

### Office of the Commissioner of Economic Development Planning & Development Services

### ZONING BY-LAW AMENDMENT APPLICATION

#### **INSTRUCTIONS**

#### Verify that you are using the most current application form.

- Section 1: Before this application can be submitted, you must complete both Stage 1 and Stage 2 Planning Consultation Applications.
- Section 2: During the Stage 2 process, any required studies must be completed and submitted for review and comment. The final studies for Stage 2 must be included with this application and the proposal must remain unchanged.
- 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. Please note that an application to amend the Official Plan or an application for Plan of Subdivision/Condominium are the only applications that will be accepted for processing concurrently with a Zoning Amendment.
- 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.
- 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: Please refer to the Stage 2 Planning Consultation letter for details regarding the fees needing to be paid.
- 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.

Other: Read, complete in full, and sign Schedules A & E.

Submit application form and supporting information to the Senior Steno Clerk at Planning & Development Services, Suite 210, 350 City Hall Square West, Windsor ON N9A 6S1 or planningdept@citywindsor.ca

Do not email the application and documents to a staff planner.

#### **CONTACT INFORMATION**

Planning & Development Services Suite 210 350 City Hall Square West Windsor ON N9A 6S1

Web Site: www.citywindsor.ca

Email: planningdept@citywindsor.ca

Telephone: 519-255-6543

Fax: 519-255-6544

### **ZONING BY-LAW AMENDMENT PROCESS**

The application will be terminated without notice after 60 days of inactivity. 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. Direct all questions to the assigned Planner. The process is generally as follows:

- 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, you 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 may make 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 Council Services of the date, time, and location of the Council meeting. Call 311 or contact Council Services at 519-255-6211 or clerks@citywindsor.ca.
- 9. The application may be placed on the Consent Agenda of the Council Meeting, a part of the meeting where Council approves several 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, Council Services 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 Ontario Land Tribunal (OLT) through Council Services. 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. Contact Council Services at 519-255-6211 or clerks@citywindsor.ca.
- 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, to apply, and to pay the fee to remove the holding symbol.

#### **CONTACT INFORMATION**

Planning & Development Services Suite 210 350 City Hall Square West Windsor ON N9A 6S1 Telephone: 519-255-6543

Email: planningdept@citywindsor.ca

Fax: 519-255-6544

#### PLANNING CONSULTATION – Completion of Stage 2 Planning Consultation (Stage 2 Application) must be completed before this application can be submitted. Has the Planning Consultation Stage 2 Application been completed? NO □ YES File Number: PC-Staff Use Only Signature of Staff Planner **Date of Consultation** ☐ Frank Garardo ☐ Jim Abbs Tracy Tang Justina Nwaesei ☐ Simona Simion Laura Strahl Brian Nagata Adam Szymczak REQUIRED SUPPORTING INFORMATION as Identified in the Planning Consultation Stage 2 Process: For each document, provide one paper copy, and where possible, one digital copy on a USB flash drive or by email. All drawings or plans shall be in letter size (8.5 x 11 inches) in JPG and PDF format. All other documents shall be in Word and PDF format. All PDF documents shall be flattened with no layers. 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. If you are submitting a companion application submit only one set of documents. Staff Use Only Sketch of Subject Corporation Profile □ Deed or Land (see Section 11) Offer to Purchase Report (see Section 8) ☐ Environmental Environmental **Built Heritage** Archaeological Site Assessment Impact Study **Evaluation Report** Assessment - Stage 1 Lighting Study Guideline Plan Floor Plan and Geotechnical Study Elevations Micro-Climate Study Planning Rationale Noise Study ☐ Market Impact Report Assessment Storm Sewer Study ☐ Species at Risk Record of Site Condition Sanitary Sewer Study Screening (see Schedule E) Transportation Transportation Storm Water ☐ Topographic Impact Study Impact Statement Retention Scheme Plan of Survey ☐ Vibration Study Urban Design Study ☐ Tree Survey Study Tree Preservation Other Required Information: Study

### 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:	Raymax Construction Ltd.	Contact:	Tony Azar	
Address:	12714 Riverside Drive East		Name of	Contact Person
Address:	Tecumseh, ON			e: N8N 1A3
Phone:	519 995 9800			
Email:	tonyazar333@gmail.com			
Registered	d Owner Same as Applicant			
Name:		Contact:		Contact Person
Address:				
				e:
Email:				
•	horized by the Owner to File the Appli Pillon Abbs Inc.	•	Tracey Pillo	n-Abbs, RPP
Address:	23669 Prince Albert Road	,	Name of 0	Contact Person
Address:			Postal Cod	e: N7M 5J7
Phone:	226-340-1232			
Email:	tracey@pillonabbs.ca			
4. COM	PANION APPLICATIONS			
Are you subm	nitting a companion Official Plan Amendment app	olication?	NO 🔳 Y	ES 🗌
Are you subm	nitting a companion Plan of Subdivision/Condomi	inium applicatio	on? NO 🔳 Y	ES 🗌
	ent proposal requires site plan approval, that appass been considered by City Council and the app			ter the zoning

