



# COMMITTEE OF ADJUSTMENT

APPLICANT : CENTURY 21 TEAMS & ASSOCIATES LTD

ADDRESS : 1317/1321 OTTAWA STREET

 SUBJECT LANDS

N.T.S.





CITY OF WINDSOR

File: A-052/25

COMMITTEE OF ADJUSTMENT PUBLIC HEARING

PURSUANT to Section 45 of the Planning Act, a Committee of Adjustment public hearing will be held to consider a minor variance to Zoning By-law 8600. This is not an application for a zoning change.

You are receiving this notice of hearing as a courtesy because the Committee of Adjustment identified your property as located within a 40 meters circulation area of the subject lands. Notice as required by the Planning Act was given by publication of the Committee of Adjustment’s Agenda Record in the Windsor Star on June 25, 2025.

APPLICATION FOR MINOR VARIANCE – Relief from the operation of Zoning By-law 8600

Owner:

CENTURY 21 TEAMS & ASSOCIATES LTD

Location:

1317-1321 OTTAWA ST

Legal Description:

PLAN 687 LOT 120

Zoning:

Commercial CD2.2

Official Plan:

Traditional Commercial Street

Explanation:

The reduction in required amenity space and parking spaces for the addition of 4 residential units to an existing commercial building, thereby requesting the following relief:

Section 15.2.5.9 - Amenity Area

By Law Requirements	Proposed
48.0 m <sup>2</sup>	0.0 m <sup>2</sup>

Section 24.20.3.1 - Parking spaces

By Law Requirements	Proposed
5 spaces	4 spaces

COMMITTEE OF ADJUSTMENT HEARING - 519-255-6543 ext 6436 or 6450

When: July 10, 2025 at 3:30 pm

Where: VIA VIDEO CONFERENCE  
(information on how to join the public meeting will be on the City of Windsor website prior to the meeting date)

You are invited to attend this hearing and express any interest you may have in this application. Written comments are also acceptable and may be submitted in person, by mail, by fax or by email. All comments must be received **NO LATER than 4:30PM on the Wednesday, prior to the meeting date.** Comments received after such, will not be included at time of hearing.

**The applicant or agent must attend the meeting.** If you do not attend or send a representative, the Committee may proceed in your absence without any further notice to you. To be notified of the decision of the Committee of Adjustment regarding this application, you must submit a written request to the Secretary-Treasurer.

It is the practice of Committee of Adjustment members to visit the site prior to considering this application. Administrative comments are available by email after 12:00 noon on the Friday prior to the hearing.

Jessica Watson  
Secretary-Treasurer, Committee of Adjustment

Dated: June 26, 2025

Suite 210, 350 City Hall Square West  
Windsor ON N9A 6S1

Tel: 519-255-6543  
Fax: 519-255-6544  
Email: [jwatson@citywindsor.ca](mailto:jwatson@citywindsor.ca)  
Web: [www.citywindsor.ca](http://www.citywindsor.ca)

1	<b>Application Information</b>		
	Name of ALL Owners Century 21 Teams & Associates Ltd. (TIM CAMPBELL)		Contact No. 519 259 9999
	Business Telephone No. 5199888888		
	Address 1317 & 1321 OTTAWA ST. WINDSOR campbell13tim@gmail.com		Postal Code N8X2E9
	E-Mail Address:		
	Name of Contact Person/Agent (If different than owner) Anthony Pipolo(Nufusion & Associates)		Contact No. 519-890-9614
Business Telephone No.			
Address 850 Ouellette Ave. Windsor		Postal Code N9A 4M9	Fax No.
E-Mail Address: ap.nufusion@gmail.com			
<b>PAYMENT CONTACT INFORMATION ONLY:</b>			
Name:			
Contact No:			
2	Date application submitted to the City of Windsor. 04 April 2025		
3	Present Official Plan Provisions applying to the land: Conversion of commercial building to a combined use building by adding a second floor containing 4 dwelling units		
4	Present Zoning By-law provisions applying to the land: CD2.2		
5	Nature and extent of relief applied for: (you MUST list each By-law Section etc. and relief requested) Conversion of commercial building to a combined use building by adding a second floor containing 4 dwelling units		
6	State why it is NOT possible to comply with the provisions of the by-law. ( Must be complete) - Required parking spaces 5 parking space provided parking spaces 4 parking spaces - Amenity Area required 48 s.m provided area 0 s.m		
7	<b>Legal Description of the Subject Land(s)</b>		
	Municipality Windsor	Street Name OTTAWA ST.	Street Address 1317 & 1321
	Concession Number(s) PLAN 687 LOT 120; 3540 005F 30 00FR 118 000	Registered/reference Plan No.	Lot/Part No.(s)
	Parcel No. 3739030400003000000		
8	<b>Dimensions of Land Affected: THIS SECTION MUST BE COMPLETE</b>		
	Lot Frontage/Width 30 ft ( 9.14 m )	Depth 118 ft ( 35.96 m )	Lot Area ( 3,540 sq ft ) 328.87 <sup>sq m</sup>
9	Access (check appropriate space)	Provincial Highway ..... Municipal road, maintained all year ..... Municipal road, seasonally maintained ..... Other public road ..... Right of way ..... Water only. If yes, the docking facilities to be used and the approximate distance of these facilities from the subject land and the nearest public road .....	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>
10	Water Supply	Publicly owned and operated piped water system ..... Privately owned and operated ..... Individual or communal well ..... Lake or other water body ..... Other .....	<input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>
11	Sewage Disposal	Publicly owned and operated piped sewage system ..... Privately owned and operated individual or communal septic tank system ..... Pit, privy, or other .....	<input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>

