

January 2026

Planning-Level Drainage and Culvert Assessment Report- 6th Concession Drain Enclosure

OPA/ZBA Support

For

Proposed Mixed-Use Development

2415 Cabana Road E, 2385 Cabana Road E, 2375 Cabana Road E, 4040

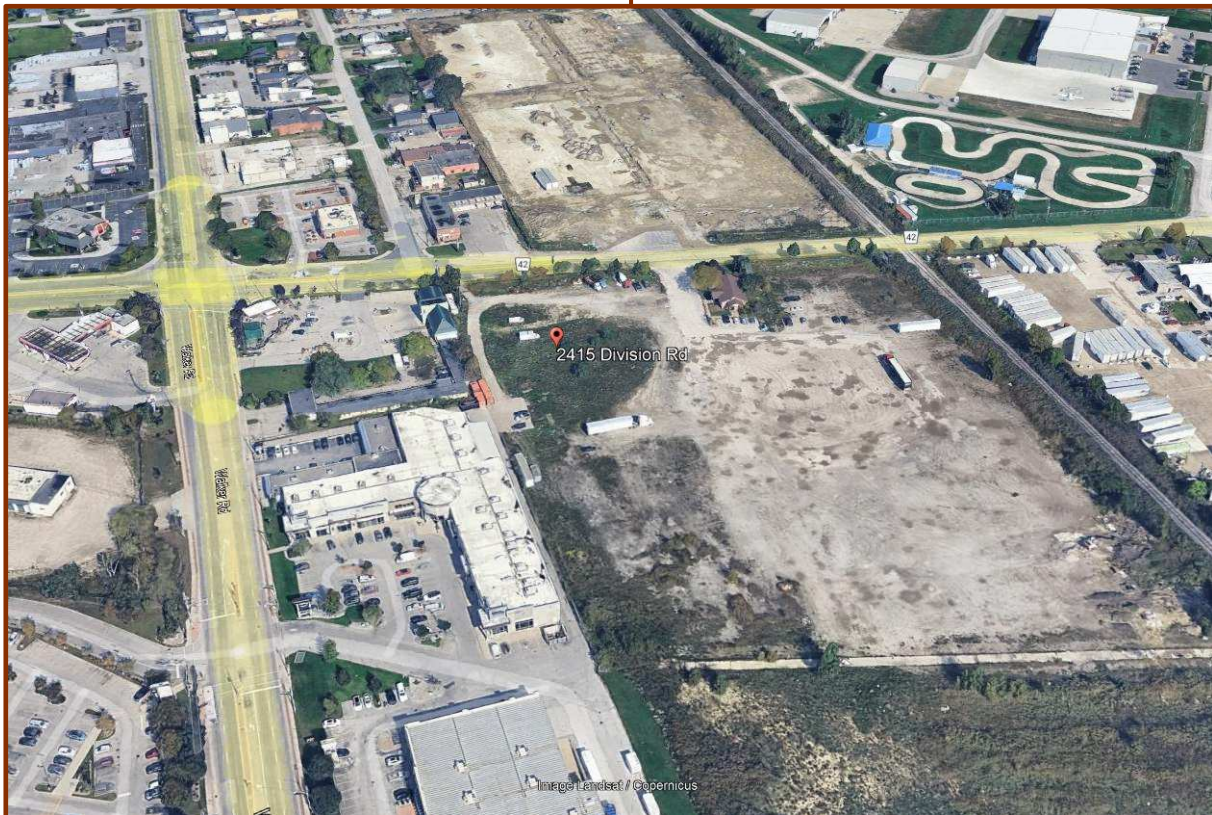
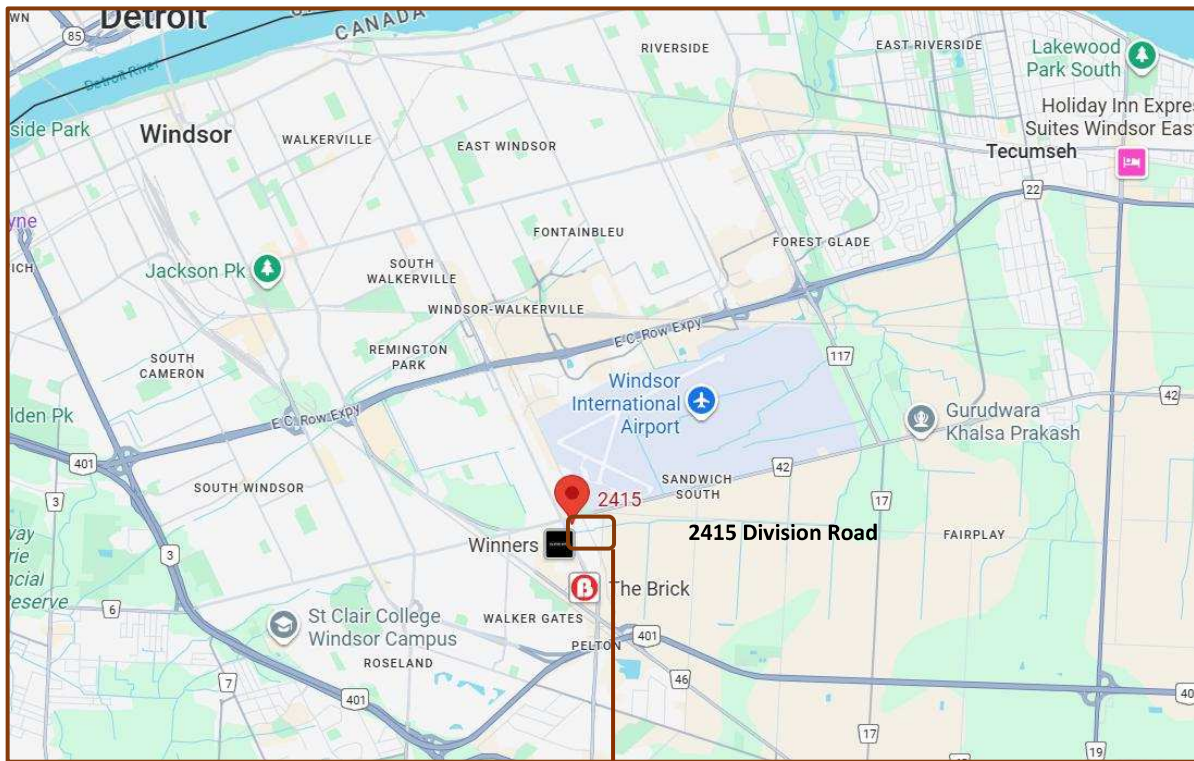
Walker Rd, Pt. of 4096-4128 Walker Rd, 0 Cabana Rd and

0 Cabana Rd E Windsor, Ontario

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Key Plan:



1.0 Introduction

This assessment does not constitute a report under the Drainage Act and is provided solely to support OPA/ZBA planning review; Drainage Act requirements will be addressed through the City's separate process.

