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## COUNCIL MEETING AGENDA - REVISED

Monday, January 29, 2024  
2:00 PM

Mayor McCabe in the Chair

1. **DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**
2. **CLOSED MEETING**

**Recommendation:**

That Council hold a closed meeting for the purposes of considering the following subject matter:

- a) a proposed or pending acquisition or disposition of land by the municipality or local board (site selection recommendations); and
- b) a matter in respect of which a council, board, committee or other body may hold a closed meeting under another Act [e.g. the Municipal Freedom of Information and Protection of Privacy Act] (site selection recommendations).

## COUNCIL MEETING WILL RECESS AND RECONVENE AT 2:30 PM

3. **TERRITORIAL ACKNOWLEDGEMENT**
4. **MOMENT OF REFLECTION**

Please note that all items noted in this agenda are listed in full in the corresponding packet on the City of Waterloo's website.

**5. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**

**6. PRESENTATIONS**

**a) Office of the CAO Business Plan**

Tim Anderson, Chief Administrative Officer;  
Sandy Little, Director, Strategic Initiatives; and  
Justin McFadden, Executive Director, Economic Development.

**b) Waterloo Public Library Business Plan**

Kelly Kipfer, Waterloo Public Library Board

**c) Corporate Services Business Plan**

Filipa Reynolds, Commissioner, Corporate Services;  
Cari Van Niekerk, Director, Corporate Communications;  
Brad Witzel, Director, Financial Planning & Asset Management;  
Paul Hettinga, Senior Director, Revenue & Accounting / City Treasurer /  
Chief Financial Officer;  
Tracie Bell, Director, Fleet & Procurement Services;  
Kathy Weidhaas, Director, Human Resources;  
Max Min, Director, Information Management & Technology Services;  
Christina Marina, Director, Legal Services / City Solicitor; and  
Julie Finley-Swaren, Director, Legislative Services / City Clerk.

**d) K-W Oktoberfest Update**

Tracy Van Kalsbeek, Executive Director, K-W Oktoberfest Inc.

**e) THEMUSEUM**

David Marskell, CEO, THEMUSEUM

**f) Canadian Clay and Glass Gallery**

Denis Longchamps, Canadian Clay and Glass Gallery

**g) Kitchener-Waterloo Art Gallery**

Shirley Madill, Kitchener-Waterloo Art Gallery

**h) Button Factory Arts**

Emma Walker, Executive Director, Button Factory Arts

**7. STAFF REPORTS**

<b>a) Title:</b>	<b>Community Engagement 2024-2026 Staff Tabled Budget</b>	<b>Page 8</b>
Report No.:	CORP2024-005	
Prepared By:	Cari Van Niekerk, Brad Witzel	

Please note that all items noted in this agenda are listed in full in the corresponding packet on the City of Waterloo's website.

**Delegations:**

1. Bob Mavin, Resident of Waterloo
2. Lauren Weinberg, Resident of Waterloo

**Recommendation:**

1. That Council receive CORP2024-005 as information.

**b) Title: 2050 Net-Zero Impact Report**

Report No.: CAO2024-002  
Prepared By: Sandy Little, Kevin Van Ooteghem, Brad Witzel

**Recommendation:**

1. That Council approves staff report CAO2024-002.
2. That Council confirms the City of Waterloo corporate greenhouse gas (GHG) emissions reduction target of 50% by 2030 (2010 baseline) in alignment with TransformWR's community-wide GHG emissions reduction target.
3. That Council direct staff to continue formal advocacy related to environmental sustainability and climate change initiatives recognizing that more funding support from all levels of government is needed to enable the City to reach its corporate GHG emissions reduction targets of 50% by 2030 (2010 baseline) and net-zero by 2050.

**c) Title: Final 2024-2029 Corporate Climate Action Plan (CorCAP)**

Report No.: CAO2024-001  
Prepared By: Ena Ristic

**Presentation:** Ena Ristic

**Correspondence:** CTTEE2024-001 - Sustainability Advisory Committee Support for City of Waterloo Corporate Climate Action Plan

**Recommendation:**

1. That Council approves staff report CAO2024-001.

Please note that all items noted in this agenda are listed in full in the corresponding packet on the City of Waterloo's website.

2. That Council approves the 2024-2029 Corporate Climate Action Plan (CorCAP) as attached in Appendix A.

**d) Title:** **Land Acquisition of 123 Moore Avenue South** **Page 18**  
Report No.: CORP2024-004  
Prepared By: Christina Marina

**Recommendation:**

1. That CORP2024-004 be approved.
2. That capital funding for the acquisition, demolition and other matters incidental to the purchase of 123 Moore Avenue South in the amount of \$1,300,000, is funded from project #190042 Union-King to Moore Ave.
3. That the Mayor, Clerk and City Solicitor, where applicable, be authorized to execute all necessary agreements and documents required to complete the transaction for the purchase of:

## **COUNCIL MEETING WILL RECESS AND RECONVENE AT 6:30 PM**

8. **DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**

9. **PUBLIC MEETINGS**

**Formal Public Meeting**

**a) Title:** **Official Plan Amendment No. 46 and Zoning By-law Amendment Z-22-17 for 309 & 311 Hawthorn Street** **Page 21**  
Report No.: 024-006  
Prepared By: Aminu Bello  
Ward No.: Ward 6: Central-Columbia

**Presentation:** Aminu Bello

**Delegations:**

1. Marshall Smith, Associate, KLM Planning Partners Inc.

Please note that all items noted in this agenda are listed in full in the corresponding packet on the City of Waterloo's website.

**Recommendation:**

1. That Council approve report IPPW2024-006.
2. That Council adopt Official Plan Amendment No. 46 pertaining to 309 & 311 Hawthorn Street in accordance with Section 6 of IPPW2024-006.
3. That Council request that the Regional Municipality of Waterloo approve Official Plan Amendment No. 46 in accordance with Section 6 of IPPW2024-006.
4. That Council approve Zoning By-law Amendment Z-22-17 pertaining to 309 & 311 Hawthorn Street in accordance with Section 6 of IPPW2024-006.

**10. CONSIDERATION OF NOTICE OF MOTION GIVEN AT PREVIOUS MEETING**

Social and Economic Prosperity Review Motion – Councillor Freeman

**Motion:**

**WHEREAS** Current provincial-municipal fiscal arrangement are undermining Ontario's economic prosperity and quality of life; and,

**WHEREAS** nearly a third of municipal spending in Ontario is for services in areas of provincial responsibility and expenditures are outpacing provincial contributions by nearly \$4 billion a year;

**WHEREAS** municipal revenues, such as property taxes, do not grow with economy or inflation; and,

**WHEREAS** unprecedented population growth and the clear need for more affordable, attainable and sustainable housing will require significant investments in municipal infrastructure; and

**WHEREAS** municipalities are being asked to take on complex health and social challenges such as homelessness, the mental health and addictions crisis and support for asylum seekers and newcomers; and,

**WHEREAS** inflation, rising interest rates, and provincial policy decisions are sharply constraining municipal fiscal capacity; and

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**WHEREAS** property taxpayers, including those on fixed incomes, seniors, small businesses and more cannot afford to subsidize income re-distribution programs; and

**WHEREAS** the province can, and should, invest more in the prosperity of communities across Ontario; and

**WHEREAS** municipalities and the provincial government have a strong history of collaboration.

**NOW THEREFORE BE IT RESOLVED** that:

- 1) The Province of Ontario commit to undertaking with the Association of Municipalities of Ontario a comprehensive social and economic prosperity review to promote the stability and sustainability of municipal finances across Ontario;
- 2) a copy of this resolution be sent to the Premier of Ontario, local area MPPs and the Association of Municipalities of Ontario for further consideration.

**11. NOTICE OF MOTION**

None

**12. COMMUNICATIONS AND CORRESPONDENCE**

None

**13. UNFINISHED BUSINESS**

None

**14. QUESTIONS**

**15. NEW BUSINESS**

**16. ENACTMENT OF BY-LAWS**

**Recommendation:**

That the By-laws listed below be read a first, second and third time and finally passed, numbered sequentially commencing with By-law Number 2024-005 and that the Mayor and Clerk be authorized to sign them accordingly.

Please note that all items noted in this agenda are listed in full in the corresponding packet on the City of Waterloo's website.

- a) By-law to confirm all actions and proceedings of Council, January 29, 2024

## **17. ADJOURNMENT**

Please note that all items noted in this agenda are listed in full in the corresponding packet on the City of Waterloo's website.



**STAFF REPORT  
Corporate Communications**

Title: Community Engagement 2024-2026 Staff Tabled Budget  
Report Number: CORP2024-005  
Author: Cari Van Niekerk and Brad Witzel  
Council Date: January 29, 2024  
File: N/A  
Attachments: N/A  
Ward No.: All

**Recommendations:**

That Council receive CORP2024-005 as information.

