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File: D20-20/2/25KIT

June 27, 2025

Connie Owen  
Administrative Clerk, Legislative Services  
Committee of Adjustment  
City of Kitchener  
P.O. Box 1118  
200 King Street East  
Kitchener, ON N2G 4G7

Dear Ms. Owen:

**Re: Comments on Consent Application – B2025-021  
Committee of Adjustment Meeting July 15, 2025  
City of Kitchener**

**B 2025-021  
546 Courtland Ave E  
Lot 7, Plan 692 Kitchener  
Freure Promontory Inc. (Owner)  
Jessica McConnell, Miller Thomson (Agent)**

The purpose of the application is to sever a triangular parcel of land as a lot addition to the abutting landowner to the north at 265 Bedford Ave. The severed parcel has a width of 8.1m, depth of 3.0m and an area of 11.9 sq m. The retained lands will have an area of 999.4 sq m.

**Regional Fee:**

Regional staff have not received the required consent review fee for this application, \$350.00.

**General Comments:**

Regional Staff has no objections to the proposed consent application subject to the following condition:

1. That prior to final approval, the owner/applicant submits the consent review fee of \$350 per application to the Regional Municipality of Waterloo.

Any future development on the lands subject to the above-noted consent application will be subject to the provisions of Regional Development Charge By-law 19-037 or any successor thereof.

Please accept this letter as our request for a copy of the staff reports, decisions and minutes pertaining to each of the consent applications noted above. Should you require Regional Staff to be in attendance at the meeting or have any questions, please do not hesitate to contact the undersigned.

Yours truly,



Shilling Yip, MCIP, RPP  
Senior Planner