2025 March 3

## 5. SUBJECT LAND INFORMATION

Municipal	3025 Rivard Avenue		
Address	Windsor, ON		
Legal	PT BLK E PL 1636 WINDSOR DESIGNATED AS PART 1 ON PLAN 12R-21843; CITY OF WINDSOR		
Description	BLK E PL 1636 WINDSOR BEING PTS 1 & 2 12R17820; S/T R411272; CITY OF WINDSOR		
Assessment	070-440-14501		
Roll Number			
If known, the d	ate the subject land was acquired by the current owner:		
Frontage (m)	18.29 m <u>Irregular</u> Area (sq m) 1,511.8 m2		
Official Plan Designation	"Residential" according to Schedule "D – "Land Use"		
Current Zoning	zoned "Residential District 1.1 (RD1.1)" on Map 11 of By-Law 8600		
Existing Uses	Currently vacant parcel of land		
If known, the le	engths of time that the existing uses have continued: unknown		
Previous Uses	The previous use was vacant land for an institutional use		
(outdoor greenspace for a place of worship).			
List the names subject land:	and addresses of the holders of any mortgages, charges, or other encumbrances in respect of the		
If yes, des	easements or restrictive covenants affecting the subject lands? NO \( \subseteq \) YES \( \bar{\bar}\) cribe the easement or restrictive covenant and its effect:  asement [Part 1, Plan 12R-17820 (Bell Canada)		
	he subject land ever been subject of: <i>(leave blank if unknown)</i> an application for a Plan of Subdivision or Consent: NO  YES File:		
	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#:		

## 6. DESCRIPTION OF AMENDMENT

Amendment to Zoning By-law from:	"Residential District 1.1 (RD1.1)"		
	site-specific Residential District 3.1 (RD 3.1- S.20(1)XXX)		
	ne Applicant intends to develop the Site for residential use.		
Describe the nature and extent of the lt is proposed to construct a ne	ne amendment(s) being requested: www 2-storey multiple dwelling with a total of 8 residential dwelling units.		
On-site parking for 9 spaces is prop	posed, located in front of the proposed building, with access from Rivard Avenue.		
The tenure of the units v	will be rentals.		
Why is this amendment or these amendment purpose of the amen	nendments being requested?  Indment is to permit more housing as part of intensification		
and infilling.			
Explain how the amendment to the  See Planning Rationale Report	Zoning By-law is consistent with the Provincial Policy Statement:		
- Occ Flamming Pationale Report			
Explain how the application conform  See Planning Rationale Report	ns to the City of Windsor Official Plan:		
If this application is to remove land that deals with this matter:	from an area of employment, details of the official plan or official plan amendment		
See Planning Rationale Report	See Official Plan Amendment		

# 7. EXISTING BUILDINGS / STRUCTURES ON SUBJECT LAND

Are	there a	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.	PR	OPOSED BUILDINGS / STRUCTURES ON SUBJECT LAND
		OPOSED BUILDINGS / STRUCTURES ON SUBJECT LAND  opose to build any buildings or structures on the subject land?
	you pro	opose to build any buildings or structures on the subject land?
Do	you pro	opose to build any buildings or structures on the subject land?  Continue to Section 9  Indicate the type of building or structure and, in metric units, the setback from the front lot line, rear lot line
Do	you pro	Continue to Section 9 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.
Do	you pro	Continue to Section 9 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.
Do	you pro	Continue to Section 9 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.
Do	you pro	Continue to Section 9 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.
Do	you pro	Continue to Section 9 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.

9.	ACCESS TO SU	BJECT LAND		
Indicat	e if access to subject la	nd is by: <i>(check all that ap<sub>l</sub></i>	ly)	
■ Mu	unicipal Road	☐ Provincial High	ay Another public	c road or a right-of-way
☐ Wa	ater - If access to the su and provide the ap public road:	bject land is by water only oproximate distance in met	describe the parking and docking ic of these facilities from the subje	facilities used or to be used ect land and the nearest
	MATER CANIT	ADV CEMACE AN	STORM DRAINAGE	
		water will be provided to th	e subject land by:	
	ublicly owned & operated			
	ivately owned & operate			
	ivately owned & operate			
□ Of	her	erenta de la composição d		
SANI	TARY - Indicate wheth	ner sewage disposal will be	provided to the subject land by:	
■ Pu	ublicly owned & operate	d sanitary sewage system		
☐ Pr	ivately owned & operate	ed individual septic system	- See Note below	
☐ Pr	ivately owned & operate	ed communal septic systen	- See Note below	
□ Of	ther			
Note:	systems, and more th	an 4.500 litres of effluent v	rivately owned and operated indivi ould be produced per day as a res ptions Report and a Hydrogeologi	sult of the development
STO	RM DRAINAGE - Inc	dicate whether storm drains	ge will be provided by:	
		ches	Other	

#### 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

The amendment type and corresponding application fees are identified in the Planning Consultation Stage 2 process.

