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**TO: MAYOR J. LEHMAN AND MEMBERS OF COUNCIL**

**PREPARED BY: ANDREW GAMEIRO, B.E.S., PLANNER**

**FROM: A. BOURRIE, RPP, DIRECTOR OF PLANNING AND BUILDING SERVICES**

**NOTED: J. THOMPSON  
ACTING GENERAL MANAGER OF INFRASTRUCTURE AND GROWTH MANAGEMENT  
M. PROWSE, CHIEF ADMINISTRATIVE OFFICER**

**RE: OVERVIEW OF THE CITY OF BARRIE TREE PRESERVATION POLICY**

**DATE: OCTOBER 30, 2017**

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The purpose of this Memorandum is to provide members of Council with an overview of the City of Barrie's Tree Preservation Policy and Process. On October 16, 2017, a Statutory Public Meeting was held to consider the following zoning by-law amendment and draft plan of subdivision applications in Phase One (1) of the Hewitt's Secondary Plan Area:

- D14-1628 & D12-431 – 515 Mapleview Drive East;
- D14-1632 & D12-432 – 565, 573 & 577 Mapleview Drive East; and,
- D14-1633 & D12-433 – 680 Lockhart Road.

At the Public Meeting, General Committee asked City Planning staff to provide a memorandum outlining the City's Tree Preservation Policy and Process.

The City of Barrie requires the preservation and incorporation of existing trees into new development proposals wherever practical and feasible. All trees in development areas that are part of an ecological woodlot (0.2 hectares or greater irrespective of property boundaries) are protected under the provisions of the Private Tree By-law 2014-115. Individual trees on private property may also be protected under a Subdivision Agreement, Site Plan Agreement or Condition of a Consent/Severance application.

There are three stages of Tree Preservation and/or Removal for development applications in the City of Barrie which include:

Stage 1: Pre-Submission – Tree Inventory, Assessment and Preservation Plan

A qualified professional (i.e. landscape architect) shall be retained by the owner/applicant to complete an inventory and assessment of the vegetation on site to ensure that trees are appropriately addressed. In doing so, a table/chart of all inventoried trees shall be provided identifying the species, health/condition, location (includes trees on and bordering the site) and potential for preservation. The Tree Inventory, Assessment and Preservation Plan is then submitted for review by staff in the City's Parks Planning Division of the Engineering Services Department.

Stage 2: Development Application – Submission, Review and Approval

All development applications are required to address tree removals and/or preservation. In doing so, applicants are required to submit a Tree Inventory, Assessment and Preservation Plan in support of their development application. The Tree Inventory, Assessment and Preservation Plan is reviewed by Parks Planning staff to ensure that the application adheres to the City's Tree Protection Standards. If the plan adheres to the City's Tree Protection Standards, it is approved by Parks Planning staff. Limits of tree removals and/or preservation must be included on the development plans and grading/site alteration plans. If the site is located within a regulated woodlot and tree removals are required, a Tree Removal Permit must be issued in conjunction with a Site Alteration permit prior to any tree cutting. If the site is not located within a woodlot, the applicant may proceed to the implementation of the tree preservation and removals measures outlined in the Tree Inventory, Assessment and Preservation Plan.

Stage 3: Implementation/Administration – Tree Preservation Measures and Tree Removals

Once the Tree Inventory, Assessment and Preservation Plan is approved and/or a Tree Removal permit is issued, the owner is responsible to ensure all tree protection measures are implemented on site prior to tree removals and site alteration commencing. The applicant shall post a Notice of Tree Removals a minimum of seven (7) days prior to any tree removals commencing on site. The applicant must then have the limits of tree preservation surveyed and install tree preservation fencing. Tree preservation fencing must be certified by the applicant's landscape architect and inspected and approved by Parks Planning staff. Tree removals commence under supervision of the applicant's landscape architect who is responsible for providing Parks Planning staff with bi-monthly and end-of-construction inspection reports. Parks Planning staff also complete periodic inspections, as well as a final inspection prior to the removal of Tree Protection Fencing and provide written clearance for the applicant's landscape architect to remove protective fencing.

If you have any questions or require a copy of the City's Private Tree By-law and the Tree Protection Manual, please contact Andrew Gameiro in Planning and Building Services at 705-739-4220 extension 5038 or [Andrew.Gameiro@barrie.ca](mailto:Andrew.Gameiro@barrie.ca).