**A. Executive Summary**

City of Waterloo engaged with the community on the staff tabled 2024-2026 budget by hosting a hybrid public information session and soliciting feedback through a survey. Session attendees and survey respondents included people from across the City and a range of age groups, but they do not represent a random or statistically representative sample. The opportunity for staff to engage with residents to share information and get feedback and comments is a valuable part of the budget process and provides an indication of public opinion for Council's awareness and consideration. These engagement efforts also demonstrate the City's commitment to operating with integrity and transparency, as we strive for well-considered comprehensive, responsive and thoughtful decision-making.

On January 9, 2024 staff hosted a hybrid public information session to provide residents with an opportunity to receive an overview of the budget, ask questions of staff, and share comments. A total of 67 residents attended: 31 in-person and 36 online (including five participants who changed from in-person to online due to the weather). Question/comment themes received in advance, during and after the meeting included:

- Affordability concerns
- Financial supports
- Climate action
- Capital projects
- Sidewalk snow clearing
- Budget and financial process

- Suggested reduction ideas
- Growth and development in Waterloo
- Strategic initiatives
- Waterloo Public Library
- Active transportation
- Uptown space and programming
- General support for the budget

Staff view this public information session as a success and appreciate the number of people willing to participate and the candour in which they shared feedback and asked questions of staff.

An online survey on the budget was also conducted from December 11, 2023 through January 12, 2024 and received 452 responses. Comment themes from the survey included:

- Bicycle lanes
- Climate change and the environment
- Affordability concerns for any increase
- Winter sidewalk snow clearing
- Affordable housing
- Fire services
- Road conditions and construction
- Capital projects
- Waterloo Public Library
- Events and cultural activities
- Bylaw enforcement
- Suggested areas for savings or cuts
- General support for the budget

## **B. Financial Implications**

N/A – Report for information only. Final 2024-2026 budget adoption is scheduled for February 12, 2024.

## **C. Technology Implications**

N/A

## **D. Link to Strategic Plan**

(Strategic Priorities: Reconciliation, Equity, Accessibility, Diversity and Inclusion; Environmental Sustainability and Climate Action; Complete Community; Infrastructure and Transportation Systems; Innovation and Future-Ready)

(Guiding Principles: Equity and Inclusion; Sustainability; Integrity; Workplace Wellbeing; Community-centred; Operational Excellence)

Community engagement through a hybrid in-person and online meeting supports the strategic priority of Reconciliation, Equity, Accessibility, Diversity and Inclusion. Staff incorporated equity, accessibility and inclusion practices by offering a choice in participation and a number of supports to reduce barriers for participants.

Using a wide variety of community channels and our existing engagement platform to ensure our community is informed of and has the opportunity to be involved in the decisions that impact them follows the Guiding Principles of Equity and Inclusion, and Integrity. Community engagement is key to well-considered comprehensive, responsive, and thoughtful decision-making.

**E. Previous Reports on this Topic**

N/A



## Community Engagement 2024-2026 Staff Tabled Budget CORP2024-005

### Summary of January 9, 2024 Public Information Session

On January 9, 2024 the City hosted a hybrid public information session on the staff-tabled 2024-2026 budget. Staff believe this is the largest interactive hybrid meeting the City has held, and while the comments received can not be viewed as statistically representative, they provide valuable insights for Council consideration in their budget deliberation and are a valued input opportunity as part of the budget process. Staff view this public meeting as a success and appreciates the number of people willing to participate and the candour in which they shared feedback and asked questions of staff.

To help as many people as possible be able to attend the meeting, the City offered to reimburse in-person attendees for child care and public transit costs. Although these supports were accessed by only a few participants, several participants acknowledged the importance these offerings provide. The meeting was held in the Meeting Hall, located on the first floor of the Community Pavilion, at Waterloo Memorial Recreation Centre and virtually via Zoom. Closed captioning was also available and accessed by a few participants.

The meeting was promoted through social media (paid ads and regular posts), Waterloo Region Record newspaper ad, City electronic newsletters and in media interviews. A total of 79 people pre-registered to attend the session, either in-person or virtually through Zoom. Actual attendance was 67 people: 31 people attending in-person and 36 online, including five online participants who had originally registered to attend in person but changed due to the weather. Staff communicated to all pre-registered participants the option of switching to virtual if they preferred due to weather concerns. Staff also worked with interested participants to sign up additional attendees after the online registration form closed, to ensure that anyone interested in participating was able to do so.

Brad Witzel, Director, Financial Planning and Asset Management and Sandy Little, Director, Strategic Initiatives provided a high-level overview of the 2023-2026 Strategic Plan, and the 2024-2026 staff-tabled budget, followed by a question and answer period facilitated by Cari Van Niekerk, Director, Corporate Communications.

Tim Anderson, Chief Administrative Officer, Mark Dykstra, Deputy CAO and Commissioner of Community Services, Ron Ormson, Commissioner of Integrated Planning and Public Works, Filipa Reynolds, Commissioner of Corporate Services, and Paul Hettinga, Chief Financial Officer and Senior Director, Revenue and Accounting were also present to answer questions and hear comments. Staff rotated through answering

in-person questions, online questions, and pre-submitted questions, in an effort to provide an opportunity for as many people to participate as possible.

The following is a summary of the questions and comments received during the meeting, through pre-registration, and in follow-up emails. The dominant theme was a concern with the affordability of the staff tabled tax increase and impacts on the community.

Questions/comments were received in advance of, during and in follow-up to the meeting. Themes are listed in the order they were received.

- Affordability concerns with this level of tax increase
  - How does the City define equity, and how is it reflected in a tax increase that is unaffordable for so many?
  - This is a burden to fixed income earners, renters, small businesses, and seniors
  - Increased property taxes are passed on to renters, will impact low income people more and contribute to homelessness
  - People with modest incomes or without pensions can't afford this
  - The budget increases are not acceptable when the population is struggling to make ends meet
  - People's salaries are not going up at the proposed rates, tax increases should be in line with salary increases
- Financial supports for those who can't afford this level of tax increase
  - How many people apply for property tax relief and how much will that increase?
  - What relief programs are available from the Region of Waterloo or City of Waterloo?
  - Staff should watch for an upward trend in relief requests in the next few years
  - How can residents make extra money to cover extra tax costs?
  - Getting assistance from subsidized programs is a slippery slope as that is also funded by the taxpayer
- Climate action
  - We're already paying a federal carbon tax
  - City expenditures should be evaluated according to the impact they will have on climate change
  - Financial decisions should be informed by environmental sustainability and health impacts, not just a lowest cost approach
  - How will the TransformWR climate strategy be integrated into the budget?
  - Is there any budget to support decarbonization in the city?
  - Increased funds need to go to addressing climate change
  - If the City is concerned with climate change, staff should not use the airport for travel
  - Stop the leaf collection program to save money and retain leaf cover to help reduce carbon emissions
  - EVs are more expensive; go with regular vehicles to save money

- Capital projects
  - Bring capital project spending under control, keep projects from going over budget
- Sidewalk snow clearing
  - Pleased to see this incorporated in 2024-2026 budget following 2023 budget feedback
  - Sidewalks should be cleared by whoever owns the property
- Budget and financial process
  - A line by line analysis for savings should be conducted before an increase is considered
  - Expenditures should all pass through a filter, including whether it reduces the tax burden, and is in line with citizen wishes
  - With inflation trajectories over the past few months, why didn't you forewarn citizens on probable tax increases, bring austerity to operational expenses and curb expenses?
  - Over the last five years, what is the budget spend per citizen, and how is it trending?
  - City needs to look at best option, not the cheapest option to prevent future issues
  - What is being done to bring tax increases back in line with pre-Covid levels?
  - Budget increases should be kept at the rate of inflation
  - Budget increases related to mandatory services as per the Municipal Act and City's voluntary/discretionary spending
- Growth and development in Waterloo
  - Will the 16,000 home target be enough given current immigration levels?
  - How many of those target units will be low cost or affordable?
  - How much tax revenue has been generated from all the new homes and condos recently built?
  - As the city population has grown, has spending per citizen increased, decreased or remained flat?
  - Why were sidewalks and road expansions for growth not considered five years ago?
  - How would development fee projections for the next 15-20 years impact the budget?
- Strategic initiatives
  - Were people aware of how much these things might cost when approving the strategic plan?
  - How well do budget proposals conform to the Strategic Plan?
- Waterloo Public Library
  - What have year-over-year increases been for the library?
- Active transportation
  - What are budget allocations for road maintenance vs. active transportation infrastructure vs. public transit?
- Uptown space and programming
  - What is allocated for event and cultural programming and public space enhancements in general in this budget?

