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To: Mayor and Members of Council

From: Enrico Scalera, Director
Roads, Parks and Forestry Department

cc: Tim Commisso, City Manager
Scott Hamilton, Director of Engineering Services
Allan Magi, Executive Director, EICS
Mark Simeoni, Director of Community Planning

Date: May 11, 2022

Re: Supplemental Information Related the Official Plan Amendment, Zoning
By-law Amendment and Draft Plan of Subdivision at 2294 and 2300
Queensway Drive (PL-31-22)

The purpose of this memo is to respond to the following staff direction received on May 3, 2022 at the Community Planning, Regulation and Mobility Committee Meeting:

Direct the Director of Roads, Parks & Forestry to identify concerns and considerations regarding trees on the property including outstanding requirements from the applicant, and report back at the May 17, 2022, Council meeting. (SD-15-22)

The subject application has been reviewed by staff with respect to the draft plan of subdivision application and related documents, which were submitted in November of 2021 and February 2022. Staff comments related to the private and public trees on the property based on their submission documents are noted in the attached memo from the Engineering Services Department dated March 24, 2022. These comments, with noted outstanding requirements were forwarded to the applicant on March 30, 2022.

In accordance with the City of Burlington's Public Tree By-law 68-2013, Section 1.19 states, "The City Arborist shall not issue a Tree Permit for Trees located on Public Property immediately abutting Private Property for which a development application has been submitted, until such time as the development application has been approved and Council has also approved the removal of these trees". The by-law also states in Section 1.20, "Notwithstanding anything set out in this by-law, Council may, by resolution, direct that any Tree or Trees be protected, removed, relocated or trimmed."

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Further to the above, staff typically would wait to resolve any outstanding submission requirements prior to requesting Council approval to remove public trees associated with a development. If Council wishes to accelerate this approval process, they have the discretion to delegate their authority to grant removal of the public trees associated with this development to the Director of Roads, Parks and Forestry, subject to the satisfactory resolution of any outstanding conditions.

Yours truly,

Enrico Scalera
Director of Roads, Parks and Forestry

Enclosure: Urban Forestry and Landscaping review report for 2294 & 2300 Queensway Dr.