Development & Heritage Standing Committee Meeting Agenda

Date: Monday, May 4, 2026
Time: 4:30 o'clock p.m.

Location: Council Chambers, 1st Floor, Windsor City Hall

All members will have the option of participating in person in Council Chambers or electronically and will be counted towards quorum in accordance with Procedure By-law 98-2011 as amended, which allows for electronic meetings. The minutes will reflect this accordingly. Any delegations have the option to participate in person or electronically.

MEMBERS:

Ward 1 – Councillor Fred Francis

Ward 4 - Councillor Mark McKenzie

Ward 7 - Councillor Angelo Marignani

Ward 9 - Councillor Kieran McKenzie

Ward 10 - Councillor Jim Morrison (Chairperson)

Member Anthony Arbour

Member Joseph Fratangeli

Member John Miller

Member Charles Pidgeon

Member Robert Polewski

Member Khassan Saka

Member William Tape

ORDER OF BUSINESS

Item # Item Description

1. CALL TO ORDER

READING OF LAND ACKNOWLEDGMENT

We [I] would like to begin by acknowledging that the land on which we gather is the traditional territory of the Three Fires Confederacy of First Nations, which includes the Ojibwa, the Odawa, and the Potawatomi. The City of Windsor honours all First Nations, Inuit and Métis peoples and their valuable past and present contributions to this land.

2. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

3. REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS

4. COMMUNICATIONS

5. ADOPTION OF THE *PLANNING ACT* MINUTES

5.1. Adoption of the Development & Heritage Standing Committee (*Planning Act*) minutes of its meeting held April 7, 2026 **(SCM 118/2026)**

6. PRESENTATION DELEGATIONS (*PLANNING ACT* MATTERS)

7. *PLANNING ACT* MATTERS

7.1. Rezoning - 3694-3738 Howard Avenue - Z-003/26 ZNG/7355 - Ward 9 **(S 23/2026)** *Author: Adam Szymczak, Senior Planner - Development*

7.2. Official Plan and Zoning By-law Amendments Applications for the property known as 1878-1918 Huron Church; Applicants: 2188160 Ontario Ltd & Roba Chafchak; File Nos. OPA 197 [OPA/7336] and Z-031/25 [ZNG/7335]; Ward 10 **(S 35/2026)** *Author: Justina Nwaesei, Planner III – Development*

8. ADOPTION OF THE MINUTES

9. PRESENTATIONS AND DELEGATIONS (COMMITTEE ADMINISTRATIVE MATTERS)

10. *HERITAGE ACT* MATTERS

11. ADMINISTRATIVE ITEMS

11.1. Ford City/Main Streets CIP Application, 1082-1086 Drouillard Rd.; Owner: Joseph Garry Colautti - Ward 5 **(S 26/2026)** *Author: Kevin Alexander, Senior Planner-Special Projects*

11.2. Ford City CIP Application, 1377 Drouillard Road, Owner: Kaija Karmiste (c/o: Saksham Sharma). Ward 5 **(S 28/2026)** *Author: Kevin Alexander, Senior Planner-Special Projects*

11.3. Amendment to Sign By-law 250-2024 2595 Dougall Ave, SGN-001/25 (Proposed Electronic Changing Copy Billboard Ground Sign) - Ward 10 **(S 32/2026)** *Author: Sophia Di Blasi, Planner III – Senior Urban Designer*

12. COMMITTEE MATTERS

13. QUESTION PERIOD

14. ADJOURNMENT

Item No. 5.1

Committee Matters: SCM 118/2026

Subject: Adoption of the Development & Heritage Standing Committee (Planning Act) minutes of its meeting held April 7, 2026

Development & Heritage Standing Committee Meeting
(*Planning Act* Matters)

Date: Tuesday, April 7, 2026
Time: 4:30 o'clock p.m.

Members Present:

Councillors
Ward 1 - Councillor Fred Francis
Ward 7 - Councillor Angelo Marignani
Ward 9 - Councillor Kieran McKenzie
Ward 10 - Councillor Jim Morrison (Chairperson)

Councillor Regrets
Ward 4 - Councillor Mark McKenzie

Members
Member Anthony Arbour
Member John Miller
Member Robert Polewski
Member William Tape

Member Regrets
Member Joseph Fratangeli
Member Charles Pidgeon
Member Khassan Saka

PARTICIPATING VIA VIDEO CONFERENCE ARE THE FOLLOWING FROM ADMINISTRATION:

Sandra Gebauer, Council Assistant

ALSO PARTICIPATING IN COUNCIL CHAMBERS ARE THE FOLLOWING FROM ADMINISTRATION:

Jelena Payne, Deputy Chief Administrative Officer / Commissioner, Economic Development
Neil Robertson, City Planner
Greg Atkinson, Deputy City Planner – Development
Jason Campigotto, Deputy City Planner – Growth

Aaron Farough, Senior Legal Counsel
Stacey McGuire, Executive Director Operations
Patrick Winters, Manager, Development
Averil Parent, Planner II - Development Review
Justina Nwaesei, Planner III – Development
Kristina Tang, Planner III -Heritage
Simona Simion, Planner III – Economic Development
Elara Mehrilou, Supervisor, Coordinator Maintenance
Aashvi Sarvaiya, Transportation Planner I
Natasha McMullin, Clerk Steno Senior
Anna Ciacelli, Deputy City Clerk

Delegations—participating via video conference

Item 7.1 Tracey Pillon-Abbs, Principal Planner, Pillon Abbs Inc
Item 10.1 Hunter Weir, representing Property Owner

Delegations—participating in person

Item 7.1 Anna Lanoszka, Area Resident
Item 7.1 Rino Licata, Area Resident
Item 7.1 Fulvio Valentinis, Area Resident
Item 7.2 and 11.1 Saksham Sharma & Sital Garha, Agents for the Applicant

1. CALL TO ORDER

The Chairperson calls the meeting of the Development & Heritage Standing Committee to order at 4:30 o'clock p.m.

2. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

None disclosed.

3. REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS

None requested.

4. COMMUNICATIONS

None presented.

5. ADOPTION OF THE *PLANNING ACT* MINUTES

5.1. Adoption of the Development & Heritage Standing Committee minutes (*Planning Act*) of its meeting held March 2, 2026

Moved by: Member Anthony Arbour
Seconded by: Member Robert Polewski

THAT the *Planning Act* minutes of the Development & Heritage Standing Committee meeting held March 2, 2026, **BE ADOPTED** as presented.
Carried.

Report Number: SCM 83/2026

7. *PLANNING ACT* MATTERS

7.1. Zoning By-law Amendment for 1141 and 1175 Cabana Rd W.; Applicant: Homes by Artisan; File No. Z-033/25 [ZNG/7338] - Ward 1

Justina Nwaesei (author), Planner III – Development, presents application.

Tracey Pillon-Abbs (agent) states that the applicant supports staff recommendations including site specific zone conditions and has changed their initial site plan proposal to meet the concerns of the residents and staff comments. Ms. Pillon-Abbs is available for questions.

Anna Lanoszka (area resident) states concerns that the development is a radical overhaul of existing rules, inconsistent with provincial recommendations, changes the character and esthetics of the neighbourhood, decreases green spaces and trees, attract a transitory population, and the proposal calls for a high density build where the units are too small for individuals and will therefore sit vacant.

Rino Licata (area resident) states concerns that the development does not conform with the City's Official Plan, creates uncontrolled over intensification, high density through different massing, and building height proposed is higher than adjacent properties causing shadowing and lack of privacy. Additionally, Mr. Licata has concerns of increased traffic in an already busy area, lack of sidewalk causes safety concerns for pedestrians, cyclists and children, lack of parking and creating a precedence for future developments.

Fulvio Valentinis (area resident) states concerns for the impact on the neighbourhood character, low density neighbourhood increasing to high density, compatibility, additional traffic on Casgrain Drive, lack of sidewalks and visitor parking, and only one refuse bin for 29 units.

Councillor Francis inquires if the residents have concerns about the building type or the number of units. Mr. Valentinis states one large three storey building with this number of units impacts the compatibility and character of the neighbourhood, where townhouses could achieve the same density. Mr. Licata states that this will set precedence, create intensification for future

developments, increase traffic with the wrong traffic flow. Mr. Licata states this development is not appropriate in the neighbourhood.

Councillor Francis inquiries about what infrastructure could be built to support additional residential development on Casgrain Drive. Mr. Valentinis states that additional lighting would help pedestrians who walk on the street causing safety issues. Mr. Valentinis continues that the road is local and intensification is not required. Mr. Licata agrees that lighting should be added.

Councillor Francis inquires about the fear of setting an undesirable precedence. Mr. Valentinis states that the three storey building height, the design of the building is incompatible in terms of the scale and mass, and minimal refuse for the number of units. Mr. Licata states that the building should be broken into two buildings to fit in with the community, not one large one.

Councillor Kieran McKenzie inquires what has been done to address issue of neighbourhood character. Ms. Pillon-Abbs states that density and height were addressed and then later adjusted to match the City's Official Plan and urban design comments to ensure that the development complies. Ms. Pillon-Abbs speaks about parking and the intent of the condominium units for retirement living.

Councillor Kieran McKenzie inquires about the sloped roof of the building. Ms. Pillon-Abbs states that the Official Plan requires for a new development to provide a unique design that matches the character and is compatible with the neighbourhood. The slope and height of the roof, materials, and building placement to provide a unique design.

Councillor Kieran McKenzie inquires about the setbacks and other features of the design that create compatibility. Ms. Pillon-Abbs agrees and states that even balcony placement was considered to provide privacy, extended landscape and grassed area have been used to provide separation between the existing housing and the new development.

Councillor Kieran McKenzie inquires about the market segment for the units. Ms. Pillon-Abbs states that the unit sizes are smaller and the rationale for parking ratio was taken into consideration when designed. The development is envisioned for an independent individual who wants to age in place and to continue to have a sense of community.

Councillor Kieran McKenzie clarifies that the intent is for people with specific housing needs that match their age, demographic, physical capabilities while remaining in the neighbourhood. Ms. Pillon-Abbs agrees and states each unit will have all amenities with accessible units.

Councillor Kieran McKenzie inquires about the waste management plan matrix. Ms. Pillon-Abbs states that there is no matrix and the zoning by-law does not regulate the size of waste bins, and during Site Plan Control the details of waste bins will be discussed.

Councillor Kieran McKenzie inquires about the traffic impact on traffic volumes in an already busy neighbourhood. Ms. Pillon-Abbs states that a traffic impact study was completed with site visibility

confirming that there are no traffic or site line concerns with the access onto Casgrain Drive.

Councillor Kieran McKenzie inquires what is considered negligible for traffic impact. Ms. Pillon-Abbs states that she is unable to comment on the Engineer's report but relied on the conclusion stating that there was negligible impact.

Councillor Kieran McKenzie inquires if the Official Plan is being followed. Ms. Pillon-Abbs agrees that it follows the policies and designation, and the zoning is implementing these policies in the Official Plan.

Councillor Kieran McKenzie inquires if the development is considered uncontrolled intensification. Ms. Pillon-Abbs states that it is controlled and follows the new zoning site specific category to ensure it is regulated to ensure proper urban design, parking layout, along with scale and massing, works for the site.

Councillor Kieran McKenzie inquires if there is a response to Ms. Pillon-Abbs. Mr. Licata states that it is confusing to make a new zoning by-law to make the development work and wonders how this does not change the character of the neighbourhood.

Councillor Marignani inquires whether the structure has an elevator and basement. Ms. Pillon-Abbs confirms there will be an elevator and there will not be a basement.

Councillor Marignani inquires about the existing trees. Ms. Pillon-Abbs states that a landscape plan will be submitted as part of Site Plan Control, and that there is plenty of landscape space between the parking lot and south lot line that additional trees can be planted based on direction from the City.

Chair Morrison inquires how traffic would be pushed towards Casgrain Drive as opposed to Cabana. Mr. Licata states that Casgrain Drive is a short cut to the outlet malls, anywhere in LaSalle or to the 401 Highway as it has no traffic light where others such as Mount Royal do have traffic lights.

Chair Morrison states that local improvement petitions can be completed to add sidewalks or lighting in the neighbourhood.

Councillor Francis inquires how many three storey or more buildings are within the neighbourhood map that looks like this development. Ms. Nwaesei states that there are none within the area and that there are some closer to the College. Councillor Francis states that this is why the residents are concerned.

Councillor Francis inquires whether the traffic study included Casgrain Drive or Kennedy as a result of this development. Ms. Nwaesei states that the traffic impact study (TIS) has nothing to do with the development before you, rather a previous rendition of a mixed use, four storey development with commercial and 24 residential units. Stacey McGuire states that the TIS was based on a more intense development in terms of traffic impact and included impact on Casgrain Drive.

Councillor Francis inquires whether other proposed developments are being considered as a whole or individually with respect to traffic impact study. Ms. McGuire states that the study evaluates the proposal individually on a certain extent but not reviewed in isolation and broader considerations, and this proposal does not hit thresholds nor warrant a detailed TIS or cause for concern.

Councillor Francis inquires if this development was considered in relation to other surrounding developments in the neighbourhood and their impact on traffic. Ms. McGuire states that there is no cause for traffic concerns.

Councillor Francis inquires about the existing traffic issues with the current state of the Roseland neighbourhood without these developments. Ms. McGuire states that she does not have the current state of traffic calming measures but can present that at Council when this application is presented.

Councillor Francis inquires how we know there is no impact when the studies have not been conducted. Ms. McGuire states that this was evaluated on a site-specific basis and it is not anticipated that this development would exacerbate any conditions based on traffic volume.

Councillor Francis inquires about the entrance and exits on Casgrain Drive versus Cabana Road to reduce potential collision points. Ms. McGuire agrees and states that they proactively try to reduce any access on arterial road ways to reduce traffic congestion, conflict with access points, sidewalk and pedestrian conflicts, where access off the side road is safer condition.

Councillor Francis inquires whether widening Cabana Road was supposed to reduce the cut through traffic on the side streets. Ms. McGuire states the amount of trips are anticipated to be negligible, where the majority will be headed towards Cabana Road.

Councillor Francis inquires if the impact is negligible then why not put the entrance and exit on Cabana Road and keep the traffic off of Casgrain Drive. Councillor Francis also inquires if there is any safety impact on Casgrain Drive. Ms. McGuire states that the amount of traffic is negligible but the safety impact is not, where the impact would be greater on Cabana than Casgrain. Ms. Mcguire states that she cannot distinctly say that there is no safety concerns on Casgrain Drive but that they would be amplified if on Cabana Road.

Councillor Kieran McKenzie inquires what the volume of impact or additional traffic may be, such as total trips. Ms. McGuire states that a detailed TIS was not required, but conclusions were drawn from the previous development where an additional dozen vehicles at peak hour will be generated, around 2% of current volume on Casgrain Drive. Ms. McGuire states that at other times of the day you might not see any additional trips and predict at worst case with 2 cars queuing to turn left on Cabana.

Councillor Kieran McKenzie inquires about the residential corridor intensification policy in relation to this development. Ms. Nwaesei states that there is a new land use designation, Residential

Corridor with policies that support the subject development. Ms. Nwaesei further gives the history of how the Residential Corridor Land Use policy came into place.

Councillor Kieran McKenzie inquires about the Residential Corridor policy and whether this development is compatible with our Official Plan. Ms. Nwaesei gives context on compatibility within neighbourhoods and states that this development should not have any adverse impact on the neighbourhood, and there are measures to mitigate any potential impacts. The recommendations addressed any potential impacts and some can be addressed at Site Plan Control. This development is a controlled development with the 2.7 provision.

Councillor Kieran McKenzie quotes the Planner's report that the amendment will provide a mix of housing options and densities as it relates to the Provincial Policy Statement which provides a new housing option of low profile housing development. Ms. Nwaesei agrees and states this development is medium scale low profile housing which is allowed within the residential corridor policy.

Councillor Kieran McKenzie inquires if we were to deny this application does that introduce legal risk for the City of Windsor. Aaron Farough states that generally, any particular denial that the applicant has appeal rights and could propose those.

Councillor Kieran McKenzie inquires if this proposal fills a need for a specific type of housing and if this is a missing middle for the housing gap. Jelena Payne agrees and states that based on studies conducted that this is inline with the needs of the community.

Councillor Marignani inquires about the waste collection design and why a redesign is not required to avoid future liability. Ms. Nwaesei states that the zoning by-law governs the location of the refuse bin, where they will keep it and the size is determined by Site Plan Control.

Councillor Marignani inquires about the sidewalk and the index to inflation, who pays the difference between the cost and the tax levy if there is a fixed amount. Patrick Winters states the contribution rate is evaluated annually, where the City would pay the difference and incorporate the cost into future projects.

Councillor Marignani inquires about the applicant's responsibility for environmental remediation of the property. Greg Atkinson states there is no residential concerns as it has been historically residential.

Councillor Marignani inquires what the maximum heights are of the surrounding homes. Chair Morrison states that there is a maximum of 9 meters.

Councillor Francis inquires whether housing targets were met in 2024. Ms. Payne states that the City has exceeded targets by 200+%.

Councillor Francis states his motion for denial is due to the building type, traffic disruption and access onto Casgrain Drive. The development does not match the neighbourhood in terms of

similarity and character of the neighbourhood and causes consequences. Councillor Francis states that the residents are not supporting this application nor wanting to age in place, as this new development proposes.

Councillor Marignani states disagreement for having a fixed fee for sidewalk installation, safety for vehicles and pedestrians, neighbourhood compatibility, unit size, and quality of life from the refuse bins.

Councillor Kieran McKenzie states for the impact of traffic in the neighbourhood is negligible and will not make anything noticeably worse. Most developments will be low profile on Class 2 arterial roads, that respects neighbourhood character and compatibility, with minimal traffic impact, which is what this development is. Councillor McKenzie provides insight on other potential developments that could create more stress on the community, and states that he moves to oppose the motion on the floor.

Chair Morrison gives the history of the development and City of Windsor's Official Plan, and that the developer has listened to the neighbourhood to provide a development that would be appropriate. Chair Morrison speaks on the traffic, building compatibility, landscape buffer, and the lot size to unit ratio comparison of other developments. Chair Morrison opposes the motion on the floor.

Moved by: Councillor Fred Francis
Seconded by: Councillor Angelo Marignan

THAT the report of the Planner III – Development dated March 12, 2026, entitled "Zoning By-law Amendment for 1141 and 1175 Cabana Rd W.; Applicant: Homes by Artisan; File No. Z-033/25 [ZNG/7338] - Ward 1," **BE DENIED**.

The motion is **put** and is **lost** due to an equality of votes.

Aye votes: Councillors Fred Francis, Angelo Marignani, and Member Robert Polewski.
Nay votes: Councillors Kieran McKenzie, Jim Morrison and Member Anthony Arbour.
Absent: None.
Abstain: None.

Moved by: Councillor Kieran McKenzie
Seconded by: Member Anthony Arbour

I. THAT Zoning By-law 8600 BE AMENDED by adding the following zoning district to Section 11:

11.7 RESIDENTIAL DISTRICT 2.7 (RD2.7)

11.7.1 PERMITTED USES

Existing Duplex Dwelling
Existing Semi-Detached Dwelling
One Single Unit Dwelling

Multiple Dwelling, and
Any use accessory to the preceding uses.

11.7.5 PROVISIONS

.1	*Lot Frontage*: *minimum*	20.0 m
.2	*Lot Area*: per *dwelling unit*: minimum	
	a) For a c*orner lot* having a *minimum frontage* of 30.0 m on each of the *exterior lot lines*	128.0 m^2
	b) For any other lot	180.0 m^2
.3	*Lot Coverage*: *maximum*	35.0%
.4	*Building Height*: *Main Building*:	
	a) For a c*orner lot*: *maximum*	10.50 m
	b) For an i*nterior lot*: *maximum*	9.0 m
.8	*Landscaped Area*: *minimum*	35% of *lot area*

.20 Building Setback:

a) Where an *exterior lot line* has vehicular access/egress, the *minimum* building setback from the *exterior lot line* shall be 6.0 m

b) Where an *exterior lot line* has no vehicular access/egress, the *minimum* building setback from the *exterior lot line* shall be 4.50 m

c) Where a *habitable room window* faces an *interior lot line*, the *minimum building* setback from the *interior lot line* shall be 6.0 m

d) Where a *habitable room window does* not face an *interior lot line*, the *minimum building* setback from the *interior lot line* shall be 3.0 m

e) Notwithstanding paragraphs (c) and (d) above, where an *interior lot line* abuts a *lot* fronting on a *street* other than Cabana Road West and on which is located a *dwelling* or residential *use*, the *minimum building* setback from that *interior lot line* shall be 22.0 m

.50 A *minimum* of 50.0% of all exterior wall elevations shall have an exterior finish consisting of brick, stone, or a combination thereof

.53 A *Single Unit Dwelling* and any *use* accessory thereto shall comply with the provisions of Section 10.4.5

.55 Any additions to an *existing Duplex Dwelling*, or *existing Semi-Detached Dwelling* and any *use* accessory to the preceding uses shall comply with the appropriate provisions of Section 10.4.5

.90 The following are prohibited:

a) A *parking space* within 6.0 m of an *exterior lot line*
b) A *parking space* within 2.60 m of an *interior lot line* abutting a *lot* containing a *Single Unit Dwelling*, *existing Duplex Dwelling*, or *existing Semi-Detached Dwelling*
c) A flat roof or a roof having a slope of less than 20.0 degrees

II. THAT Zoning By-law 8600 BE FURTHER AMENDED by adding the following clause to Section 91.10:

25 **SOUTHEAST CORNER OF CABANA ROAD WEST AND CASGRAIN DRIVE**

For the land comprising Part of Lot 19 Plan 1478, PIN 01576 - 0193 LT, AND PIN 01576 – 0194 LT, the following additional provisions shall apply:

1. Notwithstanding Section 25.5.20.1.6, the *minimum* parking area separation from the south *building* wall shall be 2.13 m.
2. Vehicular access along Cabana Road is prohibited.
3. A *screening fence* having a height of 1.80 m shall be installed along the south *lot line* and east *lot line*, in a manner that complies with the city of Windsor fence by-law.
4. A *landscaped area* with a *minimum* width of 2.60 m shall be provided abutting the south *lot line*.
5. Facade Articulation: A *building* wall fronting an *exterior lot line*, and any wall visible from a *street*, shall be designed as follows:
   a) Continuous length: *minimum* / *maximum* 8.0 m / 12.0 m
   b) Recess/projection depth: *minimum*
      1) Major Articulation 2.0 m
      2) Minor Articulation 0.6 m

[ZDM 9; ZNG/7338]

III. THAT Zoning By-law 8600 BE FURTHER AMENDED by changing the zoning of Part of Lot 19 Plan 1478, PIN 01576 - 0193 LT AND PIN 01576 – 0194 LT, situated on the southeast corner of Casgrain Dr. and Cabana Rd W (municipally known as 1141 & 1175 Cabana Rd W.; Roll Numbers 080-100-09300 & 080-100-09400) from RD1.4 to RD2.7x(25).

IV. THAT the Site Plan Approval Officer BE DIRECTED to consider, in the Site Plan Approval process, the comments and requirements found in Appendix C of this Report; and BE FURTHER DIRECTED to incorporate the following in the Site Plan Agreement for the proposed development:

a) Essex Region Conservation Authority (ERCA) Requirements:

   i. Completion of engineering analysis and implementation of measures to prevent increased flows to the downstream watercourse.

   ii. Obtaining ERCA authorization prior to any site alteration or construction activity.

b) Development Engineering Requirements:

   i. Implementation of drainage and flood-proofing recommendations provided by ERCA.

   ii. A contribution of $2,796.00 toward future sidewalk construction along the Casgrain Drive frontage.

iii. Gratuitous conveyance of a 4.6 m × 4.6 m corner cut-off at Cabana Rd West and Casgrain Drive, in accordance with City of Windsor Standard Drawing AS 230

The motion is **put** and is **lost** due to an equality of votes.

Aye votes: Councillors Kieran McKenzie, Jim Morrison and Member Anthony Arbour.
Nay votes: Councillors Fred Francis, Angelo Marignani, and Member Robert Polewski.
Absent: None.
Abstain: None.

Clerk's Note: No action was taken as the Development & Heritage Standing Committee refused or failed to make a decision regarding the application.
Carried.

Report Number: S 27/2026
Clerk's File: Z/15098

7.2. Zoning By-Law Amendment - Z 004/26 (ZNG-7356) 654 Capitol Street - Ward 10

Averil Parent (author), Planner II - Development Review, is available for questions.

Saksham Sharma (agent), is available for questions.

Sital Garha (agent), states the reasoning for rezoning the property and proposes to build a semi-detached dwelling on the lot which is consistent with the neighbourhood, and the open house was well received with support from the residents.

Chair Morrison inquires about the parking. Mr. Garha states that there will be four parking spaces.

Chair Morrison inquires whether the proposal includes any additional dwelling units. Mr. Garha states not at this time.

Moved by: Councillor Angelo Marignani
Seconded by: Councillor Fred Francis

Decision Number: **DHSC 811**

I. THAT Zoning By-law 8600 **BE AMENDED** by adding the following zoning exception to Section 91.10:

24. **NORTH SIDE OF CAPITOL STREET, BETWEEN LILLIAN AVENUE AND REMINGTON AVENUE**

For the lands comprising of Lot 149, Part Lot 148 and Part closed alley, Registered Plan 1106, a *Semi-Detached Dwelling* shall be an additional permitted *main use,* and the following additional provisions shall apply to a *Semi-Detached Dwelling:*

a) *Gross Floor Area: maximum* 477.25 m^2

[ZDM 8; ZNG/7356]

II. THAT Zoning By-law 8600 **BE FURTHER AMENDED** by changing the zoning of Lot 149, Part Lot 148 and Part closed alley, Registered Plan 1106, known municipally as 654 Capitol Street (Roll No. 070-050-12808), situated on the north side of Capitol Street between Lillian Avenue and Remington Avenue from RD1.3 to RD1.3x(24).

Carried.

Report Number: S 21/2026
Clerk's File: Z/15120

8. ADJOURNMENT

There being no further business the meeting of the Development & Heritage Standing Committee (*Planning Act* Matters) portion is adjourned at 7:12 o'clock p.m.

Ward 10 – Councillor Jim Morrison (Chairperson)

Deputy City Clerk / Supervisor of Council Services

Subject: Rezoning - 3694-3738 Howard Avenue - Z-003/26 ZNG/7355 - Ward 9

Reference:

Date to Council: May 4, 2026
Author: Adam Szymczak, MCIP, RPP
Senior Planner - Development
519-255-6543 x6250
aszymczak@citywindsor.ca
Planning & Building Services
Report Date: 3/5/2026
Clerk's File #: Z/15121

To: Mayor and Members of City Council

Recommendation:

I. THAT Zoning By-law 8600 **BE AMENDED** by changing the zoning of Lots 33 to 41, Block 'B', Part of Lot 42 and Block 'A', Registered Plan 1259 (PIN 01561-2293, 01561-5401, 01561-5397), known municipally as 3694-3738 Howard Avenue (Roll No. 070-090-05400, 070-090-05606, 070-090-05706), situated at the southeast corner of Howard Avenue & Holburn Street, from Residential District 1.1 (RD1.1) and Holding Residential District 1.1 (HRD1.1) to Residential District 3.2 (RD3.2).

II. THAT, when Site Plan Control is applicable:

A. The documents, materials, or studies identified in Appendix B to Report S 23/2026, **BE SUBMITTED** with an application for site plan approval, to the satisfaction of the municipal department or external agency requesting them.

B. The Site Plan Approval Officer **BE DIRECTED** to incorporate any requirements identified in Appendix B to Report S 23/2026, into an approved site plan and an executed and registered site plan agreement, to the satisfaction of the municipal department or external agency requesting them.

Executive Summary:

N/A

Background:

Application Information

Location: 3694-3738 Howard Avenue (Southeast corner of Howard Avenue & Holburn Street)

Legal: Lots 33 to 41, Block 'B', Part of Lot 42 and Block 'A', Registered Plan 1259; PIN 01561-2293, 01561-5401, 01561-5397

Roll No: 070-090-05400, 070-090-05606, 070-090-05706

Ward: 9 **Planning District:** South Windsor **Zoning District Map**: 8 & 9

Applicant: J Rauti Developments Inc. & 2601817 Ontario Limited (John Rauti)

Owner: J Rauti Developments Inc. & 2601817 Ontario Limited

Agent: Dillon Consulting Limited (Amy Farkas, Rukma Ramdenee)

Proposal: Construct one Multiple Dwelling with a maximum building height of 20 m over six storeys, consisting of 90 dwelling units, 112 parking spaces (including 5 accessible parking spaces), 10 bicycle parking spaces, and two loading spaces with one access way to Holburn Street. No access is proposed to Howard Avenue.

Requested Amendment: From Residential District 1.1 (RD1.1) and Holding Residential District 1.1 (HRD1.1) to Residential District 3.2 (RD3.2). No zoning exceptions have been requested.

Submissions: All documents are available online or aszymczak@citywindsor.ca.

Attached to Report S 23/2026 as an Appendix: Conceptual Site Plan (Appendix A)

Not attached to Report S 23/2026 but available online:

Application Zoning By-law Amendment; Cover Letter; Archaeological Assessment Stage 1 & 2; Archaeological MCM Letter; Drawings Rendering; Engagement Summary Report; Functional Servicing Report; Noise Assessment; Planning Justification Report; Species at Risk (SAR) Howard Sandison; SWM Checklist Modelling Method; SWM Technical Design Brief; Urban Design Brief

Site Information:

OFFICIAL PLAN	ZONING	CURRENT USE	PREVIOUS USE
Mixed Use Corridor	Residential District 1.1 (RD1.1 & HRD1.1)	Single Detached Dwellings	Unknown
LOT FRONTAGE HOWARD AVE	**LOT FRONTAGE HOLBURN STREET**	**LOT AREA**	**LOT SHAPE**
~139.6 m	~59.4 m	7,413.7 m^2	Irregular

Figure 1: Key Map

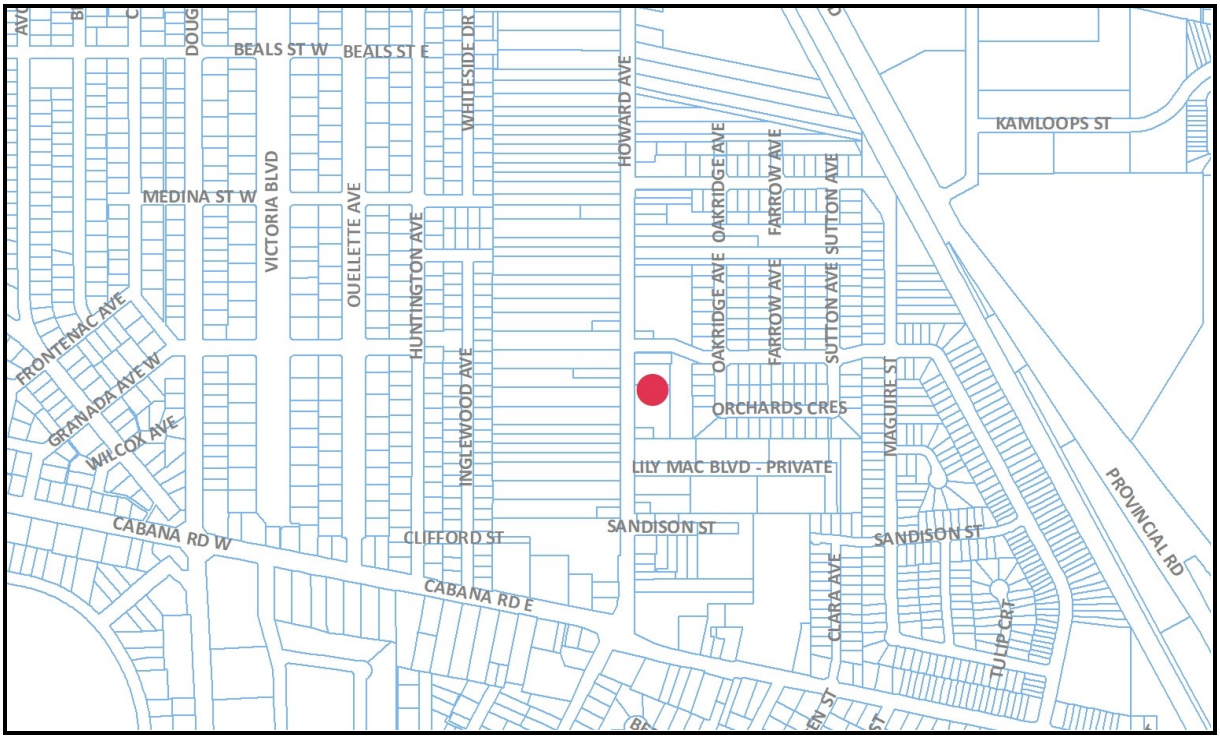


Figure 2: Subject Parcel - Rezoning

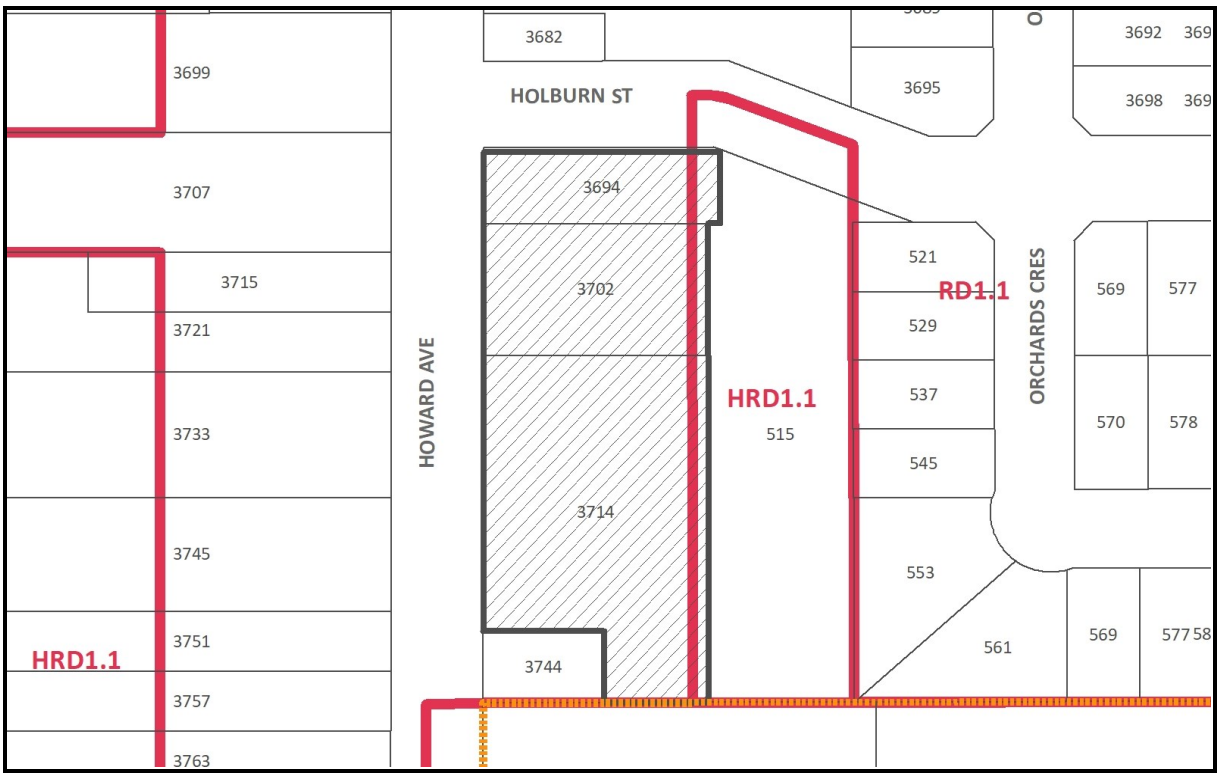
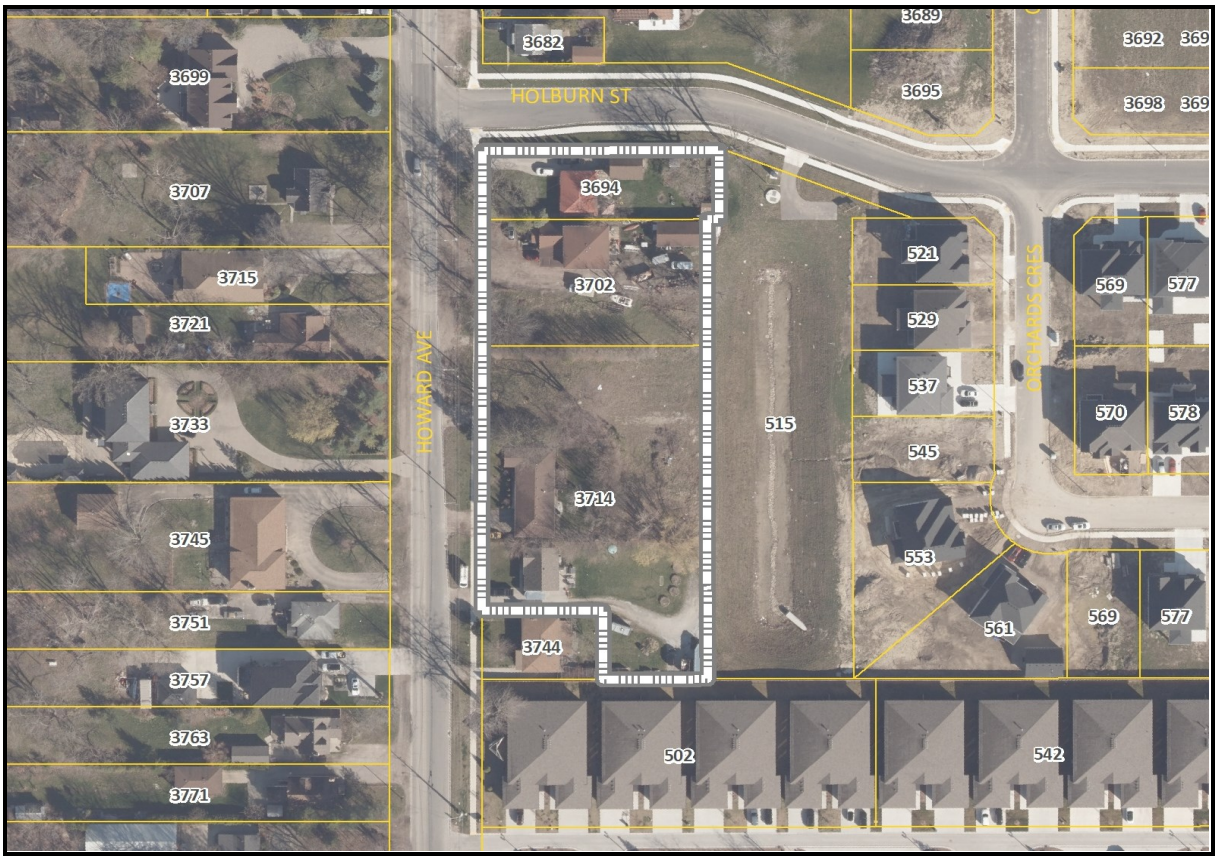


Figure 3: Neighborhood Map



Neighbourhood: Section 2.0 in the PJR provides an overview of the site and the surrounding land uses. To the east is a stormwater management pond and low-profile dwellings (primarily single detached dwellings). To the south is a mix of single detached, townhome, and multiple dwellings. To the west and north are more low-profile dwellings.

Neighbourhood commercial uses include a node at the intersection of Howard and Cabana Road, and a plaza at the southwest corner of Howard and Kenilworth. Devonshire Mall, a major regional shopping centre, is located about 1.2 km to the north. The Walker Road commercial area is about 2.5 km to the southeast. Numerous schools, parks, recreational trails and natural areas are in the surrounding area.

Howard Avenue is classified as a Class II Arterial Road with a rural cross section with a southbound left turn lane at Holburn, a sidewalk on the east side and no curbs. Holburn Street is a classified as a Local Street with a two-lane cross section, curbs and sidewalks on both sides of the street. Howard Avenue provides access to EC Row Expressway and Highway 401.

The closest existing transit route to this property is Route 240. This route has an existing weekday peak frequency of 30 minutes. The closest existing bus stop is directly across from this property on Howard at Holburn northeast corner providing direct transit access to this development. This will be maintained with Transit Windsor's City Council approved Transit Master Plan.

Consultations:

An in-person and virtual open house was held on March 27, 2025, at the Roseland Trinity United Church from 5.30 to 7.00pm. Three residents attended in-person and one individual participated virtually. Comments were accepted until April 11, 2025. Seven written submissions were submitted. An Engagement Summary is available online.

A common concern of residents is the potential negative impact of a six-storey building on the "values and characteristics of this neighbourhood" and setting a "dangerous precedent" for future overdevelopment. The Agent notes that the Mixed Use Corridor designation and the Windsor Intensification Guidelines explicitly encourage intensification on the subject lands. The Agent further notes on page 4 of the Engagement Summary that:

> "*Compatibility, as outlined in the City's Official Plan, is not synonymous with uniformity or replication of existing built form. Rather, it refers to the sensitive integration of new development that respects adjacent land uses, mitigates adverse impacts, and contributes to the overall function and character of the area. This interpretation is especially critical in the context of intensification*."

Appendix B to this report contains comments from municipal departments and external agencies. Any requirements will be implemented during the Site Plan Control process. Per the Planning Act, statutory notice was advertised in the Windsor Star, a local newspaper. A courtesy notice was delivered to property owners within 200 m of the subject parcel.

Anticipated Change Based on Recommendations:

TRANSPORTATION IMPACT
Based on the anticipated trip generation, the additional density is expected to have a negligible impact on traffic operations and the surrounding transportation network. Therefore, a Transportation Impact Study was not required, and none was submitted.
PARKING SPACES
112 parking spaces proposed. This complies with the requirements of Zoning By-law 8600. Therefore, no supporting document is required.
SANITARY SEWER
Functional Servicing Study submitted The sanitary sewer has a capacity of 36.22 L/s, with current flows at 18.20 L/s. Proposed developments (including one at 3771-3793 Howard Avenue) are expected to generate 34.0 L/s, which is within—but close to—the system's capacity. This capacity is not reserved for any specific development. If other projects proceed first, available capacity may be reduced, and the proposed development may no longer be able to move forward.
STORMWATER MANAGEMENT
Functional Servicing Study submitted Dry Pond has capacity to accommodate quantity control for the Site for all storms, up to and including the 100-year and UST (Urban Stress Test) events; Incorporation of the Site into the existing Dry Pond does not adversely impact existing roadway ponding through the Orchards Subdivision; Dry Pond pump station capacity of 91 L/s will be maintained.

Discussion:

Planning Justification Report (PJR) (Dillon Consulting, January 2026)

Section 3.5 in the PJR provides a comprehensive planning analysis. The PJR states that the development "*expands housing options in the area by introducing a mix of unit types within a multiple dwelling format*", is an "*affordable and diverse*" housing solution, and is "*in close proximity to commercial uses and recreational connections in the surrounding area*". It concludes that the "*proposal is suitable and will not be impacted by or negatively impact surrounding uses, is consistent with the PPS, conforms to the intent and purpose of the City of Windsor Official Plan, and represents good planning*." The City of Windsor Planning and Development Services concurs with the analysis, summary, and conclusions in the PJR.

Archaeological Assessment Stage 1-2 (TMHC Inc. 17 July 2025)

Stage 2 of the Archaeological Assessment did not result in the documentation of archaeological resource and that no further assessment is recommended. The Ministry of Citizenship and Multiculturalism confirms that the assessment has been entered into the Ontario Public Register of Archaeological Reports without technical review.

Functional Servicing Report (FSR) (Dillon Consulting, January 2026)

The FSR states that there is sufficient sanitary servicing capacity for the proposed development. The FSR notes that the "*proposed building and parking lot will be serviced through a new storm sewer network constructed within the proposed development*" and that "*storm sewers have been sized to accommodate a 1:5-year storm event*". City of Windsor Engineering: Development deems the FSR acceptable. They note that sanitary sewer is reaching capacity and that proposed developments will have to proceed as proposed. A revised servicing study that reflects the final development will be required during SPC to confirm capacity.

Noise Assessment (Dillon Consulting, January 2026)

The noise assessment notes there are "*no significant stationary sources of noise (commercial/industrial) which warrant a stationary noise assessment*". The transportation noise assessment indicates that sound levels at the southwest façade exceed applicable limits. Mitigation via building component design such as upgraded glazing is not anticipated to be required. The development will require the "*provision for the installation of central air conditioning with a Type C warning clause*". This will be included in the site plan agreement.

Species at Risk (SAR) Memo (Dillon Consulting, December 5, 2018)

The SAR Memo states that the subject lands "*do not contain any designated Natural Heritage lands*" and concludes there is a "*low likelihood for SAR or SAR habitat within the project location*".

Urban Design Brief (UDB) (Dillon Consulting, January 2026)

The UDB concludes that the development "*reflects a context-sensitive approach to intensification aligned with the City of Windsor's Official Plan and Intensification Design Guidelines*" and "*demonstrates land use compatibility not through uniformity, but through appropriate scale relationships, transitional form, and future adaptability*". City of Windsor Planning and Development Services concurs with the analysis, summary, and conclusions in the UDB.

Provincial Planning Statement 2024 (PPS 2024):

The Howard Avenue Mixed Use Corridor is considered a Strategic Growth Area, which the PPS encourages to be the focus of growth and development. Section 3.5 in the PJR provides a comprehensive planning analysis including the PPS 2024. City of Windsor Planning and Development Services concurs with the analysis in the PJR. The proposed amendment to Zoning By-law 8600 is consistent with the PPS.

City of Windsor Official Plan (OP):

The Mixed Use Corridor designation permits medium and high profile residential uses. The OP does not permit new low profile residential uses (e.g. single unit, semi-detached, duplex, townhome, and low profile multiple dwellings) along this stretch of Howard Avenue. The proposed height of the building is compatible with established lower scale development, which is buffered on all sides by roads, parking areas and an existing storm water facility. Section 3.5 in the PJR provides a comprehensive planning analysis including the OP. The PJR notes that the proposed development "*adheres to the City of Windsor Intensification Guidelines*". City of Windsor Planning and Development Services concurs with the analysis in the PJR. The proposed amendment to Zoning By-law 8600 conforms to the general policy direction of the OP, the Mixed Use Corridor land use policy, and the *Intensification Guidelines*.

Zoning By-Law 8600:

The current Residential District 1.1 (RD1.1) zoning permits a Single Unit Dwelling, an existing Duplex Dwelling and an existing Semi-detached Dwelling as permitted uses on a lot having a minimum width of 15 m. The Applicant is requesting an amendment to Residential District 3.2 (RD3.2) to allow the Multiple Dwelling development as proposed.

No exceptions have been requested. The Zoning Coordinator notes minor non-compliance with landscaped area and parking setback requirements, which can be easily revised. The proposed RD3.2 zoning is consistent with the PPS 2024, aligns with the Official Plan, and is appropriate for the development.

Site Plan Control (SPC):

The development as proposed is subject to Site Plan Control. Recommendation 2 requires that various requirements in Appendix B to Report S 23/2026 and any mitigation measures identified submitted documents be incorporated into an approved site plan and site plan agreement.

Risk Analysis:

N/A

Climate Change Risks

Climate Change Mitigation:

The proposed development implements Environmental Master Plan Objective C1: Encourage in-fill and higher density in existing built areas. Infill intensification minimizes the impact on greenhouse gas emissions as these developments create complete communities while using existing infrastructure such as sewers and public transit.

Climate Change Adaptation:

The proposed development offers an opportunity to increase resiliency for the surrounding area by supporting a complementary and compact form of housing and intensification that is near transit, active transportation, and community service options. New construction is required to meet the provisions of the Building Code, which will be implemented through the building permit process. Incorporation of storm water management best practices is required.

Financial Matters:

N/A

Conclusion:

Based on the documents submitted by the Applicant and the analysis in this report, it is my opinion that the recommended amendment to Zoning By-law 8600 is consistent with the PPS 2024 and is in conformity with the Official Plan.

The recommended amendment will permit a Multiple Dwelling that is compatible with existing and permitted uses in the surrounding area, represents an appropriate increase in density, and supports a complementary form of housing located near transportation, institutional, and recreational options, and commercial and employment areas.

The recommendation to amend Zoning By-law 8600 constitutes good planning.

Planning Act Matters:

I concur with the above comments and opinion of the Registered Professional Planner.

Greg Atkinson, MCIP, RPP
Deputy City Planner - Development

Neil Robertson, MCIP, RPP
City Planner

I am not a registered Planner and have reviewed as a Corporate Team Leader

JP RM

Approvals:

Name	Title
Greg Atkinson	Deputy City Planner - Development
Aaron Farough	Senior Legal Counsel, Legal & Real Estate
Neil Robertson	City Planner
Jelena Payne	Deputy CAO/Commissioner, Economic Development
Ray Mensour	Chief Administrative Officer

Appendices:

1 Appendix A: Concept Plan
2 Appendix B: Consultations

SITE DATA : ZONED HRD1.' (BYLAW 8600) (STATS BASED OFF R03.2)

		REQUIRED	PROPOSED	VARIANCE
a.	LOT AREA	MIN. 4,625.0 m²	7,413.7 m²	–
b.	LOT FRONTAGE (CORNER LOT)	MIN. 30.0 m	59.4 m	–
c.	BUILDING AREA	–	1,838.4 m²	–
d.	BUILDING LOT COVERAGE	MAX. 35.0 %	24.7 %	–
e.	BUILDING GROSS FLOOR AREA (G.F.A)	–	11,030.4 m²	–
f.	BUILDING HEIGHT (CORNER LOT)	MAX. 24.0 m	20.0 m	–
g.	BUILDING SETBACKS			
	FRONT – NORTH	–	6.3 m	–
	REAR – SOUTH	–	27.4 m	–
	SIDE EXTERIOR – WEST	–	6.9 m	–
	SIDE INTERIOR – EAST	–	25.2 m	–
h.	NO. OF PARKING SPACES (INCLUDES ACCESSIBLE SPACES) 1.25 SPACES PER UNIT	112 SPACES	112 SPACES	–
i.	NO. OF ACCESSIBLE PARKING SPACES			
	101 TO 200 SPACES			
	TYPE 'A'	2 SPACES	2 SPACES	–
	TYPE 'B'	2 SPACES	3 SPACES	–
j.	NO. OF LOADING SPACE			
	G.F.A. 7,500m² TO 15,000m²			
	SIZE = 3.0mX7.5mX3.5m	2 SPACE	2 SPACE	–
k.	NO. OF REQUIRED BICYCLE PARKING SPACES 20 OR MORE	7 SPACES	10 SPACES	–
l.	PAVED AREA		2,980.9 m²	
	COVERAGE	–	40.2 %	–
m.	LANDSCAPED OPEN SPACE			
	HARD		788.3 m²	
	SOFT		1,766.1 m²	
	TOTAL		2,554.4 m²	
	COVERAGE	MIN. 35.0 %	35.0 %	–
n.	PRE-CAST CONCRETE CURB	–	425.3 m	–
o.	SITE DENSITY (CORNER LOT) 150 UNITS PER HECTARE	MAX. 140 UNITS	90 UNITS	–

LEGEND

WALKWAY

LANDSCAPED AREA

RESIDENT PATIO

PAINTED ASPHALT

UNIT COUNTS

1ST FLOOR – 4(1A) 1-BED (630 ft²)
(7-4 UNITS) – 6(2A) 2-BED (1,135 ft²)
– 4(2B) 2-BED (1,135 ft²)

2ND FLOOR – 4(1A) 1-BED (630 ft²)
(7-6 UNITS) – 6(2A) 2-BED (1,135 ft²)
– 4(2B) 2-BED (1,135 ft²)
– 2(2C) 2-BED (1,055 ft²)

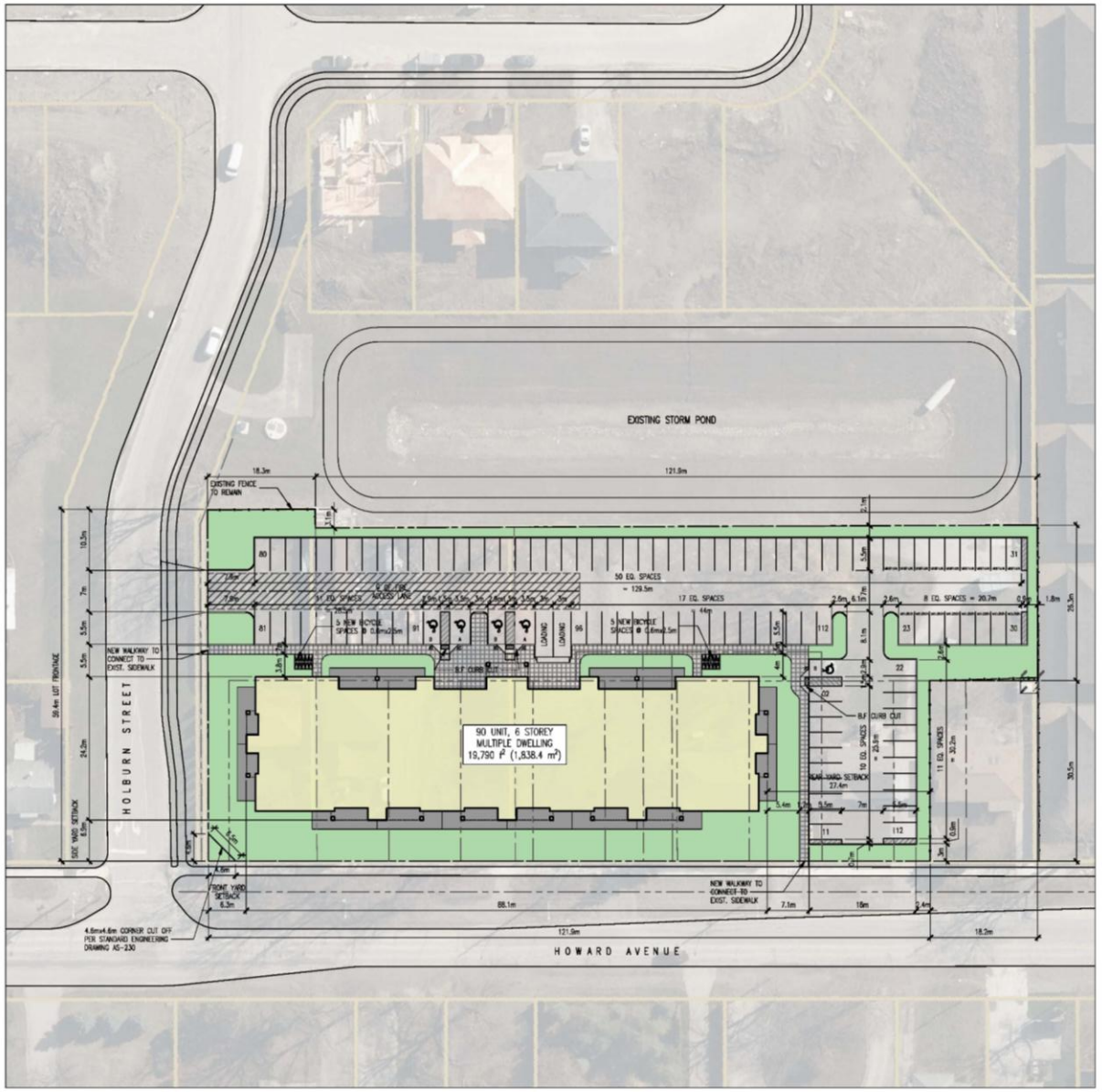
3RD FLOOR – 4(1A) 1-BED (630 ft²)
(7-6 UNITS) – 6(2A) 2-BED (1,135 ft²)
– 4(2B) 2-BED (1,135 ft²)
– 2(2C) 2-BED (1,055 ft²)

4TH FLOOR – 4(1A) 1-BED (630 ft²)
(7-6 UNITS) – 6(2A) 2-BED (1,135 ft²)
– 4(2B) 2-BED (1,135 ft²)
– 2(2C) 2-BED (1,055 ft²)

5TH FLOOR – 6(2A) 2-BED (1,135 ft²)
(14 UNITS) – 4(2B) 2-BED (1,135 ft²)
– 2(2C) 2-BED (1,055 ft²)
– 2(3A) 3-BED (1,660 ft²)

6TH FLOOR
(14 UNITS) – 6(2A) 2-BED (1,135 ft²)
– 4(2B) 2-BED (1,135 ft²)
– 2(2C) 2-BED (1,055 ft²)
– 2(3A) 3-BED (1,660 ft²)

TOTAL – 16 1-BEDROOM
– 70 2-BEDROOM
– 4 3-BEDROOM
= 90 UNITS



SITE PLAN
SCALE : 1" = 30'-0"
0 15 30 45 90 FEET

2026/01/05	REVISED PARKING
2025/11/05	REVISED PARKING
2025/09/30	SPC STAGE 2 REVISION
2025/08/25	SPC STAGE 2 REVISION
2025/03/13	OWNER REVIEW
date (yyyy/mm/dd)	issued for:

general notes:

1. THIS PRINT IS AS INSTRUMENT OF SERVICE ONLY AND IS THE PROPERTY OF THE ARCHITECT.
2. DRAWINGS SHALL NOT BE SCALED.
3. CONTRACTORS SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND CONDITIONS ON THE JOB AND THIS OFFICE MUST BE NOTIFIED OF ANY VARIATIONS FROM THE DIMENSIONS AND CONDITIONS SHOWN BY THESE DRAWINGS.
4. ATTENTION IS DIRECTED TO CONSUMERS' THE GENERAL CONDITIONS REGARDING CONTRACTORS' RESPONSIBILITIES IN REGARD TO SUBMISSION OF SHOP DRAWINGS.
5. IN THE EVENT THE ARCHITECT IS RETAINED TO REVIEW SHOP DRAWINGS, SUCH REVIEW IS ONLY TO CHECK FOR CONFORMANCE WITH DESIGN CONCEPT AND WITH THE INFORMATION GIVEN IN THE CONTRACT DOCUMENTS.
6. CONTRACTORS SHALL PROMPTLY NOTIFY THE ARCHITECT IN WRITING OF ANY DIRECTION BY ANY OMISSIONS VARIATIONS BETWEEN THE CONTRACT DOCUMENTS AND ANY APPLICABLE CODES OR BY-LAWS.
7. THE ARCHITECT IS NOT RESPONSIBLE FOR THE CONTRACTOR'S MEANS, METHODS AND OR TECHNIQUES IN THE CONSTRUCTION OF THIS FACILITY.

stamp:

architectural design associates inc. architect
1670 mercer street
windsor ontario canada n8x 3p7
ph 519.254.3430 fax 519.254.3642
email - info@ada-architect.ca www.ada-architect.ca

project:
PROPOSED RESIDENTIAL DEVELOPMENT
3694-3738 HOWARD AVENUE
WINDSOR, ON

client:
RAUTI

title:
SITE PLAN

scale: AS SHOWN
drawn by: JT, DM
checked by: JBK
date: APRIL, 2024
comm. no.: 2024-072
sheet no.:

A1.0

APPENDIX B – CONSULTATION

CANADA POST: BRUNO DESANDO

This development, as described, falls within our centralized mail policy. Canada Post's multi-unit policy, which requires that the owner/developer provide the centralized mail facility (front loading lockbox assembly or rear-loading mailroom [mandatory for 100 units or more]), at their own expense, will be in effect for buildings and complexes with a common lobby, common indoor or sheltered space.

Should the description of the project change, I would appreciate an update to assess the impact of the change on mail service. If you have any questions regarding these conditions, please contact me. I appreciate the opportunity to comment on this project.

