

June 30, 2017

Dear Property Owner:

**RE: Objects in the Public Right-Of-Way to be Removed
Riverside Drive Vista Improvements Project Phase 1 Stage 2**

The City of Windsor is proceeding with construction of the second stage of the Riverside Drive Vista Improvements Project Phase 1. A review of current site conditions within the project area has revealed numerous objects that are located and encroaching within the public right-of-way, in contravention of By-Law 25-2010.

Any objects within the right-of-way (fences, bushes or other landscaping, parking blocks, driveway curbs, light posts, address signs, etc.) will be removed and disposed of by the contractor during construction. You may choose to remove the objects yourself prior to contractor doing so. If so, please ensure everything is removed before September 1, 2017.

If you wish to install anything other than grass within the public right-of-way, you may apply for permission by contacting Mr. Dan Durocher, Technologist I, in our Engineering Department, at 519-255-6257 extension 6555. If it is your intention to apply for permission and retain any existing objects, please notify Ms. Laura Ash, Engineer I, at 519-255-6257 extension 6734 prior to **August 15, 2017** to ensure the contractor is aware not to remove and dispose of them.

The **approximate** location of your property line is included in the *attached* image. For further information regarding landscaping, please refer to the *enclosed* Engineering Best Practice BP3.2.2. The City of Windsor's Encroachment Policy is also available online, www.citywindsor.ca.

If you require further assistance or have questions regarding encroachments, locating your property line or driveway access restoration, please contact Ms. Laura Ash.

Sincerely,



Wesley S. Hicks, P. Eng.
Senior Manager of Infrastructure & Geomatics, Deputy City Engineer

LA LA/mb
Attachment: Aerial Image
Enclosure: Engineering Best Practice BP3.2.2, June 6, 2016

cc. Ward 6 Councillor Jo-Anne Gignac
311
Right-of-Way Supervisor
City Engineer