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Date: March 7, 2019
To: Greenhouse Policy Review Committee
From: Robert Brown, H. Ba, MCIP, RPP
Manager, Planning Services
Re: Timeframe/Project Plan – Meeting I March 18, 2019

Aim

To provide the GPR Committee with the anticipated timeframe for the review and outline the specific actions to complete through the project.

Background

In earlier 2019 Council received a report addressing a notice of motion on possible restriction of new greenhouse development west of Division Road North. The report recommended to Council that the establishment of an ad hoc committee with a broad array of membership should be established to review the existing greenhouse policies with the goal of providing input to update and establish a more comprehensive set of regulations. These new regulations would then be more reflective of the existing nature of the greenhouse industry today. With a better regulatory framework in place it would be easier to assess a given location rather than establishing a broad, less justified prohibition.

Discussion

The intended timeframe for the committee to complete the assessment is approximately 6 months. It is important to complete this in this timeframe as any new policy that is established is intended for inclusion in the Kingsville 5-year Official Plan review and because greenhouse development has the potential to continue under the current policies.

Greenhouse development has changed considerable in the last 15 to 20 years in terms of type and scale. There is no debating that the guiding policy has not kept pace with this change. At present the Official Plan and Zoning By-law do have policy directly for greenhouses as well as some additional broader policy that applies to all development in the Town. This is where the GPR Committee comes into play. The suggested first step in the review process would be a gathering of what policies apply directly to greenhouses and what applies on a more general basis.

The applicable sections of the Official Plan (Appendix A) and Zoning By-law (Appendix B) are attached for review and discussion.

Steps/Meetings

Step 1 / March 18

- i) establish chairperson;
- ii) review Terms of Reference (Appendix D);
- iii) review purpose;
- iv) set expected timelines;
- v) determine what the committee expectations are;
- vi) provide homework (review of existing policy) for April meeting;
- vii) let the members know about online training;
- viii) agendas will be posted online

Step 2 / April 15

- i) review of the existing policy and what the committees understanding is;
- ii) exercise on the pros and cons of existing GH development;
- iii) have the Committee start to establish a list of issues to address;
- iv) establish priority ranking of the issues list;
- v) what items are currently addressed in policy, which are not, which need to be or which need improvement;
- vi) outline policy expectations for Committee (policy that is established at the end will have to be supported with a rationale as to need and supportable from a regulation and enforceability nature.)

Step 3 / May 14

- i) complete priority list from April meeting and start Policy Building – policy will be drafted based on the input of the Committee, this will then go the public for review and comment.

Step 4 / June 3 & 25

- i) review of draft policy to be presented to public
- ii) posting of draft policy for review and comment

Step 5 / July 15

- i) Public Open House with Committee

Step 6 / July 29

- i) review of public comment and final revision to policy

Step 7 / August 1

- i) notice is posted and presentation to Council is advertised re: public meeting

Step 8 / August 26

- i) presentation of policy to Council

Agency & Administrative Consultation

Once draft policy is developed for review it will be provided to applicable outside agencies such as ERCA and the County of Essex. OMAFRA has also expressed interest in the review process and will be provided with any draft documents. Internal Town departments will be part of the consultation process as well.

Link to Strategic Plan

Manage growth through sustainable planning.

Financial Implications

There are no financial implications at this stage.

Recommendations

It is recommended that the Committee receive the timeline/project plan report and proceed with the policy review and development as outlined in Appendix C, GPR Committee calendar.

Prepared By:

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