



THIS MEETING WILL BE WEBCAST ON THE [CITY'S PUBLIC YOUTUBE SITE](#)
(CITYWATERLOO) AND MAY BE TELECAST ON PUBLIC TELEVISION



COUNCIL MEETING AGENDA

Monday, September 8, 2025
Closed Meeting: 2:00 PM
Public Meeting: 3:00 PM

Councillor Bodaly 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) personal matters about an identifiable individual, including municipal or local board employees (Potential Disposition of Lands)
- b) advice that is subject to solicitor-client privilege, including communications necessary for that purpose (Claims Update, Potential Disposition of Lands);
- c) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (Claims Update, Potential Disposition of Lands); and
- d) a proposed or pending acquisition or disposition of land by the municipality or local board (Potential Disposition of Lands).

**COUNCIL MEETING WILL RECESS AND
RECONVENE AT 3:00 PM**

- 3. TERRITORIAL ACKNOWLEDGEMENT**
- 4. MOMENT OF REFLECTION**
- 5. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**
- 6. APPROVAL OF MINUTES**

That the previous meeting minutes be approved.

a) June 9, 2025 – Council Meeting **Page 8**

Recommendation:

That the minutes of the Council meeting held on June 9, 2025 be approved as printed.

b) June 16, 2025 – Council Meeting **Page 14**

Recommendation:

That the minutes of the Council meeting held on June 16, 2025 be approved as printed.

c) June 23, 2025 – Council Meeting **Page 28**

Recommendation:

That the minutes of the Council meeting held on June 23, 2025 be approved as printed.

d) July 14, 2025 – Council Meeting **Page 46**

Recommendation:

That the minutes of the Council meeting held on July 14, 2025 be approved as printed.

- 7. DELEGATIONS**

a) Sustainable Waterloo Region
Tova Davidson, Executive Director, Sustainable Waterloo Region

- 8. CONSENT MOTION**

That consent motion item (a) be approved.

a) Title: **Fireworks By-law Amendment**
Report No.: COM2025-021
Prepared By: Grant Curlew

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Recommendation:

1. That Council approve report COM2025-021.
2. That Council approve amendments to the Fireworks By-law #2025-030.

9. ITEMS REMOVED FROM THE CONSENT MOTION

10. STAFF REPORTS

a) Title: **HAF Sugarbush South Corridor Expansion Initiative – Draft Official Plan Amendment, Zoning By-law Amendment and Urban Design Guidelines**
Report No.: IPPW2025-036
Prepared By: Brenna MacKinnon

Presentation: Richard Kelly-Ruetz, Senior Planner, GSP Group

REPORT TO FOLLOW

b) Title: **Lexington Road Complete Streets Study**
Report No.: IPPW2025-033
Prepared By: Chris Hodgson

Presentation: Christopher Hodgson

Delegation:

1. Vincent Russo and Jovana Russo, Residents of Waterloo

Recommendation:

1. That Report IPPW2025-033 be approved.
2. That the Preferred Plan contained in Report IPPW2025-033 for Lexington Road be approved.

3. That Staff be authorized to progress the plan to detailed design phase to meet the timelines of the Federal Active Transportation Fund program.

c) **Title:** [Multi-Unit Residential Acquisition Pilot Program \(MURA\)](#) **Page 67**

Report No.: IPPW2025-048

Prepared By: Adam Zufferli and Douglas Stewart

Presentation: Adam Zufferli and Douglas Stewart

Recommendation:

1. That Council approve IPPW2025-048.
2. That Council approve the Multi-Unit Residential Acquisition Pilot Program, attached as Appendix 'A' to IPPW2025-048.
3. That Council direct staff to develop and publish the implementation materials for the Multi-Unit Residential Acquisition Pilot Program.

11. PUBLIC MEETINGS

Formal Public Meeting

a) **Title:** [Zoning By-law Amendment Z-25-07, 380 Hagey Boulevard](#) **Page 109**

Report No.: IPPW2025-053

Prepared By: Kaitlyn Bisch

Ward No.: 6 – Central Columbia

Presentation: Kaitlyn Bisch

Delegations:

1. Adam Layton, Associate Principal, Goldberg Group

Recommendation:

1. That council approve report IPPW2025-053
2. That Council approve Zoning By-law Amendment Z-25-07, 380 Hagey Boulevard, in accordance with Section 7 of staff report IPPW2025-053

COUNCIL MEETING WILL RECESS AND RECONVENE AT 6:30 PM

12. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

13. PUBLIC MEETINGS continued

Formal Public Meeting

b) Title: [**Official Plan Amendment 52,
Zoning By-law Amendment Z-24-03,
177-179 Albert Street, 14688210 Canada Inc.**](#) **Page 132**

Report No.: IPPW2025-025

Prepared By: Max Kerrigan

Ward No.: 7-Uptown Ward

Presentation: Max Kerrigan

Delegations:

1. Pierre Chauvin, Partner, MHBC Planning
Kate Wills, Associate, MHBC Planning

Recommendation:

1. That Council approve report IPPW2025-025.
2. That Council approve Official Plan Amendment 52 (OPA 52), 177-179 Albert Street, in accordance with Section 7 of report IPPW2025-025.
3. That Council approve Zoning By-law Amendment Z-24-03, 177-179 Albert Street, in accordance with Section 7 of report IPPW2025-025.

c) Title: [**Zoning By-law Amendment Z-24-17
for 137 & 141 Woolwich Street**](#) **Page 177**

Report No.: IPPW2025-051

Prepared By: Aminu Bello

Ward No.: Southeast, Ward 5

Presentation: Aminu Bello

Delegations:

1. Michael Witmer, Senior Planner, GSP Group
2. Naz Rahimi-Mirzaagha, Resident of Waterloo
3. Saba Mirzaagha, Resident of Waterloo
4. Abhijit Shukla and Falguni Shukla, Residents of Waterloo
5. Kerry Church, Resident of Waterloo
6. Kim Cyr, Resident of Waterloo

Recommendation:

1. That Council approve report IPPW2025-051.
2. That Council approve Zoning By-law Amendment Z-24-17, 1000686403 Ontario Ltd. (Opulence Homes), for lands municipally known as 137 and 141 Woolwich Street, in accordance with Section 7 of Staff Report IPPW2025-051.

14. CONSIDERATION OF NOTICE OF MOTION GIVEN AT PREVIOUS MEETING

None

15. NOTICE OF MOTION

None

16. COMMUNICATIONS AND CORRESPONDENCE

None

17. UNFINISHED BUSINESS

None

18. QUESTIONS

19. NEW BUSINESS

20. 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 2025-054 and that the Mayor and Clerk be authorized to sign them accordingly.

- a) By-law to Amend City of Waterloo By-law #2025-030 (COM2025-021, Council September 8, 2025)
- b) By-Law to Amend By-law No. 2018-050, being a Zoning By-law Controlling Land Use Development within the City of Waterloo for 137 and 141 Woolwich Street (IPPW2025-051, Council September 8, 2025)
- c) By-law to confirm all actions and proceedings of Council, September 8, 2025

21. ADJOURNMENT



A meeting of the Council of The Corporation of the City of Waterloo was held on June 9, 2025 at 2:07 p.m. The meeting was reconvened on June 9, 2025 at 6:31 p.m. in the Council Chambers, 100 Regina Street South, Waterloo, Ontario and streamed live via YouTube.



COUNCIL MEETING MINUTES – DRAFT

Monday, June 9, 2025
Closed Meeting: 2:07 PM
Public Meeting: 6:31 PM

PRESENT: Mayor Dorothy McCabe, Councillor Sandra Hanmer, Councillor Royce Bodaly, Councillor Hans Roach, Councillor Diane Freeman, Councillor Jen Vasic, Councillor Mary Lou Roe, Councillor Julie Wright

Councillor Hanmer in the Chair

1. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

No disclosure of pecuniary interest was declared by any member of Council at this point in the meeting.

2. CLOSED MEETING

Moved by Councillor Roe, Seconded by Councillor Hanmer:

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

- a) educating or training the members and discussion will not deal with any matter in a way that materially advances the business or decision-making of the council, local board or committee (Council Orientation – accessibility).

Carried Unanimously

Council meeting recessed:

(Time: 2:07 p.m.)

Council meeting reconvened:

(Time: 6:31 p.m.)

PRESENT: Mayor Dorothy McCabe, Councillor Royce Bodaly (Time: 6:33 p.m.), Councillor Hans Roach, Councillor Diane Freeman, Councillor Jen Vasic (Time: 6:33 p.m.), Councillor Mary Lou Roe, Councillor Julie Wright

ABSENT: Councillor Sandra Hanmer

Mayor McCabe in the Chair

3. TERRITORIAL ACKNOWLEDGEMENT

Mayor McCabe opened the meeting with the following Territorial Acknowledgement:

We would like to begin by acknowledging that the land on which we gather (land on which we are broadcasting from) today is the land traditionally cared for by the Haudenosaunee, Anishinaabe and Chonnontan People. We also acknowledge the enduring presence and deep traditional knowledge and philosophies of the Indigenous People with whom we share this land today.

4. MOMENT OF REFLECTION

Mayor McCabe provided Council with a moment of reflection.

At the beginning of this Council meeting, we pause to think about the needs of our community. May we show wisdom and compassion in all our decisions.

5. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

No disclosure of pecuniary interest was declared by any member of Council at this point in the meeting.

6. APPROVAL OF MINUTES

That the previous meeting minutes be approved.

a) May 5, 2025 – Council Meeting

Moved by Councillor Freeman, Seconded by Councillor Wright:

That the minutes of the Council meeting held on May 5, 2025 be approved as printed.

Carried Unanimously

b) May 12, 2025 – Council Meeting

Moved by Councillor Freeman, Seconded by Councillor Wright:

That the minutes of the Council meeting held on May 12, 2025 be approved as printed.

Carried Unanimously

7. STAFF REPORTS

a) Title: **Kitchener-Waterloo Siskins 2025/26 License Renewal**
Report No.: COM2025-013
Prepared By: Jillian Fleming

Moved by Councillor Roe, Seconded by Councillor Roach:

1. That Council approve report COM2025-013.
2. That Council direct staff to formalize a license renewal for 2025-2026 with the Kitchener-Waterloo Siskins Jr B Hockey Club, per report COM2025-013.
3. That the Mayor and City Clerk be authorized to sign the Kitchener-Waterloo Siskins Jr. 'B' Hockey Club 2025 – 2026 License Renewal, any related documents and associated extensions in a form to be approved by the City Solicitor.

Carried Unanimously

Councillor Vasic joined the meeting.

(Time: 6:33 p.m.)

Councillor Bodaly joined the meeting.

(Time: 6:33 p.m.)

b) Title: **Carnegie Library- Museum Use – Feasibility Study Update**
Report No.: COM2025-014
Prepared By: Karen VandenBrink, Heather Liddycoat

Heather Liddycoat and Karen VandenBrink responded to questions of Council.

Moved by Councillor Freeman, Seconded by Councillor Roach:

1. That Council approve report COM2025-014.

2. That Council direct staff to proceed with issuing an RFP for consulting services to complete the detail design work for the Carnegie Library – Museum Use Renovation Project, funded through the previously approved 2019 capital budget.
3. That Council direct staff to pursue any relevant grant opportunities over the next 2 years to support the project work, which would be brought back to Council for approval if applicable, in accordance with the City's grant policy.
4. That Council approve the release of 2025 non-routine funding in the amount of \$930,000, funded from the Capital Reserve Fund as approved in the 2024-2026 Capital Budget (ref# 209).

Carried Unanimously

8. PUBLIC MEETINGS

Formal Public Meeting

a) Title: **Official Plan Amendment 59 and
Zoning By-law Amendment Z-24-15,
TJMT Enterprise Ltd., 354 King Street North**
Report No.: IPPW2025-039
Prepared By: John Vos and Janine Fletcher
Ward No.: Central-Columbia, Ward 6

Janine Fletcher gave a presentation outlining the proposed development, including the site context, the unit breakdown, and the specific amendments being requested. She then responded to questions of Council. John Vos also responded to questions of Council.

Richard Kelly-Ruetz, Senior Planner, GSP Group gave a presentation further detailing the proposed development, offering information on the unit mix and floor plans, as well as the amenity space, commercial space, and the elevation of the ground floor. He then responded to questions of Council. Janine Fletcher also responded to questions of Council.

As no one else was present to speak to the application, the Chair concluded the Formal Public Meeting and advised the application was open to Council for a motion and debate.

Moved by Councillor Roe, Seconded by Councillor Roach:

1. That Council approve staff report IPPW2025-039.

2. That Council approve Official Plan Amendment 59 (OPA 59), TJMT Enterprise Ltd., 354 King Street North in accordance with Section 7 of staff report IPPW2025-039.
3. That the effective date of OPA 59 shall be the day after the Ministry of Municipal Affairs and Housing decision on OPA 58.
4. That Council approve Zoning By-law Amendment Z-24-15, TJMT Enterprise Ltd., 354 King Street North in accordance with Section 7 of staff report IPPW2025-039.

Carried Unanimously

9. NEW BUSINESS

Councillor Freeman mentioned that on June 10 there is a public meeting regarding changes on the Lexington Road corridor from Davenport Road to University Avenue, especially regarding active transportation. More information can be found on EngageWR.

Councillor Freeman also mentioned that she was concerned about wind impacts, especially with the environmental implications of Bill 5. She asked if there was more to comment on, and Mayor McCabe mentioned that staff had provided comments to the environmental registry on Bill 5. Mayor was hopeful to work with the Elected Officials at the Province on the environmental regulations.

Councillor Vasic wanted to recognize community and staff for hosting longstanding events, such as KW Bookfest on the weekend of May 31. She offered thanks to the KW Writers Alliance and the CreateWaterloo Arts and Creative Industries team, who do a lot with very little. She mentioned the Croyden-Southwick BBQ in Ward 5, celebrating their 31st Anniversary, on the weekend of June 14-15. There would be a pig roast and games. Councillor Vasic thanked the Lincoln Heights neighbourhood for the yard sale that was also becoming a staple in the neighbourhood.

Councillor Freeman wanted to highlight the Service Centre Open House, on Saturday, June 7. Councillor Wright followed up, mentioning that she stayed until they presented the cheque to Food4Kids. It was the 30th anniversary, and it was a great opportunity for kids and for the public to look “under the hood” at the City. The event raised over \$2,000 for Food4Kids.

Councillor Roe mentioned the City Pride kick-off celebration in Waterloo Town Square on Wednesday, June 5. She highlighted that in the times of concerning rhetoric, it was great to be part of this Council and this City that prioritizes diversity and inclusion. She offered thanks to staff for organizing it.

10. ENACTMENT OF BY-LAWS

Moved by Councillor Bodaly, Seconded by Councillor Freeman:

That the By-laws listed below be read a first, second and third time and finally passed, numbered sequentially commencing with By-law Number 2025-033 and that the Mayor and Clerk be authorized to sign them accordingly.

a) By-law 2025-033 By-law to confirm all actions and proceedings of Council, June 9, 2025

Carried Unanimously

11. ADJOURNMENT

Moved by Councillor Roe, Seconded by Councillor Vasic:

That the meeting adjourn. (Time: 7:33 p.m.)

Carried Unanimously

READ AND APPROVED, September 8, 2025

Mayor

City Clerk



A meeting of the Council of The Corporation of the City of Waterloo was held on June 16, 2025 at 2:00 p.m. in the Council Chambers, 100 Regina Street South, Waterloo, Ontario and streamed live via YouTube.



COUNCIL MEETING MINUTES – DRAFT

Monday, June 16, 2025

Closed Meeting: 2:00 PM

Public Meeting: 4:06 PM

PRESENT: Councillor Sandra Hanmer, Councillor Royce Bodaly, Councillor Diane Freeman, Councillor Jen Vasic, Councillor Mary Lou Roe, Councillor Julie Wright

ABSENT: Mayor Dorothy McCabe, Councillor Hans Roach

Councillor Freeman in the Chair

1. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

No disclosure of pecuniary interest was declared by any member of Council at this point in the meeting.

2. CLOSED MEETING

Moved by Councillor Bodaly, Seconded by Councillor Wright:

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

- a) labour relations or employee negotiations (labour group compensation, labour budget impacts and HR Update);
- b) personal matters about an identifiable individual, including municipal or local board employees (labour group compensation, labour budget impacts and HR Update);
- c) advice that is subject to solicitor-client privilege, including communications necessary for that purpose (Potential Disposition of City-Owned Lands);

- d) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (Potential Disposition of City-Owned Lands); and
- e) a proposed or pending acquisition or disposition of land by the municipality or local board (Potential Disposition of City-Owned Lands)

Carried Unanimously

Council meeting recessed: (Time: 2:01 p.m.)
Council meeting reconvened: (Time: 4:06 p.m.)

PRESENT: Mayor Dorothy McCabe, Councillor Sandra Hanmer, Councillor Royce Bodaly, Councillor Diane Freeman, Councillor Jen Vasic, Councillor Julie Wright

ABSENT: Councillor Hans Roach, Councillor Mary Lou Roe

3. TERRITORIAL ACKNOWLEDGEMENT

Councillor Freeman opened the meeting with the following Territorial Acknowledgement:

We would like to begin by acknowledging that the land on which we gather (land on which we are broadcasting from) today is the land traditionally cared for by the Haudenosaunee, Anishinaabe and Chonnontan People. We also acknowledge the enduring presence and deep traditional knowledge and philosophies of the Indigenous People with whom we share this land today.

4. MOMENT OF REFLECTION

Councillor Freeman provided Council with a moment of reflection.

At the beginning of this Council meeting, we pause to think about the needs of our community. May we show wisdom and compassion in all our decisions.

5. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

Councillor Freeman declared a conflict with respect to item 11a) due to a conflict of interest as it relates to place of employment.

6. WORKSHOP

a) Title: **Development Charge By-law Update – Progress Report and Council Workshop**
Report No.: CORP2025-018
Prepared By: Michael Pugliese

Michael Pugliese offered introductory remarks, explaining how the workshop is going to flow and introducing Stefan Krzeczunowicz.

Stefan Krzeczunowicz, Associate Partner, Hemson Consulting gave a presentation outlining the background of development charges, the recent changes to the legislation, some of the politics surrounding development charges, and how they're used in the City of Waterloo and within the Region.

Council meeting recessed: (Time: 4:25 p.m.)
Council meeting reconvened: (Time: 4:28 p.m.)

Michael Pugliese responded to questions of Council. Stefan Krzeczunowicz also responded to questions of Council. Brad Witzel also responded to questions of Council.

Moved by Councillor Bodaly, Seconded by Councillor Hanmer:

1. That report CORP2025-018 be approved.
2. That Council direct staff to proceed with preparing a Development Charge Background Study as part of the process required to update the City's Development Charge by-law, pursuant to section 10 of the Development Charges Act, on the basis of the growth-related capital program attached as Appendix "A" of this report.
3. That Council, after considering the use of area specific Development Charges, approves the continued longstanding practice of imposing Development Charges on a uniform, city-wide basis.
4. That Council direct staff to proceed with updates to FC-023 – Development Charge Interest Policy, specifically, the removal of charging interest on deferrals and reducing the rate freeze interest, as outlined in this report, along with any other changes to interest calculations that may be subject to recent proposed legislative changes.
5. That Council direct staff to investigate consideration of an industrial specific Development Charge, and impact on the city-wide non-residential rate.

6. That Council direct staff to investigate potential incentives for higher density residential development and non-residential development that could include temporary reductions or exemptions for some types of fees, charges, or costs related to municipal approvals.

Carried Unanimously

7. CONSENT MOTION

Mayor McCabe requested that item 7a) 2025 Preliminary Surplus-Deficit Projection - April be removed from the consent motion.

That consent motion items (a) through (g) be approved.

a) Title: 2024 Year End Capital Report
Report No.: CORP2025-021
Prepared By: Kim Reger

Moved by Mayor McCabe, Seconded by Councillor Vasic:

1. That Council receives report CORP2025-021, 2024 Year End Capital Report, for information.

Carried Unanimously

b) Title: 2025 Asset Management Annual Review
Report No.: CORP2025-005
Prepared By: Cassandra Pacey

Moved by Mayor McCabe, Seconded by Councillor Vasic:

1. That Council approve CORP2025-005.

Carried Unanimously

c) Title: City Utilities Select Fees and Charges Updates
Report No.: IPPW2025-034
Prepared By: Natasha Glauser, Dean Vieira

Moved by Mayor McCabe, Seconded by Councillor Vasic:

1. That IPPW2025-034 be approved.

2. That Council approve the City Utilities select fees and charges updates, attached as Appendix A to IPPW2025-034, effective of the dates noted, and that the Fees and Charges by-law is updated accordingly.

Carried Unanimously

d) Title: **Award of RFQ25-27 - Mobile Devices and Services**
Report No.: CORP2025-023
Prepared By: Max Min, Teresa Soulliere

Moved by Mayor McCabe, Seconded by Councillor Vasic:

1. That Council approve report CORP2025-023.
2. That Council approve the award of RFQ25-27 (City of Waterloo Internal Bid Number for City of Kitchener Bid P24-164) – Wireless Device Services and Hardware to Bell Mobility Inc. for the submitted price of \$647,335 plus unrecoverable HST in the amount of \$11,393.10 for a total award value of \$658,728.10.
3. That the Mayor and Clerk be authorized to sign the Agreement between The Corporation of the City of Waterloo and Bell Mobility Inc., and any other documents related to this project, subject to the satisfaction of the City's Solicitor.

Carried Unanimously

e) Title: **Honoraria and Compensation Policy**
Report No.: CAO2025-016
Prepared By: Amy Ross, Pam Albrecht

Moved by Mayor McCabe, Seconded by Councillor Vasic:

1. That Council approve report CAO2025-016.
2. That Council approve the Honoraria and Compensation Policy (A-042) attached as Appendix A.

Carried Unanimously

f) Title: **Public Engagement Policy Update**
Report No.: CORP2025-024
Prepared By: Cari Van Niekerk

Moved by Mayor McCabe, Seconded by Councillor Vasic:

1. That Council approve the Public Engagement Policy appended to CORP2025-024.

Carried Unanimously

g) Title: Revised Security Deposits Policy Update
Report No.: CORP2025-019
Prepared By: Mirela Oltean

Moved by Mayor McCabe, Seconded by Councillor Vasic:

1. That Council approve report CORP2025-019.
2. That Council approve the updated policy FC-001, Security Deposits Policy, outlined in Appendix B, which includes the addition of Surety Bonds as an acceptable form of security.
3. That Council approves the addition of a Security Exchange Administration Fee of \$475 to be applied to the exchange of existing securities to another acceptable format including Surety Bonds, and that the Fees and Charges Bylaw is updated accordingly.
4. That Council direct staff to update the language used in development agreement templates to permit Surety Bonds that conform to the Security Deposits Policy as an acceptable form of security.

Carried Unanimously

8. ITEMS REMOVED FROM THE CONSENT MOTION

a) Title: 2025 Preliminary Surplus-Deficit Projection - April
Report No.: CORP2025-013
Prepared By: Brad Witzel and Michael Pugliese

Brad Witzel responded to questions of Council.

Moved by Mayor McCabe, Seconded by Councillor Hanmer:

1. That Council approve report CORP2025-013.
2. That as part of report CORP2025-013 Council acknowledges the projected 2025 net tax base surplus of \$891,000.

3. That as part of report CORP2025-013 Council acknowledges the projected 2025 net Enterprise surplus of approximately \$638,000.
4. That Council directs staff to provide a follow up surplus-deficit projection report in the fall of 2025.

Carried Unanimously

Council meeting recessed: (Time: 5:00 p.m.)
Council meeting reconvened: (Time: 6:30 p.m.)

PRESENT: Mayor Dorothy McCabe, Councillor Sandra Hanmer, Councillor Royce Bodaly, Councillor Hans Roach, Councillor Diane Freeman, Councillor Jen Vasic, Councillor Julie Wright

ABSENT: Councillor Mary Lou Roe

9. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

No disclosure of pecuniary interest was declared by any member of Council at this point in the meeting.

10. STAFF REPORTS

a) Title: **Lease Agreement for St. Columba Arts Space**
Report No.: CAO2025-020
Prepared By: Lakyn Barton and Astero Kalogeropoulos

Astero Kalogeropoulos gave a presentation providing additional information on the lease agreement for the space, including background on Meanwhile Spaces and the community need for more art spaces.

Alex Glass, Executive Director, ArtsBuild Ontario spoke in support of the staff recommendations, offering information on ArtsBuild Ontario and how they'd run the space, and the positive impact artist spaces have on the community. She then responded to questions of Council.

Sam Nabi, Resident of Kitchener spoke in support of the staff recommendations, including the positive impact of the Meanwhile Spaces program, and the need for affordable artist spaces in the Region. He then responded to questions of Council.

Helen Fidler, Resident of Waterloo spoke in support of the staff recommendations, about the artists in the neighbourhood, and how well-run the 44 Gaukel location is. Helen Fidler then responded to questions of Council.

Claire Donnison and Andy Wright, Residents of Kitchener spoke in support of the staff recommendations, the importance of a dedicated, accessible arts space, and the community-building that happens at arts spaces.

Councillor Bodaly left the meeting. (Time: 7:26 p.m.)

Councillor Bodaly joined the meeting. (Time: 7:28 p.m.)

Ben Gorodetsky, Director, Pinch Arts spoke in support of the staff recommendations and for the Meanwhile Spaces program, as well as background information about Pinch Arts and the community that they build.

Julie Hall, Director, Contemporary Art Forum Kitchener and Area (CAFKA) spoke in support of the staff recommendations, detailing what CAFKA is, and the exhibition spaces available in the Region.

Habby Midnight and Vincent Marcone, Residents of Kitchener spoke in support of the staff recommendations, and the importance of a supportive arts community.

Ron Ormson responded to questions of Council.

Councillor Freeman left the Chair. (Time: 7:47 p.m.)

Mayor McCabe in the Chair. (Time: 7:47 p.m.)

Joel Cotter responded to questions of Council.

Moved by Councillor Freeman, Seconded by Councillor Roach:

That CAO2025-020 be deferred for council consideration at the next regular meeting of Council in order to provide an opportunity for further consideration of the financial information, and zoning and land use considerations presented to Council.

Councillor Freeman requested a recorded vote.

Carried
4 Voting in Favour
(MAYOR McCABE)
(COUNCILLOR HANMER)
(COUNCILLOR ROACH)
(COUNCILLOR FREEMAN)

3 Voting in Opposition
(COUNCILLOR BODALY)
(COUNCILLOR VASIC)
(COUNCILLOR WRIGHT)

Councillor Vasic left the meeting. (Time: 8:13 p.m.)

Mayor McCabe left the Chair. (Time: 8:15 p.m.)

Councillor Freeman in the Chair. (Time: 8:15 p.m.)

b) Title: Award of Tender RFT25-04 – Beaver Creek Road and Conservation Drive Reconstruction
Report No.: IPPW2025-031
Prepared By: Caroline Amyot

Moved by Councillor Bodaly, Seconded by Councillor Roach:

1. That IPPW2025-031 be approved.
2. That Council approve the award of RFT25-04 Beaver Creek Road and Conservation Drive Reconstruction to Regional Sewer and Watermain Ltd. for the submitted price of \$19,642,864.80 plus unrecoverable HST in the amount of \$345,714.42 for a total award value of \$19,988,579.22.
3. That the Mayor and Clerk be authorized to sign the Agreement between The Corporation of the City of Waterloo and Regional Sewer and Watermain Ltd, and any other documents related to this project, subject to the satisfaction of the City's Solicitor.

Carried Unanimously

c) Title: Declaration of Surplus City-Owned Lands – Waterloo Town Square Parking Lot
Report No.: CAO2025-021
Prepared By: Justin McFadden

Moved by Councillor Wright, Seconded by Councillor Hanmer:

1. That report CAO2025-021 be approved.

2. That Council declare surplus for City use the property known as "The North Lot" shown in Attachment 2, located at 9 Erb Street West. The portion of the land to be disposed of is approximately 1.0 hectares (2 acres) located on Erb Street West. The lands are legally described as Part of Mill Square on Plan 385; Part of Erb Street on Plan 385 City of Waterloo as closed by 1449483; Part of Lots 126, 168-170 on Plan 385, designated as Parts 5, 9, 12, 13, 14 and 18 on 58R-1902, save & except Part 1 on 58R-17921; S/T & T/W 586997; City of Waterloo, Regional Municipality of Waterloo - PIN: 22411-0263 (LT) (LRO#58) (the "Subject Land" or "North Lot") for the purpose of selling the Subject Lands to Atrium Waterloo Limited Partnership by its General Partner Atrium Waterloo GP Inc. ("Momentum") and Tricap Properties Inc., 1899037 Ontario Inc. and 1899038 Ontario Inc. (collectively "Tricap").

Carried Unanimously

d) **Title:** **North Lot Land Sale**
Report No.: CAO2025-019
Prepared By: Justin McFadden

Moved by Councillor Wright, Seconded by Mayor McCabe:

1. That Council approve staff report CAO2025-019.
2. That Council approve an Agreement of Purchase and Sale between The Corporation of the City of Waterloo and Tricap Properties Inc and their related numbered companies Ontario 1899037 Inc and Ontario 1899038 (Tricap) for a 1 acre portion of the North Parking Lot.
3. That Council authorize the Mayor and City Clerk to execute the Agreement of Purchase and Sale and all associated documents, and form to be approved to the satisfaction of the City Solicitor.
4. That Council delegate authority to the CAO to renegotiate and execute any documents necessary related to the June 10, 2005 Waterloo Town Square Parking Agreement and its related amendments as it relates to the proposed new uses on the North Parking Lot described in report CAO2025-019.

Carried Unanimously

e) Title: **Proposed Land Exchange with Atrium Waterloo LP**
Report No.: CAO2025-018
Prepared By: Justin McFadden

Moved by Councillor Wright, Seconded by Mayor McCabe:

1. That Council approve staff report CAO2025-018.
2. That Council approve the execution of a Land Exchange Agreement between The Corporation of the City of Waterloo and Atrium Waterloo Limited Partnership (Atrium LP).
3. That Council authorizes the Mayor and City Clerk to execute the Land Exchange Agreement, and all associated documents required to enable the land exchange, in a form subject to the satisfaction of the City Solicitor.

Carried Unanimously

Councillor Freeman left the Chair. (Time: 8:17 p.m.)

Mayor McCabe in the Chair. (Time: 8:17 p.m.)

Having previously declared a conflict of interest, Councillor Freeman left the meeting. (Time: 8:17 p.m.)

11. PUBLIC MEETINGS

Formal Public Meeting

a) Title: **Official Plan Amendment 55 and Zoning By-law Amendment Z-24-07, Centurion Property Associates Limited, for 1 Columbia Street West, 351 King Street North, and 355 King Street North**
Report No.: IPPW2025-015
Prepared By: Rita Szilock and Madison Headrick
Ward No.: 6-Central-Columbia Ward

Rita Szilock gave a presentation detailing the proposed development, including the site context, conceptual site plan, and the amendments being requested. She then responded to questions of Council.

Trevor Hawkins, Partner, MHBC Planning gave a presentation further outlining the proposed development, including further site context and amendment details. He then responded to questions of Council.

Councillor Vasic joined the meeting.

(Time: 8:31 p.m.)

As no one else was present to speak to the application, the Chair concluded the Formal Public Meeting and advised the application is now open to Council for a motion and debate.

Moved by Councillor Hanmer, Seconded by Councillor Bodaly:

1. That Council approve report IPPW2025-015.
2. That Council approve Official Plan Amendment No. 55 (OPA 55), Centurion Property Associates Limited, for 1 Columbia Street West, 351 King Street North and 355 King Street North, as set out in Section 8 of report IPPW2025-015.
3. That Council approve Zoning By-law Amendment Z-24-07, Centurion Property Associates Limited, for 1 Columbia Street West, 351 King Street North, and 355 King Street North, in accordance with Section 8 of report IPPW2025-015.

Carried Unanimously

Councillor Freeman having previously declared a pecuniary interest was absent for the taking of the vote.

12. NEW BUSINESS

Councillor Vasic gave a shout-out to the Croyden-Southwick Neighbourhood BBQ celebrating their 31st year. They received grant funding from the Neighbourhoods team, so she offered her thanks to that team.

Councillor Wright gave a heads-up that this coming Sunday, June 22, the Waterloo Concert Band is hosting the first Waterloo Region Community Bandfest at the Waterloo Park Bandshell.

Councillor Bodaly wanted to highlight that he had the privilege of being Acting Mayor this month and represented Mayor McCabe at the 1596 Royal Highland Fusiliers and Royal Canadian Army Cadets Corp. Annual Ceremonial Review on Saturday, June 14. Councillor Freeman was also there as the Returning Officer and gave a wonderful speech.

Councillor Hanmer mentioned that the Community Conversations will continue on Sunday, June 22 at 10:00 a.m. at the Boardwalk Splashpad. There will be Beaver Tails and good conversation.

Mayor McCabe mentioned that she and Councillor Roach attended an announcement this morning, June 16, with Minister of Sport, Neil Lumsden, where the Province announced more than \$750,000 toward the renovations at the Albert McCormick Community Centre.

13. ENACTMENT OF BY-LAWS

Moved by Councillor Bodaly, Seconded by Councillor Roach:

That the By-laws listed below be read a first, second and third time and finally passed, numbered sequentially commencing with By-law Number 2025-035 and that the Mayor and Clerk be authorized to sign them accordingly.

- a) By-law 2025-035 By-law to approve Official Plan Amendment No. 59 redesignating the lands known municipally as 354 King Street North. (OPA 59, IPPW2025-039, Council June 9, 2025)
- b) By-law 2025-036 By-law to amend By-law No. 2018-050, being a Zoning By-law controlling land use development within the City of Waterloo. Rezoning lands known municipally as 354 King Street North. (Zoning By-law Amendment Z-24-15, IPPW2025-039, Council June 9, 2025)
- c) By-law 2025-037 By-law to Impose Fees and Charges on Persons (IPPW2025-034, CORP2025-019, Council June 16, 2025)
- d) By-law 2025-038 By-law to confirm all actions and proceedings of Council, June 16, 2025

Carried Unanimously

14. ADJOURNMENT

Moved by Councillor Vasic, Seconded by Councillor Roach:

That the meeting adjourn.

(Time: 8:42 p.m.)

Carried Unanimously

READ AND APPROVED, September 8, 2025

Mayor

City Clerk



A meeting of the Council of The Corporation of the City of Waterloo was held on June 23, 2025 at 2:00 p.m. in the Council Chambers, 100 Regina Street South, Waterloo, Ontario and streamed live via YouTube.



COUNCIL MEETING MINUTES – DRAFT

Monday, June 23, 2025

Closed Meeting: 2:00 PM

Public Meeting: 2:30 PM

PRESENT: Mayor Dorothy McCabe, Councillor Sandra Hanmer, Councillor Royce Bodaly, Councillor Diane Freeman, Councillor Jen Vasic, Councillor Mary Lou Roe, Councillor Julie Wright

ABSENT: Councillor Hans Roach

Mayor McCabe in the Chair

1. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

No disclosure of pecuniary interest was declared by any member of Council at this point in the meeting.

2. CLOSED MEETING

Moved by Councillor Vasic, Seconded by Councillor Hanmer:

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

- a) acquisition/disposition of land (Disposition of city-owned lands); and
- b) position, plan, criteria to be applied to negotiations (Disposition of city-owned lands).

Carried Unanimously

Council meeting recessed: (Time: 2:02 p.m.)
Council meeting reconvened: (Time: 2:44 p.m.)

3. TERRITORIAL ACKNOWLEDGEMENT

Mayor McCabe opened the meeting with the following Territorial Acknowledgement:

We would like to begin by acknowledging that the land on which we gather (land on which we are broadcasting from) today is the land traditionally cared for by the Haudenosaunee, Anishinaabe and Chonnontan People. We also acknowledge the enduring presence and deep traditional knowledge and philosophies of the Indigenous People with whom we share this land today.

Saturday was National Indigenous Peoples Day, and people took the time to continue their own learning journeys or participate in local events and activities with First Nations in our community.

4. MOMENT OF REFLECTION

Mayor McCabe provided Council with a moment of reflection.

At the beginning of this Council meeting, we pause to think about the needs of our community. May we show wisdom and compassion in all our decisions.

5. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

Councillor Wright declared a conflict with respect to items 11a) and 11b) due to a conflict of interest as it relates to being a landlord.

6. APPROVAL OF MINUTES

That the previous meeting minutes be approved.

a) May 26, 2025 – Council Meeting

Moved by Councillor Freeman, Seconded by Councillor Bodaly:

That the minutes of the Council meeting held on May 26, 2025 be approved as printed.

Carried Unanimously

7. CONSENT MOTION

Councillor Wright requested that item 7b) Uptown Temporary Leash Free Area be removed from the consent motion.

That consent motion items (a) through (f) be approved.

a) Title: 2024 Consolidated Financial Statements
Report No.: CORP2025-025
Prepared By: Paul Hettinga

Moved by Councillor Bodaly, Seconded by Councillor Freeman:

1. That Council approve report CORP2025-025.
2. That Council approve the 2024 Audited Financial Statements (draft) of the Corporation of the City of Waterloo as attached in Appendix A.

Carried Unanimously

b) Title: Traffic and Parking By-law Amendments – Various Locations
Report No.: IPPW2025-040
Prepared By: Haydn Kocznur

Moved by Councillor Bodaly, Seconded by Councillor Freeman:

1. That Council approve report IPPW2025-040.
2. That Traffic and Parking By-law #08-077 be updated with the amendments contained herein.

Carried Unanimously

c) Title: Waterloo Park Plan Implementation – 2025 Capital Funds Release Request
Report No.: COM2025-017
Prepared By: Anna lee Sangster

Moved by Councillor Bodaly, Seconded by Councillor Freeman:

1. That Council approve report COM2025-017.

2. That Council approve the release of the 2025 non-routine capital funding for Waterloo Park Plan Implementation project (ref#305) in the amount of \$600,000, from the 2024-2026 Approved Capital Budget and 2027-2033 Capital Forecast.