Valdez Engineering has been retained by LBI Development Inc. to prepare this Drainage and Culvert Assessment Report in support of a proposed mixed-use development located at 2415 Division Road, at the intersection of Walker Road and Cabana Road East in the City of Windsor.

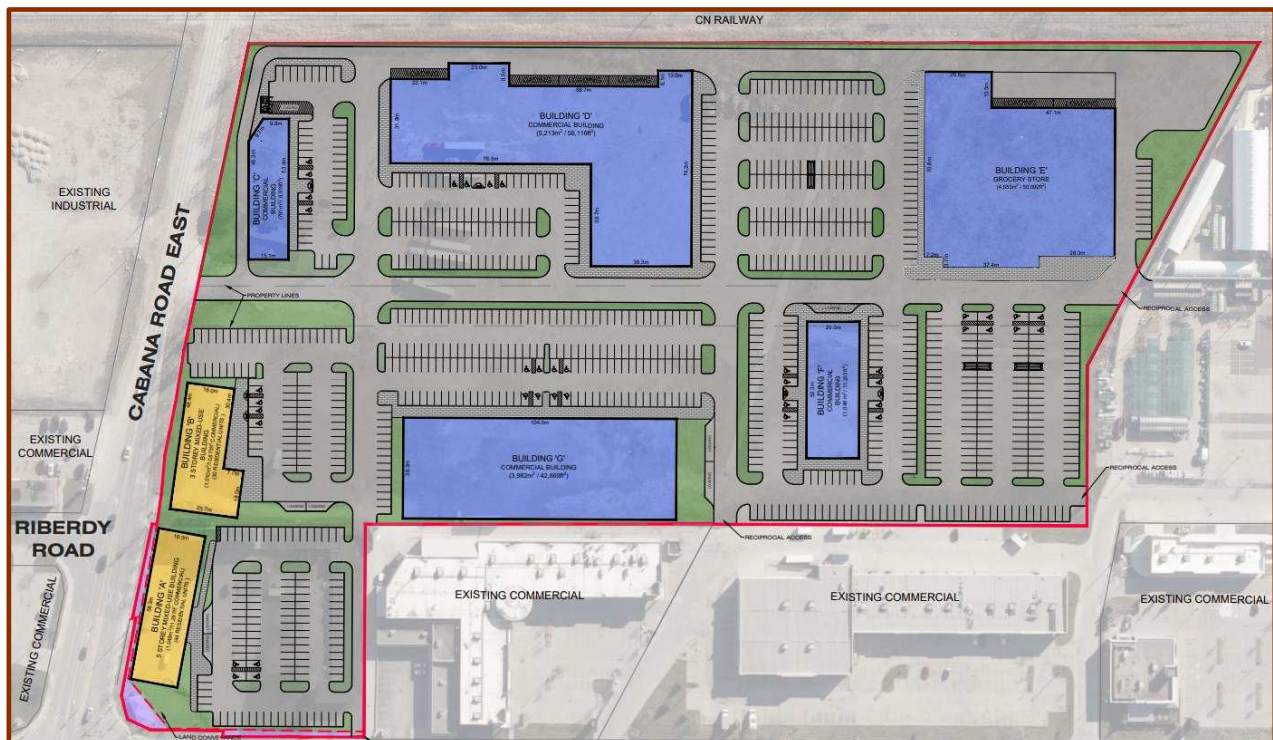
This report outlines the methodology, assessment, and findings regarding the potential impact of the development on the 6th Concession Municipal Drain, which traverses the subject property. The report required as part of the Official Plan- Zoning Bylaw Amendment submission and fulfills municipal drainage requirements identified during the Stage 1 Planning Consultation.

1.1 Site Overview

- **Location:** 2415 Cabana Road E, 2385 Cabana Road E, 2375 Cabana Road E, 4040 Walker Rd. Pt. of 4096-4128 Walker Road,) Cabana Rd and O Cabana Rd E, Windsor ON
- **Area:** ~73,061.38 m² (7.31 ha)
- **Current Land Use:** Mix of grassed areas, gravel, and paved surfaces
- **Proposed Use:** Mixed commercial and residential development

Refer to the **Key Plan** for site location details.

1.2 Development Summary



Proposed Development

The proposed development will include a mix of commercial and residential buildings, with the following breakdown:

- **Building A:** 1,049 m² of ground floor commercial space + 44 residential units above
- **Building B:** 1,010 m² of ground floor commercial space + 30 residential units above
- **Building C:** 797 m² (commercial)
- **Building D:** 5,213 m² (commercial)
- **Building E:** 4,563 m² (commercial)
- **Building F:** 1,046 m² (commercial)
- **Building G:** 3,982 m² (commercial)

Parking Spaces Provided: 956 (Exceeding required 872). Please refer proposed development plan for details.

2.0 Site Condition and Regulatory Requirements

2.1 Existing Site Conditions

The site currently comprises both undeveloped land a former motel building, an office building and a car wash as well as associated parking area. A portion of the **6th Concession Municipal Drain**—enclosed in a **1.5 m x 3.0 m concrete box culvert**—crosses the property and will remain in place during and after the development. Refer to **Appendix A** for drain layout and photos.



Existing Site Condition

2.2 Legislative and Regulatory Requirements

As per the Stage 1 Planning Consultation and the City of Windsor's Planning & Building Department, the following are required as part of this report:

- A **Drainage Assessment Report** for the enclosed drain segment, including:

- **CCTV inspection and condition review**

Based on accessible CCTV observations and the absence of visible distress in observed segments, the culvert appears to be in serviceable condition.

- **Structural assessment** of the culvert to evaluate its load-carrying capacity
- Assessment of required **cover height** to accommodate maintenance and potential future vehicle loads

Refer to **Appendix B** for applicable Zoning By-law provisions.

3.0 Structural Assessment of Existing Drain

Please refer to the following details regarding structural assessment of the existing drain.

3.1 CCTV Inspection -Existing Culvert

A Closed-Circuit Television (CCTV) inspection of the existing concrete box culvert was conducted by GFL Environmental Services (Windsor, ON) over two days, on September 16 and 17, 2025. The purpose of the inspection was to assess the structural condition of the culvert and identify any defects or signs of deterioration that could impact its functionality or structural integrity.

Current Conditions

At the time of inspection, the bottom of the culvert was heavily obstructed by approximately 18 inches of accumulated silt and 2 feet of standing water. Due to these conditions, a full-length CCTV inspection of the entire drain was not feasible without prior cleaning. A representative video illustrating the current condition is provided in Appendix C.

