



TOWNSHIP OF
Southwold

Design Guidelines Manual
2025 Edition

TABLE OF CONTENTS

1	INTRODUCTION.....	7
1.1	About the Township of Southwold	7
1.2	Purpose of Design Criteria	7
2	GENERAL INFORMATION.....	9
2.1	List of Contacts	9
2.2	Definitions.....	9
2.3	Acknowledgements of Sources	10
3	ENGINEERING REVIEW FOR DEVELOPMENT	11
3.1	Consultation Process.....	11
3.2	Subdivisions	11
3.2.1	Design Submissions	12
3.2.2	Drawing Standards	13
3.2.3	Engineering Drawings	14
3.2.3.1	General Plan of Services	15
3.2.3.2	Plan and Profile Drawings.....	16
3.2.3.3	Area and Lot Grading Plans.....	19
3.2.3.4	Detail Plan	21
3.2.3.5	Storm and Sanitary Drainage Plans.....	22
3.3	Utility Plan.....	23
3.4	Site Plan Control	24
3.4.1	Design Submissions	24
3.4.2	Site Plan Drawings.....	25
3.5	Approval Agencies	25
4	ENGINEERING STANDARDS	27
4.1	Civil 3D Design.....	27



4.2	Drawing Sizes.....	27
4.3	GIS/Asset Management Requirements.....	27
4.4	As-Built Drawing Requirements	27
4.5	Recording Service Connections	28
5	TRANSPORTATION.....	29
5.1	Road Design.....	29
5.1.1	Referenced Design Standards and Guidelines	29
5.1.2	Traffic Access and Impact Studies for Site Development – Recommended Practice Road Speed.....	30
5.1.3	Road Classification.....	30
5.1.4	Centerline Radii	31
5.1.5	Radii for Curb & Gutter.....	32
5.1.6	Minimum Pavement Design	32
5.1.7	Concrete Curb and Gutter	32
5.1.8	Concrete Sidewalk.....	33
5.1.9	Maximum and Minimum Road Grades.....	33
5.1.10	Vertical Alignment	33
5.1.11	Utility Location	34
5.1.12	Cul-de-sacs and Bulbs	34
5.1.13	Signage Posts	34
5.1.14	Road Sub-Drains.....	34
5.1.15	Snow Clearing/Snow Storage.....	34
5.1.16	Road Occupancy Permit	35
5.1.17	Community Mailboxes.....	35
5.2	Intersection Design	35
5.2.1	Road/Road Approach Grades.....	35
5.2.2	Road Layout	35



5.2.3	Curb Extensions	36
5.2.4	Intersection Geometric Design Improvements – Signalized.....	36
5.2.5	Roundabouts	37
5.3	Driveways.....	37
5.4	Traffic Signals.....	38
6	STORM SEWERS	38
6.0	General	38
6.1	Storm Drainage Area Plans	39
6.2	Design Flows.....	40
6.2.1	Design Storm Frequency	40
6.2.2	Runoff Computations.....	41
6.2.3	Rainfall Intensity	42
6.2.4	Time of Concentration.....	43
6.2.5	Runoff Coefficients	44
6.3	Storm Sewer Pipe Design.....	45
6.3.1	Design Flow.....	45
6.3.2	Manning Coefficient.....	45
6.3.3	Flow Velocity	45
6.3.4	Minimum Velocity	45
6.3.5	Maximum Velocity	45
6.3.6	Minimum Pipe Sizes.....	46
6.3.7	Minimum Grades for Pipes.....	46
6.3.8	Minimum Depth and Bedding Material.....	46
6.4	Maintenance Hole Design.....	46
6.5	Catch Basins	48
6.6	Allowable Ponding	48
6.7	Cover	48

6.8	Easements	48
6.9	Storm Private Drain Connection	48
7	STORMWATER MANAGEMENT	50
7.1	Stormwater Management Design.....	50
7.1.1	Peak Flow Control.....	50
7.1.2	Green Infrastructure and Low Impact Development	51
7.1.3	Stormwater Design Requirements for Development.....	51
8	SANITARY SEWERS.....	53
8.1	General Requirements	53
8.2	Peak Flow Calculation	54
8.2.1	Design Criteria	55
8.3	Peak Sanitary Sewage Flows	55
8.4	Maintenance Hole Design.....	56
8.5	Pump Stations.....	57
8.6	Sanitary Private Drain Connections (PDC's)	58
8.7	Easements	58
8.8	Infiltration/Exfiltration Testing.....	58
8.9	Deflection Testing	58
8.10	Video Testing.....	58
9	SANITARY FORCEMAINS.....	58
10	WATERMAINS.....	59
10.1	Watermain Design.....	60
10.1.1	Pressure, Flow and Velocity Design Requirements.....	60
10.1.2	Design Water Demands.....	60
10.1.2.1	Domestic Water Demands	60
10.1.2.2	Commercial, Institutional and Industrial Water Demands	61
10.1.2.3	Fire Demand.....	61



10.1.2.4	Friction Factors	61
10.1.3	Minimum Pipe Size	61
10.1.4	Water Quality.....	62
10.2	Watermain Layout	62
10.2.1	Location of Watermain in Road Allowance.....	62
10.2.2	Depth of Watermain.....	63
10.2.3	Pipe Insulation	63
10.2.4	Blow-offs and Dead Ends.....	63
10.2.5	Separation between Watermain and Sewers/Utilities.....	64
10.2.6	Crossings	64
10.2.7	Watermain Looping.....	65
10.3	Easements.....	65
10.4	Location of Valves	65
10.4.1	Residential Developments.....	65
10.4.2	Looped Services/Private Watermains.....	66
10.4.3	Locations of Valves at Intersections	66
10.5	Fire Hydrants and Fire Department Connections	66
10.5.1	Location and Spacing of Hydrants on Road Allowance	66
10.5.2	Hydrants on Dead-end Streets	67
10.5.3	Water Services, Fire Services, and Private Watermains.....	67
10.5.4	Size Required	67
10.5.5	General Requirements.....	67
10.5.6	Looped Private Main/Service.....	68
10.5.7	Location	68
10.5.8	Non-Conforming Installation	69
10.5.9	Fire Services	70
10.5.9.1	Fire Service Design.....	70

10.5.9.2	Fire Service Layout.....	70
10.5.10	Service to Blocks in Subdivisions	71
10.5.11	Backflow Prevention on Commercial/Industrial Services	71
10.5.12	Service and Private Main Valves	72
10.5.13	Meters.....	72
11	DEVELOPMENT GRADING.....	73
11.1	General	73
11.2	Lot Grading Details	73
11.3	Boulevard Grading.....	74
11.4	Area Grading.....	74
12	SEDIMENT AND EROSION CONTROL	75
12.1	General	75
13	PARKS, OPEN SPACE AND LANDSCAPING	77
13.1	General	77
13.2	Site Clearing	77
13.3	Site Drainage	77
13.4	Site Grading.....	78
13.5	Topsoil Requirements.....	79
13.6	Landscaping and Tree Planting Plans.....	79
13.7	Roundabout/Cul-de-Sac Landscaping.....	79
13.8	Stormwater Management Facility Landscaping	80
13.9	Open Spaces/Parks Landscaping	80
13.10	Fencing	80
14	STREET LIGHTING	82
14.1	General	82
14.2	Township Lighting Policy.....	82
14.3	Pavement Classification.....	83



14.4	Lighting Design.....	83
14.5	Light Trespass.....	83
14.6	Material Specifications	83
14.6.1	New Development.....	83
14.6.2	Photo-Electric Controllers	84
14.6.3	Guarantee	85
14.6.4	Identification of Wattage and Labeling.....	85
14.6.5	Shop Drawing Submission.....	86
14.7	Poles	86

1 INTRODUCTION

1.1 About the Township of Southwold

The Township of Southwold (the Township) is a lower tier Municipality within Elgin County located on the north shore of Lake Erie. The Township is the operating authority for all municipal owned roads, storm sewers, sanitary sewers and watermain that are to be installed within all road allowances and registered easements within the Township of Southwold. The Township is also responsible for all parks and open space on municipally owned lands.

It is the Township's objective to collaborate with developers on site plans and subdivisions towards the end goal of creating private and public infrastructure and neighbourhoods.

1.2 Purpose of Design Criteria

The design criteria outlined in this guideline are intended to offer comprehensive guidance that extends beyond standard legislative and design practices specifically for use within the Township. **These guidelines shall be adhered to, and only with express written permission from the Director may any deviation be permitted.**

It is recognized that site-specific conditions may necessitate deviations from these guidelines, as it is neither feasible nor intended for the Township to foresee every possible scenario. Accordingly, the Township plans to periodically review and update these design guidelines to ensure they remain relevant and effective.

This document is to be used in conjunction with the Ontario Provincial Standard Specifications (OPSS), the Ontario Provincial Standard Drawings (OPSD), and the Ministry of the Environment, Conservation and Parks (MECP) Design Guidelines for Sewage Works.

Furthermore, additional considerations may be necessary to address the unique aspects of individual developments. Each property will be assessed independently and may require elements that go beyond the existing policies and design requirements, depending on the distinct characteristics of the site and the nature of the development.

The Township places a strong emphasis on sustainable development practices. This includes the use of naturalized landscaping, featuring native tree plantings, aqua plantings, and pollinator-friendly plantings. Such practices promote biodiversity, enhance ecosystem services, and contribute to environmental resilience. Additionally, developers shall incorporate active transportation options, such as pedestrian pathways and bicycle facilities, to foster a healthy, vibrant, and environmentally conscious community.

In situations where it is deemed appropriate or necessary, the provisions and procedures outlined in the Drainage Act legislation will be employed to facilitate the servicing of the development.

Submissions and circulation of planning applications and engineering drawings related to Planning Approvals are co-ordinated through the Township's Infrastructure and Development Services Department, directed to the Township's Planner (planning@southwold.ca).

Drawing approval must be obtained from the Infrastructure and Development Services Department prior to any work commencing on all sites.



2 GENERAL INFORMATION

2.1 List of Contacts

See the Township's list of contacts on the website link below:

<https://www.southwold.ca/contact/>

2.2 Definitions

"Township" shall mean The Corporation of the Township of Southwold.

"Contractor" means a person, partnership, or corporation who is contracted to undertake the execution of work commissioned by the Township to install or maintain sewers, private drain connections, maintenance holes, catch basins and other appurtenances.

"Complete Streets" means any transportation facilities that are designed for all ages, abilities, and modes of travel. On Complete Streets, safe and comfortable access for pedestrians, bicycles, transit users and the mobility-impaired is not an afterthought, but an integral planning feature.

"Developer" shall mean the Owner or party specifically named in a Development Agreement or in a Subdivision Agreement.

"Director" shall mean the Director of Infrastructure and Development Services for the Township of Southwold or their designate.

"Engineer" shall mean the Township Engineer or the Engineer's authorized representative.

"Inspector" means the person(s) authorized and supplied by the Township to see that the installation is executed according to the specifications and the approved plan(s) in a good workmanlike manner according to the latest Township practices and standards.

"Main or watermain" means every water pipe, except services and portions of private mains as herein defined, installed on the public road allowance or on any other land upon which the Township has obtained easements.

"Private Hydrant" means a hydrant connected to a watermain and installed on private property. (Fire Department has full rights of connection.)

"Private Watermain" means a pipe connected to a watermain and installed on private property and from which more than one service and/or hydrant lateral are connected.

"Service" means every water pipe installed from a connection on a watermain or private watermain to the meter location or, for a fire service, to the inside of the exterior wall of a structure.

"Service Extension" means the portion of a service from the property line to the meter location, or for a fire service to the inside of the exterior wall of a structure. (i.e.; an extension of a service stub)

"Service Stub" means the portion of a service from a watermain to the property line which will always include one control valve.

"Structure" means a building of any kind, including but not restricted to, apartments, condominiums, single-family homes, town housing, row housing, industrial, commercial, and institutional.

"Subdivider" means the Developer, Owner, or party specifically named in a Subdivision Agreement.

"OPSD" means Ontario Provincial Standard Drawings.

"Owner" shall include any person who or any firm or corporation that is the registered owner of the property under consideration or any agent thereof, a person entitled to a limited estate in land, a trustee in whom land is vested, a committee of the estate of a mentally incompetent person, an executor, an administrator and a guardian.

"OBC" means Ontario Building Code.

"ROW" means Right-of-way; the width of a road from property line to property line.

"Street Line" means limit of the right-of-way; property line

"PDC" means a private drain connection.

2.3 Acknowledgements of Sources

The Township of Southwold's design guidelines were created in compilation using the City of St. Thomas' design guidelines, the City of London's design specifications & requirements manual, and Dutton Dunwich's design and construction standards.

3 ENGINEERING REVIEW FOR DEVELOPMENT

3.1 Consultation Process

An applicant for a new development shall arrange for a consultation meeting with Township staff through the Township Planner or County planner depending on the application type, to discuss the development or planning application.

Plans shall be circulated to Township staff two weeks prior to the consultation.

Meetings are held at the Township administrative office or online, and the setting is meant to be informal. Township staff will comment on the proposed development and inform the applicant of the report and studies that are required for the specific development application.

The applicant will be required to provide the required studies, reports and drawings and other submission requirements as deemed necessary by the Township to support the development application.

The submission requirements will be broken out below for the subdivision and site plan drawing review process and include typical approval agencies.

3.2 Subdivisions

Subdivision submissions should include reports and engineering drawings that are prepared by the developer's consulting engineer. Depending on the nature of the application, the Township may request the first submission only include the focused design studies and reports to allow for a more complete review prior to the engineering drawing review. Submissions are reviewed by the Township Departments and consultants as required.

3.2.1 Design Submissions

Design submissions are to be accompanied by any supporting documentation required for the completeness of the design of the subdivision development. Such documentation may include but not limited to copies of the following reports:

- Geotechnical report
- Hydrogeological report
- Traffic Impacts Assessment Report
- Photometric Lighting Report (external works)
- Tree Preservation Report
- Environmental Assessment
- Natural Heritage Investigations
- Copies of reports submitted to the Conversation Authority
- Storm Water Management Report
- Noise Report
- Functional Servicing Report
- Vibration Report
- Archeological Report
- Legal Survey, including deed
- Planning Justification Report

3.2.2 Drawing Standards

The following AutoCAD Drawing Standards shall be used in new development submissions:

- The drawing scale for plan and profile drawings shall be in metric, using a scale of 1:250 horizontally and 1:50 vertically.
- Drawings shall be oriented such that North points up and/or to the right (or left if required).
- Dimensions and elevations shall be provided in metric units.
- Existing conditions should appear faded in comparison to the proposed work, and use a text size of 1.6mm of the final hard copy.
- The various utility lines should be identified and appear slightly darker than existing topography. Proposed work should appear heavier than existing conditions and use a text size of 2.0mm for notes, elevations and dimensions.
- All line work and text should be drawn using a by layer colour and line type to facilitate easy modifications.
- Drawings shall use colours and line types as prescribed by the City of St. Thomas Drawing Template.

3.2.3 Engineering Drawings

A complete set of Engineering Drawings, in addition to the reports required in section 3.1.1. Shall be comprised of the following in the order shown below:

- The approved draft plan
- The proposed plan for registration showing all lot and block numbering and dimensioning
- Cover sheet (should include the name of development, the owner/developer name, drawing index and key plan showing site location)
- Phasing drawing, if applicable
- General plan of services
- Plan and profile drawings
- Area and lot grading plan
- Sediment and erosion plan, including stockpile locations
- Storm drainage plans, including existing servicing in the area
- Storm sewer design sheets
- Storm water management facility
- Storm water management facility miscellaneous notes and details
- Sanitary drainage plans, including existing servicing in the area Sanitary sewer design sheets
- Water distribution plan, including all existing servicing in the area
- Landscape plan
- Park grading plan, if necessary
- Composite utility plan, including hydro distribution system and street lighting
- Photometric drawings, external works
- Street signage and traffic control plan
- All detail drawings other than the O.P.S. Detail Drawings
- All drawings pertinent to the design
- All other calculations necessary to check the design

3.2.3.1 General Plan of Services

The general plan of services will indicate the general overall scope of the project and the geographic relationship to surrounding lands. It shall include:

- North arrow
- A general plan of services or master plan drawing should be prepared for all developments at a scale not greater than 1:1000.
- When more than one general plan is required, the layout of the general plan shall reflect similar layout as the reference plan.
- The reference Geodetic Bench Mark and the site bench mark are to be used for construction and shall be identified on the general plan of services
- Road allowances, lots, blocks and easements are to be depicted in a similar fashion as the reference plan.
- All existing services and proposed services are to be shown if possible.
- All Township and utility infrastructure (road, sidewalk, curb, pedestals, sewers, maintenance holes, valves, hydrants, etc.) are to be shown and labelled properly.
- Registered plan number must be shown on the as-constructed general plan of services.
- All site information for parks, schools, churches, commercial and industrial development blocks must be shown.

3.2.3.2 Plan and Profile Drawings

Plan and profile drawings will provide the detailed information required for construction of roads and municipal services. The following are the requirements for the plan and profile drawings:

- North arrow.
- Consulting engineer must confirm with Township the proper layer style for the engineering drawing for plotting purposes prior to submitting for engineering design review.
- Scale shall be 1:250 horizontal, 1:50 vertical.
- Plan and Profile drawings are required for all roadways, blocks and easements within the development, for all outfalls beyond the development to the permanent outlet, for all boundary roadways abutting the development and for other areas where utilities are being installed below grade.
- Plan and profile drawings, as well as cross sections are required for rear yard catch basin leads.
- Geodetic benchmark monument location and information.
- All existing or future services, utilities and abutting properties are to be shown.
- All proposed services to be constructed are to be shown.
- The profile portion of the drawing shall be a vertical projection of the plan portion whenever possible.
- All road allowances, lots, blocks, easements and reserves are to be shown and are to be identified in the same manner as the Registered Plan. Lot and block frontages are to be shown.
- All curb and gutter and sidewalks shall be shown and dimensioned on the plan portion of the drawing.
- All storm and sanitary sewers and watermains shall be shown and dimensioned on the plan and shall also be plotted on the profile of the drawings. The sewers shall have a complete description on the plan and/or profile portion of the drawing including length, grade, diameter, flow direction arrow, material, class of pipe, and bedding requirements. The size of the pipe shall be plotted to full scale on the profile.



- All sewer maintenance holes shall be shown on the plan and on the profile portions of the drawing. The maintenance holes shall be identified number on the plan and on the profile portion of the drawing. All invert elevations shall be shown on the profile with each having reference to the north arrow.
- All catchbasins and catchbasin connections shall be shown. Catchbasins are to be identified by number.
- All rim and invert elevations for maintenance holes are to be shown. Catchbasins shall have rim elevations only.
- All sewer maintenance holes which have safety platforms are to be noted.
- All drop connections are to be noted and referred to the applicable O.P.S. specification, drawing or detail sheet.
- All watermains, hydrants, valves, blow-offs, etc. shall be shown, described and dimensioned on the plan portion of the drawing. In addition, the watermain shall be plotted to true scale size on the profile portion of the drawing and labelled with the pipe size, material and depth of cover.
- The location of all storm, water and sanitary service connections shall be shown on the plan portion of the drawing using different symbols, and line types for each service type. The connections to all blocks in the development shall be fully described and dimensioned (size, length, grade, invert elevations, material, class of pipe, bedding, etc.).
- The centreline of construction with 20 metre stations noted by a point or small cross shall be shown on the plan portion of the drawing.
- The original ground at centreline and the proposed centreline road grade shall be plotted on the profile. The proposed centreline and centreline grades shall be fully labeled including length, grade, P.I. stations and elevations, vertical and horizontal curve data, etc.
- Details of the gutter grades around all 90-degree bends, crescents and cul-de-sacs shall be provided on the plan portion of the drawing.
- Special notes necessary to detail construction procedures or requirements are to be shown.
- Chainages for the centreline of construction are to be shown on the profile portion of the drawing. The P.I., B.H.C., E.H.C., B.V.C., and, E.V.C. chainages shall also be noted.
- Any test pit or borehole locations and soil profile information shall be shown.