Lock-Box Assembly Requirements: The complete Canada Post Standards Manual for Builders & Developers can be downloaded at:
https://www.canadapost.ca/cpo/mc/assets/pdf/business/standardsmanual_en.pdf

Compartments Size: Horizontal lock-box models used in mailrooms must have the following minimums:

o Residential compartments must be at least 12.5 x 13.5 cm

o Commercial compartments at least 13.5 x 30.5 cm

o Parcel compartments at least 30.5 x 30.5 cm

Vertical lock-box models must have min comp size of 25 x 12.5 cm. (Most models are 40 x 12.7 cm)

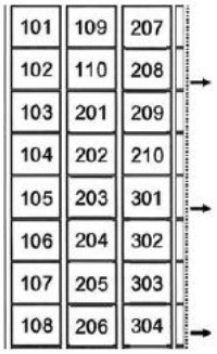
Heights: All lock-box assemblies must be installed in a manner that will not require the delivery employee to reach higher than 170cm or lower than 45cm when delivering to the equipment. With respect to horizontal lock-boxes, the limits above will likely mean that maximum number of compartments that can be included in each column of residential compartments would be eight

Rear-loading Lock-boxes: Projects with more than 100 units are required to be serviced via a rear-loading lock-box assembly. There must be a width of at least 100cm of working space from the back of the boxes to the wall. A ledge under the bottom row of boxes is also recommended in rear-loading designs. This ledge is to be directly under the bottom row of boxes (no space between ledge and bottom of boxes) and must stick out at least 20cm from the back of the boxes. Mailroom door is required to provide a minimum 81cm opening. Lighting should be at least 100 lux (measured 75 cm from floor)

Access: All buildings where the lock-boxes are required to be serviced from inside the building are required to install a Canada Post Crown lock in the building intercom. The intercom is pre-fabricated with an internal housing for the lock. The lock can be obtained from the local deliver supervisor.

If the building has more than 100 units, a rear-loading lock-box assembly will be installed. The door to the Canada Post delivery area must be fitted with a specific model of deadbolt. This is because Canada Post will supply a key cylinder made specifically for the Canada Post key that will fit inside the deadbolt purchased by the developer.

Numbering: Compartments should be numbered vertically and left to right on the delivery side of the boxes



Grade-level Components: If the development includes grade level retail or residential units, please take note that door-to-door delivery will not be provided to these units. Canada Post is happy to install a Community Mailbox to provide service to these units. Please coordinate a location with the Canada Post Delivery Planner for the area. If there is no room on the property for the Community Mailbox, service can be provided via another Community Mailbox in the area. Options to service the units from the tower (lobby) lock-boxes or via a front-loading lock box erected on the outside of the building can also be discussed with the Delivery Planner.

CITY OF WINDSOR: INFRASTRUCTURE: ENGINEERING: DEVELOPMENT

Sewers: The site may be serviced by a 250mm sanitary sewer and a 600mm storm sewer located within Howard Avenue right-of-way. If possible existing connections should be utilized. Any redundant connections shall be abandoned in accordance with the City of Windsor Engineering Best Practice B.P 1.3.3.

A Functional Servicing Study has been submitted by Counterpoint Land Development by Dillon Consulting and has been deemed acceptable for the purposes of rezoning. During Site Plan Control a revised servicing study will be required to reflect the final proposed development, including revised population densities.

Please note the existing 250mm diameter sanitary sewer on Howard Avenue is reaching capacity, and development intensification along the corridor may need to be paused until planned capacity upgrades are completed under the next phase of the Howard Avenue corridor improvements project.

Stormwater Management: The applicant will be required to submit, prior to the issuance of permits, a stormwater management plan in accordance with Windsor Essex Region Stormwater Management Standards Manual, restricting stormwater runoff to pre-development levels This will include, at a minimum:

- Submission of stormwater management review fee,
- Stormwater management report stamped by a professional engineer
- Site servicing drawings stamped by a professional engineer
- Stormwater management check list (link below)

https://essexregionconservation.ca/wp-content/uploads/2018/12/WE-Region-SWM-Standards-Manual.pdf

https://www.citywindsor.ca/business/buildersanddevelopers/Documents/Checklist-Rational-Method.pdf

Right-of-Way: Howard Avenue is classified as a Class II Arterial road with a required right-of-way width of 26m; the current right-of-way width is 23.2m. However, no conveyance is being requested as these lands fall within the boundaries of the previously completed Howard Avenue Environmental Assessment Study, which does not identify any land acquisition being required from the subject parcels.

A 4.6m x 4.6m corner cut is required at the intersection of Holburn St and Howard Ave, at the North-West corner of the subject site.

Howard Avenue is deficient in road and shoulder quality and currently lacks curb and gutter as well as municipal sidewalks. The applicant is required to provide a cash contribution towards the future construction of this infrastructure.

Summary: We require a revised servicing study for this application to be considered complete, and is subject to the following requirements:

Curb and Gutter: To pay to the Corporation, prior to the issuance of a construction permit, the sum of $7,465.00 being the owner's contribution towards the future construction of concrete curb and gutter on the Howard Avenue Frontage of the subject lands.

Corner Cut-Off: The owner(s) agrees, prior to the issuance of a construction permit, to gratuitously convey a 4.6 m x 4.6 m (15' x 15') corner cut-off at the intersection of Holburn Street and Howard Avenue in accordance with City of Windsor Standard Drawing AS-230.

Contact: Daniel Lopez, dlopez@citywindsor.ca

CITY OF WINDSOR: INFRASTRUCTURE: PUBLIC WORKS OPERATIONS: TRANSPORTATION: PLANNING & DESIGN:

Land Conveyance: Not Applicable

Corner Cut-Off: A 4.6m x 4.6m cut-off is required at Howard Avenue and Holburn Street.

Sidewalk: Not Applicable.

Parking: All parking must comply with Zoning By-law 8600.

Transportation Impact Study (TIS): Not Applicable. Based on the anticipated trip generation, the additional density is expected to have a negligible impact on traffic operations and the surrounding transportation network. Accordingly, a TIS is not required.

Access: All accesses shall conform to the TAC Geometric Design Guide for Canadian Roads and the City of Windsor Standard Engineering Drawings.

Exterior Path: All new exterior paths of travel must meet the requirements of the Accessibility for Ontarians with Disabilities Act (AODA).

Contact: Ellie MehriLou, tda@citywindsor.ca

CITY OF WINDSOR: INFRASTRUCTURE: RIGHT-OF-WAY

Required Drawing Revisions:

1. **Driveway Approaches:** Identify any redundant driveway approaches to be abandoned in accordance with Engineering Best Practice B.P3.2.2
2. **Sewer Connections:** All existing and proposed storm, sanitary and water services must be identified on the drawings, as well as the associated mainline sewers/water mains.
    - Modify drawings to include all sewer connections and water services.
    - Identify any redundant connections to be abandoned in accordance with Engineering Best Practice BP1.3.3.
    - Storm outlet not permitted to dry pond. Connection must be made to 600mm storm sewer on Howard Ave.
3. **Corner Cut-off:** A 4.6 m x 4.6 m (15' x 15'), corner cut-off at the intersection of Howard Ave and Holburn St is not shown in the current submission.

- Modify drawings to include corner cut-off as per Standard Engineering Drawing AS-230.

4. **Registered Plan:** Owner to provide 12R Plan to part out the 1.2m strip of land along the entire frontage of Holburn St. to permit driveway access.

The following special provisions will be required prior to submitting a building permit application:

Site Plan Control Agreement: The applicant enter into an agreement with the City of Windsor for all requirements under the General Provisions of the Site Plan Control Agreement for the Engineering Department.

Corner Cut-Off: The owner(s) agrees, prior to the issuance of a construction permit, to gratuitously convey a 4.6 m x 4.6 m (15' x 15'), corner cut-off at the intersection of Howard Ave and Holburn St in accordance with City of Windsor Standard Drawing AS-230.

Curbs and Gutters: The Owner further agrees, at the discretion of the City Engineer, to pay to the Corporation, prior to the issuance of a construction permit, the Owner's contribution towards the future construction of concrete curb and gutter on the Howard Ave frontage of the subject lands. The amount of the contribution will be based on the User Fee Schedule at time of payment.

Registered Plan: The Owner agrees, at its own expense, to draft a 12R Plan to part out the 1.2 metre strip of land along the entire frontage of Holburn St, to permit driveway access. Land to be designated as right-of-way.

Contact: Andrew Boroski, aboroski@citywindsor.ca

CITY OF WINDSOR: PLANNING & DEVELOPMENT SERVICES: ENVIRONMENTAL POLICY: CONNOR WILSON

Environmental Policy staff has no comments for the proposed development.

CITY OF WINDSOR: PLANNING & DEVELOPMENT SERVICES: HERITAGE:

Heritage: There is no apparent built heritage concern with this property.

Archaeology: The City of Windsor is in receipt of the Stage 1 & 2 Archaeological Assessment called "Stage 1-2 Archaeological Assessment Proposed Residential Development 3694-3738 Howard Avenue Lots 33 to 42 (incl.), and Part of Lot 42, Part of Block A, All of Block B, Registered Plan 1259 City of Windsor Essex County, Ontario", PIF #P1093-0022-2025, dated October 23, 2025, with a recommendation of "No Further Work" for the Study Area. The City of Windsor is in receipt of a copy of the letter from the Ministry confirming acceptance of the report in the Ontario Public Register of Archaeological Reports. A final copy of the GIS study area Shapefile must be submitted to the City of Windsor to fulfill the Archaeological Assessment requirements for this property.

Contact: Kristina Tang, ktang@citywindsor.ca, or Tracy Tang, TTang@citywindsor.ca

CITY OF WINDSOR: PLANNING & DEVELOPMENT SERVICES: LANDSCAPE ARCHITECT

No additional landscape comments currently. The following will be required for SPC:

1) **Tree Inventory & Preservation Plan (TIPP):** The purpose of a TIPP is to investigate existing trees/woodlots, within and adjacent to a development proposal and to determine how protection and enhancement can coincide with proposed development.

The TIPP shall capture all live trees over 10cm DBH within the proposed development area, both city and privately owned. This inventory should include trees on adjacent lots in proximity (5 m) to the property lines.

2) **Landscape Plan:** The purpose of the Landscape Plan is to determine landscape features proposed as part of the development. The Plan must be prepared by an OALA Landscape Architect, illustrating the tree preservation fencing location and details on the plans. City trees are protected by By-law. Coordinate with Forestry should any City trees be at risk of injury or removal. Please see Site Plan Control – Application Support Material Terms of Reference for more information.
3) **Photometric Plan** and **Light Fixture Data Sheets (SPC):** These must be prepared by a qualified Lighting Engineer or Consultant. Please see Site Plan Control – Application Support Material Terms of Reference for more information.

CITY OF WINDSOR: PLANNING & DEVELOPMENT SERVICES: SITE PLAN CONTROL

The development proposal is subject to Site Plan Control pursuant to the Planning Act and City of Windsor By-law 1-2004. Where preceding development applications are required, inclusive of Official Plan and Zoning By-law Amendments, request for Site Plan Control Pre-Consultation Stage 1 may be made following completion of the requisite Development and Heritage Standing Committee meeting at https://ca.cloudpermit.com/login

CITY OF WINDSOR: PLANNING & DEVELOPMENT SERVICES: URBAN DESIGN: SOPHIA DI BLASI

No urban design comments for this application.

CITY OF WINDSOR: PLANNING & DEVELOPMENT SERVICES: ZONING COORDINATOR: STEFAN PAVLICA

Proposed Zoning Designation: Residential District 3.2 (RD3.2)

Section 12.2.5 – Residential District 3.2 (RD3.2):

- Minimum Lot Frontage [12.2.5.1]:
  - 30.0m (Required) 59.4m (Provided)
- Minimum Lot Area [12.2.5.2]:
  - 4,717.0m2 (Required) 7,413.7m2 (Provided)
- Maximum Lot Coverage [12.2.5.3]:
  - 35.0% (Required) 25.0% (Provided)
- Maximum Main Building Height – Corner Lot [12.2.5.4]:
  - 24.0m (Required) 6 storeys = 24.0m (Provided)
- Minimum Landscaped Open Space Yard [12.2.5.8]:
  - 35.0% of lot area (Required) 34.6% (Provided)
- Maximum Dwelling Unit Density – dwelling units per hectare [12.2.5.13]:
  - 139 (Required) 90 (Provided)

Section 24 – Parking, Loading, and Stacking Provisions: COMPLIES

Section 25 – Parking Area Regulations:

- [25.5.10.13] For any part of a parking area that is located less than 4.50 metres from a dwelling unit on an abutting lot, a screening fence with a minimum height of 1.20 metres shall be provided along the lot line on which the parking area is located.
- Parking Area Separation from a street [25.5.20.1.2]:
  - 3.00m (Required) 2.81m (Provided)

CITY OF WINDSOR: TRANSIT WINDSOR: JASON SCOTT

Transit Windsor has no objections to this development. The closest existing transit route to this property is with Route 240. Route 240 has an existing weekday peak frequency of 30 minutes. The closest existing bus stop is directly across from this property on Howard at Holburn northeast corner providing direct transit access to this development. This will be maintained with Transit Windsor's City Council approved Transit Master Plan.

ENWIN: HYDRO ENGINEERING: TIA MCCLOSKEY

No Objection provided clearances are maintained from our distribution infrastructure. Please note the following distribution and services:

- Overhead 27kV primary distribution pole line at the South limit of the property.
- Overhead 120/240V Secondary Triplex distribution, servicing multiple addresses across the street to the South and at above noted addresses.
- Overhead 120/240V Secondary Transformer at the South limit of the above noted property.

Proposed buildings and/or building additions must have adequate clearance requirements from all hydro distribution and services. We recommend referring to the Occupational Health and Safety Act for minimum safe limits of approach during construction and the Ontario Building Code for adequate clearance requirements for New Buildings and/or Building Additions.

ENWIN: WATER ENGINEERING: BRUCE OGG

ENWIN Water has no objections. All existing water services are to be abandoned at the watermain, and a new water service is required to accommodate the proposed development.

Subject: Official Plan and Zoning By-law Amendments Applications for the property known as 1878-1918 Huron Church; Applicants: 2188160 Ontario Ltd & Roba Chafchak; File Nos. OPA 197 [OPA/7336] and Z-031/25 [ZNG/7335]; Ward 10

Reference:
Date to Council: May 4, 2026
Author: Justina Nwaesei, MCIP, RPP
Planner III - Development
519-255-6543, ext. 6165
jnwaesei@citywindsor.ca

Planning & Building Services
Report Date: April 8, 2026
Clerk's File #: Z/15122 & Z/15127

To: Mayor and Members of City Council

Recommendation:

I. That the City of Windsor Official Plan Volume II, Part 2 – Secondary Plans, South Cameron Planning Area, **BE AMENDED** by changing the land use designation of the lands located on the east side of Huron Church and west side of Daytona Avenue, south of Malden, described as Lots 12 to 18 (incl.), Part of Lots 5 to 11 (incl.), Part of Bock A, Part of Manitoba Street, Registered Plan 948 and Lots 102 to 104 (incl.), Part of Lots 1 and 2, Part of Block B, Registered Plan 997, and municipally known as 0, 1878 & 1918 Huron Church Road and 0 Daytona Avenue, from Business Park to Mixed Use Corridor;

II. THAT the City of Windsor Official Plan, Volume II, Part 1 – Special Policy Areas, **BE FURTHER AMENDED** by adding site specific policies as follows:

1.X EAST SIDE OF HURON CHURCH ROAD AND WEST SIDE OF DAYTONA AVENUE, SOUTH OF MALDEN ROAD

1.X.1 THAT the properties described as Part of Lots 5 to 11 (incl.), Part of Bock A, Part of Manitoba Street, Registered Plan 948 and Lots 102 to 104 (incl.), Part of Lots 1 and 2, Part of Block B, Registered Plan 997, and municipally known as 0, 1878 & 1918 Huron Church Road and 0 Daytona Avenue, are designated on Schedule A: Planning Districts and Policy Areas in Volume I – The Primary Plan.

1.X.2 THAT the following shall apply to the lands described as Part of Lots 5 to 11 (incl.), Part of Bock A, Part of Manitoba Street, Registered Plan 948 and Lots 102 to 104 (incl.), Part of Lots 1 and 2, Part of Block B, Registered Plan 997, and municipally known as 0, 1878 & 1918 Huron Church Road and 0 Daytona Avenue:

a) The text of the Official Plan Volume II referencing *Commercial Corridor* designation on Schedule SC-1 in s.4.7.7.2 shall be read as *Mixed Use Corridor*; and

b) The *Commercial Corridor* designation on Schedule SC-1: Development Concept of the Official Plan Volume II shall be read as *Mixed Use Corridor*.

III. THAT Section 95.20 of Zoning By-law 8600 **BE AMENDED** by adding the following holding condition:

(4) Submission of a Transportation Impact Study to the satisfaction of the City Engineer.

[ZNG/7335]

IV. THAT Zoning By-law 8600 **BE FURTHER AMENDED** by changing the zoning of the lands located on the east side of Huron Church Road and west side of Daytona Avenue, south of Malden Road, described as Lots 12 to 18 (incl.), Part of Lots 5 to 11 (incl.), Part of Bock A, Part of Manitoba Street, Registered Plan 948 and Lots 102 to 104 (incl.), Part of Lots 1 and 2, Part of Block B, Registered Plan 997, and municipally known as 0, 1878 & 1918 Huron Church Road and 0 Daytona Avenue, from CD4.3 to H(4)CD4.1;

V. THAT the Site Plan Approval Officer **BE DIRECTED** to consider the comments in Appendix C attached to this report, and incorporate the items in paragraphs (a) to (h) below into the Site Plan Agreement, along with other relevant requirements identified in the Site Plan Control approval process for the proposed development on the subject lands:

a) *DECELERATION LANE & LAND CONVEYANCE* – The owners agree that upon approval of a deceleration lane design at Site Plan Control, any required land conveyance for implementation of the deceleration lane shall be provided prior to construction permit, to the satisfaction of the City Engineer.

b) *SANITARY SAMPLING MANHOLE* – The owners agree, for all non-residential uses, to install a sanitary sampling manhole accessible at the property line of the subject lands to the satisfaction of the City Engineer at all times. The determination of the requirement or interpretation if a sampling manhole exists or exceptions to such, will be to the satisfaction of the City Engineer.

c) *SIDEWALKS* – The owners agree to construct, at their expense and according to City of Windsor Standard Specifications, a concrete sidewalk along the entire Daytona Avenue frontage of the subject lands. All work to be to the satisfaction of the City Engineer.

d) *CURB AND GUTTER* – The owners agree, at the discretion of the City Engineer, to construct at their own expense and according to City of Windsor Standard

Specifications, a concrete curb and gutter along the entire Daytona Avenue frontage of the subject lands. All work to be to the satisfaction of the Corporation's City Engineer.

e) *WATER SERVICES* - The owners agree to abandon all existing water services per Windsor Utilities Commission (WUC)

f) *DITCH ENCLOSURE* – The owners agree to enclose the roadside ditch on Daytona Avenue abutting the subject properties in a manner satisfactory to the City Engineer.

g) *REDUNDANT DRIVEWAY APPROACHES* – The owners agree to close and remove all redundant driveway approaches and restore the boulevard, at their own expense, all to the satisfaction of the City Engineer.

h) *SERVICING CHARGES* – The owners shall note that they may be required to pay servicing charges for the existing storm and sanitary sewer and/or sewer connection(s), if not paid previously for this site. These charges will be assessed prior to the issuance of a construction permit

Executive Summary:

N/A

Background:

1. KEY MAP:

KEY MAP - Z 031-25 [ZNG-7335] & OPA 197 [OPA-7336]

SUBJECT LANDS

2. APPLICATION INFORMATION

APPLICANTS: 2188160 Ontario Ltd & Roba Chafchak

AGENT: 2188160 Ontario Ltd, c/o Wally Chafchak

REGISTERED OWNER: SAME AS APPLICANTS

LOCATION: 1878-1918 Huron Church (east side of Huron Church, south of Malden)

ADDRESSES:	ROLL NOS.:
1878 HURON CHURCH RD	080 650 03700 0000
0 HURON CHURCH RD	080 510 02200 0000
0 HURON CHURCH RD	080 510 02100 0000
0 HURON CHURCH RD	080 510 02000 0000
0 HURON CHURCH RD	080 510 01900 0000
1918 HURON CHURCH RD	080 510 01800 0000
0 HURON CHURCH RD	080 510 01700 0000
0 HURON CHURCH RD	080 510 01600 0000
0 DAYTONA AVE	080 510 02300 0000
0 DAYTONA AVE	080 510 02400 0000
0 DAYTONA AVE	080 510 02500 0000

PROPOSAL: The applicant seeks an Official Plan Amendment (OPA) to change the land use designation of the subject lands from "Business Park" to the "Mixed Use Corridor" designation to permit retail use on the subject land.

The applicant also proposes a zoning by-law amendment to change the zoning of the subject lands from Commercial District 4.3 (CD4.3) to Commercial District 4.1 (CD4.1) to accommodate a proposed restaurant with drive-through, retail stores and business offices.

The concept plan shows a total of 121 proposed parking spaces for the subject development

SUBMISSIONS BY APPLICANT:

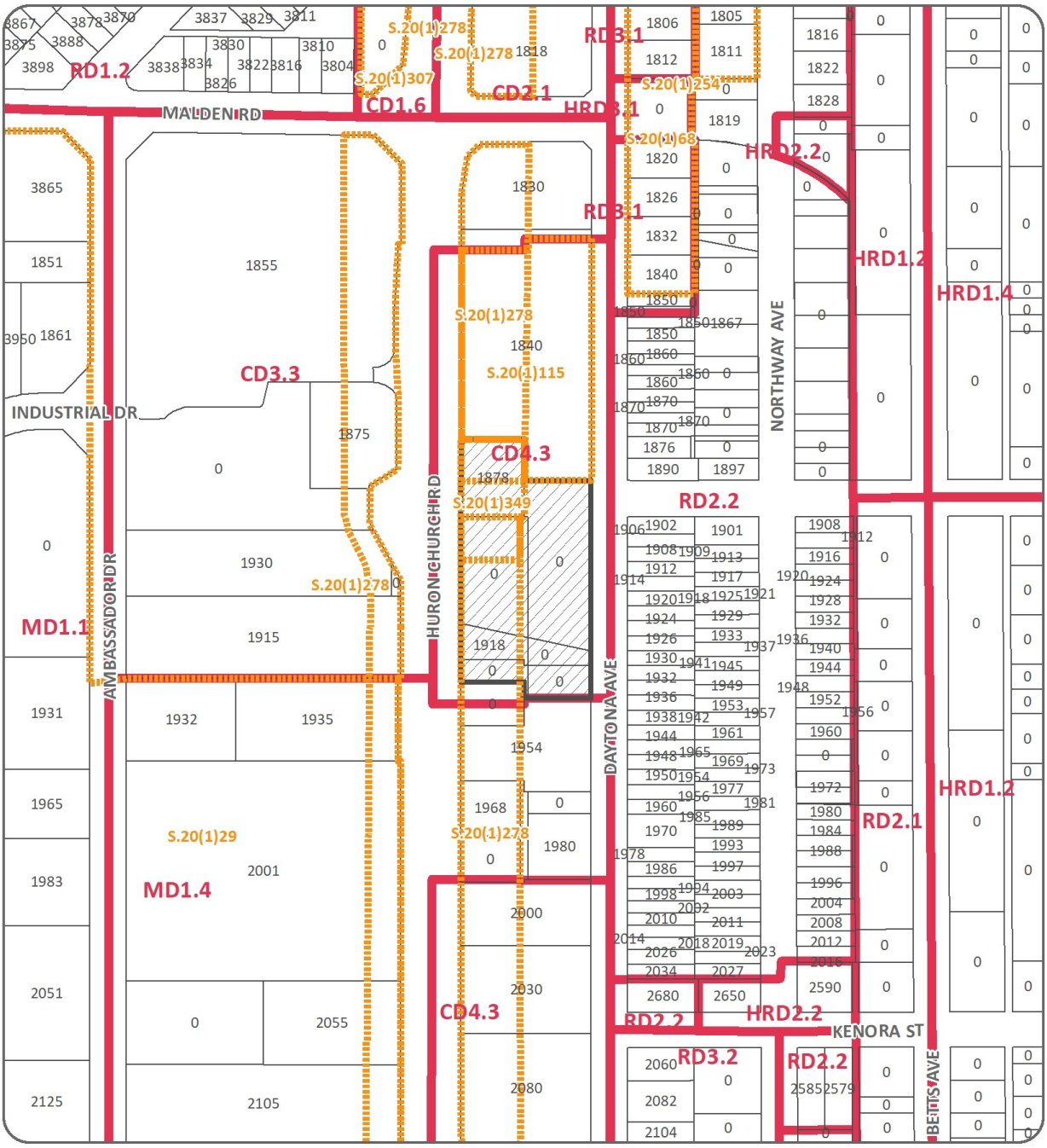
- Zoning By-law Amendment Application Form
- Official Plan Amendment Application Form
- Concept Plan, revised Dec. 11, 2025
- Planning Justification Report, dated Oct. 23, 2025, by HRK Realty Services Ltd.
- Information Gathering Form, dated Jun. 9, 2023, by MTE Consultants
- Species At Risk Report, dated Nov. 14, 2024, by Myler Ecological Consulting
- Traffic Impact Study, dated April 2023, by R C Spencer & Associates
- Tree Inventory and Preservation Plan, dated June 2024, by Bezaire & Partners
- Topographic Plan of Survey, dated Jan. 27, 2025
- Ownership documents (not on the website)

Use this Link to access the above materials located on the City's website:

3. SITE INFORMATION

OFFICIAL PLAN	ZONING & ZDM	CURRENT USE(S)	*PREVIOUS USE(S)*
Schedule A, OP Vol. 1: • SOUTH CAMERON SECONDARY PLAN • HURON CHURCH ROAD CORRIDOR Schedule SC-1, OP Vol. 2: Development Concept • BUSINESS PARK	Commercial District 4.3 (CD4.3); S.20(1)278 & 20(1)349.; ZDM4	Business Office (insurance office) at 1878 Huron Church Road Vacant lots Single unit dwelling at 1918 Huron Church Rd	Single unit dwelling at 1878 Huron church Road (until 2008). Unknown
FRONTAGE	**DEPTH**	**AREA**	**SHAPE**
134.50 m (441.28ft) along Huron Church Road; and 121.17 m (397.43ft) along Daytona Avenue	Irregular [Average depth is 72.04 m (236.35ft)]	9,143.30 $m^{2.}$ (2.259 acres)	Irregular
Note: All measurements are approximate			

4. REZONING MAP



PART OF ZONING DISTRICT MAP 4

N.T.S.

REZONING

Applicant: Avant Group Inc.

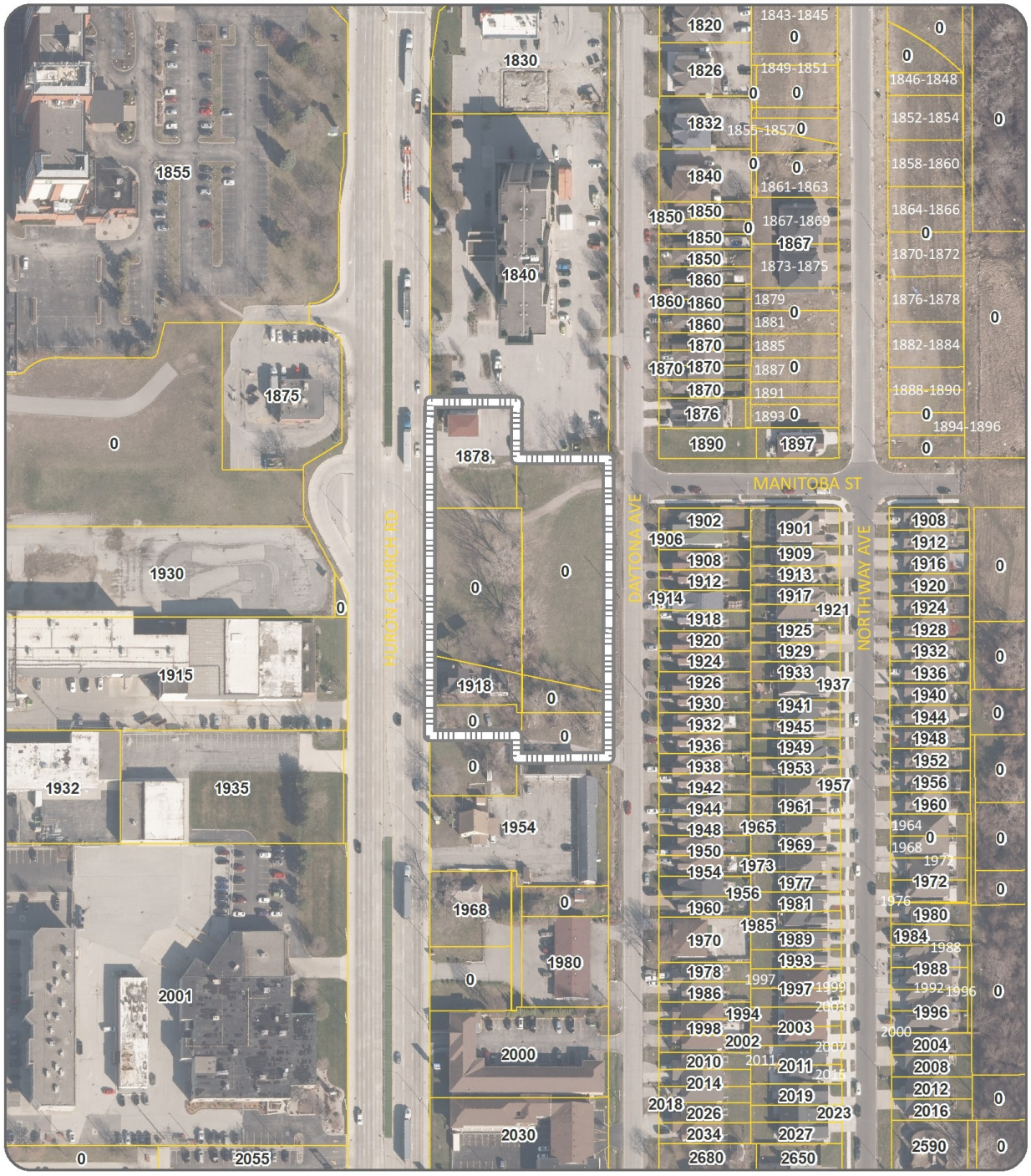
SUBJECT LANDS

PLANNING & BUILDING DEPARTMENT

DATE : FEBRUARY, 2026
FILE NO. : Z-031-25, ZNG-7335

5. NEIGHBOURHOOD CHARACTERISTICS

NEIGHBOURHOOD MAP



NEIGHBOURHOOD MAP - Z 031-25 [ZNG-7335] & OPA 197 [OPA-7336]

The subject neighbourhood is characterized by a mix of uses comprising industrial, commercial, and low-profile residential developments.

SURROUNDING LAND USE

North side of the subject lands: Hotel (Hampton Inn & Suites) at 1840 Huron Church Road; Restaurants at 1830 Huron Church Road.

South side of the subject lands: Motels at 1954 Huron Church Rd (Bestway Motel), 1968 Huron Church Rd (Huron Motel), 2000 Huron Church Rd (Motel 6), and 2030 Huron Church Rd (Kenora Motel).

West side of the subject lands: Huron Church Road Right-of-Way. Next west, an office building at 2001 Huron Church Road, industrial uses at 1915 and 1935 Huron Church Road, retail use at 1875 Huron Church Road, and hotel (Holiday Inn & Suites) at 1855 Huron Church Road.

East side of the subject lands: Daytona Avenue Right-of-Way. Next east, Manitoba Street Right-of-Way, low profile residential developments of the semi-detached detached dwellings and townhome form of housing.

Appendix A attached to this report contains site photos capturing existing surrounding land uses in the immediate area.

MUNICIPAL INFRASTRUCTURE

- The site may be serviced by a 250mm diameter sanitary sewer located within the Daytona Avenue right-of-way, a 400mm diameter corrugated steel storm sewer located in the Daytona Avenue right-of-way, a 525mm diameter RCP storm sewer located in the right-of-way fronting 1918 Huron Church, and a 300mm diameter CP storm sewer located in the right-of-way fronting 1878 Huron Church.
- There are 200mm diameter PVC watermains along the east side of Huron Church Road right-of-way and along the east limit of Daytona Avenue right-of-way. There is also a 250 mm diameter PVC watermain on the west limit of Huron Church Road right-of-way.
- There are fire hydrants on Huron Church Road and Daytona Avenue rights-of-way.
- There are concrete sidewalks, curbs and gutters, on both sides of Huron Church Road right-of way and on the west side of Daytona Avenue from Malden Road to Manitoba Street, but there is no sidewalk on that part of Daytona Avenue, south side of Manitoba Street.
- There is a ditch along the west limit of Daytona Avenue right-of-way.
- Enwin has an existing overhead pole line along the east limit of the site with 27.6 kV primary high voltage and 120/240-volt secondary hydro distribution. Hydro poles and LED Street lights are located along the abutting rights-of-way (Huron Church Road and Daytona Avenue.)
- The closest existing transit route to this property is with Route 305. Route 305 has an existing weekday peak frequency of 30 minutes. The closest existing bus stop is

directly adjacent to this property on Daytona at Manitoba northwest corner providing direct transit access to this development.

- Huron Church Road is classified as a Class 1 Arterial Road and Daytona Avenue is classified as a Local Road, according to the Official Plan. Huron Church Rd has 6 lanes (3 in each direction) and a raised median. Daytona Avenue is a 2-lane, 2-directional right-of-way.

Consultations:

1. PLANNING CONSULTATIONS

The application went through the Planning Consultation process, which resulted in the applicant's submission of the required supporting materials (studies/reports and information) noted in the *Application Information* section of this planning report.

2. PUBLIC OPEN HOUSE [Developer-led Public Information Centre (PIC)]

The proponent held an open house from 1:00 pm to 4:00 pm on June 14, 2025, at the Holiday Inn & Suites at 1855 Huron Church Road, to introduce the project to the public. Notification of the open house was mailed to all addresses on the list provided by the City of Windsor Planning Department.

The landowner and two consultants were on hand to greet attendees and address questions. The applicant's Planning Rational Report indicates that two area residents attended the Open House, and one of the two residents completed a comment sheet noting "strongly support the proposed ZBLA & OPA to accommodate the new project."

3. DEPARTMENT AND AGENCIES

Attached as **Appendix C,** to this report, are comments from the municipal departments and external agencies. There are no objections. Note that this planning report takes into consideration the comments found in Appendix C hereto attached, and the planning analysis contained in the PRR dated October 13, 2025, submitted by the applicant.

Discussion:

PLANNING ANALYSIS:

1. PROVINCIAL PLANNING STATEMENT (PPS) 2024

The Provincial Planning Statement is a policy statement issued under the authority of section 3 of the Planning Act. The Provincial Planning Statement (PPS) 2024 came into effect on October 20, 2024. PPS 2024 applies to all decisions in respect of the exercise of any authority that affects a planning matter made on or after October 20, 2024.

Section 3 of the Planning Act requires that decisions affecting planning matters shall be consistent with policy statements issued under the Act, such as PPS 2024.

The applicant's consultant submitted a revised Planning Rationale Report (PRR) dated October 13, 2025, which addresses relevant policies of the Provincial Planning Statement (PPS) 2024. The PRR and other required support studies, reports, and information

received for the subject applications can be accessed on the city's website through this LINK.

The applicant's PRR explains salient details of the applications, provides an analysis of the key policy considerations of the PPS as it relates to the proposed development on the subject land, and provides information and supporting reasons why the OPA and ZBA applications should be considered and approved. According to the applicant's planning consultant, the proposed commercial development on the subject lands "contributes to the pursuit of a complete community providing commercial services to the local community and the travelling public." However, PPS policy 2.8.2 3 (b) and (c) prohibit commercial uses on land in employment areas. Consequently, the proponent submitted an application to re-designate the lands from Business Park to Mixed Use Commercial.

In section 5.1 of the revised PRR dated October 13, 2025, the applicant's planning consultant provides their analysis of the PPS policies. I have reviewed the planning analysis in the revised PRR and deem the Planning Consultant's analysis to be acceptable.

The PRR confirms that there is sufficient inventory of employment lands such that these subject lands are not required for employment use over the long term, and that this proposal does not impact the existing planned employment area. The discussion in this report under the Official Plan section shows that the PPS policies in 2.8.2 regarding protection of employment areas are satisfied.

The proposed/recommended 'Mixed Use Corridor' land use designation will remove the subject lands from employment area, and facilitate approval of appropriate zoning provisions to permit retail use on the entire subject lands. The recommended OPA ensures that the proposed commercial development is not established within an employment area; therefore, the recommended OPA achieves consistency with policies 2.8.2.3 (b) and 2.8.2.3 (c) of the PPS.

The applicant's planning consultant concludes as follows: *"The proposal to use the Subject Property for a commercial plaza with restaurants to service the nearby residential neighbourhood and traveling public with access to Huron Church Road is appropriate and should be approved by the City of Windsor as it:*
• Is consistent with the Provincial Planning Statement 2024…"

2. OFFICIAL PLAN (OP):

The site is within the *South Cameron* Planning District and *Huron Church Road Corridor* Special Policy Area on Schedule A, OP Vol. I. The site is designated Business Park on Schedule SC-1, Development Concept, OP Vol. II. Use this LINK to access the South Cameron Planning Area policies.

Section 4.7.5.2 of OP Vol. II states that the lands within the Huron Church Road Business Park are subject to the policies contained within Volume I: The Primary Plan and the special policy area provisions of OP Vol. II. Consequently, the Business Park policies in Volume I of the OP are discussed in the next paragraph below.

“Business Park” land use designation in Schedule D – OP Vol. I. provides for business and industrial uses of a similar quality and character to locate together in highly visible areas according to a comprehensive development plan. Use the following link to access the Business Park Policies (s.6.4.4) of the OP.

The Official Plan Volume I provides Employment land uses under two designations (Industrial or Business Park) on Schedule D: Land Use. As noted already in this report, the Provincial Planning Statement 2024 prohibits commercial uses within employment areas. As a result, the proponent requests an Official Plan Amendment from the “Business Park” designation to the “Mixed Use Corridor” designation. Granted the South Cameron Planning Area does not have a Mixed Use Corridor designation, but the current Commercial Corridor designation (s.4.7.7.2, OP Vol. II) is subject to the policies contained within OP Vol. I, which are Mixed Use Corridor policies per OPA 159. Therefore, this report includes site specific policy directions that embrace the recent change in the use of the term “Commercial Corridors” in OP Volume I. This report directs readers to also replace the term “Commercial Corridor” with “Mixed Use Corridor” in s.4.7.7.2 and Schedule SC-1.

The Mixed-Use Corridor land use designation is intended for areas which are designed for vehicle oriented Mixed-Use uses. Mixed-Use Corridors take the form of commercial strips along Arterial and Collector roads within Windsor. These Mixed Use Corridors are expected to provide people-oriented employment and to accommodate higher density/intensity development, while maintaining a broad mix of land uses that support investment in transit and the achievement of complete communities.

Permitted Uses (s.6.5.3.1): Uses permitted in the Mixed Use Corridor land use designation are primarily retail, wholesale store (added by OPA 58, 24 07 2006) and
service oriented uses and, to a lesser extent, office uses. Medium and High Profile residential uses either as stand-alone buildings or part of a commercial-residential mixed use buildings shall be throughout the Corridors.

The proposed commercial development comprising retail stores, restaurant/drive-through restaurant(s), and business office(s) on the subject land is permitted in the Mixed use Corridor.

Although, the Official Plan in section 6.5.3.3 states that “Council will encourage Mixed-Use Corridor development to provide a continuous street frontage and presence”, most of the existing developments along Huron Church Road Corridor are recessed per the Huron Church Road Corridor special policy area. The OP Special Policy for this stretch of Huron Church Road Corridor requires a 10 m minimum landscaped setback from Huron Church Corridor for non-residential developments and 30 m minimum landscaped setback for residential developments from Huron Church Road. Most existing developments along Huron Church Road have their parking area in the front and beside the buildings.

Section 6.5.3.5 of the OP Vol. 1, states, *“Council shall discourage the development of new Mixed Use Corridors or the extension of existing Mixed Use Corridors and may only designate or extend a Mixed Use Corridor when the Municipality is satisfied that the market impact of the proposal on other commercial areas is acceptable.”*

It should be noted that *offices* are permitted uses in the Business Park designation, while *convenience stores, gas bars, service stations, personal services, restaurants, warehouse, wholesale store and financial institutions* are permitted ancillary uses in the Business Park designation. Retail use is not permitted in the Business Park land use; as a result, the applicant has requested to add *retail* use to the list of permitted uses.

As noted already in this report, the PPS prohibits commercial uses in employment areas; therefore, a redesignation is required, in order to add retail uses to the list of uses permitted on the subject land. The important fact to note is that the area is transitioning from employment area to other land uses such as commercial uses. The existing commercial activities in the subject area, plus the list of permitted ancillary uses in the Business Park land use designation provide the support for a redesignation to Mixed Use Commercial.

Special Policy Area 1.2.2 (b) of OP Volume II, states, "*where lands are proposed for redesignation to Commercial Centre or Commercial Corridor, such lands shall be located at a signalized intersection or be contiguous to lands designated Commercial Centre or Commercial Corridor with access to a signalized intersection by means of a service road.*" Please note that the term *Commercial Corridor* has been changed to *Mixed Use Corridor* in OP Volume I by OPA 159. For the purposes of these amendments, this report recommends replacing the term *Commercial Corridor* with the term *Mixed Use Corridor* in s.4.7.7.2 and schedule SC-1: Land Use of OP Vol. II. Therefore, *Commercial Corridor* in OP Vol. 2 is synonymous with *Mixed Use Corridor* in OP Vol. I.

The recommended redesignation from Business Park to Mixed Use Corridor satisfies the above special policy 1.2.2 (b) as demonstrated below:

- The adjacent lands north of the subject lands are designated Mixed Use Corridor on Schedule D of OP Volume I,
- The adjacent lands north of the subject lands have access to a signalized intersection (at Malden Road and Huron Church Rd); and
- The lands south of Malden Road, on the north side of the subject development, were recently redesignated from Business Park to Mixed Use Corridor by OPA 159, in 2022.

The applicant's PRR demonstrates that the proposed development meets the locational criteria (s.6.5.3.6, OP Vol. 1) and the Evaluation Criteria (s.6.5.3.7, OP Vol. I). The Mixed Use Corridor design guideline in s.6.5.3.8 will be more appropriately reviewed and implemented at the time of Site Plan Control review and approval when more design details are available.

The recommended amendments meet the intent and purpose of the policies within the Official Plan. The recommended OPA and ZBA conform with the OP Volumes I and II.

3. ZONING

The subject land is zoned Commercial District 4.3 (CD4.3) by City of Windsor Zoning By-law 8600. Special zoning provisions S.20(1)278 & 20(1)349 by-law 8600 apply to the

subject lands. A copy of By-law 8600 can be accessed on the city's website using this LINK.

The above noted special zoning provisions stipulate the following:

- S.20(1)278 - a landscaped open space yard with a minimum depth of 10 m along Huron Church Road shall be provided.
- S.20(1)349 – permits a Business Office and a Retail Store as additional permitted uses on the lands comprising Part of Lots 5 to 8 (inclusive), Part of Block 'B'; Part of Manitoba Street (closed) Registered Plan 948.

PROPOSED DEVELOPMENT: The owner proposes to demolish two existing buildings on the property and construct a restaurant with drive-through, retail stores, and business office(s) as depicted on the concept plan attached as Appendix B to this report.

PROPOSED AMENDMENT: To change the zoning of the subject lands from Commercial District 4.3 (CD4.3) to Commercial District 4.1 (CD4.1) to accommodate a proposed restaurant with drive-thru, retail stores and business offices on the subject lands.

PARKING: Zoning By-law 8600 requires a minimum of 63 parking spaces. The applicant proposes 121 parking spaces.

Based on the analysis provided in this report, the recommended Zoning By-law Amendment is consistent with PPS 2024 and would maintain conformity with the Official Plan when OPA 197 comes into effect.

The following Zoning deficiencies noted in Appendix C attached to this planning report must be addressed at the time of Site Plan Control:

- Section 24.24.20.1: Required curb cut or ramp is missing.
- Section 24.50.1.1.3: A minimum of 12 Stacking Spaces in advance of the pick-up window for a *Restaurant with Drive-Through*. The proposal is deficient by one Stacking Space.
- Section 24.50.20.4: All Stacking Spaces shall have a minimum separation of 30 m from a *dwelling* or *dwelling unit* located in a Residential *zoning district*. The proposal is deficient by 1.0 m.
- Section 25.5.10.3: A curb shall bound the perimeter of a parking area.
- Section 25.5.30.4: Access Area minimum width required is 7.00 m and maximum width required is 9.0 m; 6.70 m access width is proposed at Daytona Avenue southerly driveway.

4. HOLDING PROVISION

As shown in Appendix C attached to this report, a revised Transportation Impact Study (TIS) is required to address Transportation Planning comments provided as part of pre-submission application PS-086/22 and planning consultation application PC-132/24. Transportation department agrees to defer TIS revisions to SPC, if the requirement for *a revised TIS to the satisfaction of the City Engineer* is put as a condition of rezoning.

Consequently, a holding provision is recommended for this zoning by-law amendment to ensure that the Transportation Planning staff can review a revised Transportation Impact Study that addresses their concerns satisfactorily, before a building permit is issued for the proposed commercial developments on the subject lands. The applicant is aware that a holding provision would be required.

The H symbol may be removed when Transportation Planning receives a revised Transportation Impact Study addressing their concerns to the satisfaction of the City Engineer and an application for H-Removal is submitted by the proponent(s).

5. SITE PLAN

The development proposal is subject to Site Plan Control pursuant to the Planning Act and City of Windsor By-law 1-2004. Therefore, Site Plan Approval and Site Plan Agreement are required for the proposed development.

The items, issues, and comments, which are detailed in Appendix C attached to this report, are best addressed at the time of Site Plan Control Review/Approval and may be incorporated, as deemed necessary, within the Site Plan Control Agreement for the proposed development on the subject land.

At the time Site-Plan control, special consideration should be given to the following:

- Stage 1 archaeological assessment and any further recommended assessments are required to be entered into the Ontario Public Register of Archaeological Reports to the satisfaction of the City of Windsor and the Ontario Ministry of Citizenship and Multiculturalism, prior to any additional land disturbances. (See attached Appendix C for more details).
- Updated Transportation Impact Study per Transportation Planning
- Deceleration Lane and any land conveyance necessary to implement the approved design of the deceleration lane
- Storm Water Retention Scheme is required at the time of Site Plan Control

The Site Plan Control Agreement shall incorporate the following:

a) *DECELERATION LANE & LAND CONVEYANCE* – The Owners agree that upon approval of a deceleration lane design at Site Plan Control, any required land conveyance for implementation of the deceleration lane shall be provided prior to construction permit, tot eh satisfaction of the City Engineer.

b) *SANITARY SAMPLING MANHOLE* – The owners agree for all non-residential uses, to install a sanitary sampling manhole accessible at the property line of the subject lands to the satisfaction of the City Engineer at all times. The determination of the requirement or interpretation if a sampling manhole exists or exceptions to such, will be to the satisfaction of the City Engineer.

c) *SIDEWALKS* – The owners agree to construct, at their expense and according to City of Windsor Standard Specifications, a concrete sidewalk along the entire Daytona Avenue frontage of the subject lands. All work to be to the satisfaction of the City Engineer.

d) *CURB AND GUTTER* – The owners agree, at the discretion of the City *ENGINEER*, to Construct at their own expense and according to City of Windsor Standard Specifications, a concrete curb and gutter along the entire Daytona Avenue frontage of the subject lands. All work to be to the satisfaction of the Corporation's City Engineer.

e) *WATER SERVICES* - The owners agree to abandon all existing water services per Windsor Utilities Commission (WUC)

f) *DITCH ENCLOSURE* – The owners agree to enclose the roadside ditch on Daytona Avenue abutting the subject properties in a manner satisfactory to the City Engineer.

g) *REDUNDANT DRIVEWAY APPROACHES* – The owners agree to close and remove all redundant driveway approaches and restore the boulevard, at its own expense, all to the satisfaction of the City Engineer.

h) *SERVICING CHARGES* – The owners shall note that they may be required to pay servicing charges for the existing storm and sanitary sewer and/or sewer connection(s), if not paid previously for this site. These charges will be assessed prior to the issuance of a construction permit.

Risk Analysis:

N/A. See Climate Change Risks analysis below

Climate Change Risks

Climate Change Mitigation:

As part of the SPC process, a stormwater detention scheme will be required to demonstrate a pre-development stormwater release rate post development. As part of the SPC Agreement, the applicant will be required to submit a stormwater management plan restricting stormwater runoff to pre-development levels. Implementation of approved servicing plan, and storm water management plan for the proposed development would help mitigate adverse impacts on climate change.

Climate Change Adaptation:

Stormwater management also helps to support climate change adaptation.

Financial Matters:

N/A

Conclusion:

The applicant's Planning Rationale Report (PRR) dated October 13, 2025, explains salient details of the applications and provides information and supporting reasons why the OPA and ZBA applications should be considered and approved.

The OPA and ZBA applications have been evaluated considering the PPS 2024, the OP policies, By-law 8600, the PRR, and comments found in Appendix C attached.

In my professional opinion, the recommended OPA and ZBA are consistent with the policies of the Provincial Planning Statement 2024. The ZBA will maintain conformity with the City of Windsor Official Plan when OPA 197 comes into effect.

Approval is recommended with a holding provision on the subject land, as stipulated in Recommendation III of this report.

The recommended amendments constitute good planning.

Planning Act Matters:

I concur with the above comments and opinion of the Registered Professional Planner.

Greg Atkinson, MCIP, RPP	Neil Robertson, MCIP, RPP
Manager of Development/Deputy City Planner	City Planner

I am not a registered Planner and have reviewed as a Corporate Team Leader

JP	**JM**

Approvals:

Name	Title
Justina Nwaesei	Planner III - Development
Greg Atkinson	Deputy City Planner - Development
Aaron Farough	Senior Legal Counsel, Legal Services & Real Estate
Neil Robertson	City Planner
Jelena Payne	Deputy CAO/Commissioner, Economic Development
Ray Mensour	Chief Administrative Officer

Notifications:

Name	Address	Email
Abutting property owners, tenants/ occupants within 200 meters (656feet) radius of the subject land		
Applicant / Registered Owner: 2188160 Ontario Ltd & Roba Chafchak c/o Wally Chafchak		
Agent: 2188160 Ontario Ltd, c/o Wally Chafchak		
Councillor Jim Morrison, jmorrison@citywindsor.ca		

Appendices:

1 Appendix A - Site Photos
2 Appendix B - Concept Site Plan
3 Appendix C – Consultation (Comment rom Municipal Departments & External Agencies.

June 2025 Google Photos

View of north limit of subject lands showing the existing building at 1878 Huron Church Road, and abutting Hotel building (Hampton Inn & Suites)

June 2025 Google Photos

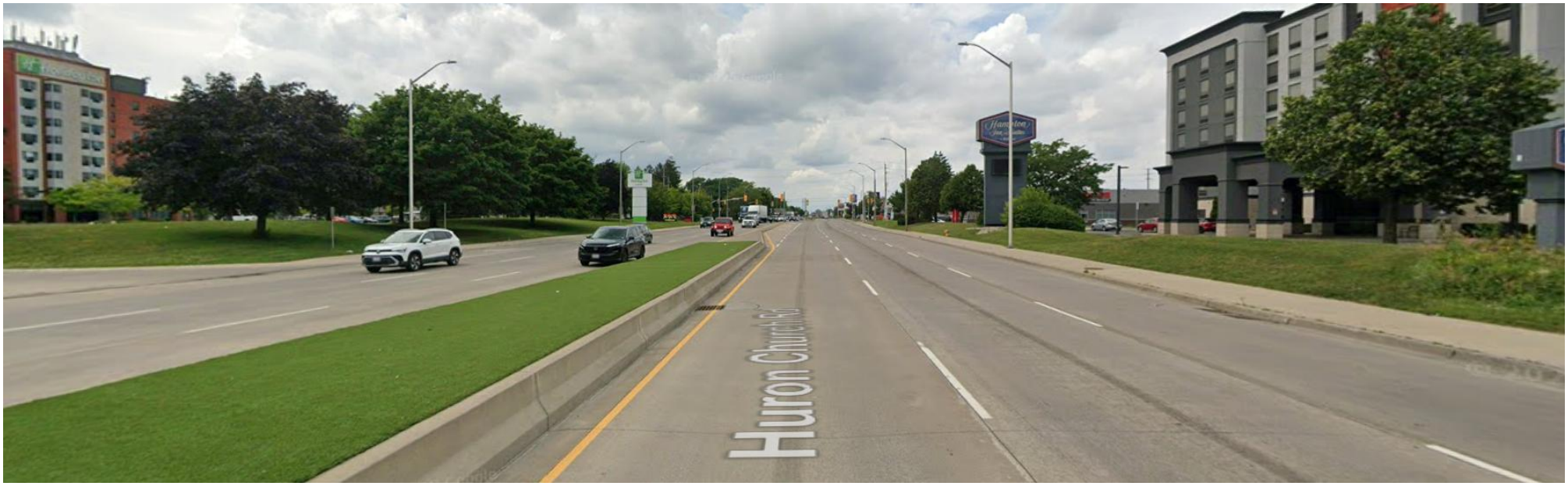
View of south limit of subject lands showing the existing building at 1918 Huron Church Road, and surrounding buildings

June 2025 Google Photos

View of subject lands and existing residential buildings on Daytona Road

View of west side of Huron Church Rd directly across from the subject lands

June 2025 Google Photos



Huron Church Road Street view, looking north from subject lands

Huron Church Road Street view, looking south from subject lands

CURRENT ZONING
COMMERCIAL DISTRICT 4.3 (CD4.3)
PERMITTED USES
Hotel, Micro-Brewery, Restaurant, Any use accessory to the preceding uses. An Outdoor Storage Yard is prohibited.
PROVISIONS
Building Height – maximum 20.0 m
Landscaped Open Space Yard – minimum 15.0% of lot area

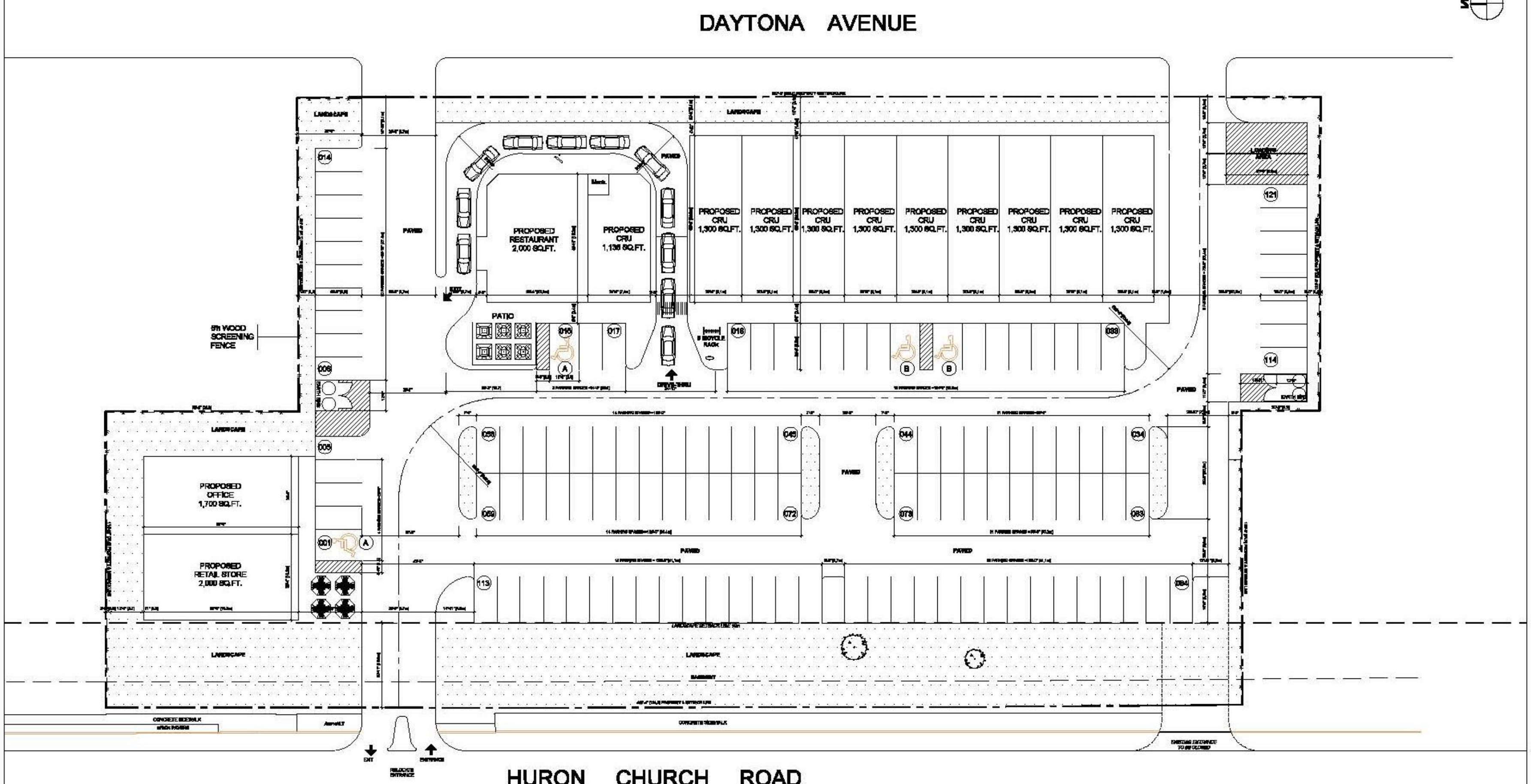
PROPOSED ZONING
COMMERCIAL DISTRICT 4.1 (CD4.1)
PERMITTED USES
Business Office
Food Outlet - Drive-Through Food
Food Outlet - Take-Out
Hotel
Medical Office
Personal Service Shop
Restaurant
Restaurant with Drive-Through
Retail Store
Warehouse
Wholesale Store
The following existing uses: Any use permitted in SectionAny use accessory to the preceding uses.
PROVISIONS
Lot Width minimum 30.0 m
Main Building Height – maximum 20.0 m

PROPOSED USES STATISTICS

		REQUIRED	AVAILABLE
RESTAURANT WITH DRIVE THU			
AREA			
UNIT # 1	2,000sq.f		
TOTAL	2,000sq.f (185.8s.m)		
PARKING			
1 PARKING SPACE / 7.5s.m		24	25
RETAIL STORE			
AREA	14,830sq.f (1,378.3s.m)		
PARKING			
1 PARKING SPACE /22.5s.m		61	62
BUSINESS OFFICE			
AREA	1700sq.f (158s.m)		
PARKING			
1 PARKING SPACE /45s.m		3	4
TOTAL PARKING		88	91 + (30 FOR FUTURE DEVELOPMENT)

ACCESSIBLE PARKING SPACES

	REQUIRED	AVAILABLE
TYPE A	1 PARKING SPACE	
TYPE B	2 PARKING SPACES	
BICYCLE PARKING SPACES	5	5
NUMBER OF LOADING	1	1



1 PROPOSED SITE PLAN
SP-1 1/32"=1'-0"

AVANT GROUP INCORPORATION
5060 Tecumseh Rd. East, Windsor, ON, N8T 1E3
Phone: 519-919-2010 | 519 300-0838
Email: info@avantgroupincorp.com
Website: www.avantgroupincorp.com

CLIENT

PROJECT TITLE
DEVELOP
1676 HURON CHURCH WINDSOR, ONTARIO

DRAWING TITLE
PROPOSED SITE PLAN
OPTION #2

NOTE
KEY PLAN

GENERAL NOTES:
1. DO NOT SCALE DRAWINGS
2. VERIFY ALL DIMENSIONS AND EXISTING CONDITIONS AS REQUIRED PRIOR TO BIDDING AND COMMENCEMENT OF WORK.
3. COORDINATE ARCHITECTURAL, STRUCTURAL, MECHANICAL, AND ELECTRICAL DRAWINGS PRIOR TO COMMENCEMENT OF WORK.
4. SHOULD ANY CONFLICTS AND/OR DISCREPANCIES ARISE, NOTIFY THE ARCHITECT/ENGINEER IMMEDIATELY, IN WRITING PRIOR TO PROCEEDING WITH ANY WORK.
5. ALL WORK SHALL COMPLY OR EXCEED THE REQUIREMENTS OF THE ONTARIO BUILDING CODE, FIRE CODE, PLUMBING CODE, ELECTRICAL CODE, AND LOCAL BY-LAWS.

