Finance (minister.fin@ontario.ca); and to the Association of Municipalities of Ontario (amo@amo.on.ca).

THE CITY OF WINDSOR
ONTARIO, CANADA

PLANNING AND DEVELOPMENT SERVICES

Memo

To: City Clerk

From: City Planner/Executive Director

Date: January 31, 2025

Subject: TRANSMITTAL OF NEW FILE
Our File Number: Z-003/25 [ZNG/7275]

RE: Application For: (X) Zoning Amendment ( ) Official Plan Amendment
( ) Part Lot Control ( ) Draft Plan of Subdivision/Condominium

---

Applicant: AHMAD ZRABAH
Location: 1550-1576 RANDOLPH AVE.
Description: Application to amend Zoning By-law 8600 by changing the existing Residential District 1.2 (RD1.2) zoning of the subject lands to add site-specific provisions to allow one new semi-detached residential dwelling with reduced minimum front yard depth.

The ZONING BY-LAW AMENDMENT application submitted on DECEMBER 12, 2024 by AHMAD ZRABAH for 1550-1576 RANDOLPH AVE. has been deemed complete on JANUARY 22, 2025.

Enclosures:

(X) 1 copy of Application Form
( ) 1 copy of Drawings
( ) 1 copy of Site Plan

Neil Robertson, MCIP, RPP
City Planner/Executive Director

NR/nm

City of Windsor • 350 City Hall Square West, Suite 210 • Windsor, ON • N9A 6S1
Phone: 519-255-6543 Fax: 519-255-6680 Email: planningdept@citywindsor.ca
www.citywindsor.ca

THE CITY OF WINDSOR
ONTARIO, CANADA

Office of the Commissioner of
Economic Development

Neil Robertson, MCIP, RPP
City Planner/Executive Director

January 24, 2024

Pillon Abbs Inc.
c/o Tracey Pillon-Abbs
23669 Prince Albert Rd.
Chatham, ON N7M 5J7

Dear Agent,

Re: ZONING BY-LAW AMENDMENT APPLICATION

APPLICANT: AHMAD ZRABAH
LOCATION: 1576 RANDOLPH AVENUE
FILE NO.: Z-003/25 [ZNG/7275]

I acknowledge receipt of a Zoning By-law Amendment Application. Per the delegation authority in By-Law 139-2013, the required information and material submitted on January 12, 2025 was deemed COMPLETE on January 22, 2025. Processing has begun.

You will be advised prior to the Development & Heritage Standing Committee and Council meetings of the position of Planning & Development Services on the application and the dates of the public meetings.

Please email me at dradulescu@citywindsor.ca, if you have any questions.

Sincerely,

Diana Radulescu
Planner II – Development Review

DR/nm

THE CITY OF WINDSOR
ONTARIO, CANADA

Office of the Commissioner of
Economic Development & Innovation
Planning & Development Services

ZONING BY-LAW AMENDMENT APPLICATION

INSTRUCTIONS

Verify that you are using the most current application form.

Section 1: Before this application can be submitted, you must complete both Stage 1 and Stage 2 Planning Consultation Applications.

Section 2: During the Stage 2 process, any required studies must be completed and submitted for review and comment. The final studies for Stage 2 must be included with this application and the proposal must remain unchanged.

Section 3: Provide the full name, address, phone number, fax number and email address of the applicant, agent, and registered owner. If any of these are a corporation, provide the full corporate name. Include the full name of the contact person. If there is more than one person, corporation, or registered owner, use additional sheets.

Section 4: Indicate if you are submitting other companion applications with this application. Please note that an application to amend the Official Plan or an application for Plan of Subdivision/Condominium are the only applications that will be accepted for processing concurrently with a Zoning Amendment.

Section 5: Provide information about the subject land. This information is used to determine supporting information requirements and to assist in the review of the application.

Section 6: Indicate the amendment, proposed uses and describe the nature and extent of the amendment being requested. Indicate why the amendment is being requested and how it is consistent with the Provincial Policy Statement and conforms to the City of Windsor Official Plan.

Section 7: If there are any existing buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows this information.

Section 8: If you propose to build any buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows the information.

Section 9: Indicate how the property is accessed. Check all boxes that apply.

Section 10: Provide information about water service, sanitary sewage disposal, and storm drainage.

Section 11: Provide a sketch of the subject land showing, in metric units, the items listed or indicate if this information is provided on an existing plan or a conceptual site plan.

Section 12: Please refer to the Stage 2 Planning Consultation letter for details regarding the fees needing to be paid.

Section 13: Explain your proposed strategy for consulting with the public with respect to the application.

Section 14: Complete and sign in the presence of a Commissioner of Taking Affidavits.

Other: Read, complete in full, and sign Schedules A & E.

Submit application form, supporting information, and application fee to Senior Steno Clerk at Planning & Development Services, Suite 210, 350 City Hall Square West, Windsor ON N9A 6S1 or planningdept@citywindsor.ca

TYPE OF REZONING AMENDMENT

DATE RECEIVED STAMP

The type of amendment is stated in the Stage 2 Consultation letter.
Minor Zoning Amendment:

- Site zoned commercial, institutional, or manufacturing
  – Addition to the list of permitted uses
- Site already zoned
  – Change to existing regulations or to zoning district boundary to match lot lines
- Site designated in the Official Plan for residential use
  – Rezoning to accommodate a maximum of six dwelling units
- Site designated in the Official Plan for the proposed use other than residential
  – Site-specific zoning for a site with a lot area of less than 1,000.0 m^2

Major Zoning Amendment: Any other amendment not listed as minor.

ZONING BY-LAW AMENDMENT APPLICATION

ZONING BY-LAW AMENDMENT PROCESS

The application will be terminated without notice after 60 days of inactivity. The following is for your information only. Review the Planning Act and relevant regulations for statutory requirements. The processing of the application is subject to change. Direct all questions to the assigned Planner. The process is generally as follows:

1. The application is reviewed to ensure all prescribed and required information and the fee have been submitted. Within 30 days of the receipt of the application, you will be notified in writing that the application is deemed incomplete or complete.
2. If deemed incomplete, the application and fee will be returned. If deemed complete, fees are not refundable, the application is circulated to departments and external agencies for review and comment, and all submitted documents are made available to the public.
3. Following circulation, a draft staff report containing a recommendation and any conditions is prepared. The City Planner and other staff review the draft staff report.
4. When the staff report is approved by appropriate municipal staff, it will be scheduled for a future meeting of the Development and Heritage Standing Committee (DHSC).
5. The DHSC meeting is the public meeting required by the Planning Act. Public notice of the DHSC meeting is advertised in the Windsor Star, a local newspaper, at least 20 days in advance of the DHSC meeting. A courtesy notice may be mailed to property owners and/or tenants within 120 metres or more of the subject land.
6. 10 days prior to the DHSC meeting, the staff report is circulated to the applicant and DHSC members and made available to the public. All supporting documentation submitted by the applicant is available for review.
7. At the DHSC meeting, a staff planner may make a presentation. The applicant and other parties have an opportunity to provide verbal and/or written submissions. The DHSC may ask questions of staff, the applicant, agent, and other parties. The DHSC may decide to defer or recommend approval or denial of the application.
8. If deferred, the application along with any additional information or a new staff report will be considered at a future DHSC meeting. If recommended for approval or denial, the staff report, the minutes of the DHSC meeting, and the amending by-law are forwarded to City of Windsor Council for consideration at a future date. The applicant, agent and all interested parties will be notified by Council Services of the date, time, and location of the Council meeting. Call 311 or contact Council Services at 519-255-6211 or clerks@citywindsor.ca.
9. The application may be placed on the Consent Agenda of the Council Meeting, a part of the meeting where Council approves several matters with a single motion. If the application is not on the Consent Agenda, the staff planner may introduce the application, review the staff recommendation and any additional information provided to Council, and advise Council of any differences between the staff and DHSC recommendations. The applicant and other interested parties have an opportunity to make verbal and/or written submissions. Council may decide to approve, deny, or defer the application. If Council approves the application, the amending by-law may be approved at the same Council meeting, otherwise it will be approved at a future Council meeting.
10. When the amending by-law is passed, Council Services will mail a notice of the passing of the amending by-law to property owners and various public agencies within 15 days. There is a 20-day appeal period commencing the day after this notice is given. The notice will include the last day to file an appeal. An appeal is made to the Ontario Land Tribunal (OLT) through Council Services. If no appeal is filed, the amending by-law is final and binding as of the date of Council's passing of the by-law. Contact Council Services at 519-255-6211 or clerks@citywindsor.ca.
11. If the rezoning is subject to a holding symbol, it is the responsibility of the property owner to satisfy the conditions to remove the holding symbol, to apply, and to pay the fee to remove the holding symbol.

CONTACT INFORMATION

Planning & Development Services
Suite 210
350 City Hall Square West
Windsor ON N9A 6S1

Telephone: 519-255-6543
Fax: 519-255-6544
Email: planningdept@citywindsor.ca
Web Site: www.citywindsor.ca

ZONING BY-LAW AMENDMENT APPLICATION

1. PLANNING CONSULTATION – Completion of Stage 2

Planning Consultation (Stage 2 Application) must be completed before this application can be submitted.

Has the Planning Consultation Stage 2 Application been completed? NO ☐ YES ☒ File Number: PC-103/24

Staff Use Only

_____ _____

Signature of Staff Planner Date of Consultation

☐ Jim Abbs	☐ Kevin Alexander	☐ Tracy Tang	☐ Frank Garardo
☐ Brian Nagata	☐ Justina Nwaesei	☐ Simona Simion	☐ Laura Strahl
☐ Adam Szymczak	☐ _____		

2. REQUIRED SUPPORTING INFORMATION as Identified in the Planning Consultation Stage 2 Process:

For each document, provide one paper copy, and where possible, one digital copy on a USB flash drive or by email. All drawings or plans shall be in letter size (8.5 x 11 inches) in JPG and PDF format. All other document shall be provided in Word and PDF format. **All PDF documents shall be flattened with no layers**.

The City of Windsor reserves the right to require additional supporting information during the processing of the application. All supporting information submitted is made available for public review.

If you are submitting a companion application submit only one set of documents.

Staff Use Only

☒ Deed or Offer to Purchase	☐ Corporation Profile Report	☒ Site Plan Conceptual *(see Section 8)*	☒ Sketch of Subject Land *(see Section 11)*
☐ Archaeological Assessment – Stage 1	☐ Built Heritage Impact Study	☐ Environmental Evaluation Report	☐ Environmental Site Assessment
☐ Floor Plan and Elevations	☐ Geotechnical Study	☐ Guideline Plan	☐ Lighting Study
☐ Market Impact Assessment	☐ Micro-Climate Study	☐ Noise Study	■ Planning Rationale Report
☐ Record of Site Condition *(see Schedule E)*	☐ Sanitary Sewer Study	☐ Species at Risk Screening	☐ Storm Sewer Study
☐ Storm Water Retention Scheme	☐ Topographic Plan of Survey	☐ Transportation Impact Statement	☐ Transportation Impact Study
☐ Tree Preservation	☐ Tree Survey Study	☐ Urban Design Study	☐ Vibration Study
☐ Wetland Evaluation Study	Other Required Information: _____		

ZONING BY-LAW AMENDMENT APPLICATION

3. APPLICANT, REGISTERED OWNER, AND AGENT INFORMATION

Provide in full the name of the applicant, registered owner, and agent, the name of the contact person, and address, postal code, phone number, fax number and email address.

If the applicant or registered owner is a numbered company, provide the name of the principals of the company. If there is more than one applicant or registered owner, copy this page, complete in full and submit with this application.

All communication is with the Agent authorized by the Owner to file the application. If there is no Agent, all communication is with the Applicant.

Applicant

Name: Ahmad Zrabah Contact: c/o Baraa Zrabah
Name of Contact Person

Address: 1550 Randolph Ave

Address: Windsor, ON Postal Code: N9B 2V6

Phone: 226-506-7997 Fax: _____

Email: baraa.zrabah@gmail.com

Registered Owner ☐ Same as Applicant

Name: _____ Contact: _____
Name of Contact Person

Address: _____

Address: _____ Postal Code: _____

Phone: _____ Fax: _____

Email: _____

Agent Authorized by the Owner to File the Application (Also complete Section A1 in Schedule A)

Name: Pillon Abbs Inc. Contact: c/o Tracey Pillon-Abbs, RPP
Name of Contact Person

Address: 23669 Prince Albert Rd

Address: Chatham, ON Postal Code: N7M 5J7

Phone: 226-340-1232 Fax: _____

Email: tracey@pillonabbs.ca

4. COMPANION APPLICATIONS

Are you submitting a companion Official Plan Amendment application? NO ☐ YES ☐

Are you submitting a companion Plan of Subdivision/Condominium application? NO ☐ YES ☐

Please note that if a development proposal requires site plan approval, that application can only be submitted after the zoning amendment has been considered by City Council and the appeal period has concluded.

ZONING BY-LAW AMENDMENT APPLICATION

5. SUBJECT LAND INFORMATION

Municipal Address: 1550 Randolph Ave
Windsor, ON

Legal Description: Plan 973, Lots 542 to 545 & Pt Closed Alley; RP 12R23215; Parts 20 and 21

Assessment Roll Number: 3739-080-610-1500-0000

If known, the date the subject land was acquired by the current owner: _____

Frontage (m): 18.28 m Depth (m): 32.55 m Area (sq m): 595.0 m2

Official Plan Designation: Residential', as shown on Schedule D: Land Use Plan

Current Zoning: Residential District 1.2 (RD1.2) category, Map 4, ZBL #8600

Existing Uses: Currently vacant property

If known, the lengths of time that the existing uses have continued: unknown

Previous Uses: Residential

List the names and addresses of the holders of any mortgages, charges, or other encumbrances in respect of the subject land:

None

Are there any easements or restrictive covenants affecting the subject lands? NO ■ YES ☐

If yes, describe the easement or restrictive covenant and its effect:

If known, has the subject land ever been subject of: *(leave blank if unknown)*

An application for a Plan of Subdivision or Consent: NO ☐ YES ■ File: B-032-22 expired

An application for an amendment to a Zoning By-law: NO ☐ YES ☐ File: _____

An application for approval of a Site Plan: NO ☐ YES ☐ SPC-_____

A Minister's Zoning Order (Ontario Regulation): NO ☐ YES ☐ OR#: _____

ZONING BY-LAW AMENDMENT APPLICATION

6. DESCRIPTION OF AMENDMENT

Amendment to Zoning By-law from: Residential District 1.2 (RD1.2)

to: Residential District 1.2 (RD1.2 - S.20(1)(XXX))

Proposed uses of subject land: Proposed to use the subject land for residential

Describe the nature and extent of the amendment(s) being requested:

To permit one (1) new semi-detached dwelling as an additional permitted use with site specific relief (see attached PRR for details).

Why is this amendment or these amendments being requested?

To provide for more housing through infill and intensification.

Explain how the amendment to the Zoning By-law is consistent with the Provincial Policy Statement:

☒ See Planning Rationale Report

Explain how the application conforms to the City of Windsor Official Plan:

☒ See Planning Rationale Report

If this application is to remove land from an area of employment, details of the official plan or official plan amendment that deals with this matter:

☒ See Planning Rationale Report ☐ See Official Plan Amendment

ZONING BY-LAW AMENDMENT APPLICATION

7. EXISTING BUILDINGS / STRUCTURES ON SUBJECT LAND

Are there any buildings or structures on the subject land?

☒ NO Continue to Section 8

☐ YES Indicate the type of building or structure, the date of construction (if known), and, in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure and its dimensions or floor area.

☐ See attached Existing Plan or Sketch of Subject Land

8. PROPOSED BUILDINGS / STRUCTURES ON SUBJECT LAND

Do you propose to build any buildings or structures on the subject land?

☐ NO Continue to Section 9

☒ YES Indicate the type of building or structure and, in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure, and its dimensions or floor area.

☒ See attached concept plan

ZONING BY-LAW AMENDMENT APPLICATION

9. ACCESS TO SUBJECT LAND

Indicate if access to subject land is by: *(check all that apply)*

☒ Municipal Road ☐ Provincial Highway ☐ Another public road or a right-of-way

☐ Water - If access to the subject land is by water only, describe the parking and docking facilities used or to be used and provide the approximate distance in metric of these facilities from the subject land and the nearest public road:

_____

_____

_____

10. WATER, SANITARY SEWAGE AND STORM DRAINAGE

WATER – Indicate whether water will be provided to the subject land by:

☒ Publicly owned & operated piped water system

☐ Privately owned & operated individual well

☐ Privately owned & operated communal well

☐ Other _____

SANITARY - Indicate whether sewage disposal will be provided to the subject land by:

☒ Publicly owned & operated sanitary sewage system

☐ Privately owned & operated individual septic system - See Note below

☐ Privately owned & operated communal septic system - See Note below

☐ Other _____

Note: If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4,500 litres of effluent would be produced per day as a result of the development being completed, you must submit a Servicing Options Report and a Hydrogeological Report.

STORM DRAINAGE - Indicate whether storm drainage will be provided by:

☒ Sewers ☐ Ditches ☐ Swales ☐ Other _____

ZONING BY-LAW AMENDMENT APPLICATION

11. SKETCH OF SUBJECT LAND

Provide a sketch showing, in metric units,

a) the boundaries and dimensions of the subject land;

b) the location, size, and type of all existing and proposed buildings and structures on the subject land, including their distance from the front lot line, rear lot line, and side lines;

c) the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that are located on the subject land and on land that is adjacent to it, and in the applicant's opinion, may affect the application;

d) the current uses of all land that is adjacent to the subject land;

e) the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road, or a right of way;

f) if access to the subject land will be water only, the location of the parking and docking facilities to be used; and

g) the location and nature of any easement affecting the subject land.

12. APPLICATION FEE & OTHER FEES

The amendment type and corresponding application fees are identified in the Planning Consultation Stage 2 process.

Fees may be subject to change and are not refundable once the application is deemed complete. Method of payment: Cash, Mastercard, Visa or Certified Cheque or Personal Cheque payable to The Corporation of the City of Windsor. If paying by Mastercard or Visa, contact the Senior Steno Clerk for further direction at planningdept@citywindsor.ca or 519-255-6543.

APPLICATION FEE

Amendment Type	*Code*	■ Minor Rezoning	☐ Major Rezoning
Base Fee	*53001*	$4,347.00	$5,837.40
GIS Fee	*63024*	+ $50.00	+ $50.00
Essex Region Conservation Authority Fee	*53023*	+ $200.00	+ $300.00
Total Application Fee		**= $4,597.00**	**= $6,187.40**

The following fees are provided for information purposes. They are not due at this time but may be assessed depending on the type(s) of applications associated with the development proposal

OTHER FEES

Re-Notification/Deferral Fee *Code 53016* $2,258.40
Required when an applicant requests a deferral after notice of a public meeting has been given.

Legal Fee - Servicing Agreement *Code 63002* $597.64 plus $50 per unit, lot, or block
Required when the preparation of a servicing agreement is a condition of approval.

Removal of the Holding Symbol Application *Code 53001* $1,536.00
It is the responsibility of the property owner to satisfy the conditions to remove the holding symbol and to apply and fee to remove the holding symbol.

Ontario Land Tribunal (OLT) Appeal Fee $1,100.00
An appeal is made through Council Services (519-255-6211 or clerks@citywindsor.ca). Fees, forms, and processes are subject to change. Visit https://olt.gov.on.ca for additional information

13. PROPOSED PUBLIC CONSULTATION STRATEGY

Select or describe your proposed strategy for consulting with the public with respect to the application:

[■] Required Public Consultation (Public Notice & Public Meeting as required per the Planning Act)

[■] Open House [■] Website [ ] Other

an informal electronic public open house was held with area residents and property owners on Monday, August 26, 2024, from 6:00 pm to 7:00 pm.

14. SWORN DECLARATION OF APPLICANT

Complete in the presence of a Commissioner for Taking Affidavits. If the declaration is to be administered remotely, you must be able to see, hear and communicate with the Commissioner and show documentation that confirms your identity.

I, Ahmad Zrabah, solemnly declare that the information required under Schedule 1 to Ontario Regulation 545/06 and provided by the applicant is accurate and that the information contained in the documents that accompany this application is accurate, that if this declaration was administered remotely that it was in accordance with Ontario Regulation 431/20, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.

X _____ City of Windsor

Signature of Applicant — Location of Applicant at time of declaration

Sign in the presence of a Commissioner For Taking Affidavits

[■] This declaration was administered remotely in accordance with Ontario Regulation 431/20

Declared before me _____ at the Municipality of Chatham-Kent

Signature of Commissioner — *Location of Commissioner*

this 2nd day of December, 2024

day *month* *year*

PLACE AN IMPRINT OF YOUR STAMP BELOW

Tracey Lynn Cecilia Pillon-Abbs, a Commissioner, etc.,
Province of Ontario, for Pillon Abbs Inc.
Expires August 4, 2026

READ & COMPLETE SCHEDULES A & E IN FULL & SIGN

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements

A1. Authorization of Registered Owner for Agent to Make the Application

If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the agent is authorized to make the application must be included with this application form or the authorization below must be completed.

I, Ahmad Zrabah, am the registered owner of the land that is

Name of Registered Owner

subject of this application for an amendment to the City of Windsor Zoning By-law and I authorize

Pillon Abbs Inc. to make this application on my behalf.

Name of Agent

X _____ December 2, 2024

Signature of Registered Owner — Date

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, Ahmad Zrabah,

Name of Registered Owner

hereby authorize the Development and Heritage Standing Committee or their successor, City Council, and staff of The Corporation of the City of Windsor to enter upon the subject lands and premises described in Section 5 of the application form for the purpose of evaluating the merits of this application and subsequently to conduct any inspections on the subject lands that may be required as a condition of approval. This is their authority for doing so.

X _____ December 2, 2024

Signature of Registered Owner — Date

If Corporation – I have authority to bind the corporation

SCHEDULE A CONTINUES ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements - *Continued*

A3. Acknowledgements

Receipt, Fees, Additional Information, Termination, and Freedom of Information

I acknowledge that receipt of this application by the City of Windsor does not guarantee it to be a complete application, that further review of the application will occur, and that I may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted.

I further acknowledge that after the application is deemed complete, fees are not refundable, additional information may be requested, and that after 60 days of inactivity the City of Windsor may terminate the application without notice.

I further acknowledge that pursuant to the provisions of the Planning Act and the Municipal Freedom of Information and Protection of Privacy Act, this application and all material and information provided with this application are made available to the public.

Species at Risk

Ontario's *Endangered Species Act* protects endangered and threatened species — animals and plants in decline and at risk of disappearing from the province by restricting activities that may affect these plants, animals or their habitats.

I acknowledge that it is my sole responsibility as the Applicant to comply with the provisions of the *Endangered Species Act, 2007, S. O. c.6.* This could require me to register an activity, get a permit or other authorization from the Ministry of the Environment, Conservation and Parks (MECP) prior to conducting an activity that could impact an endangered or threatened plant or animal or its habitat. I further acknowledge that any *Planning Act, R.S.O. 1990, c.P.13* approval given by the City of Windsor does not constitute an approval under the *Endangered Species Act*, nor does it absolve me from seeking the necessary authorization, approvals or permits from the MECP prior to conducting any activity that may affect endangered or threatened plant or animal or its habitat.

Additional information can be found at:

https://www.ontario.ca/page/development-and-infrastructure-projects-and-endangered-or-threatened-species

or by contacting MECP at SAROntario@ontario.ca

Acknowledgement

I acknowledge that I have read and understand the above statements:

X _____ December 2, 2024

Signature of Applicant or Agent — Date

END OF SCHEDULE A

COMPLETE SCHEDULE E ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE E – Environmental Site Screening Questionnaire

Previous Use of Property

☒ Residential ☐ Industrial ☐ Commercial ☐ Institutional
☐ Agricultural ☐ Parkland ☒ Vacant ☐ Other_____

a) If previous use of the property is Industrial or Commercial, specify use:

_____

b) Has the grading of the subject land been changed by adding earth or material? Has filling occurred on the subject land?

☐ Yes ☒ No ☐ Unknown

c) Has a gasoline station and/or automobile service station been located on the subject land or adjacent lands at any time?

☐ Yes ☒ No ☐ Unknown

d) Has there been petroleum or other fuel stored on the subject land or adjacent lands?

☐ Yes ☒ No ☐ Unknown

e) Are there or have there ever been underground storage tanks or buried waste on the subject land or adjacent lands?

☐ Yes ☒ No ☐ Unknown

f) Have the lands or adjacent lands ever been used as an agricultural operation where cyanide products may have been applied as pesticides and/or sewage sludge applied to the lands?

☐ Yes ☒ No ☐ Unknown

g) Have the lands or adjacent lands ever been used as a weapons firing range?

☐ Yes ☒ No ☐ Unknown

h) Is the nearest boundary line of the application within 500 metres (1,640 feet) of the boundary line of an operational/non-operational public or private waste disposal site, landfill or dump?

☐ Yes ☒ No ☐ Unknown

i) If there are existing or previously existing buildings on the subject lands, are there any building materials remaining on site which are potentially hazardous to public health (e.g., asbestos, PCB's)?

☐ Yes ☒ No ☐ Unknown

j) Is there reason to believe the subject lands may have been contaminated by existing or former uses on the site or adjacent sites?*

☐ Yes ☒ No ☐ Unknown

** Possible uses that can cause contamination include but are not limited to: operation of electrical transformer stations, disposal of waste minerals, raw material storage, and residues left in containers, maintenance activities and spills. Some commercial properties such as gasoline stations, automotive repair garages, and dry cleaning plants have similar potential. The longer a property is under industrial or similar use, the greater the potential for site contamination. Also, a series of different industrial or similar uses upon a site could potentially increase the number of chemicals that are present.*

k) If current or previous use of the property is Industrial or Commercial, or if YES to any of a) to j) above, attach a previous use inventory showing all former uses of the subject land, or if applicable, the land(s) adjacent to the subject lands.

SCHEDULE E CONTINUES ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE E - *CONTINUED*

Acknowledgement Clause

I hereby acknowledge that it is my responsibility to ensure that I am in compliance with all applicable laws, regulations, guidelines and the City's Official Plan policies pertaining to potentially contaminated sites, and to use all reasonable effort to identify the potential for contamination on the subject property.

I acknowledge that as a condition of approval of this application that the City may require me to file a Record of Site Condition signed by a qualified person in the provincial Environmental Site Registry, and provide verification to the City of Windsor of acknowledgement of this Record of Site Condition by the Ministry of Environment.

I acknowledge that the City may require the qualified person signing the Record of Site Condition to submit to the City a Declaration acknowledging that the City of Windsor may rely on the statements in the Record of Site Condition.

I acknowledge that the City of Windsor is not responsible for the identification and/or remediation of contaminated sites, and I agree, whether in, through, or as a result of any action or proceeding for environmental clean-up of any damage or otherwise, I will not sue or make claim whatsoever against the City of Windsor, its officers, officials, employees or agents for or in respect of any loss, damage, injury or costs.

Ahmad Zrabah

Name of Applicant (print)

X

Signature of Applicant

December 2, 2024

Date

Pillon Abbs Inc. c/o Tracey Pillon-Abbs

Name of Agent (print)

Signature of Agent

December 2, 2024

Date

END OF SCHEDULE E

ZONING BY-LAW AMENDMENT APPLICATION

DO NOT COMPLETE BELOW – STAFF USE ONLY

Receipt and Assignment of Application

Date Received Stamp

This application has been assigned to:

- ☐ Adam Szymczak (AS)
- ☐ Brian Nagata (BN)
- ☐ Frank Garardo (FG)
- ☐ Tracy Tang (TT)
- ☐ Jim Abbs (JA)
- ☐ Justina Nwaesei (JN)
- ☐ Kevin Alexander (KA)
- ☐ Laura Strahl (LS)
- ☐ Simona Simion (SS)
- ☐ _____

Complete Application

This application is deemed complete on _____

Date

_____

Signature of Delegated Authority

- ☐ Neil Robertson, MCIP, RPP
  Manager of Urban Design
- ☐ Greg Atkinson, MCIP, RPP
  Manager of Development
- ☐ Thom Hunt, MCIP, RPP
  City Planner & Executive Director

Internal Information

Fee Paid: $_____ Receipt No: _____ Date: _____

Payment Type: ☐ Cash ☐ Certified Cheque ☐ Credit Card ☐ Personal Cheque

NEW Zoning File No. ZNG/_____ Z-_____

Previous Zoning File No. ZNG/_____ Z-_____

Related OPA File No. OPA/_____ OPA _____

Other File Numbers:_____

Notes:_____

_____

THIS IS THE LAST PAGE OF THE APPLICATION FORM

COMMITTEE OF ADJUSTMENT/CONSENT AUTHORITY AGENDA RECORD

PLEASE BE ADVISED THIS MEETING IS CONDUCTED ELECTRONICALLY.
The following applications are scheduled to be heard by the Committee of Adjustment/Consent Authority on Thursday, February 13, 2025 in the order stated below.
Via Electronic Participation

ITEM	TIME	ROLL #	FILE #	APPLICANT	LOCATION	REQUEST	RESULT
1	3:30 PM	3739080440015000000	B-003/25	NICK NADALINI, ELEANOR L NADALINI	2678 RANDOLPH AVE	**CONSENT:** Create a new lot	
2	3:30 PM	3739080440015000000	A-002/25	NICK NADALINI, ELEANOR L NADALINI	2678 RANDOLPH AVE	**RELIEF:** Creation of 2 new lots, with minimum lot width and area	
3	3:30 PM	3739080270050010000	A-003/25	12813131 CANADA INC.	730 CABANA RD W	**RELIEF:** Accessory building with an ADU, with maximum gross floor area.	

If a person or public body that files an appeal of a decision of the Committee of Adjustment in respect of the proposed consent does not make written submissions to the Committee of Adjustment before it gives or refuses to give a provisional consent, the Ontario Land Tribunal may dismiss the appeal.

In addition, if you wish to be notified of the decision of the Committee of Adjustment in respect of the proposed applications, you must make a written request to the Committee of Adjustment at the address shown below with the specific file number please emails COAdjustment@citywindsor.ca . **NOTE**: To access the Agenda Record, Comments for the upcoming meeting, and past Committee of Adjustment Minutes, please visit our website at: Committee of Adjustment Meeting Agenda (citywindsor.ca)

Subject: Response to CQ 26-2024 and CQ 36-2024: Strategies for Addressing Transportation and Transit Challenges in Twin Oaks Industrial Park – Ward 9

Reference:

Date to Council: February 10, 2025
Author: Ian Day
Senior Manager, Traffic Operations and Parking
(519) 255-6247 ext. 6053
iday@citywindsor.ca

Public Works - Operations
Report Date: January 24, 2025
Clerk's File #: MT2025 & ACOQ2025

To: Mayor and Members of City Council

Recommendation:

THAT report "C 24/2025 – Strategies for Addressing Transportation and Transit Challenges in Twin Oaks Industrial Park ", **BE RECEIVED** for information; and, further;

THAT Administration **BE DIRECTED to** engage a transportation consultant at a cost of $44,500 (excluding HST), funded from the Environmental Study Capital Project 7086010 to identify potential improvements (short-term and long-term) to enhance access to Twin Oaks and report back to Council with the findings of the same; and further,

THAT Transit Windsor **BE APPROVED** to implement a temporary route adjustment to the Lauzon 10 to provide transit service to the Twin Oaks area until Route 250 is implemented.

Executive Summary:

N/A

Background:

At its April 22, 2024, meeting, Councillor Kieran McKenzie asked the following Council Question:

> **CQ 26-2024**
> *"Asks that Administration Report back to Council with strategies for Council consideration to address transportation and transit services related challenges in the Twin Oaks Industrial Park".*

At its September 9, 2024, Councillor Kieran McKenzie asked the following Council Question:

> **CQ 36-2024**
> *"That Administration Report back on traffic volumes and public safety at the intersection of Lauzon Parkway and Twin Oaks Drive and propose any mitigation measures that could improve the intersection from both a functionality and public safety standpoint."*

This report is provided in response the Councillors' questions.

Discussion:

Through CR 141/2023 DHSC486 pertaining to Report C 155/2022 – "Closure of part of E. C. Row Avenue East right-of-way, west of Banwell Road, Ward 9, SAS-6835", Administration was directed to close the portion of E.C. ROW Avenue East right-of-way as shown in Appendix B. The closure was contingent on NextStar Energy entering into an emergency services access agreement with Windsor Police, Fire, and Emergency Medical Services. This agreement is in the process of being signed by the parties and once complete the closed road segment will be conveyed to the NextStar Energy EV battery plant (EV plant) in order to support the development. The road segment has been physically closed since August of 2022 under a hoarding permit issued to Alberici-Barton Malow who are the Design Builders retained by NextStar Energy for the construction of the EV plant (refer to Appendix B).

Concerning a secondary access route to the Twin Oaks Industrial Park, it was further noted in Report C 155/2022, that the large scale of the EV Plant makes it unfeasible to extend Twin Oaks Drive to Banwell Road and the public's use of the EV Plant's private road network is not an option. Accordingly, the public portion of the Twin Oaks Drive right-of-way currently terminates near Valtec Court.

Councils' decision to close part of E.C. Row Avenue East right-of-way west of Banwell road was further supported by an accompanying Traffic Impact Study (TIS), which was conducted in June 2019 at the intersection of Lauzon Parkway and Twins Oaks Drive. The TIS provided a detailed breakdown of vehicle movements, including left turns, right turns, and straight-through movements. The TIS determined the intersection was functioning at reduced level of service and identified the following key findings:

- The North and South legs of Lauzon Parkway handle the heaviest traffic with the majority of vehicles continuing straight through the intersection; and
- The East and West legs (Twins Oaks Drive and South Service Road) see more turning traffic, with a significant portion of vehicles making right or left turns rather than traveling straight through the intersection.

As the access to Twin Oaks Business Park is now limited to only one access point (Twin Oaks Drive at Lauzon Parkway/South Service Road East), concerns have been raised by businesses and the public regarding lack of local transit service, intersection congestion bottlenecks during shift changes for various businesses, intersection safety and increased travel distances for employees.

Sidewalk infrastructure was not constructed within the Business Park area at the time of its development prior to 2000. At that time there was no Official Plan policy that required the installation of sidewalks in Twin Oaks Business Park. The current Official Plan does contain such a requirement.

Transit Planning Within Twin Oaks Industrial Park Service Area

As part of the City's 2024 Budget, Transit Windsor proposed the introduction of a new route (Rt. 250) to service the growing industrial areas south of E.C. Row Expressway. The new Route 250 provides two-way service to this area and provides a resumption of service to the Twin Oaks area (discontinued in 2022 due to the permanent E.C. Row Ave. closure), as well as new service to the EV plant.

Resumption of transit service to the area requires the construction of infrastructure within the Twin Oaks Business Park to afford a dedicated bus turnaround. The turnaround was originally planned to be achieved through the construction of a new roundabout at the existing Twin Oaks/Valtec Court intersection. The work was designed and tendered for construction in August of 2023 but plans ultimately had to be revised after consultation with adjacent business owners. More specifically, during consultation with businesses in the area prior to construction, the facility at 9495 Twin Oaks drive provided information and turning templates for the trailers that access their site. Due to the length of oversized tractor trailers (~200ft) which routinely exit this property using an existing driveway onto Valtec Court, it was not possible to accommodate the required turning movements within the proposed roundabout.

Since that time, Public Works has been undertaking engineering design for an alternative turnaround concept to support the implementation of the new transit Route 250. Specifically, the construction of a new cul-de-sac at the southern limit of Valtec Court was deemed to be a suitable alternative plan as shown in Appendix B. Utility relocations (Enwin Hydro) will be completed in the spring of this year, with construction of the cul-de-sac to follow later this year. Once the work is complete, transit buses will have the ability to travel east down Twin Oaks Drive from Lauzon Parkway, turn right onto Valtec Way and turn around within the cul-de-sac in order to head back westward on Twin Oaks Drive back to Lauzon Parkway.

As shown in Appendix B, Transit Windsor has identified several bus stops in the Twin Oaks area that will be implemented once Route 250 has begun service. The areas of bus stops that have been identified as follows:

- Twin Oaks at Munich,
- Twin Oaks at Anchor,
- Twin Oaks at Cintas,
- Twin Oaks at Dieffenbacher,
- Twin Oaks at NutriCorp, and
- Twin Oaks at Winstars Gymnastics.

Concrete pads would not be provided at bus stops in this area, as there are no sidewalks present. Transit Windsor guidelines are against installing “concrete islands” as they would not provide full accessibility for passengers boarding and alighting the bus. Shelters would also not be installed at any bus stops in this area, as they need to be fully accessible as well for passengers.

There will also be a bus stop located within the NextStar Battery Plant property using Banwell Road for access. Transit Windsor will have media releases sent out providing all relevant route information including a map and schedule. All route information will also be posted on Transit Windsor’s website before the route is implemented.

Until such time as the new permanent Route 250 service is instituted (upon completion of the cul-de-sac turnaound on Valtec Court), Transit Windsor has explored a temporary route adjustment of the Lauzon 10 route to provide transit service to the Twin Oaks area. Transit has found that this can be accomplished within existing running time on that route and it could be implemented shortly after Council’s approval. The Lauzon 10 will be eliminated with the completion of the 2023 Transit Windsor Service Plan as approved by City Council. The completion of the service plan has been delayed due to the unforeseen delays in construction of the new East End Terminal, however this delay will allow for the implementation of the recommended temporary route adjustment to the Lauzon 10 route. If the 2023 service plan had been fully implemented as expected, this would not be possible as the route would no longer be in service.

The Lauzon 10 temporary route adjustment would provide service to Twin Oaks from Forest Glade and turn around on Munich Court at the existing cul-de-sac. Transit has recently tested the cul-de-sac with a bus to ensure it meets the requirements of Transit and no operational issues were found. The bus would then proceed back to Forest Glade and resume its regular route. Despite the ability to complete the required turning movement currently, the existing cul-de-sac at the end of Munich Court is a temporary measure as it only provides service to a small area of Twin Oaks. Transit Windsor guidelines are that passengers will walk up to 400 metres to a bus stop. If service were only implemented along Munich, the majority of the Twin Oaks area would fall outside of this distance. There are also no sidewalks present for pedestrians to walk that distance. As such, the proposed improved improvements at Valtec Court will continue as planned to support the future Route 250.

If approved by City Council, Transit Windsor will implement this temporary measure to provide transit services to this area until the permanent route can be implemented.

Emergency Services Within Twin Oaks Industrial Park Service Area

Consultations were held with Windsor Police, Fire and Emergency Medical Services as part of the formal street closure procedure. The consulted agencies advised no objection to the road closure, provided a formal agreement was reached with NextStar Energy to allow them to access the Twin Oaks Business Park from the east, through the NextStar site, in the event of an emergency. As mentioned previously, this agreement is being circulated for signatures.

Subsequent to EC Row Avenue East being closed to vehicular traffic in August of 2022 there have been two emergency situations within the Twin Oaks Business Park. During both occurrences, traffic within the business park was blocked from exiting the area for an extended period of time while Emergency Services responded to the emergencies. On both occasions, NextStar Energy agreed to open up EC Row Avenue East in order to allow an alternate exit from the Business Park. In recent discussion, NextStar advised City Administration that they are also willing to consider allowing EC Row Avenue East to be used as an alternative exit for motorists in the Twin Oaks Subdivision under emergency situations. Administration is in the process of evaluating the premise of this agreement further with NextStar, as well as with the design team working on the Banwell Road expansion project.

Transportation Planning Within Twin Oaks Industrial Park Service Area

The decision to close the portion of E.C. ROW Avenue East right-of-way previously noted was supported by the following road infrastructure improvement considerations in the surrounding improvements to Lauzon Parkway

One long-term solution noted in Report C 155/2022 includes substantial improvements to Lauzon Parkway and County Road 42, as proposed under the approved Lauzon Parkway Improvements Class Environmental Assessment Study completed on January 20, 2014 (along with significant improvements to Banwell Road).

The detailed design of the Lauzon Parkway/County Road 42 (Cabana Road East) project is underway with funding for construction of this intersection included in the current 10-year Capital plan and anticipated to start 2025.

i) Extension (re-establishment) of Lauzon Road

Another potential long-term solution identified in Report C 155/2022 is the extension (re-establishment) of Lauzon Road from just south of the Canadian Pacific Kansas City Railway (CPKC) corridor to Munich Court.

The reestablishment of Lauzon Road would provide an additional means of egress in and out of the Twin Oaks Industrial Park and should increase traffic flow to the south thus reducing traffic volume using the Twin Oaks/Lauzon Parkway intersection on both inbound and outbound trips. Before this is considered, traffic movements at the Twin Oaks/Munich Court intersection will need to be studied and simulated as increased turning movements south from Twin Oaks Drive may create additional congestion on Twin Oaks Drive and Anchor Drive without the addition of a dedicated southbound left turning lane on Twin Oaks Drive at Munich Court. (Appendix B). This extension would

result in a minimal reduction in travel distance and could potentially increase travel times due to the 50 km/h speed limit on Lauzon Road.

This extension would require multiple clearances and permits, including from the CPKC, the Ministry of the Environment, Conservation and Parks (MECP), the Essex Region Conservation Authority (ERCA) and the City's Drainage Superintendent. It would also need multiple engineering plans/reports/studies, Council approval, and significant funding. It is also important to note that pursuit of this option would require the acquisition of property for right of way north of the CPKC as the lands are currently privately owned.

ii) NextStar Energy EV Battery Plant Access

The construction of two signalized dedicated access points to the NextStar plant from Banwell Road is to be completed in 2025 as construction wraps up on the facility and regular site operations fully commence. Currently, their permanent driveways have been installed, and permits have been issued to NextStar Energy for the installation of the traffic signals, which are scheduled to be installed February, 2025. As per the approved TIS and site plan, only truck traffic will be permitted to access the NextStar facility from Twin Oaks Area, once the facility is fully operational. Employee access to the NextStar Plant will be exclusively from Banwell Road.

These undertakings should considerably normalize traffic flows along Twin Oaks Drive closer to preconstruction levels within this area. During construction of the facility the Twin Oaks entrance was used by both construction and employee traffic.

iii) Construction of Dedicated exit to EC Row East Bound

Preliminary analysis has shown that a dedicated access to EC Row East bound may be possible from Anchor Drive. This access would involve construction of an on ramp and acceleration lane to EC Row starting at a point just east of 9355 Anchor Drive (refer to Appendix B).

Construction of this would allow for a second means of exit from the Twin Oaks industrial Park and alleviate outbound flow though the Twin Oaks /Lauzon Parkway intersection thus reducing congestion during AM and PM peak hours. Further study and detailed design would be required to confirm the feasibility of this option.

Traffic Conditions and Public Safety

Administration has analyzed the Twin Oaks Drive/Lauzon Parkway intersection collision data for the 2015-2023 period (refer to Appendix C). The data shows an as-expected linear relationship between the increase in traffic volume and accidents within this intersection during this period. Industry wide studies find higher traffic volumes to be associated with a net increase in crashes, as the data has shown. There was no pedestrian involved collisions from January 2015 to December 2024. During this same period there were 225 (48 with non-fatal injury) collisions at or related to this intersection. The majority of collisions (40%) were rear end collisions with single vehicle collisions next at 21% and turning movements accounting for 16%. The single vehicle collisions were almost all accountable to excess speed or loss of control.

It is recognized that this intersection is currently functioning at a reduced level of service and has been impacted by capital projects which have been recently completed in this area which have contributed to additional traffic volumes at this intersection during their active construction period (i.e. Banwell/County Road 42 roundabout which was completed in 2024). It is anticipated that traffic patterns and volumes through this intersection will further change during the upcoming construction of future planned capital works in the area (E.C. ROW/Banwell interchange; Banwell corridor improvements; Lauzon Parkway/County Road 42 (Cabana Road East).

Given the dynamic and variable traffic patterns in the area since 2019, Traffic Operations team has been actively monitoring the intersection of Lauzon Parkway/Twin Oaks Drive and have conducted additional AM and PM peak hour traffic volume studies in March, 2023 and October, 2024. Actual traffic volumes were contrasted to the volumes predicted in the 2019 TIS and the appropriate signal timing adjustments were made as per the 2024 findings (Appendix A) in order to optimize the intersection to the degree possible.

After monitoring the intersection, several signal timing adjustments were undertaken. Of note, an additional 10 seconds were allocated to the southbound left turn during the AM peak Plan, which operates from 6:00 AM to 9:30 AM. This measure was implemented to more fully alleviate backups in the southbound left turn lane and relieve problems with traffic trying to access this lane from the EC Row Eastbound exit ramp. The extra time was reallocated from the northbound through movement, which has continued to clear out every cycle, indicating that the adjustment did not adversely affect northbound through traffic flow.

The addition of 10 seconds to the southbound left turn has provided some improvement in reducing backups. Despite the adjustment, the left turn backups have not been completely eliminated. The heaviest congestion occurs between 6:00 AM and 7:00 AM, with a brief spike just before 8:00 AM. These peak periods suggest that the demand exceeds the current capacity even with the added time.

It is important to note that while signal timing changes can help alleviate some congestion, it is not possible to solve infrastructure issues by adjusting timing.

Other Considerations – Business Shift Start/Stop Times

Another potential solution to mitigate the expressed transportation issues could include asking businesses in the Industrial Park to modify their shift start and end times to stagger traffic flow and reduce peak congestion. The feasibility of this option would need to be reviewed with the business operators to confirm if it is possible to accommodate this request.

Risk Analysis:

It is anticipated that more normalized traffic operations within the Twin Oaks Business Park will occur once construction is complete at the NextStar facility, the dedicated access to the NextStar facility is in place, the Twin Oaks access to the NextStar facility is closed and surrounding road improvements within the area are completed (i.e.

Banwell corridor improvements, Lauzon Parkway and Cabana Road East road improvements, etc.); however, the major capital projects noted are expected to continue for the next several years.

As a short-term measure, Administration recommends allowing traffic patterns to re-establish after the closure of the Twin Oaks access to the NextStar site and introduction of dedicated Banwell Road accesses to the NextStar site (anticipated within 4 to 6 months) before conducting a subsequent third party consulting review of the transportation network across the broad business park area.

Administration recommends developing a term of reference for an external transportation consultant to review and identify any potential improvements (short-term and long-term) to feasibly enhance access into/out of theTwin Oaks Business Park area.

Administration would report back to Council regarding the findings of the transportation review and seek approvals/funding to pursue any additional enhancements that may be determined.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

Should Council wish to hire a consultant to identify potential improvements (both short-term and long-term) to enhance access to Twin Oaks, the approximate cost is $44,500 (excluding HST) which could be funded from Environmental Study Capital Project 7086010. The consulting feasibility study would consider current traffic patterns and peak congestion times, alternative access routes (including emergency access), potential environmental impacts, infrastructure improvements, potential impacts on local businesses and residents, etc.

For the temporary route adjustment of the Lauzon 10, there are no operational budget impacts expected. The route has existing running time available to complete this without any added operational costs. There is a minor capital cost for 6 bus stop signs estimated to be approximately $500 that will be covered using existing ICIP funding from WIN-07, capital project #7202003.

For Route 250, there will be a capital cost associated with the bus stop signs to implement this route. This will be covered using existing ICIP funding from WIN-07, project #7202003. A capital cost for the bus to implement this route was approved as part of the 2024 Capital Budget Plan (TRN-004-24). The operating budget to implement this route was approved as part of the overall 2024 operating budget (Budget Issue #2024-0280).

Consultations:

Samuel Atkin, Senior Legal Counsel
Stephan Habrun, Executive Director Transit Windsor (A)
Patrick Winters, Manager of Development
Ray Sayyadi, Senior Transportation Planning Engineer (A)
Prem Patel, Manager, Traffic Operations,
Greg Atkinson, Deputy City Planner – Development
Rob Slater, Executive Initiatives Coordinator
Cindy Becker, Financial Planning Administrator – Public Works

Conclusion:

Addressing transportation and transit challenges in the Twin Oaks Industrial Park can include infrastructure improvements, exploring new access routes, and enhancing existing public transit services to the area. Ongoing monitoring of intersection performance at Twin Oaks Drive/Lauzon Road intersection and potential further adjustments may be required to optimize traffic flow and further reduce traffic congestion, in concert with planned future regional road improvements in this area.

Planning Act Matters:

N/A

Approvals:

Name	Title
Mark Spizzirri	Manager of Performance Management and Business Case Development
Phong Nguy	Executive Director, Operations and Deputy City Engineer (A)
Stacey McGuire	Executive Director, Engineering and Deputy City Engineer
Simpson, David	Commissioner, Infrastructure Services and City Engineer
Wira Vendrasco	City Solicitor
Dana Paladino	Senior Executive Director of Corporate Services (A)
Ray Mensour	Commissioner, Community and Corporate Services

Name	Title
Jelena Payne	Commissioner, Economic Development
Janice Guthrie	Commissioner, Finance and City Treasurer
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

Appendix A – Traffic Counts
Appendix B – Reference Mapping
Appendix C – Collision Frequency

Appendix A

File Name: Lauzon Pkwy - Twin Oaks - 7 am - 9 am
Start Date: 2024-10-10

	Lauzon Pkwy From North (southbound)				Twin Oaks Dr From East(westbound)				Lauzon Pkwy From South(northbound)				South Service Rd From West(eastbound)			
Traffic Movement	Right	Thru	Left	Peds	Right	Thru	Left	Peds	Right	Thru	Left	Peds	Right	Thru	Left	Peds
CARS	97	908	641	0	96	38	45	0	226	765	187	3	192	194	108	0
TRUCKS	44	27	43	0	21	6	7	0	25	65	12	1	19	17	37	0
TOTAL	141	935	684	0	117	44	52	0	251	830	199	4	211	211	145	0
2024 Vehicle Per Hour	71	468	342	0	59	22	26	0	126	415	100	2	106	106	73	0
Traffic Impact Study Predicted	78	576	153		53	14	36		78	448	172		168	45	45	

Over Anticipated Volumes

File Name: Lauzon Pkwy - Twin Oaks - 7 am - 9 am
Start Date: 2023-05-21

	Lauzon Pkwy From North (southbound)				Twin Oaks Dr From East(westbound)				Lauzon Pkwy From South(northbound)				South Service Rd From West(eastbound)			
Traffic Movement	Right	Thru	Left	Peds	Right	Thru	Left	Peds	Right	Thru	Left	Peds	Right	Thru	Left	Peds
CARS	90	874	603	0	131	16	38	0	250	775	189	0	187	100	67	0
TRUCKS	6	39	16	0	28	3	15	0	23	69	17	0	19	7	17	0
TOTAL	96	913	619	0	159	19	53	0	273	884	206	0	206	107	84	0
2023 Vehicle per hour	48	457	310	0	80	10	27	0	137	442	103	0	103	54	42	0

File Name: Lauzon Pkwy - Twin Oaks - 7 am - 9 am
Start Date: 2019-06-04

	Lauzon Pkwy From North				Twin Oaks Dr From East				Lauzon Pkwy From South				South Service Rd From West			
Traffic Movement	Right	Thru	Left	Peds	Right	Thru	Left	Peds	Right	Thru	Left	Peds	Right	Thru	Left	Peds
CARS	85	855	294	0	67	38	44	0	157	643	285	0	245	67	51	0
TRUCKS	25	40	21	0	17	2	13	0	8	80	41	0	62	6	25	0
TOTAL	110	895	315	0	84	40	57	0	165	723	326	0	307	73	76	0
2019 Vehicle per hour	55	448	158	0	42	20	29	0	83	362	163	0	154	37	38	0

File Name: Lauzon Pkwy - Twin Oaks - 3 pm - 5 pm
Start Date: 2024-10-10

	Lauzon Pkwy From North (southbound)				Twin Oaks Dr From East(westbound)				Lauzon Pkwy From South(northbound)				South Service Rd From West(eastbound)			
Traffic Movement	Right	Thru	Left	Peds	Right	Thru	Left	Peds	Right	Thru	Left	Peds	Right	Thru	Left	Peds
CARS	75	1121	284	0	704	132	271	0	48	1608	287	0	267	47	157	0
TRUCKS	43	38	24	0	29	5	12	0	5	24	18	0	25	5	40	0
TOTAL	118	1159	308	0	733	137	283	0	53	1632	305	0	292	52	197	0
2024 Vehicle Per Hour	59	580	154	0	367	68.5	142		26.5	816	153	0	146	26	99	0
Traffic Impact Study Predicted	48	74	101	0	62	50	77	0	43	485	153	0	244	27	83	0

Over Anticipated Volumes

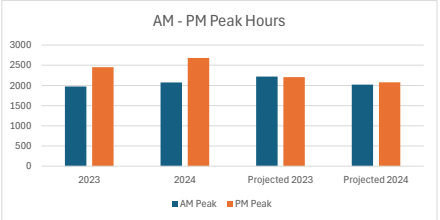
File Name: Lauzon Pkwy - Twin Oaks - 3 pm - 5 pm
Start Date: 2023-05-21

	Lauzon Pkwy From North				Twin Oaks Dr From East				Lauzon Pkwy From South				South Service Rd From West			
Traffic Movement	Right	Thru	Left	Peds	Right	Thru	Left	Peds	Right	Thru	Left	Peds	Right	Thru	Left	Peds
CARS	49	1041	179	0	725	84	190	0	36	1386	279	0	307	35	174	0
TRUCKS	15	60	9	0	17	5	25	0	10	67	18	0	10	2	8	0
TOTAL	64	1101	188	0	742	89	215	0	46	1453	297	0	317	37	182	0
2023 Vehicle Per Hour	32	551	94	0	371	45	108	0	23	727	149	0	159	19	91	

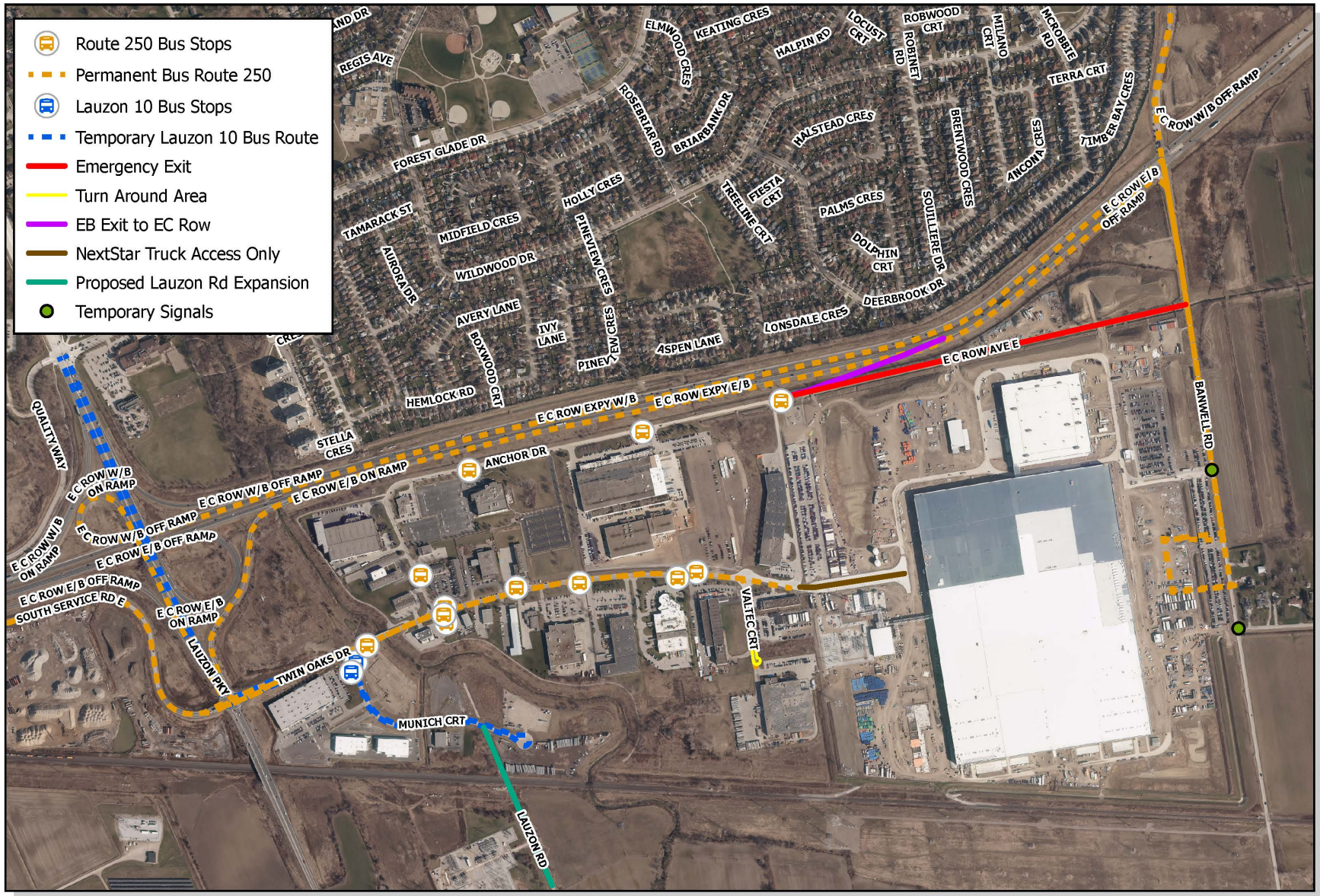
File Name: Lauzon Pkwy - Twin Oaks - 3 pm- 5pm
Start Date: 2019-06-04

	Lauzon Pkwy From North				Twin Oaks Dr From East				Lauzon Pkwy From South				South Service Rd From West			
Traffic Movement	Right	Thru	Left	Peds	Right	Thru	Left	Peds	Right	Thru	Left	Peds	Right	Thru	Left	Peds
CARS	55	961	117	0	73	71	126	0	42	766	14	0	456	50	170	0
TRUCKS	51	68	21	0	17	2	12	0	13	57	53	0	54	2	14	0
TOTAL	106	1029	138	0	90	73	138	0	55	823	67	0	510	52	184	0
2019 Vehicle Per Hour	53	515	69	0	45	37	69	0	28	412	34	0	255	26	92	

	AM Peak	PM Peak	Total Peak Hrs
Actual 2023	1974	2453	4427
Actual 2024	2075	2681	4756
Projected 2023	2219	2205	4424
Projected 2024	2019	2078	4097



Twin Oaks Proposed Traffic and Transit Plans



GEOMATICS ENGINEERING DEPARTMENT CITY OF WINDSOR

THE CITY OF WINDSOR ONTARIO, CANADA

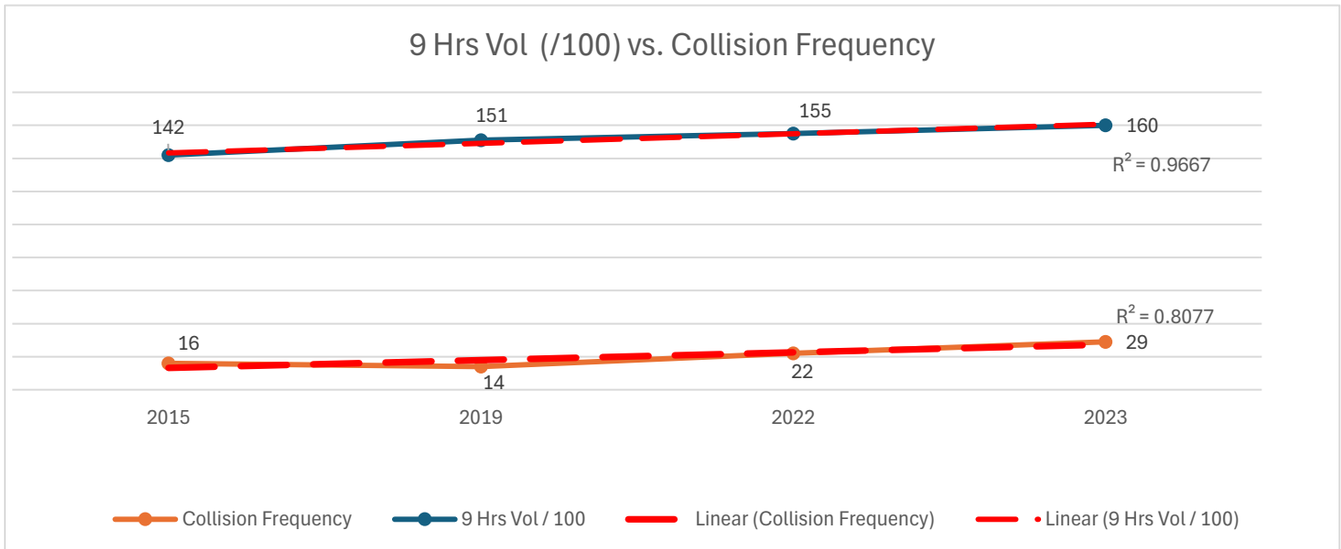
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January 2025

E516A

Created by Engineering – Geomatics

Appendix C



Data Year	South Bound Traffic	North Bound Traffic	West Bound Traffic	East Bound Traffic	9 Hrs Total	Collision Frequency	9 Hrs Vol / 100	Fraction	Collision Rate
2015	5137	6170	1321	1595	14223	16	142	0.1125	3.082
2019	5722	5729	1112	2592	15155	14	151	0.0924	2.531
2022	5586	6189	2116	1592	15483	22	155	0.1421	3.893
2023	5753	5907	2598	1726	15984	29	160	0.1814	4.971

Subject: One-Time Provincial Funding to Address Homelessness Encampments-City Wide

Reference:

Date to Council: February 10, 2025
Author: Jennifer Tanner
Manager, Homelessness and Housing Support
jtanner@citywindsor.ca
519-255-5200 ext 5250

Diane Wilson
Manager, Social and Affordable Housing
diwilson@citywindsor.ca
519-255-5200 ext 5192

Housing and Children's Services
Report Date: 1/24/2025
Clerk's File #: GH/11710

To: Mayor and Members of City Council

Recommendation:

THAT the report of the Manager, Homelessness and Housing Support and the Manager, Social and Affordable Housing dated January 24, 2025 entitled "One-time Provincial Funding to Address Homelessness Encampments" through the Ministry of Municipal Affairs and Housing (the "MMAH") **BE RECEIVED** for information.

Executive Summary:

N/A

Background:

On December 13, 2024, Mayor Dilkens received a letter from the Ministry of Municipal Affairs & Housing (MMAH) Minister Paul Calandra providing information about the Province of Ontario's call to action to address encampments, in part, by making additional investments in housing and homelessness services during the first quarter of 2025.

MMAH has announced new investments across Ontario, including the following:

- $5.5 million to top-up the Canada-Ontario Housing Benefit (COHB) to immediately free-up emergency shelter space for people living in encampments by helping people living in shelters move into longer-term housing
- $20 million to expand shelter capacity and create additional temporary accommodation spaces subject to an approved business case.
- $50 million in last-mile funding for ready-to-build-long-term affordable housing projects across the province. Funding subject to an approved business case.

To access this funding, municipalities had to submit a take-up plan for the COHB top-up, submit business cases, and sign a written pledge that approved funds will be used toward ending encampments. Municipalities were only provided with a three-week window from the time the letter was received to complete and submit the necessary documents. Given the tight deadlines to capitalize on these funding opportunities, Administration obtained approval from the Chief Administrative Officer (CAO 292/2024) to sign a letter pledging Windsor's commitment to using funding toward the goal of ending encampments. A copy of that letter is provided in Appendix A. In addition, approval from the CAO allowed Administration to submit the necessary plans and business cases to MMAH by the deadline, which are outlined below. The funding allocations are available until March 31, 2025, for most programs, with extended deadlines for capital projects.

Administration completed these requirements by the deadline and on January 27, 2025, Mayor Dilkens received a letter from the Minister approving $627,900 in funding for an Encampment Response Initiative (i.e. additional emergency shelter beds) and one capital project. Also, through a separate letter from MMAH, the City of Windsor was approved for an additional $114,100 for the COHB program to assist with the encampment pressures. The original allocation for COHB for 2024 was $776,300. This brings the total funding related to COHB to $890,400.

These investments complement the Province of Ontario's proposed changes to the *Trespass to Property Act* as well as the new *Restricting Public Consumption of Illegal Substances Act, 2024,* which will both provide municipalities with additional enforcement measures related to the removal of encampments. Neither the changes nor the new legislation has yet to be passed.

The purpose of this report is to provide Council with an update on the steps taken by Administration as approved by CAO292/2024.

Discussion:

As of November 30, 2024, data collected through the 311 system and the homelessness outreach services provided by Family Services Windsor Essex shows there are 23 encampments in Windsor with approximately 46 people living in them. The new one-time funding made available through MMAH will help the City of Windsor to employ new strategies aimed at reducing the number of encampments and people sleeping outdoors.

Canada-Ontario Housing Benefit (COHB)

Windsor has been allocated an additional $114,100 in funding under this program for the 2024 – 2025 fiscal year that is anticipated to assist approximately 21 households to move from an emergency shelter to longer-term housing. This approach is meant to free up emergency shelter beds, which will create space for those currently living in encampments. This is in addition to the current annual COHB funding of $776,300.

To access this funding, Administration was required to complete and submit a take-up plan to MMAH by December 27, 2024. The Windsor Essex Community Housing Corporation (CHC) administers the COHB program on behalf of the City of Windsor, ensuring COHB applicants meet the prescribed eligibility and enrolment guidelines in accordance with our Transfer Payment Agreement with the province prior to submitting applications to the Minister of Finance (MOF) for final application processing, eligibility determination, calculating benefit amounts and payments to eligible households. It is important to note COHB applications for this fiscal year, April 1, 2024, through March 31, 2025, must be received by MOF by February 28, 2025.

Expanding Shelter Capacity

Administration submitted a business case to MMAH by the January 3, 2025, deadline, requesting approximately $170,000 in additional funding to add 36 more shelter beds. If approved by MMAH, the plan includes 20 beds for single men, up to 6 beds for single men with pets, and 10 beds for couples that would operate until March 31, 2025, at the Salvation Army Centre of Hope, an existing emergency shelter provider and facility. This was the quickest and most effective option given the short funding timeframe. Since designated spaces for men with pets and couples has not previously been provided in the local emergency shelter system, it is anticipated that this will reduce barriers for people currently living in encampments, making them more likely to access an emergency shelter.

These additional shelter beds opened on January 30, 2025, and will augment the existing 187 beds/rooms provided year-round that are funded through provincial and municipal dollars, and the additional 73 warming centre spaces provided during the winter of 2024 – 2025 in Windsor and Essex County, as funded through federal dollars and recently approved and presented to City Council on December 9, 2024. (C 161/2024)

Homelessness outreach workers will continue to engage with people living in encampments, focussing first on the largest encampments on public property, to encourage people to access the new shelter spaces and begin their journey toward permanent affordable and/or supportive housing.

The business case submitted to MMAH for approximately $170,000 also includes up to $5,000 for the City's Environmental Services area to clean up encampments on public land once they are vacated.

It is expected that this funding will be provided through the existing Homelessness Prevention Program (HPP) transfer payment agreement between MMAH and the City of Windsor. Council has previously delegated authority to Administration to carry out

requirements under HPP (CR 153/2022). Subject to the Ministry's approval, this additional shelter space could be up and running as early as January 13, 2025.

Last Mile Funding for Ready to Build Housing Projects

MMAH recognizes the potential to accelerate the completion of affordable and supportive housing projects in advanced construction stages (i.e. shovel ready, with all mandatory approvals in place for construction to start upon MMAH approval) by providing additional funding. Administration had reached out to the County of Essex, lower tier municipalities, the 32 existing Social Housing Providers/non-profit organizations and previous Rental Housing Capital Proponents to encourage their submission of business cases for affordable and supportive housing projects which meet the funding eligibility requirements. Business cases for Last Mile Funding were to be submitted to MMAH on or before January 10, 2024.

To be considered for Last Mile Funding the requirements for potential projects include the following:

- Projects must be commitment ready with the ability to sign a contribution agreement and provide security within the fiscal year (March 31/2025);
- Projects must be shovel ready, with construction activities able to commence within 120 days of signing the contribution agreement;
- Projects must be able to demonstrate value for money; and
- Align with current Canada-Ontario Community Housing Initiative guidelines.

Administration awaits further direction and information from MMAH as it relates to final approvals of Projects and Proponents that may receive this funding. As with previous rounds of Canada-Ontario Community Housing Initiative (COCHI) funding, once approved, Administration will work with MMAH and the approved Proponents to ensure that all program requirements and timelines are met. It is important to note that as a condition of the Transfer Payment Agreement, no details of the projects can be released until MMAH announces these projects publicly.

Availability of these additional COCHI funds via Last Mile funding will require an amendment to the Ontario Transfer Payment Agreement for COCHI/OPHI between the Province and the City of Windsor dated October 26, 2023 (the "Agreement"), to increase the maximum funding in respect of COCHI. Therefore, Schedule "B" of the Agreement will be amended by signing a sign back letter which will be returned to the Ministry to confirm agreement to the terms and conditions of the additional COCHI funding. Through the previous Community Housing Renewal Strategy Council report (CR 376/2019), Council has delegated authority to Administration to carry out the requirements of this funding stream. There is no cost to municipalities for the actual submission of a business case to MMAH.

Risk Analysis:

With low vacancy rates and high rental costs in the region it may be difficult for households deemed eligible for a COHB to find affordable housing prior to their COHB annual review in the spring of 2025. As such, there is a risk that households will not be assisted by this program in the way this initiative intended. This risk is being mitigated

by utilizing the support of housing workers and other partners in community to assist identified applicants with housing searches across Windsor Essex.

The funding for additional shelter beds is temporary and only available until March 31, 2025. There is a risk that if the additional shelter beds are not funded through upper levels of government for the long-term, there may be an increase in homelessness encampments when these beds are no longer offered. Administration will try to mitigate this risk by analyzing shelter data for the period of January to March 2025 to determine if there needs to be a shift in the number of shelter beds offered for specific populations (e.g. men, women, couples, people with pets), within the existing 187 beds/rooms funded by HPP and municipal dollars. As part of the business case proposal, administration has advised the MMAH that permanent annualized funding is required to ensure long term sustainability of this new initiative.

The Capital projects submitted, are subject to MMAH review and approval and MMAH approved proponents will be required to enter into a Contribution Agreement within the current fiscal year i.e., March 31, 2025. Proponents will be required to work with MMAH on short timelines as well as provide the necessary documentation to be approved to move forward. There is a risk these projects may not be approved by MMAH even if selected should they not meet the program requirements. There is also a risk that projects do not receive full funding for the project, which could be financial barrier to the proponent and project.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

MMAH announced one-time funding for municipalities targeted at reducing encampments in Windsor-Essex County. The receipt of the funding is contingent upon the municipality submitting a written pledge (Appendix A) to use the funds towards ending encampments and submitting business cases for projects. MMAH reserves the right to request a Service Manager to revise and resubmit its business cases, if necessary. Monthly performance outcome and financial reporting (February 2025 and March 2025) is required to track progress towards the goal of reducing encampments. The funding would flow through existing MMAH funding agreements for Homelessness and Housing. Funding is available through the following streams:

- **COHB** – additional $114,100 in top up funding to support approximately 21 individuals in moving to long term shelter. The funding designed to increase the affordability of rental housing is paid directly by MMAH to eligible households. The current $776,300 COHB allocation ends on March 31, 2025.

- **Encampment Response Initiative (through HPP)** – additional funding for the creation of additional temporary emergency shelter capacity or operating costs for temporary shelters. Ineligible costs include beds provided in hotels/motels. Proposal business cases were already submitted by the January 3, 2025, due date.

- **Last Mile Funding Initiatives (through COCHI)** – funding to accelerate completion of affordable and supportive housing in advanced construction stages. Projects must broadly align with the National Housing Strategy (NHS) program requirements, including affordability and rent criteria, contributing to the rent-assisted unit expansion target. There are no restrictions on the number of business cases that can be submitted to the Ministry for funding consideration. Project business cases are due by January 10, 2025, for Ministry consideration and approval.

MMAH has approved a total of $742,000 for the City of Windsor under these funding streams.

As it relates to the Encampment Response Initiative (through HPP) the one-time funding is only available for costs up to March 31, 2025, on-going expansion of capacity or continuation of services beyond this date would require municipal or external sources of funding. Currently, no municipal funding is available within the approved municipal budget to support the continuation of this initiative

The City of Windsor awaits future announcements with respect to allocations of the COHB, COCHI and OPHI funding initiatives.

Consultations:

Kelly Goz, Manager (A), Homelessness and Housing Support

Jolayne Susko, Coordinator, Housing Administration and Policy

Mike Deimling, Social Housing Analyst

Nancy Jaekel, Financial Planning Administrator

Jim Leether, Manager, Environmental Services

Kate Tracey, Senior Legal Counsel

Conclusion:

Through one-time provincial funding allocations and opportunities offered by MMAH for the first quarter of 2025, Administration seeks to implement new strategies aimed at reducing the number of encampments and people sleeping outdoors. The learnings from this time-period and the injection of additional funding dollars will be used to inform future funding allocations made by Administration and may support advocacy for increased and/or targeted funding from all levels of government.

Planning Act Matters:

N/A

Approvals:

Name	Title
Linda Higgins	Manager, Intergovernmental Funding
Jennifer Tanner	Manager, Homelessness and Housing Support
Diane Wilson	Manager, Social and Affordable Housing
Kirk Whittal	Executive Director, Housing and Children's Services
Wira Vendrasco	City Solicitor
Janice Guthrie	Commissioner, Finance and City Treasurer
David Simpson	Commissioner, Infrastructure and City Engineer
Andrew Daher	Commissioner, Human and Health Services
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email
List provided to Clerk's office		

ppendices:

1 Appendix A - Encampment Pledge, Windsor

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THE CITY OF WINDSOR
ONTARIO, CANADA

Office of the Chief Administrative Officer

December 23, 2024

The Honorable Paul Calandra
Minister of Municipal Affairs and Housing

SUBJECT: COMMITMENT TO UTILIZE FUNDS FOR ENCAMPMENT CLEARANCE

We are writing to formally confirm our commitment to using the allocated and/or awarded funds to support the clearing of encampments and to provide people living in these encampments with access to reasonable alternative accommodation within the City of Windsor service area. This initiative is part of our ongoing efforts to improve public safety, health and the overall quality of life for all residents.

We understand the importance of addressing the challenges posed by encampments and are dedicated to implementing effective solutions. As a pre-condition of receiving encampment response funding, the City of Windsor commits to focus efforts on the following activities:

1. **Assessment and Planning:** Conducting thorough assessments of encampment sites to develop comprehensive clearance plans.
2. **Engagement and Support:** Providing outreach and support services to help people living in encampments successfully transition to reasonable alternative accommodations.
3. **Site Clearance**: Safely and efficiently clearing encampment sites, ensuring minimal disruption to the surrounding community.
4. **Post-Clearance Measures:** Implementing measures to prevent the re-establishment of encampments, including increased monitoring and community engagement.

We are committed to transparency and accountability throughout this process. Regular updates and reports will be provided to ensure appropriate progress and the effective use of funds.

Sincerely,

Signed by:
Janice Guthrie
BE81D1F3725847F...
Janice Guthrie
Acting Chief Administrative Officer

Authority CAO292/2024 Approved as to Form	Authority CAO292/2024 Approved as to Content	Authority CAO292/2024 Approved as to Content
Initial WHV	DS KW	DS KW
Legal Counsel	ED, Housing & Children's Services	Commissioner, Human & Health Services

City of Windsor | 350 City Hall Square West | Suite 520 | Windsor, ON | N9A 6S1
caodept@citywindsor.ca | www.citywindsor.ca

Subject: Auditor General of Ontario's Annual Report regarding the Implementation and Oversight of Ontario's Opioid Strategy – City Wide

Reference:

Date to Council: February 10, 2025
Author: Fina Pirrone
Executive Initiatives Coordinator
fpirrone@citywindsor.ca
519-255-5200 ext 5354

Report Date: 1/24/2025
Clerk's File #: MH2025

To: Mayor and Members of City Council

Recommendation:

THAT the report of the Executive Initiatives Coordinator dated January 24, 2025, entitled "Auditor General of Ontario's Annual Report regarding the Implementation and Oversight of Ontario's Opioid Strategy – City Wide" **BE RECEIVED** for information.

Executive Summary:

N/A

Background:

On December 9, 2024, CR542/2024 was approved which included the following motion: "That Administration **BE DIRECTED** to bring forward the Auditor General of Ontario's Annual Report regarding the Implementation and Oversight of Ontario's Opioid Strategy to a future meeting of Council for Council's consideration."

Ontario's Ministry of Health launched its Opioid Strategy, *Strategy to Prevent Opioid Addiction and Overdose,* in October 2016, focusing on a harm reduction approach organized into four pillars: Appropriate Prescribing and Pain Management, Treatment, Harm Reduction, and Surveillance and Reporting. The Ministry invested over $222 million initially, increasing to more than $260 million in 2018/2019. In 2020, an additional $258 million was committed under the Ministry's *Roadmap to Wellness: A Plan to Build Ontario's Mental Health and Addictions System*, with $124 million allocated for 2024/2025, over three years. Yet, between 2016 and 2023, opioid-related deaths in Ontario increased by approximately 205%. The economic impact has been significant, with costs rising from $1.3 billion in 2007 to $2.7 billion in 2020. Emergency room visits related to opioids surged by 296% from 2014 to 2023. Many regions have declared

states of emergency due to the opioid crisis and associated issues like homelessness and mental health challenges.

Since the launch of the Opioid Strategy in 2016, Ontario has experienced a rise in opioid-related deaths, prompting the Auditor General of Ontario (AGO) to audit the Strategy from January to October 2024. The audit focused on four types of opioid-related sites: Consumption and Treatment Services (CTS), Opioid Agonist Therapy (OAT), Rapid Access Addiction Medicine (RAAM) clinics, and Naloxone programs. It involved interviews with experts, service providers, and pharmacies, along with site visits and analyses of regulations, legislation, and data from various health sources and agencies. Benchmarking and jurisdictional comparisons were also conducted as part of the audit.

Locally, the Windsor-Essex Community Opioid and Substance Strategy (WECOSS) focuses on reducing harms related to substance use at the community level by having a network of local organizations, supported by the Windsor-Essex County Health Unit, come together. Within the January 6, 2025 WECOSS Information Bulletin, it was identified that a total of 140 total drug alerts were issued from January 2024 – December 2024. In addition, the most common substance reported in December 2024 was Fluorofentanyl, a new substance that can be up to 2 times stronger than fentanyl.

Discussion:

The findings of the AGO's audit highlighted a total of seven key finding sections, along with seven categories of recommendations for the Ministry of Health (MoH) to action. In response to the recommendations, the MoH has agreed to implement them with work already underway.

Within the first finding section, it was determined that poor data tracking created difficulties with planning, improving, and monitoring addiction services as outcome-based performance measures were not consistently tracked and reported. In addition, it had been found that no one organization leads, oversees, or co-ordinates the work of the different aspects of the opioid crisis, creating a lack of clear accountability and leadership structure. Finally, the AGO determined that the 2016 Opioid Strategy is a model that does not address the growing risks and needs, thus indicating that the 2016 Opioid Strategy is out of date. As a result of this, four recommendations were provided to the MoH:

1. A new Opioid Strategy
2. Create a clear leadership, accountability, and governance structure
3. Identify and implement outcome-based performance measures
4. Improve the provincial addictions and mental health data by working with the Ministry created Mental Health and Addictions Centre of Excellence (MHA CoE)

The second section of AGO findings stated that access to Supervised Consumption Services was reduced in regions with high or growing needs in the area without evidence-based analysis, and the change Supervised Consumption Services was completed without an impact analysis, without consultation, and without proper planning. With a focus on Homelessness Addiction and Recovery Treatment (HART)

Hubs, the investment of $378 million was allocated without a needs-based assessment, nor was a comprehensive plan to quantify the possible impacts created. Four recommendations were provided to the MoH to complete all necessary planning prior to the transition to HART Hubs:

1. Work with providers to support those who may be impacted by the closure of any Consumption and Treatment Services (CTS)
2. Engage with all and any relevant stakeholders
3. Develop a performance measurement plan
4. Deploy relevant public health measures in areas where Supervised Consumption Service sites are closing

The third finding section revealed that not only was access limited to Comprehensive Care through Opioid Agonist Therapy (OAT) providers but the initial operation of OAT in emergency departments and primary care settings was infrequent. OAT is a medication-assisted treatment that is used to assist individuals reduce opioids cravings and prevent withdrawal symptoms. The Ministry was made aware that many users who require OAT would also benefit from additional services, such as counseling and social support. The AGO indicated that there has been no review or evaluation on if current model changes are to occur. Three recommendations were provided by the AGO:

1. The MoH should work with OAT providers to increase and improve access to wraparound supports
2. The MoH should work with regulatory colleges, medical practitioners, and hospitals to identify best practices as they surround the availability of OAT
3. The MoH should work closely with medical practitioners and clinical research experts to determine if the OAT treatment options are accessible

The topic of the fourth finding section are the Rapid Access Addiction Medicine (RAAM) clinics. As indicated by the AGO, not only were RAAM clinics not monitored due to a lack of complete and accurate data, but RAAM clinics were also not accessible or available to those in communities with the highest service needs. There was an inability to collect information as the process was inconsistent and fragmented, while quality metrics were not being measured. Furthermore, RAAM clinics did not operate daily and had limited operating hours. The three recommendations provided to the MoH indicated:

1. An evaluation of the effectiveness, outcomes, and accessibility of RAAM clinics should be completed
2. Use the above results to improve and implement required changes
3. Standard quality metrics for performance monitoring should be developed and implemented

The focus of the fifth findings section was inappropriate billing practices and Naloxone claims from pharmacies not being adequately monitored, along with unusual or questionable distribution practices by pharmacies not being addressed promptly leading to possible abuse of the Ontario Naloxone Program for Pharmacies (ONPP). Two of the ten pharmacies visited during the AGOs audit had violated procedures for ordering naloxone kits as it relates to payment claims. The pharmacy visits also raised concerns

about the lack of consistent documentation between pharmacies. The AGO recommended that the MoH:

1. Monitor all naloxone claims
2. Address and identify unusual naloxone distribution practices
3. Strengthen the partnership between the Ontario Naloxone Program (ONP) and the ONPP

In the sixth finding category, the AGO identified that opioid-prescribing and dispensing activities were not monitored, nor was information regularly shared with regulatory colleges. Additionally, oversight of physician billings for addiction medicine services was lacking and not all dispensers and prescribers had access to real-time drug-dispensing data. As support for the findings, it was indicated that regulatory colleges and the Ministry did not collaborate to detect abnormal trends of inappropriate opioid prescribing or dispensing. Moreover, concerns from addiction medicine experts arose towards physicians maximizing the billings under the fee-for-service model, which raised additional concerns about the comprehensiveness and quality of care being provided. Five recommendations were provided to the MoH:

1. Regular follow-up and analysis on unusual cases or trends of opioid-prescribing
2. Dispensing activities be shared with regulatory colleges and acted upon
3. The MoH promote access to data in the Narcotics Monitoring System through the Digital Health Drug Repository for healthcare professionals
4. The MoH continue a relationship with Ontario Health for the use of practice reports
5. The MoH complete a review of physician billings as it related to opioid care

Lastly, the seventh finding of the AGO audit indicates that emerging practices require evaluation as they seem to only exist in isolation. To expand, varying services are being utilized by service providers in Ontario in which there has been no action to evaluate the effectiveness, outcomes, or risks. Here, the AGO recommends:

1. The MoH partner with clinical research experts in order to complete the required comprehensive evaluations of practices being implemented in other jurisdictions, such as Alberta, to allow for evidence-based informed decisions on implementation considerations in Ontario.

Risk Analysis:

N/A

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

N/A

Consultations:

Kirk Whittal, Executive Director, Housing and Children's Services
Jennifer Tanner, Manager, Homelessness and Housing Support
Kelly Goz, Manager, Homelessness and Housing Support
Whitney Kitchen, Coordinator, Housing Administration and Development
Doran Anzolin, Executive Initiatives Coordinator
Stephen Lynn, Manager, Social Policy and Planning

Conclusion:

In conclusion, the audit of the Implementation and Oversight of Ontario's Opioid Strategy by the Office of the Auditor General of Ontario examined Ontario's strategy to respond to the opioid crisis through its 2016 Opioid Strategy. The AGO identified seven key categories of findings of which each has its respective recommendations. Concisely, the AGO established that the Ministry of Health did not have effective methods in place to successfully combat the ever-changing and evolving climate of the opioid crisis in Ontario. The Ontario Ministry of Health, as per the audit report, acknowledged and agreed with all seven recommendation categories provided.

Planning Act Matters:

N/A

Approvals:

Name	Title
Fina Pirrone	Executive Initiatives Coordinator
Andrew Daher	Commissioner, Human and Health Services
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email
List provided to Clerks office		

Appendices:

Subject: AMO Reports on the Opioid Crisis & Homeless Encampments: A Municipal Perspective – City Wide

Reference:

Date to Council: February 10, 2025
Author: Doran Anzolin
Executive Initiatives Coordinator
CAO's Office
danzolin@citywindsor.ca

Fina Pirrone
Executive Initiatives Coordinator
Human & Health Services
Fpirrone@citywindsor.ca
519-255-5200 ext 5354

Report Date: 1/24/2025
Clerk's File #: MH2025

To: Mayor and Members of City Council

Recommendation:

THAT the report of the Executive Initiative Coordinators dated January 24, 2025 entitled "AMO Reports on the Opioid Crisis & Homeless Encampments: A Municipal Perspective – City Wide" **BE RECEIVED** for information.

Executive Summary:

N/A

Background:

On December 9, 2024, CR539/2024 was approved which included the following motion:

> "**THAT** consideration of the following Notice of Motion introduced by Councillor Kieran McKenzie at the December 9, 2024 meeting of Council, **BE REFERRED** back to administration for a thorough report back to a future meeting of Council regarding the implications of supporting AMO's recommendations and the implications of using the notwithstanding clause and to allow for consultation with stakeholders."

The Association of Municipalities of Ontario (AMO) released two critical policy reports on July 2, 2024: *Homeless Encampments in Ontario: Municipal Perspective* and *The Opioid Crisis: a Municipal Perspective*. Since the release of these reports, greater action from the province was called for throughout the fall of 2024 from some Ontario Mayors asking the province to provide municipalities with greater tools and guidelines for municipalities to remove encampments, and if necessary, for the province to invoke the notwithstanding clause to provide these tools to the municipalities. During this time, the Ontario Big City Mayors (OBCM) *Solve the Crisis* campaign was also launched.

Subsequent to the motion and referral notice on December 9th, there has been a lot of activity, news and announcements.

- On December 12, 2024, the provincial government introduced the Safer Municipalities Act and the Restricting Public Consumption of Illegal Substances Act

- On December 12, 2024, the provincial government announced that $75.5 million in combined one-time provincial and federal funding for housing and homelessness supports would be available to Service Managers to fund solutions in response to these growing concerns. This funding includes:
    - $5.5 million to increase the Canada-Ontario Housing Benefit (COHB);
    - $20 million for emergency shelters and temporary accommodations; and
    - $50 million for ready-to-build affordable housing projects.

  As part of this funding, the province mandated municipal service managers to report on the number of individuals transitioned from encampments to accommodations and required Ministry approval of business cases submitted by municipalities.

- In January 2025, the Mayor and City Council of Hamilton, decided to end the encampment protocol, following a ruling by the Ontario Superior Court of Justice indicating that clearing encampments from parks does not infringe on Charter freedoms. Starting in March 2025, Hamilton will reinstate a ban on tents in parks. This decision comes supported by Hamilton City Council's backing of investments in housing and homelessness, which include rent supports, additional shelter spaces, and plans for more affordable housing.

- *Municipalities Under Pressure: The Human and Financial Cost of Ontario's Homelessness Crisis* was another report released in January 2025 by HelpSeeker Technologies in collaboration with Association of Municipalities of Ontario (AMO), Ontario Municipal Social Services Association (OMSSA), and Northern Ontario Service Deliverers Association (NOSDA). Policy recommendations were made in the report highlighting the complex and growing social and health crises in Ontario, including homelessness, mental health, and opioid addiction, and a call for provincial leadership and intergovernmental collaboration.

At a high level, the report highlights that over 80,000 Ontarians experienced homelessness in 2024, a 25% increase since 2022, with over half being chronically homeless. Municipalities have borne the brunt of addressing homelessness, spending over $2.1 billion on housing programs in 2024 alone. The report warns that homelessness could double in the next decade, potentially affecting up to 300,000 Ontarians during an economic downturn. It recommends that in order to prevent homelessness, the Province needs to invest $11 billion over 10 years to create 75,000 affordable and supportive housing units. In addition, another $2 billion over eight years is needed to increase support services and transitional, community, and supportive housing capacity.

This Council report is intended to address the AMO report and recommendations while a P&C memo is provided to Council to address the legal implications of using the notwithstanding clause.

Discussion:

Homeless Encampments in Ontario: A Municipal Perspective

The AMO report underscores the rising prevalence of homeless encampments in Ontario, with at least 1,400 encampments documented in 2023 throughout the province. These encampments are symptomatic of deeper systemic failures in housing, health, and social systems. The report identifies several challenges and opportunities:

- Challenges:
    - Municipalities are often left to manage the crisis despite lacking the necessary resources, tools, and jurisdiction.
    - Encampments expose residents to severe health and safety risks, including extreme weather, fires, and inadequate sanitation.
    - Conflicts often arise between the needs of encampment residents, community expectations, human rights considerations, and municipal responsibilities.
    - Progress on encampments depends on provincial leadership to address the root causes of homelessness, including:
        - Income Insecurity: Ontario Works provides $733 per month—unchanged since 2018—despite rising costs of living.
        - Lack of Affordable Housing: The supply of deeply affordable housing remains insufficient.
        - Mental Health and Addictions: Systemic gaps continue to affect the delivery of mental health and addiction services, with the high demand for support leading to significant wait times for individuals seeking treatment.
    - Federally, the Parliamentary Budget Officer reports funding is insufficient to meet the federal target of reducing chronic homelessness by 50%, requiring $3.5 billion annually—seven times the current funding.
- Recommendations:
    - AMO's Recommendations to the Province:
        - Expand emergency shelter systems to address growing demand.

        - Develop provincial guidance for managing encampments to ensure consistency and legal clarity.
        - Match federal funding to address encampments, as called for in the 2024 Federal Budget.
    - AMO's Recommendations to Municipalities:
        - Assess risks associated with encampments and take mitigation actions.
        - Ensure compliance with the Charter and Ontario Human Rights Code.
        - Conduct outreach and engage with encampment residents, Indigenous communities, and individuals with lived experience of homelessness to inform appropriate responses.

Local Context: Homelessness Response

The Windsor Essex By Names Prioritized List (BNPL) indicates that as of December 31, 2024, there were 924 households experiencing homelessness, including 168 people who indicate they sleep outdoors. The City of Windsor has allocated provincial, federal and municipal funding for local homelessness programs including, but not limited to, homelessness prevention programs, outreach workers, emergency shelters, day programs, Housing First programs, and supportive housing. However, as the studies referenced in this report suggest, there is a need for additional funding to achieve meaningful reductions in homelessness.

The Opioid Crisis in Ontario: Municipal Perspective

The opioid crisis continues to have significant social and economic impacts on municipalities, especially on key municipal services such as homelessness prevention, affordable housing, and social services. As outlined previously by past AMO reports, the causes of the opioid crisis are multi-faceted and are composed by decades of inadequate investments in social systems. As municipalities bear the consequences of addressing the toxic drug and opioid crisis, additional provincial leadership, action and resources are urgently required. As stated in the report, in the past five years almost 50% of those who died from an opioid-related toxicity overdose had not been diagnosed with an opioid addiction. Additionally, between 2013 and 2021, the rate of opioid related deaths among youth in Ontario increased by more than 360%, in comparison to the rate of youth seeking opioid agonist therapy decreased by more than 50%.

In order to provide a comprehensive response to the significant challenges faced by municipalities, AMO outlines the following four key areas for consideration: prevention, treatment, enforcement, and harm reduction.

Prevention

- AMO advocates for prevention funding that must be sustainable and substantial for long-term impact.
    - This includes investments, particularly for youth, that can provide alternatives to substance use, with interventions tailored to Ontario's diverse population.

Treatment

- Long waitlists, limited access to medically supervised withdrawal management, and a lack of 24/7 crisis beds remain significant issues, as identified by AMO.
    - AMO indicates that bed-based treatments are valuable but costly and that the focus should be on providing voluntary treatment options to those who seek help.

Enforcement

- First responders require more support as they increasingly assist individuals in crisis due to mental health and substance use challenges.
- AMO advocates to the province to explore more opportunities for first responders, such as paramedics, to connect individuals to opioid agonist therapy.
    - As per the Mental Health Act, police have the authority to apprehend people who may be a safety risk, but lack clarity on where they can be taken for help.
    - AMO indicates that emergency departments and correctional facilities are not ideal options, and alternative models like 24/7 crisis centers and regional detox facilities should be expanded to provide better support.

Harm Reduction

- Harm reduction aims to reduce the negative consequences of drug use, both legal and illegal, without necessarily reducing drug use itself.
- AMO supports recent provincial investments in mobile crisis response teams and supervised consumption sites as part of Ontario's harm reduction strategy.
    - However, AMO believes that municipalities should not bear the financial burden of funding these services through property taxes or short-term healthcare partnerships.
    - Local governments understand their communities' needs but cannot be expected to fund healthcare costs. AMO highlights that the uncertainty around the future of harm reduction programs and the lack of response to municipal funding applications hinder effective action on the drug crisis.

Local Context: Opioid Crisis

In Windsor, the Windsor-Essex Community Opioid & Substance Strategy (WECOSS) generates alerts in response to any increase in substance use incidents within the Windsor-Essex region. WECOSS is a network of local organizations, supported by the Windsor-Essex County Health Unit, that collaborate to minimize the harm associated with substance use within the community. Between January 2024 and December 2024, 140 total drug alerts were initiated. WECOSS has recently identified a new substance, Fluorofentanyl, which can be up to twice as potent as fentanyl, indicating that the drug supply is becoming increasingly dangerous.

In summary, both AMO reports have made it evident that without additional funding and supports from upper levels of government to tackle the growing challenges faced by municipalities, the situation will only continue to worsen. The implications of insufficient funding will result in further increases in homelessness, rise in poverty, growth of mental health issues, continuation of intergenerational trauma experienced by Indigenous communities and elevated usage of the criminal justice system.

Risk Analysis:

N/A

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

N/A

Consultations:

Kirk Whittal, Executive Director, Housing and Children's Services

Jennifer Tanner, Manager, Homelessness and Housing Support

Kelly Goz, Manager, Homelessness and Housing Support

Whitney Kitchen, Coordinator, Housing Administration and Development

Kate Tracey, Senior Legal Counsel

Wira Vendrasco, City Solicitor

Craig Robertson, Manager of Licensing and Enforcement & Deputy Licence Commissioner

Conclusion:

The AMO policy reports highlight the urgent need for provincial leadership and enhanced intergovernmental collaboration to address the homelessness and opioid crises. Homeless encampments and opioid addiction are symptoms of systemic failures that municipalities cannot address alone. While the City of Windsor and community partners have taken meaningful steps to mitigate these challenges, the scale and complexity of these crisis demand substantial new investments from upper levels of government, policy reforms, and a clear provincial framework.

Each of the reports present a comprehensive set of recommendations, offering valuable insights, perspectives and positions. While each recommendation has merit, it is important to recognize that there will always be differing opinions around best practices and strategic use of resources, that will naturally vary based on personal values, beliefs

and priorities. This is not a simple matter that can be defined easily as to “what is right” nor “what is wrong or immoral”. Ultimately, the implications of supporting the AMO recommendations and/or any specific aspects of the recommendations truly rests with each member of Council, who must determine individually whether their position on this matter aligns with their own personal beliefs, visions and principles.

Planning Act Matters:

N/A

Approvals:

Name	Title
Doran Anzolin	Executive Initiatives Coordinator
Fina Pirrone	Executive Initiatives Coordinator
Andrew Daher	Commissioner, Human and Health Services
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email
List provided to clerks office		

Appendices:

Subject: A By-law to authorize the execution of the Transfer Payment Agreement for the Ministry of the Environment, Conservation and Parks (MECP) Great Lakes Program Grant - City Wide

Reference:

Date to Council: February 10, 2025
Author: John Aquino
Asset Coordinator
519-255-6100 ext. 6667
jaquino@citywindsor.ca
Asset Planning
Report Date: 1/9/2025
Clerk's File #: EI/14795

To: Mayor and Members of City Council

Recommendation:

THAT Council **PASS** a By-law authorizing the execution of the Transfer Payment Agreement for the Ministry of the Environment, Conservation and Parks (MECP) Great Lakes Program required by His Majesty the King in Right of Ontario as represented by the Minister of the Environment, Conservation and Parks for Phase 3 of the Installation of Maintenance Hole Cover Seals; and further,

THAT By-law _____**BE PASSED** at the February 10th, 2025 meeting of Council.

Executive Summary:

N/A

Background:

The Ministry of the Environment, Conservation and Parks (MECP) Great Lakes Program is intended to aid communities so that they are better prepared to adapt to climate change and build resilience. This program is intended to help Ontario implement a key commitment of the Canada-Ontario Agreement (COA) on Great Lakes Water Quality and Ecosystem Health, specifically Annex 10 (Climate change impacts and resilience), Result 4 (b):

Explore opportunities to help Great Lakes communities consider climate change impacts to Great Lakes water quality and ecosystem health including, but not limited to, shoreline erosion, drought, and flooding, as part of community adaptation planning and initiatives to build community resilience.

As per CAO 116/2024 The Corporation of the City of Windsor (City) submitted an application for the MECP Great Lakes Program on May 27th, 2024 to receive funding to support the staff time required for Phase 3 of the installation of Maintenance Hole Cover Seals, as part of the Sewer and Coastal Flood Protection Master Plan (SMP). The intention of this project is to reduce the amount of storm water entering the sanitary sewer system and wastewater treatment plant which contribute to basement flooding, plant by-passes and sewer overflows. On October 30th 2024 the City received notification that it was successful in obtaining funding, however, when the City received the Transfer Payment Agreement (the "Agreement") it became aware of a new requirement outlining the need for a by-law to allow the City to enter into and execute the Agreement.

Discussion:

As noted above, through the award of funding, the City was made aware of a new requirement per His Majesty the King in Right of Ontario as represented by the Minister of the Environment, Conservation and Parks that a municipal by-law is required to enter into and execute the Agreement. Section B.7 (b) of the Agreement provides that the City take all necessary actions to authorize the execution of the Agreement, including passing a municipal by-law authorizing it to enter into the Agreement.

To accommodate this request, a by-law is being brought forward to authorize the execution of the Agreement. The by-law is being considered for Council approval at this time to ensure the City can accommodate the aggressive timelines that are inherent when executing this Agreement.

Risk Analysis:

If this by-law is not passed, the City risks not being able to execute the Agreement and therefore risks not receiving funding provided by the funding provider.

Climate Change Risks

Climate Change Mitigation:

There is no climate change mitigation risk associated with this funding opportunity.

Climate Change Adaptation:

The MECP has developed this grant to support climate change adaptation efforts to benefit the Great Lakes and fulfill the commitment under Annex 10 (Climate change impacts and resilience) of the Canada-Ontario Great Lakes agreement.

Administration has selected projects that support these commitments, including:

- Improve our understanding of climate change impacts on Great Lakes water quality and ecosystem health;
- Assess existing and future climate change vulnerabilities and risks; and

Advance the integration of climate change considerations into Great Lakes management strategies.

Financial Matters:

Funding of $271,000 has been approved through the MECP Great Lakes Program to support staff time required for the installation of the following:

- Seal Maintenance Hole Covers – Phase 3: $135,500 for 2024-2025 and $135,500 for 2025-2026.

As stated, a by-law authorizing the execution of the Agreement is required to receive funding under the MECP Great Lakes Program.

Consultations:

Joshua Meloche – Senior Legal Counsel

Pierfrancesco Ruggeri – Technologist III

Ian Wilson – Water & Wastewater Engineer

Kathy Buis – Financial Planning Administrator

Stacey McGuire – Executive Director, Engineering/Deputy City Engineer

Conclusion:

Administration recommends this report and subsequent by-law are approved in order to receive funding from the MECP Great Lakes Program through the Agreement.

Planning Act Matters:

N/A

Approvals:

Name	Title
Natasha Gabbana	Senior Manager, Asset Planning
Wira Vendrasco	City Solicitor
David Simpson	Commissioner, Infrastructure Services and City Engineer
Dana Paladino	Senior Executive Director - Corporate Services (Acting)
Ray Mensour	Commissioner, Community and Corporate Services

Name	Title
Janice Guthrie	Commissioner, Finance and City Treasurer
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

Subject: Forest Glade North Servicing Municipal Class Environmental Assessment Study - Ward 8

Reference:

Date to Council: February 10, 2025
Author: Patrick Winters
Manager, Development
519-255-6100 ext. 6462
pwinters@citywindsor.ca
Development – Engineering
Report Date: 1/16/2025
Clerk's File #: GM2025

To: Mayor and Members of City Council

Recommendation:

I THAT Council **ENDORSE** the draft Environmental Study Report for the Forest Glade North Servicing Municipal Class Environmental Assessment Study as a planning document with recommendations supporting the Preferred Solution and Preferred Design as identified and prepared by R.J. Burnside & Associates Limited, dated January 2025; and,

II THAT Administration **BE DIRECTED** to finalize the Environmental Study Report for the Forest Glade North Servicing Municipal Class Environmental Assessment Study and issue the Notice of Study Completion in accordance with the Municipal Class Environmental Assessment planning process to commence a 45 day review period immediately following finalization of the Study.

Executive Summary:

N/A

Background:

Rock Developments East Windsor Inc. initiated a Municipal Class Environmental Assessment (MCEA) Study on behalf of the City of Windsor in accordance with appropriate regulations [*Ontario's Environmental Assessment Act, R.S.O. 1990*] in order to evaluate options for providing new municipal services to the Forest Glade North Planning Area (the "FGN EA Study"). The FGN EA Study aims to build on the

conclusions of the Forest Glade North Secondary Plan (FGNSP) which was added to the City's Official Plan in 2004 under OPA #40 and further amended by OPA #159 in 2022.

The FGNSP identified an alignment for two collector roads through the area and identified the need for a future study regarding collection systems for the area's stormwater and wastewater, as well as other utilities needed to service the area. The study area is bounded by Lauzon Parkway to the east, Tecumseh Road East to the south, Jefferson Boulevard to the west and the Hawkins Drain to the north.

The MCEA is a standardized approach that sets out a planning process for classes or groups of activities. It applies to projects that are carried out routinely and have predictable environmental impacts that can be readily managed. Projects defined within a MCEA require no further environmental approval under Section 5 of the *Environmental Assessment Act*, conditional upon being planned according to the procedures set out in the document and not being subject to a Part II Order. The draft Environmental Study Report (ESR) completed for this project identifies any impacts, both positive and negative, as a result of the proposed project, high level costing, conceptual drawings and identification of a preferred alternative.

Discussion:

The FGN EA Study was initiated in response to several new developments currently being considered within the FGNSP area, most notably a proposed commercial development by Rock Developments East Windsor Inc. for approximately 14 Hectares (35 Acres) of land immediately north of the existing Home Depot Store located at 6630 Tecumseh Road East. In order to support the scale of the proposed development, full municipal services need to be extended to the area as originally contemplated under the FGNSP.

Class EA Schedule Confirmation

The FGN EA Study covers collector roads, stormwater management facilities and wastewater sewers needed to service the FGNSP area. Under the MCEA process, projects are classified under schedules based on the complexity and potential for environmental impact. The MCEA Schedules associated with each project were confirmed with the Municipal Engineers Association at the start of the project and are summarized below:

1. Transportation Road Extensions – Schedule C
2. Stormwater Management – Schedule B
3. Wastewater Collection System – Schedule B

Public Consultation

Public consultation is an important part of the MCEA process. Project related information and updates have been maintained on the Project Website (www.WindsorEAs.ca) throughout the study under the heading, *"Forest Glade North*

Servicing Environmental Assessment". As noted this study relied on the previously completed FGNSP in order to satisfy Phases 1 and 2 of the Class EA Process, only one additional Public Information Centre (PIC) was required.

The Notice of Study Commencement and PIC was issued on November 8, 2024, and mailed to individuals directly affected. It was also emailed to stakeholders and review agencies, posted on the City's website, and published in the Windsor Star newspaper.

The PIC was held on November 26, 2024, between 5:00pm and 7:00pm at the Serbian Centre Catering and Events Facility [6770 Tecumseh Road East], with display information available on the City's website (www.WindsorEAs.ca). The purpose of the PIC was to:

- Provide a summary of study background and the MCEA process;
- Provide an overview of the work previously completed under the FGNSP
- Present the problem and opportunity statements;
- Provide an overview of completed and planned technical studies;
- Identify the alternative solutions;
- Present the evaluation criteria;
- Present the evaluation of alternative solutions and the preferred servicing solution;
- Allow property owners and the public to provide input;
- Enable the use of public feedback in the next stage of finalizing recommendations; and,
- Identifying the next stage of the process.

Four (4) people attended the PIC, including three (3) land owners and Councillor Kaschak. Representatives from Administration, RJ Burnside, and Rock Developments were also in attendance. In addition to discussions during the meeting, those in attendance were also encouraged to provide feedback on the FGN EA Study by submitting comment sheets via in-person, email or mail.

Discussion during the meeting generally covered the following topics:

- Construction timing;
- Property acquisition timing and process; and,
- Access to properties during and after construction

Indigenous Communities were contacted directly and invited to participate in dedicated consultation sessions, as outlined in the MCEA process.

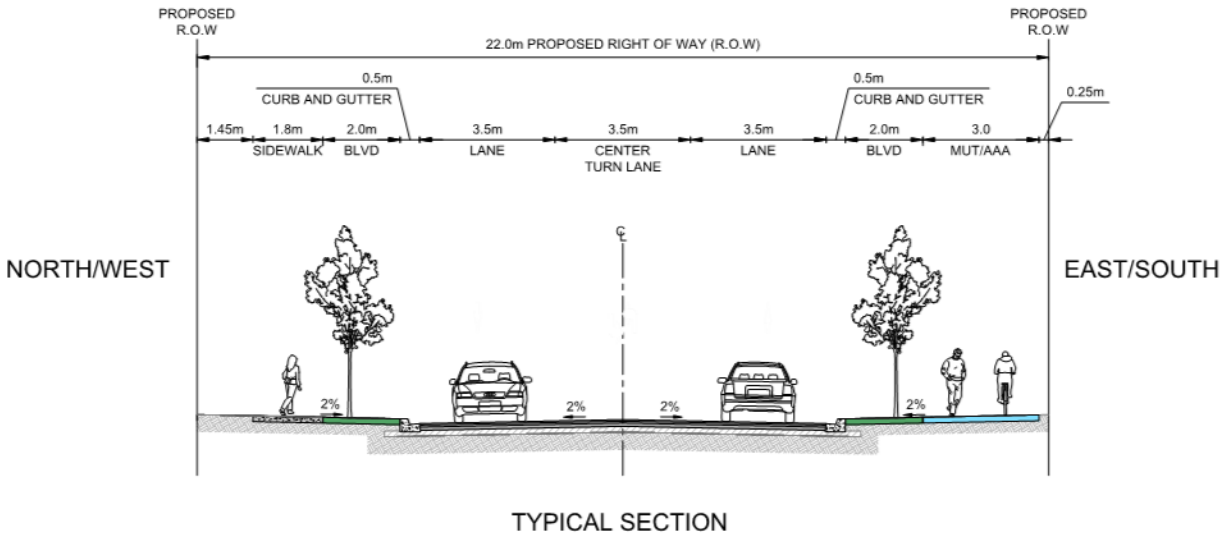
Lastly, there is an additional consultation point that occurs when the ESR is placed on public record for 45 calendar days, following the Notice of Completion.

A copy of the draft ESR (January 2025) is posted on the City's Project Webpage [www.WindsorEAs.ca]. The preferred alternatives for the transportation roads, stormwater and wastewater servicing is summarized as follows:

I. Transportation

Collector Roads – Roseville Garden Drive and Catherine Street

The preferred alternative identified under the FGN EA Study includes the extension of both Roseville Garden Drive from Tecumseh Road East north to Catherine Street, as well as Catherine Street from its current dead end behind Walmart westerly approximately 500m, then southerly to Tecumseh Road East. The road extensions are recommended to include a cross-section with two travel lanes, a two-way centre turn lane, a sidewalk on one side of the road, a multi-use path on the other side, and have a right-of way width of 22m. The existing section of Catherine Street to the east is recommended to be reconstructed to match the new cross-section in order to ensure continuity throughout the new road network. **Figure 2** below depicts the recommended cross-section.



TYPICAL SECTION

Figure 2: Preferred Design – Roseville Garden Drive and Catherine Street Extensions

Arterial Roads - Modifications to Tecumseh Road East

A MCEA Study was previously completed for Tecumseh Road East from Jefferson Boulevard to Banwell Road [Class EA – Tecumseh Road East Improvements – Jefferson Boulevard to Banwell Road, by LaFontain, Cowie, Buratto & Associates Ltd., dated October, 1996]. The Tecumseh Road Class EA Study acknowledged the future northerly extensions of both Catherine Street and Roseville Garden Drive at the locations currently being considered, and also included a continuous centre median on Tecumseh Road East in the recommended design. It should be noted that the signalized access to Home Depot from Tecumseh Road East was constructed in 2005 and was intended to be temporary. With the extension of Roseville Garden Drive north, the signalized intersection can be removed and the raised median on Tecumseh Road East can be extended through the area as originally called for in the Tecumseh Road Class EA Study.

The project team met virtually with Home Depot representatives on November 22, 2024 to discuss these proposed changes to the existing entrance off of Tecumseh Road East, along with their preference for the location of a new entrance to be provided off of the Roseville Garden Drive, and a potential secondary access off of Catherine Street once constructed. The details of the Home Depot Access configuration will be further refined and confirmed during detailed engineering design.

New Traffic Signals

As part of the preferred alternative new traffic signals are also proposed to be installed at the new Catherine Street/Tecumseh Road intersection, as well as at the new Catherine Street/Roseville Garden intersection. The existing traffic signals at the Roseville Garden/Tecumseh Road East intersection will be reconfigured to accommodate the new, northerly leg.

II. Stormwater

The FGN EA Study preferred alternative calls for the construction of a regional stormwater management facility (pond) located in the northcentral portion of the study area on lands controlled by Rock Developments. The pond will be designed in accordance with the Windsor/Essex Region Stormwater Standards Manual, and will include a pumping station which will ultimately outlet to the Hawkins Drain which runs along the railway corridor at the north limit of the planning area. Following construction the pond will be conveyed to the City. New storm sewers will be constructed throughout the new road network, and will outlet to the new regional pond.

III. Wastewater

The FGN EA Study preferred alternative calls for the westerly extension of the existing sanitary sewer located within the Catherine Street right-of-way to service the undeveloped lands.

Next Steps

Pending Council endorsement of the draft ESR as a planning document, the Notice of Study Completion will be published in the Windsor Star and on the Project Website (www.WindsorEAs.ca). The Notice will be provided by direct mail-out and email (as applicable) to those whom have requested to be included on the project contact list for the FGN EA Study, and to Agencies, Stakeholders and Indigenous Communities.

A copy of the Notice of Study Completion will also be provided to the Mayor and Members of Council and included as a Communication Item at the next regularly scheduled meeting of Council following publication. The ESR will be available for review on the Project Website (www.WindsorEAs.ca) over a 45-calendar day public review period.

Risk Analysis:

There are no significant or critical risks in endorsing this ESR. The recommendation will require, pursuant to the *Environmental Assessment Act, 1990*, a public review period. Only Indigenous Communities can submit a Part II Order request on the grounds that the requested order may prevent, mitigate or remedy adverse impacts on constitutionally protected Aboriginal and treaty rights. The Ministry of the Environment, Conservation and Parks will not consider requests on other grounds.

Climate Change Risks

Climate Change Mitigation:

The preferred servicing solution for the roadway expansion in Forest Glade North includes the extension of existing walking and cycling infrastructure. The improvements will help to increase access to active transportation infrastructure in the area, and will support the implementation of the Active Transportation Master Plan, which is a key strategy to the City's Community Energy Plan which aims to reduce greenhouse gas emissions.

Climate Change Adaptation:

The detailed design of the noted infrastructure will be completed following the latest municipal design standards and guidelines including considerations for low impact development, active transportation and climate resiliency.

Financial Matters:

Financials for this report should be read in conjunction with Project ENG-007-25-Forest Glade North Secondary Plan Area Servicing in the 2025 Capital Budget, as well as Council Report C18/2025-Forest Glade North Servicing – Rock Developments – Cost Sharing, which is also on the February 10th meeting agenda for Council's consideration.

All costs associated with the FGN EA Study to date have been paid for by Rock Developments. These costs have been included in the overall cost sharing agreement being considered by Council under the above mentioned report.

Consultations:

Juan Paramo - Engineering

Kathy Buis – Finance

Gholamreza Sayyadi – Transportation Planning

Frank Garardo - Planning

Karen Alexander - Parks

Aaron Farough – Legal

Conclusion:

Several criteria and factors were utilized in the assessment of the design alternatives for the servicing of the Forest Glade North Planning Area, including natural environment, socio-economic environment, cultural environment, transportation analysis, costs and technical considerations. Pending Council endorsement of the draft Environmental Study Report, Administration will finalize the ESR, issue the Notice of Study Completion, and commence the 45-day review period.

Planning Act Matters:

N/A

Approvals:

Name	Title
Mark Spizzirri	Manager, Performance Measurement and Business Case Development
Stacey McGuire	Executive Director of Engineering/Deputy City Engineer
David Simpson	Commissioner, Infrastructure Services and City Engineer
Janice Guthrie	Commissioner, Finance and City Treasurer
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email
Project Notification List (List provided to Clerks)		

Appendices:

1. Link to the project website [Forest Glade North Servicing Environmental Assessment | City of Windsor]

Subject: Provincial-Division Corridor Improvements Phase 3; Legal Agreement with 2757534 Ontario Inc. (1527 Provincial Road) - Ward 9

Reference:

Date to Council: February 10, 2025
Author: Joseph Bressan
Engineer II
(519) 255-6100 Ext. 6119
jbressan@citywindsor.ca
Design – Engineering
Report Date: January 17, 2025
Clerk's File #: SW/14454

To: Mayor and Members of City Council

Recommendation:

I. THAT Council **APPROVE** entering into an agreement with 2757534 Ontario Inc. for the restoration of the right-in only driveway entrance located at 1527 Provincial Road as part of the Provincial-Division Corridor Improvements Phase 3 (West of Sixth Concession Road to West of Legacy Park Drive) tender #32-22; and,

II. THAT the Chief Administrative Officer and the City Clerk **BE AUTHORIZED** to sign a Legal Agreement with 2757534 Ontario Inc., as described in recommendation I, satisfactory in form to the City Solicitor, in technical content to the City Engineer, and in financial content to the City Treasurer.

Executive Summary:

N/A

Background:

City Council has previously approved the multi-phased Provincial-Division Corridor Improvements project to proceed with the corridor engineering and construction work. The construction of the first three phases are complete. Phase 3 of this project is currently in the 1-year maintenance period. GIP Paving Inc. (formerly known as Coco Paving Inc.) is the Contractor for the Phase 3 work under Contract #32-22.

The Phase 3 construction work included the intersection of Provincial Road and Sixth Concession Road. The ESSO gas station is situated at the south-east corner of this

intersection (1527 Provincial Road) and the corresponding property is owned by 2757534 Ontario Inc.

Discussion:

Prior to construction on the Provincial-Division Corridor Phase 3 project, there were three driveway entrances at 1527 Provincial Road; 2 accesses on Provincial Road and 1 access on 6th Concession Road. These driveway entrances were approved and constructed under SPC-036/02-1.

During detailed design and construction of the phase 3 works, the elevation of Provincial Road was significantly lowered to accommodate the modification between a rural cross section road to an urban cross section road. Due to this severe elevation difference and the potential risks of excavation on a site with sensitive land uses (such as a fuel site), the city's contractor expressed concerns with restoring this driveway entrance. As such, the road works were completed without the inclusion of the Provincial Road access closest to the Provincial/6th Concession intersection with the intention to continue discussions with the property owner.

The property owner and the City have since mutually agreed to restore this driveway entrance under the following conditions:

- Property owner is to arrange and pay for any private locates (e.g. underground gas lines and/or storage tanks) needed to undertake the construction of the driveway.
- Property owner shall take full responsibility for any damage to underground private infrastructure that is not located.
- The City will pay for 100% of the cost to restore the driveway entrance.

Risk Analysis:

Signing this agreement will protect the City and the City's Contractor in the event that any underground private infrastructure becomes damaged during the construction of the driveway entrance due to any unknown locate information that is not provided by the property owner.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

The work required to complete this driveway restoration was included in the approved contract value of tender #32-22. Sufficient funding in the capital project 7086003 – Provincial/Division Corridor Improvements to account for the construction of the driveway entrance at 1527 Provincial Road.

Consultations:

Aaron Farough – Senior Legal Counsel

Kathy Buis– Financial Planning Administrator

Jane He – Engineer III – Construction Standards Lead

Mike Dennis – Manager, Strategic Capital Budget Development & Control

Adam Pillon – Manager of Right-of-way

Conclusion:

Administration recommends entering into the agreement with 2757534 Ontario Inc.

Planning Act Matters:

N/A

Approvals:

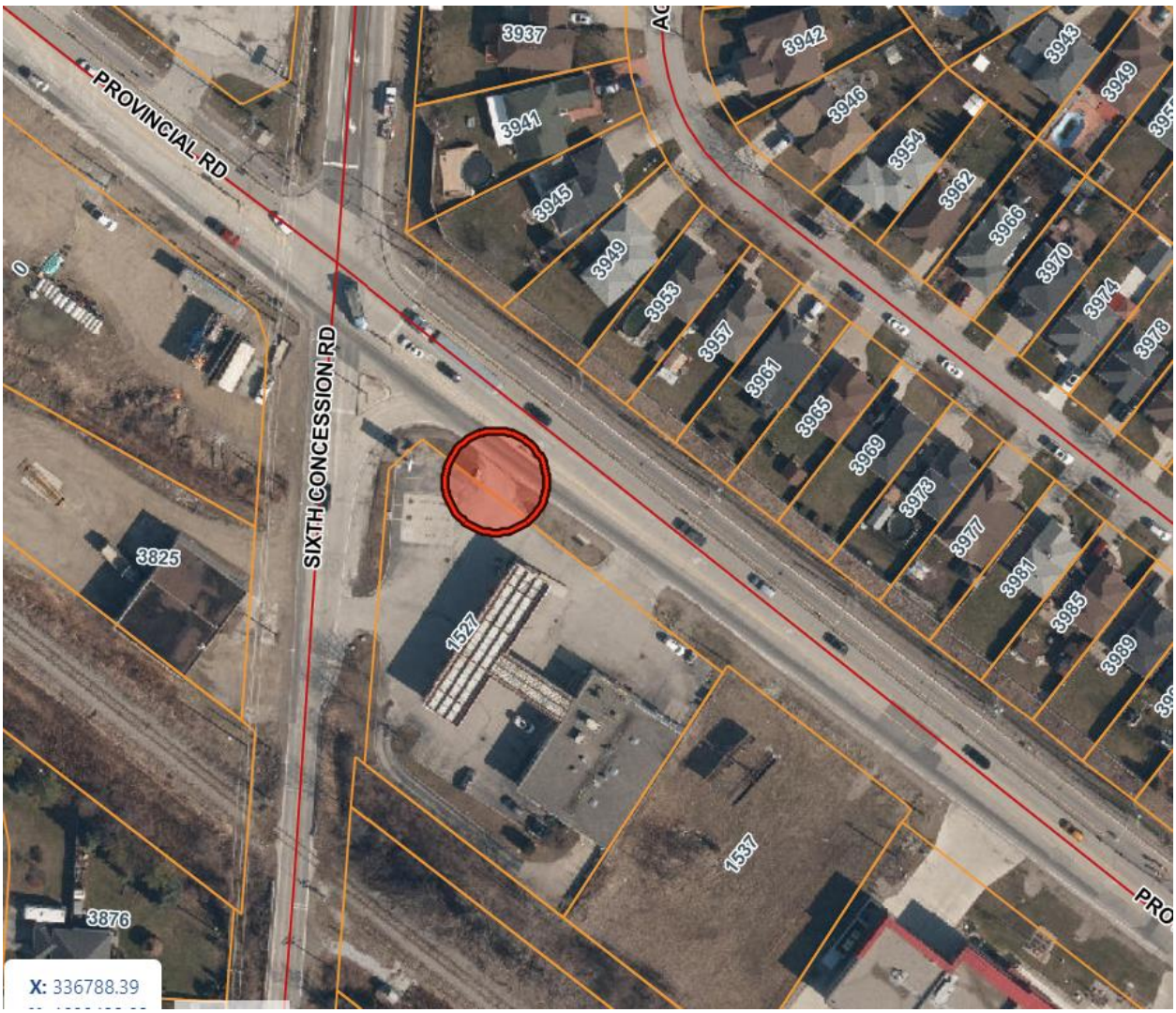
Name	**Title**
Mark Spizzirri	Manager, Performance Measurement & Business Case Development
Fahd Mikhael	Manager of Design
Stacey McGuire	Executive Director of Engineering / Deputy City Engineer
David Simpson	Commissioner of Infrastructure Services and City Engineer
Dana Paladino	(A) Senior Executive Director, Corporate Services
Ray Mensour	Commissioner, Community and Corporate Services
Janice Guthrie	Commissioner of Finance and City Treasurer
Joe Mancina	Chief Administrative Officer

Notifications:

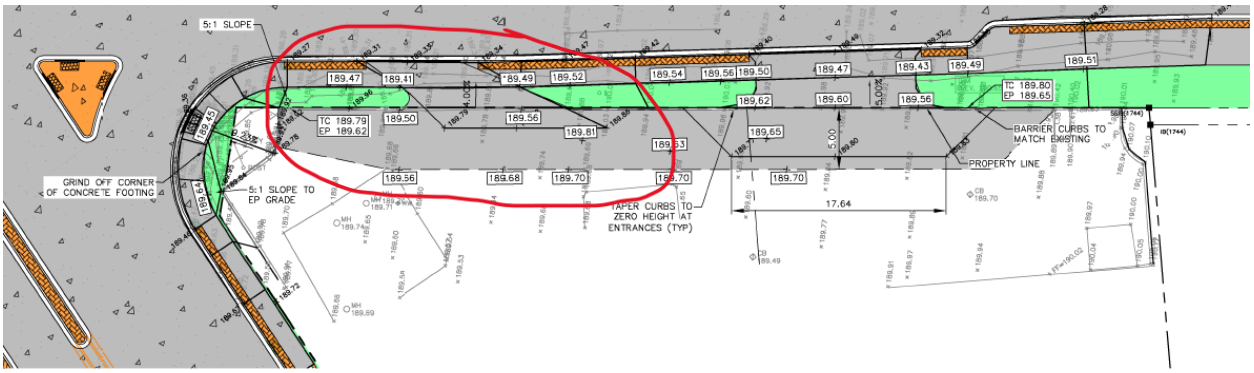
Name	Address	Email
List provided to Clerks office		

Appendices:

1 Appendix A.1 - Provincial/Division Corridor Improvements Phase 3 Work Area - Aerial Map
2 Appendix A.2 - Provincial/Division Corridor Improvements Phase 3 - Proposed Driveway Solution



Appendix A.1 – Provincial/Division Corridor Improvements Phase 3 Work Area – Aerial Map



Appendix A.2 Provincial/Division Corridor Improvements Phase 3 – Proposed Driveway Solution

Subject: Roseland Golf & Curling Club Limited – Name Change

Reference:

Date to Council: February 10, 2025
Author: Wira Vendrasco
City Solicitor
519-255-6100 ext 6375
wvendrasco@citywindsor.ca

Legal Services, Real Estate & Risk Management
Report Date: 1/23/2025
Clerk's File #: SR/14629

To: Mayor and Members of City Council

Recommendation:

I That City Council, acting as the sole shareholder of Roseland Golf & Curling Club Limited ("Roseland") **APPROVE** the request of the Roseland Board of Directors to change the legal name of Roseland from "Roseland Golf & Curling Club Limited" to "Roseland Golf Club Limited"; and,

II. That the Mayor **BE APPOINTED** to sign the shareholder resolution on behalf of The Corporation of the City of Windsor, in accordance with City Council direction.

Background:

Roseland Golf & Curling Club Limited ("Roseland") has operated under its current name since 1979, when the clubhouse and attached curling rink was constructed. Prior to 1979, Roseland operated under the name "Roseland Golf Club Limited."

At its August 8, 2023 meeting, City Council voted to close the curling facilities at Roseland pursuant to the recommendations included in **CR337/2023.** Following this meeting, curling no longer operated at Roseland.

The Corporation of the City of Windsor (the "City") is the sole shareholder of Roseland. As a corporation subject to the Ontario *Corporations Act* ("CA"), Roseland is required to, among other things, obtain a special resolution of the shareholder to change its name.

As the sole shareholder, the City (represented by City Council) must appoint someone to sign the resolution attached hereto as Appendix A in accordance with its direction. Therefore, this report seeks that City Council approve the request presented , and further that it appoint the Mayor as the City's signing delegate to sign the resolution

Discussion:

At its January 10, 2025 meeting, the Roseland Board of Directors put forward a request to change Roseland's legal name to remove reference to curling.

The resolution presented with respect to the legal name change of Roseland entails a change from the current name, "Roseland Golf & Curling Club Limited", to its former name, "Roseland Golf Club Limited."

It is appropriate to approve the request and sign the resolution presented with respect to the legal name change of Roseland as curling is no longer taking place at Roseland and that "Roseland Golf Club Limited" better reflects its current operations.

Risk Analysis:

Approval of the request and signing of the resolution poses little to no risk to the City as the resolution is a requirement pursuant to the CA in order to proceed with the name change.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

There are no financial ramifications to the City in approving the request and signing the resolution presented.

There are minimal financial ramifications to Roseland in proceeding with the legal name change, of which include the cost of $33.80 to reserve the desired name and the cost of $130.00 to make an application for Supplementary Letters Patent changing the name.

Consultations:

Joshua Meloche – Legal Counsel, Roseland Golf & Curling Club Limited
David Deluzio – General Manager, Roseland Golf & Curling Club Limited
Dan Seguin – Treasurer, Roseland Golf & Curling Club Limited

Conclusion:

It is appropriate to approve the request and sign the resolution presented by Roseland. In order for the resolution to be signed, it is necessary to appoint a delegate to represent the City for that purpose.

Planning Act Matters:

N/A

Approvals:

Name	Title
Wira Vendrasco	City Solicitor
Dana Paladino	Senior Executive Director, Corporate Services (A)
Ray Mensour	Commissioner, Community and Corporate Services
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

1 Special Resolution of the Sole Shareholder of Roseland Golf & Curling Club Limited

SPECIAL RESOLUTION OF THE SOLE SHAREHOLDER

ROSELAND GOLF & CURLING CLUB LIMITED

THE UNDERSIGNED, being the sole shareholder of Roseland Golf & Curling Club Limited (the "**Corporation**"), pursuant subsection 34(2) to the *Corporations Act*, R.S.O. 1990, c. C. 38, as amended (the "**Act**"), by its signature hereby pass the following resolution:

Authorizing the Application for Supplementary Letters Patent to Change the Name of the Corporation to Roseland Golf Club Limited

RECITALS:

A. It is considered necessary, expedient and in the best interests of the Corporation to apply for Supplementary Letters Patent to change the name of the Corporation from "Roseland Golf & Curling Club Limited" to "Roseland Golf Club Limited."

NOW THEREFORE BE IT RESOLVED as a special resolution of the sole shareholder of the Corporation that:

1. The Letters Patent, as amended through Supplementary Letters Patent of the Corporation be amended in accordance with the Application for Supplementary Letters Patent and that the officers and directors of the Corporation, acting alone or together, be and they are hereby authorized and directed in the name and on behalf of the Corporation to do all acts and to make, execute and deliver all documents as may be required to make the said Application for Supplementary Letters Patent effective.

2. All prior by-laws, resolutions and proceedings of the Corporation inconsistent herewith are hereby amended, modified and revised in order to give effect to this Resolution.

SIGNED & DATED at Windsor, Ontario as of the _____ day of _____, 2025.

THE CORPORATION OF THE CITY OF WINDSOR

_____

Mayor Drew Dilkens
I have the authority to bind the corporation.

Subject: Windsor Police Service Board Alarm By-law Approval – City wide

Reference:

Date to Council: February 10, 2025
Author: Wira Vendrasco
City Solicitor
519- 255-6100 x 6375
wvendrasco@citywindsor.ca
Legal Services
Report Date: January 23, 2025
Clerk's File #: SP2025

To: Mayor and Members of City Council

Recommendation:

I. The Council **APPROVE** the request of the Windsor Police Service Board for approval of their By-law 01-2025 being a By-law to Control the Incidence of False Alarms within the City of Windsor, pursuant to s. 397(1) of the Municipal Act, 2001.

Executive Summary:

N/A

Background:

As part of the community services provided by the Windsor Police Service Board (WPSB), Windsor Police Service (WPS) respond to alarms from monitored security systems. The rules governing this service by WPS and the fees or charges associated with alarms and false alarms are currently addressed in By-law 94-01, as amended.

S.397(1) of the Municipal Act, 2001 provides that a by-law passed by a local board such as WPSB, imposing fees or charges, does not come into force until the municipality passes a resolution approving such a by-law of the local board.

Discussion:

At its meeting on January 16, 2025, WPSB passed By-law 01-2025 and repealed By-law 94-01 and its amendments. By-law 01-2025 (attached as Appendices 1, 2 and 3) updates the rules and fees and charges pertaining to WPS response to alarms and false alarms. WPSB has requested that Council approve By-law 01-2025 as required by the provisions of the Municipal Act.

Risk Analysis:

If Council does not approve By-law 01-2025, the old by-law remains in effect. The old by-law does not reflect current needs of WPSB.

Climate Change Risks

N/A

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

No direct impact on the City.

Consultations:

Conclusion:

The City solicitor recommends that council approve By-law 01-2025 of WPSB.

Approvals:

Name	**Title**
Wira Vendrasco	City Solicitor
Dana Paladino	Senior Executive Director, Corporate Services (A)
Ray Mensour	Commissioner, Community Services
Joe Mancina	Chief Administrative Officer

Notifications:

Name	**Address**	**Email**

Appendices:

1 By-Law 01-2025
2 Schedule “A” Fees
3 Schedule “B” Payment Schedule

BY – LAW NUMBER 01-2025

A BY-LAW TO CONTROL THE INCIDENCE OF FALSE ALARMS WITHIN

THE CITY OF WINDSOR

Passed the 16TH DAY OF JANUARY 2025

1. PREAMBLE

1.1 WHEREAS Part IV of the *Community Safety and Policing Act, 2019*, S.O. 2019, c. 1, Sched. 1 provides that a municipal board is to have policing responsibility for the municipality;

1.2 AND WHEREAS Section 37 (1) of the Act, provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by Section 10 of the Act;

1.3 AND WHEREAS a Police Service Board may by by-law enact certain regulations and policies for rendering the police service operationally efficient in the discharge of its duties;

1.4 AND WHEREAS the Windsor Police Service Board (Board) may pass by-laws establishing and requiring the payment of fees and charges for information, services, and other activities;

1.5 AND WHEREAS Section 397 of the *Municipal Act, 2001* sets out that the by-law shall not come into force until approved by a resolution of the municipality;

1.6 AND WHEREAS the Windsor Police Service Board enacted a Fees and Charges By-Law 06-01 as amended by By-law 2010-01;

1.4 AND WHEREAS the use of automatic alarm systems in the City of Windsor has caused numerous false alarms to be directed to the Windsor Police Service;

1.5 AND WHEREAS the Police Service Board deems it expedient to pass such a by-law to control the incidence of false alarms within the City of Windsor.

NOW THEREFORE THE WINDSOR POLICE SERVICE BOARD ENACTS AS FOLLOWS:

2. DEFINITIONS

For the purposes of this By-law:

2.1 “Alarm Company” means a person or entity selling, installing, maintaining, servicing or monitoring a security alarm system.

2.2 “Alarm User” means any person or group of persons who use an alarm system to protect any building, structure, facility or premises, or ATM and may be either the owner, occupier, or lessee of the premises where the alarm system is installed.

2.3 “Keyholder” means an individual designated by the alarm user who can be contacted in the event of an alarm condition. This individual must have access to the alarmed premises and be able to operate the alarm system.

2.4 “Chief of Police” means the Chief of Police of the Windsor Police Service.

2.5 “Alarm Coordinator” means the person appointed by the Chief of Police to administer the provisions of the by-law.

2.6 “Police Service” means the Windsor Police Service.

2.7 “Police Response” means the dispatch of officers of the Windsor Police Service.

2.8 “Automatic Teller Machine” (ATM) means a stand-alone device used to dispense or receive cash.

2.9 “Alarm Incident” means the activation of a security alarm system and the direct or indirect reporting of the activation to the Windsor Police Service.

2.10 “False Alarm“ means an alarm incident where there is no evidence of an unauthorized entry or an unlawful act having been attempted or made into, on or respecting a building, structure, or premise, or Automatic Teller Machine, either intentionally or unintentionally that unnecessarily or improperly results in a police response, and includes but is not limited to:

1. The activation of a security alarm system during its testing.
2. A security alarm system activated by mechanical failure, malfunction, or faulty equipment.
3. A security alarm system activated by atmospheric conditions, vibrations, or power failure.
4. A security alarm system activated in error by the owner of the premises, his agent or any employee.

2.4 “Excessive False Alarms” means the reporting to the Windsor Police Service directly or indirectly four (4) or more false alarms within a 12-month period.

2.5 “Security Alarm System: means an assembly of mechanical or electrical devices which is designed or used for:

1. The detection of entry into or damage to a building, structure or premises, but does not include a device that is installed in a “motor vehicle” as defined in the *Highway Traffic Act of Ontario*, or a personal security alarm.
2. The transmission of a manually activated emergency signal to an alarm company.

2.6 “Monitored Alarm System” means a security alarm system that when activated transmits a sound signal or message to an alarm company.

2.7 “Non-Monitored Alarm System” means a security alarm system that when activated does not transmit a sound or signal to an alarm company.

2.8 “Audible Alarm System” means a security alarm system that when activated emits sound in or around the building, structure or premises where it is located and is not a monitored alarm system.

2.9 “Personal Security Alarm” means a handheld portable non-monitored device that when activated emits an audible sound or signal.

2.10 “Alarm System Inspection Report” means a report on the operating condition of a security alarm system and completed by an approved alarm service technician.

2.11 “Verification” means that the alarm company shall, by way of telephone or other electronic means, contact the alarm user to determine whether a police response is warranted to the registered premises, prior to the alarm call being transmitted to the Windsor Police Service for response.

2.12 “Revoked Alarm System” means a security alarm system that has had police response downgraded to a non-emergency priority.

2.13 “Suspended Alarm System” means a security alarm system where the Chief of Police has refused a police response to an alarm incident.

3. ALARM COORDINATOR

3.1 An Alarm Coordinator shall be appointed by the Chief of Police to administer the provisions of the by-law.

4. REGISTRATION PROCEDURES

4.1 No person shall use a security system without first registering said system pursuant to this by-law.

4.2 A person seeking to use a security alarm system shall make application on the form provided for that purpose by the Chief of Police and shall pay the fee set out in Schedule “A” and shall provide any additional information as requested by the Chief of Police.

4.3 The applicant shall ensure that information required by subsections 4 (4.2) and 9 (9.1) is current and shall notify the Windsor Police Service forthwith in writing or by ordinary mail or email of any changes in the information.

4.4 After considering an application pursuant to subsection 4, the Chief of Police may grant a registration number authorizing use of a security alarm system if the system complies with this by-law.

4.5 An alarm registration number that has been granted shall be issued in the name of the person or entity occupying the premise in which the security alarm system is installed.

4.6 An alarm registration number shall not be reassigned or transferred.

4.7 An alarm registration number shall be address and/or unit specific.

4.8 An alarm registration number shall be valid for one year after its date of issuance unless revoked or suspended pursuant to this by-law.

5. ATM

5.1 All ATMs must be registered separately from any other alarm system at that specific address.

6. REFUSAL

6.1 The Chief of Police shall refuse to issue an alarm re-registration if an alarm registration number relating to the security alarm system has been cancelled pursuant to section 7 and has not been reinstated pursuant to this by-law

6.2 As an exception to 6.1, the Chief of Police may issue a registration number if that applicant is unrelated to the holder of the cancelled permit.

7. REVOCATION

7.1 The Chief of Police may revoke an alarm registration number if:

7.1.1 The security alarm system has incurred a 4th subsequent false alarm during the registration period and the alarm user has not remitted the alarm administrative fee as per schedule “A” within the prescribed time period as per schedule “B”

8. SUSPENSION

8.1 The Chief of Police may suspend an alarm registration number if:

8.1.1 the security alarm system is currently revoked and the alarm user has not remitted the alarm administrative fee as per schedule “A” within the prescribed time period as per schedule “B”.

8.1.2 the security alarm system causes excessive false alarms.

8.1.3 the registered user has contravened a provision of the by-law.

8.2 Where the Police Service is notified of an alarm incident and no alarm registration for the security alarm system has been issued pursuant to this by-law, and a police response has taken place, the alarm system shall be deemed as suspended if the registration and administrative fee as per schedule “A” has not been remitted as per schedule “B”.

8.3 Where the Windsor Police Service is notified of an alarm incident and the security alarm system has been suspended, the Chief of Police may refuse to provide police response to said alarm incident. If an alarm company notifies the Windsor Police Service of an alarm incident and the security alarm system has been suspended, the alarm company is subject to the alarm administrative fee as per schedule “A”.

8.4 Where the Chief of Police suspends an alarm registration, the alarm registration holder shall be notified of the suspension and shall be given the reason for the action taken. The notice shall be in writing and shall:

8.4.1 be delivered to the registration number holder by email or be mailed to the registration number holder at such person’s address as shown on the application for the registration number.

8.4.2 when a monitored alarm system is involved, a copy of the notice shall be delivered by ordinary mail or by email to the company or person monitoring the security alarm system.

8.5 An alarm that has been suspended may, upon payment of the fee set out in schedule “A”, be reinstated by the Chief of Police who may impose conditions on the reinstatement. The registration shall not in any event be reinstated until submission of an alarm system inspection report.

9. KEYHOLDERS

9.1 Every person who obtains an alarm registration number shall keep the Chief of Police informed by notice in writing of the names, addresses and telephone numbers of at least three (3) person who may be contacted in the event of an alarm incident.

9.2 The persons whose names are provided pursuant to 9.1 shall be persons who are:

(a) available to receive telephone calls from the Windsor Police Service in the event of an alarm incident.

(b) able to attend at the address of the alarm incident within 30 minutes of being requested to do so by the Windsor Police Service.

(c) capable of affording the Windsor Police Service access to the premises where the alarm incident is located.

(d) capable of operating the alarm system and able to safeguard the premises.

10. AUTOMATIC CALLING DEVICE

10.1 No person shall use or operate or permit the use or operation of any automatic calling device to transmit messages to any telephone number assigned to the Police Service.

11. ALARM VERIFICATION

11.1 Before notifying the Windsor Police Service of an alarm incident originating from a monitored alarm system, the alarm company shall verify with the registered alarm user by phone or other electronic means to establish if the incident is a false alarm.

11.2 Where an alarm incident is reported to the Windsor Police Service by an alarm company, the company shall at the same time, provide the Windsor Police

Service with the registration number for the alarm system that was activated by the incident.

11.3 Subsection 11.1 does not apply to hold up alarms or a security alarm system installed in a bank, trust company, credit union, or any other place designated ty the Chief of Police.

11.4 An alarm incident shall be deemed as cancelled and will not be classified as a false alarm when:

11.4.1 the call to cancel is received prior to the arrival of a mobile response unit at the alarmed address

11.4.2 the alarm is registered.

12. GENERAL

12.1 The Chief of Police may at any time, require a registered alarm user to submit an alarm inspection report.

12.2 Schedule “A” is attached to, and forms part of this by-law.

12.3 Schedule “B” is attached to and forms part of this by-law.

12.4 Every person who:

12.4.1 violates any provision of this by-law;

12.4.2 permits any act or thing to be done in contravention or in violation of any of the provision of this by-law;

12.4.3 neglects to do or refrains from doing anything required to be done by any of the provision of this by-law;

12.4.4 fails to comply with any order, direction, or notice given under this by-law;

Is subject to revocation and/or suspension of their alarm registration.

12.5 Administration of this by-law is the sole responsibility of the Chief of Police.

13. ENACTMENT

13.1 By-law No. 94-01 as amended, and all other By-laws, sections of By-laws of the Board inconsistent with the provisions of this By-law are hereby repealed. This By-law shall come into force when approved by resolution by the Council of The Corporation of the City of Windsor.

First Reading: January 16, 2025
Second Reading: January 16, 2025
Third Reading: January 16, 2025

The Windsor Police Service Board

_____	_____
Mayor Drew Dilkens	Norma Coleman
Chair	Administrative Director
_____	_____
Date	Date

By-law 01-2025 was approved by CR _____ on the ____day of _____ 2025 by The Corporation of the City of Windsor.

BY-LAW 2025-01

A BY-LAW TO CONTROL THE INCIDENCE OF FALSE ALARMS WITHIN THE CITY OF WINDSOR

SCHEDULE "A"

FEES

The following fees shall be paid at the time of application:

1. Alarm Registration
   There shall be a $36.00 per year registration fee. In the case of The Greater Essex County District School Board and the Windsor-Essex Catholic District School Board, there shall be a flat fee of $200.00 that will cover all schools and properties with alarm systems.

2. Administrative Fees
   2.1 The following shall be subject to an administrative fee of $100.00:
   - A registered alarm user who incurs a fourth (4th) or subsequent false alarm within the registration period.
   - The user of an automatic dialing device that transmits messages to any telephone number assigned to the Windsor Police Service.

   2.2 An alarm company that notifies the Windsor Police Service of an alarm incident, in which registration has been suspended, shall be subject to an administrative fee of $200.00.

   2.3 Prior to reinstatement, for any reason under this by-law, the user will be required to pay a reinstatement fee of $150.00 as well as any administrative fees outstanding prior to suspension.

BY-LAW 2025-01

A BY-LAW TO CONTROL THE INCIDENCE OF FALSE ALARMS WITHIN THE CITY OF WINDSOR

SCHEDULE "B"

PAYMENT SCHEDULE

Registered Alarm Systems

Registered alarm systems that incur a fourth (4th) or subsequent false alarm:

1. The alarm user shall have 15 days from the date of the administrative fee notice to comply with payment or the security alarm shall be considered revoked, unless the alarm user shows just cause why an extension should be granted.
2. The alarm user shall have 15 days from the date of revocation to comply with payment or the security alarm system shall be considered suspended, unless the alarm user shows just cause why an extension should be granted

Unregistered Alarm Systems

1. The alarm user shall have 15 days from the date of the administrative fee notice to comply with payment or the security alarm system shall be considered suspended, unless the alarm user shows just cause why an extension should be granted.

THE CITY OF WINDSOR ONTARIO, CANADA

Committee Matters: SCM 11/2025

Subject: Rezoning – Rafco Property Trust Ltd – 0 Howard Ave - Z-032/24 ZNG/7237 - Ward 1

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

Decision Number: **DHSC 685**

1. THAT Zoning By-law 8600 **BE AMENDED** by changing the zoning of PT LT 107 PL 1489, AS PT 1 ON PL 12R11254 EXCEPT PT 2 ON PL 12R23861 (PIN 01573-0748), bounded by Howard Avenue, Tuson Way and Howard Place and known municipally as 0 Howard Avenue (Roll No: 080-060-01100) from Commercial District 1.1 (CD1.1) to Residential District 3.3 (RD3.3) and by deleting and replacing S.20(1)272 with the following:

272. HOWARD AVENUE, TUSON WAY AND HOWARD PLACE

For the lands comprising Part of Lot 107, Registered Plan 1489, described as Part 1, Plan 12R11254 except Part 2, Plan 12R23861, and identified as PIN 01573-0748, for a *Multiple Dwelling*, the following additional provisions shall apply:

a) *Lot Area* – minimum – 1,825.0 m^2

b) *Building Height – Main Building* – maximum – 10 m

c) Notwithstanding Section 25.5.20.1.2, the minimum *parking area* separation from any *street* shall be 1.50 m.

d) Notwithstanding Section 25.5.20.1.6, the minimum *parking area* separation from a *building wall* containing a *habitable room window* or containing both a main pedestrian entrance and a *habitable room window* facing the *parking area* where the *building* is located on the same *lot* as the *parking area* shall be 2.60 m.

[ZDM 9; ZNG/7237]

2. THAT, when Site Plan Control is applicable:

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

1) Noise mitigation measures identified in Section 6 in the Road Traffic and Stationary Noise Impact Study prepared by JJ Acoustic Engineering Ltd., dated October 23, 2023, subject to the approval of the City Planner, Deputy City Planner, or Site Plan Approval Officer.

2) Requirements of the City of Windsor – Engineering and City of Windsor – Transportation Planning contained in Appendix B of Report S 148/2024, subject to the approval of the City Engineer.

3) Requirements of the City of Windsor – Forestry, City of Windsor – Natural Areas, and City of Windsor – Planning & Development – Landscape & Urban Design, contained in Appendix B of Report S 148/2024, subject to the approval of the City Forester and City Planner.

B. The Site Plan Approval Officer **CONSIDER** all other comments contained in Appendix B of Report S 148/2024 and recommendations in the documents submitted in support of the application for an amendment to Zoning By-law 8600.

Carried.

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

Report Number: S 148/2024
Clerk's File: Z/14877

Clerk's Note:

1. The recommendation of the Development & Heritage Standing Committee and Administration are the same.

2. Please refer to Item 7.1 from the Development & Heritage Standing Committee held on January 6, 2025.

3. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20250106/-1/10530

Subject: Rezoning – Rafco Property Trust Ltd – 0 Howard Ave - Z-032/24 ZNG/7237 - Ward 1

Reference:

Date to Council: January 6, 2025
Author: Adam Szymczak, MCIP, RPP
Senior Planner - Development
519-255-6543 x 6250
aszymczak@citywindsor.ca
Planning & Building Services
Report Date: October 24, 2024
Clerk's File #: Z/14877

To: Mayor and Members of City Council

Recommendation:

1. THAT Zoning By-law 8600 **BE AMENDED** by changing the zoning of PT LT 107 PL 1489, AS PT 1 ON PL 12R11254 EXCEPT PT 2 ON PL 12R23861 (PIN 01573-0748), bounded by Howard Avenue, Tuson Way and Howard Place and known municipally as 0 Howard Avenue (Roll No: 080-060-01100) from Commercial District 1.1 (CD1.1) to Residential District 3.3 (RD3.3) and by deleting and replacing S.20(1)272 with the following:

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3) Requirements of the City of Windsor – Forestry, City of Windsor – Natural Areas, and City of Windsor – Planning & Development – Landscape & Urban Design, contained in Appendix B of Report S 148/2024, subject to the approval of the City Forester and City Planner.

B. The Site Plan Approval Officer **CONSIDER** all other comments contained in Appendix B of Report S 148/2024 and recommendations in the documents submitted in support of the application for an amendment to Zoning By-law 8600.

Executive Summary:

N/A

Background:

Application Information

Location: 0 Howard Avenue (PT LT 107 PL 1489, AS PT 1 ON PL 12R11254 EXCEPT PT 2 ON PL 12R23861; WINDSOR; PIN 01573-0748; Howard Avenue / Tuson Way / Howard Place; Roll No: 080-060-01100)

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

Applicant: RAFCO Property Trust Ltd (Zeyad Rafih)

Owner: RAFCO Property Trust Ltd

Agent: ADA Inc., Architect (Olivia Byrne)

Proposal: The Applicant is requesting an amendment to Zoning By-law 8600, changing the zoning from Commercial District 1.1 (CD1.1) to a residential zoning to permit the development of 3 six-unit multiple dwellings with a height of 7.8 m over three storeys, 22 total parking spaces including two accessible parking spaces, 3 bicycle spaces, and one loading space. Vehicular access is from Howard Place.

Submissions:

Attached to Report S 148/2024 as an Appendix:

Appendix A - Conceptual Architectural Package

Not attached to Report S 148/2024:

Application Zoning By-law Amendment
Noise Impact Study
Open House Report
Sanitary Sewer Study

All documents are available online or via email at aszymczak@citywindsor.ca.

Site Information

OFFICIAL PLAN	ZONING	CURRENT USE	PREVIOUS USE
Residential	Commercial District 1.1 (CD1.1) & S.20(1)272	Vacant	Service Station
LOT FRONTAGE (HOWARD AVE)	**LOT FRONTAGE (TUSON WAY)**	**LOT AREA**	**LOT SHAPE**
104.5 m	52.9 m	2,760.8 m^2	Triangular
342.8 ft	173.5 ft	29,717.0 ft^2	
All measurements are approximate.			

Figure 1: Key Map



KEY MAP - Z-032/24, ZNG/7237

SUBJECT LANDS

Figure 2: Subject Parcel - Rezoning



PART OF ZONING DISTRICT MAP 9

N.T.S.

REQUESTED ZONING AMENDMENT

Applicant: Rafco Property Trust Ltd.

SUBJECT LANDS

PLANNING & BUILDING DEPARTMENT

DATE : OCTOBER, 2024
FILE NO. : Z-032/24, ZNG/7237

Figure 3: Neighborhood Map



Neighbourhood:

Residential uses are located to the north, east, south, and west. Roseland Golf and Curling Club is located 500 m to the west. Parks within 1 km of the subject parcel include Dynasty Park, Goldenwood Park, Lake Como Park, Lake Trail Park, Matthew Rodzik Park, and Holburn Park. Nearby schools include Académie Ste-Cécile International School, First Lutheran Christian Academy, Our Lady of Mount Carmel Catholic Elementary School, St. Gabriel Catholic Elementary School, Southwood Public School, Talbot Trail Public School, and Roseland Public School.

Commercial uses are located at Howard Avenue and North Talbot Road, Dougall Avenue and Cabana Road West, and Howard Avenue and Cabana Road East.

Howard Avenue is a Class II Arterial Road with a four-lane cross section and sidewalks on both sides. Tuson Way is a Local Road with a two-lane cross section and curbs, but no sidewalks. Howard Place is a Local Road with a two-lane rural cross section with no curbs or sidewalks. North Talbot Road is a Class I Collector Road. Dougall Parkway is an Expressway. Howard Avenue, North Talbot Road and Neal Boulevard are identified as Proposed Recreationway on Schedule B: Greenway System. Tuson Way and Howard Place provide access to Dougall Parkway and Highway 401.

Public Transit is available via the Dougall 6 bus. The Dougall 6 has a weekday peak frequency of 40 minutes. The closest bus stop to this property is located on Howard at North Talbot southeast corner. This bus stop is approximately 150 metres away from this property falling within Transit Windsor's 400 metre walking distance guidelines to a bus stop. The Transit Master Plan maintains this arrangement.

A sanitary sewer is available to service the subject lands.

Discussion:

Road Traffic and Stationary Noise Impact Study (JJ Acoustic Engineering Ltd. October 23, 2023)

The study concludes "*potential environmental impact from road traffic sources is significant. Mitigation measures will be required including ventilation requirements, special building components and noise warning clauses for each unit*." Site Plan Control is the proper tool to implement the mitigation measures found in Section 6.

Sanitary Sewer Study (Aleo Associates Inc. – October 3, 2023)

The study states that the existing 250 mm diameter sanitary sewer along Howard Place "*currently provides drainage solely for the fourteen (14) single family dwellings along Howard Place*" and that the "*peak sewage flow rate from these existing dwellings to the municipal sewer is approximately 1.4 L/s based on a population density of 3.5 persons per household*." The proposed development will have a peak sewage rate of 0.8 L/s, for a total peak sewage flow rate of 2.2 L/s for existing and proposed dwellings.

The report concludes that the "*existing municipal sanitary sewer has a capacity of 38 L/s and will therefore only have 6% of its capacity utilized…The assessed municipal sanitary sewer has substantial capacity available to support the proposed development*." Engineering Development considers the study acceptable. Storm water management will be considered during the Site Plan Control process.

Provincial Planning Statement 2024 (PPS 2024):

The PPS 2024 provides policy direction on matters of provincial interest related to land use planning in Ontario. All municipal decisions, as well as advice, comments and submissions shall be consistent with the PPS 2024.

Policy 2.1.6 states that "*complete communities*" shall be supported by "*accommodating an appropriate range and mix of land uses, housing options … and other uses to meet long-term needs*", "*improving accessibility for people of all ages and abilities*", and "*improving social equity and overall quality of life for people of all ages, abilities, and incomes*". The proposed multiple dwellings are a suitable housing option that will meet long-term needs, and improves accessibility, social equity & overall quality of people of all ages, abilities, & incomes. The proposed amendment is consistent with Policy 2.1.6.

Policy 2.2 requires that an "*appropriate range and mix of housing options and densities*" be provided by "*permitting and facilitating…all housing options required to meet the social, health, economic and well-being requirements of current and future residents…and all types of residential intensification … development and introduction of new housing options within previously developed areas*". Densities should promote the efficient use of land and infrastructure and support the use of active transportation.

Policy 2.3.1 provides general policies for settlement areas. Growth should focus in the settlement area. Land use patterns should be based on the efficient use of land and resources, optimizing existing and planned infrastructure, support active transportation, and be transit supportive. The proposed multiple dwellings are a housing option that will meet the requirements of current and future residents, is a type of residential intensification, and promotes the efficient use of land, resources, and infrastructure, and supports active transportation and transit. The proposed amendments are consistent with Policy 2.2 and Policy 2.3.1.

Policy 2.9 requires that the impacts of a changing climate and reduction in greenhouse gas emissions shall be supported with compact, transit-supportive, and complete communities, consider stormwater management systems, and promote active transportation. The proposed development is compact with access to existing and planned transit and active transportation. Stormwater management will be considered during site plan control. The amendments are consistent with Policy 2.9.

The proposed amendment to Zoning By-law 8600 is consistent with the PPS 2024.

Official Plan:

The subject parcel has a designation of Residential on Schedule D: Land Use in the City of Windsor Official Plan. Land use goals (Section 6.1) include safe, caring, and diverse neighbourhoods, environmentally sustainable urban development, housing suited to the needs of Windsor's residents, and directing residential intensification to those areas of the city where transportation, municipal services, community facilities, and goods and services are readily available.

The proposed development will create a diverse neighbourhood, is an environmentally sustainable urban development, and provides housing suited to the needs of residents. The area is ideal for residential intensification as transportation, infrastructure, and community facilities are readily available. The proposed amendment achieves the goals of Section 6.1.

Objectives (Section 6.3.1) of the Residential land use designation include a range of housing forms and tenures in all neighbourhoods, promoting compact neighbourhoods that encourage a balanced transportation system, and promoting residential infill and intensification initiatives. The proposed development expands the housing form and tenure in a neighbourhood that is predominantly single-detached housing, is a compact development that will have access to existing and planned transportation modes and is an infill and intensification initiative.

Having a height of 3 stories, the proposed multiple dwelling development is a "Low Profile Development" per Section 6.2.1.2. The proposed multiple dwellings are a permitted use per Section 6.3.2.1 and are a small scale form of low profile housing per Section 6.3.2.3.

The parcel has access to a collector road and an arterial road, full municipal services can be provided, and public transport is available. There are no deficiencies in community services and open spaces. The proposed multiple dwellings satisfy the locational criteria in Section 6.3.2.4.

In planning terms, the definition of "compatible" most often referred to can be found in *Motisi v. Bernardi*, 1987 CarswellOnt 3719, (1987) O.M.B.D. No. 2, 20 O.M.B.R. 129:

> "*Being compatible with is not the same thing as being the same as. Being compatible with is not even the same thing as being similar to. Being similar to implies having a resemblance to another thing; they are like one another, but not completely identical. Being Compatible with implies nothing more than being capable of existing together in harmony*."

The proposed development is compatible, and will coexist, with the surrounding area in terms of scale, massing, height, siting, orientation, setbacks, parking, and amenity area. The amendment satisfies the evaluation criteria of Section 6.3.2.5. The proposed amendment to Zoning By-law 8600 conforms to the policy direction of the Official Plan.

City of Windsor Intensification Guidelines:

The intent of the Intensification Guidelines is to guide new development to become distinctive, while relating harmoniously to the use, scale, architecture, streetscapes, and neighbourhoods of Windsor, as well as meeting the needs of its citizens and visitors.

The parcel is in an established neighbourhood area but not in a Mature Neighbourhood or a Mixed-Use Corridor. The general guidelines state that low profile development includes apartments that are generally no greater than three storeys in height and should be compatible and sensitively integrated with residential buildings in the surrounding neighbourhood. The proposed multiple dwelling is three storeys in height and is sensitively integrated in the surrounding neighbourhood. The proposed amendment is consistent with the Intensification Guidelines.

Zoning By-Law:

The parcel is zoned Commercial District 1.2 (CD1.1), a neighbourhood commercial zoning district that allows a limited range of commercial uses that are to serve the day-to-day needs of the surrounding neighbourhood. Site specific exception 20(1)272 allows a veterinary office as an additional permitted use subject to further provisions. The Applicant is requesting a change to a suitable residential zoning district or a site-specific

exception to allow the development as proposed in the conceptual drawings. The Residential District 3.3 (RD3.3) along with a revised 20(1)272 is a suitable solution.

Staff recommend replacing the existing 20(1)272 with new provisions that clarifies the minimum lot area, restricts the maximum building height to 10 m, and allows a reduction in the minimum parking separation from a street from 3.0 m to 1.50 m and a reduction in parking area separation from a building wall from 4.50 m to 2.60 m. Due to the triangular shape of the parcel, a reduction in parking area separations is necessary to allow efficient development of the parcel. These reductions will have no adverse impact on the use and enjoyment of the proposed dwelling units. The RD3.3 zoning has no yard setbacks, therefore, it is not necessary to deem the parcel as a corner lot. The lot line next to Tuson Way is the shortest exterior lot line making it the front lot line, and the lot lines next to Howard Avenue and Howard Place are side lot lines.

The Zoning By-law requires three visitor parking spaces. This will be a requirement of Site Plan Control. The proposed development must comply with all other applicable zoning provisions.

Site Plan Control:

The proposed development is subject to Site Plan Control. Recommendation 2 directs the Site Plan Approval Officer to review the comments in Appendix B to this report.

Risk Analysis:

N/A

Climate Change Risks

Climate Change Mitigation:

Residential intensification minimizes the impact on community greenhouse gas emissions as these developments create complete communities and neighbourhoods while using available infrastructure such as sewers, sidewalks, and public transit.

Climate Change Adaptation:

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

Financial Matters:

N/A

Consultations:

An Open House was held on April 8, 2024, from 4:30 pm to 6:30 pm at 4350 Howard Avenue. Display boards showing the site plan, renderings and elevations, and floor plans were available. The Open House Report summarizes comments received at the public open house. Comments received from municipal departments and external agencies are attached as Appendix B. Per the Planning Act, statutory notice was advertised in the Windsor Star, a local daily newspaper. A courtesy notice was mailed to property owners within 200 m of the subject lands.

Conclusion:

Based on the documents submitted by the Applicant and the analysis in this report, it is our opinion that the recommend amendment to Zoning By-law 8600 is consistent with the PPS 2024, is in conformity with the Official Plan, and constitutes good planning. Site plan control is the proper tool to incorporate the requirements and comments of departments and agencies. Staff recommend approval.

