

BILD Simcoe Chapter Members:

Further to the below, please be advised that City of Barrie staff have provided more detailed information on their level of service and business continuity plans amidst efforts to contain COVID-19. As previously advised, City Hall is closed to the public and some services are being reduced.

There are business continuity plans in place that will allow many Development Services and other supporting departments' staff to continue their work remotely. Specifically, as it relates to services that affect the construction, development and building industry, members can refer to the following updates:

- **PLANNING INQUIRIES**
 - **Planning support services** can be obtained by emailing: planneroftheday@barrie.ca
- **APPLICATION SUBMISSIONS**
 - **APLI (online) applications** for Committee of Adjustment, Pre-consultations, Site Plan, Site Plan exemptions and building permits remain the same
 - Members will need an account to submit: <https://eservices.barrie.ca/apli/>
 - Payments of less than \$5,000 can be made online, for amounts over \$5,000 a cheque can be mailed in to City Hall
- **Official Plan Amendments, Zoning By-law Amendments and Draft Plans of Subdivision**, please call or email Michelle Banfield below, if you plan on making a submission of this nature in the next 14 days. Staff will explore all safe options for the drop off of material.
- **APPLICATION PROCESSING & REVIEW**
 - **Notices of Complete Applications** – application intake and review for completeness continues and notices are issued as appropriate. This is already done electronically so nothing changes.
- **Public Meetings and Neighbourhood meetings** – have been cancelled until further notice and new meetings are not being scheduled at this time.
- **Technical review & comments** – continues and written comments are being shared electronically with applicants through the file manager and include all comments.
- **Technical meetings for Site Plan, Conformity Review & Pre-consultation**
 - while review and comments continue, in person meetings (the ones scheduled on Thursdays) have been suspended until further notice. Staff will schedule conference or video meetings whenever possible
 - written comments will be provided to the applicant for consideration, conference calls can be arranged or video-conferencing can be scheduled after the applicant's review of the written comments
 - postponed / re-scheduled in person meeting dates can be maintained, postponed or cancelled depending on the details / nature of the comments
- **SITE ALTERATION, SUBDIVISION, AND SITE PLAN CONSTRUCTION COORDINATION**
 - Staff continue to accept and process all site alteration and tree removal permit applications by emailing Barb Perreault at barb.perreault@barrie.ca.
- **INSPECTIONS**
 - Development Service Field Coordinators are completing daily site inspection for ongoing projects (while taking all necessary health and safety precautions).

- To setup a site meeting please contact Adam Hawboldt at adam.hawboldt@barrie.ca 705-739-4220 ext 4889.
- ZONING BYLAW ENFORCEMENT
 - Staff will continue to investigate by-law and property standards complaints. Requests can be made by phone at 705-726-4242 or by email at ServiceBarrie@barrie.ca.
 - Any investigations that will require the entering of an occupied building will not proceed, and instead will require the owner or tenant to provide photographs of the concern, with other necessary documentation that can be emailed to: ServiceBarrie@barrie.ca.
- APPLICATION DECISIONS
 - **Council, Planning Committee & Committee of Adjustment meetings have been suspended until further notice** – therefore decisions on these applications have been delayed.
 - Recommendation reports are being prepared and finalized and will proceed to the appropriate decision body when meetings resume.
- **Site Plan approval and Draft Plan of Subdivision approval** are delegated to the Director of Development Services and therefore can proceed, when all technical work is complete.
- MEETINGS - At the moment City staff are not available for in person meetings, but phone calls, conference calls, video meetings are all being used and staff can make arrangements to “meet” with you.
- NEW OFFICIAL PLAN - Work continues on the new Official Plan and we are exploring ways to continue to keep everyone involved in the process.

The City of Barrie’s COVID-19 updates are posted [here](#).

As always members can reach out the file manager on your project. The Development Services Department has expressed a commitment to assist the industry and community during this time. The above is subject to change given the continuously evolving COVID-19 situation, and City staff as well as BILD will provide timely updates as new information comes forward.

If you have questions, contact:

Michelle Banfield, RPP

Director of Development Services

Office: 705-739-4220 x5466 | Fax: 705-739-4270