



THE CITY OF WINDSOR
 PLANNING & BUILDING SERVICES DEPARTMENT
 Suite 210, 350 City Hall Sq. W., WINDSOR, ONTARIO N9A 6S1
 Tel: 519-255-6543 ext. 6436 or ext. 6450 Fax: 519-255-6544

APPLICATION FOR A MINOR VARIANCE OR PERMISSION FORM

The undersigned hereby applies to the Committee of Adjustment for the Corporation of The City of Windsor under Section 45 of the Planning Act, 1990, as amended, for relief, as described in this application, from

PLEASE INDICATE - By-Law No. 85-18 8600 3072 250-2004 170-2012

Please provide the name of the representatives you consulted and the date of your consultation.

STEP 1 - CONSULTATION WITH ZONING COORDINATOR

- Zoning-Co-ordinator Consultation - Date complete 03/31/2021
- Ana Lukas- alukas@citywindsor.ca Connor Cowan- ccowan@citywindsor.ca
- Other: _____

STEP 2 - CONSULTATION WITH PLANNER

- Development Planner (Questions 7-12) Date complete 04/21/2021
- Simona Simion ssimion@citywindsor.ca Melissa Gasic mgasic@citywindsor.ca
- Jason Campigotto icampigotto@citywindsor.ca George Robinson grobinson@citywindsor.ca
- Other: _____

Secondary contacts (to be consulted in specific circumstances)

- Development, Projects & Right-of-Way Name _____ Date _____
- Heritage Planner, Planning and Building Name _____ Date _____
- Transportation Planner Name _____ Date _____
- Windsor-Essex Health Unit Name _____ Date _____
- Essex Region Conservation Authority Name _____ Date _____
- Windsor Police Service (Barry Horrobin) Name _____ Date _____

ACKNOWLEDGEMENTS REGARDING CONSULTATION PROCESS

I hereby acknowledge that consultation does not represent approval or denial of this application.

Dated: 04/22/2021 Signed: B. Breault

STEP 3 - SUBMIT APPLICATION

Applications and information for the Committee of Adjustment process may be found on the city of Windsor website: <https://www.citywindsor.ca/residents/planning/Plans-and-Community-Information/City-Council-and-Committees/Committees-Headed-by-Planning/Committee-of-Adjustment/Pages/Committee-of-Adjustment.aspx>
(MENU ON LEFT HAND SIDE - APPLICATIONS)

Please be advised that your application **MUST** be fully complete (do not leave any unanswered questions) it **MUST** be commissioned prior to submission (page 4, Declaration). We review the application for completeness and clarity **ONLY**, any errors in your submission or incomplete applications, may result in a deferral or not move forward to the meeting due to insufficient or lack of information, and could result in re-submission fees on your behalf.
When submitting your digital application please provide the subject line with the following information
: COA Submission - location address or Roll number (e.g. COA Submission 344 street name - Minor Variance OR Severance)

Please email your submission to the Secretary-Treasurer, Committee of Adjustment
 Jessica Watson jwatson@citywindsor.ca

Once our office is in receipt of your **complete application** (all drawings, and any related materials) and fee, you will be advised under separate email of the scheduled meeting date, time and information on how to join the hearing.