12	Storm Drainage	Municipal Sewers Ditches or Swales Other (specify)	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>
13	The existing uses of the subject land:  NOTE: legal non-conforming use applications <u>must</u> provide evidence to support its status to the Planning Department (Zoning Coordinator and Planner).			
14	The proposed uses of the subject land: Conversion of commercial building to a combined use building by adding a second floor containing 4 dwelling units			
15	Whether any buildings or structures are proposed to be built on the subject land.  <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown  If the answer to item 15 is yes, for each building or structure please provide on the drawing submitted the type of building or structure, the setback from the front lot line, rear lot line, and side lot lines, the height in metres of the building or structure and the dimensions or floor area of the building or structure.			
16	Date the subject land was acquired by the current owner.		<input checked="" type="checkbox"/> Unknown	
17	The date the existing buildings or structures on the subject land were constructed.		<input checked="" type="checkbox"/> Unknown	
18	The length of time that the existing uses of the subject land have continued.		<input checked="" type="checkbox"/> Unknown	
19	If known, whether the subject land has ever been the subject of an application under section 45 of the Act?  <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Unknown  If yes, describe briefly: Year: _____ Type of Relief: _____			
20	If known, whether the subject land is the subject of an application under the Act for approval of a plan of subdivision or a consent?  <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Unknown  If yes, the status of the application: _____			
21	Applications submitted without the noted requirements will be considered incomplete and will be returned. <u>Minimum Standards for Drawings:</u>  Ontario Regulations 200/96 of the Planning Act provides the requirement of a sketch showing the following: its:  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, indicating the distance of the buildings or structures on the subject land, indicating the distance of the buildings or structures from the front yard lot line, rear yard lot line and side yard lot lines.  c) The approximate location of all natural and artificial features on the subject land and on land that is adjacent to the subject land that, in the opinion of the applicant, may affect the application. Examples include buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tank.  d) The current uses on land that is adjacent to the subject land.  e) The location, width and name of any roads withing 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 is by water only, the location of the parking and docking facilities to be used.  g) The location and nature of any easement affecting the subject land.  The required sketch map has been included with this application form. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Included  <input checked="" type="checkbox"/>  <input checked="" type="checkbox"/>  <input checked="" type="checkbox"/>  <input checked="" type="checkbox"/>  <input checked="" type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>	Not Applicable  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input checked="" type="checkbox"/>  <input checked="" type="checkbox"/>	

Note: Drawings must be in metric units.  
Examples of acceptable drawings can be obtained upon request.