The Architect noted above has exercised responsible control with respect to design activities. The Architect's Seal Number is the Architect's BCDN.

REVISION RECORD

#	DESCRIPTION	DATE
1	CLIENT REVIEW	2022-09-14
2	REVISION	2023-01-20
3	REVISION	2023-11-25
4	REVISION	2025-02-05
5	REVISION	2025-12-11

PROJECT NOTE

PROJECT NUMBER	22-003
DATE	2022-09-14
DRAWN BY	S.M
CHECKED BY	M.H.
APPROVED BY	M.H.

SHEET SIZE
ARCH D (24" x 36")

SHEET NUMBER
SP-1R5

SCALE AS NOTED

APPENDIX C – CONSULTATION

Comments from Municipal Departments & External Agencies

TRANSIT WINDSOR – JASON SCOTT

Transit Windsor has no objections to this development. The closest existing transit route to this property is with Route 305. Route 305 has an existing weekday peak frequency of 30 minutes. The closest existing bus stop is directly adjacent to this property on Daytona at Manitoba northwest corner providing direct transit access to this development. This will be maintained with Transit Windsor's City Council approved Transit Master Plan.

CANADA POST – BRUNO DESANDO

Thank you for contacting Canada Post regarding plans for a new commercial development in the City of Windsor. Please see Canada Post's feedback regarding the proposal, below.

Service type and location

1. Canada Post will provide mail delivery service to the development through centralized Community Mail Boxes (CMBs).
2. If the development includes plans for (a) multi-unit building(s) with a common indoor entrance, the developer must supply, install and maintain the mail delivery equipment within these buildings to Canada Post's specifications.

Municipal requirements

1. Please update our office if the project description changes so that we may determine the impact (if any).
2. Should this development application be approved, please provide notification of the new civic addresses as soon as possible.

Developer timeline and installation

1. Please provide Canada Post with the excavation date for the first foundation/first phase as well as the date development work is scheduled to begin. Finally, please provide the expected installation date(s) for the CMB(s).

Please see Appendix A for any additional requirements for this developer.

Appendix A

Additional Developer Requirements:

- The developer will consult with Canada Post to determine suitable permanent locations for the Community Mail Boxes. The developer will then indicate these locations on the appropriate servicing plans.
- The developer agrees, prior to offering any units for sale, to display a map on the wall of the sales office in a place readily accessible to potential homeowners that indicates the location of all Community Mail Boxes within the development, as approved by Canada Post.
- The developer agrees to include in all offers of purchase and sale a statement which advises the purchaser that mail will be delivered via Community Mail Box. The developer also agrees to note the locations of all Community Mail Boxes within the development, and to notify affected homeowners of any established easements granted to Canada Post to permit access to the Community Mail Box.

- The developer will provide a suitable and safe temporary site for a Community Mail Box until curbs, sidewalks and final grading are completed at the permanent Community Mail Box locations. Canada Post will provide mail delivery to new residents as soon as the homes are occupied.
- The developer agrees to provide the following for each Community Mail Box site and to include these requirements on the appropriate servicing plans:
  - Any required walkway across the boulevard, per municipal standards
  - Any required curb depressions for wheelchair access, with an opening of at least two metres (consult Canada Post for detailed specifications)
  - A Community Mailbox concrete base pad per Canada Post specifications.

URBAN DESIGN – SOPHIA DI BLASI

No urban design comments for the above noted liaison.

SITE PLAN CONTROL

The development, as proposed, is subject to Site Plan Control pursuant to the Planning Act and City of Windsor By-law 1-2004. Where preceding development applications are required, inclusive of Official Plan and Zoning By-law Amendments, request for Site Plan Control Pre-Consultation Stage 1 may be made following completion of the requisite Development and Heritage Standing Committee meeting at https://ca.cloudpermit.com/login

ZONING COORDINATOR – STEFAN PAVLICA

Below is the zoning review summary for the *above-mentioned property*; circulated on February 10th, 2026:

- **Current Zoning Designation**: Commercial District 4.3 (CD4.3)
- **Proposed Zoning Designation**: Commercial District 4.1 (CD4.1)

- **Existing Use [as per historical Building Permit(s) / Planning Act Applications(s)]**:
  - *Single Unit Dwelling* (*1918 Huron Church Road*); *Business Office* (*1878 Huron Church Road*); & Vacant lot(s)

- **Proposed Use**:
  - *Retail Store*(s); *Restaurant with Drive-Through*; & *Business Office*

- **Section 5 – General Provisions**:
  - COMPLIES

- **Section 17.1.5 –** Commercial District 4.1 (CD4.1):

  - Minimum Lot Width – Automobile Sales Lot [17.1.5.1]:
    - 30.0m (Required)
    - N/A (Provided)
  - Maximum Building Height [17.1.5.4]:
    - 20.0m (Required)

        - To be determined – applicant did not provide elevation drawings (Provided)
    - Maximum Gross Floor Area – Workshop [17.1.5.10]:
        - 1,100.0m2 (Required)
        - N/A (Provided)

- **Section 20 – Site Specific Zoning Exemptions**:
    - COMPLIES

- **Section 24 – Parking, Loading, and Stacking Provisions**:
    - [24.24.20.1] Where a parking area is bounded by perimeter curbing which separates the principal pedestrian entrance of a building from the parking area, there shall be provided and maintained at least one curb cut or ramp

    - Required Number of Stacking Spaces – in advance of the pick-up window for a *Restaurant with Drive-Through* [24.50.1.1.3]:
        - 12 (Required)
        - 11 (Provided)

    - Location of Stacking Space – minimum separation from a *dwelling* or *dwelling unit* located in a Residential *zoning district* [24.50.20.4]:
        - 30m (Required)
        - 29m (Provided)

            - Calculation:
                - 3.1m + 20m (i.e. R.O.W.) + 6.0m (i.e. Front Yard Depth at 1900 Daytona Avenue block) = 29.1m

- **Section 25 – Parking Area Regulations**:
    - [25.5.10.3] A curb shall bound the perimeter of a parking area and shall separate a landscaped open space yard, landscaped open space island or parking area separation from the parking area.

    - [25.5.10.17] Subject to Section 25.5.1.5, a refuse bin may be located within a parking area and shall be fully screened by a screening fence having a minimum height of 1.80 metres.
        - To be determined – applicant will need to provide details of the enclosure around the proposed earth bins

    - Access Area [25.5.30.4]:
        - 7.00m – minimum / 9.00m – maximum (Required)
        - 6.70m – at Daytona Avenue (Provided)

TRANSPORTATION PLANNING – ELARA MEHRILOU

- **Land Conveyance**

Land conveyance is required and it will be defined when the deceleration lane design is submitted and approved.

- **Corner Cut-Off**

Not Applicable.

- **Sidewalk**

A sidewalk contribution/construction along the frontage of Daytona is required as per Engineering Right-of-Way's comments.

- **Parking**

All parking must comply with ZBL 8600

- **Transportation Impact Study**

A revised Transportation Impact Study (TIS) is required to address PS-086-22 and PC 132-24 Transportation comments.

Transportation department agrees to defer TIS revisions to SPC if the revised TIS to the satisfaction of the City Engineer put as a condition of rezoning.

- **Access**

All accesses shall conform to the TAC Geometric Design Guide for Canadian Roads and the City of Windsor Standard Engineering Drawings.

  - Pork chop must be located within the property.

- **Exterior Path**

All new exterior paths of travel must meet the requirements of the Accessibility for Ontarians with Disabilities Act (AODA).

Should you have any further questions or concerns, please contact Ellie MehriLou, of this department at tda@citywindsor.ca.

PARKS LANDSCAPE ARCHITECT – HODA KAMELI

There is no comments from Parks Development.

ENVIRONMENTAL SUSTAINABILITY – BRANA CESLJAROV

No comments to add.

DEVELOPMENT ENGINEERING – SHANNON MILLS

We have reviewed the subject Rezoning application and have the following comments:

Sewers The site may be serviced by a 250mm diameter sanitary sewer located within the Daytona Avenue right-of-way, a 400mm diameter corrugated steel storm sewer located in the Daytona Avenue right-of-way, a 525mm diameter RCP storm sewer located in the right-of-way fronting 1918 Huron Church, and a 300mm diameter CP storm sewer located in the right-of-way fronting 1878 Huron Church. If possible existing connections should be utilized. Any redundant

connections shall be abandoned in accordance with the City of Windsor Engineering Best Practice B.P 1.3.3.

A sanitary sampling manhole will be required on any new sanitary connection at the property line to the satisfaction of the City Engineer, if one does not already exist.

The applicant will be required to submit, prior to Site Plan Control **(SPC)** approval, a stormwater management plan in accordance with Windsor Essex Region Stormwater Management Standards Manual, restricting stormwater runoff to pre development levels. This will include, at a minimum:

- Submission of stormwater management review fee,
- Stormwater management report stamped by a professional engineer
- Site servicing drawings stamped by a professional engineer
- Stormwater management check list (see link below)

For more information of SWM requirements, visit: link

https://essexregionconservation.ca/wp-content/uploads/2018/12/WE-Region-SWM-Standards-Manual.pdf.

https://www.citywindsor.ca/business/buildersanddevelopers/Documents/Checklist-Rational-Method.pdf

Right-of-Way The Official Plan classifies Huron Church Road as a Class 1 Arterial Road with a required right-of-way width of 46 meters. While the existing right-of-way is deficient, it has been determined that no conveyance is required at this time. Daytona is classified as Local Road according to the Official Plan requiring a right-of-way width of 20.1m. The current right-of-way is sufficient therefore, no conveyance is required at this time.

Daytona Avenue is deficient of curb/gutter and sidewalk. As a condition of approval, the applicant will be required construct to the satisfaction of the City Engineer.

In summary we have no objection to the proposed development, subject to the following requirements:

Site Plan Control Agreement – The applicant enter into an agreement with the City of Windsor for all requirements under the General Provisions of the Site Plan Control Agreement for the Engineering Department.

Sidewalks – The owner(s) agrees to: Construct at their expense and according to City of Windsor Standard Specifications, a concrete sidewalk along the entire Daytona Avenue frontage of the subject lands. All work to be to the satisfaction of the City Engineer.

Curb and Gutter – The Owner further agrees, at the discretion of the City Engineer, to:
Construct at their own expense and according to City of Windsor Standard Specifications, a concrete curb and gutter along the entire Daytona Avenue frontage of the subject lands. All work to be to the satisfaction of the Corporation's City Engineer.

Sanitary Sampling Manhole - The owner agrees for all non-residential uses, to install a sanitary sampling manhole accessible at the property line of the subject lands to the City Engineer at all times. The determination of the requirement or interpretation if a sampling manhole exists or exceptions to such, will be to the satisfaction of the City Engineer.

If you have any further questions or concerns, please contact Shannon Mills, of this department at smills@citywindsor.ca

ENVIRONMENTAL POLICY – CONNOR WILSON & KAREN ALEXANDER

City Environmental Policy staff reviewed the submitted documents: Planning Rational Report (prepared by HRK Realty Services Ltd., June 13, 2023 (Revised October 23, 2025)), the 1878 Huron Church Road Information Gathering Form Cover Letter (prepared by MTE Consultants, June 9, 2023), and the Species at Risk Screening Report – File No. PS-086/22 (prepared by Myler Ecological Consulting, November 14, 2024).

Staff note that the Information Gathering Form Cover Letter and the SAR Screening Report were circulated and reported that there are no snake habitat and no White Colicroot on the manicured grounds of the property; additionally, the absence of Slender Bush-clover and Willowleaf Aster had been confirmed. As such, the qualified biologist has confirmed that redevelopment of the property will not impact SAR or SAR habitat.

As such, Environmental Policy staff **supports** the current proposal from an Environmental perspective and offer no further requirements. Staff recommend increased caution and awareness of Species at Risk due to the proximity of the South Cameron Woodlot to the development area. To maintain high regard for Natural Heritage in the City during development, the following applies:

1. Should Species at Risk or their habitat be found at any time on or adjacent to the site, cease activity immediately and contact MECP at SAROntario@ontario.ca for recommendations on next steps to prevent contravention of the Endangered Species Act (2007). The City of Windsor SAR hotline (519-816-5352) can also be used for relevant questions and concerns.
2. For a list of Species at Risk and other provincially tracked species with potential to be around the site, use the Natural Heritage Information Centre (NHIC) Make A Map tool, found at https://www.ontario.ca/page/make-natural-heritage-area-map
3. Active nests of most bird species are protected under the Migratory Birds Convention Act (1994), the Fish and Wildlife Conservation Act (1997), and/or the Endangered Species Act (2007). If trees, shrubs or ground area on/adjacent to the site are to be removed, damaged, or disturbed during the breeding bird season (April 1 – August 31), then sweeps for nesting birds should be conducted to prevent contravention of these regulations. Protect any trees, shrub or ground area where an active nest is found, and leave the nest unharmed until the young have permanently left the vicinity of the nest. Visit https://www.canada.ca/en/environment-climate-change/services/avoiding-harm-migratory-birds/reduce-risk-migratory-birds.html for more information.
4. Beaver dams and dens of fur-bearing mammals are protected under section 8 of the Fish and Wildlife Conservation Act (1997) and are not to be damaged or destroyed without the proper authorization and/or license.
5. The City of Windsor is a Bird Friendly City. Bird Friendly Design is encouraged, particularly window collision mitigation. Options for integrating bird friendly design can be found here: www.birdsafe.ca and bird friendly guidelines can be found here: Bird-Friendly Guidelines – City of Toronto.
6. Ontario has a list of Regulated Species in the Ontario Invasive Species Act (ISA) (2015). If any species on this list are identified on site, it is recommended that Best Management Practices be followed to remove the invasive species from the site prior to starting

development activities. If guidance is required, report the occurrence to the City Naturalist. For a list of ISA Regulated species: Ontario Invasive Species Act – Invasive Species Centre.

Contacts:

Karen Alexander
City of Windsor Naturalist and Supervisor of Natural Areas
kaalexander@citywindsor.ca

Connor Wilson
Planner II – Revitalization & Policy Initiatives
conwilson@citywindsor.ca

ENWIN

Hydro Engineering: Anwar Najor

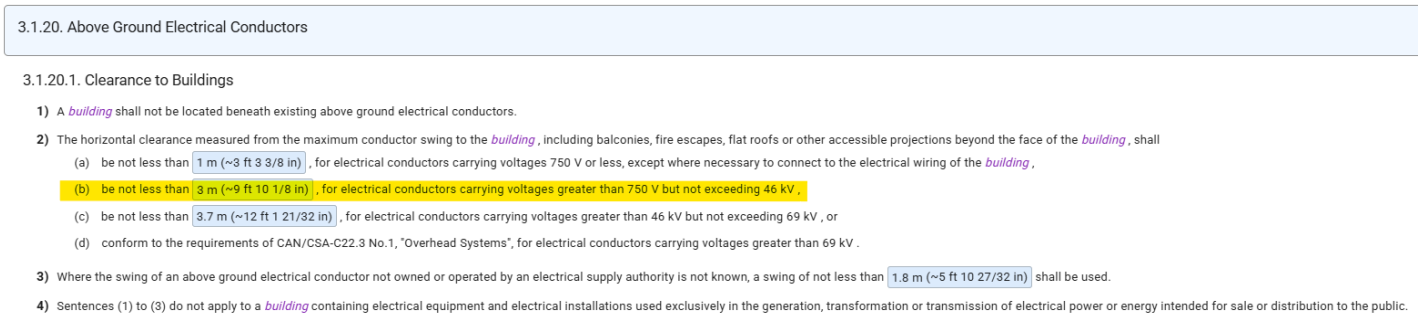
No Objection, provided adequate clearances are achieved and maintained. Enwin has an existing overhead pole line along the east limit of the site with 27.6 kV primary high voltage and 120/240 volt secondary hydro distribution.
Prior to working in these areas, we would suggest notifying your contractor and referring to the Occupational Health and Safety Act and Regulations for Construction Projects to confirm clearance requirements during construction.
Also, we suggest referring to the Ontario Building Code for permanent required clearances for New Building Construction.

Water Engineering: Bruce Ogg

ENWIN Water has no objections. All existing water services to be abandoned per WUC specifications and a new water service would be required based on the proposed drawings.

DEPUTY CHIEF BUILDING OFFICER – BRANDON CALLEJA

Further to Anwar's email based on the voltage of the electrical conductors being 27.6 kV the minimum horizontal clearance outlined in the Building Code would be 3 meters measured from the maximum conductor swing. (see below)



3.1.20. Above Ground Electrical Conductors

3.1.20.1. Clearance to Buildings

1) A *building* shall not be located beneath existing above ground electrical conductors.

2) The horizontal clearance measured from the maximum conductor swing to the *building*, including balconies, fire escapes, flat roofs or other accessible projections beyond the face of the *building*, shall

(a) be not less than 1 m (~3 ft 3 3/8 in), for electrical conductors carrying voltages 750 V or less, except where necessary to connect to the electrical wiring of the *building*,

(b) be not less than 3 m (~9 ft 10 1/8 in), for electrical conductors carrying voltages greater than 750 V but not exceeding 46 kV,

(c) be not less than 3.7 m (~12 ft 1 21/32 in), for electrical conductors carrying voltages greater than 46 kV but not exceeding 69 kV, or

(d) conform to the requirements of CAN/CSA-C22.3 No.1, "Overhead Systems", for electrical conductors carrying voltages greater than 69 kV.

3) Where the swing of an above ground electrical conductor not owned or operated by an electrical supply authority is not known, a swing of not less than 1.8 m (~5 ft 10 27/32 in) shall be used.

4) Sentences (1) to (3) do not apply to a *building* containing electrical equipment and electrical installations used exclusively in the generation, transformation or transmission of electrical power or energy intended for sale or distribution to the public.

LANDSCAPE ARCHITECT – HODA KAMELI

There are no comments on this rezoning application from a landscape architecture perspective.

If the application proceeds to Site Plan Control, a tree canopy replacement assessment and a detailed landscape plan will be required.

RIGHT-OF-WAY – MARK SCHAFFHAUSER

Required Drawing Revisions:

1. **Driveway Approaches** – Do not conform to City of Windsor Standards, which must be constructed with straight flares and no raised curbs within the right-of-way.
    - Modify as per Standard Engineering Drawing AS-204.
    - Porkchop as per AS-547
    - Official plan amendment required for access on Huron Church Road.

2. **Sewer Connections** – All existing and proposed storm, sanitary and water services must be identified on the drawings, as well as the associated mainline sewers/water mains.
    - Modify drawings to include all sewer connections and water services.
    - Identify any redundant connections to be abandoned in accordance with Engineering Best Practice BP1.3.3.
    - Sampling Manhole required to be installed at or near property line, if one does not already exist

3. **Ditch Enclosure** – Development to include enclosure of ditch along the entire frontage of the subject property.
    - Modify drawings to include ditch enclosure as per AS-209A

Special Provisions (to be included in Site Plan Control Agreement)

The following special provisions will be required prior to submitting a building permit application:

Site Plan Control Agreement – The applicant enter into an agreement with the City of Windsor for all requirements under the General Provisions of the Site Plan Control Agreement for the Engineering Department.

Ditch Enclosure – The applicant(s) shall agree to enclose the roadside ditch on Daytona Ave abutting the subject property in a manner satisfactory to the City Engineer.

Sanitary Sampling Manhole - The owner agrees for all non-residential uses, to install a sanitary sampling manhole accessible at the property line of the subject lands to the City Engineer at all times. The determination of the requirement or interpretation if a sampling manhole exists or exceptions to such, will be to the satisfaction of the City Engineer.

Redundant Driveway Approaches – The Owner further agrees to close and remove all redundant driveway approaches and restore the boulevard, at its own expense, all to the satisfaction of the City Engineer.

Servicing Charges – The applicant(s) shall note that they may be required to pay servicing charges for the existing storm and sanitary sewer and/or sewer connection(s) if not paid previously for this site. These charges will be assessed prior to the issuance of a construction permit.

If you have any further questions or concerns, please contact Thomas Huynh, of this department at thuynh@citywindsor.ca

HERITAGE PLANNING – TRACY TANG

Heritage:
There is no apparent built heritage concern with this property.

Archaeology:
The subject property is located within the Archaeological Potential Zone (as per the recently adopted Windsor Archaeological Management Plan, 2024; OPA 181; and updated 2024 archaeological potential model OP Volume I Schedule C-1). A Stage 1 archaeological assessment and any further recommended assessments are required to be entered into the Ontario Public Register of Archaeological Reports to the satisfaction of the City of Windsor and the Ontario Ministry of Citizenship and Multiculturalism, prior to any additional land disturbances. A final copy of these relevant archaeological reports and GIS study area must be submitted to the City of Windsor.

Subject: Ford City/Main Streets CIP Application, 1082-1086 Drouillard Rd.; Owner: Joseph Garry Colautti - Ward 5

Reference:

Date to Council: May 4, 2026
Author: Kevin Alexander, MCIP RPP
Senior Planner-Special Projects
519-255-6543 ext. 6732
kalexander@citywindsor.ca

Kristen Kretschmann,
Community Development Planning Assistant
kkretschmann@citywindsor.ca
Planning & Building Services
Report Date: 3/11/2026
Clerk's File #: Z/13251 & Z/13002

To: Mayor and Members of City Council

Recommendation:

I. **THAT** the request for incentives under the *Ford City CIP* Financial Incentive Programs made by Joseph Garry Colautti ("The Owner"), owner of the property located at 1082-1086 Drouillard Road **BE APPROVED**, for the following incentive programs:

i. *Building/Property Improvement Tax Increment Grant Program for the lesser of 100% of the municipal tax increment for up to 10 years or the eligible costs.* The estimated annual amount of the grant is +/- $3,163;

ii. *Retail Investment Grant* totalling a maximum amount of $15,000 for one (1) ground floor retail unit;

iii. *Municipal Development Fees Grant Program* to a maximum amount of $20,000;

II. **THAT** subject to completion and review satisfactory to the City Planner, the request made by the Owner of the property located at 1082-1086 Drouillard Road **BE APPROVED** for the Main Streets CIP - *Building Facade Improvement Program* for grants totalling a maximum amount of $30,000 in principle;

III. **THAT** Administration **BE AUTHORIZED** to prepare the agreement between the City and the Owner to implement the *Building/Property Improvement Tax Increment Grant Program* (only) in accordance with all applicable policies, requirements to the satisfaction of the City Planner as to content, the City Solicitor as to legal form, and the City Treasurer as to financial implications;

IV. **THAT** the CAO and City Clerk **BE AUTHORIZED** to sign the Grant Agreement(s) in content satisfactory to the City Planner, in financial content to the satisfaction of the City Treasurer and in form satisfactory to the City Solicitor;

V. **THAT** funds in the maximum amount of $15,000 under the *Retail Investment Grant* Program, and funds in the maximum amount of $20,000 under the *Municipal Development Fees Grant Program* **BE TRANSFERRED** from the CIP Reserve Fund to the Ford City CIP Project (Project #7181046) once the work is completed;

VI. **THAT** funds in the maximum amount of $30,000 under the Main Streets CIP **BE TRANSFERRED** from the CIP Reserve Fund to the Main Streets CIP project (Project #7219018) once the work is completed;

VII. **THAT** grants **BE PAID** to the Owner upon completion of improvements to the interior/exterior of the property located at 1082-1086 Drouillard Road, through the Ford City CIP (Project #7181046) and facade improvements through the Main Streets CIP (Project #7219018) to the satisfaction of the City Planner and Chief Building Official; and,

VIII. **THAT** grants approved **SHALL LAPSE** and **BE UNCOMMITTED** and returned to CIP Reserve Fund 226 if the applicant has not completed the work and fulfilled the conditions within 2 years of the approval date.

Executive Summary:

N/A

Background:

In 2025, the owner of the property municipally known as 1082–1086 Drouillard Road applied for funding through the Ford City CIP and the Main Streets CIP Building Façade Improvement Financial Incentive Programs. The subject property is located within both the Ford City BIA and the Ford City CIP Area.

The property is listed on the Windsor Municipal Heritage Register as a circa 1942 two-storey red brick commercial building. While a Heritage Permit is not required for the proposed work, the Heritage Planner has provided guidance to the owner in relation to the project.

Discussion:

Summary of Ford City CIP Incentives: 1082-1086 Drouillard Road		
PROGRAM & MAX CAP	**ELIGIBILITY & KEY DETAILS**	**ESTIMATED GRANT AMOUNT**
Municipal Development Fees (Max: $50,000)	Offsets 100% of planning/permit fees.	**$20,000** (Estimated maximum based on permit applications).
Retail Investment Grant (Max: $30,000)	Max 50% of costs for ground-floor retail units vacant for 6+ months. Limited to 2 units per property.	**Up to $15,000** per retail unit (one unit proposed).
Building/Property Improvement Tax Increment Grant (10-Year)	For physical improvements. Must generate a tax increment of $500 (residential) or $1,000 (other). All tax arrears/fees must be cleared first.	**$3,163/year** ($31,630 over 10 years) based on an estimated post-project assessment of $224,400.
Main Streets CIP-Façade Improvement Program (Max: $30,000)	Incentives for exterior/storefront improvements to preserve heritage and improve the public realm. Applicable to Ford City BIA.	This project is eligible for the Maximum amount of $30,000 for a building with one storefront

Proposed Improvements

The applicant is proposing improvements to the façades fronting Drouillard Road, the alley, and the south elevation. All proposed exterior façade work is eligible for CIP grant funding under the program.

Area	Improvements
Facades	Add retro style exterior lighting sconces in matte black powder coat. Clean and selectively re-point all brick where salt damage has occurred over time and where a patch was performed on the lower brick under the left store front window using matching

	salvage bricks. Paint exterior block and siding on the South facing façade. Epoxy finish or replace rear sidewalks. Restore wood heritage door facing Drouillard Rd using exterior grade clear coat suitable to protect the wood. Remove and replace storefront glass and entry doors with commercial grade plate glass and black powder coated aluminum frames, residential windows and entry doors, and rear exterior entry deck and stairs. Remove awnings and false shutters. Add large vintage gold/brass address numbers on exterior building above signage area. Replace the rear entry stairs and railing to the upper area. Dress and grade exterior rear parking. Repair BUR/tar and gravel roofing and reseal skylights.

The applicant is proposing the following interior improvements which are considered eligible costs under the *Building Property Improvement Tax Increment Grant and Retail Investment Grant Programs*:

Area	Improvements
Basement	Install new sump pump Spray and fog mould Install new water heater Paint all walls and ceilings
Main Floor	Demolish partition walls Remove kitchen cabinets and 2 bathrooms, leaving plumbing roughed in for new tenant (bathroom finishes and layout to be determined) Remove all drop ceiling tiles Patch and drywall ceiling Smooth interior walls and paint Demolish existing various floor tiles and prep floor for tenant's

	choice of flooring Install mini split HVAC for multi-zone environment and demolish NG heater
Upper Residential Floor	Smooth and paint interior Refinish all flooring Replace/upgrade all kitchen cabinetry Install new appliances (fridge, stove, dishwasher, washer and dryer) Renovate bathroom Install mini split HVAC unit to keep AC unit from windows Repair ceilings

Risk Analysis:

The approval of these grants does not carry significant risk, as there are sufficient funds within the CIP reserve fund approved by Council. The applicant will not receive any grants until all work is completed and inspected to the satisfaction of the Planning and Building departments. As a requirement of Section 28 (7.3) of the Planning Act, Administration has confirmed that the grant amount does not exceed the total cost of the project.

Climate Change Risks

Climate Change Mitigation:

The rehabilitation of the existing building is expected to have minimal impact on the project's contribution to climate change. Enhancements to the current structure will reduce CO2 emissions associated with construction and require fewer materials compared to building a new facility.

Using an existing building and infrastructure in a built-up area of the city also promotes efficiency by not promoting development on greenfield land.

Climate Change Adaptation:

Improvements to the existing building and site will use modern building methods which will conform to the Ontario Building Code concerning energy efficiency. New doors and windows will be more energy efficient then what is existing.

Financial Matters:

On February 22, 2021, Council approved the 2021 budget, which included a new reserve fund for all active CIPs in the City. As CIP grant applications are approved, the approved grant amount will be regarded as committed in the CIP Reserve Fund

226 until the grant is ready to be paid out. The current uncommitted balance in the CIP reserve fund is $489,225. However, this balance does not account for other CIP grant requests that are currently being considered by the Standing Committee or have been endorsed by the Standing Committee and are not yet approved by City Council.

If approved, funding in the amount of up to $35,000 will be transferred from the CIP Reserve Fund to the Ford City CIP Capital Project (Project No. 7181046), and up to $30,000 will be transferred from the CIP Reserve Fund to the Main Streets CIP Project (Project No. 7219018), upon completion of the work and once the grants are ready for payment.

The *Building/Property Improvement Tax Increment Grant* would be based upon the lesser of 100% of the municipal tax increment generated from the improvements made to the building or property for up to 10 years, or the eligible costs. Based on the estimated post project assessment value of $224,400, the estimated total amount of the grant over ten (10) years is $31,630:

Estimated Building/Property Improvement Tax Increment Grant for 1082-1086 Drouillard Road		
Annual Pre-Development Municipal Taxes	Annual Estimate of Incremental Post Development Municipal Taxes	Annual Estimate Value of Grant
$3,795	$6,958	$3,163

Assumptions

Current Property Value Assessment	$139 000
Estimate Post Development Property Assessment	$224,400

The City will retain the amount of pre-development (base) municipal taxes throughout the lifespan of the grant program (estimated to be $37,950 over 10 years); however, it will be foregoing any incremental property taxes, which could otherwise be used to offset future budget pressures (estimated to be $31,630 over 10 years). The City will issue the grant annually once it is satisfied that the municipal property taxes have been paid by the property owner and any additional conditions of the grant have been met.

The applicant indicates that the estimated eligible costs for the project is approximately $338,000. The *Planning Act* stipulates that the grants under a CIP cannot be more than the eligible costs. The total estimated grant amount of up to $96,630 inclusive of the Retail Investment Grant ($15,000), the Municipal Development Fees Grant ($20,000), the Main Streets CIP – Building Facade Improvement Program Grant ($30,000), and the Building/Property Improvement Tax Increment Grant ($31,630), is less than the estimated eligible costs of the project.

Consultations:

Planners (Kevin Alexander, Senior Planner, Tracy Tang, and Acting Heritage Planner) have worked with the owner and architect on the proposed improvements to 1082-1086 Drouillard Road to ensure that important elements of the building are restored, and heritage appropriate materials are used when elements require replacement.

- Jose Mejalli, Assessment Manager Officer, Treasury and Financial Accounting, and Carolyn Nelson, Manager of Property Valuation & Administration, Treasury and Financial Accounting, were consulted with respect to the Main Streets CIP *Building/Property Improvement Tax Increment Grant*.
- Michael Okanlawon, Financial Planning Administrator was consulted with respect to the CIP Reserve Fund.

Conclusion:

The improvements to 1082-1086 Drouillard Road meet all eligibility criteria identified in this report, for *the Municipal Development Fees Grant, Building/Property Improvement Tax Increment Grant, and Retail Investment Grant, and the Municipal Development Fees Grant,* through the *Ford City CIP*, and the *Facade Improvement Grant Program* through the *Main Streets CIP.*

There are sufficient funds in the CIP reserve fund to provide grants for the proposed improvements. Administration recommends approval of the grants identified in this report.

Planning Act Matters:

N/A

Approvals:

Name	Title
Kevin Alexander	Planner III – Special Projects
James Abbs	Manager, Planning – Land Info & Special Projects (A)
Jason Campigotto	Deputy City Planner – Growth (A)
Emilie Dunnigan	Manager Development Revenue & Financial Administrator
Lorie Gregg	Executive Director, Financial Planning/Deputy Treasurer
John Revell	Chief Building Official
Kate Tracey	Senior Legal Counsel, Legal & Real Estate

Name	Title
Neil Robertson	City Planner
Jelena Payne	Deputy CAO/Commissioner, Economic Development
Janice Guthrie	Commissioner of Finance/City Treasurer
Ray Mensour	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

1 Appendix A - Location Map and Existing Condition
2 Appendix B - Proposed Development

Appendix A – Location Map and Condition Prior to Improvements

Appendix A – Condition Prior to Improvements

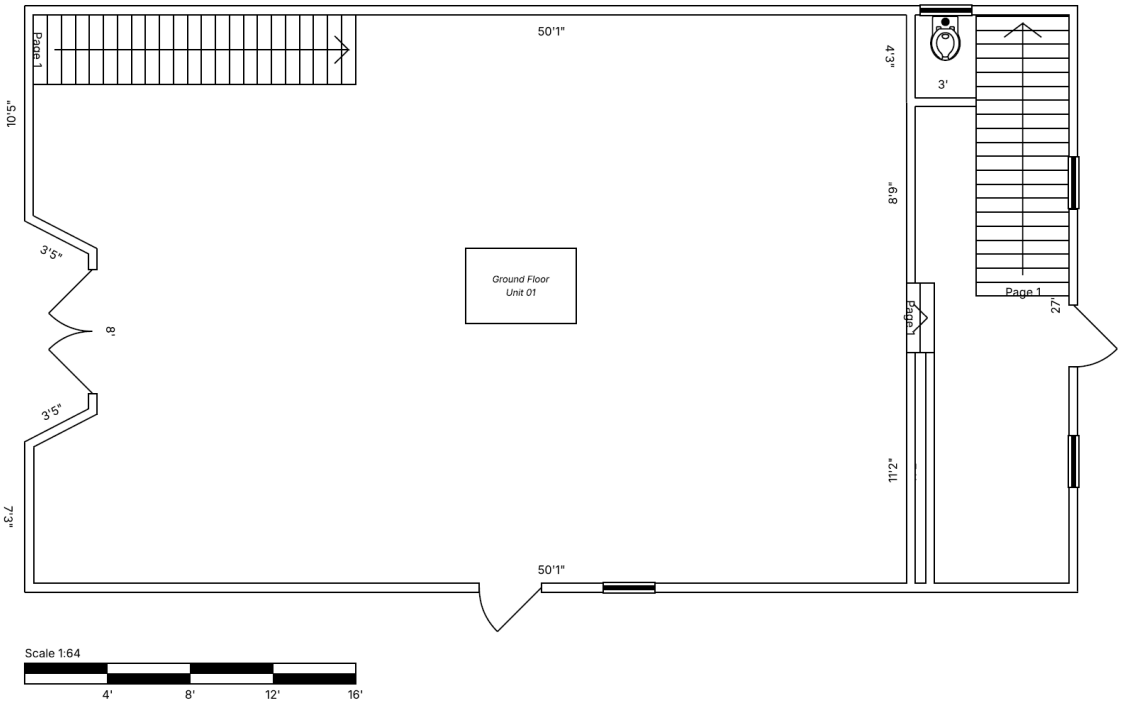
Appendix A – Condition Prior to Improvements

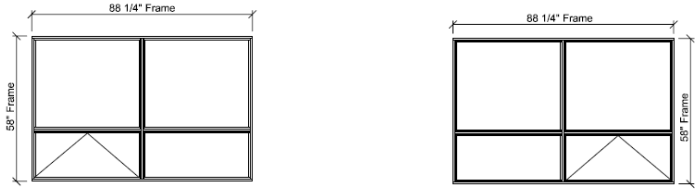
Appendix A – Condition Prior to Improvements

Appendix A – Condition Prior to Improvements

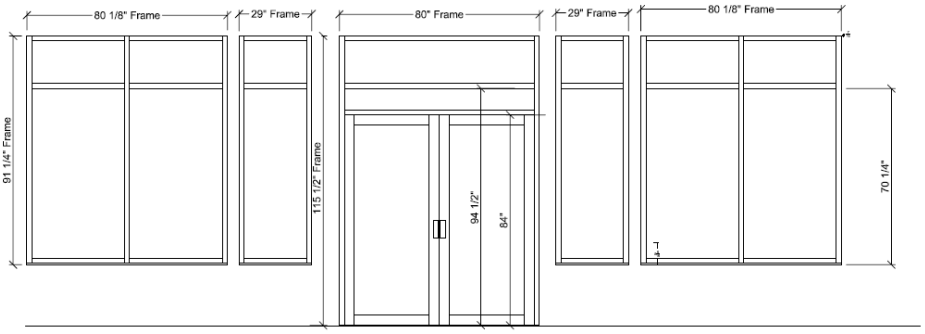

Ford City

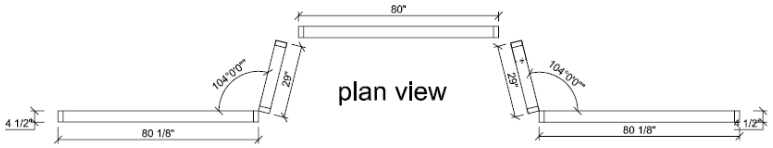
Appendix B – Proposed Improvements

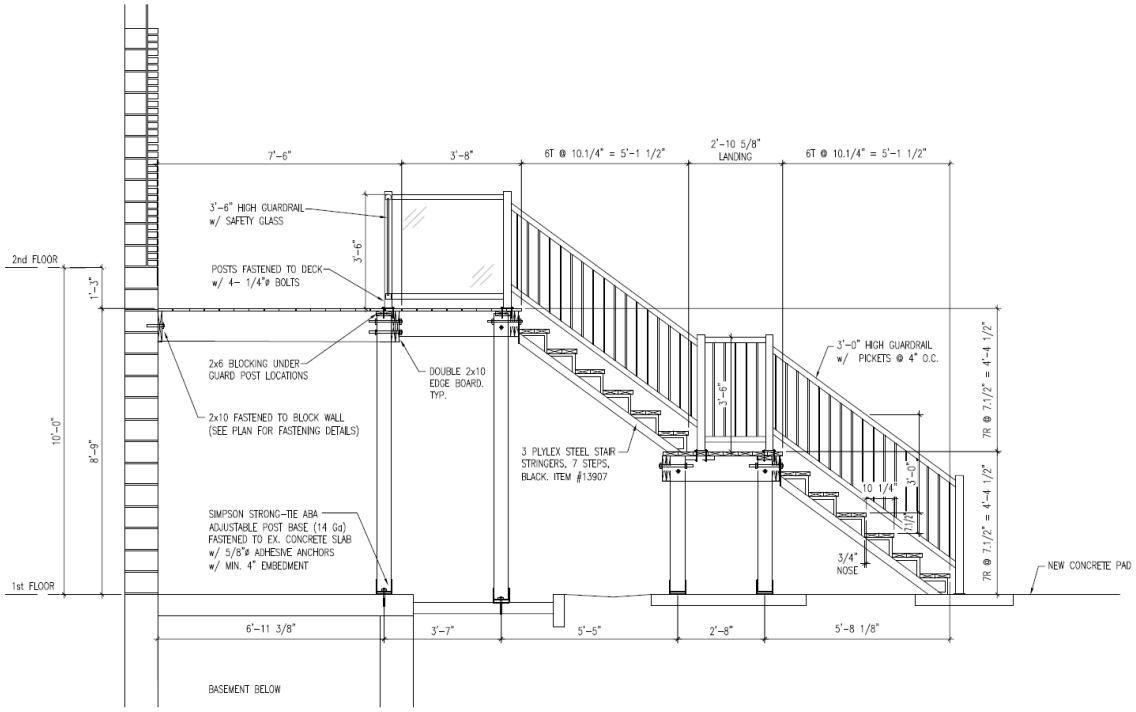


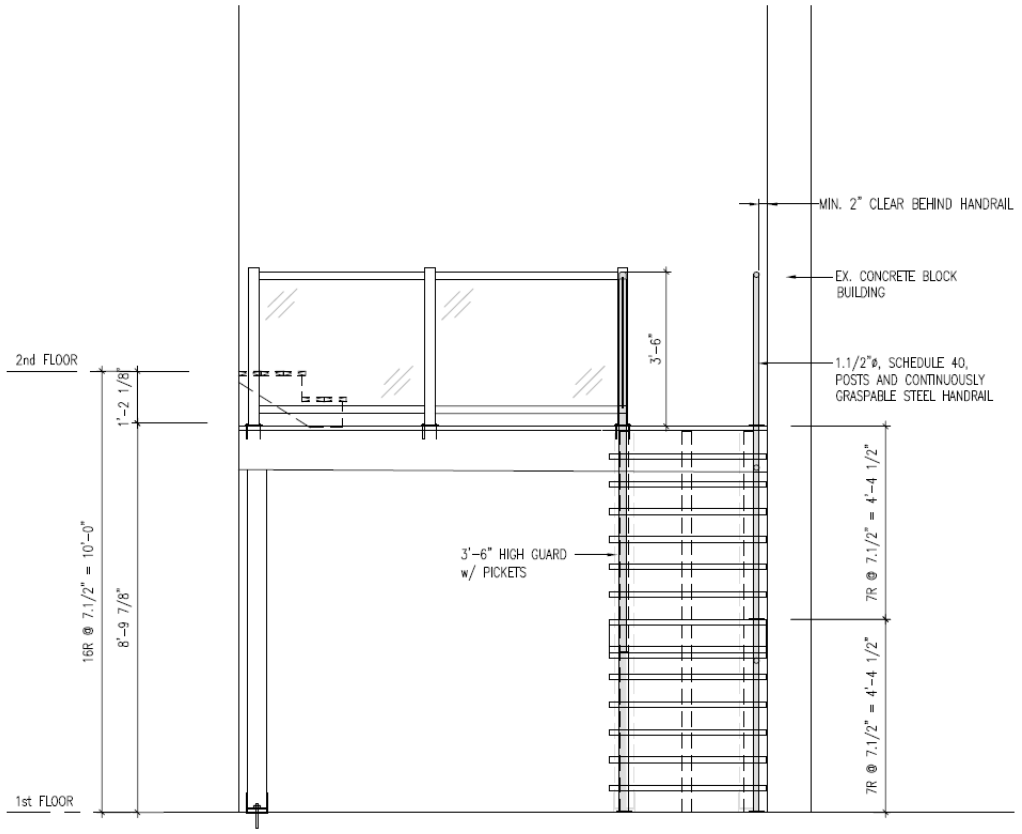


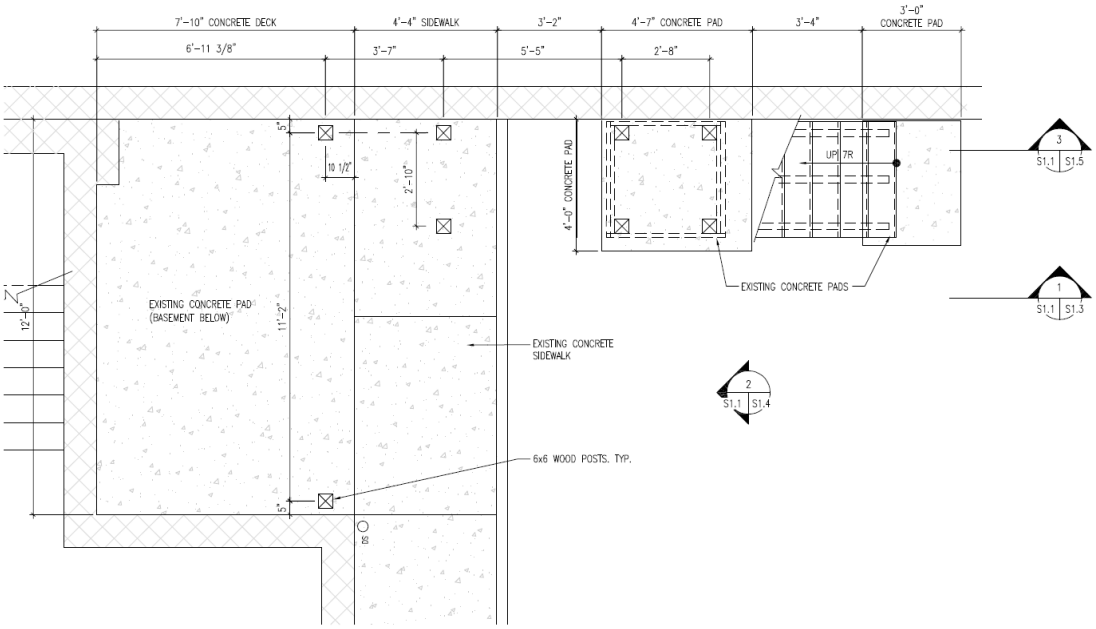
1086 Drouillard Road








MIN. 2" CLEAR BEHIND HANDRAIL
EX. CONCRETE BLOCK BUILDING
1.1/2"ø, SCHEDULE 40, POSTS AND CONTINUOUSLY GRASPABLE STEEL HANDRAIL
2nd FLOOR
1'-2 1/8"
3'-6"
3'-6" HIGH GUARD w/ PICKETS
16R @ 7.1/2" = 10'-0"
8'-9 7/8"
7R @ 7.1/2" = 4'-4 1/2"
7R @ 7.1/2" = 4'-4 1/2"
1st FLOOR


7'-10" CONCRETE DECK
6'-11 3/8"
4'-4" SIDEWALK
3'-7"
3'-2"
5'-5"
4'-7" CONCRETE PAD
2'-8"
3'-4"
3'-0" CONCRETE PAD
5"
10 1/2"
2'-10"
4'-0" CONCRETE PAD
UP 7R
3
S1.1 S1.5
EXISTING CONCRETE PADS
1
S1.1 S1.3
12'-0"
EXISTING CONCRETE PAD (BASEMENT BELOW)
11'-2"
EXISTING CONCRETE SIDEWALK
2
S1.1 S1.4
6x6 WOOD POSTS, TYP.
5"
SD

THE CITY OF WINDSOR ONTARIO, CANADA

Council Report: S 28/2026

Subject: Ford City CIP Application, 1377 Drouillard Road, Owner: Kaija Karmiste (c/o: Saksham Sharma). Ward 5

Reference:

Date to Council: May 4, 2026
Author: Kevin Alexander, MCIP RPP
Senior Planner-Special Projects
519-255-6543 ext. 6732
kalexander@citywindsor.ca

John (Rowan) McGovern
Community Development Planning Assistant
jmcgovern@citywindsor.ca

Planning & Building Services
Report Date: 3/12/2026
Clerk's File #: Z/13251

To: Mayor and Members of City Council

Recommendation:

I. **THAT** the request for incentives under the *Ford City CIP* Financial Incentive Programs made by Kaija Karmiste (c/o: Saksham Sharma) ("The Owner"), owner of the property located at 1377 Drouillard Road **BE APPROVED**, for the following incentive programs:

i. *Building/Property Improvement Tax Increment Grant Program for the lesser of 100% of the municipal tax increment for up to 10 years or the eligible costs.* The estimated annual amount of the grant is +/- $5,865;

ii. *Municipal Development Fees Grant Program* to a maximum amount of $50,000; and

iii. *New Residential Development Grant Program* for nine (9) new residential units ($2,500 each) to the maximum amount of $22,500.

II. **THAT** Administration **BE AUTHORIZED** to prepare the agreement between the City and the Owner to implement the *Building/Property Improvement Tax Increment Grant Program* (only) in accordance with all applicable policies, requirements to the satisfaction of the City Planner as to content, the City Solicitor as to legal form, and the City Treasurer as to financial implications;

III. **THAT** the CAO and City Clerk **BE AUTHORIZED** to sign the applicable Grant Agreement(s) in content satisfactory to the City Planner, in financial content to the satisfaction of the City Treasurer and in form satisfactory to the City Solicitor;

IV. **THAT** funds in the maximum amount of $50,000 under the *Municipal Development Fees Grant Program*, and funds in the amount of $22,500 under the *New Residential Development Grant Program* **BE TRANSFERRED** from the CIP Reserve Fund 226 to the Ford City CIP Project (Project #7181046) once the work is completed to the satisfaction of the City Planner;

V. **THAT** grants **BE PAID** to the Owner upon completion of the construction of three (3) row townhomes with ADUs on the second floors and in the basements located at 1377 Drouillard Road, through the Ford City CIP (Project #7181046) to the satisfaction of the City Planner and Chief Building Official; and

VI. **THAT** grants approved **SHALL LAPSE** and **BE UNCOMMITTED** and returned to CIP Reserve Fund 226 if the applicant has not completed the work and fulfilled the conditions within 2 years of the approval date.

Executive Summary:

N/A

Background:

On November 19, 2018, City Council approved the Ford City Community Improvement Area the Community Improvement Plan (CIP). (CR625/2018 (PHED 603), By-laws 171-2018 and 172-2018) The by-laws came into effect in January 2019.

In 2025, Saksham Sharma, acting on behalf of the property owner, applied for financial incentives under the Ford City CIP for the property located at 1377 Drouillard Road. The subject property is situated within both the Ford City Business Improvement Area (BIA) and the Ford City CIP Area, making it eligible for the available incentive programs.

Discussion:

Ford City CIP Financial Incentive Programs

Based on the CIP application, the owner is eligible for the following grants:

Summary of Ford City CIP Incentives: 1377 Drouillard Road		
PROGRAM & MAX CAP	**ELIGIBILITY & KEY DETAILS**	**ESTIMATED GRANT**
Municipal Development Fees	Covers 100% of municipal planning/building fees; unused funds return to CIP	**$50,000** (Based on recent applications/discussions).

(Max: $50,000)	Reserve 226.	
New Residential Development (Max: $50,000)	$2,500 per new unit. Applicant proposes 9 units (3 primary + 6 ADUs).	**$22,500** ($2,500 x 9 units).
Building/Property Improvement Tax Increment Grant (10-Year)	Lesser of 100% increment or 10 years. Min. annual increment: $500 (Res) or $1,000 (Other).	**$58,650** ($5,865/yr based on $360k MPAC assessment).
General Eligibility	All taxes, fees, or work orders must be resolved or included in project scope.	Must be satisfied prior to payment.

Risk Analysis:

The approval of these grants does not present a significant financial risk. Adequate funding is available within CIP Reserve Fund 226. Grant payments will only be issued once all work has been fully completed and inspected to the satisfaction of the Planning and Building Departments. In accordance with Section 28(7.3) of the Planning Act, Administration has confirmed that the total grant amount will not exceed the eligible project costs.

Climate Change Risks

Climate Change Mitigation:

The proposed construction will have some climate-related impacts. The demolition of the existing residential building will generate waste materials that are likely to enter the landfill, and new construction materials will need to be sourced for the project. However, the redevelopment represents a positive infill opportunity that supports the ongoing revitalization of Ford City by strengthening the existing urban fabric.

The new building will be constructed using modern methods and will comply with the Ontario Building Code, including current requirements for safety, durability, and energy efficiency. Redeveloping an existing lot within a built-up area also promotes more efficient use of existing municipal infrastructure and helps limit outward growth onto greenfield lands.

Climate Change Adaptation:

The project supports compact urban development. The creation of nine (9) dwelling units on a site that would traditionally accommodate two single detached homes represents a more sustainable land-use pattern. Compact development helps reduce urban sprawl and supports a lower carbon footprint by making more efficient use of land, services, and infrastructure.

Financial Matters:

On February 22, 2021, City Council approved the 2021 Budget, which established a dedicated reserve fund for all active Community Improvement Plans (CIPs). As CIP grant applications are approved, the corresponding grant amounts are recorded as committed within CIP Reserve Fund 226 until the work is completed and the grant is ready for payment. The current *uncommitted* balance of the reserve fund is $489,251. This balance does not reflect additional CIP grant requests that are under consideration by the Standing Committee or have been endorsed but not yet approved by Council.

If the applications for 1377 Drouillard Road are approved, funding in the amount of up to $72,500 funds will be transferred from CIP Reserve Fund 226 to the Ford City CIP capital project (Project #7181046) upon completion of the work and once the grant(s) are ready for payment.

The Building/Property Improvement Tax Increment Grant would be based upon the lesser of 100% of the municipal tax increment generated from the improvements made to the building or property for up to 10 years, or the eligible costs. Based on the estimated post-project assessment of $360,000, the total estimated value of this grant is $5,865 annually, for a projected ten-year total of $58,650.

Estimated Building/Property Improvement Tax Increment Grant		
Annual Pre-Development Municipal Taxes	**Annual Estimate of Incremental Post Development Municipal Taxes**	**Annual Estimate Value of Grant**
$1,127	$6,992	$5,865

Assumptions

Current Property Value Assessment	$58,000
Estimate Post Development Property Assessment	$360,000

The City will retain the pre-development (base) municipal tax revenue for the full duration of the grant program of $1,127 per annum or $11,270 cumulatively over a ten (10) years. During this period, the City will forgo the incremental municipal tax revenue generated by the improvements estimated at $5,865 per annum or $58,650 cumulatively over ten (10) years. The annual grant payment will only be issued once the property owner has fully paid all municipal taxes for that year and all program requirements have been satisfied.

The applicant has indicated that the estimated eligible project cost is approximately $1,064,000. The *Planning Act*, CIP stipulates that grants under a CIP cannot exceed the total value of eligible costs. The total estimated grant amount of up to $131,150 inclusive of the New Residential Development Grant ($22,500), the Municipal Development Fees Grant ($50,000), and the Building/Property Improvement Tax Increment Grant ($58,650), is less than the estimated eligible costs of the project.

Consultations:

The property owner of 1377 Drouillard Road has been consulted regarding the applicable grants and associated application fees for the improvements described in this report.

Administration also consulted the following staff:

- Jose Mejalli, Assessment Management Officer, and Carolyn Nelson, Manager of Property Valuation & Administration (Treasury and Financial Accounting), regarding the Ford City CIP Building/Property Improvement Tax Increment Grant.
- Michael Okanlawon, Financial Planning Administrator, regarding the status of the capital project and CIP Reserve Fund balances.

Conclusion:

There are sufficient funds in the CIP reserve fund to provide grants for the proposed improvements. Administration recommends approval of the grants identified in this report.

Planning Act Matters:

N/A

Approvals:

Name	Title
Kevin Alexander	Senior Planner – Special Projects
James Abbs	Manager, Planning – Land Info & Special Projects (A)
Jason Campigotto	Deputy City Planner – Growth (A)
Emilie Dunnigan	Manager - Development Revenue & Financial Administrator
Lorie Gregg	Executive Director, Financial Planning/Deputy Treasurer
John Revell	Chief Building Official
Kate Tracey	Senior Legal Counsel, Legal & Real Estate
Neil Robertson	City Planner

Jelena Payne	Deputy CAO/Commissioner of Economic Development
Janice Guthrie	Commissioner Finance/City Treasurer
Ray Mensour	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

1 Appendix A - Location Map and Existing Condition
2 Appendix B - Proposed Development

Appendix A – Location Map

Appendix A – Existing Condition

PART 11 (COMPLIANCE ALTERNATIVE):.
Carbon monoxide alarms may be battery operated or plugged into an electrical outlet.
7. FIRE-RESISTANCE RATINGS FOR WALLS, COLUMNS AND ARCHES FIRE-RESISTANCE RATINGS FOR WALLS, COLUMNS AND ARCHES SHALL COMPLY WITH OBC 9.10.8.3 AND PART 11 COMPLIANCE - C147 OF TABLE 11.5.1.1.C.

PART 9:

(1) Except as otherwise provided in this Subsection, all load bearing walls, columns, and arches in thestorey immediately below a floor or roof assembly shall have a fire-resistance rating of not less than that required for the supported floor or roof assembly.

PART 11 (COMPLIANCE ALTERNATIVE):
(a) Except as provided in (b) and (c), 30 min rating is acceptable.
(b) In a house, 15 min horizontal fire separation is acceptable where,
(i) smoke alarms are installed in every dwelling unit and in common areas in conformance with Subsection 9.10.19., and
(ii) smoke alarms are interconnected.
(c) In a house, the fire-resistance rating of the fire separation is waived where the building is sprinkler.
8. SEPARATION OF SERVICE ROOMS
SEPARATION OF SERVICE ROOMS SHALL COMPLY WITH OBC 9.10.10.4

PART 9:
9.10.10.1. Appliances and Equipment to be Located in a Service Room
(1) Except as provided in Sentences (2) and (3) and Article 9.10.10.5., fuel-fired appliances shall be located in a service room separated from the remainder of the building by a fire separation having not less than a 1h fire-resistance rating.

(2) Except as required in the appliance installation standards referenced in Sentences 6.2.1.4.(1) and 9.33.1.2.(1), fuel fired space heating appliances, space-cooling appliances and service water heaters need not be separated from the remainder of the building as required in Sentence (1) where the equipment serves,

(a) not more than one room or suite,
(b) a house, or
(c) a building, other than a house, with a building area of not more than 400 m² and a building height of not more than 2 storeys.

(3) Sentence (1) does not apply to fireplaces and cooking appliances.

10. SEPARATION OF RESIDENTIAL SUITES
SEPARATION OF RESIDENTIAL SUITES SHALL COMPLY WITH OBC 9.10.9.14 AND PART 11 COMPLIANCE -
C152 OF TABLE 11.5.1.1.C.
PART 9:
(1) Except as provided in Sentences (2) and (3) and Article 9.10.21.2., suites in residential occupancies shall be separated from adjacent rooms and suites by a fire separation having a fire-resistance rating of not less than 45 min.

(1) Sleeping rooms in boarding, lodging or rooming houses where sleeping accommodation is provided for not more than 8 boarders or lodgers shall be separated from the remainder of the floor area by a fire separation having a fire-resistance rating of not less than 30 min where the sleeping rooms form part of the proprietor's residence and do not contain cooking facilities.

(2) Except as provided in Sentences (4) and (5), dwelling units that contain 2 or more storeys including basements shall be separated from the remainder of the building by a fire separation having a fire-resistance rating of not less than 1 h.

(3) Except as provided in Sentence (5), dwelling units in a house shall be separated from each other and common areas by a fire separation having a fire-resistance rating of not less than 45 min.

(4) The fire-resistance rating of the fire separation required in Sentence (4) is permitted to be waived where the house is sprinklered.

PART 11 (COMPLIANCE ALTERNATIVE):
(a) Except as provided in (b) and (c), 30 min fire separation is acceptable.
(b) In a house, 15 min horizontal fire separation is acceptable where,
(i) smoke alarms are installed in every dwelling unit and in common areas in conformance with Subsection 9.10.19., and
(ii) smoke alarms are interconnected.
(c) In a house, the fire-resistance rating of the fire separation is waived where the building is sprinklered.

10. CLOSURES (DOORS):
CLOSURES SHALL COMPLY WITH OBC 9.10.13.1 AND PART 11 COMPLIANCE - C155 OF TABLE 11.5.1.1.C.
PART 9:
(1) Except as provided in Article 9.10.13.2., openings in required fire separations shall be protected with a closure conforming to Table 9.10.13.1. and shall be installed in conformance with NFPA 80, ·Fire Doors and Other Opening Protectives·, unless otherwise specified in this Part.