- General support for the budget
  - We wish taxes were lower, but support the increase to meet community and municipal expectations of our city – we choose the thriving, great quality of life in Waterloo and support the necessary cost to maintain our great city
  - Support for preventative care with our taxes – repairs to infrastructure, sidewalk snow clearing, climate action – rather pay small amount of extra now than postpone expenses until someone is harmed

Event time constraints did not allow for all the pre-submitted questions to be addressed, or for everyone present in-person and online to ask their questions. Staff remained following the in-person meeting and answered some inquiries. All participants who had registered with an email address received a follow-up message inviting them to email staff with additional questions, and those who had pre-submitted questions were emailed responses. Attendees also received a link to the council report, council meeting schedule and contact page, inviting them to provide additional feedback to the Mayor and Councillors and attend or tune in online to the Council meetings where budget will be discussed.

A post-event survey was sent to participants to solicit feedback on the information session format so that future events can be improved. At the conclusion of the session, several participants approached staff or posted comments in the online chat expressing appreciation for the opportunity to learn more about the City's budget and staff process.

### **Summary of budget survey (Engage Waterloo)**

The City also conducted a survey on the budget through Engage Waterloo. The survey was promoted through the same channels as the public information session, and in a follow-up message to all session attendees. The survey was open from December 11, 2023 through January 12, 2024 and received 452 responses.

Respondents self-selected their participation; the survey does not represent a random or representative sample of City residents, and should not be considered statistically valid. Respondents did not all answer every question. The information collected is still a valuable source of feedback for Council's awareness and reflection.

Residents were asked to share their thoughts on the value they get from the taxes they pay to the City of Waterloo, and satisfaction levels with how the City spends the budget:

- 239 respondents indicated they receive good value or very good value from the taxes they pay to the City of Waterloo, while 121 indicated they receive poor value and 58 very poor value.
- 147 respondents indicated they were either somewhat or very satisfied that the City of Waterloo spends its budget on things that matter most in the community, while 137 were somewhat dissatisfied and 158 were very dissatisfied.

The five services respondents were most satisfied with were parks and trails (367), Waterloo public libraries (355), fire services (352), sewer and water services (352) and sports fields (308). Write-in comments clarified that residents expressed satisfaction with a service if they used it frequently, did not have any issues with it, or felt it was a priority and adequately funded.

The five services respondents were most dissatisfied with were affordable housing (266), bicycle lanes (240), road maintenance and repair (219), bylaw enforcement (174) and snow clearance (146). Write-in comments clarified that residents expressed dissatisfaction with a service if they felt the City was not doing enough to address it, or did not believe it should be a priority. The most frequently expressed theme in survey written comments was dissatisfaction with bicycle lanes as unnecessary, underutilized, and a waste of property taxes. A few respondents noted they are dissatisfied because they are cyclists and bike lanes are not properly cleared in winter. Action on climate change was the sixth ranked service for dissatisfaction; the second most frequently expressed theme in overall written comments was that the City should not spend property taxes on climate change, but some respondents were dissatisfied because they prioritize it and feel the City is not doing enough.

Residents also had the option of responding “I don’t know” and not providing a rating. The services that were least often rated included City of Waterloo Museum (162), building permits and services (155), support for local businesses (101), action on climate change (96) and sports fields (83). Write-in comments clarified that residents generally did not rate services because they were not aware of them, did not use them, or did not know enough about them.

Residents were invited to include write-in information to provide additional information or comments. The top themes are listed here in order of the majority of comments that referred to the topic.

- Bicycle lanes
  - Bicycle lanes are unnecessary, no one uses them and we don't need more
  - Cyclists need better snow clearing in bicycle lanes
  - Trails and bike lanes are needed but shouldn't take away space from roads
  - Public transit and biking is not an option for everyone, we still need roads
- Climate change and the environment
  - Climate change initiatives should be funded at the federal level, not through property taxes
  - Climate action is important, but should not be a priority when facing such a high tax increase
  - Strengthen climate goals and put more funds towards climate change
  - Don't spend money trying to reduce CO2, Canada contributes very little to global emissions
  - New housing permits should require green buildings be net zero and have solar panels, green roofs etc.
- Affordability concerns for tax increase

- The proposed tax increases are too high and not sustainable
  - A tax increase above inflation is not acceptable
  - Salaries don't keep pace with inflation, so taxes shouldn't either
  - Now is not the time for new or expanded services
  - We won't be able to afford to stay in our home with these proposed tax increases
  - Waterloo is becoming unaffordable for those who have lived here long term, and people who want to can't afford to settle here
- Winter sidewalk snow clearing
  - Sidewalks should be kept clear in winter (sentiment shared by almost all commenters on this issue)
  - The City should not pay for something that could/should be done by property owners and good neighbours
  - People need to clear sidewalks themselves to save on taxes
  - Sidewalk clearing should be enforced by bylaw, not a service by the City
  - Paying more in taxes for the City to clear all sidewalks would be worth it
- Affordable housing
  - We need more affordable housing
  - Affordable housing can only be influenced by zoning changes and reducing development costs
  - Affordable housing should not be a City issue
- Fire services
  - Fire services should be amalgamated with Kitchener/at the regional level
  - Firefighters should not go to every emergency call with police and ambulance
  - I support the budget increase for firefighters
  - After following the Fire Master Plan, I want to see investment in Fire to protect us for the future
- Road conditions and construction
  - Potholes need to be addressed sooner, roads are in poor shape
  - Road (re)construction takes too long and is not well scheduled
  - It takes too long to plow residential streets/sometimes the plows don't come
- Capital projects
  - Staff need to do a better job reining in capital project cost escalation like RIM Park and Silver Lake
  - Make sure road construction doesn't have to be dug up again for pipes
- Waterloo Public Library
  - Libraries serve everyone
  - I don't use the library but I'm happy the service is there
  - The trend to increasing requests for charitable donations for libraries is a concern; we need to continue library support
- Recreation centres and programs
  - Continue to fund programs that everyone uses, like rec centres
  - We don't use recreation centres anymore but we support them for other families
  - Swimming lessons and pickleball are always booked, we need more

- Consider an increase in user fees to help fund activities
- Events and cultural activities
  - I've never been to the Museum but now I would like to go
  - Don't sacrifice arts and community events for tax savings
- Bylaw enforcement
  - Do more to enforce the parking, property standards and sidewalk snow clearing
  - We would have more enjoyable parks and trails if off-leash dog rules were enforced
- Suggested areas for savings or cuts
  - More proactive enforcement for all bylaws would benefit the community and generate revenue for the City
  - The leaf collection program should be cut and/or reduced
  - Amalgamate with Kitchener or the Region
  - Focus on core responsibilities, cut services and improve efficiency before raising taxes
  - Stop spending money supporting causes outside of Waterloo, and political and social issues that are not core services
  - Look at redundant roles within the City of Waterloo and maybe some other services
- General support for the budget
  - Would prefer if taxes were lower, but support all the services and changes that will be funded with this increase
  - Agree with increasing now to hopefully prevent an even bigger increase in future (pay more now instead of paying even more later)
  - The City provides good value for money, we would not have the City we do without these services
  - Maintaining what we have is important; this may require higher taxes to preserve our investment
  - Waterloo's taxes fund important services that everyone benefits from, higher taxes would be okay if they mean better services for all



**STAFF REPORT  
Legal Services**

Title: Land Acquisition of 123 Moore Avenue South  
Report Number: CORP2024-004  
Author: Christina Marina  
Council Date: January 29, 2024  
File: 190042  
Attachments: N/A  
Ward No.: Ward 7

**Recommendations:**

- 1) That CORP2024-004 be approved.
- 2) That capital funding for the acquisition, demolition and other matters incidental to the purchase of 123 Moore Avenue South in the amount of \$1,300,000, is funded from project #190042 Union-King to Moore Ave.
- 3) That the Mayor, Clerk and City Solicitor, where applicable, be authorized to execute all necessary agreements and documents required to complete the transaction for the purchase of:

**LEGAL DESCRIPTION:** Lot 10, Subdivision of Lot 15, German Company Tract, City of Waterloo (PIN 22329-0078)

**MUNICIPAL ADDRESS:** 123 Moore Avenue South, Waterloo,  
1N2J 1C4 (the "Lands");

**A. Executive Summary**

The acquisition of this parcel at 123 Moore Street will serve as a beneficial contribution to enable the Union Street East project (#190042) to proceed. Obtaining this property is essential to improve the safety and functioning of the Union and Moore Avenue intersection.



