



PLANNING
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July 14, 2023

Mr. Garrett Stevenson
Manager of Development Review
Planning Division, City of Kitchener
City Hall – PO Box 1118
Kitchener, ON
Canada, N2G 4G7

Dear Mr. Stevenson:

**RE: Activa Holdings Inc. – Request for Creation of Private Street - “Augustine Way”
30-40 Margaret Ave, City of Kitchener
OUR FILE: 8784BI**

On behalf of our client, Activa Holdings Inc., please accept this letter as our request for the creation of one private street for the development planned at the lands municipally known as 30-40 Margaret Street in the City of Kitchener (Lots 193-198, 211-213 and Part of Lots 199-203, 214-218 Registered Plan 374). Currently, these lands are undergoing final site plan approval through site plan application number SP22/187/M/AP. Conditional approval was provided by the City on May 8, 2023.

We kindly ask the City to consider “Augustine Way” as the preferred private street name for the right-of-way extending through the subject lands. We confirm that our firm has reserved this street name with the Region of Waterloo. Our client is requesting this private name to provide municipal addressing to the residential units within the proposed development.

The following materials have been attached to our submission package to support our request for a Private Street name:

1. A digital copy of the Site Plan (Application No. SP22/187/M/AP) prepared by MHBC Planning Ltd;
2. A digital copy of the Draft R-Plan prepared by J.D. Barnes Ltd.
3. A cheque payable to the City of Kitchener in the amount of \$1,322.00 representing the 2023 fee for Private Street naming and;
4. A cheque payable to the City of Kitchener in the amount of \$1,650.00 representing the legal fees required to process the application and creation of a private street.

We kindly request that Staff prepare a report to support the approval of a private street within Lots 193-198, 211-213 and Part of Lots 199-203, 214-218 Registered Plan 374. We ask that this report be

brought to the next available Community and Infrastructure Services Committee meeting and request confirmation of this meeting date when it is known.

Should you require any additional information, please feel free to reach out to the undersigned.

Yours truly,

MHBC

A handwritten signature in black ink, appearing to read 'P. Chauvin', with a large, sweeping flourish at the end.

Pierre J Chauvin MA, MCIP, RPP
Partner

A handwritten signature in black ink, appearing to read 'R. Wolff', with a large, sweeping flourish at the end.

Rachel Wolff, BES, MCIP, RPP
Senior Planner

Encl.

cc. Alex Sumner and Emily McShane, Activa Holdings Inc.