



## Office of the Commissioner of Infrastructure Services / City Engineer

**\*\* REVISED \*\***

**March 4, 2024**

Dear Property Owner/Resident:

**Re: CITY OF WINDSOR PROJECT NOTIFICATION  
Elsmere Avenue from Giles Boulevard East to Elliott Street East  
Sewer, Pavement, Watermain, and Streetlighting Rehabilitation  
Tender No. 42-23**

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Tentatively scheduled to resume construction the **week of March 4<sup>th</sup>, 2024**, the City of Windsor – Office of the Commissioner of Infrastructure Services, Engineering Department - will be undertaking the above noted project to construct:

- New storm sewer, new sanitary sewer, pavement, watermain, and streetlighting on Elsmere Avenue from Giles Boulevard East to Elliott Street East.

The construction is anticipated to be completed by June 10<sup>th</sup>, 2024 (*weather permitting*).

### **GENERAL CONSTRUCTION INFORMATION**

As indicated in previous correspondences, the Contractor for this project is Major Construction (2010) Ltd. with Matt Lemmon (City of Windsor) serving as the Project Manager (519-255-6560, Ext. 6305). The City of Windsor will administer this project. **If a construction related problem should arise, please contact the City's Inspector through the City's Field Services Office at (519) 945-4375 (office hours 8:00 a.m. to 5:00 p.m.). After hours calls for urgent issues should be directed to the City's Operations Department at (519) 255-6326.**

### **CONSTRUCTION SITE HEALTH AND SAFETY NOTES**

Regarding public safety, it should be stressed that construction sites have many potential hazards. All area residents should exercise extreme caution, especially school-aged children. In any case when children need to walk to nearby facilities and/or crossing the construction zone is unavoidable, we would strongly recommend that an adult accompany them.

It is inevitable that construction will cause some inconvenience in your area (e.g. on-street parking and resident driveways may not be accessible for short periods of time, such as while pouring concrete curbs, sidewalks, and driveways). Every effort will be made to minimize these inconveniences.

**During construction, signs will be posted indicating that the roads are closed, however, local traffic will be accommodated as best as possible.**

### **DRIVEWAY APPROACHES AND RESTORATION**

Included in the work is surface restoration in which the Contractor is required to restore any driveways affected by this construction to at least equal their pre-construction conditions as long as it complies with city standards. Should you wish to upgrade/widen the driveway approach, a permit will be required. Additionally, it is strongly encouraged that a Driveway/Access permit be obtained for gravel driveways so that a proper curb cut is constructed for your driveway. For further information on Driveways/Access permit, please contact the Right of Way Division of Engineering at [engineeringdept@citywindsor.ca](mailto:engineeringdept@citywindsor.ca) or (519) 255-6257.

Any existing lawns or driveways damaged by construction will be restored. To ensure proper restoration, photos have been taken of the area prior to construction.

### **ENCROACHMENT INTO THE CITY RIGHT OF WAY**

Please note that any encroachments within the City right of way will be **removed and disposed** of prior to the construction. If you wish to apply to keep the existing encroachment(s), as long as it is not in conflict with the proposed construction, an Encroachment Agreement is required before the construction begins in your area. Details pertaining to the encroachments in your area were provided in a letter dated May 8<sup>th</sup>, 2023. Should you have any questions concerning your encroachment or an Application for Encroachment Agreement, please contact the Right of Way Division, at [engineeringdept@citywindsor.ca](mailto:engineeringdept@citywindsor.ca) or (519) 255-6257 for further information.

**It should be noted that the City does not require the Contractor to restore shrubs, hedges or decorative landscaping which is on the public right of way.  
All property owners are urged to remove such items in order to avoid unnecessary damage.**

### **MUNICIPAL WASTE COLLECTION**

**Garbage/recycling/yard waste** will be collected on the scheduled days. Please ensure that garbage is placed in a plastic bag (no pails), blue & red recycle boxes are clearly labelled with your address and yard waste is in paper yard waste bags. If the road is blocked, it is the contractor's responsibility to pick up and place the recycle & waste material at a designated collection site. Please be aware that unidentified containers are difficult to return to the proper address.

### **MAIL BOXES**

Canada Post will be arranging for a temporary community mailbox in your area during the construction. Details regarding the community mailbox will be provided by Canada Post.

### **DOWNSPOUT DISCONNECTION PROGRAM**

To help reduce basement flooding, the City of Windsor is offering to disconnect your downspouts **at no cost to you.** The disconnection would be completed as shown on the *attached* Drawing 2M-175. This work would be done by the City's Contractor and would be inspected by our Field Inspection staff. Please note that this program may become mandatory and funding may not be available in the future, at which time the cost of disconnection will become the property owners' responsibility. ***To request downspout disconnection, please call 311 or (519) 255-2489.***


Should you have any questions regarding the above, please contact Project Manager, Matt Lemmon at (519) 255-6560, Ext. 6305 or [mlemmon@citywindsor.ca](mailto:mlemmon@citywindsor.ca).