Carried Unanimously

d) Title: **Proposed Demolition of Residential Dwelling Unit at 47 Erb Street West, Atrium Waterloo GP Inc.**

Report No.: IPPW2025-045

Prepared By: John Vos

Moved by Councillor Bodaly, Seconded by Councillor Freeman:

1. That Council approve report IPPW2025-045.
2. That Council issue a demolition permit in respect of the existing dwelling at 47 Erb Street West in accordance with the City's Demolition Control Area By-law No. 2013-014 subject to the City's standard conditions.
3. That Council grant relief from the following provisions of By-law No. 2013-014:
 - a. Section 6.a., such that the owner shall not be required to replace the dwelling unit on the lands; and
 - b. Section 6.b., such that a penalty of \$10,000.00 per dwelling unit shall not be required because the dwelling until will not be replaced.
 - c. Section 7.b., such that the requirement for site plan approval and/or draft plan of subdivision approval prior to the issuance of a demolition permit has been waived;

Carried Unanimously

e) Title: **Delegation of Approval Authority for Draft Plans of Condominium, Draft Plans of Subdivision, and Part Lot Control Exemptions**

Report No.: IPPW2025-044

Prepared By: Danielle Ingram

Moved by Councillor Bodaly, Seconded by Councillor Freeman:

1. That IPPW2025-044 be approved.
2. That the Director of Planning be authorized to approve (with or without conditions) or deny Standard Plans of Condominium, Phased Plans of Condominium, Common Element Condominiums, and Condominium Exemption requests, and execute all documents and plans thereto, including the registration of same.
3. That the Director of Planning be authorized to execute all documents and plans for Draft Plans of Subdivision, including the registration of same.
4. That the Director of Planning be authorized to approve or deny Part Lot Control Exemption By-laws, and execute all documents and plans thereto, including the registration of same.

Carried Unanimously

f) Title: **Multi-Sector Service Accountability
Agreement – Declaration of Compliance –
City of Waterloo, Community Support Services**
Report No.: COM2025-020
Prepared By: Tiffany Smith

Moved by Councillor Bodaly, Seconded by Councillor Freeman:

1. That Council approve report COM2025-020.
2. That the Mayor be authorized to sign the necessary document associated with the Multi-Sector Service Accountability Agreement (MSAA) Schedule F – Declaration of Compliance and any other MSAA documents related to City of Waterloo's delivery of Community Support Service programs, subject to the satisfaction of the City's Solicitor.

Carried Unanimously

8. ITEMS REMOVED FROM THE CONSENT MOTION

a) Title: **Uptown Temporary Leash Free Area**
Report No.: COM2025-018
Prepared By: Andrea Bazler, Robin Milne, Brad Witzel

Robin Milne responded to questions of Council. Andrea Bazler also responded to questions of Council.

Moved by Councillor Wright, Seconded by Councillor Roe:

1. That Council approve report COM2025-018.
2. That Council approve the proposed location for the Uptown temporary leash free dog park at the Westmount Road entrance to Waterloo Park.
3. That Council approve funding in the amount of \$45,000 for the construction of the Uptown temporary leash free dog park, funded from Council's Community Priority and Contingency Reserve.
4. That Council direct staff to move forward with community engagement to determine permanent location for a leash free dog park in the City core.

Carried Unanimously

9. STAFF REPORTS

a) Title: **Large Street Gathering Recommendations Update**
Report No.: COM2025-019
Prepared By: Nicole Papke, Cari Van Niekerk

Nicole Papke and Cari Van Niekerk gave a presentation providing an update on the Large Street Gathering Task Force, which has since been disbanded, and the recommendations presented in March 2020. They outlined the ongoing initiatives and next steps for the City, Waterloo Regional Police Services, post-secondary institutions and other community partners. Nicole Papke responded to questions of Council. Carleen Carroll, Assistant Vice President, External Relations, Wilfrid Laurier University also responded to questions of Council.

Moved by Councillor Freeman, Seconded by Councillor Hanmer:

1. That Council receive report COM2025-019 for information.

Carried Unanimously

b) Title: **Housing Accelerator Fund Initiative 6: Additional Residential Unit (ARU) Grant Program**
Report No.: IPPW2025-035
Prepared By: Dominik Simpson

Dominik Simpson gave a presentation offering the background information on the Housing Accelerator Fund (HAF) Initiative 6, as well as details for the Additional Residential Unit (ARU) grant program, which include short-term affordability. He then responded to questions of Council.

Moved by Councillor Freeman, Seconded by Councillor Roe:

1. That Council approve IPPW2025-035.
2. That Council approve the Corporate Procedure as set out in Appendix 'A' to IPPW2025-035 regarding guidelines for the ARU Grant Program.
3. That Council enact the By-law as set out in Appendix 'B' to IPPW2025-035 to permit The Corporation of The City of Waterloo to enter into agreements for the provision of affordable housing through a Municipal Housing Facilities By-law for the ARU Grant Program.
4. That Council direct staff to publish and release on the City's website the ARU Grant Program and associated implementation materials as outlined in this report.
5. That Council authorize the Director of Planning to execute all agreements and related documents in respect of the provision of affordable housing through the Municipal Housing Facilities By-Law for the ARU Grant Program, subject to the form of such agreements and documents being satisfactory to the City Solicitor.

Carried Unanimously

c) **Title:** **2024/25 Winter Control Review**
Report No.: IPPW2025-027
Prepared By: Bob Henderson, Robin Milne, Nicole Papke, Tracie Bell, Brad Witzel

Grant Curlew responded to questions of Council. Bob Henderson also responded to questions of Council.

Moved by Councillor Roe, Seconded by Councillor Freeman:

1. That IPPW2025-027 be received for information;

2. That staff be directed to review other opportunities identified in IPPW2025-027 to enhance winter maintenance as the City's transportation network expands to promote compliance with the minimum maintenance standards set out under O.Reg. 239/03 of the Municipal Act; and,
3. That staff maintain a communications plan to assist in education and expectations about service levels following major snowfall events; and,
4. That for the 2027 and 2028-2030 budget cycles, the City's Budget Committee be directed to explore opportunities for improvements to winter control operations for Council's consideration.
5. That the Traffic and Parking By-law 2008-077 definition for "snow event" be revised as described in IPPW2025-027.

Carried Unanimously

Council meeting recessed: (Time: 3:47 p.m.)
Council meeting reconvened: (Time: 6:30 p.m.)

PRESENT: Mayor Dorothy McCabe, Councillor Sandra Hanmer, Councillor Royce Bodaly, Councillor Hans Roach, Councillor Diane Freeman, Councillor Jen Vasic, Councillor Mary Lou Roe, Councillor Julie Wright (Time: 9:24 p.m.)

10. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

No disclosure of pecuniary interest was declared by any member of Council at this point in the meeting.

11. STAFF REPORTS continued

a) **Title:** **Rental Housing Regulation Review**
Report No.: COM2025-015
Prepared By: Grant Curlew

Grant Curlew gave a presentation outlining the results of the engagement undertaken during the review, and detailed the proposed changes to the regulations. He then responded to questions of Council.

Councillor Vasic left the meeting. (Time: 6:42 p.m.)

Councillor Vasic joined the meeting. (Time: 6:43 p.m.)

Alexandra Oestreicher, President, Conestoga Students Inc. spoke in favour of expanding the licensing program to include apartments and short-term rentals, as well as the expansion of the education program for tenants and landlords. Alexandra Oestreicher also spoke about concerns for the current regulations. Grant Curlew responded to questions of Council.

Tony Rossignoli, Resident of Waterloo spoke about the impact short-term rentals on long-term residents, especially in Uptown Waterloo. Tony Rossignoli responded to questions of Council.

Sofia Bahar, Stakeholder Relations Assistant, Waterloo Undergraduate Student Association (WUSA) spoke about the rental housing issues that students face, and in favour of the proposed recommendations. Sofia Bahar also spoke about the maintenance concerns that apartment renters often face.

Elliot Wand, ACORN Leader, Waterloo Region ACORN spoke in favour of the proposed recommendations, specifically the tenant protections being proposed by staff.

Heline Chow, Resident of Waterloo spoke in favour of the proposed recommendations.

Moved by Councillor Vasic, Seconded by Councillor Roe:

1. That Council approve report COM2025-015.
2. That Council approve the updated Residential Rental Licensing By-law, as outlined in this report, and repeal and replace the existing By-law 2011-047.
3. That Council approve amendments to Business Licensing By-law 2023-105, adding licensing provisions for Short-term Rental Platforms.
4. That Council authorize the hiring of a part-time contract Zoning Coordinator (0.6 FTE) to begin March 2026.
5. That Council authorize the elevation of a Licensing & Standards Officer to a Supervisor role to begin March 2026.
6. That Council direct staff to continue to review the feasibility of an Apartment Building Safety Program and return with recommendations at a later date.

Carried Unanimously

Councillor Wright having previously declared a pecuniary interest was absent for the taking of the vote.

b) Title: **Review of Eviction Regulations and other Tenant Supports**
Report No.: COM2025-016
Prepared By: Michelle Lee, Tanja Curic, Grant Curlew

Michelle Lee gave a presentation outlining the results of the engagement undertaken, and focused on what the team believes are effective solutions to the challenges that tenants and landlords are facing. Grant Curlew, Michelle Lee and Nicole Papke responded to questions of Council.

Councillor Bodaly left the meeting. (Time: 7:50 p.m.)

Councillor Bodaly joined the meeting. (Time: 7:51 p.m.)

Steven Singer, Resident of Waterloo spoke about his experiences with the City and the urgent need for a Renoviction by-law in the City.

Heather Bigelow, Resident of Waterloo spoke generally in favour of the recommendations, but that they don't go far enough and the City should enact a Renoviction by-law. Heather Bigelow responded to questions of Council. Grant Curlew also responded to questions of Council.

Elliot Wand, ACORN Leader, Waterloo Region ACORN spoke in favour of a potential rental replacement by-law, but urged Council to consider the implementation of a Renoviction by-law. Elliot Wand responded to questions of Council.

Heline Chow, Resident of Waterloo spoke in support of the tenant protections outlined in the report, and asked Council to implement a Renoviction by-law.

Christina Mills, Resident of Waterloo spoke about the relationship between stable housing and public health, and the housing crisis. Christina Mills asked Council to pass a Renoviction by-law, and responded to questions of Council.

Mo Markham, Resident of Kitchener spoke in support of creating a Renoviction by-law, and about issues with the current housing market.

Grant Curlew and Michelle Lee responded to questions of Council. Ron Ormson also responded to questions of Council.

Councillor Bodaly left the meeting. (Time: 9:10 p.m.)

Councillor Bodaly joined the meeting. (Time: 9:12 p.m.)

Moved by Councillor Roe, Seconded by Councillor Bodaly:

1. That Council approve report Com2025-016.
2. Direct staff to create and update, as needed, a Tenant and Landlord Information Package, in collaboration with area municipalities and the Region of Waterloo, for broad dissemination and posting on the City's Rental Housing Support webpage.
3. Direct staff, on behalf of Council, to write to the Premier of Ontario and the Minister of Municipal Affairs and Housing to request that the Province:
 - a) Proclaim into force the tenant protections in the Residential Tenancies Act, 2006 that were passed in June 2023 through Bill 97 and that include provisions to prevent bad faith evictions;
 - b) Make additional investments in the Landlord and Tenant Board to make it easier and clearer for tenants navigating the tribunal system and to expedite the resolution of cases; and
 - c) Increase funding of Provincially funded legal clinics to provide additional staffing and resources for tenants and to prevent instances of illegal evictions.
4. Encourage the Region of Waterloo, as the designated service manager for housing and homelessness in Waterloo Region to continue to invest in the creation of new, affordable, non-market rental housing and co-operative housing.
5. Direct staff to provide one-time funding in 2026, up to a total of \$30,000, to augment Regional funding of local organizations providing eviction prevention services in accordance with the recommendations in the Affordable Housing Strategy, to be funded from the Affordable Housing Strategy project (ref #620).
6. Direct staff to consider sustainable long-term funding of the City's Multi-Unit Residential Acquisition (MURA) program, in alignment with the forthcoming Federal program, to support the purchase of existing affordable rental housing developments by non-profit and co-operative housing organizations and increase security of tenure for tenants, as part of the 2027 and/or 2028-2030 budget deliberation process.

7. Direct staff to proceed with the exploration of a rental replacement by-law, in accordance with the recommendations in the Affordable Housing Strategy, with a goal to initiate the work starting in late 2025/early 2026.
8. Direct staff to monitor the implementation and efficacy of eviction regulations in other municipalities as well as any new Provincial legislative changes, including those announced on Jun 5, 2025, and to report back to Council in 2026 with an update and any changes to staff's recommendations.

Mayor McCabe requested a recorded vote.

Carried Unanimously
7 Voting in Favour
(MAYOR McCABE)
(COUNCILLOR HANMER)
(COUNCILLOR BODALY)
(COUNCILLOR ROACH)
(COUNCILLOR FREEMAN)
(COUNCILLOR VASIC)
(COUNCILLOR ROE)

Councillor Wright having previously declared a pecuniary interest was absent for the taking of the vote.

Moved by Councillor Roe, Seconded by Councillor Bodaly:

9. Direct staff to bring forward a framework for a draft Renovation License by-law program.
10. Direct staff to look at options for better coordinating and navigating the Housing system.

Mayor McCabe requested a recorded vote.

Carried
5 Voting in Favour
(COUNCILLOR HANMER)
(COUNCILLOR BODALY)
(COUNCILLOR FREEMAN)
(COUNCILLOR VASIC)
(COUNCILLOR ROE)
2 Voting in Opposition
(MAYOR McCABE)
(COUNCILLOR ROACH)

Councillor Wright having previously declared a pecuniary interest was absent for the taking of the vote.

Councillor Wright joined the meeting.

(Time: 9:24 p.m.)

c) Title: Annual Accessibility Report (AODA)
Report No.: CAO2025-004
Prepared By: Amy Ross

Amy Ross gave a presentation highlighting the City's accessibility improvements and challenges, why accessibility matters, and what's happening in 2025. She then responded to questions of Council.

Moved by Councillor Hanmer, Seconded by Councillor Roe:

1. That Council approve report CAO2025-004.
2. That Council continues to champion accessibility and inclusion in all aspects of the corporation.

Carried Unanimously

d) Title: Mid Year Update – Inclusionary Zoning within Protected Major Transit Stations Areas, City of Waterloo
Report No.: IPPW2025-030
Prepared By: Douglas W. Stewart

Douglas Stewart offered introductory remarks and background information to the report.

Melissa Durrell, Executive Officer, Build Urban spoke against Inclusionary Zoning at this time, and offered recommendations for when Inclusionary Zoning should be implemented.

Douglas Stewart responded to questions of Council.

Moved by Councillor Freeman, Seconded by Councillor Roe:

1. That report IPPW2025-030 be approved.
2. That the implementation timing of Inclusionary Zoning remain as 'an undetermined date in the future.'

3. That Planning staff be directed to undertake an additional market evaluation in association with the City of Kitchener, the City of Cambridge and the Region of Waterloo.

Carried
7 Voting in Favour
1 Voting in Opposition
(COUNCILLOR VASIC)

12. PUBLIC MEETINGS

Informal Public Meeting

a) Title: **Zoning By-law Amendment Z-25-09**
City of Waterloo
Prepared by: Janine Fletcher
Ward No.: City-wide

Councillor Freeman left the meeting. (Time: 9:53 p.m.)

Councillor Freeman joined the meeting. (Time: 9:55 p.m.)

Janine Fletcher gave a presentation outlining the proposed zoning by-law amendments.

Councillor Roe left the meeting. (Time: 9:58 p.m.)

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.

13. UNFINISHED BUSINESS

Moved by Councillor Freeman, Seconded by Councillor Roach:

That Council extend the proceedings of Council until 12:00 am on June 24, 2025 as required by Section 31.02 of the Procedure By-Law.

Carried Unanimously

a) Title: **Lease Agreement for St. Columba Arts Space**
Report No.: CAO2025-020
Prepared By: Lakyn Barton and Astero Kalogeropoulos

**Addendum: Lease Agreement for St. Columba
Arts Space: Supplementary Info**

Report No.: CAO2025-020.1
Prepared By: Justin McFadden

For Information.

Councillor Roe joined the meeting.

(Time: 10:01 p.m.)

Jen Prior, Resident of Waterloo spoke about the similarities between the technology and arts industries, and in favour of the community that arts spaces build.

Wendy Ridgway, City of Waterloo Neighbourhood Connector, Lincoln Heights Neighbourhood Group spoke about the neighbourhood, and the impact that an arts space will have on the community. Wendy Ridgway responded to questions of Council.

Jeff Percival, Resident of Waterloo spoke about the neighbourhood and what would suit the space long-term. Jeff Percival also spoke about the importance of creative people in the technology industry, and in favour of the arts space.

Teneile Warren, Resident of Kitchener spoke about the human need for art, and the need for more shared arts space in the Region. Teneile Warren also responded to questions of Council.

Alexandra Glass, Executive Director, ArtsBuild Ontario offered further information about the potential use of the space, and the need for more arts spaces in the Region and the City. She then responded to questions of Council.

Councillor Bodaly left the meeting.

(Time: 10:53 p.m.)

Councillor Bodaly joined the meeting.

(Time: 10:54 p.m.)

Sam Nabi, Project Coordinator, One Million Neighbours WR spoke about the costs of leaving the site vacant while they work on affordable housing, and the importance of a partnership with the arts community.

Mayor McCabe left the Chair.

(Time: 11:04 p.m.)

Councillor Bodaly in the Chair.

(Time: 11:04 p.m.)

Mayor McCabe left the meeting.

(Time: 11:04 p.m.)

Mayor McCabe joined the meeting.

(Time: 11:07 p.m.)

Councillor Bodaly left the Chair.

(Time: 11:07 p.m.)

Mayor McCabe in the Chair.

(Time: 11:07 p.m.)

Julie Finley-Swaren responded to questions of Council. Joel Cotter also responded to questions of Council. Kevin Van Ooteghem and Amy Ross also responded to questions of Council. Jim Bowman and Justin McFadden also responded to questions of Council. Brad Witzel also responded to questions of Council. Tim Anderson also responded to questions of Council.

Moved by Councillor Freeman, Seconded by Councillor Roe:

That Council extend the proceedings of Council until 1:00 am on June 24, 2025 as required by Section 31.02 of the Procedure By-Law.

Carried Unanimously

Moved by Councillor Vasic, Seconded by Councillor Wright:

1. That Council approve report CAO2025-020.
2. That Council approve the lease agreement with ArtsBuild Ontario for the operation of the St. Columba arts space (250 Lincoln Road) for a term up to 3 years.
3. That the Mayor and Clerk be authorized to sign the Lease Agreement between the Corporation of the City of Waterloo and ArtsBuild Ontario and any other necessary documents, subject to the satisfaction of the City Solicitor.

Motion Failed

3 Voting in Favour
5 Voting in Opposition
(MAYOR McCABE)
(COUNCILLOR HANMER)
(COUNCILLOR ROACH)
(COUNCILLOR FREEMAN)
(COUNCILLOR ROE)

Mayor McCabe asked when staff could come back with a report. Tim Anderson responded that staff would report back in the fall with a process report to advance the permanent affordable housing.

14. NEW BUSINESS

Councillor Hanmer gave a shout-out to staff for the Community Conversations they helped run in her ward this past Sunday, June 22. The weather was great for use of the splashpad, and they had about 250 people interested in the event.

15. ENACTMENT OF BY-LAWS

Moved by Councillor Bodaly, Seconded by Councillor Freeman:

That the By-laws listed below be read a first, second and third time and finally passed, numbered sequentially commencing with By-law Number 2025-039 and that the Mayor and Clerk be authorized to sign them accordingly.

- a) By-law 2025-039 By-law to Amend No. 08-077, a By-law to Regulate Traffic and Parking on Highways under Jurisdiction of the City of Waterloo (IPPW2025-040, Council June 23, 2025)
- b) By-law 2025-040 By-law to Amend No. 08-077, a By-law to Regulate Traffic and Parking on Highways under Jurisdiction of the City of Waterloo (IPPW2025-027, Council June 23, 2025)
- c) By-law 2025-041 By-law to Amend the City of Waterloo Official Plan for 1 Columbia Street West, 351 King Street North, and 355 King Street North (IPPW2025-015, Council June 16, 2025)
- d) By-law 2025-042 By-law to Amend No. 2018-050, being a Zoning By-law Controlling Land Use Development within the City of Waterloo for 1 Columbia Street West, 351 King Street North, and 355 King Street North (IPPW2025-015, Council June 16, 2025)
- e) By-law 2025-043 By-law to Permit the Corporation of the City of Waterloo to Enter into Agreements for the Provision of Affordable Housing re: the Additional Residential Unit Grant Program (Municipal Housing Facilities By-law, IPPW2025-035, Council June 23, 2025)
- f) By-law 2025-044 By-law for the Licensing and Regulation of Various Rental Businesses in the City of Waterloo (COM2025-015, Council June 23, 2025)

- g) By-law 2025-045 By-law to Amend City of Waterloo By-law No. 2023-105 to Provide for the Licensing and Regulation of Short-Term Rental Platforms (COM2025-015, Council June 23, 2025)
- h) By-law 2025-046 By-law to Amend City of Waterloo By-law #2025-030 (COM2025-007, Council May 5, 2025)
- i) By-law 2025-047 By-law to Amend No. 2017-082, being a By-law to Delegate Authority to Execute Documents (IPPW2025-044, Council June 23, 2025)
- j) By-law 2025-048 By-law to confirm all actions and proceedings of Council, June 23, 2025

Carried Unanimously

16. ADJOURNMENT

Moved by Councillor Vasic, Seconded by Councillor Hanmer:

That the meeting adjourn.

(Time: 12:06 a.m., June 24, 2025)

Carried Unanimously

READ AND APPROVED, September 8, 2025

Mayor

City Clerk



A meeting of the Council of The Corporation of the City of Waterloo was held on July 14, 2025 at 2:02 p.m. in the Council Chambers, 100 Regina Street South, Waterloo, Ontario and streamed live via YouTube.



COUNCIL MEETING MINUTES – DRAFT

Monday, July 14, 2025
Public Meeting: 2:02 PM

PRESENT: Mayor Dorothy McCabe, Councillor Sandra Hanmer, Councillor Royce Bodaly, Councillor Hans Roach, Councillor Diane Freeman, Councillor Jen Vasic, Councillor Mary Lou Roe

ABSENT: Councillor Julie Wright

Mayor McCabe in the Chair

1. TERRITORIAL ACKNOWLEDGEMENT

Mayor McCabe opened the meeting with the following Territorial Acknowledgement:

We would like to begin by acknowledging that the land on which we gather (land on which we are broadcasting from) today is the land traditionally cared for by the Haudenosaunee, Anishinaabe and Chonnontan People. We also acknowledge the enduring presence and deep traditional knowledge and philosophies of the Indigenous People with whom we share this land today.

2. MOMENT OF REFLECTION

Mayor McCabe provided Council with a moment of reflection.

At the beginning of this Council meeting, we pause to think about the needs of our community. May we show wisdom and compassion in all our decisions.

3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

Councillor Freeman declared a conflict with respect to items 5a) due to a conflict of interest as it relates to place of employment.

4. STAFF REPORTS

a) Title: **HAF Community Planning Permit System Initiative: Second Draft Community Planning Permit By-law and Complementary Urban Design Guidelines**

Report No.: IPPW2025-037

Prepared By: Tanja Curic

David Riley, Principal, SGL Planning & Design Inc. gave a presentation outlining the Community Planning Permit System, including how it plans to streamline the approval process and the draft by-law changes. David Riley then responded to questions of Council. Tanja Curic also responded to questions of Council.

Moved by Councillor Freeman, Seconded by Councillor Roe:

1. That Council receive report IPPW2025-037 for information.
2. That Council direct staff to consult with the public and interested parties on the second draft Community Planning Permit By-law and complementary Urban Design Guidelines.

Carried Unanimously

b) Title: **Official Plan Review: Resolution of deferred sites from Phase 1 and modification requests**

Report No.: IPPW2025-026

Prepared By: Ric Martins and Adam Zufferli

Ward No.: City-Wide

Ric Martins gave a brief presentation outlining the resolution of the deferred sites. He then responded to questions of Council.

Moved by Councillor Freeman, Seconded by Councillor Bodaly:

1. That report IPPW2025-026 be approved.
2. That Council request the Ontario Ministry of Municipal Affairs and Housing to make modifications to Official Plan Amendment 58 to add four new Area Specific Policies as outlined in Attachment C to report IPPW2025-026.

3. That Council request the Ontario Ministry of Municipal Affairs and Housing to remove the deferral for all properties referred to in Table C of Attachment B to report IPPW2025-026.
4. That Council request the Ontario Ministry of Municipal Affairs and Housing to maintain a deferral for the properties noted in Table B of Attachment B to report IPPW2025-026, with the resolution of the deferral to be determined as part of Phase 2 of the Official Plan Review.

Carried Unanimously

Having previously declared a conflict of interest, Councillor Freeman left the meeting.
(Time: 2:47 p.m.)

5. PUBLIC MEETINGS

Informal Public Meeting

a) Title: **Barrel Yards - 6 Merchant (OPA65 & Z-25-12) and 2 & 8 Father David Bauer Drive (OPA66 & Z-25-13)**
Prepared by: Amanda Wyszynski
Ward No.: Ward 7 - Uptown

Amanda Wyszynski gave a presentation outlining the proposed developments, including renderings of the proposed new towers, as well as the Official Plan and Zoning By-law amendments being requested. She then responded to questions of Council.

Kristen Barisdale, GSP Group gave a presentation further detailing the proposed development, offering some additional site context. She then responded to questions of Council. Alex Vandersluis, Auburn Developments also 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.

Councillor Vasic left the meeting. (Time: 3:23 p.m.)

Councillor Freeman joined the meeting. (Time: 3:24 p.m.)

b) Title: **170 Columbia St W (OPA67 & Z-25-14) and 180 Columbia St W (OPA68 & Z-25-15)**

Prepared by: Amanda Wyszynski

Ward No.: Ward 6 – Central Columbia

Councillor Vasic joined the meeting.

(Time: 3:25 p.m.)

Amanda Wyszynski gave a presentation detailing the proposed development, offering a breakdown of the different phases and potential renderings, as well as the proposed amendments to the Official Plan and Zoning By-law being requested. She then responded to questions of Council. Joel Cotter also responded to questions of Council.

Councillor Bodaly left the meeting.

(Time: 3:40 p.m.)

Councillor Bodaly joined the meeting.

(Time: 3:43 p.m.)

David Galbraith, UP Consulting gave a presentation further detailing the proposed development, offering additional site and policy context. He then 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.

Formal Public Meeting

c) Title: **Zone Change Application Z-16-14, Draft Plan of Subdivision 30T-16402, 2115881 Ontario Limited (Mattamy Homes), 556, 560, 576 Conservation Dr**

Report No.: IPPW2025-041

Prepared By: John Vos

Ward No.: Ward 2, Northwest

Councillor Vasic left the meeting.

(Time: 3:59 p.m.)

Councillor Vasic joined the meeting.

(Time: 4:02 p.m.)

John Vos gave a presentation outlining the proposed development, including site specific zoning amendments, and the modifications to the conditions of Subdivision that were not in the staff report. He then responded to questions of Council. Joel Cotter and Ron Ormson also responded to questions of Council.

Councillor Roe left the meeting.

(Time: 4:24 p.m.)

Councillor Roe joined the meeting.

(Time: 4:29 p.m.)

Kristen Barisdale, GSP Group gave a presentation further outlining the proposed development, specifically the site specific zoning amendments being requested by the applicant. Brad Trussler, Mattamy Homes responded to questions of Council. Kristen Barisdale also responded to questions of Council. John Vos responded to questions of Council.

Councillor Bodaly left the meeting.

(Time 4:46 p.m.)

Councillor Bodaly joined the meeting.

(Time: 4:48 p.m.)

As no one else was present to speak to the application, the Chair concluded the Formal Public Meeting and advised the application is now open to Council for a motion and debate.

Moved by Councillor Bodaly, Seconded by Councillor Freeman:

1. That Council approve IPPW2025-041.
2. That Council approve Zone Change Application Z-16-14, 2115881 Ontario Limited (Mattamy Homes), for 556, 560, 576 Conservation Dr, as set out in Section 8 of IPPW2025-041.
3. That Council approve Draft Plan of Subdivision 30T-16402, 2115881 Ontario Limited (Mattamy Homes), for 556, 560, 576 Conservation Dr, as set out in Section 8 of IPPW2025-041 with the following modifications to the Site Specific Conditions of Subdivision Approval:
 - i. Modify condition 1.4 by adding 'to the satisfaction of the Director of Planning'
 - ii. Modify condition 2.14 by removing the text 'at its sole expense'
 - iii. Remove condition 4.18 entirely
 - iv. Modify condition 5.5 by removing Block 19
 - v. Modify condition 5.16 by removing the requirement of an agreement between the Owner and the Region of Waterloo
4. That Council delegate authority to the City's Director of Planning to make administrative and minor modifications to any Standard Condition of Subdivision Approval and/or Site Specific Condition of Subdivision Approval in relation to Draft Plan of Subdivision 30T-16402, and minor redline revisions to Draft Plan of Subdivision 30T-16402.

5. That Council further extend the timeframe for 2115881 Ontario Limited to obtain a building permit for the replacement of the dwelling unit at 560 Conservation Drive and the dwelling unit at 576 Conservation Drive until October 30, 2030, pursuant to subsection 6.a of the City's Demolition Control By-law.

Councillor Freeman left the meeting. (Time: 5:13 p.m.)

Councillor Freeman joined the meeting. (Time: 5:17 p.m.)

Councillor Vasic left the meeting. (Time: 5:21 p.m.)

Councillor Vasic joined the meeting. (Time: 5:22 p.m.)

Prior to the taking of the vote, Councillor Roach introduced an amendment to the motion as outlined below in **bold font**:

Moved by Councillor Roach, Seconded by Freeman:

1. That Council approve IPPW2025-041.
2. That Council approve Zone Change Application Z-16-14, 2115881 Ontario Limited (Mattamy Homes), for 556, 560, 576 Conservation Dr, as set out in Section 8 of IPPW2025-041, as amended to include the additional following zoning amendments:
 - i. For the portion of the Lands zoned RBC2:
 - A. **INTERIOR SIDE YARD setback: 1.2 metres on one side, 0.6 metres opposite side, provided there is no less than 1.8 metres between building**
 - ii. **Notwithstanding anything to the contrary, for the Lands, for CLUSTER DEVELOPMENT, a BALCONY may encroach into the FRONT YARD by a maximum one-point-eight metres (1.8m). For the purposes of this By-Law, a BALCONY is defined as platform that projects from an upper floor of a BUILDING and is enclosed by a parapet or railing.**
 3. That Council approve Draft Plan of Subdivision 30T-16402, 2115881 Ontario Limited (Mattamy Homes), for 556, 560, 576 Conservation Dr, as set out in Section 8 of IPPW2025-041 with the following modifications to the Site Specific Conditions of Subdivision Approval:

- i. Modify condition 1.4 by adding 'to the satisfaction of the Director of Planning'
- ii. Modify condition 2.14 by removing the text 'at its sole expense'
- iii. Remove condition 4.18 entirely
- iv. Modify condition 5.5 by removing Block 19
- v. Modify condition 5.16 by removing the requirement of an agreement between the Owner and the Region of Waterloo

4. That Council delegate authority to the City's Director of Planning to make administrative and minor modifications to any Standard Condition of Subdivision Approval and/or Site Specific Condition of Subdivision Approval in relation to Draft Plan of Subdivision 30T-16402, and minor redline revisions to Draft Plan of Subdivision 30T-16402.

5. That Council further extend the timeframe for 2115881 Ontario Limited to obtain a building permit for the replacement of the dwelling unit at 560 Conservation Drive and the dwelling unit at 576 Conservation Drive until October 30, 2030, pursuant to subsection 6.a of the City's Demolition Control By-law.

6. **That the final wording of the implementing Zoning By-Law be to the satisfaction of the Director of Planning and the City Solicitor.**

For the following reason:

- The mover indicated that Housing affordability is the number one concern communicated from constituents, and the applicant has indicated these amendments could decrease the costs of these homes

Motion Failed
 2 Voting in Favour
 4 Voting in Opposition
(COUNCILLOR HANMER)
(COUNCILLOR BODALY)
(COUNCILLOR VASIC)
(COUNCILLOR ROE)

Following the failed vote, the chair called the vote on the original motion tabled by Councillor Bodaly.

Moved by Councillor Bodaly, Seconded by Councillor Freeman:

1. That Council approve IPPW2025-041.
2. That Council approve Zone Change Application Z-16-14, 2115881 Ontario Limited (Mattamy Homes), for 556, 560, 576 Conservation Dr, as set out in Section 8 of IPPW2025-041.
3. That Council approve Draft Plan of Subdivision 30T-16402, 2115881 Ontario Limited (Mattamy Homes), for 556, 560, 576 Conservation Dr, as set out in Section 8 of IPPW2025-041 with the following modifications to the Site Specific Conditions of Subdivision Approval:
 - i. Modify condition 1.4 by adding 'to the satisfaction of the Director of Planning'
 - ii. Modify condition 2.14 by removing the text 'at its sole expense'
 - iii. Remove condition 4.18 entirely
 - iv. Modify condition 5.5 by removing Block 19
 - v. Modify condition 5.16 by removing the requirement of an agreement between the Owner and the Region of Waterloo
4. That Council delegate authority to the City's Director of Planning to make administrative and minor modifications to any Standard Condition of Subdivision Approval and/or Site Specific Condition of Subdivision Approval in relation to Draft Plan of Subdivision 30T-16402, and minor redline revisions to Draft Plan of Subdivision 30T-16402.
5. That Council further extend the timeframe for 2115881 Ontario Limited to obtain a building permit for the replacement of the dwelling unit at 560 Conservation Drive and the dwelling unit at 576 Conservation Drive until October 30, 2030, pursuant to subsection 6.a of the City's Demolition Control By-law.

Carried
5 Voting in Favour
1 Voting in Opposition
(COUNCILLOR ROACH)

6. NEW BUSINESS

Councillor Vasic wanted to highlight a new business by a first year University of Waterloo Student called Just Barely Baked, and provided a treat for Council. They met earlier today, and their story aligns with a book Councillor Vasic has been reading by Robin Wall Kimmerer, an Indigenous environmental biologist. The book talks about how the economy is based on transaction, and there is even an inherent reciprocity with gifts. The student's business model is based on connecting with people, information sharing, and a kind of community.

Councillor Vasic also wanted to highlight an email they received from the THEMUSEUM about a talk with Alex Sarian, author of The Audacity of Relevance, and president and CEO of Arts Commons in Calgary. The talk is on October 21, 2025, and tickets are by donation, or you can connect with the CEO if you want a table. He talks about the social impact and importance of the arts, especially in times of crisis.

Councillor Freeman noticed that Engage WR doesn't always include all the studies for planning applications, likely due to their size. She wanted to know if that's something that can change, as she likes to read them before Council Meetings. Joel Cotter, Director of Planning, offered to take this away and report back.

Mayor McCabe mentioned that Jazz Fest is this weekend at the Waterloo City Centre, as well as Afro Vibes in downtown Kitchener.

7. ENACTMENT OF BY-LAWS

Moved by Councillor Freeman, Seconded by Councillor Roach:

That the By-laws listed below be read a first, second and third time and finally passed, numbered sequentially commencing with By-law Number 2025-050 and that the Mayor and Clerk be authorized to sign them accordingly.

- a) By-law 2025-050 By-law to amend By-Law No. 2018-050, being a Zoning By-law controlling land use in the City of Waterloo for 556, 560, 576 Conservation Drive (Zoning By-law Amendment Z-16-14, IPPW2025-041, Council July 14, 2025, 2115881 Ontario Limited (Mattamy Homes))
- b) By-law 2025-051 By-law to confirm all actions and proceedings of Council, July 14, 2025

Carried Unanimously

8. ADJOURNMENT

Moved by Councillor Bodaly, Seconded by Councillor Hanmer:

That the meeting adjourn.

(Time: 5:35 p.m.)

Carried Unanimously

READ AND APPROVED, September 8, 2025

Mayor

City Clerk



**STAFF REPORT
Municipal Enforcement Services**

Title: Fireworks By-law Amendment
Report Number: COM2025-021
Author: Grant Curlew, Manager, Licensing & Standards
Council Date: Sept 8, 2025
File: N/A
Attachments: N/A
Ward No.: City-wide

Recommendations:

1. That Council approve report COM2025-021.
2. That Council approve amendments to the Fireworks By-law #2025-030.

A. Executive Summary

The City of Waterloo's Fireworks By-law was recently passed on May 28th, 2025. Through enforcement of the by-law over the Canada Day weekend, a technical error was identified in the by-law's wording, which permits the use of fireworks on the day before and after the Victoria Day and Canada Day holidays. In response, staff are proposing an amending by-law to correct this error.

B. Financial Implications

None

C. Technology Implications

None

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)

This project is linked to the Strategic Priorities of Complete Community.

E. Previous Reports on this Topic

COM2025-007 - Regional Working Group Fireworks Recommendations



STAFF REPORT
Transportation Services

Title: Lexington Road Complete Streets Study
Report Number: IPPW2025-033
Author: Chris Hodgson
Council Date: September 8, 2025
File: Project 120092
Attachments: N/A
Ward No.: Wards 4 and 5

Recommendations:

1. That Report IPPW2025-033 be approved.
2. That the Preferred Plan contained in Report IPPW2025-033 for Lexington Road be approved.
3. That Staff be authorized to progress the plan to detailed design phase to meet the timelines of the Federal Active Transportation Fund program.

A. Executive Summary

A study has been completed to review traffic related issues and active transportation needs along Lexington Road between Davenport Road and University Avenue. This work was advanced to meet the timelines of the Federal Active Transportation Fund program and aligns with outcomes of the Transportation Master Plan and priorities of the 2023-2026 Strategic Plan which is to develop a transportation system based on sustainability, safety and choice.

The project team has developed a preferred plan using a Complete Streets approach to address speeding issues and collisions as well as active transportation improvements along the corridor. The preferred plan, primarily consisting of narrowing the street, new controlled crossings, and replacing painted bike lanes with a multi-use-path will support a street for all ages and abilities. It will also help inform the detailed design phase and future budget considerations for construction.

Engagement with the public and interested parties included project information provided on Engage Waterloo and an in-person Public Information Centre held in early June of this year.

B. Financial Implications

Funding for the design phase will be funded \$50,000 by the Federal Government Active Transportation Fund and the remaining funding from the Transportation Master Plan Implementation project 120092. Currently the TMP project has available \$1.2M.

C. Technology Implications

None.

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)

Equity, Inclusion, and a Sense of Belonging - Expansion of the active transportation system and connection to neighbourhoods and the broader active network will offer a free and inclusive activity for the local and broader community.

