

Attachment G1 - Engagement Summary

Project Engagement Overview

Kitchener's Enabling Four Units project included a comprehensive public engagement process to gather feedback and respond to questions from the public and the development industry. This report captures the key findings and insights from the engagement activities held between December 2023 and February 2024.

How We Reached Out

In December 2023, an Engage Kitchener webpage was launched to provide details about the project including in-person and virtual engagement opportunities, and information on ways to stay involved. The webpage has a news feed tab that was updated throughout the project with all the new documents, materials, and engagement information.

While working on this project, staff kept open communication and engagement with the public through different channels, including:

- Engage Kitchener
- Email correspondence
- Phone conversations and in-person one-on-one conversations
- Advertisements in the newspaper
- Virtual Community Meeting
- 3 Public Open Houses
- Development Industry workshop
- Presentations to Kitchener Development Liaison Committee

Engage Kitchener

The Enabling Four Units project utilized a dedicated engagement webpage hosted on Engage Kitchener, the City's online engagement platform. This webpage served as a central hub for information, updates, and opportunities for community participation related to the project.

Our webpage received about 1893 visitors and 146 subscriptions.

Subscribe Button

To further enhance accessibility and engagement, the webpage included a subscribe button that allowed visitors to opt-in to receive email updates about the project. By subscribing, community members could stay informed about new information, upcoming events, and opportunities for participation without visit the webpage regularly. This feature helped with ongoing communication throughout the duration of the project.