11. PART 11 (COMPLIANCE ALTERNATIVE):
Existing functional closures are acceptable subject to C.A.'s C8 and C156.

(a) Existing functional and sound doors in existing buildings that are either hollow metal or kalamein and containing wired glass at least 6 mm thick and conforming to Sentence 3.1.8.14.(2) are permitted in lieu of doors not required to exceed 45 min,

(b) all existing functional and sound hollow metal or kalamein doors which carry existing 1.5 h labels are acceptable in lieu of current 1.5 h labels and may contain wired glass panels not exceeding 0.0645 m², at least 6 mm thick and conforming to Sentence 3.1.8.14.(2), and

(c) every fire door, window assembly or glass block used as a closure in a required fire separation shall be installed in conformance with good engineering practice. In a house, existing unlabeled doors at least 45 mm solid core wood or metal clad are acceptable. For existing closures, ratings of 20 min will not be required where the entire floor area is sprinklered.

11. LAUNDRY FIXTURES
LAUNDRY FIXTURES SHALL COMPLY WITH OBC 9.31.4.2.
PART 9:
(1) Laundry facilities or a space for laundry facilities shall be provided in every dwelling unit or grouped elsewhere in the building in a location conveniently accessible to occupants of every dwelling unit.

12. NATURAL VENTILATION
NATURAL VENTILATION SHALL COMPLY WITH OBC 9.32.2.1 AND PART 11 COMPLIANCE - C194 OF TABLE 11.5.1.1.C.
PART 9:
(1) The unobstructed openable ventilation area to the outdoors for rooms and spaces in a residential occupancy ventilated by natural means shall conform to Table 9.32.2.1.
PART 11 (COMPLIANCE ALTERNATIVE):
In a house, rooms, or spaces to be ventilated by natural means in accordance with Subsection 9.32.2. or by providing adequate mechanical ventilation.

13. ELECTRICAL FACILITIES
ELECTRICAL FACILITIES SHALL COMPLY WITH OBC 9.34.

14. INTERCONNECTION OF SYSTEMS INTERCONNECTION OF SYSTEMS SHALL COMPLY WITH OBC 6.2.3.9 AND PART 11 COMPLIANCE - C91 OF TABLE 11.5.1.1.C.

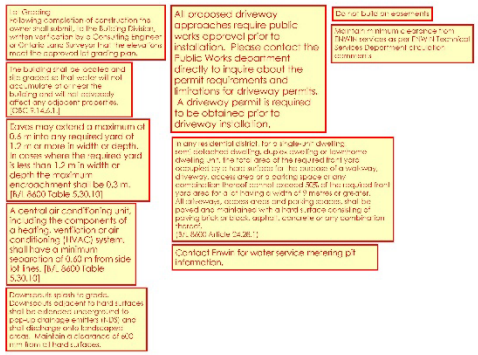
PART 6:
(1) In a residential occupancy, air from one suite shall not be circulated to any other suite or to a public corridor or public stairway.

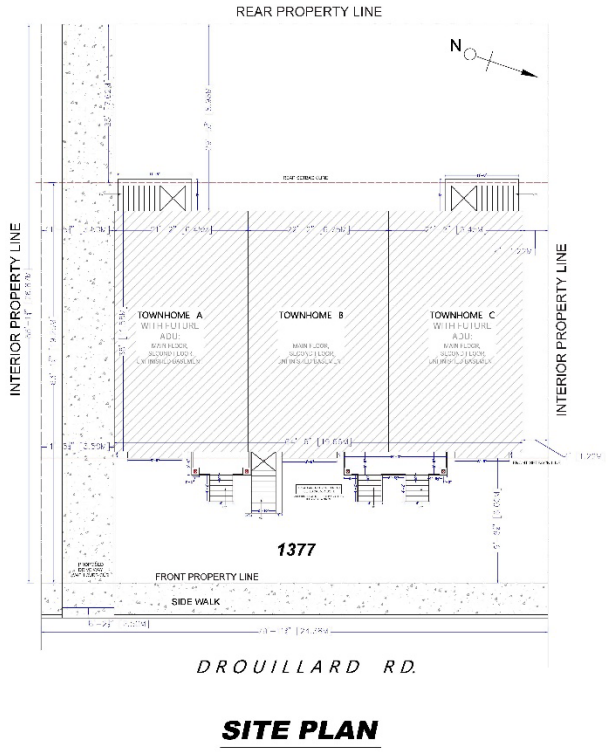
PART 11 (COMPLIANCE ALTERNATIVE): In a building containing not more than four dwelling units or residential suites, the existing heating or air-conditioning system may be altered to serve more than one dwelling unit or suite, provided smoke alarms are installed in each dwelling unit or suite and provided a smoke detector is installed in the supply or return air duct system serving the entire building which would turn off the fuel supply and electrical power to the heating system upon activation of such detector.

12. PENETRATIONS
PIPING, TUBING, DUCTS, CHIMNEYS, WIRING, CONDUIT, ELECTRICAL OUTLET BOXES AND OTHER SIMILAR SERVICE EQUIPMENT THAT PENETRATE A FIRE SEPARATION MUST BE NON-COMBUSTIBLE AND FIRE STOPPED.

13. PLUMBING
ALL PLUMBING MUST CONFORM TO O.REG.332/12, DIV. B PART 7 OF THE BUILDING CODE

14. HANDRAILS AND GUARDRAILS
INSTALL HANDRAILS AND GUARDRAILS IN ACCORDANCE WITH 9.8.7. AND 9.8.8 OF THE BUILDING CODE RESPECTIVELY





SITE PLAN

PROJECT DETAILS
3 TOWNHOMES WITH ADUS.

LOCATION
1377 DROUILLARD RD ,
WINDSOR, ON

DRAWING
SITE PLAN & GENERAL NOTES

CLIENT
REIGN 740 INC.

SCALE	DRAWING NO.
NTS	A-2.0

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COMMENTS

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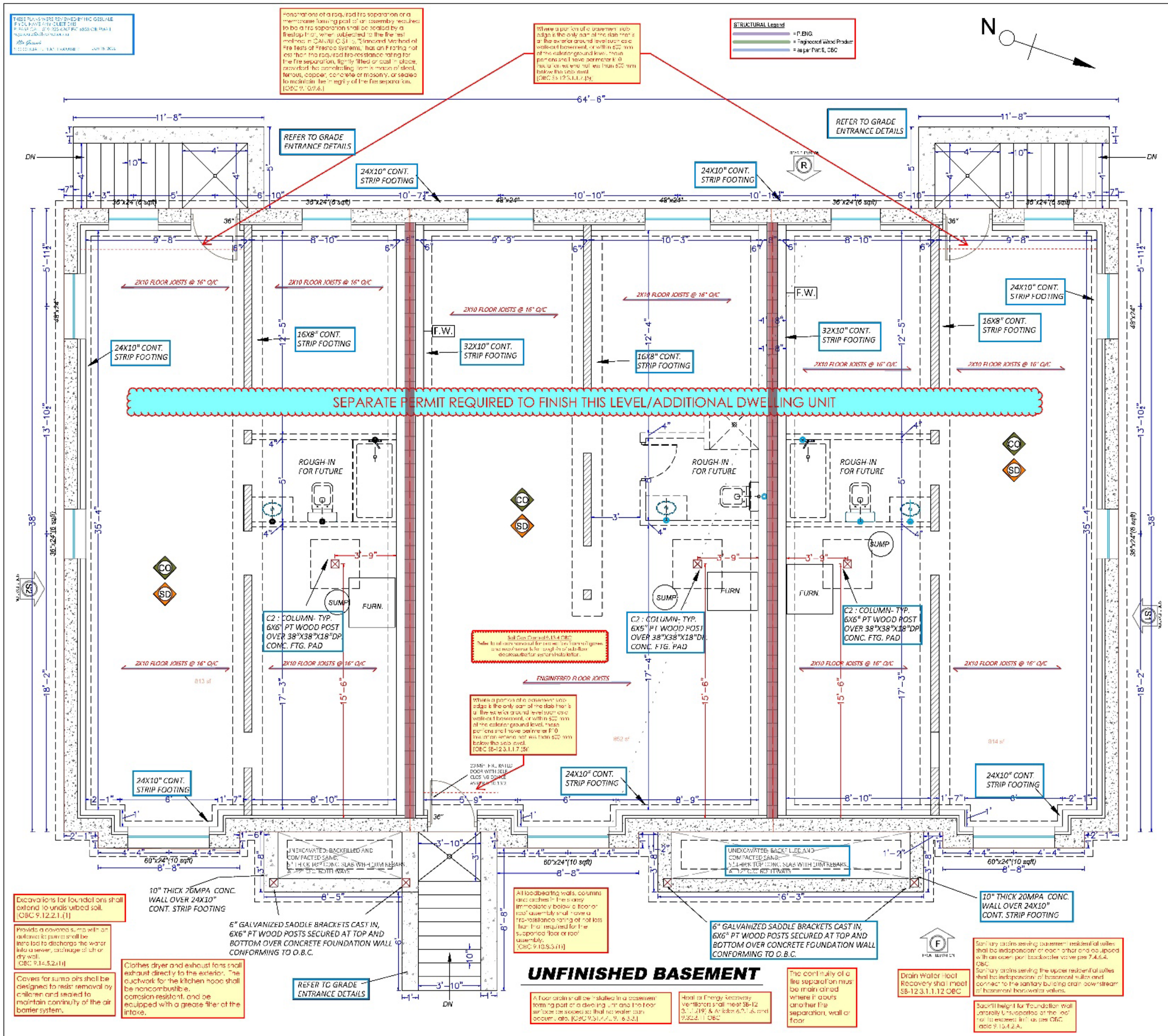
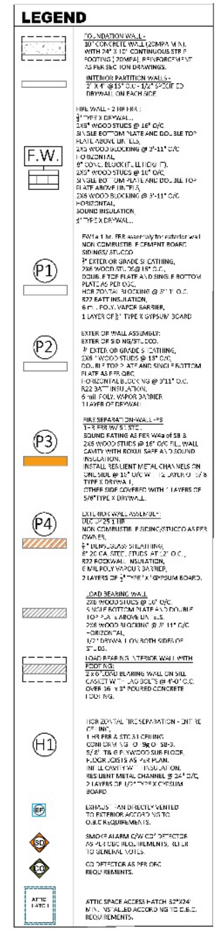
100541912
12/12/2026
PROVINCE OF ONTARIO

P³ DESIGN
AND BUILDING PERMIT SERVICES
ENGINEERING YOUR DREAMS





LINTEL DETAILS

L1	2- 2"X6"	LINTELS UP TO 48" OPENING
L2	2- 2"X12"	LINTELS UP TO 90" OPENING
REFER DETAILS FOR STEEL STUD LINTELS		

NOTES

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G.C.TO INSTALL SUMP AND BACK FLOW PREVENTION VALVE WHERE REQUIRED BY THE CITY.

PROJECT DETAILS
3 TOWNHOMES WITH ADUS.

LOCATION
1377 DROUILLARD RD , WINDSOR, ON

DRAWING
BASEMENT PLAN

CLIENT
REIGN 740 INC.

SCALE	DRAWING NO.
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COMMENTS

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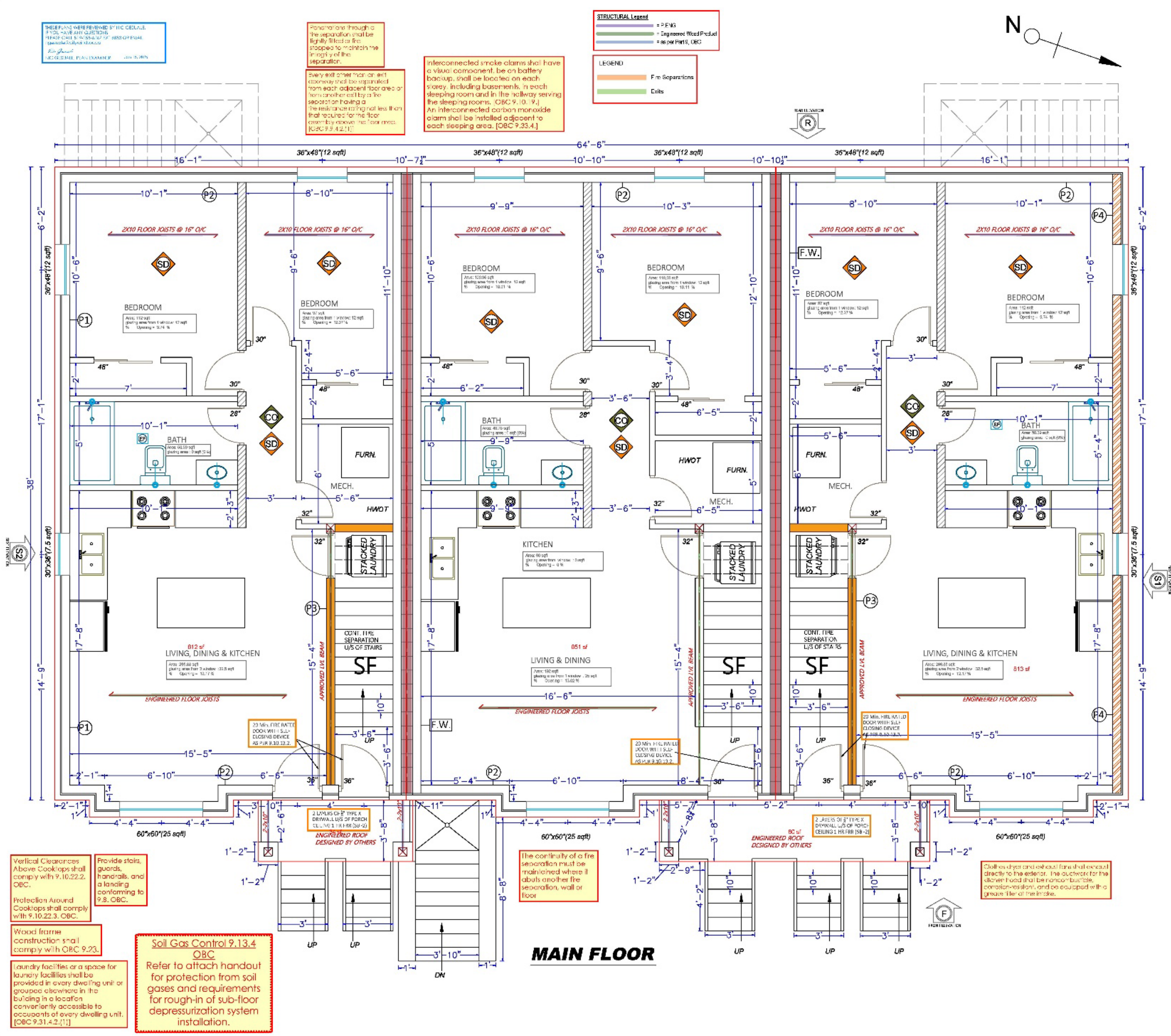
P3 DESIGN AND BUILDING PERMIT SERVICES
ENGINEERING YOUR DREAMS



PROJECT DETAILS

3 TOWNHOMES WITH ADUS.

LOCATION

1377 DROUILLARD RD , WINDSOR, ON

DRAWING

MAIN FLOOR PLAN

CLIENT

REIGN 740 INC.

SCALE	DRAWING NO.
NTS	A-5.0

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COMMENTS

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ALL DRAWINGS AND SPECIFICATION ARE THE PROPERTY OF THE DESIGNER AND ARE PROTECTED BY COPY RIGHT.

LEGEND

Symbol	Description
Foundation wall	FOUNDATION WALL - 10" CONCRETE WALL (20MPA MIN), WITH 24" X 10" CONTINUOUS STRIP FOOTING (20MPA), REINFORCEMENT AS PER SECTION DRAWINGS.
Interior partition	INTERIOR PARTITION WALLS - 2" X 4" @16" O.C - 1/2" SPECIFIED DRYWALL ON EACH SIDE.
F.W.	FIRE WALL - 2 HR FRR: 5/8" TYPE X DRYWALL, 2X6" WOOD STUDS @ 16" O/C, SINGLE BOTTOM PLATE AND DOUBLE TOP PLATE ABOVE LINTELS, 2X6 WOOD BLOCKING @ 3'-11" O/C HORIZONTAL, 8" CONC. BLOCK (FULL HEIGHT), 2X6" WOOD STUDS @ 16" O/C, SINGLE BOTTOM PLATE AND DOUBLE TOP PLATE ABOVE LINTELS, 2X6 WOOD BLOCKING @ 3'-11" O/C HORIZONTAL, SOUND INSULATION, 5/8" TYPE X DRYWALL.
P1	EW1a 1 hr. FRR assembly for exterior wall NON COMBUSTIBLE CEMENT BOARD SIDINGS/ STUCCO 1/2" EXTERIOR GRADE SHEATHING, 2X6 WOOD STUDS@16" O.C., DOUBLE TOP PLATE AND SINGLE BOTTOM PLATE AS PER OBC, HORIZONTAL BLOCKING @ 3'11" O.C. R22 BATT INSULATION, 6 mil. POLY. VAPOR BARRIER, 1 LAYER OF 5/8" TYPE X GYPSUM BOARD
P2	EXTERIOR WALL ASSEMBLY: EXTERIOR SIDING/STUCCO, 1/2" EXTERIOR GRADE SHEATHING, 2X6" WOOD STUDS @ 16" O/C, DOUBLE TOP PLATE AND SINGLE BOTTOM PLATE AS PER OBC, HORIZONTAL BLOCKING @ 3'11" O.C R22 BATT INSULATION, 6 mil. POLY. VAPOR BARRIER 1 LAYER OF DRYWALL
P3	FIRE SEPARATION-WALL -P3 1HR FRR W/ 51 STC, SOUND RATING AS PER W4a of SB-3, 2X6 WOOD STUDS @ 16" O/C FILL WALL CAVITY WITH ROXUL SAFE AND SOUND INSULATION. INSTALL RESILIENT METAL CHANNELS ON ONE SIDE @ 16" O/C WITH 2 LAYER OF 5/8" TYPE X DRYWALL, OTHER SIDE COVERED WITH 1 LAYERS OF 5/8"TYPE X DRYWALL.
P4	EXTERIOR WALL ASSEMBLY: ULC U425 1 HR NON COMBUSTIBLE SIDING/STUCCO AS PER OWNER, 1/2" DENSEGLASS SHEATHING, 5" 20 GA. STEEL STUDS AT 12" O.C., R22 ROCKWALL INSULATION, 6 MIL POLY VAPOUR BARRIER, 2 LAYERS OF 5/8" TYPE "X" GYPSUM BOARD.
Load bearing wall	LOAD BEARING WALL 2X6 WOOD STUDS @ 16" O/C, SINGLE BOTTOM PLATE AND DOUBLE TOP PLATE ABOVE LINTELS, 2X6 WOOD BLOCKING @ 3'-11" O/C HORIZONTAL, 1/2" DRYWALL ON BOTH SIDES OF STUDS.
Load bearing interior wall with footing	LOAD BEARING INTERIOR WALL WITH FOOTING: 2 X 6" LOAD BEARING WALL ON SILL GASKET WITH LAG BOLTS @ 4'-0" O.C. OVER 16" x 8" POURED CONCRETE FOOTING.
H1	HORIZONTAL FIRE SEPARATION - ENTIRE CEILING, 1 HR FRR & STC 51 CEILING CONFORMING TO F9g OF SB-3, 5/8" T& G PLYWOOD SUB FLOOR, FLOOR JOISTS AS PER PLAN, INFILL CAVITY WITH INSULATION, RESILIENT METAL CHANNEL @ 24" O/C, 2 LAYERS OF 1/2" TYPE X GYPSUM BOARD.
EF	EXHAUST FAN DIRECTLY VENTED TO EXTERIOR ACCORDING TO O.B.C REQUIREMENTS.
SD	SMOKE ALARM C/W CO2 DETECTOR AS PER OBC REQUIREMENTS, REFER TO GENERAL NOTES.
CO	CO DETECTOR AS PER OBC REQUIREMENTS.
ATTIC HATCH	ATTIC SPACE ACCESS HATCH-32"X24" MIN. INSTALLED ACCORDING TO O.B.C. REQUIREMENTS.

LINTEL DETAILS

L1	2- 2"X6"	LINTELS UP TO 48" OPENING
L2	2- 2"X12"	LINTELS UP TO 90" OPENING

REFER DETAILS FOR STEEL STUD LINTELS

NOTES

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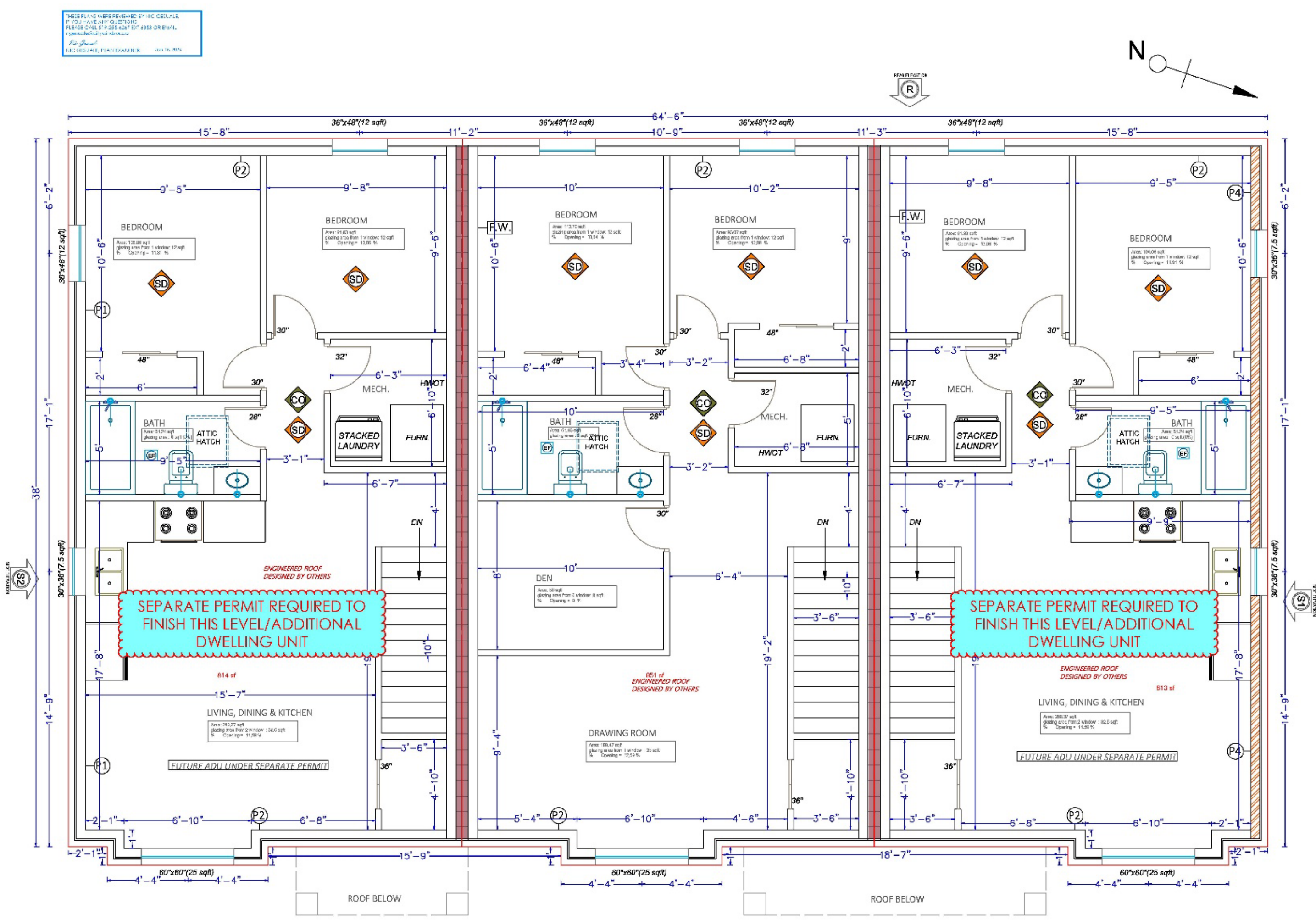
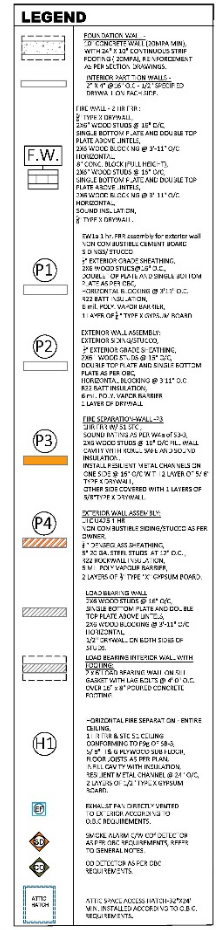


Except where a door on the same floor level as the bedroom provides direct access to the exterior, every floor level containing a bedroom shall be provided with at least one outside window that is openable from the inside without the use of tools, provides an individual, unobstructed open portion having a minimum area of 0.35 m² with no dimension less than 380 mm and maintains the required opening without the need for additional support. Except for basement areas, the window shall have a maximum sill height of 1000 mm above the floor. [OBC 9.9.10.1]

Every attic or roof space serving a house or individual dwelling unit in a house shall be provided with an access hatch not less than 0.32 m² in area with no dimension less than 545 mm, or 500 mm by 700 mm. [OBC 9.19.2.1.]

Provide fire block as per OBC 9.10.16.

SECOND FLOOR



LINTEL DETAILS

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L2	2- 2"X12"	LINTELS UP TO 90" OPENING
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PROJECT DETAILS
3 TOWNHOMES WITH ADUS.

LOCATION
1377 DROUILLARD RD , WINDSOR, ON

DRAWING
SECOND FLOOR PLAN

CLIENT
REIGN 740 INC.

SCALE	DRAWING NO.
NTS	A-6.0

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P³ DESIGN AND BUILDING PERMIT SERVICES
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ELEVATION AREA: 1343.6 SQ.FT (124.82 SQ.M)
PROVIDED OPENING = 280 SQ.FT (25.82 SQ.M.)

FRONT ELEVATION

ELEVATION AREA: 1343.6 SQ.FT (124.82 SQ.M)
PROVIDED OPENING = 142 SQ.FT (13.19 SQ.M.)

REAR ELEVATION

Main entrance doors to dwelling units shall be provided with a door viewer or transparent glazing in the door or a sidelight, a deadbolt, and an exterior lighting outlet with fixture controlled by a wall switch located within the building. [OBC 9.7.2.1., 9.7.5.2., 9.34.2.1.]

Provide stairs, guards, handrails, and a landing conforming to 9.8. OBC. Guards are required at all locations where there is a change of vertical height greater than 600 mm. [OBC 9.8.8.1.]

Downspouts adjacent to hard surfaces shall be extended underground to pop-up drainage emitters (N-DS) and shall discharge onto landscaped areas. Maintain a clearance of 600 mm from all hard surfaces.

PROJECT DETAILS
3 TOWNHOMES WITH ADUS.

LOCATION
1377 DROUILLARD RD ,
WINDSOR, ON

DRAWING
ELEVATIONS 1

CLIENT
REIGN 740 INC.

SCALE	DRAWING NO.
NTS	A–7.0

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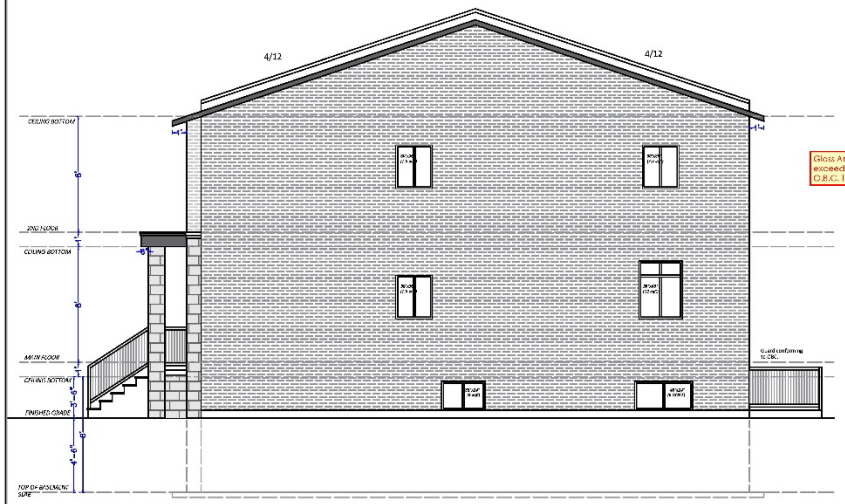
100541912
12/1/2026
PROVINCE OF ONTARIO

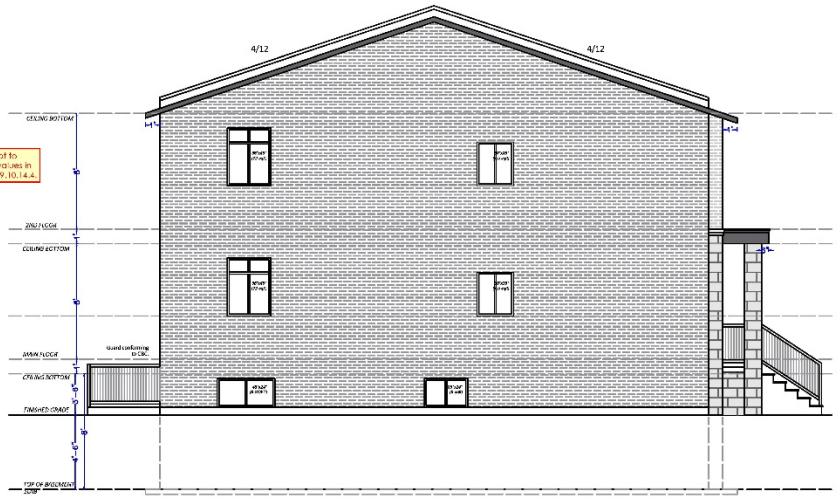
P3 DESIGN
AND BUILDING PERMIT SERVICES
ENGINEERING YOUR DREAMS



FIRE COMPARTMENT 1
ELEVATION AREA: 832.86 SQ.FT (86.64 SQ.M)
PROVIDED OPENING = 48.5 SQ.FT (4.60 SQ.M.) <7%

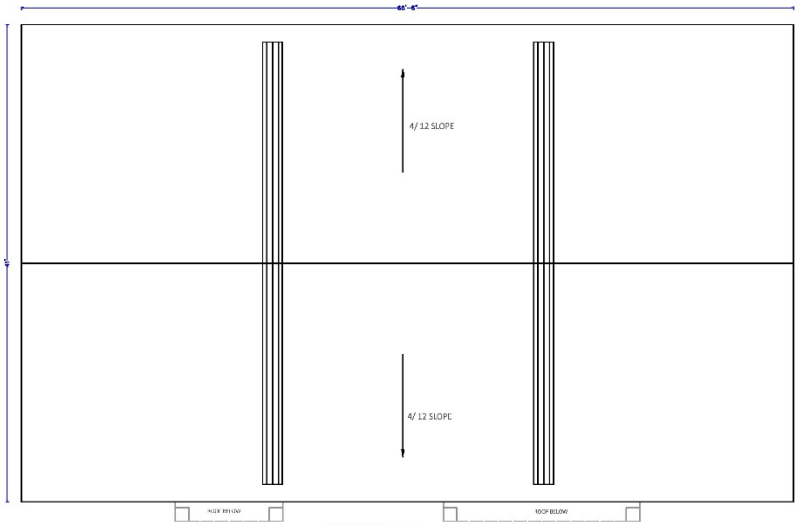
S1 **SIDE ELEVATION**

Glass Area not to exceed the values in O.B.C. Table 9.10.14.4.



FIRE COMPARTMENT 1
ELEVATION AREA: 832.86 SQ.FT (86.64 SQ.M)
PROVIDED OPENING = 69 SQ.FT (6.92 SQ.M.) <7%

S2 **SIDE ELEVATION**



ROOF PLAN

Every attic or roof space serving a house or individual dwelling unit in a house that is provided with an access hatch not less than 0.32 m² in area with each dimension less than 540 mm, or 500 mm by 460 mm. [OBC 9.19.2.1.]

The roof framing has been reviewed as an engineered truss design. If conventional framing replaces the trusses, design drawings shall be submitted for review prior to the framing inspection.

Roofing shall comply with OBC 9.26

Roof venting shall comply with OBC 9.19.1.

PROJECT DETAILS
3 TOWNHOMES WITH ADUS.

LOCATION
1377 DROUILLARD RD , WINDSOR, ON

DRAWING
ELEVATIONS 2

CLIENT
REIGN 740 INC.

SCALE	DRAWING NO.
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LICENSED PROFESSIONAL ENGINEER H. P. PARIKH 100541912 12/1/2026 PROVINCE OF ONTARIO

P³ DESIGN AND BUILDING PERMIT SERVICES ENGINEERING YOUR DREAMS

Subject: Amendment to Sign By-law 250-2024 2595 Dougall Ave, SGN-001/25 (Proposed Electronic Changing Copy Billboard Ground Sign) - Ward 10

Reference:

Date to Council: May 4, 2026
Author: Sophia Di Blasi, M.Arch
Planner III – Senior Urban Designer
(519) 255-6543 ext 6820
Planning & Building Services
Report Date: 4/8/2026
Clerk's File #: AB2026

To: Mayor and Members of City Council

Recommendation:

I. THAT the application for a Site-Specific Amendment to By-law 250-2004 (the "Sign By-law"), being a by-law respecting signs and other advertising devices in the City of Windsor, as amended, to allow for the installation of an Electronic Changing Copy Ground Sign at 2595 Dougall Avenue, **BE DENIED**;

II. THAT the Chief Building Official **SHALL** review the status of any sign permit previously issued for the subject property municipally known as 2595 Dougall Avenue after a period of six (6) months, and that, in the event construction of any sign has not seriously commenced, the permit(s) **MAY BE** revoked in accordance with the applicable provisions of the *Building Code Act* and relevant municipal by-laws; and

III. THAT Administration **BE DIRECTED** to notify the property owner of the requirement to address the existing illegal fascia wall sign located on the principal building at 2595 Dougall Avenue through the appropriate building permit and sign approval process.

Executive Summary:

N/A

Background:

The subject property, municipally known as 2595 Dougall Avenue, is located along a major arterial road characterized by a signalized intersection along a curved roadway. The site is adjacent to a railway corridor and is situated within an area containing a concentration of commercial development and existing billboard signage.

The history of signage on the property dates to 1980, when a first-party advertising sign (not a billboard) was originally erected. In 2013, the sign was converted to a billboard without the required permits. As a result, the Building Department issued an Order to Comply and determined that the sign had been both illegally converted to a billboard and located entirely within the public right-of-way. To address this, an encroachment agreement was required. On September 26, 2014, City Council approved an encroachment agreement permitting the billboard within the Dougall Avenue public right-of-way.

In 2019, the segment of Dougall Avenue between Ouellette Place and Grand Marais Road West underwent significant right-of-way improvements. The works included the construction of a multi-use trail along the west side of Dougall Avenue, roadway reconfiguration, and intersection improvements intended to enhance safety and operational performance. To facilitate these improvements, the City terminated the encroachment agreement, and the existing billboard was removed.

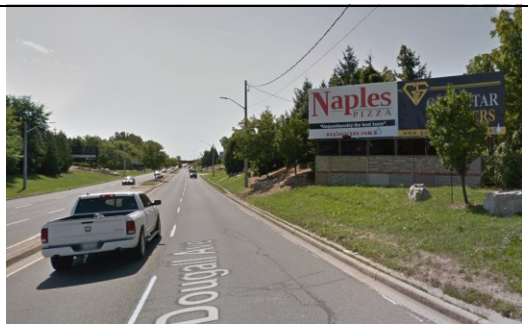


Figure 1: Traveling South-East along Dougall Ave, 2017

Figure 2: Traveling South-East along Dougall Ave, 2025

Following the completion of the infrastructure works, the property owner applied for a new sign permit in 2020 under Clause 3.7 of Sign By-law 250-2004, which permits the relocation or replacement of signs due to municipal infrastructure projects. This provision forms the basis for permitting a poster billboard on the subject property. A Sign Permit for a single-sided Poster Billboard Ground Sign, with a sign face area of approximately 37.2 m², was subsequently issued on June 19, 2020.

The sign permit remains valid, as no record has been identified indicating that it has expired or been revoked. As such, the applicant may proceed with the previously approved permit to reconstruct the poster billboard, subject to the applicable permitting process and any standard conditions.

The current application seeks a site-specific amendment to permit the conversion of the previously approved poster billboard to an Electronic Changing Copy Billboard Ground Sign. While a poster billboard may be reconstructed in accordance with its permit status, the proposed Electronic Changing Copy Billboard represents a new sign type subject to the current provisions of Sign By-law No. 250-2004. Electronic changing copy billboards are regulated more restrictively than poster billboard signage due to their operational characteristics, visual prominence, and potential impacts on traffic safety.

Discussion:

In February 2025, Zelinka Priamo, contacted the City of Windsor's Building & Planning Departments with a proposal to modify the permit application for a Poster Billboard sign to an Electronic Changing Copy Billboard Ground Sign.

Applicable Sign By-law Framework

Electronic Changing Copy Billboard Ground Signs are subject to specific location, separation, size, and safety-related regulations under Section 6.3 of Sign By-law No. 250-2004, as amended by By-law 93-2024. These provisions include mandatory minimum standards and explicit prohibitions intended to manage cumulative impacts and reduce driver distraction in sensitive roadway environments.

In addition to the location and dimensional requirements set out in Section 6.3, the proposed Electronic Changing Copy Billboard has been reviewed against the traffic safety provisions of Section 10.3 of the sign by-law which establishes that no sign, sign structure, or component part shall distract pedestrians or motorists or reduce the effectiveness of traffic control signs, signals, or devices. The by-law further prohibits signs that, by virtue of their size, shape, location, content, colouring, or manner of illumination, may be confused with or detract from traffic control devices.

The requested site-specific amendment seeks relief from several of these provisions. Administration has reviewed the application against the Sign By-law and finds that the proposal fails to comply with multiple mandatory requirements.

Roadway Context and Visual Environment

The subject site is located within a corridor that has undergone recent and significant transportation infrastructure improvements intended to address longstanding operational and safety concerns. The right-of-way improvements along Dougall Avenue between Ouellette Place and Grand Marais Road West were implemented to address constrained roadway conditions, complex traffic movements, and a history of collision activity in the area.

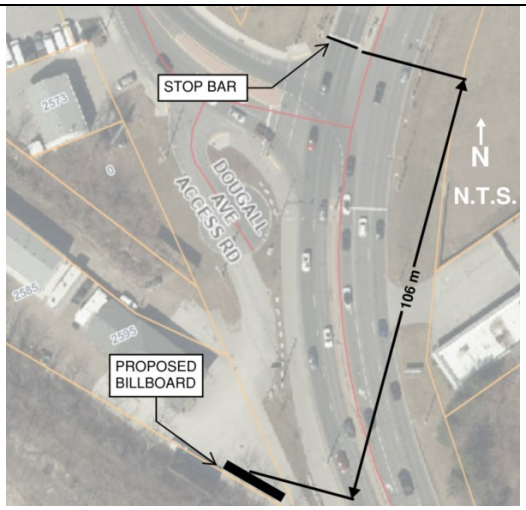
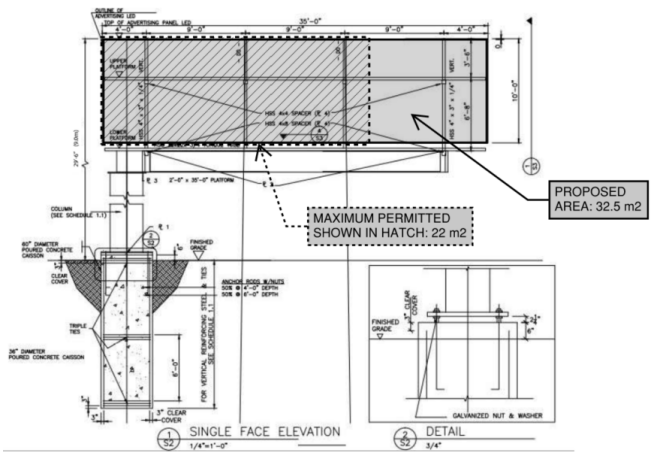
While these improvements have enhanced corridor function, the roadway remains a complex environment characterized by a curved alignment, multiple signalized intersections, adjacent rail infrastructure, and high traffic volumes. The concentration of existing billboard signage and commercial advertising elements further contributes to a visually demanding setting for motorists.

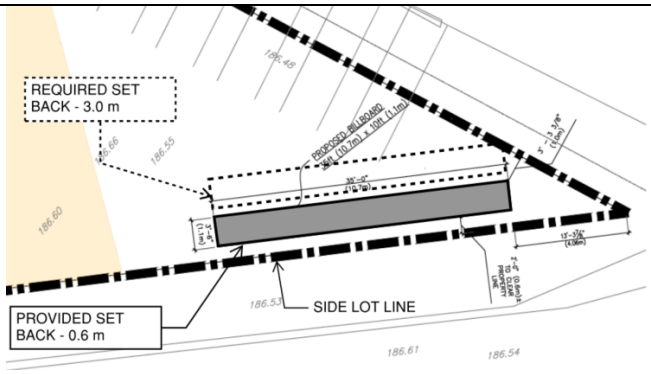
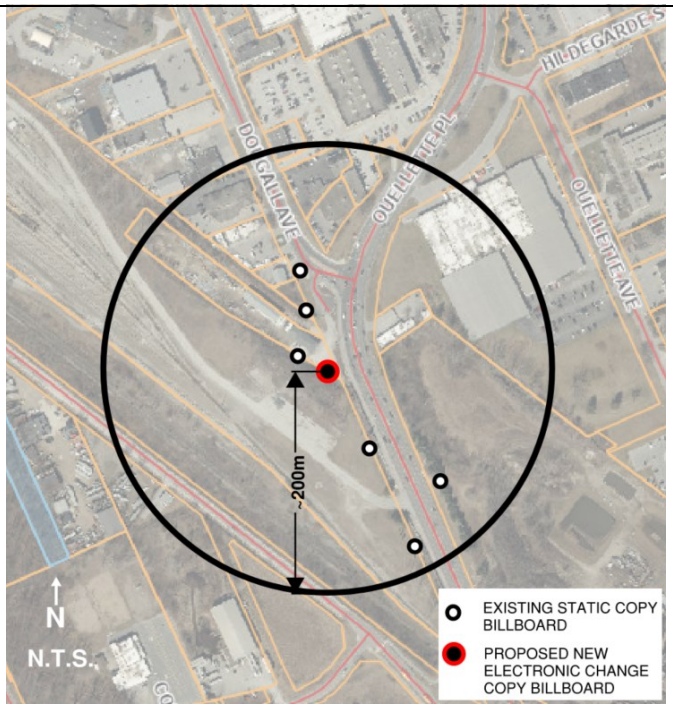
In this context, the introduction of an Electronic Changing Copy Billboard presents an increased potential for driver distraction during critical decision-making moments, particularly when compared to a poster billboard sign. The operational characteristics of electronic changing copy signage, including illumination and message transitions, distinguish it from poster signage and warrant heightened scrutiny under the current Sign By-law framework.

Regulatory Non-Compliance and Prohibitions

The proposed Electronic Changing Copy Billboard Ground Sign does not comply with the following provisions of the Sign By-law:

6.3 Regulations for BILLBOARD GROUND AND WALL SIGNS

Subsection	Requested Amendment
Table 6.3.1 - Prohibited location for erecting ELECTRONIC CHANGING COPY BILLBOARDS Posted Speed Limit (km/hour): 60 Distance after Stop Line (m): 110	 **Figure 3:** The proposed billboard is approximately 106 m from the stop line and does not meet this requirement.
6.3.7 – Maximum Total Sign Face Area: 22.0 m2 per SIGN FACE	 **Figure 4:** Increase the SIGN FACE to 32.5 m2.

Section 6.3.14(b)(ii) – Sign Restrictions: b) No part of any BILLBOARD GROUND SIGN shall: ii. Be ERECTED within 3.0 m of a SIDE LOT LINE;	 **Figure 5:** Proposed decrease of the SIDE LOT LINE to 0.6 m.
Section 6.3.17(i) – Prohibitions for ELECTRONIC CHANGE COPY BILLBOARDS: No part of any ELECTRONIC CHANGING COPY SIGN, that is either a BILLBOARD GROUND or WALL SIGN, shall: i. Be ERECTED within a 200.0 m radius of any POSTER BILLBOARD SIGN that is a GROUND SIGN or WALL SIGN;	 **Figure 6:** Six (6) existing billboard ground signs are located within the 200.0 m radius of the proposed Electronic Change Copy Ground Billboard.

The infrastructure improvements within the right-of-way introduced signalization at the Ouellette Place and Dougall Avenue intersection. Line of sight to the proposed electronic change copy billboard sign falls immediately between the signal heads, adding an element of distraction at a critical time for south-bound Ouellette Place vehicle motorists, as they approach the intersection on a curved roadway. Reducing the size of the sign or adjusting its location does not resolve the fundamental conflicts created by proximity to traffic control signals and surrounding billboard signage.

Review of Existing On-Site Signage

In addition to the proposed billboard signage, Administration reviewed the existing

signage on the subject property as part of a comprehensive site review. This review identified a fascia wall sign located on the principal building at 2595 Dougall Avenue for which no active sign permit could be confirmed.

This signage matter is separate from the requested site-specific amendment and does not form part of the rationale for the recommended refusal. Administration will address the fascia sign through the appropriate permitting and compliance processes.

Transportation Safety and Location Context

Transportation Planning has reviewed the proposal and does not support the application. The proposed sign location is directly between two traffic signals along a curved segment of Dougall Avenue (see Figure 7), an area characterized by complex traffic movements, turning vehicles, and multiple visual stimuli.

Figure 7: Precise Location of the Billboard, Prepared by CIMA INC., Traffic Study for Billboard Installation at 2595 Dougall Ave in Windsor

The roadway geometry places the proposed sign within the sightline of approaching motorists and within the cone of vision during critical decision-making moments, including intersection approach, turning movements, and pedestrian crossings. The intersection has been designed with additional signal infrastructure due to its complexity, further reflecting the existing sensitivity of this visual environment.

Transportation Planning has identified the following concerns:

- The proposed sign does not meet the minimum 110-metre separation from the stop line, a fixed regulatory requirement.
- The location lies within a complex visual environment where driver attention is already heavily taxed. In addition, this intersection is ranked 27th among the top 50 high collision intersections in the City.
- Electronic changing copy signage introduces periodic visual change and increases the potential for distraction during intersection navigation.
- The analysis provided focuses on limited scenarios and does not adequately account for continuous traffic flow, turning movements, or roadway curvature.
- Signal timing in this corridor is dynamic and cannot be coordinated with the

proposed sign's frame duration; as such, advertisement changes cannot be synchronized with traffic signal phases, increasing the likelihood of visual distraction during critical decision-making moments.

The City remains firmly committed to advancing its Vision Zero objectives, adopted in 2020, which prioritize the elimination of traffic-related fatalities and serious injuries. Introducing additional sources of distraction at an identified high-risk intersection is not aligned with these objectives.

Furthermore, as noted in CIMA's response index, there is no established or widely accepted methodology to quantitatively assess or compare the relative safety impacts of poster versus digital billboards, limiting the ability to conclusively evaluate potential risk in this context.

Based on these factors, Transportation Planning has advised that the proposed electronic changing copy billboard poses an unacceptable safety risk in this location and is not supported.

Distinction between Poster and Electronic Signage

The Sign By-law explicitly distinguishes between poster billboards and electronic changing copy billboards, recognizing their different operational characteristics, visual impacts, and potential influence on driver behaviour. Electronic changing copy billboards are subject to more restrictive standards precisely because they introduce luminance, motion, and periodic visual change.

The prior approval of a poster billboard under an earlier regulatory framework does not establish support for an electronic changing copy billboard under the current by-law.

Risk Analysis:

Approval of a site-specific amendment to permit an Electronic Changing Copy Billboard at this location would introduce both public safety and policy risks.

From a transportation and safety perspective, approval would introduce additional visual stimuli within a complex roadway environment characterized by curved geometry, multiple signalized intersections, and high driver decision-making demands. Given the subject site's location between two signalized intersections along a curved roadway segment, the operational characteristics of an Electronic Changing Copy Billboard, including illumination and message transitions, introduce an elevated risk of driver distraction and visual interference during critical decision-making moments. The operational characteristics of Electronic Changing Copy Billboards increase the potential for driver distraction at a location already requiring heightened driver attention. This presents an increased exposure to safety risk, including the potential for collisions, particularly during critical intersection movements. In this context, the proposed sign does not satisfy the intent of Section 10.3 of the Sign By-law, which prioritizes maintaining clear sightlines, minimizing distraction, and preserving the effectiveness of traffic control devices within complex roadway environments.

From a policy and administrative perspective, approval would establish a challenging precedent for the City in administering and enforcing the provisions of Sign By-law No.

250-2004. Administration has received several applications for Electronic Changing Copy Billboard signage, many of which involve similar non-compliances and require variances or site-specific amendments. Council's decision on the subject application may influence the review and outcome of these and future applications, potentially undermining the intent and effectiveness of the regulatory framework adopted through By-law 93-2024.

Climate Change Risks

Climate Change Mitigation:

Light pollution is a contributing factor to climate change and light levels for LED display signs are regulated by the Sign Bylaw. Automatic brightness controls even out the illumination levels related to the ambient light surrounding the signage. Currently, the Sign By-law does regulate the brightness of illuminated signs in Section 3.3 Illumination Regulations, however Illuminated Electronic Change Copy Billboard Signs create light pollution as they cannot be full cut-off as per CR228/200 Lighting Intensity Standards Study.

Climate Change Adaptation:

LED technology has proven more energy efficient than traditional poster billboard lighting. With climate change and increasing strain on natural resources, limiting carbon footprints is essential. Electronic Change Copy Billboard Signs help to reduce the amount of poster waste entering our landfills and recycling plants but however have other risks from climate perspectives.

Financial Matters:

There are no direct matters of financial consequence to the Corporation of the City of Windsor arising from the recommendations of this application for an amendment.

Consultations:

Several municipal departments and external agencies were circulated for consultation and comments, including Transportation Planning, Traffic Operations, Engineering, Planning and Building Services, Windsor Police Services, CPKC Rail, ENWIN Utilities, and the Legal Department, to address the variances, restrictions and prohibitions, related to this proposal.

Administration met with the applicant, property owner and agent, on multiple occasions to review the application and discuss identified concerns. Primary issues associated with the proposal relate to transportation safety. In response, the City's Manager of Transportation Planning & Design completed a detailed technical review and mark-up of the applicant's Traffic Study. The resulting review and comment matrix has been provided in Appendix C for Council's consideration.

Conclusion:

The proposed Electronic Changing Copy Billboard Ground Sign at 2595 Dougall Avenue does not comply with multiple provisions and prohibitions of Sign By-law No. 250-2004. The proposal introduces increased safety risks due to its location within a complex roadway environment and fails to meet minimum separation distances

established to mitigate driver distraction.

The previously approved poster billboard does not establish support for an electronic changing copy billboard, and approval of the requested amendment would create an undesirable precedent that undermines the intent of the City's Sign By-law framework.

Planning Act Matters:

N/A

Approvals:

Name	Title
Sophia Di Blasi	Planner III – Senior Urban Designer
Jason Campigotto	Deputy City Planner – Growth (A)
John Revell	Chief Building Official
Aaron Farough	Senior Legal Counsel, Legal & Real Estate
Neil Robertson	City Planner
Jelena Payne	Deputy CAO/Commissioner of Economic Development
Ray Mensour	Chief Administrative Officer

Notifications:

Name	Address	Email
North Construction (c/o Angelo Lunetta)		
Zelinka Priamo (c/o Connor Wright)		

Appendices:

1 Appendix A – Application
2 Appendix B – Traffic Study Prepared by CIMA+
3 Appendix C – Review of Traffic Study by Manager of Transportation Planning & Design and Response Comment Matrix by CIMA+
4 Appendix D – Approved 2020 Permit for a Poster Billboard at 2595 Dougall Ave

Appendix A - Application

CORPORATION OF THE CITY OF WINDSOR
Department
Planning Department
350 City Hall Square West
◆ Windsor ON N9A 7K6
Tel: 519-255-6543 Fax: 519-255-6544

SIGN BY-LAW AMENDMENT APPLICATION

INSTRUCTIONS

Prior to submission, a meeting with a City of Windsor Planner is necessary to determine the supporting documents required to evaluate the proposal, to verify information on the application, and to clarify the procedures to follow. Please contact the Planning Department –Urban Design Division at 519-255-6543 to arrange a meeting.

Complete all sections in full.

Provide the full name of the applicant, agent and registered property owner and the name of the company.

Include the signature of the registered property owner in Section 4.

Submit 3 copies of all drawings and photo(s) of existing signage, if applicable.

All drawings must be legible, accurate and professionally drawn. The following information must be provided:

- Description of the sign including the type of illumination, structural and decorative materials and colours to be used.
- Scale, north point and unit of measurement.
- All dimensions of the sign and the total sign face area.
- Location of sign on the subject property and distance from other signs (including abutting properties), property lines, parking areas, buildings and other structures.
- Elevations with full view of all sides of the sign and showing all dimensions including the height of the sign.
- Any additional information and materials describing the sign, as required.

File the application, all drawings and supporting material and the application fee with the Planning Department, 350 City Hall Square West, 2nd Floor, Suite 210.

A City of Windsor Planner will review the application and **MAY RETURN IT IF IT IS INCOMPLETE OR FEES UNPAID.**

Allow a minimum of six weeks for processing of the application.

APPLICATION FEE

$1070.00. Cheque payable to the Corporation of the City of Windsor. Trans Code #63012

Fee is subject to change. Confirm application fee prior to submission of application form.

CONTACT INFORMATION

Planning Department
350 City Hall Square W, Suite 320
Windsor ON N9A 6S1

Telephone: 519-255-6543
Fax: 519-255-6544
Email: planningdept@city.windsor.on.ca
Website: www.citywindsor.ca

SIGN BY-LAW AMENDMENT APPLICATION

1. APPLICANT: North Construction (c/o Angelo Lunetta)

Address: [redacted] Postal Code: [redacted]

Telephone: _____ Fax: _____

Email: [redacted]

2. AGENT: Zelinka Priamo Ltd. (c/o Connor Wright)

Address: 20 Maud Street, Suite 305, Toronto, ON Postal Code: M5V 2M5

Telephone: 226-979-03 36 Fax: _____

Email: connor.w@zpplan.com

3. DESCRIPTION OF SUBJECT PROPERTY

Municipal Address/Location: 2595 Dougall Avenue

Lot/Block and Plan Number: Part Lot 79, Concession 2

Assessment Roll No: _____

Existing use of land and buildings: Commercial

4. AUTHORIZATION SIGNATURES

Applicant: _____ Date: Oct 30/25

Print Name: North Construction (c/o Angelo Lunetta)

Agent: _____ Date: _____

Print Name: Zelinka Priamo Ltd. (c/o Connor Wright)

Registered Property Owner: _____ Date: Oct 30/25

Print Name: North Construction (c/o Angelo Lunetta)

DO NOT COMPLETE BELOW – DEPARTMENT USE ONLY

5. APPLICATION DETAILS

Fee Paid: $_____ Receipt No: _____ Date: _____

New SGN File No. SGN-_____ Previous SGN File No. SGN-_____

Other File Numbers: _____ Complete Application: YES ☐ Date: _____

SPC, SDN, PLC, Committee of Adjustment, etc.

Planning District: _____

SIGN BY-LAW AMENDMENT APPLICATION

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. The name and business address of the applicant and/or authorized agent is public information. Any other personal information collected will only be used for internal purposes. Questions about this collection can be made to Neil Robertson, Manager of Urban Design, Planning Department, 519-255-6543, ext. 6443.

Zelinka Priamo Ltd.
LAND USE PLANNERS

Sent via email

November 5, 2025

Planning Department
350 City Hall Square East
Second Floor, Suite 404
Windsor, ON
N9A 6S1

Dear Sir or Madam,

Re: Application for Sign By-law Amendment
North Construction
2595 Dougall Avenue
Windsor, ON
Our File: STA/WIN/21-01

Zelinka Priamo Ltd., on behalf of North Construction (the Owner and Applicant), is pleased to submit an Application for Sign By-law Amendment ("SBA") as it relates to the property municipally known as 2595 Dougall Avenue (the "subject lands"), further to previous discussions with City Staff.

The subject lands are located on the west side of Dougall Avenue, south of the intersection with Ouellete Place. The subject lands are a long linear rectangular shape and currently contain a service commercial use (take-out restaurant). The subject lands are within a Commercial District (zoned as CD2.1 per By-law 8600); situated along Dougall Avenue, between Eugenie Street West to the north, and West Grand Boulevard to the south; and are not within a Special District, as per Schedule C of the Sign By-law.

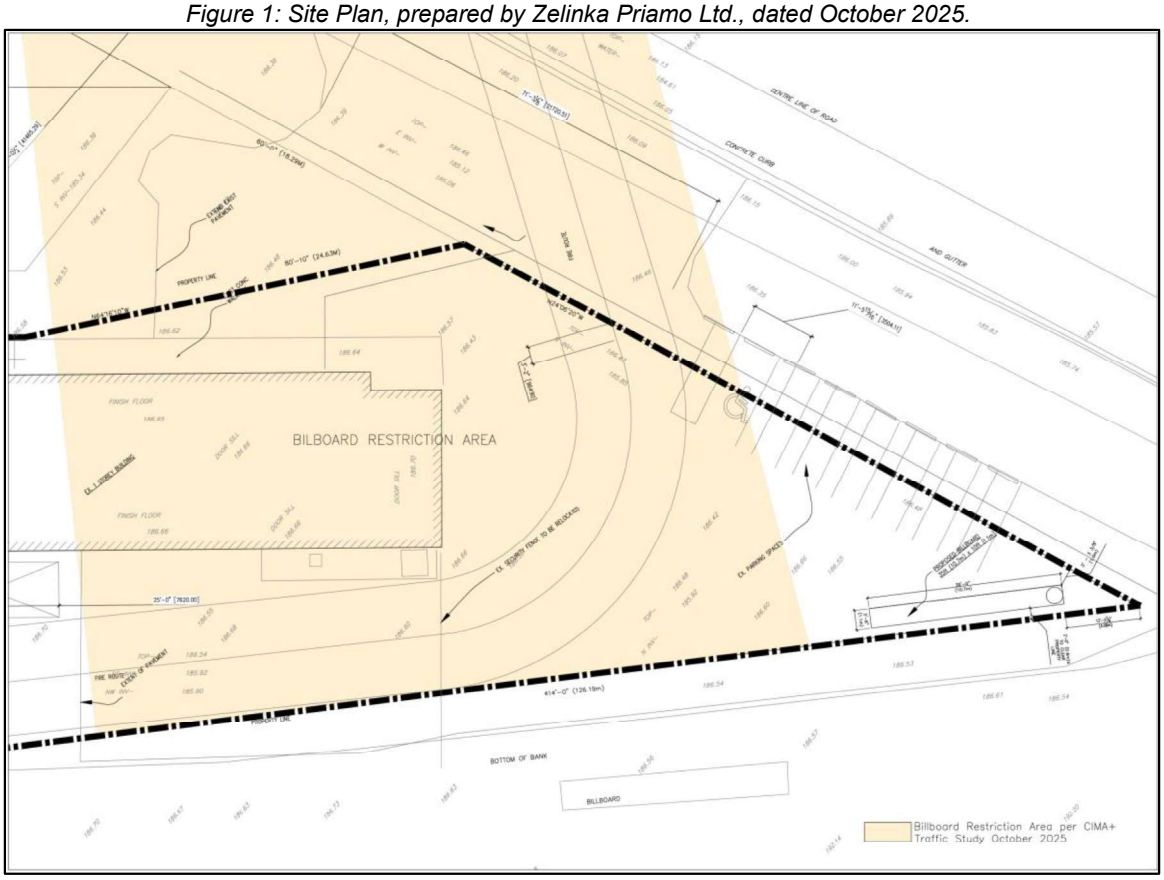
PROPOSAL

A Static Copy Poster Billboard Ground Sign is currently permitted on the subject lands, in accordance with the City of Windsor Sign By-law 250-2004 ("Sign By-law"). To this end, a Sign Permit for a Billboard Sign on the subject lands was applied for and issued by the City on June 19, 2020. This permit allows the single-sided Static Copy Poster Billboard Ground Sign with a sign face area of 37.2m^2, located at the south corner of the subject lands.