Inspection Approach

Given the obstruction, a modified approach was implemented. CCTV inspections were performed at four strategically selected locations along the bottom of the box culvert. These locations were chosen to provide a representative assessment of the culvert's condition and the extent of silt accumulation, ensuring to receive sufficient and meaningful data for review.

Findings

The inspection results indicate that the concrete box culvert is generally in good structural condition. No major structural defects, such as cracks or signs of severe deterioration, were observed in the accessible sections. However, a moderate buildup of silt was noted, likely due to natural sedimentation over time. This condition should be addressed through routine maintenance and cleaning to ensure continued hydraulic efficiency and long-term performance.

Supporting Documentation

Detailed inspection locations and video footage of the culvert's interior condition are included in **Appendix C** of this report.

3.2 Structural Condition and Load Capacity

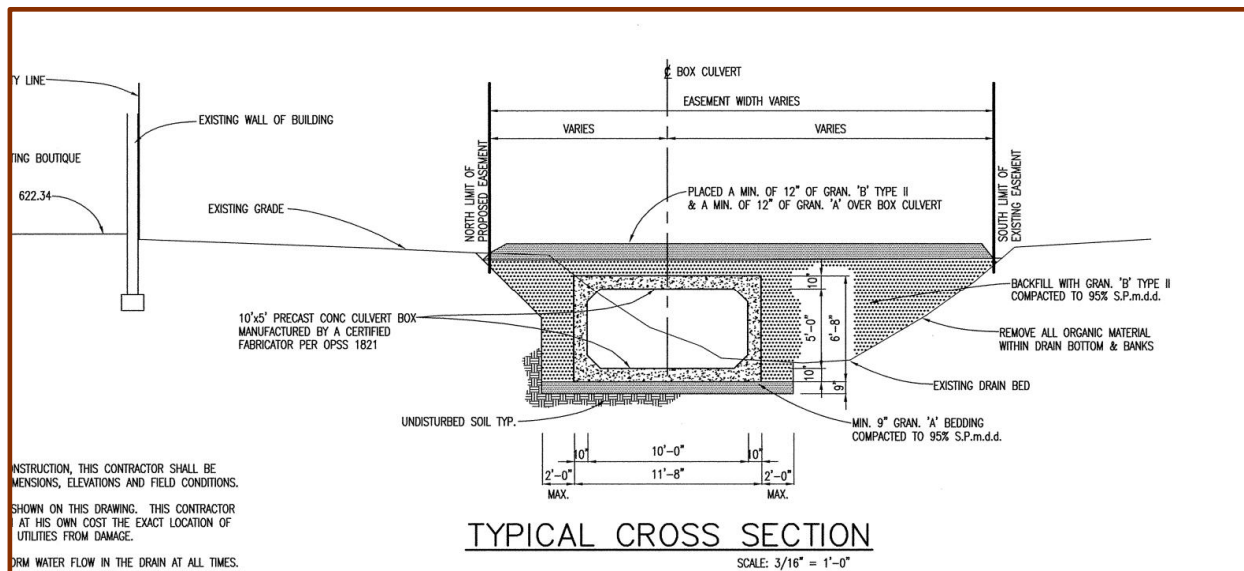
- Existing reinforcement details for the concrete culvert are currently unavailable.
- Visual inspection indicates the structure is in **good condition**, with **no signs of deformation or cracking**.
- The culvert traverses below the internal roadway, with an existing cover composed of:

It is noted that this assessment has been prepared at a planning level. At the Site Plan Control stage, a detailed grading plan and longitudinal profile will be prepared for the culvert corridor and the full 16 m working corridor easement to confirm that a minimum total cover of 0.60 m (inclusive of 0.30 m Granular A and 0.30 m Granular B Type II) is achieved everywhere required, including allowances for proposed pavement structure thickness. Any required grade adjustments within the easement and adjacent site areas will be identified and addressed through the detailed design process, to the satisfaction of the City Engineer.

The 16 m working corridor easement associated with the enclosed 6th Concession Municipal Drain is illustrated on Figure X and has been considered in the grading review. Proposed grading within the easement will be coordinated to maintain required culvert cover, accommodate access and maintenance requirements, and ensure compatibility with adjacent site grades.

- 0.3 m Granular A
- 0.3 m Granular B Type II

(Refer to **Photo 4 – Existing Drain Details**)



3.3 Proposed Cover Height and Compliance

- Existing fill height: **0.45 m**
- Proposed fill height: **0.60 m**
- According to the **CAS S6:19 Highway Bridge Design Code (Cl. 7.8.15 of CHBDC)**, the minimum recommended fill height for a box culvert without distribution slab for is 0.60 m.

- This meets the **minimum cover height** for box culverts as specified by the **Canadian Highway Bridge Design Code (CHBDC)**.

Conclusion:

The existing culvert is deemed structurally adequate to support both existing and proposed development loading conditions, including potential future vehicle loads.

4.0 Stormwater Management

Note: This report supports the Official Plan and Zoning By-law Amendment. A detailed Stormwater Management Design Report will be submitted at the Site Plan Approval stage.

4.1 Existing Storm Infrastructure

The development site is currently serviced by the following stormwater infrastructure:

- 600 mm diameter storm sewer along Cabana Road
- 675–750 mm diameter storm sewer along Walker Road; and
- 3000 mm x 1500 mm concrete box culvert (6th Concession Municipal Drain)

4.2 Proposed Stormwater Management Strategy

The proposed development will meet the City of Windsor's stormwater criteria through the following measures:

4.2.1 Collection and Conveyance

- Stormwater will be collected using a system of catch basins and storm sewers.
- Grading will be designed to ensure positive surface drainage to this system.

4.2.2 Quality Control

- **Oil-Grit Separators (OGS)** will be installed in parking areas to:
 - Remove >70% Total Suspended Solids (TSS)
 - Capture hydrocarbons, nutrients, and metals; and
 - Improve water quality prior to discharge to municipal infrastructure

4.2.3 Quantity Control

- Post-development flow will be restricted to **pre-development 2-year levels**, using:
 - Surface storage in parking areas (major storm events up to 1:100-year); and
 - Orifice plates or other flow restrictors

4.2.4 Compliance

The proposed strategy:

- Complies with the City's quantity and quality control standards
- Prevents adverse impacts to the municipal drainage system
- Improves water quality through OGS implementation; and
- Controls peak flows to pre-development levels

5.0 Summary and Recommendations

Based on current site conditions and preliminary assessments, the following conclusions are drawn:

- The existing 6th Concession Municipal Drain (box culvert) is structurally sound and will remain undisturbed.
- The proposed increase in cover height to 0.60 m complies with CHBDC requirements and will not impose additional structural loading.
- CCTV inspection findings indicate that the culvert is generally in good condition. With no significant structural defects.
- The proposed stormwater management approach:
 - Satisfies municipal requirements
 - Restricts post-development discharge to pre-development rates; and
 - Improves water quality and maintains conveyance system integrity

A detailed Stormwater Management Report and Engineering Drawings will be submitted at the Site Plan Approval stage.