- The basement elevation of all existing dwellings on the streets where sewers are to be constructed shall be noted.
- All of the proposed services and features are to be shown on the plan portion of the drawing. Those services below grade that are critical to the new construction shall also be shown in the profile. Test holes may be required to determine actual elevation of these services.
- The curb radii at all intersections shall be shown on the plan portion of the drawing.
- Profiles of roadways shall be produced sufficiently beyond the limits of the proposed roads, to confirm the feasibility of possible future extensions.
- The location of all streetlights and transformers shall be clearly shown on the plan portion of the drawings

3.2.3.3 Area and Lot Grading Plans

The lot grading plan shall establish the final grade control for all lots and blocks within the development in accordance with the Township's current lot grading standards. Plans shall include:

- North arrow
- The Lot Grading Plan shall be prepared at a scale of 1:500 for single family, semi-detached areas and for multi-family areas.
- All lots and blocks within the subdivision are to be shown and are to be identified in the same manner as the Registered Plan.
- Geodetic benchmark monument location and information.
- Existing contours are to be shown at maximum 0.5 m intervals within the subdivision limits and 30 metres beyond the subdivision limits. Existing overland flow route.
- Proposed centreline road elevations are to be shown at 20 m stations along all roads within and abutting the subdivision. Elevations are to be shown for the 20 m stations in accordance with the chainage on the profile drawings.
- Proposed elevations are to be shown for all lot corners and intermediate points of grade change, building corner elevations. On larger blocks, a proposed elevation is to be shown at 15 m intervals along the frontage of the block and at reasonable intervals along the sides and rear of the block to clearly illustrate the grading of the block in relation to the surrounding lands and house type.



- The specified lot grade shall be shown at a location 6.0 m minimum from the street line. For “split” type drainage patterns, the specified rear house grade shall be shown. The specified minimum top of foundation elevation for each lot shall also be shown.
- The direction of the surface water runoff from the rear of all the lots shall be indicated by means of an arrow pointing in the direction of the runoff.
- All swales, other than the normal side yard swales, are to be shown along with the invert elevation of the swale at regular intervals (i.e. centreline of each lot for rear yard swales) and include slopes for all swales.
- All rear yard catch basins shall be shown along with the rim elevation of the catch basin grate and the invert elevation of the outlet pipe.
- All curbs, sidewalks, catch basins, valves, hydrants, streetlight poles, transformers, Canada Post community mailbox locations and easements shall be shown on the lot grading plans. Driveways must have a minimum 1.5 m clearance to these utilities.
- All 3:1 slopes (terracing) required shall be shown with the intermediate grades specified
- Existing elevations are to be shown on adjacent lands approximately 30 metres from the subdivision limit to enable assessment of the grading between the subdivision and the adjacent areas. The interval of those elevations shall be dependent upon the degree of development of the adjoining lands with the developed areas requiring the most information.
- For all design lots, the top of foundation wall shall be shown and labeled on the approved grading plan.
- For all design lots, the underside of footing shall be shown (if required).
- The grading along the limit of the subdivision shall be carefully controlled to avoid disturbance to the adjoining areas.
- Temporary silt fencing shall be installed along the limit of subdivision and maintained for the duration of the contract until such time as seeding or sodding takes place. This fencing shall be noted on the grading plan.
- All semi-detached lots shall be indicated with SD on all drawings.



- The lot grading plans shall show proposed locations for building envelopes, enveloped for private sewage disposal systems and private water supply systems for rural estate developments.
- All culverts shall be designed and shown on the lot grading plans identifying culvert diameter, gauge, minimum length, invert, and type.
- All typical grading details and specifications shall be shown on the Lot Grading Plan.
- Masked imaging of the Storm Drainage Areas shall be shown.
- Overland flow route(s) for the entire development
- Ponding limits for 100 year storm at catch basins, rear yard catch basins.

3.2.3.4 Detail Plan

A detail plan will be required when there is not sufficient space on the plan and profile drawings or other drawings to fully describe the necessary works. Including but not limited to:

- North arrow
- A typical road cross section shall be shown on the Detail Plan, illustrating R.O.W. dimensions, pavement structure, sewer and watermain locations, curb and sidewalk locations, and proposed utility locations.
- Horizontal separation between sewers and watermain.
- Details of special chambers, such as metering chambers shall be shown.
- Details of special structures, such as storm sewer inlets and outlets or retaining walls shall be shown.
- Details of special drainage features, including stormwater retention/detention ponds shall be shown.
- Pumping station details shall be shown.
- Any other details or notes as required shall be shown, such as drop structures in maintenance holes



3.2.3.5 Storm and Sanitary Drainage Plans

- A separate drainage area plan for storm and sanitary drainage shall be prepared and as follows:
- North arrow
- Scale to suit drawings but needs to be legible
- The street and lot layout of the subdivision, street names and property descriptions shall be shown on the Drainage Plans.
- All existing and proposed sewers, maintenance holes, catch basins shall be shown and labeled with identifying numbers, sizes, lengths, grades and direction of flow.
- All external areas shall be shown on the Drainage Plans. If the external areas are too large to be accommodated, a separate drawing for the external storm areas shall be included in the set.
- Storm drainage areas shall be delineated on an actual contributing drainage area and maintenance hole to maintenance hole basis.
- Sanitary drainage areas shall be delineated on a lot line by lot line and maintenance hole to maintenance hole basis.
- All drainage areas shall be numbered and shall include area in hectares, run-off coefficients for storm or population densities for sanitary.
- The design sheet shall be shown on the Drainage Plans. If the design sheet cannot be accommodated on the area plan, the design sheets can be shown on their own drawing.



3.3 Utility Plan

- The development will require a utility plan for utilities other than water and sewer, from the requirements of various public and private utility agencies. The utility plans shall also include detail layout for street lighting.
- North arrow
- Maximum drawing scale of 1:750.
- A legend using standard symbols shall be shown on the Utility Plan.
- The location of all existing and proposed utilities (Hydro, Telephone, Cable TV, Gas, Streetlight), including those in common trenches, shall be shown on the Utility Plan.
- The location of all existing and proposed utility structures and pedestals, including Canada Post community mailboxes shall be shown and labeled.
- Typical utility trench details and duct locations shall be shown.
- Any specific duct and trenches cross section details for road crossing shall be shown.
- Any other utility details or notes shall be shown on the Utility Plan.



3.4 Site Plan Control

To start the site plan process, the applicant must contact the Township planner to arrange a pre-consultation meeting to discuss the site plan objectives and submission requirements for the Township. Site plan submissions will include detailed reports and site plan drawings prepared by the developers consulting engineer.

3.4.1 Design Submissions

Design submissions are to be accompanied by any supporting documentation required for the completeness of the design of the site plan development. Such documentation may include but not limited to copies of the following reports:

- Geotechnical (soils) report
- Hydrogeological report
- Traffic Impacts Assessment Report
- Photometric Lighting Report (external works)
- Tree Preservation Report
- Natural Heritage Investigations
- Copies of reports submitted to the Conservation Authority
- Storm Water Management Report
- Noise Report
- Functional Servicing Report
- Vibration Report
- Archeological Report
- Legal Survey, including deed
- Planning Justification Report

3.4.2 Site Plan Drawings

A complete set of engineering and architectural drawings will be required for the site plan application. Engineer drawings that are required, but not limited to, can include the following:

- Site plan drawings
- Site grading and drainage
- Site services plan and profile
- Landscape plan
- Electrical services and utilities plan
- Lighting layout and distribution plan
- Building elevations plan
- External works plan, as required

3.5 Approval Agencies

Depending on the location of the development, the developer will be required to obtain Township approval and may be required to obtain approval from various other regulatory agencies which include but not limited to:

- The Department of Fisheries and Oceans (DFO)
- The Ministry of Environment, Conservation and Parks (MECP)
- The Ministry of Natural Resources (MNR)
- The Ministry of Transportation (MTO)
- The Ministry of Municipal Affairs and Housing (MMAH)
- The Ministry of Tourism, Culture and Sport (MTC)
- Elgin County
- Kettle Creek Conservation Authority
- Lower Thames Regional Conservation Authority
- Elgin St. Thomas Public Health
- Adjacent municipalities where appropriate



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It is the responsibility of the developer to provide the Township with suitable written documentation of the approval from the regulatory agencies. The development will be subject to the requirements of all by-laws within the Township.

The developer shall be required to enter into a Development Agreement (i.e. Subdivision Agreement or Site Plan Agreement) with the Township and pay fees to the Township such as application fees for zoning and administration fees applicable to the development application.



4 ENGINEERING STANDARDS

4.1 Civil 3D Design

Computer-Aided Design (CAD) shall be used to generate all engineering drawings. ETRANSMIT "DWG" files shall be supplied to the Township. This data shall be supplied when "as-builts" are submitted for assumption. Storm sewer, sanitary sewer and watermain information must be on a separate layer.

4.2 Drawing Sizes

Full sized drawings to be ANSI D 22" x 34" (559mm x 864mm). Reduced drawings are to be 11" x 17" (279mm x 432 mm)

4.3 GIS/Asset Management Requirements

The Final Submission Requirements shall consist of one USB stick of digital submission (Preferred format is a SHP or Civil 3D .dwg file, which may include AutoCad). The developer's consulting engineer shall obtain from the Township asset data sheet(s), to be completed to the satisfaction of the Township. Asset Data Sheets can be obtained by email request to gis@southwold.ca.

4.4 As-Built Drawing Requirements

Prior to assumption, the applicant is required to provide a complete project package to the Township. This package should include the following:

- Digital "As Constructed Drawing Set" in an Adobe format (.pdf file), (complete with all required signatures);
- Digital "As Constructed Drawing Set" in Civil 3D format (.dwg file, which may include AutoCad)
 - provide all Paper Space Title Blocks and Plot Style Tables
 - all existing survey points are to be contained in the drawing
 - all proposed TIN's, grading models and/or contour lines are to be contained in the drawing
 - all line work must be in Model Space at 1:1 scale and unrotated in a World Coordinate System (WCS)
 - drawing units are to be in metric
 - purge all old or extra drawing layers
 - bind all XRef files (no external attachments upon submission)
 - georeferenced plans are preferred, but not mandatory for submission



- All digital "Project" support files which do not reside in AutoCAD such as stormwater calculations, technical reports, etc.
- The digital formats may be from industry standard software including Microsoft Office, Adobe, Synchro Traffic, etc.

4.5 Recording Service Connections

Once a private drain connection or water service is placed, a record of its location must be produced for as-constructed drawings and provided digitally to the Township. Water, Sanitary and Storm laterals are to be included on drawings, showing proper plan view which include bends and sweeps. Also, required is the pipe invert elevation at property line. Drawings standards page will have a sample building report required for recording service connections.

5 TRANSPORTATION

All roads shall be designed and constructed in accordance with the current edition of the Manual of Geometric Design Standards for Canadian Roads, as well as the standards within the National Association of City Transportation Officials. Road design shall incorporate a complete street approach, encouraging active transportation and emphasizing pedestrian safety to promote a healthy and safe community.

5.1 Road Design

5.1.1 Referenced Design Standards and Guidelines

Road design shall be in accordance with the following standards and guidelines, as amended or expanded upon within the Township of Southwold Design Guidelines. Road design shall be in accordance with the following standards and guidelines, as amended or expanded upon within the Township of Southwold Design Guidelines.

Transportation Association of Canada (TAC)

- Geometric Design Guide for Canadian Roads (TAC Standards)
- Manual of Uniform Traffic Control Devices for Canada (MUTCD)
- Guide for the Design of Roadway Lighting
- Pedestrian Crossing Control Manual
- Canadian Guide to Neighborhood Traffic Calming

Ministry of Transportation

- Geometric Design Standards for Ontario Highways, 1985 (latest revision)
- Ontario Traffic Manual (OTM) (latest edition)
- OTM Book 12 – Traffic Signal Design
- Ontario Provincial Standards (OPS) (latest edition)

**Institute of Transportation Engineers (ITE)**

- Trip Generation Manual
- Transportation and Land Development

5.1.2 Traffic Access and Impact Studies for Site Development – Recommended Practice Road Speed

Posted Speed (km/h)	Design Speed (km/h)
40	40
50	50
60	70
70	80
80	90
90	110

Design speeds for all local and minor collectors shall be 50km/h unless adjacent to schools or high pedestrian generators such as parks, where the design speed is 40km/h.

5.1.3 Road Classification

Road Type	General Function	Typical Right of Way Width	Pavement Width (m)
Local	Light volumes of resident traffic. Connect to collector roads that provide ingress and egress into a subdivision or Neighbourhood.	20m	6.7(0-44 units) 7.0 (45 units or greater) See Cross Section R-03B
Collector	Moderate volumes of resident traffic, primarily moving residents between points of origin and arterial roads	26m	9.0 (parking, no bike lanes) See Cross Section R-05
Arterial	Large to moderate volumes of traffic. Larger vehicle traffic.	30m	10 (no bike lanes) 14 (1.5m boulevard bike lane, 0.5m buffer)



Industrial	Larger vehicles with less pedestrian activity	26m	8.5
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Note: All development applications shall try to accommodate two public accesses. Where this cannot be accommodated, the Township may consider a secondary emergency access, and consultation with the Township Engineer will be required.

5.1.4 Centerline Radii

Centerline Radii shall be in accordance with TAC Design Guidelines. Bends of 90 degrees are only permitted on local streets. Local streets with bends of approximately 90 degrees are to have a minimum inside street-line radius of 10.0m

For reconstruction of existing roads, the centerline horizontal alignments shall be reviewed by the Township Staff on a site-specific basis.

5.1.5 Radii for Curb & Gutter

From:	To:		
	Arterial	Collector	Local
Arterial	13.5m	12m	10m
Collector	12m	7.5m	6.0m
Local	7.5m	6.0m	6.0m

Note: daylight triangles are required for any road type connection at intersections, and will be determined based on Township zoning by-law.

Design vehicles for the following road classification should be considered in the design of all projects and developments to provide the minimum radii appropriate for the specific road geometry. If the design vehicle results in a small curb radii, the smaller curb radii shall be used.

DL-23	Local and most collector roads
WB-20	Collector (near commercial and downtown) and arterial roads

5.1.6 Minimum Pavement Design

The minimum pavement design shall follow details provided under each of the Township's Standard ROW cross sections. Deviations from these minimum standards shall be based on the recommendations from a geotechnical report by a professional engineer.

5.1.7 Concrete Curb and Gutter

Concrete curb and gutter used in the Township of Southwold shall be OPSD 600.040 for all road types. Any deviation from this standard must be approved by the Director.

Concrete curb setbacks are required for all catch basins and the frame of the catch basin should be outside of the asphalt roadway.

5.1.8 Concrete Sidewalk

Concrete sidewalk in the Township of Southwold shall be 1.5 meter minimum width with a thickness of 125mm. Concrete sidewalk adjacent to curb shall only be considered in constrained road reconstruction project, with a minimum width of 2.0 meters.

The thickness of sidewalk at residential driveways shall be 150mm and at commercial/industrial driveways shall be 200mm.

All Township sidewalks are to have the contraction and dummy joints saw cut with expansion joints.

5.1.9 Maximum and Minimum Road Grades

Road Type	Maximum Grade (%)
Industrial	6
Arterial	6
Collector	6
Local	8

Note: The minimum road grades shall be 0.5%. Max grade across intersections 2%

Flat see-saw profiles (identical high and low points) will not be allowed in either road profile design or rear yard swale designs. See-saw profiles must flow in a cascade that allows major storm flows (Overland Flows) to drain along the road and lots to the acceptable Overland Flow Outlet.

Boulevard grades 2%-6%

Shoulder grades 6%

5.1.10 Vertical Alignment

Sag and crest curves shall be in accordance with TAC guidelines. Curves shall be required when the change in grade is greater than 1% as per the below equation:

$$\Delta\% = SS1 - SS2 > 1\%$$

Where: S1 = Slope 1

S2 = Slope 2

5.1.11 Utility Location

The location of all utilities within the road allowance shall be as detailed on the typical cross-section. Utility drawings shall be submitted to the Township Engineer or designate for approval. All new development utilities are to be constructed underground. Hydro transformers are to be housed in suitable enclosures and mounted on transformer pads installed at the final ground elevation. Bell telephone junction boxes may be mounted at the surface in approved standard enclosures.

5.1.12 Cul-de-sacs and Bulbs

Subdivision street pattern design shall avoid use of cul-de-sacs and bulbs. All street design shall promote connectivity within the new development.

5.1.13 Signage Posts

Regulatory sign posts shall be 100mm x 100mm pressure treated posts. The location and size of the sign will also dictate the required posts as per OTM book 5.

5.1.14 Road Sub-Drains

Sub-drains will be required on all developments within the Township of Southwold.

5.1.15 Snow Clearing/Snow Storage

Snow clearing operations will be carried out by the Township of Southwold after the roads have been fully assumed and the warranty period is passed. Depending on the development agreement, the Township may coordinate snow clearing at the developer's expense.

In general, all snow clearing for development is to be carried out at the developer's expense. For site plan control applications, snow storage areas shall be shown on the drawings.

5.1.16 Road Occupancy Permit

Any work required by a developer, utility company, or contractor working on Township's right of way is subject to obtaining a road occupancy permit. If the work is being completed on a County Road, the developer, utility company or contractor will require an Elgin County road occupancy permit.

Permission is required from the Township for any proposed detours and road closures. Details and/or road closures need to be submitted and reviewed by the Township prior to approval.

Where the proposed route utilizes roads that are not part of the Township's road system, approval from the appropriate road authority will also be necessary.

In all cases, a road closure notification shall be circulated to emergency services and other affected agencies a minimum of 48 hours prior to the road closure. All work will be done in accordance with ordinances, by-laws of the Township of Southwold and in accordance with OTM Book 7.

All disturbed areas shall be restored to their original conditions or better, including but not limited to roadway, sidewalks, traffic loops, etc.

5.1.17 Community Mailboxes

Community mailbox locations will be the responsibility of Canada Post. The consulting engineer for the developer is to ensure that no utility conflict exists with the proposed mailbox location. Location of the community mailbox shall be reviewed and approved by the Township.

5.2 Intersection Design

5.2.1 Road/Road Approach Grades

Designers are to refer to TAC – Geometric Design Guide for Canadian Roads (Figure 2.3.2.2).

5.2.2 Road Layout

When two streets connect at an intersection they shall connect at 90 degrees with a 10 meter straight section measured from the street line.

5.2.3 Curb Extensions

Curb extensions are the delineation of the parking lane, and are used to reduce the pedestrian walking distance at intersections. Tangent sections should be 15 meters with a minimum taper of 10 meters. Reduced radii are used on the inbound radius into a local street.

The designer should reference NACTO and TAC for additional guidance when designing curb extensions.

5.2.4 Intersection Geometric Design Improvements – Signalized

The basic configuration on MAIN ROAD approaches for proposed signal-controlled intersections must include directly opposing, dedicated Left turn lanes for 4-legged intersections or one dedicated Left turn lane at T intersections; regardless of actual volume demands or capacity analysis results.

The basic configuration on SIDEROAD approaches for proposed signal-controlled intersections should include directly opposing, dedicated Left turn lanes for 4-legged intersections; unless physical limitations make their implementation injudicious.

On SIDEROADS for T intersections, separate Left & Right turn lanes would be preferred, but may be governed by actual volume demands or capacity analysis.

Consideration may be given to the provision of a dedicated Right turn lane where peak hour turning traffic demands exceed 200 vph and Synchro capacity analysis of the thru lane produces results nearing or exceeding the threshold of acceptability.

Justification for a free-flow (uncontrolled) right turn channelization requires peak hour demands > 600 vph. The proper design to provide free-flow operation requires a parallel Right turn deceleration lane into the Channelization and, either a Right turn acceleration taper away (minimum) or a parallel lane away (preferred). If a Right turn channelization is justified, it should not be provided with a sub-standard geometric design necessitating Yield control.

5.2.5 Roundabouts

A roundabout is a raised island located in the center of an intersection, which required vehicles to travel through the intersection in a counter-clockwise direction around the island. The Township of Southwold will consider the installation of roundabout at the following locations:

- All Collector/Arterial Roads intersecting with other Collector/Arterial Roads should be considered for the installation of a roundabout.

All roundabouts are to be designed to TAC standards with signage as per OTM book standards.

