

July 10, 2020

TO THE MAYOR AND MEMBERS OF COUNCIL:

A special meeting of Council will be held on **Monday, July 13, 2020, at 9:15 o'clock a.m., via electronic participation in accordance with Procedure By-law #98-2011 as amended, which allows for electronic participation during a declared emergency.** Council will at the special meeting adopt a resolution to authorize Council to meet in closed session, and the resolution shall contain the general nature of the matters to be considered in the closed session. The resolution must be adopted by a majority of Council present during the open special meeting before the meeting may be closed.

A meeting of the **Striking Committee** will be held on **Monday, July 13, 2020, immediately following the in-camera meeting, via electronic participation in accordance with Procedure By-law #98-2011 as amended, which allows for electronic participation during a declared emergency.**

The **regular meeting** of Council will be held on **Monday, July 13, 2020 at 10:00 o'clock a.m., via electronic participation in accordance with Procedure By-law #98-2011 as amended, which allows for electronic participation during a declared emergency** to consider the regular agenda for that day.

BY ORDER OF THE MAYOR.

Yours very truly,



Steve Vlachodimos

Deputy Clerk

/bm

c.c. Chief Administrative Officer

Consolidated City Council Meeting Agenda

Date: Monday, July 13, 2020

Time: 10:00 o'clock a.m.

Location: Council Chambers, 1st Floor, Windsor City Hall

Clerk's Note: All members will be participating electronically and will be counted towards quorum in accordance with Procedure By-law 98-2011 as amended, which allows for electronic meetings during a declared emergency. The minutes will reflect this accordingly.

MEMBERS:

Mayor Drew Dilkens

Ward 1 – Councillor Fred Francis

Ward 2 – Councillor Fabio Costante

Ward 3 – Councillor Rino Bortolin

Ward 4 – Councillor Chris Holt

Ward 5 – Councillor Ed Sleiman

Ward 6 – Councillor Jo-Anne Gignac

Ward 7 – *vacant*

Ward 8 – Councillor Gary Kaschak

Ward 9 – Councillor Kieran McKenzie

Ward 10 - Councillor Jim Morrison

ORDER OF BUSINESS

- | Item # | Item Description |
|---------------|---|
| 1. | ORDER OF BUSINESS |
| 1.1. | In the event of the absence of the Mayor, Councillor McKenzie has been Appointed Acting Mayor for the month of July, 2020 in accordance with By-law 176-2018, as amended. |
| 2. | CALL TO ORDER |
| 3. | DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF |
| 4. | ADOPTION OF THE MINUTES (<i>enclosed</i>) |
| 4.1. | Adoption of the City Council minutes of its meeting held June 15, 2020 (SCM 208/2020) |
| 4.2. | Adoption of the City Council minutes of its special meeting held June 25, 2020 (SCM 209/2020) |
| 5. | NOTICE OF PROCLAMATIONS |
| 6. | COMMITTEE OF THE WHOLE |
| 7. | COMMUNICATIONS INFORMATION PACKAGE (This includes both Correspondence and Communication Reports) |
| 7.1 | Correspondence 7.1.1. through 7.1.23. (CMC 11/2020) (<i>enclosed</i>) |
| 7.2. | Council Question CQ 31-2019 - City Wide (C 110/2020)
Clerk's Note: Administration providing a P & C memo to Mayor & Council under separate cover. |

8. **CONSENT AGENDA**

- 8.1. Community Safety and Wellbeing Regional Plan - City Wide (**S 87/2020**)
- 8.2. Forest Glade Splash Pad Funding - Ward 7 (**C 128/2020**)
- 8.3. Appointment of Drainage Engineer - Little River Steel Walls (Wards 6 and 7) (**C 125/2020**)
- 8.4. Appointment of Drainage Engineer - Talsma and Janisse Drains (Ward 10) (**C126/2020**)

CONSENT COMMITTEE REPORTS

- 8.5. Updates to the Archaeological Management Plan (**SCM 186/2020**) (**S 71/2020**)
- 8.6. Zoning By-law Amendment Application for 4100 7th Con. Rd.; Applicant: MAA AshaPuri Enterprises Inc.; File No. Z-020/19, ZNG/5980; Ward 9 (**SCM 187/2020**) (**S 42/2020**)
- 8.7. OPA & Rezoning – Responsive Group – 3175-3215 Banwell - OPA 131 OPA/6047 Z-004/20 ZNG/6046 -Ward 7 (**SCM 188/2020**) (**S 74/2020**)
- 8.8. Approval of a Plan of Condominium with Exemption under Section 9(3) of the Condominium Act –Skyline Real Estate Holdings Inc. 737 Ouellette Ave. – CDM 001-20 [CDM-6041] ; Ward 3 (**SCM 189/2020**) (**S 75/2020**)
- 8.9. Approval of a Plan of Condominium with Exemption under Section 9(3) of the Condominium Act – Piroli Construction Inc. 850 Wyandotte Street W – CDM 002-20 [CDM-6053]; Ward 3 (**SCM 190/2020**) (**S 76/2020**)
- 8.10. Response to B3/2020 Directing Administration to Report Back with a Neighbourhood Residential Rehabilitation Grant Program and List of Funded CIPs (**SCM 191/2020**) (**S 68/2020**)
- 8.11. Application by the Registered Owner (1603965 Ontario Ltd.) of 3311 Peter Street for an exemption from Demolition Control By-law 20-2007 and an application for Financial Incentives under the Sandwich Community Improvement Plan (Ward 2) (**SCM 192/2020**) (**S 69/2020**)
- 8.12. Close the Westerly 6.1m Portion of Belle Isle View Boulevard ROW and 4.87m wide East/West Alley, Abutting the Property Known as 7467 St. Rose Avenue - Applicant: Glenn Murray - SAA/5550 - Ward 6 (**SCM 193/2020**) (**S 227/2019**)
- 8.13. Minutes of the International Relations Committee of its meeting held February 26, 2020 (**SCM 194/2020**) (**SCM 97/2020**)
- 8.14. EWSWA Annual Report - Essex-Windsor Residential Waste Diversion 2019 (dated March 31, 2020) (**SCM 199/2020**) (**SCM 175/2020**)
- 8.15. EWSWA Regular Board Meeting Minutes February 4, 2020 (**SCM 200/2020**) (**SCM 176/2020**)

- 8.16. Traffic Calming - Adapting to COVID-19 Emergency - City-Wide (**SCM 201/2020**) (**S 64/2020**)
- 8.17. Riverside Drive at Ford Boulevard - Speed Review - Ward 6 (**SCM 202/2020**) (**S 78/2020**)
- 8.18. Revised 2021 Road Rehabilitation Program - City Wide (**SCM 203/2020**) (**S 81/2020**)

- 9. **REQUEST FOR DEFERRALS, REFERRALS AND/OR WITHDRAWALS**

- 10. **PRESENTATIONS AND DELEGATIONS**

- 11. **REGULAR BUSINESS ITEMS** (Non-Consent Items)
 - 11.1. Response to CQ11-2020 regarding Open-Air Burning (**Council Direction Requested**) (**C 136/2020**)
 - 11.2. Declaration of Vacant Lands Municipally Known as 0 Grand Marais Road East and Part of Closed Grand Marais Road East Surplus and Authority to Offer for Sale-Ward 10 (**C 123/2020**)
 - 11.3. Capital Variance Report – May 31, 2020 - City Wide (**C 91/2020**)
 - 11.4. COVID-19 2020 Year-End Financial Projections - City Wide (**C 134/2020**)
Clerk's Note: Lorraine Goddard, CEO, United Way Centraide Windsor-Essex County submitting the **attached** letter dated July 10, 2020 as additional information and Marian Overholt, Executive Director, Legal Assistance of Windsor dated July 9, 2020 submitting the **attached** letter.
 - 11.5. Confirm & Ratify – Application for a Cannabis Retail Store Authorization at 7405 Tecumseh Road East, Unit 200 (Ward 8) (**C 142/2020**) (**attached**)
 - 11.6. Confirm & Ratify Report – Outdoor Screen for use at Various Outdoor Functions (City Wide) (**C 143/2020**) (**attached**)

- 12. **CONSIDERATION OF COMMITTEE REPORTS**
 - 12.1. (i) Report of the Special In-Camera meeting or other Committee as may be held prior to Council (if scheduled)
 - 12.2. Report of the Striking Committee of its meeting held June 1, 2020 (**SCM 210/2020**) (**attached**)

13. **BY-LAWS** (First and Second Reading) (*enclosed*)
- 13.1 **89-2020** A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 4.22 METRE ALLEY LOCATED SOUTH OF CAMPBELL AVENUE, NORTH OF ALGONQUIN STREET, EAST OF MARK AVENUE AND WEST OF EVERTS AVENUE, CITY OF WINDSOR, authorized by CR100/2019 dated March 4, 2019
- 13.2 **90-2020** A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 4.22 METRE ALLEY LOCATED SOUTH OF CAMPBELL AVENUE, NORTH OF ALGONQUIN STREET, EAST OF MARK AVENUE AND WEST OF EVERTS AVENUE, CITY OF WINDSOR, authorized by CR100/2019 dated March 4, 2019
- 13.3 **91-2020** A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 20.12 METRE EAST/WEST PART OF HOME SITE AVENUE LOCATED SOUTH OF QUEEN ELIZABETH DRIVE, WEST OF CLEMENCEAU BOULEVARD AND NORTH OF NORTH SERVICE ROAD EAST, AND THE 2.13 METRE NORTH/SOUTH ALLEY LOCATED SOUTH OF HOME SITE AVENUE, NEXT WEST OF CLEMENCEAU BOULEVARD AND NORTH OF NORTH SERVICE ROAD EAST, CITY OF WINDSOR, authorized by CR459/2019 dated September 9, 2019
- 13.4 **92-2020** A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 20.12 METRE EAST/WEST PART OF HOME SITE AVENUE LOCATED SOUTH OF QUEEN ELIZABETH DRIVE, WEST OF CLEMENCEAU BOULEVARD AND NORTH OF NORTH SERVICE ROAD EAST, AND THE 2.13 METRE NORTH/SOUTH ALLEY LOCATED SOUTH OF HOME SITE AVENUE, NEXT WEST OF CLEMENCEAU BOULEVARD AND NORTH OF NORTH SERVICE ROAD EAST, CITY OF WINDSOR, authorized by CR459/2019 dated September 9, 2019
- 13.5 **93-2020** A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 9023 BEING A BY-LAW TO REGULATE VEHICULAR PARKING WITHIN THE LIMITS OF THE CITY OF WINDSOR ON MUNICIPAL STREETS, MUNICIPAL PARKING LOTS AND PRIVATE PROPERTIES, authorized by CAO 146/2020 dated June 11, 2020
- 13.6 **94-2020** A BY-LAW TO ASSUME EASTLAWN AVENUE BEING STREETS SHOWN ON REGISTERED PLAN 835 KNOWN AS EASTLAWN AVENUE AND THE MUNICIPAL SERVICES LOCATED THEREIN, IN THE CITY OF WINDSOR, authorized by M98-2012 dated February 21, 2012
- 13.7 **95-2020** A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 4.43 METRE EAST/WEST ALLEY AND THE 4.23 METRE NORTH/SOUTH ALLEY LOCATED SOUTH OF LABELLE STREET, NORTH OF GRAND MARAIS ROAD, WEST OF EVERTS AVENUE AND EAST OF MARK AVENUE, CITY OF WINDSOR, authorized by CR5/2019 dated January 7, 2019

- 13.8 **96-2020** A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 4.43 METRE EAST/WEST ALLEY AND THE 4.23 METRE NORTH/SOUTH ALLEY LOCATED SOUTH OF LABELLE STREET, NORTH OF GRAND MARAIS ROAD, WEST OF EVERTS AVENUE AND EAST OF MARK AVENUE, CITY OF WINDSOR, authorized by CR5/2019 dated January 7, 2019
- 13.9 **97-2020** A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 4.28 METRE NORTH/SOUTH ALLEY LOCATED SOUTH OF EDGAR AVENUE, NORTH OF TRANBY AVENUE, WEST OF MATHEW BRADY AVENUE AND EAST OF EASTLAWN AVENUE, CITY OF WINDSOR, authorized by CR665/2018 dated December 17, 2018
- 13.10 **98-2020** A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 4.28 METRE NORTH/SOUTH ALLEY LOCATED SOUTH OF EDGAR AVENUE, NORTH OF TRANBY AVENUE, WEST OF MATHEW BRADY AVENUE AND EAST OF EASTLAWN AVENUE, CITY OF WINDSOR, authorized by CR665/2018 dated December 17, 2018
- 13.11 **99-2020** A BY-LAW TO FIX THE TAX RATES AND TO PROVIDE FOR THE LEVY AND COLLECTION OF PROPERTY TAXES FOR THIS YEAR, authorized by CR266/2020 dated May 25, 2020
- 13.12 **100-2020** A BY-LAW TO PROVIDE FOR THE IMPOSITION OF SPECIAL CHARGES UPON PRESCRIBED BUSINESS PROPERTY CLASSES OF RATEABLE PROPERTY WITHIN IMPROVEMENT AREAS FOR THE YEAR 2020, authorized by CR311/2020 & CR312/2020 dated June 15, 2020
- 13.13 **101-2020** A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 9023 BEING A BY-LAW TO REGULATE VEHICULAR PARKING WITHIN THE LIMITS OF THE CITY OF WINDSOR ON MUNICIPAL STREETS, MUNICIPAL PARKING LOTS AND PRIVATE PROPERTIES, authorized by CAO 159/2020 dated June 30, 2020
- 13.14 **102-2020** A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS MEETING HELD ON THE 13TH DAY OF JULY, 2020

14. **MOVE BACK INTO FORMAL SESSION**

15. **NOTICES OF MOTION**

16. **THIRD AND FINAL READING OF THE BY-LAWS**

By-laws 89-2020 through 102-2020 (inclusive)

17. **PETITIONS**

18. **QUESTION PERIOD (*enclosed*)**

18.1. Summary of Outstanding Council Questions as of July 9, 2020 (**SCM 207/2020**)

18.2. Summary of Outstanding Council Directives as of July 6, 2020 (**SCM 204/2020**)

19. **STATEMENTS BY MEMBERS**

20. **UPCOMING MEETINGS**

Regular City Council
Monday July 13, 2020
10:00 a.m. (meeting held electronically)

Development & Heritage Standing Committee
Monday July 13, 2020
4:30 p.m. (meeting held electronically)

Regular City Council – **Rescheduled to Monday July 27, 2020**
Monday July 20, 2020

Windsor Public Library Board
Tuesday July 21, 2020
4:00 p.m. (meeting held electronically)

Environment, Transportation & Public Safety Standing Committee
Wednesday July 22, 2020
4:30 p.m. (meeting held electronically)

Regular City Council
Monday July 27, 2020
11:00 a.m. (meeting held electronically)

Corporate Services Standing Committee - **CANCELLED**
Monday July 27, 2020
6:00 p.m. (meeting held electronically)

Windsor Bicycling Committee
Tuesday July 28, 2020
10:00 a.m., Teleconference (by phone)

21. **ADJOURNMENT**



Committee Matters: SCM 208/2020

Subject: Adoption of the Windsor City Council meeting minutes held June 15, 2020



CITY OF WINDSOR MINUTES 06/15/2020

City Council Meeting

Date: Monday, June 15, 2020

Time: 1:00 o'clock p.m.

Members Present:

Mayor

Mayor Dilkens

Councillors

Ward 1 - Councillor Francis

Ward 2 - Councillor Costante

Ward 3 - Councillor Bortolin

Ward 4 - Councillor Holt

Ward 5 - Councillor Sleiman

Ward 6 - Councillor Gignac

Ward 7 - Vacant

Ward 8 - Councillor Kaschak

Ward 9 - Councillor McKenzie

Ward 10 - Councillor Morrison

Clerk's Note: The Mayor and all members of Council participated via video conference (Zoom), in accordance with Procedure By-law 98-2011 as amended, which allows for electronic participation during a declared emergency.

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1. ORDER OF BUSINESS

2. CALL TO ORDER

The Mayor calls the meeting to order at 1:22 o'clock p.m.

3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

Councillor Francis discloses an interest and abstains from voting on Item 11.3 being the report of the City Treasurer dated May 5, 2020 entitled "Application for Property Tax Relief Under Section 357 of the Ontario *Municipal Act, 2001*", as the subject program to provide hotel rooms for healthcare workers was started in part by the employer of a family member.

4. ADOPTION OF THE MINUTES

4.1. Adoption of the Windsor City Council meeting minutes held May 25, 2020

Moved by: Councillor Costante
Seconded by: Councillor Francis

That the minutes of the meeting of Council held May 25, 2020 **BE ADOPTED** as presented.
Carried.

Report Number: SCM 179/2020

4.2. Adoption of the Windsor City Council meeting minutes held June 1, 2020

Moved by: Councillor Costante
Seconded by: Councillor Francis

That the minutes of the meeting of Council held June 1, 2020 **BE ADOPTED** as presented.
Carried.

Report Number: SCM 180/2020

4.3. Adoption of the Special Meeting of Council minutes held June 3, 2020

Moved by: Councillor Costante
Seconded by: Councillor Francis

That the minutes of the Special Meeting of Council held June 3, 2020 **BE ADOPTED** as presented.
Carried.

Report Number: SCM 181/2020

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5. NOTICE OF PROCLAMATIONS

None presented.

6. COMMITTEE OF THE WHOLE

Moved by: Councillor Gignac

Seconded by: Councillor Holt

That Council do now rise and move into Committee of the Whole with the Mayor presiding for the purpose of dealing with:

(a) communication items;

(b) consent agenda;

(c) hearing requests for deferrals, referrals and/or withdrawals of any items of business;

(d) hearing presentations and delegations;

(e) consideration of business items;

(f) consideration of Committee reports:

(g) Report of Special In-Camera Meeting or other Committee as may be held prior to Council (if scheduled); and

(h) consideration of by-law 82-2020 through 87-2020 (inclusive).

Carried.

7. COMMUNICATIONS INFORMATION PACKAGE

7.1. Correspondence Monday, June 15, 2020

Moved by: Councillor Kaschak

Seconded by: Councillor McKenzie

Decision Number: CR304/2020

That the following Communication Items 7.1.1, 7.1.2, and 7.1.5 through 7.1.7 inclusive as set forth in the Council Agenda **BE REFERRED** as noted, and that Items 7.1.3 and 7.1.4 be dealt with as follows:

7.1.3 Cancellation of this year's Doors Open Windsor event due to COVID-19 pandemic. Request to carry this year's City of Windsor funds to Doors Open Windsor event to be held in 2021.

Moved by: Councillor Holt

Seconded by: Councillor Bortolin

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Decision Number: CR306/2020

That the correspondence from Joanne Hoppe, Doors Open Windsor dated May 26, 2020 regarding “Doors Open Windsor Update and Request” **BE RECEIVED**; and further,

That the funding allocated by the City of Windsor as main sponsor for 2020 **BE HELD OVER** and **REALLOCATED** towards 2021 which will coincide with the 20th anniversary of Doors Open Ontario.

Carried.

Clerk’s File: MBA/7119

7.1.4 Administration requests that Council reconsider report S 20/2020, “Climate Change Adaptation Plan, Degrees of Change - City Wide,” rescind CR191/2020, and approve the Climate Change Adaptation Plan, Degrees of Change

Moved by: Councillor McKenzie
 Seconded by: Councillor Costante

Decision Number: CR305/2020

That the memo from the Supervisor, Environmental Sustainability and Climate Change dated May 26, 2020 regarding “Report S 20/2020 Climate Change Adaptation Plan, Degrees of Change” **BE RECEIVED**; and further,

That Council **RESCIND** CR191/2020 in which Report S 20/2020 “Climate Change Adaptation Plan, Degrees of Change” was received for information; and further,

That Council **APPROVE** the Climate Change Adaptation Plan, Degrees of Change”.
 Carried.

Clerk’s File: EI/10822

No.	Sender	Subject
7.1.1	Ministry of Transportation	<p>Federal approval granted under the Investing in Canada Infrastructure Program (ICIP). Federal and provincial funding contributions approved for three transit projects: Construction of Dougall Ave., including bikelanes and sidewalks; Sidewalk Rehabilitation & Active Transportation Improvements; and Cabana Corridor Improvements Phase 3 & 4.</p> <p style="text-align: right;">City Engineer Executive Director of Transit Windsor City Treasurer Senior Manager of Communications GP2020 Note & File</p>

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No.	Sender	Subject
7.1.2	S&P Global Ratings	<p>Research Update: City of Windsor Ratings Affirmed At "AA"; Outlook Remains Stable</p> <p style="text-align: right;">City Treasurer MH/13786 and AF2020 Note & File</p>
7.1.3	Doors Open Windsor	<p>Cancellation of this year's Doors Open Windsor event due to COVID-19 pandemic. Request to carry this year's City of Windsor funds to Doors Open Windsor event to be held in 2021.</p> <p style="text-align: right;">City Treasurer MBA/7119 COUNCIL DIRECTION REQUESTED, otherwise Note & File</p>
7.1.4	Supervisor, Environmental Sustainability and Climate Change	<p>Administration requests that Council reconsider report S 20/2020, "Climate Change Adaptation Plan, Degrees of Change - City Wide," rescind CR191/2020, and approve the Climate Change Adaptation Plan, Degrees of Change.</p> <p style="text-align: right;">City Clerk City Engineer EI/10822 COUNCIL DIRECTION REQUESTED, otherwise Note & File</p>
7.1.5	Manager of Urban Design	<p>Site Plan Approval, Teddy Pierre Daher, 2650 Temple Dr., Proposed manufacturing & warehouse building</p> <p style="text-align: right;">ZS/13828 Note & File</p>
7.1.6	Committee of Adjustment/Consent Authority	<p>Applications heard by the Committee of Adjustment/Consent Authority, Thursday, June 11, 2020, 3:30 p.m., through Electronic Meeting Participation</p> <p style="text-align: right;">ZC2020 Note & File</p>

No.	Sender	Subject
7.1.7	Alcohol and Gaming Commission of Ontario (AGCO)	Additional information regarding recent amendments to Regulation 719 of the <i>Liquor Licence Act</i> that support liquor sale licensees in temporarily extending their patios and provide additional flexibility for the location of tied houses City Clerk/License Commissioner GP2020 Note & File

Carried.

Report Number: CMC 10/2020

7.2. 2019 Provincial Offences (POA) Annual Report- City Wide

Moved by: Councillor Kaschak
 Seconded by: Councillor McKenzie

Decision Number: CR307/2020

That the report of the City Solicitor dated March 24, 2020 regarding the 2019 Windsor/Essex Provincial Offences (POA) Annual Report **BE RECEIVED FOR INFORMATION**.

Carried.

Report Number: CM 19/2020
 Clerk's File: AL2020

7.3. Response to CQ14-2020 Regarding Timelines for the University Avenue and Victoria Avenue Environmental Assessment and University Avenue West and Wyandotte Street West Community Improvement Plan; Wards 2, 3

Moved by: Councillor Kaschak
 Seconded by: Councillor McKenzie

Decision Number: CR308/2020

That the report of the Planner III - Special Projects and Transportation Planning Senior Engineer dated June 2, 2020 entitled "Response to CQ14-2020 Regarding Timelines for the University Avenue and Victoria Avenue Environmental Assessment and University Avenue West and Wyandotte Street West Community Improvement Plan; Wards 2, 3" **BE RECEIVED** for information.

Carried.

Report Number: C 116/2020
 Clerk's File: Z/10320

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8. CONSENT AGENDA

8.2. 2020 Decommissioning of Transit Windsor Buses - City Wid

Moved by: Councillor Morrison

Seconded by: Councillor Sleiman

Decision Number: CR310/2020 ETPS 765

That the Environment, Transportation and Public Safety Standing Committee, sitting as the Transit Windsor Board of Directors, and City Council **APPROVE** the decommissioning of conventional transit bus numbers 556, 560, 561, 563, 670, 671, 672, 673, 674, 675, 676, 677, 681, 682, 683 and 684.

Carried.

Report Number: SCM 178/2020 & S 70/2020

Clerk's File: MT/13708

11.1. 2020 Business Improvement Area Budget and Levy Approvals - Additional Information - Wards 2,3,4,5 & 6

Moved by: Councillor Morrison

Seconded by: Councillor Sleiman

Decision Number: CR311/2020

That the report of the Deputy Treasurer, Taxation & Financial Projects dated May 29, 2020 entitled "2020 Business Improvement Area Budget and Levy Approvals - Additional Information - Wards 2,3,4,5 & 6" **BE RECEIVED** for information; and,

That City Council **APPROVE** the 2020 Budget Submission and related levy request in the amount of \$94,000 of the Wyandotte Towne Centre Business Improvement Area; and,

That City Council **APPROVE** the 2020 Business Improvement Area rate of 0.00376947 for the Wyandotte Towne Centre Business Improvement Area; and,

That the City Solicitor **INCLUDE** the Wyandotte Towne Centre Business Improvement Area levy and rate as part of the 2020 Business Improvement Area By-law.

Carried.

Report Number: C 109/2020

Clerk's File: AFB/13467

11.2. 2020 Business Improvement Area Budget and Levy Approvals - Wards 2,3,4,5 7 6

Moved by: Councillor Morrison

Seconded by: Councillor Sleiman

Decision Number: CR312/2020

That City Council **APPROVE** the 2020 Budget submissions and related levy requests for the Downtown Windsor, Via Italia (Erie Street), Olde Riverside Town Centre, Olde Sandwich Towne, Walkerville District, Ottawa Street, Pillette Village and Ford City BIAs (Appendices attached) as outlined in Table 1; and,

That City Council **APPROVE** the 2020 Business Improvement Area Rates as presented in Table 1; and,

That City Council **AUTHORIZE** that a Streetscaping reserve be established by the Pilette Village BIA under section 417 of the *Ontario Municipal Act, 2001* for the purpose of supporting a proposed project; and,

That the City Solicitor **BE AUTHORIZED** to prepare the necessary by-laws.
Carried.

Report Number: C 86/2020
Clerk's File: AFB/13467

9. REQUEST FOR DEFERRALS, REFERRALS AND/OR WITHDRAWALS

11.3. Application for Property Tax Relief Under Section 357 of the Ontario *Municipal Act, 2001* - Ward 3

Moved by: Councillor Bortolin
Seconded by: Councillor Costante

Decision Number: CR313/2020

That the report of the City Treasurer dated May 5, 2020 entitled "Application for Property Tax Relief Under Section 357 of the *Ontario Municipal Act, 2001*" **BE DEFERRED** until such time as the corresponding in camera report on this matter is dealt with by Council.

Carried.

Councillor Francis discloses an interest and abstains from voting on this matter.

Report Number: C 88/2020
Clerk's File: AF2020

11.7. Waterfront Celestial Beacon – Home to Street Car 351

Moved by: Councillor Gignac
Seconded by: Councillor Francis

That the report of the Manager of Parks Development and Project Administrator – Engineering, dated November 25, 2019 entitled "Waterfront Celestial Beacon – Home to Street Car 351" **BE DEFERRED** pending the ability to analyze the financial ramifications of the Covid-19 pandemic on the Corporation of the City of Windsor.

The motion is **put** and **is lost**.

Aye votes: Councillors Gignac and Francis.

Nay votes: Councillors Costante, Bortolin, Holt, Sleiman, Kaschak, McKenzie and Morrison.

Absent: None.

Abstain: None.

Report Number: C 197/2020

Clerk's File: SR/13823

11.5. E-Scooters in Parks -City Wide

Moved by: Councillor Francis

Seconded by: Councillor Gignac

Decision Number: CR315/2020

That the report of the Manager – Parks Development, dated April 1, 2020 entitled “E-Scooters in Parks” **BE DEFERRED** until the spring of 2021 as a pilot project for 2020 would be limited due to the Covid-19 pandemic.

Carried.

Councillor McKenzie voting nay.

Report Number: C 68/2020

Clerk's File: SW/13715

10. PRESENTATIONS AND DELEGATIONS

11.7. Waterfront Celestial Beacon – Home to Street Car 351

Jan Wilson, Corporate Leader, Parks, Facilities, Recreation & Culture

Jan Wilson, Corporate Leader, Parks, Facilities, Recreation & Culture appears before Council to provide an overview of the Waterfront Celestial Beacon – Home to Street Car 351, including the history of the Celestial Beacon, the Central Riverfront Implementation Plan, the location plan, conceptual designs, design considerations, site lines and views, green design elements, energy efficiency, survey results and partnerships.

Dan Amicone, Architectura, Consultant

Dan Amicone, Architectura, Consultant, appears before Council and is available for questions regarding the Waterfront Celestial Beacon – Home to Street Car 351.

Moved by: Councillor Costante

Seconded by: Councillor Bortolin

Decision Number: CR317/2020

- I) That City Council **APPROVE** the design of the building and the terraces for the Celestial Beacon prepared by Architecttura Inc. as the new home for Streetcar No. 351 located on the waterfront North of Riverside drive at the foot of Askin Avenue in Assumption Park North as attached under APPENDIX C; along with the following:
- That the patio terrace footprint **BE REDUCED** to under 10,000 square feet; and,
 - That administration **BE DIRECTED** to work with the architects and the designers to try to naturalize and landscape as much of the paved footprint as possible, while maintaining accessibility and functionality; and,
 - That spruce trees **BE PLANTED** and spread out in a responsible way so as not to further obstruct views; and further,
 - That the height of the street car enclosure **BE LOWERED** to as much as practical while taking into account ERCA's considerations and public safety.
- II) That City Council **DIRECT** the Manager of Park Development to apply for an amendment to Zoning By-law 8600 for any portion of the building (Celestial Beacon) that extends above the crown of the pavement within Riverside Drive; and,
- III) That the City Planner **BE DELEGATED** the authority to approve the Site Plan Control Application and **BE AUTHORIZED** to approve minor changes to the design to allow for the construction of a permanent building (Celestial Beacon) to house Streetcar No. 351; and,
- IV) That City Council **AUTHORIZE** the Chief Administrative Officer to submit a grant application for the Celestial Beacon /Streetcar Museum project to the Canada Cultural Spaces Fund requesting \$3,032,066 in grant funding; and,
- V) That City Council **APPROVE** the following recommendations upon receiving confirmation that the City's grant application submission has been received by the grant provider for their review and consideration:
- a) That Council **PRE-APPROVE** and **AWARD** any procurement(s) necessary that are related to the Celestial Beacon /Streetcar Museum project, provided that the procurement(s) are within approved budget amounts, pursuant to the Purchasing By-Law 93-2012 and amendments thereto; satisfactory in financial content to City Treasurer, and in technical content to the to Corporate Leader of Parks, Recreation & Culture and Facilities and City Engineer; and further,
- b) That the Chief Administrative Officer and the City Clerk **BE AUTHORIZED** to take any such action required to effect the recommendation noted above and sign any required documentation/agreement(s) for the Celestial Beacon /Streetcar Museum project, satisfactory in legal form to the City Solicitor, in technical content to Corporate Leader of Parks, Recreation & Culture and Facilities and City Engineer and in financial content to the City Treasurer; and further,

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-
- c) That the Purchasing Manager **BE AUTHORIZED** to issue Purchase Orders as may be required to effect the recommendation noted above, subject to all specification being satisfactory in technical content to the Corporate Leader of Parks, Recreation & Culture and Facilities and City Engineer; in financial content to the City Treasurer.
- VI) That City Council **APPROVE** a total budget of \$7,000,000 (net City Cost of \$3,967,934) for the Celestial Beacon project, to **BE FUNDED** as follows:
- Canada Cultural Spaces Grant Funding of \$3,032,066
 - \$2,000,000 already approved by Council through CR B30/2019 as part of the Central Riverfront Improvement project; and,
 - Pre-commitments of \$300,000 in each of 2022 and 2024 Pay-As-You-Go funding from the Grant Matching and Inflationary Pressures project, FIN-001-19; and,
 - Pre-commitments of \$954,000 in 2023 Pay-As-You-Go funding and \$413,934 in 2024 Pay-As-You-Go funding from the Central Riverfront Park Improvements project PFO-001-14; and,
- VII) That City Council **APPROVE** additional funding in the amount of \$3,032,066 as follows in the event the Canada Spaces grant should not be successful:
- Pre-commitment of \$632,066 in 2024 Pay-As-You-Go funding from the Central Riverfront Park Improvements project PFO-001-14; and,
 - \$1,350,000 from the PYG funding reserve; and,
 - \$1,050,000 in placeholder funding for Paul Martin Building (CAO-001-16) be directed to the Celestial Beacon Streetcar project and that those funds be deemed pre-committed for immediate use on January 1, 2021 when it is within the required 5-year timeframe.
- VIII) That, if the City's Canada Cultural Spaces Fund application is successful and the \$3,032,066 in requested grant funding is approved in whole or in any part:
- a) The Chief Administrative Officer and City Clerk **BE AUTHORIZED** to execute any agreements, declarations or approvals required resulting from receiving grant funding approval subject to such documents being satisfactory in technical content to the City Engineer as well as the Corporate Leader, Parks and Recreation & Culture and Facilities, in financial content to the City Treasurer, and in Legal form to the City Solicitor; and,
- b) The Chief Administrative Officer **BE AUTHORIZED** to delegate signing of all claims, progress reports and applicable schedules and other such documents as may be required as part of the request for payment to the Senior Manager of Engineering or designate, subject to financial content approval from the area's Financial Planning Administrator or their manager.

Carried.

At the request of Councillor Gignac, a recorded vote is taken.

Aye votes: Councillors Costante, Bortolin, Holt, Sleiman, Kaschak, McKenzie, Morrison and Mayor Dilkens.

Nay votes: Councillors Gignac and Francis.

Absent: None.

Abstain: None.

Report Number: C 197/2019

Clerk's File: SR/13823

11. REGULAR BUSINESS ITEMS (Non-Consent Items)

8.1. Capital Budget Recommended Guidelines

Moved by: Councillor McKenzie

Seconded by: Councillor Francis

Decision Number: CR309/2020

That given the financial impacts of the COVID 19 pandemic and the current uncertainty surrounding senior level government funding to assist municipalities that City Council **ENDORSE** the guidelines outlined in this report for the balance of 2020 as a framework when considering capital funding and projects; and,

That in order to facilitate the maximization of available funding and to increase the City's ability to leverage grant funding, City Council **AUTHORIZE** the CAO to exchange funding sources between capital projects that do not change the total approved funding or impact the timing of capital projects.

Carried.

Report Number: C 104/2020

Clerk's File: MH/13786, AFB/13467, & GP2020

11.4. Windsor-Canada Utilities Ltd. – Annual General Meeting – City Wide

Moved by: Councillor Gignac

Seconded by: Councillor Francis

Decision Number: CR314/2020

I. That Council, acting as the shareholder for Windsor Canada Utilities Ltd. ("WCUL") **APPROVE** the resolutions presented by WCUL; and,

II. That the Mayor **BE AUTHORIZED** to execute the shareholder's resolutions on behalf of The Corporation of the City of Windsor, in accordance with Council direction, with respect to all matters presented herein by WCUL for the year 2019.

Carried.

11.6. Disaster Mitigation Adaptation Fund (DMAF) 3 - Targeted Intake - City Wide

Moved by: Councillor Gignac
Seconded by: Councillor Costante

Decision Number: CR316/2020

That in order to undertake a major project aimed at reducing the likelihood of future flooding, City Council approve the following recommendations:

1. THAT City Council **APPROVE** the Chief Administrative Officer to submit an Application for the project identified in Appendix A – DMAF Special Intake C145 2019, to the Disaster Mitigation and Adaptation Fund (DMAF) 'Targeting Success' program, subject to the documents being satisfactory in technical content by the City Engineer and financial content by the City Treasurer; and,
2. THAT City Council **SUPPORT** the matching funding for the City's portion of the project, as \$5,000,000 each year from 2020 to 2030 from the Sewer Master Plan Implementation Project (ENG-002-19); and,
3. THAT in the event the City receives written confirmation of the Grant funding being awarded to the City, then City Council **APPROVES** the following:
 - a) That City Council **APPROVE** the use of funding identified in the Sewer Master Plan Implementation Project (ENG-002-19) as the City's matching portion for the DMAF grant, with funding specifically identified as follows:
 1. \$5,000,000 in 2020 funding and;
 2. **PRECOMMITMENT** of \$5,000,000 each year from 2021 to 2024 so that these funds are available for immediate use; and,
 3. Placeholder funding of \$5,000,000 each year from 2025 to 2030 be **APPROVED** and that once funding for each year is within 5 years it **BE DEEMED** precommitted and available for immediate use.
 - b) That the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to execute any agreements, declarations or approvals required resulting from receiving grant funding approval for the DMAF program and being satisfactory in technical content to the City Engineer, in financial content to the City Treasurer, and in form to the City Solicitor; and,
 - c) The Chief Administrative Officer **BE AUTHORIZED** to delegate signing of all claims and applicable schedules and other such documents required as part of the

request for payment to the City Engineer or designate, subject to financial content approval from the area's Financial Planning Administrator or their manager; and,

- d) That Council **PRE-APPROVE** and **AWARD** any procurement(s) necessary that are related to the DMAF Targeting Success project, provided that the procurement(s) are within approved budget amounts, pursuant to the Purchasing By-Law 93-2012 and amendments thereto; satisfactory in financial content to City Treasurer, and in technical content to the to City Engineer; and further;
- e) That the Chief Administrative Officer and the City Clerk **BE AUTHORIZED** to take any such action required to effect the recommendation noted above and sign any required documentation/agreement(s) for the DMAF Targeting Success project, satisfactory in legal form to the City Solicitor, in technical content to City Engineer and in financial content to the City Treasurer; and further;
- f) That the Purchasing Manager **BE AUTHORIZED** to issue Purchase Orders as may be required to affect the recommendation noted above, subject to all specification being satisfactory in technical content to the City Engineer; in financial content to the City Treasurer

4. THAT City Council **RECEIVE** this report as the response to CQ 13-2020
Carried.

Report Number: C 112/2020
Clerk's File: SW/13822 & AF2020

11.8. Confirm & Ratify Report - Application for a Cannabis Retail Store Authorization at 315 Ouellette Ave - Ward 3

Moved by: Councillor Bortolin
Seconded by: Councillor Morrison

Decision Number: CR318/2020

That the results of the email poll conducted by the Deputy City Clerk on May 29, 2020 approving the following recommendation **BE CONFIRMED AND RATIFIED**:

THAT City Council **RECEIVE** the collected comments as requested through CR534/2019 for information; and,

THAT City Council **SUPPORT** the Retail Cannabis Application requested by 'Cloud 29' regarding the site located at 315 Ouellette Ave; and,

THAT City Council **DIRECT** the Chief Administrative Officer to **RETURN** their decision along with this report and Appendices A and B to the Alcohol and Gaming Commission

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of Ontario for consideration regarding the Retail Cannabis Application and for delivery to the Applicant, no later than May 30, 2020.

Carried.

Clerk's Note: Councillors Francis, Gignac, and Sleiman, and Mayor Dilkens voted in opposition to the actual application put forward in the email poll.

Report Number: C 115/2020

Clerk's File: GP/13047

11.10. Confirm & Ratify Report-Application for a Cannabis Retail Store Authorization at 1550 Huron Church Road - Ward 10

Moved by: Councillor Bortolin

Seconded by: Councillor Morrison

Decision Number: CR319/2020

That the results of the email poll conducted by the Deputy City Clerk on June 5, 2020 approving the following recommendation **BE CONFIRMED AND RATIFIED:**

THAT City Council **RECEIVE** the collected comments as requested through CR534/2019 for information; and,

THAT City Council **SUPPORT** the Retail Cannabis Application requested by 'SPIRITLEAF 1550 HURON CHURCH ROAD' regarding the site located at 1550 Huron Church Road; and,

THAT City Council **DIRECT** the Chief Administrative Officer to **RETURN** their decision along with this report and Appendices A and B to the Alcohol and Gaming Commission of Ontario for consideration regarding the Retail Cannabis Application and for delivery to the Applicant, "SPIRITLEAF 1550 HURON CHURCH ROAD", no later than June 10, 2020.

Carried.

Clerk's Note: Mayor Dilkens voted in opposition to the actual application put forward in the email poll.

Report Number: C 121/2020

Clerk's File: GP/13047

11.11. Confirm & Ratify Report - Application for a Cannabis Retail Store Authorization at 1326 Ottawa Street - Ward 4

Moved by: Councillor Bortolin

Seconded by: Councillor Morrison

Decision Number: CR320/2020

That the results of the email poll conducted by the Deputy City Clerk on June 10, 2020 approving the following recommendation **BE CONFIRMED AND RATIFIED:**

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THAT City Council **RECEIVE** the collected comments as requested through CR534/2019 for information; and,

THAT City Council **SUPPORT** the Retail Cannabis Application requested by 'Uptown Hempire' regarding the site located at 1326 Ottawa Street Unit 1A; and,

THAT City Council **DIRECT** the Chief Administrative Officer to **RETURN** their decision along with this report and Appendices A and B to the Alcohol and Gaming Commission of Ontario for consideration regarding the Retail Cannabis Application and for delivery to the Applicant, no later than June 13, 2020.

Carried.

Report Number: C 122/2020
Clerk's File: GP/13047

11.9. Application for a Cannabis Retail Store Authorization for 4050 Walker Road, Unit 300 - Ward 9

Moved by: Councillor Bortolin
Seconded by: Councillor Kaschak

Decision Number: CR303/2020

That City Council **RECEIVE** the collected comments as requested through CR543/2019 for information; and,

That City Council **SUPPORT** the Retail Cannabis Application requested by 'THE WE STORE 4050 WALKER ROAD, UNIT 300' regarding the site located at 4050 Walker Road, Unit 300; and,

That City Council **DIRECT** the Chief Administrative Officer to **RETURN** their decision along with this report and Appendices A and B to the Alcohol and Gaming Commission of Ontario for consideration regarding the Retail Cannabis Application and for delivery to the Applicant, 'THE WE STORE 4050 WALKER ROAD, UNIT 300' regarding the site located at 4050 Walker Road, Unit 300', no later than June 16, 2020.

Carried.

Report Number: C 113/2020
Clerk's File: GP/13047

12. CONSIDERATION OF COMMITTEE REPORTS

12.1. (i) Report of the Special In-Camera meeting or other Committee as may be held prior to Council

Moved by: Councillor Francis
Seconded by: Councillor Gignac

Decision Number: CR321/2020

That the report of the In Camera meeting held June 15, 2020 **BE ADOPTED** as presented.

Carried.

Clerk's File: ACO2020

13. BY-LAWS (First and Second Reading)

Moved by: Councillor Holt

Seconded by: Councillor Kaschak

That the following By-laws No. 82-2020 through 87-2020 (inclusive) be introduced and read a first and second time:

82-2020 A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 9023 BEING A BY-LAW TO REGULATE VEHICULAR PARKING WITHIN THE LIMITS OF THE CITY OF WINDSOR ON MUNICIPAL STREETS, MUNICIPAL PARKING LOTS AND PRIVATE PROPERTIES, authorized by CAO118/2020, dated May 11, 2020.

83-2020 A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 9023 BEING A BY-LAW TO REGULATE VEHICULAR PARKING WITHIN THE LIMITS OF THE CITY OF WINDSOR ON MUNICIPAL STREETS, MUNICIPAL PARKING LOTS AND PRIVATE PROPERTIES, authorized by CAO128/2020, dated May 13, 2020.

84-2020 A BY-LAW TO AMEND BY-LAW NUMBER 6716, BEING A BY-LAW RESPECTING THE EMISSION OF SOUNDS, authorized by CR171/2020, dated May 4, 2020.

85-2020 A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR280/2020, dated June 1, 2020.

86-2020 A BY-LAW TO AMEND BY-LAW 55-2019 BEING A BYLAW TO CLOSE, STOP UP AND CONVEY THE 10.06 METRES WIDE PRINCESS AVENUE RIGHT-OF-WAY LOCATED EAST OF NORMAN ROAD AND WEST OF WESTMINSTER BOULEVARD, NORTH OF TECUMSEH ROAD EAST AND SOUTH OF EMPRESS STREET; CITY OF WINDSOR, authorized by CAO96/2020, dated April 15, 2020.

87-2020 A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS MEETING HELD ON THE 15TH DAY OF JUNE, 2020.

Carried.

14. MOVE BACK INTO FORMAL SESSION

Moved by: Councillor McKenzie

Seconded by: Councillor Morrison

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That the Committee of the Whole does now rise and report to Council respecting the business items considered by the Committee:

- 1) Communication Items (as amended)
 - 2) Consent Agenda (as amended)
 - 3) Items Deferred
Items Referred
 - 4) Consideration of the Balance of Business Items (as amended)
 - 5) Committee Reports (as presented)
 - 6) By-laws given first and second readings
- Carried.

15. NOTICES OF MOTION

Moved by: Councillor Gignac
Seconded by: Councillor Sleiman

Decision Number: CR322/2020

That Rule 13.9 of the Procedure By-Law regarding business not already before Council **BE WAIVED** to permit the introduction of a motion for consideration by Council without prior notice regarding the need to establish reduced speed limits in the Detroit River.

Carried.

Clerk's File: GF2020

Moved by: Councillor Gignac
Seconded by: Councillor Bortolin

Decision Number: CR323/2020

WHEREAS Transport Canada serves as the designated authority for marine safety, recreational boating, commercial vessels, compliance and enforcement; and,

WHEREAS Transport Canada is the designated authority to approach to reduce the speed limits on the Detroit River; and,

WHEREAS the current freighter speed limit is at 10.4 knots which is still a concern given the current water levels; and

WHEREAS the current limits for private vessels vary but nonetheless still pose a concern with a need to reduce and minimize any wake; and,

WHEREAS a number of boats participated in the Detroit River on Saturday, June 13, 2020 in the "Make America Great Again" boat parade to mark the United States President's 74th birthday, which proceeded on the U.S. side of Lake St. Clair from MacRay Harbor Marina in Harrison

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Township, Michigan up to the front of the GM Renaissance Center in Detroit, Michigan before returning back to the Marina; and,

WHEREAS several riverfront properties along Windsor, Ontario's shoreline suffered damage along this Canadian shore due to the boat parade;

THEREFORE BE IT RESOLVED that Windsor City council **PETITION** Transport Canada to establish reduced speed limits on the Detroit River as soon as possible.

Carried.

Clerk's File: GF2020

Moved by: Councillor Holt
Seconded by: Councillor Costante

Decision Number: CR324/2020

That Rule 13.9 of the Procedure By-Law regarding business not already before Council **BE WAIVED** to permit the introduction of a motion for consideration by Council without prior notice regarding temporary extended patio construction in restaurants.

Carried.

Clerk's File: ACLB2020

Moved by: Councillor Holt
Seconded by: Councillor Sleiman

Decision Number: CR325/2020

In an further effort to support restaurants during the economic recovery from Covid-19 and to promote proper physical distancing, City Council **APPROVES** the following:

1. Request Administration to review and consult with the Walkerville BIA and the Appended List (11 venues) of restaurants who wish undertake, at no additional cost to the City of Windsor, temporary extended patio construction.
2. Request Administration to document the opportunities and challenges associated with temporary extended patio construction, and outline potential mitigation measures required to enable the construction and installation of temporary extended patios.
3. Request Administration have this report in the hands of council in time to conduct an email poll by June 26 at the latest; and further,
4. That the above be considered a pilot project and that it also be replicated in other BIAs where possible if it is successful; and further,

-
5. That this also be given consideration for applicability to restaurants/businesses that are not in BIA's, in which case these establishments are to work through their ward Councillors, and that this opportunity be communicated by the City of Windsor.

Carried.

Clerk's File: MH/13786 & ACLB2020

16. THIRD AND FINAL READING OF THE BY-LAWS

Moved by: Councillor Sleiman
Seconded by: Councillor Bortolin

That the By-laws No. 82-2020 through 87-2020 having been read a first and second time be now read a third time and finally passed and that the Mayor and Clerk **BE AUTHORIZED** to sign and seal the same notwithstanding any contrary provision of the Council.

Carried.

17. PETITIONS

None presented.

18. QUESTION PERIOD

None registered.

21. ADJOURNMENT

Moved by: Councillor Kaschak
Seconded by: Councillor McKenzie

That this Council meeting stand adjourned until the next regular meeting of Council or at the call of the Mayor.

Carried.

Accordingly, the meeting is adjourned at 4:56 o'clock p.m.

SPECIAL MEETING OF COUNCIL – IN CAMERA
June 15, 2020

Members participating via electronic participation in accordance with Procedure By-law #98-2011 as amended, which allows for electronic participation during a declared emergency.

Meeting called to order at: 11:30 a.m.

Members in Attendance:

Mayor D. Dilkens
Councillor F. Francis
Councillor F. Costante
Councillor C. Holt
Councillor R. Bortolin
Councillor G. Kaschak
Councillor J. Gignac
Councillor K. McKenzie
Councillor J. Morrison
Councillor E. Sleiman

Also in attendance:

O. Colucci, Chief Administrative Officer
J. Payne, Community Development and Health Commissioner and
Corporate Leader Social Development, Health, Recreation and Culture
M. Winterton, City Engineer and Corporate Leader Environmental Protection and
Transportation
V. Critchley, City Clerk/Licence Commissioner and Corporate Leader Public Engagement
and Human Resources
J. Mancina, Chief Financial Officer/City Treasurer and Corporate Leader Finance and
Technology
S. Askin-Hager, City Solicitor and Corporate Leader Economic Development and Public
Safety
J. Wilson, Corporate Leader, Parks, Facilities, Recreation and Culture
A. Teliszewsky, Mayor's Chief of Staff
S. Laforet, Fire Chief (Items 3 & 4)

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Verbal Motion is presented by Councillor McKenzie, seconded by Councillor Sleiman, that Rule 3.3 (c) of the *Procedure By-law, 98-2011*, BE WAIVED to add the following Agenda item:

4. Property/legal matter – lease amendment

Motion Carried.

Verbal Motion is presented by Councillor Francis, seconded by Councillor Sleiman, to move in Camera for discussion of the following item(s), adding Item 4:

<u>Item No.</u>	<u>Subject</u>	Section – Pursuant to Municipal Act, 2001, as amended
1.	Property matter – expropriation	239(2)(c)
2.	Property matter – lease of land	239(2)(c)
3.	Personal matter – labour relations/plan	239(2)(d)(k)
4.	Property/legal matter – lease amendment – verbal report – ADDED at meeting	239(2)(c)(f)

Motion Carried.

Declarations of Pecuniary Interest:

None

Discussion on the items of business. (Items 1, 2, 3 and 4)

Verbal Motion is presented by Councillor Kaschak, seconded by Councillor McKenzie, to move back into public session.

Motion Carried.

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****SEE NOTE BELOW**

Moved by Councillor Sleiman, seconded by Councillor Francis, THAT the Clerk BE DIRECTED to transmit the recommendation(s) contained in the report(s) discussed at the In-Camera Council Meeting held June 15, 2020 directly to Council for consideration at the next Regular Meeting.

1. That the recommendation contained in the in-camera report from the Coordinator of Real Estate Services, Manager of Real Estate Services, City Solicitor and Corporate Leader Economic Development and Public Safety, City Engineer and Corporate Leader Environmental Protection and Transportation and Chief Financial Officer/City Treasurer and Corporate Leader Finance and Technology respecting a property matter – expropriation **BE APPROVED.**

2. That the recommendation contained in the in-camera report from the Senior Economic Development Officer, City Engineer and Corporate Leader Environmental Protection and Transportation, City Planner, City Solicitor and Corporate Leader Economic Development and Public Safety and Chief Financial Officer/City Treasurer and Corporate Leader Finance and Technology respecting a property matter – lease of land **BE APPROVED.**

3. That the confidential presentation from the City Solicitor and Corporate Leader Economic Development and Public Safety respecting a personal matter – labour relations/plan **BE RECEIVED** and further that Administration **BE AUTHORIZED TO PROCEED** on the verbal direction of Council.

4. That the confidential verbal report of the Community Development and Health Commissioner and Corporate Leader Social Development, Health, Recreation and Culture respecting a property/legal matter – lease amendment **BE RECEIVED** and that the matter **BE DEFERRED.**

Motion Carried.

Moved by Councillor Gignac, seconded by Councillor Morrison, That the special meeting of council held June 15, 2020 BE ADJOURNED. (Time: 1:00 p.m.)

Motion Carried.

****CLERK’S NOTE: The transmittal motion and final votes were held in the open session of Council on June 15, 2020.**



Committee Matters: SCM 209/2020

Subject: Adoption of the Special Meeting of Council minutes held June 25, 2020

Special Meeting of Council

Date: Thursday, June 25, 2020

Time: 6:00 o'clock p.m.

Members Present:

Mayor

Mayor Dilkens

Councillors

Ward 1 - Councillor Francis

Ward 2 - Councillor Costante

Ward 3 - Councillor Bortolin

Ward 4 - Councillor Holt

Ward 5 - Councillor Sleiman

Ward 6 - Councillor Gignac

Ward 7 - Vacant

Ward 8 - Councillor Kaschak

Ward 9 - Councillor McKenzie

Ward 10 - Councillor Morrison

Clerk's Note: The Mayor and all members of Council participated via video conference (Zoom), in accordance with Procedure By-law 98-2011 as amended, which allows for electronic participation during a declared emergency.

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1. ORDER OF BUSINESS

2. CALL TO ORDER

The Mayor calls the meeting to order at 6:02 o'clock p.m.

3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

None disclosed.

6. COMMITTEE OF THE WHOLE

Moved by: Councillor Francis
Seconded by: Councillor Gignac

That Council do now rise and move into Committee of the Whole with the Mayor presiding for the purpose of dealing with:

- (a) hearing requests for deferrals, referrals and/or withdrawals of any items of business;
- (b) hearing presentations and delegations;
- (c) consideration of business items;
- (d) consideration of by-law 88-2020

Carried.

9. REQUESTS FOR DEFERRALS, REFERRALS OR WITHDRAWALS

None requested.

10. PRESENTATIONS AND DELEGATIONS

10.1. COVID-19/Regional Response Update with representatives from Windsor Essex County Health Unit (WECHU) presenting and available for questions

Theresa Marentette, Chief Executive Officer; Dr. Wajid Ahmed, Medical Officer of Health; and Gary McNamara, Board Chair, Windsor Essex County Health Unit (WECHU)

Theresa Marentette, Chief Executive Officer; Dr. Wajid Ahmed, Medical Officer of Health; and Gary McNamara, Board Chair – Windsor Essex County Health Unit (WECHU), appear before Council to

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provide an update on the COVID-19/Regional Response as the Province of Ontario permits the City of Windsor to enter stage 2 effective June 25, 2020.

Moved by: Councillor Francis
Seconded by: Councillor Bortolin

Decision Number: CR326/2020

That the presentation by Theresa Marentette, Chief Executive Officer; Dr. Wajid Ahmed, Medical Officer of Health; and Gary McNamara, Board Chair – Windsor Essex County Health Unit (WECHU), providing an update on the COVID-19/Regional Response as the Province of Ontario permits the City of Windsor to enter stage 2 effective June 25, 2020, **BE RECEIVED** for information.

Carried.

Report Number: SCM 196/2020
Clerk's File: MH/13786

11. REGULAR BUSINESS ITEMS

11.1. Application for a Cannabis Retail Store Authorization at 1320 Walker Road - Ward 5

Moved by: Councillor Gignac
Seconded by: Councillor Morrison

Decision Number: CR327/2020

That City Council **RECEIVE** the collected comments as requested through CR534/2019 for information; and,

That City Council **SUPPORT** the Retail Cannabis Application requested by 'ONE PLANT WALKERVILLE' regarding the site located at 1320 WALKER ROAD; and,

That City Council **DIRECT** the Chief Administrative Officer to **RETURN** their decision along with this report and Appendices A and B to the Alcohol and Gaming Commission of Ontario for consideration regarding the Retail Cannabis Application and for delivery to the Applicant, 'ONE PLANT WALKERVILLE' located at 1320 WALKER ROAD, no later than June 26, 2020.

Carried.

Report Number: C 124/2020
Clerk's File: GP/13047

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11.2. Confirm and Ratify Report - Application for a Cannabis Retail Store Authorization at 7201 Tecumseh Rd. E., Unit 104 - Ward 8

Moved by: Councillor Bortolin

Seconded by: Councillor Holt

Decision Number: CR328/2020

That the results of the email poll conducted by the Deputy City Clerk on June 19, 2020 approving the following recommendation **BE CONFIRMED AND RATIFIED**:

THAT City Council **RECEIVE** the collected comments as requested through CR534/2019 for information; and,

THAT City Council **SUPPORT** the Retail Cannabis Application requested by 'Friendly Stranger East Windsor' regarding the site located at 7201 Tecumseh Road East, Unit 104; and,

THAT City Council **DIRECT** the Chief Administrative Officer to **RETURN** their decision along with this report and Appendices A and B to the Alcohol and Gaming Commission of Ontario for consideration regarding the Retail Cannabis Application and for delivery to the Applicant, 'Friendly Stranger East Windsor' located at 7201 Tecumseh Road East, Unit 104, no later than June 24, 2020.

Carried.

Report Number: C 131/2020

Clerk's File: GP/13047

11.3. Confirm and Ratify Report - Application for a Cannabis Retail Store Authorization at 3196 Dougall Avenue, Unit A8 - Ward 9

Moved by: Councillor Bortolin

Seconded by: Councillor Holt

Decision Number: CR329/2020

That the results of the email poll conducted by the Deputy City Clerk on June 19, 2020 approving the following recommendation **BE CONFIRMED AND RATIFIED**:

THAT City Council **RECEIVE** the collected comments as requested through CR534/2019 for information; and,

THAT City Council **SUPPORT** the Retail Cannabis Application requested by 'Friendly Stranger South Windsor' regarding the site located at 3196 Dougall Avenue, Unit A8; and,

THAT City Council **DIRECT** the Chief Administrative Officer to **RETURN** their decision along with this report and Appendices A and B to the Alcohol and Gaming Commission of Ontario for consideration regarding the Retail Cannabis Application and for delivery to the

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Applicant, 'Friendly Stranger South Windsor' located at 3196 Dougall Avenue, Unit A8, no later than June 23, 2020.

Carried.

Report Number: C 133/2020

Clerk's File: GP/13047

11.4. Response to CR323-2020 - Report on the Walkerville BIA Parklet and Curbside Cafe Pilot Project - Ward 4

Moved by: Councillor Holt

Seconded by: Councillor McKenzie

Decision Number: CR330/2020

1. That the response to CR323-2020 **BE RECEIVED** for information, AND
2. That Council **APPROVES** the Walkerville BIA Parklet and Curbside Cafe Pilot Project for the 2020 cafe season, as outlined in this report, AND
3. That Administration **BE DIRECTED** to prepare a report outlining the results of this project, to be included in the 2021 Budget documents for possible continuation and expansion of the program, AND
4. That Council **APPROVES** the waiving of Meter Bag fees for the 2020 cafe season, as outlined within the Financial Matters section of this report.

Carried.

Report Number: C 130/2020

Clerk's File: MH/13786 & MI2020

11.5. Waiver of Policies for Small Business/BIA Initiatives - City Wide

Moved by: Councillor Bortolin

Seconded by: Councillor Holt

Decision Number: CR331/2020

That Council **SUPPORT** a blanket resolution of non-objection for all licensed establishments for 2020 looking to create or extend patios in the City of Windsor assuming they adhere to all established guidelines of the AGCO in the Province of Ontario; and,

That Council **APPROVE** the recommendation submitted by administration through administrative report #C 132/2020 with the following additions:

That submissions for licensed establishments **ALSO INCLUDE** the following:

- Waiver of the deposit fee of \$1000;
- Waiver of the application fee;
- That applications be expedited and approved as quick as possible;
- That the necessary insurance liability amount be \$2M and not \$5M; and further,

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That any non licensed establishments or retail businesses **BE ALLOWED** to put out “cafe” style tables and chairs or retail products similar to a sidewalk sale, having submitted their application, **BE PERMITTED** to begin operations immediately and concurrent with processing of the application; and further,

That administration **WORK** with the BIAs to support road closures, consistent with public safety and accessibility for Emergency Services as well as Transit Windsor; and further,

That Administration **REVIEW AND CONSULT** with the Downtown BIA and the Appended List (4 venues) of restaurants/bars who wish to undertake, at no additional cost to the City of Windsor, temporary extended patio construction; and further,

That Administration **NOT BE REQUIRED** to report back to Council on these 4 locations, and to simply allow applicants to proceed in accordance with the appropriate guidelines; and,

That the Appended List of locations are as follows:

- Pitt St. E (La Guardia/On A Roll/Panache);
- Pelissier St at University (Craftheads);
- Chatham E at Ouellette (Shanfields);
- Ouellette at Wyandotte (Chelsea) ; and further,

That any other potential areas that may be a good fit for these types of extended patio construction **BE BROUGHT FORWARD** to administration by the respective ward councillor.

Carried.

Report Number: C 132/2020
Clerk’s File: MH/13786 & MI2020

13. BY-LAWS (First and Second Readings)

Moved by: Councillor McKenzie

Seconded by: Councillor Morrison

That the following By-law No.88-2020 be introduced and read a first and second time:

88-2020 A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS SPECIAL MEETING HELD ON THE 25TH DAY OF JUNE, 2020.

Carried.

14. MOVE BACK INTO FORMAL SESSION

Moved by: Councillor Sleiman

Seconded by: Councillor Bortolin

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That the Committee of the Whole does now rise and report to Council respecting the business items considered by the Committee:

- 1) Items Deferred
Items Referred
 - 2) Consideration of the Balance of Business Items (as amended)
 - 3) By-law given first and second readings (as presented)
- Carried.

16. THIRD AND FINAL READING OF THE BY-LAWS

Moved by: Councillor Costante
Seconded by: Councillor Francis

That By-law No. 88-2020 having been read a first and second time be now read a third time and finally passed and that the Mayor and Clerk **BE AUTHORIZED** to sign and seal the same notwithstanding any contrary provision of the Council.
Carried.

21. ADJOURNMENT

Moved by: Councillor Gignac
Seconded by: Councillor Holt

That this Council meeting stand adjourned until the next regular meeting of Council or at the call of the Mayor.
Carried.

Accordingly, the meeting is adjourned at 8:18 o'clock p.m.

Mayor

City Clerk



Correspondence Report: CMC 11/2020

ATTACHMENTS

Subject: Correspondence Monday, July 13, 2020

No.	Sender	Subject
7.1.1	Member of Parliament for Windsor-Tecumseh	E-mail confirming receipt of the petition letter from City Council requesting reduction of speeds along the Detroit River GF2020 Note & File
7.1.2	Local Planning Appeal Tribunal	Local Planning Appeal Tribunal notice of a Status Teleconference at 9:00 a.m. on Wednesday, July 8, 2020, Case No. LC150015 re: Land Compensation for 3140 Walker Rd. City Solicitor City Planner GP2020 Note & File
7.1.3	Local Planning Appeal Tribunal	Local Planning Appeal Tribunal notice of a Case Management Conference by video at 10:00 a.m. on Friday, August 14, 2020, Case No. LC160037 re: Land Compensation for 131 Riverside Dr. W. City Solicitor City Planner MMA2020 Note & File

No.	Sender	Subject
7.1.4	Ministry of Municipal Affairs and Housing	<p data-bbox="691 243 1430 527">On July 8, 2020, the Ontario government introduced the <i>COVID-19 Economic Recovery Act, 2020</i>, which addresses three needs: restarting jobs and development, strengthening communities, and creating opportunity for people. This letter summarizes its proposed changes at the municipal and provincial levels</p> <p data-bbox="894 562 1430 758" style="text-align: right;">City Solicitor City Clerk / Licence Commissioner City Treasurer / Chief Financial Officer MH/13786 Note & File</p>
7.1.5	Ministry of the Environment, Conservation and Parks	<p data-bbox="691 774 1430 1058">Letter summarizing the Ministry's next steps in the Made-in-Ontario Environment Plan commitment to build an environmental assessment (EA) program, including amending the <i>Environmental Assessment Act</i> (EAA), amending eight Class Environmental Assessments, and proposing regulatory exemptions from the EAA</p> <p data-bbox="927 1094 1430 1251" style="text-align: right;">City Engineer Manager of Environmental Services GM2020 Note & File</p>
7.1.6	Town of Essex	<p data-bbox="691 1268 1430 1633">Letter to the Windsor-Essex County Health Unit (WECHU) detailing resolution R20-06-209 passed by Essex Town Council on June 15, 2020, which urges all levels of government and WECHU to support local farm workers, including migrant workers, as it relates to the COVID-19 pandemic. Suggestions include farm gate delivered mandatory testing, a plan of care for positive workers, and comprehensive tracking</p> <p data-bbox="1276 1669 1430 1743" style="text-align: right;">MH/13786 Note & File</p>

No.	Sender	Subject
7.1.7	Town of Essex	<p>Letter to the Premier of Ontario requesting that the Government of Ontario consider providing tax and/or other financial relief to community non-profit and service clubs and organizations due to their inability to operate as a result of the COVID-19 pandemic</p> <p style="text-align: right;">City Clerk / Licence Commissioner MH/13786, GP2020, & MMA/6661 Note & File</p>
7.1.8	Town of Lakeshore	<p>Notice of the passing of a zoning by-law amendment regarding the production of cannabis by the Corporation of the Town of Lakeshore on June 23, 2020 under Section 34 of the <i>Planning Act</i>, R.S.O. 1990</p> <p style="text-align: right;">City Solicitor City Planner Chief Building Official Development Applications Clerk GM2020 Note & File</p>
7.1.9	Windsor-Essex County Health Unit (WECHU)	<p>Letter to the Chief Administrative Officer summarizing WECHU's response to the Alcohol and Gaming Commission of Ontario's announcements regarding the allowance of licensed patio extensions for the duration of 2020 and report C 108/2020, "Response to Correspondence from Spirits Canada Re: Municipal Liquor Policies to Support Local Bars and Restaurants"</p> <p style="text-align: right;">Corporate Leader, Parks, Recreation, Culture and Facilities City Clerk / Licence Commissioner ACLB2020 Note & File</p>

No.	Sender	Subject
7.1.10	Windsor and District Labour Council (WDLC)	<p>Letter recommending the creation of a Task Force responsible for envisioning and planning post-pandemic Windsor while also highlighting and suggesting WDLC's involvement</p> <p style="text-align: right;">MH/13786 COUNCIL DIRECTION REQUESTED, otherwise Note & File</p>
7.1.11	Rosati Construction Inc.	<p>Request to waive development charges for expansion of the Windsor Lifeline Outreach food bank, located at 4490 7th Concession Rd. and owned by Windsor Christian Fellowship, amid COVID-19 pandemic</p> <p style="text-align: right;">City Solicitor City Planner Chief Building Official MH/13786 COUNCIL DIRECTION REQUESTED, otherwise Note & File</p>
7.1.12	Zelinka Priamo Ltd.	<p>Interim Control By-Law 78-2019 Exemption Request, SBDRE (Windsor) Holdings Company Ltd. c/o Zelinka Priamo Ltd., 1790 Provincial Rd., Request to reconsider deferred report S 52/2020 and permit the establishment of a transport terminal (Report of Standing Committee and Administration attached)</p> <p style="text-align: right;">City Solicitor City Planner SPL2020 COUNCIL DIRECTION REQUESTED, otherwise Note & File</p>
7.1.13	Manager of Urban Design	<p>Site Plan Approval, Jove Vasovski, 5951 Wyandotte St. E., New 166m2 paved parking lot & drain</p> <p style="text-align: right;">ZS/13841 Note & File</p>

No.	Sender	Subject
7.1.14	Manager of Urban Design	Site Plan Approval, Matthew Lubberts, 251 Watkins St., Proposed new 2 storey 6 plex ZS/13843 Note & File
7.1.15	Manager of Urban Design	Site Plan Approval, Duo Fratres Inc., 1370 Argyle Rd., New multi unit residential development ZS/13846 Note & File
7.1.16	Manager of Urban Design	Site Plan Approval, Windsor-Essex Catholic District School Board, 2465 McDougall St., New secondary school ZS/13855 Note & File
7.1.17	Manager of Urban Design	Site Plan Approval, Greater Essex County District School Board, 8465 Jerome St., Proposed bus bay project for Riverside Secondary ZS/13856 Note & File
7.1.18	City Planner / Executive Director	Application for Zoning Amendment and Official Plan Amendment, Suburban Construction & Management Ltd. c/o Christian LeFave, 7337 Edgar St., Application to amend Zoning By-law 8600 to allow a four storey residential apartment with surface parking ZB/13842 & ZB/13840 Note & File
7.1.19	City Planner / Executive Director	Application for Zoning Amendment and Official Plan Amendment, 2705285 Ontario Inc. c/o Zeshan Choudhry, 5787, 5791 & 5795 Tecumseh Rd. E., Application to amend Zoning By-law 8600 to allow a conversion of the commercial units to residential units on the main floor ZB/13835 & ZO/13836 Note & File

No.	Sender	Subject
7.1.20	City Planner / Executive Director	Application for Zoning Amendment, Tosin Bello, 1090 North Talbot Rd., Application to amend Zoning By-law 8600 to allow a mixed use development, including main floor commercial with second and third floor residential and associated on-site parking ZB/13839 Note & File
7.1.21	City Planner / Executive Director	Application for Zoning Amendment, 2605385 Ontario Inc. c/o AIPL Canada Holdings Inc., 1200 University Ave. W., Application to amend Zoning By-law 8600 to allow a site-specific Commercial District ZB/13838 Note & File
7.1.22	City Planner / Executive Director	Application for Zoning Amendment, 2356976 Ontario Inc. c/o Dr. Bhan Garg, 0 Hawthorne Dr., Application to amend Zoning By-law 8600 to allow three apartment buildings with 190 units or 66 townhomes ZB/13837 Note & File
7.1.23	Committee of Adjustment / Consent Authority	Applications heard by the Committee of Adjustment/Consent Authority, Thursday, July 9, 2020, 3:30 p.m., through Electronic Meeting Participation ZC2020 Note & File

From: Kusmierczyk, Irek - M.P. <Irek.Kusmierczyk@parl.gc.ca>
Sent: Friday, July 3, 2020 11:07 AM
To: Vlachodimos, Steve <
Cc: Mazloum, Sami (Kusmierczyk, Irek - MP) <
Subject: Reduced Speeds on the Detroit River

Good Morning Steve,

I hope this note finds you well and in good spirits.

I am emailing to confirm receipt of the petition letter from Windsor City Council of June 19th, 2020 requesting reduction of speeds along the Detroit River.

A formal hard copy letter will be forthcoming shortly, but I wanted to let you know in the meantime that we have been in communication with Minister Garneau's team on this issue.

My Warmest Regards,
Irek



Irek Kusmierczyk

Member of Parliament for Windsor-Tecumseh
Parliamentary Secretary of Employment,
Workforce Development and Disability
Inclusion

Justice Building, Suite 700
Ottawa, ON K1A 0A6
Tel: 613-402-4672

**Environment and Land Tribunals
Ontario**

Local Planning Appeal Tribunal

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 Toll Free: 1-866-448-2248
 Website: www.elto.gov.on.ca

**Tribunaux de l'environnement et de
l'aménagement du territoire Ontario**Tribunal d'appel de l'aménagement
local

655 rue Bay, suite 1500
 Toronto ON M5G 1E5
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 Sans Frais: 1-866-448-2248
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**PROCEEDING COMMENCED UNDER** subsection 26(b) of the *Expropriations Act*, R.S.O. 1990, c. E.26, as amended

Claimant:	Power Cycle Inc.
Respondent:	City of Windsor
Subject:	Land Compensation
Property Address / Description:	3140 Walker Rd
Municipality:	City of Windsor
LPAT Case No:	LC150015
LPAT File No:	LC150015
LPAT Case Name:	Power Cycle Inc. v. Windsor (City)

APPOINTMENT FOR STATUS TELECONFERENCE

The Local Planning Appeal Tribunal ("Tribunal") will conduct a Status Teleconference for this matter.

This will be held:

at: 09:00 AM

on: Wednesday July 08, 2020

The following individuals are scheduled to participate in the teleconference call at the above mentioned time:

- Ignatius Power, Claimant
- Patrick Brode, Solicitor for Respondent

The individuals noted above shall call **(416) 212-8012** or Toll Free **1-(866) 633-0848** on the assigned date at the correct time. When prompted, enter the **code 8382912#** and you will be connected to the call. If assistance is required at any time, press '0' for the operator. Cellular telephones are permitted to be used for the call, however, it is the responsibility of the persons participating in the call to ensure that they are properly connected to the call and at the correct time.

Only the persons listed above and/or their representatives/clients are permitted to participate in the call. If there are any additional individuals, not noted above, who should be connected to this call, please inform the Tribunal as soon as possible so that proper notice can be given.

Hearing dates are firm – adjournments will not be granted except in the most serious circumstances, and only in accordance with the Tribunal’s *Rules of Practice and Procedure* (“Rules”) on adjournments (Rule 17, attached).

If you do not attend, the Tribunal may proceed in your absence and you will not be entitled to any further notice of these proceedings. The Tribunal may finalize the list of appellants, parties and/or participants at this event, and may order that no additional appellants, parties and/or participants be added or included in this proceeding, without leave of the Tribunal.

FURTHER DIRECTIONS

Tribunal proceedings are open to the public and all documents filed in a proceeding will be included in the Tribunal’s public file (except those documents that may be deemed confidential in accordance with section 33(3) of the *Local Planning Appeal Tribunal Act, 2017*, as amended).

The Tribunal shall issue a disposition following the hearing that will set out the directions of the Tribunal. A copy of this decision may be obtained from the Tribunal’s website (<https://elto.gov.on.ca/tribunals/lpat/e-decisions/>) by referencing the above case number.

Please see Schedule A for relevant excerpts from the Tribunal’s Rules.

Pour recevoir des services en français, veuillez communiquer avec la Division des audiences au (416) 212-6349, au moins 20 jours civils avant la date fixée pour l’audience.

****Charges incurred for international calls will be the responsibility of the caller.**

We are committed to providing accessible services as set out in the *Accessibility for Ontarians with Disabilities Act, 2005*. If you have any accessibility needs, please contact our Accessibility Coordinator as soon as possible by emailing ELTO@ontario.ca. If you require documents in formats other than conventional print, or if you have specific accommodation needs, please let us know so we can make arrangements in advance.

DATED at Toronto, this 19th day of June, 2020.

Evelyn Dawes
Deputy Registrar

SCHEDULE A

EXCERPT FROM LOCAL PLANNING APPEAL TRIBUNAL'S *RULES OF PRACTICE AND PROCEDURE*, ON DOCUMENTS, EXHIBITS, FILING, SERVICE, ROLES OF PARTIES AND ADJOURNMENTS. THE FULL DOCUMENT IS AVAILABLE ON THE TRIBUNAL'S WEBSITE.

RULE 7

DOCUMENTS, EXHIBITS, FILING, SERVICE

7.1 Form of Documents Unless otherwise directed by the Tribunal, every document filed or introduced by a party or participant in a proceeding shall be legible and prepared on letter size paper (8 ½" x 11"), except for large documents such as plans or surveys, and, where bound together with other documents, shall have each page numbered consecutively, throughout the entire text or within tabs, including any graphic content. Wherever possible, an electronic copy of the document must also be filed with the Tribunal, identically numbered as the paper document.

7.2 Other Exhibits Large graphic or other such types of visual evidence should not be glued to foam or other boards. They shall be on paper and be removed from the boards following the hearing event, and folded to 8 ½" x 11". Three-dimensional models must be photographed, and the photographs must be introduced with the model. Visual evidence must be reviewed by the other parties before the hearing event or by an earlier date if set out in a procedural order.

7.3 Copies of Documents for Parties and the Municipal Clerk A party who intends to introduce a document as evidence at a hearing event shall provide a copy of the document to all the parties at the beginning of the proceeding or by an earlier date if that is required by the terms of a procedural order or otherwise directed by the Tribunal. If the document is an official plan, those parts of the plan to be referred to at the hearing event should be distributed to the parties, and a copy of the entire plan must be made available to the Tribunal Member(s). If the Tribunal orders that the clerk of the municipality keep copies of documents for public inspection, they do not need to be certified copies, unless a party objects that they are not authentic copies.

7.4 Prefiling of Witness Statements and Reports If a hearing is expected to last more than 5 days, the Tribunal may require that parties calling expert or professional witnesses serve on the other parties and file with the clerk of the municipality any expert witness statements and reports prepared for the hearing, at least 30 days in advance of the commencement of the hearing, unless otherwise directed by the Tribunal. The Tribunal may in its discretion, or at the request of a party, also make this prefiling order for hearings expected to last fewer than 5 days. The expert witness statement must contain:

- (a) an executed acknowledgment of expert's duty form (attached to these Rules) and expert's qualifications;
- (b) the issues the expert will address, their opinions on these issues, the reasons that support their opinions and their conclusions; and
- (c) a list of the reports or documents, whether prepared by the expert or by someone else, that the expert will refer to at the hearing.

The expert's complete report may be filed instead of this statement if it contains the required information.

An expert may not be permitted to testify if this statement or report is not served on all parties and filed with the clerk of the municipality when so directed by the Tribunal.

7.5 Duty of the Expert Witness It is the duty of every expert engaged by or on behalf of a party who is to provide opinion evidence at a proceeding under these Rules to acknowledge, either prior to (by signing the acknowledgment form attached to the Rules) or at the proceeding, that they are to:

- (a) provide opinion evidence that is fair, objective and non-partisan;
- (b) provide opinion evidence that is related only to the matters that are within the expert's area of expertise;
- (c) provide such additional assistance as the Tribunal may reasonably require to determine a matter in issue; and
- (d) acknowledge that these duties prevail over any obligation owed by the expert to the party by whom or on whose behalf he or she is engaged.

7.6 Other Witnesses The Tribunal may also require that a witness who is not presenting expert evidence provide a witness statement. A witness statement should contain (a) a short written outline of the person's background experience, and interest in the matter, (b) a list of the issues that they will discuss, and (c) a list of reports that they will rely on at the hearing. The Tribunal may decline to allow the witness to testify if this statement is required by the Tribunal and has not been provided to the other parties.

7.7 Participant Statements A person who wishes to participate in a proceeding as a participant, shall file a written participant statement that sets out their position on the matter and issues of the proceeding, together with an explanation of their reasons in support of their position. A participant may only make submissions to the Tribunal in writing unless participant status was conferred by the Tribunal in a procedural order that was issued prior to September 3, 2019. In that case, the person conferred participant status may make an oral submission to the Tribunal and be cross-examined by parties on the content of their oral submission or the content of their written participant statement pursuant to the procedural order. In all circumstances, the Tribunal may direct a participant to pre-file their statement in advance of a hearing event with the Tribunal and all of the parties to the proceeding.

7.8 Amendment of Documents Documents filed with the Tribunal can only be amended with the consent of the parties or by a Tribunal Order. The Tribunal may require that the person requesting an amendment do so by way of a motion under Rule 10.

7.9 Copies of Tribunal Documents A person may examine any document filed with the Tribunal and copy it after paying the Tribunal's fee, unless a statute, a Court Order, a Tribunal Order or these Rules provide otherwise. Persons, including participants in the proceeding wishing to review expert witness statements and reports, may also do so at the Clerk's office when the Tribunal directs that witness statements or reports are to be filed at the municipality.

7.10 Return of Exhibits Exhibits of all types introduced at a hearing will be kept for

180 days after the Tribunal decision issues. The person introducing an exhibit may ask for its return after this time, and it may be given back if the Tribunal agrees. If no such request is made, the exhibit becomes the property of the Tribunal and may be archived.

7.11 Service by Personal Service or Electronic Service Where any document is required to be served or filed, including the one commencing a proceeding or a motion or providing notice, it shall be served by personal service, registered mail or electronically (unless a statute or the Tribunal requires another method of service) and shall be sent to:

- (a) the party's representative, if any;
- (b) where the party is an individual and is not represented, to that party directly, where that party has provided an address for service and/or an e-mail address;
- (c) where that party is a corporation and is not represented, to the corporation directly, to the attention of an individual with apparent authority to receive the document;
- (d) where served on or filed with a local board or commission, or any department, ministry or agency of the federal, provincial or municipal government, to an individual with apparent authority to receive the document; or
- (e) where served on or filed with the Tribunal, to the Registrar, or assigned administrative staff.

Subject to Rule 7.11, if a document is served by e-mail, then service is effective on the date of service.

7.12 If Served Electronically After 4:30 p.m. Any document served electronically after 4:30p.m. is deemed to have been served on the next business day.

7.13 Proof of Electronic Service A confirmation printout received by the sender is proof of the full transmission and receipt of the electronic service.

RULE 8

ROLE AND OBLIGATIONS OF A PARTY

8.1 Role and Obligations of a Party Subject to Rule 8.2 below, a person conferred party status to a proceeding before the Tribunal may participate fully in the proceeding, and by way of example may:

- (a) Identify issues raised in a notice of appeal for the approval of the Tribunal;
- (b) Bring or respond to any motion in the proceeding;
- (c) Receive copies of all documents and supporting information exchanged, relied upon or filed in connection with any hearing event conducted in the proceeding;
- (d) Present opening and closing submissions at the hearing;
- (e) Present and examine witnesses and cross-examine witnesses not of like interest;
- (f) Claim costs or be subject to a costs award when ordered by the Tribunal; and
- (g) Request a review of a Tribunal decision or order as set out in Rule 25.

8.2 Power of the Tribunal to Add or Substitute Parties The Tribunal may add or substitute a party to a proceeding when that person satisfies any applicable legislative tests necessary to be a party and their presence is necessary to enable the Tribunal to adjudicate effectively and completely on the issues in the proceeding.

8.3 Non-Appellant Party A party to a proceeding which arises under any of Subsections 17(24) or (36), Subsection 34(19) or Subsection 51(39) of the *Planning Act* who is not an Appellant of the municipal decision or enactment may not raise or introduce a new issue in the proceeding. The non-Appellant party may only participate in these appeals of municipal decisions by sheltering under an issue raised in an appeal by an Appellant party and may participate fully in the proceeding to the extent that the issue remains in dispute. A non-Appellant party has no independent status to continue an appeal should that appeal be withdrawn by an Appellant party.

8.4 Common Interest Class Where the Tribunal is of the opinion that more than one party is of common interest with another party or other parties, the Tribunal may, on its own initiative or on the request of any party, appoint a person of that class of parties to represent the class in the proceeding.

RULE 17

ADJOURNMENTS

17.1 Hearing Dates Fixed Hearing events will take place on the date set unless the Tribunal agrees to an adjournment. Adjournments will not be allowed that may prevent the Tribunal from completing and disposing of its proceedings within any applicable prescribed time period.

17.2 Requests for Adjournment if All Parties Consent If all of the parties agree, they may make a written request to adjourn a hearing event. The request must include the reasons, a suggested new date, and the written consents of all parties. However, the Tribunal may require that the parties attend in person or convene an electronic hearing to request an adjournment, even if all of the parties consent. The consenting parties are expected to present submissions to the Tribunal on the application of any prescribed time period to dispose of the proceeding.

17.3 Requests for Adjournment without Consent If a party objects to an adjournment request, the party requesting the adjournment must bring a motion at least 15 days before the date set for the hearing event. If the reason for an adjournment arises less than 15 days before the date set for the hearing event, the party must give notice of the request to the Tribunal and to the other parties and serve their motion materials as soon as possible. If the Tribunal refuses to consider a late request, any motion for adjournment must be made in person, at the beginning of the hearing event.

17.4 Emergencies Only The Tribunal will grant last minute adjournments only for unavoidable emergencies, such as illnesses so close to the hearing date that another representative or witness cannot be obtained. The Tribunal must be informed of these emergencies as soon as possible.

17.5 Powers of the Tribunal upon Adjournment Request The Tribunal may,

- (a) grant the request;
- (b) grant the request and fix a new date or, where appropriate, the Tribunal will schedule a case management conference on the status of the matter;
- (c) grant a shorter adjournment than requested;
- (d) deny the request, even if all parties have consented;
- (e) direct that the hearing proceed as scheduled but with a different witness, or evidence on another issue;
- (f) grant an indefinite adjournment, if the Tribunal finds no substantial prejudice to the other parties or to the Tribunal's schedule and the Tribunal concludes the request is reasonable for the determination of the issues in dispute. In this case a party must make a request, or the Tribunal on its own initiative may direct, that the hearing be rescheduled or resumed as the case may be;
- (g) convert the scheduled date to a mediation or case management conference;
- (h) issue a Notice of Postponement, in the event the proceeding is an appeal of a Planning Act matter subject to O. Reg. 102/18 under LPATA; or
- (i) make any other appropriate order.