Prepared by:

Mahendra Pandya, P.Eng. PMP
Consulting Engineer

Valdez Engineering Ltd.



DISCLAIMER

This report was prepared by Valdez Engineering for the exclusive use of the Owner and for the specific purpose described herein. The material contained in this report reflects Valdez Engineering's professional judgment based on information available at the time of preparation.

Any use of this report by third parties, or any reliance or decisions made based on it by parties other than the Owner, are the sole responsibility of such third parties. Valdez Engineering does not accept responsibility or liability for damages arising from the use of this report by third parties.

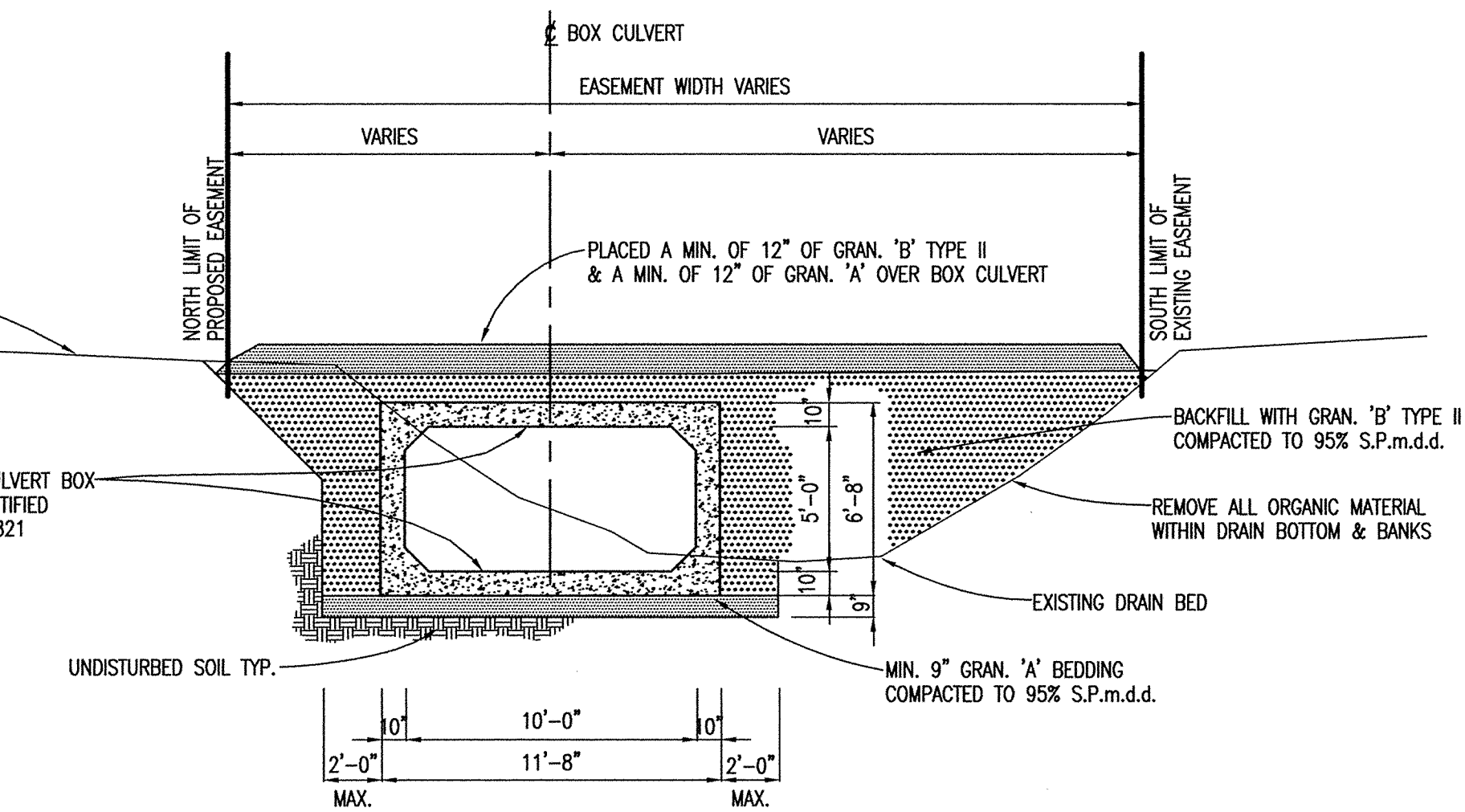
Appendix A

Site Layout Details of the Existing Drain

File Name: C:\valued 2002\217140\550-012.dwg Plotted: DECEMBER 15, 2004 Time: 3:08 PM

