

## SITE PLAN CONTROL PLANNING CONSULTATION: STAGE 1

April 10, 2026

## GENERAL INFORMATION

|                        |                                                                                                                                  |
|------------------------|----------------------------------------------------------------------------------------------------------------------------------|
| <b>Applicant</b>       | TATRO GROUP OF COMPANIES   JARRYD POOLE   <a href="mailto:jarryd@tatrogroup.com">jarryd@tatrogroup.com</a>                       |
| <b>Applicant/Agent</b> | DILLON CONSULTING LIMITED   MELANIE MUIR   <a href="mailto:mmuir@dillon.ca">mmuir@dillon.ca</a>                                  |
| <b>Owner</b>           | 1000785835 ONTARIO INC.   <a href="mailto:trafi@rafihautogroup.com">trafi@rafihautogroup.com</a>                                 |
| <b>Consultant</b>      | ARCHITECTURAL DESIGN ASSOCIATES   JERRY KAVANAUGH   <a href="mailto:jkavanaugh@ada-architect.ca">jkavanaugh@ada-architect.ca</a> |

File No. PCS1-2025-66  
Planner KAREEM KURDI | 519-255-6543 x6137 | [kkurdi@citywindsor.ca](mailto:kkurdi@citywindsor.ca)

## DEVELOPMENT PROPOSAL

The proposed development consists of a transport terminal and warehouses with associated parking.

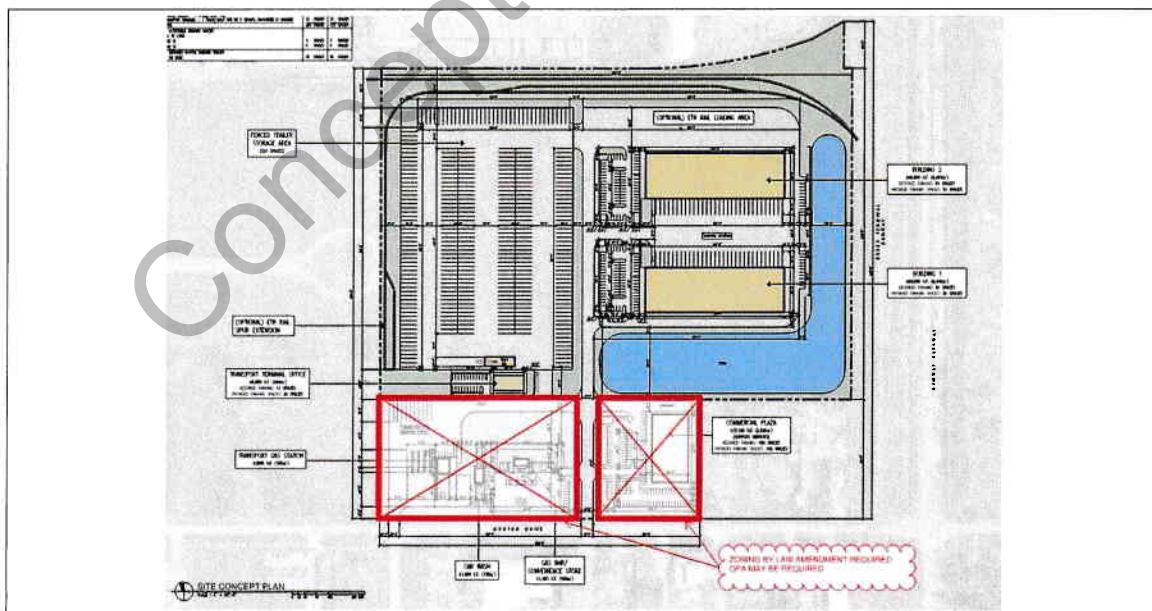
## LOCATION OF SUBJECT LANDS

| ADDRESS      | ROLL NUMBER        | LEGAL DESCRIPTION                                                                                                          |
|--------------|--------------------|----------------------------------------------------------------------------------------------------------------------------|
| 0 MORTON DR. | 080-850-02303-0000 | SANDWICH WEST CON 1 PT LOTS 42 AND 43 PLAN 492 LOTS 12 TO 14 PT LOTS 11 AND 16 PLAN 773 PT LOT 15 RP 12R29619 PARTS 1 TO 3 |

