

Memorandum

DATE: July 3rd, 2026

TO: Victoria Mance

FROM: Dustin Lyttle

RE: 271 Main St. East
Zoning Amendment
Submission No. 3

FILE: A4174A

Submitted Items List:

- Cover Letter, dated June 12, 2026, prepared by MHBC Planning Ltd.
- Comment Response Matrix, dated June 12, 2026, prepared by MHBC Planning Ltd.
- Civil Engineering Drawing Set, revision No. 2, dated June 12, 2026, prepared by C.F. Crozier & Associates Inc.
 - Drawing No. C100 – Title Page
 - Drawing No. C101 – Grading Plan
 - Drawing No. C102A – General Servicing Plan
 - Drawing No. C102B – Connections to Existing Main Street Infrastructure
 - Drawing No. C103 – Pre-Development Drainage Plan
 - Drawing No. C104 – Post-Development Drainage Plan
 - Drawing No. C105 – Erosion & Sediment Control Plan
 - Drawing No. C106 – Erosion & Sediment Control Plan Notes & Details
 - Drawing No. C107 – Construction Notes & Details (1 of 3)
 - Drawing No. C108 – Construction Notes & Details (2 of 3)
 - Drawing No. C109 – Construction Notes & Details (3 of 3)
- Elevation and Floorplans, dated June 12, 2026, prepared by Orchard Design Studio Inc.
 - Drawing No. A2.01 – Block A Elevations
 - Drawing No. A2.02 – Typical Corner Unit
 - Drawing No. A2.03 – Typical Interior Unit
 - Drawing No. A2.04 – Typical End Unit
- Functional Servicing & Stormwater Management Report, revision No. 2, dated June 12, 2026, prepared by C.F. Crozier & Associates Inc.
- Landscape Plan Drawing CP-1: Colored Plan, dated May 12, 2026, prepared by C.F. Crozier & Associates Inc.
- Notice of Public Meeting, dated June 19, 2026, prepared by the Township of Southgate
- Main Street Towns: Sectional Street View, dated April 15, 2026, prepared by Orchard Design Studio Inc.
- Main Street Towns: 2-Storey Concept, dated April 21, 2026, prepared by Orchard Design Studio Inc.
- Photometric Plan, dated June 12, 2026, prepared by C.F. Crozier & Associates Inc.
 - Drawing No. E100 – Site Plan: Photometric
 - Drawing No. E101 – Site Lighting Details
- Salt & Risk Management Plan, dated June 12, 2026, prepared by C.F. Crozier & Associates Inc.
- Site Plan, revision No. 11, dated June 12, 2026, prepared by Orchard Design Studio Inc.
 - Drawing No. A1.01 – Site Plan
 - Drawing No. A1.02 – Site Plan: Garbage Entry
 - Drawing No. A1.03 – Site Plan: Garbage Exit
 - Drawing No. A1.04 – Site Cross Section
- Site Plan, revision No. 9, dated January 22, 2026, prepared by Orchard Design Studio Inc.

- Drawing No. A1.01 – Site Plan
- Drawing No. A1.02 – Site Plan: Garbage Entry
- Drawing No A1.03 – Site Plan: Garbage Exit
- Traffic Opinion Letter, dated June 12, 2026, prepared by C.F. Crozier & Associates Inc.
- Planning Addendum Letter, dated July 30, prepared by PMHB Planning Limited.
- Draft ZBA text and Schedule
- Conceptual Rendering of Elevations
- Hydrogeological Assessment Report, dated April 2024, prepared by C.F. Crozier & Associates Inc.
- Planning Justification Report – Zoning By-Law Amendment, dated May 27, 2024, prepared by MHBC Planning Limited
- Archaeological Assessment – Stage 1 & 2, dated January 29, 2024, prepared by Great Lakes Archaeology

Updates to previous comments are shown in bold italics.

