

February 14, 2024

Sent Via Email

## **INDUSTRY UPDATE**

### **Building Division**

*EFFECTIVE January 1, 2024*

On November 29, 2023, the Windsor Utilities Commission passed a new and comprehensive by-law to regulate and manage the control of the water works in the City of Windsor.

Bylaw 96 Highlights: <https://enwin.com/water/windsor-utilities-commission/law-96>

For your convenience, changes to both Enwin and the City of Windsor Building Department processes have been summarized below.

#### **CHANGES TO ENWIN'S PROCESSES:**

1. Temporary Construction Water Charges & Meter Pit Requirements:
  - a. Temporary construction water-service connections will no longer exist, but rather a **meter/meter pit is required on the private side** of the lot just after the curb box/shut off valve. **Supply and installation of a meter pit is the responsibility of the builder/property owner**, and installed per WUC specifications. Windsor's Office of the Chief Building Official will conduct inspection approvals for water-meter pit installations prior to meter installation. [Water Projects and Construction | ENWIN](#) [Design Guidelines and Specifications – December 2023]
  - b. New for 2024. Construction water usage will require a meter and billing account for charges. A billing account must be set up with ENWIN. The meter setters inside the pit will need to be in place prior to meter delivery and installation.
2. Water Service Abandonments:
  - a. Water service abandonments for demolitions will be based on:
    - i. Age/type of water main/water service.
    - ii. Type of property and proposed re-development plans.
3. New Fines/ Charges / Penalties:
  - a. Fine/ Charges /Penalties will apply to property owners and/or their contractors that do not comply with the bylaw. This includes charges for tampering, theft and the operation of WUC equipment without approval.
4. Winter Testing:
  - a. If required during the winter season or inclement weather. The owner shall at its own cost and expense, provide all necessary equipment including de-icing materials, insulation, pumps and appurtenances to complete this work. Any ENWIN equipment

damaged due to failure to maintain winter protection measures will be at the expense of the owner/contractor.

5. Turn off/ turn on for renovations/ repairs:
  - a. WUC will provide on (1) free “turn-off/ Turn-on” for a property during renovations/ repairs etc. once per calendar year.

For any questions related to Enwin process changes, please contact the WUC Manager of Water Operations (Dan Mustac ext 625), or the Manager of Water Construction and Design (Spencer Johnston ext 609) (519-251-7300)

### **CHANGES TO CITY OF WINDSOR BUILDING DEPARTMENT PROCESSES:**

1. Water Service for existing detached house, semi-detached house, or row house, where the proposed scope of work includes the construction of additions and/or additional dwelling units (ADU)
  - a. The City of Windsor Building Department does not assess the adequacy of existing water services related to additional water demand created as a result of constructing an addition or ADU.
  - b. For projects where multiple water meters are desired, water service size may require upgrading. Please review ENWIN's online Design Guidelines & Specifications at link below and contact ENWIN's Water Division - Project Review Officer for approval. <https://enwin.com/projects/water-projects-and-construction>
  - c. In the event that a property owner is not satisfied with the post-construction water pressure, it is the property owner's responsibility to hire a design consultant to:
    - i. determine an acceptable water service size and
    - ii. obtain the required approval and permits from ENWIN's Water Division – Project Review Officer, City of Windsor Public Works(Right-Of-Way) (519) 255-6257 and City of Windsor Building Department (519) 255-6267.
2. Water service for new detached house, semi-detached house, or row house, where the proposed scope of work may also include the construction of additional dwelling units (ADUs)
  - a. The City of Windsor Building Department will determine required water service size during our plans review process
  - b. For projects where multiple water meters are desired, water service size may require upgrading. Please review ENWIN's online Design Guidelines & Specifications at link below and contact ENWIN's Water Division - Project Review Officer for approval. <https://enwin.com/projects/water-projects-and-construction>

For any questions related to City of Windsor Building Department process changes, please email [buildingdept@citywindsor.ca](mailto:buildingdept@citywindsor.ca).