



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information <input type="checkbox"/>	Recommendation X	Decision Request <input type="checkbox"/>	Councillor Activity <input type="checkbox"/>
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To: Mayor Zebian and Members of West Hants Regional Municipality Council

Submitted by: _____
Alex Dunphy, Senior Planner

Date: March 24, 2026

Subject: Rezoning: Clifton Avenue, Windsor (PID 45049921);
File # 25-26B

LEGISLATIVE AUTHORITY

Municipal Government Act Section 210

RECOMMENDATION

Should Council wish to approve the amendment following Public Hearing, the following motion would be in order:

... that Council gives Second Reading and approves amending Schedule A of the Windsor Land Use By-law to rezone a portion of PID 45049921 on Clifton Avenue in Windsor from the Low Density Residential (R-1) zone to the Medium Density Residential (R-2) zone as shown in the report #25-26 to the Planning and Heritage Advisory Committee dated February 12, 2026.

BACKGROUND

Property X	Public Opinion <input type="checkbox"/>	Environment <input type="checkbox"/>	Social <input type="checkbox"/>	Economic <input type="checkbox"/>	Councillor Activity <input type="checkbox"/>
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An application was received from Dave LeRiche on November 28, 2025. The application is to rezone a portion of the subject property from Low Density Residential (R-1) to Medium Density Residential (R-2) to allow for subdivision and a six-unit residential development.

DISCUSSION

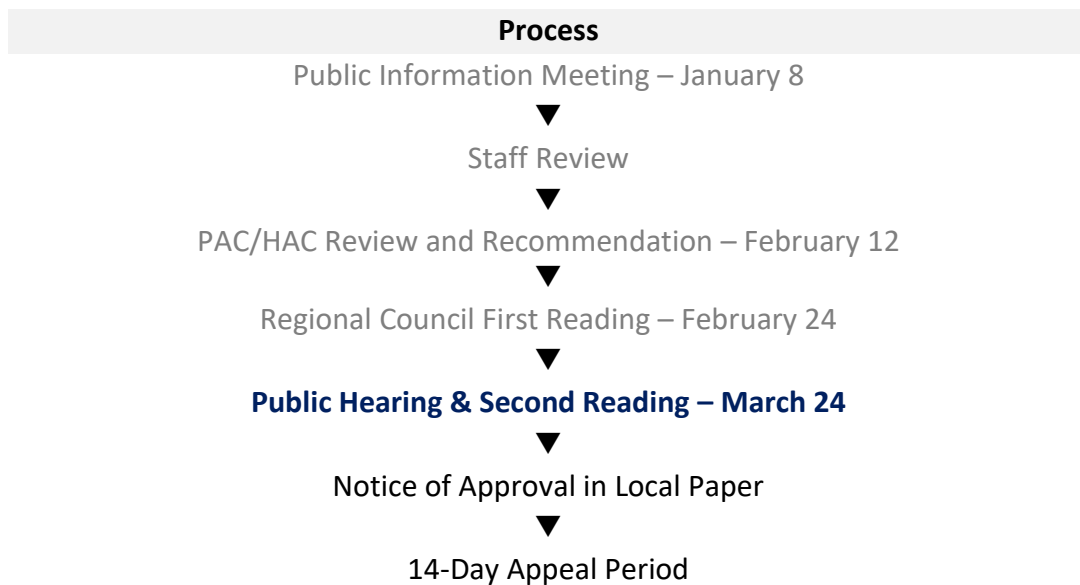
A Public Information Meeting was held on January 8, 2026. Eight (8) members of the public attended the meeting and staff did not receive any correspondence from the public during the following comment period. One member of the public asked about on-site parking requirements and if the project had an affordable housing component.

On February 12, 2026, staff presented a recommendation report to the Planning and Heritage Advisory Committee (PAC/HAC) (Appendix A). The Committee discussed the potential appearance of the final development, the request for a stormwater management plan from staff, and if the existing development was contingent on this project or vice versa.

On February 24, 2025, staff presented the PAC/HAC recommendation to Council for First Reading (Appendix A). During the meeting, Council recommended in favour of the application.