The purpose of this SBA Application is to apply for a change in sign type from the existing permitted sign. It is proposed that an Electronic Changing Copy Billboard Ground Sign replace the existing Static Copy Poster Billboard Ground Sign, with a similar location and size, although more specifically a reduced sign face area of 32.52 m^2, and a shifted location which better optimizes safety characteristics (further detailed in enclosed Traffic Study) [Figure 1].

318 Wellington Road, London, ON, N6C 4P4
TEL (519) 474-7137 FAX (519) 474-2284
Email: zp@zpplan.com

Figure 1: Site Plan, prepared by Zelinka Priamo Ltd., dated October 2025.



In summary, the proposal at hand can be aptly characterized as a requested change in sign type from Poster Billboard to Electronic Changing Copy.

PROPOSED VARIANCES

In order to facilitate the proposed sign conversion, variance from the Sign By-law is requested as follows:

1. **Section 6.3 (Table 6.3.1)**: To permit an Electronic Changing Copy Billboard within 110 metres after a Stop Line of an intersection where a posted speed limit is 60 km/hour.

Table 6.3.1 of the Sign By-law provides a matrix of permissible distances from a vehicular intersection for erecting an Electronic Changing Copy Billboard. As the posted speed limit for the relevant direction of travel is 60 km/hour (travelling southbound on Ouelette Place), the applicable minimum distance buffer is 110 metres [Figure 2].

Figure 2: Table 6.3.1 of the Sign By-law.

Table 6.3.1
Prohibited location for erecting ELECTRONIC CHANGING COPY BILLBOARDS

subsection	(a)	(b)	(c)	(d)
Table 6.3.1	**Posted Speed Limit (km/hour)**	**Distance before Stop Line (m)**	**Distance after Stop Line (m)***	**Lateral Offset Prohibited Location on both sides of street (m)****
	50 or less	65	90	16
	60	85	110	20
	70	110	125	23
	80 or more	140	130	26

*If a stop line is not present than the point for measurement will be prescribed by the City.
Lateral Offset measured from edge of curb or as prescribed by the City. **(added B/L 84-2019, June 17, 2019) (amended B/L 93-2024, May 27, 2024)

The proposed sign is approximately 106 metres away from this Stop Line, falling 4 metres short of the requirement. In support of this being an exceptionally minor and not practically meaningful shortcoming, a robust Traffic Study has been undertaken by CIMA+ to evaluate the safety of this configuration.

Based on technical analysis, the Traffic Study concludes that the sign's proximity to the intersection will not interfere with driver attention to traffic signals or decision-making at the intersection. With the location, characteristics, and frame duration recommended for the sign, it was found that there is not an increase to distraction or collision risk from the proposed modifications to the sign.

Based on the above, and the supporting technical analysis by CIMA+, it is our opinion that this variance is minor and warrants approval in this circumstance.

2. **Section 6.3.17.i**: To permit an Electronic Changing Copy Billboard within a 200-metre radius of any Poster Billboard.

Section 6.3.17.i of the Sign By-law prohibits Electronic Change Copy Billboards from being "erected within a 200.0 m radius of any Poster Billboard Sign that is a Ground Sign or Wall Sign" [Figure 3]. This same prohibition also applies to Poster Billboards.

Figure 3: Excerpt of Section 6.3 of the Sign By-law.

6.3.16	**Prohibitions for POSTER BILLBOARDS**	**No part of any POSTER BILLBOARD GROUND or WALL SIGN shall:** i. Be ERECTED within a 200.0 m radius of any type of BILLBOARD GROUND or WALL SIGN; or ii. Be ERECTED within 60.0 m of any RESIDENTIAL or SENSITIVE USE, where the SIGN STRUCTURE or the SIGN FACE will be directly visible from any point of a RESIDENTIAL or SENSITIVE USE in any BUILDING.
6.3.17	**Prohibitions for ELECTRONIC CHANGE COPY BILLBOARDS**	**No part of any ELECTRONIC CHANGING COPY SIGN, that is either a BILLBOARD GROUND or WALL SIGN, shall:** i. Be ERECTED within a 200.0 m radius of any POSTER BILLBOARD SIGN that is a GROUND SIGN or WALL SIGN; ii. Be ERECTED within a minimum distance of 500.0 m any other ELECTRONIC CHANGING COPY SIGN or DIGITAL SIGN, and provided that the two (2) SIGNS cannot be seen simultaneously in the same direction of travel; iii. Be ERECTED within 300.0m of any residential use or SENSITIVE USE, where the SIGN STRUCTURE or the SIGN FACE will be directly visible from any point of a residential use or SENSITIVE USE in any Building; or iv. Be ERECTED within a prohibited location at a controlled intersection, pedestrian crossing or railway crossing as identified in Section 6.3.2.

Based on our review, the proposed sign location has four (4) Poster Billboards within this 200.0 m radius, being distances of approximately 50 metres, 70 metres, 87 metres, and 184 metres from the proposed sign.

In our opinion, this is a technical and administrative variance. The current approved sign possesses virtually the identical separation distances as outlined above, and has been permitted expressly by the City via permit as of June 2020. The conversion of the sign type does not impact this condition, aside from slight +/- changes to the buffering distances as a result of the 9 m eastward shift of the sign. Furthermore, it is our opinion that the minor locational adjustments for the proposed Electronic Changing Copy Billboard Ground Sign does not create any unacceptable adverse impacts with respect to satisfying the intent of Section 6.3.17 of the Sign By-law.

3. **Section 6.3.7**: To permit a total sign face area greater than 22.0 m^2.

Section 6.3.7 of the Sign By-law provides the maximum total sign face area for to be 22.0 m^2 per sign face [Figure 4].

Figure 4: Excerpt of Section 6.3 of the Sign By-law.

6.3.7	**Maximum Total Sign Face Area**	22.0 m^2 per SIGN FACE

The proposed sign is 32.52 m^2 in face area, which is a reduction from the existing approved sign face area of 37.2 m^2.

As the proposed sign conversion reduces the area of the sign, bringing the sign to a state of greater compliance with the Sign By-law, it is our opinion that this variance should be granted, as the proposal is closer to the intent of the Sign By-law.

4. **Section 6.3.14**: To permit a Billboard Ground Sign within 3.0 m of the Public Road Allowance and within 3.0 m of the Side Lot Line.

Section 6.3.14 of the Sign By-law provides minimum setback requirements for Billboard Ground Signs [Figure 5].

Figure 5: Excerpt of Section 6.3 of the Sign By-law.

6.3.14	**Sign Restrictions**	**a) No part of any BILLBOARD GROUND or WALL SIGN shall:** i. Be ERECTED within 6.0 m of the intersection of a DRIVEWAY, ALLEY or ACCESS LANE with any PUBLIC ROAD ALLOWANCE; ii. Be ERECTED 30.0 m of any FIRST PARTY ADVERTISING GROUND or WALL SIGN erected on the same LOT or on an abutting LOT; or iii. Be ERECTED on a LOT with a STREET FRONTAGE of less than 30.0 m. **b) No part of any BILLBOARD GROUND SIGN shall:** i. Be ERECTED within 3.0 m of the PUBLIC ROAD ALLOWANCE; ii. Be ERECTED within 3.0 m of a SIDE LOT LINE; iii. Be ERECTED within 6.0 m of a REAR LOT LINE; iv. Be ERECTED less than 2.4 m above GRADE; or v. BE ERECTED within a DAYLIGHT CORNER. **c) No part of any BILLBOARD WALL SIGN shall:** i. Be ERECTED on the primary BUILDING FAÇADE of a BUILDING or STRUCTURE; or ii. Be ERECTED on the first floor of any BUILDING.

The intent of these setback provisions is to ensure that there are no adverse effects to neighbouring and/or City properties, by allowing for appropriate buffering of space where necessary. In this case, relief from the minimum setbacks for front and side lot lines is appropriate for the following reasons.

Firstly, as depicted on the Site Plan prepared by Zelinka Priamo Ltd., and detailed in the Traffic Study prepared by CIMA+, the proposed sign is strategically positioned further east, to maximize clearance from the “billboard restriction area”. While it is indeed possible for the proposed sign to meet both the minimum 3.0 m front yard setback and remain outside of the “billboard restriction area”, increasing the separation is preferred as a conservative/cautious approach. In this case, it is possible to reduce the front yard setback to 1.0 m without resulting in adverse impacts to the public road allowance, on account of the large gap between the road and the property line. Due to the unique geometry of the road allowance and property fabric, there is a large approximately 11 m distance from the curb to the property line, resulting in a 12 m setback from the sign to the road. Therefore,

while technically within 3.0 metres of the road "allowance", the proposed sign is approximately 4 times this required distance from the road, despite the required variance.

Secondly, with regard to the side yard setback, there is no adverse impact anticipated on account of the following reasons:

- The existing sign is closer to the side lot line than the proposed sign;
- The lands to the southwest are a rail corridor and thus not a sensitive use;
- There is a substantial vegetative buffer that prevents visibility of the sign from the southwest;
- It is preferable to locate the proposed sign as close to the side lot line as possible to maximize distance from the intersection (see variance 1), as well as minimize impact to the other functions of the subject lands.

DISCUSSION

The proposed SBA seeks to permit the replacement of a City-approved Static Copy Poster Billboard Ground Sign with an Electronic Changing Copy Billboard Ground Sign on the subject lands. The proposed Electronic Changing Copy sign will occupy a similar location and orientation to the existing permitted sign, with a modest eastward shift to optimize visibility and safety in accordance with the recommendations of the supporting traffic analysis prepared by CIMA+ (October 2025). The proposed sign face area will be reduced from 37.2 m² to 32.52 m², further bringing the installation into greater compliance with the Sign By-law's intent.

In support of the requested variances, a comprehensive Traffic Study was completed by CIMA+, assessing the proposed sign against the provisions of the Sign By-law, and the Transportation Association of Canada's (TAC) Digital and Projected Advertising Displays (DPAD) Guidelines. The study concluded that, with appropriate sign characteristics such as brightness limits, frame duration, and transition controls the proposed electronic billboard would perform comparably to the static billboard currently permitted, with no measurable increase in driver distraction or collision risk.

From a planning perspective, the requested variances are technical in nature and do not introduce unprecedented forms of signage or materially alter the visual environment along Dougall Avenue. Rather, the proposed SBA represents a modernization of the existing sign within an established commercial corridor characterized by similar billboard installations.

The requested variance to the 110-metre minimum setback from a signalized intersection is minor, amounting to only a 4-metre (3.6%) shortfall. The CIMA+ analysis demonstrates that this location lies outside of the driver's critical decision zone and does not interfere with visibility of traffic signals or driver sightlines. The report further concludes that the City's fixed-distance buffer is more restrictive than the Transportation Association of Canada standardized guidelines, which are based on comprehensive literature review and analysis of road safety engineering principles. Accordingly, approval of the variance is consistent with sound engineering judgment.

The additional variances pertaining to billboard separation and sign face area are administrative refinements. The location and size of the approved static billboard relative to nearby poster billboards has been deemed appropriate by the City through recent approvals. The proposed electronic conversion does not exacerbate these conditions as

has been demonstrated by the technical analysis. Further, the reduced sign face area improves compliance with the Sign By-law by bringing the total sign face area substantially closer to current Sign By-law requirements.

The proposed reductions to minimum setbacks are logical and improve the condition of the proposal than if the setbacks were rigidly adhered to, as described in more detail above in this letter.

In summary, the proposal maintains the overall scale, character, and function of the approved sign while incorporating modern display technology in a controlled and safe manner. The accompanying Traffic Study provides clear evidence that the proposed location and design will not adversely affect driver behavior or the operation of the adjacent intersection. The variances are minor, consistent with the intent of the Sign By-law, and supported by accepted transportation engineering practice.

Accordingly, it is our opinion that the requested amendments are appropriate, desirable, and represent good planning.

SUBMISSION MATERIALS

In addition to this cover letter, please find enclosed the following materials in support of the application:

- Completed Application Form;
- Required Application via by cheque in the amount of $1,070.00, made payable to the "Corporation of the City of Windsor" (note: original cheque will be sent under separate cover);
- Traffic Study, prepared by CIMA+, dated October 2025;
- Site Plan, prepared by Zelinka Priamo Ltd., dated October 2025;
    - 'Zoomed' version also provided for clarity.
- Structural Sign Drawing;
- Plan of Survey, prepared by Clarke Surveyors, dated April 25, 2018;
- Approved permit for the existing Billboard Sign, dated June 19, 2020.

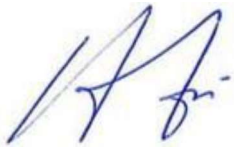
We trust that the enclosed information is complete and satisfactory and look forward to a timely approval process.

If we can be of any assistance, please do not hesitate to contact the undersigned.

Yours very truly,

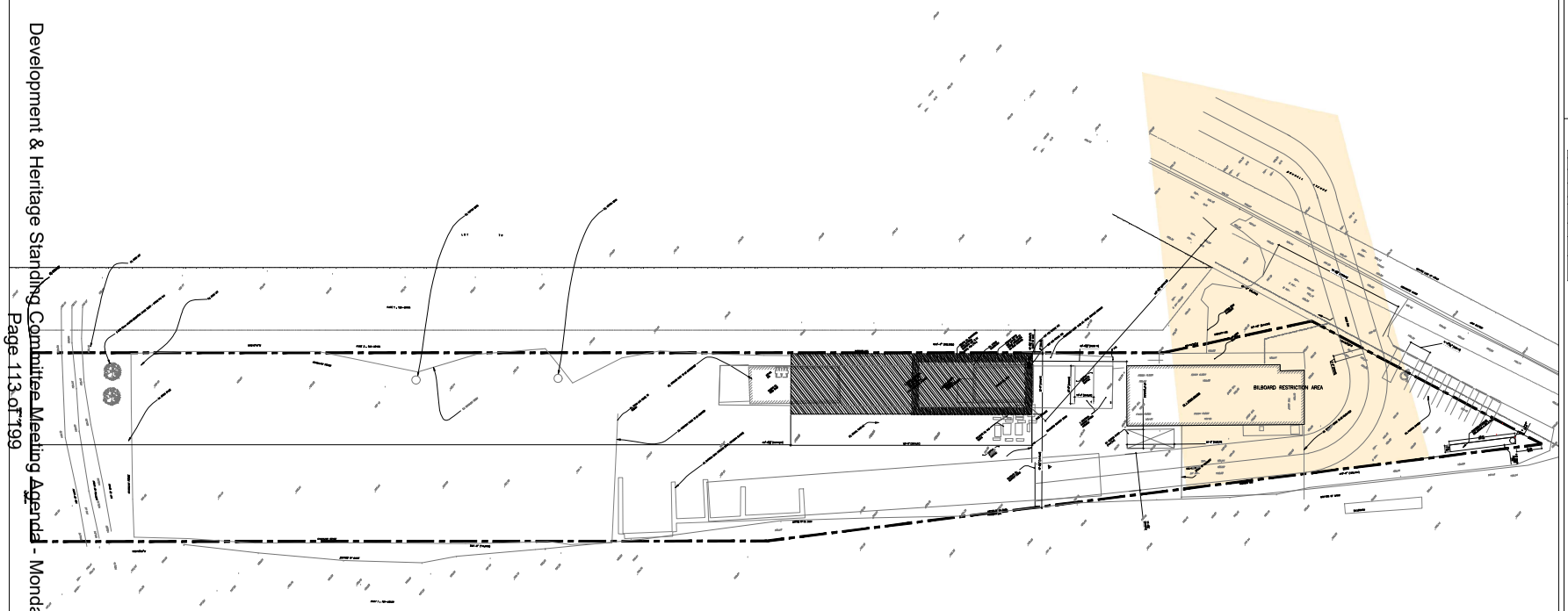
ZELINKA PRIAMO LTD.

Connor Wright, MCIP, RPP
Intermediate Planner



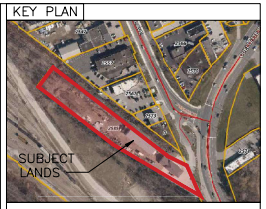
Harry Froussios, BA, MCIP, RPP
Principal Planner

cc. North Construction
Target Outdoor



Billboard Restriction Area per CIMA+ Traffic Study October 2025

KEY PLAN



SITE PLAN

OF

2595 DOUGALL AVENUE, WINDSOR

WINDSOR, ONTARIO
WINDSOR–ESSEX REGION

SITE STATS

Section #	Regulation (Sign By-Law)	Required	Provided
N/A	Lot Area	N/A	6,333 m²
6.3.1.4	Lot Frontage 30.0 m	30.0 m	42.1 m
N/A	Sign Dimensions	N/A	35ft (10.7m) x 10ft (3.0m)
6.3.7	Sign Face Area (Maximum)	22.0 sqm.	32.52m²=350.07ft²
6.3.6	Sign Height (Maximum)	9.0 m	9.0 m
6.3.1.4	Setback to PUBLIC Road Allowance (Minimum)	3.0 m	1.0 m
6.3.1.4	Setback to Side Lot Line (Minimum)	3.0 m	8.6 m
6.3.1.6 & 6.3.17	Separation distance to another Billboard Sign (Minimum)	200 m	Approx. 50m, 70m, 87m, & 184m
Table 6.3.1	Distance after stop line where posted speed limit is 60 km/h (Minimum)	110 m	306 m

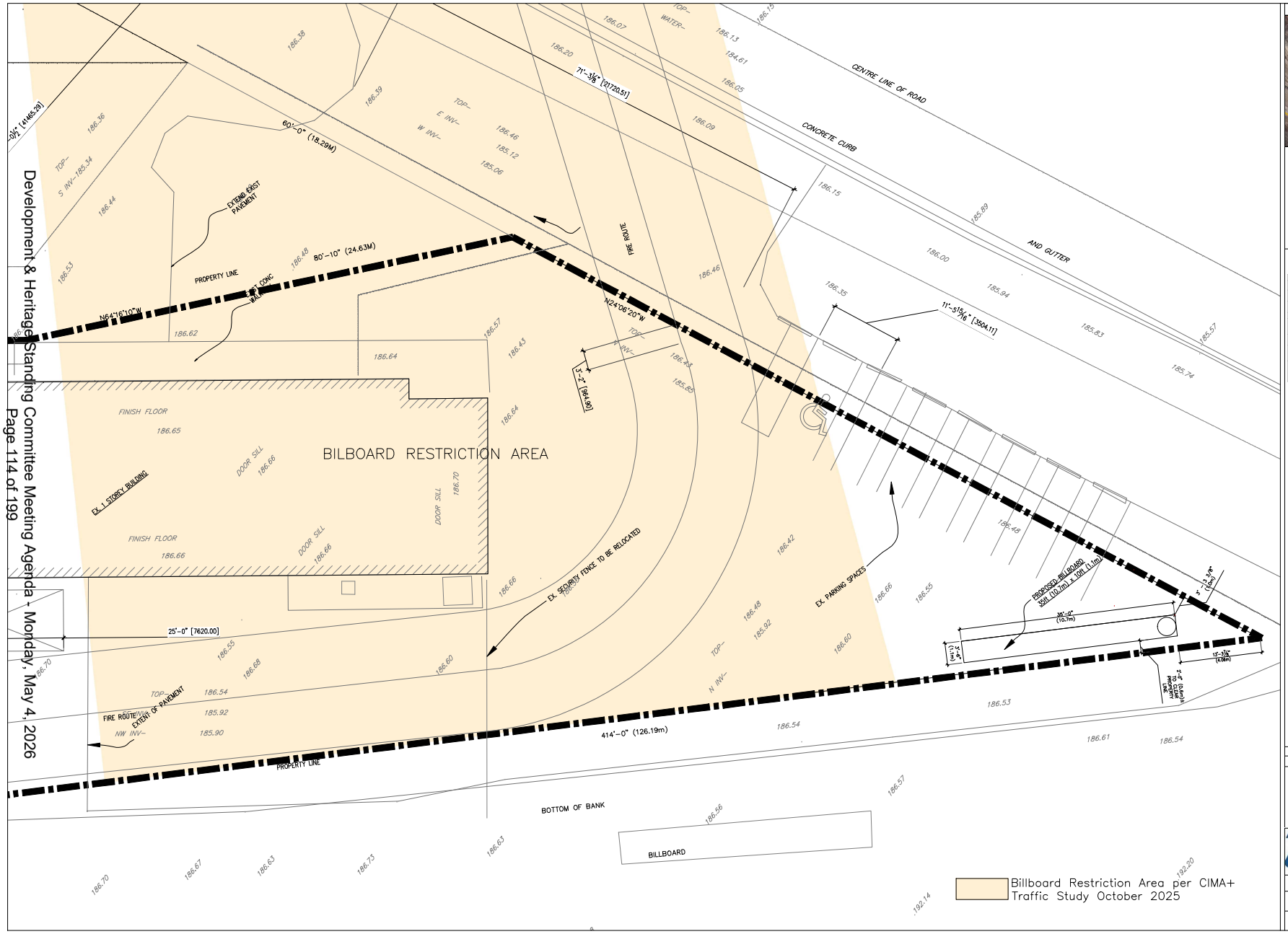
NO.	REVISION	DATE	INITIAL

LONDON PROPERTY CORP.

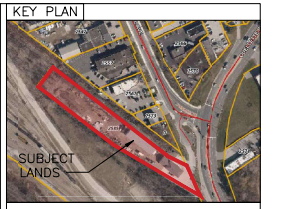
2595 DOUGALL AVENUE, WINDSOR

Zelinka Priamo Ltd.
LAND USE PLANNERS
318 Wellington Road, London, Ontario N6C 4P4
Tel: (519) 474-7137 Fax: (519) 474-2264 email: zp@zpplan.com

DRAWN BY	PROJECT NO.
LGS	STA/WIN/21-01
DATE	SCALE
OCT 2025	N.T.S.



KEY PLAN



SITE PLAN

OF

2595 DOUGALL AVENUE, WINDSOR

WINDSOR, ONTARIO
WINDSOR–ESSEX REGION

SITE STATS

Section #	Regulation (Sign By-Law)	Required	Provided
N/A	Lot Area	N/A	6,333 m²
6.3.1.4	Lot Frontage 35.0 m	35.0 m	42.1 m
N/A	Sign Dimensions	N/A	30ft (10.7m) x 10ft (1.1m)
6.3.7	Sign Face Area (Maximum)	22.0 sqm.	32.52m²+350.02ft²
6.3.6	Sign Height (Maximum)	9.0 m	9.0 m
6.3.1.4	Setback to Public Road Allowance (Minimum)	3.0 m	1.0 m
6.3.1.4	Setback to Side Lot Line (Minimum)	3.0 m	5.6 m
6.3.1.6 & 6.3.17	Separation distance to another Billboard Sign (Minimum)	200 m	Approx. 50m, 70m, 87m, & 184m
Table 6.31	Distance after stop line where posted speed limit is 60 km/h (Minimum)	110 m	106 m

NO.	REVISION	DATE	INITIAL

LONDON PROPERTY CORP.

2595 DOUGALL AVENUE, WINDSOR

Zelinka Priamo Ltd.
LAND USE PLANNERS
318 Wellington Road, London, Ontario N6C 4P4
Tel: (519) 474-7137 Fax: (519) 474-2264 email: zp@zpplan.com

DRAWN BY	PROJECT NO.
LGS	STA/WIN/21-01
DATE	SCALE
OCT 2025	N.T.S.

GENERAL NOTES:

1. ALL STRUCTURAL STEEL ROLLED SECTIONS AND PLATES SHALL BE M300W STEEL AND COMPLY WITH THE REQUIREMENTS OF CSA SPECIFICATIONS CAN3-G40.21
2. STRUCTURAL HOLLOW STEEL SECTIONS SHALL COMPLY WITH THE REQUIREMENTS OF CSA SPECIFICATION G40.21 GRADE M350W; JUMBO HSS'S TO MEET ASTM A500 GRADE 'C'
3. ALL STRUCTURAL BOLTS, NUTS AND WASHERS USED IN CONNECTIONS, SHALL BE HIGH STRENGTH TO ASTM STANDARD A325 AND SHALL BE TORQUED IN ACCORDANCE WITH TABLE 12 OF CSA SPECIFICATION S16.
4. ALL WELDS AND WELDING SHALL COMPLY WITH THE REQUIREMENTS OF CSA SPECIFICATION W59. USE E480XX ELECTRODES.
5. WHERE MEMBERS ARE WELDED TOGETHER THE WELDS SHALL DEVELOP THE FULL CAPACITY OF THE MEMBERS IN BENDING AND SHEAR.
6. ANCHOR BOLTS, AND BOLTS THROUGH MASONRY SHALL COMPLY WITH THE REQUIREMENTS OF ASTM STANDARD A307. NUTS, BOLTS, RODS & WASHERS TO BE GALVANIZED.
7. ENSURE THAT MASONRY AT ANCHOR POINTS IS IN GOOD CONDITION. MAKE GOOD AS REQUIRED TO ENSURE ADEQUATE LOAD TRANSFER.
8. DESIGN WIND PRESSURE IS BASED ON NBC SUPPLMENT

   Fn= Cf q Cg Ce h l
   = 1.17 X 0.54 X 2.5 X 1.0 X 3.05 X 10.67
   = 51.39 KN (UNFACTORED)

9. WHERE BASE PLATES BEAR ON EXISTING ROOF OR PARAPET, FLASH AS NECESSARY TO PROVIDE WATERPROOF SEAL (NON-STRUCTURAL) BY OTHERS
10. DETAILS OF EXISTING BUILDING AND EXISTING CONDITIONS AS PROVIDED BY CBS OUTDOOR INC.
11. ALL STEEL IS TO BE COATED WITH TWO COATS OF OXIDE PRIMER AND TWO COATS CHOCOLATE BROWN OUTDOOR ALKYD PAINT.
12. THE DESIGN ENGINEER (SEAN HART, P. ENG., C: 416-209-8098) IS TO BE NOTIFIED IN WRITING (F:416-413-1343) 48 HOURS PRIOR TO COMMENCING CONSTRUCTION TO VERIFY DESIGN ASSUMPTIONS, OR ELSE THE ENGINEER WILL NOT BE RESPONSIBLE FOR ANY ASPECT OF THE CONSTRUCTION. THE NOTIFICATION IS TO INCLUDE THE STREET ADDRESS, MUNICIPALITY, KEY PLAN, SIZE AND HEIGHT OF POSTER PANEL STRUCTURE.
13. ALL HOLLOW SECTIONS, COLUMNS, ETC. THAT ARE CLOSED AT THE ENDS ARE TO HAVE MINIMUM (2) 1/4" DIA. WEEP HOLES AT THE UNDERSIDE OR TOP AND BOTTOM.
14. ALL STRUCTURAL BOLTS, NUTS AND WASHERS USED IN CONNECTIONS SHALL BE HIGH STRENGTH TO ASTM STANDARDS AND SHALL BE PRE-TENSIONED IN ACCORDANCE WITH TABLE 7 OF CSA SPECIFICATION S16 AS FOLLOWS:

BOLT DIAMETER	MINIMUM BOLT TENSION KN & (KIPS) A325	A490	HOLE SIZE
1/2"	53 (11.93)	67 (15.07)	5/8"
5/8"	85 (19.13)	107 (24.07)	3/4"
3/4"	125 (28.13)	157 (35.32)	7/8"
7/8"	174 (39.15)	218 (49.05)	1"
1"	227 (51.08)	285 (64.12)	1 1/8"
1 1/8"	249 (56.02)	356 (80.10)	1 1/4"
1 1/4"	316 (71.10)	454 (102.15)	1 3/8"
1 3/8"	378 (85.05)	538 (121.05)	1 1/2"
1 1/2"	458 (103.05)	656 (148.05)	1 5/8"

15. ALL BOLTS ARE TO BE INSTALLED BY "DIRECT TENSION INDICATOR" METHOD, IN ACCORDANCE WITH CAN/CSA S16.1.
16. USE GLID GUARD EPOXY SELF-PRIMING MASTIC No.5256/5257 (OR APPROVED EQUAL) TO 12" ABOVE AND BELOW TOP OF GRADE ON STRUCTURAL STEEL.
17. USE No.11 PRODUCT REDUCED WITH 50% SOLVENT No.5568 ON TOP OF CONCRETE CAISSONS.
18. PROVIDE MINIMUM 2% SLOPE AWAY FROM BASE PLATE/CAISSON JUNCTURE.
19. ALL CONCRETE IS TO BE EXPOSURE CLASS S-1 AND IS TO HAVE A COMPRESSIVE STRENGTH OF 35 MPa AT 56 DAYS. USE 4% TO 7% AIR ENTRAINMENT. MAXIMUM AGGREGATE SIZE IS TO BE 3/4" (19mm). CURE CONCRETE FOR 7 DAYS AT MIN. 10° C. WATER CEMENT RATIO = 0.40 ETC.
20. FOOTINGS ARE DESIGNED FOR A FIRM, NON-CAVING CLAY OR SANDY CLAY.
21. TOP 6" OVER FOOTING IS TO BE COMPRISED OF FREE DRAINING GRANULAR FILL. (IF TOP OF FOOTING IS TO BE COVERED)
22. ALL CONTACT SURFACES OF BOLTED PARTS ARE TO HAVE MILL SCALE THOROUGHLY CLEANED OR ELSE BLAST CLEAN WITH A CLASS "A" COATING APPLIED AS PER CAN/CSA -.S16.1.
23. A BUILDING PERMIT IS TO BE OBTAINED PRIOR TO COMMENCING ANY CONSTRUCTION.
24. THE CONTRACTOR IS TO PROTECT ADJACENT PROPERTIES AND VERIFY ALL UTILITY LOCATIONS PRIOR TO INSTALLING FOUNDATIONS.
25. THE CONTRACTOR IS 100% RESPONSIBLE FOR MAINTAINING SAFETY ON SITE DURING CONSTRUCTION PER MINISTRY OF LABOUR AND CBS STANDARDS.
26. MUNICIPAL BY-LAW COMPLIANCE IS BY OTHERS THAN S.P.HART & ASSOCIATES LTD. AND SEAN HART, P. ENG.
27. CONFIRM LED MANUFACTURER WITH ENGINEER AND OBTAIN WRITTEN PERMISSION TO PROCEED WITH MANUFACTURING OF STRUCTURAL STEEL PRIOR TO COMMENCING WITH FABRICATION.

SCHEDULE 1.1

OVERALL HEIGHT	DEPTH OF CAISSON	REINFORCING STEEL		COLUMN SIZE	GUSSET PLATES
		VERT. RE-BARS	NO. OF TIES		
29'-6"	17'-0"	16-25M	13-15M	RHS 24" DIAM. x 1/2" COLUMN	1/2"x2"x12"

GENERAL NOTES

ALL DRAWINGS AND STRUCTURAL INFORMATION ARE THE PROPERTY OF THE ENGINEER.

DO NOT SCALE DRAWINGS.

ALL DIMENSIONS AND SITE CONDITIONS TO BE CHECKED AND VERIFIED ON SITE BY THE CONTRACTOR BEFORE COMMENCING ANY WORK. INFORM ENGINEER OF ANY DISCREPANCIES IN WRITING AND OBTAIN WRITTEN APPROVAL FROM THE ENGINEER BEFORE PROCEEDING.

ALL CONSTRUCTION TO BE CARRIED OUT IN ACCORDANCE WITH ALL LOCAL CODES AND AUTHORITIES HAVING JURISDICTION.

DRAWING MUST HAVE LOCATION AND ENG. NO. FILLED IN TO BE VALID.

NO.	DATE	BY	DESCRIPTION
1	MAR./18		ISSUED FOR BLDG. PERMIT

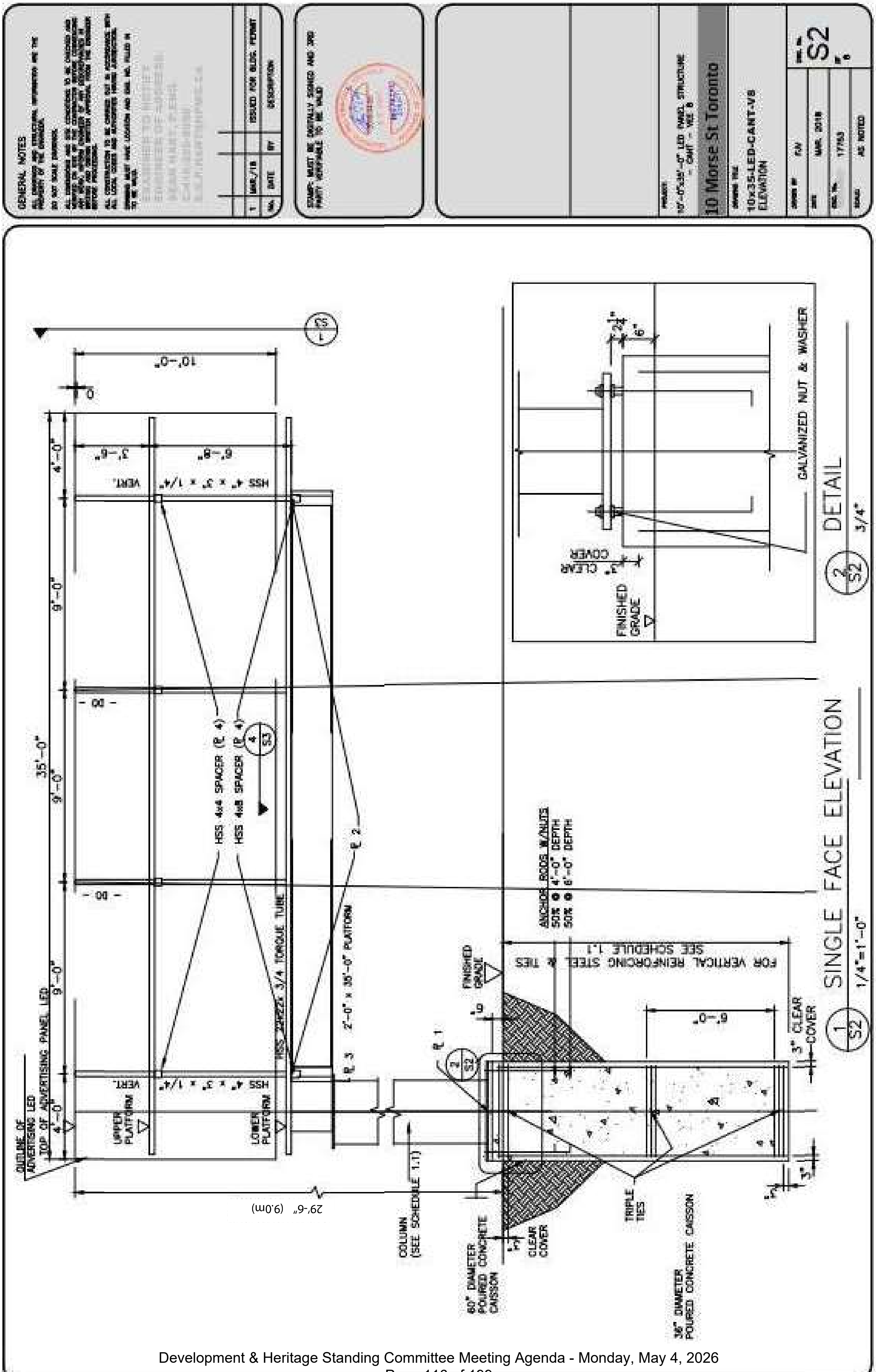
STAMP: MUST BE DIGITALLY SIGNED AND 3RD PARTY VERIFIABLE TO BE VALID

PROJECT:
10'-0"x35'-0" LED PANEL STRUCTURE
- CANT - VEE 8

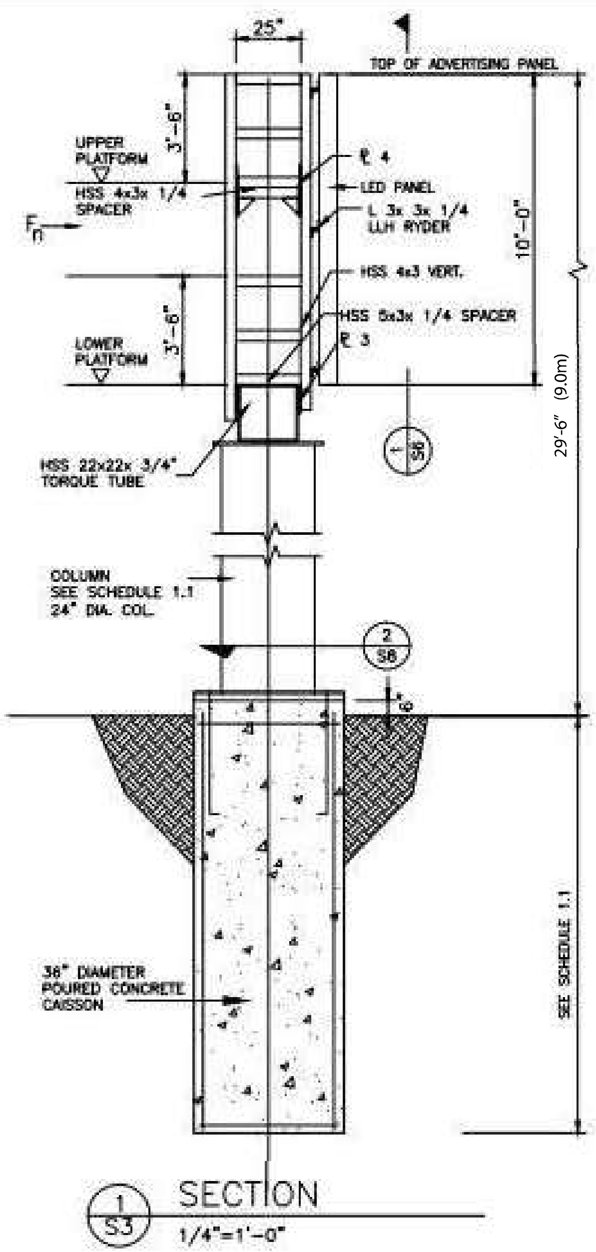
10 Morse St Toronto

DRAWING TITLE
10x35-LED-CANT-V8
NOTES AND SCHEDULES

DRAWN BY	F.V	DWG. NO. S1
DATE	MAR. 2018	
ENG. NO.	17753	OF 8
SCALE	AS NOTED	



GENERAL NOTES
ISSUED FOR BLDG. PERMIT
10 Morse St Toronto
10x35-LED-CANT-V8
ELEVATION
S2
SINGLE FACE ELEVATION
1/4"=1'-0"
DETAIL
3/4"
GALVANIZED NUT & WASHER
FINISHED GRADE
3" CLEAR COVER
35'-0"
10'-0"
9'-0"
4'-0"
3'-6"
6'-8"
HSS 4" x 3" x 1/4" VERT.
HSS 4x4 SPACER (℄ 4)
HSS 4x8 SPACER (℄ 4)
2'-0" x 35'-0" PLATFORM
OUTLINE OF ADVERTISING LED
TOP OF ADVERTISING PANEL LED
UPPER PLATFORM
LOWER PLATFORM
ANCHOR RODS W/NUTS
50% @ 4'-0" DEPTH
50% @ 6'-0" DEPTH
FOR VERTICAL REINFORCING STEEL & TIES SEE SCHEDULE 1.1
6'-0"
COLUMN (SEE SCHEDULE 1.1)
60" DIAMETER POURED CONCRETE CAISSON
36" DIAMETER POURED CONCRETE CAISSON
TRIPLE TIES
29'-6" (9.0m)



1 / S3 SECTION
1/4"=1'-0"

SEE DETAIL 6/S4

GENERAL NOTES

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DO NOT SCALE DRAWINGS.

ALL DIMENSIONS AND SITE CONDITIONS TO BE CHECKED AND VERIFIED ON SITE BY THE CONTRACTOR BEFORE COMMENCING ANY WORK. INFORM ENGINEER OF ANY DISCREPANCIES IN WRITING AND OBTAIN WRITTEN APPROVAL FROM THE ENGINEER BEFORE PROCEEDING.

ALL CONSTRUCTION TO BE CARRIED OUT IN ACCORDANCE WITH ALL LOCAL CODES AND AUTHORITIES HAVING JURISDICTION.

DRAWING MUST HAVE LOCATION AND DWG. NO. FILLED IN TO BE VALID.

No.	DATE	BY	DESCRIPTION
1	MAR./18		ISSUED FOR BLDG. PERMIT

STAMP: MUST BE DIGITALLY SIGNED AND 3RD PARTY VERIFIABLE TO BE VALID

PROJECT:
10'-0"x35'-0" LED PANEL STRUCTURE – CANT – VEE 8

10 Morse St Toronto

DRAWING TITLE
10x35-LED-CANT-V8
ELEVATION

DRAWN BY	FJV	DWG. No. S3
DATE	MAR. 2018	
DWG. No.	17753	OF 8
SCALE	AS NOTED	

Appendix C – Review of Traffic Study by Manager of Transportation Planning & Design and Response Comment Matrix by CIMA+

Target Outdoor / Angello Lunnetta (Property Owner)

Traffic Study for Billboard Installation at 2595 DOUGALL Avenue in Windsor

Final Report

October 2025

Z0032748

SUBMITTED BY CIMA CANADA INC.
400–3027 Harvester Road
Burlington, ON, L7N 3G7
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CONTACT
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PREPARED BY: **Sheetal Thukral, P.Eng., M.Eng., RSP$_1$**

Soroush Salek

Soroush Salek, Ph.D., P.Eng., RSP$_1$

CIMA+
400 – 3027 Harvester Road
Burlington, ON. L7N 3G7

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1. Introduction

CIMA+ was retained by Target Outdoor to prepare a traffic safety report for the location of a proposed advertising sign with “electronic” copy, hereinafter referred to as electronic billboard[1]. The location is at the 2595 Dougall Avenue property in the City of Windsor (the City), Ontario. The size of the proposed sign is 10 ft x 35 ft. The City has granted permission to erect a 10 ft x 40 ft Billboard ground sign with “static” copy with illumination, hereinafter referred to as static billboard. The overall height of the permitted sign above ground level as per Sign Permit issued by the City is 9.0 m. The owner of the property, Angello Lunnetta, along with Target Outdoor is looking to convert the permitted static billboard to electronic billboard, for which a traffic safety report is required for submission to the City. The City is concerned for the proposed location of the electronic billboard with respect to a nearby traffic signal installed at the intersection of Ouellette Place and Dougall Avenue.

It is recognized that billboards of any type (static or electronic) provide a type of information at the roadside that is non-essential for the driving task representing a source of distraction to drivers, there may be a subsequent increase to risk of collisions. An ideal approach to permit a billboard on a location is to ensure that the risk would not exceed a given threshold (e.g., a risk that is already accepted at a location) or the increase remains as low as reasonably practical. Electronic billboards differ from static advertising signs in terms of their brightness and ability to display content dynamically. By controlling certain characteristics of electronic billboards, they can be made to emulate static advertising signs and therefore result in a similar distracting and road safety effect as static advertisements. These characteristics include brightness, frame duration, message sequencing, text scrolling, animation, transition time and effects, sign spacing and density, and proximity to certain traffic control devices such as traffic signals. The use of static advertising signs is generally accepted by jurisdictions subject to jurisdictional sign by-laws. The distracting effects of billboards can vary based on the surrounding environment. However, the safety implications of billboards are not quantitatively explored in the available literature. Therefore, the associated collision risks can be only qualitatively evaluated.

This report presents our unbiased opinion with respect to the expected safety implications of the proposed electronic billboard as compared to that of the approved static billboard with respect to its proximity to the traffic signal. The report also presents our recommendations on how the distracting effects of the proposed electronic billboard can be minimized. Our review assumes that the impact of all existing static billboards present on the property will remain unchanged regardless of the status of the new billboard (i.e., electronic, or static).

2. Study Area

The proposed location of the subject billboard is situated at the 2595 Dougall Avenue property in Windsor, Ontario. This property is located approximately 60 m south of the intersection of Dougall Avenue and Ouellette Place, which is a signalized intersection with a pedestrian crosswalk on the west approach. The intersection is located near the beginning of a horizontal curve in the southbound direction providing transition between tangent sections at Ouellette Place and Dougall Avenue. The subject property is located just before the end of the curve in the southbound direction. The north approach of the intersection for the most part is a tangent

[1] The terms electronic billboard and digital billboards are interchangeably used in this document

with a slight curvature near the southbound stop line of the intersection. The south approach is essentially at a curvature. The proposed electronic billboard location is at approximately 106 m south of the southbound stop line of the intersection. The Ouellette Place is posted at a speed of 60 km/h.

A map of the study area with the proposed location of the billboard is included in **Figure 1**.

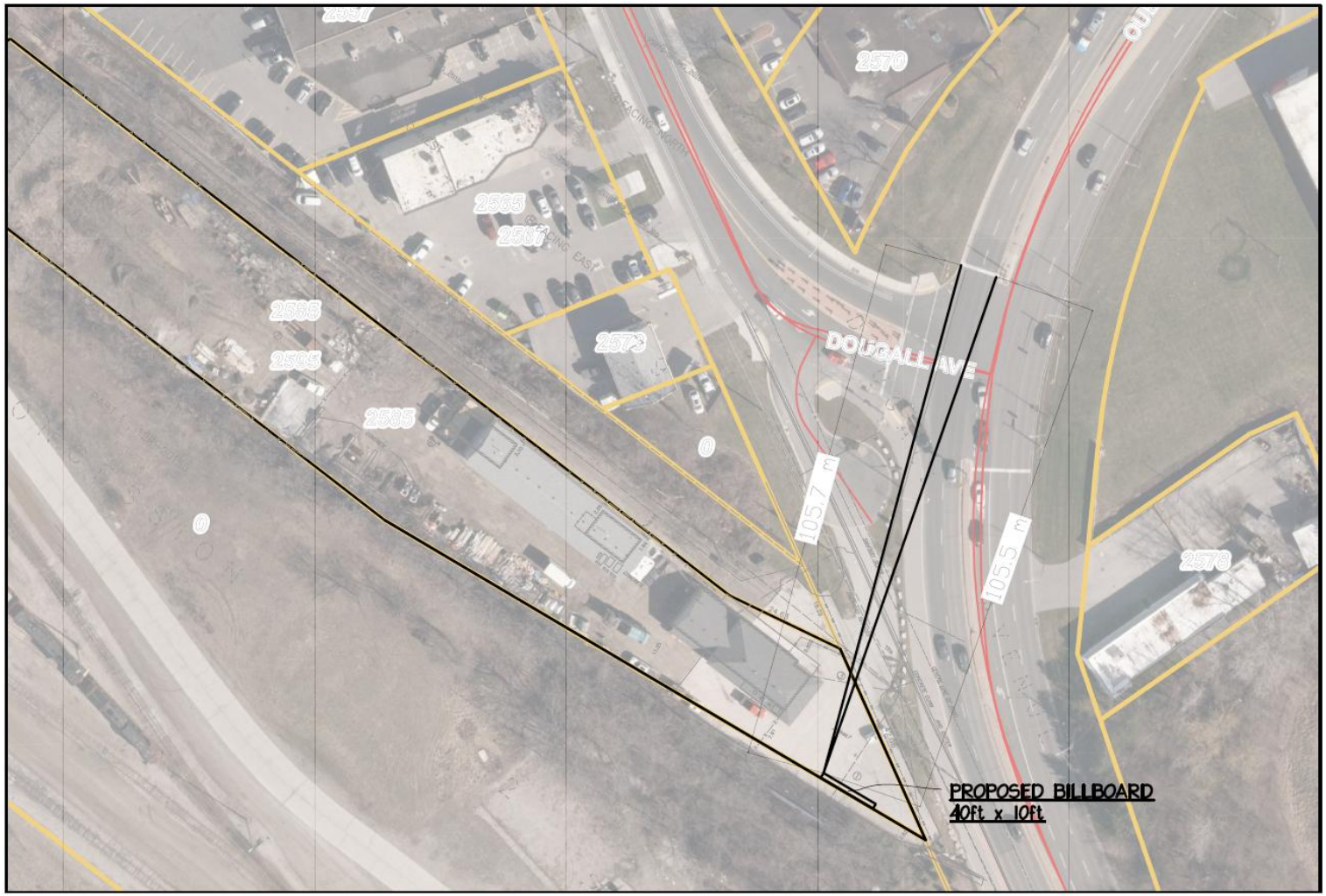


Figure 1: Map of the Study Area

3. Review of Background Information

3.1. Review of City of Windsor By-Law

The City of Windsor Sign By-law Table 6.3.1 (Sign By-Law 250-2004 amendment 93-2024) prescribes the distances before and after stop line for prohibiting a location for erecting electronic billboards in the vicinity of traffic signals. The distance requirements are based on the posted speed of the street towards which the billboard is facing. The subject electronic billboard will be facing the southbound stop line on Ouellette Place, which is posted at 60 km/h. Based on 60 km/h, the billboard cannot be erected 85 m before and 110 m after the stop line. As the proposed location is after the southbound stop line, the 110 m distance requirement applies. The proposed location is approximately 106 m after the stop line. Therefore, the location does not meet the strict requirements of the Sign Bylaw. However, the variance is very minimal.

The City of Windsor Subsection 6.3.17.ii (Sign By-Law 250-2004 amendment 93-2024) prescribes that no part of any electronic changing copy sign, that is either a billboard ground or wall sign shall be erected within a minimum distance of 500 m of any other electronic changing copy sign or digital sign, and provided that the two signs cannot be seen simultaneously in the same direction of travel.

The proposed electronic sign at 2595 Dougall Avenue would be located approximately 300 metres from an existing double-sided sign installation at 130 Ouellette Place. The north-oriented sign face is a poster billboard sign, and the south-oriented sign face is an electronic changing copy sign, as indicted by Target Outdoor.

As the sign face oriented in the same direction of travel as the proposed electronic sign is not electronic changing copy or digital display, the installation of the proposed sign at 2595 Dougall Avenue would not conflict with Subsection 6.3.17.ii of the City of Windsor Sign By-law.

3.2. Review of Traffic Volumes

CIMA+ reviewed the Turning Movement Count (TMC) dated November 25, 2020, obtained from the City (07:00-10:00, 11:00-14:00, 15:00-18:00). During this period, there were no COVID restrictions in place, so the counts can be considered as a true representation of a normal condition. The purpose of this review was to identify the number of vulnerable road users at the intersection. There were only 4 pedestrians during this period, 2 at the west approach, and 2 at the south approach.

3.3. Review of Signal Timing Information

CIMA+ reviewed the provided signal timing information at the intersection of Dougall Avenue and Ouellette Place. The purpose of this review was to understand the duration of various intervals to assess any interference with the dwell time (frame duration of the electronic billboard) of the proposed electronic billboard. Frame duration is the length of time that a single static message is displayed on an electronic board. The ability to display multiple messages make electronic billboards different than static billboards. More information is provided in a subsequent section. The time intervals for the traffic signal are included in **Table 1**.

Table 1: Traffic Signal Intervals

Interval Type	Duration (Seconds)
Maximum Cycle Length	112
Walk Time	10
Pedestrian Clearance Time	16
Yellow Time	4
All Red	1
Maximum Green Time	30

4. Review of DPAD Guidelines

The publication by Transportation Association of Canada (TAC), Digital and Projected Advertising Displays: Regulatory and Road Safety Assessment Guidelines[2] (DPAD Guide) is a national document intended to assist jurisdictions in evaluating permit applications and assessing their potential road safety impact. The guidelines are based on comprehensive literature review, survey of Canadian jurisdictions, discussions with advertising and sign industry representatives, and the application of human factors and road safety engineering principles.

4.1. Billboard Restriction Area Around Traffic Signals

The DPAD Guide defines a restriction area for digital billboards around traffic signals as demonstrated in **Figure 2** .

[2] Transportation Association of Canada (TAC), Digital and Projected Advertising Displays: Regulatory and Road Safety Assessment Guidelines

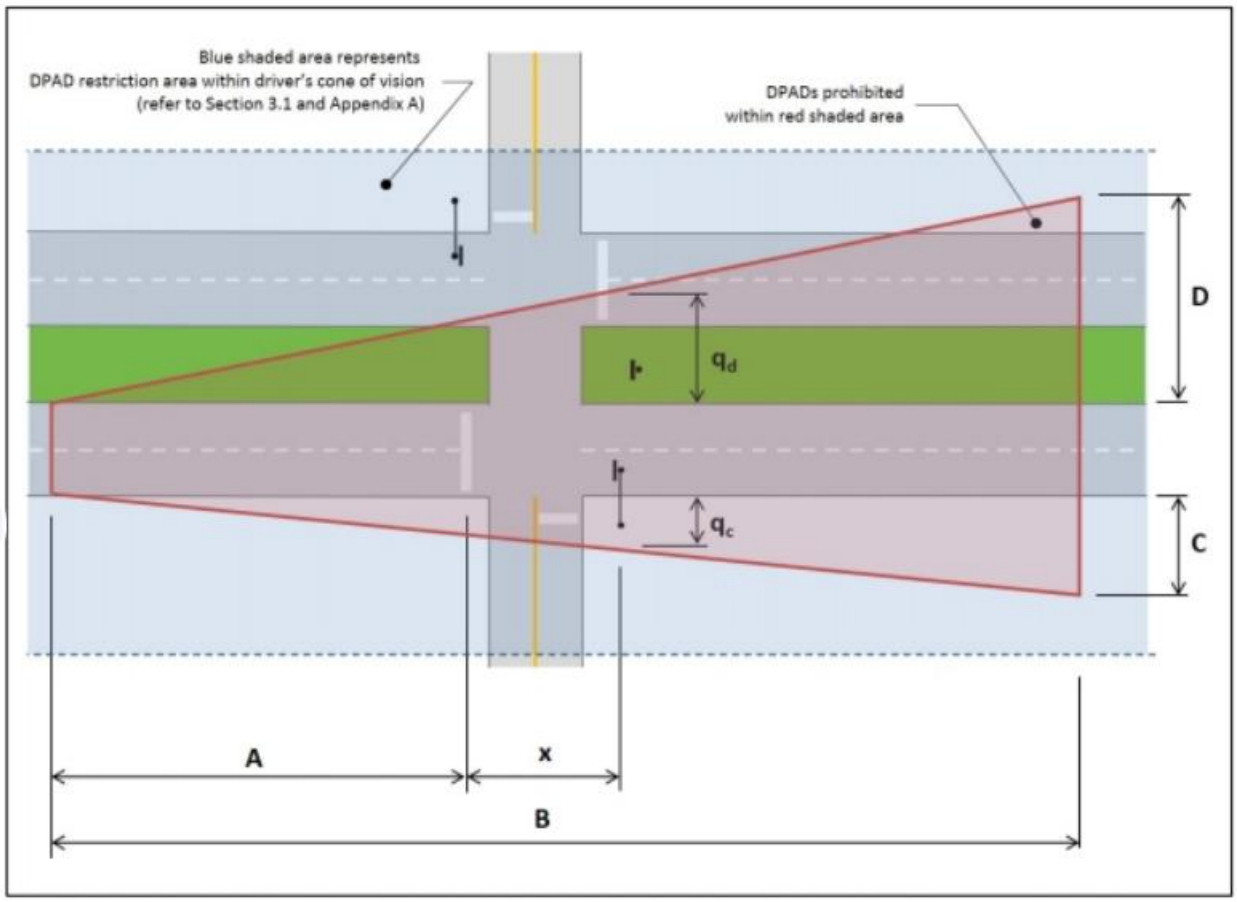


Figure 2: DPAD Restriction Areas for Driver's Cone of Vision and Around Traffic Signals

The DPAD restriction area defines a zone around traffic signals to minimize the potential for a DPAD frame change to interfere with drivers observing a traffic signal change. This is based on the rationale that the billboard should not be within the optimal cone of vision of the driver when the driver must decide to stop or not to stop at the intersection. This optimal cone of vision is also known as the foveal vision, where resolution is sharpest (2° – 4°) off the driver's line of sight down the road path).

The calculation of the restriction area begins at a distance "A" from the stop bar. This is the stopping sight distance (SSD) for vehicles approaching the intersection. The length of the restriction area is equivalent to the decision sight distance (DSD) and is shown as measurement "B". These guidelines define the DSD as a driver's sight distance to a billboard. A billboard should not be visible behind a traffic signal during the time that a driver must decide to stop at the intersection. Therefore, the restriction area longitudinal limit is measured from the start of the SSD and is equal to DSD. Based on the guidelines and a posted speed of 60 km/h, various variables for defining the restriction area are provided in **Table 2**.

Table 2: Variables for Defining the Restriction Area

Variable	Description
x	Distance between the stop bar and the nearest traffic control signal. This distance is approximately 30 m at intersection of Dougall Avenue and Ouellette Place in the southbound direction.
q_c	Lateral clearance from the traffic control device, measured from the curb line of the rightmost lane. 3.0 m is recommended by TAC.
q_d	Lateral clearance from the traffic control device, measured from the curb line of the leftmost lane to a distance at least 3.0 m to the left of the traffic signal.
A	Stopping sight distance (SSD), measured to the stop bar. The SSD at a posted speed of 60 km/h recommend by DPAD guide is 85 m.
B	Decision sight distance (DSD). The length of the restriction area is equivalent to the DSD. A digital billboard should not be visible behind a traffic signal during the time that driver must decide to stop at the intersection. Therefore, the restriction area longitudinal limit is measured from the start of the SSD and is equal to DSD. The DSD recommended by DPAD Guide for a speed of 60 km/h is 235 m.
C	Maximum lateral dimension of the restriction area in the direction of travel. It can be calculated geometrically or graphically.
D	Maximum lateral dimension of the restriction area in the opposite direction of travel. It can be calculated geometrically or graphically.

4.2. Spacing Between Digital Billboards

The TAC DPAD Guide indicates that shorter longitudinal distance (or spacing) between digital billboards increases the distracting effects of billboards in terms of glance duration and frequency away from the road. The distracting effects of digital billboards can be mitigated or

decreased by controlling the 'frame duration[3]' that drivers see and the spacing of digital billboards to reduce the probability of a driver observing multiple billboards and number of frame changes in their field of view. The number of digital billboards within a driver's field of view on his/her approach to the digital billboard represents the number of frame changes. These guidelines are designed to limit a driver exposure to only one frame change as they approach.

The DPAD Guide defines the driver's field of view by a driver's decision sight distance. This assumes that a driver attends to objects at decision sight distance and no further, even though those objects might be visible at a greater distance.

The DPAD Guide recommends a maximum of one digital billboard within a driver's field of view (i.e. a driver's decision sight distance) and indicates that the minimum spacing between digital billboards should be equal to the decision sight distance, which is based on the design speed of the road, and no less than 300 metres. The decision sight distance recommended by the DPAD Guide for a speed of 60 km/h is 235 m. Therefore, a minimum spacing of 300 m would apply for any digital billboards along Ouellette Place posted at a speed of 60 km/h. This minimum spacing of 300 m is satisfied for the proposed digital sign at the 2595 Dougall Avenue property.