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 JM

Approvals:

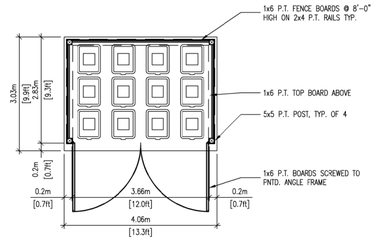
Name	Title
Greg Atkinson	Deputy City Planner - Development
Neil Robertson	City Planner
Aaron Farough	Senior Legal Counsel
John Revell acting for Jelena Payne	Commissioner, Economic Development
Joe Mancina	Chief Administrative Officer

Notifications:

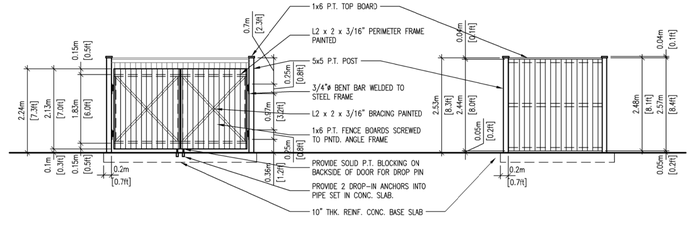
Name	Address	Email
Zeyad Rafih Rafco Property Trust Ltd		
ADA Architect Inc. c/o Olivia Byrne		
Councillor Fred Francis		
Property owners within 200 m of the subject parcel		

Appendices:

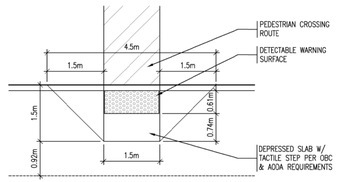
1 Appendix A - Conceptual Architectural Package
2 Appendix B - Circulation Comments



100 SPC1 SPC1 REFUSE ENCLOSURE
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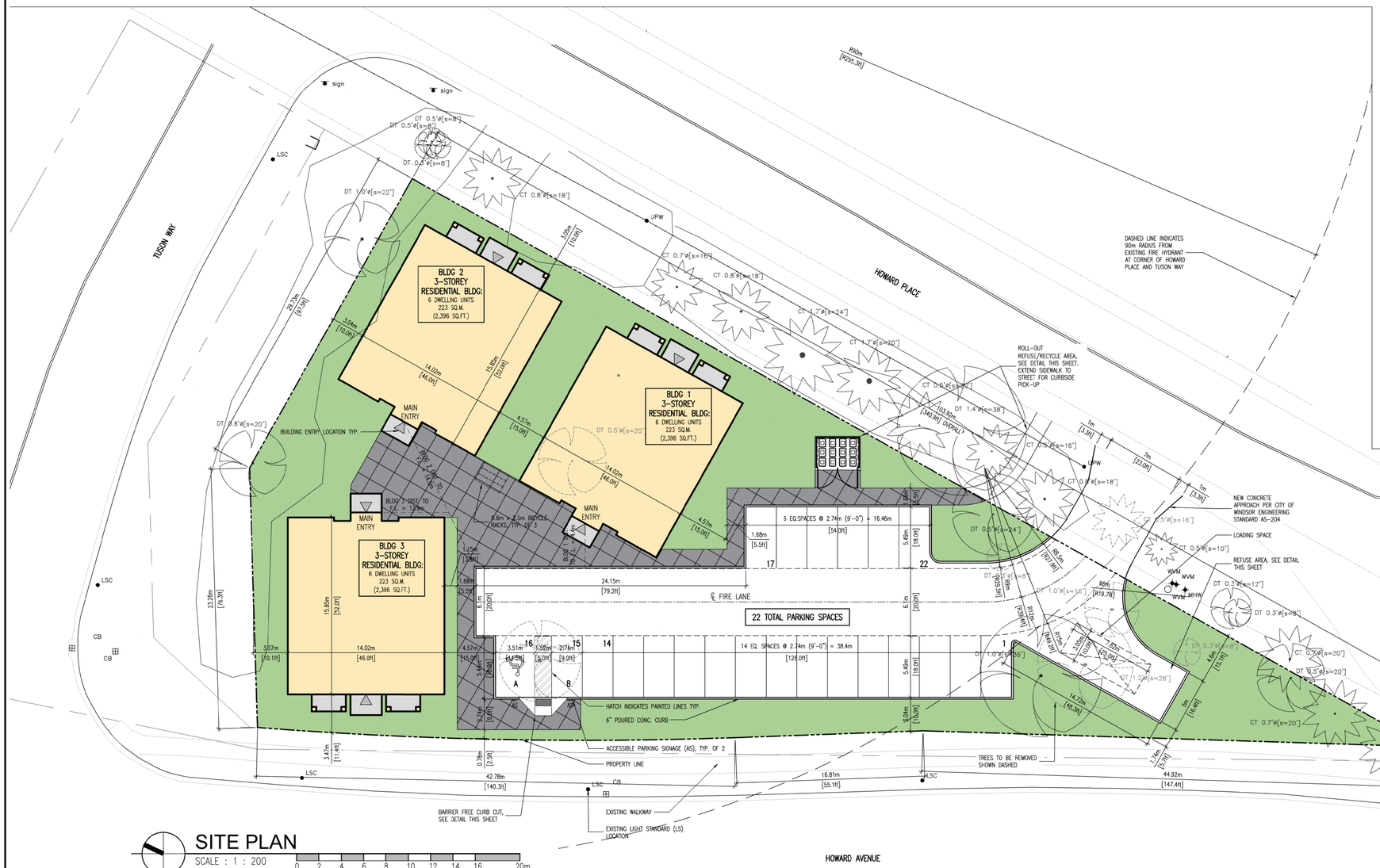


REFUSE FRONT ELEV.
SCALE : 1 : 75



REFUSE SIDE ELEV.
SCALE : 1 : 75

TYPICAL CURB RAMP PLAN
SCALE : 1 : 75



SITE PLAN
SCALE : 1 : 200
0 2 4 6 8 10 12 14 16 20m

ITEM	SITE DATA MATRIX					OBC REFERENCE
1	PROJECT DESCRIPTION NEW RESIDENTIAL DEVELOPMENT 0 HOWARD AVENUE		☒ NEW ☐ ADDITION ☐ ALTERATION ☐ CHANGE OF USE			☐ PART 3 ☒ PART 9 ☐ PART 11
2	ZONING DESIGNATION:		RESIDENTIAL DISTRICT – SPECIFIC ZONING TBD			
3	EXISTING LAND USE:		VACANT			
4	MAJOR OCCUPANCY(S):		GROUP C – MULTI RESIDENTIAL			
5	BUILDING CLASSIFICATION:		3.2.2.47 – GROUP C			
6	SITE AREA		BUILDING AREA		GROSS AREA	
	EXISTING:	2,706.76 m²	EXISTING:	0.0 m²	EXISTING:	0.0 m²
	PROPOSED:	0.0 m²	PROPOSED:	0.0 m²	PROPOSED:	0.0 m²
	TOTAL:	2,706.76 m²	TOTAL:	±667.7 m²	TOTAL:	±2,003.1m²
7	LOT COVERAGE		MINIMUM LOT WIDTH		BUILDING HEIGHT	
	MAXIMUM:	N/A %	REQUIRED:	N/A m	MAXIMUM:	N/A m
	PROVIDED:	24.8 %	PROVIDED:	X.X m	PROVIDED:	±7.8 m
8	MINIMUM FRONT YARD DEPTH		MINIMUM REAR YARD DEPTH		MINIMUM SIDE YARD DEPTH	
	REQUIRED:	X.X m	REQUIRED:	X.X m	REQUIRED:	X.X m
	PROVIDED:	X.X m	PROVIDED:	X.X m	PROVIDED:	X.X m
9	PARKING:					
	USE CLASSIFICATION:					
	VEHICLES SPACES (2.5m x 5.5m)		BICYCLE SPACES (0.6m x 2.5m)		LOADING SPACES (3.0m x 7.5m)	
	EXISTING:	– SPACES	EXISTING:	– SPACES	EXISTING:	– SPACES
	PROPOSED:	22 SPACES	PROPOSED:	3 SPACES	PROPOSED:	1 SPACES
	REQUIRED:	22 SPACES	REQUIRED:	3 SPACES	REQUIRED:	1 SPACES
	TOTAL:	22 SPACES (INCLUDING ACCESSIBLE)	TOTAL:	3 SPACES	TOTAL:	1 SPACES
	ACCESSIBLE TYPE A 3.5m (3.5m x 5.5m)		ACCESSIBLE TYPE B (2.5m x 5.5m)			
	EXISTING:	– SPACES	EXISTING:	– SPACES		
	PROPOSED:	1 SPACES	PROPOSED:	1 SPACES		
	REQUIRED:	1 SPACES	REQUIRED:	0 SPACES		
	TOTAL:	1 SPACES	TOTAL:	1 SPACES		
10	LANDSCAPED AREA		CURBING LENGTH		SCREENING FENCE LENGTH	
	EXISTING:	– m²	EXISTING:	– m	EXISTING:	0.0 m
	PROPOSED:	1,225.21 m² 44.4 %	PROPOSED:	177.7 m	PROPOSED:	0.0 m
	REQUIRED:	N/A %	TOTAL:	177.7 m	TOTAL:	0.0 m
	TOTAL:	1225.21 m²				

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

In the event that human remains are encountered during construction, all work in that area must be stopped immediately and the site secured. The local police or coroner must be contacted to determine whether or not the skeletal remains are human, and whether the remains constitute a part of a crime scene. The Ontario Ministry of Tourism, Culture and Sport and the Registrar of the Cemeteries Regulation Unit of the Ministry of Consumer Services must then be notified, and clearance be given by the Ministry of Tourism, Culture and Sport.

A building shall not be located beneath existing above ground electrical conductors. Where a building is to be constructed in proximity to above ground electrical conductors, horizontal clearances between buildings and conductors shall comply with Subsection 3.1.19. of the Ontario Building Code.

LEGEND

NEW WALKWAY | GRASS AREA | PATIO AREA | PAVED PARKING AREA | NEW BUILDING FOOTPRINT

2024/09/12	ZBA
2024/05/03	PC2 SUBMISSION
date (yyyy/mm/dd):	issued for:

general notes:

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

stamp:

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

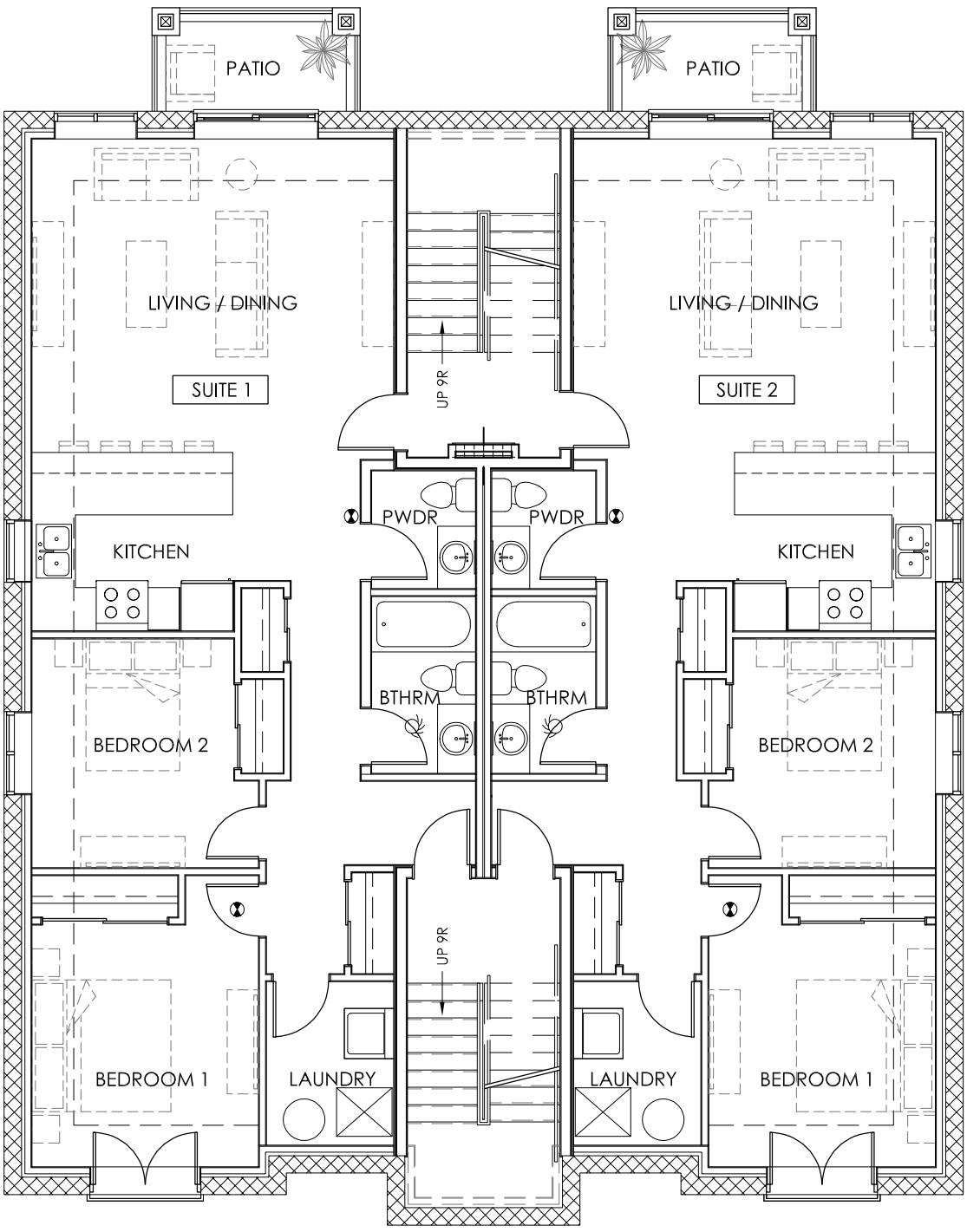
project:
0 HOWARD AVE
NEW MULTI-RESIDENTIAL DEVELOPMENT

client:
RAFCO PROPERTY TRUST LTD.

title:
SITE PLAN
ZONING MATRIX

scale: AS SHOWN
drawn by: OB
checked by: JBK
date: MAY 2024
comm. no.: 2021-057
sheet no.:

SPC-1.0



LOWER FLOOR PLAN

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

0 2 4 8 12 24 FEET

architectural design associates inc. architect

1670 Mercer Street
Windsor Ontario Canada N8X 3P7
519.254.3430
info@ada-architect.ca
ada-architect.ca

project:
PROPOSED MULTI-RESIDENTIAL DEVELOPMENT
0 HOWARD AVENUE

client:
RAFCO PROPERTY TRUST LTD.

title:
LOWER FLOOR PLAN

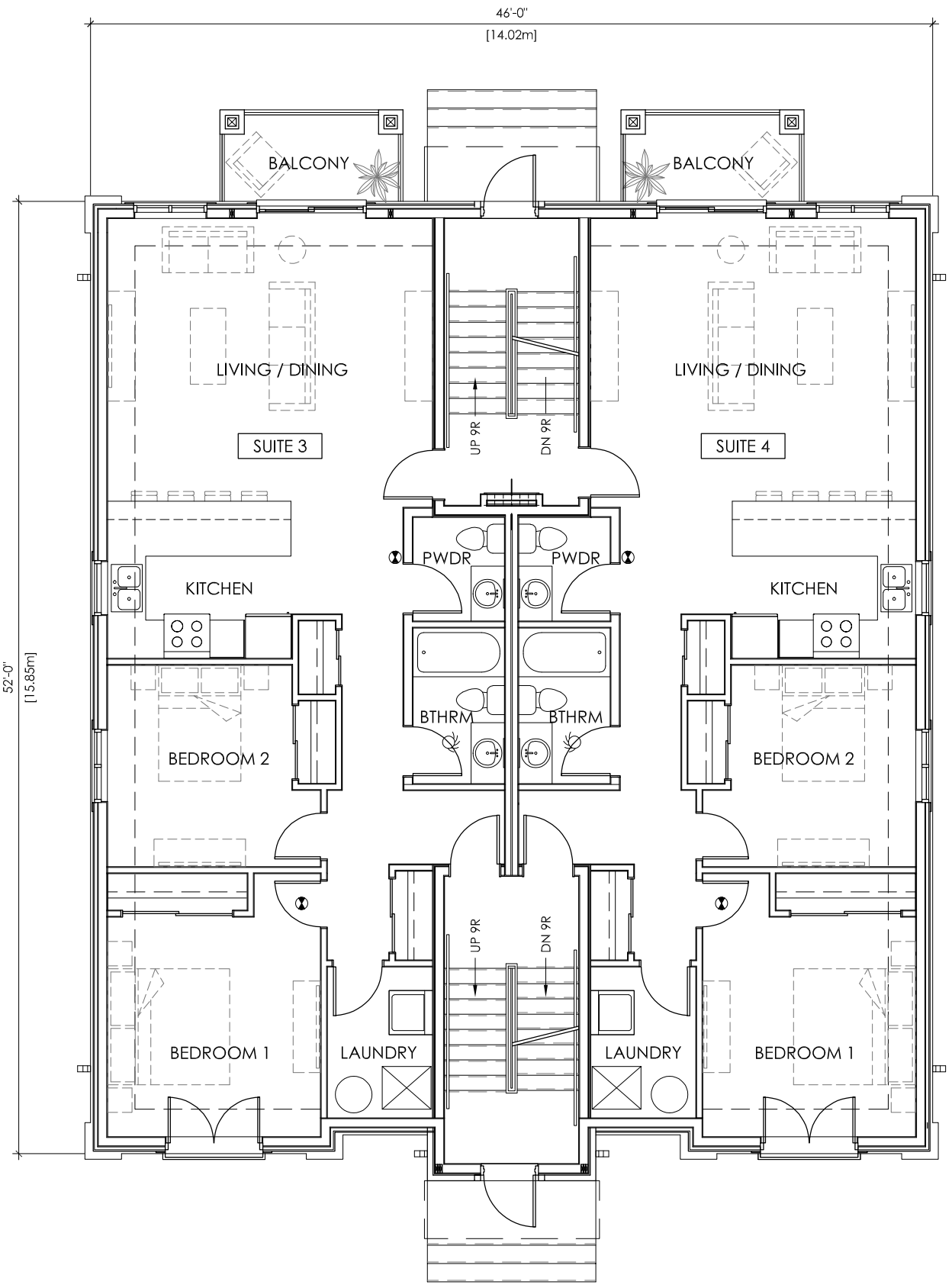
drawn by: OB

checked by: JBK

date: APR 2024

comm. no.: 2021-057

dwg. no.: SK-1



FIRST FLOOR PLAN

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

0 2 4 8 12 24 FEET

architectural design associates inc. architect

1670 Mercer Street
Windsor Ontario Canada N8X 3P7
519.254.3430
info@ada-architect.ca
ada-architect.ca

project:
PROPOSED MULTI-RESIDENTIAL DEVELOPMENT
0 HOWARD AVENUE

client:
RAFCO PROPERTY TRUST LTD.

title:
FIRST FLOOR PLAN

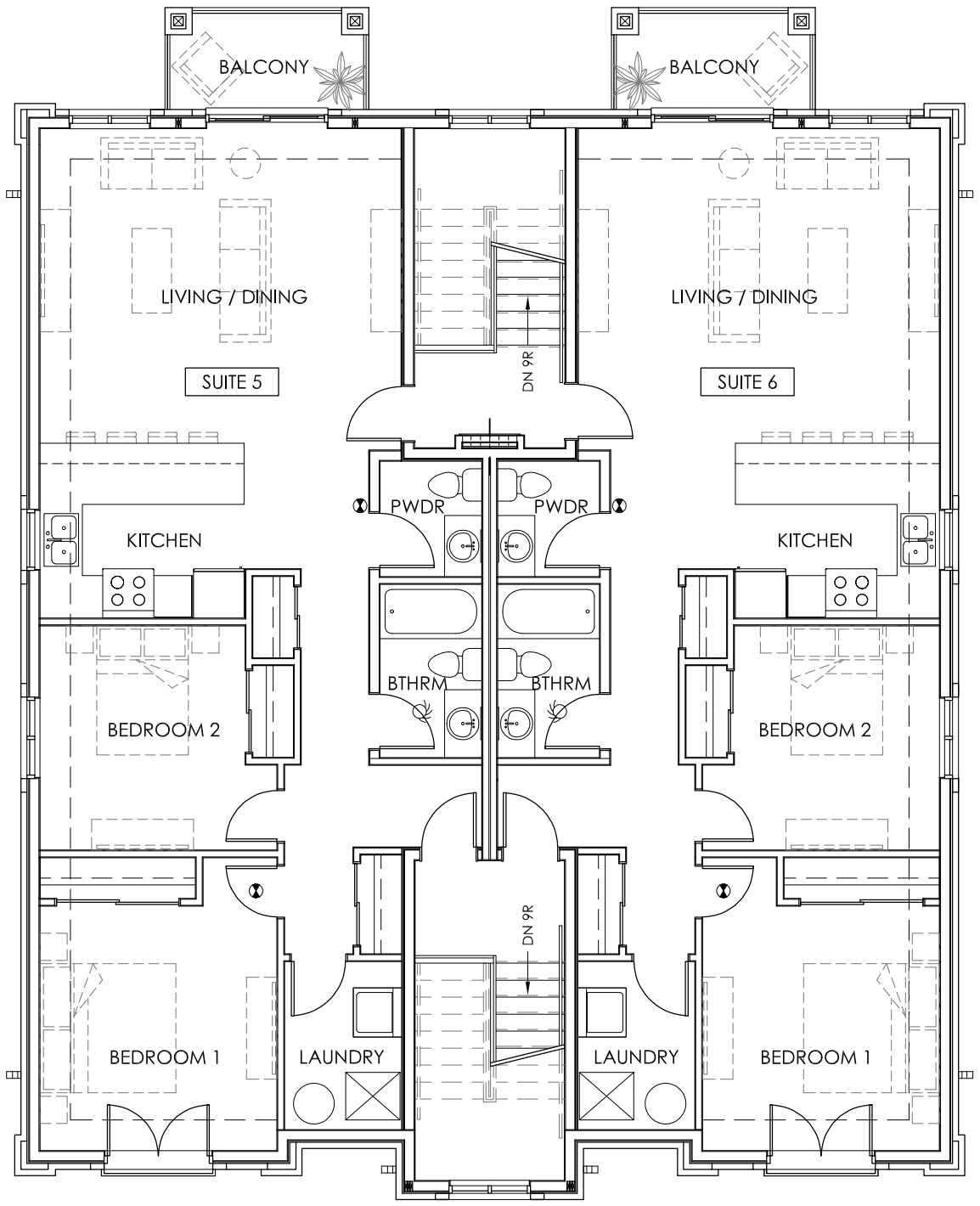
drawn by: OB

checked by: JBK

date: APR 2024

comm. no.: 2021-057

dwg. no.: SK-2



SECOND FLOOR PLAN

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

0 2 4 8 12 24 FEET

architectural design associates inc. architect

1670 Mercer Street
Windsor Ontario Canada N8X 3P7
519.254.3430
info@ada-architect.ca
ada-architect.ca

project:
PROPOSED MULTI-RESIDENTIAL DEVELOPMENT
0 HOWARD AVENUE

client:
RAFCO PROPERTY TRUST LTD.

title:
SECOND FLOOR PLAN

drawn by: OB

checked by: JBK

date: APR 2024

comm. no.: 2021-057

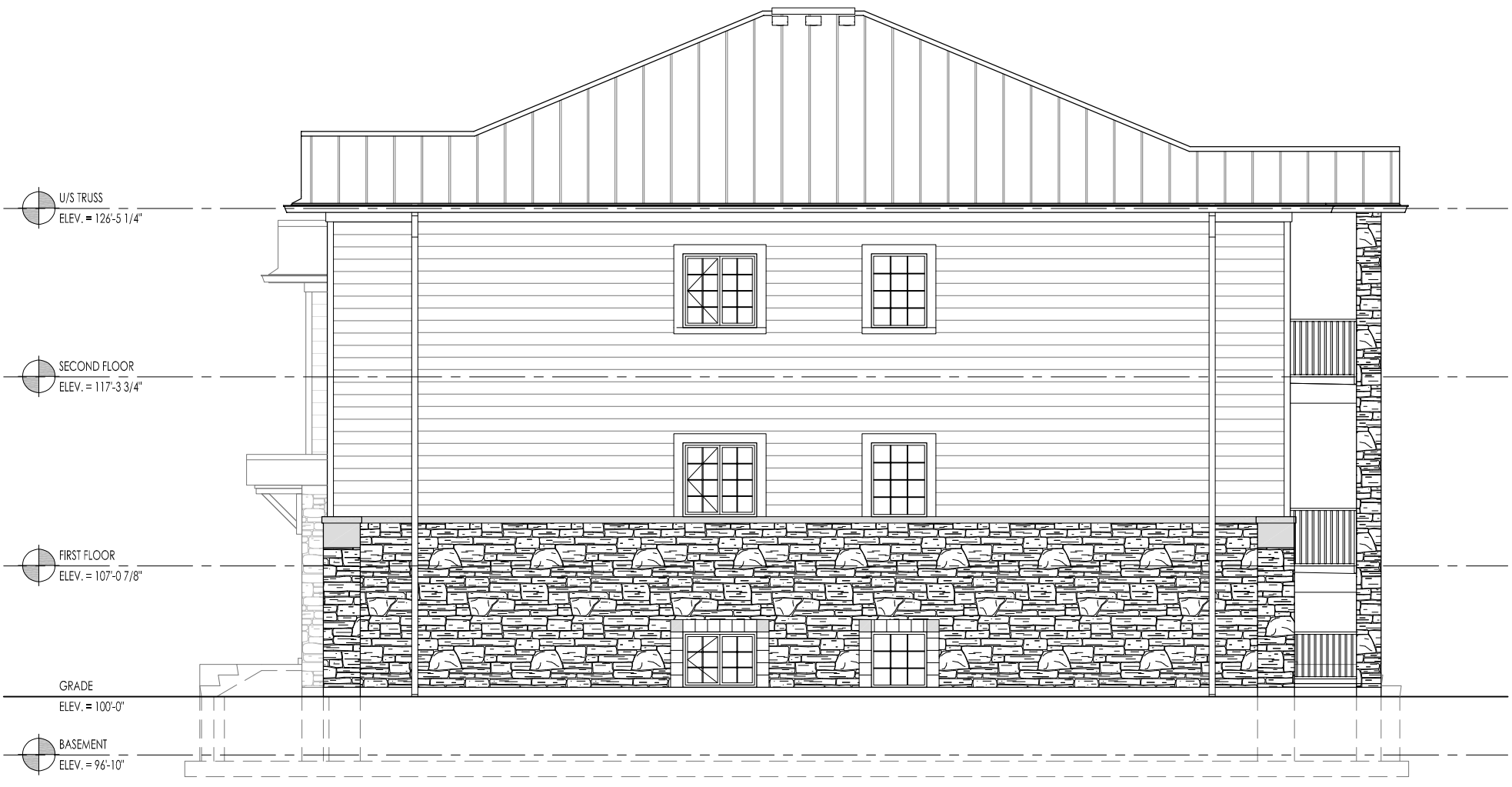
dwg. no.: SK-3



FRONT ELEVATION

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

0 2 4 8 12 24 FEET



SIDE ELEVATION

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

0 2 4 8 12 24 FEET

a architectural d design a associates inc. architect

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0 HOWARD AVENUE

client:
RAFCO PROPERTY TRUST LTD.

title:
FRONT ELEVATION
SIDE ELEVATION

drawn by: OB

checked by: JBK

date: APR 2024

comm. no.: 2021-057

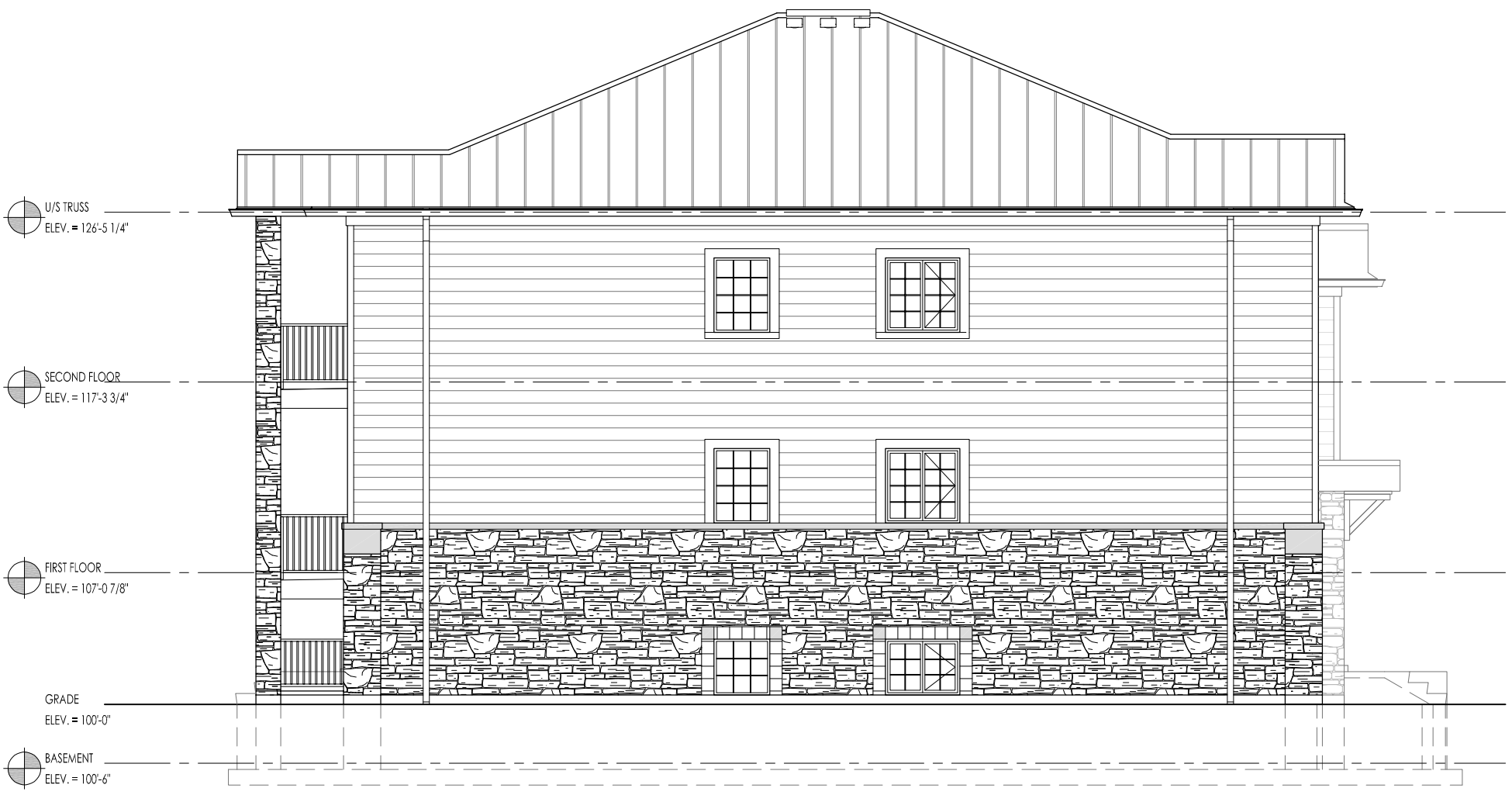
dwg. no.: SK-4



REAR ELEVATION

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

0 2 4 8 12 24 FEET



SIDE ELEVATION

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

0 2 4 8 12 24 FEET

architectural design associates inc. architect

1670 Mercer Street
Windsor Ontario Canada N8X 3P7
519.254.3430
info@ada-architect.ca
ada-architect.ca

project:
PROPOSED MULTI-RESIDENTIAL DEVELOPMENT
0 HOWARD AVENUE

client:
RAFCO PROPERTY TRUST LTD.

title:
REAR ELEVATION
SIDE ELEVATION

drawn by: OB

checked by: JBK

date: APR 2024

comm. no.: 2021-057

dwg. no.: SK-5

APPENDIX B – CONSULTATION

BELL CANADA

The information that municipalities provide to Bell Canada is instrumental to the provisioning of telecommunications infrastructure and we appreciate the opportunity to be proactively engaged in development applications and infrastructure and policy initiatives.

Bell Canada will provide a response should any comments / input be required on the information included in the circulation received. Bell Canada kindly requests that even if a specific comment is not provided at this time that you continue to circulate us at circulations@wsp.com on any future materials related to this development project or infrastructure / policy initiative so that we can continue to monitor its progress and are informed of future opportunities for engagement.

1) Bell Canada Responses to Pre-Consultation & Complete Development Application Circulations:

Pre-consultation Circulations - Bell Canada does NOT generally comment on pre-consultation circulations unless the information provided identifies that a future draft plan of subdivision, draft plan of condominium and/or site plan control application will be required to advance the development proposal.

Complete Application Circulations & Recirculations - Bell Canada does NOT generally comment on the following development applications - official plan and zoning by-law amendments, part lot control, temporary use and interim control by-laws. However, Bell Canada does generally comment on site plan approval, draft plans of subdivision and draft plan of condominium applications.

Bell Canada will generally comment on recirculations where the change modifies the proposed residential dwelling unit count and/or non-residential gross floor area in a draft plan of subdivision, draft plan of condominium and/or site plan control application.

2) Bell Canada Responses to Infrastructure and Policy Initiative Circulations:
If required, a follow-up email will be provided by Bell Canada to outline any input to be considered on the infrastructure / policy initiative circulation received at this time.

Concluding Remarks: If you have any other specific questions, please contact planninganddevelopment@bell.ca directly.

We note that WSP operates Bell Canada's development tracking system, which includes the intake and processing of municipal circulations. **However, all responses to circulations and requests for information, such as requests for clearance, will come directly from Bell Canada, and not from WSP**. WSP is not responsible for the provision of comments or other responses.

CANADA POST – BRUNO DESANDO

This development falls within our centralized mail policy. Canada Post's multi-unit policy, which requires that the owner/developer provide the centralized mail facility (front loading lockbox assembly or rear-loading mailroom [mandatory for 100 units or more]), at their own expense, will be in effect for buildings and complexes with a common lobby, common indoor or sheltered space. Should the description of the project change, I would appreciate an update to assess

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

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

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

o Residential compartments must be at least 12.5 x 13.5 cm

o Commercial compartments at least 13.5 x 30.5 cm

o Parcel compartments at least 30.5 x 30.5 cm

Vertical lock-box models must have min comp size of 25 x 12.5 cm. (Most models are 40 x 12.7 cm)

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

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

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

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

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

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

APPENDIX B – CONSULTATION

CITY OF WINDSOR – DEVELOPMENT ENGINEERING – JUAN PARAMO

Sewers: The site may be serviced by a 250mm sanitary sewer and a 750mm storm sewer located within the Howard Place 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 and Storm Sewer Study, dated October 2023 by Aleo Associates Inc., has been received and reviewed. The applicant's consultant has confirmed that the existing 250mm PVC sanitary sewer on Howard Place will effectively accommodate the site's sewer servicing needs. The study demonstrates that the municipal sanitary sewer has adequate capacity, and no adverse impacts are expected on the surrounding areas because of the proposed development. The Sanitary Sewer Study has been deemed acceptable, and the proposed sanitary servicing strategy is supported by Engineering Development.

The applicant will be required to submit, prior to the issuance of building 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)

Please visit the City of Windsor website and the ERCA website for additional information on stormwater management requirements.

Right of Way: Howard Avenue is classified as Class II Arterial Road and Tucson Way as a Local Road according to the Official Plan. Both Right-of-ways have sufficient right-of-way width as outlined in the approved Howard Avenue Environmental Study Report. Howard Place is also classified as a Local Road and meets the right-of-way width requirements outlined in the City of Windsor Official Plan.

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

Curbs and Gutters - The Owner agrees to pay the Corporation, at the discretion of the City Engineer, a contribution of $60.00 per linear metre. This payment shall be made prior to the issuance of Building Permits and represents the Owner's contribution toward the future construction of concrete curb and gutter along the Howard Place frontage of the subject property.

Sidewalks - The Owner agrees to:

1. Construct at their expense and according to City of Windsor Standard Specifications, a concrete sidewalk along the entire Tuson Way frontage of the subject lands. All work to be to the satisfaction of the City Engineer.
2. Pay to the Corporation a contribution of $115.00 per linear metre. This payment shall be made prior to the issuance of Building Permits and represents the Owner's contribution

toward the future construction of concrete sidewalks along the Howard Place frontage of the subject property.

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

CITY OF WINDSOR – FORESTRY – YEMI ADEYEYE

There are over 25 city owned trees on this property along Tuson Way and Howard Place. Also there private trees located on this property.

The owner/developer is requested to provide a detailed tree inventory for all live trees over 10cm DBH on the lot, both city and privately owned. The inventory should identify ownership and provide sub-meter accuracy GPS location, species, diameter (DBH) and condition for each tree. For trees in proximity to a roadway, less than 10m, GPS location should be taken on the nearest road-side of the tree. Indication should be made for each tree if it is to be preserved & protected or removed during development. A qualified, Arborist, Urban Forester or Landscape Architect should conduct the tree survey.

Forestry will require detailed site plans prior to construction that shows adequate Tree Root protection zones for each individual tree if they are to be preserved on-site through the development process. Details regarding the protection area required and type of fencing for Tree Root protection zones can be provided by Forestry. If the trees are NOT to be preserved through the development process, and a request is made that specific trees be removed, the Removal & Canopy Replacement cost will be calculated based on a Diameter-for-Diameter replacement ratio for both City and Private trees.

Forestry requests the opportunity to review landscaping plans to provide comment and suggestion that would maximize future on-site Tree Canopy and Tree Canopy Resilience. Please let us know if you have any further questions regarding Tree Protection and Replacement issues. Forestry will continue to monitor the progress of this construction work.

CITY OF WINDSOR – NATURAL AREAS – KAREN ALEXANDER

The parcel is within Source Water Protection Zone 3, ERCA Permit may be required. No harming active bird nests (Migratory Bird Act).

CITY OF WINDSOR – PLANNING & DEVELOPMENT SERVICES – LANDSCAPE & URBAN DESIGN – HODA KAMELI

No additional comments. The following comment to be addressed as part of the Site Plan Control application.

- Tree Inventory & Preservation Study (SPC) – This document was not submitted with the Stage 2 Planning Consultation application. The study must be prepared by a certified Arborist (ISA) or Forester (OFA) to help assess the loss to the urban canopy be submitted with a Site Plan Control application. The study will be used to assess the tree and/or compensation requirements as per consultation with the City Forester.
- Establish a pedestrian connection to the municipal sidewalk on Howard Ave.

APPENDIX B – CONSULTATION

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

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

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

Current Zoning Designation: Commercial District 1.1 (CD1.1)

Proposed Zoning Designation: Residential District 3.3 (RD3.3) / TBD

Existing Use [Building Permit / Planning Act Applications]: Vacant lot

Proposed Use:

- Three (3) *Multiple Dwelling* buildings; with 6 *dwelling units* in each: Permitted

Section 5 – General Provisions: Complies

Section 12.3.5 – Multiple Dwelling:

- Minimum Lot Frontage [12.3.5.1]: Required - 45.0m

  Provided - 104.5m along Howard Avenue

  Provided - 103.9m along Howard Place

  Provided - 52.9m along Tuson Way

- Minimum Lot Area [12.3.5.2]: Required – 1,825.0m^2 Provided – 2,760.8 m^2
  i) For a corner lot having a minimum lot frontage of 45.0m on each of the exterior lot lines: Required - 1,825.0m^2 Provided - 2,760.8m^2
  ii) For any other lot: Required - 1,825.0m^2 Provided - 2,760.8m^2
- Maximum Lot Coverage [12.3.5.3]: Required - 35.0% Provided - 24.2%
- Maximum Main Building Height [12.3.5.4]:
  i) Corner Lot: Required - 30.0m Provided - 9.7m
  ii) Interior Lot: Required - 24.0m Provided - 9.7m
- Minimum Landscaped Open Space Yard [12.3.5.8]:

  Required - 35.0% Provided - 46.6%
- Maximum Dwelling Unit Density – dwelling units per hectare [12.3.5.13]:
  i) For a corner lot having a minimum lot frontage of 45.0m on each of the exterior lot lines: Required – 60 Provided - 18
  ii) For any other lot: Required – 48 Provided - 18

APPENDIX B – CONSULTATION

Section 24 – Parking, Loading, and Stacking Provisions:

- Required Number of Visitor Parking Spaces [24.22.1.1]: Required – 3; **Provided - 0**

Section 25 – Parking Area Regulations - Construction and Maintenance of Parking Area:

- [25.5.20.1.2] Parking Area Separation from a street:

  Required - 3.0m **Provided - 1.54m – Does not comply**

- [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 - 2.65m – Does not comply**

CITY OF WINDSOR – RIGHT OF WAY – MARK SCHAFFHAUSER

Required Drawing Revisions:

Sewer Connections – All existing and proposed storm, sanitary and water services must be identified on the drawings, as well as the associated mainline sewers/water mains.

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

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

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

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

Sidewalks - The Owner agrees to:

1. Construct at their expense and according to City of Windsor Standard Specifications, a concrete sidewalk along the entire Tuson Way frontage of the subject lands. All work to be to the satisfaction of the City Engineer; or
2. Pay to the Corporation a contribution of $115.00 per linear metre. This payment shall be made prior to the issuance of Building Permits and represents the Owner's contribution toward the future construction of concrete sidewalks along the Howard Place frontage of the subject property.

If you have any questions, contact Dan Perissinotti at dperisisnotti@citywindsor.ca

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 the Dougall 6. The Dougall 6 has an existing weekday peak frequency of 40 minutes. The closest existing bus stop to this property is located on Howard at North Talbot Southeast Corner. This bus stop is approximately 150 metres away from this property

falling within Transit Windsor's 400 metre walking distance guidelines to a bus stop. This will be maintained with Transit Windsor's City Council approved Transit Master Plan.

CITY OF WINDSOR – TRANSPORTATION PLANNING – ELARA MEHRILOU

A land conveyance as identified under Plate 5 of the Howard Ave (Grand Marais to Highway 3) Environmental Assessment is required.

Per the approved Howard Ave (Grand Marais to Hwy 3) Environmental Assessment sidewalk on both sides of Tuson Way is required. Sidewalk contribution per Engineering Right-of-Way requirements is required along the property fronting on Tuson Way.

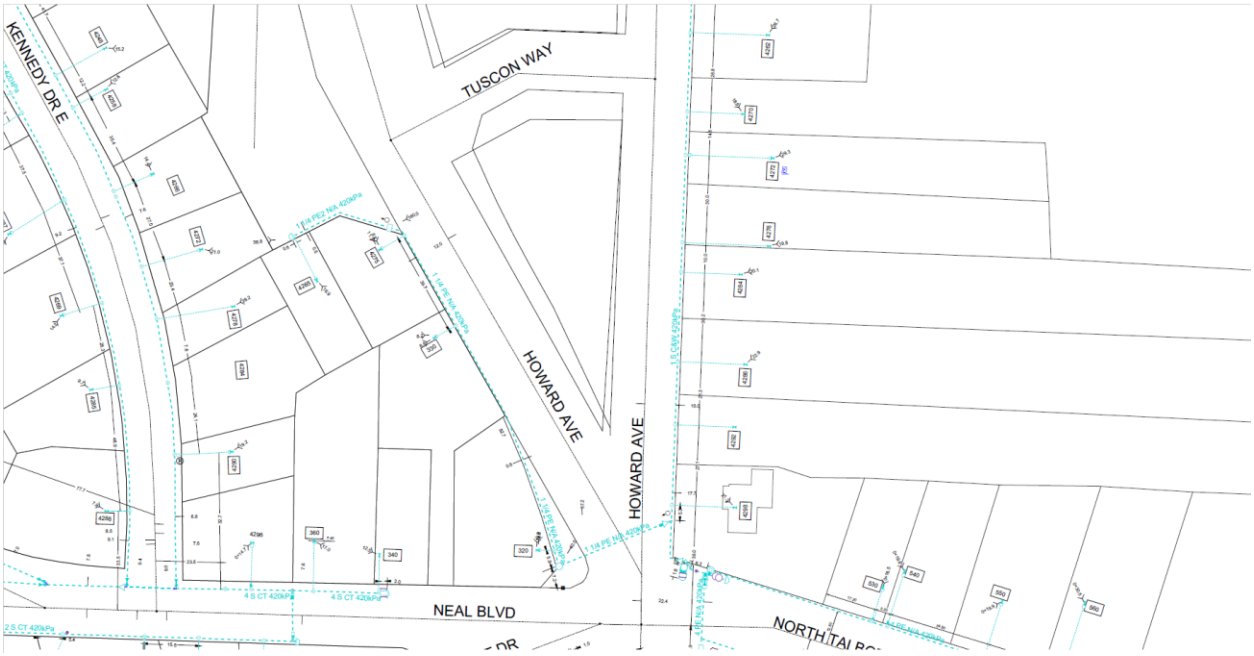
All parking must comply with ZBL 8600. All accesses shall conform to the TAC Geometric Design Guide for Canadian Roads and the City of Windsor Standard Engineering Drawings. All exterior paths of travel must meet the requirements of the Accessibility for Ontarians with Disabilities Act (AODA).

ENBRIDGE – SANDRO AVERSA

After reviewing the provided drawing, 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. Note the following if you find any abandoned infrastructure in the area:

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

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



APPENDIX B – CONSULTATION

ENWIN – HYDRO ENGINEERING – Tia McCloskey

No Objection to rezoning. Note the following distribution and services at 0 Howard:

- Overhead 27.6kV Primary distribution pole line and associated down guy wires/ anchors, adjacent to the East limit of the above noted property.
- Overhead 120V streetlight duplex, adjacent to the East limit of the above noted property.
- Overhead 120/240V secondary triplex distribution, adjacent to the East limit of the above noted property.
- Underground 120V streetlight duplex, adjacent to the North and West limit of the above noted property.
- Overhead 120/240V triplex servicing multiple properties across the street to the East of the above noted property.
- Overhead 600/347V secondary quadruplex distribution, adjacent to the South limit of the above noted property and serving the above noted address.
- Overhead 600/347V transformer, adjacent to the South limit of the above noted property.

Proposed buildings and/or building additions must have adequate clearance requirements from all hydro distribution and services. We recommend referring to the Occupational Health and Safety Act for minimum safe limits of approach during construction and the Ontario Building Code for adequate clearance requirements for New Buildings and/or Building Additions.

ENWIN – WATER ENGINEERING – Bruce Ogg

ENWIN Water has no objections.

City of Windsor
Development & Heritage Standing Committee

RE: File Numbers Z-032/24 [ZNG/7237]

Dear Standing Committee Members:

I am a resident at .

I did not attend the original meeting that the development company held last year as I was not notified of said meeting. I found out about the meeting after the fact.

I am submitting this letter as I am unable to attend the meeting and have some concerns.

1. Has an environmental assessment of the property been completed as the property used to be a Texaco gas station when I was a child.

2. Can our sewer system handle the extra usage and not cause flooding or, worse, sewer backups? When we have heavy rain falls, the ditches fill up quickly.

3. With the additional residences, traffic increases, and so does congestion and the inability of getting in and out of Tucson Way. Was a traffic assessment done to see how the increased vehicular traffic that would be using Tucson Way affects this neighbourhood and how solve them before they become a dangerous issue? The traffic on Howard Avenue is very heavy at times and can be difficult turning onto Howard Avenue. Also, if travelling southbound on Howard Avenue, and stopping to turn onto Tucson Way, it is somewhat dangerous as stopping at the bottom of the overpass has caused several rear end collisions over the years as people are not expecting someone to stop at the bottom of the overpass. If the additional housing is passed, is the City of Windsor going to do something to address this issue, such as putting a turning lane from southbound Howard onto Tucson Way?

4. If there is less then one parking space per unit, 18 units – “22 spaces including 2 accessible spaces, 3 bicycle spaces and a loading zone, where are the additional vehicles going to park? There is no room for on-street parking.

5. The street itself is not wide enough to have on-street parking on it. There are ditches on one side of the road and semi-trucks still use this road as an access to/from Dougall Parkway. Trucks are not supposed to use Howard Place, but they ignore the “no truck” signs. If there is street parking on Howard Place, there is a high possibility of damaged vehicles.

I realize there are only 14 houses on our street, but I do hope that you will take the above points into consideration.

Thank you,

Karen Palmer

From: Mark < >
Sent: January 3, 2025 5:47 PM
To: mayoro <mayoro@citywindsor.ca>; Francis, Fred <ffrancis@citywindsor.ca>; Morrison, Jim <jmorrison@citywindsor.ca>; Kaschak, Gary <gkaschak@citywindsor.ca>; Costante, Fabio <fcostante@citywindsor.ca>; McKenzie, Mark <mmckenzie@citywindsor.ca>; Mckenzie, Kieran <kmckenzie@citywindsor.ca>; Gignac, Jo-Anne (Councillor) <joagignac@citywindsor.ca>; Marignani, Angelo <amarignani@citywindsor.ca>; Agostino, Renaldo <ragostino@citywindsor.ca>; Sleiman, Ed <esleiman@citywindsor.ca>; planningdept <planningdept@citywindsor.ca>
Subject: Rafco Property Trust Ltd. rezoning proposal at Howard Avenue and Tuscan Way

To Mayor Dilkens and Windsor City Council,

I would like to comment on the rezoning proposal brought forth by Rafco Property Trust Ltd. This proposal is located at Howard Avenue and Tuscan Way. I received no official notice about this rezoning proposal as I live outside of the one hundred meter contact zone. However, as I live only a block away I believe that it still affects me as well as my neighbors.

This rezoning proposal is located at a very precarious intersection. The Howard overpass, the Dougall off ramp and Tuscan Way merge into an extremely short strip of roadway. This particular section of road can be quite dangerous currently with vehicles jockeying for position. With the addition of the Rafco rezoning proposal and the increased traffic, it is my sincere belief that this particular intersection will become potentially hazardous. Left and right turns can be made onto Tuscan Way from Howard and the Dougall off ramp. The traffic from the Rafco proposal only have two options. They can get onto the 401 using Howard Place or they can access this hazardous merge from Tuscan Way. With the addition of forty vehicles at this location, it is my sincere belief that it is only a matter of time before there is a substantial accident at that merge. Not only at that merge but also the turn onto and off Tuscan Way.

I would like conclude that a traffic assessment must be done before approving the Rafco Property Trust Limited rezoning proposal. I would like to go on public record to say without a proper traffic assessment I truly believe that intersection will be fraught with accidents. Unfortunately, some may be potentially fatal.

Thank you for your time.

Sincerely,

Mark Poisson

From: Mark < >
Sent: January 3, 2025 5:47 PM
To: mayoro <mayoro@citywindsor.ca>; Francis, Fred <ffrancis@citywindsor.ca>; Morrison, Jim <jmorrison@citywindsor.ca>; Kaschak, Gary <gkaschak@citywindsor.ca>; Costante, Fabio <fcostante@citywindsor.ca>; McKenzie, Mark <mmckenzie@citywindsor.ca>; Mckenzie, Kieran <kmckenzie@citywindsor.ca>; Gignac, Jo-Anne (Councillor) <joagignac@citywindsor.ca>; Marignani, Angelo <amarignani@citywindsor.ca>; Agostino, Renaldo <ragostino@citywindsor.ca>; Sleiman, Ed <esleiman@citywindsor.ca>; planningdept <planningdept@citywindsor.ca>
Subject: Rafco Property Trust Ltd. rezoning proposal at Howard Avenue and Tuscan Way

To Mayor Dilkens and Windsor City Council,

I have additional traffic issues regarding the Rafco property Trust rezoning proposal at Howard Avenue and Tuscan Way.

I was driving on the Dougall off ramp/Howard overpass/Tuscan Way merge today. Less than thirty minutes ago. Due to a funeral procession and inclement weather that intersection or merge became far more dangerous.
Impatient drivers trying to pass the funeral procession and other drivers not heeding the slippery road conditions made that merge highly dangerous.

I believe with the addition of at least forty vehicles vying to exit and enter that proposed housing development via Tuscan Way that it is a disaster waiting to happen. There has to be a comprehensive traffic study done at that location before that proposal can be fully approved.

I would like it to be public record that without a viable traffic solution at that location the potential for vehicle fatalities is exponential.

Thank you once again for your time.

Sincerely,

Mark Poisson

THE CITY OF WINDSOR ONTARIO, CANADA

Committee Matters: SCM 12/2025

Subject: Zoning By-Law Amendment – Z036-24 (ZNG/7248) - Andi Shallvari – 552 Florence Avenue, Ward 7

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

Decision Number: **DHSC 686**

I. THAT Zoning By-law 8600 **BE AMENDED** by changing the zoning of PART LOTS 36 AND 37 PLAN 1094 RIVERSIDE, PART 1, 12R29488 and PART BLOCK B PLAN 1094 (PART ALLEY CLOSED BY R421154), PART 2, 12R29488 situated on the east side of Florence Avenue between Riverside Drive East and Wyandotte Street E, known municipally as 552 Florence Avenue, by adding a site-specific exception to Section 20(1) as follows:

522. EAST SIDE OF FLORENCE AVENUE, NORTH OF WYANDOTTE ST E

For the lands comprising of PART LOTS 36 AND 37 PLAN 1094 RIVERSIDE, PART 1, 12R29488 and PART BLOCK B PLAN 1094 (PART ALLEY CLOSED BY R421154), PART 2, 12R29488; one *Semi-detached Dwelling* is an additional permitted *main use*.

(ZDM 14)

Carried.

Report Number: S 170/2024
Clerk's File: Z/14891

Clerk's Note:

1. The recommendation of the Development & Heritage Standing Committee and Administration are the same.

2. Please refer to Item 7.2 from the Development & Heritage Standing Committee held on January 6, 2025.

3. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20250106/-1/10530

Subject: Zoning By-Law Amendment – Z036-24 (ZNG/7248) - Andi Shallvari – 552 Florence Avenue, Ward 7

Reference:

Date to Council: January 6, 2025
Author: Author: Diana Radulescu
Planner II – Development Review
T. (519) 255-6543 x 6918
E. dradulescu@citywindsor.ca
Planning & Building Services
Report Date: December 3, 2024
Clerk's File #: Z/14891

To: Mayor and Members of City Council

Recommendation:

I. THAT Zoning By-law 8600 **BE AMENDED** by changing the zoning of PART LOTS 36 AND 37 PLAN 1094 RIVERSIDE, PART 1, 12R29488 and PART BLOCK B PLAN 1094 (PART ALLEY CLOSED BY R421154), PART 2, 12R29488 situated on the east side of Florence Avenue between Riverside Drive East and Wyandotte Street E, known municipally as 552 Florence Avenue, by adding a site-specific exception to Section 20(1) as follows:

522. EAST SIDE OF FLORENCE AVENUE, NORTH OF WYANDOTTE ST E

For the lands comprising of PART LOTS 36 AND 37 PLAN 1094 RIVERSIDE, PART 1, 12R29488 and PART BLOCK B PLAN 1094 (PART ALLEY CLOSED BY R421154), PART 2, 12R29488; one *Semi-detached Dwelling* is an additional permitted *main use*.

(ZDM 14)

Executive Summary:

N/A

Background:

Application Information

Municipal Address: 552 Florence Avenue

Ward: 7 **Planning District:** East Riverside **Zoning District Map**: 14

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

Owner: Andi Shallvari

Submitted Materials: Attached to Report S 170/2024 as an Appendix:

Appendix A - Conceptual Site Plan
Appendix B - Conceptual Elevations
Appendix C - Conceptual Floor Plans
Appendix D - Planning Rationale Report
Appendix E – Site Photos
Appendix F – Consultation Comments

Proposal:

The applicant is requesting a rezoning to permit one new (two-storey) semi-detached dwelling as an additional permitted use within the current RD1.2 zone. Two parking spaces are proposed from Florence Avenue. No other relief from provisions of ZBL 8600 is requested. The applicant intends to sever in the future. The subject land is currently vacant.

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

Site Information

OFFICIAL PLAN	ZONING	CURRENT USE	PREVIOUS USE
Residential	Residential District 1.2 (RD1.2)	Vacant land	Vacant land
LOT FRONTAGE	**LOT DEPTH**	**LOT AREA**	**LOT SHAPE**
15.2 m	54.3 m	799.7 m^2	Rectangular
All measurements are provided by the applicant and are approximate.			

Figure 1: Key Map



KEY MAP - Z-036/24, ZNG/7248

SUBJECT LANDS

Figure 2: Neighbourhood Map



NEIGHBOURHOOD MAP - Z-036/24, ZNG/7248

SUBJECT LANDS

Neighbourhood:

Site images are provided in Appendix E.

The subject parcel is located within a primarily low profile residential neighbourhood, with a few neighbourhood commercial uses. There are swaths of vacant lands and parkland located to the north, southwest and further southeast.

To the north is Riverside Drive West and the Detroit River. The Calvary Baptist Church is located immediately to the north of the subject parcel.

There are several parks and recreational opportunities nearby including the Ganatchio trail system 290 m to the west, Sandpoint Beach and Ganatchio Park 360 m to the north, East End Park 310 m to the east and the Riverside Sportsmen Club 380 m to the east. The Little River Corridor is further southwest.

The nearest library is the Windsor Public Library's Riverside Branch 3.0 km to the west.

The Via Rail corridor is located approximately 2.1 km to the south.

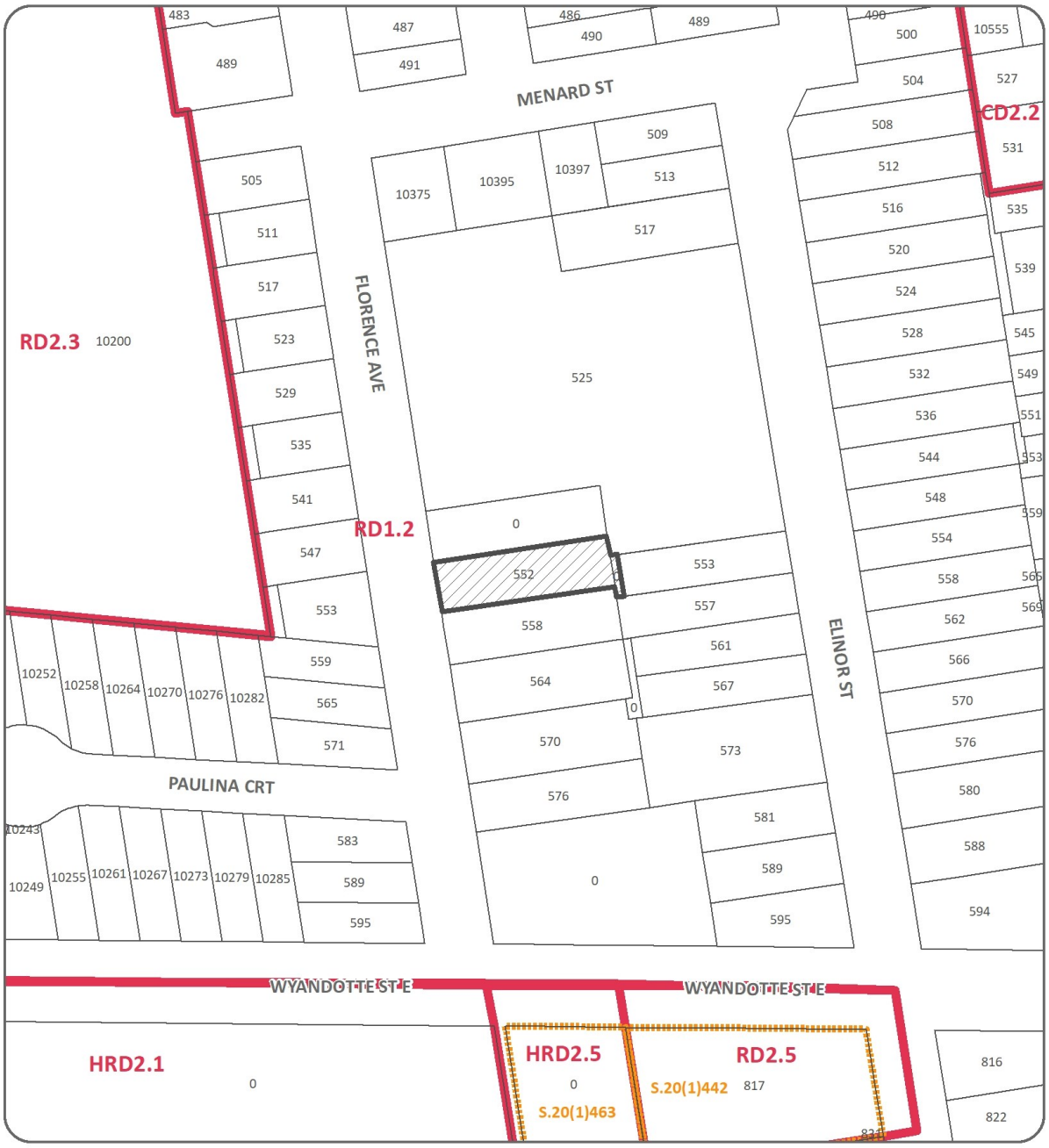
Florence Avenue is classified as a Class II Collector per *Schedule F: Roads and Bikeways* and has two travel lanes with curbs on both sides and sidewalks on the west side with on-street parking.

Active transportation infrastructure in the form of bikes lanes is available on both sides of Wyandotte Street East. The City of Windsor Active Transportation Master Plan identifies Florence Avenue as low priority on the "Sidewalk Improvements Required" map and Riverside Drive East as low priority on the "Proposed Bicycle Network" map.

Public transit is available via the Lauzon 10 route along Wyandotte Street East. This route has a peak weekday frequency of 35 minutes. The closest existing bus stop to this property is located at the northwest corner of Florence Avenue and Wyandotte Street East. This bus stop is approximately 180 metres from this property falling within Transit Windsor's walking distance guidelines of 400 metres to a bus stop. Transit Windsor's City Council-approved 2023 Service Plan has a new local route replacing the Lauzon 10 in this area that will travel along Florence Avenue. This will provide enhanced service through two-way conventional transit service in comparison to the existing one way loop. The bus stop on Wyandotte Street East will be relocated to the northeast corner at Florence Avenue, thereby reducing the walking distance to this property to approximately 130 metres. This new local route will have a peak weekday frequency of 25 minutes. This route is proposed to be implemented sometime in 2025. This is consistent with Transit Windsor's City Council-approved Transit Master Plan.

The site is serviced by a 250mm sanitary sewer and a 675mm storm sewer located within the Florence Avenue right-of-way.

Figure 3: Subject Parcel – Rezoning



PART OF ZONING DISTRICT MAP 14

N.T.S.

REQUESTED ZONING AMENDMENT

Applicant: Andi Shallvari

SUBJECT LANDS

PLANNING & BUILDING DEPARTMENT

DATE : OCTOBER, 2024
FILE NO. : Z-036/24, ZNG/7248

Discussion:

Planning Rationale Report (Pillon Abbs Inc. – October 15, 2024)

The Planning Rationale Report (PRR), attached as Appendix D to Report S 170/2024, notes that *"a 2 storey semi-detached dwelling will maintain the same max height as a single detached dwelling, which makes it very compatible with the neighbourhood."* and that *"the proposal represents a cost-effective development pattern that minimizes land consumption and servicing costs."* The PRR further notes that *"the proposal represents good planning as it addresses the need for the development of a parcel of land, which contributes to affordability and intensification requirements."*

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

Provincial Planning Statement (2024)

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

Policy 2.1.6 states that "*complete communities*" shall be supported by "*accommodating an appropriate range and mix of land uses, housing options, …and other uses to meet long-term needs*", "*improving accessibility for people of all ages and abilities*", and "*improving social equity and overall quality of life for people of all ages, abilities, and incomes*".

The proposed semi-detached dwelling will provide a form of housing that is appropriate in terms of the range and mix of the surrounding neighbourhood context. It represents an appropriate housing option that will meet long-term needs, and improves accessibility, social equity & overall quality of people of all ages, abilities, & incomes. The proposed amendment is consistent with Policy 2.1.6 of the PPS.

Policy 2.2 requires that an "*appropriate range and mix of housing options and densities*" be provided by "*permitting and facilitating…all housing options required to meet the social, health, economic and well-being requirements of current and future residents…and all types of residential intensification … development and introduction of new housing options within previously developed areas*". Densities should promote the efficient use of land and infrastructure and support the use of active transportation.

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

The proposed semi-detached dwelling represents a housing option that will meet the various requirements of current and future residents, is a type of residential intensification, and promotes the efficient use of land, resources, and infrastructure, and supports active transportation. Transit and active transportation are available and are planned to be enhanced in the future. The proposed amendment is consistent with Policy 2.2 and Policy 2.3.1.

Policy 2.9 requires that the impacts of a changing climate and reduction in greenhouse gas emissions shall be supported with compact, transit-supportive, and complete communities, consider stormwater management systems, and promote active transportation.

The proposed semi-detached dwelling is a residential infill and intensification project, thereby not requiring settlement area expansion. It is a compact development with access to existing and planned transit and active transportation and is located within an area that is serviced by municipal sewage and water services. The proposed amendment is consistent with Policy 2.9.

The proposed development of semi-detached dwelling represents an efficient development and land use pattern that will have no adverse impact on the financial well-being of the City of Windsor, land consumption and servicing costs, accommodates an appropriate range of residential uses, and optimizes existing investments in transit and infrastructure. There are no anticipated environmental or public health and safety concerns with the proposed use of land.

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

City of Windsor Official Plan

The subject property is located within the East Riverside Planning District in *Schedule A – Planning Districts & Policy Areas* of Volume I, but outside the boundary of the East Riverside Planning Area as per Chapter 2, Volume II of the Official Plan.

The subject parcel has a Residential land use designation in *Schedule D – Land Use Plan*. Section 6.3.2.1 stipulates that low profile and medium profile dwelling units are permitted within the Residential land use designation. The proposed development of a semi-detached dwelling is classified as a Low Profile development under Section 6.2.1.2 (a) and is compatible and complementary with the surrounding land uses (Section 6.3.2.5 (c)). The development is of a scale that is compatible with the profile and uses of the surrounding neighbourhood. No deficiencies in municipal physical and emergency services have been identified (Section 6.3.2.5 (e)). The proposed rezoning conforms to the policies in Sections 6.3.2 of the Official Plan.

The Official Plan has policies that encourage redevelopment and intensification. Objective 6.3.1.1 supports a complementary range of housing forms and tenures in all neighbourhoods. Objective 6.3.1.2 seeks to promote compact neighbourhoods and balanced transportation systems. Objective 6.3.1.3 seeks to promote selective residential redevelopment, infill and intensification initiatives. The proposed low profile semi-detached dwelling represents a complementary and compact form of housing, redevelopment, and intensification that is located near active and public transportation. The proposed rezoning satisfies the objectives set out in Section 6.3.1 of the Official Plan.

The subject property is located within a Shoreline and Floodprone area in *Schedule C-1: Development Constraint Areas*. Section 5.4.7.2 of the Official Plan outlines that

development within such areas may be permitted as long as coordination occurs with the Essex Region Conservation Authority (ERCA) on ensuring adequate flood-proofing measures and setbacks are incorporated into the development. ERCA has reviewed the proposed development and has noted no objections. The Applicant will be required to obtain a permit from ERCA prior to any construction or site alteration, which will satisfy the policy direction in Section 5.4.7.2. Additionally, Windsor Fire and Rescue Services have confirmed that it is possible to safely mitigate an emergency at the subject property should such a need arise.

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

Zoning By-Law 8600

The subject land is zoned Residential District 1.2 (RD1.2) which only permits an existing semi-detached dwelling (along with other permitted main uses). The applicant is requesting a rezoning to permit one new semi-detached dwelling as an additional permitted use.

The Applicant's request for a change in zoning with site-specific provisions is supported in principle. Section 5.1.3 of the Planning Rationale Report (Appendix D) outlines that the proposed development complies with all other applicable zoning provisions. Planning and Development Services is of the opinion that there are no adverse impacts as a result of the proposed development.

Site Plan Control

The proposed semi-detached dwelling is not subject to Site Plan Control.

Risk Analysis:

N/A

Climate Change Risks

Climate Change Mitigation:

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

Climate Change Adaptation:

The new building may be affected by climate change, in particular with respect to extreme precipitation and an increase in days above 30 degrees. While not the subject of this report, any new construction would be required to meet the current provisions of the Building Code, which would be implemented through the building permit process. The proposed development of a low-profile semi-detached dwelling provides an

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

Financial Matters:

N/A

Consultations:

A virtual Open House was held on August 27, 2024. Notification of this meeting was distributed to residents and property owners within 200m of the subject site. In addition to the Applicant, applicant representatives, Ward Councillor and City Staff, 1 resident attended the open house. Details of the Open House are summarized in Section 3.2 of the PRR (Appendix D).

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

Conclusion:

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

The proposed amendment permits a semi-detached dwelling with two units which is compatible with existing uses in the surrounding neighbourhood. The proposed development represents an incremental increase in density and provides an opportunity for residential intensification, while also supporting a complementary form of housing located near multimodal transportation options.

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

Planning Act Matters:

Diana Radulescu

Planner II – Development Review

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

Greg Atkinson, MCIP, RPP — *Neil Robertson, MCIP, RPP*

Deputy City Planner - Development — City Planner

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

JP JM

Approvals:

Name	Title
Greg Atkinson	Deputy City Planner - Development
Neil Robertson	City Planner
Aaron Farough	Senior Legal Counsel
John Revell acting for Jelena Payne	Commissioner of Economic Development
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email
Andi Shallvari		
Pillon Abbs Inc. Attn: Tracey Pillon-Abbs		
Councillor Angelo Marignani (Ward 7)		
Property owners and tenants within 200 m of the subject lands		

Appendices:

Appendix A - Conceptual Site Plan
Appendix B - Conceptual Elevations
Appendix C - Conceptual Floor Plans
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552 Florence Ave.

Semi-Detached

Part of Lots 36 & 37 Florence Ave., Windsor, ON, N8P 1R7

ARCHITECTURAL SHEETS

A001	COVER SHEET
A100	FLOOR PLAN
A101	ELEVATIONS

ARCHITECTURAL LEGEND

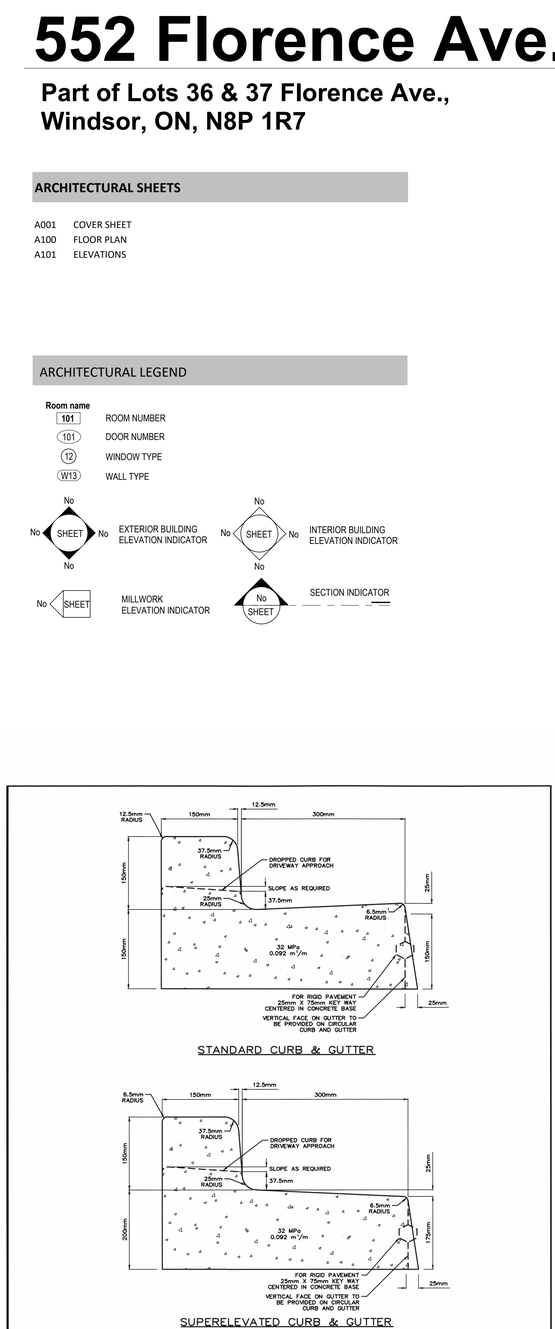
Room name
101 ROOM NUMBER
101 DOOR NUMBER
12 WINDOW TYPE
W13 WALL TYPE

No / No SHEET No / No — EXTERIOR BUILDING ELEVATION INDICATOR

No / No SHEET No / No — INTERIOR BUILDING ELEVATION INDICATOR

No SHEET — MILLWORK ELEVATION INDICATOR

No SHEET — SECTION INDICATOR



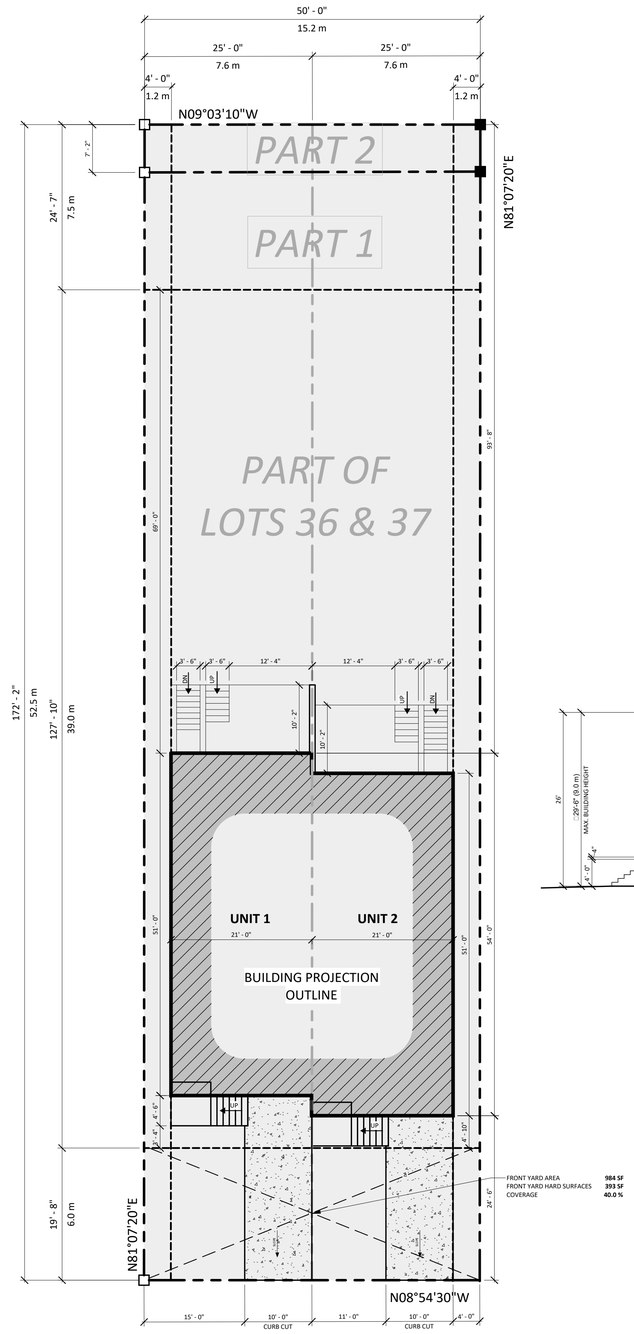
GENERAL NOTES:

1. FILLER MATERIAL SHALL BE 12–20mm THICK PIECE OF FULL DEPTH AND WIDTH OF JOINT MEETING OPSS 1308 (EXCLUDING CORK FILLER)
2. MAXIMUM SPACING OF JOINTS:
   3m ON CIRCULAR SECTION WITH RADIUS LESS THAN 9m; 4.9m ELSEWHERE.
3. CONTRACTION JOINTS FOR ASPHALT SURFACES TO BE SPACED 5m AND COINCIDE WITH THE CONTRACTION JOINTS FOR CONCRETE PAVEMENTS.
4. CROSS FALL OF GUTTER SHALL CONFORM TO PAVEMENT CROSS FALL AT CATCH BASIN.
5. ALL WORK SHALL CONFORM TO CITY OF WINDSOR SPEC. S-5

CITY OF WINDSOR
ENGINEERING DEPARTMENT

STANDARD & SUPERELEVATED CURB & GUTTER FOR RESIDENTIAL ROADS

DR'N BY: E.T. , P.R.	DATE: MARCH 2017
REVISION: FEBRUARY 2018	CK'KD BY: M.C.
CH'KD BY: P.C.	PASSED BY: M.C.
CITY ENGINEER	AS–208



FRONT YARD AREA 984 SF
FRONT YARD HARD SURFACES 393 SF
COVERAGE 40.0 %

FLORENCE AVE.

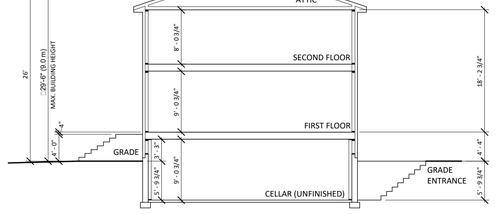
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3/32" = 1'-0"

SITE PLAN DRAWING LEGEND

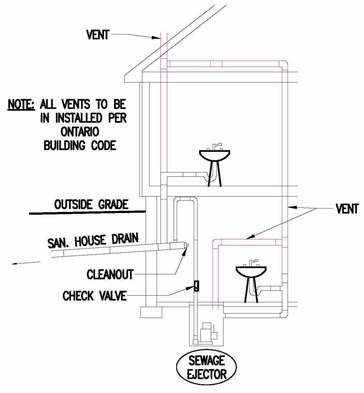
- PROPERTY BOUNDARY LINE
- BUILDING SETBACK LINE
- CHAINLINK FENCE
- W — DOMESTIC WATER SERVICE
- S — STORM SERVICE
- SAN — SANITARY SERVICE
- NEW CONCRETE
- NEW ASPHALT
- H.P. — HYDRO POLE



CONCEPTUAL BUILDING MASSING
FINAL BUILDING FORM MAY DEVIATE SLIGHTLY



CONCEPTUAL BUILDING HEIGHT



INSTALL SANITARY SEWER EJECTOR IN ALL BASEMENTS

SANITARY EJECTOR PUMP SYSTEM OPTION

SITEPLAN MATRIX:

PROPOSED ZONING: RD2.1

	REQUIRED	PROVIDED
1. LOT WIDTH:	49'-3" **(15.0 m)**	50'-0" **(15.2 m)**
2. LOT DEPTH:	-	172'-2" **(52.5 m)**
3. LOT AREA:	4843.8 sq.ft. **(450.0 sm)**	8,608 sq.ft. **(799.7 sm)**
4. BUILDING AREA:	-	2,142 sq.ft. **(199.0 sm)**
5. LOT COVERAGE:	45%	24.9%
6. MAIN BUILDING HEIGHT:	29'-6" **(9.0 m)**	26'-8" **(8.1 m)**
7. FRONT YARD DEPTH:	19'-8" **(6.0 m)**	24'-6" **(7.5 m)**
8. REAR YARD DEPTH:	24'-7" **(7.5 m)**	93'-8" **(28.5 m)**
9. SIDE YARD WIDTH:	3'-11" **(1.2 m)**	3'-11" **(1.2 m)**
10. GROSS FLOOR AREA:	4,306 sq.ft. **(400 sm)**	4,284 sq.ft. **(398.0 sm)**

SITEPLAN NOTES:

1. SITE INFORMATION & EXISTING OUTLINES SHOWN FOR REFEREENCE ONLY. PROPERTY LINES ARE APPROXIMATED BASED ON GOOGLE AERIAL IMAGERY.
2. CONTRACTOR RESPONSIBLE FOR CONFIRMING ALL SITE DIMENSIONS & DATUMS, PROVIDING UP TO DATE SURVEY, AND LOCATING ALL UNDERGROUND UTILITES PRIOR TO COMENCEMENT OF WORK.
3. NEW CONCRETE DRIVEWAYS & CURB CUTS TO BE AS PER TYPICAL CITY OF WINDSOR STANDARDS, REFER TO DETAILS.

JL
JL Design
306-209-3039
info@johnplucente.com
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MASOTTI CONSTRUCTION INC.
519-737-6929
masotti@masotticonstruction.com

John Pasqualino Lucente
FIRM BCIN: 109257

Issued For:

Description	Date
Review 1	31may24
Review 2	04jun24
Review 3	09jun24

Revision No.:

No.	Description	Date

COVER SHEET

552 Florence Ave.
Semi-Detached

Part of Lots 36 & 37 Florence Ave.,
Windsor, ON, N8P 1R7

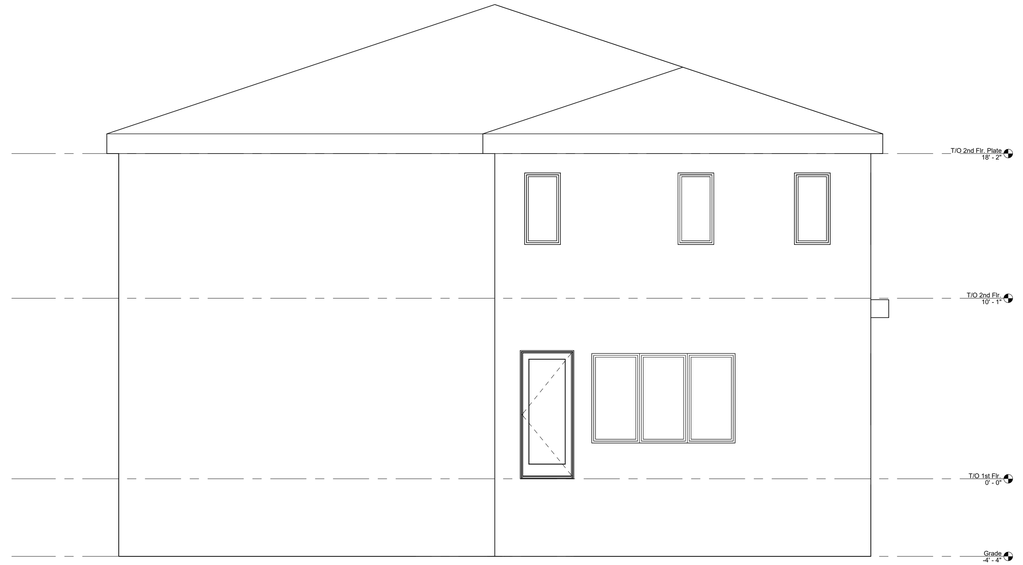
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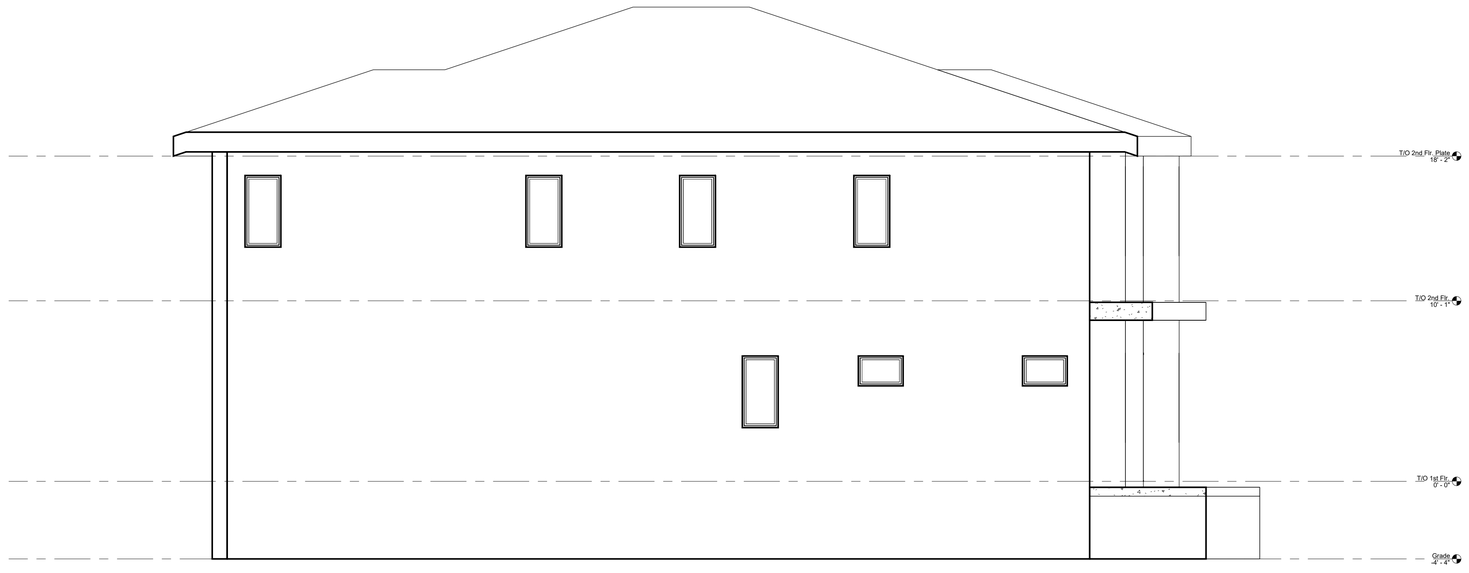
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1 Elevation 1 - a
1/4" = 1'-0"



2 Elevation 1 - d
1/4" = 1'-0"



3 Elevation 2 - a
1/4" = 1'-0"

GENERAL NOTE:
BUILDING ELEVATIONS SHOWN ARE OF A CONCEPTUAL BUILDING FORM AND MAY DEVIATE FROM FINAL APPLICATION.

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Issued For:

Description	Date
Review 1	31may24
Review 3	09jun24

Revision No.:

No.	Description	Date
1	Revision Front Yard hardscape coverage & building form.	25mar24

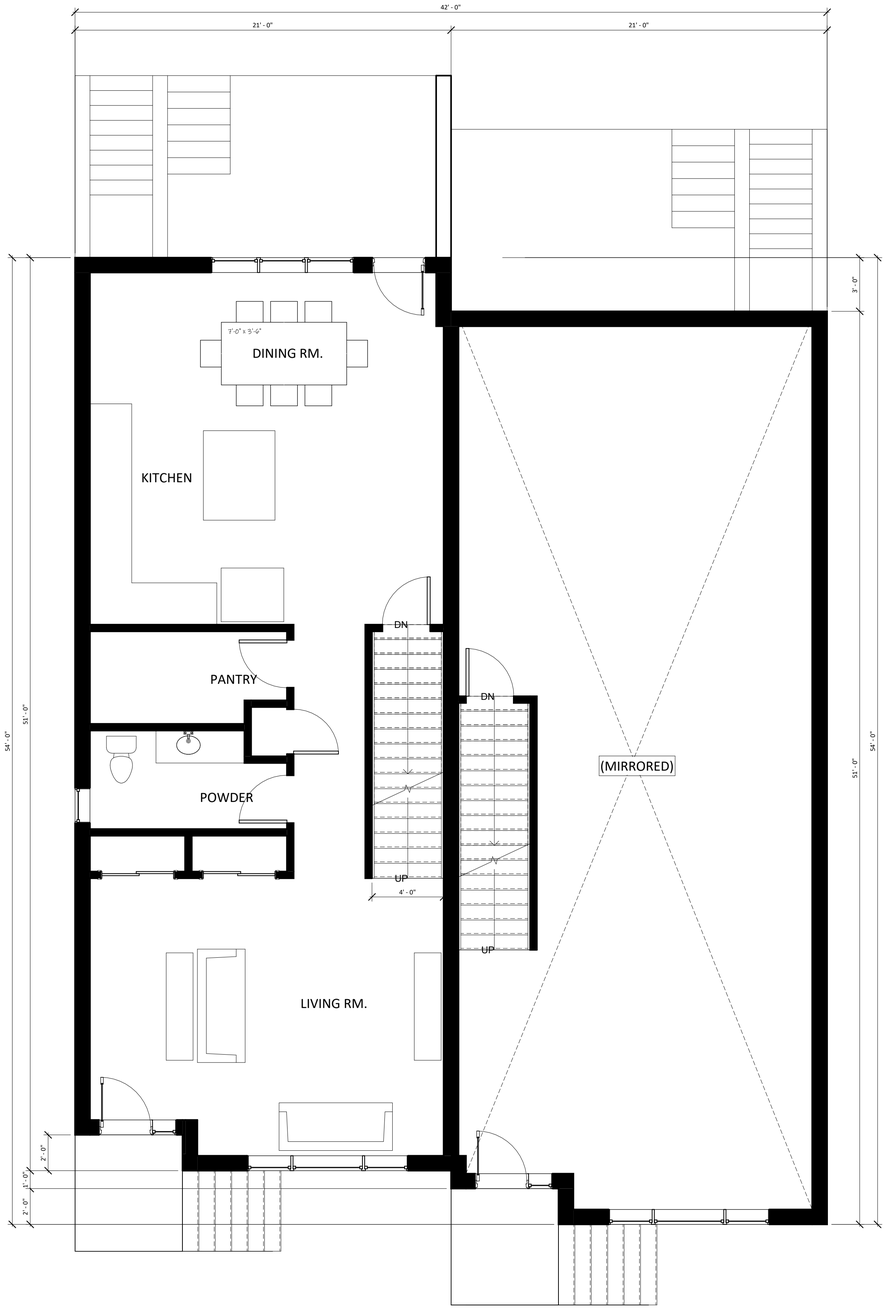
ELEVATIONS

552 Florence Ave.
Semi-Detached

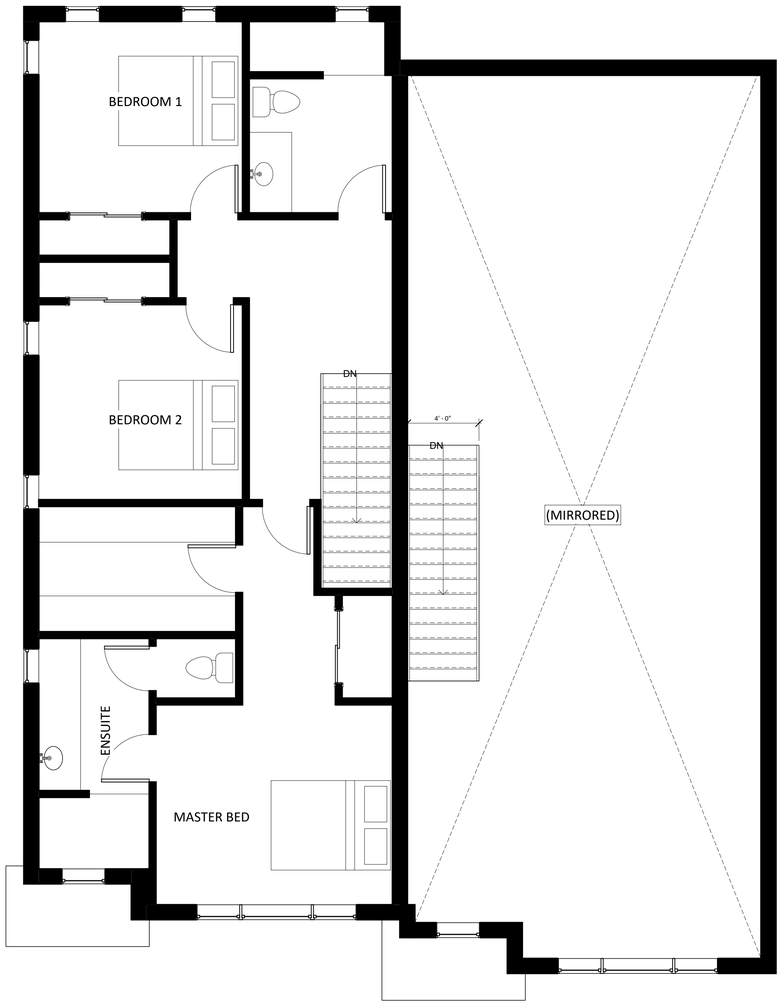
Part of Lots 36 & 37 Florence Ave.,
Windsor, ON, N8P 1R7

Project number: 2410
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Checked by: Checker
Sheet: A101
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1 T/O 1st Flr.
1/4" = 1'-0"



2 T/O 2nd Flr.
1/4" = 1'-0"

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FIRM BCIN: 109257

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Description	Date
Review 1	31may24
Review 3	09jun24

Revision No.:

No.	Description	Date
1	Revision Front Yard hardscape coverage & building form.	25mar24

FLOOR PLAN

552 Florence Ave.
Semi-Detached

Part of Lots 36 & 37 Florence Ave.,
Windsor, ON, N8P 1R7

Project number: 2410
Drawn by: Author
Checked by: Checker
Sheet: A100
Scale: 1/4" = 1'-0"

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PLANNING RATIONALE REPORT (SCOPED)

ZONING BY-LAW AMENDMENT

PROPOSED RESIDENTIAL DEVELOPMENT

552 Florence Avenue

City of Windsor, Ontario

October 15, 2024

Prepared by:

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

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1.0 INTRODUCTION

I have been retained by Andi Shallvari (herein the "Applicant") to provide a scoped land use Planning Rationale Report (PRR) in support of a proposed development to be located at 552 Florence Avenue (herein the "Site") in the City of Windsor, Province of Ontario.

The Site, in Ward 7 (Riverside Planning District), is made up of one (1) interior parcel of land, which is currently vacant.

The Site is located on the east side of Florence Avenue, north of Wyandotte Street East and south of Menard Street.

It is proposed to construct one (1) new two (2) storey semi-detached dwelling. A total of two (2) residential units are proposed. No Additional Dwelling Units (ADUs) are proposed.

The tenure of each unit will be individually owned.

Parking will be provided in the front yard on private driveways. No garages are proposed.

The Site has access to full municipality services.

The Site is a large lot (799.7 m2) and has a lot coverage proposed, which is low (24.9 %).

The proposed development provides for a new affordable housing choice in an existing neighbourhood.

Infilling an existing built-up area of the City contributes toward the goal of 'live, work and play' where citizens share a strong sense of belonging and a collective pride of place.

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

Once the ZBA application has been approved, the Applicant will proceed with a building permit and a severance in order to sever the units along the common wall.

Pre-consultation (stage 1) was completed by the Applicant (City File #PC-069/24). Comments dated July 17, 2024, were received and have been incorporated into this scoped PRR.

Pre-submission (stage 2) was completed by the Applicant (City File #PC-014/24). Comments dated October 8, 2024, were received and have been incorporated into this scoped PRR.

The purpose of this report is to review the relevant land use documents, including the Provincial Planning Statement 2024 (PPS), the City of Windsor Official Plan (OP), and the City of Windsor Zoning By-law (ZBL).

This scoped PRR will show that the proposed development is suitable, consistent with the PPS, conforms to the intent and purpose of the OP and ZBL, and represents good planning.

2.0 SITE AND SURROUNDING LAND USES

2.1 Legal Description and Ownership

The Site is made up of one (1) interior parcel of land, which is currently vacant.

The Site was created by severance in 2023.

The Site is located on the east side of Florence Avenue, north of Wyandotte Street East and south of Menard Street (see the area in yellow on Figure 1 – Site Location).

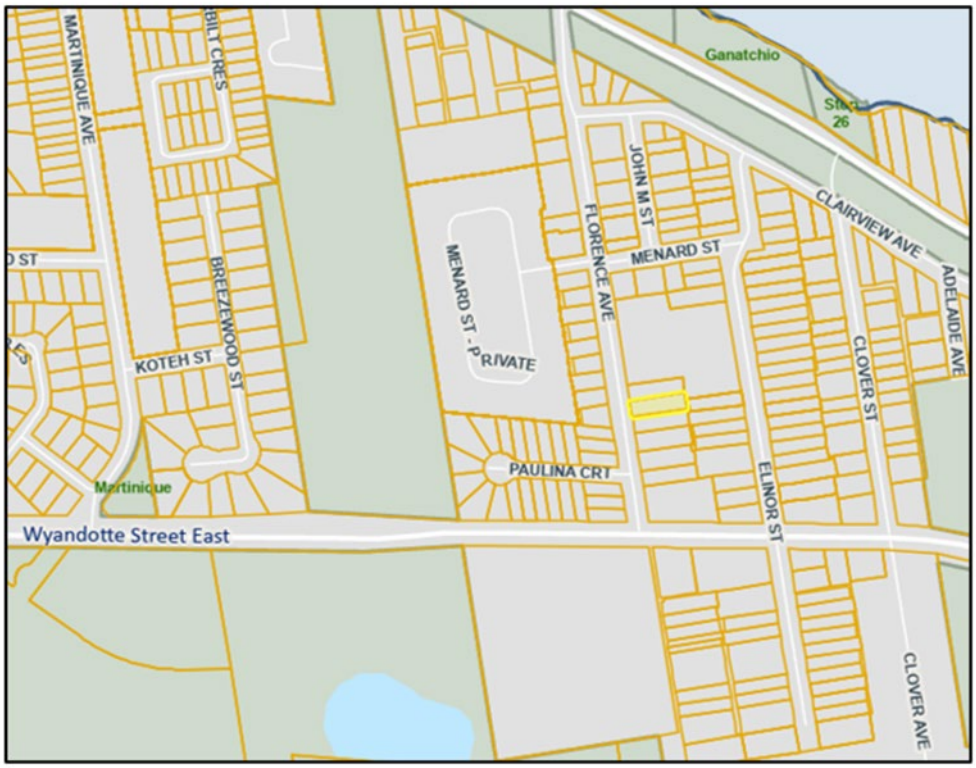


Figure 1 – Site Location (Source: Windsor GIS)

The Site is part of the Riverside Planning District and is located in the City of Windsor Ward 7.

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

Address	Legal Description	PIN	ARN	Owner	Purchased Date
552 Florence Avenue	PARTS LOTS 36 AND 37 PLAN 1094 RIVERSIDE, PART 1, 12R29488; CITY OFWINDSOR	01588-0419 (LT)	060-450-11408	Green Smart Apartments Inc.	2024

2.2 Physical Features of the Site

2.2.1 Size and Site Dimension

The Site, subject to the proposed development, consists of a total area of 799.7 m2, with 15.2 m along Florence Avenue and a depth of 52.5 m.

2.2.2 Existing Structures and Previous Use

The Site is currently vacant.

The previous use is unknown.

2.2.3 Vegetation

The property currently has a mown lawn and privately owned trees.

2.2.4 Topography and Drainage

The Site is generally level, and it is within the Essex Region Conservation Authority (ERCA) regulated area.

2.2.5 Other Physical Features

Fencing is located along a portion of the Site.

There is a Canada Post community box in front of the property as well as a drainage pump 1.52 m from the Site on the north corner.

There is an alley at the rear of the Site that is included.

2.2.6 Municipal Services

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

Florence Avenue is a Class 2 Collector Road.

The Site has access to transit, active transportation and major roadways.

2.2.7 Nearby Amenities

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

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

2.3 Surrounding Land Uses

Overall, the Site is in an existing built-up area with residential uses.

Lot area and lot frontages in the area vary in size.

The following is a summary of the abutting land uses:

Direction	Abutting Land Use
North	Residential/Vacant
South	Residential/Vacant
East	Residential/Place of Worship
West	Residential

3.0 PROPOSAL AND CONSULTATION

3.1 Development Proposal

The Site is currently vacant.

It is proposed to develop the Site for residential purposes.

It is proposed to construct one (1) new two (2) storey semi-detached dwelling. A total of two (2) residential units are proposed.

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

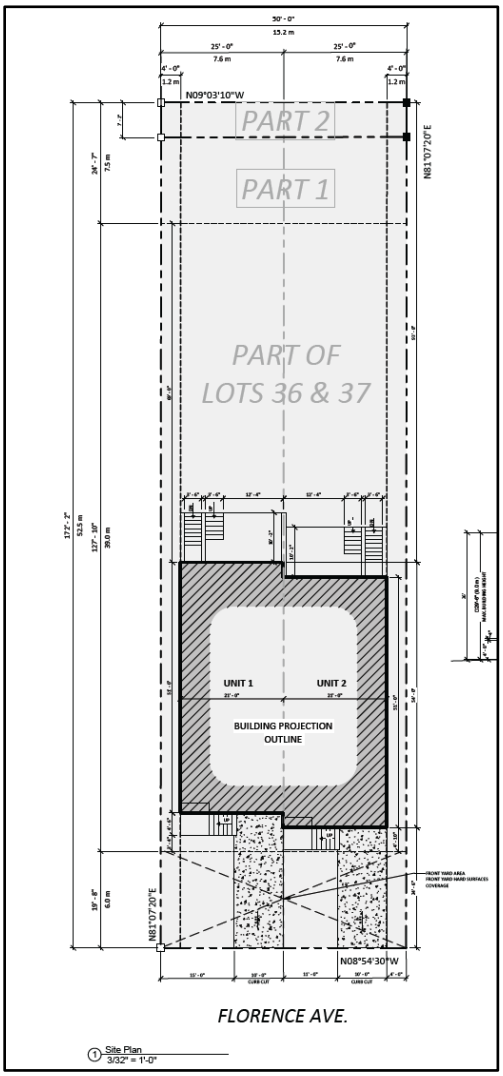


Figure 2a –Concept Plan

The Concept Plan is preliminary in order to illustrate how the Site can be developed.

The building area of the proposed dwelling will occupy a total of 199.0 m2 of the Site, which represents a lot coverage of 24.9 %.

The proposed height is 8.1 m.

The tenure of each unit will be individually owned (units to be severed along the common wall).

Conceptual elevations of the proposed dwelling have been prepared (see Figure 2b – Elevations).

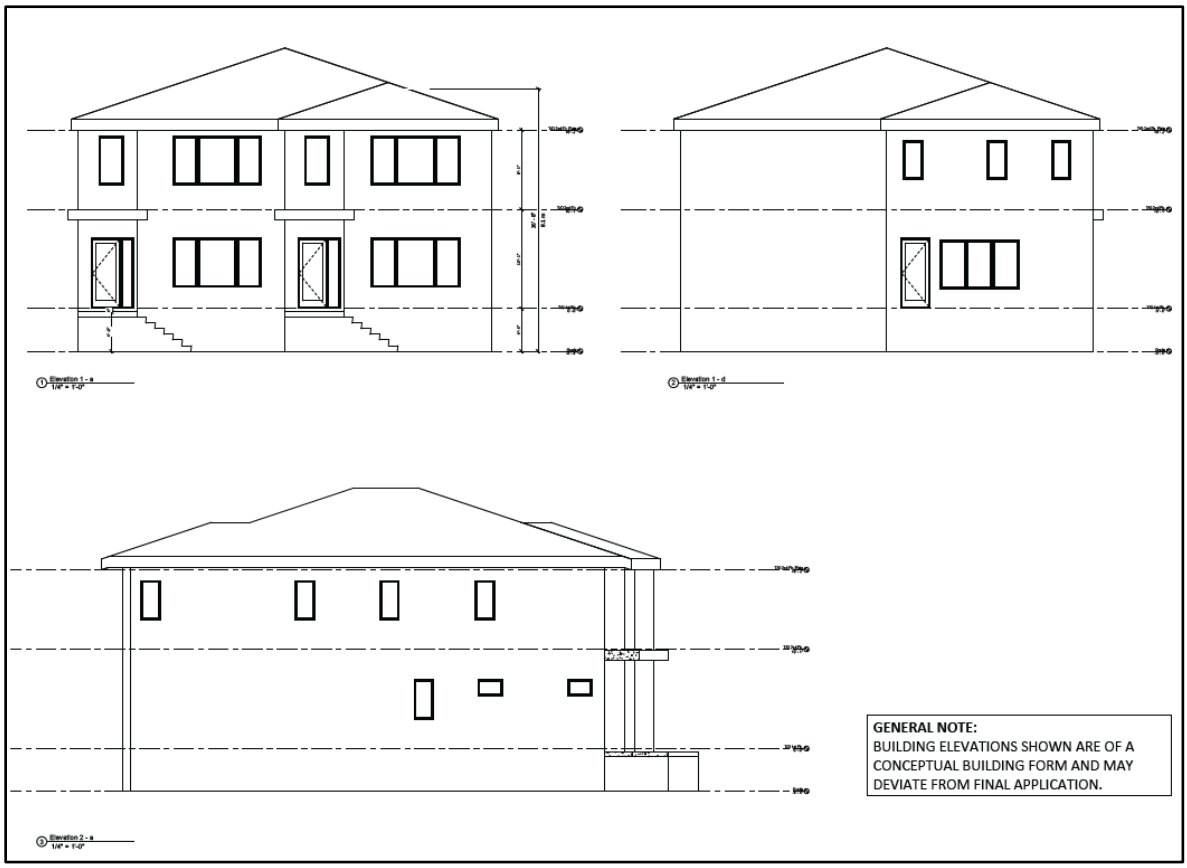


Figure 2b – Conceptual Elevations

The conceptual elevations are preliminary in order to illustrate how the Site can be developed.

The proposed dwelling will face Florence Avenue.

There are no ADUs proposed.

Access to the proposed building will be from the front of the dwelling. There is a covered front porch proposed.

It is proposed that each unit will have 3 bedrooms. There is an unfinished basement.

Accessibility of units will be addressed at the time of the building permit.

Landscaping and amenity space will be provided.

Paved sidewalks are proposed.

Paved parking will be provided in the front yard on private driveways. No garages are proposed.

The refuse (garbage and recycling) will be located in the individual units.

The Site will be serviced with full municipality services (sewer, water and storm).

3.2 Public Consultation Strategy

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

As part of a public consultation strategy, in addition to the statutory public meeting, an informal electronic public open house was held with area residents and property owners on Tuesday, August 27, 2024, from 6:00 pm to 7:00 pm.

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

A total of 210 owners and tenants were notified, which represents a 200 m radius from the Site.

In addition to the Applicant, applicant representatives, Ward Councillor and City Staff, 1 resident was registered and attended the open house.

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

Topic Item	Comments and Questions	Response
Notice	How many people were notified, and did it include Florence Ave.	210 notices were sent and included homes along Florence Ave.
Flooding	Flooding is an issue. How can we ensure this development does not cause any more issues? Can weeping tiles be expanded?	A lot grading plan will be required as part of the building permit. There is a pump in front of the Site. The Site must maintain its own stormwater. Lot coverage is low, leaving a lot of green space for drainage.

Topic Item	Comments and Questions	Response
AirBnB	There is an AirBnB next door. How do we prevent this development from becoming one as well?	The City regulates AirBnB through licensing. It is not intended to have an Airbnb. The focus of this development is for families.
Density & Height	The density and height do seem to be appropriate.	As of right (without a ZBA), 3 rental units could be built, and only 2 units are proposed. Three storeys could be built as well. The focus of this development is to support home ownership.
Parking	Parking is an issue in the area. Will there be a driveway? How many cars can park? Consider moving the building back in order to provide more parking.	Yes, driveways are proposed. The ZBL regulates parking, and 2 are required and proposed. Garages may be included in the final design. The location of the building can be moved as part of the final design.
Traffic	Parking is an issue in the area. This impacts children's safety. There is congestion and accidents. Weekends are busy due to the nearby beach.	A TIS was not warranted.
Basement	Will there be egress into the basements?	None at this time. ERCA permits are required and will determine if basements are permitted.
Size	What is the size of the units and number of bedrooms?	398.0 m2 GFA 3 bedrooms
Severance	Is a severance required?	Yes, along the common wall, after the building permit is issued and construction has commenced.

Topic Item	Comments and Questions	Response
Roadway	Are there curbs and sidewalks?	Yes, curbs. No, sidewalks.
Price	What is the target price for each unit?	$650,000 per unit. The applicant is seeking funding to help make the units as affordable as possible.

4.0 APPLICATION AND STUDIES

Pre-consultation (stage 1) was completed by the Applicant (City File #PC-069/24). Comments dated July 17, 2024, were received and have been incorporated into this scoped PRR.

Pre-submission (stage 2) was completed by the Applicant (City File #PC-014/24). Comments dated October 8, 2024, were received and have been incorporated into this scoped PRR.

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

4.1 Zoning By-law Amendment

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

The current zoning of the Site, subject to development, is the Residential District 1.2 (RD1.2) category, as shown on Map 14 of the City of Windsor Zoning By-law #8600.

It is proposed to further amend the zoning to Residential District 1.2 (RD1.2 - S.20(1)(XXX)) category to permit one (1) new semi-detached dwelling as an additional permitted use.

No relief from zoning regulations is required.

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

4.2 Other Application

Once the ZBA application has been approved, the Applicant will proceed with a building permit and a severance in order to sever the units along the common wall.

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

4.3 Supporting Studies

No support studies were required as part of the ZBA submission.

5.0 PLANNING ANALYSIS

5.1 Policy and Regulatory Overview

5.1.1 Provincial Planning Statement

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

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

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

PPS Policy #	Policy	Response
Chapter 1 - Vision	Ontario will increase the supply and mix of housing options, addressing the full range of housing affordability needs. Every community will build homes that respond to changing market needs and local demand. Providing a sufficient supply with the necessary mix of housing options will support a diverse and growing population and workforce, now and for many years to come.	The proposed development provides more housing.
Chapter 2.1.4 – Buildings Homes, Sustaining Strong and Competitive Communities	To provide for an appropriate range and mix of housing options and densities required to meet projected requirements of current and future residents of the regional market area, planning authorities shall: a) maintain at all times the ability to accommodate residential growth for a minimum of 15 years through	The proposed development will help provide for a mix of housing options and densities to meet the needs of the City. Full municipal services are available.

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

PPS Policy #	Policy	Response
	housing that is affordable to low and moderate income households, and coordinating land use planning and planning for housing with Service Managers to address the full range of housing options including affordable housing needs; b) permitting and facilitating: 1. all housing options required to meet the social, health, economic and well being requirements of current and future residents, including additional needs housing and needs arising from demographic changes and employment opportunities; and 2. all types of residential intensification, including the development and redevelopment of underutilized commercial and institutional sites (e.g., shopping malls and plazas) for residential use, development and introduction of new housing options within previously developed areas, and redevelopment, which results in a net increase in residential units in accordance with policy 2.3.1.3; c) promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation; and d) requiring transit-supportive development and prioritizing intensification, including	Site is located near local amenities. The Site offers an opportunity for intensification and infilling. The proposed density is appropriate for the Site. Residents will have access to nearby transit.

PPS Policy #	Policy	Response
	potential air rights development, in proximity to transit, including corridors and stations.	
2.3.1.1 – Settlement Area	Settlement areas shall be the focus of growth and development. Within settlement areas, growth should be focused in, where applicable, strategic growth areas, including major transit station areas.	The Site is located in an existing settlement area of the City of Windsor.
2.3.1.2	Land use patterns within settlement areas should be based on densities and a mix of land uses which: a) efficiently use land and resources; b) optimize existing and planned infrastructure and public service facilities; c) support active transportation; d) are transit-supportive, as appropriate.	The Site offers an opportunity for intensification. The total density of the proposed development is considered appropriate. The design and style of the proposed building will blend well with the scale and massing of the existing surrounding area. The proposed development is an efficient use of the Site. Residents will have immediate access to local amenities. Transit and active transportation are available in the area. The Site is located close to major roadways.
2.3.1.3	Planning authorities shall support general intensification and redevelopment to support the achievement of complete communities, including by planning for a range and mix of	The proposed development provides an infill opportunity for a vacant parcel of land. The Site was always intended for development.

PPS Policy #	Policy	Response
	housing options and prioritizing planning and investment in the necessary infrastructure and public service facilities.	The design of the proposed development has provided a compact form.
2.3.1.4	Planning authorities shall establish and implement minimum targets for intensification and redevelopment within built-up areas, based on local conditions.	The City has established targets. The proposed development will assist in meeting those targets as the Site is located in an existing built-up area and will add new residential housing.
2.3.1.6	Planning authorities should establish and implement phasing policies, where appropriate, to ensure that development within designated growth areas is orderly and aligns with the timely provision of the infrastructure and public service facilities.	The Site has access to existing infrastructure and nearby public service facilities.
Chapter 3.1.1 – Infrastructure and Facilities	Infrastructure and public service facilities shall be provided in an efficient manner while accommodating projected needs.	The proposed development has access to full municipal services. There are nearby public service facilities.
3.3.3 - Transportation	Planning authorities shall not permit development in planned corridors that could preclude or negatively affect the use of the corridor for the purpose(s) for which it was identified.	The proposed development will not have a negative impact on nearby transportation and infrastructure corridors.
3.6.2	Municipal sewage services and municipal water services are the preferred form of servicing for settlement areas to support protection of the	The proposed development will be serviced by municipal sewer, water and storm, which is the preferred form of

PPS Policy #	Policy	Response
	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.	servicing for settlement areas.
4.1.1 – Natural Heritage	Natural features and areas shall be protected for the long term.	There are no natural heritage features that impact the Site.
4.2 - Water	Planning authorities shall protect, improve or restore the quality and quantity of water by: b) minimizing potential negative impacts, including cross-jurisdictional and cross-watershed impacts;	The Site is within the ERCA regulated area. Permits will be obtained.
Chapter 5.1.1 – Protecting Public Health and Safety	Development shall be directed away from areas of natural or human-made hazards where there is an unacceptable risk to public health or safety or of property damage, and not create new or aggravate existing hazards.	There are no natural or human-made hazards that apply to this Site. There is no risk to the public.

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

5.1.2 Official Plan

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

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

The Site is part of the Riverside Planning District on Schedule A: Planning Districts & Policy Areas of the OP.

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

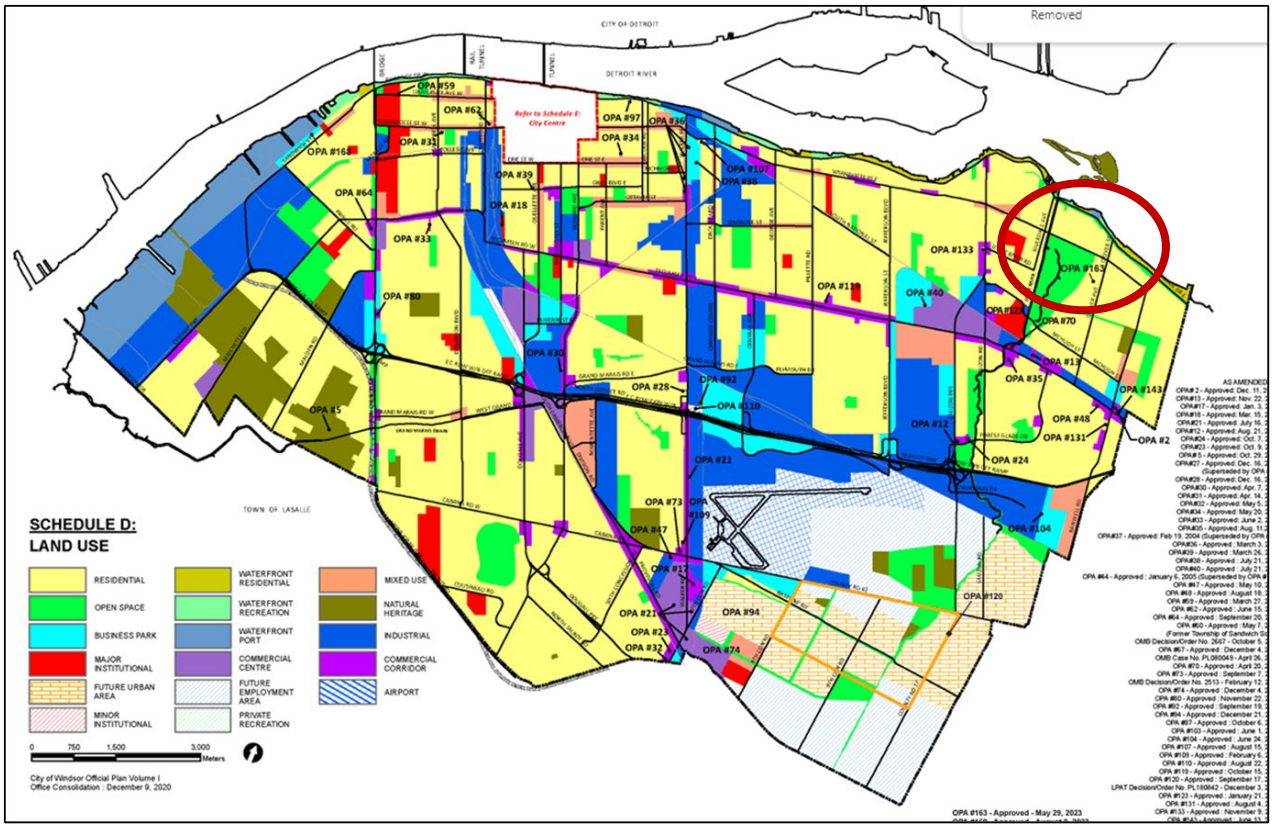


Figure 3 – OP

The Site is also subject to the following:

- Schedule B: Greenway System – located north of a proposed recreationway (Wyandotte Street West)
- Schedule C-1: Development Constraint Areas: Archaeological Potential – Designated within "Low Archaeological Potential" and located within a Shoreline and Floodprone Area 1 (as well as the 1 in 100 Year Floodline)
- Schedule F: Roads & Bikeways – Located on a Class II Collector Road (Florence Avenue)

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

OP Policy #	Policy	Response
3.2.1.2 – Development Strategy	Encouraging a range of housing types will ensure that people have an opportunity to live in their neighbourhoods as they pass through the various stages of their lives.	The proposed residential development supports one of the City's overall development strategies of providing for a range of housing types.
4.0 – Healthy Community	The implementing healthy community policies are interwoven throughout the remainder of the Plan, particularly within the Environment, Land Use, Infrastructure and Urban Design chapters, to ensure their consideration and application as a part of the planning process.	The proposed development will support the City's goal of promoting a healthy community in order to live, work, and play. The proposed development is close to nearby transit, employment, shopping, local amenities, and parks.
5.4.6.4 – Development Criteria (Floodplain)	Council may permit development in a **floodplain** in recognized flood fringe areas outside of the floodway, including behind flood control dykes (so as to address the matter of the potential failure of protective works) provided: (a) sufficient information accompanies the application to show that the proposed development and its occupants will be protected from the effects of a Regulatory Flood; (b) the potential upstream and downstream impacts of the development proposal will not significantly affect the hydrology or hydraulics of the floodplain; (c) and that adequate floodproofing measures, determined in consultation with the Essex Region Conservation	The Site is subject to ERCA regulations. Permits will be obtained if required.

OP Policy #	Policy	Response
	Authority, are incorporated in the development.	
6.0 - Preamble	A healthy and livable city is one in which people can enjoy a vibrant economy and a sustainable healthy environment in safe, caring and diverse neighbourhoods. In order to ensure that Windsor is such a city, Council will manage development through an approach which balances environmental, social and economic considerations.	The proposed development supports the policy set out in the OP as it is suited for addressing the City's residential needs. Existing semi-detached dwellings are a permitted use. A new semi-detached dwelling is proposed.
6.1 - Goals	In keeping with the Strategic Directions, Council's land use goals are to achieve: 6.1.1 Safe, caring and diverse neighbourhoods. 6.1.3 Housing suited to the needs of Windsor's residents. 6.1.10 Pedestrian oriented clusters of residential, commercial, employment and institutional uses.	The proposed development supports the goals set out in the OP. The proposed residential use will provide a new housing choice in an existing neighbourhood. The proposed semi-detached dwelling is suited for the needs of future residents. The Site is pedestrian friendly and close to nearby amenities and major roadways.
6.2.1.2 - General Policies, Type of Development Profile	For the purpose of this Plan, Development Profile refers to the height of a building or structure. Accordingly, the following Development Profiles apply to all land use designations on Schedule D: Land Use unless specifically provided elsewhere in this Plan: (**a) Low Profile developments are buildings or structures generally no greater than three (3)**	The proposed development is considered low profile.

OP Policy #	Policy	Response
	storeys in height; (b) Medium Profile developments are buildings or structures generally no greater than six (6) storeys in height; and (c) High Profile developments are buildings or structures generally no greater than fourteen (14) storeys in height.	
6.3.1.1 - Residential	To support a complementary range of housing forms and tenures in all neighbourhoods.	The proposed semi-detached will complement the existing neighbour.
6.3.1.2	To promote compact neighbourhoods which encourage a balanced transportation system.	The proposed development is close to major roadways.
6.3.1.3	To promote residential redevelopment, infill and intensification initiatives in locations in accordance with this plan.	The proposed development will provide for infilling and intensification.
6.3.2.1 – Permitted Uses	Uses permitted in the Residential land use designation identified on Schedule D: Land Use include **Low Profile,** and Medium Profile dwelling units. High Profile Residential Buildings shall be directed to locate in the City Centre, Mixed Use Centres and Mixed Use Corridors.	The proposed development is considered low profile. As of right, a total of 3 residential dwelling units are permitted on any urban parcel of land. It is proposed to request a total of 2 units (1 on each lot), which is less than allowed. A 2 storey semi-detached dwelling will maintain the same max height as a single detached dwelling, which makes it very compatible with the neighbourhood.
6.3.2.3 – Types of Low Profile Housing	For the purposes of this Plan, Low Profile housing development is further classified as follows: (a) small scale forms: single detached, **semi-detached**, duplex and row and	Semi-detached dwellings, which are considered small-scale, are permitted.

OP Policy #	Policy	Response
	multiplexes with up to 8 units; and (b) large scale forms: buildings with more than 8 units.	
6.3.2.4 – Locational Criteria	Residential intensification shall be directed to the Mixed Use Nodes and areas in proximity to those Nodes. Within these areas Medium Profile buildings, up to four (4) storeys in height shall be permitted. These taller buildings shall be designed to provide a transition in height and massing from low-profile areas. **New residential development and intensification shall be located where:** (a) There is access to a collector or arterial road; (b) Full municipal physical services can be provided; (c) Adequate community services and open spaces are available or are planned; and (d) Public transportation service can be provided.	The Site is close to major roadways, has access to full municipal services, is close to nearby amenities and is close to transit.
6.3.2.5 – Evaluation Criteria (existing neighbourhood)	At the time of submission, the proponent shall demonstrate to the satisfaction of the Municipality that a proposed residential development within an area having a Neighbourhood development pattern is: (a) feasible having regard to the other provisions of this Plan, provincial legislation, policies and appropriate guidelines and support studies for uses: (i) within or adjacent to any area identified on Schedule C: Development Constraint Areas and described in the	This scoped PRR has evaluated the PPS in Section 5.1.1. There are no constraint areas that impact the Site. There are no adjacent nuisances. There is no known contamination. Traffic generation is not anticipated to have any significant impact.

OP Policy #	Policy	Response
	Environment chapter of this Plan; (ii) adjacent to sources of nuisance, such as noise, odour, vibration and dust; (iii) within a site of potential or known contamination; (iv) where traffic generation and distribution is a provincial or municipal concern; and (v) adjacent to heritage resources. (b) in keeping with the goals, objectives and policies of any secondary plan or guideline plan affecting the surrounding area; (c) In existing neighbourhoods, compatible with the surrounding area in terms of scale, massing, height, siting, orientation, setbacks, parking and amenity areas. In Mature Neighbourhoods as shown on Schedule A-1, compatible with the surrounding area, as noted above, and consistent with the streetscape, architectural style and materials, landscape character and setback between the buildings and streets; (d) provided with adequate off street parking; (e) capable of being provided with full municipal physical services and emergency services; and (f) Facilitation a gradual transition from Low Profile residential development to Medium and/or High Profile development and vice versa, where appropriate, in accordance with Design Guidelines approved by Council.	There are no heritage resources on or near the Site. There are no secondary plans that impact the Site. The proposed development is compatible with the existing neighbourhood. **Existing** semi-detached dwellings are a permitted use. A **new** semi-detached dwelling is proposed. No relief from the RD1.2 is being requested. The Site is a large lot (799.7 m2), and the lot coverage proposed is low (24.9 %). The proposed building height will be similar to a single detached dwelling in height, massing and scale. The massing of the development has been carefully designed to emulate the scale of the existing structures and the surrounding context. The building will be oriented to face Benard Rd, similar to the existing built environment. Lot area and lot frontages in the area vary in size. The Site is capable of accommodating the proposed development in terms of scale, massing, height, and siting.

OP Policy #	Policy	Response
		The Site is not in a mature neighbourhood, as shown on Schedule A-1. Off-street parking is provided. On-street parking is also available. Amenity areas and landscaping will be provided. Full municipal and emergency services are available. No transition between uses is required as part of the building design.
7.0 - Infrastructure	The provision of proper infrastructure provides a safe, healthy and efficient living environment. In order to accommodate transportation and physical service needs in Windsor, Council is committed to ensuring that infrastructure is provided in a sustainable, orderly and coordinated fashion.	The proposed development is close to nearby transit, off a major roadway, and has access to full municipal services.

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

5.1.3 Zoning By-law

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

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

According to Map 14 attached to the ZBL the Site is currently zoned Residential District 1.2 (RD1.2) category (see Figure 4 – ZBL).



Figure 4 – ZBL

It is proposed to further amend the zoning to Residential District 1.2 (RD1.2 - S.20(1)(XXX)) category to permit one (1) new semi-detached dwelling as an additional permitted use.

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

A review of the RD1.2 zone provisions, as set out in Section 10.2.5 (Provisions) of the ZBL is as follows:

Zone Regulations (10.2.5)	**Required RD1.2 Zone (Semi-Detached Dwelling)**	**Proposed**	**Compliance and/or Relief Requested with Justification**
Permitted Uses	Existing Duplex Dwelling **Existing Semi-Detached** Dwelling One Single	one (1) new semi-detached dwelling	Subject to the ZBA.

Zone Regulations (10.2.5)	Required RD1.2 Zone (Semi-Detached Dwelling)	Proposed	Compliance and/or Relief Requested with Justification
	Unit Dwelling Any use accessory to the preceding uses		The proposed development is compatible with the existing neighbourhood. No transition between uses is required in the building design. The proposed building height will comply.
Lot Width – minimum	15.0 m	15.2 m	Complies
Lot Area – minimum	450.0 m2	799.7 m2	Complies
Lot Coverage – maximum	45.0%	24.9 % (based on building area of 199.0 m2)	Complies
Main Building Height - maximum	9.0 m	8.1 m	Complies
Front Yard Depth – minimum	6.0 m	7.5 m	Complies
Rear Yard Depth – minimum	7.50 m	28.5 m	Complies
Side Yard Width – minimum	1.20 m	North side – 1.20 m South side – 1.20 m	Complies
Gross Floor Area – main building – maximum	400 m2	398.0 m2 (w/unfinished basement)	Complies
Parking Requirements - minimum 24.20.5.1	Semi-detached dwelling - 1 for each dwelling unit **Total required = 2**	2 parking spaces (no garages) (private driveways for each unit are	Complies

Zone Regulations (10.2.5)	Required RD1.2 Zone (Semi-Detached Dwelling)	Proposed	Compliance and/or Relief Requested with Justification
		proposed, access from Florence Ave.)	

Therefore, the proposed development will comply with all zone provisions set out in the RD1.2 Zone and no site-specific relief is required.

6.0 SUMMARY AND CONCLUSION

6.1 Context and Site Suitability Summary

6.1.1 Site Suitability

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

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

6.1.2 Compatibility of Design

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

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

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

Parking, amenity areas, and landscaping will be provided.

6.1.3 Good Planning

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

Existing semi-detached dwellings are a permitted use. A new semi-detached dwelling is proposed.

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

The Site is a large lot (799.7 m2), and the lot coverage proposed is low (24.9 %).

As of right, a total of 3 residential dwelling units are permitted on any urban parcel of land. It is proposed to request a total of 2 units (1 on each lot), which is less than allowed.

A 2 storey semi-detached dwelling will maintain the same max height as a single detached dwelling, which makes it very compatible with the neighbourhood.

6.1.4 Environment Impacts

The proposal does not have any negative impact on the natural environment.

6.1.5 Municipal Services Impacts

There will be no negative impacts on the municipal system as the proposed use will not add to the capacity in a significant way.

6.1.6 Social, Cultural, and Economic Conditions

The proposed development does not negatively affect the social environment as the Site is in close proximity to major transportation corridors and nearby amenities.

Infilling an existing built-up area of the City contributes toward the goal of 'live, work and play' where citizens share a strong sense of belonging and a collective pride of place.

The proposed development promotes efficient development and land use patterns that sustain the financial well-being of the City.

The proposal does not cause any public health and safety concerns.

The proposal represents a cost-effective development pattern that minimizes land consumption and servicing costs.

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

There are no cultural heritage resources that impact the Site.

6.2 Conclusion

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

This scoped PRR has shown that the proposed development is consistent with the PPS, conforms with the intent and purpose of the OP and ZBL and represents good planning.

The report components for this scoped PRR have set out the following, as required under the City of Windsor OP:

10.2.13.2 Where a Planning Rationale Report is required, such a study should:

(a) Include a description of the proposal and the approvals required;

(b) Describe the Site's previous development approval history;

(c) Describe major physical features or attributes of the Site including current land uses(s) and surrounding land uses, built form and contextual considerations;

(d) Describe whether the proposal is consistent with the provincial policy statements issued under the Planning Act;

(e) Describe the way in which relevant Official Plan policies will be addressed, including both general policies and site-specific land use designations and policies;

(f) Describe whether the proposal addresses the Community Strategic Plan;

(g) Describe the Suitability of the Site and indicate reasons why the proposal is appropriate for this Site and will function well to meet the needs of the intended future users;

(h) Provide an analysis of the compatibility of the design and massing of the proposed developments and land use designations;

(i) Provide an analysis and opinion as to why the proposal represents good planning, including the details of any methods that are used to mitigate potential negative impacts;

(j) Describe the impact on the natural environment;

(k) Describe the impact on municipal services;

(l) Describe how the proposal will affect the social and/or economic conditions using demographic information and current trends; and,

(m) Describe areas of compliance and non-compliance with the Zoning By-law.

Planner's Certificate:

I hereby certify that this report was prepared by Tracey Pillon-Abbs, a Registered Professional Planner, within the meaning of the Ontario Professional Planners Institute Act, 1994.

Tracey Pillon-Abbs, RPP
Principal Planner



APPENDIX E– SITE PHOTOS



View of subject land (552 Florence Avenue)



Aerial view of subject land



View of Florence Avenue (looking north)



View of Florence Avenue (looking south).

APPENDIX F – CONSULTATION COMMENTS

ENBRIDGE – SANDRO AVERSA

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

Please Note:

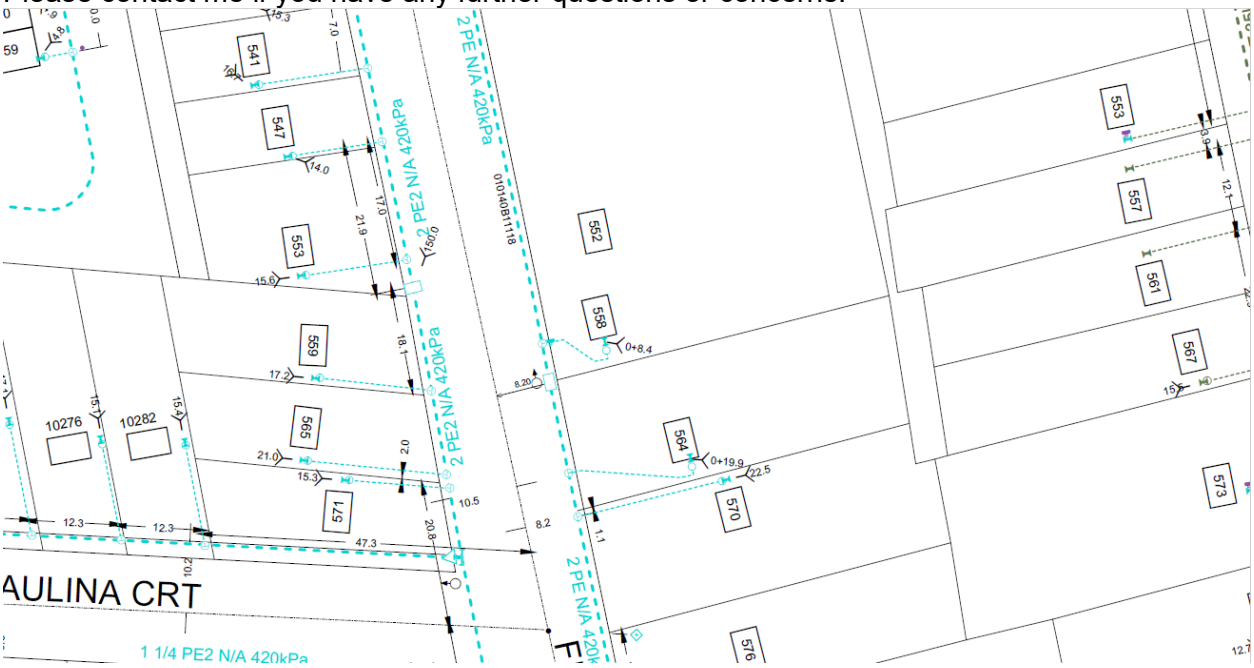
1. **The shown piping locations are approximate and for information purposes only**
2. **The drawings are not to scale**
3. **This drawing does not replace field locates. Please contact Ontario One Call for onsite locates prior to excavating, digging, etc**

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

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

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

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



TRANSIT WINDSOR – JASON SCOTT

Transit Windsor has no objections to this development. The closest existing transit route to this property is with the Lauzon 10. This route has a peak weekday frequency of 35 minutes. The closest existing bus stop to this property is located on Wyandotte at Florence Northwest Corner. This bus stop is approximately 180 metres from this property falling within Transit Windsor's walking distance guidelines of 400 metres to a bus stop. Transit Windsor's City Council approved 2023 Service Plan has a new local route replacing the Lauzon 10 in this area. This roue will provide direct service along Florence and will be an enhancement as it will provide two way conventional transit service versus the existing one way loop. The bus stop on Wyandotte will be relocated to the Northeast Corner reducing the walking distance to this property to approximately 130 metres. This new local route will have a peak weekday frequency of 25 minutes. This route is proposed to be implemented sometime in 2025. This is consistent with Transit Windsor's City Council approved Transit Master Plan.

ZONING COORDINATOR

- Current Zoning Designation: Residential District 1.2
-
- Proposed Zoning Designation: Residential District 1.2

- Existing Use [as per historical Building Permit(s) / Planning Act Applications(s)]:
  - Vacant lot

- Proposed Use:
  - Residential Development: Semi-Detached Dwelling

- Section 5 – General Provisions:
  - [COMPLY]

- Section [10.2] – [Residential District 1.2]:
  - [10.2.1] Permitted Uses
    - One Single Unit Dwelling (Required)
    - One Semi-Detached Dwelling (Proposed)

- Section 20 – Site Specific Zoning Exemptions:
  - [NOT APPLICABLE]

- Section 24 – Parking, Loading, and Stacking Provisions:
  - [COMPLY]

- Section 25 – Parking Area Regulations:
  - [NOT APPLICABLE]
- Section 95 – Holding Zone Provisions:
  - [NOT APPLICABLE]

ERCA – ALICIA GOOD

The City of Windsor has received Applicant for Zoning By-Law Amendment Z-036-24 [ZNG-7248] for the above noted subject property.

The applicant is proposing to rezone the subject property to permit one new (two-storey) semi-detached dwelling as an additional permitted use within the current RD1.2 zone. Two parking spaces are proposed from Florence Avenue. No other relief from the provisions of ZBL 8600 is requested. The applicant intends to sever the property in the future. The subject land is currently vacant. The development as proposed is not subject to Site Plan Control.

The following is provided as a result of our review of Zoning By-Law Amendment Z-036-24 [ZNG-7248].

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

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

The above noted lands are subject to our Regulation under the *Conservation Authorities Act* (Ontario Regulation No. 41/24). The parcel falls within the regulated area of the Detroit River and Lake St. Clair. The property owner will be required to obtain a Permit from the Essex Region Conservation Authority prior to any construction or site alteration or other activities affected by Section 28 of the *Conservation Authorities Act*, and all hazard land requirements for development must be satisfied.

We note that the low lying nature of the roadway may result in excess water over the road during a 1:100 year flood event. The City of Windsor must confirm, through applicable emergency services (i.e. fire, police, etc.), that they have the ability to safely access this area during a 1:100 year flood event, in order to fulfill the municipality's responsibilities under Section 5.2.8 of the Provincial Planning Statement 2024.

FINAL RECOMMENDATION

Our office has **no objection** to Z-036-24 [ZNG-7248]. As noted above, The property owner will be required to obtain a Permit from the Essex Region Conservation Authority prior to any construction or site alteration or other activities affected by Section 28 of the *Conservation Authorities Act*, and all hazard land requirements for development must be satisfied.

Additionally, the City of Windsor must confirm, through applicable emergency services (i.e. fire, police, etc.), that they have the ability to safely access this area during a 1:100 year flood event, in order to fulfill the municipality's responsibilities under Section 5.2.8 of the Provincial Planning Statement 2024.

If you have any questions or require any additional information, please contact the undersigned.

TRANSPORTATION PLANNING – ELARA MEHRILOU

- The Official Plan classifies Florence Ave as a Class II Collector Road with a required right-of-way width of 20.1 metres per Schedule X of the Official Plan. The current right-of-way width is sufficient; therefore, no conveyance is required.
- Sidewalks are required on both sides of Class II Collector Roads, therefore, a sidewalk contribution per Engineering Right-of-Way requirements is required for a sidewalk along the property fronting Florence Ave.

· All parking must comply with ZBL 8600, otherwise a Parking Study is required.

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

DEVELOPMENT ENGINEERING – ROB PERISSINOTTI

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

Sewers

The site may be serviced by a 250mm sanitary sewer and a 675mm storm sewer located within the Florence Avenue right-of-way. If possible existing connections should be utilized. Any redundant connections shall be abandoned in accordance with the City of Windsor Engineering Best Practice B.P 1.3.3.

The level of service for the sewer system in this neighborhood is not expected to experience any significant degradation as a result of this development.

Right-of-Way

Florence Avenue is classified as Class 2 Collector Road according to the Official Plan requiring a right-of-way width of 20.1 m; the current right-of-way is 20.1 m, therefore no conveyance is required at this time.

Please note that Canada Post community mailboxes are in front of the subject site. The mailboxes will need to be relocated in coordination with Canada Post and at the owner's expense.

In summary we have no objection to the proposed development.

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

ENWIN

HYDRO ENGINEERING: Nillavon Balachandran

No objection.

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

WATER ENGINEERING: Bruce Ogg

ENWIN Water has no objections.

FORESTRY – YEMI ADEYEYE

There were a few city owned trees growing in the fence line on the Florence side of the property. The trees in question grew from wild exhibiting poor form and have no significant value.

There is one mature privately owned Silver maple tree located on the middle of this proposed development.
The owner/developer is requested to provide a detailed tree inventory for all live trees over 10cm DBH on the lot, both city and privately owned. The inventory should identify ownership and provide sub-meter accuracy GPS location, species, diameter (DBH) and condition for each tree. For trees in proximity to a roadway, less than 10m, GPS location should be taken on the nearest road-side of the tree. Indication should be made for each tree if it is to be preserved & protected or removed during development. A qualified, Arborist, Urban Forester or Landscape Architect should conduct the tree survey.
Forestry will require detailed site plans prior to construction that shows adequate Tree Root protection zones for each individual tree if they are to be preserved on-site through the development process. Details regarding the protection area required and type of fencing for Tree Root protection zones can be provided by Forestry.
If the trees are NOT to be preserved through the development process, and a request is made that specific trees be removed, the Removal & Canopy Replacement cost will be calculated based on a Diameter-for-Diameter replacement ratio for both City owned and Private trees.
Forestry requests the opportunity to review landscaping plans in order to provide comment and suggestion that would maximize future on-site Tree Canopy and Tree Canopy Resilience.
Please let us know if you have any further questions regarding Tree Protection and Replacement issues. Forestry will continue to monitor the progress of this construction work.

NATURAL AREAS – KAREN ALEXANDER

- the proposed property is within the Source Water Protection Zone 3, and Regulated area. ERCA consult is required.
- if trees are removed, no harming active bird nests.

LANDSCAPE ARCHITECTURE & URBAN DESIGN – HODA KAMELI

There are no comments from Landscape Architecture or Urban Design regarding the rezoning of this property.

RIGHT-OF-WAY – MARK SCHAFFHAUSER

Required Drawing Revisions:

1.**Driveway Approaches** – Complete site plant drawing to show driveway approach, curbs, and road

- o Modify as per Standard Engineering Drawing AS-221 or AS-222.
- o Identify any vertical objects / obstructions within the Right-of-Way
- o One driveway approach is permitted per property, unless severed, see Engineering Best Practice BP2.2.1

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.

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

Right-of-Way Permit Requirements

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

1. Residential Property
    a. Asphalt in accordance with City of Windsor Standard Drawing AS-221; or
    b. Concrete in accordance with City of Windsor Standard Drawing AS-222

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

Sewer Connections – The site is serviced by a 250mm sanitary sewer and a 675mm storm sewer located within the Florence Ave right-of-way. All existing and proposed storm, sanitary and water services must be identified on the drawings, as well as the associated mainline sewers/water mains.

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

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

HERITAGE PLANNING – TRACY TANG

Planner III – Heritage (Acting), ttang@citywindsor.ca or 519-255-6543 x6179.

There is no apparent built heritage concern with this property, and it is not located within an Archaeological Potential Zone (APZ). Nevertheless, the Applicant should be notified of the following archaeological precaution.

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

Contacts:
Windsor Planning & Building Department:
519-255-6543 x6179, ttang@citywindsor.ca, planningdept@citywindsor.ca
Windsor Manager of Culture and Events (A):
Michelle Staadegaard, (O) 519-253-2300x2726, (C) 519-816-0711, mstaadegaard@citywindsor.ca
Ontario Ministry of Citizenship and Multiculturalism

Archaeology Programs Unit, 1-416-212-8886, Archaeology@ontario.ca
Windsor Police: 911
Ontario Ministry of Government & Consumer Services
A/Registrar of Burial Sites, War Graves, Abandoned Cemeteries and Cemetery Closures, 1-416-212-7499, Crystal.Forrest@ontario.ca

THE CITY OF WINDSOR ONTARIO, CANADA

Committee Matters: SCM 13/2025

Subject: Zoning By-law Amendment Application for 2275 Wellesley Avenue, Z-026/24 [ZNG-7229], Ward 4

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

Decision Number: **DHSC 687**

I. THAT Zoning By-law 8600 **BE AMENDED** by changing the zoning for the lands located on the northwest corner of Vimy Avenue and Wellesley Avenue, described as Block D, Plan 1119 (PIN No. 01323-0299 LT), from Institutional District 1.1 (ID1.1) Site Specific Provision 20(1)257, to Residential District 2.3 (RD2.3), subject to additional regulations:

520. NORTHWEST CORNER OF VIMY AVENUE AND WELLESLEY AVENUE

(1) For the lands comprising of Block D, Plan 1119, PIN No. 01323-0299 LT, the following additional provisions shall apply:

1. Notwithstanding Subsection .1 of Section 24.28.1.3, the total area of the required front yard occupied by a hard surface for the purpose of a walkway, driveway, access area or a parking space or any combination thereof for a lot having a width of 9.0 metres or greater shall not exceed 78%.
2. Notwithstanding Subsection .2 of Table 25.5.20.1, the minimum separation for a parking area from a street shall be 1.20 metres, subject to the following provisions:
    a) 1.20-metre-high ornamental screening fence shall span the length of the separation, save and except that portion within 0.30 metres of an access area.
    b) Notwithstanding provision a), for that portion of the ornamental screening fence located within the visibility triangle, as defined under Section 4.3 of Fence By-law 170-2012, the height shall be 0.90 metres.

3. 1.20-metre-high ornamental screening fence shall span the length of any parking area separations from the west interior lot line.
4. 1.20-metre-high ornamental screening fence shall span the length of the north limit of a parking area, east of the existing building.
[ZDM 7; ZNG/7229]

Carried.

Report Number: S 171/2024
Clerk's File: Z/14892

Clerk's Note:

1. The recommendation of the Development & Heritage Standing Committee and Administration are the same.

2. Please refer to Item 7.3 from the Development & Heritage Standing Committee held on January 6, 2025.

3. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20250106/-1/10530

Subject: Zoning By-law Amendment Application for 2275 Wellesley Avenue, Z-026/24 [ZNG-7229], Ward 4

Reference:

Date to Council: January 6, 2025
Author: Brian Nagata, MCIP, RPP
Planner II - Development Review
(519) 255-6543 ext. 6181

Planning & Building Services
Report Date: December 9, 2024
Clerk's File #: Z/14892

To: Mayor and Members of City Council

Recommendation:

I. THAT Zoning By-law 8600 **BE AMENDED** by changing the zoning for the lands located on the northwest corner of Vimy Avenue and Wellesley Avenue, described as Block D, Plan 1119 (PIN No. 01323-0299 LT), from Institutional District 1.1 (ID1.1) Site Specific Provision 20(1)257, to Residential District 2.3 (RD2.3), subject to additional regulations:

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2. Notwithstanding Subsection .2 of Table 25.5.20.1, the minimum separation for a parking area from a street shall be 1.20 metres, subject to the following provisions:

   a) 1.20-metre-high ornamental screening fence shall span the length of the separation, save and except that portion within 0.30 metres of an access area.
   b) Notwithstanding provision a), for that portion of the ornamental screening fence located within the visibility triangle, as defined under Section 4.3 of Fence By-law 170-2012, the height shall be

0.90 metres.

3. 1.20-metre-high ornamental screening fence shall span the length of any parking area separations from the west interior lot line.

4. 1.20-metre-high ornamental screening fence shall span the length of the north limit of a parking area, east of the existing building.

[ZDM 7; ZNG/7229]

Executive Summary:

N/A

Background:

Application Information:

Location:	2275 Wellesley Avenue (Block D, Plan 1119; Roll No. 020-300-12800; PIN No. 01323-0299 LT)
Ward:	4
Planning District:	South Walkerville
Zoning District Map:	7
Owner:	1740945 Ontario Corporation c/o Alta Nota (Mariusz Buchcic)
Applicant:	Same as Owner
Authorized Agent:	Jackie Lassaline (Lassaline Planning Consultants)

Proposal:

The applicant is requesting an amendment to Zoning By-law 8600 to change the zoning for the lands located on the northwest corner of Vimy Avenue and Wellesley Avenue, known municipally as 2275 Wellesley Avenue (the subject property), from Institutional District 1.1 (ID1.1) Site Specific Provision 20(1)257, to Residential District 2.3 (RD2.3) to allow interior and exterior alterations to a vacant institutional building [formerly Saint Charles Separate School (1960-1980)] for the purpose of establishing an eight (8) unit Townhome Dwelling on the subject property.

The applicant is also requesting a site-specific zoning provision to establish the following additional provisions to allow the conversion of the former Saint Charles Separate School asphalt playground to a parking area:

1. Permit a parking space, visitor parking space or accessible parking space in a required front yard.

    a. The submitted Conceptual Plans do not show any parking spaces in the required front yard.

2. Allow 100% of the required front yard to be occupied by a hard surface for the purpose of a walkway, driveway, access area or a parking space or any combination thereof.
3. Minimum parking area separations from a street and an interior lot line not apply.

Submitted Information: Conceptual Plans (See Appendix A), Deed, Planning Rationale Report (See Appendix G), and Zoning By-law Amendment Application Form

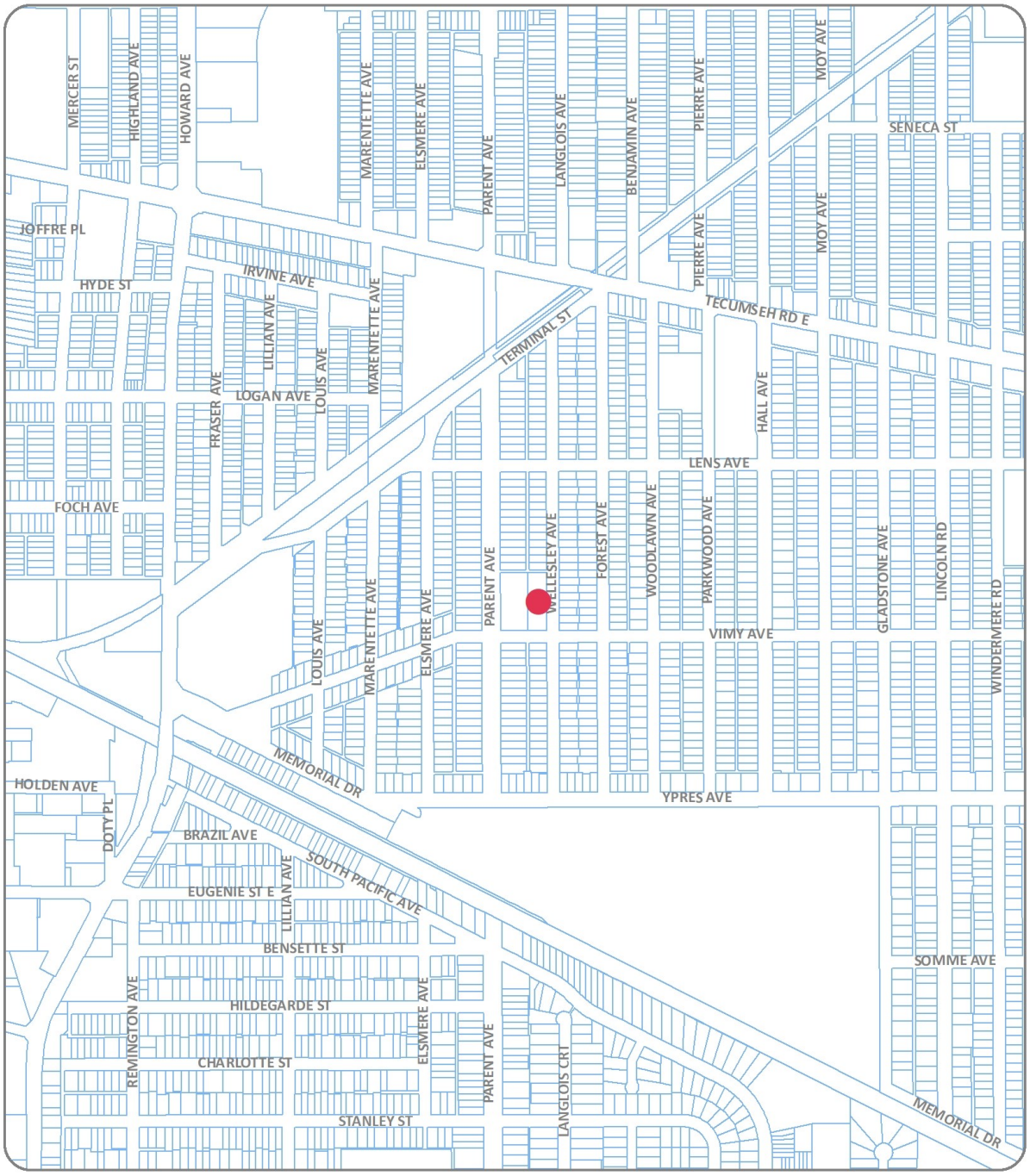
Site Information:

Official Plan	Zoning	Current Use	Previous Use
Residential	ID1.1 Site Specific Provision 20(1)257	Vacant Institutional Building	Saint Charles Separate School (1960-1980)
Lot Width	**Lot Depth**	**Lot Area**	**Lot Shape**
30.5 m	93.2 m	2,840.2 m^2	Rectangular
All measurements are based on Registered Plan of Subdivision 1119, registered on May 31, 1924, and Reference Plan 12R-21461, registered on August 19, 2004			

The subject property contains a circa 1960 one (1) storey vacant institutional building with a makeshift parking area (formerly Saint Charles Separate School's asphalt playground). The remainder of the subject property is maintained as landscaped open space.

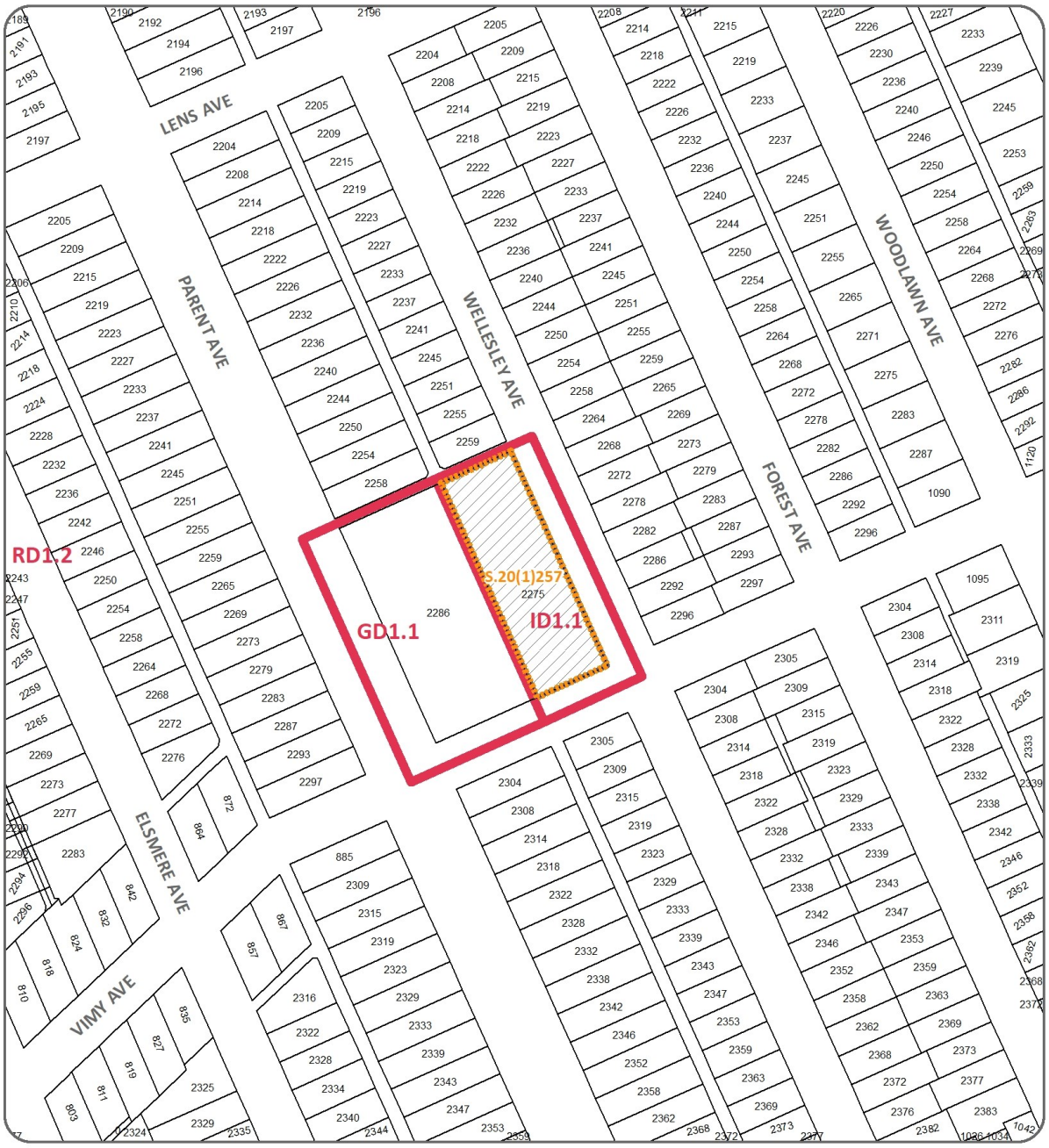
The building was occupied by a number of commercial uses following the closure of Saint Charles Separate School. None of the uses were established with the required approvals from the City.

The makeshift parking area, also established without the required approvals from the City, will be required to comply with all applicable City policies and regulations.



KEY MAP - Z-026/24, ZNG/7229

SUBJECT LANDS



PART OF ZONING DISTRICT MAP 7

N.T.S.

REQUESTED ZONING AMENDMENT

Applicant: 1740945 Ontario Corp.

SUBJECT LANDS

PLANNING & BUILDING DEPARTMENT

DATE : AUGUST, 2024
FILE NO. : Z-026/24, ZNG/7229



NEIGHBOURHOOD MAP - Z-026/24, ZNG/7229

SUBJECT LANDS

Neighbourhood Characteristics:

The subject property is located on the eastern side of the South Walkerville neighbourhood. The South Walkerville neighbourhood constitutes the area north of the Canadian Pacific Railway corridor, east of the Canadian Pacific Railway corridor and Essex Terminal Railway Co. railway corridor, south of the Essex Terminal Railway Co. railway corridor and west of the former Ohio Railway corridor that traversed the Chrysler Windsor Assembly Plant.

Surrounding Land Uses:

North:

- Low density residential

East:

- Low density residential

South:

- Library - W.F. Chisholm Branch
- Low density residential
- Optimist Community Centre
- Optimist Memorial Park

West:

- Low density residential
- Parent Park

Municipal Infrastructure:

- Vimy Avenue is classified as a local road, which has a two-lane cross section with curbs and gutters, no sidewalks and streetlights on the south side.
- Wellesley Avenue is classified as a local road, which has a two-lane cross section with curbs, gutters and sidewalks on both sides and streetlights on the east side.
- Sanitary sewer, storm sewer and watermain are located within the Wellesley Avenue right-of-way.

Discussion:

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

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

Chapter 2: Building Homes, Sustaining Strong and Competitive Communities

2.1 Planning for People and Homes

Policy 2.1.6 states:

Planning authorities should support the achievement of complete communities by:

a) accommodating an appropriate range and mix of land uses, housing options, transportation options with multimodal access, employment, public service facilities and other institutional uses (including schools and associated child care facilities, longterm care facilities, places of worship and cemeteries), recreation, parks and open space, and other uses to meet long-term needs;

a. This amendment will allow for adaptive reuse (creating housing within existing buildings that were originally non-residential) to establish an eight (8) unit Townhome Dwelling, further diversifying the range and mix of housing options available in the South Walkerville neighbourhood.

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

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

c) improving social equity and overall quality of life for people of all ages, abilities, and incomes, including equity-deserving groups.

a. This amendment will allow for another housing option for individuals who wish to live or remain within the South Walkerville neighbourhood.

2.2 Housing

Policy 2.2.1 states:

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

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

a. This amendment will allow for the redevelopment of the subject property through intensification, optimizing existing municipal infrastructure and public service facilities, and avoiding unnecessary land consumption.

i. The subject property is serviced by municipal electrical, sanitary, storm and water services.
ii. There is a community centre, public library and schools within proximity to the subject property.

b. Parent Avenue, approximately 50.0 metres west of the subject property, is a designated on-street bike route connecting to the City's multi-use trail system approximately 300.0 metres to the south.

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

Chapter 2: Building Homes, Sustaining Strong and Competitive Communities	
2.2 Housing	
Policy 2.2.1 (*Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected needs of current and future residents of the regional market area by:)*	**Sub Policy b)** *permitting and facilitating:* ***1.*** *all housing options required to meet the social, health, economic and wellbeing requirements of current and future residents, including additional needs housing and needs arising from demographic changes and employment opportunities; and* ***2.*** *all types of residential intensification, including the development and redevelopment of underutilized commercial and institutional sites (e.g., shopping malls and plazas) for residential use,*

	development and introduction of new housing options within previously developed areas, and redevelopment, which results in a net increase in residential units in *accordance with policy 2.3.1.3;*
2.3 Settlement Areas and Settlement Area Boundary Expansions	
2.3.1 General Policies for Settlement Areas	
Policy 2.3.1.1 - *Settlement areas shall be the focus of growth and development. Within settlement areas, growth should be focused in, where applicable, strategic growth areas, including major transit station areas.*	
Policy 2.3.1.2 - *Land use patterns within settlement areas should be based on densities and a mix of land uses which:*	**Sub Policies a)** *efficiently use land and resources*, **b)** *optimize existing and planned infrastructure and public service facilities*
Policy 2.3.1.3 - *Planning authorities shall support general intensification and redevelopment to support the* *achievement of complete communities, including by planning for a range and mix of housing* *options and prioritizing planning….*	
2.9 Energy Conservation, Air Quality and Climate Change	
Policy 2.9.1 - *Planning authorities shall plan to reduce greenhouse gas emissions and prepare for the impacts of a changing climate through approaches that:*	**Sub Policy a)** *support the achievement of compact, transit-supportive, and complete communities*
Chapter 3: Infrastructure and Facilities	
3.6 Sewage, Water and Stormwater	
Policy 3.6.2 - *Municipal sewage services and municipal water services are the preferred form of servicing for settlement areas to support protection of the environment and minimize*	

potential risks to human health and safety. For clarity, municipal sewage services and municipal water services include both centralized servicing systems and decentralized servicing systems	

Official Plan

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

Table 1 - Volume I Schedules

Schedule	Designation
Schedule A - Planning Districts & Policy Areas	South Walkerville
Schedule D - Land Use	Residential

Volume I

Chapter 3 - Development Strategy

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

3.2 - Growth Concept

3.2.1 - Safe, Caring and Diverse Communities

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

Chapter 6 - Land Use:

6.1 Goals

This amendment complies with the following applicable land use goals:

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

6.3 Residential

6.3.1 Objectives

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

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

6.3.2 Policies

Permitted Uses

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

- A Townhome Dwelling (row) is classified as a Low-Profile dwelling.

Types of Low-Profile Housing

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

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

Locational Criteria

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

- *(a) There is access to a collector or arterial road;*
    - The subject property is located within approximately 260.0 metres of Ypres Avenue, a Class II Collector Road.
- *(b) Full municipal physical services can be provided;*
    - Refer to the response provided to PPS Policy 2.2.1.c) herein.
- *(c) Adequate community services and open spaces are available or are planned; and*
    - Refer to the response provided to PPS Policy 2.2.1.c) and the Surrounding Land Uses section herein.

- *(d) Public transportation service can be provided.*

    - Transit stops for the Transway 1C bus route are approximately 550.0 metres from the subject property.
    - Transit stops for the Transway 1A, Parent 14 and Walkerville 8 bus routes are approximately 650.0 metres from the subject property.

Evaluation Criteria for a Neighbourhood Development Pattern

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

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

    - This amendment will allow for a development that is compatible with the established built environment found within the surrounding neighbourhood.

        - Amenity Areas, Height, Massing, Orientation, Scale, Siting and Setbacks

            - The applicant is not proposing any changes to the building footprint or height.
            - The applicant is not requesting relief from any of the RD2.3 zoning provisions.
            - The maximum lot coverage and main building height provisions, and minimum front yard depth, rear yard depth and side yard width provisions under the RD2.3 zoning and surrounding Residential District 1.2 (RD1.2) zoning are identical.
            - The Townhome Dwelling Units will be oriented towards Wellesley Avenue, which is consistent with the other low density residential dwellings on the block.

        - Parking

            - The applicant is proposing to repurpose the former Saint Charles Separate School asphalt playground as a parking area to satisfy the parking requirement for the proposed development.
            - The applicant is requesting that the minimum parking area separations from a street and an interior lot line not apply.

                - The Planning Department does not support this request.

                    - Policy 8.11.2.19 of the Streetscape Policies under the Urban Design Chapter of the Official

Plan encourages the partial screening of parking areas through the use of various landscaping elements, including low fences.

    - The partial screening of the parking area from the street view will maintain the residential character of the neighbourhood, while still permitting views for orientation and safety.

- The Conceptual Site Plan shows a parking aisle with a width of 7.77 metres and length of 30.24 metres, whereas only a minimum of 6.00 metres and 27.50 metres are required respectively.
- The excess area is sufficient to accommodate the minimum 0.90 metre separation from the west interior lot line and 1.20 metres of the minimum 3.00 metre separation from Vimy Avenue and Wellesley Avenue.
- These separations are adequate for accommodating an ornamental screening fence.
- The Planning Department is therefore recommending that a site-specific provision be added to establish a minimum parking area separation of 1.20 metres from a street, subject to the following provisions:

    - 1.20-metre-high ornamental screening fence shall span the length of the separation, save and except that portion of the separation within 0.30 metres of an access area.
    - Notwithstanding the above provision, that portion of the ornamental screening fence located within the visibility triangle, as defined under Section 4.3 of Fence By-law 170-2012, shall have a height of 0.90 metres.

