

## Notice of Public Hearing – Committee of Adjustment Application

File # A-029/26 - 423 OUELLETTE AVE

Date Mailed: April 29, 2026

### Electronic hearing:

By videoconference on May 14, 2026 at 3:30 PM

### Why am I receiving this notice?

As an adjacent property owner you are receiving this courtesy notice of hearing because an application has been submitted for consent and/or minor variance to a property located close to you. Formal notice of the hearing was given by publication of the Committee of Adjustment’s Agenda Record in the Windsor Star on April 29, 2026. as required by the Planning Act.

Sections 45(1) & 54(5) of the Planning Act authorize the Committee of Adjustment to consider these requests.

Application details are posted on the City of Windsor website along with the Administrative recommendation(s). For the latest Administrative comments check the City’s website page for **Committee of Adjustment-Meeting Agenda** after 12:00 noon on the Friday prior to the hearing date.

## APPLICANT AND PROPERTY INFORMATION

**LEGAL DESCRIPTION:** PLAN 195 BLK B LOT 6 LOT 7;S PT LOT 5; 7494.00SF 75.00FR 99.00D

<b>OFFICIAL PLAN DESIGNATION</b>	<b>ZONING OF SUBJECT LAND(S)</b>
Mixed Use	Commercial CD3.1

Applicant/Owner(s)	Authorized Agent(s)	Subject Property
<b>Owner Name:</b> 2424718 ONTARIO LIMITED  <b>Applicant Name:</b> Dawne Martens Midtown Property Management		423 OUELLETTE AVE

## PURPOSE OF APPLICATION

**Minor Variance** - Requesting relief for decreased number of required parking spaces.

By-Law	Provision	Provision Description	Requirement	Proposed
Zoning By-law 8600	24.20.1.1	Required Number of Parking Spaces in the Central Business District	2	0

## How do I participate if I have comments or concerns?

### Submit written comments

Although neighbours cannot appeal a decision, you are entitled to notice and may make written submissions before the application is considered by the Committee of Adjustment. You can send your written comments regarding the application by email (preferred) or regular mail to the Secretary-Treasurer noted below. Include your name, address and application number or address of the property in which you are providing comments. To allow all Committee members the opportunity to review and consider your comments, please provide your written submissions to be received no later than noon the day before the hearing.

### Participate in the hearing by videoconference (Microsoft Teams)

**Two ways to register:** 1) visit the City of Windsor website to self-register OR 2) call or email the Secretary-Treasurer noted below no later than noon the day before the hearing date. You are encouraged to pre-register as a delegation as soon as possible in order to facilitate an orderly registration process. Once registered you will receive confirmation by email including a link to join the virtual hearing.

**Applicant(s)** – Attendance is required. If you do not attend or send a representative, the Committee may proceed in your absence without any further notice to you or reschedule the meeting at a cost to you.

### Notice of Decision

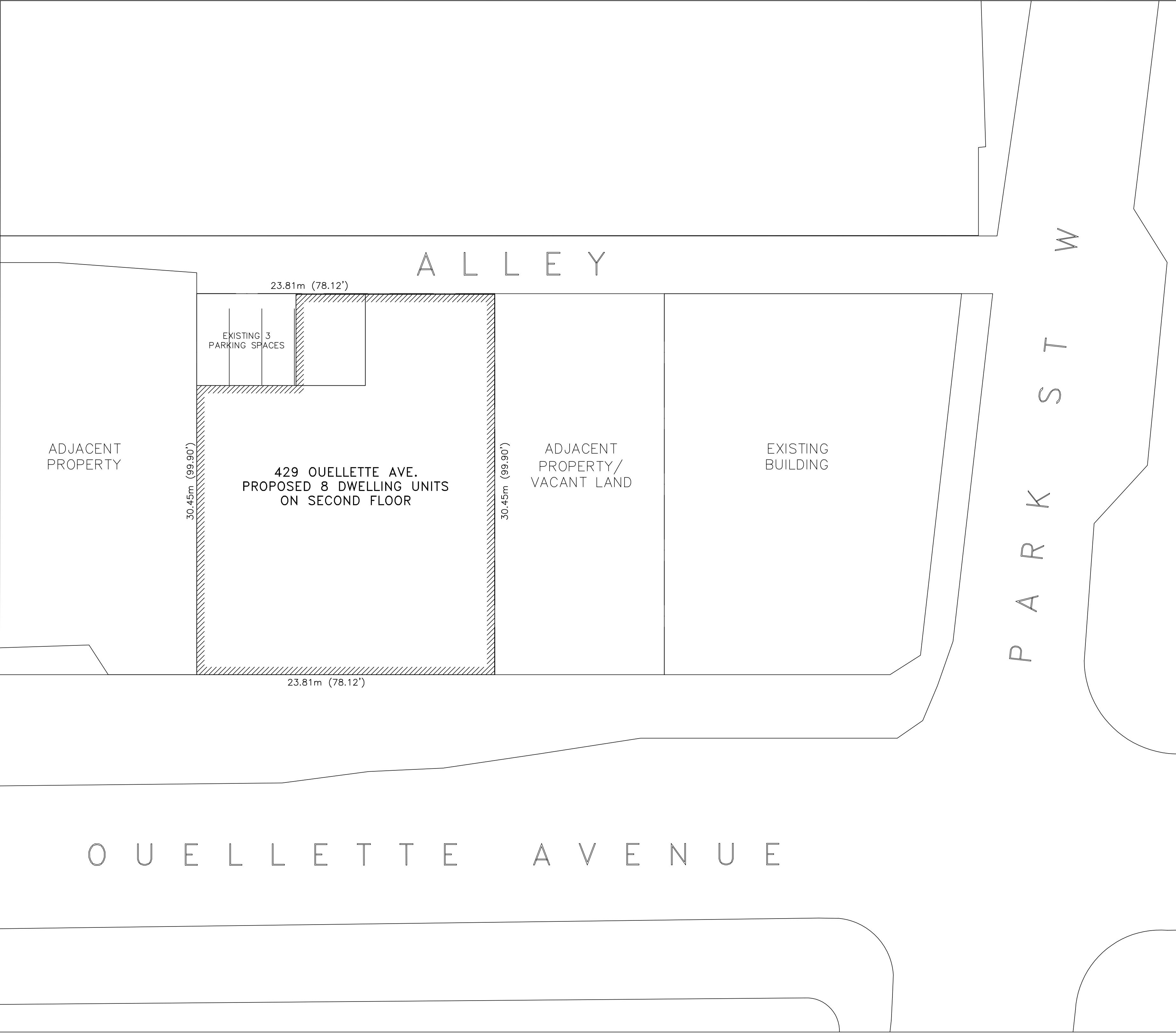
If you wish to be notified of the decision for this application, you must make a written request by email or regular mail to the Secretary-Treasurer ([jwatson@citywindsor.ca](mailto:jwatson@citywindsor.ca)). The written request must be received before noon the day before the hearing date. This will entitle you to be notified of any future Ontario Land Tribunal proceedings in the event of an appeal.