Sustainability and the Environment - Focus on sustainable transportation and supporting alternate modes of travel, thereby contributing towards fewer auto trips and ultimately, a reduction in CO2 emissions.

Sustainable Transportation - Expanding, enhancing and connecting the active network for pedestrians and cyclists - Adopting Vision Zero practices and tactics to enable safe travel by all modes of transportation.

E. Previous Reports on this Topic

Report IPPW2021-037 City of Waterloo Transportation Master Plan 2020 Update

Report IPPW2022-019 Government of Canada Active Transportation Fund City of Waterloo Application



Lexington Road Complete Streets Study
IPPW2025-033

1. INTRODUCTION:

In 2021, Council approved the Transportation Master Plan Update which identified projects, programs and policies to support the City's vision for a transportation system based on sustainability, safety and modal choice. At a high level these included:

Complete Streets

The planning of streets for all ages and abilities and purposely designed and operated to allow for safer access for all users of the street.

Vision Zero

A strategy to eliminate traffic fatalities and severe injuries through a focus on policies and improved street design.

Active Transportation

The preparation of policies, plans and infrastructure to connect active users to major destinations in the city using transit and or active transportation modes. Key outcomes of this work included the preparation of the Primary Network, a list of priority projects and a focus on building cycling infrastructure that separates cyclists from vehicular traffic.

The City is continuing to plan and implement a connected active network to provide people with choice in how they travel. Lexington Road between Davenport Road and University Avenue is identified as a priority cycling project located along the Primary Network (see location map). The review and analysis of traffic issues was completed in accordance with the City's Annual Network Screening Program.

2. FEDERAL GOVERNMENT ACTIVE TRANSPORTATION FUND:

In June 2022, the City successfully applied to the Government of Canada's Active Transportation Fund (ATF) with a contribution of up to \$50,000 toward design costs of separated cycling infrastructure on Lexington Road. The ATF program conditions require the design of the cycling infrastructure be completed by March 31, 2026.

A review of this street identified traffic speed and safety issues along with cycling and other active transportation needs within the corridor. Given the above and the associated timelines of the ATF, Staff advanced a feasibility study to assess all items holistically and develop a preferred plan to address the traffic issues and determine appropriate cycling infrastructure under a single project.

Only the design of the cycling infrastructure is governed by the timelines of the ATF, therefore the process for the detailed design work is targeted to commence late summer 2025.

3. COMPLETE STREETS STUDY:

3.1 Introduction

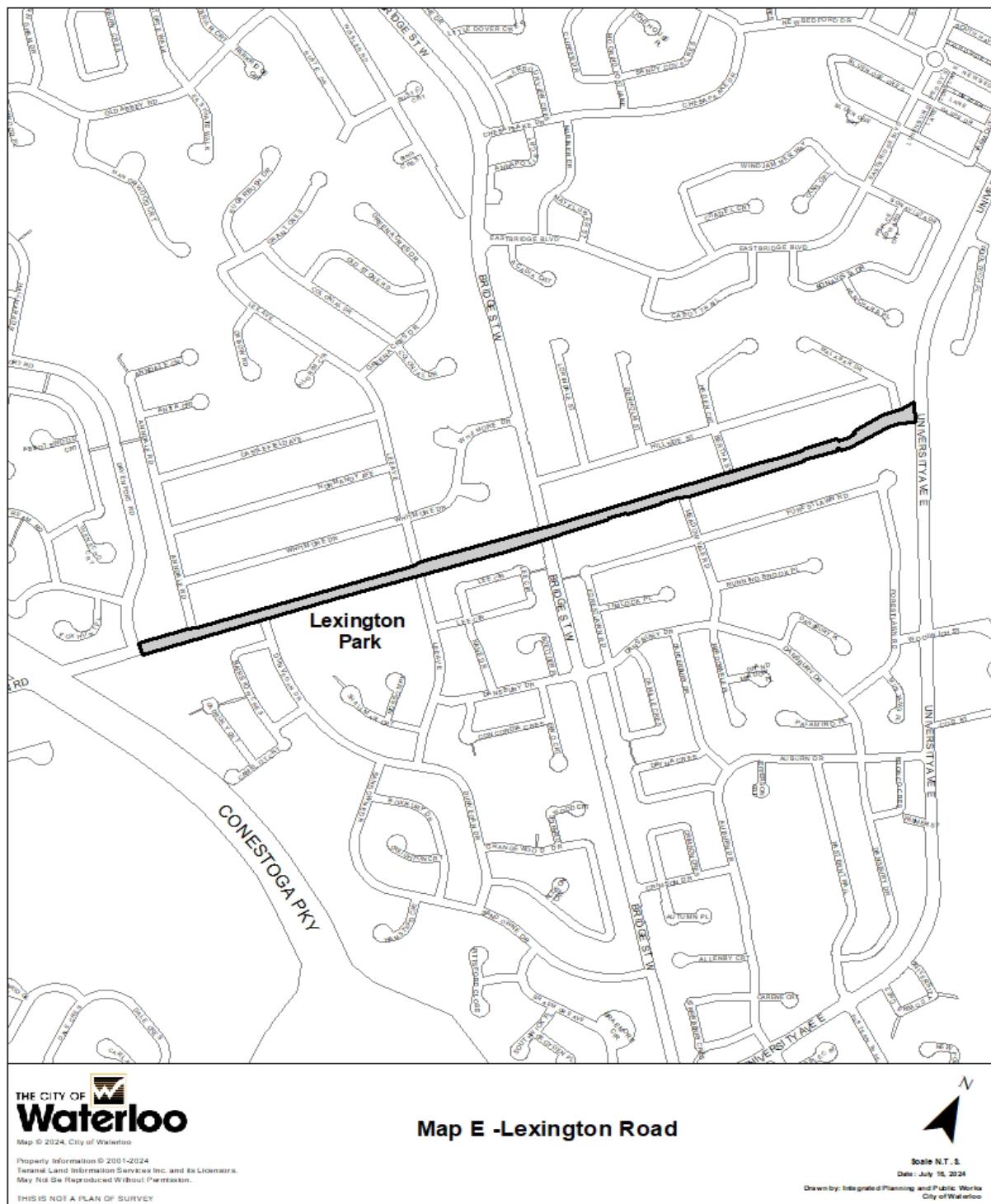
A detailed analysis of the issues and active transportation needs was completed by WSP consultants. This work considered a variety of tools and options to address safety concerns and develop a preferred plan for the Lexington corridor.

The Complete Streets approach is one of leveraging the potential for streets to support a variety of uses and a more diverse mode-share with focus areas of safety, health, multi-mobility, transit, accessibility, sustainability and equity. For Waterloo, Complete Streets policies are aimed to achieve the goal of being “economically viable, sustainable, vibrant, walkable, bicycle friendly, age friendly, accessible and diverse”.

3.2 Function of Lexington Road

The following briefly describes the function and purpose of the street:

- The street is classified as a Major Collector roadway in the City of Waterloo Official Plan. Essentially it serves as a crucial link in the transportation network, connecting arterial roads with local streets and distributing vehicular and active traffic between them;
- Grand River Transit services this area operating along Lexington between Davenport Road and Bridge Street with transit stops located on both sides of the street;
- The corridor is designated a Primary Fire Route;
- The street primarily consists of single residential homes, with some churches and Hygate Active Senior Living residence at the west end of the street. Lexington Park is located east of Dunvegan Drive;
- There are several schools in the surrounding area;
- Multi-use-paths are located at each end of the corridor at University Avenue (Walter Bean Trail) and west of Davenport Road connecting people to the Forwell Trail system. A MUP will be constructed on Davenport Road in 2026 connecting users to the ION station and GRT main terminal at Conestoga Mall;
- A sidewalk is located along the majority of the south side of Lexington Road, the section east of Bridge Street was constructed in 2014; and
- Overhead hydro runs the entire length of the south side of Lexington Road with several support poles located on the north side.



Location map

3.3 Traffic Data and Safety

The following briefly summarizes the traffic conditions along the street:

- Daily traffic volumes range from 4500 vehicles east of Bridge Street to 14,000 vehicles west of Bridge Street;
- Traffic speeds range between 54 km/h and 63 km/h; and
- Collision hot spots include the intersections of Davenport Road, Dunvegan Drive and University Avenue; and mid block collisions between Davenport Road and Dunvegan Drive and between Bridge Street and Meadowvale Road.

3.4 Policy Alignment

The following briefly summarizes the key policies considered in this work:

- Transportation Master Plan -- cycling infrastructure with a focus on separating cyclists from vehicular traffic;
- Sidewalk Policy -- the policy requires sidewalks or MUPs on both sides of the street for roads classified as Major Collectors;
- Strategic Plan -- expand and support infrastructure and transportation systems in an environmentally and fiscally sustainable manner;
- Official Plan -- encourage active transportation as an alternative to the automobile; and
- Transform WR -- a series of actions to help address climate challenges through the planning of sustainable transportation.

3.5 Design Alternatives

Based on the traffic data, policy alignment and consideration of constraints and challenges along the corridor, the design alternatives consisted of:

- Appropriate traffic calming based on classification and function of the street;
- Traffic improvements such as turn lanes at key intersections;
- Pedestrian improvements for crossing the street such as pedestrian islands and pedestrian crossovers (PXOs); and
- Cycling improvements including one-way and two-way cycle tracks in combination with sidewalks, and multi-use-paths. The cycling improvements include removing painted bike lanes and replacing with separated cycling infrastructure.

3.6 Evaluation

Evaluation criteria were developed to assess and compare the design alternatives with criteria focusing on these four main factors:

- User Experience - including pedestrian, cycling and access to transit;
- Safety and Risk - including driveway conflict, degree of separation between users and speed management considering the function and purpose of the street;
- Constructability - including minimizing impacts on utilities such as overhead hydro and existing sidewalks, minimizing construction cost; and

- Trees and Vegetation - including minimizing impacts on existing trees and opportunities for additional tree planting in the right-of-way.

3.7 Preferred Plan

Based on all the above and consideration of constraints and challenges along the corridor, the following summarizes the key elements of the preferred plan which will inform the detailed design phase. Opportunities to improve other facets of the street including utility needs or upgrades will also be considered.

- Narrowed street to achieve traffic calming effects;
- Pedestrian islands maintained at most existing crossing locations;
- Addition of pedestrian crossovers (PXOs) at strategic locations;
- Turn lanes at key intersections to assist in traffic movement;
- Removal of on-road bike lanes and replace with continuous multi-use-path along the north side of street between Davenport and University; and
- Additional landscaping and tree planting along the roadway.

The preferred plan has been prepared to a conceptual level – all dimensions and details will be confirmed during the detailed design work. Figure 1 below shows the conceptual layout of the preferred plan west of Bridge Street.



Figure 1: Conceptual layout near Lexington Park

3.8 Winter Maintenance

The City of Waterloo has recently commenced undertaking winter maintenance responsibilities on all multi-use-paths in the city which would include the Lexington Road MUP when implemented.

4. ENGAGEMENT:

4.1 Engagement Tasks

The following summarizes the engagement tasks undertaken as part of the study:

- Meeting with Ward Councillors;
- Notice to residents along and in vicinity of study area;
- Notice to internal and external interested parties including Region of Waterloo, GRT, WACAT and schools near the project site;
- Project information on Engage Waterloo <https://www.engagewr.ca/lexington-road-street-study>;
- In-person Public Information Centre (PIC) held June 10, 2025; and
- Meeting with GRAAC representatives and READI team July 14, 2025.

4.2 The project team received feedback following the PIC and the key themes applicable to the project are summarized below. A total of 16 individual comments sheets were collected from attendees.

- Speeding concerns on Lexington Road;
- Perceived private property impacts on the north side of Lexington;
- Install the multi-use-path on the south side of Lexington Road along the segment west of Bridge Street;
- Difficulty in getting out of driveways today;
- Tree impact concerns;
- Some support the multi-use-path, while others believe it will not get used and do not want a sidewalk; and
- Concerns that more traffic will divert through Whitmore Drive to avoid Lexington Road.

Large roll plans of the preferred plan were also made available for attendees to review, discuss and mark up with ideas and comments for the project team to review and consider in the next phase of the project.

5. NEXT STEPS:

The following summarizes the next steps for this project:

- Prepare scope of work for the detailed design phase using the preferred plan as the basis of the design, targeted to start late summer 2025;
- Retain an Engineering consultant through the city's procurement process to undertake detailed design and develop a cost estimate for construction;

- Review opportunities to improve other facets of the street and/or upgrade utilities as applicable;
- Coordinate design needs with Region of Waterloo for the Bridge Street intersection and with GRT for any improvements to the transit stops;
- On-going engagement with public and interested parties as the design progresses;
- Complete detailed design of the cycling infrastructure by March 31, 2026; and
- Use the upcoming budget process to review funding opportunities for construction of the preferred plan. Staff will also look out for future grant opportunities to fund this project.

6. SUMMARY:

The following provides a brief summary and overview of the study work completed to date:

- A feasibility study was completed to review and address traffic related issues and active transportation needs along the Lexington corridor;
- The study was advanced to meet the timelines of the Federal Active Transportation grant;
- Design alternatives were prepared, reviewed and evaluated against key criteria;
- A preferred plan has been developed based on the Complete Streets approach and aligns with strategic transportation policies of the city;
- Engagement has been undertaken with general public and interested parties, including an in-person PIC and information on Engage Waterloo; and
- The plan will inform detailed design and future budget needs for construction.

7. RECOMMENDATIONS:

Based on the completed work to date, staff recommend Council approve this report and preferred plan for Lexington Road; and, authorize Staff to progress the plan to detailed design phase to meet the timelines of the Federal Active Transportation Fund program.



STAFF REPORT Planning

Title: Multi-Unit Residential Acquisition Pilot Program (MURA)
Report Number: IPPW2025-048
Author: Adam Zufferli and Douglas W. Stewart, MCIP, RPP
Council Date: September 8, 2025
File: 230080
Attachments: Appendix 'A' - Multi-Unit Residential Acquisition Pilot Program (MURA)
Appendix 'B' - Discussion/Consultation Paper/Survey (MURA)
Ward Nos.: All Wards (City Wide)

Recommendations:

1. That Council approve IPPW2025-048.
2. That Council approve the Multi-Unit Residential Acquisition Pilot Program, attached as Appendix 'A' to IPPW2025-048.
3. That Council direct staff to develop and publish the implementation materials for the Multi-Unit Residential Acquisition Pilot Program.

A. Executive Summary

The City of Waterloo has been awarded from Canada Mortgage and Housing Corporation (CMHC) up to \$23.4 million in funding from the federal government's Housing Accelerator Fund (HAF). The HAF grant was established to provide financial support to local governments to address housing affordability and supply challenges within their communities. The City HAF Action Plan contains nine (9) housing initiatives.

Through HAF Initiative #5, the Multi-Unit Residential Acquisition Pilot Program (MURA) program aims to support the purchase of market rental buildings and/or units for affordable housing by not-for-profit providers, co-operatives and community land trusts. In addition, the MURA also promotes where feasible the addition of an estimated 25 new residential units and to explore opportunities to coordinate the grant program with similar initiatives under consideration by the Region of Waterloo.

The total one-time allocation of the HAF grant to Initiative #5 is up to \$3.5 million. Given that the full allocation of the HAF grant is conditional on achieving building permit targets, staff are working with a more conservative budget of 75% which is \$2.625 million. This budget would include funds for the development of specific legal documents and thus, \$2.5 million would currently be available for grant funding of affordable housing projects in accordance with the MURA. Should the remaining allocation of \$875,000 in HAF funding be made available, these funds would also be allocated to the future acquisition of market based rental housing projects in accordance with the MURA. The HAF funding for the MURA portion is to be allocated prior to December 13, 2027.

Through our review, currently, the City of Toronto has a MURA Program, the City of Hamilton is preparing a MURA Program for adoption and there are no similar programs being initiated by the Region of Waterloo at this time.

Housing, Infrastructure and Communities Canada (HICC) in collaboration with CMHC launched a call for application related to the administration of the program (due May 29, 2025) in accordance with the Canada Rental Protection Fund to assist with the acquisition of existing multi-unit rental buildings. It is our understanding that this program has not been initiated.

Prior to the development of the MURA, the following was completed: research was undertaken including review of City of Toronto materials, consultation through a survey available on Engage Waterloo with known local affordable housing providers, discussions with City of Hamilton planners, and an Information Meeting with local Not-for-Profit housing providers.

MURA benefits:

- Provides a city-initiated pilot program to distribute Housing Accelerator Fund grant funding through an open, transparent and competitive process.
- Provides the opportunity to assist eligible Not-For-Profit housing providers with a portion of the cost to acquire eligible existing market based rental housing with the objective of protecting long term affordable rental housing.
- Encourages eligible Not-For-Profit housing providers to consider the repair, replace, renovate existing rental units while protecting tenants rights.
- Encourages eligible Not-For-Profit housing providers to consider the evaluation and to secure the ability to add additional affordable housing units to the property where feasible.
- Provides clear and defined set of criteria to evaluate through the Call for Application process the eligibility of Not-For-Profit housing providers and proposed properties/units to be considered for grant funding.

3 **Integrated Planning & Public Works**

- Provides the opportunity to review MURA from time to time as additional grant funding is secured.
- Provides the opportunity to ensure that Council is kept informed of the progress of MURA.

Through the review of proposals submitted in response to the Call for Applications, the City will determine the successful candidate(s) and their grant distribution amount to maximize the benefit of the program in preserving natural occurring affordable rental housing.

Community Planning staff is seeking Council's approval to establish the MURA.

B. Financial Implications

MURA is funded entirely from the federal HAF grant program and will close once the HAF funds are fully allocated. If Council deems it appropriate to continue with the program after the current HAF funds are fully allocated, this will require additional funding be secured or allocated through future budget processes.

The total one-time allocation of the HAF grant to Initiative #5, MURA, is up to \$3.5 million. Given that the full allocation of the HAF grant is conditional on achieving building permit targets, staff are working with a more conservative budget of 75% \$2.625 million. This budget would include funds for the preparation of specific legal documents and thus, \$2.5 million would currently be available for grant funding of assisting with the purchase of housing projects in accordance with MURA. Should the remaining allocation of \$875,000 in HAF funding be made available, these funds would be allocated in accordance with the MURA program.

On June 23, 2025, Council directed staff to consider long-term funding of MURA as part of the 2027 and/or 2028-2030 budget deliberation process. In considering long-term MURA funding, staff will review preliminary information about the program's efficacy in protecting the existing affordable rental stock, and potential alignment with the forthcoming Federal government's Canada Rental Protection Fund.

C. Technology Implications

Not applicable.

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)

4 **Integrated Planning & Public Works**

General alignment with the ‘Community Centred’ guiding principle and ‘Complete Community’ strategic priority by supporting liveable neighbourhoods, investing in diverse housing options, and accelerating housing.

E. Previous Reports on this Topic

- IPPW2023-037 - Housing Accelerator Fund - City of Waterloo Application
- CAO2024-014 - Housing Accelerator Fund Launch and Progress Reporting
- IPPW2024-045 - Four Units, Four Storeys



Multi-Unit Residential Acquisition Pilot Program (MURA)
IPPW2025-048

SECTION 1 - INTRODUCTION

MURA is identified as the implementation of Housing Accelerator Fund Initiative #5 (HAF) and is one of nine housing initiatives the city identified to receive federal funding support for the city to address housing affordability and supply challenges.

For HAF Initiative #5, the City was approved for one-time allocation of up to \$3.5 million provided housing targets are achieved. MURA outlines the detailed criteria for determining eligible housing providers and properties for the one-time grant of funding. MURA grant funding is to be allocated by December 13, 2027.

It is acknowledged that there are significant pressures on existing market-based natural occurring affordable rental housing. MURA will assist eligible Not-For-Profit housing provider(s) with the purchase of market-based buildings/units to preserve rental housing through a Call for Applications approach. In addition, MURA encourages where feasible to evaluate the opportunity to add additional affordable rental housing units to existing developments. For HAF, the city estimated that an additional twenty-five (25) additional units could be secured through the MURA implementation.

MURA would apply to existing privately owned market-based properties which contain rental buildings of townhouse, stacked townhouse, multiple residential, apartment units. To provide context, in the summer of 2024, the city estimates that there were approximately 13,200 rental townhouse, stacked townhouse, multiple residential, apartment units located within the city, and further estimated that approximately 4,400 rental units are located within buildings of six (6) or more built prior to 1990. It is difficult to define how many of these rental units would be eligible for MURA funding and to predict when rental buildings/units are available for sale, however, we staff believe that this demonstrates a healthy potential opportunity for participation within MURA. It is also noted that often there are competing interests from market-based interests to purchase existing developments and supported through the planning framework to redevelop with alternative higher density land uses which can further lead to the loss of naturally occurring and existing rental residential units.

SECTION 2 - POLICY BACKGROUND

Public Planning Framework

The public planning framework (Official Plan, Zoning By-law etc.) provides policies and regulations to support the diversity of housing and housing choice within the city. The preservation of rental residential housing and the addition of additional housing through redevelopment would be consistent and in compliance with the public planning framework.

Housing Accelerator Funding

The City of Waterloo was awarded from Canada Mortgage and Housing Corporation (CMHC) up to \$23.4 million in funding from the federal government's Housing Accelerator Fund (HAF). The HAF grant was established to provide financial support to local governments to address housing affordability and supply challenges within their communities. The City HAF Action Plan contain nine (9) housing initiatives.

Through HAF Initiative #5, the Multi-Unit Residential Acquisition Pilot Program (MURA) aims to support the purchase of market rental buildings and/or units for affordable housing by Eligible Affordable Housing Provider(s) is to be developed. In addition, MURA also promotes where feasible the addition of an estimated 25 new residential units and to explore opportunities to coordinate the grant program with similar initiatives under consideration by the Region of Waterloo.

The total one-time allocation of the HAF grant to Initiative #5 is up to \$3.5 million. Given that the full allocation of the HAF grant is conditional on achieving building permit targets, staff are working with a more conservative budget of 75% which is \$2.625 million. This budget would include funds for the development of specific legal documents and thus, \$2.5 million would currently be available for grant funding of affordable housing projects in accordance with MURA. Should the remaining allocation of \$875,000 in HAF funding be made available, these funds would be allocated to the future acquisition of market based rental housing projects in accordance the MURA program.

Affordable Housing Strategy 2023-2033 (AHS)

The AHS is a ten-year plan (2023-2033) intended to support a healthier housing situation within the city and identifies actions the municipality can address.

The AHS defines five (5) goals for the city, where Goal 3 states: '*Optimize the use of existing housing and protect the affordable housing supply.*' Within Goal 3, Strategy 3.1 states: '*Reduce the loss or conversion of rental housing*' and Strategy 3.1 states: '*Support the transition of primary rental housing to community ownership, where appropriate.*'

MURA is one of the housing tools that the city can utilize to support achieving Goal 3 and Strategy 3.1. and 3.2 given the proposed pilot program provides financial support to assist Eligible Affordable Housing Provider(s) acquire existing market-based rental units/buildings and encourages the addition of affordable housing units to preserve rental housing and to increase the affordable housing supply.

SECTION 3 - APPROACH

The intent of MURA is to distribute federal funds from the HAF by providing detailed city criteria to evaluate proposals from Eligible Affordable Housing Provider(s) to preserve and expand market-based rental housing through an open and transparent process to maximize the preservation of existing market-based natural occurring rental affordable housing.

Funding

MURA is funded entirely from the federal HAF grant program and will close once the HAF funds are fully allocated. If Council deems it appropriate to continue the program after the current HAF funds are fully allocated, this will require additional funding be secured or allocated through future budget processes.

The total one-time allocation of the HAF grant to Initiative #5 (MURA) is up to \$3.5 million. Given that the full allocation of the HAF grant is conditional on achieving building permit targets, staff are working with a more conservative budget of 75% which is \$2.625 million. This budget would include funds for the development of specific legal documents and thus, \$2.5 million would be available for grant funding in accordance with the MURA Pilot Program. Should the remaining allocation of \$875,000 in HAF funding be made available, these funds would currently be allocated to the future acquisition of market based rental housing projects in accordance with the MURA program. The current MURA funding amount under the HAF program is to be allocated no later than December 13, 2027.

On June 23, 2025, Council directed staff to consider long-term funding of the MURA program as part of the 2027 and/or 2028-2030 budget deliberation process. In considering long-term MURA funding, staff will review preliminary information about the program's efficacy in protecting the existing affordable rental stock, and potential alignment with the forthcoming Federal government's Canada Rental Protection Fund.

Funding is to be issued as a Grant to the successful Eligible Affordable Housing Provider(s) where the terms and conditions would be outlined within a Grant Contribution Agreement to be registered on title after the acquisition of the property.

Call for Applications Process

MURA proposes to utilize a Call for Applications approach to determine the successful Eligible Affordable Housing Provider(s). MURA outlines a detailed approach to the

process of awarding the grant, defines the eligibility criteria for the Eligible Affordable Housing Provider(s) and the property/units, details the evaluation criteria and scoring for review of proposals and criteria for the distribution of funds.

The intent of the Call for Applications approach is to provide a minimum of sixty (60) days advance Notice to known Eligible Affordable Housing Provider(s) that the city would be issuing a Request for Proposals for their consideration. The intent is to provide early notice so that Eligible Affordable Housing Provider(s) can investigate properties for acquisition noting that this is an on-going process and availability of properties/developments is unpredictable.

The intent is having the Call for Applications open for submission of applications for a minimum of sixty (60) days to provide time for the Eligible Affordable Housing Provider(s) to identify a potential acquisition, to undertake very preliminary investigations, negotiate an Agreement of Purchase and Sale with a 'subject to financing' clause, and to prepare a formal response to the Call for Applications.

The intent is to review and complete the analysis of the responses received from the Call for Applications be undertaken by a city committee of staff comprised from various departments to provide a recommendation to the Chief Administration Officer (CAO) to award the grant. It is anticipated that the review, analysis and recommendation could be completed within thirty (30) days from the closing of the request. The successful candidate(s) would be advised of the city decision and the amount of the grant to be awarded. Following their acceptance, each successful candidate would be required to enter into a Grant Contribution Agreement setting the terms and requirements of the grant being provided.

Two Key Directions of the MURA

Successful Eligible Affordable Housing Provider(s)

The intent of the MURA is to maximize the protection of existing market-based rental units and where feasible to add new affordable residential units. Therefore, to maximize the approved funding, through the Call for Applications the city will consider awarding grants to multiple Eligible Affordable Housing Provider(s) to increase the benefit of financial assistance to support the acquisition of properties/developments.

Preliminary Due-Diligence Funding

Eligible Affordable Housing Provider(s) do not have the in-house expertise nor the financial resources to retain qualified persons for the preliminary evaluation of properties/buildings to determine opportunities and constraints. This preliminary evaluation could include a building assessment, servicing review, environmental assessment or land use review etc.

Therefore, the MURA program, through a Call for Applications process provides the opportunity for the Eligible Affordable Housing Provider(s) to be provided up to \$10,000 where qualified persons are retained to assist with the evaluation of properties/buildings as part of their response to the Call for Applications. Reimbursement would be reviewed based on the Eligible Affordable Housing Provider(s) providing from the qualified person a copy of letters/reports prepared and receipt for work completed up to \$10,000 excluding HST for each property/building considered within the Call for Applications.

MURA PROGRAM

MURA provides one-time grant funding to:

- Preserve existing rental housing, including Naturally Occurring Affordable Housing,
- Improve housing stability for current and future tenants,
- Improve the physical condition of the buildings,
- Ensure the long-term financial sustainability of the buildings/units, and
- Opportunity to add additional affordable rental units within the property.

MURA provides applicable definitions to be applied in the implementation of MURA including, eligibility of housing providers, properties, affordability, due diligence, required reports/plans.

MURA provides eligibility requirements for Eligible Affordable Housing Provider(s) to ensure they comply with incorporated Not-For-Profit Organization.

MURA provides eligibility requirements for properties:

- contain at a minimum one existing residential building,
- a minimum of six (6) residential units,
- as defined by the applicable City of Waterloo Zoning By-law (townhouse buildings, stacked townhouse buildings, multi-unit residential buildings, apartment buildings, lodging house),
- must be rental,
- not within a condominium,
- that a minimum 30% of the existing rental units be affordable (80% of CHMC Average Monthly Rent), and
- located within the city.

MURA provides eligible costs to be considered including limited due diligence costs related to the Call for Applications with conditions (up to \$10,000 per property), for due diligence costs related to property acquisition and for the purchase of the property (security deposits/downpayments).

MURA provides the legal, technical and financial information that will be required for both the Eligible Affordable Housing Provider(s) and the property in response to the Call for Applications to ensure the feasibility and viability of the proposal and to assist with the evaluation.

MURA sets out the evaluation criteria for the proposals received through the call for Applications. The evaluation scoring system provides preference to proposals that:

- protect existing rental residential units,
- add additional affordable housing,
- add additional residential units,
- provide affordable housing for priority groups,
- where existing and/or proposed residential units support the principles of VisitAble,
- where existing and/or proposed residential units provide housing for people of low-income and/or vulnerable to unhoused, and
- where existing and/or proposed residential align with Reconciliation, Equity, Accessibility, Diversity and Inclusion (READI).

MURA where repair/renovation is being proposed requires that a Repair/Renovation Strategy is provided to provide for written communication to existing tenants, any accommodations and compensation being provided and compliance with Residential Tenancies Act, 2006, S.O. 2006, c.17.

MURA requires the successful Eligible Affordable Housing Provider(s) to enter into a Grant Contribution Agreement that is to be registered on title which outlines the terms and conditions including that all affordable housing units are to be remain affordable for 40 years.

SECTION 4 - ENGAGEMENT

In the development of MURA, the community and specifically, Not-For-Profit Housing providers were provided opportunities of engagement. Utilizing a city developed list of approximately thirty (30) groups engaged in providing affordable housing within the city they were circulated through direct email as included in Appendix 'B' the 'Discussion/Consultation Paper/Survey (MURA)'. Through the direct circulation, four (4) responses were received and considered in developing the MURA.

Generally, the comments can be summarized as follows:

- supportive of a program,
- mixed support was received for pre-qualifying groups,
- ensuring sufficient time is provided for the groups to identify candidate properties,
- no preference of timing when Call for Applications was issued,
- mixed support for including townhouses,
- support for a minimum of six (6) residential units and with no upset limit,
- support for definition of average market rent being used,

- support for initial grant for work completed as part of the overall grant allocation, and
- preference to prioritize indigenous housing provider and include in evaluation criteria.

In addition, the 'Discussion/Consultation Paper/Survey (MURA)' was made available on the City Engage Page. Through this resource, one (1) additional response was received which was considered in developing the MURA Pilot Program.

Upon completing a draft of MURA, staff invited nine (9) Not-For-Profit housing providers to one of two sessions to discuss the draft program. On July 30, 2025, John Schumann (Flourish/Indwell), Dan Driedger (Beyond Housing) and Sean Campbell (Union Co-op) participated in a general discussion of the draft program.

Comments were supportive of the program to assist with the acquisition of market-based units. The addition of limited funding for due diligence work related to evaluate properties, limiting the per centage of existing units that meet affordability criteria and concern for a time sensitive decisions were the key results of the discussion.

MURA has been modified to reflect the engagement and consultation received.

SECTION 5 - NEXT STEPS

Upon approval of MURA by Council, staff would prepare the formal Call for Applications materials, the Grant Contribution Agreement and provide for an amendment to the Delegation By-law. It is noted that the preparation of the Grant Funding Agreement may require outside legal resources. Identification of membership and orientation for the Evaluation Committee would be completed.

It is anticipated that the early Notice of Call for Applications could be issued late 2025 and the formal Call for Applications in early 2026. As part of the early Notice, an opportunity for Eligible Affordable Housing Provider(s) to meet with planning staff to review the MURA Pilot Program would be undertaken. In accordance with the terms of HAF, the MURA grant funds are to be allocated no later than December 13, 2027.

APPENDIX 'A'

Multi-Unit Residential Acquisition Pilot Program (MURA)



Title:	Multi-Unit Residential Acquisition Pilot Program (MURA)
Department:	Integrated Planning & Public Works
Approval Date:	"[Click here & type date]"
Revision Date:	"[Click here & type revision date]"
Author:	Douglas W. Stewart, Senior Policy Planner - Affordable Housing Adam Zufferli, Policy Planner
Attachments:	N/A
Related Documents/Legislation:	Waterloo Housing Accelerator Fund - Initiative 5 Residential Tenancies Act, 2006, S.O. 2006, c17.
Key Word(s):	Affordable Housing, Multi-Unit Residential Acquisition, Grant Policy

PROGRAM STATEMENT:

The Multi-Residential Acquisition Pilot Program (MURA) is intended to help support the acquisition of eligible market rental buildings and/or units for affordable housing by Eligible Affordable Housing Provider(s) to protect long-term affordable rental housing.

MURA encourages the evaluation of opportunities to add additional rental units within the property and to identify where repair/renovation is required as part of the acquisition process.

The allocation of available funding is provided through an open and transparent Call for Applications approach.

MURA aligns with the 2023-2026 City's Strategic Plan priorities of Healthy and Resilient Neighbourhoods and Complete Communities, specifically, with the objective of protecting existing long-term affordable rental housing.

PURPOSE:

The City of Waterloo has received funding through the Housing Accelerator Fund (HAF) to support the development and implementation of MURA.

MURA will provide available funding to facilitate Eligible Affordable Housing Provider(s) to:

- Preserve existing rental housing, including Naturally Occurring Affordable Housing,
- Improve housing stability for current and future tenants,
- Improve the physical conditions of the buildings,
- Ensure the long-term financial sustainability of the buildings/units, and

- Opportunity to add additional affordable rental units within the property.

MURA provides a framework for the distribution of available program funds from time to time to qualified and eligible groups through an open and transparent Call for Applications process. MURA sets out the eligibility criteria, evaluation, selection criteria and processes to distribute funding. MURA relies on an eligible group to secure through an Agreement of Purchase and Sale a property with a condition of purchase subject to securing acceptable funding. MURA supports understanding, transparency, consistency in grant applications, assessment/review, and allocation of available program funds.

DEFINITIONS:

Additional Residential Unit(s): Are physical additions to, or conversions of space within, an existing building that results in a separate, self-contained living space within a building or within a new and separate building. Where the renovation of an existing unit results into two units being created, this would not qualify as an Additional Residential Unit within the MURA Pilot Program.

Affordable Housing Units: Rental housing units whereby the rent of a unit, inclusive of all utilities, is set at or below 80 percent of Canada Mortgage and Housing Corporation's (CMHC) Average Market Rent, by bedroom type, in the regional market area, for a minimum of 25 years.

Average Market Rent: Calculated annually by the Canada Mortgage and Housing Corporation (CMHC) through its Rental Market Survey. The Average Market Rent captures the average rent charged by private landlords for available units and is calculated for a given Regional Market Area. For Average Market Rent calculations, Waterloo is considered part of the Kitchener-Cambridge-Waterloo Regional Market Area.

Call for Applications: The implementation of the Pilot Program may be through a Request for Proposals (RFP) or Request for Expression of Interest (ROI) in accordance with City policies and procedures.

Chief Administrative Officer (CAO): The Chief Administrative Officer of the City of Waterloo or their delegate.

Treasurer: The Treasurer of the City of Waterloo or their delegate.

City: The Corporation of the City of Waterloo.

Construction Management Plan: A Plan prepared by the Eligible Affordable Housing Provider outlining their strategy and intent to address construction/renovation matters for the duration of the work that may affect existing tenants.

Council: The Council of the Corporation of the City of Waterloo.

Due Diligence Work: Technical work undertaken by the Eligible Affordable Housing Provider to assist with the evaluation of building/property under consideration for the response to the Call for Applications prepared by Qualified Persons. Preparation of investigative/opinion reports completed by professionals, such as planning, civil engineering, environmental and building analysis to be completed by a Qualified Person which may include Architect, Engineer(s) Professional Planner.

Eligible Affordable Housing Provider: An incorporated Not-For-Profit organization, such as an affordable housing provider, housing co-operative or community land trust. Notwithstanding the foregoing, an exemption is made where the subject lands are secured under a long-term lease from a Not-For-Profit type of organization (such as but not limited to Canada Mortgage and Housing Corporation, Region of Waterloo, City of Waterloo) for affordable housing purposes

These entities are subject to acceptance by the City, to ensure that the organization has no part of its income payable to, or otherwise available for, the personal benefit of a member or shareholder thereof.

Evaluation Committee: A committee comprised of City staff that will provide recommendations to the Chief Administrative Officer or delegate. The Chief Administrative Officer or delegate shall be responsible for appointing members to the Evaluation Committee. The Committee will be comprised of representatives from and are not limited to: Corporate Services (Financial Planning), Integrated Planning and Public Works (Planning, Engineering Services, Building Standards), Reconciliation, Equity, Accessibility, Diversity and Inclusion (READI) and other staff appointed by the CAO or delegate deemed necessary to review and evaluate proposals in response to the Call for Applications. The Committee will appoint a Chair to be the principal contact, to coordinate meetings and other associated administration functions.

MURA Grant Contribution Agreement: An Agreement between the City and the successful Eligible Affordable Housing Provider that outlines the technical and procedural requirements for implementing the MURA Pilot Program, the amount of grant funding awarded and timing milestones for the allocation of grant funding from the City. The agreement is to be registered on title.

MURA Pilot Program (MURA): The Multi-Unit Residential Acquisition Pilot Program and related financial grants.

Naturally Occurring Affordable Housing: Housing owned and operated as market housing that has a price or rent below the Average Market Rent. This typically includes older rental housing, rent-stabilized housing, and lodging houses.

Neighbourhood Engagement Plan: A Plan prepared by the Eligible Affordable Housing Provider to inform existing tenants prior to work being undertaken that outlines their strategy and intent to address occupancy during and after construction/renovation is completed.

Not-For-Profit: An organization, where no part of its income is payable, or otherwise, available for personal benefit to a member or shareholder. This includes all types of Not-For-Profit organizations and: includes rental co-operatives that are incorporated with a Not-For-Profit status.

Priority Groups: There are 12 groups that Canada Mortgage Housing Corporation (CMHC) defines as priority populations for affordable homes: groups who face a proportionally far greater housing need than the general population. There is also a 13th group, women-led households and specifically single mothers.