For maintenance purposes, sanitary maintenance holes are not permitted to be located within the raised center island of the roundabout. The sanitary maintenance hole is to be located within the apron of the island. Storm maintenance holes may be located within the center island of the roundabout, provided the proposed landscaping does not hinder access to the maintenance hole.

5.3 Driveways

The maximum driveway width is 8.0 meters. The maximum driveway for commercial/industrial development is 9.0 meters.

All driveway approaches shall be hard surfaced (ie. Asphalt, concrete, paving stone) from the edge of road or back of curb to property line.

The minimum driveway grade is 2% with a maximum acceptable grade of 8%. The maximum grade is not recommended for new developments and only to be used for reconstruction projects due to constraints. The desired maximum in new developments should be 4%. All grades shall be directed towards the road and reverse fall driveways are not permitted.

Single Family Residential

- Asphalt – 75mm (two lifts) HL3 surface
- Granular base – 250mm of Granular 'A'

Commercial/Light Industrial

- Asphalt – 40mm HL3 surface and 50mm HL8 surface
- Granular base – 150mm of Granular 'A' and 300mm of Granular 'B' with type II gradation

Heavy Industrial

- Asphalt – 50mm HL3 surface and 75mm HL8 surface
- Granular base – 150mm of Granular 'A' and 300mm of Granular 'B' with type II gradation

5.4 Traffic Signals

Developments and projects where traffic signals are being considered will require a separate signal wiring plan and signalized intersection plan showing location of all poles and mounted hardware, hand wells, ducts/cables, the controller and the full lane configuration.

6 STORM SEWERS**6.0 General**

This document outlines the minimum requirements for the design of a storm sewer system within the limits of the Township of Southwold. Storm sewer design shall also conform to the design principles as outlined in the most recent edition of the "Design Criteria for Sanitary Sewers, Storm Sewers and Forcemains for Alterations Authorized under an Environmental Compliance Approval" by the Ministry of the Environment, Conservation, and Parks (MECP). These guidelines were written in general alignment with version 2.0 of the MECP criteria. In cases where these guidelines are in contradiction, the more stringent criteria shall govern.

The design of all new developments will incorporate a "treatment train" approach for stormwater design and management. This approach includes multiple, sequential treatment processes to improve water quality and manage water quantity effectively.

Existing storm infrastructure within the Township includes municipal drains, which are governed by the Drainage Act. All stormwater management and storm sewer design must account for and integrate with these existing municipal drainage systems. Only

Stormwater, drainage from foundations and roads, or LIDs shall be accepted or collected by Storm Sewers. Sanitary Sewage or combined Sewage shall not be accepted or collected by Storm Sewers or transmitted or directed to Stormwater works.

Storm sewers shall be designed, using the most recent rainfall intensity, duration, and frequency (IDF) curves available from the respective municipality for which the sewers are to be constructed. If the municipality does not have access to current IDF curves, adjacent jurisdictions shall be consulted for IDF curves, and the most stringent values shall be used in design.

In the design of conveyance drainage system, local climate data is to be used to establish design storm frequency criteria, at a 5-year return design storm or greater storm event can be used for minor system design.

Inlet times shall be calculated based upon the overland flow route modeled under fully developed system conditions as per the Official Plan.

Storm Sewer which are installed below seasonally high groundwater table shall be designed to minimize infiltration.

Storm Sewers design shall be verified (major system and minor system capacity analysis) accounting for the captured flows that enter the Storm Sewers (minor system) through inlets and the flow remaining at the surface (major system) at minimum under the following conditions;

1. No inlet capacity restriction; and
50% inlet capacity restriction at depressions and roadway sags.

Maximum depths of flows at the surface and maximum hydraulic grade lines in the Storm Sewers shall be verified for up to the 100-year design storm.

6.1 Storm Drainage Area Plans

Storm sewer design computations shall be completed on a standard Storm Sewer Design Sheet. A copy of the design sheet, together with a Storm Sewer Drainage Plan, showing the tributary areas shall be submitted as per the sample storm design sheet in this design guideline



In lieu of precise information on development on the whole or any part of a watershed area, the latest zoning by-law and Official Plan issued by Infrastructure and Development Services Department shall be used for all external areas in the design and to determine the specific areas to which these values apply.

The external drainage area plan shall be prepared and shall be submitted at the functional servicing report stage and prior to the commencement of the detailed storm sewer design.

In the case of large areas under single ownership of blocks requiring future site plan agreements, the design shall be prepared on the basis of the whole area being contributory to one maintenance hole in the abutting storm sewer unless more than one private storm connection is necessary to serve the property in which case the appropriate area tributary to each connection shall be clearly shown and taken into account in the storm sewer design.

6.2 Design Flows

6.2.1 Design Storm Frequency

The design storm frequency shall be a 5-year storm for residential, industrial and commercial lands to a sufficient outlet or to a storm water management facility which will control post development peak flows to pre-development flows including the 2,5-,25-,50- and 100-year storm events.



6.2.2 Runoff Computations

The Rational Formula is to be used to determine the quantity of storm runoff. The use of other empirical runoff formulae must be approved by the Township Engineer. The Rational Formula is as follows:

$$Q = 2.78 \times C \times i \times A$$

Where:

Q = peak flow in L/s

A = Area in hectares

i = average rainfall intensity in mm per hour for a duration equal to the time of concentration for a particular storm frequency

C = runoff coefficient

6.2.3 Rainfall Intensity

For rainfall intensity, the following equation shall be used for the Rational Formula:

$$i = AT^b$$

Where:

i = rainfall intensity (mm/hr)

a, b = rainfall parameters listed below

t = inlet time based off of time of concentration (hours)

Parameters for this equation are derived from the MTO's Intensity-Duration-Frequency (IDF) curve lookup tool that can be found here:

https://idfcurves.mto.gov.on.ca/results_out.shtml?coords=42.710904,-81.311721

RETURN PERIOD	2 YEAR	5 YEAR	10 YEAR	25 YEAR	50 YEAR	100 YEAR
A	23.5	31.0	35.9	42.1	46.7	51.3
B	-0.699	-0.699	-0.699	-0.699	-0.699	-0.699

Note:

1. 2 year IDF curve to be used in pre and post development controls
2. 5 year IDF curve to be used for storm sewer design

In addition, runoff from major storm events (100 year and larger regional storms) shall be accommodated by an overland flow route that has been designed assuming that all of the source controls and storm water conveyance systems for minor flows have failed.

A hydrologic and hydraulic simulation models can be used for systems to verify the capacity of the systems serving small or large areas or involving treatment and/or storage systems.

6.2.4 Time of Concentration

The time of concentration is the time required for flow to reach a particular point in the sewer from the most remote part of the drainage area. It includes not only the travel time in the sewers, but also the inlet time or time required to flow overland into the sewer system.

The inlet time for residential areas shall be 15 minutes. For all other areas, supporting calculations shall be submitted to the Township engineer for review.

Adjusted time of concentration shall be calculated using the formula:

$$T_{c-adj} = \frac{(T_{ct}Q_t) + (T_{cl}Q_l)}{(Q_t + Q_l)}$$

Where:

Tc-adj = adjusted time of concentration (min.)

Tct = time of concentration in the trunk sewer (min.)

Qt = design flow in the trunk sewer (l/s)

Tcl = time of concentration in the lateral sewer (min.)

Ql = design flow in the lateral sewer (l/s)

6.2.5 Runoff Coefficients

A licensed Professional Engineer (P.Eng) shall calculate appropriate runoff coefficients for use in stormwater infrastructure design. The following chart shall be used to determine an aggregate runoff coefficient for each storm area in the tributary area plan. This ensures that the design accurately reflects the hydrological characteristics of the specific area, contributing to effective and reliable stormwater management:

Land Use	C value
Asphalt, concrete, roof areas	0.90-1.00
Grassed areas, parkland	0.15-0.35
Brick Roads	0.7-0.85
Sandy Soil	0.05-0.25
Playgrounds	0.2-0.35
Gravel	0.6-0.7
Forest and dense wooded areas	0.10-0.25
Permeable pavements	0.15 to 0.25

No allowances for infiltration are required in storm sewer capacity determination.



6.3 Storm Sewer Pipe Design

6.3.1 Design Flow

The Manning Formula is used for calculating the sewer capacity and selecting pipe size. When determining the appropriate pipe size, designers shall upsize pipes when the capacity of the storm sewer approaches 90%.

$$Q = 1/n \times A \times R^{2/3} \times S^{1/2}$$

Where:

Q = Design flow capacity of the sewer (L/s)

A = Cross Sectional Area of Pipe (m²)

R = Hydraulic Radius of pipe (D/4) (m)

S = Sewer Slopes (m/m)

n = Manning roughness coefficient (unitless)

6.3.2 Manning Coefficient

A coefficient of 0.013 is to be used for all concrete and PVC pipes.

6.3.3 Flow Velocity

Velocity shall be calculated using the following formula:

$$V=Q/A$$

Where:

V = Flow Velocity (m/sec) Q = Design Flow (m³/s)

A = cross section area of flow (m²)

6.3.4 Minimum Velocity

The minimum velocity permitted in storm sewers is 0.75m/sec

6.3.5 Maximum Velocity

The maximum velocities permitted in storm sewers are:

- 4.5m/sec for 300mm to 825mm diameter sewers;
- 6.0m/sec for 900mm diameter and larger sewers

Additional protection against erosion, scouring, and pipe displacement must be provided by a Licensed Engineering Practitioner where flow velocities exceed 4.5 m/s as per MECP guidelines 5.5.2.

6.3.6 Minimum Pipe Sizes

- Storm Sewers = 300mm
- Catch Basin Leads = 250mm (street, park, or single inlet)
= 300mm (lot or twin inlet)
- Private Drain Connections = 150mm (residential – single family, semi-detached)
= 300mm (residential multi family block)
= 375mm (non-residential)
= 300mm (commercial)

Note: Actual sizes for PDC required for multifamily, commercial, institutional block will depend on flow.

6.3.7 Minimum Grades for Pipes

The minimum grade for a 300mm diameter storm sewer is 0.54% and all other sewer sizes minimum grades shall achieve the minimum velocity of 1.0m/sec.

6.3.8 Minimum Depth and Bedding Material

The minimum depth for all storm sewers is 1.5m from the finished ground above the top of the pipe. Bedding Material is as per OPSS.MUNI 401, the Elgin County Standard Contract Documents or as recommended in the Geotechnical Report.

6.4 Maintenance Hole Design

Changes to direction of flow greater than 90 degrees shall not be permitted in one maintenance hole.

Maintenance holes on sewers shall be located at every change in pipe size, grades, or direction of flow and shall not exceed the maximum spacing. Maintenance holes are to



be installed for storm PDC's 300mm in diameter for larger, unless the storm sewer size is 900mm or larger, in which case the PDC may be connected directly into the sewer.

Spacing for maintenance holes will be 100m for pipes up to and including 900mm. For pipes larger than 900mm in diameter, up to 150m spacing is allowable. A minimum of 300mm clearance is required between services within a maintenance hole. The locations of all maintenance holes are to be designed to be outside of the vehicles wheel path.

Allowances for bends in sewer alignments – fall through maintenance holes shall be calculated in accordance with the below:

- 45-degree bends – use $\frac{3}{4}$ of the losses for 90 degree bends
- For 22 $\frac{1}{2}$ degree bends – use $\frac{1}{2}$ of the losses for 90-degree bends

Safety grates as per OPSD 404.020.

- Maintenance hole depth between 5.0m and 10.0m, grate shall be placed at midpoint
- Maintenance hole depth between 10.0m and 15.0m, grate shall be placed at third points

All incoming pipes are to be below safety grates.

All maintenance hole chamber openings shall be located on the side of the maintenance hole parallel to the flow for straight run maintenance holes, or on the upstream side of the maintenance hole at all junctions.

The obvert of the inlet pipe(s) shall not be lower than the obvert of the outlet pipe. The minimum drops across maintenance holes are as follows:

- 0 degree change – 20mm drop
- 1 degree to 45 degree – 40mm drop
- 46 degree to 90 degree – 50mm drop

Where the difference in elevation between the invert of the inlet and obvert pipes exceeds 1.0m, a drop structure shall be placed on the inlet pipe, with the invert of the drop pipe located at the spring line of the outlet pipe. Design shall conform to OPSD's.



All sewers shall be benched as per OPSD 701.021.

6.5 Catch Basins

Catch Basins shall be located at a maximum interval of 90m between catch basins or 90m between a crest of a road to a catch basin.

All catch basins are to be set back off the roadway, as per OPSD's and shall be 1.5m clear of any driveway curb depression.

Curb inlet catch basins are to be used at all low points on a roadway, and curb inlet catch basins are to exclusively used on arterial roadways. Inlet grate capacity shall be designed by the consulting engineer to determine if catch basin spacing should be reduced.

Catch basins shall be spaced so that no ponding occurs during minor storm events (1:5 year storm event).

6.6 Allowable Ponding

No surface ponding is allowed to develop under a 5-year storm event. Ponding on major overland flow routes allows for 300mm on street catch basins and 450mm on rear yard catch basins. Consultants are to map the ponding area on grading design drawings for all new developments.

Major overland flow routes are to be continuous along roads and easements without flooding onto lots during a 100-year storm.

6.7 Cover

A minimum of 1.5m is required to the top outside edge of the pipe for all storm sewers.

6.8 Easements

A minimum sewer easement is to follow the Townships zoning by-law requirements. If not mentioned in the zoning by-law, the minimum easement for one service is 5.0m. These minimum easements widths will be increased depending on the depth and size of the sewer, and as dictated by the Township team.

6.9 Storm Private Drain Connection

All PDC's shall be installed to the property line for all new construction projects.

PDC's are not to be directly connected into a maintenance hole PDC's on private property of the town house complexes, row housing and apartments are to be



connected to a maintenance hole located on the R.O.W. PDC's for industry and commercial property are also to be connected to a maintenance hole located on the R.O.W.

All locations and elevations of the storm PDC shall be recorded on a Building Services Report along with As-built Drawings for the project, whether part of a reconstruction project or new development. See Section 15 for a sample Building Services Report.



7 STORMWATER MANAGEMENT

Storm sewer systems shall include stormwater management facilities and measures to address quality and quantity, aligning with the “treatment train” approach within the Ministry of Environment, Conservation and Parks Guidelines. For all new stormwater management facilities, the developer shall contact the Infrastructure and Development Services Department for further clarification and guidance on applicable requirements and standards that may affect the stormwater management (SWM) facility.

7.1 Stormwater Management Design

7.1.1 Peak Flow Control

The peak flows discharging from the site shall not increase as a result of the proposed development for the calculated 2 through 100-year storm events. All SWM measures shall provide an enhanced level of protection in accordance with MECP’s stormwater management and LID guidelines, to make sure the design accommodates climate change.

Extended detention and storage of SWM facilities should discharge over a 24–48-hour period to the 5-year storm even under predeveloped conditions. Storm water volume calculations shall be broken out into the following durations (t = minutes): 0, 10, 15, 30, 45, 60, 75, 90, 100, 120, 180, 240, 360, 480, 720, 1080, 1440.

7.1.2 Green Infrastructure and Low Impact Development

The Township promotes green infrastructure and low impact development (LID) with developments for SWM measures. Both natural and human made devices to assist in providing the treatment train approach. This can include parklands, street trees with enhanced soil characteristics, natural channels and flood plains, LID facilities, and naturalized end of pipe stormwater management systems.

All LID facilities shall have a design capacity that exceeds the existing conditions recharge volume by 15% as a factor of safety to account for aging, compaction and clogging. LID locations shall be strategic to mitigate against operational constraints and clogging.

During construction buildout, LID's shall be by-passed to avoid clogging.

Design of the LID system shall follow best municipal standards and MECP design guidelines for LID's.

7.1.3 Stormwater Design Requirements for Development

The following is a summary of the Storm Water Management requirements for development submissions. There may be additional information required depending on the site locations and constraints.

- Provide all SWM calculations to show the pre-development and post development flows. These flows shall be calculated using the Township's design guides as well as MECP guidelines.
- Provide SWM calculation for SWM facility sizing, orifice sizing, and any other relevant calculations completed for the design of the facility.
- Forebays and other quality controls should be used to minimize the amount of sediment that reaches the main cell of the SWM facility.
- Landscaping, plantings and trees shall be included in the design of SWM facility to improve the quality of the storm water as well as aesthetics for the development. Use of the Credit Valley Conservation Authority's Stormwater Planting Guidelines (<https://cvc.ca/document/cvc-stormwater-management-pond-planting-guidelines/>)
- Identify the major overland flow routes and provide volume calculations for the



routes at various cross sections to confirm that the major overland flow route will carry the major flow.

- Identify all levels of stormwater in the storage facility for the various rainfall events.
- Design storm sewer pipe system to 5-year storm return period for pipe flow conditions
- Keep development maximum outlet flows to pre-development values for the 2 through 100-year storm events.
- Detain the first 13mm or 24mm, as applicable of rainfall generated runoff from all development for a period of 24 to 48 hours for quality control.
- Oil grit separators are recommended for developments as a quality control measure as a quality control measure for sites less than 2 hectares. Site plans will typically require the installation of an oil grit separator as a quality control device
- Use of shallow grassy lined swales for storm water conveyance is recommended.
- Include all design detail, sizing calculations, sediment removal rate and floatable storage capacity for the unit, ensuring its design and installation will more than adequately suit the site plan development.
- SWM design will need to consider maintenance requirements for Township staff to maintain with ease.

8 SANITARY SEWERS

This document also outlines the minimum requirements for the design of sanitary sewer systems within the Township of Southwold. Sanitary system design shall adhere to the principles and specifications provided in the most recent edition of the "Design Criteria for Sanitary Sewers, Storm Sewers and Force mains for Alterations Authorized under an Environmental Compliance Approval" by the Ministry of the Environment, Conservation, and Parks (MECP). These guidelines were developed in general alignment with version 2.0 of the MECP criteria. In instances where these guidelines are in contradiction, the more stringent criteria govern.

All sanitary sewer design shall use the Township sanitary sewer design sheet, a copy of this sheet is provided in this design guidelines manual.

8.1 General Requirements

Sanitary sewers are not permitted to accept foundation or weeping tile drainage or roof drainage. Storm water is not permitted to enter the sanitary sewer system.

Sanitary sewers shall be designed in accordance with the design principles recommended in the most current edition of the Ministry of Environment, Conversation and Parks (MECP) guidelines for the design of sanitary sewers.

Minimum sanitary sewer diameter is 200mm and the minimum private drain connections (PDC) is 150mm.

The minimum velocity for a sanitary sewer system is 0.6 m/s and the maximum allowable velocity is 4.5 m/s.



8.2 Peak Flow Calculation

The Manning Formula is to be used for calculating sewer capacity and selecting pipe sizes and the roughness coefficient (n) of not less than 0.013 is to be used for smooth-wall pipe materials. This formula is to be used for gravity sewers and open channels.

The Manning Formula is as follows:

$$Q = 1/n \times A \times R^{2/3} \times S^{1/2}$$

Where:

Q = Flow capacity of sewer (m³/s)

A = cross sectional area of pipe (m²)

R = Hydraulic radius of pipe (D/4) (m)

S = Sewer Slope (m/m)

N = Mannings Roughness Coefficient (unitless)

Mannings Roughness Coefficients shall be as follows:

Pipe Material	Mannings 'n'
Concrete Pipe	0.013
P.V.C Pipe	0.013
H.D.P.E Pipe	0.013
Corrugated Metal Pipe – 12mm corrugations	0.024
Corrugated Metal Pipe – 50mm corrugations	0.035

Minimum slopes for Pipes are as follows:

Pipe Size	Slope
200mm	0.40%
250mm	0.28%
300mm	0.22%
375mm	0.15%
450mm	0.12%
525mm	0.10%
600mm	0.08%
675mm	0.07%
750mm	0.06%

8.2.1 Design Criteria

The following design values shall be used for all new development being modified where data is available.