#### Contact Information:

Jessica Watson  
Secretary-Treasurer  
Committee of Adjustment  
Suite 320, 350 City Hall Square West  
Windsor, ON N9A6S1  
Phone: 519-255-6543 ext. 6450 or 6436  
[COAdjustment@citywindsor.ca](mailto:COAdjustment@citywindsor.ca)

ITEM	ONTARIO BUILDING CODE DATA MATRIX - PART 11 - RENOVATION OF EXISTING BUILDING	OBC REFERENCE
11.1	<p>EXISTING BUILDING CLASSIFICATION</p> <p>DESCRIBE EXISTING USE</p> <p>PROPOSED USE</p> <p>CONSTRUCTION INDEX</p> <p>HAZARD INDEX OF PROPOSED USE</p>	<p>EXISTING MIXED USE RESIDENTIAL AND COMMERCIAL</p> <p>EXISTING MIXED USE RESIDENTIAL AND COMMERCIAL</p> <p>-</p> <p>N/A</p> <p>N/A</p> <p>11.2.1</p> <p>T 11.2.1.1A</p> <p>T 11.2.1.1B TO N</p>
11.2	<p>ALTERATION TO EXISTING BUILDING IS:</p> <p>BASIC RENOVATION</p> <p>EXTENSIVE RENOVATION</p>	<p><input type="checkbox"/> NO <input checked="" type="checkbox"/> YES</p> <p><input checked="" type="checkbox"/> NO <input type="checkbox"/> YES</p> <p>11.3.3.1</p> <p>11.3.3.2</p>
11.3	<p>REDUCTION IN PERFORMANCE LEVEL:</p> <p>STRUCTURAL</p> <p>BY INCREASE IN OCCUPANT LOAD</p> <p>BY CHANGE OF MAJOR OCCUPANCY</p> <p>PLUMBING</p> <p>SEWAGE SYSTEM</p>	<p><input checked="" type="checkbox"/> NO <input type="checkbox"/> YES</p> <p><input checked="" type="checkbox"/> NO <input type="checkbox"/> YES</p> <p><input checked="" type="checkbox"/> NO <input type="checkbox"/> YES</p> <p><input checked="" type="checkbox"/> NO <input type="checkbox"/> YES</p> <p><input checked="" type="checkbox"/> NO <input type="checkbox"/> YES</p> <p>11.4.2</p> <p>11.4.2.1</p> <p>11.4.2.2</p> <p>11.4.2.3(4)</p> <p>11.4.2.4</p> <p>11.4.2.5</p>
11.4	<p>COMPENSATING CONSTRUCTION:</p> <p>STRUCTURAL</p> <p>INCREASE IN OCCUPANT LOAD</p> <p>CHANGE OF MAJOR OCCUPANCY</p> <p>PLUMBING</p> <p>SEWAGE SYSTEM</p>	<p><input checked="" type="checkbox"/> NO <input type="checkbox"/> YES (EXPLAIN)</p> <p><input checked="" type="checkbox"/> NO <input type="checkbox"/> YES (EXPLAIN)</p> <p><input checked="" type="checkbox"/> NO <input type="checkbox"/> YES (EXPLAIN)</p> <p>RESIDENTIAL AND COMMERCIAL FIRE SEPERATION IS MAINTAINED</p> <p><input type="checkbox"/> NO <input checked="" type="checkbox"/> YES (EXPLAIN)</p> <p>WASHROOMS FOR DWELLING UNITS PROVIDED</p> <p><input type="checkbox"/> NO <input type="checkbox"/> YES (EXPLAIN)</p> <p>11.4.3</p> <p>11.4.3.2</p> <p>11.4.3.3</p> <p>11.4.3.4</p> <p>11.4.3.5</p> <p>11.4.3.6</p>
11.5	<p>COMPLIANCE ALTERNATIVES PROPOSED:</p> <p><input checked="" type="checkbox"/> NO</p> <p><input type="checkbox"/> YES (GIVE NUMBER(S))</p>	<p>-</p> <p>11.5.1</p>
11.6	<p>ALTERNATIVE MEASURES PROPOSED:</p> <p><input checked="" type="checkbox"/> NO</p> <p><input type="checkbox"/> YES (GIVE NUMBER(S))</p>	<p>-</p> <p>11.5.2</p>



**PARKING REQUIREMENT**

- PARKING REQUIRED FOR PROPOSED DWELLING: = 8 x 1.25 = 10 SPACES REQUIRED
- EXISTING SPACES AVAILABLE = 3 SPACES
- VARIANCE REQUESTED FOR THIS DEFICIENCY.