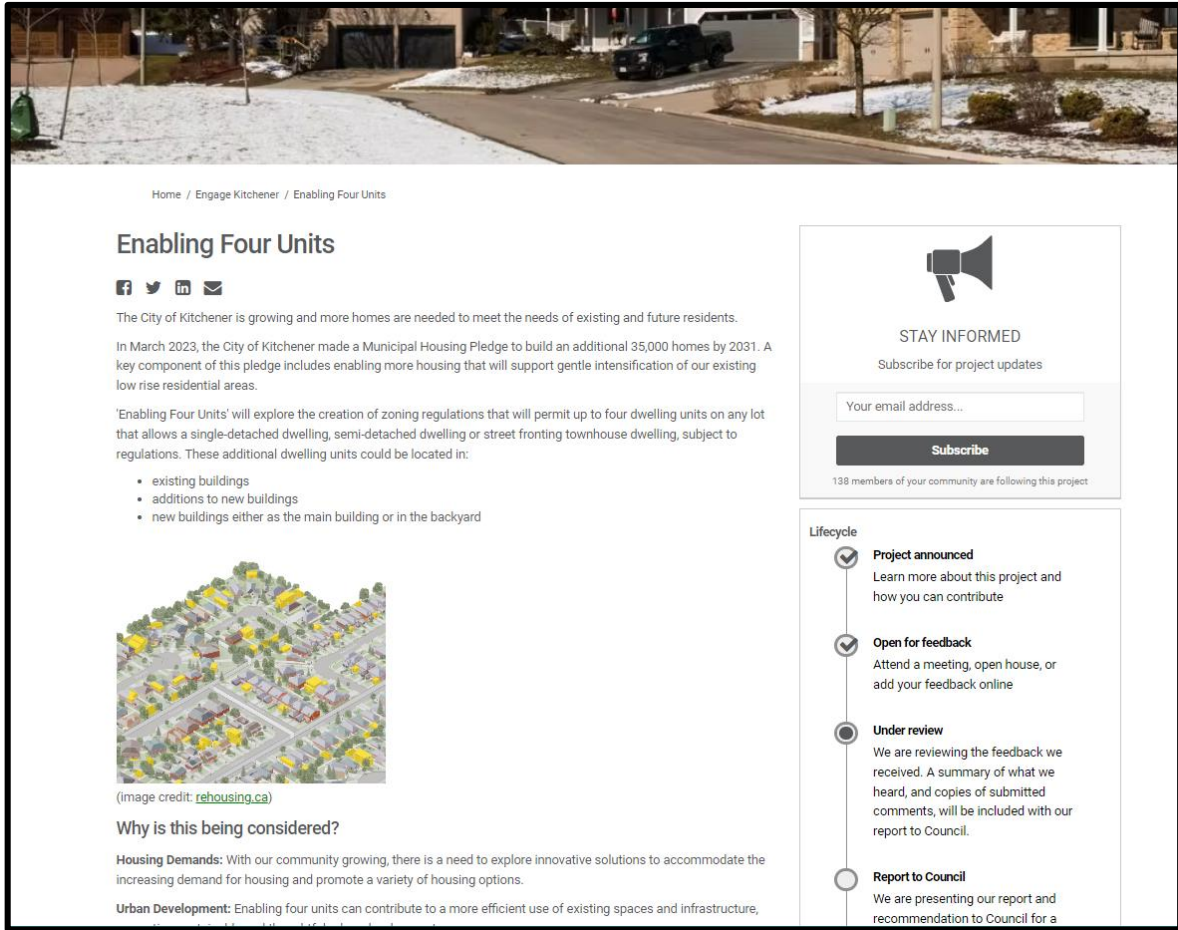


Figure 1. Screenshot of the webpage

Updated News Feed

The webpage featured a news feed that provided visitors with the latest information on the project. This feed served as a resource to stay informed about project milestones, upcoming events, and opportunities for engagement. Regularly updating the news feed with relevant content ensured visitors to the webpage had access to timely and accurate information about the project.

Survey

The Engage page included a survey to gather feedback from the community. The survey allowed participants to share their opinions, preferences, and concerns regarding the proposed changes to zoning regulations.

The survey response report of the 80 completed surveys can be found in Attachment G2 to DSD-2024-066.

Email Correspondence

A dedicated email address, EnablingFourUnits@Kitchener.ca, was established to facilitate communication, gather input and address questions. Since the project's initiation, staff received approximately 95 emails (including about 40 comment emails from about 26 individuals) through this dedicated email address.

The emails received encompass a wide range of responses. Many residents support the proposed zoning changes, citing the potential benefits of increased housing options and affordability. Others have raised specific concerns or questions about the project's potential impact on their neighbourhood, infrastructure, green space, and quality of life.

Responding to emails promptly and effectively has been a priority for our team. The team endeavored to provide responses to inquiries and feedback received within 48 hours of receipt. This timely response demonstrates that staff are listening so that community members feel heard and valued throughout the engagement process.

The email correspondence can be found in Attachment G3 to Report DSD-2024-066.

Phone conversations and one-on-one conversations

Throughout the Enabling Four Units project, the project team engaged in numerous phone conversations and one-on-one interactions with community members, addressing questions, receiving feedback, and discussing the proposed zoning changes.

Residents and property owners contacted City staff through phone calls and walk-in visits to the City Hall Customer Service Center. Many inquiries were site specific with residents identifying privacy, change to neighborhood characteristics, and parking as primary concerns. Additionally, residents wanted to understand how the proposed changes would impact development opportunities on specific lots, including whether their properties were included in the project's scope.

Staff responded to each inquiry, providing information and guidance to community members. They listened to residents' concerns and feedback, acknowledging the importance of incorporating community input into the project implementation process. Staff noted the specific issues residents raised and committed to considering these factors when formulating the final recommendations for the project.

Many phone conversations and one-on-one interactions provided positive feedback and expressions of support for the project as many community members recognized the potential benefits of increasing housing options in Kitchener and expressed interest in the proposed zoning changes.

Advertisements in newspaper

A Notice of Public Consultation was published in the Waterloo Region Record on January 5, 2024 and January 12, 2024 to inform the community about the project background and the upcoming engagement opportunities (Figure 2).

NOTICE OF PUBLIC CONSULTATION

Enabling Four Units



The City of Kitchener is growing and more homes are needed to meet the needs of existing and future residents.

In March 2023, the City of Kitchener made a Municipal Housing Pledge to build an additional 35,000 homes by 2031. A key component of this pledge includes enabling more housing that will support gentle intensification in our existing low-rise residential areas.

'Enabling Four Units' will explore the creation of zoning regulations that will permit up to four dwelling units on any lot that would permit a single-detached dwelling, semi-detached dwelling or street fronting townhouse dwelling, subject to regulations.

Visit us during one of our public consultation events or attend our Virtual Community Meeting to discuss this project, ask questions and provide comments.

To learn more visit:
www.engagewr.ca/EnablingFourUnits

Have Your Voice Heard! Attend one of our events:

Wednesday, January 17, 2024
6:30- 8:00 p.m.
Virtual Community Meeting
To connect to the virtual meeting online, go to: www.zoom.us/join and enter meeting ID# 868 3942 3268

Saturday, January 20, 2024
7:00 a.m. - 2:00 p.m. (drop-in anytime)
Kitchener Market
300 King Street East

Tuesday, January 23, 2024
3:00 - 7:00 p.m. (drop-in anytime)
Stanley Park Community Centre
505 Franklin Street North

Wednesday, January 31, 2024
3:00 - 6:00 p.m. (drop-in anytime)
Forest Heights Community Centre
1700 Queen's Boulevard



Katie Anderl, Project Manager
enablingfourunits@kitchener.ca
519.741.2426

Figure 2. January 12, 2024 newspaper notice for public consultation

A notice of Statutory Public Meeting was published in the Waterloo Region Record on March 1, 2024 (Figure 3).

