

January 20, 2026

To: City of Kitchener Planning Staff and Committee of Adjustment
Cc: Tina Malone Wriqth, Garrett Stevenson, Rod Regier, Alyssa
Bridge, Reema Masri, Client
From: Urban Insights Inc.



**Re: 776 Rockway Drive and 104 Brentwood Avenue CofA Applications (January 20 2026)
Request for Decision Next Committee Meeting**

I represent the property owners for the Committee of Adjustment severance applications at 776 Rockway Drive and 104 Brentwood Avenue, which were recently deferred based on comments received from the Region of Waterloo relating to water capacity constraints.

These applications represent a very modest and localized form of intensification—two small infill severances within fully serviced, established neighbourhoods. The scale of development proposed is minuscule in the context of the regional water system, and will result in a negligible increase in demand. These are not large-scale developments which are subject to complex agreements and approvals, but rather, small scale gentle density projects that fit within existing neighborhoods. They are precisely the type of gentle density infill that both municipal and provincial policy frameworks continue to encourage. As a small scale infill project, continued delays will have a detrimental impact on project viability and ability to get needed attainable housing to market.

Importantly, the City of Kitchener and this Committee remain the statutory decision-making authorities for these severance applications. While the Region of Waterloo is a commenting agency, it is not the approval authority for these planning decisions. The Region's recent correspondence provides a general caution regarding system capacity, but it does not identify these specific applications as creating an unacceptable or unserviceable impact. In fact, the Region has acknowledged that approvals may continue on a case-by-case basis, particularly for small infill projects with limited or neutral impact on overall demand.

In this context, it would be neither proportionate nor consistent with good planning to apply a broad, system-wide constraint to micro-scale severance applications without site-specific analysis, clear servicing refusal, or defined interim rules. These applications can be approved today providing applicable law for a direct building permit approval and issuance process.

At this stage, there are two procedural paths available. Either the Committee may approve these applications based on its own planning merits and jurisdiction, allowing the Region to exercise its rights at the servicing stage if necessary, or a continued deferral risks creating an unnecessary lack of decision, which would force the applicants to consider an appeal to the Ontario Land Tribunal. Neither outcome serves the public interest where the planning impacts are minor and manageable.

For these reasons, we respectfully request that the Committee proceed to hear and decide these applications at the next available meeting, with full circulation to neighbours and agencies.

We will provide additional technical information in advance of that hearing to demonstrate that these proposals represent gentle density infill with no material impact on the Region's broader water capacity challenges.

Approving these severances would strike the appropriate balance between responsible infrastructure management and the continued delivery of small-scale housing in established neighbourhoods.

A handwritten signature in black ink, appearing to read "Ryan Mounsey". The signature is fluid and cursive, with a large loop at the end of the last name.

Respectfully submitted,

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