We appreciate your understanding and cooperation during construction.

Sincerely,



Fahd Mikhael, P. Eng., P.E., M. Sc.  
Manager of Design

ML/sl 

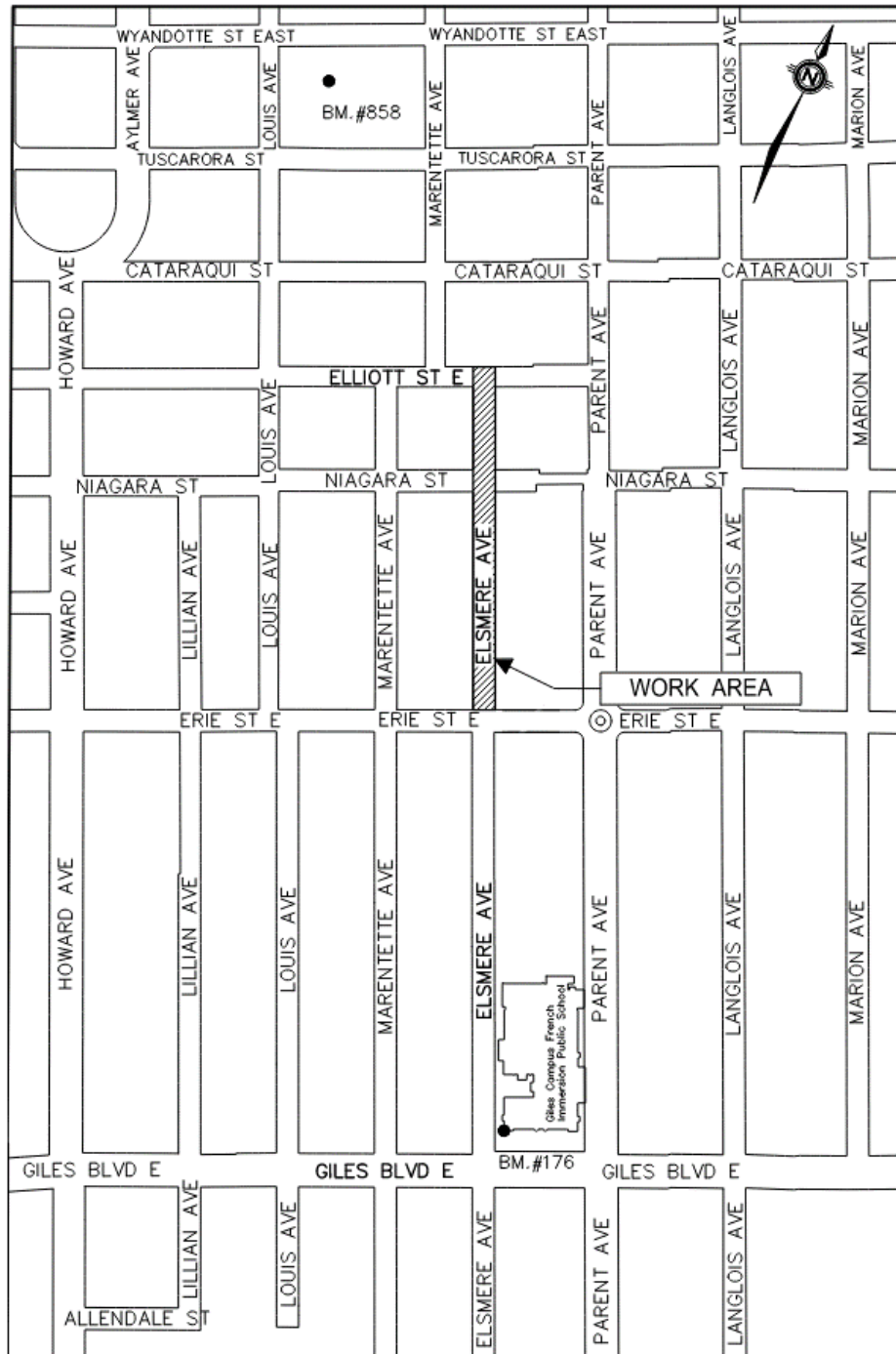
Attachments: Map of Location of the Work  
Downspout Disconnection Drawing 2M-175



Cc: Major Construction (2010) Ltd., Attn: Addy Al-Abbas  
Ward 4 Councillor, Attn: Mark McKenzie  
Commissioner of Infrastructure, Attn: Mark Winterton  
Building Department, Attn: David Dean, Phil Glos  
Field Engineering, Attn: Angelo Calcara, Andrew Lewis  
Central Ambulance Communication, Attn: Niels Kristensen  
City Solicitor, Attn: Wira Vendrasco  
Canada Post, Attn: Bruno Desando, Colleen Gascoigne  
Canada Post, Attn: Rob Elliott, Catherine Chaykoski  
Transportation Planning, Attn: Shawna Boakes  
Student Transportation Services, Attn: Marty Gallant  
Traffic Operations, Attn: Ian Day  
Parks & Facility, Attn: Wadah Al-Yassiri  
Police Services, Attn: [info@police.windsor.on.ca](mailto:info@police.windsor.on.ca)