February 25, 2020

MMA 2020

**Environment and Land Tribunals
Ontario**

Local Planning Appeal Tribunal

655 Bay Street, Suite 1500
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 Toll Free: 1-866-448-2248
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**Tribunaux de l'environnement et de
l'aménagement du territoire Ontario**Tribunal d'appel de l'aménagement
local

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PROCEEDING COMMENCED UNDER subsection 26(b) of the *Expropriations Act*,
 R.S.O. 1990, c. E.26, as amended

Claimant: 1214621 Ontario Inc. (VIP Nite Club)
 Respondent: City of Windsor
 Subject: Land Compensation
 Property Address/ Description: 131 Riverside Dr W
 Municipality: City of Windsor
 LPAT Case No.: LC160037
 LPAT File No.: LC160037
 LPAT Case Name: 1214621 Ontario Inc. (VIP Nite Club) v. Windsor
 (City)

NOTICE OF CASE MANAGEMENT CONFERENCE BY VIDEO

The Local Planning Appeal Tribunal ("Tribunal") will conduct a Case Management Conference ("CMC") by video for this matter.

This CMC will be held:

at: **10:00 AM**
 on: **Friday August 14, 2020**
 at: **<https://global.gotomeeting.com/join/955016485>**
Access code: 955-016-485

The Tribunal has set aside **2 hours** for this CMC.

The event will be held using the **GoToMeeting** service. Parties and participants are asked to log into the videoconference <https://global.gotomeeting.com/join/955016485> at least **15 minutes** before the start of the event to test their video and audio connections. Parties and participants are asked to access and set up the application well in advance of the event to avoid unnecessary delay. The desktop application can be downloaded at **GoToMeeting** or a web application is available: <https://app.gotomeeting.com/home.html>. A compatible web browser for this service is Chrome.

Assessment Review Board - Board of Negotiation - Conservation Review Board - Environmental Review Tribunal - Local Planning Appeal Tribunal
 Mining and Lands Tribunal - Niagara Escarpment Hearing Office - Office of Consolidated Hearings

A person who is neither a party nor a participant but wishes to observe the event can connect to the event by calling into an audio-only telephone line: Canada (Toll Free): 1 888 299 1889 or Canada: +1 (647) 497-9373. The access code is **955-016-485**.

If parties and participants experience technical difficulties, they may call into the audio-only telephone line.

This event date is firm – adjournments will not be granted except in the most serious circumstances, and only in accordance with the Tribunal's *Rules of Practice and Procedure* ("Rules", see Schedule C) on adjournments.

If you do not attend the event, the Tribunal may proceed in your absence and you will not be entitled to any further notice of these proceedings. The Tribunal may finalize the list of appellants, parties and/or participants at this CMC (if not already completed at a prior event), and may order that no additional appellants, parties and/or participants be added or included in this proceeding, without leave of the Tribunal.

This event is conducted under Rule 20 of the *Rules* (see Schedule C). Rule 20.2 sets out how a party may object to the Tribunal conducting this event electronically. Any party may object to the Tribunal holding this event by video by filing an objection with the Tribunal's Case Coordinator. The objection must be received by the Tribunal within 7 days of the date of this notice and must be copied to the other parties. All contact information is included in Schedule A.

SUBMISSION REQUIREMENTS

A person granted party status at a prior CMC who intends to file a document that is not in the Tribunal's case file is expected to pre-file that document with the Tribunal in paper copy and electronic form **at least 5 days** before the date of the CMC, unless another filing date is specified in a procedural order or in the *Rules*. All pre-filed documents shall be served on the other parties electronically. All contact information is included in Schedule A.

Submissions **larger than 10MB** must be transferred to the Tribunal's Case Coordinator using an electronic file sharing link/service. Please see Schedule B for further submission requirements.

THE CASE MANAGEMENT CONFERENCE

The purpose of the CMC is set out in Rule 19.1 (attached) of the *Rules*. The CMC will deal with preliminary issues.

Everyone should come prepared to consider specific dates for proceedings in this matter.

All persons who wish to participate in this matter are expected to be prepared should the Tribunal convert the CMC to a settlement conference, a motion for procedural directions, or a preliminary hearing, where evidence or formal statements or submissions may be heard. Even when no settlement is reached, the Tribunal may proceed to make a final decision on any evidence received during the conference.

FURTHER DIRECTIONS

Tribunal proceedings, including the CMC, are open to the public and all documents filed in a proceeding will be included in the Tribunal's public file (except those documents that may be deemed confidential in accordance with section 33(3) of the *Local Planning Appeal Tribunal Act, 2017*, as amended).

The Tribunal shall issue a disposition following the CMC that will set out the directions of the Tribunal. A copy of this decision may be obtained from the Tribunal's website (<https://elto.gov.on.ca/tribunals/lpat/e-decisions/>) by referencing the above case number.

Please see Schedule A for relevant excerpts from the Tribunal's Rules.

Pour recevoir des services en français, veuillez communiquer avec la Division des audiences au (416) 212-6349, au moins 20 jours civils avant la date fixée pour l'audience.

**Charges incurred for international calls will be the responsibility of the caller.

We are committed to providing accessible services as set out in the *Accessibility for Ontarians with Disabilities Act, 2005*. If you have any accessibility needs, please contact our Accessibility Coordinator as soon as possible by emailing ELTO@ontario.ca. If you require documents in formats other than conventional print, or if you have specific accommodation needs, please let us know so we can make arrangements in advance.

DATED at Toronto, this 07th day of July, 2020.

Evelyn Dawes
Deputy Registrar

SCHEDULE A

EXCERPT FROM LOCAL PLANNING APPEAL TRIBUNAL'S *RULES OF PRACTICE AND PROCEDURE*, ON DOCUMENTS, EXHIBITS, FILING, SERVICE, ROLES OF PARTIES, ADJOURNMENTS AND CASE MANAGEMENT CONFERENCES. THE FULL DOCUMENT IS AVAILABLE ON THE TRIBUNAL'S WEBSITE.

RULE 7

DOCUMENTS, EXHIBITS, FILING, SERVICE

7.1 Form of Documents Unless otherwise directed by the Tribunal, every document filed or introduced by a party or participant in a proceeding shall be legible and prepared on letter size paper (8 ½" x 11"), except for large documents such as plans or surveys, and, where bound together with other documents, shall have each page numbered consecutively, throughout the entire text or within tabs, including any graphic content. Wherever possible, an electronic copy of the document must also be filed with the Tribunal, identically numbered as the paper document.

7.2 Other Exhibits Large graphic or other such types of visual evidence should not be glued to foam or other boards. They shall be on paper and be removed from the boards following the hearing event, and folded to 8 ½" x 11". Three-dimensional models must be photographed, and the photographs must be introduced with the model. Visual evidence must be reviewed by the other parties before the hearing event or by an earlier date if set out in a procedural order.

7.3 Copies of Documents for Parties and the Municipal Clerk A party who intends to introduce a document as evidence at a hearing event shall provide a copy of the document to all the parties at the beginning of the proceeding or by an earlier date if that is required by the terms of a procedural order or otherwise directed by the Tribunal. If the document is an official plan, those parts of the plan to be referred to at the hearing event should be distributed to the parties, and a copy of the entire plan must be made available to the Tribunal Member(s). If the Tribunal orders that the clerk of the municipality keep copies of documents for public inspection, they do not need to be certified copies, unless a party objects that they are not authentic copies.

7.4 Prefiling of Witness Statements and Reports If a hearing is expected to last more than 5 days, the Tribunal may require that parties calling expert or professional witnesses serve on the other parties and file with the clerk of the municipality any expert witness statements and reports prepared for the hearing, at least 30 days in advance of the commencement of the hearing, unless otherwise directed by the Tribunal. The Tribunal may in its discretion, or at the request of a party, also make this prefiling order for hearings expected to last fewer than 5 days. The expert witness statement must contain:

- (a) an executed acknowledgment of expert's duty form (attached to these Rules) and expert's qualifications;
- (b) the issues the expert will address, their opinions on these issues, the reasons that support their opinions and their conclusions; and
- (c) a list of the reports or documents, whether prepared by the expert or by someone else, that the expert will refer to at the hearing.

The expert's complete report may be filed instead of this statement if it contains the required information.

An expert may not be permitted to testify if this statement or report is not served on all parties and filed with the clerk of the municipality when so directed by the Tribunal.

7.5 Duty of the Expert Witness It is the duty of every expert engaged by or on behalf of a party who is to provide opinion evidence at a proceeding under these Rules to acknowledge, either prior to (by signing the acknowledgment form attached to the Rules) or at the proceeding, that they are to:

- (a) provide opinion evidence that is fair, objective and non-partisan;
- (b) provide opinion evidence that is related only to the matters that are within the expert's area of expertise;
- (c) provide such additional assistance as the Tribunal may reasonably require to determine a matter in issue; and
- (d) acknowledge that these duties prevail over any obligation owed by the expert to the party by whom or on whose behalf he or she is engaged.

7.6 Other Witnesses The Tribunal may also require that a witness who is not presenting expert evidence provide a witness statement. A witness statement should contain (a) a short written outline of the person's background experience, and interest in the matter, (b) a list of the issues that they will discuss, and (c) a list of reports that they will rely on at the hearing. The Tribunal may decline to allow the witness to testify if this statement is required by the Tribunal and has not been provided to the other parties.

7.7 Participant Statements A person who wishes to participate in a proceeding as a participant, shall file a written participant statement that sets out their position on the matter and issues of the proceeding, together with an explanation of their reasons in support of their position. A participant may only make submissions to the Tribunal in writing unless participant status was conferred by the Tribunal in a procedural order that was issued prior to September 3, 2019. In that case, the person conferred participant status may make an oral submission to the Tribunal and be cross-examined by parties on the content of their oral submission or the content of their written participant statement pursuant to the procedural order. In all circumstances, the Tribunal may direct a participant to pre-file their statement in advance of a hearing event with the Tribunal and all of the parties to the proceeding.

7.8 Amendment of Documents Documents filed with the Tribunal can only be amended with the consent of the parties or by a Tribunal Order. The Tribunal may require that the person requesting an amendment do so by way of a motion under Rule 10.

7.9 Copies of Tribunal Documents A person may examine any document filed with the Tribunal and copy it after paying the Tribunal's fee, unless a statute, a Court Order, a Tribunal Order or these Rules provide otherwise. Persons, including participants in the proceeding wishing to review expert witness statements and reports, may also do so at the Clerk's office when the Tribunal directs that witness statements or reports are to be filed at the municipality.

7.10 Return of Exhibits Exhibits of all types introduced at a hearing will be kept for 180 days after the Tribunal decision issues. The person introducing an exhibit may ask for its return after this time, and it may be given back if the Tribunal agrees. If no such request is made, the exhibit becomes the property of the Tribunal and may be archived.

7.11 Service by Personal Service or Electronic Service Where any document is required to be served or filed, including the one commencing a proceeding or a motion or providing notice, it shall be served by personal service, registered mail or electronically (unless a statute or the Tribunal requires another method of service) and shall be sent to:

- (a) the party's representative, if any;
- (b) where the party is an individual and is not represented, to that party directly, where that party has provided an address for service and/or an e-mail address;
- (c) where that party is a corporation and is not represented, to the corporation directly, to the attention of an individual with apparent authority to receive the document;
- (d) where served on or filed with a local board or commission, or any department, ministry or agency of the federal, provincial or municipal government, to an individual with apparent authority to receive the document; or
- (e) where served on or filed with the Tribunal, to the Registrar, or assigned administrative staff.

Subject to Rule 7.11, if a document is served by e-mail, then service is effective on the date of service.

7.12 If Served Electronically After 4:30 p.m. Any document served electronically after 4:30p.m. is deemed to have been served on the next business day.

7.13 Proof of Electronic Service A confirmation printout received by the sender is proof of the full transmission and receipt of the electronic service.

RULE 8

ROLE AND OBLIGATIONS OF A PARTY

8.1 Role and Obligations of a Party Subject to Rule 8.2 below, a person conferred party status to a proceeding before the Tribunal may participate fully in the proceeding, and by way of example may:

- (a) Identify issues raised in a notice of appeal for the approval of the Tribunal;
- (b) Bring or respond to any motion in the proceeding;
- (c) Receive copies of all documents and supporting information exchanged, relied upon or filed in connection with any hearing event conducted in the proceeding;
- (d) Present opening and closing submissions at the hearing;
- (e) Present and examine witnesses and cross-examine witnesses not of like interest;
- (f) Claim costs or be subject to a costs award when ordered by the Tribunal; and
- (g) Request a review of a Tribunal decision or order as set out in Rule 25.

8.2 Power of the Tribunal to Add or Substitute Parties The Tribunal may add or substitute a party to a proceeding when that person satisfies any applicable legislative tests necessary to be a party and their presence is necessary to enable the Tribunal to adjudicate effectively and completely on the issues in the proceeding.

8.3 Non-Appellant Party A party to a proceeding which arises under any of Subsections 17(24) or (36), Subsection 34(19) or Subsection 51(39) of the *Planning Act* who is not an Appellant of the municipal decision or enactment may not raise or introduce a new issue in the proceeding. The non-Appellant party may only participate in these appeals of municipal decisions by sheltering under an issue raised in an appeal by an Appellant party and may participate fully in the proceeding to the extent that the issue remains in dispute. A non-Appellant party has no independent status to continue an appeal should that appeal be withdrawn by an Appellant party.

8.4 Common Interest Class Where the Tribunal is of the opinion that more than one party is of common interest with another party or other parties, the Tribunal may, on its own initiative or on the request of any party, appoint a person of that class of parties to represent the class in the proceeding.

RULE 17

ADJOURNMENTS

Hearing Dates Fixed Hearing events will take place on the date set unless the Tribunal agrees to an adjournment. Adjournments will not be allowed that may prevent the Tribunal from completing and disposing of its proceedings within any applicable prescribed time period.

17.1 Requests for Adjournment if All Parties Consent If all of the parties agree, they may make a written request to adjourn a hearing event. The request must include the reasons, a suggested new date, and the written consents of all parties. However, the Tribunal may require that the parties attend in person or convene an electronic hearing to request an adjournment, even if all of the parties consent. The consenting parties are expected to present submissions to the Tribunal on the application of any prescribed time period to dispose of the proceeding.

17.2 Requests for Adjournment without Consent If a party objects to an adjournment request, the party requesting the adjournment must bring a motion at least 15 days before the date set for the hearing event. If the reason for an adjournment arises less than 15 days before the date set for the hearing event, the party must give notice of the request to the Tribunal and to the other parties and serve their motion materials as soon as possible. If the Tribunal refuses to consider a late request, any motion for adjournment must be made in person, at the beginning of the hearing event.

17.3 Emergencies Only The Tribunal will grant last minute adjournments only for unavoidable emergencies, such as illnesses so close to the hearing date that another representative or witness cannot be obtained. The Tribunal must be informed of these emergencies as soon as possible.

17.4 Powers of the Tribunal upon Adjournment Request The Tribunal may,

- (a) grant the request;
- (b) grant the request and fix a new date or, where appropriate, the Tribunal will schedule a case management conference on the status of the matter;
- (c) grant a shorter adjournment than requested;
- (d) deny the request, even if all parties have consented;
- (e) direct that the hearing proceed as scheduled but with a different witness, or evidence on another issue;
- (f) grant an indefinite adjournment, if the Tribunal finds no substantial prejudice to the other parties or to the Tribunal's schedule and the Tribunal concludes the request is reasonable for the determination of the issues in dispute. In this case a party must make a request, or the Tribunal on its own initiative may direct, that the hearing be rescheduled or resumed as the case may be;
- (g) convert the scheduled date to a mediation or case management conference;
- (h) issue a Notice of Postponement, in the event the proceeding is an appeal of a Planning Act matter subject to O. Reg. 102/18 under LPATA; or
- (i) make any other appropriate order.

RULE 19

CASE MANAGEMENT CONFERENCES

19.1 Case Management Conference At the request of a party, on its own initiative or as may be required by LPATA, the Tribunal may direct parties to participate in a case management conference conducted by a Member, which can include settlement conferences, motions or preliminary hearing matters, in order to:

- (a) identify the parties and participants and determine the issues raised by the appeal;
- (b) identify facts or evidence the parties may agree upon or on which the Tribunal may make a binding decision;
- (c) obtain admissions that may simplify the hearing, which may include the examination of persons by the Tribunal as part of the conference;
- (d) provide directions for exchange of witness lists, witness statements, expert witness statements and reports, for meetings of experts to address the disclosure of information, including the disclosure of the information that was not provided to the Municipality before Council made its decision that is the subject of the appeal, and for further disclosure where necessary;
- (e) provide directions to the parties to file a hearing plan to outline how the hearing will proceed, the order of witnesses, or the anticipated time for submissions to ensure that the Tribunal sets aside sufficient time in its hearing calendar to dispose of the issues;
- (f) discuss opportunities for settlement, including possible use of mediation or other dispute resolution processes;
- (g) fix a date and place for the hearing and estimate its length, and encourage the parties to agree upon the dates for any procedural steps;
- (h) discuss issues of confidentiality, including any need to hold a part of the hearing in the absence of the public or to seal documents;
- (i) address the production and cost sharing of joint document books; and
- (j) deal with any other matter that may assist in a fair, cost-effective, and expeditious resolution of the issues.

19.2 Sample Procedural Order and Meeting Before Case Management Conference The Tribunal may provide a sample procedural order to the parties before the case management conference. The parties are expected to meet before the case management conference to consider the matters set out in Rule 19.1 and present recommendations to the Tribunal for the conduct of the hearing. A sample procedural order is listed in the index of forms on the final page of these Rules.

19.3 Serving Notice of a Conference The Tribunal will issue directions to serve a Notice of Case Management Conference that provides the time and place of the conference. The person or municipality who is issued the direction must serve this notice on those persons entitled to notice of the conference and provide an affidavit to the Tribunal, at or prior to the conference, to prove service of the notice.

19.4 Tribunal Member Presides The Associate Chair will assign at least one

Tribunal Member to conduct the conference.

19.5 Public Attendance at a Case Management Conference A case management conference held in person will be open to the public. A case management conference held by electronic hearing will be open to the public where practical. Despite the general principle of public open sessions, where circumstances prevail that may require confidentiality, in the discretion of the presiding Member, part or all of the conference may be conducted *in camera*.

19.6 Conversion From One Procedure to Another The Tribunal Member may, at any time, conduct a procedural discussion, initiate a motion, inquire into a preliminary matter, or convert the conference into a hearing. The Tribunal will state in the notice of a case management conference that the parties are expected to arrive prepared for a procedural and settlement conference as well as a preliminary hearing, where evidence or formal statements or submissions may be heard. Even if no settlement is reached, the Tribunal may proceed to make a final decision on any evidence received during the conference.

19.7 Results of Failure to Attend a Conference If a party fails to attend the conference in person or by authorized representative, the Tribunal may proceed without that party. The non-attending party is not entitled to notice of subsequent hearing events in the proceedings.

19.8 Tribunal Order Following The Member conducting the case management conference will issue an order that may decide any of the matters considered at the conference and provide procedural directions for any subsequent hearing event.

19.9 Hearing Member Bound The Member conducting the hearing or any subsequent hearing event is bound by the order resulting from the case management conference unless the Member is satisfied that there is good reason to vary the order.

19.10 Methods of Holding Hearing Events The Tribunal may direct in an order following a conference that hearing events in a proceeding be held by a combination of written, electronic or oral hearing events.

September 3, 2019

**Ministry of Municipal Affairs
and Housing**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

**Ministère des Affaires municipales
et du Logement**

Bureau du ministre

777, rue Bay, 17e étage
Toronto ON M7A 2J3
Tél.: 416 585-7000



234-2020-2680

July 8, 2020

Dear Head of Council:

The COVID-19 outbreak has touched everyone in the province, creating personal and financial hardship, and resulting in losses far greater than anyone could have imagined. We are making steady progress in the safe reopening of the province, and we acknowledge and celebrate those who went above and beyond through this crisis.

I am writing to inform you that on July 8, 2020, our government introduced the COVID-19 Economic Recovery Act, 2020, to help get Ontario back on track. Our proposed bill will address three critical needs Ontario faces: restarting jobs and development; strengthening communities; and creating opportunity for people.

Our government recognizes the key role that municipalities play in restarting the economy, and that their efficient functioning and economic sustainability is critical to Ontario's future success. We are also continuing to negotiate with our federal partners to ensure communities across Ontario receive the urgent financial support they need. We know that municipalities require fair and flexible investment to protect front line services and help restart the economy.

This bill includes proposals that will enable municipal councils and local boards to meet electronically on a permanent basis and allow municipal councils to decide if they wish to have proxy voting for their members. Our government also proposes to finalize the community benefits charges framework; enhance the Minister of Municipal Affairs and Housing's existing zoning order authority to provide more certainty when fast tracking the development of transit oriented communities; make it faster to update and harmonize the Building Code so that we can break down interprovincial trade barriers, and permanently establish the office of the Provincial Land and Development Facilitator to help solve complex land use issues. We are also working on optimizing provincial lands and other key provincial strategic development projects that will help facilitate economic recovery efforts.

My ministry will be hosting a technical information briefing on the proposed community benefits charges framework, including proposed changes to development charges and parkland dedication, so that municipal staff can gain a better understanding of the proposal. The technical briefing will take place in the near future and invitations from the Assistant Deputy Minister of Local Government and Planning Policy Division to municipal Chief Administrative Officers, Treasurers and Chief Planners will be forthcoming.

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In addition to initiatives that I have outlined above from my ministry, there are several other proposals included in our proposed legislation that will support your communities. Changes proposed will modernize our outdated environmental assessment framework, provide more local say on future landfill sites, and ensure strong environmental oversight, while supporting faster build-out of vital transport and transit infrastructure projects to support our economy. Municipally-run courts will be able to use technology to deliver services remotely and we are also moving to fill justice of the peace vacancies faster and more transparently.

We will be extending the validity period of unused marriage licences and protecting the province's most vulnerable consumers who rely on payday loans, by proposing limits on related interest rates and fees.

Also proposed is the reduction of regulatory burdens on farming while preserving the environmental rules that will support this vital part of our economy. Businesses will be able to count on clear, focused and effective rules that do not compromise people's health, safety or the environment through our changes that continue to focus on cutting red tape. At the same time, our changes will allow health and safety standards to be updated more quickly to ensure worker safety in a changing economy.

As the province continues to reopen and the economy recovers, it's more critical than ever to position Ontario as a top-tier destination for investment, domestic growth, and job creation. A key measure to support this objective is the creation of a new investment attraction agency, Invest Ontario, that will promote the province as a key investment destination and work closely with regional partners to coordinate business development activities.

Our proposed changes will also help our communities respond in part to the challenges that this outbreak has brought to our education system. Changes proposed would allow school boards to select the best candidates for director of education for their respective communities. We will also reduce red tape that is preventing access to school for some First Nation students and by limiting unproductive suspensions for our very youngest students. Students with severe learning disabilities will have an opportunity to complete their studies in the upcoming school year and by broadening the mandates of TVO and TFO, our broadcasters will be able to support students' learning needs better during these challenging times.

Through this proposed legislation, we will take the first step towards a strong restart and recovery. More information on our proposals can be found on the Legislative Assembly of Ontario's [website](#).

Our greatest challenges lie ahead of us, and we know we cannot overcome them alone. It's time for everyone to play a role in rebuilding Ontario together. We will ensure no community or region is left behind. Every community must recover if all of Ontario is to grow and prosper again.

.../3

Head of Council
Page 3

Municipalities are encouraged to continue to review our Government's Emergency Information webpage at: [Ontario.ca/alert](https://ontario.ca/alert). I thank you for your continued support and collaboration in these challenging times.

Sincerely,

A handwritten signature in blue ink that reads "Steve Clark". The signature is written in a cursive, flowing style.

Steve Clark
Minister of Municipal Affairs and Housing

c: Chief Administrative Officers
Municipal Clerks
Kate Manson-Smith, Deputy Minister of Municipal Affairs and Housing
Brian Rosborough, Executive Director, Association of Municipalities of Ontario

From: Minister, MECP (MECP) <Minister.MECP@ontario.ca>
Sent: Wednesday, July 8, 2020 7:11 PM
To: Critchley, Valerie <vcritchley@citywindsor.ca>
Subject: Letter from the Honourable Jeff Yurek, Minister of the Environment, Conservation and Parks regarding Environmental Assessment modernization

Good evening,

I am writing to inform you about the Ministry of the Environment, Conservation and Parks next steps in our government's Made-in-Ontario Environment Plan commitment to build an environmental assessment (EA) program that ensures strong environmental oversight and a strong economy.

The current process for environmental assessments is slow and ineffective. It can take up to six years for some projects, slowing down important infrastructure projects that help Ontario communities, such as installing electricity infrastructure. Even projects subject to a streamlined process, such as new roads and bridges, can be further delayed by administrative burden, impacting the timely construction of basic infrastructure.

That's why, last year our government released a [discussion paper \(https://prod-environmental-registry.s3.amazonaws.com/2019-04/EA%20Discussion%20Paper.pdf\)](https://prod-environmental-registry.s3.amazonaws.com/2019-04/EA%20Discussion%20Paper.pdf) outlining the challenges with our current framework and introducing our vision for a modernized EA program, as the first step in our plan to update the nearly 50-year-old *Environmental Assessment Act* (EAA).

As we committed in our Made-in-Ontario Environment Plan, we want to improve the environmental assessment program by eliminating duplication and reducing delays on projects that matter most to Ontario communities. To start, we amended the EAA through the *More Homes, More Choice Act, 2019* to exempt low-impact projects, such as constructing roadside parks and adding bike lanes from requiring an environmental assessment. Projects like these are routine activities that have benefits to communities but little to no environmental impacts.

As part of our government's proposed COVID-19 Economic Recovery Act, we are now proposing to move forward with the next phase of environmental assessment modernization, to further reduce delays and focus our resources on projects with a higher potential for environmental impacts so that we can help communities get important infrastructure projects built faster, while maintaining strong environmental oversight.

Building infrastructure projects faster, including transit and highways, will help boost Ontario's economic recovery, create thousands of jobs, put more opportunities within the reach of businesses, create more affordable housing, and ensure a higher standard of living in every community across the province.

The proposal includes the items outlined below:

Proposed amendments to the *Environmental Assessment Act* (EAA)

Through the COVID-19 Economic Recovery Act, our government has proposed amendments to the EAA, which allow us to move forward with our next phase of our modernization plans, while at the same time supporting the government economic recovery goals by making it possible for us to find efficiencies in the environmental assessment process of important public works.

The legislation would allow us, through subsequent regulations and proclamations, to allow online submissions, reduce the average time by half for the largest projects and match the potential environmental impact of a project to the level of study required.

The proposed changes are aimed at getting important infrastructure projects built faster, while maintaining strong environmental oversight by focusing on projects that have the most potential to impact the environment.

We posted an information notice on the environmental registry to provide information about the proposed legislative changes to the EAA that will be proceeding through the legislative process. Please refer to <https://ero.ontario.ca/notice/019-2051> for more information.

Amendments to Class Environmental Assessments (Class EAs)

My ministry is also seeking input on proposed amendments to 8 Class EAs. These proposed changes would support our modernization initiative as they would exempt low-impact projects from the requirements of the *Environmental Assessment Act*, eliminate duplication and find efficiencies in the planning process. This would speed up projects that are important to communities, such as erosion, repair, or remediation initiatives, or important upgrades to machinery such as waterpower generators.

My ministry is seeking input on these proposed amendments during a **45-day** comment period, closing on **August 22, 2020**. Details of this proposal may be found at <https://ero.ontario.ca/notice/019-1712>.

Exempting Regulations

In addition, my ministry is also proposing regulatory exemptions from the *Environmental Assessment Act* to eliminate duplication and reduce delays for projects and activities related to Indigenous land claim settlements and other agreements with Indigenous communities dealing with land, projects within

provincial parks and conservation reserves, and select highway projects being planned by the Ministry of Transportation. Some of these projects and activities are already subject to other legislation or planning processes that would provide the appropriate level of assessment and consultation. Other projects may be exempted from the EAA but would still be subject to conditions such as requirements to post notifications or undertake technical studies as appropriate.

My ministry is seeking input on these proposed amendments during a **45-day** comment period, closing on **August 22, 2020**.

For details of the proposal regarding land claim settlement activities and other agreements with Indigenous communities dealing with land, please refer to <https://ero.ontario.ca/notice/019-1805>.

For details of the proposal regarding projects in provincial parks and conservation reserves please refer to <https://ero.ontario.ca/notice/019-1804>.

For details of the proposals for select Ministry of Transportation projects, please refer to <https://ero.ontario.ca/notice/019-1882> and <https://ero.ontario.ca/notice/019-1883>.

Information about the proposed Class EA amendments can be found on the environmental registry. We ask that you submit any comments that you may have through the instructions provided, and by the deadlines listed above.

Should you have questions about any of the proposals, you can contact us at EAModernization.MECP@ontario.ca.

We look forward to your suggestions and comments on our modernization initiatives.

Sincerely,

Jeff Yurek
Minister of the Environment, Conservation and Parks



June 17, 2020

Theresa Marentette, RN, MSc
 Chief Executive Officer, Chief Nursing Officer
 Windsor Essex County Health Unit
 1005 Ouellette Avenue
 Windsor, ON N9A 4J8
 By Fax to: 519-258-6003
 And by email to: tmarentette@wechu.org

URGENT CALL TO ACTION

RE: Spread of COVID-19 in our Farm Worker Population

Dear Ms. Marentette,

At its regular council meeting of June 15, 2020 Essex Town Council passed the following resolution for your consideration:

Moved By Councillor Verbeek
 Seconded By Councillor Bondy

(R20-06-209) That the Town of Essex Council requests urgent and emergency action to be taken by all levels of government in order to support all local farm workers, including migrant workers, as it relates to the COVID-19 pandemic;

That the Windsor-Essex County Health Unit, Ontario Ministry of Labour, Ministry of Health and Long-Term Care and the Ministry of Agriculture, Food and Rural Affairs come together immediately to stop the spread of COVID-19 in our farm worker population. The health and welfare of farm workers is vital to our community and to the opening up our local economy. Farm gate delivered mandatory testing including a plan of care for COVID positive workers as well as comprehensive tracking and tracking is required to act in a proactive not reactive manner; and



That the Town of Essex Council write to the Windsor-Essex County Health Unit to express our urgent call to action and request for support from all other Essex County municipalities.

Carried

I trust you will find this satisfactory, but should you have any questions regarding this matter please feel free to contact the undersigned.

Yours truly,

A handwritten signature in black ink, appearing to read "Robert W. Auger".

Robert W. Auger, L.L.B.
Town Solicitor, Legal and Legislative Services/Clerk
Ext. 1132
Email: rauger@essex.ca

RWA/sab

c.c. Honourable Doug Ford
Premier of Ontario
Legislative Building, Queen' s Park
Toronto, ON M7A 1A1
Email: premier@ontario.ca

Honourable Minister Christine Elliott
Ministry of Health and Long Term Care
5775 Yonge Street – 16th Floor
Toronto, ON M7A 2E5
Email: christine.elliott@pc.ola.org

Honourable Minister Ernie Hardeman
Ministry of Agriculture, Food and Rural Affairs
1 Stone Road West
Guelph, ON N1G 4Y2
Email: Minister.omafra@ontario.ca



Honourable Minister Monte McNaughton
Ontario Ministry of Labour
400 University Avenue, 14th Floor
Toronto, ON M7A 1T7
Email: monte.mcnaughtonco@pc.ola.org

Paula Parker, Municipal Clerk/Risk Manager
Town of Amherstburg
Email: pparker@amherstburg.ca

Valerie Critchley, City Clerk
City of Windsor
Email: clerks@citywindsor.ca

Jennifer Astrologo, Director of Corporate Services/Clerk
Town of Kingsville
Email: jastrologo@kingsville.ca

Agatha Robertson, Director of Council Services/Clerk
Town of LaSalle
Email: arobertson@lasalle.ca

Kristen Newman, Director of Legislative and Legal Services/Clerk
Town of Lakeshore
Email: knewman@lakeshore.ca

Brenda Percy, Municipal Clerk/Manager of Legislative Services
Municipality of Leamington
Email: bpercy@leamington.ca

Laura Moy, Director of Corporate Services/Clerk
Town of Tecumseh
Email: lmoy@tecumseh.ca

Mary Birch, Director of Council and Community Services/Clerk
County of Essex
Email: mbirch@countyofessex.ca



June 17, 2020

The Honourable Doug Ford
Premier of Ontario
Legislative Building, Queen's Park
Toronto, ON M7A 1A1
Email: premier@ontario.ca

RE: COVID-19 Financial Relief for Non-Profit and Community Service Clubs and Organizations

Dear Premier,

At its regular council meeting of June 15, 2020 Essex Town Council passed the following resolution for your consideration:

Moved By Councillor Bjorkman
Seconded By Councillor Bondy

(R20-06-207) That a letter be sent to the Honourable Doug Ford, Premier of Ontario requesting the Province to look into all possible ways of providing tax and/or other financial relief to our community non-profit and service clubs and organizations as a result of those organizations not being able to operate and be open as a result of the COVID-19 pandemic; and

That a copy of the copy of the resolution be sent to Taras Natyshak, MPP, Essex, Chris Lewis, MP, Essex, the City of Windsor and all County of Essex municipalities.

"Carried"

Non-profit and service clubs and organizations play an important role in every community of our Province and so we accordingly ask the Government of Ontario to consider ways to assist these valuable members of our community so that they can remain viable despite the challenges brought by the COVID-19 pandemic.

I trust you will find this satisfactory, but should you have any questions regarding this matter please feel free to contact the undersigned.



Yours truly,

A handwritten signature in black ink, appearing to read "Robert W. Auger".

Robert W. Auger, L.L.B.
Town Solicitor, Legal and Legislative Services/Clerk
Ext. 1132
Email: rauger@essex.ca

RWA

c.c. Taras Natyshak, MPP
Email: tnayshak-qp@ndp.on.ca

Chris Lewis, MP
Email: chris.lewis@parl.gc.ca

Paula Parker, Municipal Clerk/Risk Manager
Town of Amherstburg
Email: pparker@amherstburg.ca

Valerie Critchley, City Clerk
City of Windsor
Email: clerks@citywindsor.ca

Jennifer Astrologo, Director of Corporate Services/Clerk
Town of Kingsville
Email: jastrologo@kingsville.ca

Agatha Robertson, Director of Council Services/Clerk
Town of LaSalle
Email: arobertson@lasalle.ca

Kristen Newman, Director of Legislative and Legal Services/Clerk
Town of Lakeshore
Email: knewman@lakeshore.ca

Brenda Percy, Municipal Clerk/Manager of Legislative Services
Municipality of Leamington
Email: bpercy@leamington.ca



Laura Moy, Director of Corporate Services/Clerk
Town of Tecumseh
Email: lmoy@tecumseh.ca

Mary Birch, Director of Council and Community Services/Clerk
County of Essex
Email: mbirch@countyofessex.ca

Gm2020

TOWN OF LAKESHORE

Notice of Passing



**Town Initiated Zoning By-law Amendment (File: ZBA-5-2020)
Regarding the Production of Cannabis**

TAKE NOTICE that the Council of the Corporation of the Town of Lakeshore has passed By-law 028-2020 on the 23rd day of June 2020, under Section 34 of the Planning Act, R.S.O. 1990.

In light of the recent implementation of the Cannabis Regulations SOR/2018-144 that are enabled by the *Controlled Drugs and Substances Act*, the *Food and Drugs Act*, and the *Cannabis Act*, the Town of Lakeshore Council adopted necessary housekeeping changes to the Town of Lakeshore Zoning By-law, to reflect the current legislation. The complete By-law and any associated information is available for inspection. Information or questions may be directed to Kim Darroch, MCIP, RPP, Manager of Development Services, Town of Lakeshore, 419 Notre Dame Street, Belle River ON N0R 1A0, 519-728-1975 Ext. 245, or kdarroch@lakeshore.ca.

IF A PERSON OR PUBLIC BODY does not make oral submissions at a public meeting or make written submissions to the Council of The Corporation of the Town of Lakeshore before the proposed Zoning By-law Amendment is adopted, the person or public body is not entitled to appeal the decision of the Council of The Corporation of the Town of Lakeshore to the Local Planning Appeal Tribunal. **IF A PERSON OR PUBLIC BODY** does not make oral submissions at a public meeting or make written submissions to the Council of The Corporation of the Town of Lakeshore before the Zoning By-law Amendment is adopted, the person or public body may not be added as a party to the hearing of an appeal before the Local Planning Appeal Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to add the person or public body as a party. An appeal to the Local Planning Appeal Tribunal in respect of the By-law may be completed by filing with the Clerk of the Town of Lakeshore not later than the **16th of July, 2020**, a notice of appeal setting out the objection to the By-law and the reasons in support of the objection accompanied by the required fee of \$300.00 made payable to the Minister of Finance.

DATED at the Town of Lakeshore this 26 day of June, 2020.

CITY OF WINDSOR
COUNCIL SERVICES

JUL 02 2020

RECEIVED

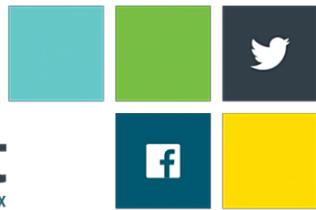
Zoning By-law

The proposed Town-initiated housekeeping zoning by-law amendment accomplishes the following:

- allows the zoning by-law to reflect current terms and definitions as set out by federal Acts and legislation
- maintains the intent of Council approved 2014 policies and regulations surrounding location of cannabis facilities
- establishes the definition of Cannabis Production Facility, which coincides with the definition provided in the Official Plan 5-Year Review update, being:

CANNABIS PRODUCTION FACILITY – shall mean lands, buildings or structures used for producing, processing or destroying of cannabis which is authorized by license issued by the Federal Minister of Health, pursuant to the previous Access to Cannabis for Medical Purposes Regulations, SOR/2016-230, to the Controlled Drugs and Substances Act, SC 1996, c 19, as amended from time to time, or any successor thereto. This includes micro-cultivation, standard cultivation and nursery licenses issued under the current Government of Canada Cannabis Regulations SOR/2018-144) that are enabled by the Controlled Drugs and Substances Act, the Food and Drugs Act and the Cannabis Act.”

- Deletes the definition of Marijuana for Medical Purposed Production Facility and its associated regulations
- updates the Town of Lakeshore zoning by-law general provisions and zone exceptions to reflect Cannabis Production Facility.



Windsor 1005 Ouellette Avenue, Windsor, ON N9A 4J8
 Essex 360 Fairview Avenue West, Suite 215, Essex, ON N8M 3G4
 Leamington 33 Princess Street, Leamington, ON N8H 5C5

June 17, 2020

Mr. Onorio Colucci
 Chief Administrative Officer
 The Corporation of the City of Windsor
 350 City Hall Square West, 5th Floor
 P.O. Box 1607
 Windsor, ON N9A 6S1

Dear Mr. Colucci:

Re: Proposed changes to provision and consumption of alcohol on municipally owned properties

The Windsor-Essex County Health Unit (WECHU) is writing in response to the recent announcements from the [Alcohol and Gaming Commission of Ontario](#) regarding the allowance of licensed patio extensions for the duration of 2020, provided the municipality does not object to the extension, and that certain criteria are met. The WECHU is also writing in response to the *Council Report: C 108/2020 Subject: Response To Correspondence From Spirits Canada Re: Municipal Liquor Policies To Support Local Bars and Restaurants* as received by members of council of the City of Windsor on June 1, 2020. The WECHU supports the recommendations made by Administration in their review of the suggested regulatory changes from a public health and safety perspective, specifically, with respect to discouraging the consumption of alcohol in Parks outside of areas licensed through a permit, and discouraging post-facto inspections for premise alterations of licensed establishments.

Public health considerations for expanding spaces for alcohol sales, service and consumption

Should Council support the expansion of licensed patios, or propose amendments to the *Municipal Alcohol Policy for the City of Windsor* (2015), special consideration should be given to the potential health, safety, and liability risks it may cause to patrons, event staff, and the public, including any inequitable harms to vulnerable populations (e.g., youth and those struggling with alcohol dependency). Alcohol use remains a leading, preventable cause of injury, chronic disease, and death in Ontario and consistently contributes to the highest number of substance-related emergency department visits in Windsor-Essex (WECHU, 2019).

Alcohol policy research has strongly identified that increasing access through alcohol outlets and on premise establishments increases use and associated harms, and normalizes drinking. Such harms include violence, injury (e.g. falls, motor vehicle collisions), alcohol poisoning, and public nuisance issues from noise and public intoxication. This causes not only increased poor health outcomes, but also increased use of municipal emergency medical services, police, and hospital services (Stockwell et al., 2019; OPHA, 2019; Liem, 2018). Maintaining a strong municipal alcohol policy is one way that the City of Windsor can protect residents and reduce the burden on municipal services.

The impact of alcohol policy changes on the ability to comply with smoking and vaping legislation should also be considered. The *Smoke-Free Ontario Act, 2017 (SFOA, 2017)* aims to reduce exposure to second-hand smoke, denormalize smoking behaviour, and create healthier environments for all. Under the *SFOA, 2017*, the smoking of tobacco or cannabis and vaping of any substance is prohibited on and within nine (9) metres of a patio where food and drink is served. This includes outdoor areas where seating tables are provided for patrons to consume their meal or beverage. It is also important to note that the *SFOA, 2017* prohibits the smoking of tobacco or cannabis and

the vaping of any substance in playgrounds, recreation and sports centres, schools, and within 20 metres of those properties.

Under the SFOA, 2017 patios are defined as an area where food and drink is served including outdoor areas where seating tables are provided for patrons to consume their meal or beverage. Bar and restaurant owners as well as event operators must:

- Give notice to staff and patrons that smoking or vaping is not allowed in the smoke-free and vape-free areas.
- Post “No Smoking” and “No Vaping” signs, or a dual “No Smoking and No Vaping” sign at entrances, exits and washrooms of the smoke-free and vape-free areas, in appropriate locations and in sufficient numbers, to ensure that staff and customers are aware that smoking and vaping is not allowed.
- Ensure that no ashtrays or similar items remain in the smoke-free and vape-free areas.
- Ensure that workers and customers do not smoke or vape in smoke-free and vape-free areas.
- Ensure that someone who refuses to comply with Ontario’s smoking and vaping laws does not remain in the smoke-free and vape-free area.

The health unit provides signs free.

Public health recommendations for expanding licensed patios and alcohol service on municipal property

In order to minimize the above potential risks, the WECHU recommends the following:

- Require all licensed establishments to submit an application to the City of Windsor for any proposed expansions to patios where alcohol and food will be served to allow for pro-active inspections.
- Request consultation with public health inspectors and Tobacco and Vaping Enforcement Officers for all issued permits involving new or expanded areas where food and drink is served.
- Require that designated alcohol service and consumption areas for both patios and Special Occasion Permit (SOP) events are physically separated from non-designated areas by maintaining the current *Municipal Alcohol Policy for the City of Windsor (2015) (MAP), “Requirements for Outdoor Temporary Liquor Facilities”* (p. 23), including the use of temporary fencing if necessary.
 - Maintaining fenced areas reduces the risk of liability and helps ensure safety requirements are met, such as monitoring and controlling entries and exits, and enforcing sales regulations including not serving underage patrons. Proper barriers also help with ensuring no outside alcohol is brought into a space, supervising patrons for their safety while consuming alcohol, and ensuring that expelled patrons remain out (OPHA, 2019).
 - Barriers containing the event to one defined space also allow for enhanced security and improved enforcement and compliance with regulations such as those found within the *Smoke-free Ontario Act, 2017*.
- Require signage at designated exit points to ensure alcohol does not travel outside of designated spaces
- Ensure that expansion areas for patios or event spaces under a Special Occasion Permit (SOP) with alcohol service are not adjacent to areas where youth or vulnerable populations frequent (e.g. youth-serving facility access, mental health or addiction facility access, playground or recreational equipment in a park).
- For the time being, require physical distancing measures to be demonstrated in permits for patio expansions, and SOP applications where food and drink will be served on municipal property.
- Specify the times permitted for alcohol service and retain permissible times stated in the current MAP (OPHA, 2019).
- Ensure that municipal staff are able to monitor and enforce relevant municipal bylaws at all times that alcohol service is authorized, if on municipal property such as a park (OPHA, 2019).
- Install security cameras on municipal property where alcohol is being served, and encourage licensed establishments to do the same (Liem, 2018).

- Continue to require that food is made available at all events on municipal property that also serve alcohol (i.e. do not permit alcohol-only events) (OPHA, 2019), as indicated in the current MAP.
- Prohibit the mixing of alcohol and edible cannabis (including cannabis beverages) by event staff and discourage mixing by patrons as this may increase impairment and increase consumption of alcohol (OPHA, 2019).
- Provide on-site education with signage for the responsible use of alcohol, in addition to the Sandy's Law signage requirement.

The WECHU is available for further consultation on municipal alcohol policies, and the application and enforcement of the Smoke Free Ontario Act, 2017 in relation to the expansion of patios and outdoor dining areas.

Thank you,



Theresa Marentette, RN, MSc, Chief Executive Officer, Chief Nursing Officer

Windsor Essex County Health Unit

1005 Ouellette Avenue, Windsor, N9A 4J8

Ph. 519-258-2146 ext. 1475

Fx. 519-258-6003

tmarentette@wechu.org

References

1. Canadian Institute for Health Information. Alcohol Harm in Canada: Examining Hospitalizations Entirely Caused by Alcohol and Strategies to Reduce Alcohol Harm. Ottawa, ON: CIHI; 2017. Retrieved from <https://www.cihi.ca/sites/default/files/document/report-alcohol-hospitalizations-en-web.pdf>
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3. OPHA. (2019). Managing alcohol at events on municipal property. Retrieved from <https://opha.on.ca/getattachment/Advocacy-and-Policy/Issues/Managing-Alcohol-at-Events-on-Municipal-Property-FINAL-Report-Nov-26.pdf.aspx>
4. Stockwell, T., Wettlaufer, A., Vallance, K., Chow, C., Giesbrecht, N., April, N., Asbridge, M., Callaghan, R.C., Cukier, S., Davis-Macnevin, P., Dube, M., Hynes, G., Mann, R., Solomon, R., Thomas, G. & Thompson, K. (2019). Strategies to Reduce Alcohol-Related Harms and Costs in Canada: A Review of Provincial and Territorial Policies. Victoria, BC: Canadian Institute for Substance Use Research, University of Victoria.
5. The Windsor-Essex County Health Unit. (2019). Community needs assessment 2019 update report. Retrieved from https://www.wechu.org/reports/community-needs-assessment-2019-update-report?mc_cid=5c232302de&mc_eid=c8538d7a87

From: Brian Hogan <bhoganoecta@gmail.com>

Sent: Thursday, June 18, 2020 7:12 PM

To: mayoro <mayoro@citywindsor.ca>; Francis, Fred <ffrancis@citywindsor.ca>; Gignac, Jo-Anne (Councillor) <joagignac@citywindsor.ca>; Holt, Chris <cholt@citywindsor.ca>; Bortolin, Rino <rbortolin@citywindsor.ca>; Sleiman, Ed <esleiman@citywindsor.ca>; Kaschak, Gary <gkaschak@citywindsor.ca>; Morrison, Jim <jmorrison@citywindsor.ca>; clerks <clerks@citywindsor.ca>; Costante, Fabio <fcostante@citywindsor.ca>; Mckenzie, Kieran <kmckenzie@citywindsor.ca>

Cc: Brian Hogan <bhoganoecta@gmail.com>

Subject: Pandemice: Task Force & Municipalities' Finances

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Mayor & Councillors,

Like City Council, the pandemic has been top of mind for the WDLC over the last few months. Trying to take care of others is a responsibility we share. We would like the opportunity to work closely with you on a couple pandemic topics.

WDLC and its affiliates strongly encourage you to create a Task Force made up of a variety of voices to help Council develop a vision and plan on what post-pandemic Windsor should look like.

We would like to be a part of the Task Force and be given the opportunity to share Labour's vision, passion and expertise. Some of our strengths are that we understand workers, social issues (inequality, poverty, environment), and new economic opportunities such as the Green Economy.

By the way, this request is being made to the County Council, and Labour Councils across the country are making this same request. Labour shares a common passion as Council, non-profits, business, and ordinary citizens; we all care for this Community and want it to thrive.

Along with the need for a Task Force, Labour is keenly aware of Municipalities' financial concerns brought on by the pandemic. WDLC is in the process of lobbying senior levels of government on this very issue on behalf of Windsor.

Thanks for the opportunity to share ideas to help Our Community. Please contact me anytime (bhoganoecta@gmail.com or 226-348-7597) to discuss this any other issue.

Sincerely,

Brian Hogan
WDLC



June 19, 2020

City of Windsor
 Tax Department
 400 City Hall Square East, Suite 201
 Windsor, ON N9A 7K6

Attention: City of Windsor Council

Dear Sirs/Madams:

Re: Request to Waive Development Charges
 Owner – Windsor Christian Fellowship Tenant: Windsor Lifeline Outreach
 4490 7th Concession Rd, Windsor ("Property")

In light of the continuing impact Covid-19 has had on our community, we have submitted an application to expand our existing food bank to help meet the growing needs in our city. At this time, we submit this letter to kindly request that you consider our request to waive the development fee for this expansion.

WLO currently serves over 500 families in the Windsor-Essex community experiencing food insecurity per month. WLO is a non-profit philanthropic organization and registered as a Charity, that operates a food bank and clothing centre in partnership with the Windsor-Essex Foodbanks Association to help alleviate the impact of poverty in the City of Windsor.

As well as a food bank to the public, the site is also utilized by a number of other food banks as a distribution centre. WLO stores food for other local food banks and they rely on us to help store and deliver items across the entire county. To better serve our community, our project is centered on the construction of a large cooler to preserve food donations. The cooler will allow for an increase in donations both in volume and kind due to the ability to preserve meat products.

WLO is entirely support by the Windsor-Essex community. To help accomplish this project, a number of local businesses have partnered with us by donating their time, money, and resources. Those who have stepped forward include DC McCloskey Engineering, Turnkey, Empire Roofing, Tilbury Concrete, Walker Aggregate, Atlas Tubing and Rosati Construction. However, to accomplish this project we also need the support of the City of Windsor.

For the above reasons, we respectfully request that the development charges for the construction of our addition be waived. Thank you for your consideration of this matter and we look forward to working closely with the City of Windsor as we meet the needs of our community together.

Thank-you kindly,
 Rosati Construction Inc.


 William A. Good, Corporate Counsel
 Direct Phone 519-734-7575 ext. 14
 e-mail address: William.good@rosatigroup.com



ZELINKA PRIAMO LTD
A Professional Planning Practice

June 26, 2020

Mayor and Members of Council
City of Windsor
P.O. Box 1607
Windsor, ON N9A 6S1

Dear Mayor & Members of Council:

RE: Interim Control By-Law 78-2019 Exemption Request
1790 Provincial Road Windsor, ON
SBDRE (Windsor) Holdings Company Ltd.
OUR FILE: SBD/WIN/19-01

We are writing on behalf of SBDRE (Windsor) Holding Company Ltd., owners of 1790 Provincial Road.

The subject lands are located on the north side of Provincial Road, west of Walker Road in the City of Windsor. The subject lands are approximately 14.76 ha in size, are irregularly shaped, and have a frontage of 289.3m along Provincial Road.

In February 2020, we made submissions to the Planning Department on behalf of our client seeking staff and Council consideration of a possible exemption to Interim Control By-law 78-2019 so as to permit the establishment of a transport terminal on the subject lands. In our submission, we laid out the reasons why such an exemption could be provided while maintaining the integrity of the review exercise associated with the Interim Control By-law. Indeed, we agreed to a notable buffer area abutting a nearby residential area even though past similar uses on the site utilized the lands subject to the buffer. We are not aware of any significant complaint history and as noted in the recent staff report considering this request, the previous loading compound use predated the adjoining residential uses.

As noted above, in response to our request, Planning staff undertook a review and provided a report (S52/2020) to the Development and Heritage Standing Committee. The report concluded that with careful consideration of the location of the use including a 100m buffer, the establishment of a transport terminal on this very large site could be considered by way of an exemption.

The staff report was brought to the Development and Heritage Standing Committee in April 2020. The Committee considered our client's request and the analysis provided by staff, and recommended approval for Option B which would have allowed for an exemption including a 100m buffer to be employed pending the completion of the Interim Control By-law Study. We were in concurrence with this recommendation and committed to future engagement in the broader study to further explore the appropriateness of the use of the temporary buffer area for the proposed use.

The matter came to Council in May 2020 as a consent item. The item was pulled from the consent agenda for further discussion. As a result, Council chose to defer the request pending the completion of the Interim Control By-law Study.

The purpose then, of this letter is to request Council to set aside the deferral decision and reconsider approving the request as recommended by the Planning and Heritage Standing Committee and Planning Staff.

We respectfully make this request as we continue to believe the establishment of a transport terminal on these lands will be done in a way that does not compromise the integrity of the on-going Interim Control By-law Study and in a manner sensitive to surrounding land uses. Moreover, the proposed use is subject to an important purchase and sale contract, the finalization of which will be put in serious jeopardy if the proposed use is delayed for the 6-12 months necessary to complete the above-noted study. In this regard, our client, given the current state of North American economies and on-going generational challenges surrounding the on-going global pandemic, is not confident such a valuable opportunity will be available a year from now. While this is clearly problematic for our clients, we would urge Council to consider the implication for the local economy and the City of Windsor. Clearly, the establishment of this use represents positive and important municipal tax, employment, and economic development opportunities. If the deferral is to stand, these opportunities may be substantially delayed if not lost altogether. Given staff's endorsement of what they referred in their report to Plan B, it is reasonable to forecast that, subject to some site-specific regulations, specifically with regard to the 100m buffer area, permanent permission for the proposed use is highly likely to be recommended. As noted earlier, we are committed to staying involved in the Interim Control By-law process to ensure such regulations result in a responsible, yet efficient, use of the property to ensure maximum private enterprise opportunities and public interest matters are achieved.

Given the above, we would respectfully request Council reconsider this matter and confirm the positive outcomes this proposal can deliver and support the Committee recommendation for exemption.

We thank you for your consideration of our request. We are available if required to present our request directly to Council, and will work with Civic administration to address any questions or concerns they, or Council may have.

Yours very truly,

ZELINKA PRIAMO LTD.



Greg Priamo, BES, MCIP, RPP
Principal Planner

cc. Adam Tarkan, SBDRE (Windsor) Holdings Company Ltd.
Steve Vlachodimos, Deputy City Clerk & Senior Manager of Council Services,
City of Windsor

Subject: Interim Control By-law Exemption 2020-9 - SBDRE (Windsor) Holdings Company Ltd. - 1790 Provincial Road - Ward 9

Moved by: Councillor Holt
Seconded by: Councillor Sleiman

Decision Number: **DHSC 150**

- 1) That the request of SBDRE (Windsor) Holdings Company Ltd. for an exemption from the provisions of Interim Control By-law By-law 78-2019 for the property at 1790 Provincial Road Street **BE APPROVED**.
- 2) That Council **AMEND** By-law 78-2019 by adding to Section 6 the following:
“i) 1790 Provincial Road - East side of Provincial Road, northwest of Legacy Park Drive, Part of Lots 14 and 15, Concession 6, described as Parts 1, 4, 5 & 13, Plan 12R-21875. PIN 01560-2590; Roll No. 070-160-02000”
- 3) That the proposed Transport Terminal **SHALL BE** setback a minimum of 100.0m from the westerly lot line, save and except the use of the existing western driveway along Provincial Road for the purpose of access.

Carried.

At the request of Chairperson Bortolin, a recorded vote is taken.

Aye votes: Councillors Bortolin, Holt, Morrison, and Sleiman, and Members Gyemi, Moore, and Rondot.

Nay votes: None.

Absent: None.

Abstain: None.

Report Number: S 52/2020

Clerk's File: Z/13528

Clerk's Note: The recommendation of the Standing Committee and Administration are **not** the same.

**Subject: Interim Control By-law Exemption 2020-9 - SBDRE (Windsor)
Holdings Company Ltd. - 1790 Provincial Road - Ward 9**

Reference:

Date to Council: April 14, 2020
Author: Adam Szymczak, MCIP, RPP
Senior Planner
519-255-6543 x6250
aszymczak@citywindsor.ca
Planning & Building Services
Report Date: 3/9/2020
Clerk's File #: Z/13528

To: Mayor and Members of City Council

Recommendation:

To Council **FOR DECISION.**

Executive Summary:

N/A

Background:

Neighbourhood Map



Timeline

- | | |
|------------------|---|
| 2018 November 19 | Council approves Housekeeping Amendment 2017-3 which adds Transport Terminal definition and provisions to Zoning By-laws |
| 2019 March 27 | Building Division conducts city wide Transport Terminal enforcement blitz |
| 2019 June 13 | Council approves Interim Control By-law 78-2019 (ICBL) |
| 2020 February 24 | Zelinka Priamo Ltd, acting on behalf of the property owner and the lessee, submits a request for an exemption from the ICBL |
| 2020 March 6 | Administration receives letter from Daniel Goyette, President, C.A.T. Inc., who is leasing the subject parcel |

Enforcement

The Building Division conducted a city-wide enforcement blitz on March 27, 2019 that identified 26 parcels with Transport Terminals that violated the Zoning By-law or lacked site plan approval pursuant to Site Plan Control By-law 1-2004. The subject parcel was not identified as one of the 26 parcels. As of the date of this report, there has been no enforcement against the parcel in regard to the operation of a Transport Terminal.

Interim Control By-law 78-2019

Section 38(1) of the *Planning Act* permits a municipality to pass an interim control by-law (ICBL) that prohibits the use of land, buildings or structures for such purposes as set out in the by-law. This in effect “freezes” development on the lands (as described by the by-law) for a period not to exceed one year. An ICBL is an important planning tool

that allows the municipality to rethink its current land use policies by suspending development that may end up conflicting with any new policy that may be developed.

On June 3, 2019, Council approved Interim Control By-law 78-2019 (see Appendix A) that prohibits the creation of a new Transport Terminal in any MD1. or MD2. zoning districts and M1 zones in the City of Windsor. Administration is currently studying the extent of the challenges, propose possible solutions and provide revised policies and provisions that aim to balance the needs of Transport Terminal and shipping business owners, truck operators, and surrounding businesses and residents.

Council Resolution 291/2019, which approved Interim Control By-law 78-2019, states:

*That Council **MAY REVIEW**, on a case-by-case basis, any requested amendments to the Interim Control By-law where there is a determination that the creation of a new Transport Terminal would not conflict with the general purpose and intent of the Interim Control By-law;*

Request for Exemption from ICBL

Zelinka Priamo Ltd (Jared Dykstra, Senior Planner), on behalf of SBDRE (Windsor) Holdings Company Ltd. and C.A.T. Inc., submitted a request to exempt the property at 1790 Provincial Road from Interim Control By-law 78-2019 to allow a previously submitted site plan control application for a potential Transport Terminal development on the property to be processed (Letters attached as Appendix B & C).

The letter from Zelinka Priamo includes an application for a Long Combination Vehicle (LCV) Origin/Destination Location - Road Authority Consent from the Ministry of Transportation (MTO). C.A.T. seeks to drives Long Combination Vehicles - a tractor pulling two full-length semi trailers - to the subject parcel, unload goods onto regular tractor trailers or smaller trucks for distribution. The City of Windsor has signed off on the Road Authority Consent. There are strict restrictions on the operation of an LCV.

Discussion:

All exemption requests will be evaluated against the following criteria:

Consistency with the Official Plan and Zoning By-law - The underlying Official Plan designation and zoning district will be considered. Specifically, whether the Transport Terminal is consistent with the Official Plan designation and is permitted as a main use by the zoning district;

Impact on surrounding infrastructure - What the impact may be on surrounding infrastructure, mainly roads, including potential wear and tear, as well as how the impact on the safety and functionality of the surrounding road network;

Proximity to sensitive land uses - The distance to the closest sensitive use will be considered; and,

Likelihood of additional mitigation measures - This criterion considers compatibility with surrounding uses. The Transport Terminal Study may recommend that additional mitigation measures be undertaken in order to permit a Transport Terminal on the property. Approval of the exemption request may prejudice the Study.

Analysis of Evaluation Criteria

The subject parcel is designated Industrial on Schedule D: Land Use in the City of Windsor Official Plan. A Transport Terminal is consistent with the general policy direction, including permitted uses, locational criteria, evaluation criteria, and design guidelines, of the Industrial land use designation.

Relevant excerpts from Zoning By-law 8600 are attached as Appendix D. The parcel is zoned Manufacturing District 1.3 (MD1.3) in Zoning By-law 8600, a zoning category that permits a limited range of industrial uses and some commercial uses, including a transport terminal as a main use. A rezoning is not required. A Transport Terminal development on the parcel is subject to site plan control.

The proposed Transport Terminal is consistent with the Official Plan and Zoning By-law 8600.

The parcel has direct access to Provincial Road, a Class I Arterial Road. Provincial Road is a designated Truck Route and provides access to Highway 401 about 1.7 km to the southeast. In the past, the parcel has been used as a Loading Compound for storing and transporting motor vehicles.

The proposed Transport Terminal will have minimal impact on surrounding infrastructure.

The parcel is adjacent to a residential subdivision (Devonwood Meadows) to the west and a mobile home park (Countryside Village of Windsor) to the northwest. To the north and east are mostly commercial uses, a select few industrial uses and a Canada Post sorting facility. To the south, are more commercial uses, a rail corridor, a park and residential uses (over 130 metres to the south and southwest). The residential uses in the surrounding area are a sensitive land use.

The proposed Transport Terminal is proximate to a sensitive land use.

The proximity of sensitive land uses, especially the residential uses to the west and north west, is a concern. However, the previous Loading Compound use on the subject parcel existed before the residential subdivision. There is a tall wood fence along the westerly lot line of subject parcel, which appears to prevent the intrusion of lights from trucks operating on the parcel.

The potential conflict between the Transport Terminal use and the sensitive land uses is an issue that the Transport Terminal Study will examine. Staff report C 102/19 that recommended implementation of the Interim Control By-law stated that:

“The main purposes of doing the study is to ensure that Transport Terminal is appropriately permitted or prohibited, that the provisions for a Transport Terminal are consistent with the policy direction of the Official Plan, and that a Transport Terminal is not detrimental to surrounding existing and potential land uses.”

Additional mitigation measures may be required to permit a Transport Terminal on the property. This is an issue that the study will examine.

There is a likelihood that additional mitigation measures will be necessary in order to permit a Transport Terminal.

Risk Analysis:

N/A

Financial Matters:

N/A

Consultations:

Jason Campigotto, Site Plan Approval Officer; Wira Vendrasco, Deputy City Solicitor; Rob Vani, Manager of Inspections (BBO) / Deputy Chief Building Official

Conclusion:

Approving the exemption is premature in that it may allow a use - a Transport Terminal - that is not compatible with sensitive land uses, especially to the west.

However, the subject parcel is a very large parcel (14.7 ha / 36 ac) which provides an opportunity to separate the proposed transport terminal in the interim.

Possible options are provided below.

Option A - If Council chooses to DENY the exemption, the motion shall read as:

“That the request of SBDRE (Windsor) Holdings Company Ltd. for an exemption from the provisions of Interim Control By-law By-law 78-2019 for the property at 1790 Provincial Road **BE DENIED.**”

Option B - If Council chooses to APPROVE the exemption, the motion shall read as:

- 1) That the request of SBDRE (Windsor) Holdings Company Ltd. for an exemption from the provisions of Interim Control By-law By-law 78-2019 for the property at 1790 Provincial Road Street **BE APPROVED.**
- 2) That Council **AMEND** By-law 78-2019 by adding to Section 6 the following:
 - “i) 1790 Provincial Road - East side of Provincial Road, northwest of Legacy Park Drive

Part of Lots 14 and 15, Concession 6, described as Parts 1, 4, 5 & 13, Plan 12R-21875. PIN 01560-2590; Roll No. 070-160-02000”
- 3) That the proposed Transport Terminal **SHALL BE** setback a minimum of 100.0 m from the westerly lot line.

Planning Act Matters:

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

Thom Hunt, MCIP, RPP
City Planner

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

SAH OC

Approvals:

Name	Title
Neil Robertson	Manager, Urban Design
Thom Hunt	City Planner
Wira Vendrasco	Deputy City Solicitor
Shelby Askin Hager	City Solicitor
Onorio Colucci	Chief Administrative Officer

Notifications:

Name	Address	Email
Jared Dykstra Zelinka Priamo	318 Wellington Road London ON N6C 4P4	jared.d@zpplan.com
Daniel Goyette C.A.T. Inc.	4, rue du Transport Coteau-du-Lac QC J0P 1B0	
Adam Tarkan SBDRE (Windsor) Holdings Company Ltd. c/o Black Diamond Commercial Finance L.L.C.	5330 Yacht Haven Grande, Suite 100 St Thomas VI 00802-5302 US Virgin Islands	
Councillor McKenzie		
Property Owners within 120 m of subject parcel		

Appendices:

- 1 Appendix A - Interim Control By-law 78-2019
- 2 Appendix B - Letter from Zelinka Priamo, dated February 24, 2020
- 3 Appendix C - Letter from C.A.T, received March 6, 2020
- 4 Appendix D - Extract From Zoning By-law 8600

25/13841



THE CORPORATION OF THE CITY OF WINDSOR
PLANNING AND BUILDING DEPARTMENT
PLANNING DIVISION

Thom Hunt, MCIP, RPP
City Planner/Executive Director

MEMORANDUM

DATE:	June 15, 2020	Our File:	SPC-014/20
TO:	City Clerk	RE:	TRANSMITTAL (*)
FROM:	Manager of Urban Design		
RE:	Application For: () Zoning Amendment () Official Plan Amendment (X) Site Plan Approval		

Applicant: JOVE VASUVSKI
 Location: 5951 WYANDOTTE ST E
 Date Application Authorized for Processing: Monday, June 16, 2020

NEW 166M2 PAVED PARKING LOT & DRAIN

Enclosures:

- (X) 1 copy of Application Form
- (X) 1 copy of Drawings
- () 1 copy of Other (List)

CITY OF WINDSOR
COUNCIL SERVICES

JUN 18 2020

RECEIVED

Remarks:

- (*) This information is forwarded pursuant to paragraph (6) of Part B of Report #1 (Revised) of the Committee on Public Access to Information (Adopted by Res M7/82, January 11, 1982)

Neil Robertson, MCIP, RPP
Manager of Urban Design

NR/jc

Enclosures

AUTHORIZATION and PERMISSION TO ENTER SCHEDULE:

AUTHORIZATION:

TO: Planning Department for the Corporation of the City of Windsor.

DATE: June 4/20

I (We) JOVE + VUKICA VASOVSKI
(owners of the subject lands)
of the CITY OF LAKESHORE, hereby authorize and instruct
(Municipality where you reside),

JOVE VASOVSKI
(agent(s)) to submit an application to the

Planning Department in respect to 5951 WYANDOTTE ST E
(Municipal address or legal description)

which I (we) am (are) the registered owner(s), and this shall be my (our) good and sufficient authority to act on my (our) behalf.

Jove Vasovski (Sign) Note: if the owner is a Corporation
affix seal (if any).

V. Vasovski (Sign)

PERMISSION TO ENTER:

TO: Planning Department for the Corporation of the City of Windsor.

I hereby authorize the members of the Site Plan Review Committee/Planning Advisory Committee and/or members of the staff of the Corporation of the City of Windsor to enter upon the subject lands and premises for the purpose of evaluating the merits of this application and subsequently to conduct any inspections and work on the subject lands that may be required as condition of approval. This is their authority for doing so.

Subject Lands: 5951 WYANDOTTE ST E

Signed: Jove Vasovski Dated: June 4/20

NOTICE WITH RESPECT TO COLLECTIONS OF PERSONAL INFORMATION:

I/We also acknowledge that the information requested on this form is collected under the authority of The Planning Act, R.S.O. 1990, Chapter P13, as amended. The information is required in order to process the application. The name and business address of the applicant and/or authorized agent is public information. Any other personal information collected will only be used for internal purposes.

Questions about this collection can be made to the Planning Department, 519-255-6543.

Signed: Jove Vasovski Dated: June 4/20

FREEDOM OF INFORMATION

Under the City of Windsor Freedom of Information By-law, an application accepted by Planning Department is forwarded to the Clerk's Office where it is listed with Council as received and retained on file for public information.

SITE PLAN APPROVAL APPLICATION

Please check the representative you consulted with:

Zoning Pre-Consultation: 519-255-6543	
<input checked="" type="checkbox"/> Zoning Coordinator ext: <u>6164 6918</u>	
_____ Signature of Zoning Coordinator	_____ Date of Consultation
Planning Pre-Consultation: 519-255-6543	
<input type="checkbox"/> Site Plan Approval Officer <input type="checkbox"/> Planner - Research <input type="checkbox"/> Other	
_____ Signature of SPAO / Planner	_____ Date of Consultation
Zoning Pre-Consultation Feedback Provided in Writing: <input type="checkbox"/> Yes <input type="checkbox"/> No	

NOTE: Pre-consultation with additional departments may be required if deemed necessary by the Site Plan Approval Officer (SPAO) or Planner.

1. APPLICANT: <u>JOVE VASOVSKI</u>	
Address/City: <u>140 CHAMBERS DR</u>	Postal Code: <u>N8N4D</u>
Telephone: <u>519-819-9141</u>	Fax: _____
Email: <u>JVASOVSKI@HOTMAIL.CA</u>	
2. AGENT: _____	
Address/City: _____	Postal Code: _____
Telephone: _____	Fax: _____
Email: _____	
3. ARCHITECT/ENGINEER/PLANNER: _____	
Address/City: _____	Postal Code: _____
Telephone: _____	Fax: _____
Email: _____	
4. REGISTERED OWNER: <u>2683863 ONTARIO LTD</u>	
Address/City: <u>140 chambers dr</u>	Postal Code: <u>N8N4D5</u>
Telephone: <u>519-819-9141</u>	Fax: _____
Email: _____	
5. NEW OWNER (Offer to Purchase): _____	
Address/City: _____	Postal Code: _____
Telephone: _____	Fax: _____
Email: _____	

SITE PLAN APPROVAL APPLICATION

6. DESCRIPTION OF SUBJECT PROPERTY

Municipal Address: 5951 WYANDOTTE ST. EAST

Nearest Street Intersection: _____

Legal Description: LT 171 PL 857 SANDWICH EAST
LT 172 PL 857 SANDWICH ST. EAST

Assessment Roll No: 3739060 - 1000 3000

7. DETAILED DESCRIPTION OF PROPOSED DEVELOPMENT (use additional pages as required)

a) Existing Land Use: MEDICAL AESTHETIC

b) Proposed Development: DRAIN AND PAVE THE BACK PARKING AREA

c) Site Area (m² / sq.ft): 632

d) Gross Floor Area (m ² / sq.ft)	Total/Phase 1	Phase 2	Phase 3
Existing:	<u>301 166</u>	_____	_____
Proposed New:	_____	_____	_____
Total:	_____	_____	_____

e) Parking/Loading/Bicycle Spaces:

Existing:	<u>1 1</u>	<u>1 1</u>	<u>1 1</u>
Proposed:	<u>1 1</u>	<u>1 1</u>	<u>1 1</u>
Total:	<u>8 1</u>	<u>1 1</u>	<u>1 1</u>

f) Total Landscaped Area (m² / sq.ft)
(ie. Existing / New) _____ / _____

g) Total Curbing Length: (m / ft) 25 / _____

h) Total New Screening Fence Length: (metre / feet) 0 / _____

8. INFORMATION REQUIREMENTS (items a to k to be checked off by Planning Dept.)
 (All plans/drawings to be submitted in folded format 8 1/2" x 14")

Review Appendix B prior to submission of plans/documents.

	Required	Provided
a) Site Plans to scale – 1 copy (see item 1e in Appendix B)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b) 11" x 17" BLACK line reduction (site plan/floor plans/elevations) (no blue lines/grey lines to be used in the drawings)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c) Fire Access Route (see item 2b in Appendix B)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d) Building Elevations & Floor Plans to scale – 5 copies	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e) A CD with PDF copy of all drawings & complete application form (pg. 1-3)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
f) Recent Topographic Survey Plan – 2 copies	<input checked="" type="checkbox"/>	<input type="checkbox"/>
g) Property Deed and/or Offer to Purchase	<input checked="" type="checkbox"/>	<input type="checkbox"/>
h) Building Cross Section	<input type="checkbox"/>	<input type="checkbox"/>

SITE PLAN APPROVAL APPLICATION

i) Other: _____	<input type="checkbox"/>	<input type="checkbox"/>
j) Is a firewall incorporated in a building design? (firewall as defined in Ontario Building Code)	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
k) Is a sprinkler or standpipe system installed in a building? (If yes, provide location of Siamese connection on Site Plan)	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO

9. AUTHORIZATION SIGNATURES

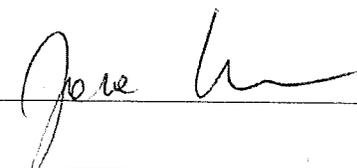
All contact will be with the agent unless otherwise requested.

Applicant: ✓ <u>JOVE VASOVSKI</u>	Date: <u>June 4/20</u>	Contact <input checked="" type="checkbox"/>
Agent: _____	Date: _____	<input type="checkbox"/>
Registered Owner: ✓ <u>Jove</u>	Date: _____	<input type="checkbox"/>

10. SPECIES AT RISK ACKNOWLEDGEMENT

Ontario's *Endangered Species Act* protects endangered and threatened species — animals and plants in decline and at risk of disappearing from the province by restricting activities that may affect these plants, animals or their habitats.

I acknowledged that it is my sole responsibility as the Applicant to comply with the provisions of the *Endangered Species Act, 2007, S. O. c.6*. This could require me to register an activity, get a permit or other authorization from the Ministry of Natural Resources and Forestry (MNRF) prior to conducting an activity that could impact an endangered or threatened plant or animal or its habitat. I further acknowledge that any *Planning Act, R.S.O. 1990, c.P.13* approval given by the City of Windsor does not constitute an approval under the *Endangered Species Act*, nor does it absolve me from seeking the necessary authorization, approvals or permits from the MNRF prior to conducting any activity that may affect endangered or threatened plant or animal or its habitat.

Signed:  Dated: June 04/20

Note to Applicant, Agent, Architect, Engineer or Planner:

Review Appendices A, B and C in full. Incomplete drawings will delay the processing and review of the application. If you have any questions, please contact the Site Plan Approval Officer at (519) 255-6543 ext. 6918.

SITE PLAN APPROVAL APPLICATION

DO NOT COMPLETE BELOW – DEPARTMENT USE ONLY

11. APPLICATION DETAILS

Fee Paid: \$ _____ Receipt No: _____ Date: _____

Planner Initial if Application Complete for Processing: _____

New SPC File No.: SPC- _____ Previous SPC File No.: SPC- _____

Previous File No.: Rezoning: Z- _____ COA: _____ CR: _____

12. AUTHORIZATION TO PROCESS

This application has been received and is accepted for processing as a:

Minor development Standard development Major development

_____ Date: _____

Melissa Gasic, BARCH, MPL.
Site Plan Approval Officer

See next page for Appendix A

AUTHORIZATION and PERMISSION TO ENTER SCHEDULE:

AUTHORIZATION:

TO: Planning Department for the Corporation of the City of Windsor.

DATE: _____

I (We) _____
(owners of the subject lands)

of the _____, hereby authorize and instruct
(Municipality where you reside)

_____ to submit an application to the
(agent(s))

Planning Department in respect to _____
(Municipal address or legal description)

which I (we) am (are) the registered owner(s), and this shall be my (our) good and sufficient authority to act on my (our) behalf.

_____ (Sign) Note: if the owner is a Corporation
affix seal (if any).

_____ (Sign)

PERMISSION TO ENTER:

TO: Planning Department for the Corporation of the City of Windsor.

I hereby authorize the members of the Site Plan Review Committee/Planning Advisory Committee and/or members of the staff of the Corporation of the City of Windsor to enter upon the subject lands and premises for the purpose of evaluating the merits of this application and subsequently to conduct any inspections and work on the subject lands that may be required as condition of approval. This is their authority for doing so.

Subject Lands: _____

Signed: _____ Dated: _____

NOTICE WITH RESPECT TO COLLECTIONS OF PERSONAL INFORMATION:

I/We also acknowledge that the information requested on this form is collected under the authority of The Planning Act, R.S.O. 1990, Chapter P13, as amended. The information is required in order to process the application. The name and business address of the applicant and/or authorized agent is public information. Any other personal information collected will only be used for internal purposes.

Questions about this collection can be made to the Planning Department, 519-255-6543.

Signed: _____ Dated: _____

FREEDOM OF INFORMATION

Under the City of Windsor Freedom of Information By-law, an application accepted by Planning Department is forwarded to the Clerk's Office where it is listed with Council as received and retained on file for public information.

The applicant(s) hereby applies to the Land Registrar.

Properties		
PIN	01082 - 0207 LT	Interest/Estate Fee Simple
Description	LT 171 PL 857 SANDWICH EAST, LT 172 PL 857 SANDWICH EAST, WINDSOR	
Address	5951 WYANDOTTE STREET EAST WINDSOR	

Source Instruments		
Registration No.	Date	Type of Instrument
CE583568	2013 09 26	Charge/Mortgage

Consideration	
Consideration	\$250,000.00

Transferor(s)
 The transferor(s) hereby transfers the land to the transferee(s).

Name THE TORONTO-DOMINION BANK
 Address for Service 3500 Steeles Avenue East
 Tower 1, Level 4
 Markham, Ontario
 L3R 0X2

I, Rachel Li, Account Manager have the authority to bind the corporation.
 This document is not authorized under Power of Attorney by this party.

Transferee(s)		
Name	Capacity	Share
2683863 ONTARIO LTD.	Registered Owner	
Address for Service 140 Chambers Drive, Tecumseh, Ontario N8N 4T5		

Statements

The document is authorized under the charge and the Mortgages Act.
 The sale proceedings and transfer comply with the charge, the Mortgages Act, and if applicable the Bankruptcy and Insolvency Act (Canada), the Condominium Act, the Construction Lien Act and the Farm Debt Mediation Act (Canada).
 The charge was in default at the time notice of sale was given and continues to be in default and the money has been advanced under the charge.

There are no encumbrances to be deleted
 This transaction is not subject to any writs of execution
 Title to the land is not subject to spousal rights under the Family Law Act
 Schedule: Notice of Sale was served on April 9, 2019.

This document relates to registration number(s) CE583568
 STATEMENT OF THE TRANSFEROR (S): The transferor(s) verifies that to the best of the transferor's knowledge and belief, this transfer does not contravene the Planning Act.

STATEMENT OF THE SOLICITOR FOR THE TRANSFEROR (S): I have explained the effect of the Planning Act to the transferor(s) and I have made inquiries of the transferor(s) to determine that this transfer does not contravene that Act and based on the information supplied by the transferor(s) to the best of my knowledge and belief, this transfer does not contravene that Act. I am an Ontario solicitor in good standing.

STATEMENT OF THE SOLICITOR FOR THE TRANSFEREE (S): I have investigated the title to this land and to abutting land where relevant and I am satisfied that the title records reveal no contravention as set out in the Planning Act, and to the best of my knowledge and belief this transfer does not contravene the Planning Act. I act independently of the solicitor for the transferor(s) and I am an Ontario solicitor in good standing.

Signed By
 Murray Howard Nightingale
 3700 Steeles Avenue. W., Suite 300 acting for
 Vaughan Transferor(s)
 L4L 8K8 Signed 2019 09 17

Tel 905-264-6678
 Fax 905-264-6679

I am the solicitor for the transferor(s) and I am not one and the same as the solicitor for the transferee(s).
 I have the authority to sign and register the document on behalf of the Transferor(s).

LAND TRANSFER TAX STATEMENTS

In the matter of the conveyance of: 01082 - 0207 LT 171 PL 857 SANDWICH EAST, LT 172 PL 857 SANDWICH EAST; WINDSOR

BY: THE TORONTO-DOMINION BANK

TO: 2683863 ONTARIO LTD.

Registered Owner

1. JOVE VASOVSKI

I am

- (a) A person in trust for whom the land conveyed in the above-described conveyance is being conveyed;
- (b) A trustee named in the above-described conveyance to whom the land is being conveyed;
- (c) A transferee named in the above-described conveyance;
- (d) The authorized agent or solicitor acting in this transaction for _____ described in paragraph(s) () above.
- (e) The President, Vice-President, Manager, Secretary, Director, or Treasurer authorized to act for 2683863 ONTARIO LTD. described in paragraph(s) (c) above.
- (f) A transferee described in paragraph () and am making these statements on my own behalf and on behalf of _____ who is my spouse described in paragraph () and as such, I have personal knowledge of the facts herein deposed to.

3. The total consideration for this transaction is allocated as follows:

(a) Monies paid or to be paid in cash	
(b) Mortgages (i) assumed (show principal and interest to be credited against purchase price)	\$250,000.00
(ii) Given Back to Vendor	\$0.00
(c) Property transferred in exchange (detail below)	\$0.00
(d) Fair market value of the land(s)	\$0.00
(e) Liens, legacies, annuities and maintenance charges to which transfer is subject	\$0.00
(f) Other valuable consideration subject to land transfer tax (detail below)	\$0.00
(g) Value of land, building, fixtures and goodwill subject to land transfer tax (total of (a) to (f))	\$250,000.00
(h) VALUE OF ALL CHATTELS - items of tangible personal property	\$0.00
(i) Other considerations for transaction not included in (g) or (h) above	\$0.00
(j) Total consideration	\$250,000.00

6. Other remarks and explanations, if necessary.

1. The information prescribed for purposes of section 5.0.1 of the Land Transfer Tax Act is not required to be provided for this conveyance.
2. The transferee(s) has read and considered the definitions of "designated land", "foreign corporation", "foreign entity", "foreign national", "specified region" and "taxable trustee" as set out in subsection 1(1) of the Land Transfer Tax Act. The transferee(s) declare that this conveyance is not subject to additional tax as set out in subsection 2(2.1) of the Act because:
3. (a) This is not a conveyance of land that is located within the "specified region"
4. The transferee(s) declare that they will keep at their place of residence in Ontario (or at their principal place of business in Ontario) such documents, records and accounts in such form and containing such information as will enable an accurate determination of the taxes payable under the Land Transfer Tax Act for a period of at least seven years.
5. The transferee(s) agree that they or the designated custodian will provide such documents, records and accounts in such form and containing such information as will enable an accurate determination of the taxes payable under the Land Transfer Tax Act, to the Ministry of Finance upon request.

PROPERTY Information Record

A. Nature of Instrument: Transfer: Power Of Sale
LRO 12 Registration No. CE907654 Date: 2019/09/17

B. Property(s): PIN 01082 - 0207 Address 5951 WYANDOTTE STREET EAST WINDSOR Assessment 3739060 - 10003000 Roll No

C. Address for Service: 140 Chambers Drive, Tecumseh, Ontario N8N 4T5

D. (i) Last Conveyance(s): PIN 01082 - 0207 Registration No. CE68328
(ii) Legal Description for Property Conveyed: Same as in last conveyance? Yes No Not known

E. Tax Statements Prepared By: Kenneth Brian Rohaly
570 Chatham Street West
Windsor N9A 5N2

LRO # 12 Transfer: Power Of Sale
The applicant(s) hereby applies to the Land Registrar.

Received as CE907654 on 2019 09 17 at 12:46
yyyy mm dd Page 2 of 3

Signed By

Kenneth Brian Rohaly

570 Chatham Street West
Windsor
N9A 5N2

acting for
Transferee(s)

Signed 2019 09 17

Tel 519-254-3555

Fax 519-254-2234

I am the solicitor for the transferee(s) and I am not one and the same as the solicitor for the transferor(s).

I have the authority to sign and register the document on behalf of the Transferee(s).

