

Notice of Public Hearing – Committee of Adjustment Application

File # A-068/26 - 3593 HOWARD AVE

Date Mailed: July 29, 2026

Electronic hearing:

By videoconference on August 13, 2026 at 3:30 PM

Why am I receiving this notice?

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

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

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

APPLICANT AND PROPERTY INFORMATION

LEGAL DESCRIPTION: PLAN 1431 N PT LOT 10; 1.01AC 65.00FR 677.67D

OFFICIAL PLAN DESIGNATION	ZONING OF SUBJECT LAND(S)
Residential	Residential District 1.1 (RD1.1) & (HRD1.1)

Applicant/Owner(s)	Authorized Agent(s)	Subject Property
Owner Name: KATHERINE WU Applicant Name: Chad Summerfield		3593 HOWARD AVE

PURPOSE OF APPLICATION

Minor Variance - Request for relief from the maximum gross area requirement for a Single Unit Dwelling with an Additional Dwelling Unit (ADU)

By-Law	Provision	Provision Description	Requirement	Proposed
Zoning Bylaw 8600	10.1.5.10	Maximum Gross Floor Area-Single Unit Dwelling	400m ²	500m ²

Type of Consent Application Transaction: N/A

How do I participate if I have comments or concerns?

Submit written comments

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

Participate in the hearing by videoconference (Microsoft Teams)

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

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

Notice of Decision

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



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

6/5/2026 2:47:11 PM

NOTE:

GENERAL CONTRACTOR TO VERIFY ALL SITE DIMENSIONS PRIOR TO STARTING CONSTRUCTION.

ALL VERIFYING NOTES NOTED ON ANY PLAN IS THE GENERAL CONTRACTORS RESPONSIBILITY TO CONFIRM PRIOR TO STARTING CONSTRUCTION.

ANY DISCREPANCIES OR INFORMATION STATED ON THESE DRAWINGS THAT DO NOT MATCH SITE CONDITIONS MUST BE REPORTED TO THE DESIGNER PRIOR TO STARTING OR CONTINUING WORK.

ALL WORK SHALL CONFORM TO THE LATEST VERSIONS OF THE ONTARIO BUILDING CODE (OBC), AND THE ONTARIO OCCUPATIONAL HEALTH AND SAFETY ACT (OHSA).

ALL MATERIALS USED MUST BE APPROVED BY THE CANADIAN STANDARDS ASSOCIATION (CSA).

SOILS TO BE ASSUMED SANDY/CLAY WITH A MINIMUM BEARING CAPACITY OF 2000 psf.

UNLESS NOTED OTHERWISE (U.N.O.) 16d x 3" lg. FRAMING NAILS ARE TO BE USED FOR ALL WOOD FRAMING.

DESIGN LOADS:

DL = 10 psf

LL = 40 psf

SL = 25 psf

NOTE:

ALL CEILING PENETRATIONS TO HAVE PROPER FIRESTOPS AND SEALANTS IN PLACE FOR CONTINUOUS FIRE SEPARATION BARRIER. TO COMPLY WITH O.B.C. - 9.10.9.

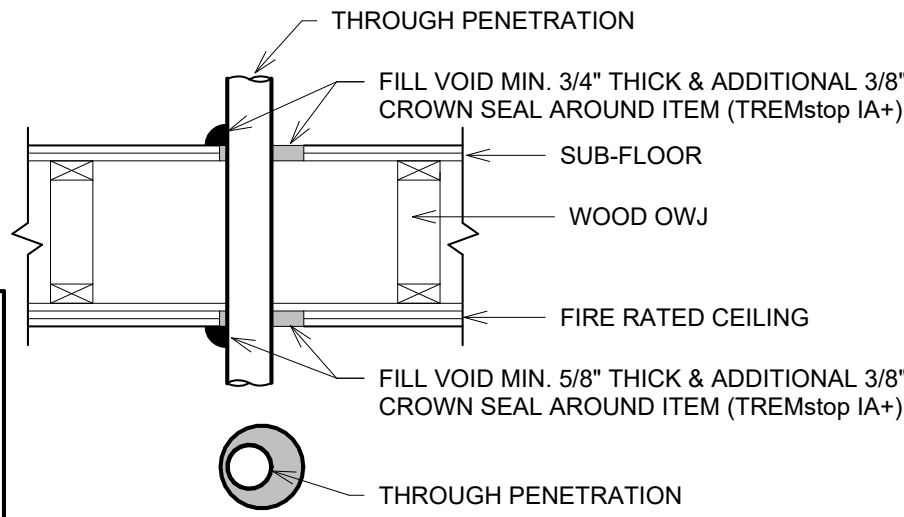
NOTE:

NOT ALL CEILING PENETRATIONS ARE SHOWN ON THIS PLAN. PLEASE REFER TO THE HVAC PLANS FOR REMAINING RETURN & SUPPLY REGISTERS.