Finance, Attn: Steven Kriemadis  
Fire Services, Attn: Michael Coste, Dispatch  
ED of Engineering/Deputy City Engineer, Attn: Stacey McGuire  
311  
Essex Windsor Catholic District School Board  
Greater Essex County District School Board  
I.M.S. Coordinator, Attn: Sean Soanes  
Operations, Attn: Anne Marie Albidone, Phong Nguy  
ENWIN Utilities Ltd., Attn: Spencer Johnston  
Drafting Supervisor, Attn: Phil Ubene  
Risk Management, Attn: Dana Straus  
Operations, Attn: Eric Bailey  
Geomatics, Attn: Lynn Tavares, Joe Cartier  
Right of Way Permit Clerks

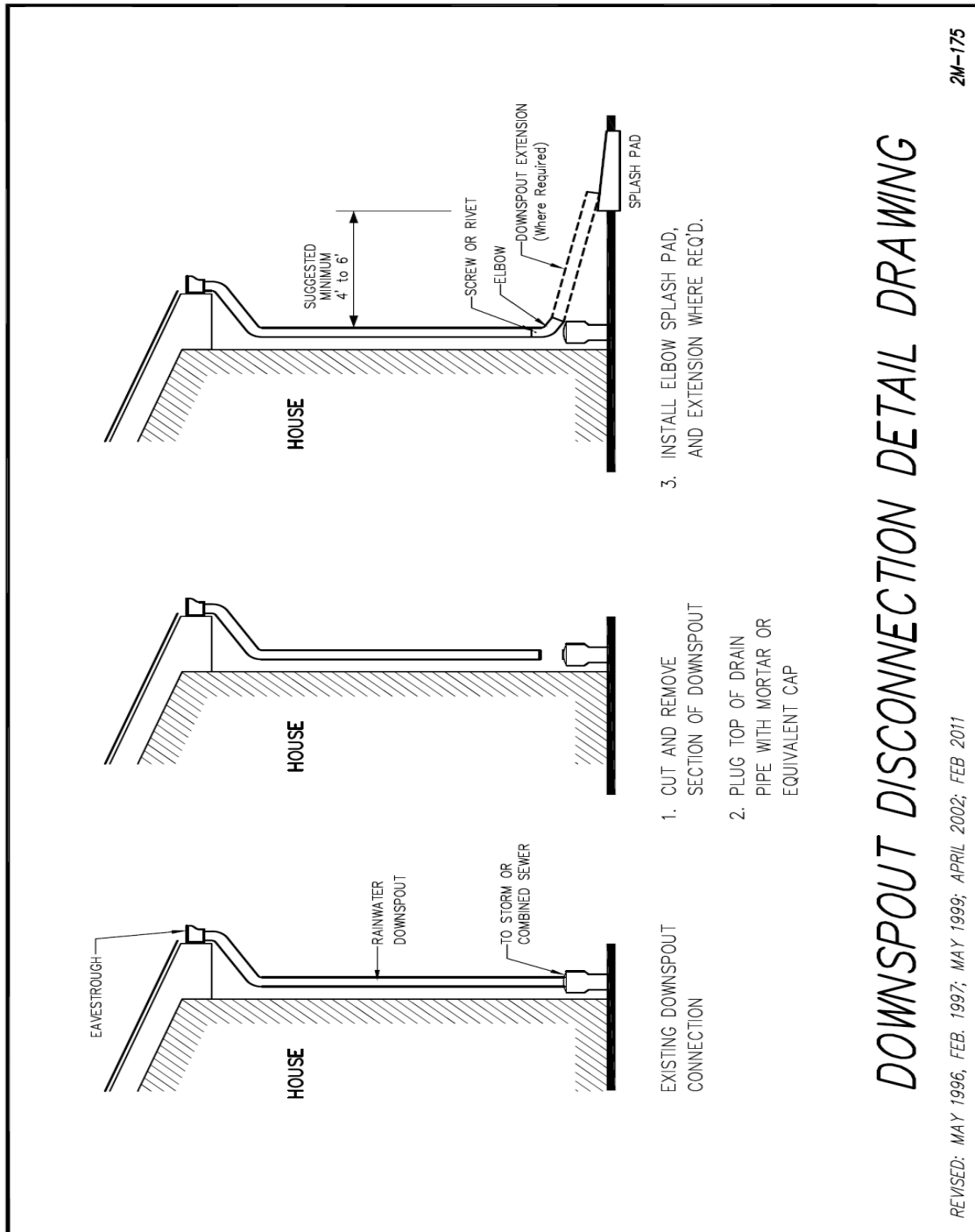
## Elsmere Avenue - Sewer Rehabilitation - Giles to Elliott LOCATION OF WORK



KEY PLAN

N.T.S.

## DOWNSPOUT DISCONNECTION DRAWING 2M-175



DOWNSPOUT DISCONNECTION DETAIL DRAWING