Submitted By

ROHALY LAW PROFESSIONAL CORPORATION

570 Chatham Street West
Windsor
N9A 5N2

2019 09 17

Tel 519-254-3555

Fax 519-254-2234

Fees/Taxes/Payment

Statutory Registration Fee	\$64.40
Provincial Land Transfer Tax	\$2,225.00
Total Paid	\$2,289.40

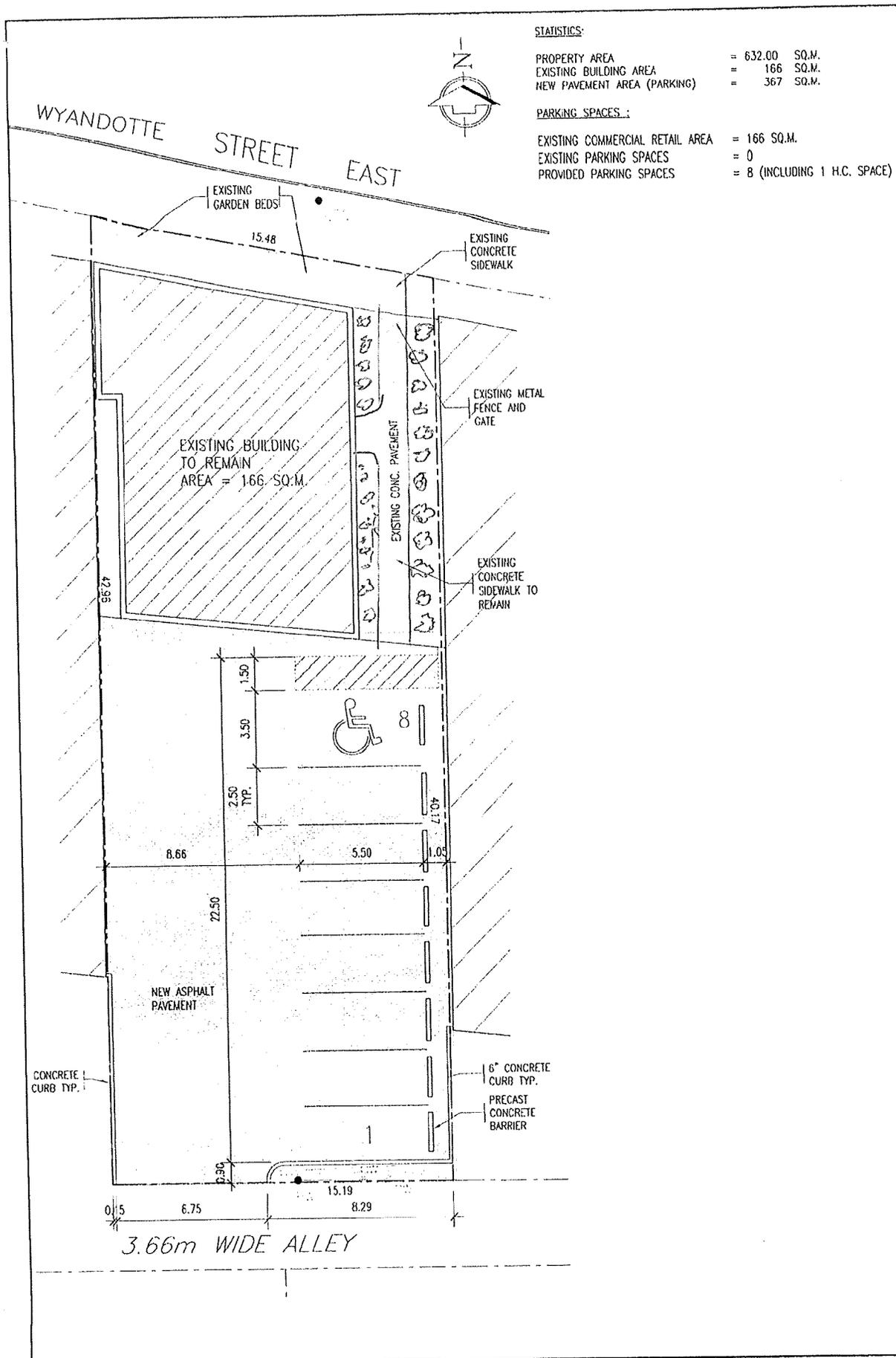
File Number

Transferor Client File Number :

LBN#114676

Transferee Client File Number :

VASOVSKI - P190821D



PROJECT : 5951 WYANDOTTE ST.E. PAVEMENT ADDITION	DWG. TITLE : PROPOSED SITE PLAN AND STATISTICS	DATE : JUN 01, 2020	HADDAD, MORGAN AND ASSOCIATES LTD.	20-140
		DR. BY : WO	CONSULTING ENGINEERS WINDSOR ONTARIO	SPA-01
		SCALE : 1 = 150		

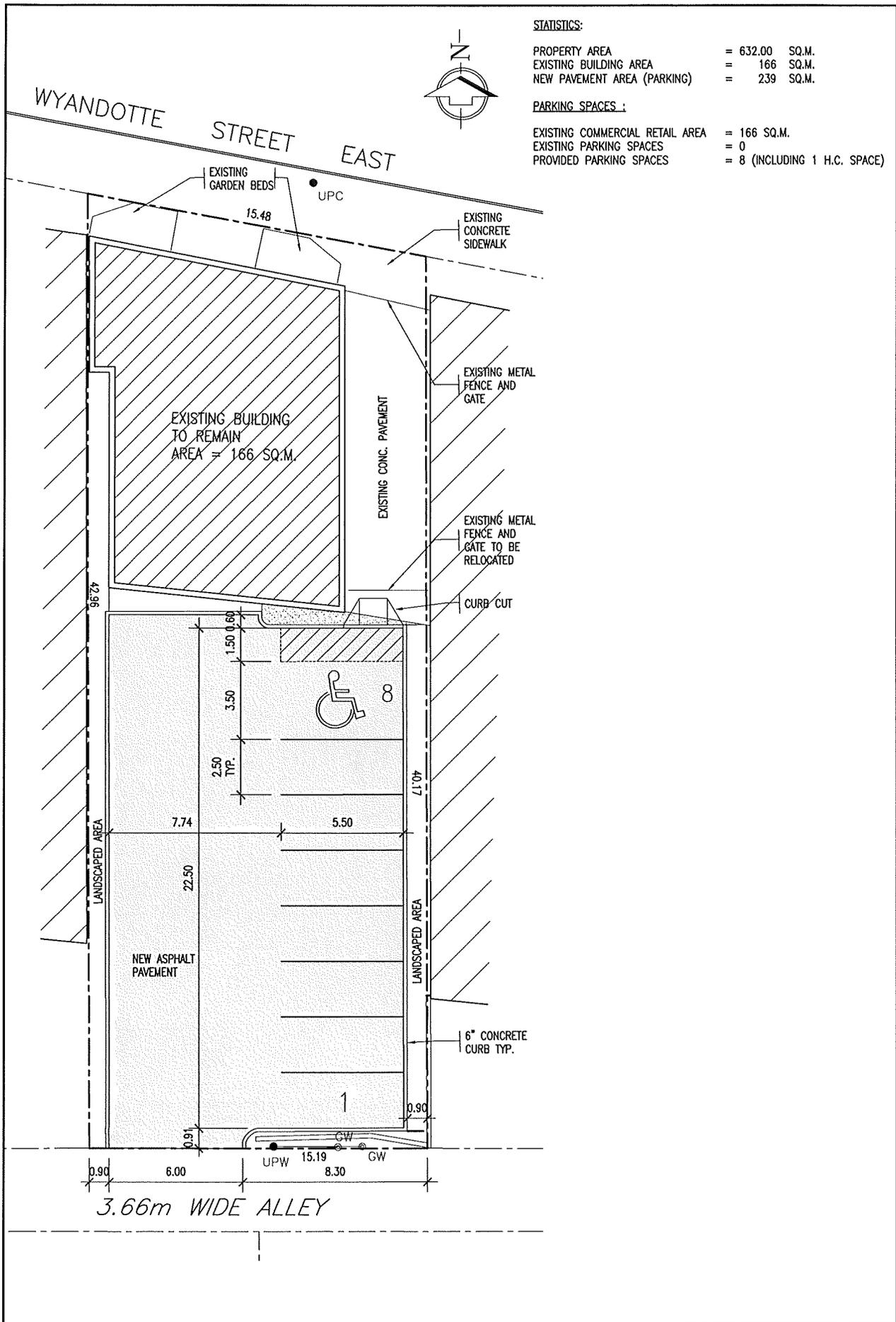


STATISTICS:

PROPERTY AREA = 632.00 SQ.M.
 EXISTING BUILDING AREA = 166 SQ.M.
 NEW PAVEMENT AREA (PARKING) = 239 SQ.M.

PARKING SPACES :

EXISTING COMMERCIAL RETAIL AREA = 166 SQ.M.
 EXISTING PARKING SPACES = 0
 PROVIDED PARKING SPACES = 8 (INCLUDING 1 H.C. SPACE)



PROJECT :
 5951 WYANDOTTE ST.E.
 PAVEMENT ADDITION

DWG. TITLE :
 PROPOSED SITE PLAN AND
 STATISTICS
 Consolidated Agenda - Council Meeting July 22, 2020

DATE : MAY 8, 2020
DR. BY : WD
SCALE : 1:200

HADDAD, MORGAN AND ASSOCIATES LTD.
 CONSULTING ENGINEERS
 WINDSOR ONTARIO
20-148
SPC-P2

25 / 13843



THE CORPORATION OF THE CITY OF WINDSOR
PLANNING AND BUILDING DEPARTMENT
PLANNING DIVISION

Thom Hunt, MCIP, RPP
City Planner/Executive Director

MEMORANDUM

DATE:	June 12, 2020	Our File:	AMT-005/20;SPC-044/04
TO:	City Clerk	RE:	TRANSMITTAL (*)
FROM:	Manager of Urban Design		
RE:	Application For: () Zoning Amendment () Official Plan Amendment (X) Site Plan Approval		

Applicant: MATTHEW LUBBERTS
 Location: 251 WATKINS ST
 Date Application Authorized for Processing: Friday, June 12, 2020

PROPOSED NEW 2 STOREY 6 PLEX

Enclosures:

- (X) 1 copy of Application Form
- (X) 1 copy of Drawings
- () 1 copy of Other (List)

**CITY OF WINDSOR
COUNCIL SERVICES**

JUN 18 2020

RECEIVED

Remarks:

- (*) This information is forwarded pursuant to paragraph (6) of Part B of Report #1 (Revised) of the Committee on Public Access to Information (Adopted by Res M7/82, January 11, 1982)

Neil Robertson, MCIP, RPP
Manager of Urban Design

NR/jc

Enclosures



CORPORATION OF THE CITY OF WINDSOR

PLANNING DEPARTMENT
350 City Hall Square West, Room 210 ♦ Windsor ON N9A 6S1
Tel: (519) 255-6543 ♦ Fax: (519) 255-6544

SITE PLAN APPROVAL APPLICATION

INSTRUCTIONS

Prior to submission, pre-consultation meeting is mandatory in accordance with By-law 199-2007A:

- a) Planning Department – Zoning - to review proposal for zoning compliance
b) Planning Department – Development Division - to review proposal for Official Plan conformance and Site Plan Control guidelines as well as complete application with applicant.

NOTE: Pre-consultation does NOT represent approval or denial of application.

Complete all sections in full including the Authorization and Permission to Enter form. Provide the full name of all contact people and the name of the company.

- NOTE: 1) Applicant is the registered owner and/or new owner (with offer to purchase)
2) Contact will be with the Agent unless otherwise noted.

Review Appendices A, B and C (attached) prior to completing the application.

Submit a copy of the completed and signed application form with all required plans and documents as indicated in Section 8. All plans/drawings shall be accurate, legible, professionally drawn, and folded to an 8 1/2" x 14" size, otherwise submission will not be accepted. In addition to required prints/reductions, submit drawings and complete application in pdf format on compact disc (CD). Files to not exceed 4500 MB.

File names should be legible and clearly indicate the nature of the file, the name of the applicant and the site location.

The Site Plan Approval Officer will review the application and may return it if the application, plans/drawings or documents are incomplete or if the fee is unpaid. All inquiries as to the status of the application should be directed to the Site Plan Approval Officer.

Allow a minimum of eight weeks for processing of the application. Construction season normally requires longer approval times.

APPLICATION FEE

NOTE: Cash or Cheque will be processed when the application has been accepted by the Site Plan Approval Officer for processing. Fee is subject to change. Planning will confirm the application fee category during the pre-consultation process.

Total Fees:

Table with 2 columns: Fee Category and Amount. Rows: Minor Development (\$5940.00), Standard Development (\$8586.00), Major Development (\$11,178.00)

Included in above:

Table with 2 columns: Amount and Description. Rows: \$200.00 ERCA Fee, \$ 50.00 GIS Fee, \$594.00 Landscape and Lighting fee, \$245.00 Building Department Inspection fee, \$825.00 Legal fee, \$300.00 Fire Inspection

In case of a Lease Agreement, the leasee/tenant may be a co-applicant only with the registered owner. If more than one owner is involved.

Planning fee for Residential Development (Heritage Conservation Area): \$205.00

Files with no action for a period of six (6) months or more will be closed. At time of re-opening, a new application is required to be submitted.

SITE PLAN APPROVAL APPLICATION

Please check the representative you consulted with:

Zoning Pre-Consultation: 519-255-6543		
<input type="checkbox"/> Zoning Coordinator ext: 6164		
_____		_____
Signature of Zoning Coordinator		Date of Consultation
Planning Pre-Consultation: 519-255-6543		
<input type="checkbox"/> Site Plan Approval Officer		
<input type="checkbox"/> Planner - Research		
<input type="checkbox"/> Other		
_____		_____
Signature of SPAO / Planner		Date of Consultation
Zoning Pre-Consultation Feedback Provided in Writing: <input type="checkbox"/> Yes <input type="checkbox"/> No		

NOTE: Pre-consultation with additional departments may be required if deemed necessary by the Site Plan Approval Officer (SPAO) or Planner.

1. APPLICANT: <u>MATTHEW LUBBERTS</u>		
Address/City: <u>412 QUEEN ST W CAMBRIDGE</u>		Postal Code: <u>N3C 1H1</u>
Telephone: <u>519-588-8282</u>	Fax: <u>519-651-0156</u>	
Email: <u>matthewlubberts@gmail.com</u>		
2. AGENT: <u>SAME AS APPLICANT</u>		
Address/City: _____		Postal Code: _____
Telephone: _____	Fax: _____	
Email: _____		
3. ARCHITECT/ENGINEER/PLANNER: <u>SAMER NESSIEM ARCHITECT</u>		
Address/City: _____		Postal Code: _____
Telephone: <u>204-509-4991</u>	Fax: _____	
Email: <u>samernessiem@hotmail.com</u>		
4. REGISTERED OWNER: <u>FAMILY SERVICES WINDSOR-ESSEX</u>		
Address/City: <u>1770 LANGLOIR AVE WINDSOR</u>		Postal Code: <u>N82 4K5</u>
Telephone: <u>1-519-980-0256</u>	Fax: <u>JOYCE ZUK</u>	
Email: <u>jzuk@fswe.ca</u>		
5. NEW OWNER (Offer to Purchase): _____		
Address/City: _____		Postal Code: _____
Telephone: _____	Fax: _____	
Email: _____		

SITE PLAN APPROVAL APPLICATION

6. DESCRIPTION OF SUBJECT PROPERTY

Municipal Address: 251 WATKINS ST. WINDSOR

Nearest Street Intersection: _____

Legal Description: _____

Assessment Roll No: _____

7. DETAILED DESCRIPTION OF PROPOSED DEVELOPMENT (use additional pages as required)

a) Existing Land Use: EMPTY RESIDENTIAL LOT

b) Proposed Development: NEW 2 STORY 6 PLEX

c) Site Area (m² / sq ft): _____

	Total/Phase 1	Phase 2	Phase 3
d) Gross Floor Area (m ² / sq ft)			
Existing:	<u>∅</u>	_____	_____
Proposed New:	<u>3575sqm-3840sqft</u>	_____	_____
Total:	_____	_____	_____
e) Parking/Loading/Bicycle Spaces:			
Existing:	<u>0, 0, 0</u>	<u>1 1</u>	<u>1 1</u>
Proposed:	<u>71 0 0</u>	<u>1 1</u>	<u>1 1</u>
Total:	<u>71 0 0</u>	<u>1 1</u>	<u>1 1</u>
f) Total Landscaped Area (m ² / sq ft) <small>(ie. Existing / New)</small>	<u>2005sqm-2160sqft</u>	<u>1</u>	<u>1</u>
g) Total Curbing Length: (m / ft) <small>(ie. Existing / New)</small>	<u>84.6m/ 278ft</u>	<u>1</u>	<u>1</u>
h) Total New Screening Fence Length: <small>(metre / feet)</small>	<u>68m 223ft</u>	_____	_____

8. INFORMATION REQUIREMENTS (items a to k to be checked off by Planning Dept.)
(All plans/drawings to be submitted in folded format 8 1/2" x 14")

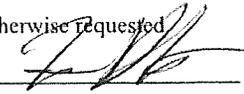
Review Appendix B prior to submission of plans/documents.	Required	Provided
a) Site Plans to scale – 1copy (see item 1e in Appendix B)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b) 11" x 17" BLACK line reduction (site plan/floor plans/elevations) <small>(no blue lines/grey lines to be used in the drawings)</small>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c) Fire Access Route (see item 2b in Appendix B)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d) Building Elevations & Floor Plans to scale – 5 copies	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e) A CD with PDF copy of all drawings & complete application form (pg. 1-3)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
f) Recent Topographic Survey Plan – 2 copies	<input checked="" type="checkbox"/>	<input type="checkbox"/>
g) Property Deed and/or Offer to Purchase	<input checked="" type="checkbox"/>	<input type="checkbox"/>

SITE PLAN APPROVAL APPLICATION

h) Building Cross Section	<input type="checkbox"/>	<input type="checkbox"/>
i) Other: _____	<input type="checkbox"/>	<input type="checkbox"/>
j) Is a firewall incorporated in a building design? (firewall as defined in Ontario Building Code)	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
k) Is a sprinkler or standpipe system installed in a building? (If yes, provide location of Siamese connection on Site Plan)	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO

9. AUTHORIZATION SIGNATURES

All contact will be with the agent unless otherwise requested Contact

Applicant: MATTHEW LUBBERTS  Date: _____

Agent: _____ Date: _____

Registered Owner: _____ Date: _____

10. SPECIES AT RISK ACKNOWLEDGEMENT

Ontario's *Endangered Species Act* protects endangered and threatened species — animals and plants in decline and at risk of disappearing from the province by restricting activities that may affect these plants, animals or their habitats.

I acknowledged that it is my sole responsibility as the Applicant to comply with the provisions of the *Endangered Species Act, 2007, S. O. c.6*. This could require me to register an activity, get a permit or other authorization from the Ministry of Natural Resources and Forestry (MNRF) prior to conducting an activity that could impact an endangered or threatened plant or animal or its habitat. I further acknowledge that any *Planning Act, R.S.O. 1990, c.P.13* approval given by the City of Windsor does not constitute an approval under the *Endangered Species Act*, nor does it absolve me from seeking the necessary authorization, approvals or permits from the MNRF prior to conducting any activity that may affect endangered or threatened plant or animal or its habitat.

Signed: MATTHEW LUBBERTS  Dated: _____

Note to Applicant, Agent, Architect, Engineer or Planner:

Review Appendices A, B and C in full. Incomplete drawings will delay the processing and review of the application. If you have any questions, please contact the Site Plan Approval Officer at (519) 255-6543 ext. 6918.

SITE PLAN APPROVAL APPLICATION

DO NOT COMPLETE BELOW – DEPARTMENT USE ONLY

11. APPLICATION DETAILS

Fee Paid: \$ _____ Receipt No: _____ Date: _____

Planner Initial if Application Complete for Processing: _____

New SPC File No.: SPC- _____ Previous SPC File No.: SPC- _____

Previous File No.: Rezoning: Z- _____ COA: _____ CR: _____

12. AUTHORIZATION TO PROCESS

This application has been received and is accepted for processing as a:

Minor development Standard development. Major development

_____ Date: _____

Melissa Gasic, BARCH, MPL.
Site Plan Approval Officer

See next page for Appendix A

AUTHORIZATION and PERMISSION TO ENTER SCHEDULE:

AUTHORIZATION:

TO: Planning Department for the Corporation of the City of Windsor

DATE: April 11, 2020

I (we) FAMILY SERVICES OF WINDSOR

(owners of the subject lands)

of the CITY OF WINDSOR, hereby authorize and instruct

(Municipality where you reside)

MATTHEW LIBBERTS, MASTER OF BUILDING, to submit an application to the

(agent(s)) ASSEMBLY

Planning Department in respect to 351 WATKINS ST

(Municipal address or legal description)

which I (we) am (are) the registered owner(s), and this shall be my (our) good and sufficient authority to act on my (our) behalf.

(Sign) Note: if the owner is a Corporation

affix seal (if any).

(Sign)

PERMISSION TO ENTER:

TO: Planning Department for the Corporation of the City of Windsor.

I hereby authorize the members of the Site Plan Review Committee/Planning Advisory Committee and/or members of the staff of the Corporation of the City of Windsor to enter upon the subject lands and premises for the purpose of evaluating the merits of this application and subsequently to conduct any inspections and work on the subject lands that may be required as condition of approval. This is their authority for doing so.

Subject Lands:

251 WATKINS WINDSOR ON

Signed:

[Signature]

Date:

April 12, 2020

NOTICE WITH RESPECT TO COLLECTIONS OF PERSONAL INFORMATION:

I/We also acknowledge that the information requested on this form is collected under the authority of The Planning Act, R.S.O. 1990, Chapter P13, as amended. The information is required in order to process the application. The name and business address of the applicant and/or authorized agent is public information. Any other personal information collected will only be used for internal purposes.

Questions about this collection can be made to the Planning Department, 519-235-6543.

Signed:

[Signature]

Date:

April 11, 2020

FREEDOM OF INFORMATION

Under the City of Windsor Freedom of Information By-law, an application accepted by Planning Department is forwarded to the Clerk's Office where it is filed with Council as received and retained on file for public information.

SITE PLAN APPROVAL APPLICATION

APPENDIX A – ADDITIONAL INFORMATION

1. Site plan approval is a type of development control exercised in the City of Windsor where Council or their delegated Planning Official approves site plans and elevation drawings for a proposed development prior to the issuance of a building permit.

2. For purposes of site plan approval, development is defined in By-law #1 2004 as:

“Development means the construction, erection or placing of one or more buildings or structures on land or the making of an addition or alteration to a building or structure that has the effect of substantially increasing the size or usability thereof, or the laying out and establishment of a commercial parking lot.”

Questions on what constitutes a development requiring site plan approval should be directed to Planning Department at (519) 255-6543.

3. Council by By-law #1 2004 has exempted certain classes of development from the requirement for site plan approval including:

“Single detached, semi-detached, duplex and double-duplex dwellings; small commercial and combined commercial-residential buildings and additions; small industrial and institutional buildings and additions; alterations within an existing building; temporary buildings and structures; building features and mechanical elements; parking areas containing less than 5 spaces; and signs.”

4. For the purpose of processing, the Site Plan Approval Officer will classify each application for site plan approval as follows:

“Minor” development is defined as:

- i. Construction of a new stand alone building or a building addition resulting in a maximum total gross floor area of 300 square metres (3,229 square feet) or less on-site; or
- ii. Changing the use of an existing building requiring revisions to facade only; or
- iii. Creation of a parking area with more than 5 and less than 25 parking spaces (total) on-site or reconfiguration of an existing parking area resulting in more than 5 and less than 25 (total) spaces.

“Standard” development is defined as:

- i. Construction of a new building or a building addition resulting in a total gross floor area of between 301 square metres (3,240 square feet) and 9,999 square metres (107,632 square feet) on-site. This includes single or multiple phase development; or
- ii. Creation of a parking area with more than 25 parking spaces (total) on-site or reconfiguration of an existing parking area resulting in more than 25 (total) spaces.

“Major” development is defined as:

- i. Construction of a new building or a building addition resulting in a minimum total gross floor area of 10,000 square metres (107,639 square feet) on-site. This includes single or multiple phase development.”

The application will be processed by Planning Department, reviewed by the Site Plan Approval Officer and forwarded to the applicable approval authority for a decision. (See also Appendix C).

After confirmation from the Site Plan Approval Officer or designate, that the proposal is a “Minor Development” as defined in By-law #1 – 2004.

5. Council has delegated its site plan approval authority to the delegated officials except in the locations listed below:

- a) Any development on City-owned lands.
- b) Any development within the Downtown Business Improvement Area.
- c) Any development on the north side of Riverside Drive.
- d) Any development on lands identified in a resolution of Council requiring site plan approval by Council.

Where Council is the site plan approval authority, Planning Department will prepare and forward a report to Council for a decision.

6. As a condition of site plan approval, the owner of the land is required to develop in accordance with the approved plan(s) and to provide required facilities, such as landscaping, lighting, fencing, curbing, road widening, at his/her expense. Bonds or letters of credit are normally required to guarantee the installation and maintenance of required facilities. The requirements are normally provided for in a site plan agreement registered on the title of the property. In some instances, the decision of the delegated official or resolution of Council will be sufficient without an agreement.

SITE PLAN APPROVAL APPLICATION

7. Under the City of Windsor Freedom of Information By-law, an application accepted by Planning Department is forwarded to the Clerk's Office where it is listed with Council as received and retained on file for public information

APPENDIX B – GUIDE FOR PLAN/DOCUMENT PREPARATION (Section 8 of Application Form)

1. ALL PLANS AND DOCUMENTS

- a) A professional architect or engineer should prepare all types of site plan and related drawings.
- b) Prepare plans in full compliance with the Zoning By-law and applicable building code requirements. Site plan approval does not override any zoning, building code and other requirements.
- c) Site plans and elevations for assembly, institutional and high hazard (F-1) occupancies as defined by the Ontario Building Code and all other buildings exceeding 600 square metres in gross floor area or exceeding 3 storey in building height must be prepared for building permit purposes by either a professional engineer or architect (or both) as required by the Ontario Building Code.
- d) Submit plans that are legible, accurate and professionally drawn. Reductions should be a "black line print" and no larger than 28 cm x 43 cm (11" x 17").
- e) In addition to paper application, prints and/or reductions, plans and drawings should be submitted in pdf format on compact disc (CD), not to exceed 4500 MG. ZIP files will not be accepted.
File names should be legible and clearly indicate the nature of the file and include either the SPC file number (SPC-XXX-YY) or the name of the applicant and site location.

2. INFORMATION REQUIREMENTS

It is the responsibility of the agent to ensure that the following information (as applicable) is provided on all submitted plans and documents:

a) Site Plans

- Scale, North Point and Unit of Measurement.
- Site Dimensions (including area) in metric or imperial units.
- Abutting streets and alleys (including right-of-way width) and sidewalks.
- Buildings to be retained and/or expanded (including dimensions).
- Buildings to be erected and/or additions to existing buildings (including dimensions).
- Distance between building(s) and nearest lot line(s)
- Parking areas and loading spaces (including number of spaces, size, aisle width, curbs, surface treatment), vehicular access (including dimensions), vehicular access on adjoining lands.
- Distance from parking areas to buildings and lot lines.
- Proposed areas to be landscaped. Do not show proposed trees on the site plan.
- Existing landscaping features (including trees, shrubs, and hedges) labelled as to species and size. Note any features to be retained, moved and/or removed.
- Walls, fences and landscape features designed for screening.
- Refuse storage areas including fencing and screening details and separation from buildings
- Existing freestanding structures that are to remain.
- Site Statistics: site area, built-up areas, landscaped areas, linear curbing, linear screening, parking/loading breakdown, stacking spaces, etc.
- All easements/land conveyances be accurately shown on site plan

b) Fire Access Route

Applicable to the following buildings:

- Any size for assembly, care or detention, and high hazard industrial occupancies;
 - Exceeding 600 sq. m. (6,460 sq. ft.) in gross floor area or 3 storeys in building height for other occupancies.
 - Distance from fire hydrant to principal entrance(s)
 - If sprinklered, note location of Siamese connection on site plan.
- Indicate on the site plan the fire route width, centreline radii, and distances from a fire route to buildings.

SITE PLAN APPROVAL APPLICATION

APPENDIX B – CONTINUED

c) Building Elevations

- Scale.
- Full view of all sides of the building(s) (including features such as awnings, canopies, overhangs, balconies, etc.).
- Dimensions of buildings and the location and size of all doors, windows and other openings.
- All visible exterior finishes labelled as to type.

d) Floor Plans

- Scale. Internal dimensions.
- Full layouts of all floors above and below grade.
- All interior areas labelled as to use

e) Recent Topographic Survey Plans (within last 5 years)

[OLS Plans for development above 25,000 ft / 2322 m²]

- Property dimensions, easements
- Topographic information (including trees, fences, utility vaults, poles, light standards, curbs, signs and vehicular access).

f) Property Deed and/or Offer to Purchase

- The legal description on the deed and/or Offer to Purchase must include the property subject to site plan approval.

The following optional drawings may assist in the evaluation of the application. One or more of the optional drawings may be required as a condition of site plan application and/or approval.

g) Building Cross-Sections

- To illustrate the building features of the development, the applicant may wish to provide cross-sectional views.

h) Landscape Plan

- A landscape plan is usually required as a condition of site plan approval.
- The plan may be provided as part of the application or submitted directly to the Parks Department for approval prior to receiving a building permit.
- For general requirements refer to the "Manual of Landscaping Requirements" available from the Parks Department. General phone number is (519) 253-2300.
- A landscape architect is normally required to prepare the plan.

i) Lighting Plan

- Exterior illumination of the site is required for safety and security reasons, provide information respecting the location, intensity, design and construction of exterior lighting facilities (details vary with scale of development).
- Full cut-off lighting is a requirement of approval.

j) Other Plans

Lot Grading Plan / Storm Detention

- Where problems or potential flooding hazards exist, a lot grading plan showing how storm water will be disposed may be required.

View

- A three-dimensional view of buildings, landscaping, etc. Used to show proposed finishes, scale, relation of elements, etc.

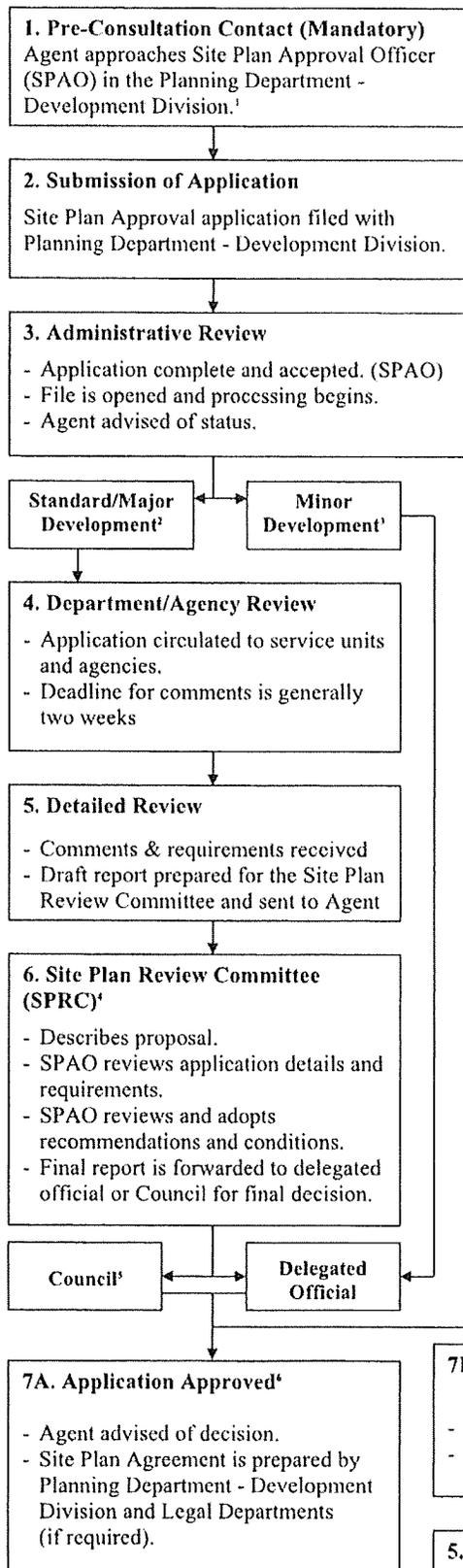
Shadow Plan

- Drawings for all four seasons and various times of day indicating shadow effect on adjacent lands.

Tree survey

SITE PLAN APPROVAL APPLICATION

APPENDIX C – SITE PLAN APPROVAL PROCESS



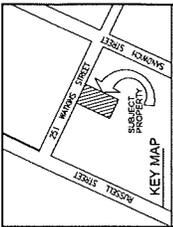
Notes

1. Permit Services, as the result of a development inquiry or building permit application, generally refers applicants or agents to the Site Plan Approval Officer
2. Standard & Major developments that have a significant impact on the current use of the property must undergo the full review process.
3. Minor developments that have an insignificant impact do not undergo a full review process. The Site Plan Approval Officer reviews the application and forwards it to the delegated official for final approval.
4. The Site Plan Review Committee includes representatives from Planning Department - Development Division, Public Works-Traffic, Development & Geomatics, Parks, Windsor Fire & Rescue Services, and Windsor Police Service.
5. Council approval is required in specific areas of the City as per By-law #1 2004. Refer to Appendix A for additional information.
6. **Please allow a minimum of eight weeks for processing of the application.**

Possible Service Units and Agencies Contacted

Planning Department - Development Division – Zoning
 Building Department – Code
 Engineering Dept. - Development & Geomatics
 Engineering Department - Transportation
 Planning Department – Urban Design
 Planning Policy
 Transit Windsor
 Windsor Police Service
 WUC (Water)
 Bell Canada
 Union Gas
 Cogeco Cable
 Canada Post
 WAAC
 ERCA
 WEAC
 CMHC
 Council Member

Parks Department
 Property Negotiator
 Windsor Fire & Rescue Services
 Development Commission
 Enwin Powerlines (Hydro)
 Min. of Environment
 Min. of Transportation
 Public School Board
 Separate School Board
 City Centre Revitalization
 City Centre Business Association
 Local BIA
 Adjacent Municipalities



ARCHITECT
 TEL: (905) 879-8971
 sammas@sammas.com
 118 John Frederick Drive
 Markham, ON
 L3Y 9A5

CONSULTANT
 THE ARCHITECTS ASSOCIATION OF ONTARIO
 1100 SHEPPARD AVENUE EAST, SUITE 100
 SCARBOROUGH, ONTARIO M1S 1T6
 TEL: (416) 291-1111
 WWW.AAONONLINE.COM

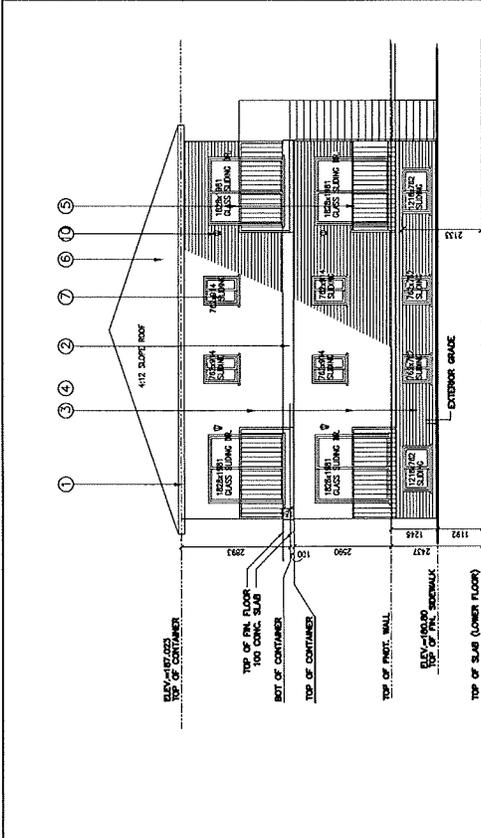
DATE	REVISION

PROJECT NAME
6 UNITS RESIDENTIAL COMPLEX
 251 WARDEN STREET, WINDSOR, ONTARIO

PROJECT TITLE
ELEVATIONS

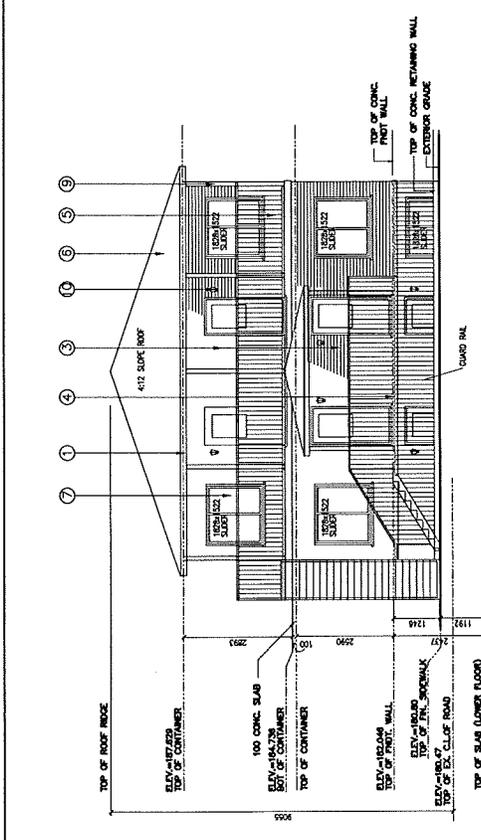
SCALE	1/25	JOB NO.	
DATE	05-15-20	CHECKED BY	SN
DRAWN BY	LN		

SHEET NO.
A3-1



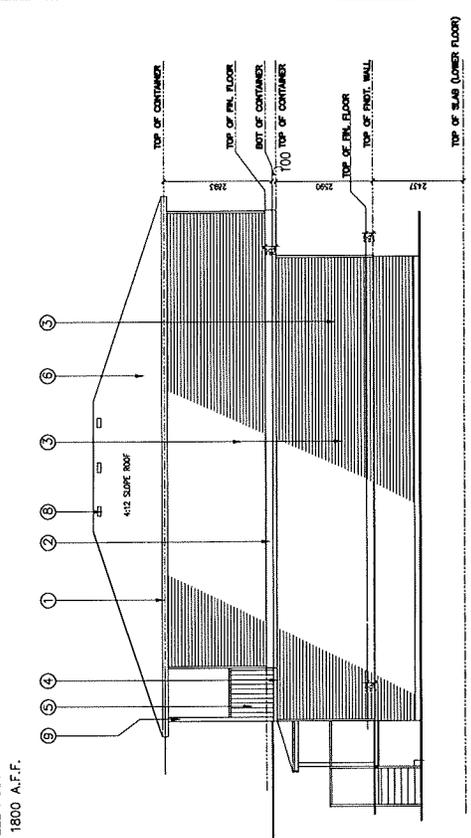
FRONT ELEVATION
 SCALE 1/25

- ① PREFIN. GUTTER
- ② 50 RIGID INSULATION W/ STUCCO FIN.
- ③ HORIZONTAL VINYL SIDING
- ④ CONCRETE BALCONY
- ⑤ GALV. RAILING AND VERT PICKET
- ⑥ 35 YRS ASPHALT SHINGLES
- ⑦ PREFIN. VINYL WINDOW SLIDING
- ⑧ SCREENED ROOF VENT
- ⑨ PAINTED STEEL POST
- ⑩ PORCH LIGHT 1800 A.F.F.

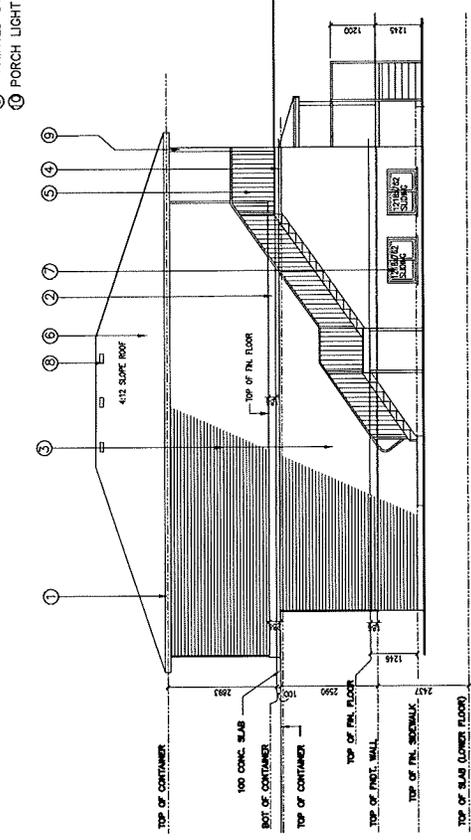


REAR ELEVATION
 SCALE 1/25

- ① PREFIN. GUTTER
- ② 50 RIGID INSULATION W/ STUCCO FIN.
- ③ HORIZONTAL VINYL SIDING
- ④ CONCRETE BALCONY
- ⑤ GALV. RAILING AND VERT PICKET
- ⑥ 35 YRS ASPHALT SHINGLES
- ⑦ PREFIN. VINYL WINDOW SLIDING
- ⑧ SCREENED ROOF VENT
- ⑨ PAINTED STEEL POST
- ⑩ PORCH LIGHT 1800 A.F.F.



LEFT SIDE ELEVATION
 SCALE 1/25



RIGHT SIDE ELEVATION
 SCALE 1/25

SHEET SIZE

PROJECT INFORMATION

Project: RESIDENTIAL ROW HOUSES
6 UNITS COMPLEX

Location: 251 WATKINS STREET
WINDSOR, ONTARIO
Project No.: Z0008

Client: SUMER NESSEB

DESIGNER INFORMATION

Company: KAMO CONSULTING INC.
59 GEORGE STREET NORTH
CAMBRIDGE, ONTARIO
TEL: 519 820-8684

DATE: MAY 26, 2020

SCALE: 1:75

DATE: MAY 26, 2020

SCALE: 1:75

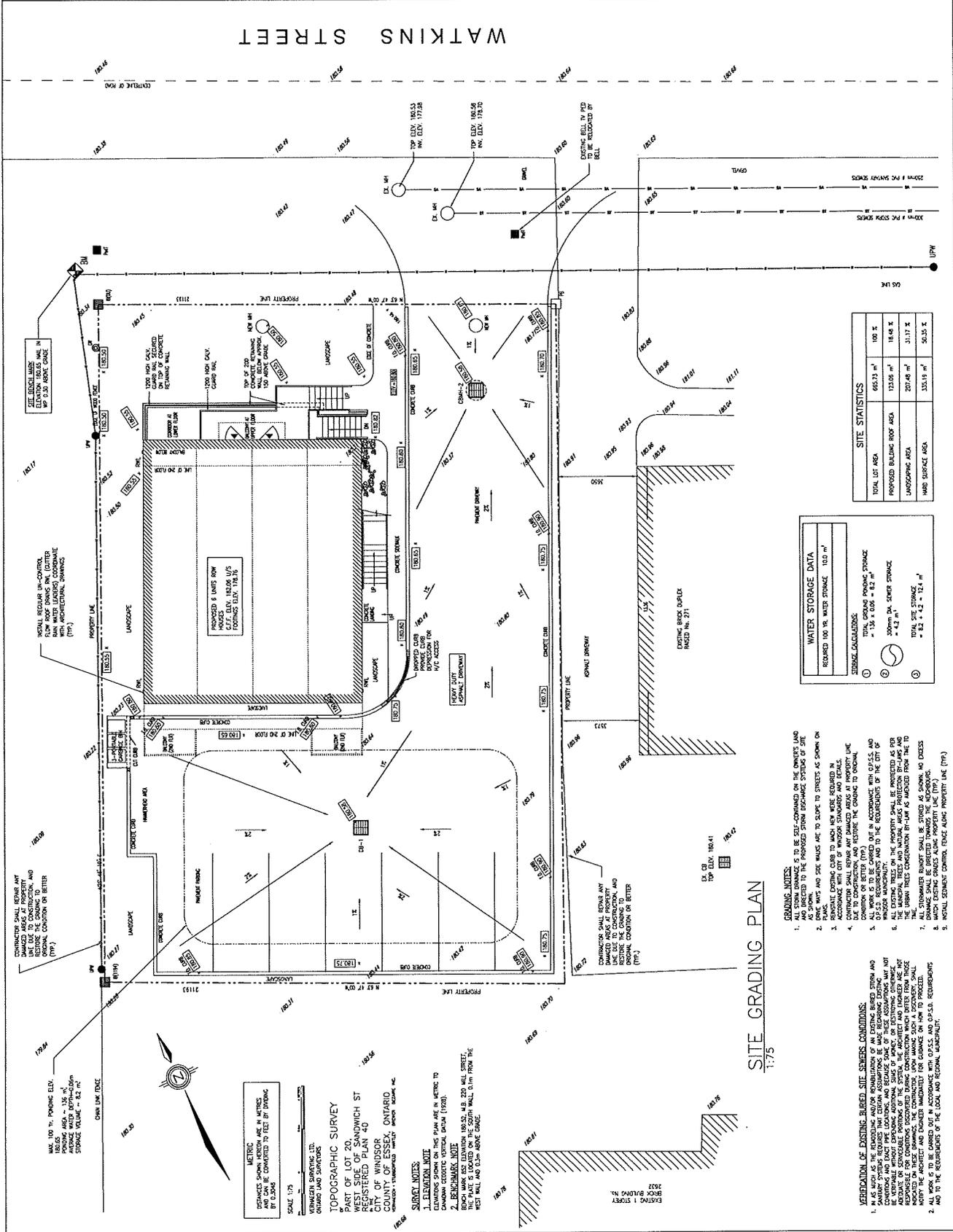
REVISIONS

No.	Description	Date
1	ISSUED FOR BUILDING PERMIT	MAY 26, 2020

APPROVALS

Checked by: [Signature]

Approved by: [Signature]



- GRADING NOTES:**
1. ALL DISTANCES SHOWN ARE TO BE SELF-CORRECTED ON THE GROUND AND ADJUSTED TO THE PROPOSED STORM DRAINAGE SYSTEM OF THE SITE.
 2. ALL DISTANCES AND SIZES ARE TO BE TO CENTER UNLESS SHOWN OTHERWISE.
 3. ALL DISTANCES AND SIZES ARE TO BE TO CENTER UNLESS SHOWN OTHERWISE.
 4. CONTRACTOR SHALL VERIFY ANY DAMAGED AREAS AT PROPERTY LINE AND TO THE REQUISITES OF THE CITY OF WINDSOR MUNICIPALITY.
 5. ALL EXISTING TREES ON THE PROPERTY SHALL BE PROTECTED AS PER THE URBAN TREE CONSERVATION BY-LAW AS ENFORCED FROM THE DATE OF THIS PLAN. ALL TREES TO BE REMOVED SHALL BE IDENTIFIED AND RECORDED IN THE RECORDS OF THE LOCAL AND REGIONAL MUNICIPALITY.
 6. ALL DISTANCES AND SIZES ARE TO BE TO CENTER UNLESS SHOWN OTHERWISE.
 7. ALL DISTANCES AND SIZES ARE TO BE TO CENTER UNLESS SHOWN OTHERWISE.
 8. ALL DISTANCES AND SIZES ARE TO BE TO CENTER UNLESS SHOWN OTHERWISE.
 9. ALL DISTANCES AND SIZES ARE TO BE TO CENTER UNLESS SHOWN OTHERWISE.

WATER STORAGE DATA

REQUIRED 100 YR. WATER STORAGE	100 YR. STORAGE
100 m ³	100 m ³

SURFACE CALCULATIONS

NO.	DESCRIPTION	AREA (m ²)	PERCENTAGE
1	REQUIRED 100 YR. WATER STORAGE	100	100 %
2	PROPOSED BUILDING ROOF AREA	1320.0	18.48 %
3	LANDSCAPING AREA	207.0	29.17 %
4	HAZ. SURFACE AREA	355.0	49.35 %

METRIC

DISTANCES SHOWN ARE IN METERS AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

SCALE: 1:75

VENUE: [Signature]

DATE: [Signature]

TOPOGRAPHIC SURVEY

PART OF LOT 20,
WEST SIDE OF WANDWICH ST
CITY OF WINDSOR,
COUNTY OF ESSEX, ONTARIO

SURVEY NOTES:

1. ELEVATION POINT
2. BENCHMARK NOTE

VERIFICATION OF EXISTING BURIED SITE-SERVERS CONDITIONS:

1. IN AS MUCH AS THE REQUISITE AND/OR RECONSTRUCTION OF AN EXISTING BURIED STORM AND SANITARY SYSTEMS REQUIRES THE LOCAL MUNICIPALITY TO BE RESPONSIBLE FOR THE PROTECTION AND MAINTENANCE OF THESE SYSTEMS, THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION AND DEPTH OF THESE SYSTEMS PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION AND DEPTH OF THESE SYSTEMS PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION AND DEPTH OF THESE SYSTEMS PRIOR TO CONSTRUCTION.
2. ALL WORK IS TO BE CARRIED OUT IN ACCORDANCE WITH O.P.S.S. AND O.P.S.S. REQUISITES AND TO THE REQUISITES OF THE LOCAL AND REGIONAL MUNICIPALITY.



CITY OF WINDSOR



DATE: MAY 25, 2020

PROJECT: RESIDENTIAL ROW HOUSES

CLIENT: KAMO CONSULTING INC.

NO. 1: SLOTTED PER BUILDING PERMIT

DATE: MAY 25, 2020

PROJECT: RESIDENTIAL ROW HOUSES

CLIENT: KAMO CONSULTING INC.



DATE: MAY 25, 2020

PROJECT: RESIDENTIAL ROW HOUSES

CLIENT: KAMO CONSULTING INC.

The General Contractor shall check and verify all dimensions and levels before proceeding with the work.

NO. 2: SLOTTED PER BUILDING PERMIT

DATE: MAY 25, 2020

PROJECT: RESIDENTIAL ROW HOUSES

CLIENT: KAMO CONSULTING INC.

NO. 3: SLOTTED PER BUILDING PERMIT

DATE: MAY 25, 2020

PROJECT: RESIDENTIAL ROW HOUSES

CLIENT: KAMO CONSULTING INC.

NO. 4: SLOTTED PER BUILDING PERMIT

DATE: MAY 25, 2020

PROJECT: RESIDENTIAL ROW HOUSES

CLIENT: KAMO CONSULTING INC.

NO. 5: SLOTTED PER BUILDING PERMIT

DATE: MAY 25, 2020

PROJECT: RESIDENTIAL ROW HOUSES

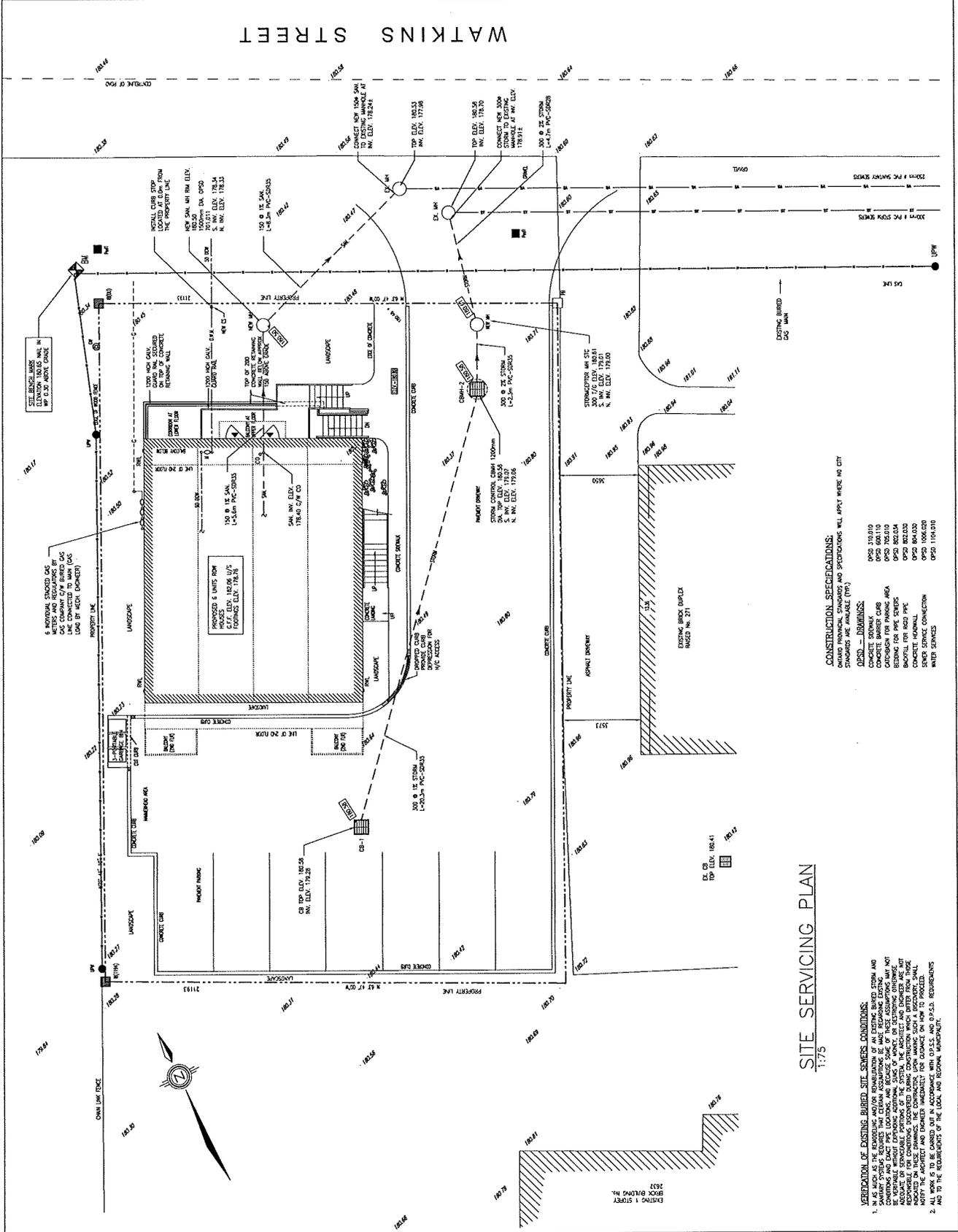
CLIENT: KAMO CONSULTING INC.

NO. 6: SLOTTED PER BUILDING PERMIT

DATE: MAY 25, 2020

PROJECT: RESIDENTIAL ROW HOUSES

CLIENT: KAMO CONSULTING INC.



CONSTRUCTION SPECIFICATIONS:
 UNLESS OTHERWISE SPECIFIED, ALL MATERIALS AND METHODS SHALL BE IN ACCORDANCE WITH THE CANADIAN STANDARDS ASSOCIATION (CSA) AND THE CANADIAN ELECTRICAL CODE (CEC).
 ALL WORK IS TO BE COMPLETED IN ACCORDANCE WITH THE LOCAL AND REGIONAL MUNICIPALITY REQUIREMENTS.
 ALL WORK IS TO BE COMPLETED IN ACCORDANCE WITH THE LOCAL AND REGIONAL MUNICIPALITY REQUIREMENTS.

VERIFICATION OF EXISTING BURIED SITE-SERVING CONDITIONS:
 1. IN AS MUCH AS THE REMEDIATION AND/OR DEMOLITION OF AN EXISTING BURIED STORM AND SANITARY SYSTEMS REQUIRES THAT CERTAIN ASSUMPTIONS BE MADE REGARDING EXISTING CONDITIONS, THE CONTRACTOR SHALL VERIFY THE LOCATION AND DEPTH OF ALL EXISTING UTILITY LINES AND BE RESPONSIBLE WITHOUT EXTENDING ADDITIONAL STAKE OR EXISTING INTERFERENCE. THE CONTRACTOR SHALL VERIFY THE LOCATION AND DEPTH OF ALL EXISTING UTILITY LINES BY CONDUCTING PROPOSED UTILITY LOCATING AND MARKING WORK. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FOR THIS WORK. ALL WORK IS TO BE COMPLETED IN ACCORDANCE WITH THE LOCAL AND REGIONAL MUNICIPALITY REQUIREMENTS.
 2. ALL WORK IS TO BE COMPLETED IN ACCORDANCE WITH THE LOCAL AND REGIONAL MUNICIPALITY REQUIREMENTS.

ASSOCIATION OF ONTARIO
LAND SURVEYORS
1744 SHEPPARD AVENUE EAST
TORONTO, ONTARIO M2M 1K7
211-4487

TOPOGRAPHIC SURVEY
OF
PART OF LOT 20,
WEST SIDE OF SANDWICH STREET
REGISTERED PLAN 40
IN THE
CITY OF WINDSOR
COUNTY OF ESSEX, ONTARIO

© VERHAEGEN • STUBBERFELD • HARTLEY • BREMER • BEZARE INC.

SCALE = 1:250

LEGEND AND NOTES
BEARINGS ARE UTM GRID DERIVED FROM OBSERVED REFERENCE POINTS "X" AND "Y" BY REAL TIME NETWORK OBSERVATIONS.
DISTANCES ON THIS PLAN ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.99993958.

- ALL MONUMENTS SHOWN THUSLY □ ARE IRON BARS (B) UNLESS OTHERWISE NOTED.
- 58 DENOTES 25mm X 25mm X 1.22m STANDARD IRON BAR
- 59 DENOTES 19mm diameter X 0.61m SHORT STANDARD IRON BAR
- 60 DENOTES 19mm diameter X 0.61m ROUND IRON BAR
- 61 DENOTES CUT-CROSS
- 62 DENOTES 25mm X 25mm STEEL PIN PLASTIC BAR
- 63 DENOTES SURVEY MONUMENT FOUND
- 64 DENOTES SURVEY MONUMENT SET/REMARKED 1744
- 65 DENOTES SET
- 66 DENOTES OBSERVED REFERENCE POINT
- 67 DENOTES DEED
- 68 DENOTES SET PROPORTIONALLY
- 69 DENOTES SET PROPORTIONALLY
- 70 DENOTES PLANNED UNDERGROUND UTILITIES EXIST.
- (P) DENOTES PLANNED UNDERGROUND UTILITIES EXIST.
- (PH) DENOTES PLANNED UNDERGROUND HYDRO LINE
- (S) DENOTES SANITARY SEWER
- (SS) DENOTES SANITARY SEWER
- (ST) DENOTES STORM SEWER
- (G) DENOTES GAS LINE
- (H) DENOTES OVERHEAD HYDRO LINE
- (C) DENOTES COMBINED SEWER
- (S) DENOTES SANITARY SEWER
- (ST) DENOTES STORM SEWER

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:
1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT,
THE SURVEYORS ACT AND THE REGULATION THEREUNDER.
2. THIS SURVEY WAS COMPLETED ON THE 6th DAY OF FEBRUARY, 2020.

DATE: FEBRUARY 13, 2020
Ray Simons
RAY A. SIMONS
ONTARIO LAND SURVEYOR



VERHAEGEN
SURVEYING
LAND SURVEYORS
A DIVISION OF J.D. BARNES LTD.
941 OTTAWA STREET, WINDSOR, ON, N9K 2E1
T: (519) 258-1772 F: (519) 258-1791 www.jdbarnes.com

DRAWN BY: A.J.M. CHECKED BY: RAS. REFERENCE NO.: 20-47-472-00
FILE: 20-47-472-00.dwg E-40-W/S SANDWICH-2 CAD Date: February 13, 2020 10:56 AM
CAD File: 20-47-472-00.dwg

WATKINS STREET
(20.12m WIDE AS PER REGISTERED PLAN 40)
PLAN 01591-0015

"METRIC"
Distances and coordinates shown on this plan are in meters. To convert to feet, multiply by 3.28084.

SITE BENCH MARK
ELEVATION 180.65
NAIL IN W/P SUB-PAVING DRONE



EAST SIDE OF SANDWICH STREET REGISTERED
PLAN 01591-0012
ELEVATION 180.52
BENCH MARK 852
M.B. 220 WEST STREET, THE PLATE IS LOCATED ON THE SOUTH WALL, 0.1m FROM THE WEST WALL AND 0.3m ABOVE GRADE.

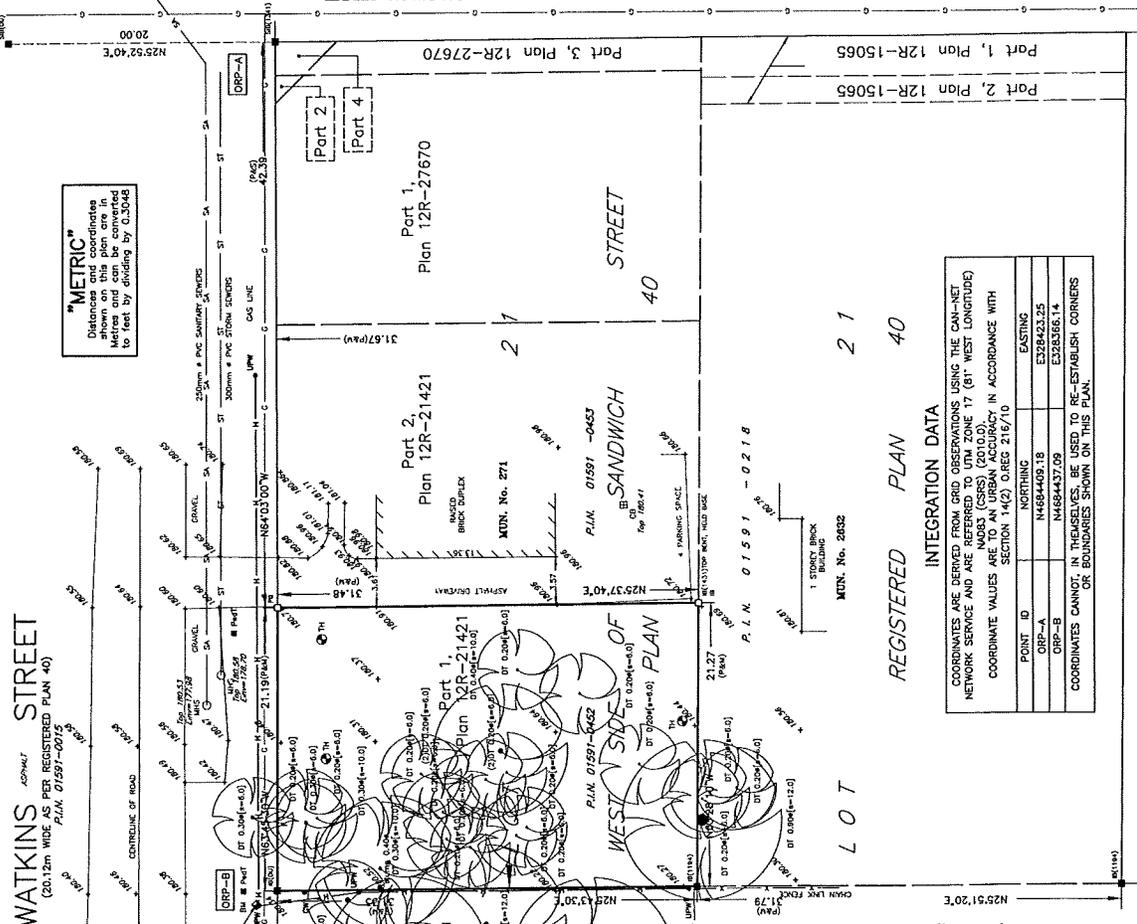
SITE BENCH MARK
ELEVATION 180.65
NAIL IN W/P 0.30 ABOVE GRADE.

ELEVATIONS
ELEVATIONS SHOWN ON THIS PLAN ARE IN METRIC TO CANADIAN GEODETIC VERTICAL DATUM (1928)

BENCH MARK 852
M.B. 220 WEST STREET, THE PLATE IS LOCATED ON THE SOUTH WALL, 0.1m FROM THE WEST WALL AND 0.3m ABOVE GRADE.

SITE BENCH MARK
ELEVATION 180.65
NAIL IN W/P 0.30 ABOVE GRADE.

AREA
0.067 Hectares



INTEGRATION DATA

COORDINATES ARE DERIVED FROM GRID OBSERVATIONS USING THE CAN-NET NETWORK SERVICE AND ARE REFERRED TO UTM ZONE 17 (81° WEST LONGITUDE) MGRS (CGRS) (2010.00) IN ACCORDANCE WITH SECTION 14(2) OF THE SURVEYS ACT, 1990.

POINT ID	NORTHING	EASTING
GRP-A	14884405.18	E328423.25
GRP-B	14884437.09	E328366.14

COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

25 / 13846



THE CORPORATION OF THE CITY OF WINDSOR
PLANNING AND BUILDING DEPARTMENT
PLANNING DIVISION

Thom Hunt, MCIP, RPP
City Planner/Executive Director

MEMORANDUM

DATE:	June 24, 2020	Our File:	SPC-013/20
TO:	City Clerk	RE:	TRANSMITTAL (*)
FROM:	Manager of Urban Design		
RE:	Application For: () Zoning Amendment () Official Plan Amendment (X) Site Plan Approval		

Applicant: DUO FRATRES INC.
Location: 1370 ARGYLE RD
Date Application Authorized for Processing: Wednesday, June 24, 2020

NEW MULTI UNIT RESIDENTIAL

Enclosures:

- (X) 1 copy of Application Form
- (X) 1 copy of Drawings
- () 1 copy of Other (List)

CITY OF WINDSOR
COUNCIL SERVICES

JUN 26 2020

RECEIVED

Remarks:

- (*) This information is forwarded pursuant to paragraph (6) of Part B of Report #1 (Revised) of the Committee on Public Access to Information (Adopted by Res M7/82, January 11, 1982)

Neil Robertson, MCIP, RPP
Manager of Urban Design

NR/jc

Enclosures

SITE PLAN APPROVAL APPLICATION

INSTRUCTIONS

Prior to submission, pre-consultation meeting is mandatory in accordance with By-law 199-2007A:

- a) Planning Department – Zoning - to review proposal for zoning compliance
- b) Planning Department – Development Division - to review proposal for Official Plan conformance and Site Plan Control guidelines as well as complete application with applicant.

NOTE: Pre-consultation does NOT represent approval or denial of application.

Complete all sections in full including the Authorization and Permission to Enter form. Provide the full name of all contact people and the name of the company. **If the applicant is a registered numbered company, principles names must be provided and/or a corporate profile report. Without providing this information, the application will be deemed incomplete and delays in processing may occur.**

- NOTE:**
- 1) Applicant is the registered owner and/or new owner (with offer to purchase)
 - 2) Contact will be with the Agent unless otherwise noted.

Review Appendices A, B and C (attached) prior to completing the application.

Submit a copy of the completed and signed application form with all required plans and documents as indicated in Section 8. All plans/drawings shall be accurate, legible, professionally drawn, and **folded** to an 8½” x 14” size, otherwise submission will not be accepted. In addition to required prints/reductions, submit drawings and complete application in **pdf** format on compact disc (CD). Files to not exceed 4500 MB.

File names should be legible and clearly indicate the nature of the file, the name of the applicant and the site location.

The Site Plan Approval Officer will review the application and may return it if the application, plans/drawings or documents are incomplete or if the fee is unpaid. All inquiries as to the status of the application should be directed to the Site Plan Approval Officer.

Allow a minimum of eight weeks for processing of the application. Construction season normally requires longer approval times.

APPLICATION FEE

NOTE: Cash or Cheque will be processed when the application has been accepted by the Site Plan Approval Officer for processing. Fee is subject to change. Planning will confirm the application fee category during the pre-consultation process.

Total Fees:

Minor Development	\$6099.50
Standard Development	\$8772.50
Major Development	\$11,390.50

Included in above:

\$300.00	ERCA Fee
\$ 50.00	GIS Fee
\$600.00	Landscape and Lighting fee
\$245.00	Building Department Inspection fee (An additional fee of \$75/hr will be applied should the inspection and report preparation exceed 3 hours. Any additional fees will be invoiced through the Building Department)
\$841.50	Legal fee (for preparation of a site plan agreement by the Legal Department. The Legal fee is refundable if no agreement is required as a condition of approval)
\$300.00	Fire Inspection

In case of a Lease Agreement, the leasee/tenant may be a co-applicant only with the registered owner. If more than one owner is involved.

Planning fee for Residential Development (Heritage Conservation Area): \$205.00

Files with no action for a period of six (6) months or more will be closed. At time of re-opening, a new application is required to be submitted.

SITE PLAN APPROVAL APPLICATION

Please check the representative you consulted with:

Zoning Pre-Consultation: 519-255-6543	
<input type="checkbox"/> Zoning Coordinator ext: 6164	
_____	_____
Signature of Zoning Coordinator	Date of Consultation
Planning Pre-Consultation: 519-255-6543	
<input type="checkbox"/> Site Plan Approval Officer	
<input type="checkbox"/> Planner - Research	
<input type="checkbox"/> Other	
_____	_____
Signature of SPAO / Planner	Date of Consultation
Zoning Pre-Consultation Feedback Provided in Writing: <input type="checkbox"/> Yes <input type="checkbox"/> No	

NOTE: Pre-consultation with additional departments may be required if deemed necessary by the Site Plan Approval Officer (SPAO) or Planner.

1. APPLICANT: <u>Duo Fratres Inc.</u>	
Address/City: <u>3200 Electricity Dr., Windsor ON</u>	Postal Code: <u>N8W 5J1</u>
Telephone: <u>519 945 1000 272</u>	Fax: <u>NA</u>
Email: <u>ppoirier@poirierelectric.com</u>	
2. AGENT: <u>Paul Bezaire, Bezaire Partners</u>	
Address/City: <u>302-180 Eugenie St. West, Windsor ON</u>	Postal Code: <u>N8X 2X6</u>
Telephone: <u>519 966 644 /Cell 519 816 6844</u>	Fax: <u>NA</u>
Email: <u>pbezaire@bezaire.ca</u>	
3. ARCHITECT/ENGINEER/PLANNER: <u>Sfera Architectural Associates</u>	
Address/City: <u>4510 Rhodes Dr. Unit 220 Windsor ON</u>	
Postal Code: <u>N8W 5K5</u>	
Telephone: <u>519 254 2600</u>	Fax: _____
Email: <u>jbortolotti@sferaarch.com</u>	
4. REGISTERED OWNER: <u>Duo Fratres Inc.</u>	
Address/City: <u>3200 Electricity Dr., Windsor ONN8W 5J1</u>	Postal Code: _____
Telephone: <u>519 945 1000 272</u>	Fax: <u>NA</u>
Email: <u>ppoirier@poirierelectric.com</u>	
5. NEW OWNER (Offer to Purchase): <u>NA</u>	
Address/City: _____	Postal Code: _____
Telephone: _____	Fax: _____
Email: _____	

SITE PLAN APPROVAL APPLICATION

6. DESCRIPTION OF SUBJECT PROPERTY

Municipal Address: 1370 Argyle Rd., Windsor ON

Nearest Street Intersection: Ottawa St.

Legal Description: PT LOT 95 Concession 1 Sandwich East; PT LOT 96 Concession 1 Sandwich East as in R719035; S/T R800448, City of Windsor

Assessment Roll No: 3739020 - 23004200

7. DETAILED DESCRIPTION OF PROPOSED DEVELOPMENT (use additional pages as required)

a) Existing Land Use: Vacant Manufacturing - Brownfield Site with Heritage Structure

b) Proposed Development: Multi-unit Residential

c) Site Area (m² / sq ft): 6,557.74 sq m

	Total/Phase 1	Phase 2	Phase 3
d) Gross Floor Area (m ² / sq ft)			
Existing:	<u>751.58 s.m.</u>	_____	_____
Proposed New:	<u>7,804.20 s.m.</u>	_____	_____
Total:	<u>8,555.78 s.m.</u>	_____	_____
e) Parking/Loading/Bicycle Spaces:			
Existing:	<u>0 / 0 / 0</u>	<u>/ /</u>	<u>/ /</u>
Proposed:	<u>102 / 2 / 7</u>	<u>/ /</u>	<u>/ /</u>
Total:	<u>102 / 2 / 7</u>	<u>/ /</u>	<u>/ /</u>
f) Total Landscaped Area (m ² / sq ft) <small>(ie. Existing / New)</small>	<u>1,647.20 s.m.</u>	<u>/</u>	<u>/</u>
g) Total Curbing Length: (m / ft) <small>(ie. Existing / New)</small>	<u>/ 318.56 m</u>	<u>/</u>	<u>/</u>
h) Total New Screening Fence Length: <small>(metre / feet)</small>	<u>53.82</u>	_____	_____

8. INFORMATION REQUIREMENTS (items a to k to be checked off by Planning Dept.)
(All plans/drawings to be submitted in folded format 8 1/2" x 14")

Review Appendix B prior to submission of plans/documents.	Required	Provided
a) Site Plans to scale – 1 copy (see item 1e in Appendix B)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
b) 11" x 17" BLACK line reduction (site plan/floor plans/elevations) (no blue lines/grey lines to be used in the drawings)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
c) Fire Access Route (see item 2b in Appendix B)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
d) Building Elevations & Floor Plans to scale – 5 copies	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
e) A CD with PDF copy of all drawings & complete application form (pg. 1-3)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
f) Recent Topographic Survey Plan – 2 copies	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
g) Property Deed and/or Offer to Purchase	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
h) Building Cross Section	<input type="checkbox"/>	<input checked="" type="checkbox"/>

SITE PLAN APPROVAL APPLICATION

i) Other: _____	<input type="checkbox"/>	<input type="checkbox"/>
j) Is a firewall incorporated in a building design? (firewall as defined in Ontario Building Code)	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
k) Is a sprinkler or standpipe system installed in a building? (If yes, provide location of Siamese connection on Site Plan)	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO

9. AUTHORIZATION SIGNATURES

All contact will be with the **agent** unless otherwise requested. Contact

Applicant: _____	Date: _____	<input type="checkbox"/>
Agent: <u>FB</u> _____	Date: 2020 06 01	<input checked="" type="checkbox"/>
Registered Owner: _____	Date: _____	<input type="checkbox"/>

10. SPECIES AT RISK ACKNOWLEDGEMENT

Ontario's *Endangered Species Act* protects endangered and threatened species — animals and plants in decline and at risk of disappearing from the province by restricting activities that may affect these plants, animals or their habitats.

I acknowledged that it is my sole responsibility as the Applicant to comply with the provisions of the *Endangered Species Act, 2007, S. O. c.6*. This could require me to register an activity, get a permit or other authorization from the Ministry of Natural Resources and Forestry (MNRF) prior to conducting an activity that could impact an endangered or threatened plant or animal or its habitat. I further acknowledge that any *Planning Act, R.S.O. 1990, c.P.13* approval given by the City of Windsor does not constitute an approval under the *Endangered Species Act*, nor does it absolve me from seeking the necessary authorization, approvals or permits from the MNRF prior to conducting any activity that may affect endangered or threatened plant or animal or its habitat.

Signed: FB _____ Dated: 2020 06 02

Note to Applicant, Agent, Architect, Engineer or Planner:

Review Appendices A, B and C in full. Incomplete drawings will delay the processing and review of the application. If you have any questions, please contact the Site Plan Approval Officer at (519) 255-6543 ext. 6918.

SITE PLAN APPROVAL APPLICATION

DO NOT COMPLETE BELOW – DEPARTMENT USE ONLY

11. APPLICATION DETAILS

Fee Paid: \$ _____ Receipt No: _____ Date: _____

Planner Initial if Application Complete for Processing: _____

New SPC File No.: SPC- _____ Previous SPC File No.: SPC- _____

Previous File No.: Rezoning: Z- _____ COA: _____ CR: _____

12. AUTHORIZATION TO PROCESS

This application has been received and is accepted for processing as a:

Minor development Standard development. Major development

Date: _____

Melissa Gasic, BARCH, MPL.
Site Plan Approval Officer

See next page for Appendix A

SITE PLAN APPROVAL APPLICATION

APPENDIX A – ADDITIONAL INFORMATION

1. Site plan approval is a type of development control exercised in the City of Windsor where Council or their delegated Planning Official approves site plans and elevation drawings for a proposed development prior to the issuance of a building permit.

2. For purposes of site plan approval, development is defined in By-law #1 2004 as:

“Development means the construction, erection or placing of one or more buildings or structures on land or the making of an addition or alteration to a building or structure that has the effect of substantially increasing the size or usability thereof, or the laying out and establishment of a commercial parking lot.”

Questions on what constitutes a development requiring site plan approval should be directed to Planning Department at (519) 255-6543.

3. Council by By-law #1 2004 has exempted certain classes of development from the requirement for site plan approval including:

“Single detached, semi-detached, duplex and double-duplex dwellings; small commercial and combined commercial-residential buildings and additions; small industrial and institutional buildings and additions; alterations within an existing building; temporary buildings and structures; building features and mechanical elements; parking areas containing less than 5 spaces; and signs.”

4. For the purpose of processing, the Site Plan Approval Officer will classify each application for site plan approval as follows:

“Minor” development is defined as:

- i. Construction of a new stand alone building or a building addition resulting in a maximum total gross floor area of 300 square metres (3,229 square feet) or less on-site; or
- ii. Changing the use of an existing building requiring revisions to facade only; or
- iii. Creation of a parking area with more than 5 and less than 25 parking spaces (total) on-site or reconfiguration of an existing parking area resulting in more than 5 and less than 25 (total) spaces.

“Standard” development is defined as:

- i. Construction of a new building or a building addition resulting in a total gross floor area of between 301 square metres (3,240 square feet) and 9,999 square metres (107,632 square feet) on-site. This includes single or multiple phase development; or
- ii. Creation of a parking area with more than 25 parking spaces (total) on-site or reconfiguration of an existing parking area resulting in more than 25 (total) spaces.

“Major” development is defined as:

- i. Construction of a new building or a building addition resulting in a minimum total gross floor area of 10,000 square metres (107,639 square feet) on-site. This includes single or multiple phase development.”

The application will be processed by Planning Department, reviewed by the Site Plan Approval Officer and forwarded to the applicable approval authority for a decision. (See also Appendix C).

After confirmation from the Site Plan Approval Officer or designate, that the proposal is a “Minor Development” as defined in By-law #1 – 2004.

5. Council has delegated its site plan approval authority to the delegated officials except in the locations listed below:

- a) Any development on City-owned lands.
- b) Any development within the Downtown Business Improvement Area.
- c) Any development on the north side of Riverside Drive.
- d) Any development on lands identified in a resolution of Council requiring site plan approval by Council.

Where Council is the site plan approval authority, Planning Department will prepare and forward a report to Council for a decision.

6. As a condition of site plan approval, the owner of the land is required to develop in accordance with the approved plan(s) and to provide required facilities, such as landscaping, lighting, fencing, curbing, road widening, at his/her expense. Bonds or letters of credit are normally required to guarantee the installation and maintenance of required facilities. The requirements are normally provided for in a site plan agreement registered on the title of the property. In some instances, the decision of the delegated official or resolution of Council will be sufficient without an agreement.

SITE PLAN APPROVAL APPLICATION

7. Under the City of Windsor Freedom of Information By-law, an application accepted by Planning Department is forwarded to the Clerk's Office where it is listed with Council as received and retained on file for public information

APPENDIX B – GUIDE FOR PLAN/DOCUMENT PREPARATION (Section 8 of Application Form)

1. ALL PLANS AND DOCUMENTS

- a) A professional architect or engineer should prepare **all** types of site plan and related drawings.
- b) Prepare plans in full compliance with the Zoning By-law and applicable building code requirements. Site plan approval does not override any zoning, building code and other requirements.
- c) Site plans and elevations for assembly, institutional and high hazard (F-1) occupancies as defined by the Ontario Building Code and all other buildings exceeding 600 square metres in gross floor area or exceeding 3 storey in building height must be prepared for building permit purposes by either a professional engineer or architect (or both) as required by the Ontario Building Code.
- d) Submit plans that are legible, accurate and professionally drawn. Reductions should be a "black line print" and no larger than 28 cm x 43 cm (11" x 17").
- e) In addition to paper application, prints and/or reductions, plans and drawings should be submitted in **pdf** format on compact disc (CD), not to exceed 4500 MG. ZIP files will not be accepted.
- File names should be legible and clearly indicate the nature of the file and include either the SPC file number (SPC-XXX-YY) or the name of the applicant and site location.

2. INFORMATION REQUIREMENTS

It is the responsibility of the **agent** to ensure that the following information (as applicable) is provided on all submitted plans and documents:

a) Site Plans

- Scale, North Point and Unit of Measurement.
- Site Dimensions (including area) in metric or imperial units.
- Abutting streets and alleys (including right-of-way width) and sidewalks.
- Buildings to be retained and/or expanded (including dimensions).
- Buildings to be erected and/or additions to existing buildings (including dimensions).
- Distance between building(s) and nearest lot line(s)
- Parking areas and loading spaces (including number of spaces, size, aisle width, curbs, surface treatment), vehicular access (including dimensions), vehicular access on adjoining lands.
- Distance from parking areas to buildings and lot lines.
- Proposed areas to be landscaped. Do not show proposed trees on the site plan.
- Existing landscaping features (including trees, shrubs, and hedges) labelled as to species and size. Note any features to be retained, moved and/or removed.
- Walls, fences and landscape features designed for screening.
- Refuse storage areas including fencing and screening details and separation from buildings
- Existing freestanding structures that are to remain.
- Site Statistics: site area, built-up areas, landscaped areas, linear curbing, linear screening, parking/loading breakdown, stacking spaces, etc.
- All easements/land conveyances be accurately shown on site plan

b) Fire Access Route

Applicable to the following buildings:

- Any size for assembly, care or detention, and high hazard industrial occupancies;
 - Exceeding 600 sq. m. (6,460 sq. ft.) in gross floor area or 3 storeys in building height for other occupancies.
 - Distance from fire hydrant to principal entrance(s)
 - If sprinklered, note location of Siamese connection on site plan.
- Indicate on the site plan the fire route width, centreline radii, and distances from a fire route to buildings.

SITE PLAN APPROVAL APPLICATION

APPENDIX B – CONTINUED

c) Building Elevations

- Scale.
- Full view of all sides of the building(s) (including features such as awnings, canopies, overhangs, balconies, etc.).
- Dimensions of buildings and the location and size of all doors, windows and other openings.
- All visible exterior finishes labelled as to type.

d) Floor Plans

- Scale. Internal dimensions.
- Full layouts of all floors above and below grade.
- All interior areas labelled as to use

e) Recent Topographic Survey Plans (within last 5 years)

[OLS Plans for development above 25,000 ft / 2322 m²]

- Property dimensions, easements
- Topographic information (including trees, fences, utility vaults, poles, light standards, curbs, signs and vehicular access).

f) Property Deed and/or Offer to Purchase

- The legal description on the deed and/or Offer to Purchase must include the property subject to site plan approval.

The following optional drawings may assist in the evaluation of the application. One or more of the optional drawings may be required as a condition of site plan application and/or approval.

g) Building Cross-Sections

- To illustrate the building features of the development, the applicant may wish to provide cross-sectional views.

h) Landscape Plan

- A landscape plan is usually required as a condition of site plan approval.
- The plan may be provided as part of the application or submitted directly to the Parks Department for approval prior to receiving a building permit.
- For general requirements refer to the “Manual of Landscaping Requirements” available from the Parks Department. General phone number is (519) 253-2300.
- A landscape architect is normally required to prepare the plan.

i) Lighting Plan

- Exterior illumination of the site is required for safety and security reasons, provide information respecting the location, intensity, design and construction of exterior lighting facilities (details vary with scale of development).
- Full cut-off lighting is a requirement of approval.

j) Other Plans

Lot Grading Plan / Storm Detention

- Where problems or potential flooding hazards exist, a lot grading plan showing how storm water will be disposed may be required.

View

- A three-dimensional view of buildings, landscaping, etc. Used to show proposed finishes, scale, relation of elements, etc.

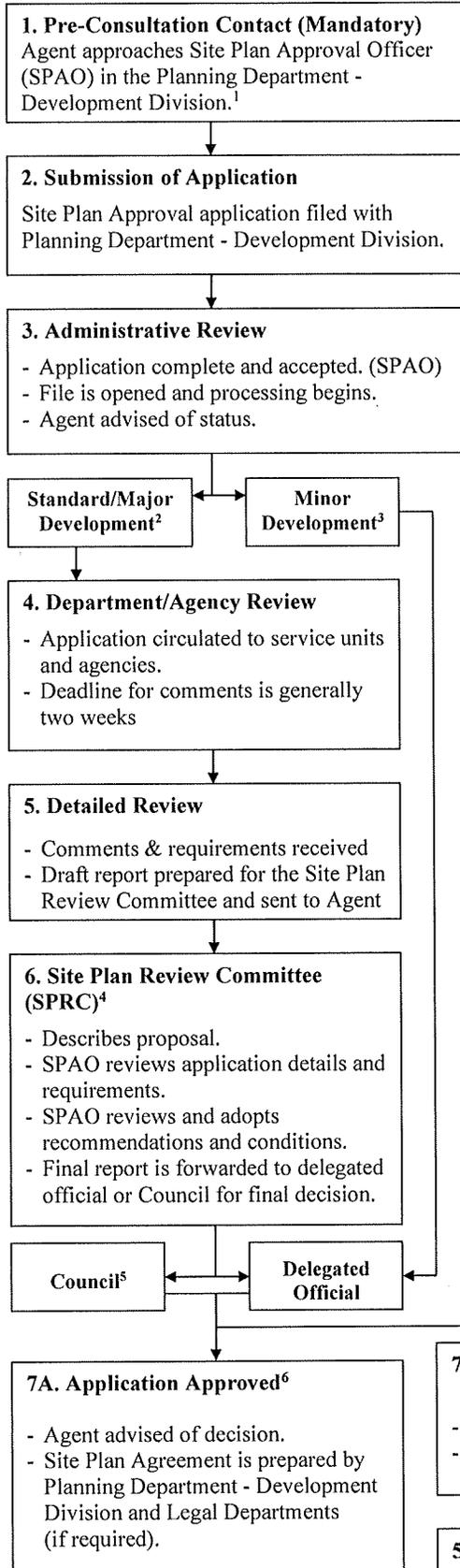
Shadow Plan

- Drawings for all four seasons and various times of day indicating shadow effect on adjacent lands.

