

## Committee of Adjustment

**MISSION STATEMENT:**

*"Our City is built on relationships – between citizens and their government, businesses and public institutions, city and region – all interconnected, mutually supportive, and focused on the brightest future we can create together."*

<b>Author's Name: Conner O'Rourke</b>	<b>File No.: A-069/25</b>
<b>Author's Phone: (519) 255-6543 ext. 6918</b>	<b>Report Date: Sep 08, 2025</b>
<b>Author's E-mail: corourke@citywindsor.ca</b>	<b>Committee Meeting Date: Sep 18, 2025</b>

**To:** Committee of Adjustment

**Subject Application:** Relief from the provisions of Zoning By-law 8600

**Owner:** Hausology Inc.

**Location:** 1711 FORD BLVD

**Legal Description:** PLAN 709 LOTS 281 & 282;

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**1. RECOMMENDATION:**

That the Minor Variance application of Hausology Inc. for relief from the provisions of By-law 8600 to create a new lot with reduced minimum lot width for both the retained and severed lots on the property municipally known as 1711 Ford Blvd., **BE GRANTED** with no conditions.

**2. THE REQUESTED VARIANCES:**

Creation of a new lot (B-054/25) with reduced minimum lot width for both the retained and severed lots, thereby seeking the following reliefs:

## Section 10.2.5.1 – Minimum Lot Width – Retained Lot

<b>By Law Requirements</b>	<b>Proposed</b>
12.0m	9.2m

## Section 10.2.5.1 – Minimum Lot Width – Severed Lot

<b>By Law Requirements</b>	<b>Proposed</b>
12.0m	9.2m

*Note: An approved variance is valid and must be acted upon before the expiration date. The application is deemed null and void if a granted variance is not used within the required timeline. A new Committee of Adjustment application will be required for any expired application.*

### **3. PLANNING ANALYSIS:**

The subject property, legally described as plan 709 lots 281 & 282, and municipally known as 1711 Ford Blvd. currently contains a single unit dwelling. The applicant proposes to sever the property, retaining a portion of it to accommodate a future single unit dwelling and creating a new lot to accommodate a future single unit dwelling. To facilitate this, the applicant is seeking relief from Zoning By-law 8600 for reduced minimum lot width and lot area for both the retained and severed lots. A concurrent consent application (B-054/25) has been submitted to facilitate the proposed severance.

The proposed retained and severed lots correspond to whole lots on a registered plan, with existing dimensions that are less than the current zoning requirements. Several properties along this section of Ford Blvd., including the lot directly abutting to the south at 1715 Ford Blvd., share a similar lot width to the requested retained and severed lots. The lot widths as applied for would therefore be comparable with the lots observed in the neighbourhood.

#### **PLANNING ACT**

Subsection 45(1) of the Planning Act states that the Committee of Adjustment “*may, despite any other Act, authorize minor variance from the provisions of the by-law, in respect of the land building or structure or the use thereof, as in its opinion is desirable for the appropriate development or use of the land, building or structure, if in the opinion of the committee the general intent and purpose of the by-law and of the official plan, if any, are maintained.*”

#### **PROVINCIAL PLANNING STATEMENT (PPS) 2024**

The Planning Staff has reviewed the relevant policies of the PPS - “Building Homes, Sustaining Strong and Competitive Communities” (Policy statement 2.2.1.b of the PPS). The requested minor variance is consistent with these policies permitting and facilitating all housing options required to meet the social, health, economic, and well-being requirements of current and future residents.

#### **OFFICIAL PLAN (OP)**

The Minor Variance Policies in Section 11.6.6 are hereto attached as **Appendix A**. Section 11.6.6.2 outlines the evaluation criteria for minor variance applications. The general intent and purpose of the Official Plan is maintained with the proposed development; the requested variances are minor in nature and desirable for the subject building.

The subject land is designated Residential per the Official Plan. The proposed development is permitted and conforms to the associated objectives and policies. Therefore, the requested variances meet the general intent and purpose of the Official Plan per Section 11.6.6.2(a).

The proposed development is permitted and conforms to the zoning by-law provisions, except for the requested variances. Therefore, the general intent and purpose of the by-law being varied is maintained as per Section 11.6.6.2(b).

The proposal will have minimal impact on the properties in the immediate neighbourhood. Therefore, the variances are minor in nature as per Section 11.6.6.2(c).

The variances are desirable for the appropriate use of the land, building, or structure and would not hinder the reasonable development and/or use of properties in the neighbourhood, thus complying with Section 11.6.6.2(e).