## **B. Financial Implications**

Through reports IPPW2019-034 and IPPW2020-010, Council approved the release of a total of \$368,000 in 2019 and 2020 for the procurement of an engineering consultant and completion of other design related activities. On May 31, 2021 via report IPPW2021-020, Council approved the release of an additional \$2,490,000 to complete additional engineering work, fund property acquisition and utility relocations. The current balance of project #190042 is approximately \$2.1 million and will be used to acquire 123 Moore Avenue South.

## C. Technology Implications

N/A

**D. Link to Strategic Plan**

(Strategic Priorities: Reconciliation, Equity, Accessibility, Diversity and Inclusion; Environmental Sustainability and Climate Action; Complete Community; Infrastructure and Transportation Systems; Innovation and Future-Ready)

(Guiding Principles: Equity and Inclusion; Sustainability; Integrity; Workplace Wellbeing; Community-centred; Operational Excellence)

Infrastructure and Transportation Systems - Expand and support infrastructure and transportation systems in an environmentally and fiscally sustainable manner that provides residents with resilient public infrastructure and sustainable transportation solutions.

**E. Previous Reports on this Topic**

- IPPW2021-020 - Union Street East Reconstruction (King to Moore) – In boulevard Cycling Facility Alternative and Funding Request
- IPPW2021-002 - Union Street East Reconstruction (King to Moore) Funding Request and Project Update
- IPPW2020-010 - Union Street East Reconstruction (King to Moore) Funding Request
- IPPW2019-034 - Union Street East Reconstruction (King to Moore) Funding Request



## STAFF REPORT Planning

Title: Official Plan Amendment No. 46 and Zoning By-law Amendment Z-22-17 for 309 & 311 Hawthorn Street

Report Number: IPPW2024-006

Author: Aminu Bello

Council Date: January 29, 2024

File: OPA No. 46 and Z-22-17

Attachments: Appendix A – Minutes of Informal Public Meeting  
Appendix B – Agency and Staff Comments  
Appendix C – Conceptual Site Plan  
Appendix D – Building Elevations  
Appendix E – Building Perspective  
Map 1 – Subject Site

Ward No.: Ward 6: Central-Columbia

### **Recommendations:**

1. That Council approve report IPPW2024-006.
2. That Council adopt Official Plan Amendment No. 46 pertaining to 309 & 311 Hawthorn Street in accordance with Section 6 of IPPW2024-006.
3. That Council request that the Regional Municipality of Waterloo approve Official Plan Amendment No. 46 in accordance with Section 6 of IPPW2024-006.
4. That Council approve Zoning By-law Amendment Z-22-17 pertaining to 309 & 311 Hawthorn Street in accordance with Section 6 of IPPW2024-006.

### **A. Executive Summary**

KLM Planning Partners Inc., on behalf of Qing Yuan Investments Ltd., (the “Owner” / “Applicant”) submitted Official Plan Amendment No. 46 and Zoning By-law Amendment Z-22-17 (the “Applications”) for the lands municipally known as 309 and 311 Hawthorn Street (the “Site”). The Site is currently comprised of two (2) separate lots, each containing a 1 storey single detached dwelling.

The Applicant is proposing to redevelop the Site with a 6 storey residential building containing 80 bedrooms, 215 square metres of amenity space (85 square metres indoors

## 2 Integrated Planning & Public Works

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and 130 square metres outdoors), 22 parking spaces within an enclosed structure, and 38 secured bicycle parking spaces located underground. Demolition of the existing single detached dwellings is required to redevelop the Site.

The Applicant is proposing the following:

- To amend the Official Plan (OPA 46) to create a new Specific Provision Area for the Site to increase the maximum density contemplated in the Official Plan from 250 bedrooms per hectare to 535 bedrooms per hectare.
- To amend Zoning By-law 2018-050 (Z-22-17) to establish the following site specific provisions:
  - Increase the maximum permitted density from 250 bedrooms per hectare to 535 bedrooms per hectare; and
  - That a 11.6 metre portion of structured parking may abut Hawthorn Street provided that the structured parking is screened from the street by architectural and/or landscaping elements, whereas the by-law requires structured parking to be located behind specified building floor area.
- Additional modifications recommended by staff include:
  - The holding symbol (H) shall not be removed until the Applicant submits a Stationary Noise Study, prepared by a qualified professional engineer, that demonstrates the rooftop mechanical equipment is acoustically designed to achieve all Ministry of the Environment, Conservation and Park's noise level requirements, to the satisfaction of the City;
  - The maximum number of one-bedroom units shall not exceed 35 on the lands or 63% of total bedrooms, whichever is lesser;
  - The minimum number of two-bedroom units permitted on the lands shall be 15 or 27% of the total bedrooms, whichever is lesser; and
  - The minimum number of three-bedroom units permitted on the lands shall be 5 or 9% of the total bedroom, whichever is lesser.

Based on the review of the Applications, Staff support Official Plan Amendment No. 46 and Zoning By-law Amendment Z-22-17 in accordance with Section 6 of IPPW2024-006, for reasons including:

- The Applications are consistent with the 2020 Provincial Policy Statement;
- The Applications conform to the Growth Plan for the Greater Golden Horseshoe;
- The Applications conform to the policies of the Regional Official Plan;
- The Applications meet the general intent of the policies of the City of Waterloo Official Plan;
- The recommended site-specific zoning modifications are appropriate for the Site, and will implement the Official Plan, as amended.
- The proposed development represents good planning as the intended built form is compatible with the surrounding land uses, makes efficient use of existing

### **3      Integrated Planning & Public Works**

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municipal infrastructure, and contributes to an increased supply of housing located within a Major Transit Station Area.

#### **B.      Financial Implications**

Staff are not aware of any financial implications to the City with respect to the Applications. Should the Applications be appealed, potential costs related to an Ontario Land Tribunal hearing may be incurred.

#### **C.      Technology Implications**

Staff are not aware of any technology implications to the City with respect to the Applications.

#### **D.      Link to Strategic Plan**

(Strategic Objectives: Reconciliation, Equity, Accessibility, Diversity and Inclusion; Environmental Sustainability and Climate Action; Complete Community; Infrastructure and Transportation Systems; Innovation and Future-Ready)

(Guiding Principles: Equity and Inclusion; Sustainability; Integrity; Workplace Wellbeing; Community-centred; Operational Excellence)

OPA 46 and ZBA Z-22-17 generally align with the 'Complete Community' pillar of the 2023-2026 Strategic Plan by providing opportunities for infill development to achieve a high quality of life and diverse housing options within the Northdale Neighbourhood.

#### **E.      Previous Reports on this Topic**

N/A



**Official Plan Amendment No. 46 and Zoning By-law Amendment Z-22-17 for  
309 & 311 Hawthorn Street  
IPPW2024-006**

**SECTION 1 – SUBJECT LANDS**

**Location**

309 & 311 Hawthorn Street

**Ward**

Central-Columbia (Ward 6)

**Total Lot Area**

0.15 hectares

**Owner/Applicant**

Qing Yuan Investments Ltd.

**Agent**

KLM Planning Partners Inc.

**Existing Land Use**

Two Single Detached Dwellings

**Proposed Development**

6-storey residential apartment building with 80 bedrooms (55 dwelling units), 22 parking spaces, and 38 bicycle parking spaces.



## 5 Integrated Planning & Public Works

### Public Input

The following mechanisms were used to gather feedback on these Applications:

Mechanism	Date	Outcome
Advertise Notice of Complete Application and Informal Public Meeting.	January 19, 2023	Pursuant to Subsection 36(4) of the <i>Planning Act</i> , staff advertised the proposed applications in the Waterloo Chronicle, and a letter was mailed to all property owners within 120 metres of the subject property.
Sign posted on the Site	January 20, 2023	Staff received an affidavit from the Applicant and photo verification that the sign was installed on site.
Informal Public Meeting	February 6, 2023	A meeting was held to collect initial feedback on the proposal (re: Appendix 'A'). No members of the public delegated to Council at this meeting.
Advertise Formal Public Meeting	December 21, 2023	Advertised in the Waterloo Chronicle and a letter was mailed to all property owners within 120 metres of the Site.
Formal Public Meeting	January 29, 2024	Council to consider the Applications.

### SECTION 2 – BACKGROUND

The Site is comprised of two residential lots, collectively measuring 0.15 hectares in size with a combined lot frontage of approximately 33.9 metres. The Site is located in the northeast quadrant of the Northdale neighbourhood at the terminus of Hawthorn Street. The closest major road intersection is King Street North and Hickory Street West. The immediate area currently consists of low density residential uses, and a secondary public school (Waterloo Collegiate Institute) is located to the north of the Site (see Figure 1).



Figure 1: The Site is located north of Hickory Street West and west of Spruce Street.