## DESCRIPTION OF SUBJECT LANDS

|                                 |                             |
|---------------------------------|-----------------------------|
| TOTAL SITE AREA                 | 75 AC                       |
| LAND USE DESIGNATION            | INDUSTRIAL                  |
| ZONING DISTRICT                 | MANUFACTURING DISTRICT M2.5 |
| ONTARIO LAND TRIBUNAL           | PL020829                    |
| OFFICIAL PLAN AMENDMENT FILE    | -                           |
| ZONING BY-LAW AMENDMENT FILE    | B/L 227-2002                |
| COUNCIL RESOLUTION              | -                           |
| COMMITTEE OF ADJUSTMENT FILE    | B-42/75, B-43/75, B-44/75   |
| PREVIOUS SITE PLAN CONTROL FILE | -                           |
| ZONING BY-LAW                   | 8600                        |

### REFERENCE SKETCH





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### PLANNING CONSULTATION STAGE 1

The Site Plan Control Planning Consultation Stage 1 process is now complete for the proposed development, this application represents the first of a two-stage consultation process. The proposed development has been circulated to various departments and agencies to determine documentation, drawings and support studies required to proceed to the Planning Consultation Stage 2 process. A summary of application stages, types, fees and information requirements is identified within this report.

The applicant will be required to provide all identified application requirements outlined in this report to commence the Planning Consultation Stage 2 process.

The Site Plan Control Planning Consultation Stage 2 application will be made available shortly on Cloudpermit.

### CONCLUSION

The Planning Consultation Stage 1 report does not indicate the position of staff or the Corporation of the City of Windsor regarding the proposed development and will expire one year from the date of this review.

Should you contemplate modification to the proposed development, verification is required by the Planning Department to ensure that the modifications do not impact the information provided within this report.

The content of this report and access to the subsequent Site Plan Approval application will remain valid for a period of one year from the date of this report.

If you have any questions regarding the content of this report, or the development review process in general, please contact the undersigned at your convenience.

**Kareem Kurdi**

Planner III / Site Plan Approval Officer



Planning & Development Services  
350 City Hall Square | Suite 320 | Windsor, ON | N9A 6S1  
Phone: 519-255-6543 ext. 6137  
Fax: 519-255-6544



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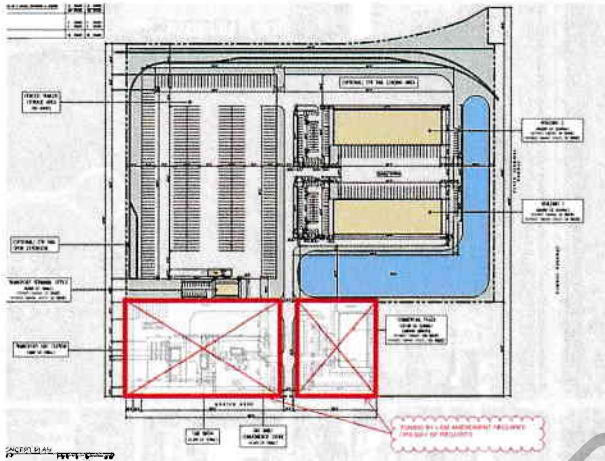
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### 3. CIRCULATION COMMENTS

The circulation comments presented here have been provided through the Site Plan Control Planning Consultation Stage 1 review process and are included for reference only. Sections 2 of this report (Application Requirements), identified above, has been informed by these comments.