Tree survey

SITE PLAN APPROVAL APPLICATION

APPENDIX C – SITE PLAN APPROVAL PROCESS



Notes

1. Permit Services, as the result of a development inquiry or building permit application, generally refers applicants or agents to the Site Plan Approval Officer
2. Standard & Major developments that have a significant impact on the current use of the property must undergo the full review process.
3. Minor developments that have an insignificant impact do not undergo a full review process. The Site Plan Approval Officer reviews the application and forwards it to the delegated official for final approval.
4. The Site Plan Review Committee includes representatives from Planning Department - Development Division, Public Works-Traffic, Development & Geomatics, Parks, Windsor Fire & Rescue Services, and Windsor Police Service.
5. Council approval is required in specific areas of the City as per By-law #1 2004. Refer to Appendix A for additional information.
6. **Please allow a minimum of eight weeks for processing of the application.**

Possible Service Units and Agencies Contacted

Planning Department - Development Division – Zoning
 Building Department – Code
 Engineering Dept. - Development & Geomatics
 Engineering Department - Transportation
 Planning Department – Urban Design
 Planning Policy
 Transit Windsor
 Windsor Police Service
 WUC (Water)
 Bell Canada
 Union Gas
 Cogeco Cable
 Canada Post
 WAAC
 ERCA
 WEAC
 CMHC
 Council Member

Parks Department
 Property Negotiator
 Windsor Fire & Rescue Services
 Development Commission
 Enwin Powerlines (Hydro)
 Min. of Environment
 Min. of Transportation
 Public School Board
 Separate School Board
 City Centre Revitalization
 City Centre Business Association
 Local BIA
 Adjacent Municipalities

AUTHORIZATION and PERMISSION TO ENTER SCHEDULE:

AUTHORIZATION:

TO: Planning Department for the Corporation of the City of Windsor.

DATE: 2020 06 03

I (We) Duo Fratres
(owners of the subject lands)

of the City of Windsor, hereby authorize and instruct
(Municipality where you reside)

Paul Bezaire, Bezaire Partners to submit an application to the
(agent(s))

Planning Department in respect to 1370 Argyle Rd. Windsor ON
(Municipal address or legal description)

which I (we) am (are) the registered owner(s), and this shall be my (our) good and sufficient authority to act on my (our) behalf.

Pierre Poirier (Sign)  is a Corporation
affix seal (if any).

(Sign)

PERMISSION TO ENTER:

TO: Planning Department for the Corporation of the City of Windsor.

I hereby authorize the members of the Site Plan Review Committee/Planning Advisory Committee and/or members of the staff of the Corporation of the City of Windsor to enter upon the subject lands and premises for the purpose of evaluating the merits of this application and subsequently to conduct any inspections and work on the subject lands that may be required as condition of approval. This is their authority for doing so.

Subject Lands: 1370 Argyle Rd. Windsor ON

Signed:  Dated: 2020 06 02

NOTICE WITH RESPECT TO COLLECTIONS OF PERSONAL INFORMATION:

I/We also acknowledge that the information requested on this form is collected under the authority of The Planning Act, R.S.O. 1990, Chapter P13, as amended. The information is required in order to process the application. The name and business address of the applicant and/or authorized agent is public information. Any other personal information collected will only be used for internal purposes.

Questions about this collection can be made to the Planning Department, 519-255-6543.

Signed:  Dated: 2020 06 02

FREEDOM OF INFORMATION

Under the City of Windsor Freedom of Information By-law, an application accepted by Planning Department is forwarded to the Clerk's Office where it is listed with Council as received and retained on file for public information.

TOPOGRAPHIC SURVEY
OF
PART OF LOTS 95 AND 96,
CONCESSION 1
GEOGRAPHIC TOWNSHIP OF SANDWICH EAST
CITY OF WINDSOR,
COUNTY OF ESSEX, ONTARIO
 © VERHAEGEN • STUBBERFIELD • HARTLEY • BREWER • BEZARIE INC.

SCALE: 1" = 20'
 DATE: 05/14/2020

INTEGRATION DATA

CONVEYANCE NO.	DATE	TO	FROM
1	05/14/2020	VERHAEGEN • STUBBERFIELD • HARTLEY • BREWER • BEZARIE INC.	VERHAEGEN • STUBBERFIELD • HARTLEY • BREWER • BEZARIE INC.

ELEVATIONS
 ALL ELEVATIONS ARE IN METERS UNLESS OTHERWISE NOTED.
 BENCHMARK: 1.000 METER
 ELEVATION: 1.000 METER
 BENCH MARK: 1.000 METER
 ELEVATION: 1.000 METER

SITE BENCH MARK
 ALL BENCH MARKS ARE TO BE SET AT THE CORNER OF THE LOT.
 THE BENCH MARK SHALL BE A 100MM DIAMETER IRON PIPE SET IN CONCRETE TO A DEPTH OF 1.000 METER.

CAUTION
 ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
 ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.

TEMPERATURE
 ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
 ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.

- LEGEND**
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DESIGN DATA TABLE

NO.	DESCRIPTION	REMARKS
1	FOUNDATION	CONCRETE ON GRAVEL
2	ROOFING	ASPHALT/FLY ASH
3	WALLS	CONCRETE
4	FLOORS	CONCRETE
5	CEILING	CONCRETE
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ARCHITECTS
 1100 W. 10TH AVENUE
 SUITE 1000
 DENVER, CO 80202
 TEL: 303.733.1800
 FAX: 303.733.1801

ALL RIGHTS RESERVED. NO PART OF THIS DOCUMENT MAY BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT PERMISSION FROM THE ARCHITECT'S OFFICE.

A. DETAIL NO.
 B. DETAILED ON

DESIGNED FOR
 DATE
 DRAWN BY
 DATE
 SET PLAN NUMBER

PROJECT

NEW APARTMENT
 1870 ARBUTLE STREET

WINDROW
 OSWEGO

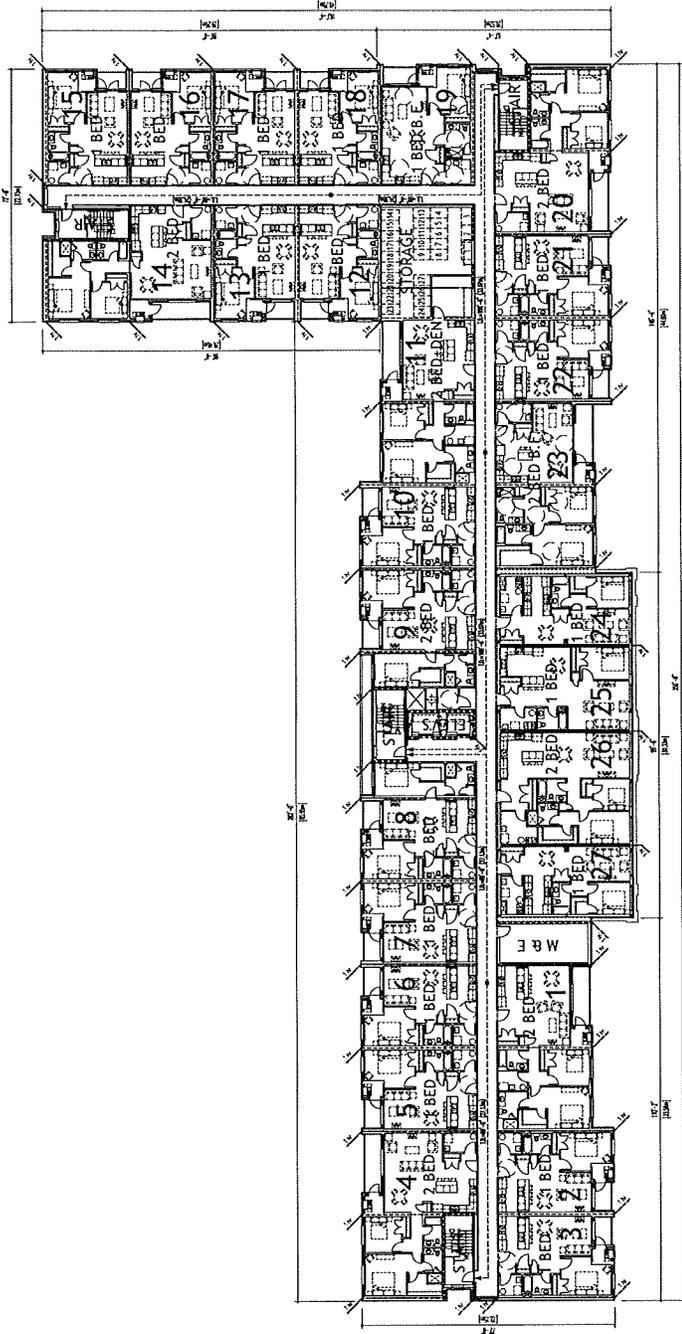
DRAWING TITLE

2nd FLOOR KEY PLAN
 3rd FLOOR KEY PLAN

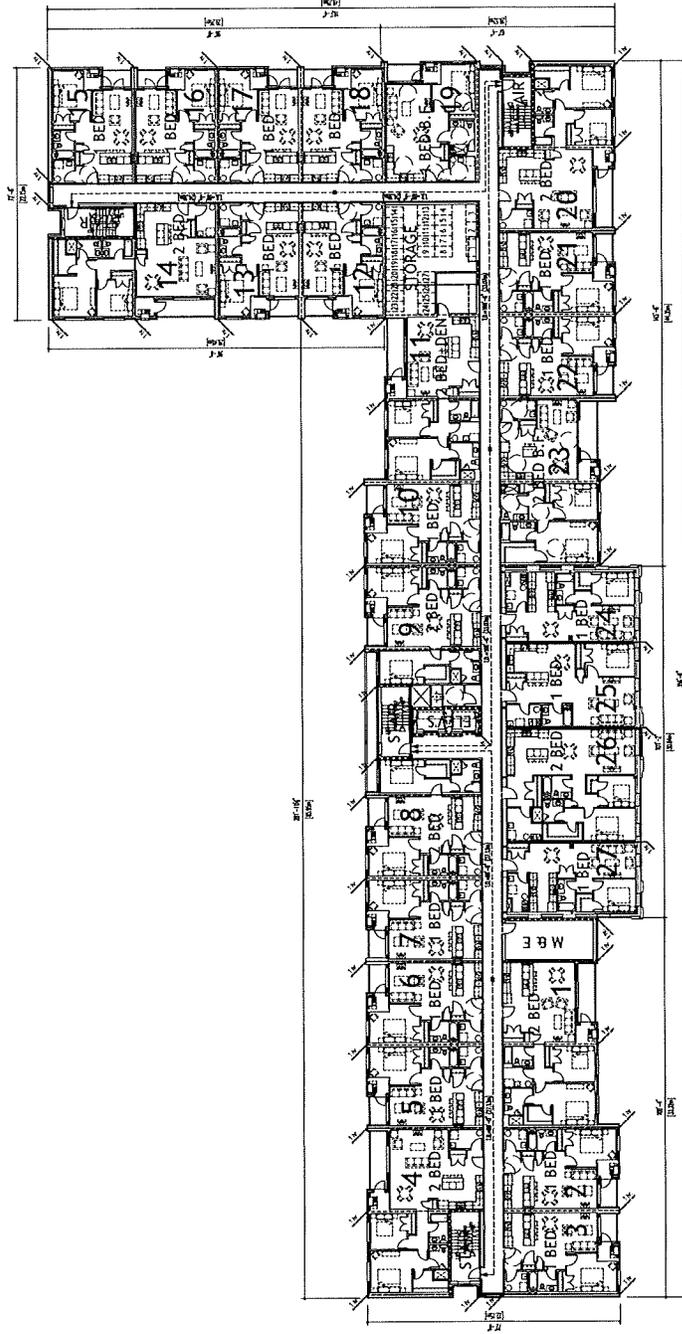
DRAWING DATE: APR. 1, 2022
 DRAWN BY:
 CHECKED BY:

SCALE:
 AS SHOWN
 1/8" = 1'-0"

DRAWING NO.:
A-100
 20108



3rd FLOOR KEY PLAN
 SCALE: 1/8" = 1'-0"



2nd FLOOR KEY PLAN
 SCALE: 1/8" = 1'-0"

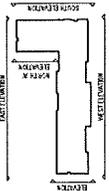


ARCHITECTURAL STUDIO ARCHITECTS
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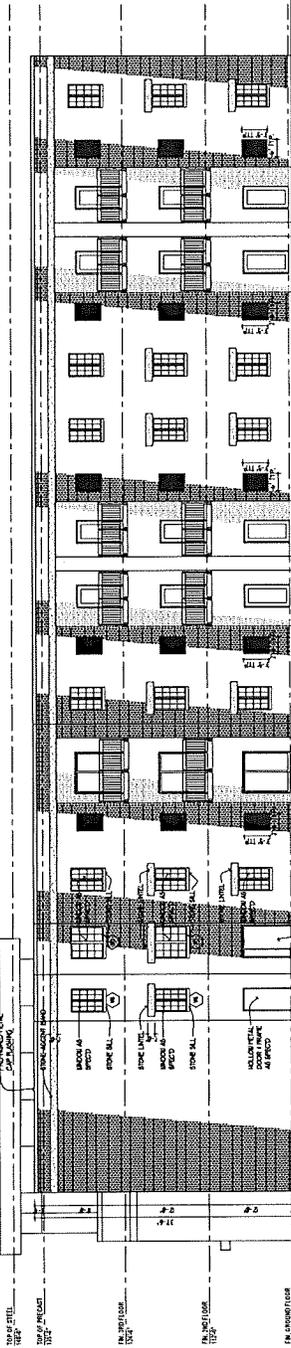
PROJECT: NEW APARTMENT 1870 ARVILLE STREET
 DRAWING TITLE: BUILDING ELEVATIONS
 DRAWING NO.: A-401
 SHEET NO.: 20108
 DRAWING DATE: APR. 1, 2020
 CHECKED BY:
 SCALE: AS SHOWN
 DRAWING NO.: A-401
 SHEET NO.: 20108

EXTERIOR FACADE LEGEND

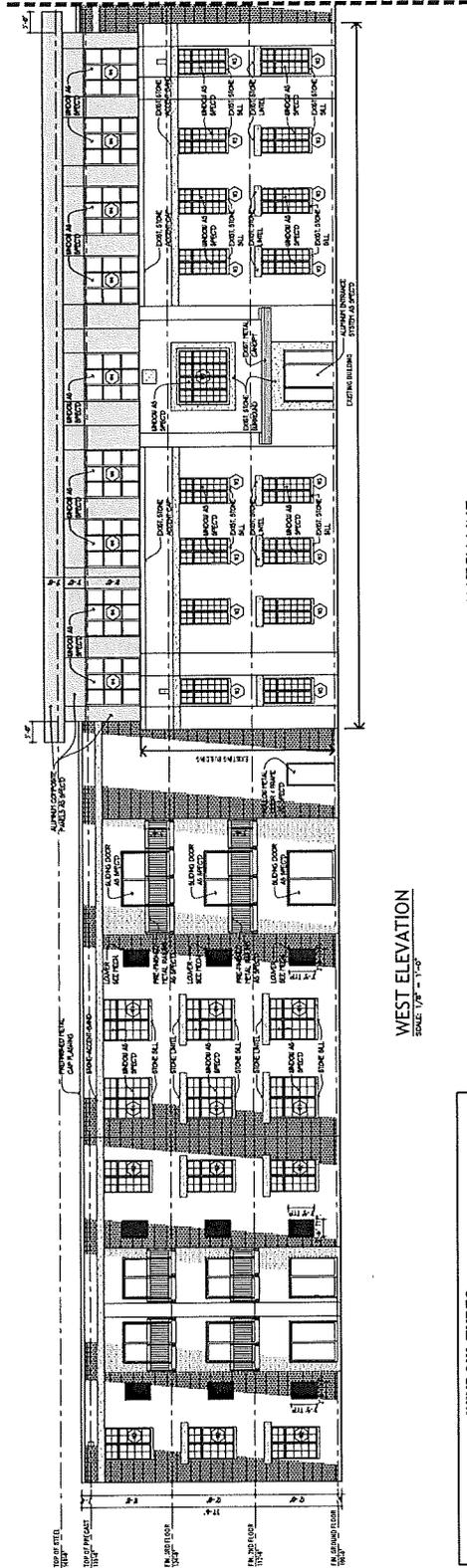
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[Pattern]	ALUMINUM COMPOSITE PANEL
[Pattern]	STONE



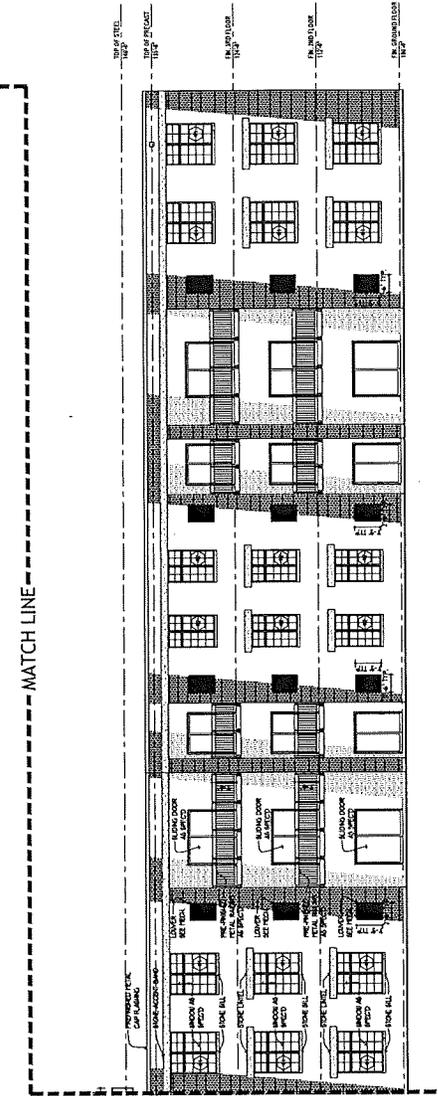
LOCATION PLAN



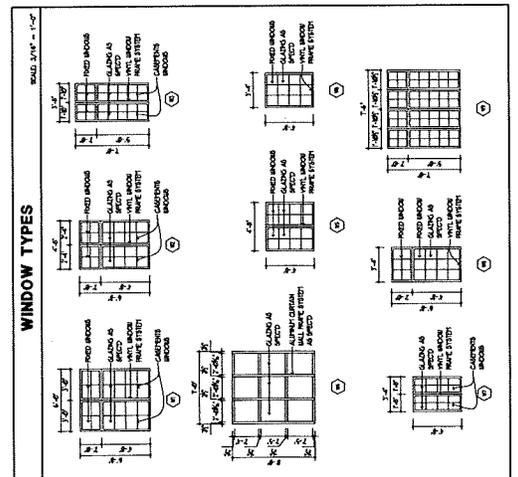
SOUTH ELEVATION
 SCALE: 1/8" = 1'-0"



WEST ELEVATION
 SCALE: 1/8" = 1'-0"



WEST ELEVATION CONT'D
 SCALE: 1/8" = 1'-0"





ARCHITECTS
 1115 22nd Street
 San Francisco, CA 94107
 Phone: 415.774.2000
 Fax: 415.774.2001

PROJECT
**NEW APARTMENT
 1870 AVENUE STREET**

DATE
 MAY 11, 2020

SCALE FOR
 SHEET NO. 20108

DESIGNED BY
 CHECKED BY

DATE
 DRAWN BY

SCALE
 CHECKED BY

DRAWING DATE
 APR. 1, 2020

DRAWING NO.
A-500

PROJECT
**NEW APARTMENT
 1870 AVENUE STREET**

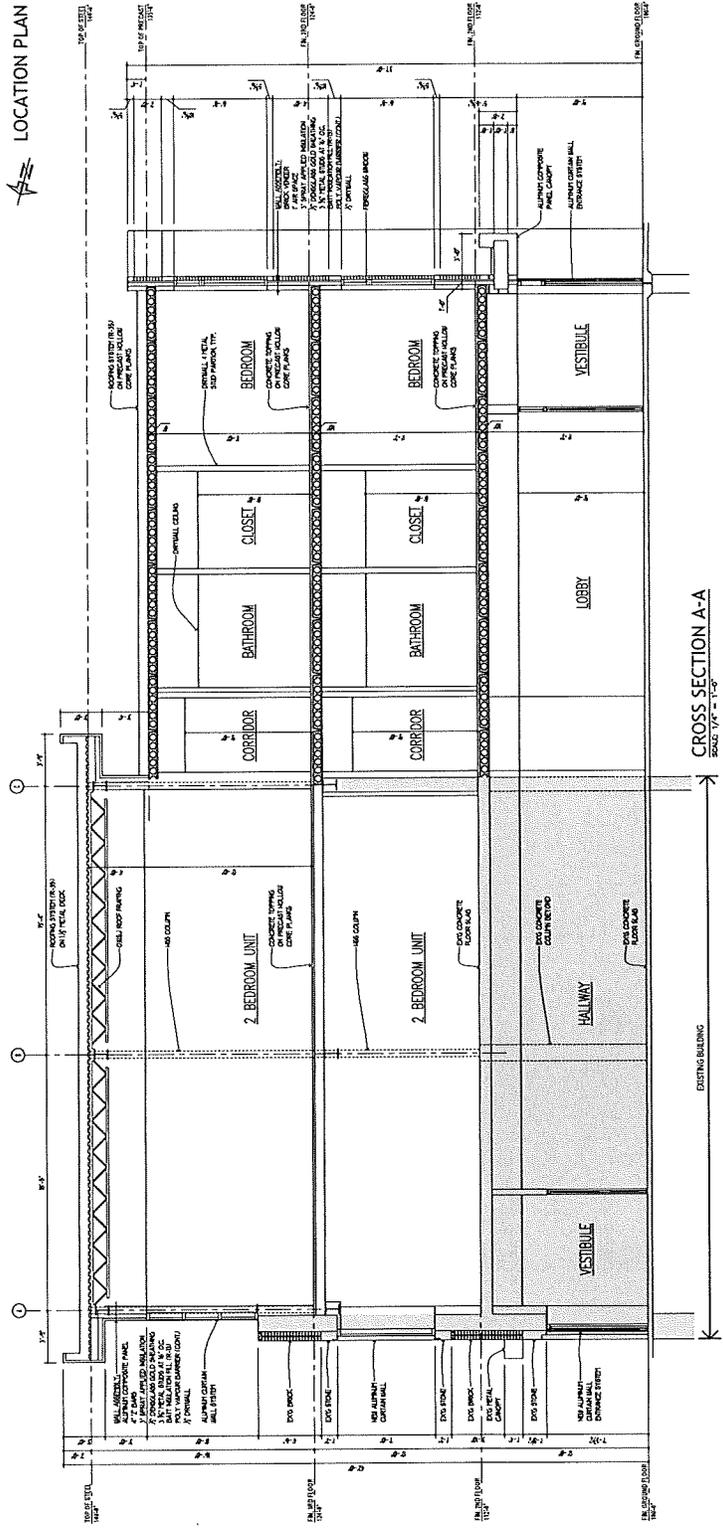
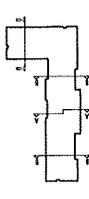
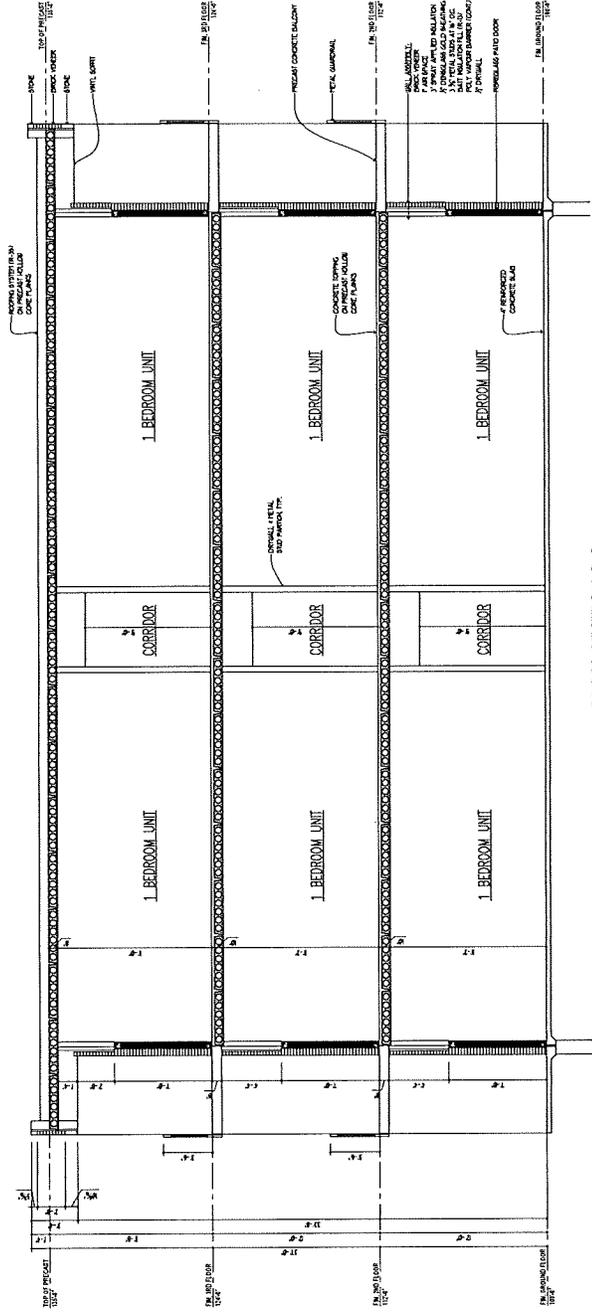
DATE
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SCALE
 CHECKED BY

DRAWING DATE
 APR. 1, 2020

DRAWING NO.
A-500

BUILDING CROSS SECTIONS





CORPORATION OF THE CITY OF WINDSOR

PLANNING DEPARTMENT

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

Tel: (519) 255-6543 ♦ Fax: (519) 255-6544

SITE PLAN APPROVAL APPLICATION

INSTRUCTIONS

Prior to submission, pre-consultation meeting is mandatory in accordance with By-law 199-2007A:

- a) Planning Department – Zoning - to review proposal for zoning compliance
b) Planning Department – Development Division - to review proposal for Official Plan conformance and Site Plan Control guidelines as well as complete application with applicant.

NOTE: Pre-consultation does NOT represent approval or denial of application.

Complete all sections in full including the Authorization and Permission to Enter form. Provide the full name of all contact people and the name of the company. If the applicant is a registered numbered company, principles names must be provided and/or a corporate profile report. Without providing this information, the application will be deemed incomplete and delays in processing may occur.

- NOTE: 1) Applicant is the registered owner and/or new owner (with offer to purchase)
2) Contact will be with the Agent unless otherwise noted.

Review Appendices A, B and C (attached) prior to completing the application.

Submit a copy of the completed and signed application form with all required plans and documents as indicated in Section 8. All plans/drawings shall be accurate, legible, professionally drawn, and folded to an 8 1/2" x 14" size, otherwise submission will not be accepted. In addition to required prints/reductions, submit drawings and complete application in pdf format on compact disc (CD). Files to not exceed 4500 MB.

File names should be legible and clearly indicate the nature of the file, the name of the applicant and the site location.

The Site Plan Approval Officer will review the application and may return it if the application, plans/drawings or documents are incomplete or if the fee is unpaid. All inquiries as to the status of the application should be directed to the Site Plan Approval Officer.

Allow a minimum of eight weeks for processing of the application. Construction season normally requires longer approval times.

APPLICATION FEE

NOTE: Cash or Cheque will be processed when the application has been accepted by the Site Plan Approval Officer for processing. Fee is subject to change. Planning will confirm the application fee category during the pre-consultation process.

Total Fees:

Table with 2 columns: Development Category and Fee Amount. Includes Minor Development (\$6099.50), Standard Development (\$8772.50), and Major Development (\$11,390.50). Note: this project is standard development per definitions below.

Included in above:

- \$300.00 ERCA Fee
\$ 50.00 GIS Fee
\$600.00 Landscape and Lighting fee
\$245.00 Building Department Inspection fee (An additional fee of \$75/hr will be applied should the inspection and report preparation exceed 3 hours. Any additional fees will be invoiced through the Building Department)
\$841.50 Legal fee (for preparation of a site plan agreement by the Legal Department. The Legal fee is refundable if no agreement is required as a condition of approval)
\$300.00 Fire Inspection

In case of a Lease Agreement, the leasee/tenant may be a co-applicant only with the registered owner. If more than one owner is involved.

Planning fee for Residential Development (Heritage Conservation Area): \$205.00

Files with no action for a period of six (6) months or more will be closed. At time of re-opening, a new application is required to be submitted.

SITE PLAN APPROVAL APPLICATION

Please check the representative you consulted with:

Zoning Pre-Consultation: 519-255-6543		
<input type="checkbox"/> Zoning Coordinator ext: 6164		
_____	Signature of Zoning Coordinator	Date of Consultation
Planning Pre-Consultation: 519-255-6543		
<input checked="" type="checkbox"/> Site Plan Approval Officer		
Jason Campigotto		
<input type="checkbox"/> Planner - Research		
<input type="checkbox"/> Other		
_____	Signature of SPAO / Planner	Date of Consultation
Zoning Pre-Consultation Feedback Provided in Writing: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

NOTE: Pre-consultation with additional departments may be required if deemed necessary by the Site Plan Approval Officer (SPAO) or Planner.

1. APPLICANT: Windsor-Essex Catholic District School Board Greg Koppeser		
Address/City: 1325 California Avenue, Windsor, Ontario Postal Code: N9B 3Y6		
Telephone: 519-253-241 Fax: 519-253-8397		
Email: greg_koppeser@wecdsb.on.ca		
2. AGENT: The Ventin Group Ltd., Architects (+VG Architects)		
Address/City: _____ Postal Code: _____		
Telephone: _____ Fax: _____		
Email: ebourdeau@plusvg.com		
3. ARCHITECT/ENGINEER/PLANNER:		
The Ventin Group Ltd., Architects (+VG Architects)		
Address/City: 50 Dalhousie Street, Brantford, Ontario Postal Code: N3T 2H8		
Telephone: 519-754-1652 Fax: _____		
Email: ebourdeau@plusvg.com		
4. REGISTERED OWNER: Windsor-Essex Catholic District School Board		
Address/City: 1325 California Avenue, Windsor, Ontario Postal Code: N9B 3Y6		
Telephone: 519-253-2481 Fax: _____		
Email: terry_lyons@wecdsb.on.ca (Terry Lyons - Director of Education)		
5. NEW OWNER (Offer to Purchase): _____		
Address/City: _____ Postal Code: _____		
Telephone: _____ Fax: _____		
Email: _____		

SITE PLAN APPROVAL APPLICATION

6. DESCRIPTION OF SUBJECT PROPERTY

Municipal Address: 2465 McDougall Avenue and 2400 Ouellette Avenue, Windsor, Ontario

Nearest Street Intersection: _____

Legal Description: Part of Lots 82 to 85, Concession 2 Part of Closed Alley. Reg. Plan 1328 City of Windsor
County of Essex 2465 McDougall St.

Assessment Roll No: _____

7. DETAILED DESCRIPTION OF PROPOSED DEVELOPMENT (use additional pages as required)

a) Existing Land Use: existing light industrial and vacant land

b) Proposed Development: New Secondary School, 2 story structural steel frame with masonry infill, slab on grade - non combustible construction, fully sprinklered. Second floor construction: composite concrete metal deck on steel beams. Roof construction BUR on metal deck on OWSJ sloped to internal drains.

c) Site Area (m² / sq ft): 44,819 sq m

	Total/Phase 1	Phase 2	Phase 3
d) Gross Floor Area (m ² / sq ft)			
Existing:	<u>to be demolished</u>	_____	_____
Proposed New:	<u>9,477 sq m</u>	_____	_____
Total:	<u>9,477 sq m</u>	_____	_____
e) Parking/Loading/Bicycle Spaces:			
Existing:	<u>/ /</u>	<u>/ /</u>	<u>/ /</u>
Proposed:	<u>179 / 2 /30</u>	<u>/ /</u>	<u>/ /</u>
Total:	<u>179 / 2 /30</u>	<u>/ /</u>	<u>/ /</u>
f) Total Landscaped Area (m ² / sq ft) (ie. Existing / New)	<u>/ 27,824 sq m</u>	<u>/</u>	<u>/</u>
g) Total Curbing Length: (m / ft) (ie. Existing / New)	<u>/ 1,515 m</u>	<u>/</u>	<u>/</u>
h) Total New Screening Fence Length: (metre / feet)	<u>365.5 m at tracks</u>	_____	_____

8. INFORMATION REQUIREMENTS (items a to k to be checked off by Planning Dept.)
 (All plans/drawings to be submitted in folded format 8 1/2" x 14")

Review Appendix B prior to submission of plans/documents.	Required	Provided
a) Site Plans to scale – 1 copy (see item 1e in Appendix B)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
b) 11" x 17" BLACK line reduction (site plan/floor plans/elevations) (no blue lines/grey lines to be used in the drawings)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
c) Fire Access Route (see item 2b in Appendix B)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
d) Building Elevations & Floor Plans to scale – 5 copies	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
e) A CD with PDF copy of all drawings & complete application form (pg. 1-3)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
f) Recent Topographic Survey Plan – 2 copies	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
g) Property Deed and/or Offer to Purchase	<input checked="" type="checkbox"/>	<input type="checkbox"/>
h) Building Cross Section	<input type="checkbox"/>	<input checked="" type="checkbox"/>

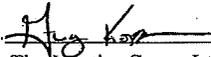
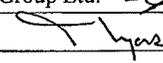
SITE PLAN APPROVAL APPLICATION

i) Other: _____	<input type="checkbox"/>	<input type="checkbox"/>
j) Is a firewall incorporated in a building design? (firewall as defined in Ontario Building Code)	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
k) Is a sprinkler or standpipe system installed in a building? (If yes, provide location of Siamese connection on Site Plan)	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO

9. AUTHORIZATION SIGNATURES

All contact will be with the agent unless otherwise requested.

Contact

Applicant: <u></u>	Date: <u>2020-06-04</u>	<input type="checkbox"/>
Agent: <u>The Ventin Group Ltd. </u>	Date: <u>June 4, 2020</u>	<input checked="" type="checkbox"/>
Registered Owner: <u></u>	Date: <u>2020-06-04</u>	<input type="checkbox"/>

10. SPECIES AT RISK ACKNOWLEDGEMENT

Ontario's *Endangered Species Act* protects endangered and threatened species — animals and plants in decline and at risk of disappearing from the province by restricting activities that may affect these plants, animals or their habitats.

I acknowledge that it is my sole responsibility as the Applicant to comply with the provisions of the *Endangered Species Act, 2007, S. O. c.6*. This could require me to register an activity, get a permit or other authorization from the Ministry of Natural Resources and Forestry (MNRF) prior to conducting an activity that could impact an endangered or threatened plant or animal or its habitat. I further acknowledge that any *Planning Act, R.S.O. 1990, c.P.13* approval given by the City of Windsor does not constitute an approval under the *Endangered Species Act*, nor does it absolve me from seeking the necessary authorization, approvals or permits from the MNRF prior to conducting any activity that may affect endangered or threatened plant or animal or its habitat.

Signed:  Dated: 2020-06-04

Note to Applicant, Agent, Architect, Engineer or Planner:

Review Appendices A, B and C in full. Incomplete drawings will delay the processing and review of the application. If you have any questions, please contact the Site Plan Approval Officer at (519) 255-6543 ext. 6918.

SITE PLAN APPROVAL APPLICATION

DO NOT COMPLETE BELOW – DEPARTMENT USE ONLY

11. APPLICATION DETAILS	
Fee Paid: \$ _____	Receipt No: _____ Date: _____
Planner Initial: _____	Final Application Complete for Processing: _____
New SPC File No: SPC _____	Previous SPC File No: SPC _____
Previous File No: Rezoning: Z _____	COA: _____ CR: _____

12. AUTHORIZATION TO PROCESS	
This application has been received and is accepted for processing as a:	
<input type="checkbox"/> Minor development <input type="checkbox"/> Standard development <input type="checkbox"/> Major development	
	Date: _____
Melissa Grant Site Plan Approval Officer	Ms. BARCE, MPL

See next page for Appendix A

SITE PLAN APPROVAL APPLICATION

APPENDIX A – ADDITIONAL INFORMATION

1. Site plan approval is a type of development control exercised in the City of Windsor where Council or their delegated Planning Official approves site plans and elevation drawings for a proposed development prior to the issuance of a building permit.

2. For purposes of site plan approval, development is defined in By-law #1 2004 as:

“**Development** means the construction, erection or placing of one or more buildings or structures on land or the making of an addition or alteration to a building or structure that has the effect of substantially increasing the size or usability thereof, or the laying out and establishment of a commercial parking lot.”

Questions on what constitutes a development requiring site plan approval should be directed to Planning Department at (519) 255-6543.

3. Council by By-law #1 2004 has exempted certain classes of development from the requirement for site plan approval including:

“Single detached, semi-detached, duplex and double-duplex dwellings; small commercial and combined commercial-residential buildings and additions; small industrial and institutional buildings and additions; alterations within an existing building; temporary buildings and structures; building features and mechanical elements; parking areas containing less than 5 spaces; and signs.”

4. For the purpose of processing, the Site Plan Approval Officer will classify each application for site plan approval as follows:

“**Minor**” development is defined as:

- i. Construction of a new stand alone building or a building addition resulting in a maximum total gross floor area of 300 square metres (3,229 square feet) or less on-site; or
- ii. Changing the use of an existing building requiring revisions to facade only; or
- iii. Creation of a parking area with more than 5 and less than 25 parking spaces (total) on-site or reconfiguration of an existing parking area resulting in more than 5 and less than 25 (total) spaces.

“**Standard**” development is defined as:

- i. Construction of a new building or a building addition resulting in a total gross floor area of between 301 square metres (3,240 square feet) and 9,999 square metres (107,632 square feet) on-site. This includes single or multiple phase development; or
- ii. Creation of a parking area with more than 25 parking spaces (total) on-site or reconfiguration of an existing parking area resulting in more than 25 (total) spaces.

“**Major**” development is defined as:

- i. Construction of a new building or a building addition resulting in a minimum total gross floor area of 10,000 square metres (107,639 square feet) on-site. This includes single or multiple phase development.”

The application will be processed by Planning Department, reviewed by the Site Plan Approval Officer and forwarded to the applicable approval authority for a decision. (See also Appendix C).

After confirmation from the Site Plan Approval Officer or designate, that the proposal is a “Minor Development” as defined in By-law #1 – 2004.

5. Council has delegated its site plan approval authority to the delegated officials except in the locations listed below:

- a) Any development on City-owned lands.
- b) Any development within the Downtown Business Improvement Area.
- c) Any development on the north side of Riverside Drive.
- d) Any development on lands identified in a resolution of Council requiring site plan approval by Council.

Where Council is the site plan approval authority, Planning Department will prepare and forward a report to Council for a decision.

6. As a condition of site plan approval, the owner of the land is required to develop in accordance with the approved plan(s) and to provide required facilities, such as landscaping, lighting, fencing, curbing, road widening, at his/her expense. Bonds or letters of credit are normally required to guarantee the installation and maintenance of required facilities. The requirements are normally provided for in a site plan agreement registered on the title of the property. In some instances, the decision of the delegated official or resolution of Council will be sufficient without an agreement.

SITE PLAN APPROVAL APPLICATION

7. Under the City of Windsor Freedom of Information By-law, an application accepted by Planning Department is forwarded to the Clerk's Office where it is listed with Council as received and retained on file for public information

APPENDIX B – GUIDE FOR PLAN/DOCUMENT PREPARATION (Section 8 of Application Form)

1. ALL PLANS AND DOCUMENTS

- a) A professional architect or engineer should prepare all types of site plan and related drawings.
- b) Prepare plans in full compliance with the Zoning By-law and applicable building code requirements. Site plan approval does not override any zoning, building code and other requirements.
- c) Site plans and elevations for assembly, institutional and high hazard (F-1) occupancies as defined by the Ontario Building Code and all other buildings exceeding 600 square metres in gross floor area or exceeding 3 storeys in building height must be prepared for building permit purposes by either a professional engineer or architect (or both) as required by the Ontario Building Code.
- d) Submit plans that are legible, accurate and professionally drawn. Reductions should be a "black line print" and no larger than 28 cm x 43 cm (11" x 17").
- e) In addition to paper application, prints and/or reductions, plans and drawings should be submitted in pdf format on compact disc (CD), not to exceed 4500 MG. ZIP files will not be accepted.
- File names should be legible and clearly indicate the nature of the file and include either the SPC file number (SPC-XXX-YY) or the name of the applicant and site location.

2. INFORMATION REQUIREMENTS

It is the responsibility of the agent to ensure that the following information (as applicable) is provided on all submitted plans and documents:

a) Site Plans

- Scale, North Point and Unit of Measurement.
- Site Dimensions (including area) in metric or imperial units.
- Abutting streets and alleys (including right-of-way width) and sidewalks.
- Buildings to be retained and/or expanded (including dimensions).
- Buildings to be erected and/or additions to existing buildings (including dimensions).
- Distance between building(s) and nearest lot line(s)
- Parking areas and loading spaces (including number of spaces, size, aisle width, curbs, surface treatment), vehicular access (including dimensions), vehicular access on adjoining lands.
- Distance from parking areas to buildings and lot lines.
- Proposed areas to be landscaped. Do not show proposed trees on the site plan.
- Existing landscaping features (including trees, shrubs, and hedges) labelled as to species and size. Note any features to be retained, moved and/or removed.
- Walls, fences and landscape features designed for screening.
- Refuse storage areas including fencing and screening details and separation from buildings
- Existing freestanding structures that are to remain.
- Site Statistics: site area, built-up areas, landscaped areas, linear curbing, linear screening, parking/loading breakdown, stacking spaces, etc.
- All easements/land conveyances be accurately shown on site plan

b) Fire Access Route

Applicable to the following buildings:

- Any size for assembly, care or detention, and high hazard industrial occupancies;
 - Exceeding 600 sq. m. (6,460 sq. ft.) in gross floor area or 3 storeys in building height for other occupancies.
 - Distance from fire hydrant to principal entrance(s)
 - If sprinklered, note location of Siamese connection on site plan.
- Indicate on the site plan the fire route width, centreline radii, and distances from a fire route to buildings.

SITE PLAN APPROVAL APPLICATION

APPENDIX B – CONTINUED

c) Building Elevations

- Scale.
- Full view of all sides of the building(s) (including features such as awnings, canopies, overhangs, balconies, etc.).
- Dimensions of buildings and the location and size of all doors, windows and other openings.
- All visible exterior finishes labelled as to type.

d) Floor Plans

- Scale. Internal dimensions.
- Full layouts of all floors above and below grade.
- All interior areas labelled as to use

e) Recent Topographic Survey Plans (within last 5 years)

[OLS Plans for development above 25,000 ft / 2322 m²]

- Property dimensions, easements
- Topographic information (including trees, fences, utility vaults, poles, light standards, curbs, signs and vehicular access).

f) Property Deed and/or Offer to Purchase

- The legal description on the deed and/or Offer to Purchase must include the property subject to site plan approval.

The following optional drawings may assist in the evaluation of the application. One or more of the optional drawings may be required as a condition of site plan application and/or approval.

g) Building Cross-Sections

- To illustrate the building features of the development, the applicant may wish to provide cross-sectional views.

h) Landscape Plan

- A landscape plan is usually required as a condition of site plan approval.
- The plan may be provided as part of the application or submitted directly to the Parks Department for approval prior to receiving a building permit.
- For general requirements refer to the "Manual of Landscaping Requirements" available from the Parks Department. General phone number is (519) 253-2300.
- A landscape architect is normally required to prepare the plan.

i) Lighting Plan

- Exterior illumination of the site is required for safety and security reasons, provide information respecting the location, intensity, design and construction of exterior lighting facilities (details vary with scale of development).
- Full cut-off lighting is a requirement of approval.

j) Other Plans

Lot Grading Plan / Storm Detention

- Where problems or potential flooding hazards exist, a lot grading plan showing how storm water will be disposed may be required.

View

- A three-dimensional view of buildings, landscaping, etc. Used to show proposed finishes, scale, relation of elements, etc.

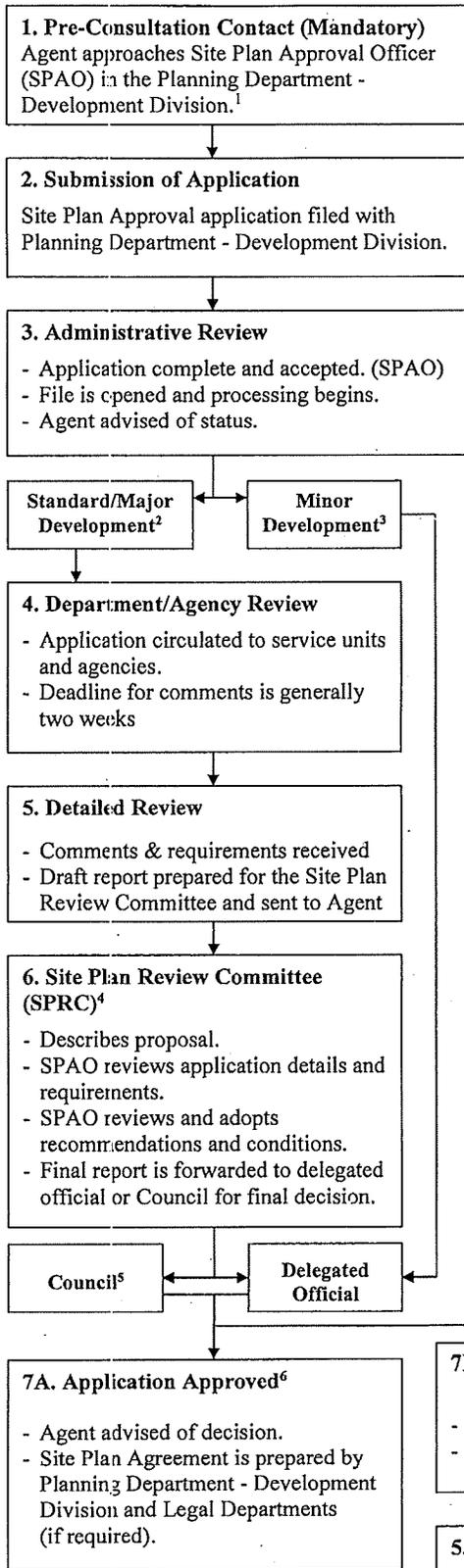
Shadow Plan

- Drawings for all four seasons and various times of day indicating shadow effect on adjacent lands.

Tree survey

SITE PLAN APPROVAL APPLICATION

APPENDIX C – SITE PLAN APPROVAL PROCESS



Notes

1. Permit Services, as the result of a development inquiry or building permit application, generally refers applicants or agents to the Site Plan Approval Officer
2. Standard & Major developments that have a significant impact on the current use of the property must undergo the full review process.
3. Minor developments that have an insignificant impact do not undergo a full review process. The Site Plan Approval Officer reviews the application and forwards it to the delegated official for final approval.
4. The Site Plan Review Committee includes representatives from Planning Department - Development Division, Public Works-Traffic, Development & Geomatics, Parks, Windsor Fire & Rescue Services, and Windsor Police Service.
5. Council approval is required in specific areas of the City as per By-law #1 2004. Refer to Appendix A for additional information.
6. Please allow a minimum of eight weeks for processing of the application.

Possible Service Units and Agencies Contacted

- Planning Department - Development Division – Zoning
- Building Department – Code
- Engineering Dept. - Development & Geomatics
- Engineering Department - Transportation
- Planning Department – Urban Design
- Planning Policy
- Transit Windsor
- Windsor Police Service
- WUC (Water)
- Bell Canada
- Union Gas
- Cogeco Cable
- Canada Post
- WAAC
- ERCA
- WEAC
- CMHC
- Council Member
- Parks Department
- Property Negotiator
- Windsor Fire & Rescue Services
- Development Commission
- Enwin Powerlines (Hydro)
- Min. of Environment
- Min. of Transportation
- Public School Board
- Separate School Board
- City Centre Revitalization
- City Centre Business Association
- Local BIA
- Adjacent Municipalities

AUTHORIZATION and PERMISSION TO ENTER SCHEDULE:

AUTHORIZATION:

TO: Planning Department for the Corporation of the City of Windsor.

DATE: June 4, 2020

I (We) Windsor- Essex Catholic District School Board
(owners of the subject lands)

of the Windsor, hereby authorize and instruct
(Municipality where you reside)

The Ventin Group (+VG) Architects to submit an application to the
(agent(s))

Planning Department in respect to 2465 McDougall Avenue and 2400 Ouellette Avenue, Windsor, Ontario
(Municipal address or legal description)

which I (we) am (are) the registered owner(s), and this shall be my (our) good and sufficient authority to act on my (our) behalf.

[Signature] (Sign) Note: if the owner is a Corporation
affix seal (if any).

____ (Sign)

PERMISSION TO ENTER:

TO: Planning Department for the Corporation of the City of Windsor.

I hereby authorize the members of the Site Plan Review Committee/Planning Advisory Committee and/or members of the staff of the Corporation of the City of Windsor to enter upon the subject lands and premises for the purpose of evaluating the merits of this application and subsequently to conduct any inspections and work on the subject lands that may be required as condition of approval. This is their authority for doing so.

Subject Lands: 2465 McDougall Avenue and 2400 Ouellette Avenue, Windsor, Ontario

Signed: [Signature] Dated: 2020-06-04

NOTICE WITH RESPECT TO COLLECTIONS OF PERSONAL INFORMATION:

I/We also acknowledge that the information requested on this form is collected under the authority of The Planning Act, R.S.O. 1990, Chapter P13, as amended. The information is required in order to process the application. The name and business address of the applicant and/or authorized agent is public information. Any other personal information collected will only be used for internal purposes.

Questions about this collection can be made to the Planning Department, 519-255-6543.

Signed: [Signature] Dated: 2020-06-04

FREEDOM OF INFORMATION

Under the City of Windsor Freedom of Information By-law, an application accepted by Planning Department is forwarded to the Clerk's Office where it is listed with Council as received and retained on file for public information.

REVISIONS	DATE	DESCRIPTION
1	08/14/20	ISSUE FOR CONSTRUCTION

NOTE:
 ALL DIMENSIONS ARE IN METERS UNLESS OTHERWISE NOTED.
 DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.

PRELIMINARY
 NOT FOR CONSTRUCTION

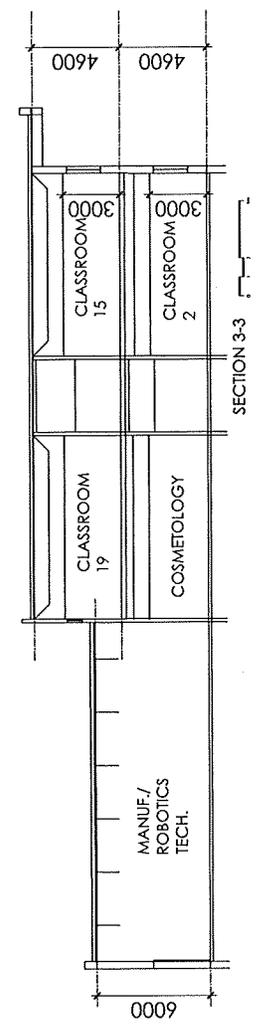
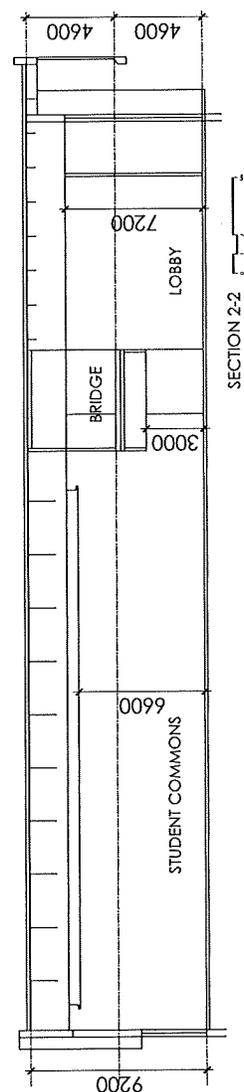
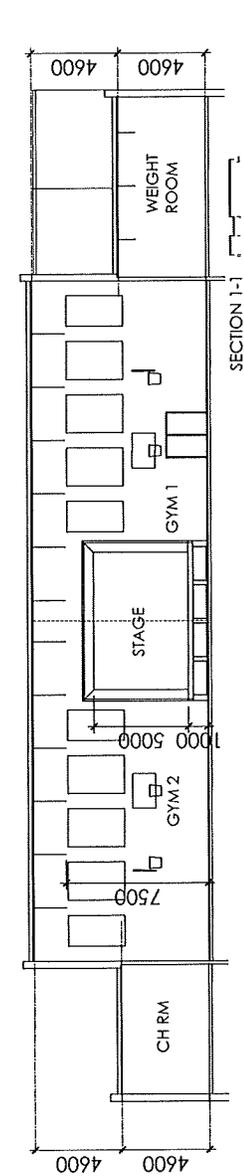
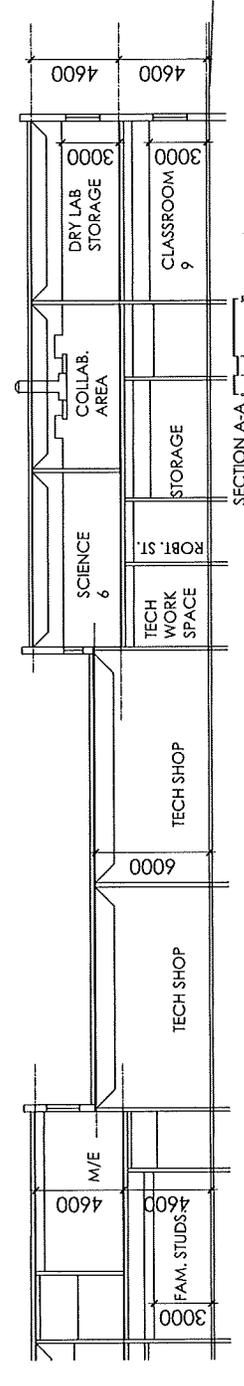
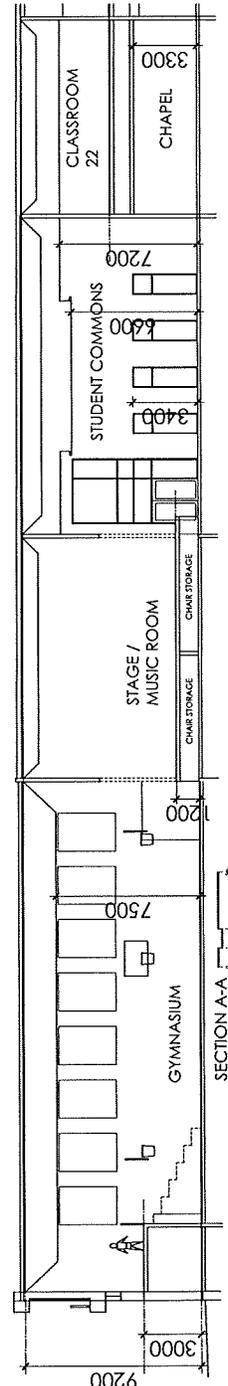
CLIENT:
 WINDHAM-LAMAR
 WINDHAM-LAMAR
 PROJECT OFFICE ROOM 100

PROJECT:
 2020

NEW CANADIAN CENTRAL HIGH SCHOOL
 200 MACDONALD STREET S
 WINDSOR, ONTARIO
 N9A 6G9

TVC ARCHITECTS
 THE VEININ GROUP LTD

BUILDING SECTIONS
 A3.1



25/13856

Item No. 7.1.17



THE CORPORATION OF THE CITY OF WINDSOR
PLANNING AND BUILDING DEPARTMENT
PLANNING DIVISION

Thom Hunt, MCIP, RPP
City Planner/Executive Director

MEMORANDUM

DATE:	July 7, 2020	Our File:	SPC-016/20
TO:	City Clerk	RE:	TRANSMITTAL (*)
FROM:	Manager of Urban Design		
RE:	Application For: () Zoning Amendment () Official Plan Amendment (X) Site Plan Approval		

Applicant: GREATER ESSEX DISTRICT SCHOOL BOARD
 Location: 8465 JEROME ST
 Date Application Authorized for Processing: Tuesday, July 7, 2020

PROPOSED BUS BAY PROJECT FOR RIVERSIDE SECONDARY

Enclosures:

- (X) 1 copy of Application Form
- (X) 1 copy of Drawings
- () 1 copy of Other (List)

Remarks:

- (*) This information is forwarded pursuant to paragraph (6) of Part B of Report #1 (Revised) of the Committee on Public Access to Information (Adopted by Res M7/82, January 11, 1982)

Neil Robertson, MCIP, RPP
 Manager of Urban Design

NR/jc
Enclosures



SITE PLAN APPROVAL APPLICATION

INSTRUCTIONS

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Standard Development	\$8686.00
Major Development	\$11,278.00

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\$ 50.00	GIS Fee
\$594.00	Landscape and Lighting fee
\$245.00	Building Department Inspection fee (An additional fee of \$75/hr will be applied should the inspection and report preparation exceed 3 hours. Any additional fees will be invoiced through the Building Department)
\$825.00	Legal fee (for preparation of a site plan agreement by the Legal Department. The Legal fee is refundable if no agreement is required as a condition of approval)
\$300.00	Fire Inspection

In case of a Lease Agreement, the leasee/tenant may be a co-applicant only with the registered owner. If more than one owner is involved.

Planning fee for Residential Development (Heritage Conservation Area): \$205.00

Files with no action for a period of six (6) months or more will be closed. At time of re-opening, a new application is required to be submitted.

SITE PLAN APPROVAL APPLICATION

Please check the representative you consulted with:

Zoning Pre-Consultation: 519-255-6543

Zoning Coordinator ext: 6164

Signature of Zoning Coordinator

Date of Consultation

Planning Pre-Consultation: 519-255-6543

Site Plan Approval Officer

Planner - Research

Other

Signature of SPAO / Planner

Date of Consultation

Zoning Pre-Consultation Feedback Provided in Writing: Yes No

NOTE: Pre-consultation with additional departments may be required if deemed necessary by the Site Plan Approval Officer (SPAO) or Planner.

1. APPLICANT: <u>GREATER ESSEX COUNTY DISTRICT SCHOOL BOARD</u>
Address/City: <u>451 PARK ST. W</u> Postal Code: <u>N9A 6K1</u>
Telephone: <u>(519) 255-3200</u> Fax: _____
Email: <u>Bradley.Gyori@publicboard.ca</u>
2. AGENT: <u>GLOS ASSOCIATES INC.</u>
Address/City: <u>3535 NORTH SERVICE RD. E</u> Postal Code: <u>N8W 5R7</u>
Telephone: <u>(519) 966 6750</u> Fax: _____
Email: <u>PaulD@glosassociates.com</u>
3. ARCHITECT/ENGINEER/PLANNER: <u>GLOS ASSOCIATES INC. (VALERIE WRIGHT)</u>
Address/City: <u>3535 NORTH SERVICE RD. E</u> Postal Code: _____
Telephone: <u>(519) 966 6750</u> Fax: _____
Email: <u>ValerieW@glosassociates.com</u>
4. REGISTERED OWNER: <u>GREATER ESSEX COUNTY DISTRICT SCHOOL BOARD</u>
Address/City: <u>451 PARK ST. W</u> Postal Code: <u>N9A 6K1</u>
Telephone: <u>(519) 255-3200</u> Fax: _____
Email: <u>Bradley.Gyori@publicboard.ca</u>
5. NEW OWNER (Offer to Purchase): <u>N/A</u>
Address/City: _____ Postal Code: _____
Telephone: _____ Fax: _____
Email: _____

SITE PLAN APPROVAL APPLICATION

6. DESCRIPTION OF SUBJECT PROPERTY

Municipal Address: 8465 JEROME ST.

Nearest Street Intersection: KINGSTON CRES.

Legal Description: PLAN 829; PT LOTS 38 TO 44; PT LOTS 129 TO 131 - RIVERSIDE HIGH SCHOOL

Assessment Roll No: 3739-060-310-16100-0000

7. DETAILED DESCRIPTION OF PROPOSED DEVELOPMENT (use additional pages as required)

a) Existing Land Use: INSTITUTIONAL - SECONDARY SCHOOL

b) Proposed Development: UNCHANGED

c) Site Area (m² / sq ft): UNCHANGED

	Total/Phase 1	Phase 2	Phase 3
d) Gross Floor Area (m ² / sq ft)			
Existing:	<u>+/- 13,250m²</u>	<u> </u>	<u> </u>
Proposed New:	<u>UNCHANGED</u>	<u> </u>	<u> </u>
Total:	<u>+/- 13,250m²</u>	<u> </u>	<u> </u>
e) Parking/Loading/Bicycle Spaces:			
Existing:	<u>UNCHANGED</u>	<u> / / </u>	<u> / / </u>
Proposed:	<u>UNCHANGED</u>	<u> / / </u>	<u> / / </u>
Total:	<u>UNCHANGED</u>	<u> / / </u>	<u> / / </u>
f) Total Landscaped Area (m ² / sq ft) <small>(ie. Existing / New)</small>	<u>UNCHANGED</u>	<u> / </u>	<u> / </u>
g) Total Curbing Length: (m / ft) <small>(ie. Existing / New)</small>	<u>UNCHANGED</u>	<u> / </u>	<u> / </u>
h) Total New Screening Fence Length: <small>(metre / feet)</small>	<u>UNCHANGED</u>	<u> </u>	<u> </u>

8. INFORMATION REQUIREMENTS (items a to k to be checked off by Planning Dept.)
(All plans/drawings to be submitted in folded format 8 1/2" x 14")

	Required	Provided
Review Appendix B prior to submission of plans/documents.		
a) Site Plans to scale – 1 copy (see item 1e in Appendix B)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b) 11" x 17" BLACK line reduction (site plan/floor plans/elevations) <small>(no blue lines/grey lines to be used in the drawings)</small>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c) Fire Access Route (see item 2b in Appendix B)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d) Building Elevations & Floor Plans to scale – 5 copies	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e) A CD with PDF copy of all drawings & complete application form (pg. 1-3)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
f) Recent Topographic Survey Plan – 2 copies	<input checked="" type="checkbox"/>	<input type="checkbox"/>
g) Property Deed and/or Offer to Purchase	<input checked="" type="checkbox"/>	<input type="checkbox"/>
h) Building Cross Section	<input type="checkbox"/>	<input type="checkbox"/>

SITE PLAN APPROVAL APPLICATION

i) Other: _____	<input type="checkbox"/>	<input type="checkbox"/>
j) Is a firewall incorporated in a building design? (firewall as defined in Ontario Building Code)	<input type="checkbox"/> YES	<input type="checkbox"/> NO
k) Is a sprinkler or standpipe system installed in a building? (If yes, provide location of Siamese connection on Site Plan)	<input type="checkbox"/> YES	<input type="checkbox"/> NO

9. AUTHORIZATION SIGNATURES		
All contact will be with the agent unless otherwise requested.		Contact
Applicant: <u>BRAD GYORI - GECD SB</u>	Date: _____	<input type="checkbox"/>
Agent: <u>GLOS ASSOCIATES INC.</u>	Date: _____	<input type="checkbox"/>
Registered Owner: <u>GREATER ESSEX COUNTY DISTRICT SCHOOL BOARD</u>	Date: _____	<input type="checkbox"/>

<p>10. SPECIES AT RISK ACKNOWLEDGEMENT</p> <p>Ontario's <i>Endangered Species Act</i> protects endangered and threatened species — animals and plants in decline and at risk of disappearing from the province by restricting activities that may affect these plants, animals or their habitats.</p> <p>I acknowledged that it is my sole responsibility as the Applicant to comply with the provisions of the <i>Endangered Species Act, 2007, S. O. c.6</i>. This could require me to register an activity, get a permit or other authorization from the Ministry of Natural Resources and Forestry (MNRF) prior to conducting an activity that could impact an endangered or threatened plant or animal or its habitat. I further acknowledge that any <i>Planning Act, R.S.O. 1990, c.P.13</i> approval given by the City of Windsor does not constitute an approval under the <i>Endangered Species Act</i>, nor does it absolve me from seeking the necessary authorization, approvals or permits from the MNRF prior to conducting any activity that may affect endangered or threatened plant or animal or its habitat.</p> <p>Signed: <u></u> Dated: <u>2020 06 10</u></p>

Note to Applicant, Agent, Architect, Engineer or Planner:

Review Appendices A, B and C in full. Incomplete drawings will delay the processing and review of the application. If you have any questions, please contact the Site Plan Approval Officer at (519) 255-6543 ext. 6918.

SITE PLAN APPROVAL APPLICATION

DO NOT COMPLETE BELOW – DEPARTMENT USE ONLY

11. APPLICATION DETAILS

Fee Paid: \$ _____ Receipt No: _____ Date: _____

Planner Initial if Application Complete for Processing: _____

New SPC File No.: SPC- _____ Previous SPC File No.: SPC- _____

Previous File No.: Rezoning: Z- _____ COA: _____ CR: _____

12. AUTHORIZATION TO PROCESS

This application has been received and is accepted for processing as a:

Minor development Standard development. Major development

_____ Date: _____

Melissa Gasic, BARCH, MPL.
Site Plan Approval Officer

See next page for Appendix A

SITE PLAN APPROVAL APPLICATION

APPENDIX A – ADDITIONAL INFORMATION

1. Site plan approval is a type of development control exercised in the City of Windsor where Council or their delegated Planning Official approves site plans and elevation drawings for a proposed development prior to the issuance of a building permit.

2. For purposes of site plan approval, development is defined in By-law #1 2004 as:

“**Development** means the construction, erection or placing of one or more buildings or structures on land or the making of an addition or alteration to a building or structure that has the effect of substantially increasing the size or usability thereof, or the laying out and establishment of a commercial parking lot.”

Questions on what constitutes a development requiring site plan approval should be directed to Planning Department at (519) 255-6543.

3. Council by By-law #1 2004 has exempted certain classes of development from the requirement for site plan approval including:

“Single detached, semi-detached, duplex and double-duplex dwellings; small commercial and combined commercial-residential buildings and additions; small industrial and institutional buildings and additions; alterations within an existing building; temporary buildings and structures; building features and mechanical elements; parking areas containing less than 5 spaces; and signs.”

4. For the purpose of processing, the Site Plan Approval Officer will classify each application for site plan approval as follows:

“**Minor**” development is defined as:

- i. Construction of a new stand alone building or a building addition resulting in a maximum total gross floor area of 300 square metres (3,229 square feet) or less on-site; or
- ii. Changing the use of an existing building requiring revisions to facade only; or
- iii. Creation of a parking area with more than 5 and less than 25 parking spaces (total) on-site or reconfiguration of an existing parking area resulting in more than 5 and less than 25 (total) spaces.

“**Standard**” development is defined as:

- i. Construction of a new building or a building addition resulting in a total gross floor area of between 301 square metres (3,240 square feet) and 9,999 square metres (107,632 square feet) on-site. This includes single or multiple phase development; or
- ii. Creation of a parking area with more than 25 parking spaces (total) on-site or reconfiguration of an existing parking area resulting in more than 25 (total) spaces.

“**Major**” development is defined as:

- i. Construction of a new building or a building addition resulting in a minimum total gross floor area of 10,000 square metres (107,639 square feet) on-site. This includes single or multiple phase development.”

The application will be processed by Planning Department, reviewed by the Site Plan Approval Officer and forwarded to the applicable approval authority for a decision. (See also Appendix C).

After confirmation from the Site Plan Approval Officer or designate, that the proposal is a “Minor Development” as defined in By-law #1 – 2004.

5. Council has delegated its site plan approval authority to the delegated officials except in the locations listed below:

- a) Any development on City-owned lands.
- b) Any development within the Downtown Business Improvement Area.
- c) Any development on the north side of Riverside Drive.
- d) Any development on lands identified in a resolution of Council requiring site plan approval by Council.

Where Council is the site plan approval authority, Planning Department will prepare and forward a report to Council for a decision.

6. As a condition of site plan approval, the owner of the land is required to develop in accordance with the approved plan(s) and to provide required facilities, such as landscaping, lighting, fencing, curbing, road widening, at his/her expense. Bonds or letters of credit are normally required to guarantee the installation and maintenance of required facilities. The requirements are normally provided for in a site plan agreement registered on the title of the property. In some instances, the decision of the delegated official or resolution of Council will be sufficient without an agreement.

SITE PLAN APPROVAL APPLICATION

7. Under the City of Windsor Freedom of Information By-law, an application accepted by Planning Department is forwarded to the Clerk's Office where it is listed with Council as received and retained on file for public information

APPENDIX B – GUIDE FOR PLAN/DOCUMENT PREPARATION (Section 8 of Application Form)

1. ALL PLANS AND DOCUMENTS

- a) A professional architect or engineer should prepare **all** types of site plan and related drawings.
- b) Prepare plans in full compliance with the Zoning By-law and applicable building code requirements. Site plan approval does not override any zoning, building code and other requirements.
- c) Site plans and elevations for assembly, institutional and high hazard (F-1) occupancies as defined by the Ontario Building Code and all other buildings exceeding 600 square metres in gross floor area or exceeding 3 storey in building height must be prepared for building permit purposes by either a professional engineer or architect (or both) as required by the Ontario Building Code.
- d) Submit plans that are legible, accurate and professionally drawn. Reductions should be a "black line print" and no larger than 28 cm x 43 cm (11" x 17").
- e) In addition to paper application, prints and/or reductions, plans and drawings should be submitted in **pdf** format on compact disc (CD), not to exceed 4500 MG. ZIP files will not be accepted.

File names should be legible and clearly indicate the nature of the file and include either the SPC file number (SPC-XXX-YY) or the name of the applicant and site location.

2. INFORMATION REQUIREMENTS

It is the responsibility of the **agent** to ensure that the following information (as applicable) is provided on all submitted plans and documents:

a) Site Plans

- Scale, North Point and Unit of Measurement.
- Site Dimensions (including area) in metric or imperial units.
- Abutting streets and alleys (including right-of-way width) and sidewalks.
- Buildings to be retained and/or expanded (including dimensions).
- Buildings to be erected and/or additions to existing buildings (including dimensions).
- Distance between building(s) and nearest lot line(s)
- Parking areas and loading spaces (including number of spaces, size, aisle width, curbs, surface treatment), vehicular access (including dimensions), vehicular access on adjoining lands.
- Distance from parking areas to buildings and lot lines.
- Proposed areas to be landscaped. Do not show proposed trees on the site plan.
- Existing landscaping features (including trees, shrubs, and hedges) labelled as to species and size. Note any features to be retained, moved and/or removed.
- Walls, fences and landscape features designed for screening.
- Refuse storage areas including fencing and screening details and separation from buildings
- Existing freestanding structures that are to remain.
- Site Statistics: site area, built-up areas, landscaped areas, linear curbing, linear screening, parking/loading breakdown, stacking spaces, etc.
- All easements/land conveyances be accurately shown on site plan

b) Fire Access Route

Applicable to the following buildings:

- Any size for assembly, care or detention, and high hazard industrial occupancies;
 - Exceeding 600 sq. m. (6,460 sq. ft.) in gross floor area or 3 storeys in building height for other occupancies.
 - Distance from fire hydrant to principal entrance(s)
 - If sprinklered, note location of Siamese connection on site plan.
- Indicate on the site plan the fire route width, centreline radii, and distances from a fire route to buildings.

SITE PLAN APPROVAL APPLICATION

APPENDIX B – CONTINUED

c) Building Elevations

- Scale.
- Full view of all sides of the building(s) (including features such as awnings, canopies, overhangs, balconies, etc.).
- Dimensions of buildings and the location and size of all doors, windows and other openings.
- All visible exterior finishes labelled as to type.

d) Floor Plans

- Scale. Internal dimensions.
- Full layouts of all floors above and below grade.
- All interior areas labelled as to use

e) Recent Topographic Survey Plans (within last 5 years)

[OLS Plans for development above 25,000 ft / 2322 m²]

- Property dimensions, easements
- Topographic information (including trees, fences, utility vaults, poles, light standards, curbs, signs and vehicular access).

f) Property Deed and/or Offer to Purchase

- The legal description on the deed and/or Offer to Purchase must include the property subject to site plan approval.

The following optional drawings may assist in the evaluation of the application. One or more of the optional drawings may be required as a condition of site plan application and/or approval.

g) Building Cross-Sections

- To illustrate the building features of the development, the applicant may wish to provide cross-sectional views.

h) Landscape Plan

- A landscape plan is usually required as a condition of site plan approval.
- The plan may be provided as part of the application or submitted directly to the Parks Department for approval prior to receiving a building permit.
- For general requirements refer to the “Manual of Landscaping Requirements” available from the Parks Department. General phone number is (519) 253-2300.
- A landscape architect is normally required to prepare the plan.

i) Lighting Plan

- Exterior illumination of the site is required for safety and security reasons, provide information respecting the location, intensity, design and construction of exterior lighting facilities (details vary with scale of development).
- Full cut-off lighting is a requirement of approval.

j) Other Plans

Lot Grading Plan / Storm Detention

- Where problems or potential flooding hazards exist, a lot grading plan showing how storm water will be disposed may be required.

View

- A three-dimensional view of buildings, landscaping, etc. Used to show proposed finishes, scale, relation of elements, etc.

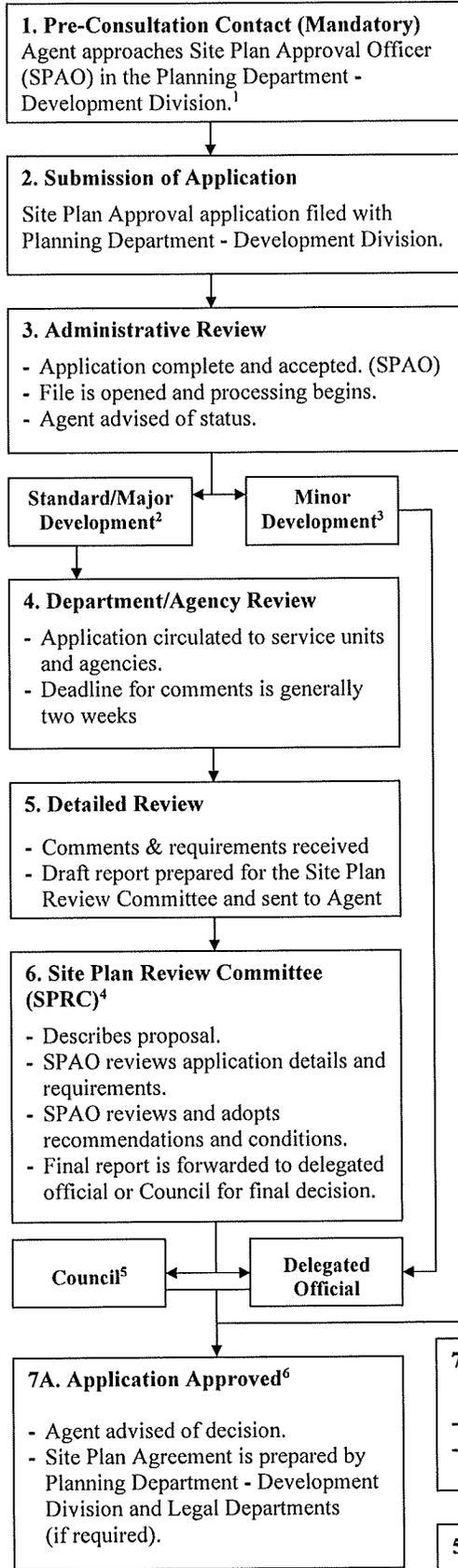
Shadow Plan

- Drawings for all four seasons and various times of day indicating shadow effect on adjacent lands.

Tree survey

SITE PLAN APPROVAL APPLICATION

APPENDIX C – SITE PLAN APPROVAL PROCESS



Notes

1. Permit Services, as the result of a development inquiry or building permit application, generally refers applicants or agents to the Site Plan Approval Officer
2. Standard & Major developments that have a significant impact on the current use of the property must undergo the full review process.
3. Minor developments that have an insignificant impact do not undergo a full review process. The Site Plan Approval Officer reviews the application and forwards it to the delegated official for final approval.
4. The Site Plan Review Committee includes representatives from Planning Department - Development Division, Public Works-Traffic, Development & Geomatics, Parks, Windsor Fire & Rescue Services, and Windsor Police Service.
5. Council approval is required in specific areas of the City as per By-law #1 2004. Refer to Appendix A for additional information.
6. **Please allow a minimum of eight weeks for processing of the application.**

Possible Service Units and Agencies Contacted

- Planning Department - Development Division – Zoning
- Building Department – Code
- Engineering Dept. - Development & Geomatics
- Engineering Department - Transportation
- Planning Department – Urban Design
- Planning Policy
- Transit Windsor
- Windsor Police Service
- WUC (Water)
- Bell Canada
- Union Gas
- Cogeco Cable
- Canada Post
- WAAC
- ERCA
- WEAC
- CMHC
- Council Member
- Parks Department
- Property Negotiator
- Windsor Fire & Rescue Services
- Development Commission
- Enwin Powerlines (Hydro)
- Min. of Environment
- Min. of Transportation
- Public School Board
- Separate School Board
- City Centre Revitalization
- City Centre Business Association
- Local BIA
- Adjacent Municipalities

By Order of the Board of Directors, I hereby certify that I am a duly qualified and authorized officer of the Corporation and that the foregoing is a true and correct copy of the minutes of the meeting of the Board of Directors of the Corporation held on the 15th day of July, 2014.

NO.	DESCRIPTION	DATE	BY
1	DESIGN APPROVAL	2014.07.15	SP
2	REVISION	2014.07.15	SP
3	REVISION	2014.07.15	SP
4	REVISION	2014.07.15	SP
5	REVISION	2014.07.15	SP
6	REVISION	2014.07.15	SP
7	REVISION	2014.07.15	SP
8	REVISION	2014.07.15	SP
9	REVISION	2014.07.15	SP
10	REVISION	2014.07.15	SP
11	REVISION	2014.07.15	SP
12	REVISION	2014.07.15	SP
13	REVISION	2014.07.15	SP
14	REVISION	2014.07.15	SP
15	REVISION	2014.07.15	SP
16	REVISION	2014.07.15	SP
17	REVISION	2014.07.15	SP
18	REVISION	2014.07.15	SP
19	REVISION	2014.07.15	SP
20	REVISION	2014.07.15	SP
21	REVISION	2014.07.15	SP
22	REVISION	2014.07.15	SP
23	REVISION	2014.07.15	SP
24	REVISION	2014.07.15	SP
25	REVISION	2014.07.15	SP
26	REVISION	2014.07.15	SP
27	REVISION	2014.07.15	SP
28	REVISION	2014.07.15	SP
29	REVISION	2014.07.15	SP
30	REVISION	2014.07.15	SP
31	REVISION	2014.07.15	SP
32	REVISION	2014.07.15	SP
33	REVISION	2014.07.15	SP
34	REVISION	2014.07.15	SP
35	REVISION	2014.07.15	SP
36	REVISION	2014.07.15	SP
37	REVISION	2014.07.15	SP
38	REVISION	2014.07.15	SP
39	REVISION	2014.07.15	SP
40	REVISION	2014.07.15	SP
41	REVISION	2014.07.15	SP
42	REVISION	2014.07.15	SP
43	REVISION	2014.07.15	SP
44	REVISION	2014.07.15	SP
45	REVISION	2014.07.15	SP
46	REVISION	2014.07.15	SP
47	REVISION	2014.07.15	SP
48	REVISION	2014.07.15	SP
49	REVISION	2014.07.15	SP
50	REVISION	2014.07.15	SP

Gios Associates Inc.
 2005 Lakeshore Blvd. East
 Windsor, Ontario N9A 6P7
 Phone: 519-944-2520
 Fax: 519-944-2523
 www.giosassociates.com



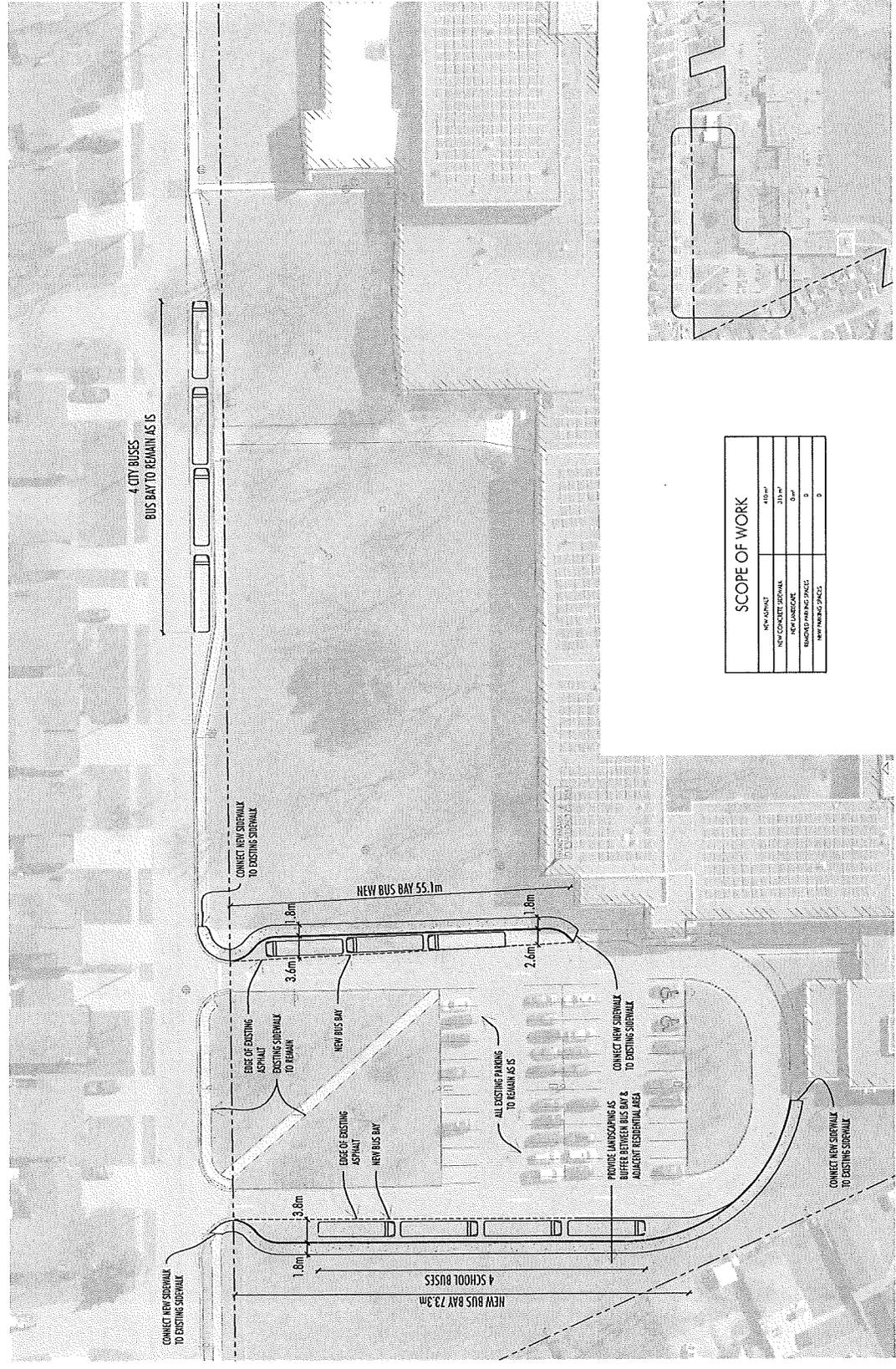
**RIVERSIDE SECONDARY SCHOOL
 BUS BAY UPGRADES**

845, 846 & 847 ST
 WINDSOR, ONTARIO

**GREATER ESSEX COUNTY
 DISTRICT SCHOOL BOARD**
 451 PARK ST
 WINDSOR, ONTARIO

BUS BAY SITE PLAN

20014 SP101



SCOPE OF WORK

ITEM	QUANTITY
NEW ASPHALT	410.00 m ²
NEW CONCRETE SIDEWALK	333.00 m ²
NEW LANDSCAPE	0.00 m ²
REMOVED PARKING SPACES	0
NEW PARKING SPACES	0

KEY PLAN
 SCALE: 1:300

METRIC:
 DIMENSIONS SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048
 AREAS SHOWN ON THIS PLAN ARE IN SQUARE METRES AND CAN BE CONVERTED TO SQUARE FEET BY MULTIPLYING BY 10.764

ALL AREAS WITHIN CO. OR ON ADJACENT PROPERTY THAT ARE SHOWN ON THIS PLAN ARE TO BE PREPARED TO PRE-CONSTRUCTION CONDITIONS OR BETTER

NOTE:
 REFER TO ARCHITECTURAL DRAWINGS FOR ADDITIONAL NOTES, DIMENSIONS AND INFORMATION.