- The Planning Department is further recommending that a site-specific provision be added to require a 1.20-metre-high ornamental screening fence spanning the length of the separation from the west interior lot line.
- The Planning Department is lastly recommending that a site-specific provision be added to require a 1.20-metre-high ornamental

screening fence spanning the length of the north limit of a parking area, east of the existing building.

- The applicant is requesting that 100% of the required front yard be permitted to be occupied by a hard surface.
    - The Planning Department does not support this request and is alternatively recommending that a site-specific provision be added to allow 78% of the required front yard to be occupied by a hard surface.
    - This reduction is necessary to capture the parking area separations being recommended by the Planning Department herein.

- *(d) provided with adequate off street parking;*
    - The proposed development will accommodate the required number of parking spaces onsite.

- *(e) capable of being provided with full municipal physical services and emergency services; and*
    - Refer to the response provided to PPS Policy 2.2.1.c) herein for details on the municipal physical services available to the subject property.
    - The subject property is served by Essex-Windsor EMS, Windsor Fire & Rescue Services (Fire Hall No. 3) & Windsor Police Service.

Chapter 11 - Tools:

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

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

Policy 11.6.3.3 states:

- *When considering applications for Zoning By-law amendments, Council shall consider the policies of this Plan and will, without limiting the generality of the foregoing, consider such matters as the following:*
    - *(a) The relevant evaluation criteria contained in the Land Use Chapter of this Plan, Volume II: Secondary Plans & Special Policy Areas and other relevant standards and guidelines;*
    - *(b) Relevant support studies;*
    - *(c) The comments and recommendations from municipal staff and circularized agencies;*
    - *(d) Relevant provincial legislation, policies and appropriate guidelines; and*

- *(e) The ramifications of the decision on the use of adjacent or similar lands.*
    - This amendment is not anticipated to have any ramifications on the use of adjacent or similar lands.

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

Zoning By-Law

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

The subject property is within an Institutional District 1.1 (ID1.1) Site Specific Provision 20(1)257 zone of Zoning By-law 8600, which does not permit a Townhome Dwelling use.

The applicant is requesting an amendment to Zoning By-law 8600 to change the zoning to a RD2.3 zone with a site-specific provision to allow interior and exterior alterations to a vacant institutional building for the purpose of establishing an eight (8) unit Townhome Dwelling with 100% of the required front yard occupied by a hard surface and no parking area separation from a street or an interior lot line.

The applicant has submitted a Planning Rationale Report in support of the requested amendment.

The applicant's request has been considered and is supported in part in this report. The Planning Department supports the change in zoning to a RD2.3 zone but does not support the site specific provisions for the reasons noted herein. Support of the said part of the applicant's request comes in conjunction with the regulations being recommended by the Planning Department herein.

Site Specific Provision 20(1)257 permits a commercial School with a minimum of 20 on-site parking spaces for the existing building as an additional permitted use. A commercial school use is not cohesive with the proposed Townhome Dwelling use and as such the Planning Department has no concerns with its removal from the subject property.

No other zoning deficiencies have been identified or supported.

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

Risk Analysis:

N/A

Climate Change Risks

Climate Change Mitigation:

The proposed dwelling units implement *Environmental Master Plan* Objective C1: Encourage in-fill and higher density in existing built areas. Adaptive reuse of a building and intensification minimizes the impact on the community greenhouse gas emissions. Development within existing communities and neighbourhoods while using currently available infrastructure such as sewers, sidewalks, and public transit helps to mitigate development impact. Situating development in areas with access to active transportation and transit increases the likelihood of residents utilizing various non-vehicular means of utilitarian transportation which collectively reduces the amount of greenhouse gas emissions within the City of Windsor.

Climate Change Adaptation:

N/A

Financial Matters:

N/A

Consultations:

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

There are no objections to the proposed amendment.

The applicant hosted an in-person public open house on January 25, 2024, at the former Windsor Public Library - Central Branch at 850 Ouellette Avenue. Notice of the open house was issued to owners of properties within 120.0 metres of the subject property. The open house was attended by eight (8) residents. Comments from residents were also received by email.

Section 22 of the PRR summarizes the comments and questions and includes corresponding responses.

Comments received were taken into consideration when preparing this report.

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

Conclusion:

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

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

Planning Act Matters:

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

Greg Atkinson, MCIP, RPP *Neil Robertson, MCIP, RPP*
Manager of Development *City Planner*

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

JP *JM*

Approvals:

Name	Title
Greg Atkinson	Manager of Development/Deputy City Planner
Neil Robertson	City Planner / Executive Director, Planning & Development Services
Aaron Farough	Senior Legal Counsel, Legal Services & Real Estate
John Revell acting for Jelena Payne	Commissioner, Economic Development
Joe Mancina	Chief Administration Officer

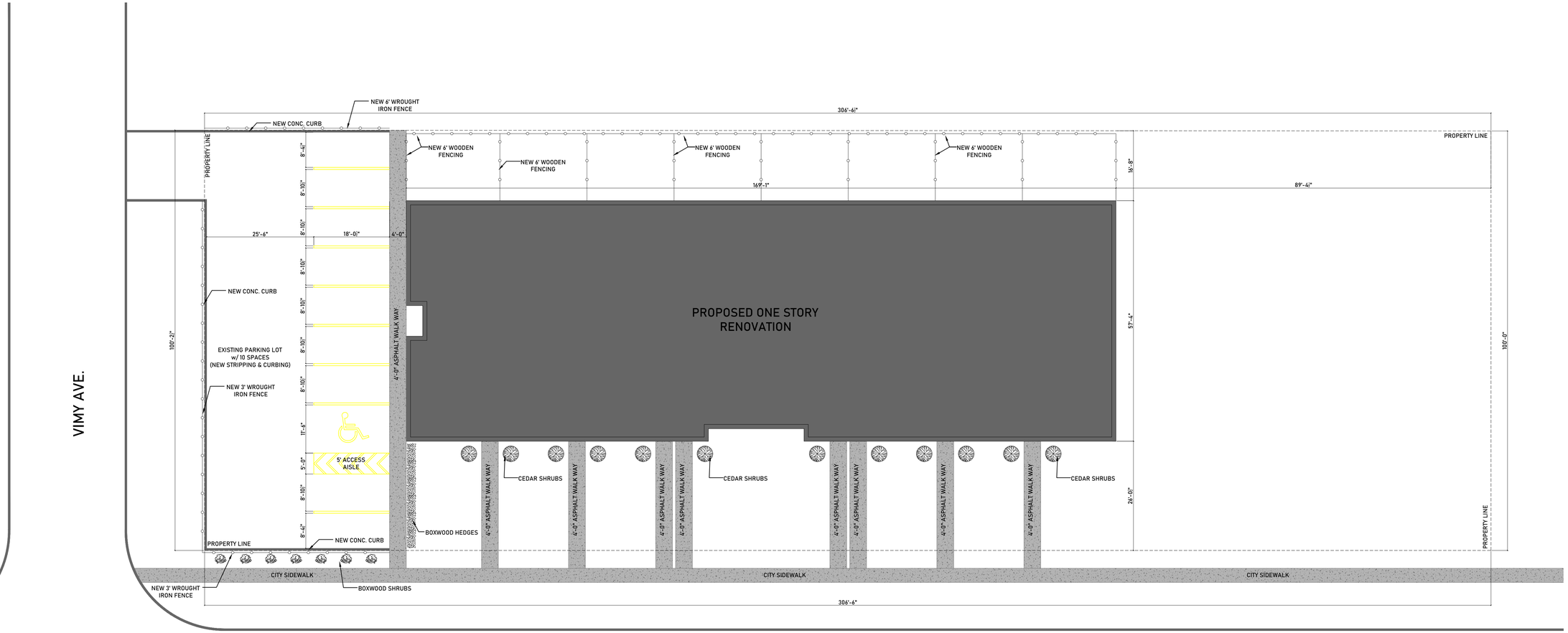
Notifications:

Name	Address	Email
Jackie Lassaline (Lassaline Planning Consultants)		
Councillor Mark McKenzie (Ward 4)		
Abutting property owners, tenants/occupants within 200-meter (656 feet) radius of the subject property		

Appendices:

1 Appendix A - Conceptual Plan
2 Appendix B - Site Images
3 Appendix C - Excerpts from Official Plan Volume I
4 Appendix D - Excerpts from Zoning By-law 8600
5 Appendix E - Consultations
6 Appendix F - Draft Amending By-law
7 Appendix G - Planning Rationale Report

	(RD2.5) ZONE	SUBJECT SITE
PERMITTED BLDG	TOWNHOUSE	8 UNIT TOWNHOUSE COMPLEX
LOT AREA	190 m2 x 8 = 1,520 m2	2,876.3 m2
LOT FRONTAGE	20 m	30.5 m (Vimy Ave)
FRONT YARD	6 m – 7 m (min/max)	14.6 m
INTERIOR SIDE YARD	2.5 m	5.1 m
LOT COVERAGE	50 %	31 % 891 m2 GFA)
REAR YARD	7.5 m	27.2 m
BUILDING HEIGHT	14 m max	4. m
PARKING	1 sp/unit = 8 spaces	10 spaces (2 visitor parking)



2275 WELLESLEY AVE.

1 / A00.1 SITE PLAN CONCEPT
N.T.S.

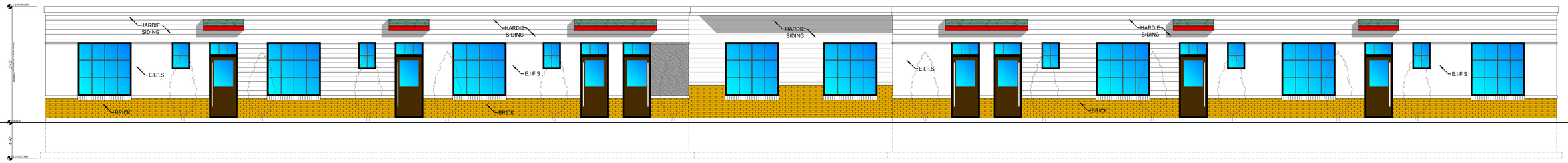
PROJECT NOTES:

July. 17. 2024.

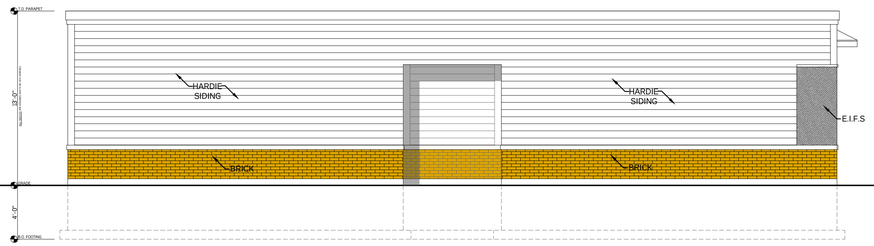
23118 - 2275 Wellesley

P2275 Wellesley Ave. Windsor ON.

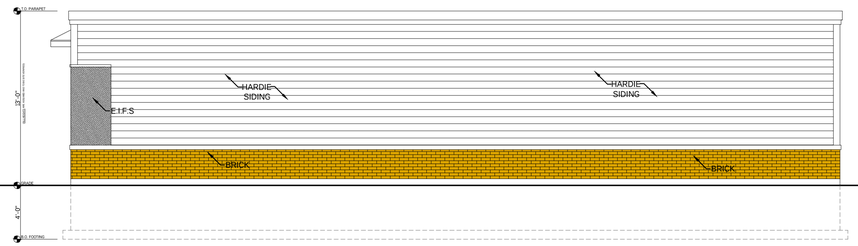
JMD DESIGN & RAFTING INC.
Email : jmdesignanddrafting@gmail.com
Cell : (519) - 818 - 0619



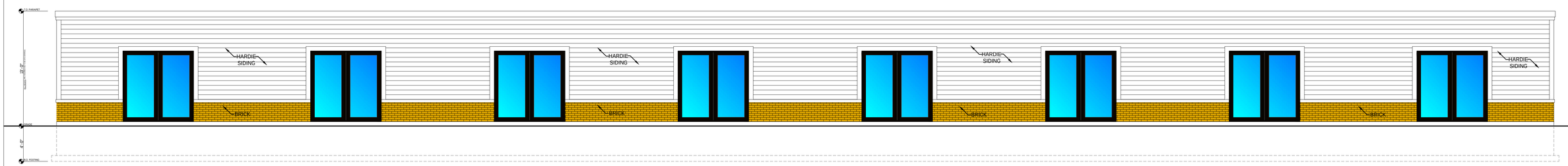
1 A02.1 EAST ELEVATION
N.T.S.



2 A02.1 SOUTH ELEVATION
N.T.S.



3 A02.1 NORTH ELEVATION
N.T.S.



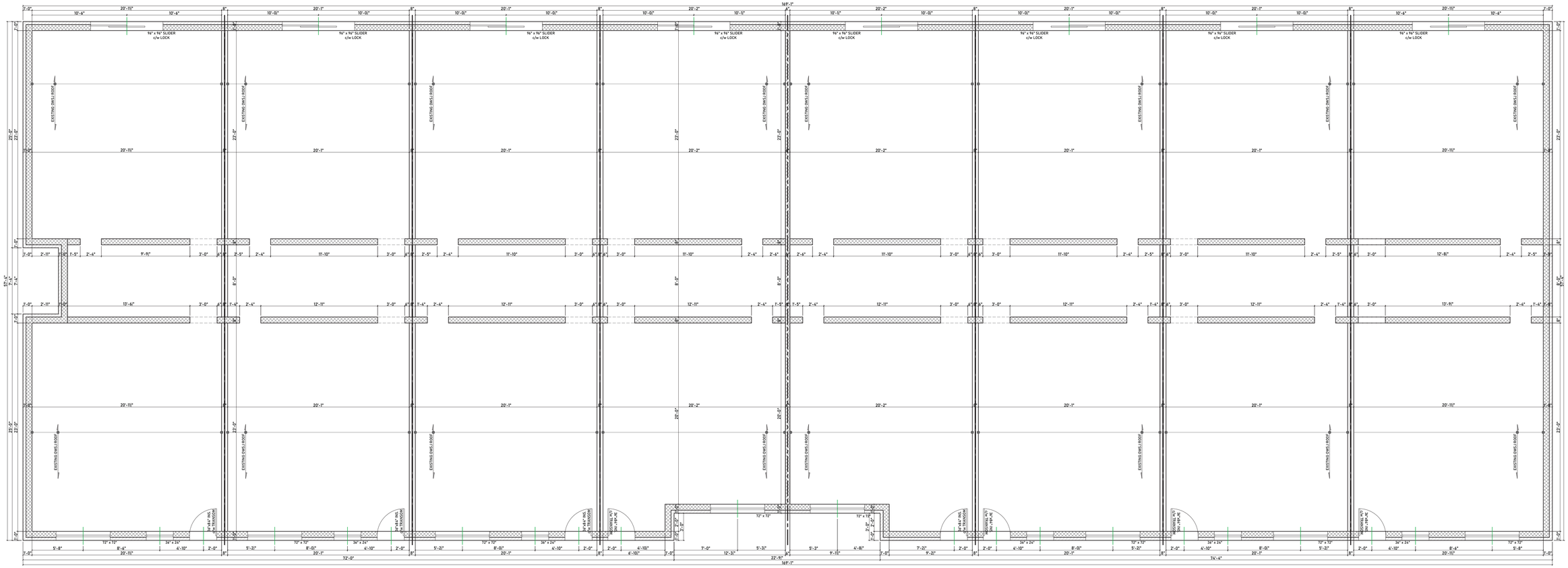
4 A02.1 WEST ELEVATION
N.T.S.

PROJECT NOTES:

July. 17. 2024.

2318 - 2275 Wellesley
P2275 Wellesley Ave. Windsor ON.

JMD DESIGN & DRAFTING INC.
Email : jmdesignanddrafting@gmail.com
Cell : (519) - 818 - 0619



1 A01.3 FLOOR VERIOSN 2 PLAN
3/16" =1'

A01.3

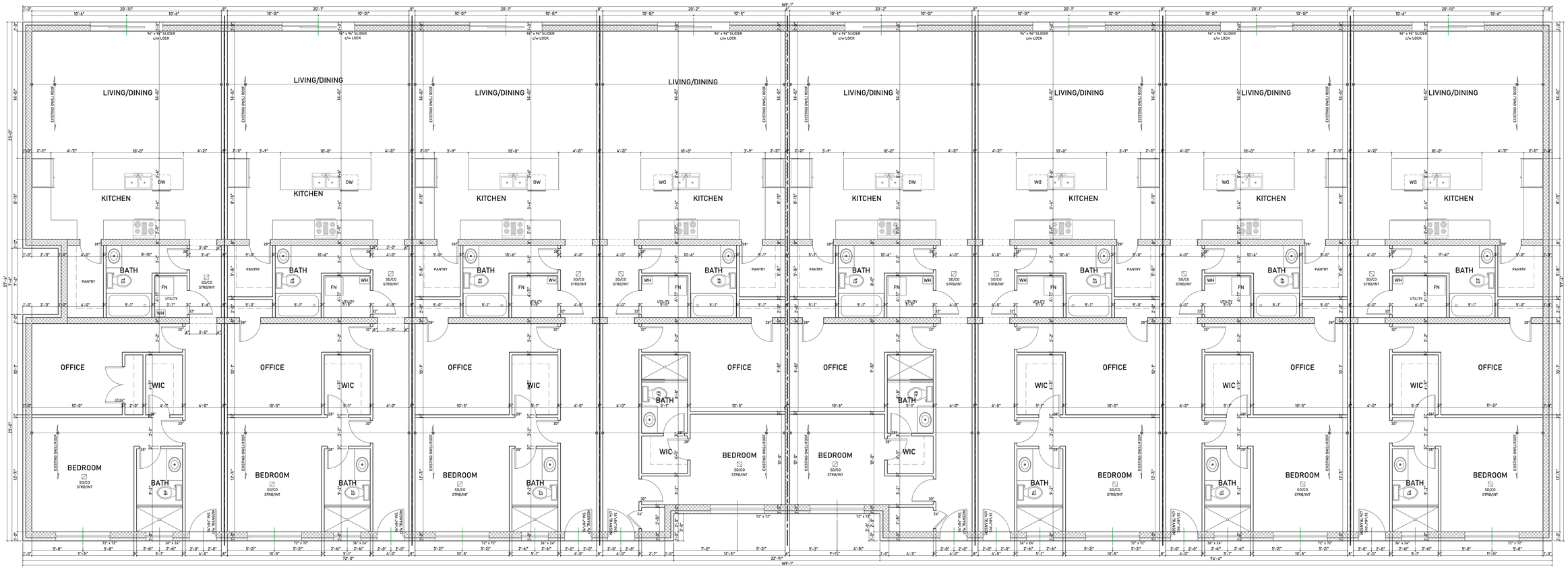
PROJECT NOTES:

July. 17. 2024.

23118 - 2275 Wellesley

P2275 Wellesley Ave. Windsor ON.

JMD DESIGN & RAFTING INC.
Email : jmdesignanddrafting@gmail.com
Cell : (519) - 818 - 0619



1 / A01.2 FLOOR PLAN
3/16" =1'

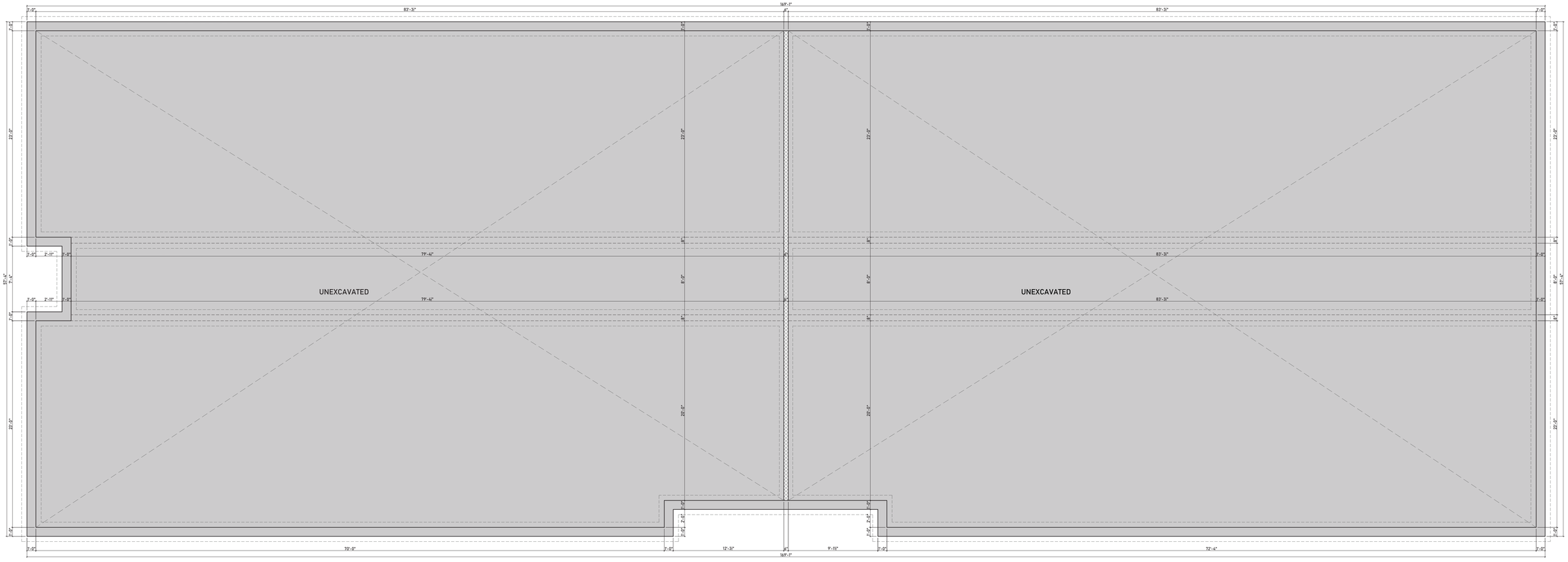
PROJECT NOTES:

July, 17. 2024.

23118 - 2275 Wellesley

P2275 Wellesley Ave. Windsor ON.

JMD DESIGN & RAFTING INC.
Email : jmdesignanddrafting@gmail.com
Cell : (519) - 818 - 0619



1 A01.1 FOUNDATION PLAN
3/16"=1"

A01.1

PROJECT NOTES:

July. 17. 2024.

23118 – 2275 Wellesley

P2275 Wellesley Ave. Windsor ON.

JMD DESIGN & RAFTING INC.
Email : jmdesignanddrafting@gmail.com
Cell : (519) - 818 - 0619



1 SITE PLAN CONCEPT
A00.3 N.T.S.

City Council Meeting Agenda - Monday, February 10, 2025
Page 221 of 885

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Cell : (519) - 818 - 0619

23118 - 2275 Wellesley	July. 17. 2024.	PROJECT NOTES:	A00.3
P2275 Wellesley Ave. Windsor ON.			

WELLESLEY PARKLAND RESIDENCY

2275 WELLESLEY AVE,WINDSOR,ONTARIO

NuFusion
& ASSOCIATES



WELLESLEY PARKLAND RESIDENCY

2275 WELLESLEY AVE,WINDSOR,ONTARIO

NuFusion & ASSOCIATES



WELLESLEY PARKLAND RESIDENCY

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NuFusion & ASSOCIATES



WELLESLEY PARKLAND RESIDENCY

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NuFusion & ASSOCIATES



WELLESLEY PARKLAND RESIDENCY

2275 WELLESLEY AVE,WINDSOR,ONTARIO

NuFusion & ASSOCIATES

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



Figure 1 - Looking north towards subject property from Vimy Avenue (Parent Park on left) (Wellesley Avenue on right)



Figure 2 - Looking northwest towards subject property from Wellesley Avenue



Figure 3 - Looking southwest towards subject property from Wellesley Avenue

APPENDIX "C"
Excerpts from Official Plan Volume I

3. Development Strategy

3.2 Growth Concept

3.2.1 Safe, Caring and Diverse Community

NEIGHBOURHOOD HOUSING VARIETY

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

6. Land Use

6.1 Goals

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

NEIGHBOURHOODS

6.1.1 Safe, caring and diverse neighbourhoods.

RESIDENTIAL

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

RESIDENTIAL INTENSIFICATION

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

6.3 Residential

6.3.1 Objectives

RANGE OF FORMS & TENURES

6.3.1.1 To support a complementary range of housing forms and tenures

NEIGHBOURHOODS

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

INTENSIFICATION, INFILL & REDEVELOPMENT

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

6.3.2 Policies

PERMITTED USES

6.3.2.1 Uses permitted in the Residential land use designation identified on Schedule D: Land Use include Low Profile, and Medium Profile dwelling units.
High Profile Residential Buildings shall be directed to locate in the City Centre, Mixed Use Centres and Mixed Use Corridors.
(Added by OPA #159 – APPROVED July 11, 2022 , B/L# 100-2022)

TYPES OF LOW PROFILE HOUSING

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

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

LOCATIONAL CRITERIA

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

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

(b) Full municipal physical services can be

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

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

EVALUATION CRITERIA FOR A NEIGHBOURHOOD DEVELOPMENT PATTERN

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

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

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

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

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

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

(v) adjacent to heritage resources.

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

(c) In existing neighbourhoods, compatible with the surrounding area in terms of scale, massing, height, siting, orientation, setbacks, parking and amenity areas. In Mature Neighbourhoods as shown on Schedule A-1, compatible with the surrounding area, as noted above, and consistent with the streetscape, architectural style and materials, landscape character and setback between the buildings and streets; **(Added by OPA #159 – APPROVED July 11 2022, B/L# 100-2022)**

(d) provided with adequate off street parking;

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

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

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

11. Tools

11.6 Zoning

11.6.1 Objectives

COMPATIBLE USES

11.6.1.2 To ensure compatibility between land uses.

11.6.3 Zoning By-law Amendment Policies

EVALUATION CRITERIA

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

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

(b) Relevant support studies;

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

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

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

APPENDIX "D"
Excerpts from Zoning By-law 8600

SECTION 11 - RESIDENTIAL DISTRICTS 2. (RD2.)
[ZNG/5270]

(B/L 10358 Jul 16/1990; B/L 11093 Jul 20/1992; B/L 12651 Feb 25/1997, Approved by OMB Order R960323; B/L 169-2001 Jun 1/2001; B/L 33-2001 Oct 23/2001, OMB Decision/Order No. 1716 Case No. PL010233; B/L 370-2001 Nov 15/2001; B/L 363- 2002 Dec 31/2002; B/L 142-2006 Aug 24, 2006; B/L 114-2016 Sep 19/2016; B/L 164-2017 Dec 7/2017; B/L 52-2024 Apr 22/2024)

11.3 RESIDENTIAL DISTRICT 2.3 (RD2.3)

11.3.1 PERMITTED USES

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

11.3.5 PROVISIONS

		Semi-Detached Dwelling	Single Unit Dwelling	Townhome Dwelling
.1	Lot Width – minimum	15.0 m	12.0 m	20.0 m
.2	Lot Area – minimum	450.0 m^2	360.0 m^2	200.0 m^2 per unit
.3	Lot Coverage – maximum	45.0%	45.0%	45.0%
.4	Main Building Height – maximum	9.0 m	9.0 m	9.0 m
.5	Front Yard Depth – minimum	6.0 m	6.0 m	6.0 m
.6	Rear Yard Depth – minimum	7.50 m	7.50 m	7.50 m
.7	Side Yard Width – minimum	1.20 m	1.20 m	1.20 m
.10	Gross Floor Area – main building – maximum	400 m^2	400 m^2	N/A

(B/L 101-2022 Jul 11/2022; B/L 55-2023 May 29/2023; B/L 52-2024 Apr 22/2024)

SECTION 13 - INSTITUTIONAL DISTRICTS 1. (ID1.)

[ZNG/4628; ZNG5270]

(B/L 9465 Sep 28/1989 OMB Order R890032; B/L 209-1998 Aug 11/1998; B/L 33- 2001 Oct 23/2001 OMB Order 1716 PL010233; B/L 363-2002 Dec 31/2002; B/L 110- 2009 Nov 20/2009 OMB Order PL090722 Dec 4/2009; B/L 126-2011 Jul 21/2011; B/L 114-2016 Sep 19/2016; B/L 129-2016 Sep 19/2016; B/L 164-2017 Dec 7/2017)

13.1 INSTITUTIONAL DISTRICT 1.1 (ID1.1)

13.1.1 PERMITTED USES

Business Office of a non-profit or charitable organization

Child Care Centre

Place of Worship

School

Any one or more of the following uses within an existing building which is owned and maintained by a *Public Authority: Business Office; Professional Studio*

Any use accessory to the above uses

13.1.5 PROVISIONS

.1	Lot Width – minimum	20.0 m
.2	Lot Area – minimum	700.0 m^2
.3	Lot Coverage – maximum	50.0%
.4	Main Building Height – maximum	14.0 m
.5	Front Yard Depth – minimum	6.0 m
.6	Rear Yard Depth – minimum	7.50 m
.7	Side Yard Width – minimum	3.00 m
.8	Landscaped Open Space Yard – minimum	20.0% of lot area

SECTION 20 - SPECIFIC ZONING EXCEPTIONS IN CERTAIN AREAS

(AMENDED by By-law 227-2002, Approved by OMB Decision/Order No. 1013, July 24, 2003; OMB Decision/Order No. 1011, July 24, 2003 and OMB Decision/Order No. 1067, August 1, 2003, OMB File No. R020192, Case No. PL020829)

(1) SITE SPECIFIC PROVISIONS

257. For the lands comprising Part Block D, Plan 1119 as in R215679; situated on the west side of Wellesley Avenue between Lens Avenue and Vimy Avenue, a commercial School, with a minimum of 20 on-site parking spaces for the existing structure shall be an additional permitted use. (ZDM7). **(ADDED by B/L 24-2010, March 2, 2010)**

SECTION 24 - PARKING, LOADING AND STACKING PROVISIONS

(B/L 8627 Jul 8/1986; B/L 9057 Jul 7/1987; B/L 9882 Jul 31/1989; B/L 10358 Jul 16/1990; B/L 10473 Nov 5/1990; B/L 10993 May 4/1992; B/L 11093 Jul 20/1992; B/L 11157 Sep 21/1992; B/L 11780 Mar 28/1994; B/L 12234 Jul 14/1995; B/L 12429 Jan 8/1996; B/L 12819 Mar 17/1997; B/L 30-1998 Mar 2/1998; B/L 162-1998 Jun 24/1998; B/L 264-1999 Oct 19/1999; B/L 33-2001 Oct 23/2001 OMB Order 1716 PL01023; B/L 370-2001 Nov 15/2001; B/L 363-2002 Dec 31/2002; B/L 92-2003 May 6/2003; B/L 269-2003 Sep 15/2003; B/L 69-2004 Mar 31/2004; B/L 144-2004 Jun 11/2004; B/L 375-2004 Dec 21/2004; B/L 46-2005 Mar 23/2005; B/L 212-2005 Sep 22/2005; B/L 204-2006 Nov 30/2006; B/L 166-2007 Oct 5/2007; B/L 110-2009 Nov 20/2009 OMB Order PL090722 Dec 4/2009; B/L 164-2010 Nov 17/2010; B/L 129-2012 Oct 2/2012; B/L 95-2019 Sep 27/2019)

24.28 FRONT YARD PAVING AND SURFACING IN RESIDENTIAL DISTRICTS

24.28.1 IN ANY RESIDENTIAL DISTRICT:

.1 A walkway, driveway or 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 a walkway, driveway, access area, or, where permitted by this by-law, a parking space, shall be used exclusively as a landscaped open space yard.

.3 For a single-unit dwelling, semi-detached dwelling, duplex dwelling or townhome dwelling unit, the total area of the required front yard occupied by a hard surface for the purpose of a walkway, driveway, access area or a parking space or any combination thereof cannot exceed:

.1 for a lot having a width of 9 m or greater: 50% of the required front yard area; or

.2 for a lot having a width of less than 9 m: 50% of the required front yard area plus 5% for each 1 metre decrease in lot width below 9 m to a maximum of 70% of the required front yard area.

.5 All driveways, access areas and parking spaces, shall be paved and maintained with a hard surface consisting of paving brick or block, asphalt, concrete or any combination thereof.

SECTION 25 - PARKING AREAPROVISIONS

[ZNG/4249]

(B/L 9057 Jul 7/1987; B/L 12429 Jan 8/1996; B/L 33-2001 Oct 23/2001 OMB Order 1716 PL010233; B/L 370-2001 Nov 15/2001; B/L 167-2003 Jun 27/2003; B/L 167-2003 Jun 27/2)

25.5 GENERAL PROVISIONS

25.5.20 PARKING AREA SEPARATION

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

TABLE 25.5.20.1 - PARKING AREA SEPARATION		
PARKING AREA FROM		MINIMUM SEPARATION
.1	Huron Church Road between the south limit of College Avenue and the north limit of the EC Row Expressway	10.00 m
	Save and except for Parts 4 and 5, Plan 12R-12366 and Part Lots 1346 to 1360, Part Lot 1820 and Part Block A, Registered Plan 1059 (situated on the west side of Huron Church Road, north of Tecumseh Road West)	3.00 m
.2	Any other street	3.00 m
.3	An interior lot line or alley	0.90 m
.4	A rear lot line on a lot located in a Commercial District 3.9	10.00 m
.5	A building wall in which is located a main pedestrian entrance facing the parking area	2.00 m
.6	A building wall containing a habitable room window or containing both a main pedestrian entrance and a habitable room window facing the parking area where the building is located on the same lot as the parking area	4.50 m

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

APPENDIX "E"
Consultations

CALDWELL FIRST NATION COMMUNITY

No comments provided

ENGINEERING - DEVELOPMENT

November 28, 2024, Comments for Zoning By-law Amendment Application

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

Sewers

The site may be serviced by a 300mm sanitary sewer and a 1050mm storm sewer located within Wellesley Avenue right-of-way. If possible existing connections should be utilized. Any redundant connections shall be abandoned in accordance with the City of Windsor Engineering Best Practice B.P 1.3.3.

Right-of-Way

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

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

Refer to Appendix - A for a full list of right-of-way permit requirements, prior to the issuance of a Building Permit.

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

Sidewalks - The owner(s) agrees to pay to the Corporation, prior to the issuance of a Building Permit, the sum of $3,512.50 being the Owner's contribution towards the future construction of a concrete sidewalk on the Vimy Avenue frontage of the subject lands.

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

[Juan Paramo - Development Engineer]

ENGINEERING - R.O.W.

No comments provided

ENVIRONMENT

November 9, 2023, Comments for Stage 1: Planning Consultation Application

We are not requesting any supporting information at this time.

[Barbara Lamoure - Environment and Sustainability Coordinator]

ENWIN UTILITIES LTD. - HYDRO ENGINEERING

November 27, 2023, Comments for Stage 1: Planning Consultation Application

No Objection provided adequate clearances are achieved and maintained.

Please note the following.

1. ENWIN has 16kV overhead single phase primary conductors on the west side of the property.
2. ENWIN has 120/240V overhead secondary conductors on the west side of the property.
3. ENWIN has 27.6kV overhead three phase primary conductors on the east side of Wellesley Ave.

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

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

[Keegan Morency-Kendall - Hydro Engineering Technologist]

ENWIN UTILITIES LTD. - WATER ENGINEERING

November 27, 2023, Comments for Stage 1: Planning Consultation Application

Water Engineering has no objections. There is an existing 50mm water service for the building. If the existing service is adequate for the changes proposed than no approvals from ENWIN are required.

[Bruce Ogg - Water Project Review Officer]

FORESTRY

November 30, 2023, Comments for Stage 1: Planning Consultation Application

There are 6 mature Norway maple trees located on the Wellesley side of this new build.

I would like to recommend adding snow fence or another type of barrier to protect the root system of these older trees. The barrier should be at least to the outside of the dripline for this approach to be effective.

[Yemi Adeyeye - Manager of Forestry & Natural Areas]

NATURAL AREAS

November 9, 2023, Comments for Stage 1: Planning Consultation Application

No concerns from Natural Areas.

[Karen Alexander - Naturalist and Outreach Coordinator]

PARKS DESIGN & DEVELOPMENT

November 9, 2023, Comments for Stage 1: Planning Consultation Application

No comments or requirements from Parks Design & Development.

[Sherif Barsom - Landscape Architect]

PLANNING DEPARTMENT - POLICY

November 28, 2024, Comments for Zoning By-law Amendment Application

Here are my comments from Urban Design and Landscape Architecture lens:

- Vimy Avenue is designated as a Local/Residential Road in the Official Plan, a sidewalk is required on at least one side of the road, and a financial contribution is required for the Vimy Avenue frontage. (refer to transportation comments stage 2)
- To enhance the streetscape, street tree planting along Vimy Avenue is encouraged. Additionally, planting deciduous trees on the property is highly recommended, particularly in the front parking area and along the north side of the site, integrating them into amenity spaces.
- According to the Intensification Guidelines (June 2022), Section 2.2.3, Clause 10, parking, loading, and service areas for low-profile apartments should be located in low-visibility zones, such as side or rear yards. With 10 parking spaces required, these can be divided between the north and south sides of the building, with planting areas included at the front to soften the streetscape.

[Hoda Kameli - Landscape Architect]

May 10, 2024, Comments for Stage 2: Planning Consultation Application

Based on information found in the City of Windsor's Official Plan including the objective found in Chapter 4; "To protect against climate change and its possible adverse effects on human health, the physical environment, economy and quality of life"; and as guidelines identified in Chapter 6 for all Land Use Classifications with"…the provision of appropriate landscaping and buffers to enhance:

- all parking lots, and outdoor loading service areas; and
- the separation between the use and adjacent sensitive uses, where appropriate.",

Please also note the following comments:

Zoning Provisions for Parking Setback:

It is strongly recommended that the parking areas be setback to the same extent as the existing building wall setback from Wellesley Avenue. Per the Intensification Guidelines (June 2022) Section 2.2.3 Access & Parking clause 10, Low profile apartments, are to locate the parking, loading and service areas in low public visibility in side and rear yards and set back from the front façade of the building. Provision of a landscape transition between the residential streetscape and the proposed parking would maintain the strong residential character of the neighbourhood, while providing additional greenspace along the frontage of Wellesley Avenue. As 10 parking spaces are needed, there is the ability to divide the parking between the north and south sides of the building.

Tree Preservation:

No construction is contemplated; therefore no impact is anticipated to the existing six city trees along Wellesley Avenue. As there are 8 units proposed, it is recommended that there be 2 additional trees provided along the Vimy Avenue frontage.

Urban Design:

There are no Community Incentive Plans in place for this area and therefore no overriding guidelines for development other than those found in the Official Plan and the Intensification Guidelines (June 2022); especially Section 2 - Stable & Mature Neighbourhoods.

Parkland Dedication:

There are no parkland implications beyond the usual requirement for cash-in-lieu of 5% parkland dedication for residential uses.

[Stefan Fediuk - Senior Urban Designer]

PLANNING DEPARTMENT - SITE PLAN CONTROL

November 14, 2023, Comments for Stage 1: Planning Consultation Application

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

[Jacqueline Cabral - Clerk Steno]

TRANSPORTATION PLANNING

November 28, 2024, Comments for Zoning By-law Amendment Application

The Official Plan classifies Wellesley Ave as a Local Residential Road with a required right-of-way width of 20 metres. The current right-of-way width is sufficient; therefore, no conveyance is required.

The Official Plan classifies Vimy Ave as a Local Residential Road with a required right-of-way width of 20 metres. The current right-of-way width is sufficient; therefore, no conveyance is required.

Sidewalks are required on at least one side of Local Roads, therefore, a sidewalk contribution or construction per Engineering Right-of-Way requirements is required for a sidewalk along the property fronting Vimy Ave.

All parking must comply with ZBL 8600, otherwise a Parking Study is required.

The current sate plan is 2 bicycle parking spaces deficient.

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

All proposed driveways must be 7-9 metres total at the property line (minimum 3.5m/lane, maximum 4.5m/lane) with maximum 1 metre flare each side.

[Elara Mehrilou - Transportation Planner I]

WALPOLE ISLAND FIRST NATION

No comments provided

WINDSOR POLICE SERVICE

No comments provided

APPENDIX "F"
Draft Amending By-law

B Y - L A W N U M B E R -2024

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

Passed the day of , 2024.

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

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

1. That subsection 1 of Section 20, of said by-law, is amended by adding the following clause:

520. NORTHWEST CORNER OF VIMY AVENUE AND WELLESLEY AVENUE

For the lands comprising of Block D, Plan 1119, PIN No. 01323-0299 LT, the following additional provisions shall apply:

1. Notwithstanding Subsection .1 of Section 24.28.1.3, the total area of the *required front yard* occupied by a hard surface for the purpose of a walkway, driveway, *access area* or a *parking space* or any combination thereof for a lot having a width of 9.0 metres or greater shall not exceed 78%.

2. Notwithstanding Subsection .2 of Table 25.5.20.1, the minimum separation for a *parking area* from a street shall be 1.20 metres, subject to the following provisions:

   a) 1.20-metre-high ornamental *screening fence* shall span the length of the separation, save and except that portion within 0.30 metres of an *access area*.

   b) Notwithstanding provision a), for that portion of the ornamental *screening fence* located within the visibility triangle, as defined under Section 4.3 of Fence By-law 170-2012, the height shall be 0.90 metres.

3. 1.20-metre-high ornamental *screening fence* shall span the length of any *parking area* separations from the west *interior lot line*.

4. 1.20-metre-high ornamental *screening fence* shall span the length of the north limit of a *parking area*, save and except that portion bound by an existing building.

[ZDM 7; ZNG/7229]

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

1. Item Number	2. Zoning District Map Part	3. Lands Affected	4. Official Plan Amendment Number	5. Zoning Symbol	6. New Zoning Symbol
1	7	Block D, Plan 1119 PIN 01323-0299 LT (located on northwest corner of Vimy Avenue and Wellesley Avenue)	--	ID1.1 S.20(1)257	RD2.3 S.20(1)520

DREW DILKENS, MAYOR

CLERK

First Reading - , 2024

Second Reading - , 2024

Third Reading - , 2024

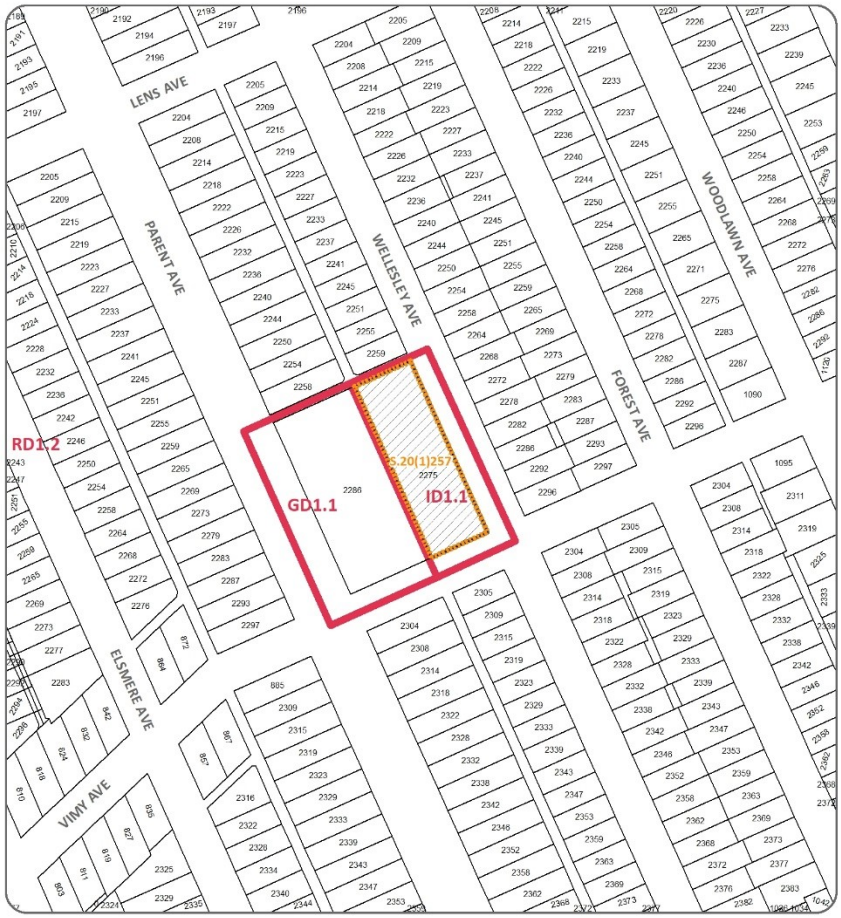
SCHEDULE 2

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

   To amend the zoning of the lands located on the east side of Janette Avenue between Park Street West and Wyandotte Street West, legally described as Block D, Plan 1119, PIN 01323-0299 LT, so as to allow interior and exterior alterations to a vacant institutional building [formerly Saint Charles Separate School (1960-1980)] for the purpose of establishing an eight (8) unit Townhome Dwelling on the subject property.

   The amending by-law changes the Institutional District 1.1 (ID1.1) Site Specific Provision 20(1)257 zoning to a Residential District 2.3 (RD2.3) zoning on the subject land and adds a special zoning provision permitting 78% of a required front yard to be occupied by a hard surface for the purpose of a walkway, driveway, access area or a parking space or any combination thereof, a reduction in minimum parking area separation from a street, and provision of an ornamental screening fence along any portion of a parking area visible from a street.

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



PART OF ZONING DISTRICT MAP 7 N.T.S.

SCHEDULE 2

Applicant: 1740945 Ontario Corp.

SUBJECT LANDS

PLANNING & BUILDING DEPARTMENT

DATE : AUGUST, 2024
FILE NO. : Z-026/24, ZNG/7229

LASSALINE
PLANNING CONSULTANTS INC.

November 4, 2024

Brian Nagata, Planner (Delivered via email)
City of Windsor, ON

REGARDING: ZONING BYLAW AMENDMENT
2275 Wellesley Avenue, Windsor
Wesley Parkland Residence
Alta Nota

The subject property is known municipally as 2275 Wellesley Avenue in the City of Windsor. The subject lands are located on the corner of Vimy Ave and Wellesley Avenue. The parcel has a frontage of 30.5 m on Vimy Avenue and a lot area of 2,839.6 m^2.

Proposed is the adaptive re-use of the former St Charles Separate School and grounds to a building that will provide 8 residential townhouse units. There will be 10 parking spaces (9 regular and 1 barrier free) with 1 space for each unit with 2 visitor parking spaces. There will be areas identified in the rear yard of each unit and a large area to the east of the building for amenity space.

The existing building was originally constructed in the 1960's as an elementary school in the separate school board and was formally known as the St. Charles Separate School. When the school was deemed redundant and closed there have been a number of uses of the building: A daycare, The Windsor International Language Centre, the Canadian Christian Association used it as a school, and recently, it was used for storage.

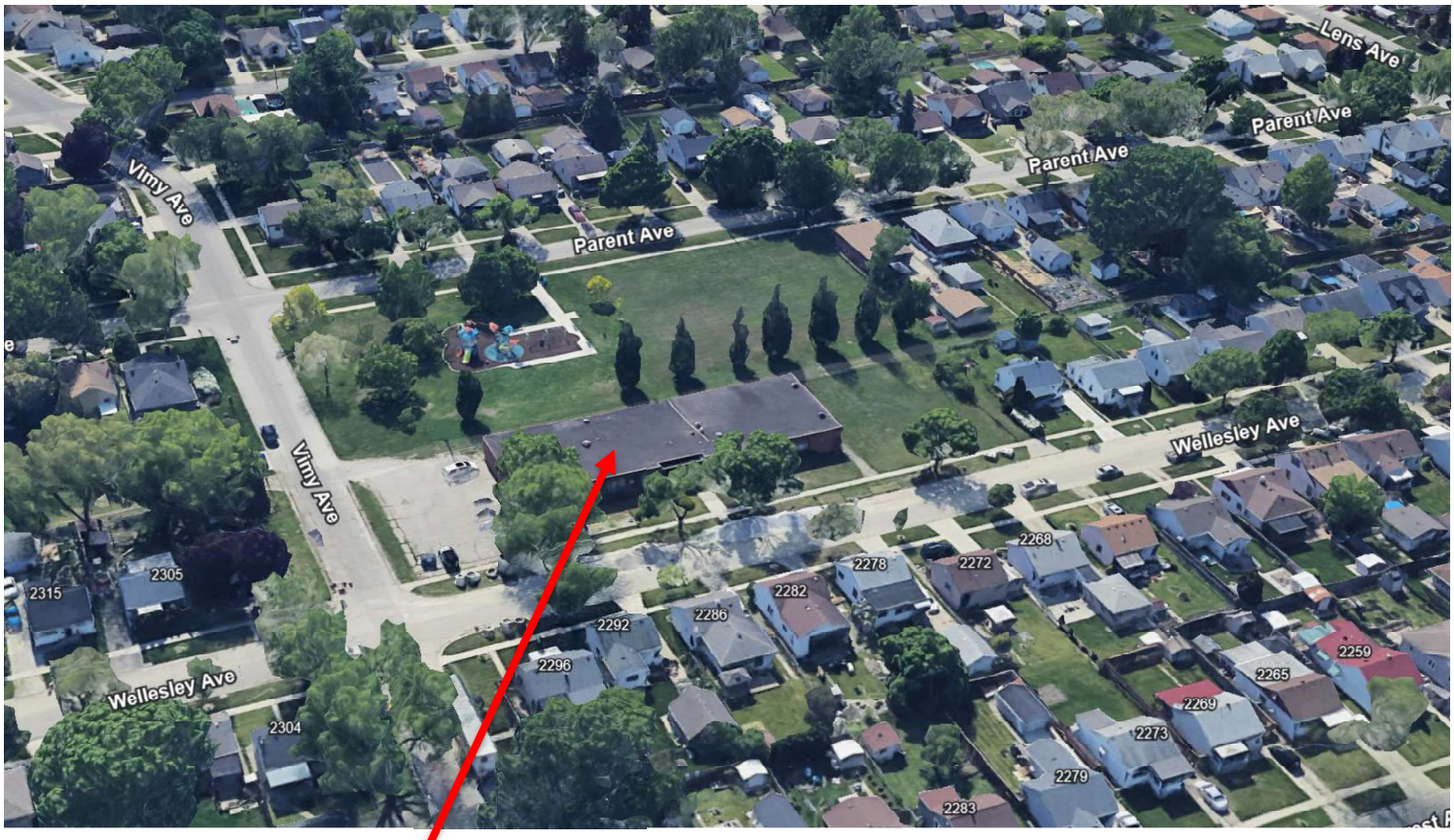
The school was well built and is still in excellent condition for adaptive re-use from institutional use to 8 residential units. The existing property is a considerable size for adaptive re-use and provides outdoor amenity space with only 31% lot coverage and over 52% landscaped open space.

There is individual outdoor amenity space as a patio associated with each unit to be located adjacent to the unit and defined with a wood privacy fence. Behind the subject property is Parent Park providing even more amenity space directly behind the subject lands.

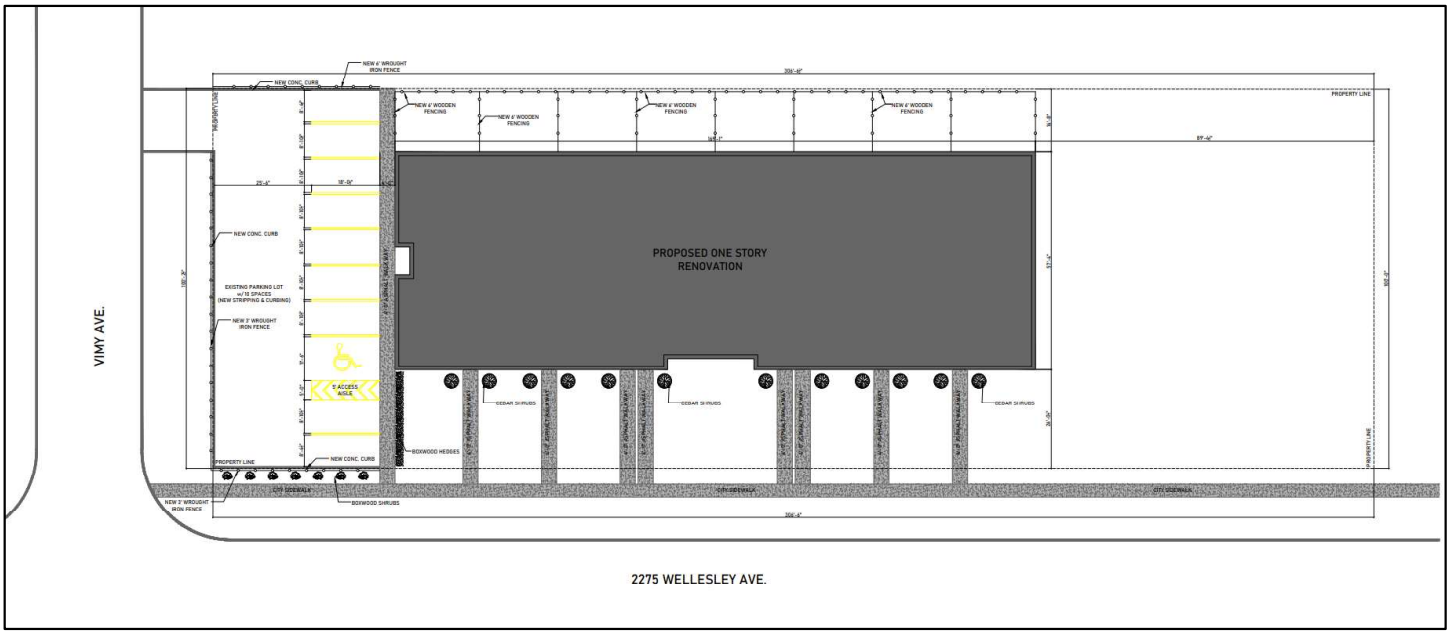
1632 County Road 31 · St. Joachim, ON · N0R 1S0 · C 519-563-8814 · E jackie@lassalineplan.ca



SUBJECT SITE: 2275 WELLESLEY AVENUE



Proposed are interior changes for the conversion of the existing building from institutional to residential. There are two larger units at each end of the building that will have 118.5 m^2 GFA while the six interior units will have 110.5 m^2. Each unit is a 1 bedroom unit, fully contained and being on the ground level, fully accessible.



2275 WELLESLEY AVENUE – SITE PLAN

Exterior changes will be limited to cosmetic changes such as upgraded windows, new doors and brick cleaning. Also, there will be an outdoor patio included at the back of each unit with a wood fence defining the space.

Landscaping will be located on the subject site and includes a decorative black wrought iron fence around the parking area; one to two conical cedars on each townhouse unit front yard; and a boxwood hedge along the Wellsley frontage (on the property) in front of the parking area as a visual buffer while staying out of the site triangle at the corner. There will be a gate for entrance to the parking area from the sidewalk at the side. There will also be a low boxwood hedge along the sidewalk to visually separate the parking from the frontage of the residential units. The intent is to provide a delineation of public from private space.

A 6 ft high board fence will separate the new residential units along the back of the lots as well as between each of the individual patios to provide privacy and again delineate public space of Parent Park from the private backyard units.

The change of the building from institutional to residential suits the interior division of the previously used classrooms easily adapted to townhouse units with common walls between each unit. This will result in an 8 unit townhouse complex units, all connected through a common wall.

Adjacent to the subject lands are modest, one and two storey single detached residences. The existing single storey building being re-adapted from a small elementary school to residential units is consistent and compatible with the existing residential neighbourhood and fits within the profile of the neighbourhood.

1. **PROPOSAL**:

The applicant has requested a Zoning Bylaw Amendment (ZBA) to establish a regulatory framework for the adaptive re-use of the property to residential townhouses. The ZBA will change the zoning from the existing 'Institutional District (ID1.1(257))' to 'Residential District (RD2.3)'. The (RD2.3) zone is an appropriate zone category to apply to the subject lands for the proposed townhouse style housing.

There are FOUR site specific provisions that need to be addressed for the adaptive re-use of the property and building:

i) ***Section 24.28.1.3.5 Front Yard Paving and Surfacing****: "All driveways, access areas and parking spaces, shall be paved and maintained with a hard surface consisting of paving brick or block, asphalt, concrete or any combination thereof."*

ii) ***Section 25.5.20.1. Parking Area Separations****: "A parking area separation shall be provided as follows:*

   a. ***Section 25.5.20.1.2 –*** *3m setback from any street* - at 0m setback;
   b. ***Section 25.5.20.1.3 –*** *0.9m setback from any interior lot line* **-** at 0m setback.

iii) ***Section 24.26.5: Parking Space,*** *visitor parking and accessible parking spots are prohibited in a required front yard.*

The zone change will allow for the conversion of the former school to residential use providing rental units in an alternative style and tenure of housing. The need for housing is critical in Windsor and the provision of rental units within a residential neighbourhood will provide for the missing middle units and will allow for some of the older owners in the neighbourhood to stay and age in place.

The parking relief being requested will accommodate the existing location of the parking with a request for setback reduction, allowance for front yard paving, amount of front yard paving and the location of visitor parking in the front yard of the property. The relief for parking supports the efficient and effective re-use of the paved area and provides an appropriate location of parking for the site: the parking lot is bounded on two sides with a municipal road and on the third by municipal parkland. Particularly as seen in the below aerial, there are no adjacent residential neighbours affected by the requested site specific relief being requested.

The location of the parking lot, in my professional opinion, is the best suited location and providing relief for it's presentation location makes sound planning. With the building existing, there is only one other location on site that could accommodate the parking: the rear yard of the lot. The rear yard with access to Wellesley would impact a number of residences located across the street, adjacent behind the property, and adjacent beside the lot fronting on Wellesley.

This memo has been provided to summarize planning legislative framework and to provide a brief professional planning opinion of the requested Zoning Bylaw Amendment (ZBA). The proposed site development has been reviewed and placed within context of the Provincial Policy Statement (PPS), the City of Windsor Official Plan and the Comprehensive Zoning Bylaw 8600.

Attached are the following documents:
Appendix A – SITE PLAN AND ZONING MATRIX
Appendix B - BUILDING RENDERINGS
Appendix C – 'Open House Flyer'

2. OPEN HOUSE RESULTS:

There were a number of the neighbours who attended the Open House (8 residents) as well as a couple of neighbours who emailed asking for details about the proposal. Once the neighbourhood heard about the retention of the existing building and the adaptive re-use of the building resulting in 8 residential units was positively received. There were no negative receptions of the proposed development.

3. PINCHIN RSC:

In review of title, there does not appear to be any identification of a need for a Record of Site Condition (RSC) and therefore one was not completed based on Pinchin's comments below. If there is further information available in the City records, a RSC will be undertaken prior to the building permit review.

"Pinchin has reviewed the Stage 1: Planning Consultation for Zoning By-Law Amendment (ZBA) letter prepared by the City of Windsor and dated November 22, 2023 and notes the following:

Ontario Regulation 153/04 defines the following property uses:

- *Agricultural or other use;*
- *Commercial use;*
- *Community use;*
- *Industrial use;*
- *Institutional use;*
- *Parkland use;*
- *Residential use;*

The sensitivity levels of each land use are grouped as follows from most sensitive to least sensitive:

1. *Agricultural or other use;*
2. *Residential, parkland and institutional land uses; and*
3. *Commercial, Community and Industrial land uses.*

Section 14 of O.Reg.153/04 discusses in detail, which changes in land use require an RSC. Given that the Site was previously used as a school (institutional land use) the change of property use from institutional to residential does not constitute a change to a more sensitive land use and therefore, an RSC is not required under O.Reg. 153/04, which is mandated by the Ontario Ministry of the Environment, Conservation and Parks.

Tim Mansfield, B.Sc.
Senior Project Manager, Environmental Due Diligence & Remediation
Pinchin Ltd.
225 Labrador Drive, Unit #1, Waterloo, ON N2K 4M8
C: 226.220.7188 |pinchin.com"

3. PROVINCIAL POLICY STATEMENT (PPS):

The following PPS 2024 policies apply to the proposal:

"Section 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, transportation options with multimodal access, employment, public service facilities and other institutional uses (including schools and associated child care facilities, longterm care facilities, places of worship and cemeteries), recreation, parks and open space, and other uses to meet long-term needs;

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

c) improving social equity and overall quality of life for people of all ages, abilities, and incomes, including equity-deserving groups.

*"**Section 2.2 Housing policies**:*

1. *Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected needs of current and future residents of the regional market area by:*
   a) *establishing and implementing minimum targets for the provision of housing that is affordable to low and moderate income households, and coordinating land use planning and planning for housing with Service Managers to address the full range of housing options including affordable housing needs;*
   b) *permitting and facilitating:*
      1. *all housing options required to meet the social, health, economic and wellbeing requirements of current and future residents, including additional needs housing and needs arising from demographic changes and employment opportunities; and*
      2. *all types of residential intensification, including the development and redevelopment of underutilized commercial and institutional sites (e.g., shopping malls and plazas) for residential use, development and introduction of new housing options within previously developed areas, and redevelopment, which results in a net increase in residential units in accordance with policy 2.3.1.3;*
   c) *promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation; and d) requiring transit-supportive development and prioritizing intensification, including potential air rights development, in proximity to transit, including corridors and stations."*

The proposed development is consistent, in my professional opinion, with PPS 2024:

- The subject site is located within the settlement area of the City of Windsor;
- The subject property is within an area designed and designated for residential uses;
- Re-development of the existing infrastructure will provide for a positive adaptive re-use;
- Municipal services are available to the site and there is sufficient servicing capacity to service the re-development;
- The ZBA supports the adaptive re-use of the exiting building and will provide for an appropriate utilization of municipal infrastructure;
- The ZBA supports the provision of parking in an appropriate and efficient manner and in a location that minimizes impact on the neighbourhood;
- The building is existing and as a low profile structure is well suited and compatible with the modest homes of the residential neighbourhood;
- The proposed development will allow for an adaptive re-use of an existing building for an appropriate new use of residential;
- The proposed residential density is consistent and compatible with the existing neighbourhood.
- The ZBA will support the adaptive re-use of the building for rental apartments providing for a range of housing styles and tenures appropriate for the neighbourhood.

In my professional opinion, the requested ZBA to allow for the adaptive re-use of the school for the provision of 8 residential rental units is consistent with the PPS 2024 policy direction for providing for alternative housing style and tenure. The proposal can be considered consistent with healthy community policies of the PPS by providing for an appropriate range and mix of housing types, densities and tenure.

4. CITY OF WINDSOR OFFICIAL PLAN (OP):

The subject lands are designated 'Residential' in the Official Plan for the City of Windsor with the following relevant policies applied to the proposed development:

> ***"Section 3.3.3 NEIGHBOURHOODS***
>
> *Neighbourhoods are the most basic component of Windsor"s urban structure and occupy the greatest proportion of the City. Neighbourhoods are stable, low-to-medium-density residential areas and are comprised of local streets, parks, open spaces, schools, minor institutions and neighbourhood and convenience scale retail services. The three dominant types of dwellings in Windsor"s neighbourhoods are single detached, semi-detached and townhouses.*
>
> *The density range for Windsor"s neighbourhoods is between 20 to 35 units per net hectare. This density range provides for low and some medium-density intensification to occur in existing neighbourhoods. Multiple dwelling buildings with medium and high-densities are encouraged at nodes identified in the Urban Structure Plan."*

The proposed development and requested ZBA conforms with density ranges under the Windsor OP for the following reasons:

- The building is existing with a natural division into 8 townhouse units;
- The residential building is existing as a low profile building and is consistent and compatible with the existing modest, predominate single storey residential homes in the neighbourhood.
- Density of the site results in a low density of 28 units per hectares for the site;

> *"**Section 5.4.8.5** Mandatory Filing of a Record of Site Condition*
>
> *Where a change to a more sensitive property use (as defined in Ontario Regulation 153/04) is proposed, a mandatory filing of a Record of Site Condition is triggered in accordance with provincial legislation. The Record of Site Condition must be filed prior to the issuance of a building permit."*

The proposed ZBA will allow for minor interior modifications to the existing building. Pinchin Environmental has indicated a RSC is not required however If the City determines that one is required a RSC will be completed for the Building Permit.

> *"**6.1.3 Goals**: RESIDENTIAL*
> *In keeping with the Strategic Directions, Council's land use goals are to achieve: Housing suited to the needs of Windsor's residents."*
>
> *"**6.3.1 Objects**: RESIDENTIAL*
> *In order to develop safe, caring and diverse neighbourhoods, opportunities for a broad range of housing types and complementary services and amenities are provided. The following objectives and policies establish the framework for development decisions in Residential areas."*
>
> ***6.3.1.1** To support a complementary range of housing forms and tenures in all neighbourhoods.*
>
> ***6.3.1.2** To promote compact neighbourhoods which encourage a balanced transportation system.*
>
> ***6.3.1.3** To promote residential redevelopment, infill and intensification initiatives in locations in accordance with this plan."*
>
> *"**6.3.2 Policies:** RESIDENTIAL*
>
> ***6.3.2.3** For the purposes of this Plan**, Low Profile housing** development is further classified as follows:*
> *(a) small scale forms: single detached, semi-detached, duplex and row and multiplexes with up to 8 units;*
> *(c) In existing neighbourhoods, compatible with the surrounding area in terms of scale, massing, height, siting, orientation, setbacks, parking and amenity areas."*
>
> "***6.3.2.5 Evaluation Criteria** for a Neighbourhood Development Pattern*
> At the time of submission, the proponent shall demonstrate to the satisfaction of the Municipality that a proposed residential development within an area having a Neighbourhood development pattern is:
> (d) provided with adequate off street parking;
> (e) capable of being provided with full municipal physical services and emergency services;"

The proposed development and requested ZBA conforms with Windsor OP for the following reasons:

- The building and site are existing. The building and site were previously used as a small, single storey neighbourhood public school that is well suited for an adaption to a residential use.

- The site specific ZBA provisions will provide relief for some minor site specific adjustments: front yard paving setback, front yard paving amount, street setback, and visitor parking in the front yard. It is my professional opinion that the ZBA will support the existing parking area's location on the lot that is distance separated from neighbourhood existing residences. The existing position, in my professional opinion, allows for the provision of parking while keeping the use distance separated from the existing neighbourhood residences with the location.

- The proposed adaptive reuse will provide for the missing middle residential units and will allow for some older neighbours to age in place in their existing neighbourhood.

- Municipal services are available to service each unit.

- There is municipal capacity for the additional 8 residential units. The adaptive re-use of the existing building to residential townhouses on municipal services conforms, in my professional opinion, with the OP policies.

- The bylaw requires 1.25 parking space per unit therefore there is a requirement for 10 parking spaces. The existing parking area will accommodate 10 parking spaces providing for 2 visitor parking.

- The proposal conforms with OP policies that encourage complimentary and compact built form housing within an existing neighbourhood.

- Adapting the low profile, single storey school for 8 residential units conforms with the OP policies that promotes compatible uses and buildings of similar height within the neighbourhood of low profile, modest homes. In my professional opinion, the existing low profile building and residential townhouses are compatible with the existing neighbourhood.

- OP policies encourage and support infilling and adaptive reuse such as the proposal when the building and use is compatible with the existing residential neighbourhood.

- The requested ZBA will provide a regulatory framework for the proposed alternative tenure and style of residential units that will support a healthy, diversified residential neighbourhood.

In my professional opinion, the proposed adaptive reuse of a low profile building to a residential use of the former school facility is appropriate for this neighbourhood and will support a diversity of housing style and tenure within an existing residential neighbourhood. The proposed ZBA conforms with relevant policies of the Official Plan in support of sound residential development.

5. CITY OF WINDSOR CZB 8600:

The subject site is presently zoned 'Institutional District (ID1.1(257))' in the Comprehensive Zoning By-law 8600. The request is a ZBA to allow for the adaptive re-use of the former St. Charles Elementary School to 8 residential townhouse units within the City of Windsor.

Townhouse dwelling unit defines the proposed units with common walls separating each unit while each unit has a separate entrance:

> *"**Section 3: Definitions: TOWNHOME DWELLING** means one dwelling vertically divided into a row of three or more dwelling units attached by **common interior walls**, each wall having a minimum area above grade of 10.0 sq. m., and may include, where permitted by Section 5.99.80, additional dwelling units. A semi-detached dwelling is not a townhome dwelling."*

The site specific provision 257 defines a commercial school as an additional use. The above noted site specific provision is not required for the residential townhouse development and should be removed as an additional use.

> *"**Subsection 257:.** For the lands comprising Part Block D, Plan 1119 as in R215679; situated on the west side of Wellesley Avenue between Lens Avenue and Vimy Avenue, a commercial School, with a minimum of 20 on-site parking spaces for the existing structure shall be an additional permitted use. (ZDM7). (ADDED by B/L 24-2010, March 2, 2010).*

A ZBA is required to change the regulations applied to the property from institutional to residential. The (RD2.3) zone appears to be an appropriate zone:

	(RD2.3) PROVISIONS	SUBJECT SITE
PERMITTED BLDG	TOWNHOUSES	8 UNIT TOWNHOUSE COMPLEX
LOT AREA	200 m2 x 8 = 1,600 m^2	2,876 m^2
LOT FRONTAGE	20 m	30.5 m (Vimy Ave)
FRONT YARD SETBACK	6 m	14.6 m (existing)
INTERIOR SIDE YARD	1.2 m	5.1 m (adjacent Parent Park)
LOT COVERAGE	45 %	31.2 %
MAXIMUM BLDG HEIGHT	9 m	4 m
PARKING	1 sp/unit = 8 spaces	10 parking spaces (2 visitor)

There are FOUR site specific provisions that need to be addressed for the adaptive re-use of the property and building:

i) ***Section 24.28.1.3.5 Front Yard Paving and Surfacing****: "All driveways, access areas and parking spaces, shall be paved and maintained with a hard surface consisting of paving brick or block, asphalt, concrete or any combination thereof."*

ii) ***Section 25.5.20.1. Parking Area Separations****: "A parking area separation shall be provided as follows:*

a. ***Section 25.5.20.1.2 –*** *3m setback from any street* - at 0m setback;

b. ***Section 25.5.20.1.3 –*** *0.9m setback from interior side yard* **-** at 0m setback.

iii) ***Section 24.26.5: Parking Space,*** *visitor parking and accessible parking spots are prohibited in a required front yard.*

- The area of the parking lot was originally the playground for the schools and is existing;

- The orientation of the existing building is the width the front lot line along Vimy Street as the shorter lot line dividing the property from the road as defined by the Bylaw:

- The front yard is considered Vimy Street frontage.

- As an existing circumstance, it is more environmentally sound and appropriate from an access perspective to leave the parking lot and access in the present location. It is my professional opinion that the requested relief to recognize the parking located in the front yard is minor.

- The relief for parking supports the efficient and effective re-use of the paved area and provides an appropriate location of parking for the site: the parking lot is bounded on two sides with a municipal road and on the third by municipal parkland. Particularly as seen on the attached aerial, there are no adjacent residential neighbours affected by the requested site specific relief being requested.

- In my professional opinion, is the best suited location and providing relief for it's present location makes sound planning. With the building existing, there is only one other location on site that could accommodate the parking: the rear yard of the lot. The rear yard with access to Wellesley would impact a number of residences located across the street, adjacent behind the property, and adjacent beside the lot fronting on Wellesley.

- Due to the orientation of the existing building, the location of the parking lot is appropriate and can be considered a lower visual impact than moving the parking to Wellesley yard.

- There is landscaping in the form of a 6 ft high fence on the west lot line for privacy; and a black wrought iron fence along the Vimy frontage and a low boxwood hedge (less than 3 ft) along Wellesley exterior side yard in the front yard for visual buffering.

- The building is existing therefore it is not possible to comply with this bylaw provision. This is a minor consideration particularly in light that the only adjacent property is vacant parkland and there are no buildings to obscure views or sight lines or invade privacy with the greater setback.

It is my professional opinion that because the parking lot is existing and the landscaping will provide a buffer, an amendment to these two provisions of the Bylaw are supportable and in my professional opinion when passed, will allow the proposed development to comply with the Bylaw.

6. CONCLUSION:

In my professional opinion, the proposed conversion of the existing school to 8 new residential townhouse units will comply with the Comprehensive Zoning Bylaw 8600 when the bylaw is passed changing the application legislation to 'Residential District 3 (RD3.1)'.

The proposed adaptive re-use of a former elementary school to provide new residential apartments makes sound development. The proposed development adapting an existing low profile, single storey building from a school to a residential townhouse development is appropriate in this location and compatible with the existing low profile residential neighbourhood. The proposed residential re-use of the existing infrastructure is sound and represents a complimentary and compact built form of housing that provides for alternative styles and tenure supporting a healthy community with diversity in housing. The adaptive re-use of .

In my professional opinion the proposed ZBA and requested adaptive re-use of the former St. Charles elementary school :

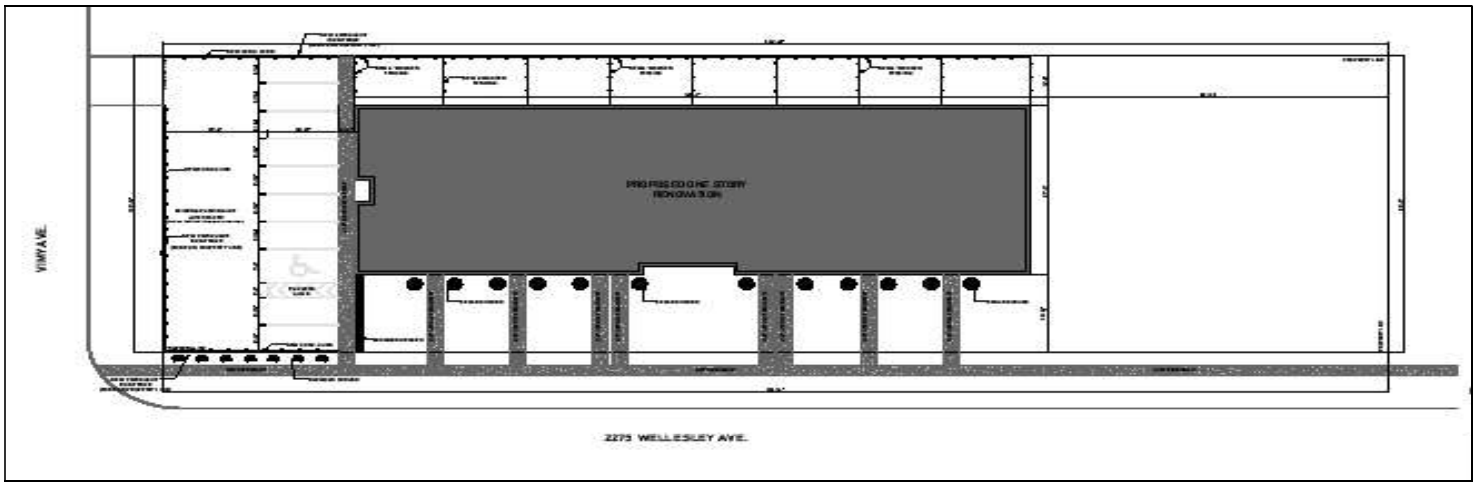
1) is consistent with the policies of the 2020 Provincial Policy Statements;
2) conforms with the relevant policies of the City of Windsor Official Plan;
3) complies the regulations of the Comprehensive Zoning Bylaw 8600; and
4) makes sound planning.

I hereby certify that this report was prepared by Jackie Lassaline RPP MCIP, a Registered Professional Planner within the meaning of the Ontario Professional Planners Institute Act, 1994.

Regards,
Lassaline Planning Consultants

Jacqueline Lassaline
Jackie Lassaline BA MCIP RPP
Owner, Principal Planner

Appendix A SITE PLAN



Appendix B - BUILDING RENDERINGS





WELLESLEY PARKLAND RESIDENCY

Appendix C – 'Open House Flyer'

OPEN HOUSE

JANUARY 25, 2024 I 5:00 P.M. – 7:00 P.M.

850 OUELLETTE AVE., WINDSOR



We are excited to introduce the community to our new development at 2275 Wellesley Ave. This project is conveniently located in a residential area with local amenities and features a redeveloped building with a total of 8 units and parking.

We invite you to come and meet us and attend the Public Open House to learn more about the development. Our project team will be there to welcome guests and discuss comments and questions.

FOR MORE INFORMATION REGARDING THE OPEN HOUSE

PHONE:
519-818-1633
519-890-9614

EMAIL:
altanota@live.com
OR
Jackie Lassaline: jackie@lassalineplan.ca

NuFusion & ASSOCIATES

THE CITY OF WINDSOR ONTARIO, CANADA

Committee Matters: SCM 14/2025

Subject: Zoning By-law Amendment Application for 0 Janette Avenue, Z-037/24 [ZNG-7249], Ward 3

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Angelo Margnani

Decision Number: **DHSC 686**

I. THAT Zoning By-law 8600 **BE AMENDED** by changing the zoning for the lands located on the east side of Janette Avenue between Park Street West and Wyandotte Street West, described as Lot 73, Plan 274 (PIN No. 01195-0501 LT), by adding a site specific provision to allow *One Multiple Dwelling* containing a maximum of six *dwelling units* as an additional permitted *main use*, subject to the following additional regulations:

521. EAST SIDE OF JANETTE AVENUE BETWEEN PARK STREET WEST AND WYANDOTTE STREET WEST

(1) For the lands comprising of Lot 73, Plan 274, PIN No. 01195-0501 LT, one *Multiple Dwelling* containing a maximum of six *dwelling units* shall be an additional permitted *main use* subject to the following additional provisions:

1.	The *Multiple Dwelling* provisions of Section 11.2.5.4 shall apply, save and except Sections 11.2.5.4.1, 11.2.5.4.2 and 11.2.5.4.4.	
2.	Lot Width - minimum	15.0 m
3.	Lot Area - minimum	519.0 m^2
4.	Main Building Height - maximum	10.0 m
5.	Landscape Open Space Yard - minimum	35.0% of lot area
6.	Notwithstanding Table 24.20.5.1, for a *Multiple Dwelling* containing a minimum of 5 Dwelling Units, the minimum required number of *parking spaces* shall be 4;	
7.	Notwithstanding Table 24.30.1, the minimum required number of bicycle parking spaces shall be 10; and,	

8. In addition to the provisions of Section 24.30.20:
    a. Bicycle parking spaces shall be located within a secure area within the Multiple Dwelling, an Accessory Building, and/or fully enclosed Structure having a minimum height of 2.20 metres from the ground adjacent to the bicycle parking spaces; and,
    b. Bicycle parking spaces shall meet the definition of *Long-term bicycle parking space* as defined under the *Bicycle Parking Standards and Guidelines* of the City's *Bicycle Parking Policy*, approved by Council Resolution CR363/2024 on September 9, 2024.
    c. Each bicycle parking space shall be equipped with an electrical outlet with a receptacle sufficient for charging a *power-assisted-bicycle* as defined under Section 1(1) of the *Highway Traffic Act, R.S.O. 1990, c. H.8.*

[ZDM 3; ZNG/7249]; and,

II. That the Applicant **BE REQUESTED** to provide a secure and electrified bicycle parking facility on site for this application.

Carried.

Report Number: S 172/2024
Clerk's File: Z/14890

Clerk's Note:

1. The recommendation of the Development & Heritage Standing Committee and Administration are **NOT** the same.

2. Please refer to Item 7.4 from the Development & Heritage Standing Committee held on January 6, 2025.

3. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20250106/-1/10530

Subject: Zoning By-law Amendment Application for 0 Janette Avenue, Z-037/24 [ZNG-7249], Ward 3

Reference:

Date to Council: January 6, 2025
Author: Brian Nagata, MCIP, RPP
Planner II - Development Review
(519) 255-6543 ext. 6181

Planning & Building Services
Report Date: December 5, 2024
Clerk's File #: Z/14890

To: Mayor and Members of City Council

Recommendation:

I. THAT Zoning By-law 8600 **BE AMENDED** by changing the zoning for the lands located on the east side of Janette Avenue between Park Street West and Wyandotte Street West, described as Lot 73, Plan 274 (PIN No. 01195-0501 LT), by adding a site specific provision to allow *One Multiple Dwelling* containing a maximum of six *dwelling units* as an additional permitted *main use*, subject to the following additional regulations:

521. EAST SIDE OF JANETTE AVENUE BETWEEN PARK STREET WEST AND WYANDOTTE STREET WEST

(1) For the lands comprising of Lot 73, Plan 274, PIN No. 01195-0501 LT, one *Multiple Dwelling* containing a maximum of six *dwelling units* shall be an additional permitted *main use* subject to the following additional provisions:

1.	The *Multiple Dwelling* provisions of Section 11.2.5.4 shall apply, save and except Sections 11.2.5.4.1, 11.2.5.4.2 and 11.2.5.4.4.	
2.	Lot Width - minimum	15.0 m
3.	Lot Area - minimum	519.0 m^2
4.	Main Building Height - maximum	10.0 m
5.	Landscape Open Space Yard - minimum	35.0% of lot area
6.	Notwithstanding Table 24.20.5.1, for a *Multiple Dwelling* containing a minimum of 5 Dwelling Units, the minimum required number of *parking spaces* shall be 5.	

7. Notwithstanding Table 24.30.1, the minimum required number of bicycle parking spaces shall be 2.

8. Notwithstanding Clause .3 in Table 25.5.20.1, the minimum separation for a *parking area* from an *interior lot line* shall be 0.00 m.

[ZDM 3; ZNG/7249]

Executive Summary:

N/A

Background:

Application Information:

Location:	0 Janette Avenue (Lot 73, Plan 274; Roll No. 040-120-04500; PIN No. 01195-0501 LT)
Ward:	3
Planning District:	City Centre
Zoning District Map:	3
Owner:	Andi Shallvari
Applicant:	Same as Owner
Authorized Agent:	Tracey Pillon-Abbs (Pillon Abbs Inc.)

Proposal:

The applicant is requesting an amendment to Zoning By-law 8600 to change the zoning for the lands located on the east side of Janette Avenue between Park Street West and Wyandotte Street West, known municipally as 0 Janette Avenue (the subject property), by adding a site-specific provision to permit One Multiple Dwelling containing a maximum of six (6) dwelling units as an additional permitted main use on the subject property, subject to the following additional provisions.

- The Multiple Dwelling provisions of Section 11.2.5.4 shall apply, save and except Subsections 11.2.5.4.1, 11.2.5.4.2 and 11.2.5.4.4.
    - Lot Width - minimum 15.2 m
    - Lot Area - minimum 521.4 m^2
    - Main Building Height - maximum 10.0 m

- Notwithstanding Section 24.20.5.1: Table 24.20.5.1, the minimum parking rate for a Multiple Dwelling containing a minimum of five (5) Dwelling units shall be four (4) parking spaces.
- Notwithstanding Section 24.30.1.1: Table 24.30.1, the minimum required number of bicycle parking spaces for 1 to 9 parking spaces in a parking area shall be ten.

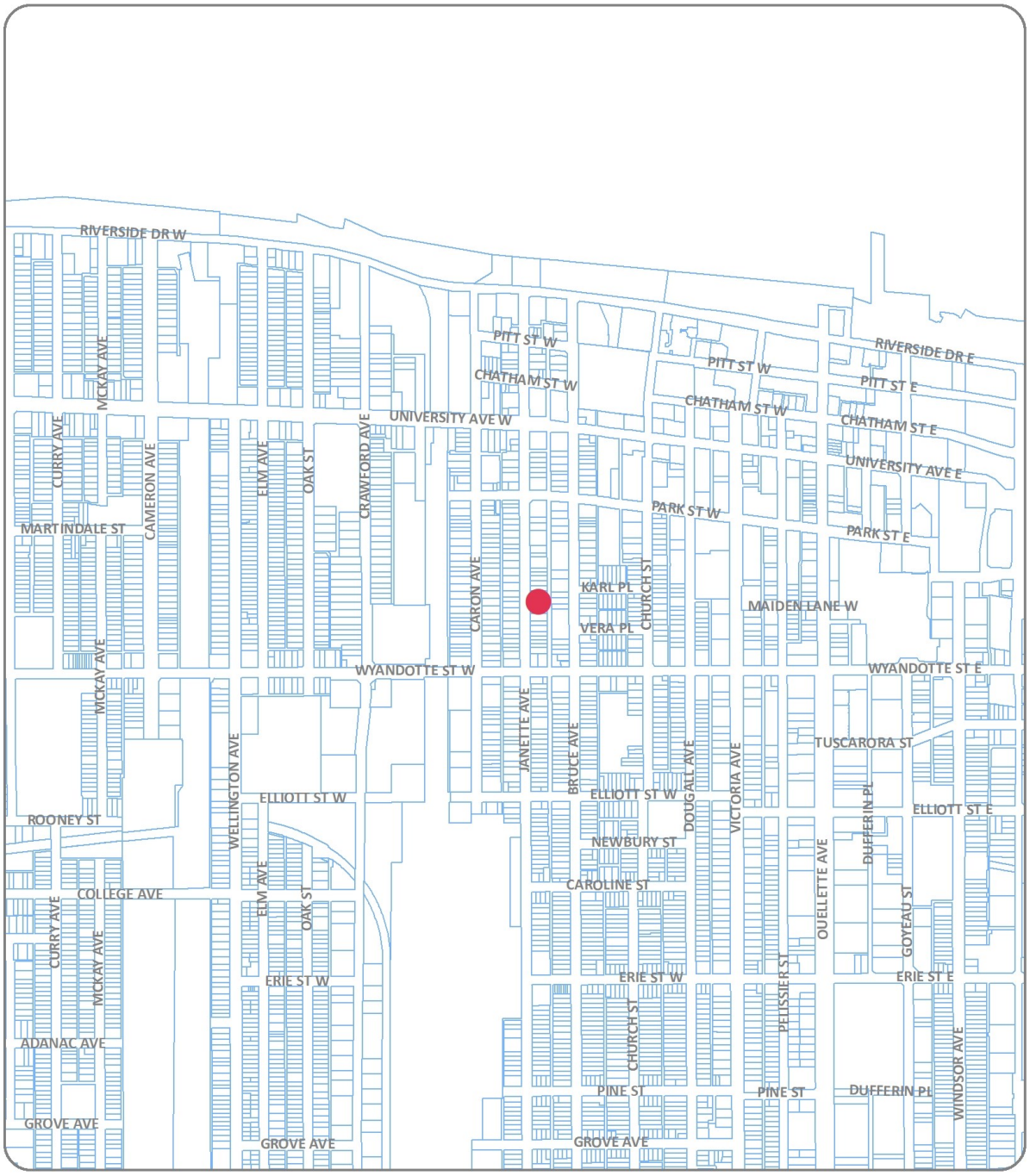
It should be noted that the lot area should be 519.0 m^2. This is based on the Plan of Survey prepared by Verhaegen Land Surveyors, dated December 15, 2023, submitted by the applicant.

Submitted Information: Conceptual Plans (See Appendix A), Deed, Parking Study (See Appendix H), Plan of Survey, Planning Rationale Report (See Appendix I) and Zoning By-law Amendment Application Form

Site Information:

Official Plan	Zoning	Current Use	Previous Use
City Centre	Residential District 2.2 (RD2.2)	Vacant Land	Single Unit Dwelling
Lot Width	**Lot Depth**	**Lot Area**	**Lot Shape**
15.2 m	34.2 m	519.0 m^2	Rectangular
All measurements are based on Plan of Survey prepared by Verhaegen Land Surveyors, dated December 15, 2023			

The subject property is a vacant lot consisting of landscaped open space. The subject property was previously occupied by a Single Unit Dwelling from approximately 1909 to 1989.



KEY MAP - Z-037/24, ZNG/7249

SUBJECT LANDS



PART OF ZONING DISTRICT MAP 3

N.T.S.

REQUESTED ZONING AMENDMENT

Applicant: Andi Shallvari

SUBJECT LANDS

PLANNING & BUILDING DEPARTMENT

DATE : OCTOBER, 2024
FILE NO. : Z-037/24, ZNG/7249



NEIGHBOURHOOD MAP - Z-037/24, ZNG/7249

SUBJECT LANDS

Neighbourhood Characteristics:

The subject property is located on the western side of the City Centre neighbourhood. The City Centre neighbourhood constitutes the area north of Erie Street East and Erie Street West, east of the Canadian Pacific Railway corridor and Janette Avenue (north and south of Wyandotte Street West respectively), south of the Detroit River and west of Marentette Avenue and Howard Avenue (north and south of Cataraqui Street respectively).

Surrounding Land Uses:

North:

- Low density residential
- Medium density residential

East:

- Low density residential
- Residential care facility

South:

- Low density residential
- Mixed use (commercial and residential)

West:

- Low density residential

Municipal Infrastructure:

- Janette Avenue is classified as a Class I Collector Road, which has a two-lane cross section with curbs, gutters and sidewalks on both sides, and streetlights on the east side.
- Combined sewer and watermain are located within the Janette Avenue right-of-way.

Discussion:

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

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

Chapter 2: Building Homes, Sustaining Strong and Competitive Communities

2.1 Planning for People and Homes

Policy 2.1.6 states:

Planning authorities should support the achievement of complete communities by:

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

a. This amendment will allow for the construction of a six (6) unit Multiple Dwelling, further diversifying the range and mix of housing options available in the City Centre neighbourhood.

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

a. Compliance with the Barrier-Free Design requirements of the *Ontario Building Code* and accessibility requirements under *Ontario Regulation 191/11 Integrated Accessibility Standards* to the *Accessibility for Ontarians with Disabilities Act, 2005* will be addressed through the Building Permit application process.
b. This amendment will require one of the five (5) proposed parking spaces to be a Type A accessible parking space with an access aisle.

c) improving social equity and overall quality of life for people of all ages, abilities, and incomes, including equity-deserving groups.

a. This amendment will provide more housing options for individuals who wish to live or remain within the City Centre neighbourhood.

2.2 Housing

Policy 2.2.1 states:

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

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

a. This amendment will allow for the redevelopment of the subject property through intensification, optimizing existing municipal infrastructure and public service facilities, and avoiding unnecessary land consumption.

i. The subject property is serviced by municipal electrical, sanitary, storm and water services.

ii. There is a community centre, public library and schools within proximity to the subject property.

b. Janette Avenue has on-street southbound bike lanes on both sides of the street connecting to the City's multi-use trail system approximately 650.0 metres to the north, via the Bruce Avenue on-street northbound bike lanes.

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

a. The subject property being on a bus route (Dougall 6 Southbound), in proximity to two (2) bus routes (Crosstown 2 and Central 3), and within walking distance of associated transit stops constitutes a transit-supportive development.

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

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

Chapter 2: Building Homes, Sustaining Strong and Competitive Communities	
2.2 Housing	
Policy 2.2.1 - *Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected needs of current and future residents of the regional market area by:*	**Sub Policy b)** *permitting and facilitating:* ***1.*** *all housing options required to meet the social, health, economic and wellbeing requirements of current and future residents, including additional needs housing and needs arising from demographic changes and employment opportunities; and* ***2.*** *all types of residential intensification, including the …., development and introduction of new housing options within previously developed areas, and redevelopment, which results in a net increase in residential units in* *accordance with policy 2.3.1.3;*

2.3 Settlement Areas and Settlement Area Boundary Expansions	
2.3.1 General Policies for Settlement Areas	
Policy 2.3.1.1 - *Settlement areas shall be the focus of growth and development. Within settlement areas, growth should be focused in, where applicable, strategic growth areas, including major transit station areas.*	
Policy 2.3.1.2 - *Land use patterns within settlement areas should be based on densities and a mix of land uses which:*	**Sub Policies a)** *efficiently use land and resources*, **b)** *optimize existing and planned infrastructure and public service facilities*, **c)** *support active transportation*, **d)** *are transit-supportive, as appropriate*
Policy 2.3.1.3 - *Planning authorities shall support general intensification and redevelopment to support the achievement of complete communities, including by planning for a range and mix of housing options and prioritizing planning….*	
2.9 Energy Conservation, Air Quality and Climate Change	
Policy 2.9.1 - *Planning authorities shall plan to reduce greenhouse gas emissions and prepare for the impacts of a changing climate through approaches that:*	**Sub Policy a)** *support the achievement of compact, transit-supportive, and complete communities*
Chapter 3: Infrastructure and Facilities	
3.6 Sewage, Water and Stormwater	
Policy 3.6.2 - *Municipal sewage services and municipal water services are the preferred form of servicing for settlement areas to support protection of the environment and minimize potential risks to human health and safety. For clarity, municipal sewage services and municipal water services include both centralized servicing systems and decentralized servicing systems*	

Official Plan

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

Table 1 - Volume I Schedules

Schedule	Designation
Schedule A - Planning Districts & Policy Areas	City Centre
Schedule A-1 - Special Policy Areas	N/A
Schedule B - Greenway System	Recreationway (Janette Avenue)
Schedule C - Development Constraints	N/A
Schedule C-1 - Archaeological Potential	Archaeological Potential Zone
Schedule D - Land Use	N/A
Schedule E - City Centre Planning District	Residential Low Profile Area
Schedule F - Roads & Bikeways	Class I Collector Road (Janette Avenue) Bikeway (Janette Avenue)
Schedule F-1 - Railways	N/A
Schedule G - Civic Image	N/A
Schedule H - Baseplan Development Phasing	N/A
Schedule J - Urban Structure Plan	N/A

Volume I

Chapter 3 - Development Strategy

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

3.2 - Growth Concept

3.2.1 - Safe, Caring and Diverse Communities

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

Chapter 6 - Land Use:

6.1 Goals

This amendment complies with the following applicable land use goals:

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

6.11 City Centre Planning District

6.11.1 Objectives

The amendment complies with the following applicable City Centre Planning District objective:

- *To foster livable residential neighbourhoods close to employment, shopping and entertainment opportunities.* (Objective 6.11.1.2)

6.11.3 Development Profile Area Policies

Development Profile Area Defined

For the purpose of this Plan, the development profile areas designated on Schedule E: City Centre Planning District establish the maximum height for buildings within distinct sub-areas of the City Centre. Accordingly, the following development profile areas apply to lands within the City Centre Planning District: (Policy 6.11.3.1)

- *(a) Low Profile Area where development is generally no greater than three (3) storeys in height;*
    - This amendment will not permit a development greater than three (3) storeys in height.

6.11.5 Residential Policies

Permitted Uses

Uses permitted in the Residential land use designation identified on Schedule E: City Centre Planning District include: (Policy 6.11.5.1)

- *(a) in areas also designated as Low Profile Area single detached, semi-detached, duplex, and row and multiplex dwelling units with up to 8 units.*

Evaluating Proposals

At the time of submission, residential development proposals in areas designated as Residential on Schedule E: City Centre Planning District shall be evaluated according to policy 6.3.2.5. (Policy 6.11.5.3)

Evaluation Criteria for a Neighbourhood Development Pattern

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

- *(c) In existing neighbourhoods, compatible with the surrounding area in terms of scale, massing, height, siting, orientation, setbacks, parking and amenity areas.*
    - The Planning Department undertook a detailed analysis of the residential properties within 120 metres of the subject property (notification area for a Zoning By-law Amendment under the *Planning Act*), focusing on a variety of factors associated with the criteria set forth under this policy.
    - The purpose of this analysis was to assist in determining if a development permitted through this amendment will be compatible with the established built environment of the study area.
    - The data collected through this analysis is included in the table *attached* hereto as Appendix G.
    - The analysis found the study area to have a diverse built environment, resulting from a buildout occurring over a period of seventeen decades.
    - The key findings of the analysis in relation to the said criteria are detailed below:
        - Amenity Areas, Massing, Orientation, Scale, Setbacks and Siting
            - Lot widths range from approximately 7.6 metres to 60.8 metres, with an average of 13.4 metres.
                - The subject property has a lot width of 15.2 metres.
            - Lot areas range from approximately 121.9 m^2 to 2,142.5 m^2, with an average of 459.6 m^2.
                - The subject property has a lot area of 519.0 m^2.
            - Density currently ranges from approximately 15.3 units per hectare to 452.7 units per hectare, with an average of 47.4 units per hectare.
            - Density with maximum Additional Dwelling Unit (ADU) potential ranges from approximately 32.2 units per hectare to 452.7 units per hectare, with an average of 89.0 units per hectare.
                - This amendment will permit a development with a maximum density of 115.4 units per hectare.

    - It should be noted that a Semi-Detached Dwelling with two (2) ADU's in each Semi-Detached Dwelling Unit for a total of six (6) dwelling units can be established on the subject property under the RD2.2 zoning without requiring a Zoning By-law Amendment or a Minor Variance.

- The applicant is not requesting relief from any of the minimum setback provisions or the maximum lot coverage provision for a Multiple Dwelling under the RD2.2 zoning.
- The study area includes Single Unit Dwellings, Semi-Detached Dwellings, Duplexes, Two (2) Unit Dwellings, Double Duplex Dwellings, Multiple Dwellings containing anywhere from three (3) to forty-five dwelling units, and a Residential Care Facility with 97 residents.
    - The residential dwellings come in various sizes and architectural styles, reflective of their specific use and time of construction ranging from 1869 to date.
- These factors collectively will result in a development with amenity areas, massing, orientation, scale, setbacks and siting consistent with the established built environment (i.e. front yard and rear yard amenity areas, street facing dwelling).
- General Zoning Districts under Zoning By-law 8600 that permit a Multiple Dwelling with more than four (4) dwelling units require a minimum landscaped open space yard of 35.0% of the lot area.
    - The Planning Department is subsequently recommending that a site-specific provision be added to establish a minimum landscaped open space yard of 35.0% of the lot area.
    - This site-specific provision also aims to assist with storm water management and prevent the rear yard from being entirely hard surfaced and potentially becoming a parking area.

- Height
    - Building heights range from one (1) storey to six (6) storeys.
    - The range of building heights are also reflective of their specific use and time of construction.
        - The applicant is requesting a building height of two (2) stories (10.0 metres).
    - The requested increase in building height is complementary to and compatible with the established built environment.

- Parking

    - Parking is provided off the alley or abutting street for the majority of the residential properties.
    - There are a few properties that do not have any parking.
    - Parking is proposed off of the paved alley for the proposed development.

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

Minimum Required Parking

- The applicant is requesting that the minimum number of required parking spaces for the proposed development be reduced from seven (7) to four (4).
- The applicant was required to complete a Parking Study to justify the requested reduction.

    - The Transportation Planning Department, through their comments, confirmed that they do not support the parameters used by the consulting engineers to prepare the Parking Study nor do they agree with the resulting summary and conclusions.
    - The Transportation Planning Department is of the opinion that the requested deficiency will be detrimental to the neighbourhood, placing more pressure on Janette Avenue's already heavily utilized and under strain on-street parking.

- The applicant, Planning Department and Transportation Planning Department, through the preceding Stage 2: Planning Consultation Application process, agreed to a reduction in the minimum number of required parking spaces from seven (7) to five (5) subject to the provision of two (2) bicycle parking spaces.

Storm Water Management Report

- The construction five or more parking spaces constitutes a parking area, which is subject to the provisions of Section 25 of Zoning By-law 8600 and the requirement to prepare a Storm Water Management Report.
- The applicant subsequently requested that the requirement for a Storm Water Management Report (to be submitted as part of a complete Zoning By-law Amendment Application) be waived due to the associated costs.

    - The Planning Department and Engineering Department subsequently met and agreed that for this amendment and other similar amendments moving forward the Storm Water Management Report will be requested at the Building Permit stage, which would only require the applicant to incur the cost if the rezoning is approved.

Cost of Storm Water Management Report and Available Incentives

- In respect to associated costs, the following should be noted:
  - The Engineering Department expects the cost to prepare the Storm Water Management Report to be approximately $3,000.00 to $5,000.00.
  - The Engineering Department does not expect any recommendations of the Storm Water Management Report to result in any major expenditures.
  - The completion of a lot grading plan including a rear yard drain is a prerequisite to the issuance of a Building Permit for this type of residential development.
    - The Engineering Department indicated that modifications to the lot grading plan and rear yard drain should be able to accommodate any additional storm water resulting from the parking area.
  - The subject property is within a Development Charge Exempt Area, which is a savings of $120,426.00 (i.e. six dwelling units x $20,071.00).
  - The proposed development is eligible for funding under the *New Residential Development Grant Program* ($2,500.00 for every new residential unit) offered through the *Downtown Windsor Community Improvement Plan* (DWCIP).
  - The proposed development is eligible for funding under the *Building/Property Improvement Tax Increment Grant Program* [100% of the increase in municipal property taxes for five years, with the possibility of an extension up to a total of ten (10) years, after the project is completed and reassessed] offered through the DWCIP.
    - The 2024 municipal property taxes for the subject property are $391.22.

Recommended Parking Provisions

- The Planning Department is consequently recommending that a site-specific provision be added to include the following additional regulations:
  - Notwithstanding Section 24.20.5.1: Table 24.20.5.1, the minimum parking rate for a Multiple Dwelling containing a minimum of five (5) Dwelling units shall be five (5) parking spaces.
    - The provision of five (5) parking spaces requires one of the parking spaces to be a Type A accessible parking space with an access aisle.
  - Notwithstanding Section 24.30.1.1: Table 24.30.1, the minimum required number of bicycle parking spaces for 1 to 9 parking spaces in a parking area shall be two (2).

        - Notwithstanding Subsection .3 of Section 25.5.20.1: Table 25.5.20.1, the minimum separation for a parking area from an interior lot line shall be 0.00 metres.

            - The subject property does not have sufficient lot width to accommodate the minimum 0.90 metre parking area separations from the interior side lot lines.
            - There is expected to be little to no impact from the reduction due to the location of the parking area off the alley, outside of the view of the public realm.

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

    - Refer to the response provided to PPS Policy 2.2.1.c) herein for details on the municipal physical services available to the subject property.
    - The subject property is served by Essex-Windsor EMS, Windsor Fire & Rescue Services (Fire Hall No. 1) & Windsor Police Service.

Chapter 11 - Tools:

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

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

Policy 11.6.3.3 states:

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

    - *(a) The relevant evaluation criteria contained in the Land Use Chapter of this Plan, Volume II: Secondary Plans & Special Policy Areas and other relevant standards and guidelines;*
    - *(b) Relevant support studies;*
    - *(c) The comments and recommendations from municipal staff and circularized agencies;*
    - *(d) Relevant provincial legislation, policies and appropriate guidelines; and*
    - *(e) The ramifications of the decision on the use of adjacent or similar lands.*

        - This amendment is not anticipated to have any ramifications on the use of adjacent or similar lands.

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

Zoning By-Law

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

The subject property is within a RD2.2 zone of Zoning By-law 8600, which does not permit a Multiple Dwelling containing more than four (4) dwelling units.

The applicant is requesting an amendment to Zoning By-law 8600 to add a site-specific provision to allow One Multiple Dwelling containing a maximum of six (6) dwelling units as an additional permitted main use with a minimum lot width of 15.2 metres, minimum lot area of 519.8 m^2, maximum main building height of 10.0 metres, minimum of four (4) parking spaces and a minimum of ten bicycle parking spaces.

The applicant has submitted a Planning Rationale Report in support of the requested amendment.

The applicant's request has been considered and is supported in this report, save and except for the reduction in required parking spaces from seven (7) to four (4) for reasons noted in the response to Official Plan Policy 6.3.2.5(d) herein. Support of the applicant's request comes in conjunction with the regulations being recommended by the Planning Department herein.

The Planning Department, via November 4, 2024, email, advised the applicant that the requested reduction in required parking spaces will not be supported.

No other zoning deficiencies have been identified or supported.

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

Risk Analysis:

N/A

Climate Change Risks

Climate Change Mitigation:

The proposed development implements *Environmental Master Plan* Objective C1: Encourage in-fill and higher density in existing built areas. Intensification minimizes the impact on the community greenhouse gas emissions. Development within existing communities and neighbourhoods while using currently available infrastructure such as sewers, sidewalks, and public transit helps to mitigate development impact. Situating development in areas with access to active transportation and transit increases the likelihood of residents utilizing various non-vehicular means of utilitarian transportation which collectively reduces the amount of greenhouse gas emissions within the City of Windsor.

Climate Change Adaptation:

The new building may be affected by climate change, in particular with respect to extreme precipitation and an increase in days above 30 degrees. While not the subject of this report, any new construction would be required to meet the current provisions of the Building Code, which would be implemented through the building permit process.

Financial Matters:

N/A

Consultations:

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

The Transportation Planning Department does not support the applicant's request to reduce the required number of parking spaces from seven (7) to four (4). Transportation Planning does however support the Planning Department's recommendation to reduce the required number of parking spaces from seven (7) to five (5).

The applicant hosted a virtual public open house on January 22, 2024, via Zoom. Notice of the open house was issued to owners of properties within 120.0 metres of the subject property. The open house did not have any attendees, nor was any correspondence received to the Notice.

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

Conclusion:

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

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

Planning Act Matters:

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

Greg Atkinson, MCIP, RPP
Manager of Development

Neil Robertson, MCIP, RPP
City Planner

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

JP *JM*

Approvals:

Name	Title
Greg Atkinson	Manager of Development/Deputy City Planner
Neil Robertson	City Planner / Executive Director, Planning & Development Services
Aaron Farough	Senior Legal Counsel, Legal Services & Real Estate
John Revell acting for Jelena Payne	Commissioner, Economic Development
Joe Mancina	Chief Administration Officer

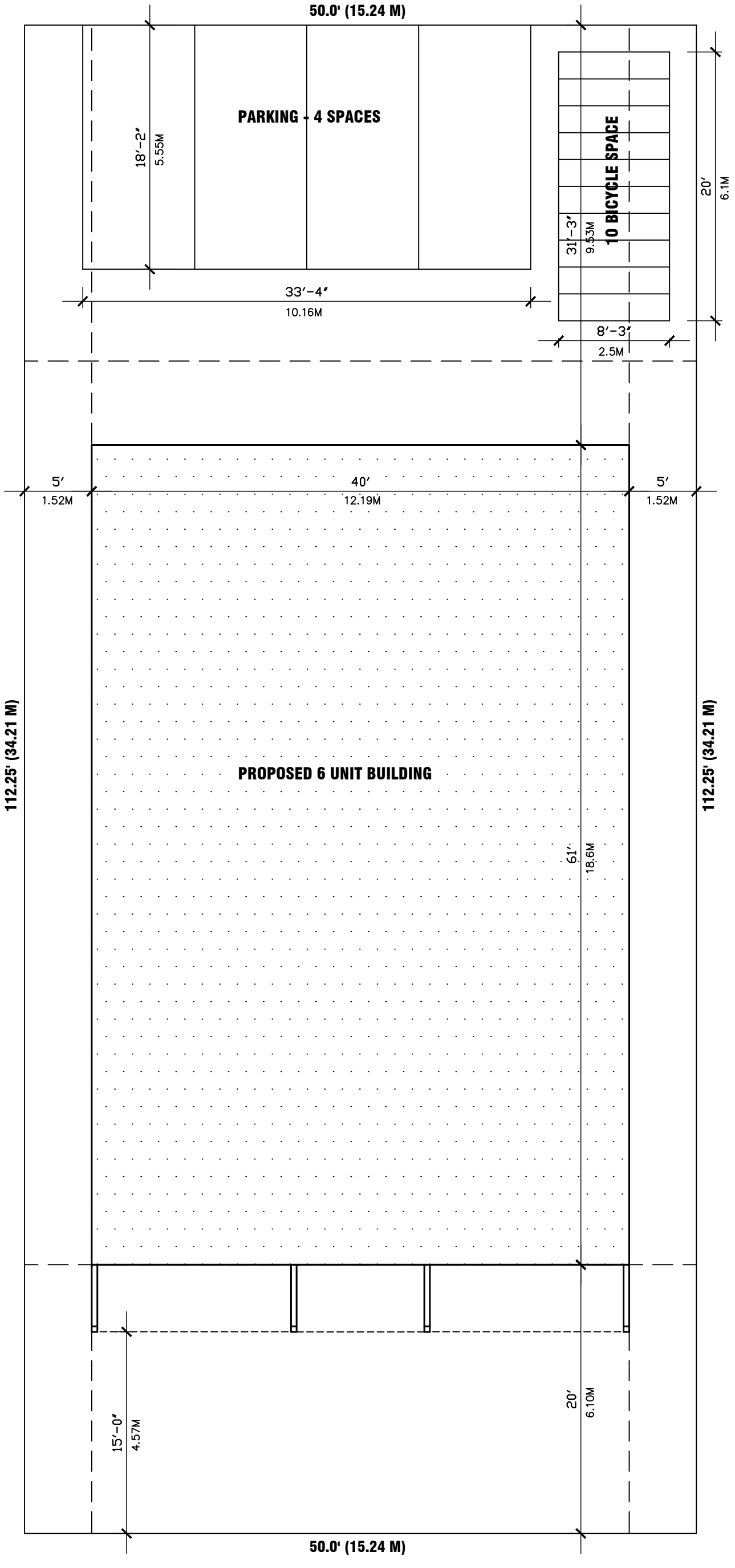
Notifications:

Name	Address	Email
Tracey Pillon-Abbs (Pillon Abbs Inc.)		
Councillor Renaldo Agostino (Ward 3)		
Abutting property owners, tenants/occupants within 200-meter (656 feet) radius of the subject property		

Appendices:

1 Appendix A - Conceptual Plans
2 Appendix B - Site Images
3 Appendix C - Excerpts from Official Plan Volume I
4 Appendix D - Excerpts from Zoning By-law 8600
5 Appendix E - Consultations
6 Appendix F - Draft Amending By-law
7 Appendix G - Zoning Analysis (120 Metre Radius)
8 Appendix H - Parking Study (October 2024)
9 Appendix I - Planning Rationale Report

28' (8.53M) PAVED ALLEY



LOT AREA	5612.5 SF (521.42 SM)	
BUILDING AREA	2440.0 SF (226.68 SM)	43.47%
BALCONY AREAS	200.00 SF (18.58 SM)	3.56%
TOTAL LOT COVERAGE	2640.00 SF (245.26 SM)	47.04%

SITE PLAN

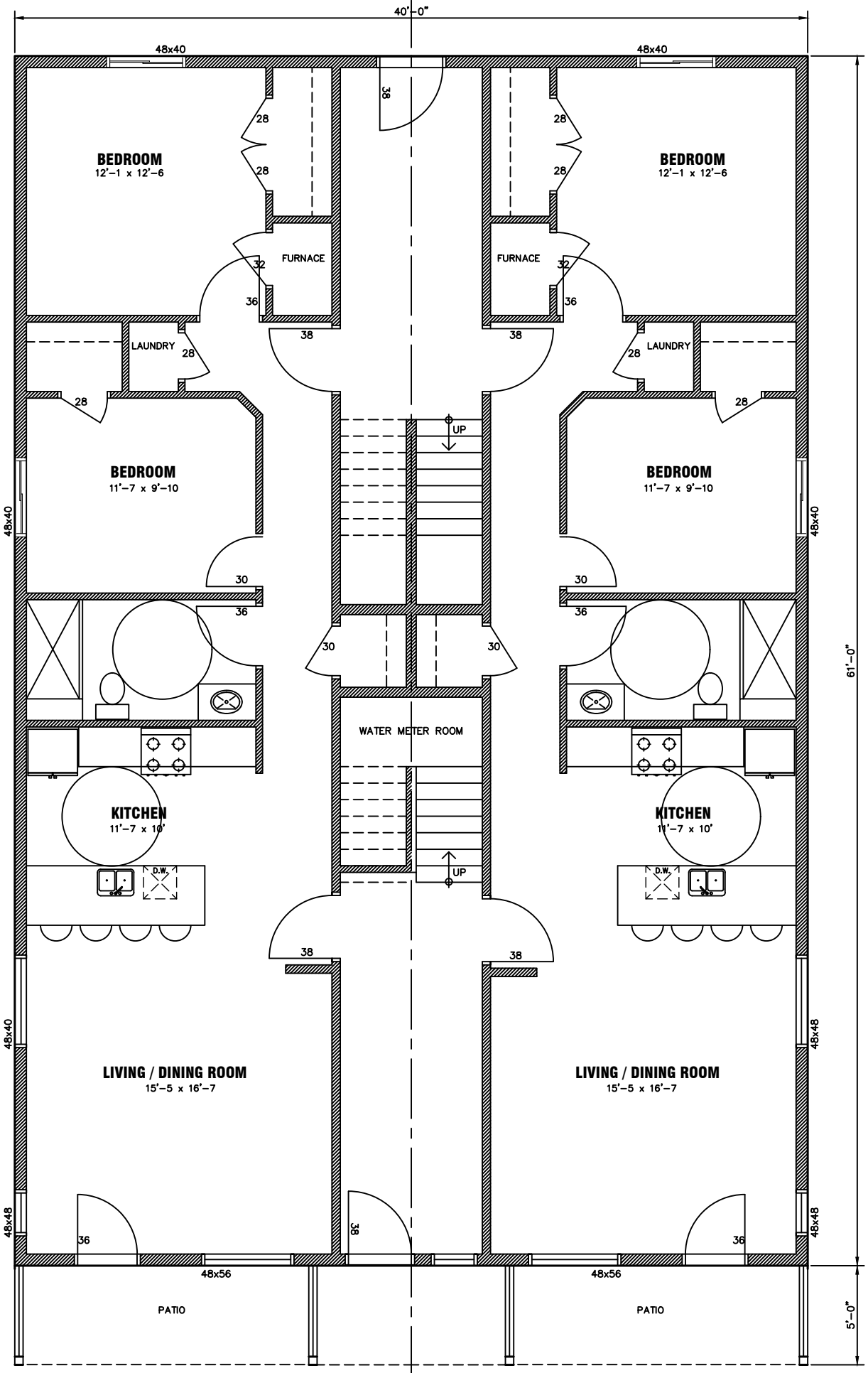
520 JANETTE AVENUE SIX-PLEX

MAY 12, 2024



PROPOSED FRONT ELEVATION

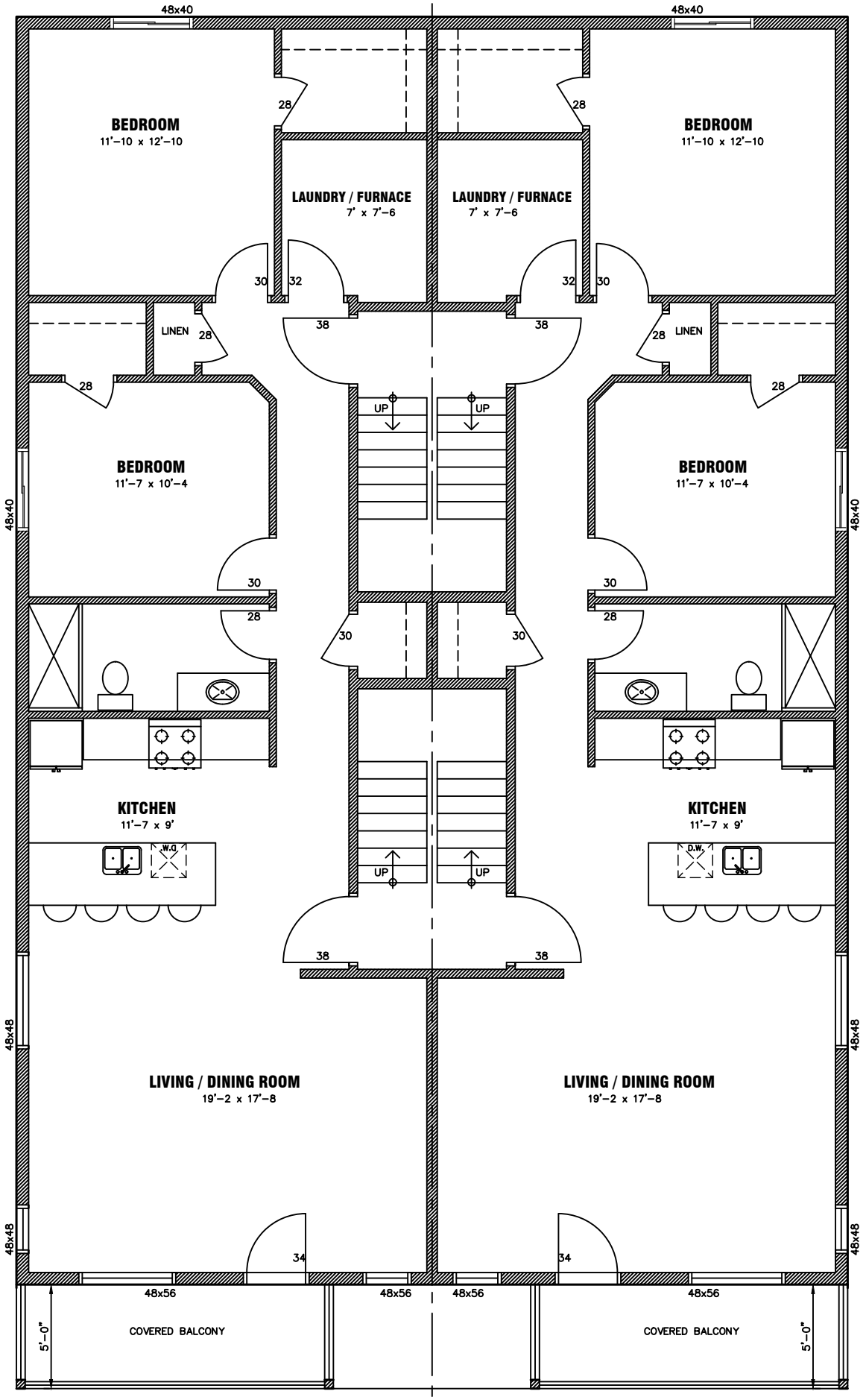
JANETTE SIX-PLEX **DECEMBER 26, 2023**



UNIT AREA 1019 SF

PROPOSED MAIN FLOOR PLAN - ACCESSIBLE

JANETTE SIX-PLEX **DECEMBER 26, 2023**



UNIT AREA 1123 SF

PROPOSED SECOND & THIRD FLOOR PLANS

JANETTE SIX-PLEX **DECEMBER 26, 2023**

APPENDIX “B”
Site Photos (December 2020 Google Street View)



Figure 1 - Looking east towards subject property from Janette Ave (510-512 Janette Ave on left)



Figure 2 - Looking south on Janette Ave (Subject property on left)



Figure 3 - Looking north on Janette Ave (Subject property on right)

APPENDIX "C"
Excerpts from Official Plan Volume I

3. Development Strategy

3.2 Growth Concept

3.2.1 Safe, Caring and Diverse Community

NEIGHBOURHOOD HOUSING VARIETY

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

6. Land Use

6.1 Goals

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

NEIGHBOURHOODS

6.1.1 Safe, caring and diverse neighbourhoods.

RESIDENTIAL

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

RESIDENTIAL INTENSIFICATION

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

6.3 Residential

6.3.2 Policies

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

EVALUATION CRITERIA FOR A NEIGHBOURHOOD DEVELOPMENT PATTERN

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

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

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

(d) provided with adequate off street parking;

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

6.11 City Centre Planning District

6.11.1 Objectives

RESIDENTIAL NEIGHBOURHOODS

6.11.1.2 To foster livable residential neighbourhoods close to employment, shopping and entertainment opportunities.

6.11.3 Development Profile Area Policies

DEVELOPMENT PROFILE AREA DEFINED

6.11.3.1 For the purpose of this Plan, the development profile areas designated on Schedule E: City Centre Planning District establish the maximum height for buildings within distinct sub-areas of the City Centre. Accordingly, the following development profile areas apply to lands within the City Centre Planning District:

(a) Low Profile Area where development is generally no greater than three (3) storeys in height;

6.11.5 Residential Policies

PERMITTED USES 6.11.5.1 Uses permitted in the Residential land use designation identified on Schedule E: City Centre Planning District

(a) in areas also designated as Low Profile Area single detached, semi-detached, duplex, and row and multiplex dwelling units with up to 8 units; and

EVALUATING PROPOSALS 6.11.5.3 At the time of submission, residential development proposals in areas designated as Residential on Schedule E: City Centre Planning District shall be evaluated according to policy 6.3.2.5.

11. Tools

11.6 Zoning

11.6.1 Objectives

COMPATIBLE USES 11.6.1.2 To ensure compatibility between land uses.

11.6.3 Zoning By-law Amendment Policies

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

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

(b) Relevant support studies;

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

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

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

APPENDIX "D"
Excerpts from Zoning By-law 8600

SECTION 11 - RESIDENTIAL DISTRICTS 2. (RD2.)

(B/L 10358 Jul 16/1990; B/L 11093 Jul 20/1992; B/L 12651 Feb 25/1997, Approved by OMB Order R960323; B/L 169-2001 Jun 1/2001; B/L 33-2001 Oct 23/2001, OMB Decision/Order No. 1716 Case No. PL010233; B/L 370-2001 Nov 15/2001; B/L 363- 2002 Dec 31/2002; B/L 142-2006 Aug 24, 2006; B/L 114-2016 Sep 19/2016; B/L 164- 2017 Dec 7/2017; B/L 52-2024 Apr 22/2024)

11.2 RESIDENTIAL DISTRICT 2.2 (RD2.2)

11.2.1 PERMITTED USES

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

11.2.5 PROVISIONS

.1 Duplex Dwelling

.1	Lot Width – minimum	12.0 m
.2	Lot Area – minimum	360.0 m^2
.3	Lot Coverage – maximum	45.0%
.4	Main Building Height – maximum	9.0 m
.5	Front Yard Depth – minimum	6.0 m
.6	Rear Yard Depth – minimum	7.50 m
.7	Side Yard Width – minimum	1.20 m
.10	Gross Floor Area – main building – maximum	400 m^2

.2 Semi-Detached Dwelling

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

.3 Single Unit Dwelling

.1	Lot Width – minimum	9.0 m
.2	Lot Area – minimum	270.0 m^2
.3	Lot Coverage – maximum	45.0%
.4	Main Building Height – maximum	9.0 m
.5	Front Yard Depth – minimum	6.0 m
.6	Rear Yard Depth – minimum	7.50 m
.7	Side Yard Width – minimum	1.20 m
.10	Gross Floor Area – main building – maximum	400 m^2

.4 Double Duplex Dwelling or Multiple Dwelling

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

.5 Townhome Dwelling

.1	Lot Width – minimum	20.0 m
.2	Lot Area – per dwelling unit – minimum	200.0 m^2
.3	Lot Coverage – maximum	45.0%
.4	Main Building Height – maximum	9.0 m
.5	Front Yard Depth – minimum	6.0 m
.6	Rear Yard Depth – minimum	7.50 m
.7	Side Yard Width – minimum	1.20 m

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

SECTION 24 - PARKING, LOADING AND STACKING PROVISIONS

(B/L 8627 Jul 8/1986; B/L 9057 Jul 7/1987; B/L 9882 Jul 31/1989; B/L 10358 Jul 16/1990; B/L 10473 Nov 5/1990; B/L 10993 May 4/1992; B/L 11093 Jul 20/1992; B/L 11157 Sep 21/1992; B/L 11780 Mar 28/1994; B/L 12234 Jul 14/1995; B/L 12429 Jan 8/1996; B/L 12819 Mar 17/1997; B/L 30-1998 Mar 2/1998; B/L 162-1998 Jun 24/1998; B/L 264-1999 Oct 19/1999; B/L 33-2001 Oct 23/2001 OMB Order 1716 PL01023; B/L 370-2001 Nov 15/2001; B/L 363-2002 Dec 31/2002; B/L 92-2003 May 6/2003; B/L 269-2003 Sep 15/2003; B/L 69-2004 Mar 31/2004; B/L 144-2004 Jun 11/2004; B/L 375-2004 Dec 21/2004; B/L 46-2005 Mar 23/2005; B/L 212-2005 Sep 22/2005; B/L 204-2006 Nov 30/2006; B/L 166-2007 Oct 5/2007; B/L 110-2009 Nov 20/2009 OMB Order PL090722 Dec 4/2009; B/L 164-2010 Nov 17/2010; B/L 129-2012 Oct 2/2012; B/L 95-2019 Sep 27/2019)

24.20 PARKING SPACE PROVISIONS

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

(B/L 144-2015 Nov 6/2015; B/L 169-2018 Dec 19/2018)

.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**
Multiple Dwelling containing a minimum of 5 Dwelling units	1.25 for each dwelling unit

SECTION 25 - PARKING AREAPROVISIONS

[ZNG/4249]

(B/L 9057 Jul 7/1987; B/L 12429 Jan 8/1996; B/L 33-2001 Oct 23/2001 OMB Order 1716 PL010233; B/L 370-2001 Nov 15/2001; B/L 167-2003 Jun 27/2003; B/L 167-2003 Jun 27/2)

25.5 GENERAL PROVISIONS

25.5.20 PARKING AREA SEPARATION

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

TABLE 25.5.20.1 - PARKING AREA SEPARATION		
PARKING AREA FROM		MINIMUM SEPARATION
.1	Huron Church Road between the south limit of College Avenue and the north limit of the EC Row Expressway	10.00 m
	Save and except for Parts 4 and 5, Plan 12R-12366 and Part Lots 1346 to 1360, Part Lot 1820 and Part Block A, Registered Plan 1059 (situated on the west side of Huron Church Road, north of Tecumseh Road West)	3.00 m
.2	Any other street	3.00 m
.3	An interior lot line or alley	0.90 m
.4	A rear lot line on a lot located in a Commercial District 3.9	10.00 m
.5	A building wall in which is located a main pedestrian entrance facing the parking area	2.00 m
.6	A building wall containing a habitable room window or containing both a main pedestrian entrance and a habitable room window facing the parking area where the building is located on the same lot as the parking area	4.50 m

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

APPENDIX "E"
Consultations

CALDWELL FIRST NATION COMMUNITY

No comments provided

ENGINEERING - DEVELOPMENT

May 28, 2024 - Comments to Stage 2: Planning Consultation Application

Prior to issuance of a building permit, a detailed Stormwater Management Report will be required to determine the allowable release rate for the site and address all necessary aspects including stormwater quantity and quality requirements

[Juan Paramo - Development Engineer]

ENGINEERING - R.O.W.

No comments provided

ENWIN UTILITIES LTD. - HYDRO ENGINEERING

October 24, 2023 - Comments to Stage 1: Planning Consultation Application

No Objection,

Please note ENWIN has the following hydro distribution:

- Existing 2-27.6kV primary overhead hydro distribution along the east side of the N/S alley at the rear of the above noted address.
- Existing 120/240V secondary overhead hydro distribution along the east side of the N/S alley at the rear of the above noted address.
- Existing 120V streetlight conductors along the east side of Janette Avenue in front of the above noted address.

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

[Jerry Raniwsky - Senior Hydro Engineering Technologist]

ENWIN UTILITIES LTD. - WATER ENGINEERING

October 24, 2023 - Comments to Stage 1: Planning Consultation Application

Water Engineering has no objections. There is an existing 25mm water service for this property.

[Bruce Ogg - Water Project Review Officer]

FORESTRY

October 24, 2023 - Comments to Stage 1: Planning Consultation Application

One privately owned black locust tree was identify at the above property.

The tree was noted to be in fair health at the time of inspection.

It is recommended prior to construction snow fencing, or another suitable barrier be installed around the dripline of the tree.

This will help preserve the health of the tree by reducing/eliminating any soil compaction or grade change.

[Marc Edwards - Supervisor Parks]

PARKS DESIGN & DEVELOPMENT

October 30, 2023 - Comments to Stage 1: Planning Consultation Application

No concerns from Natural Areas and Parks Design & Development while Forestry comments are listed below.

[Sherif Barsom - Landscape Architect]

PLANNING DEPARTMENT - HERITAGE

October 30, 2023 - Comments to Stage 1: Planning Consultation Application

The property is located in an area of high archaeological potential. However, the proposed development 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 and the City's Planning & Building Department, the City's Manager of Culture and Events, and the Ontario Ministry of Citizenship and Multiculturalism must be notified and confirm satisfaction of any archaeological requirements before work can recommence.
2. In the event that human remains are encountered during grading, construction or soil removal activities, all work in that area must be stopped immediately and the site secured. The local police or coroner must be contacted to determine whether

or not the skeletal remains are human, and whether the remains constitute a part of a crime scene. The Local police or coroner will then notify the Ontario Ministry of Citizenship and Multiculturalism and the Registrar at the Ministry of Government and Consumer Services if needed, and notification and satisfactory confirmation be given by the Ministry of Citizenship and Multiculturalism.

Contacts:

Windsor Planning & Building Department:
519-255-6543 x6179, ktang@citywindsor.ca, planningdept@citywindsor.ca
Windsor Manager of Culture and Events (A):
Michelle Staadegaard, (O) 519-253-2300x2726, (C) 519-816-0711, mstaadegaard@citywindsor.ca
Ontario Ministry of Citizenship and Multiculturalism
Archaeology Programs Unit, 1-416-212-8886, Archaeology@ontario.ca
Windsor Police: 911
Ontario Ministry of Government & Consumer Services
A/Registrar of Burial Sites, War Graves, Abandoned Cemeteries and Cemetery Closures, 1-416-212-7499, Crystal.Forrest@ontario.ca

[Tracy Tang - Planner III - Heritage]

PLANNING DEPARTMENT - LANDSCAPE ARCHITECT

October 31, 2023 - Comments to Stage 1: Planning Consultation Application

There are no additional studies required from a landscape architectural or urban design perspective at this time other than the tree inventory requested by the City Forester.

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

TRANSIT WINDSOR

October 17, 2023 - Comments to Stage 1: Planning Consultation Application

Transit Windsor has no objections to this development. The closest existing transit routes to this property are with the Crosstown 2, Central 3, and Dougall 6. The closest existing bus stops to this property are located on Wyandotte at Janette Northwest Corner and Janette at Wyandotte Southwest Corner. Both of these bus stops are approximately 180 metres from this property falling well within our 400 metre walking distance guidelines to a bus stop. This will be maintained with our City Council approved Transit Master Plan.

[Jason Scott - Manager of Transit Planning]

TRANSPORTATION PLANNING

November 22, 2024 - Comments to Zoning By-law Amendment Application

Janette Ave is classified as a Class I Collector Road according to the Official Plan with a required right-of-way width of 21.3 metres per Schedule X of the Official Plan. The current right-of-way width is sufficient; therefore, no conveyance is required.

Transportation planning received and reviewed the Parking Study 520 Janette Ave Residential Development, file number 24-1677, prepared by RC Spencer Associates Inc. dated October 2024. Below are our comments:

- In the submitted parking study engineers use land use code 217, 1-bedroom unit. This is inappropriate as the proposed development has 2-bedroom units. Furthermore, dense multi-use urban is used, we do not feel this is the most appropriate category for this area. Therefore, we reject the parking study.
- Transportation Planning will not support the overflow from this development to use the on-street parking in the area to meet the minimum requirement, as Janette Avenue's on-street parking is already heavily utilized and under strain. The deficiency in parking for the proposed development will be detrimental to the neighbourhood.
- All accesses shall conform to the TAC Geometric Design Guide for Canadian Roads and the City of Windsor Standard Engineering Drawings.
- All exterior paths of travel must meet the requirements of the Accessibility for Ontarians with Disabilities Act (AODA).

June 5, 2024 - Comments to Stage 2: Planning Consultation Application

Considering the street parking situation is same, we still concern about parking deficiency. However, we accept a parking study if it can justify the 2-parking-space reduction.

[Elara Mehrilou - Transportation Planner I]

WALPOLE ISLAND FIRST NATION

No comments provided

WINDSOR POLICE SERVICE

No comments provided

APPENDIX "F"
Draft Amending By-law

B Y - L A W N U M B E R -2024

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

Passed the day of , 2024.

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

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

1. That subsection 1 of Section 20, of said by-law, is amended by adding the following clause:

521. EAST SIDE OF JANETTE AVENUE BETWEEN PARK STREET WEST AND WYANDOTTE STREET WEST

For the lands comprising of Lot 73, Plan 274, PIN No. 01195-0501 LT, one *Multiple Dwelling* containing a maximum of six *dwelling units* shall be an additional permitted *main use* subject to the following additional provisions:

1. The *Multiple Dwelling* provisions of Section 11.2.5.4 shall apply, save and except Sections 11.2.5.4.1, 11.2.5.4.2 and 11.2.5.4.4.
2. Lot Width - minimum 15.0 m
3. Lot Area - minimum 519.0 m^2
4. Main Building Height - maximum 10.0 m
5. Landscape Open Space Yard - minimum 35.0% of lot area
6. Notwithstanding Table 24.20.5.1, for a *Multiple Dwelling* containing a minimum of 5 *Dwelling Units*, the minimum required number of *parking spaces* shall be 5.
7. Notwithstanding Table 24.30.1, the minimum required number of bicycle parking spaces shall be 2.
8. Notwithstanding Clause .3 in Table 25.5.20.1, the minimum separation for a *parking area* from an *interior lot line* shall be 0.00 m.

[ZDM 3; ZNG/7249]

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

1. Item Number	2. Zoning District Map Part	3. Lands Affected	4. Official Plan Amendment Number	5. Zoning Symbol
1	3	Lot 73, Plan 274; PIN 01195-0501 LT (East side of Janette Avenue between Park Street West and Wyandotte Street West)	--	S.20(1)521

DREW DILKENS, MAYOR

CLERK

First Reading - , 2024

Second Reading - , 2024

Third Reading - , 2024

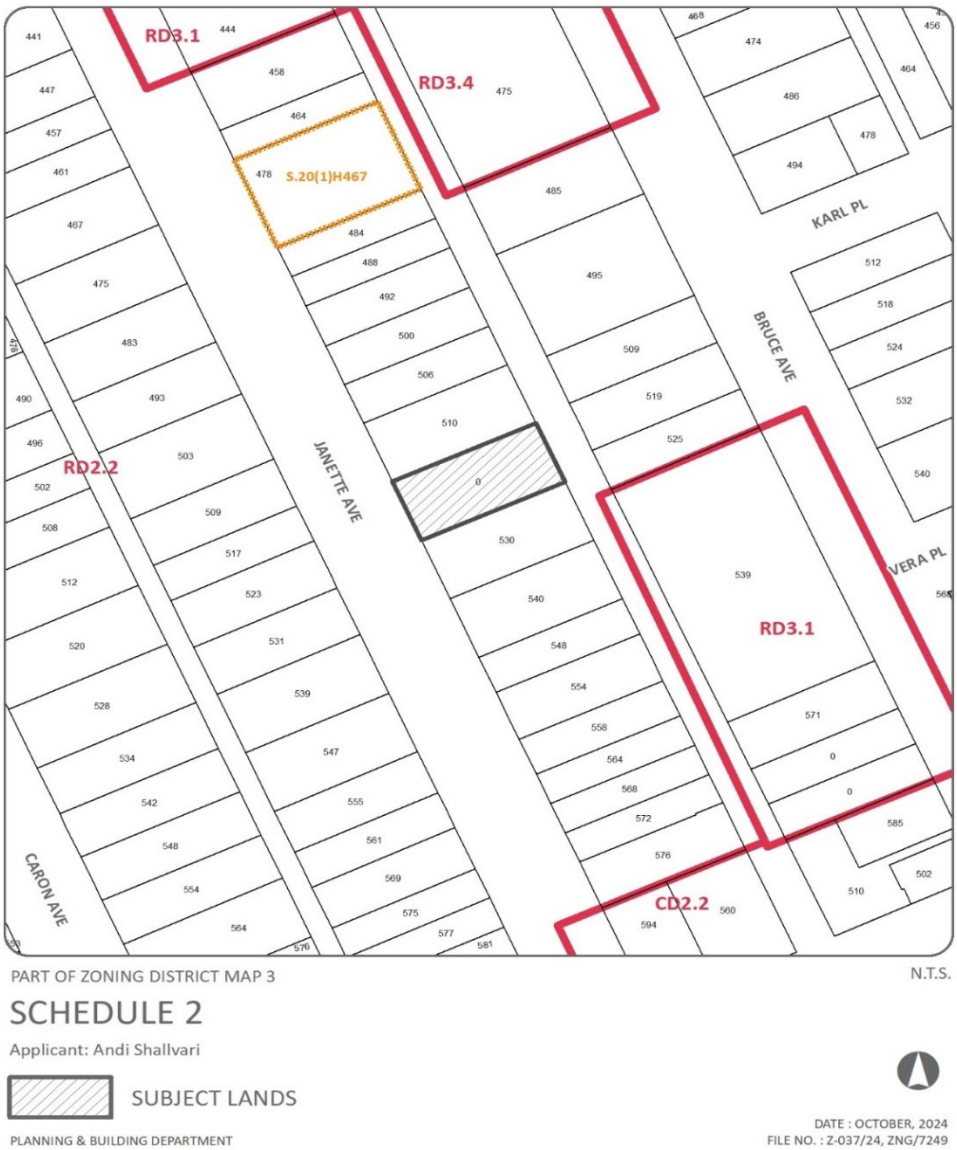
SCHEDULE 2

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

   To amend the zoning of the lands located on the east side of Janette Avenue between Park Street West and Wyandotte Street West, described as Lot 73, Plan 274, PIN 01195-0501 LT, to permit the development of a multiple dwelling containing a maximum of six dwelling units on the subject land.

   The amending by-law adds a site specific provision permitting a multiple dwelling containing a maximum of six dwelling units on a lot with a reduced lot width, lot area, number of required parking spaces and parking area separation from an interior lot line, increased building height, minimum landscaped open space yard, and provision of two bicycle parking spaces.

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



PART OF ZONING DISTRICT MAP 3

N.T.S.

SCHEDULE 2

Applicant: Andi Shallvari

SUBJECT LANDS

PLANNING & BUILDING DEPARTMENT

DATE : OCTOBER, 2024
FILE NO. : Z-037/24, ZNG/7249

APPENDIX "G"

Zoning Analysis (120 metre Catchment Area)
Residential Properties Only

Municipal Address	Use	Storeys	Age of Main Building	Lot Width (m) (Approximate)	Lot Area (m2) (Approximate)	Density (Approximate) (uph)	Density with ADU's (Approximate) (uph)
439-441 Bruce Avenue	Multiple Dwelling (5 Units)	1.75	1900	15.2	534.1	93.6	93.6
460 Bruce Avenue	Multiple Dwelling (6 Units)	2.5	1979	15.2	534.1	112.3	112.3
468 Bruce Avenue	Duplex Dwelling	2	1900	15.2	534.1	37.4	56.2
474 Bruce Avenue	Multiple Dwelling (4 Units)	2	1900	15.2	534.1	74.9	74.9
475 Bruce Avenue	Multiple Dwelling (45 Units)	6	1979	58.8	2,063.0	218.1	218.1
485 Bruce Avenue	Single Unit Dwelling	2	1900	15.2	607.8	16.5	49.4
486 Bruce Avenue	Single Unit Dwelling	2.25	1900	15.2	534.1	18.7	56.2
494 Bruce Avenue	Single Unit Dwelling	1.5	1900	15.2	348.3	28.7	86.1
495-497 Bruce Avenue	Duplex Dwelling	2	1869	26.5	932.3	21.5	32.2
509-511 Bruce Avenue	Multiple Dwelling (3 Units)	2.25	1900	12.2	429.6	69.8	69.8
512 Bruce Avenue	Single Unit Dwelling	1.5	1944	10.4	363.1	27.5	82.6
518 Bruce Avenue	Single Unit Dwelling	1.5	1900	10.1	352.5	28.4	85.1
519 Bruce Avenue	Duplex Dwelling	2	1900	12.2	430.2	46.5	69.7
524 Bruce Avenue	Single Unit Dwelling (1 ADU)	1	1900	10.1	352.5	56.7	85.1
525 Bruce Avenue	Single Unit Dwelling	2.25	1909	10.1	357.5	28.0	83.9
532 Bruce Avenue	Single Unit Dwelling	2.25	1890	15.4	537.9	18.6	55.8
539 Bruce Avenue	Residential Care Facility	2.25	C.1909	60.8	2,142.5	452.7	452.7
540 Bruce Avenue	Single Unit Dwelling	2.5	1911	19.2	397.9	25.1	75.4
568 Bruce Avenue	Single Unit Dwelling	1.75	1909	16.2	446.0	22.4	67.3
570-572 Bruce Avenue	Duplex Dwelling	1.5	1900	11.2	389.9	51.3	77.0
571 Bruce Avenue	Dwelling (2 Units)	1.5	1900	12.4	431.7	46.3	46.3
0 Bruce Avenue	Vacant Land	N/A	N/A	9.2	320.8	0.0	0.0
0 Bruce Avenue	Vacant Land	N/A	N/A	9.2	323.7	0.0	0.0
580 Bruce Avenue	Single Unit Dwelling	2	1899	11.4	427.3	23.4	70.2
585 Bruce Avenue	Single Unit Dwelling	2.25	1910	12.6	294.5	34.0	101.9
586 Bruce Avenue	Single Unit Dwelling	2.25	1900	12.2	427.3	23.4	70.2
460 Caron Street	Single Unit Dwelling	2.25	1920	12.2	457.3	21.9	65.6
468 Caron Street	Single Unit Dwelling	1.75	1895	10.2	381.3	26.2	78.7
474 Caron Street	Single Unit Dwelling	1.75	1908	10.2	381.6	26.2	78.6
478 Caron Street	Single Unit Dwelling	1.75	1908	10.2	381.9	26.2	78.6
490-492 Caron Street	Double Duplex Dwelling	2	1908	15.2	573.2	69.8	69.8
496-498 Caron Street	Duplex Dwelling	2	1908	11.2	420.7	47.5	71.3
502 Caron Street	Single Unit Dwelling	1.5	1905	9.1	344.5	29.0	87.1

APPENDIX "G"

Zoning Analysis (120 metre Catchment Area)
Residential Properties Only

508 Caron Street	Single Unit Dwelling	1.5	1907	10.2	383.0	26.1	78.3
512-514 Caron Street	Duplex Dwelling	1.25	1910	15.2	575.0	34.8	52.2
513-515 Caron Street	Semi-Detached Dwelling	2.25	1911	15.2	650.2	30.8	92.3
520 Caron Street	Single Unit Dwelling	2.25	1908	15.2	575.6	17.4	52.1
523 Caron Street	Single Unit Dwelling	1.75	1910	15.2	651.6	15.3	46.0
528 Caron Street	Single Unit Dwelling	1.25	1910	15.2	576.1	17.4	52.1
529 Caron Street	Single Unit Dwelling	1.5	1908	14.3	610.5	16.4	49.1
534-536 Caron Street	Semi-Detached Dwelling	2	2024	11.9	449.8	44.5	133.4
542 Caron Street	Single Unit Dwelling	2.5	1910	11.3	427.1	23.4	70.2
548 Caron Street	Single Unit Dwelling	1	1989	11.3	427.4	23.4	70.2
554 Caron Street	Single Unit Dwelling	1.5	1910	11.3	427.7	23.4	70.1
564 Caron Street	Duplex Dwelling	1.5	1910	15.2	578.5	34.6	51.9
576 Caron Street	Single Unit Dwelling	1.5	1915	15.2	579.1	17.3	51.8
584 Caron Street	Single Unit Dwelling	1.5	1921	8.8	332.5	30.1	90.2
588 Caron Street	Single Unit Dwelling	1.5	1910	10.1	382.7	26.1	78.4
441 Janette Avenue	Multiple Dwelling (4 Units)	2	1900	15.2	521.3	76.7	76.7
447 Janette Avenue	Single Unit Dwelling	1.5	1910	12.2	417.0	24.0	71.9
457 Janette Avenue	Single Unit Dwelling	2.25	1900	8.5	291.9	34.3	102.8
458 Janette Avenue	Multiple Dwelling (3 Units)	1.75	1900	15.2	521.3	57.5	57.5
461 Janette Avenue	Duplex Dwelling	2	1993	9.8	333.7	59.9	89.9
464 Janette Avenue	Multiple Dwelling (3 Units)	1.5	1910	7.6	260.7	115.1	115.1
467 Janette Avenue	Duplex Dwelling	2	1907	15.2	521.3	38.4	57.5
475 Janette Avenue	Single Unit Dwelling	2	1900	15.2	521.3	19.2	57.5
478 Janette Avenue	Multiple Dwelling (4 Units)	2	2021	22.9	782.0	51.2	51.2
483 Janette Avenue	Duplex Dwelling	2	1900	15.2	521.3	38.4	57.5
484 Janette Avenue	Semi-Detached Dwelling Unit	1	2023	7.6	260.7	38.4	115.1
488 Janette Avenue	Semi-Detached Dwelling Unit	1	2023	7.6	260.7	38.4	115.1
492 Janette Avenue	Single Unit Dwelling	2.25	1908	10.4	354.5	28.2	84.6
493 Janette Avenue	Dwelling (2 Units)	2.25	1900	13.4	458.8	43.6	43.6
500 Janette Avenue	Single Unit Dwelling	2.25	1908	10.1	344.1	29.1	87.2
503 Janette Avenue	Single Unit Dwelling	1.5	1900	15.2	583.9	17.1	51.4
506 Janette Avenue	Multiple Dwelling (4 Units)	2.25	1908	10.1	344.1	116.3	116.3
509-511 Janette Avenue	Single Unit Dwelling	1.5	1900	12.2	417.1	24.0	71.9
510-512 Janette Avenue	Single Unit Dwelling	2	1910	15.2	521.3	19.2	57.5
517 Janette Avenue	Single Unit Dwelling	1.5	1909	9.2	312.8	32.0	95.9
0 Janette Avenue	Vacant Land	N/A	N/A	15.2	519.8	0.0	0.0
523-525 Janette Avenue	Single Unit Dwelling	2.25	1900	12.2	417.0	24.0	71.9
530 Janette Avenue	Vacant Land	N/A	N/A	15.2	521.3	0.0	0.0

APPENDIX "G"

Zoning Analysis (120 metre Catchment Area)
Residential Properties Only

531 Janette Avenue	Single Unit Dwelling	2.25	1900	12.2	417.0	24.0	71.9
539-543 Janette Avenue	Single Unit Dwelling	2	1906	15.2	521.3	19.2	57.5
540 Janette Avenue	Single Unit Dwelling	2.25	1900	15.2	521.3	19.2	57.5
547 Janette Avenue	Single Unit Dwelling	1.75	1900	15.2	521.3	19.2	57.5
548 Janette Avenue	Single Unit Dwelling	1.5	1910	9.1	312.8	32.0	95.9
554 Janette Avenue	Single Unit Dwelling	1.5	1910	12.2	417.1	24.0	71.9
555 Janette Avenue	Duplex Dwelling	1.75	1910	10.7	364.9	54.8	82.2
558 Janette Avenue	Single Unit Dwelling	1	1907	9.1	312.8	32.0	95.9
561 Janette Avenue	Single Unit Dwelling	1	1995	9.1	312.8	32.0	95.9
564 Janette Avenue	Single Unit Dwelling	1.5	1920	7.6	260.7	38.4	115.1
568 Janette Avenue	Single Unit Dwelling	1.5	1900	7.6	260.7	38.4	115.1
569 Janette Avenue	Single Unit Dwelling	2.25	1900	10.7	364.9	27.4	82.2
572 Janette Avenue	Single Unit Dwelling	2	1920	7.6	258.5	38.7	116.0
575 Janette Avenue	Duplex Dwelling	2	1900	7.6	259.5	77.1	115.6
576 Janette Avenue	Single Unit Dwelling	2	1921	11.9	408.8	24.5	73.4
577 Janette Avenue	Dwelling (2 Units)	2	1903	7.6	256.3	78.0	78.0
581-587 Janette Avenue	Multiple Dwelling (4 Units)	2	C.1909	15.2	521.3	76.7	76.7
456 Karl Place	Single Unit Dwelling	1.75	1903	9.1	348.3	28.7	86.1
457 Karl Place	Single Unit Dwelling	1	2002	9.1	278.6	35.9	107.7
464 Karl Place	Single Unit Dwelling	1.25	1925	9.1	348.3	28.7	86.1
469 Karl Place	Multiple Dwelling (4 Units)	2	1925	9.1	277.5	144.1	144.1
478 Karl Place	Single Unit Dwelling	1.5	1925	12.2	185.8	53.8	161.5
464 Vera Place	Single Unit Dwelling	1	1900	18.3	556.1	36.0	36.0
465 Vera Place	Dwelling (2 Units)	1.75	1927	9.1	277.5	72.1	72.1
474-480 Vera Place	Double Duplex Dwelling	2.25	1900	14.3	275.0	145.4	145.4
479-481 Vera Place	Semi-Detached Dwelling	2	1924	12.2	121.9	82.0	492.2
Average				13.4	459.6	47.4	89.0
High							
Low							
Subject Property							

520 JANETTE AVENUE RESIDENTIAL DEVELOPMENT WINDSOR, ON

PARKING STUDY

Prepared by:

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

File No.: 24-1677 October 2024

520 JANETTE AVENUE RESIDENTIAL DEVELOPMENT, WINDSOR, ON

PARKING STUDY (OCTOBER 2024)

Table of Contents

Introduction and Background 1

ITE Parking Generation Manual vs. Windsor Bylaw Requirements 1

Summary and Conclusions 3

Appendix A – Site Plan

Appendix B – ITE Parking Generation References

- Multifamily Housing (Low-Rise)
    - Per Dwelling Unit

INTRODUCTION AND BACKGROUND

A low-rise residential apartment building is proposed for a vacant lot located at 520 Janette Avenue, in Windsor, Ontario. The subject property is located on the east side of Janette Avenue, between Park Street West and Wyandotte Street West. Park Street West is an east / west collector roadway running from Caron Avenue at the west to Ouellette Avenue at the east. Wyandotte Street West is an arterial roadway that starts at Mill Street west of Highway 3 and continues east to Banwell Road. This development is proposed for construction in a single phase and is to be serviced via the alley between Janette Avenue and Bruce Avenue.

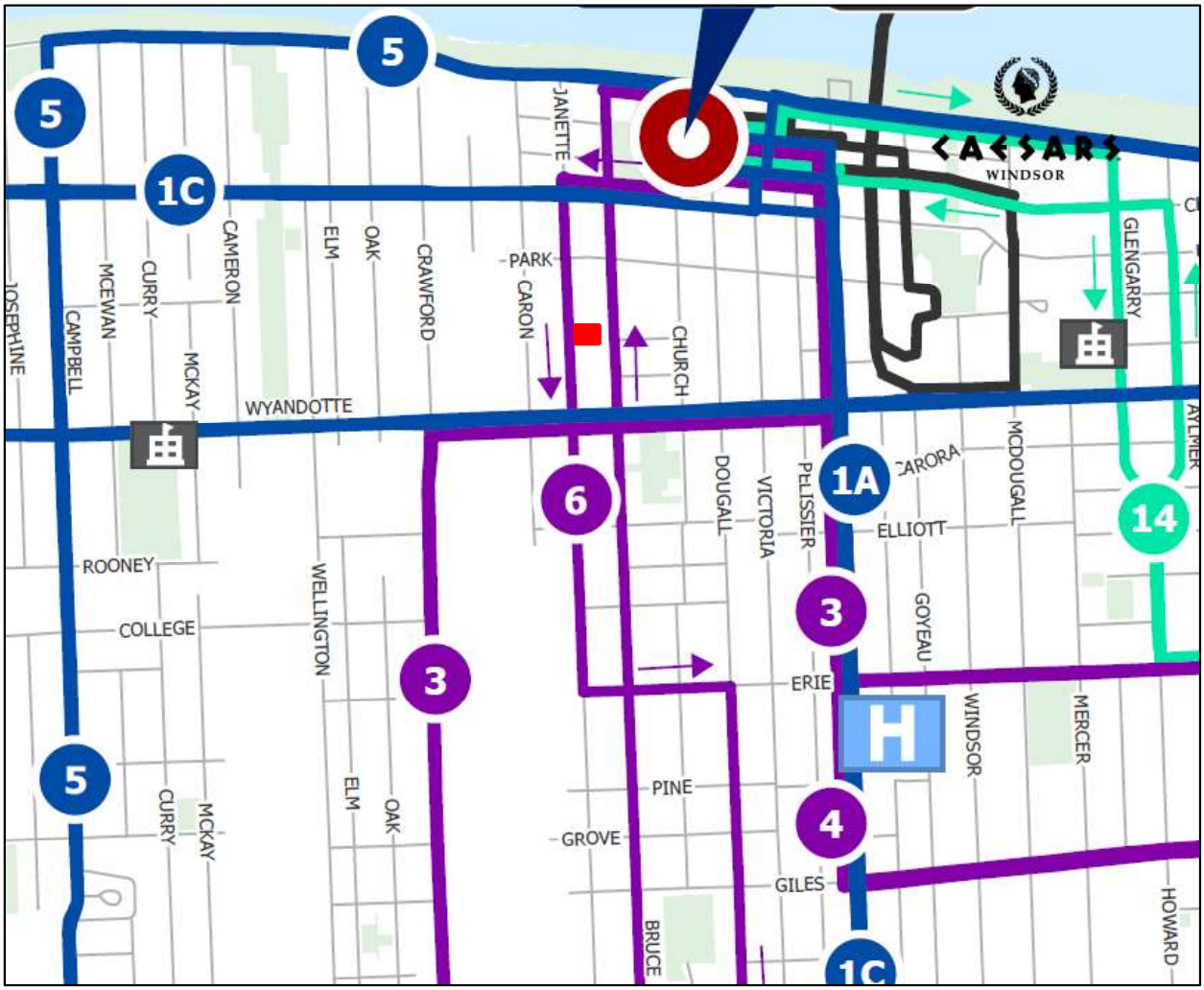
The developer is proposing a 3-storey residential building comprised of 12 bedrooms within six dwelling units. Two units are to be included on each floor. The development is to be supplemented by four vehicle parking spaces and ten bicycle parking spaces. The site plan is provided in **Appendix A**.

The City's zoning bylaw (minimum 1.25 parking spaces per unit) requires at least 7.5 spaces for the six units; accordingly, a variance is required for the shortfall of three parking spaces. Transportation Planning has indicated that they will accept the proposal if a parking study can sufficiently justify the reduction in required parking spaces. Therefore, the purpose of this study is to evaluate the anticipated peak parking demand versus the proposed on-site parking supply.

ITE PARKING GENERATION MANUAL VS. WINDSOR BYLAW REQUIREMENTS

The Institute of Transportation Engineers (ITE) Parking Generation Manual (6th Edition) reports parking demand studies and statistics from various land uses across North America. For a multifamily low-rise residential development (Land Use Codes 217 and 220), parking demand can be estimated based on the number of dwelling units (according to the number of bedrooms in the building). As referenced in **Appendix B**, the ITE's average rate for 2+ bedrooms (per dwelling unit) suggests that a minimum parking supply of 7.6 parking spaces should sufficiently accommodate the peak parking demand. According to the developer, the units are small and will be marketed to retirees as a large 1-bedroom plus den / office or flex space. If these are marketed as 1-bedroom units, the ITE's average rate for 1-bedroom units (per dwelling unit) suggests a minimum of 5.6 parking spaces. Furthermore, since the subject location is technically within a Dense Multi-Use Urban area (defined as *a fully developed area [or nearly so], with diverse and interacting complementary land uses, good pedestrian connectivity, and convenient and frequent transit*), the ITE's average rate for 1-bedroom units (per dwelling unit) suggests that a minimum of 3 parking spaces could be sufficient for the proposed residential building.

Although the proposed parking supply may sufficiently accommodate the peak parking demand on its own, transit and active transportation options were also evaluated. Currently, Windsor Transit provides two Route 6 stops within approximately 200m of the site, with one on Janette Avenue at Park Street West and another at Wyandotte Street West; this route travels past the subject site. Additional transit routes are provided along Wyandotte Street West. The below Windsor Transit map depicts the routes available around the site; the site is identified with a red box:



Active transportation facilities are also provided within the study area; sidewalks are provided on both sides of Janette Avenue, and dedicated bicycle lanes are provided on Janette Avenue. Although not required by the City of Windsor, the developer is proposing ten on-site bicycle parking spaces to supplement the on-site vehicle parking; this provision should encourage increased resident use of alternative active transportation options.

Several destinations are also located within walking / bicycling distance of the development (like fast-food venues and commercial establishments, etc.), so walking and / or cycling transportation modes are likely. Therefore, due to the anticipated modal split, it is the engineers' opinion that the proposed on-site parking supply should adequately accommodate the subject development's peak parking demand.

Finally, it should also be noted that on-street parking is permitted on Janette Avenue. Parking is permitted on alternate sides of the street depending on the month of the year. The on-street parking and the dedicated bicycle lanes alternate by the month.

Realistically, the proposed parking supply is in keeping with current sustainability policies intended to encourage non-auto modes of travel, particularly within built-out and mature neighbourhoods. Furthermore, by limiting the availability of on-site vehicle parking, the developer is being proactive in encouraging an increased modal split for the subject area.

Based on the provided metrics and area characteristics, it is the engineers' opinion that the four proposed on-site parking spaces could sufficiently accommodate the peak parking demand generated by the proposed 6-unit, 12-bedroom, low-rise residential building.

SUMMARY AND CONCLUSIONS

A low-rise residential apartment building is proposed for a vacant lot located at 520 Janette Avenue, in Windsor, Ontario. The subject property is located on the east side of Janette Avenue, between Park Street West and Wyandotte Street West. This development is proposed for construction in a single phase and is to be serviced via the alley between Janette Avenue and Bruce Avenue. The developer is proposing a 3-storey residential building comprised of six dwelling units; the development is to be supplemented by four vehicle parking spaces and ten bicycle parking spaces.

The City's zoning bylaw (minimum 1.25 parking spaces per unit) requires 7.5 spaces for the six units; the ITE Parking Generation Manual (6th Edition) references suggest that a minimum parking supply of five spaces could accommodate the subject development's six units (if marketed to retirees). However, if the Dense Multi-Use Urban subcategory is applied, a minimum of 3 parking spaces could sufficiently accommodate the site's peak parking demand. Furthermore, on-street parking is also permitted on Janette Avenue, and the proposed development is close to existing active transportation facilities and reliable transit options. Therefore, it is anticipated that the site's modal split could further reduce the peak parking demand.

Accordingly, it is the engineers' opinion that the proposed on-site parking supply of four parking spaces and ten bicycle parking spaces should adequately accommodate the peak parking demand generated by the subject low-rise residential development proposal.

All of which is respectfully submitted,

RC Spencer Associates Inc.