#### General Review Comments

1. A Zoning by Law Amendment would be required to permit the commercial plaza, gas bar, convenience store and car wash uses since they are not considered accessory uses to the proposed Transport Terminal. A transport truck gas station might be considered an accessory use, so long as it is strictly devoted to the Transport Terminal use. Revise drawings to indicate only the uses permitted under the MD2.5 zoning category (see example below):



2. The western portion of the subject property is not included in the proposed development. Is there an intent to sever this portion? If a severance is not contemplated, is the unpaved turn around loop connecting to 200 Morton remaining as is? Are there existing access agreements with 200 Morton? Provide clarification and information and revise drawings as necessary.
3. Provide clarification on the proposed "Commercial Plaza" use. What are the specific uses intended for this Plaza? What is meant by "Support Services"? Note that Retail or office uses would require an Official Plan amendment in addition to a Zoning by Law Amendment.
4. Please advise if the proposed development will be phased. If so, provide a phasing plan for review.
5. Zoning deficiencies note below are required to be addressed. Revise drawings accordingly:
  - a. Number of Type 'A' Parking 3 (Required) 0 (Provided) [24.24.1.1]
  - b. Number of Type 'B' Parking 4 (Required) 0 (Provided) [24.24.1.1]
  - c. Curb Cut or Ramp for Accessible Parking [24.24.20]
  - d. Number of Bicycle Parking 10 (Required) 0 (Provided) [24.30.1]
  - e. Number of Loading Spaces 5 (Required) 1 (provided) [24.40.1.9]
  - f. Where a lot abuts a railway right-of-way, at the time of erection of a main building or an addition to an existing main building, a security fence having a minimum height of 1.830 m shall be erected continuously along the common boundary line between the lot and the railway right-of-way. [5.60.6]
6. Please contact Essex Terminal Railway (ETR) [dcvetkovski@etr.ca](mailto:dcvetkovski@etr.ca) for any comments and provide written correspondence of any requirements associated with the overall railway integration with the proposed development.
7. A Geo-Technical study will be required. Please refer to the City of Windsor Official Plan section 5.4.3.6
8. Identify the location and type of all exterior light fixtures.
9. Provide total cumulative length of all proposed continuous curbing.
10. Provide clarification on proposed refuse storage and collection strategy. Indicate all proposed refuse areas and bins on the site plan in accordance with zoning by law 8600 section 25.5.10.
11. Review comments below and provide responses accordingly.

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### Frank Garrardo, Windsor – Planning Policy

#### Plan Schedules:

Schedule 'A' - Planning Districts & Policy Areas - "Ojibway"  
Schedule 'A-1' – Special Policy Areas - N/A  
Schedule 'B' – Greenway System – N/A  
Schedule 'C' – Development Constraint Areas – located within "Mineral Mining Sites"  
Schedule 'C-1' – Development Constraint Areas: Archaeological Potential – Designated within "Archaeological Sensitive Area" (portion)  
Schedule 'D' – Land Use – Designated as "Industrial"  
Schedule 'E' - City Centre Planning District – N/A  
Schedule 'F' - Roads & Bikeways - Morton Drive is designated as a L/R  
Schedule 'F-1' – Railways/Rail Corridors and Railyards – abutting subject parcel  
Schedule 'G' - Civic Image – Ojibway Pkwy is designated as a "Civic Way"  
Schedule 'H' - Baseplan Development Phasing – N/A  
Schedule 'J' - Urban Structure Plan – N/A  
Schedule 'K' –Source Water Protection Areas- IPZ3

### Ryan Upton, Windsor – Heritage Planning

There is no apparent built heritage concern with this property, and it is not located within an Archaeological Potential Zone (APZ). Nevertheless, the Applicant should be notified of the following archaeological precaution.