Priority population groups are:

- Women and children fleeing domestic violence,
- Women-led households, especially single mothers,
- Seniors 65+,
- Young adults aged 18-29,
- Indigenous Peoples,
- Racialized people,
- Recent immigrants, especially refugees,
- 2SLGBTQIA+,
- People with physical health or mobility challenges,
- People with developmental disabilities,
- People dealing with mental health and addictions issues,
- Veterans, and
- People experiencing homelessness.

Property Management and Operation Plan: A Plan prepared by the Eligible Affordable Housing Provider to outline their intent and strategy to outline how the property would be managed and the day-to-day operations and where additional units are proposed, the process for tenant selection and what supporting services may be provided.

Subject Property: The property to which the MURA Funding is to be allocated.

Tenant Management and Relocation Plan: When proposed repairs and/or renovations of existing residential units causing existing tenants to be relocated for the duration of the repair and/or renovation, the Eligible Affordable Housing Provider will be required to provide to the satisfaction of the City a plan for the duration of the work for existing tenants that: demonstrates how communication is to be addressed, the proposed scope of work, the period of disruption, the units affected, a relocation plan of existing tenants and future rents to be applied, in accordance with the Residential Tenancies Act, 2006, S.O. 2006, c17.

VisitAble: Residential housing units that are desired with basic accessibility features that promote inclusion, adaptability and ease of use for all residents and visitors, but

especially people with disabilities, older adults and families with strollers. A minimum VisitAble home includes the following three core features:

- A No-Step Entrance - at least one entrance to the residential unit (front, back or rear) is level and free of steps, allowing safe and independent entry for people using mobility devices, such as wheelchairs, walkers, or strollers.
- Clear Internal Circulation - doorways and hallways on the main floor of the unit, wide enough to allow easy navigation by individuals using mobility devices. This ensures barrier-free access throughout primary living areas.
- An Accessible Main-Floor Washroom - a functional bathroom on the main floor of the unit designed to be useable by guests with mobility disabilities. At a minimum, this includes sufficient clearance for a wheelchair or mobility device to enter and maneuver within space.

Zoning By-law: The City of Waterloo Zoning By-law 2018-050 or any future successor.

SCOPE OF MURA:

MURA applies to:

- Eligible Affordable Housing Providers that have applied for grant funding through MURA.
- City staff responsible for the delivery and administration of MURA.

MURA COMMUNICATION:

At a minimum, MURA will be communicated by means of:

- Posting MURA on the City of Waterloo website.
- Posting MURA on the City of Waterloo intranet so that it is available to all staff.
- Providing a copy to all staff involved in the delivery and administration of MURA.
- Including the website location for MURA all application information and communications. The Eligible Affordable Housing Provider(s) will be required to indicate on the grant application form that they have reviewed and understood MURA.
- Providing a copy to the Region of Waterloo.

The Eligible Affordable Housing Provider(s) is responsible for seeking out grant application information and ensuring compliance with the Pilot Program and submission deadlines.

MURA:

1.0 MURA Considerations

- 1.1 Grants in accordance with the MURA are intended to assist Eligible Affordable Housing Provider(s) in their acquisition of existing eligible rental buildings and/or units. Grants are intended to assist Eligible Affordable Housing Provider(s) off-set a portion of the associated costs related to due diligence evaluation for the acquisition of property and/or units.
- 1.2 MURA is dependent on the availability of approved funding as determined by the Treasurer or delegate.
- 1.3 From time to time the CAO or delegate, after consulting with staff, may interpret MURA without amending.
- 1.4 From time to time, MURA may be subject to further review and amendment.
- 1.5 All Eligible Affordable Housing Providers are encouraged to investigate all programs and sources of funding to supplement any grants awarded through MURA.
- 1.6 The successful Eligible Affordable Housing Provider(s) is required to ensure adherence to a Grant Contribution Agreement and to submit an annual report to the City that demonstrates compliance with that agreement.

2.0 MURA Eligibility Criteria

- 2.1 The project must meet the following criteria:
 - 2.1.1 Located within the geographic boundary of the City of Waterloo.
 - 2.1.2 The property must contain one (1) or more existing buildings.
 - 2.1.3 The entire building(s) must be operated as rental.
 - 2.1.4 At minimum 30% of the existing residential units in the project must be affordable rental housing units where said units have rents, inclusive of all utilities, set at or less than 80% of CMHC's Average Market Rent in the City of Waterloo market area at the time of application submission.

2.1.5 The following types of housing, as defined in the City of Waterloo Zoning By-law, are eligible:

Townhouse Buildings
Stacked Townhouse Buildings
Multi-Unit Residential Buildings
Apartment Buildings
Lodging Houses

2.1.6 The property contains a minimum of six (6) dwelling units of eligible housing types.

2.1.7 Condominium units in accordance with the Condominium Act are ineligible for MURA.

3.0 MURA Eligible Costs

3.1 Grant Funding is restricted to assist with the acquisition of eligible existing rental buildings and/or units:

- The acquisition of a property that complies with the MURA requirements (Section 2.0).
- Preliminary due diligence work associated with the evaluation of the proposed acquisition of a property that complies with MURA requirements (Section 3.2), and/or

3.2 For submissions deemed complete by the City in response to the Call for Applications, the City will provide limited repayment of up to \$10,000 excluding HST (receipts required) for the Eligible Affordable Housing Provider(s) to retain qualified persons for preliminary due diligence works/costs to assist the Eligible Affordable Housing Provider(s) in technical work related to assessing the property/building.

3.3 Early advancement of a portion of the grant may be provided for due diligence costs during the Due Diligence Period as outlined within the accepted Agreement of Purchase and Sale may include but are not limited to:

- Preparation of investigative/opinion reports completed by professionals, such as planning, civil engineering, environmental and building analysis.

3.4 Acquisition costs may include but are not limited to security deposits and down payments.

MURA Ineligible Costs

3.5 Operating expenses (including employee wages, debt payments, losses from the previous fiscal year, etc.).

Capital costs for the renovation or construction of for-profit housing.

Costs already approved under previous City grant funding programs.

Non-residential portions of mixed-use buildings

4.0 MURA Implementation

4.1 The City will implement the MURA by issuing a Call for Applications in accordance with available funding allocated through a competitive and transparent process.

4.2 The City will issue a Call for Applications from time to time, based on MURA funding availability as determined by the Treasurer or their delegate.

4.3 The City will issue at least one (1) Call for Applications.

4.4 Prior to the issuance of a Call for Applications the City will provide notice of the intent to issue a Call for Applications.

4.5 A Call for Applications issued under MURA will be open for a period of not less than sixty (60) calendar days.

4.6 The Treasurer or delegate may establish a minimum and/or maximum grant amount under MURA on a per application/project basis.

4.7 A Call for Applications and all associated documents will be posted on the City's website.

4.8 The City reserves the right to cancel any Call for Applications issued at any time and would advise Eligible Affordable Housing Provider(s) in writing who have registered for the Call for Applications.

4.9 The City may issue a Call for Applications from time to time, where interested Eligible Affordable Housing Provider(s) must register to apply and receive the materials within a defined application consideration window.

4.10 All applications received in accordance with a Call for Applications will be addressed with discretion and confidentiality. No additional

communications outside of the Call for Applications will be accepted from any parties.

5.0 MURA Information required for Call for Applications Submission

- 5.1 All submissions under MURA must include items specified within Sections 5.2 to 5.16 inclusive. Incomplete, misleading, or false information may render the application/award invalid at the City's sole discretion.

GENERAL

- 5.2 A cover letter summarizing all information and materials submitted in response to the Call for Applications.

ELIGIBLE AFFORDABLE HOUSING PROVIDER(S) QUALIFICATIONS

- 5.3 Demonstration of compliance with the eligibility requirements for Eligible Affordable Housing Provider(s) (Section 2.0), generally including a written résumé describing all prior relevant experience with property acquisition, property development, and management of rental housing, experience working with priority groups and/or affordable rental housing.
 - 5.3.1 Should the Eligible Affordable Housing Provider(s) propose for the delivery of MURA a partner that may not comply with the definition of an Eligible Affordable Housing Provider(s) that is agreeable subject to:
 - 5.3.1.1 The Eligible Affordable Housing Provider(s) shall be identified as the lead proponent and is only eligible to receive MURA funding from the city.
 - 5.3.1.2 Copies of all relevant agreements between the Eligible Affordable Housing Provider(s) and the For-Profit entity/organization, to the satisfaction of the City Solicitor.
 - 5.3.1.3 Full disclosure of any relationship with a for-profit entity/organization.
- 5.4 Summary description of the Eligible Affordable Housing Provider(s), including:
 - 5.4.1 A corporation profile report, listing all the directors and officers of the corporation.

- 5.4.2 Proof of incorporation.
- 5.4.3 If the organization is a partnership, a copy of the partnership agreement or letter/memorandum of understanding and a list of partners.
- 5.4.4 A solicitor's certificate that there is no ongoing or pending litigation or related entity or any liens or liens against the Eligible Affordable Housing Provider(s).
- 5.4.5 Which members of the public the organization has served in the past, serves today or intends to serve.
- 5.4.6 Contact information (for example - email address, phone number).
- 5.4.7 If applicable, contact information of partners.
- 5.4.8 Examples of similar projects the Eligible Affordable Housing Provider(s) has been involved in, and any previous project experience in developing and managing affordable rental housing projects.
- 5.4.9 Specific details of role/responsibilities and experience of all organizational team members and/or qualified consultants who will be engaged in managing and the delivery of the project.
- 5.4.10 Details on any outstanding Building Orders and Lodging House Licensing status (for multi-tenant houses), etc.
- 5.4.11 Audited Financial Statement prepared by a qualified person proving the organization has financial capacity or a plan to secure the necessary capital funding and financing to complete the purchase of the property. The Eligible Affordable Housing Provider(s) may include any requested MURA funding in their financial plans.
- 5.4.12 The amount of the grant being requested.
- 5.4.13 Identification of other sources of funding that have been received, applied for or consideration/intent to apply for.
- 5.4.14 Demonstrated ability to meet the Affordability Requirements of MURA which could include a summary of previous projects that illustrate experience, understanding and capability with such information as the annual financial breakdown of revenues (rent) and expenses (operational/capital).

5.4.15 Additional information that the Eligible Affordable Housing Provider(s) believes would be helpful.

SUBJECT PROPERTY

- 5.5 Executed Agreement of Purchase and Sale including a conditional clause related to receiving acceptable funding in addition to any conditional clause determined by the Notwithstanding the foregoing, an exemption is made where the subject lands are secured under a long-term lease from a Not-For-Profit type of organization (such as but not limited to Canada Mortgage and Housing Corporation, Region of Waterloo, City of Waterloo) for affordable housing purposes
- 5.6 The municipal address of the property.
- 5.7 Reference Plan (deposited or draft) or a legal description acceptable to the Land Registry Office.

DUE DILIGENCE

- 5.8 If undertaken, copies of all site-specific due diligence materials will be reviewed - including zoning and environmental reviews, municipal servicing analysis, property conditions inspections, fair market value determined through third-party appraisals completed in accordance with applicable industry standards, etc.

PROPOSED PROJECT

- 5.9 A detailed summary of the proposed project including, at a minimum, the following:
 - 5.9.1 If available, preliminary site plan that illustrates existing and proposed buildings, landscape features, amenity spaces, access, and parking.
 - 5.9.2 If available, building plans and unit layout.
 - 5.9.3 The total number of existing housing units to be acquired, identifying the size of units, the number of bedrooms and other relevant information.
 - 5.9.4 The total number of affordable and market housing units to be added through further redevelopment of the property, if applicable, a preliminary site plan, demonstration of conformity and compliance with municipal policies and regulations including, if necessary, identification of future Planning Act applications required, identifying

the size of units, the number of bedrooms and other relevant information.

- 5.9.5 Who the affordable housing units are intended to serve and how the units meet the community need (e.g. unit type, household composition, housing options for equity seeking groups etc.)
- 5.9.6 For the property, the number of parking spaces provided, the area of amenity space and any other facilities. A reduction in the number of parking spaces required by Zoning By-law may be authorized, with the discretion of the City's Director of Planning.
- 5.9.7 The rents for the existing and proposed housing units.
- 5.9.8 A Project summary/overview of estimated budget costs related to the acquisition and development of the property including but not limited to:
 - 5.9.8.1 Land acquisition cost.
 - 5.9.8.2 Proposed capital and operating budgets.
 - 5.9.8.3 Cost of building Additional Residential Units, if applicable.
- 5.9 Property Management and Operation Plan (including proposed tenant selection process and support services, if applicable).
- 5.10 Construction Management Plan if the property is occupied and requires renovations.
- 5.11 Tenant Management and Relocation Plan if the property is occupied and requires renovations.
- 5.12 A Neighbourhood Engagement Plan if the property is occupied and requires renovations.
- 5.13 Preliminary timetable of project including key milestones.

FINANCIAL VIABILITY

- 5.14 Evidence, subject to the satisfaction of the Treasurer, of the financial competence and project viability to include:
 - 5.14.1 Two most recent audited financial statements.
If not available, additional financial information to substantiate or establish liquidity and debt management

5.14.2 Project proforma.

5.14.3 Specific details of any equity to be contributed by the Eligible Affordable Housing Provider.

5.14.4 Specific details of other sources of government funding.

OTHER INFORMATION

- 5.15 A letter outlining the work completed and associated costs including all receipts undertaken in the preparation of the Eligible Affordable Housing Provider's response to the Call for Applications in accordance with Pilot Program 3.1.
- 5.16 Additional information can be provided at the discretion of the Eligible Affordable Housing Provider in support of their application.
- 5.17 Other information may be detailed in the Call for Applications, at the discretion of the City of Waterloo.

6.0 MURA Call for Applications Evaluation Criteria

QUALIFICATIONS

- 6.1 Demonstration that the Eligible Affordable Housing Provider(s) satisfies the eligibility criteria of the MURA (Section 2.0).
- 6.2 Have demonstrated experience with:
 - The ownership and/or management of affordable rental housing properties (or a property of a similar nature) and/or have assembled a capable team of partners or consultants with qualified experience.
 - The ability to complete any necessary repairs, upgrades or renovations for the property and maintain the property in a state of good repair.
 - Similar projects within the City of Waterloo or the Region of Waterloo.

PRIORITY GROUPS

- 6.3 Preference will be provided to proposals which provide Affordable Housing for priority groups.

VISTABLE HOUSING

6.4 Preference will be provided where existing and/or proposed residential units support the principles of VisitAble Housing.

RECONCILLIATION, EQUITY, ACESIBILTY, DIVERSITY, AND INCLUSION (READI)

6.5 Preference will be provided where existing and/or proposed residential units provide housing for people who are low-income and/or vulnerable to becoming unhoused.

6.6 Preference will be given to existing or proposed residential units that align with the principles of Reconciliation, Equity, Accessibility, Diversity, and Inclusion (READI). This might include efforts to advance Indigenous Reconciliation, reduce systemic barriers, ensure physical and social accessibility, reflect the needs of equity-denied communities, and create inclusive, welcoming living environments.

PROTECTION OF EXISTING AFFORDABLE HOUSING SUPPLY

6.7 Preference will be provided for all existing affordable housing units that propose to maintain affordability of existing affordable units.

DUE DILIGENCE

6.8 Preference will be provided where there has been due diligence completed by qualified persons such as preliminary evaluation of building, site, existing and potential rents, budget/costs, what is necessary to address maintenance matters, if any and potential for adding additional units has been undertaken.

PROJECT BUDGETS AND FINANCIAL RESOURCES

6.9 Preference will be provided to applications which provide detailed project budgets, including:

- 6.9.1 Budget for subject property acquisition.
- 6.9.2 Estimated budget for annual capital and operating costs.
- 6.9.3 Estimated budget for construction/renovation costs (if applicable).

6.10 All preliminary budgets will be evaluated on completeness, detail, and viability

- 6.11 The requested amount of MURA funding.
- 6.12 Approximate amount of additional funding request/secured from other sources.
- 6.13 Additional criteria that may be included within the Call for Applications.

DEPTH AND DURATION OF AFFORDABILITY

- 6.14 The minimum affordability period is 25 years for all housing acquired under the MURA. Proposals for where the Affordable Housing units will be maintained at affordable rents for the lifespan of the building, or for at least 40 years, will receive a higher score.

Throughout the entire duration of the minimum affordability term, the price of an Affordable Housing unit must not exceed 80% of the Average market Rent (AMR) in the Regional Market Area.

REPAIR/RENOVATION OF AFFORDABLE HOUSING SUPPLY

- 6.15 Proposals where proposed repair and/or renovation of existing residential units with minimal disruption to existing tenants will receive a higher score.
- 6.16 For proposals where there is proposed repair and/or renovation of existing residential units causing existing tenants to be relocated for the duration of the repair and/or renovation, the Eligible Affordable Housing Provider(s) will be required to provide a Repair/Renovation Strategy to the satisfaction of the City, to provide for the interests/rights of existing tenants.
- 6.17 The Repair/Renovation Strategy shall include at a minimum the following:
 - 6.17.1 A communication plan for the proposed work with the tenants including written communications and meetings to be scheduled for the duration of the work.
 - 6.17.2 An outline of the specific rental units affected and the scope of the proposed repair/renovation to be undertaken, the duration of the work to be undertaken, the name and contact information for the impacted rental units and existing monthly rents.
 - 6.17.3 A description of how the existing tenants will be accommodated for alternative housing and compensated in the interim for the duration of the proposed repair/renovation work.

6.17.4 A demonstration that the proposed repair/renovation would be completed in accordance with the Residential Tenancies Act, 2006, S.O. 2006, c17.

EXPANSION OF AFFORDABLE HOUSING SUPPLY

6.18 In addition to maintaining the existing housing units as Affordable Housing, Eligible Affordable Housing Provider(s) should consider how the building and/or property could be redeveloped to expand the supply of affordable housing. Proposals to expand the total supply of Affordable Housing through the further redevelopment of the property will receive a higher score.

6.19 Where there is a potential for redevelopment to add additional affordable rental residential units, a detailed overview of the number/type of units to be added, the municipal approvals necessary and the anticipated timing of the request would be beneficial in the evaluation of the response to the Call for Applications.

6.20 Proposals which include the redevelopment of additional Affordable Housing with minimal disruption to existing tenants will receive a higher score.

MURA CALL FOR APPLICATION EVALUATION ALLOCATION

6.21 Proposals will be awarded points based on compliance with MURA and weighting of evaluation points in accordance with Table 1:

Table 1 - Evaluation Criteria and Weighting - Call for Applications

Evaluation Criteria	WEIGHTING
<i>Qualifications</i>	10%
<i>Priority Groups and READI</i>	10%
<i>VisitAble Housing</i>	5%
<i>Protection of Existing Affordable Housing Supply</i>	20%
<i>Due Diligence</i>	5%
<i>Project Budgets and Financial Resources</i>	15%
<i>Depth and Duration of Affordability</i>	20%
<i>Expansion of Affordable Housing Supply</i>	15%
	100%

MURA ADMINISTRATION

- 6.22 An Evaluation Committee will be appointed by the CAO or delegate and be comprised of representatives from and not limited to: Corporate Services (Financial Planning), Integrated Planning and Public Works (Planning, Engineering Services, Building Standards), Reconciliation, Equity, Accessibility, Diversity and Inclusion (READI) and other staff appointed by the CAO or delegate deemed necessary to review and evaluate proposals in response to the Call for Applications. The Committee will appoint a Chair to be the principal contact, to coordinate the review and to undertake other administrative functions as required.
- 6.23 The Evaluation Committee will review and evaluate all submissions received through the Call for Applications process.
- 6.24 The Evaluation Committee will provide a written recommendation to the CAO or delegate which will include the rationale for the recommendation and provide a summary of all Call for Applications received which includes their score and comments.
- 6.25 The Evaluation Committee may require the submission of additional clarification/information in writing or schedule interviews with Eligible Affordable Housing Provider(s) who have made a submission in response to Call for Applications.

Request for additional clarification/information in writing or Interviews will be used to ask clarification questions regarding certain elements of an Eligible Affordable Housing Provider's submission. No new information about a proposal can be provided to the Evaluation Committee during an interview.

- 6.26 All submissions in response to a Call for Applications will be confidential in nature and will not be distributed beyond members of the Evaluation Committee and CAO or delegate.
- 6.27 The Evaluation Committee will review all submissions to the Call for Applications Eligible Affordable Housing Provider(s) will be notified in writing the status of their submission, once CAO or delegate has decided.
- 6.28 The City reserves the right, at the sole discretion of the City, to reject or decline any or all submissions received during the Call for Applications process.

7.0 MURA GRANT CONTRIBUTION AGREEMENT AND DISTRIBUTION OF FUNDING

- 7.1 Eligible Affordable Housing Provider(s) that have received a successful decision in response to the Call for Applications will be required to enter into a MURA Grant Contribution Agreement with the City committing to the acquisition and maintenance of Affordable Housing units, prior to the City issuing any grant money (excluding any pre-acquisition grants earlier provided).
- 7.2 The MURA Grant Contribution Agreement shall define the following items, to the satisfaction of the City:
 - 7.2.1 Total amount of MURA funding allocated to the Eligible Affordable Housing Provider(s) and timing of distribution of the funds exclusive of any funds provided in accordance with Section 3.2.
 - 7.2.2 Up to 25% of the maximum approved MURA funding contribution from the City may be advanced to assist with Eligible Affordable Housing Provider(s) property pre-acquisition costs exclusive of any funds provided in accordance with Section 3.2.
 - 7.2.3 A description of any construction or renovation to be completed and proposed schedule for the completion of such work.
 - 7.2.4 Ensuring that properties are brought into conformity with municipal requirements (including the Zoning By-Law), the Ontario Building Code, and any other applicable law.
 - 7.2.5 The number of Affordable Housing units to be acquired and preserved, and the number of new housing units (including new Affordable Housing units) to be created on the subject property.
 - 7.2.6 The affordability requirements and duration of the affordability period.
 - 7.2.7 Identification of other supporting affordable housing funding sources applied for and/or received.
 - 7.2.8 The rents of sitting tenants may increase annually by no more than the amount set by the provincial annual rent increase guideline, provided that the price for any unit does not exceed 80% of the Average Market Rent.

- 7.2.9 Eligible Affordable Housing Provider(s) may be required to accept new tenants who are in receipt of (or are eligible for) housing benefits.
- 7.2.10 Throughout the entire duration of the minimum affordability term, the price of an Affordable Housing unit must not exceed 80% of the Average Market Rent (AMR) in the Regional Market Area.
- 7.2.11 A minimum affordability term of 25 years will be required for all the affordable housing units supported under the MURA.
- 7.2.12 Requirements for annual reporting to the City, including verification of rents for Affordable Housing units for the duration of the affordability period and that accessible units are occupied by people with disabilities.
- 7.2.13 Non-compliance terms and processes, and default provisions.
- 7.2.14 Any other terms and conditions as required by the City to ensure that MURA funding is used to support the acquisition and long-term preservation of affordable housing.
- 7.2.15 Funding allocation will be based on the actual project budgets provided to the City through the response to the Call for Applications, up to the maximum per dwelling unit/lodging unit thresholds and overall initial allocation approved for the Eligible Affordable Housing Provider(s).

- 7.3 MURA funding will be provided to Eligible Affordable Housing Provider(s) as a capital grant.
- 7.4 The amount of MURA funding allocated per dwelling unit, and/or per lodging unit will be determined by the Treasurer or delegate, based on available funding, and defined within the Call for Applications.
- 7.5 The MURA Grant Contribution Agreement will be registered on title upon the successful completion of the purchase of the property. The Eligible Affordable Housing Provider(s) will provide a Lawyer Undertaking to the satisfaction of the City to require the registration of the MURA Grant Contribution Agreement immediately upon registration of the Deed transferring the ownership of the property to the Eligible Affordable Housing Provider.
- 7.6 Capital grants will be paid at the time of the City accepting the Lawyer Undertaking and the signing of the MURA Grant Contribution Agreement by all parties or unless otherwise agreed upon by the CAO or delegate.

7.7 The City may choose to allocate less than the total amount of funding requested by the Eligible Affordable Housing Provider(s), based on funding availability at the discretion of the CAO or delegate.

EARLY DISTRIBUTION OF A PORTION OF TOTAL GRANT FUNDING

7.8 At the request of the Eligible Affordable Housing Provider(s), up to 25% of the maximum approved MURA grant funding from the City may be advanced to assist with property pre-acquisition costs as approved by the Treasurer or delegate. Pre-acquisition cost may include due diligence work, property acquisition costs etc.

7.8.1 Land acquisition costs include the purchase price for the land and associated provincial taxes. The purchase price for land must be substantiated by independent and qualified market appraisal, to the satisfaction of the City.

7.8.2 Development costs include project management consultant fees, municipal approvals fees, and legal fees.

7.8.3 Due diligence costs may include any appraisals, building condition assessments, and environmental site assessments that are completed prior to the acquisition and development of the site.

7.8.4 Should the Eligible Affordable Housing Provider(s) require more than 25% early advancement of a portion of the funding, a written request with justification would be provided to the city for review and for a decision by the CAO and Treasurer or their delegates.

7.9 The City will prepare a MURA Grant Contribution Agreement to implement the MURA, the terms of the commitment and funding allocation.

7.10 The Eligible Affordable Housing Provider(s) will be required to enter into a MURA Grant Contribution Agreement with City prior to the distribution of any MURA funding.

7.11 The Eligible Affordable Housing Provider(s) is to provide a Lawyer Undertaking acceptable to the City Solicitor to ensure the MURA Grant Contribution Agreement is registered on title after the Eligible Affordable Housing Provider(s) completes the purchase of the property.

7.12 The MURA Grant Contribution Agreement will be registered on title upon the Eligible Affordable Housing Provider(s) completing the purchase of the subject property and in accordance with the Lawyer Undertaking.

MONITORING AND REPORTING

- 7.13 The Eligible Affordable Housing Provider(s) will be responsible for providing in writing the previous year's Rent Rolls and any additional information requested by the City.
- 7.14 Staff will monitor annual compliance with MURA by reviewing the Rent Rolls for the duration of the affordability period for the successful MURA grant.

8.0 ADDITIONAL MATTERS:

- 8.1 The City is not responsible for any costs incurred by the Eligible Affordable Housing Provider(s) in relation to MURA, including without limitation, costs incurred in anticipation of a grant or through the application process.
- 8.2 The following will make an Eligible Affordable Housing Provider(s) ineligible for receiving a grant:
 - 8.2.1 Currently in financial arrears or litigation with the City of Waterloo or the Region of Waterloo.
- 8.3 The following may make an Eligible Affordable Housing Provider(s) ineligible for a grant as determined at the discretion of the CAO or delegate:
 - 8.3.1 Non-compliance with legislation, City by-law and/or policy, or active litigation with City, any of its officers, employees, volunteers, or elected officials.
- 8.4 The City may establish penalties for non-compliance with any term or conditions of MURA and may include such penalties in the required Grant Contribution Agreement(s).
- 8.5 Eligible Affordable Housing Provider(s) are encouraged to consider applying to other funding programs to supplement MURA funding, with the goal of providing deeper affordability and improving the financial viability of projects.
- 8.6 The City may, from time-to-time, consult with Eligible Affordable Housing Provider(s) partners to review and modify where necessary MURA.
- 8.7 On an annual basis, or more frequently where appropriate, staff will provide a report to Council on the status of the MURA.

9.0 COMPLIANCE:

- 9.1 In cases of MURA violation, the City will investigate and determine appropriate corrective action.

APPENDIX 'B'

Discussion/Consultation Paper/Survey (MURA)



DISCUSSION/CONSULTATION PAPER/SURVEY

Affordable Housing Initiative - Multi-Unit Residential Acquisition Program

BACKGROUND

Introduction

The city is evaluating opportunities to develop policies and criteria to provide for a Multi-Unit Acquisition Program 'MURA' program as part of the city 'affordable housing' toolbox. As part of that commitment, the city has developed this '**Discussion/Consultation Paper**' to receive directed and solicited input to help guide the preparation of the City of Waterloo MURA program.

It is noted that there may be existing rental properties that in accordance with the planning policies have the potential to redevelop to a higher built form and density. However, the city believes it should also be a priority to maintain the existing built form, to modernize and improve the efficiencies of the residential units and to secure the stability of the existing affordable housing portfolio. Your comments will help shape the program and are appreciated.

Our Commitment

The City of Waterloo is committed to developing housing initiatives that support and work with public and private partners to create affordable housing opportunities to ensure that all residents have opportunity to live, work and play in a healthy and sustainable community. The city plays an active and participatory role with all levels of government in the implementation of this commitment and in supporting affordable housing initiatives whether they be public or private based.

The city commits to provide for a broad range of affordable housing incentives.

Housing Accelerator Fund (HAF)

The Multi-Unit Residential Acquisition (MURA) program is Initiative No. 5 of the Housing Accelerator Fund Action Plan.

The HAF outlines that within three years of initiation of the MURA Program the goal is to protect 25 residential units and within ten years to protect 75 residential units through this program.

The city has allocated \$3.5 million of the HAF funding to the MURA program, with the majority allocated as seed money to the grant program to provide for the protection of residential units.

Multi-Unit Residential Acquisition Program

The city of Waterloo is evaluating the opportunities of a MURA program as one of our housing initiatives. The program would provide limited funding for non-profit housing providers to preserve existing affordable rental housing stock. It is our understanding that only the city of Toronto has a MURA Program and that this program has existed since 2021.

The goal of the program is to protect and maintain the existing supply of affordable rental housing for the long term by moving them out of the private market and into community ownership for residents with low-to-moderate incomes.

MURA Program Objectives:

- Preserve existing rental housing.
- Improve housing stability for current and future tenants.
- Improve the physical conditions of buildings.
- Ensure long term financial sustainability of the dwellings.

Potential eligible providers could include:

- Non-profit housing providers.
- Indigenous housing providers.
- Non-profit housing cooperatives.
- Community land trusts.

Potential eligible properties:

- Existing rental property.
- Apartment buildings.
- Minimum six (6+) or more existing residential rental units.

The MURA program may provide for the following:

Request for Proposals

- based on the city issuing a Request for Proposals from time to time.
- based on an applicant requesting the city approve a private initiated request.

Qualification of Applicants:

- the opportunity for pre-qualification of applicants to assist with the review and timing of approvals.
- the opportunity for non-pre-qualified applicants to apply.
- percentage allocation to indigenous housing provider or priority criteria for selection.

Qualification of Proposed Sites:

- qualification of proposed sites to be funded.
- requirements to evaluate proposed site.
- definition of 'affordable housing' based on income or average market rent.

Funding

- determination of allocation for pre-acquisition and deposit funding.
- determination of allocation for purchase and renovation funding per unit.

STRATEGIC AND TARGETED CONSULTATION

The purpose of this section is to provide an opportunity for affordable housing providers to provide direction to help guide the development of the city MURA program.

Please fill in the circle as your preferred response.

1. Would you prefer a MURA program that issues a Request for Proposal (RFP) from time to time or on a first qualified basis?

- RFP from time to time.
- First qualified based on an applicant request.

Why and additional comments:

2. Is there a preferred time that you would want the MURA program to issue the Request for Proposal (RFP) in any year?

- January to April
- May to September.
- October to December.
- The timing does not matter.

Why and additional comments:

3. Would you prefer a MURA program that includes rental properties that could include townhouse dwellings, apartment dwellings and rooming house dwellings?

- Townhouse Dwellings.
- Apartment Dwellings
- Rooming House Dwellings.
- Townhouse Dwellings and Apartment Dwellings
- Townhouse Dwellings and Rooming House Dwellings.
- Apartment Dwellings and Rooming House Dwellings

- Townhouse Dwellings, Apartment Dwellings and Rooming House Dwellings

Why and additional comments:

4. Would you prefer a MURA program that defines the maximum number of units to be qualified and what would the maximum be (subject to funding being available)?

- Minimum 6 dwelling units to a maximum of 30.
- Minimum 6 dwelling units to a maximum of 60.
- Minimum 6 dwelling units to a maximum of 30.
- Minimum 6 dwelling units to a maximum of 60.
- Minimum 6 dwelling units to NO maximum.

Why and additional comments:

5. Would you prefer a MURA program that provides the opportunity to Pre-qualify Applicants?

- Pre-qualify Applicants.
- Do not Pre-qualify Applicants.
- No opinion.

Why and additional comments:

6. Would you prefer a MURA program that allocates a percentage of funding to Indigenous Housing providers or prioritizes Indigenous Housing providers through the project review process?

- Percentage of Funding allocated to Indigenous Housing providers.
- Prioritize Indigenous Housing provider through the project review process.
- No opinion.

Why and additional comments:

7. **Would you prefer a MURA program that requires specific information to qualify the applicant? The required information could include but not limited to: *(Previous similar projects, sources of funding, capital reserves available, demonstrated skills, experience and resources to successfully deliver the project, references etc.)***

- Agree, subject to review of a detailed list of qualification criteria.
- Disagree, based on what criteria they believe qualifies their request.

Why and additional comments:

8. **Would you prefer a MURA program that requires specific information to qualify the project? The required information could include but not limited to: *(demonstrated understanding of the opportunities, constraints, municipal servicing and planning framework, Business Plan to demonstrate viability of the project and addresses affordable housing, Relocation Plan to address existing residents during construction, etc.)***

- Agree, subject to review of a detailed list of qualification criteria.
- Disagree, based on what criteria they believe qualifies their request.

Why and additional comments:

9. **Would you prefer a MURA program that affordable is determined through percentage of income allocated to housing costs, or average market rent. time to time or on a first qualified basis?**

- Percentage of Income allocated to housing costs.
- Average Market Rent.

Why and additional comments:

10. Would you prefer a MURA program that provides either an amount or percentage of the TOTAL BUDGET (not an additional grant) allocated to the project to address due diligence and/or purchase deposits.

- INITIAL GRANT as fixed fee (to be determined) of TOTAL BUDGET and SECOND GRANT for implementation of TOTAL BUDGET.
- INITIAL GRANT as Percentage (to be determined) of TOTAL BUDGET and SECOND GRANT for implementation of TOTAL BUDGET.
- OTHER formula

Why and additional comments:

11. What other matters you would like to be considered within the MURA program? (list them)

- _____
- _____
- _____
- _____
- _____

Why and additional comments:

OPTIONAL SECTION

Business Name:

Business Address:

Principal Contact:

Principal Contact Email:

Example of a recent Affordable Development (address, number of units, land use, overview, timelines, municipal application completed, etc.)

Are you considering another property/development, when, where location and status of Project?

We thank you for taking the time to complete the survey.

PLEASE RETURN THE SURVEY VIA EMAIL TO: douglas.stewart@waterloo.ca no later than **March 21, 2025**.

Should you have any questions/clarifications, please do not hesitate to contact Douglas Stewart via email or at 519-886-1550 X78258.

- Please fill in the circle if you wish to receive updates related to this proposed program including a copy of the planning staff report when this matter proceeds to Council.



STAFF REPORT
Planning

Title: Zoning By-law Amendment Z-25-07, 380 Hagey Boulevard
Report Number: IPPW2025-053
Author: Kaitlyn Bisch
Council Date: September 8, 2025
File: Z-25-7
Attachments: Appendix 'A' – Proposed Development
Appendix 'B' – Summary of Public, Internal, and External
Comments
Appendix 'C' – Draft Site Specific Amendment
Ward No.: 6 – Central Columbia

Recommendations:

1. That council approve report IPPW2025-053
2. That Council approve Zoning By-law Amendment Z-25-07, 380 Hagey Boulevard, in accordance with Section 7 of staff report IPPW2025-053

A. Executive Summary

The Goldberg Group (the “Applicant”) on behalf of the Kothari Group and the University of Waterloo (the “Owner”) is proposing to amend Zoning By-law 2018-050 for the lands municipally known as 380 Hagey Boulevard (the “Lands”, as shown in Map 1 hereto) to permit a new 9 Storey Hotel containing 216 guest rooms, conference centre and banquet hall.

Through Zoning By-law Amendment Z-25-07, the Applicant seeks to permit the following site-specific amendments for the Lands:

1. To permit a Hotel use including ancillary restaurant and conference facilities, and a banquet hall as primary uses, in addition to the primary uses within the University College zone.
2. To specify that no minimum vehicular parking rate is required.
3. To permit a reduction of the minimum tower stepback for a portion of the building.
4. An increase in the maximum permitted architectural projection from 1.0 metres to 1.40 metres for a canopy and sunshade screen, into the streetline setback along Wes Graham Way.

5. To permit a minimum of 20 bicycle parking spaces to be provided, with 50% to be provided as Type A stacked bicycle parking spaces.
6. To permit a Geothermal Well

The site-specific amendments requested by the applicant are to allow for the development of a new hotel on the University of Waterloo campus, within the David Johnston Research & Technology Park. Based on staff's review of the Application, staff support Zoning By-law Amendment Z-25-07, as outlined in Section 7, for the reasons including

- The proposed amendment is consistent with the Provincial Planning Statement, 2024.
- The proposed amendment conforms to the Regional Official Plan.
- The proposed amendment conforms to the City Official Plan.
- The recommended site-specific zoning amendments are appropriate for the proposed development and will not have adverse impacts on the adjacent lands.
- The intended built form is generally compatible with the surrounding land uses and makes efficient use of municipal infrastructure.
- The proposed development will contribute to diversified economic development within the City of Waterloo.
- The proposed use will contribute to the creation of a complete community.

B. Financial Implications

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

C. Technology Implications

None

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)

Application Z-25-07 aligns with the 'Complete Community' pillar of the 2023-2026 Strategic Plan by proposing a development that will support the surrounding academic and employment uses, while also contributing to diversified economic development for future and current uses within the City of Waterloo.