1317 & 1321 OTTAWA ST.  
Roll Number: 3739030400003000000  
Legal Description: PLAN 687 LOT 120; 3540.00SF 30.00FR 118.00D  
COMMERCIAL DISTRICT 2.2 (CD2.2)  
PERMITTED USES  
Business Office, Food Outlet - Take-Out,  
Medical Office, Personal Service Shop,  
Restaurant, Retail Store, Wholesale Store

Dwelling Units in a Combined Use Building with any one or more of the above uses  
Any use accessory to any of the preceding uses. An Outdoor Storage Yard is prohibited, save and except, in combination with the following main uses:

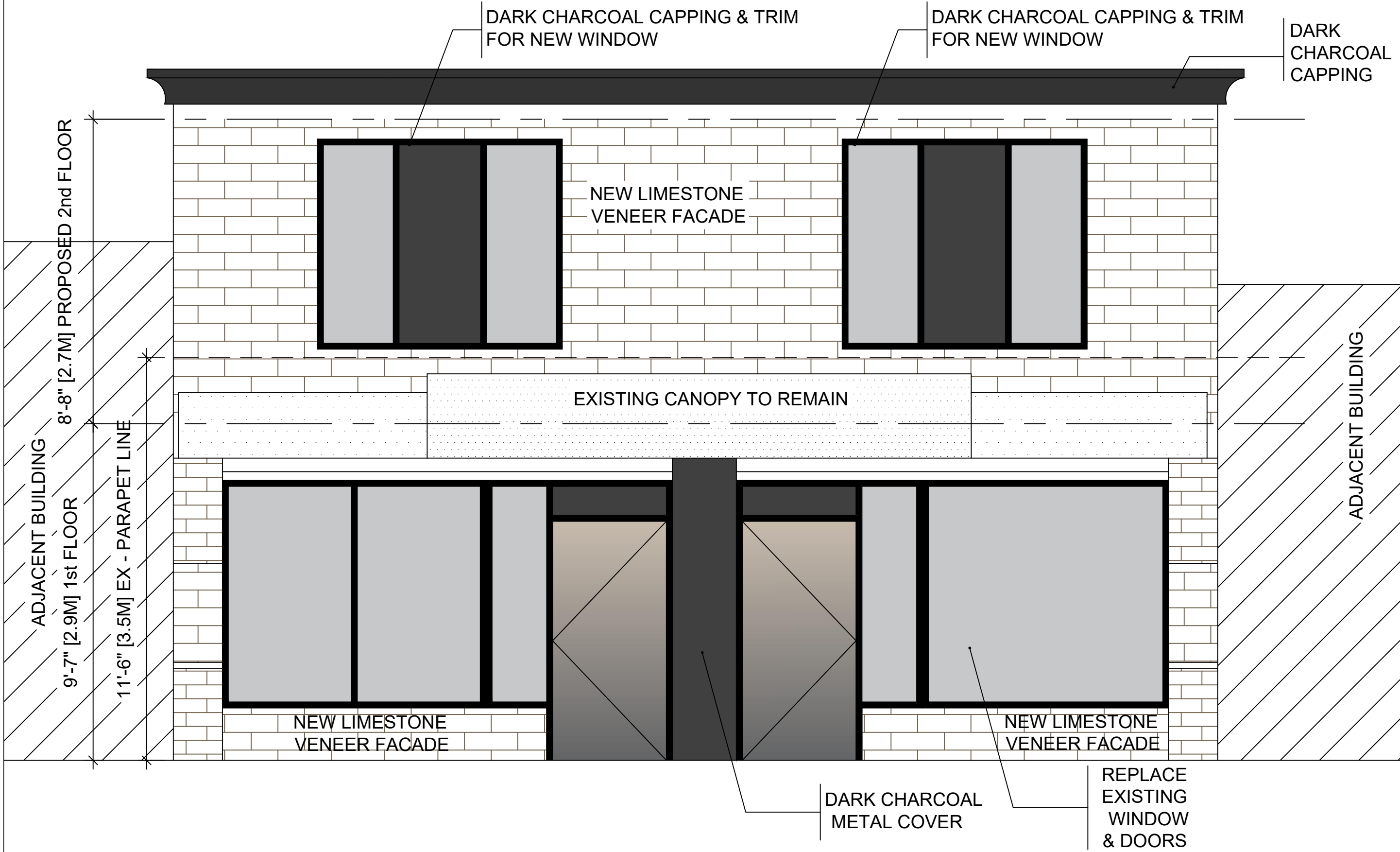
PROVISIONS  
Building Height – maximum 14.0 m  
Amenity Area – Per Dwelling Unit – minimum 12.0 m2  
Gross Floor Area – maximum

AREA	
Lots	3540sq.f (328.8 s.m)
Building	
Existing	1370sq.f (127.3 s.m)
Proposed Addition	
Residential 2nd Floor	1370sq.f (127.3s.m) +600sq.f (55.7 s.m)

Total Gross 3,340 sq.f (310.3 s.m)