1. Should archaeological resources be found during grading, construction or soil removal activities, all work in the area must stop immediately and the City's Planning & Development Services Department, the City's Manager of Culture and Events, and the Ontario Ministry of Citizenship and Multiculturalism must be notified and confirm satisfaction of any archaeological requirements before work can recommence.
2. In the event that human remains are encountered during grading, construction or soil removal activities, all work in that area must be stopped immediately and the site secured. The local police or coroner must be contacted to determine whether or not the skeletal remains are human, and whether the remains constitute a part of a crime scene. The Local police or coroner will then notify the Ontario Ministry of Citizenship and Multiculturalism and the Registrar at the Ministry of Government and Consumer Services if needed, and notification and satisfactory confirmation be given by the Ministry of Citizenship and Multiculturalism.

#### Contacts:

Windsor Planning & Development Services Department:  
519-255-6543 x6179, ttang@citywindsor.ca, planningdept@citywindsor.ca  
Windsor Manager of Culture and Events (A):  
Michelle Staadegaard, (O) 519-253-2300x2726, (C) 519-816-0711, mstaadegaard@citywindsor.ca  
Ontario Ministry of Citizenship and Multiculturalism  
Archaeology Programs Unit, 1-416-212-8886, Archaeology@ontario.ca  
Windsor Police: 911  
Ontario Ministry of Public and Business Service Delivery and Procurement  
Registrar of Burial Sites, War Graves, Abandoned Cemeteries and Cemetery Closures:  
Ian Hember, 1-437-244-9840, ian.hember@ontario.ca

### Rob Perissinotti, Windsor - Development, Projects & ROW

#### Review Comments:

#### Site Servicing:

- Stormwater from the proposed new parcel will outlet into the Morton Drain under the pre-development conditions (undeveloped grassy field). A complete stormwater management report will be required at the time of Site Plan Control. Drainage Act approval will be required if any modifications are to be made to the existing Municipal Drain(s).
- It has been determined that the allowable sanitary release rate for the site is 46 L/s, based on a future industrial development and the existing theoretical capacity of the municipal sanitary network including the Maplewood Ave pumping station. However, the City has indented capacity concerns with the Maplewood Ave pumping station due to excess flows entering the system. As a result of these concerns, additions flows will not be permitted into the municipal sanitary system until measures have been taken to rectify the issue(s).

Stormwater Management Plan - Required prior to the issuance of building permits, in accordance with Windsor Essex Region Stormwater Management Standards Manual, restricting stormwater runoff to pre development levels.

The submission for a Storm Detention Scheme will include, at a minimum:

- a. Submission of stormwater management review fee,
- b. Stormwater management report stamped by a professional engineer
- c. Stormwater management check list (see link below)

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d. Site servicing drawings stamped by a professional engineer

Submission of a stormwater management report alone will be deemed incomplete, unless accompanied by the additional requirements specified above. Please visit the City of Windsor Website [Stormwater Management Requirements | City of Windsor](#) and the ERCA Website [Windsor-Essex Region Stormwater Management Standards Manual](#) for additional information on stormwater management requirements.

In addition to the general provisions outlined in the SPC agreement, the following special provisions will be required prior to a building permit application:

ERCA Requirements – The owner(s) further agrees to follow all drainage and flood proofing recommendations of the Essex Region Conservation Authority (ERCA) may have with respect to the subject land, based on final approval by the City Engineer. If applicable, the Owner will obtain all necessary permits from ERCA with respect to the drainage works on the subject lands.

### Kevin Alexander, Windsor – Planning Policies

The property is not within a Demolition Control By-law area or targeted CIP area.

The property is designated "Industrial" on Schedule 'D' - Land Use.

