Ms. Amanda Wyszynski, BATech, MES (PI), MCIP, RPP
Senior Development Planner & Site Plan Committee Chair
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Date: November 18, 2025
Our Ref: 30258537 & 30260761
Subject: Draft Plans of Subdivision and Zoning By-law Amendment Applications
500 & 515 Erbsville Road, Waterloo
2844319 Ontario Inc. and 10000507877 Ontario Inc.

Dear Ms. Wyszynski,

On behalf of our clients, please accept this letter and the materials noted below as the complete Draft Plan of Subdivision and Zoning By-law Amendment applications for the lands municipally known as 515 Erbsville Road ("Subdivision A"), owned by 2844319 Ontario Inc., and the complete Draft Plan of Subdivision application for 500 Erbsville Road ("Subdivision B"), owned by 10000507877 Ontario Inc., consistent with the requirements identified in the Record of Pre-Submission Consultation from the Region of Waterloo and dated December 19, 2024.

The applications for the Subject Lands are being submitted jointly consistent with direction from the City of Waterloo as the proposed developments are interrelated with "Subdivision A" relying on the infrastructure proposed within "Subdivision B".

The following materials have been provided to you through a secure OneDrive link with reports confirmed as AODA Compliant by the preparing author(s)/consultant. Please note that separate reports/forms/plans are provided for each Subdivision when pluralized, that one joint report for both Subdivisions is provided when a report/form/plan is singular, and that one report/plan/study for either Subdivision A (*) or Subdivision B (**) is provided as denoted by a single or double asterisk respectively:

- Draft Plan of Subdivision Application Forms,
- Permission to Enter and Owner Authorization Letter,
- Notices of Source Water Protection (Section 59),
- Draft Plans of Subdivision,
- Draft Plan of Subdivision, Conceptual Layout, *
- Conceptual Building Elevations, Floor Plans, and Rendering (multi-unit residential buildings), *
- Planning Justification Report, including Public Consultation Strategy,
- Urban Design Brief, *
- Energy Study, *
- Functional Servicing Report, including the Geotechnical Report and Civil Drawing Set as follows:
  - Existing Conditions and Removals Plans,
  - Preliminary Servicing Plans,
  - Conceptual Road Profiles, *
  - Preliminary Grading Plans,

  - Conceptual Stormwater Management Facility, **
  - Preliminary Cut/Fill ISOPAC,
- Preliminary Stormwater Management Report,
- Geotechnical Reports,
- Hydrogeological Report,
- Archaeological Assessment and Ministry Acknowledgement Letter, *
- Noise Study,
- Transportation Impact Assessment, *
- Arborist Report, including Tree Management Plan, Ecological Enhancement Plan, Invasive Removal & Sedge Transplant Plan *, Invasive Removal Plan **, and Stormwater Management Pond Planting Plan, **
- Environmental Impact Studies,
- Monitoring Reports (2-year pre-development),
- Record of Pre-Submission Consultation, and
- Release of Conservation Easement **

The following fees have also been included with this application payable to the City of Waterloo:

- Subdivision A – one cheque for the total amount of $80,077.38 representing the:
  - Draft Plan of Subdivision fee of $53,895.00,
  - Zoning By-law Amendment (Minor) fee of $15,390.00,
  - Sign Fee Deposit of $1,232.40 ($410.80 / sign x 3),
  - Sign Fee of $515.46 ($171.82 / sign x3),
  - Public Notice Advertisement Fee of $2,547.02, and
  - Noise Study Peer Review Fee of $6,497.50
- Subdivision B – one cheque for the total amount of $54,477.62 representing the:
  - Draft Plan of Subdivision fee $53,895.00,
  - Sign Fee Deposit of $410.80, and
  - Sign Fee of $171.82

Cheques payable to the Region of Waterloo have been sent directly to the Region and to the attention of Amanda Kutler as follows:

- Subdivision A – one cheque for the total amount of $12,352.50 representing the:
  - Draft Plan of Subdivision of $8,852.50 ($6,525.00 + $500/ha x 4.655ha),
  - Zoning By-law Amendment fee of $3,000.00, and
  - Noise Study Review Fee of $500.00
- Subdivision B – one cheque for the Draft Plan of Subdivision fee of $8,354.00 ($6,525.00 + $500/ha x 3.658ha)

We understand that the GRCA will provide an invoice upon receipt of the complete application circulated by the City to confirm applicable fees and timing of required payments.

