Planning, Heritage & Economic Development Standing Committee Meeting

**Date:** Monday, January 22, 2018  
**Time:** 4:30 o'clock p.m.  
**Location:** Council Chambers, 3rd Floor, Windsor City Hall

**MEMBERS:**
Ward 4 - Councillor Chris Holt  
Ward 5 - Councillor Ed Sleiman  
Ward 7 - Councillor Irek Kusmierczyk  
Ward 8 – Councillor Bill Marra (Chairperson)  
Ward 9 - Councillor Hilary Payne  
Member Lynn Baker  
Member Barb Bjarneson  
Member Michael DiMaio  
Member Andrew Foot  
Member Anthony Gyemi  
Member John Miller  
Member Dorian Moore
ORDER OF BUSINESS

1. CALL TO ORDER

2. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

3. REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS

4. COMMUNICATIONS

5. ADOPTION OF THE PLANNING ACT MINUTES

6. PRESENTATION & DELEGATIONS (PLANNING ACT MATTERS)

7. PLANNING ACT MATTERS
   7.1. Zoning By-law Amendment Application by Julie Lynn Appleby, for the lands known as 1052 Drouillard Road; File No. Z-024/17, ZNG/5284; Ward 5 (S 3/2018)
   7.2. Proposed Zoning By-law Amendment, – 143311, 1722912 & 1495623 Ontario Incorporated, Part of Lot 13, Concession 6, City of Windsor, designated as Parts 9 to 18 inclusive 12R-20103 – Z-029/17 [ZNG/5359]; Ward 9 (S 229/2017)
   7.3. 4130 Franklin -023-17 (ZNG-5282) & OPA 116 (OPA-5283) Official Plan Amendment – Special Policy Area to Permit Residential Development -within 300m of a rail yard and Zoning By-law Amendment to permit the construction of Single unit and Semi detached Dwellings - Ward 5 (S 215/2017)

Clerk’s Note: Administration submitting attached additional information memo dated January 4, 2018 with a corrected recommendation.
8. **ADOPTION OF THE MINUTES**

8.1. Minutes of the Planning, Heritage & Economic Development Standing Committee meeting held December 11, 2017 (SCM 245/2017)

9. **PRESENTATIONS AND DELEGATIONS (COMMITTEE & ADMINISTRATIVE MATTERS)**

10. **HERITAGE ACT MATTERS**

10.1. Heritage Recognition 2018 - Presentation of Built Heritage Awards and Heritage Designation Plaques (S 225/2017)

10.2. McDougall-Stodgell House, 712 Devonshire Road - Community Heritage Fund Grant (Ward 4) (S 231/2017)

11. **ADMINISTRATIVE ITEMS**

11.1. Amendment to Sign By-law 250-04 for Hiram Walker, File No. SGN-03-17 - Ward 4 (S 230/2017)

11.2. Brownfield Redevelopment Community Improvement Plan (CIP) application submitted by 2390121 Ontario Limited for 0 Grand Marais Road East (Ward 5) (S 236/2017)

11.3. 1027458 Ontario Inc. - Lublin/Icewater Subdivision - Oversizing/Cost Sharing - Ward 7 (S 228/2017)

12. **COMMITTEE MATTERS**

12.1. International Relations Committee 2017 Annual Report (SCM 240/2017)

12.2. International Relations Committee - Minutes of its meeting held November 8, 2017 (SCM 244/2017)

13. **QUESTION PERIOD**

14. **ADJOURNMENT**
Subject: Minutes of the Planning, Heritage & Economic Development Standing Committee (Planning Act Matters) Meeting held December 11, 2017
Planning, Heritage & Economic Development Standing Committee Meeting

(Planning Act Matters)

Date: Monday, December 11, 2017
Time: 4:30 PM

Members Present:

Councillors
Ward 8 – Councillor Marra (Chairperson)
Ward 4 - Councillor Holt
Ward 5 - Councillor Sleiman (Vice Chairperson)
Ward 7 - Councillor Kusmierczyk
Ward 9 - Councillor Payne

Members
Member Bjarneson
Member Gyemi
Member Moore

ALSO PRESENT ARE THE FOLLOWING FROM ADMINISTRATION:

Shelby Askin Hager, City Solicitor
Wira H.D. Vendrasco, Deputy City Solicitor
Thom Hunt, City Planner
Don Wilson, Manager Development Applications
Jim Abbs, Planner III - Subdivisions
Adam Szymczak, Planner III - Zoning
Justina Nwaese, Planner II – Development Review
Greg Atkinson, Planner III
Kevin Alexander, Planner III – Special Projects
John Calhoun, Heritage Planner (4:43)
Kristina Tang, Planner II
Frank Scarfone, Legal – Manager Real Estate Services
Denise Wright, Legal – Lease Administrator
Dan Lunardi – Manager of Inspections, East
Rob Vani – Manager of Inspections, East
Patrick Winters, Development Engineer
Marianne Sladic, Steno Clerk Senior
Anna Ciacelli, Supervisor of Council Services
1. CALL TO ORDER
The Chairperson calls the meeting of the Planning, Heritage and Economic Development Standing Committee to order at 4:30 o’clock p.m.

2. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF
None

3. REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS

   4130 Franklin St. – Rezoning & OPA
   Ward 5

Jim Abbs, author

Moved by: Councillor Sleiman
Seconded by: Councillor Holt

THAT the report of the City Planner dated November 15, 2017 entitled “4130 Franklin Z-023/17 (ZNG/5282) & OPA 116 (OPA/5283) Official Plan Amendment – Special Policy Area to Permit Residential Development – within 300m of a rail yard and Zoning By-law Amendment to permit the construction of Single unit and Semi detached Dwellings – Ward 5” BE DEFERRED to a future meeting of the Planning, Heritage & Economic Development Standing Committee to allow the applicant/members time to review new additional information.

CARRIED.

Report Number: S 215/2017
Clerk’s File: ZB/12977 & ZO/12978

4. COMMUNICATIONS
None
5. ADOPTION OF THE PLANNING ACT MINUTES

5.1. Minutes of the Planning, Heritage & Economic Development (Planning Act Matters) minutes held November 14, 2017

Moved by: Member Bjarneson
Seconded by: Member Gyemi

THAT the Minutes of the Planning, Heritage and Economic Development Standing Committee meeting (Planning Act Matters) meeting held November 14, 2017 BE ADOPTED as presented.

Carried.

Report Number: SCM 222/2017

6. PRESENTATION & DELEGATIONS (PLANNING ACT MATTERS)

Noted above.

7. PLANNING ACT MATTERS


Jim Abbs, author.

Moved by: Councillor Kusmierczyk
Seconded by: Councillor Sleiman

Decision Number:  PHED 530

That the application to amend the City of Windsor Official Plan to allow a mid block vehicular access (Commercial Driveway) to Banwell Road (City of Windsor Official Plan, Volume II, Section 2.7.5.8) be DENIED;

That an amendment to City of Windsor Zoning By-law 8600 BE APPROVED, changing the zoning Part of Block 5, and Part of Kirkland Avenue, 12M-442; from Commercial District (CD) 2.7 to Residential District (RD) 2.3, as shown on drawing Z013/17-1 to permit the construction of Single detached, Semi-detached, or Townhome dwelling units;

That an amendment to City of Windsor Zoning By-law 8600 BE APPROVED, changing the zoning Part of Block 7, and Part of Kirkland Avenue, 12M-442; from Commercial District (CD) 2.7 to Residential District (RD) 2.5, as shown on drawing Z013/17-1 to permit the construction of Single detached, Semi-detached, Duplex, Townhome or Multiple Unit dwellings on lands at the east side of the site;
That the application to amend City of Windsor Zoning By-law 8600, changing the zoning Part of Block 7 and 8, 12M-442 to permit Commercial Uses consistent with the CD2.1 zone category and a Car Wash, Automatic (from CD2.7 to CD2.1, with Special Provisions to permit a Car Wash, Automatic) BE DENIED.

That administration BE REQUESTED to work with the Ward Councillor, to organize a community meeting between new and existing residents to discuss some concerns and review potential plans for the area, prior to this report going to Council; and,

That administration BE REQUESTED to discuss the option of introducing a low impact development design into this development and report back about that meeting; and,

That administration BE REQUESTED to provide information regarding traffic concerns at the intersection of Banwell and McNorton including flooding and the retention basin capacity concerns and how these concerns will be addressed through site plan control; and,

That the requested information BE PROVIDED when this committee report is forwarded to a future meeting of Council.

CARRIED, UNANIMOUSLY.

Report Number: S 214/2017
Clerk’s File: ZB/12999 ZO/13000

7.5 CIP Building Facade Improvement Program and Urban Design Guidelines for Main Streets
1791-1793 Benjamin Ave – Rezoning
Ward 4
Kevin Alexander, author

Moved by: Member Bjarneson
Seconded by: Councillor Kusmierczyk

Decision Number: PHED 531

I. That the City of Windsor BE DESIGNATED a Community Improvement Project Area for the City of Windsor Building Facade Improvement Program and Urban Design Guidelines for Main Streets in accordance with Section 28(2) of the Planning Act; and that By-law XX (See Appendix ‘A’) be passed at this meeting of Windsor City Council;

II. That the DRAFT City of Windsor Building Facade Improvement Program and Urban Design Guidelines for Main Streets Community Improvement Plan (CIP) dated September 2017 BE ADOPTED by Bylaw as illustrated in Appendix ’B’ attached hereto; and that the following Business Improvement Areas (BIAs) included as Schedules ‘A’ through ‘E’ respectively to this plan BE APPROVED as the first Main Strees to be funded through this Program:

'A' Wyandotte Town Centre;
'B' Wyandotte Street East Improvement Area (Walkerville);
'C' Ford City Business District (Ford City);
III. That the financial incentive program identified in Section 3.0 of the DRAFT City of Windsor Building Facade Improvement Program and Urban Design Guidelines for Main Streets dated September 2017 BE ACTIVATED, once the Community Improvement Plan is in effect, and that the financial incentive program be funded through Fund 156 for the Main Streets identified by Schedule in the DRAFT Community Improvement Plan;

IV. That applicants applying under the City of Windsor Building Facade Improvement Program and Urban Design Guidelines for Main Streets Community Improvement Plan BE EXEMPTED from the encroachment agreement application fee and annual encroachment agreement fees for certain facade elements that comply with the program, subject to the approval of the City Planner, City Engineer and Chief Building Official, execution of the standard municipal Encroachment Agreement will be required; and

V. That approval authority for Building Facade Improvements identified in Category A-Beautification under the City of Windsor Building Facade Improvement Program and Urban Design Guidelines for Main Streets BE DELEGATED to the City Planner and Chief Financial Officer/City Treasurer for beautification projects under $5,000.00 and that By-law 139-2013 City Planner Delegation Authority By-law BE AMENDED accordingly.

CARRIED, UNANIMOUSLY.
7.4 Z-022/17 [ZNG/5271] – City of Windsor – Housekeeping Amendment 2017-2 - Rezoning  
City wide

Adam Szymczak, author

Moved by: Member Bjarneson  
Seconded by: Councillor Sleiman

Decision Number: PHED 533

THAT Zoning By-law 8600 BE AMENDED on the following basis:

1. That Sections 14, 15, 16 and 17 BE DELETED

2. That Sections 14, 15, 16 and 17 attached as Appendix A to this report (S 217/2017) BE ADDED to Zoning By-Law 8600

3. That Section 3 BE AMENDED by replacint the Micro-Brewery definition with the following:

"MICRO-BREWERY means a building or structure, not exceeding 500.0 sq. M. In gross floor area, used for the manufacture of alcoholic beverages. It may also include a retail store where said alcoholic beverages are sold directly to the public, and/or the sale of individual servings of said alcoholic beverages for consumption on-site. It does not include a restaurant."

[ZNG/4968; ZNG/5061; ZNG/5271]“

4. That Section 5 BE AMENDED as follows:

4a) Replacing Section 5.8.1. with the following:

“5.8.1. CITY OF WINDSOR AND PUBLIC AUTHORITY

A lot may be used for any use of the City of Windsor or a Public Authority provided that all buildings and structures shall comply with the least restrictive provisions of the Zoning District in which they are located in, save and except that an Elementary School shall comply with Section 13.1.5 and a Secondary School shall comply with Section 13.2.5.

[ZNG/5271]“

4b) Replacing Section 5.99.7 with the following:

“5.99.7 AUTOMOBILE SALES, LEASE OR RENTAL – ACCESSORY USE

.1 The sale, lease or rental of an automobile as an accessory use is prohibited, save and except the sale, lease or rental of an automobile as an accessory use to an Automobile Repair Garage, Automobile Collision Shop, or Service Station or the lease or rental of an automobile as an accessory use to a Retail Store is permitted subject to the following provisions:
.1 The storage or display of five or more automobiles for sale, lease or rental purposes on a lot is prohibited.

.2 The storage or display of an automobile for sale, lease or rental purposes having a width of greater than 2.50 m or a length greater than 6.10 m is prohibited.

.3 The storage or display of an automobile for sale, lease or rental purposes in a required parking space, required accessible parking space or landscaped open space yard is prohibited.

.4 The area where an automobile for sale, lease or rental purposes is stored or displayed shall be subject to the provisions in Section 5.99.60.1.1 to 5.99.60.1.3.

[ZNG/5271]

4c) Replacing Section 5.99.30 with the following:

“5.99.30 GROUP HOME

.1 In any Residential District or Institutional District, a Group Home may be a permitted use provided that any building used as a Group Home occupies the whole building and complies with the provisions of Section 10.1.5.

[ZNG/5271]

4d) Adding the following after Section 5.99.90:

“5.99.93 TOURIST HOME

.1 A Tourist Home shall have a maximum occupancy of 10 persons not including the receiving family or staff.

[ZNG/5271]”

5. That Section 20(1) BE AMENDED as follows:

5a) Replacing clause 13 with the following clause:

“13. For the lands comprising Part of Block “Z”, Registered Plan 927, situated on the north side of Sprucewood Avenue, east of Ojibway Parkway, shown as Block “B”, in Schedule “A” to By-law No. 12711, any permitted use in Section 15.1.1 shall be an additional permitted use and the ‘H’ holding provision shall not apply to such additional permitted uses.

[ZDM 5; ZNG/5271]”

5b) Replacing clause 19 with the following clause:

“19. For the lands comprising Lot 2 and part of Lot 1, Block “H”, Registered Plan 84; Lots 1 to 6, Lots 9 to 16, Lots A, B, C, D and E and all of Lane, Registered Plan 88; Lots 7, 9 and 10, Registered Plan 120; Lots 7 and 8, Lots G, H, I and J and all of private lane, Registered Plan 289 and part of Lot 80, Concession 1, comprising the block bounded by Riverside Drive West, Ferry Street, Ouellette Avenue and Pitt Street West and designated as Parts 1 to 26 on Plan 12R-16416, the following provisions shall not apply:

a) Section 16.1.5.9 relating to amenity area per dwelling unit;

b) Sections 24.20.10, 24.22.10 and 24.24.10 relating to size of a parking space;
c) Section 24.40.1 relating to a required loading space;
d) Section 25.5.30.4 relating to an access area;
e) Section 25.5.50.5 relating to a parking aisle;
f) Section 5.15.3 relating to location of a building on a corner lot;


5c) Replacing clause 20 with the following clause:

“20. For the lands comprising Lot 7 and Part of Lot 8, Block “M”, Registered Plan 85, situated on the northeast corner of University Avenue West and Pelissier Street and shown delineated by a broken black line on Schedule “A” to By-law No. 12771, for a Combined Use Building containing a maximum of 15 dwelling units, Sections 16.1.5.9, 24.20.5.1 and 24.22.1 of this By-law shall not apply.

[ZDM 3; ZNG/2930; ZNG/5271] (AMENDED B/L 129-2012, Oct 2/2012)"

5d) Replacing clause 29 with the following clause:

“29. For all lands generally bounded on the west and north by Malden Road, on the east by Huron Church Road and on the south by E. C. Row Expressway, the following additional provisions shall apply:

a) The outdoor storage of refuse, equipment, materials, or commodities within a required front yard is prohibited;
b) For any lot zoned MD1.1 or MD2.1, the following shall be an additional permitted use:
   1. Existing truck transportation storage, loading, and/or inspection facility;
   2. Existing Business Office;
c) For any lot having a lot line which abuts Huron Church Road, a Hotel shall be an additional permitted use.

[ZDM 4, 5; ZNG/5271]"

5e) Replacing clause 52 with the following clause:

“52. For any lands located on the west side of Windsor Avenue between Giles Boulevard East and Erie Street East, which are zoned CD1.5 on Zoning District Map 7, an access area to Windsor Avenue is prohibited.

[ZDM 7; ZNG/5271]"

5f) Replacing clause 85 with the following clause:

“85. For any lot fronting on the south side of North Talbot Road between Southwood Lakes Boulevard and Highway 401, the minimum front yard depth shall be 9.0 m.

[ZDM 13; ZNG/5271]"

5g) Replacing clause 101 with the following clause:
"101. For the lands on the east and west sides of Ouellette Avenue bounded on the north by the east/west alleys, south of the Canadian National Railway right-of-way, on the south by Eugenie Street, on the west by Pelissier Street and on the east by McDougall Street and Dufferin Street:
   a) Any permitted use in Section 16.3.1 shall be an additional permitted use;
   b) The maximum main building height shall be 28.0 m; and
   c) The provisions of Section 18(4)(b) shall not apply
   [ZDM 7, 8; ZNG/5271]

5h) Replacing clause 104 with the following clause:
"104. For the lands comprising Parts 1 to 5, Plan 12R-15988, situated at the southwest corner of Ottawa Street and Walker Road, the following additional provisions shall apply:
   a) A Service Station shall be an additional permitted use;
   b) Lot Frontage – minimum 6.0 m
   c) Lot Area – minimum 3,600.0 m²
   d) Building Height – Existing Building – maximum 25.0 m
   e) Dwelling Units in an existing building shall be an additional permitted use and Section 15.2.5.15 shall not apply.
   [ZDM 7; ZNG/4203; ZNG/5271] (AMENDED B/L 172-2014, Nov 5/2014)"

5i) Replacing clause 129 with the following clause:
"129. For the lands comprising Part of Lot 90, Concession 2, designated as Part 1, Plan 12R-14069 and Part 11, Plan 12R-12019, located at the southeast corner of Grand Marais Road East and Elsmere Avenue, any permitted use in Section 14.1.1 shall be an additional permitted use and the following additional provisions shall apply:
   a) Building Height – maximum 4.0 m
   b) Gross Floor Area – maximum

   For each Business Office, Food Outlet - Take-Out, Medical Office, Personal Service Shop, Professional Studio, Repair Shop – Light, Restaurant or Retail Store:

   325.0²

   [ZDM 8; ZNG/5271] (ADDED B/L 348-2002, Dec 13/2002)"

5j) Replacing clause 218 with the following clause:
"218. For the lands comprising Part of Block 1, Plan 12M-425, save and except for all of Plans 12R-17805, 12R-178089 & 12R-18634 situated at the northwest corner of Banwell Road and Leathorne Street, a Residential Care Facility shall be an additional permitted use and that for a Residential Care Facility the following additional provisions shall apply:
   a) Section 15.7.5.50 shall not apply;
   b) That a sidewalk from the main entrance of the Residential Care Facility to Banwell Road shall be provided; and
c) That said sidewalk shall not cross an access area, collector aisle, parking aisle or parking area.

[ZDM 14; ZNG/5271] (ADDED B/L 183-2007, Nov 1/2007)"

5k) Replacing clause 238 with the following clause:

“238. For the lands comprising Lots 1 to 3, Part of closed alley and Part of closed right-of-way, Registered Plan 1085, and Lots 4 and 5, Registered Plan 939, situated on the south side of Wyandotte Street East between Homedale Boulevard and St. Mary’s Boulevard, delineated by a heavy black line on Schedule ‘A’ attached to By-law 49-2009, notwithstanding Section 14.2.5.10, the maximum gross floor area for each use listed in Section 14.2.5.10 shall be 375.0 m².

[ZDM 10; ZNG/5271] (ADDED B/L 49-2009, OMB Order PL090386 Nov 5/2009)"

5l) Replacing clause 259 with the following clause:

“259. For the lands comprising Lots 29 and 30, Registered Plan 360, situated on the northeast corner of Elsmere Avenue and Erie Street East, a Lodging House shall be an additional permitted use and the following additional provisions shall apply:

a) Section 15.2.5.15 shall not apply; and

b) A Dwelling or Dwelling Units are prohibited on the ground floor within the first 9.0 m of the building on the Erie Street East frontage.

[ZDM 7; ZNG/ 5271] (ADDED B/L 28-2010, Mar 23/2010)"

5m) Replacing clause 273 with the following clause:

“273. For the lands comprising Lots 2, 4, 6, 8, 10 and 12, Block ‘S’, Registered Plan 211, situated on the west side of Walker Road, between Tuscara Street and Cataraqui Street, the permitted uses in Section 14.3.1 shall be permitted only within a building existing on March 23, 1998, provided further that the maximum building height, minimum front yard depth, minimum rear yard depth, and minimum side yard width shall be as existing on March 23, 1998.


CARRIED, UNANIMOUSLY.

Report Number: S 217/2017
Clerk’s File:12995
8. ADJOURNMENT

There being no further business the meeting of the Planning, Heritage and Economic Development Standing Committee is adjourned at 6:48 o’clock p.m.

Ward 8 – Councillor Marra
(Chairperson)

Don Wilson
(Secretary)
Subject: Zoning By-law Amendment Application by Julie Lynn Appleby for the lands known as 1052 Drouillard Road; File No. Z-024/17, ZNG/5284; Ward 5

Reference:
Date to Council: 1/22/2018
Author: Justina Nwaesei, MCIP, RPP
Planner II - Development Review
519-255-6543, ext. 6165
jnwaesei@citywindsor.ca

Planning & Building Services
Report Date: 1/4/2018
Clerk’s File #: ZB/12975

To: Mayor and Members of City Council

Recommendation:
I. That an amendment to the Zoning By-law 8600 BE APPROVED to change the zoning of the land located on the east side of Drouillard Road, between Whelpton Street and Richmond Street, described as Lot 26 on Registered Plan 619, by adding a site specific zoning provision to allow a “lodging house” use as an additional permitted use within the existing building on the subject land.

Executive Summary:

N/A
Background:

1. KEY MAP
2. APPLICATION INFORMATION

**LOCATION:** East side of Drouillard Road, between Whelpton Street and Richmond Street, described as Lot 26 on Registered Plan 619, and municipally known as 1052 Drouillard Road.

**APPLICANT:** JULIE LYNN APPLEBY C/O JULIE LYNN  
**AGENT:** SAME AS APPLICANT

**PROPOSAL:** The applicant is requesting an amendment to Zoning By-law 8600 for the lands located on the east side of Drouillard Road, between Whelpton Street and Richmond Street; described as Lot 26, Registered Plan 619, and municipally known as 1052 Drouillard Road. The applicant requests to change the zoning of the subject land, by adding a “lodging house” use to the list of permitted uses on the subject site, while keeping the existing property zoning (CD2.2). The applicant wants to operate a peer support recovery rooming house with 4 rental rooms in the existing building. No new building is proposed by the applicant.

**SUBMISSIONS BY APPLICANT:**
- Existing Site Plan
- Valid Offer of Purchase

3. SITE INFORMATION

<table>
<thead>
<tr>
<th>OFFICIAL PLAN</th>
<th>ZONING &amp; ZDM</th>
<th>CURRENT USE(S)</th>
<th>PREVIOUS USE(S)</th>
</tr>
</thead>
</table>
| • East Windsor Planning District  
• Mixed Use Land Use | Commercial District 2.2 (CD2.2); ZDM6 | Youth Resource Centre | • Residential use in 1926/1927 directory information  
• Combined Use – (medical office below residential unit) from 1937 to 1949 and longer;  
• Under the ownership of the Aid’s Committee, the building was used for women’s centre and methadone clinic.  
• Later the building was rented by Drouillard Place for Teen Centre and Renewal centre. |

<table>
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<th>FRONTAGE</th>
<th>DEPTH</th>
<th>AREA</th>
<th>SHAPE</th>
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<td>9.14m (30ft)</td>
<td>30.48m (100ft)</td>
<td>278.71sq.m (3000 sq.ft)</td>
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</tbody>
</table>

Note: All measurements are approximate

The subject land is within the Ford City Business Improvement Area
4. REZONING MAP

REQUESTED ZONING AMENDMENT

APPLICANT: Julie Lynn Appleby.

SUBJECT LAND

PLANNING & BUILDING DEPARTMENT

DATE: November, 2017
FILE NO: Z-024/17,
ZNG/5284
5. NEIGHBOURHOOD CHARACTERISTICS

NEIGHBOURHOOD MAP
SURROUNDING LAND USE

For the purpose of this section of the report, the surrounding area focuses on lands fronting Drouillard Road, between Whelpton and Richmond Avenues. The subject area contains a mix of uses. There are combined use developments with commercial uses at street level and residential units above or at the rear part of the building. The combined use developments are the predominant type of mixed use developments in the area. Most of the buildings have store fronts. However, there are other forms of mixed use development concepts present within the subject block of Drouillard Road. There are some stand-alone residential buildings, stand-alone commercial buildings, open space area and a church (place of worship) within the subject area. Most of the buildings have their front walls at the lot line. Appendix A, attached to this report, contains details of the variety of uses (including the vacant lands) within the subject block.

There is a traveled north/south alley (paved) between Whelpton Avenue and Richmond Avenue abutting the rear lot lines of the lots on the east side of Drouillard Road R.O.W.

Site photos taken on January 4, 2018 and attached to this report as Appendix B, show some of the surrounding land uses and the character of the neighbourhood.

MUNICIPAL INFRASTRUCTURE

- There is a 1050mm diameter Reinforced Concrete Pipe storm sewer and a 525mm Reinforced Concrete Pipe sanitary sewer.
- There is a fire hydrant located within the boulevard in front of the subject land.
- This section of Drouillard Road contains Fibre Optics, street lights, watermain and curb & gutter.
- Drouillard Road is classified as Class 1 Collector Road in the Official Plan.
- Transit Windsor Bus service is available along Richmond and Drouillard Road, about 100m distance from the subject land.

Discussion:

It should be noted that there is an existing 2-storey building on the subject land. The building is more than 90 years old and was previously used as a duplex, according to the applicant’s information. Directory record for 1926/1927 suggests the building was used for residential purpose. 1937 Directory record and City’s Permit record show that there was a Doctor’s office within the building in 1937. Additional information suggests the building later changed from combined use (doctor’s office and upper unit apt) to an office building and has been an office building for about 37 years. The office uses include, women’s centre, methadone clinic, teen centre and neighbourhood renewal centre.

1. PROVINCIAL POLICY STATEMENT (PPS) 2014

   1.1.1 Healthy, liveable and safe communities are sustained by:

   a) promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term;
b) accommodating an appropriate range and mix of residential (including second units, affordable housing and housing for older persons), employment (including industrial and commercial), institutional (including places of worship, cemeteries and long-term care homes), recreation, park and open space, and other uses to meet long-term needs....

This amendment strives to accommodate an appropriate mix of uses within the subject area. The existing built form on the subject land has a residential character, which suggests that the proposed lodging house is an appropriate use in the subject area. In addition, there are other stand-alone residential buildings within the subject block.

1.1.3.2 Land use patterns within settlement areas shall be based on:

a) densities and a mix of land uses which:

1. efficiently use land and resources;

2. are appropriate for, and efficiently use, the infrastructure and public service facilities which are planned or available, and avoid the need for their unjustified and/or uneconomical expansion;...

This amendment promotes an efficient use of existing services and infrastructure. The proposed lodging house use is appropriate for the infrastructure and public service facilities in the subject area.

1.4.3 Planning authorities shall provide for an appropriate range and mix of housing types and densities to meet projected requirements of current and future residents of the regional market area by:

b) permitting and facilitating:

1. all forms of housing required to meet the social, health and wellbeing requirements of current and future residents, including special needs requirements;

The proposed lodging house is required to meet the social, health and wellbeing requirements of the prospective residents, including any special needs requirement they may have. The peer group concept of the proposed lodging house offers to meet the special need requirements of future residents.

Based on the above analysis, it is my opinion that this amendment is consistent with the Provincial Policy Statement (PPS) 2014.

2. OFFICIAL PLAN (OP)

The subject land is designated Mixed Use in the land use schedule of the Official Plan Vol. 1. See Appendix C attached.
The following objectives of the Mixed Use designation support the applicant’s request:

- To encourage multi-functional areas which integrate compatible commercial, institutional, open space and residential uses (s.6.9.1.1).
- To encourage a compact form of mixed use development (s.6.9.1.2).

The proposed lodging house is a compatible residential development in the subject area designated Mixed Use in the OP. The multi-functional objective of the OP is also satisfied by the proposed lodging house use in the subject area.

This amendment is encouraging the re-use of an existing building within the subject area. The subject area has buildings listed in the Ford City vacant building list and there are many other buildings that were demolished many years ago and never replaced, resulting in seven vacant parcels within the block. See Appendix A attached.

Permitted Uses - 6.9.2.1: Uses permitted in the Mixed Use land use designation include retail and service commercial establishments, offices, cultural, recreation and entertainment uses, and institutional, open space and residential uses, exclusive of small scale Low Profile residential development.

For the purposes of this Plan (the OP), Low Profile housing development is further classified in section 6.3.2.3 as follows:

(a) small scale forms: single detached, semi-detached, duplex and row and multiplexes with up to 8 units; and
(b) Large scale forms: buildings with more than 8 units.