SITE DATA		
SITE	= 7,804 SQ.FT. ( 725 m <sup>2</sup> )	COVERAGE
BLDG. FOOTPRINT	= 7,166 SQ.FT. ( 666 m <sup>2</sup> )	91.86 %
SECOND FLOOR AREA	= 6,732 SQ.FT. ( 625 m <sup>2</sup> )	
GROSS FLOOR AREA	= 13,898 SQ.FT. ( 1291 m <sup>2</sup> )	

**SITE PLAN**  
SCALE: 1/16" = 1'-0"

**KEY PLAN**  
SCALE: N.T.S.

STAMP:

SEP 13 2024	REVIEW
AUG 12 2024	PERMIT
DATE	ISSUED FOR
A	A. DETAIL NO.
B	B. LOCATION SHEET
C	C. DETAILED ON

- ALL DIMENSIONS TO BE CHECKED AND VERIFIED ON THE JOB SITE.  
- ANY AND ALL DISCREPANCIES TO BE REPORTED TO THE ARCH. / ENGINEER.  
- ALL DRAWINGS REMAIN THE PROPERTY OF THE ARCHITECT.  
- DO NOT SCALE DRAWINGS.

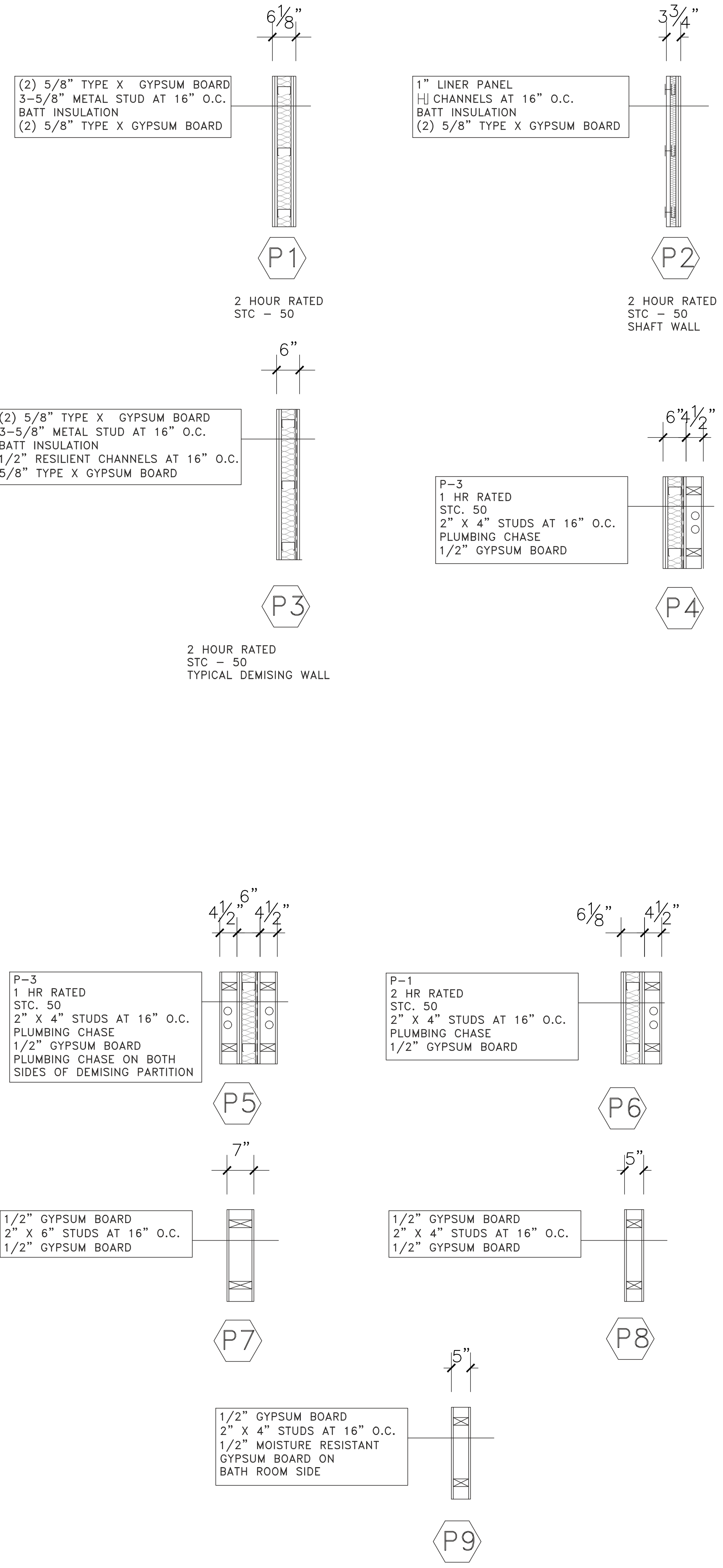
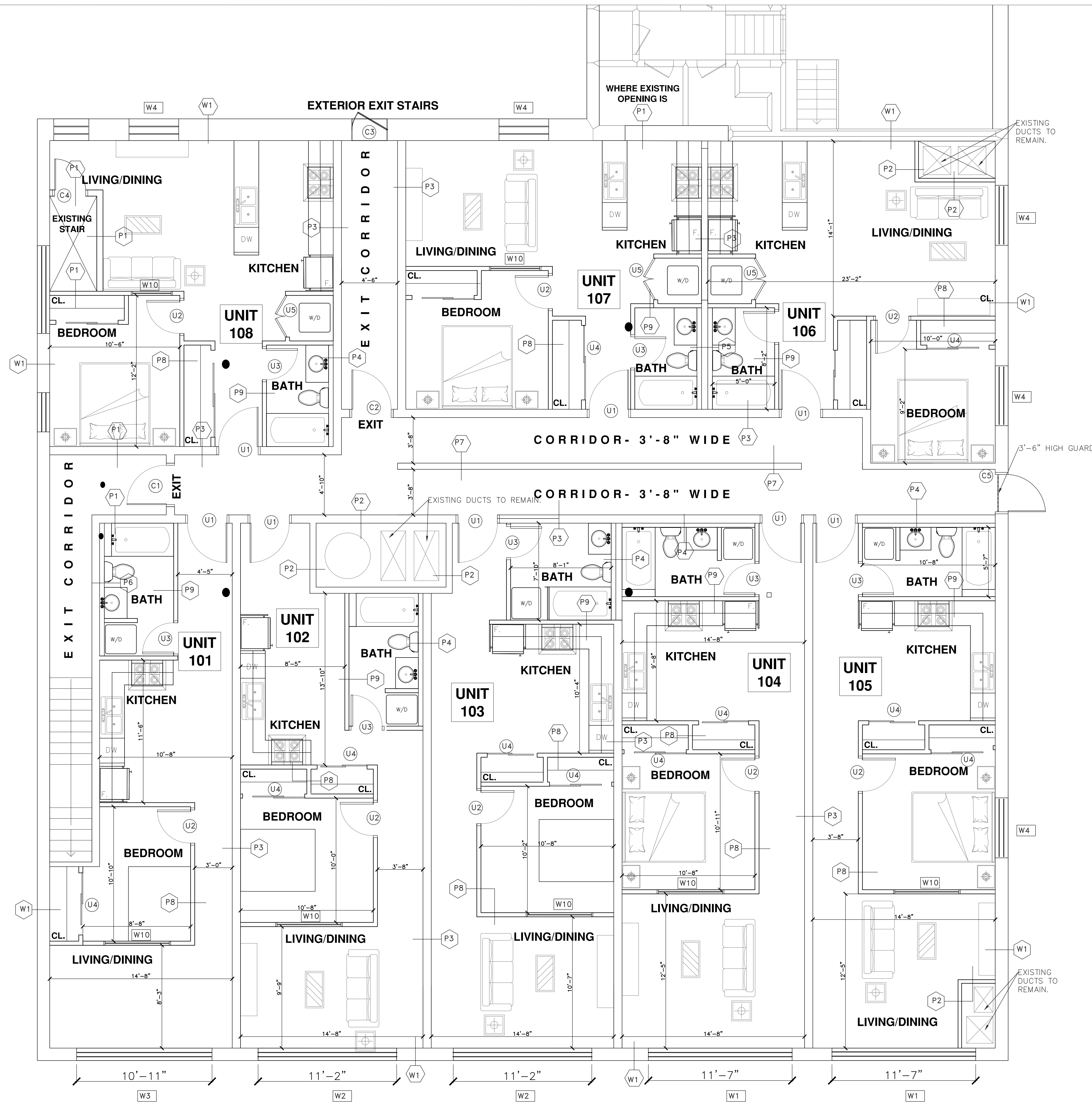
PROJECT NAME AND LOCATION:  
**PROPOSED DWELLING UNITS AT 429 OUELLETTE AVE WINDSOR ON**