The Zoning By-law Amendment Application Form was completed through the City's online application form.

Ms. Amanda Wyszynski
City of Waterloo
November 18, 2025

Summary of Development Proposal

Subdivision A would extend and connect Wild Ginger Avenue, White Birch Avenue, and Royal Fern Street, providing for approximately 79 residential units including 56 units in multi-residential buildings (the "upper subdivision") along with an additional 96 units in multi-residential buildings with access from Erbsville Road (the "lower subdivision").

Subdivision B would provide for a stormwater management facility to support Subdivision A with public access to Old Oak Trail at the rear of the property as well as a shared access block between the stormwater management facility block and the remaining lands containing an existing house and driveway that will remain outside the Draft Plan.

Based on consultation with City staff, a Zoning By-law Amendment is required to facilitate Subdivision A and to provide for a limited number of site-specific regulations based on the current concept plan. No Zoning By-law Amendment is required to facilitate Subdivision B.

Please see **Table 1** and **Table 2** for the Draft Plan of Subdivision schedules and **Table 3** for the Zoning By-law Amendment.

***Table 1**: Subdivision A Schedule*

Blocks	Description	Area (ha)	Units	Units/ha
Block 1	Residential	0.076	± 2	± 26
Block 2	Residential	0.079	± 2	± 26
Block 3	Residential	0.469	± 12	± 26
Block 4	Residential	0.295	± 7	± 24
Block 5	Multiple Residential	0.854	± 56	± 66
Block 6	Multiple Residential	1.891 1.108 ha developable area	± 96	± 87 (based on developable area)
Block 7	Open Space (Park)	0.240		
Block 8	Open Space (Natural Heritage)	0.003		
Block 9	Open Space (Trail)	0.091		
Block 10-12	Future Lots (Complete 58M-274)	0.154		
	Rights-of-Way	0.503		
TOTAL		4.655	± 175	± 37.6

***Table 2**: Subdivision B Schedule*

Blocks	Description	Area (ha)
Block 1	Stormwater Management	0.938
Block 2	Additional Lands (Existing Residential)	2.646
Block 3	Access Easement	0.074
TOTAL		3.658

***Table 3**: Proposed Zoning By-law Amendment, Subdivision A*

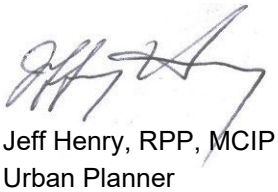
Blocks	Existing	Proposed Zoning Amendment	Rationale
1-4, 10-12	FD	R5	Residential uses proposed consistent with existing subdivisions to the north/south.
5	FD	R9 with site-specific provisions: • Permit MULTI-UNIT RESIDENTIAL BUILDING and apply regulations for APARTMENT BUILDING in R9 to MULTI-UNIT RESIDENTIAL BUILDING • 6.0 m REAR YARD setback (to BLK 7) • 6.0 m LOW RISE RESIDENTIAL LOT LINE setback (to BLK 4)	Multiple Residential uses proposed of identical form to those approved via site-specific exception C242. Rear yard setback reduction is to park block, providing passive surveillance and allowing sufficient space for emergency vehicle turnaround and parking. Low rise residential lot line setback is limited to the northeast corner due to triangular block configuration.
6	FD	R9 with site-specific provision: • Permit MULTI-UNIT RESIDENTIAL BUILDING and apply regulations for APARTMENT BUILDING in R9 to MULTI-UNIT RESIDENTIAL BUILDING	Multiple Residential uses proposed of identical form to those approved via site-specific exception C242.
7, 9	FD	OS1	Park and Trail blocks proposed
8	FD	OS3	Conservation Lands as identified in EIS.

Ms. Amanda Wyszynski
City of Waterloo
November 18, 2025

Conclusion

We trust the materials provided in this submission satisfy the complete application requirements and request that you circulate the application to applicable departments and agencies. Should you require anything further, please do not hesitate to contact the undersigned.

Sincerely,
Arcadis Professional Services (Canada) Inc.



Jeff Henry, RPP, MCIP
Urban Planner

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CC. Peter Armbruster, 2844319 Ontario Inc. & 10000507877 Ontario Inc.