



May 28, 2026

Natalie Hardacre, Manager of Development Planning
Integrated Planning and Public Works
City of Waterloo
100 Regina Street South, City of Waterloo
PO BOX 337 STN Waterloo, Ontario
N2J 4A8

Dear Natalie:

**RE: Zoning By-law Amendment
 153 Union Street East
 OUR FILE 16304A**

On behalf of our client, Southside Construction Management Limited, we are pleased to submit an application for a Zoning By-law Amendment to the City, for lands municipally addressed as 153 Union Street East (subject lands).

The proposal is to redevelop the subject lands with two (2) apartment buildings, 11 and 12 storeys, with ground floor commercial located in the building closest to Union Street. The design includes access from Union Street via a new driveway and a second access from Roger Street. The proposed includes a shared parking structure, the majority of which is below grade. Surface parking is proposed on top of the structure, with the balance of the site comprised of pedestrian pathways, driveways and landscaping. Due to the grade difference between Union Street and the developable portion of the lands, and to accommodate the driveway entrance into the site, the building is set back from the Union Street sidewalk. In total, the development includes 244 units with 356 bedrooms, with a mix of one and two-bedroom units.

The proposed mixed-use development is permitted in the Official Plan – the lands are designated Mixed-Use Community Commercial. The Zoning By-law Amendment proposed to rezoned the lands from Mixed-Use Neighbourhood Commercial to Mixed-Use Community Commercial with site specific provisions related to setbacks, in recognition of the irregular shape of the lot, which becomes narrower closer to Union Street. No increase in height or density is proposed. As the lands are located within a Protected Major Transit Station Area, there is no minimum requirement for vehicular parking. Notwithstanding this, and to ensure the planned units are appealing to a wide range of households, 324 parking spaces are proposed.

In accordance with requirements identified by City staff through pre-consultation, the following submission documents are included:

- Permission to enter form
- Owner authorization form
- Notice of Source Protection Plan compliance
- Existing Conditions Plan
- Building Perspectives
- Site Plan and Floor Plans

- Functional Servicing and Preliminary Stormwater Management Report (including Salt Management Plan)
- Planning Justification Report
- Energy Study
- Transportation Impact Study
- Stationary Noise and Vibration Study
- Land Use Compatibility Study

The application fee will be provided separately. The materials have been filed through the City's online application portal. We look forward to working with City staff to advance this key new project along the Union Street corridor and adjacent to the Spurline Trail.

Regards,

A handwritten signature in black ink, reading "Trevor Hawkins". The signature is fluid and cursive, with the first name "Trevor" and last name "Hawkins" clearly distinguishable.

Trevor Hawkins, M.PL, MCIP, RPP
Partner

We trust that you find the enclosed satisfactory to deem the application complete. We look forward to working with the City to advance the application to Draft Approval.

Yours truly,

MHBC

A handwritten signature in cursive script, reading "Trevor Hawkins".

Trevor Hawkins, M.PL, MCIP, RPP
Partner

cc. 1000646156 Ontario Ltd.