1		Application Information		Business Telephone No.	
Name of ALL Owners		Contact No.		519-969-3762	
Habitat for Humanity				Postal Code	
Windsor-Essex Inc.				NBX 3C3	
Address				Business Telephone No.	
51 Edinborough St.				519-969-3762	
Windsor ON				Fax No.	
E-Mail Address:				519-969-7832	
Name of Contact Person/Agent (if different than owner)		Contact No.			
Pamela Breaugh		519-995-4822			
Address		Postal Code			
51 Edinborough St.		NBX 3C3			
Windsor, ON		Postal Code			
E-Mail Address: pbreaugh@habitatwindsor.org					
Date application submitted to the City of Windsor.					
Building Permits 03/19/2021 / orig. minor variance 04/22/2021					
3		Present Official Plan Provisions applying to the land:			
		03/19/2021			
4		Present Zoning By-law provisions applying to the land:			
		04/22/2021			
5		Nature and extent of relief applied for: (you MUST list each By-law Section etc. and relief requested)		8600/Section 24.28	
		NO parking space. Very narrow lot, rear parking off non paved alley not available. w/o curbs cuts there is plenty of street parking while maintaining integrity of CIP.			
6		State why it is NOT possible to comply with the provisions of the by-law. (Must be complete)			
		30' lot would require a home that would not fit into the FORD CITY CIP while still allowing Partner Families sufficient space. Non paved alley so rear parking cannot occur.			
7		Legal Description of the Subject Land(s)			
Municipality		Street Name		Street Address	
Windsor		St. Luke Rd.		1464	
Concession Number(s)		Registered/reference Plan No.		Lot/Part No.(s)	
864		8			
Parcel No.					
8		Dimensions of Land Affected: THIS SECTION MUST BE COMPLETE		Lot Area	
Lot Frontage/Width		Depth		278.71 m ²	
30'		100'		Yes	
9		Access (check appropriate space)		No	
		Provincial Highway		<input type="checkbox"/>	
		Municipal road, maintained all year		<input checked="" type="checkbox"/>	
		Municipal road, seasonally maintained		<input type="checkbox"/>	
		Other public road		<input type="checkbox"/>	
		Right of way		<input type="checkbox"/>	
		Water only. If yes, the docking facilities to be used and the approximate distance of these facilities from the subject land and the nearest public road		<input type="checkbox"/>	
10		Water Supply		Publicly owned and operated piped water system... <input checked="" type="checkbox"/>	
				Privately owned and operated... <input type="checkbox"/>	
				Individual or communal well... <input type="checkbox"/>	
				Lake or other water body... <input type="checkbox"/>	
				Other... <input type="checkbox"/>	
11		Sewage Disposal		Publicly owned and operated piped sewage system... <input checked="" type="checkbox"/>	
				Privately owned and operated individual or communal septic tank system... <input type="checkbox"/>	
				Pit, privy, or other... <input type="checkbox"/>	
12		Storm Drainage		Municipal Sewers <input type="checkbox"/>	
				Ditches or Swales <input type="checkbox"/>	
				Other (specify) (in process of having engineered storm water management system approved). <input checked="" type="checkbox"/>	

13	The existing uses of the subject land: Vacant land NOTE: legal non-conforming use applications <u>must</u> provide evidence to support its status to the Planning Department (Zoning Coordinator and Planner).		
14	The proposed uses of the subject land: Detached Residential unit (Affordable Housing)		
15	Whether any buildings or structures are proposed to be built on the subject land. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown If the answer to item 15 is yes, for each building or structure please provide on the drawing submitted the type of building or structure, the setback from the front lot line, rear lot line, and side lot lines, the height in metres of the building or structure and the dimensions or floor area of the building or structure. Date the subject land was acquired by the current owner. 07/30/2018 <input type="checkbox"/> Unknown The date the existing buildings or structures on the subject land were constructed. N/A <input type="checkbox"/> Unknown The length of time that the existing uses of the subject land have continued. <input checked="" type="checkbox"/> Unknown		
19	If known, whether the subject land has ever been the subject of an application under section 45 of the Act? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Unknown		
20	If yes, describe briefly: Year: _____ Type of Relief: _____ If known, whether the subject land is the subject of an application under the Act for approval of a plan of subdivision or a consent? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Unknown		
21	If yes, the status of the application: Applications submitted without the noted requirements will be considered incomplete and will be returned. <u>Minimum Standards for Drawings:</u> Ontario Regulations 200/96 of the Planning Act provides the requirement of a sketch showing the following: Its: 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, indicating the distance of the buildings or structures on the subject land, indicating the distance of the buildings or structures from the front yard lot line, rear yard lot line and side yard lot lines. c) The approximate location of all natural and artificial features on the subject land and on land that is adjacent to the subject land that, in the opinion of the applicant, may affect the application. Examples include buildings, railways, roads, watercourses, drainage ditches, river or stream bands, wetlands, wooded areas, wells and septic tank. d) The current uses on land that is adjacent to the subject land. e) The location, width and name of any roads withing 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 is by water only, the location of the parking and docking facilities to be used. g) The location and nature of any easement affecting the subject land. The required sketch map has been included with this application form. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Included <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	Not Applicable <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>

Note: Drawings must be in metric units.