To improve visual appearance of Morton Drive, partial screening of the parking lot should be implemented with the use of low berms, decorative fencing, and/or low masonry walls alongside trees, grasses and shrubs. See 8.11.2.19 Partial Screening of Parking Lots Chapter 8 (Page29) of the City of Windsor Official Plan (Chapter 8 - Urban Design). Please see the following link to the Official Plan: <https://www.citywindsor.ca/Documents/residents/planning/plans-and-community-information/windsor-official-plan/8.Urban%20Design.pdf>

Provide elevation drawings that address Section 3 of the City Intensification guideline for Low Profile Buildings (See pages 28 to 30) at the following link:

[https://www.citywindsor.ca/Documents/residents/planning/land-development/Windsor%20Intensification%20Guidelines\\_2022.06.16.pdf](https://www.citywindsor.ca/Documents/residents/planning/land-development/Windsor%20Intensification%20Guidelines_2022.06.16.pdf)

### David Dean, Windsor – Building Department

Please revise the site plan to indicate the following:-

- the Building Classification 3.2.2.XX. from OBC(2024).
- whether the building is sprinklered and/or standpipied?
- location of firewall(s), if applicable.
- location of Siamese connection, if applicable.
- location of fire hydrant(s).
- distance from Siamese connection to fire hydrant, if applicable.
- location of principal entrance or multiple entrances in 'cut off' units.
- the unobstructed distance from fire hydrant(s) to principal entrance as per 3.2.5.5.(3). OBC (2024).
- the distance from principal entrance to edge of fire route.
- the inside, centerline and outside radii of the fire route throughout its entire length.
- fire route width throughout its entire length.
- location of the unobstructed windows or access panels for each 15 meters of wall on the 'face of the building required to face a street' as per 3.2.5.1. OBC(2024).
- revise Fire Route to be in compliance with "Location of Access Routes" 3.2.5.5. OBC(2024) and "Access Route Design" 3.2.5.6. OBC(2024).
- revise and resubmit a separate fire route drawing.
- quantity of 'streets' this building faces, as defined in the OBC(2024).

Our review and approvals are limited to the requirements of the fire access to a building(s) and provisions for fire fighting. All other requirements of the Ontario Building Code and applicable municipal bylaws shall be met and will be reviewed in the construction permit issuance process.

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

Where a building is to be constructed in proximity to above ground electrical conductors, horizontal clearances between buildings and conductors shall comply with Subsection 3.1.20. of the Ontario Building Code(2024).

### Samuel Perry, Windsor – Zoning Coordinator

- Number of Type 'A' Parking 3 (Required) 0 (Provided) [24.24.1.1]
- Number of Type 'B' Parking 4 (Required) 0 (Provided) [24.24.1.1]
- Curb Cut or Ramp for Accessible Parking [24.24.20]
- Number of Bicycle Parking 10 (Required) 0 (Provided) [24.30.1]
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### Hoda Kameli, Windsor – Landscape Architect

As requested, the materials for the file titled above have been reviewed.

#### GENERAL PROVISIONS

1. Provide the total landscaped area (softscape) for the purpose of calculating the Landscape Performance Bond and clearly identify existing and proposed landscape areas where they differ.
2. A Tree Inventory shall be prepared by an ISA certified arborist or certified Landscape Architect to document all trees with a caliper of 100 mm or greater. The inventory must include trees located on the subject property, 3.0 m of the property on adjacent lands, and/or within the municipal right of way. Tree diameter is to be measured at 1.4 meters above finished grade.
3. General Provision Landscape Plan provided by a registered Landscape Architect (OALA) to the satisfaction of the City of Windsor's Landscape Architect from the Planning Department.
4. The minimum number of required plantings, as outlined in Section 3.2.3 of the current City of Windsor Landscape Requirements for Development (4th Edition), will be determined upon receipt of the tree inventory and landscape area.
5. Provide an outdoor Photometric Plan and Lighting Product Specifications for each light fixture proposed, prepared by a qualified Lighting Consultant or Lighting Engineer.

#### SPECIAL PROVISIONS

Securities in the form of a Certified Cheque or Line of Credit in accordance with the most current edition of the Corporation's Landscape Requirements for Development and CR228/2005 L.I.S.S., and the information provided by on the site plan, prior to issuance of a construction permit:

1. Landscape Security ... T.B.D. on receipt of Landscape area and calculate number of required trees
2. Exterior Lighting Security ... T.B.D. on receipt of Photometric and Plan and Lighting Product Specifications

Additional comments will be provided upon receipt of forthcoming submissions.