- For new development, a value of 250 l/capita/day should be used for estimating flow rates
- Infiltration and inflow should be estimated at 8,640 l/ha/day (0.100 l/ha/second) for new development
- Continued use of available data for infiltration rates and sewage usage rates should be used for existing development
- Flow meter study studies to confirm existing capacity may be required for new development
- Population density equivalent for different types of development should be as follows:

Development Zoning	Population Density
Low density residential	44 persons/ha
Medium density residential	65 persons/ha
Institutional (schools, etc.)	53 persons/ha
Commercial	60 persons/ha
Industrial	150 persons/ha

Alternatively, population density can be calculated on a lot by lot basis using the following criteria:

- Single family = 3 people/unit
- Semi-detached = 6 people/unit

8.3 Peak Sanitary Sewage Flows

Peak sewage flows shall be calculated using the following equation:

Where:

$$Q (d) = P_q M + IA$$

$Q(d)$ = peak flow (L/s)

P = Design population in thousands

Q = average daily per capita flow (L/capita/d)

M = Peaking factor derived from Harmon Formula

I = Unit peak extraneous flow (L/s/ha)

A = Gross tributary area (ha)

Harmon Formula:

$$M = 1 + 14 / (4 + PP^{1/2})$$

Where:

M = Ratio of peak flow to average flow P = Tributary population in thousands

All sewer 600mm in diameter and larger shall be shown with two lines in the plan view.

All sewers shown within the road allowance should be 3m apart unless otherwise directed by Township Engineer.

Minimum elevation of new basements must be shown whenever the sanitary sewer in the street has less than 2.7m cover.

Bolt down covers are required where maintenance holes are in flood plains or overland flow routes.

No decrease of pipe size from a larger size upstream to a smaller size downstream will be allowed regardless of increase in grade.

No sewer pipe greater than 375mm may be turned at 90 degree.

8.4 Maintenance Hole Design

Changes of direction of flow greater than 90 degrees shall not be permitted in one maintenance hole. In sewers 750mm diameter and greater, changes in direction of flow greater than 45 degrees shall not be permitted in one maintenance hole. The locations of all maintenance holes are to be designed to be outside of the vehicles wheel path.

Maintenance holes on sewers shall be located at every change of size, grade, or direction of flow but shall in no case exceed the maximum spacing specified below:



- Pipes 900mm diameter and smaller – 110 metre spacing
- Pipes greater than 900mm diameter – 150 metre spacing

Safety grates are required at the mid-point depth of maintenance holes when the depth is between 5.0m and 10.0m. Additional safety grates are required at third-point depth when the maintenance hole is greater than 10.m in deep. All in coming pipes are to be below the safety gratings.

All sanitary maintenance holes in the vicinity of a low point (within 10 metres) shall be installed with a maintenance hole insert as specified within the Township's supplemental specifications.

All maintenance hole chamber openings shall be located on the side of the maintenance hole parallel to the flow for straight runs and on the upside side of the maintenance hole at all junctions.

The obvert of the inlet pipe shall not be lower than the obvert of the outlet pipe. The minimum drop across maintenance holes shall be as follows:

Change of Direction	Minimum Drop
0 degree	20mm
1 to 45 degree	40mm
46 to 90 degree	50mm

Where the difference in elevation between the invert of the inlet and overt of the outlet pipes exceeds 600mm in height, a drop structure shall be placed on the inlet pipe, with the design conforming to OPSD's.

8.5 Pump Stations

All sanitary sewers for development should be by gravity unless they are constraints within the sewage system and only if approved by the Township. Township Staff shall be consulted on design criteria, operational preferences, and other requirements during the pump station design. Stations shall have full backup power, SCADA connectivity, and flow monitoring. Any design of a pumping station shall take confined space entry into consideration. When a person needs to perform a confined space entry into the pumping station, there shall be no areas or points that a person shall have to unhook from the lifeline.



8.6 Sanitary Private Drain Connections (PDC's)

Each property shall be provided a sanitary PDC of a minimum diameter of 150mm having a minimum slope of 2% and a clean out.

In Industrial and Commercial areas, an inspection maintenance hole shall be located at property line of the service. The minimum diameter of sanitary PDC for institutional blocks are 200mm diameter at 2%.

Sanitary PDC's shall not be connected to sanitary maintenance holes.

8.7 Easements

All sewer easements must be a minimum of 5.0m wide for one service. These minimum values must be increased when the depth and diameter of services dictates a greater working area.

8.8 Infiltration/Exfiltration Testing

Infiltration and exfiltration testing shall be conducted on new sanitary sewers as per the requirements in OPSS 410.07.16.03 and 410.07.16.04.

8.9 Deflection Testing

Deflection testing is to be complete as per the Townships Supplemental Specifications.

8.10 Video Testing

Video (CCTV) testing is to be complete as per the Townships Supplemental Specifications.

9 SANITARY FORCEMAINS

Forcemains shall be designed to the current edition of the MECP's "Design Criteria for Sanitary Sewers, Storm Sewers and Forcemains for Alterations Authorized under an Environmental Compliance Approval."

10 WATERMAINS

The specifications within this section apply to all water services and watermains including appurtenances which are located within the Township's road allowance, or on property that will be transferred to the Township ownership. These specifications also apply to all water meter replacements.

The designer shall design to the Township specifications and make reference to the Ministry of the Environment, Conservation and Parks "Design Guidelines for Drinking-Water Systems" and to MECP's "Water Design Criteria for Future Alteration Authorized Under a Drinking Water Works Permit". If there is a discrepancy between the Township specifications and the MECP guidelines, the Infrastructure and Development Services Department shall be contacted to resolve the issue.

Any deviations from these specifications must be submitted to the Township Engineer.

These specifications shall apply to all services and private watermain and to all watermains up to 450mm diameter including appurtenances. For watermains larger than 450mm diameter and for any other water system installation, special specifications must be prepared for and approved by the Township Engineer.

The water distribution system is for the purpose of supply and distributing water but does not include plumbing or other works to which the Ontario Building Code applies.

A water distribution system may exist for the purpose of distributing potable or non-potable water; however, water distribution systems for potable and non-potable water may not be intermixed or cross-connected. Private supplies of potable water may not be cross connected to the municipal or public water distribution system.



10.1 Watermain Design

10.1.1 Pressure, Flow and Velocity Design Requirements

Watermains shall be sized to maintain the greater of:

- Maximum day demand plus fire flow at a pressure not less than 140kPa at all points in distribution system
- Maximum hourly demand at a pressure not less than 275kPa in residential areas and not less than 310kPa in industrial areas.
- Average day demand at a pressure not less than 275kPa.
- Maximum residential pressure not exceeding 690kPa and a minimum residual pressure (peak hour) shall not be below 275kPa.

Watermains shall be designed for velocity for normal rates will be between 0.6m/s and 1.5m/s. The minimum velocity for fire demand shall not exceed 3.0m/s. Fire flows shall be calculated on the standards of the Fire Underwriters Survey.

10.1.2 Design Water Demands

10.1.2.1 Domestic Water Demands

Average residential domestic unit demand is 270 L/d per capita. This demand varies with location and project future increased use.

Applicable demands and peaking factors should be obtained from Township engineer.

Water systems shall be designed to satisfy the greater of either of the following demands:

- Maximum day plus fire flow (max day = 3.5 x avg. day)
- Peak rate (maximum hourly demand) (Max hour = 7.8 x avg./day)

10.1.2.2 Commercial, Institutional and Industrial Water Demands

These demands vary greatly with the type of water using facilities or process present in the development. If the Developer (designer) does not know the required demand he should refer to Ontario Ministry of the Environment, Conservation and Parks (or the applicable environmental agency) "Guidelines for the Design of Water Distribution Systems". For industrial demands the Developer (designer) should discuss water requirements with the Township.

10.1.2.3 Fire Demand

To estimate the fire flow requirements for a particular structure or area of a Township, the designer should refer to the guide "Water Supply for Public Fire Protection - A Guide to Recommended Practice", (latest revision) prepared by Fire Underwriters Survey, Insurers Advisory Organization, 180 Dundas Street West, Toronto, Ontario M5G 1Z9, the Ontario Building Code and the Ontario Fire Code.

10.1.2.4 Friction Factors

The following Hazen-Williams "C" vales shall be used for design, regardless of the material:

Diameter	"C" Factor
100mm and 150mm	100
200mm and 250mm	110
300mm to 600mm	120
Over 600mm	130

10.1.3 Minimum Pipe Size

The minimum pipe size for any domestic water service is 25mm.

The minimum size for watermains shall be 50mm for supplying only domestic services or 150mm if fire protection is to be provided. Actual watermain pipe size requirements are to be confirmed by modeling methods.

Accepted pipe sizes are 25mm, 50mm, 100mm, 150mm, 200mm, 250mm, 300mm, 400mm, 450mm, and 600mm. For larger pipe sizes, the designer should consult with the Township Engineer. Consideration of future growth and expansion will also be required within the design.

10.1.4 Water Quality

Watermains and their networks shall be designed such that water shall not remain unused in the watermain for more than three (3) days under average day demand.

To demonstrate a three-day turnover, the designer shall provide a hydraulic analysis as outlined elsewhere in this document. The hydraulic analysis shall also provide calculations to determine if and where automatic flushing devices are required and determine the appropriate size of flushing device (25mm or 50mm).

The Township of Southwold has primary responsibility to ensure that the minimum chlorine residuals are maintained in the distribution system and therefore reserves the right to require watermain looping and/or automatic flushing devices and/or blow-offs to facilitate the maintenance of the chlorine residual.

On private property, where there is concern (When a three-day water turn-over cannot be achieved) that there may be degradation of the water quality in the private service, that has the potential to re-enter the municipal water system, the Township reserves the right to require premise isolation. This shall consist of appropriate backflow protection for the risk posed and shall be installed at the property line and at the owner's expense.

10.2 Watermain Layout

10.2.1 Location of Watermain in Road Allowance

Watermains shall be located in accordance with the Township of Southwold's Standard ROW Cross Sections. Deviation from the standard location must be approved by the Township Engineer.

The standard location must be used on straight streets. On bends, the main may deviate from the standard up to 1.0m closer to the street line but not closer to the curb and gutter as approved by the Infrastructure and Development Services Department. Maximum use may be made of pipe joint deflections so that a minimum number of bends are used on any curved laying line. PVC pipe will require more bends because the allowable joint deflection is smaller.

Refer to AWWA C600 for Ductile Iron Pipe, AWWA M23 for PVC pipe and supplier specifications for allowable joint deflection and pipe bending.

Watermains shall be terminated opposite street lines or property lines.

10.2.2 Depth of Watermain

Watermains shall have no less than 1.7m and a maximum cover of 2.0m from final surface grade above the watermain alignment. Variations from this cover may be made only if approved on plans or in writing by the Township Engineer. Depth of watermain shall be measured from installation location and not centerline of the road.

For unimproved roads with open ditches, watermains shall be laid 2.1m minimum below road grade or 1.5m below the bottom elevation of the ditch, whichever is greater.

Consideration shall be taken by the designer for the vertical alignment of the road and its impacts with the watermain resulting from future road improvements.

10.2.3 Pipe Insulation

Where joint deflections, offsets, or other issues arise that require the watermain to be laid with less than 1.7m of cover from final surface grade at watermain alignment location, insulation shall be placed to prevent freezing.

Insulation is also required between a watermain and storm sewer/culvert where there is less than 1.5m minimum separation. Please refer to the Township's Supplemental Specifications.

Compaction of gravel material above insulation shall be inspected by contract administrator to verify that the integrity of the insulation isn't impacted during construction.

10.2.4 Blow-offs and Dead Ends

Dead end watermains shall not be permitted unless unavoidable. All dead end watermains are to have an auto flusher or 50mm blow-off as approved by the Township.

Where a watermain ends in a cul-de-sac, a 50mm watermain loop shall be installed from the minimum 150mm watermain to last fire hydrant around the cul-de-sac, where the loop reconnects back to the watermain. The designer can contact the Infrastructure and Development Services Department for further details of the cul-de-sac watermain loop.

A hydrant and valve shall be installed at the end of a watermain on a street that is to be extended in the future. A 50mm blow off or automatic flusher may be substituted at the discretion of the Township Engineer.

10.2.5 Separation between Watermain and Sewers/Utilities

Designers should refer to the Ontario Ministry of Environment, Conservation and Parks (MECP) Guidelines regarding the location of watermains relative to sewers and to the Public Utilities Act of Ontario regarding the location of watermains relative to other utilities.

Sewers and watermains located parallel to each other should be constructed in separate trenches maintaining the maximum practical horizontal separation. Under normal conditions, watermains shall be laid with minimum 2.5m clear horizontal separation from any sewer or sewer maintenance hole; the distance shall be measured from the nearest edges.

10.2.6 Crossings

The designer shall refer to the Ministry of the Environment, Conservation and Parks Procedure F-6-1, Procedures to Govern the Separation of Sewers and Watermains.

Under normal conditions, watermains shall cross above sewers and Private Drain Connections (PDC) with a minimum vertical separation of 0.50m to allow for proper bedding and structural support of the watermain over the sewer or PDC.

Where it is not possible for the watermain to cross above the sewer or PDC, the watermain passing under a sewer or PDC shall be protected by providing:

- A vertical separation of at least 0.6m between the invert of the sewer or PDC and the crown of the watermain.
- That a minimum of 5.0m length of water pipe shall be centered at the point of crossing so that the joints will be equidistant and as far as possible from the sewer or PDC.
- Structural support is provided to prevent excessive joint deflection and settling.
- The crossing is not within 2.0m of a watermain joint (for watermains larger than 450mm diameter).

The same criteria shall be applied in new construction (i.e. subdivisions) and in conditions where an existing watermain is present. Also, the same criteria as noted above shall be applied if the watermain crosses above or below a sewer, PDC or other utility.

10.2.7 Watermain Looping

Water distribution systems shall be designed to exclude any dead-ended pipe. Water distribution systems shall be designed so that no more than sixty (60) units with individual water services and meters shall be serviced from a single source of supply. If the looped watermain is connected to a single watermain, a valve must be installed in the watermain to permit isolation of supplies.

A looped watermain connected to a public or private watermain(s) must be installed:

- when one water service will not supply the required flow for domestic use and fire protection or,
- for an apartment complex containing one or more structure and more than 300 dwelling units or,
- for a townhouse, condominium or similar complex having more than eighty (80) units with individual water services and meters.

The looped water servicing must be installed to service the private development from two sources. If the looped watermain is connected to one public watermain, an isolating splitter valve must be installed in the public watermain to permit isolation of supplies, at no cost to the Township.

10.3 Easements

Easements may be required to be assumed by the Township located outside a road allowance on private property.

Easement widths are determined by the depth of cover from the centerline of the road/round to the invert of the watermain or a minimum of 5.0m, assuming no other services are located within the easement. If additional services are located in the easement, adequate width of easement and separation of services for construction and future maintenance purposes shall be provided.

10.4 Location of Valves

10.4.1 Residential Developments

In residential developments, valves shall be located so that any section of watermain serving up to a maximum of 60 residential water services can be isolated by operating not more than four valves. Phasing of developments should be considered and valve

locations shall be logical (i.e., at intersections). In residential areas, valves shall be spaced no more than 250 m apart. Valves shall be located on at least 3 legs of watermain at an intersection. In high density residential, commercial, and industrial developments, valves shall be located no more than 150 m apart.

10.4.2 Looped Services/Private Watermains

Valves shall be installed on looped services or private watermains to isolate buildings or groups of buildings so that no more than eighty (80) individual water services or apartment complex containing 300 dwelling units, or more are on any one valved section. The Owner shall install a valve on the street watermain between connections to a looped private watermain if there is not an existing valve, at no expense to the Township.

10.4.3 Locations of Valves at Intersections

For street intersections, water valves shall be located at the extension of street lines in grassed boulevard. For intersections with roundabouts, water valves may be placed in the raised portion of the roundabout island if possible. However, if conflicts occur with other features of the roundabout (i.e. curb and gutter of the island), the valves may alternatively be placed in the boulevard clear of curb and gutter from approaching streets to the roundabout.

10.5 Fire Hydrants and Fire Department Connections

All fire hydrants located within the road allowance shall only be maintained and operated by the Township of Southwold.

10.5.1 Location and Spacing of Hydrants on Road Allowance

Hydrants shall be spaced no greater than 150m in residential areas and 105m in commercial and industrial areas, measured along the centerline of the watermain. In rural areas where new watermain is to be installed, designers shall add hydrants at each intersection. Hydrants shall be

1.5m away from any driveway or physical obstruction that would limit the operation and maintenance. Hydrants are to also be installed at property line boundaries.

10.5.2 Hydrants on Dead-end Streets

Hydrants shall not be located on dead-end streets unless such streets exceed 90m in length. Where located on dead-end streets the hydrant shall be located at 90m from the end and a smaller sized watermain (minimum 50mm) shall be used beyond the hydrant so that the water quality is maintained

10.5.3 Water Services, Fire Services, and Private Watermains

For the design and materials requirements all water service pipe and fire service mains on private property, the Ontario Building Code shall apply. It shall be noted that water quality requirements are not addressed in the Ontario Building Code. Where there is a concern that there may be a degradation of water quality in the private servicing that has the potential to enter the municipal water supply system, the Township reserves the right to require premise isolation. Premise isolation shall consist of appropriate backflow prevention measures to the risk posed and shall be installed at the property line at the owner's expense.

The following applies to the water services on public property up to the property line.

10.5.4 Size Required

The Developer will be responsible for private main and service sizing. The Township Engineer shall be consulted for available pressures and flows at the main under design conditions. If the results of hydrant flow tests are to be used, the Township Engineer shall be consulted for necessary adjustments since flow tests are not usually done at design conditions. The minimum size for services is 25mm diameter. Acceptable service sizes are 25mm, 40mm, 50mm, 100mm, 150mm, 200mm, 250mm, and 300mm diameter. 25mm diameter or larger services should be installed for estate lots, larger homes, deep setbacks or where automatic lawn sprinkler systems or fire sprinkler systems are to be used.

10.5.5 General Requirements

Each dwelling unit, including detached and semi-detached units, townhouses, multi-unit and row houses, must be serviced with a separate water meter and water service connected to a main or private main.

Each unit in a commercial or industrial mall must be serviced with a separate water meter and water service connected to a main or private main.



Swimming pool facilities and lawn sprinkler systems must be serviced by a connection to the metered side of a water service that is in use yearlong and is located in a frost-free structure.

Unless otherwise approved by the Township Engineer, all structures not noted above shall have one water meter and one water service connected to a main or private main.

When there are two watermains on a road allowance, the water service shall be laid from the structure to the watermain which, in the opinion of the Township Engineer, provides adequate flow and/or pressure.

Services to semi-detached housing must front the unit they serve.

Electrical systems of all new developments shall not be grounded to the water system. Refer to Ontario Hydro Electrical Safety Code (Section 10) for grounding requirements.

10.5.6 Looped Private Main/Service

A looped private main connected to a main or mains must be installed:

- When one main will not supply the required flow for domestic use and fire protection.
- For an apartment complex containing more than one structure and more than 300 dwelling units.
- For a townhouse, condominium, single family dwellings or similar complex having more than 60 units with individual services and meters.
- For a subdivision servicing more than 60 units.
- At the discretion of the Township Engineer within new subdivision developments

10.5.7 Location

The service pipe must be installed at right angles to the main and in a straight line from the main to the meter. The standard single unit residential or subdivision service stub will be normally located as per the standard servicing locations.

A private main to a complex of structures shall be located to serve all structures in the complex with the least number of bends possible.



Services off a private main are subject to the same requirements as services off a main.

The Developer should ensure that services and private mains are located so that "berm" or "mound" type landscaping will not cause excessive cover over pipes.

Any deviations to service stub locations must be approved by the Township Engineer.

All locations and elevations of the water services shall be recorded on an individual Building Services Report for each property and submitted to the Infrastructure and Development

Services Department along with As-built Drawings for the project, whether part of a reconstruction project or new development.

10.5.8 Non-Conforming Installation

If a service stub, a service or a private main is installed or extended that is not in accordance with these specifications or with the service drawing approved by the Township, such installation will be required to be removed and relocated to conform to the specifications or approved drawings.

All relocation work required shall be at the expense of the Developer or Contractor.