NEXT STEPS

The anticipated process for this application is as follows:



FINANCIAL IMPLICATIONS

There are no financial implications to the Municipality or residents with regard to the filing of this report.

ALTERNATIVES

In response to this application, Council may:

- approve the amendment as drafted or as specifically revised by direction of Council;
 - refuse the amendment as drafted, citing the criteria that Council considers not to be met;
- or

- provide alternative direction, such as requesting further information on a specific topic.

APPENDIX

Appendix A 2026-02-24 Staff Report: Rezoning: Clifton Avenue, Windsor (PID 45049921); File # 25-26A

CHIEF ADMINISTRATIVE OFFICER REVIEW

I support the recommendation.

Report Prepared by: _____

Alex Dunphy, Senior Planner

Report Approved by: _____

Kari Fougere, Acting Director of Planning and Development

Report Approved by:  _____

Mark Phillips, Chief Administrative Officer

**Appendix A – 2026-02-24 Staff Report:
Rezoning: Clifton Avenue, Windsor (PID 45049921); File # 25-26A**



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information <input type="checkbox"/>	Recommendation X	Decision Request <input type="checkbox"/>	Councillor Activity <input type="checkbox"/>
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To: Mayor Zebian and Members of West Hants Regional Municipality Council

Submitted by: _____
Alex Dunphy, Senior Planner

Date: February 24, 2026

Subject: Rezoning: Clifton Avenue, Windsor (PID 45049921);
File # 25-26A

LEGISLATIVE AUTHORITY

Municipal Government Act Section 210

RECOMMENDATION

To allow the requested rezoning, staff recommend that the Council forward a positive recommendation by passing the following motions:

... that Council gives First Reading and will hold a Public Hearing to consider amending Schedule A of the Windsor Land Use By-law to rezone a portion of PID 45049921 on Clifton Avenue in Windsor from the Low Density Residential (R-1) zone to the Medium Density Residential (R-2) zone as shown in the report #25-26 to the Planning and Heritage Advisory Committee dated February 12, 2026.

BACKGROUND

Property X	Public Opinion <input type="checkbox"/>	Environment <input type="checkbox"/>	Social <input type="checkbox"/>	Economic <input type="checkbox"/>	Councillor Activity <input type="checkbox"/>
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An application was received from Dave LeRiche on November 28, 2025. The application is to rezone a portion of the subject property from Low Density Residential (R-1) to Medium Density Residential (R-2) to allow for subdivision and a six-unit residential development.