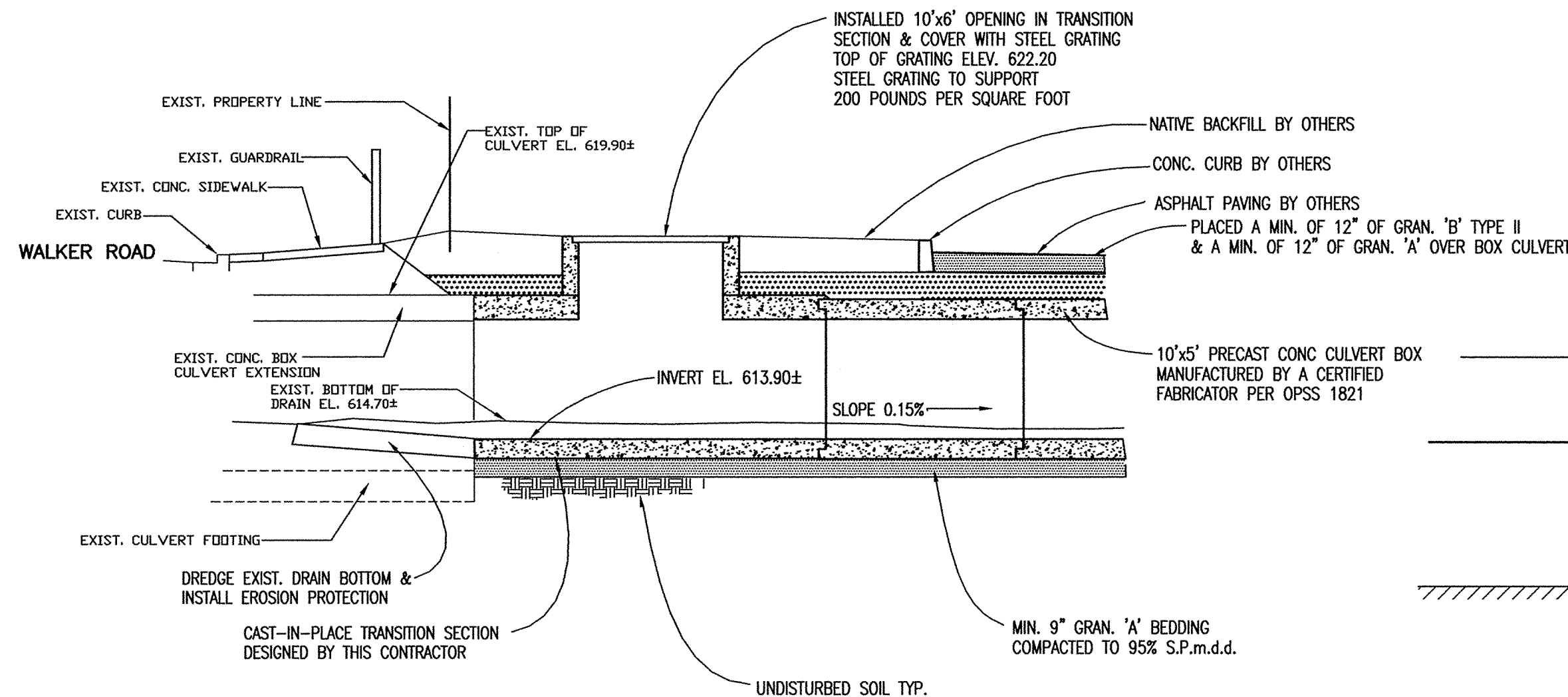
GENERAL NOTES:

- PRIOR TO THE COMMENCEMENT OF CONSTRUCTION, THIS CONTRACTOR SHALL BE RESPONSIBLE TO OBTAIN ALL FIELD DIMENSIONS, ELEVATIONS AND FIELD CONDITIONS.
- THE LOCATION OF UTILITIES ARE NOT SHOWN ON THIS DRAWING. THIS CONTRACTOR SHALL BE RESPONSIBLE TO ASCERTAIN AT HIS OWN COST THE EXACT LOCATION OF ALL UTILITIES AND TO PROTECT THESE UTILITIES FROM DAMAGE.
- THIS CONTRACTOR SHALL MAINTAIN STORM WATER FLOW IN THE DRAIN AT ALL TIMES. STORM WATER DIVERSION TO BE APPROVED BY THE ENGINEER. INSTALLATION OF BOX CULVERT SECTIONS SHALL BE UNDERTAKEN IN THE DRY.
- THIS CONTRACTOR AND HIS WORKERS SHALL UNDERTAKE ALL WORK ON THIS PROJECT IN COMPLIANCE WITH THE "OCCUPATIONAL HEALTH AND SAFETY ACT AND REGULATION FOR CONSTRUCTION PROJECTS", ONT. REG. 213/91 AS AMENDED.
- INFORMATION FOR THIS SITE PLAN WAS OBTAINED FROM A TOPOGRAPHIC SURVEY OF PART OF LOT 15, CONCESSION 6, GEOGRAPHIC TOWNSHIP OF SANDWICH EAST, NOW IN THE CITY OF WINDSOR, COUNTY OF ESSEX, DATED MAY 14, 2003, AS PREPARED BY VERHAEGEN, STUBBERFIELD, HARTLEY, BREWER AND BEZARE INC., ONTARIO LAND SURVEYORS.
- ALL EXISTING TREES, STUMPS AND BRUSH SHALL BE REMOVED AS REQUIRED AND SHALL BE DISPOSED OFF-SITE. NO BURNING WILL BE PERMITTED ON SITE.
- ALL BACKFILL MATERIAL SHALL BE GRANULAR 'B' TYPE II CONFORMING TO OPSS 1010, COMPACTED TO 95% S.P.m.d.d.
- THIS CONTRACTOR SHALL SUBMIT SIX (6) SETS OF CERTIFIED STRUCTURAL SHOP DRAWINGS OF BOX CULVERT SECTIONS FOR ENGINEER'S REVIEW. EACH DRAWING TO BE SEALED AND SIGNED BY A PROFESSIONAL ENGINEER LICENCED TO PRACTICE IN THE PROVINCE OF ONTARIO.
- PRECAST BOX CULVERTS SHALL BE CONSTRUCTED IN ACCORDANCE TO THE ONTARIO PROVINCIAL STANDARD OPSS 1821, MAY, 1993.
- PRECAST BOX CULVERTS SHALL BE FABRICATED BY A MANUFACTURER CERTIFIED IN CONFORMANCE TO PREQUALIFICATION REQUIREMENTS FOR MANUFACTURERS OF PRECAST REINFORCED CONCRETE BOX CULVERTS AND BOX SEWERS IN ACCORDANCE TO OPSS 1821, MAY 93, MATERIAL SPECIFICATION FOR PRECAST REINFORCED CONCRETE BOX CULVERTS AND BOX SEWERS.
- PRECAST BOX CULVERTS SHALL BE INSTALLED IN ACCORDANCE TO OPSS 422, MAY 93, CONSTRUCTION SPECIFICATION FOR PRECAST REINFORCED CONCRETE BOX CULVERTS AND BOX SEWERS.
- THIS CONTRACTOR SHALL BE RESPONSIBLE FOR THE DESIGN AND INSTALLATION OF TRANSITION SECTIONS. SUBMIT TO ENGINEER, FOR HIS REVIEW, SIX (6) SET OF CERTIFIED DRAWINGS BEARING THE SEAL AND SIGNATURE OF A PROFESSIONAL ENGINEER LICENCED TO PRACTICE IN THE PROVINCE OF ONTARIO.
- ALL CONCRETE SHALL HAVE A COMPRESSIVE STRENGTH OF 35 MPa AT 28 DAYS AND SHALL BE AIR ENTRAINED WITH AN AIR CONTENT OF 7% ± 1%.
- ALL REINFORCING STEEL SHALL BE HARD GRADE NEW BILLET STEEL DEFORMED BARS WITH $f_y = 400$ MPa, IN ACCORDANCE WITH LATEST CSA STANDARD G30.12-M1977.
- LAP REINFORCING BARS A MINIMUM OF 30 BAR DIAMETERS OR A MINIMUM OF 12", WHICHEVER IS GREATER GOVERNS.
- ALL EXCAVATED ORGANIC MATERIAL SHALL BE REMOVED AND DISPOSED OFF SITE.
- THIS CONTRACTOR TO FIELD LOCATE ALL EXISTING OUTLET PIPES INTO THE EXISTING DRAIN. EXISTING OUTLET PIPES TO BE EXTENDED AND CONNECTED TO BOX CULVERT.



