



**TRITON  
ENGINEERING  
SERVICES  
LIMITED**  
Consulting Engineers

## Memorandum

DATE: April 16, 2026

TO: Shaneque Johnson

FROM: Dustin Lyttle

RE: B9-25  
346 Victoria Street East  
Site Plan Review - Severance  
Submission No.1

FILE: A4214A

### Submitted Items List:

- File No. B9-25 Application for Consent Form, Corp. of the Township of Southgate, effective February 9, 2026.
- Notice of Application for Consent and Public Hearing – Proposed Consent Application B9-25 to create a lot for future residential development (Severance)
- B9-25 346 Severance Application drawings dated August 2025 (Grey County GIS 346 Victoria St E) - Site Plan (Severance)
- B9-25 Site Plan Update February 19, 2026, Concept Grading Plan and Severance Sketch, prepared by IBW Surveyors dated February 6, 2026.
- Notice of Restricted Land Use Clean Water Act – ss.59(2)(a) - comments sent to the attention of Shavindra Fernando, Township of Southgate, regarding Black Construction Ltd (Clint Black) prepared by Grey Sauble Risk Management Office, Owen Sound, Ontario dated March 20, 2026

### Current Submission Comments:

**We have no objections to the proposed severance in principle. However, several technical items are to be clarified and addressed to ensure that the proposed development does not negatively impact neighbouring properties or Township-owned infrastructure.**

#### **General:**

- 1.1 All proposed works within the municipal Right-of-Way (ROW) are to be designed and constructed in accordance with the Township of Southgate Municipal Servicing Standards (MSS) and by a Township-approved contractor.

<https://www.southgate.ca/municipal-services/municipal-servicing-standards/>

#### **Site Servicing:**

- 1.2 Detailed information regarding the proposed driveway construction is to be provided, including granular depths, surface finish, and limits of asphalt within the municipal ROW.
- 1.3 A curb stop is to be provided at the property line in accordance with the MSS.
- 1.4 A sanitary clean-out is to be provided at (or near) the property line in accordance with the MSS. Invert elevations at the property line **and** at the building are to be shown on the plans.
- 1.5 Storm service is to be provided, in accordance with Township MSS. Additionally, the proposed French drain system is to connect to the storm service; details confirming the outlet location and connection are to be provided.
- 1.6 Confirm whether the proposed dwelling will include a basement. This information is required to confirm servicing, foundation elevations, and drainage design.

### **Grading & Drainage:**

- 1.7 Downspout discharge locations are to be clearly identified on the proposed grading plan.
- 1.8 Top of foundation (TF) elevations are to be shown on the grading plan to confirm that the proposed grading meets applicable Building Code requirements. Note: the TF is to be a minimum of 0.15 m above the highest adjacent grade at the building.
- 1.9 Side yard swales are to be a minimum of 0.30 m deep and designed to contain site drainage entirely within the subject lands.
- 1.10 Side yard slopes are to be increased to the extent feasible. We acknowledge that the site is relatively flat and that the proposed French drain system reduces the need for the Township's typical 2.0% minimum slope, however the currently proposed 0.4% slope is insufficient to mitigate the risk of ponding. Revised grading to the extent feasible.

### **Right-of-Way Works:**

- 1.11 Existing and proposed conditions within the boulevard are to be clearly shown on the plans, including sidewalks, grading, and any other existing features.
- 1.12 A construction cost estimate for the proposed water, sanitary, and storm services up to the ROW limit is to be provided. The estimate is to include all excavation, saw-cutting, trenching (minimum 3.0 m trench width), milling, and full restoration works.
- 1.13 All asphalt restoration areas are to be a minimum of 3.0 m wide and the complete width of the road (gutter to gutter) for the surface course.
- 1.14 All utility cuts are to be completed with a minimum 500 mm lap joint, in accordance with the MSS.

**The above comments are to be addressed and incorporated into revised drawings prior to any site works or servicing installations. A written response identifying how each comment has been addressed is also requested.**

If you have any questions, please contact us.