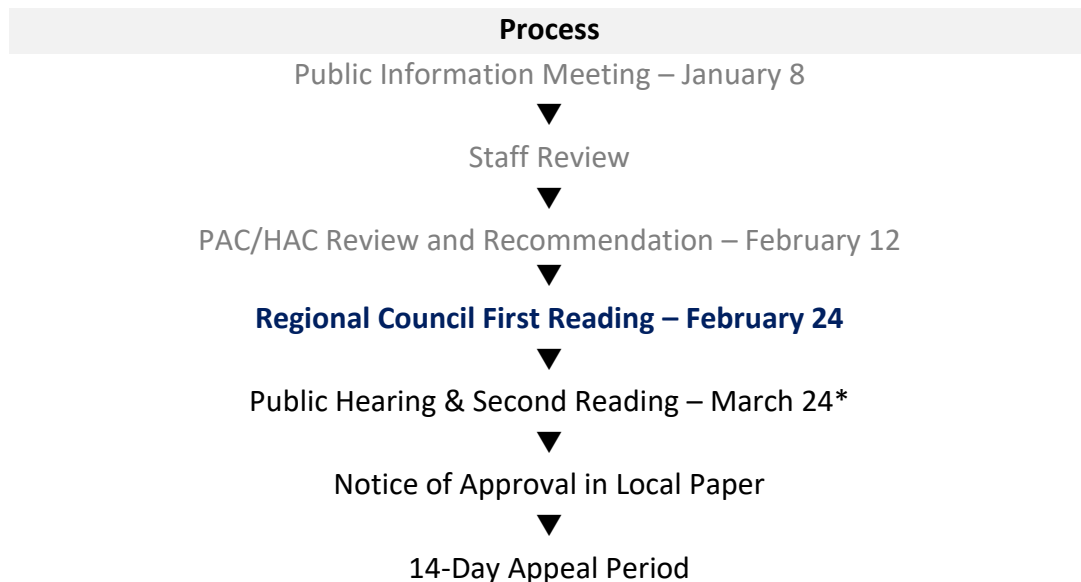
DISCUSSION

A Public Information Meeting was held on January 8, 2026. Eight(8) members of the public attended the meeting and staff did not receive any correspondence from the public during the following comment period. One member of the public asked about on-site parking requirements and if the project had an affordable housing component.

On February 12, 2026, staff presented a recommendation report to the Planning and Heritage Advisory Committee (PAC/HAC) (Appendix A). The Committee discussed the potential appearance of the final development, the request for a stormwater management plan from staff, and if the existing development was contingent on this project or vice versa.

NEXT STEPS

The anticipated process for this application is as follows:



*final dates are set by Council

FINANCIAL IMPLICATIONS

There are no financial implications to the Municipality or residents with regard to the filing of this report.

ALTERNATIVES

In response to this application, Council may:

- hold First Reading and authorize a Public Hearing to approve the rezoning or as specifically revised by direction of Council;

- hold First Reading and authorize a Public Hearing to refuse the rezoning, citing the criteria that Council consider not to be met; or
- provide alternative direction such as requesting further information on a specific topic.

APPENDIX

Appendix A 2026-02-12 Staff Report: Rezoning: Clifton Avenue, Windsor (PID 45049921); File # 25-26

CHIEF ADMINISTRATIVE OFFICER REVIEW

I support the recommendation for First Reading.

Report Prepared by: _____

Alex Dunphy, Senior Planner

Report Approved by: _____

Kari Fougere, Acting Director of Planning and Development

Report Approved by:  _____

Mark Phillips, Chief Administrative Officer

**Appendix A – 2026-02-12 Staff Report:
Rezoning: Clifton Avenue, Windsor (PID 45049921); File # 25-26**



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information <input type="checkbox"/>	Recommendation X	Decision Request <input type="checkbox"/>	Councillor Activity <input type="checkbox"/>
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To: Members of Planning and Heritage Advisory Committee (PAC/HAC)

Submitted by: _____
 Alex Dunphy, Senior Planner

Date: February 12, 2026

Subject: Rezoning: Clifton Avenue, Windsor (PID 45049921);
 File # 25-26

LEGISLATIVE AUTHORITY

Municipal Government Act Section 210

RECOMMENDATION

Staff recommends that the PAC/HAC forward a positive recommendation by passing the following motion:

...that PAC/HAC recommends that Council give First Reading and hold a Public Hearing to consider amending Schedule A of the Windsor Land Use By-law to rezone a portion of PID 45049921 on Clifton Avenue in Windsor from the Low Density Residential (R-1) zone to the Medium Density Residential (R-2) zone as shown in the report #25-26 to the Planning and Heritage Advisory Committee dated February 12, 2026.

BACKGROUND

Property X	Public Opinion <input type="checkbox"/>	Environment <input type="checkbox"/>	Social <input type="checkbox"/>	Economic <input type="checkbox"/>	Councillor Activity <input type="checkbox"/>
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An application was received from Dave LeRiche on November 28, 2025. The application is to rezone a portion of the subject property from Low Density Residential (R-1) to Medium Density Residential (R-2) to allow for subdivision and a six-unit residential development.

DISCUSSION

The subject lot is designated Residential on the Generalized Future Land Use Map (GFLUM) of the Windsor Municipal Planning Strategy (WMPS) (Figure 1). The subject lot is zoned Low Density Residential (R-1) on Schedule A of the Windsor Land Use By-law (WLUB) (Figure 2).

