



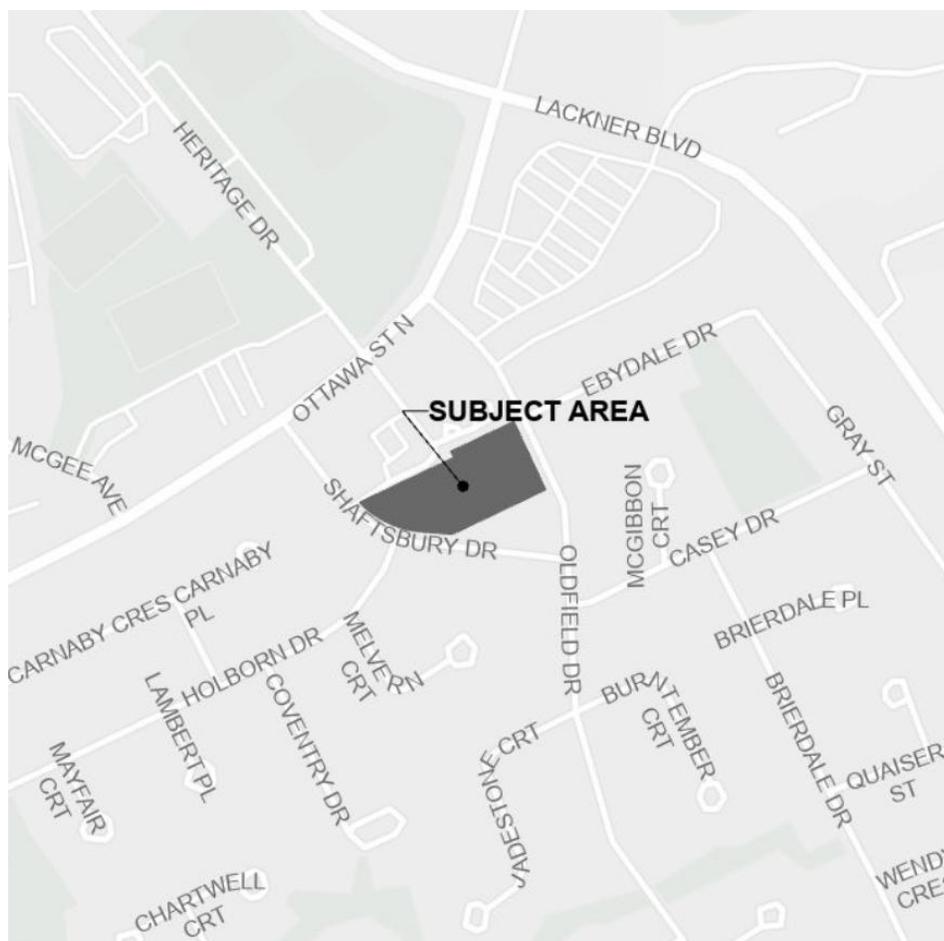
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January 6, 2026

Dear City/Agency Commenting Staff:

Application #: OPA26/001/S/EW & ZBA26/001/S/EW
Address: 32 Shaftsbury Drive
Owner: Hope Lutheran Church
Ward: 2

The City of Kitchener has received an application for an Official Plan and Zoning By-law Amendments from applicant MHBC on behalf of their client, Cook Homes Waterloo Limited, for 32 Shaftsbury Drive. The subject site is currently developed with a church and surface parking lot.



The applicant is proposing to redevelop the property to construct a 6-storey multiple dwelling building, with 82 dwelling units and a townhouse block with 6 units. 113 vehicle parking spaces are proposed. To facilitate this development, the applicant has requested to amend the Official Plan to change the land use designation to 'Medium Density Residential' with a site-specific policy to permit the proposed street-facing townhouse development. The requested Zoning By-law Amendment requests the following permissions: to establish street-facing townhouse dwellings as a permitted use in the RES-6 zone, to permit a minimum rear yard setback of 6.0 metres for the street-facing townhouse dwellings, and to permit a minimum lot width of 22.0 metres for the residential apartment building.

The following reports and studies have been provided in support of the application, and digital copies will be forwarded to commenting departments and agencies as requested through the pre-submission consultation process.

- Completed and signed application form
- Concept Plan, prepared by MHBC
- Planning Justification Report, prepared by MHBC
- Functional Servicing Report, prepared by WalterFedy
- Traffic Impact Study, prepared by Salvini Consulting
- Noise Impact Study, prepared by JJ Acoustic Engineering
- Urban Design Brief, prepared by MHBC
- Sustainability Statement, prepared by MHBC

Before staff prepares a report on the requested Zoning By-law Amendment, an opportunity is being provided to City Departments and other Agencies to make comment. Written comments received prior to **February 4, 2026**, will be considered in the staff report.

NOTE: If you have no concerns or comments with respect to this application, please indicate this in an email to my attention (evan.wittmann@kitchener.ca).

If a person or public body would otherwise have an ability to appeal the decision of the City of Kitchener to the local Ontario Land Tribunal, but the person or public body does not make oral submissions at a public meeting or make written submission to the City of Kitchener prior to approval/refusal of the proposed Zoning By-law Amendment or Official Plan Amendment, the person or public body may not be entitled to appeal the decision.

If you wish to be notified of the decision of the City of Kitchener with respect to applications, you must make a written request to City Clerk, Department of Corporate Services, 200 King Street West, P.O. Box 1118, Kitchener, Ontario, N2G 4G7.

If you have any questions or require clarification, please feel free to contact me at 519-783-8523

Yours truly,



Evan Wittmann, MCIP, RPP
Senior Planner