10.5.9 Fire Services

10.5.9.1 Fire Service Design

The determination of fire service requirements and the sizing of supply piping shall be the responsibility of the Designer. If a domestic service is combined with a fire supply service, the Designer is responsible to ensure that the supply pipe is large enough to carry the combined demand. The design and installation of sprinkler and standpipe systems and their supply services shall conform to the requirements of the Ontario Building Code, the Township Design Guidelines Manual, and the Fire Code and must be approved by the Township.

The designer shall obtain information from the Township Engineer regarding flows and pressures available for fire systems. If the flows and pressures required are in excess of the minimum design standards given in this manual and in excess of the actual capacity of the system, the Developer shall install booster pumps and/or storage to satisfy the required demand.

10.5.9.2 Fire Service Layout

Layout and installation of fire services to the structure including required valves and hydrants must be approved by the Township Engineer and the Township Fire Department. This requires a submission of plans as specified in Section 3.

A domestic sprinkler or standpipe service may each be installed as a separate service from the main. Sprinkler and standpipe services may be combined, or a domestic service may be combined with either or both, but the Developer is advised to obtain the approval of his Insurance Underwriter before combining them.

If combined, the domestic service can be connected to the fire service inside the building provided the complete system is designed as specified in this Section. If not combined, the domestic service must be installed separately from the main or private main.

All fire protection systems must have a backflow prevention device conforming to the Ontario Building Code, as amended. They must be ULC approved alarm check valves or ULC approved resilient seat check valves installed immediately downstream from its connection with the domestic service or immediately inside the building if the fire

service is not combined with the domestic service. Fire services are not metered with the exception of a sprinkler system in individually metered dwelling units.

10.5.10 Service to Blocks in Subdivisions

Where service stub size and/or location for any block cannot be determined prior to street construction, the Township Engineer will not approve installation of the service stub. The following policy administered by the Township Engineer will apply and the cost will be paid by the Developer of the block serviced. Where any water service connection is required to be made following construction of curb, gutter, concrete sidewalk and/or wearing surface coat of asphalt on any street in the new subdivision, such water service connection shall not be made using open cut methods but shall be made using drilling or boring techniques and in such a manner as to eliminate the possibility of settlement of such curb, gutter, concrete sidewalk or wearing surface coat of asphalt; it being understood that this policy shall apply except where, in the opinion of the Township Engineer, ground conditions are such that the use of drilling and boring methods become unreasonable or uneconomical.

For all water servicing on blocks in a subdivision, quality control is required until the service is connected to the future use. Automatic flushers are the preferred use if the water service is planned to be connected and the developers engineer will need to submit water quality report detailing the time requirement for flushing this service.

10.5.11 Backflow Prevention on Commercial/Industrial Services

New residential, commercial or industrial services must have a backflow prevention device conforming to the Ontario Building Code as amended.

**10.5.12 Service and Private Main Valves**

Services shall be located such that curb stops are not located in driveways. Main valves shall not be located in driveway entrances.

On services of 50mm diameter and smaller, a main or corporation stop shall be installed at the main and a curb stop shall be installed on the property line.

On services of 100mm diameter and larger where the main cannot be closed off for the service connection, a tapping sleeve and valve will be required at the main. Where the main can be closed off and a tee cut into it, or where a new main is being installed, an approved valve shall be installed on the property line.

Approved valves shall be installed on looped private mains to isolate buildings or groups of buildings so that no more than sixty (60) individual services are on any one valved section. The Developer shall install a valve on the street main between connections to a looped private main if there is no existing valve.

All service valves shall be installed with approved valve boxes. Curb stops shall be installed with approved valve boxes and operating rods. 38 mm or larger water services shall have a 50 mm square operating nut and 130 mm diameter screw type service box with "Bubba Base" and shall have a rod extension (as per Township supplemental specifications).

10.5.13 Meters

All domestic services must be metered. Fire services are not metered except sprinkler systems in individually metered dwelling units. The meter shall be installed immediately inside the first external wall (excluding cold storage rooms) at the point of service entry into the building. Any variation from this location must be approved in writing by the Township Engineer.

The Developer shall provide sufficient space for installation and maintenance of the meter. The Township's staff will supply and install the meter. The meter must be accessible for reading and maintenance and must be protected from freezing and other damage. The meter or piping shall not be installed above or below any electrical panel and no closer than one-meter horizontal distance. Meter pits are required where the meter is required to be more than 40m from the road allowance.



11 DEVELOPMENT GRADING

11.1 General

All development shall be graded in accordance with the following specifications. General and individual lot grading plans shall be prepared by a Professional Engineer and approved by the Township.

11.2 Lot Grading Details

The following minimum design details are to be considered during the lot grading design:

- Yard surfaces shall have a minimum 2% grade
- Drainage flows shall be directed away from houses
- Desirable drainage swale depth is to be 225mm and the maximum depth will be variable but dependent on location and design. Permitted minimum depth is 150mm
- Maximum distance from rear lot line to center of a swale is 1.5m
- Swales shall have a minimum grade of 1%, a 100mm diameter perforated subdrain shall be incorporated where swales have a gradient less than 1.5%.
- The maximum flow allowable in a side yard swale shall be that of four backyards
- The maximum length of a rear yard swale is 100m, out letting to a rear yard catch basin
- The maximum area contributing to the rear yard swale is 0.5 hectares
- No front yard catch basins are allowed
- Show flow arrows for direction of flow in swales and show at least one arrow at the rear of each lot
- Driveways:
 - Desirable grades: 2-4%
 - Maximum grade: 8%
- Maximum slope between houses in new development shall be 3:1



- Retaining walls are not to be used in new development. Unless explicitly permitted after review by the Township.
- Grading design shall be completed balancing cut/fill to minimize excess/imported material.

11.3 Boulevard Grading

All boulevard grading between the curb and property line shall be between 2-4%.

11.4 Area Grading

The development area grading shall have a self-contained grading design and a major/minor overland flow direction to a maximum depth of 300mm on the road and 450mm off the roadway, and acceptable public outlet.



12 SEDIMENT AND EROSION CONTROL

12.1 General

All sediment and erosion measures shall be installed prior to any construction taking place. The sediment and erosion control measures need to be continually monitored throughout construction and following rain events.

Sediment and erosion drawings shall be located on a separate drawing. All sediment and erosion control measures and notes shall follow the Erosion and Sediment Control Guide For Urban Construction prepared by the Toronto and Region Conservation Authority.

The following sediment control measures are to be shown on development and construction drawings that detail the sediment and erosion control measures.

Please note that the following sediment control measures are examples only and may vary to suit the individual development and project:

- Minimize disturbed area during construction
- Protect exposed surfaces using geotextile, riprap, hydro seed, etc.
- Control runoff during construction
- All erosion control measures are to be in place before starting construction and remain in place until restoration is complete
- All catchbasins are to use silt sacks to prevent debris from entering the storm sewer system
- Straw bale flow check dams (OPSD 219.180) installed along drainage routes and Fibre roll flow check dams (OPSD 219.191) are to be installed at all low areas
- Light duty silt fence barrier (OPSD 219.110) to be used in areas upstream of project area or development and heavy-duty silt fence barrier (OPSD 219.130) and fibre roll grade breaks (OPSD 219.160) are to be used in areas downstream of project area or development, near watercourses, around stockpiles and near woodlots
- All collected sediment required to be disposed of off-site, must be at an approved location.



- All catchbasin sumps are to be clean during construction and identified for regular maintenance
- Stockpile locations shall be shown on the erosion and sediment control plans, located away from existing development. Stockpiles that remain in a location for longer than 12 months shall be seeded with perennial grass or seeded annually with an annual oat or rye crop to control weeds.

13 PARKS, OPEN SPACE AND LANDSCAPING

13.1 General

When parkland dedication is required pursuant to the Planning Act or the Development Agreement, the areas so designated shall be identified on the development plans with sufficient details, notes and typical sections as may be required to identify lot grading, drainage, landscaping, access and other details as required.

With subdivision and site plans, the Township desired to facilitate connections between pedestrian pathways along storm water management easements and near storm water management facilities. Accessible multi-use pathways, sidewalks and other pedestrian connections should be created to promote and accent adjacent natural areas within the new development.

All plantings shall be completed in accordance with the Township of Southwold's Planting Guidelines which can be found on the Township's website on the [Consultant Resources](#) page.

13.2 Site Clearing

No topsoil shall be removed from the site. The parkland and open space areas shall be fenced or otherwise made secure during land development and house construction activities to prohibit the removal of topsoil and dumping of debris and unauthorized fill. Parkland sites shall be cleared of all refuse, structures, vehicles, non-organically occurring materials, invasive weeds and plants. Preservation of trees in accordance with the tree preservation study and plans.

13.3 Site Drainage

Park drainage plans shall be submitted to the Township at the same time as the servicing drawings and shall meet the following minimum standards.

- Drainage of parkland dedications shall be self-contained such that areas drain to channels or swales which outlet to catch basins and storm sewers or other suitable outlet, so that park drainage does not affect other properties.
- Swales should be gently sloping rather than steep ditching. The minimum grade for swales in Parks is 1.5% and the maximum side slope permitted is 4:1
- Maximum depth to bottom of swale shall be 1.0m and the minimum depth of

swale is 150mm

- Swales or open ditching shall not cross the entrance of the park

13.4 Site Grading

Park grading plans shall be submitted at same time as the servicing drawings and shall meet the following minimum standards:

- The minimum grade in grassed areas shall be 2%. However, areas to be developed for soccer fields or baseball facilities may have grades less than 2%. Subsurface drainage will be required
- All lands must be satisfactorily graded before the lands will be accepted by the Township for park purposes.
- Grading or natural contours which result in undrained areas are not acceptable. If overland drainage cannot be provided, catch basins and storm pipes will be required.
- The developer shall do all rough grading and filling where required under all landscaped areas, to establish the sub-grade parallel to the finished grades indicated on the grading plans, to allow sufficient topsoil depth. All soft and unstable areas below sub-grade, shall be excavated and filled with compacted select fill material
- All areas shall have uniform slopes between points for which finished grades are indicated on the plans or between such points and existing grades. Grades shall be smoothly rounded at top and toe of slope
- Sub-grade shall be scarified to minimum depth of 75mm to produce an even, loose textured surface free of all stones, roots, branches, etc. larger than 50mm in diameter
- Topsoil shall be loose textured and free of all stones, roots, branches, etc. larger than 50mm in diameter

13.5 Topsoil Requirements

Topsoil shall be a fertile, natural loam, capable of sustaining healthy growth, containing organic matter for clay loams and organic matter for sandy loam.

Topsoil shall be loose and friable, free of subsoil, clay lumps, stones, roots or any other deleterious material greater than 25mm diameter. Topsoil shall be free of all litter and toxic materials that may be harmful to plant growth. Topsoil containing sod clumps, crabgrass, couch grass or other noxious weeds is not acceptable. Topsoil shall not be delivered or placed in a frozen or excessively wet condition.

Where necessary and at the discretion of the Township of Southwold, the Owner shall be required to provide topsoil test recommendations to the Township confirming topsoil type (i.e. percentage of sand, clay and organic content), macro and micronutrient content and pH levels. The Owner shall ensure fertilizers and soil amendments are incorporated into the topsoil in accordance with topsoil test recommendations.

13.6 Landscaping and Tree Planting Plans

Landscaping plans are required for subdivision plans and site plan control applications, exemption to this requirement must be requested of and provided by the Township.

Tree planting plans for the boulevard trees are required for subdivision development applications. At a minimum one tree per street facing lot and two trees per corner lot are to be planted on Township property. Trees shall be of native species, meaning indigenous to Ontario, and have a minimum caliper of 35mm. Consideration of native tree species that benefit pollinators in the tree planting plan is encouraged. Use of coniferous trees within the road allowance is prohibited unless written permission is obtained from the Township.

All landscape and tree planting and preservation plans are to be completed by an Ontario Registered Professional Forester or a member of the Ontario Association of Landscape Architects in good standing, and in accordance with the Township of Southwold Planting Guidelines.

13.7 Roundabout/Cul-de-Sac Landscaping

Central islands are to be hard surfaced with stamped concrete for minimal maintenance.



13.8 Stormwater Management Facility Landscaping

All landscaping of the stormwater management facility shall be supplied and installed by the developer in accordance with the approved landscaping plan. Trees, shrubs, ground cover and aquatic plants are to be native species and are to be required as part of a minimal maintenance landscape design.

Any lands conveyed to the Township are to be complete with topsoil with organic material and seed. Seeding all exposed soil surfaces as soon as grading is complete. Seed used in stormwater management facilities shall be as per the Township's Planting Guideline or approved equivalent. Seed shall be hydraulically applied with a bonded fibre matrix and nurse crop of annual rye or oats as per supplier recommendations.

In addition to the above, slopes and a 1.5-meter buffer shall be planted with select native trees and plantings to aid in the establishment of a stable vegetated slope. At a minimum rate of 1 tree/planting per 50 square metres.

13.9 Open Spaces/Parks Landscaping

In passive areas of open spaces and parks, consideration shall be given to planting native wildflowers, meeting the Township's Planting Guidelines, along proposed fence lines and walking paths. The planting area(s) shall be of sufficient depth and length to support pollinator activity. Planted areas along proposed paths shall feature a 1.2m grass buffer strip from the edge of the path to the wildflowers. The Township reserves the right to review and designate areas for wildflower plantings. Seeding of these areas shall be completed an approved native wildflower mix, installed as per supplier directions.

Parkland and Open Spaces shall be at a minimum landscaped with an approved turf seed mix. Areas bordered Natural Heritage features shall include a 3-metre buffer planted with a native wildflower and grass mix in accordance with Township Planting Guidelines.

13.10 Fencing

Fencing required under these guidelines, in the development agreement or as a condition of development shall be constructed prior to development/or construction on the subject property.



Fencing shall be shown on detailed design drawings and constructed in the following locations, as applicable:

- **Exclusionary Fencing:** A 1.6 m high black vinyl chain-link fence shall be installed between residential lots and adjacent naturalized areas (e.g., ravines, parks, or where a lot abuts a trail).
- **Lots Adjacent to Municipal or County Roadways:** Rear and side yards that abut a municipal or County road shall be enclosed with a 1.8 m high board-on-board fence, constructed using pressure-treated lumber and supported by 6" x 6" pressure-treated posts.
- **Lots Adjacent to MTO Highways or Active Railways:** A sound-attenuating barrier shall be installed, designed by a qualified acoustical engineer, and subject to approval by the Township.
- **Fencing Between New and Existing Residential Properties:** Where new development abuts existing residential properties, a 1.8 m high board-on-board fence shall be constructed along shared rear and side yard boundaries. The fence shall be made of pressure-treated lumber and supported by 6" x 6" pressure-treated posts.

14 STREET LIGHTING

14.1 General

This section describes the standards to be followed for the design of street lighting in the Township of Southwold and is to be used in conjunction with IESNA RP-8-14 Standard Practice for Roadway Lighting and the TAC Guide for Design of Roadway Lighting.

The classification of roadways and their recommended luminance light levels are as per IESNA RP-8-14 and TAC 2006 Guide for the Design of Roadway Lighting.

Recommendations given herein are to be used for the specific cross section of road layout shown. Variations in cross section, road layout or pedestrian conflict levels must be dealt with on an individual design basis and a specific lighting design, and associated calculations submitted to the Township for review.

All street lighting design and construction is subject to ESA inspection and approval. All materials used for street lighting in the Township of Southwold must meet CSA specifications.

Energy efficient luminaires (i.e. LED lighting) shall be used in all new developments and roadway installations.

14.2 Township Lighting Policy

It is the policy of the Township that all street and sidewalk lighting design shall be based on ANSI / IESNA RP-8-14 as referred to above.

All lighting designs must be submitted to the Township for review with the necessary back-up material as required. Shop drawings, lighting design data, cross sections, etc. must be provided. Where the City's standards are not applicable, the designer shall submit the appropriate road cross section(s), the proposed road and pedestrian conflict classifications and lighting levels to the City for review. No design shall proceed without the Township's approval of the road and pedestrian conflict classifications.

In an effort to reduce light pollution, the Township requires that street lighting be designed and constructed to limit the amount of light directed towards the sky. This includes limiting both the amount of light used in an area and limiting uplight from luminaires. Since the impact of lighting differs in relative terms depending on the



surrounding area, "Lighting Zones" have been developed describing different ambient lighting conditions. The appropriate lighting level restrictions for each "Lighting Zone" are being finalized by IES. Refer to IES RP-33 Outdoor Environmental Lighting.

14.3 Pavement Classification

In general, the pavement classification to be used in luminance calculations shall be R3 which represents the average asphalt roadway surface in Ontario. Refer to Section 2.3 of RP-8-14.

14.4 Lighting Design

A photometric plan for exterior lighting shall be prepared by an electrical designer with engineering stamp submitted to the Township for review. Only external works require photometric plans. For site plans and subdivisions, the Township will require a letter from the electrical engineer stating that the proposed lighting design meets the Township's requirements.

14.5 Light Trespass

In general, the Township policy is that exterior lighting systems shall be designed such that the vertical illuminance level at property lines within the municipal right-of-way does not exceed a maximum of 3.0 lux for residential and 15 lux for dense urban developments (downtown/commercial) at a height of 1.5m above finished grade along the property line. If this level cannot be achieved approval must be obtained from the Township for a variation.

14.6 Material Specifications

14.6.1 New Development

All new developments shall use either Energy Efficient type Cobrahead or decorative style luminaires that are dark sky compliant subject to approval by the Township. All submissions to the Township must have photometric calculations submitted along with approval drawings for external works, and a letter from electrical engineer stating internal design meets Township design requirements.

Developers may submit an alternative decorative style luminaire to the Township for approval to be used throughout a new development. Alternative decorative luminaires need to meet all lighting criteria as described in this section prior to acceptance by the

Township. Developer must present a few luminaire alternatives if they are considering an alternative decorative luminaire LED Luminaire Specifications

The luminaire shall be of type designed for arm or pedant mount. The luminaire shall be cUL or CSA listed, have an IP 66 classified enclosure, and pass 3G vibration test. The enclosure shall be cast aluminum with integral weather tight LED driver compartments and high-performance heat sinks specifically designed for LED lighting applications.

The luminaire shall be of sufficient wattage to meet the minimum applicable requirements needed to meet RP-8-14, equipped with a built-in power driver, and shall be designed for operation on a 120-volt, 60 Hz, and shall operate normally in temperatures from -20 degrees Celsius to 50 degrees Celsius. The correlated color temperature (CCT) shall be 3000K. The Minimum Color Rendering Index (CRI) shall be 65. System efficacy must be no less than 70 lm/W.

All equipment shall be as specified herein or approved equal.

The luminaire shall contain a surge protection device (SPD) to protect all electrical components from harmful line transient voltage surges as a result of utility line switching, lightning strikes, or other electrical supply system disturbances. The SPD shall meet a 6kV, 3kA surge level and meet application and testing requirements as per ANSI/IEEE C.62.41.2 for Category C-Low operation and ANSI/IEEE C62.45. The SPD shall be mounted such that it is easily accessible and replaceable.

14.6.2 Photo-Electric Controllers

Photo-electric controllers shall be electronic twist lock photo controllers with:

- A filtered (human eye spectral response) silicon light sensor with infrared blocking filter
- MOV surge protection
- Rated for 120 volts
- Load rating: 1000 watts, 1800vA ballast
- Turn on level at 16 lux and turn off at 1.5 times turn on
- Operating temperature range from -40oC to 70oC

Photo-electric controllers must be manufactured using non-hazardous materials. All photo- electrical controllers must meet CSA specifications and are subject to ESA inspection and approval.

14.6.3 Guarantee

The Supplier shall guarantee the entire luminaire against defects of materials and parts, workmanship, and failure to operate properly in service for a period of ten (10) years after date of final delivery or ten (10) years after being placed in service, whichever occurs first. Guarantee shall cover operation of luminaire, luminaire shall be considered defective if any part of the luminaire fail, power driver is not performing correctly, lighting output has decreased by 30% of the initial delivered lumens, or lighting color has changed to outside the specified range.

Upon luminaire failure within the guaranteed term, the warranty shall include for complete luminaire replacement (exclusive of labour to remove and re-install) from the manufacturer. Individual component replacements in the field by the supplier (or their agents) will not be permitted.