Surrounding Context

Surrounding properties are all designated Residential, aside from one lot across Clifton Ave, which is designated Community Use. The surrounding residential properties are zoned Low Density Residential (R-1) to the south and east of the subject lot and both Medium Density Residential (R-2) and High Density Residential (R-3) zoned properties exist to the north. The lot to the west is zoned Open Space and is host to the Clifton Museum Park.

Municipal Planning Strategy Review

Policy 5.1.3 of the WMPS is the primary enabling policy to be considered for this application. This policy provides Council with the ability to consider rezoning areas zoned Low Density Residential (R-1) to Medium Density Residential (R-2), within the Residential designation. The full list of criteria is included with this report in Attachment A. In summary, the proposal meets the criteria as:

- the proposal is considered compatible with the residential character of the area;
- adequate on-site parking can be provided;
- the proposal provides safe access to the site; and
- adequate landscaping and recreational or open space can be provided.

Policy 16.3.1 of the WMPS establishes the general criteria that must be considered for all rezoning applications. The full list of criteria is included with this report in Attachment A. In summary, the proposal meets the criteria as:

- the proposal is not considered premature or inappropriate for the area;
- no municipal costs related to the proposal are anticipated; and
- the Development Officer, Manager of Building and Fire Inspection Services, Public Works Engineering Division, and Area Manager from the Nova Scotia Department of Public Works have no concerns which have not been addressed in this report.

MUNICIPAL CLIMATE CHANGE ACTION PLAN

The subject lot is not identified in the Municipal Climate Change Action Plan (MCCAP) for Windsor (2014) as being affected on either the Inland Flooding Map or the Sea Level Rise Modeling Map.

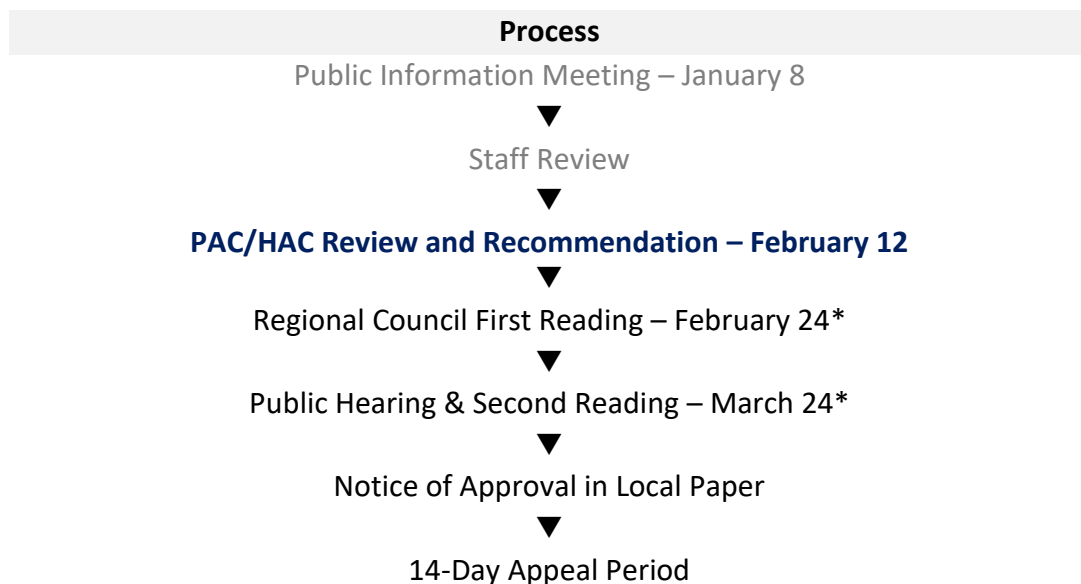
Property owners are responsible for ensuring that their lot is suitable for the proposed uses.

PRELIMINARY SITE PLAN INCLUSION

During the PIM, a member of the Planning and Heritage Advisory Committee requested to see the site plan included with the application. Rezoning applications do not require for the applicant to provide a site plan and are not intended to be evaluated based on a site plan submitted for the proposed development. In this case, the applicant agreed to include the preliminary site plan as Figure 4 in this report. This inclusion is for information purposes only.