HVAC SYSTEMS SERVING BOTH UNITS - PROVIDE SMOKE DETECTOR IN THE SUPPLY OR RETURN AIR DUCT SYSTEM AS PER PART 11 C171 & C200.

NOTE:

F1 CEILING TO BE INSTALLED ACROSS ENTIRE BASEMENT CEILING & PRIOR TO ANY INTERIOR PARTITION WALLS BEING DRYWALLED. ALL PENETRATIONS REQUIRE FIRESTOPS, FIRE DAMPERS, & FIRE SEALANTS AS IS REQUIRED.



SUGGESTED PENETRATION FIRESTOP SYSTEM No. F-C-2505 F-RATING 1 & 2 HR.

Door Schedule					
Door Number	Swing/Type	Door Size	Wood Framing		Count
			Rough Opening	Opening Header Size	
1	RH	36" x 96"	38"x97"	(2) 2"x8"	7
2	LH	36" x 96"	38"x97"	(2) 2"x8"	9
3	SLIDING	144" x 96"	146"x97"	(2) 1.75"x11.875" LVL	2
4	RH	36" x 96"	38"x97"	(2) 2"x8"	1
5	RH	42" x 96"	44"x97"	(2) 2"x8"	1
6	LH	36" x 96"	38"x97"	(2) 2"x8"	1
7	OH	16"x8"	16"-3"x97.5"	(2) 1.75"x11.875" LVL	1
8	LH	22" x 96"	24"x97"	(2) 2"x4"	3
9	BARN	36" x 96"	38"x97"	(2) 2"x4"	5
10	SLIDING	72" x 96"	74"x97"	(2) 2"x4"	2
11	LH	36" x 96"	38"x97"	(2) 2"x8"	1
12	DOUBLE	2'-6" x 96"	62"x97"	(2) 2"x4"	2
13	RH	36" x 96"	38"x97"	(2) 2"x8"	1
14	LH	30" x 96"	32"x97"	(2) 2"x4"	1
15	RH	36" x 96"	38"x97"	(2) 2"x8"	1
16	POCKET	36" x 96"	73"x97"	(2) 2"x4"	1

Room Schedule					
Name	Unit Number	Room Area Required	Room Area Provided	(%) Glazing Area Required	(%) Glazing Area Provided
BEDROOM 1	2	95	153 SF	5	5.3
BATHROOM 1	2	N/A	108 SF	N/A	N/A
BEDROOM 2	2	66	146 SF	5	5.7
BEDROOM 3	2	66	136 SF	5	6
LAUNDRY	2	N/A	28 SF	N/A	N/A
STORAGE	2	N/A	44 SF	N/A	N/A
BATHROOM 2	2	N/A	92 SF	N/A	N/A
BEDROOM 4	2	66	138 SF	5	5.9
LIVING ROOM	2	119	132 SF	10	13
DINING	2	35	57 SF	10	15
KITCHEN	2	40	107 SF	N/A	N/A
MECHANICAL ROOM	2	N/A	128 SF	N/A	N/A
W.I.C.	2	N/A	70 SF	N/A	N/A
W.I.C.	2	N/A	57 SF	N/A	N/A

