

**THE CORPORATION OF THE CITY OF WINDSOR  
POLICY**

<b>Service Area:</b>	<b>Public Works</b>	<b>Policy No.:</b>	
<b>Department:</b>	<b>Engineering</b>	<b>Approval Date:</b>	
<b>Division:</b>	<b>Development and Geomatics</b>	<b>Approved By:</b>	<b>CR621/80</b>
		<b>Effective Date:</b>	
<b>Subject:</b>	LOCAL IMPROVEMENT ACT – POLICY FOR PETITIONS IN PLANNED DEVELOPMENT DISTRICTS	<b>Procedure Ref.:</b>	
		<b>Pages:</b>	<b>Replaces:</b>
			<b>Date:</b>

**1. POLICY**

**1.1** This policy affirms Council’s intention to circulate Local Improvement Petitions in Planned Development Areas beginning immediately, and:

**1.1.1** That petitions for full municipal services be prepared for a block or part thereof only when the City Planner indicates that he is prepared to recommend a rezoning By-Law for said lands conditional upon full municipal services;

**1.1.2** That a petition prepared under the above circumstances shall state, “We, the undersigned, fully understand that a sufficiently signed petition in no way guarantees construction of the services involved. We understand that the priority for these works in the Corporation’s yearly Local Improvement Program will be weighed against other petitioned-for works and other works initiated by the Corporation.”

**2. SCOPE**

**2.1** A petition for “full municipal services” shall include:

**2.1.1.** A sanitary sewer

**2.1.2** A storm sewer if outlet available

**2.1.3** An 8.54 metre road pavement if a storm sewer is available; otherwise it shall be a 7.32 metre pavement with 1.52 metres asphalt shoulders and roadside ditches.

**2.1.4** Streetlights

**2.1.5** A water main

Provided that where, in the opinion of the City Engineer, any of these services exist and are adequate, said services shall be excluded from the petition

**3. RECORDS, FORMS AND ATTACHMENTS**

**3.1** Records created as a result of this policy will be retained in accordance with the Records Retention By-law 21-2013.