NEXT STEPS

As noted above, the proposed rezoning has been considered within the context of both the specific and general policies of the WMPS, and is consistent with the intent, objectives, policies and criteria of the WMPS. As a result, it is reasonable to consider rezoning a portion of the subject property from Low Density Residential (R-1) to Medium Density Residential (R-2) to allow for subdivision and a six-unit residential development, at PID 45049921 on Clifton Avenue in Windsor.



*final dates are set by Council

FINANCIAL IMPLICATIONS

There are no financial implications to the Municipality or residents with regard to the filing of this report.

ALTERNATIVES

In response to this application, PAC may:

- recommend that Council hold First Reading and authorize a Public Hearing to approve the rezoning or as specifically revised by direction of PAC/HAC; or
- recommend to Council to provide alternative direction such as requesting further information on a specific topic.

ATTACHMENTS

Figure 1	Windsor GFLUM Extract
Figure 2	Windsor Zoning Map Extract
Figure 3	Windsor Proposed Zoning Map Extract
Figure 4	Preliminary Site Plan *For Information Purposes*
Attachment A	Policy Summary
Attachment B	Public Information Meeting Notes

Report Prepared by: _____

Alex Dunphy, Senior Planner

Report Approved by: _____

Kari Fougere, Acting Director of Planning and Development

Figure 1 – Windsor GFLUM Extract



Figure 2 – Windsor Zoning Map Extract

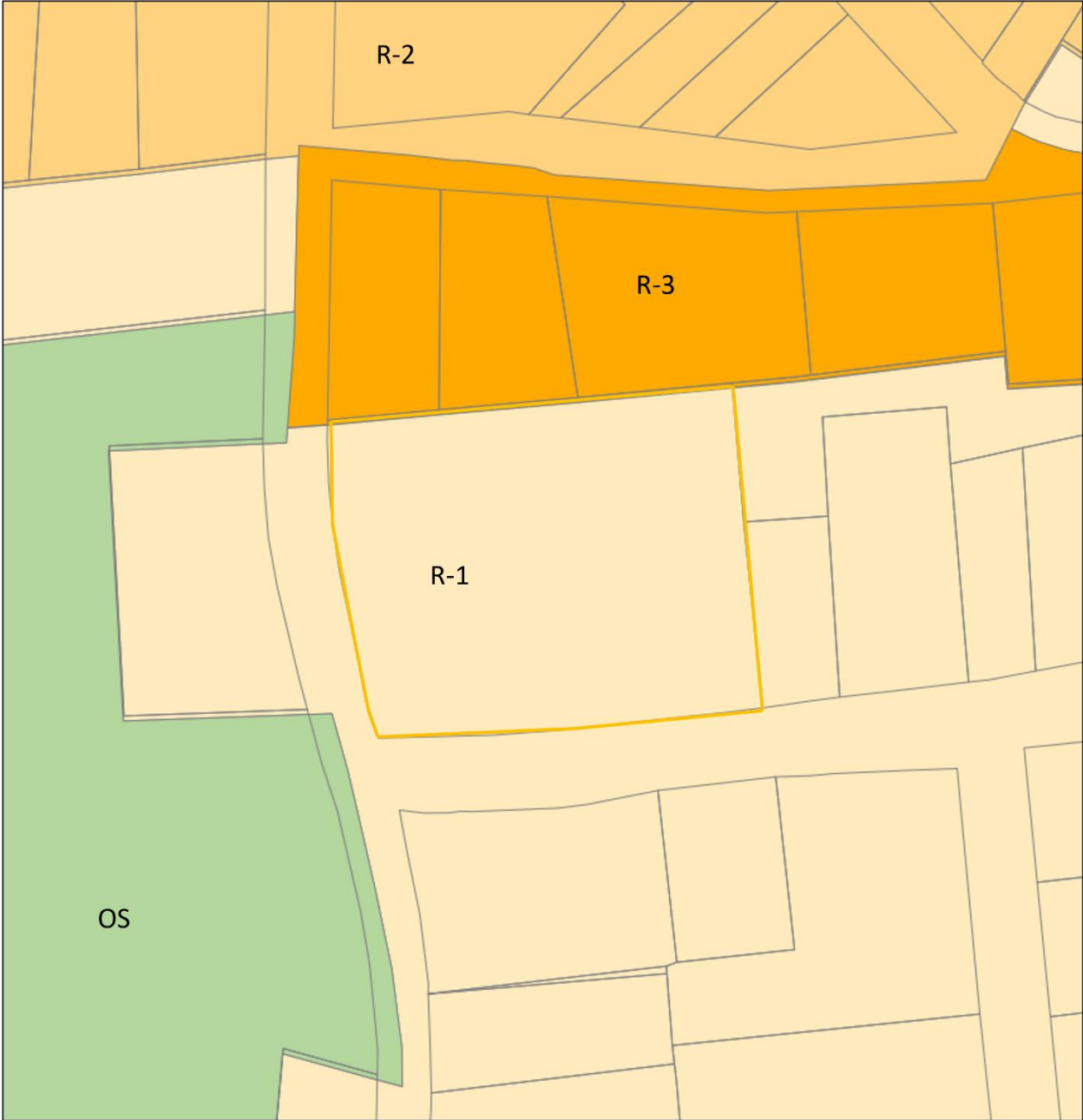


Figure 3 – Windsor Proposed Zoning Map Extract

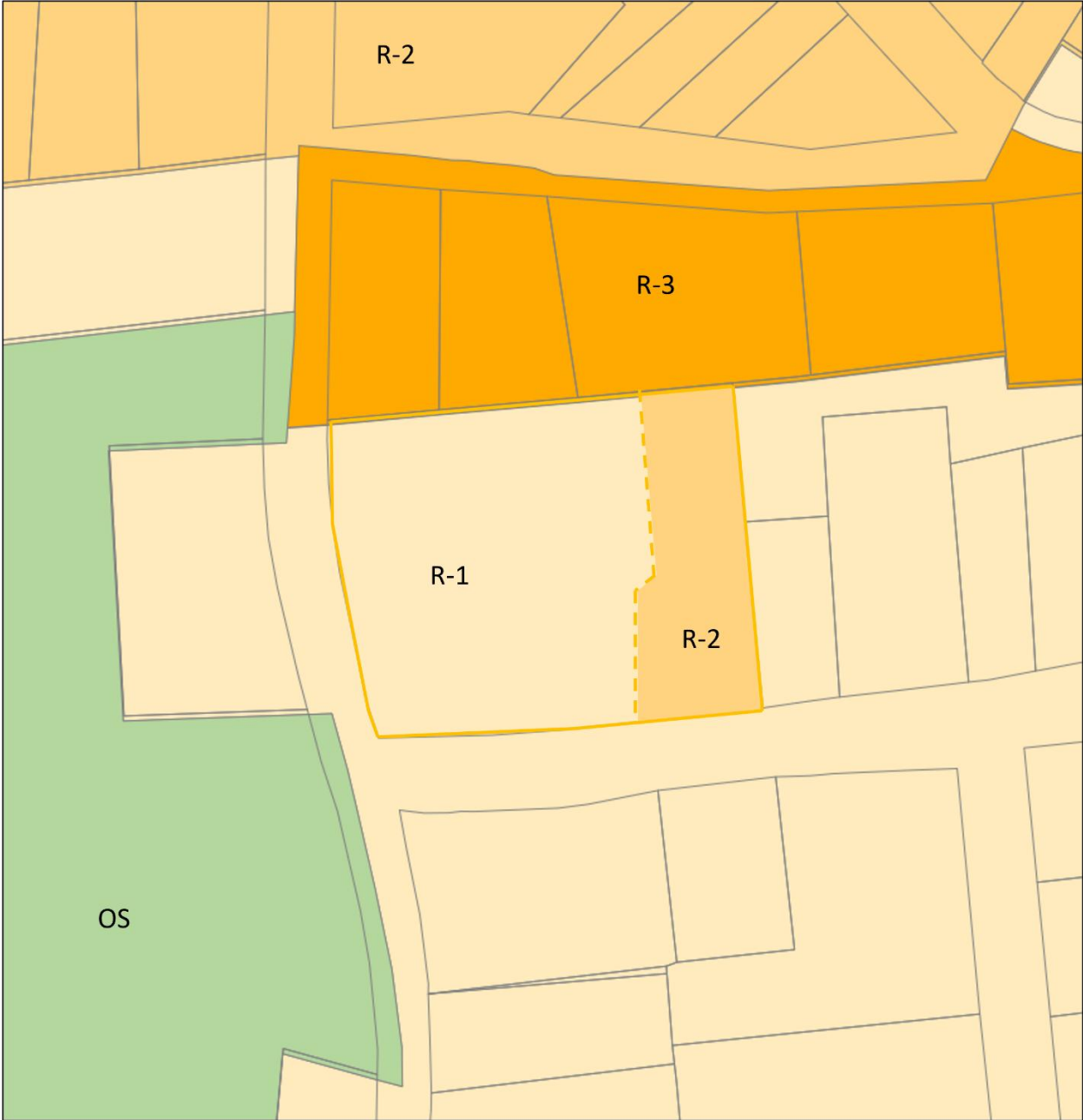


Figure 4 – Preliminary Site Plan *For Information Purposes*



1 ENLARGED SITE PLAN
 SD100 SCALE: 1/8" = 1'-0"



Attachment A – Policy Summary for Development Agreement

<p>Policy 5.1.3 <i>It shall be the policy of Council that within the Residential designation, areas zoned Low Density Residential (R-1) may be rezoned to Medium Density Residential (R-2). In considering such a rezoning, Council shall have regard to the following:</i></p>	
<p><i>(a) the proposed use is compatible with the residential character of the area with respect to such things as traffic generation, population density and architectural design and scale;</i></p>	<p>The Traffic Authority commented that they would consider that the proposed use is compatible with the residential character of the area with respect to traffic generation.</p> <p>Lots immediately abutting the subject lot to the north have multi-unit buildings consisting of both 4- and 8-unit buildings. The addition of 6 more residential units to this area does not compromise the intention of the Residential designation for residential development. Staff consider the proposal to be of a compatible density to the surrounding residential area.</p> <p>Lastly, the proposed development must meet all design and scale requirements of the Windsor Land Use By-law to receive permit approval.</p>
<p><i>(b) adequate on-site parking can be provided;</i></p>	<p>The Development Officer commented that the on-site parking within the proposed development exceeds the minimum requirements of the Land Use By-law.</p>
<p><i>(c) access to the site will not be hazardous with respect to traffic flow;</i></p>	<p>The Traffic Authority commented that they would consider the subject lot to have safe roadway access to Alexander Drive and that they had no concerns regarding traffic flow to and from the site.</p>
<p><i>(d) adequate landscaping and recreational or open space can be provided;</i></p>	<p>The Development Officer commented that the required 1500 sq. ft. of recreational space is able to be provided based on the landscaped area of the proposed development.</p>
<p><i>(e) any other matter which may be addressed in a Land Use By-law; and</i></p>	<p>All relevant matters have been addressed in this report.</p>