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

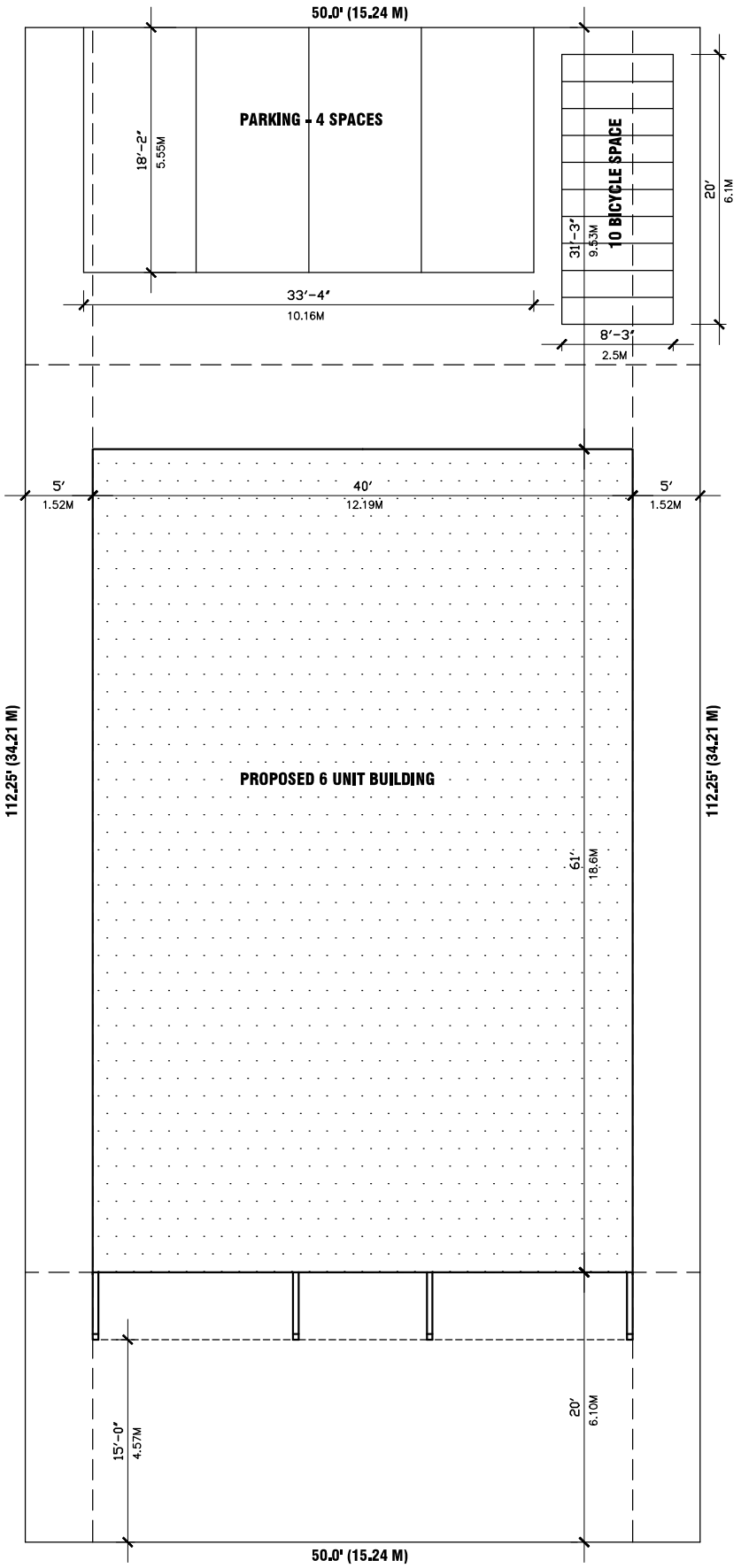
Richard C. Spencer, M.A.Sc., P.Eng., PE
Consulting Engineer &
Fellow ITE Member
President / Windsor Office Manager





Appendix A

SITE PLAN



LOT AREA	5612.5 SF (521.42 SM)	
BUILDING AREA	2440.0 SF (226.68 SM)	43.47%
BALCONY AREAS	200.00 SF (18.58 SM)	3.56%
TOTAL LOT COVERAGE	2640.00 SF (245.26 SM)	47.04%

SITE PLAN

520 JANETTE AVENUE SIX-PLEX

MAY 12, 2024

Appendix B

ITE PARKING GENERATION MANUAL – 6TH EDITION REFERENCES

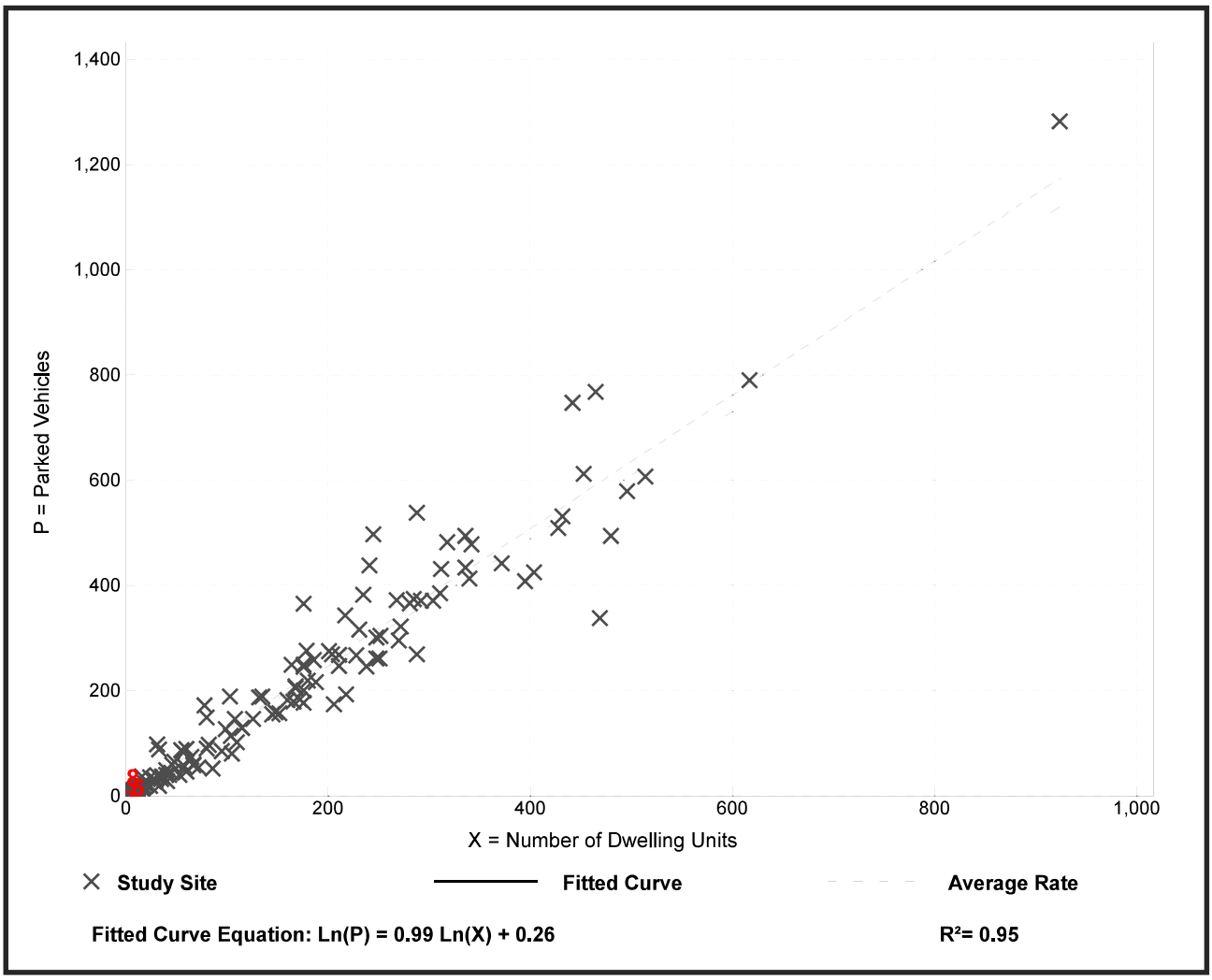
Multifamily Housing - 2+ BR (Low-Rise) - Not Close to Rail Transit
(220)

Peak Period Parking Demand vs: **Dwelling Units**
On a: **Weekday (Monday - Friday)**
Setting/Location: **General Urban/Suburban**
Number of Studies: 143
Avg. Num. of Dwelling Units: 154

Peak Period Parking Demand per Dwelling Unit

Average Rate	Range of Rates	33rd / 85th Percentile	95% Confidence Interval	Standard Deviation (Coeff. of Variation)
1.27	0.58 - 3.16	1.07 / 1.59	1.22 - 1.32	0.29 (23%)

Data Plot and Equation



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

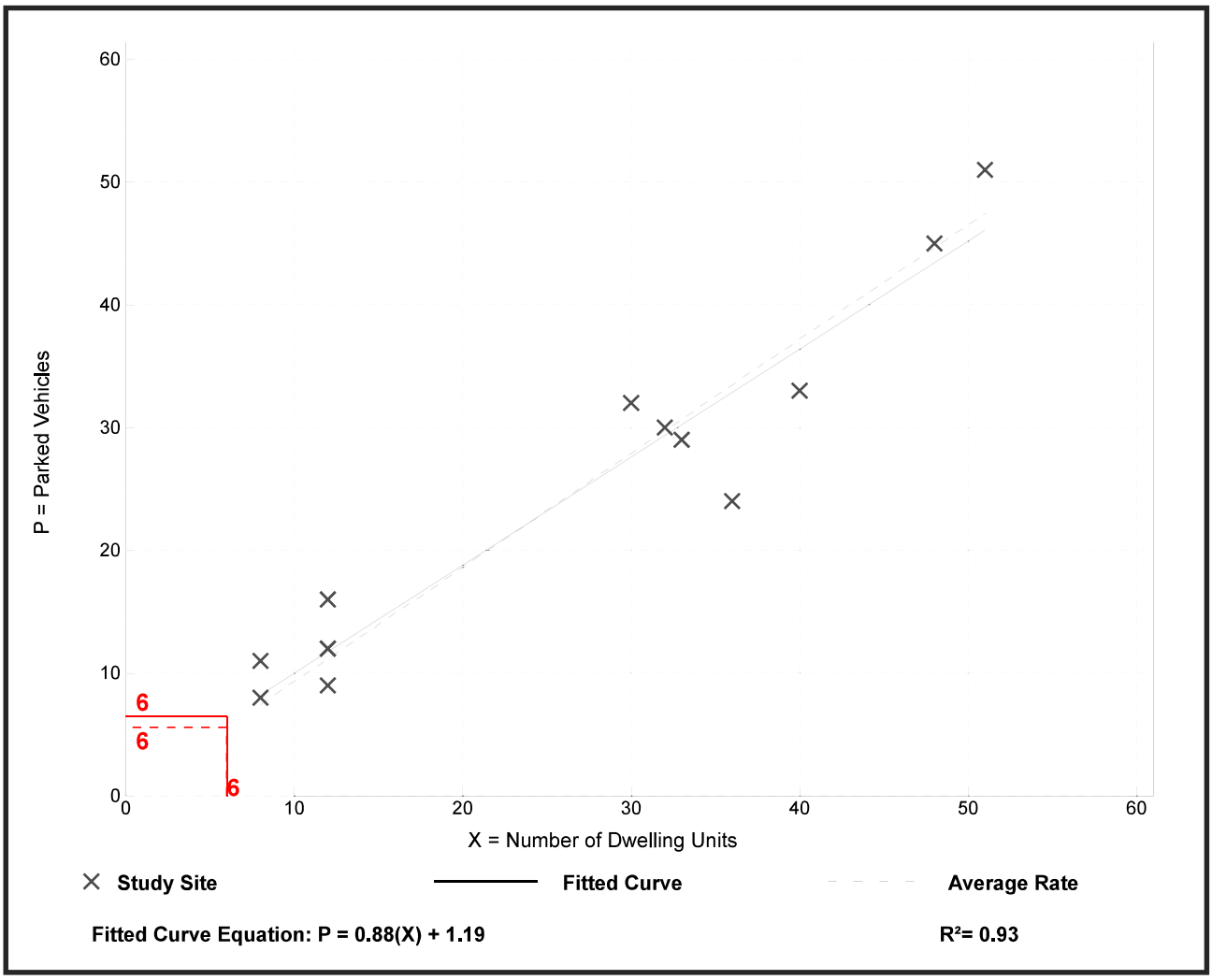
Multifamily Housing - 1 BR (Low-Rise) - Not Close to Rail Transit
(217)

Peak Period Parking Demand vs:	**Dwelling Units**
On a:	**Weekday (Monday - Friday)**
Setting/Location:	**General Urban/Suburban**
Number of Studies:	14
Avg. Num. of Dwelling Units:	25

Peak Period Parking Demand per Dwelling Unit

Average Rate	Range of Rates	33rd / 85th Percentile	95% Confidence Interval	Standard Deviation (Coeff. of Variation)
0.93	0.67 - 1.38	0.88 / 1.27	***	0.16 (17%)

Data Plot and Equation



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

Multifamily Housing - 1 BR (Low-Rise) - Not Close to Rail Transit
(217)

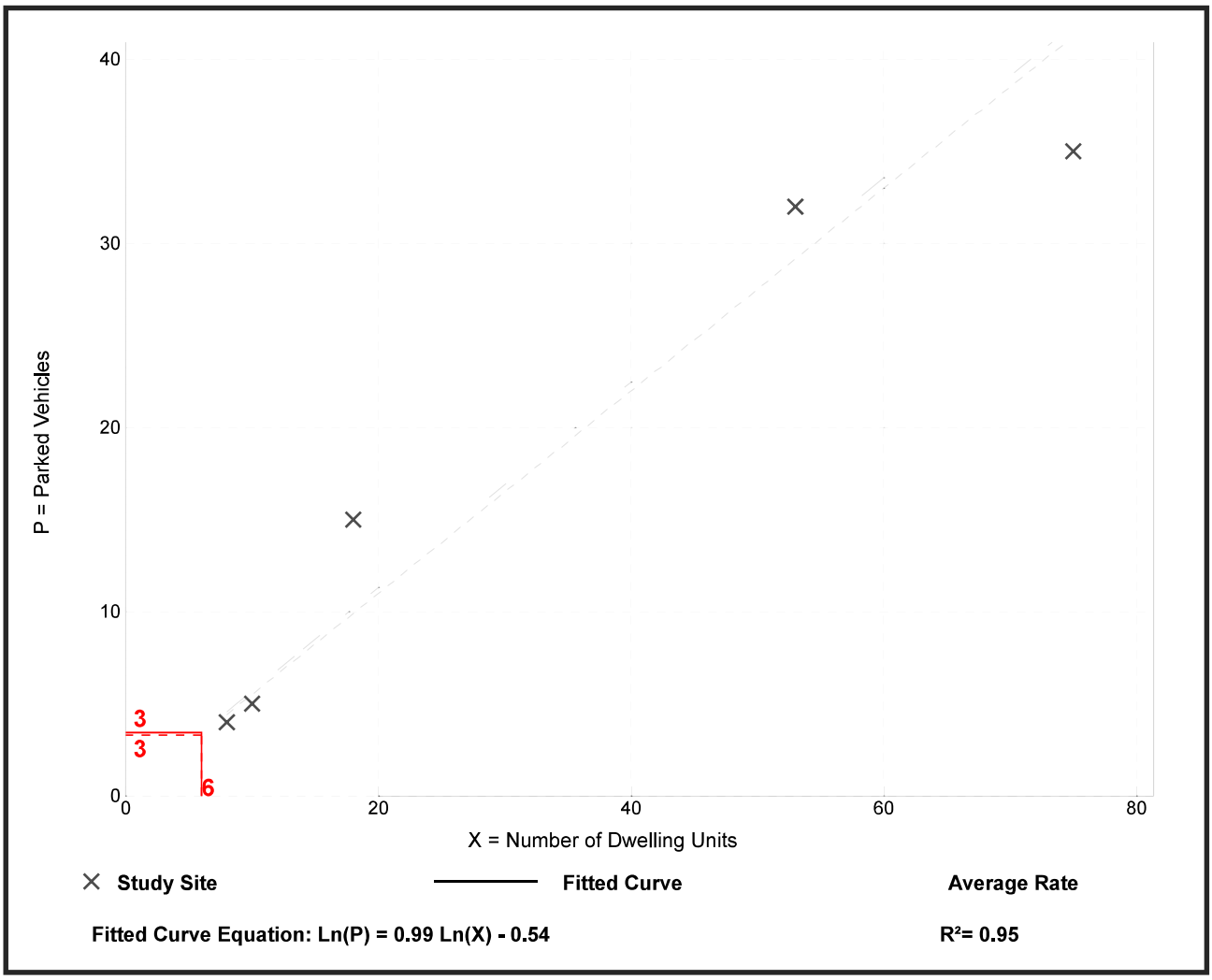
Peak Period Parking Demand vs: **Dwelling Units**
On a: **Weekday (Monday - Friday)**
Setting/Location: **Dense Multi-Use Urban**
Number of Studies: 5
Avg. Num. of Dwelling Units: 33

Peak Period Parking Demand per Dwelling Unit

Average Rate	Range of Rates	33rd / 85th Percentile	95% Confidence Interval	Standard Deviation (Coeff. of Variation)
0.55	0.47 - 0.83	0.50 / 0.83	***	0.13 (24%)

Data Plot and Equation

Caution – Small Sample Size



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

PLANNING RATIONALE REPORT (SCOPED)

ZONING BY-LAW AMENDMENT

PROPOSED RESIDENTIAL DEVELOPMENT

0 Janette Avenue

City of Windsor, Ontario

October 15, 2024

Prepared by:

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1.0 INTRODUCTION

I have been retained by Andi Shallvari (herein the “Applicant”) to provide a scoped land use Planning Rationale Report (PRR) in support of a proposed development to be located at 0 Janette Avenue (herein the “Site”) in the City of Windsor, Province of Ontario.

The Site, in Ward 3 (City Centre Planning District), is made up of one (1) interior parcel of land, which is currently vacant.

The Site is located on the east side of Janette Avenue, north of Wyandotte Street West and south of Park Street West between 510-512 Janette Avenue and 530 Janette Avenue.

It is proposed to construct a new three (3) storey multiple dwelling. A total of six (6) residential units are proposed.

The proposed housing choice is considered a ‘missing middle’ development.

A total of 4 parking spaces are proposed, with access off the paved alley into the rear yard.

The Site has access to full municipality services.

The tenure of each unit will be rentals.

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

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

Pre-consultation (stage 1) was completed by the Applicant (City File #PC-042/23) and pre-submission (stage 2) (City File #PC-015/24).

The purpose of this report is to review the relevant land use documents, including the Provincial Planning Statement 2024 (PPS), the City of Windsor Official Plan (OP), and the City of Windsor Zoning By-law (ZBL).

This PRR will show that the proposed development is suitable development, is consistent with the PPS, conforms to the intent and purpose of the OP and ZBL, and represents good planning.

2.0 SITE AND SURROUNDING LAND USES

2.1 Legal Description and Ownership

The Site is made up of one (1) interior parcel of land, which is currently vacant.

The Site is located on the east side of Janette Avenue, north of Wyandotte Street West and south of Park Street West between 510-512 Janette Avenue and 530 Janette Avenue (see the area in red on Figure 1 – Site Location).

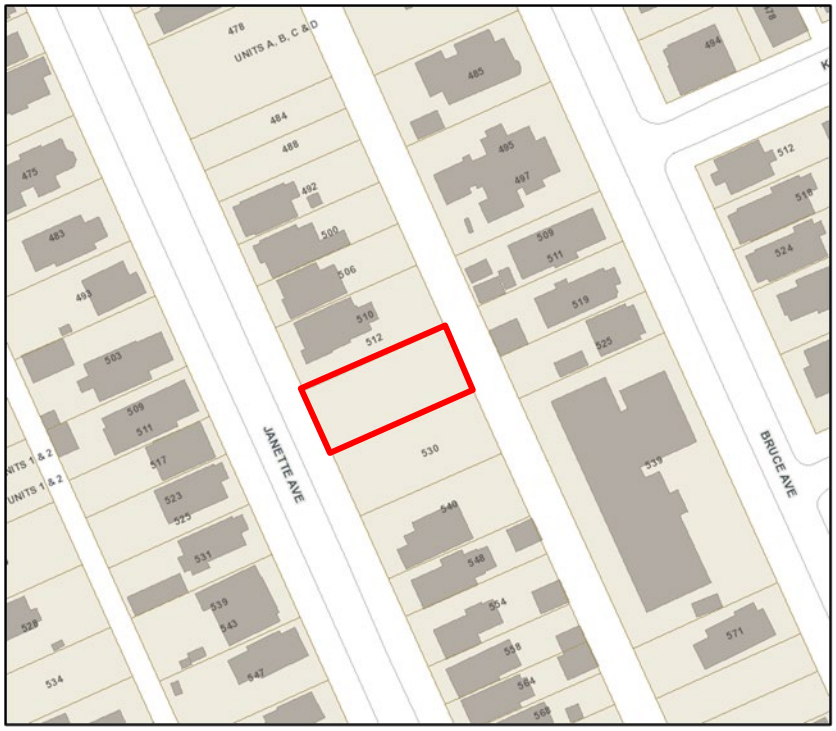


Figure 1 – Site Location (Source: Windsor GIS)

The Site is part of the (City Centre Planning District) and is located in the City of Windsor Ward 3.

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

Address	Legal Description	PIN	ARN	Owner	Purchased Date
0 Janette Avenue, Windsor	Lot 73, Plan 274; CITY OF WINDSOR	01195-0501 LT	040-120-04500	Andi Shallvari	2018

2.2 Physical Features of the Site

2.2.1 Size and Site Dimension

The Site, subject to the proposed development, consists of a total area of 521.42 m2, with 15.24 m along Janette Avenue and a depth of 34.21 m.

2.2.2 Existing Structures and Previous Use

The Site is currently vacant.

The previous use was residential.

2.2.3 Vegetation

The property currently has a mown lawn and one tree.

2.2.4 Topography and Drainage

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

2.2.5 Other Physical Features

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

There is an alley along the east side of the Site.

2.2.6 Municipal Services

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

There are streetlights and sidewalks located in the area.

The Site has access to major roadways.

On-street parking is permitted on Janette Avenue, and the Site is close to existing active transportation facilities and reliable transit options.

2.2.7 Nearby Amenities

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

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

2.3 Surrounding Land Uses

Overall, the Site is in an existing built-up area. There are several different lot frontages and lot areas of neighbouring properties.

The following is a summary of the abutting land uses:

Direction	Abutting Land Use
North	Residential
South	Residential
East	Residential
West	Residential

3.0 PROPOSAL AND CONSULTATION

3.1 Development Proposal

The Site is currently vacant. It is proposed to develop the Site for residential purposes.

It is proposed to construct a new three (3) storey multiple dwelling. A concept plan was prepared dated May 12, 2024 (see Figure 2a –Concept Plan).

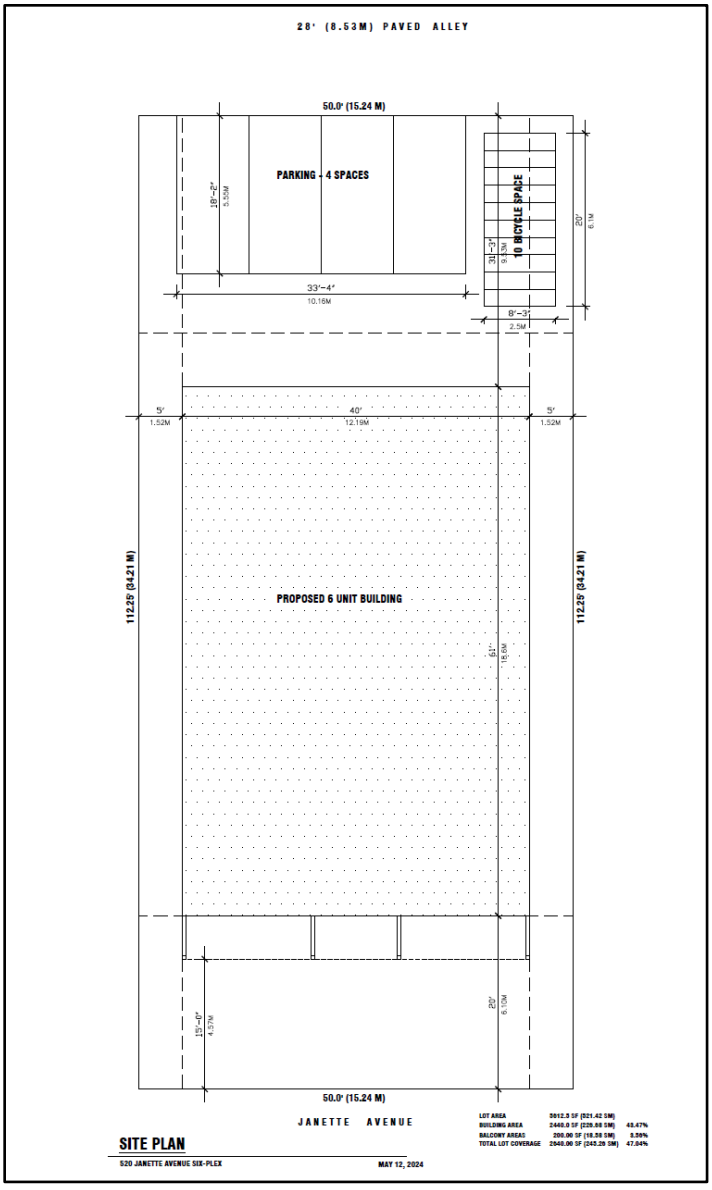


Figure 2a –Concept Plan

The Concept Plan is preliminary in order to illustrate how the Site can be developed.

The building will occupy a total of 226.68 m2 of the Site (43.47 % lot coverage). The proposed height is 10.02 m.

A total of six (6) residential units are proposed.

The tenure of each unit will be rental.

The proposed dwelling will face Janette Avenue. An elevation of the proposed building has been prepared (see Figure 2b – Elevations).

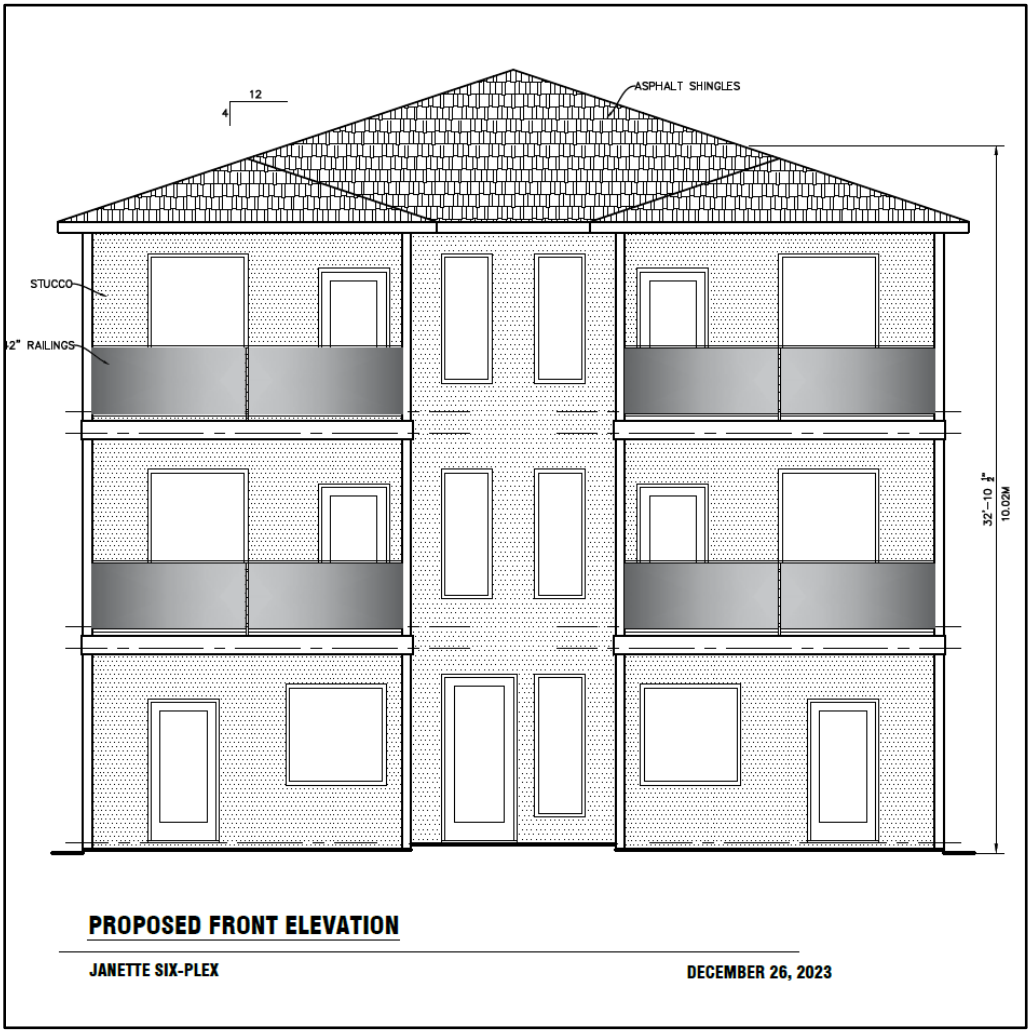


Figure 2b – Elevation

The Elevation is preliminary in order to illustrate how the Site can be developed.

Access to the proposed building will be from the east and west sides.

It is proposed that each unit will have 2 bedrooms. The first-floor units will be accessible.

Private balconies will be located on the west side of the proposed building.

Outdoor seating area, landscaping and amenity space will be provided.

A total of 4 parking spaces are proposed, with access off the paved alley into the rear yard.

A total of 10 bicycle spaces are proposed and will be located at the rear of the dwelling/

The refuse (garbage and recycling) will be located in the individual units.

The Site will be serviced with full municipality services (sewer, water and storm).

3.2 Public Consultation Strategy

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

As part of a public consultation strategy, in addition to the statutory public meeting, an informal electronic public open house was held with area residents and property owners on Monday, January 22, 2024, from 6:00 pm to 7:00 pm.

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

A total of 90 owners and tenants were notified, which is a 120 m radius from the Site.

In addition to the applicant representatives, there were no residents registered or attended.

No emails or phone calls were received.

4.0 APPLICATION AND STUDIES

Pre-consultation (stage 1) was completed by the Applicant (City File #PC-042/23) and pre-submission (stage 2) (City File #PC-015/24). Comments were received and have been incorporated into this PRR.

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

4.1 Zoning By-law Amendment

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

The current zoning of the Site, subject to development, is Residential District 2.2 (RD2.2) category, as shown on Map 3 of the City of Windsor Zoning By-law #8600.

It is proposed to further amend the zoning to Residential District 2.2 (RD2.2 - S.20(1)(XXX)) category to permit a multiple dwelling containing a maximum of six (6) dwelling units as an additional permitted use.

Relief from certain regulations is also being requested.

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

4.2 Other Application

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

The assignment of a new municipal address is a prerequisite to the issuance of a building permit.

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

4.3 Supporting Studies

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

4.3.1 Climate

A Micro Climate Study was determined by the City to be unnecessary as the height of the proposed building is in keeping with the character of the area.

4.3.2 Servicing

A Stormwater Retention Scheme was determined by the City to be unnecessary as the parking area has been reduced to 4 parking spaces.

4.3.3 Tree

A Tree Inventory Report was determined by the City to be unnecessary. There is one privately owned black locust tree identified on the Site. The tree was noted to be in fair health at the time of inspection.

It is recommended by the City that prior to construction, snow fencing or another suitable barrier be installed around the dripline of the tree to help preserve the health of the tree.

4.3.4 Parking

A Parking Study was prepared by RC Spencer Associates Inc., dated October 2024.

The purpose of the study was to review the parking requirements and justify the shortfall in parking.

The study evaluated the anticipated peak parking demand versus the proposed on-site parking supply.

On-street parking is permitted on Janette Avenue, and the Site is close to existing active transportation facilities and reliable transit options.

It was recommended that a minimum of four parking spaces could sufficiently accommodate the site's peak parking demand.

5.0 PLANNING ANALYSIS

5.1 Policy and Regulatory Overview

5.1.1 Provincial Planning Statement

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

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

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

PPS Policy #	Policy	Response
Chapter 1 - Vision	Ontario will increase the supply and mix of housing options, addressing the full range of housing affordability needs. Every community will build homes that respond to changing market needs and local demand. Providing a sufficient supply with the necessary mix of housing options will support a diverse and growing population and workforce, now and for many years to come.	The proposed development provides more housing.
Chapter 2.1.4 – Buildings Homes, Sustaining Strong and Competitive Communities	To provide for an appropriate range and mix of housing options and densities required to meet projected requirements of current and future residents of the regional market area, planning authorities shall: a) maintain at all times the ability to accommodate residential growth for a minimum of 15 years through	The proposed development will help provide for a mix of housing options and densities to meet the needs of the City. Full municipal services are available.

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

PPS Policy #	Policy	Response
	housing that is affordable to low and moderate income households, and coordinating land use planning and planning for housing with Service Managers to address the full range of housing options including affordable housing needs; b) permitting and facilitating: 1. all housing options required to meet the social, health, economic and well being requirements of current and future residents, including additional needs housing and needs arising from demographic changes and employment opportunities; and 2. all types of residential intensification, including the development and redevelopment of underutilized commercial and institutional sites (e.g., shopping malls and plazas) for residential use, development and introduction of new housing options within previously developed areas, and redevelopment, which results in a net increase in residential units in accordance with policy 2.3.1.3; c) promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation; and d) requiring transit-supportive development and prioritizing intensification, including	Site is located near local amenities. The Site offers an opportunity for intensification and infilling. The proposed housing choice is considered a 'missing middle' development. The proposed density is appropriate for the Site. A total of 6 units would be permitted in the form of a semi detached dwelling with additional dwelling units (ADUs) as of right. Residents will have access to nearby transit.

PPS Policy #	Policy	Response
	potential air rights development, in proximity to transit, including corridors and stations.	
2.3.1.1 – Settlement Area	Settlement areas shall be the focus of growth and development. Within settlement areas, growth should be focused in, where applicable, strategic growth areas, including major transit station areas.	The Site is located in an existing settlement area of the City of Windsor.
2.3.1.2	Land use patterns within settlement areas should be based on densities and a mix of land uses which: a) efficiently use land and resources; b) optimize existing and planned infrastructure and public service facilities; c) support active transportation; d) are transit-supportive, as appropriate.	The Site offers an opportunity for intensification. The total density of the proposed development is considered appropriate. The design and style of the proposed building will blend well with the scale and massing of the existing surrounding area. The proposed development is an efficient use of the Site. Residents will have immediate access to local amenities. Transit and active transportation are available in the area. The Site is located close to major roadways.
2.3.1.3	Planning authorities shall support general intensification and redevelopment to support the achievement of complete communities, including by planning for a range and mix of	The proposed development provides an infill opportunity for a vacant parcel of land. The Site was always intended for development.

PPS Policy #	Policy	Response
	housing options and prioritizing planning and investment in the necessary infrastructure and public service facilities.	The design of the proposed development has provided a compact form.
2.3.1.4	Planning authorities shall establish and implement minimum targets for intensification and redevelopment within built-up areas, based on local conditions.	The City has established targets. The proposed development will assist in meeting those targets as the Site is located in an existing built-up area and will add new residential housing.
2.3.1.6	Planning authorities should establish and implement phasing policies, where appropriate, to ensure that development within designated growth areas is orderly and aligns with the timely provision of the infrastructure and public service facilities.	The Site has access to existing infrastructure and nearby public service facilities.
Chapter 3.1.1 – Infrastructure and Facilities	Infrastructure and public service facilities shall be provided in an efficient manner while accommodating projected needs.	The proposed development has access to full municipal services. There are nearby public service facilities.
3.3.3 - Transportation	Planning authorities shall not permit development in planned corridors that could preclude or negatively affect the use of the corridor for the purpose(s) for which it was identified.	The proposed development will not have a negative impact on nearby transportation and infrastructure corridors.
3.6.2	Municipal sewage services and municipal water services are the preferred form of servicing for settlement areas to support protection of the	The proposed development will be serviced by municipal sewer, water and storm, which is the preferred form of

PPS Policy #	Policy	Response
	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.	servicing for settlement areas.
4.1.1 – Natural Heritage	Natural features and areas shall be protected for the long term.	There are no natural heritage features that impact the Site.
4.2 - Water	Planning authorities shall protect, improve or restore the quality and quantity of water by: b) minimizing potential negative impacts, including cross-jurisdictional and cross-watershed impacts;	The Site is outside of the ERCA regulated area.
Chapter 5.1.1 – Protecting Public Health and Safety	Development shall be directed away from areas of natural or human-made hazards where there is an unacceptable risk to public health or safety or of property damage, and not create new or aggravate existing hazards.	There are no natural or human-made hazards that apply to this Site. There is no risk to the public.

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

5.1.2 Official Plan

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

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

The Site is part of the City Centre Planning District.

The current land use designation of the Site, subject to development, is ' Residential – Low Profile', as shown on Schedule E: City Centre Planning District of the City of Windsor Official Plan (see Figure 3 –OP).

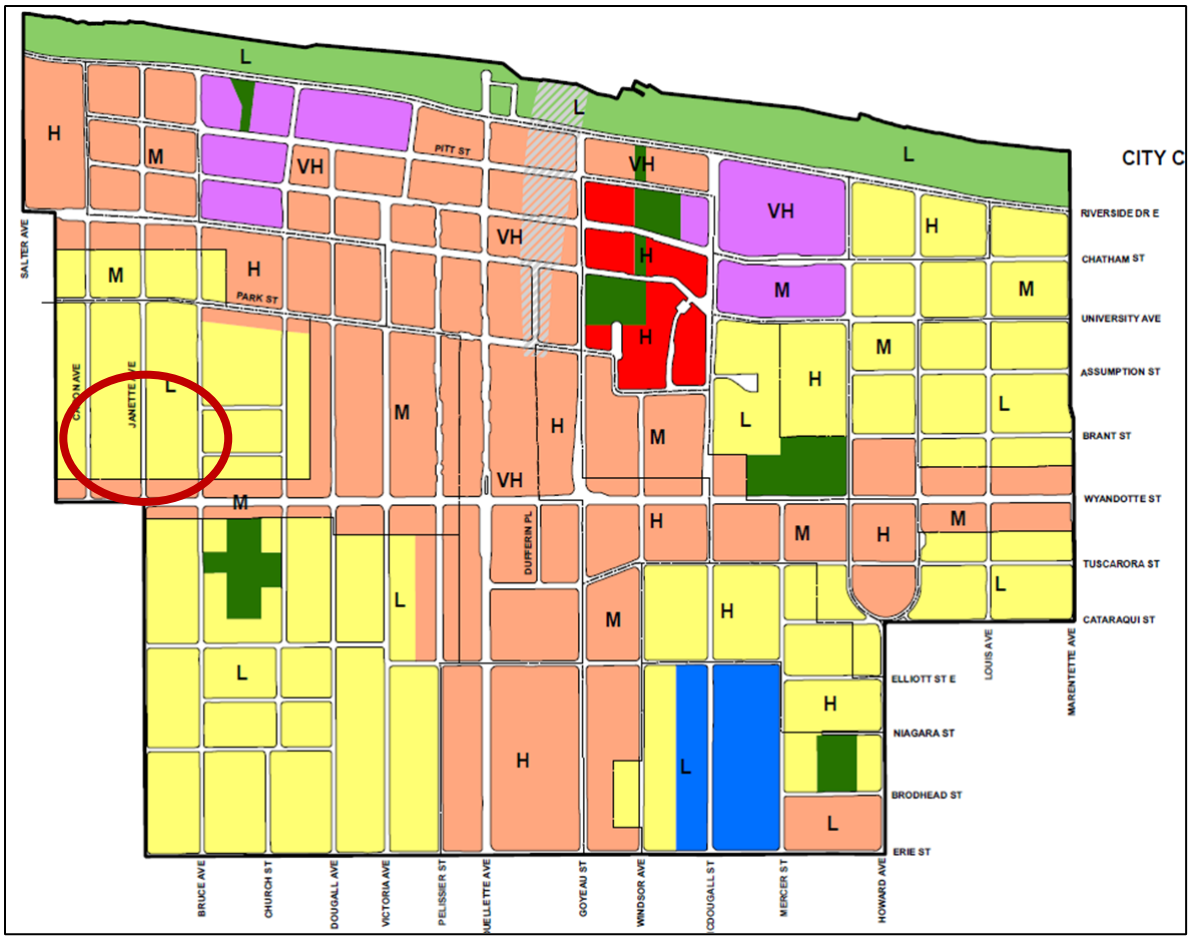


Figure 3 – OP

The Site is also subject to the following:

- adjacent to a Proposed Recreationway (namely Janette Avenue) on Schedule B: Greenway System,
- within an area identified as High Potential on Schedule C.1 - Development Constraint Areas Archaeological Potential,

- adjacent to a Class I Collector Road (namely Janette Avenue) and Bikeway (namely Janette Avenue) on Schedule F - Roads and Bikeways.

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

OP Policy #	Policy	Response
3.2.1.2	Encouraging a range of housing types will ensure that people have an opportunity to live in their neighbourhoods as they pass through the various stages of their lives.	The proposed residential development supports one of the City's overall development strategies of providing for a range of housing types. The proposed housing choice is considered a 'missing middle' development.
4.0 – Healthy Community	The implementing healthy community policies are interwoven throughout the remainder of the Plan, particularly within the Environment, Land Use, Infrastructure and Urban Design chapters, to ensure their consideration and application as a part of the planning process.	The proposed development will support the City's goal of promoting a healthy community in order to live, work, and play. The proposed development is close to nearby transit, employment, shopping, local amenities, and parks.
6.0 - Preamble	A healthy and livable city is one in which people can enjoy a vibrant economy and a sustainable healthy environment in safe, caring and diverse neighbourhoods. In order to ensure that Windsor is such a city, Council will manage development through an approach which balances environmental, social and economic considerations.	The proposed development supports the policy set out in the OP as it is suited for addressing the residential needs of the City. The Site is also located in the City Centre where people can live, work and play.
6.1 - Goals	In keeping with the Strategic Directions, Council's land use goals are to achieve: 6.1.1 Safe, caring and diverse neighbourhoods.	The proposed development supports the goals set out in the OP. The proposed residential use will provide a new housing

OP Policy #	Policy	Response
	6.1.3 Housing suited to the needs of Windsor's residents. 6.1.10 Pedestrian oriented clusters of residential, commercial, employment and institutional uses. 6.1.14 To direct residential intensification to those areas of the City where transportation, municipal services, community facilities and goods and services are readily available	choice in an existing neighbourhood. The Site is pedestrian friendly and close to nearby amenities. Municipal services, transportation and community facilities are available.
6.11.1.1 – City Centre Planning District	To encourage a concentration of government institutions, entertainment and retail uses, cultural venues, **residences**, business headquarters and related offices in the City Centre.	Residential is proposed and is encouraged.
6.11.1.2 - Neighbourhoods	To foster livable residential neighbourhoods close to employment, shopping and entertainment opportunities.	The Site has access to nearby amenities.
6.11.3.1 – Development Profile	For the purpose of this Plan, the development profile areas designated on Schedule E: City Centre Planning District establish the maximum height for buildings within distinct sub-areas of the City Centre. Accordingly, the following development profile areas apply to lands within the City Centre Planning District: **(a) Low Profile Area where development is generally no greater than three (3) storeys in height**; (b) Medium Profile Area where development is generally no greater than six (6) storeys in	The proposed development is considered a low profile development as it is proposed to have 3 storeys.

OP Policy #	Policy	Response
	height; (c) High Profile Area where development is generally no greater than fourteen (14) storeys in height; and (d) Very High Profile Area where development is generally greater than fourteen (14) storeys in height.	
6.11.5.1 – Residential Permitted Uses	Uses permitted in the Residential land use designation identified on Schedule E: City Centre Planning District include: **(a) in areas also designated as Low Profile Area single detached, semi-detached, duplex, and row and multiplex dwelling units with up to 8 units;** and (b) in areas also designated as Medium or High Profile Area dwelling units, preferably over 8 units.	A total of 6 units are proposed and is considered low profile.
6.11.5.3 – Evaluations	At the time of submission, the proponent shall demonstrate to the satisfaction of the Municipality that a proposed residential development within an area having a Neighbourhood development pattern is: (a) feasible having regard to the other provisions of this Plan, provincial legislation, policies and appropriate guidelines and support studies for uses: (i) within or adjacent to any area identified on Schedule C: Development Constraint Areas and described in the Environment chapter of this Plan; (ii) adjacent to sources of nuisance, such as noise, odour, vibration and dust; (iii) within a site of potential or	This scoped PRR has taken into consideration the PPS policies. The constraint areas identified in the OP (ie recreationway, archaeology, etc) do not impact the development of the Site. There are no anticipated traffic issues. There are no heritage resources that impact the Site. The Site is compatible with the existing neighbourhood in terms of scale, massing, height, etc.

OP Policy #	Policy	Response
	known contamination; (iv) where traffic generation and distribution is a provincial or municipal concern; and (v) adjacent to heritage resources. (b) in keeping with the goals, objectives and policies of any secondary plan or guideline plan affecting the surrounding area; (c) In existing neighbourhoods, compatible with the surrounding area in terms of scale, massing, height, siting, orientation, setbacks, parking and amenity areas. In Mature Neighbourhoods as shown on Schedule A-1, compatible with the surrounding area, as noted above, and consistent with the streetscape, architectural style and materials, landscape character and setback between the buildings and streets; (d) provided with adequate off street parking; (e) capable of being provided with full municipal physical services and emergency services; and (f) Facilitation a gradual transition from Low Profile residential development to Medium and/or High Profile development and vice versa, where appropriate, in accordance with Design Guidelines approved by Council.	The proposed dwelling will be designed to be compatible. The density is appropriate. A total of 6 units would be permitted in the form of a semi detached dwelling with additional dwelling units (ADUs) as of right. There is no shadowing or loss of privacy anticipated. Parking is provided on-site. The Site is not considered a mature neighbourhood. Full municipal services are available for the proposed development.
7.0 - Infrastructure	The provision of proper infrastructure provides a safe, healthy and efficient living environment. In order to accommodate transportation and physical service needs in	The proposed development is close to nearby transit, off a major roadway, and has access to full municipal services.

OP Policy #	Policy	Response
	Windsor, Council is committed to ensuring that infrastructure is provided in a sustainable, orderly and coordinated fashion.	

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

5.1.3 Zoning By-law

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

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

According to Map 3 attached to the ZBL the Site is currently zoned Residential District 2.2 (RD2.2) category (see Figures 4 – ZBL).

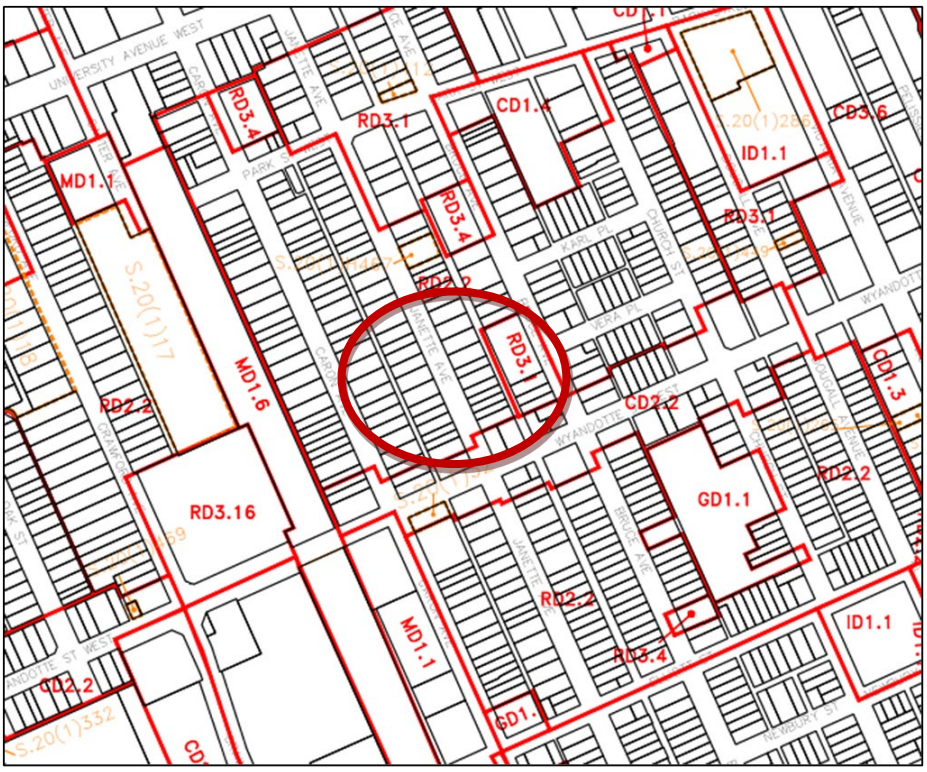


Figure 4 – ZBL

It is proposed to further amend the zoning to Residential District 2.2 (RD2.2 - S.20(1)(XXX)) category to permit a multiple dwelling containing a maximum of six (6) dwelling units as an additional permitted use with site specific relief.

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

A review of the RD2.2 zone provisions, as set out in Section 11.2 of the ZBL is as follows:

Zone Regulations (11.2.5.4)	**Required RD2.2 Zone (Multiple Dwelling)**	**Proposed**	**Compliance and/or Relief Requested with Justification**
Permitted Uses	One Double Duplex Dwelling One Duplex Dwelling **One Multiple Dwelling containing a maximum of four dwelling units** One Semi-Detached Dwelling One Single Unit Dwelling Townhome Dwelling Any use accessory to any of the preceding uses	Multiple dwelling containing a maximum of six (6) dwelling units as an additional permitted use	Subject to the ZBA. The Site is large enough to accommodate the proposed development. Only minor relief is requested for the proposed building to be located on the Site. The proposed lot coverage is less than the maximum allowed. Additional side yard setback is also provided. The RD2.2 zone is being retained to ensure the proposed development is compatible with the neighbourhood as the building envelopes will be similar.
Lot Width – minimum	18.0 m	15.24 m	Relief Required. Lot frontage exists. The request is minor.
Lot Area – minimum	540.0 m2	521.42 m2	Relief Required. Lot area is existing. The request is minor.

Zone Regulations (11.2.5.4)	Required RD2.2 Zone (Multiple Dwelling)	Proposed	Compliance and/or Relief Requested with Justification
			The land area is sufficient to accommodate the proposed development. Additional landscaping could be provided.
Lot Coverage – maximum	45.0%	43.47 %	Complies
Main Building Height - maximum	9.0 m	10.02 m	Relief is required. An increase of 1.2 m is required. Relief will allow the proposed roof line. Relief will also allow the first floor to be accessible. The increase in height provides the target density of 6 units. There are several similar buildings heights in the area of the Site. The City of Windsor's Intensification Guidelines (dated June 2022) have been considered in the design of the proposed dwelling. The building will be brought close to the road to allow for parking at the rear. There is no shadowing or loss of privacy anticipated.

Zone Regulations (11.2.5.4)	Required RD2.2 Zone (Multiple Dwelling)	Proposed	Compliance and/or Relief Requested with Justification
Front Yard Depth – minimum	6.0 m	6.10 m face of the building 4.57 m (balcony can encroach up to a max 1.50 m into the required front yard)	Complies
Rear Yard Depth – minimum	7.50 m	9.53 m	Complies
Side Yard Width – minimum	1.20 m	North side – 1.52 m South side – 1.52 m	Complies
Parking Requirements Table 24.20.5.1 - minimum	Multiple Dwelling containing a minimum of 5 Dwelling units - 1.25 for each dwelling unit **6x1.25= 7.5 (7 rounded down)**	4	Relief required. A decrease of 3 parking spaces is requested. The Site is not subject to City Centre parking exemptions. A Parking Study has been prepared to justify the reduction. The Site has access to on-site parking, transit and active transportation.
Bicycle – Table 24.30.1.1 minimum	1 to 9 = 0	10	Complies

Therefore, the proposed development will comply with all zone provisions set out in the RD2.2 Zone except for the following, which requires site-specific relief:

1. *decrease the minimum lot width from 18.0 m to 15.24 m,*
2. *decrease the minimum lot area from 540.0 m2 to 521.42 m2,*

3. *increase the maximum building height of the main building from 9.0 m to 10.02 m, and*
4. *Decrease the minimum parking from 7 to 4.*

6.0 SUMMARY AND CONCLUSION

6.1 Context and Site Suitability Summary

6.1.1 Site Suitability

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

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

6.1.2 Compatibility of Design

The proposed development will be limited to a 3 storey, low profile building, which is a compatible density for the Site and with the surrounding area.

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

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

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

Parking, amenity areas, and landscaping will be provided.

6.1.3 Good Planning

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

The proposed housing choice is considered a ‘missing middle’ development.

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

6.1.4 Environment Impacts

The proposal does not have any negative impact on the natural environment.

6.1.5 Municipal Services Impacts

There will be no negative impacts on the municipal system as the proposed use will not add to the capacity in a significant way.

6.1.6 Social, Cultural, and Economic Conditions

The proposed development does not negatively affect the social environment as the Site is in close proximity to major transportation corridors and nearby amenities.

Infilling in an existing built-up area of the City contributes toward the goal of 'live, work and play' where citizens share a strong sense of belonging and a collective pride of place.

The proposed development promotes efficient development and land use patterns which sustains the financial well-being of the Municipality.

The proposal does not cause any public health and safety concerns.

The proposal represents a cost-effective development pattern that minimizes land consumption and servicing costs.

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

There are no cultural heritage resources that impact the Site.

6.2 Conclusion

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

This scoped PRR has shown that the proposed development is consistent with the PPS, conforms with the intent and purpose of the OP and ZBL and represents good planning.

The report components for this PRR have set out the following, as required under the City of Windsor OP:

10.2.13.2 Where a Planning Rationale Report is required, such a study should:

> *(a) Include a description of the proposal and the approvals required;*
>
> *(b) Describe the Site's previous development approval history;*
>
> *(c) Describe major physical features or attributes of the Site including current land uses(s) and surrounding land uses, built form and contextual considerations;*
>
> *(d) Describe whether the proposal is consistent with the provincial policy statements issued under the Planning Act;*

(e) Describe the way in which relevant Official Plan policies will be addressed, including both general policies and site-specific land use designations and policies;

(f) Describe whether the proposal addresses the Community Strategic Plan;

(g) Describe the Suitability of the Site and indicate reasons why the proposal is appropriate for this Site and will function well to meet the needs of the intended future users;

(h) Provide an analysis of the compatibility of the design and massing of the proposed developments and land use designations;

(i) Provide an analysis and opinion as to why the proposal represents good planning, including the details of any methods that are used to mitigate potential negative impacts;

(j) Describe the impact on the natural environment;

(k) Describe the impact on municipal services;

(l) Describe how the proposal will affect the social and/or economic conditions using demographic information and current trends; and,

(m) Describe areas of compliance and non-compliance with the Zoning By-law.

Planner's Certificate:

I hereby certify that this report was prepared by Tracey Pillon-Abbs, a Registered Professional Planner, within the meaning of the Ontario Professional Planners Institute Act, 1994.

Tracey Pillon-Abbs, RPP
Principal Planner



Committee Matters: SCM 15/2025

Subject: Provincial Planning Statement (2024) Update

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

Decision Number: **DHSC 689**

I. THAT the report on Ontario's Land Use Planning Document *Provincial Planning Statement, 2024* **BE RECEIVED**; and,

II. THAT administration **BE DIRECTED** to review and refine Windsor's existing intensification framework of mixed use centres, nodes and corridors to include residential corridors and identify all of the areas identified for intensification as *Strategic Growth Areas* in conformity with section 2.4.1 of the *Provincial Planning Statement, 2024*; and,

III. THAT administration **BE DIRECTED** to investigate formally identifying the lands in Sandwich South as *designated growth areas* in the Official Plan consistent with Policy 2.3.1.5, and establish density targets for future Secondary Plans adopted in the Sandwich South lands; and,

IV. THAT administration **BE DIRECTED** to review and establish minimum affordable housing targets in conformity with *Provincial Planning Statement, 2024*; and,

V. THAT administration **BE DIRECTED** to review intensification targets in conformity with *Provincial Planning Statement, 2024*.

Carried.

Report Number: S 177/2024
Clerk's File: GP2025

Clerk's Note:

1. The recommendation of the Development & Heritage Standing Committee and Administration are the same.

2. Please refer to Item 7.5 from the Development & Heritage Standing Committee held on January 6, 2025.

3. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20250106/-1/10530

Subject: Provincial Planning Statement (2024) Update

Reference:

Date to Council: January 6, 2025
Author: Frank Garardo, MCIP, RPP
Planner III – Policy and Special Studies
T. (519) 255-6543 x 6446

Planning & Building Services
Report Date: 12/18/2024
Clerk's File #: GP2025

To: Mayor and Members of City Council

Recommendation:

I. THAT the report on Ontario's Land Use Planning Document *Provincial Planning Statement, 2024* **BE RECEIVED**; and,

II. THAT administration **BE DIRECTED** to review and refine Windsor's existing intensification framework of mixed use centres, nodes and corridors to include residential corridors and identify all of the areas identified for intensification as *Strategic Growth Areas* in conformity with section 2.4.1 of the *Provincial Planning Statement, 2024*; and,

III. THAT administration **BE DIRECTED** to investigate formally identifying the lands in Sandwich South as *designated growth areas* in the Official Plan consistent with Policy 2.3.1.5, and establish density targets for future Secondary Plans adopted in the Sandwich South lands; and,

IV. THAT administration **BE DIRECTED** to review and establish minimum affordable housing targets in conformity with *Provincial Planning Statement, 2024*; and,

V. THAT administration **BE DIRECTED** to review intensification targets in conformity with *Provincial Planning Statement, 2024*.

Executive Summary:

N/A

Background:

The Provincial Planning Statement (PPS), 2024 is a streamlined province-wide land use planning policy framework that replaces the previous Provincial Policy Statement 2020, and *A Place to Grow: Growth Plan for the Greater Golden Horseshoe 2019* (the Growth Plan), while building upon housing-supportive policies from both documents. Any of the policies that have been brought over from the Growth Plan were not applicable to Windsor in the past. However, they are now integral to the policy direction (PPS, 2024) from the Province for all municipalities in Ontario.

The Provincial Planning Statement (PPS), 2024 gives provincial policy direction on key land use planning issues that affect communities, such as:

- plan for and support development, and increase the housing supply across the province;
- align development with infrastructure to build a strong and competitive economy that is investment-ready;
- making land available for development;
- supporting a range and mix of housing types through intensification;
- creating opportunities for economic development and job creation;
- planning for the appropriate transportation, water, sewer and other infrastructure necessary to accommodate current and future needs; and
- protecting the environment and important resources including farmland, water, archaeology, cultural heritage, mineral aggregates and petroleum.

Municipalities are the primary decision-makers for local communities. They implement provincial policies through municipal official plans and planning related documents such as Official Plans, Zoning By-laws or plans of subdivision. The PPS, 2024 is issued under section 3 of the *Planning Act*, which requires that all decisions affecting planning matters shall be consistent with the Provincial Planning Statement.

The changes in PPS, 2024 shows a focus on building homes and associated infrastructure and strategic growth, in line with the Province's goal to meet 1.5 million homes built by 2031.

The PPS includes a section about "How to Read the Provincial Planning Statement" that provides additional guidance about how the PPS is to be interpreted, applied and implemented under Ontario's policy-led planning system.

The choice of language used in the PPS is intended to distinguish between the types of policies and the expectations about how they are to be implemented, as well as how the individual policies are situated within the broader PPS and how they relate to other policies. For example, some policies are worded in a way that set out positive directives and use words like "shall", while other policies set out limitations and prohibitions and use statements like "shall not". Other policies use enabling or supportive language, such as "should," "promote," and "encourage." There is some discretion when applying a policy with enabling or supportive language in contrast to a policy with a directive,

limitation or prohibition. It is important to read the policies referenced throughout this report through this lens to understand the provincial expectations and level of discretion being afforded to the municipalities on the particular policy matter.

It is also important to note that the policies of the Provincial Planning Statement represent minimum standards and that Planning Authorities have the discretion to go beyond these minimum standards to address matters of importance to their specific community.

Discussion:

This report is to provide Council with a summary of key policy changes resulting from the Provincial Planning Statement ("PPS") 2024. These new changes are presented by the Province in order to help municipalities support growth by clarifying planning policies, simplifying approvals to build homes and eliminating duplication. Please consult with the Provincial Planning Statement, 2024 for a detailed list of the policies. With respect to key policy changes relevant to recent and ongoing City of Windsor Planning Policy initiatives, staff note the following:

Building Homes, Sustaining Strong and Competitive Communities (Chapter 2)

Planning for People and Homes (2.1)

- **Population projections and employment growth based on Ministry of Finance projections (2.1.1)**
- **Official Plan timelines extended to at least 20 years and no more than 30 years (2.1.3)**
- **Having a 15 year supply of land designated and available for residential development, and a 3 year supply of land with servicing capacity (2.1.4)**
- **New focus on creating "complete communities" (2.1.6)**

Policy 2.1.1 provides that planning authorities shall now base their population projections and employment growth projections on the Ministry of Finance Population Projections, however, municipalities can modify these projections, as appropriate.

Policy 2.1.3 provides that, at the time of creating a new official plan and each official plan update, sufficient land shall be made available to accommodate an appropriate range and mix of land uses to meet projected needs for a time horizon of at least 20 years but not more than 30 years, informed by provincial guidance. The policy also provides that planning for infrastructure, public service facilities, strategic growth areas and employment areas may extend beyond this time horizon.

Policy 2.1.4 requires municipalities to provide for an appropriate range and mix of *housing options* and densities required to meet projected requirements of current and future residents of the regional market area, planning authorities shall: maintain at all times the ability to accommodate residential growth for a minimum of fifteen years through lands which are designated and available for residential development; and maintain at all times where new development is to occur, land with servicing capacity

sufficient to provide at least a three-year supply of residential units available through lands suitably zoned, including units in draft approved or registered plans.

The above policies have implications on how the City of Windsor will undertake housing and employment projections and reference will have to be made to the Ministry of Finance populations in that work. Also, the planning timelines have changed from up to 25 years to at least 20 years but not more than 30 years. It is anticipated that further guidance will be provided by the Ministry on population projections.

Policy 2.1.6 replaces the concept of "healthy, liveable and safe communities" contained in the PPS, 2020 and instead introduces the concept of "complete communities" and provides that "*planning authorities should support the development of complete communities.*"

Complete Communities is a newly defined concept in the PPS and are defined as "*places such as mixed-use neighbourhoods or other areas within cities, towns, and settlement areas that offer and support opportunities for equitable access to many necessities for daily living for people of all ages and abilities, including an appropriate mix of jobs, a full range of housing, transportation options, public service facilities, local stores and services. Complete communities are inclusive and may take different shapes and forms appropriate to their contexts to meet the diverse needs of their populations".*

The introduction of the complete community's concept further requires the City of Windsor to encourage a range of housing types, intensification, mixed use development, and access to public amenities throughout the City of Windsor.

Housing (Section 2.2)

- **Intensification includes a focus on underutilized commercial and institutional uses (2.2.1)**
- **Shall provide for all housing options - Definition of housing options recognizes new types and forms of housing (2.2.1)**

Policy 2.2.1 states that planning authorities shall provide an appropriate range and mix of *housing options* and densities to meet projected needs of current and future residents. The PPS continues to promote housing through permitting and facilitating all *housing options* and all types of intensification but has added further references to including underutilized commercial and institutional sites for development/ redevelopment such as shopping malls and plazas. This policy has been revised from the PPS 2020 to put greater importance on the need to increase the typology and quantity of residential units across municipalities – the range of *housing options*.

Further, the policy requires that municipalities permit and facilitate intensification and the introduction of new *housing options* within previously developed areas and *redevelopment* which results in a net increase in residential units (Policy 2.2.1 (b.2)).

The PPS, 2024 expands the definition of *housing options* to add new housing types such as laneway housing, garden suites, and rooming houses. Further, the list of housing arrangements/forms now includes multi-generational housing, student housing, farm worker housing, culturally appropriate housing, supportive, community and transitional housing.

The new *Housing Options* definition: ***"****means a range of housing types such as, but not limited to single-detached, semidetached, rowhouses, townhouses, stacked townhouses, multiplexes, additional residential units, tiny homes, laneway housing, garden suites, rooming houses and multi-residential buildings, including low-and mid-rise apartments. The term can also refer to a variety of housing arrangements and forms such as, but not limited to, life lease housing, co-ownership housing, co-operative housing, community land trusts, land lease community homes, affordable housing, additional needs housing, multi-generational housing, student housing, farm worker housing, culturally appropriate housing, supportive, community and transitional housing and housing related to employment, educational, or institutional uses, such as long-term care homes".*

Policy 2.2.1(a) also requires municipalities to establish and implement minimum targets for housing that is affordable to low and moderate income households and to coordinate with affordable housing Service Managers to address the full range of *housing options.* Administration will work towards establishing the requisite minimum affordable housing targets for incorporation in the Official Plan **(see recommendation IV).** The City of Windsor is the Service Manager for both the city and Essex County. As such, the establishment of affordable housing targets for the city will be done in consultation with staff in Housing & Children's Services.

Policy 2.2.1 (c) requires municipalities to promote densities for new housing that uses land, resources, infrastructure and public service facilities efficiently, and supports the use of active transportation.

All of the policies that fall under Section 2.2 Housing of the PPS are written as specific Provincial directives, with the expectation that municipalities increase the range and mix of *housing options* and densities across the city. As such, reports to the Development and Heritage Standing Committee and Council will continue to ensure that every development proposal is reviewed for alignment with the PPS and consistency with the PPS is thoroughly documented using clear and concise language to explain how the proposal meets provincial objectives, in turn protecting municipal decisions from challenges at the Ontario Land Tribunal.

Settlement Areas (Section 2.3)

- **Growth and development focused in settlement areas (2.3.1.1)**
- **Emphasis on identifying and focusing growth and development in *Strategic Growth Areas* and *Designated Growth Areas* (2.3.1.1) (see recommendations II & III)**
- **Investing in the necessary infrastructure and public facilities to accommodate intensification (2.3.1.3)**

- **Establishing and implementing minimum targets for intensification and redevelopment within built-up areas (2.3.1.4) (see recommendation V)**

It should be emphasized that settlement areas continue to be the focus of growth and development and within settlement areas growth should be focused in, where applicable, strategic growth areas, which are areas designated by municipalities specifically for the purpose of accommodating intensification and higher-density uses including existing downtown areas, major transit areas, nodes, and corridors.

New Policy 2.3.1.4 directs Planning authorities to establish and implement targets for intensification and redevelopment within built-up areas, based on local conditions**. (see recommendation V)**

In Large and Fast-Growing Municipalities, including the City of Windsor, planning authorities are encouraged to set a target of 50 residents and jobs per hectare, and plan accordingly to achieve this standard.

Designated Growth Areas (Section 2.3.1.5)

- **Identify and focusing residential expansion in Designated Growth Areas (see recommendation III)**

Planning authorities are encouraged to identify "Designated Growth Areas" which are areas within settlement areas designated for future growth, including accommodated for residential expansion over a minimum of 15 years, along with land needed for other uses.

Policy 2.3.1.6 directs planning authorities to establish and implement phasing policies, where appropriate, to ensure that development within designated growth areas is orderly and aligns with the timely provision of infrastructure and public service facilities.

The City of Windsor Official Plan has designated the Sandwich South lands for future growth and will aim to be a "complete community" that includes a variety of residential, commercial, institutional and industrial land uses. The Sandwich South land's include the existing East Pelton Secondary Plan and County Road 42 Secondary Plans which will guide their development and land uses. These areas can accommodate future residential expansion and targets can be implemented by including them as Designated Growth Areas. **(see recommendation III).**

Strategic Growth Areas (Section 2.4)

- **Identify and focusing growth and development in *Strategic growth areas* (2.4.1) (see recommendation II)**
- **Identifying the appropriate type and scale of development in strategic growth areas and the transition of built form to adjacent areas (2.4.1.3(b))**

Provincial Planning Statement 2024 now imposes general policies for strategic growth areas defined as:

areas, nodes, corridors, and other areas that have been identified by municipalities to be the focus for accommodating intensification and higher-density mixed uses in a more compact built form.

Strategic growth areas include major transit station areas, existing and emerging downtowns, lands in close proximity to publicly-assisted postsecondary institutions and other areas where growth or development will be focused, that may include infill, redevelopment (e.g., underutilized shopping malls and plazas), brownfield sites, the expansion or conversion of existing buildings, or greyfields. Lands along major roads, arterials, or other areas with existing or planned frequent transit service or higher order transit corridors may also be identified as strategic growth areas.

The general policies of section 2.4.1 encourage strategic growth areas that focus on achieving complete communities, a range and mix of *housing options*, intensification and mixed-use development. New policies provide that within strategic growth areas, planning authorities should prioritize planning and investment for infrastructure and public service facilities, identify the appropriate scale and type of development and the transition of built form to adjacent areas, permit development and intensification to achieve complete communities and compact built form, consider a student housing strategy and support redevelopment of commercially designated retail lands (e.g., underutilized shopping malls and plazas) to support mixed-use residential development.

Furthermore PPS, 2024 implements a new policy 2.4.3 which requires planning authorities to plan for intensification on lands that are adjacent to existing and planned *frequent transit* corridors. *Frequent transit* is a new term that means *"a public transit service that runs at least every 15 minutes in both directions throughout the day and into the evening every day of the week."*

The above Policies will require the City of Windsor to promote and support intensification on corridors which are served by public transit based on local conditions. Furthermore the above policies reflect on recent City of Windsor Official Plan amendments including Official Plan Amendment (OPA) 159 which introduced a framework for mixed use areas and corridors to promote and support intensification on major roads.

Currently, the framework established by OPA 159 is a one-size-fits-all approach for intensification for all of the identified mixed-use centres, nodes and corridors. Future work will include the ongoing review and refinement of the Official Plan policies and zoning regulations within these mixed use centres, nodes and corridors. This work will acknowledge that the neighbourhoods across the City vary, so intensification should reflect the specific needs and characteristics of each neighbourhood, and the policies and regulations that guide development should reflect this diversity. Policy 2.4.1.3 b) supports intensification on nodes and corridors within an appropriate type and scale to existing built forms and adjacent areas. Further refinements within these mixed use centres, nodes, and corridors are to be undertaken, including identifying residential only corridors that will increase the range of *housing options* and densities. Other examples

may include creating zoning rules that limit the height or density of new buildings in areas where the neighbourhood character is predominately low profile residential. Things like, gradual density increases (like townhomes or low-rise apartments) may be more acceptable and appropriate along certain corridors and facilitate the transition of built form to adjacent areas (Policy 2.4.3 (b)), while others can accommodate higher density forms of housing **(see recommendation II).**

Employment (Section 2.8)

- **Definition of employment areas no longer includes institutional and commercial uses (retail and office) not associated with the main employment use (2.8.2)**
- **Promote economic development and competitiveness (2.8.1.1)**

The definition of employment area is revised and now defines employment areas as, "*those areas designated in an official plan for clusters of business and economic activities including manufacturing, research and development in connection with manufacturing, warehousing, goods movement, associated retail and office, and ancillary facilities*". Uses that are excluded from employment areas are institutional and commercial, including retail and office not associated with the primary employment use.

Policy 2.8.1.1 is a new policy which requires planning authorities to promote economic development and competitiveness by providing opportunities for a diversified economic base and identifying strategic sites for investment.

Policy 2.8.2 continues to require municipalities to plan for, protect and preserve employment areas for current and future uses, and ensure that the necessary infrastructure is provided to support current and projected needs. Planning authorities shall protect employment areas that are in proximity to major goods movement facilities and corridors, including facilities and corridors identified in provincial transportation plans, for the employment area uses that require those locations.

Furthermore, the PPS 2024 adds specific language to the policy requiring planning authorities to assess and update employment areas in official plans to ensure the designation is appropriate, noting that compatibility between employment areas and sensitive uses must be maintained.

The above policies promote economic development and for municipalities to plan for a modern economy. Recent City of Windsor Planning Policy initiatives included providing for future employment growth in proximity to the Windsor airport and Sandwich South lands to accommodate for existing and future employment growth.

Sewage, Water and Stormwater (Chapter 3)

- **The PPS, 2024 updates existing policies regarding sewage, water and stormwater (3.6)**
- **Planning for Stormwater Management (3.6.8)**

Policy 3.6.1(a) provides that planning for sewage and water services shall accommodate forecasted growth in a timely manner that promotes the efficient use and optimization of existing municipal sewage services and municipal water services, as well as existing private communal sewage services and private communal water services.

Policy 3.6.1(b) now makes a reference to ensuring that services are provided in a manner that protects the quantity and quality of water and aligns with comprehensive municipal planning for these services where applicable.

Policy 3.6.1(c) now includes a reference to promoting water and energy conservation and efficiency.

Policy 3.6.1(d) requires the integration of servicing and land use considerations at all stages of the planning process, including consideration of opportunities to allocate and reallocate, if necessary, the unused system capacity of municipal water services and municipal sewage services to support the efficient use of these services to meet current and projected needs for an increased housing supply. This policy is especially relevant in municipalities experiencing a lack of servicing capacity until infrastructure upgrades are complete.

Policy 3.6.1(f) requires planning for sewage and water services to be integrated with source protection planning.

The PPS, 2024 section 3.6.8 also provides minor revisions to existing policies regarding requirements for planning for stormwater management.

Natural Heritage and Natural Hazards (Chapters 4 and 5)

- **Watershed Planning (4.2.3)**
- **Management of Natural Hazards (5.2.1)**

Aside from amending certain definitions, the PPS, 2024 continues with the natural heritage policies of the PPS, 2020.

New Policy 4.2.3 requires large and fast-growing municipalities, including the City of Windsor to undertake watershed planning to inform planning for sewage and water services and stormwater management, including low impact development, and the protection, improvement or restoration of the quality and quantity of water.

Policy 5.2.1 is carried over from the PPS, 2020 but requires planning authorities to collaborate with conservation authorities, where they exist, to identify hazardous lands and hazardous sites, and manage development in these areas in accordance with provincial guidance.

Cultural Heritage and Archaeology (Chapter 4)

- **Encouraging the implementation of Archaeological Management Plans (4.6.4a))**
- **Encouraging Proactive strategies for conserving heritage resources (4.6.4b))**

The PPS, 2024 requires protected heritage properties, which may contain built heritage resources or cultural heritage landscapes, to be conserved.

Policy 4.6.4 (a) encourages Planning authorities to develop and implement Archaeological Management Plans.

New policy 4.6.4(b) encourages planning authorities to develop and implement "proactive strategies for conserving significant built heritage resources and cultural heritage landscapes."

Policy 4.6.4.5 modifies an existing PPS, 2020 policy and requires planning authorities to engage "early" with Indigenous communities. It has also been broadened to ensure their interests are considered when identifying, protecting and managing not only archaeological resources but also built heritage resources and cultural heritage landscapes.

The City of Windsor has recently adopted a new Windsor Archaeological Management Plan and future initiatives include providing a proactive framework for conserving heritage resources in the Walkerville Planning District.

There is also the ongoing Heritage Property Assessment to review all of the properties on the Municipal Heritage Register for possible designation under the Ontario Heritage Act. Council direction on this matter was provided following the August 1, 2023 report to Council titled: *Windsor Municipal Heritage Register: Strategies in Response to Provincial Bill 23* (City-wide).

Implementation and Interpretation (Chapter 6)

- **All land use planning decisions must be consistent with the new PPS 2024 (6.1.7)**
- **Official Plans are required to be up to date with PPS 2024 (6.1.5)**
- **Required to undertake early engagement with indigenous communities (6.2.2)**
- **Required to collaborate with publicly-assisted post-secondary institutions, and school boards (6.2.4)**

The PPS 2024 also includes policies requiring planning authorities to make decisions consistent with the PPS 2024, even where that planning authority must decide on a planning matter before the official plan has been updated to be consistent with the PPS 2024, or before other applicable planning instruments have been updated.

PPS 2024 continues to reference that "the official plan is the most important vehicle for implementing [the] Provincial Policy Statement" as part of the non-policy preamble.

Policy 6.1.5 requires planning authorities to keep their official plans up to date with the Provincial Planning Statement in order to protect provincial interests.

Policy 6.1.7 provides that where a planning authority must decide on a planning matter before its official plan has been updated to be consistent with the PPS, 2024, or before other applicable planning instruments have been updated accordingly, it must still make a decision that is consistent with the PPS, 2024.

Policy 6.2.2 provides that planning authorities are now required to undertake early engagement with indigenous communities to facilitate knowledge sharing and consideration of indigenous interests in land use planning matters.

The PPS, 2024 contains new policies in section 6.2.5 requiring planning authorities to engage with the public, school boards and publicly assisted post-secondary institutions in efforts to implement the PPS, 2024. In particular, policies 6.2.5 and 6.2.6 direct planning authorities to collaborate with publicly assisted post-secondary institutions to facilitate early and integrated planning for student housing and to develop a strategy that includes consideration of off-campus housing targeted to students. This reflects recent changes through Bill 185 which now exempts undertakings of "publicly assisted universities" or "federated colleges and universities" from the Planning Act.

New Definitions

The 2024 PPS introduces a number of new defined terms, including "affordable", "designated growth area", "energy storage system", "low- and moderate-income households" and "urban agriculture". This is notable as planning authorities will now be required to consider and encourage near-urban and urban agriculture to foster a "robust agri-food network and provide opportunity for development of energy supply, including energy storage systems under the 2024 PPS.

Next Steps/Future Work Plan

The recommendations in this report recognize that Planning Authorities across Ontario will have to further review and refine existing planning documents including Official Plans and Zoning by-laws. Future policy updates will continue to expand on recent Council initiatives including:

- Expanding on the existing Intensification Framework of mixed-use centres, nodes and corridors by establishing residential corridors and identifying all of them as Strategic Growth Areas;
- Refining the existing corridors and nodes within strategic growth areas which provide an appropriate type and scale of developments;
- Implementing Intensification Targets within designated growth areas;
- Reviewing and updating Chapter 3: Urban Growth Strategy of the Official Plan to identify the Designated Growth Areas (Sandwich South) and Strategic Growth Areas (centres, nodes and corridors), and to establish density and intensification targets respectively;

- Reviewing and updating Chapter 6: Land Use of the Official Plan to implement the Strategic Growth Areas and to ensure compatible intensification of the Strategic Growth Areas and neighbourhoods;
- Reviewing and updating the Additional Dwelling Unit (ADU) Official Plan policies and Zoning Bylaw regulations based on monitoring development activity and to comply with the recently released Ontario Regulation 462/24 (November 20, 2024);
- Bringing forward the Phase 1 report for Council direction to proceed with the creation of the Walkerville Heritage Conservation District; and,
- Continuing the comprehensive Heritage Property Assessment to review all of the properties on the Municipal Heritage Register for possible designation under the Ontario Heritage Act consistent with the PPS, 2024 and in response to Bill 23.

Risk Analysis:

N/A

Climate Change Risks

Climate Change Mitigation:

Provincial Planning Statement 2024 provides policy direction on matters which address Climate Change mitigation.

Climate Change Adaptation:

Provincial Planning Statement 2024 provides policy direction on matters which address Climate Change adaptation.

Financial Matters:

N/A

Consultations:

N/A

Conclusion:

This report is prepared to keep Committee and Council informed of the changes that have recently been made and announced by the Province to the Provincial Planning Statement 2024 which came into effect on October 20, 2024.

The Provincial Planning Statement 2024 applies to all land use planning decisions made in Ontario. The Provincial Planning Statement shall be read in its entirety and all relevant policies are to be applied to each situation.

It is expected that as staff use the document and become more familiar with the policies that the implications of the changes will become clearer. As a result, it is anticipated that administration will be continuing to review growth strategies within the Official Plan and

bring consistency with the Provincial Planning Statement 2024 based on local conditions.

Also, this report informs Council of recent and future City of Windsor Planning Policy initiatives which fall within key changes from the Provincial Planning Statement 2024 framework.

Planning Act Matters:

Frank Garardo, MCIP, RPP

Planner III – Policy and Special Studies

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 JM

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Appendices:

1 Appendix A - Provincial Planning Statement 2024

MINISTRY OF MUNICIPAL AFFAIRS AND HOUSING

Ontario

PROVINCIAL PLANNING STATEMENT, 2024

Under the *Planning Act*

PROVINCIAL PLANNING STATEMENT, 2024

Approved by the Lieutenant Governor in Council, Order in Council No. 1099/2024

The Provincial Planning Statement was issued under section 3 of the *Planning Act* and came into effect October 20, 2024. It replaces the Provincial Policy Statement that came into effect on May 1, 2020.

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Chapter 1: Introduction

Vision

Ontario is a vast, fast-growing province that is home to many urban, rural and northern communities distinguished by different populations, economic activity, pace of growth, and physical and natural conditions. More than anything, a prosperous Ontario will see the building of more homes for all Ontarians. This is why the province has set a goal of getting at least 1.5 million homes built by 2031.

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

A prosperous and successful Ontario will also support a strong and competitive economy that is investment-ready and recognized for its influence, innovation and diversity. Ontario's economy will continue to mature into a centre of industry and commerce of global significance. Central to this success will be the people who live and work in this province.

Ontario's land use planning framework, and the decisions that are made, shape how our communities grow and prosper. Prioritizing compact and *transit-supportive* design, where locally appropriate, and optimizing investments in *infrastructure* and *public service facilities* will support convenient access to housing, quality employment, services and recreation for all Ontarians. Cultural heritage and archaeology in Ontario will provide people with a sense of place. And while many Ontarians still face a complex range of challenges, municipalities will work with the Province to support the long term prosperity and well-being of residents through the design of communities responsive to the needs of all Ontarians.

Ontario's vibrant agricultural sector and sensitive areas will continue to form part of the province's economic prosperity and overall identity. Growth and development will be prioritized within urban and rural settlements that will, in turn, support and protect the long-term viability of *rural areas*, local food production, and the *agri-food network*. In addition, resources, including natural areas, water, aggregates and agricultural lands will be protected. Potential risks to public health or safety or of property damage from natural hazards and human-made hazards, including the risks associated with the impacts of climate change will be mitigated.

Ontario will continue to recognize the unique role Indigenous communities have in land use planning and development, and the contribution of Indigenous communities' perspectives and traditional knowledge to land use planning decisions. Meaningful early engagement and constructive, cooperative relationship-building between planning authorities and Indigenous communities will facilitate knowledge-sharing and inform decision-making in land use planning.

Above all, Ontario will continue to be a great place to live, work and visit where all Ontarians enjoy a high standard of living and an exceptional quality of life.

Role of the Provincial Planning Statement

The Provincial Planning Statement provides 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 Provincial Planning Statement 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.

Municipal official plans are the most important vehicle for implementation of the Provincial Planning Statement and for achieving comprehensive, integrated and long-term planning. Official plans should coordinate cross-boundary matters to complement the actions of other planning authorities and promote mutually beneficial outcomes.

Zoning and development permit by-laws are also important for the implementation of the Provincial Planning Statement. Zoning and development permit by-laws should be forward-looking and facilitate opportunities for an appropriate range and mix of *housing options* for all Ontarians.

Land use planning is only one of the tools for implementing provincial interests. A wide range of legislation, regulations, policies and programs may apply to decisions with respect to *Planning Act* applications, affect planning matters, and assist in implementing these interests.

The Province's rich cultural diversity is one of its distinctive and defining features. Indigenous communities have a unique relationship with the land and its resources, which continues to shape the history and economy of the Province today. Ontario recognizes the unique role Indigenous communities have in land use planning and development, and the contribution of Indigenous communities' perspectives and traditional knowledge to land use planning decisions. The Province recognizes the importance of consulting with Aboriginal communities on planning matters that may affect their section 35 Aboriginal or treaty rights.

Legislative Authority

The Provincial Planning Statement is a policy statement issued under the authority of section 3 of the *Planning Act* and came into effect on October 20, 2024. The Provincial Planning Statement applies to all decisions in respect of the exercise of any authority that affects a planning matter made on or after October 20, 2024.

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

Comments, submissions or advice that affect a planning matter that are provided by the council of a municipality, a local board, a planning board, a minister or ministry, board, commission or agency of the government shall be consistent with the Provincial Planning Statement.

How to Read the Provincial Planning Statement

The provincial policy-led planning system recognizes and addresses the complex inter-relationships among environmental, economic, health and social factors in land use planning. The Provincial Planning Statement supports a comprehensive, integrated and long-term approach to planning, and recognizes linkages among policy areas.

The Provincial Planning Statement is more than a set of individual policies. It is to be read in its entirety and the relevant policies are to be applied to each situation. When more than one policy is relevant, a decision-maker should consider all of the relevant policies to understand how they work together. The language of each policy, including the Implementation and Interpretation policies, will assist decision-makers in understanding how the policies are to be implemented.

There is no implied priority in the order in which the policies appear. While specific policies sometimes refer to other policies for ease of use, these cross-references do not take away from the need to read the Provincial Planning Statement as a whole.

Consider Specific Policy Language

When applying the Provincial Planning Statement it is important to consider the specific language of the policies. Each policy provides direction on how it is to be implemented, how it is situated within the broader Provincial Planning Statement, and how it relates to other policies.

Some policies set out positive directives, such as “settlement areas shall be the focus of growth and development.” Other policies set out limitations and prohibitions, such as “development and site alteration shall not be permitted.” Other policies use enabling or supportive language, such as “should,” “promote,” and “encourage.”

The choice of language is intended to distinguish between the types of policies and the nature of implementation. There is some discretion when applying a policy with enabling or supportive language in contrast to a policy with a directive, limitation or prohibition.

Geographic Scale of Policies

The Provincial Planning Statement recognizes the diversity of Ontario and that local context is important. Policies are outcome-oriented, and some policies provide flexibility in their implementation provided that provincial interests are upheld.

While the Provincial Planning Statement is to be read as a whole, not all policies will be applicable to every site, feature or area. The Provincial Planning Statement applies at a range of geographic scales.

Some of the policies refer to specific areas or features and can only be applied where these features or areas exist. Other policies refer to planning objectives that need to be considered in the context of the municipality or planning area as a whole, and are not necessarily applicable to a specific site or development proposal.

Within the Great Lakes –St. Lawrence River Basin, there may be circumstances where planning authorities should consider agreements related to the protection or restoration of the Great Lakes – St. Lawrence River Basin. Examples of these agreements include Great Lakes agreements between Ontario and Canada, between Ontario and Quebec and the Great Lakes States of the United States of America, and between Canada and the United States of America.

Policies Represent Minimum Standards

The policies of the Provincial Planning Statement represent minimum standards.

Within the framework of the provincial policy-led planning system, planning authorities and decision-makers may go beyond these minimum standards to address matters of importance to a specific community, unless doing so would conflict with any policy of the Provincial Planning Statement.

Defined Terms and Meanings

Except for references to legislation which are italicized, other italicized terms in the Provincial Planning Statement are defined in the Definitions chapter. For non-italicized terms, the normal meaning of the word applies. Terms may be italicized only in specific policies; for these terms, the defined meaning applies where they are italicized and the normal meaning applies where they are not italicized. Defined terms in the Definitions chapter are intended to capture both singular and plural forms of these terms in the policies.

Provincial Guidance

Provincial guidance, including guidance material, guidelines and technical criteria may be issued from time to time to assist planning authorities and decision-makers with implementing the policies of the Provincial Planning Statement. Information, technical criteria and approaches outlined in provincial guidance are meant to support implementation but not add to or detract from the policies of this Provincial Planning Statement.

Relationship with Provincial Plans

The Provincial Planning Statement provides overall policy directions on matters of provincial interest related to land use planning and development in Ontario, and applies province-wide, except where this Provincial Planning Statement or another provincial plan provides otherwise.

Provincial plans, such as the Greenbelt Plan and the Oak Ridges Moraine Conservation Plan, build upon the policy foundation provided by the Provincial Planning Statement. They provide additional land use planning policies to address issues facing specific geographic areas in Ontario.

Provincial plans are to be read in conjunction with the Provincial Planning Statement. They take precedence over the policies of the Provincial Planning Statement to the extent of any conflict, except where the relevant legislation provides otherwise.

Where the policies of provincial plans address the same, similar, related, or overlapping matters as the policies of the Provincial Planning Statement, applying the more specific policies of the provincial plan satisfies the more general requirements of the Provincial Planning Statement. In contrast, where matters addressed in the Provincial Planning Statement do not overlap with policies in provincial plans, the policies in the Provincial Planning Statement must be independently satisfied.

Land use planning decisions made by municipalities, planning boards, the Province, or a commission or agency of the government must be consistent with the Provincial Planning Statement. Where provincial plans are in effect, planning decisions must conform or not conflict with them, as the case may be.

Chapter 2: Building Homes, Sustaining Strong and Competitive Communities

2.1 Planning for People and Homes

1. As informed by provincial guidance, planning authorities shall base population and employment growth forecasts on Ontario Population Projections published by the Ministry of Finance and may modify, as appropriate.

2. Notwithstanding policy 2.1.1, municipalities may continue to forecast growth using population and employment forecasts previously issued by the Province for the purposes of land use planning.

3. At the time of creating a new official plan and each official plan update, sufficient land shall be made available to accommodate an appropriate range and mix of land uses to meet projected needs for a time horizon of at least 20 years, but not more than 30 years, informed by provincial guidance. Planning for *infrastructure*, *public service facilities*, *strategic growth areas* and *employment areas* may extend beyond this time horizon.

   Where the Minister of Municipal Affairs and Housing has made a zoning order, the resulting development potential shall be in addition to projected needs over the planning horizon established in the official plan. At the time of the municipality's next official plan update, this additional growth shall be incorporated into the official plan and related infrastructure plans.

4. To provide for an appropriate range and mix of *housing options* and densities required to meet projected requirements of current and future residents of the *regional market area*, planning authorities shall:

   a) maintain at all times the ability to accommodate residential growth for a minimum of 15 years through lands which are *designated and available* for residential development; and
   b) maintain at all times where new development is to occur, land with servicing capacity sufficient to provide at least a three-year supply of residential units available through lands suitably zoned, including units in draft approved or registered plans.

5. Where planning is conducted by an upper-tier municipality, the land and unit supply maintained by the lower-tier municipality identified in policy 2.1.4 shall be based on and reflect the allocation of population and units by the upper-tier municipality.

6. Planning authorities should support the achievement of *complete communities* by:

    a) accommodating an appropriate range and mix of land uses, *housing options*, transportation options with *multimodal* access, employment, *public service facilities* and other institutional uses (including schools and associated child care facilities, long-term care facilities, places of worship and cemeteries), recreation, parks and open space, and other uses to meet long-term needs;
    b) improving accessibility for people of all ages and abilities by addressing land use barriers which restrict their full participation in society; and
    c) improving social equity and overall quality of life for people of all ages, abilities, and incomes, including equity-deserving groups.

2.2 Housing

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

    a) establishing and implementing minimum targets for the provision of housing that is *affordable* to *low and moderate income households*, and coordinating land use planning and planning for housing with Service Managers to address the full range of *housing options* including *affordable* housing needs;
    b) permitting and facilitating:
        1. all *housing options* required to meet the social, health, economic and well-being requirements of current and future residents, including *additional needs housing* and needs arising from demographic changes and employment opportunities; and
        2. all types of residential *intensification*, including the *development* and *redevelopment* of underutilized commercial and institutional sites (e.g., shopping malls and plazas) for residential use, development and introduction of new *housing options* within previously developed areas, and *redevelopment*, which results in a net increase in residential units in accordance with policy 2.3.1.3;
    c) promoting densities for new housing which efficiently use land, resources, *infrastructure* and *public service facilities*, 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
    e) are *freight-supportive*.

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*.

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

5. Planning authorities are encouraged to establish density targets for *designated growth areas*, based on local conditions. *Large and fast-growing municipalities* are encouraged to plan for a target of 50 residents and jobs per gross hectare in *designated growth areas*.

6. Planning authorities should establish and implement phasing policies, where appropriate, to ensure that development within *designated growth areas* is orderly and aligns with the timely provision of the *infrastructure* and *public service facilities*.

2.3.2 New Settlement Areas and Settlement Area Boundary Expansions

1. In identifying a new *settlement area* or allowing a *settlement area* boundary expansion, planning authorities shall consider the following:

    a) the need to designate and plan for additional land to accommodate an appropriate range and mix of land uses;
    b) if there is sufficient capacity in existing or planned *infrastructure* and *public service facilities*;
    c) whether the applicable lands comprise *specialty crop areas*;
    d) the evaluation of alternative locations which avoid *prime agricultural areas* and, where avoidance is not possible, consider reasonable alternatives on lower priority agricultural lands in *prime agricultural areas*;
    e) whether the new or expanded *settlement area* complies with the *minimum distance separation formulae*;
    f) whether impacts on the *agricultural system* are avoided, or where avoidance is not possible, minimized and mitigated to the extent feasible as determined through an *agricultural impact assessment* or equivalent analysis, based on provincial guidance; and
    g) the new or expanded *settlement area* provides for the phased progression of urban development.

2. Notwithstanding policy 2.3.2.1.b), planning authorities may identify a new *settlement area* only where it has been demonstrated that the *infrastructure* and *public service facilities* to support development are planned or available.

2.4 Strategic Growth Areas

2.4.1 General Policies for Strategic Growth Areas

1. Planning authorities are encouraged to identify and focus growth and development in *strategic growth areas*.

2. To support the achievement of *complete communities*, a range and mix of *housing options*, *intensification* and more mixed-use development, *strategic growth areas* should be planned:

    a) to accommodate significant population and employment growth;
    b) as focal areas for education, commercial, recreational, and cultural uses;
    c) to accommodate and support the transit network and provide connection points for inter- and intra-regional transit; and
    d) to support *affordable*, accessible, and equitable housing.

3. Planning authorities should:

    a) prioritize planning and investment for *infrastructure* and *public service facilities* in *strategic growth areas*;
    b) identify the appropriate type and scale of development in *strategic growth areas* and the transition of built form to adjacent areas;
    c) permit *development* and *intensification* in *strategic growth areas* to support the achievement of *complete communities* and a *compact built form*;
    d) consider a student housing strategy when planning for *strategic growth areas*; and
    e) support *redevelopment* of commercially-designated retail lands (e.g., underutilized shopping malls and plazas), to support mixed-use residential.

2.4.2 Major Transit Station Areas

1. Planning authorities shall delineate the boundaries of *major transit station areas* on *higher order transit* corridors through a new official plan or official plan amendment adopted under section 26 of the *Planning Act*. The delineation shall define an area within an approximately 500 to 800-metre radius of a transit station and that maximizes the number of potential transit users that are within walking distance of the station.

2. Within *major transit station areas* on *higher order transit* corridors, planning authorities shall plan for a minimum density target of:

    a) 200 residents and jobs combined per hectare for those that are served by subways;
    b) 160 residents and jobs combined per hectare for those that are served by light rail or bus rapid transit; or
    c) 150 residents and jobs combined per hectare for those that are served by commuter or regional rail.

3. Planning authorities are encouraged to promote *development* and *intensification* within *major transit station areas*, where appropriate, by:

    a) planning for land uses and built form that supports the achievement of minimum density targets; and
    b) supporting the *redevelopment* of surface parking lots within *major transit station areas*, including commuter parking lots, to be *transit-supportive* and promote *complete communities*.

4. For any particular *major transit station area*, planning authorities may request the Minister to approve an official plan or official plan amendment with a target that is lower than the applicable target established in policy 2.4.2.2, where it has been demonstrated that this target cannot be achieved because:

    a) *development* is prohibited by provincial policy or severely restricted on a significant portion of the lands within the delineated area; or
    b) there are a limited number of residents and jobs associated with the built form, but a *major trip generator* or feeder service will sustain high ridership at the station or stop.

5. Planning authorities may plan for *major transit station areas* that are not on *higher order transit* corridors by delineating boundaries and establishing minimum density targets.

6. All *major transit station areas* should be planned and designed to be *transit-supportive* and to achieve *multimodal* access to stations and connections to nearby *major trip generators* by providing, where feasible:

    a) connections to local and regional transit services to support *transit service integration*;
    b) *infrastructure* that accommodates a range of mobility needs and supports *active transportation*, including sidewalks, bicycle lanes, and secure bicycle parking; and
    c) commuter pick-up/drop-off areas.

2.4.3 Frequent Transit Corridors

1. Planning authorities shall plan for *intensification* on lands that are adjacent to existing and planned *frequent transit* corridors, where appropriate.

2.5 Rural Areas in Municipalities

1. Healthy, integrated and viable *rural areas* should be supported by:

    a) building upon rural character, and leveraging rural amenities and assets;
    b) promoting regeneration, including the *redevelopment* of *brownfield sites*;
    c) accommodating an appropriate range and mix of housing in rural *settlement areas*;
    d) using rural *infrastructure* and *public service facilities* efficiently;
    e) promoting diversification of the economic base and employment opportunities through goods and services, including value-added products and the sustainable management or use of resources;
    f) providing opportunities for sustainable and diversified tourism, including leveraging historical, cultural, and natural assets;
    g) conserving biodiversity and considering the ecological benefits provided by nature; and
    h) providing opportunities for economic activities in *prime agricultural areas*, in accordance with policy 4.3.

2. In *rural areas*, rural *settlement areas* shall be the focus of growth and development and their vitality and regeneration shall be promoted.

3. When directing development in rural *settlement areas* in accordance with policy 2.3, planning authorities shall give consideration to locally appropriate rural characteristics, the scale of development and the provision of appropriate service levels.

    Growth and development may be directed to *rural lands* in accordance with policy 2.6, including where a municipality does not have a *settlement area*.

2.6 Rural Lands in Municipalities

1. On *rural lands* located in municipalities, permitted uses are:

    a) the management or use of resources;
    b) resource-based recreational uses (including recreational dwellings not intended as permanent residences);
    c) residential development, including lot creation, where site conditions are suitable for the provision of appropriate *sewage and water services*;
    d) *agricultural uses*, *agriculture-related uses*, *on-farm diversified uses* and *normal farm practices*, in accordance with provincial standards;
    e) home occupations and home industries;
    f) cemeteries; and
    g) other rural land uses.

2. Development that can be sustained by rural service levels should be promoted.

3. Development shall be appropriate to the *infrastructure* which is planned or available, and avoid the need for the uneconomical expansion of this *infrastructure*.

4. Planning authorities should support a diversified rural economy by protecting agricultural and other resource-related uses and directing non-related development to areas where it will minimize constraints on these uses.

5. New land uses, including the creation of lots, and new or expanding livestock facilities, shall comply with the *minimum distance separation formulae*.

2.7 Territory Without Municipal Organization

1. On *rural lands* located in territory without municipal organization, the focus of development activity shall be related to the sustainable management or use of resources and resource-based recreational uses (including recreational dwellings not intended as permanent residences).

2. Development shall be appropriate to the *infrastructure* which is planned or available, and avoid the need for the unjustified and/or uneconomical expansion of this *infrastructure*.

3. The establishment of new permanent townsites shall not be permitted.

4. In areas adjacent to and surrounding municipalities, only development that is related to the sustainable management or use of resources and resource-based recreational uses (including recreational dwellings not intended as permanent residences) shall be permitted. Other uses may only be permitted if:

    a) the area forms part of a planning area;
    b) the necessary *infrastructure* and *public service facilities* are planned or available to support the development and are financially viable over their life cycle; and
    c) it has been determined that the impacts of development will not place an undue strain on the *public service facilities* and *infrastructure* provided by adjacent municipalities, regions and/or the Province.

2.8 Employment

2.8.1 Supporting a Modern Economy

1. Planning authorities shall promote economic development and competitiveness by:

    a) providing for an appropriate mix and range of employment, institutional, and broader mixed uses to meet long-term needs;
    b) providing opportunities for a diversified economic base, including maintaining a range and choice of suitable sites for employment uses which support a wide range of economic activities and ancillary uses, and take into account the needs of existing and future businesses;
    c) identifying strategic sites for investment, monitoring the availability and suitability of employment sites, including market-ready sites, and seeking to address potential barriers to investment;
    d) encouraging *intensification* of employment uses and compatible, compact, mixed-use development to support the achievement of *complete communities*; and
    e) addressing land use compatibility adjacent to *employment areas* by providing an appropriate transition to *sensitive land uses*.

2. Industrial, manufacturing and small-scale warehousing uses that could be located adjacent to *sensitive land uses* without *adverse effects* are encouraged in *strategic growth areas* and other mixed-use areas where *frequent transit* service is available, outside of *employment areas*.

3. In addition to policy 3.5, on lands within 300 metres of *employment areas*, *development* shall avoid, or where avoidance is not possible, minimize and mitigate potential impacts on the long-term economic viability of employment uses within existing or planned *employment areas*, in accordance with provincial guidelines.

4. Major office and major institutional development should be directed to *major transit station areas* or other *strategic growth areas* where *frequent transit* service is available.

2.8.2 Employment Areas

1. Planning authorities shall plan for, protect and preserve *employment areas* for current and future uses, and ensure that the necessary *infrastructure* is provided to support current and projected needs.

2. Planning authorities shall protect *employment areas* that are located in proximity to *major goods movement facilities and corridors*, including facilities and corridors identified in provincial transportation plans, for the *employment area* uses that require those locations.

3. Planning authorities shall designate, protect and plan for all *employment areas* in *settlement areas* by:

    a) planning for *employment area* uses over the long-term that require those locations including manufacturing, research and development in connection with manufacturing, warehousing and goods movement, and associated retail and office uses and ancillary facilities;
    b) prohibiting residential uses, commercial uses, *public service facilities* and other institutional uses;
    c) prohibiting retail and office uses that are not associated with the primary employment use;
    d) prohibiting other *sensitive land uses* that are not ancillary to uses permitted in the *employment area*; and
    e) including an appropriate transition to adjacent non-*employment areas* to ensure land use compatibility and economic viability.

4. Planning authorities shall assess and update *employment areas* identified in official plans to ensure that this designation is appropriate to the planned function of *employment areas*. In planning for *employment areas*, planning authorities shall maintain land use compatibility between *sensitive land uses* and *employment areas* in accordance with policy 3.5 to maintain the long-term operational and economic viability of the planned uses and function of these areas.

5. Planning authorities may remove lands from *employment areas* only where it has been demonstrated that:

    a) there is an identified need for the removal and the land is not required for *employment area* uses over the long term;
    b) the proposed uses would not negatively impact the overall viability of the *employment area* by:
        1. avoiding, or where avoidance is not possible, minimizing and mitigating potential impacts to existing or planned *employment area* uses in accordance with policy 3.5;
        2. maintaining access to *major goods movement facilities and corridors*;
    c) existing or planned *infrastructure* and *public service facilities* are available to accommodate the proposed uses; and
    d) the municipality has sufficient employment lands to accommodate projected employment growth to the horizon of the approved official plan.

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*;
    b) incorporate climate change considerations in planning for and the development of *infrastructure*, including stormwater management systems, and *public service facilities*;
    c) support energy conservation and efficiency;
    d) promote *green infrastructure*, *low impact development*, and *active transportation*, protect the environment and improve air quality; and
    e) take into consideration any additional approaches that help reduce greenhouse gas emissions and build community resilience to the *impacts of a changing climate*.

Chapter 3: Infrastructure and Facilities

3.1 General Policies for Infrastructure and Public Service Facilities

1. *Infrastructure* and *public service facilities* shall be provided in an efficient manner while accommodating projected needs.

   Planning for *infrastructure* and *public service facilities* shall be coordinated and integrated with land use planning and growth management so that they:

   a) are financially viable over their life cycle, which may be demonstrated through asset management planning;
   b) leverage the capacity of development proponents, where appropriate; and
   c) are available to meet current and projected needs.

2. Before consideration is given to developing new *infrastructure* and *public service facilities*:

   a) the use of existing *infrastructure* and *public service facilities* should be optimized; and
   b) opportunities for adaptive re-use should be considered, wherever feasible.

3. *Infrastructure* and *public service facilities* should be strategically located to support the effective and efficient delivery of emergency management services, and to ensure the protection of public health and safety in accordance with the policies in Chapter 5: Protecting Public Health and Safety.

4. *Public service facilities* should be planned and co-located with one another, along with parks and open space where appropriate, to promote cost-effectiveness and facilitate service integration, access to transit and *active transportation*.

5. Planning authorities, in collaboration with school boards, should consider and encourage innovative approaches in the design of schools and associated child care facilities, such as schools integrated in high-rise developments, in *strategic growth areas*, and other areas with a *compact built form*.

3.2 Transportation Systems

1. *Transportation systems* should be provided which are safe, energy efficient, facilitate the movement of people and goods, are appropriate to address projected needs, and support the use of zero- and low- emission vehicles.

2. Efficient use should be made of existing and planned *infrastructure*, including through the use of *transportation demand management* strategies, where feasible.

3. As part of a *multimodal transportation system*, connectivity within and among *transportation systems* and modes should be planned for, maintained and, where possible, improved, including connections which cross jurisdictional boundaries.

3.3 Transportation and Infrastructure Corridors

1. Planning authorities shall plan for and protect corridors and rights-of-way for *infrastructure*, including transportation, transit, and electricity generation facilities and transmission systems to meet current and projected needs.

2. *Major goods movement facilities and corridors* shall be protected for the long term.

3. Planning authorities shall not permit *development* in *planned corridors* that could preclude or negatively affect the use of the corridor for the purpose(s) for which it was identified.

   New *development* proposed on *adjacent lands* to existing or *planned corridors* and transportation facilities should be compatible with, and supportive of, the long-term purposes of the corridor and should be designed to avoid, or where avoidance is not possible, minimize and mitigate *negative impacts* on and *adverse effects* from the corridor and transportation facilities.

4. The preservation and reuse of abandoned corridors for purposes that maintain the corridor's integrity and continuous linear characteristics should be encouraged, wherever feasible.

5. The co-location of linear *infrastructure* should be promoted, where appropriate.

3.4 Airports, Rail and Marine Facilities

1. Planning for land uses in the vicinity of *airports*, *rail facilities* and *marine facilities* shall be undertaken so that:

   a) their long-term operation and economic role is protected; and
   b) *airports*, *rail facilities* and *marine facilities*, and *sensitive land uses* are appropriately designed, buffered and/or separated from each other, in accordance with policy 3.5.

2. *Airports* shall be protected from incompatible land uses and development by:

   a) prohibiting new residential *development* and other *sensitive land uses* in areas near *airports* above 30 NEF/NEP;
   b) considering redevelopment of existing residential uses and other sensitive land uses or infilling of residential and other sensitive land uses in areas above 30 NEF/NEP only if it has been demonstrated that there will be no negative impacts on the long-term function of the *airport*; and
   c) prohibiting land uses which may cause a potential aviation safety hazard.

3.5 Land Use Compatibility

1. *Major facilities* and *sensitive land uses* shall be planned and developed to avoid, or if avoidance is not possible, minimize and mitigate any potential *adverse effects* from odour, noise and other contaminants, minimize risk to public health and safety, and to ensure the long-term operational and economic viability of *major facilities* in accordance with provincial guidelines, standards and procedures.

2. Where avoidance is not possible in accordance with policy 3.5.1, planning authorities shall protect the long-term viability of existing or planned industrial, manufacturing or other *major facilities* that are vulnerable to encroachment by ensuring that the planning and *development* of proposed adjacent *sensitive land uses* is only permitted if potential *adverse affects* to the proposed *sensitive land use* are minimized and mitigated, and potential impacts to industrial, manufacturing or other *major facilities* are minimized and mitigated in accordance with provincial guidelines, standards and procedures.

3.6 Sewage, Water and Stormwater

1. Planning for *sewage and water services* shall:

    a) accommodate forecasted growth in a timely manner that promotes the efficient use and optimization of existing *municipal sewage services* and *municipal water services* and existing *private communal sewage services* and *private communal water services*;
    b) ensure that these services are provided in a manner that:
        1. can be sustained by the water resources upon which such services rely;
        2. is feasible and financially viable over their life cycle;
        3. protects human health and safety, and the natural environment, including the *quality and quantity of water*; and
        4. aligns with comprehensive municipal planning for these services, where applicable.
    c) promote water and energy conservation and efficiency;
    d) integrate servicing and land use considerations at all stages of the planning process;
    e) consider opportunities to allocate, and re-allocate if necessary, the unused system capacity of *municipal water services* and *municipal sewage services* to support efficient use of these services to meet current and projected needs for increased housing supply; and
    f) be in accordance with the servicing options outlined through policies 3.6.2, 3.6.3, 3.6.4 and 3.6.5.

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.

3. Where *municipal sewage services* and *municipal water services* are not available, planned or feasible, *private communal sewage services* and *private communal water services* are the preferred form of servicing for multi-unit/lot *development* to support protection of the environment and minimize potential risks to human health and safety.

4. Where *municipal sewage services* and *municipal water services* or *private communal sewage services* and *private communal water services* are not available, planned or feasible, *individual on-site sewage services* and *individual on-site water services* may be used provided that site conditions are suitable for the long-term provision of such services with no *negative impacts*.

   At the time of the official plan review or update, planning authorities should assess the long-term impacts of *individual on-site sewage services* and *individual on-site water services* on environmental health and the financial viability or feasibility of other forms of servicing set out in policies 3.6.2 and 3.6.3.

5. *Partial services* shall only be permitted in the following circumstances:

   a) where they are necessary to address failed *individual on-site sewage services* and *individual on-site water services* in existing development;
   b) within *settlement areas*, to allow for infilling and minor rounding out of existing development on *partial services* provided that site conditions are suitable for the long-term provision of such services with no *negative impacts*; or
   c) within rural *settlement areas* where new development will be serviced by *individual on-site water services* in combination with *municipal sewage services* or *private communal sewage services*.

6. In rural areas, where *partial services* have been provided to address failed services in accordance with policy 3.6.5.a), infilling on existing lots of record may be permitted where this would represent a logical and financially viable connection to the existing *partial service* and provided that site conditions are suitable for the long-term provision of such services with no *negative impacts*.

7. Planning authorities may allow lot creation where there is confirmation of sufficient *reserve sewage system capacity* and *reserve water system capacity*.

8. Planning for stormwater management shall:

    a) be integrated with planning for *sewage and water services* and ensure that systems are optimized, retrofitted as appropriate, feasible and financially viable over their full life cycle;
    b) minimize, or, where possible, prevent or reduce increases in stormwater volumes and contaminant loads;
    c) minimize erosion and changes in water balance including through the use of *green infrastructure*;
    d) mitigate risks to human health, safety, property and the environment;
    e) maximize the extent and function of vegetative and pervious surfaces;
    f) promote best practices, including stormwater attenuation and re-use, water conservation and efficiency, and *low impact development*; and
    g) align with any comprehensive municipal plans for stormwater management that consider cumulative impacts of stormwater from development on a *watershed* scale.

3.7 Waste Management

1. *Waste management systems* need to be planned for and provided that are of an appropriate size, type, and location to accommodate present and future requirements, and facilitate integrated waste management.

3.8 Energy Supply

1. Planning authorities should provide opportunities for the development of energy supply including electricity generation facilities and transmission and distribution systems, *energy storage systems*, district energy, *renewable energy systems*, and *alternative energy systems*, to accommodate current and projected needs.

3.9 Public Spaces, Recreation, Parks, Trails and Open Space

1. Healthy, active, and inclusive communities should be promoted by:

    a) planning public streets, spaces and facilities to be safe, meet the needs of persons of all ages and abilities, including pedestrians, foster social interaction and facilitate *active transportation* and community connectivity;
    b) planning and providing for the needs of persons of all ages and abilities in the distribution of a full range of publicly-accessible built and natural settings for recreation, including facilities, parklands, public spaces, open space areas, trails and linkages, and, where practical, water-based resources;
    c) providing opportunities for public access to shorelines; and
    d) recognizing provincial parks, conservation reserves, and other protected areas, and minimizing negative impacts on these areas.

Chapter 4: Wise Use and Management of Resources

4.1 Natural Heritage

1. Natural features and areas shall be protected for the long term.

2. The diversity and connectivity of natural features in an area, and the long-term *ecological function* and biodiversity of *natural heritage systems*, should be maintained, restored or, where possible, improved, recognizing linkages between and among *natural heritage features and areas*, *surface water features* and *ground water features*.

3. *Natural heritage systems* shall be identified in Ecoregions 6E & 7E[1], recognizing that *natural heritage systems* will vary in size and form in *settlement areas*, *rural areas*, and *prime agricultural areas*.

4. *Development* and *site alteration* shall not be permitted in:

    a) *significant wetlands* in Ecoregions 5E, 6E and 7E[1]; and
    b) *significant coastal wetlands*.

5. *Development* and *site alteration* shall not be permitted in:

    a) *significant wetlands* in the Canadian Shield north of Ecoregions 5E, 6E and 7E[1];
    b) *significant woodlands* in Ecoregions 6E and 7E (excluding islands in Lake Huron and the St. Marys River)[1];
    c) *significant valleylands* in Ecoregions 6E and 7E (excluding islands in Lake Huron and the St. Marys River)[1];
    d) *significant wildlife habitat*;
    e) *significant areas of natural and scientific interest*; and
    f) *coastal wetlands* in Ecoregions 5E, 6E and 7E[1] that are not subject to policy 4.1.4.b),

    unless it has been demonstrated that there will be no *negative impacts* on the natural features or their *ecological functions*.

6. *Development* and *site alteration* shall not be permitted in *fish habitat* except in accordance with *provincial and federal requirements*.

7. *Development* and *site alteration* shall not be permitted in *habitat of endangered species and threatened species*, except in accordance with *provincial and federal requirements*.

[1] Ecoregions 5E, 6E and 7E are shown on Figure 1.

8. *Development* and *site alteration* shall not be permitted on *adjacent lands* to the *natural heritage features and areas* identified in policies 4.1.4, 4.1.5, and 4.1.6 unless the *ecological function* of the *adjacent lands* has been evaluated and it has been demonstrated that there will be no *negative impacts* on the natural features or on their *ecological functions*.

9. Nothing in policy 4.1 is intended to limit the ability of *agricultural uses* to continue.

4.2 Water

1. Planning authorities shall protect, improve or restore the *quality and quantity of water* by:

    a) using the *watershed* as the ecologically meaningful scale for integrated and long-term planning, which can be a foundation for considering cumulative impacts of development;
    b) minimizing potential *negative impacts*, including cross-jurisdictional and cross-*watershed* impacts;
    c) identifying *water resource systems*;
    d) maintaining linkages and functions of *water resource systems*;
    e) implementing necessary restrictions on *development* and *site alteration* to:
        1. protect all municipal drinking water supplies and *designated vulnerable areas*; and
        2. protect, improve or restore *vulnerable* surface and ground water, and their *hydrologic functions*;
    f) planning for efficient and sustainable use of water resources, through practices for water conservation and sustaining water quality; and
    g) ensuring consideration of environmental lake capacity, where applicable.

2. *Development* and *site alteration* shall be restricted in or near *sensitive surface water features* and *sensitive ground water features* such that these features and their related *hydrologic functions* will be protected, improved or restored, which may require mitigative measures and/or alternative development approaches.

3. Municipalities are encouraged to undertake, and *large and fast-growing municipalities* shall undertake *watershed planning* to inform planning for *sewage and water services* and stormwater management, including *low impact development*, and the protection, improvement or restoration of the *quality and quantity of water*.

4. Despite policy 4.2.3, where planning is conducted by an upper-tier municipality that includes one or more lower-tier *large and fast-growing municipalities*, the upper-tier municipality shall undertake *watershed planning* in partnership with lower-tier municipalities, including lower-tier l*arge and fast-growing municipalities*.

5. All municipalities undertaking *watershed planning* are encouraged to collaborate with applicable conservation authorities.

4.3 Agriculture

4.3.1 General Policies for Agriculture

1. Planning authorities are required to use an *agricultural system* approach, based on provincial guidance, to maintain and enhance a geographically continuous agricultural land base and support and foster the long-term economic prosperity and productive capacity of the *agri-food network*.

2. As part of the agricultural land base, *prime agricultural areas*, including *specialty crop areas*, shall be designated and protected for long-term use for agriculture.

3. *Specialty crop areas* shall be given the highest priority for protection, followed by Canada Land Inventory Class 1, 2, and 3 lands, and any associated Class 4 through 7 lands within the *prime agricultural area*, in this order of priority.

4.3.2 Permitted Uses

1. In *prime agricultural areas*, permitted uses and activities are: *agricultural uses*, *agriculture-related uses* and *on-farm diversified uses* based on provincial guidance.

   Proposed *agriculture-related uses* and *on-farm diversified uses* shall be compatible with, and shall not hinder, surrounding agricultural operations. Criteria for these uses may be based on provincial guidance or municipal approaches, as set out in municipal planning documents, which achieve the same objectives.

2. In *prime agricultural areas*, all types, sizes and intensities of *agricultural uses* and *normal farm practices* shall be promoted and protected in accordance with provincial standards.

3. New land uses in *prime agricultural areas*, including the creation of lots and new or expanding livestock facilities, shall comply with the *minimum distance separation formulae*.

4. A principal dwelling associated with an agricultural operation shall be permitted in *prime agricultural areas* as an *agricultural use*, in accordance with provincial guidance, except where prohibited in accordance with policy 4.3.3.1.c).

5. Where a residential dwelling is permitted on a lot in a *prime agricultural area*, up to two additional residential units shall be permitted in accordance with provincial guidance, provided that, where two additional residential units are proposed, at least one of these additional residential units is located within or attached to the principal dwelling, and any additional residential units:

    a) comply with the *minimum distance separation formulae*;
    b) are compatible with, and would not hinder, surrounding agricultural operations;
    c) have appropriate *sewage and water services*;
    d) address any public health and safety concerns;
    e) are of limited scale and are located within, attached, or in close proximity to the principal dwelling or farm building cluster; and
    f) minimize land taken out of agricultural production.

    Lots with additional residential units may only be severed in accordance with policy 4.3.3.1.c).

6. For greater certainty, the two additional residential units that are permitted on a lot in a *prime agricultural area* in accordance with policy 4.3.2.5 are in addition to farm worker housing permitted as an *agricultural use*.

4.3.3 Lot Creation and Lot Adjustments

1. Lot creation in *prime agricultural areas* is discouraged and may only be permitted in accordance with provincial guidance for:

    a) *agricultural uses*, provided that the lots are of a size appropriate for the type of *agricultural use(s)* common in the area and are sufficiently large to maintain flexibility for future changes in the type or size of agricultural operations;
    b) *agriculture-related uses*, provided that any new lot will be limited to a minimum size needed to accommodate the use and appropriate *sewage and water services*;
    c) one new residential lot per farm consolidation for a *residence surplus to an agricultural operation*, provided that:
        1. the new lot will be limited to a minimum size needed to accommodate the use and appropriate *sewage and water services*; and
        2. the planning authority ensures that new dwellings and additional residential units are prohibited on any remnant parcel of farmland created by the severance. The approach used to ensure that no new dwellings or additional residential units are permitted on the remnant parcel may be recommended by the Province, or based on municipal approaches that achieve the same objective; and
    d) *infrastructure*, where the facility or corridor cannot be accommodated through the use of easements or rights-of-way.

2. Lot adjustments in *prime agricultural areas* may be permitted for *legal or technical reasons*.

3. The creation of new residential lots in *prime agricultural areas* shall not be permitted, except in accordance with policy 4.3.3.1.c).

4.3.4 Removal of Land from Prime Agricultural Areas

1. Planning authorities may only exclude land from *prime agricultural areas* for expansions of or identification of *settlement areas* in accordance with policy 2.3.2.

4.3.5 Non-Agricultural Uses in Prime Agricultural Areas

1. Planning authorities may only permit non-agricultural uses in *prime agricultural areas* for:
    a) extraction of *minerals*, *petroleum resources* and *mineral aggregate resources*; or
    b) limited non-residential uses, provided that all of the following are demonstrated:
        1. the land does not comprise a *specialty crop area*;
        2. the proposed use complies with the *minimum distance separation formulae*;
        3. there is an identified need within the planning horizon identified in the official plan as provided for in policy 2.1.3 for additional land to accommodate the proposed use; and
        4. alternative locations have been evaluated, and
            i. there are no reasonable alternative locations which avoid *prime agricultural areas*; and
            ii. there are no reasonable alternative locations in *prime agricultural areas* with lower priority agricultural lands.

2. Impacts from any new or expanding non-agricultural uses on the *agricultural system* are to be avoided, or where avoidance is not possible, minimized and mitigated as determined through an *agricultural impact assessment* or equivalent analysis, based on provincial guidance.

4.3.6 Supporting Local Food and the Agri-food Network

1. Planning authorities are encouraged to support local food, facilitate near-urban and *urban agriculture*, and foster a robust *agri-food network*.

4.4 Minerals and Petroleum

4.4.1 General Policies for Minerals and Petroleum

1. *Minerals* and *petroleum resources* shall be protected for long-term use.

4.4.2 Protection of Long-Term Resource Supply

1. *Mineral mining operations* and *petroleum resource operations* shall be identified and protected from *development* and activities that would preclude or hinder their expansion or continued use or which would be incompatible for reasons of public health, public safety or environmental impact.

2. Known *mineral deposits*, known *petroleum resources* and *significant areas of mineral potential* shall be identified, and *development* and activities in these resources or on *adjacent lands* which would preclude or hinder the establishment of new operations or access to the resources shall only be permitted if:

    a) resource use would not be feasible; or
    b) the proposed land use or development serves a greater long-term public interest; and
    c) issues of public health, public safety and environmental impact are addressed.

4.4.3 Rehabilitation

1. Rehabilitation to accommodate subsequent land uses shall be required after extraction and other related activities have ceased. Progressive rehabilitation should be undertaken wherever feasible.

4.4.4 Extraction in Prime Agricultural Areas

1. Extraction of *minerals* and *petroleum resources* is permitted in *prime agricultural areas* provided that the site will be rehabilitated.

4.5 Mineral Aggregate Resources

4.5.1 General Policies for Mineral Aggregate Resources

1. *Mineral aggregate resources* shall be protected for long-term use and, where provincial information is available, *deposits of mineral aggregate resources* shall be identified.

4.5.2 Protection of Long-Term Resource Supply

1. As much of the *mineral aggregate resources* as is realistically possible shall be made available as close to markets as possible.

    Demonstration of need for *mineral aggregate resources*, including any type of supply/demand analysis, shall not be required, notwithstanding the availability, designation or licensing for extraction of *mineral aggregate resources* locally or elsewhere.

2. Extraction shall be undertaken in a manner which minimizes social, economic and environmental impacts.

3. *Mineral aggregate resource conservation* shall be undertaken, including through the use of accessory aggregate recycling facilities within operations, wherever feasible.

4. *Mineral aggregate operations* shall be protected from *development* and activities that would preclude or hinder their expansion or continued use or which would be incompatible for reasons of public health, public safety or environmental impact. Existing *mineral aggregate operations* shall be permitted to continue without the need for official plan amendment, rezoning or development permit under the *Planning Act*. Where the *Aggregate Resources Act* applies, only processes under the *Aggregate Resources Act* shall address the depth of extraction of new or existing *mineral aggregate operations*. When a license for extraction or operation ceases to exist, policy 4.5.2.5 continues to apply.

5. In known *deposits of mineral aggregate resources* and on *adjacent lands*, *development* and activities which would preclude or hinder the establishment of new operations or access to the resources shall only be permitted if:

    a) resource use would not be feasible; or
    b) the proposed land use or development serves a greater long-term public interest; and
    c) issues of public health, public safety and environmental impact are addressed.

4.5.3 Rehabilitation

1. Progressive and final rehabilitation shall be required to accommodate subsequent land uses, to promote land use compatibility, to recognize the interim nature of extraction, and to mitigate negative impacts to the extent possible. Final rehabilitation shall take surrounding land use and approved land use designations into consideration.

2. *Comprehensive rehabilitation* planning is encouraged where there is a concentration of mineral aggregate operations.

3. In parts of the Province not designated under the *Aggregate Resources Act*, rehabilitation standards that are compatible with those under the Act should be adopted for extraction operations on private lands.

4.5.4 Extraction in Prime Agricultural Areas

1. In *prime agricultural areas*, on *prime agricultural land*, extraction of *mineral aggregate resources* is permitted as an interim use provided that:

    a) impacts to the *prime agricultural areas* are addressed, in accordance with policy 4.3.5.2; and
    b) the site will be rehabilitated back to an *agricultural condition*.

2. Despite policy 4.5.4.1.b), complete rehabilitation to an *agricultural condition* is not required if:

    a) the depth of planned extraction makes restoration of pre-extraction agricultural capability unfeasible; and
    b) agricultural rehabilitation in remaining areas is maximized.

4.5.5 Wayside Pits and Quarries, Portable Asphalt Plants and Portable Concrete Plants

1. *Wayside pits and quarries*, *portable asphalt plant*s and *portable concrete plant*s used on public authority contracts shall be permitted, without the need for an official plan amendment, rezoning, or development permit under the *Planning Act* in all areas, except those areas of existing development or particular environmental sensitivity which have been determined to be incompatible with extraction and associated activities.

4.6 Cultural Heritage and Archaeology

1. *Protected heritage property*, which may contain *built heritage resources* or *cultural heritage landscapes*, shall be *conserved*.

2. Planning authorities shall not permit *development* and *site alteration* on lands containing *archaeological resources* or *areas of archaeological potential* unless the *significant archaeological resources* have been *conserved*.

3. Planning authorities shall not permit *development* and *site alteration* on *adjacent lands* to *protected heritage property* unless the *heritage attributes* of the *protected heritage property* will be *conserved*.

4. Planning authorities are encouraged to develop and implement:

    a) archaeological management plans for conserving *archaeological resources*; and
    b) proactive strategies for conserving *significant built heritage resources* and *cultural heritage landscapes*.

5. Planning authorities shall engage early with Indigenous communities and ensure their interests are considered when identifying, protecting and managing *archaeological resources*, *built heritage resources* and *cultural heritage landscapes*.

Chapter 5: Protecting Public Health and Safety

5.1 General Policies for Natural and Human-Made Hazards

1. Development shall be directed away from areas of natural or human-made hazards where there is an unacceptable risk to public health or safety or of property damage, and not create new or aggravate existing hazards.

5.2 Natural Hazards

1. Planning authorities shall, in collaboration with conservation authorities where they exist, identify *hazardous lands* and *hazardous sites* and manage development in these areas, in accordance with provincial guidance.

2. Development shall generally be directed to areas outside of:

    a) *hazardous lands* adjacent to the shorelines of the *Great Lakes - St. Lawrence River System* and *large inland lakes* which are impacted by *flooding hazards*, *erosion hazards* and/or *dynamic beach hazards*;
    b) *hazardous lands* adjacent to *river, stream and small inland lake systems* which are impacted by *flooding hazards* and/or *erosion hazards*; and
    c) *hazardous sites*.

3. *Development* and *site alteration* shall not be permitted within:

    a) the *dynamic beach hazard*;
    b) *defined portions of the flooding hazard along connecting channels* (the St. Marys, St. Clair, Detroit, Niagara and St. Lawrence Rivers);
    c) areas that would be rendered inaccessible to people and vehicles during times of *flooding hazards*, *erosion hazards* and/or *dynamic beach hazards*, unless it has been demonstrated that the site has safe access appropriate for the nature of the *development* and the natural hazard; and
    d) a *floodway* regardless of whether the area of inundation contains high points of land not subject to flooding.

4. Planning authorities shall prepare for the *impacts of a changing climate* that may increase the risk associated with natural hazards.

5. Despite policy 5.2.3, *development* and *site alteration* may be permitted in certain areas associated with the *flooding hazard* along *river, stream and small inland lake systems*:

    a) in those exceptional situations where a *Special Policy Area* has been approved. The designation of a *Special Policy Area*, and any change or modification to the official plan policies, land use designations or boundaries applying to *Special Policy Area* lands, must be approved by the Ministers of Municipal Affairs and Housing and Natural Resources and Forestry prior to the approval authority approving such changes or modifications; or
    b) where the *development* is limited to uses which by their nature must locate within the *floodway*, including flood and/or erosion control works or minor additions or passive non-structural uses which do not affect flood flows.

6. *Development* shall not be permitted to locate in *hazardous lands* and *hazardous sites* where the use is:

    a) an *institutional use* including hospitals, long-term care homes, retirement homes, pre-schools, school nurseries, day cares and schools;
    b) an *essential emergency service* such as that provided by fire, police, and ambulance stations and electrical substations; or
    c) uses associated with the disposal, manufacture, treatment or storage of *hazardous substances*.

7. Where the *two zone concept* for *flood plains* is applied, *development* and *site alteration* may be permitted in the *flood fringe*, subject to appropriate floodproofing to the *flooding hazard* elevation or another *flooding hazard* standard approved by the Minister of Natural Resources and Forestry.

8. Further to policy 5.2.7, and except as prohibited in policies 5.2.3 and 5.2.6, *development* and *site alteration* may be permitted in those portions of *hazardous lands* and *hazardous sites* where the effects and risk to public safety are minor, could be mitigated in accordance with provincial standards, and where all of the following are demonstrated and achieved:

    a) *development and site alteration* is carried out in accordance with *floodproofing standards*, *protection works standards*, and *access standards*;
    b) vehicles and people have a way of safely entering and exiting the area during times of flooding, erosion and other emergencies;
    c) new hazards are not created and existing hazards are not aggravated; and
    d) no adverse environmental impacts will result.

9. *Development* shall generally be directed to areas outside of lands that are unsafe for development due to the presence of *hazardous forest types for wildland fire*.

    Development may however be permitted in lands with *hazardous forest types for wildland fire* where the risk is mitigated in accordance with *wildland fire assessment and mitigation standards*.

5.3 Human-Made Hazards

1. Development on, abutting or adjacent to lands affected by *mine hazards*; *oil, gas and salt hazards*; or former *mineral mining operations*, *mineral aggregate operations* or *petroleum resource operations* may be permitted only if rehabilitation or other measures to address and mitigate known or suspected hazards are under way or have been completed.

2. Sites with contaminants in land or water shall be assessed and remediated as necessary prior to any activity on the site associated with the proposed use such that there will be no *adverse effects*.

Chapter 6: Implementation and Interpretation

6.1 General Policies for Implementation and Interpretation

1. The Provincial Planning Statement shall be read in its entirety and all relevant policies are to be applied to each situation.

2. The Provincial Planning Statement shall be implemented in a manner that is consistent with the recognition and affirmation of existing Aboriginal and treaty rights in section 35 of the *Constitution Act, 1982*.

3. The Provincial Planning Statement shall be implemented in a manner that is consistent with *Ontario Human Rights Code* and the *Canadian Charter of Rights and Freedoms*.

4. When implementing the Provincial Planning Statement, the Minister of Municipal Affairs and Housing may make decisions that take into account other considerations to balance government priorities.

5. Official plans shall identify provincial interests and set out appropriate land use designations and policies. Official plans shall provide clear, reasonable and attainable policies to protect provincial interests and facilitate development in suitable areas.

   In order to protect provincial interests, planning authorities shall keep their official plans up-to-date with the Provincial Planning Statement. The policies of the Provincial Planning Statement continue to apply after adoption and approval of an official plan.

6. Planning authorities shall keep their zoning and development permit by-laws up-to-date with their official plans and the Provincial Planning Statement by establishing permitted uses, minimum densities, heights and other development standards to accommodate growth and development.

7. Where a planning authority must decide on a planning matter before their official plan has been updated to be consistent with the Provincial Planning Statement, or before other applicable planning instruments have been updated accordingly, it must still make a decision that is consistent with the Provincial Planning Statement.

8. In addition to land use approvals under the *Planning Act*, *infrastructure* may also have requirements under other legislation and regulations. For example, an environmental assessment process may be required for new *infrastructure* and modifications to existing *infrastructure* under applicable legislation.

   Wherever possible and practical, approvals under the *Planning Act* and other legislation or regulations should be integrated provided the intent and requirements of both processes are met.

9. To assess progress on implementation of the Provincial Planning Statement, the Province may:

    a) identify key indicators to measure the outcomes, relevance and efficiency of the policies in the Provincial Planning Statement in consultation with municipalities, Indigenous communities, other public bodies and stakeholders;
    b) monitor and assess the implementation of the Provincial Planning Statement through the collection and analysis of data under each indicator; and
    c) consider the resulting assessment in each review of the Provincial Planning Statement.

10. Municipalities are encouraged to monitor and report on the implementation of the policies in their official plans, in accordance with any requirements for reporting planning information to the Province, data standards, and including through any other guidelines that may be issued by the Minister.

11. *Strategic growth areas* and *designated growth areas* are not land use designations and their delineation does not confer any new land use designations, nor alter existing land use designations. Any development on lands within the boundary of these identified areas is still subject to the relevant provincial and municipal land use planning policies and approval processes.

12. Density targets represent minimum standards and planning authorities are encouraged to go beyond these minimum targets, where appropriate, except where doing so would conflict with any policy of the Provincial Planning Statement or any other provincial plan.

13. Minimum density targets will be revisited at the time of each official plan update to ensure the target is appropriate.

6.2 Coordination

1. A coordinated, integrated and comprehensive approach should be used when dealing with planning matters within municipalities, across lower, single and/or upper-tier municipal boundaries, and with other orders of government, agencies, boards, and Service Managers including:

    a) managing and/or promoting growth and development that is integrated with planning for *infrastructure* and *public service facilities*, including schools and associated child care facilities;
    b) economic development strategies;
    c) managing natural heritage, water, agricultural, mineral, and cultural heritage and archaeological resources;
    d) *infrastructure*, *multimodal transportation systems*, *public service facilities* and *waste management systems*;
    e) ecosystem, shoreline, watershed, and Great Lakes related issues;
    f) natural and human-made hazards;
    g) population, housing and employment projections, based on *regional market areas*, as appropriate; and
    h) addressing housing needs in accordance with provincial housing policies and plans, including those that address homelessness.

2. Planning authorities shall undertake early engagement with Indigenous communities and coordinate on land use planning matters to facilitate knowledge-sharing, support consideration of Indigenous interests in land use decision-making and support the identification of potential impacts of decisions on the exercise of Aboriginal or treaty rights.

3. Planning authorities are encouraged to engage the public and stakeholders early in local efforts to implement the Provincial Planning Statement, and to provide the necessary information to ensure the informed involvement of local citizens, including equity-deserving groups.

4. Planning authorities and school boards shall collaborate to facilitate early and integrated planning for schools and associated child care facilities to meet current and future needs.

5. Planning authorities shall collaborate with publicly-assisted post-secondary institutions, where they exist, to facilitate early and integrated planning for student housing that considers the full range of *housing options* near existing and planned post-secondary institutions to meet current and future needs.

6. Further to policy 6.2.5, planning authorities should collaborate with publicly-assisted post-secondary institutions on the development of a student housing strategy that includes consideration of off-campus housing targeted to students.

7. Planning authorities should coordinate emergency management and other economic, environmental and social planning considerations to support efficient and resilient communities.

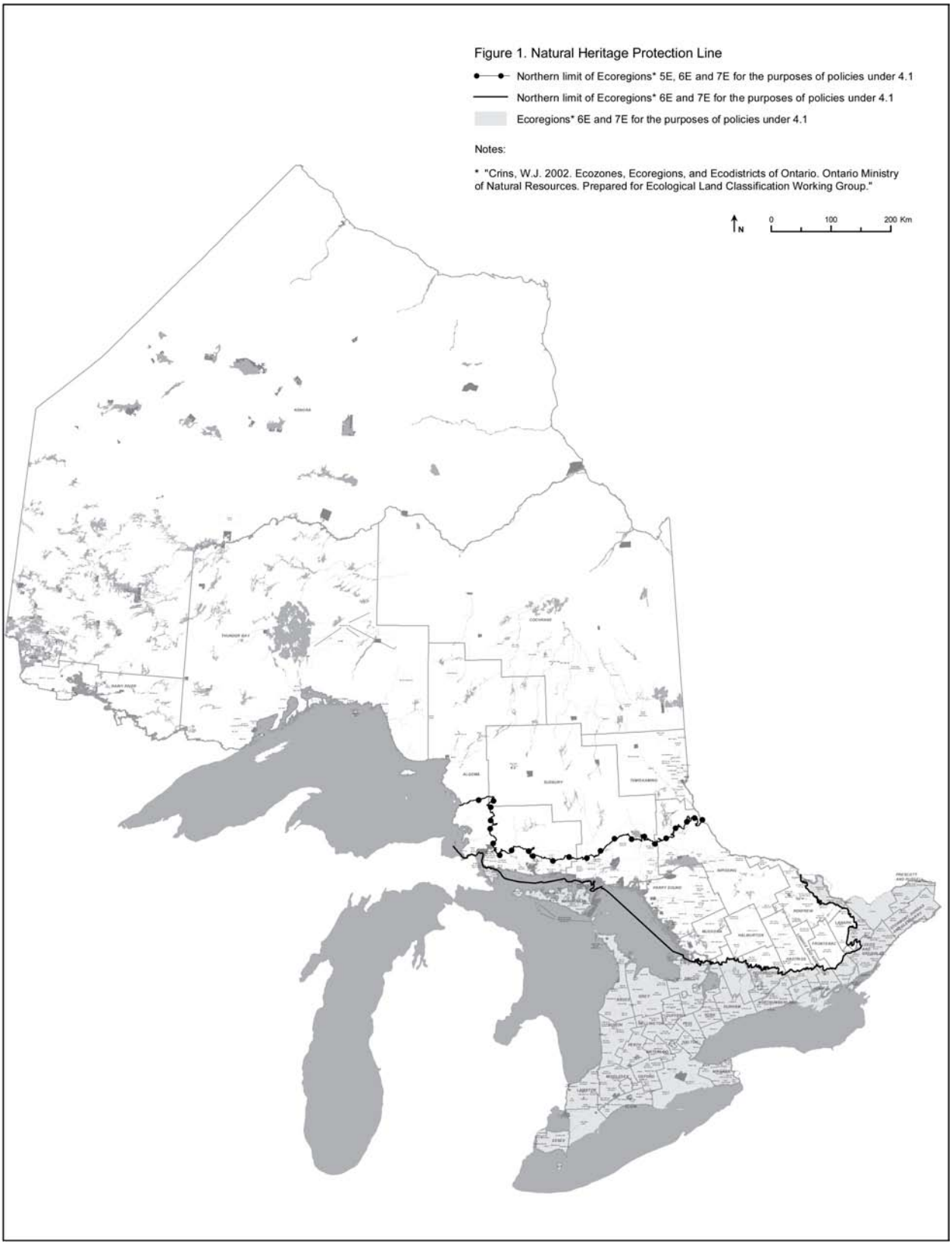
8. Municipalities, the Province, and other appropriate stakeholders are encouraged to undertake a coordinated approach to planning for large areas with high concentrations of employment uses that cross municipal boundaries.

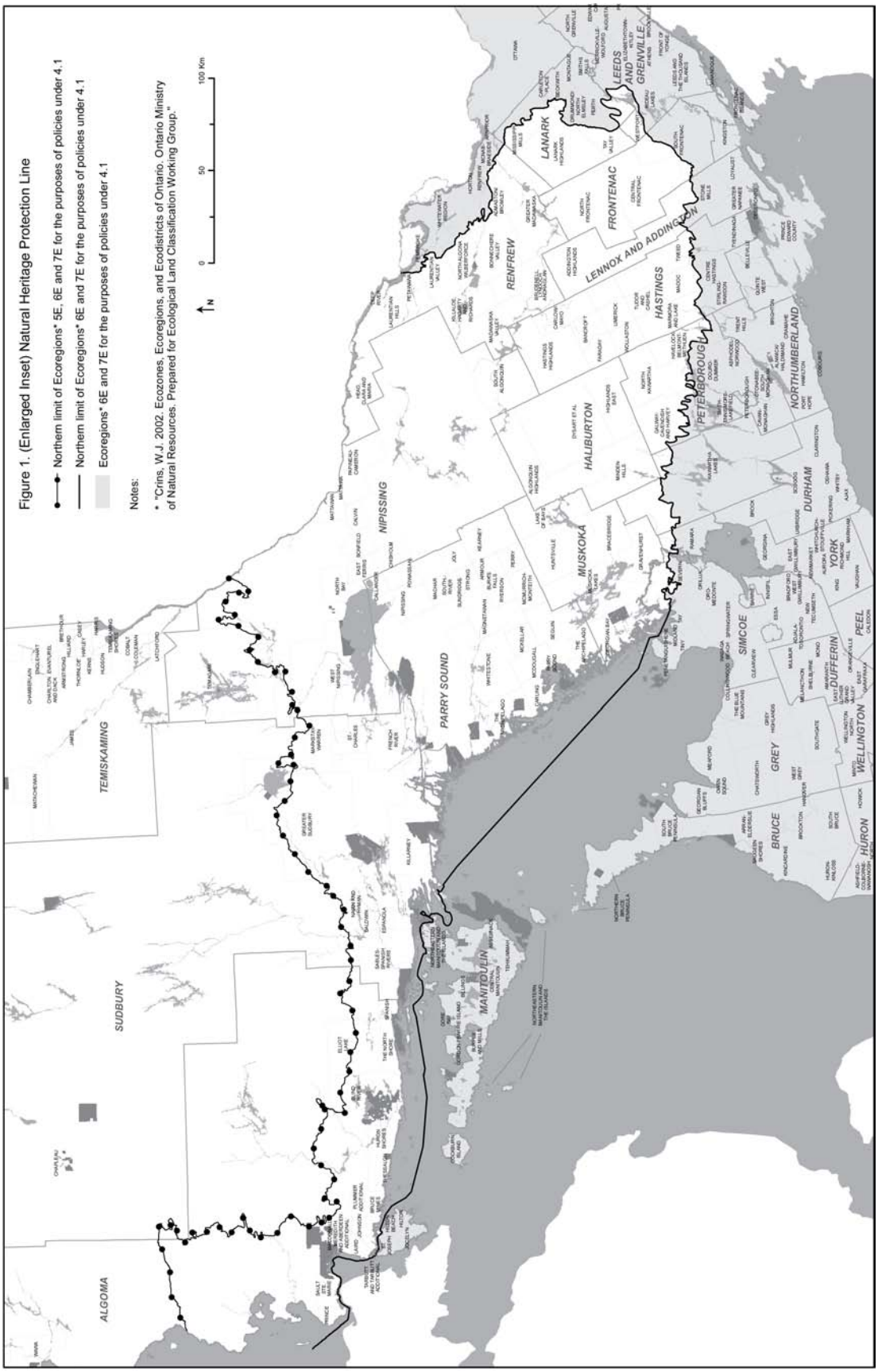
9. Where planning is conducted by an upper-tier municipality, the upper-tier municipality in consultation with lower-tier municipalities shall:

    a) identify and allocate population, housing and employment projections for lower-tier municipalities;
    b) identify areas where growth and development will be focused, including *strategic growth areas*, and establish any applicable minimum density targets;
    c) identify minimum density targets for growth and development taking place in new or expanded *settlement areas*, where applicable; and
    d) provide policy direction for the lower-tier municipalities on matters that cross municipal boundaries.

10. Where there is no upper-tier municipality or where planning is not conducted by an upper-tier municipality, planning authorities shall ensure that policy 6.2.9 is addressed as part of the planning process, and should coordinate these matters with adjacent planning authorities.

7: Figure 1 – Natural Heritage Protection Line




Figure 1. (Enlarged Inset) Natural Heritage Protection Line
Northern limit of Ecoregions* 5E, 6E and 7E for the purposes of policies under 4.1
Northern limit of Ecoregions* 6E and 7E for the purposes of policies under 4.1
Ecoregions* 6E and 7E for the purposes of policies under 4.1
Notes:
* "Crins, W.J. 2002. Ecozones, Ecoregions, and Ecodistricts of Ontario. Ontario Ministry of Natural Resources. Prepared for Ecological Land Classification Working Group."
0
50
100 Km
N
ALGOMA
SUDBURY
TEMISKAMING
NIPISSING
PARRY SOUND
MUSKOKA
HALIBURTON
RENFREW
LANARK
LEEDS AND GRENVILLE
FRONTENAC
LENNOX AND ADDINGTON
HASTINGS
PETERBOROUGH
NORTHUMBERLAND
DURHAM
YORK
PEEL
SIMCOE
DUFFERIN
GREY
BRUCE
WELLINGTON
HURON
MANITOULIN

8: Definitions

Access standards: means methods or procedures to ensure safe vehicular and pedestrian movement, and access for the maintenance and repair of protection works, during times of *flooding hazards*, *erosion hazards* and/or *other water-related hazards*.

Active transportation: means human-powered travel, including but not limited to, walking, cycling, inline skating and travel with the use of mobility aids, including motorized wheelchairs and other power-assisted devices moving at a comparable speed.

Additional needs housing: means any housing, including dedicated facilities, in whole or in part, that is used by people who have specific needs beyond economic needs, including but not limited to, needs such as mobility requirements or support functions required for daily living. Examples of *additional needs housing* may include, but are not limited to long-term care homes, adaptable and accessible housing, and housing for persons with disabilities such as physical, sensory or mental health disabilities, and housing for older persons.

Adjacent lands: means

a) for the purposes of policy 3.3.3, those lands contiguous to existing or *planned corridors* and transportation facilities where *development* would have a negative impact on the corridor or facility. The extent of the *adjacent lands* may be recommended in provincial guidance or based on municipal approaches that achieve the same objectives;
b) for the purposes of policy 4.1.8, those lands contiguous to a specific *natural heritage feature or area* where it is likely that *development* or *site alteration* would have a *negative impact* on the feature or area. The extent of the *adjacent lands* may be recommended by the Province or based on municipal approaches which achieve the same objectives;
c) for the purposes of policies 4.4.2.2 and 4.5.2.5, those lands contiguous to lands on the surface of known *petroleum resources*, *mineral deposits*, or *deposits of mineral aggregate resources* where it is likely that *development* would constrain future access to the resources. The extent of the *adjacent lands* may be recommended by the Province; and
d) for the purposes of policy 4.6.3, those lands contiguous to a *protected heritage property* or as otherwise defined in the municipal official plan.

Adverse effect: as defined in the *Environmental Protection Act*, means one or more of:

a) impairment of the quality of the natural environment for any use that can be made of it;
b) injury or damage to property or plant or animal life;
c) harm or material discomfort to any person;
d) an adverse effect on the health of any person;
e) impairment of the safety of any person;
f) rendering any property or plant or animal life unfit for human use;
g) loss of enjoyment of normal use of property; and
h) interference with normal conduct of business.

Affordable: means

a) in the case of ownership housing, the least expensive of:
   1. housing for which the purchase price results in annual accommodation costs which do not exceed 30 percent of gross annual household income for *low and moderate income households*; or
   2. housing for which the purchase price is at least 10 percent below the average purchase price of a resale unit in the municipality;
b) in the case of rental housing, the least expensive of:
   1. a unit for which the rent does not exceed 30 percent of gross annual household income for *low and moderate income households*; or
   2. a unit for which the rent is at or below the average market rent of a unit in the municipality.

Agricultural condition: means

a) in regard to *specialty crop areas*, a condition in which substantially the same areas and same average soil capability for agriculture are restored, the same range and productivity of specialty crops common in the area can be achieved, and, where applicable, the microclimate on which the site and surrounding area may be dependent for specialty crop production will be maintained, restored or enhanced; and
b) in regard to *prime agricultural land* outside of *specialty crop areas*, a condition in which substantially the same areas and same average soil capability for agriculture will be maintained, restored or enhanced.

Agricultural impact assessment: means the evaluation of potential impacts of non-agricultural uses on the *agricultural system*. An assessment recommends ways to avoid or if avoidance is not possible, minimize and mitigate adverse impacts.

Agricultural system: means a system comprised of a group of inter-connected elements that collectively create a viable, thriving agri-food sector. It has two components:

a) An agricultural land base comprised of *prime agricultural areas*, including *specialty crop areas*. It may also include *rural lands* that help to create a continuous productive land base for agriculture; and
b) An *agri-food network* which includes agricultural operations, *infrastructure*, services, and assets important to the viability of the agri-food sector.

Agricultural uses: means the growing of crops, including nursery, biomass, and horticultural crops; raising of livestock; raising of other animals for food, fur or fibre, including poultry and fish; aquaculture; apiaries; agro-forestry; maple syrup production; and associated on-farm buildings and structures, including, but not limited to livestock facilities, manure storages, value-retaining facilities, and housing for farm workers, when the size and nature of the operation requires additional employment.

Agri-food network: Within the *agricultural system*, a network that includes elements important to the viability of the agri-food sector such as regional *infrastructure* and transportation networks; agricultural operations including on-farm buildings and primary processing; infrastructure; agricultural services, farm markets, and distributors; and vibrant, agriculture-supportive communities.

Agri-tourism uses: means those farm-related tourism uses, including limited accommodation such as a bed and breakfast, that promote the enjoyment, education or activities related to the farm operation.

Agriculture-related uses: means those farm-related commercial and farm-related industrial uses that are directly related to farm operations in the area, support agriculture, benefit from being in close proximity to farm operations, and provide direct products and/or services to farm operations as a primary activity.

Airports: means all Ontario airports, including designated lands for future airports, with Noise Exposure Forecast (NEF)/Noise Exposure Projection (NEP) mapping.

Alternative energy system: means a system that uses sources of energy or energy conversion processes to produce power, heat and/or cooling that significantly reduces the amount of harmful emissions to the environment (air, earth and water) when compared to conventional energy systems.

Archaeological resources: includes artifacts, archaeological sites and marine archaeological sites, as defined under the *Ontario Heritage Act*. The identification and evaluation of such resources are based upon archaeological assessments carried out by archaeologists licensed under the *Ontario Heritage Act*.

Areas of archaeological potential: means areas with the likelihood to contain *archaeological resources*, as evaluated using the processes and criteria that are established under the *Ontario Heritage Act*.

Areas of mineral potential: means areas favourable to the discovery of *mineral deposits* due to geology, the presence of known *mineral deposits* or other technical evidence.

Areas of natural and scientific interest: means areas of land and water containing natural landscapes or features that have been identified as having life science or earth science values related to protection, scientific study or education.

Brownfield sites: means undeveloped or previously developed properties that may be contaminated. They are usually, but not exclusively, former industrial or commercial properties that may be underutilized, derelict or vacant.

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.

Coastal wetland: means

a) any *wetland* that is located on one of the Great Lakes or their connecting channels (Lake St. Clair, St. Marys, St. Clair, Detroit, Niagara and St. Lawrence Rivers); or
b) any other *wetland* that is on a tributary to any of the above-specified water bodies and lies, either wholly or in part, downstream of a line located 2 kilometres upstream of the 1:100 year floodline (plus wave run-up) of the large water body to which the tributary is connected.

Compact built form: means a land use pattern that encourages the efficient use of land, walkable neighbourhoods, mixed land uses (residential, retail, workplace, and institutional) all within one neighbourhood, proximity to transit and reduced need for *infrastructure*. *Compact built form* can include detached and semi-detached houses on small lots as well as townhouses, duplexes, triplexes and walk-up apartments, multi-storey commercial developments, and apartments or offices above retail. Walkable neighbourhoods can be characterized by roads laid out in a well-connected network, destinations that are easily accessible by transit and *active transportation*, sidewalks with minimal interruptions for vehicle access, and a pedestrian-friendly environment along roads.

Comprehensive rehabilitation: means rehabilitation of land from which *mineral aggregate resources* have been extracted that is coordinated and complementary, to the extent possible, with the rehabilitation of other sites in an area where there is a high concentration of *mineral aggregate operations*.

Complete communities: means places such as mixed-use neighbourhoods or other areas within cities, towns, and *settlement areas* that offer and support opportunities for equitable access to many necessities for daily living for people of all ages and abilities, including an appropriate mix of jobs, a full range of housing, transportation options, *public service facilities*, local stores and services. *Complete communities* are inclusive and may take different shapes and forms appropriate to their contexts to meet the diverse needs of their populations.

Conserved: means the identification, protection, management and use of *built heritage resources*, *cultural heritage landscapes* and *archaeological resources* in a manner that ensures their cultural heritage value or interest is retained. This may be achieved by the implementation of recommendations set out in a conservation plan, archaeological assessment, and/or heritage impact assessment that has been approved, accepted or adopted by the relevant planning authority and/or decision-maker. Mitigative measures and/or alternative development approaches should be included in these plans and assessments.

Cultural heritage landscape: means a defined geographical area that may have been modified by human activity 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.

Defined portions of the flooding hazard along connecting channels: means those areas which are critical to the conveyance of the flows associated with the *one hundred year flood level* along the St. Marys, St. Clair, Detroit, Niagara and St. Lawrence Rivers, where *development* or *site alteration* will create *flooding hazards*, cause updrift and/or downdrift impacts and/or cause adverse environmental impacts.

Deposits of mineral aggregate resources: means an area of identified *mineral aggregate resources*, as delineated in Aggregate Resource Inventory Papers or comprehensive studies prepared using provincial guidance for surficial and bedrock resources, as amended from time to time, that has a sufficient quantity and quality to warrant present or future extraction.

Designated and available: means lands designated in the official plan for urban residential use. For municipalities where more detailed official plan policies (e.g., secondary plans) are required before development applications can be considered for approval, only lands that have commenced the more detailed planning process are considered to be *designated and available* for the purposes of this definition.

Designated growth areas: means lands within *settlement areas* designated for growth or lands added to *settlement areas* that have not yet been fully developed. *Designated growth areas* include lands which are *designated and available* for residential growth in accordance with policy 2.1.4.a), as well as lands required for employment and other uses.

Designated vulnerable area: means areas defined as vulnerable, in accordance with provincial standards, by virtue of their importance as a drinking water source.

Development: means the creation of a new lot, a change in land use, or the construction of buildings and structures requiring approval under the *Planning Act*, but does not include:

a) activities that create or maintain *infrastructure* authorized under an environmental assessment process or identified in provincial standards; or
b) works subject to the *Drainage Act*; or
c) for the purposes of policy 4.1.4.a), underground or surface mining of *minerals* or advanced exploration on mining lands in *significant areas of mineral potential* in Ecoregion 5E, where advanced exploration has the same meaning as under the *Mining Act*. Instead, those matters shall be subject to policy 4.1.5.a).

Dynamic beach hazard: means areas of inherently unstable accumulations of shoreline sediments along the *Great Lakes - St. Lawrence River System* and *large inland lakes*, as identified by provincial standards, as amended from time to time. The *dynamic beach hazard* limit consists of the *flooding hazard* limit plus a dynamic beach allowance.

Ecological function: means the natural processes, products or services that living and non-living environments provide or perform within or between species, ecosystems and landscapes. These may include biological, physical and socio-economic interactions.

Employment area: means those areas designated in an official plan for clusters of business and economic activities including manufacturing, research and development in connection with manufacturing, warehousing, goods movement, associated retail and office, and ancillary facilities. An *employment area* also includes areas of land described by subsection 1(1.1) of the *Planning Act*. Uses that are excluded from *employment areas* are institutional and commercial, including retail and office not associated with the primary employment use listed above.

Endangered species: means a species that is classified as "Endangered Species" on the Species at Risk in Ontario List, as updated and amended from time to time.

Energy storage system: means a system or facility that captures energy produced at one time for use at a later time to reduce imbalances between energy demand and energy production, including for example, flywheels, pumped hydro storage, hydrogen storage, fuels storage, compressed air storage, and battery storage.

Erosion hazard: means the loss of land, due to human or natural processes, that poses a threat to life and property. The *erosion hazard* limit is determined using considerations that include the 100 year erosion rate (the average annual rate of recession extended over a one hundred year time span), an allowance for slope stability, and an erosion/erosion access allowance.

Essential emergency service: means services which would be impaired during an emergency as a result of flooding, the failure of floodproofing measures and/or protection works, and/or erosion.

Fish: means fish, which as defined in the *Fisheries Act*, includes fish, shellfish, crustaceans, and marine animals, at all stages of their life cycles.

Fish habitat: as defined in the *Fisheries Act*, means water frequented by *fish* and any other areas on which *fish* depend directly or indirectly to carry out their life processes, including spawning grounds and nursery, rearing, food supply, and migration areas.

Flood fringe: for *river, stream and small inland lake systems*, means the outer portion of the *flood plain* between the *floodway* and the *flooding hazard* limit. Depths and velocities of flooding are generally less severe in the *flood fringe* than those experienced in the *floodway*.

Flood plain: for *river, stream and small inland lake systems*, means the area, usually low lands adjoining a watercourse, which has been or may be subject to *flooding hazards*.

Flooding hazard: means the inundation, under the conditions specified below, of areas adjacent to a shoreline or a river or stream system and not ordinarily covered by water:

a) along the shorelines of the *Great Lakes - St. Lawrence River System* and *large inland lakes*, the *flooding hazard* limit is based on the *one hundred year flood level* plus an allowance for *wave effects* and *other water-related hazards*;
b) along *river, stream and small inland lake systems*, the *flooding hazard* limit is the greater of:
    1. the flood resulting from the rainfall actually experienced during a major storm such as the Hurricane Hazel storm (1954) or the Timmins storm (1961), transposed over a specific watershed and combined with the local conditions, where evidence suggests that the storm event could have potentially occurred over watersheds in the general area;
    2. the *one hundred year flood*; and
    3. a flood which is greater than 1. or 2. which was actually experienced in a particular watershed or portion thereof, for example, as a result of ice jams and which has been approved as the standard for that specific area by the Minister of Natural Resources and Forestry;

    except where the use of the *one hundred year flood* or the actually experienced event has been approved by the Minister of Natural Resources and Forestry as the standard for a specific watershed (where the past history of flooding supports the lowering of the standard).

Floodproofing standard: means the combination of measures incorporated into the basic design and/or construction of buildings, structures, or properties to reduce or eliminate *flooding hazards*, *wave effects* and *other water-related hazards* along the shorelines of the *Great Lakes - St. Lawrence River System* and *large inland lakes*, and *flooding hazards* along *river, stream and small inland lake systems*.

Floodway: for *river, stream and small inland lake systems*, means the portion of the *flood plain* where *development* and *site alteration* would cause a danger to public health and safety or property damage.

Where the one zone concept is applied, the *floodway* is the entire contiguous *flood plain*.

Where the *two zone concept* is applied, the *floodway* is the contiguous inner portion of the *flood plain*, representing that area required for the safe passage of flood flow and/or that area where flood depths and/or velocities are considered to be such that they pose a potential threat to life and/or property damage. Where the *two zone concept* applies, the outer portion of the *flood plain* is called the *flood fringe*.

Freight-supportive: in regard to land use patterns, means transportation systems and facilities that facilitate the movement of goods. This includes policies or programs intended to support efficient freight movement through the planning, design and operation of land use and transportation systems. Approaches may be recommended in provincial guidance or based on municipal approaches that achieve the same objectives.

Frequent transit: means a public transit service that runs at least every 15 minutes in both directions throughout the day and into the evening every day of the week.

Great Lakes - St. Lawrence River System: means the major water system consisting of Lakes Superior, Huron, St. Clair, Erie and Ontario and their connecting channels, and the St. Lawrence River within the boundaries of the Province of Ontario.

Green infrastructure: means natural and human-made elements that provide ecological and hydrological functions and processes. *Green infrastructure* can include components such as natural heritage features and systems, parklands, stormwater management systems, street trees, urban forests, natural channels, permeable surfaces, and green roofs.

Ground water feature: means water-related features in the earth's subsurface, including recharge/discharge areas, water tables, aquifers and unsaturated zones that can be defined by surface and subsurface hydrogeologic investigations.

Habitat of endangered species and threatened species: means habitat within the meaning of section 2 of the *Endangered Species Act, 2007*.

Hazardous forest types for wildland fire: means forest types assessed as being associated with the risk of high to extreme wildland fire using risk assessment tools established by the Ontario Ministry of Natural Resources, as amended from time to time.

Hazardous lands: means property or lands that could be unsafe for development due to naturally occurring processes. Along the shorelines of the *Great Lakes - St. Lawrence River System*, this means the land, including that covered by water, between the international boundary, where applicable, and the furthest landward limit of the *flooding hazard*, *erosion hazard* or *dynamic beach hazard* limits. Along the shorelines of *large inland lakes*, this means the land, including that covered by water, between a defined offshore distance or depth and the furthest landward limit of the *flooding hazard*, *erosion hazard* or *dynamic beach hazard* limits. Along *river, stream and small inland lake systems*, this means the land, including that covered by water, to the furthest landward limit of the *flooding hazard* or *erosion hazard* limits.

Hazardous sites: means property or lands that could be unsafe for *development* and *site alteration* due to naturally occurring hazards. These may include unstable soils (sensitive marine clays [leda], organic soils) or unstable bedrock (karst topography).

Hazardous substances: means substances which, individually, or in combination with other substances, are normally considered to pose a danger to public health, safety and the environment. These substances generally include a wide array of materials that are toxic, ignitable, corrosive, reactive, radioactive or pathological.

Heritage attributes: means, as defined under the *Ontario Heritage Act*, 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.

Higher order transit: means transit that generally operates in partially or completely dedicated rights-of-way, outside of mixed traffic, and therefore can achieve levels of speed and reliability greater than mixed-traffic transit. *Higher order transit* can include heavy rail (such as subways, elevated or surface rail, and commuter rail), light rail, and buses in dedicated rights-of-way.

Housing options: means a range of housing types such as, but not limited to single-detached, semi-detached, rowhouses, townhouses, stacked townhouses, multiplexes, additional residential units, tiny homes, laneway housing, garden suites, rooming houses and multi-residential buildings, including low- and mid-rise apartments. The term can also refer to a variety of housing arrangements and forms such as, but not limited to, life lease housing, co-ownership housing, co-operative housing, community land trusts, land lease community homes, *affordable* housing, *additional needs housing*, multi-generational housing, student housing, farm worker housing, culturally appropriate housing, supportive, community and transitional housing and housing related to employment, educational, or *institutional uses*, such as long-term care homes.

Hydrologic function: means the functions of the hydrological cycle that include the occurrence, circulation, distribution and chemical and physical properties of water on the surface of the land, in the soil and underlying rocks, and in the atmosphere, and water's interaction with the environment including its relation to living things.

Impacts of a changing climate: means the present and future consequences from changes in weather patterns at local and regional levels including extreme weather events and increased climate variability.

Individual on-site sewage services: means sewage systems, as defined in O. Reg. 332/12 under the *Building Code Act, 1992*, that are owned, operated and managed by the owner of the property upon which the system is located.

Individual on-site water services: means individual, autonomous water supply systems that are owned, operated and managed by the owner of the property upon which the system is located.

Infrastructure: means physical structures (facilities and corridors) that form the foundation for development. *Infrastructure* includes: sewage and water systems, septage treatment systems, stormwater management systems, *waste management systems*, electricity generation facilities, electricity transmission and distribution systems, communications/telecommunications including broadband, transit and transportation corridors and facilities, *active transportation* systems, oil and gas pipelines and associated facilities.

Institutional use: for the purposes of policy 5.2.6, means land uses where there is a threat to the safe evacuation of vulnerable populations such as older persons, persons with disabilities, and those who are sick or young, during an emergency as a result of flooding, failure of floodproofing measures or protection works, or erosion.

Intensification: means the development of a property, site or area at a higher density than currently exists through:

a) *redevelopment*, including the reuse of *brownfield sites* and underutilized shopping malls and plazas;
b) the development of vacant and/or underutilized lots within previously developed areas;
c) infill development; and
d) the expansion or conversion of existing buildings.

Large and fast-growing municipalities: means municipalities identified in Schedule 1.

Large inland lakes: means those waterbodies having a surface area of equal to or greater than 100 square kilometres where there is not a measurable or predictable response to a single runoff event.

Legal or technical reasons: means severances for purposes such as easements, corrections of deeds, quit claims, and minor boundary adjustments, which do not result in the creation of a new lot.

Low and moderate income households: means

a) in the case of ownership housing, households with incomes in the lowest 60 percent of the income distribution for the municipality; or
b) In the case of rental housing, household with incomes in the lowest 60 percent of the income distribution for renter households for the municipality.

Low impact development: means an approach to stormwater management that seeks to manage rain and other precipitation as close as possible to where it falls to mitigate the impacts of increased runoff and stormwater pollution. It typically includes a set of site design strategies and distributed, small-scale structural practices to mimic the natural hydrology to the greatest extent possible through infiltration, evapotranspiration, harvesting, filtration, and detention of stormwater. *Low impact development* can include, for example: bio-swales, vegetated areas at the edge of paved surfaces, permeable pavement, rain gardens, green roofs, and exfiltration systems.

Major facilities: means facilities which may require separation from *sensitive land uses*, including but not limited to airports, manufacturing uses, transportation *infrastructure* and corridors, *rail facilities*, *marine facilities*, sewage treatment facilities, *waste management systems*, oil and gas pipelines, industries, energy generation facilities and transmission systems, and resource extraction activities.

Major goods movement facilities and corridors: means transportation facilities, corridors and networks associated with the inter- and intra-provincial movement of goods. Examples include: inter-modal facilities, ports, *airports*, *rail facilities*, truck terminals, freight corridors, freight facilities, and haul routes, primary transportation corridors used for the movement of goods and those identified in provincial transportation plans. Approaches that are *freight-supportive* may be recommended in provincial guidance or based on municipal approaches that achieve the same objectives.

Major transit station area: means the area including and around any existing or planned *higher order transit* station or stop within a *settlement area*; or the area including and around a major bus depot in an urban core. *Major transit station areas* generally are defined as the area within an approximate 500 to 800-metre radius of a transit station.

Major trip generators: means origins and destinations with high population densities or concentrated activities which generate many trips (e.g., *strategic growth areas*, major office and office parks, major retail, *employment areas*, community hubs, large parks and recreational destinations, *public service facilities*, and other mixed-use areas).

Marine facilities: means ferries, harbours, ports, ferry terminals, canals and associated uses, including designated lands for future *marine facilities*.

Mine hazard: means any feature of a mine as defined under the *Mining Act*, or any related disturbance of the ground that has not been rehabilitated.