A lodging house use is a residential use. A review of the City’s zoning bylaw 8600 shows that a lodging house is not permitted in the low and medium density residential zoning districts, but is permitted in the high density residential zoning districts and some commercial zoning districts. That suggests that a lodging house is not intended to be classified as a small scale low profile residential development and, as such, could be among the types of residential uses permitted in the Mixed Use designation. The OP does not specifically mention a lodging house under small scale low profile developments; the OP does not categorically exclude a lodging house from the list of permitted uses in the Mixed Use designation. For the above reasons, I am of the opinion that a lodging house is permitted in areas designated Mixed Use in the OP.

This zoning by-law amendment does not create compatibility issues with adjacent sensitive land uses. Furthermore, the existing built form supports a residential type of use, and a lodging house by its very functional nature is an appropriate type of residential use for the subject land since it is not defined as a small scale low profile residential development.
The Zoning By-law Amendment Policies of the OP state that “All amendments to the Zoning By-law(s) shall conform with this Plan” (the Official Plan); see section 11.6.3.1 of the OP. The proposed amendment meets the evaluation criteria set out under Section 11.6.3.3 of the OP.

This zoning by-law amendment, in my opinion, maintains conformity with the OP.

3. ZONING

The subject land is zoned Commercial District 2.2 by By-law 8600. Appendix D, attached to this report, contains Excerpts from Zoning By-law 8600.

The current zoning of the subject land (CD2.2) does not permit a lodging house use (as defined in Zoning By-law 8600); but permits dwelling units above permitted commercial uses. The CD2.2 zoning category permits a tourist home, which by definition in Zoning By-law 8600 is NOT a lodging house.

The proposed zoning by-law amendment will allow a site specific zoning provision that permits a lodging house as additional permitted use in the CD2.2 zoning category. Approval of the applicant’s request will facilitate the re-use of the existing building for a lodging house. The requested amendment will be limited to the existing structure on the subject land.

A lodging house use requires one motor vehicle parking space per 6 beds. The applicant has confirmed that there are two existing rear yard parking spaces on the subject land. Access to the parking spaces is from the paved north/south alley at the rear.

4. SITE PLAN

The proposed amendment does NOT result in a “development” as defined in section 41(1) of the Planning Act and as also defined in the City of Windsor Site Plan Control By-law 1-2004. Therefore, the applicant is NOT required to submit an application to the planning department for Site Plan Approval.

5. ISSUES TO BE RESOLVED

Licensing: A lodging house requires business licence to operate in the City of Windsor. If the applicant’s request is granted and deemed successful, then the issue of business license would need to be resolved in order to operate the lodging house. For information on licensing requirements for operating a lodging house in the City of Windsor, see Appendix E attached to this report.

Alley Contribution: The Engineering Division’s request for alley contribution cannot be addressed at this time because the subject rezoning does not require a site plan control or servicing agreement.

6. ALTERNATIVES FOR CONSIDERATION

n/a
Risk Analysis:

For the Corporation of the City of Windsor, there is no known risk associated with this amendment.

For the applicant, all required permits, clearances and licences must be obtained to ensure that the proposed use of the building for a lodging house complies with the licensing bylaw, Building Code and Fire Code.

Financial Matters:

N/A

Consultations:

1. DEPARTMENT AND AGENCIES

Comments from the municipal departments and external agencies are attached as Appendix F to this report. There are some objections to the proposed amendment as can be found under Appendices F and F-1 of this report.

Engineering Division of Public Works Department has noted that the owner/applicant, prior to the issuance of a building permit, shall contribute a sum of $1,000 payable to the Corporation of the City of Windsor and deposited in the general Funds intended for the upkeep of the alleys in the City. A response to this request has been provided under the “Issues to be resolved” section of this report. Objections were received from the following agencies and departments:

- Windsor Police Service,
- Ford City Business Improvement Centre, and
- Ford City Neighbourhood Renewal (Drouillard Place)

2. PUBLIC NOTICE

The official notice will be advertised in the Windsor Star Newspaper as mandated by the Planning Act.

Courtesy notice will be mailed to all properties within 120m (400 feet) of the subject parcel, prior to the Planning Heritage and Economic Development Standing Committee (PHEDSC) meeting.

Conclusion:

This by-law amendment is consistent with the PPS 2014 and maintains conformity with the Official Plan. This amendment constitutes good planning and the recommendation is for approval of the applicant’s request.

Planning Act Matters:

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

Mike Cooke, MCIP, RPP
Manager, Planning Policy

Thom Hunt, MCIP, RPP
City Planner

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

SAH, City Solicitor

OC, Chief Administrative Officer

Approvals:

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mike Cooke, MCIP, RPP</td>
<td>Manager, Planning Policy</td>
</tr>
<tr>
<td>Thom Hunt, MCIP, RPP</td>
<td>City Planner</td>
</tr>
<tr>
<td>Wira Vendrasco</td>
<td>Deputy City Solicitor</td>
</tr>
<tr>
<td>Shelby Askin Hager</td>
<td>City Solicitor</td>
</tr>
<tr>
<td>Onorio Colucci</td>
<td>Chief Administrative Officer</td>
</tr>
</tbody>
</table>

Notifications:

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Abutting property owners, tenants/occupants within 120 meter (400 feet) radius of the subject land</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Julie Lynn Appleby [Registered Owner / Contact Person]</td>
<td>400 Jackson Street, RR3 Harrow Ontario</td>
<td><a href="mailto:Julie_appleby@hotmail.ca">Julie_appleby@hotmail.ca</a></td>
</tr>
<tr>
<td>John Button [2nd Contact Person]</td>
<td></td>
<td><a href="mailto:Jackjohnjames45@hotmail.com">Jackjohnjames45@hotmail.com</a></td>
</tr>
<tr>
<td>Councillor Ed Sleiman</td>
<td>350 City Hall Square West 3rd Floor, Windsor, ON N9A 6S1</td>
<td><a href="mailto:esleiman@citywindsor.ca">esleiman@citywindsor.ca</a></td>
</tr>
</tbody>
</table>

Appendices:

1. Appendix A – Surrounding Land Uses
2. Appendix B - Site Photos
3. Appendix C - Excerpts from the Official Plan
4. Appendix D - Excerpts from Zoning By-law 8600
5. Appendix E – Excerpts from By-Law 395-2004 (Business Licensing)
6. Appendix F – Consultations
7. Appendix F-1- Additional Comments Rec’d
8. Appendix G - Site Survey
9. Appendix H - Draft By-law for Z-024/2017
1052 Drouillard Road – Subject Land: Combined use building, residential use (1-unit) above commercial use (office space).

Uses on lands south of the subject Land:
- 1054-1058 Drouillard Road: This is a residential building with 2 or 3 units. The records suggest it should be a duplex, but the addresses (1054, 1056, 1058) imply 3 units exist in the building
- 1062-1064 Drouillard Road: The use(s) could not be confirmed. The front facade suggests there was a store front at some point in the history of the building.
- 1072 Drouillard: 1-storey commercial building occupied by Border City Boxing Club and Family Fitness Centre
- 1076 Drouillard Road: 1-storey commercial building occupied by Standard Printing
- 1078-1080 and 1082-1086 Drouillard Road: 2-storey combined use buildings with commercial use in the front (at street level), while residential use is behind and above the commercial use.
- 1094 Drouillard Road: Place of Worship (Russian Orthodox Greek Catholic Church of St. John the Divine) – at the northeast corner of the intersection of Richmond Avenue and Drouillard Road. Listed in the Windsor Heritage Register.

Uses on lands north of the subject land:
- 1050 and 1044 Drouillard Road: These buildings appear to be used as combined use buildings containing commercial and residential uses. They are built as 1-storey in the front and 2-storeys at the rear portion. There is no record confirming the current use of the buildings. However, Permit records suggest there was a store front at 1044 Drouillard Road and visual evidence confirms a store front exists at 1050 Drouillard Road
- North of 1044 Drouillard: A vacant lot cover with patches of grass, gravel, dirt and interlocking brick pavers. Fenced and gated with driveway access to a parking space. No record of previous use.
- 1036-1038 Drouillard Road: 2-storey commercial building built with store front. Records indicate it was listed on the 2012 Ford City vacant building list. Previous uses are unknown. Appears to have been occupied by commercial use in front (at street level) and residential use at the rear and top level.
- 1032-1034 Drouillard Road: Commercial building built with store front. No record of uses in the building, but there is a commercial use [Glass Plus More (Appliance Repairs)] in front, at street level.
- 1028 -1030 Drouillard Road: Vacant land. Permits show existing combined use building was on the 2012 Ford City vacant building list before the building was demolished in 2013.
- 1024 Drouillard Road: 2-storey combined use building. Was listed in the 2012 Ford City vacant building list.
- 1020 Drouillard Road: Duplex dwelling listed in the 2012 Ford City vacant building list. In 1982, an existing commercial building was demolished resulting in a significant front yard depth.
- 1018 and 1012 Drouillard Road: These appear to be commercial buildings by virtue of the signs on the walls.
- 1008 Drouillard Road: 2-storey combined use building with store fronts at the street level.
- 1000 Drouillard Road: 2-storey combined use building with store fronts at the street level; listed in the 2012 Ford City vacant building list.
Uses on lands to the west of the subject Land:

- At the southwest corner of the intersection of Whelpton and Drouillard, there is an open space use (Ford City Parkette) on vacant land owned by the City. No record of previous land use.

- Next south, at 1009 to 1021 Drouillard Road: 2-storey combined use building with commercial units on the first floor. City’s record shows that, in 2012, the subject address was on the Ford City vacant building list.

- 1023 to 1025 Drouillard Road: 2-storey combined use building with one residential unit above a commercial unit (professional studio) on the ground floor. This building has a store front and was listed on the 2012 Ford City vacant building list.

- Next south is a vacant land owned by the owner of 1023-1025 Drouillard Road. The land is covered with grass and is well maintained.

- 1029 Drouillard Road: 2-storey Single Unit Dwelling.

- 1033 to 1035 Drouillard Road: 2-storey combined use building with 3 residential units and one commercial unit. This building has a store front and was listed on the 2012 Ford City vacant building list.

- 1037 to 1039 Drouillard Road: 2-storey combined use building (residential above commercial) listed in 2012 on the Ford City vacant building list.

- Next south of 1037-1039 Drouillard Road: Vacant City owned land. Records show a commercial building and a duplex dwelling were demolished in 1989 and 1969, respectively. Vacant land is grass covered and well maintained.

- 1045 to 1049 Drouillard Road: 2-storey building. Existing use(s) could not be confirmed.

- Next south of 1045-1049 Drouillard Road: Vacant City owned land. Records show an existing commercial building was demolished in 1983 and the land became vacant, grass covered and well maintained.

- 1053 to 1055 Drouillard Road: 2-storey triplex dwelling.

- 1059 Drouillard Road: Single Unit dwelling.

- 1063 Drouillard Road: Single Unit dwelling.

- 1067 Drouillard Road: A 2-storey building; noted as a 2-family house in a 1977 permit. No further information on the use of the building. The building was listed on the 2012 Ford City vacant building list. The building has a store front.

- Next south of 1067 Drouillard Road: Records confirm the demolition of a building on the land. The resulting vacant land is grass covered and well maintained.

- 1077 Drouillard Road: Use of building is unknown. There is a one-storey structure attached to the front of a 2-storey residential-looking building. It appears the front structure is a commercial use.

- Next south of 1077 Drouillard Road: Vacant City owned land. Records show an existing combined use building was demolished in 1989 and the land became vacant, grass covered and well maintained.

- 1085 Drouillard Road: An existing duplex dwelling was demolished in 2013. Prior to demolition the duplex was on the 2012 Ford City vacant building list.

- 1089 to 1091 Drouillard Road: Combined use building (2-unit dwelling and a store)

- 1093 Drouillard Road and 2778 Richmond Street: Commercial use building (same owner). There was a Golf Centre in 2007 and a Health & Martial Arts studio in 2008, according to City’s permit records.
### Type of Use

<table>
<thead>
<tr>
<th>Type of Use</th>
<th>Number of buildings within the Block</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residential</td>
<td>7</td>
<td>17%</td>
</tr>
<tr>
<td>Commercial</td>
<td>7</td>
<td>17%</td>
</tr>
<tr>
<td>Combined Use</td>
<td>15</td>
<td>37%</td>
</tr>
<tr>
<td>Unknown Use</td>
<td>4</td>
<td>10%</td>
</tr>
<tr>
<td>Vacant Land</td>
<td>8</td>
<td>20%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>41</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>

**Number of buildings within the Block**

- Residential: 7
- Commercial: 7
- Combined Use: 15
- Unknown Use: 4
- Vacant Land: 8

Total: 41

**Graph:**
- Height of bars represents the number of buildings within the block for each type of use.
Looking East: SUBJECT PROPERTY (1052 Drouillard Rd) & ABUTTING PROPERTIES (1050 & 1054-1058 Drouillard Rd)

Looking East: Vacant land mid-block, s/o 1024 Drouillard Rd

Looking East: Dilapidated bldg facade at 1024 Drouillard Rd
Looking North: Partial view of west side of the block

Looking North: Partial view of east side of the block

Looking South: Partial view of the west side of the block

Looking South: Partial view of the east side of the block
APPENDIX C – EXCERPTS FROM THE OFFICIAL PLAN

6.9 Mixed Use

The lands designated as “Mixed Use” on Schedule D: Land Use provide the main locations for compact clusters of commercial, office, institutional, open space and residential uses. These areas are intended to serve as the focal point for the surrounding neighbourhoods, community or region. As such, they will be designed with a pedestrian orientation and foster a distinctive and attractive area identity.

The following objectives and policies establish the framework for development decisions in Mixed Use areas.

6.9.1 Objectives

<table>
<thead>
<tr>
<th>Multi-Functional Areas</th>
<th>6.9.1.1</th>
<th>To encourage multi-functional areas which integrate compatible commercial, institutional, open space and residential uses.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Compact Form</td>
<td>6.9.1.2</td>
<td>To encourage a compact form of mixed use development.</td>
</tr>
<tr>
<td>Special Identities</td>
<td>6.9.1.3</td>
<td>To provide opportunities to create and maintain special area identities and focal points within Windsor.</td>
</tr>
<tr>
<td>Strategic Locations</td>
<td>6.9.1.4</td>
<td>To identify strategic locations which are highly visible and accessible for mixed use development.</td>
</tr>
<tr>
<td>Viable Areas</td>
<td>6.9.1.5</td>
<td>To ensure the long term viability of Mixed Use areas.</td>
</tr>
<tr>
<td>Public Spaces</td>
<td>6.9.1.6</td>
<td>To provide public places for strolling, recreation, conversation and entertainment.</td>
</tr>
<tr>
<td>Transportation Modes</td>
<td>6.9.1.7</td>
<td>To increase the use of walking, cycling and public transportation within the designated Mixed Use area by fostering a strong live-work-shopping-recreation relationship.</td>
</tr>
</tbody>
</table>

6.9.2 Policies

| Permitted Uses         | 6.9.2.1 | Uses permitted in the Mixed Use land use designation include retail and service commercial establishments, offices, cultural, recreation and entertainment uses, and institutional, open space and residential uses, exclusive of small scale Low Profile residential development. |
For the purpose of this Plan, Mixed Use development is further classified as follows:

(a) Mixed Use Corridors which occupy linear street frontages with commercial, institutional and open space uses located immediately adjacent to the public right-of-way and residential uses located above grade; and

(b) Mixed Use Centres which are large sites developed according to a comprehensive development plan or nodal developments at the intersection of Controlled Access Highways and/or Arterial roads. This type of Mixed Use development provides a regional, community or neighbourhood focal point with a pedestrian oriented design.

Mixed Use development shall be located where:

(a) there is access to a Controlled Access Highway, Class I or Class II Arterial Roads or Class I Collector Road;

(b) full municipal physical services can be provided;

(c) public transportation service can be provided; and

(d) the surrounding development pattern is compatible with Mixed Use development.

At the time of submission, the proponent shall demonstrate to the satisfaction of the Municipality that a proposed Mixed Use development is:

(a) feasible having regard to the other provisions of this Plan, provincial legislation, policies and appropriate guidelines and support studies for uses:

(i) within or adjacent to any area identified on Schedule C: Development Constraint Areas and described in the Environment chapter of this Plan;

(ii) within a site of potential or known contamination;

(iii) where traffic generation and distribution is a provincial or municipal concern; and
(iv) adjacent to sensitive land uses and/or heritage resources.

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

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

(d) provided with adequate off street parking;

(e) pedestrian oriented;

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

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

**Design Guidelines 6.9.2.5**

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

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

(b) the mass, scale, orientation, form, and siting of the development achieves a compact urban form and a pedestrian friendly environment;

(c) at least one building wall should be located on an exterior lot line and oriented to the street to afford direct sidewalk pedestrian access from the public right-of-way;

(d) permanent loading, service and parking areas should be located so as not to significantly interrupt the pedestrian circulation or traffic flow on the public right-of-way or within a Mixed Use area;

(e) mid-block vehicular access to properties is generally discouraged and is encouraged via a rear yard service road or alley;

(f) parking areas shall be encouraged at the rear of buildings;
(g) safe and convenient pedestrian access between buildings and public transportation stops, parking areas and other buildings and facilities should be provided;

(h) the development is designed to foster distinctive and attractive area identity;

(i) the public rights-of-way are designed to foster distinctive and attractive area identity and to provide for vehicle use, regular public transportation service as well as pedestrian and cycling travel; and

(j) integration of the development with the surrounding uses to contribute to the unique character of the area.

<table>
<thead>
<tr>
<th>SITE PLAN CONTROL</th>
<th>6.9.2.6</th>
<th>Council will require all development within areas designated Mixed Use to be subject to site plan control.</th>
</tr>
</thead>
<tbody>
<tr>
<td>REDUCED PARKING REQUIREMENT</td>
<td>6.9.2.7</td>
<td>Council may establish off street parking standards to reflect public transportation supportive designs or shared parking arrangements in Mixed Use developments.</td>
</tr>
</tbody>
</table>
11.6.3 Zoning By-law Amendment Policies

**Amendments Must Conform**

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

**Review Procedure**

All applications for Zoning By-law amendments shall be processed in accordance with the provisions of the *Planning Act*, and regulations pursuant thereto, and the procedural requirements of this Plan. In general, after an applicant’s pre-application consultation meeting with municipal staff and submission of an application that is determined to be complete, all applications shall:  

(a) Be circulated to appropriate agencies and those agencies be provided with sufficient time to respond;  
(b) Be advertised and be presented to the public and the views of the public ascertained at a public meeting to be held in accordance with the Planning Act; and  
(c) Be given due and thorough consideration by Council.

**Evaluation Criteria**

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.
APPENDIX D – EXCERPTS FROM ZONING BY-LAW 8600

SECTION 3 – DEFINITIONS

3.10 DEFINITIONS

LODGING HOUSE means a dwelling in which a minimum of four persons, not including staff, are provided with lodging for hire, with or without meals. A correctional institution, fraternity or sorority house, group home, hospital, hotel, private home day care, religious residence or residential care facility is not a lodging house.

DWELLING means a building or structure that is occupied for the purpose of human habitation. A correctional institution, hotel, motor home, recreational vehicle, tent trailer or travel trailer is not a dwelling.

BUILDING means a structure, consisting of a wall, roof and floor, or any one or more of them, or a structural system serving the function thereof, including all the works, fixtures and service systems appurtenant thereto, but does not include the following: access area, collector aisle, driveway, parking aisle or parking space not in a parking garage; fence; patio; sign as defined by the Windsor Sign By-law.

STRUCTURE means anything, including any component part, that is erected, built or constructed and affixed to or supported by the ground.

SHELTER means a lodging house used exclusively for the provision of temporary accommodation to individuals who are in need of ancillary health care, counselling and social support services.

SINGLE UNIT DWELLING means one dwelling having one dwelling unit. A single family dwelling is a single unit dwelling. A mobile home dwelling is not a single unit dwelling.

DWELLING UNIT means a room or suite of rooms used by or designed to be used by one or more individuals as an independent and separate housekeeping unit.

TOURIST HOME means an ancillary use that:

1. is located in a single unit dwelling that is the principal residence of the tourist home operator;
2. provides sleeping accommodation to the travelling public; and
3. may include the provision of meals.

A bed and breakfast or a guest house is a tourist home. A correctional institution, group home, hotel, private home day care, residential care facility or a lodging house is not a tourist home.
SECTION 15 - COMMERCIAL DISTRICTS 2. (CD2.)

(2) COMMERCIAL DISTRICT 2.2 (CD2.2)

(a) Permitted Uses

(i) A retail store, not including a retail store for the sale of motor vehicles or heavy machinery; wholesale store; bakery not exceeding 500 square metres in net floor area; confectionery not exceeding 500 square metres in net floor area; outdoor market within a Business Improvement Area; (AMENDED B/L 8614, June 23, 1986 AND by B/L 232-2006, Jan. 18, 2007)

(ii) A personal service shop; day nursery; funeral home; church; church hall; tourist home. (AMENDED BY B/L 11922, SEPT. 23/1994)

(iii) A business, financial, medical or veterinary office; professional studio; commercial school;

(iv) A light repair shop; gas bar; an existing service station; an existing automobile repair garage. (AMENDED B/L 11614, Nov.1/1993)


(vi) Place of entertainment and recreation; private hall;

(vii) Dwelling units in a combined use building with any one (1) or more of the foregoing uses, provided that all dwelling units, not including entrances thereto, are located entirely above the non-residential use(s);

(viii) A public parking area; parking garage;

(viii) Any use accessory to the foregoing uses, not including an outdoor storage yard unless otherwise specifically permitted by this by-law. (AMENDED by B/L 232-2006, Jan. 18, 2007)

(aa) Prohibited Uses

Despite subclause (iv) of clause (a) of this subsection, a gar bar and a service station shall not be permitted uses on any lot situated within 63.5 metres of the east or west limits of Sandwich Street between Detroit and Brock Streets or within 30 metres of the south limit of Mill Street between Russell and Sandwich Streets. (ADDED B/L 11358, March 1/93)
(b) **Regulations**

(i) Maximum building height - equal to the length of the longest exterior lot line or 14 metres, whichever is the lesser;


(ii) Minimum amenity area per dwelling unit:

1. Bachelor Unit - 7.5 square metres
2. One-Bedroom Unit - 10 square metres
3. Two or more bedroom unit - 15 square metres


(iii) A TOURIST HOME shall have a maximum occupancy of 10 persons not including the receiving family or staff and shall be licensed as a Type I Lodging House under the City of Windsor By-law Number 5900, as the same may be amended from time to time. (ADDED by B/L 11922, Sept. 23/1994)

(iv) Supplementary Regulations

See Section
21 re: Supplementary Use Regulations
22 re: Supplementary Lot Regulations
23 re: Supplementary Building Regulations
24 re: Parking Space Regulations
25 re: Parking Area Regulations

(AMENDED by B/L 11922, Sept. 23/1994)
<table>
<thead>
<tr>
<th>USE</th>
<th>PARKING RATE - MINIMUM</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elementary School</td>
<td>1.5 for each classroom or teaching area</td>
</tr>
<tr>
<td>Entertainment Lounge</td>
<td>1 for each 7.5 m² GFA</td>
</tr>
<tr>
<td>Exhibition Hall</td>
<td>1 for each 36 m² GFA</td>
</tr>
<tr>
<td>Financial Office</td>
<td>1 for each 45 m² GFA</td>
</tr>
<tr>
<td>Food Convenience Store</td>
<td>1 for each 22.5 m³ GFA</td>
</tr>
<tr>
<td>Fraternity or Sorority House</td>
<td>1 for each 4 beds</td>
</tr>
<tr>
<td>Funeral Home</td>
<td>1 for each 5.5 m² GFA used for a chapel, sanctuary or reposing room</td>
</tr>
<tr>
<td>Games Arcade</td>
<td>1 for each 22.5 m² GFA</td>
</tr>
<tr>
<td>Garden Centre</td>
<td>1 for each 22.5 m³ GFA</td>
</tr>
<tr>
<td>Gas Bar</td>
<td>1 for each 45 m³ GFA</td>
</tr>
<tr>
<td>General Salvage Operation</td>
<td>1 for each 45 m² GFA for the first 2,700 m² GFA AND 1 for each additional 180 m²</td>
</tr>
<tr>
<td>Group Home</td>
<td>1</td>
</tr>
<tr>
<td>Health Studio</td>
<td>1 for each 36 m² GFA</td>
</tr>
<tr>
<td>Heavy Repair Shop</td>
<td>1 for each 45 m³ GFA for the first 2,700 m³ GFA AND 1 for each additional 180 m²</td>
</tr>
<tr>
<td>Hospital</td>
<td>1 for each bed</td>
</tr>
<tr>
<td>Hotel</td>
<td>1 for each guest room AND 1 for each 22.5 m² GFA used for a restaurant, convention hall, meeting room and other places of assembly.</td>
</tr>
<tr>
<td>Library</td>
<td>1 for each 45 m³ GFA</td>
</tr>
<tr>
<td>Light Repair Shop</td>
<td>1 for each 45 m³ GFA</td>
</tr>
<tr>
<td>Lodging House</td>
<td>1 for each 6 beds</td>
</tr>
<tr>
<td>Major Commercial Centre (exclusive of a hotel or motel)</td>
<td>1 for each 22.5 m³ GFA</td>
</tr>
</tbody>
</table>
APPENDIX E
Excerpts from By-law 395-2004 (A BY-LAW RESPECTING THE LICENSING AND REGULATION OF VARIOUS BUSINESSES) - Passed the 13th day of December, 2004

AND WHEREAS, pursuant to Section 150(2) of the Municipal Act, the following businesses are licensed for the following rationales:

“LODGING HOUSE” for the purpose of protecting the health and safety of the persons residing in the house by ensuring that the building code regulations are met, medication is dispensed correctly and basic human needs are provided. As well as the required essentials such as plumbing and water are provided, for ensuring that the lodging house does not create a nuisance to the adjoining property or surrounding lands, and for consumer protection such that the persons residing in the house know whom to contact in the case of a problem or emergency with the building.

DEFINITION:

(1) “Lodging House” shall mean and include any house or other building or portion thereof in which more than three persons are harboured, received or lodged for hire, with or without meals but does not include a hotel, hospital, nursing home, home for the young or the aged or institution if the hotel, hospital or institution is licensed, approved or supervised under any general or special Act.

SCHEDULE L1 TO BY-LAW NO. 395-2004

LODGING HOUSES

Licencing

1. In this Schedule,

   (1) “Operator" shall mean the person to whom a licence is issued under this Schedule and a licence may be issued to a person who alone or with others, operates, manages, supervises, runs or controls a lodging house;

   (2) "physical restraints" shall mean and include devices, materials, or equipment that are attached or adjacent to a person and that prevent free bodily movement to a position of choice.
APPENDIX E

Excerpts from By-law 395-2004 (A BY-LAW RESPECTING THE LICENSING AND REGULATION OF VARIOUS BUSINESSES) - Passed the 13th day of December, 2004

2. A lodging house licence may be issued by the Licence Commissioner for one or both of the following classifications:

   (1) CLASS 1. Where the operator provides no assistance to the resident in caring for their health and for their personal needs, including washing, dressing or eating.

   (2) CLASS 2. Where the operator provides assistance to the resident in caring for their health and for their personal needs including washing, dressing or eating.

3. (1) No operator of a lodging house shall admit, re-admit or transfer into that lodging house any person who is or should be deemed eligible for placement in a Long-Term Care Facility as an insured person under the Health Insurance Act.

   (2) Where a person is a resident of a lodging house and subsequently is deemed eligible for placement in a Long-Term Care Facility, such person may remain until a place is available in a Long-Term Care Facility provided that the services of a licensed, registered nurse is made available to such person as directed by the person's attending physician.

   (3) Each lodging house operator shall as they become aware of lodging home clientele being in need of placement in a Long-Term Care Facility, make sure the resident is referred for assessment by Placement Co-ordination Services.

   (4) The operator shall ensure that an assessment of the functional ability of each resident be done by a direct care giver on an approved form at least every six (6) months. A record of such assessments shall be kept in the resident's personal file and be brought to the attention of the attending physician.

   (5) The operator shall ensure that all residents of lodging houses have an annual review by a physician which includes an examination of physical and mental status and assessment of functional ability in order to determine appropriate placement, and if as a result of the medical review, a person is found to require a higher level of care than can be provided in the lodging house but is not eligible for placement in a Long-Term Care Facility (e.g. transients and visitors), or the client (or family) refuses appropriate placement recommended by the physician or Placement Co-ordination Services, then such person may remain in the lodging house, provided that:

       (a) the services of a licence registered nurse is made available to such persons if directed by the person's attending physician, and
APPENDIX E

Excerpts from By-law 395-2004 (A BY-LAW RESPECTING THE LICENSING AND REGULATION OF VARIOUS BUSINESSES) - Passed the 13th day of December, 2004

Page 3 of 7

(b) the resident's status is reviewed by the physician monthly to determine the level of care needed and being received, and to make further recommendations regarding placement.

4. No person dependent on a wheelchair shall reside in a lodging house unless such accommodation is wheelchair accessible in respect to entrance/exist, bedroom, bathroom, and dining room.

PART I

RELATING TO OPERATORS OF ALL LODGING HOUSES

5. Every applicant for a licence to operate a Lodging House shall include in their application a statement setting forth:

(1) name and address of the applicant and the owners;

(2) address of lodging house for which licence is sought;

(3) in the event that the applicant does not intend to reside in the City of Windsor, they shall file a "Consent of Agent" (Form 2).

(4) maximum number of occupants and number of rooms available for purposes of the lodging house;

(5) number of separate showers, bathtubs (with or without showers), washbasins, water closets and sinks in the premises;

(6) number of meals to be served each day to each occupant and location and capacity of premises to be used for dining purposes;

(7) a floor plan in duplicate of such premises showing measurements and designation of each room, provided that it shall not be necessary to submit such floor plan if the application is for a renewal of a licence held in the previous year for the same premises, and if such application states that there has been no change in the number, location, size and use of the rooms in such premises since the time of issue of the former licence.

