



County of San Mateo Planning & Building Department Agricultural Advisory Committee

BJ Burns
Koren Widdel
Jess Brown
Jim Howard

John Vars
Judith Humburg
Laura Richstone
Lauren Silberman

Louie Figone
Frank McPherson
Robert Marsh
Ron Sturgeon

William Cook
Cynthia Duenas
Peter Marchi
Natalie Sare

County Office Building
455 County Center, 2nd Floor
Redwood City, California 94063
650/363-1825
Fax: 650/363-4849

Regular Meeting

****BY VIDEOCONFERENCE ONLY****

Date: Monday January 11, 2021
Time: 7:00 p.m. to 9:00 p.m.
Place: Virtual Meeting due to COVID-19 Shelter in Place Order

Pursuant to the Shelter in Place Orders issued by the San Mateo County Health Officer and the Governor, the Governor's Executive Order N-29-20, and the CDC's social distancing guidelines which discourage large public gatherings, the Half Moon Bay Public Library is no longer open to the public for Agricultural Advisory Committee meetings.

*** PUBLIC PARTICIPATION**

Written Comments:

Members of the public may provide written comments by email to LRichstone@smcgov.org and should include the specific agenda item on which you are commenting, or note that your comment concerns an item that is not on the agenda.

The length of the emailed comment should be commensurate with the 5 minutes customarily allowed for verbal comments, which is approximately 300-400 words. To ensure your comment is received and read into the record for the appropriate agenda item, please submit your comments no later than 5:00 p.m. the day before the meeting. The County will make every effort to read emails received after that time, but cannot guarantee such emails will be read into the record. Any emails received after the deadline which are not read into the record will be provided to the Committee after the meeting and become part of the administrative record.

Individuals who require special assistance or a disability-related modification or accommodation to participate in this meeting, or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet, or other writings that may be distributed at the meeting should contact Laura Richstone, the Planning Liaison, by 10:00 a.m. on the Friday before the meeting at LRichstone@smcgov.org. Notification in advance of the meeting will enable the County to make reasonable arrangements to ensure accessibility to this meeting, the materials related to it, and your ability to comment.

Virtual Meeting/Spoken Comments

Spoke public comments will be accepted during the meeting through Zoom. **Please read the following instructions carefully:**

1. The December 14, 2020 Agricultural Advisory meeting may be accessed through Zoom online at the link <https://smcgov.zoom.us/j/94830945630>. The **meeting ID** is: **948 3094 5630**. The meeting may also be accessed via telephone by dialing +1 669-900-6833 (Local). Enter the meeting ID: 953 5864 1610, then press #. (To find your local number: <http://smcgov.zoom.us/u/admSDqceDg>).
2. You may download the Zoom client or connect to the meeting using an internet browser. If using your browser, make sure you are using a current, up to date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionalities may be disabled in older browsers including internet explorer.
3. You may be asked to enter an email address and name. We request that you identify yourself by name as this will be visible online and will be used to notify you that it is your turn to speak.
4. When the Committee calls for the item on which you wish to speak, click on “raise hand” or *9 if calling in on a phone. The Secretary will activate and unmute speakers in turn. Speakers will be notified shortly before they are called to speak.
5. When called, please limit your remarks to the time limit allotted.

MATERIALS PERSENTED FOR THE MEETING:

Applicants and members of the public are encouraged to submit materials to the Agricultural Advisory Committee. All materials (including but not limited to models and pictures) submitted on any item on the agenda are considered part of the administrative record for that item, and must be retained by the Committee Secretary. If you wish to retain the original of an item, a legible copy must be left with the Committee Secretary.

AGENDAS AND STAFF REPORTS ONLINE:

To view the agenda, please visit our website at <https://planning.smcgov.org/agricultural-advisory-committee>. Staff reports will be available on the website one week prior to the meeting. For further information on any item listed below please contact the corresponding Project Planner indicated.