NOTICE OF PUBLIC MEETING

Enabling Four Units




Have Your Voice Heard!
Planning & Strategic Initiatives Committee

Date: **March 25, 2024**
Location: **Council Chambers,
Kitchener City Hall
200 King Street West
or Virtual Zoom Meeting**


Go to **kitchener.ca/meetings**
and select:

- Current agendas and reports (posted 10 days before meeting)
- Appear as a delegation
- Watch a meeting


To learn more about this project, including information on your appeal rights, visit:
www.kitchener.ca/PlanningApplications
or contact:
Katie Anderl, Project Manager
enablingfourunits@kitchener.ca
519.741.2426



Additional Dwelling Units



Parking Reductions



Zoning Regulations

The City of Kitchener will consider City-initiated applications OPA23/020/K/KA and ZBA23/035/KA to amend the Official Plan and Zoning By-law. These amendments will permit up to 4 dwelling units on lots which permit a single detached dwelling, semi-detached dwelling or street townhouse dwelling, subject to regulations for lot sizes, parking, landscaping and built form.

Figure 3. March 1, 2024 newspaper notice of public meeting

Virtual Community Meeting

The project team hosted a virtual community meeting on January 17 allowing participants to join remotely from the comfort of their homes or workplaces.

Attendance and Participation

Approximately 30 attendees participated in the virtual public meeting. Residents, property owners, developers, and other interested parties were present, demonstrating high engagement and interest in the project through their questions and comments.

Agenda and Format

The virtual public meeting followed a structured agenda featuring a presentation from staff to provide an overview of the Enabling Four Units project, its objectives, and how it can look in low-rise residential properties. Attendees had the opportunity to learn about the project's background, rationale, and potential impacts on the community.



Figure 4. A screen capture of the virtual meeting showing various formats for Additional Dwelling Units

Question and Answer Session

A question and answer (Q&A) session was held after the presentation, allowing attendees to seek clarification, raise concerns, and ask questions. Some questions were about existing regulations related to the two units attached and the street fronting townhouse building type. Other questions were related to building style and site layout,

such as allowing up to four storeys, and side and front yard setbacks. There were also concerns about the loss of trees and green space.