6. No licence shall be issued to an operator of a lodging house until the Licence Commissioner has been furnished with the following:

(1) a letter from the Chief Building Official or their representative stating that the building and structure is in compliance with the requirements of the Building
**APPENDIX E**

**Excerpts from By-law 395-2004** *(A BY-LAW RESPECTING THE LICENSING AND REGULATION OF VARIOUS BUSINESSES) - Passed the 13th day of December, 2004*

*Code Act,* and the lands intended to be used by the applicant as an operator comply with the relevant Zoning By-law of the City of Windsor;

(2) verification from the Chief Fire Official that the building and structures intended for use by the applicant as an operator comply with the *Fire Protection and Prevention Act,* and any other applicable regulations; and

(3) a letter from the Medical Officer of Health stating that the facilities in the building to be used as a lodging house comply with the provisions of the *Health Protection and Promotion Act,* and regulations passed there under as amended from time to time; and

(4) a letter from Electrical Safety Authority stating that the condition of the electric wiring and electrical fixtures in such building are satisfactory, and setting out any recommendations in connection therewith; and

(5) the original results of a criminal record check for the applicant and agent of the lodging house, from each jurisdiction in Canada in which the applicant and agent have been resident during the prior 365 days that is satisfactory in form and content to the Licence Commissioner. The criminal record check must be dated no more than thirty (30) days prior to the application for a licence. *(Amended By-law 13-2012 dated January 23, 2012)*

8. Every licence issued hereunder shall set out:

(1) name and address of the operator;

(2) name of the operator's agent and their address, who will reside permanently in the City of Windsor, where the operator does not reside in the City of Windsor;

(3) address of licensed premises;

(4) maximum number of occupants and number of rooms available.

9. If, at any time after the issuance of a licence the operator, or their agent as the case may be, cease to reside in the City of Windsor, the operator shall within seven (7) days of such cessation file with the Licence Commissioner the signed consent on the form attached hereto as Appendices “A” and “B” of some other person who is a permanent resident of the City of Windsor, as agent of the operator. Upon receipt of such consent the Licence Commissioner shall issue a certificate indicating the change aforesaid. The operator and the agent shall forthwith notify the Licence Commissioner in writing of a change of the residence address or telephone number of the operator and agent.
10. Every licence and certificate issued hereunder shall be displayed in a prominent place in the main entrance way of the premises for which they are issued and such licence shall not be transferable.

11. Where the operator has appointed some person as agent and the signed consent of such person has been submitted to the Licence Commissioner as aforesaid, such person shall for the purposes of this by-law be deemed to have full authority to act as agent of the operator in the operation of the licensed premises, and shall be equally responsible with the operator for any violation of the regulations contained herein.

12. No person licensed to operate a lodging house under this Schedule shall permit a person to occupy for sleeping purposes, any cellar or any space used as a lobby, hallway, closet, bathroom, laundry, stairway or kitchen in compliance of the Property Standards By-law as amended.

13. No person licensed to operate a lodging house under this Schedule shall permit a room used for sleeping purposes to have less than 64.5 square feet per person for single occupancy and 43 square feet for multiple occupancy. The minimum height of the room shall be 7'-7" over at least 50% of the required area or 6'-11" over all of the required area. Any part of the floor having a clear height of less than 4'-7" shall not be considered in computing the required floor area.

14. No person licensed to operate a lodging house under this Schedule shall permit a room to be used for sleeping purposes unless it contains a window or window openings directly to the outside air, having an area equal to or not less than 5% of the floor area of the room and having an unobstructed openable ventilation area to the outdoors of 1.5 square feet per occupant, unless such room is otherwise ventilated by mechanical means in accordance with the regulations made under the Building Code Act 1992, and any regulations passed there under.

15. No person licensed to operate a lodging house under this Schedule shall permit any cooking appliances of any kind and no gas or oil-fire heating appliances other than those specifically designed and authorized by the regulations made under The Building Code Act 1992, to be installed or maintained in any room used for sleeping purposes save and except decorative appliances.

16. No person licensed to operate a lodging house under this Schedule shall permit the use of physical restraints upon any person who is a resident in the lodging house.

17. The operator shall maintain the lodging house in a clean, safe and sanitary condition at all times, and without limiting the generality of the foregoing, shall:

(1) keep the cellar or basement of the building well drained and ventilated;
APPENDIX E

Excerpts from By-law 395-2004 (A BY-LAW RESPECTING THE LICENSING AND REGULATION OF VARIOUS BUSINESSES) - Passed the 13th day of December, 2004

(2) keep the lodging house weatherproof and free from dampness;
(3) keep all heating equipment in good repair;
(4) remove all rubbish, garbage, ashes, any flammable material and other debris and shall ensure that the premises are kept free of vermin, insects, and other pests;
(5) not permit the use of any bathroom for laundry purposes; and
(6) maintain heat in the premises in compliance with the provisions of the Property Standards By-law of the Corporation of the City of Windsor as may be amended from time to time.

18. A bedroom for a resident in a lodging house shall be furnished so that:
   (1) all beds are at least 0.91 metres apart;
   (2) no part of any bed overlaps an unprotected source of heat, a window or a door;
   (3) each bed is sheltered from draft; and
   (4) each bed is provided with an individual light that is suitable for reading.
   (5) Where the lodging house is established after September 1st, 1982, the operator shall ensure that the bedrooms shall be furnished in a manner so that each bed is not more than two deep from a window.

19. A secure area in the lodging house shall be provided for the personal belongings of the resident if necessary.

20. Food preparation areas must comply with the Food Premises regulations made under the Health Protection and Promotion Act.

21. The Chief Building Official, the Medical Officer of Health, the Chief of Police the Licence Commissioner and the General Manager of Social Services where the facilities lodge residents under a lodging house agreement, or their appointed representatives, shall be permitted to enter any lodging house at any reasonable time for the purpose of inspecting the premises and/or records referenced in this by-law, and no person shall prevent or obstruct any of such officials from so entering the premises and shall notify the Licence Commissioner of any major deficiencies.

22. The operator shall post in a conspicuous location in the Lodging house, a sign provided
by the Licence Commissioner that shall describe the principle services provided by the lodging house, and which sign shall indicate whether the lodging house possesses a Class 1 or Class 2 lodging house licence.

23. All new applications for a lodging house shall be of barrier free design in accordance with the Building Code Act, and the regulations passed there under.

**FIRE SAFETY:**

24. (1) The operator shall ensure that a fire safety plan is prepared, approved and implemented in accordance with Section 2.8 Emergency Planning of the Ontario Fire Code.

(2) The operator shall ensure that an annual inspection is conducted to:

   (a) ensure compliance with the Ontario Fire Code and any other applicable regulations;
   (b) review the fire safety plan for updating and compliance.

25. The operator shall have the heating equipment and chimneys inspected at least once every twelve (12) months between June and September to ensure that they are safe and in good repair.

26. Rules shall be prepared and posted and remain posted in a conspicuous place in the "main hall" of the lodging house governing the smoking of tobacco and the said rules shall provide that such smoking is prohibited in a bedroom, except when supervision is provided.

27. All vertical shafts, dumb waiters, laundry chutes, rubbish chute and every other shaft shall be enclosed with material having a fire-resistance rating in accordance with the Building Code Act 1992.
APPENDIX F - CONSULTATIONS

Comments from Municipal Departments & External Agencies

CANADA POST – Bruno Desando, Nov. 16, 2017
Canada Post has no comments for the attached application.

PROPERTY ASSESSMENT – Jose Mejalli, Oct. 18, 2017
We have no objection to the added use: lodging house.

ENWIN UTILITIES (Water Engineering) – Cecile Girard, Oct. 24, 2017
No objection.

ENWIN UTILITIES (Hydro Engineering) - Cecile Girard, Oct. 24, 2017
Has no Objections.

VIA RAIL CANADA – John Walsh, Oct. 24, 2017
VIA Rail Canada has no comments or concerns regarding the subject application.

WINDSOR POLICE SERVICE - Barry Horrobin, Oct. 24, 2017
The applicant is proposing to convert the existing building into a rooming house. While we are not outright opposed, a land use of this nature at this particular location raises a number of concerns for us. First and foremost, the property is situated within the Ford City Business Improvement Area (BIA), an area that is geared more toward commercial land uses that support the surrounding neighbourhood. This is a residential-oriented use that would be occupying prime lands more suitable for commercial development. The use itself could be better accommodated within this same neighbourhood if it was not situated on such a commercial-oriented site. A tremendous amount of work has been undertaken over the past several years to revitalize Ford City, with many successes having been realized. Economic growth, particularly commercial expansion in the BIA, is an important aspect of the area's overall growth and revitalization. Changing the zoning of prime parcels of commercial property to permit non-commercial uses is counter to all the work that has been building in this neighbourhood over the past several years.

There are also concerns about the onsite monitoring, if any, of the rooming house activities. The application proposes a "peer support recovery rooming house"; the nature of which (from the name) implies some element of risk if it does not have proper built in controls to regulate the functioning of the building. The Official Plan also requires uses of this nature to have proper amenity space provided for those who reside there and that does not appear to be the case with this location. All in all, the general land use itself is not so much the concern here but rather the location being contemplated is. The safety and well being of rooming house occupants would also be better served by pursuing this use in an area more residential in its overall context. We are not in support of the application at this location, particularly without some assurances as to how its operation is to be regulated.
TRANSPORTATION PLANNER – Juan Paramo, Oct. 25, 2017

- Schedule X of the Official Plan classifies Drouillard Road as a Class I Collector road with a required right-of-way width of 16.5 metres. The current right-of-way width is 16.5m; therefore a land conveyance is not required.

- All accesses shall conform to the TAC Geometric Design Guide for Canadian Roads and the City of Windsor Standard Engineering Drawings (AS-203 and AS-204).

- All exterior paths of travel must meet the requirements of the Accessibility for Ontarians with Disabilities Act (AODA).

- The minimum required accessible parking spaces should be provided on the subject property.

- The minimum required bicycle parking spaces should be provided on the subject property.

PLANNING POLICY DIVISION – Simona Simion, Nov. 1, 2017
Planning Policy staff researched the policies of the Bylaw 8600, City of Windsor Official Plan (OP) Volume I: The Primary Plan and Provincial Policy Statement 2014 policies. The applicable policies are listed in the attached file.

The proposed development is consistent with the policies of the Provincial Policy Statement/ City of Windsor Official Plan and constitutes good planning.

No concerns with development or rezoning.
I’m assuming this would be licensed as a Class I lodging home and would require annual inspections.

LANDSCAPE ARCHITECT – No comment received.

UNION GAS – No comment received.

ENVIRONMENTAL SERVICES – No comment received

ENGINEERING & GEOMATICS – Josie Liburdi & Patrick Winters, Nov. 6, 2017
(See memo below)
APPENDIX F - CONSULTATIONS

Memo

Date: October 27, 2017
To: Planning Department, Attention: Justina Nwaesei
From: Development, Projects, & Right-of-Way
Subject: 1052 Drouillard
Roll #010-100-09200
Z-024/17; ZNG/5284

We have reviewed the servicing requirements of the subject lands relative to this zoning amendment application and have the following comments:

Currently, 1052 Drouillard Road is zoned Commercial District 2.2 (CD2.2). The applicant is proposing an amendment to permit a lodging house, as additional permitted uses at 1052 Drouillard Road.

Sewers
The site may be serviced by a 1050mm diameter reinforced concrete storm sewer and 525mm diameter sanitary sewer located on Drouillard Road.

Right-of-Way
Drouillard Road is classified as a Class I Collector Road. The current right-of-way width is 16.50 metres. The Schedule X required 16.50 metres right-of-way; there a land conveyance is not required.

The alley east of the subject property is a paved alley which will be used for access. Alley contribution will be required.

No redevelopment, expansion or exterior changes are proposed for the site at this time, should that change appropriate permits will be required from Public Works.

In summary, we have no objections to the proposed rezoning application, subject to the following requirement:

Alley Contribution-The owner agrees, prior to the issuance of a Building Permit, to contribute the sum of $1000.00 payable to the City of Windsor and deposited in the General Fund intended for the upkeep of alleys within the City of Windsor.

If you have any further questions or concerns, please contact Josie Liburdi, of this department at 519-255-6100, ext. 6145.

Patrick Winters
Development Engineer

JL

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

October 30, 2017

Justina Nwaesei
City of Windsor Planning Department

Subject: Amendment to Zoning By-Law Roll Number 010-100-09200 1052 Drouillard Road

Ms. Nwaesei:

The Ford City Business Improvement Area is vehemently opposed to the rezoning of 1052 Drouillard Road as applied for by Julie Lynn Appleby on October 17, 2017, File No. Z-024/17;ZNG/5284.

The location of the proposed rezoning is within the Ford City Business Improvement Association, which is a business district, not residential. For many years now, the BIA has been endeavouring to revitalize this business district by encouraging new businesses to make Ford City their choice to establish their venture. In the past, Drouillard Road was a hub of business activity, which unfortunately went into decline, but is now becoming a place of interest for “business” owners. It has always been a business corridor.

The Board of Directors of Ford City Business Improvement Association is working diligently to restore this business community with the assistance of the Community Improvement Plan, which should be approved by early 2018. In December we held Strategic Planning Sessions with the business and property owners to outline the direction of our revitalization. None of these plans included a “dry house”, and will not in the future as Ford City BIA is not an appropriate location for such an endeavour. A residential area is better suited for this purpose. We feel strongly that even though the intent of the house is positive, it does not belong within our business district.

We have noticed renovations currently taking place at 1052 Drouillard and this information has been brought to your attention by another source. All such renovations should cease immediately and the Building Department will be advised.

In closing, The Ford City Business Improvement Association objects in the strongest terms to the establishment of a “dry House” at 1052 Drouillard Road or any other location within our Business Improvement boundaries, and requests that the Rezoning Application be denied.

Please feel free to contact me for any additional information or clarification at 519 962-1852 or by e-mail at bscheuerman@cogeco.ca.

Regards

Bridget M. Scheuerman
Executive Director

1076 Drouillard Road • Windsor ON • N8Y 1W2 • 519-974-3500 • www.fordcity.ca
October 23, 2017

Ms. Justina Nwaesei, Planner II – Development Review
City of Windsor, Development Services
Suite 404, 400 City Hall Square East
Windsor ON, N9A 7K6

Dear Ms. Nwaesei:

RE: Zoning By-Law Amendment Z-024-17
1052 DROUILLARD RD
ARN 373901010009200; PIN: 010950068
Applicant: Julie Appleby

The following is provided for your information and consideration as a result of our review of Zoning By-Law Amendment Z-024-17. The applicant is requesting to amend the zoning to add "lodging house" as a permitted use on the subject site.

NATURAL HAZARD POLICIES OF THE PPS, 2014

We have reviewed our floodline mapping for this area and it has been determined this site is not located within a regulated area that is under the jurisdiction of the ERCA (Section 28 of the Conservation Authorities Act). As a result, a permit is not required from ERCA for issues related to Section 28 of the Conservation Authorities Act, Development, Interference with Wetlands and Alteration to Shorelines and Watercourses Regulations under the Conservations Authorities Act, (Ontario Regulation No. 158/06).

WATER RESOURCES MANAGEMENT

Our office has reviewed the proposal and has no concerns relating to stormwater management.

NATURAL HERITAGE POLICIES OF THE PPS 2014

The subject property is not within or adjacent to any natural heritage feature that may meet the criteria for significance under the Provincial Policy Statement (PPS 2014). Based on our review, we have no objection to the application with respect to natural heritage policies.

FINAL RECOMMENDATION

We have no objections to this Zoning Amendment.
APPENDIX F - CONSULTATIONS

Ms. Nwaesei
October 23, 2017

If you have any questions or require any additional information, please contact the undersigned.

Sincerely,

[Signature]

Corinne Chiasson
Resource Planner
/cor
Ford City Neighbourhood Renewal
Ford City Residents in Action
1055 Drouillard Road Windsor, On N8Y 3T2
519-915-9583

Att: Justina Nwaesei, City of Windsor Planning Department

Subject: Amendment to Zoning By-Law Roll Number 010-100-09200 1052 Drouillard Road

Please accept this letter on behalf of the Ford City Neighbourhood Renewal, a United Way funded neighbourhood revitalization strategy of Drouillard Place and on behalf our affiliated organization Ford City Residents in Action, a volunteer citizen run resident committee focused on the improvement of the Ford City neighbourhood.

Together we stand in agreement that the application in question to amend the zoning of the property to include “recovery rooming house (lodging house)” as a use would be a step backwards for the neighbourhood and we are in opposition to the amendment. We respectfully recognize that this type of service is needed in the Windsor-Essex community given the recent information about the impact of addiction on our region, but the main business corridor of a revitalizing neighbourhood is not the place for a treatment facility. This amendment would counter the hard work of Drouillard Place, the Ford City BIA, the Ford City Neighbourhood Renewal, the Ford City Residents in Action and the Ford City Redevelopment Committee who have all strived for the revival of the neighbourhood and its commercial core.

There is a great interest across committees to protect and re-populate the commercial strip on Drouillard so that the residents and community members have access to retail/services that make the neighbourhood attractive, desirable, safe and convenient. Most recently a campaign was executed in 2015 called “I Wish This Was” where stickers were put on several buildings and vacant lots in the 1000 block and people were asked to fill in what they want, of 832 responses no one mentioned a “recovery rooming house” or a lodging house (See Attachment A).

The application states that they would use the site as a “Lodging House”, in the definition section of by-law 8600 lodging houses are defined under the definition of dwelling. Permitting the entire site to be used as a dwelling is counter to the Mixed Use Official Plan definition. "LODGING HOUSE means a dwelling in which a minimum of four persons, not including staff, are provided with lodging for hire, with or without meals.” A lodging house is not consistent with the objectives of a Business Improvement Area or character of a commercial main street as it takes away the opportunity for retail or commerce. To grant a
minor variance it must be consistent with the character of the area and as a commercial main street a lodging house runs counter to that character.

It is very important to the revitalization of the area to maintain the character as a business area especially considering that the area is currently revitalizing. The 1000 block is experiencing a surge of new business investment. In total 6 new commercial businesses have opened since 2013. Standard Printing opened in 2013 at 1076 Drouillard, Michael Difazio Reclalm Artistry in 2014 at 1023 Drouillard, Li’s Sushi Food Store in 2016 at 1050 Drouillard, Einstein Edibles in 2016 at 1067 Drouillard, Ford City Financial in 2017 at 1091 Drouillard and Merch Runners in 2017 at 1084 Drouillard. The owners of F&B restaurant in Walkerville announced on October 24th 2017 that they will be opening a restaurant at 1000 Drouillard Road in January 2018.

Looking at the Planning Act it requires a rezoning cannot be permitted if it conflicts with the official plan designation. The area in question is “Mixed Use” by official plan designation. "The lands designated as “Mixed Use” on Schedule D: Land Use provide the main locations for compact clusters of commercial, office, institutional, open space and residential uses. These areas are intended to serve as the focal point for the surrounding neighbourhoods, community or region. As such, they will be designed with a pedestrian orientation and foster a distinctive and attractive area identity.” It is our position that a lodging house goes against the area’s distinctive identity. It is important to recognize that within the OPD under Form of Mixed Use Areas it says "a) Mixed Use Corridors which occupy linear street frontages with commercial, institutional and open space uses located immediately adjacent to the public right-of-way and residential uses located above grade. It is our position that since a Lodging House is defined as a type of dwelling that permitting it as a primary use in a mixed use commercial corridor violates the official plan’s definition of form.

In addition to the mismatch between “Mixed Use Corridors” and “Lodging House” use it is important for this committee to recognize that the City of Windsor is currently undertaking a study for the purposes of producing a Community Improvement Plan for the Ford City Neighbourhood. To permit this rezoning is to undermine the current efforts of the City to pursue the Commercial revitalization of Drouillard Road. It is also to undermine the 7 years of work undertaken by the Ford City Neighbourhood Renewal program in partnership with the Ford City BIA and Ford City Residents in action that has already encouraged multiple businesses to locate there.

Finally we would like to offer a point of correction to the application. Under “Existing Use” the applicant writes “Youth Resource Centre for Drouillard Place”. The actual use over the past four years was office space for the Ford City Neighbourhood Renewal for 7.5 hours a day Mon-Fri on the main and upper floor of the building. The Drouillard Place Teen Centre only operated for 4 hours a day Mon-Thursday. The main use of the building was office space.
Thank you for reading our comments on the application put forth by 1052 Drouillard for the zoning amendment to include a lodging house use. We look forward to reading the city's report on the request and appearing at the Planning Standing Committee meeting to voice our concerns. We formally request to be put on the notification list for this report and meeting.

Best regards,

Karlene Nielsen,
Community Coordinator, MSW
Ford City Neighbourhood Renewal

Gillian Benoit- Gonzalez
Chair,
Ford City Residents in Action
**APPENDIX F - CONSULTATIONS**

**ATTACHMENT A**

**I WISH THIS WAS**

**FORD CITY neighbourhood renewal**

<table>
<thead>
<tr>
<th>Service</th>
<th>Count</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wished for food services</td>
<td>309</td>
<td>32%</td>
</tr>
<tr>
<td>Wished for retail services</td>
<td>233</td>
<td>25%</td>
</tr>
</tbody>
</table>

392 households were received. Eight hundred thirty-two responses received. 1 response read. I wish this was respected.

Contact the Ford City Neighbourhood Renewal for more information or space.

This image represents the most popular results of the Ford City I Wish This Was Campaign. The remaining results with multiple responses were, in order of popularity, public space, personal services, entertainment and community outreach. Some responses were inappropriate or illegible and were therefore not included. While ‘respected’ was only one response, it represents the sentiment of other responses and we believe everyone can agree they want their neighbourhood to be respected. For more detailed results contact the Ford City Neighbourhood Renewal.
APPENDIX F-1: ADDITIONAL COMMENTS REC’D

FIRST COMMENT:

From: Marina Clemens [mailto:mclemens@drouillardplace.ca]
Sent: Wednesday, October 25, 2017 9:47 AM
To: Nwaesei, Justina
Subject: 1052 Drouillard Rezoning

Please find attached Drouillard Place’s comments on this request for rezoning of 1052 Drouillard. Please keep us informed if and when this application will go to the Standing committee.

Thanks,
Marina

“No human interaction is neutral;
it is either Healing or Wounding”

Dr. B Mount

Proud Funded Partner of

United Way Centraide
Windsor-Essex County
October 25, 2017

To: Justina Nwaesei, Planner 11

From: Marina Clemens, Executive Director, Drouillard Place

RE: Request for Re-Zoning of 1052 Drouillard Rd

The building known as 1052 Drouillard Road has a long history within the Drouillard neighbourhood. Dr. George ran his medical practice for years out of that building and upon Dr. George’s death, Dr. P Loebach purchased the medical practice and he did occupy the upstairs where there was one bedroom, a small kitchen and a bathroom. Dr. Loebach sold the building to the AID’s committee who then ran the Methadone clinic for 10 years, then ran a Women’s Drop In Centre for a few years and then the building sat vacant until July of 2014 when Drouillard Place rented the space for its Teen Drop In Centre and Ford City Neighbourhood Renewal office space. All these uses were permitted under the Zoning of CD2.2.

We were given notice this past August that the AID’s committee was looking to sell the property, we met with both the AID’s committee and the potential new owner once at the site for them to look at the property. There has been no consultation by the new owner to Drouillard Place, the BIA, the surrounding residents and other service providers in the area to inform them about the new proposed use for 1052 Drouillard.

Having read the By-Law Amendment which quotes the provincial policy statement 2014 which specifies social, health and well-being of recipients and the city of Windsor’s Official plan which mentions “Healthy Community” and a “Safe Environment” which means to recognize the needs of the community in terms of shelter and support services, we would add the following comments:

1. The community’s perception of a “Peer Support Recovery Rooming House” may cause concern regarding safety and security as a rooming house means transitional with people coming and going at various stages of recovery and if run mostly by volunteers, this could be viewed as very risky to families with children who pass the building every day on their way to school and/or other amenities within the neighbourhood.
2. To our knowledge of being located in the area for the past 37 years, 1052 has never been used as a residence on the main level. This is prime commercial space and fits into the anticipated overall CIP plan for the Drouillard area that is being worked through with the BIA, the Planning department, Residents, area Councillor and Drouillard Place.
3. What the owner is proposing will not provide permanent long term housing but rather a "Lodging House" which both the planning department and city council have struggled to govern and produce by-laws that meets the standard for council to approve. This was on council's agenda a few weeks ago and was once again deferred.

4. Government housing funding such as the IAH program has within its guidelines for applicants that any residential component must not be on the ground level. These guidelines are following sound planning decisions that most cities around the province adhere to and support.

5. The 900 and 1000 block of Drouillard road have always been designated as the prime commercial area and over the past number of years the community and especially the BIA have worked diligently to bring new business to those two blocks. Over the last few years, we have seen five new businesses open and flourish and certainly the hope was that 1052 would remain commercial and we would see another business open in the 1000 block.

In closing, Drouillard Place respects and applauds the desire of the new owner to open a "Peer Support Recovery Place", however in educating ourselves on the term "Dry House" and the location of some other houses within the city that offer the same peer support service and lodging all of them are within existing residential homes and not within a designated BIA or a commercial corridor.

Respectfully submitted on behalf of Drouillard Place
1102 Drouillard Road
Windsor ON N8Y 2R1

[Signature]
APPENDIX H – Draft By-law

BY-LAW NUMBER -2018

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

Passed the day of , 2018.

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 paragraph:

   “355. For the lands comprising of Lot 26 on Registered Plan 619, situated on the East side of Drouillard Road, between Whelpton Street and Richmond Street; municipally known as 1052 Drouillard Road, a “lodging house” shall be additional permitted use within the existing building on the subject land [ZDM 6; ZNG-5284]”

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:

<table>
<thead>
<tr>
<th>Item Number</th>
<th>Zoning District Map Part</th>
<th>Lands Affected</th>
<th>Official Plan Amendment Number</th>
<th>Zoning Symbol</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>6</td>
<td>Lot 26 on Registered Plan 619 (located on the East side of Drouillard Rd, between Whelpton Street and Richmond Street; municipally known as 1052 Drouillard Rd)</td>
<td>n/a</td>
<td>S.20(1)355</td>
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DREW DILKENS, MAYOR

CLERK

First Reading - , 2018
Second Reading - , 2018
Third Reading - , 2018
1. By-law _________ has the following purpose and effect:

To amend the zoning of the land located on the East side of Drouillard Rd, between Whelpton Street and Richmond Street, described as Lot 26 on Registered Plan 619, municipally known as 1052 Drouillard Road, by adding a “lodging house” to the list of permitted uses on the subject land.

This amendment limits the lodging house use to the existing building; thereby promoting and encouraging the re-use of the subject building.

2. Key map showing the location of the lands to which By-law ________ applies.
Subject: Proposed Zoning By-law Amendment

– 143311, 1722912 & 1495623 Ontario Incorporated, Part of Lot 13, Concession 6, City of Windsor, designated as Parts 9 to 18 inclusive 12R-20103 – Z-029/17 [ZNG/5359]; Ward 9

Reference:
Date to Council: 01/22/2018
Author: Thomas J. Cadman, MCIP, RPP
Planner III, Subdivisions
519 255-6543 ext 6457
tcadman@citywindsor.ca

Planning & Building Services
Report Date: 12/12/2017
Clerk’s File #: ZB/13033

To: Mayor and Members of City Council

Recommendation:

I THAT Zoning By-law 8600 BE AMENDED by deleting and replacing Section 20(1)118 as follows:

“118. For the lands comprising of Part of Lot 13, Concession 6, designated as Parts 9 to 18 inclusive, Plan 12R-20103, situated on the north side of Holburn Street between Sixth Concession Road and Ducharme Street, the following additional regulations shall apply:

1. Front yard depth – minimum 4.50 m
[ZDM 13; ZNG/4965; ZNG/5359]"

II THAT Council AUTHORIZE REIMBURSEMENT of application fees, in the amount of $3,915.00, to the applicant.
Executive Summary:

N/A

Background:

A regulation was imposed by the City to limit the distance a garage wall can protrude past the main wall of a dwelling as part of applications for Draft Plan of Subdivision (SDN 002/16 [SDN-4967]) and Zoning By-law Amendment (Z-015/16 [ZNG/4965]), for lands located on the north side of Holburn Street, between Sixth Concession Road and Ducharme Street. This additional regulation was recommended by the Planning Department. Planning Heritage and Economic Development Standing Committee (PHEDSC) endorsed that recommendation to City Council. City Council approved that recommendation by including a limit to the distance a garage wall can protrude past the main wall of a dwelling as part of the Zoning By-law Amendment (By-law 112-2017).

However, on August 8, 2017, Council adopted the following resolution (CR467/2017):

“That the report of the City Planner dated May 30, 2017 regarding Response to CQ51/2016 – Regarding alteration of existing by-laws in an effort to minimize or eliminate the development of “snout houses” as suggested by Windsor Police Services BE NOTED AND FILED; and

That administration MEET with Mr. Jean to determine the most efficient way to offset costs of Planning Application(s) to ease restrictions related to Thrust Garages in Mr. Fayez's Howard Avenue development, or whatever other options he has available to him that might incur costs.”

Administration subsequently prepared an amending by-law adopted by Council that removed the regulation limiting the distance a garage wall can protrude past the main wall of a dwelling, at no charge to the applicant (Mr. Fayez).

Discussion:

Through the decision to “Note and File” the report relating to “Thrust Garages”, Council has indicated that no further action should be taken to limit thrust garages in the City of Windsor.