Examples of acceptable drawings can be obtained upon request.

DECLARATION:

I/WE, Pamela Breaux H (Habitat for Humanity of the City of Windsor) in the County of Essex on this

day of _____, 20____. **SOLEMNLY DECLARE** that all statements contained in this application are true and I/WE 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 and by virtue of the Canada Evidence Act.

(Sign) _____

(Sign) _____

DECLARED BEFORE ME at the _____ of _____ in the _____ of _____, 20____.

_____ A Commissioner etc.

***** THIS SECTION MUST BE COMPLETE**

RECEIPT OF APPLICATION/AUTHORIZATION TO PROCESS

This application has been received and is accepted for processing, as the application is complete.

Secretary-Treasurer (or Designate) _____ Date: _____

FOR AGENTS – The owner must complete and sign this authorization if you have been assigned to act on their behalf

AUTHORIZATION:

TO: The Secretary-Treasurer of The Committee of Adjustment for the City of Windsor.

DATE: _____, 20____.

I (We) (Owners of the subject lands) _____, hereby authorize of the (municipality where you reside) _____, and instruct (agent(s)) _____ to submit an application to the Committee of Adjustment 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)

ALL SECTIONS MUST BE COMPLETED AND SIGNED

PERMISSION TO ENTER:

TO: The Secretary-Treasurer of The Committee of Adjustment for the City of Windsor.

DATE: May 4, 2021

I hereby authorize the members of the Committee of Adjustment and/or members of the staff of The City of Windsor to enter upon the subject lands and premises for the purpose of evaluating the merits of this application. This is their authority for doing so.

Location of Lands: 1464 St. Luke (North of Semihole St.)

Signed: P Breaux H

NOTICE WITH RESPECT TO COLLECTION 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 to the Committee of Adjustment. The name and business address of the applicant and/or authorized agent is public information. The address of the property, which is the subject of the application, is also public information. Please be advised that any personal information i.e. name and address may become part of a public record in an electronic form, i.e. web site and/or paper format, i.e. agenda or minutes.

Dated: April 22/2021

Signed: P. Beault
Signature of Applicant and/or Agent

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. Additional information can be found at the following website <https://www.ontario.ca/page/development-and-infrastructure-projects-and-endangered-or-threatened-species> or by contacting MNRF at the following:

MNRF_Av1.Planners@ontario.ca
Ontario Ministry of Natural Resources and Forestry
Aylmer District
615 John Street North
Aylmer, ON N5H 2S8
Tel: 519-773-9241

Dated: April 22/2021

Signed: P. Beault
Signature of Applicant and/or Agent

USER FEE SCHEDULE 2021

Minor Variance/Permission Applications Only:

- a) Residential – Base Fee \$2,449.00
 ERCA (to be determined prior submission)..... \$ (115.00) additional
 GIS..... \$ 50.00 = **\$2,499.00**
- b) Commercial, Institutional or Industrial Uses – Base Fee \$2,449.00
 ERCA (to be determined prior submission)..... \$ (115.00) additional
 GIS..... \$ 50.00 = **\$2,499.00**
- c) Signs – Base Fee..... \$2,345.00
 GIS..... \$ 50.00 = **\$2,395.00**
- d) Fences – Base Fee \$2,345.00
 GIS..... \$ 50.00 = **\$2,395.00**