Minerals: means metallic minerals and non-metallic minerals as herein defined, but does not include *mineral aggregate resources* or *petroleum resources*.

Metallic minerals means those minerals from which metals (e.g., copper, nickel, gold) are derived.

Non-metallic minerals means those minerals that are of value for intrinsic properties of the minerals themselves and not as a source of metal. They are generally synonymous with industrial minerals (e.g., graphite, kyanite, mica, nepheline syenite, salt, talc, and wollastonite).

Critical minerals are a subset of raw materials that have specific industrial, technological or strategic applications for which there are a few viable substitutes.

Mineral aggregate operation: means

a) lands under license or permit, other than for *wayside pits and quarries*, issued in accordance with the *Aggregate Resources Act*;
b) for lands not designated under the *Aggregate Resources Act*, established pits and quarries that are not in contravention of municipal zoning by-laws and including adjacent land under agreement with or owned by the operator, to permit continuation of the operation; and
c) associated facilities used in extraction, transport, beneficiation, processing or recycling of *mineral aggregate resources* and derived products such as asphalt and concrete, or the production of secondary related products.

Mineral aggregate resources: means gravel, sand, clay, earth, shale, stone, limestone, dolostone, sandstone, marble, granite, rock or other material prescribed under the *Aggregate Resources Act* suitable for construction, industrial, manufacturing and maintenance purposes but does not include metallic ores, asbestos, graphite, kyanite, mica, nepheline syenite, salt, talc, wollastonite, mine tailings or other material prescribed under the *Mining Act*.

Mineral aggregate resource conservation: means

a) the recovery and recycling of manufactured materials derived from mineral aggregates (e.g., glass, porcelain, brick, concrete, asphalt, slag, etc.), for re-use in construction, manufacturing, industrial or maintenance projects as a substitute for new mineral aggregates; and
b) the wise use of mineral aggregates including utilization or extraction of on-site *mineral aggregate resources* prior to development occurring.

Mineral deposits: means areas of identified *minerals* that have sufficient quantity and quality based on specific geological evidence to warrant present or future extraction.

Mineral mining operation: means mining operations and associated facilities, or, past producing mines with remaining mineral development potential that have not been permanently rehabilitated to another use.

Minimum distance separation formulae: means formulae and guidelines developed by the Province, as amended from time to time, to separate uses so as to reduce incompatibility concerns about odour from livestock facilities.

Multimodal: means relating to the availability or use of more than one form of transportation, such as automobiles, walking, cycling, buses, rapid transit, *higher order transit*, rail (such as freight), trucks, air, and marine.

Municipal sewage services: means a sewage works within the meaning of section 1 of the *Ontario Water Resources Act* that is owned or operated by a municipality.

Municipal water services: means a municipal drinking-water system within the meaning of section 2 of the *Safe Drinking Water Act, 2002*.

Natural heritage features and areas: means features and areas, including *significant wetlands, significant coastal wetlands*, other *coastal wetlands* in Ecoregions 5E, 6E and 7E, *fish habitat*, *significant woodlands* and *significant valleylands* in Ecoregions 6E and 7E (excluding islands in Lake Huron and the St. Marys River), *habitat of endangered species and threatened species*, *significant wildlife habitat*, and *significant areas of natural and scientific interest*, which are important for their environmental and social values as a legacy of the natural landscapes of an area.

Natural heritage system: means a system made up *of natural heritage features and areas*, and linkages intended to provide connectivity (at the regional or site level) and support natural processes which are necessary to maintain biological and geological diversity, natural functions, viable populations of indigenous species, and ecosystems. These systems can include *natural heritage features and areas*, federal and provincial parks and conservation reserves, other natural heritage features, lands that have been restored or have the potential to be restored to a natural state, areas that support hydrologic functions, and working landscapes that enable ecological functions to continue. The Province has a recommended approach for identifying *natural heritage systems*, but municipal approaches that achieve or exceed the same objective may also be used.

Negative impacts: means

a) in regard to policy 3.6.4 and 3.6.5, potential risks to human health and safety and degradation to the *quality and quantity of water*, *sensitive surface water features* and *sensitive ground water features*, and their related *hydrologic functions*, due to single, multiple or successive *development*. *Negative impacts* should be assessed through environmental studies including hydrogeological or water quality impact assessments, in accordance with provincial standards;
b) in regard to *fish habitat*, any harmful alteration, disruption or destruction of *fish habitat*, except where an exemption to the prohibition has been authorized under the *Fisheries Act*;
c) in regard to other *natural heritage features and areas*, degradation that threatens the health and integrity of the natural features or *ecological functions* for which an area is identified due to single, multiple or successive *development* or *site alteration* activities.
d) in regard to policy 4.2, degradation to the *quality and quantity of water*, *sensitive surface water features* and *sensitive ground water features*, and their *related hydrologic functions*, due to single, multiple or successive *development* or *site alteration* activities; and
e) in regard to policy 3.3.3, any *development* or *site alteration* that would compromise or conflict with the planned or existing function, capacity to accommodate future needs, and cost of implementation of the corridor.

Normal farm practices: means a practice, as defined in the *Farming and Food Production Protection Act, 1998*, that is conducted in a manner consistent with proper and acceptable customs and standards as established and followed by similar agricultural operations under similar circumstances; or makes use of innovative technology in a manner consistent with proper advanced farm management practices. *Normal farm practices* shall be consistent with the *Nutrient Management Act, 2002* and regulations made under that Act.

Oil, gas and salt hazards: means any feature of a well or work as defined under the *Oil, Gas and Salt Resources Act*, or any related disturbance of the ground that has not been rehabilitated.

On-farm diversified uses: means uses that are secondary to the principal *agricultural use* of the property, and are limited in area. *On-farm diversified uses* include, but are not limited to, home occupations, home industries, *agri-tourism uses*, uses that produce value-added agricultural products, and electricity generation facilities and transmission systems, and *energy storage systems*.

One hundred year flood: for *river, stream and small inland lake systems*, means that flood, based on an analysis of precipitation, snow melt, or a combination thereof, having a return period of 100 years on average, or having a 1% chance of occurring or being exceeded in any given year.

One hundred year flood level: means

a) for the shorelines of the Great Lakes, the peak instantaneous stillwater level, resulting from combinations of mean monthly lake levels and wind setups, which has a 1% chance of being equalled or exceeded in any given year;
b) in the connecting channels (St. Marys, St. Clair, Detroit, Niagara and St. Lawrence Rivers), the peak instantaneous stillwater level which has a 1% chance of being equalled or exceeded in any given year; and
c) for *large inland lakes*, lake levels and wind setups that have a 1% chance of being equalled or exceeded in any given year, except that, where sufficient water level records do not exist, the *one hundred year flood level* is based on the highest known water level and wind setups.

Other water-related hazards: means water-associated phenomena other than *flooding hazards* and *wave effects* which act on shorelines. This includes, but is not limited to ship-generated waves, ice piling and ice jamming.

Partial services: means
a) *municipal sewage services* or *private communal sewage services* combined with *individual on-site water services*; or
b) *municipal water services* or *private communal water services* combined with *individual on-site sewage services*.

Petroleum resource operations: means oil, gas and salt wells and associated facilities and other drilling operations, oil field fluid disposal wells and associated facilities, and wells and facilities for the underground storage of natural gas, other hydrocarbons, and compressed air energy storage.

Petroleum resources: means oil, gas, and salt (extracted by solution mining method) and formation water resources which have been identified through exploration and verified by preliminary drilling or other forms of investigation. This may include sites of former operations where resources are still present or former sites that may be converted to underground storage for natural gas, other hydrocarbons, or compressed air energy storage.

Planned corridors: means corridors or future corridors which are required to meet projected needs, and are identified through provincial transportation plans, preferred alignment(s) determined through the *Environmental Assessment Act* process, or identified through planning studies where the Ontario Ministry of Transportation, Metrolinx, Ontario Ministry of Energy and Electrification, Ontario Northland, Ministry of Northern Development or Independent Electricity System Operator (IESO) or any successor to those ministries or entities is actively pursuing, or has completed, the identification of a corridor.

Approaches for the identification and protection of *planned corridors* may be recommended in guidelines developed by the Province.

Portable asphalt plant: means a facility
a) with equipment designed to heat and dry aggregate and to mix aggregate with bituminous asphalt to produce asphalt paving material, and includes stockpiling and storage of bulk materials used in the process; and
b) which is not of permanent construction, but which is to be dismantled at the completion of the construction project.

Portable concrete plant: means a building or structure
a) with equipment designed to mix cementing materials, aggregate, water and admixtures to produce concrete, and includes stockpiling and storage of bulk materials used in the process; and
b) which is not of permanent construction, but which is designed to be dismantled at the completion of the construction project.

Prime agricultural area: means areas where *prime agricultural lands* predominate. This includes areas of *prime agricultural lands* and associated Canada Land Inventory Class 4 through 7 lands, and additional areas with a local concentration of farms which exhibit characteristics of ongoing agriculture. *Prime agricultural areas* may be identified by a planning authority based on provincial guidance or informed by mapping obtained from the Ontario Ministry of Agriculture, Food and Agribusiness and the Ontario Ministry of Rural Affairs or any successor to those ministries.

Prime agricultural land: means *specialty crop areas* and/or Canada Land Inventory Class 1, 2, and 3 lands, as amended from time to time, in this order of priority for protection.

Private communal sewage services: means a sewage works within the meaning of section 1 of the *Ontario Water Resources Act* that serves six or more lots or private residences and is not owned by a municipality.

Private communal water services: means a non-municipal drinking-water system within the meaning of section 2 of the *Safe Drinking Water Act, 2002* that serves six or more lots or private residences.

Protected heritage property: means property designated under Part IV or VI of the *Ontario Heritage Act*; property included in an area designated as a heritage conservation district under Part V of the *Ontario Heritage Act*; property subject to a heritage conservation easement or covenant under Part II or IV of the *Ontario Heritage Act*; property identified by a provincial ministry or a prescribed public body as a property having cultural heritage value or interest under the Standards and Guidelines for the Conservation of Provincial Heritage Properties; property protected under federal heritage legislation; and UNESCO World Heritage Sites.

Protection works standards: means the combination of non-structural or structural works and allowances for slope stability and flooding/erosion to reduce the damage caused by *flooding hazards*, *erosion hazards* and *other water-related hazards*, and to allow access for their maintenance and repair.

Provincial and federal requirements: means

a) in regard to policy 4.1.6, legislation and policies administered by the federal or provincial governments for the purpose of fisheries protection (including *fish* and *fish habitat*), and related, scientifically established standards such as water quality criteria for protecting lake trout populations; and
b) in regard to policy 4.1.7, legislation and policies administered by the provincial government or federal government, where applicable, for the purpose of protecting species at risk and their habitat.

Public service facilities: means land, buildings and structures, including but not limited to schools, hospitals and community recreation facilities, for the provision of programs and services provided or subsidized by a government or other body, such as social assistance, recreation, police and fire protection, health, child care and educational programs, including elementary, secondary, post-secondary, long-term care services, and cultural services.

Public service facilities do not include *infrastructure*.

Quality and quantity of water: is measured by indicators associated with *hydrologic function* such as minimum base flow, depth to water table, aquifer pressure, oxygen levels, suspended solids, temperature, bacteria, nutrients and hazardous contaminants, and hydrologic regime.

Rail facilities: means rail corridors, rail sidings, train stations, inter-modal facilities, rail yards and associated uses, including designated lands for future *rail facilities*.

Redevelopment: means the creation of new units, uses or lots on previously developed land in existing communities, including *brownfield sites*.

Regional market area: refers to an area that has a high degree of social and economic interaction. The upper or single-tier municipality, or planning area, will normally serve as the *regional market area*. However, where a *regional market area* extends significantly beyond these boundaries, then the *regional market area* may be based on the larger market area. Where *regional market area*s are very large and sparsely populated, a smaller area, if defined in an official plan, may be utilized.

Renewable energy source: means an energy source that is renewed by natural processes and includes wind, water, biomass, biogas, biofuel, solar energy, geothermal energy and tidal forces.

Renewable energy system: means a system that generates electricity, heat and/or cooling from a *renewable energy source*.

Reserve sewage system capacity: means design or planned capacity in a waste water treatment facility, within *municipal sewage services* or *private communal sewage services*, which is not yet committed to existing or approved development. For lot creation using *private communal sewage services* and *individual on-site sewage services*, *reserve sewage system capacity* includes approved capacity to treat and land-apply, treat and dispose of, or dispose of, hauled sewage in accordance with applicable legislation but not by land-applying untreated, hauled sewage. Treatment of hauled sewage can include, for example, a sewage treatment plant, anaerobic digestion, composting or other waste processing.

Reserve water system capacity: means design or planned capacity in a water treatment facility which is not yet committed to existing or approved development. *Reserve water system capacity* applies to *municipal water services* or *private communal water services*, and not *individual on-site water services*.

Residence surplus to an agricultural operation: means one existing habitable detached dwelling, including any associated additional residential units, that are rendered surplus as a result of farm consolidation (the acquisition of additional farm parcels to be operated as one farm operation).

River, stream and small inland lake systems: means all watercourses, rivers, streams, and small inland lakes or waterbodies that have a measurable or predictable response to a single runoff event.

Rural areas: means a system of lands within municipalities that may include rural *settlement areas*, *rural lands*, *prime agricultural areas*, *natural heritage features and areas*, and resource areas.

Rural lands: means lands which are located outside *settlement areas* and which are outside *prime agricultural areas*.

Sensitive: in regard to *surface water features* and *ground water features*, means features that are particularly susceptible to impacts from activities or events including, but not limited to, water withdrawals, and additions of pollutants.

Sensitive land uses: means buildings, amenity areas, or outdoor spaces where routine or normal activities occurring at reasonably expected times would experience one or more *adverse effects* from contaminant discharges generated by a nearby *major facility*. *Sensitive land uses* may be a part of the natural or built environment. Examples may include, but are not limited to: residences, day care centres, and educational and health facilities.

Settlement areas: means urban areas and rural settlement areas within municipalities (such as cities, towns, villages and hamlets). Ontario's *settlement areas* vary significantly in terms of size, density, population, economic activity, diversity and intensity of land uses, service levels, and types of infrastructure available.

Settlement areas are:

a) built-up areas where development is concentrated and which have a mix of land uses; and
b) lands which have been designated in an official plan for development over the long term.

Sewage and water services: includes *municipal sewage services* and *municipal water services*, *private communal sewage services* and *private communal water services*, *individual on-site sewage services* and *individual on-site water services*, and *partial services*.

Significant: means

a) in regard to *wetlands*, *coastal wetlands* and *areas of natural and scientific interest*, an area identified as provincially significant using evaluation criteria and procedures established by the Province, as amended from time to time;
b) in regard to *woodlands*, an area which is ecologically important in terms of features such as species composition, age of trees and stand history; functionally important due to its contribution to the broader landscape because of its location, size or due to the amount of forest cover in the planning area; or economically important due to site quality, species composition, or past management history. These are to be identified using criteria and procedures established by the Province;
c) in regard to other features and areas in policy 4.1, ecologically important in terms of features, functions, representation or amount, and contributing to the quality and diversity of an identifiable geographic area or *natural heritage system*; and
d) in regard to *mineral* potential, an area identified as provincially significant through provincial guidance, such as the Provincially Significant Mineral Potential Index.
e) in regard to cultural heritage and archaeology, resources that have been determined to have cultural heritage value or interest. Processes and criteria for determining cultural heritage value or interest are established by the Province under the authority of the *Ontario Heritage Act*.

Criteria for determining significance for the resources identified in section c) - d) are provided in provincial guidance, but municipal approaches that achieve or exceed the same objective may also be used.

While some significant resources may already be identified and inventoried by official sources, the significance of others can only be determined after evaluation.

Site alteration: means activities, such as grading, excavation and the placement of fill that would change the landform and natural vegetative characteristics of a site.

For the purposes of policy 4.1.4.a), *site alteration* does not include underground or surface mining of *minerals* or advanced exploration on mining lands in *significant areas of mineral potential* in Ecoregion 5E, where advanced exploration has the same meaning as in the *Mining Act*. Instead, those matters shall be subject to policy 4.1.5.a).

Special Policy Area: means an area within a community that has historically existed in the *flood plain* and where site-specific policies, approved by both the Ministers of Natural Resources and Forestry and Municipal Affairs and Housing, are intended to provide for the continued viability of existing uses (which are generally on a small scale) and address the significant social and economic hardships to the community that would result from strict adherence to provincial policies concerning *development*. The criteria for designation and procedures for approval are established by the Province.

A *Special Policy Area* is not intended to allow for new or intensified *development* and *site alteration*, if a community has feasible opportunities for *development* outside the *flood plain*.

Specialty crop area: means areas within the agricultural land base designated based on provincial guidance. In these areas, specialty crops are predominantly grown such as tender fruits (peaches, cherries, plums), grapes, other fruit crops, vegetable crops, greenhouse crops, and crops from agriculturally developed organic soil, usually resulting from:

a) soils that have suitability to produce specialty crops, or lands that are subject to special climatic conditions, or a combination of both;
b) farmers skilled in the production of specialty crops; and
c) a long-term investment of capital in areas such as crops, drainage, infrastructure and related facilities and services to produce, store, or process specialty crops.

Strategic growth areas: means within *settlement areas*, nodes, corridors, and other areas that have been identified by municipalities to be the focus for accommodating *intensification* and higher-density mixed uses in a more *compact built form*.

Strategic growth areas include *major transit station areas*, existing and emerging downtowns, lands in close proximity to publicly-assisted post-secondary institutions and other areas where growth or development will be focused, that may include infill, *redevelopment* (e.g., underutilized shopping malls and plazas), *brownfield sites*, the expansion or conversion of existing buildings, or greyfields. Lands along major roads, arterials, or other areas with existing or planned *frequent transit* service or *higher order transit* corridors may also be identified as *strategic growth areas*.

Surface water feature: means water-related features on the earth's surface, including headwaters, rivers, permanent and intermittent streams, inland lakes, seepage areas, recharge/discharge areas, springs, wetlands, and associated riparian lands that can be defined by their soil moisture, soil type, vegetation or topographic characteristics.

Threatened species: means a species that is classified as "Threatened Species" on the Species at Risk in Ontario List, as updated and amended from time to time.

Transit service integration: means the coordinated planning or operation of transit service between two or more agencies or services that contributes to the goal of seamless service for riders and could include considerations of service schedules, service routes, information, fare policy, and fare payment.

Transit-supportive: in regard to land use patterns, means development that makes transit viable, optimizes investments in transit infrastructure, and improves the quality of the experience of using transit. It often refers to compact, mixed-use development that has a high level of employment and residential densities, including air rights development, in proximity to transit stations, corridors and associated elements within the *transportation system*.

Approaches may be recommended in guidelines developed by the Province or based on municipal approaches that achieve the same objectives.

Transportation demand management: means a set of strategies that result in more efficient use of the *transportation system* by influencing travel behaviour by mode, time of day, frequency, trip length, regulation, route, or cost.

Transportation system: means a system consisting of facilities, corridors and rights-of-way for the movement of people and goods, and associated transportation facilities including transit stops and stations, sidewalks, cycle lanes, bus lanes, high occupancy vehicle lanes, *rail facilities*, parking facilities, park'n'ride lots, service centres, rest stops, vehicle inspection stations, inter-modal facilities, harbours, *airports*, *marine facilities*, ferries, canals and associated facilities such as storage and maintenance.

Two zone concept: means an approach to *flood plain* management where the *flood plain* is differentiated in two parts: the *floodway* and the *flood fringe*.

Urban agriculture: means food production in *settlement areas*, whether it is for personal consumption, commercial sale, education, or therapy. Examples include, but are not limited to, vertical agriculture facilities, community gardens, greenhouses, and rooftop gardens.

Valleylands: means a natural area that occurs in a valley or other landform depression that has water flowing through or standing for some period of the year.

Vulnerable: means surface and/or ground water that can be easily changed or impacted.

Waste management system: means sites and facilities to accommodate waste from one or more municipalities and includes recycling facilities, transfer stations, processing sites and disposal sites.

Watershed: means an area that is drained by a river and its tributaries.

Watershed planning: means planning that provides a framework for establishing comprehensive and integrated goals, objectives, and direction for the protection, enhancement, or restoration of water resources, including the *quality and quantity of water*, within a *watershed* and for the assessment of cumulative, cross-jurisdictional, and cross-*watershed* impacts. *Watershed planning* evaluates and considers the *impacts of a changing climate* on *water resource systems* and is undertaken at many scales. It may inform the identification of *water resource systems*.

Water resource systems: means a system consisting of *ground water features* and areas, *surface water features* (including shoreline areas), *natural heritage features and areas*, and *hydrologic functions*, which are necessary for the ecological and hydrological integrity of the *watershed*.

Wave effects: means the movement of water up onto a shoreline or structure following the breaking of a wave, including wave uprush, wave set up and water overtopping or spray; the limit of *wave effects* is the point of furthest landward horizontal movement of water onto the shoreline.

Wayside pits and quarries: means a temporary pit or quarry opened and used by or for a public authority solely for the purpose of a particular project or contract of road construction and not located on the road right-of-way.

Wetlands: means lands that are seasonally or permanently covered by shallow water, as well as lands where the water table is close to or at the surface. In either case the presence of abundant water has caused the formation of hydric soils and has favoured the dominance of either hydrophytic plants or water tolerant plants. The four major types of *wetlands* are swamps, marshes, bogs and fens.

Periodically soaked or wet lands being used for agricultural purposes which no longer exhibit wetland characteristics are not considered to be wetlands for the purposes of this definition.

Wildland fire assessment and mitigation standards: means the combination of risk assessment tools and environmentally appropriate mitigation measures identified by the Ontario Ministry of Natural Resources to be incorporated into the design, construction and/or modification of buildings, structures, properties and/or communities to reduce the risk to public safety, infrastructure and property from wildland fire.

Wildlife habitat: means areas where plants, animals and other organisms live, and find adequate amounts of food, water, shelter and space needed to sustain their populations. Specific wildlife habitats of concern may include areas where species concentrate at a vulnerable point in their annual or life cycle; and areas which are important to migratory or non-migratory species.

Woodlands: means treed areas that provide environmental and economic benefits to both the private landowner and the general public, such as erosion prevention, hydrological and nutrient cycling, provision of clean air and the long-term storage of carbon, provision of wildlife habitat, outdoor recreational opportunities, and the sustainable harvest of a wide range of woodland products. *Woodlands* include treed areas, woodlots or forested areas and vary in their level of significance at the local, regional and provincial levels. *Woodlands* may be delineated according to the *Forestry Act* definition or the Province's Ecological Land Classification system definition for "forest."

9: Appendix – Schedule 1: List of Large and Fast-Growing Municipalities

Town of Ajax

City of Barrie

City of Brampton

City of Brantford

City of Burlington

Town of Caledon

City of Cambridge

Municipality of Clarington

City of Guelph

City of Hamilton

City of Kingston

City of Kitchener

City of London

City of Markham

Town of Milton

City of Mississauga

Town of Newmarket

City of Niagara Falls

Town of Oakville

City of Oshawa

City of Ottawa

City of Pickering

City of Richmond Hill

City of St. Catharines

City of Toronto

City of Vaughan

City of Waterloo

Town of Whitby

City of Windsor

Ministry of Municipal Affairs and Housing

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THE CITY OF WINDSOR ONTARIO, CANADA

Committee Matters: SCM 16/2025

Subject: Amendment to Heritage Designation By-law No. 281-2003 – 455 Kennedy Drive West, Roseland Golf Course (Ward 1)

Moved by: Councillor Fred Francis
Seconded by: Councillor Angelo Marignani

Decision Number: **DHSC 690**
THAT the amendment to the Heritage Designation By-law No. 281-2003 for 455 Kennedy Drive West, Roseland Golf Course (Ward 1) **BE DENIED.**
Carried.

At the request of Councillor Fred Francis, a recorded vote is taken on this matter.

Aye votes: Councillors Fred Francis, Mark McKenzie, Angelo Marignani and Member John Miller.
Nay votes: Councillors Kieran McKenzie, and Jim Morrison.
Abstain: Member William Tape.

Report Number: S 161/2024
Clerk's File: MB/6075

Clerk's Note:

1. The recommendation of the Development & Heritage Standing Committee and Administration are **NOT** the same.

2. Please refer to Item 10.1 from the Development & Heritage Standing Committee held on January 6, 2025.

3. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20250106/-1/10530

Subject: Amendment to Heritage Designation By-law No. 281-2003 – 455 Kennedy Drive West, Roseland Golf Course (Ward 1)

Reference:

Date to Council: January 6, 2025
Author: Tracy Tang, MCIP, RPP
Planner III – Heritage (A)
Email: ttang@citywindsor.ca
Phone: 519-255-6543 X 6179
Planning & Building Services
Report Date: November 14, 2024
Clerk's File #: MB/6075

To: Mayor and Members of City Council

Recommendation:

I. **THAT** the Heritage Designation By-law No. 281-2003 for 455 Kennedy Drive West, Roseland Golf Course, **BE AMENDED** to i) correct the legal description by deleting the lands which do not have cultural heritage value or interest as set out in the *Ontario Heritage Act* R.S.O. 1990, c. O.18 and O. Reg. 9/06 and ii) update the reasons for designation to ensure that the by-law satisfies the requirements of the *Ontario Heritage Act*; and,

II. **THAT** the City Clerk **BE AUTHORIZED** to publish a Notice of Amending By-law for 455 Kennedy Drive West, Roseland Golf Course, in accordance with Part IV of the *Ontario Heritage Act*, Section 30.1; and,

III. **THAT** the City Solicitor **BE DIRECTED** to prepare the necessary by-law amendment for 455 Kennedy Drive West.

Executive Summary: N/A

Background:

The Roseland Golf Course is an 18-hole golf course which was designed in 1926 by renowned golf course architect Donald J. Ross and constructed in 1927. The property is the centrepiece of the Roseland Park subdivision, which was developed by the locally significant entrepreneur Henry James "Harry" Neal. The property was designated under the provisions of the *Ontario Heritage Act* (*OHA*) by City of Windsor Council by By-law No. 281-2003 passed on August 25, 2003. The Statement of Cultural Heritage Value or Interest from the Designation By-law is included as Appendix 'A'. The Owner of 455 Kennedy Drive West is the City of Windsor.




Photographs of the Roseland Golf Course entrance and Club House Building with parking lot (November 13, 2024)

Based on an internal audit recommendation, the Roseland Board of Directors retained an international golf course consulting firm, CGA Partners, to develop a Strategic Business Plan (2020) and a Feasibility Study (2021). The Strategic Business Plan identified that the clubhouse is old, has major capital expenditures looming, is operating at an overall loss, and is too large for current demands. The Strategic Business Plan recommended that the existing clubhouse should be demolished and replaced with a new smaller clubhouse. The Roseland Board of Directors has endorsed the Feasibility Study and the recommendation to pursue a new clubhouse, as well as consider options for curling.

Subsequently, Administration presented reports on the future of curling at the Roseland Golf and Curling Club to City Council:

Council Report C 44/2023 “Roseland Golf and Curling Club – Redevelopment” on April 3, 2023, resulting in Decision Number B 14/2023:

> That City Council **DIRECT** Administration to bring back options for Council’s consideration regarding the redevelopment of the Roseland parking lot, clubhouse and the future of Curling; and,
>
> That City Council **DIRECT** Administration to begin public consultation and the results be included in the report back to Council regarding the various options.

Council Report C 116/2023 “Roseland Golf and Curling Club – Future of Curling” on August 8, 2023, resulting in Council Decision CR 337/2023:

> II. That City Council ... **DIRECT** Administration to undertake the development of conceptual drawings with public consultation and report back with options for Council’s consideration regarding the redevelopment of the Roseland clubhouse and site;
>
> VII. That administration **BE DIRECTED** to bring forward more information to a future meeting of City Council regarding the future location of curling, after further consultation with community groups has taken place for Councils consideration;

Council Report C 166/2023 “Future of Curling” on December 11, 2023, resulting in Council Decision CR 516/2023:

> II. That City Council **APPROVE** the preferred arena location for the future home of curling in Windsor to be at the Capri Pizzeria Recreation Complex

The curling club had ceased operations in the Roseland clubhouse building in Spring 2024.

In March 2024, Mayor Dilkens and City Council announced their commitment to build more housing units consistent with the Province’s mandate for the City to create 13,000 new homes by 2031 and the endorsement of the Housing Solutions Made for Windsor (HSMFW) Plan. One of the approaches of the HSMFW Plan is to optimize the use of City-owned properties to achieve housing targets. The Roseland Golf Course, particularly the portion of land on which the existing club house and parking lot are situated, was one of the municipal properties identified with development potential.

A public information centre was held on March 7, 2024 to solicit community feedback. On April 22, 2024, through Decision Number CR182/2024, a petition presented by Councillor Fred Francis on behalf of the residents of the Roseland neighbourhood and surrounding area in opposition to the City of Windsor’s current housing proposal on the Roseland Golf and Curling Club Property was received.

On May 27, 2024, through Decision Number CR 209/2024, a report from the City Clerk in response to a petition received from the residents of the Roseland neighbourhood and surrounding area regarding the City of Windsor’s housing proposal on the Roseland Golf Course property was received for information.

The HSMFW Project Lead approached Heritage Planning staff to understand what processes, steps, or studies are required to facilitate the proposal on the designated heritage property. Heritage Planning Staff advised the HSMFW Project Lead and the Consultant Team that a Heritage Impact Assessment (HIA) demonstrating the cultural heritage value of the property and any potential impacts and mitigation measures (if any) to what is being proposed is required, along with a new legal description for the property and a designation by-law amendment. In August 2024, architectural team ARCHON Architecture Inc. along with heritage professionals at a+LiNK Architecture Inc., an architecture firm based out of London, Ontario, were retained to prepare a HIA for the designated Roseland Golf Course property.

On October 31, 2024, the HSMFW Project Lead and Consultant Team formally submitted the HIA and associated survey plan to constitute a complete package of materials to bring forward to the Heritage Committee and City Council for consideration of the designation by-law amendment. The survey plan and HIA are included as Appendix ‘C’ and ‘D’ respectively.

Discussion:

Proposal:

The application is to amend the Designation By-law 281-2003 for Roseland Golf Course to remove a portion of lands to which it applies, on the basis that the portion of lands does not possess any heritage value or interest. The specific portion of land in question concerns the existing club house building and parking lot, and is approximately 10 acres in size. The club house building was constructed in 1978 and is 1 ½ storeys tall. It is designed in a contemporary architectural style with a flat roof, pale peach-coloured stucco cladding, and portions of red brick along the lower half of the building. The building has had minimal maintenance and updating since its construction. The building has been vacant since the curling club ceased operations in Spring 2024.



Photographs of the Roseland Golf & Curling Club House Building (November 13, 2024)

The purpose of removing the designation by-law from this portion of lands is to facilitate the demolition of the existing clubhouse building, to permit the construction of a new clubhouse, and to provide lands for development potential. To execute this proposal, three key components are required:

- a HIA to assess the heritage value of the existing property, impacts of amending the designation by-law, and impacts of demolishing the club house building;
- an updated survey plan to delineate parts of the subject property related to the club house building and parking lot; and
- an amendment to Designation By-law 281-2003 to correct the legal description and to update the list of attributes or features of Cultural Heritage Value or Interest.

At this point in time, there is no formal proposal for future development on the subject property. Any future development on the portion of the property that is proposed to be removed from the designation by-law will be subject to standard municipal approvals. A HIA would be required as part of any future *Planning Act* development application to form a complete application.

Historical Background:

The Roseland Golf and Country Club was designed by Donald J. Ross, golf's most renowned and respected architect, in 1926. Ross designed 413 golf courses in his career, with only about 15 of those golf courses being located in Canada. The original Ross design contains 18 holes, all of which are in their same starting and finishing

locations, and greens in their original positions. The Roseland Golf Course is known for being one of the oldest golf courses continually operating in Ontario. The property was purchased by the City of Windsor in 1973 and has been under the City's operation since.



Roseland Park Country Club Plan, 1926 (Jeff Mingay) compared to a 2024 aerial photograph of the subject property

Credited with bringing Ross to Windsor was the local entrepreneur and avid sportsman, Henry James "Harry" Neal. Neal was responsible for the development of the Roseland Park subdivision, centred around an 18-hole golf course. After Neal's invitation for Ross to visit Windsor in 1926, Ross sketched his plans for the 18 green complexes. Neal was an accountant by training and the head of his family's Neal Baking Company from 1915 to 1925. Also heavily involved in the local community, Neal was instrumental in establishing, and was the first President of, the Windsor Rotary Club and served on the Windsor Board of Education.

Over time, the golf course has changed, mostly due to natural evolution and modern maintenance (e.g. trees maturing, shrunken greens and fairways, sand bunkers replaced by trees, etc.). The original frame clubhouse on the property was replaced in 1978 with the present-day club house and curling rink building. The nine-hole par-three course located directly east of the clubhouse was developed in the mid-1960s. Other modern buildings on the property include the 1968 storage shed, 1999 pro shop and snack shop building, and the maintenance building built in 2008.

In August 2003, City Council approved the designation of the Roseland Golf Course under the provisions of Part IV of the *Ontario Heritage Act* for having architectural and historical significance. At that time, Roseland Golf Course was the first golf course in Ontario to receive a heritage designation.

Heritage Considerations:

The HIA report prepared by Ed van der Maarel (OAA, CAHP) and Alicia Lesniak (OAA) of a+LiNK Architecture Inc. includes:

- An identification of the cultural heritage resource, including historical research and site analysis;
- An overview of the proposed changes to the property, those being the designation by-law amendment and demolition of the club house building;
- An assessment of the potential impact of the proposed changes to the heritage value of the property; and
- A review of possible mitigation approaches for any potential impacts.

The findings of a+LiNK Architecture Inc. through the HIA report concluded that:

- The existing club house building and parking lot have little or no contribution to the overall heritage character of the property and no historical significance according to O.Reg 9/06 of the *Ontario Heritage Act*;
- The demolition of the club house building will not have any adverse impacts on the existing cultural heritage resource, the Roseland Golf Course; and
- The Designation By-law 281-2003 should be amended to remove the club house building from the property's Part IV designation status.

Administration provided an extensive review of the HIA report and determined that it meets the City of Windsor HIA Guidelines, 2024. Administration also supports A+LiNK Architecture's findings within the HIA report.

Further, Nancy Morand, the Heritage Planner who recommended the heritage designation of Roseland Golf Course, states within her November 2001 report to the Windsor Architectural Conservation Advisory Committee (now Windsor Heritage Committee) that "[t]hese later additions to the property [i.e. the club house and curling rink building, par-three course, pro shop building, and storage shed] will not be listed in the reasons for designation" (See Appendix 'B'). For that reason, the designation by-law focussed only on the architectural and historical values of the golf course itself.

A designation by-law for an individually designated property under Part IV Section 29 of the *OHA* typically applies to the entire property, not an individual building, structure, or feature. The standard practice when preparing a designation by-law is to provide the legal description for the property to which the designation by-law applies. The by-law is then registered on title against the entire property parcel, thereby designating the entire property with the purpose of protecting and recognizing all its heritage features. The reasons for designation (features and attributes of Cultural Heritage Value or Interest) are set out in a separate schedule to the designation by-law. It would be uncommon and unusual to register the designation by-law against only the parts of the property that are listed in the reasons for designation.

While this list of reasons specifically identifies what is to be protected, the By-law applies to the entire property through the legal description. Therefore, any alterations or demolitions (under Sections 33 and 34 of the *OHA*) on the property require a Heritage Permit application and necessary approvals to facilitate. Windsor Heritage Committee

and City Council have approved many past Heritage Permit applications on Part IV individually designated properties for alterations and/or partial or full demolitions of this nature, where the building or structure was not specifically identified in the designation by-law and not of any heritage value or interest (e.g. detached concrete block garage of modern construction).

Designation By-law 281-2003 applies to the entire Roseland Golf Course property because the legal description is for the entire property. This means that any alterations or demolitions to any buildings or structures on the designated property will be subject to a Heritage Permit. Therefore, to accurately capture the features or attributes to be protected through heritage designation on the subject property, Administration recommends that the Designation By-law 281-2003 be amended to reflect the updated survey plan and legal description of the property to which the designation status applies, and to update the list of attributes and features of Cultural Heritage Value or Interest to ensure it meets the present-day requirements of the *OHA*. It is Administration's opinion that the club house building does not have any cultural heritage value or interest and therefore has no objection to the building being demolished.

It is critical to note that, regardless if there were or were not any redevelopment proposal on the individually designated Roseland Golf Course property: i) if a heritage designated property has a new legal description or survey plan, *OHA* legislation requires the designation by-law to be amended to accurately capture the property to be protected; ii) the clubhouse building does not have any apparent heritage value or interest and was not included in the list of heritage features and attributes at the time of designation; and iii) the clubhouse building has been recommended for demolition since the completion of the Strategic Business Plan (2020) and Feasibility Study (2021). Would a proposal for its demolition have been submitted prior to the announcement of the HSMFW Plan (2024) and identification of the Roseland Golf Course as a municipal property with housing development potential, Administration would have recommended that the demolition proposal be received. This is consistent with the recommendations that Administration have put forward in similar circumstances (i.e. proposed demolition of a building or structure without heritage value or interest on a designated property).

Legal Provisions:

The subject property was designated pursuant to Part IV Section 29 of the OHA.

Section 30.1 (1) of the *OHA* provides that "The council of a municipality may, by by-law, amend a by-law designating property made under section 29 and section 29 applies, with prescribed modifications, to an amending by-law". Section 30.1 (2) of the *OHA* provides that "despite subsection (1), subsections 29 (1) to (14) do not apply to an amending by-law if the only purpose or purposes of the amendments contained in the by-law are to do one or more of the following:

1. Clarify or correct the statement explaining the property's cultural heritage value or interest or the description of the property's heritage attributes.

2. Correct the legal description of the property.

3. Otherwise revise the by-law to make it consistent with the requirements of this Act or the regulations, including revisions that would make a by-law passed before subsection 7 (6) of Schedule 11 to the *More Homes, More Choice Act,* cultural heritage value or interest as set out in the *Ontario Heritage Act* R.S.O. 1990, c. O.18 and O. Reg. 9/06. *2019* comes into force satisfy the requirements prescribed for the purposes of paragraph 2 of subsection 29 (8), if any."

Both the HIA and the original 2001 report to Council recommending heritage designation (attached as Appendix 'B') note that the lands to be deleted from By-law 218-2003 are of no cultural heritage value or interest as required by the *OHA* and Ontario Regulation 9/06 (O. Reg. 9/06). Therefore, the proposed amending by-law is in essence a by-law to correct the legal description of the property to correctly identify the property which is of cultural heritage value or interest. This is a common housekeeping amendment.

Additionally, Part IV, 30.1 (15) of the *OHA* requires that "[i]f the council of a municipality proposes to amend a by-law designating property made under section 29 that does not comply with requirements that are prescribed for the purposes of paragraph 2 of subsection 29 (8), if any, the council shall include in the amendment such changes as are necessary to ensure that the by-law satisfies those requirements. 2019, c. 9, Sched. 11, s. 8 (2). Same, Part IV, 30.1 (16) of the *OHA* requires that "[i]f the council of a municipality proposes to amend a by-law designating property made under section 29 before the day the *Ontario Heritage Amendment Act, 2005* received Royal Assent, the council shall include in the amendment such changes as are necessary to ensure that the by-law satisfies the requirements of section 29, as it read on the day the *Ontario Heritage Amendment Act, 2005* received Royal Assent".

By-law 281-2003 to designate the lands known as Roseland Golf Course at 455 Kennedy Drive West was passed on August 25, 2003 before the day that the *Ontario Heritage Amendment Act, 2005* received Royal Assent. In reviewing By-law 281-2003, Administration notes that there are only two "categories" which the list of reasons fall under: historical and architectural. However, under O. Reg. 9/06, there are currently three "categories" which the list of reasons can fall under: design/physical value, historic/associative value, and contextual value. Some reasons within By-law 281-2003 which are under historical and architectural categories would fall under the contextual value category under O. Reg. 9/06 today, namely that the Roseland Golf Course property is both historically linked to its surroundings (Criteria 8) and a landmark in the neighbourhood (Criteria 9).

Together with correcting the legal description of the property, Administration proposes to amend Designation By-law 281-2003 by making some minor clarifying language edits and moving around the current reasons listed for designation to ensure that it satisfies the present-day requirements according to O. Reg. 9/06 "cultural heritage value or interest". No reasons listed within the designation by-law are proposed to be removed or deleted. This type of by-law amendment is also a common housekeeping task.

While there is the provision for Council to give the Owner of the designated property written notice of the proposed amendment under Part IV, 30.1 (3), there is no

requirement to provide a notice to be published in a newspaper having general circulation in the municipality.

Official Plan Policy:

Chapter 9 – "Heritage Conservation" of the City of Windsor Official Plan Volume I, includes the following objectives related to the recognition, conservation, and enhancement of heritage resources:

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.
INDIVIDUAL SITES	9.3.2.1	Council will identify Windsor's heritage resources by: IV. Researching and documenting the history, and architectural and contextual merit of potential heritage resources on an individual property basis;
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;

The current Designation By-law 281-2003 merits an update to reflect the latest survey plan in the legal description to which the Designation By-law applies and to ensure that the reasons listed for designation satisfies the requirements under O. Reg. 9/06. The updating of the designation by-law is in conformity with the Official Plan policy 9.3.3.4., as it is part of ensuring the Windsor Municipal Heritage Register is current and up to date.

Risk Analysis:

The proposed designation by-law amendment would support the continuous protection of the golf course's heritage attributes and features, and ensure their retention in any potential future development on the portion of property to be removed from the designation by-law. The amendment would also allow the Owner (City of Windsor) to proceed with their exploration of potential opportunities on the lands currently occupied by the club house building and parking areas. The policies under the Official Plan Volume I Chapter 9 – Heritage Conservation would continue to apply, including the requirement for a HIA for any new construction adjacent to a designated property. Standard approval by the Development & Heritage Standing Committee and City Council would remain.

Should Council decide to not proceed with the amendment of the Designation By-law No. 281-2003, the By-law would not be an accurate description of the designated property and its heritage features, and thus places heritage limitations on the entire property. With the by-law continuing to apply to the entire whole property, any future alterations, new constructions, or demolitions on the property, whether it impacts a recognized heritage feature or attribute or not, would require a Heritage Permit application with reporting to Heritage Committee and City Council for approval. Further,

any future alterations proposed to a newly constructed development on the property would also be subject to the Heritage Permit process.

Amending Designation By-law No. 281-2003 presents opportunities for streamlining processes for future development on the land being removed from the legal description.

Climate Change Risks

Climate Change Mitigation: N/A

Climate Change Adaptation: N/A

Financial Matters:

The Planning department will cover the costs of issuing legal notices and registering the designation by-law amendment with the Land Registry Office, which are estimated to be less than $1,000. The Heritage Committee's (0111610) operating budget has an uncommitted balance of $6,371 which will be sufficient to cover the cost of this designation by-law amendment.

Consultations:

Heritage Planning staff discussed the details of the designation by-law amendment with a number of City staff in various departments, including:

- Joe Baker – Manager, Corporate Projects – Economic Development (A)
- Sonia Bajaj - Project Administrator (A)
- Colleen Middaugh – Manager, Corporate Projects
- Karl Muegge – Project Coordinator
- Greg Atkinson – Manager, Development Planning
- Josie Gualtieri – Financial Planning Administrator
- Kate Tracey – Senior Legal Counsel
- Wira Vendrasco – City Solicitor

Heritage Planning staff also reached out to various municipal Heritage Planners across Ontario for examples of where a similar proposal for a designation by-law amendment (for the purposes of correcting the legal description to which it applies and/or facilitating future development) was received and approved. Examples were retrieved from the municipalities of Burlington, Hamilton, Kingston, London, Markham, and Mississauga. Results of the municipal scan are summarized in Appendix ‘E’.

Conclusion:

The contemporary 1978 club house building on the designated heritage property at 455 Kennedy Drive West, Roseland Golf Course, does not contain cultural heritage value or interest, has been recommended for demolition since 2020, and its demolition would have no negative impact to the heritage value of the golf course property.

Should the legal description of a designated heritage property be changed, then the associated designation by-law must be amended to reflect it. Further, should a

designation by-law amendment for a by-law which was passed prior to the day the *Ontario Heritage Amendment Act, 2005* received Royal Assent be brought forward to Council for decision, it must also be updated to meet the present-day legislative requirements under the *Ontario Heritage Act*.

Administration recommends initiating the amendment of Designation By-law 281-2003 for 455 Kennedy Drive West, Roseland Golf Course, to correct the legal description of the property, to comply with the *Ontario Heritage Act* legislative requirements, and to facilitate the demolition of the club house building.

Planning Act Matters: N/A

Approvals:

Name	**Title**
Emilie Dunnigan	Manager, Development Revenue & Financial Administration
Jason Campigotto	Deputy City Planner – Growth (A)
Neil Robertson	City Planner / Executive Director Planning & Building
Kate Tracey	Senior Legal Counsel
Janice Guthrie	Commissioner of Finance & City Treasurer
John Revell acting for Jelena Payne	Commissioner of Economic Development
Joe Mancina	Chief Administrative Officer

Notifications:

Name	**Address**	**Email**
List provided to Clerks Office		
Roseland Board of Directors		

Appendices:

1 Appendix ‘A’ – Designation By-law 281-2003
2 Appendix ‘B’ – Designation Report by Nancy Morand
3 Appendix ‘C’ – 12R Survey Plan of 455 Kennedy Drive West
4 Appendix ‘D’ – Heritage Impact Assessment of 455 Kennedy Drive West prepared by a+LiNK Architecture Inc. (Project #: 2440)
5 Appendix 'E' - Municipal Scan of Designation By-law Amendments

Province of Ontario

Document General

Form 4 — Land Registration Reform Act

SoftDocs® 4.1 Wordprocessor Interface

D

FOR OFFICE USE ONLY

CE 27640
CERTIFICATE OF RECEIPT
RECEPTISSE
ESSEX (12) WINDSOR
AUG 28 2003
LAND REGISTRAR/REGISTRATEUR DES TITRES

New Property Identifiers — Additional See Schedule ☐

Executions — Additional See Schedule ☐

(1) Registry ☐ Land Titles ☒ (2) Page 1 of 3 pages

(3) Property Identifier(s) Block 01289 Property 1781 (LT) Additional See Schedule ☐

(4) Nature of Document

BY-LAW NUMBER 281-2003

(5) Consideration

n/a Dollars $

(6) Description

Block E, Registered Plan 1241 and part of Lot 140, Registered Plan 1478 as in instrument #R817290

City of Windsor, County of Essex

(7) This Document Contains: (a) Redescription ☐ New Easement ☐ Plan/Sketch (b) Schedule for: Description ☐ Additional Parties ☐ Other ☒

(8) This Document provides as follows:

THE CORPORATION OF THE CITY OF WINDSOR hereby applies to have registered **By-law Number 281-2003** of which is attached hereto in respect of the land described in box (6).

Continued on Schedule ☐

(9) This Document relates to instrument number(s)

(10) Party(ies) (Set out Status or Interest)

Name(s)	Signature(s)	Date of Signature Y M D
THE CORPORATION OF THE CITY OF WINDSOR (Applicant) by its solicitor	PATRICK T. BRODE	2003 08 28

(11) Address for Service City Hall, P.O. Box 1607, Windsor, Ontario, N9A 6S1

(12) Party(ies) (Set out Status or Interest)

Name(s)	Signature(s)	Date of Signature Y M D

(13) Address for Service

(14) Municipal Address of Property

Roseland Golf Course
455 Kennedy Drive West
Windsor, Ontario

File 18-26-85-03

(15) Document Prepared by:

PATRICK T. BRODE, Legal Counsel
The Corporation of the City of Windsor
350 City Hall Square West
Post Office Box 1607
Windsor, Ontario
N9A 6S1

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Fees and Tax	
Registration Fee	70.00
Total	

BY-LAW NUMBER 281-2003

A BY-LAW TO DESIGNATE THE LANDS AND PREMISES SITUATE WITHIN THE CITY OF WINDSOR, KNOWN AS ROSELAND GOLF COURSE, 455 KENNEDY DRIVE WEST, TO BE OF ARCHITECTURAL AND/OR HISTORIC VALUE OR INTEREST UNDER THE PROVISIONS OF THE ONTARIO HERITAGE ACT, R.S.O. 1990, CHAPTER O.18, AS AMENDED

Passed the 25th day of August, 2003.

WHEREAS by virtue of the provisions of the Ontario Heritage Act, R.S.O. 1990, Chapter O.18, as amended, the Council of a municipality may, by by-law, designate a property within the municipality to be of historic or architectural value or interest;

AND WHEREAS upon consideration of the recommendation of the Windsor Architectural Conservation Advisory Committee, The Corporation of the City of Windsor deems it desirable and expedient to designate Roseland Golf Course, 455 Kennedy Drive West, to be of historic or architectural value or interest, for the reasons stated in Schedule "A" annexed hereto and forming part of this by-law;

AND WHEREAS notice of intention to so designate the subject property was served on the owner(s) of the subject property and upon the Ontario Heritage Foundation, and such notice was published in a newspaper having general circulation in the municipality once a week for three consecutive weeks;

AND WHEREAS one notice of objection was served on the Clerk of the Corporation, but which objection has been withdrawn;

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

1. That the land described as Block "E" in Registered Plan 1241 and part of Lot 140 in Registered Plan 1478, as in Instrument No. R 817290 in the City of Windsor, County of Essex, being the Roseland Golf Course, be and the same is hereby designated to be of architectural and/or historic value or interest.

2. That this by-law shall come into force and effect after the final passing thereof on the day upon which if is registered in the Land Registry Office for Essex (No. 12).

MICHAEL HURST, MAYOR

BRENDA ANDREATTA, DEPUTY CLERK

First Reading - August 25, 2003
Second Reading - August 25, 2003
Third Reading - August 25, 2003

REASONS FOR DESIGNATION:

Historical:

- The golf course was the centerpiece of the Roseland Park subdivision developed by Henry James "Harry" Neal – local entrepreneur and avid sportsman (1883-1961). It was Harry Neal who brought Donald Ross to Windsor to layout the Roseland Park golf course in 1926.

- An accountant by training, Harry Neal headed his family's Neal Baking Company from 1915 until he sold the business to a national conglomerate in 1925.

- Harry Neal was instrumental in establishing, and was the first President of, the Windsor Rotary Club. He served for many years on the Windsor Board of Education, as both member and president. Helped establish the continuing Essex-Kent Boys Golf Tournament.

- The course was purchased by the City of Windsor in 1973 and is run by an appointed board of directors.

Architectural:

- Eighteen-hole Roseland Golf Course was designed by Donald J. Ross in 1926, golf's most renowned and respected architect. Ross designed and/or remodeled only about 15 courses in Canada two in Essex County – Roseland (built 1927) and Essex Golf and Country Club (built in 1929).

- The basic Ross design remains at Roseland; all 18 holes are in the same spot, starting and finishing in the same place as originally designed, with greens in their original position.

- Greens predominately slope from back-to-front and feature multiple tiers, diagonal swales and center ridges.

- Original Ross sketches of all eighteen greens and a written course description exists, as does an overhead rendering of Ross's plan for Roseland prepared by W. Irving Johnson, of Donald J. Ross Associates (1926).

THE CORPORATION OF T..E C

Appendix A

MISSION STATEMENT:
"The City of Windsor, with the involvement of its citizens, will deliver effective and responsive municipal services, and will mobilize innovative community partnerships"

DATE: November 23, 2001

RECEIVED
AUG 2 2 2002
PLANNING
CITY OF WINDSOR

TO: WACAC

FROM: Heritage Planner

RE: Heritage Designation for Roseland Golf Course – 455 Kennedy Dr. W.

AIM:

To recommend the designation of Roseland Golf Course, designed by Donald Ross in 1926, under Part IV of the *Ontario Heritage Act.*

BACKGROUND:



Donald Ross, the Architect: Donald Ross is golf's most renowned and respected architect. Born in Dornoch, Scotland in 1872. He immigrated to the United States in 1899 at the age of 27 and secured his first job as a golf club professional at Oakley Country Club in Massachusetts. An outstanding player, teacher, and club maker, Ross found his interest primarily concerned the design and construction of golf courses and by 1912 he had become a full-time golf architect. By 1916 he formed Donald J. Ross Associates, and opened offices in several locations on the East Coast.

The courses designed by Donald Ross were uniformly recognized for their outstanding strategic merits, distinctive creativity and natural beauty. By the 1920s his designs had gained him nationwide recognition. Ross left behind a legacy of 413 golf courses that he designed, including such luminary venues as Seminole (Palm Beach. FL), Pinehurst #2 (Pinehurst, NC), and Oakland Hills (Birmingham, MI). His courses, several heralded as among the greatest in the world, have hosted dozens of national championships. He helped to found the American Society of Golf Course Architects in 1946, serving as its first president. He died in 1948. Today, thanks to the efforts of the Donald Ross Society based in Bloomfield, Connecticut, the Ross classical design heritage is being studied, honoured, and preserved. The 1,200 strong organization provides consultation to clubs interested in restoring their courses. (For more information see www.donaldrosssociety.org)

One of the major reasons for Ross's success is that his golf courses were not excessively difficult, yet remained interesting and challenging for players of all levels. His courses often included multiple sets of tees, while his bunkering dictated alternate routes to the green depending on the positioning of the tee shot. This allowed a hole to play differently for golfers of various skill levels. He used water and sand selectively and built intricately contoured putting green complexes that often included undulating mounds and hollows. Ross's style is credited with advancing the philosophy of golf architecture from the penal to the strategic, making golf more enjoyable, and thus, a more popular sport.



HENRY JAMES NEAL

Roseland, a History: In his upcoming book entitled Essex Golf & Country Club, 1902-2002, local author and golf course architect, Jeff Mingay, includes a chapter on the Roseland course. He notes that Roseland was the product of the ambitions of local entrepreneur and avid sportsman, Harry Neal. Henry James "Harry" Neal was born in Morpeth, Ontario in 1883. Trained as an accountant, he was appointed president of his family's Neal Baking Company in 1915. After having assisted in expanding the company's operations to include additional bakeries in London, St. Thomas, and Sarnia, he sold the business to a national conglomerate in 1925. Financially secure, Neal then styled himself a "promoter." He was the first President of the Windsor Rotary Club and for many years an influential member of the Windsor Board of Education. He lived at 978 Victoria and later at 2242 Victoria with his wife Jane and their five children.

In the late 1920s Mr. Neal embarked on the "biggest thing he has ever tackled," the development of the Roseland Park subdivision on the city's south side. The subdivision was to be centered on an 18-hole championship golf course that would be eventually owned by the purchasers of the residential lots.

Neal brought Donald Ross to Windsor in 1926 to layout the Roseland Park golf course. Ross, the most sought-after golf architect in the world at the time, visited the site in late July – early August 1926 to devise a routing, and ideas for all eighteen green complexes. Neal was very anxious to start construction, so the architect sent his preliminary sketches and course description to his chief draftsman, W. Irving Johnson, at their offices in Pinehurst N. C. for formal completion. Johnson's general overhead rendering of Ross's plan for Roseland is attached. (Source for original sketches, description, and plan: Tufts Archive in Pinehurst, NC / Jeff Mingay)

Shortly after the course was built, the Great Depression hit. The sale of surrounding home lots, from which Neal and his brothers expected to recoup their investment in the golf course, was basically non-existent and the Neal's eventually lost the course. Nonetheless, the Roseland golf course and the Essex-Kent Boys Golf Tournament, which he helped to establish, serve as lasting tributes to Harry J. Neal, who died in 1961 at the age of 78. In 1973 the City of Windsor purchased the Roseland Golf Course from manager/owner and golf pro Robert Williamson. (Of note, Mr. Williamson developed the Seven Lakes Golf Course, 7200 Disputed Rd., after selling Roseland.)

To the credit of seventy-five years of management, the basic Ross design remains at Roseland today; all eighteen holes are in the same spot, starting and finishing in the same place as originally designed with greens in their original position. (See the 1947 and 2000 aerial photographs attached as Appendix B and C.) Predominately sloped from back-to-front, Roseland's greens reflect the Donald Ross style, featuring multiple tiers, diagonal swales, and center ridges as their primary nuances. However, the course has changed over time. Most notably, numerous sand bunkers have been replaced by trees, and greens and fairways have shrunken in size and shape. The course was originally more wide open than today. Many changes are due to the natural evolution of the course over decades (i.e. trees maturing) while others were the result of modern maintenance techniques/labour saving innovations (i.e. mowers on the greens rounding off the playing surfaces, etc.).

The original frame clubhouse on the property was replaced in 1978 with the existing club house/curling rink, and the original golf school/pro shop building was replaced in 1999. Other buildings added include a 32' x 64' storage shed built in 1968. The par three course located east of the clubhouse was developed in the mid 1960s. These later additions to the property will not be listed in the reasons for designation.

COMMENTS:

The idea of designating Roseland Golf Course under the *Ontario Heritage Act* was first suggested by a member of WACAC familiar with the rarity and importance of this Donald Ross course. Ross designed and/or remodeled only about 15 courses in all of Canada, remarkably two in Essex County - Roseland (1927) and the Essex Golf & Country Club (1929). The proposed heritage designation was enthusiastically endorsed by personnel at the Ministry of Tourism, Culture and Recreation, and the members of WACAC (May 9, 2001). In an article on scoregolf.com entitled "Ross' Roseland Municipal Golf Course: An Unpolished Gem," author Jeff Mingay called the course in its original concept "perhaps the very best municipal course in all of Canada." A letter from the WACAC Chair suggesting heritage designation for the course was considered by the Roseland Board of Directors on May 23rd and again on July 25th, 2001 - at which time the Board voted unanimously to apply for heritage designation. The "request to designate" form was received on September 18, 2001.

Although some original sand bunkers are missing and there are today many more trees on the property than there were in 1927, the original 18-hole routing and all eighteen Ross greens are intact. Heritage designation will give the course the recognition it deserves and draw the community's attention to what a valuable heritage resource Roseland is. Designation will also ensure that the original design of the course will be preserved for the enjoyment of this and future generations of golfers.

Roseland will be the first golf course in Ontario to receive heritage designation.

RECOMMENDATION:

I. That Roseland Golf Course, designed by Donald Ross in 1926, BE DESIGNATED under the *Ontario Heritage Act,* Part IV, for the reasons attached.

Nancy Morand

Nancy Morand, Heritage Planner

NOTIFY:

Name	Address	City/Prov/Pstcd	Telephone	FAX
Paul Meloche, Manager Tom Wilson, Chair, Board Roseland Golf and Curling Club	455 Kennedy Dr. W.	Windsor, ON N9G 1S8	969-5112	

Reasons for Designation

Roseland Golf Course
455 Kennedy Dr. W.

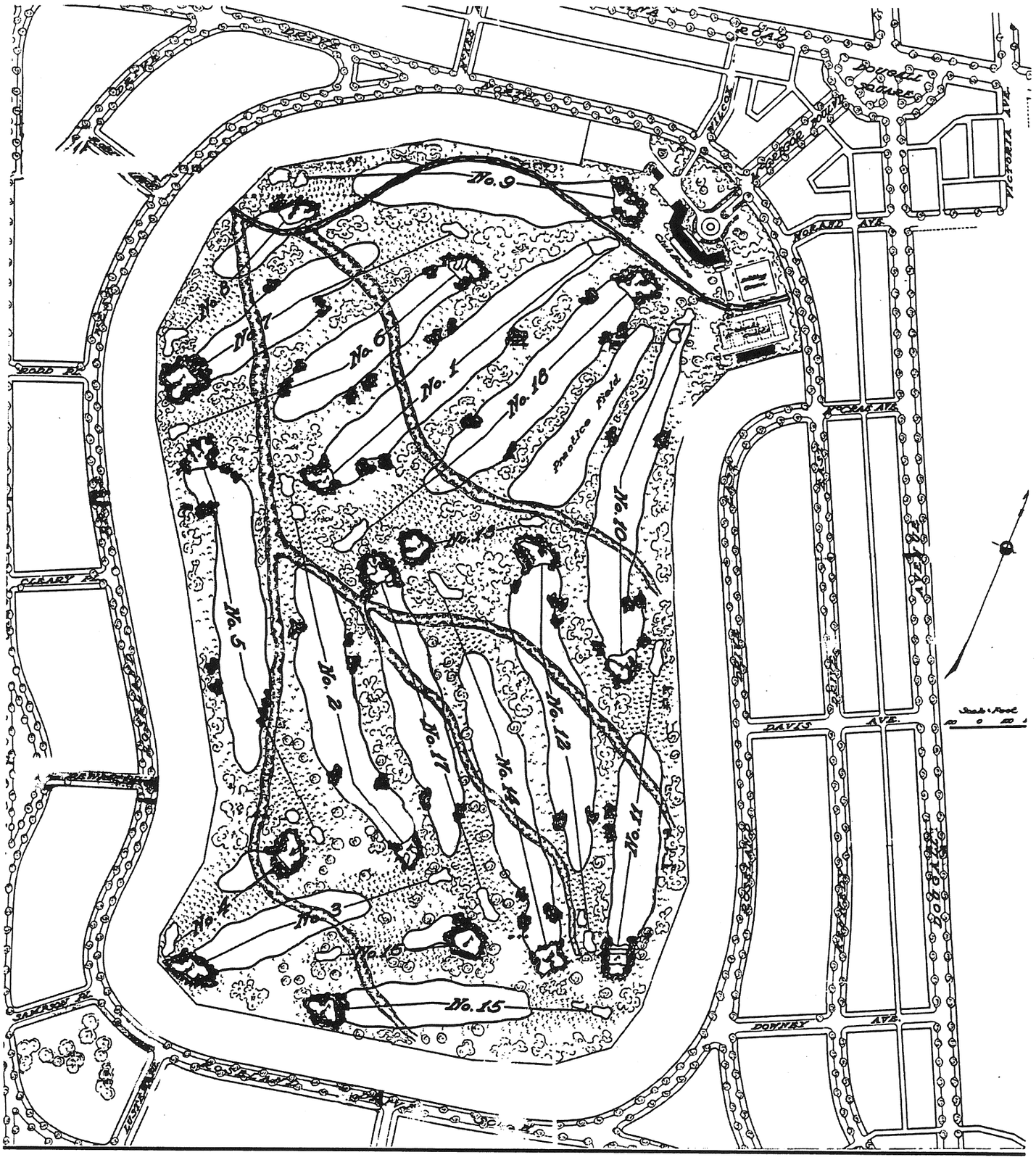
Historical:

- The golf course was the centerpiece of the Roseland Park subdivision developed by Henry James "Harry" Neal – local entrepreneur and avid sportsman (1883-1961). It was Harry Neal who brought Donald Ross to Windsor to layout the Roseland Park golf course in 1926.
- An accountant by training, Harry Neal headed his family's Neal Baking Company from 1915 until he sold the business to a national conglomerate in 1925.
- Harry Neal was instrumental in establishing, and was the first President of, the Windsor Rotary Club. He served for many years on the Windsor Board of Education, as both member and president. Helped establish the continuing Essex-Kent Boys Golf Tournament.
- The course was purchased by the City of Windsor in 1973 and is run by an appointed board of directors at no cost to taxpayers.

Design:

- Eighteen-hole Roseland Golf Course was designed by Donald J. Ross in 1926, golf's most renowned and respected architect. Ross designed and/or remodeled only about 15 courses in Canada, two in Essex County – Roseland (built 1927) and Essex Golf and Country Club (built in 1929).
- The basic Ross design remains at Roseland; all 18 holes are in the same spot, starting and finishing in the same place as originally designed, with greens in their original position.
- Greens predominately slope from back-to-front and feature multiple tiers, diagonal swales and center ridges.
- Original Ross sketches of all eighteen greens and a written course description exists, as does a overhead rendering of Ross's plan for Roseland prepared by W. Irving Johnson, of Donald J. Ross Associates (1926).

Appendix A – Roseland Park Original Design – Donald Ross – 1926
Source: Tufts Archive, Pinehurst, NC / Jeff Mingay



ROSELAND PARK COUNTRY CLUB

WINDSOR, ONTARIO

Donald J. Ross ~ Golf Architect

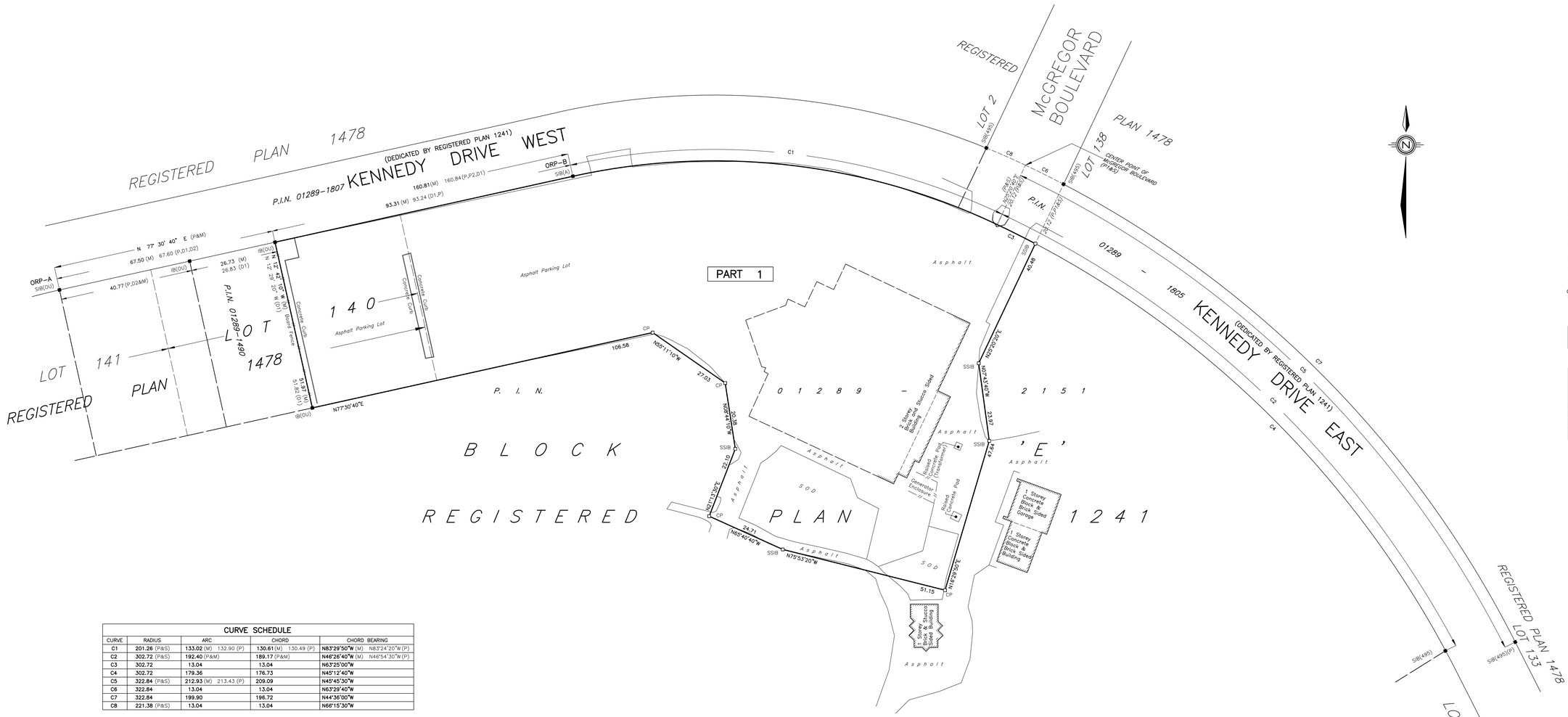
1926

Appendix B – 1947 Aerial Photograph of Roseland
Source: Chris Edwards, Walkerville Times



Appendix C - March 2000 Aerial Photograph
Source: Windsor GIS




REGISTERED PLAN 1478
(DEDICATED BY REGISTERED PLAN 1241)
P.I.N. 01289-1807 KENNEDY DRIVE WEST
ORP-A
ORP-B
SIB(OU)
SIB(A)
IB(OU)
N 77° 30' 40" E (P&M)
67.50 (M) 67.60 (P,D1,D2)
40.77 (P,D2&M)
26.73 (M)
26.83 (D1)
N 12° 29' 20" W (M)
N 12° 29' 20" W (D1)
Concrete Curb
Concrete Curb
Concrete Curb
Ripple Fence
5.97 (M)
5.82 (D1)
P.I.N. 01289-1490
LOT 1478
LOT 140
LOT 141
REGISTERED PLAN
Asphalt Parking Lot
Asphalt Parking Lot
93.31 (M) 93.24 (D1,P)
160.81(M) 160.84(P,P2,D1)
C1
PART 1
CP
N85°11'10"W
106.58
27.03
N68°24'10"W
20.38
22.10
N21°11'10"E
24.71
(N65°40'40"W)
N75°53'20"W
51.15
N16°25'20"E
N77°30'40"E
P. I. N.
01289 - 2151
BLOCK 'E'
REGISTERED PLAN 1241
Asphalt
SOD
Asphalt
SSIB
1 Storey Stucco & Brick Sided Building
Elevated Pad Concrete Pad (Transformer)
Generator Enclosure
Raised Concrete Pad
1 Storey Concrete Block & Brick Sided garage
1 Storey Concrete Block & Brick Sided Building
1 Storey Stucco & Brick Sided Building
Asphalt
Asphalt
Asphalt
Asphalt
SSIB
SSIB
SSIB

HERITAGE IMPACT ASSESSMENT
Final Report



Roseland Golf Course

455 Kennedy Drive West
Windsor, ON

Prepared for:
The City of Windsor
c/o Joe Baker, Manager-
Economic Development & Growth
350 City Hall Square West, Windsor, ON

Prepared by:
a+LiNK Architecture Inc.
362 Dufferin Avenue
London, ON N6B 1Z4
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a+LiNK Project #: 2440
FINAL Report-R04: 2024-10-31

Archon architects incorporated

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preserve + create + sustain

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preserve + create + sustain

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October 31, 2024.

Project No. 2440

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City of Windsor

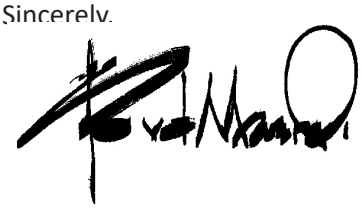
Re: Heritage Impact Assessment
for the Roseland Golf Course at
455 Kennedy Drive West
Windsor, Ontario

Dear Mr. Baker,

Attached is the Heritage Impact Assessment for the Roseland Golf Course in regards to the proposed amendment to the heritage Designation By-law 281-2003 and subsequent demolition of the existing clubhouse building located at 455 Kennedy Drive West. The golf course is a designated heritage property as noted on Windsor's Municipal Heritage Register.

This Report was provided on behalf of Archon Architects Inc. We look forward to the opportunity to present this report to the City as you may require. Please do not hesitate to contact us with any questions or comments regarding this report.

Sincerely,





Ed van der Maarel
Partner, Principal Architect + Heritage Consultant
dipl. Arch., OAA, dipl. Arch.Tech., CAHP, OAHP

Alicia Lesniak
Architect
B.Arch., BES., OAA, MRAIC

Settimo Vilardi
Principal, Architect
M.Arch, OAA, FRAIC
Archon architects incorporated

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APPENDIX A: *Resumes*
Ed van der Maarel, OAA, CAHP, OAHP
Alicia Lesniak, OAA

1. EXECUTIVE SUMMARY

a+LiNK Architecture was retained by Settimo Vilardi of ARCHON Architects Inc., representing the Owner, the City of Windsor, to provide a Heritage Impact Assessment (HIA) for the DESIGNATED property located at 455 Kennedy Drive West in the historic Roseland Golf Course in Windsor, Ontario. This report has been prepared by Ed van der Maarel, Partner, Principal Architect and Heritage Consultant (OAA, CAHP) and Alicia Lesniak, Architect (OAA) and Heritage Consultant. The purpose of the Heritage Impact Assessment is to analyze the impact of the proposed amendment to the heritage Designation By-law 281-2003 at this Designated Heritage property in the City of Windsor Municipal Heritage Register. This report will assess potential impacts and explore alternative development approaches and mitigation measures to address any impacts to the cultural heritage resource and its cultural attributes.

455 Kennedy Drive West (subject property) is located in the Roseland neighbourhood at the south end of the City of Windsor. The subject property is the current location of the Roseland Golf Course, a cultural heritage resource which was built between 1926-1928. It is currently owned and operated by the City of Windsor. The intention of the proposed by-law amendment is to remove the designated status from a small portion of the property at the main entrance to the golf course. This will allow for the demolition of the existing clubhouse building on the golf course property. It is important to note that the area that is to be removed from the existing golf course does not include any portion of the original golf course layout and thus is not directly affecting the cultural heritage resource. The existing Clubhouse building was evaluated to have little or no contribution to the overall heritage character of the property and had no historical significance. It was concluded that the demolition of this building would not have any adverse affects on the existing heritage resource.

The purpose of this HIA is to assess the potential heritage impact of the proposed land by-law amendment at 455 Kennedy Drive West on the Designated cultural heritage landscape of the Roseland Golf Course. As part of the assessment of impacts, any possible mitigating approaches were also reviewed.

It is our recommendation that the existing Roseland Golf and Curling Clubhouse building located at 455 Kennedy Drive West be demolished upon the removal of the designation on the northern portion of the subject property. The removal of this building would not have any adverse impact on the existing cultural heritage resource.

All current photographs of the Roseland Golf Course and Clubhouse included in the document were taken by a+LiNK architecture Inc., unless otherwise noted.

2. INTRODUCTION

The Designated property at 455 Kennedy Drive West is located south of the downtown core, in Windsor's southern neighbourhood of Roseland. The property lies south-west of the intersection of arterial roads Dougall Avenue to the east and Cabana Road W to the north. It is the site of the Roseland Golf Course, currently owned and operated by the City of Windsor.

The original Roseland Golf and Country Club was designed in 1926 by renowned golf architect Donald Ross and is known for being one of the oldest golf courses to be operating in Ontario. The golf course was designated in November 2003 as having architectural and historical significance under the provisions of the Ontario Heritage Act. The original 18-hole golf course layout has remained relatively intact and remarkably consistent with the original design intent. The current Golf and Curling Club building is not original to the design, being built in 1979 after the original clubhouse was demolished in 1978. This building is currently vacant, with the curling club shut down in the spring of 2024. Other elements located throughout the golf course include various outbuildings (Pro and Snack shops, maintenance buildings) and the 9-hole par-three course are also not original to the golf course. A portion of the property at the north is paved and currently used for parking, which is accessed off of the main entry to the course via Kennedy Drive West.

The subject property is approximately 125 acres in area, with the parcel to be removed being approximately 10 acres in area. The existing golf and curling clubhouse building is located in the northern portion of the site and and is proposed to be demolished. The clubhouse was built in 1979 and is not original to the Roseland Golf Course. Since the designation by-law applies to the entire property, a cultural heritage evaluation will be required to establish its cultural value or interest. This is provided in Section 6.0 of this report. Currently, there are no adjacent listed or designated properties.

The subject property is DESIGNATED under the Municipal Heritage Register for the City of Windsor. The proposed designation by-law amendment involves the removal of a portion of land that is currently part of a Designated cultural heritage landscape listed on the City of Windsor's Municipal Heritage Register. A Heritage Alteration Permit is not required for the proposed designation by-law amendment, however, a Heritage Impact Assessment (HIA) is required to review the potential impact of the designation by-law amendment and proposed demolition on the Designated subject property at 455 Kennedy Drive West.

3. POLICIES AND TERMS OF REFERENCE

The Provincial and Municipal authorities have set in place a number of policies and terms of reference for the purpose of protecting, preserving, and integrating cultural heritage resources within Ontario cities. The following Policies and Terms of Reference have been used in the preparation of this Heritage Impact Assessment:

1. The Planning Act and Provincial Policy Statement (PPS) 2014, 2020

The Provincial Policy Statement (PPS) is the statement of the government's policies on land use planning. It applies province-wide and provides clear policy direction on land use planning to promote strong communities, a strong economy, and a clean and healthy environment.

The PPS is issued under Section 3 of the Planning Act and is utilized by municipalities to develop their official plans and to provide guidance and information in regards to planning matters. Specifically, and in regards to cultural heritage , the Planning Act has provisions respecting the province's cultural heritage. The PPS provides general guidance for municipalities for planning and development of communities in a number of ways by; encouraging a sense of place, by promoting well-designed built form and cultural planning, and by conserving features that help define character, including built heritage resources and cultural heritage landscapes.

Section 2.6 of the Act, specifically 2.6.1, 2.6.3, 2.6.4 and 2.6.5 provides municipalities with rules as to the cultural resources within the community.

2.6.1 Significant built heritage resources and significant cultural heritage landscapes shall be conserved.

2.6.3 Planning authorities shall not permit development and site alteration on adjacent lands to protected heritage property except where the proposed development and site alteration has been evaluated and it has been demonstrated that the heritage attributes of the protected heritage property will be conserved.

2.6.4 Planning authorities should consider and promote archaeological management plans and cultural plans in conserving cultural heritage and archaeological resources.

2.6.5 Planning authorities shall consider the interests of Aboriginal communities in conserving cultural heritage and archaeological resources.

The PPS 2020 further provides definition to municipalities in regards to the terms used to describe cultural heritage.

Built heritage resource**:** means a building, structure, monument, installation or any manufactured remnant that contributes to a property's cultural heritage value or interest as identified by a community, including an Aboriginal community. Built heritage resources are generally located on property that has been designated under Parts IV or V of the Ontario Heritage Act, or included on local, provincial and/or federal registers.

Conserved**:** means the identification, protection, management and use of built heritage resources, cultural heritage landscapes and archaeological resources in a manner that ensures their cultural heritage value or interest is retained under the Ontario Heritage Act. This may be achieved by the implementation of recommendations set out in a conservation plan, archaeological assessment, and/or heritage impact assessment. Mitigative measures and/or alternative development approaches can be included in these plans and assessments.

Cultural heritage landscape**:** means a defined geographical area that may have been modified by human activity

and is identified as having cultural heritage value or interest by a community, including an Aboriginal community. The area may involve features such as structures, spaces, archaeological sites or natural elements that are valued together for their interrelationship, meaning or association. Examples may include, but are not limited to, heritage conservation districts designated under the Ontario Heritage Act; villages, parks, gardens, battlefields, main streets and neighbourhoods, cemeteries, trailways, viewsheds, natural areas and industrial complexes of heritage significance; and areas recognized by federal or international designation authorities (e.g. a National Historic Site or District designation, or a UNESCO World Heritage Site).

***Heritage attributes*:** means the principal features or elements that contribute to a protected heritage property's cultural heritage value or interest, and may include the property's built or manufactured elements, as well as natural landforms, vegetation, water features, and its visual setting (including significant views or vistas to or from a protected heritage property).

***Protected heritage property*:** means property designated under Parts IV, V or VI of the Ontario Heritage Act; property subject to a heritage conservation easement under Parts II or IV of the Ontario Heritage Act; property identified by the Province and prescribed public bodies as provincial heritage property under the Standards and Guidelines for Conservation of Provincial Heritage Properties; property protected under federal legislation, and UNESCO World Heritage Sites.

Since the proprty is designated under the Municipal Heritage Register for the City of Windsor, a Heritage Impact Assessment is required and the PPS 2014 and 2020 provides the tools necessary as a Terms of Reference for the document. In addition to these tools, this HIA has been prepared in accordance to the the **Ontario Heritage Toolkit - InfoSheet #5 : Heritage Impact Assessments and Conservation Plans.** The content follows the principles in the conservation of historical properties as well as addresses key items such as negative impacts and mitigation or avoidance.

2. The Ontario Heritage Act

The Ontario Heritage Act, R.S.O, 1990, c.0.18 is the legislation for the conservation of significant cultural heritage resources in Ontario. The criteria within the Ontario Regulation 9/06 of the Ontario Heritage Act provided the tools to determine the cultural heritage value of a property. This regulation provides the criteria which a property may meet. This Heritage Impact Assessment (HIA) refers to these policies to determine the cultural heritage value, potential impacts and mitigation approaches. Section 27 of the OHA pertains to listed heritage properties of cultural heritage value.

3. Windsor Official Plan

The City of Windsor Official Plan is a policy document adopted by Council (July 2013) under the provisions of the Ontario Planning Act, providing guidance for the physical development of the municipality. It contains goals, objectives, and policies established primarily to manage and direct physical change and the effects on the social, economic, and natural environment of the city. The policy framework set out in The Official Plan guides the following:

- Where new development can be located
- How existing and future neighbourhoods will be strengthened
- How Windsor's environment will be enhanced

- What municipal services, such as roads, water mains, sewers and parks, will be provided
- When and in what order Windsor will grow

Chapter 9 in Volume I of The Plan outlines the policy dealing with heritage conservation and provides goals, objectives and policies to guide the conservation of Windsor's heritage resources. The goal of this chapter is to recognize, conserve and enhance the city's heritage resources. The main objectives are:

- Conservation management
- Integration with planning objectives
- Leadership by example
- Public awareness and participation

It is noted under the deifnitions of the policies in this chapter that *'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.'*

The specific direction provided in Section 9.3.4 of The Official Plan for the protection of heritage resources with regards to demolition, alteration or modification approvals:

- (b) *Requiring any person who proposes to demolish or alter designated heritage property to submit plans to Council for approval under the Ontario Heritage Act;*
- *(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;*

4. City of Windsor - HIA Guidelines

The proposed designation by-law amendment and demolition of the clubhouse building on the property located at 455 Kennedy Drive West requires a Heritage Impact Assessment to evaluate the impacts on the existing cultural heritage resource. As the Roseland Golf Course is a Designated Property on the City of Windsor's Municipal Heritage Register, the approval of the proposed demolition and associated designation by-law amendment is required by the City Council.

City of Windsor Heritage Impact Assessment

The City of Windsor Built Heritage Impact Study/Heritage Assessment Guidelines (2024-07-23) provide the framework for the preparation of Heritage Impact Assessments (HIA). It is noted that the *Heritage Impact Assessment is a study used to identify and evaluate the impacts of proposed development on the cultural heritage resources, and to determine the appropriate conservation strategy for it. The HIA shall be based on accepted conservation principles and guidelines, including the following:*

- The Parks Canada Standards and Guidelines for the Conservation of Historic Places in Canada;
- Ontario Ministry of Tourism, Culture & Sport's Eight Guiding Principles in the Conservation of Historic Properties;
- Ontario Ministry of Tourism, Culture & Sport's Ontario Heritage Tool Kit, in particular,
- Ontario's Heritage Conservation Principles for Landuse Planning; and
- Well Preserved: the Ontario Heritage Foundation's Manual of Principles and Practice for Architectural Conservation
- City of Windsor Official Plan Policies
- Windsor Intensification Guidelines (June 2022) resulting from the Multi-Residential Interim Control By-law Study

4. DESCRIPTION OF SITE

4.1 CITY + NEIGHBOURHOOD CONTEXT

The subject property at 455 Kennedy Drive West is within the Roseland neighbourhood, which is located at the southern tip of Windsor, south of the downtown core. This area is bordered by Cabana Road West/East to the north, the 401 Highway to the south and Provincial Road to the east. This neighbourhood is predominately single-family residential use, with some smaller commercial tenancies bordering the east end of this area.

The Roseland Golf Course at 455 Kennedy Drive West (subject property) is situated in the residential neighbourhood of Roseland. The golf course itself was part of a residential development in the early 1920's that included over 900 individual residential lots. The original lots were relatively modest in size, with many of the current lots appearing to have been consolidated to create larger lots. The buildings surrounding the golf course are predominantly single-family residences of varying periods, styles and sizes. The majority of these homes were built prior to the Second World War.

Some of the lots along Dougall Avenue to the north-west of the site have been converted to commercial use. The lots along Cabana Road West to the north have remained as single family residential uses.



Image 4.1: Golf Course Plan in Context - 455 Kennedy Drive West , Google Images, Aug 2024



Image 4.2: City + Neighbourhood Plan in Context - 455 Kennedy Drive West , Google Images, Aug 2024

4. DESCRIPTION OF SITE

4.2 PROPERTY + BUILDING CONTEXT

The subject property at 455 Kennedy Drive West is the site of the Roseland Golf Course. The golf course is Designated as a property of cultural heritage value or interest on the City of Windsor's Municipal Heritage Register, as per Section 27 of the Ontario Heritage Act.

The Roseland Golf Course is an 18 hole course on approximately 125 acres (506,155 square meters). There are currently four buildings on the golf course property: the clubhouse, pro shop, snack shop, maintenance building and machine shed. None of these buildings are original to the golf course, with the proshop and snack shop built in 1999/2000 and the maintenance building built in 2008/2009.

The Golf and Curling Clubhouse

The current clubhouse is a replacement of the original clubhouse on the golf course. The 1 1/2 storey building was built in 1978 in a contemporary architectural style. It has a flat roof and is clad in a pale peach-coloured stucco finish with some portions of red brick along the lower half of the building. The building is approximately 32,000 sf in area and houses two bar/lounge areas, offices, banquet hall with kitchen, washrooms and viewing areas on the main level. The large lower level has a 6-sheet curling rink with change rooms as well as a bar, meeting rooms, banquet hall spaces and utility spaces. The curling rink ceased operations in April 2024 and the building is currently vacant.



Image 4.3: 455 Kennedy Drive West ; Basemap, Google Maps, 2024

4. DESCRIPTION OF SITE

The entire property of 455 Kennedy Drive is designated under Part IV of the Ontario Heritage Act and recognized on the City of Windsor's Municipal Heritage Register. The designation by-law applies to the whole property, which includes all structures and buildings within the legal description of the subject property.



Image 4.4: **The Clubhouse,** August 2024.

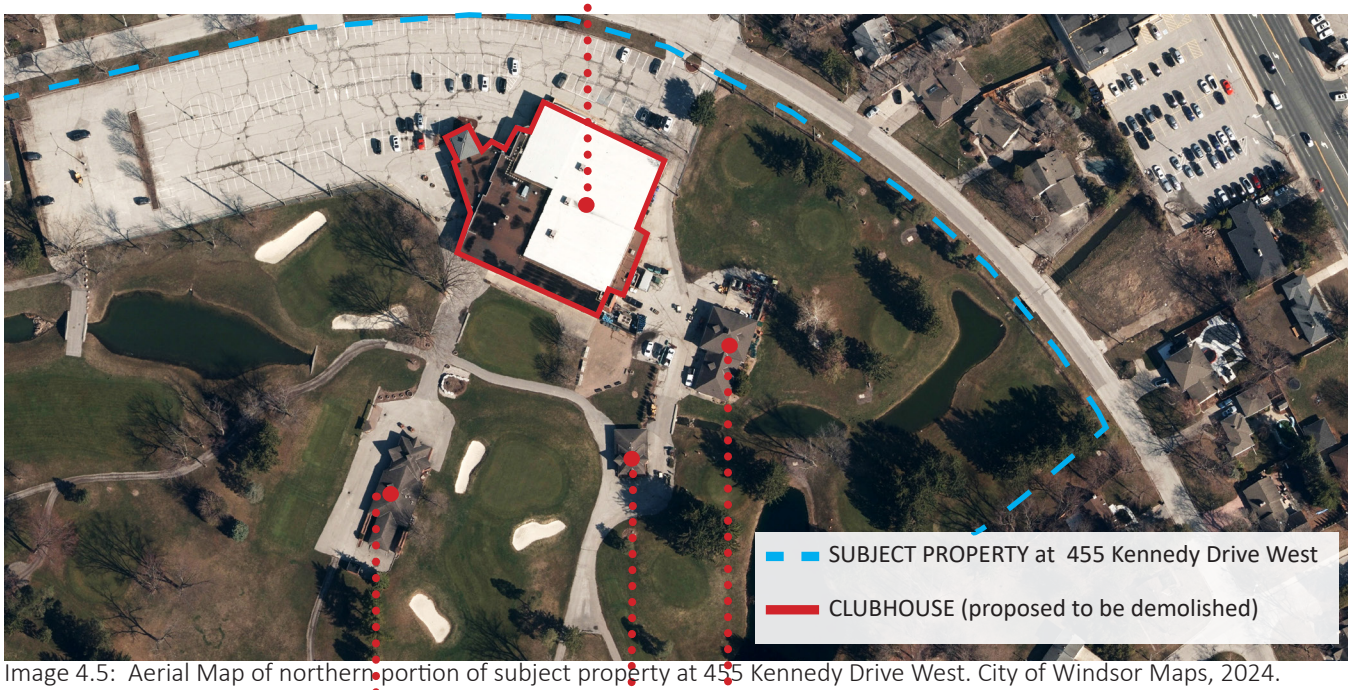


Image 4.5: Aerial Map of northern portion of subject property at 455 Kennedy Drive West. City of Windsor Maps, 2024.



Image 4.6: **The Pro Shop**, August 2024.



Image 4.7: **The Snack Shop**, August 2024.



Image 4.8: **The Maintenance Building**, August 2024.

5. HISTORICAL CONTEXT

5.1 DESIGNATED HERITAGE PROPERTY - Roseland Golf Course

The subject property at 455 Kennedy Drive West is a designated property in the City of Windsor's Municipal Heritage Register, as per Section 27 of the Ontario Heritage Act. Built in 1926 by the famed golf architect, Donald Ross, the Roseland Golf Course is one of the finest examples of Ross' designs in Ontario. The Course remains true to its original design with all tee boxes, green designs and hole routing keeping with Ross' 1926 design. The Roseland Golf Course was designated under the Ontario Heritage Act in 2003 through Designation By-Law 281-2003. It was the first golf course to be designated in Ontario.

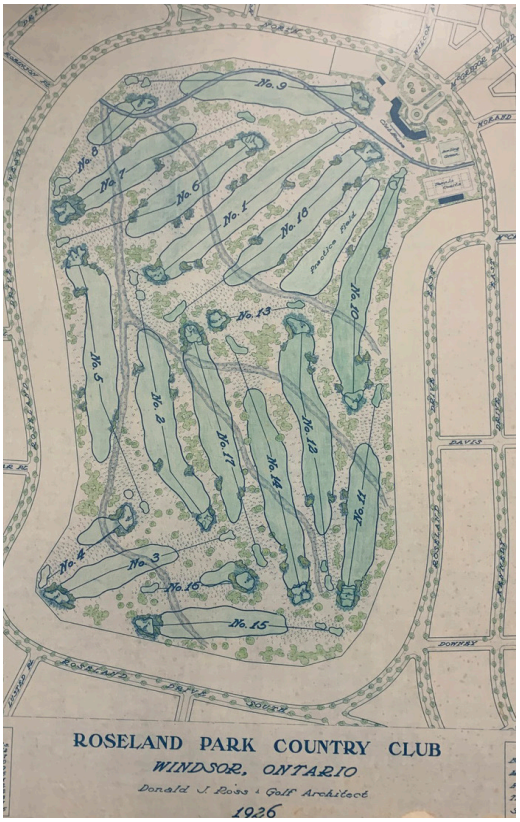


Image 5.1: Image of original rendered drawing of the Roseland Park Golf Club plan, 1926 *by W. Irving Johnson, of Donald J. Ross Associates*

The ***Historical*** reasons for designation as shown in Schedule A of the By-Law are as follows:

- *The golf course was the centerpiece of the Roseland Park subdivision developed by Henry James 'Harry' Neal - a local entrepreneur and avid sportsman (1883-1961). It was Harry Neal who brought Donald Ross to Windsor to layout the Roseland Park golf course in 1926.*
- *An accountant by training, Harry Neal headed his family's Neal Baking Company from 1915 until he sold the business to a national conglomerate in 1925.*
- *Henry Neal was instrumental in establishing, and was the first President of, the Windsor Rotary Club. He served many years on the Windsor Board of Education, as both member and president. Helped establish the continuing Essex-Kent Boys Golf Tournament.*
- *The course was purchased by the City of Windosr in 1973 and is run by an appointed board of directors.*

The ***Architectural*** reasons for designation as shown in Schedule A of the By-Law are as follows:

- *Eighteen-hole Roseland Golf Course was designed by Donald J. Ross in 1926, golf's most renowned and respected architect. Ross designed and/or remodeled only about 15 courses in Canada, two in Essex County-Roseland (built 1927) and Essex Golf and Country Club (built in 1929).*
- *The basic Ross design remains at Roseland; all 18 holes are in the same spot, starting and finishing in the same place as originally designed, with greens in their original position.*
- *Greens predominantly slope from back-to-front and feature multiple tiers, diagonal swales and center ridges.*
- *Original Ross sketches of all eighteen greens and a written course description exists, as does an overhead rendering of Ross's plan for Roseland prepared by W. Irving Johnson, of Donald J. Ross Associates (1926).*

5. HISTORICAL CONTEXT

DONALD ROSS

Roseland Park Country Club was designed in 1926 by Donald Ross (1872-1948). Originally from Scotland, he was acknowledged by many as the greatest golf course architect of the 20th century. Donald Ross was the most sought after golf architect in the world at that time. Of the 413 courses that he had designed in his lifetime, 15 were in Canada and of those, two are located in Windsor; Roseland Golf and Country Club and the Essex Golf and Country Club.



Image 5.2: Photo of Donald Ross (left) and Harry J. Neal (right).

GOLF COURSE

Donald Ross was commissioned to design the course by local businessman Henry James 'Harry' Neal, who desired to have an eighteen-hole golf course as the centerpiece of the Roseland Park subdivision. Although the residential development stalled due to the Great Depression, the construction of the golf course went ahead. With the Roseland Park site, Donald Ross was faced with the challenge of a flat site that was poorly drained. But his routing of the 18-holes at Roseland Park took full advantage of a featureless 124 acre property surrounded by residential lots. One thing to note is that Donald Ross only provided the design of the golf course and was not involved in the construction, as he usually was. This resulted in a lack of a seamless flow through the tees, fairways and greens. The golf course was completed in 1928 and is considered one of the few original Donald Ross designs that have remained relatively intact and remarkably consistent with the original design intent. The only differences from the original golf course to its current conditions are mainly with the planting of hundreds of trees throughout the course, all residential lots surrounding the course have been developed, and an addition of a par three nine hole course to the east of the clubhouse (added in the 1960's). The City of Windsor had purchased the golf course in 1972 and it has been operating as a public golf course since that time.

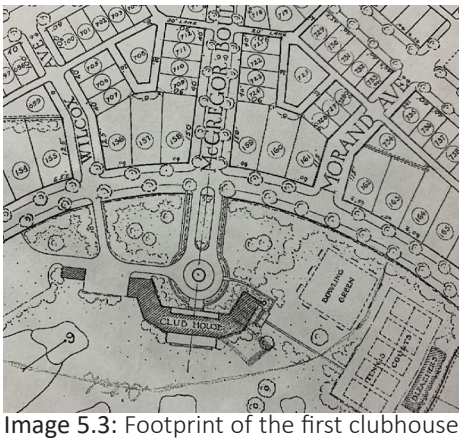


Image 5.3: Footprint of the first clubhouse shown in the original 1926 drawing.

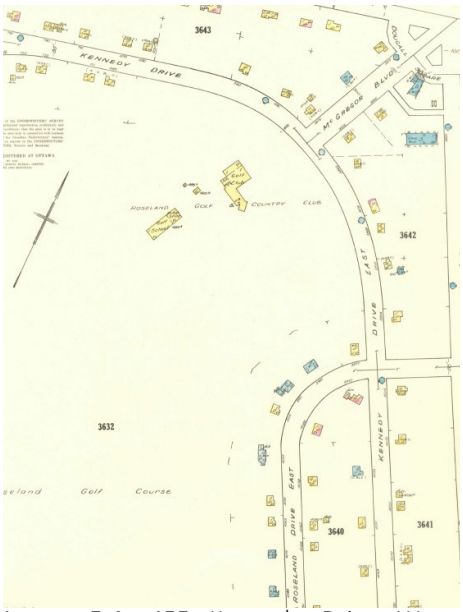


Image 5.4: 455 Kennedy Drive West, Fire Insurance Plan 1953. ***Note original location and footprint of the Roseland Golf Clubhouse***



Image 5.5: Aerial photograph of the second clubhouse, August 1956. *Photo by Frank Wansbrough.*

CLUBHOUSE

The original clubhouse design appears to not have been built as shown in the 1926 golf course plans. It appears that a smaller clubhouse was built to the west of the original location (shown in image 5.5). This building was torn down in 1978 and replaced with the new clubhouse that included a 6-sheet curling rink. Currently, this building is vacant.

6. CULTURAL HERITAGE EVALUATION

6.1 EVALUATING CULTURAL HERITAGE POTENTIAL - ONTARIO REGULATION 9/06

The subject property at 455 Kennedy Drive West, known as the Roseland Golf Course, is DESIGNATED on the Municipal Heritage Register for the City of Windsor. Under By-Law number 281-2003, the subject property was deemed to be of architectural and historic value or interest under the provisions of the Ontario Heritage Act, R.S.O. 1990, Chapter O.18.

In order to determine if a property has cultural heritage value, it must first be assessed using a formal process known as Cultural Heritage Evaluation. In the province of Ontario, Regulation 9/06 was enacted by the Ontario Government in 2006 to help streamline the process of identifying and designating built heritage in municipalities that have cultural heritage value. This tool has allowed for a consistent approach to the assessment of potential heritage properties by prescribing a list of criteria. In order for a historic property, or a property that has been listed on a Municipal Heritage Register, to be considered for designation at least two or more of the nine criteria must be met. The nine criteria for determining cultural heritage value or interest are as follows:

1. The property has design value or physical value because it is a rare, unique, representative or early example of a style, type, expression, material or construction method.
2. The property has design value or physical value because it displays a high degree of craftsmanship or artistic merit.
3. The property has design value or physical value because it demonstrates a high degree of technical or scientific achievement.
4. The property has historical value or associative value because it has direct associations with a theme, event, belief, person, activity, organization or institution that is significant to a community.
5. The property has historical value or associative value because it yields, or has the potential to yield, information that contributes to an understanding of a community or culture.
6. The property has historical value or associative value because it demonstrates or reflects the work or ideas of an architect, artist, builder, designer or theorist who is significant to a community.
7. The property has contextual value because it is important in defining, maintaining or supporting the character of an area.
8. The property has contextual value because it is physically, functionally, visually or historically linked to its surroundings.
9. The property has contextual value because it is a landmark. O. Reg. 569/22, s. 1.

In the case of the Designated property at 455 Kennedy Drive West, a Heritage Impact Assessment is required for the proposed designation by-law amendment and demolition of the clubhouse building. A Cultural Heritage Evaluation (CHE) is a standard component of the HIA. The CHE focuses on an evaluation of the existing clubhouse based on the criteria outlined in Regulation 9/06. A summary of the heritage attributes that may support any heritage value or interest are then included as a statement of Cultural Heritage Value or Interest, followed by recommendations on conservation and protection. The following Section 6.2 provides the Cultural Heritage Evaluation for the existing clubhouse, including summary of key attributes and recommendations.

6. CULTURAL HERITAGE EVALUATION

6.2 CULTURAL HERITAGE EVALUATION - **455 Kennedy Drive West: Roseland Golf and Curling Clubhouse**

The existing Golf and Curling Clubhouse building is situated on the site of the Roseland Golf Course at 455 Kennedy Drive West, which is a Designated property on the City of Windsor's Municipal Heritage Register. The proposed demolition of the existing clubhouse building requires an amendment of Designation By-law 281-2003 to execute. A cultural heritage evaluation of the clubhouse is required to determine the heritage value of the building to assist in the assessment of if it should be included in the designation by-law or not.

Criteria for Determining Cultural Heritage Value or Interest

A property may be designated under Section 29 of the Act if it meets ***two or more*** of the following criteria for determining whether it is of cultural heritage value or interest:

1. The *building* has ***design value or physical value*** because it:

Criteria	Comments	Meets criteria?
1. is a rare, unique, representative or early example of a style, type, expression, material or construction method;	This building was built in 1978 and is not original to the heritage resource of the golf course. The building's architectural style and materials are not remarkable or unique. Therefore this building is not considered to meet this criterion.	no
2. displays a high degree of craftsmanship or artistic merit, or	The clubhouse building does not display a high degree of craftmanship. Therefore this building is not considered to meet this criterion.	no
3.demonstrates a high degree of technical or scientific achievement.	The building is not known to display a high degree of technical or scientific achievement. Therefore this building is not considered to meet this criterion.	no

2. The *building* has ***historical value or associative value*** because it:

Criteria	Comments	Meets criteria?
4. has direct associations with a theme, event, belief, person, activity, organization or institution that is significant to a community,	The clubhouse building is not original to the designated heritage resource of the golf course. It does not have any direct historical association with the original golf course. It did have direct associations with the curling association however, this use was discontinued in 2024. Therefore this building is not considered to meet this criterion.	no
5. yields, or has the potential to yield, information that contributes to an understanding of a community or culture, or	The clubhouse building is not known to yield information that specifically contributes to the understanding of the local community or culture. Therefore, the building does not meet this criterion.	no
6. demonstrates or reflects the work or ideas of an architect, artist, builder, designer or theorist who is significant to a community.	The building does not reflect the work or ideas of an architect etc. who is significant to a community.	no

6. CULTURAL HERITAGE EVALUATION

3. The *building* has ***contextual value*** because it:

Criteria	Comments	Meets criteria?
7. is important in defining, maintaining or supporting the character of an area,	The clubhouse does not contribute to the character of the surrounding residential neighbourhood or the heritage resource of the golf course. Therefore, the building does not meet this criterion.	no
8. is physically, functionally, visually or historically linked to its surroundings, or	The clubhouse building is not original to the designated heritage resource of the golf course. It does not have any direct historical association with the original golf course or neighbourhood. Therefore this building is not considered to meet this criterion.	no
9. is a landmark. O. Reg. 9/06, s. 1 (2).	The clubhouse is not known to serve as a landmark. Therefore, the building does not meet this criterion.	no

Statement of Heritage Character Value

Based on the cultural heritage evaluation, the Clubhouse does not meet any of the nine criteria identified in the table above. It is concluded that the building does not have cultural heritage value and thus would not be considered for designation under Part IV of the Ontario Heritage Act O.Reg 9/06. The building is considered to have minimal cultural heritage value because it is not the original clubhouse building that was built with the golf course in 1926, and therefore does not support the historical character of the cultural heritage resource. The architectural style of the clubhouse is not remarkable and has no unique features or fine examples of craftsmanship on the exterior. The interior does have some wood features (deep laminated beams which were very common in buidling of the 1970's) that could possibly be re-used. As well, any historical plaques, momentos, photos, etc. in the existing clubhouse can be relocated to the new building to maintain the historical records of the clubhouse.

This report concludes that the proposed demolition of the existing Clubhouse building located on the designated property at 455 Kennedy Drive West will not have any detrimental impact to the cultural heritage value or interest of the Roseland Golf Course.

7. PROPOSED AMENDMENT

7.1 DESCRIPTION OF AMENDMENT

The proposed designation by-law amendment involves removing the designation from the north portion of the property on the basis that it does not possess any heritage value. Currently situated on this portion of land is the Roseland Golf and Curling Club building (the Clubhouse), a parking lot, and a 9-hole par three golf course (see Image 7.1). This portion of land does not include any part of the original golf course layout and does not directly affect the cultural heritage resource. The intention is to keep the original 18 holes of the historical Roseland Golf Course intact and untouched. The delineation between designated and non-designated property would help facilitate the proposed demolition of the existing Clubhouse building, which has been assessed in the previous section 6.0 of this report to be not of any cultural heritage value or significance.

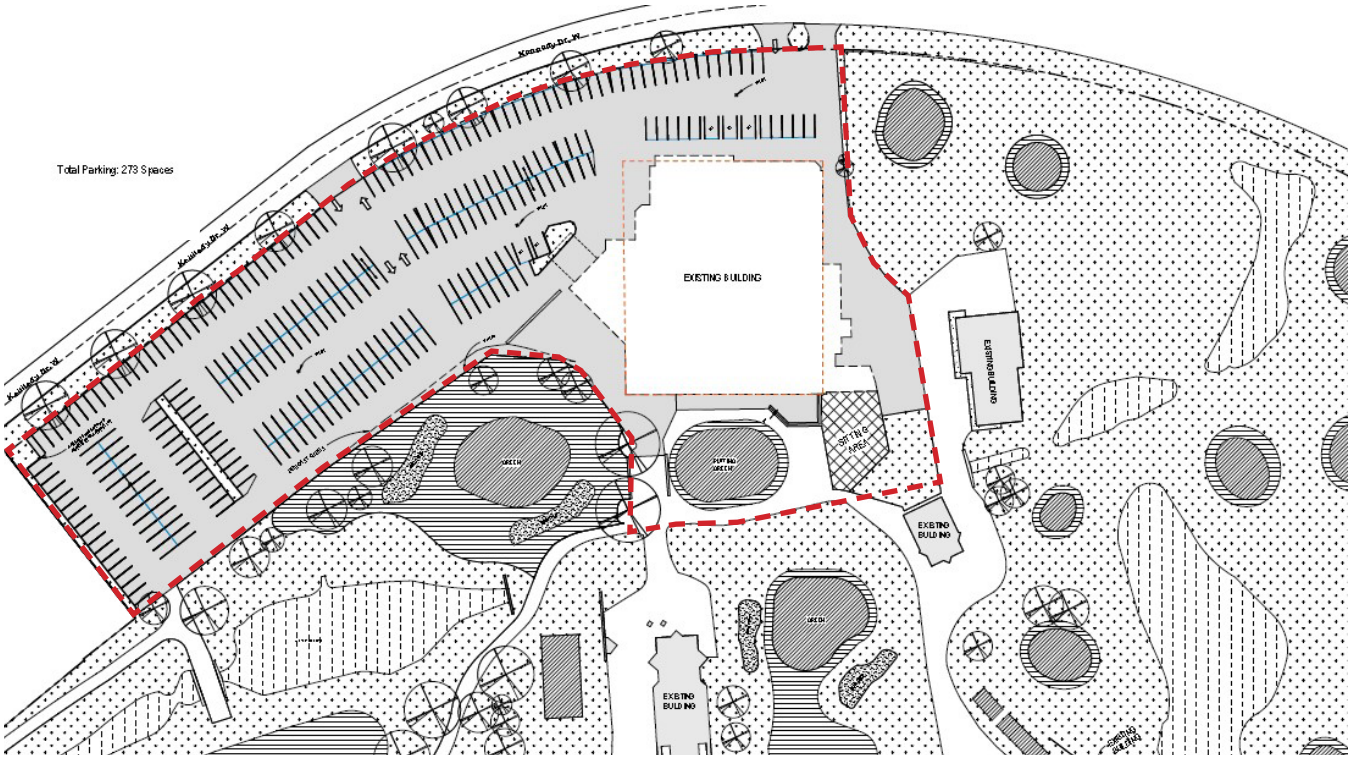


Image 7.1: Existing Site Plan showing portion of property to be removed from the designated property. Drawing by architecttura architects & engineers, 2024/02/27

The area of land that is to be removed is approximately 9.5 acres, which is around 8% of the total golf course property area. This is in the northern portion of the property which runs along Kennedy Drive West. The areas that would be directly impacted by the proposed designation by-law amendment and subsequent demolition of the clubhouse building would be holes #9 and #18. With both greens located along the northern portion of the subject property, they would run along the extent of the non-designated portion of the subject property. The view corridors and vistas to the north from both of these holes would need to be maintained. any potential new development would be reviewed through HIA and standard Planning Act processes.

The impacts and mitigation measures are further explained in Section 8.0 of this report.

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7. PROPOSED AMENDMENT

7.2 ADDRESSING THE CITY OF WINDSOR POLICIES: Heritage Conservation

The City of Windsor's Offical Plan addresses heritage conservation policies in Volume 1, Chapter 9 of the Primary Plan. The main goal is to recognize, conserve and enhance Windsor's heritage resources. The subject property at 455 Kennedy Drive West has followed the policies with regards to the preservation of a designated heritage resource by maintaining the original layout of the historical Roseland Golf Course. The extent of the proposed designation by-law amendment is designed to respect the original layout of the golf course's cultural heritage landscape. As per chapter 9.3.4 Protection of Heritage Resources, any proposed alteration to the heritage property would require Council approval.

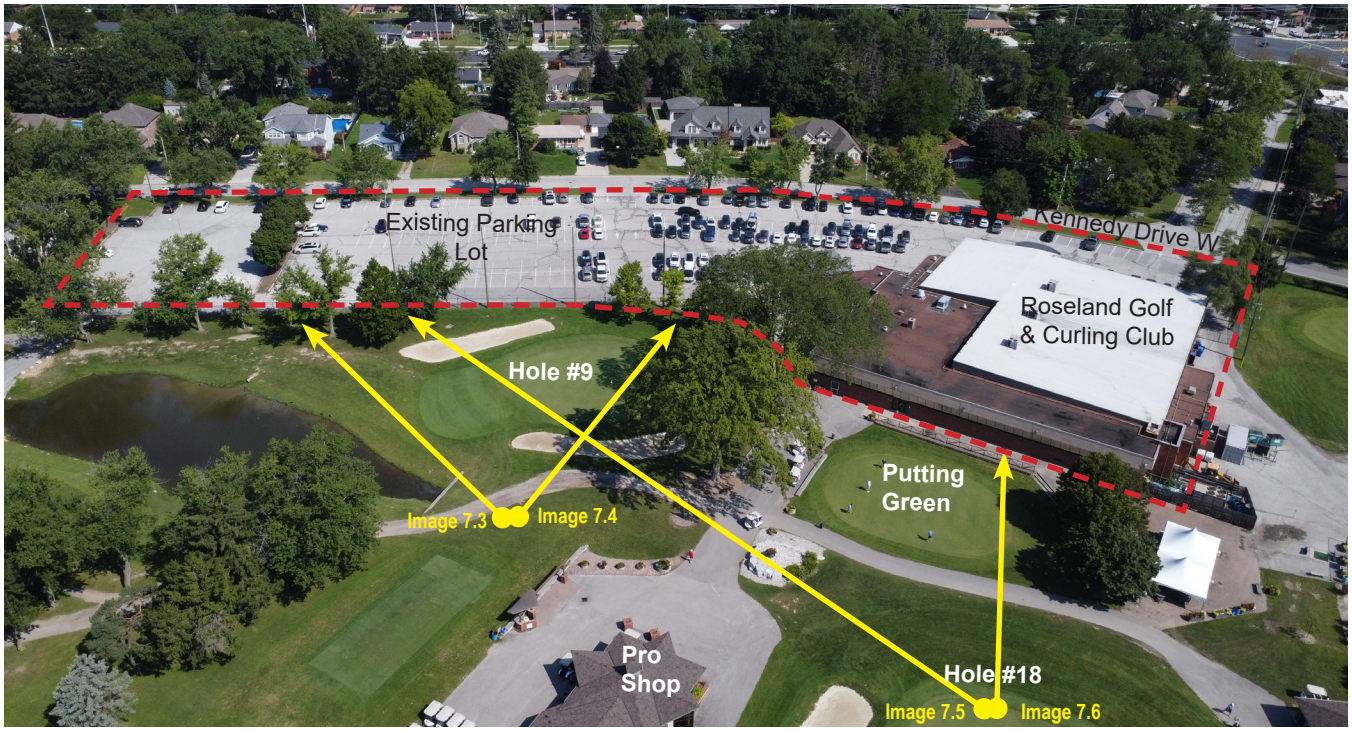


Image 7.2: Drone View of the north-eastern portion of the subject property - area of proposed amendment of the by-lawdesignation. *Taken by a+LiNK architecture inc., August 2024.*

7.3 SITE ANALYSIS

As part of the review of potential impacts of the proposed amendment on the cultural heritage resource, the edges of northern boundary of the existing golf course along the portion of land that is to be removed from the designation was examined. The views from the golf course that would be most impacted by the amendment would be from the greens at holes #9 and holes number #18. Upon review, it was concluded that the existing clubhouse building did not provide any visual interest or value to the golf course and thus its demolition would not have any adverse impacts on the golf course. Refer to the the following photos of views from these holes (as indicated on Image 7.2 above).

7. PROPOSED AMENDMENT

Hole #9: Views along the north of the green



Images 7.3: View towards the northern portion of the subject property along Hole #9 green. *a+LiNK architecture inc., August 2024.*



Images 7.4: View towards the northern portion of the subject property along Hole #9 green. *a+LiNK architecture inc., August 2024.*

Hole #18: Views north from the green



Image 7.5: View towards the northern portion of the subject property from Hole #18 green. The Pro Shop is visible to the left. *a+LiNK architecture inc., August 2024.*



Image 7.6: View towards the northern portion of the subject property from Hole #18 green. The Club House is visibile directly in the centre. *a+LiNK architecture inc., August 2024.*

8. IMPACTS & MITIGATION

8.1 TREATMENT OF HERITAGE RESOURCES

The subject property at 455 Kennedy Drive West, currently known as the Roseland Golf Club, is a Designated property in the City of Windsor's Municipal Heritage Register, as per Section 27 of the Ontario Heritage Act. The Roseland Park Golf Club was designed by renowned golf architect Donald Ross in 1926 and has been in operation as a golf course since 1928. Today, the City owned Roseland Golf Club is considered one of the few original Donald Ross designs that have remained relatively intact and remarkably consistent with the original design intent. To that point, any proposed alteration to this cultural heritage resource it must be demonstrated that the proposed change would not adversely impact the heritage significance of the Designated property.

8.2 IMPACTS OF AMENDING THE DESIGNATION BY-LAW + PROPOSED DEMOLITION

The proposed designation by-law amendment involves separating a small area of the northern portion of the property from the existing golf course. An impact assessment of the proposed designation by-law amendment and clubhouse demolition to the existing cultural heritage resources has been made following the principles laid out in the **Ontario Heritage Toolkit - InfoSheet #5 : Heritage Impact Assessments and Conservation Plans.**

The purpose of the assessment is to determine any impacts, positive, negative, direct or indirect, that the proposed activity may have on the property's cultural heritage value or interest. An impact is defined in InfoSheet #5 as being *a change in an identified cultural heritage resource resulting from a particular activity.* A direct adverse impact would have a permanent and irreversible negative affect on the cultural heritage value or interest of a property or result in the loss of a heritage attribute on all or part of the heritage property.

Based on the cultural heritage evaluation presented in Section 6 of this report, the existing Clubhouse building on the subject property does not have any significant heritage attributes and has been assessed to not have cultural heritage value. The impacts of the proposed demolition of the Clubhouse on the remaining onsite cultural heritage resource at 455 Kennedy Drive West (Roseland Golf Course) needs to be assessed.

455 Kennedy Drive West - Roseland Golf Course

The **direct adverse impacts** of the proposed designation by-law amendment and demolition of the existing clubhouse on the existing cultural heritage resource located at 455 Kennedy Drive West may include, but are not limited to:

IMPACT		BY-LAW AMENDMENT	CLUBHOUSE DEMOLITION
DESTRUCTION	Destruction of any, or part of any, significant heritage attributes or features.	Not applicable - the proposed amendment does not involve the destruction of any heritage attributes or features of the Roseland Golf Course.	Not applicable - the proposed demolition does not involve the destruction of any original heritage attributes or features of the Roseland Golf Course.

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8. IMPACTS & MITIGATION

IMPACT		BY-LAW AMENDMENT	CLUBHOUSE DEMOLITION
ALTERATION	Alteration must be sympathetic or is compatible, with the historic fabric and appearance;	The proposed amendment does not involve any alterations to the existing golf course. Any future proposed development of the northern lot will need to be sympathetic to the adjacent cultural heritage landscape.	The proposed demolition avoids any alterations to the existing heritage fabric as the clubhouse building is not original to the golf course design.
SHADOWS	Shadows created that alter the appearance of a heritage attribute or change the viability of a natural feature or plantings, such as a garden;	The proposed amendment will not create any shadows onto the existing golf course. Any future development on the severed lot will need to avoid shadowing onto the existing golf course, especially at the end of holes #9 and #18 which are at the north of the property.	The proposed demolition will reduce any shadowing onto the existing cultural heritage resource.
ISOLATION	Isolation of a heritage attribute from its surrounding environment, context or a significant relationship;	Not applicable - the existing golf course is a very large property and the proposed amendment would require only approximately 8% of the property to be removed at the northern portion. The connection with the context would be maintained. Entry to the golf course from Kennedy Drive W to be maintained.	Not applicable. The proposed demolition does not affect the relationship of the heritage attribute from its surrounding environment.
LAND USE	A change in land use such as rezoning a battlefield from open space to residential use, allowing new development or site alteration to fill in the formerly open spaces;	Not applicable - there is no proposed change in land use.	Not applicable - the demolition does not result in a change in use.
LAND DISTURBANCE	Land disturbance such as a change in grade that alters soils and drainage pattern that adversely affects an archaeological resource;	Not applicable.	The proposed demolition would involve land disturbances as walls, foundations, and footings may be removed and the property filled and leveled. However, this land disturbance would not affect the existing cultural heritage resource.

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8. IMPACTS & MITIGATION

8.3 MITIGATION APPROACHES

The Provincial Policy Statement (PPS 2005) Heritage Resources in the Land Use Planning Process, Cultural Heritage and Archaeology Policies of the Ontario Provincial Policy Statement, 2005, was the resource utilized in the identification and development of the 'Mitigation Approaches' for the proposed amendment. Specifically, *Heritage Impact Assessments and Conservation Plans; Principles in The Conservation of Historic Properties* was the main source of terms of reference.

Based on the cultural heritage evaluation presented in Section 6 of this report, the existing Clubhouse building located at 455 Kennedy Drive West does not have any significant heritage attributes and has been assessed to not have cultural heritage value. The principles listed below were identified from the InfoSheet #5 - *Heritage Tool Kit (PPS,2005)* and expanded to include specific mitigation approaches related to the proposed by-law amendment and demolition of clubhouse building at the existing cultural heritage landscape resource (Roseland Golf Course):

MITIGATION		**DESCRIPTION**
ALTERNATIVE APPROACHES	Alternative development approaches;	An alternate approach would be not to remove a portion of the property from the designation.
NATURAL FEATURES & VISTAS	Isolating development and site alteration from significant built and natural features and vistas;	Not applicable for the proposed by-law amendment. The demolition of the clubhouse would actually improve the natural features and vistas of the golf course.
DESIGN GUIDLEINES	Design guidelines that harmonize mass, setback, setting and materials;	Not applicable for the proposed by-law amendment and building demolition.
HEIGHT & DENSITY	Limiting height and density;	Not applicable for the proposed by-law amendment and building demolition.
CAMPATIBILITY	Allowing only compatible infill and additions	Not applicable for the proposed by-law amendment and building demolition.

8. IMPACTS & MITIGATION

MITIGATION		DESCRIPTION
REVERSIBILITY	Reversible Alterations	Not applicable. The proposed demolition of the existing Clubhouse building would not be reversible.
SITE PLAN	Buffer zones, site plan control and other planning mechanisms	Not applicable - process not required for building demolition once by-law amendment is in place.

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9. SUMMARY & RECOMMENDATIONS

The small portion of land that is proposed to be removed from the designation by-law applying to 455 Kennedy Drive West is currently identified as a cultural heritage landscape. It is important to note that this portion of land was not included in Donald Ross' original golf course plan, and therefore does not contribute to the cultural heritage value and interest of the property's designation. The proposed designation by-law amendment will allow for the removal of the existing Clubhouse on the subject property. Subsequently, recent building condition assessments done by the City of Windsor found that the building is in need of extensive repairs/updates to meet current building code requirements.

It is our recommendation that upon the removal of the designation status on the northern portion of the subject property, the existing Roseland Golf and Curling Clubhouse building can be demolished. The removal of this building would not have any adverse impact on the existing cultural heritage resource.

Any future development that would be proposed for the portion of the property in subject would require standard municipal approvals, specifically for abutting a Designated heritage property. A HIA would be required as part of any future Planning Act development application. A review by the City's Heritage Planning team and further approval by the Heritage Committee and City Council is required under the provisions of the Ontario Heritage Act.

10. RESOURCES

Government Documents

1. Her Majesty the Queen in Right of Canada. *Standards and Guidelines for the Conservation of Historic Places in Canada*. 2010.
2. Ministry of Municipal Affairs and Housing. *Ontario Provincial Policy Statement, Under the Planning Act.* 2020.
3. Ontario Ministry of Culture. *Heritage Resources in the Land Use Planning Process, Cultural Heritage and Archaeology Policies of the Ontario Provincial Policy Statement.* 'Info Sheet #5, Heritage Impact Assessments and Conservation Plans.' 2005.

Municipal Documents

1. City of Windsor: Municipal Heritage Register, updated February 26, 2024.
2. City of Windsor: By-Law No.281-2003 - Designation of 455 Kennedy Drive West, November 26, 2003.
3. City of Windsor: Windsor Official Plan - Volume 1: Heritage Conservation. Approved by the Ministry of Municipal Affairs and Housing on January 6, 2012.
4. City of Windsor: *Built Heritage Impact Study/ Heritage Impact Assessment Guidelines*, revised July 23, 2024.

Other - Provided by Client and Team

1. Existing Site Plan, by Architecttura dated 2024/02/27.

Maps + Plans:

1. Aerial Map Images: *Windsor, Ontario.* August 2024. Google Maps, https://www.google.ca/maps/place/Windsor,ON
2. Aerial Map images: The City of Windsor - My City Windsor Maps - August 2024.
3. Fire Insurance Map, 1953, Vol 4, Sheet 453 : The City of Windsor - Heritage Planning Department
4. Aerial photos of the Roseland Park Golf Club: a+LiNK architecture inc., August 2024.
5. Plan of Survey as Prepared by Verhaegen Land Surveyors Reference 24-47-444-00 october 1, 2024

Heritage Images:

1. Historical Photos: *Donald Ross - Roseland Golf and Curling Club* website: https://roselandgolfandcurlingclub.
2. Historical Photos and images: *A History of the Essex Golf & Country Club* by Jeff Mingay.
3. Heritage Plans of the Roseland Park Golf Club: The City of Windsor - Heritage Planning Department

a+LiNK

architecture inc.

preserve + create + sustain

Appendix E – Municipal Scan for Designation By-law Amendments

Municipality	Report Date	Property Address	Reason/Rationale/Purpose
Burlington	February 2020	3083 Lakeshore Road	In 2013, the Committee of Adjustment and subsequently the OMB in 2016 approved for the lands at 3087 Lakeshore Road to be severed from 3083 Lakeshore Road to create a new lot for the purpose of constructing a new two-storey detached dwelling on the severed lot while maintaining the existing dwelling on the retained lot. Designation By-law 61-2008 continues to be registered on both parcels despite all heritage attributes identified being contained exclusively on the lands known as 3083 Lakeshore Road.
Burlington	May 2020	2411 Lakeshore Road	In August 2019, property owner was granted provisional consent to sever the westerly portion of the existing lot by the Committee of Adjustment. The original designation by-law includes both the retained lot and the severed lot despite the latter not containing elements of cultural heritage value or interest. Maintaining the designated status on the severed lot would present an undue burden to owners of that lot.
Hamilton	June 2014	320 King Street East	The 320 King Street East property comprises of two buildings, known municipally as 320 and 316-318. The property was designated on January 26, 2005 by Designation By-law No. 05-012 and only describes the features of the 320 building. The 316-318 building is not of cultural heritage value or interest. In 2007, a severance was approved by the Committee of Adjustment and the property was divided into two parcels. The legal description in the Designation By-Law describes both parcels. The purchaser of 316-318 King Street East has requested that the reference to the heritage designation be removed from the title of their property.

Kingston	July 2020	- 1911 Bur Brook Road - 1477 & 1517 Sunnyside Road	The purpose is to correct the legal description in the heritage designating by-law for the Johnson Farmhouse at 1517 Sunnyside Road, clarifying that its cultural heritage value is confined to this property alone, excluding the newly severed parcels at 1477 Sunnyside Road and 1911 Bur Brook Road. This amendment ensures that the heritage designation accurately reflects the location of the heritage attributes and is consistent with the OHA.
Kingston	June 2023	4097 Bath Road	The property owner and applicant seek to remove the designation by-law from the northern proposed severed lands to appropriately capture the identified heritage value on the property, and to streamline the eventual development of approximately 213 residential units related to their application.
Kingston	October 2024	- 8 Estate Lane - 8, 14 & 17 Gable Lane - 15 Leahurst Lane - 25, 38, 46 & 51 Heakes Lane - 18 & 24 Penrose Lane - 18, 36, 42 & 46 Lakewatch Lane - 11, 23 & 43 Beechgrove Lane - 730 & 752 King Street West	The proposed amendment aims to refine the Heritage Designation By-law 8479 and amended By-law 8892 boundaries to exclude lands that do not contribute to its heritage value, including the now-separated parcel at 730 King Street West that was recently developed. This will ensure that the designation accurately reflects only the portions of the property with cultural significance in line with the OHA, and allows for future development on the remaining portions without heritage value as per the 2017 Official Plan Amendment site-specific intensification policy area.
London	August 2019	660 Sunningdale Road East	The rationale for the amendment is to correct the legal description in the heritage Designation By-law for 660 Sunningdale Road East, ensuring that the By-law accurately reflects the property containing the protected red clay tile barns and subsequently removes the By-law from the title of the lands that are now part of a phased development on the property. This process

			follows Section 30.1(2) of the OHA and is required for registration in the Land Registry Office.
Markham	May 2022	Various	A batch report to amend the legal and property descriptions as well as the Statements of Cultural Heritage Value or Interest ('SCHVI') of the previously approved Heritage Designation By-laws where the cultural heritage resource has been relocated, or the property's legal description has been modified through further land division or a plan of subdivision. Designation By-laws to be amended are: - 60 Maple Parkway (formerly 4438 Fourteenth Avenue) - 15 Heritage Corners Lane (formerly 9251 Highway 48 North) - 99 Thoroughbred Way (formerly 9804 McCowan Road) - 43 Castleview Crescent (formerly 10077 Woodbine Avenue) - 8 Green Hollow Court (formerly 9516 Ninth Line) - 20 Mackenzie's Stand Avenue (formerly 8083 Warden Avenue) - 8 Wismer Place (formerly 10391 Woodbine Avenue) - 9899 Markham Road (formerly 9899 Highway 48) - 628 Wilfred Murison Avenue (formerly 9486 McCowan Road) - 7 Bewell Drive (formerly 7447 Ninth Line)
Mississauga	June 2024	7564 Tenth Line	The proposal is to amend the legal description of the Designation By-law 857-79 to limit the heritage designation to the area containing the heritage features and exclude the severed property at 7564 Tenth Line (Ward 9), which does not hold cultural heritage value or interest. The amendment will ensure the designation is accurately applied to only the relevant lands with cultural heritage value or interest.

From: adriana folcan < >
Sent: January 3, 2025 9:44 AM
To: clerks <clerks@citywindsor.ca>
Subject: Re: Report No.: S 161/2024 File No.: MB/6075

RE: Amendment to Heritage Designation By-law No. 281-2003 - 455 Kennedy Drive West Roseland Golf Course (Ward 1)

My name is Adriana Folcan and I live at with my husband and two young children. We purchased my husband‘s childhood home from his parents. He has lived here his whole life. We are just a stones throw away from the clubhouse. We worked hard, saved our money and purchased this home because we absolutely love this area and want to bring our children up and grow old here. Our whole life’s hopes and dreams for our children will be greatly impacted by these changes. I can’t even begin to explain and do not wish to take up more of your time. I beg of you not to take this decision lightly and consider the implications for so very many people just like us, people who work hard, pay taxes, plan for the future and contribute immensely to our community.
The recommendation of a proposed heritage designation bylaw amendment as presented in Report S 161/2024, should be denied. This amendment has the potential to erode the current heritage designation of the current golf course with any proposed future redevelopment of the 10 acres parcel removed. Thank you for your time.
Sincerely
Adriana Folcan (43)
Abigail Orlando (8)
Sammie Orlando (3)

Amendment to Heritage Designation By-Law No. 281-2003 - 455 Roseland Drive West, Roseland Golf Course

I am Albert Schepers P.Eng and have practised engineering for over 40 years. I am past president of the Windsor Essex Home Builders' and the Ontario Home Builders' associations; I am a past member of the Building Code Commission; been on several Ministry of Housing Technical Advisory Committees, on-site sewage treatment (Part 7 of the building code), Built Environment for the Ontarions with Disabilities Act, and energy conservation, to name a few. I have sat on PEO committees to establish guidelines for demountable structures. In addition I am or have been registered as a professional engineer, and the company qualified to practice, in almost every province including Nunuvut and the Northwest Territories

As a consulting engineer my early experience included a development of lands in the Remington Park area to develope an extension to Langlois Street. This took about 6 months from initial submission to approval, including provincial approval. Several other developments were done in various locations of the city on raw lands each with unique challenges and all approved within months of initial submission. In 1986 for a 27 lot in-fill development on Elrose which, from initial submission to being shovel ready and the final house under construction, took 9 months.

Today my practice is for small site development which, if we are lucky, the planning and development process takes years. We just completed two small industrial buildings on Industrial zoned lands, which from initial submission to finally receiving a building permit took over a year. A far cry from the days it took from announcement of the Battery Plant to shovels in the ground. There is something drastically wrong with this approval process, and has been for years.

The current provincial government has set up a task group to cut through the red tape for development. This is admiral but seems to forget about 23 years ago Bill 124 was brought in to amend the building code and planning process to cut through the red tape. Those requirements are being ignored and I have no faith the current government will achieve its goals to streamline and improve the process. I had offered my services to the chair of the task group but have not been invited to attend or even provide input from my experiences with Bill 124 and over 40 years working in the housing industry.

This afternoon the Development and Heritage Committee meeting is considering the October 31, 2024 Heritage Impact Assessment report (HIA) prepared by Archon architects incorporated and a+Link Architecture inc. This HIA is well done and presents the facts accurately. Like any document, though, the echo reflects the shout, the report, though unbiased, is focussed on one issue to the determent of a holistic view. No matter, it is factual and the evaluations are reasonable. To add some context though I present the following:

HIA Report Review

- First, what is the reason for the report? As there is no proposed development there is no need for this report to have been created at all. Earlier this year council had engaged an architect to prepare a concept for a 38 unit condo development which does

not count as a development proposal and hence is not part of the HIA. The HIA states in the conclusions, section 9, that any proposed future development must file a report with the Development and Heritage Committee, along with other city departments, before it may proceed. **This submission before the committee is premature, it achieves nothing.**

- It has been argued that the demolition of the building requires this HIA and the by-law amended however, in the report section 8.2, the Impact section, Destruction, clearly states **no by-law amendment is required for the demolition**. The demolition may proceed as council planned when they closed the curling rink and prepared the condo concept: demolition of a building **for which funds set aside for maintenance and upkeep**; a building which is newer than most of the homes the neighbourhood. **Better stewardship and management would have gone a long way to maintain a city asset**.

- The HIA Cultural and Heritage Evaluation section 6 item 4 incorrectly states the curling use was discontinued in 2024. To be more precise, council decided curling had no value, there was little use of the rinks, so programs could be moved without affecting the community. Unfortunately due to the lack of disclosure, meetings held in camera, **the closure of the curling facility was done by council in preparation of the proposed 38 upscale condo housing development on City owned lands by private developers.**

- Item 5 is correct but does not take into account the club house is in the centre of a thriving community which for years took advantage of the facility until it was left to decay and ruin. Book clubs, voting station, conferences and receptions to name a few. This building was used as a meeting place for many in the neighbourhood and beyond. Personally it was always a treat to take out-of-town guests to the restaurant overlooking the golf course. **Mismanagement and poor stewardship are the reasons for its current condition**.

- The Impacts and Mitigation section 8 has only one item applicable. The rest are not applicable as there is no current development proposal to be considered. The Alternative approach line item states **nothing need be done, no by-law amendment.**

Suggestion to the committee:

If, and only when, a proposal to develop the lands is prepared and brought before the Development and Heritage Committee is when a by-law amendment should be considered. At this time it is a waste of city resources: taking resources away from expeditiously processing legitimate development and housing projects within the city.

From: Mary Antic < >
Sent: January 2, 2025 1:24 PM
To: clerks <clerks@citywindsor.ca>
Subject: Disapproval of Motion to Remove Heritage Title From Roseland Golf Course Club and Lot

To Whom It May Concern,

As residents of Roseland Drive South, we DO NOT support the amendment and removal of the heritage naming of the Roseland Golf Course country club and parking lot. We are old enough to have seen how these things play out and would like this proposition to be denied. We know what a slippery slope something like this can lead to, meaning, that in time the golf course itself will be re-zoned or have its heritage namesake taken away, and we will lose the golf course as well. There are many beautiful homes located around the golf course that are only there because they were assured their backyard scenic golf course view would never change. We don't want to see our beautiful neighbourhood changed into yet another cramped housing project to relocate more and more people to the outskirts of this city.
We have moved here for the reason to be near the golf course and all it's beauty and heritage, and would like to see a remnant of something special to our city intact for many years to come. The Canada we know and love is already unrecognizable with the migrant crisis we face.
So please, do not take the heritage title away from the Roseland Golf and Country Club and adjacent parking lot. Leave what little is left of this city's culture and beauty for us and our neighbours to enjoy.

Sincerely,

Alex and Mary Antic

From: Balsam Hanna < >
Sent: January 2, 2025 8:31 PM
To: clerks <clerks@citywindsor.ca>
Subject: Amendment to Heritage Designation By-law No. 281-2003-455 Kennedy drive West, Roseland Golf Course (Ward1)

Dear Clerk,

I Balsam Hanna with my husband Mokbel Hanna, have received the public notice for the above-mentioned subject.

We have lived in the Roseland area for the past 38 years. We strongly disagree with this proposed amendment to change the heritage designation for part of the Roseland Golf Course property. We feel this will have an adverse impact on the future of this whole neighbourhood.

Yours sincerely,

Balsam Hanna

From: Brandon Orlando < >
Sent: January 2, 2025 10:48 PM
To: clerks <clerks@citywindsor.ca>
Subject: Roseland golf course

The recommendation of a proposed heritage designation bylaw amendment as presented in Report S 161/2024, should be denied. This amendment has the potential to erode the current heritage designation of the current golf course with any proposed future redevelopment of the 10 acres parcel removed"

As a resident of I believe the property should be revitalized and no amendments should be made to take away the heritage designation of the Roseland golf course due to the many concerns other constituents of this area have expressed example increased traffic, volumes, overload of waste, water and sewage, and the destruction of the quiet Roseland neighborhood which I grew up in and move back into to raise my family as I was raised in a beautiful quiet neighborhood. Please vote down this terrible amendment to the Roseland golf course. Thank you for your time.

Regards Brandon Orlando

B.Orlando

From: Brenda Pelka < >
Sent: January 3, 2025 12:00 PM
To: clerks <clerks@citywindsor.ca>
Subject: Amendment to Heritage Designation By-law No.281-2003 Roseland golf Course

To the Members of the Development& Heritage Standing Committee,

My Name is Brenda Pelka. I have lived at for 32 Years.
My phone number is . My email is .

I have read & reviewed the 51 page document regarding the recommendation of a proposed heritage bylaw amendment (Report S 161-2024 for the beautiful Roseland Golf Course.

This proposed amendment should be DENIED by the Development & Standing Committee.
ANY changes to the heritage designation of Roseland Golf Course would set a precedent for future ammendments to come forward altering the cultural heritage attributes of the course.

It is curious as to why the City of Windsor would spend so much time & Human Resources to present this at this time. Any amendment to the bylaw should be presented in conjunction with a development plan.

The timing of this proposition is also suspect. The documents were delivered on CHRISTMAS EVE & the meeting is on January 6 EPIPHANY.

January 2, 2025

To: Development & Heritage Standing Committee

Attn: Mark Mckenzie

Fred Francis

Angelo Marignani

Kieran McKenzie

Jim Morrison

City Clerk

Reference: Report No.: S 161/2024

Development & Heritage Standing Committee

Monday, January 6, 2025, at 4:30 pm

Dear Committee Members;

The Committee will be assessing/debating if City Administration Report S 161/2024 supports a Heritage Designation Amendment Bylaw also known as removing Heritage Designation from approximately 10 acres of land from the property known as Roseland Golf Course, in the City of Windsor.

General Review Comments

Report Notice

I am curious as to the criteria put forth for the distribution of this Notice, although I have been actively involved with this process since March 7, 2024 when I attended the Open House and created & signed the Petitions for this Project, I personally did not receive a copy of the Notice of this Public Meeting and Report No.: S161/2024. Luckily my Son in Law did so I am able to participate in this process. Although given the timing of the distribution, it does not feel like there was much desire for any Public participation or engagement. Please ensure any and all material distributed and future correspondence on this matter are forwarded to me via email: or to Catherine Archer, by mail.

The recommendation of a proposed heritage designation by-law amendment as presented in Report S161-2024, should be denied.

Historical Background from Council Report: S 161/2024

In Appendix A of this Report: It states:

In the late 1920's Henry James "Harry" Neal embarked on the "biggest thing he had ever tackled," the development of the **Roseland Park Subdivision** on the City's South Side. The **"Subdivision"** was to be centered on an 18-hole Championship Golf Course that would eventually owned by the purchasers of Residential Lots from which Neal and his brothers expected to recoup their investment in the Golf Course.

Mr. Neal brought "**Donald Ross**" to Windsor in 1926 to Layout the Roseland Park Golf Course. Ross the most sought after Golf Architect in the World at the time, visited the site in late July – early August 1926. Shortly after the course was built, the "Great Depression" hit. The sale of the surrounding lots from which the brothers expected to recoup their investment in the Golf Course, was basically non-existent and Mr. Neal eventually lost the Course. None the less, the **Roseland Golf Course** and the **Essex-Kent Boys Golf Tournament** which helped to establish, serve as lasting tributes to Harry. J. Neal, who died in 1961 at the age of 78. In 1973 the City of Windsor purchased the Roseland Golf Course from manager/owner and Golf Pro Robert Williamson who went on to develop Seven Lakes Golf Course.

The Original Frame Clubhouse (for what is a Golf Course without a Clubhouse) was replaced by the existing Club House/Curling Rink In 1978. (I imagine it made perfect sense to have a complimentary Scottish Origin Sport to utilize during the Winter months, when the Golf Course lay idle).

The proposed Heritage Designation was enthusiastically endorsed by personnel at the Ministry of Tourism, Culture and Recreation and the Golf Course. In an article on scorgolf.com entitled "**Ross' Roseland Municipal Golf Course: An Unpolished Gem"** author Jeff Mingay called the course in its original concept "perhaps the very best Municipal Course in all of Canada". The Roseland **BOARD** at the time unanimously to apply for Heritage Designation. Heritage Designation will give the course the recognition it deserves and draw the **Community's attention** to what a valuable heritage resource Roseland is. Designation will ensure that the Original Design of the Course will be **PRESERVED** for the enjoyment of this and future generations.

The property is the **"Centerpiece"** of the Roseland Park Subdivision. The entire Property was designated under the Provisions of the Ontario Heritage Act (OHA) by Mayor Hurst and City of Windsor Council by By-Law No. 281-2003.

AND SO HERE WE ARE…

Cultural Heritage Landscape Discussion:

I would argue that Mr. Neal's **"vision"** was as stated:

… the Golf Course was to be the "CENTERPIECE" of the Roseland Park Subdivision…

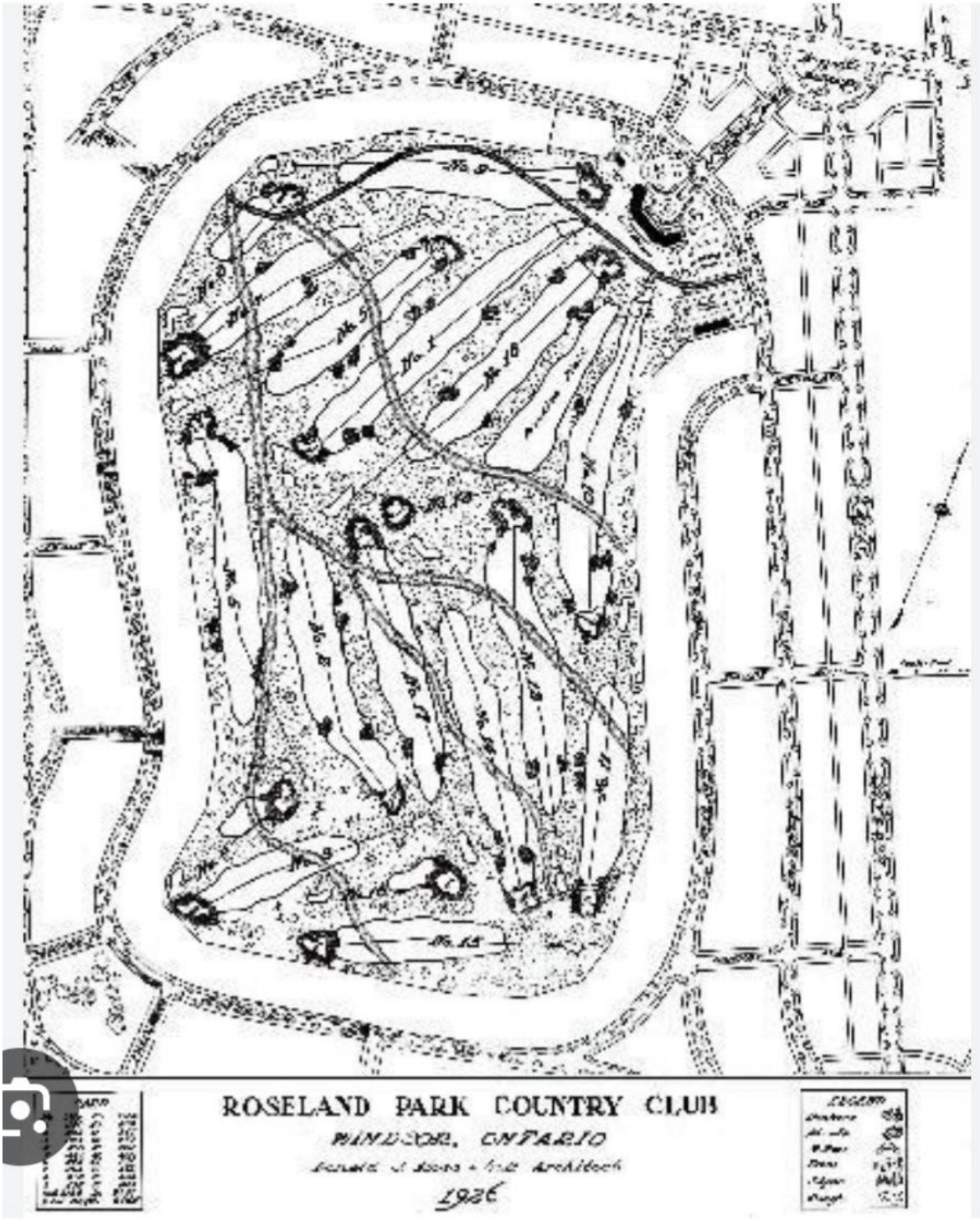


Diagram 1 – Appendix A S 161/2024

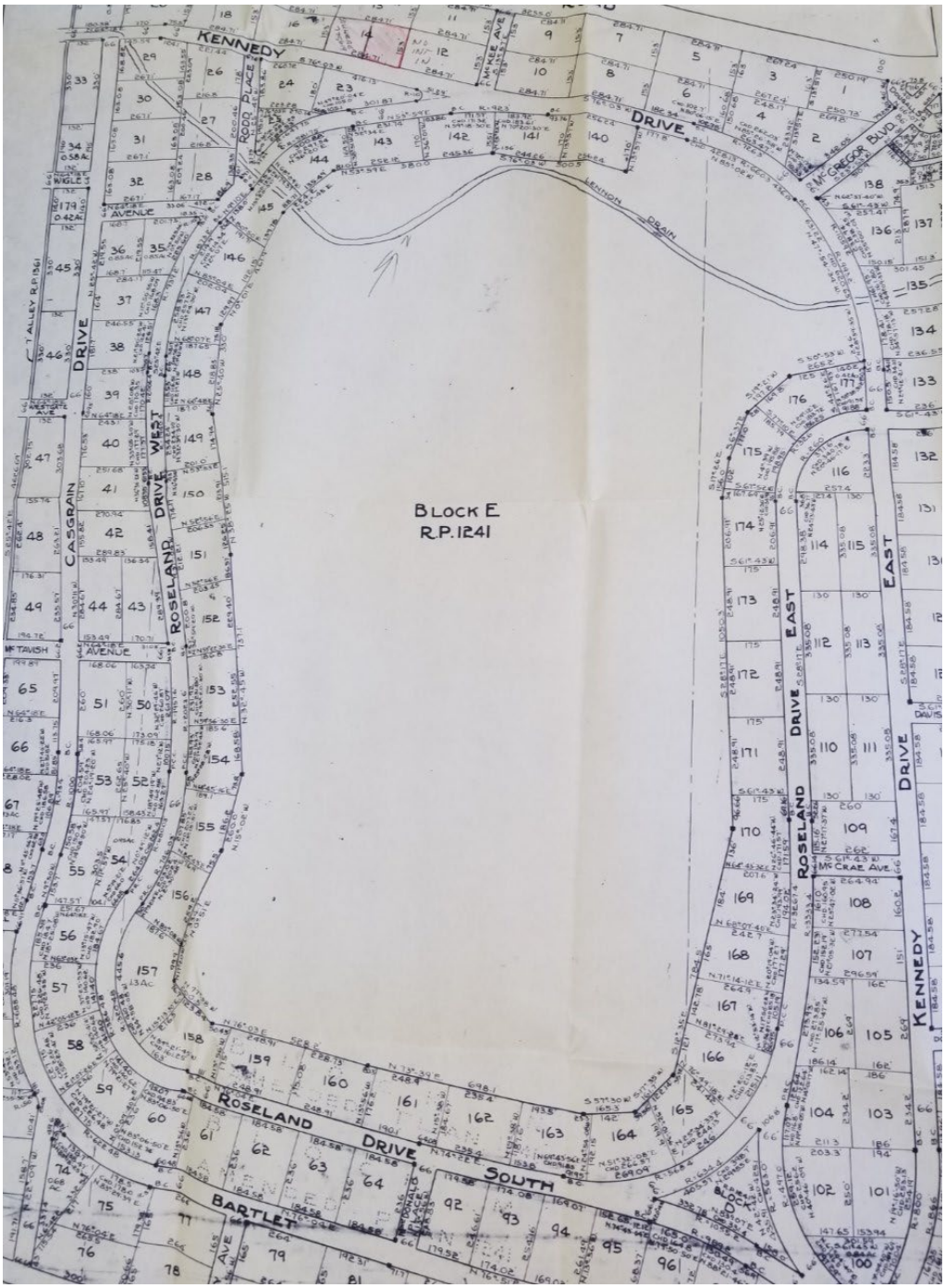


Diagram 2 - 1948 Veterans Land Act – provided by Penny Taylor



Diagram 3 2003 Map of Lot 01289 from By-Law 281- 2003

Discussion/Questions:

1. March 7th, 2024 – Open House – when you solicited Public Community feedback:

Why was the Public not informed of the Heritage Designation 281-2003 at that time?

2. March 21st – meeting attended by over 200 local residents in opposition to this Proposal and a Petition signed by 600+ residents.

Did that not warrant a reconsideration of this proposal, before all this time, energy and resources were directed toward this Proposal, especially given the Heritage Designation?

3. March 22nd and April 18th email was sent to Mayor Dilkens /City Council informing of the Heritage Designation obtained from the Ontario Heritage Foundation - only one Councillor responded Councillor Gary Kaschak (Ward 8) in that April 19th email he stated: "The Golf Course has been given Heritage Status& cannot be anything but a golf course moving forward but the building is not & never has been a heritage site." I also heard our Mayor make that similar statement numerous times on Public Media Outlets in those early months.

Did our current Chair on Board of Directors of Roseland Golf Course not know this property was protected by By-Law 281-2003 or was he giving me misinformation?

4. August 24, 2024, architectural team ARCHON Architecture Inc alon with heritage professional at a+LiNK Architecture Inc. firm based out of London, Ontario were retained to prepare HIA for the designated Roseland Golf Course property. October 31, 2024, HSMFW Project lead and Consultant Team formally submitted the HIA and associated survey plan to constitute a complete package of the designated by-law amendment.

If this package was complete in October, why did it not get "hand delivered" until December 24th, 2024? Why London firm instead of Windsor?

5. Nancy Morand the Heritage Planner who recommended the heritage designation of Roseland Golf Course, states within her November 2001 report to the Windsor Architectural Advisory Committee (now Windsor Heritage Committee) that these later additions to the property [i.e. the club house and curling rink building, par-three course, pro shop building, and storage shed] will not be listed in the reason for designation" Designation By-law 281-2003 applies to the entire Roseland Golf Course property, because the legal description is for the entire property.

So apparently the 2003 Mayor and City Council expected the property to be maintained and cared for, does this mean now the Par 3 will be next on the shopping block? Does this severing of approximately 10 acres set a precedence for it to happen again? What does it mean to have a Heritage Designation of a Historical Property if 21 years so Council can change it? At the time the Roseland Golf Course was designated the Clubhouse/Curling Rink was only 24 years old… why was it not maintained? Does this mean you may see Luxury Condominiums going up around Willistead – they won't miss 10 acres.

Closing

If you overlap these 3 maps you will see the Footprint of Property Identified as #01289 as in By-Law 281-2003 has not changed in 100 years. This is the Property that then Mayor and City Council intended to have protected from sale or development for perpetuity. This is not privately owned, Zoned GD1.2 this property is publicly owned Parkland that has been Heritage Designated since 2003, left in the stewardship of the City of Windsor. Why is our Current Mayor and City Council moving in the opposite direction? Like many of the Absentee Land Owners in our South Windsor Community, they have disinvested in this property, allowed it to deteriorate, because they are speculating on selling this lot in the future for denser Residential use.

This Provincial Push for housing should have nothing to do with Roseland Golf Course, the 38 Luxury Condominiums proposed on March 7th, 2024 would result in .0029% of their total quota of 13,000 new homes by 2031. There are many abandoned buildings and lots downtown and around the City that would yield a much higher outcome of perhaps even "affordable houses", while revitalizing neighborhoods.

The focus seems to be on the **Clubhouse** and its demolition through neglect. Sounds like that has been decided. The bigger concern in this report is the almost 10 acres they want to remove at the entrance to the Golf Course. If this is allowed, what is to stop future City Councils to see other opportunities to convert the **Golf Course** to **cash**, the biggest fear is that this will lead to housing on the Golf Course itself. There is a provision for an (8.3) **Alternative Approach** – would be **not** to remove a portion of the property from the designation.

Roseland Golf Course neighborhood is unique. The Don Ross design Roseland Golf Course, the "**Centerpiece of the Roseland Subdivision**" is about to Celebrate its 100th Anniversary. To add further to its History in 1948 lots were provided to Soldiers returning from War in the Veterans Land Act. Councillor Morrison you stated in a July article of the Windsor Star "We need to Preserve Our Heritage… these are magnificent buildings… Some Developers, they just want to tear them down and make the most Money" – this is perhaps not a building, but an intricate part of the fiber of this Roseland neighborhood (Community), it is already Heritage Designated, it should be protected. Do not allow this travesty, take care of what you have been given to protect. Over the years Roseland Golf Clubhouse in its glory was a community hub… create a place for all to enjoy, protect it, and preserve it … as your predecessors did. **Please deny the proposed by-law amendment on the Roseland Golf Course in report S 161-2024.**

"***SHOW LEADERSHIP BY EXAMPLE"***

*We had a saying in the Navy… Leadership is the **Backbone** of any successful organization; but in order to be a good Leader you have to have a **Backbone.***

Sincerely,

Catherine Archer Gary Archer

From: david pelka < >
Sent: January 3, 2025 12:04 PM
To: clerks <clerks@citywindsor.ca>
Subject: Reprt S 161/2024

Dr. David Pelka

The recommendation of a proposed heritage designation bylaw amendment as presented in Report S 161/2024, should be denied.
It is clearly stated in the HIA report attached to the above proposal, that the existing Roseland clubhouse has no heritage value. This clears the way for the stated purpose of demolition of the existing clubhouse and curling facility. The municipality has determined that it is not fiscally responsible to renovate, maintain or utilize its potential.
The proposal also clearly states that any rezoning/redevelopment would require another HIA report. At this time there appears to be no concrete proposal for a new clubhouse. The concepts of size to meet the needs and function of use have not been clarified.
Also we continue to see in the media the desire of the municipality to add high density housing by way of a multistorey luxury condominium on a portion of this designated heritage property. The local community upon whom this would have the greatest impact has been very clear that this is not acceptable and will not meet the need of affordable housing in our community.
It appears that the municipality has expended a large amount of resources that include tax payer dollars on administrative man hours and outside consultants. There are no plans to tendered for development or construction, and any bylaw amendment seems premature.
The amendment has the potential to erode the current heritage designation of the golf course with any proposed future redevelopment of the 10 acres parcel removed. This bylaw amendment should be completed in conjunction/connection with a proposed rezoning report.
I sincerely feel that the approach that the city is taking on this proposal is eroding the trust of the residents that it serves.

David Pelka

From: D Phillips < >
Sent: January 2, 2025 2:53 PM
To: clerks <clerks@citywindsor.ca>
Cc: mayoro <mayoro@citywindsor.ca>; Francis, Fred <ffrancis@citywindsor.ca>
Subject: RE: Amendment to Heritage Designation By-law No. 281-2003 455 Kennedy Drive West

Name: Dennis Phillips
Affiliation: property owner

The recommendation of a proposed heritage designation bylaw amendment as presented in Report S 161/2024, should be denied. This amendment has the potential to erode the current heritage designation of the current golf course with any proposed future redevelopment of the 10 acres parcel removed.
The area property owners paid premium prices to live in this community. We chose this community because of its character and nature. This proposal undermines what we paid for and betrays a lack of vision for our community.
There is a housing crisis, but this proposal does not contribute toward solving that crisis. It is akin to Premier Doug Ford selling off protected green space to the profit of land developers.
Dennis Phillips

From: Jane Van Buskirk < >
Sent: January 2, 2025 10:25 PM
To: clerks <clerks@citywindsor.ca>
Subject: Deny the proposed bylaw amendment Report S 161/2024

Name: Jane Van Buskirk

I am a resident of South Windsor for over 65 years. I believe the treasure we have in the Roseland Gof Course is a jewel to our city. Selling off our revered asset, the Roseland Golf Course, is not a respected decision. We are proud that Windsor has a Donald Ross golf course established in 1928; why should our current Council members vote to remove historical designation to this prized property .
We recognize that low cost housing is needed, but South Windsor has higher taxes than many sites that are underpopulated and better suited to build condos, for example, the St Clair College property. Build a parking building and use the existing surface parking areas to build condos for students and residents. Build condos where homes were expropriated for the Gordie Howe bridge land assembly and replace the trees and landscaping that were bulldozed. Lastly, Windsor needs the entire Golf Course property to maintain our existing city green space.

The recommendation of a proposed heritage designation bylaw amendment as presented in Report S 161/2024, should be denied. This amendment has the potential to erode the current heritage designation of the current golf course with any proposed future redevelopment of the 10 acres parcel removed"

Sent from my iPhone

From: Jean-Yves Renaud < >
Sent: January 3, 2025 8:19 AM
To: clerks <clerks@citywindsor.ca>
Subject: Reject - Report S 161/2024

To whom it may concern,

The proposed amendment to the heritage designation bylaw, as outlined in Report S 161/2024, should be rejected. This amendment directly undermines the existing heritage status of the golf course by allowing future redevelopment of the 10-acre parcel being excluded.

I strongly believe this heritage site should be preserved for future generations, and alternative solutions should be explored rather than replacing the building.

JY Renaud
South Windsor Resident

From: Louis Durnbeck < >
Sent: January 2, 2025 4:16 PM
To: clerks <clerks@citywindsor.ca>
Subject: RE Amendment to Heritage Designation By-law No. 281-2003 455 Kennedy Dr W, Roseland Golf Course (Ward 1)

Re: Proposed Amendment to Heritage Designation of Roseland Golf Course

I would like to begin with an observation concerning the contents of the report, a copy of which I have thanks to a concerned neighbour. Although we live only a short distance from the Roseland GC property, we received nothing from the City other than an email notification of the Jan. 6 Committee meeting right before the Christmas holiday. Jan. 6 also happens to be Epiphany, a day of religious observation for many.
Firstly, I see the City contracted a firm from London to deliver these assessments. I don't understand why a Windsor-based firm wasn't hired, given the likelihood that a local operation would have more knowledge about the Course and the surrounding community. We are left to believe that perhaps no local firm was willing to deliver conclusions that would be so biased in favour of the position put forward by City Administration.

The Report and the Reality

Repeatedly throughout the materials there are statements saying the golf course itself remains true to the Donald Ross design, specifically that tee boxes and greens remain in their original locations. This suggests the course remains true to Ross' vision, but unfortunately this is untrue...
- Tee boxes have in many instances been moved or lengthened, with new tee areas added throughout.
-The green on number 15 has been entirely replaced. The Ross original was destroyed and a replacement added further back, behind where the original green was located. It was not very well constructed however. I understand St Clair College student labour was used in its construction and an effort was made to replicate the original green but it is quite different in its subtilties and drains very poorly.
-Ross designed a number of Parkland style courses, none of which were in any way an attempt to replicate Linksland style courses. I believe none of Ross' Parkland courses use sod-faced bunkers. I have played at many. The changes made at Roseland to some of the bunkers in this fashion are out of character with the original concept.
-Ross always used what nature gave him in his layouts. The waterway known as the Lennon Drain runs through part of the playing area and was used by Ross as a natural hazard, creating a small pond in front of number 8 green, running eastward toward number 9 green. In my opinion this was all filled in, with an underground pipe to carry the waterflow, primarily to speed up play and potentially increase the number of green fees collected. The addition of a large man-made pond in front of number 9 green is something Ross would never have done and it's a radical departure from the original design.
What's done is done, and I say this with all respect to those involved, but these are examples of past mistakes that were allowed to happen under the well-intentioned Board and Council of the day. All this was done with the Heritage designation in place which seems to have offered no protection from interference on the property so highly praised and touted for its historical value. I don't know if any Heritage exemptions were even sought. I do know that the foremost student of Ross designs in Canada, Thomas McBroom of Toronto, who has been involved in dozens of course renovations, was not consulted. That too was a mistake.
Now we have an opportunity before us to take a wiser position than was taken earlier which has indeed adversely affected the originality of the Donald Ross design. Now we are able to show respect and appreciation for the skills and wisdom of one of Golf's greatest architects by honouring his vision for the entire property he so clearly mapped out in his drawings of 1926. Ross knew full well any proper golf course required a club house, patron parking area and maintenance shed for equipment. He included those areas in his drawings and they were properly included in the original Heritage Designation. Every course of any standing has appropriate clubhouse facilities, certainly for food and beverages and the promotion of comradery as well as for players' locker rooms. His drawings show a Clubhouse situated at the location where the existing Clubhouse sits, though the newer one is much larger. During the past few years, since the Roseland clubhouse has been closed, golfers have no comfortable place to go there for a bite to eat before a round or for food, a beverage and fellowship

after. Quite a few, unfortunately, have taken to the use of the parking lot, often close to the road, to tell tales, munch on a sandwich and imbibe on the beverage of choice.
If we, as a community and as a City really are proud of this important and historical landmark and wish to promote and enjoy it we must respect the vision of its architect, Donald Ross and protect the entire property and provide proper facilities. A hot dog stand or little stand-alone building off to the side someplace with few if any amenities is entirely inappropriate for a golf facility of such rich Heritage. This is not Little River. Roseland is more closely related to Essex GC and Oakland Hills GC which Donald Ross designed around the same time, albeit with different budgets. Roseland GC deserves to be treated with the respect commensurate with its roots.

Collateral Damage & Unexpected Consequences

Since the Report materials contains reference to the City's intention to increase the number of housing units, and it's clear that's the intention for the 10 acres under review, it's fair to consider the impacts a high-density housing project would have on the surrounding community. Others may choose to address these concerns but I will enumerate my concerns briefly:
-Increased Traffic – The widening of Cabana has already resulted in a huge increase in usage. Much of that seems to be traffic headed for LaSalle. There has also been an increase in speeding and dangerous driving, even resulting in the death of a young motorcyclist at the corner of McGraw. McGraw is the main access road to Cabana and even now it is often difficult to access Cabana from McGraw. There is no traffic light there and while right turns can be tricky enough, left turns onto Cabana can be quite dangerous. The only other access is from Casgrain, where there is no traffic light, and the same issues exist there. Routing to Casgrain is via Kennedy through a residential neighborhood that already sees increased traffic, speeding and at times dangerous driving as it is a relatively long straight stretch of road, never policed. It is a walkway to school and back for numerous children and area residents often use it as part of their outings for walks, biking and running. It would be foolish and dangerous to add more vehicular traffic to this road which would be inevitable with more residents and visitors driving to the golf course property.
- Services – The area already experiences numerous issues with electricity blips and outages, not only in stormy weather situations. An increase in electrical demand could well worsen this situation. Increasing sewage loads could well challenge the sewer system currently in place as such increased demand was never envisioned.
-Property values and enjoyment of residential properties – There is concern property values, especially in the immediate area, would be adversely affected. Increased numbers of people, vehicles and traffic generally could easily be seen as having a negative impact on property values as well as disrupting the existing peaceful quiet neighborhood. The report deals with sightlines from within the golf course area but says nothing about the changes that would affect residents from their properties. The views from homes all around the proposed site would be changed dramatically and not for the better.
-Unexpected consequences – There are often unexpected issues that arise from change and I'm sure adding high density housing to an area designed for single family residential use would be no exception. Allow me to bring to your attention one example that happens to involve Roseland Golf Course: when the Lennon Drain was changed by covering up the original open waterway and drain pipes were installed all the way back to Casgrain we started having road flooding on Rodd Place. Though it wasn't too bad initially, it has gotten progressively worse during the present day more frequent bouts of heavy rain. Recent efforts to determine the cause by underground drainage photography, according to those doing the work (another London-based firm), suggests the inadequate 8 inch pipe on Rodd may not have been connected to the new larger pipe underground at Rodd and Roseland. They looked for, but couldn't find the connection, which should have been obvious. It seems likely that work done to the golf course may have resulted in an oversight that has had unforeseen consequences that to date I've heard no one offer solutions for or acknowledge.