Administration advised the applicant that the most efficient way of removing the zoning restriction related to thrust garages for this development, would be for him to apply for an application to amend Zoning by-law 8600.

Based on the direction of Council through CR467/2017, the applicant has also requested that fees associated with this application be reimbursed (refer to Appendix D).

A draft By-law to remove the regulation limiting the distance a garage wall can protrude past the main wall of a dwelling related to the lands that were the subject of Z 015/16 (ZNG-4965 - By-law 112-2017) is attached as Appendix "B".
Risk Analysis:

N/A

Financial Matters:
Administration is recommending that application fees, in the amount of $3,915.00 be reimbursed to the applicant.

Consultations:
Wira Vendrasco, Deputy City Solicitor
Don Wilson, Manager of Development Applications
Thom Hunt, City Planner

Public Notice
Notice of the Public Meeting as required by the Planning Act was advertised in the Windsor Star. A courtesy notice was mailed to all residents and property owners within 120 metres of the subject parcel.

Conclusion:
Council has indicated that no further action should be taken to limit Thrust garages in the City of Windsor.

Since Council also directed Administration to determine the most efficient way to offset costs of Planning Application(s) to ease restrictions related to Thrust Garages for Mr. Fayez’s Howard Avenue development, it would only be fair to address this development in a similar manner by having an amending by-law prepared and adopted by Council, at no charge to the applicant.

Therefore, Administration is recommending approval of the proposed rezoning amendment and that application fees, in the amount of $3,915.00 be reimbursed to the applicant.

Planning Act Matters:
Thomas J. Cadman, MCIP, RPP

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

Don Wilson, MCIP, RPP        Thom Hunt, MCIP, RPP

Manager of Development Applications        City Planner

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

SAH        OC
**Approvals:**

<table>
<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>T. Hunt</td>
<td>City Planner</td>
</tr>
<tr>
<td>W. Vendrasco</td>
<td>Deputy City Solicitor</td>
</tr>
<tr>
<td>S. Askin-Hagar</td>
<td>City Solicitor</td>
</tr>
<tr>
<td>O. Colucci</td>
<td>CAO</td>
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**Notifications:**

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<thead>
<tr>
<th>Name</th>
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<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>143311, 1722912 &amp; 1495623 Ontario Inc.</td>
<td>5335 Outer Drive, Tecumseh, ON N9A 6J3</td>
<td><a href="mailto:haider@habibhomes.com">haider@habibhomes.com</a></td>
</tr>
</tbody>
</table>

**Appendices:**

1. Appendix A - Agency Comments
2. Appendix B - Draft By-law
3. Appendix C - Maps
4. Appendix D - Reimbursement Request
APPENDIX A
COMMENTS FROM DEPARTMENTS AND EXTERNAL AGENCIES

PWD – ENGINEERING - DEVELOPMENT, PROJECTS & RIGHT-OF-WAY:

From: Winters, Patrick
Sent: Wednesday, December 13, 2017 12:01 PM
To: Cadman, Thomas
Cc: Pillon, Adam; Perissinotti, Robert

Hi Thom – As discussed we have no objection.

Patrick Winters,
Development Engineer

PWD - TRANSPORTATION PLANNING:

A regulation was imposed by the City to limit the distance a garage wall can protrude past the main wall of a dwelling (1.2m) as part of applications for Draft Plan of Subdivision (SDN 002/16 [SDN-4967]) and Zoning By-law Amendment (Z-015/16 [ZNG/4965]), for lands located on the north side of Holburn Street, between Sixth Concession Road and Ducharme Street. This additional regulation was recommended by the Planning Department. Planning Heritage and Economic Development Standing Committee (PHEDSC) endorsed that recommendation to City Council. City Council approved that recommendation by including a limit to the distance a garage wall can protrude past the main wall of a dwelling as part of the Zoning By-law Amendment (By-law 112-2017).

Through the decision to “Note and File” the report related to “Thrust Garages”, Council has directed that no action should be taken to limit Thrust Garages in the City of Windsor. The proposed By-law would remove the regulation limiting the distance a garage wall can protrude past the main wall of a dwelling (1.2m), imposed in anticipation of broader implementation of limits on “Thrust Garages”.

- Schedule X of the Official Plan classifies Holburn St and Ducharme St as a Class II Collector road with a required right-of-way width of 22 metres. The current right-of-way width is sufficient; therefore a land conveyance is not required.

- A gratuitous land conveyance for a 4.6m x 4.6m corner cut-off is required at the intersections of Ducharme Street and Holburn Street as per the Official Plan.

- As a condition of this application, the owner shall agree that sidewalks are to be constructed at the owner's expense or contribute toward future construction. New sidewalks are to extend along the entire frontage of the subject property on Six Concession Rd. (Holburn St and Ducharme St part of subdivision agreement)

- Proposed Cul-de-Sac for Street “A” shall meet City of Windsor Standard Engineering Drawings AS-542-E and AS-545-A.

- All driveways shall conform to the TAC Geometric Design Guide for Canadian Roads and the City of Windsor Standard Engineering Drawings (AS-221 and AS-222).
• All exterior paths of travel must meet the requirements of the Accessibility for Ontarians with Disabilities Act (AODA).

WINDSOR POLICE SERVICES:

The Windsor Police Service does not object to the proposed amendment to the Zoning By-Law to remove the regulation limiting the distance a garage wall can protrude past the main wall of a dwelling to a maximum of 1.2 metres (thus preventing the creation of a “garage-thrusted” or “snout house” design). In saying this, we remain however principally opposed to removing the regulation because we feel strongly that it supports a safer overall residential design for neighbourhoods through greater natural surveillance capability per lot. This facilitates enhanced observation capability within neighbourhoods by property owners and those walking or driving through them, thereby allowing better opportunities to observe/witness and report suspicious activity to police. However, we certainly respect the decision City Council made recently to eliminate this regulation after a lengthy debate.

Barry Horrobin, B.A., M.A., CLEP, CMM-III  
Director of Planning & Physical Resources  
Windsor Police Service

WINDSOR FIRE & RESCUE SERVICES:

WFRS has no objection to removing the “thrust house” restriction.

John Lee | Chief Fire Prevention Officer  
Windsor Fire & Rescue Services

Parks and Facility Operations have indicated they have no concerns or objection to the proposal or have not responded.
APPENDIX ‘B’ – Draft By-law

BY-LAW NUMBER -2017

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

Passed the day of , 2017.

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 deleting and replacing the following paragraph:

“118 For the lands comprising of Part of Lot 13, Concession 6, City of Windsor, Parts 9 to 18, inclusive, 12R-20103, north of Holburn Street between Sixth Concession Road and Ducharme Street, the minimum front yard depth shall be 4.5 metres.

[ZDM 13; ZNG/4965; ZNG/5359]”

DREW DILKENS, MAYOR

CLERK

First Reading - , 2017
Second Reading - , 2017
Third Reading - , 2017
APPENDIX ‘C’

AERIAL MAP: Z-029/2017
ADDRESS: 0 HOLBURN STREET & 4177 DUCHARME STREET
SUBJECT LANDS (143311, 1722912 & 1495623 Ontario Inc.)
Draft Plan of Subdivision

Temporary Pumping Station

Temporary Emergency Access Across Lot 32
Zoning

REQUESTED ZONING

APPLICANT: 143311, 1722912 & 1495623 Ontario Inc.

SUBJECT LANDS Z-029/2017
APPENDIX ‘D’

EMAIL FROM APPLICANT

From: Haider Habib [mailto:haider@habibhomes.com]
Sent: Tuesday, November 21, 2017 5:09 PM
To: Cadman, Thomas
Cc: general@habibhomes.com
Subject: Zoning By-Law amendment fee - Helsinki Court

Hello Mr. Cadman,

Please accept this email as my request to have the minor zoning by-law amendment fee regarding Helsinki Court in Windsor refunded. The amount of $3915 was paid by 1722912 Ontario ltd to the City of Windsor on November 17, 2017.

Best Regards,

Haider Habib
Habib Homes/ Developments
Windsor Division
Office: 519-966-6200 ext: 6
Mobile: 519-818-1380
www.habibhomes.com
Subject: 4130 Franklin -023-17 (ZNG-5282) & OPA 116 (OPA-5283) Official Plan Amendment –Special Policy Area to Permit Residential Development -within 300m of a rail yard and Zoning By-law Amendment to permit the construction of Single unit and Semi detached Dwellings - Ward 5

Reference:
Date to Council: 1/22/2018
Author: Jim Abbs
Planner III - Subdivisions
519 255-6543 x6317
jabbs@citywindsor.ca
Planning & Building Services
Report Date: 11/15/2017
Clerk’s File #: ZB/12977 ZO/12978

To: Mayor and Members of City Council

Recommendation:
That the application to amend the City of Windsor Official Plan creating a site specific special policy area that would permit Residential Development within 300m of a Rail Yard BE APPROVED;

That an amendment to City of Windsor Zoning By-law 8600 changing the zoning of Lots 148 to 159 and Part of Lot 160, PLAN 796 at 4130 Franklin Street, (east side of Tourangeau Road, north of Franklin Street); from Institutional District (ID) 1.1 to Residential District (RD) 1.3 BE APPROVED;

That an amendment to City of Windsor Zoning By-law 8600 changing the zoning of Lots 161 to 166 and Part of Lot 160, Plan 796 and Lots 11 to 15, Part of Lot 10 and part of Closed Alley, Plan 892 from Institutional District (ID) 1.1 to Residential District (RD) 2.3 BE APPROVED.

Executive Summary:
N/A

Background:

Application Information:
Proposal:

The Applicant (Azar Holdings Ltd.) proposes to amend the City of Windsor Official Plan to create a special policy area that would permit the construction of residential units within 300 m of a designated Rail Yard.

As well, the application would amend Zoning By-law 8600 from Institutional District (ID) 1.1 to:

- Residential District (RD) 1.3 to allow development of single unit dwellings along the north part of the Tourangeau Road frontage of the site, and
- Residential District (RD) 2.1 to allow development of single-unit dwellings, duplex dwellings and semi detached dwellings along the south part of the Tourangeau Road frontage and the Rossini Boulevard frontage of the site.

The Owner of the property intends to construct 10 single detached (Lots 1-10) and 16 semi detached (Lots 11-26) dwelling units on the site of the former Our Lady of Lourdes School.
Figure 1: Development proposal

Figure 2: Lands to be Rezoned
Site Information:

<table>
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<tr>
<th>OFFICIAL PLAN</th>
<th>ZONING</th>
<th>CURRENT USE</th>
<th>PREVIOUS USE</th>
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<td>Residential</td>
<td>Institutional District (ID) 1.1</td>
<td>Vacant School</td>
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<td>LOT WIDTH</td>
<td>LOT DEPTH</td>
<td>AREA</td>
<td>SHAPE</td>
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<tr>
<td>80.1 m (Franklin)</td>
<td>193.1 m (Tourangeau)</td>
<td>0.88 ha</td>
<td>Irregular</td>
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All measurements are for the entire parcel and are approximate.

Neighbourhood Characteristics:

The subject site is located within an existing residential neighbourhood, made up of single detached residential units. A linear rail yard, identified as the George Yard in the City of Windsor Official Plan, is located to the north of the site. Although called a yard there is only one track and there are no industrial uses close by serviced by this track.

Municipal Parks are located to the east of the site (Chopin Park) as well as to the north of the Rail Yard (George Avenue Park, Francois Park).

Tourangeau Road, Franklin Street and Rossini Boulevard are all Local Roads surrounding the site that are well suited for residential development. Transit service is available 2 blocks south of the site on Seminole Street (+/-500 m) (Central 3) and to the north (+/-510 m) of the site on Wyandotte Street (Crosstown 2).
Discussion:

Planning Analysis:
Provincial Policy Statement (PPS) 2014:

The recommended site specific amendment to the City of Windsor Official Plan and Zoning By-law 8600 maintains land use compatibility and is consistent with the PPS, in that it encourages development in an existing growth area, the efficient use of existing infrastructure, and will provide additional housing opportunity in a stable residential neighbourhood.

Official Plan:

The City of Windsor Official Plan currently designates the site “Residential”. The uses proposed for the subject site conforms to the Residential designation.

The subject site is located within 300 m of a rail yard (George Yard). Section 7.2.8.9 does not permit development that requires a rezoning within 300 m of a rail yard. The proposed Site Specific policy will provide specific policy direction permitting residential development on this specific site.

Residential development is appropriate on this specific site because the surrounding area has over time, developed as a residential neighbourhood. The residential redevelopment of a surplus school site is an appropriate development and is compatible with the surrounding existing land uses.

Zoning By-Law:

The site is currently zoned ID1.1, consistent with the previous use as a school. The ID1.1 zone category does not permit residential uses; therefore a zoning bylaw amendment is required to permit the proposed uses.

The proposed RD1.3 zone will permit single unit dwellings on lots with a minimum width of 9m. This is the same zone category as the existing dwellings on the east side of Tourangeau Road. The Applicant is proposing lots that are 12.6 m wide, 3.6 m larger than the minimum.

The proposed RD2.1 zone will permit semi detached dwellings on 15m wide lots. The proposed Semi detached dwellings are a low density housing form, generally compatible with other low density housing forms, such as single detached and duplex dwellings. This form of housing supports municipal and provincial land intensification initiatives by encouraging the efficient use of land and existing infrastructure. The proposed semi detached dwellings will provide an additional housing type and additional choice in a mature residential neighbourhood.

OTHER ISSUES:

Proximity to Rail:

Via Rail has indicated that because of the intervening residential structures, a safety berm and Noise barrier fence will not be required, however, a noise and vibration study
must be undertaken and the mitigation measures recommended must be implemented. The applicant has undertaken that study and the results of the study indicate that the mitigation measures required are limited to the inclusion of warning clauses in agreements of purchase and sale, as well as including provision for forced air ducting to accommodate the future provision of air conditioning.

**Alley Closure:**

While not required for the completion of the development, the applicants’ concept plan indicates that part of Parcels 1-10 would be made up of part of the 14’ Alley on Registered Plan 892 (the easterly 7’ of Parcels 1-10, Figure1: Development Proposal). That 7’ portion of the alley is not currently closed, and at this time no application has been received to request closure of the Alley. Should the applicant wish to include a portion of the alley in the new parcels subject to this application, an application to close the alley must be made.

---

**Risk Analysis:**

N/A

**Financial Matters:**

N/A
Consultations:

Comments received from municipal departments and external agencies are attached as Appendix “A” to this report. There are no objections to the proposed amendment.

Public Notice: The statutory notice was advertised in the Windsor Star Newspaper and all properties within 120m (400 feet) of the subject parcel received courtesy notice by mail prior to the Planning, Heritage, and Economic Development Standing Committee (PHEDSC) meeting.

A public open house was scheduled by the applicant on December 1, 2017 at the John Atkinson Centre. Results from the open house are not available at the time of writing of the report, but will be made available to the PHEDSC at the December 11 meeting.

Conclusion:

The Owner proposes to construct 10 single unit dwellings on the northern portion of the site and 8 semi detached structures (16 units) on the southern portion of the site.

The Official Plan Amendment will provide for a Zoning By-law amendment that will permit residential development within 300m of a rail yard on this specific site.

A Noise and Vibration study has been completed; mitigation required is limited to the inclusion of warning clauses in agreements of purchase and sale, as well as including provision for forced air ducting to accommodate the future provision of air conditioning. The inclusion of forced air ducting is a common building practice, the provisions of which can be ensured through the Building Permit process.

The proposed semi detached dwelling units will provide additional housing choice in an area dominated by single detached dwellings.

The proposed amendments are consistent the PPS, with the policy direction of the City of Windsor Official Plan (as amended), 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.

Don Wilson, MCIP, RPP
Manager of Development Applications
Thom Hunt, MCIP, RPP

City Planner

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

SAH

OC

Approvals:

<table>
<thead>
<tr>
<th>Name</th>
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</tr>
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<tbody>
<tr>
<td>Don Wilson</td>
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<td>City Planner</td>
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<td>Shelby Askin Hager</td>
<td>City Solicitor</td>
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<tr>
<td>Onorio Colucci</td>
<td>Chief Administrative Officer</td>
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Notifications:

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<th>Name</th>
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<tbody>
<tr>
<td>Azar Holdings Ltd.</td>
<td>12714 Riverside Drive, Tecumseh, ON N8N 1A3</td>
<td><a href="mailto:tonyazar333@gmail.com">tonyazar333@gmail.com</a></td>
</tr>
<tr>
<td>Zelinka Priamo (Casey Kulchycki)</td>
<td>318 Wellington Road, London ON N6C 4P4</td>
<td><a href="mailto:casey.k@zpplan.com">casey.k@zpplan.com</a></td>
</tr>
<tr>
<td>Via Rail – Real Estate, Attn: Joe Walsh, P.Eng</td>
<td>50 Drummond St., Unit C, Toronto, ON M8V 4B5</td>
<td></td>
</tr>
<tr>
<td>Councillor Sleiman</td>
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<td>Landowners within 120 m</td>
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Appendices:

1  Appendix A - Comments
2  Appendix B - Maps
Appendix A – Z023/17 (ZNG5282)

Assessment:

We have no objection to the zoning amendment to permit the new construction of single detached and semi detached residential dwellings.

Jose Mejalli, A.I.M.A.
Assessment Management Officer

Environmental:

No concerns from Environmental Services.

Anne-Marie Albidone
Manager, Environmental Services
REAL ESTATE

BY FAX TO: 519-255-6544

19 May 2017

City of Windsor
Planning & Building Services
400 City Hall Square East, Suite 404
Windsor, Ontario
N9A 7K6

Attention: Mr. Jim Abbs

Dear Sir:


We are in receipt of your pre-submission notice dated 16 May 2017 regarding the above-captioned applications.

We have reviewed the proposal and note that the subject property abuts VIA’s Chatham Subdivision, which is classified as a high-speed Principal Mainline. We believe that any new residential development proposed adjacent to our right-of-way should have regard for the Railway’s noise, vibration and safety mitigation measures (copy attached).

As a condition of any residential development proceeding, the applicant must incorporate Railway noise and vibration mitigation measures in all new dwellings construction within 300m of VIA’s track.

Due to the intervening lots, it is not possible to erect a safety berm and acoustic fence. Alternatively, dwelling specific noise and vibration mitigation measures such as protected outdoor amenity areas must be investigated and proposed by a qualified Noise Consultant.

By this letter VIA hereby requests a copy of the Council’s decision on the subject applications.

Yours truly,

John C. Walsh, P.Eng.
Property Manager
Real Estate – Central Region
PRINCIPAL MAIN LINE

A. Noise berm, or combination berm and acoustic fence, adjoining and parallel to the railway right-of-way and having return at the end:

(i) Minimum total height 5.5 metres above top-of-rail.

(ii) Acoustic fence to be constructed without openings and of a durable material weighing not less than 20 kg per square metre (4 lb/sq. ft.) of surface area.

Note: The Railway may consider other measures recommended by an approved Noise Consultant satisfactory to the Railway.

B. Safety setback of dwellings from the railway right-of-way to be a minimum of 30 metres in conjunction with the safety berm noted below. In the absence of a safety berm, we require a dwelling setback of 120 metres.

C. Ground-borne vibration transmission to be estimated through site testing and evaluation to determine if dwellings within 75 metres of the Railway right-of-way will be impacted by vibration conditions in excess of 0.14 mm/sec. RMS between 4 Hz and 200 Hz. The monitoring system should be capable of measuring frequencies between 4 Hz and 200 Hz, +/- 3 dB with an RMS averaging time constant of 1 second. If in excess, isolation measures will be required to ensure living areas do not exceed 0.14 mm/sec. RMS on and above the first floor of the dwelling.

D. Safety berm adjoining and parallel to the railway right-of-way with returns at the ends, 2.5 metres above grade is required despite none being required to address the Railway's noise concerns.

E. The following clause should be inserted in all offers to purchase, agreements of sale and purchase or lease and in the title deed or lease of each dwelling: “Warning: VIA Rail Canada Inc. or its assigns or successors in interest has or have a right-of-way within 100 metres from the land the subject hereof. There may be alterations to or expansions of the rail facilities on such right-of-way in the future including the possibility that the railway or its assigns or successors as aforesaid may expand its operations, which expansion may affect the living environment of the residents in the vicinity, notwithstanding the inclusion of any noise and vibration attenuating measures in the design of the development and individual dwelling(s). VIA will not be responsible for any complaints or claims arising from use of such facilities and/or operations on, over or under the aforesaid right-of-way.”

F. Any proposed alterations to the existing drainage pattern effecting Railway property must receive prior concurrence from the Railway and be substantiated by a drainage report to the satisfaction of the Railway.

G. The Developer shall install and maintain at his own expense, a chain link fence of minimum 1.83 metre (6 feet) height along the mutual property line, which shall be maintained by the Owner.

H. The Owner shall through restrictive covenants to be registered on title and all agreements of purchase and sale or lease provide notice to the public that the safety berm, fencing and vibration isolation measures implemented are not to be tampered with or altered and further that the Owner shall have the sole responsibility for and shall maintain these measures to the satisfaction of VIA Rail.

I. Pursuant to the Planning Act, the Municipality shall provide this office of the Railway with written notice of the public meeting by-law and passing of the by-law appropriately zoning the lands hereby proposed for subdivision.

J. The Owner enter into an Agreement stipulating how VIA Rail’s concerns will be resolved and will pay VIA Rail’s reasonable costs in preparing and negotiating the agreement.
REQUESTED ZONING AMENDMENT

APPLICANT: Azar Holdings Ltd.
A Public Open House With regard to this development was held by the applicant on Friday, December 1, 2017 at the John Atkinson Centre. The applicant was in attendance to provide information and answer questions the area residents had regarding the proposed development. Councillor Sleiman and a representative of the Planning Department were also in attendance. Approximately 24 members of the public attended the meeting and expressed concerns related to the development that included:

<table>
<thead>
<tr>
<th>Concern</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adequacy of parking</td>
<td><strong>Applicant:</strong> Each unit will have a garage as well as a driveway.</td>
</tr>
<tr>
<td></td>
<td><strong>Planning:</strong> The Zoning By-law requires 1 parking space per unit. No reduction in parking has been requested</td>
</tr>
<tr>
<td>Tenure of new residents (ownership or rental)</td>
<td><strong>Applicant:</strong> it is anticipated that each dwelling will be sold as a free hold unit.</td>
</tr>
<tr>
<td></td>
<td><strong>Planning:</strong> Zoning does not control the tenure of a dwelling unit</td>
</tr>
<tr>
<td>Price of the proposed unit/ Property Values</td>
<td><strong>Applicant:</strong> Semi detached units will be in the $300k range, while Singles will be in the $400's.</td>
</tr>
<tr>
<td></td>
<td><strong>Planning:</strong> New development has not been shown to lower property values.</td>
</tr>
<tr>
<td>Adequacy of existing sewerage system</td>
<td><strong>Applicant:</strong> The units will be serviced by a local Sewerage system which will then be tapped into the existing system, limiting the # of connections to the system</td>
</tr>
<tr>
<td></td>
<td><strong>Planning:</strong> A functional servicing study and Servicing Agreement are required prior to development. The design of the proposed system must be approved by the City Engineer prior to construction.</td>
</tr>
<tr>
<td>Overbuilding of the area /Type of unit proposed/Compatibility of the proposed</td>
<td><strong>Planning:</strong> The dwelling units proposed represent “low profile development “, as</td>
</tr>
</tbody>
</table>
housing form with existing dwellings outlined in the City Official Plan. Single Detached and Semi Detached dwelling units are generally compatible and are often found in the same residential area.

The concerns raised by the residents are generally expected when a new development is taking place in an existing established neighbourhood. While the redevelopment of the site will introduce a change to the neighbourhood, the addition of a range of new housing option and the redevelopment of underutilized land in an existing residential area is a benefit to the City.

Also find attached additional comments received related to this development from Enwin/WUC, Public Works, Transportation Planning, ERCA, Canada Post, and Windsor Police Service. These comments do not change the recommendation.

Jim Abbs, MCIP, RPP
Planner III- Subdivisions

Don Wilson, MCIP, RPP
Manager, Development Applications

Thom Hunt
City Planner

Wira Vendrasco
Deputy City Solicitor

Shelby Askin-Hagar
City Solicitor

Onorio Colucci
Chief Administrative Officer
Additional Comments:

Enwin/WUC
Hydro Engineering: No Objections

Water Engineering: Has No Objections

Public Works

After reviewing the servicing requirements of the subject lands pertinent to the subject application, we have the following comments:

ROADS AND RIGHTS-OF-WAY:

Tourangeau Road, Franklin Street and Rossini Boulevard are each classified as a Local Residential Roads requiring a 20 metre right-of-way width in accordance with the Official Plan. The existing right-of-way widths are 20m. There are existing sidewalks on the north side of Franklin Street, and the west side of Rossini fronting the subject lands. The owner will be responsible for replacing any sections of sidewalk which are damaged as the result of the proposed servicing. Redundant driveway approaches and leadwalks are required to be abandoned in a manner satisfactory to the City Engineer.

The existing grass alleyway along the east and a portion of the north side of the property does not serve any municipal purpose and is required to be closed by the applicant. An easement in favour of hydro may be required. Existing fencing which was erected by the School Board should be removed by the owner as part of the site servicing.

There are several mature trees in the boulevard fronting the former school on the east side of Tourangeau Road. The City's Parks Department should be further consulted regarding these trees. If deemed significant by Parks, every effort should be made to preserve these trees during redevelopment. Particular attention will need to be paid to the locations of driveways, private drain connections, and individual water services under these circumstances.

SEWERS:

There are municipal storm and sanitary sewers within the abutting road ways, available to service the subject property as follows:

Rossini
Sanitary Sewer: 300mm Poly-vinyl Chlorine Sewer
Storm Sewer: 450mm Concrete Sewer

Franklin
Storm Sewer: 1200mm Concrete Sewer

Tourangeau
Sanitary: 300mm Poly-vinyl Chlorine Sewer
Storm: 375/450 Concrete Sewer

Existing storm or sanitary connections should be utilized if possible in order to minimize work within the right-of-way. Any redundant private drain connections shall be capped as per Best Practice BP1.3.3, to the satisfaction of the City Engineer. As specified in the Functional Servicing Study by RC Spencer Associates dated August 30, 2017, sewer easements will be required on both Rossini and Tourangeau if local sewers are installed to service the new residential units.

Additional analysis is required in order to confirm capacity exists in the proposed sewer outlets from this site. This analysis shall include all areas upstream of the proposed development. Additionally, the approved stormwater management strategy will need to comply with the requirements of the upcoming Regional Stormwater Guideline currently being prepared by ERCA in concert with the City of Windsor and our partner municipalities. Both the minor and major storm event will need to be analyzed.

In summary, we have no objections to this rezoning Application, subject to the following conditions:

**Servicing Agreement** – The applicant agrees to enter into a Servicing Agreement with the Corporation of the City of Windsor with the General Provisions of Council Resolutions 233/98 and any other specific requirements.

**Servicing Study** – The applicant shall agree to retain a consulting engineer to review the existing and proposed sewer system for this development to determine its affect on the municipal sewer system. The study shall be done to the satisfaction of the City Engineer and the Chief Building Official. The applicant is required to demonstrate that no negative impacts will be realized by the existing surrounding community, before the proposed development will be allowed to proceed.

**Alley Closing** – Prior to the issuance of a Building Permit, the applicant shall apply to the Street and Alley Closing Committee to close the existing alley adjacent to the subject property.

**Sewer Easement** – Prior to the issuance of a construction permit, the owner shall gratuitously convey to the Corporation easements sufficient in magnitude to allow for the future maintenance and eventual reconstruction of the local sewers constructed on Rossini Boulevard and Tourangeau Road.
**Redundant Driveway Approaches** – The applicant(s) shall agree to close and remove all redundant driveway approaches and restore the boulevard, all to the satisfaction of the City Engineer.

If you have any further questions or concerns, please contact Patrick Winters, of this department at 519-255-6257, ext. 6462.

Patrick Winters  
Development Engineer

**Transportation Planning:**

- The Official Plan classifies Rossini Blvd, Tourangeau Rd, and Franklin St as Local roads with a required right-of-way width of 20 metres. The current right-of-way width is sufficient; therefore a land conveyance is not required.

- All accesses shall conform to the TAC Geometric Design Guide for Canadian Roads and the City of Windsor Standard Engineering Drawings (AS-221 and AS-222).

- All exterior paths of travel must meet the requirements of the *Accessibility for Ontarians with Disabilities Act* (AODA).

- Any changes required by the proposed development for on-street parking signage shall be at the owner’s expense. The estimated contribution is approximately $1,500.00 and will be charged based on actuals.

**ERCA**

The following is provided for your information and consideration as a result of our review of Zoning By-Law Amendment Z-023-17, & Official Plan Amendment OPA 116. The applicant is requesting the above noted amendments in order to redevelop the lands identified as 4130 Franklin Street, for 10 single detached dwellings, and 16 semi-detached dwellings.

**NATURAL HAZARD POLICIES OF THE PPS, 2014**

We have reviewed our floodline mapping for this area and it has been determined this site is not located within a regulated area that is under the jurisdiction of the ERCA (Section 28 of the *Conservation Authorities Act*). As a result, a permit is not required from ERCA for issues related to Section 28 of the *Conservation Authorities Act*, Development, Interference with Wetlands and Alteration to Shorelines and
Watercourses Regulations under the *Conservations Authorities Act*, (Ontario Regulation No. 158/06).

**WATER RESOURCES MANAGEMENT**

We recommend that the municipality ensure that the release rate for this development is controlled to the capacity available in the existing storm sewers/drains. In addition, that stormwater quality and stormwater quantity are addressed up to and including the 1:100 year storm event and be in accordance with the guidance provided by the Stormwater Management Planning and Guidance Manual, prepared by the Ministry of the Environment (MOE, March 2003) and any other Municipal requirements (e.g., Development Standards Manual). We further recommend that the stormwater management analysis be completed to the satisfaction of the Municipality. We do not require further consultation on this file with respect to stormwater management.