5. Digital Billboard Recommended Characteristics

There are certain characteristics of digital billboards that make them different from static billboards. These characteristics include frame duration, transition time and effects, message sequencing and text scrolling, brightness, and animation. By controlling these characteristics, the digital billboards can be made to emulate static advertising signs and therefore result in a similar distracting and road safety effect as static advertisements. The industry practice is to use the following characteristics. TAC DPAD Guide also recommends most of these.

Frame Duration – Frame duration is the length of time that a single static message is displayed on a digital billboard. Generally, as the frame duration decreases, glance duration and frequency tend to increase in anticipation of the next message. The recommendation is to provide frame duration as a measure of travel speed and sight distance to the billboard. By limiting drivers' exposure to up to two messages, the driver distraction can be minimized.

Transition Time and Effects – Transition time is the interval between successive frames. During this transition between frames, special visual effects are sometimes used such as flashing, spinning, fading, dissolving, or some form of animation. The recommendation is to minimize the transition time between successive frames, preferably instantaneous and without any special effects so that drivers do not observe a black screen between advertisements.

Message Sequencing and Text Scrolling – Message sequencing refers to the use of more than one frame presented on a single sign in succession to convey a single message. Text Scrolling involves with the text continuously scrolling across the display. The recommendation is to prohibit Message Sequencing and Text Scrolling to minimize the distraction.

Brightness – Brightness is the appearance of the sign to the driver. It is a function of sign luminance, distance to the sign, background against which the sign is viewed, level of adaptation of the eyes, and atmospheric conditions. It can be measured as luminance (candelas

[3] Frame duration is the length of time that a single static message is displayed on a digital billboard.

per square metre. Luminance refers to light that is emitted from a surface while illuminance is the amount of light falling upon a surface. Most research recommends that brightness should vary with ambient light levels. TAC DPAD Guide recommends that the digital billboards should be able to adjust brightness automatically (equipped with ambient light sensors) to 0.3 candelas per square metre above ambient levels.

Animation – Animation refers to any motion in the advertisement, including video, special effects within a single frame, and transition, movement, and rotation between successive frames. Compared to static signs, digital billboards with these types of dynamic displays can increase glance frequency by 2 to 200 percent, can increase glance duration by 12 percent. Drivers operating in the vicinity of digital billboards tend have less lateral lane control, harder braking, slower reaction time, and lower vehicle speed. The negative road safety effects of animation tend to decrease as sight distance to these signs increases. However, to emulate the digital billboards to static signs, the animation should be discouraged. In addition, digital billboards should not contain flashing, blinking, pulsating or intermittent lights.

Proximity to Traffic Control Devices – Digital billboards are usually illuminated using light-emitting diodes, which are increasingly being used for traffic signals. The digital billboards that are located directly behind traffic signals can make it difficult for drivers to identify traffic signals.

Contrast and Colour – Use of colour impacts the legibility of advertising content. Adequate contrast between the letters and their background increases the overall visibility and clarity of a message, while poor contrast makes it difficult to read under even the best lighting conditions. This in turn can increase driver distraction as it may require longer or multiple glances to fully comprehend a message. Therefore, colour choice and contrast should ensure good legibility for drivers. Advertisements should be designed to avoid the use of colours in combinations or shapes that could be interpreted as a traffic control device.

Symbol and Images – Images/photographs or symbols used as part of advertisements should not depict or mimic traffic control devices. The use of abstract symbols should be minimized and where used, should be accompanied by a text component. The use of highly stylised symbols should be avoided to promote ease of driver comprehension.

6. Field Investigation

CIMA+ conducted a site visit to evaluate any conditions that may adversely impact the traffic safety if the approved static billboard be converted to an electronic billboard. The following section presents the findings of our field investigation.

6.1. Review of the Approximate Location of the Billboard

CIMA+ conducted a preliminary review of the location of the electronic billboard with respect to a driver's field of view as observed from the SSD (85 m) before the southbound stop line of the intersection where a driver must decide to proceed or stop at the stop line based on the traffic signal indication. If the indication is green or just turning to amber, the most likely decision will be to go. If the indication is already amber at that point, the most likely decision will be to stop.

Figure 3 shows the clear visibility of the intersection and traffic signals on the southbound approach from approximately 85 m – 100 m. The figure also points to the approximate location

of the billboard relative to this point on the road. Clearly it is far away from the traffic signal indications (out of foveal vision) and is not likely to dominate the traffic signal indications at the driver's decision point.

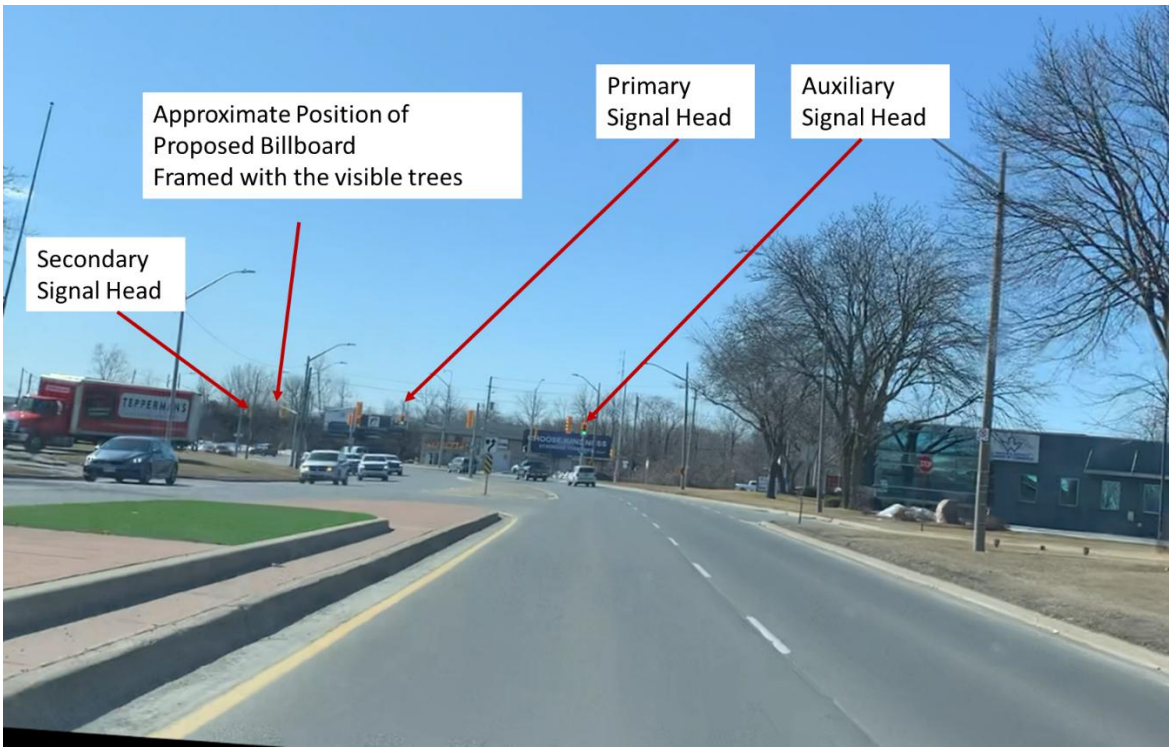


Figure 3: Visibility of Traffic Signal Heads Relative to Potential Billboard Location at Decision Point

6.2. Visibility of the Intersection

Visibility is one of the key factors influencing the level of safety of an intersection. Each quadrant of an intersection should contain a triangular area free of obstructions that might block an approaching driver's view of potentially conflicting vehicles. The recommended dimensions of the clear sight triangles vary with the type of traffic control used at an intersection. According to the Geometric Design Guide for Canadian Roads (the 'Geometric Design Guide'), the vehicle stopped at one approach should be visible to the driver of the vehicle stopped on each of the other approaches. In addition, turning vehicles should have sufficient sight distance to select gaps in oncoming traffic and complete the turning maneuver. Apart from these sight conditions, there are generally no other approach or departure sight triangles needed for signalized intersection.

Based on our field review, motorists were provided with clear and continuous visibility of conflicting streams and of the traffic control devices installed at the intersection. The presence of horizontal curve on the south approach obstructs the visibility of signal heads in the southbound direction. To mitigate that, an auxiliary signal was provided on the north approach. The provided auxiliary signal remains within the clear view of drivers and should be considered

as the dominant signal head. **Figure 4** shows the clear visibility of the intersection and traffic signals on the southbound approach from approximately 30 m of the intersection.

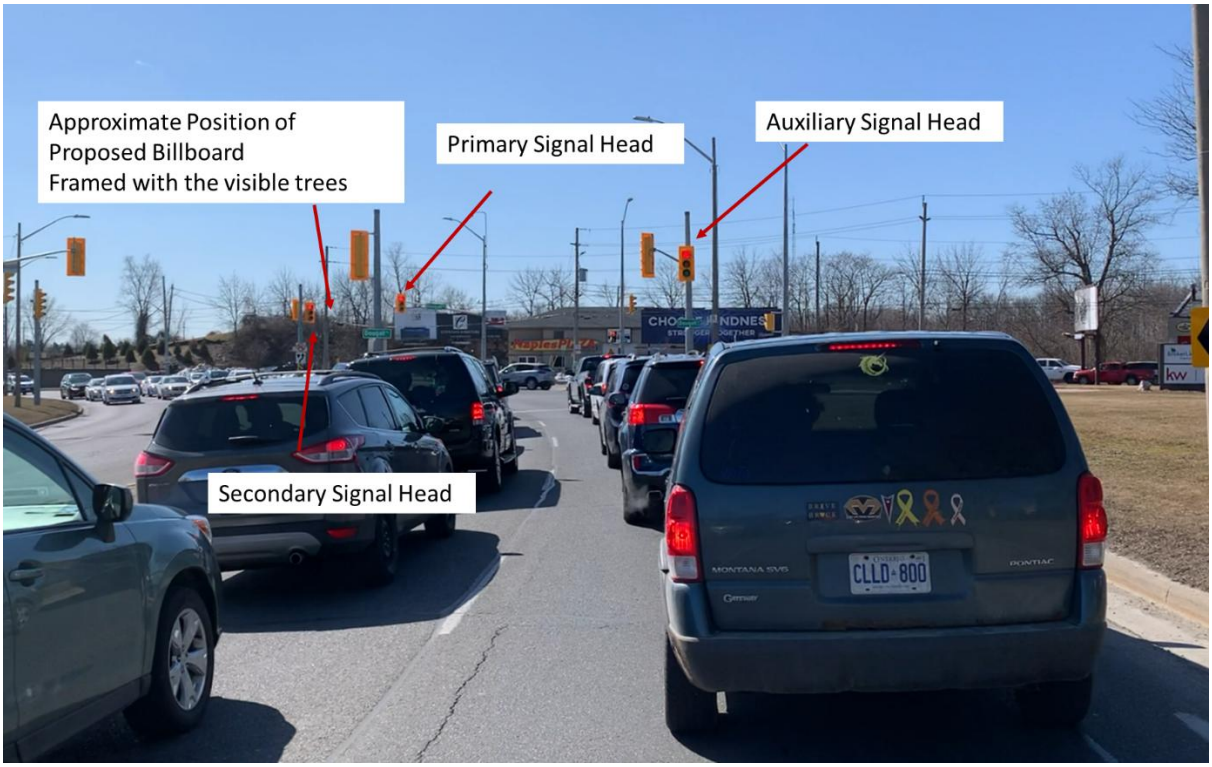


Figure 4: Traffic Signal Visibility at Approximately 30 m from Stop Line

The figure also points to the approximate location of the billboard relative to this point on the road. The billboard at this location is likely to interfere with the secondary signal head. However, the presence of auxiliary signal mitigates any impact. Moreover, the decision point for the drivers is at 85 m and the impact of viewing the billboard from 30 m would be minimal.

The auxiliary signal head also mitigates the impact of horizontal curve on the visibility of the secondary signal. The auxiliary signal head in combination with the primary signal head is likely to dominate the visibility of the billboard (static or digital) within the driver's foveal vision.

As the motorists drive toward the stop line from the 30 m point, the billboard would likely start coming within the foveal vision of drivers. **Figure 5** shows the visibility of the traffic signal heads for drivers waiting at the stop line relative to the approximate location of the billboard. As can be seen the billboard can interfere with traffic signals depending upon the position of the sign. This impact will be only for those drivers who have passed the point where the auxiliary signal head would be visible. However, as these drivers will be stopped, the impact of this interference will be minimal and not different than the approved static sign with illumination. Strategies are available to minimize the impact and are provided in **Section 5**.

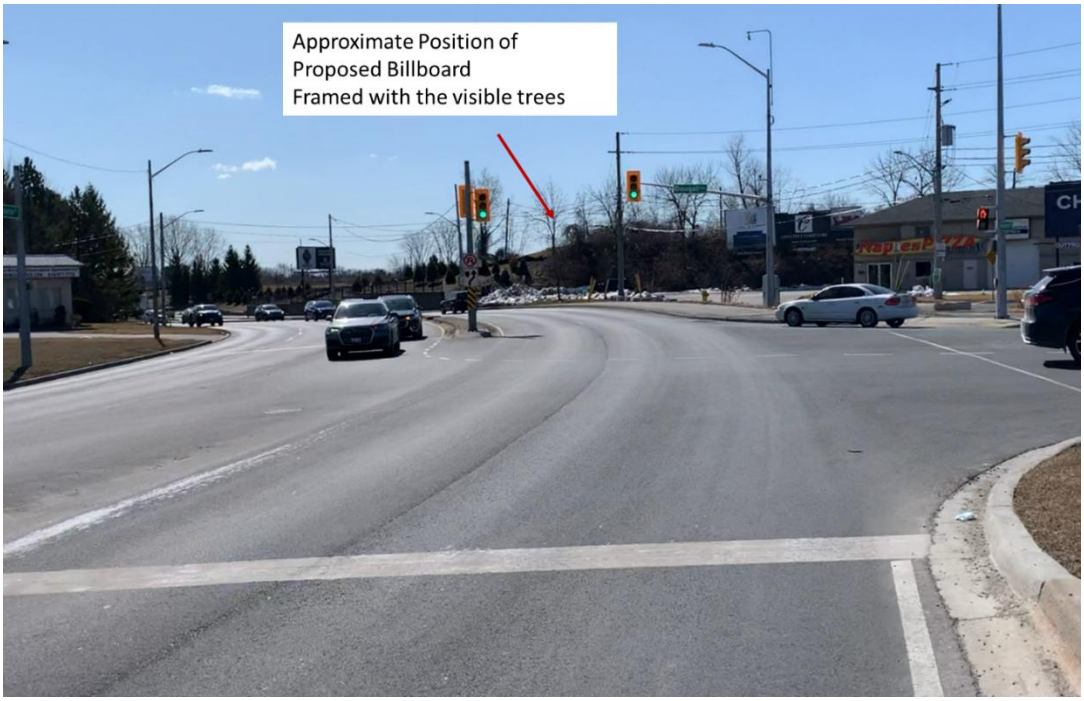


Figure 5: Traffic Signal Visibility at Stop Line

6.3. Access Management

Another important factor influencing safety at an intersection is the presence of driveways within the functional area of the intersection. Intersections are relatively complex driving environments that require motorists to make several simultaneous decisions to determine a safe and prudent way to proceed. Driveways located near an intersection increase the number of conflict points in areas that require additional driver attention.

At the subject location, given the immediate surrounding land uses, there are no driveways on the southbound approach within the stopping sight distance (85.0 m). Therefore, on the approach where the drivers may be distracted by the subject sign, the risk of conflicts with inbound and outbound maneuvers at driveways is minimal.

6.4. Vulnerable Road Users

The field visit did not note presence of any vulnerable road users. No pedestrian or cycling activity was noted at the intersection. The TMC obtained from the City indicated only four (two at west approach and two at south approach) pedestrians during the nine-hour period. There is no crosswalk on the south approach. Therefore, the pedestrians at the south approach were crossing illegally. The City could consider installing signs to prevent pedestrians making these types of illegal movements.

At the time of the site visit, the only crosswalk marking (on the west approach) was in good condition. Pedestrian heads with pushbuttons were provided. The signal timing plan shows a walk time of 10 seconds and a pedestrian clearance time of 16 seconds, which is consistent with the Ontario Traffic Manual (OTM) Book 12 guidance. Conventional bicycle lanes were present on the west approach for both directions.

There are no conflict points between vehicles and pedestrians in the southbound direction as there are no crosswalks on the north- or south- approaches. There can be conflicts between pedestrians and southbound right turning vehicles on the west approach, where there is a crosswalk. However, as noted above a well delineated crosswalk markings exist, and the pedestrian movement is appropriately regulated with pedestrian signals. The proposed electronic billboard will be facing the southbound walking pedestrians. The distracting effect of the electronic billboard to these pedestrians or vehicles, if any, may not be different from a static billboard. To be on the safer side, the dwell time of the billboard can be restricted to minimum 16 seconds, so that the message on the billboard does not change more than once when a pedestrian is walking within the crosswalk. This will help minimizing any distraction to pedestrians.

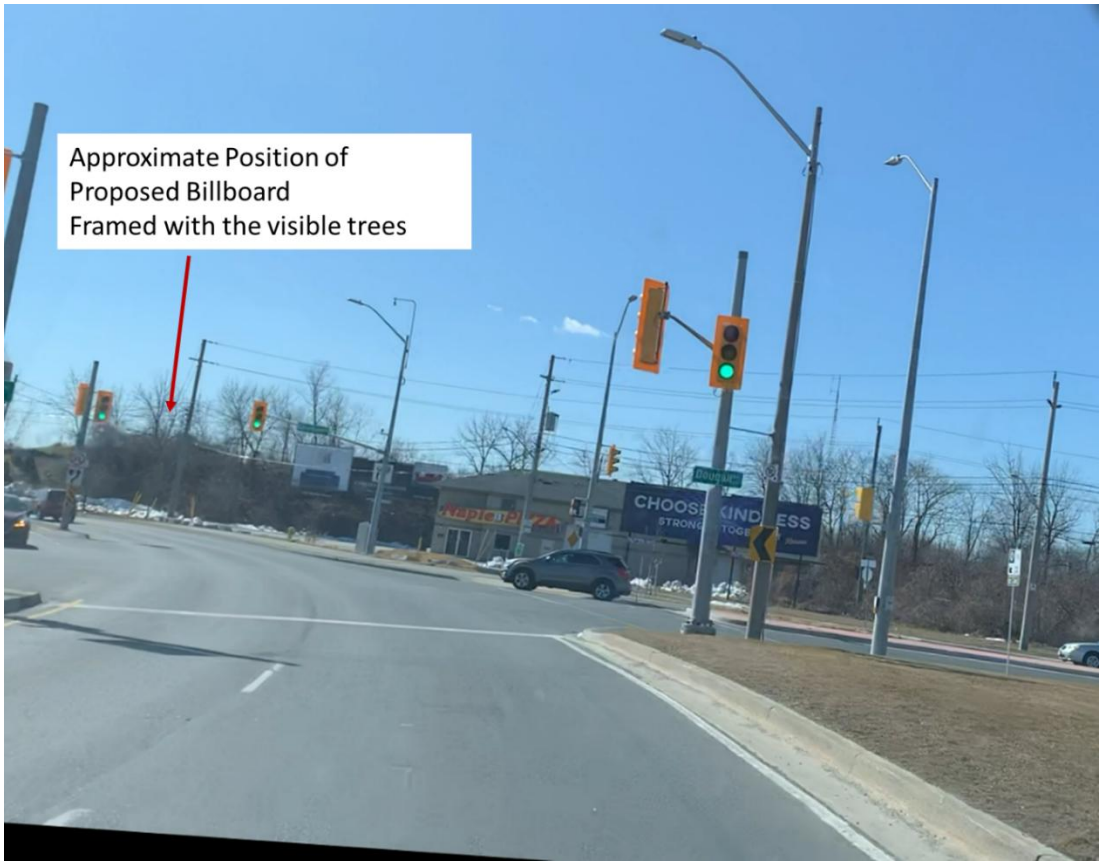


Figure 6: Auxiliary Signal Installed in Southbound Direction

For drivers making right turns, the auxiliary signal provided on the right side as shown in **Figure 6** is expected to dominate their attention minimizing any distracting effects of the billboard. Like for pedestrians, a longer dwell time will further help in minimizing any additional distracting effect, if an electronic billboard is used instead of a static billboard.

6.5. Horizontal Curvature

The north approach of the intersection essentially consists of a tangent section with a curve beginning near the stop line in the southbound direction. The curve obstructs the visibility of the

secondary signal head for the southbound drivers. This was effectively mitigated by providing an auxiliary signal head on the right side of the north approach as shown in **Figure 6** above.

Horizontal curves are visually demanding. On a tangent section, drivers can maintain appropriate lane position and heading angle by looking straight ahead and using peripheral vision to detect lane markings. On a curve, the current position and the future position in the lane are visually separated, and drivers must look in both locations, thus increasing visual demand. It is recognized that any type of billboard (static or electronic) in the vicinity of a curve, which provides non-essential information for the driving task, will impose additional workload on drivers.

The City has permitted the installation of a static billboard at this location. It is very common for jurisdictions to accept the road safety impacts of static billboards. However, the road safety impacts of electronic billboards are not known. It is a common practice to regulate the electronic billboards so that they are perceived by drivers as static billboards. This can be achieved by regulating sign characteristics, such as frame duration, transition time and effects, message sequencing, and brightness as indicated in **Section 5**. By doing that the road safety impacts of electronic billboards can be approximated to the impacts of static signs. This implies that road safety impact of the proposed electronic billboard, if any, can be made similar to the permitted static billboard by adjusting different characteristics. The recommendations are provided in **Section 7.2.2**.

The most critical factor that makes an electronic billboard different than a static billboard in terms of safety impacts of billboards is the number of frames changes a driver can observe while approaching a billboard. By reducing the number of frames changes a driver observes, the distracting effects of electronic billboards can be decreased to those of static billboards. As per the best practices, the number of frame changes in the field of view of a driver should not exceed 2. The TAC DPAD Guide suggests that 2-3 frame changes ensures that the electronic billboards are similar to static signs. Under the current case, as noted previously, the drivers' decision point to make stop or go decision at the intersection is 85 m upstream of the stop line, which is approximately 106 m from the proposed billboard. It implies that the proposed billboard would be approximately 191 m from the drivers' decision point. Although, the proposed billboard is not expected to have distracting effects on road users at this point, as it would be far outside of the drivers' cone of vision as stated in **Section 6.1**, the more conservative approach would be to make the electronic billboard act as a static billboard for motorists who do not need to stop at the signal (i.e., those who do not encounter a red signal indication during their travel from the decision point onwards towards the billboard).

Considering an operating speed of 60 km/h and when the traffic signal indication is green, a driver can pass this 191 m in approximately 12 seconds. Which means a billboard with a frame duration of 12 seconds will change frame only once. With a frame duration of 16 seconds based on pedestrian clearance time, the probability of frame change during 191 m of travel will be very low and the impact of the billboard will be like a static billboard.

7. Findings and Recommendations

Based on the review of background information, review of DPAD Guidelines, and field investigation, we are of the opinion that the road safety impact of the proposed electronic billboard would not exceed the road safety impact of the permitted static billboard with

illumination by adopting certain sign characteristics and appropriate placement of the sign. Our specific findings and recommendations are provided below.

7.1. Findings

7.1.1. Compliance with the City of Windsor By-law

The City of Windsor Sign By-law with respect to electronic billboards is too restrictive in certain aspects as compared to the recommendations of the DPAD Guide. The recommendations of the DPAD Guide are based on the application of human factors and road safety engineering principles.

In terms of the distance requirements, the proposed location of the billboard is 106 m after the stop line of a nearby intersection against the requirements of 110 m based on the Sign by-law. However, this variance is very minimal.

In terms of spacing between digital billboards, the proposed location is at approximately 300 m from an existing double-sided sign installation at 130 Ouellete Place. The sign face which is oriented in the same direction of travel as the proposed electronic sign is not an electronic changing copy or digital display. Therefore, the installation of the proposed sign at 2595 Dougall Avenue would not conflict with Subsection 6.3.17.ii of the City of Windsor Sign By-law.

7.1.2. Static Billboard Vs. Electronic Billboard

All types of billboards (static or electronic) provide a type of information that is non-essential for the driving task representing a source of distraction to road users and there may be a subsequent increase in risk of collisions. It is very common for jurisdictions to accept the road safety impacts of static billboards. The City has already approved a static billboard for this location. It is a common practice to regulate the electronic billboards so that they are perceived by drivers as static billboards.

The most critical factor that makes an electronic billboard different than a static billboard, in terms of their safety implications, is the number of frames changes a driver can observe. By reducing the number of frames changes a driver observes, the distracting effects of electronic billboards can be decreased to those of static billboards.

7.1.3. Impact on Approaching Vehicle from the SSD from Stop Line and on Stop Line

The proposed billboard location is in proximity of the intersection where adequate traffic control devices with proper visibility are provided. The proposed location of the billboard is such that it is not likely to interfere with drivers' visibility as observed from the SSD where a driver must decide to proceed or stop at the stop line based on the traffic signal indication.

The proposed billboard location may interfere with the visibility of traffic signal heads for drivers stopped at the stop line. This interference, if any, will be like the already approved static billboard with illumination and can be mitigated simply by adjusting the position or height of the sign ensuring that it is not directly behind the signal head. The brightness of the electronic billboard can be controlled not to produce distracting effect compared to a static billboard with

illumination. Appropriate colour choice and contrast of the advertisements can also ensure good visibility of the traffic signal. Moreover, if one of the traffic signal heads is clearly visible at the stop line, it will mitigate the impact of any interference of the billboard because of its visibility behind the traffic signal head.

7.1.4. Impact of Horizontal Curve

The south approach of the intersection consists of a horizontal curve. The curve obstructs the visibility of the secondary signal head for the southbound drivers. This issue has been mitigated effectively by providing an auxiliary signal head.

This horizontal curve can be a source of high workload, and the presence of the billboard can impose additional workload on drivers. The additional impact of using an electronic billboard, instead of already approved static billboard, if any, can be reduced to that of a static billboard by selecting specific sign characteristics, such as frame duration, transition time and effects, message sequencing, and brightness as indicated in **Section 5**.

7.1.5. Impact on Pedestrians

The proposed billboard location is expected to have minimal impact on pedestrians that may be present at the intersection. There are no conflict points between vehicles and pedestrians in the southbound direction as there is no crosswalk on the north and south approaches. The proposed billboard will be facing the southbound walking pedestrians. The distracting effect of the electronic billboard to these pedestrians or vehicles, if any, may not be different from a static billboard. As noted above, by limiting the number of frames changes a pedestrian observes the distracting effects of electronic billboards can be decreased to those of static billboards.

7.2. Recommendations

CIMA+ recommendations to ensure that the distracting effects of the proposed electronic billboard are minimized and do not exceed those of the approved static billboard are as follows:

7.2.1. Recommended Location of Electronic Billboard

The distance requirements of electronic billboards in the by-law do not appear to be based on sound engineering practices. TAC DPAD Guide provides the guidelines for establishing restriction areas around traffic signals based on human factor and road safety principles considering driver's cone of vision and level of distraction from the drivers' point of view when approaching the digital boards. The precise location of the proposed electronic billboard should meet the guidelines provided in **Section 0** and should be outside of the restriction area or foveal vision estimated at SSD (85 m from the stop line). A graphical representation of the restriction area with a recommended location of the billboard is provided in **Appendix A**. Target Outdoor identified the precise location (outside of the billboard restriction area) with precise height and width to the scale with the help of a scissor lift as shown in **Figure 7**..

Figure 7: Precise Location of the Billboard

The location was further analyzed to determine the interference of the billboard with the traffic signals at the intersection. The location was reviewed at different distances, and the findings are provided below.

Visibility at Approximately 90m from Stop Line

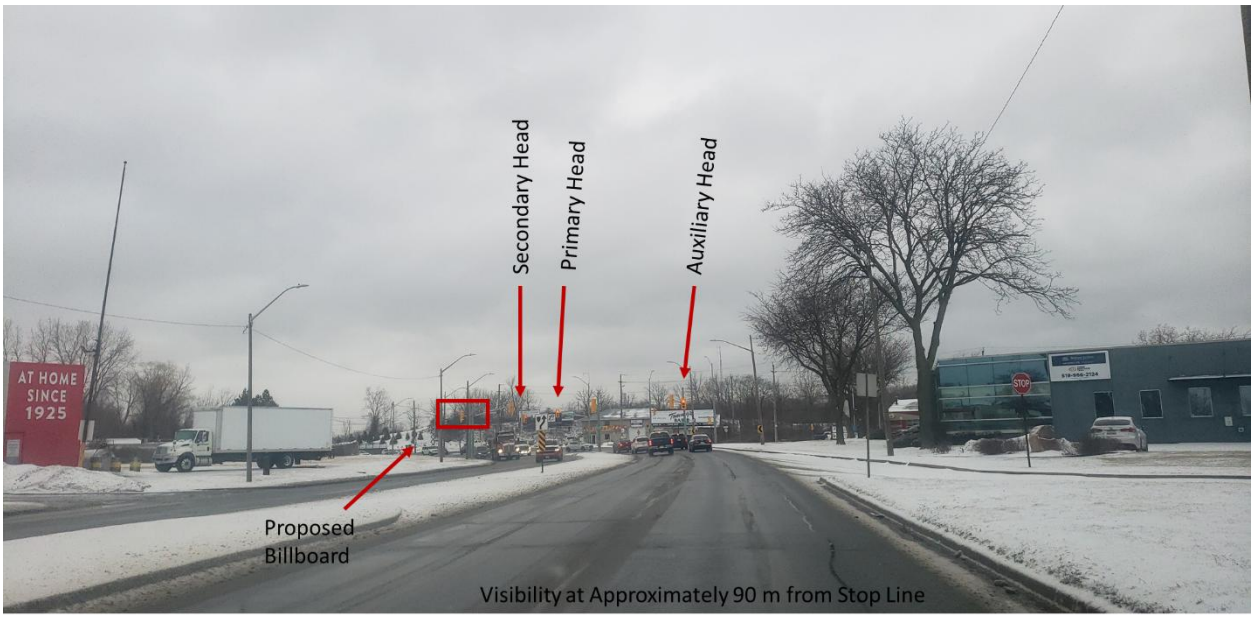


Figure 8: Visibility at 90 m from Stop Line

As shown in **Figure 8**, the billboard at this location is not expected to interfere with any of the signal heads. The billboard and the secondary signal head will be out of a driver's foveal vision. At the drivers' decision point, which is 85 m upstream of the stop line, all signal heads are expected to be clear from the billboard.

Visibility at Approximately 60m from Stop Line

Figure 9: Visibility at 60 m from Stop Line

As shown in **Figure 9**, the billboard at this location is not expected to interfere with any of the signal heads.

Visibility at Approximately 30m from Stop Line

Figure 10: Visibility at 30 m from Stop Line

As shown in **Figure 10**, the billboard at this location is expected to be aligned only with the secondary signal head. The secondary signal head is not important at this location as both auxiliary and primary signal heads will dominate.

Visibility at Approximately 15m from Stop Line

Figure 11: Visibility at 15 m from Stop Line

As shown in **Figure 11**, the billboard at this location is expected to be aligned with the secondary signal head only. There will likely no interference of the primary and auxiliary signal heads. The secondary signal head is not important at this location as both auxiliary and primary signal heads will dominate.

Visibility at Stop Line

Figure 12: Visibility at Stop Line

As shown in **Figure 12**, at the stop line, the line of sight of the billboard and primary and secondary signal heads are not likely to overlap with each other. The billboard is not expected to align with these signal heads. Therefore, the impact expected to be minimal.

Based on the above analysis, we conclude the following:

- At the drivers' decision point, the proposed billboard location and the secondary signal head will be out of the drivers' foveal vision. All three signal heads are expected to be clear of the proposed billboard. It should be noted that the secondary signal head at this location is not relevant, as two signal heads will be clearly visible.
- At approximately 30 m, and 60 m distances from the stop line at least two signal heads (auxiliary and primary) are expected to remain clear of the proposed billboard location.
- At approximately 15 m distance from the stop line, auxiliary and primary signal heads are expected to remain clear of the proposed billboard location.
- At the stop line, the line of sight of the billboard and primary and secondary signal heads are not expected to overlap with each other.
- Based on the above discussion, the proposed billboard location is expected to always be clear of minimum two signal heads and the impact is expected to be minimal.

7.2.2. Sign Characteristics

The following sign characteristics are recommended so that the proposed electronic billboard is perceived by drivers as a static billboard, similar to the one already approved for this location.

- The drivers should not be exposed to more than two messages while driving. Likewise, pedestrians should not be exposed to more than two messages while walking in the crosswalk controlled by a signal.

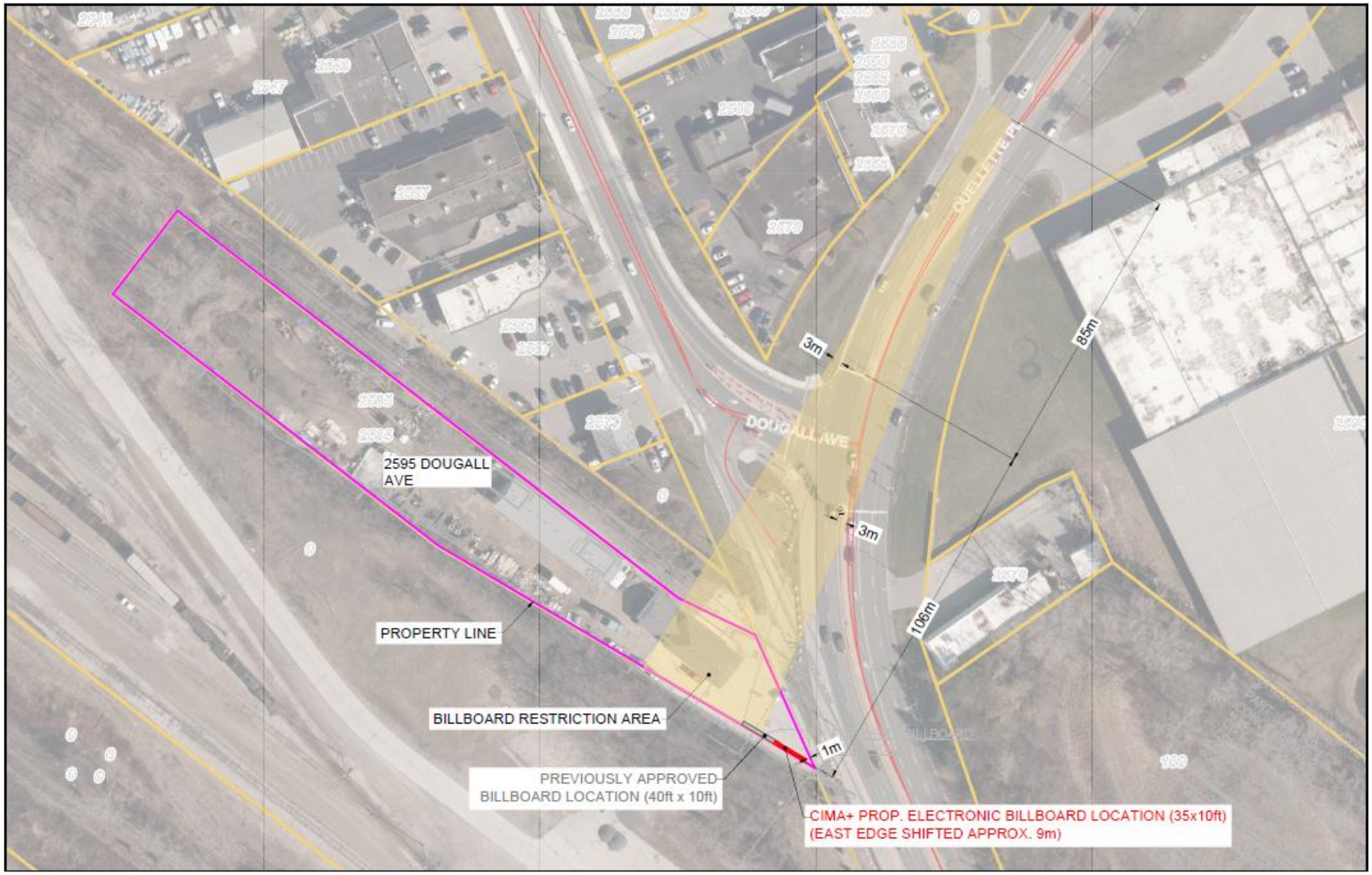
- The transition time between successive frames should be instantaneous and without any special effects so that drivers do not observe black screen between advertisements.
- There should be absolutely no Message Sequencing and Text Scrolling.
- The electronic billboard should be provided with ambient light sensor so that the brightness adjusts to 0.3 candelas per square metre above ambient levels.
- The location of the billboard must be selected to ensure that, at all times, at least two traffic signal heads remain clearly visible and are not visually framed against the billboard in the background. Advertisements should be designed to avoid the use of colours that conflict with traffic signal indications, ensuring that traffic signals remain clearly visible to drivers.
- The billboard should not contain flashing, blinking, video, scrolling, pulsating or intermittent lights. There should be no motion changes in luminance or any effects that create the illusion movement.
- Images/photographs or symbols used as part of advertisements should not depict or mimic traffic control devices. The use of abstract symbols should be minimized and where used, should be accompanied by a text component. The use of highly stylised symbols should be avoided to promote ease of driver comprehension.

7.2.3. Frame Duration

It is recommended that a minimum frame duration of 16 seconds be used so that pedestrians walking on the west crosswalk facing the billboard do not observe more than two messages. This 16 second frame duration will also ensure that the drivers approaching the billboard will not observe more than two frame changes during the green indication at the intersection. With this frame duration, the electronic billboard is likely to be perceived as the already approved billboard.

A

Appendix A – Recommended Electronic Billboard Location


2595 DOUGALL AVE
PROPERTY LINE
BILLBOARD RESTRICTION AREA
PREVIOUSLY APPROVED BILLBOARD LOCATION (40ft x 10ft)
CIMA+ PROP. ELECTRONIC BILLBOARD LOCATION (35x10ft) (EAST EDGE SHIFTED APPROX. 9m)
3m
3m
1m
85m
106m
DOUGALL AVE
QUELLETTE PL

SUBMITTED BY CIMA CANADA INC.
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Burlington, ON, L7N 3G7
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Appendix C – Review of Traffic Study by Manager of Transportation Planning and CIMA+ response

Target Outdoor / Angello Lunnetta (Property Owner)

Traffic Study for Billboard Installation at 2595 DOUGALL Avenue in Windsor

Final Report

October 2025

Z0032748

SUBMITTED BY CIMA CANADA INC.
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1. Introduction

CIMA+ was retained by Target Outdoor to prepare a traffic safety report for the location of a proposed advertising sign with “electronic” copy, hereinafter referred to as electronic billboard[1]. The location is at the 2595 Dougall Avenue property in the City of Windsor (the City), Ontario. The size of the proposed sign is 10 ft x 35 ft. The City has granted permission to erect a 10 ft x 40 ft Billboard ground sign with “static” copy with illumination, hereinafter referred to as static billboard. The overall height of the permitted sign above ground level as per Sign Permit issued by the City is 9.0 m. The owner of the property, Angello Lunnetta, along with Target Outdoor is looking to convert the permitted static billboard to electronic billboard, for which a traffic safety report is required for submission to the City. The City is concerned for the proposed location of the electronic billboard with respect to a nearby traffic signal installed at the intersection of Ouellette Place and Dougall Avenue.

It is recognized that billboards of any type (static or electronic) provide a type of information at the roadside that is non-essential for the driving task representing a source of distraction to drivers, there may be a subsequent increase to risk of collisions. An ideal approach to permit a billboard on a location is to ensure that the risk would not exceed a given threshold (e.g., a risk that is already accepted at a location) or the increase remains as low as reasonably practical. Electronic billboards differ from static advertising signs in terms of their brightness and ability to display content dynamically. By controlling certain characteristics of electronic billboards, they can be made to emulate static advertising signs and therefore result in a similar distracting and road safety effect as static advertisements. These characteristics include brightness, frame duration, message sequencing, text scrolling, animation, transition time and effects, sign spacing and density, and proximity to certain traffic control devices such as traffic signals. The use of static advertising signs is generally accepted by jurisdictions subject to jurisdictional sign by-laws. The distracting effects of billboards can vary based on the surrounding environment. However, the safety implications of billboards are not quantitatively explored in the available literature. Therefore, the associated collision risks can be only qualitatively evaluated.

This report presents our unbiased opinion with respect to the expected safety implications of the proposed electronic billboard as compared to that of the approved static billboard with respect to its proximity to the traffic signal. The report also presents our recommendations on how the distracting effects of the proposed electronic billboard can be minimized. Our review assumes that the impact of all existing static billboards present on the property will remain unchanged regardless of the status of the new billboard (i.e., electronic, or static).

2. Study Area

The proposed location of the subject billboard is situated at the 2595 Dougall Avenue property in Windsor, Ontario. This property is located approximately 60 m south of the intersection of Dougall Avenue and Ouellette Place, which is a signalized intersection with a pedestrian crosswalk on the west approach. The intersection is located near the beginning of a horizontal curve in the southbound direction providing transition between tangent sections at Ouellette Place and Dougall Avenue. The subject property is located just before the end of the curve in the southbound direction. The north approach of the intersection for the most part is a tangent

[1] The terms electronic billboard and digital billboards are interchangeably used in this document

with a slight curvature near the southbound stop line of the intersection. The south approach is essentially at a curvature. The proposed electronic billboard location is at approximately 106 m south of the southbound stop line of the intersection. The Ouellette Place is posted at a speed of 60 km/h.

A map of the study area with the proposed location of the billboard is included in **Figure 1**.

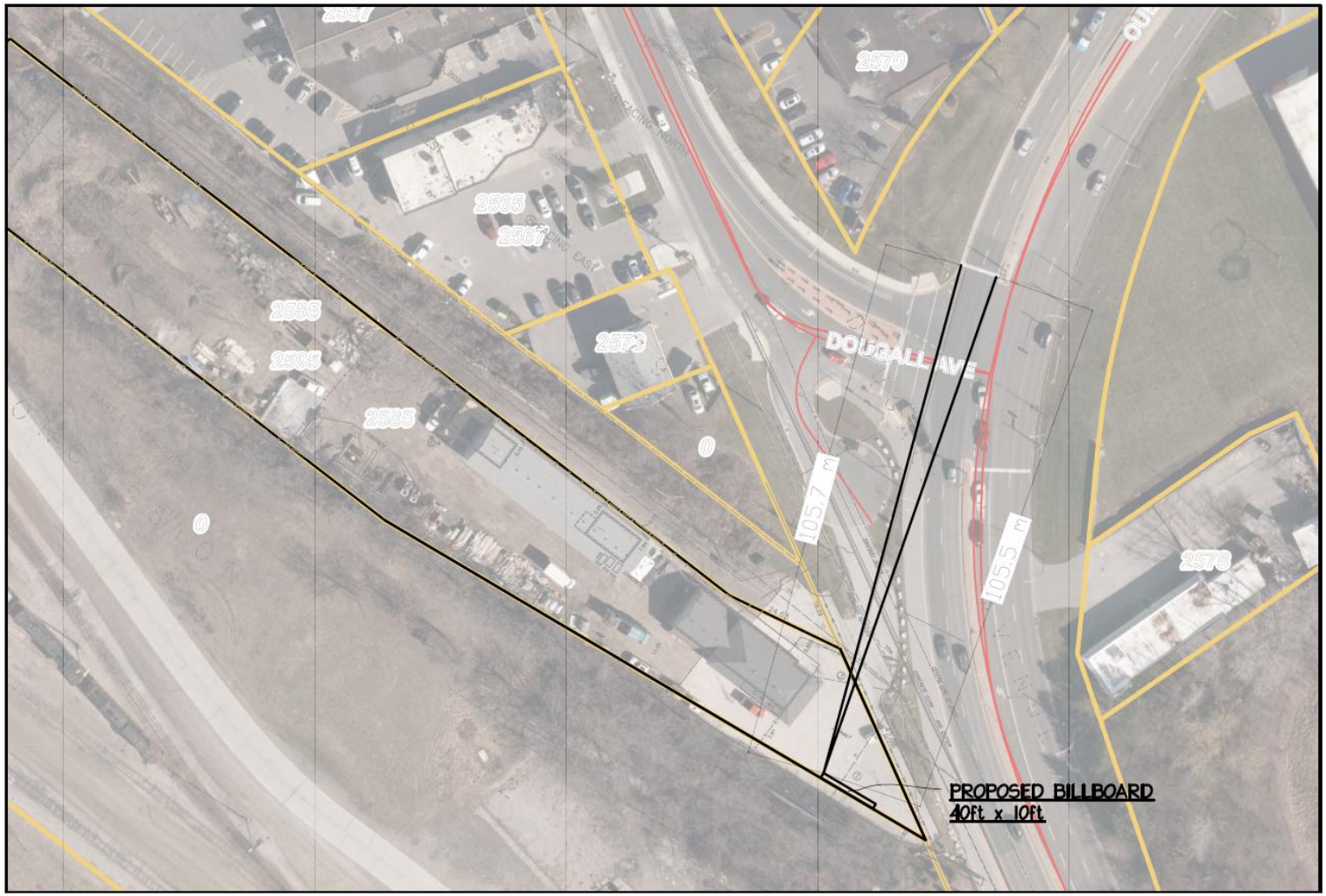


Figure 1: Map of the Study Area

3. Review of Background Information

3.1. Review of City of Windsor By-Law

Not meeting the by-law

The City of Windsor Sign By-law Table 6.3.1 (Sign By-Law 250-2004 amendment 93-2024) prescribes the distances before and after stop line for prohibiting a location for erecting electronic billboards in the vicinity of traffic signals. The distance requirements are based on the posted speed of the street towards which the billboard is facing. The subject electronic billboard will be facing the southbound stop line on Ouellette Place, which is posted at 60 km/h. Based on 60 km/h, the billboard cannot be erected 85 m before and 110 m after the stop line. As the proposed location is after the southbound stop line, the 110 m distance requirement applies. The proposed location is approximately 106 m after the stop line. Therefore, the location does not meet the strict requirements of the Sign Bylaw. However, the variance is very minimal.

The City of Windsor Subsection 6.3.17.ii (Sign By-Law 250-2004 amendment 93-2024) prescribes that no part of any electronic changing copy sign, that is either a billboard ground or wall sign shall be erected within a minimum distance of 500 m of any other electronic changing copy sign or digital sign, and provided that the two signs cannot be seen simultaneously in the same direction of travel.

The proposed electronic sign at 2595 Dougall Avenue would be located approximately 300 metres from an existing double-sided sign installation at 130 Ouellette Place. The north-oriented sign face is a poster billboard sign, and the south-oriented sign face is an electronic changing copy sign, as indicted by Target Outdoor.

As the sign face oriented in the same direction of travel as the proposed electronic sign is not electronic changing copy or digital display, the installation of the proposed sign at 2595 Dougall Avenue would not conflict with Subsection 6.3.17.ii of the City of Windsor Sign By-law.

3.2. Review of Traffic Volumes

Data is outdate. Also it was during COVID period

CIMA+ reviewed the Turning Movement Count (TMC) dated November 25, 2020, obtained from the City (07:00-10:00, 11:00-14:00, 15:00-18:00). During this period, there were no COVID restrictions in place, so the counts can be considered as a true representation of a normal condition. The purpose of this review was to identify the number of vulnerable road users at the intersection. There were only 4 pedestrians during this period, 2 at the west approach, and 2 at the south approach.

3.3. Review of Signal Timing Information

CIMA+ reviewed the provided signal timing information at the intersection of Dougall Avenue and Ouellette Place. The purpose of this review was to understand the duration of various intervals to assess any interference with the dwell time (frame duration of the electronic billboard) of the proposed electronic billboard. Frame duration is the length of time that a single static message is displayed on an electronic board. The ability to display multiple messages make electronic billboards different than static billboards. More information is provided in a subsequent section. The time intervals for the traffic signal are included in **Table 1**.

Table 1: Traffic Signal Intervals

Please confirm the source of this data. It's outdated

Interval Type	Duration (Seconds)
Maximum Cycle Length	112
Walk Time	10
Pedestrian Clearance Time	16
Yellow Time	4
All Red	1
Maximum Green Time	30

4. Review of DPAD Guidelines

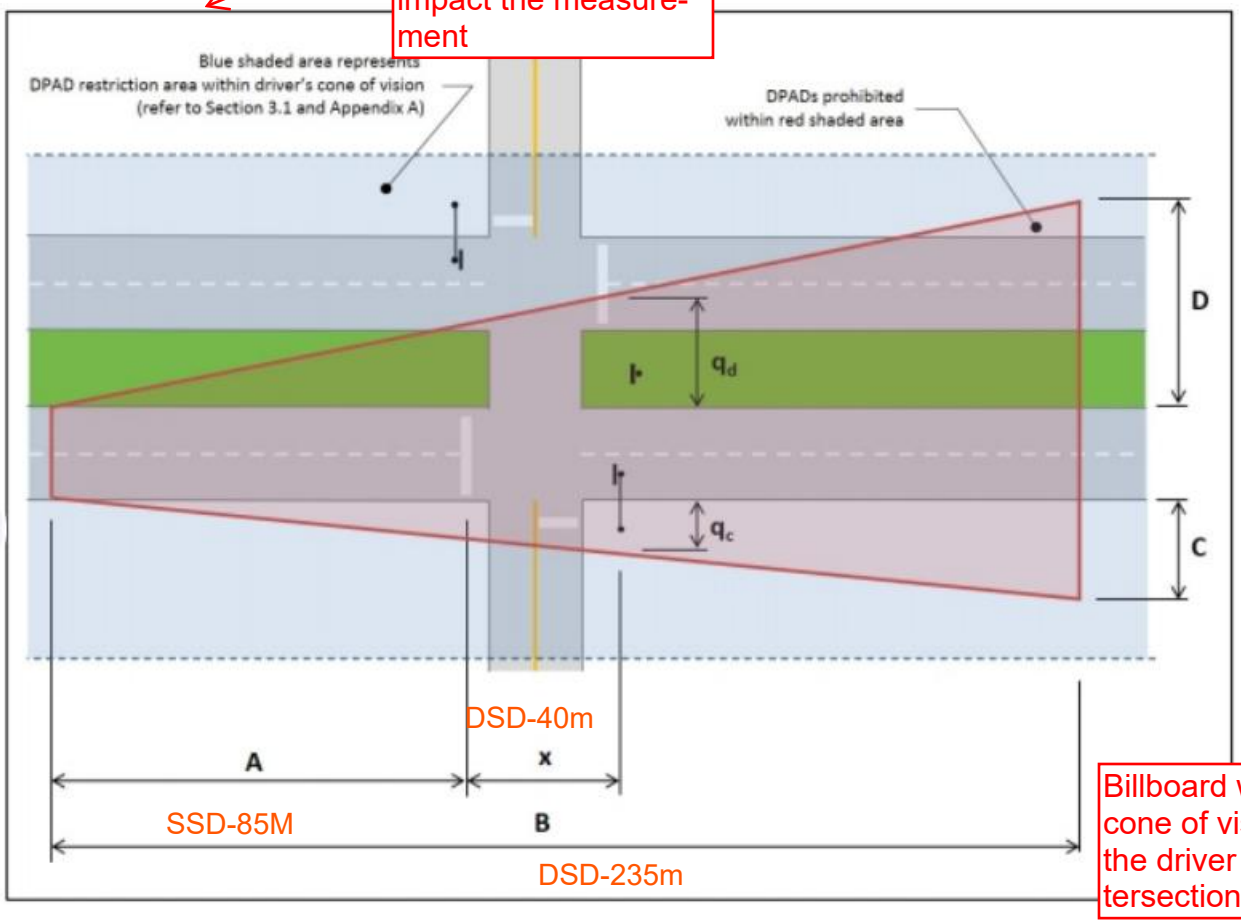
The publication by Transportation Association of Canada (TAC), Digital and Projected Advertising Displays: Regulatory and Road Safety Assessment Guidelines[2] (DPAD Guide) is a national document intended to assist jurisdictions in evaluating permit applications and assessing their potential road safety impact. The guidelines are based on comprehensive literature review, survey of Canadian jurisdictions, discussions with advertising and sign industry representatives, and the application of human factors and road safety engineering principles.

4.1. Billboard Restriction Area Around Traffic Signals

The DPAD Guide defines a restriction area for digital billboards around traffic signals as demonstrated in **Figure 2** .

[2] Transportation Association of Canada (TAC), Digital and Projected Advertising Displays: Regulatory and Road Safety Assessment Guidelines

Dougall/Ouellette Intersection is on a curved road way so below reference will impact the measurement



Billboard will be in the cone of vision when the driver is at the intersection

Figure 2: DPAD Restriction Areas for Driver's Cone of Vision and Around Traffic Signals

The DPAD restriction area defines a zone around traffic signals to minimize the potential for a DPAD frame change to interfere with drivers observing a traffic signal change. This is based on the rationale that the billboard should not be within the optimal cone of vision of the driver when the driver must decide to stop or not to stop at the intersection. This optimal cone of vision is also known as the foveal vision, where resolution is sharpest (2° – 4°) off the driver's line of sight down the road path).

The calculation of the restriction area begins at a distance "A" from the stop bar. This is the stopping sight distance (SSD) for vehicles approaching the intersection. The length of the restriction area is equivalent to the decision sight distance (DSD) and is shown as measurement "B". These guidelines define the DSD as a driver's sight distance to a billboard. A billboard should not be visible behind a traffic signal during the time that a driver must decide to stop at the intersection. Therefore, the restriction area longitudinal limit is measured from the start of the SSD and is equal to DSD. Based on the guidelines and a posted speed of 60 km/h, various variables for defining the restriction area are provided in **Table 2**.

Table 2: Variables for Defining the Restriction Area

Variable	Description
x	Distance between the stop bar and the nearest traffic control signal. This distance is approximately 30 m at intersection of Dougall Avenue and Ouellette Place in the southbound direction.
q_c	Lateral clearance from the traffic control device, measured from the curb line of the rightmost lane. 3.0 m is recommended by TAC.
q_d	Lateral clearance from the traffic control device, measured from the curb line of the leftmost lane to a distance at least 3.0 m to the left of the traffic signal.
A	Stopping sight distance (SSD), measured to the stop bar. The SSD at a posted speed of 60 km/h recommend by DPAD guide is 85 m.
B	Decision sight distance (DSD). The length of the restriction area is equivalent to the DSD. A digital billboard should not be visible behind a traffic signal during the time that driver must decide to stop at the intersection. Therefore, the restriction area longitudinal limit is measured from the start of the SSD and is equal to DSD. The DSD recommended by DPAD Guide for a speed of 60 km/h is 235 m.
C	Maximum lateral dimension of the restriction area in the direction of travel. It can be calculated geometrically or graphically.
D	Maximum lateral dimension of the restriction area in the opposite direction of travel. It can be calculated geometrically or graphically.

It's approximately 44m

4.2. Spacing Between Digital Billboards

The TAC DPAD Guide indicates that shorter longitudinal distance (or spacing) between digital billboards increases the distracting effects of billboards in terms of glance duration and frequency away from the road. The distracting effects of digital billboards can be mitigated or

decreased by controlling the 'frame duration[3]' that drivers see and the spacing of digital billboards to reduce the probability of a driver observing multiple billboards and number of frame changes in their field of view. The number of digital billboards within a driver's field of view on his/her approach to the digital billboard represents the number of frame changes. These guidelines are designed to limit a driver exposure to only one frame change as they approach.

The DPAD Guide defines the driver's field of view by a driver's decision sight distance. This assumes that a driver attends to objects at decision sight distance and no further, even though those objects might be visible at a greater distance.

The DPAD Guide recommends a maximum of one digital billboard within a driver's field of view (i.e. a driver's decision sight distance) and indicates that the minimum spacing between digital billboards should be equal to the decision sight distance, which is based on the design speed of the road, and no less than 300 metres. The decision sight distance recommended by the DPAD Guide for a speed of 60 km/h is 235 m. Therefore, a minimum spacing of 300 m would apply for any digital billboards along Ouellette Place posted at a speed of 60 km/h. This minimum spacing of 300 m is satisfied for the proposed digital sign at the 2595 Dougall Avenue property.

5. Digital Billboard Recommended Characteristics

There are certain characteristics of digital billboards that make them different from static billboards. These characteristics include frame duration, transition time and effects, message sequencing and text scrolling, brightness, and animation. By controlling these characteristics, the digital billboards can be made to emulate static advertising signs and therefore result in a similar distracting and road safety effect as static advertisements. The industry practice is to use the following characteristics. TAC DPAD Guide also recommends most of these.

Frame Duration – Frame duration is the length of time that a single static message is displayed on a digital billboard. Generally, as the frame duration decreases, glance duration and frequency tend to increase in anticipation of the next message. The recommendation is to provide frame duration as a measure of travel speed and sight distance to the billboard. By limiting drivers' exposure to up to two messages, the driver distraction can be minimized.

Transition Time and Effects – Transition time is the interval between successive frames. During this transition between frames, special visual effects are sometimes used such as flashing, spinning, fading, dissolving, or some form of animation. The recommendation is to minimize the transition time between successive frames, preferably instantaneous and without any special effects so that drivers do not observe a black screen between advertisements.

Message Sequencing and Text Scrolling – Message sequencing refers to the use of more than one frame presented on a single sign in succession to convey a single message. Text Scrolling involves with the text continuously scrolling across the display. The recommendation is to prohibit Message Sequencing and Text Scrolling to minimize the distraction.

Brightness – Brightness is the appearance of the sign to the driver. It is a function of sign luminance, distance to the sign, background against which the sign is viewed, level of adaptation of the eyes, and atmospheric conditions. It can be measured as luminance (candelas

[3] Frame duration is the length of time that a single static message is displayed on a digital billboard.

per square metre. Luminance refers to light that is emitted from a surface while illuminance is the amount of light falling upon a surface. Most research recommends that brightness should vary with ambient light levels. TAC DPAD Guide recommends that the digital billboards should be able to adjust brightness automatically (equipped with ambient light sensors) to 0.3 candelas per square metre above ambient levels.

Animation – Animation refers to any motion in the advertisement, including video, special effects within a single frame, and transition, movement, and rotation between successive frames. Compared to static signs, digital billboards with these types of dynamic displays can increase glance frequency by 2 to 200 percent, can increase glance duration by 12 percent. Drivers operating in the vicinity of digital billboards tend have less lateral lane control, harder braking, slower reaction time, and lower vehicle speed. The negative road safety effects of animation tend to decrease as sight distance to these signs increases. However, to emulate the digital billboards to static signs, the animation should be discouraged. In addition, digital billboards should not contain flashing, blinking, pulsating or intermittent lights.

Proximity to Traffic Control Devices – Digital billboards are usually illuminated using light-emitting diodes, which are increasingly being used for traffic signals. The digital billboards that are located directly behind traffic signals can make it difficult for drivers to identify traffic signals.

Contrast and Colour – Use of colour impacts the legibility of advertising content. Adequate contrast between the letters and their background increases the overall visibility and clarity of a message, while poor contrast makes it difficult to read under even the best lighting conditions. This in turn can increase driver distraction as it may require longer or multiple glances to fully comprehend a message. Therefore, colour choice and contrast should ensure good legibility for drivers. Advertisements should be designed to avoid the use of colours in combinations or shapes that could be interpreted as a traffic control device.

Symbol and Images – Images/photographs or symbols used as part of advertisements should not depict or mimic traffic control devices. The use of abstract symbols should be minimized and where used, should be accompanied by a text component. The use of highly stylised symbols should be avoided to promote ease of driver comprehension.