The requested variances for minimum lot width exceeds the 20 percent threshold outlined in Section 11.6.6.2(d) of the Official Plan. However, Section 11.6.6.3 allows for the consideration of such variances to enable appropriate development of existing undersized lots, in support of infill and intensification objectives, provided the criteria in subsection 11.6.6.3(c) and (e) are met. In this case, the criteria for subsections 11.6.6.3(c) and (e) are met, as outlined above, and the proposal aligns with the broader policy direction for residential infill development.

#### **ZONING BY-LAW 8600**

The subject land is zoned Residential District 1.2 (RD1.2) per Zoning By-law 8600, permitting a single unit dwelling. The proposed severance requires minor variances for reduced minimum lot width for both the retained and severed lots.

The requested variances will not result in undue hardship on the owner, adjoining properties, or the public realm; therefore, the variances are minor in nature. The proposed variances meet the intent of Zoning By-law 8600.

#### **4. PLANNER'S OPINION:**

The requested variances are minor in nature and maintain the general intent and purpose of the Official Plan and Zoning By-law 8600. Therefore, the variances are consistent with section 45 (1) of the Planning Act. The Planning Division recommends approval of the applicant's request with no conditions.



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**Conner O'Rourke**  
**Planner II- Development Review**

*I concur with the above comments and opinion of the Planner II.*



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**Greg Atkinson, MCIP, RPP**  
**Deputy City Planner - Development**

#### **CONTACT:**

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#### **APPENDICES:**

Appendix "A"- Excerpts from the Official Plan Volume I

Appendix "B" - Comments received by the Secretary Treasurer of the Committee of Adjustment

## APPENDIX “A”

### Excerpts From Official Plan Volume I

#### 11.6.6 Minor Variance Policies

<i>COMMITTEE OF ADJUSTMENT</i>	11.6.6.1	Council has appointed a Committee of Adjustment pursuant to the Planning Act to consider applications for minor variance from the Zoning By-law (s) and/or any other by-law that implements the Official Plan.
<i>EVALUATION CRITERIA</i>	11.6.6.2	<p>When reviewing an application for minor variance the Committee of Adjustment shall be satisfied that:</p> <ul style="list-style-type: none"> <li>(a) The general intent and purpose of the Official Plan, including the Strategic Directions, Goals and Objectives of the land use designation in which the property is located, is maintained;</li> <li>(b) The general intent and purpose of the By-law being varied is maintained;</li> <li>(c) The variance or the number of variances to the By-law are minor in nature, would not more appropriately be considered through an application to amend the Zoning By-law due to the cumulative impacts of the variances, preserves the pattern, scale and character of the blockface;</li> <li>(d) The variance(s) are generally not more than 20 percent above the By-law regulation being varied where the variances would increase the building envelope of a main building or accessory building containing a dwelling unit. For clarity this includes variances related to lot width; lot area; lot coverage; front, rear, and side yard depth; building height; and maximum gross floor area; and</li> <li>(e) The variance is desirable for the appropriate use of the land, building or structure and would not hinder the reasonable development and/or use of properties in the neighbourhood, would City of Windsor Official Plan1 Volume I 1 Tools 11 - 22 not cause a detriment, safety concerns, or would not detract from the character or amenity of nearby properties or the neighbourhood. The area of influence or the neighbourhood will vary with the scale of development and associated areas of potential impact.</li> </ul>
<i>EXISTING UNDERSIZED LOTS</i>	11.6.6.3	Notwithstanding the provisions of sub-section (d) above, the Committee may give further consideration to variances required to enable appropriate development for existing undersized lots, where existing non-complying structures are being altered or where infilling and intensification is occurring provided that the Committee is satisfied that the provisions of 11.6.6.2 subsections (c) and (e) have been fully addressed.
<i>TERMS &amp; CONDITIONS</i>	11.6.6.4	The Committee of Adjustment may attach such terms and conditions as it deems reasonable and appropriate to the approval of the application for a minor variance. The conditions shall relate directly to the impact of the variance and may include measures required to mitigate the impact of altering the zoning regulations on the resulting built form or property development, including but not limited to: a) Specifying architectural elements such as window location, outdoor amenity space, fencing or other screening and door location; b) Requiring additional landscaping including low impact design elements; c) Providing additional bicycle facilities in lieu of motor vehicle parking; and d) Improvement to grading and stormwater management.
<i>AGREEMENTS</i>	11.6.6.5	The Committee of Adjustment may require the owner of the land to enter into one or more agreements with the Municipality and address the impacts of the variance dealing with some or all of the terms and conditions of its decision. An agreement may be registered against the land to which it applies, and the Municipality is entitled to enforce the agreement against the owner and, subject to the Registry Act and the Land Titles Act, against any and all subsequent owners of the land.