**NATURAL HERITAGE POLICIES OF THE PPS 2014**

The subject property is not within or adjacent to any natural heritage feature that may meet the criteria for significance under the Provincial Policy Statement (PPS 2014). Based on our review, we have no objection to the application with respect to natural heritage policies.

**FINAL RECOMMENDATION**

We have no objections to the proposed Zoning and Official Plan amendments. If you have any questions or require any additional information, please contact the undersigned.

Sincerely,
Corinne Chiasson
Resource Planner

Canada Post:

Thank you for contacting Canada Post regarding plans for a new subdivision in the City of Windsor. Please see Canada Post’s feedback regarding the proposal, below.

**Service type and location**

1. Canada Post will provide mail delivery service to the subdivision through centralized Community Mail Boxes (CMBs).
2. If the development includes plans for (a) multi-unit building(s) with a common indoor entrance, the developer must supply, install and maintain the mail delivery equipment within these buildings to Canada Post’s specifications.

**Municipal requirements**

1. Please update our office if the project description changes so that we may determine the impact (if any).
2. Should this subdivision application be approved, please provide notification of the new civic addresses as soon as possible.

**Developer timeline and installation**

1. Please provide Canada Post with the excavation date for the first foundation/first phase as well as the date development work is scheduled to begin. Finally, please provide the expected installation date(s) for the CMB(s).

Please see Appendix A for any additional requirements for this developer. 2

Regards,

Bruno DeSando

CANADA POST CORPORATION

**Additional Developer Requirements:**

- The developer will consult with Canada Post to determine suitable permanent locations for the Community Mail Boxes. The developer will then indicate these locations on the appropriate servicing plans.

- The developer agrees, prior to offering any units for sale, to display a map on the wall of the sales office in a place readily accessible to potential homeowners that indicates the location of all Community Mail Boxes within the development, as approved by Canada Post.

- The developer agrees to include in all offers of purchase and sale a statement which advises the purchaser that mail will be delivered via Community Mail Box. The developer also agrees to note the locations of all Community Mail Boxes within the development, and to notify affected homeowners of any established easements granted to Canada Post to permit access to the Community Mail Box.

- The developer will provide a suitable and safe temporary site for a Community Mail Box until curbs, sidewalks and final grading are completed at the permanent Community Mail Box locations. Canada Post will provide mail delivery to new residents as soon as the homes are occupied.

- The developer agrees to provide the following for each Community Mail Box site and to include these requirements on the appropriate servicing plans:

  - Any required walkway across the boulevard, per municipal standards
  - Any required curb depressions for wheelchair access, with an opening of at least two metres (consult Canada Post for detailed specifications)
  - A Community Mailbox concrete base pad per Canada Post specifications
Windsor Police Service:

The Windsor Police Service has no objection to the proposed Official Plan and Zoning By-Law amendments associated with this application to convert the former elementary school into low density residential land uses. The proposed redevelopment represents a positive re-use of the former school property. This is a good public safety outcome for the surrounding neighbourhood because it eliminates a large vacant/abandoned building and property that would otherwise carry increased risk for loitering, trespassing, drug dealing, and other forms of unlawful activity. I would like to bring forward the following features as they relate to this new development from the perspective of optimizing public safety and security that should be considered as conditions of approval for the application:

- The application calls for the construction of single detached and semi detached dwellings. It is important to remember in new subdivisions such as this to ensure the resultant designs will allow for each individual property to be easily identified in the event of an emergency. This is so that emergency service responders can accurately locate the right address where an emergency call for assistance is required. Therefore, each separate dwelling unit needs to have a prominently displayed address number that is at least 5” high, is of a contrasting colour to the backdrop onto which it is mounted, and can be easily seen from the adjacent roadway without obstruction. This will optimize the address number location and subsequent identification by Police/Fire/Ambulance during an emergency response.

- Pedestrian safety is very important in all neighbourhoods. In this regard, sidewalks need to be provided to ensure proper and safe movement of pedestrians, plus proper LED street lighting as well. Ideally, sidewalks should be placed with at least 3 feet of separation from the curb of the adjacent roadway to provide safe physical separation between vehicles and pedestrians. This separation distance also serves to enhance the driver’s field of view of the entire roadway environment (which includes adjacent sidewalk areas) as they are traveling down the road. The outcome from such a design that supports optimal public safety is a greater ability for drivers to safely stop suddenly if circumstances require them to do so.

- While not a requirement, we strongly encourage avoiding homes constructed with a “garage-thrusted” appearance (snout houses) whereby the front entrance
of the home is essentially obscured from view from the abutting roadway due, at least in part, to the protrusion of the attached garage toward the front of the property at the street. Such designs de-emphasize the architectural orientation to the street, thereby reducing the level of natural citizen surveillance within the neighbourhood.

Respectfully,

Barry Horrobin, B.A., M.A., CLEP, CMM-III  
Director of Planning & Physical Resources
DATE: January 4, 2018

TO: Planning Heritage Economic Development Committee

FROM: Jim Abbs, Planner III-Subdivisions

RE: Typographical Error
   Our File No. – Z-023/17 [ZNG/5282] & OPA 116 [OPA/5283]

The third recommendation of Report S 215/2017 contains a typographical error. The body of the report discusses zoning part of the subject area RD2.1 to permit the construction of single detached and semi-detached dwellings. The third recommendation of the report states that part of the lands should be zoned RD2.3 (in italics below).

"That an amendment to City of Windsor Zoning By-law 8600 changing the zoning of Lots 161 to 166 and Part of Lot 160, Plan 796 and Lots 11 to 15, Part of Lot 10 and part of Closed Alley, Plan 892 from Institutional District (ID) 1.1 to Residential District (RD) 2.3 BE APPROVED"

The reference to Residential District (RD) 2.3 in the third recommendation of Report S 215/2017 should be Residential District (RD) 2.1. While the RD2.1 and RD2.3 zone categories are similar, the RD 2.3 zone category would permit the construction of townhome units. This unit type was not proposed by the applicant and is not a necessary unit type for the redevelopment of this site.

Therefore, the recommendation in report S215/2017 should read: (change identified in italics)

That the application to amend the City of Windsor Official Plan creating a site specific special policy area that would permit Residential Development within 300m of a Rail Yard BE APPROVED;

That an amendment to City of Windsor Zoning By-law 8600 changing the zoning of Lots 148 to 159 and Part of Lot 160, PLAN 796 at 4130 Franklin Street, (east side of Tourangeau Road, north of Franklin Street); from Institutional District (ID) 1.1 to Residential District (RD) 1.3 BE APPROVED;
That an amendment to City of Windsor Zoning By-law 8600 changing the zoning of Lots 161 to 166 and Part of Lot 160, Plan 796 and Lots 11 to 15, Part of Lot 10 and part of Closed Alley, Plan 892 from Institutional District (ID) 1.1 to Residential District (RD) 2.1 BE APPROVED.

Jim Abb's, MCIP, RPP
Planner III- Subdivisions

Thom Hunt
City Planner

Shelby Askin-Hagar
City Solicitor

Michael Cooke, MCIP, RPP
Manager, Planning Policy

Wira Vendrasco
Deputy City Solicitor

Onello Colucci
Chief Administrative Officer

CITY OF WINDSOR
COUNCIL SERVICES
JAN 05 2018
RECEIVED
Subject: Minutes of the Planning, Heritage & Economic Development Standing Committee Meeting held December 11, 2017
Planning, Heritage & Economic Development Standing Committee Meeting

Date:  Monday, December 11, 2017
Time:  4:30 PM

Members Present:

Councillors
Ward 8 – Councillor Marra (Chairperson)
Ward 4 - Councillor Holt
Ward 7 - Councillor Kusmierczyk
Ward 9 - Councillor Payne
Ward 5 - Councillor Sleiman

Members
Member Baker
Member Bjarneson
Member DiMaio
Member Foot
Member Gyemi
Member Miller
Member Moore

ALSO PRESENT ARE THE FOLLOWING FROM ADMINISTRATION:

Shelby Askin Hager, City Solicitor
Wira H.D. Vendrasco, Deputy City Solicitor
Thom Hunt, City Planner
Don Wilson, Manager Development Applications
Jim Abbs, Planner III - Subdivisions
Adam Szymczak, Planner III Zoning
Patrick Winters, Development Engineer
John Calhoun, Planner III – Heritage
Dan Lunardi, Manager, Inspections
Frank Scarfone, Manager Real Estate Services
Kevin Alexander, Planner III – Special Projects
Greg Atkinson, Planner III – Economic Development
Delegations

Item 7.2  Brad Rogers, Groundswell Urban Planners Inc.
Item 7.2  Gerald Belanger, Vice President of Blue Heron Phase II Twin Villas Homeowners’ Association
Item 7.2  Maureen Flannery and Sharron Minto, residents of Ward 7
Item 7.2  Roy Winseck, resident of Ward 7
Item 7.3  Tony Azar, Azar Holdings
Item 7.5  Bilal Rammo, representing Rammo Family Fruit Market
Item 7.5  Marina Clemens, Executive Director, Drouillard Place
Item 7.5  Bridget Scheuerman, representing Ford City BIA and Olde Riverside BIA
Item 10.1 and 10.2  William Tape, Senior Structural Engineer
Item 10.1  Thomas Vida, Applicant’s representative
Item 10.2  Carl James Martin, resident
Item 10.2  April Kennedy, resident
Item 11.1  Karl Tanner, Dillon Consulting
Item 11.1  Pablo Golab, Dillon Consulting
Item 11.2  Deacon Gerard Charette, representing St. Alphonsus Church
Item 11.3  Ben Schlegal, Poultry Health Services
Item 11.3  Tyler Schlegel, Poultry Health Services

1. CALL TO ORDER

The Chairperson calls the meeting of the Planning, Heritage and Economic Development Standing Committee to order at 4:30 o’clock p.m.

2. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

None.
3. REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS

7.3. 4130 Franklin -023-17 (ZNG-5282) & OPA 116 (OPA-5283) Official Plan Amendment – Special Policy Area to Permit Residential Development -within 300m of a rail yard and Zoning By-law Amendment to permit the construction of Single unit and Semi detached Dwellings - Ward 5

Moved by: Councillor Sleiman
Seconded by: Councillor Holt

THAT the report of the City Planner dated November 15, 2017 entitled “4130 Franklin -023-17 (ZNG-5282) & OPA 116 (OPA-5283) Official Plan Amendment – Special Policy Area to Permit Residential Development -within 300m of a rail yard and Zoning By-law Amendment to permit the construction of Single unit and Semi detached Dwellings - Ward 5" BE DEFERRED to the next meeting of the Planning, Heritage & Economic Development Standing Committee to allow for additional information to be reviewed. Carried.

Report Number: S 215/2017
Clerk’s File: ZB/12977 & ZO/12978

4. COMMUNICATIONS

None.

5. ADOPTION OF THE PLANNING ACT MINUTES

5.1. Minutes of the Planning, Heritage & Economic Development Standing Committee (Planning Act Minutes) Meeting held Nov 14 2017

Moved by: Member Bjarneson
Seconded by: Member Gyemi

THAT the Minutes of the Planning, Heritage and Economic Development Standing Committee meeting (Planning Act Matters) meeting held November 14, 2017 BE ADOPTED as presented. Carried.
Councillor Sleiman was absent from the meeting when the vote was taken on this matter.

Report Number: SCM 222/2017
6. PRESENTATION & DELEGATIONS (PLANNING ACT MATTERS)

7. PLANNING ACT MATTERS

7.1. Zoning By-law Amendment Application by Shoppers Realty Inc. (c/o Louie Loberti) for the lands known as 1624 Howard Avenue;
File No. Z-025/17, ZNG/5285; Ward 4
Agent: Chris Stoyanovich

Moved by: Councillor Holt
Seconded by: Councillor Kusmierczyk

Decision Number: PHED 530
1. THAT an amendment to the Zoning By-law 8600 BE APPROVED to change the zoning of the land located on the southeast corner of the intersection of Howard Avenue and Hanna Street East; described as Part of Block 'H', Registered Plan 315 and Part of Lot 87, Concession 1; also described as Parts 1 to 3 on Reference Plan 12R-22691, from MD1.2 & CD3.3 to CD3.3.
Carried.

Report Number: S 213/2017
Clerk’s File: ZB/12980

7.2. Z-013/17 [ZNG/5078] OPA114 [OPA/5179] - 2250 Banwell Rd. (North East corner of Banwell Rd. / McNorton St.- OPA to permit md-block access to Banwell Road, ZBA to permit single, semi-detached or townhome units fronting Leathorne ; ZBA to permit Single, Semi, Duplex, townhome or Multiple Unit dwellings on the east portion of the site; ZBA to permit Gas bar and Carwash, Automatic

Moved by: Councillor Kusmierczyk
Seconded by: Councillor Sleiman

Decision Number: PHED 531
THAT the application to amend the City of Windsor Official Plan to allow a mid block vehicular access (Commercial Driveway) to Banwell Road (City of Windsor Official Plan, Volume II, Section 2.7.5.8) BE DENIED; and,
THAT the application to amend City of Windsor Zoning By-law 8600, changing the zoning Part of Block 7 and 8, 12M-442 to CD2.1, with a Special Provision to permit a Car Wash, Automatic) **BE DENIED**; and,

THAT an amendment to City of Windsor Zoning By-law 8600 **BE APPROVED**, changing the zoning Part of Block 7, and Part of Kirkland Avenue, 12M-442; from Commercial District (CD) 2.7 to Residential District (RD) 2.5, with a site specific provision limiting the permitted uses to townhomes and multiple dwelling, as shown on drawing Z013/17-1 to permit the construction of Townhome or Multiple Unit dwellings on lands at the east side of the site; and,

THAT Administration **BE REQUESTED** to work with the Ward Councillor, to organize a community meeting between new and existing residents to discuss some concerns and review potential plans for the area, prior to this report going to Council; and,

THAT Administration **BE REQUESTED** to discuss the option of introducing a low impact development design into this development and report back about that meeting; and,

THAT Administration **BE REQUESTED** to provide information regarding traffic concerns at the intersection of Banwell and McNorton including flooding and retention basin capacity concerns and how these concerns will be addressed through site plan control; and,

THAT the requested information **BE PROVIDED** when this committee report is forwarded to a future meeting of Council.
Carried.

Report Number: S 214/2017
Clerk’s File: ZB/12999 & ZO/13000

7.4. Rezoning - City of Windsor - Housekeeping Amendment 2017-2 - Z-022/17 ZNG/5271 - City Wide

Moved by: Member Bjarneson
Seconded by: Councillor Sleiman

Decision Number: **PHED 532**
THAT Zoning By-law 8600 **BE AMENDED** on the following basis:

1. That Sections 14, 15, 16 and 17 **BE DELETED**.

2. That Sections 14, 15, 16 and 17 attached as Appendix A to this report (S 217/2017) **BE ADDED** to Zoning By-law 8600

3. That Section 3 **BE AMENDED** by replacing the Micro-Brewery definition with the following:
“MICRO-BREWERY means a building or structure, not exceeding 500.0 sq. m. in gross floor area, used for the manufacture of alcoholic beverages. It may also include a retail store where said alcoholic beverages are sold directly to the public, and/or the sale of individual servings of said alcoholic beverages for consumption on-site. It does not include a restaurant.

[ZNG/4968; ZNG/5061; ZNG/5271]"

4. That Section 5 BE AMENDED as follows:

4a) Replacing Section 5.8.1 with the following:

“5.8.1 CITY OF WINDSOR AND PUBLIC AUTHORITY

A lot may be used for any use of the City of Windsor or a Public Authority provided that all buildings and structures shall comply with the least restrictive provisions of the Zoning District in which they are located in, save and except that an Elementary School shall comply with Section 13.1.5 and a Secondary School shall comply with Section 13.2.5.

[ZNG/5271]"

4b) Replacing Section 5.99.7 with the following:

“5.99.7 AUTOMOBILE SALES, LEASE OR RENTAL – ACCESSORY USE

.1 The sale, lease or rental of an automobile as an accessory use is prohibited, save and except the sale, lease or rental of an automobile as an accessory use to an Automobile Repair Garage, Automobile Collision Shop, or Service Station or the lease or rental of an automobile as an accessory use to a Retail Store is permitted subject to the following provisions:

.1 The storage or display of five or more automobiles for sale, lease or rental purposes on a lot is prohibited.

.2 The storage or display of an automobile for sale, lease or rental purposes having a width of greater than 2.50 m or a length greater than 6.10 m is prohibited.

.3 The storage or display of an automobile for sale, lease or rental purposes in a required parking space, required accessible parking space or landscaped open space yard is prohibited.

.4 The area where an automobile for sale, lease or rental purposes is stored or displayed shall be subject to the provisions in Section 5.99.60.1.1 to 5.99.60.1.3.

[ZNG/5271]"

4c) Replacing Section 5.99.30 with the following:

“5.99.30 GROUP HOME
.1 In any Residential District or Institutional District, a Group Home may be a permitted use provided that any building used as a Group Home occupies the whole building and complies with the provisions of Section 10.1.5.

[ZNG/5271]

4d) Adding the following after Section 5.99.90:

“5.99.93 TOURIST HOME

.1 A Tourist Home shall have a maximum occupancy of 10 persons not including the receiving family or staff.

[ZNG/5271]”

5. That Section 20(1) BE AMENDED as follows:

5a) Replacing clause 13 with the following clause:

“13. For the lands comprising Part of Block “Z”, Registered Plan 927, situated on the north side of Sprucewood Avenue, east of Ojibway Parkway, shown as Block “B”, in Schedule “A” to By-law No. 12711, any permitted use in Section 15.1.1 shall be an additional permitted use and the ‘H’ holding provision shall not apply to such additional permitted uses.

[ZDM 5; ZNG/5271]”

5b) Replacing clause 19 with the following clause:

“19. For the lands comprising Lot 2 and part of Lot 1, Block “H”, Registered Plan 84; Lots 1 to 6, Lots 9 to 16, Lots A, B, C, D and E and all of Lane, Registered Plan 88; Lots 7, 9 and 10, Registered Plan 120; Lots 7 and 8, Lots G, H, I and J and all of private lane, Registered Plan 289 and part of Lot 80, Concession 1, comprising the block bounded by Riverside Drive West, Ferry Street, Ouellette Avenue and Pitt Street West and designated as Parts 1 to 26 on Plan 12R-16416, the following provisions shall not apply:

a) Section 16.1.5.9 relating to amenity area per dwelling unit;

b) Sections 24.20.10, 24.22.10 and 24.24.10 relating to size of a parking space;

c) Section 24.40.1 relating to a required loading space;

d) Section 25.5.30.4 relating to an access area;

e) Section 25.5.50.5 relating to a parking aisle;

f) Section 5.15.3 relating to location of a building on a corner lot;


5c) Replacing clause 20 with the following clause:

“20. For the lands comprising Lot 7 and Part of Lot 8, Block “M”, Registered Plan 85, situated on the northeast corner of University Avenue West and Pelissier Street and shown delineated
by a broken black line on Schedule “A” to By-law No. 12771, for a Combined Use Building containing a maximum of 15 dwelling units, Sections 16.1.5.9, 24.20.5.1 and 24.22.1 of this By-law shall not apply.

[ZDM 3; ZNG/2930; ZNG/5271] (AMENDED B/L 129-2012, Oct 2/2012)"

5d) Replacing clause 29 with the following clause:

“29. For all lands generally bounded on the west and north by Malden Road, on the east by Huron Church Road and on the south by E. C. Row Expressway, the following additional provisions shall apply:

a) The outdoor storage of refuse, equipment, materials, or commodities within a required front yard is prohibited;

b) For any lot zoned MD1.1 or MD2.1, the following shall be an additional permitted use:
   1. Existing truck transportation storage, loading, and/or inspection facility;
   2. Existing Business Office;

c) For any lot having a lot line which abuts Huron Church Road, a Hotel shall be an additional permitted use.

[ZDM 4, 5; ZNG/5271]"

5e) Replacing clause 52 with the following clause:

“52. For any lands located on the west side of Windsor Avenue between Giles Boulevard East and Erie Street East, which are zoned CD1.5 on Zoning District Map 7, an access area to Windsor Avenue is prohibited.

[ZDM 7; ZNG/5271]"

5f) Replacing clause 85 with the following clause:

“85. For any lot fronting on the south side of North Talbot Road between Southwood Lakes Boulevard and Highway 401, the minimum front yard depth shall be 9.0 m.

[ZDM 13; ZNG/5271]"

5g) Replacing clause 101 with the following clause:

“101. For the lands on the east and west sides of Ouellette Avenue bounded on the north by the east/west alleys, south of the Canadian National Railway right-of-way, on the south by Eugenie Street, on the west by Pelissier Street and on the east by McDougall Street and Dufferin Street:

a) Any permitted use in Section 16.3.1 shall be an additional permitted use;

b) The maximum main building height shall be 28.0 m; and

c) The provisions of Section 18(4)(b) shall not apply

[ZDM 7, 8; ZNG/5271]"
5h) Replacing clause 104 with the following clause:

“104. For the lands comprising Parts 1 to 5, Plan 12R-15988, situated at the southwest corner of Ottawa Street and Walker Road, the following additional provisions shall apply:
   a) A Service Station shall be an additional permitted use;
   b) Lot Frontage – minimum 6.0 m
   c) Lot Area – minimum 3,600.0 m²
   d) Building Height – Existing Building – maximum 25.0 m
   e) Dwelling Units in an existing building shall be an additional permitted use and Section 15.2.5.15 shall not apply.

[ZDM 7; ZNG/4203; ZNG/ 5271] (AMENDED B/L 172-2014, Nov 5/2014)"

5i) Replacing clause 129 with the following clause:

“129. For the lands comprising Part of Lot 90, Concession 2, designated as Part 1, Plan 12R-14069 and Part 11, Plan 12R-12019, located at the southeast corner of Grand Marais Road East and Elsmere Avenue, any permitted use in Section 14.1.1 shall be an additional permitted use and the following additional provisions shall apply:
   a) Building Height – maximum 4.0 m
   b) Gross Floor Area – maximum
      For each Business Office, Food Outlet - Take-Out, Medical Office, Personal Service Shop, Professional Studio, Repair Shop – Light, Restaurant or Retail Store: 325.0 m²

[ZDM 8; ZNG/ 5271] (ADDED B/L 348-2002, Dec 13/2002)"

5j) Replacing clause 218 with the following clause:

“218. For the lands comprising Part of Block 1, Plan 12M-425, save and except for all of Plans 12R-17805, 12R-178089 & 12R-18634 situated at the northwest corner of Banwell Road and Leathorne Street, a Residential Care Facility shall be an additional permitted use and that for a Residential Care Facility the following additional provisions shall apply:
   a) Section 15.7.5.50 shall not apply;
   b) That a sidewalk from the main entrance of the Residential Care Facility to Banwell Road shall be provided; and
   c) That said sidewalk shall not cross an access area, collector aisle, parking aisle or parking area.

[ZDM 14; ZNG/5271] (ADDED B/L 183-2007, Nov 1/2007)"

5k) Replacing clause 238 with the following clause:

“238. For the lands comprising Lots 1 to 3, Part of closed alley and Part of closed right-of-way,
Registered Plan 1085, and Lots 4 and 5, Registered Plan 939, situated on the south side of Wyandotte Street East between Homedale Boulevard and St. Mary’s Boulevard, delineated by a heavy black line on Schedule ‘A’ attached to By-law 49-2009, notwithstanding Section 14.2.5.10, the maximum gross floor area for each use listed in Section 14.2.5.10 shall be 375.0 m².

[ZDM 10; ZNG/5271] (ADDED B/L 49-2009, OMB Order PL090386 Nov 5/2009)"

5l) Replacing clause 259 with the following clause:

“259. For the lands comprising Lots 29 and 30, Registered Plan 360, situated on the northeast corner of Elsmere Avenue and Erie Street East, a Lodging House shall be an additional permitted use and the following additional provisions shall apply:

a) Section 15.2.5.15 shall not apply; and

b) A Dwelling or Dwelling Units are prohibited on the ground floor within the first 9.0 m of the building on the Erie Street East frontage.

[ZDM 7; ZNG/5271] (ADDED B/L 28-2010, Mar 23/2010)"

5m) Replacing clause 273 with the following clause:

“273. For the lands comprising Lots 2, 4, 6, 8, 10 and 12, Block ‘S’, Registered Plan 211, situated on the west side of Walker Road, between Tuscarora Street and Cataraqui Street, the permitted uses in Section 14.3.1 shall be permitted only within a building existing on March 23, 1998, provided further that the maximum building height, minimum front yard depth, minimum rear yard depth, and minimum side yard width shall be as existing on March 23, 1998.


Carried.

Report Number: S 217/2017
Clerk’s File: ZB/12995

7.5. Windsor Building Facade Improvement Program and Urban Design Guidelines for Main Streets Community Improvement Plan

Moved by: Councillor Holt
Seconded by: Member Bjarneson

Decision Number: PHED 533

I. THAT the City of Windsor, BE DESIGNATED a Community Improvement Project Area for the City of Windsor Building Facade Improvement Program and Urban Design Guidelines for
Main Streets in accordance with Section 28(2) of the Planning Act; and that By-law XX (See Appendix ‘A’) be passed at this meeting of Windsor City Council;

II. THAT the DRAFT City of Windsor Building Facade Improvement Program and Urban Design Guidelines for Main Streets Community Improvement Plan (CIP) dated September 2017 BE ADOPTED by By-law as illustrated in Appendix ‘B’ attached hereto; and that the following Business Improvement Areas (BIAs) included as Schedules ‘A’ through ‘G’ respectively to this plan BE APPROVED as the first Main Streets to be funded through this Program:

‘A’ Wyandotte Towne Centre;
‘B’ Wyandotte Street East Improvement Area (Walkerville);
‘C’ Ford City Business District (Ford City);
‘D’ Pillette Village;
‘E’ Olde Riverside Towne Centre (Old Riverside)
‘F’ Erie Street Improvement Area (Erie Street East);
‘G’ Ottawa Street Improvement Area;

III. THAT the financial incentive program identified in Section 3.0 of the DRAFT City of Windsor Building Facade Improvement Program and Urban Design Guidelines for Main Streets dated September 2017 BE ACTIVATED, once the Community Improvement Plan is in effect, and that the financial incentive program be funded through Fund 156 for the Main Streets identified by Schedule in the DRAFT Community Improvement Plan;

IV. THAT applicants applying under the City of Windsor Building Facade Improvement Program and Urban Design Guidelines for Main Streets Community Improvement Plan BE EXEMPTED from the encroachment agreement application fee and annual encroachment agreement fees for certain facade elements that comply with the program, subject to the approval of The City Planner, City Engineer, and Chief Building Official, execution of the standard municipal Encroachment Agreement will be required; and,

V. THAT approval authority for Building Facade Improvements identified in Category A- Beautification under the City of Windsor Building Facade Improvement Program and Urban Design Guidelines for Main Streets BE DELEGATED to the City Planner and Chief Financial Officer/City Treasurer for beautification projects under $5,000.00 and that By-law 139-2013 City Planner Delegation Authority By-law BE AMENDED accordingly.

Carried.

Report Number: S 131/2017
Clerk’s File: Z/13002
There being no further business the meeting of the Planning, Heritage and Economic Development Standing Committee (Planning Act Items) portion is adjourned at 6:48 o’clock p.m.

The chair calls the Heritage Matters portion of the Planning, Heritage & Economic Development Standing Committee meeting to order at 6:50 o’clock p.m.

8. ADOPTION OF THE MINUTES

8.1. Planning, Heritage & Economic Standing Committee minutes of meeting held November 14, 2017

Moved by: Councillor Holt
Seconded by: Member Foot

Decision Number: PHED 534
THAT the minutes of the Planning, Heritage and Economic Development Standing Committee meeting held November 14, 2017 BE ADOPTED as presented.
Carried.

Report Number: SCM 218/2017

9. PRESENTATIONS AND DELEGATIONS (COMMITTEE & ADMINISTRATIVE MATTERS)

See Items 10.1, 10.2, 11.1, 11.2 and 11.3.

10. HERITAGE ACT MATTERS

10.1. Riverside Brewery Co. Ltd., 10050 Riverside Drive East - Demolition of Listed Property on the Windsor Municipal Heritage Register (Ward 7)

William Tape, Senior Structural Engineer

William Tape, Senior Structural Engineer appears before the Planning, Heritage and Economic Development Standing Committee regarding the administrative report Riverside Brewery Co. Ltd., 10050 Riverside Dr. E. Demolition of Listed Property on the Windsor Municipal Heritage Register in favour of the administrative recommendation and is available for questions.
Thomas Vida, applicant’s representative

Thomas Vida, applicant’s representative appears before the Planning, Heritage and Economic Development Standing Committee regarding the administrative report Riverside Brewery Co. Ltd., 10050 Riverside Dr. E. Demolition of Listed Property on the Windsor Municipal Heritage Register in favour of the administrative recommendation and is available for questions.

Councillor Kusmierczyk inquires about a summary of the condition of the building. Mr. Tape indicates that there is severe structural deterioration and progressive collapse of the floor which is an immediate threat to public property.

Councillor Kusmierczyk inquires as to the type of demolition that will be used. Mr. Tape indicates that they are currently receiving prices and it will be a strict process in order to mitigate the impact to the community.

Councillor Kusmierczyk inquires about the landscaping after the demolition. Mr. Tape indicates they will do everything they can to mitigate the dust and soften the industrial look utilizing landscaping when the site is demolished.

Councillor Holt inquires about whether there is anything of heritage value in/on the building. Mr. Tape indicates there is nothing of value inside.