The Site is designated “Low Density Residential” in the City’s Official Plan and is also within Specific Provision Area 45 (Northdale Neighbourhood). This designation is intended to accommodate primarily low to mid-rise residential land uses. Intensification in areas designated Low Density Residential is to be context sensitive to the surrounding neighbourhood and maintain a low to mid-rise built form. The Official Plan contemplates a maximum density of 250 bedrooms per hectare and a maximum 6 storey building height for this Site.

The Site is zoned “(Holding) Residential Northdale 6” ((H)RN-6) in Zoning By-law 2018-050, which implements the Official Plan policy direction to allow a maximum density of 250 bedrooms per hectare and a maximum building height of 21.5 metres.

The implementing zoning for the Northdale neighbourhood imposes a Holding (H) symbol on the Site. Prior to permitting any development of the lands, the Holding (H) symbol must be removed by satisfying the following criteria (as applicable):

- Adequate municipal servicing, and transportation network and infrastructure capacity, to support the proposal;
- Record of Site Condition to address known or suspected site contamination;
- Density bonusing agreement subject to Section 37 of the Planning Act;
- Preparation of a Block Plan;
- Proposal conforms to the Region's and City's Official Plan, and Northdale Urban Design Guidelines; and
- Compliance with Provincial D-6 Guidelines.

The Applicant is not proposing to remove the Holding symbol through Zoning By-law Amendment Z-22-17. Staff are recommending a modification to the existing Holding provisions to include the requirement for a Stationary Noise Study, as discussed in Section 4.4 of this report. Staff are recommending that the Owner construct a 1.8 metre wide sidewalk along the entire frontage of the Site and abutting the flankage of 30 Hickory Street West, to establish an active transportation connection to Hickory Street – to be secured prior to the lifting of the holding (H) symbol.

### **SECTION 2 – APPLICANT PROPOSAL**

The Owner intends to demolish the existing single detached dwellings located on the Site and construct a 6 storey apartment building containing 55 dwelling units (80 bedrooms), which equates to a density of 535 bedrooms per hectare. The proposal includes 215 square metres of amenity area (85 square metres indoors and 130 square metres outdoors), 21 parking spaces located within an enclosed structure, and 38 bicycle parking spaces located underground within the proposed building (see Figure 2 below). The proposed Conceptual Site Plan, Building Elevations and Building Perspective are included as Appendices C, D and E.

To facilitate the redevelopment, the Applicant is proposing to amend the Official Plan to create a new Specific Provision Area (SPA) to increase the maximum density from 250 bedrooms per hectare to 535 bedrooms per hectare on the Site.

In addition, the Applicant is requesting an amendment to Zoning By-law 2018-050 to establish the following site specific zoning regulations:

- Increase the maximum permitted density from 250 bedrooms per hectare to 535 bedrooms per hectare; and
- That a 11.6 metre portion of structured parking may abut Hawthorn Street provided that the structured parking is screened from the street by architectural and/or landscaping elements, whereas the by-law requires structured parking to be located behind specified building floor area.



(Figure 2: Rendering of the proposed building as viewed from Hawthorn Street)

### SECTION 3 – POLICY EVALUATION

#### 3.1 Provincial Policy Statement

The 2020 Provincial Policy Statement (PPS) directs municipalities to focus growth in existing settlement areas, and to provide for an appropriate range of densities and housing options. The Site is located within a built-up area that provides opportunities to increase the supply and range of housing. The proposed development is intended as a compact built, and transit-supportive, form of intensification that optimizes its location in a Major Transit Station Area. In staff's opinion, the proposed development is consistent with relevant policies in the Provincial Policy Statement.

#### 3.2 Places to Grow for the Greater Golden Horseshoe (2019, as amended)

The Growth Plan for the Greater Golden Horseshoe (the "Growth Plan") provides a framework for managing growth, protecting resources, and promoting economic investments within the Greater Golden Horseshoe to the year 2051. In staff's opinion, the proposed development conforms to the Growth Plan for reasons including:

- The proposed development directs growth to the Built-Up Area and an area which is planned to accommodate growth through intensification;
- Represents a compact built form that is intended to efficiently use land and infrastructure, in an area with convenient access to local stores, services, and public service facilities; and

- The proposed development is within walking distance to higher-order transit being within the University of Waterloo Station Area, in addition to multiple bus routes and active transportation infrastructure, to encourage non-automobile modes of transportation.

### **3.3 Regional Official Plan**

The Site is designated “Built-up Area” on Map 3a – Urban Area of the Regional Official Plan (ROP). This designation is intended to promote efficient development patterns and reduce the need for municipal infrastructure expansion, and to support residential intensification of lands into complete communities that are walkable with a mix of employment, housing, shopping, and services.

In staff’s opinion, the proposed development conforms to the ROP.

### **3.4 City of Waterloo Official Plan**

The Site is designated “Low Density Residential” on **Schedule “A” – Land Use Plan** of the City’s Official Plan. The Site is identified as Specific Provision Area 45, which provides guidance for the redevelopment of the Northdale neighbourhood as a complete community through infill and intensification in proximity to post-secondary institutions, designated Nodes and Corridors, and Major Transit Station Areas.

The requested Official Plan Amendment (OPA 46) seeks to create a new Specific Provision Area (SPA) for the Site to increase the maximum density contemplated in the Official Plan to 535 bedrooms per hectare. Specific Provision Area 45 in Northdale contemplates a maximum density of 250 bedrooms per hectare on the Site. However, as per policy 11.1.45(14)(d), consideration may be given to an increased density in certain circumstances, to a maximum 600 bedrooms per hectare in exchange for community benefits provided through a Section 37 Agreement.

Recent legislative changes to Section 37 of the *Planning Act* removed the City’s authority to secure community benefits in exchange for density bonusing. Despite the legislative changes, it has been staff’s continued practise to refer to the criteria established in Section 12.3.1(6) of the Official Plan in relation to proposals to increase density, as the policies represent principles of good planning in the local context.

The proposal includes community benefits in the form of a mixture of dwelling unit sizes (1, 2 and 3 bedroom units), and enhancements to the City’s active transportation network through the construction of a new 1.8 metre wide sidewalk along Hawthorn Street. Staff are recommending that the sidewalk extend to Hickory Street West, along the entire frontage of the Site and abutting the flankage of 30 Hickory Street West; the new sidewalk to be secured prior to the lifting of the holding (H) symbol. The mix of dwelling units to accommodate a diverse range of household sizes aligns with Official Plan Policy 11.1.45(14)(e). Staff recommends implementing a site-specific provision to

secure the proposed mix of dwelling units (i.e., 1, 2 and 3 bedroom units, as further discussed in Section 4).

Section 12.3.1(6) of the Official Plan is also considered when evaluating whether a requested increase in density is appropriate – summarized as:

- a.) Is the site suitable for the proposed density and/or height in terms of parking, landscaping, and other site-specific requirements.
- b.) Is the proposed increase in density and/or height compatible with the planned scale and character of the surrounding neighbourhood and will it have minimal impact on the neighbouring land uses.
- c.) Are community services, infrastructure and transportation impacts adequately addressed, if applicable.

In staff's opinion, the proposed increase in density is appropriate based on the above-noted criteria set out in Section 12.3.1(6) of the Official Plan. The proposal should provide a sufficient number of parking spaces to support the proposed 55 dwelling units in this location. It is staff's opinion that the proposed built form is appropriate. In this location, the proposed zoning amendment for structured parking can be supported subject to high quality screening from the street by architectural treatments and landscaping elements, to be secured through Site Plan Control. The Applicant is providing nearly double the amount of bicycle parking as required by the By-law, to foster active transportation by future residents.

The proposed built form conforms to the maximum 6 storey building height and planned neighbourhood structure for the Northdale neighbourhood. The proposal intends to achieve the planned neighbourhood structure through intensification. Note section 11.1.45.NS.1 of the Official Plan provides direction that single detached dwellings shall no longer be the predominant form of housing in Northdale and new developments shall favour more intensive housing forms. The proposal meets the intent of this Official Plan policy objective.

The Applicant submitted technical studies that appropriately demonstrate adequate servicing infrastructure is available and the current road network is capable of supporting the proposed development. Specifically, the submitted Traffic Impact Study prepared by WSP Canada Inc. dated October 5, 2022 concludes that the vehicle traffic impacts are anticipated to be minimal with an additional 11 vehicle weekday p.m. peak hour trips (7 inbound and 4 outbound) generated by the proposed development. The Traffic Impact Study does not anticipate that any vehicular traffic improvements are required to support the proposal. A new sidewalk is required, as previously discussed, to support active transportation.

The submitted Functional Servicing Report prepared by T.Y. Lin International Canada Inc. dated June 2023, confirms that upsizing to municipal servicing infrastructure is not anticipated, and adequate capacity is available to support the redevelopment.

It is Staff's opinion that the proposal maintains a reasonable balance between density, built form / urban design, and compatibility, to conform to relevant Official Plan policies for increased density on the Site.