Previous Pre-Consultation & Zoning Amendment Comments:

PC1.1 – 1.7 ***Addressed.***

ZA 2.1 ***Addressed.***

Current Zoning Amendments Comments:

We have no additional comments or concerns regarding the proposed plans as they relate to the Zoning Amendment application. However, the following comments are provided ahead of detailed design and the site advancing, to ensure efficient review.

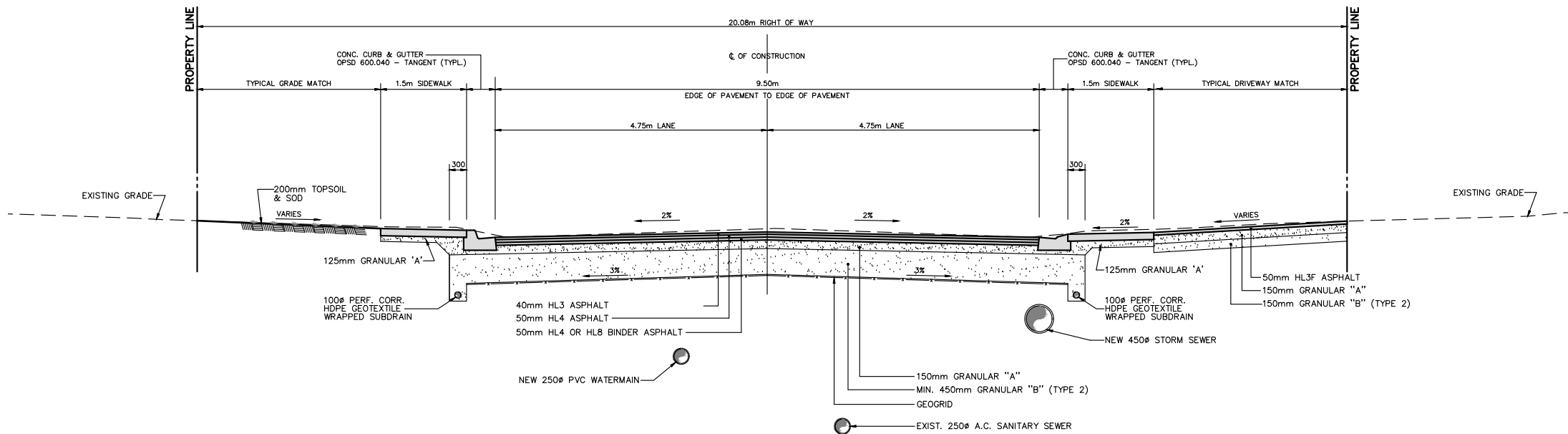
General:

1. Storm sewer design sheet applicable to the proposed infrastructure within the site is to be provided.
2. Storm sewers over 450mm are to be concrete as per the Municipal Servicing Standards (MSS).
3. There appears to be a low-grade point (518.27m) on the western corner of the lot frontage that is lower than the top of curb elevation, confirm where the drainage will be conveyed.
4. Confirm where the side-yard swale subdrain(s) will outlet.
5. Stop-sign is to be provided at the connection to Main Street.

Right-of-Way Infrastructure:

6. The construction limits for road excavation and restoration is to be clearly and specifically defined on the drawings. *Note: The existing road is to be restored as per the attached typical section.*
7. All works within the Municipal Right-of-Way (ROW) are to be completed as per the MSS, and by a Township approved contractor.
8. Construction cost estimate for the external and site servicing costs is to be provided to calculate the required security (Letter of Credit) required to secure the works.
9. All works within the Municipal ROW will be subject to the process and construction stages as noted within the MSS (Section A).
10. A site servicing agreement will need to be entered into with the Township. This will be prepared and provided for review once the above noted security requirements are confirmed.
11. All servicing work is to be certified by an engineer up completion. Additionally, all servicing work is to be witnessed by a Township representative. A pre-construction meeting is to be scheduled prior to any work commencing.

If you have any questions, please contact us.



TYPICAL ROAD SECTION

SCALE 1:75