Moved by: Councillor Kusmierczyk
Seconded by: Councillor Sleiman

Decision Number: PHED 535
I. THAT the request to demolish the Riverside Brewery Co. Ltd. Building at 10050 Riverside Drive East, listed on the Windsor Municipal Heritage Register, BE APPROVED; and,

II. THAT City Council requests the owner TO PROVIDE Museum Windsor with the circle-R emblem currently above the main doorway entrance for archival purposes.

III. THAT a site plan BE PROVIDED to the satisfaction of the City Planner outlining specific buffering and landscaping elements that will be utilized on site; and,

IV. THAT Administration BE Requested to have a conversation with abutting property owners to outline available incentives that may assist in the development of that property in the future; and,

V. THAT the Heritage Planner BE DIRECTED to investigate whether there is anything on site of heritage value that may be preserved.

Carried.
Members Miller, Baker and Foot voting nay.
10.2. 673 Caron Avenue - Lufkin Rule / Canadian Linen Supply - Remarketing, Demolition of Register-Listed, City-Owned Property (Ward 3)

A deferral motion is put forward.

William Tape, Senior Structural Engineer

William Tape, Senior Structural Engineer, appears before the Planning, Heritage and Economic Development Standing Committee regarding the administrative report 673 Caron Ave. – Lufkin Rule/ Canadian Linen Supply-Remarketing, Demolition of Register Listed, City Owned Property expressing concern with the request for deferral.

Carl James Martin, resident

Carl James Martin, resident appears before the Planning, Heritage and Economic Development Standing Committee regarding the administrative report 673 Caron Ave. – Lufkin Rule/ Canadian Linen Supply-Remarketing, Demolition of Register Listed, City Owned Property expressing concern with the deferral request.

Moved by: Councillor Holt
Seconded by: Member Foot

THAT the report of the City Planner dated November 27, 2017 entitled “673 Caron Avenue - Lufkin Rule / Canadian Linen Supply - Remarketing, Demolition of Register-Listed, City-Owned Property (Ward 3)” BE DEFERRED for three months.
Councillors Sleiman and Kusmierczyk voting nay.
Carried.

Report Number: S 222/2017
Clerk’s File: MBA/12805

There being no further business the meeting of the Planning, Heritage and Economic Development Standing Committee (Heritage Items) portion is adjourned at 7:15 o’clock p.m.

The Vice chair calls the Administrative Matters portion of the Planning, Heritage & Economic Development Standing Committee meeting to order at 7:15 o’clock p.m.
11. ADMINISTRATIVE ITEMS

11.1. Brownfield Redevelopment Community Improvement Plan (CIP) application submitted by THMC Windsor Inc. for 600, 630, 700 and 710 Tecumseh Road East and 1720 Howard Avenue

Greg Atkinson, Planner Special Projects, appears before the Planning, Heritage & Economic Development Standing Committee regarding the administrative report Brownfield Redevelopment Community Improvement Plan (CIP) application submitted by THMC Windsor Inc. for 600, 630, 700 and 710 Tecumseh Road East and 1720 Howard Avenue and provides a brief history of the property as well as a summary of the report.

Karl Tanner and Pablo Golab, Dillon Consulting

Karl Tanner and Pablo Golab, Dillon Consulting appear before the Planning, Heritage & Economic Development Standing Committee regarding the administrative report Brownfield Redevelopment Community Improvement Plan (CIP) application submitted by THMC Windsor Inc. for 600, 630, 700 and 710 Tecumseh Road East and 1720 Howard Avenue and are available for questions.

Moved by: Councillor Sleiman
Seconded by: Councillor Holt

Decision Number: PHED 536
THAT the request made by THMC Windsor Inc. to participate in the Feasibility Study Grant Program BE APPROVED for the completion of the proposed concept plan and market analysis for 600, 630, 700 and 710 Tecumseh Road East and 1720 Howard Avenue, pursuant to the City of Windsor Brownfield Redevelopment Community Improvement Plan; and,

THAT the City Treasurer BE AUTHORIZED to issue payment to a maximum of $7,000 based upon the completion and submission of a feasibility study completed in a form acceptable to the City Planner and City Solicitor.
Carried.
Councillor Kusmierczyk was absent from the meeting when the vote was taken on this matter.

Report Number: S 218/2017
Clerk’s File: SPL/10759

11.2. Closure of part of Goyeau Street R.O.W. between Wyandotte Street East and Park Street E.; part of the north-south alley north of Wyandotte Street E., between Goyeau Street and Windsor Avenue; and part of Windsor Avenue
Deacon Gerard Charette, St. Alphonsus Church

Deacon Gerard Charette, St. Alphonsus Church appears before the Planning, Heritage & Economic Development Standing Committee regarding the administrative report Closure of part of Goyeau Street R.O.W. between Wyandotte Street East and Park Street E.; part of the north-south alley north of Wyandotte Street E., between Goyeau Street and Windsor Avenue; and part of Windsor Avenue R.O.W. on the north side of Wyandotte Street East, along the west limit of Windsor Avenue R.O.W. and requests that the correct name is used on the application and expresses concern with the potential of the City parking vehicles in that area.

Administration indicates that the area will not be used for that purpose and that access will be maintained.

Moved by: Councillor Payne
Seconded by: Councillor Holt

Decision Number: PHED 537

I. THAT the portion of Goyeau Street right-of-way located between Wyandotte Street East and Park Street East; described as PARTS 24, 25, 27 & 29 on Reference Plan 12R-26894 and shown on Drawing No. CC-1713 attached hereto as Appendix “A” BE CLOSED AND CONVEYED to the Windsor-Detroit Tunnel Corporation subject to easements as noted in Recommendation V(a) below:

II. THAT the portion of Goyeau Street right-of-way located between Wyandotte Street East and Park Street East; described as PARTS 22 and 23, on Reference Plan 12R-26894 and shown on Drawing No. CC-1713 attached hereto as Appendix “A” BE CLOSED AND RETAINED by the City, subject to easements as noted in Recommendation V (b) below:

III. THAT the 3.0m wide by 50.3m long portion of Windsor Avenue right-of-way located on the west side of Windsor Avenue right-of-way, north side of Wyandotte Street East; described as part of PART 1 on Reference Plan 12R-26894, save and except Parts 1 & 2 on Reference Plan 12R-26964, and shown on Drawing No. CC-1713 attached hereto as Appendix “A” BE CLOSED AND RETAINED for municipal purposes, subject to easements as noted in Recommendation VI below;
IV. THAT the southerly 85.2m long portion of the 6.1m wide north-south alley located on the north side of Wyandotte Street east, between Goyeau Street and Windsor Avenue, ending at the northerly limit of the property known as 525 Windsor Avenue; said portion of described as PARTS 8, 9 and 10 on Reference Plan 12R-26894 and shown on Drawing No. CC-1713 attached hereto as Appendix “A” BE CLOSED AND CONVEYED to the abutting property owners as follows, subject to easements as noted below in Recommendation VI;

1. PART 8 on Reference Plan 12R-26894 to be transferred to the Windsor-Detroit Tunnel Corporation; and,

2. PARTS 9 & 10 on Reference Plan 12R-26894 are to be conveyed to the owner of the abutting property municipally known as 525 Windsor Avenue;

V. THAT prior to the transfer or/and consolidation of said lands, the following easements BE RESERVED or GRANTED by the City:

a. Easement, BE RESERVED over PARTS 24 and 25 on Plan 12R- 26894 for sanitary and storm sewers, sewer connections and catchbasins;

b. Easement, BE GRANTED over PART 23 on Reference Plan 12R-26894 in favour of Windsor-Detroit Tunnel Corporation for access to Part 24 on Reference Plan 12R-26894;

c. Easement, BE GRANTED over PART 23 on Reference Plan 12R-26894 in favour of The Roman Catholic Episcopal Corporation for the Diocese of London in Canada for access to Lots 89, 92 and 93 on Registered Plan 1303, Windsor, save and except Part 2 on Reference Plan 12R-12733;

VI. Easements BE GRANTED to the following utility agencies, provided that the requirements of WDTC in Recommendation VII below are adhered to and the said easements are to the satisfaction of the City Solicitor:

1. BELL CANADA, COGECO CONNEXION INC., MANAGED NETWORK SYSTEMS INC. (MNSi) and TELUS COMMUNICATIONS COMPANY – over Parts 21, 22, 23, 25 and 26 on Plan 12R-26964 and over Parts 13 & 14 on Plan 12R-26964;

2. ENWIN UTILITIES LTD. – over Parts 4 and 14, Plan 12R-26964 and over Parts 9 and 10 on Plan 12R-26894;

3. THE WINDSOR UTILITIES COMMISSION – over part of Goyeau Street right-of-way described as Parts 5, 23, 25 and 26 on Plan 12R-26964; and

4. UNION GAS LIMITED – over Part 1 on Plan 12R-26894 save and except Parts 1 and 2 on Plan 12R-26964;
VII. THAT the above utility-agency easements in Recommendation VI be subject to the following restrictive covenants:

    a. The utility companies shall not have the right to access to the Lands, except for the purposes of repairing, maintaining and replacing their facilities.
    b. No entry on the lands unless they provide notification at least two (2) business days prior to commencing any work on the Tunnel property.
    c. No entry on the lands in case of emergency unless prior notice is provided to the Windsor-Detroit Tunnel Corporation (WDTC).
    d. The utility companies shall not obstruct or block any access routes to or from the Tunnel.

VIII. THAT Conveyance Cost **BE SET** as follows:

    a) For that part of the north south alley between City Hall Square West and Wyandotte Street East, west of Windsor Avenue, abutting 525 Windsor Avenue and identified as Parts 9 and 10 on Plan 12R-26894, the cost will be $8.00 per square foot without easements, $4.00 per square foot with easements;

    b) For that part of the north south alley between City Hall Square West and Wyandotte Street East, west of Windsor Avenue, identified as Part 8 on Plan 12R-26894, the cost will be $1.00 to the Windsor Detroit Tunnel Corporation;

    c) For the full width of Goyeau Street the cost will be $1.00 to the Windsor Detroit Tunnel Corporation;

IX. THAT The City Solicitor **BE REQUESTED** to prepare the necessary by-law(s).

X. 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.

XI. THAT the matter **BE COMPLETED** electronically pursuant to By-law Number 366-2003. Carried.

Report Number: S 208/2017
Clerk’s File: SAA2017
11.3. Economic Revitalization Community Improvement Plan (CIP) application submitted by Windsor Freezer Services Ltd. for property located at 1540 Mercer Street

Ben Schlegel and Tyler Schlegel, Poultry Health Services

Ben Schlegel and Tyler Schlegel, Poultry Health Services appear before the Planning, Heritage & Economic Development Standing Committee regarding the administrative report Economic Revitalization Community Improvement Plan (CIP) application submitted by Windsor Freezer Services Ltd. for property located at 1540 Mercer Street and are available for questions.

Greg Atkinson, Planner Special Projects, appears before the Planning, Heritage & Economic Development Standing Committee regarding the administrative report Economic Revitalization Community Improvement Plan (CIP) application submitted by Windsor Freezer Services Ltd. for property located at 1540 Mercer Street and provides a brief history of the property and summarizes the application.

Many committee members commend the applicant for making the application and wish them success.

Moved by: Councillor Holt
Seconded by: Councillor Sleiman

Decision Number: PHED 538

I. THAT the request made by Windsor Freezer Services Ltd. to participate in the Business Retention and Expansion Grant Program BE APPROVED for 100% of the municipal portion of the tax increment resulting from the proposed development located at 1518-1540 Mercer Street for up to 10 years or until 100% of the eligible costs are repaid pursuant to the City of Windsor Economic Revitalization Community Improvement Plan; and,

II. THAT, Administration BE DIRECTED to prepare an agreement between the City and Windsor Freezer Services Ltd. to implement the Business Retention and Expansion Grant Program in accordance with all applicable policies, requirements, and provisions contained within the Economic Revitalization Community Improvement Plan to the satisfaction of the City Planner as to technical content, the City Solicitor as to legal form, and the CFO/City Treasurer as to financial implications; and,

III. THAT, the CAO and City Clerk BE AUTHORIZED to sign the Business Retention and Expansion Grant Agreement.

Carried.

Councillor Kusmierczyk was absent from the meeting when the vote was taken on this matter.
12. COMMITTEE MATTERS

12.1. Minutes of the Windsor BIA Advisory Committee of its meeting held October 10, 2017

Moved by: Councillor Holt
Seconded by: Councillor Sleiman

Decision Number: PHED 539
That the Minutes of the Windsor BIA Advisory Committee of its meeting held October 10, 2017 BE RECEIVED for information.
Carried.

12.2. Report No. 14 of the Windsor BIA Advisory Committee - Use of the City's incorporation number

Moved by: Councillor Holt
Seconded by: Councillor Sleiman

Decision Number: PHED 540
THAT report No. 14 of the Windsor BIA Advisory Committee indicating:
That Administration BE REQUESTED to provide a report regarding the use of the City of Windsor’s incorporation number; if the BIA’s are under the City’s umbrella and, if the BIA’s can utilize the City’s incorporation number to apply for grants BE APPROVED.
Carried.

13. QUESTION PERIOD

None presented.
14. ADJOURNMENT

There being no further business the meeting of the Planning, Heritage and Economic Development Standing Committee is adjourned at 7:30 o’clock p.m.

Ward 8—Councillor Marra  
(Chairperson)  

Supervisor of Council Services
Subject: Heritage Recognition 2018 - Presentation of Heritage Designation Plaques and Built Heritage Awards

Reference:
Date to Council: 01/22/2018
Author: John R. Calhoun, Heritage Planner
jcalhoun@citywindsor.ca
519-255-6543x6179
Kristina Tang, Policy Planner
ktang@citywindsor.ca
519-255-6543x6435
Planning & Building Services
Report Date: 12/7/2017
Clerk’s File #: MBA2018

To: Mayor and Members of City Council

Recommendation:
I. THAT the owners of all buildings designated by City Council in 2017 as heritage properties namely: former Windsor Star, 167-181 Ferry Street; Rigg-Shanfield House, 942 Victoria Avenue; Cunningham’s Sheet Metal, 1478 Kildare Road; Imperial Bank of Canada, 1586-98 Wyandotte Street East and International Playing Card Company, 1123 Mercer Street all BE RECOGNIZED with the presentation of heritage designation plaques; and

II. THAT the owners of Champion Products, 2744 Edna Street; TCI Titan Group, 2489 Seminole Street; U-Haul, 9082 Tecumseh Road East; Heimat, 1367 Drouillard Road and Michael DiFazio Reclaim Artistry, 1023 Drouillard Road BE RECOGNIZED with Built Heritage Awards for 2018.

Executive Summary: N/A

Background:

For many years City Council has recognized property owners for long-time heritage stewardship and/or well-done rehabilitations. Also, owners of newly designated buildings have been presented a heritage plaque that can be affixed to the exterior of their building. These awards and plaques are typically presented once each year in conjunction with Heritage Week in Ontario. Proclamation of Heritage Week 2018, between February 19 to 25, has also been requested.
Heritage Designation Plaques:

In 2017, City Council designated five heritage properties. The owners of each property are to be recognized with plaques:

The **Windsor Star**, 167-181 Ferry Street:

The 1927 north limestone building was designed in the Beaux-Arts style by prominent local architect Albert H. McPhail. The south structure has elements of an Early Twentieth Century Commercial style; it was built as apartments about 1914. The *Windsor Star* newspaper and its predecessors have published continuously since 1860, and occupied this property from 1923 to 2011. The University of Windsor completed a major renovation in 2015.

The **Rigg-Shanfield House**, 942 Victoria Avenue:
This house was designed in the Italian Renaissance architectural style with a symmetrical red brick facade, arched openings with balustrades, classical porch entrance and large eave overhang with decorative brackets. It was the residence of local businessman Sidney E. Rigg, whose family business specialized in the monument and granite industry. Jack Shanfield and his family were also long time owners; he owned and operated a downtown china and jewellery shop for over 60 years. Owners Patricia and Bill Lewis requested the designation of their home and have invested much effort in restoring and repairing the property to its original glory.

**Cunningham’s Sheet Metal, 1478 Kildare Road:**

This one storey rectilinear building with a buff brick facade was designed by architects McElroy & McIntosh with simple elements of the Art Deco style, and built in 1928. Cunningham’s Sheet Metal has a rich history of operation in Walkerville and contribution to the construction of Windsor. It is located between a residential neighbourhood and industrial uses. Owners Justin and Cherleen Lapointe of Justin’s Auto Repair requested the designation of their building.

**Imperial Bank of Canada, 1586-98 Wyandotte Street East:**

The Imperial Bank of Canada Walkerville branch building was constructed in 1927. It is designed in the Stripped Classical Art Deco style, featuring classical decorative motifs including simplified pilasters and entablatures, using red brick with contrasting limestone
materials, and geometric motifs like herringbone brickwork and the Imperial Bank of Canada medallion. The building is an example of bank designed by influential Canadian bank architects Langley & Howland. The subject property is a physical remnant of the Imperial Bank of Canada’s presence in the Border Cities Region and reflects the economic prosperity of the Town of Walkerville and its commercial areas. Owner Erendira Reyes of Windsor JJM Corporation requested the designation.

The **International Playing Card Company**, 1123 Mercer Street:

![International Playing Card Company](image)

This long one-storey brick building is designed in a simplified Art Deco architectural style. The facade of the building reflects designs typically used for commercial properties, and has the common elements of pilasters, setbacks, and geometric motifs used in Art Deco styles. It is symmetrical, articulated with a pediment at the northeast and southeast entrances, a variety of brickwork and stone detail, shaped stone parapet and multi-faced pilasters. Stone emblems and engraved stone bands are positioned above the front entrances. The 1928 building is by local architects J.C. Pennington and John Boyde. The International Playing Card Company accounted for half or more of Canadian playing card sales during the 20th century. The Greater Essex County District School Board’s proposal to convert the building to a school was given heritage approval by the City Council in December 2017.

**Built Heritage Awards:**

Members of the Planning Heritage and Economic Development Standing Committee (PHEDSC) were asked to choose properties for Built Heritage Awards for 2018. Recognition could be for reasons such as a long-term good property stewardship or a recent well-done rehabilitation. Properties must be within Windsor, but need not be on the Windsor Municipal Heritage Register. Properties were nominated this year for their example in adaptively reusing long-time vacant properties which might have otherwise been demolished or stayed vacant. Many are associated with industrial uses or located in the Ford City area, and celebrate Windsor’s industrial heritage and history. The
following have been nominated by the PHEDSC heritage at-large members; other properties may also be considered in the future:

**Champion Products**, 2744 Edna Street and 2601 Wyandotte Street East (Register listed 2012):

The two-storey building to the west has brick banding below the parapet, and concrete sills; it was built about 1912 for Canadian Lamp & Stamping Co. Ltd, and later used by the Long Manufacturing Co., maker of automobile radiators. The one-storey building on the east has three wide bays and louvered skylights; it was the Ford Canada building #2, built about 1922. When the current owners took ownership of the premises, the second floor was vacant and they proceeded to clean and restore its original hardwood floors. They have also renovated the interior spaces such as the hardwood framed office space, original staircase, and brick wall lighting boutique area for the Champion Products corporate offices.

**TCI Titan Group**, 2489 Seminole Street (not on Register):

Constructed c.1937, the plain rectangular one storey concrete block and brick veneer steel frame beam construction was first used as a private garage. From 1944, the garage served the Dominion Forge & Stamping Co. which had facilities located mainly on the north side of the same block of Seminole Street. Dominion Forge & Stamping
Co. was the first forging company in Canada and was initially established to provide a Canadian source for forgings and stampings to the Ford Motor Company of Canada.

Later, the one storey brick breaker station was added on the west of the garage. The garage building consists of two garage doors and window openings on the north face, while the breaker station building is articulated with simple pilasters and concrete caps at corner ends. The current owners cleaned up the exterior side yard and facade,
demolished the interior, and renovated and rehabilitated the long-time vacant building into offices.

**U-Haul, 9082 Tecumseh Road East (not on Register):**

![Before Change [Google 2012]](image1)

![Current view of property](image2)

This large site consisted of a number of buildings including the former FCM Building (originally constructed in 1952), the Wickes manufacturing facility also known as Windsor Bumper Co. Building (constructed from the 1960s), and the East Side Stamping Building constructed in 1967, as well as several additions constructed between the 1960s and 1980s. Both latter companies operated heavy metal stamping and electroplating from the site until the early 1990s. After prolonged period of vacancy and tax arrears, the City of Windsor assumed ownership of the contaminated brownfield site. 9082 Tecumseh (Canada) Ltd, the company created by AMERCO, the real estate division for U-Haul International, purchased the property in 2015 shortly after the property had experienced a fire. Despite the dilapidated condition of the property, U-Haul has partnered with the City and received approval for brownfield redevelopment grants to conduct environmental clean-up of the site. The property owner is to be commended for reusing a long-time older industrial building and redeveloping the property into new storage and truck rental facility.
Heimat, 1367 Drouillard Road (not on Register):

Transformed space at Heimat Banquet and Outdoor Patio Facility

This building began as the Finnish Club c.1927 until it was shut down in 1941 by the Canadian government due to the political sensitivities of communist-supporting Finnish members during World War II. The Czechoslovakian Club, which had many members employed by the Ford Motor Co. and lived nearby, took over the premises from 1944 onwards. The building continued its use as the Slovakian Club for many years. The two-storey red brick building has face brick where every sixth row of stretcher brick is inset slightly creating a stripe pattern. The building consists of mostly concrete blocks at side, as well as a center entrance with stone surrounds. The current owners cleaned and repaired the interior space, as well as the adjacent patio landscaped area. Today, the facility continues to be available for community, cultural and banquet events.
Michael DiFazio Reclaim Artistry, 1023 Drouillard Road (not on Register):

Before Change

After renovations

This concrete block building with brick veneer appears to have been constructed c.1924-25 along with the other continuous building on the block. Some of the uses of the building were a clothing store, billiard hall, and restaurant. The brick-faced building now features metal banding above the second floor windows and metal awning over the ground floor store front entrance and display windows. Although the building has been modified over the years without regard to its heritage character, the current owner is to be commended for taking the long time vacant commercial property and creating an active retail use along the Drouillard Road Mainstreet. DiFazio has invested in painting, repairing the brickwork, and renovating the interior space for a retail store at the front and workshop at the back. He is also in the process of converting the entire upper floor into residential apartment units.
Official Plan:

The Official Plan states such objectives as “To increase awareness and appreciation of Windsor’s heritage resources and encourage participation by individuals, organizations and other levels of government in heritage conservation.” (9.2.4)

That “Council will recognize Windsor’s heritage resources by: … Presenting plaques and certificates to buildings and persons representing the outstanding restoration and conservation of Windsor’s heritage resources by means of an annual heritage conservation awards programme.” (9.3.3.1.(e))

“9.3.6.1 Council will manage heritage resources by: … (e) providing support and encouragement to organizations and individuals who undertake the conservation of heritage resources by private means; and (f) Promoting public understanding, appreciation and enjoyment of Windsor’s heritage resources through an on-going public awareness and education programme.”

Risk Analysis:

No risk has been identified.

Financial Matters:

A minimal cost will be incurred for certificates. The cost of the plaques is paid from the Heritage Committee Operating Fund account #0111610.

Consultations:

Heritage at-large members of the Standing Committee met in November and December 2017 to discuss candidate sites.

Conclusion:

The owners of the five newly designated properties should be recognized by presentation of plaques, and the owners of five properties should be given Built Heritage Awards to recognize their good heritage stewardship for their properties and for the residents of the City of Windsor.

Planning Act Matters: N/A

Approvals:

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
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<tbody>
<tr>
<td>Michael Cooke</td>
<td>Manager, Planning Policy</td>
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<tr>
<td>Thom Hunt</td>
<td>City Planner</td>
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<tr>
<td>Wira Vendrasco</td>
<td>Deputy City Solicitor</td>
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<tr>
<td>Shelby Askin Hager</td>
<td>City Solicitor CLT</td>
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<tr>
<td>Name</td>
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<tr>
<td>Onorio Colucci</td>
<td>Chief Administrative Officer</td>
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</table>

**Notifications:**

List provided to Clerk’s office.

**Appendices:**  N/A
Subject: McDougall-Stodgell House, 712 Devonshire Road - Community Heritage Fund Grant (Ward 4)

Reference:
Date to Council: 1/22/2018
Author: John R. Calhoun
jcalhoun@citywindsor.ca
519-255-6543x6179
Kristina Tang
ktang@citywindsor.ca
519-255-6543x6435
Planning & Building Services
Report Date: 12/13/2017
Clerk’s File #: MBA/9717

To: Mayor and Members of City Council

Recommendation:
THAT the owners of the McDougall-Stodgell House, 712 Devonshire Road, BE GRANTED an upset amount of $5,235 from the Community Heritage Fund (Reserve Fund 157), subject to the Chief Building Official and Heritage Planner determination that the work is completed in accordance with applicable codes and historic standards and subject to the owner’s submission of paid receipts for work completed.

Executive Summary: N/A

Background:
City Council approved the heritage designation for the McDougall-Stodgell House with By-Law No. 173-2007 in September 2007. It was included in the first group of listings in the Windsor Municipal Heritage Register earlier in 2007, preceded by inclusion in the earliest unofficial Inventory of properties of heritage interest in 1989. The 2007 designation inadvertently omitted some of the property features and was amended with By-Law No. 146-2012 in October 2012. The statement of significance from that by-law is attached as Appendix 1.

The current owners acquired the property in May 2017. They asked the heritage planner to take pictures as-is, and began repairs with the understanding that heritage grants would not necessarily be approved. On December 12, 2017 they submitted a request for Community Heritage Funding in the amount of $8,725 (Appendix 2). This
represents 25% of the eligible net cost of $34,901 quoted for exterior repairs. The owners will also be eligible for 30% property tax rebates for three years up to the total costs, less any grants.

Subject Property taken in October 2017, facing Devonshire Road

**Discussion:**

**Property Description:**

The two and a half storey Georgian Revival/Arts & Crafts style house was constructed in 1914 on a prominent corner in the Town of Walkerville. The design was by architects Stahl, Kinsey & Chapman, who also designed the gates for Willistead and the Bank of Montreal on Wyandotte Street. It is one of the few stucco-clad houses in Walkerville. On its largely symmetrical form are a two-storey windowed porch on the south and a saltbox roofed ell on the north. The entry is under arches of detailed woodwork on both floors.

**Proposal:**

The Community Heritage Fund request is for a grant of up to $8,725. The recommended grant is $5,235.

**Legal provisions:**

The designation by-law includes historical and architectural attributes (see Appendix 1). In accordance with the *Ontario Heritage Act*, changes to designated property that affect listed features must be considered for approval by City Council, after consulting with the Planning, Heritage & Economic Development Standing Committee.
Part IV, clause 39. (1) of the *Ontario Heritage Act* provides that “The council of a municipality may pass by-laws providing for the making of a grant or loan to the owner of a property designated under this Part for the purpose of paying for the whole or any part of the cost of alteration of such designated property on such terms and conditions as the council may prescribe.”

The City’s Community Heritage Fund (reserve fund 157) exists to encourage the conservation of the built heritage through the provision of financial assistance to owners wishing to acquire and/or conserve designated heritage properties. The policies for Community Heritage Fund grants are outlined on the City website. This fund is limited to designated properties, and generally for heritage attributes listed in the designation by-law. The guidelines are City policy; the only statutory eligibility requirement calls for the property to be designated as a heritage property.

Facing Tuscarora Street (left) and South Side Porch (right)

**Architectural Considerations:**

Only minor design changes were proposed for the property; not materially affecting the designated features; therefore no heritage alteration permit was needed.

The first floor of the “enclosed two-storey porch on the south façade” described in the designation had been glazed with large panes that were not properly supported. These were replaced with simulated multiple-pane units on the front. (The detailed sashes on the upper floor were to be repaired and not replaced.) On the north side, facing Tuscarora Street, one basement window had been partly enclosed and boarded over; a new window was installed.

**Official Plan:**

The Windsor Official Plan states “Council will recognize Windsor’s heritage resources by: Designating individual buildings, structures, sites and landscapes as heritage properties under the Ontario Heritage Act.” (9.3.3.1(a))
The Plan includes protection (9.3.4.1). “Council will protect heritage resources by: (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 …”

The Windsor Official Plan includes (9.3.6.1.), “Council will manage heritage resources by: (e) providing support and encouragement to organizations and individuals who undertake the conservation of heritage resources by private means”.

Risk Analysis:

For the Community Heritage Fund, no City funds will be expended until the project is determined by the Planning and Building Services Department to be complete according to good practices. No payment will be made if there are unauthorized alterations.

Financial Matters:

Expenditures in addition to the Community Heritage Fund grant are entirely those of the property owner. The owners are aware that work undertaken before grant approval might not be funded.

For repairs, the Community Heritage Fund guidelines provide: “The amount of any loan/grant combination for any one designated property in any single year may be appropriate to the extent of the restoration work proposed, and to the historic and/or architectural significance of the property. As a general principle, awards will be limited to a maximum of $50,000 unless the Windsor Heritage Committee so recommends and Council approves. The award from the Community Heritage Fund will generally be given according to the following formula: Grant: 15 percent of the award in the form of a grant & Low Cost Loan: 85 percent of the award.”

No heritage grants have been given previously for this property. Administration is recommending a grant of $5,235, based on 15% of $34,901 of quotes submitted for applicable work (see Appendix 2). No loan is requested.

The total work cost was $45,086 + HST. The extensive repairs to the stucco walls (a designated feature) in preparation for painting were included, but the actual painting ($12,000) was judged to be more routine maintenance. The non-heritage front windows of the side porch ($2,200) were also determined to be outside the grant. The net eligible cost was $30,886 + HST = $34,901.