CORRESPONDENCE TO THE COMMITTEE:

Laura Richstone, Agricultural Advisory Committee Liaison
455 County Center, 2nd Floor
Redwood City, CA 94062
Email: LRichstone@smcgov.org

NEXT MEETING:

The next regularly scheduled Agricultural Advisory Committee meeting for February 15, 2020 will be rescheduled due to President’s Day. The February AAC meeting is TDB at this time.

AGENDA
7:00 p.m.

1. **Call to Order**
 2. **Member Roll Call**
 3. **Oral Communications** to allow the public to address the Committee on any matter not on the agenda. If your subject is not on the agenda, the Chair will recognize you at this time.
 4. **Committee Member Update(s) and/or Questions** to allow Committee Members to share news and/or concerns for items not on the agenda.
 5. **Committee Discussion on 2021 AAC Calendar** and Holiday Conflict with the February 15, 2021 and October 11, 2021 regularly scheduled meeting dates.
 6. **Consideration of the Action Minutes** for the October 19, 2020, November 9, 2020, and December 14, 2020 regular meeting minutes.
 7. **Committee Discussion and Update** on the CZU Complex Fire and current COVID-19 pandemic, potential policies needed to protect local agricultural and water from contamination, how the pandemic may affect local food supply, and access to farm labor and resources available to producers and farm workers.
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REGULAR AGENDA

8. **Clarification Memo and Committee Discussion** regarding agritourism, permitted activities and educational events. This item was continued from the October AAC Meeting.
 9. **Community Development Director's Report**
 10. **Adjournment**
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Agricultural Advisory Committee meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to participate in this meeting; or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting, should contact the County Representative at least five (5) working days before the meeting at (650) 363-1829, or by fax at (650) 363-4849, or e-mail LRichstone@smcgov.org. Notification in advance of the meeting will enable the Committee to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it.

ROLL SHEET – January 2021

Agricultural Advisory Committee Attendance 2020-2021

	Jan	Feb	Mar	Apr	May	May*	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan
VOTING MEMBERS														
Judith Humburg** Public Member	X		X	X	X	X	X	X	X		X	X	X	
BJ Burns Farmer, Chair	X		X	X	X	X	X	X	X		X	X	X	
Natalie Sare* Farmer	X	X	X	X			X	X			X	X	X	
Louie Figone Farmer		X	X		X	X							X	
Cynthia Duenas** Public Member		X	X	X	X	X	X	X			X	X	X	
John Vars Farmer, Vice-Chair	X	X	X	X	X	X		X	X		X	X	X	
William Cook Farmer	X			X	X	X	X	X	X		X		X	
Peter Marchi** Farmer	X	X	X	X	X		X		X			X	X	
Robert Marsh Farmer	X	X	X											
Ron Sturgeon Conservationist	X	X	X	X	X	X	X	X	X		X	X	X	
Lauren Silberman Ag Business	X	X	X	X	X	X	X	X	X		X	X	X	
Natural Resource Conservation Staff Jim Howard														
San Mateo County Agricultural Commissioner Koren Widdel	X		X		X		X	X	X		X	X	X	
Farm Bureau Executive Director Jess Brown		X			X	X	X	X	X		X	X	X	
San Mateo County Planning Staff Laura Richstone				X	X	X	X	X	X		X	X	X	
UC Co-Op Extension Representative Frank McPherson	X				X									

X: Present

Blank Space: Absent or Excused

Grey Color: No Meeting

*** Special Meeting**

**** As of 06/25/2019**



COUNTY OF SAN MATEO - PLANNING AND BUILDING DEPARTMENT

ITEM

6



County of San Mateo Planning & Building Department Agricultural Advisory Committee

BJ Burns
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ACTION MINUTES

Draft

Monday October 19, 2020

On March 17, 2020, the Governor issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings telephonically or by other electronic means. Pursuant to the Shelter-in-Place Order issued by the San Mateo County Health Officer on March 16, 2020 and March 31, 2020, the statewide Shelter-in-Place Order issued by the Governor in Executive Order N-33-20 on March 19, 2020, and the CDC's social distancing guidelines which discourage large public gatherings, public hearings will not be held in person until the Shelter-in-Place Order is lifted. Instead, members of the public may provide written comments by email to the San Mateo County Planning Liaison Laura Richstone at LRichstone@smcgov.org. To be read into the record and discussed at the meeting, comments must be submitted via email no less than 30 minutes before the scheduled meeting. Comments received after that time will be held for the next scheduled meeting.