E. Previous Reports on this Topic

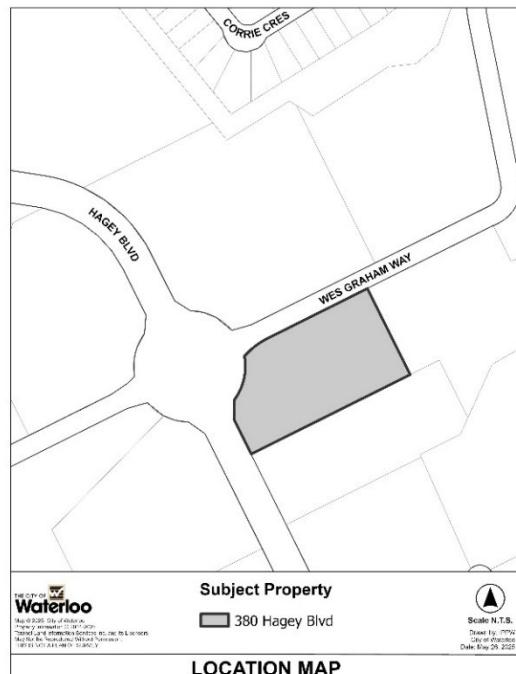
None



Zoning By-law Amendment Z-25-07, 380 Hagey Boulevard IPPW2025-053

SECTION 1: SUBJECT LANDS

Location: 380 Hagey Boulevard
Ward: Central Columbia, Ward 6
Subject Lands: 1.61 Hectares
Owner: University of Waterloo
Applicant: The Goldberg Group / The Kothari Group
Existing Zoning / Land Use: University College – 81, C74, Vacant Land
Proposed Zoning / Land Use: University College – 81, C74 with site specific provisions, Hotel



Site Description and Neighbourhood Context

The Lands are located within the University of Waterloo's David Johnston Research & Technology Park and are approximately 1.61 hectares in size. The lands are currently



Figure 1: Aerial Image of Vacant Land

4 Integrated Planning & Public Works

vacant. Figure 1, above, is an aerial image of the current vacant lands, and the surrounding properties:

The surrounding lands are also located within the Research and Technology Park. The lands to the south (340 Hagey Boulevard), is the University of Waterloo Toby Jenkins Building which contains office, childcare, and academic uses. The lands to the east (420 Wes Graham Way) is the evolv1 building, a three-story office building, with tenants including textnow, EY Canada, and Arcadis. Lands to the west and north-west (445 Wes Graham Way and 335-375 Hagey Boulevard) also contain existing three storey office buildings. A vacant parcel of land exists to the north (415, 425, 435 Wes Graham Way).

The Light Rail Transit (“LRT”) tracks exist approximately 180 metres to the east of the Lands. On the East side of the LRT tracks, exist a number of properties and uses including, offices for tenants such as Ford and Blackberry, St. Judes Private School, and light industrial manufacturing businesses including Valley Blades Limited. At the north end of the Research and Technology Park, the Province of Ontario announced in June of 2024 that this will be the location of Waterloo Region’s new acute care hospital.

SECTION 2: PUBLIC INPUT

The mechanisms utilized for gathering input in regards to Z-25-07 are as follows:

Mechanism	Date	Results
Agency and Staff Circulation	June 11, 2025	Agency and staff comments are summarized in Appendix ‘B’
Advertise that an application was received	June 19, 2025	Advertised in The Record. A letter was mailed to all property owners within 120 metres of the Lands
Sign posted on the Site	July 23, 2025	Staff received an affidavit from the Applicant and photo verification that the sign was installed on site.
Advertise a Formal Public Meeting	August 21, 2025	A notice was advertised within the Record.
Formal Public Meeting	September 8, 2025	Council consideration of Application.

Staff received public comments submitted through the Engage Page, which was advertised through the notice posted in the Record. Several public comments were received, with the majority in support of the proposed use within the context of the surrounding lands. A summary of comments received are included in Appendix ‘B’.

SECTION 3: PROPOSED DEVELOPMENT (see Appendix 'A')

The Applicant is proposing to develop a 9 storey hotel, containing 216 guest rooms, ancillary conference centre facilities and restaurant, and banquet hall. A total of 271 vehicular parking spaces is proposed including 8 electric vehicle spaces, and 7 accessible parking spaces (refer to Figure 2 below).

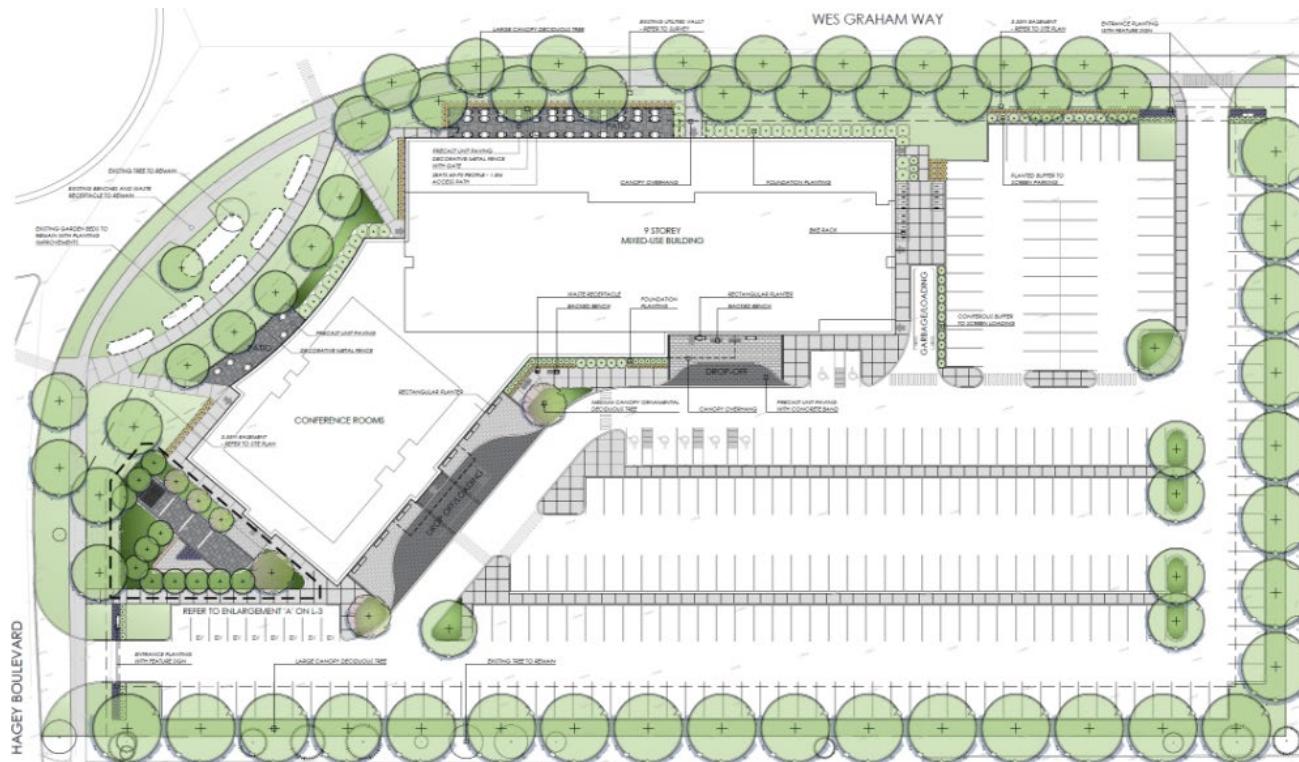


Figure 2: Proposed Site Plan

The first story of the proposed development contains the conference and banquet hall facilities, a restaurant, pool, fitness centre, meeting rooms, sunroom, bar/café and lounge. The remainder of the 8 storeys will contain the 216 Guest rooms. The proposed Conceptual Site Plan, Building Elevations and Building Perspectives are included as Appendix 'A'.

The following site-specific amendments are being requested by the Applicant for the proposed development:

7. To permit a Hotel use including ancillary restaurant and conference facilities, and a banquet hall as primary uses, in addition to the primary uses within the University College zone.
8. To specify that no minimum vehicular parking rate is required.
9. To permit a reduction of the minimum tower stepback for a portion of the building.

10. An increase in the maximum permitted architectural projection from 1.0 metres to 1.40 metres for a canopy and sunshade screen, into the streetline setback along Wes Graham Way.
11. To permit a minimum of 20 bicycle parking spaces to be provided, with 50% to be provided as Type A stacked bicycle parking spaces.
12. To permit a Geothermal Well

SECTION 4 – POLICY EVALUATION

4.1 Provincial Planning Statement

The Provincial Planning Statement, 2024 (the “PPS”) provides policy direction on matters of provincial interest and directs municipalities to focus growth and development within existing settlement areas. Collectively, the policies aim to focus growth within existing settlement areas and to create healthy, liveable, and safe communities sustained by accommodating institutional uses to meet the long-term needs of the community.

In staff's opinion, the application is consistent with the PPS for reasons including:

- The new hotel will contribute to the development of a complete community within a Protected Major Transit Station Area (“PMTSA”).
- The proposal represents an opportunity for intensification, close to active transportation
- The proposal will support diversified economic development for future and current uses within the City of Waterloo
- The proposal is transit supportive (including in proximity of the Research and Technology Park ION Stop)
- The hotel use will support current and future employment and institutional uses within and surrounding the Lands.

4.2 Region of Waterloo Official Plan

The Regional Official Plan (“ROP”) provides a land use policy framework that implements the PPS and Growth Plan in the regional context. The Lands are located within the Urban Area Boundary and designated Greenfield Area (as shown on ROP Map 3a, Urban Area). The Lands have also been identified as employment lands through Map 3, Employment Areas. Staff note that as of January 1, 2025, the City of Waterloo is responsible for interpreting the Regional Official Plan (ROP) within the limits of the City.

Currently, the ROP does not contemplate a hotel use within the Employment Area Policies applicable to the Lands. However, the more recent 2024 PPS directs that the Lands are no longer identified as, or within, an Employment Area.

In instances where the Regional Official Plan is not consistent with the Provincial Policy Statement, 2024, guidance on addressing inconsistencies are outlined in part through the PPS. PPS Policy 6.1(7), which states “Where a planning authority must decide on a planning matter before their official plan has been updated to be consistent with the Provincial Policy Statement, or before other applicable planning instruments have been updated accordingly, it must still make a decision that is consistent with the Provincial Policy Statement”.

In staff's opinion, the application conforms to the ROP for reasons including:

- The application represents an opportunity for intensification and transit-oriented development
- The application contributes to the creation of a complete community
- The application makes efficient use of existing vacant employment lands by supporting a development that is complementary to the surrounding employment uses
- The application does not negatively impact the primary employment and academic functions of the area

4.3 City of Waterloo Official Plan

The City of Waterloo Official Plan designates the lands as follows:

Official Plan Schedule	Designation
Schedule A: Land Use	Employment
Schedule A2: Employment Areas	Academic
Schedule B: City Structure	Nodes and Corridors - Research and Technology Park Node, Major Node
Schedule B1: Height and Density	High Density Employment, 81 metres
Schedule B3: Designated Greenfield Area	Designated Greenfield Area
Schedule B4: Sourcewater Protection Area	WPSA-8
Schedule C: District Boundaries	UW Research and Technology Park
Schedule E: Road Classification System	Minor Collector (Wes Graham Way), Major Collector (Hagey Blvd)
Schedule F: Active Transportation System	City-Wide Cycling and Multi-Use Routes
Schedule G: Road Widths	Wes Graham Way - 20.0 metre ultimate road allowance

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	Hagey Blvd - 30.0 metre ultimate road allowance
Schedule J: Station Areas	Research and Technology Station Area – Area B

The Lands are designated ‘Academic’ in the City of Waterloo Official Plan (the “City OP”). The intent of this designation is to enable post-secondary educational institutions, including but not limited to, the University of Waterloo. The City OP recognizes that post-secondary educational institutions are major employers in Waterloo’s economy, and community assets in terms of education, innovation, and diversity.

The Academic designation is a designation in which the predominant use of land is intended for post- secondary educational institutions, with a mixture and concentration of post-secondary educational institutional uses within the main campus of a recognized University or College. Lands designated Academic may also be zoned to permit other similar uses consistent with the vision and policies of this designation. A hotel use with an associated conference centre and banquet facility is a similar use consistent with the vision and policies of the Academic designation, and will support other uses within the R&T Park.

The Lands are located within a Major Node. Section 3.6.1(2) of the City OP describes how Major Nodes are planned as medium-high to high density mixed-use areas that accommodate a range of uses, which may include residential, commercial, employment, social, cultural, recreational and institutional uses.

The Lands are also located within close proximity to the Laurel Trail, identified as an active transportation connection (conceptual) in Schedule ‘F’, Active Transportation Framework, within the City OP. The lands will connect to this trail through the existing multi-use path along both Hagey Blvd and Wes Graham Way, reinforcing linkages to existing and future active transportation connections.

In staff’s opinion, the application conforms to the City OP for reason including:

- The proposed hotel will contribute to a complete community
- The proposed hotel provides alternative accommodation options for visitors to the City and surrounding post secondary institutions
- The proposed development supports intensification within a Major Node
- The location leverages community connectivity given its proximity to the Laurel Trail

4.4 City of Waterloo Zoning By-law 2018-050

The Site is currently zoned University College (UC-81), with site specific exemption C74. Permitted primary uses of the UC-81 zone include university/college and government use. In addition, site specific exemption C74 also permits the following primary uses:

- “Research & Development Facility” associated with the University of Waterloo and which may include ancillary:
- Light industrial manufacturing
- Light industrial processing
- Light industrial assembly
 - Advanced tech
 - Business incubator
 - Catering Establishment
 - Child care centre
 - Commercial recreation
 - Commercial services
 - Commercial wellness
- Drug store
- Financial services
- Food store
- Major office
- Makerspace (Class A)
- Medical clinic
- Office
- Personal service shop
- Restaurants (including take-out restaurants but not drive-throughs)
- Tech office
- Variety store

The proposed hotel use is not permitted within the UC-81, C74 zone. An amendment to the Zoning By-law is therefore being proposed to permit a hotel use. In addition, the Applicant is seeking to amend regulations within the UC-81 zone to permit the hotel development as proposed. Further details related to the amendments being sought are included in Section 5 of this report.

SECTION 5 – PLANNING EVALUATION

A summary of staff's review and evaluation of Zoning By-law Amendment Z-25-07 and the Applicant's proposed development is included in this section.

5.1 Hotel and Banquet Hall Use

The Applicant is seeking permission for a hotel (including an ancillary restaurant and conference facilities) and banquet hall to be permitted as primary uses on the Lands. The Lands currently do not permit a hotel or banquet hall as a permitted primary, complementary, or ancillary use within the UC-81 zone, or through site specific exemption C74.

Through their provided Planning Justification Report prepared by the Goldberg Group, the Applicant has demonstrated that the proposed development will introduce additional job opportunities within the PMTSA, while introducing a use that complements the existing and surrounding employment and academic uses. Furthermore, with the announcement of the new Acute Care Hospital to be located in the north end of the Research and Technology Park, the proposed hotel use will support families and professionals visiting the hospital.

Staff do not object to the proposed primary uses and are of the opinion the uses are consistent with the PPS, ROP, and City OP, and will contribute to the creation of a complete community within the Research and Technology Park.

5.2 Tower Stepback

The Applicant is seeking relief from the minimum 3.0 metre tower stepback above a podium, which is required where a building façade or part of a building façade is within 15 metres of the street line. The Applicant is requesting to reduce this required stepback to 0.0 metres for a portion of the building.

The development as proposed by the Applicant, has a minimum tower stepback above the podium of 8.0 metres for a majority of the building. Due to the irregular lot fabric caused by the frontage along the roundabout connecting Wes Graham Way and Hagey Boulevard, there is a pinch point where a portion of the proposed tower is not setback from a podium the minimum required 3.0 metre. In this location, the building is approximately 12.5 metres from the street line. See Figure 3 below.

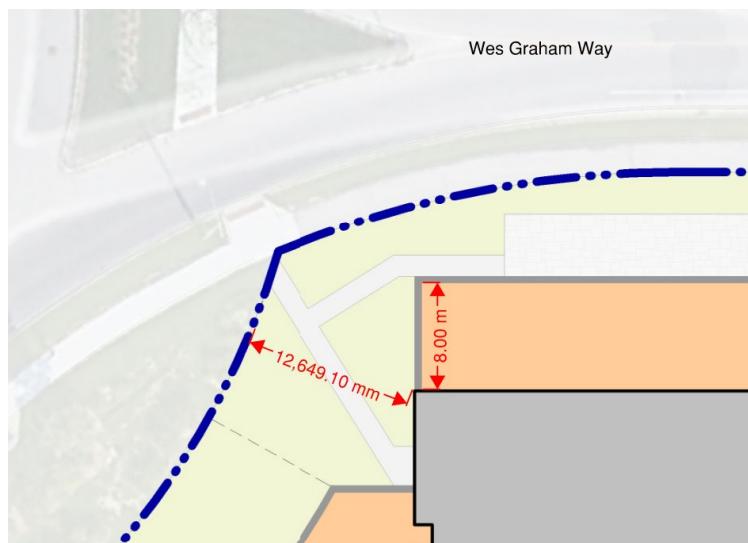


Figure 3: Proposed tower stepback design

The relief being requested will allow for a development that activates the streetscape while still meeting the intent of the podium regulations to minimize the impact of the building at a pedestrian scale along the streetscape. The amendment is being requested to recognize the irregular lot shape at the roundabout and the design and orientation of the proposed building. As a result, staff have no objection to the requested amendment, as the built form objectives of the tower stepback regulations are largely being maintained.

5.3 Vehicular Parking

The Applicant is seeking to clarify vehicular parking requirements for the Lands through the requested amendment to the zoning by-law.

As per Bill 185, which received royal assent on June 6, 2024, no Official Plan or Zoning By-law may contain policies or regulations that would require an owner or occupant of a building or structure to provide and maintain parking facilities, other than parking facilities for bicycles, within a PMTSA. As a result, the parking requirements as outlined within section 7.10.7 of Zoning By-law 2018-050 are not applicable to this development as the Lands are located within a PMTSA.

As a result of this Provincial change to the Planning Act, the Applicant is requesting a site specific provision to clarify that there is no vehicular parking minimum for the Lands. Staff note that the absence of vehicular parking minimums would still be applicable if this amendment was not requested. For these reasons, staff do not object to this amendment.

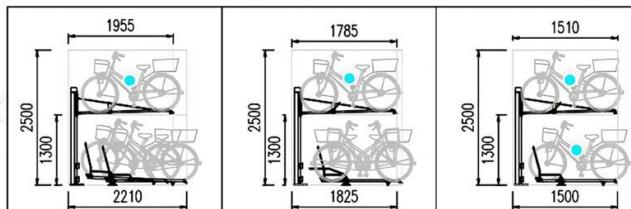
5.4 Bicycle Parking

The Applicant is seeking relief from the minimum required amount of bicycle parking spaces, being 90 spaces required, including 45 type A spaces and 45 type B spaces. The bicycle parking rate applied to the Lands is a non-residential parking rate of a minimum of forty percent (40%) of the required motor vehicle parking spaces. The required bicycle parking is calculated using the rate of parking which would have been required through section 7.10.7 of the Zoning By-law.

The Applicant is proposing a total of 20 Bicycle Parking spaces, including 10 Type A (Stacked) spaces, and 10 Type B spaces. The Kothari Group has outlined the proposed reduction in bicycle parking as being reflective of the actual usage patterns and appropriate for the specific needs and behavior of hotel visitors. Furthermore, a Traffic Impact Study (“TIS”) prepared by TraffMobility Engineering Inc, was submitted in support of the bicycle parking reduction. Through this study a Mode Share Split utilizing data from Transportation Tomorrow Survey (TTS) data from 2022 was provided, indicating that the bicycle trips generated by the proposed development on weekdays based on current trends will be fewer than 5 trips per day. The proposed onsite bicycle parking was indicated to be sufficient to meet the anticipated demand. For these reasons, staff do not object to this amendment.

5.5 Stacked Bicycling Parking

The Zoning By-law does not include provisions that would allow for stacked bicycle parking to be considered within the minimum required bicycle parking rate. The Applicant is proposing stacked bicycling parking to provide secure Type A bicycle within the development. While the specific details on the design will be determined through the Site Plan process, the Applicant has provided several examples to show the functionality of what is being proposed (refer to Figure 4 below).

Layout of Two Stage Bicycle Racks*Figure 4: Proposed stacked bicycle parking configurations*

To allow stacked bicycle parking, the Applicant is requesting that, in addition to the dimensions in for bicycle parking, found in Table 6F: Bicycle parking space dimensions, in the Zoning By-law, the following dimensions are added for stacked bicycle parking.

- Length (minimum): 1.8 metres
- Width (minimum): 0.6 metres
- Vertical Clearance (minimum): 1.2 metres
- Access Aisle width (minimum): 1.75 metres

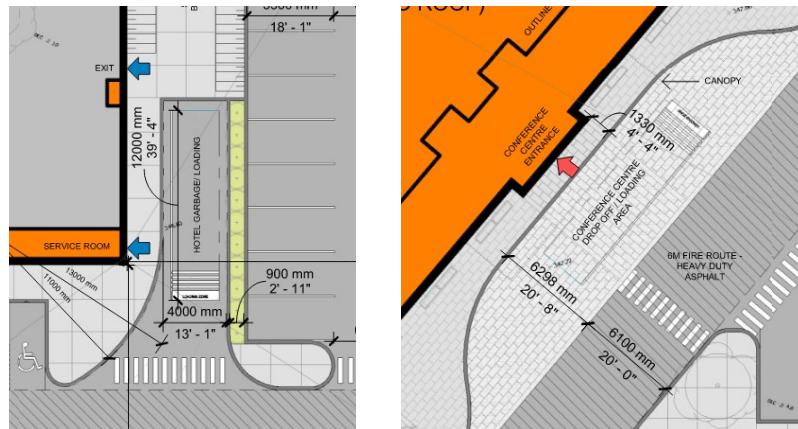
The proposed dimensions are consistent with previous amendments to the Zoning By-law approved by Council, which permitted stacked bicycle parking. As such, staff do not object to the additional regulations to support the provision of stacked bicycle parking on the Site.

5.6 Loading Space Requirements

Through this application the Applicant is seeking to reduce the minimum number of required loading spaces. Section 6.9.4.1 of the Zoning By-law outlines a minimum of 4 Type B loading spaces for non-residential uses, for a building with a floor area between 10,001 and 28,000 square metres.

The proposed development has provided two Type B loading spaces, one adjacent to the outdoor bicycle parking and surface parking to the east, labeled as loading specifically for garbage collection and for the hotel use. A second loading space is provided directly south of the conference center's entrance, also serving as a drop-off and layby area (as shown in Figure 5 below).

Figure 5: Proposed loading spaces



The Applicant has indicated the loading spaces provided will support the operational functions of the hotel and banquet hall uses, and has demonstrated the turning movements for service vehicles are functional and will be able to support onsite garage collection. The proposed locations of these spaces are compliant with all other provisions of the Zoning By-law.

No objections to the proposed amendment were received by transportation staff. As such, staff do not object to the request to amend the minimum loading space requirements for the proposed hotel and banquet hall. Further details related to the site layout and functionality will be reviewed and determined through the Site Plan Review process.

5.7 Architectural Projections

The Zoning By-law specifies in section 3.A.5 b.) the permission for architectural projections permitted to encroach into the minimum building setback for which a building is more than 20 metres in height, but less than 40 metres in height. This provision permits a maximum encroachment of 1.0 metres into the minimum building setback. Through the proposed application the applicant had requested relief from this provision to permit encroachment beyond 1.0 metre.

A 3.6-metre-wide easement currently exists along the street line of the entirety of the property in favor of the City of Waterloo and Waterloo North Hydro. To not impede the easement, any proposed architectural projections is not permitted to encroach within this easement. To ensure protection of the easement, the Applicant is now requesting a maximum encroachment for architectural projections of 1.4 metres to support the proposed patio and building entrance along Wes Graham Way. This will not encroach into the existing easement.

The relief being requested for the architectural projections will support the activation of the streetscape along Wes Graham Way. This relief will allow for a sunshade / sunscreen above the proposed at grade patio to provide additional coverage for the patrons of the ancillary restaurant use. This relief will also allow for a covered pedestrian entrance off Wes Graham Way, allowing for increased connection to the

existing multi-use path and Research and Technology Park ION station located less than 250 metres east of the Lands.

Staff have no objection to the relief requested as it is located outside the easements identified on the Lands and will support the activation of the streetscape along Wes Graham Way.

5.8 Geothermal Wells

The Applicant has indicated that a geothermal well is being considered for this proposed development. As per section 3.W.1.1 of the Zoning By-law geothermal wells are not permitted on lands within the City west of Weber Street. The Lands are approximately 2 kilometers west of Weber St N, and as per regulation 3.W.1.1 would currently not be permitted to have a geothermal well. The prohibition of the geothermal wells is to protect municipal drinking water wells.

Through the formal submission of this application, and the request for the geothermal well, the Region of Waterloo source water protection staff were circulated and confirmed that in this location and for this proposed development they had no concern with the proposed geothermal wells. For these reasons, staff do not object to this amendment.

SECTION 6 – CONCLUSION

Based on the Planning Division's review of the application, staff support Zoning By-law Amendment Z-25-07 as set out in Section 7 of report IPPW2025-053, for reasons including:

- The proposed amendment is consistent with the Provincial Planning Statement, 2024.
- The proposed amendment conforms to the Regional Official Plan.
- The proposed amendment conforms to the City's Official Plan.
- The recommended site-specific zoning amendments are appropriate for the proposed development and will not have adverse impacts on the adjacent lands.
- The intended built form is generally compatible with the surrounding land uses and makes efficient use of municipal infrastructure.
- The proposed development will contribute to diversified economic development within the City of Waterloo.
- The proposed use will contribute to the creation of a complete community.

SECTION 7 – RECOMENDATOINS

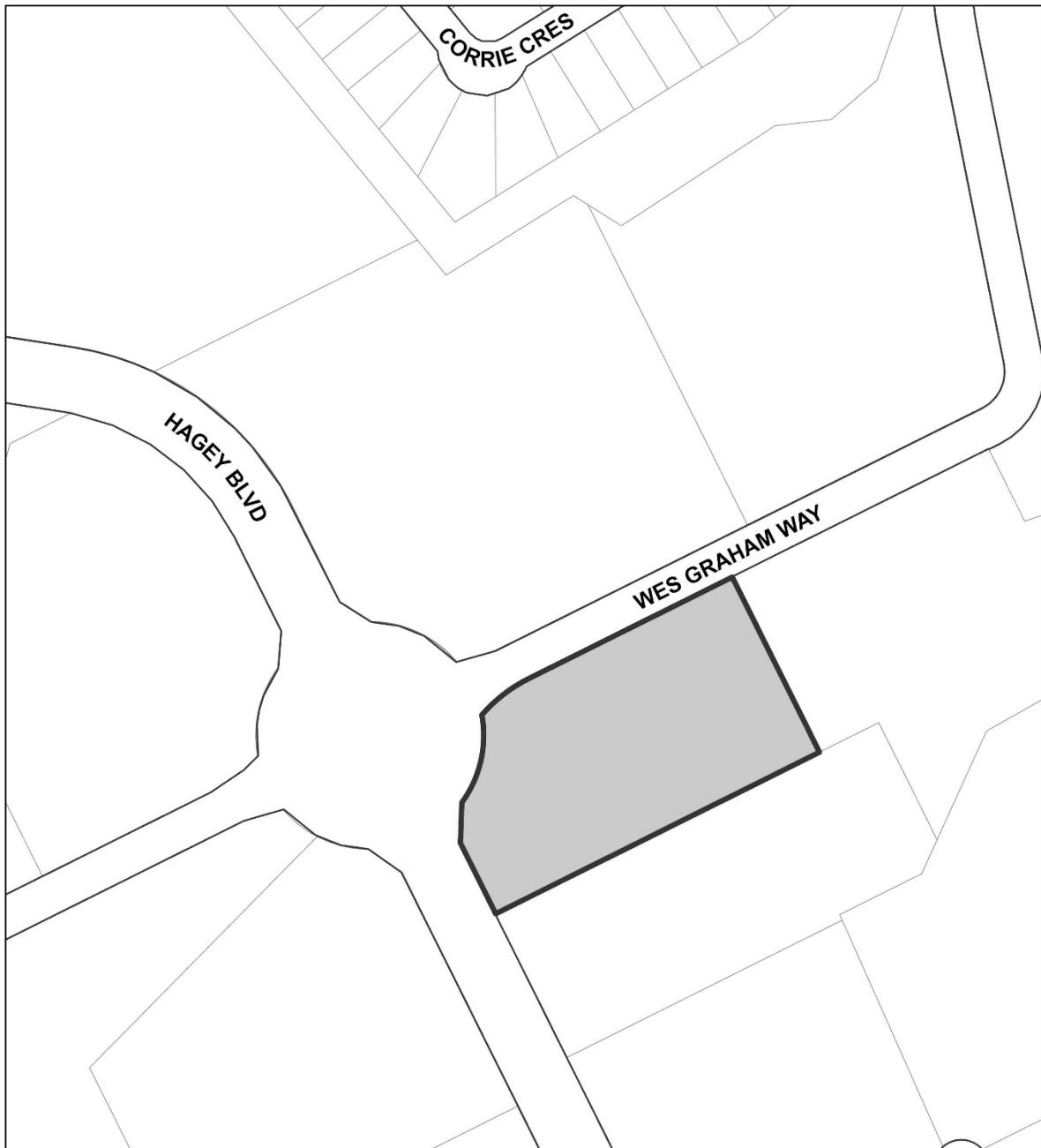
15 **Integrated Planning & Public Works**

- A. That council approve report IPPW2025-053
- B. That Council approve Zoning By-law Amendment Z-25-07, for the lands municipally known as 380 Hagey Boulevard, as follows:
 - a. That Zoning By-law 2018-050 is hereby amended by adding Site Specific Exemption "C289" to Schedule 'C' of Zoning By-law 2018-050 as set forth in Schedule 'C' attached to IPPW2025-053.
 - b. That Zoning By-law 2018-050 is hereby amended by adding Site Specific Exemption "C289" to Schedule 'C1' of Zoning By-law 2018-050, for the lands identified as "380 Hagey Boulevard" on Map 1 attached hereto.

Prepared By:

Kaitlyn Bisch, BLA, MA
Development Planner
Development Planning, IPPW
Kaitlyn.Bisch@waterloo.ca

MAP 1



Map © 2025, City of Waterloo
Property Information © 2001-2025
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THIS IS NOT A PLAN OF SURVEY

Subject Property

 380 Hagey Blvd

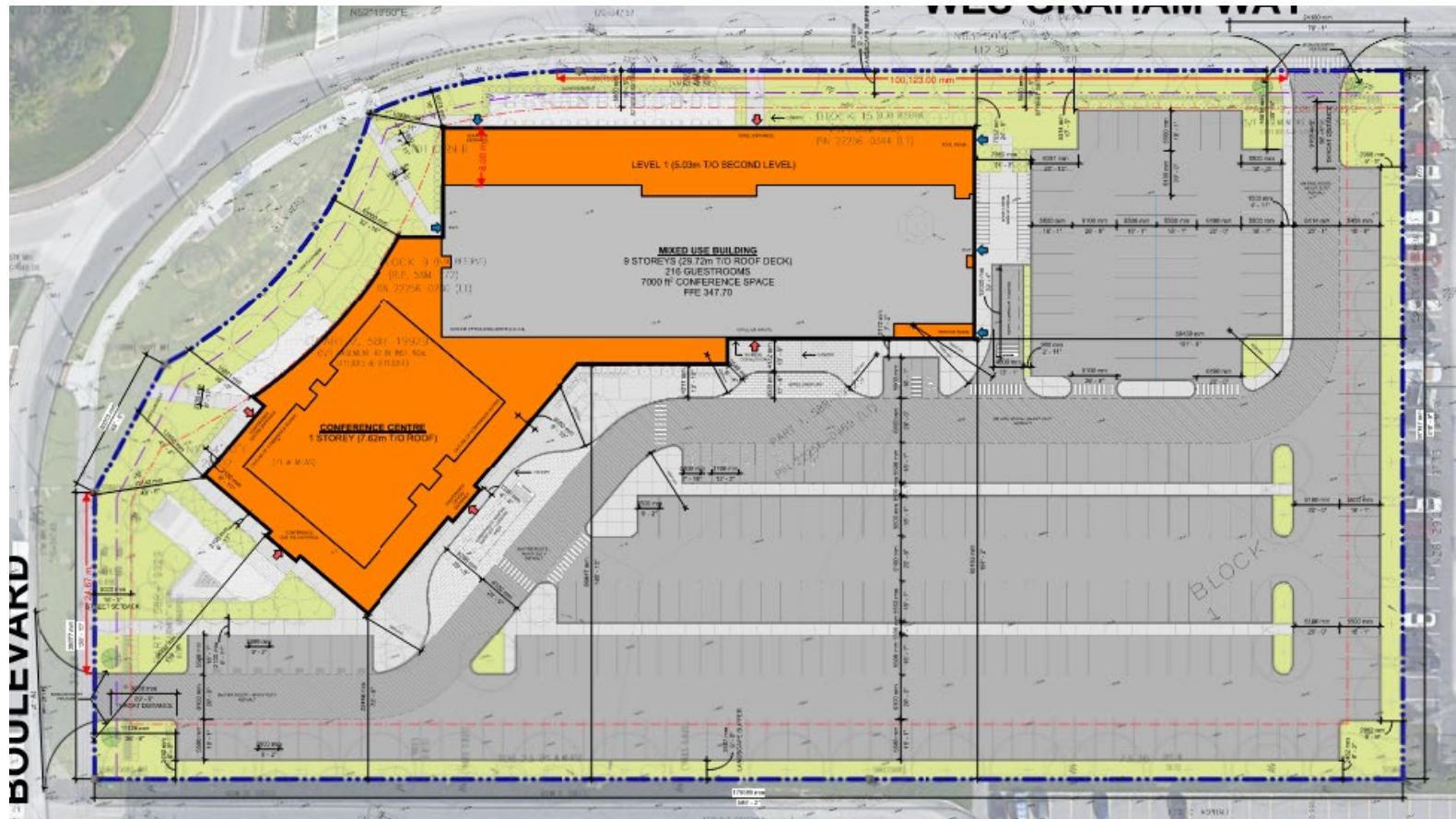


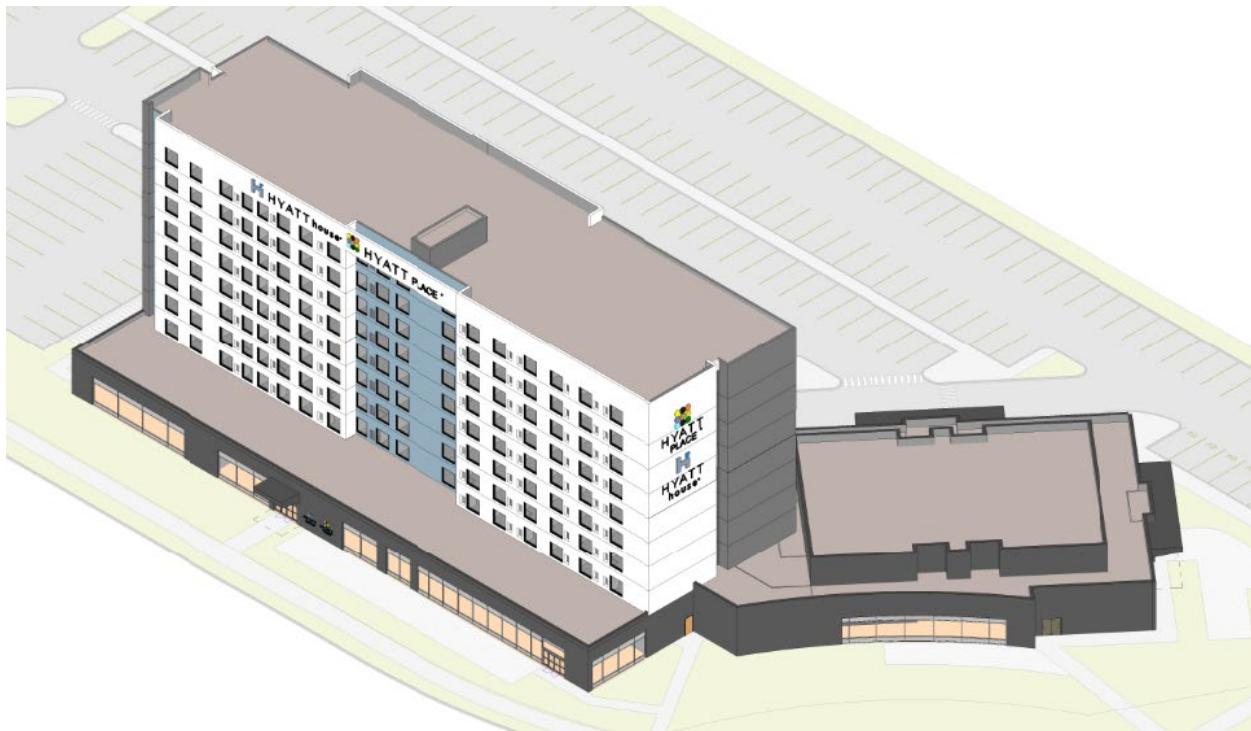
Scale N.T.S.
Drawn by: IPPW
City of Waterloo
Date: May 26, 2025

LOCATION MAP

APPENDIX A

Submitted Site Plan and Renderings





APPENDIX B Public, Agency, and Staff Comments

PUBLIC COMMENTS

Public comments were received by four members of the public, who expressed these following opinions:

- There is an excess amount of on site parking provided given the location to the LRT stop
- There is a need for a hotel within close proximity to the new hospital and universities

STAFF AND AGENCY COMMENTS

- No concerns were received from:
 - The City of Waterloo, Building Standards
 - The City of Waterloo, Fire Rescue – Fire Prevention Division
 - The City of Waterloo, Heritage and Archeology

No comments were received from WRDSB, WCDSB, Rogers, Hydro One, Infrastructure Ontario, MPAC or Enbridge Gas.

City of Waterloo, Building Services

- Record of Site Condition (RSC) will be required for a proposed hotel and work regarding an RSC appears to be underway. No other comments or concerns currently for the proposed development.

City of Waterloo, Development Engineering Services

- Based on the submitted reports and plans, Engineering has no major concerns with the proposed ZBA application. Detailed engineering drawings will be required as part of the site plan application, as indicated in the Comprehensive Engineering and Landscape Manual (CELM).

City of Waterloo, Engineering Services Landscape Staff

- Staff appreciate the extent of large deciduous tree planting proposed throughout the site.
- Staff note that there may be some minor adjustments required to tree planting locations along the south and east limits of the site where neighbouring trees are located close to the property line.
- Consider a green roof treatment for either the entire available roof or on the balance of the roof not planned as common amenity.

City of Waterloo, Transportation Services

- Transportation Services do not have concerns with the proposed bicycle parking reduction. Should the use change in the future, bicycle parking should be reviewed to ensure it adequately meets the needs of the site.

