

November 1, 2018

Windsor-Essex County Association of Realtors
3020 Deziel Drive
Windsor, ON, N8W 5H8

RE: TEMPORARY Real Estate Signs Permitted on City of Windsor Public Highways

This communication is being circulated to the local real estate industry in a pro-active effort to educate realtors on the placement of real estate signage within City of Windsor right-of-ways.

As you may be aware, City of Windsor by-law 250-2004 (Signs) regulates the placement of all signage within the City of Windsor. Regarding Real Estate Signage on Public Property, by-law 250-2004 allows for the following:

“A TEMPORARY REAL ESTATE OPEN HOUSE DIRECTIONAL GROUND SIGN that has a MAXIMUM SIGN FACE AREA OF 0.28 m² (approx. 18” x 24”) per SIGN FACE, DISPLAYED only during the hours of 8 a.m. to 8 p.m. on the days of the open house to which the SIGN relates, and not DISPLAYED within a SCENIC DRIVE, CONTROLLED ACCESS HIGHWAY or SPECIAL DISTRICT” (Section 2.62.35).

Please note “OPEN HOUSE” signs are the only signs permitted on the right-of-way, provided they meet the given criteria (Please see Schedule C attached for more information on the classifications for Scenic Drives, Controlled Access Highways and Special Districts). An annual sign permit for temporary real estate open house signs is available to each Real Estate Company. The conditions of approval include a permit fee is \$12, compliance with applicable regulations, indemnity of \$500 (refundable upon successful completion/final inspection), and liability insurance. Annual renewal of the permit will be required.

All other forms of temporary real estate signage must be placed on PRIVATE PROPERTY, subject to the approval of the City of Windsor Building Department (Section 2.62.34).

In the past, we have had issues relating to the placement of non-conforming signage on the public right of way, including:

1. Placement of Real Estate Signs other than Open House Signs
2. Placement of conforming signage within restricted areas
3. Placement of conforming signage for extended periods of time outside of the allowable day of the “Open House”.

In the future, placement of “illegal” signs will result in the removal and loss of signage, fines being levied against responsible parties, or surrendering indemnities and loss of privileges for Open House signage.

We appreciate your co-operation dealing with this matter. A copy of the sign by-law is available on the City of Windsor website at www.citywindsor.ca for review. If you require additional information regarding permitted signs, please contact 311.

Yours truly,

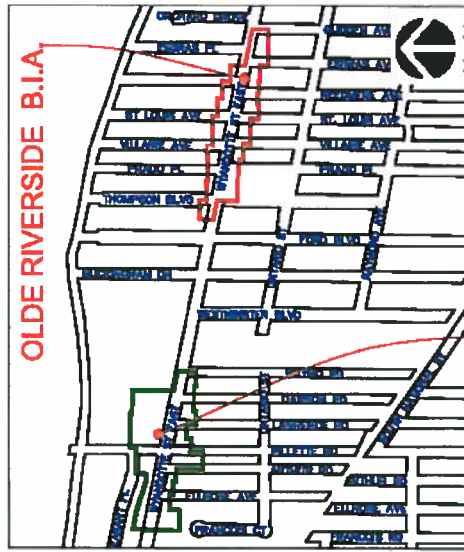
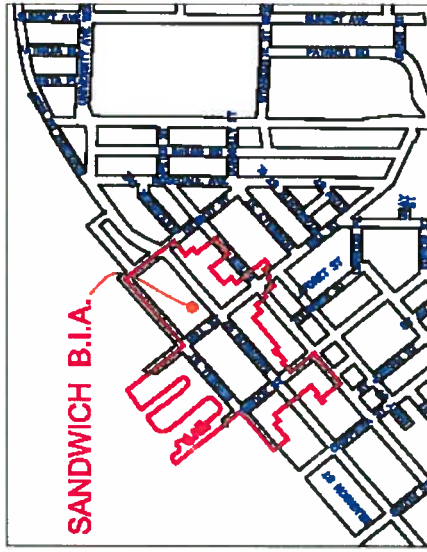


