

# Development application guidelines

## Tree vegetation study and tree protection plan

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| <b>What is the purpose of this?</b> | A <b>tree vegetation study and tree protection plan</b> are technical reports and plans that present detailed information on tree vegetation that is relevant to the development proposal.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Who should prepare this?</b>     | The studies must be completed by a Qualified Tree Consultant (Arborist) who is either: <ul style="list-style-type: none"><li>▪ a full member of the Ontario Professional Foresters Association (OPFA)</li><li>▪ a full member of the American Society of Consulting Arborists (ASCA)</li><li>▪ a full member of the International Society of Arboriculture (ISA)</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>When is this required?</b>       | A <b>tree vegetation study and tree protection plan</b> may be required as part of the following applications: <ul style="list-style-type: none"><li>▪ Official Plan Amendment</li><li>▪ Zoning By-law Amendment</li><li>▪ Draft Plan of Subdivision or Condominium</li><li>▪ Site Plan Control</li><li>▪ Site Alteration Permit</li><li>▪ Consent Applications</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Why do we need this?</b>         | A <b>tree vegetation study and tree protection plan</b> are required to: <ul style="list-style-type: none"><li>▪ Demonstrate conformity to any applicable by-laws or Official Plan policies; and,</li><li>▪ Provide staff with a basis on which to assess the proposed application with regard to 1) tree preservation/protection issues and 2) the overall contribution to the urban forest canopy cover</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>How should this be prepared?</b> | A <b>tree vegetation study</b> should contain: <ul style="list-style-type: none"><li>▪ a brief overview of the study area and proposed development</li><li>▪ the purpose of the study</li><li>▪ site location, project name, address, applicant and owner's contact information, consultants contact information and signature with appropriate stamp, and application number (ex. site plan no.), and reference to the Tree Protection Plan:</li><li>▪ the assignment of the professional and his/her obligation throughout the entire project period</li><li>▪ a description of the site vegetation and their condition at the time of inspection</li><li>▪ a photo log of the site showing site conditions</li><li>▪ a tree inventory (and other vegetation species as required on a case by case basis) identifying all existing trees, their species, size and condition, and those trees proposed to be removed or retained;</li><li>▪ a discussion of the rationale for proposed tree removal and retention</li><li>▪ information to address tree protection measures for all retained tree(s)</li><li>▪ a detailed tree protection methodology section to address those particular conditions where the proposed development will impact on the health and structural integrity of the tree(s)</li><li>▪ recommendations and methods for the containment and removal of any invasive</li></ul> |

- species found
- identification of any potential and imminent hazard tree(s)

A **tree protection plan** should contain:

- a **large format plan** visually displaying the information presented in the tree study and other relevant information within the report including tree numbers, tree protection zone limits, diagram of tree protection barrier type, Qualified Tree Consultant's contact information, location of topsoil stockpiles, and the construction storage and staging areas including the construction access route. Information on the plan shall also include the drip lines of vegetated areas as staked by Conservation Halton in conjunction with municipal staff
- The Site Servicing and Grading Plan that may accompany some applications must include the existing and proposed grades

**What else should we know?**

Applicants should be aware of the regional and local tree bylaws, policies, and guidelines listed in this document, which are invaluable to understanding content requirements in any **tree vegetation study report and tree protection plan**.

**What other resources are available?**

Town of Oakville – Private Tree Protection By-law 2008-156 amended as per By-law 2009-025:

<http://www.oakville.ca/townhall/by-laws.html>

Town of Oakville – General policies and by-laws:

<http://www.oakville.ca/residents/trees-protection-removal.html>

Town of Oakville - Draft North Oakville Urban Forest Strategic Management Plan (September 2009):

<http://www.oakville.ca/assets/2011%20planning/nco-noufsmp-09sep.pdf>

Halton Region - Tree By-law 121-05:

<http://www.halton.ca/common/pages/UserFile.aspx?fileId=18412>

<http://www.halton.ca/cms/One.aspx?portalId=8310&pageId=18387>

Conservation Halton - Policies, Procedures and Guidelines for the Administration of Ontario Regulation 162/06 and Land Use Planning Policy Document (April 27, 2006) - Section 5.11 Tree Preservation Plans:

[http://www.hrca.on.ca/uploads/Final\\_Policy\\_Document\\_162-06.pdf](http://www.hrca.on.ca/uploads/Final_Policy_Document_162-06.pdf)

Conservation Halton - Landscaping and Tree Preservation Guidelines (April 2010):

<http://www.conservationhalton.ca/ShowCategory.cfm?subCatID=898>

Toronto and Region Conservation - Invasive Species Plant List:

<http://www.trca.on.ca/dotAsset/36890.pdf>