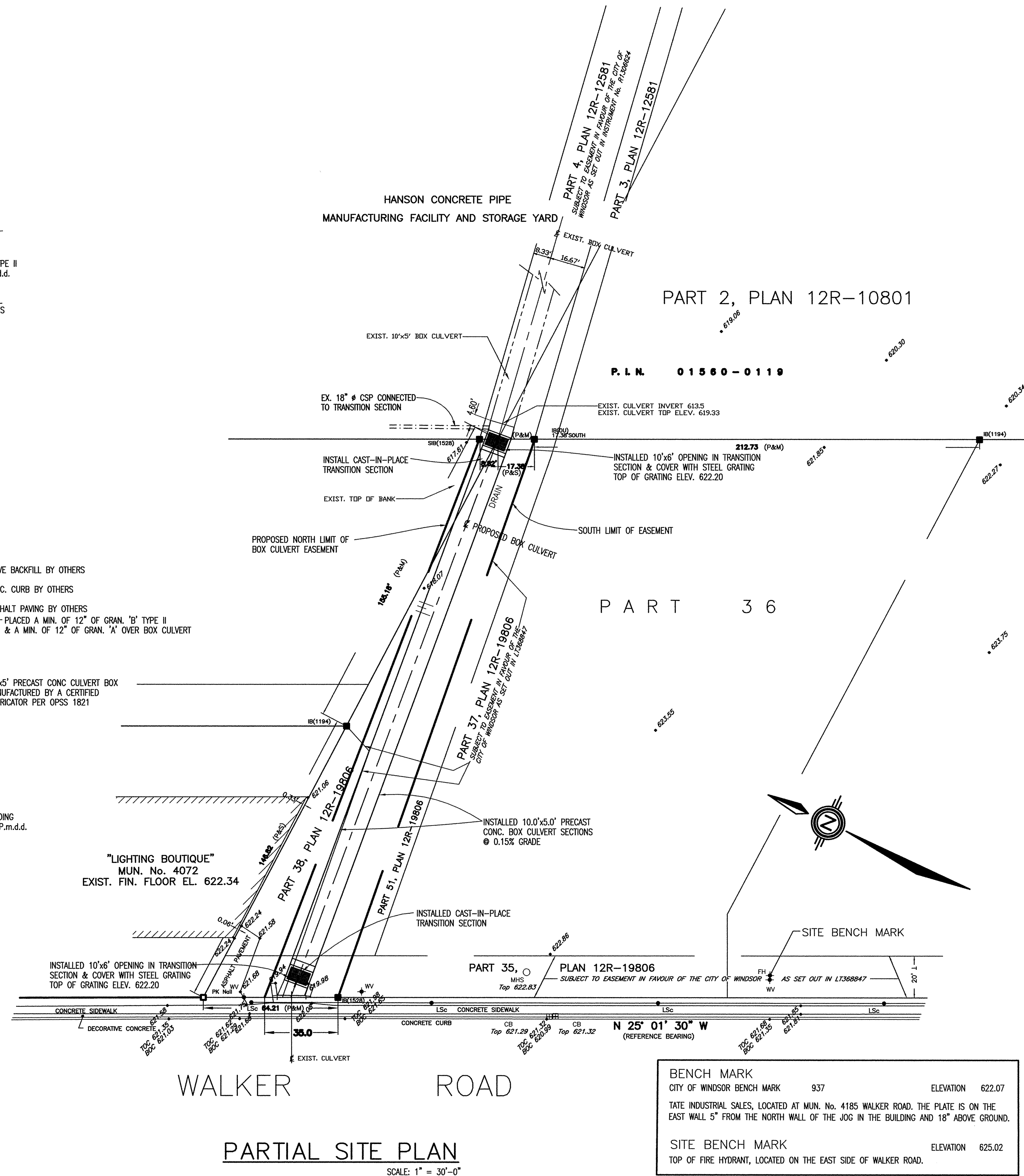
TYPICAL CROSS SECTION

SCALE: 3/16" = 1'-0"



SECTION THROUGH TRANSITION SECTION

SCALE: 3/16" = 1'-0"



BENCH MARK	
CITY OF WINDSOR BENCH MARK 937	ELEVATION 622.07
TATE INDUSTRIAL SALES, LOCATED AT MUN. No. 4185 WALKER ROAD. THE PLATE IS ON THE EAST WALL 5" FROM THE NORTH WALL OF THE JOG IN THE BUILDING AND 18" ABOVE GROUND.	
SITE BENCH MARK	
TOP OF FIRE HYDRANT, LOCATED ON THE EAST SIDE OF WALKER ROAD.	ELEVATION 625.02

RECORD DRAWING

OWNER:			PROJECT:			DRAWN:			APPROVED:			DATE:		
391568 ONTARIO LIMITED			R. LUCENTE ENGINEERING INC.			J.P.			R.B.L.			MAY, 2003		
c/o LIGHTING BOUTIQUE			CONSULTING ENGINEERS			CHECKED:			SCALE:			FIELD BOOK NO:		
4072 WALKER ROAD, WINDSOR, ONT., N8W 3T5			3514 Walker Road, Unit #1			R.L.			AS SHOWN			DRAWING NO:		
			Windsor, Ontario, Canada			OFFICE FILE NO:			03-850			2R-349		
			N8W 3S4			CONTRACT NO:						SHEET NO.:		
												1 of 1		
NO.			ISSUED FOR			DATE								
3			RECORD DRAWING			DEC. 15, 2004								
2			OPENINGS ADDED TO TRANSITION SECTIONS			OCT. 21, 2003								
1			OWNER'S REVIEW			JUNE 03, 2003								

Appendix B**Stage 1 Zoning By-law Amendment Letter**



THE CORPORATION OF THE CITY OF WINDSOR
PLANNING & BUILDING DEPARTMENT
PLANNING - DEVELOPMENT DIVISION

Office of the Commissioner of
Economic Development & Innovation

Thom Hunt, MCIP, RPP
City Planner/Executive Director

October 11, 2024

Architectural Design Associates Inc., Architect
c/o Jason Thibert
1670 Mercer Street
Windsor, ON, N8X 3P7

RE: STAGE 1 PLANNING CONSULTATION FOR ZONING BY-LAW AMENDMENT (ZBA)

Applicant: LBI Developments Inc. (391568 Ontario Inc.)