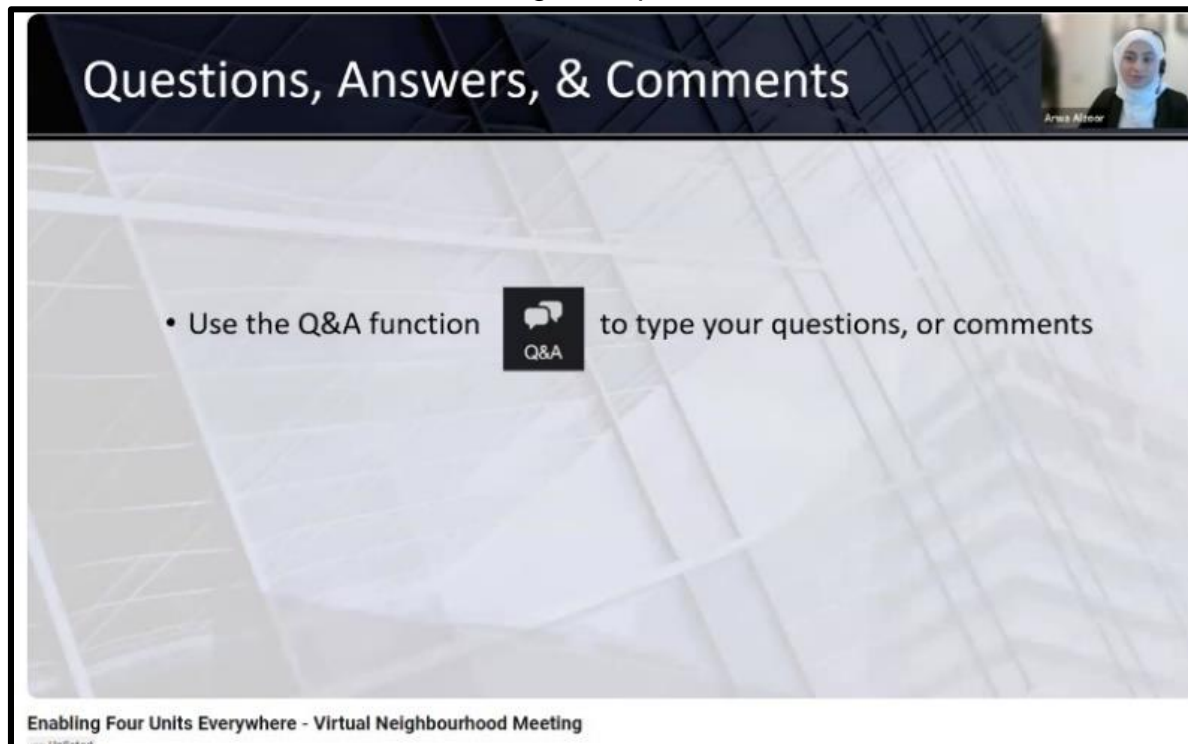


Figure 5. A screen capture of the virtual meeting during the question and answer portion of the meeting

Open Dialogue

In addition to the formal presentation and Q&A session, the meeting included an open dialogue segment where attendees were encouraged to ask questions verbally. Some of the concerns discussed included whether this project would help provide more housing solutions and if the additional dwelling unit could be sold. Lastly, there was a question about clarifying the review process. The project team helped answer those questions by explaining the current regulations and how enabling four units can provide more housing choices on more properties.

Recording and Accessibility

The meeting was recorded and posted on YouTube allowing community members unable to attend live to access the information at their convenience (or for participants to rewatch) with approximately 185 views to date. The recording, available through the project [webpage](#), provided a valuable resource for community members with several members indicating that they watched the video in advance of engaging with us in-person or online.

By leveraging digital platforms and technology, staff was able to reach a broad audience, facilitate open dialogue, and gather valuable feedback from residents and other stakeholders.

Public Open Houses

Staff hosted three open houses at various locations across Kitchener.

Open House Details

The open houses were held at the following times and locations:

- January 20, 7 a.m. to 2 p.m. at Kitchener Market (300 King St. East, upper level)
- January 23, 3 to 7 p.m. at Stanley Park Community Centre (505 Franklin St. North)
- January 31, 3 to 6 p.m. at Forest Heights Community Centre (1700 Queen's Boulevard)



Figure 6. Kitchener Market Open House



Figure 7. Stanley Park Community Centre Open House



Figure 8. Forest Heights Community Centre Open House

Engagement Activities

At each open house, attendees had the opportunity to explore a scaled, 3D-printed model representing different lot sizes and dwelling types including additional dwelling units (attached and detached). These models provided visual representations of how four units might function on lots in existing residential neighborhoods.

In addition to the models, community members could view display boards, handouts, survey sheets and use tablets to access the project webpage and survey. The project team answered questions, listened to concerns, and discussed the benefits and considerations of enabling four units on a lot.

Community Feedback

In total, the open houses attracted more than 150 attendees. Many attendees expressed interest and enthusiasm for the project, particularly highlighting the benefits of enabling four units on a lot such as gentle intensification, affordability, and providing house choices. However, we also received comments and concerns from attendees, particularly regarding:

- Trees and green space preservation
- Parking considerations
- Stormwater management (infiltration) and climate change factors
- Use of units as short-term rentals
- Servicing and electricity capacity
- Privacy and overlook associated with the placement of units.

A Summary of Open House comments is available in Attachment G4 to Report DSD-2024-066.

KITCHENER
ENABLING FOUR UNITS
FOR KITCHENER'S LOW-RISE RESIDENTIAL AREAS

To learn more about the project and participate in the process visit:
www.engagewr.ca/enablingfourunits

QR Code

'Enabling Four Units' is exploring the **creation of zoning regulations to allow up to four dwelling units on a lot** where a single-detached, semi-detached, or street-fronting townhouse dwelling is a permitted use.

Project Description	Considerations
 Add gentle density with more housing options	 Setback and Separation
 Servicing Capacity	 Addition To Existing Use Purpose Built
 Parking	 Site Layout & Functionality

Submit Comments to:
City of Kitchener
Enabling four units team
E: enablingfourunits@kitchener.ca
P: 519-741-2200 x. 2426

Additional information:
This project includes opportunities for community input. Your comments will help us to determine the appropriate permissions to include in a proposed four-unit dwelling by-law, for example:
•lot width, area and setbacks
•building height and form
•driveways and parking provisions

Current Status:
1 Open for feedback
Attend a workshop, meeting, or add your feedback online

Next Steps:
2 Staff will consolidate all feedback
We will review the feedback we receive
Then, we will prepare a By-law which will be considered by the Planning and Strategic Community and City Council

Figure 9. Enabling Four Units handout

Development Industry Workshop

A workshop targeted to the development industry was held on January 31 at Forest Heights Community Centre from 1:00 to 2:30 pm. The workshop was attended by 20 industry professionals including builders, designers, and developers and designed to gather insights and feedback on proposed zoning regulations.

