



PLANNING, DEVELOPMENT AND
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Will Towns, MCIP, RPP
File: D20-20/26 KIT
January 30, 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 Application – B2026-001
Committee of Adjustment Meeting – February 17, 2026
City of Kitchener**

Please accept the following comments pertaining to the above-noted consent applications for consideration at the upcoming Committee of Adjustment Hearing.

File: B2026-001

Address: 153-155 Fifth Avenue

Description: Plan 254, Block F

Owner: Prebenza Besnik

Applicant: Boban Jakanovic

The owner/applicant is proposing consent to sever to create a new residential lot. The severance will facilitate the redevelopment of a currently vacant lot with a semi-detached duplex, each containing an additional dwelling unit for a total of 4 units. The subject lands are currently connected to municipal water and waste services, with access to a local road. Minor variance applications are not required to facilitate the consent.

The proposed lot configurations are as follows:

- Severed – 262.1 square metres (lot area) with 7.62m frontage
- Retained – 262.1 square metres (lot area) with 7.62m frontage

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

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, in which these lands are located. 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.

Notwithstanding the above, Regional staff are aware that this development has obtained a building permit and is currently under construction. As a result, Regional staff understand that the purpose of the consent is to sever the existing lot along the common lot line (shared wall of the new structure) and offer the following comments and condition for the City's consideration.

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. The TID identifies no known, high, medium or low on or adjacent to the subject property.

Hydrogeology & Source Water Protection Plan (Advisory)

The subject lands are located in a Source Protection Plan Area where restrictions or prohibitions apply in accordance with Part IV of the Clean Water Act. As such a Notice of Source Protection Plan Compliance (Section 59 Notice) is required as part of a formal application for consent, which has been provided with the application. Regional staff acknowledge that the Section 59 Notice provided is valid, and have no further concerns related to Clean Water Act requirements.

Waste Management (Advisory)

The dwelling units to be created by this application would be eligible to receive curbside waste collection provided by the Region as both lots feature a driveway fronting onto a municipal roadway. Service would be initiated once construction has completed and properties are occupied. Until that time, the homebuilder is responsible for collecting and disposing of all waste generated at these properties.

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. The applicant is advised to contact pwalter@regionofwaterloo.ca to complete payment.

Regional staff have no objection to application, subject to the following condition(s):

1. That the applicant submit the regional consent review fee of \$350 per application to the satisfaction of the Region of Waterloo

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 the consent application noted above. Should you require Regional staff in attendance at the meeting or have any questions, please do not hesitate to contact the undersigned.

Thank you,

A handwritten signature in black ink, appearing to read "Will Towns". The signature is fluid and cursive, with a long horizontal stroke at the end.

Will Towns, MCIP, RPP
Senior Planner
Regional Growth, Development and Sustainability Services
Regional Municipality of Waterloo
wtowns@regionofwaterloo.ca