CLIENT:

PROJECT NUMBER	2417
SCALE:	AS NOTED
DATE:	JUNE 2024
DRAWN BY	A.A. A.R.
CHECKED BY	V.V.
DRAWING NO.	

**A-0**





**1ST FLOOR PLAN**  
SCALE: 1/4" = 1'-0"



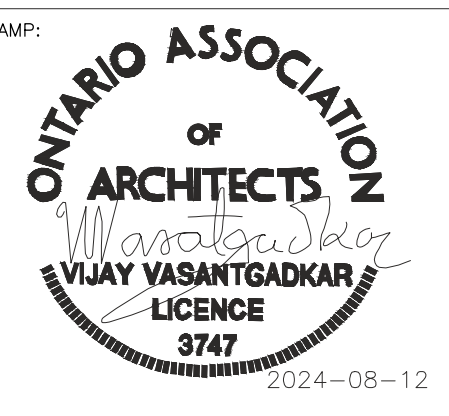
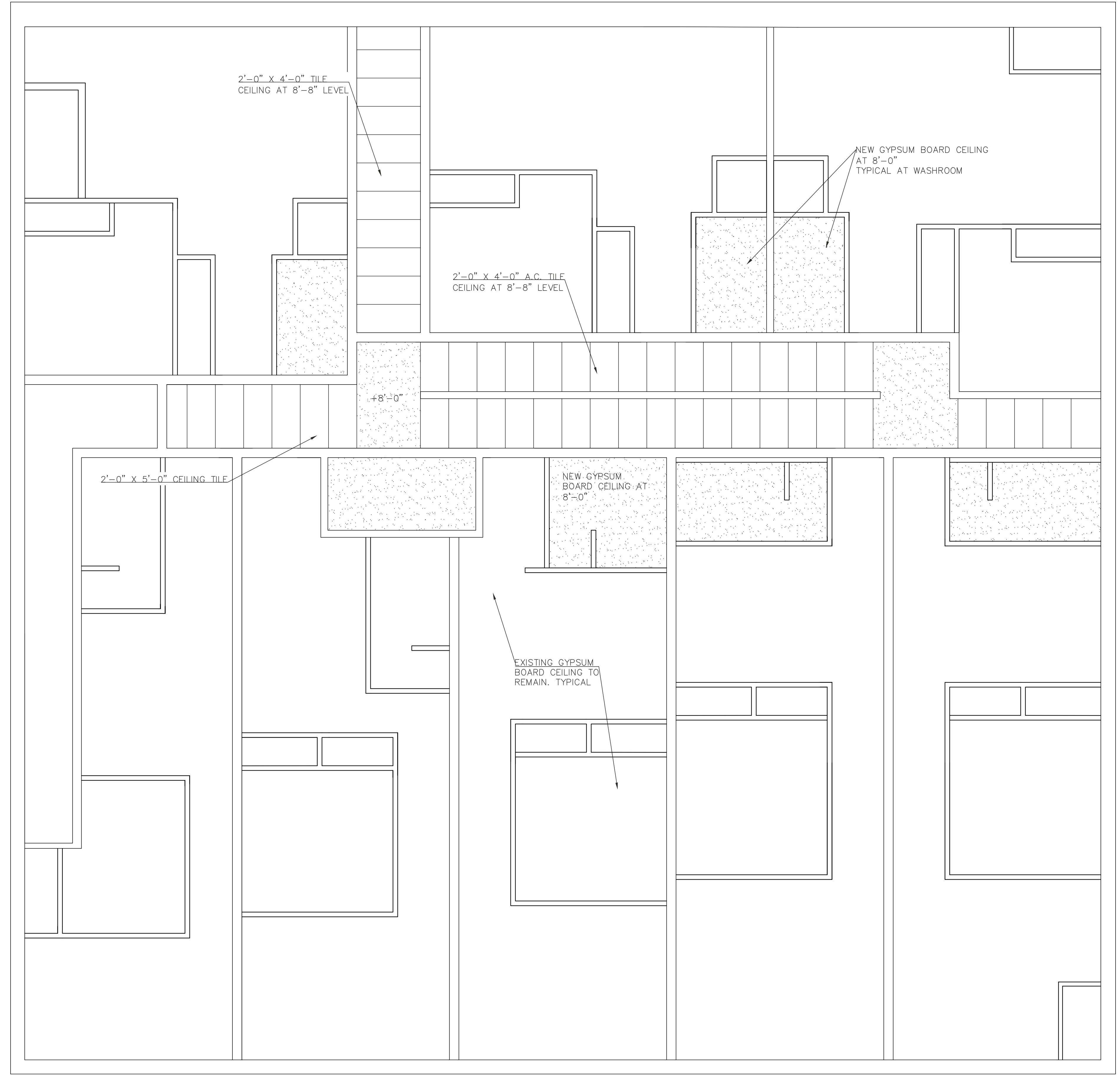
DATE	ISSUED FOR
AUG 12 2024	PERMIT
A	A. DETAIL NO.
B	B. LOCATION SHEET
C	C. DETAILED ON

PROJECT NAME AND LOCATION:  
**PROPOSED DWELLING UNITS AT 429 OUELLETTE AVE WINDSOR ON**

CLIENT:

DRAWING NO. **FIRST FLOOR PLAN**

PROJECT NUMBER	2417
SCALE:	1/4" = 1'-0"
DATE:	JUNE 2024
DRAWN BY:	A.A.
CHECKED BY:	V.V.
DRAWING NO.	



AUG 12 2024	PERMIT
DATE	ISSUED FOR
A	A. DETAIL NO.
B	B. LOCATION SHEET
C	C. DETAILED ON

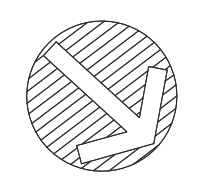
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PROJECT NAME AND LOCATION:  
**PROPOSED DWELLING UNITS AT 429 OUELLETTE AVE WINDSOR ON**

CLIENT:

DRAWING  
**REFLECTED CEILING PLAN**

PROJECT NUMBER	2417
SCALE:	1/4" = 1'-0"
DATE:	JUNE 2024
DRAWN BY	A.A.
CHECKED BY	V.V.
DRAWING NO.	