Legal Non-Conforming Uses – PROVIDE PROOF OF CURRENT USE

- a) All Application Changes – Base Fee \$2,534.75
 ERCA (to be determined prior to submission)..... \$ (115.00) additional
 GIS..... \$ 50.00 = **\$2,584.75**
- b) Engagement or extension of a building..... \$2,449.00
 ERCA (to be determined prior to submission)..... \$ (115.00) additional
 GIS..... \$ 50.00 = **\$2,584.75**

MISCELLANEOUS FEES:

- Notification fee when deferred at request of applicant – Cost recovery at time of request by applicant \$ 508.20
- Special hearing by request of applicant – Cost recovery at time of request by applicant..... \$ 480.25

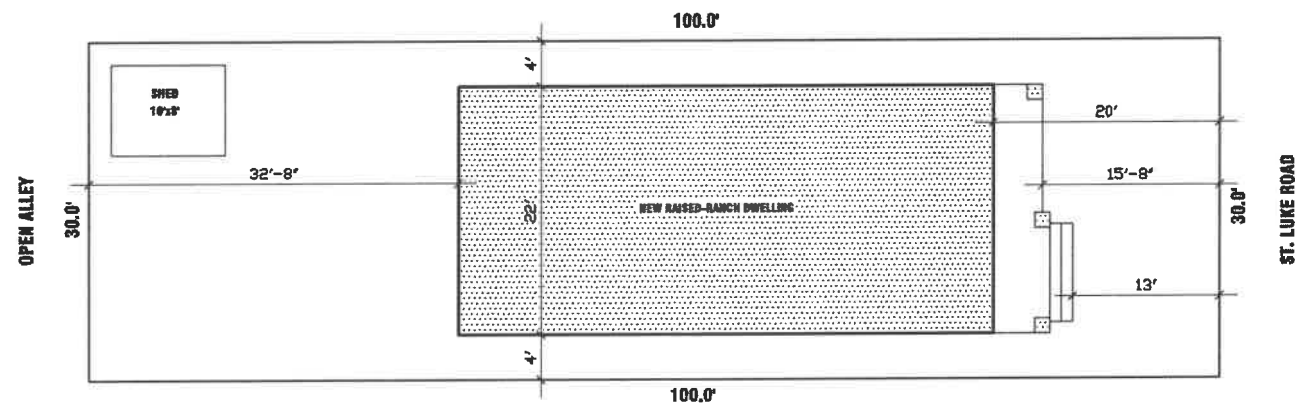
TENTATIVE 2021 MEETING SCHEDULE

Please refer to your Notice of Hearing to confirm the time and place of your hearing.

HEARING DATES	TIME	LOCATION (TENTATIVE)	DUE DATE FOR APPLICATIONS
January 21, 2021	3:30 p.m.	Electronic Participation	January 4, 2021
February 25, 2021	3:30 p.m.	Electronic Participation	January 25, 2021
March 18, 2021	3:30 p.m.	Electronic Participation	February 25, 2021
April 22, 2021	3:30 p.m.	Electronic Participation	March 29, 2021
May 20, 2021	3:30 p.m.	Electronic Participation	April 26, 2021
June 17, 2021	3:30 p.m.	Electronic Participation	May 25, 2021
July 15, 2021	3:30 p.m.	Electronic Participation	June 21, 2021
August 19, 2021	3:30 p.m.	Electronic Participation	July 26, 2021
September 16, 2021	3:30 p.m.	Electronic Participation	August 23, 2021
October 21, 2021	3:30 p.m.	Electronic Participation	September 27, 2021
November 18, 2021	3:30 p.m.	Electronic Participation	October 25, 2021
December 16, 2021	3:30 p.m.	Electronic Participation	November 22, 2021

PLEASE SUBMIT YOUR APPLICATION NO LATER THAN NOON ON THE DUE DATE.

1464 St. Luke



SITE PLAN	JUNE 1, 2020
SCALE: 3/32" = 1'-0"	HABITAT - ST. LUKE, WINDSOR

Seminole St

ST. LUKE Rd



INDUSTRIAL/
COMMERCIAL
BUILDINGS

100'

sidewalk
- 100' curb