City of Waterloo, Environmental Planning

- City staff accept the energy study that was submitted in consideration of the proposed development. The applicant is strongly encouraged to incorporate measures into the proposed development that would:
 - Enhance the performance of the proposed development, striving towards a near-zero emissions level of performance;
 - Incorporate low carbon heating and cooling systems;
 - Incorporate on-site renewables and embodied carbon reduction strategies; and,
 - Improve building resilience to climate change, including increased thermal resistance and adaptable building systems.

City of Waterloo, Economic Development

- Economic Development supports the proposed Zoning By-law Amendment application to permit the development of a 9-storey hotel and conference centre. The facility will support nearby institutions and industries, including the University of Waterloo and various businesses in the area. The Subject Lands are also located in close proximity to the site of a future planned hospital, which will be critical for supporting patients and their families for years to come.
- The proposal seeks a building height of 29.72 m (9 storeys), while the existing designation would permit up to 81 m (25 storeys). Given the scarcity of accommodations in this area, as well as the surrounding land uses (current and proposed), we would encourage the applicant to consider a building design that could allow for a subsequent phase, either outwards or upwards.

City of Waterloo, Urban Design

- Consider some additional landscape breaks/peninsulas within the long stretches of parking rows to allow for some tree planting in an attempt to reduce heat island effect.
- As is customary with typical suburban hotels, the proposed floorplate is in a slab form which does not meet our built form regulations in the Zoning By law. That said, the tower has been designed with some articulation and varied facade depths and colours that add visual interest to the lengthy facade.

Canada Post

- Delivery to the hotel portion will be to one single point of call without separation of the mail by Canada Post

Enova Power

- Enova has no concerns with the change to the zoning by-law. For the applicants information, there is a 3.6m wide hydro easement along the property along Hagey Blvd and Wes Graham Way. There is a hydro vault near the south/east of the roundabout that the future development will be serviced from.

The Region of Waterloo

- A salt management plan to the satisfaction of the region will be required at Site Plan Approval
- The new development will not be eligible for regional waste collection services
- The Regional Hydrogeology team, has indicated that it would be possible to have a geothermal installation at this location

Six Nations of the Grand River Elected Council (SNGREC)

- Six Nations of the Grand River (SNGR) Territory is within the most highly urbanized land in Canada. Development has occurred on Six Nations' traditional territory without consultation or consent of SNGR. The cumulative effects of this intense development has contributed to significant environmental degradation and, as a result, Six Nations has experienced severe impacts on its ability to exercise Aboriginal and Treaty Rights that are not only set out in the treaties themselves but are also recognized and affirmed in Section 35 of the Constitution Act, 1982. These treaty lands are subject to unresolved litigation and any infringement upon our treaty rights must be fully mitigated by the proponent. The 1701 Nanfan Treaty guarantees SNGR's right to harvest and hunt on this property for perpetuity, but this proposal undermines those rights. SNGR must be accommodated to mitigate any harm to its treaty rights caused by the proponent.
- SNGREC requests that only native plants are used in all landscaping. Please provide SNGREC with the plant list for review before procurement begins.
- SNGREC requests that the building is designed using bird friendly practices. This includes minimizing reflective surfaces, creating visual markers on windows, and directing light downwards. Please apply treatments to all windows across the building. Please see the City of Toronto's bird friendly practices for glass and for lighting as guidelines and implement them thoroughly across the entire design.

Appendix 'C'
Draft Site Specific Amendment

Exception	Address	Zoning	File Reference
C289	380 Hagey Blvd	UC -81	Z-25-07

Location: 380 Hagey Boulevard
as shown on Schedule 'C1' to this BY-LAW.

Site Specific Regulations:

1. Notwithstanding anything to the contrary, the following additional primary USES shall be permitted:
 - a. HOTEL, including ancillary RESTAURANT and conference facilities
 - b. BANQUET HALL
2. Notwithstanding anything to the contrary, the following site specific regulations shall apply to the Lands zoned C289:
 - a. PARKING SPACES (minimum): 0 spaces
 - b. The LOADING SPACE requirements shall be as follows:
 - i. LOADING SPACES (minimum): 2, for a BUILDING ten (10) STOREYS or less in HEIGHT
 - ii. The required LOADING SPACES in 2.b.(i) above shall be provided as Type B LOADING SPACES
 - c. TOWER STEPBACK (minimum): 0 metres, for only a portion of a BUILDING FAÇADE, having a width of no greater than eight metres (8 m) and is set back more than twelve-point-five metres (12.5 m) from a STREET LINE
 - d. Notwithstanding section 3.A.5, the following architectural building projections are permitted to encroach a maximum of one-point-four metres (1.4 m) into the minimum STREET LINE SETBACK along Wes Graham Way:
 - i. Architectural canopy leading to a building entrance
 - ii. Sunshade/sunscreen over a terrace or PATIO
 - e. BICYCLE PARKING:
 - i. A minimum of twenty (20) BICYCLE PARKING spaces shall be provided for BUILDING ten (10) STOREYS or less in HEIGHT
 - ii. A minimum of ten (10) of the required BICYCLE PARKING spaces in 2.e.(i) above, shall be provided as TYPE A BICYCLE PARKING spaces

- f. Stacked BICYCLE PARKING spaces shall be permitted to satisfy TYPE A BICYCLE PARKING spaces and shall comply with the following dimensions:
 - i. Length (minimum): 1.8 metres
 - ii. Width (minimum): 0.6 metres
 - iii. Vertical clearance (minimum): 1.2 metres
 - iv. Access Aisle width (minimum): 1.75 metres
- g. A GEOTHERMAL WELL shall be permitted.



**STAFF REPORT
Planning**

Title: Official Plan Amendment 52, Zoning By-law Amendment Z-24-03, 177-179 Albert Street, 14688210 Canada Inc.
Report Number: IPPW2025-025
Author: Max Kerrigan
Council Date: September 8, 2025
File: OPA 52 & Z-24-03
Attachments: Appendix A – Site Specific By-law
Appendix B – Minutes of Informal Public Meeting
Appendix C – Agency and Circulation Comments
Appendix D – Public Comments
Appendix E – Site Plan / Elevations / Perspectives
Map 1 – Subject Site

Ward No.: 7-Uptown Ward

Recommendations:

1. That Council approve report IPPW2025-025.
2. That Council approve Official Plan Amendment 52 (OPA 52), 177-179 Albert Street, in accordance with Section 7 of report IPPW2025-025.
3. That Council approve Zoning By-law Amendment Z-24-03, 177-179 Albert Street, in accordance with Section 7 of report IPPW2025-025.

A. Executive Summary

MHBC Planning on behalf of 14688210 Canada Inc. (the “Applicant”) is proposing to amend the City’s Official Plan and Zoning By-law for the lands known municipally as 177-179 Albert Street (the “Site”) to permit the development of a thirty (30) storey mixed-use building containing:

- 231 dwelling units (425 bedrooms) consisting of a mix of one, two, and three bedroom units - including 4% as affordable units
- 157 square metres (1,700 square feet) of commercial floor area
- 37 parking spaces
- 204 bike parking spaces

To facilitate the proposed development, the Applicant is requesting the following policy and zoning amendments:

- To create a new Specific Provision Area in the City's Official Plan for the Lands to permit a building height and density exceeding that of the existing "High Density, 81 Metres" designation, to allow a site specific maximum building height of 102 metres and a maximum density of 2885 bedrooms per hectare, and require a minimum 4% of total residential units to be provided as affordable housing units.
- To amend the zoning applied to the lands by adding site specific regulations to:
 - Increase the maximum density
 - increase the maximum building height
 - provide for a minimum percentage of affordable units
 - reduce the street line setback on Seagram Drive
 - increase the maximum architectural projection encroachment depth
 - reduce the rear yard setback
 - reduce the minimum tower separation
 - reduce the tower stepback above the podium
 - reduce the minimum podium height
 - reduce the amount of amenity area

Based on the Planning Division's review of the applications, staff support Official Plan Amendment 52 (OPA 52) and Zoning By-law Amendment Z-24-03 in accordance with Section 7 of report IPPW2025-025, for reasons including:

- The application is consistent with the 2024 Provincial Planning Statement.
- The application conforms to the policies of the Regional Official Plan.
- The proposed development will provide for an efficient use of land, services and infrastructure.
- The site-specific zoning regulations are tailored to the Site and the proposed development, while maintaining the general intent of Zoning By-law 2018-050.
- The applications direct intensification and growth to a Major Transit Station Area (MTSA), and Major Corridor which are designated urban lands planned for intensification.
- The proposed development represents good planning as the intended built form is compatible with the surrounding land uses, makes efficient use of infrastructure, contributes to an increased supply of housing, and provides a range of unit sizes.

B. Financial Implications

Staff are not aware of any municipal financial implications with respect to the requested application. Should the application be appealed, potential costs related to an Ontario Land Tribunal (OLT) hearing may be incurred.

C. Technology Implications

Staff are not aware of any technology implications.

D. Link to Strategic Plan

(Strategic Objectives: Equity, Inclusion and a Sense of Belonging; Sustainability and the Environment; Safe, Sustainable Transportation; Healthy Community & Resilient Neighbourhoods; Infrastructure Renewal; Economic Growth & Development)

(Guiding Principles: Equity and Inclusion; Sustainability; Fiscal Responsibility; Healthy and Safe Workplace; Effective Engagement; Personal Leadership; Service Excellence)

The recommendations in this report supports the 'Economic Growth & Development' pillar of the Strategic Plan through the redevelopment of underutilized properties.

E. Previous Reports on this Topic

N/A



**Official Plan Amendment 52, Zoning By-law Amendment Z-24-03,
177-179 Albert Street, 14688210 Canada Inc.
IPPW2025-025**

SECTION 1 – SUBJECT SITE

Location: 177-179 Albert Street
Ward: Uptown, Ward 7
Size: 0.1473 ha (1.472 sq. m.)
Owner/Applicant: 14688210 Canada Inc.
Existing Land Use: Mixed Use
Proposed Land Use: Mixed-Use Residential



Public Input

The mechanisms used to gather input in regards to OPA 52 and Z-24-03 are as follows:

Mechanism	Date	Results
Agency and Staff Circulation	February 6, 2024	Agency and circulation comments provided to Applicant who was advised to resubmit with changes.
Sign posted on the property	April 9, 2024	The Applicant provided photos of the sign, verifying it was installed.
Advertise Formal Public Meeting <i>Note: Application scheduled to proceed directly to Formal Public Meeting as a result of revised timelines imposed by Bill 109.</i>	March 4, 2024	Advertised in Waterloo Chronicle, submission materials uploaded to Engage, and notice sent to property owners within 120 metres of the subject property. Formal Public Meeting cancelled.

Second Agency and Staff Circulation	October 28, 2024	Agency and circulation comments provided to Applicant who was advised to resubmit with changes.
Engage Page Updated	October 28, 2024	New submission materials uploaded to Engage.
Advertise Informal Public Meeting	January 30, 2025	Advertised in Waterloo Record, and notice sent to property owners within 120 metres of the subject property.
Informal Public Meeting	February 10, 2025	Informal Public Meeting minutes attached as Appendix B.
Third Staff Circulation	May 30, 2025	Agency and circulation comments provided to Applicant who was advised to resubmit with changes.
Engage Page Updated	May 30, 2025	New submission materials uploaded to Engage.
Advertise Formal Public Meeting	August 21, 2025	Advertised in Waterloo Record, and notice sent to property owners within 120 metres of the subject property.
Formal Public Meeting	September 8, 2025	Council consideration of application.

1.1 Site Description and Neighbourhood Context

The Site is located at the northwest corner of Albert Street and Seagram Drive. The Site is situated on a sloping property that abuts a three storey residential building to the immediate west, and a vacant parcel to the north owned by Wilfrid Laurier University.

The Site is situated at the confluence of academic institutions, student residential buildings, and the northern periphery of the MacGregor-Albert neighbourhood - the oldest neighbourhood in the city and its first Heritage Conservation District (HCD) which is characterized by single-detached houses constructed around a 19th century street plan.

The Site is located within a Major Corridor, is designated for high-density mixed use development, and is within the Waterloo Park MTSA. Additionally, the Site is located one block south of the Northdale neighbourhood, which is a high density neighbourhood dominated by student housing.

Figure 1: Subject Site and Surrounding Area



SECTION 2 – PROPOSED DEVELOPMENT (see Appendix 'E')

The Applicant is proposing to demolish the existing residential mixed-use dwellings and redevelop the Site with a new thirty (30) storey mixed-use building containing:

- 231 dwelling units (425 bedrooms)
 - 56 studio units
 - 35 one-bedroom units
 - 86 one-bedroom units
 - 54 one-bedroom units
- 1,848 square feet of commercial floor area
- 1,018 square metres of amenity area
- 37 vehicular parking spaces
- 204 bicycle parking spaces.

The building will have a main entrance located on Albert Street near the corner, as well as exterior entrance(s) to the commercial unit(s) on Seagram Drive. The parking will be divided into two separate parking areas – one access will be off Albert Street for short term parking and loading, while a second access off Seagram Drive will provide access to the remainder of the residential parking. Bicycle parking will be provided in a designated bicycle room within the first storey of the structured parking, as well as short term bicycle parking within the Albert Street front yard.

Amenity space will be provided in the form of private terraces and juliette balconies for most units, as well as a full shared amenity floor on the 6th level that is proposed to include study rooms, fitness facilities, games room, and lounge areas.

Figure 2: Proposed Development Renderings (View looking northwest)



SECTION 3 – APPLICATION DETAILS

An Application for amendments to the City's Official Plan and Zoning By-law were submitted on January 15, 2024, which was subsequently deemed complete on January 31, 2024.

At that time, the Applicant's development proposal sought to permit a 24 storey mixed-use building with an increase to the maximum permitted density, in addition to several site specific zoning amendment requests in support of a development tailored to the lands.

Upon review by City staff and external agencies, a number of issues were identified with the proposal. In particular, the plan did not include the required road widening dedication along both Seagram Drive and Albert Street, which had been identified as a requirement through the Pre-consultation Application process (April 2023). A resubmission was therefore required to address this item and other outstanding issues.

In April 2022, **Bill 109, the "More Homes for Everyone Act"** introduced changes to the Planning Act in Ontario, including provisions related to application fee refunds and timelines for decision-making on development applications. Specifically, it required municipalities to refund zoning by-law amendment fees if they failed to make a decision within 90 days (or 120 days for concurrent official plan amendments). Due to these legislated requirements, and to avoid an unfavourable recommendation to Council by staff

given the outstanding issues identified in the first submission, the Applicant chose to withdraw Zoning By-law Amendment Z-24-03. The Applicant then re-submitted a revised submission. The purpose of the withdrawal was to 'reset the clock', allowing the Applicant to make necessary revisions and work towards resolving the outstanding issues. The Applicant formally withdrew their original application on May 1, 2024, and resubmitted on July 23, 2024.

Bill 185, the “Cutting Red Tape to Build More Homes Act, 2024” introduced further changes to the Planning Act, including the elimination of parking minimums and the encouragement of increased heights and densities in Major Transit Station Areas (MTSAs). In addition, the regulations related to mandatory fee refunds enacted through Bill 109 were repealed.

The City of Waterloo subsequently amended its Official Plan (OPA 58) to contemplate heights of up to 30 storeys on lands designated "high rise" and to remove maximum densities from the Official Plan. OPA 58 was adopted by City Council in December 2024 and is currently subject to approval by the Ministry of Municipal Affairs and Housing (MMAH).

In June 2024, the City of Waterloo adopted Official Plan and Zoning By-law amendments to enable Inclusionary Zoning (IZ) in MTSAs, with implementation pending. IZ will require developers of 10+ unit projects to include affordable units.

In October 2024, in response to City and agency comments and the various legislative and policy changes, the Applicant submitted a revised development proposal. This second submission increased the building height from 24 storeys to 30 storeys, incorporated a minimum percentage of affordable units, increased the diversity of unit types, and revised the massing to reduce the number and magnitude of site specific amendments required from the built form regulations in the Zoning By-law.

Through collaboration with City staff, two additional submissions were made in both May and July of 2025. The current development proposal requires site specific zoning amendments to support the development tailored to the size and shape of the lands.

Specifically, the Applicant is requesting an amendment to the City's Official Plan to:

- Permit an increase in the total building height to 30 storeys
- Permit a maximum density of 2,885 bedrooms per hectare
- Require a minimum 4% of total residential units to be provided as affordable housing units

9 Integrated Planning & Public Works

The Applicant is also requesting an amendment to Zoning By-law No. 2018-050, to allow the following site specific provisions:

Requirements of Requested Zoning Category: Residential Mixed-Use 81 (RMU-81)		Development Proposal (red cells indicate non-compliance)
Lot Frontage (min.)	20 metres	37.23 meters (Albert St) 39.58 metres (Seagram Dr)
Street Line Setback (min.)	5 metres	5 metres (Albert St) 4 metres (Seagram Dr)
Street Line Setback (max.)	At least 75% of the street line building façade shall be within 6.0 metres of the street line	5 metres (Albert St) 4 metres (Seagram Dr)
Side Yard Setback (min.)	3 metres	3 metres
Rear Yard Setback (min.)	5 metres	0.6 m to transformer room 0.8 m to underground parking garage / amenity terrace 4.4 m to remainder of podium
Building Height (min.)	10.5 metres	102 metres and 30 storeys
Building Height (max.)	81 meters and 25 storeys	
Density (min.)	150 bedrooms per hectare	2885 bedrooms per ha (231 units and 425 bedrooms)
Density (max.)	750 bedrooms per hectare	
Landscaped Open Space (min.)	30%	30%
Height of First Storey (min.)	4.0 metres	6.2 metres
Podium Height (min.)	10.5 metres	
Podium Height (max.)	21 metres and 6 storeys	5.2 metres transformer room
Tower separation measured from exterior face of the building, including balconies (min.)	a.) 22 metres from a tower on the same lot b.) 11 metres from an interior lot line c.) 1 side may be reduced to 6 metres provided the tower separation setback to both sides combined equals a minimum of 22 meters.	7.8 metres (westerly lot line) 7 metres (northerly lot line)
Horizontal Tower Dimension (max.)	40 metres	40 metres
Tower Footprint (max.)	1,000 square meters	621.49 square metres
Tower Stepback above podium, including balconies on the front building façade (min.)	3.0 metres	Seagram Drive: • 30% of tower facade at 0.7 metre stepback • 70% of tower facade at 2.0 metre stepback Albert Street: • 33% of tower façade at 0.0 metre stepback • 40% of tower facade at 1.0 metre stepback • 27% of tower façade at 2.0 metre stepback

Amenity Area (min.)	3 square metres for the first bedroom and 2 square metres for each additional bedroom in the dwelling unit [total: 1081 m²]	1,018 square metres
Architectural Projection	Class 'C' Architectural Projections: maximum encroachment of a Class 'C' Architectural Projection shall be one-point-five metres (1.5m)	<ul style="list-style-type: none"> 2.0m within Seagram Drive and Albert Street setback

SECTION 4 – POLICY EVALUATION

4.1 Provincial Planning Statement 2024

The Provincial Planning Statement (the “PPS”) 2024 came into effect on October 20, 2024, which replaced the Provincial Policy Statement (2020) and A Place to Grow: Growth Plan for the Greater Golden Horseshoe (2019). The PPS establishes the vision and policy framework for matters of provincial interest related to land use planning and development in Ontario. Collectively, the policies aim to: focus growth within existing settlement areas; promote efficient development and land use patterns to minimize land consumption and servicing costs; support densities that provide for a more compact urban form; and build strong and safe communities. In staff’s opinion, the applications are consistent with the relevant policies of the PPS, including:

- The application will contribute to promoting densities for new housing which efficiently use land, resources, infrastructure, and public service facilities, and support the use of active transportation (Policy 2.2.1c), and are transit supportive (Policy 2.4.2.6b).
- The application will focus growth in strategic growth areas, including major transit station areas (Policy 2.3.1.2c).
- The application will exceed a minimum density target of 160 residents and jobs per ha for major transit station areas served by light rail or bus rapid transit (Policy 2.4.2.2b).
- The application will support the achievement of complete communities, intensification, and more mixed-use development, and support affordable, accessible and equitable housing (Policy 2.4.1.2).

4.2 Region of Waterloo Official Plan

The Regional Official Plan (the “ROP”) provides a land use policy framework that implements the PPS in the regional context. The subject lands are located within the Urban Area Boundary and designated Delineated Built-Up Area (as shown on ROP Map 2). In staff’s opinion, the proposed development conforms to the ROP for reasons including:

- The proposed development proposes intensification within a Major Corridor

and MTSAs, an area intended to accommodate significant growth as part of its planned function.

- It proposes intensification within the Built-Up Area and supports the planned function of the Built-Up Area.
- It proposes intensification in a compact urban form that has regard for the planned physical character of the area.
- The proposed development exceeds Provincially directed density and re-urbanization targets to efficiently use land and infrastructure.
- The proposed development contributes to a more compact urban form.
- The proposed development is transit-supportive by proposing intensification that is located within a short walking distance of the Laurier/Waterloo Park LRT Station.
- The proposed development fosters walkability.
- The proposed development is within a MTSAs. MTSAs are to be planned and developed to achieve: (a) increased densities that support and ensure the viability of existing and planned rapid transit service levels; and (b) a mix of residential, office, institutional and commercial development, wherever appropriate.

4.3 City of Waterloo Official Plan

The City of Waterloo Official Plan 2012 (the “City OP”) designates the lands as follows:

- **Land Use Plan** (Schedule ‘A’) - Mixed-Use High Density Residential
- **Specific Provision Area** (Schedule ‘A6’) - Specific Provision Area (SPA 20)
- **Specific Provision Areas 20 & 45** (Schedule ‘A6a’) - SPAs 20 and 45 (i)
- **City Structure** (Schedule ‘B’) - Major Corridor
- **Height and Density** (Schedule ‘B1’) - High Density, 81 metres
- **Designated Greenfield Areas** (Schedule ‘B3’) - Built Up Area
- **Sourcewater Protection Area** (Schedule ‘B4’) - Wellhead Protection Area 8
- **District Boundaries** (Schedule ‘C’) - Central District
- **Road Classification System** (Schedule ‘E’) - Major Collector (Albert Street) and Minor Collector (Seagram Drive)
- **Active Transportation System** (Schedule ‘F’) - CityWide Cycling and Multi-Use Routes (Seagram Drive)
- **Road Widths** (Schedule ‘G’) - 26m Ultimate Road Allowance (Seagram Drive) and 23m Ultimate Road Allowance (Albert Street)
- **Station Areas** (Schedule ‘J5’) - WLU and Waterloo Park Station Area (Area B)

The City OP designates the subject lands as ‘Mixed-Use High Density Residential’ on Schedule A, and ‘High Density, 81 metres’ on Schedule B1, which are categories that are intended to provide opportunities for substantial levels of intensification. Properties are to

be developed primarily for residential purposes, although complementary and ancillary non-residential uses are also permitted including commercial.

4.4 Official Plan Review (Phase 1)

In December 2024, Council adopted Official Plan Amendment 58 ("OPA 58") which will implement the first phase of the Official Plan Review. The updated Official Plan changes the height and density permission on the subject lands to 'High Rise, 30 storeys' on Schedule 'B1' which contemplates a maximum building height of 30 storeys, and no residential density minimum/maximum is applied in the updated Official Plan.

OPA 58 has been submitted to the Ministry of Municipal Affairs and Housing ("MMAH") for final approval, but a decision has not been issued yet.

4.5 City of Waterloo Zoning By-law 2018-050

The subject lands are zoned Residential Mixed-Use 81 (RMU-81) with Site Specific Exception C179. The RMU-81 zone permits a maximum building height of 81 metres (25 storeys) and a maximum density of 750 bedrooms per hectare, in conformity with the City OP.

Site Specific Exception C179 adds university / college and ancillary uses specified in Section 9.4.1.2 as permitted uses. No changes to C179 are being requested as part of this application.

The Applicant is requesting an amendment to the City's Zoning By-law 2018-050 to add the following site specific provisions:

- Increase the maximum density to 2,885 bedrooms per hectare, whereas 750 bedrooms per hectare is permitted.
- Increase in maximum building height to 30 storeys (102 metres), whereas 25 storeys (81 metres) is permitted.
- Minimum street line setback of 4.0 metres to building face, whereas 5.0 metres is required.
- Architectural Projection (Canopy): 2.0m within Seagram Drive and Albert Street setbacks, whereas 1.5m is the maximum permitted.
- Minimum Rear Yard setback of 0.6 metres to a hydro transformer room, 0.8 metres to the portion of the parking structure that extends out of the ground from the lowest grade at the rear of the property, and 4.4 metres to the podium façade (measured at defined grade along Albert Street) whereas 5.0 metres is required.
- Minimum Podium Stepback (Seagram Drive): 30% of tower facade located at 0.7 metre stepback and 70% of tower facade located at a 2.0 metre stepback, whereas 3.0 metres is required.
- Minimum Podium Stepback (Albert Street): 40% of tower facade located at 1.0 metre stepback and 60% of tower façade located at 2.0 metre stepback on Albert Street, whereas 3.0 metres is required.

- Minimum Tower Separation of 7.0 metres (north lot line), and 7.8 metres (west lot line) where 11 metres is required.
- Minimum Podium Height of 1 storey (5.2 metres) along west property line for height of transformer room and decorative pergola, whereas the minimum height requirement for the podium is 10.5 metres.
- Reduce the minimum amenity space to 1,018 square metres, whereas 1,081 square metres is required.

The requested amendments are evaluated in Section 5.5.

Should Council approve application Z-24-03, a by-law will be required to amend Zoning By-law 2028-050 and to create site specific provisions as described in Appendix 'A' of this report. The proposed development is also subject to Site Plan Control.

SECTION 5 – PLANNING EVALUATION

Staff has reviewed Official Plan Amendment 52 (OPA 52) and Zoning By-law Amendment Z-24-03 and provides the following review and evaluation.

5.1 Official Plan Amendment 52

The subject lands are designated as 'Mixed-Use High Density Residential' on Schedule A, and 'High Density, 81 metres' on Schedule B1, which are categories in which multi-unit residential buildings are the predominant use of land and is intended to provide opportunities for substantial levels of intensification up to 81 metres (equivalent to 25 storeys) and a maximum residential density of 750 bedrooms per hectare. Properties are to be developed primarily for residential purposes, although complementary and ancillary non-residential uses are also permitted including commercial.

The subject lands are located within a Major Corridor on Schedule 'B' of the City OP and within the Wilfrid Laurier University and Waterloo Park Station Area (Area B) as shown on Schedule 'J5' and therefore have been identified as a focal point for intensification.

The Applicant is requesting to increase the permitted height and density on the lands to allow a total building height of 30 storeys (102 metres), permit a maximum density of 2,885 bedrooms per hectare, and require a minimum 4% of total residential units be provided as affordable housing units.

In order to assess the appropriateness of increasing height and density on a particular site (regardless of the maximum permissions), staff assess how urban design, mitigation of impacts, and benefits to the surrounding community correspondingly increase. Further, if a development seeks to optimize added height and density on a site, it must do so through an appropriate balance of the multitude of varying city-building objectives. The

applicant in this case seeks to optimize the scale of their proposed development through the provision of a variety of benefits to the community, including:

- A contribution to the housing supply.
- A range of dwelling unit types including many family-sized units (2- and 3-beds).
- Affordable housing.
- Ground floor commercial.
- In-house amenities including a fitness room, communal kitchen area, meeting rooms, outdoor balcony and patio spaces, etc.

Planning staff are supportive of such benefits being implemented, in particular the provision of a minimum 4% of the proposed units being affordable, which as proposed would be rented as affordable for at least 25 years. Should the OPA/ZBA application be approved, Planning staff recommend that the affordable units be secured through an appropriate agreement, to the satisfaction of the City, that addresses the requirements of affordable housing for a period of not less than 25 years.

The proposed building design has been carefully crafted to align as closely to the built form and urban design policy objectives of the Official Plan as possible on such a small parcel of land. Staff carefully reviewed the proposed built form against urban design policies in the Official Plan.

Planning staff do not object to the proposed 30 storeys and high density on the basis that this maximum is applied to the lands in the adopted Official Plan 58, subject to final approval by the MMAH. Similarly, staff are of the opinion that high density is generally appropriate for this area given the subject property's location within the Major Transit Station Area and other surrounding amenities (e.g. ION, universities).

The development proposal is transit-supportive, provides additional housing supply, and provides a commercial function on the site. Staff are of the opinion that the requested amendments to the City OP are reasonable and represent good planning.

5.1.1 Urban Design

If permitted, the proposed development will be the tallest building within the Wilfrid Laurier University & Waterloo Park Station MTSA and will therefore be a significant landmark in Waterloo. Consequently, the proposed building should be designed to the highest standard of architecture and urban design.

Policy 3.11 of the City OP establishes the urban design policy framework for the City to ensure that a high standard of urban design is achieved. New development is evaluated against this policy framework, as well as the implementing Zoning By-law, and the City's Urban Design Manual.

City-wide urban design objectives, as well as specific policy objectives within Nodes and Corridors, Station Areas, and within close proximity to established neighbourhoods such as the MacGregor-Albert Heritage Conservation District (HCD) address matters of appropriate built form and inform staff decisions on where and why to consider intensification.

In staff's opinion, the Applicant has revised their proposed development to conform to the City's overarching urban design policy objectives. Through the evolution of the proposed design in response to site constraints including but not limited to being situated at the confluence of a Major Corridor, and a Major Transit Station Area – both of which have been designated as areas planned for the highest form of intensification, a major institution in Wilfrid Laurier University, and a sensitive adjacency in the form of a HCD.

The widening afforded to Seagram Drive results in an ultimate road width of 26 metres that is envisioned to limit the paved area to one vehicular lane, and one cycle lane in each direction totalling a maximum of 10.2 metres. The remaining 15.8 metres would be dedicated to sidewalks and a landscaped area that could accommodate a double row of trees.

Despite the proposed jump in heights between the 4 storey height limit on the corner of Seagram Drive and the proposed 30 storey height on Site, the transition is separated by a 26 metre right-of-way between the properties. In addition, requisite street line setbacks on the properties result in an additional 10 metres of separation, resulting in a total distance between the buildings on each site of 36 metres.

The proposed setbacks and right-of-way on Seagram Drive will provide sufficient space for an enhanced streetscape as envisioned in the Station Area Plans.

5.1.2 Massing / Built Form / Architecture

The evolution of the proposed built form and tower location have been influenced by various competing site characteristics. Relief from the Zoning By-law is being proposed by the Applicant to enable a high rise built form on the property.

To better align with the City's built form performance standards, the proposed development advances a very slender tower. The reduced floorplate has been designed to accommodate stepbacks of varying depths above the podium, and to reduce the bulk of the building. In addition, the podium height was reduced to relate more closely to neighbouring scale and to the scale of the adjacent right-of-way widths.

To assist in reducing the perceived scale of the podium, the Applicant has proposed the inclusion of projecting canopies above the first storey to assist in creating a more human scale at grade. The canopies extend beyond what is permitted in Zoning By-law 2018-050, however provide additional relief from the overall mass of the building by providing additional transition, and an enhanced feeling of enclosure at street level.

The above-mentioned massing and transition techniques should effectively reduce the impact of the overall scale of the proposed building as it steps down toward the pedestrian realm, however, staff recommend the podium structure more effectively honour and/or complement the existing neighbourhood and heritage resources nearby through the incorporation of more sympathetic and/or complementary design elements and materials that take cues from the Heritage District to help with this transition of styles and built form. The use of red or yellow brick, as opposed grey or black, would serve to acknowledge the existing (to be demolished) homes on the subject lands and reflects the predominant building materials found in the neighbouring Heritage District. This will help the new building fit into the overall neighbourhood, notwithstanding the difference in building height.

The proposed built form generally conforms to the policy objectives within Nodes and Corridors and Station Areas and has been massed and detailed to respond to its unique site size and constraints.

Despite best efforts to consolidate the Site with adjacent lands, the Applicant instead massed their proposed tower to be more slender than typical local floorplate sizes to reduce the perceived scale of the tower, and reducing wind impacts and adverse shadowing caused by larger and/or wider floorplates. The podium has been carefully designed to offer varying depths and heights to properly frame the corner and transition sensitively to the pedestrian scale.

These design gestures, combined with the planned Station Area framework established for the Seagram Drive streetscape and public realm meet the intent of the built form regulations in the By-law and provide an adequate public realm at street level if enhanced, including high quality design elements, materials and finishes on the podium and tower, to be secured through a Holding provision and Site Plan Control.

5.1.3 Heritage

The proposed development does not involve a property that is listed or designated under the Ontario Heritage Act, and while the subject lands are located close to the MacGregor-Albert HCD, they are not located within the HCD nor are they considered adjacent to the HCD due to the separation of the Seagram Drive right-of-way. For these reasons, the submission of a Heritage Impact Assessment was not required by Heritage Planning staff.

Notwithstanding the above, policy 3.11.1(6) of the Official Plan (General Urban Design Policies) states that “For building and site design to sympathetically conserve, respect and build upon cultural heritage resources of the City as a whole and the Uptown Waterloo Urban Growth Centre in particular, the City shall encourage

sensitive designs for new development in close proximity to prominent heritage resources and Heritage Districts.”

Staff are of the opinion that the Applicant has demonstrated an effort to position their building and design the podium in such a way to respond to the local context and meet the general intent of policy 3.11.1(6), while recognizing that the lands are located in an MTSAs and a Major Corridor where high densities are contemplated in mixed-use high-rise buildings. A holding provision is recommended to ensure a high standard of urban design, specifically an enhanced podium that will incorporate design elements, and materials that will honour and/or complement the existing neighbourhood and heritage resources nearby.

5.2 Affordable Housing

OPA 50 (Inclusionary Zoning) indicates that lands within MTSAs are subject to a minimum provision of affordable housing, subject to implementing zoning. The subject lands are located within the Laurier-Waterloo Park MTSAs, and would therefore be required to provide a minimum 2%-5% of gross leasable residential area for affordable housing units.

The Applicant is proposing to provide 4% of the total units as affordable. As a result, staff recommend that the proposed amendments include a provision that will require a minimum of 4% of total units be offered as affordable housing. This equates to a total of 10 units based on an overall unit count of 231 units within the development.

These units will be provided as affordable housing in accordance with the CMHC affordable housing definition (units will have rents below 30% of the median total income of all families in the subject market for at least 25 years) in accordance with Policy 10.1.2 (21) of the Official Plan.

5.3 Shadow Study

Further to aspects of built form and massing, staff evaluated the compatibility of intensification proposals from the perspective of sunlight access and shadow impacts. The Urban Design Manual provides sun-shadow criteria for determining compatibility, recommending:

- as a principle, at least 50% or more of any property should not be shaded for more than two interval times (a four hour equivalency); or,
- as a principle, at least 50% of any property should be in full sun for at least two interval times (a four hour equivalency).

The Shadow Study considered the cumulative impacts of existing buildings as well as any previously approved developments in the local context. The study demonstrates that the proposed development meets the minimum criteria in the Urban Design Manual for sun access:

- In general, the shadows generated by the proposed building pass in a 2 hour

duration.

- The smaller floorplate results in a shadow width that will pass in less time than that cast by a wider floorplate.
- The shadows from the proposed development will impact portions of the property immediately north of the site (181 Albert Street) for just under four hours between 8am and 12pm, with no impacts in the afternoon during the spring (March 21st) and fall (September 21st) equinoxes.
- The shadows from the proposed development will impact portions of open space between the WLU Library and Keffer Memorial Chapel for just under four hours after 2pm, with no impacts in the morning during the spring (March 21st) and fall (September 21st) equinoxes.
- In June, the shadow impacts are negligible and pass quickly as a result of high sun angle and narrow tower.

5.4 Pedestrian Wind Assessment

The Pedestrian Wind Assessment concluded that wind safety criterion is met on the subject lands. Although wind control measures are recommended in certain areas, the built form is generally suitable for year round enjoyment of at-grade public spaces. The provision of a wider public realm at-grade will also afford the ability to incorporate street trees to further mitigate adverse wind impacts. Wind control measures can be secured through Site Plan Control.

5.5 City of Waterloo Zoning By-law Amendment

The Applicant is proposing to rezone the Site with the following site specific provisions

- Increase the maximum density to 2,885 bedrooms per hectare, whereas 750 bedrooms per hectare is permitted.
- Increase in maximum building height to 30 storeys (102 metres), whereas 25 storeys (81 metres) is permitted.
- Minimum street line setback of 4.0 metres to building face, whereas 5.0 metres is required.
- Architectural Projection (Canopy): 2.0m within Seagram Drive and Albert Street setbacks, whereas 1.5m is the maximum permitted.
- Minimum Rear Yard setback of 0.6 metres to a hydro transformer room, 0.8 metres to the portion of the parking structure that extends out of the ground from the lowest grade at the rear of the property, and 4.4 metres to the podium façade (measured at defined grade along Albert Street) whereas 5.0 metres is required.
- Minimum Podium Stepback (Seagram Drive): 30% of tower facade located at 0.7 metre stepback and 70% of tower facade located at a 2.0 metre stepback, whereas 3.0 metres is required.
- Minimum Podium Stepback (Albert Street): 40% of tower facade located at

- 1.0 metre stepback and 60% of tower façade located at 2.0 metre stepback on Albert Street, whereas 3.0 metres is required.
- Minimum Tower Separation of 7.0 metres (north lot line), and 7.8 metres (west lot line) whereas 11 metres is required.
- Minimum Podium Height of 1 storey (5.2 metres) along west property line for height of transformer room and decorative pergola, whereas the minimum height requirement for the podium is 10.5 metres.
- Reduce the minimum amenity space to 1,018 square metres, whereas 1,081 square metres is required.

Each requested amendment is considered below:

5.5.1 Minimum Provided Affordable Housing Units

The Applicant is proposing to include a minimum of 4% of the total units as affordable housing, for a total of 10 units based on an overall unit count of 231 units.

These units will be provided as affordable housing in accordance with the CMHC affordable housing definition (units will have rents below 30% of the median total income of all families in the subject market) for at least 25 years.

Staff do not object to the provision of affordable units as proposed by the Applicant. Staff recommend that this be secured as a minimum requirement through the amendments to both the Official Plan and Zoning By-law currently being requested by the Applicant. Staff recommend that a Holding provision be applied to the property in this regard.

5.5.2 Rear Yard Setback

Modifications to the Zoning By-law are required to permit a reduced minimum rear yard setback of 0.6 metres to a proposed transformer room, and 0.8 metres to a retaining wall with a railing, and an overhead pergola that extend out from the building which is proposed to be 4 metres from the shared property line with to 78 Seagram Drive.