 **REFLECTED CEILING PLAN**  
SCALE: 1/4" = 1'-0"

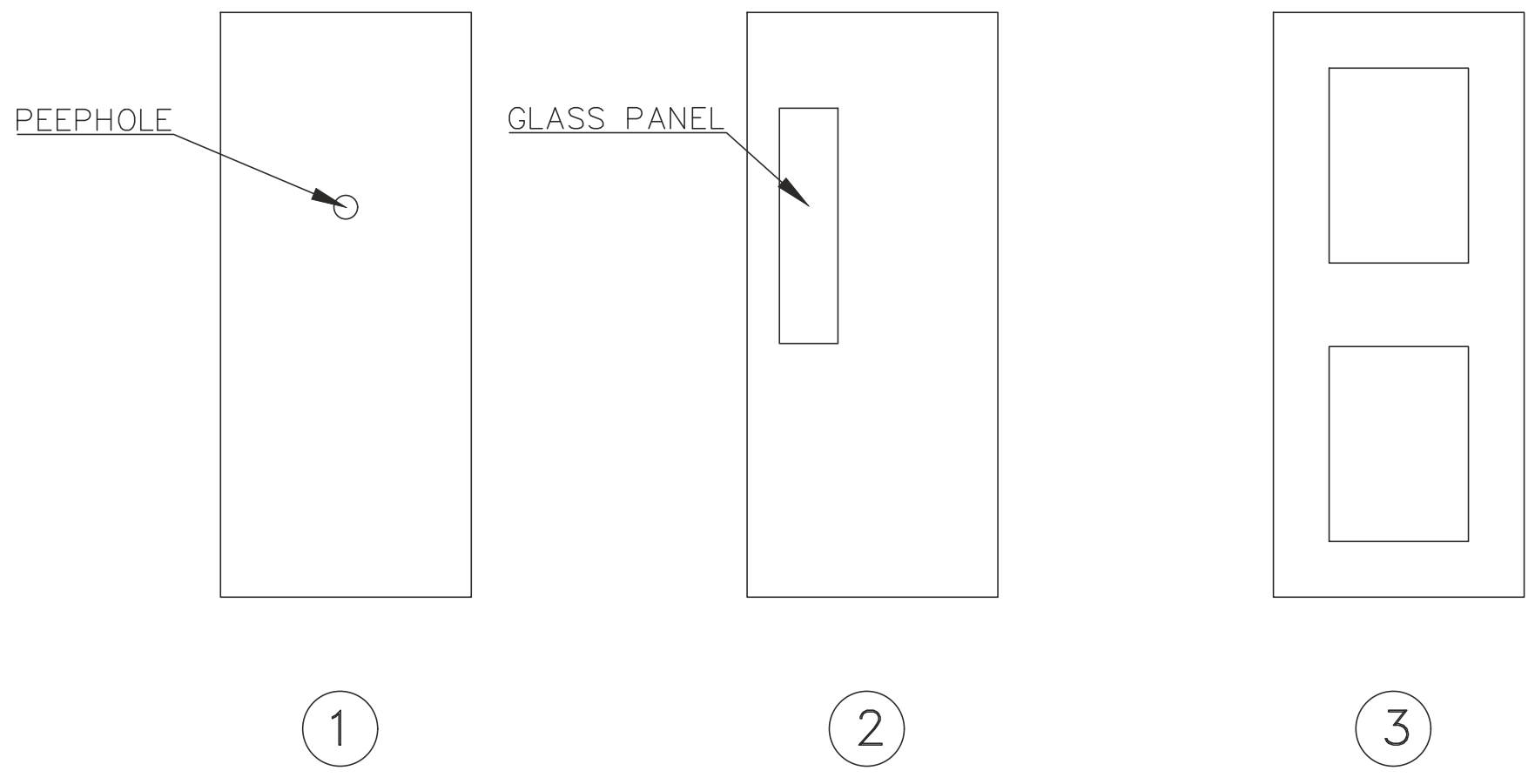
DOOR SCHEDULE

LEGEND:  
 H.M.: HOLLOW METAL  
 S.C.W.: SOLID CORE WOOD  
 H.C.W.: HOLLOW CORE WOOD

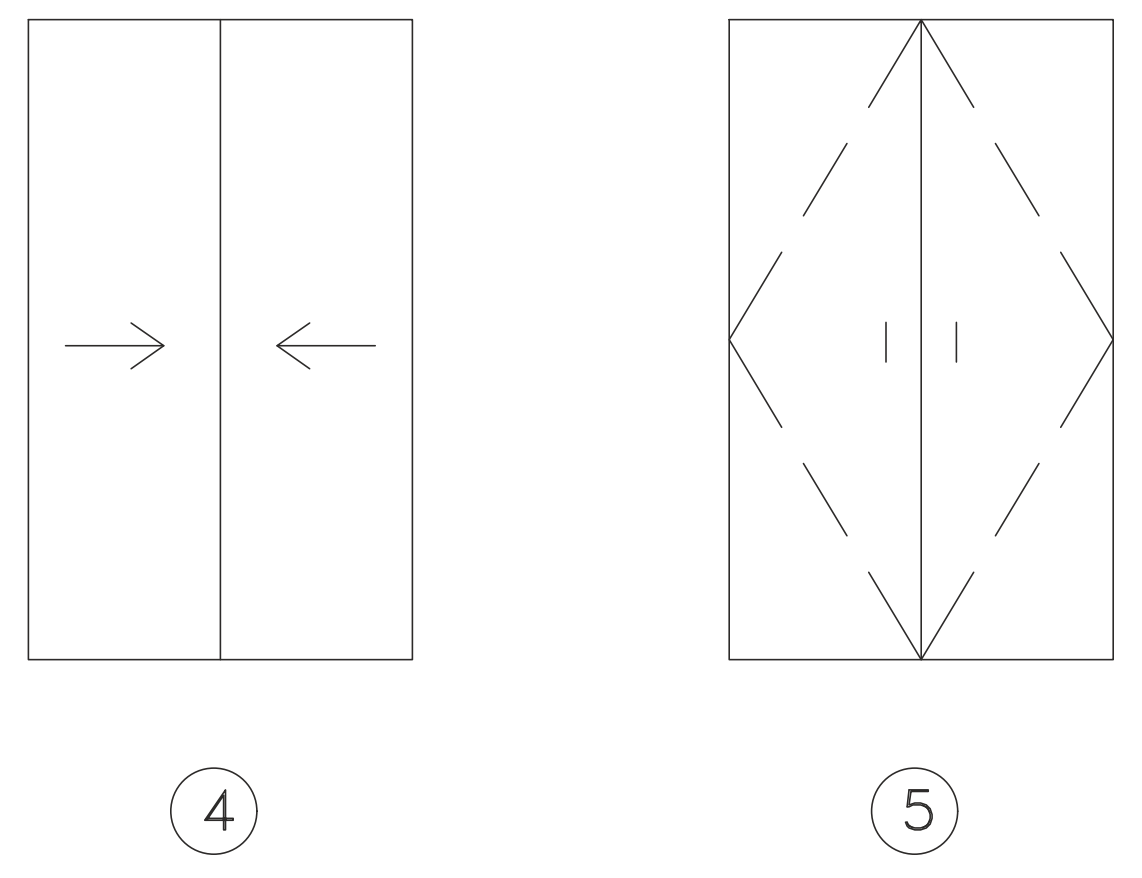
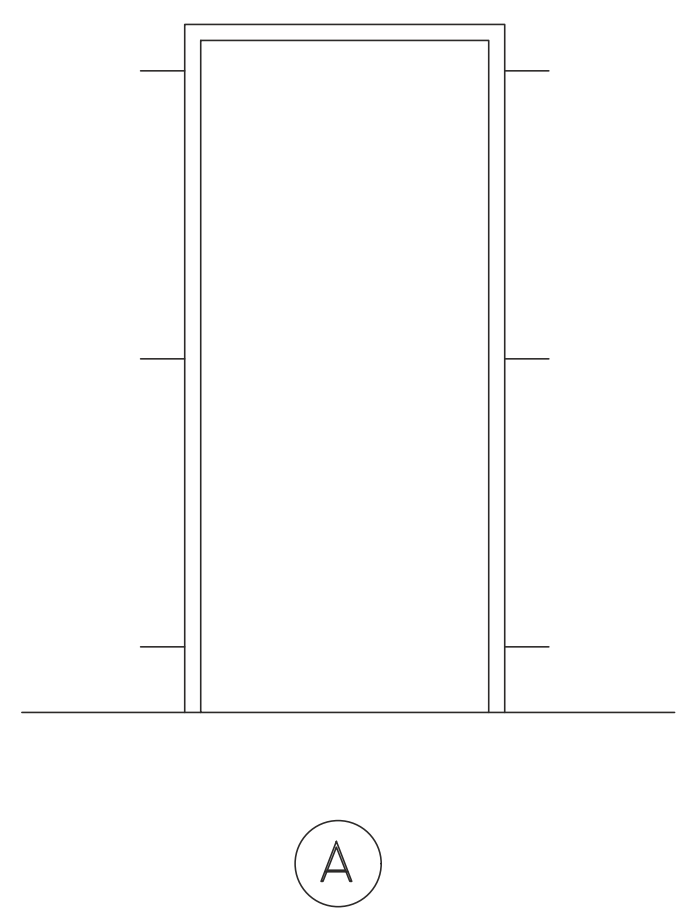
DOOR NUMBER	SIZE W x HI x THK	DOOR			FRAME			FIRE RATING	CLOSER	LOCK SET	PRIVACY SET	PUSH/PULL	EXIT DEVICE	STOP	UNIT NUMBER PLATE	REMARKS
		TYPE	MATERIAL	FINISH	TYPE	MATERIAL	FINISH									
C1	3'-0" x 7'-0" x 1-3/4"	2	H.M.	PAINT	A	H.M.	PAINT	1-1/2 HR	✓	✓	---	---	✓	✓	---	
C2	3'-0" x 7'-0" x 1-3/4"	2	S.C.W.	PAINT	A	H.M.	PAINT	3/4 HR	✓	---	---	✓	---	✓	---	LATCH
C3	3'-0" x 7'-0" x 1-3/4"	1	H.M.	PAINT	A	H.M.	PAINT	--	✓	✓	---	---	✓	---	---	FIELD VERIFY SIZE THRESHOLD, WEATHER STRIPS