14.6.4 Identification of Wattage and Labeling

On the housing of the luminaire there shall be an identification means permanently attached to allow for identification of the wattage. The means shall be visible to an observer standing at street level under the installed luminaire and shall be subject to approval at the time the sample is submitted. Identification means shall consist of a black number on a gold-colored square.

A label shall be included inside the luminaire. It shall have light output lumens, watts, lumens/watt (Efficacy), color rendering index (CRI), correlated color temperature (CCT) and IESNA LM-79-2008.

14.6.5 Shop Drawing Submission

The following information is to be submitted as part of the shop drawing approval package:

- Nominal line voltage
- Luminaire wattage
- Lamp type and ANSI designation
- Ballast type
- Optical system
- ANSI/IES luminaire classification and distribution type
- Photometric curve or test report number
- Shielding options
- Luminaire shop drawings with options supplied clearly shown
- Photometric calculations for roadway luminaires are to be installed

14.7 Poles

New luminaires are to be placed on existing poles wherever possible. Where no suitable existing pole is available, a new pole compatible with existing poles is to be installed.

For (urban) roadways with barrier curbs having 60 km/hr or less design speed, light poles shall be located a minimum of 1.0 meter behind the back of the curb.

For (rural) roadways (that is, with no curbs) with a design speed of 60km/hr or less the minimum pole setback shall be 3.0 m minimum subject to the guiding principles outlined below.

For rural roadways, poles shall be located behind the ditch on the same side of the street, preferably at common lot lines. Due to the variability that may occur in rural subdivision design, the location of the poles may vary between developments, and will need to follow clear zone requirements in the MTO roadside safety manual. However, the guiding principles for the pole location shall be;

- No closer than 1.0 m to the property line (frontage)



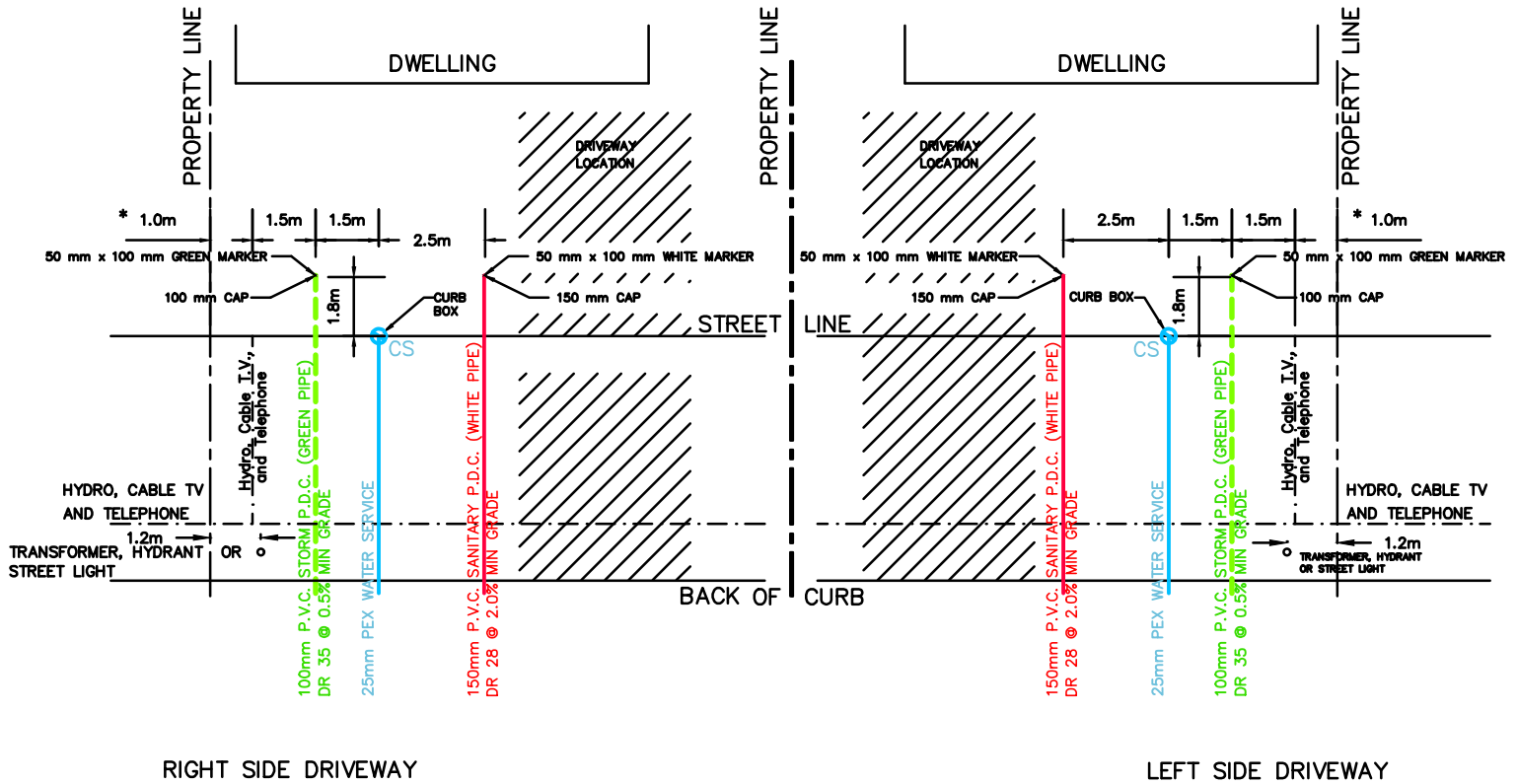
- In a consistent offset from the property line for each street
- A minimum of 1.0 m behind the top of the ditch
- At a location where the luminaire height is within the manufacturers and/or utility guidelines

For all roadways with design speeds greater than 60 km/hr, pole offsets shall be in accordance with TAC guidelines for clear zone requirements based on roadway design speed.

Light poles shall be located minimum 5 metres offset from large shade trees and minimum 3 metres offset from small ornamental trees.

The recommended light pole heights above ground are provided in the following table.

Roadway Classification	Lanes	Median	Pole Height
Local	2	N/A	7.5 m
Collector	2	N/A	9.1m
Arterial	2	N/A	9.1m



NOTES:

1. MINIMUM DEPTH OF SANITARY PDC AT PROPERTY LINE SHALL BE 2.4 m
2. MINIMUM DEPTH OF STORM PDC AT PROPERTY LINE SHALL BE 1.5m
3. PLACE SAND BACKFILL WITHIN 2m OF TRANSFORMERS ON STORM PDC'S
4. EXTEND STORM PDC'S 2m ON LOTS WHICH WILL HAVE UTILITY PEDESTALS
5. ANY SERVICES UNDER DRIVEWAY SHALL BE SAND BACKFILL
6. LOCATION OF TREES SHALL BE IN ACCORDANCE WITH THE STANDARD CROSS SECTIONS, AND PLANTED AS PER STANDARD DRAWING L-01 OF THE ELGIN COUNTY STANDARD CONTRACT DOCUMENTS - SUPPLEMENTAL SPECIFICATIONS
7. STORM AND SANITARY PRIVATE DRAIN CONNECTIONS TO EXTEND 1.8 m BEYOND STREET PROPERTY LINE. * INCREASE THIS DIMENSION TO 4.0 m ON CORNER LOTS

NOT TO SCALE
ALL DIMENSIONS IN MILLIMETERS UNLESS OTHERWISE NOTED

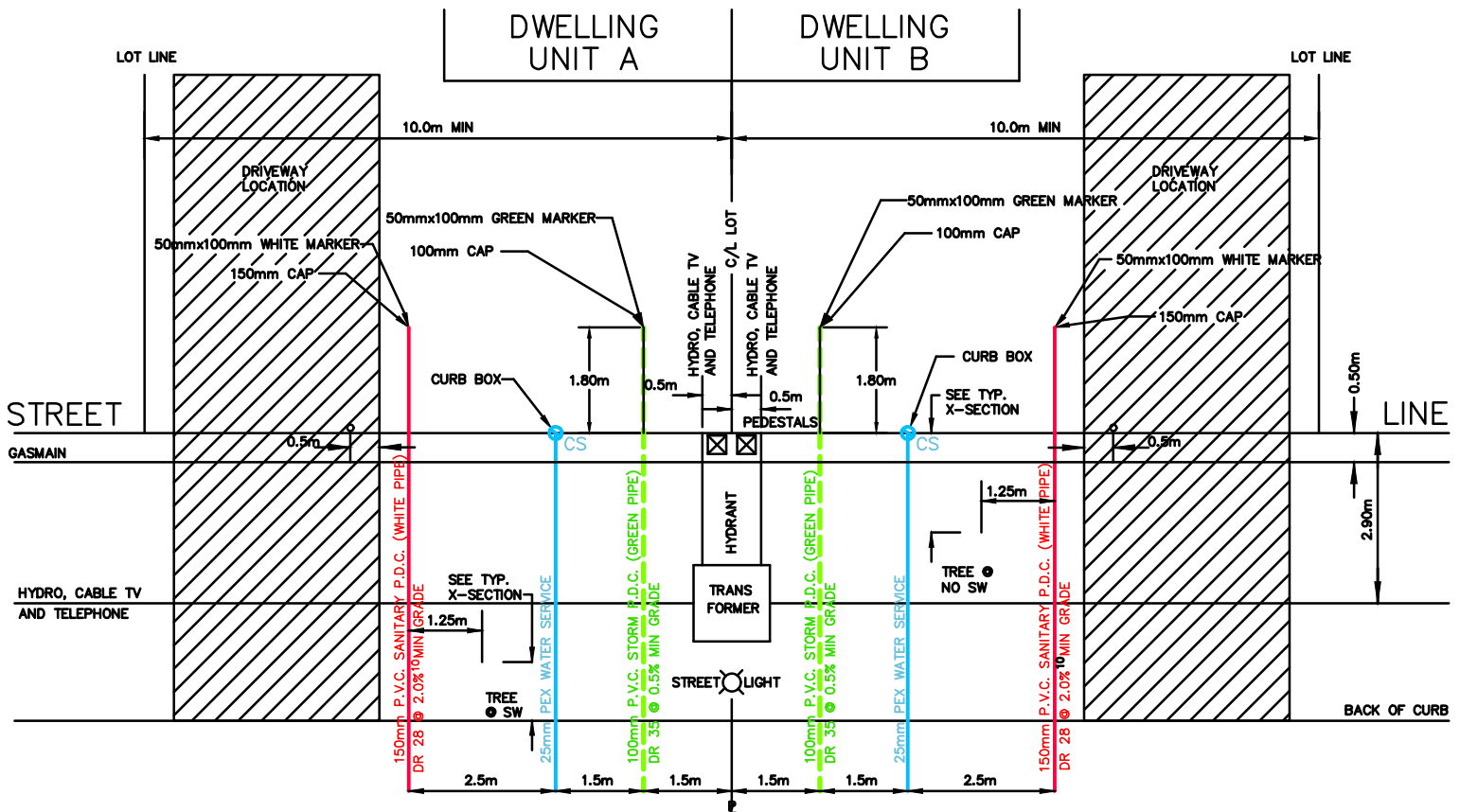
TOWNSHIP OF SOUTHWOLD STANDARD DRAWING

SERVICING LAYOUT SINGLE LOT

REVISION DATE: JULY, 2025

DRAWING #:

D-01



NOTES:

1. MINIMUM DEPTH OF SANITARY PDC AT PROPERTY LINE SHALL BE 2.4 m
2. MINIMUM DEPTH OF STORM PDC AT PROPERTY LINE SHALL BE 1.5m
3. 4-PLEX LAYOUT SHALL BE THE SAME AS SINGLE LOT EXCEPT, WATER SERVICE SHALL INCREASE TO 38 mm
4. PLACE SAND BACKFILL WITHIN 2m OF TRANSFORMERS ON STORM PDC'S
5. EXTEND STORM PDC'S 2m ON LOTS WHICH HAVE UTILITY PEDESTALS
6. LOCATION OF TREES SHALL BE IN ACCORDANCE WITH THE STANDARD CROSS SECTIONS, AND PLANTED AS PER STANDARD DRAWING L-01 OF THE ELGIN COUNTY STANDARD CONTRACT DOCUMENTS - SUPPLEMENTAL SPECIFICATIONS

NOT TO SCALE
ALL DIMENSIONS IN MILLIMETERS UNLESS OTHERWISE NOTED

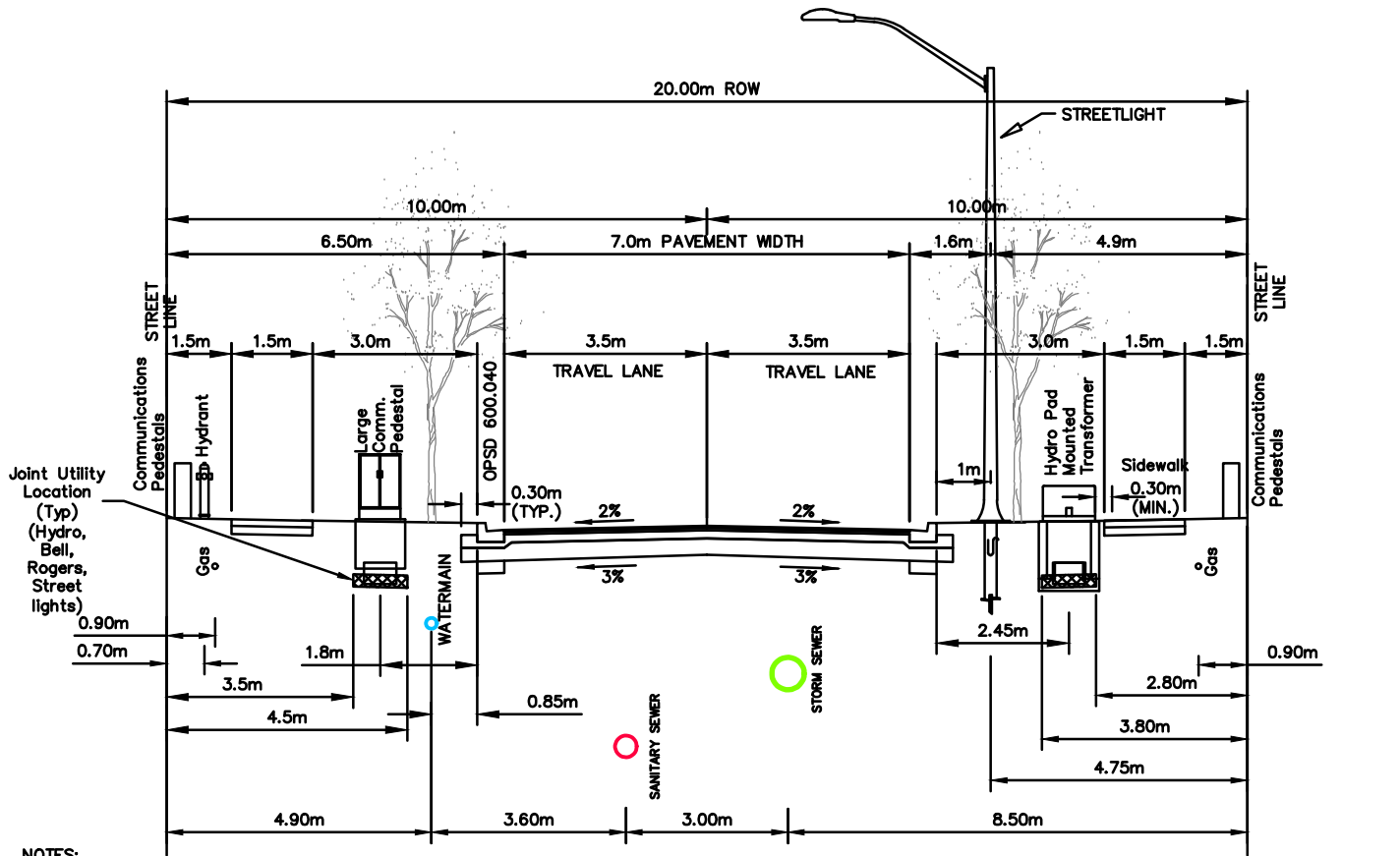
TOWNSHIP OF SOUTHWOLD STANDARD DRAWING

SERVICING LAYOUT SEMI-DETACHED LOT

REVISION DATE: JULY, 2025

DRAWING #:

D-02



NOTES:

1. LOCATION OF THE STREET PARKING SHALL BE NOTED ON ENGINEERING DRAWINGS.
2. SIDEWALK MAY BE INSTALLED IN FUTURE, IF REQUIRED FOR PEDESTRIAN CONNECTIVITY NEEDS.
3. THE PAVEMENT STRUCTURE IDENTIFIED ARE MINIMUM REQUIREMENTS. ACTUAL PAVEMENT STRUCTURE TO BE RECOMMENDED BY A QUALIFIED GEOTECHNICAL CONSULTANT.
4. BASE ASPHALT THICKNESS MAY BE INCREASED TO 80mm HL8 DEPENDING ON SUBSEQUENT SUBDIVISION PHASING.

MINIMUM PAVEMENT DESIGN

40mm	HL3
50mm	HL8
150mm	GRANULAR 'A'
300mm	GRANULAR 'B' (TYPE II GRADATION)

Utility	Min cover in Blvd	Min cover for Road crossing
Gas	0.9m	1.0m
Hydro	1.0m	1.0m
Comm.	0.75m	1.0m
Water	1.7m	1.7m
Storm	1.5m	1.5m
Sanitary	2.4m	3.0m

TYPICAL CROSS SECTION

NOT TO SCALE
ALL DIMENSIONS IN METERS UNLESS OTHERWISE NOTED

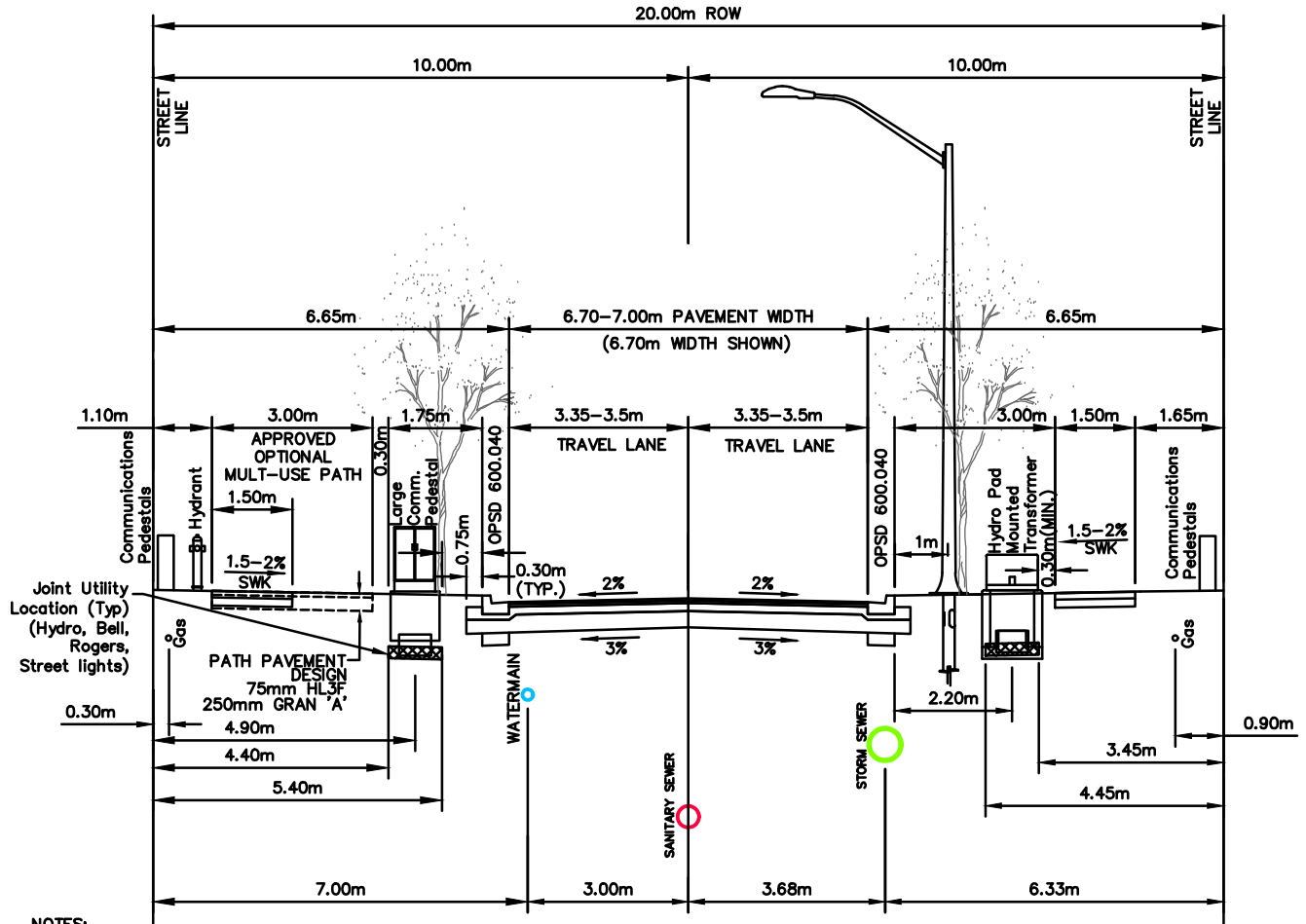
TOWNSHIP OF SOUTHWOLD STANDARD DRAWING

**URBAN LOCAL ROAD
CROSS-SECTION**

REVISION DATE: JULY, 2025

DRAWING #:

R-03



NOTES:

1. LOCATION OF THE STREET PARKING SHALL BE NOTED ON ENGINEERING DRAWINGS AND LIMITED TO ONE SIDE.
 2. SIDEWALK MAY BE INSTALLED IN FUTURE, IF REQUIRED FOR PEDESTRIAN CONNECTIVITY NEEDS.
 3. THE PAVEMENT STRUCTURE IDENTIFIED ARE MINIMUM REQUIREMENTS. ACTUAL PAVEMENT STRUCTURE TO BE RECOMMENDED BY A QUALIFIED GEOTECHNICAL CONSULTANT.
 4. BASE ASPHALT THICKNESS MAY BE INCREASED TO 80mm HL8 DEPENDING ON SUBSEQUENT SUBDIVISION PHASING
- THE DIRECTOR, AT THEIR DISCRETION, MAY EXERCISE THE OPTION FOR THE DEVELOPER TO INCORPORATE THE MULTI-USE PATH, TO PROMOTE ACTIVE TRANSPORTATION AND PROVIDE CONNECTIONS TO THE TOWNSHIP TRAIL NETWORK

Utility	Min cover in Blvd	Min cover for Road crossing
Gas	0.9m	1.0m
Hydro	1.0m	1.0m
Comm.	0.75m	1.0m
Water	1.7m	1.7m
Storm	1.5m	1.5m
Sanitary	2.4m	3.0m

MINIMUM ROAD PAVEMENT DESIGN	
40mm	HL3
50mm	HL8
150mm	GRANULAR 'A'
300mm	GRANULAR 'B' (TYPE II GRADATION)

TYPICAL CROSS SECTION WITH OPTIONAL PATH

NOT TO SCALE
ALL DIMENSIONS IN METERS UNLESS OTHERWISE NOTED

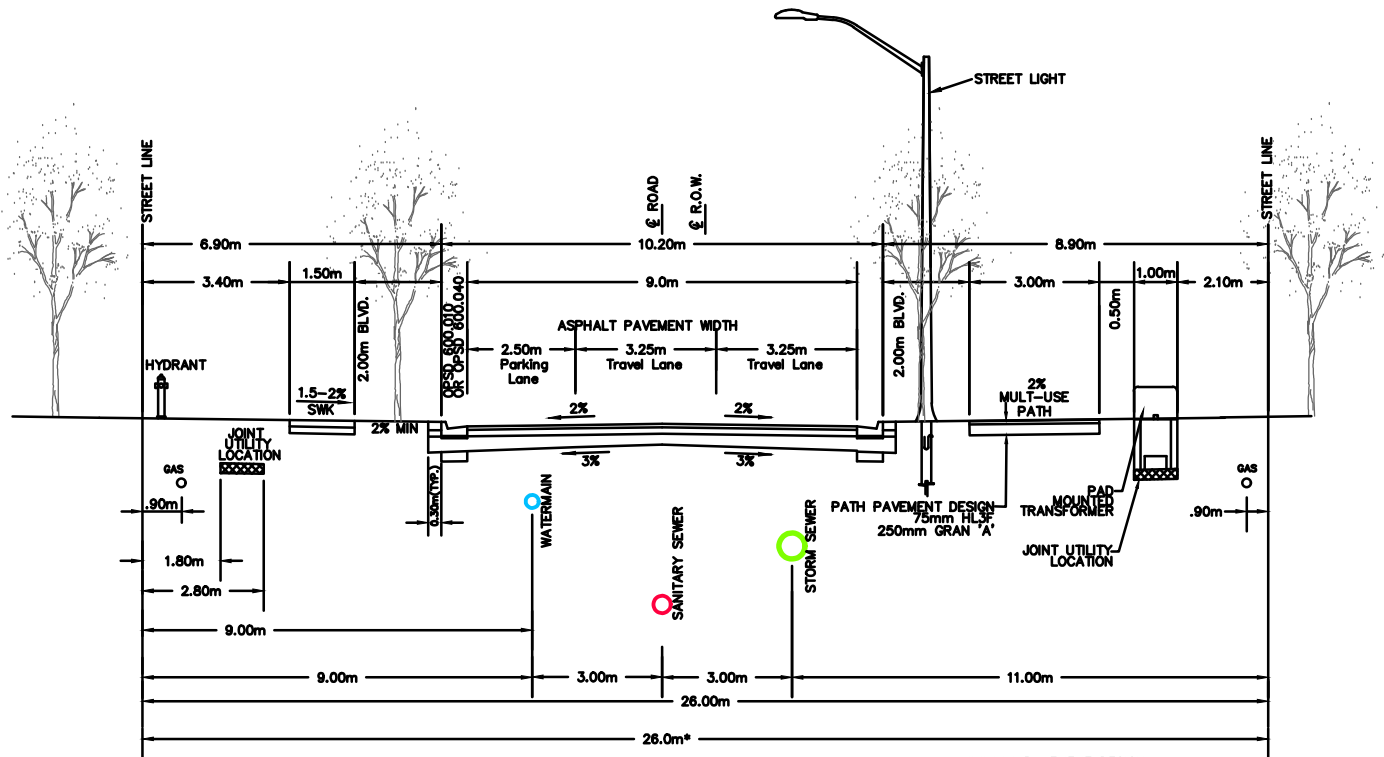
TOWNSHIP OF SOUTHWOLD STANDARD DRAWING

**URBAN LOCAL ROAD
CROSS-SECTION**

REVISION DATE: JULY, 2025

DRAWING #:

R-03B



NOTES:

1. STREET LIGHT, PRIMARY CABLES AND TRANSFORMERS TO BE ON OPPOSITE SIDE OF WATERMAIN.
2. SIDEWALK ON BOTH SIDES OF THE ROAD.
3. BASE ASPHALT THICKNESS MAY BE INCREASED TO 80mm HL3 DEPENDING ON SUBSEQUENT SUBDIVISION PHASING.
4. DURING SIDEWALK CONSTRUCTION, THE SIDEWALK FORMS ON THE JOINT UTILITY SIDE ARE TO BE HELD BY MEANS OTHER THAN STEEL STAKES.
5. THE URBAN COLLECTOR ROAD CROSS SECTION, SHALL BE USED WHERE A PROPOSED ROAD SERVES AS A CONNECTING LINK BETWEEN A COUNTY ROAD AND ONE OR MORE EXISTING, FUTURE OR POTENTIAL FUTURE DEVELOPMENTS.

MINIMUM PAVEMENT DESIGN	
40mm	HL3
80mm	HLB
150mm	GRANULAR 'A'
400mm	GRANULAR 'B' (TYPE II GRADATION)

TYPICAL CROSS SECTION

NOT TO SCALE
ALL DIMENSIONS IN METERS UNLESS OTHERWISE NOTED

TOWNSHIP OF SOUTHWOLD STANDARD DRAWING

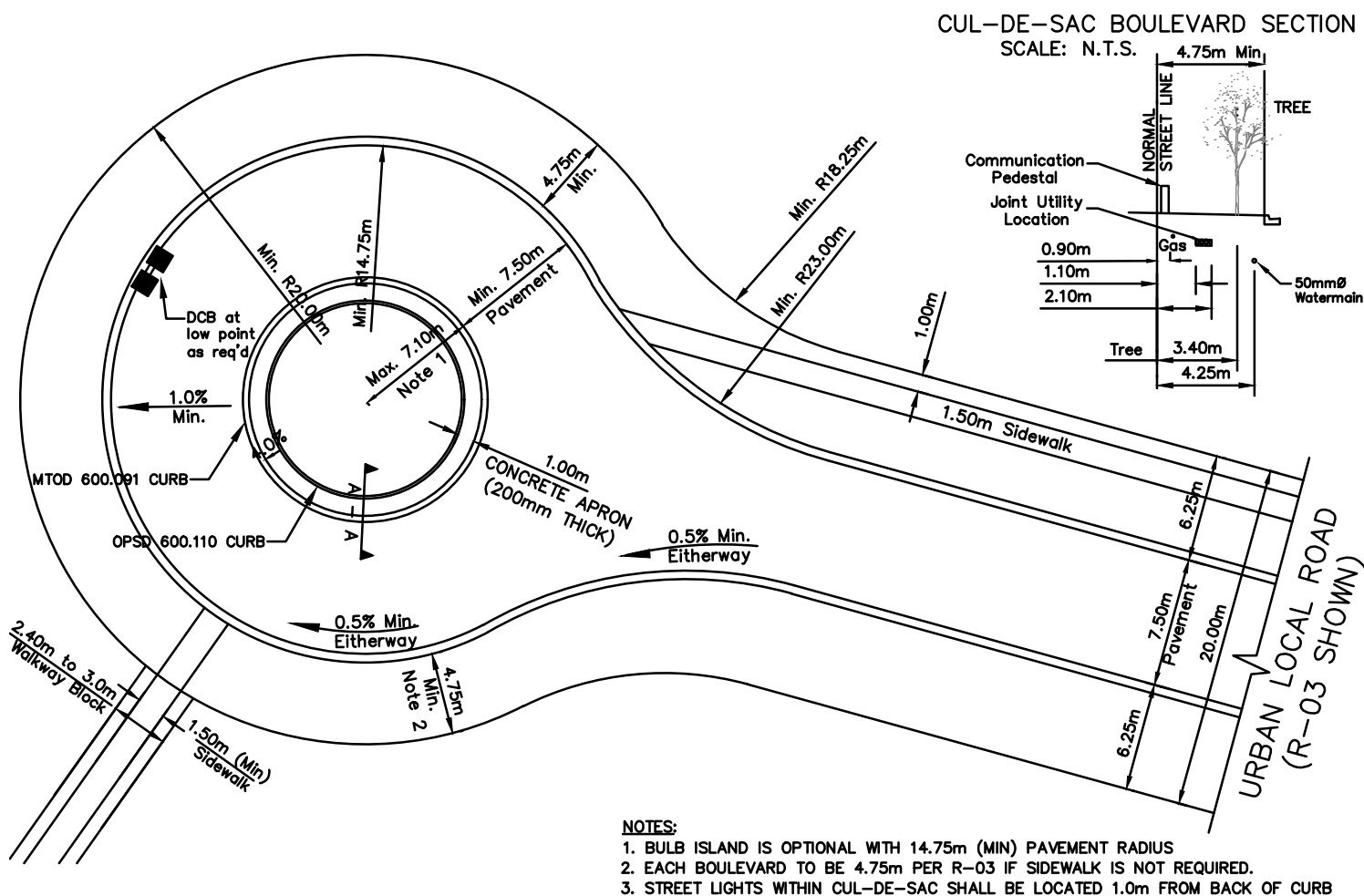
**URBAN COLLECTOR ROAD
CROSS-SECTION**

REVISION DATE: JULY, 2025

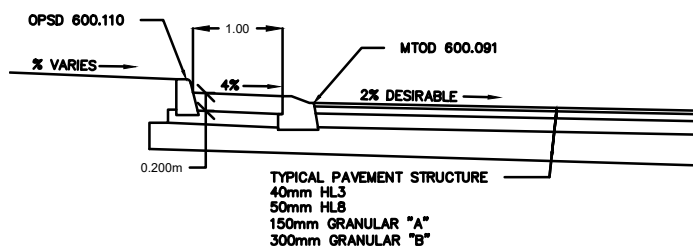
DRAWING #:

R-05

DESIGN GUIDELINES



SECTION A - A



NOT TO SCALE
ALL DIMENSIONS IN MILLIMETERS UNLESS OTHERWISE NOTED

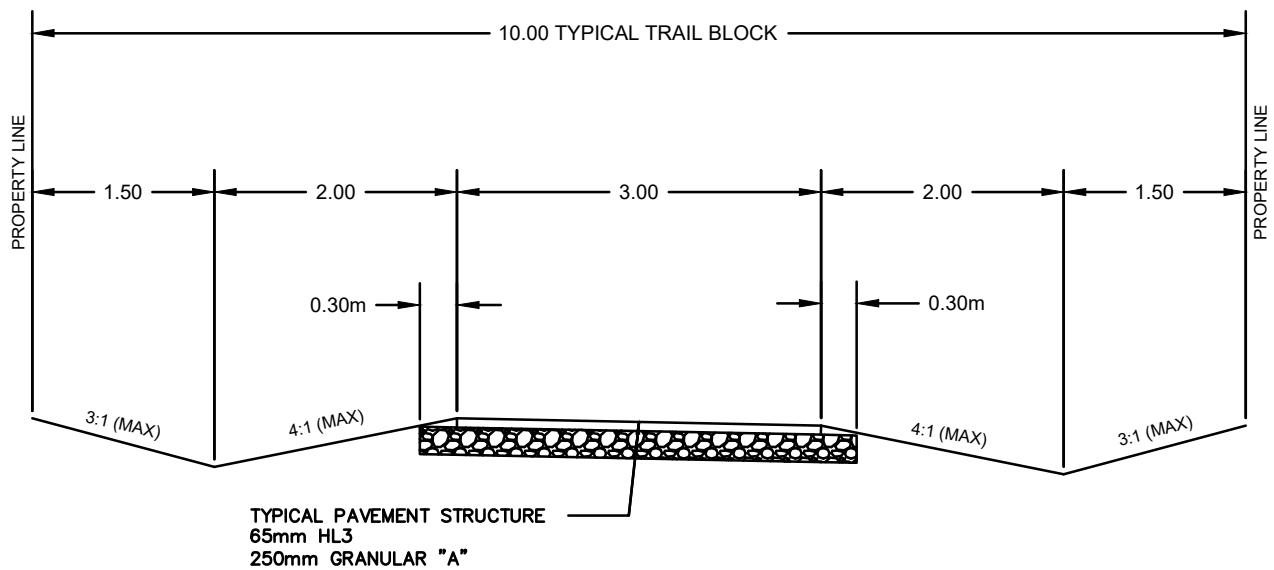
TOWNSHIP OF SOUTHWOLD STANDARD DRAWING

MINIMUM CUL-DE-SAC ON LOCAL ROAD

REVISION DATE: JULY, 2025

DRAWING #:

R-09



NOTES:

1. HARD SURFACE ROOT BARRIER, 60mm THICK, SHALL BE INSTALLED IN THE VICINITY OF ANY TREES
2. ALL DISTURBED AREAS SHALL BE RESTORED WITH 100mm TOPSOIL AND SOD OR HYDROSEED.
*OPTIONAL; NATIVE WILDFLOWER SEED MIX MAY BE UTILIZED IN LIEU OF HYDROSEED. WILDFLOWER SEED MIX SHALL BE AN APPROVED MIX FROM SOUTHWOLD PLANTING GUIDELINES

NOT TO SCALE
ALL DIMENSIONS IN MILLIMETERS UNLESS OTHERWISE NOTED

TOWNSHIP OF SOUTHWOLD STANDARD DRAWING

TYPICAL MULTI-USE TRAIL

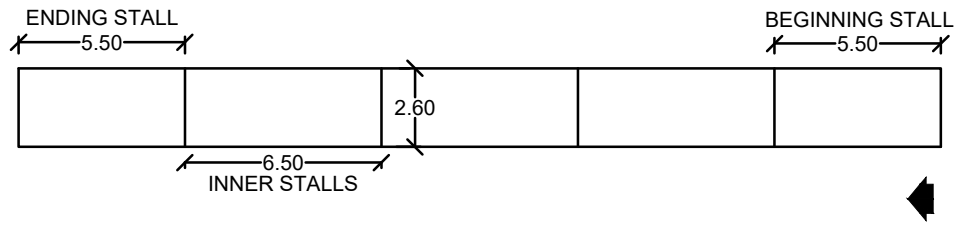
REVISION DATE: JULY, 2025

DRAWING #:

R-10

DESIGN GUIDELINES

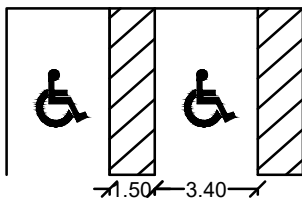
ON-STREET PARKING REQUIREMENTS



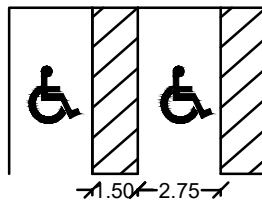
*NO PARKING IN FRONT OF OR WITHIN 1 METRE OF ANY LANE, DRIVEWAY OR ALLEY ENTRANCE

ACCESSIBLE PARKING REQUIREMENTS

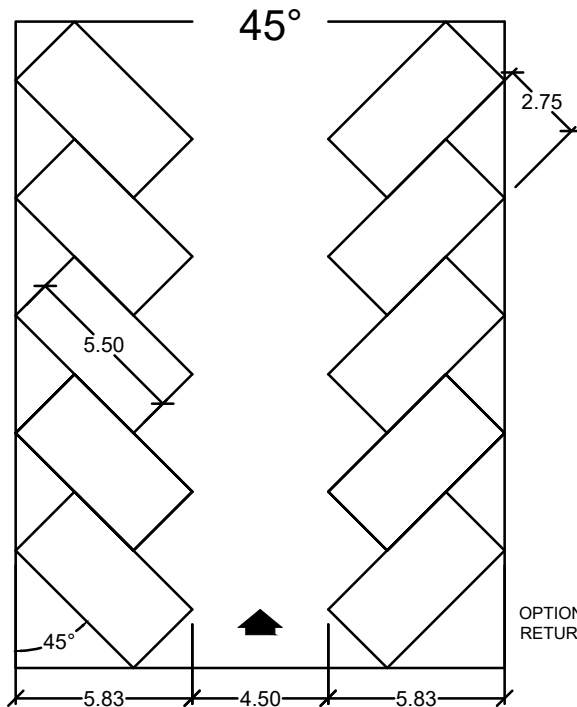
TYPE A - VAN ACCESSIBLE



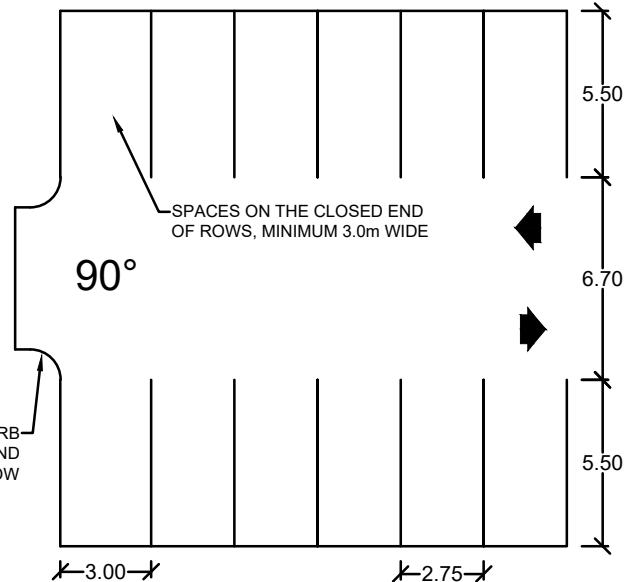
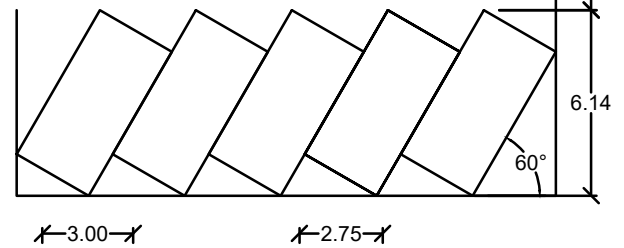
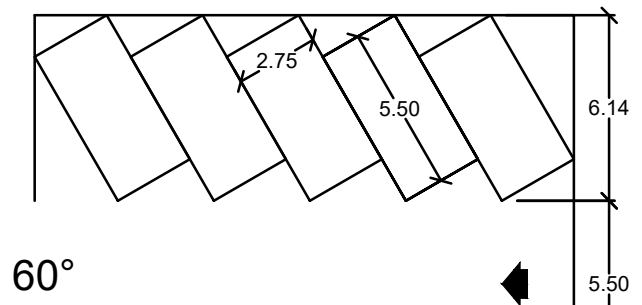
TYPE B - STANDARD



