



PLANNING, DEVELOPMENT AND  
LEGISLATIVE SERVICES  
150 Frederick Street, 8<sup>th</sup> floor  
Kitchener Ontario N2G 4J3 Canada  
Telephone: 519-575-4400  
Fax: 519-575-4449  
www.regionofwaterloo.ca

File: D20-20/26 KIT  
February 17, 2026

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 Applications – B 2025-032 and B2025-033  
Committee of Adjustment Meeting – February 17, 2026  
City of Kitchener**

Further to the Region's comments dated January 7, 2026, the Region advises of the following:

The Region is in receipt of the Sanitary and Water Servicing Review letters prepared by VanHarten Land Surveyors Engineers dated February 12, 2026 that summarizes the anticipated water demand for the proposed severances.

The Region is in the process of updating its Water Supply Strategy. Through this work, concerns have been identified regarding water servicing capacity within the Mannheim Service Area. Regional staff are working expeditiously to evaluate the situation and understand the magnitude of the concerns to be able to provide comments relating to water servicing capacity. At this time, the Region is not able to confirm sufficient reserve water system capacity for the proposed consent.

As such, the Region is not in a position to support approval of application, B 2025-032 and B2025-033 at this time and the following comments are provided for information purposes:

**B2025-032**

**Address: 776 Rockway Dr**

**Description: Plan 649, Lot 22**

**Owner: 2832516 Ontario Inc c/o Tara Bruwer-Sutton**

**Applicant: Masri O Inc Architects c/o Reema Masri**

The applicant/owner is proposing consent to sever to create a new residential lot. The severance will facilitate the redevelopment of each lot with a semi-detached duplex, providing 4 units per dwelling, for a total of 8 units. The existing single detached dwelling will be demolished. The subject lands are currently serviced through municipal water and waste services, with access to a local road. Minor variance applications are not required to facilitate the consent.

The proposed lot configuration is as follows:

Severed – 278.8 sqm area with 7.62m frontage

Retained – 278.422 sqm with 7.62m frontage

The subject lands are designated Built-Up Area within the Urban Boundary in the Regional Official Plan (ROP), Low-Rise Residential in the City of Kitchener Official Plan, and zoned RES-4.

#### Threats Inventory Database (Advisory)

The following information from the Region's Threat Inventory Database (TID) is provided until such time as access is transferred to the City of Kitchener. Noting, there are no medium or high threats identified on or adjacent to the subject property.

#### Hydrogeology & Source Water Protection Plan (Advisory)

The subject lands are located in a Source Protection Area where restrictions or prohibitions may apply in accordance with the Clean Water Act, Part IV. As such a Notice of Source Protection Plan Compliance (Section 59 Notice) is required as part of a formal application for Consent. Regional Staff acknowledge receipt of the S. 59 Notice.

#### Fees

Regional staff are not in receipt of the required consent review fee of \$350 for consent application. The outstanding fee(s) will be required as a condition of consent approval if not received by the Region prior to the Decision of the Committee of Adjustment.

**B2025-033****Address: 104 Brentwood Ave****Description: Plan 651, Lot 158****Owner: Veasna Suon****Applicant: Masri O Inc Architects c/o Reema Masri**

The applicant/owner is proposing consent to sever to create a new residential lot. The severance will facilitate the redevelopment of each lot with a semi-detached duplex, providing 4 units per dwelling, for a total of 8 units. The existing single detached dwelling will be demolished. The subject lands are currently serviced through municipal water and waste services, with access to a local road. Minor variance applications are not required to facilitate the consent.

The proposed lot configuration is as follows:

Severed – 277.9 sqm area with 7.6m frontage

Retained – 277.9 sqm with 7.6m frontage

The subject lands are designated Built-Up Area within the Urban Boundary in the Regional Official Plan (ROP), Low-Rise Residential in the City of Kitchener Official Plan, and zoned RES-4.

Threats Inventory Database (Advisory)

The following information from the Region's Threat Inventory Database (TID) is provided until such time as access is transferred to the City of Kitchener. Noting, there are no medium or high threats identified on or adjacent to the subject property.

Hydrogeology & Source Water Protection Plan (Advisory)

The subject lands are located in a Source Plan Protection Area where restrictions or prohibitions may apply in accordance with the Clean Water Act, Part IV. As such a Notice of Source Protection Plan Compliance (Section 59 Notice) is required as part of a formal application for Consent. Regional Staff acknowledge receipt of the S. 59 Notice.

Fees

Regional staff are not in receipt of the required consent review fee of \$350 for consent application. The outstanding fee(s) will be required as a condition of consent approval if not received by the Region prior to the Decision of the Committee of Adjustment.

## **General Comments**

Any future development on the lands subject to the above-noted consent applications will be subject to the provisions of Regional Development Charge By-law 19-037 or any successor thereof. Prior to final approval, City staff must be in receipt of the above-noted Regional condition clearances. 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.

Thank you,

A handwritten signature in red ink, appearing to read "Alyssa Bridge".

Alyssa Bridge, MAES, MCIP, RPP  
Manager, Regional Development Services