AGENDA
of the
DOWNTOWN WINDSOR PLANNING STUDY STEERING COMMITTEE
Thursday March 2, 2017
4:30 pm
Council Chambers, 3rd floor, City Hall

1. CALL TO ORDER

2. DECLARATIONS OF CONFLICT

3. BUSINESS ITEMS

3.1 Presentation — Update on Downtown Windsor Planning Study
Memo from Planning and Building Services dated December 12, 2016 entitled “Update on Downtown Windsor Planning Study” is attached.

4. ADJOURNMENT
Purpose
The purpose of this memo to accompany a staff presentation aimed to provide the Windsor Planning Study Steering Committee a summary of the work conducted to date, upcoming public consultations and next steps on the Downtown Windsor Planning Study.

Background
On March 2, 2015, Council directed the Planning Division to initiate a Downtown Windsor Planning Study (the ‘Study’). The purpose of the Study is to update the vision for downtown Windsor, and develop a strategy and plan that will guide future growth and development towards this vision.

The outcome of this effort is a plan for downtown Windsor that will develop and implement a framework for revitalization and ongoing investment for the defined project area. The plan will include recommendations for Official Plan and Zoning By-law Amendments, other revitalization initiatives, design guidelines, and financial and other incentive programs offered by a Community Improvement Plan.

Public Involvement to Date
Planning staff have been working through the Scope of Work items outlined in the Council-adopted Terms of Reference. Additionally, staff have conducted or participated in a number of public and stakeholder consultations aimed at spreading the word about the study and to gather feedback about some of the challenges that need to be addressed. Specifically, staff has participating in the following events:

- Public Open House
- Jane’s Walk
- Windsor 180 Summit

In addition to these events, staff has met with the following downtown specific organizations representing the residential community, business community and major institutions:

- University of Windsor (downtown campus specific representatives);
- St. Clair College (downtown campus specific representatives);
- Downtown Windsor Business Improvement Association;
Overview of Upcoming Public Consultation
A formal open house style meeting and stakeholder consultations will be held in January and February 2017 to present the recommendations of the DWPS and receive direct feedback from the public.

Additionally, staff have partnered with the Downtown Windsor Community Collaborative to hold a series of neighbourhood conversations. This partnership will ensure the DWPS is complementary to the initiatives of the Downtown Windsor Community Collaborative and allow staff to reach a broader downtown population that may not attend city held consultation events.

Staff will continue the dialogue it has initiated with the downtown specific organizations referenced above.

Contents of DWPS
Staff is currently putting together a draft of the plan section by section. To give the Steering Committee a better understanding of what will be addressed by the plan, the following is a preliminary list of section headings and/or topics being addressed:

- **Introduction**: a description of the purpose of the plan, as well as highlighting the benefits of investing in the downtown core;
- **Background**: provides a range of background information that provides context and sets the stage for moving forward;
- **Vision**: is the refined vision statement for downtown. It will serve as the aspirational description of what downtown will look like upon the successful implementation of the recommendations included in the plan;
- **Guiding Principles**: reaffirms the Guiding Principles included in the Terms of Reference, namely: Pedestrian Focused; Context and Compatibility; Heritage and Cultural Resources; Market Based, and Best Practices that will be used as a guidepost for all strategies and recommendations highlighted throughout the plan;
- **Components of Downtown Study**: this is the main content of the plan. It will provide commentary, analysis and recommendations on a wide range of topics across all sectors (residential, commercial/office and retail, etc);
- **Design Guidelines**: A series of Design Guidelines that will ensure that new development is contextually sensitive and compatible with its neighbours;
- **Regulatory Improvements**: makes recommendations for changes to the regulatory environment that can help to facilitate development in downtown including, but not limited to, Official Plan Amendments and Zoning By-law Amendments. Specific examples may include changes to the parking requirements for new development;
• Neighbourhoods and Districts: divides the larger project area into smaller neighbourhoods and districts that will allow more detailed analysis and area-specific recommendations. It will also help to identify development opportunities on a neighbourhood basis;

• Public Realm Improvements: recommendations about how the public realm (the area between buildings, including streets) can be improved and investments made to leverage private investment;

• Incentive Programs: a range of financial incentive programs aimed at making downtown a feasible option for investment by overcoming some of the financial barriers to development. These incentive programs will have to be implemented through a Council adopted Community Improvement Plan (which will form part of the overall plan);

• Summary of Recommendations: a summary of all of the recommendations included throughout the plan. Will begin to prioritize and organize the recommendations to take the form of an action plan for implementation;

• Plan Monitoring: the plan will also include a series of metrics that will be used to evaluate the progress of implementation and the impact of the implemented recommendations. This will allow for informed future adjustments to the plan.

Additional details about the plan will be covered in the staff presentation at the December 12, 2016 DWPS Steering Committee meeting.

Next Steps
The next steps in the process of developing the plan will be:

• Public and stakeholder consultations occurring in January and February;
• Draft of the plan tabled with the DWPS Steering Committee in April 2017;
• DWPS Steering Committee recommendation to Council;
• Council adoption of the plan; and,
• Implementation of the plan.

Staff will be available to answer any questions arising from this memo or the presentation made at the DWPS Steering Committee on December 12, 2016.

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