### John Smith, Windsor – Windsor Fire & Rescue

Windsor Fire & Rescue Services does not object to this application providing that:

1. All the requirements of the Ontario Building Code and City of Windsor Building Department will be met, including the requirements of fire department access to a building(s) and provisions for firefighting.
2. A fire route is constructed and maintained in compliance with the provisions of the City's fire route by-law and that any landscape plan prepared by a landscape architect or qualified professional takes into consideration the requirements of Division B, 2.5.1.2. (1) and (2) of the Ontario Fire Code. Fire access routes and access panels or windows provided to facilitate access for firefighting operations shall not be obstructed by vehicles, gates, fences, building material, vegetation, signs, speed bumps, or any other form of obstruction.
3. A water supply for firefighting purposes is in accordance with the Insurance Service Office Guidelines and Tables is available.
4. Combustible material shall not be stored on a roof or adjacent to any building so as to create a fire hazard to the building or its occupants (Division B, section 2.4.1.1 (4) of Ontario Reg. 213/07).
5. All applicable municipal bylaws shall be met and will be reviewed in the construction permit issuance process.

NOTE: The fire route shall be a Designated Fire Route as per Bylaw 9023 and signed appropriately (highlighted/hatched and identified clearly on an 8.5 x 14 inch drawing (pdf) and to be submitted to fire department). Attached is the fire route sign requirements in the City of Windsor as per Bylaw 9023.

28(2) Signs designating a fire route shall be as specified in Schedule "FF" herein and shall be placed at intervals of not less than 15.24 metres and not more than 45.72 metres along the designated fire route and one such sign shall be placed at each limit of the fire route" (inserted B/L 9590, Nov. 7, 1988; B/L 11338, Feb. 15/93)

- (b) (deleted B/L 9590, Nov. 7, 1988)
- (c) (deleted B/L 9590, Nov. 7, 1988)
- (d) (deleted B/L 9590, Nov. 7, 1988)
- (e) be placed,
  - (i) on intervals of not less than 15.24 metres and not more than 45.72 metres along the designated fire route, and
  - (ii) one at each limit of the fire route.
  - (iii) The signs must be installed on the right side of the roadway, at an angle of between 30 and 45 degrees to the flow of traffic and must always be visible. (added B/L 93-2009, June 1/09)
  - (iv) The left edge of the sign must be placed no closer than 0.6 metres and no greater than 2.0 metres from the edge of the roadway. (added B/L 93-2009, June 1/09)
  - (v) The bottom of the sign shall be placed no less than 2.3 metres and no greater than 3.0 metres above grade. (added B/L 93-2009, June 1/09)



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### Aashvi Sarvaiya, Windsor – Transportation Planning

- Land Conveyance  
Not Applicable
- Corner Cut-Off  
Not Applicable
- Sidewalk  
Not Applicable
- Parking  
All parking must comply with ZBL 8600.
- Transportation Impact Study (TIS)  
A Transportation Impact Study (TIS), satisfactory to the City Engineer and prepared in accordance with the City of Windsor TIS Guidelines, is required for this application. The scope of TIS is below:

The following link contains overall information on the scope of a TIS (City of Windsor TIS Guidelines):  
[www.citywindsor.ca/residents/Traffic-And-Parking/Transportation-Planning/Documents/TIS-Guidelines.pdf](http://www.citywindsor.ca/residents/Traffic-And-Parking/Transportation-Planning/Documents/TIS-Guidelines.pdf)