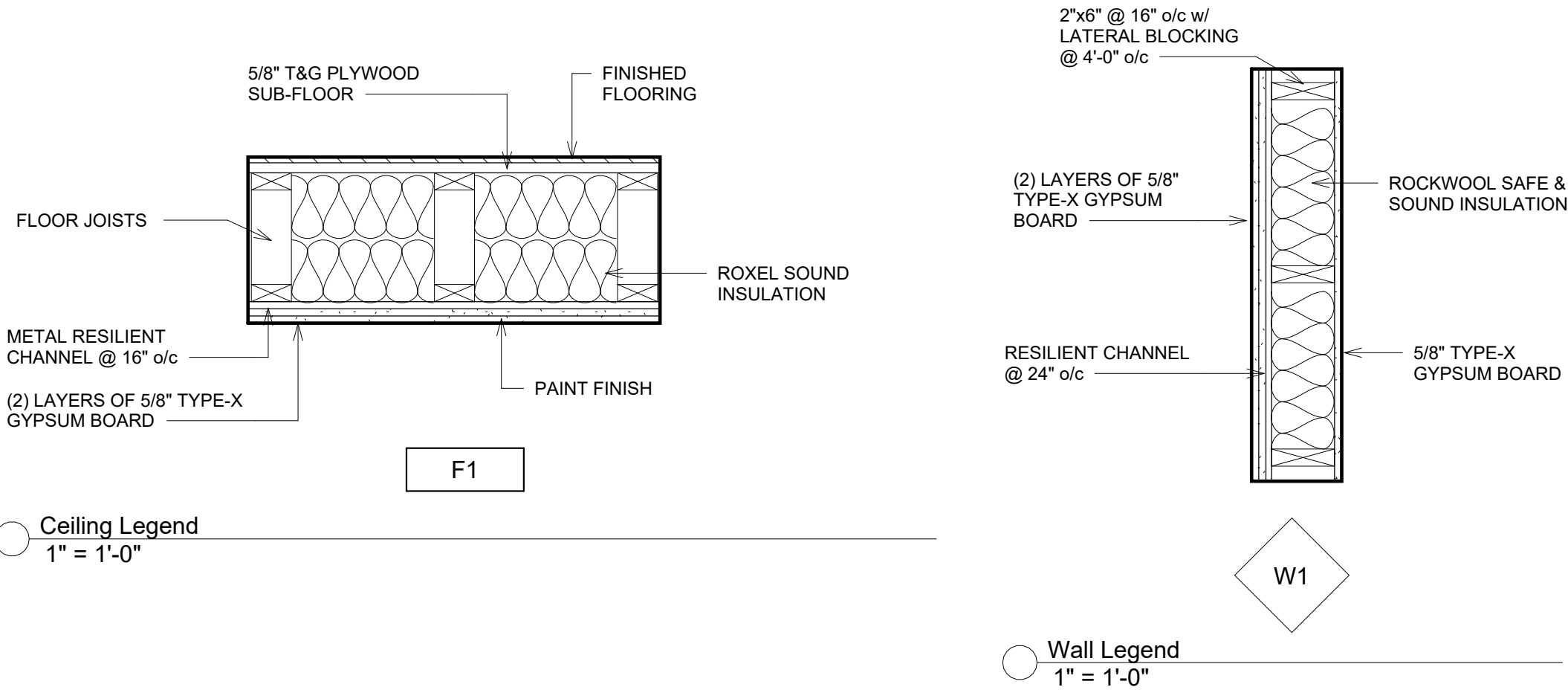
Window Schedule					
Type Mark	Window Size		Style	Opening Header Size	Count
1	2' - 10"	3' - 0"	Window-Casement-Double	(2) 2"x8"	1
2	3' - 0"	4' - 6"	Window-Casement-Single Left	(2) 2"x8"	3
3	5' - 0"	4' - 5"	Window-Casement-Double	(2) 2"x10"	1
4	3' - 0"	4' - 6"	Window-Casement-Single Right	(2) 2"x8"	2
5	4' - 0"	4' - 0"	Window-Casement-Double	(2) 2"x8"	1
6	2' - 10"	3' - 6"	Window-Casement-Single Left	(2) 2"x8"	1
7	2' - 4"	4' - 6"	Window-Casement-Single Left	(2) 2"x8"	1
8	7' - 1"	5' - 0"	Double Casement with fixed middle	(2) 2"x12"	1
9	6' - 0"	2' - 0"	Slider	(2) 1.75"x11.875" LVL	6

NOTE:

WINDOW SCHEDULE SHOWS WINDOW SIZE, ADD TWO INCHES TO BOTH ITS WIDTH AND HEIGHT FOR THE FRAMING ROUGH OPENING SIZE.

Ceiling Schedule				
Type Mark	Phase Created	SB-3 Ceiling Type.	Fire Rating.	STC Rating
F1	New Construction	F28c	1 Hr.	54

Wall Schedule1					
Type Mark	Phase Created	SB-3 Wall Type	Load/Non-Loadbearing	Fire Rating	(STC) Rating
W1	New Construction	W4a	Both	1 Hr.	51



DOOR WINDOW GLAZING AREA = 8.6 sqft.

WINDOW GLAZING AREA = 8.27 sqft.