Agent: Architectural Design Associates Inc., Architect c/o Jason Thibert

File No.: PC-079/24, Stage 1

Location: 2415 Division, 0 Division, 0 Division, 2385 Division, 2375 Division Rd, 4040 Walker Rd, Part Of 4096-4128 Walker

Roll Nos.: 070-160-04808, 070-160-04809, 070-160-04802, 070-160-04700, 070-160-04600, 070-160-04500, AND PART OF 070-160-04010

The Stage 1, Planning Consultation process is complete for the proposed commercial development on the subject lands. This letter contains feedback from municipal departments and external agencies that were consulted on the subject matter.

OFFICIAL PLAN DESIGNATION: Mixed Use Corridor and Industrial, Schedule D: Land Use, OP Vol. 1.

Applicable Official Plan Schedules, Volume 1:

Schedule 'A' - Planning Districts & Policy Areas - "Devonshire"

Schedule 'B' - Greenway System - Division Road is a "proposed recreationway"

Schedule 'C' - Development Constraint Areas - located within "Airport Operating Area", NEF 25

Schedule 'C-1' - Development Constraint Areas: Archaeological Potential - Designated within "Low Archaeological Potential" [The updated archaeological potential model as per the 2024 WAMP and associated Official Plan Schedule C-1 recently adopted by City Council on July 22, 2024, indicates the subject property to be **within an Archaeological Potential Zone (APZ).**]

*Schedule 'D' - Land Use - "**Mixed Use Corridor**"; "**Industrial**"

Schedule 'F' - Roads & Bikeways - Division Rd is a Class II Arterial

Schedule 'F-1' - Railways/Rail Corridors and Railyards -located to the East (abutting)

Schedule 'G' - Civic Image - "Gateway" is located at the intersection of Walker Road/Division Road; Walker Road is designated as a "Civic Way"

ZONING OF THE SUBJECT LAND: Manufacturing District 1.2 (MD1.2) and Commercial District 3.3 (CD3.3)

PROPOSED DEVELOPMENT: The Applicant proposes a commercial/retail development with approximately 16,000m² of total building footprint and 1061 surface parking spaces (includes accessible parking spaces). The applicant is requesting to amend the MD1.2 zoning on the 2415

Division Rd and two adjacent properties to the west listed as 0 Division Rd to the surrounding CD3.3 zoning or a Zone-Specific Category to allow Commercial/Retail on the entire lands.

A. REQUIRED APPLICATIONS AND FEES:

- 1) **Official Plan Amendment (OPA) Application:** The proposed development requires an Official Plan Amendment. The application is deemed a **Major OPA** and the applicable fee is 50% of \$8,462.35 (that is, **\$4,231.18**). The other 50% of the fee goes towards the cost of the Stage 2 OPA Planning Consultation.
- 2) **Zoning By-law Amendment (ZBA) Application** – This application is deemed a **Major Rezoning** and the applicable fee is 50% of \$6,187.40 (that is, **\$3,093.70**). The other 50% of the fee goes towards the cost of the Stage 2 ZBA Planning Consultation.
- 3) **Site Plan Control (SPC)** – The development proposal is subject to Site Plan Control pursuant to the Planning Act and City of Windsor By-law 1-2004. Please request a Site Plan Control Planning Consultation Stage 1 at <https://ca.cloudpermit.com/login>, following the required Public Meeting at the Development and Heritage Standing Committee.
- 4) **Stage 2 Planning Consultation for OPA & ZBA** – The application fee is summed up below:

OPA Stage 2 PC fee =	\$4,231.17
ZBA Stage 2 PC fee =	\$3,093.70
Total Stage 2 PC fee =	\$7,324.87

NOTE: The purpose of the Stage 2 Consultation application is to circulate all required supporting documents, as noted in this Stage 1 Consultation letter, to City Departments and local agencies for their review and comment. Once it has been determined that all required documents are accepted/approved by the departments/agencies consulted, Planning Department staff will prepare a Stage 2 Planning Consultation letter to inform the applicant/agent of the next steps to be followed in order to submit a development application under the Planning Act.

The Application forms can be found on the City's website using this link: <https://www.citywindsor.ca/residents/planning/Land-Development/Development-Applications/Pages/Applications--Fees.aspx>

B. REQUIRED SUPPORT STUDIES OR INFORMATION for the ZBA & OPA:

1. **Standard requirements**
 - a. Copy of Deed or Offer to Purchase
 - b. Site Plan Conceptual (see Section 8 of the ZBA Application Form).
 - c. Sketch of the subject lands (see Section 11 of the ZBA Application Form).
2. **Open House** per Section 10.6.6, OP Vol. 1. Submit an Open House Report summarizing the results of the Open House.
3. **Engagement with First Nations** per Section 10.6.7, OP Vol. 1. You are to document, in the Planning Rationale Report the following: (i) how Indigenous communities were identified and consulted, (ii) what issues, if any, were raised, and (iii) how those issues were avoided, prevented, mitigated or addressed. Please ensure to engage with the Caldwell First Nation Community, Walpole Island First Nation, and any other affected indigenous communities and nations. The following link might be useful in the consultation process: <https://nationsconnect.ca/>