- Traffic data collection / review at the following intersections:
  - Development Accesses
  - Front Rd and Morton Dr
  - Ojibway Pkwy and Morton Dr
  - Sprucewood Ave and Ojibway Pkwy
- TIS must consider all phases/future development(s).
- Active transportation and improve crossing due to expected foot traffic from the future Windsor Regional Hospital must be considered.
- The location of the Windsor Hospital accesses must be consulted by the involved planner. TIS must speak to traffic conflicts if any.
- Trip generation for the proposed site using ITE trip generation data
- Traffic distribution and assignment of site generated traffic onto the road network;
- Analysis periods: Weekday PM peak hour and Weekday AM peak hour.
- Baseline traffic network modelling and development of total traffic projections for existing and future weekday/weekend conditions, accounting for possible growth of background traffic on existing and future road network;
  - o Horizon years: Opening day + 5 years • Capacity and level of service analysis
- Mode shares targets should be incorporated as assumed for this area per the Active Transportation Master Plan (pg. 35 of report); ATMP Windsor
- Identification of applicable improvements for future consideration
- Inclusion of required modifications on traffic control for the analyzed intersections
- Preparation of a final report (to include engineers' comments and supporting figures)

Required: To coordinate with the involved planner regarding other known development proposals in the area. The traffic generated by these developments must be accounted for in the TIS analysis.

Required: The referenced pages from ITE, TAC and other manuals need to be included in report. Also, the Synchro/SimTraffic simulation files must be forwarded to transportation office.

Required: Any approved EA design must be accounted for in the TIS analysis.

Note: Available City of Windsor traffic and intersection data can be acquired/purchased from traffic operations, contact: [tcp@citywindsor.ca](mailto:tcp@citywindsor.ca). Please note the data older than 3 years should not be used in the analysis. Similarly, growth rate cannot be applied on year 2020 and year 2021 data due to the effect of covid 19 pandemic.

- 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).
- Other Comment  
The proposed development is situated on the border of Windsor and Lasalle. Required TIS Scope includes intersections which impact traffic flow in Windsor as well as Lasalle therefore it is recommended to coordinate with Town of Lasalle in this matter.

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### Curtis Bartlett, Lasalle – Supervisor of Engineering

Please find our comments below for the SPC at 0 Morton.

1. Are any upgrades happening to the ROW along Morton?
2. A TIS will need to be provided for review.
3. Please confirm that no Town of LaSalle services are required for this development.

Regards,

Curtis Bartlett, P.Eng.  
Supervisor of Engineering  
Town of LaSalle

### Andrew Boroski, Windsor – Development, Projects & ROW

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.
  - o Modify as per Standard Engineering Drawing AS-204.
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.
  - o Modify drawings to include all sewer connections and water services.
  - o Identify any redundant connections to be abandoned in accordance with Engineering Best Practice BP1.3.3.
  - o Sampling Manhole required to be installed at or near property line, if one does not already exist.
3. Proper Agreement for Services – If any portion of the sewer connections will be shared with the adjacent property, said items must be identified on the drawing.
  - o Modify drawings to identify shared accesses/services with adjacent property.

### General Provisions (required prior to Building Permit Application):

All General Provisions not listed below shall be included in the Site Plan Control agreement; however, are not required prior to submission of a Building permit application or permit issuance.

|          | General Provision       | Prior to Building Application |
|----------|-------------------------|-------------------------------|
| G-14     | Driveway Approaches     | X                             |
| G-15 (1) | Street Opening Permits  | X                             |
| G-15 (2) | Site Servicing Drawings | X                             |
| G-28     | Video Inspection        |                               |

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

In addition to the general provisions outlined in the SPC agreement, the following special provisions will be required prior to submitting a building permit application:

ERCA Requirements – The owner(s) further agrees to follow all drainage and flood proofing recommendations of the Essex Region Conservation Authority (ERCA) may have with respect to the subject land, based on final approval by the City Engineer. If applicable, the Owner will obtain all necessary permits from ERCA with respect to the drainage works on the subject lands.

Proper Agreement for Services – The owner agrees to enter into a reciprocal agreement with the abutting property owners for services.