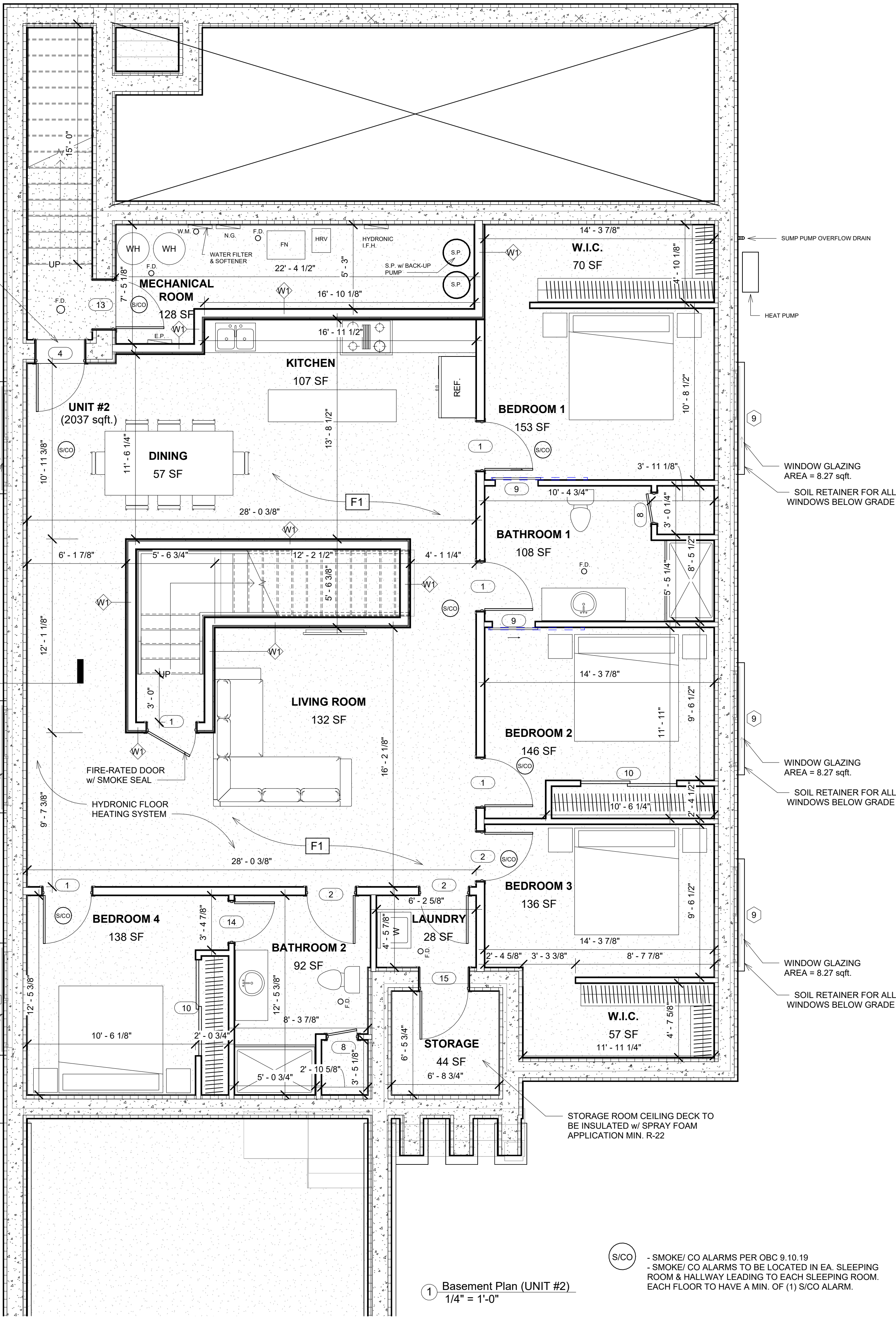
SOIL RETAINER FOR ALL WINDOWS BELOW GRADE

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SOIL RETAINER FOR ALL WINDOWS BELOW GRADE



1 Basement Plan (UNIT #2)
1/4" = 1'-0"

(S/C) - SMOKE/ CO ALARMS PER OBC 9.10.19
- SMOKE/ CO ALARMS TO BE LOCATED IN EA. SLEEPING ROOM & HALLWAY LEADING TO EACH SLEEPING ROOM. EACH FLOOR TO HAVE A MIN. OF (1) S/C ALARM.



info@elevatedengineering.ca
519-890-0405
www.elevatedengineering.ca

SEAL:



Client - STRATUS PLASTICS INTERNATIONAL INC.

Address - 2862 KEW DR., WINDSOR, ON

Phone - 519-948-1888

e-mail -

No.	Description	Date
1.	SUBMITTED FOR REVIEW	Oct. 09, 2025
2.	SUBMITTED FOR FINAL REVIEW	Apr. 02, 2026
3.	ISSUED FOR PERMIT	Apr. 10, 2026
4.	REVISED FOR PERMIT	Apr. 10, 2026
5.	REVISED FOR MINOR VARIANCE	May 08, 2026
6.	REVISED GROSS AREAS	June 05, 2026

**3593 HOWARD AVE.
WINDSOR**

Basement Plan (Unit #2)

Project number J0126
Date 2/14/2025
Drawn by CDS
Checked by Checker

A2

Scale As indicated

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DINING	1	35	57 SF	10	143
KITCHEN	1	40	95 SF	N/A	N/A
BEDROOM 2	1	66	127 SF	5	7
LAUNDRY	1	N/A	110 SF	N/A	N/A
OFFICE/ TECH. RM	1	N/A	99 SF	N/A	N/A
ENSUITE	1	N/A	116 SF	N/A	N/A
PRIMARY BEDROOM	1	95	182 SF	5	11
FOYER	1	N/A	67 SF	N/A	N/A
BEDROOM 1	1	66	131 SF	5	22
MUDROOM	1	N/A	90 SF	N/A	N/A
BATHROOM	1	N/A	73 SF	N/A	N/A
BACK PORCH	1	N/A	450 SF	N/A	N/A
FRONT PORCH	1	N/A	79 SF	N/A	N/A
TWO-CAR GARAGE	1	N/A	650 SF	N/A	N/A
W.I.C.	1	N/A	97 SF	N/A	N/A