PARKING FOR PROPOSED 4 RSIDENTIAL UNITS

	Required	Provided
2.5m x 5.5m	4	4
Loading Parking	0	0
Accessible Parking	0	0



- GENERAL NOTES:
- 1) DO NOT SCALE DRAWINGS.
  - 2) VERIFY ALL DIMENSIONS AND EXISTING CONDITIONS AS REQUIRED PRIOR TO BIDDING AND COMMENCEMENT OF WORK.
  - 3) COORDINATE ARCHITECTURAL, STRUCTURAL, MECHANICAL, AND ELECTRICAL DRAWINGS PRIOR TO COMMENCEMENT OF WORK.
  - 4) SHOULD ANY CONFLICTS AND/OR DISCREPANCIES ARISE, NOTIFY THE ARCHITECT / ENGINEER IMMEDIATELY, IN WRITING PRIOR TO PROCEEDING WITH ANY WORK.
  - 5) ALL WORK SHALL COMPLY OR EXCEED THE REQUIREMENTS OF THE ONTARIO BUILDING CODE, FIRE CODE, PLUMBING CODE, ELECTRICAL CODE AND LOCAL BY-LAWS.

6	20 MAY '25	CLIENT REVIEW
5	12 FEB. '24	CLIENT REVIEW
4	06 JAN. '24	CLIENT REVIEW
3	06 DEC. '23	CLIENT REVIEW
2	31 JULY '23	CLIENT REVIEW
1	26 JULY '23	CLIENT REVIEW

No.	DATE	ISSUED FOR
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PROJECT: 2020-13

EXISTING / PROPOSED  
COMMERCIAL BUILDING  
1341 WYANDOTTE ST. E,  
WINDSOR, ONTARIO

DESIGNED BY: M.H.

SCALE: AS SHOWN

DATE: JULY 2020

DRAWN BY: M.H.

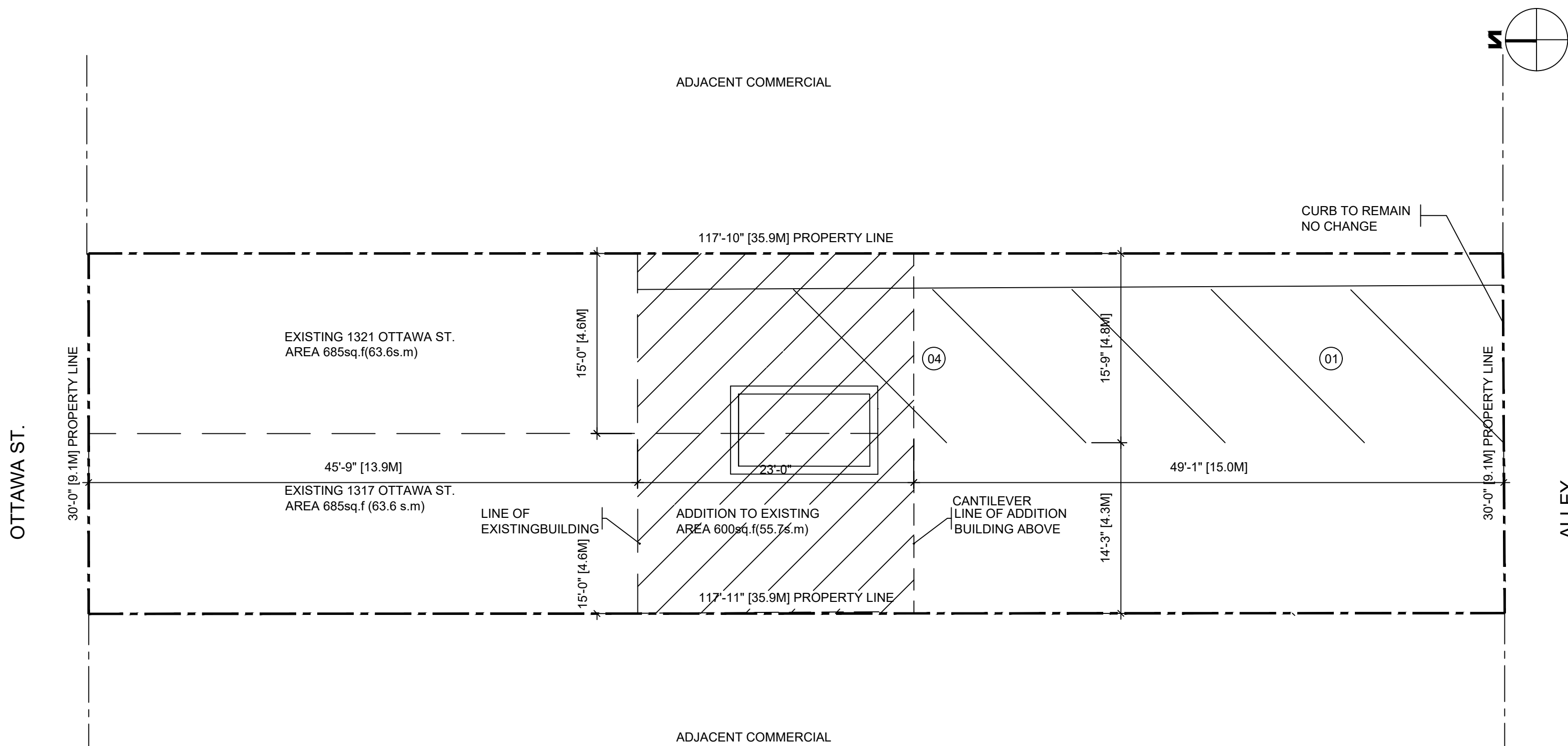
CHECKED BY:

DRAWING TITLE:  
SITE PLAN & ANALYSIS

DRAWING No.:

A-1

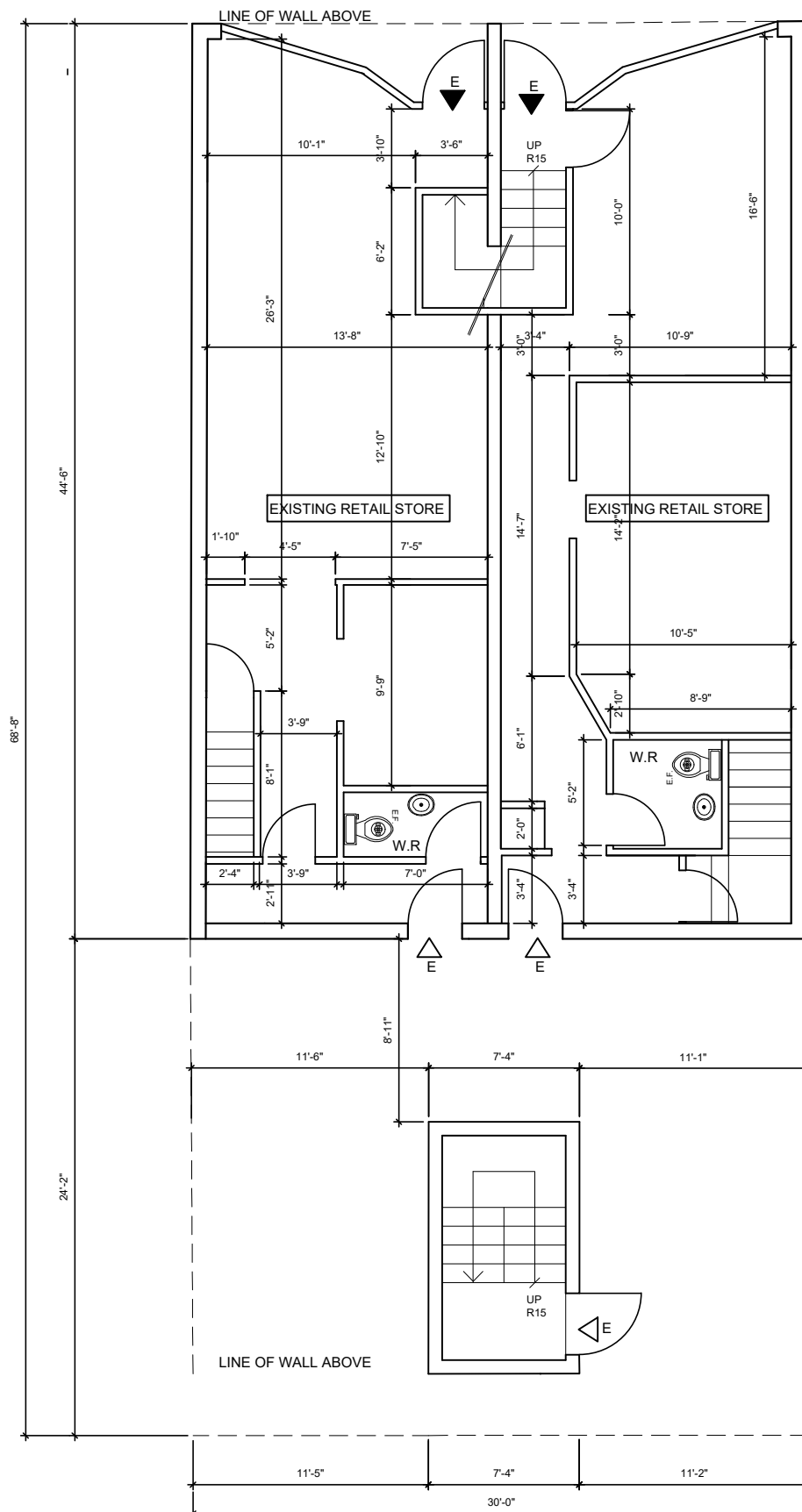