While some of my comments may seem not directly related to the review at hand, we all know what is really going on here. We would oppose the proposed change to the Heritage designation at the Roseland property in any event. Any such change would only result in a loss of Heritage value for the entire Roseland Golf Course property and provide a precedent for similar amendments at any and all Heritage-designated sites in Windsor, including the remainder of Roseland Golf Course itself. For these reasons, we ask you to do the right thing and DENY the application for amendment.

Thank you for your thoughtful consideration,
Louis J. Durnbeck

From: Margo & Moe < >
Sent: January 3, 2025 8:18 AM
To: clerks <clerks@citywindsor.ca>
Cc: Margo Bezaire <>
Subject: Amendment to Heritage designation By-law 281-2003

The recommendation of a proposed heritage designation by-law amendment as presented in report S 161/2024 should be denied. This amendment has the potential to erode the current heritage designation of the current golf course with any proposed future redevelopment of the 10 acres parcel removed.
There is no public support for this and you can expect further opposition to this if you go forward with the heritage designation amendment.

Moe & Margo Bezaire, property owners Roseland Drive

Sent from my iPad

Hello -- this email is to serve as an **Objection to the proposed Amendment to Heritage Designation By-law No. 281-2003 – 455 Kennedy Drive, West, Roseland Golf Course (Ward 1). This amendment has the potential to erode the current heritage designation of the current golf course with any proposed future redevelopment of the 10 acres parcel removed"**

I am representing my household at . My husband and I, including our adult children are concerned about entry and exit of traffic onto Roseland Dr. E and entry and exit of traffic onto Casgrain Drive.

The recommendation of a proposed heritage designation bylaw amendment as presented in Report S 161/2024, should be denied. "The report before the committee is solely geared to removing the heritage designation and any discussion on future rezoning/redevelopment will be subject to a future report/proposals. This bylaw amendment should be completed in connection/conjunction with a proposed rezoning report. The current amendment should be deemed premature". By approving this amendment, you change the entire definition of what the Land/Heritage Land/Veteran Land in this area.

Additionally, we wish to express concerns surrounding safety in the existing neighborhood. There are no sidewalks. There is minimal street lighting. Casgrain Drive itself has no street lights. It is very hard to see pedestrians on this road especially when dark as it offers no sidewalks.

Having lived on Casgrain Drive for over 25 years, we have seen Casgrain Drive and Roseland be used as a throughway to Howard Avenue. Speeding has always been an issue and as a result, the speed limit was eventually reduced to 45 km, however, to this day, many do not abide by the reduced speeding limit. Casgrain Drive is also on a school bus route and many children and students cross Kennedy and Casgrain Drive to reach their bus stops/school destination.

There are a large number of pedestrians who use the area for recreation to walk a variety of circuits around the golf course or loops of several blocks. Youth often crossing Dougall at Roseland to go to Starbucks or Tim Hortons, especially in the summer. There are children walking and riding bicycles in the area and there many school bus - especially at the intersection of Roseland E and Kennedy E, Kennedy and Casgrain Drive. The proposed amendment will increase traffic flow along Roseland, Kennedy and North Casgrain Drive adding to additional risk for pedestrians/bicyclers and children.

Additionally, the rezoning proposal at top of Casgrain and Cabana, would cause further congestion as there are proposed plans to rezone the corner of Casgrain and Cabana Rd W **- 1141/1175: a four story Dwelling-consisting of 6 commercial spaces, 25 dwelling units, 61 parking space, access on Casgrain and Cabana.**

There are further development proposals in the area which includes:

1. Proposal 475/479 Cabana Rd W: 3 story, 18 dwelling units, 25 parking spaces in rear, access lane on Cabana
2. Proposal 619 Cabana Rd W: where developers want to sever this one lot into 3 – 45 ft x 150 ft lots- each severed lot will house a minimum of 6 dwelling units and 7 parking spaces in rear, 3 access lanes on Cabana (student dormitory style development up to 72 bedrooms on a 135 ft x 150 ft

A multi-use residential building on Heritage Land/Roseland Golf Course, in addition to the proposed developed plans outlined above will no doubt creates noise and light pollution issues, green space loss

by converting grass and tree land to concrete and pavement, lack of infrastructure support-electrical/plumbing/sewage that would only cost the city more dollars.

In summary, the amendment has the potential to increase hazard associated with increased traffic through a well-used area that should be maintained as a safe, peaceful environment for multiple recreational uses by the public.

Thank you for your attention. I can be reached at if further input required.

Thank you,

Maria and Ian (John) MacNeil; Laura and Amanda MacNeil
Keep South-Windsor/Roseland area the well-established low density Single Family Residential Dwelling as is.

From: Mark < >
Sent: January 3, 2025 10:07 AM
To: clerks <clerks@citywindsor.ca>
Subject: Amendment to Heritage Designation By-law No. 281-2003 - 455 Kennedy Drive West, Roseland Golf Course

To Whom It May Concern,

I am writing to express my great opposition to the amendment of Heritage Deignation By-law No. 281-2003 - 455 Kennedy Drive West, Roseland Golf Course (Report No.S161/2024 ; File No. MB/6075).

The recommendation of a proposed heritage designation bylaw amendment as presented in Report S 161/2024, should be denied. This amendment has the potential to erode the current heritage designation of the current golf course with any proposed future redevelopment of the 10-acre parcel removed. A heritage designation was given to this parcel of land for a reason and should not be removed to suit the council's needs. It jeopardizes the entirety of Roseland Golf Course as well as any other parcels of land or buildings with Heritage designations, rendering them null. The only reason that this by-law amendment is under consideration is for the destruction of the clubhouse in order to build luxury condos to "ease the housing crisis." Windsor and Ontario are not in a luxury condo crisis, and this will do nothing to ease this. All it will do is release the city from the negect they bestowed upon the care of the clubhouse and pad their numbers for their housing build commitment. City Council should be ashamed for taking this route and instead truly focusing on affordable housing, not the decimation of heritage parcels.

Sincerely,

Mark Poisson

From: Marla Sponarski < >
Sent: January 3, 2025 10:07 AM
To: clerks <clerks@citywindsor.ca>
Subject: Amendment to Heritage Designation By-law No. 281-2003 - 455 Kennedy Drive West, Roseland Golf Course

To Whom It May Concern,

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Sincerely,

Marla Sponarski

From: Melissa Coletti < >
Sent: January 2, 2025 12:59 PM
To: clerks <clerks@citywindsor.ca>
Subject: Development & Heritage Standing Committee Meeting Monday January 6, 2025
Importance: High

Melissa Coletti & Jim Marcovecchio – Homeowners
We do not wish to speak but want the Development & Heritage Standing Committee to know that we oppose the heritage designation bylaw amendment that is being recommended in Report S161/2024. We strongly feel that this amendment puts the current heritage designation for the 10 acres Roseland Golf Course at risk for future development.

Thanks,
Melissa

From: Melissa Petz < >
Sent: January 2, 2025 11:22 AM
To: clerks <clerks@citywindsor.ca>
Subject: Planning and Heritage Standing Committee Meeting, Item 10.1 for January 6, 2025.

Good morning, I do not wish to speak at the city council meeting. Please accept my email in lieu.

The recommendation of a proposed heritage designation bylaw amendment as presented in Report S 161/2024, should be denied. This amendment has the potential to erode the current heritage designation of the current golf course with any proposed future redevelopment of the 10 acres parcel removed.

Thank you
Melissa Petz- concerned resident

Sent from Gmail Mobile

From: Olivia Curti <>
Sent: December 29, 2024 10:21 PM
To: clerks <clerks@citywindsor.ca>
Cc: Stephen Durocher <>
Subject: Roseland Golf Course - Jan Council Meeting Submission

I do not wish to speak at the meeting but would still like my voice and opinion be heard on this matter on behalf of myself and my husband.

Here are several reasons why removing the heritage designation at Roseland golf course would be detrimental to the neighborhood:

1. Loss of Historical and Cultural Value - The heritage designation protects the golf course's historical and cultural significance, preserving the architectural, social, and environmental legacy of the area. Removing this designation would erase a valuable piece of the community's history, diminishing the neighborhood's unique character. This also opens the door for future development on the golf course. Even though a current mayor would “assure that the golf course isnt going anywhere” this opens the door for other development and changes of the golf course. Roseland is a highly sought after mature neighbourhood in windsor. With the residents being very proud and protective of this gem of an area. Removal of this designation would be a huge disservice to the city.

Instead, the city had many other proposed locations that are sitting vacant either empty buildings or parking lots. Those certainly should be considered first and foremost before ANY cultural and historical designations are considered being lifted that are designated by the province of Ontario. This should be purely common sense from the City.

2. Negative Impact on Aesthetic and Visual Appeal - Heritage green spaces contribute to the visual charm of an area. Replacing them with high-rise condos would certainly disrupt the neighbourhood's aesthetic cohesion, turning it into a less attractive environment for both residents and visitors. Including increased traffic, privacy from tall condos ability to see in to the private yards I’d neighbours , as well as obstruct views, reducing the area’s scenic appeal.

3. Decreased Property Values - The presence of heritage landmarks can increase property values, as people often desire living in areas with cultural and historical significance. Replacing these landmarks with condos will lead to a loss of value for existing properties, especially those that rely on the character and charm of the heritage site. As stated previously. Lifting this designation would leave opportunity for future development of the golf course land. The lifting of heritage designation should only be considered for the club house building and nothing else. If it cannot be separated, this should absolutely not be allowed to follow through with.

4. Future Impact on Green Space- Golf courses provide valuable green space, which is increasingly scarce in urban environments. This is a public city owned course and land. If anything is done here it should be for the greater good of community use, not for money making to sell the land to developers to build condos.

5. Reduced Community Identity and Pride- Heritage buildings / green space often play a central role in a community's identity. The loss of such landmarks weaken residents' sense of connection and pride in their neighborhood. Communities that preserve their history tend to be more engaged and united.

6. Traffic and Congestion- Building new condos in roseland would bring in more residents, leading to higher traffic volumes, congestion, and strain on local roads that are otherwise quiet and quaint. This would become even more of a thruway for the area. This would negatively affect the overall quality of life for current residents,

7. Irreplaceable Loss- Once a heritage site is demolished, it cannot be recreated. Condos only benefit the developer for immediate financial gain, but the cultural and historical value lost will be irretrievable, leaving a long-term void that cannot be replaced by new construction.

In sum, removing the heritage designation in favor of building condos would result in the loss of a key cultural asset, harm the neighborhood's aesthetic and historical character, and bring about negative social, environmental, and economic consequences for residents. Overall, this proposal is not the BEST interest of the neighbourhood. A City should be looking out for the best interest of its residents, and it has been proven time and time again thru this process that that is certainly not the priority. In addition, giving only a few weeks notice of a council meeting during a public Holiday week is very convenient timing to ensure that mass number of residents that would otherwise voice their opinion on the matter will be lesser. Even how this proposal started, with a intricate and detailed design of what the city planned to do, instead of a real open house, which offers the ability of residents to comment has been executed completely backwards. This is a prime example of not how to execute a project that impacts residents greatly.

I am very much against this proposal in full, especially the lifting of a heritage and cultural designation.

Thank you,

Olivia Curti

From: PENNY TAYLOR <>
Sent: January 2, 2025 9:06 PM
To: clerks <clerks@citywindsor.ca>
Subject: Heritage designation ar Roseland.

Hello:
I am very angry and AGAINST your proposed heritage designation bylaw amendment Report S 161/2024. This should never happen or even be thought of. This will ruin the golf course and surrounding area. I live in the original house on Kennedy Dr. W. that my father in law built with his VLA grant and have the original plan which shows the entire golf course including the 10 acres in question as one large area. It does not show the parking lot area, club house area and par three area as separate entities - it's ALL one area. As for your "luxury condos" - you know damn well these will be bought by Toronto landlords and rented out to multiple students. This will exacerbate the traffic problem which is already bad and overload the sewers and create more flooding. What a way to ruin an old established neighbourhood. You have no regard for the heritage of this area. It all comes down to the almighty dollar doesn't it! This will just start the takeover of the entire golf course. But then again - you don't care.
Penny Taylor

From: Rob Miller < >
Sent: January 3, 2025 10:04 AM
To: clerks <clerks@citywindsor.ca>
Subject: Roseland Golf Course: Heritage Designation & Proposed Future Building

To Whom It May Concern:

As residents in the Roseland Golf Course area, we are concerned about the proposed removal of the heritage designation of Roseland Golf Course. We are not in favour of removing the heritage designation which we understand, protects the golf course as it currently stands. This is our cultural heritage, as well as a green space, which we feel should be preserved for future generations of Windsorites. The recommendation of a proposed heritage designation bylaw amendment as presented in Report S 161/2024, should be denied. We understand that this amendment has the potential to erode the current heritage designation of the golf course and possibly affect any proposed future redevelopment of the golf course.

Sincerely,
Robert Miller
Sari Varsa-Miller

From: Peter Marra < >
Sent: December 29, 2024 9:15 AM
To: Mckenzie, Kieran <kmckenzie@citywindsor.ca>; Francis, Fred <ffrancis@citywindsor.ca>; McKenzie, Mark <mmckenzie@citywindsor.ca>; Marignani, Angelo <amarignani@citywindsor.ca>; Morrison, Jim <jmorrison@citywindsor.ca>; clerks <clerks@citywindsor.ca>
Subject: Report S 161/2024 - for the Jan 6 2025 - Development and Heritage Standing Committee

Good morning all,

I am so sorry to bug you over this holiday season, however, my enclosed letter will show you why I had no choice.

I wanted to get this information out to the members of the Development & Heritage Standing Committee in ample time so that you have an opportunity to review my submission prior to your scheduled Jan 6, 2025 meeting. This time of year is probably busy for each of you with family, holiday events, travel and maybe even time to disconnect, but unfortunately, it looks like City business prevails.

When you read my submission, if you have any questions, please feel free to email me or even call me at 519-***-**** for any clarification that may be required.

When you go into your Jan 6 meeting some questions that should be asked are as follows;

1. A question should be posed to Administration, if any previous Heritage Impact Assessment (HIA) were completed on the Roseland golf course since the original 2003 designation for any works completed onsite. As I mention in my enclosed submission, major drainage works on the Lennon drain were completed a few years ago, regardless of whether the Drainage Act was followed, that act does not negate the City's requirement to follow any other piece of legislation such as the Endangered Species, Permit to Take Water, or contravening Heritage Designations.

2. Why is the full picture not being disclosed now, such as the proposed multi-story, multi-unit, high-density condo building currently communicated out to the public?

3. A question to a+Link should be posed, if they were to evaluate a proposed multi-story, multi-unit, high-density building on the 10 acres, does their current HIA stand up?

4. A question for each of you as Councilors, when you met in closed session to decide on including the Roseland site as part of the Housing Solutions Made for Windsor plan, did you make that decision knowing all of the information, such that a major bylaw amendment was needed to remove Heritage Designation from the area proposed for the high-density building.

5. A formal recorded vote should occur on this matter.

Attn City Clerk:

Please accept this email and attachment as my formal written submission on Report S 161/2024, to be presented to the Development & Heritage Standing Committee on Jan 6,

2025. I hope my correspondence is distributed to all Committee members in advance of the meeting with ample time for them to review it prior to the Jan 6th meeting.

My name is Peter Marra and I'm a resident of the Roseland Neighborhood who lives at . My phone number is 519-***-****. You can reply to me using the email address p********** @******mail.com

I will not be attending nor speaking on this matter at the Jan 6th meeting.

Please place me on the distribution list for any further communication relative to the Roseland golf course site in the future. I would also like to receive a copy of the Jan 6 meeting minutes when completed as well as where a recording of the meeting can be obtained.

Regards,
Peter Marra

December 29, 2024

To: Development & Heritage Standing Committee

Attn: Mark Mekenzie
Fred Francis
Angelo Marignani
Kieran McKenzie
Jim Morrison
City Clerk

Reference: Report No.: S 161/2024
Development & Heritage Standing Committee
Monday, January 6, 2025, at 4:30 pm

Dear Committee Members;

The Committee will be assessing/debating if City Administration Report S 161/2024 supports a Heritage Designation Amendment Bylaw also known as removing Heritage Designation from approximately 10 acres of land from the property known as Roseland Golf Course, in the City of Windsor.

General Review Comments

Report Notice

A notice and copy of the administrative report S 161/2024, was hand delivered on Dec 23rd, 2024. The notice asked for comments by Jan 3rd, 2025, and published that the Development & Heritage Standing Committee meeting will occur on Jan 6th, 2025.

Notice was provided through a time of year to be known for when residents are preoccupied with holiday events, family gatherings and travel. The City of Windsor's own employees and City Hall were off and closed respectively during this time.

The notice for this bylaw amendment and administrative report was ill-timed to gather appropriate public feedback/participation.

At the very least, the Committee should defer this matter to allow for proper public consultation.

However, the following comments have been provided to support the Committee to deny the proposed bylaw amendment proposed.

Administrative Report S 161-2024

In Appendix E of the Administration report, a municipal scan table is presented of where Heritage Designation Amendment Bylaw have been implemented across Ontario. The items listed in the table seem to be pointed toward bylaw amendments for lands that are privately owned and not on land that is publicly owned. Administration should update this table to show where heritage designation bylaw amendments have occurred on lands publicly owned by a municipality in Ontario.

Previous Work on Golf Course

A few years back, the City of Windsor embarked on major drainage works within the Roseland golf course. At the time of this major drainage work, a significant change in landscape occurred, with drainage improvements and the creation of ponds. Given the golf course has had heritage designation since 2003, did the City of Windsor get a Heritage Impact Assessment for the works that occurred as part of the drainage project and how they impacted the heritage value of the golf course landscape?

There is no mention of the previous drainage improvements that occurred across the site in any of the reports before you, the administrative report, or the Heritage Impact Assessment.

When you look at the original 1926 plan, which was the basis for the original 2003 Heritage Designation, provided as part of the report and the current aerial photo, there has been changes to the landscape of the golf course. The committee should be provided with a list of what changes have occurred on the golf course since the original 2003 heritage designation and if any Heritage Impact Assessments were completed at the various times when those respective works occurred.

Housing Solutions Made for Windsor

It is noted in the administrative report that a Housing Solutions Made for Windsor (HSMFW) plan was developed and approved by Council. Seven (7) properties were identified with the Roseland golf course being one of them. City Council had made this decision in a closed session, therefore, the content of what was reported as part of the closed meeting at the time of the decision on the Roseland property is unknown publicly.

However, I would ask if Council was aware that a heritage designation bylaw amendment was required for the Roseland property during the deliberation of the HSMFW plan approval.

Furthermore, as part of the HSMFW plan, the Mayor has also provided the public with a proposed plan for a multi-story, multi-unit, high-density, condominium building on the Roseland property. Ironically where the 10 acres redesignation (bylaw amendment) is being requested.

This proposed building is not part of the subject report before you, but we all know what is proposed and what will come next. The City will need to rezone the property, put out RFP for the private enterprise to build, etc.

2003 Designation Bylaw

It appears in 2003, when the original designation was placed on the golf course, a misunderstanding occurred while identifying the area covered. However, over the last two decades, this misunderstanding allowed the neighborhood to go through a major rejuvenation because residents saw an opportunity to reinvest, rebuild, and sever properties, along with investing significantly in houses surrounding the golf course and throughout the Roseland neighborhood, without fear of future over-development. Now for the City to say, it was a misunderstanding, and we want to change the rules over two decades later, seems disingenuous.

Within the 2003 Roseland Heritage Designation bylaw, the City of Windsor has put these exact words into the current bylaw;

> *Reason For Designation*
>
> *Design*
>
> - *Original Ross sketches of all eighteen greens and a written course description exists, as does a overhead rendering of Ross's plan for Roseland prepared by W. Irving Johnson of Donald J Ross Associates (1926)*

Ross' 1926 plan is almost a century old, his plan and his vision covered the entire area for the golf course including land for a parking lot and clubhouse, for what is a golf course without parking or a clubhouse. As the City saw fit to use this plan to designate the golf course and included all of the lands on the original 1926 plan in order to honor our Heritage and Ross' legacy.

We should continue to rely on the 1926 plan and keep all of the lands identified in Ross' plan as part of the Heritage Designation. **The proposed bylaw amendment should be denied based solely on the few aforementioned paragraphs.**

Heritage Impact Assessment Comments

These are comments provided with respect to the a+Link Architecture Inc., Heritage Impact Assessment (HIA).

Building vs Land Heritage Impact Assessment

The HIA speaks to the matter of demolishing the existing clubhouse. However, it fails to assess how the removal of the proposed 10 acres of property (bylaw amendment), and what effect that would have on the current heritage designation of the golf course.

The current report is looking to remove the 10 acres from the current heritage designation in order to support/get a demolition permit for the existing/current clubhouse.

The HIA, is clear in section 6.2, that the Cultural Heritage Evaluation was geared to the existing building. The three evaluation criteria tables, further in Section 6.2, all reference the building within their table titles. Nowhere in any part of Chapter 6, there is an evaluation of what effect would be had on the existing golf course landscape should the 10 acres be removed.

Chapter 7 of the HIA, is meant to support the bylaw amendment, removing 10 acres from the current designation. In section 7.1, the last sentence of the first paragraph, it is clear the bylaw amendment is to facilitate demolition of the clubhouse. There is no support or evaluation within Chapter 7 of what effects would be had on the existing golf course Heritage Designation should the 10 acres be removed.

In Chapter 8 of the HIA, there is a table relating to the “Impact” of the current proposed bylaw amendment. Within that table, there is a section called “Land Use.” No change in land use of the 10 acres was included in the current HIA evaluation process.

Further, in Chapter 8 of the HIA, there is also a “Mitigation” table. It is clearly indicated in that table, that any proposed future rezoning/redevelopment of the 10 acres is not part of the assessment before you today.

As it is known publicly from the City of Windsor, as part of the HSMFW plan a multi-story, multi-unit, high-density condominium building is proposed.

Therefore, to decide to remove the existing heritage designation on the 10 acres of land is premature without proper knowledge of what is proposed to be built on those lands, what is the proposed rezoning and what effect building something on those lands has on the existing golf course landscape.

Golf courses are large open landscaped spaces, consisting of nicely contoured, landscaped, and manicured property. Removing 10 acres of land from the Roseland golf course, regardless of what it is currently being used for, will greatly impact the nature and identity of the Roseland Neighborhood and the existing golf course.

<u>City of Windsor Official Plan</u>

Chapter 3, Section 3, of the HIA, speaks about the City of Windsor’s, Official Plan (OP). In Chapter 9, Volume I of the City’s OP, there are goals and objectives provided for the City of Windsor to work towards when they make Planning and Heritage Designation decisions. The main objectives, as noted on Page 8 of the HIA, are;

- Conservation management
- Integration with planning objectives
- Leadership by example
- Public Awareness and Participation

How does removing 10 acres from the current designation achieve “Conservation Management” it may even hinder or negatively affect conservation management.

“Integrate with Planning Objectives”, it was noted earlier, that no planning matters are part of this decision today, however, it is well known what will be occurring on the 10 acres, and that should be disclosed and provided before the decision is made.

“Leadership by Example”, which was noted previously relative to Appendix E of the Administrative Report, that no publicly owned property has been redesignated in Ontario and the City of Windsor should continue to show leadership and the Committee should deny this bylaw amendment. The City should continue to be a leader in Heritage Designation and not allow changes to their properties for financial gain, because when private properties with destinations come forward for amendment, how can you say no with precedence being set now?

“Public Awareness and Participation” while I already noted how the public was made aware of this over the holiday season. Nothing more to say here.

Cultural Heritage Landscape

As noted on Page 8 of the HIA, the City’s OP, places the golf course into what is defined as a “Cultural Heritage Landscape”. How would removing 10 acres of the site not negatively influence the landscape of the golf course?

It is already City-owned, it should remain City owned and remain with its current Heritage Designation.

The City of Windsor, should in fact, look at recreating the 1926 Clubhouse to further enhance and promote their own OP and the PPS and to further enhance the City’s precious Cultural and Heritage inventory. Think about the local golf courses, like Beach Grove, and Essex, they all have buildings with heritage value and Roseland should be the same.

Provincial Policy Statement

In Chapter 3, section 1, of the HIA, there is a discussion on the Provincial Policy Statement (PPS). The following is quoted from the HIA;

> *The PPS provides general guidance for municipalities for planning and development of communities in a number of ways by; encouraging a sense of place, by promoting well-designed built form and cultural planning and by conserving features that help define character, including built heritage resources and cultural heritage landscape.*

When the Committee evaluates your decision on this matter today, you should each look at the PPS and ask how removing 10 acres from the current heritage designation promotes any number of these PPS objectives.

You cannot evaluate the built form of a multi-story, multi-unit building, because it was not provided.

Removing 10 acres will affect the cultural heritage landscape.

The neighborhood is called Roseland, after the golf course, so this site is a prime, gleaming example of our neighborhood character, this further supports a sense of place.

How can a proposed known/forthcoming multi-story, multi-unit condominium building promote a sense of place and not dilute the character of the neighborhood and the current Cultural Heritage Landscape of the golf course?

Closing

The City of Windsor seized the opportunity in 2003, to designate the golf course with a Heritage Designation. This was based on having a copy of the original 1926 Donald J Ross design. In that design, Mr Ross, showed the golf course, proposed clubhouse, and parking to support the golf course all contained on a single parcel of land. All of that single parcel of land as part of the 1926 design, currently has the Heritage Designation.

In Mr. Ross' 1926 design, he did not show a proposed, 21st-century architectural design, high density, multi-story building.

The proposed bylaw amendment before you today will erode the Culture and Heritage process that the City of Windsor has worked so hard to achieve over the years.

The HIA provided, supports the demolition of the existing clubhouse, but does not support the removal of the 10 acres. With this HIA in hand, the City of Windsor should be able to issue a demolition permit for the clubhouse without changing the current heritage designation of the land. Therefore, the current HIA provides support for demolition only.

Given the information of the report S 161-2024, the Development & Heritage Standing Committee should deny the proposed bylaw amendment on the Roseland Golf Course.

Regards,

Sandy Marra *Peter Marra*

Sandy and Peter Marra

From: Peter Marra < >
Sent: January 2, 2025 11:58 AM
To: Francis, Fred <ffrancis@citywindsor.ca>; Mckenzie, Kieran <kmckenzie@citywindsor.ca>; McKenzie, Mark <mmckenzie@citywindsor.ca>; Morrison, Jim <jmorrison@citywindsor.ca>; Marignani, Angelo <amarignani@citywindsor.ca>; clerks <clerks@citywindsor.ca>
Subject: additional comments relating to Report s 161/2024

Please accept this submission as additional comments relating to the above note report and in addition to my Dec 29, 2024 submission.

I have had an opportunity to speak with Ms. Tang and Mr. Campigotto at the City about the subject matter of Report S 161/2024, being presented to the Development & Heritage Standing Committee on Jan. 6, 2025 and offer a few more comments that the Committee members should be aware of. They are as follows;

1. The current report is trying to substantiate that the 10 acres should not be part of the Heritage Designation because Ms. Morand stated that in her report from 2001. While the current report has done a good job providing a copy of the previous administration's report, what is has failed to do is provide any sort of detailed meeting minutes on how the discussion of Council or a Committee debated the report back in 2001 or how Council debated the bylaw in 2003. As you are aware, the report says one thing, however, the direction of Council back in the day may have been different and that may be why the current Heritage Designation covers the entire 125 acres.

2. I have confirmed with Ms. Tang and Mr. Campigotto, that their Heritage file of this site does not contain any previous HIA. I will point out that major drainage works occurred sometime in 2018, you can check this for yourself by pulling up the 2017 and 2019 aerial photos. There is further a large soil stockpile area in the middle of the course that still exists today without an HIA. It seems that the City is doing work on the current Heritage Designation property without the proper approval of the Heritage Committee. Before any further amendments and/or approval for this site occurs, this Committee should direct City administration to go in and complete an HIA to reconcile what has occurred on this site to date since the original 2003 designation and to substantiate if those works had any negative impacts on the current Heritage Designation of the golf course. Please note that this has occurred on lands meant to remain part of the Heritage Designation.

3. The report goes so far as to mention the HSMFW plan that City Council has approved but fails to mention what is proposed to be built on the proposed 10-acre parcel trying to be removed from the current Heritage Designation. Ms Tang and Mr Campigotto have mentioned that this report solely deals with Heritage matters and any discussion on rezoning and future redevelopment will not be heard at the Jan 6, 2025 meeting and will be the subject of a future report prepared by one of the City's development planners, however, brought to this same Committee. Therefore, since these matters are interrelated and the same Committee will be dealing with them, a decision on a bylaw amendment at this time should be deferred until a proper report and subsequent HIA are prepared for what the plans are for the future of the 10 acres. This Committee should not be wearing blinders given they and the public know what will occur on this site in future.

4. There is a compromise that exists that this Committee could explore. ***The compromise could recommend the approval of the bylaw amendment to occur, thus removing the 10 acres from the heritage designation, <u>however, to impose a condition/restriction</u> that as part of the amendment the current Green District 1.2 zoning remains on the 10 acres indefinitely into the future.*** What this will allow the City to do is make changes to the 10-acre property, as long as the intent of the GD1.2 zoning is

met. Therefore, if the City wants to tear down the existing clubhouse and rebuild a new clubhouse, it can do so, if the City wants to rebuild/repair/modify the parking lot, it can do so, if the City wants to remove the par 3 course and create a public park there, it can do so. All future works on the 10 acres would need to meet the intent of the GD1.2 zone category/requirements. That is what the land is zoned today and what the proposed Heritage Designation retained parcel of the golf course is, therefore that is why it should be zoned indefinitely GD 1.2. Because the City is the owner, applicant and approval authority, it can do this without resistance or fear of being challenged at the Ontario Land Tribunal.

Attn City Clerk;

Please accept this as further comments relative to Report S 161-2024.

Regards,
Peter Marra

From: Sheri-Lynne Livingston < >
Sent: January 2, 2025 3:27 PM
To: clerks <clerks@citywindsor.ca>
Subject: Roseland Heritage Amendment

To whom it may concern,

I am writing to ask that someone pass on my comments during the meeting that is set to take place soon regarding amending the Roseland Golf Course and surrounding land Heritage Designation.
Although I am not able to attend in person or by zoom, I wish to make it known that I completely disagree to remove this heritage designation, even if only for a small portion of the property, and the recommendation for the bylaw amendment as presented in report S 161/2024 should be denied.
We reside in the area and would be saddened to see it become something other then an improved version of the current clubhouse/restaurant facility that can benefit the community, even perhaps increase the services that will keep the curling but include new options for Windsorites to enjoy.

Thank you,
Sheri Livingston

From: Silvio Barresi < >
Sent: January 2, 2025 1:30 PM
To: clerks <clerks@citywindsor.ca>
Subject: Amendment to Heritage Designation By-Law No. 281-2003 -455 Kennedy Drive (Ward 1)

TO: DEVELOPMENT & HERITAGE STANDING COMMITTEE

I quote from the ONTARIO HERITAGE TRUST as follows;

"Designation of heritage conservation districts (OHA, section 41) empowers a municipality with the ability to identify a special area of their community that possesses unique character and to identify and ensure that this character is preserved."

City of Windsor council, under the leadership of Mr. Michael Hurst, in 2003, deemed it desirable to designate Roseland Golf Course, 455 Kennedy Drive West, to be of architectural and/or historic value or interest.

Now, the present council of City of Windsor is asking the Development and Heritage Standing Committee to support a Heritage Designation Amendment Bylaw, to sever and remove heritage designation from approximately 10 ACRES of land from the property known as Roseland Golf Course, in the City of Windsor.

This, to me is in complete defiance and disrespectful to 2003 City of Windsor council, ex Mayor Hurst, and the residence of the City of Windsor.
To allow this amendment, would have the potential to erode the current heritage designation of the golf course with any proposed future redevelopment of the 10 acre parcel removed.
It could negatively impact all other ares of Heritage Designation in the City of Windsor on the basis of precedence.

It should be denied.
It should be denied.
It should be denied.

I, any many other residents of our fine city, and the well established area of Roseland, thank you for taking the time to read my and our concerns over this matter.

Please ask yourselves, what overall benefits could it possibly have for the City of Windsor?

Thank you

Silvio Barresi

From: Tina Van Hinte < >
Sent: January 3, 2025 11:34 AM
To: clerks <clerks@citywindsor.ca>
Subject: Roseland Golf Course - Heritage Designation

The recommendation of a proposed heritage designation bylaw amendment as presented in Report S 161/2024, should be denied. This amendment has the potential to erode the current heritage designation of the current golf course with any proposed future redevelopment of the 10 acres parcel removed.

I am against a proposed future building on the Roseland Golf Course site.

The community is against a proposed future building on the Roseland Golf Course site.

There are so many areas of Windsor that are desperately in need of development and redevelopment (vacant lots, neglected and downtrodden areas). Please focus on those sites.

In the process of community consultation, we are being consulted and we are answering. Listen to the community. Listen to us. We do not want the heritage designation removed and we do not want development on this site.

Sincerely,

Tina Van Hinte

From: catherine pupatello < >
Sent: January 2, 2025 5:39 PM
To: clerks <clerks@citywindsor.ca>
Subject: Roseland golf course proposal

We have lived in the Roseland area for over 35 years. The proposal put forth amending S161/2024 SHOULD BE DENIED! We strongly oppose any changes..HERITAGE DESIGNATION SHOULD REMAIN AS IS.

TONY AND CATHY PUPATELLO
Sent from my iPad

From: Walter Bocian < >
Sent: January 3, 2025 10:32 AM
To: clerks <clerks@citywindsor.ca>
Subject: Report S 161/2024

My name is Walter Bocian and I live at , Windsor, Ontario. My email address is and I am a concerned friend of the Roseland neighborhood.
"The recommendation of a proposed heritage designation bylaw amendment as presented in Report S 161/2024 should be denied. This amendment has the potential to erode the current heritage designation of the current golf course with any proposed future redevelopment of the 10 acres parcel removed. " I also would like to say I will be in attendance with my wife at the council meeting @ 4:30 p. m. on January 6th 2025 in council chambers. Please also consider the flooding protection and environmental protection this jewel has on us as this city is probably behind on tree planting already. As you know, cement does not absorb water and cement does not provide us with oxygen.

Thanking you in advance Walter Bocian.
Sent from my Huawei tablet

From: Anthony Johnston <>
Sent: January 3, 2025 1:36 PM
To: clerks <clerks@citywindsor.ca>
Subject: Amendment to heritage designation for Roseland Golf Course

To whom it may concern:

I would like to say that this action done mostly with in camera meetings and moving curling to SW arena and now building luxury condos at Roseland Golf Course is an absolute farce and has been in secret and should not be allowed to come to fruition.
It leaves me wondering who is really driving and benefitting from this process and outcome.
Certainly, not the residents in the area, the curlers or those who respect heritage desginations.
All involved should be ashamed.

Anthony Johnston P. Eng

From: Eric Mayne < >
Sent: January 3, 2025 1:46 PM
To: clerks <clerks@citywindsor.ca>
Subject: Roseland

Clerks office
Please add my recommendation to deny the proposed heritage designation bylaw amendment as presented in Report S 161/2024. Public heritage sites should remain community assets. South Windsor has grown exponentially and seriously lacks community centres. Revitalizing the club house will greatly enhance the community that has been recently forced to rezone to high density. Please don't deny us this public space as well.

Regards
Donna Mayne

Sent from my iPhone

From: Fulvio Valentinis < >
Sent: January 4, 2025 12:11 PM
To: clerks <clerks@citywindsor.ca>
Subject: Fwd: Amendment to Roseland Heritage Designation By-Law

Please include as a written submission the following attachment for Monday's Development and Heritage Committee Meeting for item 10.1 Roseland Heritage Designation. I am out of town and appreciate your indulgence for the late submission. Thank you
Fulvio Valentinis

---------- Forwarded message ---------
From: **Fulvio Valentinis** < >
Date: Fri, Jan 3, 2025 at 10:23 AM
Subject: Amendment to Roseland Heritage Designation By-Law
To: <ffrancis@citywindsor.ca>, <kmckenzie@citywindsor.ca>, <amarignani@citywindsor.ca>, <mmckenzie@citywindsor.ca>, <jmorrison@citywindsor.ca>

Gentlemen,
On Monday January 6, 2025 the Development and Heritage Standing Committee will be dealing with a Heritage Designation Amendment By-Law regarding Roseland Golf Course in the City of Windsor. Regretfully I am out of town and will not be able to attend.

The effect of the proposed amendment is to SEVER and REMOVE the Heritage designation from approximately 10 ACRES of land from the property known as Roseland Golf Course.

I was a member of Windsor City Council in 2003 when council deemed it desirable to designate Roseland Golf Course, 455 Kennedy Dr. West to be of architectural and /or historic value and interest.

City Council in 2003 strongly believed that this parcel of land known as Roseland Golf Course "possesses unique character ". (Heritage Act) and it was important "to ensure that this character is preserved". The intent of council was to protect this property from any redevelopment other than a golf course.

The proposed amendment is to remove the designation from an area (10 ACRES) equivalent in size to 7.5 football fields. This is SIGNIFICANT. Not only does this negatively impact the character of Roseland Golf course but also opens the door to further redevelopment on the Roseland property and potentially other Heritage designated sites.

I urge you NOT to set this precedent. Please deny the recommendation of a proposed heritage designation by-law amendment as presented in Report s161/2024.

Thank you for your consideration.
Fulvio Valentinis

Subject: Additional Information Memo to Report S 161/2024: Amendment to Heritage Designation By-law No. 281-2003 – 455 Kennedy Drive West, Roseland Golf Course (Ward 1)

Reference:

Date to Council: February 10, 2025
Author: Tracy Tang, MCIP, RPP
Planner III – Heritage (A)
Email: ttang@citywindsor.ca
Phone: 519-255-6543 X 6179
Planning & Building Services
Report Date: January 23, 2025
Clerk's File #: MB/6075

To: Mayor and Members of City Council

Additional Information:

Recommendation:

I. **THAT** this report providing further clarification on matters addressed in Report S 161/2024 **BE RECEIVED** for information; and,

II. **THAT** City Council **BE INFORMED** of the Heritage Planning processes and procedures related to heritage permits, demolitions, and heritage impact assessments, as outlined in this report.

Executive Summary: N/A

Background:

Report S 161/2024 titled "Amendment to Heritage Designation By-law No. 281-2003 – 455 Kennedy Drive West, Roseland Golf Course (Ward 1)" was considered by the Development & Heritage Standing Committee (DHSC) on January 6, 2024. The Report S 161/2024 contained the following recommendations:

I. **THAT** the Heritage Designation By-law No. 281-2003 for 455 Kennedy Drive West, Roseland Golf Course, **BE AMENDED** to i) correct the legal description by deleting the lands which do not have cultural heritage value or interest as set out in the *Ontario Heritage Act* R.S.O. 1990, c. O.18 and O. Reg. 9/06 and ii) update the reasons for designation to ensure that the by-law satisfies the requirements of the *Ontario Heritage Act*; and,

II. **THAT** the City Clerk **BE AUTHORIZED** to publish a Notice of Amending By-law for 455 Kennedy Drive West, Roseland Golf Course, in accordance with Part IV of the *Ontario Heritage Act*, Section 30.1; and,

III. **THAT** the City Solicitor **BE DIRECTED** to prepare the necessary by-law amendment for 455 Kennedy Drive West.

This report has been prepared to provide clarifications, corrections, and information to supplement the information in Report S 161/2024.

Discussion:

This Additional Information report is in a Question & Answer format, sorted into two main groups: Designation By-law Amendment Proposal, and Processes & Procedures.

Designation By-law Amendment Proposal

1. Which portion of the property is proposed for removal from the designation by-law?

- The proposed 4.09-acre area recommended for removal includes the clubhouse building, adjacent practice putting green, and parking lot.
- This area reflects non-contributing features, excluding the Par-3 course, based on Council Decision B14/2023 from April 3, 2023. The decision directed Administration to explore redevelopment options for the parking lot, clubhouse, and future of curling.
- A Public Open House was held on March 7, 2024, at Roseland Golf Club to present renderings and concept drawings showing a potential redevelopment within the parking lot and clubhouse footprint.
- Maps illustrating the proposed removal area and aerial imagery with the draft survey plan are provided in Appendix 'A.'

2. Is the removal area 4.09 acres or 10 acres?

- Heritage consultants (A+Link) reviewed non-contributing features identified in the 2003 Nancy Morand report, which occupy approximately 10 acres at the north end of the property, including the Par-3 course. The Heritage Impact Assessment (HIA) report states these features have no heritage value.
- Report S 161/2024 incorrectly referred to the removal area as 10 acres. The actual proposed removal area is 4.09 acres, excluding the Par-3 course, as shown on the draft reference plan in Appendix 'C' of Report S 161/2024.

3. Is the Roseland Golf Course protected?

- Concerns were voiced by Heritage Committee members and delegates at the January 6, 2025, DHSC meeting citing approval of the recommendations in Report S 161/2024 will set a precedent for development on other City-owned designated heritage properties and that development of the remaining portion of the Roseland Golf Course is a potential risk. Council's authority with respect to future actions under the *Ontario Heritage Act* (*OHA)* are set out in a P & C memo provided to Council.

- However, development of or on the remaining Roseland Golf Course, which has a list of identified and protected heritage attributes and features within its designation by-law, would require either a heritage permit application and *Planning Act* application (depending on project scope), or a repeal of the entire designation by-law. Repeal is a completely different process under Section 32 of the *OHA* which is subject to public notices as well as appeal by anyone to the OLT.

4. What is the current budget set aside for the clubhouse demolition and new construction?

- Funding for the clubhouse's demolition and new construction was raised during discussion at the DHSC meeting.

- There is a current capital project 7184003 (Roseland/Little River Golf Courses Asset Replacement/Improvements) that has approximately $5.7 million in uncommitted funds anticipated through 2034 (per the proposed 2025 Capital Budget) that could be directed towards the objective of a new clubhouse.

- Administration anticipates there is sufficient funding currently in 7184003 (2025 Capital Budget) to proceed with the demolition, site servicing redistribution, and temporary Roseland golf operations facilities (for an estimated period of 18 months maximum). If the required process towards delivering a new clubhouse replacement is delayed beyond 18 months from time of demolition, the anticipated temporary facility costs will increase accordingly.

- The cost to construct a new clubhouse is not fully known at this time, and is subject to consultation with Roseland Golf Board, final detailed design (square footage, clubhouse amenities, etc.), tender timing, procurement strategy, inflationary pressures, potential tariffs, etc. Administration anticipates that additional funding will be required to undertake the full scope for a new clubhouse (i.e. demolition, site servicing, temporary facilities, new build).

- Funding opportunities to address the construction of a new clubhouse will need to be explored and reported back to Council as part of a separate report outside of Heritage Act Matters of the Development & Heritage Standing Committee.

Processes and Procedures

5. Why was a designation by-law amendment proposed instead of a heritage permit application?

A designation by-law amendment was proposed to correct the legal description and remove a portion of lands from the designated property instead of pursuing a heritage permit application for the following reasons:

- **Focus on Cultural Heritage Value or Interest:** The amendment ensures that the designation by-law reflects only the true cultural heritage value, interest, and attributes of the historic Donald Ross designed golf course.

- **Efficiency in Future Processes:** Removing lands that do not possess heritage value or interest from the designation streamlines the approval process by eliminating the need for multiple heritage permit applications for future changes such as alterations, new construction, or demolitions. This approach enhances efficiency by reducing the frequency of reporting to the DHSC and City Council on similar matters, ultimately optimizing staff resources, Council's time, and public funds.

- **Streamlined Approvals:** A typical heritage permit application process takes approximately three months from complete application submission to City Council approval. In comparison, adopting the recommendations within Report S 161/2024 would reduce delays, provide a more efficient pathway for future decisions, and address Council's expressed desire to develop the property with a new clubhouse as quickly as possible.

It is standard practice to include the entire property's legal description in the designation by-law when designating a property under Part IV S.29 of the *OHA*. This ensures comprehensive heritage coverage for the entire property parcel, even if portions of the property may not have specific cultural heritage value or interest. Over time, amendments like this one proposed allow for refinement of the designation to better align with the property's cultural heritage significance.

6. What is a Heritage Impact Assessment (HIA), what does it involve, and when is it required?

Definition and Purpose:

A Heritage Impact Assessment (HIA) is a technical study used to identify and evaluate cultural heritage resources. It assesses whether development proposals might affect heritage properties and outlines measures to minimize or address any potential impacts.

Expert Preparation:

A HIA is completed by a qualified cultural heritage professional who is a member of the Canadian Association of Heritage Professionals (CAHP). These assessments are based on the professional's specialized knowledge and expertise. Preparation of HIAs does not involve stakeholder consultation, as they provide recommendations formulated from objective technical analysis and are designed to provide expert evaluations of heritage features and potential impacts. Public input and stakeholder consultation are solicited through other avenues (i.e. *Planning Act* application) or decision-making processes.

Content Requirements:

According to the City of Windsor's Official Plan, a HIA must include:

- An identification of cultural heritage resources through historical research and site analysis;
- An overview of proposed changes or development to the property;
- An analysis of potential impacts to the heritage value of the property;
- A review of mitigation measures or alternatives to minimize impacts; and
- A recommended conservation strategy, where applicable.

When a HIA is Required:

A HIA may be required when the following application types are submitted and possess the potential to affect a designated heritage property:

- A *Planning Act* application.
- A heritage permit application.
- A Notice of Intent to Demolish.

Application to Roseland Golf Course:

Initially, it was anticipated that a heritage permit application and a HIA would be required for the proposed changes to the Roseland Golf Course. Consultants Archon and A+Link were retained to prepare the HIA. However, following a review of *OHA* provisions, Administration determined that a designation by-law amendment under Section 30.1(2) of the *OHA* provided a more efficient method to achieve Council's direction. This approach eliminates the need for multiple future heritage permits.

The HIA concluded that amending the designation by-law to allow for the clubhouse demolition would not negatively impact the cultural heritage value or interest of the Roseland Golf Course.

Risk Analysis:

There is no risk to receiving this Additional Information report for information. There are no additional risks outside of what was identified under the Risk Analysis section of Report S 161/2024.

Climate Change Risks

Climate Change Mitigation: N/A

Climate Change Adaptation: N/A

Financial Matters:

There are no financial implications with receiving this report for information. Financial matters have been included in the Discussion Q&A.

Consultations:

Heritage Planning staff discussed the details of the designation by-law amendment Report S 161/2024 and the contents of this Additional Information report with City staff in various departments, including:

- Joe Baker – Manager, Land Development and Growth
- Sonia Bajaj - Project Administrator (A)
- Colleen Middaugh – Manager, Corporate Projects
- Karl Muegge – Project Coordinator
- Josie Gualtieri – Financial Planning Administrator
- Dan Seguin – Deputy Treasurer, Financial Accounting and Corporate Controls
- Michael Dennis – Manager, Strategic Capital Budget Development & Control
- Greg Atkinson – Manager, Development Planning
- Kate Tracey – Senior Legal Counsel
- Aaron Farough – Senior Legal Counsel
- Wira Vendrasco – City Solicitor

Conclusion:

Amending Designation By-law No. 281-2003 presents opportunities for streamlining processes and efficiencies for Council for any future proposals on the 4.09 acres of land proposed to be removed from the legal description. Administration recommends receiving this report for additional information regarding the amendment of Designation By-law 281-2003 for 455 Kennedy Drive West, Roseland Golf Course, and adoption of the original three recommendations within Report S 161/2024 to correct the legal description of the property, to comply with the *Ontario Heritage Act* legislative requirements, and to facilitate the demolition of the club house building.

Planning Act Matters: N/A

Approvals:

Name	Title
Tracy Tang	Planner III – Heritage (A)
Emilie Dunnigan	Manager, Development Revenue & Financial Administration
Jason Campigotto	Deputy City Planner – Growth (A)
Neil Robertson	City Planner / Executive Director Planning & Building
Kate Tracey	Senior Legal Counsel
Janice Guthrie	Commissioner of Finance & City Treasurer
Jelena Payne	Commissioner of Economic Development
Joe Mancina	Chief Administrative Officer

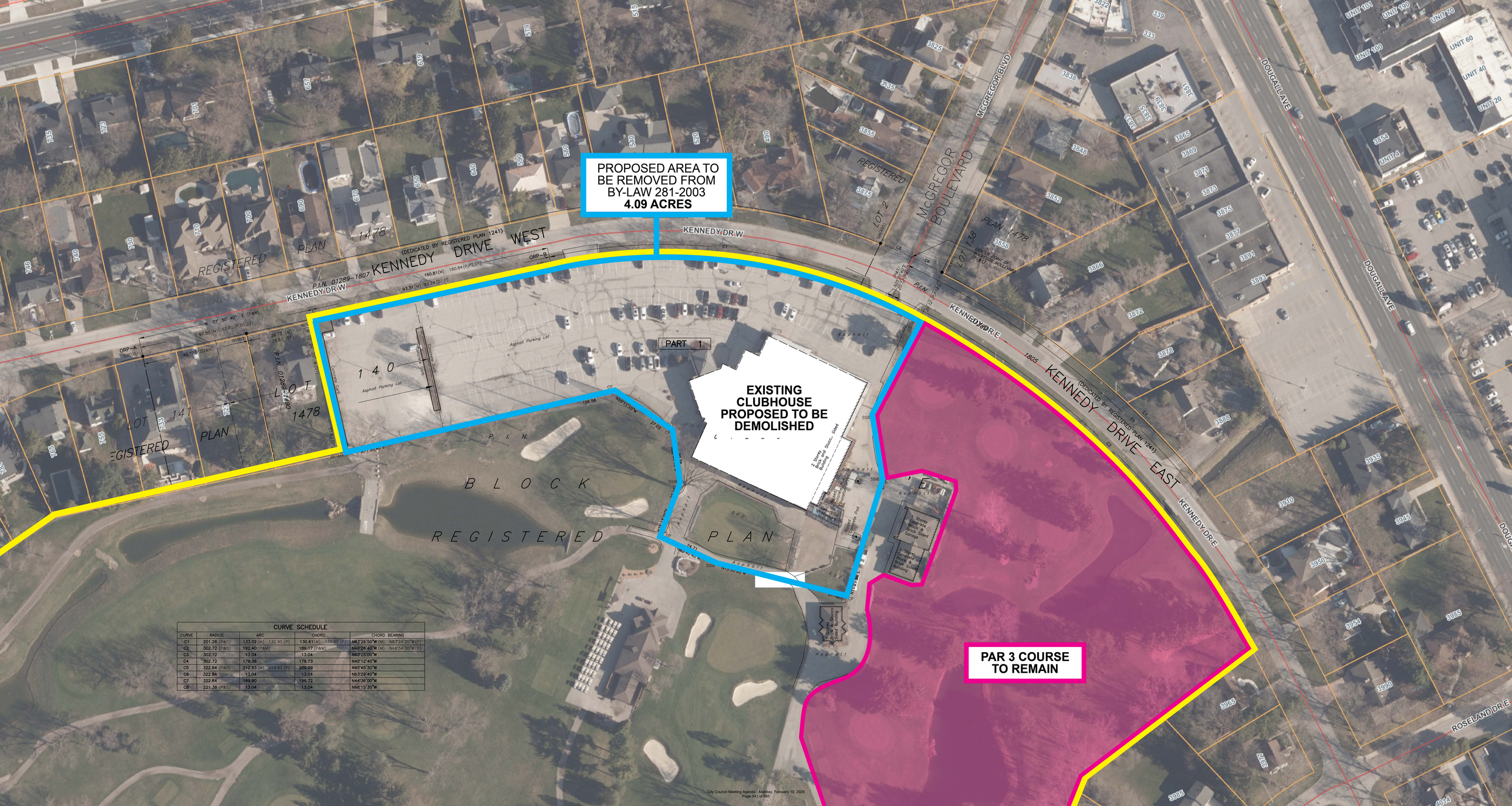
Notifications:

Name	Address	Email

Appendices:

1 Appendix 'A' – Maps of the Roseland Golf Course


PROPOSED AREA TO BE REMOVED FROM BY-LAW 281-2003
4.09 ACRES
PAR 3 COURSE TO REMAIN
125.08 ACRES
KENNEDY DR W
ROSELAND DR W
ROSELAND DR E
ROSELAND DR S
CASGRAIN DR R
DOUGALL AVE
DARCEY ST
BARTLET DR
MOUNT ROYAL DR
LONGFELLOW AVE
ROD PL


PROPOSED AREA TO BE REMOVED FROM BY-LAW 281-2003
4.09 ACRES
PART 1
EXISTING CLUBHOUSE PROPOSED TO BE DEMOLISHED
PAR 3 COURSE TO REMAIN
KENNEDY DR.W
KENNEDY DRIVE WEST
(DEDICATED BY REGISTERED PLAN 1241)
1825 KENNEDY DRIVE EAST
KENNEDY DR.E
McGREGOR BOULEVARD
DOUGALL AVE
ROSELAND DR.E
REGISTERED PLAN 1478
LOT 138
LOT 2
LOT 141
BLOCK
REGISTERED PLAN
P.I.N. 01289-1807
P.I.N. 01289-1490
Asphalt Parking Lot
Concrete Curb
Asphalt
SOD
2 Storey Building Stucco Sided
1 Storey Brick & Block Sided Garage
1 Storey Equipment Shed & Storage Building
1 Storey Brick Building
Covered Storage Pad
Covered Storage Pad
Proposed Storage Pad
Proposed Concrete Pad
Concrete Pad
Concrete Curb
Asphalt Parking Lot
140
CURVE SCHEDULE
CURVE | RADIUS | ARC | CHORD | CHORD BEARING
C1 | 201.26 (P&S) | 133.02 (M) 132.90 (P) | 130.61 (M) 130.49 (P) | N83°29'50"W (M) N83°24'20"W (P)
C2 | 302.72 (P&S) | 192.40 (P&M) | 189.17 (P&M) | N44°28'40"W (M) N45°04'30"W (P)
C3 | 302.72 | 13.04 | 13.04 | N83°25'00"W
C4 | 302.72 | 179.36 | 176.73 | N45°12'40"W
C5 | 322.84 (P&S) | 212.93 (M) 213.43 (P) | 209.09 | N45°45'30"W
C6 | 322.84 | 13.04 | 13.04 | N83°29'40"W
C7 | 322.84 | 199.90 | 196.72 | N44°36'00"W
C8 | 221.38 (P&S) | 13.04 | 13.04 | N66°15'30"W

THE CITY OF WINDSOR ONTARIO, CANADA

Committee Matters: SCM 17/2025

Subject: Part Closure of north/south alley located between Seminole Street and Reginald Street, Ward 5, SAA-7231

Moved by: Councillor Angelo Marignani
Seconded by: Councillor Fred Francis

Decision Number: **DHSC 691**

I. THAT part of the 4.27-metre-wide north/south alley located between Seminole Street and Reginald Street, namely Part 1, Plan 12R-22238, and shown on Drawing No. CC-1858 (attached hereto as Appendix "A"), and hereinafter referred to as the "alley", **BE ASSUMED** for subsequent closure;

II. THAT the subject alley **BE CLOSED AND CONVEYED** in **as is condition** to the owner of the abutting property known municipally as 4285 Seminole Street, legally described as Lot 181 & Part of Lot 182, Plan 892 and as necessary, in a manner deemed appropriate by the City Planner, subject to the following:

    i. 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 16kV, 120/240 volt, and 347/600-volt hydro distribution, poles, and down guy wires; and
        ii. Managed Network System Inc. (MNSi.) to accommodate existing aerial infrastructure.

III. THAT Conveyance Cost **BE SET** as follows:

    i. For alley conveyed to abutting lands owned by Windsor Public Library, $1.00 plus HST (if applicable), deed preparation fee and a proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor.

IV. THAT The City Planner **BE REQUESTED** to supply the appropriate legal description, in accordance with Drawing No. CC-1858.

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

VIII. THAT Council Resolution CR106/2003 as amended by CR427/2003, CR146/2005, CR182/2005, CR481B/2005 and CR130/2006 **BE AMENDED** by adding a new Subsection viii. under Section e):

viii. Notwithstanding the other policies herein, the conveyance price of street and alley allowances conveyed to abutting lands owned by Windsor Public Library shall be $1.00 plus HST (if applicable), deed preparation fee and a proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor.

Carried.

Report Number: S 173/2024
Clerk's File: SAA2024

Clerk's Note:

1. The recommendation of the Development & Heritage Standing Committee and Administration are the same.

2. Please refer to Item 11.1 from the Development & Heritage Standing Committee held on January 6, 2025.

3. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20250106/-1/10530

Subject: Part Closure of north/south alley located between Seminole Street and Reginald Street, Ward 5, SAA-7231

Reference:

Date to Council: January 6, 2025
Author: Brian Nagata, MCIP, RPP
Planner II - Development Review
(519) 255-6543 ext. 6181

Planning & Building Services
Report Date: December 9, 2024
Clerk's File #: SAA2024

To: Mayor and Members of City Council

Recommendation:

I. THAT part of the 4.27-metre-wide north/south alley located between Seminole Street and Reginald Street, namely Part 1, Plan 12R-22238, and shown on Drawing No. CC-1858 (attached hereto as Appendix "A"), and hereinafter referred to as the "alley", **BE ASSUMED** for subsequent closure;

II. THAT the subject alley **BE CLOSED AND CONVEYED** in **as is condition** to the owner of the abutting property known municipally as 4285 Seminole Street, legally described as Lot 181 & Part of Lot 182, Plan 892 and as necessary, in a manner deemed appropriate by the City Planner, subject to the following:

   i. 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 16kV, 120/240 volt, and 347/600-volt hydro distribution, poles, and down guy wires; and
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viii. Notwithstanding the other policies herein, the conveyance price of street and alley allowances conveyed to abutting lands owned by Windsor Public Library shall be $1.00 plus HST (if applicable), deed preparation fee and a proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor.

Executive Summary:

N/A

Background:

The Operations Department applied to close part of the 4.27-metre-wide north/south alley located between Seminole Street and Reginald Street, namely Part 1, Reference Plan 12R-22238 (the "alley"), and shown on Drawing No. CC-1858 attached hereto as Appendix "A", and also shown on the aerial photo attached hereto as Appendix "B".

The remaining portion of the north/south alley was closed by By-law 250-2005, passed on October 11, 2005, and registered on October 26, 2005 (File No. SAA-2043).

The Operations Department wishes to close the alley for the purpose of expanding the parking area serving the Windsor Public Library - Seminole Branch at 4285 Seminole Street (the subject property).

The alley is unmaintained and composed primarily of asphalt and includes a small strip of landscaped open space (manicured lawn) along its southern limit. The alley contains a curb cut off Seminole Street and overhead hydro and utility lines along its western limit. The alley has been encroached on by the subject property since asphalt was installed therein between 1977 and 1987. There are no Encroachment Agreements on record for the use of the alley.

The alley was established by Registered Plan of Subdivision No. 892, registered on August 28, 1919.

Discussion:

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), attached hereto as Appendix "E". The document includes the following four classifications of alleys

based on their usefulness and provides the following corresponding criteria for determining their suitability for closure. The use of the document is referenced under Part I of CR146/2005.

Classification of Public Right-of-Ways

1. Alley that is indispensable.
    a. Does the alley serve commercial properties?
        i. The alley does not serve any commercial properties.
    b. Does the alley serve properties fronting on heavily traveled streets i.e. major arterial routes?
        i. The alley serves the subject property, which fronts Seminole Street, a Class I Collector Road.
    c. Does the alley contain sewers, and must the alley remain accessible for servicing?
        i. The alley does not contain any sewers.
    d. Does the alley serve as the only vehicular means of access to a rear parking area where the property has insufficient lot width for a side drive?
        i. The alley serves as the only vehicular means of access to the rear parking area at the subject property.
        ii. The subject property has insufficient width for a side drive.
        iii. The rear parking area has been in place since the opening of the Windsor Public Library - Seminole Branch in 1953.
    e. Does the alley contain Fire Department connections that are deemed to be necessary for firefighting access?
        i. The alley does not contain any Fire Department connections.
2. Alley that, have some usefulness, are nevertheless dispensable and may or may not be a complete liability.
    a. The Engineering - Right-of-Way Department has indicated that the alley appears to serve no useful purpose.
3. Alleys that appear to serve no useful purpose, either now, or anticipated. Such alleys are in residential areas and locations where generally the lots are wide enough for side drives, or those alleys abutting parks and other parcels of land that do not require any servicing from the alley. Remnant or stub-end streets which are dead-ended and do not serve as access to other streets.
    a. The Engineering - Right-of-Way Department has indicated that the alley appears to serve no useful purpose.

4. Alley lying in Holding zones and other similar undeveloped areas where the alley system is clearly obsolete and has never been developed, but where the City needs to keep its options open until new area plans are prepared and development is imminent.

    a. The alley does not lie within a Holding zone or similar undeveloped area.

Suitability for Closing

1. Indispensable alley should not be closed, conveyed, reduced or otherwise jeopardized through minority interests unless a suitable substitute alley is opened in lieu thereof.
2. Alleys having some usefulness should be considered for closing only upon request of abutting owners rather than by encouragement of the City.
3. Alleys that serve no useful purpose should be closed if at all possible, and in fact the owners abutting thereon should be encouraged to accept conveyance.
4. Alleys that are clearly obsolete should not be closed unless there is a municipal need or specific development proposals acceptable to the City are submitted.

Based on the above, the Planning Department deems the alley “indispensable”.

Notwithstanding the alley being deemed indispensable as per crieteria d., the Planning Department is recommending that it be closed and conveyed in **as is condition** to the owner of the subject property for the following reasons:

- The aforesaid factors that deem the alley indispensable stem solely from the subject property’s use of the alley.
- The conveyance of the alley to either of the other two (2) abutting properties will eliminate the subject property’s only means of vehicular access to Seminole Street.

It is our recommendation that, upon closure, the Windsor Public Library as the owner of the subject property be given a chance to acquire the alley. Hence the recommendation is to close and convey the alley in **as is condition** to the owner of the subject property, which is contrary to the standard manner of conveyance of offering abutting properties first right to acquire their half of the alley. 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.

Risk Analysis:

The recommended closure will divest the City of associated liability risks and maintenance costs. The recommended closure poses no known risk to City.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

The current rate for an alley conveyed to abutting lands zoned RD3.1 is assessed at $20.00 per square foot without easements plus HST (if applicable), and $10.00 per square foot with easements plus HST (if applicable). The rate is set forth under Council Resolution CR106/2003 as amended by CR427/2003, CR146/2005, CR182/2005, CR481B/2005 and CR130/2006.

The purchase price will be $10,010.40 based on the following calculation:

$10.00 * 1,001.0 ft^2 (93.0 m^2) = $10,010.40

The Planning Department and Legal & Real Estate Services Department subsequently discussed the purchase price and agreed that a new rate should be established for a street or alley conveyed to abutting lands owned by Windsor Public Library as the Library is primarily funded by the City.

The Planning Department is recommending that CR106/2003 be further amended by adding the following policy under Section e) therein:

> *viii. Notwithstanding the other policies herein, the conveyance price of street and alley allowances conveyed to abutting lands owned by Windsor Public Library shall be $1.00 plus HST (if applicable), deed preparation fee and a proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor.*

The new policy reduces the conveyance price to the minimum of $1.00 plus HST (if applicable) plus the deed preparation fee and survey costs. The latter two costs are incurred initially by the Planning Department and Legal & Real Estate Services Department and will be recovered by the Windsor Public Library in the amount of $444.50.

The alley is described as Part 1, Reference Plan 12R-22238 and thus the preparation of a survey by an Ontario Land Surveyor is not necessary.

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.

Conclusion:

The Planning Department recommends closure of the alley shown on attached Appendix "A", subject to easements in favour of ENWIN Utilities Ltd. and Managed Network System Inc. (MNSi.), as in Recommendation II of this report.

The closed alley is to be conveyed in **as is condition** to the owner of the subject property as in Recommendation II report.

Planning Act Matters:

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

Greg Atkinson, MCIP, RPP *Neil Robertson, MCIP, RPP*
Manager of Development *City Planner*

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

JP *JM*

Approvals:

Name	Title
Greg Atkinson	Manager of Development/Deputy City Planner
Neil Robertson	City Planner / Executive Director, Planning & Development Services
Emilie Dunnigan	Manager of Development Revenue & Financial Administration
Kate Tracey	Senior Legal Counsel, Legal Services & Real Estate
Janice Guthrie	Commissioner, Finance & City Treasurer
John Revell acting for Jelena Payne	Commissioner, Economic Development
Joe Mancina	Chief Administration Officer

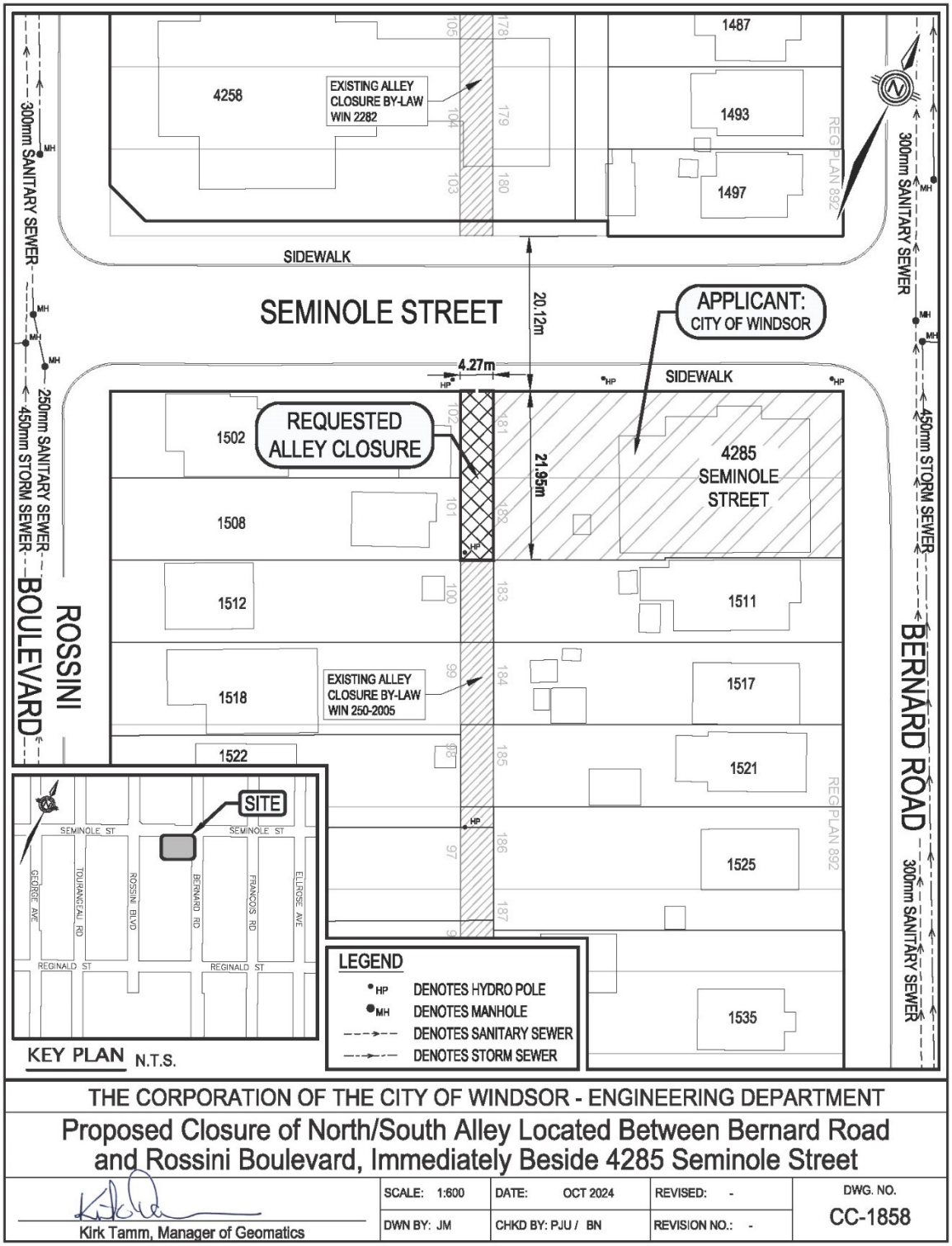
Notifications:

Name	Address	Email
Ward 5 Councillor Ed Sleiman		
Alison Pound (Applicant) Facility Operations Asset Analyst		
Jen Knights Executive Director/C.E.O. Windsor Public Library		
List of mailing labels for property owners abutting the alley issued to Clerks office		

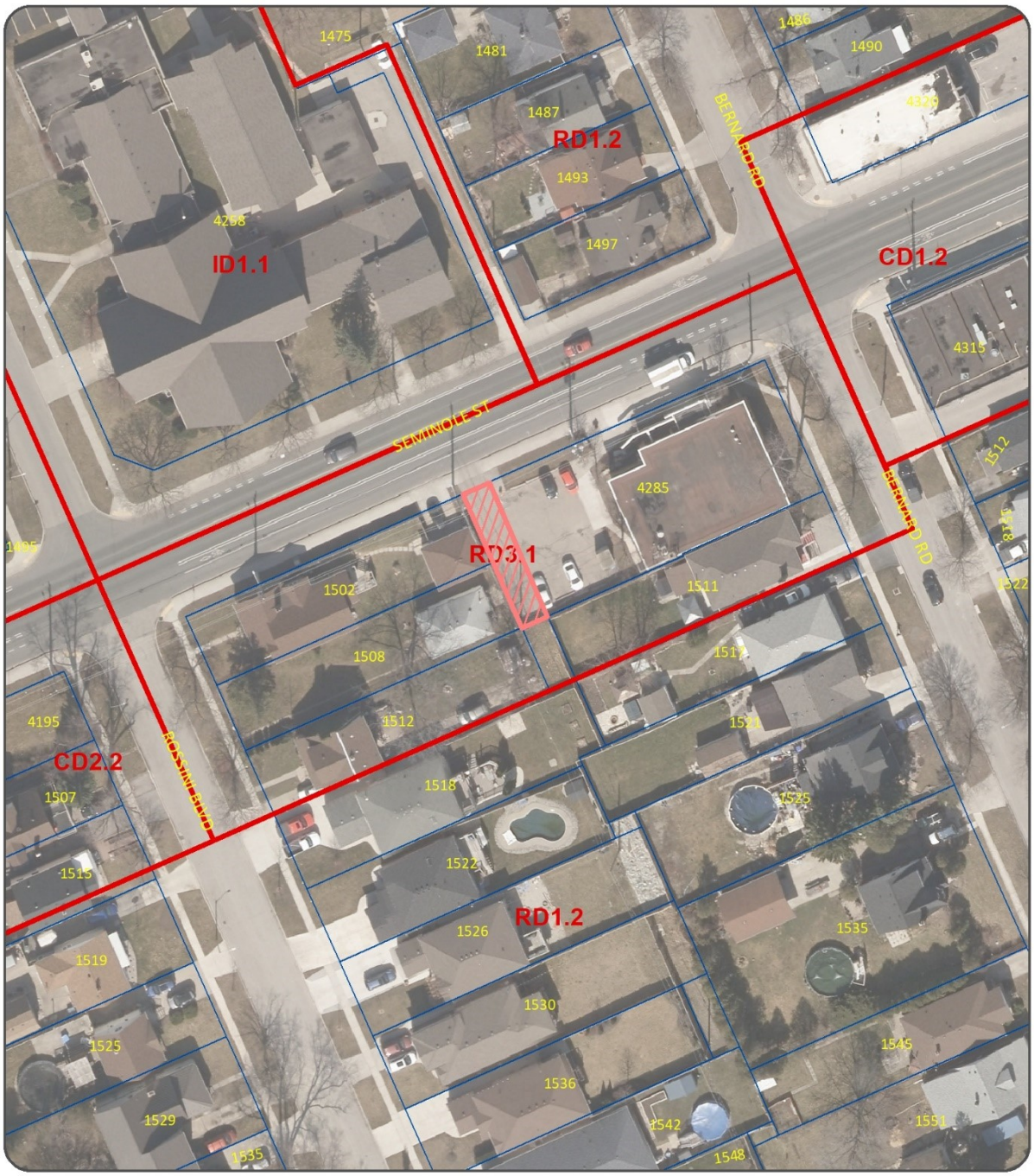
Appendices:

1 Appendix A - Drawing No. CC-1858
2 Appendix B - EIS Drawing - Aerial Photo
3 Appendix C - Consultations w Municipal Departments & Utility Companies
4 Appendix D - Site Photos
5 Appendix E - Classification of Alleys and Suitability for Closure

APPENDIX "A"
Drawing No. CC-1858



APPENDIX "B"
EIS Drawing - Aerial Photo



STREET & ALLEY CLOSING (SAA/7231)

1:750

APPLICANT : CITY OF WINDSOR – INFRASTRUCTURE SERVICES

REQUEST FOR CLOSURE

PLANNING DEPARTMENT - PLANNING POLICY

DATE: OCTOBER, 2024

APPENDIX "C"
Consultations with Municipal Departments and Utility Companies

BELL CANADA

No comments provided

COGECO CONNEXION INC.

No comments provided

ENBRIDGE GAS INC.

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

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



[Sandro Aversa - Drafter / Estimator, Construction & Growth]

ENGINEERING (DEVELOPMENT & ROW)

The alley to be closed is approximately 21.75 m long and 4.5 m wide and made of asphalt. There are no sewers running through this alley. There are hydro poles and guy wires in this alley, these will require an easement. There is a driveway approach at the north end of this alley that is being used to access parking on this property. This subject alley to have no usefulness by CR146/2005; therefore, we have no objections to the closure.

[Shannon Mills - Technologist III]

ENGINEERING (OPERATIONS)

No comments provided

ENVIRONMENTAL SERVICES

No comments provided

ENWIN UTILITIES LTD. (HYDRO)

No Objection, however, an easement named to ENWIN Utilities Ltd. is required upon closing for the whole width and length of this section of the alley to accommodate existing overhead 16kV, 120/240 volt, and 347/600 volt hydro distribution, poles, and down guy wires.

[Zachary Mancini - Hydro Engineering Technologist]

ENWIN UTILITIES LTD. (WATER)

ENWIN Water has no objections.

[Bruce Ogg - Water Project Review Officer]

LEGAL & REAL ESTATE SERVICES

Conveyance price of $20/sq foot without easements and $10/sq foot with easements, plus HST if applicable. Survey costs, If required, in addition to the conveyance price.

[Stephanie Santos - Coordinator Real Estate Services]

FINANCIAL PLANNING

Financial matters reviewed and approved

[Josie Gualtieri – Financial Planning Administrator]

MANAGED NETWORK SYSTEM INC. (MNSi)

MNSi would like to be included in an aerial easement in this area please. We are currently on the poles in this alley.

[Dave Hartleib - Outside Plant Manager]

PLANNING (DEVELOPMENT)

No comments provided

PLANNING (LANDSCAPE)

No comments provided

ROGERS

No comments provided

TELECON (TELUS)

TELUS has no underground infrastructure in the area of your proposed work.

Kindly request a locate from One Call first. Also, submit a formal plan of your proposed work area.

TELUS Planning Requests & Utility Mark-ups.

TELUS Planning requests are now part of the Ontario One call website (Ontario One Call). Please submit all TELUS planning inquiries using the existing "Request a Locate" process. You will receive an automated response from TELUS within minutes of your submission. If there are any potential conflict after review of our response, email Engineering.Requests@telus.com for further assistance.

[Alryan Pineda]

TRANSPORTATION PLANNING

Transportation Planning has no comments.

[Elara Mehrilou - Transportation Planner I]

WINDSOR FIRE

No comments provided

WINDSOR POLICE

The Windsor Police Service has no concerns or objections with this application.

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



Figure 1 - Looking south towards alley from Seminole Street (Windsor Public Library - Seminole Branch on left)

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.

Committee Matters: SCM 18/2025

Subject: Amendment to CR399/2024 for Closure of west half of north/south alley located between Montrose Street and Tecumseh Boulevard West, Ward 3, SAA-4133

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

Decision Number: **DHSC 692**

THAT CR399/2024, adopted on September 23, 2024, **BE AMENDED** to replace Drawing No. CC-1849 with that drawing attached hereto as Appendix "C".

Carried.

Report Number: S 174/2024
Clerk's File: SAA2024

Clerk's Note:

1. The recommendation of the Development & Heritage Standing Committee and Administration are the same.

2. Please refer to Item 11.2 from the Development & Heritage Standing Committee held on January 6, 2025.

3. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20250106/-1/10530

Subject: Amendment to CR399/2024 for Closure of west half of north/south alley located between Montrose Street and Tecumseh Boulevard West, Ward 3, SAA-4133

Reference:

Date to Council: January 6, 2025
Author: Brian Nagata, MCIP, RPP
Planner II - Development Review
(519) 255-6543 ext. 6181

Planning & Building Services
Report Date: December 12, 2024
Clerk's File #: SAA2024

To: Mayor and Members of City Council

Recommendation:

I. THAT CR399/2024, adopted on September 23, 2024, **BE AMENDED** to replace Drawing No. CC-1849 with that drawing attached hereto as Appendix "C".**Executive Summary:**

N/A



Background:

On December 7, 2020, Council approved the closure of the east half of the north/south alley located between Montrose Street and Tecumseh Boulevard West and shown on Drawing No. CC-1776 attached hereto as Appendix "A".

During the preparation of Reference Plan 12R-29404, it was discovered that the west half of the north/south alley, making up part of 10 properties ranging from 1304 Oak Street to 1370 Oak Street, had not been assumed and closed.

The west half of the north/south alley was established by By-law 310 on November 18, 1941. The alley is comprised of lands acquired by the City in 1932 by Tax Arrears Certificate. Over the years, portions of the alley making up part of 1304 Oak Street, 1312 Oak Street, and 1356 Oak Street were inadvertently sold by the City with the respective properties, resulting in the City losing ownership over the lands. Regaining ownership of the lands through expropriation or a court order, only to convey them back to the property owners, is not a practical option, nor is it necessary.

On September 23, 2024, CR399/2024 was adopted by Council to approve the closure of the portions of the alley still owned by the City, making up part of the remaining seven (7) properties, and shown on Drawing No. CC-1849 attached hereto as Appendix "B".

The Legal Department, through the alley closure by-law preparation stage, discovered that the portion of the alley abutting 1370 Oak Street (legally described as Parts 16 & 17, Reference Plan 12R-29404) was also inadvertently sold by the City with the respective property.

Discussion:

CR399/2024 must be amended to replace Drawing No. CC-1849 with a new drawing (attached hereto as Appendix "C") that identifies the portion of the alley abutting 1370 Oak Street as being inadvertently sold by the City.

Risk Analysis:

The recommended amendment to CR399/2024 poses no known risk to the City.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

The recommended amendment to CR399/2024 does not impact the conveyance cost.

Consultations:

N/A

Conclusion:

The Planning Department recommends that CR399/2024 be amended to replace Drawing No. CC-1849 with that drawing attached hereto as Appendix "C".

Planning Act Matters:

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

Greg Atkinson, MCIP, RPP *Neil Robertson, MCIP, RPP*
Manager of Development *City Planner*

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

JP *JM*

Approvals:

Name	Title
Greg Atkinson	Manager of Development/Deputy City Planner
Neil Robertson	City Planner / Executive Director, Planning & Development Services
Kate Tracey	Senior Legal Counsel, Legal Services & Real Estate
John Revell acting for Jelena Payne	Commissioner, Economic Development
Joe Mancina	Chief Administration Officer

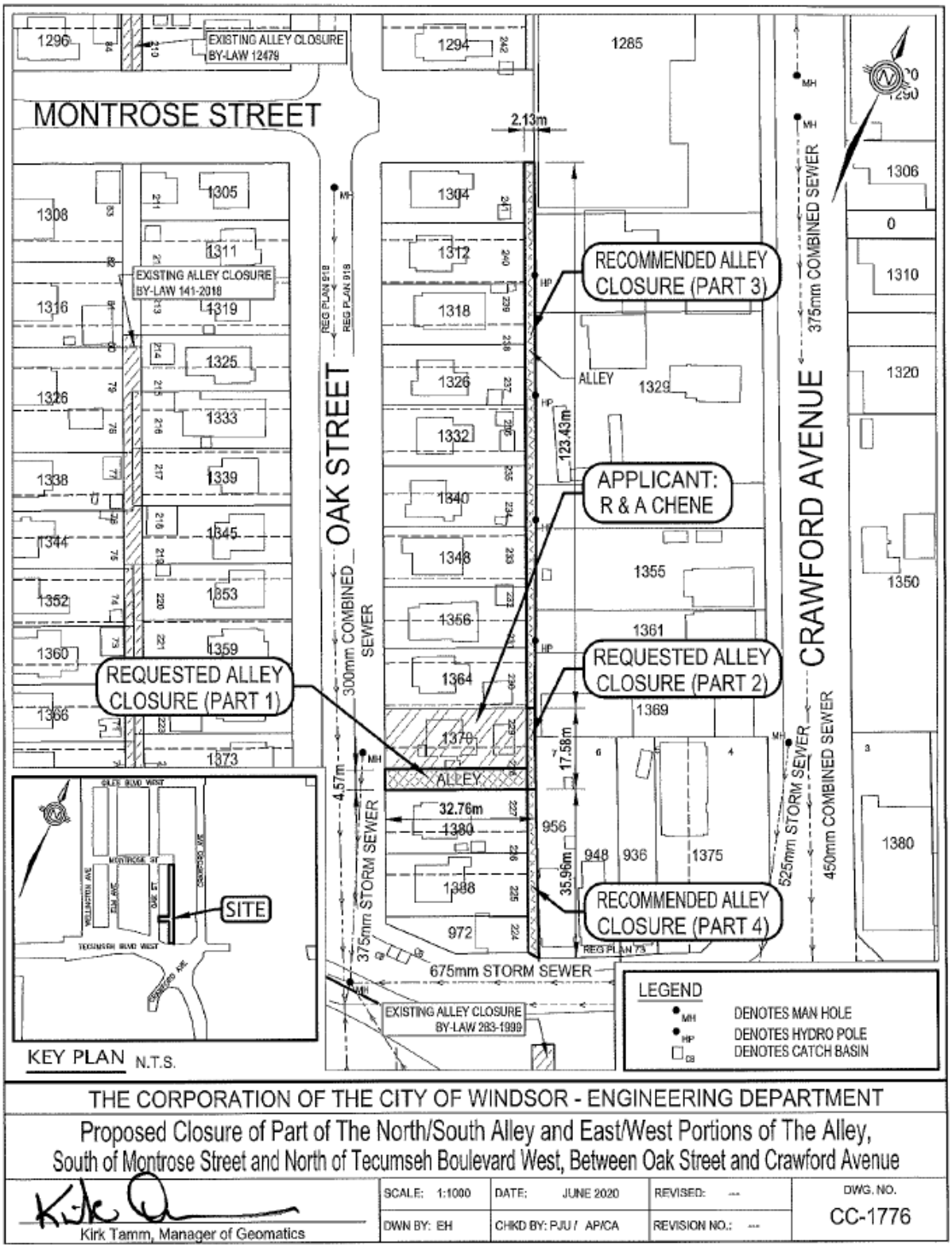
Notifications:

None

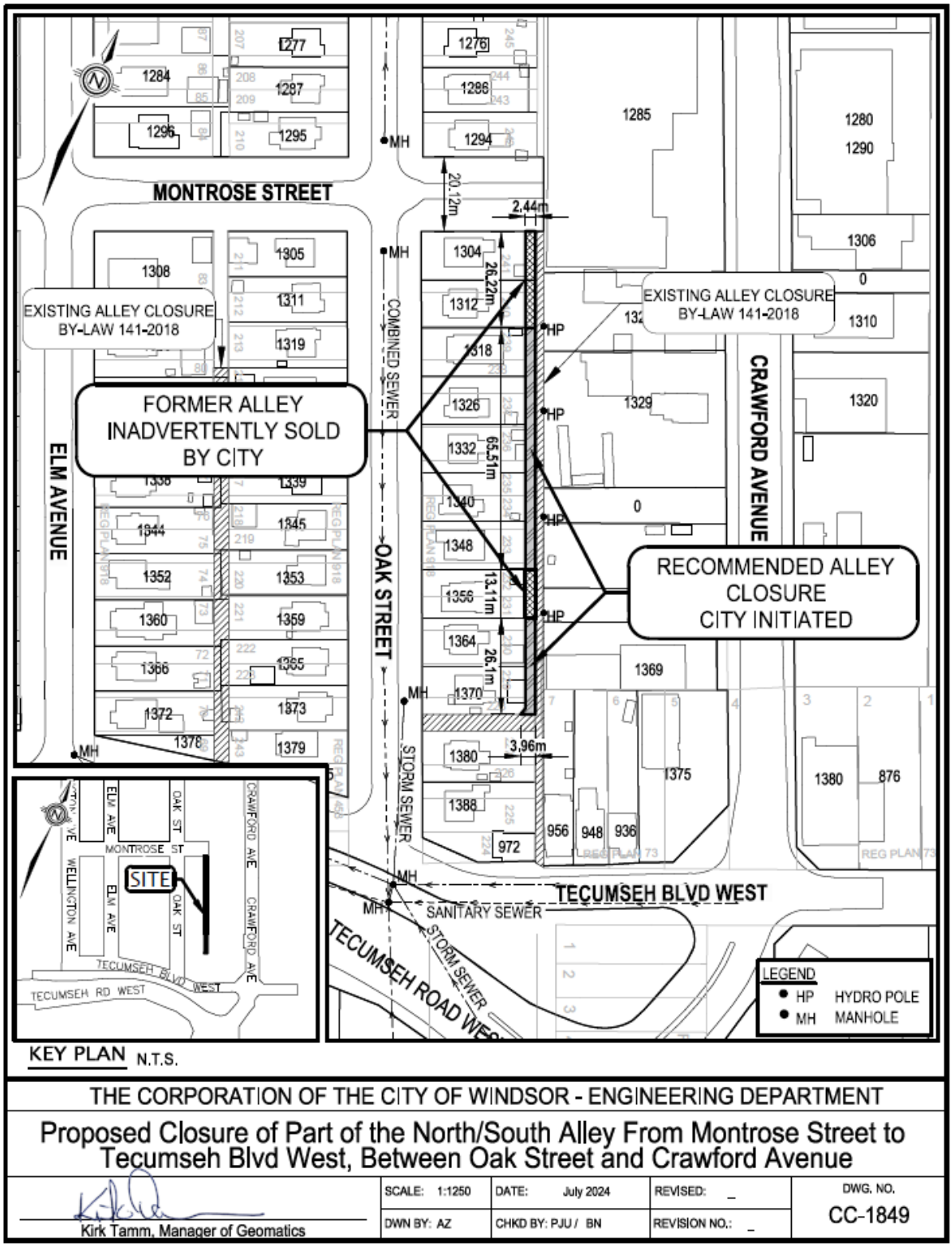
Appendices:

1 Appendix A - Drawing No. CC-1776
2 Appendix B - Drawing No. CC-1849
3 Appendix C - Revised Drawing No. CC-1849

APPENDIX "A"
Drawing No. CC-1776



APPENDIX "B"
Drawing No. CC-1849



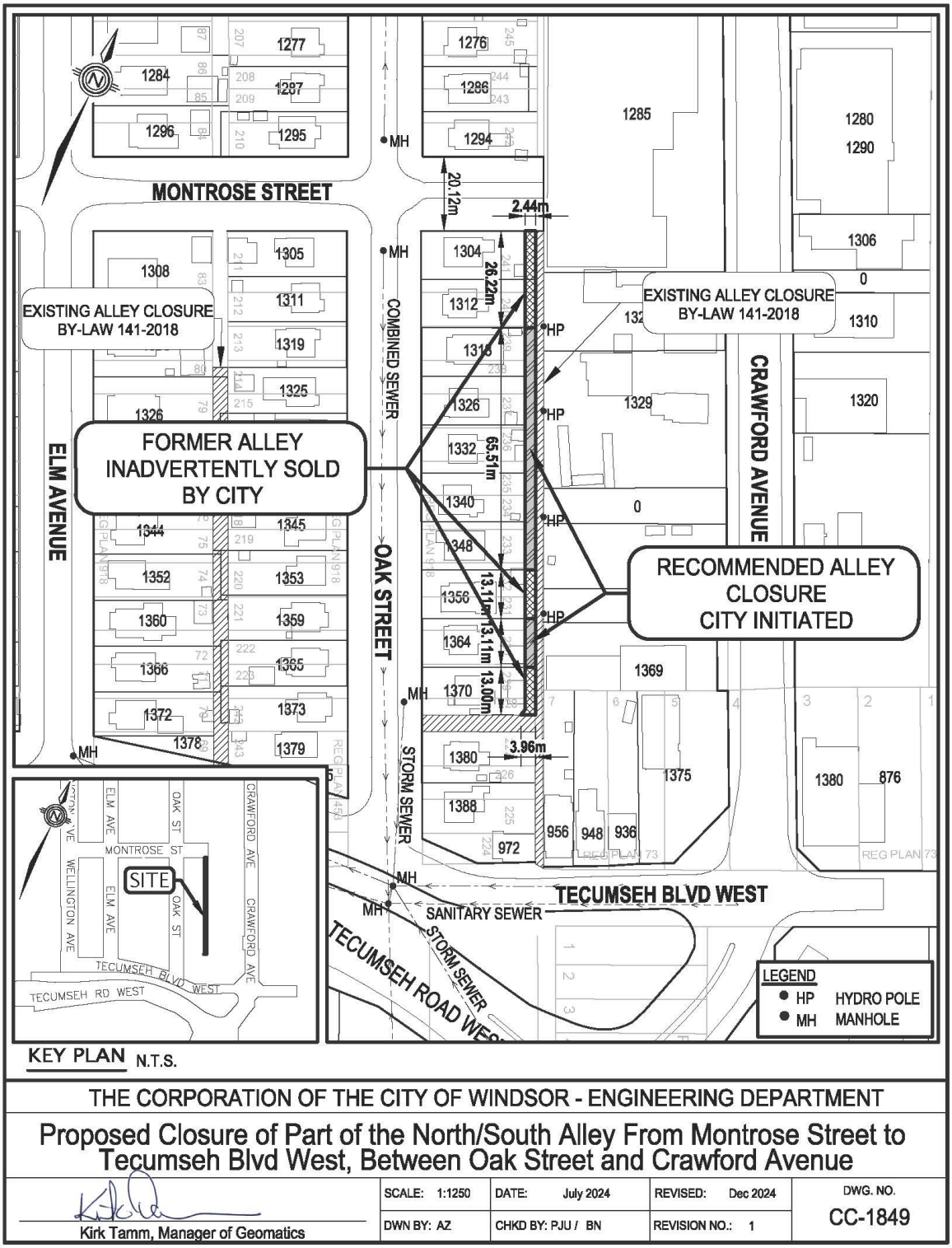
THE CORPORATION OF THE CITY OF WINDSOR - ENGINEERING DEPARTMENT

Proposed Closure of Part of the North/South Alley From Montrose Street to Tecumseh Blvd West, Between Oak Street and Crawford Avenue

Kirk Tamm, Manager of Geomatics

SCALE: 1:1250	DATE: July 2024	REVISED: _	DWG. NO.
DWN BY: AZ	CHKD BY: PJU / BN	REVISION NO.: _	CC-1849

APPENDIX "C"
Revised Drawing No. CC-1849



THE CITY OF WINDSOR ONTARIO, CANADA

Committee Matters: SCM 19/2025

Subject: Ford City/Building Facade Improvement CIP Application for 1024 to 1026 Drouillard Road. Owner: 1000568826 ONTARIO INC. (c/o: Brian McGinty and Trinamargos)-Ward 5

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

Decision Number: **DHSC 693**

I. THAT Council Decision CR154/2021 **BE RESCINDED**;

II. THAT funding in the amount of $30,000, which has been allocated through the Ford City CIP- *Retail Investment Grant* **BE RESCINDED** and that the funds within the CIP Reserve Fund 226 **BE UNCOMMITTED**;

III. THAT funding in the amount of $30,000, which has been allocated through the Main Streets CIP- *Building Façade Improvement Program* **BE RESCINDED** and that the funds within the CIP Reserve Fund 226 **BE UNCOMMITTED**;

IV. THAT the request for incentives under the *Ford City CIP* Financial Incentive Programs made by 1000568826 ONTARIO INC. (c/o: Brian McGinty and Trina Margos), owner of the property located at 1024 to 1026 Drouillard Road **BE APPROVED**, for the following incentive programs:

V. THAT subject to completion and review satisfactory to the City Planner, the request made by 1000568826 ONTARIO INC. (c/o: Brian McGinty and Trina Margos), owner of the property located at 1024 to 1026 Drouillard Road **BE APPROVED** for the Main Streets CIP *-Building Facade Improvement Program* in the amount of a maximum of $30,000;

i.Retail Investment Grant in the amount of $15,000 for one (1) ground floor retail unit;

ii.Building/Property Improvement Tax Increment Grant Program for 100% of the municipal portion of the tax increment for up to the lesser of 10 years or the total eligible costs of the project. The estimated annual amount of the grant is $+/- 6,121.

VI. THAT Administration **BE AUTHORIZED** to prepare the agreement between the City and 1000568826 ONTARIO INC. (c/o: Brian McGinty and Trina Margos) to implement the *Building/Property Improvement Tax Increment Grant Program* (only) in accordance with all applicable policies, requirements to the satisfaction of the City Planner as to content, the City Solicitor as to legal form, and the CFO/City Treasurer as to financial implications;

VII. THAT the CAO and City Clerk **BE AUTHORIZED** to sign the Grant Agreement(s) in content satisfactory to the City Planner, in financial content to the satisfaction of the City Treasurer and in form satisfactory to the City Solicitor;

VIII. THAT funds in the amount of $15,000 under the *Retail Investment Grant* Program and funds under the *Municipal Development Fees Grant Program* (If necessary) **BE TRANSFERRED** from the CIP Reserve Fund to the Ford City CIP Project (Project #7181046) once the work is completed;

IX. THAT funds in the amount of $30,000 under the Main Streets CIP **BE TRANSFERRED** from the CIP Reserve Fund to the Main Streets CIP project (Project #7219018) once the work is completed;

X. THAT grants **BE PAID** to 1000568826 ONTARIO INC. (c/o: Brian McGinty and Trina Margos) upon completion of improvements to the interior/exterior of the Ford City CIP (Project #7181046) and facade improvements through the Main Streets CIP (Project #7219018) to the satisfaction of the City Planner and Chief Building Official; and

XI. THAT grants approved **SHALL LAPSE** and **BE UNCOMMITTED** if the applicant has not completed the work and fulfilled the conditions within 2 years of the approval date.

Carried.

Report Number: S 175/2024
Clerk's File: SPL2024

Clerk's Note:

1. The recommendation of the Development & Heritage Standing Committee and Administration are the same.

2. Please refer to Item 11.3 from the Development & Heritage Standing Committee held on January 6, 2025.

3. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20250106/-1/10530

Subject: Ford City/Building Facade Improvement CIP Application for 1024 to 1026 Drouillard Road. Owner: 1000568826 ONTARIO INC. (c/o: Brian McGinty and Trinamargos)-Ward 5

Reference:

Date to Council: January 6, 2025
Author: Kevin Alexander, MCIP RPP
Senior Planner-Special Projects
519-255-6543 ext. 6732
kalexander@citywindsor.ca

Planning & Building Services
Report Date: 12/12/2024
Clerk's File #: SPL2024

To: Mayor and Members of City Council

Recommendation:

I. **THAT** Council Decision CR154/2021 **BE RESCINDED**;

II. **THAT** funding in the amount of $30,000, which has been allocated through the Ford City CIP- *Retail Investment Grant* **BE RESCINDED** and that the funds within the CIP Reserve Fund 226 **BE UNCOMMITTED**;

III. **THAT** funding in the amount of $30,000, which has been allocated through the Main Streets CIP- *Building Façade Improvement Program* **BE RESCINDED** and that the funds within the CIP Reserve Fund 226 **BE UNCOMMITTED** ;

IV. **THAT** the request for incentives under the *Ford City CIP* Financial Incentive Programs made by 1000568826 ONTARIO INC. (c/o: Brian McGinty and Trina Margos), owner of the property located at 1024 to 1026 Drouillard Road **BE APPROVED**, for the following incentive programs:

i. *Retail Investment Grant* in the amount of $15,000 for one (1) ground floor retail unit;

ii. *Building/Property Improvement Tax Increment Grant Program for 100% of the municipal portion of the tax increment for up to the lesser of 10 years or the total eligible costs of the project. The estimated annual amount of the grant is* $+/- 6,121.

II. **THAT** subject to completion and review satisfactory to the City Planner, the request made by 1000568826 ONTARIO INC. (c/o: Brian McGinty and Trina Margos), owner of the property located at 1024 to 1026 Drouillard Road **BE APPROVED** for the Main Streets CIP -*Building Facade Improvement Program* in the amount of a maximum of $30,000;

III. **THAT** Administration **BE AUTHORIZED** to prepare the agreement between the City and 1000568826 ONTARIO INC. (c/o: Brian McGinty and Trina Margos) to implement the *Building/Property Improvement Tax Increment Grant Program* (only) in accordance with all applicable policies, requirements to the satisfaction of the City Planner as to content, the City Solicitor as to legal form, and the CFO/City Treasurer as to financial implications;

IV. **THAT** the CAO and City Clerk **BE AUTHORIZED** to sign the Grant Agreement(s) in content satisfactory to the City Planner, in financial content to the satisfaction of the City Treasurer and in form satisfactory to the City Solicitor;

V. **THAT** funds in the amount of $15,000 under the *Retail Investment Grant* Program and funds under the *Municipal Development Fees Grant Program* (If necessary) **BE TRANSFERRED** from the CIP Reserve Fund to the Ford City CIP Project (Project #7181046) once the work is completed;

VI. **THAT** funds in the amount of $30,000 under the Main Streets CIP **BE TRANSFERRED** from the CIP Reserve Fund to the Main Streets CIP project (Project #7219018) once the work is completed ;

VII. **THAT** grants **BE PAID** to 1000568826 ONTARIO INC. (c/o: Brian McGinty and Trina Margos) upon completion of improvements to the interior/exterior of the Ford City CIP (Project #7181046) and facade improvements through the Main Streets CIP (Project #7219018) to the satisfaction of the City Planner and Chief Building Official; and

VIII. **THAT** grants approved **SHALL LAPSE** and be **UNCOMMITTED** if the applicant has not completed the work and fulfilled the conditions within 2 years of the approval date.

Executive Summary:

N/A

Background:

On January 8th, 2018, City Council approved the Building Facade Improvement Program and Urban Design Guidelines for Main Streets Community Improvement Plan (CIP) (CR9/2018 PHED 533) adopted through By-law 26-2018. On September 6th, 2022, the CIP was amended through CR383/2022 DHSC 414 and renamed Main Streets CIP through amending By-law 143-2022 and By-law 144-2022. The CIP now includes the following programs:

1. Building/Property Improvement Tax Increment Grant Program

2. New Residential Development Grant Program

On November 19, 2018, City Council approved the Ford City Community Improvement Area and Ford City Community Improvement Plan (CIP) (CR625/2018 PHED 603) adopted through by-laws 171-2018 and 172-2018. These By-laws came into effect in January of 2019. In addition, on November 19, 2018, City Council activated the following financial incentive programs from the Ford City CIP:

1. Municipal Development Fees Grant Program
2. New Residential Development Grant Program
3. Building/Property Improvement Tax Increment Grant Program
4. Retail Investment Grant Program
5. Neighbourhood Residential Rehabilitation Grant Program

On April 19th, 2021, City Council approved the recommendations of Report S15/2021 for CIP grants through the *Main Streets CIP* (former *Building Facade Improvement Program and Urban Design Guidelines for Main Streets* CIP) and *Ford City CIP* for the purpose of improvements/repurposing of the building located at 1024 to 1026 Drouillard Road (See Appendix 'C' for CR154/2021).

Unfortunately the owner passed away unexpectedly, and the property was subsequently sold by Spectrum Contracting Inc., (c/o Randy Diestelmann) to 1000568826 ONTARIO INC. (c/o: Brian McGinty and Trina Margos) on June 30th, 2023. The new owners have agreed to carryout the balance of the works previously agreed to however due to the untimely death of the previous owner, an assignment is not possible. Given that a CIP grant agreement had not been executed, Administration is of the opinion that it would be appropriate to rescind CR154/2021 and to reapprove the application as originally proposed to reflect the change in ownership. The project will be completed generally as per the previously approved drawings and Administration is of the opinion that the grants could be transferred to the new owner through the Recommendations of this report and that the grants should be based on the property's 2020 assessment value of $53,000.

Discussion:

Ford City CIP Financial Incentive Programs

The applicant is eligible for the following programs under the Ford City CIP Financial Incentive Programs:

Retail Investment Grant Program— the design and first impression made of a retail store is critical when appealing to its intended market and it can influence a consumer's perception of the quality of the store and visually communicate value. The grant offers up to 50% of eligible costs for improvements to a maximum amount of $15,000 per retail unit in a building that has had a vacant ground floor retail or commercial storefront(s) for at least 6 months immediately prior to submission of an application to the program and will be occupied by a new retail business. The applicant is proposing one (1) new retail unit on the ground floor.

The following Interior improvements are proposed:

- upgrades to the existing HVAC system
- new lighting and electrical
- new walls (and paint) and flooring
- new kitchenette/food preparation area; and
- new washroom fixtures.

The applicant is eligible for a $15,000 grant for the one (1) ground floor retail unit.

Building/Property Improvement Tax Increment Grant—intended to provide financial incentive for the physical improvements to properties whereby registered property owners and/or assignees would be eligible to receive a grant for 100% of the municipal portion of the tax increment generated from the improvements made to the building or property for up to the lesser of 10 years or the total eligible costs of the project.

To be eligible for the *Building/Property Improvement Tax Increment Grant,* improvements to the building/property must result in an annual grant (or tax increment) of at least $500 for properties that are taxed at the "residential" tax rate; and $1,000 for properties taxed at all other tax rates. Once the property is redevelopment (as proposed), it will be considered mixed-use and therefore the annual grant (or tax increment) would have to increase by $1,000 to be eligible for the program.

The confirmed 2020 assessment value of the property located at 1024 to 1026 Drouillard Road was $53,000. In 2020, the property taxes were $941 ($860 for the municipal portion) based on the residential tax rate only. As of 2023, Municipal Property Assessment Corporation (MPAC) added assessment of $93,000 for porches/decks added to the property and therefore increased the assessment value to $146,000. The porches/decks are part of the original proposal and there therefore Administration is recommending that the *Building/Property Improvement Tax Increment Grant* should still be based on the 2020 assessment value of $53,000. The estimated annual value of the grant is $6,121. Over the 10 years, this grant would be approximately $61,210 and would start once all works were complete.

Based on the information and drawings provided by the applicant, Administration estimates the post project assessment value to be $300,000. However, the actual amount of the new assessment will be dependent upon a full review of the building after the completion of renovations as determined by the MPAC.

Main Streets CIP Financial Incentives

The *Building Facade Improvement Program* through the Main Streets CIP offers financial incentives to encourage property owners and businesses to make investments to improve the exterior appearance of their buildings and storefronts along Main Streets. Such improvements provide a benefit to the community as a whole, by preserving heritage features, protecting Main Streets, and reconnecting storefronts with the public realm. The CIP is applicable to the Ford City BIA Main Streets and within all the BIAs in the City of Windsor, except for the Sandwich Town and Downtown Windsor BIAs, which are under separate CIPs. Funding for the Building Facade Improvement Grant Program is broken down into three categories:



Category A (Beautification) –-aesthetic and minor functional improvements aimed at making the building facade and storefront more attractive and welcoming to tenants and customers



Category B (Restoration)—aesthetic, functional, and restoration improvements made to restore key features of the building facade



Category C (Replacement)— encourage work that will replace or reinstate key features that have been lost or deteriorated beyond repair or are of a style that is no longer consistent with the building design.

Applicants can receive a grant for 50% of the costs for eligible building facade and storefront improvements up to a maximum of $30,000 per project. The amount can be increased up to $60,000 per project for larger buildings with multiple storefronts. The grant also applies to the side(s) and rear of buildings provided the building facade is visible from an adjacent street or public right-of-way or park, and as long as the storefront/facade facing the main street is improved at the same time.

The applicant is proposing extensive replacement, restoration, and beautification changes to the exterior of the building. The applicant is proposing to demolish the existing Drouillard Road facing facade and to reinstate the facade with the following:

- reclaimed brick that will match the historic proportion/elements of the original facade.
- new bronze (or black) metal vision glass windows (with transoms) with a restored main entrance door.
- restoring the second floor balcony and window sills and installing new siding on the second floor

On the remaining facades, the applicant is proposing the following improvements:

- re-point the brick on the north and south facing facades that are visible from the street.
- adding two new entry doors to the south facing facade and adding a new window above one of the doors.
- adding a new window to existing opening on the south facing facade
- constructing a second storey deck and creating an opening and installing a door for access to the deck on the east facing facade (at the rear of the building)

The project is eligible for a $30,000 grant for improvements to facades facing Drouillard Road and both side and the rear facades, which are viewed from the street and the alley (lane way at the rear).

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 Department. 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:

The rehabilitation of the existing building contributes to the revitalization of an existing Main Street that services the surrounding Ford City Neighbourhood limiting vehicular travel and promoting walking and other alternative modes of transportation, thereby contributing to a complete community. The rehabilitation of the building will utilize modern building methods, which will conform to the Ontario Building Code concerning safety and energy efficiency. New doors and windows are also proposed that will be more energy efficient then what is existing.

Utilizing an existing building and infrastructure in an existing built-up area of the City also promotes efficiency on the existing infrastructure network by not promoting development on greenfield land.

Climate Change Adaptation:

As temperatures increase and when considering the Urban Heat Island effect for the City of Windsor, the property appears to be located within a Heat Vulnerability area. However, the rehabilitation of the building will utilize modern building methods, which will conform to the Ontario Building Code concerning energy efficiency. New doors and windows are also proposed that will be more energy efficient then what is existing.

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 transferred to the capital project to be kept as committed funds, until the grant is ready to be paid out. The uncommitted balance of the CIP reserve fund is $268,668 as of December 2024.

Administration recommends rescinding the original Council Resolution (CR154/2021) and that the grants be replaced with the grant amounts identified below and therefore there would be no additional draw upon the Reserve.

If approved, funds will be transferred from the CIP reserve fund 226 to the Ford City CIP Project #7181046 to disperse the maximum amount of $15,000 for the *Retail Investment* grant identified in this report, once the work is completed.

Also, if approved funds will be transferred from the CIP Reserve Fund 226 to the *Main Streets CIP - Building Facade Improvement* CIP program Project# 7219018 to the maximum amount of $30,000 when the work is completed.

The *Building/Property Improvement Tax Increment Grant* would be based upon the municipal tax resulting from the post-development assessed value of the property as determined by MPAC. The annual estimated grant is $6,121, calculated as follows:

Estimated Building/Property Improvement Tax Increment Grant for 1024 to 1026 Drouillard Road		
Annual Pre Development Municipal Taxes	Annual Estimate Post Development Municipal Taxes	Annual Estimate Value of Grant
$ $860	$ 6,981	$ 6,121

Assumptions

2020 Property Assessed Value	$53,000
Estimate Post Development Property Assessment (Residential Portion)	$120,000
Estimate Post Development Property Assessment (Commercial Portion)	$180,000
Estimate Total Post Development Assessment	$300,000

Because the Grant Program does not exempt the property from taxes, the owner must pay the full amount of property taxes annually and will subsequently receive a grant for the difference between the pre and post-development municipal taxes. The City will retain the amount of pre-development (base) municipal taxes throughout the lifespan of the grant program; however will be foregoing any incremental property taxes which could otherwise be used to offset future budget pressures.

As identified in the table above, the estimated annual value of the grant is $6,121. Over 10 years, this grant amounts to $61,210, which is the lesser of the 10-year grant or the estimated eligible costs for the project of $219,770.

The total of all grants discussed above is $106,210, which is less than the estimate eligible costs, and is comprised of the following:

Building/Property Improvement Tax Increment Grant	$ 61,210
Mainstreet Building Façade Improvement Grant	30,000
Retail Investment Grant	15,000
	$106,210

Consultations:

The owner of the property located at 1024 to 1026 Drouillard Road has been consulted regarding grants related to the improvements outlined in this report. Carolyn Nelson, Manager of Property Valuation & Administration, Taxation & Financial Projects was consulted with respect to the Ford City CIP *Building/Property Improvement Tax Increment Grant*. Josie Gualtieri, Financial Planning Administrator was also consulted regarding the Ford City CIP and Building Facade Improvement CIP grants, and related capital project/reserve fund balances

Conclusion:

The improvements to 1024 to 1026 Drouillard Road meet all eligibility criteria identified in this report, for the *Retail Investment, Building/Property Improvement Tax Increment, Municipal Development Fees Grant Programs* (If necessary), and the *Building Facade Improvement Program* grants, through the *Ford City CIP* and *Main Streets CIP*.

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
Emilie Dunnigan	Manager Development Revenue & Financial Administrator
Jason Campigotto	Deputy City Planner -- Growth
John Revell	Chief Building Official
Neil Robertson	City Planner/ Executive Director, Planning & Development Services
Kate Tracey	Senior Legal Counsel, Legal & Real Estate
Lorie Gregg	Deputy Treasurer Taxation and Financial Planning
Janice Guthrie	Commissioner Finance/City Treasurer
John Revell acting for Jelena Payne	Commissioner of Economic Development
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

1 Appendix 'A' - Location map and Condition Prior to Improvements
2 Appendix 'B' - Improvements
3 Appendix 'C' City Council Decision

APPENDIX ‘A’

LOCATION MAP



LOCATION MAP

SUBJECT PROPERTY : 1024-1026 DROUILLARD ROAD

APPENDIX ‘A’

FACADE PRIOR TO IMPROVEMENTS





APPENDIX ‘A’

FACADE PRIOR TO IMPROVEMENTS



APPENDIX ‘B’

FLOOR PLANS

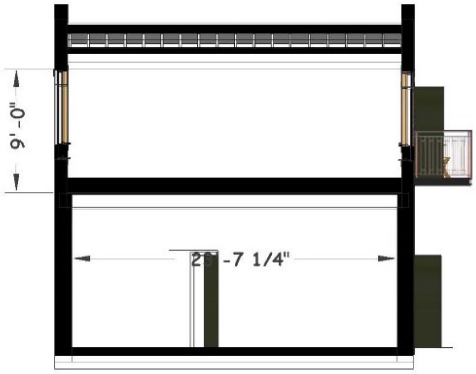


APPENDIX ‘B’

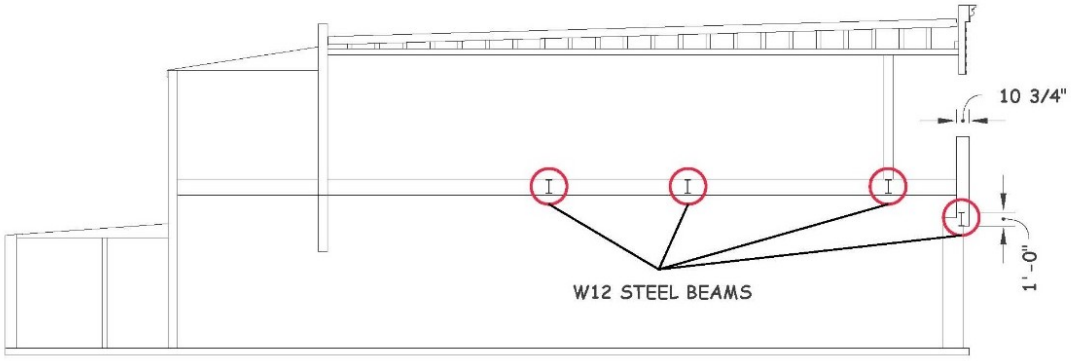
ELEVATIONS

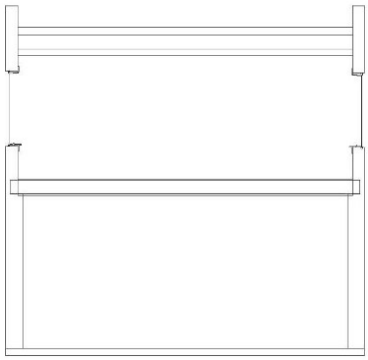


SECTION EE



SECTION GG





APPENDIX ‘B’

ELEVATIONS



APPENDIX ‘B’

ELEVATIONS



WEST ELEVATION

APPENDIX ‘B’

ELEVATIONS



SOUTH ELEVATION

THE CITY OF WINDSOR
ONTARIO, CANADA

OFFICE OF THE CITY CLERK
COUNCIL SERVICES

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City Council
Decision
Monday, April 19, 2021

Moved by: Councillor Costante
Seconded by: Councillor Francis

Decision Number: CR154/2021 DHSC 267

I. That the request for incentives under the Ford City CIP Financial Incentive Programs made by S.I.S. 713 Property Management Inc. (Ontario #002190073), (c/o Randy Diestelmann), owner of the property located at 1024 to 1026 Drouillard Road **BE APPROVED**, for the following incentive programs:

i. *Retail Investment Grant in the amount of $30,000 for two (2) ground floor retail units;*
ii. *Municipal Development Fees Grant Program* (if necessary)
iii. *Building/Property Improvement Tax Increment Grant Program for 100% of the municipal portion of the tax increment for up to 10 years in the amount of* +/- 6,121 per year.

II. That subject to completion and review satisfactory to the City Planner, the request made by S.I.S. 713 Property Management Inc. (Ontario #002190073), (c/o Randy Diestelmann), owner of the property located at 1024 to 1026 Drouillard Road **BE APPROVED** for grants totalling a maximum of $30,000 in principle under the *Building Facade Improvement Program and Urban Design Guidelines for Main Streets* Community Improvement Plan;

III. That the CAO and City Clerk **BE AUTHORIZED** to prepare the agreement between the City and S.I.S. 713 Property Management Inc. (Ontario #002190073), (c/o Randy Diestelmann) to implement the *Building/Property Improvement Tax Increment Grant Program* (only) in accordance with all applicable policies, requirements to the satisfaction of the City Planner as to content, the City Solicitor as to legal form, and the CFO/City Treasurer as to financial implications;

IV. That the CAO and City Clerk **BE AUTHORIZED** to sign the Grant Agreement(s) in content satisfactory to the City Planner, in financial content to the satisfaction of the City Treasurer and in form satisfactory to the City Solicitor;

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V. That funds in the amount of $30,000 under the *Retail Investment Grant* Program and funds under the *Municipal Development Fees Grant Program* (If necessary) **BE TRANSFERRED** from the CIP Reserve Fund to the Ford City CIP Fund (Project #7181046);

VI. That funds in the amount of $30,000 under the *Building Facade Improvement Program and Urban Design Guidelines for Main Streets CIP* **BE TRANSFERRED** from the CIP Reserve Fund to the new Building Facade Improvement Program – Main Streets CIP project fund;

VII. That grants **BE PAID** to S.I.S. 713 Property Management Inc. (Ontario #002190073), (c/o Randy Diestelmann) upon completion of improvements to the interior/exterior of the Ford City CIP Fund (Project #7181046) and facade improvements through the new Building Facade Improvement Program – Main Streets CIP project fund to the satisfaction of the City Planner and Chief Building Official; and,

VIII. That grants approved **SHALL LAPSE** and **BE UNCOMMITTED** if the applicant has not completed the work and fulfilled the conditions within 3 years of the approval date being April 19, 2021.

Carried.

Report Number: SCM 99/2021 & S 15/2021
Clerk's File: SPL2021 8.22

Steve Vlachodimos
Deputy City Clerk/Senior Manager of Council Services
March 14, 2023

Department Distribution

Kevin Alexander	Planner III – Special Projects
Neil Robertson	Manager of Urban Design
Josie Gualtieri	Financial Planning Administrator
John Revell	Chief Building Official
Thom Hunt	City Planner / Executive Director of Planning & Building
Wira Vendrasco	Deputy City Solicitor
Shelby Askin Hager	City Solicitor

THE CITY OF WINDSOR
ONTARIO, CANADA

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Janice Guthrie	Deputy Treasurer, Taxation & Financial Planning
Joe Mancina	Chief Financial Officer / City Treasurer
Jason Reynar	Chief Administrative Officer

External Distribution

Spectrum Contracting Inc. c/o Randy Diestelmann	998 Drouillard Road, Windsor, ON N87-2P7	spectrumrandy@gmail.com
Bridget Scheuerman Ford City BIA		bscheuerman@cogeco.ca

Committee Matters: SCM 20/2025

Subject: Minutes of the Property Standards Committee of its meeting held October 24, 2024

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

Decision Number: **DHSC 694**
THAT the minutes of the Property Standards Committee meeting held October 24, 2024 **BE RECEIVED**.

Report Number: SCM 353/2024
Clerk's File: MB2024

Clerk's Note:

1. Please refer to Item 12.1 from the Development & Heritage Standing Committee held on January 6, 2025.

2. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20250106/-1/10530

Committee Matters: SCM 353/2024

Subject: Minutes of the Property Standards Committee of its meeting held October 24, 2024

PROPERTY STANDARDS COMMITTEE

Meeting held October 24, 2024

A meeting of the Property Standards Committee is held this day commencing at 10:00 o'clock a.m. in Room 140, 350 City Hall Square West, there being present the following members:

Councillor Ed Sleiman, Chair
Councillor Fabio Costante
Councillor Mark McKenzie

Regrets received from:

Michael George
Dan Lunardi

Appellants in attendance:

Robert Redmond and Jocelyn Quenneville, regarding ***Item 5.1***

Also in attendance is the following resource personnel:

Rob Vani, Deputy Chief Building Official – Inspections
Mark Nazarewich, Deputy City Solicitor
Mike Arthur, Manager, Inspections
Ian Sakal, Building By-law Enforcement Officer
Nicole Brush, Building By-law Enforcement Officer
Karen Kadour, Committee Coordinator

1. Call to Order

The Chair calls the meeting to order at 10:00 o'clock a.m. and the Property Standards Committee considers the Agenda being Schedule A, attached hereto, matters which are dealt with as follows:

2. Disclosure of Interest

None disclosed.

3. Adoption of the Minutes

Moved by Councillor Fabio Costante, seconded by Councillor Mark McKenzie,

That the minutes of the Property Standards Committee of its meeting held April 30, 2024 **BE ADOPTED** as presented.

Carried.

4. Request for Deferral, Referral or Withdrawal

None.

5. Appeals

Rob Vani, Deputy Chief Building Official – Inspections advises that this is a quasi-judicial hearing and states that the By-law Enforcement Officer will provide a presentation after which the Committee may ask questions.

Robert Redmond and Jocelyn Quenneville appear before the Property Standards Committee against an Order to Repair 24 025736 issued June 3, 2024, regarding property at 3139 Loebach Drive. The Notice of Appeal dated June 13, 2024, was received within the 14-day time frame.

The document entitled "3139 Loebach Drive VY 24-925736 provided by Ian Sakal, Building By-law Enforcement Officer is ***attached*** as Appendix "A". The salient points on the matter are as follows:

- On May 28,2024 site exterior inspected as follow-up to previous enforcement.
- Earth berm and sound attenuation wall have not been replaced to date.
- Raised garden beds and fence enclosure installed in subject area.
- Noise sound barrier visibly located and present on private property.
- The barrier was built via building permit in 1994.
- Picture taken on May 28, 2024 depicting the ends of the berm, the area where the berm should have existed, there is now a new garden area there (the pool has since been removed)
- Since then, there has been a 12 x 32 accessory structure installed in the rear of the yard. The project cost on the permit was approximately $12,000 issued in April 2023.
- That enclosed garden area is roughly where the berm in the wall should exist.
- To date, total time provided for compliance (as of October 24, 2024) 2 years, 10 months and three weeks.

Robert Redmond and Jocelyn Quenneville, appellants provide the following remarks:

- Purchased the home in August 2019.

- There was a wall falling down with thick brush behind the area and assumed that his property ended at the top of the wall.
- Was told by the neighbours that they had removed their berms, so his berm was removed, and a new privacy fence was installed.
- Advises his lawyer did not reveal that there were encumbrances on the Title to the property.
- Was advised to replace the berm which would require a sound engineer to redesign the berm. Contacted several sound engineers who advised that no one would help them as there are very few sound engineers and if they did, would cost thousands of dollars.

Councillor Fabio Costante asks if the reason for the berm is for noise mitigation and safety. Rob Vani responds that is correct and adds that Transport Canada has jurisdiction over 300 metres beyond their rail corridors, rail yards, so any development within that 300-metre radius of their properties they have jurisdictional boundaries on that. Normally, their requirements are sound attenuation as well as mitigating spills from derailment of trains coming into the yard. There is a requirement that the proximity, the use, the number of trains, location of the sites is reviewed by a sound engineer and then the design is proposed to the rail company who will sign off on that. This is essentially the process that went on when this subdivision was approved. The design that was brought forward was the design registered on Title.

Councillor Fabio Costante asks if this is an enforcement of Transport Canada regulation of some sort. Rob Vani responds yes for the development proposal. The Property Standards By-law has a maintenance requirement to ensure that the development requirement is maintained in perpetuity, so we do not remove things. Councillor Fabio Costante asks how much discretion the municipality would have on a Property Standards by-law that is required by the Federal Ministry. Rob Vani responds that our Property Standards By-law is under the jurisdiction of the municipality, so they enforce their own by-law. The requirement for the berm was an agreement that was struck with the developer and the municipality, and it is an encumbrance on the property that is maintained in perpetuity.

Rob Vani remarks their position is the berm should be put back to the exact specifications that was previously approved under the review of a local engineer. He adds that the appellants were looking at alternative measures as opposed to putting back what was there on a cost basis.

Councillor Fabio Costante questions if hypothetically the committee said we are not going to enforce the berms anymore on these properties, does Transport Canada or CN Rail have any further jurisdiction over this matter or is it done at that point. Rob Vani suggests that the municipality itself would be attracting liability if it fails to enforce in a reasonable manner. He states that sound walls and the berms are there for health and safety of not only the respondent but the entire surrounding area.

The Chair asks if there is no berm in that area will the sound affect the neighbours. Rob Vani responds he is not a sound engineer however, the process when sound attenuation is being looked at as part of developments it is not property to property but more broadly across along a larger area. It depends how far the homes are from the roadway, it will vary the construction of the height of the sound barrier wall, berm size and height as well whether the dwellings are masonry, vinyl siding and the type of windows to mitigate sound impacts to occupants of the dwellings.

In response to a question asked by the Chair regarding if different materials can be used for the berm that would be less costly for the appellants. Rob Vani indicates that in the Order it states that the appellants may seek a consultant to look at their options to meet the requirements for sound attenuation, derailment and spillage control.

Councillor Fabio Costante asks the appellants if they sought out a consultant that would provide an array of options. Mr. Redmond advises that no one assisted them.

Rob Vani remarks that the Ontario Association of Professional Engineers has 57,000 Professional Engineers in the province, contacting the association for assistance should assist with procuring an engineering consultant who specializes in noise engineering.

Councillor Fabio Costante asks if the Property Standards Committee were to uphold the decision of the Property Standards officials, does that require that the appellants build a specific berm or would it leave options open and come back with a plan. Rob Vani responds under the *Property Standards Act*, the Committee can confirm the Order, modify the Order, extend the deadline of the Order or can quash the Order. Councillor Fabio Costante asks if the Order is to build the berm. Rob Vani concurs.

Councillor Mark McKenzie asks if the appellants had a conversation with the rail company regarding if they chose to sign off on this matter, would the city be liable. Rob Vani responds that the City is party to this agreement registered on the titles and encumbrance. The City would also have to be in agreement to modify the agreement on that property.

Councillor Fabio Costante states that the parties to this agreement includes the City, and the property owners, so, it was originally with the developer and then was vested with the property owners, so this is the agreement based on the requirements from Federal Transport Ministry. He questions if this subdivision was built today, would the Federal Transport Ministry have the same requirements. Rob Vani responds that he would not know what the requirements would be, however, the city's bylaw still requires maintenance to that berm and sound wall.

Moved by Councillor Fabio Costante, seconded by Councillor Mark McKenzie,

That the matter relating to 3139 Loebach **BE DEFERRED** for 90 days to allow for the appellants to retain a private consultant and to determine if there are other options to satisfy the Property Standards By-law.

Carried.

5.2 St. Paul Management Limited – 747 Ouellette Avenue

As the appellant is not present, is it generally agreed that a meeting be convened to address this matter at a later date to allow the owner to be present.

6. Adjournment

There being no further business, the meeting is adjourned at 11:30 o’clock a.m.

THE CITY OF WINDSOR ONTARIO, CANADA

Committee Matters: SCM 21/2025

Subject: Minutes of the International Relations Committee of its meeting held November 7, 2024

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

Decision Number: **DHSC 695**
THAT the minutes of the International Relations Committee meeting held November 7, 2024 **BE RECEIVED**.
Carried.

Report Number: SCM 392/2024
Clerk's File: MB2024

Clerk's Note:

1. Please refer to Item 12.2 from the Development & Heritage Standing Committee held on January 6, 2025.

2. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20250106/-1/10530

Committee Matters: SCM 392/2024

Subject: Minutes of the International Relations Committee of its meeting held November 7, 2024

INTERNATIONAL RELATIONS COMMITTEE

Meeting held November 7, 2024

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

Councillor Angelo Marignani, Chair
Councillor Renaldo Agostino
Councillor Fred Francis
Councillor Ed Sleiman
Lubna Barakat
Jerry Barycki
L.T. Zhao

Regrets received from:

Saiful Bhuiyan
Ronnie Haidar
William Ma

Also present are the following resource personnel:

Sandra Gebauer, Council Assistant
Karen Kadour, Committee Coordinator

1. Call to Order

The Chair calls the meeting to order at 3:34 o'clock p.m. and the Committee considers the Agenda being Schedule A, attached hereto matters which are dealt with as follows:

2. Declaration of Conflict

None disclosed.

3. Minutes

Moved by Councillor Ed Sleiman, seconded by Jerry Barycki,

That the minutes of the International Relations Committee of its meeting held July 10, 2024 **BE ADOPTED** as presented.

Carried.

4. Business Items

4.1 Report of L.T. Zhao's visit to Sister City Changchun, China on August 1, 2024

L.T. Zhao advises that he met with Mister Ou Shuo, Deputy Director (mayor) and the Consular Affairs Division and other officials on August 1, 2024. The Chair thanks L.T. for his detailed report and surmises it was an engaging and fruitful meeting. A discussion was held regarding future relations with our Sister City. He suggested leveraging a student exchange program with high school students or with students from the University of Windsor. Sandra Gebauer advises that exchange programs are facilitated through the school boards and adds that she will reach out to the school boards and will report back.

L. T. Zhao proposes notifying the Councillors in Changchun when the next Windsor/Detroit Marathon will be held.

Moved by Councillor Fred Francis, seconded by L.T. Zhao,

That the update provided by L.T. Zhao regarding his visit to Changchun, China **BE RECEIVED**, and further, that a letter be sent from the Office of the Mayor of the City of Windsor to Changchun, China to facilitate an official delegation visit to the City of Windsor in the near future.

Carried.

4.2 Arlington, Texas – Decision of the Development & Heritage Standing Committee at its meeting held September 3, 2024

Councillor Francis refers to the meeting of the International Relations Committee held on July 20, 2024, and states that the Committee cannot decide to bypass the policy for one city and not for another city. He adds if it is not a people-to-people relationship it is not a relationship that will last long.

Sandra Gebauer advises that the Mayor's Office responded to the Chair and commented "that Mayor Dilkens trusts in the process of having the report go through the IRC with the Committee continuing to vet the proposal and arrive at a recommendation". She advises that the recommendation and the motion sent to the Standing Committee was referred to the Mayor's Office for comment and that the comments be forwarded to a future meeting of the Development and Heritage Standing Committee.

Councillor Fred Francis recommends that the proper way to do this is to change the policy, however, if the policy is changed, there will be requests from other cities in other countries.

The last Sister City to be added 24 years ago was Lublin, Poland. The Policy was updated in 2023.

Councillor Fred Francis advises there has not been a formal twin city agreement in over 20 years, however, there have been several requests that did not meet the merits of this Policy. Councillor Renaldo Agostino comments if no cities have been added in many years, should we be looking at changing this Policy? Councillor Fred Francis responds that the point of this Committee is to foster long lasting relationships with like-minded communities.

L.T Zhao concurs with Councillor Fred Francis relating to building up existing relationships.

Councillor Renaldo Agostino indicates that Windsor does not have a Sister City in the United States, and this proposal presents that opportunity. Councillor Fred Francis asks how will this be a sustainable relationship and refers to Item 6.2 of the Twin City/Friendship City Policy as follows:

"Request for twinning's should also be community driven, supported by a formal organized cultural/ethnic association and must demonstrate that a sustainable relationship can be maintained". Councillor Fred Francis remarks there is no formal organized cultural association and no demonstrable evidence to show that this will be sustainable or maintained.

Councillor Fred Francis states that the Friendship Policy is the best as it allows the IRC to build a relationship. He adds there is no process to remove a sister city.

Lubna Barakat remarks that the IRC should be more fluid rather than following policies and agendas and expresses concern that they have lost the core of the IRC. She refers to the Friendship City and the five-year review period.

Jerry Barycki responds that he has been a member of IRC for 22 years and adds that the Policy is required along with the model being people to people and community driven.

Sandra Gebauer advises when Arlington, Texas sent their Draft Memorandum of Understanding, it was noted that the relationship would be for five years which is similar to our Friendship City partnership. The response from Arlington was they were not interested in anything but a Sister City relationship.

It is generally agreed that the Chair along with Sandra Gebauer will contact Sheri Capehart, Arlington, Texas via Zoom video conference to further discuss a Twin City/Friendship City relationship.

Moved by Councillor Fred Francis, seconded by Councillor Renaldo Agostino,

That the update regarding the Twin City/Friendship City relationship with Arlington, Texas **BE RECEIVED.**

Carried.

The Chair advises that the Twin City/Friendship City Policy and Mandate will be reviewed at the next meeting of the International Relations Committee.

Discussion ensues regarding the building of a relationship with the City of Detroit. Councillor Fred Francis responds that it is not the responsibility of this Committee to improve or establish relationships with Detroit; this is done through the Mayor's Office. The Chair wants to create an international brand between our shared shoreline with this City. He refers to Windsor Works, and strengthening relationships with the City of Detroit and asks if the IRC should be part of that solution outlined in Windsor Works with the improvement of Windsor's relationship with Detroit. Councillor Fred Francis states it is possible, but not without an organized framework and the Mayor's Office that highlights IRC's role and defines the expectations to further relationships with the City of Detroit.

Councillor Fred Francis suggests that the following documents be reviewed at the next meeting of the IRC - IRC Mandate and Terms of Reference along with the Twin City/Friendship City Policy.

4.3 The 2024 Changchun International Medical & Health Industry Expo

Councillor Fred Francis proposes that the information relating to the Changchun International Medical & Health Industry Expo to be held on December 7 – 9, 2024 be sent to all interested parties, i.e. health organizations, wellness organizations, University of Windsor, St. Clair College and Invest Windsor Essex.

Moved by Councillor Fred Francis, seconded by Councillor Ed Sleiman,

That information relating to the 2024 Changchun International Medical & Health Industry Expo to be held on December 7 – 9, 2024 **BE SENT** to all interested parties.

Carried.

5. Correspondence

5.1 Letter from Mayor Wang Zillian to Mayor Drew Dilkens

Moved by Councillor Fred Francis, seconded by Councillor Renaldo Agostino,

That the letter from Mayor Wang Zillian to Mayor Drew Dilkens inviting a delegation from Windsor to Changchun, China **BE RECEIVED**.

Carried.

5.2 Invitation to the 27th Annual Polish-Canadian Society Business Dinner

Sandra Gebaurer advises that one ticket is still available for the Annual Polish-Canadian Society Business Dinner to be held on November 15, 2024 at the Dom Polski Hall.

5.3 Visit to Lublin by representatives of Windsor

Jerry Barycki remarks that on August 12, 2024, there was a visit to Lublin by representatives of the Polish-Canadian Business and Professional Association of Windsor. He provides an overview of their visit to Lublin, Poland.

Moved by Councillor Fred Francis, seconded by Councillor Ed Sleiman,

That the update of the visit to Lublin, Poland by representatives of the Polish-Canadian Business and Professional Association of Windsor provided by Jerry Barycki, **BE RECEIVED.**

Carried.

5.4 Message from Changchun, China

The Chair thanks L.T. Zhao for strengthening the Twin City relationship with Changchun while on his recent visit to China.

L.T. Zhao remarks that the economic and student exchange will be beneficial in maintaining the Sister City relationship in Changchun. L.T. Zhao asks if there will be an opportunity to speak to Council regarding his visit

Moved by Fred Francis, seconded by Councillor Renaldo Agostino,

That the letter from Changchun, China advising that they are facilitating a delegation visit to Windsor at the earliest opportunity **BE RECEIVED.**

Carried.

Councillor Fred Francis advises there are two requests for delegations, one in Lublin and one in Changchun.

Moved by Councillor Fred Francis, seconded by Councillor Ed Sleiman,

That information relating to requests for delegations from the International Relations Committee to visit Changchun, China and Lublin, Poland at some time in the future **BE PROVIDED** to the Mayor's Office.

Carried.

6. Confirm and Ratify E-mail Polls

6.1 That the results of the e-mail poll conducted on August 7, 2024, approving the following recommendation **BE CONFIRMED AND RATIFIED:**

Moved by Councillor Fred Francis, seconded by Councillor Ed Sleiman,

That the International Relations Committee approve an expenditure in the upset amount of $100 for the purchase of a cake and water for the Ritsumeikan Uji High School Group from Kyoto Japan, who will be visiting City Hall on Thursday, August 22, 2024.

Carried.

6.2 That the results of the e-mail poll conducted on August 28, 2024, approving the following recommendation **BE CONFIRMED AND RATIFIED:**

Moved by Councillor Fred Francis, seconded by Councillor Ed Sleiman,

That the International Relations Committee APPROVE an expenditure in the upset amount of $2,500 for the purchase of six six-panel display towers, which are being purchased in collaboration with the Recreation & Culture Department and will be used for the City's annual Children's Art Exhibition as well as any other future.

Carried.

6.3 That the results of the e-mail poll conducted on October 15, 2024, approving the following recommendation **BE CONFIRMED AND RATIFIED:**

Moved by Councillor Fred Francis, seconded by Councillor Ed Sleiman,

That the International Relations Committee AUTHORIZE an expenditure in the upset amount of $560 for the purchase of four (4) tickets (1 ticket for Mayor Dilkens) for the 27th Annual Polish-Canadian Business Society Dinner to be held on November 15, 2024 at the Dom Polski Hall, located at 1275 Langlois Avenue.

Carried.

7. New Business

Moved by Councillor Fred Francis, seconded by Councillor Ed Sleiman,

That **APPROVAL BE GIVEN** to an expenditure in the upset amount of $100 for costs associated with mailing the Children's Art to Gunsan, Japan for their Children's Exhibition.

Carried.

Sandra Gebauer advises that a request has been received from Gunsan, Japan for the City of Windsor to send gifts for the First place male and First Place female Marathon winners. She suggests the purchase of City of Windsor shirts.

Moved by Councillor Fred Francis, seconded by Councillor Renaldo Agostino,

That **APPROVAL BE GIVEN** to an expenditure in the upset amount of $500. for the purchase of gifts and mailing costs for the First Place Male and First Place Female Marathon Winners in Gunsan, Japan.

Carried.

8. Date of Next Meeting

The next meeting will be held at the call of the Chair.

9. Adjournment

There being no further business, the meeting is adjourned at 4:55 o’clock p.m.

THE CITY OF WINDSOR ONTARIO, CANADA

Committee Matters: SCM 22/2025

Subject: Report No. 54 of the International Relations Committee

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

Decision Number: **DHSC 696**
THAT Report No. 54 of the International Relations Committee indicating:

That Administration BE REQUESTED to draft a mutual Letter of Interest to Arlington, Texas to outline the shared goals and preliminary steps for a Friendship City/Sister City partnership between Arlington, Texas and the City of Windsor and to position the letter as a flexible exploratory agreement.

BE APPROVED
Carried.

Report Number: SCM 393/2024
Clerk's File: MB2024

Clerk's Note:

1. Please refer to Item 12.3 from the Development & Heritage Standing Committee held on January 6, 2025.

2. To view the stream of this Standing Committee meeting, please refer to: https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20250106/-1/10530

Committee Matters: SCM 393/2024

Subject: Report No. 54 of the International Relations Committee

January 6, 2025

REPORT NO. 54
of the
INTERNATIONAL RELATIONS COMMITTEE (IRC)
Meeting held December 11, 2024

Present: Councillor Angelo Marignani, Chair
Councillor Renaldo Agostino
Councillor Ed Sleiman
Lubna Barakat
Jerry Barycki
Saiful Bhuiyan
Ronnie Haidar
William Ma

Absent: Councillor Fred Francis
L.T. Zhao

Your Committee submits the following recommendation:

Moved by Councillor Renaldo Agostino, seconded by Councillor Ed Sleiman,

That Administration **BE REQUESTED** to draft a mutual Letter of Interest to Arlington, Texas to outline the shared goals and preliminary steps for a Friendship City/Sister City partnership between Arlington, Texas and the City of Windsor and to position the letter as a flexible exploratory agreement.

Carried.

NOTIFICATION		
International Relations Committee	On file	

Subject: Declaration of a Vacant Parcel of Land Municipally Known as 0 Francois Road Surplus and Authority to Offer for Sale – Ward 5

Reference:

Date to Council: February 10, 2025
Author: Stephanie Allen Santos
Coordinator of Real Estate Services
Legal – Real Estate Services
519-255-6100 ext 6420
ssantos@citywindsor.ca
Report Date: January 13, 2025
Clerk's File #: APM2025

To: Mayor and Members of City Council

Recommendation:

I. THAT the following City of Windsor (the "**City**") vacant parcel of land **BE DECLARED** surplus:

Municipal address: **0 Francois Road** – vacant land situate on the east side of Francois Road between Francois Road and Ellrose Avenue;

- Legal Description: Lots 198 and 349 on Registered Plan 907 Sandwich East except WE75424; Alley on Registered Plan 907 Sandwich East abutting lot 350 on Registered Plan 907 except WE75424; Windsor
- Approximate Lot size: 15.06 feet (4.59 m) x 210.27 feet (64.09 m)
- Approximate Lot area: 3,166.67 sq ft (294.17 m^2)

(the "**Subject Parcel**"); and,

II. THAT the Manager of Real Estate Services **BE AUTHORIZED** to offer the Subject Parcel for sale to the abutting property owners at a price to be determined by the Manager of Real Estate Services, commensurate with an independent appraisal, as appropriate.

Executive Summary:

N/A

Background:

The Subject Parcel was vested by the City in 1932 for tax arrears. The Subject Parcel is long and narrow in shape with a frontage on both Francois Road and Ellrose Avenue of approximately 15.06 feet (4.59 m) and has a length of 210.27 feet (64.09 m). Based on

the permitted uses, the Subject Parcel's long and narrow shape does not allow it to be developed as a standalone parcel. As such, the Subject Parcel is not viable land.

By-Law 52-2014 establishes a policy for the disposal of Land. Section 5.1.2 of Schedule "A" attached to By-Law 52-2014 requires that City-owned lands be declared surplus and that Administration seek authority to sell the lands:

5.1.2 Notification of the intention to declare Land surplus and the authority to offer the Surplus Land for sale will be printed in the "Civic Corner" of the Windsor Star.

Discussion:

Administration was contacted by the abutting property owner at 1720 Francois Road who expressed an interest in acquiring the Subject Parcel.

The Subject Parcel was circulated to determine whether there is a municipal use for same. No municipal use for the Subject Parcel was identified, rather all departments supported the sale of the property. It is also clear that the Subject Parcel is already being encroached upon by the property owners at 1720 Francois Road and 1719 Ellrose Avenue. Administration would suggest beginning negotiations with both residents to divide the property in half and sell to each abutting owner for consolidation purposes.

The City's Land Disposal Policy ("**LDP**") outlines the process for the sale of land which is not viable. Section 5.3.1.3 of the LDP states:

5.3.1.3 Land, which is not Viable Land and which cannot be rendered Viable Land by means of consent under the Planning Act may be sold directly to the abutting property owner(s) for lot consolidation purposes at the value established by City Real Estate Staff taking into consideration all relevant factors, but in any event for no less than on a cost-recovery basis. If more than one abutting property owner wishes to acquire the Land City Real Estate Staff will contact the abutting owners to determine whether a consensus can be arrived at in splitting the Land amongst interested abutting owners.

Should Recommendations I and II be approved, Real Estate staff will contact the abutting property owner to negotiate a purchase price. Should Administration successfully negotiate an acceptable price, a report will be brought to Council or under Delegation of Authority, as appropriate, seeking authority to sell the Subject Parcel.

Risk Analysis:

There is potential liability should someone be injured on the land. Additionally, maintenance of the land drains scarce municipal resources. Selling the Subject Parcel will remove any associated liability issues and maintenance costs for the City.

Climate Change Risks

Climate Change Mitigation:

Declaring this property surplus does not pose a climate change risk.

Climate Change Adaptation:

Climate change considerations will be reviewed in the event of any future redevelopment of the Subject Parcel.

Financial Matters:

N/A

Consultations:

Fire Department: Michael Coste, Chief Fire Prevention Officer
Housing and Children Services: Diane Wilson, Manager, Social & Affordable Housing
Parks & Facilities: James Chacko, Executive Director, Parks, Facilities & Recreation
Operations: Elara Mehrilou, Transportation Planner I
Operations: Kevin Webb, Manager Environmental Quality
Operations: Juan Paramo, Engineer, Development
Windsor Police Services: Barry Horrobin, Director of Planning & Phys. Resources
Legal: Kate Tracey, Senior Legal Counsel

Conclusion:

Declaring the Subject Parcel surplus and authorizing the Manager of Real Estate Services to offer the property for sale to the abutting property owners, will allow for the orderly sale of land that is not required for any municipal purpose.

Planning Act Matters:

N/A

Approvals:

Name	Title
Stephanie Allen Santos	Coordinator of Real Estate Services
Denise Wright	Manager of Real Estate Services
Wira Vendrasco	City Solicitor
Dana Paladino	Acting Senior Executive Director, Corporate Services
James Chacko	Executive Director, Parks, Recreation and Facilities
Michael Chantler	Senior Executive Director, Community

Name	Title
	Services (A)
Ray Mensour	Commissioner Community and Corporate Services
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

1 Aerial Image of Subject Parcel

Appendix A
Aerial Image of Subject Parcel



Subject: Declaration of a Vacant Parcel of Land Municipally Known as 0 Woodlawn Avenue Surplus and Authority to Offer Same for Sale – Ward 9

Reference:

Date to Council: February 10, 2025
Author: Stephanie Allen Santos
Coordinator of Real Estate Services
Legal – Real Estate Services
519-255-6100 ext 6420
ssantos@citywindsor.ca
Report Date: January 13, 2025
Clerk's File #: APM2025

To: Mayor and Members of City Council

Recommendation:

I. THAT the following City of Windsor (the "**City**") vacant parcel of land **BE DECLARED** surplus:

- Municipal address: **0 Woodlawn Avenue** – vacant land situate on the west side of Woodlawn Avenue;
- Legal Description: Part Mack Avenue on Registered Plan 1026, Sandwich East, closed by R1447545 as in R1447545; Windsor
- Approximate Lot size: 66 feet (20.12 m) x 157 feet (47.85 m)
- Approximate Lot area: 10,362 sq ft (962.74 m^2)

(the "**Subject Parcel**"); and

II. THAT the Manager of Real Estate Services **BE AUTHORIZED** to offer the Subject Parcel for sale at a price to be determined by the Manager of Real Estate Services commensurate with an independent appraisal.

Executive Summary:

N/A

Background:

The City owns the Subject Parcel located on the west side of Woodlawn Avenue formally known as Mack Avenue and legally described as Part Mack Avenue on Registered Plan 1026 Sandwich East, closed by R1447545 as in R1447545 Windsor, as shown on the aerial diagram attached as Appendix A.

By-Law 52-2014 establishes a policy for the disposal of Land. Section 5.1.2 of Schedule "A" attached to By-Law 52-2014 requires that City-owned lands be declared surplus and that Administration seek authority to sell the lands:

5.1.2 Notification of the intention to declare Land surplus and the authority to offer the Surplus Land for sale will be printed in the "Civic Corner" of the Windsor Star.

Discussion:

The Subject Parcel was closed by By-law 363-1998 with direction that the lands would be offered to the abutting property owners to the middle line for a cost of $700 per front foot. Should the Subject Parcel not sell by December 7, 1998, the City could then sell to any other interested party. The Subject Parcel did not sell and is still in the ownership of the City. Administration re-circulated the Subject Parcel to determine whether there is a municipal use for same. No municipal use was identified, nor were any concerns from the other City department regarding the potential disposition. The Subject Parcel is approximately 66 feet wide by 157 feet deep, which is similar in size to other lots in the neighbourhood and could be sold as a developable in-fill lot.

Should the Recommendations be approved, Real Estate Services staff will obtain an independent appraisal to establish the value of the Subject Parcel. Should Administration successfully negotiate a sale of the Subject Parcel, a report will be brought to Council or under Delegation of Authority, as appropriate, seeking authority to sell the Subject Parcel.

Risk Analysis:

Should the Subject Parcel remain in the City's possession, there will continue to be ongoing maintenance. There is also potential liability should someone be injured on the land. Selling the Subject Parcel will remove any associated liability issues and maintenance costs for the City and allow for future housing development.

Climate Change Risks

Climate Change Mitigation:

Declaring the Subject Parcel surplus does not pose a climate change risk.

Climate Change Adaptation:

Climate change considerations will be reviewed during the development process in the event of any future redevelopment.

Financial Matters:

N/A

Consultations:

Building: Tea DeAngelis, Research & Policy Analyst, Building

Economic Development & Innovation: Joe Baker, Manager, Land Development & Growth
Fire Department: Michael Coste, Chief Fire Prevention Officer
Parks & Facilities: James Chacko, Executive Director, Parks & Facilities
Operations: Elara Mehrilou, Transportation Planner I
Operations: Kevin Webb, Manager, Environmental Quality
Operations: Jason Scott, Manager, Transit Planning
Windsor Police Services: Barry Horrobin, Director of Planning & Phys. Resources
Legal, Real Estate Services: Kate Tracey, Senior Legal Counsel

Declaring the Subject Parcel surplus and authorizing the Manager of Real Estate Services to negotiate for the sale of the property, will allow for the orderly disposition of the land for market value that is not otherwise required for any municipal purpose.

Planning Act Matters:

N/A

Approvals:

Name	Title
Stephanie Allen Santos	Coordinator of Real Estate Services
Denise Wright	Manager of Real Estate Services
Wira Vendrasco	City Solicitor
Dana Paladino	Acting Senior Executive Director, Corporate Services
James Chacko	Executive Director, Parks, Recreation and Facilities
Michael Chantler	Senior Executive Director, Community Services (A)
Ray Mensour	Commissioner Community and Corporate Services
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

Subject: Forest Glade North Servicing - Rock Developments - Cost Sharing - Ward 8

Reference:

Date to Council: February 10, 2025
Author: Juan Paramo
Development Engineer
(519) 255-6100 ext. 6353
jparamo@citywindsor.ca
Development – Engineering
Report Date: 1/21/2025
Clerk's File #: SW/14925

To: Mayor and Members of City Council

Recommendations:

I. THAT Council **APPROVE** a gross expenditure in an amount estimated at $19,610,000 plus applicable taxes (or $19,955,175 with non-recoverable HST, final costs to be based on actual construction costs), representing the City's share, on behalf of future benefiting lands, for infrastructure and land acquisition costs needed to service the Forest Glade North Secondary Plan Area, with estimated funding sources as follows:

a. $12,618,265 in 2025 Roads & Related Development Charges (Fund 115)
b. $1,109,186 in 2025 Sanitary Development Charges (Fund 116)
c. $3,301,867 in 2025 Storm & Drains Development Charges (Fund 117)
d. $1,139,714 in Watermain recoveries from EnWin Utilities Ltd.
e. $550,205 in 2029 Pay-As-You-Go funding (Fund 169)
f. $1,115,923 and $120,015, respectively of 2025 and 2026 Stormwater Surcharge funding (Fund 234), and, further,

II. Whereas the proposed 2025 Capital Budget includes funding for the City's share of the costs associated with installing the necessary infrastructure in the Forest Glade North Secondary Plan Area, and that City Council **SUPPORTS** an expenditure of $19,610,000 plus taxes, therefore, the City Treasurer **BE DIRECTED TO** pre-commit $120,015 in 2026 Stormwater Surcharge funding (Fund 234) and $550,205 in 2029 Pay-As-You-Go funding (Fund 169) and make these funds available for immediate use, and, further,

III. That the Chief Administrative Officer and the City Clerk **BE AUTHORIZED** to execute a servicing agreement with Rock Developments East Windsor Inc., related to the infrastructure servicing of the Forest Glade North Secondary Plan Area to be satisfactory in form to the City Solicitor, in technical content to the City Engineer and in financial content to the City Treasurer on the following terms:

a. The general servicing requirements as detailed by CR233/98
b. Cost Sharing – The Corporation agrees to pay to Rock Developments East Windsor Inc. an amount estimated at $14,924,470 plus applicable taxes, based on estimated construction costs, final payment to be based on actual progress certificate payments, representing the City's share, on behalf of future benefitting lands, of costs associated with the following:
    i. The extension of Roseville Gardens Drive and Catherine Street in accordance with the final recommendations of the Forest Glade North Servicing Environmental Assessment Study; and,
    ii. The construction of new watermain to service the Forest Glade North Secondary Plan Area; and,
    iii. The construction of a regional stormwater management facility and associated stormwater infrastructure to service the Forest Glade North Secondary Plan Area; and,
    iv. The construction of new sanitary sewers to service the Forest Glade North Secondary Plan Area; and further,

Whereas the 2025 10-year Capital plan was released publicly on January 3, 2025 and included capital project Forest Glade North Secondary Plan Area Servicing (ENG-007-25) and to preserve the ability to utilize external funding sources as outlined in the report and to meet legislative requirements under the Ontario Municipal Act where external financing may be utilized:

IV. THAT Council **DIRECT** the City Treasurer to update the calculation of the City of Windsor Authorized Repayment Limit and estimate the annual amount payable in accordance with O.Reg.403/02; and further,

V. THAT Council **AUTHORIZE** the capital works for the Project being "Forest Glade North Secondary Plan Area" in an amount estimated to be $19.6 million; and further,

VI. THAT Council **ENDORSE** the use of debt in an estimated amount of $17.0 for purposes of the long-term funding associated with the infrastructure construction costs portion of the Project with any principal and/or interest payments applied as first charges of up to $12,618,265 to the Roads & Related Development Charge Reserve (Fund 115), $1,109,186 to the Sanitary Development Charges (Fund 116), and $3,301,867 to the Storm and Drains Development Charges (Fund 117); and further,

VII. THAT Council **AUTHORIZE** the City Treasurer to undertake the necessary actions that would allow for the issuance of debt to fund the infrastructure construction costs, including a review of all financing options; and further,

VIII. THAT prior to any use of external financing which may require the issuance of debt, the City Treasurer **BE DIRECTED** to bring a report to City Council which outlines the full costs associated with the recommended financing approach; and further,

IX. THAT Administration **BE AUTHORIZED** to take any other steps as may be required to bring effect to these resolutions related to the Project, and that the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to execute any required documentation/agreement(s) for that purpose, satisfactory in legal content to the City Solicitor, in financial content to the Chief Financial Officer/City Treasurer and technical content to the City Engineer.

Executive Summary:

N/A

Background:

The Forest Glade North Secondary Plan Area (FGNSPA) was added to the City's Official Plan in 2004 under OPA #40 and further amended by OPA #159 in 2022. The Planning area is approximately 90 Hectares in size (222 Acres), and is generally bound by Jefferson Blvd to the west, Tecumseh Road East to the south, Lauzon Parkway to the east, and the VIA rail corridor (formerly CN rail corridor) to the north. The secondary plan permits mixed-use centre and business park type land uses throughout the area and identifies a new collector road network consisting of extensions to Catherine Street and Roseville Gardens Drive.

Several significant developments have proceeded within the FGNSPA fronting Tecumseh Road East and Lauzon Parkway, including the Rona building located at MB# 7350 Catherine Street which was constructed in 2001, a Walmart located at MB# 7100 Tecumseh Road East which was constructed in 2003, and a Home Depot located at MB# 6630 Tecumseh Road East which was constructed in 2005. No large-scale development has materialized for parcels not fronting either Tecumseh Road East or Lauzon Parkway, and as of today a large portion of the FGNSPA has yet to be developed.

In December of 2023, Rock Developments East Windsor Inc. (the Developer) approached the City with a development proposal for approximately 14 Hectares (35 Acres) of land within the FGNSPA for commercial use. The proposed development is to be anchored by a 160,000 square foot big box store. To proceed with the proposed development, full municipal services are required, including new roads, sewers, watermain, utilities, and stormwater management facilities. The installation of this infrastructure will benefit properties over and above those controlled by the Developer, and as such the Developer has requested a cost-sharing arrangement for the provision of these services. It is anticipated that servicing of the lands coupled with the proposed development will serve as a catalyst for future FGNSPA investment and development.

The provision of servicing infrastructure for the area is guided by the approved FGNSPA which included high-level functional servicing concepts. More advanced design alternatives are being undertaken as part of an ongoing Municipal Class Environmental

Assessment Study, with detailed engineering designs proceeding in parallel for all new infrastructure. Through this work, full municipal services will be available to the parcels within the FGNSPA with private service connections for individual properties or specific developments being further handled through rezoning and site plan control applications and permits as necessary.

As mentioned previously, the proposed servicing agreement will consider all costs associated with the construction of essential infrastructure, including roads, sewers, watermain, streetlighting and stormwater management facilities. Additionally, it includes the costs for acquiring the land necessary for new public rights-of-way, as contemplated in Report C 6/2025 and oversized regional stormwater facility as well as consulting fees related to the Class Environmental Assessment process, detailed design, contract administration and inspection (collectively "the Cost Shared Services").

Discussion:

A servicing agreement aims to provide a structured and equitable approach to funding the necessary infrastructure to service the FGNSPA beyond the immediate needs of the Developer. The majority of the City's share of the costs will ultimately be recoverable through Development Charges.

The proposed cost sharing proportions are calculated based on the total cost of the Cost Shared Services, proportionate to each of the benefitting properties within the FGNSPA based on the area of each property. For sanitary, water and storm infrastructure, only those benefitting properties within the catchment area of the new infrastructure are considered in the cost split.

The servicing agreement involves the following key components:

New Roadways:

The City of Windsor Official Plan, under the FGNSPA, identifies the need for two new north-south collector roads to service the area north of Tecumseh Road, between Jefferson Blvd and Lauzon Parkway. These collector roads will extend from Tecumseh Road (Roseville Gardens Drive) and include the future westerly extension of Catherine Street.

The works for the new collector roads will includes concrete pavement, concrete curb and gutters, sidewalks, active transportation facilities, and all associated traffic infrastructure and streetlighting. Several existing intersections on Tecumseh Road East will be reconfigured to accommodate the new road network. Road drainage infrastructure and potable water mainlines will also be provided to service the area.

The properties within the FGNSPA that will have frontage on the improved road network are shown in Appendix 'A' (DE 701). Based on the calculated proportions, the City's share, on behalf of future benefitting lands, is 78% and the Developer's share is 22% of the new roadway infrastructure cost.

Stormwater Management Infrastructure:

A regional stormwater management (SWM) pond will be constructed as part of the municipal servicing of the FGNSPA. The SWM pond will be located at the north limits of the Developer's lands adjacent to the Hawkins Drain, and the facility has been oversized to serve as an outlet for some lands south of the Developer's lands that would otherwise be cut off from the Hawkin's Drain outlet by the Catherine Street extension (refer to Appendix 'B' - DE 702). Construction of outlet sewers and the SWM pond will allow those properties to develop with an acceptable outlet.

A separate cost-sharing proportion was used for the stormwater infrastructure representing the properties within the catchment area for the SWM pond. Based on the calculated proportions, the City's share, on behalf of future benefitting lands, is 45% and the Developer's share is 55%.

Sanitary Sewers:

New sanitary sewer infrastructure will provide sanitary service to the vacant, undeveloped parcels within the FGNSPA. The properties within the catchment area of the new sanitary sewers are shown in Appendix 'C' (DE 703). Based on the calculated proportions, the City's share, on behalf of future benefitting lands, is 63% and the Developer's share is 37% of the new sanitary infrastructure cost.

Watermain:

New watermain infrastructure will provide potable water service to the vacant, undeveloped parcels within the FGNSPA. Based on the calculated proportions, the City's share, on behalf of future benefitting lands, is 78% and the Developer's share is 22%.

As with similar construction projects involving watermain infrastructure, the City will initially cover the City's share of the watermain cost and invoice Enwin for full cost recovery.

Administration and the Developer have agreed to the above noted cost splits. The Developer has agreed to construct the Cost Shared Services and anticipates construction to occur in 2025. In order to proceed and given the considerable cost, the Developer wishes to enter into a servicing agreement under the negotiated terms and requests commitment from Council to fund the City's portion of the Cost Shared Services as such work proceeds. Administration is requesting that appropriate funding be allocated in order to allow this servicing project to move forward.

Risk Analysis:

Failure to enter into a cost sharing agreement with the Developer may jeopardize the proposed development. The development is anticipated to generate revenue for the City from property taxes, stormwater fees, and sewer surcharge. Furthermore, failure to provide servicing to the FGNSPA would make it unlikely for other property owners in the area to develop their lands and generate similar revenues and economic growth.

Lastly, there is financial risk associated with the primary funding source, more specifically development charges, if rates included in the 2025 Development Charges Study (DC Study) are not approved by Council as recommended. This financial risk can be mitigated by Administration with eligible grants and/or by reprioritizing this project over other projects identified in the 2025 Capital Budget, utilizing that funding to address any shortfall from Development Charges.

Climate Change Risks

Climate Change Mitigation:

Construction of the Cost Shared Services will result in greenhouse gas emissions that are accounted for within the annual community greenhouse gas emissions inventory. It is anticipated that construction emissions in general will be offset by the improved drivability and functionality of the improved traffic network in the area over time.

Climate Change Adaptation:

Stormwater Management design for the new roadways will follow current standards and include considerations for extreme precipitation and high surface water levels when developing flooding solutions.

Financial Matters:

The table below outlines the estimated costs, excluding taxes, associated with the servicing, along with the portion attributable to both the City and the Developer (Rock Developments East Windsor Inc.).

	Estimated Cost ($)	City Share ($)	Developer Share ($)
Total Project Cost	**$ 30.30 M**	**$ 19.61 M**	**$ 10.69 M**

The Developer will tender all the Cost Shared Services, as well as be responsible for construction administration. The City's Field Engineering Division will oversee quality assurance testing and site inspection during construction. The work will be competitively bid, in accordance with the City's purchasing by-law. Payments are anticipated to be made to the Developer based on monthly progress draws and verified by a payment certifier.

Funding for the City's portion of the Cost Shared Services, estimated to cost $19,610,000, or $19,955,175 net of non-recoverable HST, will come from the following sources:

a) $12,618,265 in 2025 Roads & Related Development Charges (Fund 115)

b) $1,109,186 in 2025 Sanitary Development Charges (Fund 116)
c) $3,301,867 in 2025 Storm & Drains Development Charges (Fund 117)
d) $1,139,714 in Watermain (DC) recoveries from EnWin Utilities Ltd.
e) $550,205 in 2029 Pay-As-You-Go funding (Fund 169)
f) $1,115,923 and $120,015, respectively of 2025 and 2026 Stormwater Surcharge funding (Fund 234)

Once costs incurred directly by the City are deducted, the amount owing to the developer is estimated to be $14,924,470. Subject to Council approval, this amount will be paid to Rock Developments East Windsor Inc. with final payment to be based on actual progress certificate payments.

As noted above, $17,029,318 of the City's infrastructure costs and $1,139,714 Enwin recoverable costs required for this project are anticipated to be funded through development charges. As such, these costs have been incorporated into the DC Study being completed in Q1, 2025. If the rates recommended by the DC Study are not approved and/or reduced by Council, a funding shortfall will occur for all DC budgeted projects. ***If Council deems this project a priority, Administration will be required to reprioritize this project amongst the 2025 Capital Budget, identifying additional funding to address the shortfall.***

Further, a portion of the cost to install the stormwater infrastructure benefits existing lands that have already been developed and as such these costs will be unrecoverable. As a result, the City will need to pay for a portion of this work with non-development charge related funding totaling an estimated $1,786,143. This funding is covered with Pay-As-You-Go and Stormwater Surcharge funds noted above. It should be noted that Administration is recommending that the 2029 Pay-As-You-Go and 2026 Stormwater Surcharge funding of $550,205 and $120,015, respectively, be pre-committed and made available for immediate use.

Costs associated with the Cost Shared Services are significant; however, upon completion will provide serviced lands that will attract additional growth and revenue in the form of property taxes, stormwater fees and sewer surcharge.

For the Developer's property alone, annual property taxes, both municipal and education, are estimated to be in the range of $750,000 to $1,000,000. Actual property taxes may vary, based upon final assessment of the value of the development by the Municipal Property Assessment Corporation (MPAC). Estimated annual stormwater fees, based upon the current site plan, are $168,036. Changes in the site plan impacting the amount of impervious area, will impact the annual stormwater fees. The annual estimated sewer surcharge is $53,500, which may vary based upon consumption. Further such revenue may be realized by the remaining properties as they develop.