BUS BAY REDEVELOPMENT
 SCALE: 1:300

PLANNING DEPARTMENT – DEVELOPMENT DIVISION

Memo

To: City Clerk
From: City Planner/Executive Director
Date: June 15, 2020
Subject: TRANSMITTAL OF NEW FILE **Our File Number: Z-012/20 [ZNG/6081] & OPA 133 [OPA/6082]**

RE: Application For: Zoning Amendment Official Plan Amendment
 Part Lot Control Draft Plan of Subdivision/Condominium

Applicant: Suburban Construction & Management Ltd.
Location: 7337 Edgar Street
Description: Application to amend Zoning By-law 8600 to allow a four storey residential apartment with surface parking.

The ZONING AMENDMENT and OFFICIAL PLAN AMENDMENT application submitted by Suburban Construction & Management Ltd. for 7337 EDGAR STREET has been deemed as complete on June 4, 2020.

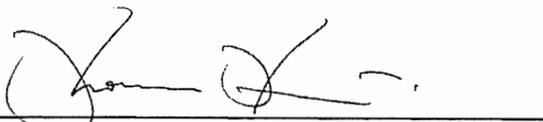
Enclosures:

- (X) 1 copy of Application Form
- () 1 copy of Drawings
- () 1 copy of Site Plan

**CITY OF WINDSOR
COUNCIL SERVICES**

JUN 15 2020

RECEIVED



Thom Hunt, MCIP, RPP
City Planner, Executive Director

/ad

June 9, 2020

Zalinka Priamo Ltd.
Attn: Harry Froussios
318 Wellington Rd.
London, ON. N6C 4P4

Dear Mr. Dykstra,

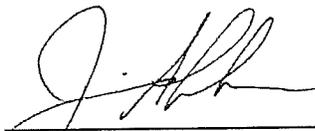
Re: REZONING & OPA APPLICATION
APPLICANT: SUBURBAN CONSTRUCTION & MANAGEMENT LTD.
LOCATION: 7887 EDGAR STREET
FILE NO.: Z-012/20 [ZNG/6081] & OPA 133 [OPA/6082]

This is to acknowledge receipt of the application for rezoning, which has been assigned the above-referenced file number. In accordance with the delegation authority as prescribed by By-Law 139-2013, the information and material required has been provided; therefore, the application was deemed COMPLETE on June 4, 2020 and processing has begun.

You will be advised prior to the Development & Heritage Standing Committee and Council meetings of the position of the Planning Department on the application and the dates of the public meetings.

Please email me at jabbs@citywindsor.ca , if you have any questions.

Yours truly,



Jim Abbs, MCIP, RPP
Senior Planner

JA/ad



The Corporation of The City of Windsor
PLANNING AND BUILDING DEPARTMENT
PLANNING DIVISION

Thom Hunt, MCIP, RPP
City Planner/Executive Director

May 29, 2020

Dear Sir/Madam:

Re: New Address: 7887 Edgar Street
File No: ED-001/20

The following new address, as indicated on the attached map MA-1269, has been assigned to the property previously known as 1135 Lauzon Road. The property is located on the southwest corner of Edgar Street, at Lauzon Road.

Legal Description

CON. 1; PT LOT 127; PLAN 980; PT LOTS 20 TO 24; PT CLOSED ALLEY; RP 12R24215;
PARTS 1; 7 & 8

Assigned Address

7887 Edgar Street

Applicant/Agent:

Suburban Construction & Management Ltd.
Christian Lefave
1133 Lesperance Road
Tecumseh, ON N8N 1X3
Telephone No: (519) 735-1800
Email: clefave@lefaveonline.com

We ask that you refer to the above assigned addresses in all your requests and correspondence. If you have any questions or concerns, please feel free to contact me at (519)255-6543, extension 6105.

Yours truly,

*Derek Heinbuck
Planning Technician
Planning & Building Department
Planning Division
Email: dheinbuck@citywindsor.ca*

ZONING BY-LAW AMENDMENT APPLICATION

INSTRUCTIONS

Verify that you are using the most current application form.

- Section 1: Pre-Submission consultation with a staff Planner is mandatory per By-law 199-2007. If you do not have a valid Pre-Submission Letter, you must meet with a staff Planner who must sign and date this section.
- Section 2: During Pre-Submission consultation a staff Planner will indicate what supporting information must be submitted with the application.
- Section 3: Provide the full name, address, phone number, fax number and email address of the applicant, agent and registered owner. If any of these are a corporation, provide the full corporate name. Include the full name of the contact person. If there is more than one person, corporation or registered owner, use additional sheets.
- Section 4: Indicate if you are submitting other companion applications with this application.
- Section 5: Provide information about the subject land. This information is used to determine supporting information requirements and to assist in the review of the application.
- Section 6: Indicate the amendment, proposed uses and describe the nature and extent of the amendment being requested. Indicate why the amendment is being requested and how it is consistent with the Provincial Policy Statement and conforms to the City of Windsor Official Plan. If this information is in a Planning Rationale Report, check the box beside "See Planning Rationale Report".
- Section 7: If there are any existing buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows this information.
- Section 8: If you propose to build any buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows the information.
- Section 9: Indicate how the property is accessed. Check all boxes that apply.
- Section 10: Provide information about water service, sanitary sewage disposal, and storm drainage.
- Section 11: Provide a sketch of the subject land showing, in metric units, the items listed or indicate if this information is provided on an existing plan or a conceptual site plan.
- Section 12: Check the appropriate box based on a valid Pre-Submission Letter or pre-submission consultation.
- Section 13: Explain your proposed strategy for consulting with the public with respect to the application.
- Section 14: Complete and sign in the presence of a Commissioner of Taking Affidavits.
- Schedules: Read, complete in full, and sign Schedules A & E.

Submit the application form, supporting studies and information, and the fee to Ashley D'Alessandro, Senior Clerk Steno, Planning Division, 350 City Hall Square West, Suite 210, Windsor, ON N9A 6S1.

TYPE OF REZONING AMENDMENT

Date Received Stamp

The type of amendment is determined by the City Planner or their designate.

Minor Zoning Amendment

- Site zoned commercial, institutional, or manufacturing
 - addition to the list of permitted uses
- Site already zoned
 - change to existing regulations or to zoning district boundary to match lot lines
- Site designated in the Official Plan for residential use
 - rezoning to accommodate a maximum of six dwelling units
- Site designated in the Official Plan for the proposed use other than residential
 - site-specific zoning for a site with a lot area of less than 1,000.0 m²

Major Zoning Amendment

- Any other amendment not listed as minor.

ZONING BY-LAW AMENDMENT APPLICATION

ZONING BY-LAW AMENDMENT PROCEDURE

The following is for your information only. Review the Planning Act and relevant regulations for statutory requirements. The processing of the application is subject to change. The application will be terminated without notice after 60 days of inactivity. Direct all questions about the application to the assigned Planner. The procedure generally encompasses the following steps:

1. The application is reviewed to ensure all prescribed and required information and the fee have been submitted. Within 30 days of the receipt of the application, the applicant or agent will be notified in writing that the application is deemed incomplete or complete.
2. If deemed incomplete, the application and fee will be returned. If deemed complete, fees are not refundable, the application is circulated to departments and external agencies for review and comment, and all submitted documents are made available to the public.
3. Following circulation, a draft staff report containing a recommendation and any conditions is prepared. The City Planner and other staff review the draft staff report.
4. When the staff report is approved by appropriate municipal staff, it will be scheduled for a future meeting of the Development and Heritage Standing Committee (DHSC).
5. The DHSC meeting is the public meeting required by the Planning Act. Public notice of the DHSC meeting is advertised in the Windsor Star, a local newspaper, at least 20 days in advance of the DHSC meeting. A courtesy notice may be mailed to property owners and/or tenants within 120 metres or more of the subject land.
6. 10 days prior to the DHSC meeting, the staff report is circulated to the applicant and DHSC members and made available to the public. All supporting documentation submitted by the applicant is available for review.
7. At the DHSC meeting, a staff planner makes a presentation. The applicant and other parties have an opportunity to provide verbal and/or written submissions. The DHSC may ask questions of staff, the applicant, agent, and other parties. The DHSC may decide to defer or recommend approval or denial of the application.
8. If deferred, the application along with any additional information or a new staff report will be considered at a future DHSC meeting. If recommended for approval or denial, the staff report, the minutes of the DHSC meeting, and the amending by-law are forwarded to City of Windsor Council for consideration at a future date. The applicant, agent and all interested parties will be notified by the City Clerk of the date, time and location of the Council meeting.
9. The application may be placed on the Consent Agenda of the Council Meeting, a part of the meeting where Council approves a number of matters with a single motion. If the application is not on the Consent Agenda, the staff planner may introduce the application, review the staff recommendation and any additional information provided to Council, and advise Council of any differences between the staff and DHSC recommendations. The applicant and other interested parties have an opportunity to make verbal and/or written submissions. Council may decide to approve, deny or defer the application. If Council approves the application, the amending by-law may be approved at the same Council meeting, otherwise it will be approved at a future Council meeting.
10. When the amending by-law is passed, the City Clerk will mail a notice of the passing of the amending by-law to property owners and various public agencies within 15 days. There is a 20-day appeal period commencing the day after this notice is given. The notice will include the last day to file an appeal. An appeal is made to the Local Planning Appeal Tribunal (LPAT) through the City Clerk. If no appeal is filed, the amending by-law is final and binding as of the date of Council's passing of the by-law.
11. If the rezoning is subject to a holding symbol, it is the responsibility of the property owner to satisfy the conditions to remove the holding symbol and to submit an application and fee to remove the holding symbol.

CONTACT INFORMATION

Planning & Building Department – Planning Division
Suite 210
350 City Hall Square West
Windsor ON N9A 6S1

Telephone: 519-255-6543
Fax: 519-255-6544
Email: planningdept@citywindsor.ca
Web Site: www.citywindsor.ca

ZONING BY-LAW AMENDMENT APPLICATION

1. PRE-SUBMISSION CONSULTATION

By-law 199-2007 requires pre-submission consultation with a staff Planner to determine what supporting information is required, to verify fee payable, and to review the process. This application is incomplete unless you have a valid Pre-Submission Letter or a staff Planner signs below.

Valid Pre-Submission Letter? NO YES File Number: PS- 022-20

Staff Use Only

Signature of Staff Planner	Date of Consultation
<input type="checkbox"/> Jim Abbs <input type="checkbox"/> Greg Atkinson	<input type="checkbox"/> Laura Dlotte <input type="checkbox"/> _____
<input type="checkbox"/> Justina Nwaesei <input type="checkbox"/> Simona Simion	<input type="checkbox"/> Adam Szymczak <input type="checkbox"/> _____

2. REQUIRED SUPPORTING INFORMATION *(To be completed by a staff Planner)*

Unless you have a valid Pre-Submission Letter, a staff Planner will indicate below what supporting information must be submitted with the application during pre-submission consultation. The City of Windsor reserves the right to require additional supporting information during the processing of the application. All supporting information submitted is made available for public review.

For each document, provide one paper copy, and where possible, one digital copy on a CD or USB flash drive. All drawings or plans shall be in letter size (8.5 x 11 inches) in JPG and PDF format. All other document shall be provided in Word and PDF format. All PDF documents shall be flattened with no layers.

If you are submitting a companion application submit only one set of documents.

<input checked="" type="checkbox"/> Deed or Offer to Purchase	<input type="checkbox"/> Corporation Profile Report	<input checked="" type="checkbox"/> Site Plan Conceptual <i>(see Section 8)</i>	<input checked="" type="checkbox"/> Sketch of Subject Land <i>(see Section 11)</i>
<input type="checkbox"/> Archaeological Assessment – Stage 1	<input type="checkbox"/> Built Heritage Impact Study	<input type="checkbox"/> Environmental Evaluation Report	<input type="checkbox"/> Environmental Site Assessment
<input type="checkbox"/> Floor Plan and Elevations	<input type="checkbox"/> Geotechnical Study	<input type="checkbox"/> Guideline Plan	<input type="checkbox"/> Lighting Study
<input type="checkbox"/> Market Impact Assessment	<input type="checkbox"/> Micro-Climate Study	<input checked="" type="checkbox"/> Noise Study	<input checked="" type="checkbox"/> Planning Rationale Report
<input type="checkbox"/> Record of Site Condition <i>(see Schedule E)</i>	<input type="checkbox"/> Sanitary Sewer Study	<input type="checkbox"/> Species at Risk Screening	<input type="checkbox"/> Storm Sewer Study
<input checked="" type="checkbox"/> Storm Water Retention Scheme	<input type="checkbox"/> Topographic Plan of Survey	<input type="checkbox"/> Transportation Impact Statement	<input type="checkbox"/> Transportation Impact Study
<input checked="" type="checkbox"/> Tree Preservation	<input type="checkbox"/> Tree Survey Study	<input type="checkbox"/> Urban Design Study	<input type="checkbox"/> Vibration Study
<input type="checkbox"/> Wetland Evaluation Study	Other Required Information: _____		

ZONING BY-LAW AMENDMENT APPLICATION

3. APPLICANT, REGISTERED OWNER, AND AGENT INFORMATION

Provide in full the name of the applicant, registered owner, and agent, the name of the contact person, and address, postal code, phone number, fax number and email address.

If the applicant or registered owner is a numbered company, provide the name of the principals of the company. If there is more than one applicant or registered owner, copy this page, complete in full and submit with this application.

All communication is with the Agent authorized by the Owner to file the application.
If there is no Agent, all communication is with the Applicant.

Applicant

Name: Suburban Construction & Management Ltd. Contact: Christian LeFave
Name of Contact Person

Address: 1133 Lesperance Road, Tecumseh, ON N8N 1X3

Address: _____ Postal Code: _____

Phone: 519-735-1800 Fax: _____

Email: clefave@lefaveonline.com

Registered Owner Same as Applicant

Name: C&H Properties Inc. Contact: Gerald Williams
Name of Contact Person

Address: 10104 103 Ave NM, Edmonton, AB T5J 0H8

Address: _____ Postal Code: _____

Phone: 780-429-2369 Fax: _____

Email: _____

Agent Authorized by the Owner to File the Application (Also complete Section A1 in Schedule A)

Name: Zalinka Priamo Ltd. Contact: Jared Dykstra
Name of Contact Person

Address: 318 Wellington Road, London, ON N6C 4P4

Address: _____ Postal Code: _____

Phone: 519-474-7137 Fax: _____

Email: jared.d@zpplan.com

4. COMPANION APPLICATIONS

Are you submitting a companion Official Plan Amendment application? NO YES

Are you submitting a companion Plan of Subdivision/Condominium application? NO YES

Are you submitting a companion Site Plan Control application? NO YES

ZONING BY-LAW AMENDMENT APPLICATION

5. SUBJECT LAND INFORMATION

Municipal Address 1135 Lauzon Road, Windsor ON

Legal Description Lots 21 & 22, Part of Lots 20, 23, and 24, Part of Alley, Registered Plan 980, and Part of Lot 127, Concession 1 Geographic Township of Sandwich South now in the City of Windsor, County of Essex, Ontario

Assessment Roll Number _____

If known, the date the subject land was acquired by the current owner: _____

Frontage (m) 57.7 m (Edgar) Depth (m) 75 m Area (sq m) 4,575 m²

Official Plan Designation Commercial Corridor

Current Zoning Commercial District (CD2.1)

Existing Uses Vacant

If known, the lengths of time that the existing uses have continued: _____

Previous Uses Unknown

List the names and addresses of the holders of any mortgages, charges, or other encumbrances in respect of the subject land:

Are there any easements or restrictive covenants affecting the subject lands? NO YES

If yes, describe the easement or restrictive covenant and its effect:

If known, has the subject land ever been subject of: (leave blank if unknown)

An application for a Plan of Subdivision or Consent: NO YES File: _____

An application for an amendment to a Zoning By-law: NO YES File: _____

An application for approval of a Site Plan: NO YES SPC- _____

A Minister's Zoning Order (Ontario Regulation): NO YES OR#: _____

ZONING BY-LAW AMENDMENT APPLICATION

6. DESCRIPTION OF AMENDMENT

Amendment to Zoning By-law from: Commercial District (CD2.1)
to: Residential District 3.1 Special Provision (RD3.1(X))
Proposed uses of subject land: Four storey residential apartment and surface parking

Describe the nature and extent of the amendment(s) being requested:

Please see Planning Justification Report submitted in support.

Why is this amendment or these amendments being requested?

Please see Planning Justification Report submitted in support.

Explain how the amendment to the Zoning By-law is consistent with the Provincial Policy Statement, 2014:

See Planning Rationale Report

Explain how the application conforms to the City of Windsor Official Plan:

See Planning Rationale Report

If this application is to remove land from an area of employment, details of the official plan or official plan amendment that deals with this matter:

See Planning Rationale Report

See Official Plan Amendment

ZONING BY-LAW AMENDMENT APPLICATION

7. EXISTING BUILDINGS / STRUCTURES ON SUBJECT LAND

Are there any buildings or structures on the subject land?

NO Continue to Section 8

YES Indicate the type of building or structure, the date of construction (if known), and, in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure and its dimensions or floor area.

See attached Existing Plan or Sketch of Subject Land

Unoccupied dwelling located at the northwest corner of the site. The dwelling is approximately 116 m² in size, and setback approximately 2 - 3 m from both the front and exterior lot lines. The structure is one storey in height with a pitched roof.

8. PROPOSED BUILDINGS / STRUCTURES ON SUBJECT LAND

Do you propose to build any buildings or structures on the subject land?

NO Continue to Section 9

YES Indicate the type of building or structure and, in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure, and its dimensions or floor area.

See attached Site Plan Conceptual

Please see attached concept site plan and Planning Justification Report for details on the nature of the proposal.

ZONING BY-LAW AMENDMENT APPLICATION

9. ACCESS TO SUBJECT LAND

Indicate if access to subject land is by: (check all that apply)

- Municipal Road Provincial Highway Another public road or a right-of-way
- Water - If access to the subject land is by water only, describe the parking and docking facilities used or to be used and provide the approximate distance in metric of these facilities from the subject land and the nearest public road:

10. WATER, SANITARY SEWAGE AND STORM DRAINAGE

WATER – Indicate whether water will be provided to the subject land by:

- Publicly owned & operated piped water system
- Privately owned & operated individual well
- Privately owned & operated communal well
- Other _____

SANITARY - Indicate whether sewage disposal will be provided to the subject land by:

- Publicly owned & operated sanitary sewage system
- Privately owned & operated individual septic system - See Note below
- Privately owned & operated communal septic system - See Note below
- Other _____

Note: If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4,500 litres of effluent would be produced per day as a result of the development being completed, you must submit a Servicing Options Report and a Hydrogeological Report.

STORM DRAINAGE - Indicate whether storm drainage will be provided by:

- Sewers Ditches Swales Other _____

ZONING BY-LAW AMENDMENT APPLICATION

11. SKETCH OF SUBJECT LAND

Provide a sketch showing, in metric units,

- a) the boundaries and dimensions of the subject land;
- b) the location, size, and type of all existing and proposed buildings and structures on the subject land, including their distance from the front lot line, rear lot line, and side lines;
- c) the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that are located on the subject land and on land that is adjacent to it, and in the applicant's opinion, may affect the application;
- d) the current uses of all land that is adjacent to the subject land;
- e) the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road, or a right of way;
- f) if access to the subject land will be water only, the location of the parking and docking facilities to be used; and
- g) the location and nature of any easement affecting the subject land.

12. APPLICATION FEE & OTHER FEES

Fees are subject to change and are not refundable once the application has been deemed complete by a delegated authority. Verify fees before submitting the application.

Accepted methods of payment are MasterCard, Visa, Cash, Certified Cheque and Personal Cheque. A cheque shall be payable to The Corporation of the City of Windsor.

The type amendment is determined by the City Planner or their designate.

APPLICATION FEE

Amendment Type	Code	<input type="checkbox"/> Minor Rezoning	<input checked="" type="checkbox"/> Major Rezoning
Base Fee	53001	\$4,200.00	\$5,640.00
GIS Fee	63024	+ \$50.00	+ \$50.00
Essex Region Conservation Authority Fee	53023	+ <u>\$200.00</u>	+ <u>\$300.00</u>
Total Application Fee		= \$4,450.00	= \$5,990.00

OTHER FEES

- | | | |
|---|------------|--|
| Re-Notification/Deferral Fee | Code 53016 | \$2,182.00 |
| Required when an applicant requests a deferral after notice of a public meeting has been given. | | |
| Legal Fee | Code 63002 | \$586.50 plus \$50 per unit, lot, or block |
| Required when the preparation of an agreement is a condition of approval. | | |
| Removal of the Holding Symbol Application | Code 53001 | \$1,484.00 |
| It is the responsibility of the property owner to satisfy the conditions to remove the holding symbol and to submit an application and fee to remove the holding symbol. | | |
| Local Planning Appeal Tribunal (LPAT) Fee | | \$300.00 |
| An appeal is made through the City Clerk - Phone Number: 519-255-6211. Make certified cheque or money order payable to the Ministry of Finance. Appeals fees, forms, and processes are subject to change. | | |
| Visit http://elto.gov.on.ca/ for additional information. | | |

ZONING BY-LAW AMENDMENT APPLICATION

13. PROPOSED PUBLIC CONSULTATION STRATEGY

Select or describe your proposed strategy for consulting with the public with respect to the application:

Required Public Consultation (Public Notice & Public Meeting as required per the Planning Act)

Open House

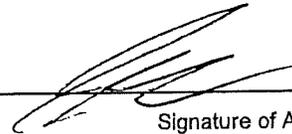
Website

Other _____

14. SWORN DECLARATION OF APPLICANT

Complete in the presence of a Commissioner for Taking Affidavits

I, Jared Dykstra, solemnly declare that the information required under Schedule 1 to Ontario Regulation 545/06 and provided by the applicant is accurate and that the information contained in the documents that accompany this application is accurate, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.



Signature of Applicant (Agent)

Sign in the presence of a Commissioner
For Taking Affidavits

Declared before me  at the City of London

Signature of Commissioner
For Taking Affidavits

Municipality

this 13th day of May, 2020
day month year

PLACE AN IMPRINT OF YOUR STAMP BELOW

GREGORY ANDREW PRIAMO, a Commissioner, etc.,
Province of Ontario, for Zelinka Priamo Ltd,
Expires October 30, 2022.

READ & COMPLETE SCHEDULES A & E IN FULL & SIGN

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements

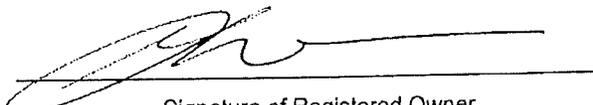
A1. Authorization of Registered Owner for Agent to Make the Application

If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the agent is authorized to make the application must be included with this application form or the authorization below must be completed.

I, Gerald Williams of C&H Properties Inc., am the registered owner of the land that is
Name of Registered Owner

subject of this application for an amendment to the City of Windsor Zoning By-law and I authorize

Zalinka Priamo Ltd. to make this application on my behalf.
Name of Agent


Signature of Registered Owner

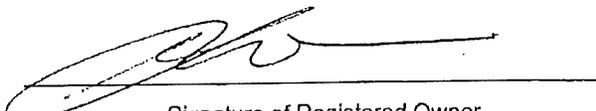
May 7, 2020
Date

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, Gerald Williams of C&H Properties Inc.,
Name of Registered Owner

hereby authorize the Development and Heritage Standing Committee or their successor, City Council, and staff of The Corporation of the City of Windsor to enter upon the subject lands and premises described in Section 5 of the application form for the purpose of evaluating the merits of this application and subsequently to conduct any inspections on the subject lands that may be required as a condition of approval. This is their authority for doing so.


Signature of Registered Owner

May 7, 2020
Date

If Corporation – I have authority to bind the corporation

SCHEDULE A CONTINUES ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements - *Continued*

A3. Acknowledgements

Receipt, Fees, Additional Information, Termination, and Freedom of Information

I acknowledge that receipt of this application by the City of Windsor does not guarantee it to be a complete application, that further review of the application will occur, and that I may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted.

I further acknowledge that after the application is deemed complete, fees are not refundable, additional information may be requested, and that after 60 days of inactivity the City of Windsor may terminate the application without notice.

I further acknowledge that pursuant to the provisions of the Planning Act and the Municipal Freedom of Information and Protection of Privacy Act, this application and all material and information provided with this application are made available to the public.

Species at Risk

Ontario's *Endangered Species Act* protects endangered and threatened species — animals and plants in decline and at risk of disappearing from the province by restricting activities that may affect these plants, animals or their habitats.

I acknowledge that it is my sole responsibility as the Applicant to comply with the provisions of the *Endangered Species Act, 2007, S. O. c.6*. This could require me to register an activity, get a permit or other authorization from the Ministry of the Environment, Conservation and Parks (MECP) prior to conducting an activity that could impact an endangered or threatened plant or animal or its habitat. I further acknowledge that any *Planning Act, R.S.O. 1990, c.P.13* approval given by the City of Windsor does not constitute an approval under the *Endangered Species Act*, nor does it absolve me from seeking the necessary authorization, approvals or permits from the MECP prior to conducting any activity that may affect endangered or threatened plant or animal or its habitat.

Additional information can be found at:

<https://www.ontario.ca/page/development-and-infrastructure-projects-and-endangered-or-threatened-species>

or by contacting MECP at SAROntario@ontario.ca

Acknowledgement

I acknowledge that I have read and understand the above statements:



Signature of Applicant or Agent

13-May-2020

Date

**END OF SCHEDULE A
COMPLETE SCHEDULE E ON NEXT PAGE**

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE E – Environmental Site Screening Questionnaire

Previous Use of Property

- Residential Industrial Commercial Institutional
 Agricultural Parkland Vacant Other _____

- a) If previous use of the property is Industrial or Commercial, specify use:

- b) Has the grading of the subject land been changed by adding earth or material? Has filling occurred on the subject land?
 Yes No Unknown
- c) Has a gasoline station and/or automobile service station been located on the subject land or adjacent lands at any time?
 Yes No Unknown
- d) Has there been petroleum or other fuel stored on the subject land or adjacent lands?
 Yes No Unknown
- e) Are there or have there ever been underground storage tanks or buried waste on the subject land or adjacent lands?
 Yes No Unknown
- f) Have the lands or adjacent lands ever been used as an agricultural operation where cyanide products may have been applied as pesticides and/or sewage sludge applied to the lands?
 Yes No Unknown
- g) Have the lands or adjacent lands ever been used as a weapons firing range?
 Yes No Unknown
- h) Is the nearest boundary line of the application within 500 metres (1,640 feet) of the boundary line of an operational/non-operational public or private waste disposal site, landfill or dump?
 Yes No Unknown
- i) If there are existing or previously existing buildings on the subject lands, are there any building materials remaining on site which are potentially hazardous to public health (e.g., asbestos, PCB's)?
 Yes No Unknown
- j) Is there reason to believe the subject lands may have been contaminated by existing or former uses on the site or adjacent sites?*
- Yes No Unknown
- * Possible uses that can cause contamination include but are not limited to: operation of electrical transformer stations, disposal of waste minerals, raw material storage, and residues left in containers, maintenance activities and spills. Some commercial properties such as gasoline stations, automotive repair garages, and dry cleaning plants have similar potential. The longer a property is under industrial or similar use, the greater the potential for site contamination. Also, a series of different industrial or similar uses upon a site could potentially increase the number of chemicals that are present.*
- k) If current or previous use of the property is Industrial or Commercial, or if YES to any of a) to j) above, attach a previous use inventory showing all former uses of the subject land, or if applicable, the land(s) adjacent to the subject lands.

SCHEDULE E CONTINUES ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE E - CONTINUED

Acknowledgement Clause

I hereby acknowledge that it is my responsibility to ensure that I am in compliance with all applicable laws, regulations, guidelines and the City's Official Plan policies pertaining to potentially contaminated sites, and to use all reasonable effort to identify the potential for contamination on the subject property.

I acknowledge that as a condition of approval of this application that the City may require me to file a Record of Site Condition signed by a qualified person in the provincial Environmental Site Registry, and provide verification to the City of Windsor of acknowledgement of this Record of Site Condition by the Ministry of Environment.

I acknowledge that the City may require the qualified person signing the Record of Site Condition to submit to the City a Declaration acknowledging that the City of Windsor may rely on the statements in the Record of Site Condition.

I acknowledge that the City of Windsor is not responsible for the identification and/or remediation of contaminated sites, and I agree, whether in, through, or as a result of any action or proceeding for environmental clean-up of any damage or otherwise, I will not sue or make claim whatsoever against the City of Windsor, its officers, officials, employees or agents for or in respect of any loss, damage, injury or costs.

Gerald Williams, C&H Properties Inc.

Name of Applicant (print)

Signature of Applicant

Date

Name of Agent (print)

Signature of Agent

Date

END OF SCHEDULE E

ZONING BY-LAW AMENDMENT APPLICATION

DO NOT COMPLETE BELOW – STAFF USE ONLY

Receipt and Assignment of Application	Date Received Stamp
This application has been assigned to:	
<input type="checkbox"/> Adam Szymczak (AS)	<input type="checkbox"/> Greg Atkinson (GA)
<input type="checkbox"/> Jim Abbs (JA)	<input type="checkbox"/> Justina Nwaesel (JN)
<input type="checkbox"/> Laura Diotte (LD)	<input type="checkbox"/> _____
<input type="checkbox"/> Simona Simlon (SS)	<input type="checkbox"/> _____

Complete Application		
This application is deemed complete on _____ Date		
_____ Signature of Delegated Authority		
<input type="checkbox"/> Neil Robertson, MCIP, RPP Manager of Urban Design	<input type="checkbox"/> Michael Cooke, MCIP, RPP Manager of Planning Policy	<input type="checkbox"/> Thom Hunt, MCIP, RPP City Planner & Executive Director

Internal Information
Fee Paid: \$ _____ Receipt No: _____ Date: _____
Payment Type: <input type="checkbox"/> Cash <input type="checkbox"/> Certified Cheque <input type="checkbox"/> Credit Card <input type="checkbox"/> Personal Cheque
NEW Zoning File No. ZNG/ _____ Z- _____
Previous Zoning File No. ZNG/ _____ Z- _____
Related OPA File No. OPA/ _____ OPA _____
Other File Numbers: _____
Notes: _____

THIS IS THE LAST PAGE OF THE APPLICATION FORM

OFFICIAL PLAN AMENDMENT APPLICATION

INSTRUCTIONS

Verify that you are using the most current application form.

- Section 1: Pre-submission consultation with a staff Planner is mandatory per By-law 199-2007. A Planner must sign and date the pre-submission consultation section on page 2.
- Section 2: During Pre-Submission consultation a staff Planner will indicate what supporting information must be submitted with the application.
- Section 3: Provide the full name, address, phone number, fax number and email address of the applicant, agent and registered owner. If any of these are a corporation, provide the full corporate name. Include the full name of the contact person. If there is more than one person, corporation or registered owner, use additional sheets.
- Section 4: Indicate if you are submitting other companion applications with this application.
- Section 5: Provide information about the subject land. This information is used to determine supporting information requirements and to assist in the review of the application.
- Section 6: Describe the amendment and answer all questions. If some of this information is in a Planning Rationale Report, check the box beside "See Planning Rationale Report". If the question is not applicable, check the box beside "Not Applicable".
- Section 7: Provide details about any other Planning Act applications by the applicant for the subject land or any land within 120 metres of it.
- Section 8: Provide information about water service and sanitary sewage disposal.
- Section 9: Check the appropriate box based on the pre-submission consultation with the Planner.
- Section 10: Explain your proposed strategy for consulting with the public with respect to the application.
- Section 11: Complete and sign in the presence of a Commissioner of Taking Affidavits.
- Schedules: Read and complete Schedule A in full and sign.

Submit the application form, supporting studies and information, and the application fee to Ashley D'Alessandro, Senior Clerk Steno, Planning Division, Suite 210, 350 City Hall Square West, Windsor, ON, N9A 6S1.

The application is reviewed to ensure all prescribed information and the required fee have been submitted. Within 30 days of the receipt of the application, the applicant will be notified in writing that the application is deemed complete. If deemed incomplete, the application and fee will be returned. If deemed complete, the application fee is not refundable.

The applicant, agent and all other interested parties will be notified by the City Clerk of the date, time and location of the Development & Heritage Standing Committee (DHSC) meeting and the Council meeting.

An application will be terminated without notice after 60 days of inactivity.

CONTACT INFORMATION

Date Received Stamp

Planning & Building Department – Planning Division
Suite 210
350 City Hall Square West
Windsor ON N9A 6S1

Telephone: 519-255-6543
Fax: 519-255-6544
Email: planningdept@citywindsor.ca
Web Site: www.citywindsor.ca

OFFICIAL PLAN AMENDMENT APPLICATION

1. PRE-SUBMISSION CONSULTATION

By-law 199-2007 requires pre-submission consultation with a staff Planner to determine what supporting information is required, to verify fee payable, and to review the process. This application is incomplete unless you have a valid Pre-Submission Letter or a staff Planner signs below.

Valid Pre-Submission Letter? NO YES File Number: PS- 022-20

Staff Use Only

Signature of Staff Planner		Date of Consultation	
<input type="checkbox"/> Jim Abbs	<input type="checkbox"/> Greg Atkinson	<input type="checkbox"/> Laura Diotte	<input type="checkbox"/> _____
<input type="checkbox"/> Justina Nwaesei	<input type="checkbox"/> Simona Simion	<input type="checkbox"/> Adam Szymczak	<input type="checkbox"/> _____

2. REQUIRED SUPPORTING INFORMATION *(To be completed by a staff Planner)*

Unless you have a valid Pre-Submission Letter, a staff Planner will indicate below what supporting information must be submitted with the application during pre-submission consultation. The City of Windsor reserves the right to require additional supporting information during the processing of the application. All supporting information submitted is made available for public review.

For each document, provide one paper copy, and where possible, one digital copy on a CD or USB flash drive. All drawings or plans shall be in letter size (8.5 x 11 inches) in JPG and PDF format. All other document shall be provided in Word and PDF format. All PDF documents shall be flattened with no layers.

If you are submitting a companion application submit only one set of documents.

<input checked="" type="checkbox"/> Deed or Offer to Purchase	<input type="checkbox"/> Corporation Profile Report	<input checked="" type="checkbox"/> Site Plan Conceptual	<input checked="" type="checkbox"/> Sketch of Subject Land
<input type="checkbox"/> Archaeological Assessment – Stage 1	<input type="checkbox"/> Built Heritage Impact Study	<input type="checkbox"/> Environmental Evaluation Report	<input type="checkbox"/> Environmental Site Assessment
<input type="checkbox"/> Floor Plan and Elevations	<input type="checkbox"/> Geotechnical Study	<input type="checkbox"/> Guideline Plan	<input type="checkbox"/> Lighting Study
<input type="checkbox"/> Market Impact Assessment	<input type="checkbox"/> Micro-Climate Study	<input checked="" type="checkbox"/> Noise Study	<input checked="" type="checkbox"/> Planning Rationale Report
<input type="checkbox"/> Record of Site Condition <i>(see Schedule E)</i>	<input type="checkbox"/> Sanitary Sewer Study	<input type="checkbox"/> Species at Risk Screening	<input type="checkbox"/> Storm Sewer Study
<input checked="" type="checkbox"/> Storm Water Retention Scheme	<input type="checkbox"/> Topographic Plan of Survey	<input type="checkbox"/> Transportation Impact Statement	<input type="checkbox"/> Transportation Impact Study
<input checked="" type="checkbox"/> Tree Preservation	<input type="checkbox"/> Tree Survey Study	<input type="checkbox"/> Urban Design Study	<input type="checkbox"/> Vibration Study
<input type="checkbox"/> Wetland Evaluation Study	Other Required Information: _____		

OFFICIAL PLAN AMENDMENT APPLICATION

3. APPLICANT, REGISTERED OWNER AND AGENT INFORMATION

Provide in full the name of the applicant, registered owner and agent, the name of the contact person, and address, postal code, phone number, fax number and email address.

If the applicant or registered owner is a numbered company, provide the name of the principals of the company. If there is more than one applicant or registered owner, copy this page, complete in full and submit with this application.

All communication is with the Agent authorized by the Owner to file the application. If there is no Agent, all communication is with the Applicant.

Applicant

Name: Suburban Construction & Management Ltd. Contact: Christain LeFave
Name of Contact Person

Address: 1133 Lesperance Road, Tecumseh, ON N8N 1X3

Address: _____ Postal Code: _____

Phone: 519-735-1800 Fax: _____

Email: clefave@lefaveonline.com

Registered Owner Same as Applicant

Name: C&H Properties Inc. Contact: Gerald Williams
Name of Contact Person

Address: 10104 103 Ave NM, Edmonton, AB T5J 0H8

Address: _____ Postal Code: _____

Phone: 780-429-2369 Fax: _____

Email: _____

Agent Authorized by the Owner to File the Application (Also complete Section A1 of Schedule A)

Name: Zalinka Priamo Ltd. Contact: Jared Dykstra
Name of Contact Person

Address: 318 Wellington Raod, London, ON N6C 4P4

Address: _____ Postal Code: _____

Phone: 519-474-7137 Fax: _____

Email: jared.d@zpplan.com

4. COMPANION APPLICATIONS

Are you submitting a companion Rezoning application? NO YES

Are you submitting a companion Plan of Subdivision/Condominium application? NO YES

Are you submitting a companion Site Plan Control Application? NO YES

OFFICIAL PLAN AMENDMENT APPLICATION

5. SUBJECT LAND INFORMATION

Municipal Address 1135 Lauzon Road, Windsor, Ontario

Legal Description LOTS 21 & 22, PARTS LOTS 20, 23 & 24 PL 980; PART ALLEY PL 980 (CLOSED BY CE349312); PART LOT 127 CON 1 SANDWICH EAST DESIGNATED AS PARTS 1, 7 & 8 PL 12R24215

Assessment Roll Number 373906030020211

Frontage (m) 57.7 m (Edgar) Depth (m) 75 m Area (sq m) 4,575 m²

Current Official Plan Designation Commercial Corridor

What land uses are permitted by the Official Plan Designation? Commercial uses

6. DESCRIPTION OF OFFICIAL PLAN AMENDMENT (OPA)

Name of Official Plan proposed to be amended: The City of Windsor Official Plan

Amendment to Official Plan from Commercial Corridor to Residential

Purpose of the proposed OPA: To permit the development of a four storey apartment building and associated surface parking.

What land uses will the proposed official plan amendment (OPA) authorize? Residential land uses

Does the proposed OPA change, replace or delete a policy in the Official Plan? No Yes

If yes, the policy to be changed, replaced or deleted: _____

Does the proposed OPA add a policy to the Official Plan? No Yes

OFFICIAL PLAN AMENDMENT APPLICATION

6. DESCRIPTION OF OFFICIAL PLAN AMENDMENT (OPA) - Continued

Does the proposed OPA change or replace a designation in the Official Plan? No Yes

If yes, the designation to be changed or replaced: The OPA changes the land use designation on the subject lands from Commercial Corridor to Residential.

If a policy is being changed, replaced or deleted or if a policy is being added, the text of the proposed OPA:

Not Applicable See Planning Rationale Report See Attached

If the proposed OPA changes or replaces a schedule in the Official Plan, the requested schedule and the text that accompanies it:

Not Applicable See Planning Rationale Report See Attached

If the proposed OPA alters all or any part of the boundary of an area of a settlement or establishes a new area of settlement, the current official policies, if any, dealing with the alteration or establishment of an area of settlement:

Not Applicable See Planning Rationale Report See Attached

If the proposed OPA removes the subject land from an area of employment, the current Official Plan policies, if any, dealing with the removal of land from an area of employment:

Not Applicable See Planning Rationale Report See Attached

Explain how the proposed OPA is consistent with the Provincial Policy Statement (Section 3(1) of the Planning Act)

See Planning Rationale Report See Attached

OFFICIAL PLAN AMENDMENT APPLICATION

7. OTHER APPLICATION INFORMATION

Is the subject land or land within 120 metres the subject of an application by the applicant under the Planning Act for:

A Minor Variance or Consent? No Yes

File number: _____ Status: _____

Approval authority: _____

Affected lands: _____

Purpose of Minor Variance or Consent: _____

Effect on the proposed OPA: _____

An amendment to an Official Plan, a Zoning By-law or a Minister's Zoning Order? No Yes

File number: 022-20 Status: Submitted concurrently

Approval authority: City of Windsor

Affected lands: 1135 Lauzon Road, Windsor ON

Purpose of OP or ZBL amendment or Zoning Order: ZBA to rezone subject lands CD2.1 to RD3.1 (X)

Effect on the proposed OPA: To permit the development of a four storey apartment building and surface parking on the subject lands

Approval of a plan of subdivision or a site plan? No Yes

File number: _____ Status: _____

Approval authority: _____

Affected lands: _____

Purpose of plan of subdivision or site plan: _____

Effect on the proposed OPA: _____

OFFICIAL PLAN AMENDMENT APPLICATION

8. WATER & SANITARY SEWAGE DISPOSAL

WATER – Indicate whether water will be provided to the subject land by:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Publicly owned & operated piped water system | <input type="checkbox"/> A lake or other water body |
| <input type="checkbox"/> Privately owned & operated individual well | <input type="checkbox"/> Other means: _____ |
| <input type="checkbox"/> Privately owned & operated communal well | |

SANITARY - Indicate whether sanitary sewage disposal will be provided to the subject land by:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Publicly owned & operated sanitary sewage system | <input type="checkbox"/> A privy |
| <input type="checkbox"/> Privately owned & operated individual septic system | <input type="checkbox"/> Other means: _____ |
| <input type="checkbox"/> Privately owned & operated communal septic system | |

If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4500 litres of effluent would be produced per day as a result of the development being completed submit a Servicing Options Report and a Hydrogeological Report.

9. TYPE OF AMENDMENT, APPLICATION FEE & OTHER FEES

TYPE OF OFFICIAL PLAN AMENDMENT (OPA)

The type of amendment is determined by the City Planner or their designate.

Minor OPA: A minor revision to the text of the Official Plan or a Site Specific Policy direction.

Major OPA: A change from one land use designation to another land use designation, a change to any Schedule in the City of Windsor Official Plan, or any other amendment not described above.

APPLICATION FEE

Fees are subject to change. Verify fees before submitting the application. Fees are not refundable once the application has been deemed complete by Council or a delegated authority. Accepted methods of payment are MasterCard, Visa, Cash, Certified Cheque and Personal Cheque. A cheque shall be payable to The Corporation of the City of Windsor.

	<i>Code</i>	<input type="checkbox"/> Minor OPA	<input checked="" type="checkbox"/> Major OPA
Base Fee	63003	\$2,182.00	\$7,838.00
GIS Fee	63024	+ \$50.00	+ \$50.00
Essex Region Conservation Authority Fee	53023	+ \$200.00	+ \$300.00
Total Application Fee		= \$2,432.00	= \$8,188.00

OTHER FEES

Re-Notification/Deferral Fee \$2,182.00 Code 53016
 Required when an applicant requests a deferral after notice of a public meeting has been given.

Local Planning Appeal Tribunal (LPAT) Fee \$300.00 Confirm fee with the City Clerk.
 All appeals are made through the City Clerk. Their phone number is 519-255-6211.
 Make certified cheque or money order payable to the Ministry of Finance.
 Appeals fees, forms, and processes are subject to change. Visit <http://elto.gov.on.ca/> for additional information.

OFFICIAL PLAN AMENDMENT APPLICATION

10. PROPOSED PUBLIC CONSULTATION STRATEGY

Select or describe your proposed strategy for consulting with the public with respect to the application:

Required Public Consultation (Public Notice & Public Meeting as required per the Planning Act)

Open House

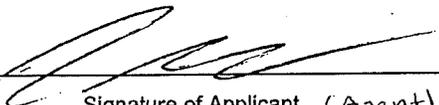
Website

Other _____

11. SWORN DECLARATION OF APPLICANT

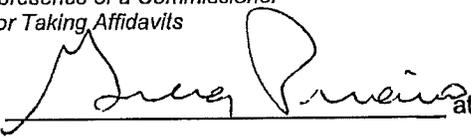
Complete in the presence of a Commissioner for Taking Affidavits

I, Jared Dyleston, solemnly declare that the information required under Schedule 1 to Ontario Regulation 543/06 and provided by the applicant is accurate and that the information contained in the documents that accompany this application is accurate, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.



Signature of Applicant (Agent)

Sign in the presence of a Commissioner
For Taking Affidavits

Declared before me  at the City of London

Signature of Commissioner For Taking Affidavits Municipality

this 13th day of May, 2020
day month year

PLACE AN IMPRINT OF YOUR STAMP BELOW

GREGORY ANDREW PRIAMO, a Commissioner, etc.,
Province of Ontario, for Zelinka Priamo Ltd.
Expires October 30, 2022.

READ & COMPLETE SCHEDULE A IN FULL & SIGN

OFFICIAL PLAN AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgement

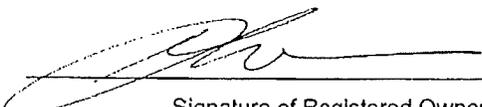
A1. Authorization of Registered Owner for Agent to Make the Application

If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the agent is authorized to make the application must be included with this application form or the authorization below must be completed.

I, Gerald Williams of C&H Properties Inc., am the registered owner of the land that is
name of registered owner

subject of this application for an amendment to the City of Windsor Official Plan and I authorize

Zalinka Priamo Ltd. to make this application on my behalf.
name of agent

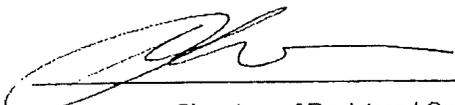

Signature of Registered Owner

May 7, 2020
Date

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, Gerald Williams, C&H Properties Inc., hereby authorize the Development and Heritage Standing Committee, City Council, and staff of The Corporation of the City of Windsor to enter upon the subject lands and premises described in Section 5 of the application form for the purpose of evaluating the merits of this application and subsequently to conduct any inspections on the subject lands that may be required as condition of approval. This is their authority for doing so.


Signature of Registered Owner

May 7, 2020
Date

If Corporation -- I have authority to bind the corporation

SCHEDULE A CONTINUES ON NEXT PAGE

OFFICIAL PLAN AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements - Continued

A3. Acknowledgements

Receipt, Fees, Additional Information, Termination, and Freedom of Information

I acknowledge that receipt of this application by the City of Windsor does not guarantee it to be a complete application, that further review of the application will occur, and I may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted.

I further acknowledge that once the application is deemed complete, fees are not refundable, additional information may be requested, and that after 60 days of inactivity the City of Windsor may terminate the application without notice.

I further acknowledge that pursuant to the provisions of the Planning Act and the Municipal Freedom of Information and Protection of Privacy Act, this application and all material and information provided with this application are made available to the public.

Species at Risk

Ontario's *Endangered Species Act* protects endangered and threatened species — animals and plants in decline and at risk of disappearing from the province by restricting activities that may affect these plants, animals or their habitats.

I acknowledge that it is my sole responsibility as the Applicant to comply with the provisions of the *Endangered Species Act, 2007, S. O. c.6*. This could require me to register an activity, get a permit or other authorization from the Ministry of the Environment, Conservation and Parks (MECP) prior to conducting an activity that could impact an endangered or threatened plant or animal or its habitat. I further acknowledge that any *Planning Act, R.S.O. 1990, c.P.13* approval given by the City of Windsor does not constitute an approval under the *Endangered Species Act*, nor does it absolve me from seeking the necessary authorization, approvals or permits from the MECP prior to conducting any activity that may affect endangered or threatened plant or animal or its habitat.

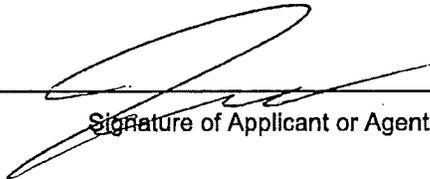
Additional information can be found at:

<https://www.ontario.ca/page/development-and-infrastructure-projects-and-endangered-or-threatened-species>

or by contacting MECP at SAROntario@ontario.ca

Acknowledgement

I acknowledge that I have read and understand the above statements:



Signature of Applicant or Agent

13-May-2020

Date

END OF SCHEDULE A

OFFICIAL PLAN AMENDMENT APPLICATION

DO NOT COMPLETE BELOW – STAFF USE ONLY

Receipt and Assignment of Application	Date Received Stamp
This application has been assigned to:	
<input type="checkbox"/> Adam Szymczak (AS)	<input type="checkbox"/> Greg Atkinson (GA)
<input type="checkbox"/> Jim Abbs (JA)	<input type="checkbox"/> Justina Nwaesel (JN)
<input type="checkbox"/> Laura Diotte (LD)	<input type="checkbox"/>
<input type="checkbox"/> Simona Simion (SS)	<input type="checkbox"/>

Complete Application		
This application is deemed complete on _____ Date		
_____ Signature of Delegated Authority		
<input type="checkbox"/> Neil Robertson, MCIP, RPP Manager of Urban Design	<input type="checkbox"/> Michael Cooke, MCIP, RPP Manager of Planning Policy	<input type="checkbox"/> Thom Hunt, MCIP, RPP City Planner & Executive Director

Internal Information			
Fee Paid: \$ _____	Receipt No: _____	Date: _____	
Payment Type: <input type="checkbox"/> Cash	<input type="checkbox"/> Certified Cheque	<input type="checkbox"/> Credit Card	<input type="checkbox"/> Personal Cheque
NEW File No. OPA/ _____			
Previous OPA File No. OPA/ _____			
Related Zoning File No. ZNG/ _____			
Other File Numbers: _____			
Notes: _____			

THIS IS THE LAST PAGE OF THE APPLICATION FORM



ZB/13835

PLANNING DEPARTMENT – DEVELOPMENT DIVISION

Memo

To: City Clerk
From: City Planner/Executive Director
Date: June 15, 2020
Subject: TRANSMITTAL OF NEW FILE

**Our File Number: Z-008/20 [ZNG/6058]
OPA 132 [OPA/6059]**

RE: Application For: (X) Zoning Amendment (X) Official Plan Amendment
() Part Lot Control () Draft Plan of Subdivision/Condominium

Applicant: 2705285 Ontario Inc. (Zeshan Choudhry)
Location: 5787, 5791 & 5795 Tecumseh Rd. East
Description: Application to amend Zoning By-law 8600 to allow a conversion of the commercial units to residential units on the mail floor.

The ZONING AMENDMENT and OFFICIAL PLAN AMENDMENT application submitted by 2705285 ONTARIO INC. (ZESHAN CHOUDHRY) for 5787, 5791 & 5795 TECUMSEH RD. EAST has been deemed as complete on May 14, 2020.

Enclosures:

- (X) 1 copy of Application Form
- () 1 copy of Drawings
- () 1 copy of Site Plan

**CITY OF WINDSOR
COUNCIL SERVICES**

JUN 15 2020

RECEIVED

Thom Hunt, MCIP, RPP
City Planner, Executive Director

/ad

June 4, 2020

Payne Municipal Consulting
Attn: Hilary Payne
4640 Tournament Court
Windsor, ON. N8G 2P8

Dear Mr. Payne,

Re: REZONING & OPA APPLICATION
APPLICANT: 2705285 ONTARIO INC. (ZESHAN CHOUDHRY)
LOCATION: 5787, 5791 & 5795 TECUMSEH RD. EAST
FILE NO.: Z-008/20 [ZNG/6058] & OPA 132 [OPA/6059]

This is to acknowledge receipt of the application for rezoning, which has been assigned the above-referenced file number. In accordance with the delegation authority as prescribed by By-Law 139-2013, the information and material required has been provided; therefore, the application was deemed COMPLETE on May 14, 2020 and processing has begun.

You will be advised prior to the Development & Heritage Standing Committee and Council meetings of the position of the Planning Department on the application and the dates of the public meetings.

Please email at kalexander@citywindsor.ca, if you have any questions.

Yours truly,

Kevin Alexander, MCIP, RPP
Planner III – Special Projects

KA/ad



June 4, 2020

Payne Municipal Consulting
Attn: Hilary Payne
4640 Tournament Court
Windsor, ON. N8G 2P8

Dear Mr. Payne,

Re: REZONING & OPA APPLICATION
APPLICANT: 2705285 ONTARIO INC. (ZESHAN CHOUDHRY)
LOCATION: 5787, 5791 & 5795 TECUMSEH RD. EAST
FILE NO.: Z-008/20 [ZNG/6058] & OPA 132 [OPA/6059]

This is to acknowledge receipt of the application for rezoning, which has been assigned the above-referenced file number. In accordance with the delegation authority as prescribed by By-Law 139-2013, the information and material required has been provided; therefore, the application was deemed COMPLETE on May 14, 2020 and processing has begun.

You will be advised prior to the Development & Heritage Standing Committee and Council meetings of the position of the Planning Department on the application and the dates of the public meetings.

Please email at kalexander@citywindsor.ca, if you have any questions.

Yours truly,

Kevin Alexander, MCIP, RPP
Planner III – Special Projects

KA/ad



OFFICIAL PLAN AMENDMENT APPLICATION

INSTRUCTIONS

Verify that you are using the most current application form.

Section 1: Pre-submission consultation with a staff Planner is mandatory per By-law 199-2007. A Planner must sign and date the pre-submission consultation section on page 2.

Section 2: During Pre-Submission consultation a staff Planner will indicate what supporting information must be submitted with the application.

Section 3: Provide the full name, address, phone number, fax number and email address of the applicant, agent and registered owner. If any of these are a corporation, provide the full corporate name. Include the full name of the contact person. If there is more than one person, corporation or registered owner, use additional sheets.

Section 4: Indicate if you are submitting other companion applications with this application.

Section 5: Provide information about the subject land. This information is used to determine supporting information requirements and to assist in the review of the application.

Section 6: Describe the amendment and answer all questions. If some of this information is in a Planning Rationale Report, check the box beside "See Planning Rationale Report". If the question is not applicable, check the box beside "Not Applicable".

Section 7: Provide details about any other Planning Act applications by the applicant for the subject land or any land within 120 metres of it.

Section 8: Provide information about water service and sanitary sewage disposal.

Section 9: Check the appropriate box based on the pre-submission consultation with the Planner.

Section 10: Explain your proposed strategy for consulting with the public with respect to the application.

Section 11: Complete and sign in the presence of a Commissioner of Taking Affidavits.

Schedules: Read and complete Schedule A in full and sign.

Submit the application form, supporting studies and information, and the application fee to Ashley D'Alessandro, Senior Clerk Steno, Planning Division, Suite 210, 350 City Hall Square West, Windsor, ON, N9A 6S1.

The application is reviewed to ensure all prescribed information and the required fee have been submitted. Within 30 days of the receipt of the application, the applicant will be notified in writing that the application is deemed complete. If deemed incomplete, the application and fee will be returned. If deemed complete, the application fee is not refundable.

The applicant, agent and all other interested parties will be notified by the City Clerk of the date, time and location of the Development & Heritage Standing Committee (DHSC) meeting and the Council meeting.

An application will be terminated without notice after 60 days of inactivity.

CONTACT INFORMATION

Date Received Stamp

Planning & Building Department – Planning Division
Suite 210
350 City Hall Square West
Windsor ON N9A 6S1

Telephone: 519-255-6543
Fax: 519-255-6544
Email: planningdept@citywindsor.ca
Web Site: www.citywindsor.ca

OFFICIAL PLAN AMENDMENT APPLICATION

1. PRE-SUBMISSION CONSULTATION

By-law 199-2007 requires pre-submission consultation with a staff Planner to determine what supporting information is required, to verify fee payable, and to review the process. This application is incomplete unless you have a valid Pre-Submission Letter or a staff Planner signs below.

Valid Pre-Submission Letter? NO YES File Number: PS- 006/20

Staff Use Only

Signature of Staff Planner	Date of Consultation
<input type="checkbox"/> Jim Abbs <input type="checkbox"/> Greg Atkinson	<input type="checkbox"/> Laura Diotte <input type="checkbox"/> Sahar Jamshidi
<input type="checkbox"/> Justina Nwaesei <input type="checkbox"/> Simona Simion	<input type="checkbox"/> Adam Szymczak <input type="checkbox"/> _____

2. REQUIRED SUPPORTING INFORMATION *(To be completed by a staff Planner)*

Unless you have a valid Pre-Submission Letter, a staff Planner will indicate below what supporting information must be submitted with the application during pre-submission consultation. The City of Windsor reserves the right to require additional supporting information during the processing of the application. All supporting information submitted is made available for public review.

For each document, provide one paper copy, and where possible, one digital copy on a CD or USB flash drive. All drawings or plans shall be in letter size (8.5 x 11 inches) in JPG and PDF format. All other document shall be provided in Word and PDF format. All PDF documents shall be flattened with no layers.

If you are submitting a companion application submit only one set of documents.

<input checked="" type="checkbox"/> Deed or Offer to Purchase	<input type="checkbox"/> Corporation Profile Report	<input checked="" type="checkbox"/> Site Plan Conceptual	<input checked="" type="checkbox"/> Sketch of Subject Land
<input type="checkbox"/> Archaeological Assessment – Stage 1	<input type="checkbox"/> Built Heritage Impact Study	<input type="checkbox"/> Environmental Evaluation Report	<input type="checkbox"/> Environmental Site Assessment
<input type="checkbox"/> Floor Plan and Elevations	<input type="checkbox"/> Geotechnical Study	<input type="checkbox"/> Guideline Plan	<input type="checkbox"/> Lighting Study
<input type="checkbox"/> Market Impact Assessment	<input type="checkbox"/> Micro-Climate Study	<input type="checkbox"/> Noise Study	<input checked="" type="checkbox"/> Planning Rationale Report
<input type="checkbox"/> Record of Site Condition <i>(see Schedule E)</i>	<input type="checkbox"/> Sanitary Sewer Study	<input type="checkbox"/> Species at Risk Screening	<input type="checkbox"/> Storm Sewer Study
<input type="checkbox"/> Storm Water Retention Scheme	<input type="checkbox"/> Topographic Plan of Survey	<input type="checkbox"/> Transportation Impact Statement	<input type="checkbox"/> Transportation Impact Study
<input type="checkbox"/> Tree Preservation	<input type="checkbox"/> Tree Survey Study	<input type="checkbox"/> Urban Design Study	<input type="checkbox"/> Vibration Study
<input type="checkbox"/> Wetland Evaluation Study	Other Required Information: _____		

OFFICIAL PLAN AMENDMENT APPLICATION

3. APPLICANT, REGISTERED OWNER AND AGENT INFORMATION

Provide in full the name of the applicant, registered owner and agent, the name of the contact person, and address, postal code, phone number, fax number and email address.

If the applicant or registered owner is a numbered company, provide the name of the principals of the company. If there is more than one applicant or registered owner, copy this page, complete in full and submit with this application.

All communication is with the Agent authorized by the Owner to file the application. If there is no Agent, all communication is with the Applicant.

Applicant

Name: 2705285 Ontario Inc. Contact: Zeshan Choudhry
Name of Contact Person

Address: 50 Nessie St.

Address: Markham, ON Postal Code: L3S 4H8

Phone: 647-829-7210 Fax: _____

Email: zeshanchoudhry03@gmail.com

Registered Owner Same as Applicant

Name: _____ Contact: _____
Name of Contact Person

Address: _____

Address: _____ Postal Code: _____

Phone: _____ Fax: _____

Email: _____

Agent Authorized by the Owner to File the Application (Also complete Section A1 of Schedule A)

Name: Payne Municipal Consulting Contact: Hilary Payne
Name of Contact Person

Address: 4640 Tournament Crt

Address: Windsor, ON Postal Code: N8G 2P8

Phone: 519-969-2792 Fax: _____

Email: soldbyhilary@gmail.com

4. COMPANION APPLICATIONS

Are you submitting a companion Rezoning application?	NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>
Are you submitting a companion Plan of Subdivision/Condominium application?	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>
Are you submitting a companion Site Plan Control Application?	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>

OFFICIAL PLAN AMENDMENT APPLICATION

5. SUBJECT LAND INFORMATION

Municipal Address 5787 to 5795 Tecumseh Road East, Windsor, ON

Legal Description Pt Lt 4 PL 867 Sandwich East as in R1238383; Windsor (Description Amended Feb 28, 2003 AMB)
PIN 01367-0237

Assessment Roll Number 070-580-09400-0000

Frontage (m) Approx. 18.43 m Depth (m) irregular Area (sq m) Approx. 0.07 ha

Current Official Plan Designation Commercial Corridor

What land uses are permitted by the Official Plan Designation? _____

6.5.3.1

Uses permitted in the Commercial Corridor land use designation are primarily retail, wholesale store (added by OPA 58, 24 07 2006) and service oriented uses and, to a lesser extent, office uses.

6. DESCRIPTION OF OFFICIAL PLAN AMENDMENT (OPA)

Name of Official Plan proposed to be amended: The City of Windsor Official Plan

Amendment to Official Plan from Commercial Corridor to Site Specific Commercial Corridor

Purpose of the proposed OPA: The purpose of the OPA is to convert the current commercial use to residential dwelling units as Low Profile.

What land uses will the proposed official plan amendment (OPA) authorize? _____

Site Specific Commercial Corridor - add residential in the form of a 7 unit multiple dwelling as a permitted use.

Does the proposed OPA change, replace or delete a policy in the Official Plan? No Yes

If yes, the policy to be changed, replaced or deleted: _____

Does the proposed OPA add a policy to the Official Plan? No Yes

OFFICIAL PLAN AMENDMENT APPLICATION

6. DESCRIPTION OF OFFICIAL PLAN AMENDMENT (OPA) - Continued

Does the proposed OPA change or replace a designation in the Official Plan? No Yes

If yes, the designation to be changed or replaced: _____

If a policy is being changed, replaced or deleted or if a policy is being added, the text of the proposed OPA:

Not Applicable See Planning Rationale Report See Attached

If the proposed OPA changes or replaces a schedule in the Official Plan, the requested schedule and the text that accompanies it:

Not Applicable See Planning Rationale Report See Attached

If the proposed OPA alters all or any part of the boundary of an area of a settlement or establishes a new area of settlement, the current official policies, if any, dealing with the alteration or establishment of an area of settlement:

Not Applicable See Planning Rationale Report See Attached

If the proposed OPA removes the subject land from an area of employment, the current Official Plan policies, if any, dealing with the removal of land from an area of employment:

Not Applicable See Planning Rationale Report See Attached

Explain how the proposed OPA is consistent with the Provincial Policy Statement (Section 3(1) of the Planning Act)

See Planning Rationale Report See Attached

OFFICIAL PLAN AMENDMENT APPLICATION

7. OTHER APPLICATION INFORMATION

Is the subject land or land within 120 metres the subject of an application by the applicant under the Planning Act for:

A Minor Variance or Consent? No Yes

File number: _____ Status: _____

Approval authority: _____

Affected lands: _____

Purpose of Minor Variance or Consent: _____

Effect on the proposed OPA: _____

An amendment to an Official Plan, a Zoning By-law or a Minister's Zoning Order? No Yes

File number: _____ Status: _____

Approval authority: _____

Affected lands: _____

Purpose of OP or ZBL amendment or Zoning Order: _____

Effect on the proposed OPA: _____

Approval of a plan of subdivision or a site plan? No Yes

File number: _____ Status: _____

Approval authority: _____

Affected lands: _____

Purpose of plan of subdivision or site plan: _____

Effect on the proposed OPA: _____

OFFICIAL PLAN AMENDMENT APPLICATION

8. WATER & SANITARY SEWAGE DISPOSAL

WATER – Indicate whether water will be provided to the subject land by:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Publicly owned & operated piped water system | <input type="checkbox"/> A lake or other water body |
| <input type="checkbox"/> Privately owned & operated individual well | <input type="checkbox"/> Other means: _____ |
| <input type="checkbox"/> Privately owned & operated communal well | |

SANITARY - Indicate whether sanitary sewage disposal will be provided to the subject land by:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Publicly owned & operated sanitary sewage system | <input type="checkbox"/> A privy |
| <input type="checkbox"/> Privately owned & operated individual septic system | <input type="checkbox"/> Other means: _____ |
| <input type="checkbox"/> Privately owned & operated communal septic system | |

If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4500 litres of effluent would be produced per day as a result of the development being completed submit a Servicing Options Report and a Hydrogeological Report.

9. TYPE OF AMENDMENT, APPLICATION FEE & OTHER FEES

TYPE OF OFFICIAL PLAN AMENDMENT (OPA)

The type of amendment is determined by the City Planner or their designate.

Minor OPA: A minor revision to the text of the Official Plan or a Site Specific Policy direction.

Major OPA: A change from one land use designation to another land use designation, a change to any Schedule in the City of Windsor Official Plan, or any other amendment not described above.

APPLICATION FEE

Fees are subject to change. Verify fees before submitting the application. Fees are not refundable once the application has been deemed complete by Council or a delegated authority. Accepted methods of payment are MasterCard, Visa, Cash, Certified Cheque and Personal Cheque. A cheque shall be payable to The Corporation of the City of Windsor.

	<i>Code</i>	<input checked="" type="checkbox"/> Minor OPA	<input type="checkbox"/> Major OPA
Base Fee	63003	\$2,182.00	\$7,838.00
GIS Fee	63024	+ \$50.00	+ \$50.00
Essex Region Conservation Authority Fee	53023	+ \$200.00	+ \$300.00
Total Application Fee		= \$2,432.00	= \$8,188.00

OTHER FEES

Re-Notification/Deferral Fee \$2,182.00 *Code 53016*
 Required when an applicant requests a deferral after notice of a public meeting has been given.

Local Planning Appeal Tribunal (LPAT) Fee \$300.00 Confirm fee with the City Clerk.

All appeals are made through the City Clerk. Their phone number is 519-255-6211.

Make certified cheque or money order payable to the Ministry of Finance.

Appeals fees, forms, and processes are subject to change. Visit <http://elto.gov.on.ca/> for additional information.

OFFICIAL PLAN AMENDMENT APPLICATION

10. PROPOSED PUBLIC CONSULTATION STRATEGY

Select or describe your proposed strategy for consulting with the public with respect to the application:

Required Public Consultation (Public Notice & Public Meeting as required per the Planning Act)

Open House

Website

Other _____

11. SWORN DECLARATION OF APPLICANT

Complete in the presence of a Commissioner for Taking Affidavits

I, Zeshan Choudhry, solemnly declare that the information required under Schedule 1 to Ontario Regulation 543/06 and provided by the applicant is accurate and that the information contained in the documents that accompany this application is accurate, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.

DocuSigned by:
Zeshan Choudhry
5296E7C4ADE443E

Signature of Applicant

*Sign in the presence of a Commissioner
For Taking Affidavits*

Declared before me _____ at the _____

*Signature of Commissioner
For Taking Affidavits*

Municipality

this _____ day of _____, 20____
day month year

PLACE AN IMPRINT OF YOUR STAMP BELOW

READ & COMPLETE SCHEDULE A IN FULL & SIGN

OFFICIAL PLAN AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgement

A1. Authorization of Registered Owner for Agent to Make the Application

If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the agent is authorized to make the application must be included with this application form or the authorization below must be completed.

I, Zeshan Choudhry, am the registered owner of the land that is
name of registered owner

subject of this application for an amendment to the City of Windsor Official Plan and I authorize

Payne Municipal Consulting to make this application on my behalf.
name of agent

DocuSigned by:
Zeshan Choudhry
5296E7C4ADE443E...

4/14/2020

Signature of Registered Owner

Date

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, Zeshan Choudhry, hereby authorize the Development and Heritage Standing Committee, City Council, and staff of The Corporation of the City of Windsor to enter upon the subject lands and premises described in Section 5 of the application form for the purpose of evaluating the merits of this application and subsequently to conduct any inspections on the subject lands that may be required as condition of approval. This is their authority for doing so.

DocuSigned by:
Zeshan Choudhry
5296E7C4ADE443E...

4/14/2020

Signature of Registered Owner

Date

If Corporation – I have authority to bind the corporation

SCHEDULE A CONTINUES ON NEXT PAGE

OFFICIAL PLAN AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements - Continued

A3. Acknowledgements

Receipt, Fees, Additional Information, Termination, and Freedom of Information

I acknowledge that receipt of this application by the City of Windsor does not guarantee it to be a complete application, that further review of the application will occur, and I may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted.

I further acknowledge that once the application is deemed complete, fees are not refundable, additional information may be requested, and that after 60 days of inactivity the City of Windsor may terminate the application without notice.

I further acknowledge that pursuant to the provisions of the Planning Act and the Municipal Freedom of Information and Protection of Privacy Act, this application and all material and information provided with this application are made available to the public.

Species at Risk

Ontario's *Endangered Species Act* protects endangered and threatened species — animals and plants in decline and at risk of disappearing from the province by restricting activities that may affect these plants, animals or their habitats.

I acknowledge that it is my sole responsibility as the Applicant to comply with the provisions of the *Endangered Species Act, 2007, S. O. c. 6*. This could require me to register an activity, get a permit or other authorization from the Ministry of the Environment, Conservation and Parks (MECP) prior to conducting an activity that could impact an endangered or threatened plant or animal or its habitat. I further acknowledge that any *Planning Act, R.S.O. 1990, c.P. 13* approval given by the City of Windsor does not constitute an approval under the *Endangered Species Act*, nor does it absolve me from seeking the necessary authorization, approvals or permits from the MECP prior to conducting any activity that may affect endangered or threatened plant or animal or its habitat.

Additional information can be found at:

<https://www.ontario.ca/page/development-and-infrastructure-projects-and-endangered-or-threatened-species>

or by contacting MECP at SAROntario@ontario.ca

Acknowledgement

I acknowledge that I have read and understand the above statements:

X

Signature of Applicant or Agent

Date

END OF SCHEDULE A

OFFICIAL PLAN AMENDMENT APPLICATION

DO NOT COMPLETE BELOW – STAFF USE ONLY

Receipt and Assignment of Application	Date Received Stamp
This application has been assigned to:	
<input type="checkbox"/> Adam Szymczak (AS)	<input type="checkbox"/> Greg Atkinson (GA)
<input type="checkbox"/> Jim Abbs (JA)	<input type="checkbox"/> Justina Nwaesei (JN)
<input type="checkbox"/> Laura Diotte (LD)	<input type="checkbox"/> Sahar Jamshidi (SJ)
<input type="checkbox"/> Simona Simion (SS)	<input type="checkbox"/> _____

Complete Application		
This application is deemed complete on _____ Date		
_____ Signature of Delegated Authority		
<input type="checkbox"/> Neil Robertson, MCIP, RPP Manager of Urban Design	<input type="checkbox"/> Michael Cooke, MCIP, RPP Manager of Planning Policy	<input type="checkbox"/> Thom Hunt, MCIP, RPP City Planner & Executive Director

Internal Information			
Fee Paid: \$ _____	Receipt No: _____	Date: _____	
Payment Type: <input type="checkbox"/> Cash	<input type="checkbox"/> Certified Cheque	<input type="checkbox"/> Credit Card	<input type="checkbox"/> Personal Cheque
NEW File No. OPA/ _____			
Previous OPA File No. OPA/ _____			
Related Zoning File No. ZNG/ _____			
Other File Numbers: _____			
Notes: _____			

THIS IS THE LAST PAGE OF THE APPLICATION FORM



ZONING BY-LAW AMENDMENT APPLICATION

INSTRUCTIONS

Verify that you are using the most current application form.

- Section 1: Pre-Submission consultation with a staff Planner is mandatory per By-law 199-2007. If you do not have a valid Pre-Submission Letter, you must meet with a staff Planner who must sign and date this section.
 - Section 2: During Pre-Submission consultation a staff Planner will indicate what supporting information must be submitted with the application.
 - Section 3: Provide the full name, address, phone number, fax number and email address of the applicant, agent and registered owner. If any of these are a corporation, provide the full corporate name. Include the full name of the contact person. If there is more than one person, corporation or registered owner, use additional sheets.
 - Section 4: Indicate if you are submitting other companion applications with this application.
 - Section 5: Provide information about the subject land. This information is used to determine supporting information requirements and to assist in the review of the application.
 - Section 6: Indicate the amendment, proposed uses and describe the nature and extent of the amendment being requested. Indicate why the amendment is being requested and how it is consistent with the Provincial Policy Statement and conforms to the City of Windsor Official Plan. If this information is in a Planning Rationale Report, check the box beside "See Planning Rationale Report".
 - Section 7: If there are any existing buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows this information.
 - Section 8: If you propose to build any buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows the information.
 - Section 9: Indicate how the property is accessed. Check all boxes that apply.
 - Section 10: Provide information about water service, sanitary sewage disposal, and storm drainage.
 - Section 11: Provide a sketch of the subject land showing, in metric units, the items listed or indicate if this information is provided on an existing plan or a conceptual site plan.
 - Section 12: Check the appropriate box based on a valid Pre-Submission Letter or pre-submission consultation.
 - Section 13: Explain your proposed strategy for consulting with the public with respect to the application.
 - Section 14: Complete and sign in the presence of a Commissioner of Taking Affidavits.
- Schedules: Read, complete in full, and sign Schedules A & E.

Submit the application form, supporting studies and information, and the fee to Ashley D'Alessandro, Senior Clerk Steno, Planning Division, 350 City Hall Square West, Suite 210, Windsor, ON N9A 6S1.

TYPE OF REZONING AMENDMENT

Date Received Stamp

The type of amendment is determined by the City Planner or their designate.

Minor Zoning Amendment

- Site zoned commercial, institutional, or manufacturing
 - addition to the list of permitted uses
- Site already zoned
 - change to existing regulations or to zoning district boundary to match lot lines
- Site designated in the Official Plan for residential use
 - rezoning to accommodate a maximum of six dwelling units
- Site designated in the Official Plan for the proposed use other than residential
 - site-specific zoning for a site with a lot area of less than 1,000.0 m²

Major Zoning Amendment

- Any other amendment not listed as minor.

ZONING BY-LAW AMENDMENT APPLICATION

ZONING BY-LAW AMENDMENT PROCEDURE

The following is for your information only. Review the Planning Act and relevant regulations for statutory requirements. The processing of the application is subject to change. The application will be terminated without notice after 60 days of inactivity. Direct all questions about the application to the assigned Planner. The procedure generally encompasses the following steps:

1. The application is reviewed to ensure all prescribed and required information and the fee have been submitted. Within 30 days of the receipt of the application, the applicant or agent will be notified in writing that the application is deemed incomplete or complete.
2. If deemed incomplete, the application and fee will be returned. If deemed complete, fees are not refundable, the application is circulated to departments and external agencies for review and comment, and all submitted documents are made available to the public.
3. Following circulation, a draft staff report containing a recommendation and any conditions is prepared. The City Planner and other staff review the draft staff report.
4. When the staff report is approved by appropriate municipal staff, it will be scheduled for a future meeting of the Development and Heritage Standing Committee (DHSC).
5. The DHSC meeting is the public meeting required by the Planning Act. Public notice of the DHSC meeting is advertised in the Windsor Star, a local newspaper, at least 20 days in advance of the DHSC meeting. A courtesy notice may be mailed to property owners and/or tenants within 120 metres or more of the subject land.
6. 10 days prior to the DHSC meeting, the staff report is circulated to the applicant and DHSC members and made available to the public. All supporting documentation submitted by the applicant is available for review.
7. At the DHSC meeting, a staff planner makes a presentation. The applicant and other parties have an opportunity to provide verbal and/or written submissions. The DHSC may ask questions of staff, the applicant, agent, and other parties. The DHSC may decide to defer or recommend approval or denial of the application.
8. If deferred, the application along with any additional information or a new staff report will be considered at a future DHSC meeting. If recommended for approval or denial, the staff report, the minutes of the DHSC meeting, and the amending by-law are forwarded to City of Windsor Council for consideration at a future date. The applicant, agent and all interested parties will be notified by the City Clerk of the date, time and location of the Council meeting.
9. The application may be placed on the Consent Agenda of the Council Meeting, a part of the meeting where Council approves a number of matters with a single motion. If the application is not on the Consent Agenda, the staff planner may introduce the application, review the staff recommendation and any additional information provided to Council, and advise Council of any differences between the staff and DHSC recommendations. The applicant and other interested parties have an opportunity to make verbal and/or written submissions. Council may decide to approve, deny or defer the application. If Council approves the application, the amending by-law may be approved at the same Council meeting, otherwise it will be approved at a future Council meeting.
10. When the amending by-law is passed, the City Clerk will mail a notice of the passing of the amending by-law to property owners and various public agencies within 15 days. There is a 20-day appeal period commencing the day after this notice is given. The notice will include the last day to file an appeal. An appeal is made to the Local Planning Appeal Tribunal (LPAT) through the City Clerk. If no appeal is filed, the amending by-law is final and binding as of the date of Council's passing of the by-law.
11. If the rezoning is subject to a holding symbol, it is the responsibility of the property owner to satisfy the conditions to remove the holding symbol and to submit an application and fee to remove the holding symbol.

CONTACT INFORMATION

Planning & Building Department – Planning Division
Suite 210
350 City Hall Square West
Windsor ON N9A 6S1

Telephone: 519-255-6543
Fax: 519-255-6544
Email: planningdept@citywindsor.ca
Web Site: www.citywindsor.ca

ZONING BY-LAW AMENDMENT APPLICATION

1. PRE-SUBMISSION CONSULTATION

By-law 199-2007 requires pre-submission consultation with a staff Planner to determine what supporting information is required, to verify fee payable, and to review the process. This application is incomplete unless you have a valid Pre-Submission Letter or a staff Planner signs below.

Valid Pre-Submission Letter? NO YES File Number: PS- 006/20

Staff Use Only

Signature of Staff Planner	Date of Consultation
<input type="checkbox"/> Jim Abbs <input type="checkbox"/> Justina Nwaesei	<input type="checkbox"/> Greg Atkinson <input type="checkbox"/> Simona Simion
<input type="checkbox"/> Laura Diotte <input type="checkbox"/> Adam Szymczak	<input type="checkbox"/> Sahar Jamshidi <input type="checkbox"/> _____

2. REQUIRED SUPPORTING INFORMATION *(To be completed by a staff Planner)*

Unless you have a valid Pre-Submission Letter, a staff Planner will indicate below what supporting information must be submitted with the application during pre-submission consultation. The City of Windsor reserves the right to require additional supporting information during the processing of the application. All supporting information submitted is made available for public review.

For each document, provide one paper copy, and where possible, one digital copy on a CD or USB flash drive. All drawings or plans shall be in letter size (8.5 x 11 inches) in JPG and PDF format. All other document shall be provided in Word and PDF format. All PDF documents shall be flattened with no layers.

If you are submitting a companion application submit only one set of documents.

<input checked="" type="checkbox"/> Deed or Offer to Purchase	<input type="checkbox"/> Corporation Profile Report	<input checked="" type="checkbox"/> Site Plan Conceptual <i>(see Section 8)</i>	<input checked="" type="checkbox"/> Sketch of Subject Land <i>(see Section 11)</i>
<input type="checkbox"/> Archaeological Assessment – Stage 1	<input type="checkbox"/> Built Heritage Impact Study	<input type="checkbox"/> Environmental Evaluation Report	<input type="checkbox"/> Environmental Site Assessment
<input type="checkbox"/> Floor Plan and Elevations	<input type="checkbox"/> Geotechnical Study	<input type="checkbox"/> Guideline Plan	<input type="checkbox"/> Lighting Study
<input type="checkbox"/> Market Impact Assessment	<input type="checkbox"/> Micro-Climature Study	<input type="checkbox"/> Noise Study	<input checked="" type="checkbox"/> Planning Rationale Report
<input type="checkbox"/> Record of Site Condition <i>(see Schedule E)</i>	<input type="checkbox"/> Sanitary Sewer Study	<input type="checkbox"/> Species at Risk Screening	<input type="checkbox"/> Storm Sewer Study
<input type="checkbox"/> Storm Water Retention Scheme	<input type="checkbox"/> Topographic Plan of Survey	<input type="checkbox"/> Transportation Impact Statement	<input type="checkbox"/> Transportation Impact Study
<input type="checkbox"/> Tree Preservation	<input type="checkbox"/> Tree Survey Study	<input type="checkbox"/> Urban Design Study	<input type="checkbox"/> Vibration Study
<input type="checkbox"/> Wetland Evaluation Study	Other Required Information: _____		

ZONING BY-LAW AMENDMENT APPLICATION

3. APPLICANT, REGISTERED OWNER, AND AGENT INFORMATION

Provide in full the name of the applicant, registered owner, and agent, the name of the contact person, and address, postal code, phone number, fax number and email address.

If the applicant or registered owner is a numbered company, provide the name of the principals of the company. If there is more than one applicant or registered owner, copy this page, complete in full and submit with this application.

All communication is with the Agent authorized by the Owner to file the application.
If there is no Agent, all communication is with the Applicant.

Applicant

Name: 2705285 Ontario Inc. Contact: Zeshan Choudhry
Name of Contact Person

Address: 50 Nessie St.

Address: Markham, ON Postal Code: L3S 4H8

Phone: 647-829-7210 Fax: _____

Email: zeschanchoudhry03@gmail.com

Registered Owner Same as Applicant

Name: _____ Contact: _____
Name of Contact Person

Address: _____

Address: _____ Postal Code: _____

Phone: _____ Fax: _____

Email: _____

Agent Authorized by the Owner to File the Application (Also complete Section A1 in Schedule A)

Name: Payne Municipal Consulting Contact: Hilary Payne
Name of Contact Person

Address: 4640 Tournament Crt

Address: Windsor, ON Postal Code: N8G 2P8

Phone: 519-969-2792 Fax: _____

Email: soldbyhilary@gmail.com

4. COMPANION APPLICATIONS

- Are you submitting a companion Official Plan Amendment application? NO YES
- Are you submitting a companion Plan of Subdivision/Condominium application? NO YES
- Are you submitting a companion Site Plan Control application? NO YES

ZONING BY-LAW AMENDMENT APPLICATION

5. SUBJECT LAND INFORMATION

Municipal Address 5787 to 5795 Tecumseh Road East, Windsor, ON N8T 1E1

Legal Description Pt Lt 4 PL 867 Sandwich East as in R1238383; Windsor (Description Amended Feb 28, 2003 AMB)
PIN 01367-0237

Assessment Roll Number 070-580-09400-0000

If known, the date the subject land was acquired by the current owner: Unknown

Frontage (m) Approx. 18.43 m Depth (m) irregular Area (sq m) Approx. 0.07 ha

Official Plan Designation Commercial Corridor; Schedule "D" Land Use

Current Zoning COMMERCIAL DISTRICT 2.1 (CD2.1) Map 11. Bylaw 8600

Existing Uses 2 commercial units and 1 residential unit on the main floor and with 4 residential units on the 2nd floor,

If known, the lengths of time that the existing uses have continued: unknown

Previous Uses Same as above.

List the names and addresses of the holders of any mortgages, charges, or other encumbrances in respect of the subject land:

N/A

Are there any easements or restrictive covenants affecting the subject lands? NO YES

If yes, describe the easement or restrictive covenant and its effect:

If known, has the subject land ever been subject of: *(leave blank if unknown)*

An application for a Plan of Subdivision or Consent: NO YES File: _____

An application for an amendment to a Zoning By-law: NO YES File: _____

An application for approval of a Site Plan: NO YES SPC- _____

A Minister's Zoning Order (Ontario Regulation): NO YES OR#: _____

ZONING BY-LAW AMENDMENT APPLICATION

6. DESCRIPTION OF AMENDMENT

Amendment to Zoning By-law from: COMMERCIAL DISTRICT 2.1 (CD2.1)

to: SITE SPECIFIC COMMERCIAL DISTRICT 2.1 (CD2.1 - XX)

Proposed uses of subject land: The proposed use of the subject land is to convert the existing commercial units into residential units for a total of 7 residential units (multiple dwelling).

Describe the nature and extent of the amendment(s) being requested:
To allow a site specific amendment to Zoning By-law 8600 to permit the conversion of the commercial units to residential units, on the main floor.

Why is this amendment or these amendments being requested?
The Zoning By-Law Amendment is required in conjunction with the Official Plan Amendment to allow for the requested residential use to develop within the existing building to be in compliance with proposed zoning.

Explain how the amendment to the Zoning By-law is consistent with the Provincial Policy Statement, 2014:
 See Planning Rationale Report

Explain how the application conforms to the City of Windsor Official Plan:
 See Planning Rationale Report

If this application is to remove land from an area of employment, details of the official plan or official plan amendment that deals with this matter:
 See Planning Rationale Report See Official Plan Amendment

ZONING BY-LAW AMENDMENT APPLICATION

7. EXISTING BUILDINGS / STRUCTURES ON SUBJECT LAND

Are there any buildings or structures on the subject land?