### **SECTION 4 – ZONING BY-LAW AMENDMENT REQUEST**

The Site is zoned “(Holding) Residential Northdale 6” ((H) RN-6). The RN-6 zone permits multi-unit residential buildings (including apartments) to a maximum building height of 21.5 metres.

To facilitate the proposed 6 storey multi-unit residential building, the Applicant has requested the following site-specific amendments to Zoning By-law 2018-050:

- Increase the maximum permitted density from 250 bedrooms per hectare to 535 bedrooms per hectare; and
- That a 11.6 metre portion of structured parking may abut Hawthorn Street provided that the structured parking is screened from the street by architectural and/or landscaping elements, whereas the by-law requires structured parking to be located behind specified building floor area.

Additional zoning provisions are recommended by staff as described in further detail below, in addition to the Applicant requested zone modifications.

#### **4.1 Density**

The RN-6 zone permits a maximum density of 250 bedrooms per hectare. While the Official Plan contemplates a maximum density of 250 bedrooms per hectare, the Official Plan allows for consideration of an increased density to a maximum of 600 bedrooms per hectare in “Low Density Residential” areas in Northdale, subject to an Official Plan Amendment and meeting specific evaluation criteria.

The Applicant has requested an Official Plan Amendment to increase the density of the Site to 535 bedrooms per hectare. The proposed density is less than the uppermost maximum density of 600 bedrooms per hectare contemplated in the Official Plan as per Policy 11.1.45(14)(d).

The proposed building design maintains the intended built form for the Site by keeping within the maximum building height requirement, in addition to the required street line setbacks along Hawthorn Street.

Staff do not object to the Applicant's request to increase the maximum permitted density in Zoning By-law 2018-050 for the Site, from 250 bedrooms per hectare to 535 bedrooms per hectare, as set out in Section 6.

### 4.2 Structured Parking

The Residential Northdale 6 (RN6) zone requires that structured parking be located entirely behind the building floor area devoted to uses permitted on the first storey. The intent of this structured parking requirement is, in part, to reduce the visual impact of parking from the street, to enhance the public realm, and achieve a pedestrian oriented streetscape.

While the development concept proposes primary uses at grade for the majority of the front building façade, a portion of the at grade front building façade, being 11.6 metres in width, is dedicated to structured parking (comprising of 5.5 metre parking stall length and 6.1 driveway width). The parking is intended to be screened from public view by landscaping and architectural treatments. In addition, two building entrances are proposed at grade to encourage street level pedestrian activity.

Staff do not object to the proposed amendment to the structured parking regulation of the RN-6 zone, in this location.

### 4.3 Mix of Dwelling Unit Types

The proposed 6-storey building is designed to provide a mix of dwelling unit types that includes: 10 studios (18%); 25 one bedroom plus den (45%); 10 two bedrooms (18%); 5 two bedroom plus den (9%); and 5 three bedroom units (9%), to offer a range of housing options, as encouraged in Official Plan Policy 11.1.45(14)(e). Approximately 18% of the proposed dwelling units are intended to be accessible.

The recommended increased density enables the Owner to offer a mix of dwelling unit types. Staff recommends the following site-specific zoning provisions be applied, to secure this community benefit in exchange for an increase in density on the Site:

- The maximum number of studio and one-BEDROOM units combined shall not exceed 35 on the lands or 63% of total BEDROOMS, whichever is less;
- The minimum number of two-BEDROOM units permitted on the lands shall be 15 or 27% of the total BEDROOMS, whichever is less; and,
- The minimum number of three-BEDROOM units permitted on the lands shall be 5 or 9% of the total BEDROOMS, whichever is less.

The site-specific provisions recommended by staff are intended to achieve positive community benefits by increasing the housing supply that can accommodate larger households.

## 4.4 Holding Provision

The implementing Zoning By-law for the Northdale neighbourhood applies a holding (H) symbol to the Site. The holding (H) symbol must be removed prior to the development of the lands. A number of criteria must be satisfied in order to remove the holding (H) symbol, which includes the following:

- Verification of sufficient servicing capacity (water, sanitary, and stormwater) to fully service the LOT and development thereon.
- Verification of sufficient transportation capacity and transportation infrastructure within the surrounding road network affected by the development and or use of the LOT.
- For known or suspected contaminated sites as identified by the REGION, verification from the REGION and or the Province of Ontario that the owner has completed a Record of Site Condition.
- Where an increase in BUILDING density is proposed pursuant to Section 37 of the PLANNING ACT, the completion and registration of an agreement pursuant to subsections 37.3 and 37.4 of the PLANNING ACT between the owner and the CITY.
- A Block Plan has been prepared in accordance with the Block Plan policies of the OFFICIAL PLAN for the Northdale Neighbourhood Specific Provision Area, where applicable.
- Verification through an urban design brief that the LOT and development thereon will conform to: (i.) the OFFICIAL PLAN; (ii.) the REGION'S Official Plan; and (iii.) the CITY'S Urban Design Manual in effect, including the Northdale Urban Design Guidelines.
- Demonstrate compliance with the Provincial D-6 Guideline “Compatibility Between Industrial Facilities and Sensitive Land Uses” where there are potential land use compatibility issues associated with existing and or planned industrial uses operating in proximity to residential or other sensitive land uses.

Staff note that the proposal includes a mechanical penthouse located on the roof of the proposed 6 storey building. Staff recommends that the Holding provisions be expanded to include a Stationary Noise Study to ensure potential noise impacts on sensitive uses are minimized and/or mitigated.

A separate Zoning By-law Amendment application will be required to remove the holding (H) symbol and may be considered prior to or concurrent with the Applicant's submission of a Site Plan application.

### **SECTION 5 – CONCLUSION**

Based on the review of the Applications, Staff supports Official Plan Amendment 46 and Zoning By-law Amendment Z-22-17 in accordance with Section 6 of IPPW2024-006, for reasons including:

- The Applications are consistent with the 2020 Provincial Policy Statement;
- The Applications conform to the Growth Plan for the Greater Golden Horseshoe;
- The Applications conform to the policies of the Regional Official Plan;
- The Applications meet the general intent of the policies of the City of Waterloo Official Plan;
- The recommended site-specific zoning modifications are appropriate for the Site, and will implement the Official Plan, as amended.
- The proposed development represents good planning as the intended built form is compatible with the surrounding land uses, makes efficient use of existing municipal infrastructure, and contributes to an increased supply of housing located within a Major Transit Station Area.

### **SECTION 6 – RECOMMENDATIONS**

- A. That report IPPW2024-006 be approved.
- B. That Official Plan Amendment No. 46 be adopted as follows:
  1. Amendment No. 46 to the City of Waterloo Official Plan applies to the lands municipally known as 309 and 311 Hawthorn Street, identified on Map 1 as 'Subject Lands'.
  2. That Schedule A6 (Specific Provision Areas) be amended by adding "SPA 82" to the Subject Lands.
  3. That Section 11.1.82 be added to the Official Plan as a Specific Provision Area, as follows:

#### **11.1.82 Specific Provision Area 82 (309 and 311 Hawthorn Street)**

- (1) Specific Provision Area 82 ("SPA 82") applies to the lands municipally known as 309 and 311 Hawthorn Street, shown as "SPA 82" on Schedule A6 (Specific Provision Areas) to the Official Plan (the "Lands").

(2) Notwithstanding anything to the contrary in this Plan, the implementing zoning by-law for the Lands may permit a maximum density of 535 bedrooms per hectare.

C. That Council request that the Regional Municipality of Waterloo approve Official Plan Amendment No. 46.

D. That Council approve Zoning By-law Amendment Z-22-17, for the lands known municipally as 309 and 311 Hawthorn Street (the “Lands”), as follows:

1. That Zoning By-law 2018-050 is hereby amended by adding Exemption “C258” to Schedule C1 (Site Specific Zoning) of said By-law 2018-050, for the Lands.
2. That Zoning By-law 2018-050 is hereby amended by adding Exemption “C258” to Schedule C (Site Specific Zoning) of said By-law 2018-050, for the Lands, as follows:
  - a.) Density (maximum): 535 bedrooms per hectare;
  - b.) STRUCTURED PARKING:
    - i. Notwithstanding anything to the contrary, 5.5 metres of STRUCTURED PARKING shall be permitted to not be located behind BUILDING FLOOR AREA, provided it is screened from view of Hawthorn Street.
    - ii. Notwithstanding anything to the contrary, the 5.5 metres specified in 2.b.).i.) above plus a 6.1 metre driveway may comprise 11.6 metres of the FRONT YARD BUILDING FAÇADE LENGTH.
  - c.) For the Lands, regulation 7.11.17 h.) is added to the BY-LAW as follows:

Completion of a Stationary Noise Study, prepared by a qualified professional engineer, that demonstrates stationary noise sources including rooftop mechanical equipment are acoustically designed to achieve all Ministry of the Environment, Conservation and Parks noise level requirements.

d.) Notwithstanding anything to the contrary:

- i. the maximum number of studio and one-bedroom units combined shall not exceed 35 on the lands or 63% of total bedrooms, whichever is lesser;
- ii. the minimum number of two-bedroom units permitted on the lands shall be 15 or 27% of the total bedrooms, whichever is lesser; and
- iii. the minimum number of three-bedroom units permitted on the lands shall be 5 or 9% of the total bedrooms, whichever is lesser.