Administration must caution that use of these reserves to fund the full municipal share of this project cost in advance of receiving the expected future development charges will very likely cause the reserves to fall into a deficit position (the actual cash position of the reserves will depend on other projects which are being undertaken simultaneously).

Funding the municipal portion through existing cash balance will also impact the financial liquidity of the Corporation which will reduce investment yields.

To mitigate the need for immediate cash outlay, Administration is recommending that City Council consider the use of a construction loan, likely financed through Infrastructure Ontario. Under this financing model, cash draws would be provided which align with the construction project schedule for a period of up to five (5) years. Thereafter, repayment of the loan would then be charged to the noted Development Charge Reserves. Repayment of the loan may be made in one-lump sum or over a defined repayment period up to forty (40) years or the expected life of the asset (whichever is less).

Prior to the issuance of debt, there are certain actions that are prescribed under the Municipal Act and must be undertaken. ***It is important to note that by taking the below noted actions, which approve the use of debt as a funding strategy, City Council is not bound to utilize the debt option***. However, if these actions are not taken prior to undertaking the Project works, debt cannot be utilized as a funding option.

1. City Council must approve the capital project and further approve that the project will be partially or fully funded through the issuance of debt. The recommendation to create a new capital project for the infrastructure works and endorsement of the use of debt will satisfy this requirement.

2. The City Treasurer must certify that the required funding is supported through an updated Debt and Financial Obligations Limit calculation and falls within the Authorized Repayment Limit calculations for the City provided by the Ministry of Finance.

3. City Council must pass by-laws for the capital project and debt issuance. A by-law will be brought forward at the appropriate time.

4. City Council must encumber the repayment of debt, both principal and interest as a first charge to future operating budgets.

5. External legal council will be required to provide an independent opinion as to the process followed by Administration with regards to the debt issuance

Administration is seeking approval from City Council with regards to the establishment of the capital project and potential funding source using debt in this report to ensure that approvals are placed prior to expenditures being made. Administration is also seeking direction to update the Debt and Financial Limit Obligation calculations within the approval ARL limits defined by the Ministry of Finance, another critical component when debt financing may be utilized.

Where the debt is funded through capital markets, a fiscal agent will need to be engaged. The City Solicitor will be responsible to ensure that external legal counsel is engaged to provide the required opinion, and appropriate due diligence is in place relative to all aspects of the financing arrangements.

Consultations:

Aaron Farough – Senior Legal Counsel

Denise Wright – Manager of Real Estate Services

Tony Ardovini – Deputy Treasurer and Financial Planning

Natasha Gabbana – Senior Manager of Asset Planning

Lorie Gregg – Deputy Treasurer, Taxation, Treasury and Financial Projects

Michael Dennis – Manager, Strategic Capital Budget Development & Control

Adam Szymczak – Senior Planner - Development

Dawn Lamontagne – Purchasing Manager (A)

Conclusion:

Administration is recommending approval for cost sharing payments to Rock Development East Windsor Inc. related to the construction of full municipal services for the Forest Glade North Secondary Planning Area.

Approvals:

Name	Title
Mark Spizzirri	Manager, Performance Measurement and Business Case Development
Patrick Winters	Manager, Development Engineering
Stacey McGuire	Executive Director of Engineering / Deputy City Engineer
David Simpson	Commissioner, Infrastructure Services and City Engineer
Wira Vendrasco	City Solicitor
Dana Paladino	Senior Executive Director, Corporate Services (A)
Ray Mensour	Commissioner, Community and Corporate Services

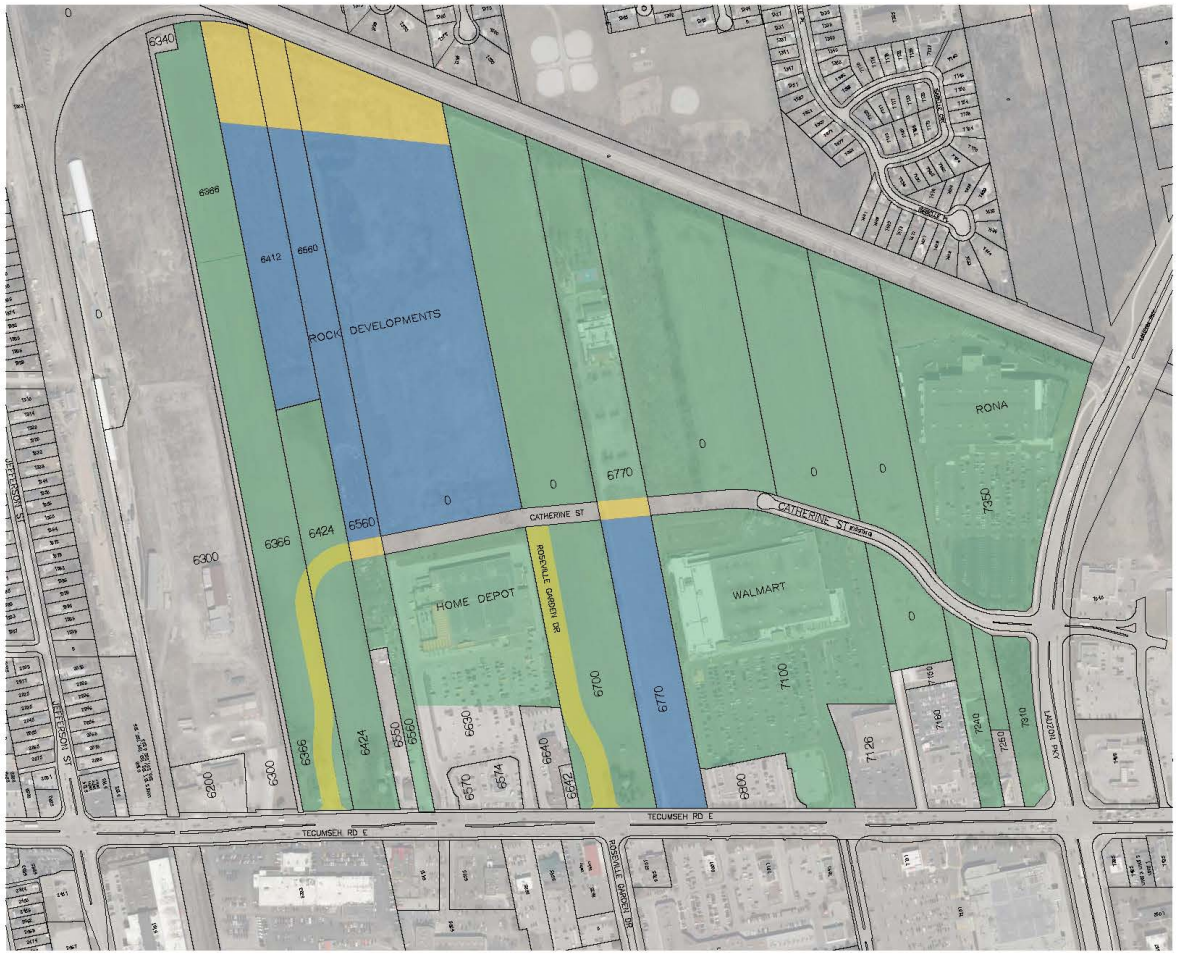
Janice Guthrie	Commissioner, Finance and City Treasurer
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email
List provided to clerk's office		

Appendices:

1 Appendix A - DE 701
2 Appendix B - DE 702
3 Appendix C - DE 703



ROAD SHARE SPLIT	
ROCK DEVELOPMENTS SHARE	22%
CITY SHARE	78%

LEGEND	
	LAND REQUIRED FOR PUBLIC RIGHT-OF-WAY
	ROCK DEVELOPMENTS SHARE
	CITY SHARE ON BEHALF OF FUTURE BENEFITING LANDS

DRAFT

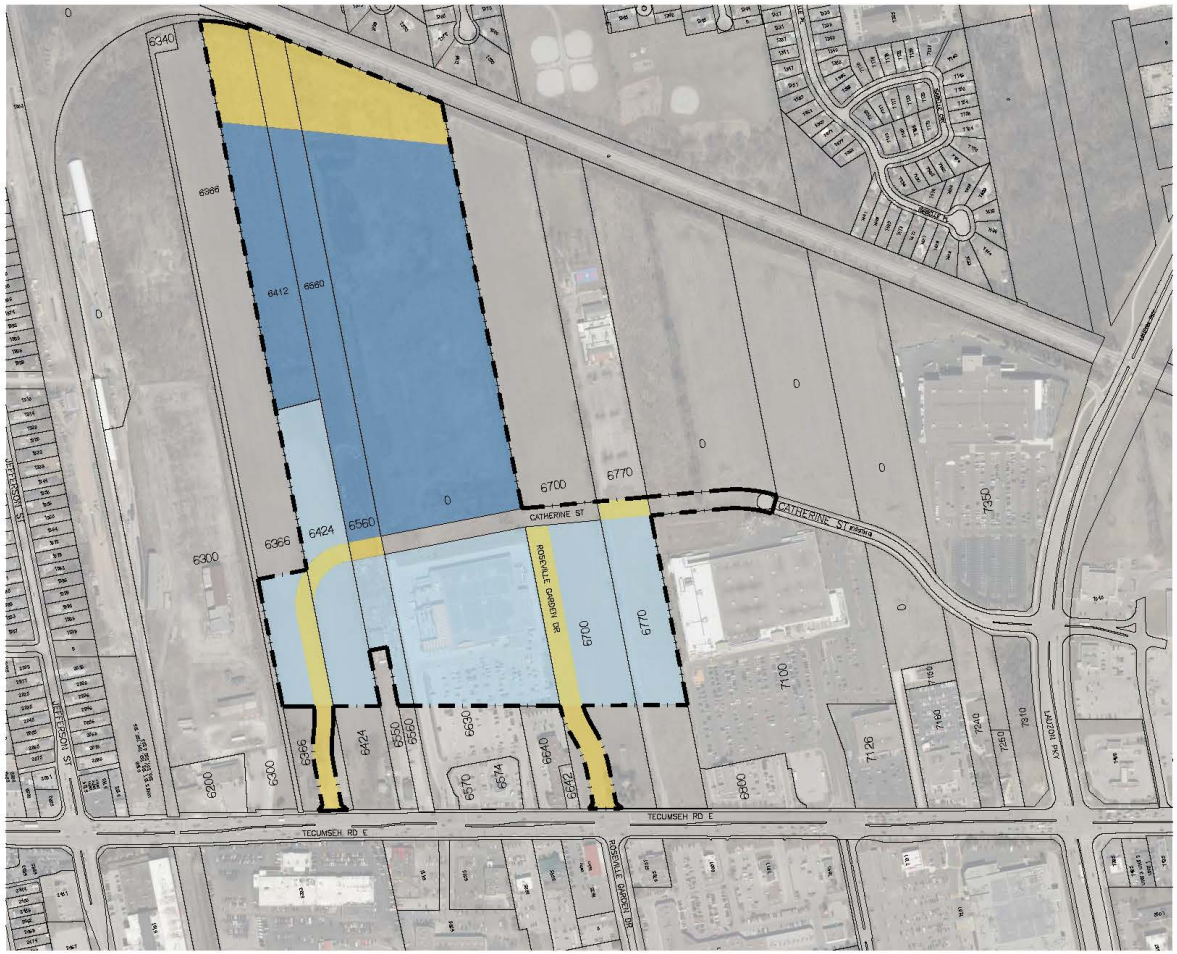
THE CITY OF WINDSOR
ONTARIO, CANADA

PROJECT: FOREST GLADE NORTH – MUNICIPAL SERVICING

TITLE:			SHEET No.:
DE 701 – COST SHARING ROAD SERVICING			1 of 1
DESIGN BY: J.PARAMO	**REVIEWED BY:** P. WINTERS	**SCALE:** N/a	**REVISION No.:** 6
DRAWN BY: J.PARAMO	**APPROVED BY:**	**DATE:** 7/10/24	**TENDER NO.:**

FILE: \\corp.windsor\staff\jparamo\Civil Projects\Forest Glade North\Cost Share.dwg

DATE: Jan 27 / 2025



SWM SHARE SPLIT	
ROCK DEVELOPMENTS SHARE	55%
CITY SHARE	45%

LEGEND	
	SWM DRAINAGE AREA
	LAND REQUIRED FOR PUBLIC RIGHT-OF-WAY
	ROCK DEVELOPMENTS SHARE
	CITY SHARE – DIRECTLY BENEFITING PROPERTIES

DRAFT

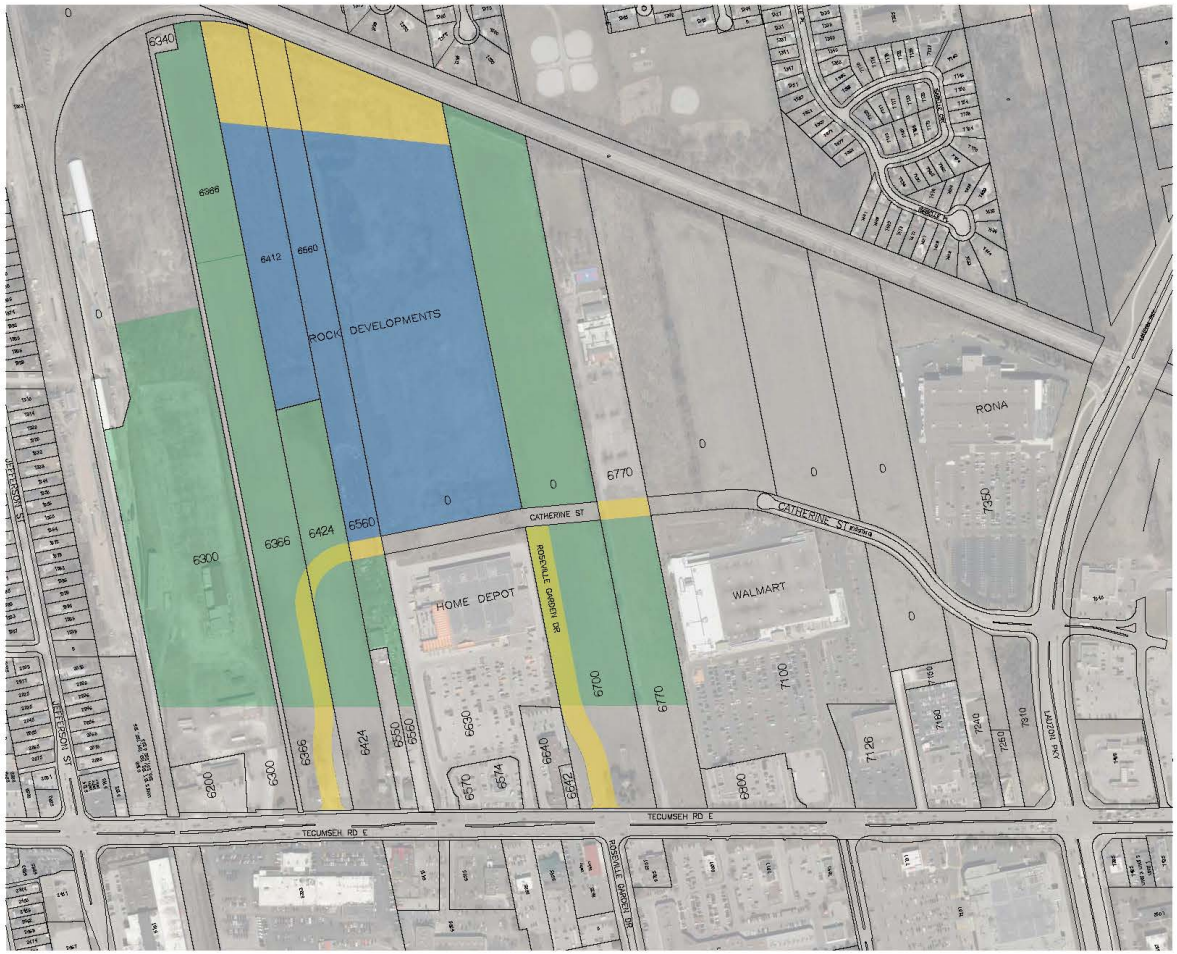
THE CITY OF WINDSOR
ONTARIO, CANADA

PROJECT:
FOREST GLADE NORTH – MUNICIPAL SERVICING

TITLE:			SHEET No.:
DE 702 – COST SHARING STORMWATER MANAGEMENT SERV.			1 OF 1
DESIGN BY: J.PARAMO	REVIEWED BY: P. WINTERS	SCALE: N/a	REVISION No.: 4
DRAWN BY: J.PARAMO	APPROVED BY:	DATE: 7/10/24	TENDER NO.:

FILE: H:\Civil Projects\Forest Glade North\SWM Servicing.dwg

DATE: Dec 11 / 2024



SANITARY SHARE SPLIT	
ROCK DEVELOPMENTS SHARE	37%
CITY SHARE	63%

LEGEND	
	LAND REQUIRED FOR PUBLIC RIGHT-OF-WAY
	ROCK DEVELOPMENTS SHARE
	CITY SHARE ON BEHALF OF FUTURE BENEFITING LANDS

DRAFT

THE CITY OF WINDSOR
ONTARIO, CANADA

PROJECT: FOREST GLADE NORTH – MUNICIPAL SERVICING

TITLE:			SHEET No.:
DE 703 – COST SHARING SANITARY SERVICING			1 OF 1
DESIGN BY: J.PARAMO	**REVIEWED BY:** P. WINTERS	**SCALE:** N/a	**REVISION No.:** 2
DRAWN BY: J.PARAMO	**APPROVED BY:**	**DATE:** 7/10/24	**TENDER NO.:**

FILE: \\corp.windsor\staff\jparamo\Civil Projects\Forest Glade North\Cost Share.dwg

DATE: Jan 27 / 2025

THE CITY OF WINDSOR ONTARIO, CANADA

Council Report: C 23/2025

Subject: Declaration of Improved Property Municipally Known as 3136-3146 Walker Road Surplus and Authority to Offer Same for Sale – Ward 9

Reference:

Date to Council: February 10, 2025
Author: Stephanie Allen Santos
Coordinator of Real Estate Services
519-255-6100 ext. 6420
ssantos@citywindsor.ca

Legal Services, Real Estate & Risk Management
Report Date: January 23, 2025
Clerk's File #: APM2025

To: Mayor and Members of City Council

Recommendation:

I. THAT the following City of Windsor (the "**City**") improved parcel of land **BE DECLARED** surplus:

- Municipal address: **3136-3146 Walker Road** – improved property situate on the east side of Walker Road, south of the E.C. Row Expressway
- Legal Description: Lots 418 to 420 inclusive on Registered Plan 1126 Sandwich East; Part of Lot 417 on Registered Plan 1126 Sandwich East as in R673847; Windsor,
- Approximate Lot size: 122 feet (37.18 m) x irregular
- Approximate Lot area: 12,244.8 sq ft (1,137.58 m^2)

(herein the "**Subject Parcel**"); and

II. THAT the Manager of Real Estate Services **BE AUTHORIZED** to offer the Subject Parcel identified in Recommendation I for sale on the Multiple Listing Service ("**MLS**") at a price to be determined by the Manager of Real Estate Services commensurate with an independent appraisal.

Executive Summary:

N/A

Background:

The Subject Parcel located at 3136-3146 Walker Road operated as a motorcycle sales and repair shop since the 1960's as Williams Motorcycle until the early 1970's at which time Power Cycle opened and operated for almost fifty years in this location. It was vested by the City in 2022 for tax arrears and vacant possession of the building was received in late 2023, however the residential tenant remained until October 2024, when they were required to vacate under a Landlord and Tenant Board Order.

By-Law 52-2014 establishes a policy for the disposal of Land. Section 5.1.2 of Schedule "A" attached to By-Law 52-2014 requires that City-owned lands be declared surplus and that Administration seek authority to sell the lands:

5.1.2 Notification of the intention to declare Land surplus and the authority to offer the Surplus Land for sale will be printed in the "Civic Corner" of the Windsor Star.

Discussion:

The Subject Property has been vacant since October 2024 and measures have been taken to ensure the security of the building. Following vacant possession, Administration worked with the Engineering department to have the building cleared of all leftover materials including several drums of oil and other potentially hazardous materials such as engine parts that were properly removed and disposed of. A Phase I Environmental Site Assessment was completed on the Subject Property by Dillon Consulting in April 2023.

While the Phase I ESA indicated the potential for environmental concern at the site and recommended a Phase II ESA to assess the quality of soil and groundwater, in consultation with Engineering, it was not feasible to proceed with a Phase II Environmental Site Assessment.

Should the Recommendations be approved, Real Estate staff will list the property for sale on MLS at a price determined by the Manager of Real Estate Services, commensurate with an independent appraisal. Should Administration successfully negotiate an acceptable offer, a report will be brought to Council or under Delegation of Authority, as appropriate, seeking authority to sell the Subject Parcel.

Risk Analysis:

There are potential liability issues should someone be injured on the land and due to the Subject Property being vacant, there are added concerns with security of the building. Additionally, maintenance of the land drains scarce municipal resources. Selling the Subject Parcel will remove any associated liability issues and maintenance costs for the City.

Climate Change Risks

Climate Change Mitigation:

Declaring the Subject Parcel surplus does not pose a climate change risk.

Climate Change Adaptation:

Redevelopment of the Subject Parcel should include climate change considerations.

Financial Matters:

N/A

Consultations:

Karl Muegge, Project Coordinator, Engineering
Tracy Beadow, Project Administrator, Engineering
Kate Tracey, Senior Legal Counsel

Conclusion:

Declaring the Subject Parcel surplus and authorizing the Manager of Real Estate Services to offer the property for sale on MLS, will allow for the orderly sale of the land that is not required for any municipal purpose.

Approvals:

Name	Title
Stephanie Allen Santos	Coordinator of Real Estate Services
Denise Wright	Manager of Real Estate Services
Wira Vendrasco	City Solicitor
Dana Paladino	Acting Senior Executive Director, Corporate Services
Ray Mensour	Commissioner, Community & Corporate Services
David Simpson	Commissioner, Infrastructure/City Engineer
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

1 Aerial Image of Subject Parcel

Appendix A

Aerial Image of Subject Parcel



Subject: RFP Update - Jackson Park Feasibility Study - Ward 3

Reference:

Date to Council: February 10, 2025
Author: Samantha Magalas
EIC, Community Services
smagalas@citywindsor.ca
519-253-2300x2730
Parks
Report Date: 1/23/2025
Clerk's File #: SR/14718

To: Mayor and Members of City Council

Recommendation:

I. **THAT** City Council **RECEIVE** this report in response to the request to report back on the Jackson Park Bandshell Feasibility Study procurement process; and further,

II. **THAT** City Council **DIRECT** Administration to cancel RFP 123-24.

Executive Summary:

N/A

Background:

On March 21, 2012, the Emancipation Celebrations Monument in Jackson Park report was approved by the Social Development, Health and Culture Standing Committee. The Council Resolution stated "**THAT** the offer by the Emancipation Celebration Corp. and the Black Canadian Ethnic Club of Windsor to place an Emancipation Celebration Monument in Jackson Park near the bandstand **BE ACCEPTED**" (Livelink 15759, SR2012). That report was subsequently approved by City Council on Apr 16, 2012. The report, minutes and sketch of the proposed monument are attached as Appendix A. Unfortunately, adequate funds were never raised and as a result, the monument was never built.

On September 6, 2022, Councillor Kieran McKenzie asked the following question:

"Asks that Administration provide an update on the current status and condition of the Jackson Park Band shell and further comment on the viability of a Feasibility Study

outlining the scope of work necessary to bring the Bandshell back into community access and usage within the Parks Department inventory of assets."

Administration presented a report to Council on November 27, 2023 that contained information about the site, a preliminary estimate of the cost to conduct a feasibility study and outlined some of the risks associated with undertaking the project. At that November 27th meeting of City Council, Administration was directed to move forward with the following through CR 475/2023:

"That the report of the Executive Initiatives Coordinator dated August 21, 2023, entitled Response to CQ 18-2022 – Jackson Park Bandshell Update-Ward 3 BE RECEIVED for information; and further,

That administration BE REQUESTED to engage in a feasibility study (two Phases) including a Condition Study and a Vision and Rendering Phase along with public consultation with various community groups, including artist groups, the black community as well as the general public and other community stakeholders; and,

That the Community Consultation INCLUDE discussion with the public school board, to address property and land use challenges as it relates to the Bandshell; and,

That the study BE FUNDED from the Budget Stabilization Reserve Fund (BSR)."

Administration began the process of submitting the revised scope of work document to a rostered Engineering Consultant to complete the work as directed by Council including public consultation. Upon the Consultant inquiring about supporting documents and clarifying the scope of work, it became apparent that the original estimate of $100,000 to conduct this study was not going to be adequate to complete the project. Since the Bandshell structure is listed on the Windsor Municipal Heritage Register, a Heritage Impact Assessment (HIA) will be required to be submitted by the Consultant, which was not fully anticipated during the original report to Council. Without the HIA, a comprehensive understanding of the scope of work for the project will not be possible. A Heritage Consultant would be required to complete the HIA, including an evaluation the heritage structure and the site. This is in addition to the other supporting documents such as a detailed Environmental Analysis, Designated Substances Survey, Topographical Survey, Traffic and Transportation (due to required parking) and Crime Prevention through Environmental Design (CPTED) study. These, in combination with the Public and Stakeholders' consultations during both parts of the subject report, contributed to the cost increase. As a result, at the January 15, 2024 meeting of City Council, an update to Council was presented via C189/2023 which requested funding to an upset limit of $300,000 to complete the process.

Council directed through CR 43/2024 that:

"That the report of the Executive Initiatives Coordinator, Community Services dated December 28, 2023 entitled "Jackson Park Bandshell Feasibility Study Update - Ward 3" BE REFERRED to the 2024 Operating & Capital Recommended Budget meeting for Council's consideration."

On Monday January 29, 2024 via B8/2024 Council directed:

"That the report of the Executive Initiatives Coordinator, Community Services dated December 28, 2023, entitled "Jackson Park Bandshell Feasibility Study Update - Ward 3" BE REFERRED back to administration; and,

That administration BE DIRECTED to undertake a formal procurement process related to a feasibility study whereby the scope of the study be limited to heritage and technical attributes of the facility at the current location and further that a city led community consultation be part of the scope of the study; and,

That an amount up to $120,000 BE APPROVED from the Budget Stabilization Reserve (BSR); and,

That administration BE REQUESTED to report back to Council with the results of the procurement process."

This report is in response to Councils direction to report back on the procurement process.

Discussion:

In response to the direction to run City led community consultation, Administration held a Public Information Centre (PIC) on April 25, 2024, at the Optimist Community Centre from 2:00 pm to 4:00 pm and again from 6:00 pm to 8:00 pm, with a total attendance of 43 people. The open house coincided with the start of an 8-week online survey, which was advertised on the City's website (LetsTalk.citywindsor.ca) and in City media releases, along with the PIC.

The online survey was scheduled to close on June 23, 2024, with 579 responses. The online survey was extended until September 6, 2024, in response to feedback to allow additional time for consultation. An additional 400 responses were received, concluding with almost 1,000 feedback submissions.

In addition to the PIC and online survey, Administration advertised their availability to meet with stakeholders wishing to discuss specific ideas and opportunities regarding the future of the bandshell. As a result, both individual and group meetings took place and included one diverse group of stakeholders, including representatives from the Essex County Black Historical Research Society, Windsor Essex Theatre Alliance, Black Council of Windsor Essex, and several musicians, artists and producers who attended multiple meetings with Administration.

Administration reviewed all of the PIC feedback, online survey data, follow-up meetings and consultations. In summary, the top responses for what the public would like to see at the site include: the existing bandshell in Jackson Park activated as a performing arts space/venue and more open green space with a symbolic monument/memorial. The most important issues to address included drainage, lighting, pathways, parking, safety, seating, shade, accessibility, adding washrooms and overall space. There was interest to use this as a small-medium sized event space all year round. Some indicated they would be interested in renting the Jackson Park bandshell space for an event (including permit fees, insurance requirements, etc.), however majority prefer the venue be available for a nominal fee for small, private events including art programs, memorial gatherings, poetry readings and musical performances. Heritage significance was also identified in the public feedback due to notable past cultural events taking place on the grounds and musical artists performing at the bandshell.

On November 6, 2024, Administration released a Request for Proposal (RFP) in accordance with the City's Purchasing By-Law. The RFP closed on November 22, 2024, with only one response submitted. After reviewing the submission and adding standard departmental project management fees along with a contingency, the proposed funding to complete the feasibility study would not be adequate.

As some of the feedback received from the PIC included adding a symbolic monument/memorial to the site, Administration has included the previous Council direction to erect the Emancipation Celebrations Monument within Jackson Park for Council to consider at this time.

Risk Analysis:

There is a significant financial risk associated with conducting the feasibility study. If City Council wishes to proceed with a feasibility study, additional funding would need to be identified. It is important to note that the technical and heritage aspects of the site that were included in the feasibility study would still not provide a complete feasibility study which could significantly impact the cost of moving forward with any site refurbishment.

If Council directs Administration to move forward with this study, during the course of the study, there may be findings that determine additional testing might be required (soil, environmental, etc.) at additional costs.

There is significant concern that renovating the bandshell at Jackson Park could lead to challenges in terms of seating capacity.

There is little risk in proceeding with building the Emancipation Celebrations Monument. This project was previously approved by the Social Development, Health and Culture Standing Committee and by the Community Public Art Advisory Committee.

Climate Change Risks

Climate Change Mitigation:

There are no climate change mitigation risks involved in approving this report.

Climate Change Adaptation:

There are no climate change adaptation risks involved in approving this report.

Financial Matters:

Should Council approve the Recommendation to cancel RFP 123-24, the $120,000 approved funding will not be required for a feasibility study.

Consultations:

Laura Ash – Projects Lead, Parks Development

Erika Benson – FPA, Parks

Wadah Al-Yassiri – Manager, Parks Development

Michelle Staadegaard – Manager, Culture & Events

Mike Dennis – Manager, Strategic Capital Budget Development and Control

Conclusion:

Administration has determined that the total cost to conduct a feasibility study for the Jackson Park bandshell, inclusive of project administration and the RFP results, would be greater than the approved $120,000. As a result, Administration is seeking approval to cancel the RFP 123-24.

If Council wishes to direct Administration to install an Emancipation Celebrations Monument in Jackson Park, the funding with an upset limit of $50,000 could come from the Pay-As-You-Go Reserve (Fund 169).

Planning Act Matters:

N/A

Approvals:

Name	Title
Samantha Magalas	EIC, Community Services
Emilie Dunnigan	Manager, Developmental Revenue and Financial Planning
Dawn Lamontagne	Purchasing Manager (A)

James Chacko	Executive Director, Parks, Recreation & Facilities
Michael Chantler	Senior Executive Director, Community Services (A)
Wira Vendrasco	City Solicitor
Ray Mensour	Commissioner, Corporate & Community Services
Janice Guthrie	Commissioner, Finance & City Treasurer
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

1 Appendix A – Previous Council Report, Minutes & Monument Sketch

Item No.

THE CORPORATION OF THE CITY OF WINDSOR
Social Development, Health and Culture Standing Committee-
Community Public Art Committee

MISSION STATEMENT:
"The City of Windsor, with the involvement of its citizens, will deliver effective and responsive municipal services, and will mobilize innovative community partnerships"

LiveLink REPORT #: 15759	**Report Date: February 14, 2012**
Author's Name: Cathy Masterson	**Date to Standing Committee: March 21, 2012**
Author's Phone: 519 523-2300 ext. 2724	**Classification #:**
Author's E-mail: cmasterson@city.windsor.on.ca	

To: **Social Development, Health and Culture Standing Committee**

Subject: **Emancipation Celebrations Monument in Jackson Park**

P&R 12-16

1. RECOMMENDATION: **City Wide: ____ Ward(s): 4**

THAT the Social Development, Health and Culture Standing Committee **ACCEPT** the offer of an Emancipation Celebrations Monument to be placed in Jackson Park.

EXECUTIVE SUMMARY:

2. BACKGROUND:

Emancipation Celebrations first took place from the turn of the 20th Century right through to the 1970's. Originally the Celebrations began with a huge parade that began in Dieppe Park and made its way to Jackson Park ending at the bandstand. Upwards to 250,000 spectators came and lined the streets of Windsor with a large number of Americans in the audience making this the largest event of its kind in North America.

Not only were the local Emancipation Celebrations well attended with local residents and neighbours, they also attracted the attention and participation of Mrs. Eleanor Roosevelt, Dr. Martin Luther King Jr and Olympian Jessie Owens as keynote speakers and celebrities such as 'Smoking Joe' Louis and Diana Ross and the Supremes were guests.

The 1967 Race Riots in Detroit dramatically affected the attendance of the festival and it was eventually moved to MicMac Park. The Celebrations have been resurrected and now take place at the Riverfront Festival Plaza.

3. DISCUSSION:

The floats, marching bands and drill teams were officially judged by passing the Band Stand. This is the only remaining "touchstone or bench mark" of the Celebrations that filled the park.

A black granite monument will be placed near the grandstand. The wording will be etched into a bronze plaque. A foundation may need to be engineered which would be part of the cost of the project.

4. RISK ANALYSIS:

N/A

5. FINANCIAL MATTERS:

The Windsor Emancipation Celebration Corp. and the Black Canadian Ethnic Club of Windsor, Corp. both must be in sound financial relationship with the City of Windsor.

All costs associated with the purchase, delivery, installation and maintenance will be paid for by the Windsor Emancipation Celebration Corp. and the Black Canadian Ethnic Club of Windsor. No City monies involved in the project.

6. CONSULTATIONS:

Mike Clement, Manager Parks Development

7. CONCLUSION:

The Emancipation Celebrations were and continue to be an important festival in the City of Windsor and the surrounding area. It is fitting that there be a monument to illustrate the significance.

Cathy Masterson
Manager of Cultural Affairs

Jan Wilson
Executive Director, Recreation and Culture

Ronna Warsh
Community Development and Health Commissioner and Corporate Leader Social Development, Health, Recreation and Culture

cfm

APPENDICES:

DEPARTMENTS/OTHERS CONSULTED:
Name:
Phone #: 519 ext.

NOTIFICATION :				
Name	Address	Email Address	Telephone	FAX
Mr. Kim Elliot		kimell37@yahoo.com		
Mr. Marc Taylor		Admin@EmancipationDay.ca		

REPORT NO. 59 of the

sOCIAL DEVELOPMENT,

HEALTH & CULTURE STANDING COMMITTEE

of its meeting held March 21, 2012

Present:	**Councillor Al Maghnieh, Chair**
	Councillor Alan Halberstadt
	Councillor Percy Hatfield
	Councillor Ed Sleiman
Regrets:	**Councillor Ron Jones**

That the following recommendation of the Social Development, Health and Culture Standing Committee **BE APPROVED** as follows**:**

Moved by Councillor Hatfield, seconded by Councillor Sleiman,

THAT the offer by the Emancipation Celebration Corp. and the Black Canadian Ethnic Club of Windsor to place an Emancipation Celebration Monument in Jackson Park near the bandstand **BE ACCEPTED**.

Carried.

Livelink 15759, SR2012

Clerk's Note: The report of the Manager of Cultural Affairs dated February 14, 2012 entitled "The Emancipation Celebration Monument in Jackson Park" is ***attached*** as background information.

_____

CHAIRPERSON

_____

DEPUTY CITY CLERK

NOTIFICATION:		
Name	**Address**	**Email**
Mr. Kim Elliot		kimell37@yahoo.com
Mr. Marc Taylor		admin@emancipationday.ca

The Council Minutes for April 16, 2012 state the following:

Moved by Councillor Hatfield, seconded by Councillor Jones,

M190-2012 That **Report No. 59 of the Social Development, Health & Culture Standing Committee** of its meeting held March 21, 2012 regarding **Emancipation Celebrations Monument in Jackson Park BE ADOPTED** as presented.

Carried.

Report Number **15759** SR2012

KK/
Windsor, Ontario January 24, 2012

A meeting of the **Community Public Art Advisory Committee** is held this day commencing at 3:00 o'clock p.m. in Room 406, 400 City Hall Square East, there being present the following members:

Leisha Nazarewich, Chairperson
Justin Langlois (arrives at 3:06 p.m.)
Dr. Terry Lawrence-Tayler

Delegations in attendance:

Brian Frickey, Jodi Greige and Travis Frickey regarding *Item 5.2*
Marc Taylor, President/CEO Windsor Emancipation Celebration Corp., Kim Elliott, and Lana Talbot regarding *Item 5.3*.

Guest in attendance:

David Hanna

Also present are the following resource personnel:

Mike Clement, Manager, Parks Development
Madelyn Della Valle, Museum Curator
Cathy Masterson, Manager of Cultural Affairs
Karen Kadour, (A) Committee Coordinator

1. CALL TO ORDER

The Chairperson calls the meeting to order at 3:00 o'clock p.m. and the Committee considers the Agenda being Schedule "A" ***attached*** hereto, matters which are dealt with as follows:

2. DECLARATIONS OF CONFLICT

None declared.

3. ADOPTION OF THE MINUTES

Moved by Dr. T. Lawrence-Tayler, seconded by L. Nazarewich,
That the minutes of the Community Public Art Advisory Committee at its meeting held December 6, 2011 **BE ADOPTED** as presented.

Carried.

Moved by Dr. T. Lawrence-Tayler, seconded by L. Nazarewich,
That the minutes of the Community Public Art Advisory Committee - ***Museum Subcommittee*** at its meeting held January 11, 2012 **BE ADOPTED** as presented.
Carried.

5. BUSINESS ITEMS

5.2 Alumni of Mayfair Public School - Placement of Monumental Stone

Brian Frickey is present to request the placement of a monumental stone at the entrance to the park (former site of Mayfair Public School). Travis Frickey and Jodi Greige are also present.

In response to a question asked by the Chairperson regarding a description of the monumental stone, B. Frickey indicates it is a 2,000 lb rock, approximately 4-5 feet high and 3 feet wide.

B. Frickey advises that the inscription of the monumental stone will read:
"Mayfair School, 1928-1971 In memory of alumni past & present".

M. Clement has no issue with the placement of the monumental stone at the park's entrance.

J. Greige states a ceremony will be held when the stone is in place.

Moved by J. Langlois, seconded by Dr. T. Lawrence-Tayler,
That the request by Mr. Brian Frickey, Alumni of Mayfair Public School to erect a monumental stone with the inscription "Mayfair School, 1928-1971 In memory of alumni past & present" to be placed at the entrance to Mayfair Park **BE APPROVED.**
Carried.

5.3 Emancipation Celebration Monument

Marc Taylor, President/CEO Windsor Emancipation Celebration Corp., Kim Elliott and Lana Talbot are present to request the placement of the Emancipation Celebration Monument in Jackson Park proximal to the band shell/parade review stage.

A drawing of the proposed design is distributed and ***attached*** as Appendix "A". K. Elliott reports that the monument will be constructed of granite with two bronze plaques. He states that he will assume the costs to purchase, deliver, install and maintain the monument.

The salient points of discussion relating to the Emancipation Celebration are as follows:

- In 1833, the British Parliament passed an act banning slavery - *Slavery Abolition Act of 1833.*
- As of August 1, 1834, all slaves in the British Empire were emancipated.
- The *Emancipation Proclamation* was issued by Abraham Lincoln on January 1, 1863 during the American Civil War.
- Dr. Martin Luther King came to Canada for the sole purpose of attending the Emancipation Celebration. Rosa Parks and Jesse Owens also attended the Celebration.
- The Celebration is traditionally held on the August 1st weekend

M. Clement states he will visit the band shell site (outside of the gates). He notes that monuments constructed with granite and bronze have lasting longevity.

Moved by J. Langlois, seconded by Dr. T. Lawrence-Tayler,

That the request by the Black Canadian Ethnic Club of Windsor, Corp. and the Windsor Emancipation Celebration Corp. to place a Monument commemorating the Emancipation Celebrations near the band stand in Jackson Park **BE APPROVED,** and further that all costs associated with the purchase, delivery, installation and maintenance to be assumed by the applicant.

Carried.

5.1 Monument Donation in Support of 2013 International Children's Games

No report.

5.4 Sculpture in the Garden at Brentwood

No report.

5.5 Sculpture Donation Requests

(a) Letter from. Saeed Ahmad Kaukab- Veteran's Monument

Moved by J. Langlois, seconded by Dr. T. Lawrence-Tayler,

That the Manager of Cultural Affairs **BE DIRECTED** to send a letter to Saeed Ahmad Kaukab thanking him for his generous offer to donate a monument to honour our Veterans , however, currently there are many existing tributes to the veterans along the waterfront.

Carried.

M. Clement indicates there may be a moratorium on existing monuments along the waterfront. C. Masterson to investigate and to report back.

(b) Letter from Stephen and Kelly Savage - Donation of "The Claim Post" Piece to the Odette Sculpture Garden

C. Masterson states that Stephen and Kelly Savage wish to donate a work by a Canadian artist entitled "The Claim Post" to be placed in the Odette Sculpture Garden. It is noted in the letter that the installation will be completed by the artist.

Moved by J. Langlois, seconded by Dr. T. Lawrence-Tayler,

That the generous donation by Stephen and Kelly Savage of a work by a Canadian artist entitled "The Claim Post" to be placed in the Odette Sculpture Garden **BE APPROVED** subject to the approval of the Executive Director Parks and Facilities and in consultation with the benefactors.

Carried.

5.6 First Draft of the Application Form

A cursory view of the Application Form is made and several amendments are suggested. C. Masterson will e-mail the revised document to the members.

6. BUSINESS ARISING FROM THE MINUTES

Request to Create a Sculptural Piece in Ford City

An e-mail from Erin Fortier dated January 15, 2012 is ***attached*** as Appendix "B" She indicates there is still interest in the Ford City Sculptural Proposal, however, funding has been re-routed to another project.

7. DATE OF NEXT MEETING

The next meeting will be held at the call of the Chair.

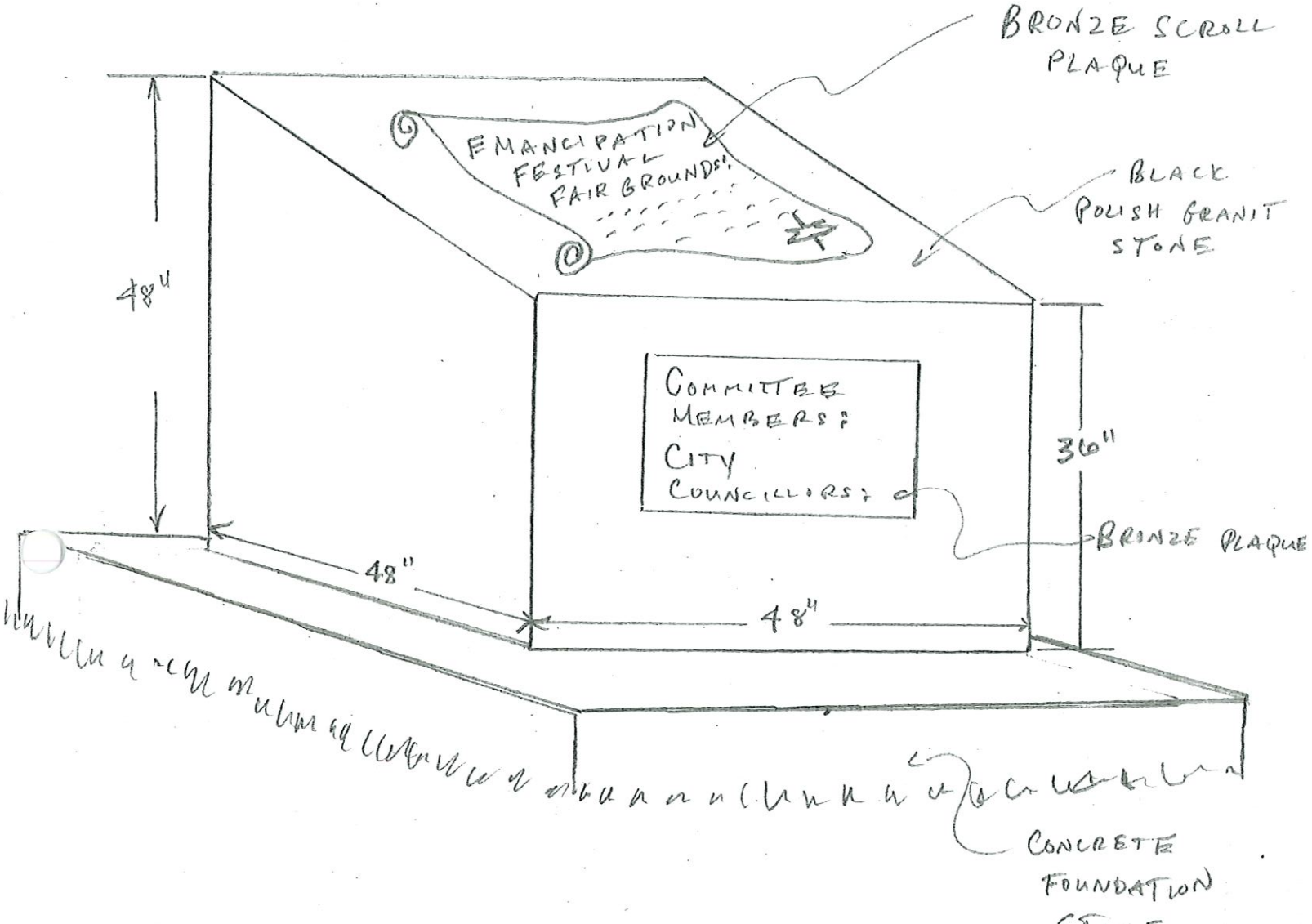
8. ADJOURNMENT

There being no further business, the meeting is adjourned at 4:16 o'clock p.m.

_____
CHAIRPERSON

_____
(A) COMMITTEE COORDINATOR

PROPOSED DESIGN OF THE EMANCIPATION CELEBRATION FESTIVAL MONUMENTS TO BE LOCATED IN JACKSON PROXIMAL TO THE BANDSHELL / PARADE REVIEW STAGE.



PRESENTED TO: The city of Windsor [Community Public Art Advisory Committee]

INITIAL DESIGN BY: MR. KIM D. ELLIOTT

ON BEHALF OF: THE JOINT BLACK CANADIAN ETHIC CLUB (B.C.E.C)
AND
THE WINDSOR EMANCIPATION CELEBRATION CORP (WECC)

DATED: JANUARY 24, 2012

APPENDIX "A"

Committee Matters: SCM 7/2025

Subject: Minutes of the Development Charges Task Force of its meeting held July 29, 2024

Development Charges Task Force

Meeting held July 29, 2024

A meeting of the Development Charges Task Force is held this day commencing at 11:00 o'clock a.m. in Room 204, 350 City Hall Square West, there being present the following members:

Councillor Kieran McKenzie, Chair
Councillor Angelo Marignani
Councillor Ed Sleiman
Councillor Gary Kaschak
Councillor Jim Morrison
John Miller
Evangelo Kalmantis
Tony Rosati
Settimo Vilardi
Frazier Fathers

Hemson Consultants in attendance:

Craig Binning, Project Manager and Courtney King, Senior Analyst

Also present are the following resource personnel:

Tony Ardovini, Deputy Treasurer, Financial Planning
Emilie Dunnigan, Manager Development Review & Financial Administration
Janice Guthrie, Commissioner & City Treasurer
David Simpson, Infrastructure Services
Jelena Payne, Commissioner Economic Development
Wira Vendrasco, City Solicitor
Aaron Farough, Senior Legal Counsel
Karen Kadour, Committee Coordinator

Members of the Technical Working Committee are also present.

1. Call to Order

The Committee Coordinator calls the meeting to order at 11:02 o'clock a.m.

2. Election

The Committee Coordinator calls for nominations from the floor for the position of Chair. Councillor Ed Sleiman nominates Councillor Kieran McKenzie, seconded by

Councillor Gary Kaschak. The Committee Coordinator asks if there are further nominations from the floor for the position of Chair. Seeing none, the Committee Coordinator asks Councillor Kieran McKenzie if he accepts. Councillor Kieran McKenzie accepts and assumes the Chair.

3. Conflict of Interest

None disclosed.

4. Business Items

The Presentation entitled "Development Charges Study, CBC Strategy, Parkland Dedication/Cash-In-Lieu & Related By-laws" is ***attached*** as Appendix "A". Craig Binning, Project Manager provides the salient points of the Presentation as follows:

- **The New Framework for "Growth-Related" Capital** includes the Development Charges Act, the Planning Act: Community Benefits Charges and the Planning Act: Parkland Acquisition
- **What are Development Charges?** Fees imposed on development to fund "growth-related" capital costs
- Development Charges (DCs) pay for new infrastructure and facilities to maintain service levels
- Principle is "growth pays for growth"
- **Tools given to Municipalities to Fund Capital include:**
    - **Growth Funding Tools** - Fund a share of broader cost to expand community infrastructure
    - **Direct Developer Contributions** – Fund costs that would normally be required as part of a subdivision agreement (i.e. internal roads, sidewalks, streetlights, intersections, park elements).
- **Development Charges Act Requirements (DCs)**
- DCs imposed by by-law
- Maximum life of a DC by-law is now 10 years after the day it comes into force.
- Prior to passing a by-law municipality must:
    - Undertake a background study
    - Hold at least one public meeting.
- **Eligible Capital Costs**
    - Costs to acquire and improve land
    - Building and structure costs
    - Rolling stock with a useful life of 7 years or more
    - Furniture and equipment, excluding computer equipment
    - Library materials
    - Interest and financing costs
    - Development related studies

- **DC Legislation has Changed Since 2019**
- Housing Supply Action Plan and subsequent legislation:
    - *Bill 108,* the *More Homes, More Choice Act*
    - *Bill 197, the COVID-19 Economic Recovery Act*
- Report on the Ontario Housing Affordability Taskforce (February 2022)
- June 2022 election mandate:
    - Affordability (house sales/rents are outpacing incomes)
    - Goal of 1.5 million new homes constructed y 2031
- *Bill 23*, the More Homes Built Faster Act
- *Bill 185, Cutting Red Tape to Build More Homes Act*

The Chair asks if there are any questions at this time.

Councillor Angelo Marignani refers to the Affordable Housing Thresholds in Windsor and states that the Affordable Purchase Price (all units) is $301,800 and adds that the average price in the City of Windsor is approximately $525,000. He asks if this is based on new housing coming into the market and the charges that will be applied to them if they reach that price point. Craig Binning responds that the home has to be sold initially at or below that price to get the exemption from the payment of the development charges and there needs to be an agreement that it remains at or below the published affordable rate for a period not less than 25 years.

Frasier Fathers refers to rental thresholds and asks if there is any wiggle room for a municipality to set a higher number and discount a portion of a charge. Craig Binning responds that municipalities always have discretion to implement additional exemptions or discounting and adds there is currently statutory discounting for example, a three bedroom rental will get a 25% discount already.

The Chair advises that in looking at different municipalities and the levels that have been set for affordable housing, are there municipalities that might be having greater success with raising those opportunities for incentives through some of these discounts and where they are actually seeing the private sector get into the affordable space. Craig Binning responds that there are a number of municipalities that have gone with more comprehensive programs either through a CIP or other mechanisms that look at the delivery of affordable housing and collectively with the private sector that involves not just exemption discounts but also looking at tax increment financing together with planning objectives, land issues. He adds those tend to be more successful when part of a whole comprehensive package.

Councillor Ed Sleiman expresses concern that municipalities compete for investment in housing and asks if there is a limit or incentives in terms of the development charges. Craig Binning responds that they will look at the Development Charges Act and will establish the rates that are consistent with the provisions of the legislation. There is no requirement for a municipality to use development charges at all. The municipality

can choose not to levy the charge or can choose to discount the charge, however there are consequences associated with that.

Councillor Gary Kaschak refers to the rates in the affordable thresholds which are low at this time and asks if this is amended in six months or yearly; does it go to the 30% of gross income and asks how is this calculated. Craig Binning responds that there are very detailed tables that support these numbers but there is no indication on the frequency when the numbers will be updated.

Settimo Vilardi asks for clarification on the affordable purchase price (all units) of $301,800 and states that this means that a unit is built for that amount and are then exempt from the development charge, but if the house is being resold within a 25 year period, do they have to resell it at that rate in order to avoid paying development charges and if they do not, they have to pay the development charges retroactively. Craig Binning responds that the affordable test will be by year. By the 10th year, presumably the house will not be at $301,800 but at $350,000 or $400,000, whatever the current published affordable rate is for the City of Windsor.

Craig Binning continues with the Development Charges Presentation as follows:

- **Overview of what do development charges fund in the City of Windsor** – City-Wide Residential Charges per Unit and City-Wide Non-Residential Charges per Square Metre.
- **Sandwich South Fiscal Impact Analysis** – Hemson currently working with the city on a fiscal impact analysis of two of the Sandwich South secondary plan areas:
    - East Pelton
    - County Road 42
- **Development Charges Study Process**
- **Step 1 – Development Forecast**
    - Forecast amount, type and location of development
    - Establish areas to which DCs apply (municipal-wide-/area specific)
    - Establish planning period(s)
    - Types of Development – Residential and Non-residential
- **Step 2 -Historical Services Level Analysis**
    - Cannot use DCs to increase level of service above 15-year historical average
    - Average service level sets limit on eligible DC funding or “maximum allowable funding envelope”.
    - Both quantity and quality of service must be considered.
    - Typically, no service level limitation for water and sewer.
- **Step 3- Development Related Capital Program**
    - Future capital costs must be identified through budget.
    - Council must express intent to undertake capital works
    - Costs must be reduced by:
        - Grants, subsides and contributions
        - Benefits test (benefit to existing; replacement
        - Uncommitted DC reserve funds

- “ Post-period” benefit

- **What Should be Included in the Capital Program**
- Tie-in with **capital forecast and master plans**
  - Water and Wastewater Master Plan
  - Transportation Master Plan/Roads Needs Study
  - Parks & Recreation Master Plan
  - Library Master Plan
  - Fire Master Plan
- Step 4 – Rate Calculation
- Allocate costs between residential and non-residential sectors
- Calculate charge using cash flow analysis
- Charge typically levied as follows:
  - Residential – per unit-by-unit type
  - Non-residential – per square foot of gross floor area
- Step 5 – Asset Management Plan & Impacts
  - Long term capital and operating impact analysis
  - Background Study must include an Asset Management Plan (AMP)
  - Deals with all assets that are proposed to be funded in whole or part by DCs
  - Demonstrates that all assets are “financially sustainable’ over their useful life
- **Key Steps in Passing a DC By-law**
- Release background study 60 days prior to by-law passage (including on website)
- Advertise public meeting
- Release DC study and proposed by-law
- Hold statutory public meeting
- Receive feedback and amend proposed changes and by-law if warranted
- Determine if additional public meeting is required
- By-law passage
- **Current DC By-law Policies**
- Statutory and Discretional Exemptions

A question and answer session is held.

Councillor Ed Sleiman asks as it relates to development charges for industrial, commercial and residential, can the City utilize the funds collected for development charges to build parks, or for another use. Craig Binning responds that under the Development Charges Act, there are very strict rules about the collections and the reserves of development charge monies. Monies can only be spent for the purposes for which they were collected and effectively a development charge reserve needs to be established for each service. For example, if there is a library development charge, a portion of the reserve is restricted to only funding library infrastructure. You cannot use library money to pay for parks and you cannot use parks money to pay for roads as they

are all segmented into silos and the City has to report back annually on the reserve in terms of what has been collected and what has been spent for each service.

Councillor Angelo Marignani refers to the exemption of infill noted on page 29 of the Presentation and asks for further clarification on why we would reconsider that charge. Craig Binning responds that he did not suggest that it be discontinued as in the past they have been directed to look at it again and report back on it to make sure that the delineation is correct and is still achieving the objectives of Council.

Councillor Angelo Marignani asks for the number of projects that are currently being constructed with Community Incentive Programs being put forward that possibly could be challenging our infrastructure once completed. Tony Ardovini responds that he will report back on this matter.

Frasier Fathers asks in terms of the growth and development forecast is there space for sensitivity analysis in the projections. Craig Binning responds that they will report back with the projections but ultimately, they will pick a forecast to do the rate calculations.

The Chair advises that the colleges and universities are currently now included in the Statutory exemptions and assumes that the municipality can no longer collect any DCs from those institutions. Craig Binning responds that the exemption is not in the *Development Charges Act*, but is now in the *College and Universities Act.*

In response to a question asked by Tony Rosati regarding how does the City of Windsor compare with the last forecast, Craig Binning responds that he will report back.

The Chair notes that the lack of requirement once development charges have been collected for a particular project for those funds to be dedicated specifically to the area in which the development is actually occurring. He refers to the example of a sanitary sewer geographically far downstream from where the development is actually occurring but need to increase capacity as a result of the development that is happening. But in other instances where one cannot make that impact argument, is it in the legislation, or are there municipalities that have any policy framework around a requirement to invest the DCs in the places that are directly impacted by a development going forward. Craig Binning responds that he is not aware of this policy framework for a municipality that employs a municipal wide charge and has not seen a policy that directs the spending of that money in a more localized geographic area based on the collection.

The Chair asks about Sandwich South as it is a specific area, so if the city is collecting DCs for that area and it has a specific charge attached to it, he questions if that has a geographic component to it. Craig Binning responds that those monies can only be spent in that area collected under those charges.

Frazier Fathers asks how finite could we make those boundary adjustments even; if we chopped the city up into ten wards and each ward has its own development charge

section, there would be challenges with that but would allow in theory a much more microlevel of costing of the charge based on the service needs. For example, if a developer is building in Ward 2, and you are trying to build a lower cost home, you could charge related to your neighbourhood and not being dragged up by an average of a larger South Windsor home. Craig Binning responds that legislation wants them to look at area rating and adds that part of the difficulty comes with something like roads and the Transportation Network which is a complete network that allows for the flow of people across the city. For example, in Ward 2 there may not be as much road infrastructure needed, however, those people are still going to leave and go to other parts of the city for education, places of employment, etc. so they are contributing to the overall road infrastructure need.

John Miller asks if any of the new rates take into account the *Excessive Soil Act* (removing soil on site which places more cost on the developer) and questions how does that affect the development charges fees. Craig Binning does not see how this can be incorporated into the development charge rate calculation and will put this under policy issues review and will report back with some analysis on this matter.

Craig Binning continues with the Development Charges Presentation as follows:

- **Planning Act: Community Benefits Charges (CBCs)**
- Height/density “bonusing” under s.37 of Planning Act now gone
- Replaced by CBC for growth-related capital -can overlap with DCs
- In-kind contributions permitted
- Can only be levied against higher density development
- 5 or more storeys, and 10 or mor residential units
- Regulation sets cap at 4% of land value the day before a building permit is issued
- **What Can CBC’s Fund?**
- More flexible than DCs, can recover any “growth related” capital cost
- Parking
- Studies
- Parkland development
- Active transportation
- Eligible DC services
- Parkland acquisition
- Other services (Public Art & Culture, Affordable housing etc.
- **CBC Implementation and Administration**
- Requirements of CBC By-law adoption process:
- Consultation required but no defined
- Only one CBC By-law allowed
- Notice of passage
- Right of appeal to OLT
- **Administration and Reporting**
- Must establish CBC “special account” (reserve fund)

- In each calendar year, a municipality shall spend or allocate at least 60% of the monies that are in the special account at the beginning of the year
- List of (at least 3) appraisers under agreement with the municipality must be maintained. Annual report showing opening and closing balances of special account and all transactions.

A question and answer session is held.

Evangelo Kalmantis expresses concern regarding parking as part of a dwelling unit and suggests in tandem with the study to look at what goes into a dwelling or a townhouse in order to create efficiencies to reduce parking minimums (or the requirement for parking). Councillor Jim Morrison responds that the parking issue is discussed at the Development and Heritage Standing Committee primarily when rezonings are being done. He adds that the Planning Department will work with any developer as it relates to affordable housing.

Settimo Vilardi asks if there will be exemptions related to climate energy retrofits and development that reduces load on municipal systems, thereby reducing their development charges. Craig Binning responds that the City of Toronto has a Green Building Program Exemption and adds that he will report back.

Frazier Fathers alludes to the Development Charges in Windsor table on page 16 of the Presentation and asks that it be broken out individually to include 1 – 2 bedrooms, 3 -4 bedrooms, single detached homes, other multiple dwelling units to be able to see the projections. Craig Binning advises he is not aware of any jurisdiction where the single detached are broken down by size.

Councillor Ed Sleiman comments on the cost of traffic calming and asks if it can be included for cost recovery. Craig Binning responds that there are studies that include a broad traffic management provision which can include traffic calming measures. He adds he will report back on this matter.

5. Next Steps

The Chair advises that an update of the following subject matters will be provided at the next meeting:

- Calculated DC Rates
- Projection analysis
- Future growth and Economic Development
- Disincentivizing investment projections
- Raising development charges for residential
- Projections that will happen if move one way or another
- Potential industrial investment

Craig Binning remarks that their retainer does not include a formal quantification of changes in the growth funding tool rates on development. In terms of the City of Windsor, this is not built into their workplan.

The Chair asks if there will be comparators to comparable municipalities at the different rates and even regional municipalities as well, as would like to see what is going on in Essex County, what is happening in South Western Ontario and the Provincial average as well. Craig Binning responds that a wide range of comparables will be provided from other single tier cities, and, there will be geographic comparisons with similar cities including the City of Ottawa, Hamilton and London.

The Chair asks what is the extent to which Administration might offer insight or analysis with respect to where we could land in the spectrum of options that are presented to the Task Force through the process and what those impacts might be. Tony Ardovini responds that they will be able to provide the calculation of the maximum DC charges required to recover the growth related infrastructure costs, along with any revenue that will need to be recovered through property taxes and utility charges should the maximum calculated DC rates not be recommended.

6. Date of Next Meeting

The next meeting will be held on a date and time to be determined in October 2024.

7. Adjournment

There being no further business, the meeting is adjourned at 12:40 o’clock p.m.

DC Task Force Meeting #1

Development Charges Study, CBC Strategy, Parkland Dedication/Cash-In-Lieu & Related By-Laws





CITY OF WINDSOR – DC Task Force
July 29, 2024

Today we will discuss…

- Development Charges 101
- DC Legislation
  - Development Charges Act
  - Bill 108, 138, 197, 23, and 185
- Development Charges in Windsor
- Study Process
- Policy Considerations
- CBC Study Update
- Next Steps

New Framework for “Growth-Related” Capital



Development Charges Act (DCs)

- Used to fund initial round of growth-related capital infrastructure
- Prescribed list of eligible services
- Certain “soft” services removed from list (e.g. parking, cemeteries, airports, affordable housing, studies)
- No more 10% discount for soft services



Planning Act: Community Benefits Charges (CBCs)

- Initial round of capital, can overlap with DCs
- In-kind contributions permitted
- Capped at 4% of land value
- Imposed only on development with 5 or more storeys & 10 or more housing units
- Only local municipalities can charge



Planning Act: Parkland Acquisition

- Parkland acquisition
- Standard rate of 5% for residential and 2% for non-residential
- Alternative, higher rate may apply based on units/ha – new rules which “cap” the amount conveyed or collected
- Cash In Lieu permitted

All tools are appealable to OLT (with conditions)

Development Charges 101

What Are Development Charges?

- Fees imposed on development to fund “growth-related” capital costs
- DCs pay for new infrastructure and facilities to maintain service levels
- Principle is “growth pays for growth”

Tools Given to Municipalities to Fund Capital



Growth Funding Tools

- Funds a share of broader cost to expand community infrastructure
- DCs; community benefits charges; parkland dedication/cash-in-lieu

Direct Developer Contributions

- Fund costs that would normally be required as part of a subdivision agreement (i.e., internal roads, sidewalks, streetlights, intersections, park elements)

Property Taxes

- Statutory and non-statutory reductions on DCs
- Long-term repair and replacement of municipal infrastructure (as well as operating costs)

Development Charges Act Requirements (DCs)

- DCs imposed by by-law
- Maximum life of a DC by-law is now 10 years after the day it comes into force
- Prior to passing a by-law municipality must:
  - Undertake a background study
  - Hold at least one public meeting
- Appeals adjudicated at OLT

Eligible Capital Costs



- Costs to acquire and improve land (including leasehold interests)
- Building and structure costs
- Rolling stock with a useful life of 7 years or more
- Furniture and equipment, excluding computer equipment
- Library materials
- Interest and financing costs
- Development related studies (including EA, DC Studies etc.)

Development Charge Legislation

DC Legislation has Changed Since 2019

- Housing Supply Action Plan and subsequent legislation:
  - Bill 108, the *More Homes, More Choice Act*
  - Bill 197, the *COVID-19 Economic Recovery Act*
- Report on the Ontario Housing Affordability Taskforce (February 2022)
- June 2022 election mandate:
  - Affordability (house sales/rents are outpacing incomes)
  - Goal of 1.5 million new homes constructed by 2031
- Bill 23, *the More Homes Built Faster Act*
- Bill 185, *Cutting Red Tape to Build More Homes Act*

Bill 23: Changes to the *Development Charges Act*



New exemptions:

Additional units in existing rental housing

Residential intensification in existing units

Non-profit housing (defined by legislation)

Affordable housing (defined by legislation and regulation)

Inclusionary zoning (must be affordable and if applicable)



New discounts:

Rental housing development (4+ units) based on number of bedrooms

Bill 185: *Cutting Red Tape to Build More Homes Act*

DC provisions

- Removed mandatory 5-year phase-in
- “Growth-related studies” reintroduced as DC-eligible costs
- Reduced frozen DC rate period (2 years to 18 months from approval)
- New notice requirements (allows digital options where local newspapers unavailable)

DC exemptions for affordable and attainable housing

- Affordable exemptions effective June 1, 2024
- No mention of attainable exemption

Affordable Housing Exemptions – Definitions

- **Rental** – rent no greater than lesser of
  - Income-based affordable rent = 30% of the household income "that, in the Minister's opinion, is at the 60th percentile of gross annual incomes for renter households in the applicable local municipality"
  - Average market rent

- **Ownership** – price no greater than lesser of
  - Income-based affordable purchase price = price that would result in annual accommodation costs of 30% of the household income "that, in the Minister's opinion, is at the 60th percentile of gross annual incomes for households in the applicable local municipality"
  - 90% of average purchase price

- Rental/sales agreements must be at arm's length per s.251 of the *Income Tax Act*

Affordable Residential Units Bulletin Sets Criteria

- Published by the Minister and amended “from time to time”
  - https://www.ontario.ca/page/municipal-development-and-community-benefits-charges-and-parklands#section-4
- Income-based thresholds
  - 2021 Census data, inflation-adjusted to 2023
  - Assume 5% down payment, 25-year amortization, 5-year fixed mortgage rate, 0.125% house value/month property taxes and 4.0% mortgage insurance premium
- Market-based purchase prices are Ministry estimates based on unspecified sales data
- Market-based rent based on CHMC Rental Market Survey
- Where data is unavailable at local level, values are substituted based on upper-tier/census division/regional data

Affordable Housing Thresholds in Windsor	
Affordable Purchase Price (all units)	$301,800
Affordable Monthly Rent (Bachelor)	$841
Affordable Monthly Rent (1 Bed)	$1,042
Affordable Monthly Rent (2 Bed)	$1,227
Affordable Monthly Rent (3+ Bed)	$1,273

Development Charges in Windsor

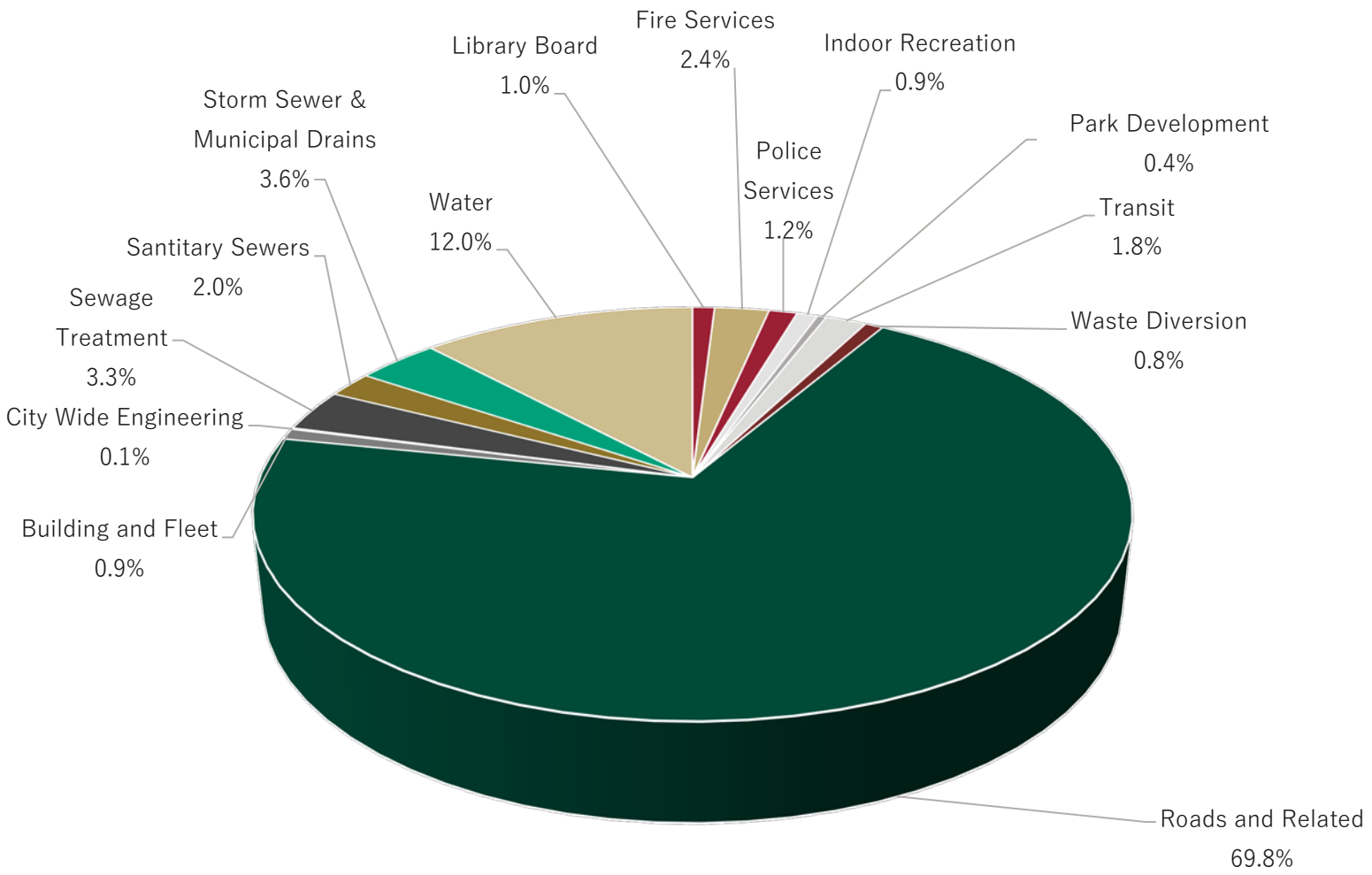
Services Applicable in City of Windsor

Municipal-Wide	Area-Specific	Other Available & Not Applicable Services
General Services ▪ Library Board ▪ Fire Services ▪ Police Services ▪ Indoor Recreation ▪ Park Development ▪ Transit ▪ Waste Diversion ▪ General Government (re-eligible) **Engineering Services** ▪ Roads and Related ▪ Building and Fleet ▪ Sewage Treatment ▪ Sanitary Sewers ▪ Storm Sewer & Municipal Drains ▪ Water	Services: ▪ Roads and Related ▪ Sanitary Sewers ▪ Storm Sewer & Municipal Drains ▪ Water Benefiting Areas: ▪ Sandwich South	Other Available ▪ Services related to emergency preparedness ▪ Public Health ▪ Child Care ▪ By-law enforcement and court services Not Applicable ▪ Electrical Power Services ▪ Toronto-York Subway Extension ▪ Yonge North Subway Extension ▪ Services related to airports, but only in the Regional Municipality of Waterloo

Development Charges in Windsor

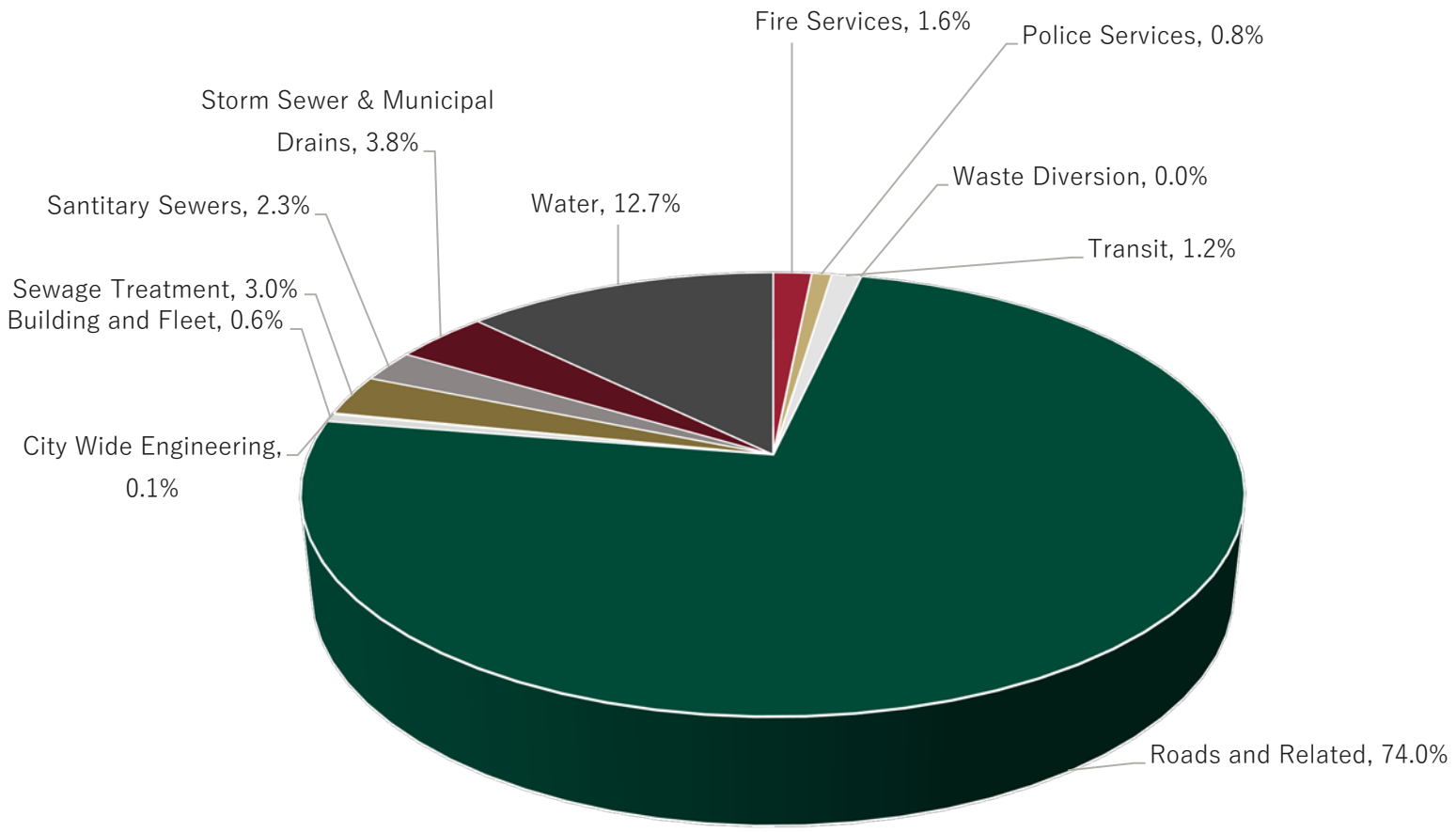
Planning Area	Residential Charge per Unit			Non-Residential Charge per Square Metre	
	Single Detached	Semis, Rows & Other Multiples	Apartments	Industrial	Non-Industrial
City-wide	$41,386	$23,269	$19,152	$0.00	$199.29
Sandwich South	$64,880	$36,479	$30,024	$0.00	$288.41

What Do DCs Fund in Windsor?



City-Wide Residential Charges Per Unit
Single Detached **$41,386**
Semis, Rows & Other Multiples **$23,269**
Apartments **$19,152**

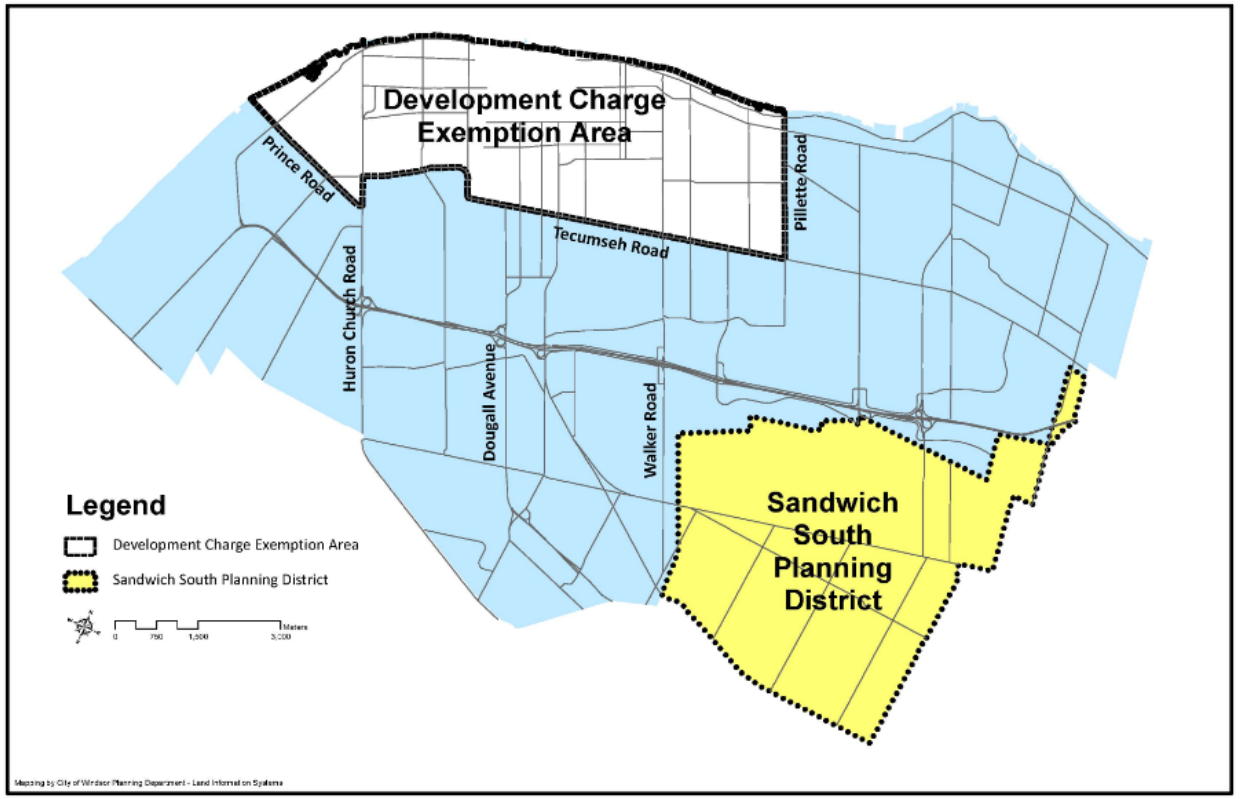
What Do DCs Fund in Windsor?



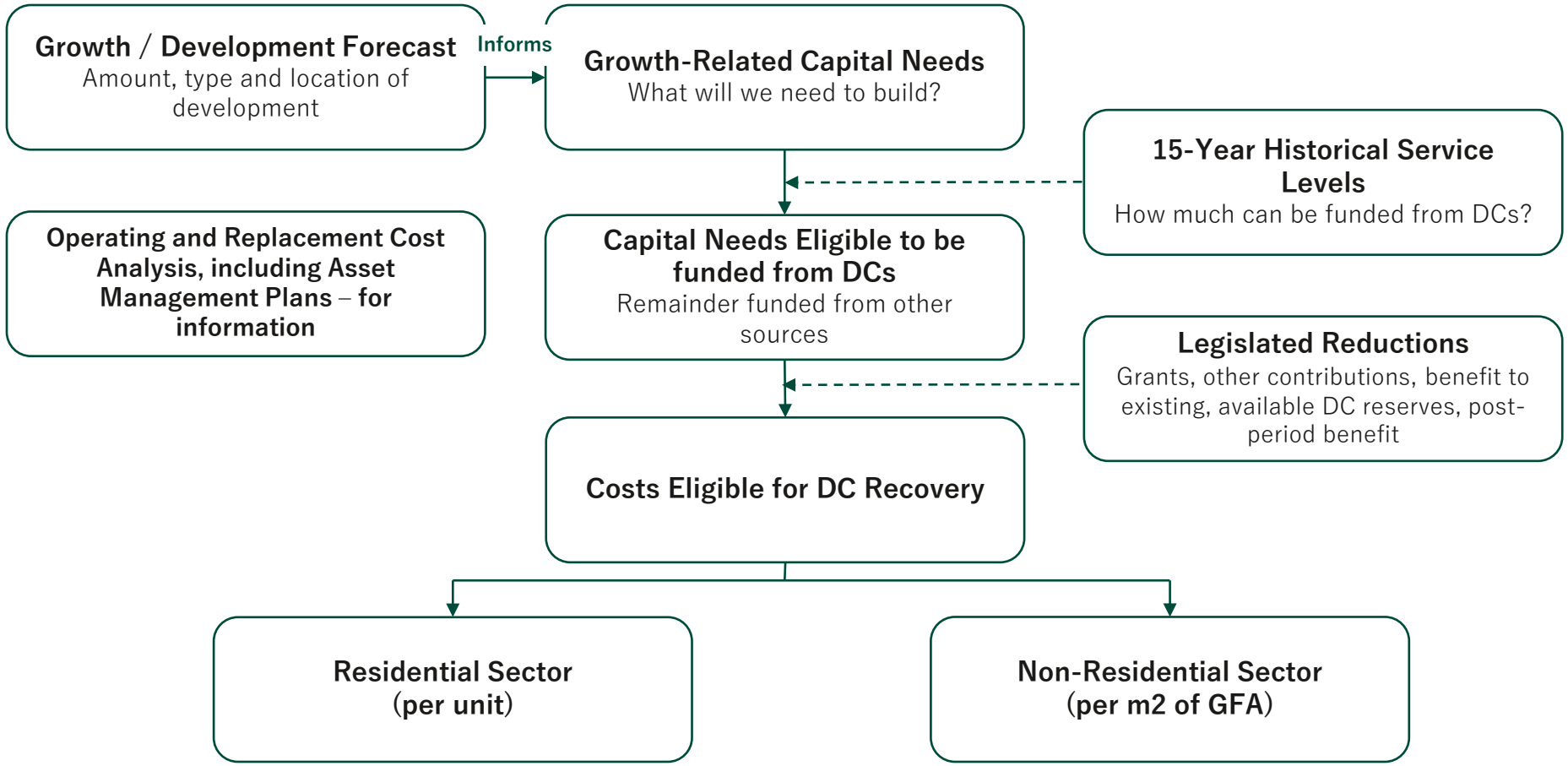
City-Wide Non-Residential Charge Per Square Metre
Industrial **$0.00**
Non-Industrial **$199.29**

Sandwich South Fiscal Impact Analysis

- Hemson currently working with City on a fiscal impact analysis of two of the Sandwich South secondary plan areas:
  - East Pelton
  - County Road 42
- The analysis contains a review of the necessary capital works and estimate of DC rate impacts – intended to inform this DC Study update.



Development Charges Study Process



Step 1 – Development Forecast



- **Forecast amount, type and location of development**
- **Establish areas to which DCs apply (municipal-wide/area-specific)**
  - Review with staff/council
  - Area rating must be considered
- **Establish planning period(s)**
- **Types of development**
  - Residential: population and housing by type
  - Non-residential: employment and non-residential floor space

Step 2 – Historical Service Level Analysis

- Cannot use DCs to increase level of service above 15-year historical average (on service-by-service basis)
- Average service level sets limit on eligible DC funding or "maximum allowable funding envelope"
- Both quantity and quality of service must be considered
  - "Quality" measure must be replacement cost
- Typically, no service level limitation for water and sewer

Step 3 – Development Related Capital Program

- **Future capital costs must be identified through budget, Master Plan etc.**
- **Council must express intent to undertake capital works**
- **Costs must be reduced by**
  - Grants, subsidies & contributions
  - Benefits test (benefit to existing; replacement)
  - Uncommitted DC reserve funds
  - “Post-period” benefit

What Should be Included in the Capital Program?

- Tie-in with **capital forecast** and **master plans**
  - Water & Wastewater Master Plan,
  - Transportation Master Plan / Roads Needs Study,
  - Parks & Recreation Master Plan,
  - Library Master Plan,
  - Fire Master Plan, etc.
- Projects that benefit development and/or expands the City's servicing capacity
- "Development-related" debt or negative DC reserve fund balances



Step 4 – Rate Calculation

- Allocate costs between residential and non-residential sectors
- Calculate charge using cash flow analysis
- Charge typically levied as follows:
  - Residential – per unit-by-unit type
  - Non-residential – per square foot of gross floor area

Step 5 – Asset Management Plan and Impacts

- Long term capital and operating impact analysis

- Background Study must include an Asset Management Plan (AMP) that
  - Deals with all assets that are proposed to be funded in whole or in part by DCs
  - Demonstrates that all assets are “financially sustainable” over their useful life

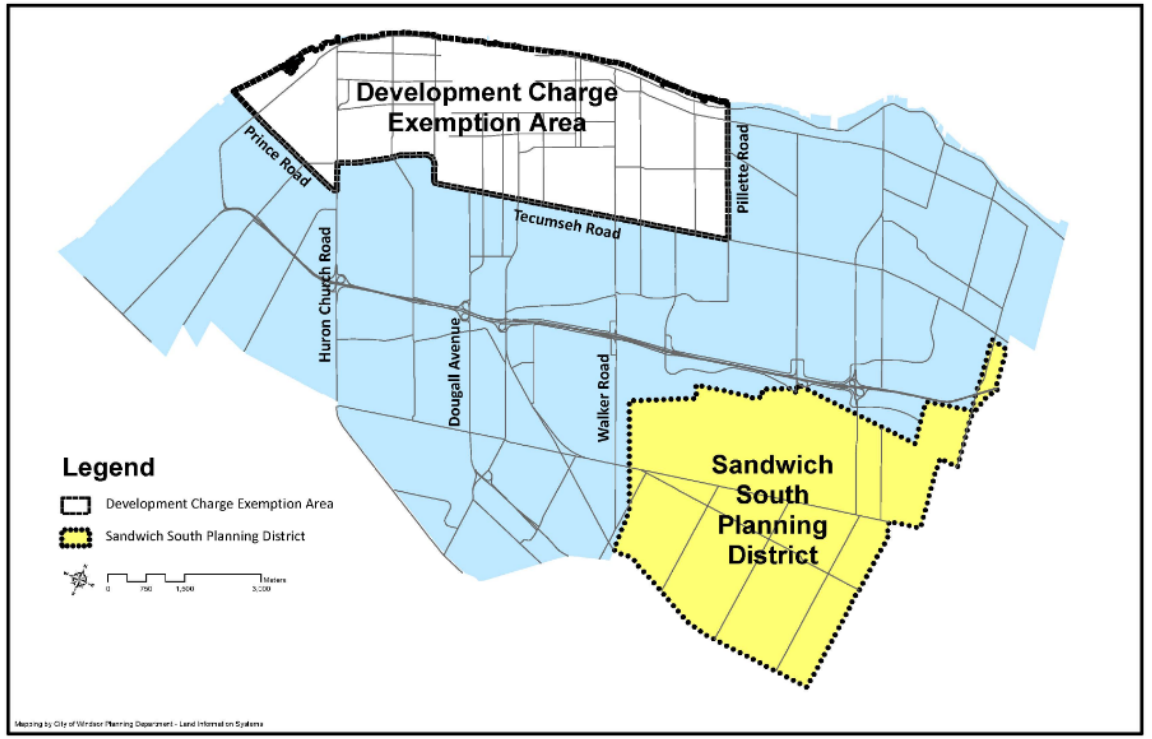
Key Steps in Passing a DC By-law

- Release background study 60 days prior to by-law passage (including on website)
- Advertise public meeting
- Release DC study and proposed by-law
- Hold statutory public meeting
- Receive feedback and amend proposed charges and by-law if warranted
- Determine if additional public meeting is required
- By-law passage

Current DC By-law Policies

- Statutory exemptions
  - Land owned and used by City and school boards
  - Enlargement of existing residential dwelling and creation of additional dwelling per *O.Reg. 82/89*
  - Enlargement of existing industrial development (by 50% or less)

- Discretionary exemptions
  - Enlargement of existing dwelling unit
  - Creation of two additional dwelling units
  - Conversion of existing buildings from a commercial, institutional or industrial use to a residential use
  - Parking garage or portions of development devoted to parking
  - Industrial use
  - Colleges and universities
  - Brownfield redevelopment (partial – max. 60%)
  - Infill development (in DC exemption area)

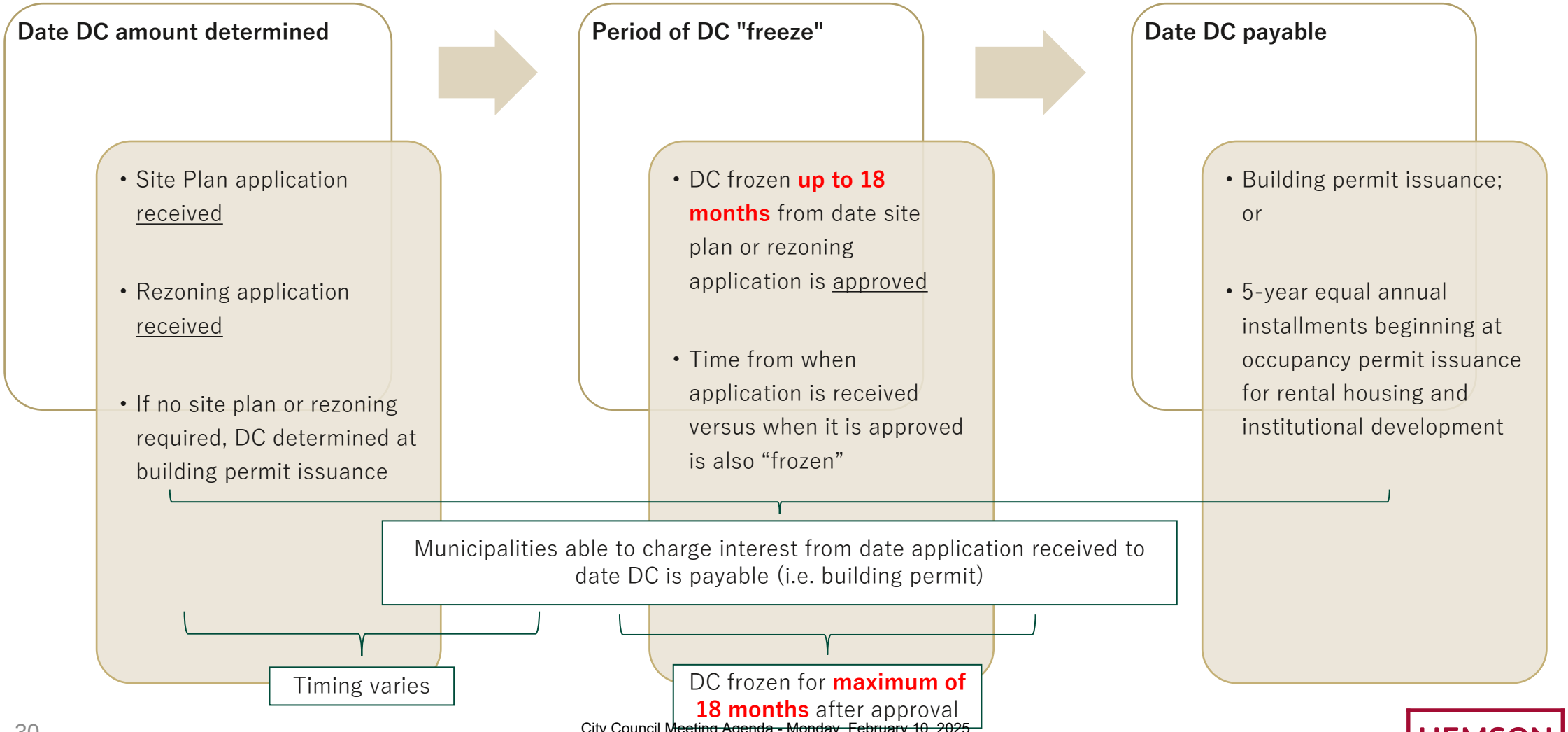


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Development Charge Policy Considerations

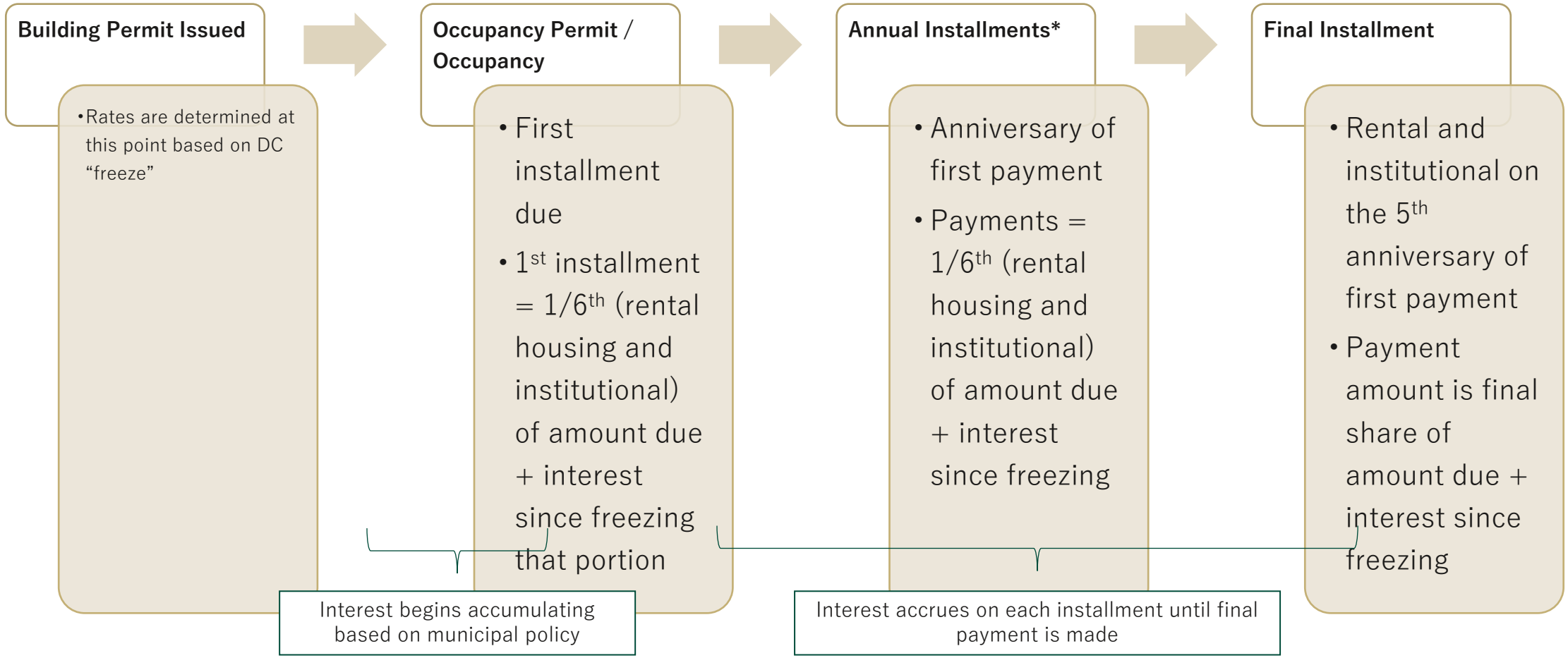
1. Area rating
   - Maintain area-specific approach to engineered services rates for Sandwich South?
2. Review Non-Statutory DC exemptions
   - Exemption for Industrial Development
     - Should it continue?
     - Should it be City-wide?
   - Infill Exemption
     - Should it continue?
     - Review delineation of the exemption area
3. Structure of charge
4. Local services policies & developer costing agreements
5. Annual DC index date
6. Other

Timing of DC Determination and Payment (s. 26.2)



Types of Development Subject to Deferred DCs (s. 26.1)

- s. 26.1 of DCA requires DCs to be paid in installments for **rental housing** and **institutional development**.
  - **Rental housing** and **institutional development** required to pay DCs in equal installments over 6 years

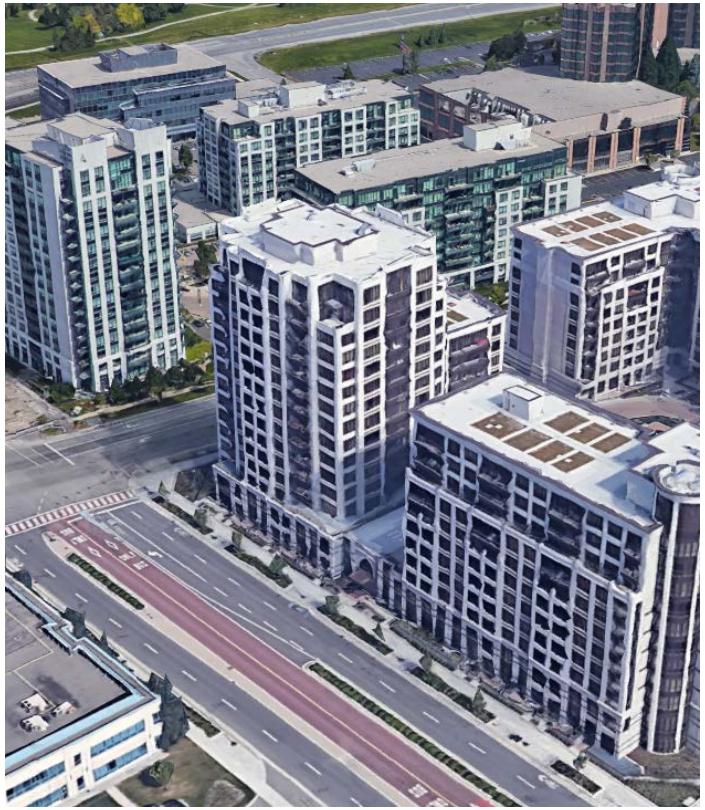


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Community Benefits Charges (CBC) Strategy

Planning Act: Community Benefits Charges (CBCs)

- Height/density “bonusing” under s.37 of Planning Act now gone
- Replaced by CBC for growth-related capital—can overlap with DCs
- In-kind contributions permitted (credits given)
- Can only be levied against higher density development
  - 5 or more storeys, and
  - 10 or more residential units
- Regulation sets cap at **4%** of land value the day before a building permit is issued

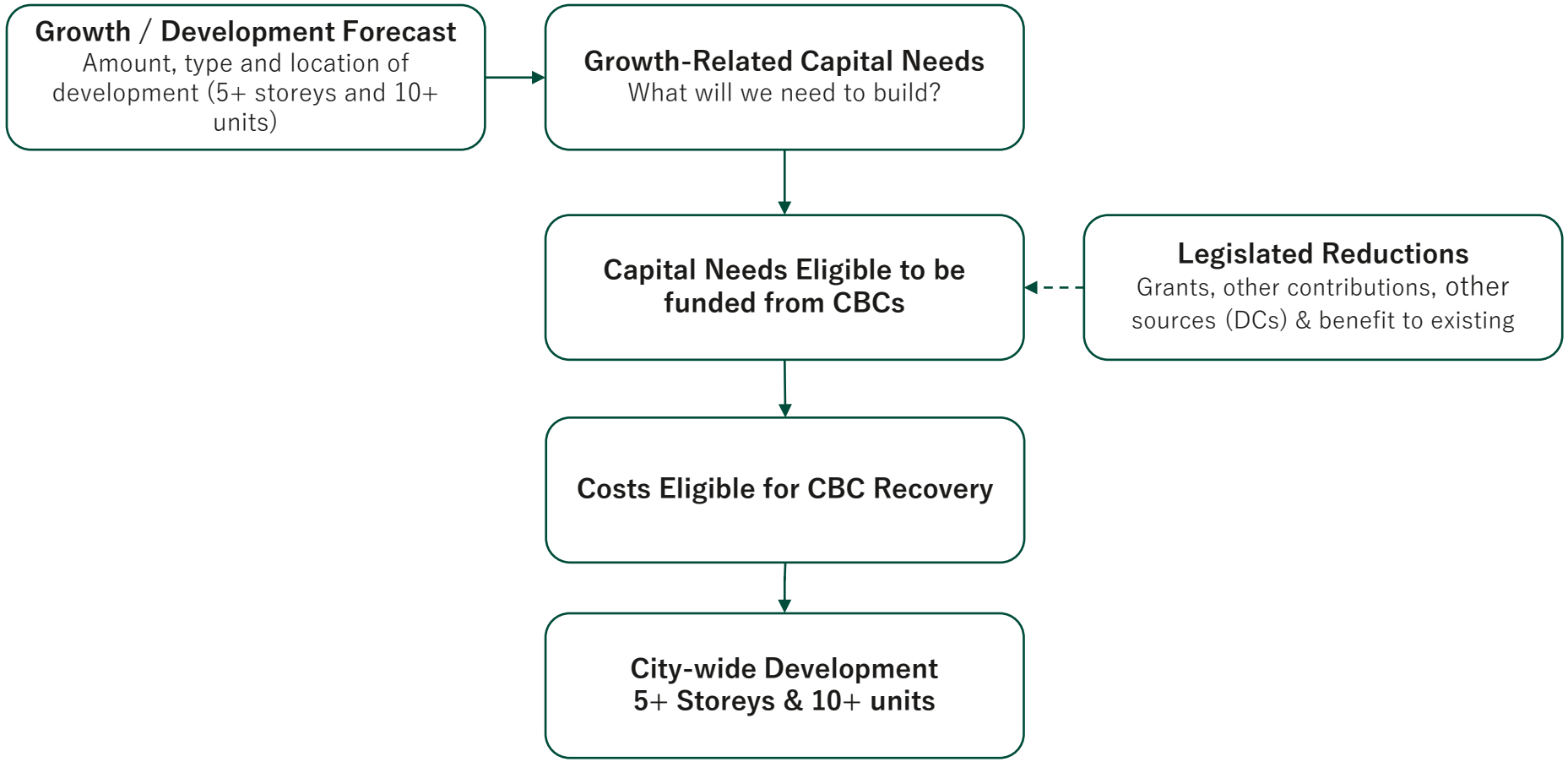


What Can CBCs Fund?

- Can recover any “growth related” capital cost
  - Parking (previously DCs)
  - Studies (previously DCs)
  - Parkland development
  - Active transportation
  - Eligible DC services (no overlap with DCs)
  - Parkland acquisition (no overlap with s.42)
  - Other services (Public Art & Culture, Affordable housing etc.)
  - Service level increases?

- Still requires “nexus tests” between servicing needs and development
  - Community benefits
  - Servicing needs arising from buildings with 5 or more storeys and 10 or more residential units

CBC Strategy Process



CBC Implementation and Administration

- Requirements of CBC By-law adoption process:
  - Consultation required but not defined
  - Only one CBC By-law allowed
  - Notice of passage
  - Right of appeal to OLT

- Administration and Reporting
  - Must establish CBC “special account” (reserve fund)
  - In each calendar year, a municipality shall *spend or allocate* at least 60% of the monies that are in the special account at the beginning of the year
  - List of (at least 3) appraisers under agreement with the municipality must be maintained
  - Annual report showing opening and closing balances of special account and all transactions

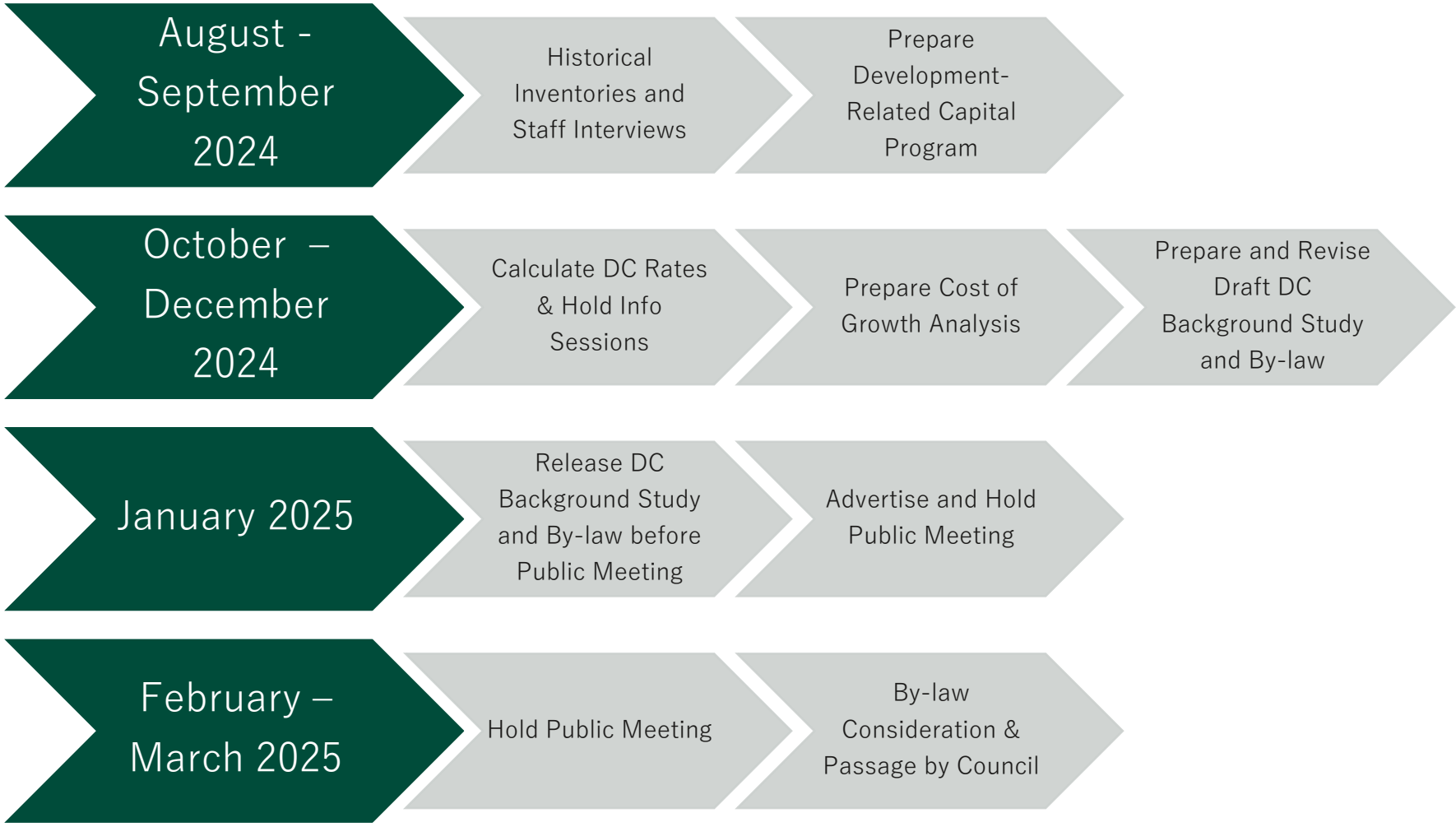
CBC Strategy Capital Program

- Will need to include list of services and projects
- Project includes basic information
  - Description
  - Timing
  - Gross costs and other funding sources (including DC and parkland revenue)
  - Similar to DC Study capital program

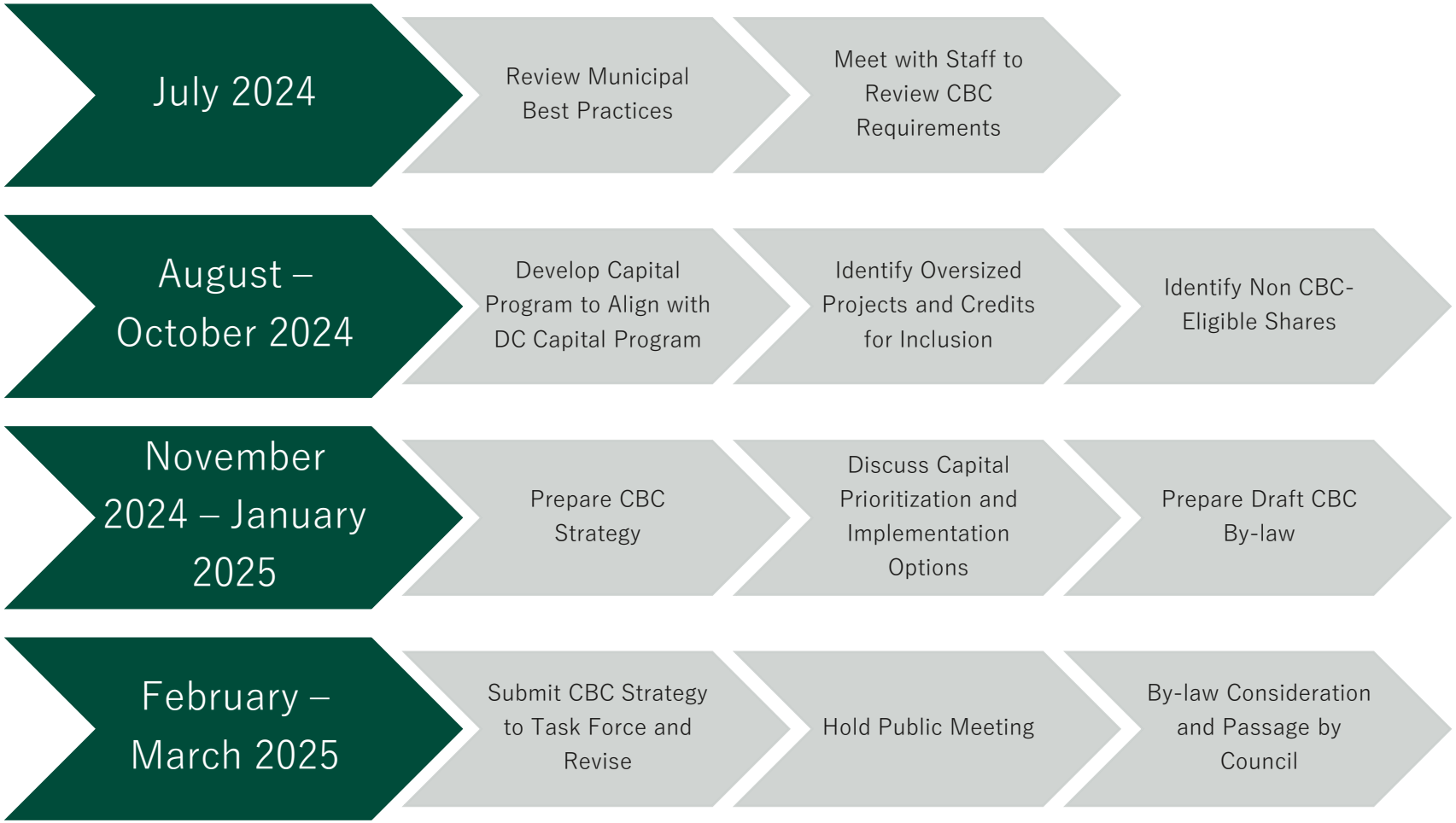
Next Steps

- Individual department meetings
- Develop capital programs
- Calculate draft rates
- Next Task Force meeting: mid-October 2024 (presenting preliminary draft rates)

Proposed DC Project Timeline



Proposed CBC Project Timeline



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Hemson Contacts

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- Bianca Whiffen, Consultant
  - 416-593-5090 ext. 38; bwhiffen@hemson.com

Item No. 12.3

Committee Matters: SCM 5/2025

Subject: Minutes of the Development Charges Task Force of its meeting held November 18, 2024

Development Charges Task Force

Meeting held November 18, 2024

A meeting of the Development Charges Task Force is held this day commencing at 10:00 o'clock p.m. in Room 140, 350 City Hall Square West, there being present the following members:

Councillor Kieran McKenzie, Chair
Councillor Angelo Marignani
Councillor Ed Sleiman
Councillor Gary Kaschak (participates via conference phone)
Councillor Jim Morrison
John Miller
Evangelo Kalmantis
Settino Vilardi
Frazier Fathers

Regrets received from:

Tony Rosati

Hemson Consultants in attendance:

Craig Binning, Project Manger and Courtney King, Senior Analyst

Also present are the following resource personnel:

David Simpson, Commissioner, Infrastructure Services & City Engineer
Jelena Payne, Commissioner, Economic Development
Jen Knights, Windsor Public Library Chief Executive Officer
Tony Ardovini, Deputy Treasurer, Financial Planning
Emilie Dunnigan, Manager, Development Review & Financial Administration
Karen Kadour, Committee Coordinator

Members of the Technical Working Committee are also present.

1. Call to Order

Councillor Kieran McKenzie, Chair calls the meeting to order at 10:01 a.m. and the Task Force considers the Agenda being Schedule A, attached hereto, matters which are dealt with as follows:

2. Declaration of Conflict

None disclosed.

3. Adoption of the Minutes

Moved by Councillor Ed Sleiman, seconded by Councillor Angelo Marignani,

That the minutes of the Development Charges Task Force of its meeting held July 29, 2024 **BE ADOPTED** as presented.

Carried.

4. Business Items

4.1 Draft Development Forecast

Craig Binning, Project Manager advises that preliminary and draft rates will be shared at this meeting. He notes that he will talk about the development forecast itself and how they see the municipality growing over the next 10 to 20 years; will overview the key capital projects (service by service); will share the preliminary rates that will be compared with other jurisdictions both geographically close by and municipalities that they deem to be somewhat similar.

The Presentation entitled Development Charges Task Force Meeting #2 – Development Charges Background Study: Draft Calculated Rates" is ***attached*** as Appendix "A" Craig Binning provides an overview of the Presentation as follows:

- ***Historical development in Windsor*:**
- The City has experienced strong population and employment growth since 2009. The difference in the rate of population and household growth relates to the changes in occupancy.
- ***Historical development in Windsor vs 2020 DC background study forecast:***
- The 2020 DC Study forecast 2,000 building permits between 2020 and 2023
- Actual permits based on CMHC data shows 2,700 permits issued between 2020 and 2023
- ***Preliminary development forecasts:***
- Forecast of City-wide population, household and employment to 2041
- Forecast based on recent Statistics Canada data, CMHC data and Hemson analysis
- Sandwich South area – specific forecast to 2041
- Aligns with recent fiscal impact analysis done for Sandwich South
- ***City-wide development forecast and Sandwich South forecast***:

- Residential and Non-residential statistics noted on pages 7 and 8 of the Presentation
- Growth-related Capital Programs:
- Capital costs are adjusted in accordance with DC legislation.
- **Confirmed** grants, subsidies and contributions.
- ***Also included in the Presentation:***
- Library Services, Fire Services, Police Services, Indoor Recreation, Park Development, Transit, Waste Diversion,
- Services related to a highway: Buildings & fleet and City-wide studies and Roads and related, Sewage Treatment, Sanitary Sewer, Storm Sewer & Municipal Drains, Water
- Services related to a Highway: Roads & Related
- Sandwich South – Sanitary sewer, Storm sewer & Municipal Drains, Water
- ***Preliminary calculated City-wide DCs – Residential*** – (noted on page 27)
- Preliminary calculated City-wide DC's – Non-Residential – (noted on page 29)
- Rate Comparison – Single & Semis, Non-Industrial
- ***Policy Considerations:***
- Area rating – Maintain area-specific approach to engineered services rates in Sandwich South
- Existing DC Exemptions
- Consideration of impact of *Excessive Soil Act*
- Energy efficiency/green buildings/potential to provide discounts

A question-and-answer period ensues throughout the Presentation.

Frazier Fathers refers to the dwelling unit forecast and states that the City's housing target is approximately 13,000 until 2031 and asks if that projection is hitting that housing target. Craig Binning responds that the City has issued some of the permits related to reaching that housing target. He adds that the way that the province is measuring achieving that housing target includes long term care homes beds which is not part of this forecast.

Settimo Vilardi comments relating to the person per unit (PPU) assumptions and notes that the trend is that the intensification for singles and semis has decreased and is slightly increasing for apartment units. Craig Binning responds that relationship ultimately on the residential side, is calculated as a charge per capita and then the charges levied by the type of unit and is done by a function of these PPU's. He adds if the shift is lower PPU's for one unit and higher for another, it shifts the burden of the funding. Settimo Vilardi states that we are assuming that apartments are where the lower income people reside but will charge more development charges on that group.

The Chair questions if there is another way to tie that analysis together with access to services. For example, there is intensification happening in South Windsor because it is close to St. Clair College and is a certain type of intensification that is different that what is traditionally happening, i.e. apartment and multi-residential dwellings units which are

being constructed in greater number than ever before. He adds there is a concern around having the charges at such a level where a greater amount of financial burden is being placed on units that could potentially be more affordable units. Is there a way to be more strategic regarding why types of units are going to be built in certain parts of the city and adds perhaps the development charge should be more reflective of what we forecast happening, i.e. more multi-residential will be built in that corridor versus some other parts of the city. We want to encourage more lower input costs to allow for more attainable housing.

Craig Binning advises that the difficulty is the *Development Charges Act* itself is not conducive to being an incentive tool and must be grounded in some differential of the cost and the demand for services. He states they could talk about some measures through community improvement plans; that becomes a more comprehensive tool for dealing with a suite of incentives to encourage for different types of development built on certain areas. However, there is a revenue and funding consequence to that.

Frasier Fathers asks where income comes to play as the price of a single unit has risen significantly in Windsor for a single-family unit while incomes have been stagnant. People cannot afford to get out of an apartment building and buy a semi-detached or single-family home. He questions if income can play a role in this and then can crosstab income by dwelling types and use that as a measure in consideration. Craig Binning responds that the data is based on newly constructed units over the last 10 years (2011 – 2021) and states they cannot introduce household income as a variable in setting development charge rates because that is an ability to pay measure which is counter to the *Development Charges Act.*

David Simpson, Commissioner, Infrastructure Services & City Engineer refers to the Waste Diversion and asks for confirmation that it does not address anything to do with landfill operations. Craig Binning responds that any solid waste collection or disposal is not covered.

In terms of the Storm Sewer & Municipal Drains, Craig Binning advises that this is under continued review with City staff as it is notably greater than in previous studies. The city for the last several years has identified significant storm sewer and municipal drain needs, and they recognize that much of this need is within existing built up areas and areas that will receive further development and redevelopment intensification and meeting servicing needs of other areas where development is occurring.

Councillor Ed Sleiman asks for an explanation of the development charge monies. Craig Binning responds that the development charge monies can only be used for the purposes for which they have been collected. So, anything collected for i.e. Police Services can only be spent on Police Services development related capital needs. If Police Services or Library Services have not fully utilized their monies, it gets netted off the capital program here.

Councillor Angelo Marignani questions if the city's infrastructure budget is based on the development charge forecast, and if so, how does that result in our infrastructure projects. Craig Binning responds that if a municipality where the rate of development is faster than what was done in the background study, normally would collect more development charge monies. It also means that you are advancing projects earlier than you have would otherwise.

Craig Binning refers to the preliminary development charge rates and notes they are continuing to review all the capital and development forecasts. The Residential Rates for the city-wide charge are as follows:

- Single detached unit - current charge is approximately $43,000. The calculated charge is $76,543.
- The semis/rows – current charge is $24,387. The calculated charge is $43,734
- The apartments – current charges if $20,071. The calculated charge is $38,120.
- These increases are being driven by park development, the transit service, increase, the roads, and the storm sewer and municipal drain component.

The Chair asks for an explanation regarding the 35% reduction in library services. Craig Binning responds that it is a very limited capital program.

Councillor Gary Kaschak advises that he made comments at the meeting held July 29, 2024, regarding expanding the Area 1 exemption freeze on the development charges to include Ward 8 and asks if that calculation worked into these development charges – the increase from $43,000 to $76,543. Craig Binning responds that an exemption area does not factor into the calculation of the rates. They calculate it based on all the anticipated development. The decision to provide an exemption from a development charge must be funded from the property tax base and not through shifting the burden to other development.

Craig Binning reviews the Non-Residential charge and adds they do differentiate between industrial and non-industrial. He notes there are increases but proportionately not as great as the residential. The draft Non-Industrial rate increase is 32%.

Craig Binning provides an overview of the Sandwich South development charges. The Chair states as most of the residents are on septic he notes there will be a significant need for infrastructure. Craig Binning responds that this matter has been flagged for review and adds there is a higher amount of development occurring forecasted within those two secondary plan areas.

Craig Binning provides comments on the rate comparison including singles, semis and non-industrial.

Councillor Jim Morrison states that Hemson is doing a study in the County municipalities and asks how quickly the results of that study will be provided. Craig Binning responds he will report back on the timing.

John Miller expresses concern that the cost for a residential home is going up 76% and asks how do people and developers absorb those costs. Craig Binning responds that these are presented as preliminary rates.

Evangelo Kalmantis concurs with the comments made by Mr. Miller and adds that the infrastructure is also deteriorating.

Frasier Fathers asks Council as we are currently reviewing the budget process where do you want this growth pays for growth theory and adds Windsor is in a housing crisis, particularly on the residential side. He notes that a $70,000 charge will be a barrier to development. He asks if there is a model where it is not only a single-family home charge, but also a small single family home charge under 1,500 square feet with a certain charge rate, and a large mansion that is another charge rate could provide those pathways in this model to allow for some strategy and lower costs.

Councillor Jim Morrison asks Administration to elaborate on the Sewer Master Plan. Tony Ardovini advises that the Sewer Master Plan was developed for long-range flooding and part of that was also included a growth component. As these projects are implemented, the storm management system is not only in one area but is integrated city wide. For the targets to be reached for the homes, the infrastructure must be built in many cases. The draft model developed by Hemson is capturing those costs with the theme that development pays for growth. If fully calculated rates are not implemented, they cannot shift the burden to another area; it will have to be funded by existing taxpayers either through the tax levy and/or user fees.

The Chair states the foregoing is true, but there is the housing crisis piece and asks from an administrative standpoint, how does that factor into a recommendation regarding where we need to be. He asks for analysis based on what is being proposed and the impact of what lowering some of these fees would be and how that would change the dynamic of the sharing of those costs. Craig Binning responds that this is slightly outside their area of expertise and scope and adds there are firms that do this work.

Councillor Jim Morrison states that these numbers will allow for the growth-related infrastructure to proceed to support the projections of the estimated growth in the study, especially in the Sandwich South area. Craig Binning responds Sandwich South needs the linear infrastructure for the water, the sewer and the roads to develop the lands. He understands the consequence of those rate increases and the city has always had a good process of having representatives from the construction industry here at the table to talk about those things openly.

Policy Considerations

Craig Binning provides an overview of the following Policy Considerations:

Area rating –Maintain area-specific approach to engineering services rates for Sandwich South. Craig Binning strongly encourages to keep the structure as it is because of the unique servicing costs in the Sandwich South area.

Existing DC Exemptions *– Area 1 and Industrial Development (City-wide & Sandwich South)* Tony Ardovini states that Area 1 is the core exemption area where all DC's are currently exempted. The document entitled "Development Charges Assessed on Building Permits issued in "Area 1" since 2021 is ***attached*** as Appendix "B". He advises that they plotted all the development that has happened in the Area 1 core that was DC exempt. There has been approximately $8.7M in the development charges that were exempt in less than four years.

The Chair suggests that the city should very strongly be considering some other type of measure if we do want a discount and asks what the tool is to accomplish this. Tony Ardovini states whether they reduce the boundary to the downtown core further or to decrease by 50% would be another option. The Chair refers to the development corridor's map and suggests highlighted parts of the city where we want to encourage development and part of that process would have incorporated the assessment of the existing infrastructure in those areas to support whatever intensification would be coming forward.

Councillor Angelo Marignani is concerned there may be a shortfall in revenue that will be required to improve the city's infrastructure. He suggests a more focused area in a part of the city that we want to see this growth. Tony Ardovini responds they are consistent with what they had in the previous four years. Councillor Angelo Marignani asks if the exemption gave the option to developers to do multi-unit residentials as they could avoid the charges on that. Craig Binning responds for some specific projects there were exemptions.

Councillor Jim Morrison advises that the amount of water that comes off a development property is assessed and adds costs outside of the DC charges. They still must do what needs to be done to handle the water. Stacey McGuire, Executive Director, Engineering responds that in many cases the developer installs costly infrastructure on their own property. At some point the city may have to react to heavily developed areas and start adding these sewers to the infrastructure needs over time. David Simpson, Commissioner, Infrastructure Services, & City Engineer states that in addition to the on-site management, they are strategically oversizing a lot of the city's stormwater infrastructure for decades down the road (that is happening in parallel within the Area 1). He notes there will be a tipping point based on a specific geographic area of the city.

Settimo Vilardi leaves the meeting at 11:45 o'clock a.m.

Frasier Fathers refers to a map from the City's Official Plan and remarks that there is a broader coverage than just the downtown core for exemption. This is the map that identified major corridors in these hubs and the purple and orange where in theory

infrastructure is already in place for rapid and significant development. He would prefer to see something that shifts from just the downtown core to something more city-wide and targeted where every ward has a node whether it is development charged exempt or reduced in some way allowing that development not only to be in this central core area but also allowing multiple forms of development to occur in those areas. Where Council has made decisions on intensification, the exemptions could be used as a part of the study to drive that growth into those geographies where there is capacity. Tony Ardovini responds from a cost perspective; any exemption will be picked up by the taxpayers.

The Chair indicates he is not aware of the extent that there was an engineering analysis associated with these development corridors and would like to know the capacity that they have through those places. If a decision is made to go down this “rabbit hole”, it may be more feasible, i.e. taking a different strategic approach to each development one by one.

Tony Ardovini alludes to the Policy on Industrial Exemption and notes that approximately $170Mwas waived in industrial development charges in less than four years ($155M for the Nexstar development and $15M for all other developments). This policy decision to exempt Industrial DC Fees, historically part of the DC Bylaw, should be reviewed going forward in lieu of the high growth projections. Decision will be whether the DC exemption is maintained city-wide and in Sandwich South or whether only City-wide should be considered for exemption

Councillor Jim Morrison expresses concern as it relates to the airport industrial lands and the talk of building roads to the factory, which is currently totally exempt from Industrial DC Fees. Tony Ardovini advises that the calculations for industrial have been done by Hemson. Councillor Jim Morrison remarks that the recommendation will be to not exempt them anymore.

Tony Ardovini states that a question was raised respecting the *Excessive Soil Act* and states any cost from the city’s perspective for a project is included in the study

Craig Binning refers to the Energy efficiency/green buildings and advises that a few municipalities have policies with respect to green development standards. In the City of Toronto, if you meet a set of criteria, you receive a rebate back. He further provides the practices of other municipalities.

Tony Ardovini advises that the money through the exemptions mentioned previously total $8.7M in Area 1 and the industrial exemptions, the largest of which is the battery plant (once in a generational build) total $170M.

John Miller states if there is to be a charge on Industrial DC Fees, he asks to see a chart that identifies where we sit as a municipality as many are fighting for these jobs. Craig Binning advises the chart can be circulated to the members.

5. Next Steps

In terms of next steps, the Chair refers to the Policy Considerations and agrees to maintain the area-specific engineered services rates for Sandwich South. In terms of Area 1 and the DC's on industrial development, the Chair asks if an Administrative report can be provided for the next meeting as the Area 1 model needs to be more strategic and refined to allow to make a recommendation on what is going on in the city, i.e. development plans that they want to encourage.

Councillor Jim Morrison states that they should move forward on the industrial.

The Chair asks if a report can be provided to indicate where we would land relative to peer municipalities. Craig Binning responds affirmatively. He also asks if the slide on the green standard exemptions can be refined in terms of what that would potentially look like in the City of Windsor. Craig Binning responds that they will provide a few recommendations or options.

The Chair refers to the impact on development at what is being proposed in terms of the rate structure itself and how that is forecasted out. He asks if Administration can provide any analysis on what these increases will look like as a development city-wide and investment. Tony Ardovini states in the past the rationale was provided supporting that DC Fee increases were not a large impact on development. The Chair remarks that the industry sector has concerns and there is concern regarding the impact on housing affordability.

Councillor Jim Morrison asks that the process for the implementation of these rates be provided.

Moved by Councillor Angelo Marignani, seconded by Councillor Ed Sleiman,

That the Development Charges Background Study: Draft Calculated Rates **BE RECEIVED**; and,

That the city-wide and area specific calculated rates continue to be refined and that options and recommendations for specific policy decisions outlined below be brought back for the Committee for consideration; and,

That different options be provided relating to Area 1 exceptions; and,

That additional information **BE PROVIDED** relating to industrial exemptions; and further,

That options **BE PROVIDED** relating to green energy and the impact on developers, impact on affordability and implementation options.

Carried.

The Chair requests that a letter be sent to the industry (along with the presentation).

6. Date of Next Meeting

The next meeting will be at the call of the Chair.

7. Adjournment

There being no further business, the meeting is adjourned at 12:17 o’clock p.m.

Item No. 12.4

Committee Matters: SCM 27/2025

Subject: Report No. 4 of the Roseland Board of Directors of its meeting held January 10, 2025

REPORT NO. 4
of the
ROSELAND BOARD OF DIRECTORS
Meeting held January 10, 2025

Present: Councillor Gary Kaschak, Chair
Councillor Fred Francis
Councillor Kieran McKenzie
Gerry Pocock
Bruce Wintemute

The Roseland Board of Directors submits the following recommendation:

Moved by Councillor Fred Francis, seconded by Gerry Pocock,

That City Council and Administration **BE REQUESTED** that the Board of Directors of Roseland Golf & Curling Club **BE CONSULTED** prior to any changes and/or decisions being made on any and all aspects of the Roseland Golf and Little River Golf properties, including but not limited to, development and any other matter that has the potential to affect business operations.

Carried.

NOTIFICATION		
Roseland Board of Directors	On file	

Committee Matters: SCM 354/2024

Subject: Minutes of the Windsor Accessibility Advisory Committee of its meeting held October 17, 2024

Windsor Accessibility Advisory Committee (WAAC)

Meeting held October 17, 2024

A meeting of the Windsor Accessibility Advisory Committee is held this day commencing at 10:00 o'clock a.m. via Zoom video conference, there being present the following members:

Sally Bennett Olczak, Co-Chair
Peter Best, Co-Chair
Danica McPhee
Nicholas Petro
Caleb Ray

Regrets received from:

Councillor Fred Francis
Surendra Bagga
Riccardo Pappini

Also present are the following resource personnel:

Mark Keeler, Accessibility/Diversity Officer
James Chacko, Executive Director Parks
Ian Day, Senior Manager Parking Operations/Traffic
Karen Kadour, Committee Coordinator

1. Call to Order

Sally Bennett Olczak, Co-Chair calls the meeting to order at 10:08 o'clock a.m. and the Committee considers the Agenda being Schedule A attached hereto, matters which are dealt with as follows:

2. Declaration of Conflict

None disclosed.

3. Adoption of the Minutes

Moved by Danica McPhee, seconded by Nicholas Petro,

That the minutes of the Windsor Accessibility Advisory Committee of its meeting held May 14, 2024 **BE ADOPTED** as presented.

Carried.

4. Business Items

4.1 Hidden Disabilities Sunflower – Update

Mark Keeler, Accessibility/Diversity Officer advises that Hidden Disabilities is an awareness and training program to teach staff how to handle more than 900 different hidden disabilities. He indicates that the report will be reviewed by the Community Services Standing Committee and City Council.

In response to a question asked by the Co-Chair regarding the role of WAAC in this matter, Mark Keeler responds at this time it is more of an administrative point. The Co-Chair asks in terms of the Hidden Disabilities training, will this include corporate staff, elected officials and committee members. Mark Keeler responds primarily corporate staff will be trained but envisions extending training to the foregoing and to include the library, WAAC and other committees. He adds that the training consists of workshops that are offered several times a year.

Danica McPhee asks if this training will be extended to new hires. Mark Keeler responds affirmatively.

4.2 Windsor Accessibility Advisory Committee Survey, Strengths and Areas for Improvement

The Chair advises that an informal meeting to look at WAAC's strengths and weaknesses was recently held and notes the comments will be provided at a later date.

4.3 2024 Operational Budget – Update

The Chair reports that the balance of WAAC's 2024 operating budget is $6,250. The Chair asks if requests have been received from Administration relating to expenditures from the operating and the capital budgets. Mark Keeler responds that no requests have been received at this time.

Peter Best asks for an update regarding the purchases relating to programming at the Windsor Public Library provided by WAAC.

4.4 Audio Pedestrian Signals (APS's)

Mark Keeler advises there are currently 27 intersections with audio pedestrian signals. He indicates that Traffic has been waiting for direction from WAAC regarding what intersections need upgrades. He recommends that discussions be held with the Infrastructure Working Group to take stock of the status of the APS's.

Ian Day, Senior Manager Parking Operations/Traffic recalls following the last meeting, Administration had come to a basic set of standards or starting points that are accessible crossings (which have been implemented at all the intersections). He adds in 2024, Traffic will be updating St. Rose and Wyandotte and new intersections will be going in on Lauzon Parkway.

It is generally agreed that further discussions regarding the APS's will be held with the Infrastructure Working Group who will report back to WAAC.

4.5 Facility Accessibility Design Standards (FADS)

Mark Keeler advises that the final FADS document underwent a rigorous process and states there may be some resistance to change by Administration, i.e. widening the curbs and changing the bathrooms. He adds that FADS has not been updated since 2006 and, there may be cost implications with the upgrades.

The Chair thanks the members of the FADS Subcommittee.

Danica McPhee asks if there have been edits to the FADS document. Mark Keeler responds that all the city departments involved will still need to review every section and to make comments/revisions.

4.6 Transit Windsor

Mark Keeler reports that he assisted Transit Windsor with their Federal Accessibility Plan. He remarks that Transit is looking at modifying their transit information system or looking at the transit schedules and a more accessible web model. He reports he changed 311 so he now sees every accessible complaint that comes to Transit Windsor and subsequently sends feedback to Transit for their review. He suggests that representatives from Transit Windsor be invited to attend occasional meetings of the Infrastructure Working Group.

Peter Best thanks Transit Windsor for the open communication. He refers to the reporting to the 311 Call Centre and adds he has not received any negative comments from the accessible community.

4.7 Infrastructure Working Group

Peter Best advises that the Infrastructure Group will be meeting monthly. Mark Keeler states that the focus of the group will be infrastructure, things of a technical discipline, i.e. the airport, transit, traffic, new bathroom installs, and new trails.

Nicholas Petro commends this Working Group as it allows WAAC to better interface with the various city departments.

Mark Keeler remarks there may be regulatory changes coming regarding how consults are being done within city departments. He advises he will be meeting this day with representatives from Adie Knox to review over 60 pages of architectural diagrams. He notes that he is not an architect or engineer and is not qualified to ensure that the diagrams are AODA compliant or meet the Building Code. Adie Knox was advised that they should contact WAAC with these matters and adds that this will be reported back to the Working Group.

5. Date of Next Meeting

The next meeting will be held at the end of November/early December 2024.

6. Adjournment

There being no further business, the meeting is adjourned at 10:49 o’clock a.m.

Committee Matters: SCM 375/2024

Subject: Minutes of the Age Friendly Windsor Working Group of its meeting held October 10, 2024

Age Friendly Windsor Working Group
Meeting held October 10, 2024

A meeting of the Age Friendly Windsor Working Group is held this day commencing at 9:00 o'clock a.m. at the Optimist Community Centre, 1075 Ypres Avenue, there being present the following members:

Gerald Corriveau
Andrea Grimes
Cindy Matchett
Roxanne Tellier
Tom Wilson (arrives at 9:07 a.m.)

Regrets received from:

Larry Duffield

Also present are the following resource personnel:

Kara Kristof, Supervisor Community Programming
Cristina Ritorto, Client Support & Staff Development Coordinator
Karen Kadour, Committee Coordinator

1. Call to Order

Kara Kristoff, Chair calls the meeting to order at 9:01 o'clock a.m. and the Working Group considers the Agenda being Schedule A attached hereto, matters which are dealt with as follows:

2. Declaration of Conflict

None disclosed.

3. Adoption of the Minutes

Moved by Andrea Grimes, seconded by Roxanne Tellier,
That the minutes of the meeting of the Age Friendly Windsor Working Group held June 13, 2024 **BE ADOPTED** as presented.
Carried.

4. Business Items

4.1 National Senior's Day Review – October 1, 2024

The Chair advises that the Recreation Department held a free aquafit at the Windsor International Aquatic and Training Centre for National Senior's Day. She states that Mayor Drew Dilkens signed a Proclamation commemorating "National Seniors Day", ***attached*** as Appendix "A".

Roxanne Tellier remarks that a group organized seniors' walks across Ontario for National Senior's Day and suggests that the Working Group coordinate with this organization.

4.2 Update from Transit Windsor – Recommendations from Age Friendly Working Report

The Chair advises in speaking with Steve Habrun, Director, Operations and Planning, Transit Windsor the following remarks were provided:

- Transit Windsor is looking to service all residents, not only students and seniors.
- Looking to establish improved services and routes.
- Looking to ensure that all bus stops are accessible.
- All buses currently are up to AODA guidelines and are considered accessible for all residents.
- By year end, there will be an additional 18 new buses.
- New routes now connect riders to Amherstburg, Lasalle, and Leamington.
- The new routes allow for express transit which reduces the time to reach a destination.
- Building a new east end terminal.

Tom Wilson asks if Transit Windsor has done any surveys or studies on the age of the population of people who take the bus and if so, could this committee be provided with those stats. Secondly, knowing where senior apartments are located, is that information taken into consideration for their transit routes as this is a huge problem.

Cindy Matchett suggests that Transit Windsor consider more of a discount for seniors.

Roxanne Tellier expresses concern that bus service to Sand Point Beach (during the summer months) is not available.

Moved by Tom Wilson, seconded by Roxanne Tellier,
That Administration at Transit Windsor **BE REQUESTED** to review the following questions provided by the Age Friendly Windsor Working Group and to report back:

- Are there current studies or surveys identifying those who utilize the bus services

- Provide the population and age groups of those use Transit Windsor
- Does transit take into consideration the areas where seniors reside in terms of bus routes.
- Has an updated route for the Riverside area been established.
- Has consideration been given to reintroducing a “grocery run” for Seniors’ homes as an addition to the bus service.

Carried.

4.3 Presentation – Age Friendly Communities Outreach Program – Age Friendly 101

Cheryl Athersych, Knowledge Broker, Centre for Studies in Aging and Health at Providence Care appears before the Working Group virtually and provides the following overview:

- Recognizing the profound impact of large populations of older people on communities, the World Health Organization initiated the Global Age-Friendly Cities Project in 2005 to promote policies, services, settings and structures that enable older adults to actively age-in-place.
- The 8 domains of the age friendly communities (AFC’s) include:
- Physical Environment
    - Outdoor Spaces & Public Buildings
    - Transportation
    - Housing
- Social Environment
    - Social Participation
    - Respect & Social Inclusion
    - Civic Participation & Employment
- Personal Well-Being
    - Communication & Information
    - Community Support & Health Services

The Goals of the Ontario AFC Outreach Program are to:
Strengthen community capacity to implement, evaluate and sustain age-friendly activities
Increase collaboration by connecting people, ideas and resources
Raise awareness about AFC benefits, promising practices and planning principles

Age-friendly communities provide information about community events and services in accessible formats, i.e. newsletter, and resource guides, print materials

Ontario’s AFC Planning Guide has 4 interconnected steps:
- Define local principles
- Assess need

- Development Action Plan and Implement

The Presentation entitled “Age-Friendly Communities, Cheryl Athersych, The Centre for Studies in Aging at Providence Care” is ***attached*** as Appendix “B’.

Andrea Grimes agrees with establishing the low/high effort regarding what is attainable and what is a waste of resources.

In response to a question asked by Roxanne Tellier regarding how their base was developed, i.e. newsletter, Cheryl responds that their newsletter goes out to organizations. She adds that many communities have their own resources that are sent frequently and indicates that phone numbers and addresses are requested at every event. She states that they have a print copy of events and services that is sent out on a regular basis to interested folks.

Andrea Grimes refers to the proliferation of scamming – phone, financial and intimacy scamming and suggests this is something that the Working Group can move on.

The Chair asks if most communities utilize digital marketing/newsletters or, do they use print. Cheryl Athersych responds that many communities use digital, and some communities focus on both due to a lack of access to computers.

Cheryl Athersych remarks that there are 6 free E-Learning Modules that address how to do age friendly work along with several webinars on their website. The Chair notes that the links will be shared with the Working Group.

Gerald Corriveau leaves the meeting at 10:25 o’clock a.m.

Tom Wilson states that he is interested in providing information to the group about programs and public engagements organized by Life After Fifty, and notes that there may be a conflict of interest in providing such information to the Age Friendly Working Group. No conflict is perceived, and the Chair agrees that the Working Group and Life After Fifty should collaborate more going forward.

4.4 Community Engagement Event Planning – Fraud Discussion

The Chair advises that the Fraud Discussion event has tentatively been scheduled for Thursday, November 14, 2024, from 10:00 a.m. to 12:30 p.m. at the Optimist Community Centre. She adds that Frank Fazio from CySAT Security Inc., will provide a PowerPoint Presentation followed by a question-and-answer period. A representative from Windsor Police may also be attending to speak to the fraud issue.

Moved by Cindy Matchett, seconded by Roxanne Tellier,
That **APPROVAL BE GIVEN** to an expenditure in the upset amount of $2,000

for the Fraud Presentation to be provided by CySAT Security Inc. which will also include refreshments.
Carried.

5. Action Items

6. Date of Next Meeting

The next meeting will be held at the call of the Chair.

7. Adjournment

There being no further business, the meeting is adjourned at 11:55 o’clock a.m.

THE CITY OF WINDSOR

OFFICE OF THE MAYOR

DREW DILKENS, DBA
MAYOR

PROCLAMATION

"National Seniors Day"
October 1, 2024

WHEREAS: National Seniors Day is an opportunity for Canadians to celebrate older adults throughout the country; and,

WHEREAS: Seniors contribute immensely to the life and vibrancy of our community by serving as active leaders, caregivers, volunteers, and more; and,

WHEREAS: The health and wellbeing of older adults is in the interest of all and adds to the health and wellbeing of our community; and,

WHEREAS: The knowledge and experience older adults pass on to us continues to benefit all; and,

WHEREAS: In June 2012, The City of Windsor became a member of the World Health Organization (WHO) Global Network of Age-Friendly Cities and continues to develop an Action Plan to enhance Windsor's status as an Age-Friendly community; and,

WHEREAS: The City of Windsor's Age Friendly Working Group would like to recognize October 1st as National Seniors Day;

THEREFORE: I, Drew Dilkens, Mayor of the City of Windsor, do hereby proclaim

October 1, 2024
"National Seniors Day"
in the City of Windsor.

Mayor

350 City Hall Square West - Suite 510 • Windsor, Ontario N9A 6S1
Tel: 519-255-6315 • mayoro@citywindsor.ca • mayordrewdilkens.ca • @drewdilkens

Age-Friendly Communities

Cheryl Athersych
The Centre for Studies in Aging & Health at Providence Care







Presentation Overview

Part 1: What are Age-Friendly Communities (AFCs)?

- 8 domains of age-friendly
- Community examples in each domain
- Benefits

Part 2: Age-Friendly Community Outreach Program

- AFC Planning Guide
- Supports

Part 3: Next Steps for Windsor

- Outreach strategies
- Q&A

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Origins of the Age-Friendly Community Concept

- Recognizing the profound impact of large populations of older people on communities and community infrastructures, the WHO initiated the Global Age-Friendly Cities Project in 2005 to promote policies, services, settings and structures that enable older adults to actively age-in-place.



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8 Domains of AFCs (WHO, 2007)

Physical Environment	1. Outdoor Spaces & Public Buildings 2. Transportation 3. Housing
Social Environment	4. Social Participation 5. Respect & Social Inclusion 6. Civic Participation & Employment
Personal Well-being	7. Communication & Information 8. Community Support & Health Services

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1. Outdoor Spaces & Public Buildings



- Safe and accessible neighbourhoods encourage outdoor activities and engagement with the community.

- Example Strategies:
  - Stop Gap Ramps
  - Installation of benches
  - Extending time of cross-walk signals
  - Age-Friendly Parks Checklist, Benches & Signage in London

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2. Transportation



- The condition and design of transportation-related infrastructure affect personal mobility.
- Access to public transit becomes increasingly important when driving becomes challenging, or when the privilege of driving is no longer available as an option.
- Example strategies:
  - Cycling safety workshops
  - Training for older adults on how to use public transit
  - Driving safety clinics

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3. Housing



- The availability of a range of appropriate, affordable and supportive housing options that incorporate flexibility through adaptive features and offer a choice of styles are essential for an AFC.
- Example strategies:
  - Homesharing programs
  - Housing directories
  - Home safety programs

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4. Community Support and Health Services



- Access to and awareness of services and mental and physical health programs contribute to quality of life and age-friendliness

- Example strategies:
  - Fall prevention classes
  - Cooking programs
  - Community paramedicine

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5. Social Participation



- Social participation involves the level of interaction that older adults have with other members of their community
- Example strategies:
  - Physical activity programs
  - Arts-based programming
  - Tea and talk educational and social sessions

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6. Respect and Social Inclusion



- Community attitudes, such as a general feeling of respect and recognizing the role that older adults play in our society, are critical factors for establishing an inclusive and age-friendly community
- Example strategies:
  - Senior of the Year Award
  - Intergenerational Programming
  - Age-Friendly Business Programs

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7. Civic Participation and Employment



- Civic engagement includes older adults' desire to be involved in aspects of community life
- The ability of an older adult to remain employed or find new employment provides economic security.
- Example strategies:
  - Support for voting
  - Volunteer fairs
  - Age-friendly employment programs

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8. Communication and Information



- Age-friendly communities provide information about community events and services in accessible formats.
- Example strategies:
  - Newsletter
  - Resource Guides
  - Fairs or expos

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Benefits of Age-Friendly Communities

- *Individual Benefits*
  - Increased healthy behaviours
  - Supports aging-in-place
  - Increased opportunities for social interaction and connection
  - Improved awareness of community and health services



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Benefits of Age-Friendly Communities

- *Community Benefits*
  - Economic (retention, tourism)
  - Volunteerism
  - Fosters intergenerational connections
  - Increased housing options
  - Improved accessibility

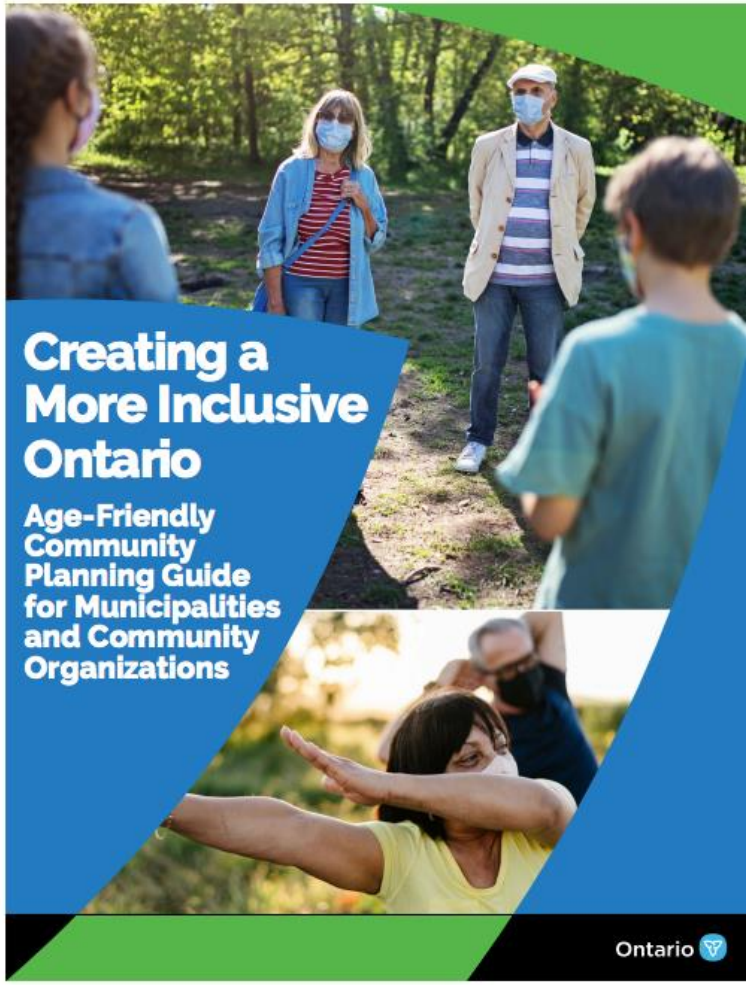


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Ontario's AFC Planning Guide

Creating a More Inclusive Ontario: Age-Friendly Community Planning Guide for Municipalities and Community Organizations

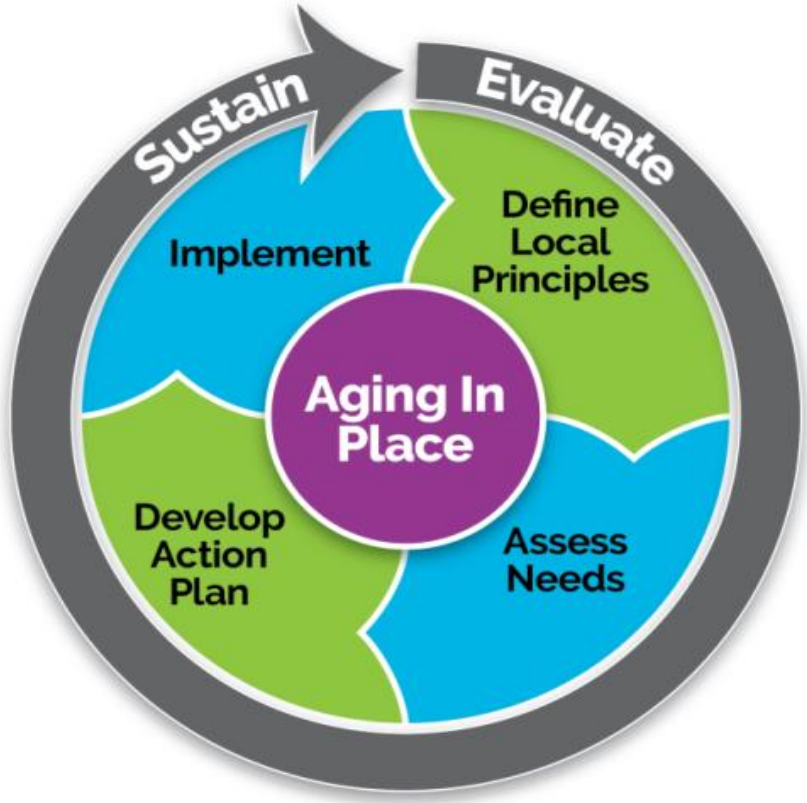
- Diverse populations addendum
- AFC planning toolkit



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Ontario's AFC Planning Guide

- 4 interconnected steps:
  - Define Local Principles
  - Assess Need
  - Develop Action Plan
  - Implement
- Evaluation as integral and ongoing activity throughout



Graph courtesy of *Creating a more inclusive Ontario: age-friendly community planning guide for municipalities and community organizations*. © Queen's Printer for Ontario, 2021. Reproduced with permission.

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AFC Process: Define Local Principles

Governance:

- Steering committee
- Roles, responsibilities
- Infrastructure
- Funding

Vision:

- Guiding principles
- Goals

"Peterborough is a thriving region that is inclusive, respectful, and accessible to people of all ages and abilities."

"We are committed to building an Age-Friendly Ottawa that maximizes opportunities for healthy and active aging."

"Durham Region is a community where all residents – regardless of age, ethnicity, race, gender or ability – feel included, respected, and enjoy a high quality of life."

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AFC Process: Assess Needs

- Collection of information
  - Surveys, interviews, focus groups
- What is the community doing well?
- What can be improved?



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AFC Process: Develop Action Plan

- Select priorities and develop short and long-term strategies that address gaps identified in needs assessment

- Structured along the 8 domains

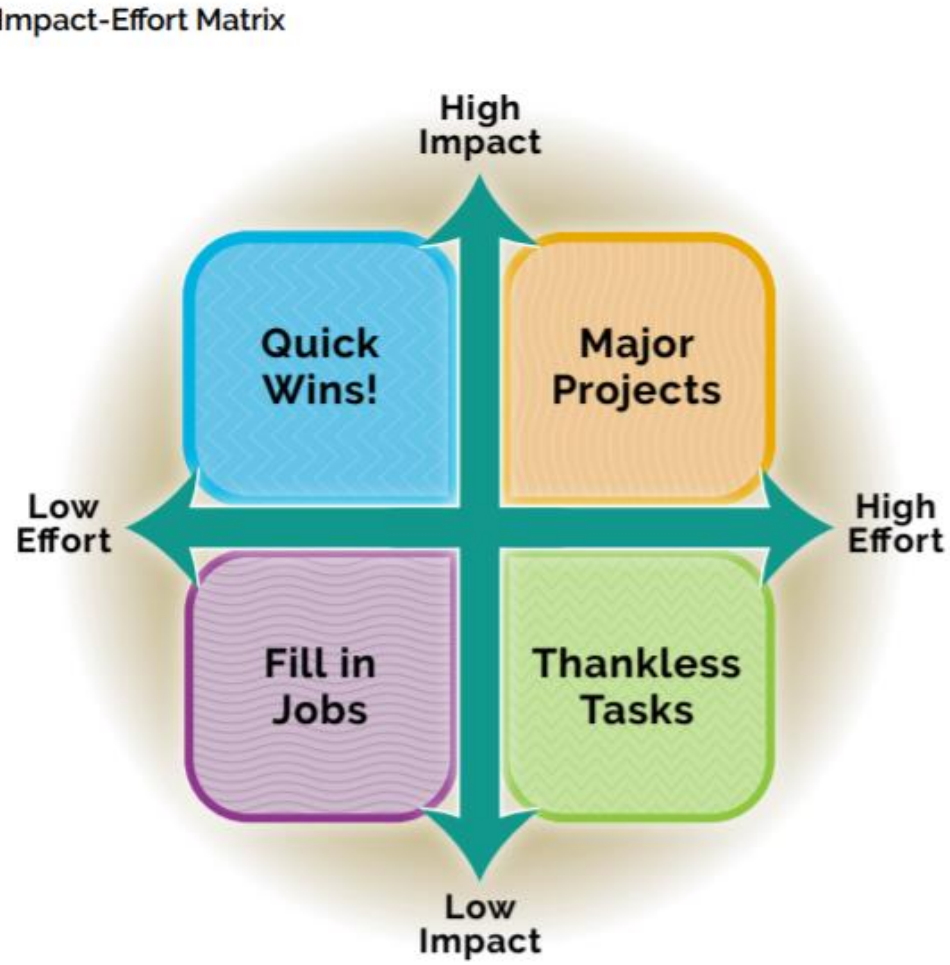


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AFC Process: Implement

- Capitalize on ‘Quick Wins’
  - Low effort, high impact

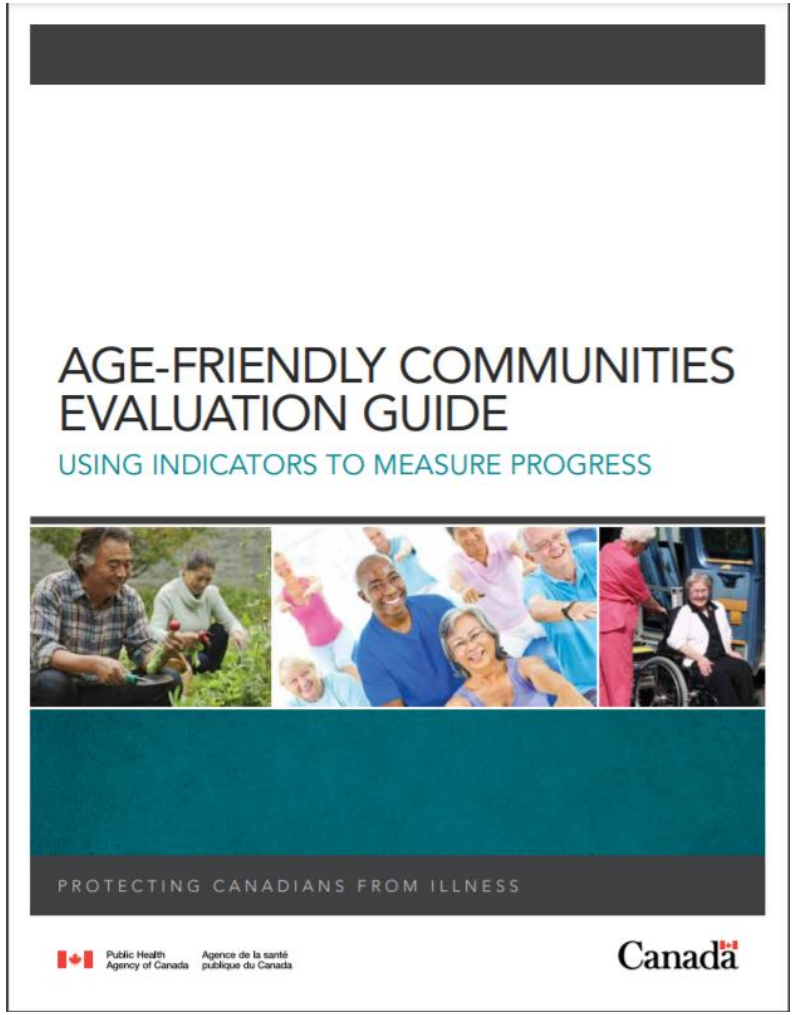
- Leverage Funding Opportunities
  - Municipal, provincial and federal government grants



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AFC Process: Evaluate & Sustain

- Process Evaluation
  - Monitoring implementation
- Outcome Evaluation
  - Measures results
- Quality Improvement
- Sustainability strategies



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Ontario AFC Outreach Program

- Established in 2015
- Managed by the Centre for Studies in Aging and Health at Providence Care in partnership with Queen's University
- Funded by the Government of Ontario through the Ministry for Seniors and Accessibility



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Ontario AFC Outreach Program

- Provincial Knowledge Translation and Exchange program designed to support AFC development in Ontario
- Goals are to:
  1. **Strengthen community capacity** to implement, evaluate and sustain age-friendly activities
  2. **Increase collaboration** by connecting people, ideas and resources
  3. **Raise awareness** about AFC benefits, promising practices and planning principles

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Ontario AFC Outreach Program: Core Facilitation Strategies

1. Knowledge Broker
2. Collaborative Networks
3. Monthly e-Newsletter
4. Webinars
5. Website
6. Interactive Maps
7. Community Profiles
8. Annual Provincial Survey

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1. Knowledge Broker

- Ask questions
- Get connected (to people, resources etc.)
- Consult
- Request presentations
- Update online profile
- Ask for a letter of support

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2. Collaborative Networks

- Regional Age-Friendly Networks
  - Connect with other AFC Initiatives in your region
  - Bi-monthly virtual meetings
  - Northern, Eastern, Central, Southwestern
- Age-Friendly Businesses Working Group
- Community of Interest on Social Isolation and Loneliness



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3. Monthly e-newsletter

- News stories
- Events
- Funding announcements
- Resources
- Spotlight



Ontario Age-Friendly Communities Network Exchange
May 2023

Dear <<First Name>>,

I hope you are enjoying the spring weather! I am excited to share two upcoming events in the month of May:

- On **May 18 from 11:30 a.m. - 1:00 p.m. (EDT)**, the Ontario Age-Friendly Communities Outreach Program will be participating in a webinar hosted by Health Promotion Ontario on the topic of *Intersectoral Collaboration: Coming to the Table*. Register here.
- On **May 30 from 10:00 - 11:30 a.m. (PDT)**, Grandpals, a program managed by the Centre for Studies in Aging and Health, will be participating in a webinar hosted by the United Way of British Columbia on *Intergenerational Programs*. Register here.

Keep reading for a selection of age-friendly news, events, research, and reports.