* REQUIRED SIGNING, NUMBER AND TYPE OF ACCESSIBLE SPACES SHALL BE AS PER APPLICABLE AODA, IASR AND O. REG. 191/11 OF THE INTEGRATED ACCESSIBILITY STANDARDS



NOTE: ALL DIMENSIONS PROVIDED ARE THE MINIMUMS REQUIRED



SCALE: 1:250

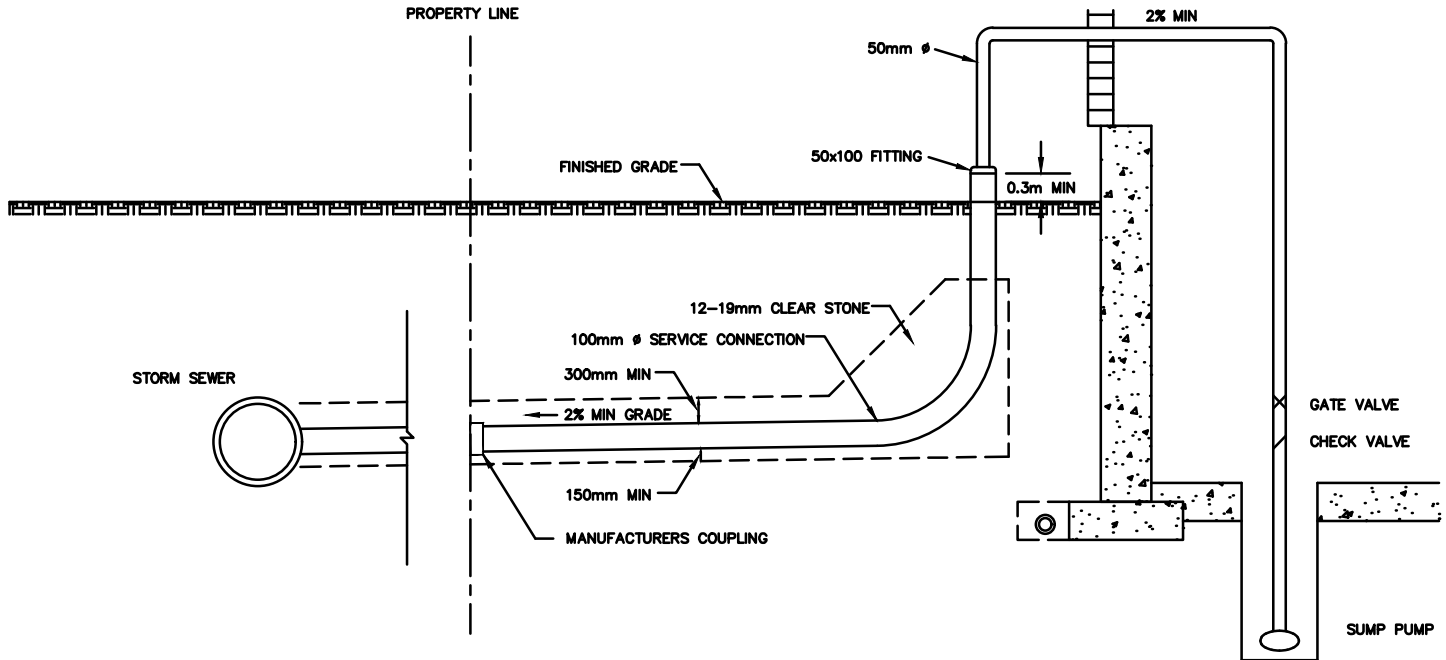
TOWNSHIP OF SOUTHWOLD STANDARD DRAWING

TYPICAL PARKING REQUIREMENTS

REVISION DATE: JULY, 2025

DRAWING #:

R-12



DRAIN CONTRACTOR

1. APPLY FOR INSPECTION PERMIT FROM BUILDING AND COMMUNITY SERVICES DEPARTMENT
2. INSTALL 100mm SERVICE CONNECTION PIPE TO GRADE COMPLETE WITH CAP
3. TO BE INSPECTED BY THE TOWNSHIP OF SOUTHWOLD PRIOR TO BACKFILLING FROM STREET TO PROPERTY LINE.
4. ALL PIPE SHALL BE BELL AND SPIGOT WITH APPROVED WATERTIGHT GASKETED JOINTS
5. MULTI-UNIT LOTS WILL HAVE 150 mm Ø PDC CONNECTIONS

PLUMBER

1. REMOVE CAP
2. INSTALL 50mm x 100mm FITTING (MULTI-UNIT WILL BE 50 X 150)
3. CONNECT TO SUMP PUMP
4. TO BE INSPECTED BY THE BUILDING INSPECTOR (519-769-2010)

NOT TO SCALE
ALL DIMENSIONS IN MILLIMETERS UNLESS OTHERWISE NOTED

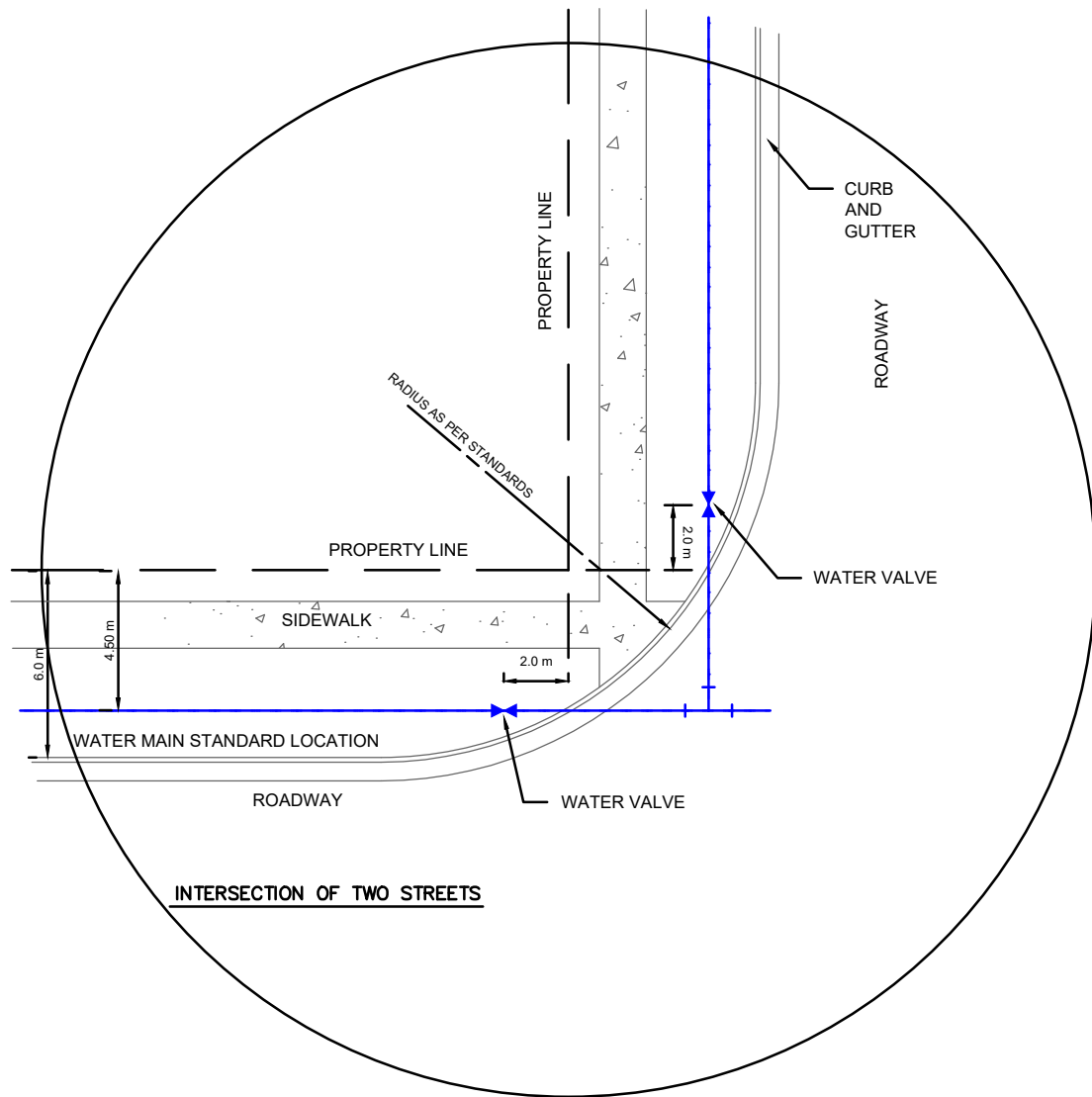
TOWNSHIP OF SOUTHWOLD STANDARD DRAWING

STORM SUMP DISCHARGE DETAIL

REVISION DATE: JULY, 2025

DRAWING #:

S-03



NOTE:

This standard may not apply for all road cross-sections. The objective is to prevent valves from being installed in the gutter. Where the intent of this detail cannot be met, the Township of Southwold will approve an alternative location.

NOT TO SCALE
ALL DIMENSIONS IN MILLIMETERS UNLESS OTHERWISE NOTED

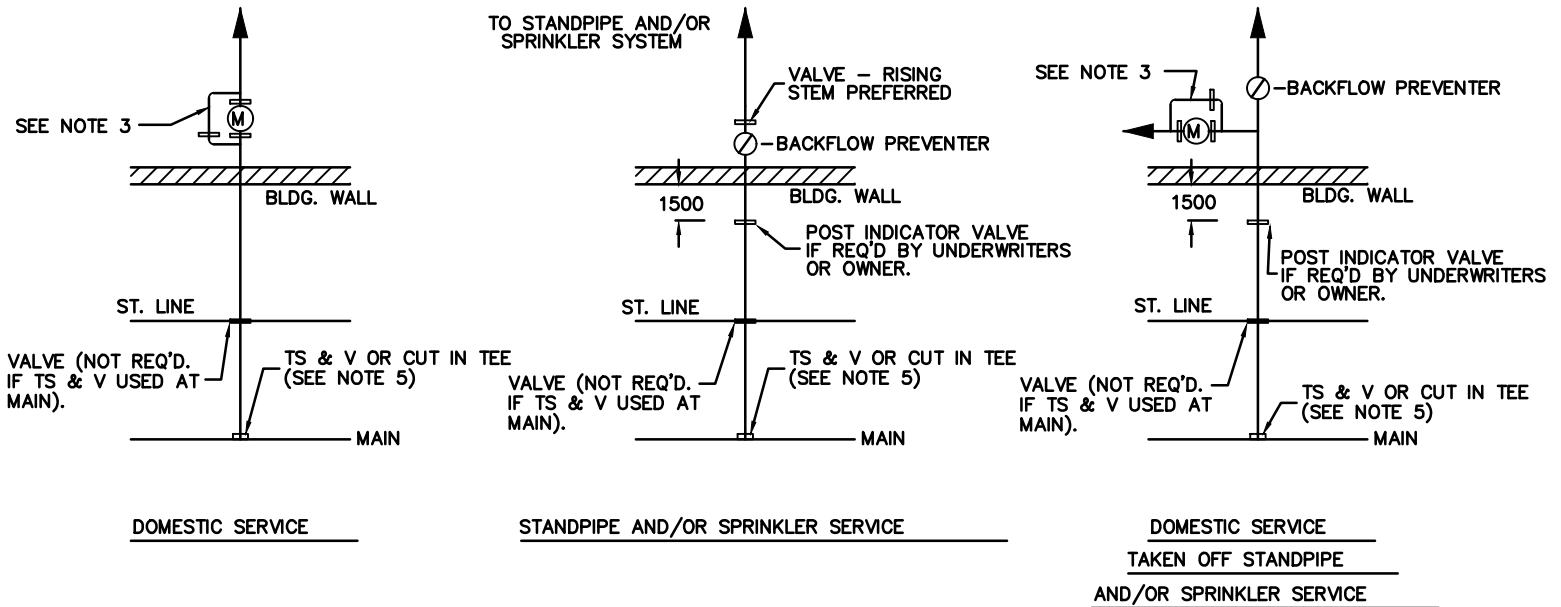
TOWNSHIP OF SOUTHWOLD STANDARD DRAWING

**STANDARD LOCATION OF WATER VALVES
FOR URBAN INTERSECTIONS**

REVISION DATE: JULY, 2025

DRAWING #:

W-05



NOTES:

1. All dimensions are in mm unless otherwise shown.
2. The domestic water may be taken from the sprinkler service and/or the standpipe service inside the building if approved by fire underwriters. If not, the domestic service shall be installed to the main as shown with a minimum of 300 mm separation from the fire service.
3. Domestic valves, meter and by-pass if required, shall be immediately inside the structure wall. Valves are preferred to be rising stem.
4. Control and check valves on fire services shall be as required by Ontario Building Code.
5. If the service is off a service main, a tapping sleeve and valve or a tee and valve shall be installed at the service main.
6. For backflow preventer requirements refer to Spec. Sec. 4.4 Ontario Building Code.
7. Ductile iron starts 1.5m from building front, into building and up through floor.

NOT TO SCALE
ALL DIMENSIONS IN MILLIMETERS UNLESS OTHERWISE NOTED

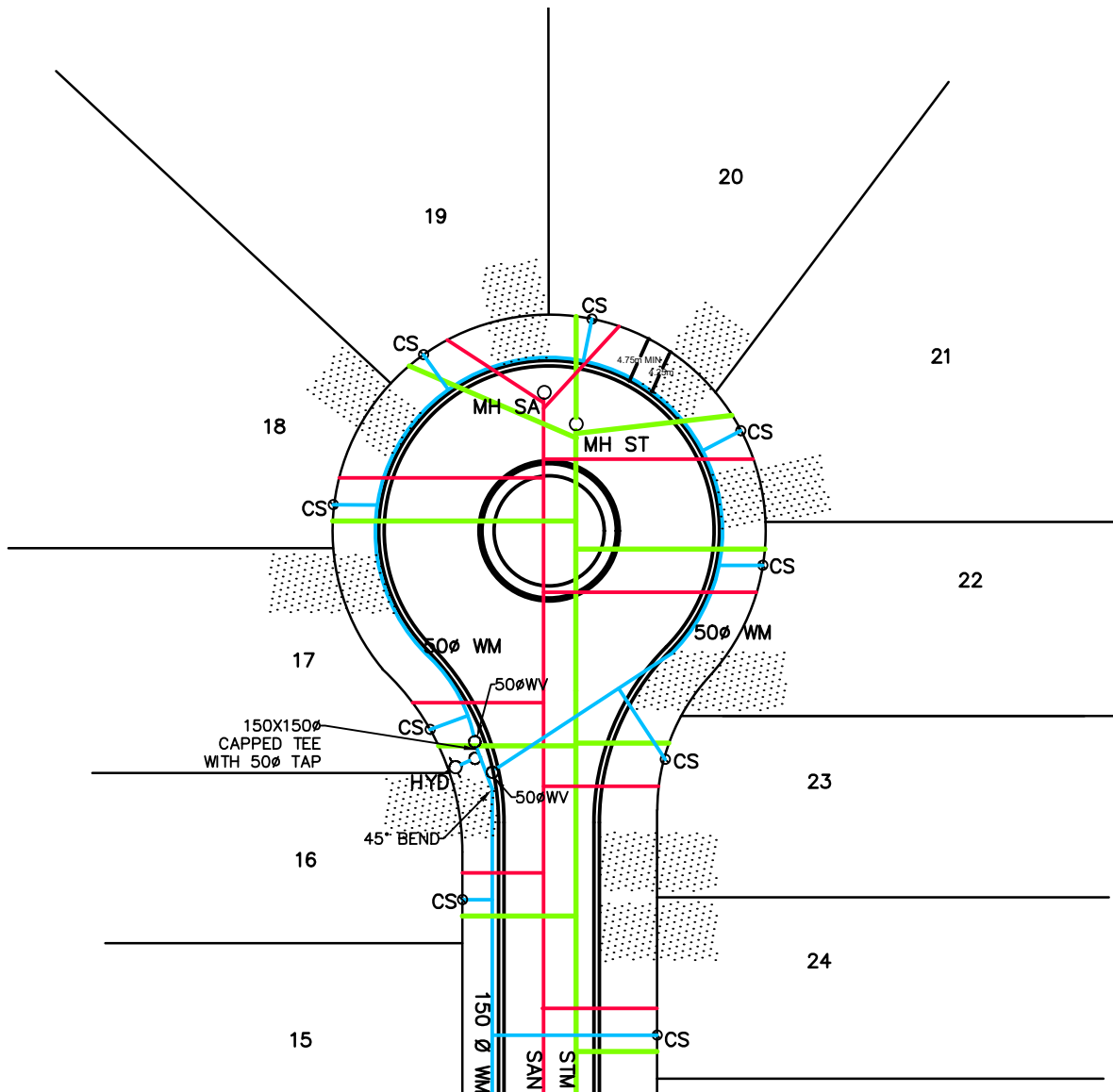
TOWNSHIP OF SOUTHWOLD STANDARD DRAWING

**SCHEMATIC LAYOUT OF 100 mm & LARGER
SERVICE**

REVISION DATE: JULY, 2025

DRAWING #:

W-12



NOTES:

1. All dimensions are in mm unless shown otherwise.
2. All pipe joints are to be restrained on the 50 mm Ø watermain loop.
3. Pipe radius as per manufacturers specifications.
4. Acceptable 50 mm Ø products for use in cul-de-sacs include Crosslinked Polyethylene (PEX) Tubing.

NOT TO SCALE
ALL DIMENSIONS IN MILLIMETERS UNLESS OTHERWISE NOTED

TOWNSHIP OF SOUTHWOLD STANDARD DRAWING

**TYPICAL DETAIL OF 50 mm WATERMAIN
LOOP**

REVISION DATE: JULY, 2025

DRAWING #:

W-19

Corporation of the Township of Southwold



Designed by: _____
Date: _____

Using Harmon Formula=	Y	(Y or N)
From a Table=	N	
Value from table=	2.000	

Peak Extraneous Flow= 0.100 L/Ha.S

Mannings 'n'= 0.013

Total Area= -

[illegible]

Corporation of the Township of Southwold



Intensity Option #	1	
--------------------	---	--

3) Insert Intensity

i=

$$b =$$

Total Area (ha)=

[illegible]

Building Services Report

Sanitary/Storm/Watermain

Lot. No. _____ Date _____ File # _____

Municipal Address _____

	North

Sanitary	Storm	Water
Depth of Main _____m	Depth of Main _____m	Depth of Main _____m
Depth of PDC at P/L _____m	Depth of PDC at P/L _____m	Depth at P/L _____m
Depth at CL of Road _____m	Depth at CL of Road _____m	Depth at CL of Road _____m
PDC Size _____mm	PDC Size _____mm	Service Size _____mm
Main Size _____mm T or Y	Main Size _____mm T or Y	Main Size _____mm T or Y
Pipe Material	Pipe Material	Pipe Material
Comments	Comments	Comments

Inspector _____ Inspecting Foreman _____