Prepared by:

Aminu Bello, MCIP RPP  
Senior Development Planner  
Planning Division  
City of Waterloo  
519.514.0224  
aminu.bello@waterloo.ca

### Appendix A – Minutes of Informal Meeting

**Date:** February 6, 2023

**Title:** Official Plan Amendment No. 46 & Zoning By-law Amendment Z-22-17 by Qing Yuan Investments Ltd., 309 and 311 Hawthorn Street

**Prepared by:** Rita Szilock

**Ward No.:** Ward 6 Central – Columbia

Council meeting start. (Time 2:00 p.m.)

Council meeting recessed: (Time: 4:18 p.m.)

Council meeting reconvened: (Time: 6:33 p.m.)

Mayor McCabe joined the meeting. (Time: 7:06 p.m.)

Rita Szilock gave a presentation outlining the proposed application. She then responded to questions of Council.

Marshall Smith, Associate, KLM Planning Partners Inc. gave a presentation further detailing the proposed application, providing some additional context to the development. He then responded to questions of Council. Mark Dykstra responded to questions of Council.

As no one else was present to speak to the application, the Chair concluded the Informal Public Meeting and indicated that staff will review the issues and report back to Council at a later date.

### Appendix B – Agency and Staff Comments

#### No Comments

Waterloo Fire Rescue – Fire Prevention Division  
City of Waterloo – Building Standards  
City of Waterloo – Economic Development  
Municipal Property Assessment Corporation (MPAC)

#### City of Waterloo Staff Comments

##### Engineering:

1. Staff are satisfied that sufficient municipal servicing capacity (water, sanitary and storm) is available to accommodate the proposed development. The sanitary sewer (University Trunk System) located downstream of the Site has available capacity to support the development, as such no potential negative impacts to the municipal system are anticipated post-development.
2. Engineering has no concerns with the proposal at this time and support the zone change application.

##### Transportation

Transportation Services staff request a 1.8 metre wide sidewalk is installed along the site frontage that is offset 0.3 metres from the property line.

Staff advise that LSU vehicle must be used on site for waste collection after occupancy, as per the Traffic Impact Study recommendation. Curb-side pick-up or use of the municipal right-of-way is not permitted.

#### Waterloo Catholic District School Board (summarized)

That any Education Development Charges shall be collected prior to the issuance of a building permit(s).

The School Board advised staff of standard wording to be included in the future site plan agreement / condominium. Bus operators will not travel on private roads for student pickup and drop off, but at congregated bus pick-up points.

### **Waterloo Region District School Board (WRDSB)**

The subject lands are within the boundaries of the following WRDSB schools, and currently exhibit student accommodate pressures:

- Winston Churchill PS (Junior Kindergarten to Grade 6);
- MacGregor PS (Grade 7 to Grade 8); and
- Waterloo CI (Grade 9 to Grade 12).

The [WRDSB's 2020-2030 Long-Term Accommodation Plan](#) (LTAP) projects long-term overutilization at these facilities. The LTAP does not incorporate student yield projections resulting from the development of the subject lands. Interim student accommodation measures, including portable classrooms, may be required until an alternative accommodation solution is in place. Alternatively, the WRDSB may conduct a boundary study or designate this property as a "Development Area" and assign it to Holding Schools before occupancy or sales.

### **Student Transportation**

The WRDSB supports active transportation, it is requested that pedestrians be considered in the review of all development applications to enhance safety and connectivity.

Traffic on Hazel Street has been an ongoing issue. The pathways from Hazel Street and Hickory Street to the school site are important access routes for students, and it is imperative that these remain accessible and unencumbered throughout the construction process. We request that the City consider limiting construction vehicle traffic on Hazel Street and Hickory Street during arrival and dismissal times to ensure that active transportation routes are maintained for students walking to and from school.

### **School Site Use**

The increased density of development in the Northdale neighbourhood in recent years has led to issues with unsanctioned use of the WRDSB's WCI property during school hours. There is a lack of green space in the area, and there are concerns that more applications with increased density will further exacerbate the situation. Further to this, the school's parking facilities are being increasingly occupied by residents in the area who may not have access to affordable parking on site. School staff are calling for tow trucks almost daily, putting unnecessary strain on WRDSB resources.

### **Fencing**

The WRDSB requests that solid and secure construction fencing be installed throughout the duration of construction. It is further requested that as part of site plan approval, a privacy fence be installed at the expense of the developer and to the WRDSB's specifications. The fence should have no access points to the school site.

**Shadows**

The WRDSB has reviewed the shadow study provided within this circulation to determine the impacts of the development on the school's playfield. There are newly planted trees in the area adjacent to the development and the impact on this area of the field was assessed. The WRDSB may request that the developer replace the trees, should construction impact that area of the school site. Otherwise, the WRDSB does not see any glaring issues and/or impact on turf grass photosynthesis / general safety perspective based on the provided shadow modelling.

**Education Development Charges**

Please be advised that any development on the subject lands is subject to the provisions of the [WRDSB's Education Development Charges By-law, 2021, amended in 2022](#) or any successor thereof and may require the payment of Education Development Charges for these developments prior to issuance of a building permit.

**Region of Waterloo Comments (summarized)**

Region staff have no objection to the proposed OPA and ZBA applications.

Region staff have no concerns with the proposed water servicing and are satisfied with the revised Functional Servicing Report prepared by T.Y. Lin International Canada Inc. dated June 2023.

The proposed residential development aims to make efficient use of urban parcels to create more residential density in this area. The subject property is identified as Built-Up Area in the Growth Plan, with good access to transit and public service facilities, therefore the proposal aligns with the policy direction of the Provincial Policy Statement and Provincial Growth Plan.

**Regional Official Plan**

The subject lands are designated Built-Up Area in the Regional Official Plan (ROP), which permits a full range of urban uses. The Region supports intensification and redevelopment in Built-Up Areas provided the proposal satisfies the general and any applicable specific ROP policies and Regional guidelines.

**Stationary Noise**

Region staff note that a mechanical penthouse is located on roof of the proposed 6 storey building (i.e. stationary noise source). Region staff recommend that a Holding Provision be implemented until a stationary noise study demonstrates potential noise impacts onto sensitive uses are minimized and/or mitigated.

**Hydrogeology and Water Programs**

A Salt Management Plan will be required at the Site Plan Control application stage. The proponent is encouraged to incorporate design consideration relating to salt management, such as cold weather stormwater flow, minimizing the transport of

meltwater across parking lots or driveways, and locating snow storage areas on impervious (i.e. paved) surfaces.

The proponent is eligible for certification under the Smart About Salt™ program for this property. The completion of the Salt Management Plan is one part of the program.

### Housing Services

The Region supports the provision of a full range of housing options, including affordable housing. Should this development application move forward, staff recommend that the Applicant consider providing a number of affordable housing units on the site, as defined in the Regional Official Plan. Rent levels and house prices that are considered affordable according to the Regional Official Plan are provided below in the section on affordability.

In order for affordable housing to fulfill its purpose of being affordable to those who require rents or purchase prices lower than the regular market provides, a mechanism should be in place to ensure the units remain affordable and establish income levels of the households who can rent or own the homes.

Staff further recommend meeting with Housing Services to discuss the proposal in more detail and to explore opportunities for partnerships or programs and mechanisms to support a defined level of affordability

### Affordability

For the purposes of evaluating the affordability of an ownership unit, based on the definition in the Regional Official Plan, the purchase price is compared to the least expensive of:

Housing for which the purchase price results in annual accommodation costs which do not exceed 30 percent of gross annual household income for low and moderate income households	\$385,500
Housing for which the purchase price is at least 10 percent below the average purchase price of a resale unit in the regional market area	\$576,347

\*Based on the most recent information available from the PPS Housing Tables (2021).

In order for an owned unit to be deemed affordable, the maximum affordable house price is \$385,500.

For the purposes of evaluating the affordability of a rental unit, based on the definition of affordable housing in the Regional Official Plan, the average rent is compared to *the least expensive of*.