6. Field Investigation

Please specify the date

CIMA+ conducted a site visit to evaluate any conditions that may adversely impact the traffic safety if the approved static billboard be converted to an electronic billboard. The following section presents the findings of our field investigation.

6.1. Review of the Approximate Location of the Billboard

CIMA+ conducted a preliminary review of the location of the electronic billboard with respect to a driver's field of view as observed from the SSD (85 m) before the southbound stop line of the intersection where a driver must decide to proceed or stop at the stop line based on the traffic signal indication. If the indication is green or just turning to amber, the most likely decision will be to go. If the indication is already amber at that point, the most likely decision will be to stop.

Figure 3 shows the clear visibility of the intersection and traffic signals on the southbound approach from approximately 85 m – 100 m. The figure also points to the approximate location

of the billboard relative to this point on the road. Clearly it is far away from the traffic signal indications (out of foveal vision) and is not likely to dominate the traffic signal indications at the driver's decision point.

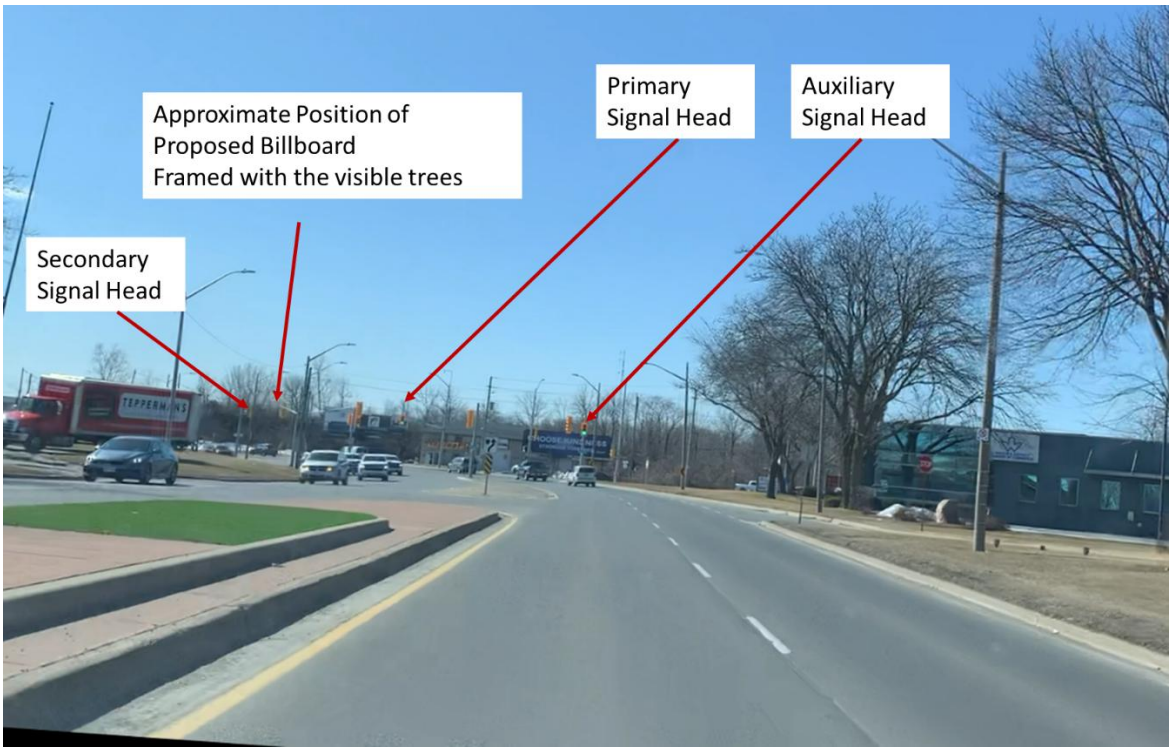


Figure 3: Visibility of Traffic Signal Heads Relative to Potential Billboard Location at Decision Point

6.2. Visibility of the Intersection

Visibility is one of the key factors influencing the level of safety of an intersection. Each quadrant of an intersection should contain a triangular area free of obstructions that might block an approaching driver's view of potentially conflicting vehicles. The recommended dimensions of the clear sight triangles vary with the type of traffic control used at an intersection. According to the Geometric Design Guide for Canadian Roads (the 'Geometric Design Guide'), the vehicle stopped at one approach should be visible to the driver of the vehicle stopped on each of the other approaches. In addition, turning vehicles should have sufficient sight distance to select gaps in oncoming traffic and complete the turning maneuver. Apart from these sight conditions, there are generally no other approach or departure sight triangles needed for signalized intersection.

Based on our field review, motorists were provided with clear and continuous visibility of conflicting streams and of the traffic control devices installed at the intersection. The presence of horizontal curve on the south approach obstructs the visibility of signal heads in the southbound direction. To mitigate that, an auxiliary signal was provided on the north approach. The provided auxiliary signal remains within the clear view of drivers and should be considered

Sign is between Primary and Secondary signal heads

as the dominant signal head. **Figure 4** shows the clear visibility of the intersection and traffic signals on the southbound approach from approximately 30 m of the intersection.

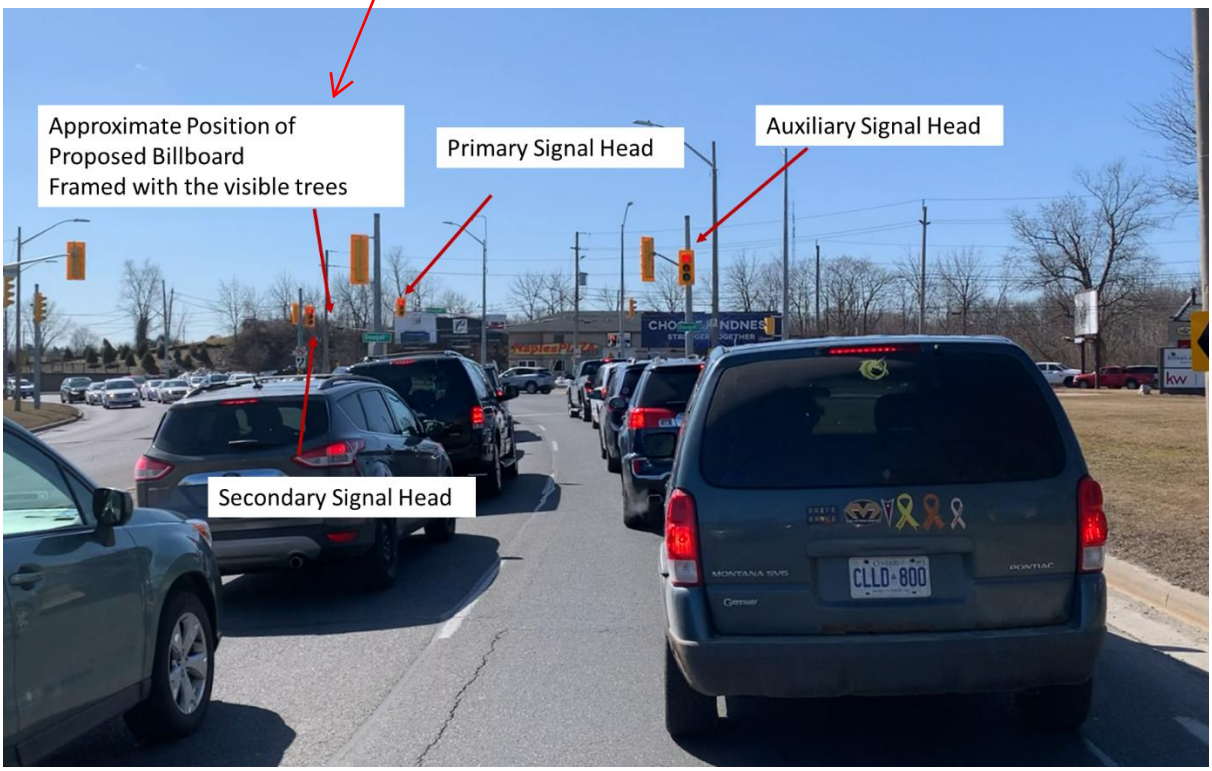


Figure 4: Traffic Signal Visibility at Approximately 30 m from Stop Line

The figure also points to the approximate location of the billboard relative to this point on the road. The billboard at this location is likely to interfere with the secondary signal head. However, the presence of auxiliary signal mitigates any impact. Moreover, the decision point for the drivers is at 85 m and the impact of viewing the billboard from 30 m would be minimal.

The auxiliary signal head also mitigates the impact of horizontal curve on the visibility of the secondary signal. The auxiliary signal head in combination with the primary signal head is likely to dominate the visibility of the billboard (static or digital) within the driver's foveal vision.

As the motorists drive toward the stop line from the 30 m point, the billboard would likely start coming within the foveal vision of drivers. **Figure 5** shows the visibility of the traffic signal heads for drivers waiting at the stop line relative to the approximate location of the billboard. As can be seen the billboard can interfere with traffic signals depending upon the position of the sign. This impact will be only for those drivers who have passed the point where the auxiliary signal head would be visible. However, as these drivers will be stopped, the impact of this interference will be minimal and not different than the approved static sign with illumination. Strategies are available to minimize the impact and are provided in **Section 5**.

Primary and Secondary signal head is in the cone of vision along with the billboard sign

Figure 5: Traffic Signal Visibi

Traffic traveling northbound and making left turns/ attempting to make left turns or traffic travelling westbound and making right turn should also be considered a contributing distraction factor. Given the geographic location of the intersection on a curved roadway, it is important to minimize potential distractions as much as possible to support safe driver decision-making. In addition, this intersection is ranked 27th among the top 50 high-collision intersections, which further reinforces the need to reduce visual and operational distractions in this area.

6.3. Access Management

Another important factor influencing safety at an intersection is the presence of driveways within the functional area of the intersection. Intersections are relatively complex driving environments that require motorists to make several simultaneous decisions to determine a safe and prudent way to proceed. Driveways located near an intersection increase the number of conflict points in areas that require additional driver attention.

At the subject location, given the immediate surrounding land uses, there are no driveways on the southbound approach within the stopping sight distance (85.0 m). Therefore, on the approach where the drivers may be distracted by the subject sign, the risk of conflicts with inbound and outbound maneuvers at driveways is minimal.

6.4. Vulnerable Road Users

The field visit did not note presence of any vulnerable road users. No pedestrian or cycling activity was noted at the intersection. The TMC obtained from the City indicated only four (two at west approach and two at south approach) pedestrians during the nine-hour period. There is no crosswalk on the south approach. Therefore, the pedestrians at the south approach were crossing illegally. The City could consider installing signs to prevent pedestrians making these types of illegal movements.

At the time of the site visit, the only crosswalk marking (on the west approach) was in good condition. Pedestrian heads with pushbuttons were provided. The signal timing plan shows a walk time of 10 seconds and a pedestrian clearance time of 16 seconds, which is consistent with the Ontario Traffic Manual (OTM) Book 12 guidance. Conventional bicycle lanes were present on the west approach for both directions.

Dwell time won't function in conjuction with traffic signal timings. When the signal is green and the Billboard changes display, that will still draw drivers attention away from the roadway

There are no conflict points between vehicles and pede
there are no crosswalks on the north- or south- approa
pedestrians and southbound right turning vehicles on the west approach, where there is a crosswalk. However, as noted above a well delineated crosswalk markings exist, and the pedestrian movement is appropriately regulated with pedestrian signals. The proposed electronic billboard will be facing the southbound walking pedestrians. The distracting effect of the electronic billboard to these pedestrians or vehicles, if any, may not be different from a static billboard. To be on the safer side, the dwell time of the billboard can be restricted to minimum 16 seconds, so that the message on the billboard does not change more than once when a pedestrian is walking within the crosswalk. This will help minimizing any distraction to pedestrians.

If they are approaching the stop bar or at the intersection then Primary and Secondary heads will be in their cone of vision.

Figure 6: Auxiliary Signal Installed in Southbound Direction

For drivers making right turns, the auxiliary signal provided on the right side as shown in **Figure 6** is expected to dominate their attention minimizing any distracting effects of the billboard. Like for pedestrians, a longer dwell time will further help in minimizing any additional distracting effect, if an electronic billboard is used instead of a static billboard.

6.5. Horizontal Curvature

The north approach of the intersection essentially consists of a tangent section with a curve beginning near the stop line in the southbound direction. The curve obstructs the visibility of the

secondary signal head for the southbound drivers. This was effectively mitigated by providing an auxiliary signal head on the right side of the north approach as shown in **Figure 6** above.

Horizontal curves are visually demanding. On a tangent section, drivers can maintain appropriate lane position and heading angle by looki
vision to detect lane markings. On a curve, the curre
lane are visually separated, and drivers must look in
demand. It is recognized that any type of billboard (static or electronic) in the vicinity of a curve, which provides non-essential information for the driving task, will impose additional workload on drivers.

Intersection location and sign placement do matter

The City has permitted the installation of a static billboard at this location. It is very common for jurisdictions to accept the road safety impacts of static billboards. However, the road safety impacts of electronic billboards are not known. It is a common practice to regulate the electronic billboards so that they are perceived by drivers as static billboards. This can be achieved by regulating sign characteristics, such as frame duration, transition time and effects, message sequencing, and brightness as indicated in **Section 5**. By doing that the road safety impacts of electronic billboards can be approximated to the impacts of static signs. This implies that road safety impact of the proposed electronic billboard, if any, can be made similar to the permitted static billboard by adjusting different characteristics. The recommendations are provided in **Section 7.2.2**.

The most critical factor that makes an electronic billboard different than a static billboard in terms of safety impacts of billboards is the number of frames changes a driver can observe while approaching a billboard. By redu
distracting effects of electronic billboar
the best practices, the number of fram
exceed 2. The TAC DPAD Guide sugg
billboards are similar to static signs. U
decision point to make stop or go deci
which is approximately 106 m from the
would be approximately 191 m from th
is not expected to have distracting effe
of the drivers' cone of vision as stated
to make the electronic billboard act as
the signal (i.e., those who do not encou
decision point onwards towards the billboard).

Frame durations are not synchronized with the traffic signal or pedestrian head signal timings. From a safety perspective, this presents a significant concern. As drivers approach the intersection, any change in the digital display regardless of whether the duration is 12 seconds or 16 seconds can draw their attention away from the roadway at a critical moment.

The City is committed to advancing its Vision Zero objectives, which prioritize the elimination of traffic-related fatalities and serious injuries. Allowing additional sources of distraction near a high-risk intersection is inconsistent with our goals.

Considering an operating speed of 60 km/h and when the traffic signal indication is green, a driver can pass this 191 m in approximately 12 seconds. Which means a billboard with a frame duration of 12 seconds will change frame only once. With a frame duration of 16 seconds based on pedestrian clearance time, the probability of frame change during 191 m of travel will be very low and the impact of the billboard will be like a static billboard.

7. Findings and Recommendations

Based on the review of background information, review of DPAD Guidelines, and field investigation, we are of the opinion that the road safety impact of the proposed electronic billboard would not exceed the road safety impact of the permitted static billboard with

illumination by adopting certain sign characteristics and appropriate placement of the sign. Our specific findings and recommendations are provided below.

7.1. Findings

7.1.1. Compliance with the City of Windsor By-law

Not meeting our by-law

The City of Windsor Sign By-law with respect to electronic billboar
aspects as compared to the recommendations of the DPAD Guide
the DPAD Guide are based on the application of human factors and road safety engineering principles.

In terms of the distance requirements, the proposed location of the billboard is 106 m after the stop line of a nearby intersection against the requirements of 110 m based on the Sign by-law. However, this variance is very minimal.

In terms of spacing between digital billboards, the proposed location is at approximately 300 m from an existing double-sided sign installation at 130 Ouellete Place. The sign face which is oriented in the same direction of travel as the proposed electronic sign is not an electronic changing copy or digital display. Therefore, the installation of the proposed sign at 2595 Dougall Avenue would not conflict with Subsection 6.3.17.ii of the City of Windsor Sign By-law.

7.1.2. Static Billboard Vs. Electronic Billboard

Not in agreemetn with the statement. Static Billboards are different that Electronic billboard

All types of billboards (static or electronic) provide a type of infor
the driving task representing a source of distraction to road users and there may be a subsequent increase in risk of collisions. It is very common for jurisdictions to accept the road safety impacts of static billboards. The City has already approved a static billboard for this location. It is a common practice to regulate the electronic billboards so that they are perceived by drivers as static billboards.

The most critical factor that makes an electronic billboard differe
terms of their safety implications, is the number of frames chan
reducing the number of frames changes a driver observes, the
billboards can be decreased to those of static billboards.

The proposed sign location has the potential to interfere with driver visibility, particularly for motorists approaching or passing through the intersection

7.1.3. Impact on Approaching Vehicle from the SSD from Stop Line and on Stop Line

The proposed billboard location is in proximity of the intersection where adequate traffic control devices with proper visibility are provided. The proposed location of the billboard is such that it is not likely to interfere with drivers' visibility as observed from the SSD where a driver must decide to proceed or stop at the stop line based on the traffic signal indication.

The proposed billboard location may interfere with the visibility of traffic signal heads for drivers stopped at the stop line. This interference, if any, will be like the already approved static billboard with illumination and can be mitigated simply by adjusting the position or height of the sign ensuring that it is not directly behind the signal head. The brightness of the electronic billboard can be controlled not to produce distracting effect compared to a static billboard with

illumination. Appropriate colour choice and contrast of the advertisements can also ensure good visibility of the traffic signal. Moreover, if one of the traffic signal heads is clearly visible at the stop line, it will mitigate the impact of any interference of the billboard because of its visibility behind the traffic signal head.

When the southbound signal turns green and vehicles begin moving, a simultaneous change in the digital billboard display can distract drivers. At the same time, westbound right-turning traffic, northbound left-turning vehicles completing a protected phase, and drivers attempting to follow the tail-end of the left-turn arrow all contribute to multiple conflict points. A display change during these overlapping maneuvers can reduce driver attention and impair decision-making, increasing the risk of unsafe movements within the intersection.

7.1.4. Impact of Horizontal Curve

The south approach of the intersection consists of a horizontal cu visibility of the secondary signal head for the southbound drivers. effectively by providing an auxiliary signal head.

This horizontal curve can be a source of high workload, and the p impose additional workload on drivers. The additional impact of u instead of already approved static billboard, if any, can be reduce selecting specific sign characteristics, such as frame duration, tra message sequencing, and brightness as indicated in **Section 5**.

7.1.5. Impact on Pedestrians

The proposed billboard location is expected to have minimal impa present at the intersection. There are no conflict points between v southbound direction as there is no crosswalk on the north and south approaches. The proposed billboard will be facing the southbound walking pedestrians. The distracting effect of the electronic billboard to these pedestrians or vehicles, if any, may not be different from a static billboard. As noted above, by limiting the number of frames changes a pedestrian observes the distracting effects of electronic billboards can be decreased to those of static billboards.

Unlike static signs, which remain constant, electronic billboards can change their display at any moment. As noted earlier, pedestrian signal head timings do not operate in coordination with billboard display changes. This means the display may change while a pedestrian is actively crossing the intersection. Such mid-crossing visual changes can draw a pedestrian's attention away from their surroundings, increasing distraction and potentially compromising their

7.2. Recommendations

CIMA+ recommendations to ensu billboard are minimized and do n

7.2.1. Recommended Locati

The distance requirements of ele sound engineering practices. TAC DPAD Guide provides the guidelines for establishing restriction areas around traffic signals based on human factor and road safety principles considering driver's cone of vision and level of distraction from the drivers' point of view when approaching the digital boards. The precise location of the proposed electronic billboard should meet the guidelines provided in **Section 0** and should be outside of the restriction area or foveal vision estimated at SSD (85 m from the stop line). A graphical representation of the restriction area with a recommended location of the billboard is provided in **Appendix A**. Target Outdoor identified the precise location (outside of the billboard restriction area) with precise height and width to the scale with the help of a scissor lift as shown in **Figure 7**..

Figure 7: Precise Location of the Billboard

The location was further analyzed to determine the interference of the billboard with the traffic signals at the intersection. The location was reviewed at different distances, and the findings are provided below.

Visibility at Approximately 90m from Stop Line

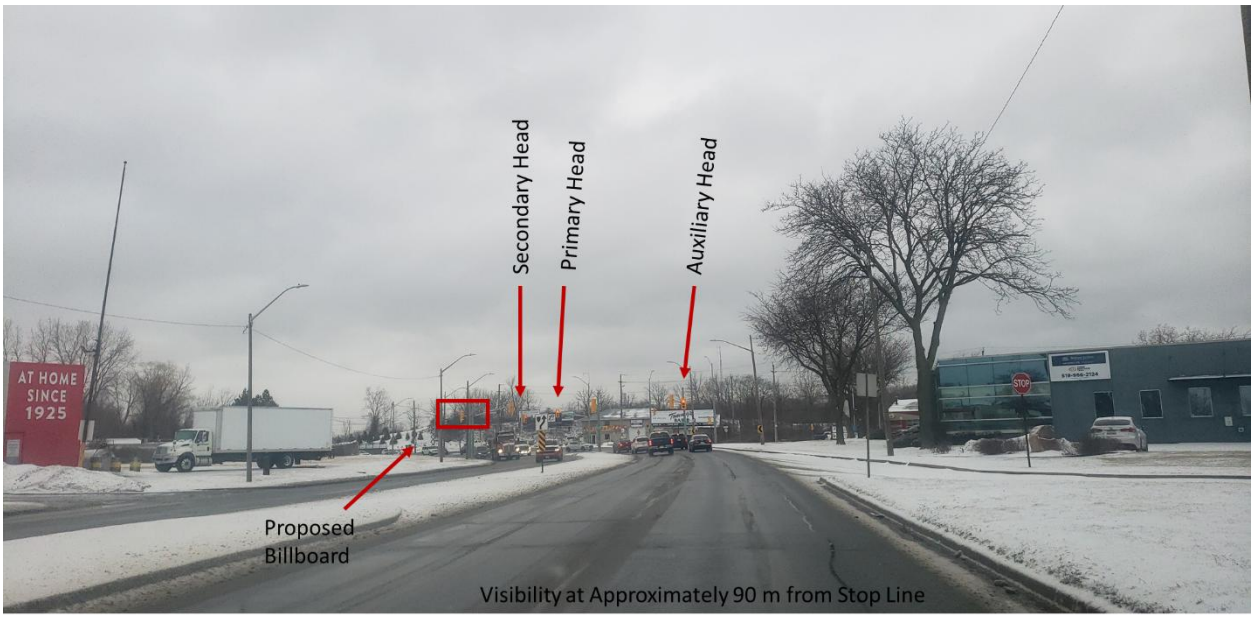


Figure 8: Visibility at 90 m from Stop Line

As shown in **Figure 8**, the billboard at this location is not expected to interfere with any of the signal heads. The billboard and the secondary signal head will be out of a driver's foveal vision. At the drivers' decision point, which is 85 m upstream of the stop line, all signal heads are expected to be clear from the billboard.

Visibility at Approximately 60m from Stop Line

Figure 9: Visibility at 60 m from Stop Line

As shown in **Figure 9**, the billboard at this location is not expected to interfere with any of the signal heads.

Visibility at Approximately 30m from Stop Line

Figure 10: Visibility at 30 m from Stop Line

As shown in **Figure 10**, the billboard at this location is expected to be aligned only with the secondary signal head. The secondary signal head is not important at this location as both auxiliary and primary signal heads will dominate.

Visibility at Approximately 15m from Stop Line

Figure 11: Visibility at 15 m from Stop Line

As shown in **Figure 11**, the billboard at this location is expected to be aligned with the secondary signal head only. There will likely no interference of the primary and auxiliary signal heads. The secondary signal head is not important at this location as both auxiliary and primary signal heads will dominate.

Visibility at Stop Line

Figure 12: Visibility at Stop Line

As shown in **Figure 12**, at the stop line, the line of sight of the billboard and primary and secondary signal heads are not likely to overlap with each other. The billboard is not expected to align with these signal heads. Therefore, the impact expected to be minimal.

Based on the above analysis, we conclude the following:

- At the drivers' decision point, the proposed billboard location and the secondary signal head will be out of the drivers' foveal vision. All three signal heads are expected to be clear of the proposed billboard. It should be noted that the secondary signal head at this location is not relevant, as two signal heads will be clearly visible.
- At approximately 30 m, and 60 m distances from the stop line at least two signal heads (auxiliary and primary) are expected to remain clear of the proposed billboard location.
- At approximately 15 m distance from the stop line, auxiliary and primary signal heads are expected to remain clear of the proposed billboard location.
- At the stop line, the line of sight of the billboard and primary and secondary signal heads are not expected to overlap with each other.
- Based on the above discussion, the proposed billboard location is expected to always be clear of minimum two signal heads and the impact is expected to be minimal.

7.2.2. Sign Characteristics

The following sign characteristics are recommended so that the proposed electronic billboard is perceived by drivers as a static billboard, similar to the one already approved for this location.

- The drivers should not be exposed to more than two messages while driving. Likewise, pedestrians should not be exposed to more than two messages while walking in the crosswalk controlled by a signal.

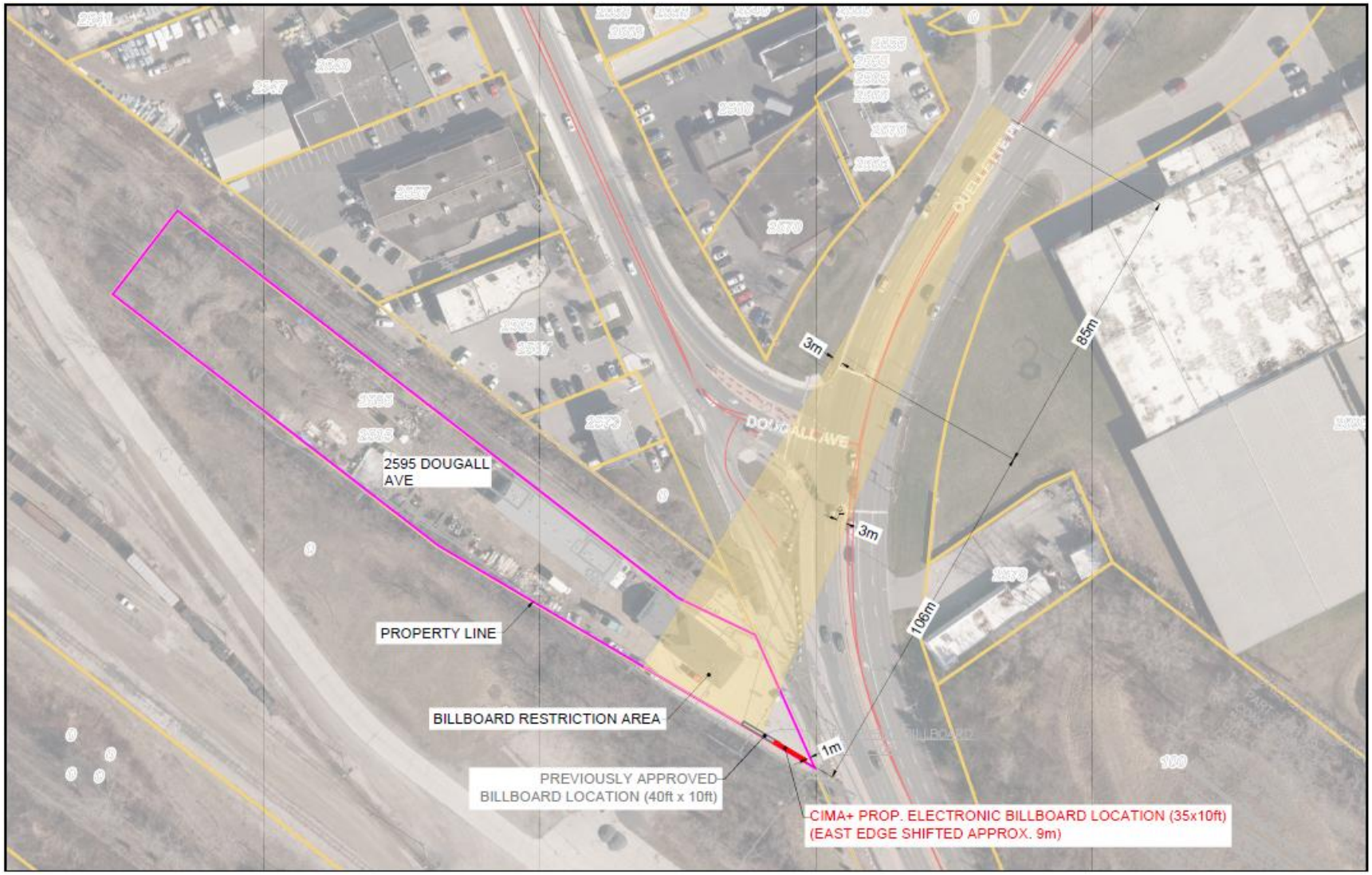
- The transition time between successive frames should be instantaneous and without any special effects so that drivers do not observe black screen between advertisements.
- There should be absolutely no Message Sequencing and Text Scrolling.
- The electronic billboard should be provided with ambient light sensor so that the brightness adjusts to 0.3 candelas per square metre above ambient levels.
- The location of the billboard must be selected to ensure that, at all times, at least two traffic signal heads remain clearly visible and are not visually framed against the billboard in the background. Advertisements should be designed to avoid the use of colours that conflict with traffic signal indications, ensuring that traffic signals remain clearly visible to drivers.
- The billboard should not contain flashing, blinking, video, scrolling, pulsating or intermittent lights. There should be no motion changes in luminance or any effects that create the illusion movement.
- Images/photographs or symbols used as part of advertisements should not depict or mimic traffic control devices. The use of abstract symbols should be minimized and where used, should be accompanied by a text component. The use of highly stylised symbols should be avoided to promote ease of driver comprehension.

7.2.3. Frame Duration

It is recommended that a minimum frame duration of 16 seconds be used so that pedestrians walking on the west crosswalk facing the billboard do not observe more than two messages. This 16 second frame duration will also ensure that the drivers approaching the billboard will not observe more than two frame changes during the green indication at the intersection. With this frame duration, the electronic billboard is likely to be perceived as the already approved billboard.

A

Appendix A – Recommended Electronic Billboard Location


2595 DOUGALL AVE
PROPERTY LINE
BILLBOARD RESTRICTION AREA
PREVIOUSLY APPROVED BILLBOARD LOCATION (40ft x 10ft)
CIMA+ PROP. ELECTRONIC BILLBOARD LOCATION (35x10ft) (EAST EDGE SHIFTED APPROX. 9m)
3m
3m
85m
106m
1m

SUBMITTED BY CIMA CANADA INC.
400–3027 Harvester Road
Burlington, ON, L7N 3G7
T: 289 288-0287 F: 289 288-0285
cima.ca

RESPONSE FROM CIMA+

Target Outdoor

Traffic Study for Billboard Installation at 2595 Dougall Avenue in Windsor – October 2025

Comment ID	Page	Comment	CIMA+ Response
1.	1	Not meeting the by-law	Already addressed in the report
2.	2	Data is outdated. Also, it was during COVID period	We can repurchase new data and update, if needed. However, we did not observe any material changes in traffic operations that would affect the findings or conclusions of this report.
3.	3	Please confirm the source of this data. It's outdated	Data was purchased from the city in 2021. We can repurchase and update, if needed. The recommended 16-second frame duration is based on pedestrian clearance time, with the intent that pedestrians using the west crosswalk, and facing the billboard, are not exposed to more than two message changes during a single crossing. Even if there are changes to signal timing, the pedestrian clearance time is not expected to increase, as it is primarily governed by crossing distance and assumed walking speed. Should the pedestrian clearance time increase, we would be open to revisiting and adjusting the recommended frame duration accordingly.
4.	3	Dougall/Ouellette Intersection is on a curved roadway so below reference will impact the measurement	The purpose of these measurements is to define the restriction area along the driver's line of sight, extending from the Stopping Sight Distance (SSD) to the Decision Sight Distance (DSD). This delineation is used to confirm that the billboard is located outside the restriction area. The required SSD of 85 m is not influenced by the presence of the horizontal curve and therefore remains unchanged. At this location, SSD represents the point at which a driver must perceive a condition and decide whether to stop or proceed. The DSD is applied to define the downstream extent of the restriction area, reflecting the distance required for drivers to detect, recognize, and respond to more complex information. As such, the restriction limits are established along the line of sight, and the horizontal curvature does not affect these measurements. The implications of the horizontal curve are addressed separately in Section 6.5.
5.	3	Billboard will be in the cone of vision when the driver is at the intersection	The proposed digital billboard will be located within the driver's cone of vision at the stop line, consistent with the previously approved static billboard. To accommodate the digital display, it is recommended that the billboard not be positioned directly behind a traffic signal head when viewed from the stop bar, in order to avoid potential visual interference. In addition, the billboard's operating characteristics, particularly brightness and colour, should be appropriately controlled to minimize any potential interference with the visibility and recognition of traffic signal indications.
6.	4	It's approximately 44 m	This change is not expected to have any impact, as the restriction area was graphically delineated in CAD using the actual positions of the traffic signal heads.
7.	6	Please specify the date of site visit	The site visits were conducted on the following dates: March 5, 2021 July 25, 2025
8.	8	Sign is between Primary and Secondary signal heads	This is correct. But there is also an additional signal head (auxiliary signal head) available on the right side.
9.	8	Primary and Secondary signal head is in the cone of vision along with the billboard sign	Same as ID 5.
10.	9	Traffic traveling northbound and making left turns/attempting to make left turns or traffic travelling westbound and making right turn	• There is no expected impact of the proposed billboard on northbound or westbound drivers, as the billboard will not be visible for these movements.

RESPONSE FROM CIMA+

Comment ID	Page	Comment	CIMA+ Response
		should also be considered a contributing distraction factor. Given the geographic location of the intersection on a curved roadway, it is important to minimize potential distractions as much as possible to support safe driver decision-making. In addition, this intersection is ranked 27th among the top 50 high-collision intersections, which further reinforces the need to reduce visual and operational distractions in this area.	• The horizontal curve is acknowledged as a relevant factor. To address this, it is recommended that the billboard's operating characteristics be appropriately controlled so that the overall risk level remains comparable to that of the previously approved static billboard. • With respect to the high-collision intersection, it is similarly recommended that the billboard characteristics be controlled to maintain a risk level as close as reasonably possible to that of a static display. It is noted that the authors are not aware of any established or widely accepted methodology to directly quantify or compare the safety risks between static and digital billboards.
11.	10	Dwell time won't function in conjunction with traffic signal timings. When the signal is green and the Billboard changes display, that will still draw drivers' attention away from the roadway	• We acknowledge that some level of risk will remain, as billboards inherently attract driver attention, even in the absence of traffic signals. Regardless of whether the billboard is static or digital, both convey non-essential information to drivers. Accordingly, the objective is to minimize this risk to the greatest extent practicable.
12.	10	If they are approaching the stop bar or at the intersection, then Primary and Secondary heads will be in their cone of vision.	• The primary and secondary signal heads are likely to fall within the driver's cone of vision; however, the most dominant indication immediately prior to the right turn is expected to be the auxiliary signal head. The presence of this auxiliary signal head is anticipated to assist in mitigating any potential impact of the proposed billboard.
13.	11	Intersection location and sign placement do matter	• We agree with the city that the intersection context is an important consideration. Our position is that, if a static billboard is considered acceptable at this location, a digital billboard may also be acceptable, provided that appropriate controls are implemented. At present, there is no established or widely accepted methodology to quantitatively compare the relative safety risks of static versus digital billboards. While digital displays may be perceived to introduce additional risk, this can be mitigated by applying stringent controls on sign characteristics (e.g., brightness, transition, and content), with the objective of maintaining a risk level comparable to that of a static billboard.
14.	11	Frame durations are not synchronized with the traffic signal or pedestrian head signal timings. From a safety perspective, this presents a significant concern. As drivers approach the intersection, any change in the digital display regardless of whether the duration is 12 seconds or 16 seconds can draw their attention away from the roadway at a critical moment. The City is committed to advancing its Vision Zero objectives, which prioritize the elimination of traffic-related fatalities and serious injuries. Allowing additional sources of distraction near a high-risk intersection is inconsistent with our goals.	• We acknowledge the City's concern regarding potential driver distraction associated with changes in the digital display, particularly in proximity to the intersection. It is recognized that any billboard, whether static or digital, introduces a degree of non-essential visual stimulus, and therefore some level of residual risk is inherent. Notably, a static billboard has already been approved at this location, indicating that a baseline level of risk has been deemed acceptable within the context of the site. • While digital displays may introduce additional considerations due to periodic content changes, these effects can be mitigated through appropriate operational controls (e.g., minimum dwell times, instantaneous transitions, and restrictions on animation), with the objective of maintaining a level of driver distraction comparable to that of a static display. In this context, the characterization of the risk as "significant" would benefit from further clarification or supporting criteria. • With respect to synchronization, further input from the proponent (Target Outdoor) may be required to confirm whether coordination with traffic signal or pedestrian signal timing is feasible and whether such measures would provide a meaningful safety benefit.
15.	12	Not meeting our by-law	• Agreed, and already addressed in the report
16.	12	Not in agreement with the statement. Static Billboards are different that Electronic billboard	• It is acknowledged that static and electronic billboards are inherently different. However, electronic billboards can be regulated to operate in a manner that closely emulates static displays (e.g., through fixed dwell times, instantaneous transitions, and restrictions on animation), such that their potential for driver distraction is comparable to that of static signage. • At present, there is no established or widely accepted methodology to quantitatively assess or compare the relative distraction effects of static versus digital billboards. As such, current practice relies on controlling operational characteristics to manage potential impacts and maintain consistency with the performance of static displays.

RESPONSE FROM CIMA+

Comment ID	Page	Comment	CIMA+ Response
17.	12	The proposed sign location has the potential to interfere with driver visibility, particularly for motorists approaching or passing through the intersection	• The proposed sign location is consistent with that of the previously approved static billboard and, as such, does not introduce any new or additional visibility constraints. Any potential impact on driver visibility at this location has already been considered within the context of the approved static display.
18.	13	When the southbound signal turns green and vehicles begin moving, a simultaneous change in the digital billboard display can distract drivers. At the same time, westbound right-turning traffic, northbound left-turning vehicles completing a protected phase, and drivers attempting to follow the tail-end of the left-turn arrow all contribute to multiple conflict points. A display change during these overlapping maneuvers can reduce driver attention and impair decision-making, increasing the risk of unsafe movements within the intersection.	• The concern regarding potential distraction during complex traffic movements is acknowledged. To mitigate this, a longer minimum frame duration of 16 seconds is proposed. This approach is intended to limit the frequency of display changes, such that drivers are not exposed to more than two messages while approaching and traversing the intersection, thereby reducing potential distraction during critical manoeuvres. • This approach is consistent with guidance from the TAC DPAD Guide, which indicates that minimum frame durations should be set so that drivers are not exposed to more than two messages per display during a typical viewing period. By limiting message changes, the likelihood of a display transition coinciding with critical driving tasks is reduced.
19.	13	Unlike static signs, which remain constant, electronic billboards can change their display at any moment. As noted earlier, pedestrian signal head timings do not operate in coordination with billboard display changes. This means the display may change while a pedestrian is actively crossing the intersection. Such mid-crossing visual changes can draw a pedestrian's attention away from their surroundings, increasing distraction and potentially compromising their safety.	• Same as ID 18
20.	19	Sign is between Primary and Secondary signal heads	• Same as ID 8

Appendix D – Approved 2020 Permit for a Poster Billboard at 2595 Dougall Ave

THE CORPORATION OF THE CITY OF WINDSOR
PLANNING AND BUILDING DEPARTMENT
BUILDING DIVISION

John Revell, MCIP, RPP
Chief Building Official

DATE (MM-DD-YYYY):	[06-19-2020]		
ADDRESS: P#(PERMIT NUMBER)	[2595 Dougall Avenue]		P#20-[253937]
REVIEWED BY:	If you have any questions regarding the review of these drawings please contact:		
ZONING REVIEW:	Enrique Silveyra, CSR	519-255-6267 ext 6892	esilveyra@citywindsor.ca
PERMIT REVIEW:	Walid Hawilo, Plan Review	519-255-6267 ext 6805	whawilo@citywindsor.ca

TABLE OF CONTENTS:

INSTRUCTIONS: It is the responsibility of the Applicant to print a **full size** set of the entire, reviewed permit package to keep on site and be available for inspection purposes at any time.

Building Department
350 City Hall Square W
2nd Floor, Suite 210
Windsor, Ontario N9A 6S1
TEL: 519-255-6267
EMAIL: buildingdept@citywindsor.ca

SIGN PERMITS

RESPONSIBILITY OF THE OWNER

---

1. It is the responsibility of the owner to conform to the requirements of:
    a. The 2012 Ontario Building Code, and
    b. The City of Windsor Sign By-law 250-2004 (as amended)

2. Contact Ontario One Call to locate underground infrastructure before work starts. www.on1call.com or 1-800-400-2255

3. New signs and/or extensions to existing signs must maintain a required setback from overhead and underground power lines and pad mount transformers. Setbacks and minimum clearances are identified in safety regulations such as the Ontario Electrical Safety Code, the Ontario Building Code, and Hydro One Distribution Standards. www.hydroone.com or 1-888-664-9376

4. Issued permit drawings shall be kept at the job site and the building permit notice shall be posted in a conspicuous location on the property.

5. A sign permit will expire if construction of the sign is not commenced within a six-month period from the date of issuance. If the permit is issued and then expires, no refund will be granted.

6. **CERTIFICATE OF CONFORMANCE**

    ☑ A Certificate of Conformance letter shall be submitted by a Professional Engineer prior to occupancy of the building.

2595 Dougall Ave, P#20-253937, R#3739-080-010-00700-0000

ONTARIO BUILDING CODE INFORMATION

Building Department
350 City Hall West 2nd Floor
Windsor, Ontario N9A 6S1
TEL: 519-255-6267
EMAIL: buildingdept@citywindsor.ca

1. The standards referenced in Division B, Part 1 of the Ontario Building Code, must be complied with and include the following:
   a. Wood – CAN/CSA-086-09
   b. Plain, Reinforced Masonry – CSA-S304.1-04
   c. Plain, Reinforced and Pre-stressed Concrete – CAN/CSA-A23.1-09
   d. Structural Steel – CAN/CSA-S16-09
   e. Parking Structures – CSA S413-07
2. A building shall not be located beneath existing above ground electrical conductors.

   Where a building is to be constructed in proximity to existing above ground electrical conductors, the horizontal clearance from the maximum conductor swing to the building shall comply with Subsection 3.1.19., Division B, Part 3 of the Ontario Building Code.
3. Where a portion of a Part 3 Building is more than 8 m above ground level, anchor system complying with CSA Standard Z91 shall be provided for suspended maintenance and window cleaning operations, if they are intended to be carried out on the building exterior.
4. Openable windows in residential suites shall be provided with protection to minimize the hazard to children on accordance with Article 3.3.4.8., Division B, Part 3 of the Ontario Building Code.
5. Buildings more than 6 storeys in building height shall be provided with emergency access from exit stairs to floor areas in conformance with Article 3.4.6.18., Division B, Part 3 of the Ontario Building Code at:
   a. any floor area designated as an area of refuge,
   b. floor areas located at intervals of 5 storeys or less, and
   c. at least one of the three highest storeys.
6. Where the emergency lighting is required by the Ontario Building Code, it shall be provided to average levels of not less than 10 lx at floor level.
7. Exit sign location, lettering, colouring, background, circuitry, etc., shall comply with the requirements of the Ontario Building Code.
8. Smoke alarms conforming to CAN/ULC-S531 shall be:
   a. installed in each dwelling unit and in each sleeping room not within a dwelling unit, and
   b. located as required by Article 3.2.4.22., Division B, Part 3 and Article 9.10.19.3., Division B, Part 9 of the Ontario Building Code.
9. Openings in fire separations required to have a fire resistance rating shall be protected with labeled closures in such locations and shall conform to the separations except under the specific conditions set out in the Ontario Building Code.
10. Combustible piping shall not penetrate and fire separations required to have a fire resistance rating or be used in any system, that penetrate such separations except under the specific conditions set out in the Ontario Building Code.
11. Combustible piping shall not be used in building required to be of non-combustible construction, except as provided in the requirements of Article 3.1.5.16. and Subsection 3.1.9., Division B, Part 3 of the Ontario Building Code.
12. Interior finish materials must satisfy the flame spread and smoke developed rating requirements of the Ontario Building Code for the location in which they are installed. The owner or authorized agent must furnish proof upon request that the interior finish material meet these requirements.
13. Foamed plastic insulation shall be installed and protected in accordance with:
   a. Article 3.1.4.2. in buildings of combustible construction
   b. Article 3.1.5.12. in buildings required to be of non-combustible construction.
14. As regulated by Section 3.8., Division B, Part 3 of the Ontario Building Code, all buildings and their facilities must be designed so that they can be approached, entered, and used by persons with physical or sensory disabilities. This includes the following:

building access	elevators	listening devices	washroom facilities
parking access	pull stations & other controls	seating	showers
ramps/stairs	telephone counters	drinking fountains	

15. Buildings shall be designed and constructed to be energy efficient in conformance with Article 12.2.1., Division B, Part 12 of the Ontario Building Code.

2595 Dougall Ave, P#20-253937, R#3739-080-010-00700-0000

COMMITMENT TO GENERAL REVIEW BY ARCHITECT AND OWNER

PART A – TO BE COMPLETED BY OWNER

Project Description:
ADVERTISING DISPLAY STRUCTURE

Permit Application No.: 04/27/2020

Address of Project: 2595 DOUGALL AVE WINDSOR ON

Municipality: WINDSOR

WHEREAS the building code requires that the project described above be designed and reviewed during construction or demolition by an architect, a professional engineer or both that are licensed to practice in Ontario, and
WHEREAS Ontario law prohibits the construction or demolition of a building if a permit has not been issued to authorize it, and
WHEREAS architects and engineers are prohibited by law from undertaking general review of construction if a permit has not been issued,
NOW THEREFORE the Owner, who intends to construct or demolish or have the building constructed or demolished, hereby confirms that:

1. The undersigned architect and/or professional engineers have been retained to provide general review of the construction or demolition of the building to determine whether the work is in general conformity with the plans and other documents that form the basis for the issuance of a permit, in accordance with the performance standards of the Ontario Association of Architects (OAA) and/or Professional Engineers Ontario (PEO);
2. All general review reports by the architect and/or professional engineers will be forwarded to the Chief Building Official;
3. Should any retained architect or professional engineer cease to provide general review for any reason during construction or demolition, the Chief Building Official will be notified in writing immediately, and another architect or engineer will be appointed so that general review continues without interruption; and
4. Construction or demolition will only be undertaken if an architect and/or professional engineers are retained to undertake general review, and a permit authorizing the proposed construction or demolition has been issued.

The undersigned hereby certifies that he/she has read and agrees to the above

Owner's Name: 1339536 Ontario Ltd.
Date:

Owner's Address:
Telephone: (519) 796-0555

Signature of Owner (or authorized agent): Angelo Lunetta
Print Name: Angelo Lunetta
Fax: (519) 966-9134

Coordinator of the work of all consultants:
Telephone:

Address:
Fax:

PART B – TO BE COMPLETED BY CONSULTANTS

The undersigned architect and/or professional engineers hereby certify that they have been retained to provide general review of the parts of construction or demolition of the building indicated, to determine whether the work is in general conformity with the plans and other documents that form the basis for the issuance of a permit, in accordance with the performance standards of the OAA and/or PEO.

ARCHITECTURAL **STRUCTURAL** MECHANICAL ELECTRICAL SITE SERVICES OTHER:
Consultant Name: S.P. Hart & Associates Ltd. Signature: 2595 Dougall Ave Print Name: SEAN HART, P.ENG Date: Feb 27/2020
Telephone: C: 416-209-8098 Address: #412-120 Carlton St. Toronto, ON, M5A 4K2

ARCHITECTURAL STRUCTURAL MECHANICAL ELECTRICAL SITE SERVICES OTHER:
Consultant Name: Signature: Print Name: Date:
Telephone: Address:

ARCHITECTURAL STRUCTURAL MECHANICAL ELECTRICAL SITE SERVICES OTHER:
Consultant Name: Signature: Print Name: Date:
Telephone: Address:

ARCHITECTURAL STRUCTURAL MECHANICAL ELECTRICAL SITE SERVICES OTHER:
Consultant Name: Signature: Print Name: Date:
Telephone: Address:

EABO standard form. Endorsed by OAA, PEO and Ontario Building Officials Association 08/2008

S.P. Hart & Associates Ltd.

June 12, 2020

Our Ref No. 20751.2

GRACIOUS Outdoor Media Inc.
1066 Glengrove Avenue
Toronto, ON M6B 2K2
Tel: 416-707-7684; 416-708-6037 Email: roydzekol@gmail.com

Attention: Mr. Roy Dzeko
Dear Roy:

Re: Design Calculations 10'x40'-PP-FF-SS-9M
2595 Dougall Avenue, Windsor, ON

As per your request, enclosed are the Design Calculations for a 10'x40' single sided cantilevered poster panel structure 9M high.

The design calculations attached were requested by the Windsor Building Department in order to review our design. The attached calculations are part of a Building Permit Application and are for information and coordination purposes only and as such are not intended to be a warranty nor guarantee on the final as-built structure.

The structural calculations are limited by the design assumptions and extent of structural members considered. They are not meant to be exhaustive, but rather to give an overview of some of the design considerations for some of the main members.

The engineering stamp on the drawings and calculations indicate that the calculations are copyrighted. The Building Department may be infringing on our copyright if they make copies for distribution, particularly if the copies are used on any other project than this site. Breach of copyright by an Engineer may be considered Professional Misconduct per PEO Guidelines.

Copying, dissemination and distribution of the stamped, signed documents by another Engineer, particularly for another project, may constitute Professional Misconduct under the provisions of the Engineers Act.

Fines for breaching PEO Guidelines and misuse of stamped documents by Professional Engineers and the general public are between $10,000 and $25,000.

1.0 Loads

1.1 Wind Loads

As part of our design calculations, we determined the wind loads on the advertising display in accordance with the Ontario Building Code for flat plates as follows:

1.1.1a) LED Advertising Display - Wind Loads Perpendicular to Sign Face

$F_{n1} = C_{f1} \cdot q \cdot Cg \cdot Ce \cdot H \cdot L$ where

C_{f1} is a factor depending on the ratio of length to height of the advertising display.
Ce is an exposure factor based on the overall height of the structure
q is the local one in 50 year wind load
C_g is a gust factor (we have used 2.5 as an additional safety factor over 2.0)
H·L is the height times the length of the advertising display
(see attached calculations) **OK.**

To determine the wind forces on the column (24 inches-0.61m) diameter F_{n2}, the shape factor C_{f2} is determined in accordance with NBC Commentary based on the ratio of the height to the diameter *(see attached calculations)* **OK.**

Once each of the wind loads on the projected area of the advertising display and column are known, the moments can be determined based on the distance between the centroid of the area (i.e. advertising display panel and column) and the resisting element, whether it is the column, anchor bolts, base plate or footing.

1.2 Dead Loads

Because the advertising display is one sided, the offset of the dead load of the panel poster in the same x - direction will generate a further dead load moment in the direction of the major wind loads *(see attached calculations)* **OK.**

2.0 Resistance

The weight of all the structural steel and LED panels act as a compressive load for bearing on the soil.

2.1 Soil Resistance

The dead loads to be calculated acting on the soil under the footing are a) panel poster; b) stuctural steel; c) torque tube; d) column; e) connections; f) reinforcing concrete caisson **OK**

The caisson will resist the overturning moments by soil resistance on each side approximately - 2/3 of the top portion and 1/3 of the bottom portion in the opposite direction creating a moment - resistance horizontal couple in the soil.

The toe of the caisson on one side achieves greatest soil pressure and it is therefore important to determine the actual bearing pressure does not exceed the allowable bearing capacity of the existing soil *(see attached calculations)* **OK.**

2.2 Caisson and Reinforcing Steel

The factored moment at footing level is known. With $f_c' = 30$ MPa, and a known depth and size of reinforcing steel as shown on the drawings, it can be confirmed whether the reinforcing steel is adequate *(see attached calculations)* **OK.**

120 Carlton Street, Suite 412, Toronto, Ontario, M5A 4K2

2.3 Anchor Rods

There are (4) 2" (50mm) diameter anchor rods on each side of the base plate in the main (x) direction. The allowable resistance of A325 anchor rods is due to numerous factors:

Per Table 12.5 (b) Factored resistance for single A325 anchor rods subject to tensile loads (F_c') = 30 MPa and checking for

- N_{st} - tension strength of anchor (KN)
- N_{cbr} - tension breakout (KN)
- N_{cpr} - pullout (KN)
- N_{sbr} - sideface blowout (KN).

As can be seen from the calculations *(see attached calculations)* **OK**
The existing anchor bolts, soil resistance, and caisson are adequate.

2.4 Base Plate

The bending and shear stresses induced into the 36" diameter circular x base plate 2" (50mm) thick can be calculated by statics (*see attached calculations*) **OK**

2.5 Column

The column is 24" (0.61M) diameter x 3/4" (19mm) thick. it acts as a beam - column mostly resisting horizontal windloads as the self weight of the structure and poster panel is light compared to the horizontal windloads.

Both x and y directions must be checked for horizontal wind and offset dead loads (single sided panel).

We have calculated the resisting moment (M_R) of the column in accordance with equations for laterally unsupported members given in CAN/CSA-S16.1(*see attached calculations*) **OK**

2.6 Torque Tube

The 24" (0.61M) diameter cantilevered torque tube is basically braced along its length, so a simpler calculation for its capacity than the column is used (*see attached calculations*) **OK**

2.7 Column Cap Plate and Bolts

The cap plate 2"x36"x36" with (22) 1 1/2" diameter A325 bolts is adequate (*see attached calculations*) **OK**

2.8 Verticals

The W6x15 verticals used to support the poster panel are reflected on each side for greater stability. The verticals are connected to the torque tube with a W12 x 45 saddle connection. There is a short cantilever at the top of about 3'-9" (1.14M) (*see attached calculations*) **OK**

120 Carlton Street, Suite 412, Toronto, Ontario, M5A 4K2
Tel: (416) 408-3740 Cell: (416) 209-8098 E: sp.hart@hpmg.ca

In discussions with others, and to be more conservative in the design drawings, the following changes have been made:

1. Drawing S1 - Table A - Depth of caisson changed from 21'- 0" to 25'-6";
2. Drawing S1 - Table A - Verticle reinforcing steel changed from 16-30M to 16-35M;
3. Drawing S1 - Table A - Number of ties changed from 22-15M to 22-15M plus 3x3=9-15M;
4. Drawing S1 - Structural Note #20 - "Verify caisson design with a Soil's Engineers test" - this is partly due to the depth of the caisson;
5. Drawings S2, S4, S7 and S10 - the horizontall locations of vertical members have been changed by 6 inches to allow for a smaller overhang at the end;
6. Drawing S8 - Detail 2 - Plate 1 - Column base plate - additional note on the 2" diameter A325 anchor rods "with bottom washer and nuts" for clarity;
7. Drawing S9 - Detail 1 - the torque tube is shown raised 3 inches (75mm) to allow for adjustment for nuts and bolts on the cap plate.

We trust this satisfies the requirements of the Windsor Building Department. If you have any questions, please do not hesitate to contact us at (416) 209-8098 or by email (s.p.hart@hpmg.ca).

Respectfully Submitted
for **S.P. Hart & Associates Ltd.**

LICENSED PROFESSIONAL ENGINEER
S. P. HART
2020-06-12
STRUCT
PROVINCE OF ONTARIO

Sean P. Hart, P. Eng.

cc: Mr. Walid Hawico, Engineering Plan Examiner
Planning and Building Department - Building Division
350 City Hall Square West, 2nd Floor Suite 210
Windsor, ON N9A 6S1
Tel: 519-225-6267 ext. 6805
E: whawilo@citywindsor.ca
Encl: Appendices 'A', 'B', 'C', & 'D'

1. GENERAL NOTES:

A) The following Codes & Standards shall apply:
IBC - International Building Code 2018
Cl. 1807.3.2.1
OBC - Ontario Building Code 2012
ASCE/SEI 7-10 - Minimum Design Loads for Buildings and Other Structures
Cl. 29.4.1
CAN/CSA S16-14 - Limit States Design of Steel Members
CAN/CSA A23.3-14 - Design of Concrete Structures
Cl. 10.9

B) Written dimensions on these drawings shall have precedence over scale dimensions.

C) Contractors shall verify and be responsible for all dimensions and conditions, the Consultant must be notified in writing of any variations from the dimensions and conditions shown on the drawings.

D) Contractor shall promptly notify the Consultant in writing of the existence of any observed variations between the Documents and any applicable codes or ordinances of regulatory agencies.

E) Consultant will not be held responsible for any omissions to, errors pertaining to, or deviations from this set of drawings during the construction process.

F) Specific notes and specific details shall take precedence over general notes and typical details.

G) The contractor shall arrange for all necessary permits and arrange inspections as required by governing laws.

H) The contractor shall contact the consultant a minimum of 24 hours prior to any necessary inspections and components requiring inspection shall not be covered unless approved by the consultant. Required Inspections shall be as follows:
i. start of excavation and foundation work.
ii. progress inspection of foundation work.
iii. progress inspection of steel structure.
iv. final inspection of structure for letter of conformance.

2. METALS:

A) CSA S16-14 is the basis of the design of all structural steel.

B) All structural steel Fy=350MPa

C) All miscellaneous steel plates shall conform to the requirements of ASTM A36.

D) All bolted connections to be ASTM A325 bolts.

E) All welding to conform to CSA W59 and shall develop the full strength of members where connection forces not shown.

F) Erector to provide all necessary temporary bracing as required for alignment, wind load, and erection stresses.

G) Structural steel components that are damaged during erection must be reported immediately and replaced.

H) Steel connections to be designed by steel fabricator.

3. CONCRETE:

A) Concrete ultimate compressive strength at 28 days shall be as follows:
Pier Foundation 25MPa

B) Concrete cover to steel reinforcement shall be as follows:
Cast Against Earth 3"

C) Excavation shall be carried down to natural undisturbed soil capable of sustaining a minimum allowable pressure of 3000 psf [144 kPa].

D) Excavation shall be carried down to a minimum of 8'-6" below existing grade.

E) Concrete exposed to frost action during construction shall be protected by 4'-0" of earth or its equivalent.

F) Reinforcing steel shall be new billet steel grade 60 in accordance with latest CSA Standard G30.12.

G) Lap reinforcing bars a minimum of 36 bar diameters or minimum of 12", whichever is greater, governs and/or as stipulated in CSA A23.3 unless otherwise noted.

H) Concrete shall be placed on soil free from standing water.

The approved sign shall be fully situated on private property

THESE PLANS WERE REVIEWED BY WALID HAWILO, B.E.Sc.
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04/27/2020
WALID HAWILO, B.E.Sc. whawilo@citywindsor.ca

the soil conditions shall be verified for adequacy to support the sign prior to the construction of the caisson.