The guidelines provide for a minimum of two quotes for similar work. However the owner submitted only one quote, from the chosen contractor. The applicant requests
that funding be based upon the quote from a single source; the rationale is submitted as part of Appendix 2.

The available balance of the fund is about $32,400 above all obligations. Therefore the current balance is sufficient for the current recommendation.

Consultations:

The heritage planner met on-site with the current owners and their proposed contractor before they took ownership, and later after much of the work had been done.

Conclusion:

Administration recommends that the owners of the McDougall-Stodgell house at 712 Devonshire Road be awarded a grant to an upset limit of $5,235 from the Community Heritage Fund to assist with part of the costs of repairs for this heritage-designated property.

Planning Act Matters: N/A

Approvals:

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<th>Name</th>
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<tr>
<td>Rob &amp; Kim Nelson</td>
<td>712 Devonshire Rd</td>
<td><a href="mailto:melson@uwindsor.ca">melson@uwindsor.ca</a></td>
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<td>Windsor ON N8Y 2M1</td>
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Appendices:

1. Heritage Designation By-Law (Description part)
2. Community Heritage Fund Application
McDougall-Stodgell House, 712 Devonshire Rd  
By-Law No. 146-2012, passed by Council October 15, 2012  

SCHEDULE “B”  

REASONS FOR DESIGNATION:  

Description of Historic Place  

The home at 712 Devonshire, referred to as the McDougall-Stodgell house in remembrance of the two prominent Walkerville families that first lived there, is situated on the southeast corner of Devonshire Road and Tuscarora Street in the near east end of the City of Windsor – in the former Town of Walkerville, one of the “Border Cities” amalgamated with Windsor in 1935. The two and a half storey Georgian Revival/Arts & Crafts style house was constructed in 1914 for John A. McDougall, Secretary of Hiram Walker & Sons. In 1920, he sold the property to Charles J. Stodgell, Walkerville mayor and successful businessman. It represents the fine homes being built in Walkerville for prominent citizens during the early decades of the 20th century.  

Historical Value  

The McDougall-Stodgell house is historically significant because of its associations with the influential persons that resided within it walls. It was built in 1914 for John A. McDougall, the managing director of Walker Sons Ltd. – the firm at the foundation of Walkerville – although the lands were not officially conveyed to McDougall until 1917. From 1920 until 1939 it was the home of Charles James Stodgell. Originally from England, Stodgell came to Walkerville in 1884 and hired on as a farm hand with Hiram Walker & Sons. He quickly moved up the ranks to running the Walkerville general store and acting as assistant postmaster. After resigning from the Walker firm, he engaged in a very successful and visible business career – owner of a wholesale liquor store, vice-president of Butternut Bread Co, and owner of Symes Motor Sales of Leamington. His political life was also highly visible; he served as Mayor of Walkerville (1921-23), on the town council, as well as a member of the Board of Education and the Library Board. Stodgell Park was named after this well-respected gentleman, who as Mayor, presided over the presentation of Willistead to the town by the Walker family.  

Design Value  

The McDougall-Stodgell house is architecturally significant as an example of a Georgian Revival style house with prominent Arts & Crafts elements. It is one of the few stucco clad houses in Walkerville, being unique in that the construction is stucco on hollow tile with brick and concrete foundation walls. On its largely symmetrical form are a two-storey windowed porch on the south and a saltbox roofed ell on the north. The front entrance is accentuated with sidelights/fanlight transom and a coved-hood columned
portico. Above the portico are a flat-arched Palladian window and an eyebrow eave. The side stucco-clad garage is contemporary to the house.

**Contextual Value**

The McDougall-Stodgell is an important, well-preserved example of the type of quality homes being built by community leaders during Walkerville’s second phase of development – when the prosperous town was expanding south of Wyandotte Street. Distinctive houses of various architectural styles, popular in the protracted Edwardian Period (1900 to the 1930s), were constructed along Devonshire Road, Walkerville’s “main street”.

**Character Defining Elements**

**Items that contribute to the historical value of the McDougall-Stodgell House include:**

- Its existence as a well-preserved example of the fine quality homes being built for Walkerville’s prominent citizens in the early part of the 20th century
- Its association with John A. McDougall – Secretary of Hiram Walker & Sons
- Its association with Charles J. Stodgell – Mayor of Walkerville, self-made successful businessman and civic leader

**Exterior features that contribute to the architectural value of the McDougall-Stodgell House include:**

- Its overall symmetrical Georgian Revival domestic design:
  - Gable roof (originally wood shingle clad)
  - Wooden bracketed eaves with diamond motif at brackets
  - Plain end chimneys
  - Multi pane (6/1) double hung windows with shutters
  - Elaborate central doorway with sidelights, and fanlight transom.
  - Palladian style window of diamond motif leaded glass on the second floor over front entrance
- Its construction of hollow tile covered with white stucco.
- Its original freestanding one car garage – stucco clad with small pane windows and chimney
- Its prominent Arts & Crafts elements
  - Enclosed two-storey porch on the south façade with small pane glazing on the second floor and prominent eave with moulded projecting wooden brackets between the first and second floors.
  - Saltbox roofed ell on the north with arched porch entrance
  - Coved-hood columned wooden portico with flat-roofed bracketed wings with decorative wooden divides at front entrance.
  - Eyebrow eave above the front entranceway.
Characteristics that contribute to the contextual value of the McDougall-Stodgell House include:

- Its location in the heart of the historic core of the former town of Walkerville – on Devonshire Road, Walkerville’s “main street”
- Its status as an important, well-preserved example of the type of quality homes being built by community leaders during Walkerville’s second phase of development – when the prosperous town was expanding south of Wyandotte Street
APPLICATION FOR LOAN AND/OR GRANT
(To be completed in full)

APPLICANT/AGENT/OWNER INFORMATION

1. APPLICANT(S): Rich and Kim Nelson
   Address, City: 712 Devonshire Rd, Postal Code: N8Y 2M1
   Email: rnelson@uwindsor.ca Telephone: 2263467166

2. AGENT/ARCHITECT/ENGINEER/SOLICITOR: ________________________________
   Address, City: __________________________ Postal Code: ________________
   Email: __________________________________ Telephone: ________________

3. REGISTERED OWNER(S): Same as 1...
   Address, City: __________________________ Postal Code: ________________
   Email: __________________________________ Telephone: ________________

PROPERTY FOR WHICH HERITAGE FUND ASSISTANCE IS REQUESTED

4. HERITAGE NAME OF PROPERTY: McDougall-Stodgell House

5. MUNICIPAL ADDRESS: 712 Devonshire Rd.

6. LEGAL DESCRIPTION (Lot and Plan): Plan 211, Lots 1 & 3, Block Q

7. ASSESSMENT ROLL NUMBER(S): 3739-020-080-0600-0000

8. EXISTING USE: Residence

9. THIS PROPERTY IS DESIGNATED UNDER THE ONTARIO HERITAGE ACT

   YES ☐ By-law No. 146-2012 Date October 15, 2012

REQUESTED HERITAGE FUND ASSISTANCE

10. AMOUNT AND TYPE OF FINANCIAL ASSISTANCE REQUESTED:

    Loan $__________

    Grant $8725     TOTAL $8725

    NOTE: Details for loan/grant are set out in the attached pamphlet "Windsor's
    Community Heritage Fund".

11. If a loan is requested, please indicate your term of repayment: _________ years.

12. Are there any outstanding mortgages or liens against this property?

    NO ☐

    YES ☐ Amount: __________ Institution: __________________________

13. If your application for a loan, grant or loan/grant combination is in an amount not to exceed
    $15,000, you may be required to obtain a property appraisal from a real estate agent or certified
    appraiser. If your application is in an amount in excess of $15,000, you may be required to obtain
    an appraisal from a certified appraiser.

14. Have you previously received assistance from the City for the property named above?

    NO ☐

Page 1 of 2 pages
YES ☐ Amount: ______________________ Date: ______________________
Source of funds: ______________________

REASONS FOR REQUESTING HERITAGE FUND ASSISTANCE

A. Rehabilitation of Owner’s designated property:
15. Describe fully here (or on attached sheets) the proposed work to be undertaken:
   Attached.

16. The applicant is responsible for providing at least two written estimates from qualified
contractors and/or qualified design consultants for the proposed restoration work. The estimates
should contain sufficient detail to permit a review of individual components of the proposed
work. Attach estimates to this form when filing. (Some specifications are available from the
Heritage Planner – see contact information at the bottom of this page.)

17. Describe any new uses of the property, if different from the existing use.

18. The application shall include recent, dated photographs of the property, to clearly illustrate the
areas of the property that are the subject of the proposed work. Any available architectural
drawings should be included as well.

19. Early photographs or drawings showing the property’s original appearance should be submitted,
if available, to assist in the review of the application.

B. Purchase of designated property:
20. Indicate the full price of the property you wish to purchase: $__________ and include a
copy of the “offer to purchase.”

21. Indicate your other sources of funding, the amount you will receive, and any subsequent
liens/mortgages.

C. Architectural/engineering study of Owner’s designated property:
22. Indicate the full price of the architectural/engineering study by a restoration specialist:
$__________ and include a copy of the estimate or invoice from the study.

SIGNATURES

APPLICANT OR AGENT _______________________________ Date 12 Dec 17

REGISTERED OWNER(S) _______________________________ Date 12 Dec 17

CHECKED/RECEIVED BY HERITAGE PLANNER _______________________________ Date _______________________________

This application should be completed and filed with the:
Planning Department
Suite 404 - 460 City Hall Square East
Windsor ON N9A 7R6

For assistance and/or information on filing, please contact the Planning Department:
Telephone 519-255-6543 x 6170  Fax 519-255-6544

NOTICE WITH RESPECT TO COLLECTION OF PERSONAL INFORMATION:

I/We also acknowledge that the information requested on this form is required in order to process the application to the Windsor
Heritage Committee. Please be advised that the information in this application form may be released to the public in an electronic
form, i.e. website and/or paper format, i.e. agenda or minutes.

Questions about this collection of information can be made to Karen Kades, Heritage Coordinator - 519-255-6222 x 6430
Dated: 12 Dec 17

Page 2 of 2 pages

PHED Standing Committee - January 22, 2018
Page 147 of 190
Dear John,

We initially received two estimates for the painting, and the winning bid began in April. Unfortunately, the painters were not properly patching the walls, and were damaging the window sills and original woodwork. 25% into the job they had to be fired, and we were in a very difficult position, with no one available to complete the job. Due to the booming economy finding a qualified company to quote competitively and perform in a timely manner was extremely difficult.

Luckily, Mike Keck is a highly respected contractor in Walkerville, and he was able to secure JMW painting, and working closely with them, was able to insure that the very meticulous work required of a heritage designated home was completed successfully. I hope this explains why, in the end, one estimate was submitted, and that it is understood that we managed to find a way out of a very difficult situation.

Yours,

Rob Nelson

Dr. Robert L. Nelson
Head, Department of History
University of Windsor
CANADA

>
Hi John,
Please take a look, and see if all’s well. I took the original figure, 45000, subtracted paint and porch, down to about 31K, added GST, then multiplied by .25

Yours,
Rob

Dr. Robert L. Nelson
Head, Department of History
University of Windsor
CANADA

Hi John, see below where Mike Keck disaggregates the quote.
Dr. Robert L. Nelson
Head, Department of History
University of Windsor
CANADA

After reviewing the file the allocation for the painting portion of the contract was $12000.00, balance of painting contract was for labour and materials to repair broken and cracked masonry, repair or replace rotten wood, stripping the wood and masonry of all detached coatings.
The front 2 windows were allocated at $2200.00 which included repair of all rotten framing, new jamb, installation and finishing of 2 windows with matching grills. If you have any further questions please contact the writer at any time.

Mike Keck
519 982 4336
Mike Keck
1568 Polonia Park
Windsor Ontario

September 30, 2017

INVOICE

Rob and Kim Nelson
712 Devonshire
Windsor Ontario

Labour and materials to complete the exterior restoration of 712 Devonshire Windsor Ontario as follows,

complete power washing of exterior

Sand scrape and fill all wood on exterior

Major repair of stucco to correct cracking and separation in several areas

Cleaning and repair of existing front eavestroughs including re-soldering of joints

Opening of closed in window on north side and repairing of existing frame to match

Repair window box over barrel roof

Repair to columns and facade on front porch

Recaulking of all penetration and minor cracks

Repair to garage stucco and window frames to correct water penetration and stop future damage

Repair window panes in garage to stop water penetration

Structure repair to sunporch to replace water damaged framing

Major repair of stucco on sun porch to repair water damage
Repair window frames on sun porch to remove water rotted wood

Replacement of windows on lower porch to stop future water penetration and damage to structure

Repair original windows on 2nd floor sun porch to correct water rotted sills frames and trim.

Repair to soffit to correct water damage

Proper priming with commercial grade primer to house and garage

Apply 2 coats of commercial grade paint to all exterior to house and garage

Supply and install new windows to first floor of sunroom

Supply and install new eavestroughs to sunroom

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<th>Description</th>
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<tr>
<td>Total labour and materials</td>
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<tr>
<td>GST</td>
<td>$5861.11</td>
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<tr>
<td>TOTAL</td>
<td>$50947.01</td>
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GST #868858325R
Contract Proposal

DATE:  August 13, 2017  
NAME:  Mike Keck  
ADDRESS:  712 Devonshire Rd  
PHONE:  519 982 4336  
Mkeck700@gmail.com

The undersigned proposes materials and performance of labour to complete the work described below:

Painting to full exterior of house and garage. Painting to visual portions of wood fence. Exterior Stucco primed with Sherwin Williams Lexon primer and 2 coats with exterior semi–elastomeric paint. Wood trim, Soffit, Facia, Exterior of storm windows and fence portions to be primed with shellac based primer and 2 coats of All Surface Enamel. Repaint black thresholds, black areas of entrance accents, hand rails, all exterior doors and two lion statues. Colours to match existing.

*PREP/ CLEAN UP NOTES: All large cracks and areas of needed attention to stucco will be caulked and sealed at noted. All exterior trim will be sanded, minor and major cracks to be caulked and flats filled with appropriate filler. Additional areas of trim as noted and discussed will be prepped accordingly with extra attention as needed including grinding and scraping to strip of major peeling or rotted painted surfaces, caulking, filling, and sanding. Surfaces not being painted will be masked and covered as needed. A lift to be used on premises for areas of accessibility and scaffolding to be supplied and set up for use in areas of the rear in which the lift cannot navigate to.

All of the above to be provided in good workman like manner for the sum of $32,000.00 plus HST and invoiced upon completion. Any changes in the work above and price shall be made in writing. Any additional work requested will be estimated and outlined on an additional contract proposal. This proposal is made on the basis of current material and labour cost.

Respectfully Submitted:  Janaya & Michael Wacheski  
J.M.W. Painting

You are hereby authorized to furnish the materials and labour to complete the work mentioned in the above proposal for which the undersigned agrees to pay the amount mentioned in the above proposal and according to the terms thereof.

Name:

Signature:  ___________________________  Date:  ___________________________
Subject: Amendment to Sign By-law 250-04 for Hiram Walker, File No. SGN_03-17 - Ward #4

Reference:
Date to Council: 1/22/2018
Author: Adam J. Coates, R.A.
Planner II - Urban Design
519-255-6543 x 6352
Planning & Building Services
Report Date: 12/13/2017
Clerk’s File #: SBS2018

To: Mayor and Members of City Council

Recommendation:
THAT the application for an amendment to the City of Windsor Sign By-law 250-2004, to allow for the installation of a ground sign (as depicted in Appendix “B”) at 2072 Riverside Drive East BE APPROVED; and,

THAT Schedule “E” – “Special Provisions for Individual Signs” of By-law 250-2004 BE AMENDED to include:

a) That the proposed sign does not contain any third party advertising, every message or image displayed on the ELECTRONIC CHANGE COPY will be directly related to the business in which the sign is located.
b) That the proposed sign does not display flashing or strobing of colours or images;
c) That images do not change more than once per every 8 seconds;
d) That the proposed sign does not display animation video other that allowing for transitions of static images;
e) That transitions between images will fade in over the course of one (1) second, instant transitions are not permitted;
f) That the proposed sign will not exceed 300 nits above ambient light levels, during the hours between dusk and dawn; and,
g) That the brightness of the sign will be automatically controlled by an ambient light photo-sensor.

Executive Summary:

NA.
Background:

Hiram Walker and Sons Ltd. is located at the foot of Walker Road along Riverside Drive. The applicant is looking to replace the existing ground sign, as depicted in Appendix “C”, with the proposed sign, as depicted in Appendix “B.” The proposed sign would include the partial use of electronic change copy.

This location, as depicted in Appendix “A,” is subject to the City of Windsor Sign By-law 250-2004. In the by-law the sign would be classified as GROUND SIGN and the use is classified as a User Group 3, Business Office. The sign is regulated by section: “6.6 Regulations for PERMANENT GROUND SIGNS”

Further to Section 6.6, this sign falls within a SPECIAL DISTRICT as outlined in section: 9.5 - Regulations for SIGNS in SPECIAL DISTRICT: SCENIC Drive. Section 9.5 states that; No person will ERECT, cause to ERECT, DISPLAY or cause to DISPLAY any of the following signs along any SCENIC DRIVE an ANIMATED SIGN, ELECTRONIC CHANGEING COPY SIGN, FLASHING ILLUMINATION SIGNS.

Discussion:

The applicant is applying for relief from this Section 9.5 of the by-law as the sign meets the regulations outlined in Section 6.6. Specifically, the use of ELECTRONIC CHANGE COPY is not permitted. It should be noted that Section 9.5 also states that ANIMATION is not permitted and the applicant is being instructed that the display of video animation is not acceptable on the sign, and this condition is included in the list of conditions of approval (condition “d”).

Further to that, the proposed sign meets the Sign By-law except for the use of ELECTRONIC CHANGE COPY. Currently, administration is reviewing the Sign By-law and will recommend amendments which integrate the use of ELECTRONIC CHANGE COPY. Through the research that has been completed to date, ELECTRONIC CHANGE COPY is not considered a “SIGN TYPE,” but rather a medium in which a message can be displayed. A static message could just as easily be displayed on plastic, steel, wood, vinyl, or any other type of sign face medium. The use of ELECTRONIC CHANGE COPY to display a continuous static image is no more of a concerning than that of any other sign medium which is illuminated too brightly. Currently, the Sign By-law does regulate the brightness of illuminated signs in Section 3.3 Illumination Regulations.

3.3.1 (c) states: “ELECTRONIC CHANGING COPY SIGNS shall have an intensity of LUMINATION not to exceed the lesser of: 500 nits, or 0.3 foot candles above ambient light conditions, during the hour between dusk and dawn.” Through the by-law review process administration is recommending (through condition “f”) the upper limit illumination standard be set to 300 nits between the hours from dusk and dawn, in lieu of 500 nits; and, that the sign be controlled by a photo-sensor which measures the ambient light level and adjusts the sign brightness in real time.

If only one image was allowed to be displayed on an ELECTRONIC CHANGE COPY medium than the illumination requirement would be the only variable that would separate these types of signs faces from other static mediums. This is not the case, the attraction of a sign that is changeable, with limited effort on behalf of the sign owner, is
what makes these types of sign face mediums desirable. The dynamic nature of the sign face allows a business to display multiple images of the product or services that they provide, or allows them to change their corporate branding in an instant. This is attractive to a business in a modern city and regulations need to be reviewed and adopted that encourage a responsible use of this technology. One of the main issues is the use of a sign with this type of dynamic interaction to be utilized as a source of revenue for the sign owner by simply providing third party advertising. The Sign By-law states that no third party advertising is permitted except for on BILLBOARDS. The proposed sign is a GROUND SIGN and third party advertising will not be permitted.

It should be noted that many cities in Ontario and North America have adopted regulations regarding the reasonable use of ELECTRONIC CHANGE COPY signs as they relate to the public right of way, public safety, and context appropriateness. The conditions recommended as part of the approval of this application reflect the recommendations coming out of similar reviews and are intended to be integrated as part of the Windsor’s overall Sign By-law housekeeping update in the near future.

Risk Analysis:
The proposed sign location is in an area which experiences regular daily traffic. Like all signs, there are potential impacts of these signs attracting the attention of drivers. Administration is recommending that the amendment include a number of conditions that will address/alleviate these concerns such as no flashing or strobing of colours or images; no instant transitions; and controlled ambient light levels for brightness etc.

Financial Matters:
There are no matters of financial consequence to the Corporation of the City of Windsor arising from the recommendation of this application for an amendment.

Consultations:
Several municipal departments where circulated for consultation and comments, including: Transportation Planning, Traffic Operations, Engineering, Planning and Building Services, Windsor Police Services.

Conclusion:
The Sign By-law is in place to help manage the use of advertising devices and ultimately the clutter or negative visual impact that signs can have on the City’s image. The proposed sign is well thought out and its design has been carefully considered. The height, materials and proportions of the proposed sign are contextually appropriate and will enhance the City’s and the business’s image. With the additional conditions (“a” through “g”) being recommended as part of this report, the application to amend the by law can be supported.

Planning Act Matters:
NA
## Approvals:

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<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Thom Hunt</td>
<td>Executive Director of Planning and Building Services</td>
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<td>Mark Winterton</td>
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<td>City Solicitor</td>
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<td>Onorio Colucci</td>
<td>Chief Administrative Officer</td>
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## Notifications:

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<th>Name</th>
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<tbody>
<tr>
<td>Neil Bishop</td>
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<td><a href="mailto:Neil.Bishop@pernod-ricard.com">Neil.Bishop@pernod-ricard.com</a></td>
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</tbody>
</table>
Subject: Brownfield Redevelopment Community Improvement Plan (CIP) application submitted by 2390121 Ontario Limited for 0 Grand Marais Road East (Ward 5)

Reference:
Date to Council: 01/22/2018
Author: Greg Atkinson, Senior Planner
519-255-6543 ext. 6582
gatkinson@citywindsor.ca
Planning & Building Services
Report Date: 12/22/2017
Clerk’s File #: SPL/10759

To: Mayor and Members of City Council

RECOMMENDATION:

THAT the request made by 2390121 Ontario Limited to participate in the Environmental Site Assessment Grant Program **BE APPROVED** for the completion of the proposed Phase II Environmental Site Assessment Study at 0 Grand Marais Road East pursuant to the City of Windsor Brownfield Redevelopment Community Improvement Plan; and

THAT the City Treasurer **BE AUTHORIZED** to issue payment up to a maximum of $25,000 based upon the completion and submission of a Phase II Environmental Site Assessment Study completed in a form acceptable to the City Planner and City Solicitor.

EXECUTIVE SUMMARY:

N/A

BACKGROUND:

Brownfield Redevelopment Community Improvement Plan (CIP)

Brownfield sites are properties that may be contaminated due to previous industrial or commercial uses such as a manufacturing facility or gas station. City Council approved
a Brownfield Redevelopment CIP at its April 19, 2010 meeting for the purpose of encouraging the study, clean-up, and redevelopment of contaminated properties. The approval of the CIP was the result of nearly five years of study and consultation, which began in October 2005.

**Importance of Brownfield Redevelopment**

In 2009 the City’s Planning Department identified 137 brownfield properties (i.e. 226 hectares or 559 acres) that are candidates for redevelopment. While the inventory is not exhaustive, it illustrates the significance of Windsor’s brownfield stock and the need to work with land owners to put these properties back into productive use.

Historically, there has been little interest in redeveloping brownfield sites due to the uncertainty surrounding the extent of contamination and the potential cost of clean-up. The Brownfield Redevelopment CIP provides financial incentives to undertake the necessary studies and remedial work necessary to redevelop brownfield sites and reduce the potential negative impacts to the City's environment and neighbourhoods.

The benefits associated with brownfield redevelopment go far beyond the boundaries of the property. For example, they are often strategically located within existing built up areas of the City where services and other infrastructure, such as roads, schools, community facilities and public transit are already available, therefore additional infrastructure costs are not incurred to service these areas. The redevelopment of these sites also remove the negative stigma often associated with brownfield properties, which increases the value of the subject property and adjacent properties.

Brownfield sites also represent a significant underutilization of the land base. According to the National Round Table on the Environment and the Economy (2003), every hectare redeveloped through a brownfield project saves up to an estimated 4.5 hectares of greenfield land from being developed (i.e. agricultural land on the edge of the City); and for every dollar invested in a brownfield redevelopment, it is estimated that $3.80 is invested in the economy.

**Site Background**

The site is located on the south side of the intersection of Grand Marais Road East and George Avenue (see Map 1). The property is approximately 1 hectare in size (i.e. 2.7 acres) and is currently vacant. The property formerly contained a landscape nursery, which stored and used fertilizer and pesticides.

The subject property is designated ‘Residential' in the City's Official Plan and is zoned residential district (RD) 2.1, which permits single-unit, duplex, and semi-detached dwellings.
DISCUSSION:

Environmental Site Assessment Grant Program

The Environmental Site Assessment (ESA) Grant Program offers a matching grant to property owners of brownfield sites to conduct environmental studies that provide information on the type and extent of contamination and potential remediation costs. The program offers 50% of the cost of up to two eligible studies (i.e. per property/project) up to a total maximum grant value of $25,000.

The owner is proposing to redevelop the vacant subject lands for residential use, which requires a Record of Site Condition (RSC) to be filed with the Provincial Ministry of the Environment prior to building permit issuance. A Phase II ESA is required to support the filing of a RSC. Clearly identifying the type and delineating the extent of any contamination is an essential step in moving toward redevelopment of the site.

The applicant proposes to undertake an eligible Phase II ESA Study to assess the existing soil and groundwater conditions relative to the prescribed standards for the residential use. Should the soil and groundwater conditions exceed the prescribed standards additional Phase II ESA work would be required to delineate the extent of the contamination. Upon completion the City would retain a copy of the final study report.

CIP Goals

City staff is supportive of the application as it meets all of the eligibility requirements specified within the Brownfield Redevelopment CIP. The proposed study of 0 Grand Marais Road East supports the following CIP goals:

- To promote the remediation, rehabilitation, adaptive re-use and redevelopment of brownfield sites throughout the City of Windsor in a fiscally responsible and sustainable manner over the long term;
- Improve the physical and visual quality of brownfield sites;
- Improve environmental health and public safety;
- Provide opportunities for new housing, employment uses, and commercial uses;
- Increase tax assessment and property tax revenues;
- Promote Smart Growth, including the reduction of urban sprawl and its related costs;
- Improving the land use compatibility of potential brownfield sites with surrounding land uses;
- Increase community awareness of the economic, environmental and social benefits of brownfield redevelopment; and
Utilize public sector investment to leverage significant private sector investment in brownfield remediation, rehabilitation, adaptive re-use, and redevelopment.

Policy Support
The study of brownfield sites to support clean up and redevelopment is supported by numerous policies within the 2014 Provincial Policy Statement, the City’s Official Plan and the City’s Environmental Master Plan.

RISK ANALYSIS:
As with all brownfield sites, there is a degree of risk associated with the property remaining potentially contaminated and vacant. Uncertainty related to the potential presence and extent of contamination will continue to act as a barrier to redevelopment if not addressed. The proposed study will assist in mitigating this risk. As already indicated, should remediation and/or redevelopment not be pursued, the City would retain a copy of the study for future reference.

FINANCIAL MATTERS:
The cost estimate (excluding HST) for completing the proposed Phase II ESA is $29,200. Should contamination be discovered an additional $20,000 has been estimated to delineate extent of any contamination. If approved the requested grant programs would provide a maximum total of $25,000 toward the completion of two studies (i.e. $15,000 toward the initial Phase II ESA; and $10,000 toward the delineation Phase II ESA).

Should the actual costs of the studies be less than what has been estimated the grant payments would be based on the lower amount. The grants would be paid out of the Brownfield Strategy/Remediation Account (project # 7069003), which has a current balance of $1,153,635.

CONSULTATIONS:
The development and approval of the Brownfield Redevelopment CIP was subject to extensive stakeholder and public consultation, which sought input from a wide range of stakeholders and internal City departments.

Planning staff have consulted with the applicant prior to accepting the application for the Feasibility Study and Environmental Study Grant programs. Staff from the Planning, Finance, and Legal Departments were consulted in the preparation of this report.
CONCLUSION:

City Staff recommend Council approve the request from 2390121 Ontario Limited to participate in the Environmental Site Assessment Grant Program. In the opinion of planning staff, the proposed study of this brownfield site conforms to the Brownfield Redevelopment CIP, assists the City in the achievement of a number of the CIP goals, and exemplifies the intent of the grant program.

PLANNING ACT MATTERS:

N/A

APPROVALS:

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<tr>
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<tr>
<td>Michael Cooke</td>
<td>Manager of Planning Policy</td>
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<tr>
<td>Thom Hunt</td>
<td>City Planner</td>
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<td>Wira Vendrasco</td>
<td>Deputy City Solicitor</td>
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<td>City Solicitor</td>
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<td>Josie Gualtieri</td>
<td>Financial Planning</td>
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<th>Name</th>
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APPENDICES:

Map 1: Location
Subject: 1027458 Ontario Inc. - Lublin/Icewater Subdivision - Oversizing/Cost Sharing - Ward 7

Reference:
Date to Council: 01/22/2018
Author: Patrick Winters
Development Engineer
519-255-6100 ext 6462
pwinters@citywindsor.ca
Development, Projects & Right-of-Way
Report Date: 12/11/2017
Clerk’s File #: SW/12859

To: Mayor and Members of City Council

Recommendation:

I. THAT Council APPROVE an infrastructure oversizing payment to 1027458 Ontario Inc., as part of the Lublin/Icewater subdivision, in the amount of $45,000 (inclusive of HST), to be funded from the New Infrastructure Development Project (ID#7035119);

II. THAT the subdivision agreement registered as instrument CE788422 BE AMENDED by deleting S-14.2); and

III. THAT the Chief Administrative Officer and Clerk BE AUTHORIZED to sign the agreement and any other related documents satisfactory in technical content to the City Engineer and in form to the City Solicitor.