Kind regards,
Emily

—

Emily Mullins
Age-Friendly Communities Knowledge Broker
mullinse@providencecare.ca

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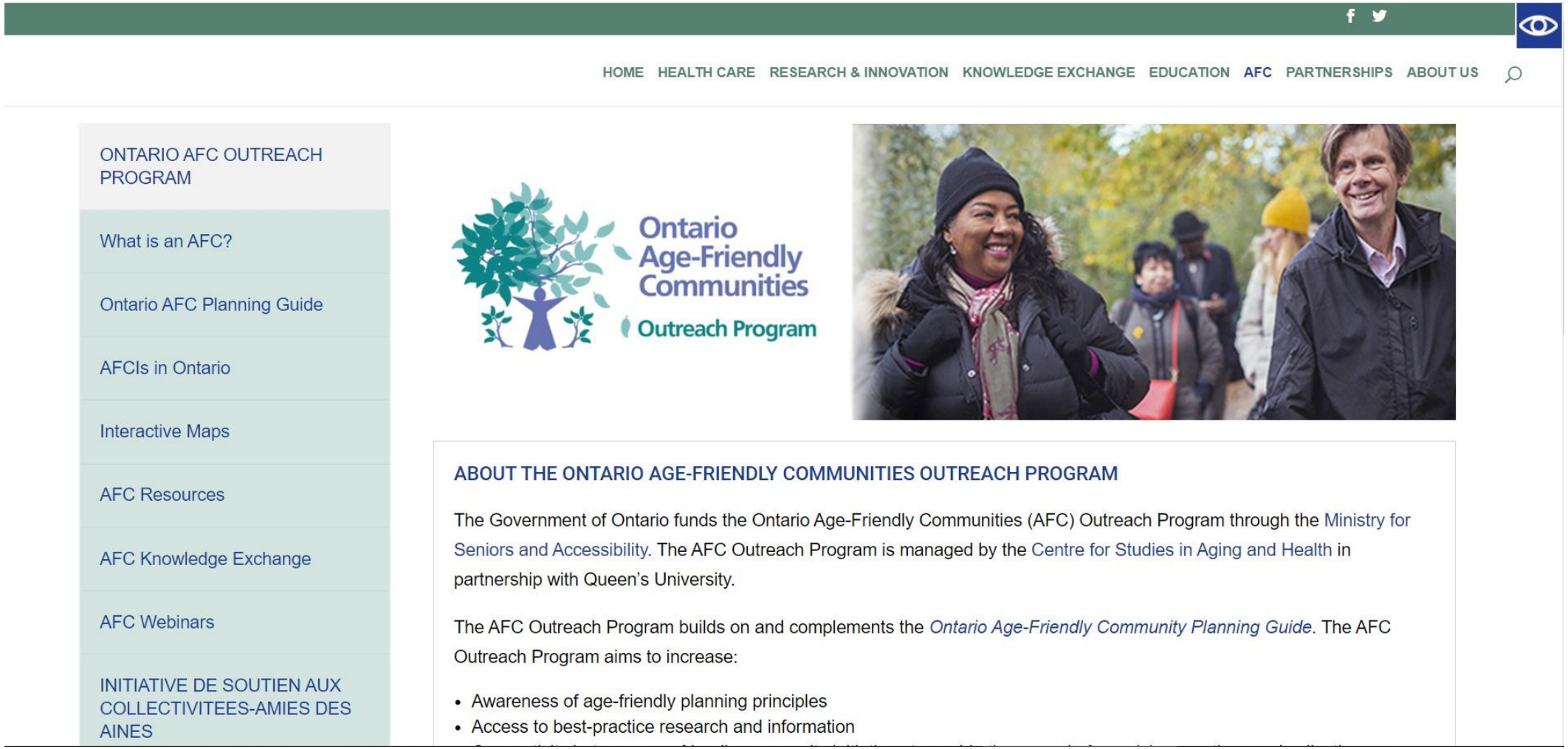
4. AFC Webinar Series

- Webinar series about AFC planning, implementation, evaluation, promising practices and emerging trends.



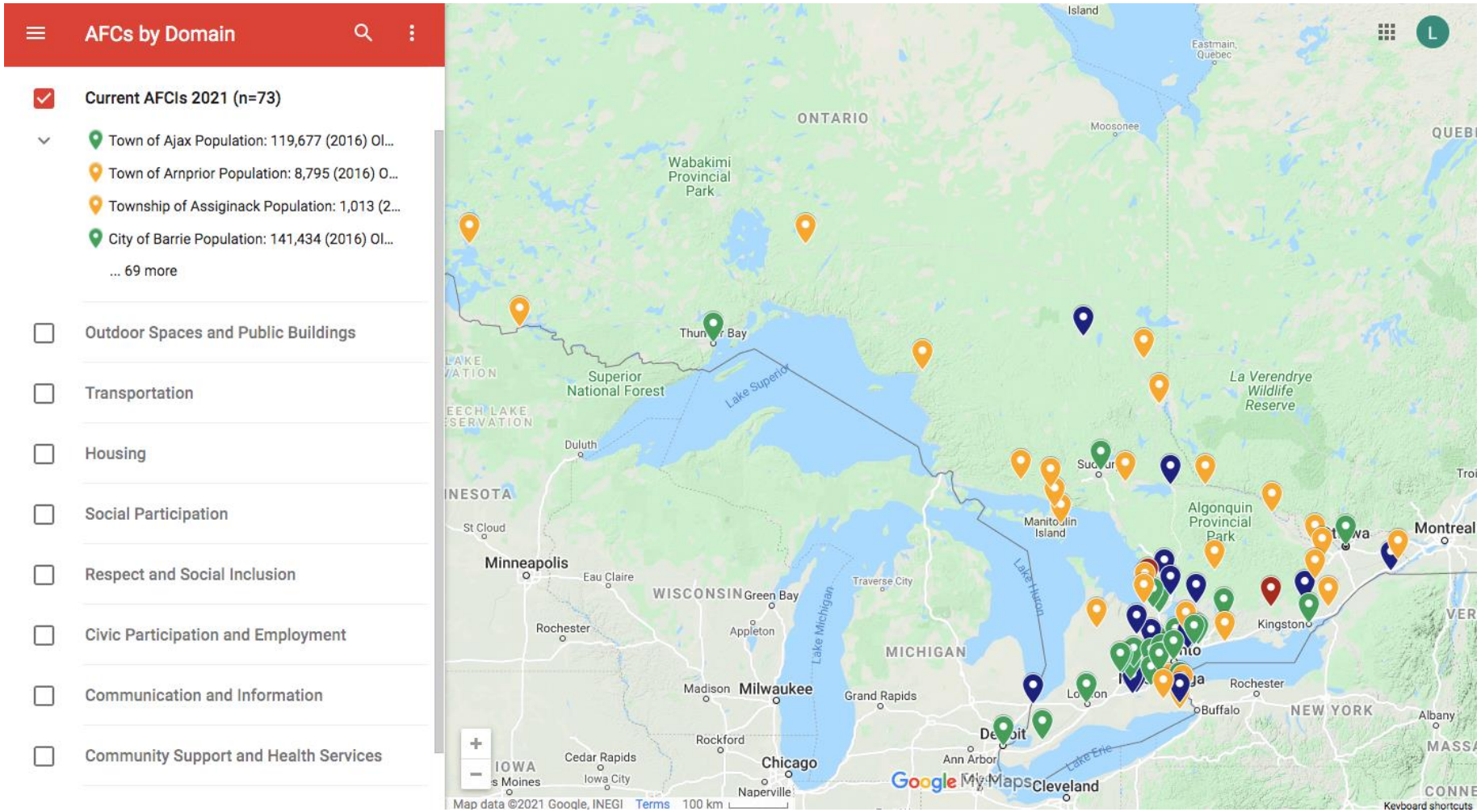
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5. Website: www.agefriendlyontario.ca



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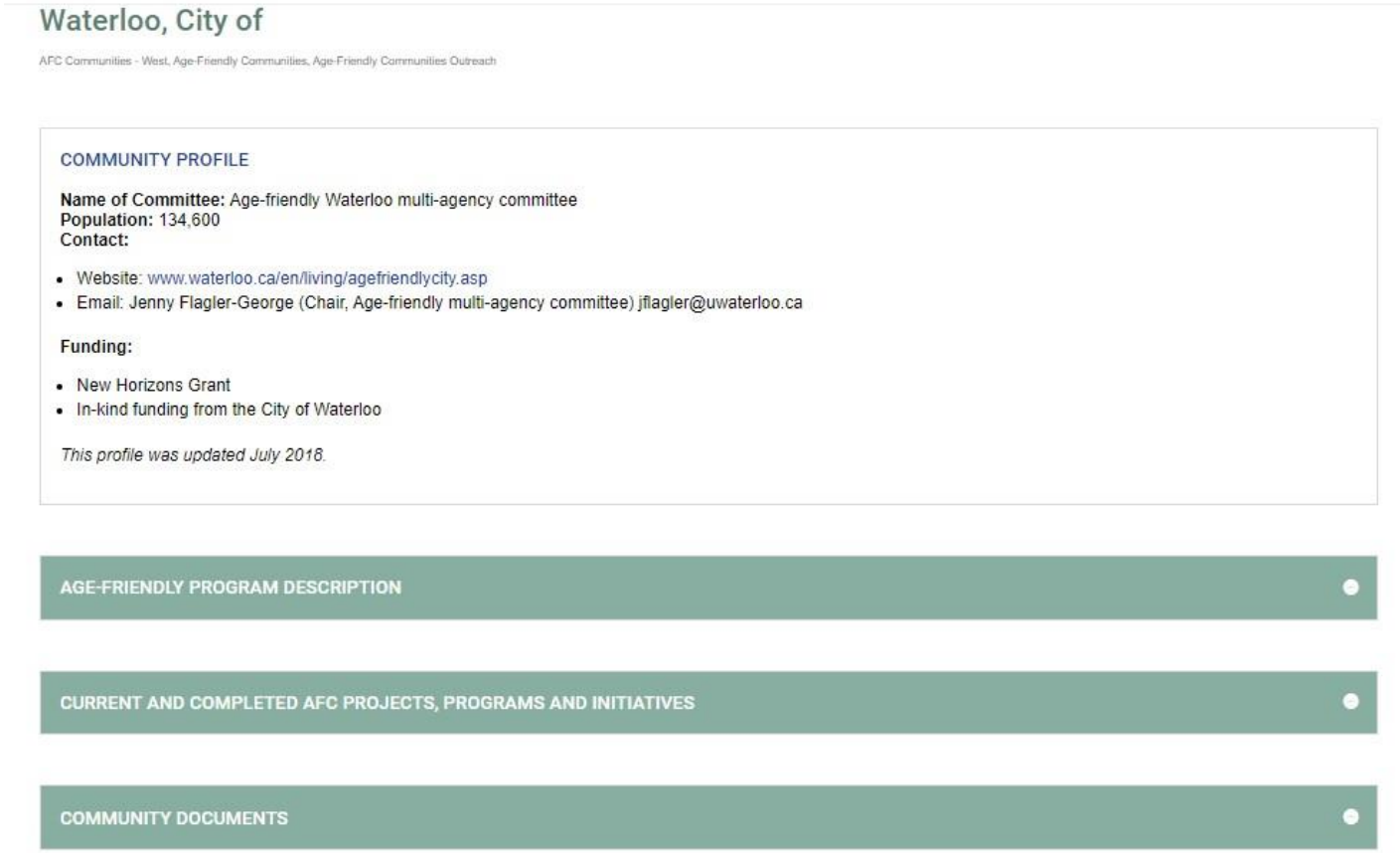
6. Interactive Maps



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7. Community Profiles

- Contact information
- Funding sources
- Current and completed projects
- Community Documents



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8. Annual Provincial Survey

- Monitor and evaluate AFCI implementation, sustainability, enablers, challenges, and outcomes
  - Results over time, regional, provincial, size
- Get feedback and inform the Outreach Program's ongoing activities and supports offered
- Report findings and key takeaways to stakeholders, including MSAA partners

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Next Steps

1. Steering committee
2. Define Roles and Responsibilities
3. Create an Age-Friendly Community Profile
4. Needs Assessment
5. Consider Funding
6. Join our distribution list
7. Visit our website to see other community examples and resources

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Outreach strategies

- Piggyback on other services (meals on wheels, church services, local walking clubs, libraries etc.)
- Print materials left in public places
- Print media
- Radio and local television announcements
- Solicit contact information at other events

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Questions? Get in touch!

- Cheryl Athersych, Knowledge Broker, Centre for Studies in Aging and Health at Providence Care
  - Email: athersychc@providencecare.ca
  - Website: www.agefriendlyontario.ca

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Committee Matters: SCM 3/2025

Subject: Age Friendly Windsor Working Group - 2024 Annual Report

THE AGE FRIENDLY WINDSOR WORKING GROUP

2024 Year in Review

The Age Friendly Windsor Working Group believes that the community should allow residents to have multiple opportunities for healthy aging and a full range of supports to assist them.

Mandate

- Review projects in partnership with City administration to ensure the process of continual improvement and enhancing age-friendliness.
- Work in partnership with City administration to develop an Action Plan to enhance Windsor's status as an Age-friendly community.
- Solicit input for issues that affect local seniors.
- Identify barriers to access by seniors to City services and programs.
- Form partnerships and building relationships in the community to educate, inform and improve quality of life for seniors.
- Make recommendations and provide advice to City administration regarding strategies that could be used by City administration to address the needs of seniors in the City of Windsor.
- Assist with community consultations facilitated by administrative staff.

The Membership of the Age Friendly Windsor Working Group for the term of 2023 to 2026:

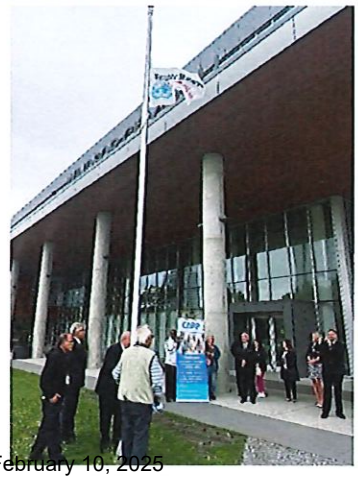
The Age-Friendly Windsor Working Group consists of 8 members, including six community members and two City administration (one from Recreation and one from Parks). No City Councillor will sit on the Age-Friendly Windsor Working Group.

- Gerald Corriveau
- Larry Duffield
- Andrea Grimes
- Cindy Matchett
- Roxanne Tellier
- Tom Wilson
- City Administrator – Kara Kristof (Chair)
- City Administrator – Cristina Ritorto

Overview of Accomplishments

- The Age Friendly Windsor Working Group (AFWG) had its inaugural meeting on Thursday April 11, 2024, where all members met and discussed the future intention of the AFWG. Since then, the committee has had various meetings where representatives from City Departments, including Parks and Transit Windsor, give updates on age friendly initiatives to committee members.
- AFWG hosted a flag raising on June 10th, 2024, to recognize **June is Senior's Month** that saw committee members, City Councillors and Windsor residents attend.
- AFWG recognized **October 1, 2024, as National Senior's Day** with a Public Service Announcement through City of Windsor social media pages, a proclamation, and a recognized recreation offering of Aquafit for In-Motion week.
- AFWG made connections with the Ontario Age-Friendly Communities Outreach Program, through the Centre for Studies in Aging & Health at Providence Care, who will help the group pave a way forward with age friendly work in Windsor.
- The committee hosted the first in a Community Speaker Series, Thursday, November 14th from 10am-11:30am at the Optimist Community Centre. Speaker Frank Fazio spoke about *Staying Safe in the Digital World: Protecting Yourself from Online Threats* to 11 attendees.





THE CITY OF WINDSOR ONTARIO, CANADA

Committee Matters: SCM 4/2025

Subject: Community Public Art Working Group - 2024 Annual Report

COMMUNITY PUBLIC ART WORKING GROUP

2024 ANNUAL REPORT

In accordance with The City of Windsor's Procedure By-law 98-2011 Section 21(3), Committees of Council are required to report to their respective Standing Committee annually. The Community Public Art Working Group (CPAWG) is comprised of the following members:

- Ashley Kijewski
- Donna Mayne
- Leisha Nazarewich
- Nadja Pelkey
- Terrence Travis

The *Manager of Culture and Events* and the *Cultural Development Coordinator – Public Art* are the contact points between members of the public interested in pursuing either temporary or permanent public art installations within the City's public spaces. On receipt of a formal application, administration contacts the Committee Coordinator who, in turn, contacts the members of the Working Group to convene a meeting.

In 2024, several applications were received from community organizations and artists interested in donating works to the City of Windsor's Public Art Collection. These works include but are not limited to photographic work by a local artist, a commemorative monument proposed by the Francophone Community, a mural commissioned by the Gordie Howe International Bridge Company and painted by a local Indigenous artist. The Working Group also engaged to support the deaccessioning of The *War of 1812 Wampum Peace Belt* installation, the work having passed its physical life expectancy; and to support the relocation and potential reinstallation of two Ford City murals.

It is noteworthy that donations to the City of Windsor's Public Art Collection are fully paid for by the donor. This includes all aspects from design to construction and installation, and the donor is also required to invest a sum equal to ten precent of the total value of the piece into the legacy care and conservation of the work. There is frequently a lag time as organizations and individuals need to determine whether their ideas and concepts are financially viable prior to the approval process. In 2024, several ongoing consultations were entered into by administration with artists and community organizations wishing to prepare for the donation process prior to submitting their formal application.

The City of Windsor has made a significant contribution to the cultural fabric of the community. The Community Public Art Working Group supports and enhances the corporate investment in public spaces through the public art, monuments, and memorials donated to the City and its residents.

Committee Matters: SCM 8/2025

Subject: Minutes of the Meetings of the Executive Committee and Board of Directors, Willistead Manor Inc., held November 13, 2024

A meeting of the **Executive Committee Board of Directors, Willistead Manor Inc.** is held this day commencing at 4:00 o'clock p.m. at Willistead Manor, there being present the following members:

J. Evans
C. Gaudette
R. Gauthier (via conference phone)

Regrets:

D. Sanborn

Also in attendance are the following Resource Personnel:

D. Seguin, Deputy Treasurer – Financial Accounting and Corporate Controls
M. Staadegaard, Manager, Culture & Events
C. Menard, Supervisor, Community Programming - Cultural Affairs & Willistead Manor Coordinator
S. Gebauer, Council Assistant & Executive Secretary to the Board of Directors, Willistead Manor Inc.

1. CALL TO ORDER

S. Gebauer calls the meeting of the Executive Committee to order at 4:11 o'clock p.m. and calls for nominations for acting chair in the absence of D. Sanborn.

Moved by J. Evans, seconded by R. Gauthier,
That C. Gaudette **BE APPOINTED** as Acting Chairperson for the November 13, 2024 meeting of the Executive Committee.

Carried.

2. ADOPTION OF THE MINUTES

Moved by R. Gauthier, seconded by J. Evans,
That the minutes of the Executive Committee Board of Directors Willistead Manor Inc. meeting held October 16, 2024, **BE ADOPTED** as presented.

Carried.

3. BUSINESS ARISING FROM THE MINUTES

None.

4. REPORTS

4.1 Chairperson

C. Gaudette informs the Committee members that they will be moving forward with the recruitment of new members and that the Committee will collectively review all applications.

4.2 Administration

C. Menard, Supervisor, Community Programming - Cultural Affairs & Willistead Manor Coordinator provides the following updates:

Priority Projects for Willistead Manor:

- C. Menard and R. Gauthier will continue to work on prioritizing projects in the Manor and identifying budgets.
- C. Menard to follow-up in the winter regarding the lighting in the Manor as the project is currently paused, pending time for next steps.
- C. Menard will continue to search for files containing information about items donated to Willistead Manor.

Facilities:

- The Paul Martin Gardens project is complete. All capstones have been returned and re-installed.
- The Main Courtyard restoration project is complete. All capstones have been returned and re-installed.
- Material options are being considered for the Coach House ceiling. An update will be provided in early 2025.
- The broken decorative woodwork on the Conservatory roof, which was the result of a tree falling during the 2023 ice storm, has been replaced and repaired.
- The seasonal switchover of the new heating and cooling system has been completed. The company that installed the system did attend the site to assess and repair any issues and to provide a tutorial on the new system.
- The Facilities Department completed a condition assessment of the Willistead Manor Complex on May 1, 2024. This multi-phase process involves evaluating needs for all structures, collaborating with Parks to prioritize projects in the City's 10-year Capital Plan, and identifying funding and staffing requirements. Currently, the City Roofer is resolving issues with the upper terrace surface, slope, drainage, etc.

Willistead Park, Parking Lot, Exterior Areas Updates:

- Funding for the fence repair/refinish will be available in 2029/2030.
- Funding for the replacement of the parking lot will be available in 2029.

Culture & Events Updates:

- C. Menard will be updating the Room Guide to include the Coach House and will also be updating the Willistead Manor brochure, which will include some recent photography.
- Holiday Tours Program promotions will begin this week.
- Holiday Decorating has begun. All the trees are down from storage and set up and will be fluffed and decorated in the coming days.
- The December 8th Breakfast with Santa date is already sold out.
- The tentative date for the Mayor's Reception is Sunday, January 19, 2025.

Documentary Updates:

- There are no new updates concerning the Willistead documentary currently, however the film did play again at WIFF this year.

4.3 Treasurer

D. Seguin, Deputy Treasurer – Financial Accounting and Corporate Controls, provides the current account balances as follows:

- Operating Account -- $22,504.
- Savings Account -- $26,915.
- Furnishings Trust -- $9,308.

5. NEW BUSINESS

R. Gauthier informs the Committee members that the fabric has been selected for the drapery replacement project in the Great Hall. The estimated cost is approximately $13,500. Including the fabric, labour and installation. R. Gauthier indicates that the purchase should be made quickly to secure the fabric and lock in current pricing. The work is expected to be completed by February or March with careful planning to ensure that it does not interfere with any scheduled events at the Manor.

6. DATE OF NEXT MEETING

The next meeting of the Executive Committee Board of Directors, Willistead Manor Inc. will be on Wednesday, February 12, 2025.

7. ADJOURNMENT

There being no further business, the meeting is adjourned at 4:28 o'clock p.m.

_____
CHAIRPERSON

_____
EXECUTIVE SECRETARY

SG
November 13, 2024

A meeting of the **Board of Directors, Willistead Manor Inc.** is held this day commencing at 4:30 o'clock p.m. at Willistead Manor, there being present the following members:

C. Gaudette – Acting Chair
MJ. Dettinger
J. Evans
R. Gauthier (via conference phone)
R. Jasey
D. Langstone
M. McKenzie
D. Sanborn (via conference phone)

Regrets from Board Members:

A. Abu-Zahra
E. Morasset
C. Pitman

Also in attendance are the following resource personnel:

D. Seguin, Deputy Treasurer – Financial Accounting and Corporate Controls
M. Staadegaard, Manager, Culture & Events
C. Menard, Supervisor, Community Programming - Cultural Affairs & Willistead Manor Coordinator
S. Gebauer, Council Assistant & Executive Secretary to the Board of Directors, Willistead Manor Inc.

1. CALL TO ORDER

S. Gebauer calls the meeting of the Executive Committee to order at 4:11 o'clock p.m. and calls for nominations for acting chair in the absence of D. Sanborn.

Moved by R. Gauthier, seconded by D. Langstone,
That C. Gaudette **BE APPOINTED** as Acting Chairperson for the November 13, 2024 meeting of the Board of Directors due to D. Sanborn participating via teleconference.

Carried.

2. ADOPTION OF THE MINUTES

Moved by MJ Dettinger, seconded by J. Evans,
That the minutes of the Board of Directors, Willistead Manor Inc. meeting held October 16, 2024, **BE ADOPTED** as presented.

Carried.

3. BUSINESS ARISING FROM THE MINUTES

None.

4. CHAIRPERSON'S REPORT

None.

5. REPORTS

5.1 Management

C. Menard, Supervisor, Community Programming - Cultural Affairs & Willistead Manor Coordinator provides the following updates:

Priority Projects for Willistead Manor:

- C. Menard and R. Gauthier will continue to work on prioritizing projects in the Manor and identifying budgets.
- C. Menard to follow-up in winter regarding the lighting in the Manor. Quotes have been received and the project is currently paused, pending time for next steps.

Facilities:

- The Paul Martin Gardens project and the Main Courtyard restoration project are complete. All capstones have been returned and re-installed.
- Material options for the Coach House Ceiling are currently being investigated for consideration. C. Menard will provide an update in early 2025.
- The broken decorative woodwork on the Conservatory roof, which was the result of a tree falling during the 2023 ice storm, has been replaced and repaired.
- The seasonal switchover of the new heating and cooling system has been completed. The company that installed the system did attend the site to assess and repair any issues and to provide a tutorial on the new system.
- The Facilities Department has completed a full condition assessment for the structural envelope of the Willistead Manor Complex. The preliminary inspection took place on May 1st, 2024. This is a multi-phase process that will require

significant time from both C. Menard and M. Staadegaard, Manager, Culture & Events, to meet with Facilities to assess and determine needs for the Manor House, Custodian apartment, Coach House and Gatehouse, as well as working with Parks to start prioritizing projects in the City's 10-year Capital Plan, identifying funding, determining staffing resources, etc. Currently the City Roofer is working to address ongoing issues with upper lever terrace surface, slope, drainage, etc.

Willistead Park, Parking Lot, Exterior Areas Updates:

- Funding for the fence repair/refinish will be available in 2029/2030.
- Funding for the replacement of the parking lot will be available in 2029.

Culture & Events Updates:

- C. Menard will be updating the Room Guide to include the Coach House and will also be updating the Willistead Manor brochure. TWEPI has recently done a photoshoot which includes new images of Willistead Manor, which will be included in the brochure along with some recent wedding photos.
- Holiday Tours Program promotions will begin this week.
- Holiday Decorating has begun. All the trees are down from storage and set up and will be fluffed and decorated in the coming days.
- The December 8th Breakfast with Santa date is already sold out.
- The tentative date for the Mayor's Reception is Sunday, January 19, 2025. R. Gauthier will reach out the Walker descendants to make them aware.

Documentary Updates:

- The Willistead Manor documentary had another showing at WIFF this year.

5.2 Treasurer

D. Seguin, Deputy Treasurer – Financial Accounting and Corporate Controls, provides the current account balances as follows:

- Operating Account -- $22,504.
- Savings Account -- $26,915.
- Furnishings Trust -- $9,308.

6. COMMITTEES

6.1 Fundraising

None.

6.2 Community Relations and Promotion

None.

6.3 Acquisitions

R. Gauthier informs the Board members that the fabric has been selected for the drapery replacement project in the Great Hall. The estimated cost is approximately $13,500., which includes the fabric, fringe, fireproofing and installation. R. Gauthier indicates that the fabric must be secured as soon as possible to avoid price increases. The installation should be completed by late February or early March.

That the Board of Directors, Willistead Manor Inc. **APPROVE** an expenditure to an upset limit of $13,500. for the replacement of the drapery in the Great Hall; and,

That the expenditure **BE FUNDED** from the Willistead Furnishings Trust Fund.

Carried.

R. Gauthier further informs that the portrait of James Harrington that hung in the Great Hall at Willistead Manor, has been reframed and moved to the Dining Room.

6.4 Friends of Willistead (FOW)

The following updates are provided on behalf of C. Pitman:

Tours:

- A group from Académie Ste. Cécile toured the Manor on November 7th, 2024.
- Upcoming tours include the Red Hat Society, a crafting group, a Walkerville High School special education class and a Questers group.
- The volunteers will be busy with eight (8) holiday tours this year, five (5) of which will take place on Sundays and three (3) on Wednesdays. The Docent Co-Chairs are signing up members to volunteer their time for the tours.

Christmas Decorating:

- Many hours have been spent gathering, purchasing, sorting and staging materials in preparation for the Christmas decorating.
- Fluffing of the trees will take place on Friday, November 14th from 2:00pm until 4:00pm. 18 volunteers have signed up.
- Decorating will take place on Friday, November 15th, Saturday, November 16th and Sunday November 17th from 9:00am until 4:00pm each day.
- Six (6) volunteers from the St. Clair College Interior Design program will be volunteering with C. Gaudette and her team on Saturday November 16th.
- Approximately 75 people will help decorate over the weekend.
- C. Pitman thanks C. Menard in advance for producing the Holiday Tour program and working with the City of Windsor Horticulture Department to get the

poinsettias for the Manor and for arranging a catered lunch on Saturday for the volunteers.

- C. Pitman also thanks Kim Manzerolle, Recreation Centre Clerk for assisting in arranging extra time on the third floor and to Bonnie Graham and Dakota Sweet for their ongoing support behind the scenes.

6.5 Education

R. Jasey requests that the Board consider covering the cost of bus transportation for school groups as the school board has discontinued funding. He indicates that there may be approximately 5 to 6 programs scheduled between January and June of 2025 and asks if the Board could allocate funds for bussing expenses.

Moved by D. Sanborn, seconded by C. Gaudette,
That the Board of Directors Willistead Manor Inc. **EXPLORE** the feasibility of covering bus transportation costs for school groups visiting Willistead Manor, as part of their school program and report back to a future meeting of the Board.

Carried.

6.6 Historical

None.

6.7 Event Planning

None.

7. NEW BUSINESS

Moved by J. Evans, seconded by R. Jasey,
That the following person **BE RE-APPOINTED** to the Board of Directors, Willistead Manor Inc. for a two-year term expiring August 17, 2026:

D. Langstone

Carried.

The Board members discuss the annual fundraising letter and will review the mailing list.

Moved by D. Sanborn, seconded by M. McKenzie,

That the Willistead Manor annual fundraising letter **BE PREPARED** to include an incentive consisting of a draw for a dinner for six at Willistead Manor to an upset limit of $600.00, for donors of $100 or more; and,

That the Board of Directors **AUTHORIZE** any costs associated with the mailing of the annual fundraising letter; and,

That all costs associated with the fundraising letter, including the dinner for six **BE FUNDED** from the Willistead Manor Inc. Operating Account.

Carried.

8. DATE OF NEXT MEETING

The next meeting of the Board of Directors, Willistead Manor Inc., will be held Wednesday February 12, 2025 at 4:30 o'clock p.m.

9. ADJOURNMENT

There being no further business, the meeting is adjourned at 5:21 o'clock p.m.

_____
CHAIRPERSON

_____
EXECUTIVE SECRETARY

Committee Matters: SCM 10/2025

Subject: Minutes of the Windsor Essex Regional Community Safety and Well-Being Plan's Regional Systems Leadership Table of its meeting held June 12, 2024.

MEETING OF THE
WINDSOR ESSEX REGIONAL COMMUNITY SAFETY AND WELL-BEING
SYSTEMS LEADERSHIP TABLE

MEETING MINUTES

WEDNESDAY, JUNE 12TH, 2024; 9:00AM TO 10:00AM

VISION: *"A COMMUNITY WHERE EVERYONE FEELS SAFE, HAS A SENSE OF BELONGING, EQUITABLE ACCESS TO SERVICES AND OPPORTUNITIES, AND CAN HAVE THEIR NEEDS MET ACROSS WINDSOR AND ESSEX COUNTY"*

In Attendance
Co-Chairs
Andrew Daher, Sandra Zwiers
Members
Jeanie Diamond-Francis, Jill Lawrence, Eric Nadalin, Jason Woods
Guest Speakers
Julie Fraser, Allison Prieur
Project Team
Amanda Alchin, Stephen Lynn, Michelle Oake

Regrets
Members
Kevin Blondin, Karel DeGraaf, Angela Ferguson, Bill Marra, Carolyn Warkentin, Joyce Zuk

Agenda Item	Highlights	Action/Update
Call to Order	**1.1 Welcome** • Sandra Zwiers, Co-Chair, Regional Systems Leadership Table (RSLT) Chief Administrative Officer, County of Essex, welcomed members. • It was announced that guest speakers, from Creative Momentum Consulting, would be joining the meeting at 9:45 am to share their progress towards Goal 7 under the "Financial Security & Economic Equity" Priority of the Windsor Essex Regional Community Safety & Well-Being Plan (the Plan). **1.2 Establish Quorum and Call to Order** • 6 members were present, establishing quorum. • The meeting was called to order at 9:06 am. **1.3 Approval of Today's Agenda** Moved by: Andrew Daher Seconded by: Eric Nadalin • The Meeting Agenda for June 12, 2024, was approved. Carried. **1.4 Declaration of Conflicts of Interest** • N/A	

	1.5 Approval of March 21st, 2024, Meeting Minutes Moved by: Andrew Daher Seconded by: Eric Nadalin • The March 21, 2024 Meeting Minutes were approved. Carried.	
Matters of Discussion	**2.1 Progress Updates: Ongoing WERCSWB Projects** **2.1.1 Community Investment Fund** • The RSLT was provided with an update regarding Goals 3, 4, and 7 being actioned through the Community Investment Fund. • Focusing on Goal 4, the RSLT were invited to the launch of the Plan's Neighbourhood Safety & Crime Prevention Walks Toolkit occurring on Thursday, June 27, 2024 at the Giovanni Caboto Club. **2.1.2 Building Safer Communities Fund (BSCF)** • A discussion occurred regarding the call for proposals, which expanded funding through the BSCF to Windsor-Essex Children's Aid Society, Sandwich Teen Action Group, and an additional program through New Beginnings. • The Regional Crime Prevention Council held its first meeting in February and will be holding its second meeting on Friday, June 28, 2024. The goal of this second meeting is to draft a tangible, actionable plan to be executed within one year. **2.1.3 Substance Supports in Neighbourhoods Accessed through Police Partnerships (SSNAPP)** • SSNAPP will be hosting community engagement events and trauma training workshops throughout the rest of the year. **2.2 Council Report** • To provide an update on the Plan, its progress, and timelines, a report appeared before Windsor City Council and was received for information by City Council on May 27, 2024. • A similar report will be received by the County of Essex Town Council in an upcoming meeting.	
Unfinished Business	**3.1 RSLT *Terms of Reference*** • *Terms of Reference* have been disseminated for signature through DocuSign. Signing is still ongoing. • *Terms of Reference* is a living document and will be amended shortly. **3.2 New Structure of RSLT Meetings** **3.2.1 Future (ESN and PWLE) RSLT Members** • In order to work towards Goal 2 of the Plan, which is to '[i]mprove representation and inclusion of priority populations in collaborative decision-	

	making processes for CSWB initiatives,' an Expression of Interest was distributed publicly to expand the RSLT. A subcommittee was struck to evaluate applicants using a standard grading rubric. The RSLT discussed and agreed upon the selected applicants. • Discussion ensued regarding the honoraria policy (e.g., training opportunities) for these selected applicants.	**ACTIONS** • ESN and PWLE will be invited to future RSLT Meetings

New Business / Round Table Discussion	**4.1 Good News**
	• There are many projects coming to completion under the Plan.
	4.2 Focused Discussion – WERCSWB Priority 1: Good Governance and Data
	• The first priority of the Plan is "Good Governance and Data." The following topics were discussed:
	  ○ Tangible (relevant, timely, and in-demand) actions that could be taken to achieve Goal 1.2.
	  ○ A regional approach to actioning this goal and potential opportunities for future project partnership.	

Guest Presentation	**5.1 Community Spotlight: Creative Momentum Consulting** • Goal 7 under the "Financial Security & Economic Equity" Priority of the Plan was discussed to provide context: "Identify existing gaps in the social safety net for those facing income insecurity and poverty with a lens of equity and inclusion for priority populations." • Creative Momentum Consulting, led a presentation on their project that would fulfil Goal 7 of the Plan, including their social service review, gap analysis, action planning, and implementation.	
Adjournment	**6.1 Next Quarterly Meetings** • September 11, 2024 (Cancelled) • December 11, 2024 (Virtual: 9:00 am – 10:00 am) **6.2 Meeting Adjourned** • The meeting was adjourned at 10:01 am.	

Committee Matters: SCM 29/2025

Subject: Minutes of the Windsor Accessibility Advisory Committee of its meeting held December 3, 2024

Windsor Accessibility Advisory Committee (WAAC)

Meeting held December 3, 2024

A meeting of the Windsor Accessibility Advisory Committee is held this day commencing at 11:00 o'clock a.m. via Zoom video conference, there being present the following members:

Sally Bennett Olczak, Co-Chair
Peter Best, Co-Chair
Danica McPhee
Riccardo Pappini
Nicholas Petro

Regrets received from:

Councillor Fred Francis
Surendra Bagga
Caleb Ray

Also present are the following resource personnel:

Mark Keeler, Accessibility/Diversity Officer
Karen Kadour, Committee Coordinator

1. Call to Order

The Chair calls the meeting to order at 11:04 o'clock a.m. and the Committee considers the Agenda being Schedule A, attached hereto, matters which are dealt with as follows:

2. Declaration of Conflict

None disclosed.

3. Adoption of the Minutes

Moved by Danica McPhee, seconded by Nicholas Petro,

That the minutes of the Windsor Accessibility Advisory Committee of its meeting held October 17, 2024, **BE ADOPTED** as presented.

Carried.

4. Business Items

4.1 WAAC Operating and Capital Budget

Sally Bennett Olczak, Co-Chair advises that the current balance of the 2024 Operating Budget is $6,250. The following proposals for expenditures from the 2024 Operating Budget as received from the Windsor Public Library and Huron Lodge are as follows:

- The Windsor Public Library is requesting Victor Readers which is a handheld media player for the blind and visually impaired. It plays DAISY books, MP3, MP4, EPUB, and many other media formats. Easy access to over 36,000 web radio stations and has access to rich media content. The cost is $1,345.
- In 2023, a Snoezelen cart was purchased for Huron Lodge. They are requesting a LED Solar projector to add to their portable cart in the amount of $1,367.
- A carry forward of the remaining Operating Budget funds to 2025 is suggested
- Mark Keeler will meet with representatives from the Recreation and Parks Department in January to discuss new initiatives to be funded from the Capital Fund.

Mark Keeler, Accessibility & Diversity Officer states that part of WAAC's broader discussions will include what belongs to an operating budget versus the capital budget. As equipment depreciates, it may be better to use the capital budget and the operating budget can be used for things like cabs and other activities that WAAC would like to do.

Riccardo Pappini discloses an interest on the matter relating to Huron Lodge as a relative is employed at this institution.

Moved by Nicholas Petro, seconded by Danica McPhee,

That **APPROVAL BE GIVEN** to an expenditure in the upset amount of $1,367 for the purchase of a LED Solar Projector to add to the portable Snoezelen cart for Huron Lodge.

Carried.

Riccardo Pappini discloses an interest and abstains from voting on the matter.

Nicholas Petro requests that Huron Lodge respond in some manner regarding the purchase of the accessory to the Snoezelen cart. Peter Best advises that Caleb Ray has volunteered to follow-up regarding acknowledgements and feedback from Administration on purchases from the Operating Budget.

Moved by Peter Best, seconded by Nicholas Petro,

That **APPROVAL BE GIVEN** to an expenditure in the upset amount of $1,345 for the purchase of two (2) Victor Readers for the Windsor Public Library.

Carried.

4.2 Infrastructure Committee Update

Mark Keeler suggests topics to discuss for 2025 will include Audio Pedestrian Signals, speed humps, accessible transit, and accessible taxicabs. Peter Best, Co-Chair states they are looking at supporting projects such as wheelchair accessible curling for youth and an accessible downtown community drop-in centre. In terms of 311 reporting, Mark Keeler suggests reviewing what that communications protocol will look like for WAAC versus 311.

Peter Best proposes that an e-mail be placed on the City's webpage that would enable the community to communicate with WAAC. Mark Keeler advises that the accessibility@citywindsor.ca e-mail can be put on WAAC's page. He notes that e-mails are also sent to the City Clerk's Office. The challenge is to ensure that the e-mail is advertised and promoted.

Danica McPhee states that the only option online currently to provide feedback on specifically accessible things is the alternative format request. We would like to see an option to identify whether there is an accessibility component of the other forms of requests. Mark Keeler adds that it does not matter whether the issue relates to a bus or a park, if someone has an accessibility issue, they should be able to flag it and send it to the Accessibility and Diversity Officer for follow-up.

Nicholas Petro remarks that currently, the e-mail goes to the Clerk's Office, however, if a person requires accessible resources which are not available, this can be a mental barrier. Mark Keeler suggests inviting someone from the Communications Department to a future infrastructure subcommittee meeting for further discussion.

Peter Best advises that he has been invited to attend a Zoom meeting on December 10, 2024 regarding paratransit and he invites other members to also attend.

Mark Keeler reports that Senior Leadership has approved the Ontario Network of Accessibility Professionals (ONAP) Conference for the City of Windsor. Danica McPhee requests to be involved in the planning of the conference to ensure that the venue is as accessible as possible.

5. Date of Next Meeting

The next meeting will be held in mid February 2025.

6. Adjournment

There being no further business, the meeting is adjourned at 11:39 o’clock a.m.

BY-LAW NUMBER 21-2025

A BY-LAW TO AUTHORIZE THE EXECUTION OF THE TRANSFER PAYMENT AGREEMENT FOR THE GREAT LAKES PROGRAM GRANT BETWEEN THE CORPORATION OF THE CITY OF WINDSOR AND HIS MAJESTY THE KING IN RIGHT OF ONTARIO, REPRESENTED BY THE MINISTER OF THE ENVIRONMENT, CONSERVATION AND PARKS

Passed the 10th day of February, 2025.

WHEREAS the Province of Ontario has agreed to identify projects, municipal and provincial, and be responsible for the transfer of funds to eligible municipalities pursuant to transfer payment agreements.

AND WHEREAS The Corporation of the City of Windsor is eligible for such funds;

AND WHEREAS it is a requirement of the Province of Ontario that an Agreement be entered into between The Corporation of the City of Windsor and the Province of Ontario for such funds;

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

1. That the Chief Administrative Officer and City Clerk of The Corporation of the City of Windsor be and they are hereby authorized to execute any agreements, including the Transfer Payment Agreement, and any amendments thereto, between His Majesty the King in right of Ontario, represented by the Minister of the Environment, Conservation and Parks and The Corporation of the City of Windsor, relating to funding to be provided by the Province of Ontario in connection with the Great Lakes Program.

2. This by-law shall come into force and take effect on the day of the final passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

First Reading – February 10, 2025
Second Reading – February 10, 2025
Third Reading – February 10, 2025

BY-LAW NUMBER 22-2025

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

Passed the 10th day of February, 2025.

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

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

1. By-law Number 8600 is further amended by changing the Zoning District Maps or parts thereof referred to in Section 1, of the by-law and made part thereof, so that the zoning district symbol of the lands described in Column 3 shall be changed from that shown in Column 5 to that shown in Column 6:

1. Item Number	2. Zoning District Map Part	3. Lands Affected	4. Official Plan Amendment Number	5. Zoning Symbol	6. New Zoning Symbol
1	14	Part of Block “A”, Registered Plan 1628 except for Part 1, Plan 12R-11541, identified as PIN 01066-0197 (northeast corner of Wyandotte Street East and Watson Avenue; known municipally as 0 Wyandotte Street East; Roll No: 060-330-00100)	--	CD2.1	RD3.2

DREW DILKENS, MAYOR

CITY CLERK

First Reading – February 10, 2025
Second Reading – February 10, 2025
Third Reading – February 10, 2025

BY-LAW NUMBER 23-2025

A BY-LAW TO ADOPT AMENDMENT NO. 190 TO THE OFFICIAL PLAN OF THE CITY OF WINDSOR

Passed the 10th day of February, 2025.

WHEREAS pursuant to the provisions of Section 17(1) of the *Planning Act,* R.S.O. 1990, c. P.13 as amended, the Minister of Municipal Affairs and Housing (Minister) is the approval authority in respect of the approval of a plan as an official plan.

AND WHEREAS Section 17(9) of the said *Planning Act* provides that the Minister may by order exempt a proposed official plan amendment from his approval under Section 17(1) of the said Act.

AND WHEREAS pursuant to the provisions of Ontario Regulation 525/97 all amendments to the official plan of the City of Windsor commenced after January 19, 1998 are exempt from the approval of the said Minister.

THEREFORE the Council of the Corporation of the City of Windsor in accordance with the provisions of the said *Planning Act* hereby enacts as follows:

1. That Amendment No. 190 to the Official Plan of the City of Windsor, attached hereto, is hereby adopted.

DREW DILKENS, MAYOR

CITY CLERK

First Reading – February 10, 2025
Second Reading – February 10, 2025
Third Reading – February 10, 2025

AMENDMENT NO. 190

TO THE

CITY OF WINDSOR OFFICIAL PLAN

Part E (Details of the Amendment) of the following text and Schedule K of the City of Windsor Official Plan constitute Amendment No. 190.

Also included, but not constituting part of the Amendment, are explanations of purpose, location, background, legislative and policy basis, public involvement, implementation, and results of public consultations.

A. PURPOSE

The purpose of this amendment is to update the policies in the City of Windsor Official Plan specific to the implementation of the Essex Region Source Protection Plan and the Ontario *Clean Water Act, 2006*. The proposed amendments introduce a new *Schedule K – Source Water Protection Areas* and corresponding policies in Chapter 5 of the Official Plan. This amendment brings the Official Plan into conformity with Section 16(3) of the *Planning Act* and Part III s.39 of the *Clean Water Act.*

B. LOCATION

This amendment applies to the City of Windsor Source Water Protection areas as identified in the Essex Region Source Protection Plan and shown on Schedule "K" attached hereto.

C. BACKGROUND

The Province of Ontario introduced the *Clean Water Act* in 2006 with the mandate to create Source Protection Plans with the goal of providing a framework and policies to reduce the risk posed by water quality and quantity threats to sources of drinking water.

The Essex Region Source Protection Plan (SPP) was implemented in 2015 and as part of the plan, municipalities are required to periodically update their planning documents to be consistent with the policies of the Source Protection Plan (SPP).

The proposed Official Plan policies have been prepared in conformity with the Essex Region Source Protection Plan and will continue to implement the Source Protection Plan policies and ensure that planning decisions are in conformity with the policies that address significant drinking water threats as per Part III s.39(1) of the *Clean Water Act.*

D. LEGISLATIVE CONTEXT AND POLICY BASIS FOR THE AMENDMENT

The proposed Official Plan amendments are consistent with the Provincial Planning Statement, and City of Windsor Official Plan. Further details relating to the development of these lands will be reviewed through future development planning processes, including zoning by-law amendments and Site Plan Control.

Provincial Planning Statement 2024

The Provincial Planning Statement (PPS2024) provides policy direction on matters of provincial interest related to land use planning and development. In respect of the exercise of any authority that affects a planning matter, section 3 of the *Planning Act* requires that decisions affecting planning matters "shall be consistent with" policy statements issued under the *Act*.

The PPS2024 places several obligations on municipalities related to source water protection features. Relevant excerpts from the PPS are provided below:

Chapter 4: Wise Use and Management of Resources
4.2 Water

1. Planning authorities shall protect, improve or restore the quality and quantity of water by:

a) using the watershed as the ecologically meaningful scale for integrated and long-term planning, which can be a foundation for considering cumulative impacts of development;

b) minimizing potential negative impacts, including cross-jurisdictional and cross-watershed impacts;

c) identifying water resource systems;

d) maintaining linkages and functions of water resource systems;

e) implementing necessary restrictions on development and site alteration to:

1. protect all municipal drinking water supplies and designated vulnerable areas; and

2. protect, improve or restore vulnerable surface and ground water, and their hydrologic functions;

f) planning for efficient and sustainable use of water resources, through practices for water conservation and sustaining water quality; and

g) ensuring consideration of environmental lake capacity, where applicable.

2. Development and site alteration shall be restricted in or near sensitive surface water features and sensitive ground water features such that these features and their related hydrologic functions will be protected, improved or restored, which may require mitigative measures and/or alternative development approaches.

3. Municipalities are encouraged to undertake, and large and fast-growing municipalities shall undertake watershed planning to inform planning for sewage and water services and stormwater management, including low impact development, and the protection, improvement or restoration of the quality and quantity of water.

4. Despite policy 4.2.3, where planning is conducted by an upper-tier municipality that includes one or more lower-tier large and fast-growing municipalities, the upper-tier municipality shall undertake watershed planning in partnership with lower-tier municipalities, including lower-tier large and fast-growing municipalities.

5. All municipalities undertaking watershed planning are encouraged to collaborate with applicable conservation authorities.

Chapter 6: Implementation and Interpretation
6.2 Coordination

1. *A coordinated, integrated and comprehensive approach should be used when dealing with planning matters within municipalities, across lower, single and/or upper-tier municipal boundaries, and with other orders of government, agencies, boards, and Service Managers including:*

    a) *managing and/or promoting growth and development that is integrated with planning for infrastructure and public service facilities, including schools and associated child care facilities;*

    b) *economic development strategies;*

    c) *managing natural heritage, water, agricultural, mineral, and cultural heritage and archaeological resources;*

    d) *infrastructure, multimodal transportation systems, public service facilities and waste management systems;*

    e) *ecosystem, shoreline, watershed, and Great Lakes related issues;*

    f) *natural and human-made hazards;*

City of Windsor Official Plan (OP)

Chapter 5 (Environmental Management) currently includes policies regarding water quality and watershed planning.

Growth Concept, S 3.2.3.4, OP Vol 1:

HEALTHY ECOSYSTEM
Windsor will achieve greater harmony between human activities and natural systems. Attention will be given to establishing a flourishing natural environment, with clean air, land and water.

Environment, s. 5.0 of OP Vol. 1*:* Preamble
A healthy and sustainable environment represents a balance between human activities and natural features and functions. In order to attain this balance, Council will enhance the quality of Windsor's natural environment and manage development in a manner that recognizes the environment as the basis of a safe, caring and diverse community and a vibrant economy.

Environment, s. 5.3 of OP Vol. 1: **Environmental Quality**

WATER QUALITY
5.3.1.9 To improve the water quality of watercourses within Windsor.

WATERSHED PLANNING
5.3.1.10 To integrate water related resource management strategies and land use planning processes through watershed planning.

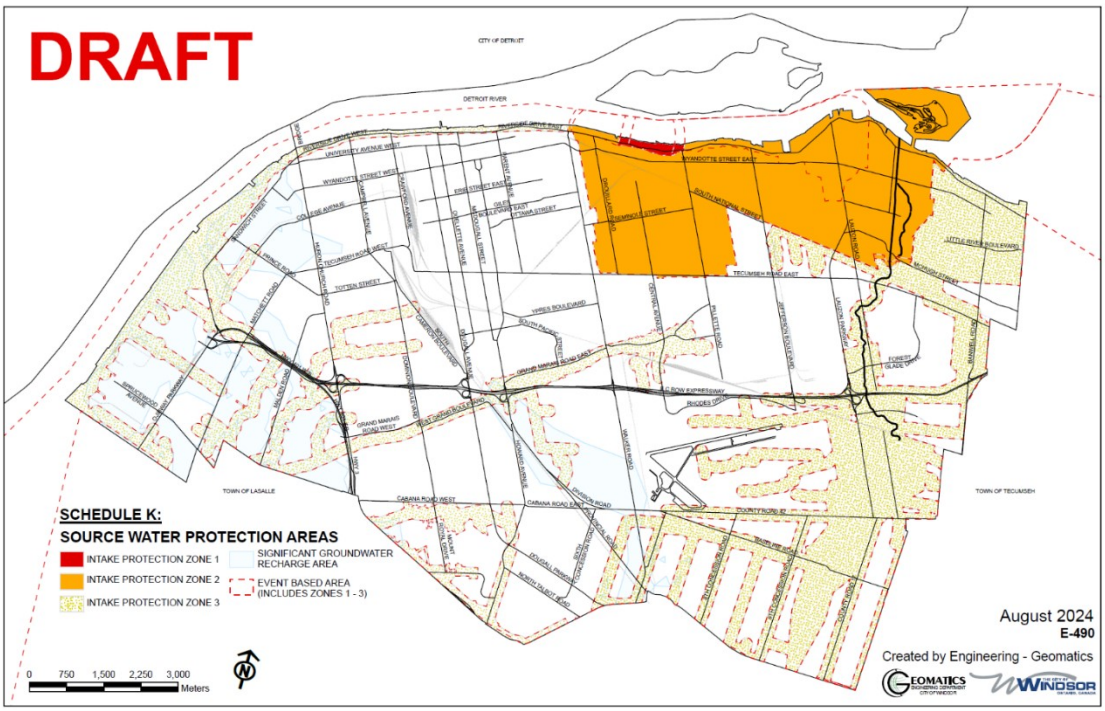
E. THE AMENDMENT

Summary of the Amendment

The proposed amendment will introduce Schedule K: Source Water Protection Areas and the corresponding definitions and policies regarding Source Water Protection in Chapters 2 and 5 in Volume 1: The Primary Plan.

Details of Official Plan Amendment

1. That Volume I, ***Schedule K: Source Water Protection Areas*** as shown on the attached map **BE ADDED.**



2. That Volume I: of the Official Plan, be **AMENDED** as follows:

Chapter 5	5.0	A healthy and sustainable environment represents a balance between human activities and natural features and functions. In order to attain this balance, Council will enhance the quality of Windsor's natural environment and manage development in a manner that recognizes the environment as the basis of a safe, caring and diverse community and a vibrant economy. This chapter of the Official Plan provides goals, objectives and policies for the environmental designations identified on Schedule B: Greenway System; Schedule K: Source Water Protection Areas, and Schedule C: Development Constraint Areas and should be read in conjunction with the other parts of this Plan.

Source Water Protection	5.3.9	Source water protection policies have been adopted under the Essex Region Source Protection Plan (2015; as amended); which implements the Clean Water Act, 2006 directive to ensure that source drinking water is protected for existing and future sources of municipal drinking water. Source Water Protection Areas are identified by the approved Essex Region Source Protection Plan and mapped on Schedule K: Source Water Protection Areas of this plan. Source Water Protection Areas consist of vulnerable areas identified as 'Intake Protection Zones (IPZs), Highly Vulnerable Aquifers (HVAs) and Significant Groundwater Recharge Areas (SGRAs). The City of Windsor has no HVAs. These areas are significant in that they contribute, or are in close proximity to municipal drinking water intakes which are vulnerable to contamination and incompatible land uses. All municipal decisions under the Planning Act or Condominium Act within identified source water protection areas must conform to the applicable policies in an approved Source Protection Plan.
Objectives	5.3.9.1	To protect the quality and supply of existing and future drinking water sources. The City will implement Source Protection Plans under the provisions of the Clean Water Act, and this Plan will be amended, as required, to conform with relevant policies set out in the Source Protection Plan.
General Policies	5.3.9.2	Within areas identified in an approved Source Protection Plan any use or activity that is, or would be, a significant drinking water threat may be managed or otherwise restricted by Source Protection Plan Policies.

Intake Protection Zones (IPZs) and Events Based Areas	5.3.9.3	Intake Protection Zones are areas of land and water, where run-off from streams or drainage systems, in conjunction with currents in lakes and rivers, could directly impact on the source water at the municipal drinking water intakes. Intake Protection Zones include Event Based Areas (EBA) where modeling has demonstrated that a spill from a specific activity can or could cause deterioration to the raw water quality at the drinking water system.
Groundwater	5.3.9.4	The City of Windsor recognizes a relationship between groundwater in terms of recharge and discharge functions. Groundwater and surface water is not confined to municipal boundaries. As such, the City will collaborate with local municipalities, and the relevant Source Protection Authorities as required to ensure the effective management of water resources.
Source Water Protection Authority	5.3.9.5	The City of Windsor shall collaborate with the Source Protection Authority in the monitoring and implementation of the Source Protection Plan. Where required by policies in an approved Source Protection Plan, all applicable development applications or proposed land use changes within an Intake Protection Zone area shall be screened in keeping with the Source water protection plan policies and/or the Written Direction when provided by the Risk Management Official to satisfy the Source water protection plan policies.
Source Water Impact Assessments	5.3.9.6	The City of Windsor may require additional assessments and/or risk management plans to be prepared by a qualified professional as part of any development or site alteration application that is, or would be, a significant drinking water threat to identify, assess and mitigate any potential impacts within the Source Water Protection Areas.

Glossary	2.0	*Intake Protection Zone* – An area delineated in the Essex Region Source Protection Plan established around a surface water intake of drinking water as prescribed in the Technical Rules: *Clean Water Act, 2006.* *Risk Management Plan* - A plan for reducing a risk, prepared in accordance with the regulations and the rules under S58/59 of the *Clean Water Act, 2006.* *Significant drinking water threat or significant threat* A prescribed activity under the *Clean Water Act, 2006* that, under specified circumstances, adversely affects, or has the potential to adversely affect, the quality and quantity of any water that is or may be used as a source of municipal drinking water. *Source Protection Plan* - Means a drinking water source protection plan prepared under the *Clean Water Act ,2006.* *Source Water*- Water in its natural or raw state, prior to being drawn into a municipal drinking water system.

F. PUBLIC INVOLVMENT

Planning staff have consulted with the Coordinator of the Source Protection Plan Program and Public Works staff, regarding the proposed changes included in the amendment. In addition, the preparation of the Source Protection Plans incorporated an extensive process that included broad public consultation.

Public Notice: The statutory notice required under the Planning Act was provided in the Windsor Star prior to the Development & Heritage Standing Committee Meeting (DHSC) meeting.

G. IMPLEMENTATION:

The Amendment should be read and implemented in conjunction with the overall policies contained with the Official Plan.

Appendix A (Results of Public Consultation)

December 2, 2024, Minutes of the Development & Heritage Standing Committee, as the statutory public meeting under the Planning Act

7. *PLANNING ACT* MATTERS

7.7 Official Plan Amendment 190 Source Water Policies- City Wide

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

Dr. Katie Stammler, Risk Management Officer, ERCA, is available for questions.

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

Decision Number: **DHSC 682**

1. That Volume 1: The Primary Plan of the City of Windsor Official Plan **BE AMENDED** by adopting Official Plan Amendment (OPA) 190 attached hereto as Appendix 1, and summarized as follows:

    a) Chapter 2, Glossary; is hereby amended by adding definitions
    b) Chapter 5, Environment is hereby amended by adding section 5.39 Source Water Protection Policies

2. That Volume 1: The Primary Plan of the City of Windsor Official Plan **BE AMENDED** by adopting Schedule K: Sourcewater Protection Areas as shown in Appendix 1.

Carried.

Report Number: S 159/2024
Clerk's File #: Z/14881

CITY OF WINDSOR COUNCIL MEETING:

A meeting of City Council was held on January 13, 2025 at which time the recommendation of the Development & Heritage Standing Committee and the Staff Report S 159/2024 were considered. Council approved the recommendation of DHSC:

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Mark McKenzie
Decision Number: CR17/2025 DHSC 682

1. That Volume 1: The Primary Plan of the City of Windsor Official Plan **BE AMENDED** by adopting Official Plan Amendment (OPA) 190 attached hereto as Appendix 1, and summarized as follows:
a) Chapter 2, Glossary; is hereby amended by adding definitions
b) Chapter 5, Environment is hereby amended by adding section 5.39 Source Water Protection Policies

2. That Volume 1: The Primary Plan of the City of Windsor Official Plan **BE AMENDED** by adopting Schedule K: Sourcewater Protection Areas as shown in Appendix 1.

Carried.
Report Number: SCM 373/2024 S 159/2024
Clerk's File: Z/14881 8.15
Anna Ciacelli
Deputy City Clerk
January 23, 2025

BY-LAW NUMBER 24-2025

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

Passed the 10th day of February, 2025.

WHEREAS it is deemed expedient to further amend By-law Number 85-18, cited as the "The Corporation of the Township of Sandwich South Zoning By-law" passed the 21st day of May, 1985, as heretofore amended:

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

1. THAT Zoning By-law 85-18 **BE AMENDED** by changing the zoning of CON 8 PT LOT 15 RP 12R10850 PARTS 7 & 14, situated on the north side of Joy Road and east of 8th Concession Road, known municipally as 5172 Joy Road, by adding a defined area as follows:

6.3.17 Defined area R1-17 as shown on schedule "A", Map 3 of this by-law.

a) Maximum lot coverage for all accessory structures 193 m^2

b) Maximum height of all accessory structures 4.3 m

c) Materials
   i. A barn or accessory structure may be constructed with post, beam, or galvanized steel materials

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

1. Item Number	2. Zoning District Map Part	3. Lands Affected	4. Official Plan Amendment Number	5. Zoning Symbol
1	13	CON 8 PT LOT 15 RP 12R10850 PARTS 7 & 14 (located on the north side of Joy Road and east of 8th Concession Road)	N/A	R1-17

DREW DILKENS, MAYOR

CITY CLERK

First Reading – February 10, 2025
Second Reading – February 10, 2025
Third Reading – February 10, 2025

BY-LAW NUMBER 25-2025

A BY-LAW TO ADOPT AMENDMENT NO. 188
TO THE OFFICIAL PLAN OF THE CITY OF
WINDSOR

Passed the 10th day of February. 2025.

WHEREAS pursuant to the provisions of Section 17(1) of the *Planning Act*, R.S.O. 1990, c. P.13 as amended, the Minister of Municipal Affairs and Housing (Minister) is the approval authority in respect of the approval of a plan as an official plan.

AND WHEREAS Section 17(9) of the said *Planning Act* provides that the Minister may by order exempt a proposed official plan amendment from his approval under Section 17(1) of the said Act.

AND WHEREAS pursuant to the provisions of Ontario Regulation 525/97 most amendments to the official plan of the City of Windsor commenced after January 19, 1998 are exempt from the approval of the said Minister.

THEREFORE the Council of the Corporation of the City of Windsor in accordance with the provisions of the said *Planning Act* hereby enacts as follows:

1. That Amendment No. **188** to the Official Plan of the City of Windsor, attached hereto, is hereby adopted.

DREW DILKENS, MAYOR

CITY CLERK

First Reading – February 10, 2025
Second Reading – February 10, 2025
Third Reading – February 10, 2025

AMENDMENT NO. 188

TO THE

OFFICIAL PLAN

CITY OF WINDSOR

Part D (Details of the Amendment) of the following text and attached Schedule A of the City of Windsor Official Plan constitute Amendment No. 188.

Also included, but not constituting part of the Amendment, are explanations of Purpose, Location, Background, and Implementation of the Amendment, and Appendix A (Results of Public Notification).

A. PURPOSE:

The purpose of Amendment No. 188 is to amend Schedule "A" of Volume I: The Primary Plan of the City of Windsor Official Plan by designating the subject parcels as a Special Policy Area and to add a Special Policy Area to Volume II: Secondary Plans and Special Policy Areas of the City of Windsor Official Plan to allow a multiple dwelling as an additional permitted use on the subject land.

B. LOCATION:

The amendment applies to the land described as Lots 1 and 2, Plan 12M665 (PIN 01560-2839, 01560-2640), situated on the east side of Sixth Concession Road, north of Holburn Street, and known municipally as 4088 and 4096 Sixth Concession Road (Roll No. 070-150-01501, 070-150-01502).

C. BACKGROUND:

The Applicant is requesting an Official Plan Amendment that, notwithstanding the North Roseland Secondary Plan, a multiple dwelling with a building height of 11.21 m is an additional permitted use and that one access shall be permitted to Sixth Concession Road. The Applicant is also requesting a Zoning By-law Amendment changing the zoning by adding site specific provision to allow a Multiple Dwelling as an additional permitted main use subject to additional provisions.

The subject land is located within the North Roseland Planning District in Schedule A – Planning Districts & Policy Areas of Volume I of the Official Plan. The land is designated as Residential on *Schedule D: Land Use* on the *City of Windsor Official Plan* and Low Profile Residential on *Schedule NR2-7: Land Use Designations* in the *North Roseland Secondary Plan* ("the Plan") in Volume II Chapter 3 of the Official Plan. The Plan designation provides for single detached, semi-detached and on-street townhouse developments and only permits on-street townhouses along local roads.

The parcel is zoned Residential District 1.2 (RD1.2) by Zoning By-law 8600, has an area of 2,355.53 m^2, a width of 40.6 m, and a depth of 57.9 m, and is currently vacant. The RD1.2 zoning permits one single unit dwelling, existing semi-detached dwelling and existing duplex dwelling. Administration recommends maintaining the existing RD1.2 zone and add a site-specific exception that allows the development to proceed as proposed, subject to additional provisions.

The development as proposed will be subject to site plan control.

When Official Plan Amendment 188 is approved, the requested zoning amendment will conform to the Zoning Amendment Policies in Section 11.6.3 of the Official Plan and conform to the general direction of the Official Plan.

D. DETAILS OF THE AMENDMENT:

1) THAT Schedule “A” of Volume I: The Primary Plan of the City of Windsor Official Plan **BE AMENDED** by designating Lots 1 and 2, Plan 12M665 (PIN 01560-2839, 01560-2640), situated on the east side of Sixth Concession Road, north of Holburn Street, as a Special Policy Area.

2) THAT Chapter 1 in Volume II: Secondary Plans and Special Policy Areas of the City of Windsor Official Plan **BE AMENDED** by adding a new Special Policy Area as follows:

1.X EAST SIDE OF SIXTH CONCESSION ROAD, NORTH OF HOLBURN STREET

LOCATION	1.X.1	The land described as Lots 1 and 2, Plan 12M665 (PIN 01560-2839, 01560-2640) is designated on Schedule A: Planning Districts and Policy Areas in Volume I - The Primary Plan.
ADDITIONAL PERMITTED USES	1.X.2	Notwithstanding the “Low Profile Residential” land use designation on Schedule NR2-7: Land Use Designations and the Low Profile Residential policies in Section 3.7.2 of the North Roseland Planning Area, a multiple dwelling having a maximum building height of 11.3 m shall be an additional permitted use.
ACCESS TO SIXTH CONCESSION ROAD	1X.3	Notwithstanding Section 3.7.7.4 of the North Roseland Planning Area, for a Multiple Dwelling, one access shall be permitted to Sixth Concession Road.

E. IMPLEMENTATION:

1) This amendment is to be implemented by an amendment to Zoning By-law 8600 as recommended in Report Number S 141/2024 (Z-021/24 ZNG/72176 & OPA 187 OPA/7218) and approved by Council by CR14/2025 DHSC 679.

2) The proposed development will be deemed a development per Section 41(1) of the Planning Act and therefore, Site Plan Control will be an additional tool for the implementation of this amendment.

APPENDIX A

The following are the results of public notification of the amendments and the outcome of public meetings. Comments relate to the Official Plan Amendment and the associated rezoning amendment.

DEVELOPMENT & HERITAGE STANDING COMMITTEE (DHSC):

A meeting of the DHSC was held on December 2, 2024, to consider the applications (Z-021/24 ZNG/7217 & OPA 188 OPA/7218) and Staff Report S 141/2024. This is the statutory public meeting required by the Planning Act. Below is an extract from the minutes of the meeting:

7.4. OPA & Rezoning – 1722912 Ontario – 4088-4096 6th Concession Rd – OPA 188 OPA/7218 Z-021/24 ZNG/7217 - Ward 9

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

Jackie Lassaline, Lassaline Planning Consultants (agent) is available for questions.

Muhammad Siddiqui, (area resident) presents a petition with more than 200 homeowners and residents in opposition to the proposed development.

Councillor Kieren McKenzie raises a Point of Order which is acknowledged by Chair Morrison.

Mr. Siddiqui states that the scale and character of the proposed development will impact the quality of life especially for seniors, environmental impact to the local ecosystem, lack of green space, increased noise, pollution, and accidents due to high traffic, and safety concerns with a large ditch and no sidewalks. Mr. Siddiqui states that resident safety should be the priority. Mr. Siddiqui notes that Talbot Trail Public School is at capacity.

Abdul Naboulsi (area resident) has concerns that the Committee is approving everything and that development of large apartment buildings or three storey townhomes is not what residents want. Mr. Naboulsi states that the developments are either in alignment with the Official Plan or they are not. Mr. Naboulsi inquires whether these developments are affordable or attainable and what price the homes or apartments will be sold for. Mr. Naboulsi states that residents do not support intensification in the area.

Chair Morrison states that the Developer is responsible for pricing of units with no indication of whether the housing will be affordable or not.

Dr. Suzanne De Froy (area resident) states that she is committed to building a healthy and community and realizes that the provincial and federal government has offered monetary incentives to reach targets. Ms. De Froy has concerns that the provincial targets for affordable housing has created an urgent demand, and changing by-laws will not be a problem in favour of developers and not the concerned resident. Ms. De Froy states safety concerns on Sixth Concession for drivers, pedestrians and bikers along a narrow gravel side and ditches. Ms. De Froy states development along the road is not inline with the City's plan for promoting densification along major thoroughfares and transit corridors. Ms. De Froy states that the City's Official Plan states that owners, neighbourhoods and the community are protected from inappropriate developments and that the proposal is not comparable with existing residences and normalizes a form of urban sprawl that is alarming and precedent setting.

Tuseef Rehman (area resident) has concerns with overcrowded schools, pedestrian safety due to lack of sidewalks and increased traffic. Mr. Rehman states he has no opposition to the development, but they should provide amenities such as schools, parking and police.

Chair Morrison refers Mr. Rehman to speak with School Board Trustees about schooling needs in the neighbourhood as the City does not have any jurisdiction over schools.

Brian Kukhta (area resident) states that the development will set a precedent and change the neighborhood which the residents do not want. Mr. Kukhta states this development is not consistent with the surrounding neighbourhood and has concerns with the lack of green space, flooding, garbage and recycling, and first responders. Mr. Kukhta states the traffic studies are flawed and that by-laws are meant to maintain the integrity of the subdivisions.

Councillor Kieran McKenzie inquires about Sixth Concession being designated as a recreation way.

Mr. Szymczak states that the recreation way designation means that Sixth Concession will havefacilities for bikes and pedestrians.

Councillor Kieran McKenzie asks when that was passed. Mr. Szymczak states over 20 years ago.

Councillor McKenzie states that is enough for him to say no to the development.

Councillor Kieran McKenzie inquires if there have been internal discussions regarding funding to implement the 6th Concession Road/North Talbot Road environmental assessment (EA). Neil Robertson defers the question to the Public Works. Patrick Winters states that there are no funds allocated in the ten-year capital plan for Sixth Concession but are looking at opportunities to fund some of the work.

Councillor Kieran McKenzie inquires if Administration prioritizes funding prior to releasing the budget, and if there has ever been an administration recommendation for the Sixth Concession if it is not in the ten-year capital plan. Mr. Winters states that he is not involved in those discussions, but is aware of conflicting priorities for upgrading roads that have a completed EA and are ready with a detailed design and funding,

Councillor Kieran McKenzie inquires why some of the EA has been implemented but there is no plan to implement the remainder of the EA. Mr. Winters states that, per the EA Act, you have ten years to implement a phase that was identified in the EA, and this EA is active.

Councillor Kieran McKenzie inquires about the stormwater management report and the impact on existing infrastructure. Juan Paramo states that this development will be required to provide a storm water management plan during the site plan control process.

Councillor Kieran McKenzie inquires if this development is characterised as infill. Mr. Robertson states that it is considered infill because infrastructure and transit are present.

Councillor Marignani inquires if there are any concerns with the deficiencies such as parking spaces or parking area separation from the building wall containing room windows. Mr. Szymczak states that the building and parking area were designed to maximize setbacks from existing dwellings and that he has no concerns with those deficiencies.

Councillor Kieran McKenzie states he will oppose the proposal due to the condition of the road, the lack of infrastructure, the road is insufficient to promote a suitable amount of safety for pedestrians and cyclists, and the lack of active transportation infrastructure.

Councillor Francis states he supports that motion. Councillor Francis disagrees with the opinion that the project is sensitively integrated within the surrounding neighbourhood when it’s the first development proposed like this.

Member Grenier inquires if by not supporting the motion will it push for improvements to the roads, as additional developments will create more issues.

Councillor Marignani states that it is important in reviewing the developments that we look at what the City is responsible for and that warrants further discussion before going forward with this project.

Chair Morrison states that this is a compatible development and will not be supporting the motion to deny, and that Council can express their concerns for infrastructure improvements if they believe something is a priority.

Councillor Kieran McKenzie clarifies his comments around investment decisions with respect to Sixth Concession, and notwithstanding his opposition to the development, that there is tremendous amount of diligence, analysis and professional expertise from Administration.

Chair Morrison states that the application will go forward to City Council later.

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

Decision Number: **DHSC 679**

That the application for "OPA & Rezoning – 1722912 Ontario – 4088-4096 6th Concession Rd – OPA 188 OPA/7218 Z-021/24 ZNG/7217 - Ward 9" **BE DENIED**.

Carried.
Councillor Jim Morrison voting nay.

Report Number: S 141/2024
Clerk's File: Z/14862 & Z/14863

CITY OF WINDSOR COUNCIL MEETING:

A meeting of City Council was held on January 13, 2025, at which time the recommendations of Administration (Report Number: S 141/2024) and the DHSC (SCM 370/2024 Item No. 8.12) were considered. Below is an extract from the minutes of the meeting:

Written submissions were received from Aarti Pandya, Afifa Rahman, Marilyn Villalta, Mark Poisson, Marla Sponarski, and Suzanna De Froy.

Adam Szymczak (author), Senior Planner – Development, is available for questions.

Jackie Lassaline, Lassaline Planning Consultants (agent) speaks in favour of the application.

Area residents made oral presentations in opposition to the proposed amendments.

Decision Number: CR14/2025 DHSC 679

1. THAT Schedule A of Volume I: The Primary Plan of the City of Windsor Official Plan **BE AMENDED** by designating Lots 1 and 2, Plan 12M665 (PIN 01560-2839, 01560-2640), situated on the east side of Sixth Concession Road, north of Holburn Street, as a Special Policy Area.

2. THAT Chapter 1 in Volume II: Secondary Plans and Special Policy Areas of the City of Windsor Official Plan **BE AMENDED** by adding a new Special Policy Area as follows:

1.X EAST SIDE OF SIXTH CONCESSION ROAD, NORTH OF HOLBURN STREET

LOCATION	1.X.1	The land described as Lots 1 and 2, Plan 12M665 (PIN 01560-2839, 01560-2640) is designated on Schedule A: Planning Districts and Policy Areas in Volume I - The Primary Plan.
ADDITIONAL PERMITTED USE	1.X.2	Notwithstanding the "Low Profile Residential" land use designation on Schedule NR2-7: Land Use Designations and the Low Profile Residential policies in Section 3.7.2 of the North Roseland Planning Area, a multiple dwelling having a maximum building height of 11.3 m shall be an additional permitted use.
ACCESS TO SIXTH CONCESSION ROAD	1X.3	Notwithstanding Section 3.7.7.4 of the North Roseland Planning Area, for a Multiple Dwelling, one access shall be permitted to Sixth Concession Road.

3. THAT Zoning By-law 8600 **BE AMENDED** by changing the zoning of Lots 1 and 2, Plan 12M665 (PIN 01560-2839, 01560-2640), situated on the east side of Sixth Concession Road, north of Holburn Street, and known municipally as 4088 and 4096 Sixth Concession Road (Roll No. 070-150-01501, 070-150-01502) by adding the following site specific exception:

465. EAST SIDE OF SIXTH CONCESSION ROAD, NORTH OF HOLBURN STREET

For the land described as Lots 1 and 2, Plan 12M665 (PIN 01560-2839, 01560-2640) the following additional provisions shall apply:

1) A *Multiple Dwelling* shall be additional permitted *main use*:

2) The following additional provisions shall apply to an additional permitted *main use*:

a)	Lot Frontage – minimum	40.0 m
b)	Lot Area – minimum	2,300 m^2
c)	Lot Coverage – maximum	35% of *lot area*
d)	Main Building Height – maximum	11.3 m
e)	Front Yard Depth – minimum	3.0 m
f)	Rear Yard Depth – minimum	4.9 m
g)	Side Yard Width – minimum	
	From northerly Side Lot Line	15.0 m
	From southerly Side Lot Line	3.90 m
h)	Landscaped Open Space Yard – minimum	28% of *lot area*
i)	Dwelling Units – maximum	21

j) Parking Spaces – minimum 24

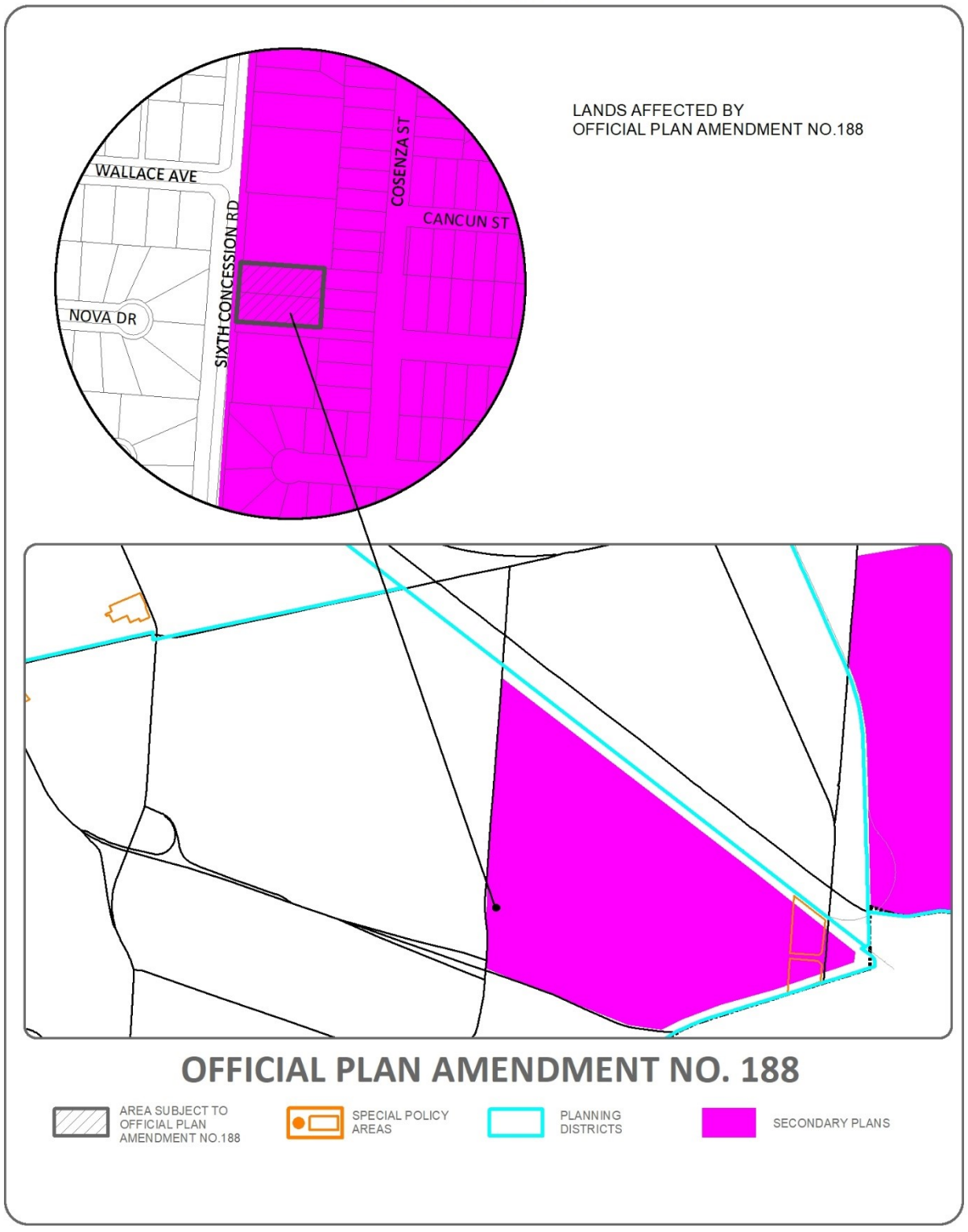
k) Notwithstanding Section 25.5.20.1.5, the minimum *parking area* separation from a *building wall* in which is located a main pedestrian entrance facing the *parking area* shall be 1.50 m.

m) Notwithstanding Section 25.5.20.1.6, the minimum *parking area* separation from a *building wall* containing a *habitable room window* or containing both a main pedestrian entrance and a *habitable room window* facing the *parking area* where the *building* is located on the same *lot* as the *parking area* shall be 1.30 m.

Carried.

Report Number: SCM 370/2024 & S 141/2024
Clerk's File: Z/14862 & Z/14863

SCHEDULE A


LANDS AFFECTED BY
OFFICIAL PLAN AMENDMENT NO.188
WALLACE AVE
SIXTH CONCESSION RD
COSENZA ST
CANCUN ST
NOVA DR
OFFICIAL PLAN AMENDMENT NO. 188
AREA SUBJECT TO OFFICIAL PLAN AMENDMENT NO.188
SPECIAL POLICY AREAS
PLANNING DISTRICTS
SECONDARY PLANS

BY-LAW NUMBER 26-2025

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

Passed the 10th day of February. 2025.

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

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

1. That subsection 1 of Section 20, of By-law Number 8600, is amended by adding the following paragraph:

465. EAST SIDE OF SIXTH CONCESSION ROAD, NORTH OF HOLBURN STREET

For the land described as Lots 1 and 2, Plan 12M665 (PIN 01560-2839, 01560-2640) the following additional provisions shall apply:

1) A *Multiple Dwelling* shall be additional permitted *main use*:

2) The following additional provisions shall apply to an additional permitted *main use*:

a)	Lot Frontage – minimum	40.0 m
b)	Lot Area – minimum	2,300 m^2
c)	Lot Coverage – maximum	35% of *lot area*
d)	Main Building Height – maximum	11.3 m
e)	Front Yard Depth – minimum	3.0 m
f)	Rear Yard Depth – minimum	4.9 m
g)	Side Yard Width – minimum	
	From northerly Side Lot Line	15.0 m
	From southerly Side Lot Line	3.90 m
h)	Landscaped Open Space Yard – minimum	28% of *lot area*
i)	Dwelling Units – maximum	21
j)	Parking Spaces – minimum	24

k) Notwithstanding Section 25.5.20.1.5, the minimum *parking area* separation from a *building wall* in which is located a main pedestrian entrance facing the *parking area* shall be 1.50 m.

m) Notwithstanding Section 25.5.20.1.6, the minimum *parking area* separation from a *building wall* containing a *habitable room window* or containing both a main pedestrian entrance and a *habitable room window* facing the *parking area* where the *building* is located on the same *lot* as the *parking area* shall be 1.30 m.

[ZDM 13; ZNG/7217]

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

1. Item Number	2. Zoning District Map Part	3. Lands Affected	4. Official Plan Amendment Number	5. Zoning Symbol
1	13	Lots 1 and 2, Plan 12M665 (PIN 01560-2839, 01560-2640) (east side of Sixth Concession Road, north of Holburn Street; known municipally as 4088 and 4096 Sixth Concession Road; Roll No. 070-150-01501, 070-150-01502)	188	S.20(1)465

DREW DILKENS, MAYOR

CITY CLERK

First Reading – February 10, 2025
Second Reading – February 10, 2025
Third Reading – February 10, 2025

BY-LAW NUMBER 27-2025

A BY-LAW TO ASSUME KENT STREET FROM MALDEN ROAD TO A LINE DRAWN BETWEEN THE EASTERLY LIMITS OF LOTS 153 AND 230, REGISTERED PLAN 553, BEING SHOWN AS KENT STREET ON REGISTERED PLAN 553, IN THE CITY OF WINDSOR

Passed the 10th day of February, 2025.

WHEREAS the lands described in Schedule "A" annexed hereto and forming part of this by-law are vested in The Corporation of the City of Windsor.

AND WHEREAS The Corporation of the City of Windsor entered into a agreement dated October 22, 1968 with Salvatore Pupatello and Vince Pupatello to open and maintain Kent Street from Malden Road to a line drawn between the easterly limit of Lots 153 and 230, Registered Plan 553 and the City Engineer advises that the municipal services have been installed to the City Engineer's satisfaction;

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

1. That Kent Street from Malden Road to a line between the easterly limit of Lots 153 and 230, Registered Plan 553 and described in Schedule "A" annexed hereto is assumed by The Corporation of the City of Windsor.

2. That this by-law shall come into force and take effect after the final passing thereof on the day on which it is electronically registered in the Land Registry Office of Essex (12).

DREW DILKENS, MAYOR

CITY CLERK

First Reading – February 10, 2025
Second Reading – February 10, 2025
Third Reading – February 10, 2025

SCHEDULE "A"
TO BY-LAW 27-2025

KENT STREET FROM MALDEN ROAD TO A LINE BETWEEN THE EASTERLY LIMIT OF LOTS 153 AND 230 PLAN 553; WINDSOR
PIN 01592-0430 (LT)
Kent Street, Windsor

BY-LAW NUMBER 28-2025

A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS MEETING HELD ON THE 10TH DAY OF FEBRUARY, 2025

Passed the 10th day of February, 2025.

WHEREAS it is deemed expedient that the proceedings of the Council of The Corporation of the City of Windsor at this meeting be confirmed and adopted by by-law;

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

1. The action of the Council of The Corporation of the City of Windsor in respect to each recommendation contained in the Report/Reports of the Committees and the local Boards and Commissions and each motion and resolution passed and other action taken by the Council of The Corporation of The City of Windsor at this meeting is hereby adopted and confirmed as if all such proceedings were expressly in this by-law.

2. The Mayor and the proper officials of The Corporation of the City of Windsor are hereby authorized and directed to do all things necessary to give effect to the action of the Council of The Corporation of the City of Windsor referred to in the preceding section hereof.

3. The Mayor and the City Clerk are authorized and directed to execute all documents necessary in that behalf and to affix thereto the seal of The Corporation of the City of Windsor.

This by-law shall come into force and take effect on the day of the final passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

First Reading – February 10, 2025
Second Reading – February 10, 2025
Third Reading – February 10, 2025

Item No. 18.1

Council Questions: SCM 33/2025

Subject: Summary of Outstanding Council Questions as at January 30, 2025

As of January 30, 2025

OUTSTANDING COUNCIL QUESTIONS

Just a reminder that this is quoted from the 2004 Council report:

"overdue Council Questions (i.e., outstanding for 30 days or more) be responded to immediately."

Outstanding:

2020 – 3
2021 – 3
2022 – 1
2023 – 9
2024 – 27
2025 – 3

2020

Total Outstanding: 3

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
Kieran McKenzie	Comm. Human Health & Services and Comm. Economic Development	**CQ 4-2020** That Administration prepare a comparative analysis of the Affordable Housing frameworks and incentives that are in place in comparable municipalities. To the extent that the data is available the analysis should consider all forms of affordable housing and the composition of the affordable housing marketplace in the communities analyzed. SS2020 (February 3, 2020)	**Type of Response Required** -Written Report
Fabio Costante	Comm. Corporate Services (Executive Director Human Resources)	**CQ 17-2020** It is important that we recognize and acknowledge the historic and systemic nature of racism and discrimination in our country and our City. We understand that to move forward and promote equity and eliminate anti-racism requires reaching out to and hearing from the voices of those in our community and Corporation most impacted by discrimination and racism. In this pursuit, it is also essential that we work towards having a Corporation that is representative of the people it serves and that	**Type of Response Required** -Written Report

		everyone is treated with respect. As such, I am seeking the input and recommendations of Administration and our Diversity Advisory Committee on the viability of: 1.Including community-led consultations on systemic racism, under Phase 2 of the City of Windsor Diversity and Inclusion Initiative. 2.Seeking the input of those in our Corporation and related entities and our community most affected by racism and discrimination, regarding barriers to hiring and advancement in our Corporation and related entities as part of the Diversity and Inclusion Initiative. 3.Including recommendations and input regarding providing historical information and educational materials for City owned statues, buildings and streets named with racist histories as part of the Diversity and Inclusion Initiative, and further developing a plan for inclusive street and property naming practices in the future. APM2020 (July 13, 2020)	
McKenzie	Comm. Economic Development	**CQ 32-2020** That Administration review and report back to Council on tree protection and replacement policies as it relates to the City of Windsor's land development bylaws. The review should include information pertaining to replacement ratios and the mechanisms by which trees are protected and required to be protected through the development process as well as the extent to which development is impacting the total tree count under our current framework along with options for Council to consider in terms of protecting trees and increasing tree cover through land development policy. SRT2020 (December 7, 2020)	**Type of Response Required** -Written Report

2021

Total Outstanding: 3

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
Jo-Anne Gignac	Comm. Corporate Services (Executive Director of Human Resources)	**CQ 7-2021** Asking Administration to provide a report to Council outlining the policy that regulates procedures after an accident involving City vehicles and any amendments they might propose to update it. ACD2021 & AL2021 18.2 (March 29, 2021)	**Type of Response Required** -Written Report
Kieran McKenzie	Comm. Corporate Services	**CQ 17-2021** Asks that, to promote greater public safety for all people, that Administration work to develop a by-law for Council consideration to provide the City of Windsor with additional tools within the licensing framework for enforcement agencies to address unsafe and illicit activity in hotels and motels across the community that create dangerous and undesirable situations for motel guests, neighbours, and community members alike. The bylaw development process should include consultation process with industry stakeholders and social service providers, social agencies and health providers from both within and external to the City of Windsor as well as any other stakeholder group deemed appropriate by Administration. AB2021 & MH2021 18.1 (July 26, 2021)	**Type of Response Required** -Written Report
Jo-Anne Gignac	Comm. Economic Development	**CQ 26-2021** Asks that Administration research what municipal zoning bylaws may be in place in other municipalities in Ontario or across Canada that regulate Cannabis retail outlets/consumption areas. GP/13047 18.3 (November 1, 2021)	**Type of Response Required** -Written Report

2022

Total Outstanding: 1

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
Fabio Costante	Comm. Community Services	**CQ 14-2022** Asks that, as part of the Urban Forest Management Plan, Administration should include information about the following: How a tree is determined to be either public or privately owned. Reason(s) for potential change in ownership status. The impacts of change in ownership status for the municipality and the private property owner with respect to liability, maintenance and replacement costs. ACOQ2022 & SRT2022 (August 8, 2022)	**Type of Response Required** -Written Report

2023

Total Outstanding: 9

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
Kieran McKenzie	Comm. Economic Development	**CQ 1-2023** Asks that given Council's declaration of a Climate Change Emergency informing the need to address climate change through municipal policy frameworks; And further, given the energy capacity challenges and opportunities faced by our community over the short, medium and long term; That Administration report back to Council with proposals for Council consideration to create a Green Energy Community Energy Plan (CIP) with the goal of creating a favourable energy investment climate for sustainable energy proposals. ACOQ2023 (January 16, 2023)	**Type of Response Required** -Written Report
Kieran McKenzie	Comm. Economic Development (City Planner)	**CQ 5-2023** Given the significant housing crisis challenging municipalities across Canada, including the City of Windsor And noting, the objective stated by the Government of Ontario to add 1.5 Million home across the province over the next 10 years, including 13,000 in our Community. And Whereas, the City of Windsor has already recognized the benefits of adding housing capacity through Additional Dwelling Units (ADUs) by enacting Planning Act amendments thereby eliminating some barriers to investment. That Administration report back with further options for Council to consider that would include a range of financial tools including (but not necessarily limited to) a targeted Community Improvement Plan or Grant program that would address industry challenges to help promote greater uptake of the opportunity to augment housing stock through investments in ADUs. SS2023 (February 13, 2023)	**Type of Response Required** -Written Report

Kieran McKenzie	Comm. Corporate Services (City Clerk)	**CQ 6-2023** That, given the City of Windsor's stated objective in Council's approved Diversity and Inclusion Initiative to: continually take steps to learn and grow as a community and to recognize that "diversity adds to our strength and creates an important opportunity for fostering understanding, acceptance and innovation", and, The City's publicly articulated commitment to an Agency, Board and Committee (ABC) appointments process that is transparent, fair and consistent; That Administration undertake a review of the city's appointment policy, including a comparison to processes and policies adopted in peer municipalities such as (but not limited to) London, Kitchener and Cambridge and report back with options for Council consideration in terms of best practices or improvements that can be made in the context of Equity, Diversity, Inclusion, Transparency and Accountability. ACO2023 (February 13, 2023)	**Type of Response Required** -Written Report
Angelo Marignani	Comm. Community Services	**CQ 10-2023** That Administration report back to City Council on a collaboration with Detroit City Council in creating a new International Freedom Festival. This world class civic event will promote international investment while improving the quality of life in our city. It will showcase our rich heritage and shared identity of our two cities. The focal point of this new annual festival will be the new Gordie Howe International Bridge, opening in 2024. There is more than a bridge that connects us and it is in our advantage to strengthen these connections. SR2023 (February 27, 2023)	**Type of Response Required** -Written Report
Mark McKenzie	Comm. Infrastructure Services	**CQ 13-2023** Asks Administration re-examine the Driveway Requirement Policy regarding 2.2.1 which deals with not allowing front parking, as well as the Official Plan to allow front driveways with report back to Council. SB2023 & ACOQ2023 (May 29, 2023)	**Type of Response Required** -Written Report Deferred to a future meeting of Council

Mark McKenzie	Comm. Corporate Services	**CQ 22-2023** Asks that Administration be directed to provide options on targeted and pro-active enforcement in paved alleys to address garbage, vandalism, encampments, and land maintenance concerns up to and including any possible collaborative efforts that can be initiated with other City departments and resources. ACOQ2023 & ACO2023 (July 10, 2023)	**Type of Response Required** -Written Report
Renaldo Agostino	Comm. Infrastructure Services / Comm. Economic Development	**CQ 26-2023** Certain cities across North America have introduced pre-approved housing and primary/secondary/ADU galleries/permits to streamline the process and lower construction costs for residential and accessory dwelling units in order to boost their city's housing supply without dramatically altering neighbourhoods. Raleigh, Stockton and Los Angeles to name a few. The City of Enderby, British Columbia hosted a competition for drawings. The winners' drawings are now for sale by the city to builders for $1000 each. The drawings are pre-approved and in compliance. Asks that Administration look at these models which could help standardize rules, save time and money and speed up the building of more homes in our city. ACO2023 (September 18, 2023)	**Type of Response Required** -Written Report
Jo-Anne Gignac	Comm. Economic Development	**CQ 33-2023** Asks that Administration report back with tools that we, as a municipality, have to protect areas of our city that we have designated or identified, such as historic districts, historic neighbourhoods or even roadways, such as the Riverside Vista, as developments and intensification occurs in order to ensure that these developments compliment these identified areas. ACO2023 (October 30, 2023)	**Type of Response Required** -Written Report

Renaldo Agostino	Comm. Infrastructure Services	**CQ 35-2023** Recently I've had reports from concerned citizens in regards to the operations from out of town buses. I myself was almost involved in a car accident in-front of the police station where a bus just randomly stopped to drop off passengers. I've also had reports concerning seniors being left out in the cold waiting hours for a bus to pick them up with no shelter. Asks that Administration report back regarding out of town buses not utilizing our bus station and what steps can be taken to motivate them to do so. ACO2023 (October 30, 2023)	**Type of Response Required** -Written Report

2024

Total Outstanding: 27

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
Gary Kaschak	Chief Administrative Officer	**CQ 1-2024** Asking that Administration provide a comprehensive report regarding all of the activities, situations, interactions & ramifications involved that occur within our Municipality from having the two current Federal border crossings & soon to be 3 located in our City. All financials, use of City employees & monies involved with Windsor hosting these Federal border crossings are required to be outlined for City Council. ACO2024 & GF2024 (January 15, 2024)	**Type of Response Required** -Written Report
Renaldo Agostino	Comm. Infrastructure Services	**CQ 4-2024** Asks that Administration look into removing parking metres across the city and replacing them with modern technology. I would like to know the costs of upgrading our system and the savings we could realize or any additional revenue sources. ACO2024 (January 15, 2024)	**Type of Response Required** -Written Report Deferred to a future meeting of Council
Mark McKenzie	Comm. Community Services	**CQ 5-2024** Asks that administration report back with a variety of operating models & options for Lakeview park marina, including potential divestment options. ACO2024 & SR2024 (January 15, 2024)	**Type of Response Required** -Written Report
Jo-Anne Gignac	Comm. Economic Development	**CQ 17-2024** Asks that Administration prepare a report on feasibility of a residential “outdoor lighting by-law”, similar to those in Muskoka, Tecumseh and Lakeshore. ACOQ2024 & AB2024 (March 18, 2024)	**Type of Response Required** -Written Report
Fabio Costante	Comm. Corporate Services	**CQ 21-2024** Asks that Administration report back on the Short-Term Rental License By-law, what is working and what is not, especially from an enforcement perspective. Further, report back on potential strategies, taking into account what other municipalities are doing, in addition to advocacy proposals to upper level government. ACOQ2024 & ACL2024 (March 18, 2024)	**Type of Response Required** -Written Report

Kieran McKenzie	Comm. Infrastructure Services	**CQ 23-2024** Asks that Administration report back to Council on the feasibility, financial and service level implications of adding snow removal services on residential roads for Transit Windsor School Bus Extra routes. ACOQ2024 & SW2024 (March 18, 2024)	**Type of Response Required** -Written Report
Kieran McKenzie	Comm. Infrastructure Services	**CQ 25-2024** Asks that given the significant public safety and public nuisance concerns raised in our community related to illegal car rallies and excessive noise from motor vehicles; That Administration analyze and report back to Council on all available tools for Council consideration including strengthening bylaws as well as investments in new technologies including camera and sound detection devices and other hardware that can help to address these reckless driving behaviours; And Further that Administration conduct a review of what other municipalities have implemented to address this concern and undertake this analysis in collaboration with the Windsor Police Service and any other pertinent stakeholder. Carried. SP2024 & ACOQ2024 (April 22, 2024)	**Type of Response Required** -Written Report
Kieran McKenzie	Comm. Infrastructure Services	**CQ 26-2024** Asks that Administration Report back to Council with strategies for Council consideration to address transportation and transit services related challenges in the Twin Oaks Industrial Park. MT2024 & ACOQ2024 (April 22, 2024)	**Type of Response Required** -Written Report
Renaldo Agostino	Comm. Economic Development	**CQ 28-2024** Asks that Administration report back to examine the opportunities to eliminate or reduce parking requirements for new residential developments in the downtown core. ST2024 & ACOQ2024 (May 13, 2024)	**Type of Response Required** -Written Report

Kieran McKenzie	Comm. Infrastructure Services	**CQ 31-2024** Asks that Administration bring forward a Capital Plan for Council consideration, to construct appropriate cycling facilities along Riverside Drive from Ford Ave. to Strabane Ave. along a concurrent timeline as the Riverside Vista Phase 2A and that the project be funded through the Bikeways Development Fund. SW/8513 & ACOQ2024 (June 10, 2024)	**Type of Response Required** -Written Report
Kieran McKenzie	Comm. Economic Development	**CQ 32-2024** Asks that Administration report back on options that will help address scenarios where tenants in rental accommodations in the City of Windsor may be at risk for heat exposure in their dwelling unit. ACO2024 & ACOQ2024 (July 8, 2024)	**Type of Response Required** -Written Report
Renaldo Agostino	Comm. Economic Development	**CQ 33-2024** Asks that given over the past month, our downtown has unfortunately seen some long-standing businesses leave their location due to landlord/tenant issues including earlier eviction then may be necessary. Acknowledging that administration is currently undergoing a review of all CIPs, I ask that when the final report comes back, it includes a review of potential CIP options that could help mitigate such situations in the downtown core. ACO2024 & ACOQ2024 (July 8, 2024)	**Type of Response Required** -Written Report
Mark McKenzie	Comm. Infrastructure Services	**CQ 35-2024** Asks that Administration report back to Council on the potential of removing underused street parking meters including, but not limited to, Tecumseh Road East. ST2024 & ACOQ2024 (July 22, 2024)	**Type of Response Required** -Written Report
Kieran McKenzie	Comm. Infrastructure Services	**CQ 36-2024** Asks that Administration report back on traffic volumes and public safety at the intersection of Lauzon Parkway and Twin Oaks Drive and propose any mitigation measures that could improve the intersection from both a functionality and public safety standpoint. ST2024 & ACOQ2024 (September 9, 2024)	**Type of Response Required** -Written Report

Gary Kaschak	Comm. Community & Corporate Services	**CQ 37-2024** Asks that Administration prepare a report for City Council outlining what it would entail from an Administrative & Financial standpoint to potentially have the similar 'Supie Program' at one Park in all 10 Wards starting in the spring/summer of 2026. The Councillor along with Administration would determine the Ward Park location. SR2024 & ACOQ2024 (September 9, 2024)	**Type of Response Required** -Written Report
Renaldo Agostino	Comm. Community & Corporate Services	**CQ 38-2024** Asks that Administration examine the existing sign bylaw to include provisions for temporary graffiti, applied by paint or power washed to create a reverse graffiti look on municipal sidewalks. Additionally, request the administration allows WIFF to install temporary graffiti on the municipal sidewalks under a right-of-way permit from October 1st to November 4th, 2024, notwithstanding the current sign bylaw. ACO2024 & ACOQ2024 (September 9, 2024)	**Type of Response Required** -Written Report
Kieran McKenzie	Comm. Community & Corporate Services	**CQ 40-2024** Asks that Administration report back on the open data frameworks we have at the City of Windsor and report back on best practices observed in comparable communities across Ontario. ACOQ2024 & ACO2024 (September 23, 2024)	**Type of Response Required** -Written Report
Renaldo Agostino	Comm. Infrastructure Services	**CQ 41-2024** Asks that Administration review the current encroachment policy, landscaping best practice, and if needed, by-law 25 to provide options to property owners with lower risk encroachments. ACOQ2024 & ACO2024 (September 23, 2024)	**Type of Response Required** -Written Report
Fred Francis	Comm. Human & Health Services	**CQ 42-2024** Asks that Administration report back to City Council with respect to options for homelessness, specifically the logistics and costs for creating tiny home villages, similar as to what has been done in other Ontario cities. This report should also include any pros and cons of doing so, based on best practices and testimonials from the other City's governments, if applicable. SS2024 & ACOQ2024 (September 23, 2024)	**Type of Response Required** -Written Report

Fabio Costante	Comm. Community & Corporate Services	**CQ 43-2024** Asks that Administration report back on the status of the Barron Bowl Project at the Ryan Barron Memorial Skate Park located in Atkinson Park. The project update to include the current funding, projected costs, design, and feasibility. Additionally, Administration to report back on alternative Ryan Barron Memorial Skate Park improvements determined through stakeholder engagement that could be completed within the current available funding and include options for a funding source to at least match the current available funds that have been raised by the Community. SR2024 & ACOQ2024 (September 23, 2024)	**Type of Response Required** -Written Report
Fred Francis	Comm. Infrastructure Services	**CQ 45-2024** Asks that Administration provide a traffic flow status report for City Council's review. This report should identify if changes, reviews, or updates need to be made to the current Transportation Master Plan. Also, the report should identify any problematic trends or patterns that have been seen regarding traffic flow throughout the city. ACOQ2024 & ST2024 (October 28, 2024)	**Type of Response Required** -Written Report
Fred Francis	Comm. Community & Corporate Services	**CQ 46-2024** Asks that Administration provide a report pertaining to the use of Artificial Intelligence software within City business and operations. What is our plan to utilize AI within the City business and operations? How are other cities and different levels of government moving forward with the usage of AI? ACOQ2024 & SI2024 (October 28, 2024)	**Type of Response Required** -Written Report
Renaldo Agostino	Comm. Human & Health Services	**CQ 47-2024** Asks that Administration write a letter to the provincial government reiterating our support for the Ontario Big City Mayor's recent motion on chronic homelessness, mental health safety and the addictions crisis and the need for immediate and swift action and should this result in new or expanded mandatory treatment programs, that Windsor be consulted and considered for any pilot project or initiative. ACOQ2024 & MH2024 (October 28, 2024)	**Type of Response Required** -Written Report

Renaldo Agostino	Comm. Community & Corporate Services	**CQ 48-2024** Tenants have been displaced from the Westcourt building for 5 years since it suffered a fire. Asks that administration report back on the status of building occupancy and any litigation, and further, any efforts that the city can enforce through the use of the vacant home tax to discourage prolonged vacancy in these circumstances ACOQ2024 (November 25, 2024)	**Type of Response Required** -Written Report
Fred Francis	Comm. Infrastructure Services	**CQ 49-2024** Asks that Administration please provide a report pertaining to the appropriate distance between signalized street light crossings in the city of Windsor, including the stretch of roadway on Dougall Avenue from the Walmart entrance to Cabana Road. ACOQ2024 & ST2024 (November 25, 2024)	**Type of Response Required** -Written Report
Mark McKenzie	Comm. Infrastructure Services	**CQ 51-2024** Asks that Administration report back on replacing the pedestrian crossing (PXO) at Wyandotte and Chilver road with a lighted crossing that only activates when pedestrians push the button. (similar to Parent & Ellis) ACOQ2024 & ST2024 (November 25, 2024)	**Type of Response Required** -Written Report
Renaldo Agostino	Comm. Infrastructure Services	**CQ 52-2024** Asks that Administration propose a process for permitting digital billboard signs in the Right-of-Way, including the RFP process and any necessary amendments to the sign by-law. ACOQ2024 & SB2024 (December 9, 2024)	**Type of Response Required** -Written Report

2025

Total Outstanding: 3

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
Fred Francis	Comm. Infrastructure Services	**CQ 1-2025** Asks that Administration report back to City Council regarding the creation of a policy that reviews traffic flow and potential traffic impact on areas of the city experiencing new and/or substantial residential development, and the cost recovery methods of doing so. ACOQ2025 & ST2025 (January 13, 2025)	**Type of Response Required** -Written Report
Kieran McKenzie	Comm. Infrastructure Services	**CQ 2-2025** Asks that Administration report back on the costs of the city undertaking Traffic Impact Analysis of private development, and whether the current fee structures are sufficient to fully recover costs associated with development that requires this level of analysis. ACOQ2025 & ST2025 (January 13, 2025)	**Type of Response Required** -Written Report
Gary Kaschak	Comm. Infrastructure Services	**CQ 3-2025** Asks that Administration report to Council regarding adding the parking fine dollar amount to parking enforcement information signs showing the drivers the amount of the fine to be imposed if they violate the parking by-law at this location. Likely just a sticker to be attached to the sign would be proactive, sufficient, and cost effective. ACOQ2025 & ST2025	**Type of Response Required** -Written Report

/sg
as of January 30, 2025

Item No. 18.2

Committee Matters: SCM 32/2025

Subject: Outstanding Council Directives as of January 13, 2025

Outstanding Directives

as of January 30, 2025

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
December 17, 2012	CR293/2012	16287	Corporate Services	That the report of the City Planner dated November 21, 2012 entitled "Exemption from Sandwich Demolition Control By-law 20-2007 — 508, 520, 540, 556, 570, 590, 604, 612, 615, 622, 623, 631, 639, 646, 663, 670, 673, 686, 704, 710, 718, 724, 730, 738, 744, 750, 753, 758-760, 759, 765, 764, 769, 772, 777, 778, 781, 784, and 790 Indian Road, 812 and 862 Mill Street, and 764, 770, 780 and 788 Rosedale Avenue" BE DEFERRED as requested by the Canadian Transit Company, to allow for further discussions with administration on this matter.	Report remains deferred as per City Solicitor.
August 24, 2015	CR159/2015	17893	Corporate Services	That City Council APPROVE the award of the Workforce Management Solution RFP 69-14 to the successful proponent, WorkForce Software; and... That the final FTE staffing changes reductions and resultant project savings and completions, BE REPORTED to City Council as part of or prior to the 2018 budget process.	
May 16, 2016	CR334/2016	S 76/2016	Finance	THAT City Council AUTHORIZE the CFO/City Treasurer (or delegate) to sign Minutes of Settlement as it relates to the Centralized Property Appeals. THAT the CFO/City Treasurer (or delegate) BE REQUIRED to report the results of the Minutes of Settlement to City Council once all appeals have been finalized.	

Outstanding Directives

as of January 30, 2025

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
January 15, 2018	B32/2018	S 184/2017	Community Services	THAT the report from the City Forester regarding an update on the progress of a City-wide Tree Inventory Project, a Preventative Tree Maintenance Program and a Urban Forest Management Plan BE RECEIVED; and further, ...That Administration PROVIDE information on any available subsidized programs which may exist by investigating best practices used in other municipalities; and that this information BE PROVIDED during the 2019 Budget deliberation process.	
March 26, 2018	CR155/2018	C 52/2018	Infrastructure Services	THAT City Council APPROVE all required expenditures to complete the deliverables of the demolition and development of 6700 Raymond Avenue, as per CR366/2017, and… That once the tender results are known that a report be submitted to City Council relative to the award of the contract and identifying a funding source for any projected funding shortfalls that may arise.	
May 07, 2018	CR275/2018	C 77/2018	Infrastructure Services	That Council PROVIDE Riverwest with the City's copyright permission to use banners... and further, That Council APPROVE the requested $5000 indemnity and that this BE CHARGED to the Budget Stabilization Reserve Fund (BSR) and that Administration BE DIRECTED to prepare a draft policy for Council’s consideration regarding banners (how they can be requested, all costs associated, etc.) outlining what would be expected.	

Outstanding Directives

as of January 30, 2025

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
September 17, 2018	CR503/2018	S 122/2018	Community Services	That the report of the Manager Parks Development, dated July 20, 2018, responding to CQ27-2017 regarding first responders signage for parks, BE RECEIVED for information; and,... That Administration BE DIRECTED to develop a wayfinding standards policy based on the results of the Little River Corridor wayfinding signage and markers, as a pilot project, to be brought to City Council for approval.	
October 01, 2018	CR550/2018	C 165/2018	Community Services	That the report from Glos Associates Inc. titled "Proposed Relocation/Construction of Lanspeary Park Greenhouse Feasibility Study" and dated September 10, 2018 BE RECEIVED; and further,... That Administration BE DIRECTED to offer options for the expansion of the demonstration house on the site within the re-development plans for Lanspeary Park (options showcasing the low impact re-development); and further, That Administration BE DIRECTED to provide information on production numbers for having this in-house versus externally for this service (how much does the taxpayer benefit from having this in- house.	

Outstanding Directives

as of January 30, 2025

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
February 04, 2019	CR35/2019	C 11/2019	Finance	That City Council APPROVE, as per the requirements of the Leadership Asset Management Program (LAMP), the use of the tools and guidelines for Triple bottom line plus (TBL+), Whole life-cycle (WLC) and Business Case Evaluation (BCE) as developed through the LAMP grant and approved by the Asset Planning Steering Committee; and… That Administration BE DIRECTED to prepare a report for Council's consideration on methods that could be used to accelerate the process for implementation.	
March 25, 2019	CR120/2019	C 43/2019	Corporate Services	That the report of the City Treasurer regarding the Mayor, Councillors and Appointees 2018 Statement of Remuneration and Expenses BE RECEIVED for information; and further,... That Administration BE DIRECTED to prepare a report for Council's consideration on a process that would allow all members of Council to access conference materials and summary notes for information purposes, from those Councillors that attend conferences.	
April 01, 2019	B8/2019	C 226/2018	Finance	That City Council RECEIVE the 2019 Capital Budget 7-Year Plan documents reflective of approx. $845.104 M in total funding; and… That Administration BE DIRECTED to REPORT BACK to Council regarding the infrastructure deficit and a high-level plan to address it;	

Outstanding Directives

as of January 30, 2025

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
July 08, 2019	CR322/2019	C 68/2019	Economic Development	That a vacant building registry NOT BE IMPLEMENTED at this time and the vacant building initiative (VBD) BE EXTENDED to July 2020; and… That administration BE DIRECTED to report back in 2020 for a more fulsome breakdown of statistics including types of orders issued, which were successful, which were complied with, and that the report ALSO INCLUDE options for a vacant building registry that expressly includes the topic of access, cost recovery, identification, highest fees possible under the law and the shortest timelines.	
April 27, 2020	CR149/2020	C 76/2020	Finance	That administration BE DIRECTED to prepare a report for Council's consideration, as soon as possible, on options available for the City of Windsor to use the Municipal Accommodation Tax (MAT) to help the local hospitality industry as a result of the ongoing COVID-19 pandemic.	
November 09, 2020	CR553/2020	S 53/2020	Economic Development	That Administration BE REQUESTED to give notice of intention to designate the property located at 436 Askin Ave...and, That Administration REPORT BACK to Council regarding initiation of a Heritage Conservation District Area Study for this area; and, that the report include suggestions related to potential boundaries, optional designation of a Heritage Conservation District Study Area Bylaw, timing of the study and funding considerations.	In queue; to be started once Walkerville HCDS is completed.

Outstanding Directives

as of January 30, 2025

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
November 23, 2020	CR588/2020	C 221/2020	Infrastructure Services	That Council ENDORSE the establishment of a Mandatory Downspout Disconnection Zone for the area bounded by Norfolk St. to the North, Dougall Ave/Howard Avenue to the East and the Herb Grey Parkway to the West and South; and, That a Mandatory Downspout Disconnection Pilot Project, the boundaries to be determined by the City Engineer, BE UNDERTAKEN within the Mandatory Downspout Disconnection Zone with an upset limit of $250,000 funded by Project ID#7199004 – Sewer Master Plan Implementation Project; and, That the results of the Mandatory Downspout Disconnection Pilot Project BE COMMUNICATED to Council once sufficient data is available;	
December 07, 2020	CR616/2020	C 54/2020	Finance	...That City Council INDICATES ITS INTENT that the future excess capacity identified in the Development Charges Background Study, dated November 5, 2020, prepared by Hemson Consulting Ltd., shall be paid for by development charges or other similar charges; ... That administration BE DIRECTED to report back at a high level on the economic impact and any perceived impacts on development if Council were to revisit eliminating the industrial exemption.	

Outstanding Directives

as of January 30, 2025

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
March 29, 2021	CR119/2021	C 220/2020 & C 32/2021	Chief Administrative Officer	That the update from the Senior Manager of Facilities on the Corporate Security Plan and Risk Assessment BE RECEIVED; and further, That City Council APPROVE the hiring of one Temporary Coordinator of Security Services at an estimated cost at $122,314 to be charged to the Budget Stabilization Reserve, for the development of Corporate security policies, protocols, and a draft implementation plan with options for a centralized Security Division, with a report back to City Council at the 2022 Budget deliberations.	
May 03, 2021	CR179/2021	C 51/2021	Corporate Services	That the report of the Senior Legal Counsel and Student-at-Law dated April 9, 2021 entitled “Response to CR591/2020 – Cannabis Odour” BE DEFERRED to allow for a further report once the enforceability of the Town of Leamington’s Cannabis Regulation By-law is considered by the Superior Court of Justice and the Normal Farm Practices Protection Board, and that the report also include possible enforcement options that would be available for Council’s consideration.	
May 17, 2021	CR213/2021	CMC 8/2021	Economic Development	That the correspondence from Paul Mullins on behalf of Assumption Parish dated April 23, 2021 requesting support from the City of Windsor to be recognized by Parks Canada as a Nationally Significant Historic Site, BE REFERRED to administration for review and a report back to Council for consideration, specifically as it would pertain to the ramifications designation would have on city property.	

Outstanding Directives

as of January 30, 2025

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
July 19, 2021	CR331/2021	S 80/2021	Community Services	That the report from the Cultural Development Coordinator regarding the expansion of the City of Windsor's Poet Laureate program BE RECEIVED; and further, That the Poet Laureate program, established as an ongoing program, BE REBRANDED as the 'Poet Laureate and Storytellers' program; and further, …That the administrative report BE REFERRED to the Diversity Committee for review and comment; and, That additional consultations BE CONDUCTED as appropriate.	
July 26, 2021	CR363/2021	S 71/2021	Economic Development	That Report No. S 71/2021 updating City Council on the use and implementation of the Brownfield Redevelopment Community Improvement Plan (CIP) and tabling issues to be addressed as part of the CIP update BE RECEIVED for information; and, That the City Planner BE DIRECTED to consult with stakeholders regarding potential changes to the Brownfield Redevelopment CIP outlined in Report No. S 71/2021 and prepare any necessary CIP amendments for Council's consideration.	

Outstanding Directives

as of January 30, 2025

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
September 27, 2021	CR387/2021	C 116/2021	Finance	…That City Council SUPPORT the following actions with regards to the development and implementation of an enhanced investment strategy: That Administration BE AUTHORIZED to prepare a Request for Proposal (RFP) for Investment Advisory services; and further, That Administration BE DIRECTED to explore alternative options to traditional financial instruments to maximize overall investment returns for the City; and further, That Administration BE AUTHORIZED to prepare an Expression of Interest (EOI) to seek interest in the development of an in-house solution for managing current and projected cash flows more efficiently through the use of technology; and further, That Administration BE DIRECTED to report back to City Council the results of the above noted actions.	
October 04, 2021	CR429/2021	S 41/2020 & AI 7/2021 & AI 10/2021	Economic Development	That the report of the Senior Planner – Policy and Special Studies dated February 27, 2021 entitled “Closure of Part of Dodsworth Street, Between Kay Street and Malden Road, Between 5168 and 5180 Malden Road - Applicant: T. Fasan - SAS/5917 - Ward 1” BE REFERRED back to administration to allow administration the opportunity to work with the Applicant to come to an amenable resolution for everyone involved.	

Outstanding Directives

as of January 30, 2025

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
October 04, 2021	CR448/2021	S 110/2021	Infrastructure Services	That the addition of signage at pedestrian inter-block walkways in the wintertime BE APPROVED; and, That administration BE DIRECTED to monitor the effectiveness for a period of 2 years;	
October 25, 2021	CR476/2021	C 129/2021	Community Services	That City Council APPROVE the design of the building and the terraces for the Legacy Beacon as the new home for Streetcar No. 351, located on the waterfront North of Riverside Drive at the foot of Caron Avenue in Legacy Park (Appendix A); and,… That Administration REPORT BACK to Council with a business case for the concession/terrace area prior to the 2022 budget deliberation meetings or as soon as possible thereafter.	
November 01, 2021	CR497/2021	S 132/2021	Community Services	That the report of the Cultural Development Coordinator and Manager of Culture & Events dated September 16, 2021 entitled "Update of Round 2 of the Arts, Culture and Heritage Fund 2021 – City Wide" BE RECEIVED for information; and,… That Administration BE DIRECTED to investigate the possibility of private sector partnerships to augment the funding envelope that this program delivers to the community.	

Outstanding Directives

as of January 30, 2025

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
February 28, 2022	CR88/2022	C 142/2021	Community Services	That the report of the Landscape Architect dated September 23, 2021 entitled "Response to CQ 32-2020: Tree Protection and Replacement Policies Related to Development – City Wide" BE REFERRED back to Administration; and further, That Administration REPORT BACK to Council to provide information related to options for a regulatory framework to ensure overall tree coverage across the community is not diminished due to the new development of private lands by requiring the replacement of trees removed on a caliper per caliper basis as deemed appropriate by the City Forester and City Planner.	
March 21, 2022	CR102/2022	C 187/2020 & AI 21/2021	Health & Human Services	That the report of the Senior Legal Counsel dated September 18, 2020 entitled "Council Question CQ23-2019 - Payday Loan Establishments - City Wide" BE RECEIVED for information; and further, That Administration PROCEED with establishing a cross-sectoral committee with the appropriate partners and representatives to acquire local information and develop a strategy to distribute education materials regarding alternative financial options and supports; and, That Administration REPORT BACK to the Community Services Standing Committee after one year with a summary of work completed to date.	

Outstanding Directives

as of January 30, 2025

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
April 11, 2022	CR150/2022	S 29/2022	Infrastructure Services	That Administration BE AUTHORIZED to initiate a Home Flood Protection Program on a pilot basis; and further, That Administration REPORT BACK to City Council on completion of the pilot program.	
April 25, 2022	CR184/2022	S 39/2022	Community Services	That the report of the Manager of Culture & Events dated March 15, 2022 entitled "City of Windsor Lancaster Bomber FM 212 Progress Report 2019-2021 – Ward 3" BE RECEIVED for information; and further, That Administration BE DIRECTED to report to City Council regarding a fundraising strategy, a plan for assembly of the aircraft, and options to display the aircraft to the public once the assembly portion has been completed.	
April 25, 2022	CR171/2022	C 54/2022	Corporate Services	That the report of the (Acting) Licence Commissioner and the Executive Initiatives Coordinator dated March 25, 2022 entitled "Residential Rental Licensing By-law—Wards 1 & 2" and draft by-law, "A By-law Respecting the Licensing of Residential Rental Housing Units," attached as Appendix A, BE RECEIVED for information; and, ... That Administration REPORT BACK TO COUNCIL on the results of the two-year pilot study within Wards 1 and 2.	

Outstanding Directives

as of January 30, 2025

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
May 09, 2022	CR222/2022		Corporate Services	That Administration BE DIRECTED to bring back a report before the next winter season, on possible ways that we can address the large gap between the demand for Snow Angels and the number of residents that are assisted. Options should include, but not be limited to improving our recruiting efforts of volunteers and/or providing the service with a set fee or no fee.	
June 13, 2022	CR273/2022	S 14/2022	Infrastructure Services	That WSP Canada Inc. firm BE APPOINTED as the Drainage Engineer to make an examination of, and prepare a Drainage Report for the repair and improvement to, the Dawson Drain between Division Road and the O'Neil Drain and to the O'Neil Drain from south of Hallee Crescent to Division Road under section 78 of the Drainage Act; and further, That Administration BE DIRECTED to report back to Council once the Drainage report for the repair and improvement of the Dawson Drain is complete.	
September 06, 2022	CR399/2022	C 150/2022	Health & Human Services	That the report of the Coordinator of Housing Administration and Development regarding the Social Services Relief Fund ("SSRF") Phase 5 Windsor Essex Community Housing Corporation Capital Project BE RECEIVED for information, and, … That the Executive Director of Housing and Children's Services or their designate REPORT to City Council on the outcome of the capital developments;	

Outstanding Directives

as of January 30, 2025

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
September 06, 2022	CR393/2022	SCM 172/2022	Health & Human Services	That the additional information memo of the Executive Director of Housing & Children's Services dated August 3, 2022 regarding the motion from the Housing & Homelessness Advisory Committee of their meeting held June 21, 2022 and Report No. 14 of the Housing & Homelessness Advisory Committee entitled "Barriers faced by the 2SLGBTQIA+ community in finding appropriate housing and housing services" from their meeting held June 21, 2022 BE RECEIVED; and, That Administration BE DIRECTED to provide a report in 2023 outlining the next steps regarding the proposed training initiative;	
September 06, 2022	CR374/2022	S 76/2022	Infrastructure Services	That Administration BE REQUESTED to report back to a future meeting of Council to provide a review of the Speed Hump Policy and options to approve the same.	
November 28, 2022	CR501/2022	C 191/2022	Economic Development	That City Council RECEIVE the Investing in Canada Infrastructure Plan (ICIP) Grant Application report dated November 17, 2022, along with the report from IBI Group titled "Transit Windsor Garage Feasibility Study" dated October 28, 2021 provided in Schedule A; and further, … That given the dramatically higher cost estimate for the Transit Garage emanating from the detailed study recently completed by the IBI Group, City Council DIRECT Administration to re-evaluate the Transit Windsor Master Plan to determine how to best achieve the goals of the Master Plan and report back to Council as part of the Transit Master Plan Implementation Project update.	

Outstanding Directives

as of January 30, 2025

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
January 16, 2023	CR8/2023	C 222/2022	Economic Development	That Administration REPORT BACK with a supplemental report providing details on emerging technologies and strategies related to decarbonization of the electrical grid;	
February 27, 2023	CR106/2023	C 18/2023	Finance	That City Council DIRECT Administration to monitor operations subsequent to the changes implemented as a result of Bill 109, and provide reports on any cross-departmental impacts with recommendations to address those impacts; … That Administration BE DIRECTED to track all variances and local costs that are required to put the legislation into effect, and that the information BE FORWARDED to a future meeting of Council.	
February 27, 2023	CR107/2023	C 19/2023	Finance	That report C 19/2023 regarding the More Homes Built Faster Act – Bill 23 BE RECEIVED for information; and further, … That Administration BE DIRECTED to track all variances and local costs that are required to put the legislation into effect, and that the information BE FORWARDED to a future meeting of Council.	

Outstanding Directives

as of January 30, 2025

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
April 03, 2023	B18/2023	C 188/2023	Community Services	That a priority wait list for City residents BE ESTABLISHED for Lakeview Marina; and, That Administration BE DIRECTED to report back to Council to provide information regarding charging different fees for non-City of Windsor residents using the Lakeview Marina facility; and, That Administration BE DIRECTED to provide information outlining options for establishing a priority wait list at other City owned facilities for Councils consideration.	
April 03, 2023	B29/2023	C 26/2023	Finance	That Administration BE DIRECTED to report back with regards to the University Avenue West Project # (ECP-14-07) road reconstruction, with information related to Potential Funding or other options that can be utilized to complete the entire road reconstruction, without affecting the current Capital Budget allocations;	
April 24, 2023	CR176/2023	S 27/2023	Infrastructure Services	That the report of the Transportation Planning Senior Engineer dated March 1, 2023 entitled "South National Street (Pillette to Jefferson) Traffic Calming," BE RECEIVED for information; and, That Administration BE DIRECTED to report back to Council with costs, and feasibility of adding traffic calming measures including physical separators with barriers along South National Street, enhancing the cyclist crossing at South National Street and Balfour Avenue and explore a pedestrian crossover at West Minster Avenue and South National Street into the Riverside area.	

Outstanding Directives

as of January 30, 2025

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
August 08, 2023	CR316/2023	C 107/2023	Community Services	That administration BE REQUESTED to report back with statistics related to open air burning.	
September 05, 2023	CR356/2023	C 120/2023	Infrastructure Services	That Council APPROVE bi-weekly garbage collection, weekly organic collection, and bi-weekly leaf and yard waste collection from April until November, and that this service level BE IMPLEMENTED with the next waste collection contract expected to begin in 2025; and, That Administration BE DIRECTED to report back to Council the results of the collection tender(s) and any additional costs related to the new SSO program, once available;	
September 05, 2023	CR359/2023	C 69/2023 & S 82/2023 & AI 12/2023	Infrastructure Services	That Administration BE DIRECTED to issue a Request for Proposal for curbside garbage collection and optional bidding for alley garbage collection in the alleys that garbage collection is being provided currently; and, That Administration BE DIRECTED to report back to Council the results of the collection Request for Proposal and any additional costs related to the new SSO program, once available;	
September 05, 2023	CR359/2023	C 69/2023 & S 82/2023 & AI 12/2023	Infrastructure Services	That administration BE DIRECTED to provide a report during the 2024 budget deliberation process for a plan to increase funding for alley maintenance for paved alleys.	

Outstanding Directives

as of January 30, 2025

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
September 05, 2023	CR356/2023	C 120/2023	Infrastructure Services	That administration REPORT BACK to Council regarding the implementation of a comprehensive communication plan and process which includes community partners including post secondary institutions and communication mediums for residents who may not speak English.	
October 16, 2023	CR428/2023		Infrastructure Services	That the petition presented by Councillor Gary Kaschak on behalf of Parents of St. Therese School children looking for crossing guard improvements, signage, road improvements and potentially a sidewalk in that area BE RECEIVED by the Clerk and the Clerk BE DIRECTED to forward the petition to the Commissioner, Infrastructure Services for the purpose of an examination of the requested works or undertakings.	
October 16, 2023	CR421/2023	S 96/2023	Infrastructure Services	That administration BE REQUESTED to conduct a traffic analysis of the immediate surrounding neighbourhood and to come forward with recommendations for Councils consideration to address parking concerns and general traffic issues.	
October 16, 2023	CR429/2023		Economic Development	That the petition presented by Councillor Kieran McKenzie on behalf of residents of Windsor asking for an increase in buses during peak hours and a review of bus schedules BE RECEIVED by the Clerk and the Clerk BE DIRECTED to forward the petition to the Commissioner, Infrastructure Services and the Executive Director of Transit Windsor for the purpose of an examination of the requested works or undertakings, and that this be tabled as part of the public record.	

Outstanding Directives

as of January 30, 2025

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
October 30, 2023	CR447/2023		Economic Development	That the petition presented by Councillor Fred Francis on behalf of concerned citizens requesting a public consultation regarding Transit Windsor Proposed Route 330 BE RECEIVED by the Clerk and the Clerk BE DIRECTED to forward the petition to the Executive Director of Transit Windsor for the purpose of an examination of the requested works or undertakings.	
October 30, 2023	CR432/2023	S 107/2023	Community Services	That the report from the Manger, Culture and Events, dated August 21, 2023, entitled "Response to Open Streets Petition" BE RECEIVED for information; and further, … That in future years, the City CONTINUE to alternate between the newly proposed east-side route and the previously approved downtown/west-side route; and further, That administration BE REQUESTED to provide information related to options regarding holding Open Streets events twice a year including feasibility and costs, one in the downtown/west-side route and one in the new east-side route.	

Outstanding Directives

as of January 30, 2025

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
October 30, 2023	CR433/2023	S 118/2023	Health & Human Services	That the report of the Manager, Homelessness and Housing Support in response to CQ 20-2023 Feasibility of Expanding Outreach Services and 311 Operating Hours BE RECEIVED for information; and, … That City Council DIRECT Administration to report back to Council with more data and information about the impact of recent improvements to the Homelessness Street Outreach team's schedule and after-hours homelessness response initiated through 311, before deciding if further expansion is needed;	
October 30, 2023	CR433/2023	S 118/2023	Health & Human Services	That administration BE REQUESTED to report back to the Community Services Standing Committee, as to how the City will attempt to draw the various organizations together in an effort to collaborate and capitalize on the programs that they are prepared to offer.	
November 27, 2023	CR461/2023	C 168/2023	Economic Development	That the report from the Senior Economic Development Officer requesting a Letter of Support for intercity passenger rail service BE RECEIVED FOR INFORMATION; and further, That City Council ENDORSE a Letter of Support from the Mayor to the Minister of Transport supporting the proposed Amtrak-VIA Rail Intercity Passenger Rail Connection; and further, That City Council AUTHORIZE Administration to represent the City of Windsor at future stakeholder meetings for this project; and further, That Administration BE DIRECTED to report status updates to City Council as soon as is practical.	

Outstanding Directives

as of January 30, 2025

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
November 27, 2023	CR491/2023	C 141/2023	Finance	That City Council SUPPORT the Administrative recommendation to not provide Municipal Support Resolutions at this time for non-storage installations as part of the IESO LT1 RFP submission; and That Administration BE DIRECTED to report back to Council in the event that either of the two projects identified in this report receive an IESO contract award for further consideration for municipal support.	
November 27, 2023	CR493/2023	C 94/2023	Finance	That administration BE REQUESTED to report back to council after one year of the vacant home tax program being in place to provide information related to the effectiveness and/or opportunities for improvement including the possibility of a repeat offender fee.	
November 27, 2023	CR471/2023	S 31/2023	Infrastructure Services	That the report of the Manager of Homelessness and Housing Support and the Deputy Licence Commissioner, dated July 24, 2023 entitled "Response to Council Decision ETPS 942 – Options for Addressing Panhandling - City Wide" submitted in response to direction provided through Council Decision ETPS 942 BE RECEIVED for information; and, That Administration REPORT BACK with infrastructure related strategies to discourage unsafe behaviours in the public roadway.	

Outstanding Directives

as of January 30, 2025

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
January 15, 2024	CR31/2024	SCM 314/2023	Community Services	That the correspondence of the President Les Amis Duff-Bâby dated August 29, 2023 and the memo of the Manager, Culture & Events dated November 20, 2023 regarding the Les Amis Duff Baby Annual Report BE RECEIVED for information; and, That administration BE REQUESTED to provide a fulsome report regarding 2023 and 2024 attendance numbers and staffing possibilities to a future meeting of Council for their consideration.	
January 15, 2024	CR38/2024	S 159/2023	Community Services	That the report of the Community Services Standing Committee of its meeting held December 6, 2023 entitled "Response to CQ Regarding the Dog Park Policy – City Wide" BE REFERRED back to administration to provide a report which includes information regarding municipalities that have smaller dog parks in residential areas and how they have achieved the same.	
January 22, 2024	B1/2024	C 9/2024	Economic Development	That Administration BE DIRECTED to develop a Community Improvement Plan and associated financial incentives that will facilitate and support the construction of attainable and affordable residential units; and further,	
January 22, 2024	B1/2024	C 9/2024	Corporate Services	That Administration BE DIRECTED to adopt a single technology for providing a digital portal for development services (services provided by the Building, Planning and Right of Way departments) to improve business processes, streamline approvals, and improve customer access to services and information; and further,	

Outstanding Directives

as of January 30, 2025

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
January 22, 2024	B1/2024	C 9/2024	Corporate Services	That Administration BE DIRECTED to review the existing Disposal of Land policy and propose amendments that support the disposition of municipally owned properties to facilitate housing projects, including student housing; and further,	
January 22, 2024	B1/2024	C 9/2024	Corporate Services	That Administration BE DIRECTED to prepare a policy to advance the strategic acquisition of property that supports and facilitates the development of new attainable and affordable housing, including student housing; and further,	
January 22, 2024	B1/2024	C 9/2024	Economic Development	That Administration BE DIRECTED to begin the process to create a Green Development Standards Community Improvement Plan that will provide guidance and financial incentives for sustainable development projects.	
January 22, 2024	B1/2024	C 9/2024	Economic Development	That Administration BE DIRECTED to prepare Official Plan policies and criteria for reducing the minimum parking requirements for medium and high-density affordable purpose-built rental housing projects; and further,	

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Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
January 22, 2024	B1/2024	C 9/2024	Economic Development	That City Council REAFFIRM its support for increasing the supply of "missing middle" housing, and in order to achieve the targeted number of units directs Administration to: a. Prepare a report for Council's consideration identifying areas of the city currently zoned for single detached; semi-detached and townhouses where four units as-of right can be supported subject to lot sizes, the availability of supporting infrastructure, servicing capacity, and access to transit, and public engagement, and further; b. That City Council commit to a minimum of four units as-of right on serviced residential lots for all properties identified as "Mixed Use Corridor" and "Mixed Use Node" in the City's Official Plan; and further,	

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Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
January 22, 2024	B1/2024	C 9/2024	Economic Development	That City Council REAFFIRM its support of targeted intensification by increasing the supply of medium to high density housing options, and in order to achieve the targeted number of units directs Administration to: a. prepare Official Plan and Zoning By-law Amendments permitting increased densities and building heights of 4 storeys or greater for all properties identified as "Mixed Use Corridor", "Mixed Use Node" and "Mixed Use Centre" in the City's Official Plan, including targeted height permissions of:Mixed Use Corridors, ranging from 4 to 8 storeys;Mixed Use Nodes, ranging from 4 to 8 storeys; andMixed Use Centres, ranging from 6 to 10+ storeys. b. prepare Zoning By-law Amendments permitting medium residential development with building heights ranging from 4 to 6 storeys for specific areas of the city designated as "residential" in the City's Official Plan, subject to lot sizes, the availability of supporting infrastructure, servicing capacity, and access to transit;	
January 22, 2024	B1/2024	C 9/2024	Economic Development	c. work with the University of Windsor and St. Clair College to increase density and create opportunities for student housing on and in close proximity to their campuses; and d. work with the University of Windsor and St. Clair College to identify land to allow for the development of additional residential units; and further,	

Outstanding Directives

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Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
January 29, 2024	B8/2024	C 189/2023	Community Services	That the report of the Executive Initiatives Coordinator, Community Services dated December 28, 2023 entitled "Jackson Park Bandshell Feasibility Study Update - Ward 3" BE REFERRED back to administration; and, That administration BE DIRECTED to undertake a formal procurement process related to a feasibility study whereby the scope of the study be limited to heritage and technical attributes of the facility at the current location and further that a city led community consultation be part of the scope of the study; and, ... That administration BE REQUESTED to report back to Council with the results of the procurement process.	
January 29, 2024	B11/2024	C 188/2023	Economic Development	That administration BE DIRECTED to engage with St. Clair College administration and the administration at the University of Windsor to discuss possible ongoing partnerships related to funding for Transit Services in the City of Windsor.	
January 29, 2024	B12/2024	C 188/2023	Infrastructure Services	That administration BE REQUESTED to report back to Council related to the impact to transit revenues if the proposed transit fare increase being contemplated were not applied to individuals who qualified for the affordable pass program.	
January 29, 2024	B14/2024	C 188/2023	Corporate Services	That administration BE DIRECTED to report back to Council for the 2025 budget deliberations regarding an analysis related to Dog Licensing fees and the impact that a one-time voluntary registration fee may have on administrative resources.	

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Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
January 29, 2024	B17/2024	C 188/2023	Community Services	That with regard to "Summer Drop-In Recreation Program in Parks" that the amount of up to $20,000 BE APPROVED for another year of programming in Mitchell Park; and, ... That administration BE REQUESTED to report back on adding additional parks and explore potential funding from community partnerships for Council's consideration.	
January 29, 2024	B18/2024	C 188/2023	Finance	That the following recommended motion by Councillor Francis from the January 29, 2024—Special Meeting of Council BE DEFERRED to a future meeting of Council: That administration BE DIRECTED to provide 10% efficiencies as opposed to 5% efficiencies as part of the 2025 Budget preparation process for Council's consideration.	
January 29, 2024	B19/2024	C 188/2023	Economic Development	That with regard to "New Service: Route 250 (Rhodes/Twin Oaks/NextStar Industrial)" that administration BE DIRECTED to report back on the participation or arrangement to assist with transit funding by other municipalities or corporations; and, That administration BE DIRECTED to explore opportunities across the community for sponsors to assist with transit funding.	
January 29, 2024	B7/2024	C 182/2023	Community Services	That the report of the Project Administrator dated December 20, 2023 entitled "Festival Plaza Improvement - Update - Ward 3" BE REFERRED back to administration; and, That administration BE DIRECTED to provide another more cost effective option for Council's consideration.	

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Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
February 26, 2024	CR81/2024	S 168/2023	Economic Development	That the report of the Community Energy Plan Administrator dated December 19, 2023 regarding the Energy and Poverty Pillar (EAPP) Report Requirement from the Global Covenant of Mayors for Climate and Energy BE RECEIVED for information; and, ... That Administration BE DIRECTED to report back to Council with the finalized Energy Access and Poverty Assessment, Targets, and Plan.	
February 26, 2024	CR96/2024	S 11/2024	Community Services	That the report of the Executive Initiatives Coordinator, Community Services dated January 21, 2024 entitled "Response to CQ 12-2022 & 22-2022 – Solar Lights on City Trails – City Wide" BE RECEIVED for information; and, ... That Administration BE DIRECTED to investigate more cost effective solar lighting options.	
March 18, 2024	CR127/2024	C 33/2024	Finance	III. That subject to written confirmation from the grant provider that the City's application has been successful, Administration REPORT BACK to Council regarding the proposed financing strategy required to carry out this project and execute the Agreement.	

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Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
April 22, 2024	CR146/2024	CMC 6/2024	Infrastructure Services	That the administrative memo from the from the Commissioner, Infrastructure Services & City Engineer dated March 14, 2024 regarding City of Windsor Feedback Regarding ERO-019-7891 and the letter from the Executive Director, Municipal Engineers Association dated February 26, 2024 regarding the Ministry of the Environment, Conservation & Parks (MCEP) Announcement of new Regulation to Replace Municipal Class EA BE RECEIVED; and, That administration BE REQUESTED to report back outlining the impact of the changes to the Conservation Authorities Act on the City of Windsor as it relates to the measures that are being contemplated in the legislation that the Province is bringing forward.	
April 22, 2024	CR153/2024	S 31/2024	Health & Human Services	That this updated report from the Coordinator, Housing Administration & Policy and the Social Housing Analyst dated February 16, 2024 entitled "Rent Supplement Program Expiries and Mitigation Update - City Wide" BE RECEIVED; and further, ... That the Executive Director, Housing & Children's Services REPORT BACK on the outcome of the expiring rent supplement and any other mitigation strategies post completion; and, ...	

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Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
April 22, 2024	CR155/2024	S 30/2024	Health & Human Services	That this report of the Acting Manager, Homelessness & Housing Support dated February 16, 2024 entitled “Legislated Five Year Review of the 10-year Housing and Homelessness Master Plan, 2024" BE ACCEPTED; and further,... That the Executive Director of Housing and Children's Services or their designate ENSURES the updated Windsor Essex 10-year Housing and Homelessness Master Plan aligns with the direction set by the Ministry of Municipal Affairs and Housing, addresses local needs and, REPORT BACK to Council to present the updated plan; and further...	
April 22, 2024	CR158/2024	SCM 75/2024	Economic Development	That the verbal update to Municipal Heritage Register: Strategies in response to Provincial Bill 23 provided by the Heritage Planner BE RECEIVED; and, That the Heritage Planner BE DIRECTED to report back to a future Development & Heritage Standing Committee meeting on the viability of a bylaw for Council consideration aimed at protecting existing Municipal Heritage assets beyond the Province's 2024 deadline; and that should a bylaw be determined viable, TO PROPOSE within the response appropriate language and to report back prior to the Provincial deadline elapsing.	

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Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
April 22, 2024	CR176/2024	S 133/2023 & AI 5/2024	Community Services	That the report of the Executive Initiative Coordinator dated October 13, 2023, entitled, “Report CQ 2-2023 - Moving the Location of Bright Lights – Ward 3" BE RECEIVED for information; and, That administration BE REQUESTED report back to Council and continue to work on a plan to illuminate downtown Windsor with year round decorative lighting working in collaboration with the DWBIA, Council and Administration; and that the information INCLUDE infrastructure costs, security and integration with the City Hall Esplanade; as well as the possibility to allow local artists, through a permitting process, to be able to sell their goods during the summer months at the Riverfront.	
April 22, 2024	CR165/2024	S 169/2023	Economic Development	That the report of the Community Energy Plan Administrator dated February 19, 2024 entitled "Community and Corporate Greenhouse Gas Emissions and Energy Monitoring Report – 2022 – City Wide" BE FORWARDED to the Environment & Climate Change Advisory Committee for their review and comment.	
April 22, 2024	CR166/2024	S 33/2024	Economic Development	That the report of the Environment Sustainability Coordinator dated March 7, 2024 entitled "Windsor's 2023 Report On the State of the Environment" BE FORWARDED to the Environment & Climate Change Advisory Committee for their review and comment.	

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Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
May 27, 2024	CR207/2024	CMC 8/2024 7.1.2	Corporate Services	That the letter from Assisted Living Southwestern Ontario dated April 29, 2024, regarding Short-Term Rental Licensing for 11636 Riverside Drive East - Request for Exemption BE RECEIVED for information; and, That administration BE DIRECTED to report back with information related to the possibility of a By-law amendment or exemptions regarding the Short-Term Rental License By-Law, and that this information include considerations for community services providers, not for profit (NFP) groups and other organizations that are looking to provide this service in addition to other services.	
May 27, 2024	CR227/2024	S 49/2024	Infrastructure Services	... That administration BE REQUESTED to provide options to mitigate traffic impacts in the area and in the neighbourhood, to address the concerns of traffic entering the neighbourhood as a result of this proposed development.	
May 27, 2024	CR235/2024	S 44/2024 & S 155/2023	Infrastructure Services	That the report of the Commissioner of Infrastructure Services dated November 10, 2023 entitled "Response to CQ 24-2023 Regarding Minimum Standards, Vendor Warranties, and Construction Policies for Road Repair, Sewer Infrastructure, and Road Rehab Projects - City Wide" BE REFERRED to the 2025 Budget Deliberation meeting to provide options to increase the quality control program; and,	

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Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
May 27, 2024	CR236/2024	S 45/2024	Infrastructure Services	...That Council APPROVE the development of a new Ad Hoc Alley Standards Committee as outlined in the report with the deliverables to support Council's goal of developing and enforcing a set of alley standards as amended; and, That the Alley Standards Committee REVIEW and CONSIDER best practices to promote safety and security as an additional deliverable; and, That asset management plans BE INCLUDED in the analysis of activating those alley spaces; and, That administration BE DIRECTED to report back to Council on an annual basis.	
May 27, 2024	CR235/2024	S 44/2024 & S 155/2023	Infrastructure Services	That administration BE REQUESTED to conduct a thorough review of the 2025/2026 projects to determine whether there may be an opportunity to adopt an expedited schedule, including working off hours and weekends, especially on the main thoroughfares.	
June 10, 2024	CR246/2024	C 58/2024	Community Services	That Council APPROVE the award of RFT 46-24, City Hall Square Ice Rink to the low bidder Oscar Construction Company Limited for the amount of $11,742,255 (excluding HST); and further, ... That Administration BE REQUESTED to continue to review the potential to offset costs for this project by finding ways to secure revenue streams, including but not limited to, potential naming rights and other sponsorship opportunities.	

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Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
June 10, 2024	CR248/2024	C 64/2024	Finance	That Council SUPPORT the continuing development, implementation, and monitoring of the EMP to reduce the Corporation's energy consumption and greenhouse gas emissions; and, That Administration REPORT BACK to Council on the development of a Corporate Energy Management Policy, once finalized.	
June 10, 2024	CR249/2024	C 66/2024	Community Services	That administration BE REQUESTED to report back to Council regarding the funding required for free skates for the 2025 season; and that the information BE BROUGHT forward to the 2025 Budget Meeting.	
June 10, 2024	CR256/2024	S 146/2023	Infrastructure Services	That administration BE DIRECTED to review the Drouillard Road underpass to ascertain whether it can be designated as a recreational trail to legally allow usage by cyclists.	
June 10, 2024	CR263/2024	S 64/2024	Infrastructure Services	That based on the content and discussion of this Report, City Council DIRECT Administration to develop a "Policy for Municipal Electric Vehicle (EV) Charging Stations"; and,	

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as of January 30, 2025

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
June 10, 2024	CR263/2024	S 64/2024	Infrastructure Services	That City Administration PROVIDE SUPPORTS for the installation of privately-owned EV Charging Infrastructure for residential, commercial, and municipally-owned properties through: a. The support and facilitation of third-party ownership of EV charging infrastructure in municipally-owned parking lots and garages on municipally-owned properties; and, b. Exploring amendments to the Zoning By-law for new residential development; and, c. Exploring amendments to Zoning By-law for new multi-residential and non-residential development; and,	
June 10, 2024	CR263/2024	S 64/2024	Infrastructure Services	That administration BE REQUESTED to report back with information related to a fee model and enforcement options for not moving vehicles from the charging station after being fully charged.	
July 08, 2024	CR281/2024	CMC 10/2024 7.1.4	Health & Human Services	That the email of the Briefings and Correspondence Unit, Corporate Secretariat, Women and Gender Equality Canada dated May 31, 2024 regarding the acknowledgement regarding intimate partner violence BE RECEIVED for information; and, That administration BE DIRECTED to report back on the availability of funding, what it is allocated towards, what the parameters are and what conditions have to be met to be able to secure the funding; and that the information INCLUDE a status report of accessed available funding.	

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Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
July 08, 2024	CR302/2024	CMC 10/2024 7.1.5	Corporate Services	That the report of the Director, Technology Services, Windsor Police Services dated June 19, 2024 responding to Council Question CQ 31-2023 regarding installation of CCTV-enabled emergency police call boxes in public areas BE RECEIVED for information; and, That Administration BE DIRECTED to report back to Council regarding developing a privacy impact study and the cost involved.	
July 08, 2024	CR284/2024	C 72/2024	Finance	That administration BE DIRECTED to request a clarification letter from AMO in terms of moving forward regarding the Built Canada Fund and what it is going to cover, and how sustainable it is for municipalities moving forward.	
July 08, 2024	CR286/2024	SCM 181/2024	Economic Development	That the letter from the Ministry of Citizenship & Multicultralism dated May 27, 2024 regarding the changes made to the Ontario Heritage Act (OHA) as part of Bill 23, More Homes Built Faster Act, 2022 BE RECEIVED; and, That administration BE REQUESTED to report back to the Development & Heritage Standing Committee related to what the current resource capacities would yield, in terms of how far into the heritage list is practical to get through with the 2-year extension deadline.	

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Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
July 08, 2024	CR294/2024	C 73/2024	Finance	That City Council APPROVE the proposed pilot project in partnership with a third-party owner-operator to assess the requirements of public-private partnerships and expanding electric vehicle charging station infrastructure; and, That the Chief Administrative Officer and City Clerk BE AUTHORIZED to enter into an agreement with the partnership herein described as FLO-TELUS for the installation of electric vehicle charging stations at the locations detailed in this report, ... and, That City Council DIRECT Administration to return with the preliminary results of the pilot project after one year of operation to describe the feasibility of the public-private partnership model for expanding electric vehicle infrastructure.	

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Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
July 22, 2024	CR319/2024	S 75/2024	Infrastructure Services	That the report of the Manager, Environmental Services dated June 10, 2024 entitled "Response to CQ 20-2024 Bulk Collection Program in BIAs" BE RECEIVED for information; and, That Council APPROVE the inclusion of commercial businesses within BIAs in the existing Bulk Collection Program on a one-year pilot program beginning in the fall of 2024; and, That Administration REPORT the results of the pilot project to Council in the fall of 2025; and, That Administration BE DIRECTED to report back regarding the feasibility of expanding the bulk item pick up program into non BIA commercial districts during the final analysis or at any time within the pilot project timeline.	
July 22, 2024	CR325/2024	S 22/2024	Economic Development	That Volume 1: The Primary Plan of the City of Windsor Official Plan BE AMENDED ...; and, That Administration continue to give consideration to matters which could further assist with streamlining the development approval process and REPORT BACK on any options or parameters regarding the delegation of authority to Administration.	

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Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
July 22, 2024	CR333/2024	S 15/2024 & S 16/2024 & AI 13/2024	Economic Development	That Council DIRECT Administration to DEVELOP Corporate Procedures to implement the Windsor Archaeological Management Plan (WAMP); and further, That Administration BE DIRECTED to undertake a search for an appropriate location to study, curate, store and display significant archaeological resources resulting from future archaeological investigations within the municipal limits of Windsor and report back to City Council on options which may be available should a future need arise; and further,...	
July 22, 2024	CR333/2024	S 15/2024 & S 16/2024 & AI 13/2024	Economic Development	That administration BE REQUESTED to report back with an update related to the implementation of the Windsor Archaeological Management Plan prior to the end of 2024;...	
September 09, 2024	CR379/2024	S 93/2024	Infrastructure Services	That the report of the Environment, Transportation and Public Safety Standing Committee dated July 12, 2024 entitled "Response to CQ 10-2024 - Property Owner sign-off on Permit Applications - City Wide" BE REFERRED back to administration to allow for further discussion regarding options that will satisfy the identified concerns; and, That the information BE FORWARDED to a future meeting of Council for their consideration.	
September 09, 2024	CR364/2024	S 94/2024	Infrastructure Services	...That administration BE DIRECTED to meet with the school boards through the City & School Board Liaison Committee regarding alternatives to the Kiss and Ride Program and their pilot project at Queen Victoria School currently being discussed; ...	

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Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
September 09, 2024	CR356/2024	C 101/2024	Finance	... That in the event the City receives written confirmation from Housing, Infrastructure and Communities Canada (HICC) that the Expression of Interest (EOI) submitted has been approved, Administration REPORT BACK to Council with all required information necessary to submit a Capital Plan Application (stage 2) to the Canada Public Transit Fund (CPTF) – Baseline Funding stream.	FYI
September 09, 2024	CR378/2024	S 71/2024	Economic Development	That the report of the Development and Heritage Standing Committee dated May 31, 2024 entitled "Approval of a Draft Plan of Subdivision and Zoning By-law Amendment for properties known as 4170 and 4190 Sixth Concession Rd; Applicant: 2863167 Ontario Inc.; File Nos. SDN-001/24 [SDN/7194] and Z-012/24 [ZNG/7195]; Ward 9" BE DEFERRED to a future meeting of City Council to allow for further investigation into the possibility of ingress and egress from the 6th Concession.	Sep 9/24: to future meeting for further investigation on ingress and egress. (CR378/2024)
September 23, 2024	CR429/2024	S 66/2024	Infrastructure Services	That Administration BE DIRECTED to bring forward a capital infrastructure investment plan identified in the Environmental Assessment along the 6th Concession and North Talbot corridor in the 2025 capital budget.	

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Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
September 23, 2024	CR414/2024	S 107/2024 & AI 19/2024	Community Services	That the administrative report dated August 16, 2024 and the Additional Information Memo entitled "Response to CQ 3/2024 Geese Management - City Wide" BE RECEIVED for information; and, That the City Treasurer BE DIRECTED to bring forward a $30,000 budget issue as part of the 2025 budget process for consideration; and, That subject to approval of this request in the 2025 budget, that Administration BE DIRECTED to work with a Goose Management Company on egg/nest removal at the seven (7) locations identified within this report; and further, That Administration BE DIRECTED to apply for any required permits with the Canadian Wildlife Service for the removal of eggs/nests; and further, That Administration BE DIRECTED to report the results to Council after a one-year trial is completed.	
September 23, 2024	CR391/2024	S 86/2024	Chief Administrative Officer	THAT the report of the Director, Corporate Security, Executive Initiatives Coordinator Corporate Services, and Executive Initiatives Coordinator Community Services dated July 4, 2024 entitled "Response to CQ 12-2023: Public conduct policy and security screening options for City Hall and other municipal facilities," BE REFERRED to the 2025 Budget Meeting for Council's consideration.	

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Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
September 23, 2024	CR390/2024	CMC 13/2024 7.1.2	Infrastructure Services	That the communication from the Town of Tecumseh dated September 4, 2024 regarding a "Notice of Public Meeting for Proposed Official Plan Amendment to incorporate the Tecumseh Hamlet Secondary Plan into the Tecumseh Official Plan" BE RECEIVED for information; and, That Administration BE DIRECTED to report back on the impact of the services that the city provides to neighbouring municipalities in terms of potable water and sewage, and whether or not we will be required to increase the numbers that we are currently providing to them.	
September 23, 2024	CR389/2024	CMC 13/2024 7.1.1	Chief Administrative Officer	That the letter from the Member of Parliament, Windsor West dated September 6, 2024 regarding the decision by the Michigan Department of Transportation (MDoT) to allow additional hazardous materials on the Ambassador Bridge BE RECEIVED for information; and, That Administration BE DIRECTED to send a letter of support to MP Masse and to the Minister of Transport expressing concerns, requesting reimbursement costs, and that the hazardous materials be identified prior to crossing; and, That comments from Windsor Police Service, Windsor Fire, the Windsor Essex County Health Unit, the Univeristy of Windsor, and the Candian Border Services Agency BE INCLUDED in the correspondence; and, That administration BE DIRECTED to report back to Council related to any options to address this concern.	

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Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
October 28, 2024	CR481/2024		Economic Development	That administration BE DIRECTED to write a letter to the Provincial Government and Members of Provincial Parliament to encourage more consultation with municipalities on matters of planning & development before legislation is enacted; and, ...That administration BE DIRECTED to report back for further consideration of initiatives or suggestions from council;	
October 28, 2024	CR478/2024		Infrastructure Services	That the petition presented by Councillor Ed Sleiman on behalf of the residents on Erskine Street regarding parking and traffic concerns BE RECEIVED by the Clerk and the Clerk BE DIRECTED to forward the petition to the Commissioner, Infrastructure Services & City Engineer for the purpose of an examination of the requested works or undertakings.	
October 28, 2024	CR477/2024		Infrastructure Services	That the petition presented by Councillor Ed Sleiman on behalf of Parkwood Manor regarding the safety concerns at the intersection of Central Avenue & Temple Drive BE RECEIVED by the Clerk and the Clerk BE DIRECTED to forward the petition to the Commissioner, Infrastructure Services & City Engineer for the purpose of an examination of the requested works or undertakings.	

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Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
October 28, 2024	CR472/2024	S 108/2024	Community Services	That the report of the Community Services Standing Committee of its meeting held September 4, 2024 regarding "Response to CQ 13-2024, CQ 16-2024 and CQ 30-2024-Pickleball & Squash Courts within the City – City Wide" BE REFERRED to the 2025 Budget deliberation meeting for costing of the proposal.	
November 25, 2024	CR507/2024	C 140/2024	Infrastructure Services	I. That City Council RECEIVE the International Charles Brooks Memorial Peace Fountain Replacement Project update outlined in this report; and further, II. That City Council DIRECT Administration to MOVE FORWARD with Option 1: Floating Fountain design, outlined in the body of this report; and further, ...IX. That Administration BE DIRECTED to report back to Council regarding the old fountain and next steps moving forward; and further,	
November 25, 2024	CR498/2024	C 128/2024	Chief Administrative Officer	That as it relates to Phases 1 & 2 of the Corporate LED Lighting Conversion City Wide project that City Council ENDORSE the project change orders as described in Appendix A: LED Project Change Orders, Phases 1 and 2; and, ...That Administration to BE DIRECTED to assess the opportunity for annual utility cost savings at the Windsor Airport (YQG) with the intention of adding YQG facilities to the project scope as an additional project phase.	

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Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
November 25, 2024	CR491/2024	S 144/2024	Infrastructure Services	That the report of the Acting Senior Manager of Traffic and Parking dated October 15, 2024, entitled "Response to CQ 14-2023 – Use of Rumble Strips in an Urban Environment – City Wide" BE RECEIVED for information; and, That administration BE DIRECTED to include information related to rumble strips in the coming report related to traffic calming.	
November 25, 2024	CR489/2024	C 95/2024	Corporate Services	...That administration BE DIRECTED to report back to Council at the end of 2023 on the impact of changing the Council meeting start time to 10:00 o'clock a.m.; and, that the information INCLUDE public, council, and administration consultations.	
November 25, 2024	CR507/2024	C 140/2024	Corporate Services	That Administration BE DIRECTED to establish a committee with working members of the local CAW and the Brooks family to establish September 21st as an International Peace Day.	
November 25, 2024	CR501/2024	S 150/2023 & AI 15/2024 & AI 20/2024	Infrastructure Services	That the report of the Environment, Transportation & Public Safety Standing Committee meeting held September 25, 2024 regarding " Response to CQ 13-2023 - Front Yard Parking Best Practice 2.2.2 " BE DEFERRED to a future meeting of City Council to allow for a previously scheduled meeting(s) of the Walkerville Heritage Conversation District to take place.	

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Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
November 25, 2024	CR502/2024	S 46/2024 & AI 14/2024	Infrastructure Services	That the report of the Environment, Transportation & Public safety Standing Committee of its meeting held May 29, 2024, regarding "Response to CQ 4-2024 – Options for Modernizing Parking Operations – City Wide" BE DEFERRED to future meeting of City Council meeting to allow for further review of this matter.	
December 09, 2024	CR542/2024		Health & Human Services	That administration BE DIRECTED to bring forward the Auditor General of Ontario's Annual Report regarding the Implementation and Oversight of Ontario's Opioid Strategy to a future meeting of Council for Council's consideration.	
December 09, 2024	CR541/2024		Corporate Services	That the Clerk's Office BE DIRECTED to invite members of parliament to attend a meeting with Council to have discussions regarding a number of concerns, including legislation surrounding housing and homelessness and how it impacts our municipality; and further, That Council DIRECT any additional agenda items for this meeting to the clerk's office for consideration. That Council PROVIDE Administration with any Agenda Items they would like to see on the upcoming meeting Agenda for the meeting with the Provincial Government Representatives.	

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Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
December 09, 2024	CR539/2024	241209_15-02	Health & Human Services	That consideration of the following Notice of Motion introduced by Councillor Kieran McKenzie at the December 9, 2024 meeting of Council, BE REFERRED back to administration for a thorough report back to a future meeting of Council regarding the implications of supporting AMO's recommendations and the implications of using the notwithstanding clause and to allow for consultation with stakeholders:	
December 09, 2024	CR538/2024	241209_15-01	Chief Administrative Officer	That consideration of the following Notice of Motion introduced by Councillor Mark McKenzie at the December 9, 2024 meeting of Council, BE REFERRED back to administration for a report back to a future meeting of Council to allow for additional information related to the bail system, criminal code, and charter rights:	
December 09, 2024	CR537/2024	C 161/2024	Health & Human Services	That City Council ENDORSE the recommended temporary emergency shelter winter initiatives proposed in this report provided all expenses can be funded under the Reaching Home incremental funding allocation for the 2024 – 2025 fiscal year; and further, ... That Administration BE DIRECTED to urgently REPORT BACK to Council with recommendations should the need in the community surpass current service levels with respect to shelter from the cold.	

Outstanding Directives

as of January 30, 2025

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
December 09, 2024	CR522/2024	C 162/2024	Infrastructure Services	...That administration BE DIRECTED to allocate the profits from the red light camera program, as outlined in the report, that being 50% BE ALLOCATED to a newly created reserve, which will be utilized to support expenditures that are related to traffic and road safety improvements and the remaining 50% BE ALLOCATED to offset existing traffic planning safety related operating costs; and, That Council CONSIDER allocating a portion of the 50% reserve fund to the temporary traffic calming initiative and similar future programs and initiatives.	
December 09, 2024	CR529/2024	CM 12/2024	Economic Development	That the Sandwich South: Sustainable Neighbourhood Action Plan Summary Report (Appendix A) BE PROVIDED to the Environment and Climate Change Advisory Committee; and,	
December 09, 2024	CR529/2024	CM 12/2024	Economic Development	That Administration BE DIRECTED to report back to Council with an implementation plan that considers the action items and the variety of factors that can affect the timeline of the implementation; and,	
December 09, 2024	CR529/2024	CM 12/2024	Economic Development	That administration BE DIRECTED to report back regarding the previous council direction related to the Net Zero Neighbourhood Policy regarding the Sandwich South lands as a component of the report on the implementation plan.	

Outstanding Directives

as of January 30, 2025

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
January 13, 2025	CR7/2025	S 116/2024	Infrastructure Services	I. That the additional information memo of the Transportation Planning Coordinator dated January 10, 2025, entitled "Additional Information re: Report S 116/2024 - Response to CQ 7-2024 – Funding or Phase 1 Conversion Study" BE RECEIVED for information; and, II. That administration BE DIRECTED to implement the Conversion Study funded from the Environmental Study Capital Project 7086010, and that the study include 11 streets including Lincoln and Gladstone in Ward 4 as opposed to the 9 indicated in Report S116/2024; and, III. That administration BE DIRECTED to report back to Council with the findings of the initial Phase 1 analysis and seek approval to proceed, or not, with Phases 2 and 3 accordingly.	
January 13, 2025	CR23/2025	S 130/2024	Corporate Services	That Council DIRECT administration to review the updated Facility Accessibility Design Standards proposed by the WAAC Facility Accessibility Design Subcommittee and report back to Council for final approval.	

Outstanding Directives

as of January 30, 2025

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
January 13, 2025	CR27/2025	C 143/2024	Health & Human Services	That the report of the Manager, Social Policy & Planning, dated November 15, 2024, entitled "Strategy to Promote Alternatives to Payday Loans - City Wide" BE RECEIVED for information, and, That administration BE DIRECTED to engage with community stakeholders to investigate the possibilities of a partnership for the communications and public outreach campaign that was discussed and agreed upon at the committee level and REPORT BACK to Council.	
January 13, 2025	CR30/2025	S 166/2024	Health & Human Services	That the report of the Social Housing Analyst, and the Coordinator, Housing Administration & Policy, dated November 18, 2024, entitled "Social Housing – End of Mortgage (EOM) and Negotiation of Service Agreements with Housing Providers – City Wide" BE RECEIVED; and, That administration BE DIRECTED to report back on opportunities for consolidation among social housing providers to realize efficiencies to better serve tenants.	
January 13, 2025	CR32/2025	C 166/2024	Community Services	That the report of the Executive Initiatives Coordinator, dated December 16, 2024, entitled "Sandpoint Beach – Approval of the Master Plan – Ward 7" BE DEFERRED to the January 27, 2025, Special Council Meeting to allow for administration to have discussions with the Windsor Port Authority related to partnering with the City or the possibility of funding a portion of the project	

Outstanding Directives

as of January 30, 2025

Clerk's Note: The listing of items prior to January 1, 2011 should not be considered complete at this point in time.

Clerk's Note: This summary chart is not intended to replace the actual minutes of all proceedings.