4. **Planning Rationale Report (PRR).** For Terms of Reference see NOTES section below.
- The PRR shall include a section with the Planning Consultant's summary for each supporting study/report submitted for the proposed development. Any recommendations found in a required supporting study/report shall be noted and, as necessary, analyzed in the Planning Consultant's PRR.
 - The PRR shall demonstrate (i) consistency with relevant policies of the Provincial Planning Statement (PPS) 2024, including an analysis of consistency with policy 2.8.2 of the PPS], (ii) conformity with relevant OP policies [including locational and evaluation criteria within the applicable land use designation(s) and evaluation criteria in section 11.6.3, OP Vol. 1], and (iii) how the proposed development addresses the objectives and policies of the City of Windsor Intensification Guidelines. Copy this link to access the City of Windsor Intensification Guideline: https://www.citywindsor.ca/Documents/residents/planning/land-development/Windsor%20Intensification%20Guidelines_2022.06.16.pdf
5. **Noise Study** – per sections 7.2.8.8 (a), 7.2.10.2 (e), and 5.4.5.2 of OP Vol. 1. Noise Study is required for a new development within 300 metres of a rail corridor to support the proposal. For Terms of Reference see NOTES section below. If the need for mitigation measures is determined by such study, the applicant's noise consultant shall identify and recommend appropriate mitigation measures, in accordance with the Procedures chapter (Chapter 10) of OP Vol. 1.
6. **Vibration Study** – per sections 7.2.8.8 (a) and 5.4.5.2 of OP Vol. 1. Vibration Study is required for a new development, located within 75 metres of a rail corridor, to support the proposal. For Terms of Reference see NOTES section below. If the need for mitigation measures is determined by such study, the applicant's vibration consultant shall identify and recommend appropriate mitigation measures, in accordance with the Procedures chapter (Chapter 10) of OP Vol. 1.
7. **Consultation with appropriate Rail Company** – per section 7.2.8.8 (c). All proponents of new development adjacent to a rail corridor will consult with the appropriate railway company prior to the finalization of any noise or vibration study required by the OP. Submit written proof of the required consultation separately or incorporate the written proof in the Noise and Vibration studies.
8. **Appropriate safety measures** - per sections 7.2.8.8 (d), 7.2.10.3, and 5.4.5.3 of OP Vol. 1. All proponents of new development abutting a rail corridor shall incorporate appropriate safety measures such as setbacks, berms and security fencing to the satisfaction of the Municipality, in consultation with the relevant public agency and the appropriate railway company. Incorporate the safety measures in the Noise and Vibration studies.
9. **Functional Servicing Study.** For Terms of Reference see NOTES section below. Contact Juan Paramo (Development Engineer) at 519-255-6267 ext. 6353 or jparamo@citywindsor.ca, if you have any questions.
10. **Municipal Drainage Report** - A municipal drainage report is required for the section of the enclosed municipal drain through the property to satisfy the municipal drainage act requirements, including a structural assessment and drawings to document this enclosure design. The structural assessment for the concrete culvert should include, at a minimum, the following elements:
- CCTV inspection, review and associated recommendations,

- Structural assessment of the concrete culvert, evaluating its capacity to support proposed loading,
- A review of the necessary cover over the concrete culvert to accommodate heavy vehicles for maintenance, as well as any potential future heavy vehicles associated with the northerly future expansion.

11. **Urban Design Study** - For Terms of Reference see NOTES section below.

12. **Stage 1 Archaeological Assessment** – per 2024 Windsor Archaeological Master Plan (WAMP). 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. For Terms of Reference see NOTES section below. A final copy of these relevant archaeological reports and GIS study area must be submitted to the City of Windsor.

13. **Transportation Impact Statement** - For Terms of Reference see NOTES section below. In addition, see **TIS scope** within the Appendix A attached to this letter. The proposed accesses must be revised before conducting the TIS.

- All new accesses shall conform to the TAC Geometric Design Guide for Canadian Roads and the City of Windsor Standard Engineering Drawings.
 - Proposed driveway onto Walker Road is not supported since the distance to the signalized intersection does not meet the TAC requirement.
 - Proposed driveway onto Division Rd must be aligned with the existing driveway of the cross-street property to avoid any conflict and provide safety.
 - Transportation Planning has concern with the potential significant cut-through traffic, particularly the southeasterly sheared access. This must be considered in TIS.

For more information, contact Elara Mehrilou, Transportation Planner, at 519 255 6100 ext. 6037 or EMehrilou@citywindsor.ca

14. **Parking Study.** The study must demonstrate that reduced parking standards will not negatively impact the parking supply in the area or result in spill-over parking in adjacent areas. If you have questions, contact Elara Mehrilou, Transportation Planner, at 519 255 6100 ext. 6037 or EMehrilou@citywindsor.ca

15. **Natural Site Features Inventory (include Tree Inventory) & Preservation Study ()** – focus on vegetation surveys to include a SAR habitat assessment and inventory of Significant Wildlife Habitat. Also, provide a detailed tree inventory for all live trees over 10cm DBH on the lot, both city and privately owned. The inventory should identify ownership and provide sub-meter accuracy GPS location, species, diameter (DBH) and condition for each tree.

C. SUPPORT STUDIES / INFORMATION REQUIRED FOR SITE PLAN CONTROL (SPC) APPLICATION

1. **Storm Water Retention Scheme.** For scope of study contact Juan Paramo (Development Engineer) at 519-255-6267 ext. 6353 or jparamo@citywindsor.ca
2. **Energy Strategy.** For the Energy Strategy Terms of Reference, please use the webpage at: <https://www.citywindsor.ca/residents/environment/climate-change-mitigation/community-energy-plan/Pages/Energy-Strategy-for-Developers.aspx>.

NOTES TO APPLICANT

- Here is the link to access the Terms of Reference for some of the required studies: [https://www.citywindsor.ca/documents/residents/planning/plans-and-community-information/windsor-official-plan/Planning%20Rationale%20Report%20\(PJR\).pdf](https://www.citywindsor.ca/documents/residents/planning/plans-and-community-information/windsor-official-plan/Planning%20Rationale%20Report%20(PJR).pdf)
- A revised concept plan is required to address CN's comment and employment area protection
- ENWIN has existing overhead hydro poles along the north side, and on other sides, of the proposed development as noted in their comments found in Appendix A hereto attached. Review the Ontario Building Code to determine clearance requirements for new buildings from existing high voltage conductors. Proposed building setback from property lines could be impacted.
- Any proposed changes to the concept plan should be discussed with the Planning Department at your earliest convenience to ensure that such changes would not impact the information provided in this letter and/or the required supporting studies/information being requested in this letter.
- Administration reserves the right to request additional information in the future. Additional information may be requested by the Development and Heritage Standing Committee (DHSC) or City Council prior to a final decision being rendered.
- CAUTION: This letter does not provide the position of staff or the Corporation of the City of Windsor regarding the proposed development.
- This letter is valid for a period of one year and **will expire on October 11, 2025**.

CONCLUSION

This development proposal involves conversion of an employment area; therefore, the viability of the entire development, as proposed, is unclear until a satisfactory Planning Rationale Report is provided by the applicant in support of the subject development. Furthermore, the required 30m building setback from the CN rail corridor would impact the viability of the proposed development.

Should you wish to proceed with the Stage 2 Planning Consultation application, please complete and sign the latest version of the planning application form for the OPA and ZBA; submit the signed application forms along with required supporting studies & information noted in this letter, plus the applicable processing fees, to the Planning & Building Services – Planning Division, 350 City Hall Square W., Suite 210, Windsor, ON, N9A 6S1. Applications can be submitted by Canada Post or by emailing directly to planningdept@citywindsor.ca.

If you have any questions regarding this letter, please contact Justina Nwaesei by email at jnwaesei@citywindsor.ca.

Sincerely,



Justina Nwaesei, MCIP, RPP

Senior Planner - Development

JN/nm

Attachment: *Comments from Municipal Departments & External Agencies (Appendix A)*

Appendix C

CCTV Inspection Video (digital)