



# The Corporation of The Town of Amherstburg

271 SANDWICH ST. SOUTH  
AMHERSTBURG, ONTARIO  
N9V 2A5

PLANNING SERVICES DEPARTMENT  
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Website: [www.amherstburg.ca](http://www.amherstburg.ca)

June 4, 2025

Re: File **A/17/25**  
Decision Made on Application for Minor Variance of  
**Windsor Essex Community Housing Corporation, c/o D.C. McCloskey**  
**Engineering Ltd., Agent**  
**340 & 346 Victoria Street South (Roll Nos. 3729-080-000-09500 & 09400)**

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In compliance with Subsection 10 of Section 45 of The Planning Act, R.S.O. 1990, Chapter P.13, I enclose herewith a certified copy of the decision of the Committee of Adjustment with regard to the above noted file.

Please be advised that the last day for filing an appeal is **June 24, 2025**.

Subsection (12) of Section 45 of The Planning Act states that the applicant, the Minister, a specified person or any public body may within 20 days of the making of the decision appeal to the Tribunal against the decision of the Committee by filing with the Clerk of the municipality a notice of appeal setting out the objection to the decision and the reasons in support of the objection accompanied by payment to the Minister of the fee charged by the Tribunal as payable on an appeal from a committee of adjustment to the Tribunal.

The letter of appeal and other documents from the application file will be forwarded to the Ontario Land Tribunal. The Ontario Land Tribunal may hold a hearing of which notice will be given to such public bodies or persons and in such manner as the Tribunal may determine.

When the final date for appeal has passed and no notice of appeal is given, the decision of the Committee of Adjustment is final and binding and the applicant will be so notified and a certified copy of the decision will be filed with the Clerk of the Municipality.

Yours truly,

Janine Mastronardi, Secretary-Treasurer

COMMITTEE OF ADJUSTMENT  
DECISION OF COMMITTEE WITH REASONS  
RE APPLICATION FOR MINOR VARIANCE

*The Planning Act, R.S.O. 1990, Chapter P.13, Subsection 45(8), As Amended*

(a) Name of approval authority	TOWN OF AMHERSTBURG COMMITTEE OF ADJUSTMENT		
(b) Name of applicant	RE AN APPLICATION BY	(b)	Windsor Essex Community Housing Corporation, c/o D.C. McCloskey Ltd., Agent
(c) Brief description	LOCATION OF PROPERTY	(c)	340 & 346 Victoria Street South (Roll Nos. 3729-080-000-09500 & 09400)
(d) As set out in application	<p>PURPOSE OF APPLICATION: (d The applicant is requesting relief from Zoning By-law 1999-52, as amended, Section 3(23)(g) which provides for yards where parking is permitted and states that for multiple residential dwellings parking shall be permitted in “all yards provided that no multiple residential dwelling, part of any parking area, rowhouse other than a driveway, is located closer than 6 m (19.68 ft) to any street line and no closer than one metre (3.3 ft) to any side lot line.”</p> <p>The applicant is proposing the reconfiguration and resurfacing of the existing parking lot that services the Windsor Essex Community Housing Corporation residential buildings at 340 and 346 Victoria Street South. The existing parking area currently encroaches onto the Town ROW, the redesign of the parking lot will improve this by providing a setback of 0.2 m (8”). The redesign will also provide for an increase of 19 additional parking spaces and better flow of the parking area for residents and emergency services.</p> <p>Therefore, the amount of relief requested is 5.8 m (19.01 ft) in setback from the street line for a parking area for a multiple residential dwelling.</p> <p>The redevelopment of the parking lot is required to also go through the site plan control process to ensure orderly development of the site.</p> <p>The subject property is designated Medium Density Residential in the Town’s Official Plan and zoned Residential Multiple First Density (RM1) Zone in the Town’s Zoning By-law.</p>		
(e) Date of decision	CONCUR in the following decision and reasons for decision made on the (e) 4 <sup>th</sup> day of June, 2025		
	DECISION: <b>APPROVED</b>		
(f) State conditions to be satisfied before granting of Minor Variance	CONDITIONS - This decision has been made subject to the following condition: (f)		

(g) State reasons for decision

REASONS FOR DECISION: (g) The Committee, having considered the evidence presented, and having reviewed the plans and correspondence on file, is satisfied that the variance request is minor in nature, will not impact the character of the neighbourhood, and is keeping with the intent of the Official Plan and Zoning By-law.

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Terris Buchanan

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Anthony Campigotto

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Debbie Rollier

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Josh Mailloux

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Don Shaw

ORIGINAL DOCUMENT SIGNED

CERTIFICATION

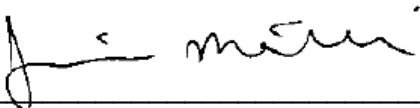
*The Planning Act, R.S.O. 1990, Chapter P.13, Subsection 45(10), As Amended*

(h) Name of approval authority

I, **Janine Mastronardi, Secretary-Treasurer** of the (h) **Town of Amherstburg** certify that the above is a true copy of the decision of the approval authority with respect to the application recorded therein.

(i) Name & address of approval authority

Dated the 4<sup>th</sup> day of June, 2025



Secretary-Treasurer  
Town of Amherstburg Committee of Adjustment  
3295 Meloche Rd, Amherstburg, ON N9V 2Y8