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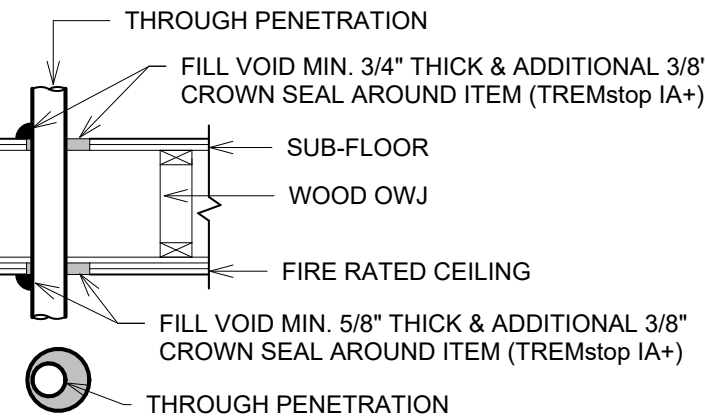
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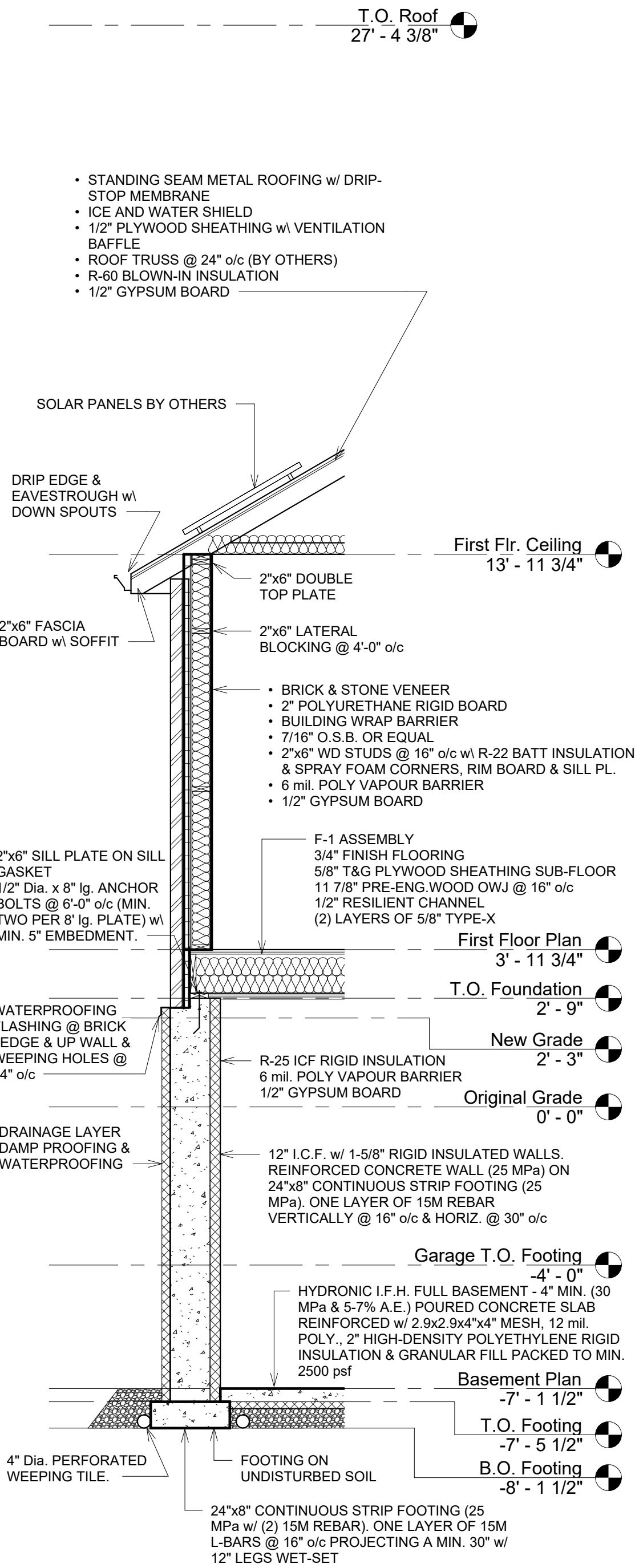
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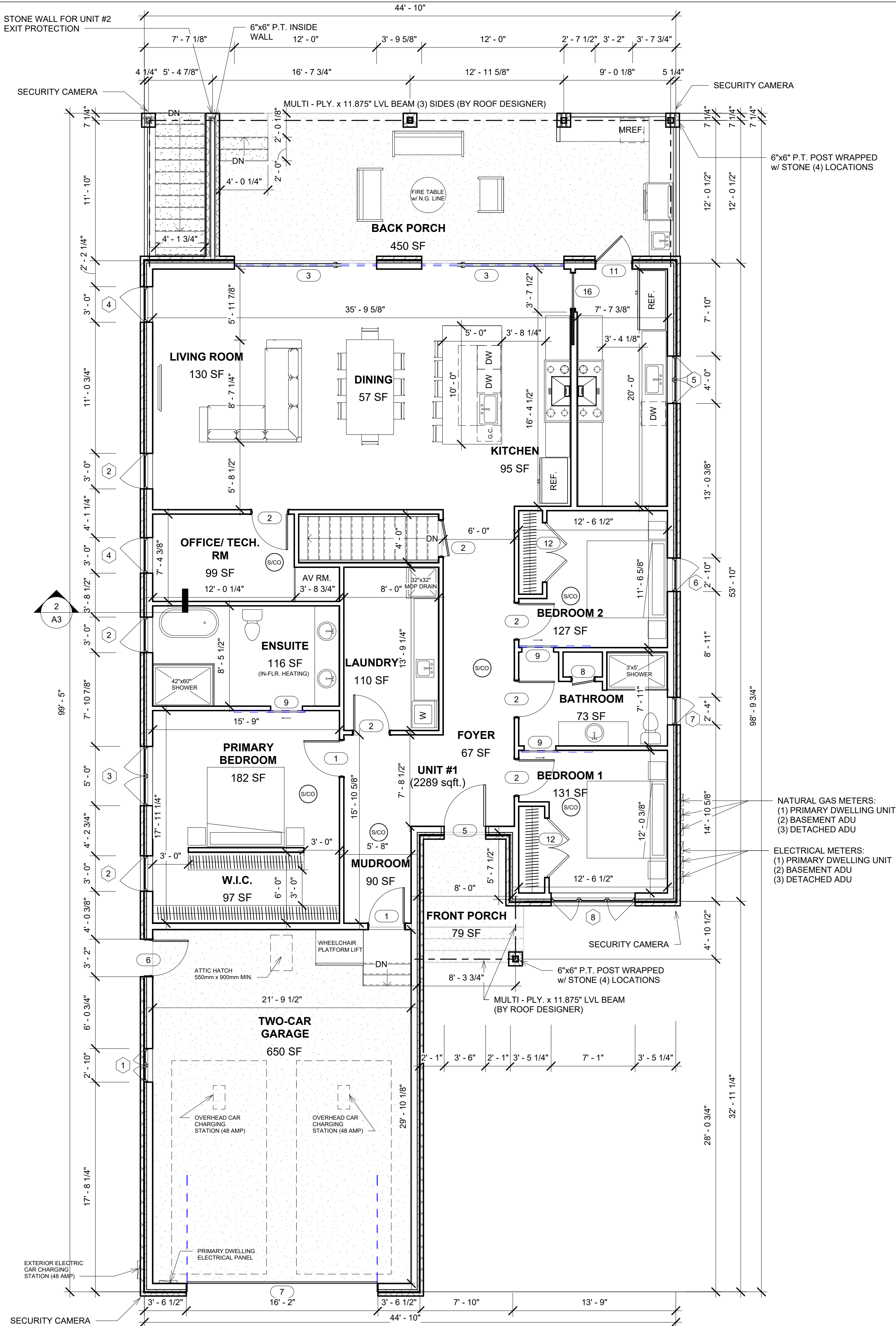
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(S/CO) - SMOKE/ CO ALARMS PER OBC 9.10.19
- SMOKE/ CO ALARMS TO BE LOCATED IN EA. SLEEPING ROOM & HALLWAY LEADING TO EACH SLEEPING ROOM. EACH FLOOR TO HAVE A MIN. OF (1) S/CO ALARM.