Workshop Structure

The workshop was launched with a brief presentation providing background information on the project and its objectives. Subsequently, participants were divided into four groups for discussions regarding:

- **Lot Size and Area:** Discussions centered around considerations for lot sizes and areas, exploring the feasibility of smaller lots and minimum dimensions.
- **Parking and Driveways/Parking Lots:** Participants delved into parking and driveway considerations, assessing the impact of increased density on parking availability and discussing potential reductions and solutions.
- **Detached ADUs:** This segment focused on regulations for detached Additional Dwelling Units (ADUs), exploring design considerations and regulatory requirements.
- **Building Design:** Discussions revolved around building design elements such as height, doors, openings, setbacks, and yard projections, focusing on aligning design considerations with proposed zoning regulations.

Key Feedback

Overall, the feedback from participants was predominantly positive, with support for the project objectives and proposed zoning changes. However, several suggestions emerged from the discussions, including:

- Exploring ways to further minimize the need for minor variance applications.
- Increasing public awareness about the project and its implications for residential development.
- Developing an online tool or resource to assist with Additional Dwelling Unit projects and streamline the application process.

Summary of Open Houses and Industry Workshop Feedback can be found as Attachment G4 to Report DSD-2024-066.

Kitchener Development Liaison Committee

The project team participated in two Kitchener Development Liaison Committee (KDLC) meetings. These meetings were a great opportunity for dialogue and collaboration with development industry professionals involved in residential development in the region.

Presentation

- The first meeting on January 19 presented an overview of the objectives and goals of the project and a discussion of zoning considerations that were being explored.
- The second meeting on February 23 staff presented and discussed the draft zoning regulations.

Consultation and Feedback

Following the presentations, the project team engaged committee members in a discussion focused on high-level considerations. The committee discussed emerging trends in purchaser and homeowner preferences, including developer built duplexes in new subdivisions, challenges experienced with constructing additional units, and what might be useful to assist the development industry in implementing and supporting uptake of additional units. Committee members expressed desire for streamlined review timelines, and easy to navigate online resources and zoning tools. There was also discussion about homeowners who proposed changes to dwellings while subdivisions are under maintenance periods and when homes are under Tarion warranties, and implications of this on acceptance processes.

During the second meeting, staff shared the draft regulations proposed for the project. Questions were raised regarding the feasibility of adding a detached dwelling unit when the rear yard setback is at the minimum 7.5 metres. Staff highlighted that properties meeting this criterion might be more suitable for additional units attached.

Another query pertained to the lot analysis and modelling used to determine the minimum lot width and area. Staff confirmed that several mechanisms were used to complete an analysis of different lot configurations and building layout which have informed zoning recommendations.

Questions were raised about capacity and servicing constraints. Building staff confirmed that servicing can be supplied from the principal existing building. Additionally, engineering and utilities will continue to monitor capacity, and advise that areas with constraints may need to be addressed as additional units are added incrementally in neighbourhoods.

Lot grading and drainage considerations discussed included ensuring that infiltration galleries and side yard drainage are not impacted by proposed units or the unobstructed walkway.

Lastly, a suggestion was received to consider more rear lanes in new subdivisions to enhance the potential of these properties. Planning staff indicated that they are supportive of exploring new and creative ways of enabling additional density in new subdivisions through the subdivision design, street layout and site-specific zoning.

The engagement with the Kitchener Liaison Development Committee provided valuable insights and perspectives from industry professionals.

Conclusion

Our commitment to comprehensive public engagement was one of our priorities throughout the Enabling Four Units project. From December 2023 to February 2024, the project team utilized various engagement methods with the goal of transparency, accessibility, and inclusivity in gathering feedback and responding to questions from both the public and the development industry.

The Enabling Four Units project team's efforts to engage the community and industry stakeholders demonstrated our dedication to working with and having meaningful conversations with our community. By offering a variety of ways for people to get involved, staff were able to gather feedback that has been considered in drafting the proposed zoning changes.

Looking ahead, staff is committed to keeping communication lines open throughout the implementation phase of the project.