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.

Site Plan Control Agreement - The applicant enters 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.

### Connor Wilson, Windsor – Environmental Policy

The subject property is not mapped as being impacted by the City of Windsor's Development Constraint Areas or Greenway System. Staff note the presence of a potentially abandoned drain that bisects the property East-West. Staff note that this potentially abandoned drain appears naturalized from aerial and street imagery and likely functions as a wildlife movement corridor within an area of known Species at Risk (SAR) and Significant Wildlife Habitat (SWH) and the proposal has the potential to impact both.

SAR are protected under sections 9 and 10, of the Endangered Species Act (2007). Development and/or site alterations are not permitted unless in accordance with federal and provincial legislations (PPS 4.1.7). Development and/or site alterations are not permitted within SWH unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions under section 4.1.5.d of the Provincial Planning Statement (PPS, 2024).

A Scoped EER is required to be completed to the satisfaction of the City of Windsor prior to approval of the development and any land disturbances. The Scoped EER must follow the provided Terms of Reference and shall consist of points 1 to 11 as well as points 15 to 22.

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Please contact staff below if you have any questions or concerns about the EER requirements. It is recommended to begin the Scoped EER early in the planning process to allow for the appropriate amount and timing of any required field visits. A final copy of the Scoped EER must be submitted to the City of Windsor with a Stage 2 application.

Removal of natural heritage features, including vegetation, prior to approval may be considered a contravention of section 10 in the Ontario Endangered Species Act (2007) and the City may be required to report the activity to the Ministry of Environment, Conservation, and Parks (MECP).

Link to EER Terms of Reference - [Environmental Evaluation Report Updated Draft.pdf](#)

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](http://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](mailto:kaalexander@citywindsor.ca)

Connor Wilson  
Planner II – Revitalization & Policy Initiatives  
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### ERCA, Windsor – Conservation Authority

The City of Windsor has received Application for Site Plan Control SPC PCS1-2025-66 for the above noted subject property. The Applicant is proposing to construct a total of 16,505sq. m of GFA over eight (8) buildings on the site, with 327 standard and accessible parking spaces provided. The truck terminal will also provide 321 truck storage spaces on site.

### NATURAL HAZARDS AND REGULATORY RESPONSIBILITIES UNDER THE CONSERVATION AUTHORITIES ACT. O. REG 686/21

The following comments reflect ERCA's role in protecting people and property from the threats of natural hazards and regulating development hazards lands under Section 28 of the Conservation Authorities Act.

We have reviewed the development proposal for this site, and due to the scope and scale of the proposal, our office has concerns with respect to the downstream receiving watercourses. Therefore, the applicant is required obtain an approval from this office for the proposed works. ERCA has concerns with the potential impact from the quality of runoff to the downstream watercourse due to the proposed development on this site. ERCA recommends that the quality control of the runoff be adequately addressed to avoid any adverse impacts to the downstream watercourse. We therefore request inclusion of the following condition in the Development Agreement:

1. That the developer undertakes an engineering analysis and implements the necessary measures to address quality control, to the satisfaction of the Municipality and the Essex Region Conservation Authority.

In addition, the subject property may lie wholly or partially within the Event Based Area (EBA) of the Essex Region Source Protection Plan, which came into effect October 1, 2015. The Source Protection Plan was developed to provide measures to protect Essex Region's municipal drinking water sources. As a result of these policies, new projects in these areas may require approval by the Essex Region Risk Management Official (RMO) to ensure that appropriate actions are taken to mitigate any potential drinking water threats. Should your proposal require the installation of fuel storage on the site, please contact the RMO to ensure the handling and storage of fuel will not pose a significant risk to local sources of municipal drinking water. The Essex Region's Risk Management Official can be reached by email at [riskmanagement@erca.org](mailto:riskmanagement@erca.org). If a Risk Management Plan has previously been negotiated on this property, it will be the responsibility of the new