① First Floor Plan
3/16" = 1'-0"



② Section 4
3/8" = 1'-0"



info@elevatedengineering.ca
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SEAL:



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Address - 2862 KEW DR., WINDSOR, ON

Phone - 519-948-1888

e-mail -

No.	Description	Date
1.	SUBMITTED FOR REVIEW	Oct. 09, 2025
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4.	REVISED FOR PERMIT	Apr. 10, 2026
5.	REVISED FOR MINOR VARIANCE	May 08, 2026
6.	REVISED GROSS AREAS	June 05, 2026

**3593 HOWARD AVE.
WINDSOR**

First Floor Plan (Unit #1)

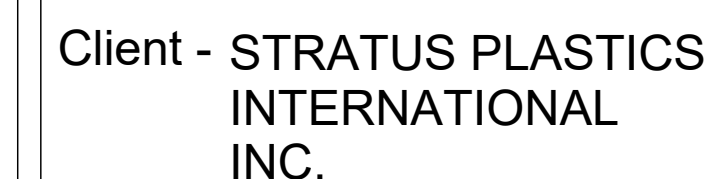
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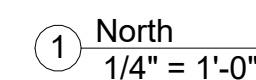
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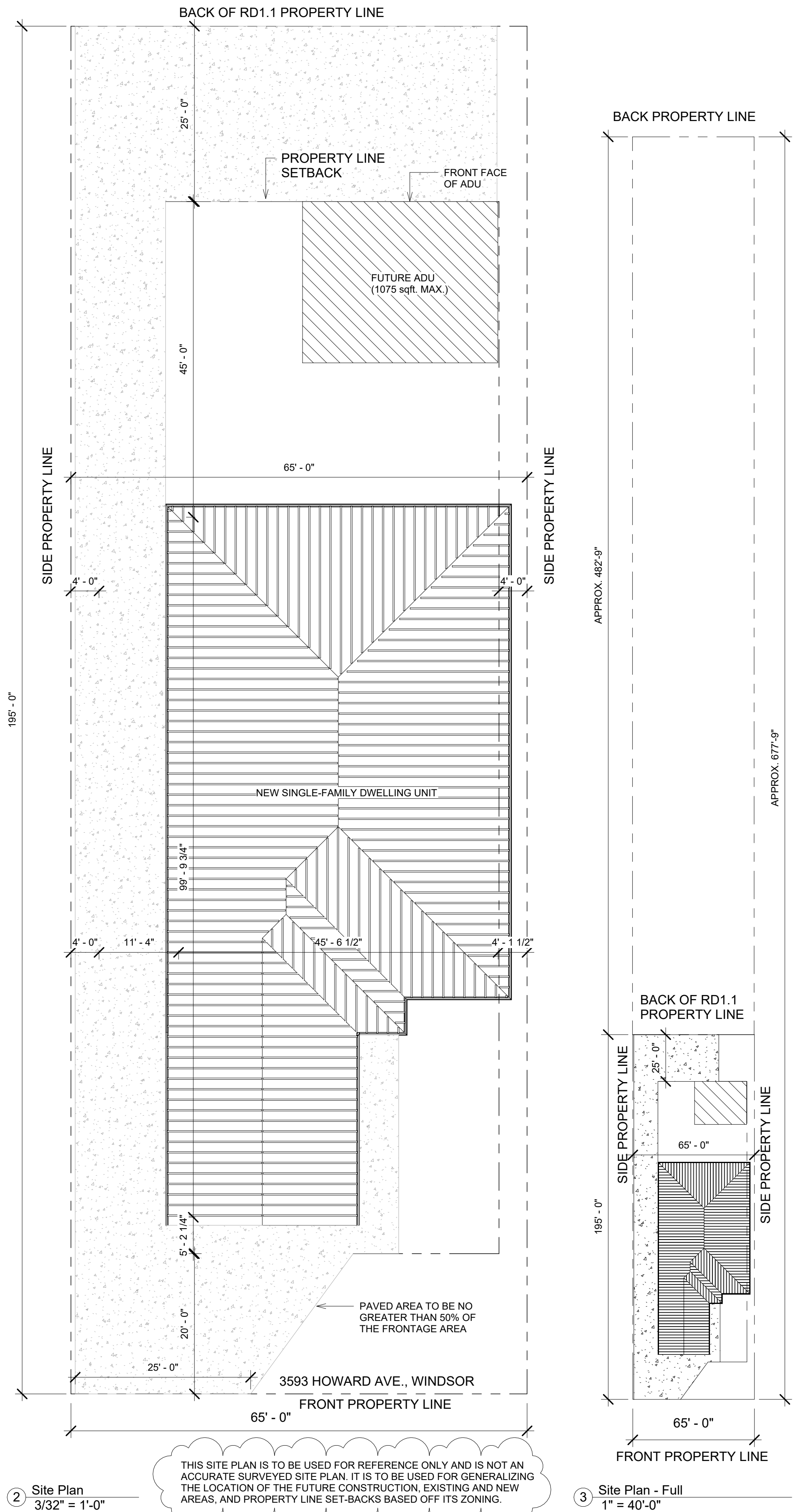
3593 HOWARD AVE.
WINDSOR