Adam Pillon
Right-of-Way Supervisor

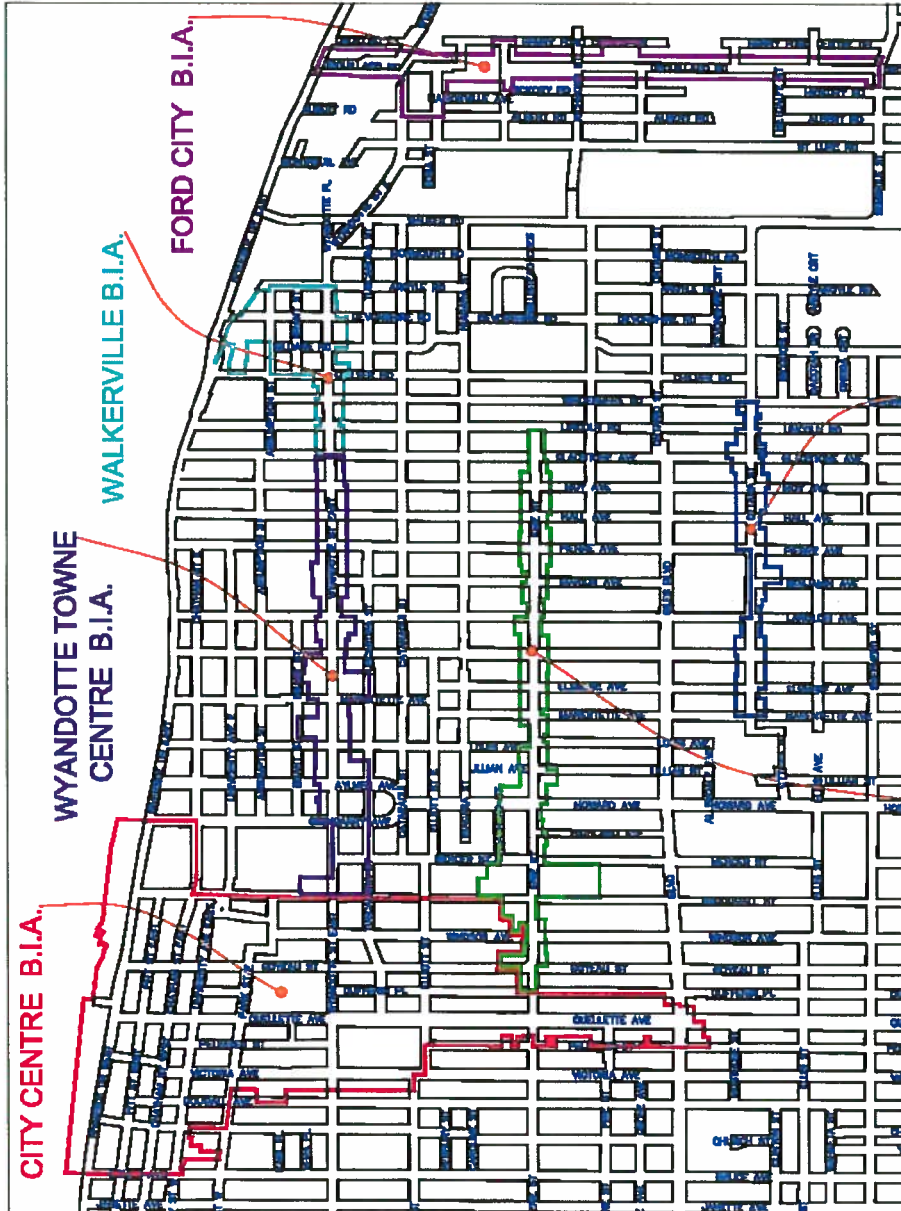
AP/lp
Attachment: Schedule C

cc: Field Services – Attention: Andrew Lewis
311

SCHEDULE C: SPECIAL DISTRICTS



PILLETTE VILLAGE B.I.A.



SCHEDULE C: SPECIAL DISTRICTS

- GATEWAY DISTRICTS
- THEME STREET DISTRICTS
- HERITAGE AREA DISTRICTS
- ▨ NATURAL HERITAGE AREA DISTRICTS