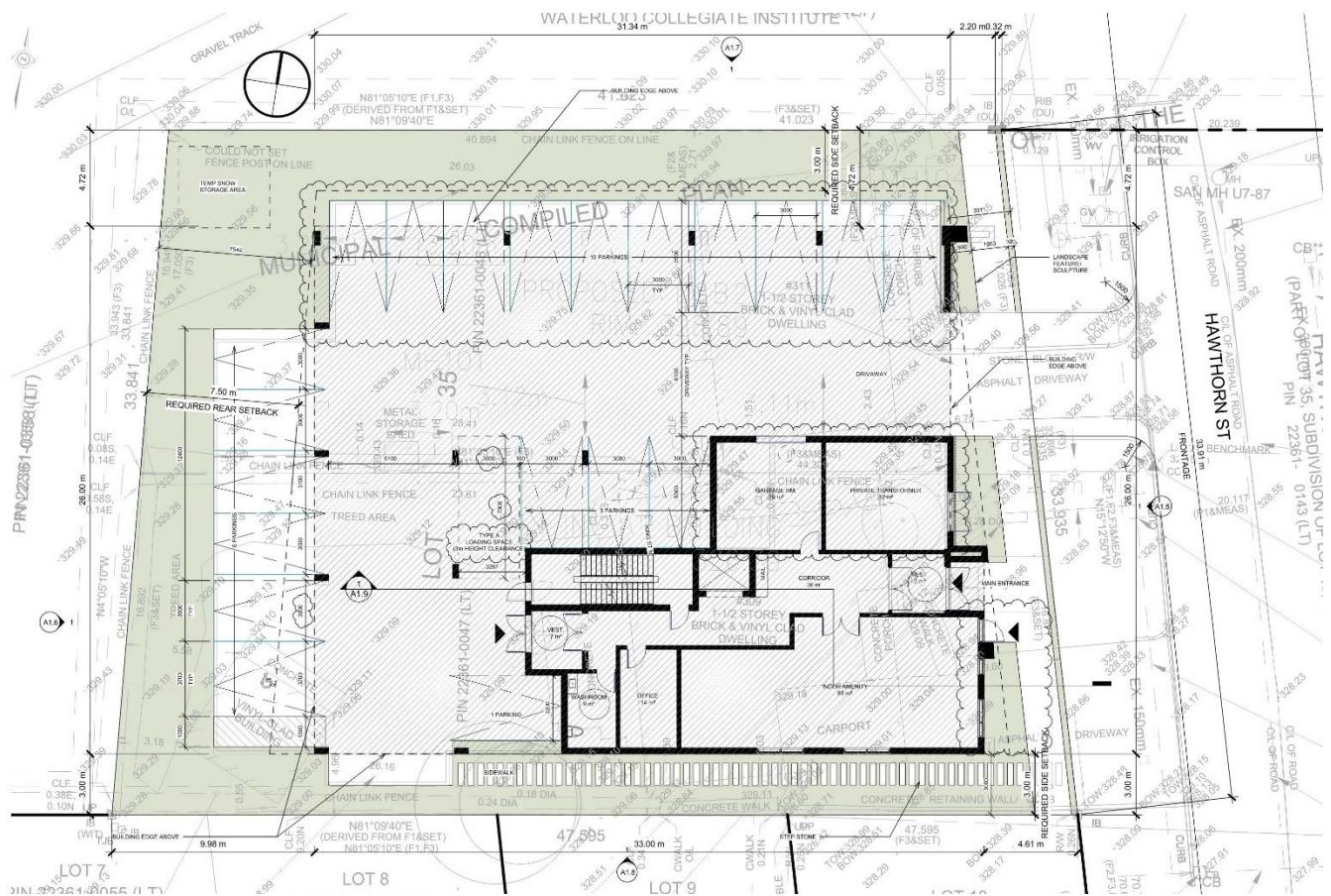
A unit for which the rent does not exceed 30 per cent of the gross annual household income for low and moderate income renter households	\$1,470
A unit for which the rent is at or below the average market rent (AMR) in the regional market area	Bachelor: \$950 1-Bedroom: \$1,134 2-Bedroom: \$1,356 3 Bedroom: \$1,538 4+ Bedroom: \$3,997

In order for a rental unit to be deemed affordable, the average rent for the proposed units which have fewer than 3 bedrooms must be at or below the average market rent in the regional market area as shown above. For proposed units with three or more bedrooms, the average rent for the units must be below \$1,470.

#### **Enova Power**

Enova Power has no objections to the proposed OPA and ZBA application, and advise that the proposed building shall be designed to comply with the space requirements outlined in Section 5.4 of the Enova Technical Guidelines for Electrical Services Over 400 Amperes.

## Appendix C – Conceptual Site Plan



Appendix D – Building Elevations



## Appendix D – Building Elevations (Continued)

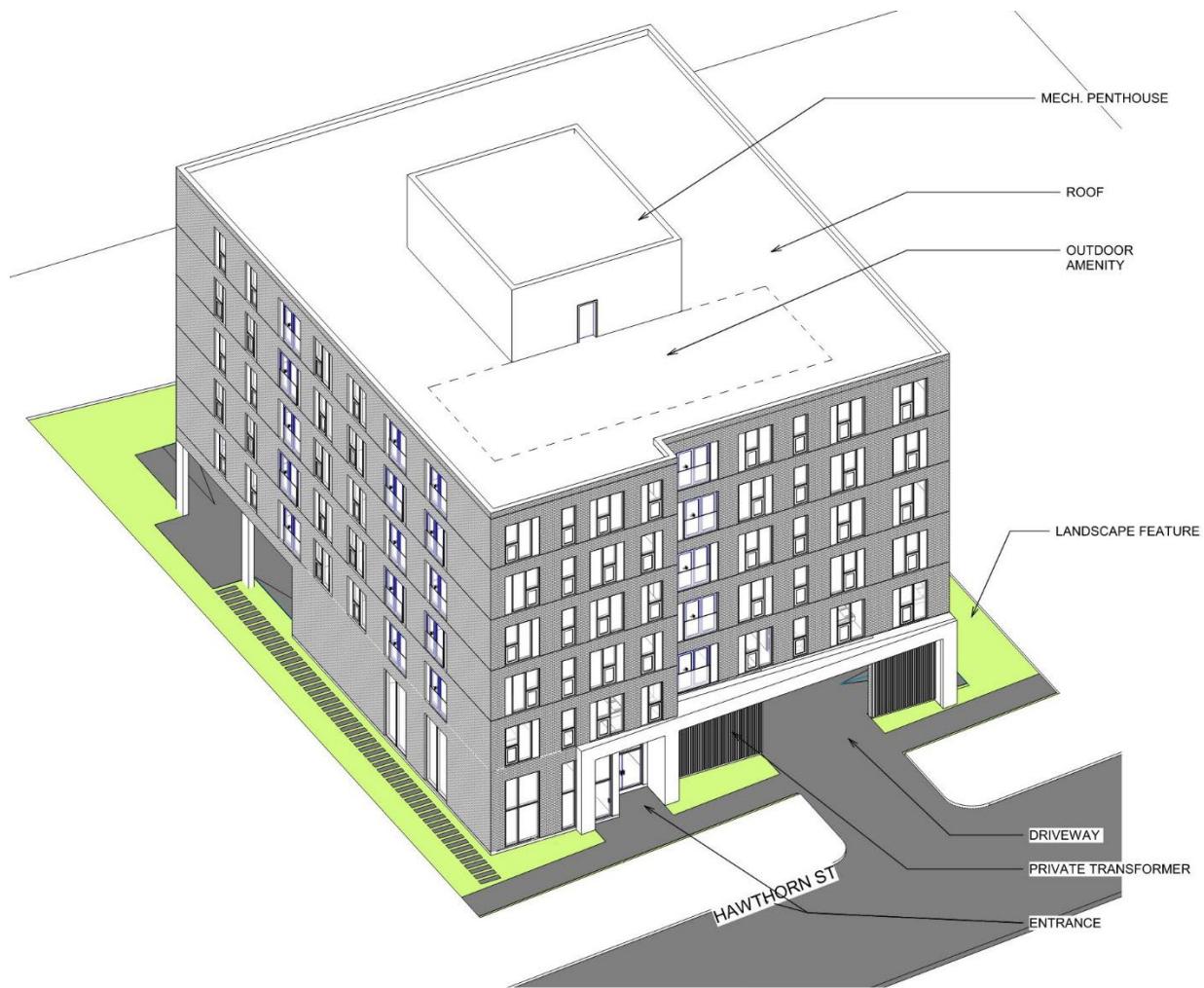


① NORTH ELEVATION  
1 : 100



① SOUTH ELEVATION  
1 : 100

**Appendix E – Building Perspective**



**MAP 1 – SUBJECT SITE**