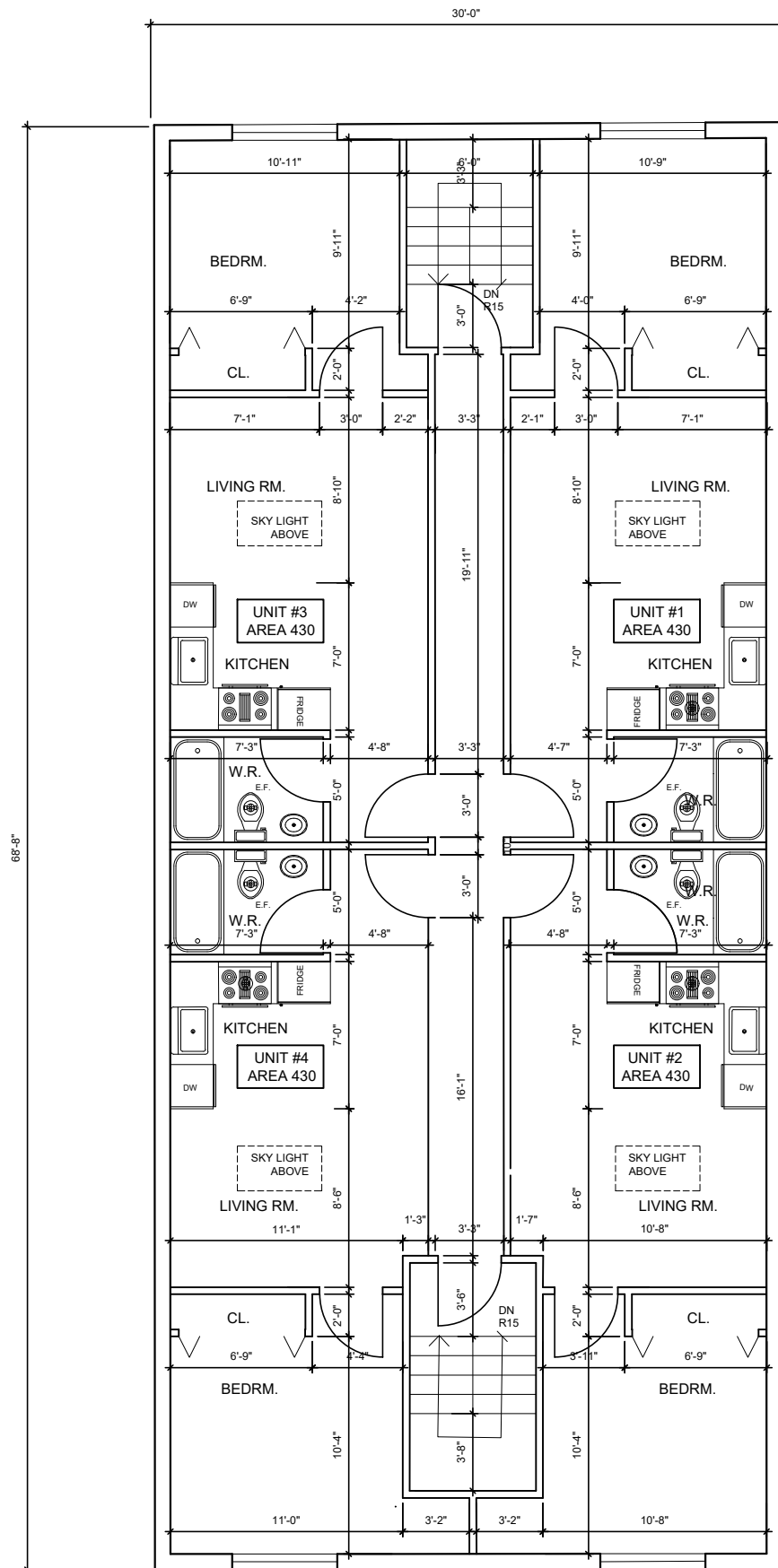
2 ANALYSIS  
A-1 NTS