<i>(f) the provisions of Policy 16.3.1 of the Municipal Planning Strategy.</i>	See Policy 16.3.1 below.
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Policy 16.3.1	
<i>In considering development agreements and amendments to the Town of Windsor Land Use By-law, in addition to the criteria set out in various policies of this Strategy, Council shall consider:</i>	
<i>(a) whether the proposal is considered premature or inappropriate in terms of:</i>	
<i>(i) the adequacy of sewer and water services;</i>	The Public Works Department confirmed that there are municipal services on the subject lot and they do not have any concerns regarding the adequacy of water or sewer services for the proposed development.
<i>(ii) the adequacy of school facilities;</i>	The Director of Operations for the Annapolis Valley Regional Centre for Education has stated that they will accommodate all students.
<i>(iii) the adequacy of fire protection;</i>	The Manager of Building and Fire Inspection Services and the Fire Chief had no concerns regarding the proposed rezoning. The Fire Chief noted that there are two accessible fire hydrants within 325 ft. of the subject lot.
<i>(iv) the adequacy of road networks adjacent to, or leading to the development; and</i>	The Traffic Authority commented that they did not have any concerns regarding the adequacy of the road network adjacent to or leading to the development.
<i>(v) the financial capacity of the Town to absorb any costs relating to the development.</i>	There are no anticipated costs to the Municipality regarding the proposed development.
<i>(b) the suitability with any aspect relative to the movement of auto, rail and pedestrian traffic;</i>	The Traffic Authority has no concerns regarding the movement of automobiles to the subject lot. There is an existing sidewalk on Alexander Street and Clifton Avenue has a large

	<p>shoulder on the side of the road for pedestrian traffic. There is no active rail line in the vicinity.</p>
<p><i>(c) the adequacy of the dimensions and shape of the lot for the intended use;</i></p>	<p>The Development Officer commented that the frontage, lot size, and yard setbacks all meet or exceed the requirements of the R-2 zone.</p>
<p><i>(d) the pattern of development which the proposal might create;</i></p>	<p>The Development Officer commented that the proposed development appears comparable to the sizeable existing structure. The three storeys appear to be one storey higher than most existing houses in the neighbourhood, but the difference between two- and three- storeys is negligible.</p> <p>Additionally, staff have noted that the northern abutting lots have existing multi-unit residential structures.</p>
<p><i>(e) the suitability of the area in terms of steepness of grade, soil and geological conditions, location of water courses, marshes or bogs and susceptibility of flooding;</i></p>	<p>The subject lot is not located within the Dykeland Overlay or the Environmental Constraints Overlay. The lot appears dry, with no visible watercourse present.</p> <p>Public Works did note that they will be requesting a stormwater management plan at the time of permitting due to the significant hard surfacing of the proposed development causing potential downstream impacts. The applicant has agreed to provide a stormwater management plan prior to permitting. With the stormwater management in this case being dealt with at the time of permitting, staff consider this criteria met.</p>
<p><i>(f) whether the proposal meets the requirements of the appropriate provincial or federal agencies as well as whether it conforms to all other relevant municipal by-laws and regulations; and</i></p>	<p>All Municipal, Provincial, and Federal regulations will have to be met.</p>

(g) any other matter required by relevant policies of this Strategy.

All relevant matters have been addressed in this report.

Attachment B – Public Information Meeting Notes

January 8 - 22, 2026

Rezoning: Clifton Avenue, Windsor (PID 45049921); File # 25-26

Meeting date and time	A Public Information Meeting was held on January 8, 2026 beginning at 6:01 p.m. The meeting was broadcast live on the Municipal YouTube page.
Attending	In attendance for the meeting: One (1) Chair: <ul style="list-style-type: none">• Councillor Ivey Three (3) members of staff: <ul style="list-style-type: none">• Senior Planner Dunphy• Planner Hong• Acting Director Kari Fougere• Planning Assistant Lake 8 members of the public were in attendance for the meeting.
Applicant Dave LeRiche Property Clifton Avenue (PID 45049921)	Planner Dunphy outlined the application to permit rezoning for a six-unit residential dwelling.
Comments	Comments from the public could be submitted by mail, e-mail and telephone between January 8 - 22, 2026. Staff received no correspondence from the public during the comment period. During the Public Information Meeting one member of the public spoke. Jon Hall asked if on-site parking would be required, as street parking was a concern due to the blind hill. Alex replied that on-site parking would be required and that if the rezoning was approved, the proposal would still need to meet all permitting requirements. Jon then asked if there was a requirement for affordable housing. Alex replied that there is no requirement. The applicant then replied that the current plans are for 'standard' pricing/rent.
Adjournment	The Public Information Meeting ended at 6:15 p.m.