- NO Continue to Section 8
- YES Indicate the type of building or structure, the date of construction (if known), and, in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure and its dimensions or floor area.
 - See attached Existing Plan or Sketch of Subject Land

8. PROPOSED BUILDINGS / STRUCTURES ON SUBJECT LAND

Do you propose to build any buildings or structures on the subject land?

- NO Continue to Section 9
- YES Indicate the type of building or structure and, in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure, and its dimensions or floor area.
 - See attached Site Plan Conceptual

ZONING BY-LAW AMENDMENT APPLICATION

9. ACCESS TO SUBJECT LAND

Indicate if access to subject land is by: *(check all that apply)*

- Municipal Road
- Provincial Highway
- Another public road or a right-of-way
- Water - If access to the subject land is by water only, describe the parking and docking facilities used or to be used and provide the approximate distance in metric of these facilities from the subject land and the nearest public road:

10. WATER, SANITARY SEWAGE AND STORM DRAINAGE

WATER – Indicate whether water will be provided to the subject land by:

- Publicly owned & operated piped water system
- Privately owned & operated individual well
- Privately owned & operated communal well
- Other _____

SANITARY - Indicate whether sewage disposal will be provided to the subject land by:

- Publicly owned & operated sanitary sewage system
- Privately owned & operated individual septic system - See Note below
- Privately owned & operated communal septic system - See Note below
- Other _____

Note: If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4,500 litres of effluent would be produced per day as a result of the development being completed, you must submit a Servicing Options Report and a Hydrogeological Report.

STORM DRAINAGE - Indicate whether storm drainage will be provided by:

- Sewers
- Ditches
- Swales
- Other _____

ZONING BY-LAW AMENDMENT APPLICATION

11. SKETCH OF SUBJECT LAND

Provide a sketch showing, in metric units,

- a) the boundaries and dimensions of the subject land;
- b) the location, size, and type of all existing and proposed buildings and structures on the subject land, including their distance from the front lot line, rear lot line, and side lines;
- c) the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that are located on the subject land and on land that is adjacent to it, and in the applicant's opinion, may affect the application;
- d) the current uses of all land that is adjacent to the subject land;
- e) the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road, or a right of way;
- f) if access to the subject land will be water only, the location of the parking and docking facilities to be used; and
- g) the location and nature of any easement affecting the subject land.

12. APPLICATION FEE & OTHER FEES

Fees are subject to change and are not refundable once the application has been deemed complete by a delegated authority. Verify fees before submitting the application.

Accepted methods of payment are MasterCard, Visa, Cash, Certified Cheque and Personal Cheque. A cheque shall be payable to The Corporation of the City of Windsor.

The type amendment is determined by the City Planner or their designate.

APPLICATION FEE

Amendment Type	Code	<input checked="" type="checkbox"/> Minor Rezoning	<input type="checkbox"/> Major Rezoning
Base Fee	53001	\$4,200.00	\$5,640.00
GIS Fee	63024	+ \$50.00	+ \$50.00
Essex Region Conservation Authority Fee	53023	+ \$200.00	+ \$300.00
Total Application Fee		= \$4,450.00	= \$5,990.00

OTHER FEES

- Re-Notification/Deferral Fee** Code 53016 \$2,182.00
 Required when an applicant requests a deferral after notice of a public meeting has been given.
- Legal Fee** Code 63002 \$586.50 plus \$50 per unit, lot, or block
 Required when the preparation of an agreement is a condition of approval.
- Removal of the Holding Symbol Application** Code 53001 \$1,484.00
 It is the responsibility of the property owner to satisfy the conditions to remove the holding symbol and to submit an application and fee to remove the holding symbol.
- Local Planning Appeal Tribunal (LPAT) Fee** \$300.00
 An appeal is made through the City Clerk - Phone Number: 519-255-6211. Make certified cheque or money order payable to the Ministry of Finance. Appeals fees, forms, and processes are subject to change.
 Visit <http://elto.gov.on.ca/> for additional information.

ZONING BY-LAW AMENDMENT APPLICATION

13. PROPOSED PUBLIC CONSULTATION STRATEGY

Select or describe your proposed strategy for consulting with the public with respect to the application:

Required Public Consultation (Public Notice & Public Meeting as required per the Planning Act)

Open House Website Other _____

14. SWORN DECLARATION OF APPLICANT

Complete in the presence of a Commissioner for Taking Affidavits

I, Zeshan Choudhry, solemnly declare that the information required under Schedule 1 to Ontario Regulation 545/06 and provided by the applicant is accurate and that the information contained in the documents that accompany this application is accurate, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.

DocuSigned by:
Zeshan Choudhry
5296E7C4ADE443E...

Signature of Applicant

*Sign in the presence of a Commissioner
For Taking Affidavits*

Declared before me _____ at the _____

*Signature of Commissioner
For Taking Affidavits*

Municipality

this _____ day of _____, 20____
day month year

PLACE AN IMPRINT OF YOUR STAMP BELOW

READ & COMPLETE SCHEDULES A & E IN FULL & SIGN

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements

A1. Authorization of Registered Owner for Agent to Make the Application

If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the agent is authorized to make the application must be included with this application form or the authorization below must be completed.

I, Zeshan Choudhry, am the registered owner of the land that is
Name of Registered Owner

subject of this application for an amendment to the City of Windsor Zoning By-law and I authorize

Payne Municipal Consulting to make this application on my behalf.
Name of Agent

DocuSigned by:
Zeshan Choudhry
5298E7C4ADE443E...

4/14/2020

Signature of Registered Owner

Date

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, Zeshan Choudhry,
Name of Registered Owner

hereby authorize the Development and Heritage Standing Committee or their successor, City Council, and staff of The Corporation of the City of Windsor to enter upon the subject lands and premises described in Section 5 of the application form for the purpose of evaluating the merits of this application and subsequently to conduct any inspections on the subject lands that may be required as a condition of approval. This is their authority for doing so.

DocuSigned by:
Zeshan Choudhry
5298E7C4ADE443E...

4/14/2020

Signature of Registered Owner

Date

If Corporation – I have authority to bind the corporation

SCHEDULE A CONTINUES ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements - *Continued*

A3. Acknowledgements

Receipt, Fees, Additional Information, Termination, and Freedom of Information

I acknowledge that receipt of this application by the City of Windsor does not guarantee it to be a complete application, that further review of the application will occur, and that I may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted.

I further acknowledge that after the application is deemed complete, fees are not refundable, additional information may be requested, and that after 60 days of inactivity the City of Windsor may terminate the application without notice.

I further acknowledge that pursuant to the provisions of the Planning Act and the Municipal Freedom of Information and Protection of Privacy Act, this application and all material and information provided with this application are made available to the public.

Species at Risk

Ontario's *Endangered Species Act* protects endangered and threatened species — animals and plants in decline and at risk of disappearing from the province by restricting activities that may affect these plants, animals or their habitats.

I acknowledge that it is my sole responsibility as the Applicant to comply with the provisions of the *Endangered Species Act, 2007, S. O. c.6*. This could require me to register an activity, get a permit or other authorization from the Ministry of the Environment, Conservation and Parks (MECP) prior to conducting an activity that could impact an endangered or threatened plant or animal or its habitat. I further acknowledge that any *Planning Act, R.S.O. 1990, c.P. 13* approval given by the City of Windsor does not constitute an approval under the *Endangered Species Act*, nor does it absolve me from seeking the necessary authorization, approvals or permits from the MECP prior to conducting any activity that may affect endangered or threatened plant or animal or its habitat.

Additional information can be found at:

<https://www.ontario.ca/page/development-and-infrastructure-projects-and-endangered-or-threatened-species>

or by contacting MECP at SAROntario@ontario.ca

Acknowledgement

I acknowledge that I have read and understand the above statements:



Signature of Applicant or Agent
Date

**END OF SCHEDULE A
COMPLETE SCHEDULE E ON NEXT PAGE**

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE E – Environmental Site Screening Questionnaire

Previous Use of Property

- Residential Industrial Commercial Institutional
 Agricultural Parkland Vacant Other _____

- a) If previous use of the property is Industrial or Commercial, specify use:
Service Shop
- b) Has the grading of the subject land been changed by adding earth or material? Has filling occurred on the subject land?
 Yes No Unknown
- c) Has a gasoline station and/or automobile service station been located on the subject land or adjacent lands at any time?
 Yes No Unknown
- d) Has there been petroleum or other fuel stored on the subject land or adjacent lands?
 Yes No Unknown
- e) Are there or have there ever been underground storage tanks or buried waste on the subject land or adjacent lands?
 Yes No Unknown
- f) Have the lands or adjacent lands ever been used as an agricultural operation where cyanide products may have been applied as pesticides and/or sewage sludge applied to the lands?
 Yes No Unknown
- g) Have the lands or adjacent lands ever been used as a weapons firing range?
 Yes No Unknown
- h) Is the nearest boundary line of the application within 500 metres (1,640 feet) of the boundary line of an operational/non-operational public or private waste disposal site, landfill or dump?
 Yes No Unknown
- i) If there are existing or previously existing buildings on the subject lands, are there any building materials remaining on site which are potentially hazardous to public health (e.g., asbestos, PCB's)?
 Yes No Unknown
- j) Is there reason to believe the subject lands may have been contaminated by existing or former uses on the site or adjacent sites?*

** Possible uses that can cause contamination include but are not limited to: operation of electrical transformer stations, disposal of waste minerals, raw material storage, and residues left in containers, maintenance activities and spills. Some commercial properties such as gasoline stations, automotive repair garages, and dry cleaning plants have similar potential. The longer a property is under industrial or similar use, the greater the potential for site contamination. Also, a series of different industrial or similar uses upon a site could potentially increase the number of chemicals that are present.*

- k) If current or previous use of the property is Industrial or Commercial, or if YES to any of a) to j) above, attach a previous use inventory showing all former uses of the subject land, or if applicable, the land(s) adjacent to the subject lands.

SCHEDULE E CONTINUES ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE E - CONTINUED

Acknowledgement Clause

I hereby acknowledge that it is my responsibility to ensure that I am in compliance with all applicable laws, regulations, guidelines and the City's Official Plan policies pertaining to potentially contaminated sites, and to use all reasonable effort to identify the potential for contamination on the subject property.

I acknowledge that as a condition of approval of this application that the City may require me to file a Record of Site Condition signed by a qualified person in the provincial Environmental Site Registry, and provide verification to the City of Windsor of acknowledgement of this Record of Site Condition by the Ministry of Environment.

I acknowledge that the City may require the qualified person signing the Record of Site Condition to submit to the City a Declaration acknowledging that the City of Windsor may rely on the statements in the Record of Site Condition.

I acknowledge that the City of Windsor is not responsible for the identification and/or remediation of contaminated sites, and I agree, whether in, through, or as a result of any action or proceeding for environmental clean-up of any damage or otherwise, I will not sue or make claim whatsoever against the City of Windsor, its officers, officials, employees or agents for or in respect of any loss, damage, injury or costs.

Zeshan Choudhry

Name of Applicant (print)

DocuSigned by:

Zeshan Choudhry

5296E7C4ADE443E...
Signature of Applicant

4/14/2020

Date

Payne Municipal Consulting

Name of Agent (print)

Signature of Agent

Date

END OF SCHEDULE E

ZONING BY-LAW AMENDMENT APPLICATION

DO NOT COMPLETE BELOW – STAFF USE ONLY

Receipt and Assignment of Application	Date Received Stamp
This application has been assigned to:	
<input type="checkbox"/> Adam Szymczak (AS)	<input type="checkbox"/> Greg Atkinson (GA)
<input type="checkbox"/> Jim Abbs (JA)	<input type="checkbox"/> Justina Nwaesei (JN)
<input type="checkbox"/> Laura Diotte (LD)	<input type="checkbox"/> Sahar Jamshidi (SJ)
<input type="checkbox"/> Simona Simion (SS)	<input type="checkbox"/> _____

Complete Application
This application is deemed complete on _____ <i>Date</i>

<i>Signature of Delegated Authority</i>
<input type="checkbox"/> Neil Robertson, MCIP, RPP Manager of Urban Design <input type="checkbox"/> Michael Cooke, MCIP, RPP Manager of Planning Policy <input type="checkbox"/> Thom Hunt, MCIP, RPP City Planner & Executive Director

Internal Information
Fee Paid: \$ _____ Receipt No: _____ Date: _____
Payment Type: <input type="checkbox"/> Cash <input type="checkbox"/> Certified Cheque <input type="checkbox"/> Credit Card <input type="checkbox"/> Personal Cheque
NEW Zoning File No. ZNG/ _____ Z- _____
Previous Zoning File No. ZNG/ _____ Z- _____
Related OPA File No. OPA/ _____ OPA _____
Other File Numbers: _____
Notes: _____

THIS IS THE LAST PAGE OF THE APPLICATION FORM

ZB/13839



PLANNING DEPARTMENT – DEVELOPMENT DIVISION

Memo

To: City Clerk

From: City Planner/Executive Director

Date: June 15, 2020

Subject: TRANSMITTAL OF NEW FILE **Our File Number: Z-011/20 [ZNG/6074]**

RE: Application For: (X) Zoning Amendment () Official Plan Amendment
 () Part Lot Control () Draft Plan of Subdivision/Condominium

Applicant: Tosin Bello
 Location: 1090 North Talbot Rd.
 Description: Application to amend Zoning By-law 8600 to allow a mixed use development, including main floor commercial with second and third floor residential and associated on-site parking.

The ZONING AMENDMENT application submitted by TOSIN BELLO for 1090 NORTH TALBOT ROAD has been deemed as complete on MAY 16, 2020.

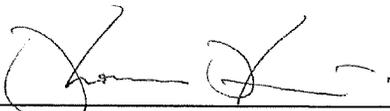
Enclosures:

- (X) 1 copy of Application Form
- () 1 copy of Drawings
- () 1 copy of Site Plan

**CITY OF WINDSOR
COUNCIL SERVICES**

JUN 15 2020

RECEIVED



 Thom Hunt, MCIP, RPP
 City Planner, Executive Director
 /ad

June 4, 2020

Mr. Tosin Bello
211 Pleasant Blvd.
Keswick, ON. L4P 2S7

Dear Mr. Bello,

Re: REZONING APPLICATION
APPLICANT: TOSIN BELLO
LOCATION: 1090 NORTH TALBOT RD.
FILE NO.: Z-011/20 [ZNG/6074]

This is to acknowledge receipt of the application for rezoning, which has been assigned the above-referenced file number. In accordance with the delegation authority as prescribed by By-Law 139-2013, the information and material required has been provided; therefore, the application was deemed COMPLETE on May 16, 2020 and processing has begun.

Please note that the Planning Justification Report (PJR) received in March 2020 addressed consistency with Provincial Policy Statement 2014. Starting May 1, 2020, all Council decisions on Planning Act matters shall be consistent with Provincial Policy Statement 2020 (PPS 2020). You are, therefore, required to submit an addendum to the PJR, addressing consistency with Provincial Policy Statement 2020. Please submit the addendum by email to the undersigned before June 30, 2020.

You will be advised prior to the Development & Heritage Standing Committee and Council meetings of the position of the Planning Department on the application and the dates of the public meetings.

Please contact me at jnwaesei@citywindsor.ca, if you have any questions.

Yours truly,



Justina Nwaesei, MCIP, RPP
Senior Planner - Subdivisions

JN/ad

June 4, 2020

Mr. Tosin Bello
211 Pleasant Blvd.
Keswick, ON. L4P 2S7

Dear Mr. Bello,

Re: REZONING APPLICATION
APPLICANT: TOSIN BELLO
LOCATION: 1090 NORTH TALBOT RD.
FILE NO.: Z-011/20 [ZNG/6074]

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You will be advised prior to the Development & Heritage Standing Committee and Council meetings of the position of the Planning Department on the application and the dates of the public meetings.

Please contact me at jnwaesei@citywindsor.ca, if you have any questions.

Yours truly,



Justina Nwaesei, MCIP, RPP
Senior Planner - Subdivisions

JN/ad

Appendix A

Zoning By-law Amendment Application

TOSIN BELLO

*Planning Justification Report
Zoning By-law Amendment
July 2019 – 19-9303*





ZONING BY-LAW AMENDMENT APPLICATION

INSTRUCTIONS

Verify that you are using the most current application form.

- Section 1: Pre-Submission consultation with a staff Planner is mandatory per By-law 199-2007. If you do not have a valid Pre-Submission Letter, you must meet with a staff Planner who must sign and date this section.
 - Section 2: During Pre-Submission consultation a staff Planner will indicate what supporting information must be submitted with the application.
 - Section 3: Provide the full name, address, phone number, fax number and email address of the applicant, agent and registered owner. If any of these are a corporation, provide the full corporate name. Include the full name of the contact person. If there is more than one person, corporation or registered owner, use additional sheets.
 - Section 4: Indicate if you are submitting other companion applications with this application.
 - Section 5: Provide information about the subject land. This information is used to determine supporting information requirements and to assist in the review of the application.
 - Section 6: Indicate the amendment, proposed uses and describe the nature and extent of the amendment being requested. Indicate why the amendment is being requested and how it is consistent with the Provincial Policy Statement and conforms to the City of Windsor Official Plan. If this information is in a Planning Rationale Report, check the box beside "See Planning Rationale Report".
 - Section 7: If there are any existing buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows this information.
 - Section 8: If you propose to build any buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows the information.
 - Section 9: Indicate how the property is accessed. Check all boxes that apply.
 - Section 10: Provide information about water service, sanitary sewage disposal, and storm drainage.
 - Section 11: Provide a sketch of the subject land showing, in metric units, the items listed or indicate if this information is provided on an existing plan or a conceptual site plan.
 - Section 12: Check the appropriate box based on a valid Pre-Submission Letter or pre-submission consultation.
 - Section 13: Explain your proposed strategy for consulting with the public with respect to the application.
 - Section 14: Complete and sign in the presence of a Commissioner of Taking Affidavits.
- Schedules: Read, complete in full, and sign Schedules A & E.

Submit the application form, supporting studies and information, and the fee to Ashley D'Alessandro, Senior Clerk Steno, Planning Division, 350 City Hall Square West, Suite 210, Windsor, ON N9A 6S1.

TYPE OF REZONING AMENDMENT

Date Received Stamp

The type of amendment is determined by the City Planner or their designate.

Minor Zoning Amendment

- Site zoned commercial, institutional, or manufacturing
 - addition to the list of permitted uses
- Site already zoned
 - change to existing regulations or to zoning district boundary to match lot lines
- Site designated in the Official Plan for residential use
 - rezoning to accommodate a maximum of six dwelling units
- Site designated in the Official Plan for the proposed use other than residential
 - site-specific zoning for a site with a lot area of less than 1,000.0 m²

Major Zoning Amendment

- Any other amendment not listed as minor.

ZONING BY-LAW AMENDMENT APPLICATION

ZONING BY-LAW AMENDMENT PROCEDURE

The following is for your information only. Review the Planning Act and relevant regulations for statutory requirements. The processing of the application is subject to change. The application will be terminated without notice after 60 days of inactivity. Direct all questions about the application to the assigned Planner. The procedure generally encompasses the following steps:

1. The application is reviewed to ensure all prescribed and required information and the fee have been submitted. Within 30 days of the receipt of the application, the applicant or agent will be notified in writing that the application is deemed incomplete or complete.
2. If deemed incomplete, the application and fee will be returned. If deemed complete, fees are not refundable, the application is circulated to departments and external agencies for review and comment, and all submitted documents are made available to the public.
3. Following circulation, a draft staff report containing a recommendation and any conditions is prepared. The City Planner and other staff review the draft staff report.
4. When the staff report is approved by appropriate municipal staff, it will be scheduled for a future meeting of the Development and Heritage Standing Committee (DHSC).
5. The DHSC meeting is the public meeting required by the Planning Act. Public notice of the DHSC meeting is advertised in the Windsor Star, a local newspaper, at least 20 days in advance of the DHSC meeting. A courtesy notice may be mailed to property owners and/or tenants within 120 metres or more of the subject land.
6. 10 days prior to the DHSC meeting, the staff report is circulated to the applicant and DHSC members and made available to the public. All supporting documentation submitted by the applicant is available for review.
7. At the DHSC meeting, a staff planner makes a presentation. The applicant and other parties have an opportunity to provide verbal and/or written submissions. The DHSC may ask questions of staff, the applicant, agent, and other parties. The DHSC may decide to defer or recommend approval or denial of the application.
8. If deferred, the application along with any additional information or a new staff report will be considered at a future DHSC meeting. If recommended for approval or denial, the staff report, the minutes of the DHSC meeting, and the amending by-law are forwarded to City of Windsor Council for consideration at a future date. The applicant, agent and all interested parties will be notified by the City Clerk of the date, time and location of the Council meeting.
9. The application may be placed on the Consent Agenda of the Council Meeting, a part of the meeting where Council approves a number of matters with a single motion. If the application is not on the Consent Agenda, the staff planner may introduce the application, review the staff recommendation and any additional information provided to Council, and advise Council of any differences between the staff and DHSC recommendations. The applicant and other interested parties have an opportunity to make verbal and/or written submissions. Council may decide to approve, deny or defer the application. If Council approves the application, the amending by-law may be approved at the same Council meeting, otherwise it will be approved at a future Council meeting.
10. When the amending by-law is passed, the City Clerk will mail a notice of the passing of the amending by-law to property owners and various public agencies within 15 days. There is a 20-day appeal period commencing the day after this notice is given. The notice will include the last day to file an appeal. An appeal is made to the Local Planning Appeal Tribunal (LPAT) through the City Clerk. If no appeal is filed, the amending by-law is final and binding as of the date of Council's passing of the by-law.
11. If the rezoning is subject to a holding symbol, it is the responsibility of the property owner to satisfy the conditions to remove the holding symbol and to submit an application and fee to remove the holding symbol.

CONTACT INFORMATION

Planning & Building Department – Planning Division
Suite 210
350 City Hall Square West
Windsor ON N9A 6S1

Telephone: 519-255-6543
Fax: 519-255-6544
Email: planningdept@citywindsor.ca
Web Site: www.citywindsor.ca

ZONING BY-LAW AMENDMENT APPLICATION

1. PRE-SUBMISSION CONSULTATION

By-law 199-2007 requires pre-submission consultation with a staff Planner to determine what supporting information is required, to verify fee payable, and to review the process. This application is incomplete unless you have a valid Pre-Submission Letter or a staff Planner signs below.

Valid Pre-Submission Letter? NO YES File Number: PS-_____

Staff Use Only

Signature of Staff Planner	Date of Consultation
<input type="checkbox"/> Jim Abbs <input type="checkbox"/> Justina Nwaesei	<input type="checkbox"/> Greg Atkinson <input type="checkbox"/> Simona Simion
<input type="checkbox"/> Laura Diotte <input type="checkbox"/> Adam Szymczak	<input type="checkbox"/> Sahar Jamshidi <input type="checkbox"/> _____

2. REQUIRED SUPPORTING INFORMATION *(To be completed by a staff Planner)*

Unless you have a valid Pre-Submission Letter, a staff Planner will indicate below what supporting information must be submitted with the application during pre-submission consultation. The City of Windsor reserves the right to require additional supporting information during the processing of the application. All supporting information submitted is made available for public review.

For each document, provide one paper copy, and where possible, one digital copy on a CD or USB flash drive. All drawings or plans shall be in letter size (8.5 x 11 inches) in JPG and PDF format. All other document shall be provided in Word and PDF format. All PDF documents shall be flattened with no layers.

If you are submitting a companion application submit only one set of documents.

<input checked="" type="checkbox"/> Deed or Offer to Purchase	<input type="checkbox"/> Corporation Profile Report	<input checked="" type="checkbox"/> Site Plan Conceptual <i>(see Section 8)</i>	<input checked="" type="checkbox"/> Sketch of Subject Land <i>(see Section 11)</i>
<input type="checkbox"/> Archaeological Assessment – Stage 1	<input type="checkbox"/> Built Heritage Impact Study	<input type="checkbox"/> Environmental Evaluation Report	<input type="checkbox"/> Environmental Site Assessment
<input type="checkbox"/> Floor Plan and Elevations	<input type="checkbox"/> Geotechnical Study	<input type="checkbox"/> Guideline Plan	<input type="checkbox"/> Lighting Study
<input type="checkbox"/> Market Impact Assessment	<input type="checkbox"/> Micro-Climate Study	<input type="checkbox"/> Noise Study	<input type="checkbox"/> Planning Rationale Report
<input type="checkbox"/> Record of Site Condition <i>(see Schedule E)</i>	<input type="checkbox"/> Sanitary Sewer Study	<input type="checkbox"/> Species at Risk Screening	<input type="checkbox"/> Storm Sewer Study
<input type="checkbox"/> Storm Water Retention Scheme	<input type="checkbox"/> Topographic Plan of Survey	<input type="checkbox"/> Transportation Impact Statement	<input type="checkbox"/> Transportation Impact Study
<input type="checkbox"/> Tree Preservation	<input type="checkbox"/> Tree Survey Study	<input type="checkbox"/> Urban Design Study	<input type="checkbox"/> Vibration Study
<input type="checkbox"/> Wetland Evaluation Study	Other Required Information: _____		

ZONING BY-LAW AMENDMENT APPLICATION

3. APPLICANT, REGISTERED OWNER, AND AGENT INFORMATION

Provide in full the name of the applicant, registered owner, and agent, the name of the contact person, and address, postal code, phone number, fax number and email address.

If the applicant or registered owner is a numbered company, provide the name of the principals of the company. If there is more than one applicant or registered owner, copy this page, complete in full and submit with this application.

All communication is with the Agent authorized by the Owner to file the application.
If there is no Agent, all communication is with the Applicant.

Applicant

Name: Mr. Tosin Bello Contact: TOSIN BELLO
Name of Contact Person

Address: 211 Pleasant Blvd

Address: Keswick, ON Postal Code: L4P 2S7

Phone: 647-779-1333 Fax: _____

Email: tosinagentbello@gmail.com

Registered Owner Same as Applicant

Name: _____ Contact: _____
Name of Contact Person

Address: _____

Address: _____ Postal Code: _____

Phone: _____ Fax: _____

Email: _____

Agent Authorized by the Owner to File the Application (Also complete Section A1 in Schedule A)

Name: _____ Contact: _____
Name of Contact Person

Address: _____

Address: _____ Postal Code: _____

Phone: _____ Fax: _____

Email: _____

4. COMPANION APPLICATIONS

- Are you submitting a companion Official Plan Amendment application? NO YES
- Are you submitting a companion Plan of Subdivision/Condominium application? NO YES
- Are you submitting a companion Site Plan Control application? NO YES

ZONING BY-LAW AMENDMENT APPLICATION

5. SUBJECT LAND INFORMATION

Municipal Address 1090 North Talbot Road

Legal Description Part of Block 197 12M-355, Part of Part 1+2 12R-23594.

Assessment Roll Number 3739-070-140-03605-0000

If known, the date the subject land was acquired by the current owner: _____

Frontage (m) ± 234 m Depth (m) Irregular Area (sq m) ± 8,153 m2

Official Plan Designation Residential

Current Zoning RD1.1 Residential District
CD 1.12 Commercial District

Existing Uses Vacant

If known, the lengths of time that the existing uses have continued: (+/-) 100 Years

Previous Uses Vacant

List the names and addresses of the holders of any mortgages, charges, or other encumbrances in respect of the subject land:

N/A

Are there any easements or restrictive covenants affecting the subject lands? NO YES

If yes, describe the easement or restrictive covenant and its effect:

If known, has the subject land ever been subject of: (leave blank if unknown)

An application for a Plan of Subdivision or Consent: NO YES File: _____

An application for an amendment to a Zoning By-law: NO YES File: _____

An application for approval of a Site Plan: NO YES SPC- SPC- 040-18

A Minister's Zoning Order (Ontario Regulation): NO YES OR#: _____

ZONING BY-LAW AMENDMENT APPLICATION

6. DESCRIPTION OF AMENDMENT

Amendment to Zoning By-law from: CD 1.12, RD 1.1

to: Site specific commercial District similar to CD 1.12 with the addition of residential uses above commercial uses

Proposed uses of subject land: _____

Mixed use development including main floor commercial with second and third floor residential and associated on-site parking

Describe the nature and extent of the amendment(s) being requested:

To rezone the site to a specific commercial district similar to CD 1.12 permit a mixed-use

Development with commercial uses and residential uses. The applicant is also requesting that grocery store and entertainment lounge be added to permitted uses an increase in maximum permitted building height to 15.0 m relief of 15 parking spaces relief from the parking area separation setback from the habitable window and permit duplicate uses

Why is this amendment or these amendments being requested?

To rezone the subject property to permit the proposed development of commercial and residential uses as well as the associated parking lot. The proposed development will include approximately 2250 m² of commercial units on the ground floor with the second and third floor residential units.

The total development will include 108 (One hundred and eight parking spaces)

Explain how the amendment to the Zoning By-law is consistent with the Provincial Policy Statement, 2014:

See Planning Rationale Report _____

Explain how the application conforms to the City of Windsor Official Plan:

See Planning Rationale Report _____

If this application is to remove land from an area of employment, details of the official plan or official plan amendment that deals with this matter:

See Planning Rationale Report See Official Plan Amendment

ZONING BY-LAW AMENDMENT APPLICATION

7. EXISTING BUILDINGS / STRUCTURES ON SUBJECT LAND

Are there any buildings or structures on the subject land?

- NO Continue to Section 8
- YES Indicate the type of building or structure, the date of construction (if known), and, in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure and its dimensions or floor area.
 - See attached Existing Plan or Sketch of Subject Land

8. PROPOSED BUILDINGS / STRUCTURES ON SUBJECT LAND

Do you propose to build any buildings or structures on the subject land?

- NO Continue to Section 9
- YES Indicate the type of building or structure and, in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure, and its dimensions or floor area.
 - See attached Site Plan Conceptual

ZONING BY-LAW AMENDMENT APPLICATION

9. ACCESS TO SUBJECT LAND

Indicate if access to subject land is by: *(check all that apply)*

- Municipal Road
 Provincial Highway
 Another public road or a right-of-way
- Water - If access to the subject land is by water only, describe the parking and docking facilities used or to be used and provide the approximate distance in metric of these facilities from the subject land and the nearest public road:

10. WATER, SANITARY SEWAGE AND STORM DRAINAGE

WATER – Indicate whether water will be provided to the subject land by:

- Publicly owned & operated piped water system
- Privately owned & operated individual well
- Privately owned & operated communal well
- Other _____

SANITARY - Indicate whether sewage disposal will be provided to the subject land by:

- Publicly owned & operated sanitary sewage system
- Privately owned & operated individual septic system - See Note below
- Privately owned & operated communal septic system - See Note below
- Other _____

Note: If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4,500 litres of effluent would be produced per day as a result of the development being completed, you must submit a Servicing Options Report and a Hydrogeological Report.

STORM DRAINAGE - Indicate whether storm drainage will be provided by:

- Sewers
 Ditches
 Swales
 Other _____

ZONING BY-LAW AMENDMENT APPLICATION

11. SKETCH OF SUBJECT LAND

Provide a sketch showing, in metric units,

- a) the boundaries and dimensions of the subject land;
- b) the location, size, and type of all existing and proposed buildings and structures on the subject land, including their distance from the front lot line, rear lot line, and side lines;
- c) the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that are located on the subject land and on land that is adjacent to it, and in the applicant's opinion, may affect the application;
- d) the current uses of all land that is adjacent to the subject land;
- e) the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road, or a right of way;
- f) if access to the subject land will be water only, the location of the parking and docking facilities to be used; and
- g) the location and nature of any easement affecting the subject land.

12. APPLICATION FEE & OTHER FEES

Fees are subject to change and are not refundable once the application has been deemed complete by a delegated authority. Verify fees before submitting the application.

Accepted methods of payment are MasterCard, Visa, Cash, Certified Cheque and Personal Cheque. A cheque shall be payable to The Corporation of the City of Windsor.

The type amendment is determined by the City Planner or their designate.

APPLICATION FEE

Amendment Type	Code	<input type="checkbox"/> Minor Rezoning	<input checked="" type="checkbox"/> Major Rezoning
Base Fee	53001	\$4,158.00	\$5,584.00
GIS Fee	63024	+ \$50.00	+ \$50.00
Essex Region Conservation Authority Fee	53023	+ <u>\$200.00</u>	+ <u>\$300.00</u>
Total Application Fee		= \$4,408.00	= \$5,934.00

OTHER FEES

- Re-Notification/Deferral Fee** Code 53016 \$2,160.00
 Required when an applicant requests a deferral after notice of a public meeting has been given.
- Legal Fee** Code 63002 \$575.00 plus \$50 per unit, lot, or block
 Required when the preparation of an agreement is a condition of approval.
- Removal of the Holding Symbol Application** Code 53001 \$1,469.00
 It is the responsibility of the property owner to satisfy the conditions to remove the holding symbol and to submit an application and fee to remove the holding symbol.
- Local Planning Appeal Tribunal (LPAT) Fee** \$300.00
 An appeal is made through the City Clerk - Phone Number: 519-255-6211. Make certified cheque or money order payable to the Ministry of Finance. Appeals fees, forms, and processes are subject to change. Visit <http://elto.gov.on.ca/> for additional information.

ZONING BY-LAW AMENDMENT APPLICATION

13. PROPOSED PUBLIC CONSULTATION STRATEGY

Select or describe your proposed strategy for consulting with the public with respect to the application:

- Required Public Consultation (Public Notice & Public Meeting as required per the Planning Act)
 - Open House
 - Website
 - Other _____
-
-
-

14. SWORN DECLARATION OF APPLICANT

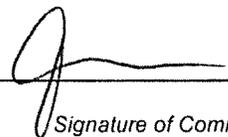
Complete in the presence of a Commissioner for Taking Affidavits

I, Tosin Bello, solemnly declare that the information required under Schedule 1 to Ontario Regulation 545/06 and provided by the applicant is accurate and that the information contained in the documents that accompany this application is accurate, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.



Signature of Applicant

Sign in the presence of a Commissioner For Taking Affidavits

Declared before me  at the City of Toronto Municipality

this 13 day of March, 2020

PLACE AN IMPRINT OF YOUR STAMP BELOW

MESHAL ASMATI,
a Commissioner, etc., Province of Ontario,
for Taheri Law Office.
Expires December 17, 2020.

TAHERI LAW OFFICE
Barrister, Solicitor, Notary Public
1500 Don Mills Road, Suite 714
Toronto, Ontario M3B 3K4

READ & COMPLETE SCHEDULES A & E IN FULL & SIGN

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements

A1. Authorization of Registered Owner for Agent to Make the Application

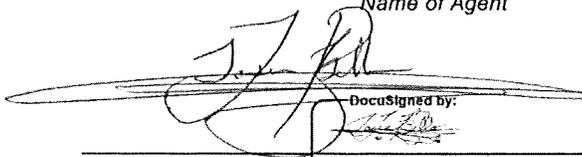
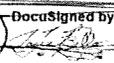
If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the agent is authorized to make the application must be included with this application form or the authorization below must be completed.

I, Tosin Bello, am the registered owner of the land that is
Name of Registered Owner

subject of this application for an amendment to the City of Windsor Zoning By-law and I authorize

_____ to make this application on my behalf.

Name of Agent


DocuSigned by:


February 14 2020

Signature of Registered Owner

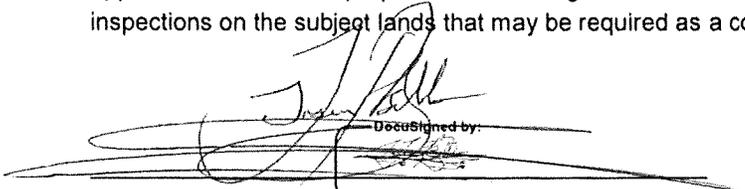
Date

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, _____,
Name of Registered Owner

hereby authorize the Development and Heritage Standing Committee or their successor, City Council, and staff of The Corporation of the City of Windsor to enter upon the subject lands and premises described in Section 5 of the application form for the purpose of evaluating the merits of this application and subsequently to conduct any inspections on the subject lands that may be required as a condition of approval. This is their authority for doing so.


DocuSigned by:


February 14 2020

Signature of Registered Owner

Date

If Corporation – I have authority to bind the corporation

SCHEDULE A CONTINUES ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements - *Continued*

A3. Acknowledgements

Receipt, Fees, Additional Information, Termination, and Freedom of Information

I acknowledge that receipt of this application by the City of Windsor does not guarantee it to be a complete application, that further review of the application will occur, and that I may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted.

I further acknowledge that after the application is deemed complete, fees are not refundable, additional information may be requested, and that after 60 days of inactivity the City of Windsor may terminate the application without notice.

I further acknowledge that pursuant to the provisions of the Planning Act and the Municipal Freedom of Information and Protection of Privacy Act, this application and all material and information provided with this application are made available to the public.

Species at Risk

Ontario's *Endangered Species Act* protects endangered and threatened species — animals and plants in decline and at risk of disappearing from the province by restricting activities that may affect these plants, animals or their habitats.

I acknowledge that it is my sole responsibility as the Applicant to comply with the provisions of the *Endangered Species Act, 2007, S. O. c.6*. This could require me to register an activity, get a permit or other authorization from the Ministry of the Environment, Conservation and Parks (MECP) prior to conducting an activity that could impact an endangered or threatened plant or animal or its habitat. I further acknowledge that any *Planning Act, R.S.O. 1990, c.P.13* approval given by the City of Windsor does not constitute an approval under the *Endangered Species Act*, nor does it absolve me from seeking the necessary authorization, approvals or permits from the MECP prior to conducting any activity that may affect endangered or threatened plant or animal or its habitat.

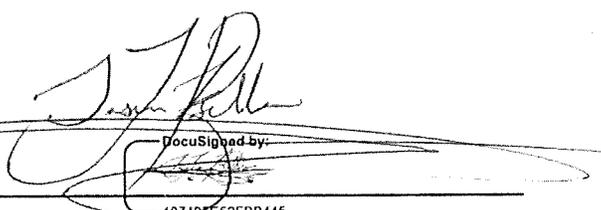
Additional information can be found at:

<https://www.ontario.ca/page/development-and-infrastructure-projects-and-endangered-or-threatened-species>

or by contacting MECP at SAROntario@ontario.ca

Acknowledgement

I acknowledge that I have read and understand the above statements:



Signature of Applicant or Agent

February 14 2020

Date

**END OF SCHEDULE A
COMPLETE SCHEDULE E ON NEXT PAGE**

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE E – Environmental Site Screening Questionnaire

Previous Use of Property

- Residential Industrial Commercial Institutional
 Agricultural Parkland Vacant Other _____

- a) If previous use of the property is Industrial or Commercial, specify use:

- b) Has the grading of the subject land been changed by adding earth or material? Has filling occurred on the subject land?
 Yes No Unknown
- c) Has a gasoline station and/or automobile service station been located on the subject land or adjacent lands at any time?
 Yes No Unknown
- d) Has there been petroleum or other fuel stored on the subject land or adjacent lands?
 Yes No Unknown
- e) Are there or have there ever been underground storage tanks or buried waste on the subject land or adjacent lands?
 Yes No Unknown
- f) Have the lands or adjacent lands ever been used as an agricultural operation where cyanide products may have been applied as pesticides and/or sewage sludge applied to the lands?
 Yes No Unknown
- g) Have the lands or adjacent lands ever been used as a weapons firing range?
 Yes No Unknown
- h) Is the nearest boundary line of the application within 500 metres (1,640 feet) of the boundary line of an operational/non-operational public or private waste disposal site, landfill or dump?
 Yes No Unknown
- i) If there are existing or previously existing buildings on the subject lands, are there any building materials remaining on site which are potentially hazardous to public health (e.g., asbestos, PCB's)?
 Yes No Unknown
- j) Is there reason to believe the subject lands may have been contaminated by existing or former uses on the site or adjacent sites?*

** Possible uses that can cause contamination include but are not limited to: operation of electrical transformer stations, disposal of waste minerals, raw material storage, and residues left in containers, maintenance activities and spills. Some commercial properties such as gasoline stations, automotive repair garages, and dry cleaning plants have similar potential. The longer a property is under industrial or similar use, the greater the potential for site contamination. Also, a series of different industrial or similar uses upon a site could potentially increase the number of chemicals that are present.*

- k) If current or previous use of the property is Industrial or Commercial, or if YES to any of a) to j) above, attach a previous use inventory showing all former uses of the subject land, or if applicable, the land(s) adjacent to the subject lands.

SCHEDULE E CONTINUES ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE E - CONTINUED

Acknowledgement Clause

I hereby acknowledge that it is my responsibility to ensure that I am in compliance with all applicable laws, regulations, guidelines and the City's Official Plan policies pertaining to potentially contaminated sites, and to use all reasonable effort to identify the potential for contamination on the subject property.

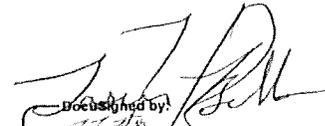
I acknowledge that as a condition of approval of this application that the City may require me to file a Record of Site Condition signed by a qualified person in the provincial Environmental Site Registry, and provide verification to the City of Windsor of acknowledgement of this Record of Site Condition by the Ministry of Environment.

I acknowledge that the City may require the qualified person signing the Record of Site Condition to submit to the City a Declaration acknowledging that the City of Windsor may rely on the statements in the Record of Site Condition.

I acknowledge that the City of Windsor is not responsible for the identification and/or remediation of contaminated sites, and I agree, whether in, through, or as a result of any action or proceeding for environmental clean-up of any damage or otherwise, I will not sue or make claim whatsoever against the City of Windsor, its officers, officials, employees or agents for or in respect of any loss, damage, injury or costs.

TOSIN BELLO

Name of Applicant (print)



DocuSigned by:
187405E52FBB415...
Signature of Applicant

February 14 2020

Date

Name of Agent (print)

Signature of Agent

Date

END OF SCHEDULE E

ZONING BY-LAW AMENDMENT APPLICATION

DO NOT COMPLETE BELOW – STAFF USE ONLY

Receipt and Assignment of Application	Date Received Stamp
This application has been assigned to:	
<input type="checkbox"/> Adam Szymczak (AS)	<input type="checkbox"/> Greg Atkinson (GA)
<input type="checkbox"/> Jim Abbs (JA)	<input type="checkbox"/> Justina Nwaesei (JN)
<input type="checkbox"/> Laura Diotte (LD)	<input type="checkbox"/> Sahar Jamshidi (SJ)
<input type="checkbox"/> Simona Simion (SS)	<input type="checkbox"/> _____

Complete Application
This application is deemed complete on _____ <i>Date</i>

<i>Signature of Delegated Authority</i>
<input type="checkbox"/> Neil Robertson, MCIP, RPP Manager of Urban Design <input type="checkbox"/> Michael Cooke, MCIP, RPP Manager of Planning Policy <input type="checkbox"/> Thom Hunt, MCIP, RPP City Planner & Executive Director

Internal Information
Fee Paid: \$ _____ Receipt No: _____ Date: _____
Payment Type: <input type="checkbox"/> Cash <input type="checkbox"/> Certified Cheque <input type="checkbox"/> Credit Card <input type="checkbox"/> Personal Cheque
NEW Zoning File No. ZNG/ _____ Z- _____
Previous Zoning File No. ZNG/ _____ Z- _____
Related OPA File No. OPA/ _____ OPA _____
Other File Numbers: _____
Notes: _____

THIS IS THE LAST PAGE OF THE APPLICATION FORM

PLANNING DEPARTMENT – DEVELOPMENT DIVISION

Memo

To: City Clerk
From: City Planner/Executive Director
Date: June 15, 2020
Subject: TRANSMITTAL OF NEW FILE **Our File Number: Z-009/20 [ZNG/6070]**
RE: Application For: Zoning Amendment Official Plan Amendment
 Part Lot Control Draft Plan of Subdivision/Condominium

Applicant: AIPL Canada Holdings Inc.
Location: 1200 University Avenue West
Description: Application to amend Zoning By-law 8600 to allow a site-specific Commercial District.

The ZONING AMENDMENT application submitted by AIPL Canada Holdings Inc. for 1200 University Avenue West has been deemed as complete on May 13, 2020.

Enclosures:

- 1 copy of Application Form
- 1 copy of Drawings
- 1 copy of Site Plan

**CITY OF WINDSOR
COUNCIL SERVICES**

JUN 15 2020

RECEIVED



Thom Hunt, MCIP, RPP
City Planner, Executive Director

/ad

Dillon Consulting Limited
Attn: Joshua Hurley-Burns
3200 Deziel Dr. ,Suite 608
Windsor, ON. N8W 5K8

Dear Mr. Hurley-Burns,

Re: REZONING APPLICATION
APPLICANT: AIPL CANADA HOLDINGS INC.
LOCATION: 1200 UNIVERISTY AVENUE WEST
FILE NO.: Z-009/20 [ZNG/6070]

This is to acknowledge receipt of the application for rezoning, which has been assigned the above-referenced file number. In accordance with the delegation authority as prescribed by By-Law 139-2013, the information and material required has been provided; therefore, the application was deemed COMPLETE on May 13, 2020 and processing has begun.

You will be advised prior to the Development & Heritage Standing Committee and Council meetings of the position of the Planning Department on the application and the dates of the public meetings.

Please contact me at gatkinson@citywindsor.ca , if you have any questions.

Yours truly,



Greg Atkinson, MCIP, RPP
Planner III

GA/ad

Dillon Consulting Limited
Attn: Joshua Hurley-Burns
3200 Deziel Dr., Suite 608
Windsor, ON. N8W 5K8

Dear Mr. Hurley-Burns,

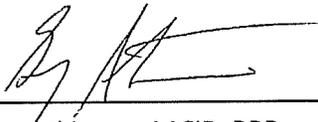
Re: REZONING APPLICATION
APPLICANT: AIPL CANADA HOLDINGS INC.
LOCATION: 1200 UNIVERISTY AVENUE WEST
FILE NO.: Z-009/20 [ZNG/6070]

This is to acknowledge receipt of the application for rezoning, which has been assigned the above-referenced file number. In accordance with the delegation authority as prescribed by By-Law 139-2013, the information and material required has been provided; therefore, the application was deemed COMPLETE on May 13, 2020 and processing has begun.

You will be advised prior to the Development & Heritage Standing Committee and Council meetings of the position of the Planning Department on the application and the dates of the public meetings.

Please contact me at gatkinson@citywindsor.ca, if you have any questions.

Yours truly,



Greg Atkinson, MCIP, RPP
Planner III

GA/ad

ZONING BY-LAW AMENDMENT APPLICATION

INSTRUCTIONS

Verify that you are using the most current application form.

- Section 1: Pre-Submission consultation with a staff Planner is mandatory per By-law 199-2007. If you do not have a valid Pre-Submission Letter, you must meet with a staff Planner who must sign and date this section.
- Section 2: During Pre-Submission consultation a staff Planner will indicate what supporting information must be submitted with the application.
- Section 3: Provide the full name, address, phone number, fax number and email address of the applicant, agent and registered owner. If any of these are a corporation, provide the full corporate name. Include the full name of the contact person. If there is more than one person, corporation or registered owner, use additional sheets.
- Section 4: Indicate if you are submitting other companion applications with this application.
- Section 5: Provide information about the subject land. This information is used to determine supporting information requirements and to assist in the review of the application.
- Section 6: Indicate the amendment, proposed uses and describe the nature and extent of the amendment being requested. Indicate why the amendment is being requested and how it is consistent with the Provincial Policy Statement and conforms to the City of Windsor Official Plan. If this information is in a Planning Rationale Report, check the box beside "See Planning Rationale Report".
- Section 7: If there are any existing buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows this information.
- Section 8: If you propose to build any buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows the information.
- Section 9: Indicate how the property is accessed. Check all boxes that apply.
- Section 10: Provide information about water service, sanitary sewage disposal, and storm drainage.
- Section 11: Provide a sketch of the subject land showing, in metric units, the items listed or indicate if this information is provided on an existing plan or a conceptual site plan.
- Section 12: Check the appropriate box based on a valid Pre-Submission Letter or pre-submission consultation.
- Section 13: Explain your proposed strategy for consulting with the public with respect to the application.
- Section 14: Complete and sign in the presence of a Commissioner of Taking Affidavits.
- Schedules: Read, complete in full, and sign Schedules A & E.

Submit the application form, supporting studies and information, and the application fee to Planning and Building Department – Planning Division, 350 City Hall Square West, Suite 210, Windsor, ON N9A 6S1.

An application will be terminated without notice after 60 days of inactivity.

TYPE OF REZONING AMENDMENT

The type of amendment is determined by the City Planner or their designate.

Minor Zoning Amendment

- Site zoned commercial, institutional, or manufacturing – addition to the list of permitted uses.
- Site already zoned – change to existing regulations or to zoning district boundary to match lot lines.
- Site designated in the Official Plan for residential use – rezoning to accommodate a maximum of six dwelling units.
- Site designated in the Official Plan for the proposed use other than residential – site-specific zoning for a site with a lot area of less than 1,000.0 m².

Major Zoning Amendment

- Any other amendment not listed as minor.

ZONING BY-LAW AMENDMENT APPLICATION

ZONING BY-LAW AMENDMENT PROCEDURE

The processing of the application is subject to change. The application will be terminated without notice after 60 days of inactivity. Direct all questions about the application to the assigned Planner. The procedure generally encompasses the following steps:

1. The application is reviewed to ensure all prescribed and required information and the fee have been submitted. Within 30 days of the receipt of the application, the applicant will be notified in writing that the application is deemed incomplete or complete.
2. If deemed incomplete, the application and fee will be returned. If deemed complete, fees are not refundable, the application is circulated to departments and external agencies for review and comment, and all submitted documents are made available to the public.
3. Following circulation, a staff report containing a recommendation and conditions of approval, if required, is prepared. The City Planner and other staff review the draft staff report.
4. When the staff report is approved by appropriate municipal staff, it will be scheduled for a future meeting of the Development and Heritage Standing Committee (DHSC).
5. The DHSC meeting is the public meeting required by the Planning Act. Public notice of the DHSC meeting is advertised in the Windsor Star, a local newspaper, at least 20 days in advance of the DHSC meeting. A courtesy notice may be mailed to property owners and tenants within 120 metres or more of the subject land.
6. 10 days prior to the DHSC meeting, the staff report is circulated to the applicant and DHSC members and made available to the public. All supporting documentation submitted by the applicant is available for review.
7. At the DHSC meeting, a staff planner makes a presentation. The applicant and other parties have an opportunity to provide verbal and/or written submissions. The DHSC may ask questions of staff, the applicant, agent, and other parties. The DHSC may decide to defer or recommend approval or denial of the application.
8. If deferred, the application along with any additional information or a new staff report will be considered at a future DHSC meeting. If recommended for approval or denial, the staff report, the minutes of the DHSC meeting, and the amending by-law are forwarded to City of Windsor Council for consideration at a future date. The applicant, agent and all interested parties will be notified by the City Clerk of the date, time and location of the Council meeting.
9. The application may be placed on the Consent Agenda of the Council Meeting, a part of the meeting where Council approves a number of matters with a single motion. If the application is not on the Consent Agenda, the staff planner will introduce the application, review the staff recommendation and any additional information provided to Council, and advise Council of any differences between the staff and DHSC recommendations. The applicant and other interested parties have an opportunity to make verbal and/or written submissions. Council may decide to approve, deny or defer the application. If Council approves the application, the amending by-law may be approved at the same Council meeting, otherwise it will be approved at a future Council meeting.
10. When the amending by-law is passed, the City Clerk will mail a notice of the passing of the amending by-law to property owners and various public agencies within 15 days. There is a 20-day appeal period commencing the day after this notice is given. The notice will include the last day to file an appeal. An appeal is made to the Local Planning Appeal Tribunal (LPAT) through the City Clerk. If no appeal is filed, the amending by-law is final and binding as of the date of Council's passing of the by-law.
11. If the rezoning is subject to a holding symbol, it is the responsibility of the property owner to satisfy the conditions to remove the holding symbol and to submit an application and fee to remove the holding symbol.

CONTACT INFORMATION

Planning & Building Department – Planning Division
Suite 210
350 City Hall Square West
Windsor ON N9A 6S1

Telephone: 519-255-6543
Fax: 519-255-6544
Email: planningdept@citywindsor.ca
Web Site: www.citywindsor.ca

ZONING BY-LAW AMENDMENT APPLICATION

1. Pre-Submission Consultation

By-law 199-2007 requires pre-submission consultation with a staff Planner to determine what supporting information is required, to verify fee payable, and to review the process. This application is incomplete unless you have a valid Pre-Submission Letter or a staff Planner signs below.

Valid Pre-Submission Letter? NO YES File Number: PS- 043/1
8

Staff Use Only

Signature of Staff Planner	Date of Consultation
<input type="checkbox"/> Jim Abbs <input type="checkbox"/> Greg Atkinson <input type="checkbox"/> Sahar Jamshidi <input type="checkbox"/> Justina Nwaesei <input type="checkbox"/> Adam Szymczak <input type="checkbox"/> _____	

2. Required Supporting Information *(To be completed by a staff Planner)*

If you do not have a valid Pre-submission Letter, during the pre-submission consultation, a staff Planner will indicate below what supporting information must be submitted with the application. The City of Windsor reserves the right to require additional supporting information during the processing of the application. All supporting information submitted is made available for public review.

For each document, provide one paper copy, and where possible, one digital copy on a CD or USB flash drive. Plan of survey, site plan, floor plan, or elevations shall be provided in letter size (8.5 by 11 inches) in JPG and PDF format. All other documents shall be provided in PDF or Word format. All PDF documents shall be flattened with no layers.

If you are submitting a companion planning application (official plan, subdivision, or condominium), submit only one set of documents.

- | | | | |
|---|--|---|---|
| <input checked="" type="checkbox"/> Deed and/or Offer to Purchase | <input checked="" type="checkbox"/> Sketch of Subject Land <i>(see Section 11)</i> | <input checked="" type="checkbox"/> Site Plan Conceptual <i>(see Section 8)</i> | <input type="checkbox"/> Floor Plan and/or Elevations |
| <input type="checkbox"/> Planning Rationale Report | <input type="checkbox"/> Topographic Plan of Survey | <input type="checkbox"/> Noise Study | <input type="checkbox"/> Vibration Study |
| <input type="checkbox"/> Market Impact Assessment | <input type="checkbox"/> Lighting Study | <input type="checkbox"/> Geotechnical Study | <input type="checkbox"/> Micro-Climate Study |
| <input type="checkbox"/> Transportation Impact Statement | <input type="checkbox"/> Transportation Impact Study | <input type="checkbox"/> Tree Survey | <input type="checkbox"/> Tree Preservation Study |
| <input type="checkbox"/> Sanitary Sewer Study | <input type="checkbox"/> Storm Sewer Study | <input type="checkbox"/> Storm Water Retention Scheme | <input type="checkbox"/> Wetland Evaluation Study |
| <input type="checkbox"/> Environmental Site Assessment | <input type="checkbox"/> Record of Site Condition <i>(see Schedule E)</i> | <input type="checkbox"/> Environmental Evaluation Report | <input type="checkbox"/> Species at Risk Screening |
| <input type="checkbox"/> Archaeological Assessment – Stage 1 | <input type="checkbox"/> Built Heritage Impact Study | <input type="checkbox"/> Urban Design Study | <input type="checkbox"/> Guideline Plan |

Other Required Information: _____

ZONING BY-LAW AMENDMENT APPLICATION

3. Applicant, Registered Owner, and Agent Information

Provide in full the name of the applicant, registered owner, and agent, the name of the contact person, and address, postal code, phone number, fax number and email address.

If the applicant or registered owner is a numbered company, provide the name of the principals of the company. If there is more than one applicant or registered owner, copy this page, complete in full and submit with this application.

All communication is with the Agent authorized by the Owner to file the application. If there is no Agent, all communication is with the Applicant.

Applicant

Name: 2605385 Ontario Inc. c/o AIPL Canada Holdings Inc. Contact: Shabeg Singh
Name of Contact Person

Address: 545 King Street West

Address: Toronto, ON Postal Code: M5V 1M1

Phone: _____ Fax: _____

Email: shabeg@aiplcanada.ca

Registered Owner Same as Applicant

Name: _____ Contact: _____
Name of Contact Person

Address: _____

Address: _____ Postal Code: _____

Phone: _____ Fax: _____

Email: _____

Agent Authorized by the Owner to File the Application (Also complete Section A1 in Schedule A)

Name: Dillon Consulting Limited Contact: Josh Hurley-Burns
Name of Contact Person

Address: 3200 Deziel Drive, Suite 608

Address: Windsor, ON Postal Code: N8W 5K8

Phone: 519-948-5000 ext. 3273 Fax: 519-948-5054

Email: jhurley-burns@dillon.ca

4. Companion Applications

Are you submitting a companion Official Plan Amendment application? NO YES

Are you submitting a companion Plan of Subdivision/Condominium application? NO YES

Are you submitting a companion Site Plan Control application? NO YES

ZONING BY-LAW AMENDMENT APPLICATION

5. Subject Land Information

Municipal Address 1200 University Avenue West

Legal Description Pt Lot 73 Concession

Assessment Roll Number 3739-040-170-05400-0000

If known, the date the subject land was acquired by the current owner: 11/16/2017

Frontage (m) 58.47 Depth (m) Irregular Area (sq m) 9,429 sq.m

Official Plan Designation Mixed use

Current Zoning Commercial District 2.2 (CD2.2)

Existing Uses Vacant

If known, the lengths of time that the existing uses have continued: +10 years

Previous Uses Commercial

List the names and addresses of the holders of any mortgages, charges, or other encumbrances in respect of the subject land:

Are there any easements or restrictive covenants affecting the subject lands? NO YES

If yes, describe the easement or restrictive covenant and its effect:

If known, has the subject land ever been subject of: (leave blank if unknown)

An application for a Plan of Subdivision or Consent: NO YES File: _____

An application for an amendment to a Zoning By-law: NO YES File: _____

An application for approval of a Site Plan: NO YES File: SPC- _____

A Minister's Zoning Order (Ontario Regulation): NO YES OR#: _____

ZONING BY-LAW AMENDMENT APPLICATION

6. Description of Amendment

Amendment to Zoning By-law from: Commercial District 2.2 (CD2.2)

to: Site specific Commercial District 2.2 (CD2.2)

Proposed uses of subject land: Mixed use development (Residential condominium building and two (2) commercial buildings)

Describe the nature and extent of the amendment(s) being requested:

The applicant is requesting that the zoning of the subject site be amended to a site-specific Commercial District 2.2 (CD2.2) that:

- Increases the maximum building height from 14m to 18m;
- Decreases minimum amenity area per dwelling unit from 12m² to 7.5m², and permits amenity area on an adjacent lot;
- Provides relief from provision 15.2.5 (.15) of the City of Windsor Zoning By-law 8600 to permit a multiple dwelling building with main floor residential uses;
- Provides relief from provision 5.2.20 (.1) to permit 53 dwelling units with a minimum gross floor area of 31m²; and
- Provides relief from provision 24.20.5 (.1) of the City of Windsor Zoning By-law 8600 to permit a minimum of 133 parking spaces on the subject site.

Why is this amendment or these amendments being requested?

See Planning Justification Report

Explain how the amendment to the Zoning By-law is consistent with the Provincial Policy Statement, 2014:

See Planning Rationale Report _____

Explain how the application conforms to the City of Windsor Official Plan:

See Planning Rationale Report _____

If this application is to remove land from an area of employment, details of the official plan or official plan amendment that deals with this matter:

See Planning Rationale Report See Official Plan Amendment

N/A

ZONING BY-LAW AMENDMENT APPLICATION

7. Existing Buildings/Structures on Subject Land

Are there any buildings or structures on the subject land?

- NO Continue to Section 8
- YES Indicate the type of building or structure, the date of construction (if known), and, in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure and its dimensions or floor area.
 - See attached Existing Plan or Sketch of Subject Land

8. Proposed Buildings/Structures on Subject Land

Do you propose to build any buildings or structures on the subject land?

- NO Continue to Section 9
- YES Indicate the type of building or structure and, in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure, and its dimensions or floor area.
 - See attached Site Plan Conceptual

ZONING BY-LAW AMENDMENT APPLICATION

9. Access to Subject Land

Indicate if access to subject land is by: *(check all that apply)*

- Municipal Road Provincial Highway Another public road or a right-of-way
- Water - If access to the subject land is by water only, describe the parking and docking facilities used or to be used and provide the approximate distance in metric of these facilities from the subject land and the nearest public road:

10. Water, Sanitary Sewage and Storm Drainage

WATER – Indicate whether water will be provided to the subject land by:

- Publicly owned & operated piped water system
- Privately owned & operated individual well
- Privately owned & operated communal well
- Other _____

SANITARY - Indicate whether sewage disposal will be provided to the subject land by:

- Publicly owned & operated sanitary sewage system
- Privately owned & operated individual septic system *
- Privately owned & operated communal septic system *
- Other _____

* If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4,500 litres of effluent would be produced per day as a result of the development being completed submit a Servicing Options Report and a Hydrogeological Report.

STORM DRAINAGE - Indicate whether storm drainage will be provided by:

- Sewers Ditches Swales Other _____

ZONING BY-LAW AMENDMENT APPLICATION

11. Sketch of Subject Land

Provide a sketch showing, in metric units,

- a) the boundaries and dimensions of the subject land;
- b) the location, size, and type of all existing and proposed buildings and structures on the subject land, including their distance from the front lot line, rear lot line, and side lines;
- c) the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that are located on the subject land and on land that is adjacent to it, and in the applicant's opinion, may affect the application;
- d) the current uses of all land that is adjacent to the subject land;
- e) the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road, or a right of way;
- f) if access to the subject land will be water only, the location of the parking and docking facilities to be used; and
- g) the location and nature of any easement affecting the subject land.

12. Application Fee & Other Fees

Fees are subject to change and are not refundable once the application has been deemed complete by a delegated authority. Verify fees before submitting the application.

Accepted methods of payment are MasterCard, Visa, Cash, Certified Cheque and Personal Cheque. A cheque shall be payable to The Corporation of the City of Windsor.

The type amendment is determined by the City Planner or their designate.

APPLICATION FEE

Amendment Type	<input type="checkbox"/> Minor Rezoning	<input checked="" type="checkbox"/> Major Rezoning
Base Fee	\$4,158.00	\$5,584.00
GIS Fee	+ \$50.00	+ \$50.00
Essex Region Conservation Authority Fee	+ <u>\$200.00</u>	+ <u>\$300.00</u>
Total Application Fee	= \$4,408.00	= \$5,934.00

OTHER FEES

Re-Notification/Deferral Fee \$2,160.00

Required when an applicant requests a deferral after notice of a public meeting has been given.

Legal Fee \$575.00 plus \$50 per unit, lot, or block

Required when the preparation of an agreement is a condition of approval.

Removal of the Holding Symbol Application \$1,360.00

It is the responsibility of the property owner to satisfy the conditions to remove the holding symbol and to submit an application and fee to remove the holding symbol.

Local Planning Appeal Tribunal (LPAT) Fee \$300.00

An appeal is made through the City Clerk - Phone Number: 519-255-6211.

Make certified cheque or money order payable to the Ministry of Finance.

Appeals fees, forms, and processes are subject to change. Visit <http://elto.gov.on.ca/> for additional information.

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements

A1. Authorization of Registered Owner for Agent to Make the Application

If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the agent is authorized to make the application must be included with this application form or the authorization below must be completed.

I, Shabeg Singh of 2605385 Ontario Inc., am the registered owner of the land that is
Name of Registered Owner

subject of this application for an amendment to the City of Windsor Zoning By-law and I authorize

Dillon Consulting Limited c/o Josh Hurley-Burns to make this application on my behalf.
Name of Agent



Signature of Registered Owner

October 22, 2019

Date

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, Shabeg Singh of 2605385 Ontario Inc.,
Name of Registered Owner

hereby authorize the Development and Heritage Standing Committee or their successor, City Council, and staff of The Corporation of the City of Windsor to enter upon the subject lands and premises described in Section 5 of the application form for the purpose of evaluating the merits of this application and subsequently to conduct any inspections on the subject lands that may be required as a condition of approval. This is their authority for doing so.



Signature of Registered Owner

October 22, 2019

Date

If Corporation – I have authority to bind the corporation

SCHEDULE A CONTINUES ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements - *Continued*

A3. Acknowledgements

Receipt, Fees, Additional Information, Termination, and Freedom of Information

I acknowledge that receipt of this application by the City of Windsor does not guarantee it to be a complete application, that further review of the application will occur, and that I may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted.

I further acknowledge that after the application is deemed complete, fees are not refundable, additional information may be requested, and that after 60 days of inactivity the City of Windsor may terminate the application without notice.

I further acknowledge that pursuant to the provisions of the Planning Act and the Municipal Freedom of Information and Protection of Privacy Act, this application and all material and information provided with this application are made available to the public.

Species at Risk

Ontario's *Endangered Species Act* protects endangered and threatened species — animals and plants in decline and at risk of disappearing from the province by restricting activities that may affect these plants, animals or their habitats.

I acknowledge that it is my sole responsibility as the Applicant to comply with the provisions of the *Endangered Species Act, 2007, S. O. c.6*. This could require me to register an activity, get a permit or other authorization from the Ministry of the Environment, Conservation and Parks (MECP) prior to conducting an activity that could impact an endangered or threatened plant or animal or its habitat. I further acknowledge that any *Planning Act, R.S.O. 1990, c.P.13* approval given by the City of Windsor does not constitute an approval under the *Endangered Species Act*, nor does it absolve me from seeking the necessary authorization, approvals or permits from the MECP prior to conducting any activity that may affect endangered or threatened plant or animal or its habitat.

Additional information can be found at:

<https://www.ontario.ca/page/development-and-infrastructure-projects-and-endangered-or-threatened-species>

or by contacting MECP at SAROntario@ontario.ca

Acknowledgement

I acknowledge that I have read and understand the above statements:



Signature of Applicant or Agent

October 22, 2019

Date

END OF SCHEDULE A – COMPLETE SCHEDULE E ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE E – Environmental Site Screening Questionnaire

Previous Use of Property

- Residential Industrial Commercial Institutional
 Agricultural Parkland Vacant Other _____

a) If previous use of the property is Industrial or Commercial, specify use:

b) Has the grading of the subject land been changed by adding earth or material? Has filling occurred on the subject land?

- Yes No Unknown

c) Has a gasoline station and/or automobile service station been located on the subject land or adjacent lands at any time?

- Yes No Unknown

d) Has there been petroleum or other fuel stored on the subject land or adjacent lands?

- Yes No Unknown

e) Are there or have there ever been underground storage tanks or buried waste on the subject land or adjacent lands?

- Yes No Unknown

f) Have the lands or adjacent lands ever been used as an agricultural operation where cyanide products may have been applied as pesticides and/or sewage sludge applied to the lands?

- Yes No Unknown

g) Have the lands or adjacent lands ever been used as a weapons firing range?

- Yes No Unknown

h) Is the nearest boundary line of the application within 500 metres (1,640 feet) of the boundary line of an operational/non-operational public or private waste disposal site, landfill or dump?

- Yes No Unknown

i) If there are existing or previously existing buildings on the subject lands, are there any building materials remaining on site which are potentially hazardous to public health (e.g., asbestos, PCB's)?

- Yes No Unknown

j) Is there reason to believe the subject lands may have been contaminated by existing or former uses on the site or adjacent sites?*

- Yes No Unknown

** Possible uses that can cause contamination include but are not limited to: operation of electrical transformer stations, disposal of waste minerals, raw material storage, and residues left in containers, maintenance activities and spills. Some commercial properties such as gasoline stations, automotive repair garages, and dry cleaning plants have similar potential. The longer a property is under industrial or similar use, the greater the potential for site contamination. Also, a series of different industrial or similar uses upon a site could potentially increase the number of chemicals that are present.*

k) If current or previous use of the property is Industrial or Commercial, or if YES to any of a) to j) above, attach a previous use inventory showing all former uses of the subject land, or if applicable, the land(s) adjacent to the subject lands.

SCHEDULE E CONTINUES ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE E - CONTINUED

Acknowledgement Clause

I hereby acknowledge that it is my responsibility to ensure that I am in compliance with all applicable laws, regulations, guidelines and the City's Official Plan policies pertaining to potentially contaminated sites, and to use all reasonable effort to identify the potential for contamination on the subject property.

I acknowledge that as a condition of approval of this application that the City may require me to file a Record of Site Condition signed by a qualified person in the provincial Environmental Site Registry, and provide verification to the City of Windsor of acknowledgement of this Record of Site Condition by the Ministry of Environment.

I acknowledge that the City may require the qualified person signing the Record of Site Condition to submit to the City a Declaration acknowledging that the City of Windsor may rely on the statements in the Record of Site Condition.

I further acknowledge that the City of Windsor is not responsible for the identification and/or remediation of contaminated sites, and I agree, whether in, through, or as a result of any action or proceeding for environmental clean-up of any damage or otherwise, I will not sue or make claim whatsoever against the City of Windsor, its officers, officials, employees or agents for or in respect of any loss, damage, injury or costs.

Shabeg Singh

Name of Applicant (print)



Signature of Applicant

October 22, 2019

Date

Josh Hurley-Burns

Name of Agent (print)



Signature of Agent

October 22, 2019

Date

END OF SCHEDULE E

ZONING BY-LAW AMENDMENT APPLICATION

DO NOT COMPLETE BELOW – STAFF USE ONLY

Receipt and Assignment of Application	Date Received Stamp
This application has been assigned to:	
<input type="checkbox"/> Adam Szymczak (AS)	<input type="checkbox"/> Jim Abbs (JA)
<input type="checkbox"/> Justina Nwaesei (JN)	<input type="checkbox"/> Sahar Jamshidi (SJ)
<input type="checkbox"/> _____	

Complete Application		
This application is deemed complete on _____		
<i>Date</i>		

<i>Signature of Delegated Authority</i>		
<input type="checkbox"/> Neil Robertson, MCIP, RPP Manager of Urban Design	<input type="checkbox"/> Michael Cooke, MCIP, RPP Manager of Planning Policy	<input type="checkbox"/> Thom Hunt, MCIP, RPP City Planner & Executive Director

Internal Information			
Fee Paid: \$ _____	Receipt No: _____	Date: _____	
Payment Type: <input type="checkbox"/> Cash	<input type="checkbox"/> Certified Cheque	<input type="checkbox"/> Credit Card	<input type="checkbox"/> Personal Cheque
NEW Zoning File No. ZNG/ _____	Z- _____		
Previous Zoning File No. ZNG/ _____	Z- _____		
Related OPA File No. OPA _____			
Other File Numbers: _____			
Notes: _____			

THIS IS THE LAST PAGE OF THE APPLICATION FORM

ZB/13837

PLANNING DEPARTMENT – DEVELOPMENT DIVISION

Memo

To: City Clerk
From: City Planner/Executive Director
Date: June 15, 2020
Subject: TRANSMITTAL OF NEW FILE **Our File Number: Z-010/20 [ZNG/6072]**
RE: Application For: (X) Zoning Amendment () Official Plan Amendment
() Part Lot Control () Draft Plan of Subdivision/Condominium

Applicant: 2356976 Ontario Inc. (Dr. Bhan Garg)
Location: 0 Hawthorne Drive
Description: Application to amend Zoning By-law 8600 to allow three apartment buildings with 190 units or 66 townhomes.

The ZONING AMENDMENT application submitted by 2356976 Ontario Inc. (Dr. Bhan Garg) for 0 Hawthorne Drive has been deemed as complete on May 13, 2020.

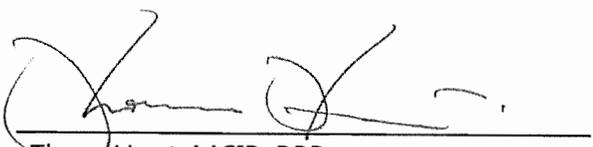
Enclosures:

- (X) 1 copy of Application Form
- () 1 copy of Drawings
- () 1 copy of Site Plan

**CITY OF WINDSOR
COUNCIL SERVICES**

JUN 15 2020

RECEIVED


Thom Hunt, MCIP, RPP
City Planner, Executive Director

/ad

June 4, 2020

Vijay Vasantgadkar Architect Inc.
Attn: Vijay Vasantgadkar
1614 Lesperance Road, Unit 8A
Tecumseh, ON. NBN 1Y3

Dear Mr. Vasantgadkar,

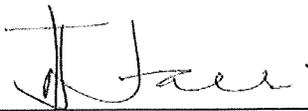
Re: REZONING APPLICATION
APPLICANT: 2356976 ONTARIO INC. (DR. BHAN GARG)
LOCATION: 0 HAWTHORNE DRIVE
FILE NO.: Z-010/20 [ZNG/6072]

This is to acknowledge receipt of the application for rezoning, which has been assigned the above-referenced file number. In accordance with the delegation authority as prescribed by By-Law 139-2013, the information and material required has been provided; therefore, the application was deemed COMPLETE on May 13, 2020 and processing has begun.

You will be advised prior to the Development & Heritage Standing Committee and Council meetings of the position of the Planning Department on the application and the dates of the public meetings.

Please contact me at jnwaesei@citywindsor.ca, if you have any questions.

Yours truly,



Justina Nwaesei, MCIP, RPP
Senior Planner - Subdivisions

JN/ad

cc: 2356976 Ontario Inc., c/o Dr. Bhan Garg

June 4, 2020

Vijay Vasantgadkar Architect Inc.
Attn: Vijay Vasantgadkar
1614 Lesperance Road, Unit 8A
Tecumseh, ON. NBN 1Y3

Dear Mr. Vasantgadkar,

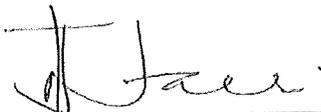
Re: REZONING APPLICATION
APPLICANT: 2356976 ONTARIO INC. (DR. BHAN GARG)
LOCATION: 0 HAWTHORNE DRIVE
FILE NO.: Z-010/20 [ZNG/6072]

This is to acknowledge receipt of the application for rezoning, which has been assigned the above-referenced file number. In accordance with the delegation authority as prescribed by By-Law 139-2013, the information and material required has been provided; therefore, the application was deemed COMPLETE on May 13, 2020 and processing has begun.

You will be advised prior to the Development & Heritage Standing Committee and Council meetings of the position of the Planning Department on the application and the dates of the public meetings.

Please contact me at jnwaesei@citywindsor.ca, if you have any questions.

Yours truly,



Justina Nwaesei, MCIP, RPP
Senior Planner - Subdivisions

JN/ad

cc: 2356976 Ontario Inc., c/o Dr. Bhan Garg

ZONING BY-LAW AMENDMENT APPLICATION

INSTRUCTIONS

✓ Verify that you are using the most current application form.

- Section 1: Pre-Submission consultation with a staff Planner is mandatory per By-law 199-2007. If you do not have a valid Pre-Submission Letter, you must meet with a staff Planner who must sign and date this section.
- Section 2: During Pre-Submission consultation a staff Planner will indicate what supporting information must be submitted with the application.
- Section 3: Provide the full name, address, phone number, fax number and email address of the applicant, agent and registered owner. If any of these are a corporation, provide the full corporate name. Include the full name of the contact person. If there is more than one person, corporation or registered owner, use additional sheets.
- Section 4: Indicate if you are submitting other companion applications with this application.
- Section 5: Provide information about the subject land. This information is used to determine supporting information requirements and to assist in the review of the application.
- Section 6: Indicate the amendment, proposed uses and describe the nature and extent of the amendment being requested. Indicate why the amendment is being requested and how it is consistent with the Provincial Policy Statement and conforms to the City of Windsor Official Plan. If this information is in a Planning Rationale Report, check the box beside "See Planning Rationale Report".
- Section 7: If there are any existing buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows this information.
- Section 8: If you propose to build any buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows the information.
- Section 9: Indicate how the property is accessed. Check all boxes that apply.
- Section 10: Provide information about water service, sanitary sewage disposal, and storm drainage.
- Section 11: Provide a sketch of the subject land showing, in metric units, the items listed or indicate if this information is provided on an existing plan or a conceptual site plan.
- Section 12: Check the appropriate box based on a valid Pre-Submission Letter or pre-submission consultation.
- Section 13: Explain your proposed strategy for consulting with the public with respect to the application.
- Section 14: Complete and sign in the presence of a Commissioner of Taking Affidavits.
- Schedules: Read, complete in full, and sign Schedules A & E.

Submit the application form, supporting studies and information, and the application fee to Planning and Building Department – Planning Division, 350 City Hall Square West, Suite 210, Windsor, ON N9A 6S1.

An application will be terminated without notice after 60 days of inactivity.

TYPE OF REZONING AMENDMENT

The type of amendment is determined by the City Planner or their designate.

Minor Zoning Amendment

- Site zoned commercial, institutional, or manufacturing – addition to the list of permitted uses.
- Site already zoned – change to existing regulations or to zoning district boundary to match lot lines.
- Site designated in the Official Plan for residential use – rezoning to accommodate a maximum of six dwelling units.
- Site designated in the Official Plan for the proposed use other than residential – site-specific zoning for a site with a lot area of less than 1,000.0 m².

Major Zoning Amendment

- Any other amendment not listed as minor.

ZONING BY-LAW AMENDMENT APPLICATION

ZONING BY-LAW AMENDMENT PROCEDURE

The processing of the application is subject to change. The application will be terminated without notice after 60 days of inactivity. Direct all questions about the application to the assigned Planner. The procedure generally encompasses the following steps:

1. The application is reviewed to ensure all prescribed and required information and the fee have been submitted. Within 30 days of the receipt of the application, the applicant will be notified in writing that the application is deemed incomplete or complete.
2. If deemed incomplete, the application and fee will be returned. If deemed complete, fees are not refundable, the application is circulated to departments and external agencies for review and comment, and all submitted documents are made available to the public.
3. Following circulation, a staff report containing a recommendation and conditions of approval, if required, is prepared. The City Planner and other staff review the draft staff report.
4. When the staff report is approved by appropriate municipal staff, it will be scheduled for a future meeting of the Development and Heritage Standing Committee (DHSC).
5. The DHSC meeting is the public meeting required by the Planning Act. Public notice of the DHSC meeting is advertised in the Windsor Star, a local newspaper, at least 20 days in advance of the DHSC meeting. A courtesy notice may be mailed to property owners and tenants within 120 metres or more of the subject land.
6. 10 days prior to the DHSC meeting, the staff report is circulated to the applicant and DHSC members and made available to the public. All supporting documentation submitted by the applicant is available for review.
7. At the DHSC meeting, a staff planner makes a presentation. The applicant and other parties have an opportunity to provide verbal and/or written submissions. The DHSC may ask questions of staff, the applicant, agent, and other parties. The DHSC may decide to defer or recommend approval or denial of the application.
8. If deferred, the application along with any additional information or a new staff report will be considered at a future DHSC meeting. If recommended for approval or denial, the staff report, the minutes of the DHSC meeting, and the amending by-law are forwarded to City of Windsor Council for consideration at a future date. The applicant, agent and all interested parties will be notified by the City Clerk of the date, time and location of the Council meeting.
9. The application may be placed on the Consent Agenda of the Council Meeting, a part of the meeting where Council approves a number of matters with a single motion. If the application is not on the Consent Agenda, the staff planner will introduce the application, review the staff recommendation and any additional information provided to Council, and advise Council of any differences between the staff and DHSC recommendations. The applicant and other interested parties have an opportunity to make verbal and/or written submissions. Council may decide to approve, deny or defer the application. If Council approves the application, the amending by-law may be approved at the same Council meeting, otherwise it will be approved at a future Council meeting.
10. When the amending by-law is passed, the City Clerk will mail a notice of the passing of the amending by-law to property owners and various public agencies within 15 days. There is a 20-day appeal period commencing the day after this notice is given. The notice will include the last day to file an appeal. An appeal is made to the Local Planning Appeal Tribunal (LPAT) through the City Clerk. If no appeal is filed, the amending by-law is final and binding as of the date of Council's passing of the by-law.
11. If the rezoning is subject to a holding symbol, it is the responsibility of the property owner to satisfy the conditions to remove the holding symbol and to submit an application and fee to remove the holding symbol.

CONTACT INFORMATION

Planning & Building Department – Planning Division
Suite 210
350 City Hall Square West
Windsor ON N9A 6S1

Telephone: 519-255-6543
Fax: 519-255-6544
Email: planningdept@citywindsor.ca
Web Site: www.citywindsor.ca

ZONING BY-LAW AMENDMENT APPLICATION

1. Pre-Submission Consultation

By-law 199-2007 requires pre-submission consultation with a staff Planner to determine what supporting information is required, to verify fee payable, and to review the process. This application is incomplete unless you have a valid Pre-Submission Letter or a staff Planner signs below.

Valid Pre-Submission Letter? NO YES File Number: PS- 039/18

Staff Use Only

Signature of Staff Planner

Date of Consultation

Jim Abbs

Greg Atkinson

Sahar Jamshidi

Justina Nwaesei

Adam Szymczak

2. Required Supporting Information *(To be completed by a staff Planner)*

If you do not have a valid Pre-submission Letter, during the pre-submission consultation, a staff Planner will indicate below what supporting information must be submitted with the application. The City of Windsor reserves the right to require additional supporting information during the processing of the application. All supporting information submitted is made available for public review.

For each document, provide one paper copy, and where possible, one digital copy on a CD or USB flash drive. Plan of survey, site plan, floor plan, or elevations shall be provided in letter size (8.5 by 11 inches) in JPG and PDF format. All other documents shall be provided in PDF or Word format. All PDF documents shall be flattened with no layers.

If you are submitting a companion planning application (official plan, subdivision, or condominium), submit only one set of documents.

Deed and/or Offer to Purchase

Sketch of Subject Land *(see Section 11)*

Site Plan Conceptual *(see Section 8)*

Floor Plan and/or Elevations

Planning Rationale Report

Topographic Plan of Survey

Noise Study

Vibration Study

Market Impact Assessment

Lighting Study

Geotechnical Study

Micro-Climate Study

Transportation Impact Statement

Transportation Impact Study

Tree Survey

Tree Preservation Study

Sanitary Sewer Study

Storm Sewer Study

Storm Water Retention Scheme

Wetland Evaluation Study

Environmental Site Assessment

Record of Site Condition *(see Schedule E)*

Environmental Evaluation Report

Species at Risk Screening

Archaeological Assessment - Stage 1

Built Heritage Impact Study

Urban Design Study

Guideline Plan

Other Required Information: _____

ZONING BY-LAW AMENDMENT APPLICATION

3. Applicant, Registered Owner, and Agent Information

Provide in full the name of the applicant, registered owner, and agent, the name of the contact person, and address, postal code, phone number, fax number and email address.

If the applicant or registered owner is a numbered company, provide the name of the principals of the company. If there is more than one applicant or registered owner, copy this page, complete in full and submit with this application.

All communication is with the Agent authorized by the Owner to file the application. If there is no Agent, all communication is with the Applicant.

Applicant

Name: 2356976 Ontario Inc. Contact: Dr. Bhan Garg
Name of Contact Person
 Address: 13796 Riverside Dr. East, Tecumseh, ont
 Address: _____ Postal Code: N8N 2M9
 Phone: 519-257-1774 Fax: bgarg@gmail.com
 Email: bgarg@gmail.com

Registered Owner Same as Applicant

Name: _____ Contact: _____
Name of Contact Person
 Address: _____
 Address: _____ Postal Code: _____
 Phone: _____ Fax: _____
 Email: _____

Agent Authorized by the Owner to File the Application (Also complete Section A1 in Schedule A)

Name: Vijay Vasantgadkar Contact: Vijay Vasantgadkar
Architect Inc.
Name of Contact Person
 Address: 1614 Lesperance Road, Unit # 8A
 Address: Tecumseh, ONT. Postal Code: N8N 1Y3
 Phone: Ontario/ 519-988-1855 Fax: 519 988 1858
 Email: Vijaywindson@yahoo.com

4. Companion Applications

- Are you submitting a companion Official Plan Amendment application? NO YES
- Are you submitting a companion Plan of Subdivision/Condominium application? NO YES
- Are you submitting a companion Site Plan Control application? NO YES - at a later date

ZONING BY-LAW AMENDMENT APPLICATION

5. Subject Land Information

Municipal Address

0 Hawthorn Drive (at Enterprise Way)
Windsor, Ontario

Legal Description

Part 1 & 2 of Block A
Registered Plan 1644

Assessment Roll Number

050-670-57502

If known, the date the subject land was acquired by the current owner:

Frontage (m)

131.48

Depth (m)

191.19

Area (sq m)

24,500^{x,x}

Official Plan Designation

Mixed Use (Schedule D: Land Use)

Current Zoning

MD 1.2

Existing Uses

Vacant Land.

If known, the lengths of time that the existing uses have continued:

Previous Uses

As per our knowledge, this has been
a vacant land.