The overhead pergola is above a proposed patio and outdoor space that extends from the building face to the retaining wall. The retaining wall is at an average height of 2.03 metres with a railing above, and the pergola being at an average height of 5.4 metres above grade.

The required 5 metre building setback is established to provide separation distance between buildings sharing a common property line, and to provide adequate transition and separation between properties, access, and building maintenance.

The incorporation of usable outdoor space above the structured parking provides a stepped transition between the existing building at 78 Seagram Drive and the tower component of the proposal.

Staff do not object to the Applicant's request to reduce the rear yard setback along Seagram Drive. Based on staff's review, the reduced setback is a result of providing a usable outdoor space for residents and the public, while also providing a continuous street wall, and responding to grades.

5.5.3 Street Line Setbacks

The Applicant has requested a reduced street line setback (building setback) of 4.0 metres along Seagram Drive, where the By-law requires a street line setback of 5.0 metres.

The vision for the Station Area, and in particular Seagram Drive is to provide for a wide pedestrian promenade consisting of wider sidewalks, cycle lanes, and substantial areas for plantings. This vision subsequently prescribes an ultimate road width of 26 metres, which required the conveyance of 3 metres of land from the subject lands along Seagram Drive, and an additional 0.7 metres of land along Albert Street.

Staff weighed the proposed reduction of the street line setback against the vision for Seagram Drive as established through the Station Area Plans. In an effort to balance the provision of adequate public realm space on Seagram Drive, and the provision of suitable tower separation distance to the property to the north, a minor reduction to the street line setback in this instance can be supported. Further, the Applicant cantilevered the building at grade to provide an increased setback to the building face of 6 metres to accommodate pedestrian movement and a landscaped area.

Staff do not object to the Applicant's request to reduce the street line setback along Seagram Drive. Based on staff's review, the reduced setback is a result of determining the most suitable positioning of the bulk of the building's mass in response to the Site constraints.

5.5.4 Tower Stepbacks

The Residential Mixed-Use 81 (RMU-81) zone requires a minimum tower stepback of 3 metres above the podium, including balconies, on the front and flankage building facades. As designed, the proposed building provides a reduced stepback depth of 2.0 metres for the majority of the street facing podium with further reduced stepbacks where the tower above has varying depths intended to create additional articulation in the massing as the tower extends upwards.

Staff do not object to the Applicant's request to reduce the stepback above the podium. Effort has been made to design the building to generally align with the intent of the stepback provisions in the By-law. As designed, the minimum stepback provisions were established to provide adequate transition between the pedestrian/

human scale of the podium to the tower above. In the case of the subject lands, the tower protrudes from the proposed podium at depths that are less than the preferred 3 metres as established in the By-law. However, the tower and podium have been designed to stepback collectively at varying depths to provide an overall massing that provides a comfortable scale where the building hits the ground.

In staff's opinion, the intent of creating a visual and physical transition between the podium and tower components is maintained, minimizing the prominence of the tower, reducing wind impacts from down-drafting, and generating a podium that is human-scaled in establishing an urban room and/or comfortably scaled street enclosure. Staff do not object to the proposed stepback (amendment) in this instance.

5.5.5 Tower Separation

The Applicant is requesting an amendment to reduce the minimum 11 metre tower separation to the side (northerly) lot line with 181 Albert Street to a minimum of 7 metres, and the rear (westerly) lot line with 78 Seagram Drive to a minimum of 7.8 metres.

Given the size of the Site, the proposed built form is a tower with a floorplate size of 621.5 square metres where a maximum floorplate of 1000 square metres is permitted. This tower floorplate size is over 100 square metres more slender than the industry standard of 750 square metres that is a benchmark in many Ontario municipalities.

The general intent and purpose of the tower separation requirement is to ensure that there is sufficient separation between a tower on the subject lands and possible future towers on adjacent properties to the north or to the west.

The Applicant is seeking a reduction in the minimum tower setback to the west property line of 7.8 metres. This setback is to a site that currently houses a multiple dwelling that is three storeys in height. It is a single lot owned by others and given the current land holdings by Wilfrid Laurier University and the adjacent property owner, there are minimal opportunities for this site to redevelop with a tower form, due to the constrained lot size and tower built form regulations. Based on staff's review, the 7.8 metres setback for the tower separation along the west property line is sufficient in this location and will not impede development opportunities to the west.

The lands to the north, at 181 Albert Street, are zoned University College zone (UC-81) in which no tower separation regulations exist, thus providing more flexibility. Despite the absence of tower separation regulations in the UC-81 zone, staff did conduct an evaluation of developability of the lands to the north and believe that the reduced tower separation being requested by the Applicant will not negatively impact the developability of those lands.

In Staff's opinion, based on the size of the Site, the proposed tower placement appropriately balances the streetscape priorities for both street frontages with the need for adequate tower separation. Staff support the proposed reduced tower separation distances as proposed by the Applicant in this instance, and do not believe the reduced setbacks will impede future development potential on adjacent lands.

5.5.6 Podium Height

The proposed podium complies with zoning, as it is six storeys in height along street frontages and four storeys in height along interior and rear property lines. The Applicant is requesting relief from the regulations of the Zoning By-law for a portion of the podium along the rear property line where an amenity terrace sits upon the underground parking structure that protrudes from the ground as the site slopes towards the west. Additionally, the Applicant is requesting relief from the minimum podium height, as the proposed design incorporates a transformer room that is appended to the south facing elevation which does not comply with the regulations.

Staff are of the opinion that the amenity terrace is a creative use of the open space above the parking structure, and although interpreted as "podium" would not read as a podium and therefore does not diminish from the more traditional podium that extends above it at permissible heights. The transformer room has also been designed to read as a continuous street wall and will not diminish the remainder of the podium above and adjacent to it.

Staff are in support of this requested relief from the minimum podium heights for this small portion of the overall podium, in this instance.

5.5.7 Amenity Area

The Applicant has requested a reduced minimum amenity area of 1,018 square metres whereas a minimum of 1,081 square metres is required. Amenity area means an area designed for active and or passive recreation for the exclusive use and benefit of the residents / tenants in a building.

The proposed development includes private amenity spaces in the form of balconies, as well as a full floor dedicated to meeting rooms, a fitness room, study spaces, a lounge, classroom, and games room. In addition, an amenity area is proposed adjacent to the lobby. The proposal initially included a larger outdoor amenity terrace at grade for resident use, which was reduced in favour of providing a commercial patio space.

Staff do not object to the reduced amenity area provision in this instance, as the Applicant has balanced the provision of enhanced amenity spaces for the use of residents / tenants, while also providing a needed community asset in active community uses at grade.

5.5.8 Site Specific Provision Request Summary

Staff are of the opinion that the proposed modifications to the Zoning By-law reasonably balance the planned function of the lands (high rise and high density), applicable planning policies, site constraints, and the surrounding context. An enhanced streetscape is proposed that is comfortable, pedestrian scaled and activated to create a desirable public realm. Staff are supportive of higher densities and heights in this transit-supportive location.

The Site is located within an area of the city planned for intensification. The building mass has been situated to minimize any adverse impacts resulting from the site specific exceptions. The Site location is highly visible, and given this prominent location, a high degree of building / architectural design is expected and articulated through the City OP and Urban Design Manual.

The built form regulations embedded in Zoning By-law 2018-050 not only help to address microclimate considerations of a proposed development such as wind and shadow, they also help the City to achieve broader urban design objectives by creating slender towers upon podiums that have been scaled to achieve desired human-scaled streetscapes.

Staff support the proposed requested modifications to the built form regulations of the RMU-81 zone as set out in Section 7 of this report, as it is staff's opinion that there is planning rationale to do so. Additional density above and beyond the maximum currently contemplated by the City OP is contingent upon a corresponding superior level of urban design, which is contemplated here and can be secured through the recommended holding (H) provision, coupled with the provision of a superior public realm that includes gathering areas, street trees, enhanced planting areas, as well as the provision of a much needed commercial uses at grade, and the inclusion of a variety of unit sizes, and affordable units.

5.6 Holding Symbol for an updated Noise Study

An initial Environmental & Stationary Noise Study was submitted with the applications to ensure the proposed development would not be negatively impacted by traffic noise and nearby stationary noise sources, and that no new nuisances would be created by the development that may impact nearby residents (e.g., mechanical equipment noise). Staff reviewed the submitted study, as well as the following:

- Updated Environmental Noise Assessment prepared by SLR dated October 10, 2024
- Peer Review – Noise prepared by RWDI dated February 27, 2024; and,
- Peer Review Responses – Noise prepared by RWDI dated May 12, 2025.

The assessment demonstrated that the proposed development is feasible based on currently available information, with the exception of two matters which need further review:

1. A review and signoff to confirm whether appropriate selections of the mechanical systems have been made to achieve the sound level criteria upon construction; and,
2. Verification of mechanical system sound levels and compliance with the sound level criteria be signed off prior to occupancy.

In response to these recommendations, the City is recommending that a holding symbol ("H") be applied to the Site to confirm that sound level criteria for the proposed development are met prior to site plan approval, to the satisfaction of the City.

SECTION 6 – CONCLUSIONS

Based on our review of the applications, Planning staff support Official Plan Amendment No. 52 and Zoning By-law Amendment Z-24-03 in accordance with Section 7 of report IPPW2025-025, for reasons including:

- The applications are consistent with the Provincial Planning Statement 2024.
- The applications conform to the policies of the Regional Official Plan.
- The application to amend the Official Plan will result in a policy framework that allows for orderly development and the efficient use of land and infrastructure.
- The site-specific zoning regulations are tailored to the Site and the proposed development, while maintaining the general intent of Zoning By-law 2018-050.
- The applications direct intensification and growth to a designated Major Corridor and Station Area.
- The proposed development represents good planning as the intended built form is compatible with the surrounding land uses, makes efficient use of infrastructure, contributes to an increased supply of housing, and provides a range of unit sizes.

SECTION 7 – RECOMMENDATIONS

1. That report IPPW2025-025 be approved.
2. That Council approve Amendment No. 52 to the City of Waterloo Official Plan, 14688210 Canada Inc., for the lands known municipally as 177-179 Albert Street, as follows:
 - a. That Schedule A6 (Specific Provision Areas) be amended by designating 177-179 Albert Street as "Specific Provision Area 91", as shown on Map 1 attached hereto.

b. That Section 11.1 of the Official Plan, Specific Provision Areas, be amended by adding the following Specific Provision Area:

11.1.91 Specific Provision Area 91 (177-179 Albert Street)

- i. The policies of this Specific Provision Area 91 (SPA 91) apply to lands known municipally as 177-179 Albert Street, shown as SPA 91 on Schedule 'A6' – Site Specific Provision Area.
- ii. It shall be a policy of this Plan that, notwithstanding anything to the contrary, the maximum building height on the lands comprising SPA 91 shall be 30 storeys and 102 metres.
- iii. It shall be a policy of this Plan that, notwithstanding anything to the contrary, the maximum density on the lands comprising SPA 91 shall be 2,885 bedrooms per hectare, provided further that the maximum number of dwelling units on the lands comprising SPA 91 shall be 231.
- iv. It shall be a policy of this Plan that, notwithstanding anything to the contrary, a minimum of 4% of the units on the lands comprising SPA 91 shall be affordable units in accordance with the CMHC affordable housing definition, for a period of not less than 25 years, to be secured through an agreement to the satisfaction of the City of Waterloo and/or the Region of Waterloo, that addresses the requirements of affordable housing.

3. That Council approve Zoning By-law Amendment Z-24-03, 14688210 Canada Inc., 177-179 Albert Street, as follows:

- a) That Zoning By-law No. 2018-050 is hereby amended by changing the zoning category as shown on Schedule 'A' of Zoning By-law 2018-050, for the lands shown on Map 1 attached hereto as "177-179 Albert St", from "Residential Mixed Use 81 (RMU-81)" to "Holding Residential Mixed-Use 81 ((H)RMU-81)"
- b) That Zoning By-law No. 2018-050 is hereby amended by adding Site Specific Exception 'C292' to Schedule 'C' of Zoning By-law 2018-050 as set forth in Appendix 'A' attached to IPPW2025-025.
- c) That Zoning By-law No. 2018-050 is hereby amended by adding Site Specific Exception "C292" to Schedule 'C1' of Zoning By-law 2018-050 for the lands shown on Map 1 attached hereto as "177-179 Albert Street".

Submitted by:

Max Kerrigan MCIP RPP

Senior Development Planner / Urban Designer
Planning Division, City of Waterloo

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MAP 1 – Location Map



Map © 2022, City of Waterloo
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May Not Be Reproduced Without Permission.
THIS IS NOT A PLAN OF SURVEY

Subject Property

 177-179 Albert St



Scale N.T.S.

Drawn by: IPPW
City of Waterloo
Date: February 16, 2024

LOCATION MAP

Appendix A – Site Specific By-law

Exception	Address	Zoning	File Reference
C292	177-179 Albert Street	(H)RMU-81	Z-24-03 OPA 52

Location: 177 and 179 Albert Street as shown on Schedule 'C1' to this BY-LAW.

Site Specific Regulations:

- a) Notwithstanding anything to the contrary, the following site specific regulations shall apply:
 - i. A holding symbol (H) is hereby applied to the lands municipally known as 177 and 179 Albert Street (the "Lands"). The holding symbol (H) means the Lands are zoned as a holding provision area for which the following applies:
 - i. Notwithstanding anything to the contrary, until the holding symbol is removed from the Lands, no PERSON shall erect any new BUILDING or STRUCTURE on the Lands.
 - ii. Prior to the passing of a BY-LAW to remove the holding (H) symbol, the owner of the Lands shall prepare detailed development plans and drawings that demonstrate a high standard of urban design, including:
 - a. enhanced podium structure that incorporates design elements and materials that honour and/or complement the existing neighbourhood and nearby heritage architecture and materiality;
 - b. enhanced tower structure that incorporates a high standard of design / architecture, materials and finishes;
 - c. consistency with the urban design policies, standards and guidelines in the City's Official Plan and Urban Design Manual.
 - iii. Prior to the passing of a BY-LAW to remove the holding (H) symbol, the owner of the Lands shall provide verification of mechanical system type, sound levels, and compliance with the guideline limits in MECP Publication NPC-300. The verification and sign-off shall be completed by a qualified Noise Study Consultant.
 - iv. Prior to the passing of a BY-LAW to remove the holding (H) symbol, through an agreement to the satisfaction of the City of Waterloo and/or the Region of Waterloo, at least 4% of the residential units on the Lands shall be secured as affordable units according to the definition of affordable housing by CMHC. Duration of affordability will be set out in the agreement, and will be at least 25 years.

all to the satisfaction of the City of Waterloo.

- ii. Site Specific Exemption C179 shall continue to apply.
- iii. BUILDING HEIGHT (maximum): 30 storeys and 102 metres, inclusive of PODIUM.

- iv. DENSITY (maximum): 2,885 bedrooms per hectare, provided further that the maximum number of DWELLING UNITS on the Lands shall be 231.
- v. STREET LINE SETBACK (minimum): 4.0 metres, applicable to Seagram Drive.
- vi. REAR YARD setback (minimum):
 - v. 0.6 m to transformer room
 - vi. 0.8 m to underground parking garage / amenity terrace
 - vii. 4.4 m to remainder of the PODIUM
- vii. PODIUM HEIGHT (minimum): 5.2 metres for the transformer room.
- viii. TOWER Separation measured from exterior face of the BUILDING, including balconies (minimum):
 - i. 7.8 m (westerly LOT LINE)
 - ii. 7.0 m (northerly LOT LINE)
- ix. TOWER STEPBACK above PODIUM, including balconies, on the FRONT BUILDING FAÇADE and FLANKAGE BUILDING FAÇADE (minimum):
 - i. Seagram Drive:
 - a. 30% of tower facade at 0.7 metre stepback
 - b. 70% of tower facade at 2.0 metre stepback
 - ii. Albert Street:
 - a. 33% of tower façade at 0.0 metre stepback
 - b. 40% of tower facade at 1.0 metre stepback
 - c. 27% of tower façade at 2.0 metre stepback
- x. AMENITY AREA (minimum): 1,018 square metres.
- xi. ARCHITECTURAL PROJECTION: maximum encroachment of a Class 'C' Architectural Projection shall be 2.0 metres.

**APPENDIX 'B' – Minutes of Informal
Public Meeting COMMITTEE OF THE
WHOLE MEETING**

Monday, February 10, 2025

Informal Public Meeting

Title: Official Plan Amendment No.52 & Zoning By-law
Amendment Z-24-03, 177-179 Albert Street, 146882110
Canada Inc.

Prepared By: Max Kerrigan

Max Kerrigan gave a presentation outlining the proposed development, and the Official Plan and Zoning By-law Amendments being requested. He then responded to questions of Council.

Parker Zhang, Owner of 177-179 Albert Street and Pierre Chauvin, Partner, MHBC Planning gave a presentation further detailing the proposed development. Pierre Chauvin and Parker Zhang then responded to questions of Council. Reema Masri, Principal Architect/President, Masri O Inc. Architects also responded to questions of Council.

Rob Evans, Resident of Waterloo spoke about the importance of preserving the heritage in the neighbourhood and that the community is against the proposed development. He then 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 'C' - Agency and Staff Comments**NO COMMENTS OR CONCERNS:**

- City of Waterloo – Building Standards
- City of Waterloo – Fire Services
- City of Waterloo – Economic Development

AGENCY COMMENTS:**REGION OF WATERLOO**

Development within the Region of Waterloo is now subject to the 2024 PPS. A review of the relevant 2024 PPS policies are summarized below. The 2024 Provincial Planning Statement directs that:

- Planning authorities permit and facilitate all housing options (2.2.1. a), 2.4.1.2), and all types of residential intensification (2.2.1 a) b), 2.3.1.3)
- Land use planning shall be co-ordinated with planning for housing with Service Managers to address the full range of housing options, including affordable housing needs (2.2.1. a))
- Planning authorities promote densities for new housing which efficiently use land, resources, infrastructure and public service facilities and support the use of active transportation (2.2.1 c)), and are transit-supportive (2.3.1.2 c))
- Growth should be focused in strategic growth areas, including major transit station areas (2.3.1.1)
- A minimum density target of 160 residents and jobs per ha is established for major transit station areas served by light rail or bus rapid transit (2.4.2.2 b))
- All major transit station areas should be designed to be transit-supportive, accommodates a range of mobility needs and supports active transportation (2.4.2.6 b))
- Strategic growth areas should be planned to support the achievement of complete communities, intensification, and more mixed-use development and to support affordable, accessible and equitable housing (2.4.1.2)
- Supporting land use development that promotes the use of transit and active transportation
- Support the achievement of compact, complete communities (2.9.1)

The applications are consistent with the 2024 PPS. The PPS requires planning authorities to identify affordable housing targets. Affordable housing comments were provided with the February 28th comments and are updated below.

Housing Services

Regional staff noted that the re-submission indicated that a minimum of 4% of the units would be affordable. Rent levels and house prices that are considered affordable according to the Provincial Policy Statement 2024 were provided, and that resources were available for assistance in this regard.

Notice of Source Protection Plan Compliance (Section 59 Notice)

This property is in a source protection area where Risk Management Plan or prohibition polices implemented by the Region of Waterloo may apply. A valid Notice of Source Protection Plan Compliance (Section 59 Notice) is required as part of a formal application.

Water Services

Region staff have reviewed the Functional Servicing & Stormwater Management Report prepared by MTE (October 10, 2024) and have no comments.

Environmental and Stationary Noise Study

The Region's third-party peer review consultant (RWDI) reviewed the 'Updated Environmental Noise Assessment' (October 10, 2024) and 'Environmental Noise Assessment Response to Peer Review Comments' memo (October 10, 2024) prepared by SLR Consulting, and provided the following comments: Road Transportation Noise

- The report summarizes the consequences of the modelled sound levels.
 - Results of the modelling are reflected in a ventilation requirement, as is appropriate. The letter provided by the consultant confirms that PTAC units will not be used, and that central air conditioning will be provided. The City should require that the noise assessment be updated if a proposal for this site shows that PTAC units will be used, and that central air conditioning will not be provided.
 - The need for warning clauses is appropriately noted and should be refined or confirmed when the site plan is finalized.

Stationary Noise

- The report describes the selection of stationary sources for evaluation using the D-series guidelines. While there remains disagreement on the rationale and approach in classification under the D-6 guideline, the outcome is not materially changed because of the existing zoning. The report indicates that the current zoning permits a multi-unit residential building up to 81 storeys. Based on this zoning, Wilfrid Laurier University is already obligated to comply at the proposed height. The D-6 classification is therefore immaterial here.

- The proposed building structure provides noise protection on the north, west and south sides of the rooftop terrace. The City should provide a holding provision to re-evaluate the rooftop terrace and any necessary mitigation if the design changes at site plan so that the terrace location moves or is no longer protected by the building on the north, west or south sides.

Conclusions

- The report defers the consideration of both noise impact from the development on itself and noise impact of the development on the surroundings until the mechanical systems have been designed.
 - It is recommended that the City includes a condition of the building permits being granted, which requires review and signoff that appropriate selections of the mechanical systems have been made to achieve the sound level criteria upon construction. The review and sign-off are to be completed by an individual on the Region's Pre-Qualified Consultants for Noise Studies List.
 - It is recommended that the City includes a holding condition that requires that verification of mechanical system sound levels and compliance with the sound level criteria be signed off prior to occupancy permits being granted. The verification and sign-off are to be completed by an individual on the Region's Pre-Qualified Consultants for Noise Studies List.

Airport Comments

The development is located outside of the current Airport Zoning Regulations and will be within the proposed Airport Zoning Regulations. It is specifically within the obstacle protection area of the Runway 14 Instrument Approach Procedures with an estimated height limitation is 1600ft ASL (487m ASL). The development has an estimated ground elevation of 339m ASL and building height of 102m, resulting in an overall elevation of 441m ASL. There is therefore about 46 m available above the building for any cranes, which is expected to be sufficient.

The developer will need to submit a Land Use application to Nav Canada for the building and any cranes and obtain a letter of no objection to the satisfaction of the Region. The developer will also need to submit an Aeronautical Assessment Form to Transport Canada and comply with any requirements.

SIX NATIONS OF THE GRAND RIVER ELECTED COUNCIL (SNGREC)

Haldimand Tract and 1701 Nanfan Treaty Preamble

Six Nations of the Grand River (SNGR) Territory is within the most highly urbanized land in Canada. Development has occurred on Six Nations' traditional territory without consultation or consent of SNGR. The cumulative effects of this intense development has contributed to significant environmental degradation and, as a result, Six Nations has experienced severe impacts on its ability to exercise Aboriginal and Treaty Rights that are

not only set out in the treaties themselves but are also recognized and affirmed in Section 35 of the Constitution Act, 1982. These treaty lands are subject to unresolved litigation and any infringement upon our treaty rights must be fully mitigated by the proponent. The 1701 Nanfan Treaty guarantees SNGR's right to harvest and hunt on this property for perpetuity, but this proposal undermines those rights. SNGR must be accommodated to mitigate any harm to its treaty rights caused by the proponent.

Treaty Rights Compensation

As this development will essentially ensure that this land will never be returned to a natural state, SNGREC requests that this development be paired with compensation for impacts to Six Nations Aboriginal and Treaty Rights and to the environment. SNGREC requests that these compensations come in the forms of affordable units, dedicated units for First Nations people, and environmental enhancements. Please reach out if you have any questions or to collaborate on determining compensation.

Bird and Light Friendly Design

SNGREC requests for the proponent to design the building using bird friendly practices. This includes minimizing reflective surfaces, creating visual markers on all windows, and directing light downwards. This is especially important for a 30-storey building due to its scale.

Please see the City of Toronto's bird friendly practices for glass and for lighting as guidelines and implement them thoroughly across the entire design:

- <https://www.toronto.ca/wp-content/uploads/2017/08/8d1c-Bird-Friendly-Best-Practices-Glass.pdf>
- <https://www.toronto.ca/wp-content/uploads/2018/03/8ff6-city-planning-bird-effective-lighting.pdf>

NAV CANADA

NAV CANADA has evaluated the captioned proposal and has no objection to the project as submitted. Our assessment does not constitute an approval and/or permit from other agencies.

- Any construction equipment exceeding the height of this submission must be submitted at least 30 business days prior to usage.
- In the interest of aviation safety, it is incumbent on NAV CANADA to maintain up-to-date aeronautical publications and issue NOTAM as required. To assist us in that end, we ask that you notify us at least 10 business days prior to the start of construction.

ENOVA POWER

- Please follow standards 12-350A1 and 12-350A3 for the construction methods and requirements for the vault room.
- A duct bank is required out of one corner (opposite to secondary) to property line. A 3m easement is required over this as well as the vault room itself. Enova Terms of conditions for Easements will apply.

WATERLOO REGION DISTRICT SCHOOL BOARD

Student Accommodation

At this time, the subject lands are within the boundaries of the following WRDSB schools:

- Keatsway Public School (Junior Kindergarten to Grade 6);
- MacGregor Public School (Grade 7 to Grade 8); and
- Waterloo CI (Grade 9 to Grade 12).

The WRDSB's 2020-2030 Long-Term Accommodation Plan projects long-term over-utilization at all of the above schools. Interim student accommodation measures, including portable classrooms, are on-site and may be required until an alternative accommodation solution is in place. 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, and we ask that pedestrians be considered in the review of all development applications to ensure the enhancement of safety and connectivity. WRDSB staff are interested in engaging in a conversation with the City and applicant to review the optimization of pedestrian access to municipal sidewalks and public transit so students may access school bus pick-up points.

Student Transportation Services of Waterloo Region (STSWR)'s school buses will not travel privately owned or maintained right-of-ways to pick up/drop off students. Transported students will be required to meet the bus at a congregated bus pick-up point. STSWR may have additional comments about student pick-up point(s) placement on municipal right-of-ways.

WRDSB Draft Conditions

Concerning any future declaration or agreement, the WRDSB requests the following inclusions in the conditions:

1. That the Owner/Developer shall include the following wording in the condominium declaration to advise all purchasers of residential units and/or renters of same:

- a. "Despite the best efforts of the Waterloo Region District School Board (WRDSB), accommodation in nearby facilities may not be available for all anticipated students. You are hereby notified that students may be accommodated in temporary facilities and/or bussed to a school outside the area, and further, that students may, in future, be transferred to another school."
 - b. "For information on which schools are currently serving this area, contact the WRDSB Planning Department at 519-570-0003 ext. 4419, or email planning@wrdsb.ca. Information provided by any other source cannot be guaranteed to reflect current school assignment information."
 - c. "To limit liability, public school buses operated by the Student Transportation Services of Waterloo Region (STSWR), or its assigns or successors, will not travel on privately owned or maintained right-of-ways to pick up students, and potential busing students will be required to meet the bus at a congregated bus pick-up point."
2. That the Owner/Developer enters into an agreement with the City to be registered on the title to the Property that provides:
 - a. "All agreements of purchase and sale or leases for the sale or lease of a completed home or a home to be completed on the Property must contain the wording set out below to advise all purchasers of residential units and/or renters of same."
 - i. "Despite the best efforts of the Waterloo Region District School Board (WRDSB), accommodation in nearby facilities may not be available for all anticipated students. You are hereby notified that students may be accommodated in temporary facilities and/or bussed to a school outside the area, and further, that students may, in future, be transferred to another school."
 - ii. "For information on which schools are currently serving this area, contact the WRDSB Planning Department at 519-570-0003 ext. 4419, or email planning@wrdsb.ca. Information provided by any other source cannot be guaranteed to reflect current school assignment information."
 - iii. "In order to limit risks, public school buses contracted by Student Transportation Services of Waterloo Region (STSWR), or its assigns or successors, will not travel on privately owned or maintained right-of-ways to pick up and drop off students, and so bussed students will be required to meet the bus at a congregated bus pick up point."
3. That in cases where Agreements of Purchase and Sale have already been executed, the Owner/Developer sends a letter to all purchasers which includes the above statements [conditions 2 a. i., ii., and iii.].
4. That the Owner/Developer supply, erect and maintain a sign (at the Owner/Developer's expense and according to the WRDSB's specifications), near or

affixed to the development sign, advising prospective residents about schools in the area and that prior to final approval, the Owner/Developer shall submit a photo of the sign for review and approval of the WRDSB.

5. Prior to final approval, the WRDSB advises in writing to the Approval Authority how the above conditions have been satisfied.

Education Development Charges

Development on the subject lands is subject to the WRDSB's Education Development Charges By-law, 2021, as amended or any successor thereof and may require the payment of Education Development Charges for these developments before issuance of a building permit.

The WRDSB requests to be circulated on any subsequent submissions on the subject lands and reserves the right to comment further on this application.

WATERLOO CATHOLIC DISTRICT SCHOOL BOARD

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

CITY OF WATERLOO STAFF COMMENTS

Transportation Services

- The sidewalk along Albert Street must be setback 0.3 metres from the property line.

Engineering

- In accordance with Ontario Building Code, Section 3.2.9.7, if the building(s) is 84 m or more high, measured between grade and the ceiling level of the top storey, the building(s) shall be served by not less than two sources of water supply from a public water system. The City requires that if two separate water mains are available to service the development, then the applicant must connect to each water main. The water supply shall be sufficient to provide flow of at least 1,890 L/min for not less than 30 minutes at a pressure of not less than 450 kPa.
- The Functional Servicing Report states that the existing sanitary sewer on Albert Street is 300mm. The size of the existing sanitary sewer on Albert Street is 250mm. Please amend drawings and FSR with correct sewer size.
- A sanitary flow rate of 5.28 L/sec has been presented as an anticipated flow rate for the proposed development. It was also assumed in the report that the 250mm sanitary sewer on Albert Street has sufficient capacity to support the proposed development. The City of Waterloo does not guarantee capacity within the receiving municipal infrastructure. A capacity analysis should be completed to confirm the receiving system can convey the demand from the development. The City of Waterloo considers any pipe capacity that exceeds 80%, as overcapacity.

The developer may request the City to complete the modelling. A fee of \$540.00 will apply.

- Chung and Vander Doelen Engineering Ltd. Geotechnical Investigation (dated October 9, 2024) indicates groundwater levels were measured at depths ranging from 3.75m and 5.22m below the surface, and that the underground parking will be below the groundwater table. The applicant must satisfy Development Engineering and demonstrate through the design how groundwater will be protected post construction. It's also been indicated a MECP permit to take water will be required. The City of Waterloo will require a dewatering plan to the satisfaction of the Director of Engineering.
- The Geotechnical Report also indicates a shoring system will be required to support the excavation and protect the adjacent properties. An Encroachment Agreement may be required if a tie back system is proposed that would extend into the municipal road.

APPENDIX 'D' - Public Comments

Various comments were received from the public, which were reviewed and considered through the evaluation of this application. Public comments received have been summarized below and organized by theme.

Density, Height, and Massing Concerns

- Great to see more intensification near the university, and close to LRT line.
- Fits with the scale of the surrounding apartments, and is something we just have to do in certain locations to build our city economically and efficiently.
- The proposed height and massing should provide a more gradual transition to the surrounding neighborhood, particularly the adjacent Heritage Conservation District (HCD).
- The proposal is out of scale with surrounding buildings:
 - Adjacent properties range from 2 to 7 storeys.
 - Lacks appropriate transition from lower-density residential and heritage buildings.
- The proposal meets only the general elements of the Provincial Policy Statement and the Greater Golden Horseshoe Growth Plan but does not align with the City of Waterloo's specific goals for urban diversity and sustainability.
- Alternative proposal: a more reasonable height of 6-10 storeys, aligning with adjacent structures.

Infrastructure & Servicing Capacity

- Concerns regarding the strain on existing infrastructure, including:
 - Road traffic congestion.
 - Public transportation capacity.
 - Emergency services response time.
 - Utility systems (water, sewage, electricity).
 - Peak usage modeling and mitigation strategies are needed.

Transportation, Traffic & Parking

- The ratio of car to bike parking is great.
- Increased density will significantly impact traffic at the Albert & Seagram intersection, already experiencing congestion and safety issues.
- Albert Street is already reduced to a single lane due to bicycle lanes.
- The Traffic Study's estimate of only 61 new daily trips appears underestimated.
- Parking deviations:
 - Proposed reductions in resident and visitor parking are seen as cost-cutting measures rather than mobility solutions.
 - No clear provisions for electric vehicle (EV) charging stations.
 - The 75 proposed indoor bicycle parking spaces are inadequate.
- The proposal relies on the assumption that residents will use public transit, yet its location does not promote transit-dependent living.

Environmental & Sustainability Concerns

- The proposal lacks clear sustainable building features such as:
 - Green roofs.
 - Rain gardens.
 - Energy-efficient systems.
- No provisions for heating loops for sidewalks and driveway aprons to reduce salt usage.
- The environmental impact study should address:
 - Effects on local ecosystems, green spaces, and water runoff.
 - Comparison with similar high-density projects.
- Proposal commits only to "exploring" energy-efficient measures rather than integrating them into the plan.

Shadow, Wind & Light Pollution Impacts

- Shadow Study indicates prolonged shadows on neighbouring properties, impacting sunlight access for residents and green spaces.
- If the lot were consolidated with the property to the west, a narrower tower would create shadows that pass more quickly.
- Additional storeys would not exacerbate existing shadow impacts.
- The Wind Study raises concerns about street-level wind conditions, making pedestrian areas uncomfortable or hazardous.
- Wind effects exceed safety criteria in several areas, particularly at street level and rooftop patio spaces.
- The high percentage of glass in the design contributes to excessive light pollution and bird collision risks.

Community Consultation & Integration

- Lack of meaningful consultation with existing residents and businesses.
- The development should better integrate with the surrounding neighbourhood:
 - Architectural style.
 - Public spaces.
 - Pedestrian connectivity.

- The proposal fails to consider the presence of Indigenous communities at 175 Albert Street.
- The design does not contribute to an open or inviting urban space.
- The first commercial outdoor patio in this area could introduce noise and traffic concerns.
- The development does not support mixed-use diversity, leading to a mono-profile population.

Heritage & Urban Planning Alignment

- The site is adjacent to a Heritage Conservation District (HCD), yet the proposal disregards heritage planning principles.
- The city's track record of approving excessive height increases is concerning.
- The urban planning best practice of gentle intensification is ignored:
 - The transition from 2-storey homes to a 24-storey tower is too abrupt.
 - A more reasonable proposal would limit height to 6-10 storeys.
- Concerns about setting a precedent for over-intensification.

Public Safety & Emergency Services

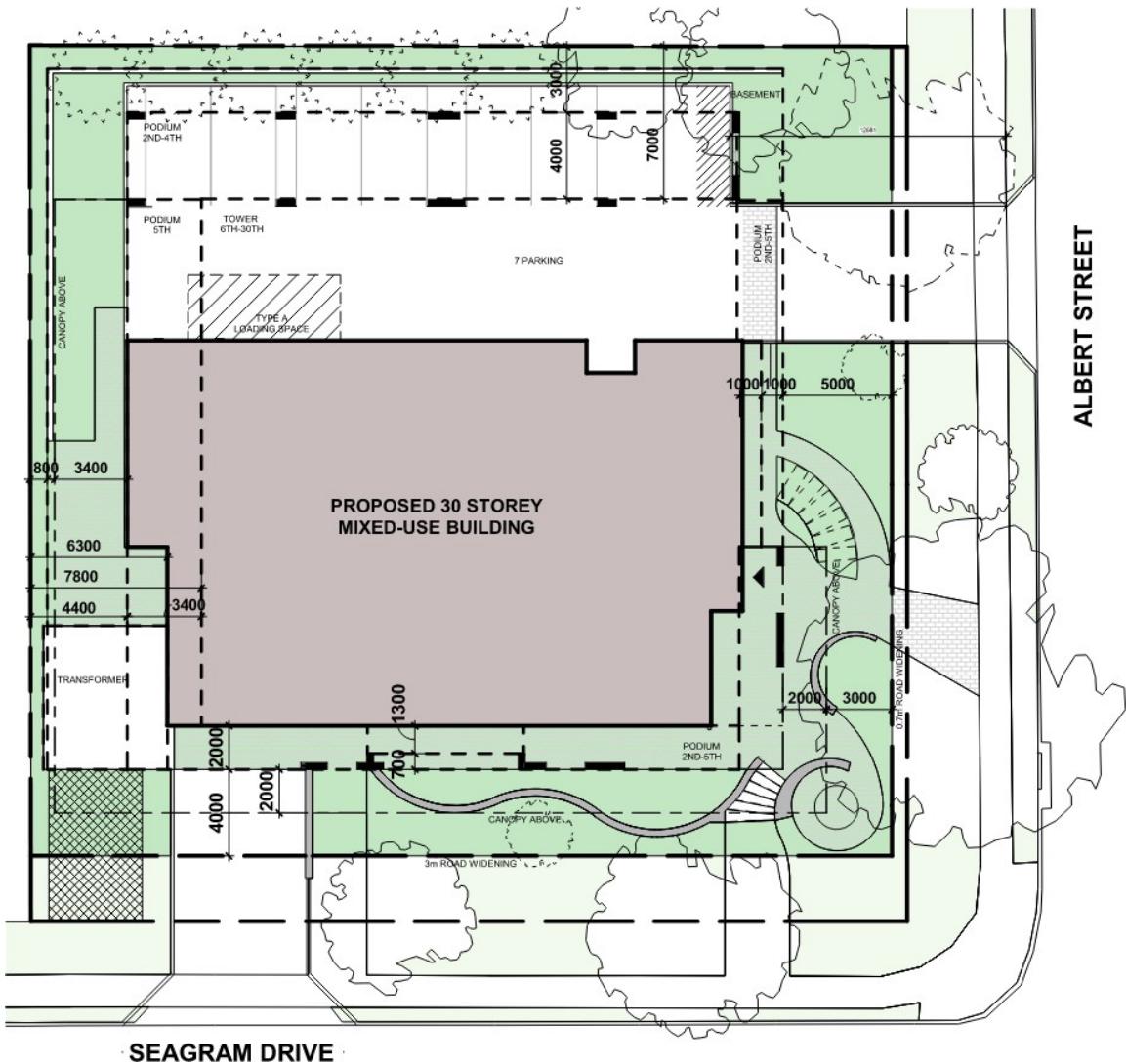
- Increased density may negatively impact emergency response times.
- The City of Waterloo lacks high-rise fire rescue equipment, relying on Kitchener for support.
- Traffic congestion could exacerbate delays in emergency response.
- Safety risks associated with pedestrian congestion, particularly around MacGregor Public School.
- The annual Ezra Street Party poses additional safety concerns with increased density.

