

**Interim Development Charges Task Force -
Sandwich South Planning District (SSPD)
Meeting held March 7, 2018**

A meeting of the Interim Development Charges Task Force – SSPD is held this day commencing at 3:00 o'clock p.m. in the Council Chambers, 3rd floor, City Hall, there being present the following members:

Councillor Hilary Payne, Chair
Councillor Rino Bortolin
Councillor Chris Holt
Councillor Ed Sleiman
Tony Rosati (Non-voting)

Also present are the following administrative personnel:

Craig Binning, Project Director, HEMSON Consulting Ltd.
Julia Cziraky, Day-to-Day Consultant, HEMSON Consulting Ltd.
Jim Abbs, Planner III
Tony Ardovini, Deputy Treasurer – Financial Planning
Michael Cooke, Manager, Planning Policy
Natasha Couvillon, Manager, Performance Measurement
Dwayne Dawson, Executive Director, Operations
Anna Godo, Engineer III
Wes Hicks, Senior Manager, Infrastructure, & Geomatics
Joe Mancina, City Treasurer
Chris Manson, Senior Manager of Pollution Control
John Revell, Chief Building Official
Gary Rossi, Vice President of Enwin Water Operations
France Isabelle Tunks, Senior Manager Development Projects, R.O.W.
Wira Vendrasco, Deputy City Solicitor
Pat Winters, Development Engineer
Mark Winterton, City Engineer
Karen Kadour, Committee Coordinator

1. Call to Order

The Committee Coordinator calls the meeting to order at 3:02 o'clock p.m. and the Task Force considers the Agenda being Schedule "A" ***attached*** hereto, matters which are dealt with as follows:

2. Election of Chair

The Committee Coordinator calls for nominations from the floor for the position of Chair. Councillor Holt nominates Councillor Payne, seconded by Councillor Bortolin. The Committee Coordinator asks if there are further nominations from the floor. Seeing none, the Committee Coordinator asks Councillor Payne if he accepts. Councillor Payne accepts and assumes the Chair.

Moved by Councillor Holt, seconded by Councillor Bortolin,
That Councillor Payne **BE ELECTED** Chair of the Interim Development Charges Task Force – Sandwich South Planning District.
Carried.

4. Business Items

The presentation entitled “City of Windsor Interim Development Charges Study for the Sandwich South Planning District – Task Force Meeting #1” provided by Craig Binning and Julia Cziraky, HEMSON Consulting Inc. is distributed and **attached** as Appendix “A”. The highlights of the presentation are as follows:

- Development charges (DC) are fees imposed on developments to fund “growth-related” capital costs.
- Development charges pay for new infrastructure and facilities to maintain service levels.
- The principle is “growth pays for growth” so that the financial burden is not borne by existing tax/rate payers.
- The City of Windsor passed the Development Charges By-law 60-2015 in June 2015 which imposed City-wide development charges for General Services and Engineering Services. This By-law expires on June 1, 2020.
- City to examine an areas specific development charge (ASDC) By-law for the Sandwich South Planning District (SSPD).
 - Set ASDC rates for Engineered Services only
 - Existing City-wide DC By-law will still apply in SSPD
 - Anticipate aligning by-laws as part of the 2020 update
- The Sandwich South ASDC to be limited to engineered services such as:
 - Roads
 - Sanitary Sewage - Linear, Pollution Control to be covered by existing City-Wide DC
 - Water Services (Enwin) – Linear & Storage, Water Supply to be covered by existing City-Wide DC
- ASDC study to exclude Airport and Solar Farm lands
- Growth within the study area to 2036 will occur within the East Pelton and County Road 42 Secondary Plan areas.
- Key steps in passing a DC Bylaw includes the following:

- Release DC background study 60 days prior to by-law passage
- Advertise public meeting
- Release DC study and proposed by-law
- Hold statutory public meeting of Council
- Receive feedback and amend proposed charges and by-law if warranted
- Determine if additional public meeting is required
- By-law passage by Council

Councillor Holt refers to the possibility of the new megahospital and asks, as this structure is a regional institution, are there opportunities to receive funding from surrounding municipalities. C. Binning replies the legislation does not provide for this.

Councillor Holt states in terms of population projections, what has changed, and what was the process to gather the numbers, specifically in the Sandwich South Lands (indicated on slide 11 of the presentation). C. Binning states the development that has been summarized relates to the secondary plan areas for East Pelton and County Road 42 and the lands within those that have been designated both for residential and non-residential.