List the names and addresses of the holders of any mortgages, charges, or other encumbrances in respect of the subject land:

N/A

Are there any easements or restrictive covenants affecting the subject lands? NO YES

If yes, describe the easement or restrictive covenant and its effect:

If known, has the subject land ever been subject of: (leave blank if unknown)

An application for a Plan of Subdivision or Consent: NO YES File: _____

An application for an amendment to a Zoning By-law: NO YES File: _____

An application for approval of a Site Plan: NO YES File: SPC- _____

A Minister's Zoning Order (Ontario Regulation): NO YES OR#: _____

ZONING BY-LAW AMENDMENT APPLICATION

6. Description of Amendment

Amendment to Zoning By-law from: MD 1.2

to: RD 3.2

Proposed uses of subject land: Residential.

Describe the nature and extent of the amendment(s) being requested:

- 1) Option 1 - To build Three Apartment building with total 190 units. Total 267 parking spaces provided.
- 2) Option 2 - To build 66 townhomes with parking in enclosed garages.

Why is this amendment or these amendments being requested?

There is a religious Temple building across Enterprise Way and many members of the community wish to have their residences close to this building

Explain how the amendment to the Zoning By-law is consistent with the Provincial Policy Statement, 2014:

- See Planning Rationale Report 1.1.1 - accommodate range and mix of affordable residential, 1.1.2 - intensification within an existing settlement area, 1.1.3.2 - transit-supportive, 1.1.3.6 - compact form, 1.6.3 - use of existing infrastructure and public service facilities

Explain how the application conforms to the City of Windsor Official Plan:

- See Planning Rationale Report 6.9 - Mixed Use supports residential uses, 6.9.1.3 - opportunities to create special area identities and focal points, 6.9.2.3 - located on full municipal services and compatible with the surrounding development pattern, 6.9.2.6 - subject to site plan control.

If this application is to remove land from an area of employment, details of the official plan or official plan amendment that deals with this matter:

- See Planning Rationale Report See Official Plan Amendment

N/A

ZONING BY-LAW AMENDMENT APPLICATION

7. Existing Buildings/Structures on Subject Land

Are there any buildings or structures on the subject land?

- NO Continue to Section 8
- YES Indicate the type of building or structure, the date of construction (if known), and, in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure and its dimensions or floor area.
 - See attached Existing Plan or Sketch of Subject Land

8. Proposed Buildings/Structures on Subject Land

Do you propose to build any buildings or structures on the subject land?

- NO Continue to Section 9
- YES Indicate the type of building or structure and, in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure, and its dimensions or floor area.
 - See attached Site Plan Conceptual

ZONING BY-LAW AMENDMENT APPLICATION

9. Access to Subject Land

Indicate if access to subject land is by: (check all that apply)

- Municipal Road Provincial Highway Another public road or a right-of-way
- Water - If access to the subject land is by water only, describe the parking and docking facilities used or to be used and provide the approximate distance in metric of these facilities from the subject land and the nearest public road:

10. Water, Sanitary Sewage and Storm Drainage

WATER – Indicate whether water will be provided to the subject land by:

- Publicly owned & operated piped water system
- Privately owned & operated individual well
- Privately owned & operated communal well
- Other _____

SANITARY - Indicate whether sewage disposal will be provided to the subject land by:

- Publicly owned & operated sanitary sewage system
- Privately owned & operated individual septic system *
- Privately owned & operated communal septic system *
- Other _____

* If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4,500 litres of effluent would be produced per day as a result of the development being completed submit a Servicing Options Report and a Hydrogeological Report.

STORM DRAINAGE - Indicate whether storm drainage will be provided by:

- Sewers Ditches Swales Other _____

ZONING BY-LAW AMENDMENT APPLICATION

11. Sketch of Subject Land

Provide a sketch showing, in metric units,

- a) the boundaries and dimensions of the subject land;
- b) the location, size, and type of all existing and proposed buildings and structures on the subject land, including their distance from the front lot line, rear lot line, and side lines;
- c) the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that are located on the subject land and on land that is adjacent to it, and in the applicant's opinion, may affect the application;
- d) the current uses of all land that is adjacent to the subject land;
- e) the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road, or a right of way;
- f) if access to the subject land will be water only, the location of the parking and docking facilities to be used; and
- g) the location and nature of any easement affecting the subject land.

12. Application Fee & Other Fees

Fees are subject to change and are not refundable once the application has been deemed complete by a delegated authority. Verify fees before submitting the application.

Accepted methods of payment are MasterCard, Visa, Cash, Certified Cheque and Personal Cheque. A cheque shall be payable to The Corporation of the City of Windsor.

The type amendment is determined by the City Planner or their designate.

APPLICATION FEE

Amendment Type	<input type="checkbox"/> Minor Rezoning	<input checked="" type="checkbox"/> Major Rezoning
Base Fee	\$4,158.00	\$5,584.00
GIS Fee	+ \$50.00	+ \$50.00
Essex Region Conservation Authority Fee	+ <u>\$200.00</u>	+ <u>\$300.00</u>
Total Application Fee	= \$4,408.00	= \$5,934.00

OTHER FEES

Re-Notification/Deferral Fee \$2,160.00

Required when an applicant requests a deferral after notice of a public meeting has been given.

Legal Fee \$575.00 plus \$50 per unit, lot, or block

Required when the preparation of an agreement is a condition of approval.

Removal of the Holding Symbol Application \$1,360.00

It is the responsibility of the property owner to satisfy the conditions to remove the holding symbol and to submit an application and fee to remove the holding symbol.

Local Planning Appeal Tribunal (LPAT) Fee \$300.00

An appeal is made through the City Clerk - Phone Number: 519-255-6211.

Make certified cheque or money order payable to the Ministry of Finance.

Appeals fees, forms, and processes are subject to change. Visit <http://elto.gov.on.ca/> for additional information.

ZONING BY-LAW AMENDMENT APPLICATION

13. Proposed Public Consultation Strategy

Select or describe your proposed strategy for consulting with the public with respect to the application:

Required Public Consultation (Public Notice & Public Meeting as required per the Planning Act)

Open House

Website

Other _____

14. Sworn Declaration of Applicant

Complete in the presence of a Commissioner for Taking Affidavits

I, Dr. Bhan Garg, solemnly declare that the information required under Schedule 1 to Ontario Regulation 545/06 and provided by the applicant is accurate and that the information contained in the documents that accompany this application is accurate, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.



Signature of Applicant

Sign in the presence of a Commissioner
For Taking Affidavits

Declared before me



at the

Town of Tecumseh

Municipality

Signature of Commissioner
For Taking Affidavits

this 29th

day of

January

2020

day

month

year

PLACE AN IMPRINT OF YOUR STAMP BELOW

Tracey Lynn Cecilia Pilon-Abbs, a Commissioner, etc.,
Province of Ontario, for Tracey Pilon-Abbs
Planning Consultant. Expires June 4, 2021

READ & COMPLETE SCHEDULES A & E IN FULL & SIGN

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements

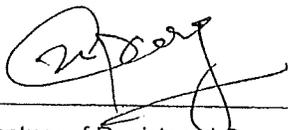
A1. Authorization of Registered Owner for Agent to Make the Application

If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the agent is authorized to make the application must be included with this application form or the authorization below must be completed.

I, 2356976 ONTARIO INC, am the registered owner of the land that is
Name of Registered Owner

subject of this application for an amendment to the City of Windsor Zoning By-law and I authorize

Vijay Vasantgadkan to make this application on my behalf.
Name of Agent



Signature of Registered Owner

January 29, 2020

Date

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, 2356976 Ontario Inc
Name of Registered Owner

hereby authorize the Development and Heritage Standing Committee or their successor, City Council, and staff of The Corporation of the City of Windsor to enter upon the subject lands and premises described in Section 5 of the application form for the purpose of evaluating the merits of this application and subsequently to conduct any inspections on the subject lands that may be required as a condition of approval. This is their authority for doing so.



Signature of Registered Owner

January 29, 2020

Date

If Corporation – I have authority to bind the corporation

SCHEDULE A CONTINUES ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements - *Continued*

A3. Acknowledgements

Receipt, Fees, Additional Information, Termination, and Freedom of Information

I acknowledge that receipt of this application by the City of Windsor does not guarantee it to be a complete application, that further review of the application will occur, and that I may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted.

I further acknowledge that after the application is deemed complete, fees are not refundable, additional information may be requested, and that after 60 days of inactivity the City of Windsor may terminate the application without notice.

I further acknowledge that pursuant to the provisions of the Planning Act and the Municipal Freedom of Information and Protection of Privacy Act, this application and all material and information provided with this application are made available to the public.

Species at Risk

Ontario's *Endangered Species Act* protects endangered and threatened species — animals and plants in decline and at risk of disappearing from the province by restricting activities that may affect these plants, animals or their habitats.

I acknowledge that it is my sole responsibility as the Applicant to comply with the provisions of the *Endangered Species Act, 2007, S. O. c. 6*. This could require me to register an activity, get a permit or other authorization from the Ministry of the Environment, Conservation and Parks (MECP) prior to conducting an activity that could impact an endangered or threatened plant or animal or its habitat. I further acknowledge that any *Planning Act, R.S.O. 1990, c.P. 13* approval given by the City of Windsor does not constitute an approval under the *Endangered Species Act*, nor does it absolve me from seeking the necessary authorization, approvals or permits from the MECP prior to conducting any activity that may affect endangered or threatened plant or animal or its habitat.

Additional information can be found at:

<https://www.ontario.ca/page/development-and-infrastructure-projects-and-endangered-or-threatened-species>
or by contacting MECP at SAROntario@ontario.ca

Acknowledgement

I acknowledge that I have read and understand the above statements:



Signature of Applicant or Agent

1/29/2020

Date

END OF SCHEDULE A -- COMPLETE SCHEDULE E ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE E – Environmental Site Screening Questionnaire

Previous Use of Property

- Residential Industrial Commercial Institutional
 Agricultural Parkland Vacant Other _____

- a) If previous use of the property is Industrial or Commercial, specify use:

- b) Has the grading of the subject land been changed by adding earth or material? Has filling occurred on the subject land?
 Yes No Unknown
- c) Has a gasoline station and/or automobile service station been located on the subject land or adjacent lands at any time?
 Yes No Unknown
- d) Has there been petroleum or other fuel stored on the subject land or adjacent lands?
 Yes No Unknown
- e) Are there or have there ever been underground storage tanks or buried waste on the subject land or adjacent lands?
 Yes No Unknown
- f) Have the lands or adjacent lands ever been used as an agricultural operation where cyanide products may have been applied as pesticides and/or sewage sludge applied to the lands?
 Yes No Unknown
- g) Have the lands or adjacent lands ever been used as a weapons firing range?
 Yes No Unknown
- h) Is the nearest boundary line of the application within 500 metres (1,640 feet) of the boundary line of an operational/non-operational public or private waste disposal site, landfill or dump?
 Yes No Unknown
- i) If there are existing or previously existing buildings on the subject lands, are there any building materials remaining on site which are potentially hazardous to public health (e.g., asbestos, PCB's)?
 Yes No Unknown
- j) Is there reason to believe the subject lands may have been contaminated by existing or former uses on the site or adjacent sites?*
- Yes No Unknown
- * Possible uses that can cause contamination include but are not limited to: operation of electrical transformer stations, disposal of waste minerals, raw material storage, and residues left in containers, maintenance activities and spills. Some commercial properties such as gasoline stations, automotive repair garages, and dry cleaning plants have similar potential. The longer a property is under industrial or similar use, the greater the potential for site contamination. Also, a series of different industrial or similar uses upon a site could potentially increase the number of chemicals that are present.*
- k) If current or previous use of the property is Industrial or Commercial, or if YES to any of a) to j) above, attach a previous use inventory showing all former uses of the subject land, or if applicable, the land(s) adjacent to the subject lands.

SCHEDULE E CONTINUES ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE E - CONTINUED

Acknowledgement Clause

I hereby acknowledge that it is my responsibility to ensure that I am in compliance with all applicable laws, regulations, guidelines and the City's Official Plan policies pertaining to potentially contaminated sites, and to use all reasonable effort to identify the potential for contamination on the subject property.

I acknowledge that as a condition of approval of this application that the City may require me to file a Record of Site Condition signed by a qualified person in the provincial Environmental Site Registry, and provide verification to the City of Windsor of acknowledgement of this Record of Site Condition by the Ministry of Environment.

I acknowledge that the City may require the qualified person signing the Record of Site Condition to submit to the City a Declaration acknowledging that the City of Windsor may rely on the statements in the Record of Site Condition.

I further acknowledge that the City of Windsor is not responsible for the identification and/or remediation of contaminated sites, and I agree, whether in, through, or as a result of any action or proceeding for environmental clean-up of any damage or otherwise, I will not sue or make claim whatsoever against the City of Windsor, its officers, officials, employees or agents for or in respect of any loss, damage, injury or costs.

2356976 Ontario Inc.
c/o Dr. Bhan Garg

Name of Applicant (print)



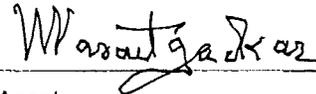
Signature of Applicant

January 29, 2020

Date

Vijay Vasantgadkar

Name of Agent (print)



Signature of Agent

January 29, 2020

Date

END OF SCHEDULE E

ZONING BY-LAW AMENDMENT APPLICATION

DO NOT COMPLETE BELOW – STAFF USE ONLY

Receipt and Assignment of Application	Date Received Stamp
This application has been assigned to:	
<input type="checkbox"/> Adam Szymczak (AS)	<input type="checkbox"/> Jim Abbs (JA)
<input type="checkbox"/> Justina Nwaesei (JN)	<input type="checkbox"/> Sahar Jamshidi (SJ)
<input type="checkbox"/> _____	

Complete Application		
This application is deemed complete on _____ Date		
_____ <i>Signature of Delegated Authority</i>		
<input type="checkbox"/> Neil Robertson, MCIP, RPP Manager of Urban Design	<input type="checkbox"/> Michael Cooke, MCIP, RPP Manager of Planning Policy	<input type="checkbox"/> Thom Hunt, MCIP, RPP City Planner & Executive Director

Internal Information
Fee Paid: \$ _____ Receipt No: _____ Date: _____
Payment Type: <input type="checkbox"/> Cash <input type="checkbox"/> Certified Cheque <input type="checkbox"/> Credit Card <input type="checkbox"/> Personal Cheque
NEW Zoning File No. ZNG/ _____ Z- _____
Previous Zoning File No. ZNG/ _____ Z- _____
Related OPA File No. OPA _____
Other File Numbers: _____
Notes: _____ _____ _____

THIS IS THE LAST PAGE OF THE APPLICATION FORM

ZC2020

COMMITTEE OF ADJUSTMENT/CONSENT AUTHORITY AGENDA RECORD

DUE TO THE COVID-19 PANDEMIC, PLEASE BE ADVISED THIS MEETING WILL BE CONDUCTED ELECTRONICALLY.

The following applications are scheduled to be heard by the Committee of Adjustment/Consent Authority on the afternoon of Thursday, July 09, 2020 and in the order stated below. Persons wishing to provide comments to the Committee of Adjustment on the item contained herein are strongly encouraged to submit their comments in writing, by email to Jessica Watson, Secretary-Treasurer at jwatson@citywindsor.ca
This Meeting will be held through Electronic Participation in accordance with Bill 187, the Municipal Emergency Act, and an Order in Council of March 28, 2020, which amended the Emergency Management and Civil Protection Act and prohibits organized public events of more than five people.*

ITEM	TIME	FILE #	ROLL NUMBER	APPLICANT	LOCATION	REQUEST	RESULT
1	3:30 PM	A-016/20	3739020240046000000	JOSEPH PASSA	VACANT NEXT NORTH OF 1722 DURHAM PLACE (0 DURHAM PLACE)	RELIEF: Construct two semi-detached dwelling units with additional unit dwellings exceeding the maximum front yard paving.	
2	3:30 PM	B-023/20	3739070890024000000	ELIAS BERBARI & SABAH ABOU CHAHINE	2998 ROBINET	CONSENT: Create a new lot.	
3	3:30 PM	B-024/20	3739070890028000000	ADRIANA CORNEA	3030 ROBINET	CONSENT: Create a new lot.	
4	3:30 PM	A-017/20	3739070330090000000	CAPITAL REALITY ADVISORS	3080 GRAND MARAIS RD & 2737 AND 2739 CHANDLER RD	RELIEF: Retain the existing business office requesting relief for front yard depth, side yard depth and corner lot setback of zero metres for the retained lot.	
5	3:30 PM	B-022/20	3739070330090000000	CAPITAL REALITY ADVISORS	3080 GRAND MARAIS RD & 2737 AND 2739 CHANDLER RD	CONSENT: Create a new lot.	
6	3:30 PM	A-018/20	3739040280032000000	MANOMA INC.	371-397 WYANDOTTE ST. W	RELIEF: The proposed alteration of an existing commercial plaza into a combined use building with reduced minimum required parking, minimum number of visitor spaces, minimum parking separations from a street, an interior lot line/alley, and a pedestrian entrance.	

CITY OF WINDSOR
COUNCIL SERVICES

JUN 26 2020

RECEIVED

7	3:30 PM	B-025/20	3739080850012200000	2722752 ONTARIO INC	5550 OJIBWAY PKY	CONSENT: Create a new lot.	
8	3:30 PM	B-026/20	3739080850012200000	2722752 ONTARIO INC	5550 OJIBWAY PKY	CONSENT: Create a new lot.	
9	3:30 PM	A-019/20	3739080590136500000	AVANI HOMES INC.	1919 & 1921 DOMINION BLVD	RELIEF: Construct a single unit dwelling with minimum frontage width for Lot A and Lot B.	
10	3:30 PM	B-027/20	3739080590136500000	AVANI HOMES INC.	1919 & 1921 DOMINION BLVD	CONSENT: Create a new lot.	
11	3:30 PM	B-028/20	3739080590136500000	AVANI HOMES INC.	1919 & 1921 DOMINION BLVD	CONSENT: Create a new lot.	

If a person or public body that files an appeal of a decision of the Committee of Adjustment in respect of the proposed consent does not make written submissions to the Committee of Adjustment before it gives or refuses to give a provisional consent, the Local Planning Appeal Tribunal may dismiss the appeal. In addition, if you wish to be notified of the decision of the Committee of Adjustment in respect of the proposed applications, you must make a written request to the Committee of Adjustment at the address shown below.

Note: The above applications and key maps will be available to the public for inspection between the hours of 8:30 a.m. and 4:30 p.m. Monday to Friday (*except holidays or approved days of closure*). To access the **Agenda Record and Comments for the upcoming meeting**, as well as the **Minutes from the previous meeting**, please visit our website at: www.citywindsor.ca. Choose the **Residents** tab, then select **Planning** and click on **Committee of Adjustment**.



Council Report: C 142/2020

Subject: Confirm and Ratify - Application for a Cannabis Retail Store Authorization at 7405 Tecumseh Road East, Unit 200 - Ward 8

Reference:

Date to Council: July 13, 2020
Author: Steve Vlachodimos
Deputy City Clerk/Senior Manager of Council Services
(519) 255-6100 ext 6488
svlachodimos@citywindsor.ca

Council Services
Report Date: 7/9/2020
Clerk's File #: GP/13047

To: Mayor and Members of City Council

Recommendation:

That the results of the email poll conducted by the Deputy City Clerk on July 6, 2020 noting the following motion as being **put** and **lost** due to an equality of votes, **BE CONFIRMED AND RATIFIED:**

THAT City Council RECEIVE the collected comments as requested through CR534/2019 for information; and,

THAT City Council OPPOSE the Retail Cannabis Application requested by 'Urbnbud' regarding the site located at 7405 Tecumseh Road East, Unit 200; and,

THAT City Council DIRECT the Chief Administrative Officer to RETURN their decision along with this report and Appendices A and B to the Alcohol and Gaming Commission of Ontario for consideration regarding the Retail Cannabis Application and for delivery to the Applicant, 'Urbnbud', located at 7405 Tecumseh Road East, Unit 200 no later than July 9, 2020.

Executive Summary:

N/A.

Background:

Section 3.7 of Procedure By-law 98-2011 provides the following:

“Telephone and/or email polls of Members of Council shall be permitted only upon authorization by the Mayor or CAO, in emergency situations requiring Council direction where time does not permit holding a special meeting of Council and/or quorum of Council cannot physically convene to consider a matter. The results of a poll must be confirmed and ratified at the next public meeting of Council”.

Discussion:

The City of Windsor received a request for written submissions regarding an application for a Cannabis Retail Store Authorization at 7405 Tecumseh Road East, Unit 200 from the Alcohol and Gaming Commission of Ontario (AGCO). Submissions are provided to the Applicant for response and considered by the Registrar in the authorization decision.

Under the provisions of the *Cannabis License Act, 2018*, municipalities have 15 days to deliver written submissions. Administration gathered comments and compiled them in the attached administrative report dated July 3, 2020 with comments due to the AGCO by July 9, 2020.

Given the tight timelines, Mayor Dilkens authorized the Deputy City Clerk to conduct an email poll pursuant to Section 3.7 of the Procedure By-law 98-2011.

As a result of the poll, the recommended resolution was **put** and **lost** due to an equality of votes as follows:

In support of the administrative recommendation: Councillors Francis, Sleiman, Gignac, Kaschak and Mayor Dilkens.

In opposition of the administrative recommendation: Councillors Costante, Bortolin, Holt, McKenzie and Morrison.

As this motion was **put** and **lost** due to an equality of votes, no further motions were put forward for consideration.

Risk Analysis:

In light of the ongoing COVID-19 pandemic, and the rapid rate at which the situation is changing, the attached administrative report was put forward for Council’s consideration via email poll as it was an emergency situation requiring Council direction given that time did not permit holding a special meeting of Council given the AGCO’s requirement for a response within 15 days.

Financial Matters:

N/A.

Consultations:

See attached administrative report.

Conclusion:

It is recommended that the results of the email poll conducted on July 6, 2020, be confirmed and ratified.

Planning Act Matters:

N/A.

Approvals:

Name	Title
Steve Vlachodimos	Deputy City Clerk, Senior Manager of Council Services
Valerie Critchley	City Clerk
Onorio Colucci	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

- 1 Report of the CAO dated July 3, 2020 entitled "Application for a Cannabis Retail Store Authorization at 7405 Tecumseh Road East, Unit 200"

Subject: Application for a Cannabis Retail Store Authorization at 7405 Tecumseh Road East, Unit 200 - Ward 8

Reference:

Date to Council: July 6, 2020
Author: Onorio Colucci
Chief Administrative Officer
519-255-6439
ocolucci@citywindsor.ca
CAO Office
Report Date: 7/3/2020
Clerk's File #: GP/13047

To: Mayor and Members of City Council

Recommendation:

THAT City Council **RECEIVE** the collected comments as requested through CR534/2019 for information; and

THAT City Council **OPPOSE** the Retail Cannabis Application requested by 'Urbnbud' regarding the site located at 7405 Tecumseh Road East, Unit 200; and

THAT City Council **DIRECT** the Chief Administrative Officer to **RETURN** their decision along with this report and Appendices A and B to the Alcohol and Gaming Commission of Ontario for consideration regarding the Retail Cannabis Application and for delivery to the Applicant, 'Urbnbud', located at 7405 Tecumseh Road East, Unit 200 no later than July 9, 2020.

Executive Summary:

N/A

Background:

On November 18, 2019, Council adopted CR534/2019, which directed Administration to canvas information from all necessary resources and bring it forward to Council in response to cannabis store applications within the City of Windsor. CR534/2019 also approved the Draft Municipal Cannabis Policy Statement Regarding the Location of Proposed Stores for the Corporation of the City of Windsor. The resolutions and policy statement are included in Appendix C.

On July 2, 2020, the City of Windsor received a request for written submissions regarding an Application for a Cannabis Retail Store Authorization at 7405 Tecumseh

Road East, Unit 200 from the Alcohol and Gaming Commission of Ontario (AGCO). Submissions are provided to the Applicant for response and considered by the Registrar in the authorization decision.

Under the provisions of the *Cannabis License Act, 2018*, municipalities have 15 days to deliver written submissions. Administration has gathered comments seeks direction from Council regarding this submission.

Discussion:

The Municipal Cannabis Policy Statement provides guidelines to staff when commenting on requests for written submissions from the AGCO on specific cannabis retail sites. Sites should be opposed where a site is within:

- 150m of another cannabis retail store;
- a publicly owned and or operated community facility (schools, recreation facilities, community centres, libraries, play grounds, parks);
- 150m of an addiction treatment centre; and
- an area where retail operations are not listed as a permitted use under the City's Zoning By-laws.

The policy also calls for consideration of other applicable laws, including the *Planning Act, 1998* and *Building Code Act, 1992*.

To deliver comments, the following municipal departments and local government agencies were consulted:

Windsor Police Service

Comments from the Windsor Police Service are included in Appendix A, Public Safety Impact Assessment, 7405 Tecumseh Road East, Unit 200, Windsor Police Service.

Windsor-Essex County Health Unit

Comments from the Windsor-Essex County Health Unit are included in Appendix B, Public Health Assessment, 7405 Tecumseh Road East, Unit 200, Windsor Essex County Health Unit.

City of Windsor

Department of Community Development and Health Services

Community Development & Health Services (CDHS) is committed to enhancing the quality of life of individuals and families in Windsor and Essex County. As outlined in the City of Windsor's Draft Municipal Cannabis Policy Statement, proposed locations should consider the protection of youth and other vulnerable individuals. CDHS has reviewed the proposed AGCO Cannabis Store application located at 7405 Tecumseh Road East,

Unit 200, and there is no known land use associated with youth or vulnerable individuals within 150m of the proposed site.

On a related note, the proposed location is within 150m of a previous application at 7201 Tecumseh Road East which is across Lauzon Parkway in the plaza with Zehrs.

Legal Department

There are no legal issues related to this application at this time.

Department of Parks, Recreation & Culture and Facilities

The proposed AGCO Cannabis Store application located at 7405 Tecumseh Road East, Unit 200 is not located within 150 metres or 500 metres of any parks and/or recreation facilities.

Windsor Fire and Rescue Services

WFRS does not have any concerns with the location of this application.

An inspection prior to opening is required to identify the location and quantity of the product and any special hazards.

Planning & Building Department

The parcel located at 7405 Tecumseh Road East, Unit 200 is zoned Commercial CD3.3 which permits the proposed retail store.

Any renovations undertaken must comply with all applicable law, including *Cannabis License Act, 2018* regulations, as well as the *Building Code Act, 1992* and the Ontario Building Code. Applicants should consult with Development Services staff regarding necessary approvals, permits and inspections.

Risk Analysis:

Comments to the AGCO must be submitted by the municipality within 15 days. If submissions are not received within this period, they will not be considered. However, the AGCO is the provincial authority in cannabis retail licenses and the City has no recourse if the AGCO issues a license despite any objections made.

Financial Matters:

N/A

Consultations:

Barry Horrobin, Director of Planning & Physical Resources, Windsor Police Service

Theresa Marentette, Chief Executive Officer, Windsor Essex County Health Unit

Jelena Payne, Commissioner Community Development & Health, Corporate Leader – Social Development and Health

Stephen Lynn, Manager of Social Policy & Planning

Susan Hirota, Senior Legal Counsel

Heidi Baillargeon, Manager of Parks Development

John Lee, Chief Fire Prevention Officer

George Robinson, Planner II – Revitalization and Policy Initiatives

Joe Baker, Manager of Permit Services / Deputy Chief Building Official

Jude Malott, Executive Initiatives Coordinator, Office of the City Solicitor

Conclusion:

There is a conflict between the Municipal Cannabis Policy Statement Regarding the Location of Proposed Stores for The Corporation of the City of Windsor and the Application for a Cannabis Retail Store Authorization by ‘Urbnbud’ for the site located at 7405 Tecumseh Road East, Unit 200.

As per the Municipal Cannabis Policy Statement Regarding the Location of Proposed Stores for The Corporation of the City of Windsor (Appendix C), the City of Windsor opposes proposed cannabis retail store locations where a site is within 150m of another cannabis retail store, so as to prevent undue clustering and concentration of such stores in one area. The proposed cannabis retail store located at 7405 Tecumseh Road East, Unit 200 is within 150m of another cannabis retail store located at 7201 Tecumseh Road East, Unit 104 that was recently supported by City Council via e-mail poll on June 19, 2020 (Council’s Decision Letter is attached to this report as Appendix D). The store ‘Friendly Stranger East Windsor’, located at 7201 Tecumseh Road East, Unit 102, completed its notification process on June 24, 2020 however, authorization to open by the Province is pending.

Other potential impacts have been noted by some departments. Consideration may also be given by Council to concerns raised by the Windsor Police Service (Appendix A) and the Windsor-Essex County Health Unit (Appendix B).

Planning Act Matters:

N/A

Approvals:

Name	Title
------	-------

Name	Title
Onorio Colucci	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

- 1 Appendix A - Public Safety Impact Assessment, 7405 Tecumseh Road East, Unit 200, Windsor Police Service
- 2 Appendix B - Public Health Assessment, 7405 Tecumseh Road East, Unit 200, Windsor Essex County Health Unit
- 3 Appendix C - CR534_2019 and Cannabis Policy Statement
- 4 Appendix D - City Council Decision Letter re C 120_2020 supported via E-mail Poll June 19, 2020



PUBLIC SAFETY IMPACT ASSESSMENT

Proposed New Cannabis Retail Store 7405 Tecumseh Road East – Windsor, Ontario

Prepared by: **Barry Horrobin, B.A., M.A., CLEP, CMM-III**
Director of Planning & Physical Resources – WINDSOR POLICE SERVICE

The following is a summary of observations, public safety issues that should be addressed, and recommended actions to be taken regarding the physical safety and security conditions associated with the proposed new Cannabis retail store to be located in east Windsor. Information provided here is based on the universally known principles of crime prevention through environmental design (CPTED) and both vehicular and pedestrian traffic impact, according to prevailing data and known experience in forecasting public safety impacts.

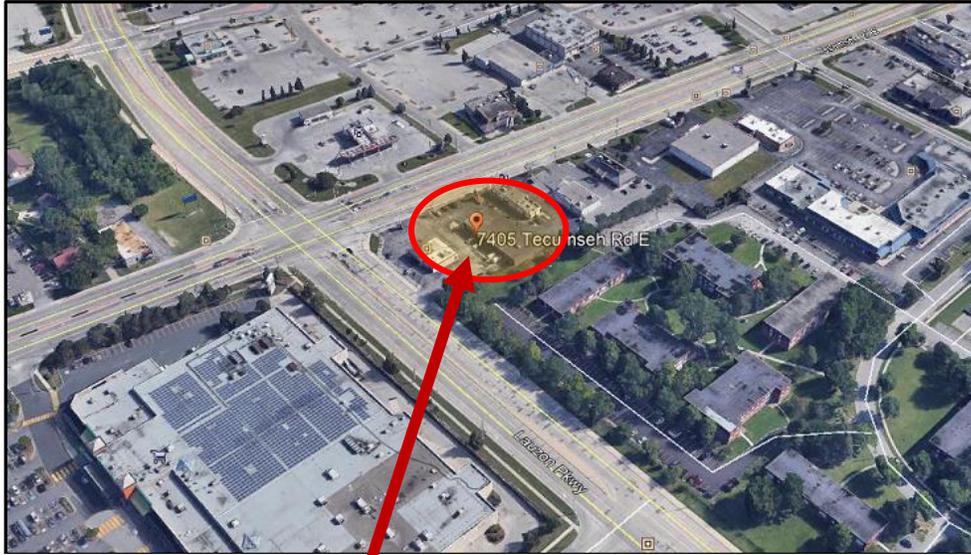
KEY UNDERLYING CONDITIONS & IMPORTANT SAFETY DRIVERS

Situational Safety & Criminogenic Conditions

The property is situated in the city's east end, within an area having generally high amounts of vehicular traffic. Specifically, its physical placement and orientation in relation to surrounding land uses, amid these high traffic loads, does present some potential public safety challenges that may need to be addressed, namely:

- The physical placement of the store property fronts busy Tecumseh Road and is immediately adjacent to other commercial land uses. Visibility from Tecumseh Road is generally good but could be marginalized by a full front parking lot and numerous patrons coming and going. The result, if this were to occur, would be increased congestion that will need to be managed to ensure safety.
- The proposed site is directly accessible from both Tecumseh Road East and Lauzon Parkway. This helps to manage traffic on and off the site in a safe manner.

- From Google Maps, the rear of the store appears to back directly onto a residential property that is openly accessible by pedestrians. This could facilitate trespassing and loitering if not managed.



Property is situated in a relatively busy commercial section fronting busy Tecumseh Road East and backs onto a discreet space with limited observation capability and nearby residences

- The very nature of the business (sales of Cannabis products) warrants a high degree of target hardening security features, above what a more conventional retail business may require, in order to prevent criminal activity from germinating. This should come in the form of higher security locking hardware, high resolution CCTV recording capability, a security alarm system, robust illumination levels and clear instructional signage.



Proposed new retail store has good visibility from both Tecumseh Road East and Lauzon Parkway but there is a discreet pedestrian access to the abutting residential property

Most Anticipated Public Safety Challenges

This assessment has identified the most likely public safety issues/challenges that are anticipated, requiring the attention of the Windsor Police Service. These need to be recognized and acknowledged if any corresponding course of action is to be successful at establishing and maintaining safety, security, and general public order. In no particular order these are:

LOITERING

Loitering in general represents a fundamental root cause for elevated safety concerns and reduced perceptions of safety and comfort by all stakeholders – if permitted to occur. It therefore needs to be addressed properly as the site is redeveloped. The most likely risk for loitering to develop is if individuals are permitted to wander in behind to the back of the building, and possibly onto the adjacent residential property. Sustained loitering acts as a conduit to potentially more dangerous offenses and situations that impair safety and therefore needs to be prevented as much as possible.

TRAFFIC CONGESTION & RELATED ROADWAY SAFETY

With two vehicular access points available for the site, traffic safety issues are not anticipated to be problematic. However the popularity of the store could still impact things to some degree, requiring some enforcement activities from time to time, as necessary. Traffic safety is critical to maintain the functional operation of this busy stretch of Tecumseh Road East.

Summary of Police Incident Data at Sites Within the Immediate Area

An examination of police incident response data for the subject property where the store is to be located (7405 Tecumseh Road East) was examined. The data revealed the following:

YEAR	NUMBER OF POLICE CALLS @ 7405 Tecumseh Road East
2017	4
2018	3
2019	8
2020	1 (as of June 25 th) – COVID Impacted
Yearly Average	5 police calls

Incident volumes have been very modest, with the nature of these incidents mostly involving commercial security alarm activations.

In recognition of this existing criminogenic profile, it will be important to ensure any police-generated activity arising out of the operation of the new Cannabis retail store can be properly managed to maintain public safety for the area.

Primary Drivers of Safety

Establishing and maintaining a suitably high level of public safety and security for a high profile commercial business such as this, *inclusive of all its users*, should form the basis for any decisions made hereafter that impact such. To optimize user comfort and enjoyment, and to optimize the facility's social and economic value to the community, this must be the goal. In this regard, the following drivers of safety should guide decisions that need to be considered:

- All employees feel safe to do their jobs and serve customers of the facility
- Customers, who represent a critical success component in this facility's ongoing operations, must also feel safe while attending the business and traveling to and from it
- The community's perception of this important economic asset relies heavily on its sustained reputation as a place that is comfortable, enjoyable, and SAFE

SUGGESTIONS TO ADDRESS SAFETY & SECURITY

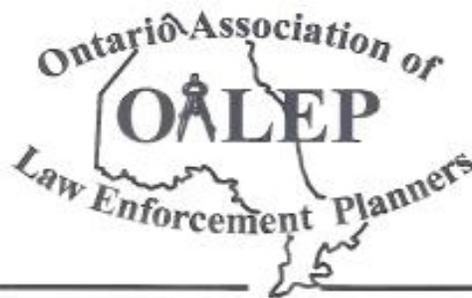
The following suggestions, in no particular order, are offered for consideration from a public safety optimization, threat and risk mitigation, and general safety and security perspective. These ideas are intended to specifically address the three (3) key areas outlined by the AGCO to be considered according to the *Cannabis Licence Act 2018*; namely:

1. Protecting public health and safety
 2. Protecting youth and restricting their access to cannabis
 3. Preventing illicit activities in relation to cannabis
1. The property, presumably, will be subject to a comprehensive site plan review and approval process. This is critically important to permit the Police to thoroughly review all the many physical site features for the store and its surrounding lands. In addition to the site plan, the Windsor Police Service will need to review the following:
 - Detailed photometric plan depicting all illumination levels for the property
 - Architectural elevation drawings of all sides of the building
 - Detailed landscape design plan, inclusive of proposed signage to be used

-
2. A comprehensive set of building floor plans to enable the Windsor Police Service to prepare operational incident response plans for situations where an elevated police emergency response is required.
 3. Copies of any company working procedures for managing crowds, dealing with unruly behaviour, managing activity in their parking lot, etc.

SUMMARY

The results of the public safety impact assessment point to situational realities that affect safety and security in and around the site of the proposed new cannabis retail store. If proper diligence is followed, any potential negative consequences of the store's operation will be minimized, helping to safeguard the business and the community at large against problematic activity that could diminish the social and economic value of this new business.



02 July 2019

**CERTIFIED
LAW ENFORCEMENT PLANNER**

Barry A. Horrobin
BARRY A. HORROBIN

June 30, 2020

Mr. Onorio Colucci
Chief Administrative Officer
The Corporation of the City of Windsor
350 City Hall Square West, 5th Floor
P.O. Box 1607
Windsor, ON N9A 6S1

Dear Mr. Colucci:

RE: Proposed cannabis retailer in the City of Windsor, located at 7405 Tecumseh Road East, Unit 200, Windsor

The Windsor-Essex County Health Unit (WECHU) is writing in response to the recent pending approval of the Cannabis Retail Store Authorization application located at **7405 Tecumseh Road East, Unit 200, Windsor**. Should you wish to review this location and provide feedback to the Alcohol and Gaming Commission of Ontario during the public consultation period, the following considerations may assist in determining whether it poses a risk to public health and safety, and exposure/access to youth and other vulnerable populations in the City of Windsor.

At this time, the *Ontario Regulation (O. Reg) 468/18* under the *Cannabis Licence Act* does not allow for a cannabis retail store to be located within 150 metres from a school or private school as defined in the *Education Act*; however, there are no other restrictions imposed from other sensitive use lands (e.g. daycares, playgrounds, mental health and addictions facilities). Additionally, municipalities are currently prohibited from using licensing or land-use by-laws to control the placement or number of cannabis retail outlets. Having a strong Policy Statement and providing feedback to the Alcohol Gaming Commission of Ontario is one way that the City of Windsor could reduce any risk to public health and safety.

Public Health Considerations and WECHU Recommendations for Cannabis Retail

When considering a location for a cannabis retailer, special consideration needs to be given to vulnerable populations (e.g., children and youth, those already struggling with substance addictions, etc.) and the inequitable impact that a chosen site location may have on particular populations within your community. It has been well established that closer retail outlet proximity to sensitive use spaces increases normalization among vulnerable populations.^{1,2} In addition, retail outlet proximity to youth-serving facilities normalizes and increases substance use.^{3,4} By supporting a more effective minimum distance requirement from youth-serving facilities such as schools, child care centres, libraries, and community centres, municipalities can prevent the role-modeling of cannabis use and reduce youth access.^{5,6,7}

In order to minimize the potential for vulnerable populations to access cannabis and reduce public exposure to environmental cannabis smoke, the WECHU recommends the following:

- That cannabis-related businesses **be no less than 500 metres** from any school, library, park, recreational centre and any other youth-serving facility.
- That cannabis-related businesses **be no less than 500 metres** from addiction and mental health facilities, hospitals and places of worship.

- That cannabis-related businesses **be no less than 500 metres** from any alcohol, tobacco, or other cannabis-related business.

The following is a summary of the sensitive land use or areas of concern, located within 150 metres, 250 metres, or 500 metres of the proposed store at **7405 Tecumseh Road East, Unit 200, Windsor**. A visual map is also attached.

Sensitive Land Use or Area of Concern	Name	Address	Distance from Retailer (metres)
Alcohol/Tobacco & E-cigarettes	ZEHRS	7201 Tecumseh Rd E, Windsor, N8T 3K4	150
Cannabis	FRIENDLY STRANGER (EAST WINDSOR)	7201 Tecumseh Rd E, Windsor, N8T 3K4	150
Tobacco & E-cigarettes	PETRO CANADA	7400 Tecumseh Rd E, Windsor, N8T 1E9	150
Youth-serving facility	KUMON MATH & READING CENTRE	7610 Tecumseh Rd E, Windsor, N8T 1E9	150
Tobacco & E-cigarettes	CANDIES CONVENIENCE & CARDS	7641 Tecumseh Rd E, Windsor, N8T 3M1	250
Tobacco & E-cigarettes	GIANT TIGER	7654 Tecumseh Rd E, Windsor, N8T 1E9	250
Alcohol	LCBO	7640 Tecumseh Rd E, Windsor, N8T 1E9	500
Alcohol	WALMART	7100 Tecumseh Rd E, Windsor, N8T 1E6	500
Cannabis	SHINYBUD CANNABIS CO	7833 Tecumseh Rd E, Windsor, N8T 1G3	500
Tobacco & E-cigarettes	MAC'S	7887 Tecumseh Rd E, Windsor, N8T 1G3	500
Tobacco & E-cigarettes	MOBIL GAS	7201 Tecumseh Rd E, Windsor, N8T 3K4	500
Youth-serving facility	THE MULTICULTURAL COUNCIL OF WINDSOR AND ESSEX COUNTY	7651 Tecumseh Rd E, Windsor, N8T 3H1	500

In addition to the abovementioned areas of concern, the proposed cannabis retailer is also located within a residential area experiencing moderate to high levels of social inequity using a validated measure of inequity.

Gaming Commission, the WECHU is able to provide additional consultation and support. If you have any questions, would like to discuss these recommendations, or if you are interested in enhancing your current policy statement, I would be happy to arrange a meeting by phone or in person at your earliest convenience.

Thank you,



Theresa Marentette, RN, MSc, Chief Executive Officer, Chief Nursing Officer

Windsor Essex County Health Unit
1005 Ouellette Avenue, Windsor, N9A 4J8
Ph. 519-258-2146 ext. 1475

Fx. 519-258-6003

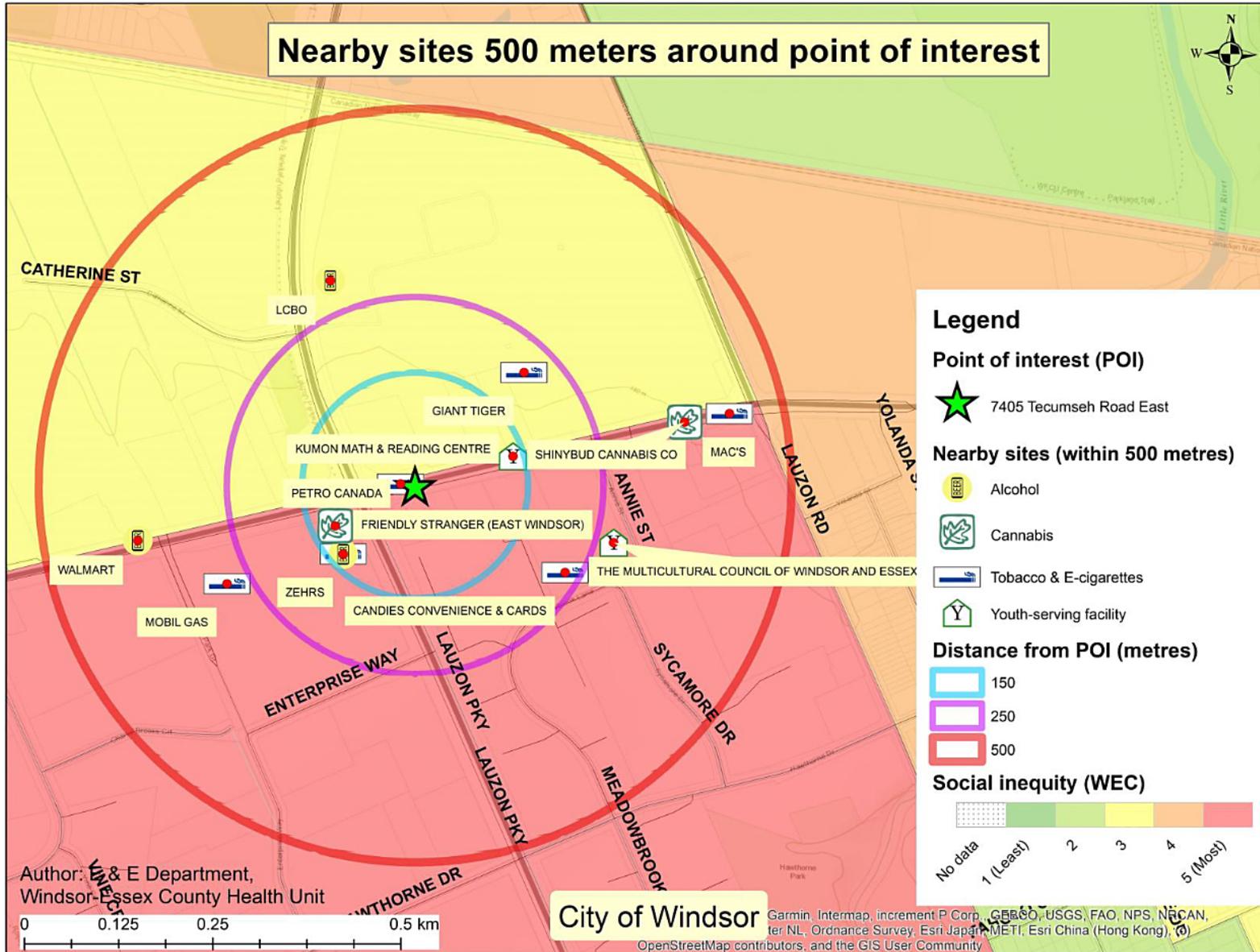
tmarentette@wechu.org

Encl.

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3. U.S. Department of Health and Human Services. (2016). Facing Addiction in America: The Surgeon General's Report on Alcohol, Drugs, and Health. Retrieved from <https://addiction.surgeongeneral.gov/surgeon-generals-report.pdf>
4. Canadian Paediatric Society (2016). Cannabis and Canada's children and youth. Retrieved from <https://www.cps.ca/en/documents/position/cannabis-children-and-youth>
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6. Government of Canada. (2016). A framework for the legalization and regulation of cannabis in Canada: The final report of the task force on cannabis legalization and regulation. Retrieved from <http://www.healthycanadians.gc.ca/task-force-marijuana-groupe-etude/framework-cadre/alt/framework-cadre-eng.pdf>
7. Association of Municipalities of Ontario (2018). Municipal Cannabis Updater – Information to Help Municipal Staff Prepare Reports for Councils. Retrieved From <https://www.amo.on.ca/AMO-PDFs/Cannabis/Draft-Template-Municipal-Cannabis-Policy-Statement.aspx>

Map of Sensitive Land Use Areas within 500m of Proposed Cannabis Retailer at 7405 Tecumseh Road East, Unit 200, Windsor



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**City Council
Decision
Monday, November 18, 2019**

Moved by: Councillor Gignac
Seconded by: Councillor Holt

Decision Number: CR531/2019

That the following Communication Items 7.1.1 through 7.1.8, 7.1.10, 7.1.11, 7.1.13, and 7.1.15 through 7.1.25 inclusive as set forth in the Council Agenda **BE REFERRED** as noted, and that Item 7.1.14, 7.1.9, and 7.1.12 be dealt with as follows:

7.1.14 Application for Cannabis Retail Store Authorization for Rose City Cannabis provided to Alcohol and Gaming Commission of Ontario, 545 Ouellette Avenue, File Number 723929

Moved by: Councillor Gignac
Seconded by: Councillor Bortolin

Decision Number: CR532/2019

That Rule 13.9 of the Procedure By-law **BE WAIVED** to introduce a motion for reconsideration of CR9/2019, which pertains to the delegation to administration of providing comments to the AGCO in respect to any applications for a retail cannabis license.

Carried.

Moved by: Councillor Bortolin
Seconded by: Councillor Mckenzie

Decision Number: CR533/2019

That CR9/2019 as follows, which was adopted on January 21, 2019 **BE RECONSIDERED**:

I That Council resolves that The Corporation of the City of Windsor **SHALL ALLOW** cannabis retail stores to be located in the municipality; and,

II. That Council **ADOPTS** the Policy Statement contained at Appendix "F" as a statement of the City's guiding principles with respect to the

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location of any cannabis store in the municipality, for the purposes of provision of comment to AGCO in respect of any proposed location; and,

III. That Authority **BE DELEGATED** to the City Planner and Executive Director of Development Services to provide comments to the AGCO in respect of any application for a retail cannabis licence after engaging all necessary technical resources to review the application, and in accordance with the Policy Statement; and,

IV. That any responses provided to **AGCO** in respect of any application for a retail cannabis license **BE POSTED** to the City's website in the interests of openness and transparency; and,

V. That Administration **BE DIRECTED** to report on the financial impacts of cannabis retail in the 2020 budget process; and further,

VI. That the City of Windsor **OPPOSE** the establishment of cannabis retail stores within 150 metres of an addiction treatment centre (amending bullet point 1.iii in the Draft Municipal Policy Statement).

Carried.

Clerk's File: GP/13047

Moved by: Councillor Bortolin

Seconded by: Councillor Francis

Decision Number: CR534/2019

I That Council resolves that The Corporation of the City of Windsor **SHALL ALLOW** cannabis retail stores to be located in the municipality; and,

II. That Council **ADOPTS** the Policy Statement contained at Appendix "F" as a statement of the City's guiding principles with respect to the location of any cannabis store in the municipality, for the purposes of provision of comment to AGCO in respect of any proposed location; and,

III. That in response to any future applications for a retail cannabis store licence for this term of Council, after engaging to review the application, that Administration **BE REQUESTED** to canvas information from all necessary technical resources, the surrounding Business Improvement Areas (BIA's) and surrounding property owners and that the information **BE BROUGHT FORWARD** to City Council, at a special meeting if

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necessary, to provide comments to the AGCO in accordance with the Policy Statement; and,

IV. That any responses provided to AGCO in respect of any application for a retail cannabis license **BE POSTED** to the City's website in the interests of openness and transparency; and,

V. That Administration **BE DIRECTED** to report on the financial impacts of cannabis retail in the 2020 budget process; and further,

VI. That the City of Windsor **OPPOSE** the establishment of cannabis retail stores within 150 metres of an addiction treatment centre (amending bullet point 1.iii in the Draft Municipal Policy Statement).

Carried.

Clerk's File: GP/13047

DRAFT FOR DISCUSSION

Municipal Cannabis Policy Statement Regarding the Location of Proposed Retail Stores for the Corporation of The City of Windsor

Purpose:

The purpose of this policy statement is to act as a tool to assist the Municipality when evaluating the location of any recreational cannabis retailer store proposed within the City of Windsor. This policy statement is being adopted by City Council in support of their decision to opt in to the selling of recreational cannabis as per Ontario Regulation 468/18.

Applications for a license to operate a recreational cannabis retail store must be approved by the Alcohol and Gaming Commission of Ontario (AGCO). The AGCO has expressed that they will provide a 15-day window for the municipality to issue any comments with respect to any proposed retail store.

It is important to note that this policy statement has no legal basis. The AGCO is the provincial authority that licenses cannabis retail operators, authorizes cannabis retail locations and licenses senior store staff. The City of Windsor will have no licensing authority and will have no recourse if the AGCO issues a license despite any objections by the municipality.

The Municipality of Windsor has chosen to allow retail sales of recreational cannabis. The following provides municipal staff with guidance on commenting to AGCO when a notice on a specific proposed cannabis retail site is provided on the site location.

Principles for Cannabis Retail Store Locations:

For the purposes of this policy statement, a cannabis retail store shall mean a store licensed by the AGCO.

1. Cannabis Retail Stores and Sensitive Land Uses and Activities:

In order to help ensure public health and safety, protecting youth and reducing illegal sales, retail cannabis stores are discouraged where nearby properties are servicing youth and vulnerable individuals. The City of Windsor has adopted the following guidelines:

- i. the City's opposition for those proposed cannabis retail sites where a site is:

1. Within 150 m of another cannabis retail store, so as to prevent undue clustering and concentration of such stores in one area;
 2. Within any identified publicly owned and or operated community facility performing a public assembly function analogous to a school, such as recreational facilities, community centres, libraries, play grounds and public parks;
- ii. the City’s opposition where the site is in an area where a “Retail Use” is not listed as a permitted use in the City’s Zoning By-laws,
- iii. that the Province have regard for concerns expressed by health and/or treatment service providers to the AGCO (including operators of shelters, group homes, addiction counselling or other independently managed health service) where the location of a cannabis retail store is within 150m of their establishment,
- iv. comments on any other relevant factors of local importance, and
- v. that the City’s responses to the AGCO be posted to the City’s website for accountability and transparency.

2. Relationship to Other Applicable Law:

Land Use Planning - The provincial licensing process does not remove the requirements to comply with the City of Windsor’s Zoning By-laws and other municipal planning documents. The definitions within the City of Windsor Official Plan and Zoning By-law are applicable to all retail, including cannabis retail stores. Retail sale of cannabis from a provincially licensed store will be legal provided that the existing zoning category on the parcel specifies that a “retail store” is a permitted use.

Municipal Building Inspections – While the licensing of the store operation is the responsibility of the AGCO, the Building Code applies to cannabis retail store locations. Therefore, where a building permit is required, the building inspector will undertake responsibilities as required. Fire Code compliance is also mandatory.

3. Consultation and Implementation:

It is recommended that the City Planner be delegated the authority to develop a process and identify the staff and technical resources that may be consulted during the 15 day window for municipal comment. Comments may only be submitted to the AGCO during the 15 day consultation period.

The technical resources referenced above will include a map that identifies all parcels zoned to permit a “Retail Store”. In addition, the map will identify the location of all: public and private schools; addiction treatment, harm reduction facilities and emergency shelters; municipal parks, and any other sensitive land uses where a separation from a proposed recreational cannabis retail store ought to be identified.

Municipal departments and external agencies that may be consulted during the 15 day window include but are not limited to:

- Windsor Police Service
- Windsor-Essex County Health Unit
- City of Windsor Department of Community Development and Health
- City of Windsor Legal Department
- City of Windsor Department of Parks, Recreation and Culture
- Windsor Fire and Rescue Services
- City of Windsor Building Department

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**City Council
Decision
Friday, June 19, 2020**

The following recommendation was approved by City Council on June 19, 2020 via an e-mail poll conducted by the Deputy City Clerk:

That City Council **RECEIVE** the collected comments as requested through CR534/2019 for information; and,

That City Council **SUPPORT** the Retail Cannabis Application requested by 'Friendly Stranger East Windsor' regarding the site located at 7201 Tecumseh Road East, Unit 104; and,

That City Council **DIRECT** the Chief Administrative Officer to **RETURN** their decision along with this report and Appendices A and B to the Alcohol and Gaming Commission of Ontario for consideration regarding the Retail Cannabis Application and for delivery to the Applicant, 'Friendly Stranger East Windsor' located at 7201 Tecumseh Road East, Unit 104, no later than June 24, 2020.

Carried.

Report Number: C 120/2020
Clerk's File: GP/13047

Steve Vlachodimos

Deputy City Clerk/Senior Manager of Council Services
June 22, 2020

Department Distribution

Jude Malott	Executive Initiatives Coordinator
George Robinson	Planner II Revitalization & Policy Initiatives
John Revell	Chief Building Official
Thom Hunt	City Planner
Shelby Askin Hager	City Solicitor
Larissa McCorkell	Acting Senior Manager of Administration / Executive Assistant to the CAO
Onorio Colucci	Chief Administrative Officer

External Distribution



Council Report: C 143/2020

Subject: Confirm And Ratify Report – Outdoor Screen For Use At Various Outdoor Functions - City Wide

Reference:

Date to Council: July 13, 2020
Author: Steve Vlachodimos
Deputy City Clerk/Senior Manager of Council Services
(519) 255-6100 ext 6488
svlachodimos@citywindsor.ca

Council Services
Report Date: 7/9/2020
Clerk's File #: MH/13786

To: Mayor and Members of City Council

Recommendation:

That the results of the email poll conducted by the Deputy City Clerk on July 6, 2020 approving the following recommendation **BE CONFIRMED AND RATIFIED:**

That City Council **AUTHORIZE** the purchase of a 22x40ft outdoor screen for use at various outdoor functions around the City including drive-in movie theatre events hosted by the WIFF at Festival Plaza, in an amount not to exceed \$65,000 from the MAT (Municipal Accommodation Tax) tax reserve fund which currently has a balance of \$765,000.

Executive Summary:

N/A.

Background:

Section 3.7 of Procedure By-law 98-2011 provides the following:

“Telephone and/or email polls of Members of Council shall be permitted only upon authorization by the Mayor or CAO, in emergency situations requiring Council direction where time does not permit holding a special meeting of Council and/or quorum of Council cannot physically convene to consider a matter. The results of a poll must be confirmed and ratified at the next public meeting of Council”.

Discussion:

As part of many initiatives to alleviate the negative impacts due to the COVID-10 pandemic, on July 6, 2020 Mayor Dilkens authorized an email poll seeking Council authorization to purchase a 22x40ft outdoor screen for use at various outdoor functions around the City including drive-in movie theatre events hosted by the WIFF at Festival Plaza.

As a result of the poll, the recommended resolution was passed by all members of Council, save and except Councillors Francis and Gignac who voted nay.

Risk Analysis:

In light of the ongoing COVID-19 pandemic, and the rapid rate at which the situation is changing, this motion was put forward for Council’s consideration via email poll as it was an emergency situation requiring Council direction given that time did not permit holding a special meeting of Council.

Financial Matters:

That amount authorized to purchase the outdoor screen is not to exceed \$65,000 and is to be charged to the MAT tax reserve fund which currently has a balance of \$765,000.

Consultations:

N/A.

Conclusion:

It is recommended that the results of the email poll conducted on July 6, 2020 be confirmed and ratified.

Planning Act Matters:

N/A.

Approvals:

Name	Title
Steve Vlachodimos	Deputy City Clerk, Senior Manager of Council Services
Valerie Critchley	City Clerk
Joe Mancina	City Treasurer
Onorio Colucci	Chief Administrative Officer

Notifications:

Name	Address	Email

Name	Address	Email

Appendices:



Committee Matters: SCM 210/2020

Subject: Report of the Striking Committee of its meeting held June 1, 2020

**REPORT OF THE STRIKING COMMITTEE
of its meeting held
June 1, 2020**

Members participating via electronic participation in accordance with Procedure By-law #98-2011 as amended, which allows for electronic participation during a declared emergency.

PRESENT: Mayor D. Dilkens
Councillor F. Francis
Councillor C. Holt
Councillor G. Kaschak
Councillor K. McKenzie
Councillor J. Morrison
Councillor F. Costante
Councillor R. Bortolin
Councillor E. Sleiman
Councillor J. Gignac

Also in attendance:

O. Colucci, Chief Administrative Officer
J. Payne, Community Development and Health Commissioner and
Corporate Leader Social Development, Health, Recreation and
Culture
M. Winterton, City Engineer and Corporate Leader Environmental
Protection and Transportation
V. Critchley, City Clerk/Licence Commissioner and Corporate Leader
Public Engagement and Human Resources
J. Mancina, Chief Financial Officer/City Treasurer and Corporate
Leader Finance and Technology
S. Askin Hager, City Solicitor and Corporate Leader Economic
Development and Public Safety
J. Wilson, Corporate Leader, Parks, Facilities, Recreation and Culture
A. Teliszewsky, Mayor's Chief of Staff

Declarations of Pecuniary Interest:

None Declared.

Your Committee submits the following recommendation:

- 1) That Kenneth Acton **BE APPOINTED** to the ***Windsor Bicycling Committee*** to fill the vacancy of Alexa Sylvestre, for the term expiring November 14, 2022.

MAYOR

CITY CLERK

BY-LAW NUMBER 89-2020

A BY-LAW TO ASSUME FOR PUBLIC USE AS A PUBLIC HIGHWAY THE 4.22 METRE ALLEY LOCATED SOUTH OF CAMPBELL AVENUE, NORTH OF ALGONQUIN STREET, EAST OF MARK AVENUE AND WEST OF EVERTS AVENUE, CITY OF WINDSOR

Passed the 13th day of July, 2020.

WHEREAS the 4.22 metre alley located south of Campbell Avenue, north of Algonquin Street, east of Mark Avenue and west of Everts Avenue, City of Windsor, more particularly described in Schedule "A" hereto annexed, is vested in The Corporation of the City of Windsor;

AND WHEREAS it is deemed expedient that the said lands be assumed for public use as a public highway;

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That the 4.22 metre alley located south of Campbell Avenue, north of Algonquin Street, east of Mark Avenue and west of Everts Avenue, City of Windsor, more particularly described in Schedule "A" hereto annexed and forming part of this by-law, be and the same is hereby assumed for public use as a public highway.
2. That this by-law shall come into force and take effect on the day of the final passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - July 13, 2020
Second Reading - July 13, 2020
Third Reading - July 13, 2020

SCHEDULE "A"

Alley, Plan 1342, designated as Parts 1 to 12, inclusive, 12R28108; Windsor

Being all of PIN 01209-0290

City of Windsor
County of Essex

BY-LAW NUMBER 90-2020

A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 4.22 METRE ALLEY LOCATED SOUTH OF CAMPBELL AVENUE, NORTH OF ALGONQUIN STREET, EAST OF MARK AVENUE AND WEST OF EVERTS AVENUE, CITY OF WINDSOR

Passed the 13th day of July, 2020.

WHEREAS it is deemed expedient to close, stop up and convey the 4.22 metre alley located south of Campbell Avenue, north of Algonquin Street, east of Mark Avenue and west of Everts Avenue, City of Windsor, more particularly described in Schedule "A" attached hereto;

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That the 4.22 metre alley located south of Campbell Avenue, north of Algonquin Street, east of Mark Avenue and west of Everts Avenue, City of Windsor, more particularly described in Schedule "A" attached hereto and forming part of this by-law, be and the same is hereby closed and stopped up.
2. That the lands be conveyed to the abutting owners for abutting properties zoned RD1.2, at the following conveyance price:
 - a) \$1.00 plus deed preparation, plus proportionate survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor,

that part thereof upon which the owner's land abuts to the middle line of such closed and stopped up part; provided, however, that any such owner shall notify the Planning Department, in writing, of the owner's intention to exercise the owner's right to purchase, if such owner does not exercise its right of first refusal to purchase, the Planning Department shall be authorized to offer that part to the other abutting property owner at the same price.

3. That any required easements pursuant to Council Resolution CR100/2019 be registered prior to conveyance.
4. That the Chief Administrative Officer and City Clerk be authorized and directed to execute on behalf of The Corporation of the City of Windsor and to seal with the seal thereof, any and all documents necessary to implement the foregoing; and that the transaction be completed electronically, for property where it is available, pursuant to By-law Number 366-2003, as amended from time to time.

5. This by-law shall come into force and take effect the day upon which it is registered in the Land Registry Office for the County of Essex (No. 12).

DREW DILKENS, MAYOR

CITY CLERK

First Reading - July 13, 2020
Second Reading - July 13, 2020
Third Reading - July 13, 2020

SCHEDULE "A"

Alley, Plan 1342, designated as Parts 1 to 12, inclusive, 12R28108; Windsor

Being all of PIN 01209-0290

City of Windsor
County of Essex

BY-LAW NUMBER 91-2020

A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 20.12 METRE EAST/WEST PART OF HOME SITE AVENUE LOCATED SOUTH OF QUEEN ELIZABETH DRIVE, WEST OF CLEMENCEAU BOULEVARD AND NORTH OF NORTH SERVICE ROAD EAST, AND THE 2.13 METRE NORTH/SOUTH ALLEY LOCATED SOUTH OF HOME SITE AVENUE, NEXT WEST OF CLEMENCEAU BOULEVARD AND NORTH OF NORTH SERVICE ROAD EAST, CITY OF WINDSOR

Passed the 13th day of July, 2020.

WHEREAS the 20.12 metre east/west part of Home Site Avenue located south of Queen Elizabeth Drive, west of Clemenceau Boulevard and north of North Service Road East, and the 2.13 metre north/south alley located south of Home Site Avenue, next west of Clemenceau Boulevard and north of North Service Road East, City of Windsor, more particularly described in Schedule "A" hereto annexed, is vested in The Corporation of the City of Windsor;

AND WHEREAS it is deemed expedient that the said lands be assumed for subsequent closure;

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That the 20.12 metre east/west part of Home Site Avenue located south of Queen Elizabeth Drive, west of Clemenceau Boulevard and north of North Service Road East, and the 2.13 metre north/south alley located south of Home Site Avenue, next west of Clemenceau Boulevard and north of North Service Road East, City of Windsor, more particularly described in Schedule "A" hereto annexed and forming part of this by-law, be and the same is hereby assumed for public use as a public highway.
2. That this by-law shall come into force and take effect on the day of the final passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - July 13, 2020
Second Reading - July 13, 2020
Third Reading - July 13, 2020

SCHEDULE "A"

Part of Home Site Avenue, Plan 1153, designated as Part 1, 12R28148; Windsor

Being all of PIN 01562-0710

Alley Plan 1153, designated as Parts 2 to 15, inclusive, 12R28148; Windsor

Being all of PIN 01562-0710

City of Windsor
County of Essex

BY-LAW NUMBER 92-2020

A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 20.12 METRE EAST/WEST PART OF HOME SITE AVENUE LOCATED SOUTH OF QUEEN ELIZABETH DRIVE, WEST OF CLEMENCEAU BOULEVARD AND NORTH OF NORTH SERVICE ROAD EAST, AND THE 2.13 METRE NORTH/SOUTH ALLEY LOCATED SOUTH OF HOME SITE AVENUE, NEXT WEST OF CLEMENCEAU BOULEVARD AND NORTH OF NORTH SERVICE ROAD EAST, CITY OF WINDSOR

Passed the 13th day of July, 2020.

WHEREAS it is deemed expedient to close, stop up and convey 20.12 metre east/west part of Home Site Avenue located south of Queen Elizabeth Drive, west of Clemenceau Boulevard and north of North Service Road East, and the 2.13 metre north/south alley located south of Home Site Avenue, next west of Clemenceau Boulevard and north of North Service Road East, City of Windsor, more particularly described in Schedule "A" attached hereto;

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That 20.12 metre east/west part of Home Site Avenue located south of Queen Elizabeth Drive, west of Clemenceau Boulevard and north of North Service Road East, and the 2.13 metre north/south alley located south of Home Site Avenue, next west of Clemenceau Boulevard and north of North Service Road East, City of Windsor, more particularly described in Schedule "A" attached hereto and forming part of this by-law, be and the same is hereby closed and stopped up.
2. That the conveyance of the closed street and alley shall be done in the following manner:
 - a) That the portion of Home Site Avenue described as Part 1, 12R28148 be sold as a building lot in accordance with The Corporation of the City of Windsor's Land Disposal Policy; and
 - b) That the portion of the subject alley described as Parts 2 to 15, inclusive, Plan 12R28148 be conveyed to the abutting property owners fronting on Clemenceau Boulevard.
3. That the lands described above in section 2(a) be sold in accordance with The Corporation of the City of Windsor's Land Disposal Policy.
4. That the conveyance cost for lands described above in section 2(b) and zoned RD1.1 be set at \$1.00 plus deed preparation fee and proportionate share of the survey cost as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor.
5. That the Chief Administrative Officer and City Clerk be authorized and directed to execute on behalf of The Corporation of the City of Windsor and to seal with the seal thereof, any and all documents necessary to implement the foregoing; and that the transaction be completed electronically, for property where it is available, pursuant to By-law Number 366-2003, as amended from time to time.

6. This by-law shall come into force and take effect the day upon which it is registered in the Land Registry Office for the County of Essex (No. 12).

DREW DILKENS, MAYOR

CITY CLERK

First Reading - July 13, 2020
Second Reading - July 13, 2020
Third Reading - July 13, 2020

SCHEDULE "A"

Part of Home Site Avenue, Plan 1153, designated as Part 1, 12R28148; Windsor

Being all of PIN 01562-0710

Alley Plan 1153, designated as Parts 2 to 15, inclusive, 12R28148; Windsor

Being all of PIN 01562-0710

City of Windsor
County of Essex

BY-LAW NUMBER 93-2020

A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 9023 BEING A BY-LAW TO REGULATE VEHICULAR PARKING WITHIN THE LIMITS OF THE CITY OF WINDSOR ON MUNICIPAL STREETS, MUNICIPAL PARKING LOTS AND PRIVATE PROPERTIES

Passed the 13th day of July, 2020.

WHEREAS By-law Number 9023, being a by-law to regulate vehicular parking within the limits of the City of Windsor on municipal streets, municipal parking lots and private properties, was passed on the 8th day of June, 1987.

AND WHEREAS it is deemed expedient to amend By-law Number 9023.

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That **BY-LAW NUMBER 9023** be and the same is hereby amended as follows:

AMENDMENTS TO PARKING BY-LAW 9023					
ITEM	REGULATION	STREET	SIDE	FROM	TO
1	Schedule "C" No Parking ADD	Rivard Avenue	East side	Haig Avenue (north leg)	30 metres south of Haig Avenue

This by-law shall come into force and take effect on the day of the final passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - July 13, 2020
 Second Reading - July 13, 2020
 Third Reading - July 13, 2020

BY-LAW NUMBER 94-2020

A BY-LAW TO ASSUME EASTLAWN AVENUE BEING STREET SHOWN ON REGISTERED PLAN 835 KNOWN AS EASTLAWN AVENUE AND THE MUNICIPAL SERVICES LOCATED THEREIN, IN THE CITY OF WINDSOR

Passed the 13th day of July, 2020.

WHEREAS the lands described in Schedule "A" annexed hereto and forming part of this by-law are vested in The Corporation of the City of Windsor.

AND WHEREAS The Corporation of the City of Windsor entered into a subdivision agreement with **AZAR HOLDINGS LTD.** to provide for the public highways and municipal services on **Registered Plan 835** and the City Engineer advises that the municipal services have been installed to the City Engineer's satisfaction;

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That the streets and municipal services located in and on the streets on **Registered Plan 835** and described in Schedule "A" annexed hereto are assumed by The Corporation of the City of Windsor.
2. That this by-law shall come into force and take effect after the final passing thereof on the day on which it is electronically registered in the Land Registry Office of Essex (12).

DREW DILKENS, MAYOR

CITY CLERK

First Reading - July 13, 2020
Second Reading - July 13, 2020
Third Reading - July 13, 2020

SCHEDULE "A"

EAST-LAWN AVE PL 835 SANDWICH EAST (AKA EASTLAWN BLVD)
BTN EDGAR AVE & TRANBY AVE; WINDSOR
Eastlawn Avenue, Windsor

BY-LAW NUMBER 95-2020

A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 4.43 METRE EAST/WEST ALLEY AND THE 4.23 METRE NORTH/SOUTH ALLEY LOCATED SOUTH OF LABELLE STREET, NORTH OF GRAND MARAIS ROAD, WEST OF EVERTS AVENUE AND EAST OF MARK AVENUE, CITY OF WINDSOR

Passed the 13th day of July, 2020.

WHEREAS the 4.43 metre east/west alley and the 4.23 metre north/south alley located south of Labelle Street, north of Grand Marais Road, west of Everts Avenue and east of Mark Avenue, City of Windsor, more particularly described in Schedule "A" hereto annexed, is vested in The Corporation of the City of Windsor;

AND WHEREAS it is deemed expedient that the said lands be assumed for subsequent closure;

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That the 4.43 metre east/west alley and the 4.23 metre north/south alley located south of Labelle Street, north of Grand Marais Road, west of Everts Avenue and east of Mark Avenue, City of Windsor, more particularly described in Schedule "A" hereto annexed and forming part of this by-law, be and the same is hereby assumed for public use as a public highway.
2. That this by-law shall come into force and take effect on the day of the final passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - July 13, 2020
Second Reading - July 13, 2020
Third Reading - July 13, 2020

SCHEDULE "A"

Alley, Plan 1132, designated as Part 1 to 29, inclusive, 12R28031; Windsor

Being all of PIN 01275-0255

Alley Plan 1132, designated as Parts 30 and 31, 12R28031; Windsor

Being all of PIN 01275-0256

City of Windsor
County of Essex

BY-LAW NUMBER 96-2020

A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 4.43 METRE EAST/WEST ALLEY AND THE 4.23 METRE NORTH/SOUTH ALLEY LOCATED SOUTH OF LABELLE STREET, NORTH OF GRAND MARAIS ROAD, WEST OF EVERTS AVENUE AND EAST OF MARK AVENUE, CITY OF WINDSOR

Passed the 13th day of July, 2020.

WHEREAS it is deemed expedient to close, stop up and convey the 4.43 metre east/west alley and the 4.23 metre north/south alley located south of Labelle Street, north of Grand Marais Road, west of Everts Avenue and east of Mark Avenue, City of Windsor, more particularly described in Schedule "A" attached hereto;

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That the 4.43 metre east/west alley and the 4.23 metre north/south alley located south of Labelle Street, north of Grand Marais Road, west of Everts Avenue and east of Mark Avenue, City of Windsor, more particularly described in Schedule "A" attached hereto and forming part of this by-law, be and the same is hereby closed and stopped up.
2. That the conveyance cost of the closed alley shall be set as follows:
 - a) For alleys abutting lands zoned RD1.4, \$1.00 plus deed preparation costs and proportionate survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor; and
 - b) For alleys abutting lands zoned CD1.1, \$113.02 per square metre without easements and \$56.51 per square metre with easements.
3. That any required easements pursuant to Council Resolution CR5/2019 be registered prior to conveyance.
4. That the Chief Administrative Officer and City Clerk be authorized and directed to execute on behalf of The Corporation of the City of Windsor and to seal with the seal thereof, any and all documents necessary to implement the foregoing; and that the transaction be completed electronically, for property where it is available, pursuant to By-law Number 366-2003, as amended from time to time.

5. This by-law shall come into force and take effect the day upon which it is registered in the Land Registry Office for the County of Essex (No. 12).

DREW DILKENS, MAYOR

CITY CLERK

First Reading - July 13, 2020
Second Reading - July 13, 2020
Third Reading - July 13, 2020

SCHEDULE "A"

Alley, Plan 1132, designated as Part 1 to 29, inclusive, 12R28031; Windsor

Being all of PIN 01275-0255

Alley Plan 1132, designated as Parts 30 and 31, 12R28031; Windsor

Being all of PIN 01275-0256

City of Windsor
County of Essex

BY-LAW NUMBER 97-2020

A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 4.28 METRE NORTH/SOUTH ALLEY LOCATED SOUTH OF EDGAR AVENUE, NORTH OF TRANBY AVENUE, WEST OF MATHEW BRADY AVENUE AND EAST OF EASTLAWN AVENUE, CITY OF WINDSOR

Passed the 13th day of July, 2020.

WHEREAS the 4.28 metre north/south alley located south of Edgar Avenue, north of Tranby Avenue, west of Matthew Brady and east of Eastlawn Avenue, City of Windsor, more particularly described in Schedule "A" hereto annexed, is vested in The Corporation of the City of Windsor;

AND WHEREAS it is deemed expedient that the said lands be assumed for subsequent closure;

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That the 4.28 metre north/south alley located south of Edgar Avenue, north of Tranby Avenue, west of Matthew Brady and east of Eastlawn Avenue, City of Windsor, more particularly described in Schedule "A" hereto annexed and forming part of this by-law, be and the same is hereby assumed for public use as a public highway.
2. That this by-law shall come into force and take effect on the day of the final passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - July 13, 2020
Second Reading - July 13, 2020
Third Reading - July 13, 2020

SCHEDULE "A"

Alley, Plan 1211, designated as Part 1 to 120, inclusive, 12R28110; Windsor

Being all of PIN 01075-0369

City of Windsor
County of Essex

BY-LAW NUMBER 98-2020

A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 4.28 METRE NORTH/SOUTH ALLEY LOCATED SOUTH OF EDGAR AVENUE, NORTH OF TRANBY AVENUE, WEST OF MATHEW BRADY AVENUE AND EAST OF EASTLAWN AVENUE, CITY OF WINDSOR

Passed the 13th day of July, 2020.

WHEREAS it is deemed expedient to close, stop up and convey the 4.28 metre north/south alley located south of Edgar Avenue, north of Tranby Avenue, west of Matthew Brady and east of Eastlawn Avenue, City of Windsor, more particularly described in Schedule "A" attached hereto;

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That the 4.28 metre north/south alley located south of Edgar Avenue, north of Tranby Avenue, west of Matthew Brady and east of Eastlawn Avenue, City of Windsor, more particularly described in Schedule "A" attached hereto and forming part of this by-law, be and the same is hereby closed and stopped up.
2. That the conveyance cost be set at, for the closed alley abutting lands zoned RD1.1 and RD1.2, \$1.00, plus deed preparation costs and proportionate survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor.
3. That any required easements pursuant to Council Resolution CR665/2018 be registered prior to conveyance.
5. That the Chief Administrative Officer and City Clerk be authorized and directed to execute on behalf of The Corporation of the City of Windsor and to seal with the seal thereof, any and all documents necessary to implement the foregoing; and that the transaction be completed electronically, for property where it is available, pursuant to By-law Number 366-2003, as amended from time to time.

6. This by-law shall come into force and take effect the day upon which it is registered in the Land Registry Office for the County of Essex (No. 12).

DREW DILKENS, MAYOR

CITY CLERK

First Reading - July 13, 2020
Second Reading - July 13, 2020
Third Reading - July 13, 2020

SCHEDULE "A"

Alley, Plan 1211, designated as Part 1 to 120, inclusive, 12R28110; Windsor

Being all of PIN 01075-0369

City of Windsor
County of Essex

BY-LAW NUMBER 99-2020

A BY-LAW TO FIX THE TAX RATES AND TO PROVIDE FOR THE LEVY AND COLLECTION OF PROPERTY TAXES FOR THIS YEAR

Passed the 13th day of July, 2020.

WHEREAS it is deemed necessary to fix the tax rates for the 2020 year pursuant to Section 312 of the *Municipal Act, 2001, S.O. 2001 c.25* (hereinafter referred to as “the Act”) relative to the property classes specified below, and to provide accordingly for the levy and collection of taxes thereon required for the general purposes of the City of Windsor (hereinafter referred to as “The City”) for \$363,844,251;

AND WHEREAS the assessment on the subject property classes in the City, according to the assessment roll returned for 2020 taxation pursuant to the provisions of the *Assessment Act*, as amended, is in the amount of \$17,769,718,237 upon which the rate of taxation for Municipal purposes for this year shall be fixed and levied pursuant to the provisions of all enabling legislation in that behalf including the *Municipal Act, 2001, S.O.2001, c.25*, and regulations thereunder promulgated, all as amended;

AND WHEREAS Property Classes and Property Subclasses have been prescribed pursuant to Sections 7 and 8 of the *Assessment Act*;

AND WHEREAS the City is required to establish tax ratios pursuant to Section 308 of the *Municipal Act* for each prescribed Property Class;

AND WHEREAS the City is required to establish tax rate reductions pursuant to Section 313 of the *Municipal Act* for each prescribed Property Subclass;

AND WHEREAS Section 312 of the *Municipal Act* provides for the establishment of tax rates to be levied for local municipal purposes;

AND WHEREAS the taxes for School purposes shall be levied, collected and administered by the City in accordance with the *Education Act, R.S.O. 1990*, Ontario Regulation 400/98 made and most recently revised under that Act;

AND WHEREAS Part X of the *Municipal Act* provides for the issuance of tax bills and the collection and administration of tax amounts, including amounts that become due and remain unpaid;

AND WHEREAS The Council of the Corporation of the City of Windsor (Council) passed By-Law 12-2020 to levy and collect interim taxes for the 2020 taxation year on the 20th day of January, 2020;

AND WHEREAS Subsequent to the passing of By-Law 12-2020 a public health crisis materialized such that personal, civil and economic circumstances have been disrupted to an unprecedented degree and magnitude;

AND WHEREAS in response to prevailing circumstances, Council has deemed it appropriate to provide unique latitude to taxpayers in respect certain taxes imposed under By-Law 12-2020;

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. “delegate” means any person or persons upon whom the City of Windsor has conferred the duties and powers of the Treasurer with respect to tax collection pursuant to Section 286 of the Act.
2. **THAT** for the taxation year 2020, the tax ratio for property in:
 - a) the residential property class is 1.000000;
 - b) the multi-residential property class is 2.000000;

- c) the new multi-residential property class is 1.000000;
 - d) the broad commercial property class is 1.979652;
 - e) the residual commercial property class is 2.017813;
 - f) the shopping centre property class is 2.017813;
 - g) the office building property class is 2.017813;
 - h) the parking lots and commercial vacant land property class is 1.016719;
 - i) the broad industrial property class is 2.621115;
 - j) the industrial property class is 2.320000;
 - k) the large industrial property class is 2.938100;
 - l) the pipelines property class is 1.928249;
 - m) the farm property class is 0.250000; and
 - n) the managed forests property class is 0.250000.
3. **AND THAT** for the taxation year 2020, the tax rates that would otherwise be levied for Municipal and School purposes for the subclasses prescribed under paragraph 1 of Subsection 8(1) of the *Assessment Act* shall be reduced as follows:
 - a) Subclass 1 by 65%, and
 - b) Subclass 2 by 30%.
 4. **AND THAT** for the taxation year 2020, the tax rates that would otherwise be levied for Municipal purposes for the subclasses prescribed under paragraphs 2 and 3 of Subsection 8(1) of the *Assessment Act* shall be reduced by 30.00%;
 5. **AND THAT** there shall be levied and collected upon all of the assessment within the below specified property classes, in the City of Windsor, according to the assessment roll of the previous year, as returned for the current taxation year, the taxes and levies identified above based on the tax rates for each class of property as set out in Schedule "A" attached hereto and forming part of this by-law.
 6. All taxes levied respectively as aforesaid and other rates payable as taxes, shall be payable into the hands of the Treasurer or delegate in accordance with the provisions of this by-law.
 7. Save as provided in Section 6 hereof, all property taxes and all other rates and charges, payable as taxes, included in the tax roll for this year shall be payable in the portions and upon the dates set out below:
 - a) In three installments upon the following dates, that is to say:
 - i) One third thereon on the 19th day of August of this year,
 - ii) One third thereon on the 16th day of September of this year, and
 - iii) One third thereon on the 18th day of November of this year.
 - b) Under the City's Mid-Month 10 Month Preauthorized Payment Plan in five installments upon the following dates, that is to say:
 - i) One-fifth thereon on the 17th day of August of this year,
 - ii) One-fifth thereon on the 15th day of September of this year,
 - iii) One-fifth thereon on the 15th day of October of this year,
 - iv) One-fifth thereon on the 16th day of November of this year, and
 - v) One-fifth thereon on the 15th day of December of this year.
 - c) Under the City's End-Month 10 Month Preauthorized Payment Plan in five installments upon the following dates, that is to say:
 - i) One-fifth thereon on the 31st day of August of this year,
 - ii) One-fifth thereon on the 30th day of September of this year,
 - iii) One-fifth thereon on the 30th day of October of this year,
 - iv) One-fifth thereon on the 30st day of November of this year, and
 - v) One-fifth thereon on the 31st day of December of this year.
 8. Notwithstanding subsection 8 (1) of By-Law 12-2020 the interim tax levy imposed by that by-law and apportioned under the terms of that subsection shall be paid in three instalments due on the following dates:
 - i) One-third (1/3) thereof on the 19th day of February of 2020;
 - ii) One-third (1/3) thereof on the 18th day of March of 2020; and

- iii) One-third (1/3) thereof on the 30th day of June of 2020.
9. Except as provided for in section 10 of this By-Law, penalty and interest shall be imposed in accordance with the following against amounts that become due and remain unpaid:
- a) Any installment of taxes payable and remaining unpaid after the dates specified in Sections 8 or 9 shall be subject to a penalty for non-payment of one and one-quarter per cent (1¼%) on the first day of default.
 - b) Any and all taxes and installments that remain unpaid after the first day of default shall be subject to interest for non-payment which will be calculated at a rate of one and one-quarter per cent (1¼%), per month and imposed on the first day of each calendar month subsequent to the date of default.
10. Notwithstanding Section 9 of this by-law, Section 6 of By-Law 12-2020, or similar provisions in relation to prior taxation years, the calculation and imposition of interest against unpaid taxes shall be modified as follows:
- a) The City shall not calculate or impose:
 - i) Interest that would have otherwise been imposed on the 1st day of April 2020;
 - ii) Interest that would have otherwise been imposed on the 1st day of May 2020; or
 - iii) Interest that would have otherwise been imposed on the 1st day of June 2020.
 - b) For further clarity, the accrual of interest against all taxes that have come due and remain unpaid shall resume on the 1st day of June 2020 and shall be imposed and collected without further exception;
11. The Treasurer or delegate is hereby authorized to accept part payment from time to time on account of taxes due, and to give a receipt of such part payment, provided that acceptance of any such part payment shall not affect the collection of any percentage charge imposed and collectable under Section 9 hereof in respect of non-payment of any taxes or any class of taxes or any installment thereof.
12. The Treasurer or delegate may mail or cause to be mailed to the address of the residence or place of business of each person taxed, a notice specifying the amount of taxes payable by such person.
13. That failure to receive a tax notice does not exempt the property owner from penalty and interest charges as outlined in Section 9 of this by-law.
14. Notwithstanding the provisions of this by-law providing for payment of taxes or installments thereof without an additional percentage charge on or before the dates hereinbefore set forth, all taxes for this year, including local improvement rates and other rates payable as taxes, shall be deemed to have been imposed and to be due on and from the first day of January of this year.
15. Nothing herein contained shall prevent the Treasurer or delegate from proceeding at any time with the collection of any rate, tax or assessment, or any part thereof, in accordance with the provisions of the Statutes and by-laws governing the collection of taxes.
16. The all remaining provisions of By-Law 12-2020, not explicitly addressed herein shall continue unchanged without amendment and in full force and effect.