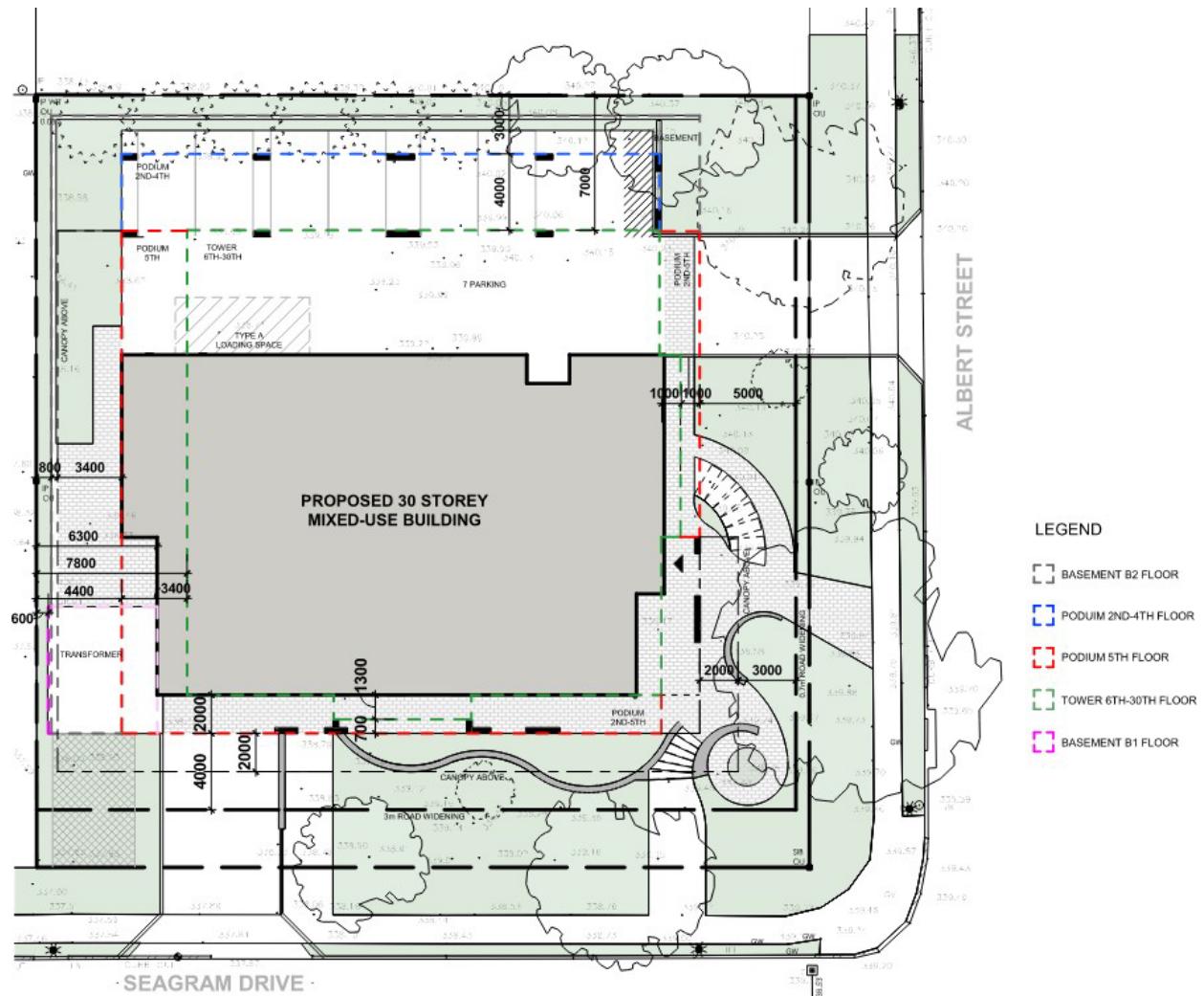
Garbage & Waste Management

- Waterloo has a history of approving rental and condo buildings with inadequate garbage chutes and storage.
- No clear plan for commercial waste collection, particularly with new mixed-use elements.
- Student-heavy neighborhoods already struggle with garbage issues, and this development may worsen the problem.
- The development as proposed is doing little to nothing to animate the streetscape.

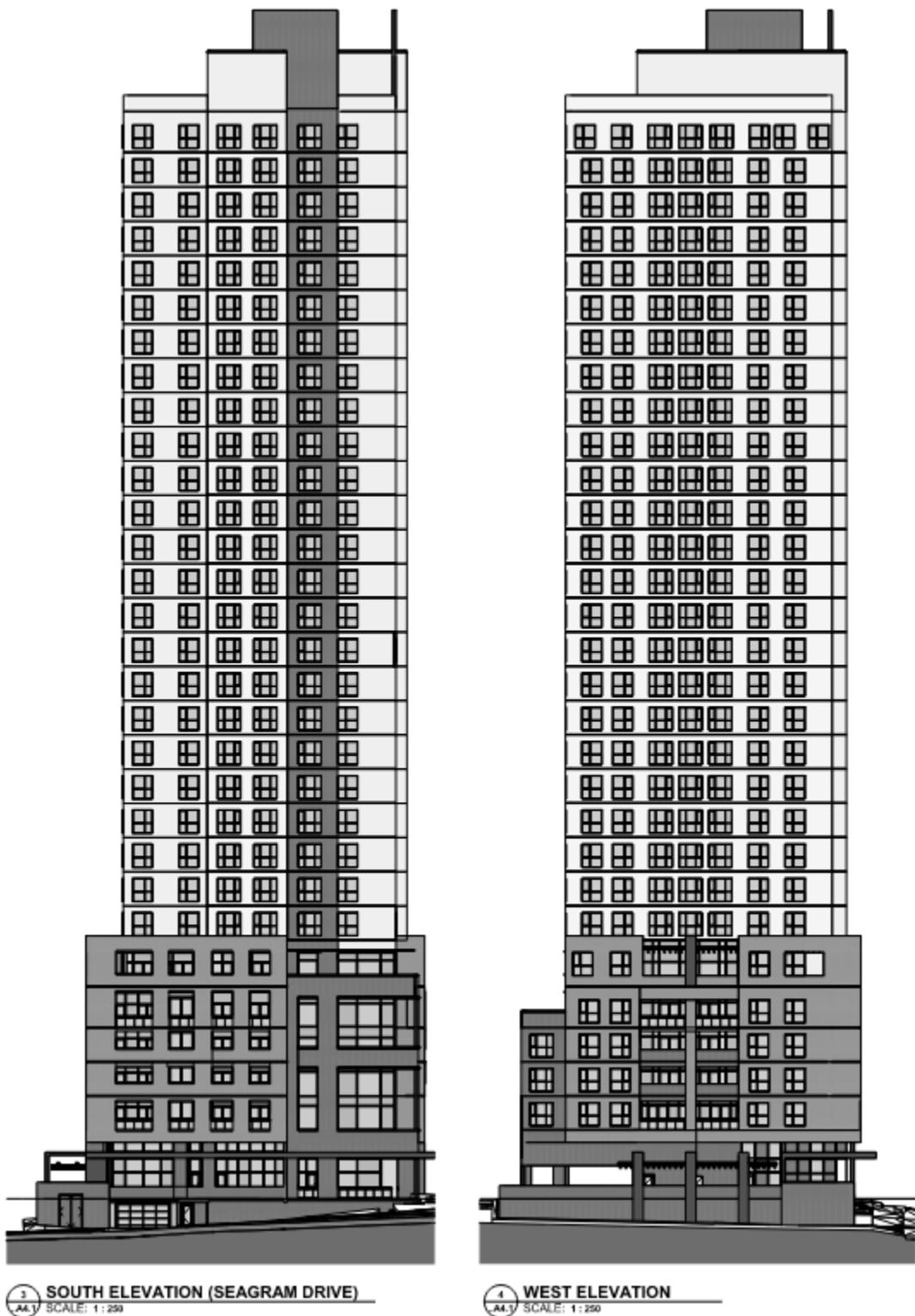
Recommendations for a More Suitable Proposal

- Reduce height and density to align with adjacent buildings (6-10 storeys).
- Increase greenspace and tree planting.
- Include affordable housing units to meet city and regional targets.
- Strengthen community consultation efforts.
- Improve urban design integration with surrounding properties.
- Address transportation, safety, and servicing concerns with updated studies.

APPENDIX 'E' – Site Plan / Elevations / Perspectives









EAST ELEVATION (SEAGRAM DRIVE)

SCALE: 1 : 400



SOUTH ELEVATION (ALBERT STREET)

SCALE: 1 : 400



TYPICAL SEAGRAM DRIVE CROSS SECTION

SCALE: 1 : 400



STAFF REPORT Planning

Title:	Zoning By-law Amendment Z-24-17 for 137 & 141 Woolwich Street
Report Number:	IPPW2025-051
Author:	Aminu Bello
Council Date:	September 8, 2025
File:	Z-24-17
Attachments:	Map 1 – Location Map Appendix A – Site Specific By-law C285 Appendix B – Staff and Agency Comments Appendix C – Informal Public Meeting Minutes Appendix D – Conceptual Site Plan & Building Elevations Appendix E – Landscape Plan
Ward No.:	Southeast, Ward 5

Recommendations:

1. That Council approve report IPPW2025-051.
2. That Council approve Zoning By-law Amendment Z-24-17, 1000686403 Ontario Ltd. (Opulence Homes), for lands municipally known as 137 and 141 Woolwich Street, in accordance with Section 7 of Staff Report IPPW2025-051.

A. Executive Summary

GSP Group Inc., on behalf of 1000686403 Ontario Ltd. (the “Applicant”) is proposing to amend the City’s Zoning By-law for the lands municipally known as 137 and 141 Woolwich Street (the “Site”) to permit two three-storey townhouse buildings containing a total of 11 dwelling units.

The Site is currently comprised of two (2) separate lots, each containing a single detached dwelling. Each townhouse unit is proposed to contain an attached garage with driveway access from Exmoor Street. Demolition of the existing single detached dwellings is required to redevelop the Site.

To facilitate the proposed development, the Applicant is requesting to rezone the Site from Residential Two (R2) to Residential Eight (R8) with the following site specific regulations:

- Decrease the minimum lot area for a freehold townhouse from 165 square metres to 146 square metres.
- Decrease the minimum interior lot line setback from 7.5 metres to 2.7 metres from the northwesterly westerly lot line and 3.4 metres of separation between any two buildings on the Site.
- Decrease the minimum side yard setback from 1.8 metres to 1.7 metres.
- Increase the maximum lot coverage from 45% to 50%.
- Exempt the proposed development from the required minimum visitor parking rate of 0.33 spaces per dwelling unit for townhouse buildings.
- Allow encroachment of an unenclosed porch into a front yard from 0.6 metres to 0.7 metres.
- A decrease in the minimum required landscaped open space from 30% to 27%.
- A retaining wall greater than 0.6 metres above grade shall not be deemed part of the building.
- The cluster development regulations shall not apply.

Based on a review of the submission materials provided, Staff support Zoning By-law Amendment application Z-24-17 (the “Application”) in accordance with Section 7 of Staff Report IPPW2025-051, for reasons including:

- The Application is consistent with the 2024 Provincial Planning Statement.
- The Application conforms to the policies of the Regional Official Plan.
- The Application meets the general intent of the City of Waterloo Official Plan.
- The intent of the Zoning By-law 2018-050 is maintained as the requested site specific amendments are minor in nature.
- The proposed development can be adequately serviced by existing and proposed servicing infrastructure.
- Appropriate access to the units can be provided from Exmoor Street.
- The proposed development represents good planning as the intended built form is compatible with the surrounding land uses and provides additional housing options within the neighbourhood.

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 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)

Application Z-24-17 generally aligns 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 to offer a range of housing options within the University Downs neighbourhood.

E. Previous Reports on this Topic

N/A



Zoning By-law Amendment Z-24-17 for 137 & 141 Woolwich Street
IPPW2025-051

SECTION 1 – SUBJECT SITE

Location: 137 & 141 Woolwich Street

Ward: Southeast, Ward 5

Size: 0.194 hectares (0.48 acres)

Owner/Applicant: 1000686403 Ontario Ltd.
 (Opulence Homes)

Existing Land Use: Two single detached dwellings

Proposed Land Use: 11 townhouses units
 (3 storeys each)

Public Input: The mechanisms used to gather input for Z-24-17 are shown in the table below.



Mechanism	Date	Results
Advertise Notice of Complete Application	October 3, 2024	Pursuant to subsections 34(10.7) of the Planning Act, staff advertised the Application in the Waterloo Record, and a letter was mailed to all property owners within 120 metres of the Site.
Agency and Staff Circulation (Submission #1)	September 23, 2024	Agency and staff comments are attached as 'Appendix B'.
Agency and Staff Circulation (Submission #2)	May 8, 2025	Agency and staff comments are attached as 'Appendix B'.
Sign posted on the Site	October 18, 2024	Staff received photo verification from the Applicant that the sign was installed.
Informal Public Meeting	October 21, 2024	Informal Public Meeting minutes attached as Appendix 'C'.

5 Integrated Planning & Public Works

Advertise Formal Public Meeting	August 14, 2025	Advertised in the Waterloo Record and a letter mailed to all property owners within 120 metres of the Site.
Formal Public Meeting	September 8, 2025	Council consideration of the application.

SECTION 2 – BACKGROUND

The Site is located within southeast portion of the University Downs neighbourhood at the road intersection of Exmoor Street and Woolwich Street. The Site contains two existing single detached dwellings located on separate lots that are currently accessed from driveways on Woolwich Street.

The Site is 0.19 hectares in size with approximately 73.4 metres of frontage on Exmoor Street and 26.5 metres along Woolwich Street. The surrounding area consists of existing single detached dwellings, 2-storey townhouses, public park (Exmoor Park) and townhouses located within the City of Kitchener as shown in **Figure 1**.



Figure 1: The Site location and surrounding area.

The site topography slopes approximately 1.5 metres down into the site from Exmoor Street and the rear yards of 527 and 529 Exmoor Street (existing properties to the north west). Six private trees are located on the Site with several boundary trees straddling the adjacent properties and the municipal right-of-way (Exmoor St).

SECTION 3 – APPLICANT PROPOSAL

To facilitate redevelopment of the Site, the Applicant is proposing to rezone the lands from Residential Two (R2) to Residential Eight (R8) with the following site specific regulations:

- Minimum lot area of 146 square metres for a freehold townhouse.
- Maximum lot coverage of 50%.
- Minimum interior lot line setback of 2.7 metres from the westerly lot line and 3.4 metres of separation between any two buildings on the Site.
- Minimum side yard setback of 1.7 metres for freehold townhouses.
- Exemption from the required visitor parking for a townhouse building.
- Allow front yard encroachments of an unenclosed porch of up to 0.7 metres.

Staff have identified additional site specific regulations and modifications to the Applicant's requested amendments as discussed in Section 5 of this report.

This Application is being requested by the Applicant to facilitate development of eleven (11) dwelling units contained within two separate townhouse blocks. Specifically, five units in the westerly block and six units within the easterly block are planned to be developed as freehold townhouses.

A total of 29 bedrooms are proposed, with either three-bedrooms or two-bedrooms plus a den within each townhouse unit. The proposed townhouse buildings will be oriented towards Exmoor Street with each lot containing an attached garage and private driveway accessed from Exmoor Street. No existing sidewalk connections exist along the north side of Exmoor Street in this location, therefore the proposed driveways will extend to the road curb. A Conceptual Site Plan and Building Elevations are included in **Appendix C**.

The Applicant intends to submit a separate Consent application to the Committee of Adjustment to create two separate land parcels, one containing the 5-unit townhouse building and one containing the 6-unit townhouse building. Following construction of the building foundations, the Applicant intends to submit subsequent Consent applications to create 11 individual freehold townhouse lots.

Several of the requested site specific zoning amendments are intended as interim provisions to ensure zoning compliance is maintained should the Applicant submit a building permit to construct townhouse foundations prior to obtaining Consent approval to create the individual freehold townhouse lots. In the R8 zone, different regulations apply to 'Townhouse' buildings and 'Freehold Townhouse' buildings.

SECTION 4 – POLICY ANALYSIS

4.1 Provincial Planning Statement

The 2024 Provincial Planning Statement (the “PPS”) establishes the vision and policy framework for matters of provincial interest related to land use planning and development in Ontario. Collectively, the policies aim to prioritize planning for people and homes to support the achievement of complete communities.

In staff’s opinion, the Application is consistent with the PPS for the reasons including:

- The proposed development will contribute to a mix of housing options that is developed with a more compact built form.
- The Application provides opportunities for intensification that results in a net increase in residential units.
- The Application will result in the efficient use of land and existing infrastructure.

Region of Waterloo Official Plan

The Regional Official Plan (“ROP”) provides a land use policy framework that implements the Provincial Planning Statement in the regional context. The lands are located within the Urban Area Boundary and Delineated Built-Up Area (as shown on ROP Map 2, Urban System).

In staff’s opinion, the application conforms to the ROP for reasons including:

- The development is located within the delineated built-up area.
- There is sufficient servicing infrastructure to support the proposed development.
- The development promotes a more compact built form that will contribute to providing a diverse range and mix of housing options.

City of Waterloo Official Plan

The Lands are designated Low Density Residential in the City of Waterloo Official Plan (the “City OP”). The intent of this designation is to accommodate primarily low-rise residential land uses at lower densities than the rest of the City. The City OP allows for intensification that is context sensitive to the surrounding neighborhood and maintains a low-rise built form.

Section 10.1.3(1) of the City OP outlines permitted uses for lands designated as low density residential, which includes townhouses.

In staff’s opinion, the application conforms to the City OP for the reasons including:

- The proposed development conforms to the Low Density Residential policies of the City’s Official Plan.

8 Integrated Planning & Public Works

- The proposed development provides opportunities for intensification that will contribute to increasing the supply of housing.
- There is sufficient servicing infrastructure for the proposed development.
- The proposed development is context sensitive and does not negatively impact the surrounding low density residential uses.

City of Waterloo Zoning By-law 2018-050

The Site is currently zoned Residential Two (R2), which permits detached buildings that are intended to be used for up to four dwelling units. An amendment to the current zoning is required to permit townhouses on the Site. To facilitate the proposed development, the following site specific zoning amendments are requested by the Applicant:

- Decrease the minimum lot area for a freehold townhouse from 165 square metres to 146 square metres.
- Decrease the minimum interior lot line setback from 7.5 metre to 2.7 metres from the northwesterly westerly lot line and 3.4 metres of separation between any two buildings on the Site.
- Decrease the minimum side yard setback from 1.8 metres to 1.7 metres.
- Increase the maximum lot coverage from 45% to 57%.
- Exempt the proposed development from the required minimum visitor parking rate of 0.33 spaces per dwelling unit for townhouse buildings.
- Allow encroachment of an unenclosed porch up to 0.7 metres into the front yard, whereas a maximum 0.6 metre projection is permitted.
- Decrease the minimum required landscaped open space from 30% to 27%.
- A retaining wall greater than 0.6 metres above grade shall not be deemed part of the building.
- The cluster development regulations shall not apply.

Should City Council support application Z-24-17, a by-law will be required to amend Zoning By-law 2018-050 with site specific provisions as outlined in **Appendix A** of this report.

SECTION 5 – PLANNING EVALUATION

Staff have reviewed Zoning By-law Amendment Z-24-17 and provide the following analysis:

5.1 Lot Area

The Residential Eight (R8) Zone requires a minimum lot area of 165 square metres for a freehold townhouse. The Applicant is requesting zoning relief to allow a minimum lot area of 146 square metre for a freehold townhouse.

The intent of the minimum lot area is, in part, to ensure sufficient space on the lot for on-site parking, private rear yard amenity space and landscaped open space. The proposal provides opportunities for the development of a compact built form by consolidating two existing lots.

Staff do not object to this site specific amendment, as the proposed development provides sufficient space for a private driveway and rear yard amenity space.

5.2 Building Setbacks and Visitor Parking

The Site is intended to be developed as freehold townhouses. The Applicant will require minor relief from the minimum interior lot line setback, minimum visitor parking and the cluster development regulations as outlined in **Appendix A** of this report. The requested relief will ensure zoning compliance should the Applicant submit a building permit to construct townhouse foundations prior to any approval of a Consent application to create individual freehold townhouse lots.

Staff do not object to this site specific amendment as the Site is intended as a freehold townhouse development with each lot containing a private driveway accessed from Exmoor Street.

5.3 Lot Coverage

The R8 Zone requires a maximum lot coverage of 45% for townhouse buildings and freehold townhouses. The Applicant is requesting a maximum lot coverage of 50% on the Site. The intent of this regulation is to, in part, provide sufficient space for landscaping, limit the proportion of impervious surfaces and maintain privacy between townhouse units.

Staff do not object to this site specific amendment as the proposed development provides sufficient space for a rear yard amenity area and a private driveway in the front yard.

5.5 Porch Projection into Front Yard

The architectural projection regulations for low rise residential areas require that architectural features shall not project more than 0.6 metres into the applicable building setback in the zone. The Applicant is requesting zoning relief to permit an enclosed porch to encroach a maximum 0.7 metre into the required front yard setback. The townhouse development proposes a covered front porch at the entrance of each dwelling unit.

Staff do not object to this site specific amendment, as the requested relief is considered minor in nature. The covered porches are unenclosed and will enhance the streetscape by creating an architectural feature on the front building façades.

5.6 Landscaped Open Space

The R8 Zone requires a minimum landscaped open space of 30%. Based on the Applicant's submitted plans, Staff have identified a minimum landscaped open between 28.4% and 59% for the freehold townhouses lots. Lots 2-4, and Lots 7-10 do not meet the minimum landscaped open space requirement.

Staff recommend a minimum landscaped open space of 27% to facilitate the proposed development. Staff do not object to this amendment as the proposed development provides 39.6% of landscaped open space across the entire Site.

5.7 Retaining Wall

Regulation 3.A.7.4 of Zoning By-law 2018-050 states that any retaining wall greater than 0.6 metres above grade and is attached to or forms part of the building, shall be deemed part of the building.

The proposed development contains a retaining wall in the front yard, as shown in **Figure 2**. The retaining wall is proposed to tie into the concrete landing at the front entrance of the townhouse unit.

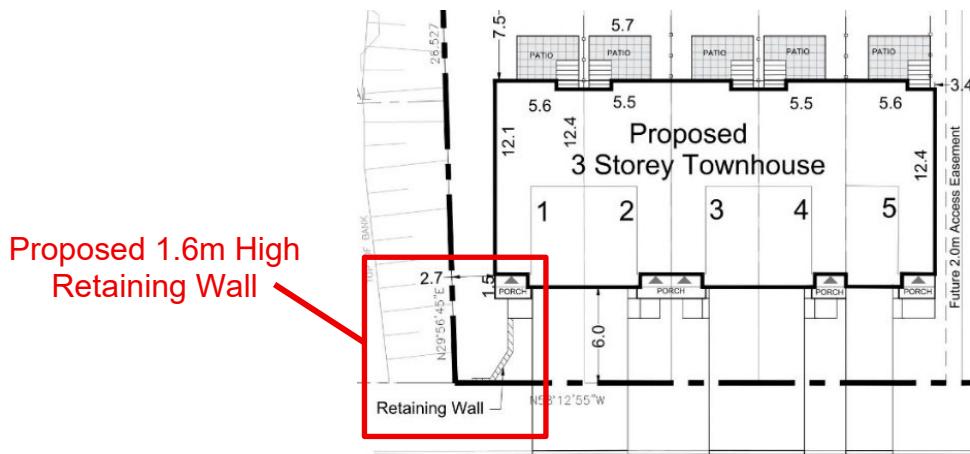


Figure 2: Proposed Retaining Wall

The retaining wall is proposed to accommodate the 1.5-metre grade change from the adjacent properties (527 and 529 Exmoor Street) and convey stormwater drainage into the municipal storm sewer on Exmoor Street.

The existing topography of the Site is generally flat with an embankment that rises 1.5 metres up from the rear yards of 527 and 529 Exmoor Street. The site grades are intended to be raised to match the proposed townhouse driveways with the road curb along Exmoor Street.

Staff do not object to this site specific amendment, as the rear yards of 527 and 529 Exmoor Street will not be negatively affected by the proposed site grading. The retaining wall is also intended to minimize grade disturbances on the adjacent properties.

5.8 Lot Servicing

Each townhouse unit will be serviced with water and sanitary connections that are intended to tie into the existing municipal infrastructure on Exmoor Street. Development Engineering staff are satisfied with the Applicant's Functional Servicing Report and Stormwater Management Report prepared by WalterFedy dated April 7, 2025

The proposed development will direct stormwater runoff from the townhouse rooftops and downspouts into new infiltration galleries (i.e. soak-away pits) located in the rear yard of each townhouse lot. Each townhouse unit will be designed with oversized infiltration galleries to account for downspout connections and decreased performance over time.

Stormwater runoff from other areas of the Site will be directed to new rear yard catch basins and a new private 525mm storm sewer that will ultimately connect to the existing municipal storm sewer on Woolwich Street. Staff note that an easement agreement will be required for the private storm sewer. The easement agreement will be secured as a future condition of any Consent application to ensure repair/maintenance and cost sharing obligations between the future landowners.

5.10 Tree Compensation

The Tree Management Plan prepared by Hill Design Studio dated April 23, 2025, identifies thirteen total trees on the Site. The Applicant proposes to remove five existing trees and preserve one existing sugar maple tree located on the southeasterly portion of the Site.

The City's standard tree compensation rate is a 2:1 ratio that requires landowners to plant two replacement trees for every tree removed on site. If replacement trees cannot be planted on site, the City typically requires a cash-in-lieu payment based on the tree canopy size.

While the removal of 5 existing trees would require 10 new trees to be planted on Site, the Applicant proposes to plant eight (8) new private trees and preserve one existing sugar maple tree located near the intersection of Exmoor Street and Woolwich Street, shown in **Appendix F**.

Based on information submitted by the Applicant, the balance of the trees are unable to be retained due to grading work necessary to facilitate the proposed development.

Staff are satisfied with the Applicant's justification and are supportive of the proposed tree management plan to facilitate the proposed development.

5.11 Site Plan Control

The City's Site Plan Control By-law 2013-124 regulates site layout and design to ensure new developments are safe, functional and meet City design objectives and technical requirements. Section 41(1.2) of the Planning Act exempts Site Plan Control for residential developments containing 10 or fewer residential units on a single parcel of land.

A strict interpretation of the Planning Act would require the Applicant to submit a Site Plan application as eleven (11) townhouse units are proposed on the Site. Staff understand the Applicant intends to submit a Consent application to create two separate blocks followed by a subsequent Consent application to create individual freehold townhouse lots.

Staff are of the opinion that the Consent application process is an appropriate mechanism to impose conditions related to road reserves, easements and development agreements that would typically be secured by the City through the Site Plan process.

SECTION 6 – CONCLUSION

Based on staff's review of this application, staff support Zoning By-law Amendment Z-24-17 as set out in Section 7 of IPPW2025-051, for the reasons including:

- The Application is consistent with the 2024 Provincial Planning Statement.
- The Application conforms to the policies of the Regional Official Plan.
- The Application meets the general intent of the City of Waterloo Official Plan.
- The intent of the Zoning By-law 2018-050 is maintained as the requested site specific amendments are minor in nature.
- The proposed development can be adequately serviced by existing and proposed servicing infrastructure.
- Appropriate access to the units can be provided from Exmoor Street.
- The proposed development represents good planning as the intended built form is compatible with the surrounding land uses and provides additional housing options within the neighbourhood.

SECTION 7 – RECOMMENDATION

1. That Council approve staff report IPPW2025-051.
2. That Council approve Zoning By-law Amendment Z-24-17, 1000686403 Ontario Ltd., 137 and 141 Woolwich Street, as follows:

- a. That Zoning By-law 2018-050 is hereby amended by changing the zoning category as shown on Schedule 'A' of Zoning By-law 2018-050, for the lands shown on Map 1 attached hereto as "137-141 Woolwich Street", from "Residential Two (R2)" to "Residential Eight (R8)".
- b. That Zoning By-law No. 2018-050 is hereby amended by adding Site Specific Exemption 'C285' to Schedule 'C' of Zoning By-law 2018-050 as set forth in Appendix 'A' attached to IPPW2025-051.
- c. That Zoning By-law No. 2018-050 is hereby amended by adding Site Specific Exemption 'C285' to Schedule 'C1' of Zoning By-law 2018-050, for the lands shown on Map 1 attached hereto as "137-141 Woolwich Street".

Submitted by:

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

Map 1 – Location Map



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Lands to be rezoned from Residential

■ Two (R2) to Residential Eight (R8)
with site specific provisions in C285



Scale N.T.S.
Drawn by: IPPW
City of Waterloo
Date: August 18, 2025

LOCATION MAP

Appendix A – Site Specific By-law C285

Exception	Address	Zoning	File Reference
C285	137 & 141 Woolwich Street	R8	Z-24-17

Location: 137 & 141 Woolwich Street, as shown on Schedule 'C1' to this BY-LAW.

Site Specific Regulations:

- a) Notwithstanding anything to the contrary, the following site specific regulations shall apply for a FREEHOLD TOWNHOUSE:
 - i. LOT AREA (minimum): 145 square metres
 - ii. SIDE YARD setback (minimum): 1.7 metres and 2.7 metres from the northwesterly lot line.
 - iii. LOT COVERAGE (maximum): 50%
 - iv. LANDSCAPED OPEN SPACE (minimum): 27%
 - v. A one (1) STOREY unenclosed PORCH may encroach into the FRONT YARD by a maximum zero-point-seven metres (0.7 m).
- b) Notwithstanding anything to the contrary, the following site specific regulations shall apply for a TOWNHOUSE:
 - i. INTERIOR LOT LINE setback (minimum): 2.7 metres from the northwesterly lot line and 3.4 metres between any townhouse buildings on the "Subject Property", as shown on Image 1.
 - ii. REAR YARD setback (minimum): 7.5 metres from the northerly lot line as shown on Image 1.
 - iii. VISITOR PARKING (minimum): 0 spaces per DWELLING UNIT
 - iv. Regulations 3.C.10 shall not apply.
- c) Notwithstanding anything to the contrary, a retaining wall greater than zero-point-six metres (0.6 m) above GRADE shall not be deemed part of the BUILDING or STRUCTURE.

Image 1 – Subject Property



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Scale N.T.S.
Drawn by: IPPW
City of Waterloo
Date: August 13, 2025

Appendix B – Informal Public Meeting Minutes

Informal Public Meeting

a) Title: **Zoning By-law Amendment Z-24-17,
Opulence Homes, 137 & 141 Woolwich Street**
Prepared by: Aminu Bello
Ward No.: Ward No. 5 – Southeast

Aminu Bello gave a presentation outlining the proposed development, including an overview of the current subject property and the requested zoning by-law amendments. He then responded to questions of Council. Bob Henderson also responded to questions of Council.

Michael Witmer, Senior Planner, GSP Group Inc. gave a presentation further detailing the proposed development and zoning by-law amendments, including some resident comments. He then responded to questions of Council.

Councillor Bodaly left the meeting. (Time: 7:18 p.m.)

Councillor Bodaly joined the meeting. (Time: 7:20 p.m.)

Kerry Church, Resident of Waterloo spoke about the petition signed by her neighbours against this development, as well as the community in the area.

Saba Mirzaagha, Resident of Waterloo spoke about the development community and how development decisions get made.

Jalud Abdulmenan, Resident of Waterloo spoke about the zoning in the neighbourhood and how that impacted their decision to buy a home there, as well as road safety. Aminu Bello responded to questions of Council.

Naz Rahim, Resident of Waterloo spoke about the community in the neighbourhood, and the lack of integration from the development.

Sunny Lubana, Owner spoke about the desire to keep trees on the site, as well as to develop relationships with the community.

Allison Henshall, Resident of Waterloo spoke about her concerns with the proposal, including the traffic issues, noise, garbage collection and the wildlife in the area.

18 **Integrated Planning & Public Works**

Roger Joudrie, Resident of Waterloo spoke about infrastructure concerns in the area, as well as concerns for his children that currently live at the property. Aminu Bello responded to questions of Council.

Kimberly Cyr, Resident of Waterloo shared some concerns about the grading at the new development and its relation to her property. She also spoke about the snow banks, parking, and the utilities. She then responded to questions of Council. Aminu Bello 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.

Councillor Freeman left the Chair. (Time: 8:07 p.m.)

Mayor McCabe in the Chair. (Time: 8:07 p.m.)

Having previously declared a conflict of interest, Councillor Freeman left the meeting. (Time: 8:07 p.m.)

Councillor Vasic left the meeting. (Time: 8:08 p.m.)

Appendix C – Public, Agency and Staff Comments

PUBLIC COMMENTS

Public comments were received by eight individuals, who expressed concerns on the following matters:

- road traffic considerations and on-street parking
- neighbourhood character
- tree preservation
- site grading
- curbside waste collection

STAFF AND AGENCY COMMENTS

No comments or concerns received from:

- City of Waterloo, Building Standards
- City of Waterloo, Landscape and Public Realm, Engineering Services
- City of Waterloo, Fire Rescue – Fire Prevention Division
- Waterloo Region District School Board (WRDSB)
- Enova Power
- Enbridge Gas
- Canada Post

City of Waterloo, Development Engineering Services

- Development Engineering staff have reviewed the submitted Functional Servicing Report prepared by Walter Fedy dated April 7, 2025, and do not have any significant concerns with Z-24-17.

City of Waterloo, Transportation Services

- A road widening is not required for this site. A road widening has been previously dedicated on the east side of Woolwich Street within the City of Kitchener.
- As per the City's Sidewalk Policy (Policy No. PW-002), a sidewalk is not required on Exmoor Street since the Annual Average Daily Traffic (AADT) is less than 1,000 vehicles and an existing sidewalk exists on the west side of the street.
- The Transportation Master Plan does not plan for further extension of sidewalks on Exmoor Street.

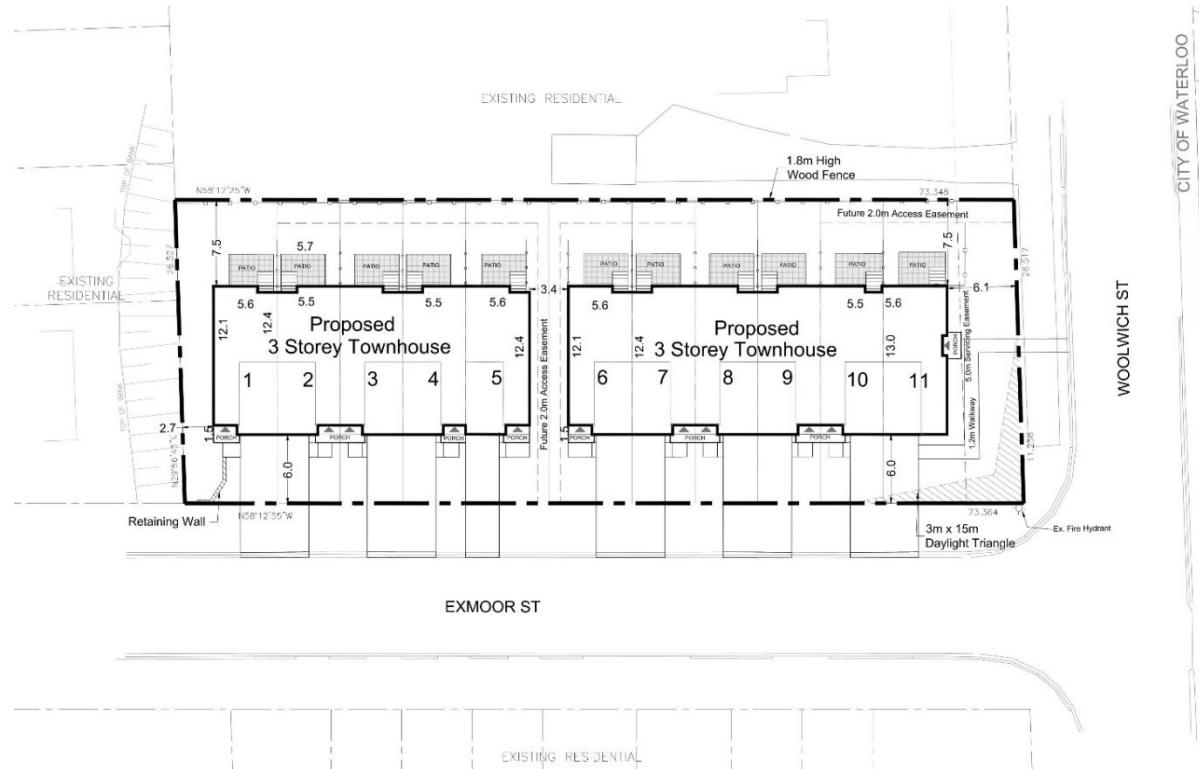
Region of Waterloo

- Regional staff are satisfied the proposal conforms to the ROP.
- Staff are satisfied that stormwater management requirements are addressed in the Functional Servicing Report prepared by Walter Fedy dated April 7, 2025.
- All infiltration galleries shall be oversized by at least 15% to account for downspout connections and decreased performance over time.

Six Nations of the Grand River Elected Council (SNGREC)

- **Minimum Landscaped Open Space:** SNGREC requests that the minimum permitted landscape area is not reduced. This would limit the impermeable surfaces on the property, both improving stormwater functions and reduce heat.
- **Landscape Plant List:** only native species are used in landscaping and prefers that cultivars are not used. So far the only native non-cultivars are: Sugar Maple, Red Oak, and Basswood. Cultivars and non-native plants are often less ecologically productive and can also be problematic by outcompeting native plants and reducing biodiversity.
- **Tree Replacement:** 10:1 tree replacement ratio for all trees removed regardless of DBH and 1:1 for any dead trees/snags removed as these are an important habitat feature.
 - Planted trees must be site-specific native species and should be planted as close to the site as possible without impacting existing features and ecosystems.
 - As full tree offset is likely not feasible onsite, SNGREC expects offset plantings to take place as close as reasonably possible to the impacted site.
- The proponent should design the buildings using bird friendly practices. This includes minimizing reflective surfaces, creating visual markers on windows, and directing light downwards.
- Due to the site's proximity to the Grand River, SNGREC request that an archaeological assessment is conducted as part of any proposed development.

Appendix C – Conceptual Site Plan & Building Elevations



Appendix D – Landscape Plan