C4	3'-0" x 7'-0" x 1-3/4"	2	H.M.	PAINT	A	H.M.	PAINT	1-1/2 HR	✓	✓	---	---	---	✓	---	
C5	3'-0" x 7'-0" x 1-3/4"	1	H.M.	PAINT	A	H.M.	PAINT	--	✓	✓	---	---	✓	---	---	THRESHOLD, WEATHERS STRIP INSECTES DOOR
U1	3'-0" x 7'-0" x 1-3/4"	1	S.C.W.	PAINT	A	H.M.	PAINT	3/4 HR	✓	✓	---	---	---	✓	✓	PEEPHOLE
U2	2'-8" x 6'-8" x 1-3/8"	1	H.C.W.	PAINT	A	WOOD	PAINT	--	---	---	✓	---	---	✓	---	
U3	2'-8" x 6'-8" x 1-3/8"	1	H.C.W.	PAINT	A	WOOD	PAINT	--	---	---	✓	---	---	✓	---	
U4	4'-0" x 6'-8" x OPENING	4	H.C.W.	PAINT	---	---	---	---	---	---	---	---	---	---	---	SLIDING DOORS WITH HARDWARE
U5	2-2'-0" x 6'-8" x 1-3/8"	5	H.C.W.	PAINT	A	WOOD	PAINT	--	---	---	---	PULLS	---	---	---	CATCHES

DOOR TYPES:

NOTE:  
 PROVIDE WOOD TRIM AT WOOD FRAMES

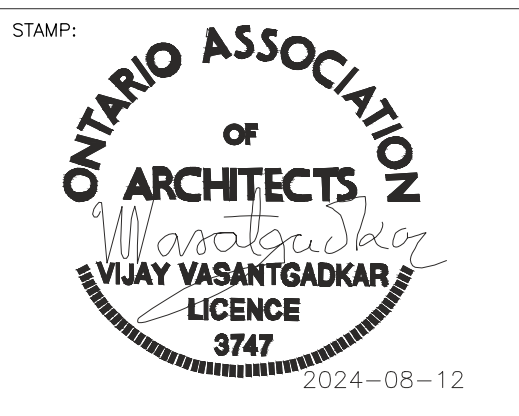
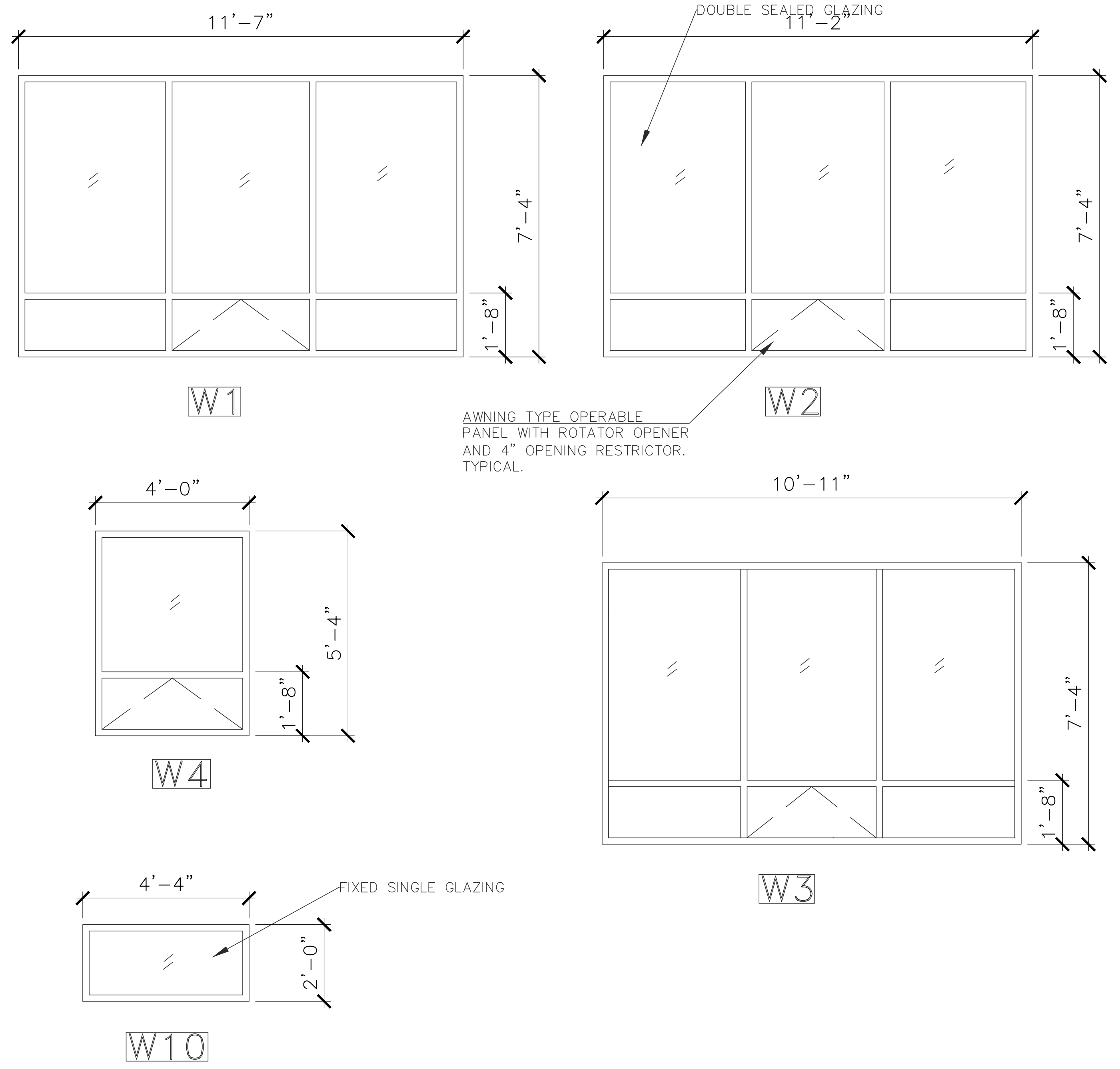


FRAME TYPES:



EXTERIOR WINDOWS:  
 1) GLAZING SHALL BE SEALED DOUBLE GLAZING WITH ORGAN GAS FILLING  
 2) WINDOW FRAMES SHALL BE OF ALUMINUM WITH BLACK ANODIZED FINISH  
 3) THERE SHOWN OF THE DRAWINGS, OPENABLE PANEL SHALL BE AWNING TYPE (OPENABLE OUTWARD) WITH ROTATOR OPENABLE, 4" RESTRICTOR AND INSECT SCREEN  
 4) FIELD VERIFY EXIST DIMENSION FOR WINDOWS.

INTERIOR WINDOW:  
 1) INTERIOR WINDOWS SHALL HAVE SINGLE FIXED GLAZING  
 2) WINDOW FRAMES SHALL BE OF ALUMINUM WITH BLACK ANODIZING GLAZING



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PROJECT NAME AND LOCATION:  
**PROPOSED DWELLING UNITS AT 429 OUELLETTE AVE WINDSOR ON**

CLIENT:

DRAWING:  
 DOOR/WINDOW SCHEDULE, DOOR TYPE, AND FRAME TYPE

PROJECT NUMBER	2417
SCALE:	FIT TO SCALE
DATE:	JUNE 2024
DRAWN BY	A.A.
CHECKED BY	V.V.
DRAWING NO.	