17. In the event of conflict between the provisions of this by-law and any other by-law, the provisions of this by-law prevail.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - July 13, 2020
Second Reading - July 13, 2020
Third Reading - July 13, 2020

Schedule A to By-Law 99 2020

City of Windsor

2020 Municipal General Levy and Provincial Education Tax Rates

RTC RTQ	Realty Tax Class	Sub- Class Treatmen t	Municipal Levy			Provincial Education	
			Tax Ratio	Discoun t Factor	Municipal Rate	Discoun t Factor	Educatio n Rate
RT	Residential	Full	1.00000 0	1.00	0.0162267 9	1.00	0.0015300 0
RF	Residential	Full	1.00000 0	1.00	0.0162267 9	1.00	0.0015300 0
RG	Residential	Full	1.00000 0	1.00	0.0162267 9	No Education	
RP	Residential	Full	1.00000 0	1.00	0.0162267 9	1.00	0.0015300 0
R1	Residential	FAD1	1.00000 0	0.35	0.0056793 8	0.35	0.0005355 0
FT	Farm	Full	0.25000 0	1.00	0.0040567 0	1.00	0.0003825 0
NT	New Multi-Residential	Full	1.00000 0	1.00	0.0162267 9	1.00	0.0015300 0
MT	Multi-Residential	Full	2.00000 0	1.00	0.0324535 8	1.00	0.0015300 0
M1	Multi-Residential	FAD1	1.00000 0	0.35	0.0056793 8	0.35	0.0005355 0
CT	Commercial Residual	Full	2.01781 3	1.00	0.0327426 3	1.00	0.0125000 0
CM	Commercial Residual	Full	2.01781 3	1.00	0.0327426 3	No Education	
CF	Commercial Residual	Full	2.01781 3	1.00	0.0327426 3	1.00	0.0125000 0
CH	Commercial Residual	Full	2.01781 3	1.00	0.0327426 3	1.00	0.0125000 0
CP	Commercial Residual	Full	2.01781 3	1.00	0.0327426 3	1.00	0.0125000 0
CG	Commercial Residual	Full	2.01781 3	1.00	0.0327426 3	No Education	
CU	Commercial Residual	Excess	2.01781 3	0.70	0.0229198 4	1.00	0.0125000 0
XT	Commercial Residual (NC)	Full	2.01781 3	1.00	0.0327426 3	1.00	0.0098000 0
XF	Commercial Residual (NC)	Full	2.01781 3	1.00	0.0327426 3	1.00	0.0098000 0
XU	Commercial Residual (NC)	Excess	2.01781 3	0.70	0.0229198 4	1.00	0.0098000 0
DT	Office Building	Full	2.01781 3	1.00	0.0327426 3	1.00	0.0125000 0
DH	Office Building	Full	2.01781 3	1.00	0.0327426 3	1.00	0.0125000 0
DP	Office Building	Full	2.01781 3	1.00	0.0327426 3	1.00	0.0125000 0
DG	Office Building	Full	2.01781 3	1.00	0.0327426 3	No Education	
DF	Office Building	Full	2.01781 3	1.00	0.0327426 3	1.00	0.0125000 0
YT	Office Building (NC)	Full	2.01781 3	1.00	0.0327426 3	1.00	0.0098000 0
YU	Office Building (NC)	Excess	2.01781 3	0.70	0.0229198 4	1.00	0.0098000 0

ST	Shopping Centre	Full	2.01781 3	1.00	0.0327426 3	1.00	0.0125000 0
SU	Shopping Centre	Excess	2.01781 3	0.70	0.0229198 4	1.00	0.0125000 0
ZT	Shopping Centre (NC)	Full	2.01781 3	1.00	0.0327426 3	1.00	0.0098000 0
ZU	Shopping Centre (NC)	Excess	2.01781 3	0.70	0.0229198 4	1.00	0.0098000 0
GT	Parking Lot/Vacant Land	Full	1.01671 9	1.00	0.0164980 9	1.00	0.0082214 5
GF	Parking Lot/Vacant Land	Full	1.01671 9	1.00	0.0164980 9	1.00	0.0082214 5
GP	Parking Lot/Vacant Land	Full	1.01671 9	1.00	0.0164980 9	1.00	0.0082214 5
CX	Parking Lot/Vacant Land	Full	1.01671 9	1.00	0.0164980 9	1.00	0.0082214 5
CZ	Parking Lot/Vacant Land	Full	1.01671 9	1.00	0.0164980 9	No Education	
CY	Parking Lot/Vacant Land	Full	1.01671 9	1.00	0.0164980 9	1.00	0.0082214 5
CJ	Parking Lot/Vacant Land	Full	1.01671 9	1.00	0.0164980 9	1.00	0.0082214 5
IT	Industrial Residual	Full	2.32000 0	1.00	0.0376461 5	1.00	0.0125000 0
IH	Industrial Residual	Full	2.32000 0	1.00	0.0376461 5	1.00	0.0125000 0
IU	Industrial Residual	Excess	2.32000 0	0.70	0.0263523 1	1.00	0.0125000 0
IK	Industrial Residual	Excess	2.32000 0	0.70	0.0263523 1	1.00	0.0125000 0
IX	Industrial Residual	Vacant	2.32000 0	0.70	0.0263523 1	1.00	0.0125000 0
IJ	Industrial Residual	Vacant	2.32000 0	0.70	0.0263523 1	1.00	0.0125000 0
IY	Industrial Residual	Vacant	2.32000 0	0.70	0.0263523 1	1.00	0.0125000 0
JT	Industrial Residual (NC)	Full	2.32000 0	1.00	0.0376461 5	1.00	0.0098000 0
JU	Industrial Residual (NC)	Excess	2.32000 0	0.70	0.0263523 1	1.00	0.0098000 0
LT	Large Industrial	Full	2.93810 0	1.00	0.0476759 3	1.00	0.0125000 0
LU	Large Industrial	Excess	2.93810 0	0.70	0.0333731 5	1.00	0.0125000 0
KT	Large Industrial (NC)	Full	2.93810 0	1.00	0.0476759 3	1.00	0.0098000 0
PT	Pipeline	Full	1.92824 9	1.00	0.0312892 9	1.00	0.0125000 0

Note: NC = New Construction Class for Education Purposes

BY-LAW NUMBER 100-2020

A BY-LAW TO PROVIDE FOR THE IMPOSITION OF SPECIAL CHARGES UPON PRESCRIBED BUSINESS PROPERTY CLASSES OF RATEABLE PROPERTY WITHIN IMPROVEMENT AREAS FOR THE YEAR 2020

Passed the 13th day of July, 2020.

WHEREAS by original By-law Numbers [which by-laws and/or affected areas may have been subsequently amended and/or enlarged upon from time to time thereafter as the case may be] identified on Schedule "A" hereto, the respectively indicated improvement areas of the City of Windsor were so designated within the meaning of Section 204 of the Municipal Act, 2001, S.O. 2001, c.25;

AND WHEREAS Council has approved the budgets of the respective Boards of Management of the said improvement areas for this year [the "Current Year"] in the amounts respectively indicated on said Schedule "A";

AND WHEREAS the total assessed values of the rateable property in prescribed business property classes in the said improvement areas, used as the basis for computing such special charges, are in the amounts all as respectively depicted on said Schedule "A";

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That subject to such maximum and minimum charges heretofore specified by by-law as same may be applicable, there are hereby imposed special charges for the Current Year upon those persons assessed with respect to rateable property in prescribed business property classes in the affected improvement areas, all as more particularly respectively indicated on Schedule "A" hereto, which schedule forms part of this by-law and is incorporated herein, such special charges to be in the amounts respectively calculable in accordance with said Schedule "A".
2. That the said respective special charges shall be imposed, levied and collected by tax rates respectively as applicable to the prescribed business property classes in accordance with said Schedule "A", based on the assessment for rateable property that is used as the basis for computing the assessment according to the previous year's assessment roll, as returned, upon which special charges or taxes for the Current Year shall be levied.
3. That the said special charges shall be respectively entered upon the tax roll and shall be collected in the same manner and with the same remedies as property taxes, and which special charges shall have priority lien status as defined in subsections 1(2.1) and 1(3) of the Municipal Act.
4. That the said respective special charges shall be paid by the persons assessed therefore in the improvement areas at the same time and in the same manner as property taxes, and there shall be added an additional percentage charge for non-payment by the due date in the same manner as for non-payment of property taxes.
5. That if any section, part or provision of this by-law shall be declared by a court of competent jurisdiction to be invalid or unenforceable, such impugned portion shall be deemed severed or severable from the remainder of this by-law and the application of the remainder of the by-law shall not be affected thereby and shall be valid and enforceable in accordance with the tenor thereof to the extent permitted by law.

6. This by-law shall come into force and take effect on the day of the final passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - July 13, 2020
Second Reading - July 13, 2020
Third Reading - July 13, 2020

A BY-LAW TO PROVIDE FOR THE IMPOSITION OF SPECIAL CHARGES UPON PRESCRIBED BUSINESS PROPERTY CLASSES OF RATEABLE PROPERTY WITHIN BUSINESS IMPROVEMENT AREAS (BIA) FOR THE YEAR 2020

SCHEDULE A

Subject Improvement Area	Number of Parcels	Rate Minimum	Rate Maximum	Original BIA Designating By-Law Number	2020 Proposed Budget	2019 Assessment for 2020 Taxation	2020 Tax Rate for each Prescribed Business Property Class
Downtown Windsor Business Improvement Association	304	\$75	\$15,000 + 1/2 over \$15,000	5651	667,550	237,373,200	0.00320425
Erie Street – Via Italia	93	N/A	N/A	8185 amended by 10295	125,000	20,391,900	0.00612988
Ford City	78	\$400	\$400	9571	30,000	7,327,350	\$400 flat levy
Olde Riverside Towne Centre	34	N/A	N/A	10362	65,000	9,732,500	0.00667866
Olde Sandwich Towne	27	N/A	N/A	8410	67,100	7,812,900	0.00858835
Ottawa Street	75	N/A	N/A	5385	71,965	19,818,600	0.00363118
Pillette Village	42	N/A	N/A	10559	40,000	11,107,000	0.00360133
Olde Walkerville	52	N/A	N/A	8024	45,000	15,958,400	0.00281984
Wyandotte Towne Centre	128	\$100	N/A	10095	94,000	24,932,600	0.00376947

BY-LAW NUMBER 101-2020

A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 9023 BEING A BY-LAW TO REGULATE VEHICULAR PARKING WITHIN THE LIMITS OF THE CITY OF WINDSOR ON MUNICIPAL STREETS, MUNICIPAL PARKING LOTS AND PRIVATE PROPERTIES

Passed the 13th day of July, 2020.

WHEREAS By-law Number 9023, being a by-law to regulate vehicular parking within the limits of the City of Windsor on municipal streets, municipal parking lots and private properties, was passed on the 8th day of June, 1987.

AND WHEREAS it is deemed expedient to amend By-law Number 9023.

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That **BY-LAW NUMBER 9023** be and the same is hereby amended as follows:

AMENDMENTS TO PARKING BY-LAW 9023						
ITEM	REGULATION	STREET	SIDE	FROM	TO	ADDITIONAL RESTRICTIONS
1	Schedule "C" No Parking DELETE	St.Mary's Boulevard	West side	Wyandotte Street East	Ontario Street	9:00PM-7:00AM
2	Schedule "A" Limited Parking DELETE	St.Mary's Boulevard	West side	Wyandotte Street East	Ontario Street	2hr limit 7:00AM-9:00PM

This by-law shall come into force and take effect on the day of the final passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - July 13, 2020
Second Reading - July 13, 2020
Third Reading - July 13, 2020

BY-LAW NUMBER 102-2020

A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS MEETING HELD ON THE 13TH DAY OF JULY, 2020

Passed the 13th day of July, 2020.

WHEREAS it is deemed expedient that the proceedings of the Council of The Corporation of the City of Windsor at this meeting be confirmed and adopted by by-law;

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. The action of the Council of The Corporation of the City of Windsor in respect to each recommendation contained in the Report/Reports of the Committees and the local Boards and Commissions and each motion and resolution passed and other action taken by the Council of The Corporation of The City of Windsor at this meeting is hereby adopted and confirmed as if all such proceedings were expressly in this by-law.
2. The Mayor and the proper officials of The Corporation of the City of Windsor are hereby authorized and directed to do all things necessary to give effect to the action of the Council of The Corporation of the City of Windsor referred to in the preceding section hereof.
3. The Mayor and the City Clerk are authorized and directed to execute all documents necessary in that behalf and to affix thereto the seal of The Corporation of the City of Windsor.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - July 13, 2020
Second Reading - July 13, 2020
Third Reading - July 13, 2020



Council Questions: SCM 207/2020

Subject: Summary of Outstanding Council Questions as of July 9, 2020

OUTSTANDING COUNCIL QUESTIONS

Just a reminder that this is quoted from the 2004 Council report:

“overdue Council Questions (i.e., outstanding for 30 days or more) be responded to immediately.”

Outstanding:

- 2016 – 1
- 2017 – 1
- 2018 – 3
- 2019 – 14
- 2020 – 9

2016

Total Outstanding: 1

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
Kusmierczyk	City Engineer	<p>CQ10-2016</p> <p>Asks that administration report back on best practices from other cities regarding metered on-street accessible parking AND to provide feasibility and cost of implementing free metered parking for residents with Accessible Parking Permits.</p> <p>ST2016 (February 22, 2016)</p>	<p>Type of Response Required</p> <p>-Written Report</p> <p>CR414/2019 ETPS691 Referred back to Accessibility Committee and New City Hall Project Steering Committee for consideration. (Aug 26, 2019)</p>

Total Outstanding: 1

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
Kusmierczyk	Chief Administrative Officer	CQ36-2017 Asks that Administration report back on the 100 resilient cities program which is funding the position of a Chief Resiliency Officer in 4 Canadian cities – and report back on cost and benefits of establishing the position of a Chief Resiliency Officer both in Windsor and regionally. AS/8286 (September 5, 2017)	Type of Response Required -Written Report

Total Outstanding: 3

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
Payne	City Solicitor	<p>CQ14-2018 Asks for a report soon on the feasibility of installing a school crosswalk on Cabana Road East in the vicinity of Roseland Public School for the safety of children crossing in light of the recent widening of the street to four lanes.</p> <p>ST2018 (August 27, 2018)</p>	<p>Type of Response Required -Written Report</p> <p>This CQ is still active because the report was prepared and deferred</p>
Bortolin	City Planner	<p>CQ 26-2018 Asks that Administration Planning Department) report back with potential options and timelines for potentially adding secondary suites to our downtown CIP incentive packages as a result of the recent By-Law change.</p> <p>SPL2018 (October 15, 2018)</p>	<p>Type of Response Required -Written Report</p>
McKenzie	City Solicitor	<p>CQ29-2018 Asks that Administration conduct a comprehensive analysis as to the potential impacts of equipping all City of Windsor First Responders including police and fire with the capacity to administer Naloxone in the field. The report should engage a wide array of stakeholders from within our Administration, the City’s First Responder sector as well as the broader community, particularly from our Public Health Authorities and individuals and organizations with expertise in addictions and mental health. The report should examine the potential benefits, as well as the risks, costs and training requirements of deploying these tools. Additionally the report should consider the authority of Council in First Responder operational matters and examine the experience of other comparable communities who have adopted the use of Naloxone amongst the full complement of their First Responders.</p> <p>MH2019 (Dec 17, 2018)</p>	<p>Type of Response Required -Written Report</p>

Total Outstanding: 14

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
Bortolin	Corp. Leader, Parks, Rec, Culture & Facilities	<p>CQ4-2019 Asks that administration consider options to streamline the process to help with street closures looking at all options including efficiencies that can lead to lowering administrative time and costs while still allowing timely processing of applications. Please consider fees in the schedule as well as barricade rentals and Fire Department fees.</p> <p>ST2019 (February 25, 2019)</p>	<p>Type of Response Required -Written Report</p>
McKenzie	Chief Administrative Officer	<p>CQ 7-2019 Asks that in light of the recent announcement from FCA to eliminate the third shift at the Windsor Assembly Plant and understanding the gravity of the economic impact to our community where as many as 10,000 jobs may be lost or affected, that Administration develop a proposal for Council’s review that could incent FCA to consider the possibility of introducing a new product into the Windsor Assembly Plant Facility. In doing so Administration should consider how existing City of Windsor economic development programs could be applied or amended to create a proposal that can help to protect the jobs now at risk both at the Windsor Assembly Plant and across the community generally.</p> <p>SPL/10759 (April 15, 2019)</p>	<p>Type of Response Required -Written Report</p>
Bortolin	City Engineer	<p>CQ 9-2019 Asks that administration report back on current practices and procedures regarding both immediate and long term sidewalk repairs. Taking into consideration timing, materials, safety concerns, as well as matching local aesthetics.</p> <p>SW2019 (May 6, 2019)</p>	<p>Type of Response Required -Written Report</p>

Costante	Chief Building Official / City Clerk / City Planner	<p>CQ 10-2019</p> <p>Asks that administration report back on a comprehensive affordable housing strategy that includes, but is not limited, to the following;</p> <ul style="list-style-type: none"> • Incentives and partnerships with the University and College on developing more student housing on campus; • What, if any, legislative options City Council has to require the University and College to provide safe and affordable student housing to their increasing student population; • Options for Developing a University, College and City of Windsor education strategy for students to learn their rights with respect to property standards and their rights as tenants in Ontario; • Incentives for private investment in affordable higher density housing in specific zones that would be less intrusive on residential neighbourhoods with the intent of maintaining existing residential neighbourhoods for more permanent residents, piloted in Ward 2; • Options for a residential rental license that includes a pilot in Ward 2 with the intent of being rolled out city-wide if successful after a definite time period to be decided by council; • What strategies and legislative options have been used by other municipalities in Ontario and elsewhere regarding student housing; • Review of our lodging home By-law and ways to improve it to capture more rental properties in our community and allow for better opportunities to enforce property standards. <p>The intent of this council question is to provide incentives for safe and affordable housing in a concentrated manner that does not intrude on residential neighbourhoods, particularly those surrounding Ward 2.</p> <p>GH/6905 (May 6, 2019)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
Holt	City Engineer	<p>CQ 12-2019</p> <p>Asks that Administration update Council on the Residential Parking Permit Policy, outlining how it can be improved, whether it is accomplishing its stated goals, and recommending changes in the policy to better serve residents in areas with high demand for on-street parking.</p> <p>ST2019 (May 6, 2019)</p>	<p>Type of Response Required</p> <p>-Written Report</p>

Gignac	City Solicitor	<p>CQ14-2019</p> <p>Asks that Council receive an administrative report outlining how residents can have traffic calming components introduced in their neighbourhoods if they don't meet warrant benchmarks?</p> <p>ACO/13382 (June 17, 2019)</p>	<p>Type of Response Required</p> <p>-Written Report</p> <p>CR261/2020 Referred to 2021 Capital Budget. R#S 58/2020</p>
Kaschak	City Solicitor	<p>CQ 15-2019</p> <p>Asks that administration report back to council regarding traffic calming methods for local streets that do not meet warrants for stop signs. My focus is specifically regarding the installation of speed humps being installed on some potential residential streets like in many other Ontario cities specifically Ottawa and Toronto. For proven traffic calming results.</p> <p>ST2019 (July 8, 2019)</p>	<p>Type of Response Required</p> <p>-Written Report</p> <p>CR261/2020 Referred to 2021 Capital Budget R#S 58/2020..</p>
Gignac	Corporate Leader Parks, Recreation, Culture & Facilities	<p>CQ 16-2019</p> <p>Asks that Administration prepare a maintenance plan for East Bank of Little River where resident delegations identified a noxious, invasive plant (weed) issue.</p> <p>SR2019 (July 8, 2019)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
Costante	City Planner	<p>CQ 20-2019</p> <p>Asks that administration report back on inclusionary zoning and how it could be applied to the City of Windsor.</p> <p>Z2019 (July 22, 2019)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
Costante	City Treasurer	<p>CQ 21-2019</p> <p>Asks administration to report back on the ability, opportunities and potential implications of imposing a vacant home tax. More specifically, how a vacant home tax could relate or align with the 10-year Housing and Homeless Master Plan and current Provincial legislation and how a tax on vacant homes may be used to address housing needs and homelessness in the community. I am requesting that administration bring forward the information and recommendations in a report to council for consideration</p> <p>SW2019 (September 9, 2019)</p>	<p>Type of Response Required</p> <p>-Written Report</p>

Bortolin	City Solicitor	<p>CQ 23-2019</p> <p>Asks that Administration report back on the potential options around licensing and zoning payday loan establishments with input from legal, licensing, zoning and social services. As well as how other jurisdictions have proceeded on this issue.</p> <p>SW2019 (September 9, 2019)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
Holt	City Solicitor	<p>CQ 24-2019</p> <p>Asks that Administration report back to council at the September 23, 2019 meeting with addendums to the By-law that identifies 2 of the 9 BIA's as "Tourist Destinations" that extend this benefit to all BIA's and take advantage of the pending wayfinding signage program equally.</p> <p>SW2019 (September 9, 2019)</p>	<p>Type of Response Required</p> <p>-Written Report</p> <p>CR565/2019 Referred to WIBIAC for comment</p>
Bortolin	City Planner	<p>CQ 27-2019</p> <p>Asks administration to report back on potential incentives that can be offered to encourage the investment in affordable housing, including but not limited to, a community-wide CIP specific to housing and a consideration given to Development Charges waivers.</p> <p>GH/6905 (September 23, 2019)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
Bortolin	City Solicitor	<p>CQ31-2019</p> <p>Asks that Administration review By-laws that deal with dumping on private property. Currently we do not have By-laws restricting dumping on private property if done so with permission. Asking that legal come back with options to create a By-law not allowing dumping on vacant properties in any way.</p> <p>AB2019 (November 18, 2019)</p>	<p>Type of Response Required</p> <p>-Written Report</p>

Total Outstanding: 9

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
Mayor Dilkens	City Engineer, City Planner & Chief Building Official	<p>CQ1-2020 Asks Administration to prepare a report on policy and/or bylaw changes that require new construction projects in the City of Windsor to prepare for electric vehicle infrastructure including, at a minimum, the rough-in necessary to facilitate future transition to electric vehicles. In addition, report back on best practices or policies that would benefit existing buildings to convert as needed.</p> <p>SW/13715 18.1 (January 20, 2020)</p>	<p>Type of Response Required -Written Report</p>
McKenzie	Community Development & Health Commissioner and to City Planner/Executive Director of Planning & Building	<p>CQ 4-2020 That Administration prepare a comparative analysis of the Affordable Housing frameworks and incentives that are in place in comparable municipalities. To the extent that the data is available the analysis should consider all forms of affordable housing and the composition of the affordable housing marketplace in the communities analyzed.</p> <p>SS2020 (February 3, 2020)</p>	<p>Type of Response Required -Written Report</p>
Costante	City Engineer	<p>CQ 5-2020 Asks that administration investigate and report back on the possibility of increasing the number of on-street Paid for Parking spots in the Wyandotte West business area, particularly in the first areas north and south of Wyandotte in place of residential permitted locations. The report shall include an analysis on projected revenues and the effects of lost residential spots.</p> <p>ST2020 (March 2, 2020)</p>	<p>Type of Response Required -Written Report</p>
Holt	City Engineer	<p>CQ 6-2020 Asks that administration report back to Council on the merits of allowing new residential parking permit areas within the city and what the process should be with regards to requesting new locations and conditions to be met for approval.</p> <p>ST2020 (March 2, 2020)</p>	<p>Type of Response Required -Written Report</p>

Kaschak	City Solicitor	<p>CQ 7-2020</p> <p>Asks that if Council decides to move forward with reducing the speed limit to 40 km/h on all city residential streets, that administration advise of the timelines and cost to implement this across the city.</p> <p>ST2020 (March 2, 2020)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
Francis	Chief Administrative Officer	<p>CQ8-2020</p> <p>Asks Administration to prepare a report for Council's consideration regarding new initiatives, put in place to battle Covid19, that can remain in place to increase safety measures, efficiencies, environmental measures and cost savings moving forward. These measures might include paperless agendas and digital participation in meetings of council, among others.</p> <p>MH/13786 (April 27, 2020)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
Bortolin	City Engineer / Corp. Leader of Parks, Facilities and Rec and Culture / City Solicitor	<p>CQ9-2020</p> <p>In light of the current state of emergency, along with orders asking for social distancing, during this COVID-19 Pandemic, I ask that administration consider a procedure to allow for the closure of some or part of city streets to be used for pedestrian and cycling traffic as is being done in numerous other cities across Canada. This would not take up entire streets (unless specifically warranted) as we do with Open Streets but simply the closure of lanes or part of lanes to allow for more room for pedestrians and cyclists. Also ask that we provide proper signage for both drivers and pedestrians to highlight the delineation between vehicle space and pedestrian space. This process may include input from the various BIAs, calls from 311, and input from Council. These closures would be temporary and only last as long as social distancing regulations were in place from the Province of Ontario.</p> <p>I ask that administration report back for the next meeting (May 4th) how to implement lane closures along Riverside Dr. from Devonshire to Caron Ave reducing Riverside Dr. to two lanes. This specific location was chosen because of the extremely high usage rates of the riverfront trails causing great concern for people looking to get exercise and fresh air but continue to follow social distancing rules.</p> <p>MH/13786 (April 27, 2020)</p>	<p>Type of Response Required</p> <p>-Written Report</p>

Kaschak	Fire Chief	<p>CQ11-2020</p> <p>In light of the current state of Emergency, along with orders asking for social distancing during this pandemic, I ask that Administration prepare a report for Council outlining the allowing of City residents to be allowed to have contained backyard fires at there residences after obtaining a prescribed permit with a fee structure attached to the permit from City Hall. Of course proper safety measures are to be outlined to the residents along with types of wood to be burned and only prescribed hours of the day/night allowed for the burn. Many of our surrounding Municipalities are allowed to do this and I feel this would provide a revenue source to the City via permits as well as enhancing residents quality of life when experiencing isolation and being told for the most part to stay home during this pandemic crisis.</p> <p>MH/13786 (May 25, 2020)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
McKenzie	City Engineer	<p>CQ12-2020</p> <p>Further to recommendations previously approved by Council regarding Climate Change that Administration prepare a report outlining how the City of Windsor could proceed with a neighbourhood energy and climate change strategy for the Sandwich South lands with a view towards developing a Net 0 Neighbourhood policy for the area.</p> <p>EI/10822 (May 25, 2020)</p>	<p>Type of Response Required</p> <p>-Written Report</p>

/sg
as of July 09, 2020



Council Directives: SCM 204/2020

Subject: Outstanding Council Directives as of July 6, 2020

Outstanding Council Directives Tracking Log

Updated:6/30/2020

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
December 17, 2012	CR293/2012	16287	City Planner	That the report of the City Planner dated November 21, 2012 entitled "Exemption from Sandwich Demolition Control By-law 20-2007 — 508, 520, 540, 556, 570, 590, 604, 612, 615, 622, 623, 631, 639, 646, 663, 670, 673, 686, 704, 710, 718, 724, 730, 738, 744, 750, 753, 758-760, 759, 765, 764, 769, 772, 777, 778, 781, 784, and 790 Indian Road, 812 and 862 Mill Street, and 764, 770, 780 and 788 Rosedale Avenue" BE DEFERRED as requested by the Canadian Transit Company, to allow for further discussions with administration on this matter.	Report remains deferred by Council, as per the City Solicitor.
August 24, 2015	CR159/2015 Clause XI	17893		"Corporate Payroll Business Process Review UPDATE": That the final FTE staffing changes reductions and resultant project savings and completions, BE REPORTED to City Council as part of or prior to the 2018 budget process	Q1 2021
January 4, 2016	CR19/2016	Planning, Heritage & Economic Development Standing Committee Report No: 341	City Planner	THAT Report No. S 18-2015 updating Council on the use and implementation of the Brownfield Redevelopment and Economic Revitalization Community Improvement Plans and providing a response to CQ8-2015 BE RECEIVED for information; and THAT Administration BE DIRECTED to initiate a comprehensive review of the Brownfield Redevelopment and Economic Revitalization Community Improvement Plans.	
February 1, 2016	CR56/2016	18071	City Clerk	That City Council APPROVE the 2016-2017 departmental service level targets for service requests received through 311 as identified in Appendix A – Service Level Target Summary of Departmental Statistics for a period of 2 years; and That the Corporate Leader for Public Engagement and Human Services bring BE DIRECTED to bring forward departmental service level targets to City Council for approval every two years; and That Chief Administrative Officer BE AUTHORIZED to approve service level targets for any new Service Requests created in their department/division during the two years.	Next report due in 2020

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
May 16, 2016	CR334/2016	S 76/2016	Chief Financial Officer	THAT City Council AUTHORIZE the CFO/City Treasurer (or delegate) to sign Minutes of Settlement as it relates to the Centralized Property Appeals. THAT the CFO/City Treasurer (or delegate) BE REQUIRED to report the results of the Minutes of Settlement to City Council once all appeals have been finalized.	Ongoing as required
August 2, 2016	CR483/2016 Clause II	S 113/2016	City Planner	II. THAT the City Planner BE DIRECTED to conduct a study of the area affected by Special Zoning Provision s.20(1)50 of By-law 8600 and prepare a Planning Report for Council's consideration.	
September 19, 2016	CR594/2016	C 176/2016	Chief Administrative Officer	THAT City Council APPROVE the allocation of \$400,000 for the design, creation, installation and unveiling of a commemorative statue to honour the life and work of Hiram Walker; and, THAT City Council APPROVE that \$390,000 BE FUNDED from the 2014 Enhanced Capital Budget Contingency Placeholder for this project with the remaining \$10,000 to BE FUNDED from Councillor Holt's 2016 ward funds; and, THAT City Council APPROVE the sole source retention of artist Mark Williams for the creation, fabrication and installation of a statue/sculpture depicting Hiram Walker and DIRECT administration to prepare an agreement to retain the services of Mr. Williams accordingly; and, THAT the CAO and City Clerk BE AUTHORIZED to take any other steps as may be required to bring effect to these resolutions, satisfactory in form to the City Solicitor, in financial content to the City Treasurer, and in technical content to the City Engineer; and, THAT the CAO and City Clerk BE AUTHORIZED to sign any required documentation as it relates to this project, satisfactory in legal form to the City Solicitor, in technical content to the City Engineer, and in financial content to the City Treasurer; and further, THAT administration REPORT BACK on fundraising efforts towards this project within six months.	CAO 4032 - To be completed 2020

Outstanding Council Directives Tracking Log

Updated:6/30/2020

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
November 21, 2016	CR713/2016	CM 63/2016	City Planner	<p>THAT the report of the City Planner dated November 4, 2016 entitled “CQ34-2014 – Progressive Options for Compact & Walkable Communities” BE RECEIVED for information; and further,</p> <p>That the City Planner BE DIRECTED to prepare a report on what is required to do a study similar to the 2005 Halifax report, based upon the City of Windsor.</p>	
February 6, 2017	CR59/2017	CM 59/2016	City Planner	<p>THAT the report of the City Planner dated October 26, 2016 entitled “Response to CQ34-2016: Design Guidelines for fencing along Riverside Drive” BE RECEIVED for information; and further,</p> <p>THAT Administration BE DIRECTED to prepare a report for Council’s consideration that would:</p> <ul style="list-style-type: none"> - Institute a by-law standard for decorative fencing and parking areas along Riverside Drive (both the north and south sides of Riverside Drive); and - Include options for incentivizing existing commercial and industrial property owners to be able to upgrade their existing fencing along the waterfront side of Riverside Drive; and <p>Include costing for decorative fencing from just east of Hiram Walker’s all the way to Strabane.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
June 5, 2017	CR348/2017	C 83/2017	City Treasurer	<p>That City Council RECEIVE the results of the Vacancy Rebate Program review for information; and,</p> <p>That City Council DIRECT that Administration make application to the Ministry of Finance requesting regulatory authority to restrict the vacancy rebate as it relates to individual annual applications within the Downtown Business Improvement Area as follows:</p> <p>Rebate for Main Street, Ground level Commercial Properties: (non-office towers)</p> <ul style="list-style-type: none"> • Year One – 100% of the 30% • Year Two – 50% of the 30% • Year Three – 0% of the 30% <p>That Administration BE DIRECTED to bring forward, for consideration any savings, as attributed to changes in the vacancy rebate program, as part of the 2019 Operating Budget process for discussion; and,</p> <p>That subject to Ministerial consent, Administration BE DIRECTED to monitor the economic impact of the change to the vacancy rebate program within the Downtown Business Improvement Area for a period of five years and bring a report back to City Council for information; and,</p> <p>That City Council DIRECT Administration report back in 2018 as to the feasibility and potential impacts of limitations to the city-wide vacancy rebate program including:</p> <ul style="list-style-type: none"> • Application within the other 8 City Business Improvement Area's • Other properties located throughout the City where there are multi-year applications 	
June 5, 2017	CR351/2017	C 83/2017	City Treasurer	<p>That the specific savings from the Vacancy Rebate Program (currently within the DWBIA) BE REPORTED BACK to Council with explicit options (within the DWBIA boundaries) for projects and/or possibilities for programs that would contribute to combating the empty storefronts, such as CIP's or other mechanisms like facade grant programs; and further, that in future years as this is rolled out in other BIA's, that the same /or similar explicit options within the respective BIA's, be explored and reported back to Council.</p>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
August 8, 2017	CR472/2017	C 123/2017	Manager Real Estate Services	That Administration REPORT BACK with respect to conducting an EOI for the rental of the commercial space in the Goyeau Street Parking garage.	
October 2, 2017	CR612/2017	C 31/2017	Chief Building Official	<p>That the report of the Chief Building Official dated February 14, 2017 entitled "Response to CQ66-2015 Vacant Property Registry" BE RECEIVED for information; and further,</p> <p>That a vacant building registry NOT BE IMPLEMENTED; and,</p> <p>That a detailed analysis of Option A – Enhanced Enforcement to BE FUNDED as a pre-commitment to the 2018 budget BE APPROVED; and,</p> <p>That Administration BE DIRECTED to prepare a report by the end of 2018 on the effectiveness of this program, as well as fee increases for Council's consideration to potentially make it cost recovery; and,</p> <p>That Administration REPORT BACK in 8 months on the viability of a Vacant Property Registry, once all the information has been gathered.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
October 16, 2017	CR648/2017	C 180/2017	Chief Administrative Officer	<p>...</p> <p>That pending the restoration of the Street Car #351, City Council APPROVE IN PRINCIPLE the installation of Street Car #351 into a Riverfront Park location with a future report to City Council for site location approval and funding request to install at said location and to develop a maintenance fund for future requirements; and further,</p> <p>That administration BE DIRECTED to undertake a public consultation process on this project, and that following this process, that an administrative report BE PREPARED for Council's consideration no later than 6 months after the Trolley is accepted from the current owner, to provide options as to usage if it is for some kind of vending (e.g., food and/or drink) or anything of that nature, including costs for transportation, placement, and potential sites; and further,</p> <p>That the CAO and City Clerk BE AUTHORIZED to sign any other documents required to bring effect to these resolutions, in form satisfactory to the City Solicitor, in financial content satisfactory to the City Treasurer/Chief Financial Officer, and in technical content to the Corporate Leader of Parks, Recreation, Culture and Facilities and Executive Director of Recreation and Culture; and further,</p> <p>That administration BE DIRECTED to undertake fundraising and to REPORT BACK to Council in 6 to 12 months on the result of fundraising</p>	CR297/2018 Fundraising Ongoing
November 6, 2017	CR697/2017	C 187/2017	City Solicitor	<p>That City Council RECEIVE FOR INFORMATION an update on the submission of the Emergency Notification System to the National Disaster Mitigation Fund; and,</p> <p>That City Council DIRECT Administration to pursue community partnerships for the implementation of a multi-use Emergency Notification System and, should such discussions prove successful, REPORT BACK to council with the related business plan.</p>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
January 8, 2018	CR20/2018		Manager Policy Gaming Licence & By-Law	That the following notice of motion presented by Councillor Payne at the January 8, 2018 meeting of Council, BE REFERRED to Administration to allow for a review and REPORT BACK to Council on how this may or may not work in the context of the City of Windsor operationally, as well as input from the Humane Society:...	
January 15, 2018	B32/2018	S 184/2017	City Forester	<p>THAT the report from the City Forester regarding an update on the progress of a City-wide Tree Inventory Project, a Preventative Tree Maintenance Program and a Urban Forest Management Plan BE RECEIVED; and further,</p> <p>THAT funding for the Preventative Tree Maintenance Program in the estimated annual amount of \$2,080,000 beginning in 2019 BE REFERRED to future Capital budget deliberations; and,</p> <p>That Administration PROVIDE information on any available subsidized programs which may exist by investigating best practices used in other municipalities; and that this information BE PROVIDED during the 2019 Budget deliberation process.</p>	Will be included in Capital Variance Report – April 2020
March 26, 2018	CR155/2018	C 52/2018	City Engineer	<p>...That the Purchasing Department BE AUTHORIZED to issue a Purchase Order to Haddad, Morgan and Associates Ltd. to provide engineering services related to the redevelopment of 6700 Raymond Ave (former Concord School site) for an upset limit of \$75,500 plus taxes; and further,</p> <p>That the City Engineer or designate BE AUTHORIZED to issue the requisite tender for the construction works required for the redevelopment and FURTHER that once the tender results are known that a report be submitted to City Council relative to the award of the contract and identifying a funding source for any projected funding shortfalls that may arise.</p>	On hold pending Planning's review of tiny houses as asked by Councillor Gignac
April 9, 2018	CR214/2018	C 31/2018	City Planner	That the report of the City Planner dated February 16, 2018 entitled "Response to CQ24-2017 – Alley Closure between Vera Pl/Karl Pl and Church St/Bruce Ave, Ward 3" BE REFERRED back to Administration to provide more detailed information including statistics.	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
May 7, 2018	CR245/2018	CMC 9/2018	Chief Administrative Officer	That the correspondence from the Ministry of Education dated April 27, 2018 regarding an update to Ontario's commitment to revise the Pupil Accommodation Review Guideline (PARG) BE RECEIVED , and further, that Administration BE DIRECTED to prepare a report for Council's consideration in terms of the possibility for applying on the City of Windsor's behalf for the Call of Proposals being issued this summer to participate in the Voluntary Integrated Planning and Partnerships Initiative (VIPPI), to provide flexible support to local partners that wish to enhance their collective capacity for integrated capital and community planning.	
May 7, 2018	CR253/2018	C 76/2018	Chief Financial Officer	...That all expenditures made under the exemption BE REPORTED to Council by the 2022 CAN-AM Police-Fire Games General Manager within a reasonable time following the conclusion of the Project.	
May 7, 2018	CR265/2018 ETPS 597	SCM 178/2018 & S 59/2018	Manager, Parks Development	That the report of the Manager of Parks Development dated March 28, 2018 entitled "Response to CQ4-2016 Lighting at Riverfront Walkway Near Askin Boulevard" BE RECEIVED for information; and, That a report be BROUGHT BACK as part of the 2021 budget deliberations relative to the matter so that council can debate the allocation of the Central Riverfront Park Improvement placeholder funds, including consideration of lighting the riverfront walkway.	
May 7, 2018	CR275/2018	C 77/2018	Chief Financial Officer	That Council PROVIDE Riverwest with the City's copyright permission to use banners with the likeness of public artwork owned by the City on condition that Riverwest agrees that the banners contain an acknowledgement of the artists who produced the original artwork; and further, That Council APPROVE the requested \$5000 indemnity and that this BE CHARGED to the Budget Stabilization Reserve Fund (BSR) and that Administration BE DIRECTED to prepare a draft policy for Council's consideration regarding banners (how they can be requested, all costs associated, etc.) outlining what would be expected.	
June 4, 2018	CR333/2018 Clause VII	S 235/2017 & SCM 75/2018	Chief Financial Officer	VII. That Administration REPORT BACK to City Council regarding the catalyst project designation under the Building/Property Tax Increment Grant Program.	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
July 23, 2018	CR385/2018	APR2018 7.1.7	Manager of Policy, Gaming, Licensing & By-Law Enforcement	<p>That the correspondence from the Chief Inspector of the Ontario Society for the Prevention of Cruelty to Animals dated June 18, 2018 regarding “animals in vehicles by-law” BE RECEIVED; and further,</p> <p>That Administration BE DIRECTED to prepare a report for Council’s consideration on this matter.</p>	
August 27, 2018	CR472/2018	C 148/2018	City Planner	<p>That the Walkerville area BE SELECTED as a pilot project area for the Districting Initiative and generally bounded on the north by the Detroit River, on the south by Niagara Street, on the east by Walker Road, and to the west by Gladstone Avenue.</p> <p>That a design and costing consultant at a cost not to exceed \$100,000.00 (plus HST) BE RETAINED for purposes of performing a higher level design analysis/value engineering and market costing so that the most accurate budget estimates can be obtained and further approved by Council prior to project selection/execution; and further,</p> <p>That the cost of the design and costing consultant BE FUNDED from the 2018 Enhanced Budget for District Theming previously approved for spending by Council via CR123/2018; and,</p> <p>That a future Council Report BE PREPARED by the City Planner recommending and describing the specific Walkerville Districting projects to be completed with estimated budgets and timelines for completion.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
September 17, 2018	CR503/2018 ETPS 630	SCM 332/2018 & C 122/2018	Manager, Parks Development	<p>That the report of the Manager Parks Development, dated July 20, 2018, responding to CQ27-2017 regarding first responders signage for parks, BE RECEIVED for information; and,</p> <p>That City Council BE ADVISED that Administration will return to Council in January 2019 to request the approval to proceed with this project and release the 2023 funding allocated as part of the 2018 Enhanced Budget, and further,</p> <p>That Administration BE DIRECTED to develop a wayfinding standards policy based on the results of the Little River Corridor wayfinding signage and markers, as a pilot project, to be brought to City Council for approval.</p>	
September 17, 2018	CR512/2018 PHED 589	SCM 257/2018 & SCM 207/2018	City Planner	<p>That Report No. 7 of the Windsor Housing Advisory Committee indicating: That the "Draft" Official Plan policies relating to second unit policies BE ACCEPTED and further, that the recommendation of the Housing Advisory Committee proceed to the Planning, Heritage and Economic Standing Committee and to City Council as expeditiously as possible, BE APPROVED; and,</p> <p>That Administration REPORT BACK to Council on best practices from surrounding Municipalities regarding heights and set back requirements for ancillary structures.</p>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
October 1, 2018	CR550/2018	S 165/2018	Corporate Leader – Parks, Recreation & Culture and Facilities	<p>That the report from Glos Associates Inc. titled “Proposed Relocation/Construction of Lanspeary Park Greenhouse Feasibility Study” and dated September 10, 2018 BE RECEIVED; and further,</p> <p>That Council APPROVE OPTION #2 – Construct a new greenhouse complex at Jackson Park- as the preferred solution; and further,</p> <p>That Council REFER consideration of the associated funding for the chosen option to the 2019 budget deliberations; and further,</p> <p>That subject to funding being approved in the Capital Budget, Administration BE DIRECTED to construct a new greenhouse complex at Jackson Park inclusive of the expansion space for in-house plant production and thereafter proceed to demolish the existing Lanspeary Park Greenhouse Complex, taking into consideration any heritage features or buildings contained thereon, and restore the subject area to parkland; and further,</p> <p>That Administration BE DIRECTED to offer options for the expansion of the demonstration house on the site within the re-development plans for Lanspeary Park (options showcasing the low impact re-development); and further,</p> <p>That Administration BE DIRECTED to provide information on production numbers for having this in-house versus externally for this service (how much does the taxpayer benefit from having this in-house).</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
January 7, 2019	CR4/2019	C 217/2018	Chief Administrative Officer	<p>1. That City Council AUTHORIZE Administration to proceed with, and PRE-COMMIT funding for, the additional 2018 Enhanced Capital Projects identified in Appendix A for the 2019 calendar year; and,</p> <p>2. That the award of tenders or RFP's for the identified works BE PRE-APPROVED, subject to being within the allocated budget and in accordance with Purchasing by-law 93-2012, and that the Chief Administrative Officer and City Clerk BE AUTHORIZED to sign all relevant agreements, in form satisfactory to the City Solicitor, in financial content satisfactory to the City Treasurer and in technical content satisfactory to the City Engineer, City Planner or Corporate Leader of Parks, Recreation, Culture and Facilities; and,</p> <p>3. That Administration REPORT BACK to City Council through a Communication Report(s) the results of all tenders that were awarded and approved, with any that require additional funding to be reported to Council separately.</p>	
February 4, 2019	CR35/2019	C 11/2019	City Treasurer	<p>That City Council APPROVE, as per the requirements of the Leadership Asset Management Program (LAMP), the use of the tools and guidelines for Triple bottom line plus (TBL+), Whole life-cycle (WLC) and Business Case Evaluation (BCE) as developed through the LAMP grant and approved by the Asset Planning Steering Committee; and,</p> <p>That City Council DELEGATE authority to the Asset Planning Steering Committee to provide oversight to the implementation of this framework and to amend the guidelines and tools as may be deemed necessary as such guidelines and tools are integrated within the Corporation; and further,</p> <p>That Administration BE DIRECTED to prepare a report for Council's consideration on methods that could be used to accelerate the process for implementation</p>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
March 25, 2019	CR120/2019	C 43/2019	City Clerk	That the report of the City Treasurer regarding the Mayor, Councillors and Appointees 2018 Statement of Remuneration and Expenses BE RECEIVED for information; and further, That in a municipal election year, NO COUNCILLOR SHALL BE PERMITTED to commit to any conferences after the date of an election in a municipal election year; and further, That Administration BE DIRECTED to prepare a report for Council's consideration on a process that would allow all members of Council to access conference materials and summary notes for information purposes, from those Councillors that attend conferences.	
March 25, 2019	CR127/2019	C 41/2019	Manager of Transportation Planning	That Administration REPORT BACK on by-law and Policy recommendations to support a partnership with one or multiple private operators to provide Bike Share Services to the City of Windsor community	
March 25, 2019	CR128/2019	C 41/2019	Manager of Transportation Planning	That Administration BE DIRECTED to report back on funding possibilities for the Bike Share Vision and Goals.	
March 25, 2019	CR137/2019	SCM 76/2019 & S 24/2019	City Solicitor	That the report of the Emergency Planning Officer dated November 9, 2018 entitled CQ-35-2017 Enhancing Response to Vulnerable Populations during Emergencies BE RECEIVED for information; and further, That Administration BE DIRECTED to prepare a report for Council's consideration on options on a go-forward basis in terms of socially vulnerable populations for communication purposes as communications with this group can be difficult due to limited mass media use.	
April 1, 2019	B8/2019	C 226/2018	City Treasurer	That City Council RECEIVE the 2019 Capital Budget 7-Year Plan documents reflective of approx. \$845.104 M in total funding; and... That Administration BE DIRECTED to REPORT BACK to Council regarding the infrastructure deficit and a high-level plan to address it; and, As amended a total of \$240,000 from the 2019 Grant Matching and Inflationary Pressures project (FIN-001-19) be reallocated to: Capitol Theatre Capital Improvements (ENG-010-17) in the amount of \$40,000 for the new Marquee sign and Pedestrian Crossing (OPS-001-19) in the amount of \$200,000 for priority pedestrian crossings as identified in agenda Item 11.14.	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
April 1, 2019	B14/2019	C 188/2018	City Engineer	That Council FORMALLY REQUEST the Lieutenant Governor of Ontario for permission to divest of the City-owned shore wall along Lake St. Clair; and, That Administration FURTHER REPORT BACK with respect to the question regarding possible transfer ownership of shore walls and associated land; and...	
April 1, 2019	B61/2019	Reference #C118	Chief Executive Officer Windsor Library	That the recommended "Addition of Friday Branch Hours" (Budget Issue #2019-0358) in the amount of \$98,412 BE NOT APPROVED , and that it BE FUNDED through one-time dollars and that Administration REPORT BACK in 2020.	
April 15, 2019	CR174/2019 ETPS 670	SCM 118/2019 & S 54/2019	Manager of Transportation Planning	That Administration BE DIRECTED to report back to the Environment Transportation & Public Safety Standing Committee with a Vision Zero Policy for consideration; and, That Administration BE REQUESTED to provide information related to comparisons with other Vision Zero municipalities in Ontario including data and gaps or enhancements that would be required across the Corporation to move forward with a complete policy.	
April 15, 2019	CR183/2019 DHSC 25	SCM 109/2019 & S 50/2019	City Planner	That the report of the Development and Heritage Standing Committee entitled "Zoning By-law Amendment Application for "light repair shop", "retail", and "fitness club" to be permitted on the property known as 400 Erie Street East, and described as Lots 134 to 136, and Pt. Lot 137, Registered Plan 122, Applicant: Storage Stop Ltd. (c/o Christine Davison)" and the three readings for By-law 49-2019 being a By-law to further amend By-law number 8600 cited as the "City of Windsor Zoning By-law" authorized by S 50/2019, adopted April 15, 2019 BE DEFERRED to a future Council meeting to allow for the proponent to work with the Planning Department on a potentially better plan.	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
May 6, 2019	CR204/2019	C 66/2019	City Clerk and Licence Commissioner	<p>That the report of the Manager of By-law Enforcement dated April 3, 2019 entitled "CQ19-2018 – Blitz By-Law Enforcement" BE RECEIVED; and further,</p> <p>That administration BE DIRECTED to prepare a report analyzing whether or not proactive by-law blitz would over time decrease the amount of complaints received, perhaps by engaging a part-time officer one day a month dedicated to such a blitz.</p>	
May 6, 2019	CR210/2019	C 78/2019	Community Development and Health Services Commissioner – Corporate Leader Social Development and Health	<p>That the report from the Commissioner of Community Development and Health Services and the Administrator/Executive Director of Huron Lodge Long-Term Care Home BE RECEIVED for information; and further...</p> <p>That the Chief Administrative Officer and City Clerk BE AUTHORIZED to execute any documents required to establish and participate in the Ontario Health Team, such that any funding does not create an additional annualized cost without the prior approval of City Council, and subject to legal approval by the City Solicitor, financial approval by the City Treasurer, and technical approval by the Community Development and Health Commissioner and Executive Director of Huron Lodge; and further,</p> <p>That Administration BE DIRECTED to provide appropriate reports to City Council as the Ontario Health Team is established in Windsor and Essex County.</p>	
May 6, 2019	CR237/2019	C 72/2019	Deputy License Commissioner/Senior Manager of Policy, Gaming, Licensing and By-Law Enforcement	<p>I. That Council Report No. C72/2019 responding to CQ19-2017 regarding licensing and zoning for short term rental accommodations BE RECEIVED FOR INFORMATION; and,</p> <p>...</p> <p>III. That Administration BE DIRECTED to report back on a licensing regime that would include the legal right to annually inspect Airbnb's without the expressed consent of the homeowner, as a condition of purchasing the license.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
June 3, 2019	CR290/2019	C 69/2019 & C 121/2019	City Treasurer	<p>That Administration BE DIRECTED to draft guidelines for the business improvement associations (BIA's), that would outline in a clear way the reports that Council expects to receive at year-end with respect to annual expenditures, and that these guidelines be drafted IN CONSULTATION with all the BIA's across the city of Windsor as well as the WBIAC advisory committee; and,</p> <p>That Administration UNDERTAKE a review of other BIA's and best practices across Ontario; and further,</p> <p>That Administration BE DIRECTED to develop for Council's consideration and approval, a more robust budget template for all BIA's so that Council has a clear understanding of BIA budgets and expenditures that are in a more transparent manner.</p>	
July 8, 2019	CR322/2019	C 68/2019	Chief Building Official	<p>That a vacant building registry NOT BE IMPLEMENTED at this time and the vacant building initiative (VBD) BE EXTENDED to July 2020; and,</p> <p>That Building Administration CONTINUE TO REVIEW the effectiveness of the VBI program and PROVIDE City Council costing options to maintain permanent pro-active vacant building enforcement as part of the 2020 Building Inspections budget submission; and,</p> <p>That a sixth goal BE ADDED to the 5 program goals listed in the report, specifically "To mitigate visible blight for the affected neighbourhood"; and,</p> <p>That administration BE DIRECTED to report back in 2020 for a more fulsome breakdown of statistics including types of orders issued, which were successful, which were complied with, and that the report ALSO INCLUDE options for a vacant building registry that expressly includes the topic of access, cost recovery, identification, highest fees possible under the law and the shortest timelines.</p>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
July 8, 2019	CR334/2019	SCM 205/2019 & S 102/2019	City Planner	<p>That this Council Report responding to CQ 1-2019 on the benefits and process to designating Walkerville a Heritage Conservation District under the Ontario Heritage Act BE RECEIVED FOR INFORMATION; and,</p> <p>That Administration BE DIRECTED to proceed with the implementation of the Walkerville Heritage Conservation District Study; and,</p> <p>That administration PROVIDE a fulsome report to the Development and Heritage Standing Committee outlining the process, timelines and next steps.</p>	
July 8, 2019	CR339/2019	SCM 211/2019 & S 104/2019	City Planner	<p>That the report of the Development & Heritage Standing Committee dated May 22, 2019 regarding the Ford City Community Improvement Plan Grant Applications made by Various Owners for Various Properties in the Ford City Community Improvement Area, Ward 5 BE DEFERRED to allow Administration to undertake a further review on this matter.</p>	
July 8, 2019	CR340/2019	SCM 183/2019 & S 97/2019	Commissioner of Community Development and Health Services	<p>...That Administration BE DIRECTED to bring the Community Safety and Well-being Plan to City Council and the Windsor Police Services Board in sufficient time to be adopted prior to the Provincial government's deadline of January 1, 2021; and further,</p> <p>That the Commissioner of Community Development and Health Services or her designate BE REQUESTED to provide regular updates to the Community Services and Parks Standing Committee over the process of development and implementation of the Community Safety and Well-being Plan.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
July 8, 2019	CR347/2019	SCM 190/2019 & S 79/2019	Executive Director of Employment & Social Services	<p>...That the Chief Administrative Officer and City Clerk BE AUTHORIZED to execute any agreements, documents and forms required to establish and participate as a Prototype, Service System Manager and/or Direct Delivery Agent, such that any funding does not create an additional annualized City cost without the prior approval of City Council. Authorization would be subject to approval as to legal content by the City Solicitor, as to financial content by the Chief Financial Officer and City Treasurer or designate, and as to technical content by the Community Development and Health Services Commissioner and the Executive Director of Employment & Social Services; and further,</p> <p>That Administration BE DIRECTED to provide appropriate reports and updates to City Council regarding the Ontario Works – Employment Ontario Transformation as information becomes available.</p>	
July 22, 2019	CR385/2019	C 132/2019	City Engineer	<p>... VII. That City Council PRE-APPROVE and AWARD any procurement(s) necessary That are related to the Tecumseh Road storm water study, the design of Banwell Road from Tecumseh Road East to Mulberry Road and the reconstruction of Banwell Road from Tecumseh Road East to Palmetto Street provided That the procurement(s) are within approved budget amounts, pursuant to the Purchasing By-Law 93-2012, and amendment thereto, satisfactory in financial content to the City Treasurer, and in technical content to the City Engineer; and</p> <p>VIII. That the results from the RFP and tender processes BE REPORTED to Council.</p>	
July 22, 2019	CR378/2019	C 137/2019	City Solicitor	<p>...II. That Council APPROVE the key principles around implementation of the Active Transportation Master Plan; and,</p> <p>III. That the implementation plan for the Active Transportation Master Plan BE REFERRED to the 2020 budget for Council's consideration;</p> <p>IV. That administration REPORT BACK to Council during the 2020 budget deliberations with a policy/framework with respect to sponsorship to bring in additional revenues to fund some of the elements outlined in the report specifically paths and trails, current or new.</p>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
July 22, 2019	CR379/2019	C 137/2019	City Solicitor	That Administration BE REQUESTED to report back on the concept of renaming the Windsor Bicycling Committee (WBC) to the Active Transportation Committee including information on a new mandate and terms of reference to reflect the change.	
August 26, 2019	CR413/2019	S 128/2019	Senior Manager of Traffic Operations & Parking	That the report of the Supervisor of Parking Enforcement dated July 8, 2019 entitled "Parking By-law # 9023 amendment to Gross Vehicle Weight Rating and Public Utility Exemption- City Wide" BE REFERRED back to administration to meet with the proponents and consider some of the concerns that the residents have had and PROVIDE some recommendations for safeguards and also consider permitting the trucks that are on call to park on municipal properties.	
August 26, 2019	CR424/2019	S 129/2019	Senior Manager Asset Planning	That City Council RECEIVE and APPROVE the attached Asset Management Plan for the City of Windsor in compliance with Ontario Regulation 588/17 – Asset Management Planning for Municipal ; and further, That the report of the Manager of Asset Planning dated July 8, 2019 entitled "Corporate Asset Management Plan" BE DEFERRED to the 2020 Budget Deliberations to allow Council to consider the additional recommendations in the report.	
October 7, 2019	CR495/2019 Clause 6	C 162/2019	City Engineer	1 – That Council AUTHORIZE administration to negotiate a Municipal Sewer Access Agreement between the City of Windsor and Noventa Energy Partners Ltd. for the purpose of connecting to the City's sanitary sewer trunk line at a designated location along Riverside Drive, satisfactory in form to the City Solicitor, in technical content to the City Engineer, and in financial content to the Chief Financial Officer and City Treasurer; and... 6 – That Council DIRECT administration to report back detailing the outcome of the negotiated agreements and other related matters contained in this report.	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
October 7, 2019	CR518/2019	SCM 358/2019 & S 146/2019	Executive Director of Operations	<p>That this report in response to CQ 12-2019 – Residential Parking Permit Policy BE RECEIVED by Council for information; and,</p> <p>That Council RESCIND the Onstreet Parking Permits for Agencies Policy as adopted in CR418/2004; and,</p> <p>That Council APPROVE the Agency Parking Permit Policy as proposed in Appendix “A”; and,</p> <p>That Administration BE REQUESTED to report back on options to curb the issues with permit parking including but not limited to no parking zones/limited parking/commuter lots and other solutions that administration deems may be good solutions; and,</p> <p>That this information BE FORWARDED to a future meeting of the Environment, transportation and Public Safety Standing Committee.</p>	
October 7, 2019	CR523/2019 ETPS 698	SCM 349/2019 & S 166/2019	City Engineer	<p>I. That the report for East Riverside Flood Risk Assessment, completed by Landmark Engineers Inc. and dated September 3, 2019 BE RECEIVED for information; and</p> <p>II. That implementation of measures to address the vulnerability of the existing flood protection infrastructure outlined in the East Riverside Flood Risk Assessment BE REFERRED to the 2020 budget for Council’s consideration.</p>	
November 18, 2019	CR533/2019 and CR534/2019 Clause V	GP/13047	Chief Financial Officer	V. That Administration BE DIRECTED to report on the financial impacts of cannabis retail in the 2020 budget process; and further...	
November 18, 2019	CR543/2019	S 198/2019	Community Development and Health Commissioner – Corporate Leader, Social Development and Health	...That Administration BE DIRECTED to bring the regional Community Safety and Well-Being Plan to City Council and Essex County Council in sufficient time to be considered prior to the Provincial government’s deadline of January 1, 2021.	
November 18, 2019	CR563/2019	SCM 387/2019 & SCM 328/2019	City Solicitor	<p>That Report No. 20 of the Windsor BIA Advisory Committee – Lane reduction on Wyandotte indicating:</p> <p>That Administration BE REQUESTED to report back on the feasibility of lane reduction on Wyandotte Street East from St. Luke to Lauzon Road in light of the passing of the Active Transportation Master Plan by City Council.</p>	

Outstanding Council Directives Tracking Log

Updated:6/30/2020

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
November 18, 2019	CR564/2019	SCM 388/2019 & SCM 329/2019	Windsor Police Services	That Report No. 21 of the Windsor BIA Advisory Committee – Increasing enforcement on Wyandotte St. East from Devonshire to Lauzon indicating: That Administration from Windsor Police Services BE REQUESTED to report back on the feasibility of increasing enforcement on Wyandotte Street East from Devonshire to Lauzon Road due to excessive speeding along this corridor.	
December 2, 2019	CR601/2019	SCM 417/2019 & SCM 365/2019		That Report No. 2 of the Committee of Management for Huron Lodge indicating: That Administration BE REQUESTED to report back on the history of per diem funding in long term care homes and the comparators relating to the allocation of food per diems in other institutions	
December 2, 2019	CR612/2019	SCM 424/2019 & S 197/2019	Executive Director, Housing and Children's Services	...That the Executive Director of Housing and Children's Services will REPORT BACK to Council should the Ministry of Municipal Affairs and Housing have substantial changes and/or recommendations that are directed by the Minister to be incorporated into Home, Together: Windsor Essex 10 Year Housing and Homelessness Master Plan; and...	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
December 2, 2019	CR608/2019	SCM 412/2019 & S 200/2019	Community Development and Health Commissioner – Corporate Leader, Social Development and Health	<p>That this report from the Executive Director of Housing and Children's Services regarding the Windsor Essex Child Care and Early Years Service System Plan 2020-2025 BE ACCEPTED; and,</p> <p>That the Executive Director of Housing and Children's Services BE AUTHORIZED to submit The Windsor Essex Child Care and Early Years Service System Plan 2020-2025 to the Province of Ontario's Ministry of Education on or before December 31, 2019 as required under the Child Care and Early Years Act; 2014 (CCEYA); and,</p> <p>That the Executive Director of Housing and Children's Services REPORT BACK to Council should the Ministry of Education have substantial changes and/or recommendations that are directed by the Minister to be incorporated into The Windsor Essex Child Care and Early Years Service System Plan 2020-2025; and,</p> <p>That the Executive Director of Housing and Children's Services BE AUTHORIZED to submit subsequent reports/updates on The Windsor Essex Child Care and Early Years Service System Plan 2020-2025 to the Ministry of Education if required; and further,</p> <p>That Administration REPORT BACK to the Community Services and Parks Standing Committee once further analysis is completed regarding the causal data related increase in vulnerability as reported in the Early Development Instrument (EDI) and further analysis in terms of breakdowns of EarlyON programs and usage.</p>	
December 16, 2019	CR621/2019	C 203/2019	City Treasurer	<p>That City Council APPROVE the issuing of a Request for Proposal (RFP), in accordance with Purchasing Bylaw 93-2012 and amendments hereto, for the potential development of a photovoltaic generation Net Metering project on suitable City of Windsor properties; and,</p> <p>That the Council DIRECT Administration to report back on the outcome of the RFP identifying the successful proponent along with a detailed business case analysis.</p>	

Outstanding Council Directives Tracking Log

Updated:6/30/2020

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
January 6, 2020	CR13/2020	SCM 465/2019 & S 177/2019	City Planner	That the report of the Development and Heritage Standing Committee entitled "Walker Power Building, 325 Devonshire Road – Request for Heritage Conservation Easement (Ward 4)" BE DEFERRED to a future meeting of Council, as requested by the Solicitor representing The Walker Power Building Inc., to allow for further consultation with administration related to details of the agreement.	
January 20, 2020	CR40/2020	SCM 485/2019 & S 230/2019	Chief Financial Officer	That the Environment, Transportation & Public Safety Standing Committee sitting as the Transit Windsor Board of Directors APPROVE the Transit Master Plan – More Than Transit (the Plan) as follows: 1. That the Plan BE the roadmap for Transit Windsor from the years 2020 to 2028 to follow with annual reviews and updates; and, 2. That any 2019 operating revenue surplus to a maximum of \$250,000 BE TRANSFERRED to Capital to fund a Garage Feasibility Study in order to implement the plan; and, 3. That the recommendations as set out by Administration for capital and operating needs for 2020 through to 2028 BE DEFERRED to the City of Windsor Annual Operating and Capital Budget with regards to implementation of the plan.	
January 27, 2020	B3/2020	C 5/2020	City Planner	I. That the report of the Planner III – Special Projects dated January 9, 2020 entitled "Response to CR504/2019 requesting all Community Improvement Plans be Provided to Council during Budget Deliberations" BE RECEIVED for information; and, II. That Administration BE DIRECTED to report back to Council with options and process related to a Neighbourhood Residential Rehabilitation Grant Program to the Downtown CIP; and, III. That Administration BE DIRECTED to provide a list of current Community Improvement Plans (CIP), and whether or not these CIPs are funded.	
January 27, 2020	B9/2020	SCM 299/2019 & S 167/2019	City Engineer	That Administration BE DIRECTED to prepare a report for Council's consideration related to options for curbside garbage collection instead of alley collection citywide wherever possible.	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
January 27, 2020	B10/2020	SCM 483/2019 & S 213/2019	City Engineer	That the attached Alley Lighting Policy BE ADOPTED by City Council; and, That the 2020 annual operating and maintenance fee of \$150 per light fixture that will be divided amongst all the properties serviced by the light fixture BE ADDED to the 2020 User Fee Schedule; and, That administration BE REQUESTED to provide a report to a future meeting of the Environment, Transportation & Public Safety Standing Committee regarding a fee structure framework for maintenance standards for alleys in the City.	
January 27, 2020	B58/2020	AFB/13467	Chief Administrative Officer	That Administration BE DIRECTED to implement a Zero Based Participatory Full Council Budget model for the 2021 Budget deliberations and further that a report BE PROVIDED in the Spring of 2020 outlining the parameters and options for a Zero Based Budget model for Council's consideration and decision.	
February 3, 2020	CR44/2020	Communication 7.1.1	City Engineer	That the correspondence from the Ontario Ministry of the Environment, Conservation and Parks dated January 16, 2020 regarding "Application for Approval of Waste Disposal Sites, Amendment to ECA No. 0569-AAFP27-Addition of Jurisdictions, Volume and Waste Receipt Times" BE DEFERRED to a future meeting of Council to allow for Administration to provide further information on this matter.	
February 3, 2020	CR59/2020	SCM 467/2019 & 229/2019	City Planner	That the report of the Development and Heritage Standing Committee entitled "Heritage Alteration Permit for 2161 Riverside Drive – Exterior alterations to the Ross-Struthers House (Ward 2)" BE DEFERRED to a future meeting of Council to allow for further consultation and information from Administration.	

Outstanding Council Directives Tracking Log

Updated:6/30/2020

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
February 24, 2020	CR83/2020	SCM 35/2020, S 236/2019 & C 13/2020	City Solicitor	<p>1. That Traffic By law 9148 BE AMENDED as listed and attached in Appendix 1 of this report; and that Item 17, referring to helmets, BE DELETED.</p> <p>2. That the City Solicitor BE DIRECTED to prepare the necessary documents to amend the by law.</p> <p>3. That Windsor Police Services BE ADVISED of these by law amendments for enforcement as resources allow.</p> <p>4. That, in addition to the upcoming report on scooter/bikeshare programs and licensing, Administration BE DIRECTED to report back to Council within 12 months with a follow-up report on e-scooter experience to date, along with recommended changes to e-scooter rules and policies.</p> <p>5. That Administration BE DIRECTED to conduct a trial period whereby e-scooters will be permitted on the Riverfront Trail paved path; and that the Parks Bylaw 200-2002 BE AMENDED accordingly; and, that the City Solicitor BE DIRECTED to prepare the necessary documents to amend the by law.</p> <p>6. That collapsible e-scooters BE PERMITTED on Transit Windsor buses.</p>	
February 24, 2020	CR99/2020 CR605/2019 CSPS79	SCM 58/2020 & C 160/2019	Corporate Leader – Parks, Recreation & Culture and Facilities	<p>...That the International Relations Committee BE REQUESTED to review the \$25,000 commitment for the You + Me sculpture project due to the updated information regarding the \$50,000 financial commitment to this project by the Rotary Club of Windsor-Roseland;</p> <p>That the International Relations Committee RECONSIDER committing \$25,000 in the You + Me sculpture project; and further,</p> <p>That, in the absence of the International Relations Committee reconsidering a \$25,000 financial commitment, the International Relations Committee REPORT BACK to Council with their plan for the \$25,000 that was previously committed to the You + Me sculpture project.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
March 2, 2020	CR112/2020	SCM 63/2020 & S 1/2020	City Engineer	<p>1. That the report of the Community Energy Plan Administrator dated January 3, 2020 entitled Windsor Residential Deep Energy Efficiency Retrofit Program BE RECEIVED for information.</p> <p>2. That City Council RECEIVE the attached Final Report of the Project Working Team led by Garforth International LLC: City of Windsor Residential Deep Energy Efficiency Retrofit Program.</p> <p>3. That Administration REPORT BACK with a detailed review of corporate risks, benefits, grant opportunities and other relevant program details for Council's consideration prior to the development of Windsor's Residential Deep Energy Efficiency Retrofit (R-DEER) Business Plan.</p>	
March 25, 2020	CR127/2020	C 57/2020	City Treasurer	<p>THAT City Council APPROVE the following measures with regards to the payment of property taxes:</p> <p><input type="checkbox"/> THAT the 3rd Instalment for the 2020 Interim Property Taxes BE CHANGED from April 15, 2020 to June 30, 2020; and,</p> <p><input type="checkbox"/> THAT the 3rd Instalment for the 2020 Interim Property Taxes the months of April, May and June CONTINUE TO BE TAKEN on the scheduled dates unless otherwise cancelled by the property owner; and,</p> <p><input type="checkbox"/> THAT the 3rd Instalment for the 2020 Interim Property Taxes WILL BE CASHED unless otherwise cancelled by the property owner; and,</p> <p><input type="checkbox"/> THAT the 3rd Instalment for the 2020 Interim Property Taxes BE WAIVED through the period ending June 30, 2020; and,</p> <p>THAT THAT THERE BE NO late payment charges in either form, penalty and/or interest through the period ending June 30, 2020; and,</p> <p>THAT the City Solicitor AMEND the 2020 Interim Property Tax By-law as necessary; and,</p> <p>THAT administration REPORT BACK to Council in the first part of June to outline options related to property tax late charges and due dates for Councils consideration.</p>	

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Updated:6/30/2020

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
April 27, 2020	CR149/2020	C 76/2020	City Treasurer	<p>That the results of the email poll conducted by the Deputy City Clerk on April 8, 2020 approving the following recommendation BE CONFIRMED AND RATIFIED:</p> <p>That, consistent with CR 127/2020 which provided all taxpayers property tax relief in the form of an extension for payment of the third interim tax instalment, City Council EXTEND the due date for the 2020 1st quarter remittance of the Municipal Accommodation Tax (MAT) from April 30, 2020 to June 30, 2020; and further,</p> <p>That there WILL BE NO late payment charges in either form, penalty and/or interest through the period June 30, 2020; and further,</p> <p>That the City Solicitor AMEND By-law 133-2018;</p> <p>and further,</p> <p>That administration BE DIRECTED to prepare a report for Council's consideration, as soon as possible, on options available for the City of Windsor to use the Municipal Accommodation Tax (MAT) to help the local hospitality industry as a result of the ongoing COVID-19 pandemic.</p>	
May 4, 2020	CR187/2020 Clause 3, 9 and 10	SCM 67/2020 & S 18/2020	City Engineer	<p>3. That Administration REPORT BACK before the end of 2020 on 1) the feasibility of the City of Windsor reporting on a carbon budget, 2) further expanding asset management tools to consider climate change, and 3) inclusion of climate change considerations into the development of the 2021 corporate budget documents; and,...</p> <p style="text-align: right;">9.</p> <p>That Administration REPORT BACK to Council on climate change mitigation and adaptation initiative partnerships with municipalities within the region and community organizations; and further,</p> <p>10. That Administration BE REQUESTED to provide information to Council on the City of Windsor's carbon footprint in any future reports on climate change.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
May 4, 2020	CR188/2020	SCM 70/2020 & S 210/2019	City Engineer	<p>I) That the update to the Community Gardens on Municipal Property Policy BE APPROVED; and,</p> <p>II) That the CAO BE AUTHORIZED to approve updates to Community Garden Template License Agreements and Community Garden Template License Renewal Agreements; and,</p> <p>III) That the Delegation of Authority Bylaw (208-2008) BE AMENDED to reflect that such authority has been granted; and further,</p> <p>IV) That administration BE DIRECTED to prepare a report for Council's consideration outlining potential opportunities for gap-filling where United Way funding had dropped off in certain neighbourhoods where the gardens were relying on that funding and those groups to keep them going.</p>	
May 4, 2020	CR171/2020	C 34/2020	City Solicitor	<p>That the report of the City Solicitor dated February 26, 2020 entitled "Council Question CQ26/2019 – Noise By-laws" BE RECEIVED for information; and further,</p> <p>That administration, in response to the issue of excessive vehicle noise, BE DIRECTED to AMEND the City of Windsor's Noise By-law #6716 being a by-law respecting the emission of sounds, in order for the by-law to reflect the recent changes made by the City of Toronto to their noise by-laws; and further,</p> <p>That By-law Enforcement and Windsor Police Service BE REQUESTED to undertake regular community blitzes to educate the community and enforce these changes.</p>	
May 4, 2020	CR208/2020	SCM 108/2020 & S 17/2020	City Planner	<p>That the report of the Senior Planner, dated January 28, 2020 entitled "Interim Control By-law Exemption 2020-5 – David & Susan Valihora – 2455 Sydney Avenue – Ward 9" BE REFERRED back to administration to allow for the applicant to meet with administration regarding mitigating factors related to the buffer zone with the residential area in advance of the completion of the study</p>	

Outstanding Council Directives Tracking Log

Updated:6/30/2020

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
May 4, 2020	CR215/2020	SCM 117/2020 & S 187/2019	City Planner	<p>I. That the report of the Planner II – Revitalization & Policy Initiatives dated February 12, 2020 entitled “Administration Response to CQ 17-2019 Regarding 2650 Metcalfe Street” BE RECEIVED for information; and further,</p> <p>II. That the City Planner INFORM the ward councillor of any new development activity or land use applications being proposed on the subject property and REPORT on the same to Council.</p>	
May 25, 2020	CR237/2020	C 88/2020	Chief Financial Officer & City Treasurer	That with regards to the report of the City Treasurer dated May 5, 2020 entitled “Application for Property Tax Relief under Section 357 of the Ontario Municipal Act, 2001” that administration BE DIRECTED to report back to Council with a legal opinion outlining risks, recommendations and options for Council’s consideration	
May 25, 2020	CR242/2020	SCM 128/2020 & S 52/2020	City Planner	That the report of the Development and Heritage Standing Committee of its meeting held April 14, 2020 regarding “Interim Control By-law Exemption 2020-9 SBDRE (Windsor) Holdings Company Ltd. – 1790 Provincial Road”, BE DEFERRED pending the completion of the by-law review and enacted through Council.	
May 25, 2020	CR243/2020	SCM 129/2020 & S 16/2020	City Planner	That the report of the Development and Heritage Standing Committee of its meeting held April 14, 2020 regarding “Interim Control By-law Exemption 2020-4 – 2513821 Ontario Inc. – 3490 Marentette Avenue” BE DEFERRED pending the completion of the by-law review and enacted through Council.	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
May 25, 2020	CR260/2020	SCM 156/2020 & S 7/2020	City Solicitor	<p>That Council DIRECT Administration to issue a Request for Proposal for a Bike share and E-scooter operator(s) without precluding any potential vendors at this time in both scooter and bike share programs to provide an opportunity for those who want to apply for the RFP to do so even if they do not provide both bike share and/or scooter share service based on Model #3 in the administrative report allowing for Multiple Operators, which will allow Council the opportunity to choose from and deliver options at the appropriate time after the RFP has been received; and,</p> <p>That the results of the Request for Proposal BE PRESENTED to Council; and,</p> <p>That the Chief Administrative Officer and City Clerk BE AUTHORIZED to sign an agreement with the successful proponent(s), approved by the City Solicitor as to legal content, the Chief Financial Officer and City Treasurer as to financial content, and the Senior Manager of Transportation Planning as to technical content.</p>	
May 25, 2020	CR261/2020	SCM 157/2020 & S 58/2020	City Engineer	<p>That the report of the Transportation Planning Senior Engineer and Transportation Planning Coordinator dated March 13, 2020 entitled Temporary Traffic Calming Measures (CQ14-2019 CQ15-2019) - City-wide BE REFERRED to the 2021 Budget deliberations; and,</p> <p>That an expedited process for temporary traffic calming measures BE PROVIDED; and,</p> <p>That the updated Traffic Calming Policy also BE PROVIDED to ensure that City Council has all of the information at the appropriate time in order to make a decision.</p>	
May 25, 2020	CR265/2020	C 87/2020	City Planner	<p>That administration BE DIRECTED to report back on other projects in the queue or in the planning stages, that could be accelerated along with any implications, to help alleviate some of the active transportation pressures that the subject neighbourhood is enduring in the area of Wyandotte Street East, including the possibility of lane reductions from 4 lanes to 3.</p>	

Outstanding Council Directives Tracking Log

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
May 25, 2020	CR267/2020	C 86/2020	Chief Financial Officer & City Treasurer	That the report of the City Treasurer dated April 28, 2020 entitled "2020 Business Improvement Area Budget and Levy approvals" BE DEFERRED to the June 15, 2020 meeting of Council, in light of the ongoing pandemic, to allow opportunity for the BIA's to submit if they so wish, revised budgets to administration by a date to be determined by the City Treasurer.	
June 15, 2020	CR313/2020	C 88/2020	Chief Financial Officer & City Treasurer	That the report of the City Treasurer dated May 5, 2020 entitled "Application for Property Tax Relief Under Section 357 of the Ontario Municipal Act, 2001" BE DEFERRED until such time as the corresponding in camera report on this matter is dealt with by Council.	
June 15, 2020	CR315/2020	C 68/2020	Corporate Leader – Parks, Recreation & Culture and Facilities	That the report of the Manager – Parks Development, dated April 1, 2020 entitled "E-Scooters in Parks" BE DEFERRED until the spring of 2021 as a pilot project for 2020 would be limited due to the Covid-19 pandemic.	
June 25, 2020	CR330/2020	C 130/2020	City Solicitor	<p>1. That the response to CR323-2020 BE RECEIVED for information, AND</p> <p>2. That Council APPROVES the Walkerville BIA Parklet and Curbside Cafe Pilot Project for the 2020 cafe season, as outlined in this report, AND</p> <p>3. That Administration BE DIRECTED to prepare a report outlining the results of this project, to be included in the 2021 Budget documents for possible continuation and expansion of the program, AND</p> <p>4. That Council APPROVES the waiving of Meter Bag fees for the 2020 cafe season, as outlined within the Financial Matters section of this report.</p>	

Clerk's Note: The listing of items prior to January 1, 2011 should not be considered complete at this point in time.

Clerk's Note: This summary chart is not intended to replace the actual minutes of all proceedings.



**United Way
Centraide**
Windsor-Essex County

July 10, 2020

Dear Mayor Dilkens and Members of Council

In these unprecedented times, we have seen our region pull together in an amazing way to help those who have been impacted by COVID-19. We want to thank the City of Windsor staff and frontline workers for everything they have done, and for Council and the Mayor's leadership during this crisis.

In May 2020, United Way was allocated \$926,800 in federal funding for community investment and was more recently approved for an additional \$382,500 to address emerging needs, totaling \$1,309,300 for our region as part of the Emergency Community Response Fund. The Windsor-Essex Community Foundation and the Red Cross of Canada also received a portion of this federal funding to distribute locally.

Over the past month, United Way received 57 applications totaling \$3,552,453 in funding requested to support vulnerable community members in Windsor and Essex County. The Windsor Essex Community Foundation has also faced unprecedented demand for support from social service partners. United Way is currently reviewing its second round of applications and will announce final investments on July 27, 2020. This funding will support agencies until the end of the fiscal year, March 31, 2021.

We recognize the financial pressure that the City of Windsor is facing. Our own organization and many non-profits across our region face similar pressures due to the pandemic. That being said, the need in our region is unprecedented.

In the report before Council, a surplus has been identified in the City's portion of the region's poverty reduction strategy, Pathway to Potential (P2P). From our understanding, this surplus emerged from the pausing of services and programs due to COVID-19. We are hoping that a conversation can occur around the redirection of those funds to some of the agency requests that United Way is unable to fund. United Way stands ready to coordinate efforts with City Administration and hopefully together we can provide additional support to those in need in Windsor and Essex County.

United Way/Centraide Windsor-Essex County

300 Giles Boulevard East, Unit A1, Windsor, ON N9A 4C4

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I welcome you to contact me to discuss how we can, once again, stand stronger together in service of our city's most vulnerable residents.

Sincerely

A handwritten signature in black ink, appearing to read "L. Goddard". The signature is fluid and cursive, with the first letter of each word being capitalized and prominent.

Lorraine Goddard
CEO United Way/Centraide Windsor-Essex County
lgoddard@weareunited.com | M: 519-791-7337

July 9, 2020

Delivered via email

Office of the Mayor and City Council
City of Windsor
350 City Hall Square
Windsor, Ontario N9A 6S1

Dear Mayor Dilkens and City Councillors:

RE: Council Report C134/2020

Thank you for the opportunity to provide feedback regarding this report. I would have preferred the option to present as a delegation remotely, in order to answer any questions that you may have. I hope City Council amends its remote meeting protocol to allow citizens to more fully participate in council meetings.

This report is recommending the surplus in the Pathway to Potential P2P budget be transferred to the Recreation and Transportation budget. While I understand there is considerable concern over the City Council budget deficit, as noted by our Mayor, there is a clear onus on the federal and provincial governments to provide fiscal relief for the deficits created during the COVID-19 crisis.

The P2P budget surplus was created because of the COVID-19 crisis, where normal services were suspended. As we move out of restricted contact, there will be an opportunity to resume some of the previous programs. There is also an opportunity to create innovative programming to address the needs of low income residents in Stage 2 activity. The lack of public space and activities has been particularly hard on these residents because they lack the financial means to replace normal activities and find alternative revenues.

We need more cooling centres that are accessible in low income neighborhoods. The lack of access to internet services has been especially difficult, especially when most community services are only available remotely. For instance there is an opportunity to create wi-fi zones in low income neighbourhoods. The change in United Way funding of neighbourhood hubs has also had an impact which could be addressed. These are just a few suggestions which would improve the quality of life for our low income residents.

Furthermore, when the provincial government lifts the ban on evictions, there will be a flood of tenants seeking financial assistance to maintain their housing. This demand will exceed the modest support available through the Housing Stability Program. This ban may be lifted by the end of July.

If COVID-19 has taught us anything, it is this: We are all in this together. The impact of a dramatic increase in homelessness resulting from mass evictions will exceed the capacity of our existing shelters to respond. The financial and familial upheaval caused by evictions can be avoided if there is effective

A Joint Service of the Faculty of Law, University of Windsor and Legal Aid Ontario

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intervention prior to eviction. If we are concerned about containing the spread of COVID-19 we must look ahead and avoid situations like this which will jeopardize the progress we have made to date.

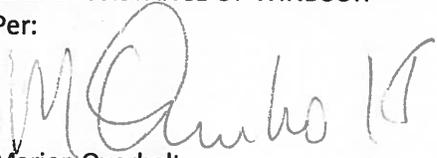
Therefore, I urge you to preserve the P2P surplus and dedicate it to programs targeted for low income residents. Our budget planning must reflect our recognition that low income residents, including many marginalized groups have been adversely affected by COVID-19 and their recovery will require increased fiscal and program support.

Thank you for the opportunity to provide this input.

Yours very truly,

LEGAL ASSISTANCE OF WINDSOR

Per:

A handwritten signature in black ink, appearing to read "M Overholt". The signature is written in a cursive style with a large initial "M" and a stylized "O".

Marion Overholt
Executive Director

MO:lep