Councillor Holt asks if we are projecting population growth or population shifting. C. Binning responds that in these areas it is anticipated there will be new dwelling units and populated growth. As the development of the land occurs, there will be infrastructure needs. There are some general services for a flat population and not really changing and development can make use of capacity being freed up by decline of the base population. It is related to the land being developed and the population occurring with the land from which the infrastructure needs arise.

In response to a question asked by Councillor Sleiman regarding if all development charges in the city will expire in 2020, C. Binning recommends that the by-law be implemented and allow it to have the maximum potential life so, when the City moves to update the city-wide by-law in late 2019, that consideration be given to updating both by-laws.

Councillor Sleiman asks if the consultant will be working with the Planning Department, City Engineers, and the Windsor Utilities Commission. C. Binning states they have met with the key departments and are looking for them to identify infrastructure and development needs in the area.

Councillor Bortolin refers to the Preliminary Residential Development Forecast and asks how the breakdown – residential versus employment was developed. C. Binning states in terms of the development of these numbers, they looked at the land areas in each of the two areas. The land areas are designated according to those that are available to accommodate single detached units and multiple and high density units. East Pelton has a target density ratio for the single family and looked at the development potential according to the lands designated by each of the types of activities and density assumptions.

In response to a question asked by Councillor Bortolin regarding if the lands for high density, multi-use units are baked into Planning Policy and could the lands be used for single detached units. C. Binning replies the method in which the numbers were developed is consistent with the planning policies and documents related to the secondary plan area and it is assumed the lands were designated for these types of uses.

Councillor Bortolin questions if there is a definitive answer regarding if the new megahospital will be required to pay development charges. W. Vendrasco responds this question has been examined and adds the hospital will be subject to development charges.

Tony Rosati states that it is projected that 4,500 residential units will be built between the years 2018-2036, which averages to 250 units being built annually. He asks how this compares to the current build units. J. Revell responds development was slow in the area of the airport lands and notes 100 houses were built in 2017.

The Chair indicates (as identified in slide 10 of the presentation) that the charges to the study area or brown area (East Pelton and County Road 42) do not apply to the green area of the Town of Tecumseh transfer lands. He questions if the development charges approved in 2015 will apply to the brown area. C. Binning replies the existing city-wide development charges apply to any development within the city. He adds Sandwich South was not included in the denominator of the calculations because it was not known and the vast majority of the infrastructure that was identified as providing benefit to Sandwich South was removed from the calculations. He further notes the intent is to recognize that development in the Sandwich South area is resulting in incremental addition of infrastructure that is beyond what's required for servicing elsewhere in the city. However, there is some potential within some sub components such as sewage treatment for some overlaps and that will be accounted for in the calculations to net out any double counts.

The Chair asks if the charges for the brown areas will be the only charges for that area. C. Binning indicates the charges for the brown areas will be subject to the existing city-wide development charges as that covers a full range of services that are not being examined at this time.

The Chair questions if there will be duplicate engineering charges for the brown area. C. Binning responds there are still components within the city-wide engineering occurring within the two brown areas, so there will be charges within the city-wide, i.e. road infrastructure, plus what will be discovered in the area specific findings. They will need to ensure infrastructure costs are only included once.

In terms of next steps, C. Binning advises the draft background study in its entirety including a calculation of the findings will be provided at the next meeting to be held on May 10, 2018.

J. Mancina states an administrative report will be provided for the May 10, 2018 meeting, which will be circulated, to City Council in advance of the meeting.

5. Adjournment

There being no further business, the meeting is adjourned at 3:58 o'clock p.m.

CHAIR

COMMITTEE COORDINATOR

AGENDA
and Schedule “A” to the minutes of the meeting of the
**INTERIM DEVELOPMENT CHARGES TASK FORCE – SANDWICH
SOUTH PLANNING DISTRICT**
held Wednesday, March 7, 2018
at 3:00 o’clock p.m.
Council Chambers, City Hall

1. **CALL TO ORDER**
Introduction of members

2. **ELECTION OF CHAIR**

3. **DECLARATIONS OF CONFLICT**

4. **BUSINESS ITEMS**
Presentation by Hemson Consulting Ltd.
 - a. What are Development Charges?
 - b. Development Charges in Windsor
 - c. Area-Specific Development Charges Study Process
 - d. Preliminary Draft Development Forecast
 - e. Capital Program: Considerations and Information Needs
 - f. Next StepsQuestions and Discussion

5. **ADJOURNMENT**