Elevations

A4

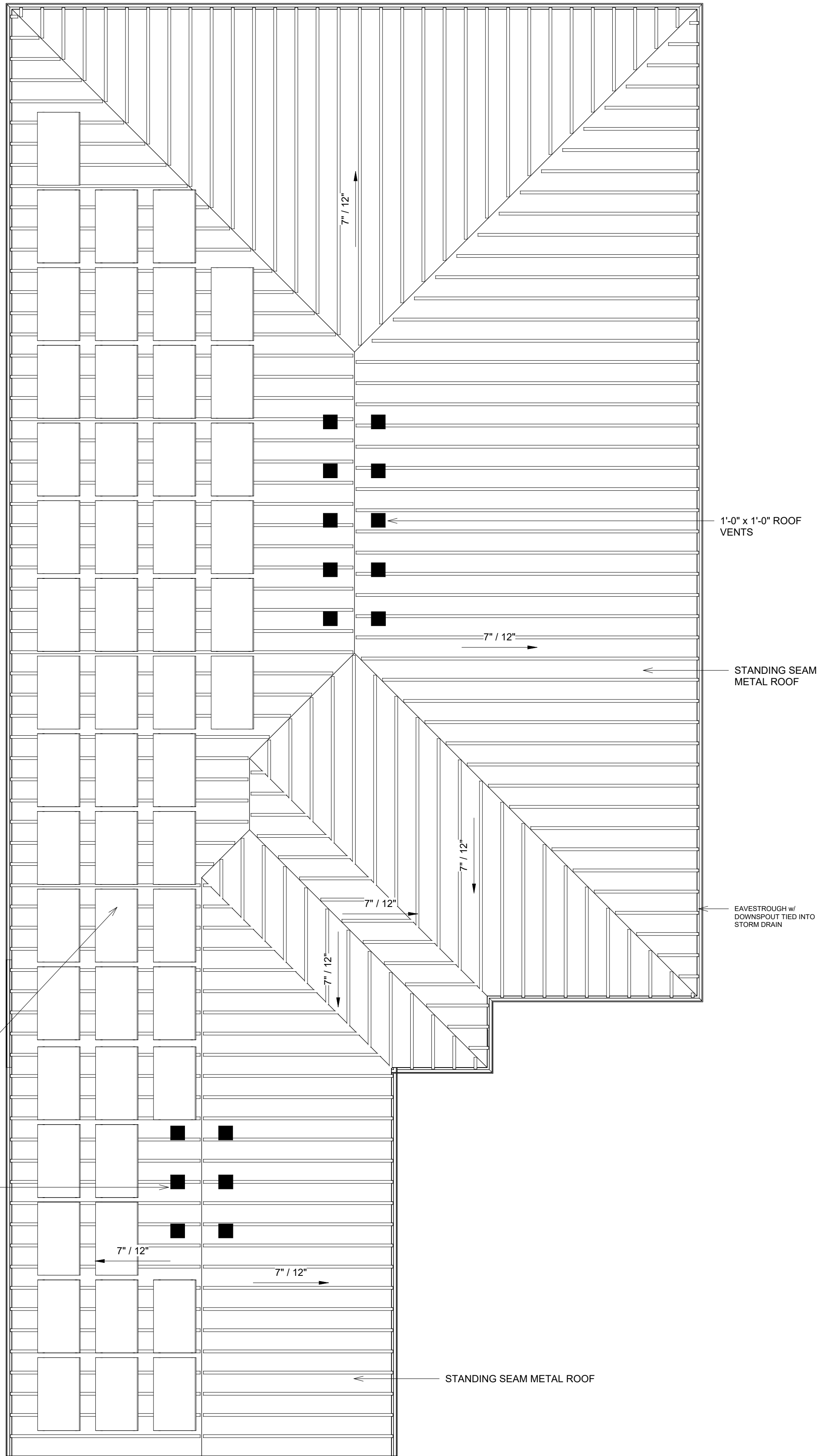
Scale	1/4" = 1'-0"
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SITE INFORMATION	
ADDRESS: 3593 Howard Ave, Windsor, ON N9E 3N6	
DESCRIPTION:	SINGLE-FAMILY DWELLING & BASEMENT ADU
PRIMARY ENTRY:	STREET
ZONING:	HRD1.1, RD1.1
PROPOSED USE:	RESIDENTIAL
PARCEL ROLL NUMBER:	080-032-00300
FULL LOT SIZE:	65' x 677.7'
RD1.1 ZONED LOT SIZE:	65' x 195'
FRONTAGE:	65'
RD1.1 PROPERTY AREA:	APPROX. 12,675 sqft.
TOTAL PROPERTY AREA:	APPROX. 44,053.88 sqft.
PROPERTY LINE TO STRUCTURE SETBACK:	FRONT = 25'-2 1/4"
	BACK = 70'-0"
	SIDE = 4'-1 1/2"
	SIDE = 15'-4"
FRONT YARD AREA:	1,300 sqft.
FRONT YARD PAVED AREA:	650 sqft.
TOTAL NEW LOT COVERAGE (ROOF AREA):	4284 sqft.
ALLOWABLE LOT COVERAGE:	45%
TOTAL DWELLING LOT COVERAGE:	33.8%
TOTAL ACCESSORY LOT COVERAGE:	0%

- 9.19.1. Venting
- 9.19.1.1. Required Venting
- (1) Except where it can be shown to be unnecessary, where insulation is installed between a ceiling and the underside of the roof sheathing, a space shall be provided between the insulation and the sheathing, and vents shall be installed to permit the movement of air from the space to the exterior. (See Note A-9.19.1.1.(1))
- 9.19.1.2. Vent Requirements
- (1) Except as provided in Sentence (2), the unobstructed vent area shall be not less than 1/300 of the insulated ceiling area.
- (2) Where the roof slope is less than 1 in 6 or in roofs that are constructed with roof joists, the unobstructed vent area shall be not less than 1/150 of the insulated ceiling area.
- (3)
- (a) Required vents may be roof type, eave type, gable-end type or any combination thereof, and shall be distributed uniformly on opposite sides of the building.
- (b) with not less than 25% of the required openings located at the top of the space, and
- (c) with not less than 25% of the required openings located at the bottom of the space.



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Roof & Site Plan	
Project number	J0126
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Drawn by	CDS
Checked by	Checker
Scale	As indicated