Fees are subject to change. Payment options will be provided when the application is ready to be deemed complete. If the Applicant has chosen to not complete both stages of the Planning Consultation process, the Base Fee below is doubled.

### **APPLICATION FEE**

Amendment Type	Code	Minor Rezoning	Major Rezoning
Base Fee	53001	\$2,323.50	\$3,120.10
GIS Fee	63024	+ \$50.00	+ \$50.00
E-Permitting Fee	25164	+ \$40.00	+ \$40.00
Total City of Windsor Fees		<b>=</b> \$2,413.50	= \$3,210.10

### Essex Region Conservation Authority (ERCA) Fee

Code 53023

If the subject land is in the Limit of Regulated Area, an ERCA fee based on type of application will be added to the Total City of Windsor Fees above. The ERCA fee is separate from any fees for a permit or clearance required by ERCA. The ERCA Fee Schedule is available <a href="here">here</a>.

OTHER FEES - The following fees are not due at this time but may be charged in the future:

**Renotification Fee** 

Code 53016

\$2,644.60

Required when an applicant requests a deferral after notice of a public meeting has been given.

**Legal Fee - Servicing Agreement** 

Code 63002

\$709.52.64 plus \$50 per unit, lot, or block

Required when the preparation of a servicing agreement is a condition of approval.

13. PROPOS	SED PUBLIC CONSULTATION	N STRATE	SY Y
Select or describe	your proposed strategy for consulting with	the public with re	spect to the application:
Required Publ	ic Consultation (Public Notice & Public Me	eting as required	per the Planning Act)
Open House	■ Website □ Other		
As part of a public cons	ultation strategy, in addition to the statutory public meet	ing, an informal in perso	on and electronic public open house was held with
area residents and pr	roperty owners on June 4, 2025, from 6:00 pm to 7	:00 pm at the Ambass	sador Community Church, 3033 Rivard Ave,
Windsor and	d via Zoom.		
14. SWORN	DECLARATION OF APPLIC	ANT	
Complete in the pr you must be able t identity.	resence of a Commissioner for Taking Affi to see, hear and communicate with the Co	davits. If the decla mmissioner and s	ration is to be administered remotely, how documentation that confirms your
<sub>I.</sub> Tony Azar		. solemnly declar	re that the information required under
	ario Regulation 545/06 and provided by th	-	
	that accompany this application is accurat		
was in accordance	e with Ontario Regulation 431/20, and I ma	ake this solemn de	claration conscientiously believing it to
be true, and know	ing that it is of the same force and effect a	s if made under o	ath.
x T	gnes a	Town	of Tecumseh
	Signature of Applicant	Locat	on of Applicant at time of declaration
	e presence of a Commissioner For Taking Affidavits		
This declaration	on was administered remotely in accordan		
Declared before m	ne	_ at the _Munic	ipality of Chatham-Kent
	Signature of Commissioner		Location of Commissioner
this 2nd	<sub>day of</sub> October	, 20_25	_
day	month	year	
,	PLACE AN IMPRINT OF YOUR STAMP BELC	W	
Tracey Lynn	Cecilia Pillon-Abbs, a Commissioner, etc.,		

## READ & COMPLETE SCHEDULES A & E IN FULL & SIGN

Province of Ontario, for Pillon Abbs Inc.

Expires August 4, 2026

## **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.

Tony Azar	_, am the registered owner of the land that is
Name of Registered Owner	
subject of this application for an amendment to the City of Winds	sor Zoning By-law and I authorize
Pillon Abbs Inc.  Name of Agent	_ to make this application on my behalf.
X Town En	October 2, 2025
Signature of Registered Owner	Date
If Corporation - I have authority to bind the corporation	
A2. Authorization to Enter Upon the Subject La	nds and Premises
Name of Registered Owner	
hereby authorize the Development and Heritage Standing Common Corporation of the City of Windsor to enter upon the subject land application form for the purpose of evaluating the merits of this a inspections on the subject lands that may be required as a conditional condition.	ds and premises described in Section 5 of the application and subsequently to conduct any
X Town &	October 2, 2025
Signature of Registered Owner	Date

SCHEDULE A CONTINUES ON NEXT PAGE

If Corporation - I have authority to bind the corporation

## 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

X

I acknowledge that I have read and understand the above statements:

October 2, 2025

Date

END OF SCHEDULE A
COMPLETE SCHEDULE E ON NEXT PAGE

## **SCHEDULE E – Environmental Site Screening Questionnaire**

Prev	vious 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