1 SITE PLAN  
A-1 3/16"=1'-0"







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1	26 JULY '23	CLIENT REVIEW
No.	DATE	ISSUED FOR

PROJECT: <u>2020-13</u>	
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**EXISTING / PROPOSED  
COMMERCIAL BUILDING  
1317 & 1321 OTTAWA ST  
WINDSOR, ONTARIO**

DESIGNED BY: M.H.

SCALE: AS SHOWN

DATE: JULY 2020

DRAWN BY: M.H.

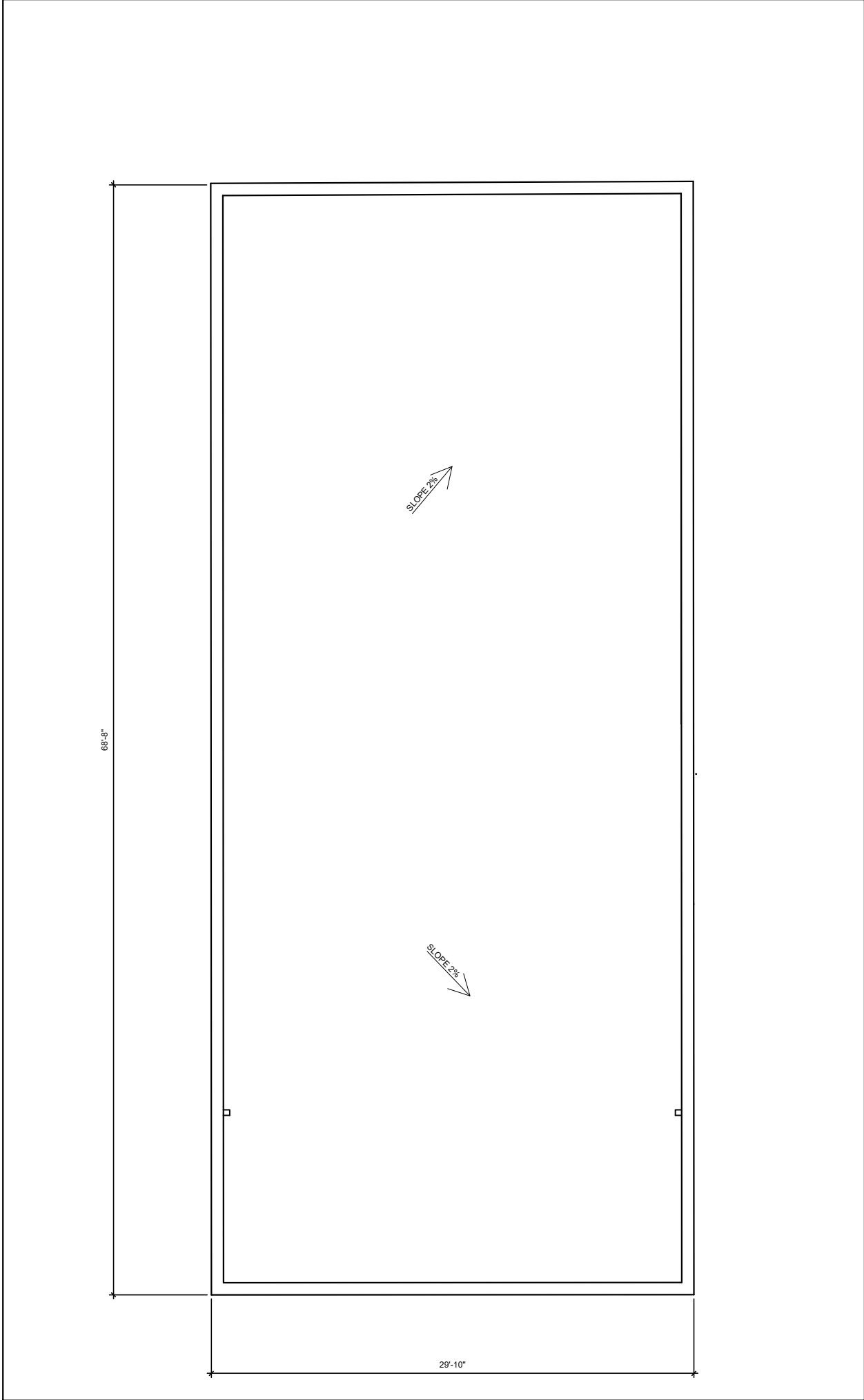
CHECKED BY:


DRAWING TITLE:

**FLOOR PLANS LAYOUT**

DRAWING No.:

A-2





**NuFusion**  
& ASSOCIATES

1179 LAUZON RD, WINDSOR, ONTARIO, N8S 3M9  
E mail: ap.nufusion@gmail.com. Cell: 519-890-9614

GENERAL NOTES:

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1	03 APRIL'25	CLIENT REVIEW
No.	DATE	ISSUED FOR

PROJECT: **2020-13**

**EXISTING / PROPOSED  
COMMERCIAL BUILDING  
1317 & 1321 OTTAWA ST  
WINDSOR, ONTARIO**

DESIGNED BY: **M.H.**

SCALE: **AS SHOWN**

DATE: **JULY 2020**

DRAWN BY: **M.H.**

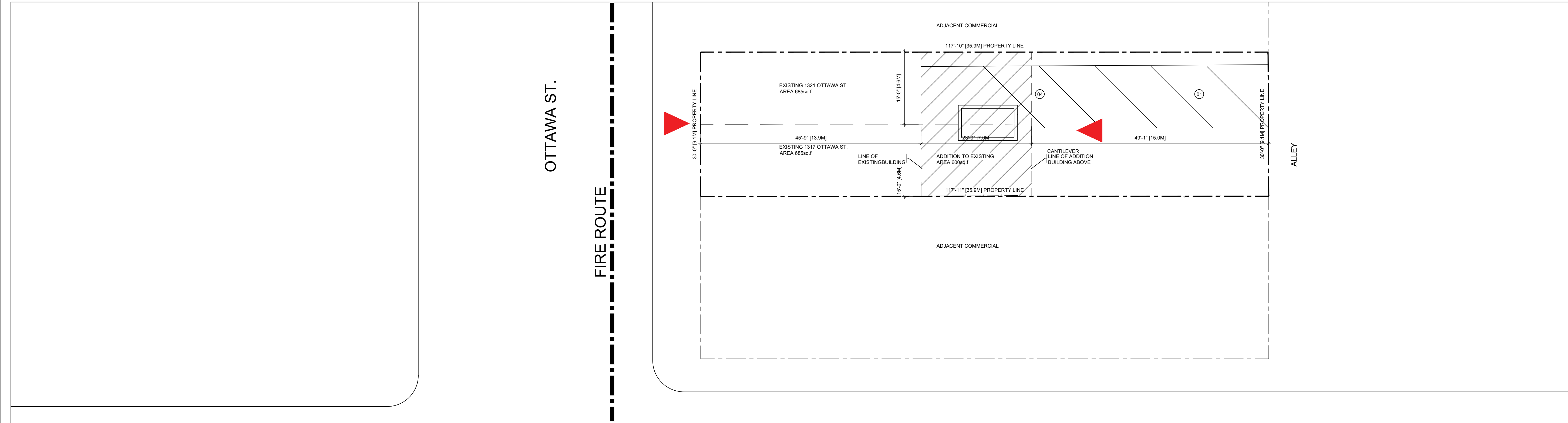
CHECKED BY:

DRAWING TITLE:  
**ROOF LAYOUT**

DRAWING No.:

**A-3**







**NuFusion**  
& ASSOCIATES

1179 LAUZON RD. WINDSOR, ONTARIO, N8S 3M9  
E-mail: ap.nufusion@gmail.com. Cell: 519-890-9614

FIRE HYDRANT



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1	03 APRIL'25	CLIENT REVIEW
No.	DATE	ISSUED FOR
PROJECT: 2020-13		
EXISTING / PROPOSED COMMERCIAL BUILDING 1317 & 1321 OTTAWA ST WINDSOR, ONTARIO		
DESIGNED BY: M.H.		
SCALE:		AS SHOWN
DATE:		JULY 2020
DRAWN BY:		M.H.
CHECKED BY:		
DRAWING TITLE: DESIGNATED FIRE ROUTE PLAN		
DRAWING No.: A-4		