Executive Summary:

N/A

Background:
The North Neighbourhood Pond is located south of Wyandotte Street East adjacent to the Little River Pollution control Plant in East Riverside. The pond was constructed in 2
phases [Phase 1 – 1027458 Ontario Inc. – 2003, Phase 2 – City of Windsor – 2006] and serves as the stormwater outlet for the area generally bound by Wyandotte Street to the north, Little River Boulevard to the south, Bellagio Drive to the east, and Florence Avenue to the west.

Under CAO4071, the City retained Dillon Consulting to conduct a re-assessment study of the North Neighbourhood Pond. The study is needed in order to analyze additional measures which may be required in order to support future development within the contributing drainage area of the pond.

Concurrent with the re-assessment study, 1027458 Ontario Inc. has been working with City Administration and the Essex Region Conservation Authority on approval for the construction of single family housing on Lublin Avenue and Icewater Avenue located within the study area.

**Discussion:**

The original stormwater management plan for the North Neighbourhood was approved by the City of Windsor, ERCA, and MOECC in the early 2000’s. Since this time, 1027458 Ontario Inc. has completed various phases of the overall development in accordance with the approved plan.

On September 29, 2016, a significant rainfall event caused extensive flooding in areas of East Riverside including the communities surrounding the North Neighbourhood. Although significant flooding was not observed within the drainage area of the North Neighbourhood pond, information available suggested that the drainage area was only approximately 30% developed at the time of the event. Subsequently, the City retained Dillon Consulting to complete an updated engineering analysis in order to ensure the viability of long term operation of the facility and to provide for future developments.

Part of Dillon’s analysis recommended two, 450mm storm sewer overflow connections at Little River Boulevard. These connections would reduce surcharging of the existing storm sewers on Little River under significant rainfall events. The Developer and the City have agreed to share costs for the associated overflows, with the City agreeing to contribute a lump sum amount of $45,000 (including HST) associated with future developments.

The overflow pipes are proposed to be installed during the general site servicing for Lublin and Icewater for efficiency of cost, timing and co-ordination. The work represents a significantly small percentage of the overall servicing required for the subdivision, and can easily be completed by the developer’s contractor while they are already mobilized on the site. Additionally, because the scope of work is limited, cost savings would not be realized in the event the construction of the overflows was tendered as a stand-alone project.

The construction of the overflow piping is being solicited through a sole source method of procurement, in compliance with the Purchasing By-Law.
**Risk Analysis:**
There is significant risk to the development should the oversizing payment not be approved. Without the installation of the noted overflow pipes Administration is not in a position to support allowing the Lublin and Icewater Subdivision to proceed.

**Financial Matters:**
The negotiated payment to 1027458 Ontario Inc. is $45,000, inclusive of HST. As stated previously the construction of the overflow pipes improves existing conditions on Little River Boulevard and future developments. Since this work will benefit surrounding developments, it is recommended that charges for this payment be made from the New Infrastructure Development project (7035119). There is sufficient funding in this project to facilitate the payment.

**Consultations:**
Michael Dennis – Financial Planning Administrator
Wira Vendrasco – Deputy City Solicitor
Alex Vucinic – Purchasing Manager

**Conclusion:**
Administration recommends approval to proceed with the installation of the overflow pipes and the associated oversizing payment in the amount of $45,000, inclusive of HST, be made to 1027458 Ontario Inc., and that the subdivision agreement between the parties be amended accordingly.

**Planning Act Matters:** N/A
N/A

**Approvals:**

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<tr>
<td>Patrick Winters</td>
<td>Development Engineer</td>
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<tr>
<td>France Isabelle-Tunks</td>
<td>Senior Manager Development, Projects &amp; Right of Way</td>
</tr>
<tr>
<td>Mark Winterton</td>
<td>City Engineer and Corporate Leader Environmental Protection and Transportation</td>
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<tr>
<td>Shelby Askin Hager</td>
<td>City Solicitor and Corporate Leader Economic Development and Public Safety</td>
</tr>
<tr>
<td>Joseph Mancina</td>
<td>Chief Financial Officer/City Treasurer and Corporate Leader Finance and Technology</td>
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<tbody>
<tr>
<td>1027458 Ontario Inc., c/o Jenny Coco – CEO</td>
<td>949 Wilson Avenue</td>
<td><a href="mailto:jcoco@cocogroup.com">jcoco@cocogroup.com</a></td>
</tr>
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<td></td>
<td>Toronto, ON, M3K 1G2</td>
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**Appendices:**
Subject: International Relations Committee 2017 Annual Report
International Relations Committee – 2017 Annual Report

Membership

Councillor Fred Francis, Chairperson
Councillor Irek Kusmierczyk
Councillor John Elliott
Councillor Paul Borrelli
Mr. Wissam Aoun
Mr. Bryan Bailey
Mr. Jerry Barycki
Ms. Maria Balenkova
Ms. Natasha Feghali
Dr. Sushil Jain
Mr. Blake Roberts
Mr. L.T. Zhao

Mandate

- Support the efforts of the Mayor and Council in the enhancement of Windsor's international image
- Promote and enhance our relationship with current twin cities
- Support international education, cultural, sport and economic initiatives

The International Relations Committee continues to promote Windsor's international interests and image through its focus on strengthening the current community based twin city relationships both abroad and in the local community. This is achieved through the committee's continued support towards educational, cultural, social and economic based exchanges. The committee also devotes its energies towards the exploration of potential new or emerging twin city relationships where there is a desire to twin based on a strong local community commitment, and where long term, valuable exchanges are realized.

Fujisawa Marathon

On January 22th, 2017 our Twin City of Fujisawa, Japan held their 2016 Shonan Fujisawa Citizens marathon. While no one from our City was able to take part in this event, the City of Windsor was once again very well represented. Mayor Dilkens prepared a video message congratulating our Twin City on behalf of the City of Windsor and its residents, and thanking them for being a strong Sister City. The Video was shown throughout the event and a City of Windsor display was set up.
Visiting Delegation from Fujisawa, Japan

The International Relations Committee hosted a delegation from our Twin City of Fujisawa from June 24th through June 27th, 2017. The Delegation was invited to Windsor, to celebrate the 30th Anniversary of our Twin City Relationship and to mark two important heritage milestones for our community; the City of Windsor’s 125th Birthday as well as the 150th Anniversary of Ontario and Canada. The Official Delegation, led by Mayor Tsuneo Suzuki was also joined by a citizen group who participated in some of the planned events.

A tree dedication ceremony was held in Jackson Park on Monday, June 26th in honour of the 30th Anniversary of the twinning. Three Kwanzan Cherry Trees were gifted to the City of Windsor from Fujisawa, along with a plaque to commemorate this very significant milestone.
The delegation enjoyed a very busy itinerary during their stay which included tours of Windsor City Hall, the Windsor International Aquatic and Training Centre/Adventure Bay, the University of Windsor, Willistead Manor, Jackson Park, Ojibway Nature Centre Muscedere Vineyards, Windsor Sculpture Park and the Chimczuk Museum. The delegation also had the pleasure of enjoying the annual Ford fireworks display.

**Visiting Delegations from Gunsan South Korea, Changchun China, Mannheim Germany and Las Vueltas El Salvador**

From June 29th through July 2nd, 2017 the International Relations Committee hosted delegations from the cities of Gunsan South Korea, Changchun China, Mannheim Germany, and Las Vueltas El Salvador. While all of our twin cities were invited to join us in celebrating Windsor’s 125th Birthday and Canada and Ontario’s 150th Anniversary, not all were able to accept.
During their visit the delegations had the opportunity to visit many local sights including Windsor City Hall, the Windsor International Aquatic and Training Centre/Adventure Bay, Willistead Manor, Windsor Sculpture Park and the Chimczuk Museum. The group also had the opportunity to join in on the fun at Windsor’s Social Media Day at Lanspeary Park.

Canada Day proved to be very memorable for our visitors as they first witnessed a very unique Citizenship Ceremony that took place on Canada’s 150th Birthday. Following the Ceremony the group took part in the Canada Day Parade along with Mayor Dilkens and several City Councillors. Two acrobats from the City of Changchun who travelled with the delegation wowed the crowds during the Parade. The delegates also had the opportunity to enjoy the Canada 150 in Sound and Light show, sponsored by the Ministry of Tourism and Heritage, celebrating our region and Canada’s 150th Birthday.
**700th Anniversary of Lublin City**

In August our Twin City of Lublin celebrated the 700th Anniversary. The City of Windsor and the International Relations Committee were very well represented by Jerry Barycki who took part in the festivities.

At the October 17th, 2017 meeting of City Council Mr. Barycki presented Mayor Dilkens with a 700th Anniversary Medal of the City of Lublin on behalf of Lublin Mayor Krzysztof Zuk. The medal was presented as a token of appreciation for the continued cooperation between Windsor and Lublin.

![Image](image1.png)

**Children’s Art Exchange**

The International Relations Committee facilitated the City of Windsor’s participation in a Children’s Art Exchange Program with the City of Gunsan. From June 26th through July 3rd, 2017 a children’s’ Art Display was set up in the lobby of the Windsor International Aquatic and Training Centre/Adventure Bay. The artwork which was sent to us from local children between the ages of 6-12 years old, was displayed during the Windsor Summerfest and Canada Day Celebrations.
With the help of the Staff at the Forest Glade Community Centre and local Art Studios, artwork from local children between the ages of 6-12 years old, was sent to our twin City of Gunsan and displayed during their Citizen’s Day Celebrations in October. The Children’s Art Exchange Program served as a cultural exchange initiative whose main purpose was to strengthen our twin city relationship.

**Fujisawa Japan: Misono Girls**

The International Relations Committee once again welcomed a group of students from Windsor’s twin city of Funjisawa, Japan. The group from the Misono Jogakuin High School, which included 36 exchange students, 2 teachers and 2 escorts, were in Windsor from July 22nd until August 4th, 2017. This program, hosted by Muskoka Language International allows the students to experience our culture all while learning the English language and visiting and exploring many wonderful sights.

On Monday, July 24th, 2017, the International Relations Committee welcomed the students at City Hall. They were greeted in Council Chambers by Mayor Dilkens as well as several members of the International Relations Committee, and shared a wonderful
cake that was provided in their honour. After the taking several photos and selfies the girls explored the grounds at City Hall and took some pictures next to the tree that was planted by the very first Misono School group that visited in 2009.

Following the City Hall visit, the group toured Jackson Park allowing them the opportunity to see the three Kwanzan Cherry Trees that were gifted by the City of Fujisawa in honour of the 30th anniversary of our twinning.

The IRC continues to play an active role in Windsor’s multicultural landscape by attending and participating in several ethnic related actives and dinners throughout the year. In 2017 some members of the International Relations Committee attended the 2017 Windsor Chinese New Year’s Gala, the South Asian Centre (SAC) Annual Dinner and the Polish Canadian Business Professional Association Dinner.

On December 9th, 2017 the International Relations Committee hosted a friendly hockey game to mark the 45th Anniversary of the 1972 Canada-Russia Summit Series. The game which was free to the public was held at the WFCU and featured a local team of Windsor players versus the Red Machine, an amateur team made up of diplomats and staff form the Russian Embassies in Toronto and Ottawa.
Subject: International Relations Committee - Minutes of its meeting held
November 8, 2017
International Relations Committee – Meeting held November 8, 2017

A meeting of the International Relations Committee is held this day commencing at 3:00 o’clock p.m. in the Walkerville Meeting Room, 3rd floor, City Hall, there being present the following members:

Councillor Fred Francis, Chair
Councillor Paul Borrelli (arrives at 3:03 p.m.)
Councillor John Elliott
Councillor Irek Kusmierczyk
Jerry Barycki
Natasha Feghali
Dr. Sushil Jain
Blake Roberts
L.T. Zhao

Regrets received from:

Maria Belenkova

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 3:02 o’clock p.m. and the Committee considers the Agenda being Schedule “A” attached hereto, matters which are dealt with as follows:

Additions to the Agenda

Moved by Councillor Elliott, seconded by J. Barycki,
That Rule 3.3 (c) of the Procedure By-law 98-2011 be waived to add the following additions to the Agenda:

Presentation – Samantha Magalas, Sports Tourism Officer regarding a “Canada-Russia Hockey Match”
6.10 E-mail from Ljupka Maslova, Mayor’s Office Protocol Officer, Municipality of Ohrid regarding the new Mayor of the City of Ohrid
6.11 General Information about Yaroslavl, Russia
Presentation

Samantha Magalas, Sports Tourism Officer is present and provides the following information relating to the IRC hosting an amateur Canada-Russia Hockey Match at the WFCU Centre on December 9, 2017:

- Requesting approval by the IRC to host the Canada-Russia Hockey Match as there may be a potential twinning with a city in Russia in the future.
- The match includes the “Red Machine” team which is comprised of Embassy employees and Russian speakers from Toronto and Ottawa. They would play a local Windsor team possibly comprised of police/fire/EMS/border patrol, etc.
- The cost for the event which includes ice time, hiring an official(s), purchase of jerseys and additional insurance is $1,500.

Moved by Councillor Kusmierczyk, seconded by Councillor Borrelli,
That APPROVAL BE GIVEN to an expenditure in the upset amount of $1,500 for costs associated with an amateur Canada-Russia Hockey Match to be held in the main bowl of the WFCU Centre on December 9, 2017 at 7:00 p.m. and further, that spectators may attend at no cost.
Carried.

2. Minutes

Moved by J. Barycki, seconded by Councillor Elliott,
That the minutes of the International Relations Committee of its meeting held May 31, 2017 BE ADOPTED as presented.
Carried.

3. Declarations of Conflict

None disclosed.

4. Business Items

4.1 Policy relating to the Purchase of Tickets for Dinners/Galas

The Chair suggests administration be directed to research and advise if there is a policy in place relating to the purchase of tickets for dinners and galas.
B. Roberts proposes setting parameters on the cost and number of tickets to be purchased.

Dr. Jain recommends tickets be purchased only from local organizations.

Moved by Councillor Kusmierczyk, seconded by Councillor Borrelli,
That Administration BE DIRECTED to report back with a basic framework and/or policy relating to the purchase of tickets for dinners and galas as it relates to the mandate of the International Relations Committee.
Carried.

5. Confirm and Ratify E-mail Polls

Moved by Councillor Borrelli, seconded by Dr. S. Jain,
That the following motions BE CONFIRMED AND RATIFIED:

That APPROVAL BE GIVEN to an expenditure in the upset amount of $300 (tickets are $75. each) for the Mayor and three (3) members of the IRC to attend the 22nd Annual Polish-Canadian Society Business Dinner to be held on Friday, November 24, 2017 at the Dom Polski Hall, 1275 Langlois Avenue at 5:30 o’clock p.m.

That APPROVAL BE GIVEN to an expenditure in the upset amount of $267.11 for the purchase of twelve (12) personalized name tags (includes a set-up fee) to be worn by members of the International Relations Committee at all events.

That APPROVAL BE GIVEN to an expenditure in the upset amount of $600 for the admission costs for a group of fifty-seven (57) Fujisawa Misono Girls High School Group including teachers, escorts and sixteen (16) local instructors to visit Adventure Bay on July 31, 2017.

Carried.

6. Communications

6.1 E-mail from Fujisawa City Hall regarding an Official Visit by Mayor Dilkens and IRC members in February 2018

The Chair advises invitations for a delegation from the City of Windsor have been received from Fujisawa and Gunsan. He indicates Mayor Dilkens and the Chair of the IRC will be accepting this invitation to visit Japan and South Korea for approximately a week’s time. He adds the IRC Operating budget will absorb the cost of the airfare and he indicates citizen groups may also be included as part of the delegation.

Moved by Councillor Borrelli, seconded by J. Barycki,
That the invitation extended by Windsor’s twin cities, Fujisawa, Japan and Gunsan, South Korea for Mayor Dilkens, the Chair and three representatives from the International Relations Committee on dates to be determined in February 2018 BE
ACCEPTED and further, that the cost of the return air fare for the delegation BE CHARGED to the 2018 IRC Operating Budget.
Carried.

S. Gebauer indicates she will contact the Office of the Mayor to determine the dates the delegation will visit Fujisawa and Gunsan and will report back.

Moved by Councillor Borrelli, seconded by Councillor Elliott,
That APPROVAL BE GIVEN to an expenditure in the upset amount of $20,000 for costs associated with the delegation consisting of (Mayor Dilkens and 4 members of the International Relations Committee) to visit Fujisawa, Japan and Gunsan, South Korea on dates to be determined in February 2018.
Carried.

6. Communications

The e-mail from Ljupka Maslova, Mayor's Office Protocol Officer, Municipality of Ohrid dated November 6, 2017 is distributed and attached as Appendix “A”.

Moved by Councillor Elliott, seconded by L.T. Zhao,
That the following communications BE RECEIVED:

6.1 E-mail dated September 18, 2017 from Fujisawa City Hall regarding an Official Visit by Mayor Dilkens and IRC members in February 2018
6.2 Twin Cities with the Corporation of the City of Windsor. The document outlining the Year of Twinning and Anniversary dates.
6.3 Summary of the visit by City of Luzhou, China.
6.4 Letter from Carmen del Rosario, Las Vueltas thanking the City of Windsor for their economic support.
6.5 E-mail from Antigona Naumoivska, Municipality of Ohrid sending regrets regarding the City of Windsor celebrations.
6.6 Letter from Tsuneo Suzuki, Mayor of the City of Fujisawa thanking the City of Windsor for their recent visit.
6.7 Letter from Dong-Shin Moon, Mayor of Gunsan City, Republic of Korea regarding their visit to the City of Windsor.
6.8 E-mail from Gunsan, Republic of Korea regarding their visit to the City Windsor and the Children's Art Exchange.
6.9 E-mail from Ai Ishiuchi, Policy Planning Department, Fujisawa and a letter from Tsuneo Suzuki, Mayor of Fujisawa regarding the Shonan Fujisawa Citizen Marathon 2018 and an invitation for a delegation from the City of Windsor to visit Fujisawa in February 2018.
6.10 E-mail from Ljupka Maslova, Mayor’s Office Protocol Officer, Municipality of Ohrid regarding the new Mayor of the City of Ohrid.
Carried.
7. New Business

The documents entitled “General Information about Yaroslav” and the Government Rules and Regulations relating to a request for twinning are distributed and attached as Appendix “B”.

The Chair advises in meeting with Professor Roman Gr. Maev, Honorary Consul of the Russian Federation in Ontario (Windsor) Canada that a discussion took place relating to a possible twinning relationship with Russia. He suggests Dr. Maev be invited to attend the next meeting of the International Relations Committee.

Dr. Jain suggests research be undertaken to determine if there is a Russian community in the City of Windsor.

J. Barycki refers to the Canada and European Union Agreement and he states there should be a student exchange with Windsor and cities in Europe. The European Region Action Scheme for the Mobility of University Students (ERASMUS) is a higher education exchange which guarantees that the period spent abroad is recognized by their university when they return.

B. Roberts suggests contacting the Windsor Essex Development Commission and he questions the funding source for this initiative.

Councillor Kusmierczyk requests examples from other municipalities be provided that will demonstrate how this works. J. Barycki states he will contact the Embassy and will report back.

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 3:55 o’clock p.m.
From: Protocol Ohrid [mailto:protocol@ohrid.gov.mk]
Sent: Tuesday, October 31, 2017 6:18 AM
To: Pogradec; POGRADEC; mer@nesebar.bg; 'Plovdiv'; mayor@plovdiv.bg; SINAIA , Rcmania; 'SINAIA-CORINA
GHIMBĂŞ'; sistercities@valova.bel.tr; Safranbolu; Novi Sad-Daniela; Novi Sad -gradonacelnik; NOVI SAD -Protokol;
Wollongong, Lord Mayor's Office; council@wollongong.nsw.gov.au; Barlozzari, Robert
Cc: d.d.panov@vt.bia-ba.com; mayorvt@vt.bia-bg.com; baskan@tekirdag.bel.tr; CAEN- Veronika; Podolsk, moskovska
oblast- Rusija; caudebert@ville-caen.fr; '???'
Subject: New Mayor of the City of Ohrid

Dear Sirs,

Allow us to inform you that the new Mayor of the City of Ohrid for the next 4 years period is D-r JOVAN STOJANOSKI. We hope that our cooperation and good relationship will strengthen and develop in the future.

Sincerely,

Ljupka Maslova
Mayor’s Office Protocol Officer

Municipality of Ohrid
" Dimitar Vlahov" 57
6 000 Ohrid
Republic of Macedonia
tel: +389 46 279 520
mob: + 389 70 353 999
General Information about Yaroslavl

Yaroslavl is the city and administrative center of Yaroslavl oblast (region) it is located in the west-central European Russia. Yaroslavl is situated on the right bank of the Volga River and is 282 km northeast of Russia’s capital, Moscow. It is one of the oldest cities in the country and one of the main objects of the Golden Ring of Russia. The Golden Ring of Russia is a ring of cities northeast of Moscow that preserve the memory of the most important and significant events in Russian history. The historic center of Yaroslavl, located between the Volga and the Kotorosl rivers, is a UNESCO World Heritage Site. The population of Yaroslavl is about 604,000 (2015), the area - 206 sq. km.

It is one of the first cities on the Volga River mentioned in chronicles — as early as 1071. Catherine the Great played a very important part in the creation of Yaroslavl’s appearance: in the 18th century she carried out an extensive town-planning reform guided by the rationalistic ideals of the age of Enlightenment. As a result, Yaroslavl became a model of town-building for other cities of the Russian Empire to follow. It is renowned for its numerous 17th-century churches and is an outstanding example of the urban planning reform Empress Catherine the Great ordered for the whole of Russia in 1763. While keeping some of its significant historic structures, the town was renovated in the neoclassical style on a radical urban master plan.

The opening of trade with the West during the 16th century brought prosperity to the town, which lay at the intersection of the great Volga River and Moscow–Arkhangelsk trade routes. The Yaroslavl Great Manufactory, one of the earliest and largest textile mills in Russia, was established in 1722, and by the late 18th century Yaroslavl had become an important industrial center.

Yaroslavl’s industries now produce heavy machinery (particularly diesel engines and electrical equipment), refined petroleum products, textiles, and synthetic rubber and tires. Power is produced by coal-burning electric plants and by the Rybinsk and Uglich hydroelectric stations, located upstream on the Volga.
Yaroslavl Demidov State University

Yaroslavl State University is one of the youngest and at the same time one of the oldest universities in Russia. Today P.G. Demidov Yaroslavl State University is a leading higher educational institution of the Upper-Volga region with 7800 students. It is a classical multi-discipline educational institution training students in 70 majors. In its structure the university has ten faculties and the University College offers a wide range of academic programs in secondary professional education. P. G. Demidov Yaroslavl State University (YSU) is a member of the Euroasian Universities Association and Magna Charta Universitatum, which proves university compliance to international standards and gives a lot of collaboration perspectives in the sphere of internationalization of higher education.

The development of fundamental science has always been a top-priority task for the university. Topical research works are funded from the federal budget, Russian state foundations, and international organizations. The university has recognized scientific schools in many fields of science. The university academics regularly participate in scientific conferences, symposiums and workshops of different levels. Students and post graduates take active part in scientific research.

The university is actively involved in the internationalization of higher education. It has a number of long-term partnerships with higher educational institutions of the USA (Susquehanna University, University of Vermont), EU (University of Jyvaskyla, University of Poitiers), NIS countries (Kazakh National Pedagogical University named after Abay, Minsk Institute of Modern Technologies and Marketing). Recent agreements for cooperation have enlarged the list of international partnerships up to over twenty. Forms of cooperation include student exchange, teacher probations, business and study visits. International projects under the EU programmes Tempus and Erasmus promote academic mobility and develop joint academic programmes.
Yaroslavl Art Museum

The Yaroslavl Art Museum (YaAM) is the biggest art museum in Russian provinces. The expositions situated in the Governor's house (XIX cent.) and at The Metropolitan's Chambers. It is the only museum specializing in arts in the Yaroslavl Region. The YaAM is the winner of the first competition Window on Russia. The YaAM's collection contains over 70,000 works of painting, drawing, decorative arts, applied arts, sculpture and numismatics. Museum houses icons and other works of old Russian art from the 13th to the 20th centuries, including the icon of Saviour the Pantocrator - the oldest artwork in the collection—painted in the first half of the 13th century. Unique are the icons painted in the Yaroslavl style in the second half of the 16th and the 17th centuries, including the icons painted and signed by prominent icon painters of the 17th century: Gury Nikitin, Semyon Spiridonov Kholmogorets and Fyodor Zubov. Collection of old Russian art also contains wooden sculptures, woodcarvings and castings of the 16th-20th centuries, as well as pieces of applied church art and personal piety of the 18th-20th centuries.

Yaroslavl Hockey

Hockey Club Lokomotiv also known as Lokomotiv Yaroslavl, is a Russian professional ice hockey team, based in the city of Yaroslavl, playing in the top level Kontinental Hockey League (KHL). The name of the team is derived from its owner, Russian Railways, the national railroad operator. They have a junior hockey team, Loko-Junior which consists of players in the age range of 16-18.

Yaroslavl Engine Plant

Avtodiesel is one of the major Russian manufacturers of multipurpose diesel engines, clutches, gearboxes and spare parts for them, as well as stationary units based on them. Yaroslavl engines are used in more than 300 different vehicle models and special purpose units produced in Russia and CIS. YMZ engines power trucks, tractor trucks, haul trucks, buses, tractors and harvesters, construction machinery and generator sets. Yaroslavl Engine Plant is currently implementing a number of large-scale investment projects in manufacturing of world-class products.
Volga

Volga River is the continent's longest, and the principal waterway of western Russia and the historic cradle of the Russian state. Its basin, sprawling across about two-fifths of the European part of Russia, contains almost half of the entire population of the Russian Republic. The Volga's immense economic, cultural, and historic importance—along with the sheer size of the river and its basin—ranks it among the world's great rivers.

Rising in the Valdai Hills northwest of Moscow, the Volga discharges into the Caspian Sea, some 2,193 miles (3,530 kilometres) to the south. It drops slowly and majestically from its source 748 feet (228 metres) above sea level to its mouth 92 feet below sea level. In the process the Volga receives the water of some 200 tributaries, the majority of which join the river on its left bank. Its river system, comprising 151,000 rivers and permanent and intermittent streams, has a total length of about 357,000 miles.
GOVERNNG RULES AND REGULATIONS

5.1.1 Request for twinning’s should be community driven, supported by a formal organized cultural/ethnic association and must demonstrate that a sustainable relationship can be maintained.

- The initial idea arose out of a meeting between the Mayor of the City of Windsor, Drew Dilkens, the Ambassador of the Russian Federation, Alexander Darchiev and the Honorable Consul Dr. Roman Gr. Maev during the Ambassador’s visit to Windsor earlier this year.
- Based upon all of the factors described below it is believed that a sustainable relationship can be maintained if driven by the appropriate city organizations.

5.1.2 Legitimate and active organizational structure should exist in the related ethnic community to support twinning activities (i.e. hosting visiting delegations, providing translation services, conducting meetings/tours/receptions with their business community).

- It is believed that in Windsor there are adequate resources within the community to provide all of the appropriate services including translation services, tours, receptions and connections within the Windsor community. The Russian Community center will take it upon itself to be the supporting organizational body relating to twinning activities and organizations where appropriate.

5.1.3 The proposed twin city should demonstrate certain identifiable similarities or mutual interests with potential for reciprocal cultural, educational and economic benefits.

- The proposed twin city is Yaroslavl as it has identifiable similarities and mutual interests to create a reciprocal relationship.

- **Education:** Both Windsor and Yaroslavl universities can participate in student exchanges at the undergraduate and graduate level, specifically in the engineering, science, humanities departments and drama and arts. Yaroslavl State University has a history of being actively involved in long-term partnerships with other educational institutions including the United States. Another student exchange can be developed at the college level with St. Clair College with similar educational institutions in Yaroslavl.

- **Sport:** Both cities have prominent hockey teams and exchange games can be held in each city. Yaroslavl also has a junior hockey team which is composed of players in the age range and caliber of the Spitfires. Other potential areas to explore are swimming, synchronized swimming, tennis, and even a potential marathon. Various team exchanges can be arranged.
• **Culture:**
  
  o The Art Gallery of Windsor and the Yaroslavl Art Museum could participate in twinning activities showcasing various artists and works.
  
  o They could participate in the Carousel of Nations with a special showcase around the visiting delegation, as well as special days of one city in another, for example, can further promote potential growth to other communities.

• **Agriculture Industry:** A potential joint venture can be pursued in the agriculture industry as both countries have similar climates. This would present itself to be a fruitful opportunity for trade in the agricultural sector specifically in relation to livestock.

• **Industrial Sector:** Yaroslavl has a few prominent plants and the manufacturing sector is an important part of the city just like in Windsor. A couple proposals are the Avtodiesel Plant, the Yaroslavl Engine Plant, and the Tutaev Motor Plant that can be partnered along with Ford and FCA. Tool and die is also an area that can be explored very seriously.

• **City Management Exchange:** An exchange can be created between the city managements, specifically between various city hall departments, transportation industry and utility sector that can be a part of long term cooperation between cities.

5.1.4 Details of a twinning proposal must be submitted in writing to the Mayor of Windsor, outlining a long-term plan and the community’s responsibility for sustaining ongoing activities.

• The Russian Community center may take it upon itself to be a supporting organizational body where appropriate in order to support twinning activities and assist in making arrangements. We can also aid in formulating this letter if approval is received and assistance required.