## APPENDIX “B”

### Comments Received by the Secretary Treasurer of the Committee of Adjustment

#### CIRCULATION COMMENTS

##### Zoning Review

###### Required Minor Variances

1. Minimum Lot Width – Retained Lot [10.2.5.1]
  - a. 12.0m (Required)
  - b. 9.2m (Requested)
2. Minimum Lot Width – Severed Lot [10.2.5.1]
  - a. 12.0m (Required)
  - b. 9.2m (Provided)

*Stefan Pavlica, Zoning Coordinator*

##### Development, Projects & Right-of-Way

This department has no objections to the proposed application, Right of way permits must be obtained for any work within the right of way.

*Dan Perissinotti, Technologist*

##### Heritage Planner, Planning and Build

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 & Development Services Department:

519-255-6543 x6179, ttang@citywindsor.ca, planningdept@citywindsor.ca

Windsor Manager of Culture and Events (A):

Michelle Staaedegaard, (O) 519-253-2300x2726, (C) 519-816-0711, mstaaedegaard@citywindsor.ca

Ontario Ministry of Citizenship and Multiculturalism Archaeology Programs Unit, 1-416-212-8886,

Archaeology@ontario.ca

Windsor Police: 911

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

***Tracy Tang, Heritage Planner***

### **Transportation Planner**

There is an overall site plan shows twined driveways at 2.5m width (each). Since no minor variance is required for reduction of the parking, Transportation has no concerns.

***Elara Mehrilou, Transportation Planner***

### **Windsor Police Service**

The Windsor Police Service has no concerns or objections with any of the applications listed in this agenda. In reviewing them, all are relatively minor in terms of their potential impact to public safety and security. None of the applications to be considered are therefore anticipated to create outcomes that will negatively impact the ability of the Windsor Police Service to provide proper and adequate response to incidents, whether emergency or non-emergency in nature, and other service delivery requirements.

***Barry Horrobin, Director of Planning & Physical Resources***

### **Environmental Policy**

Environmental Policy staff have no objection to the proposal, and nothing further is required at this time. To maintain high regard for Natural Heritage in the City during development, the following applies:

1. Should Species at Risk or their habitat be found at any time on or adjacent to the site, cease activity immediately and contact MECP at SAROntario@ontario.ca for recommendations on next steps to prevent contravention of the Endangered Species Act (2007). The City of Windsor SAR hotline (519-816-5352) can also be used for relevant questions and concerns.
2. For a list of Species at Risk and other provincially tracked species with potential to be around the site, use the Natural Heritage Information Centre (NHIC) Make A Map tool, found at <https://www.ontario.ca/page/make-natural-heritage-area-map>
3. If trees or other vegetation (i.e., shrubs and unmaintained grasses) on/adjacent to the site are to be removed, damaged, or disturbed during the breeding bird season (April 1 – August 31), then sweeps for nesting birds should be conducted to prevent contravention of Migratory Bird Regulations (2022), the Migratory Birds Convention Act (1992), and section 7 of the Fish and Wildlife Conservation Act (1997). Visit <https://www.canada.ca/en/environment-climate-change/services/avoiding-harm-migratory-birds/reduce-risk-migratory-birds.html> for more information.
4. Beaver dams and dens of fur-bearing mammals are protected under section 8 of the Fish and Wildlife Conservation Act (1997) and are not to be damaged or destroyed without the proper authorization and/or license.
5. The City of Windsor is a Bird Friendly City. Bird Friendly Design is encouraged, particularly window collision mitigation. Options for integrating bird friendly design can be found here: [www.birdsafe.ca](http://www.birdsafe.ca) and bird friendly guidelines can be found here: Bird-Friendly Guidelines – City of Toronto.

Contacts:

Karen Alexander

City of Windsor Naturalist and Supervisor of Natural Areas

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Averil Parent

Planner II – Development Review

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*Averil Parent, Planner*

**Landscape Architect**

This property contains City Trees situated within the Municipal Right-of-Way, which are protected under City by-laws 135-2004 and 131-2019. The applicant is required to ensure that these trees remain protected from damages and removal and may be required to consult with Forestry how to protect the trees with protective fencing at the time of construction.

*Ryan Gardiner-Upton, Landscape Architect*