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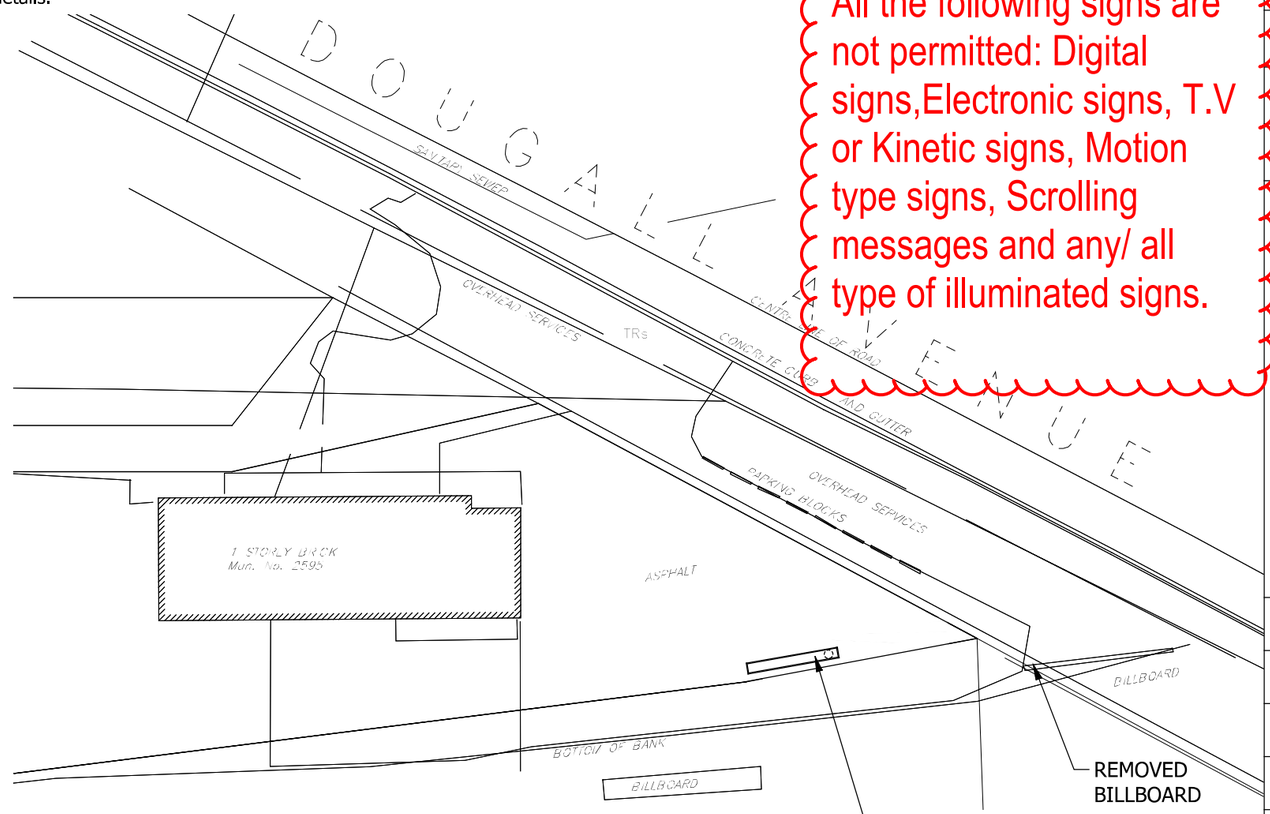

BILLBOARD PROPOSED LOCATION
SCALE 1"=1'-0"

THE CITY OF WINDSOR ONTARIO, CANADA
06/19/2020
GSE ENGINEERING CONSULTANTS INC.
2080 NORTH TALBOT RD, WINDSOR, ONTARIO N9A 6J3
OFFICE: (519) 737-9162
FAX: (519) 737-9163

LICENSED PROFESSIONAL ENGINEER
23050239112
J.A. SCHEPERS
40941015
March 12, 2020
PROVINCE OF ONTARIO

20/03/12	PRE-ENG SIGN	2
19/12/20	GENERAL UPDATE	1
19/12/16	PERMIT	0
19/09/17	CLIENT REVIEW	A

REVISION RECORD

CLIENT: NORTH CONSTRUCTION
2595 DOUGALL AVE. WINDSOR

PROJECT: BILLBOARD RELOCATION
2595 DOUGALL AVE. WINDSOR

DATE: 2019/07/30
SCALE: AS SHOWN
DRN. BY: JB
CHK'D. BY: JAS
PROJECT No.: E19253
TITLE: GENERAL NOTES AND PLAN
DWG. No.: 1.0

2595 Dougall Ave, P#20-253937, R#3739-080-010-00700-0000

GENERAL NOTES:

1. ALL STRUCTURAL STEEL ROLLED SECTIONS AND PLATES SHALL BE M300W STEEL AND COMPLY WITH THE REQUIREMENTS OF CSA SPECIFICATIONS CAN3-G40.21

2. STRUCTURAL HOLLOW STEEL SECTIONS SHALL COMPLY WITH THE REQUIREMENTS OF CSA SPECIFICATION G40.21 GRADE M350W; JUMBO HSS'S TO MEET ASTM A500 GRADE 'C'

3. ALL STRUCTURAL BOLTS, NUTS AND WASHERS USED IN CONNECTIONS, SHALL BE HIGH STRENGTH TO ASTM STANDARD A325 AND SHALL BE TORQUED IN ACCORDANCE WITH TABLE 12 OF CSA SPECIFICATION S16.

4. ALL WELDS AND WELDING SHALL COMPLY WITH THE REQUIREMENTS OF CSA SPECIFICATION W59. USE E480XX ELECTRODES.

5. WHERE MEMBERS ARE WELDED TOGETHER THE WELDS SHALL DEVELOP THE FULL CAPACITY OF THE MEMBERS IN BENDING AND SHEAR.

6. ANCHOR BOLTS, AND BOLTS THROUGH MASONRY SHALL COMPLY WITH THE REQUIREMENTS OF ASTM STANDARD A307. NUTS, BOLTS, RODS & WASHERS TO BE GALVANIZED.

7. ENSURE THAT MASONRY AT ANCHOR POINTS IS IN GOOD CONDITION. MAKE GOOD AS REQUIRED TO ENSURE ADEQUATE LOAD TRANSFER.

8. DESIGN WIND PRESSURE IS BASED ON NBC SUPPLMENT

Fn= Cf q Cg Ce h l
= 1.17 X 0.47 X 2.5 X 1.0 X 3.05 X 12.19
= 51.08 KN (UNFACTORED)

9. WHERE BASE PLATES BEAR ON EXISTING ROOF OR PARAPET, FLASH AS NECESSARY TO PROVIDE WATERPROOF SEAL (NON-STRUCTURAL) BY OTHERS

10. DETAILS OF EXISTING BUILDING AND EXISTING CONDITIONS AS PROVIDED BY CBS OUTDOOR INC.

11. ALL STEEL IS TO BE COATED WITH TWO COATS OF OXIDE PRIMER AND TWO COATS CHOCOLATE BROWN OUTDOOR ALKYD PAINT.

12. THE DESIGN ENGINEER (SEAN HART, P. ENG., C: 416-209-8098) IS TO BE NOTIFIED IN WRITING (F:416-413-1343) 48 HOURS PRIOR TO COMMENCING CONSTRUCTION TO VERIFY DESIGN ASSUMPTIONS, OR ELSE THE ENGINEER WILL NOT BE RESPONSIBLE FOR ANY ASPECT OF THE CONSTRUCTION. THE NOTIFICATION IS TO INCLUDE THE STREET ADDRESS, MUNICIPALITY, KEY PLAN, SIZE AND HEIGHT OF POSTER PANEL STRUCTURE.

13. ALL HOLLOW SECTIONS, COLUMNS, ETC. THAT ARE CLOSED AT THE ENDS ARE TO HAVE MINIMUM (2) 1/4" DIA. WEEP HOLES AT THE UNDERSIDE OR TOP AND BOTTOM.

14. ALL STRUCTURAL BOLTS, NUTS AND WASHERS USED IN CONNECTIONS SHALL BE HIGH STRENGTH TO ASTM STANDARDS AND SHALL BE PRE-TENSIONED IN ACCORDANCE WITH TABLE 7 OF CSA SPECIFICATION S16 AS FOLLOWS:

BOLT DIAMETER	MINIMUM BOLT TENSION KN & (KIPS) A325	A490	HOLE SIZE
1/2"	53 (11.93)	67 (15.07)	5/8"
5/8"	85 (19.13)	107 (24.07)	3/4"
3/4"	125 (28.13)	157 (35.32)	7/8"
7/8"	174 (39.15)	218 (49.05)	1"
1"	227 (51.08)	285 (64.12)	1 1/8""
1 1/8"	249 (56.02)	356 (80.10)	1 1/4"
1 1/4"	316 (71.10)	454 (102.15)	1 3/8"
1 3/8"	378 (85.05)	538 (121.05)	1 1/2"
1 1/2"	458 (103.05)	658 (148.05)	1 5/8"

15. ALL BOLTS ARE TO BE INSTALLED BY "DIRECT TENSION INDICATOR" METHOD, IN ACCORDANCE WITH CAN/CSA S16.1.

16. USE GLID GUARD EPOXY SELF-PRIMING MASTIC No.5256/5257 (OR APPROVED EQUAL) TO 12" ABOVE AND BELOW TOP OF GRADE ON STRUCTURAL STEEL.

17. USE No.11 PRODUCT REDUCED WITH 50% SOLVENT No.5568 ON TOP OF CONCRETE CAISSONS.

18 PROVIDE MINIMUM 2% SLOPE AWAY FROM BASE PLATE/CAISSON JUNCTURE.

19 ALL CONCRETE IS TO BE EXPOSURE CLASS S-1 AND IS TO HAVE A COMPRESSIVE STRENGTH OF 35 MPa AT 56 DAYS. USE 4% TO 7% AIR ENTRAINMENT. MAXIMUM AGGREGATE SIZE IS TO BE 3/4" (19mm). CURE CONCRETE FOR 7 DAYS AT MIN. 10° C. WATER CEMENT RATIO = 0.40 ETC.

20 FOOTINGS ARE DESIGNED FOR A FIRM, NON-CAVING CLAY OR SANDY CLAY. VERIFY CAISSON DESIGN WITH A SOILS ENGINEER'S TEST. 2

21 TOP 6" OVER FOOTING IS TO BE COMPRISED OF FREE DRAINING GRANULAR FILL. (IF TOP OF FOOTING IS TO BE COVERED)

22 ALL CONTACT SURFACES OF BOLTED PARTS ARE TO HAVE MILL SCALE THOROUGHLY CLEANED OR ELSE BLAST CLEAN WITH A CLASS "A" COATING APPLIED AS PER CAN/CSA -.S16.1.

23. A BUILDING PERMIT IS TO BE OBTAINED PRIOR TO COMMENCING ANY CONSTRUCTION.

24. THE CONTRACTOR IS TO PROTECT ADJACENT PROPERTIES AND VERIFY ALL UTILITY LOCATIONS PRIOR TO INSTALLING FOUNDATIONS.

25. THE CONTRACTOR IS 100% RESPONSIBLE FOR MAINTAINING SAFETY ON SITE DURING CONSTRUCTION PER MINISTRY OF LABOUR AND CBS STANDARDS.

26. MUNICIPAL BY-LAW COMPLIANCE IS BY OTHERS THAN S.P.HART & ASSOCIATES LTD. AND SEAN HART, P. ENG.

27. CONFIRM LED MANUFACTURER WITH ENGINEER AND OBTAIN WRITTEN PERMISSION TO PROCEED WITH MANUFACTURING OF STRUCTURAL STEEL PRIOR TO COMMENCING WITH FABRICATION.

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TABLE A

OVERALL HEIGHT	DEPTH OF CAISSON	REINFORCING STEEL		COLUMN SIZE	GUSSET PLATES
		VERT. RE-BARS	NO. OF TIES		
9.0M	25'-6"	16-35M	22-15M + 3x3=9-15M	RHS 24" DIAM. x 3/4" COLUMN	(16) 1/2"x6"x20"

2

THE CITY OF WINDSOR
ONTARIO, CANADA

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EXAMINER TO NOTIFY ENGINEER OF ADDRESS:
SEAN HART, P.ENG.
C:416-209-8098
E:S.P.HART@HPMG.CA

No.	DATE	BY	DESCRIPTION
2	JUNE/20		RE-ISSUED FOR BLDG. PERMIT
1	FEB./20		ISSUED FOR BLDG. PERMIT

STAMP: MUST BE DIGITALLY SIGNED AND 3RD PARTY VERIFIABLE TO BE VALID.

LICENSED PROFESSIONAL ENGINEER
S P HART
2020-06-11
STRUCT.
PROVINCE OF ONTARIO

GRACIOUS OUTDOOR MEDIA
1066 GLENGROVE AVENUE
Toronto, Ontario M6B 2K2

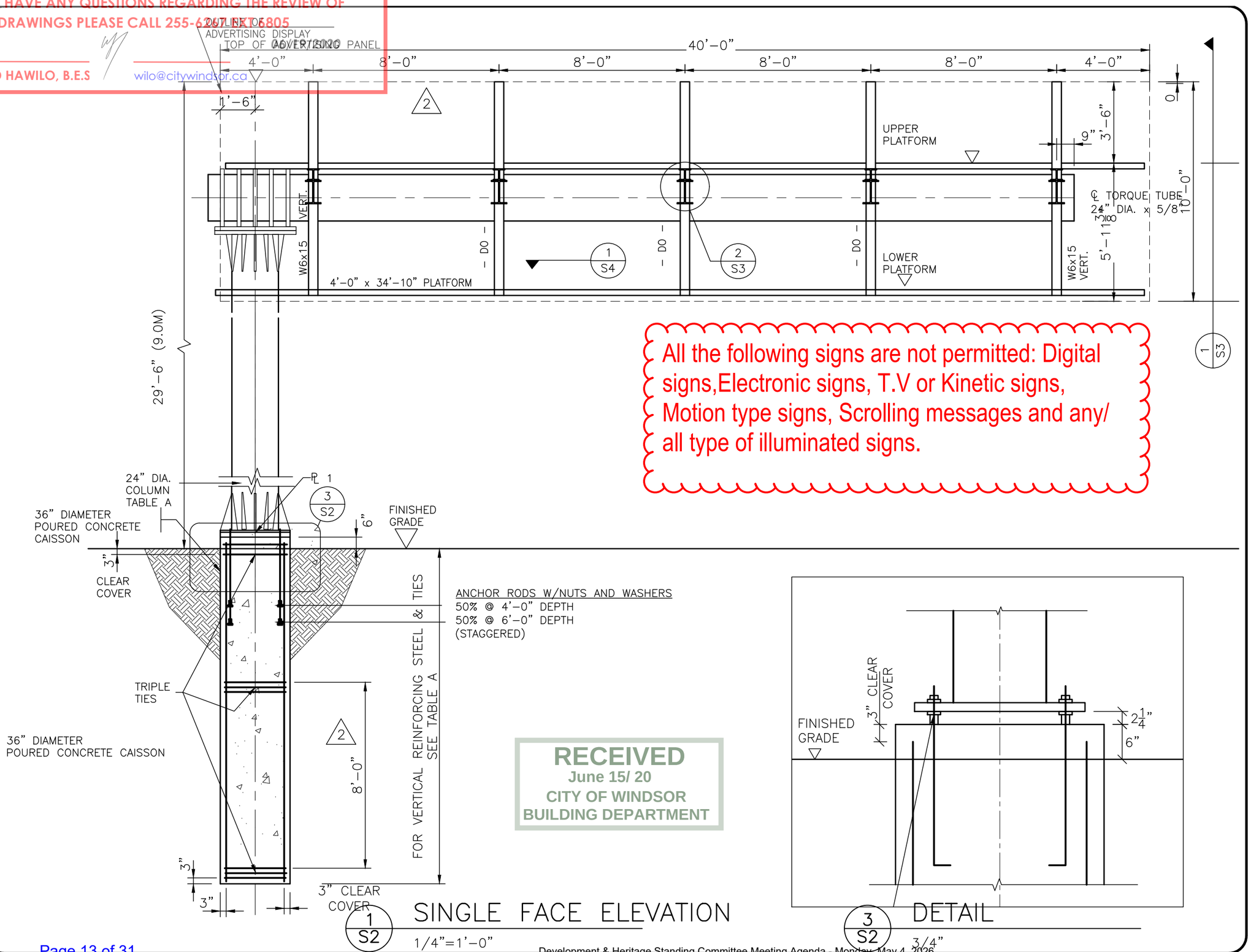
S.P.HART & ASSOCIATES LTD.
120 Carlton St. Suite 412
Toronto, Ontario M5A 4K2
C: (416) 209-8098
E: S.P.HART@HPMG.CA

PROJECT:
10'-0"x40'-0" ADVERTISING PANEL STRUCTURE - CANT - SINGLE SIDED

LOCATION:
2595 DOUGALL AVE,
WINDSOR, ONTARIO

DRAWING TITLE
10x40-PP-FF-SS-9M
NOTES AND SCHEDULES

DRAWN BY	FJV	DWG. No.	S1
DATE	FEB 2020	OF	10
ENG. No. REQUIRED	20751		
SCALE:	AS NOTED		



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DRAWING TITLE
10x40-PP-FF-SS-9M
ELEVATION

DRAWN BY	FJV
DATE	FEB 2020
ENG. No.	REQUIRED 20751
SCALE:	AS NOTED

DWG. No. S2
OF 10

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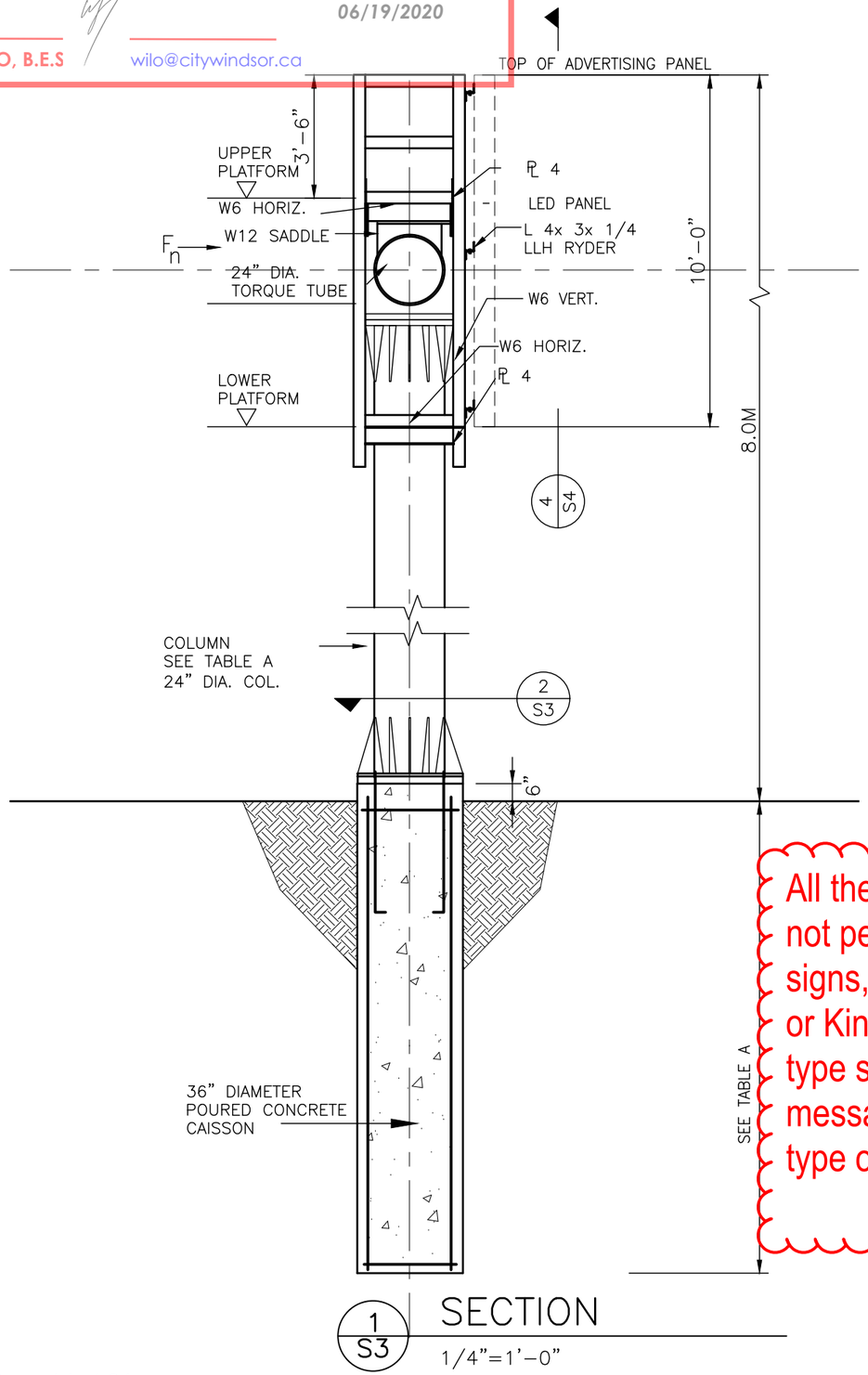
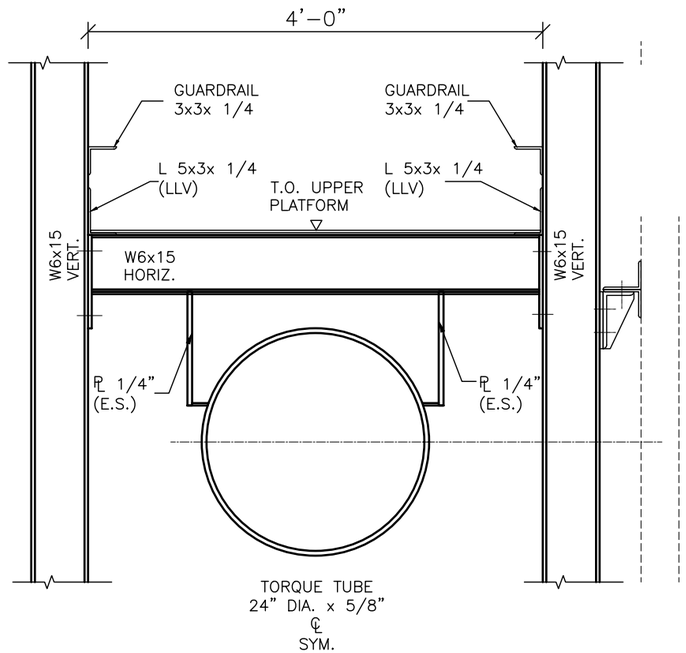
06/19/2020

WALID HAWILO, B.E.S wilo@citywindsor.ca

SEE DETAIL 6/S4



1 S3 SECTION
1/4"=1'-0"



3 S3 SECTION
3/4"=1'-0"

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UPPER PLATFORM
W6x15
W12x45
P/L1/4"x8x12
18751\S4 SECTION DETAIL.jpg

2
S3

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2020-06-11
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PROJECT:
10'-0"x40'-0" ADVERTISING PANEL STRUCTURE – CANT – SINGLE SIDED

LOCATION:
2595 DOUGALL AVE,
WINDSOR, ONTARIO

DRAWING TITLE
10x40-PP-FF-SS-9M
ELEVATION

DRAWN BY	FJV
DATE	FEB 2020
ENG. No.	20751
SCALE:	AS NOTED

DWG. No. S3
OF 10

2595 Dougall Ave, P#20-253937, R#3739-080-010-00700-0000

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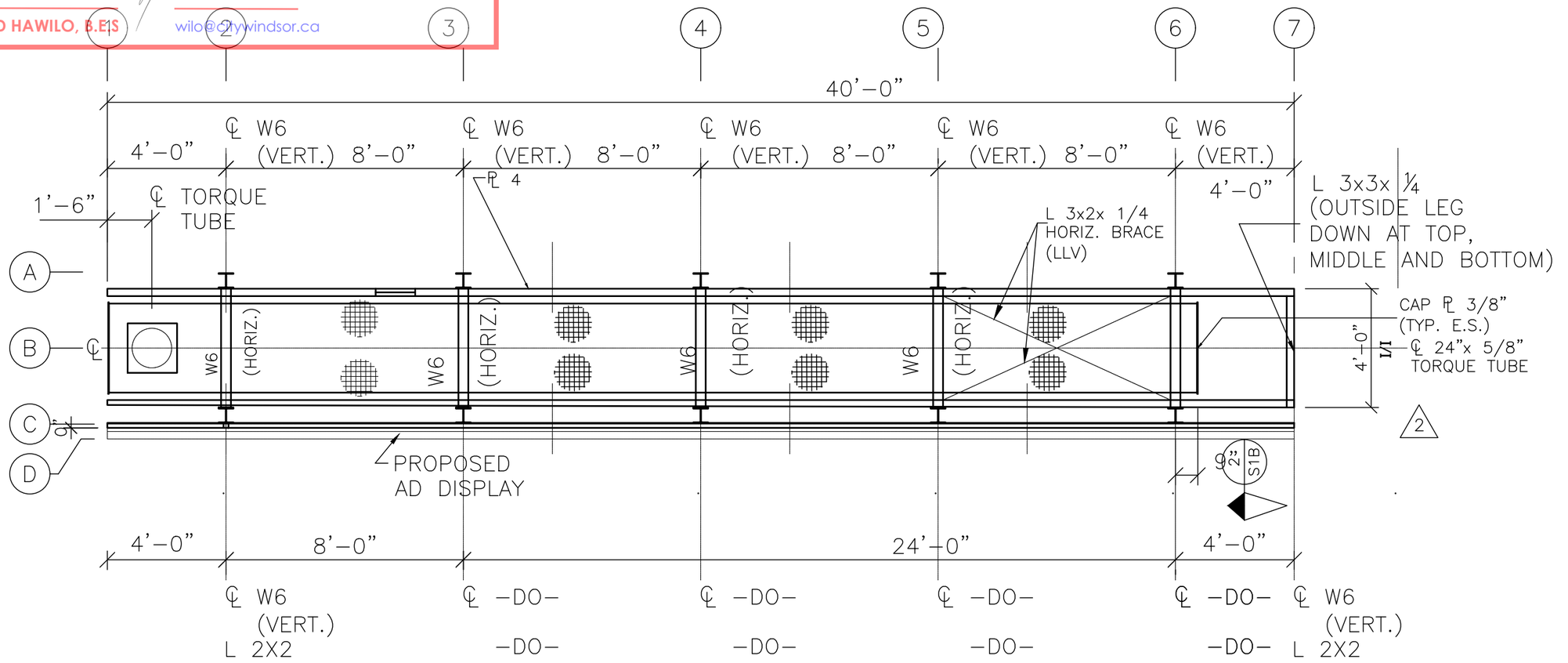

1/S4 PLAN–UPPER PLATFORM

1/4"=1'–0"

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2020-06-11
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PROJECT:
10'–0"x40'–0" ADVERTISING PANEL STRUCTURE – CANT – SINGLE SIDED

LOCATION:
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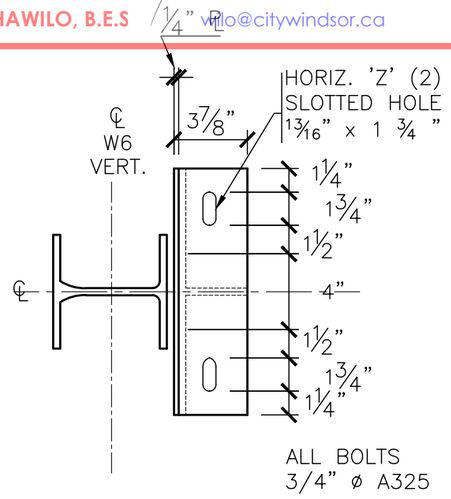
WINDSOR, ONTARIO

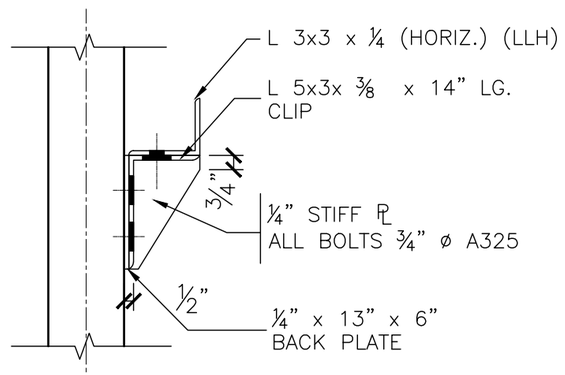
DRAWING TITLE
10x40-PP-FF-SS-9M
ELEVATION

DRAWN BY	FJV
DATE	FEB 2020
ENG. No.	REQUIRED 20751
SCALE:	AS NOTED

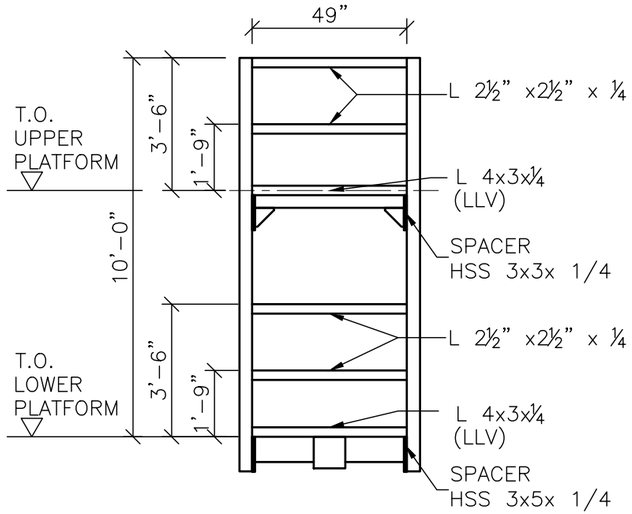
DWG. No. S4
OF 10



1 S5 A–PLAN BRACKET
1–1/2"



2 S5 B–SECTION BRACKET
1–1/2"



6 S5 DETAIL–END RAILING
1/4"

CONTRACTOR TO VERIFY ALL DIMENSIONS BEFORE COMMENCING FABRICATION

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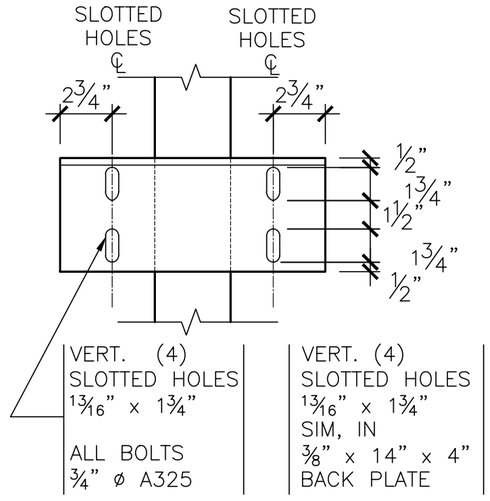
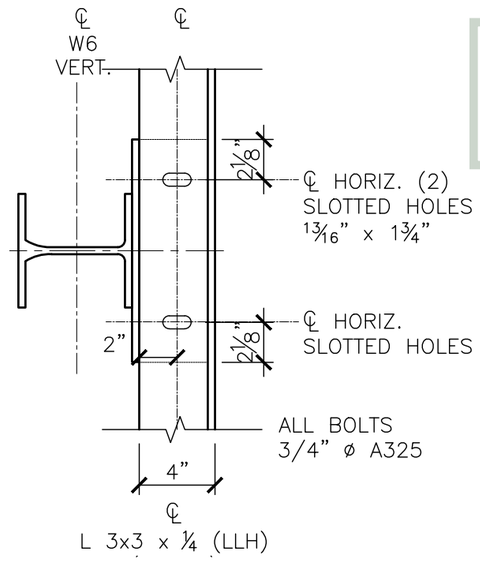


3 S5 B–ELEVATION BRACKET
1–1/2"



5 S5 A–PLAN BRACKET/(HORIZ.)
1–1/2"

THE CITY OF WINDSOR
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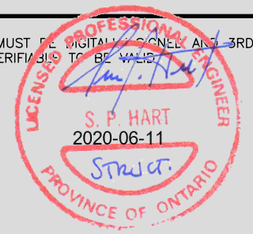

GRACIOUS OUTDOOR MEDIA
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PROJECT:
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LOCATION:
2595 DOUGALL AVE,
WINDSOR, ONTARIO

DRAWING TITLE
10x40-PP-FF-SS-9M
DETAILS

DRAWN BY	FJV	DWG. No.	S5
DATE	FEB 2020	OF	10
ENG. No.	REQUIRED 20751		
SCALE:	AS NOTED		

THESE PLANS WERE REVIEWED BY WALID HAWILO, B.E.Sc.
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WALID HAWILO, B.E.S wilo@citywindsor.ca

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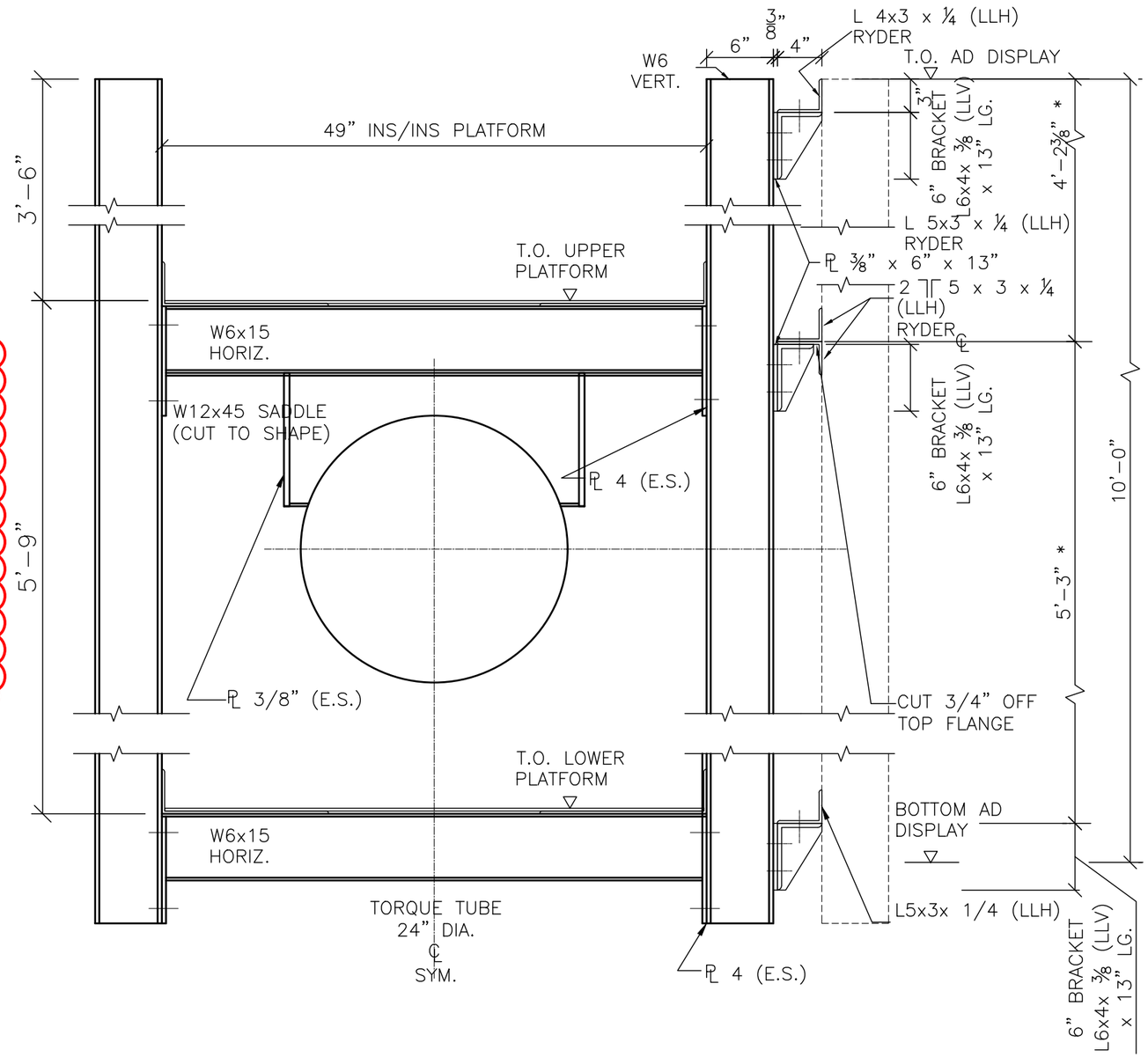

1/S6 DETAIL
1/4"

* VERIFY WITH LED MANUFACTURER BEFORE FABRICATION

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June 15/ 20
CITY OF WINDSOR
BUILDING DEPARTMENT

THE CITY OF WINDSOR
ONTARIO, CANADA

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1	FEB./20		ISSUED FOR BLDG. PERMIT

STAMP: MUST BE DIGITALLY SIGNED AND 3RD PARTY VERIFIABLE TO BE VALID.

LICENSED PROFESSIONAL ENGINEER
S P HART
2020-06-11
PROVINCE OF ONTARIO

GRACIOUS OUTDOOR MEDIA
1066 GLENGROVE AVENUE
Toronto, Ontario M6B 2K2

S.P.HART & ASSOCIATES LTD.
120 Carlton St. Suite 412
Toronto, Ontario M5A 4K2
C: (416) 209–8098
E: S.P.HART@HPMG.CA

PROJECT:
10'–0"x40'–0" ADVERTISING PANEL STRUCTURE – CANT – SINGLE SIDED

LOCATION:
2595 DOUGALL AVE,
WINDSOR, ONTARIO

DRAWING TITLE
10x40-PP-FF-SS-9M
DETAILS

DRAWN BY	FJV	DWG. No.	S6
DATE	FEB 2020	OF	10
ENG. No. REQUIRED	20751		
SCALE:	AS NOTED		

2595 Dougall Ave, P#20-253937, R#3739-080-010-00700-0000

THESE PLANS WERE REVIEWED BY WALID HAWILO, B.E.Sc.
IF YOU HAVE ANY QUESTIONS REGARDING THE REVIEW OF
THESE DRAWINGS PLEASE CALL 255-6267 EXT 6805

06/19/2020

WALID HAWILO, B.E.S wilo@citywindsor.ca

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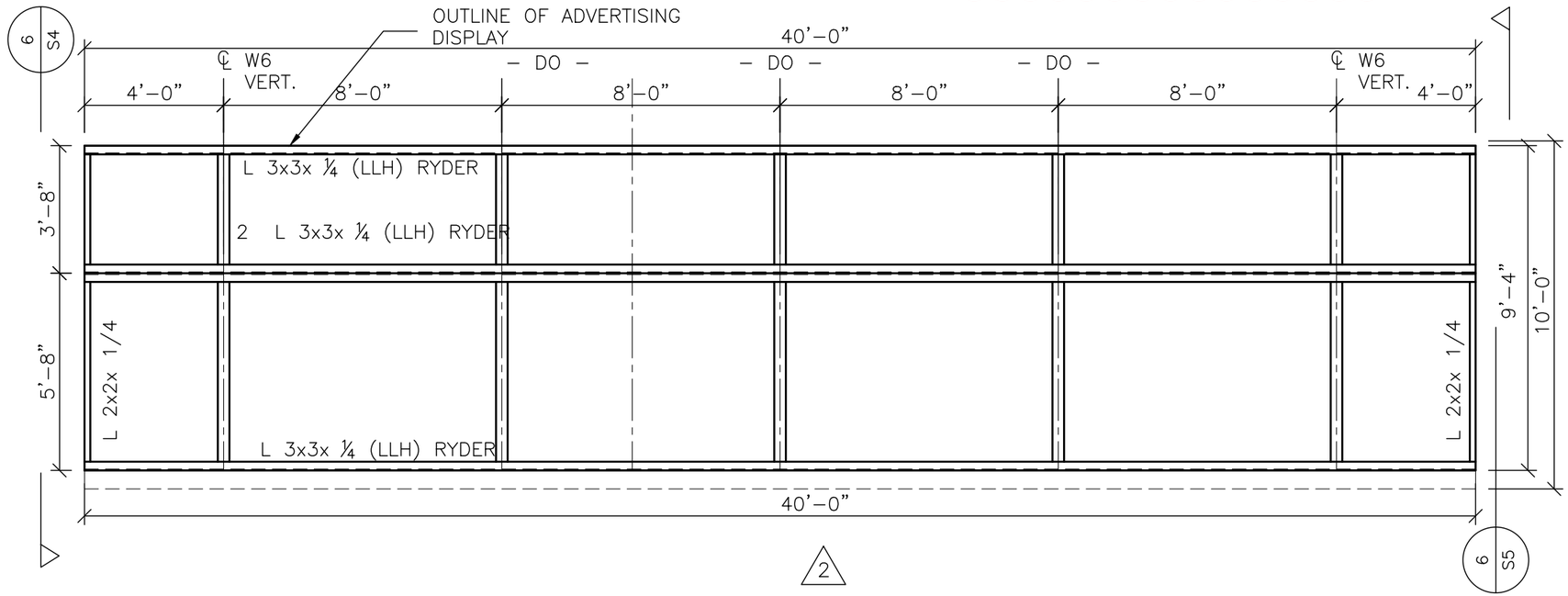

RECEIVED
June 15/ 20
CITY OF WINDSOR
BUILDING DEPARTMENT

1 / S7 DETAIL
1 1/2"

2595 Dougall Ave, P#20-253937, R#3739-080-010-00700-0000

THE CITY OF WINDSOR
ONTARIO, CANADA

GENERAL NOTES

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EXAMINER TO NOTIFY
ENGINEER OF ADDRESS:
SEAN HART, P.ENG.
C:416-209-8098
E:S.P.HART@HPMG.CA

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LICENSED PROFESSIONAL ENGINEER
S P HART
2020-06-11
Structural
PROVINCE OF ONTARIO

GRACIOUS OUTDOOR MEDIA
1066 GLENGROVE AVENUE
Toronto, Ontario M6B 2K2

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– CANT – SINGLE SIDED

LOCATION:
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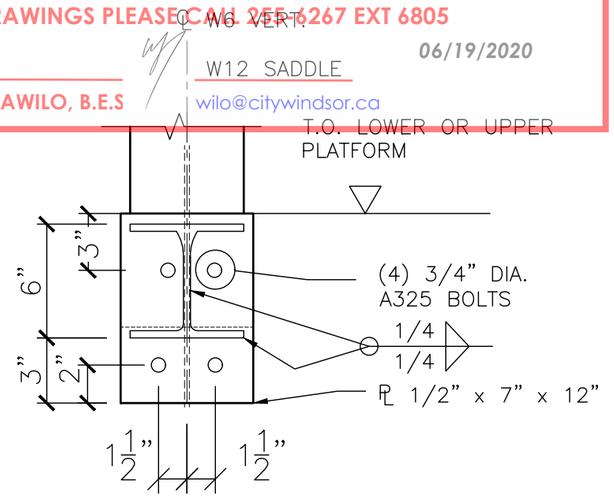
WINDSOR, ONTARIO

DRAWING TITLE
10x40-PP-FF-SS-9M
DETAILS

DRAWN BY	FJV
DATE	FEB 2020
ENG. No. REQUIRED	20751
SCALE:	AS NOTED

DWG. No. S7
OF 10



4/S8 DETAIL PL4 – W6 VERT. CONNECTION

1 1/2"=1'–0"

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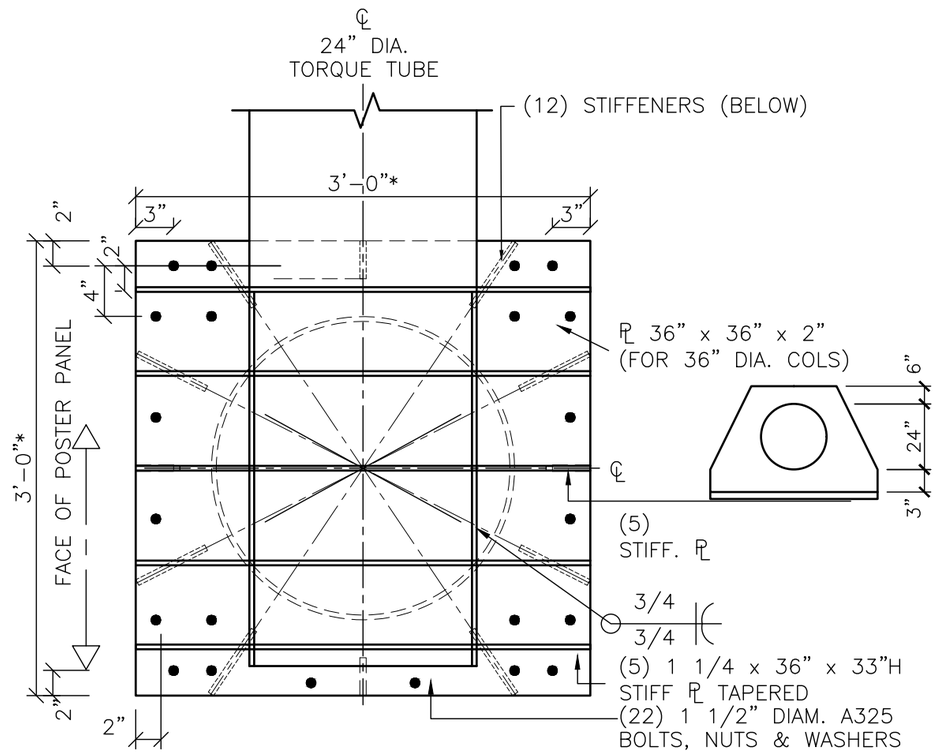

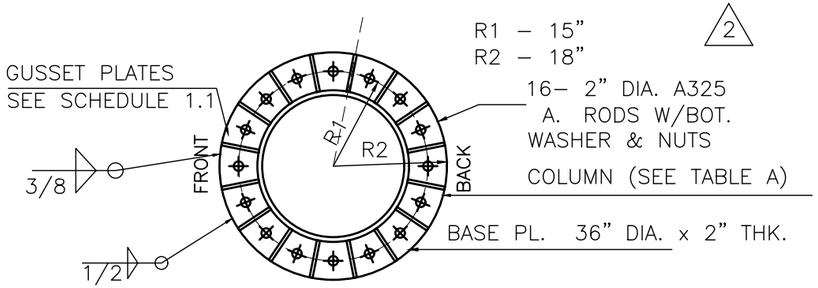

2/S8 PLATE 1 – COL. BASE PL.

1/2"=1'–0"

1/S8 PLATE 3 –TORQUE TUBE/ COLUMN CAP CONNECTION

1"=1'–0" PLATE 3A – (BELOW) – SIM.

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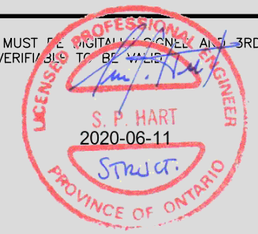

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LOCATION:
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WINDSOR, ONTARIO

DRAWING TITLE
10x40-PP-FF-SS-9M
SECTION & DETAILS

DRAWN BY	FJV	DWG. No.	S8
DATE	FEB 2020	OF	10
ENG. No. REQUIRED	20751		
SCALE:	AS NOTED		

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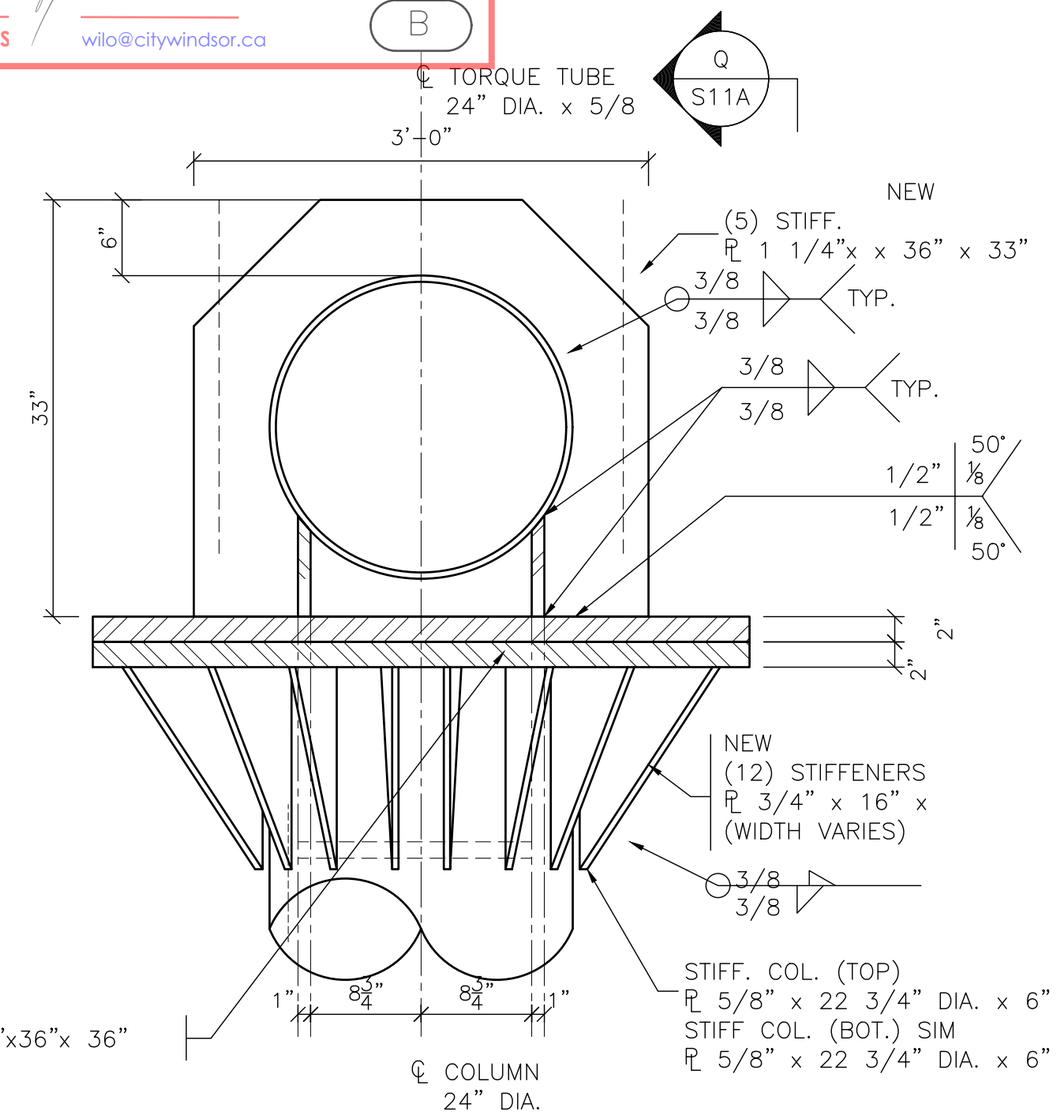
WALID HAWILO, B.E.S wilo@citywindsor.ca



1/S9 DETAIL 2
1"

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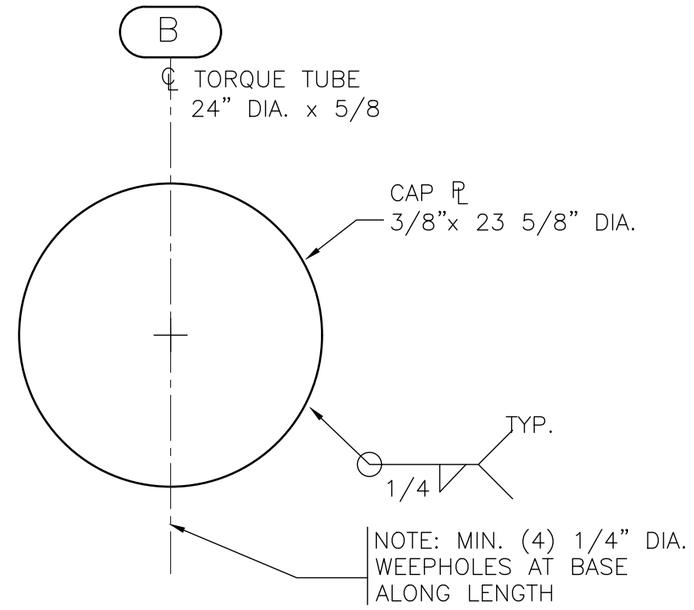
ALLOW FOR APPROX. 3/4" DEFLECTION IN TORQUE TUBE DUE TO SELF-WEIGHT.



2/S9 SECTION
1"

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THE CITY OF WINDSOR
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2020-06-11
PROVINCE OF ONTARIO

GRACIOUS OUTDOOR MEDIA
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Toronto, Ontario M6B 2K2

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LOCATION:
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WINDSOR, ONTARIO

DRAWING TITLE
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DETAILS

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DATE	FEB 2020
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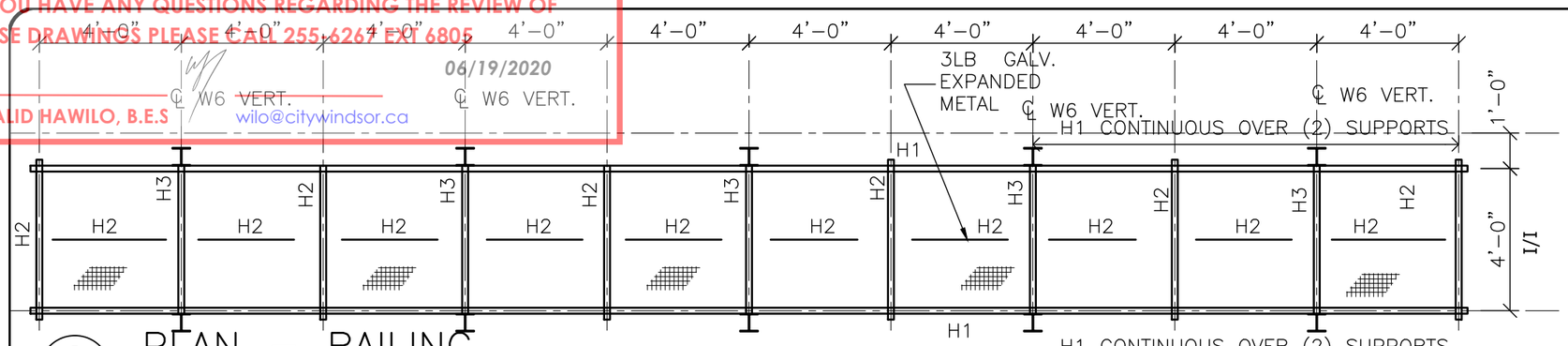
SCALE:	AS NOTED

DWG. No. S9
OF 10

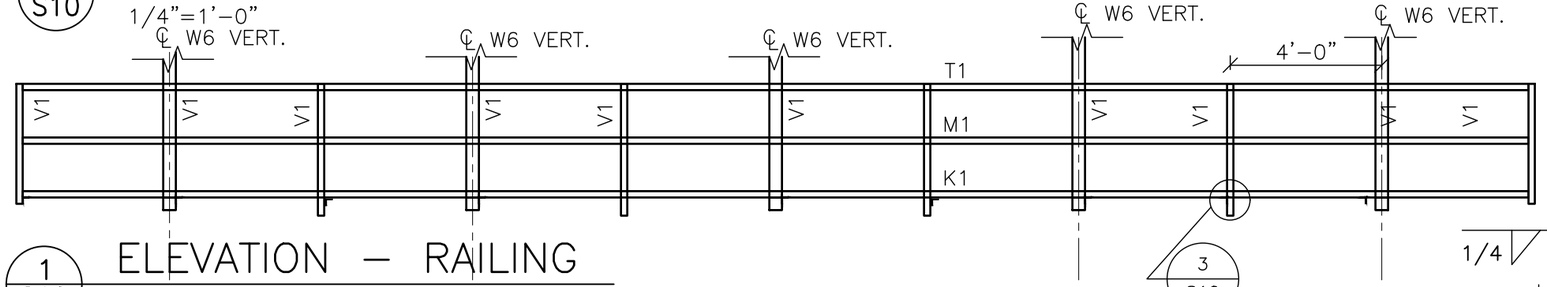
2595 Dougall Ave, P#20-253937, R#3739-080-010-00700-0000



2 S10 PLAN – RAILING

1/4"=1'-0"

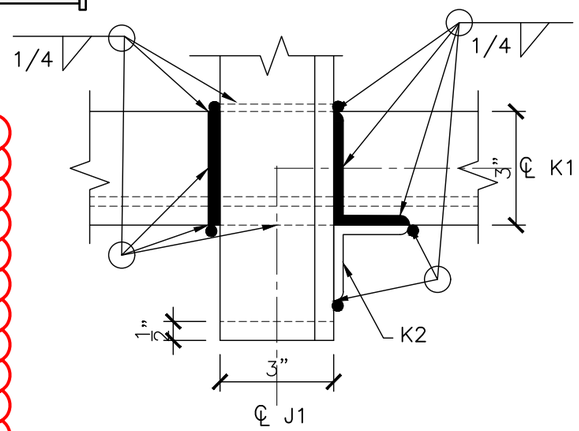
NOTE:
ALL CONNECTIONS ARE TO BE FULLY WELDED 1/4" FILLET ALL AROUND.

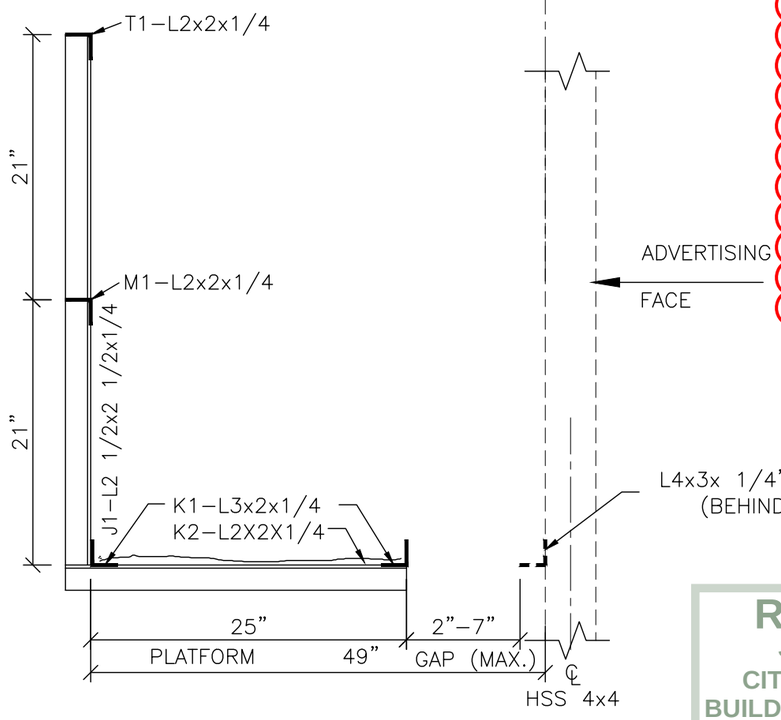


1 S10 ELEVATION – RAILING

1/4"=1'-0"

3 S10





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3 S10 DETAIL AT CONNECTION

3"=1'-0"

4 S10 SECTION – RAILING

1"=1'-0"

LEGEND

MK.	SIZE (IMPERIAL)	SIZE METRIC	MATERIAL	COMMENTS
H1	L 5x3x 1/4 (LEG-UP)	L102x76x 6.4 (LLV)	M300W STRUCT. STEEL	BOTTOM RAIL
H2	L 3x3x 1/4 (LEG-DN)	L76x76x 6.4	M300W STRUCT. STEEL	BOTTOM X-PIECE
H3	W6x15	W150x30	M300W STRUCT. STEEL	SUPPORT BRACKETS
M1	L2x2x 1/4	L51x51x 6.4	M300W STR. STL.	MIDDLE RAIL
T1	L2x2x 1/4	L51x51x 6.4	M300W STR. STL.	TOP RAIL
V1	L 2 1/2x2 1/2 x 1/4	L64x64x 6.4	M300W STR. STL.	STANCHION

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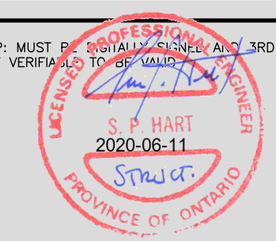

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PLAN, ELEVATION AND LEGEND

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