1. **Call to Order**

At the virtual meeting room hosted by the San Mateo County Planning Department on the Zoom Video Communications platform due to Covid-19 Shelter-in-Place Orders, Vice Chair BJ Burns called the meeting to order at 7:05 p.m.

2. **Member Roll Call**

Regular Committee Members Present:

Judith Humburg
BJ Burns
Natalie Sare
Cynthia Duenas
John Vars
William Cook
Ron Sturgeon
Lauren Silberman

Regular Committee Members Absent:

Louie Figone
Peter Marchi
Robert Marsh

Nonvoting Committee Members Present:

Koren Widdel, San Mateo County Agricultural Commissioner
Jess Brown, San Mateo County Farm Bureau Executive Director
Laura Richstone, Planning Staff Liaison

Nonvoting Committee Members Absent:

Jim Howard, Natural Resource Conservation Staff
Frank McPherson, UC Co-Op Extension Representative

3. Oral Communications

To allow the public to address the Committee on any matter not on the agenda. Two members of the public shared the following oral communications:

- Adria Arko, San Mateo County Agricultural Ombudsman, informed the Committee of the County’s update to the Climate Action Plan, which includes agricultural considerations. The Resource Conservation District (RCD) is exploring the opportunities that agriculture provides to draw carbon out of the air and is seeking opportunities to chat with growers to gather feedback on the Climate Action Plan.
- Kerry Burke, a Land Use Consultant, acknowledged the work done to hold the annual pumpkin weigh off competition during Covid-19 conditions. She also informed the Committee about a recent Board of Supervisors fuel reduction workshop that paid close attention to recovery and resiliency regarding wildfires and acknowledged the County’s excellent job on this workshop.

4. Committee Member Update(s) and/or Questions

The committee discussed fixing errors in past attendance sheets for the May 2020 meetings.

REGULAR AGENDA

5. General Plan Conformity Memo clarifying when General Plan Conformities come before the AAC.

No action required. This memo was prepared to provide clarification to the committee based on past questions about the General Plan Conformity review process.

- 6. Owner: Marsh Robert E & Julia M Trs**
Applicant: Midpeninsula Open Space District (MROSD)
 File Number PLN 2020-00236
 Location: 1000 Verde Road Half Moon Bay
 Assessor’s Parcel No. 066-280-050; 066-280-010; 066-010-020

Presentation by MROSD regarding a General Plan Conformity analysis for MROSD’s proposal to purchase an undivided 54% interest in the 600-acre South Cowell Ranch property, and a subsequent land division resulting in a 371-acre Uplands property to be owned in fee by the District. This item was delayed due to the September 14, 2020 AAC meeting cancellation and was approved by the Planning Commission on September 23, 2020. Please direct any questions to Project Planner William Gibson at WGibson@smcgov.org.

PUBLIC SPEAKERS:

Kerry Burke
 Ben Wright

COMMITTEE ACTION:

The Committee discussed: public access to proposed trails in regards to both public safety and crop/food safety; protecting and preserving prime agricultural land while still permitting public use; litter prevention and removal in regards to avoiding hazards to agricultural and grazing activities; the public RFP processes for public areas near agricultural/grazing areas; and the subdivision and

intended sale of the existing homesite, which is currently not affordable for public agencies or farmers; and options for developing farm labor housing.

Member of the public Kerry Burke raised questions that drove discussions regarding protecting prime soil, homesite subdivision, and farm labor housing. Applicant Mike Williams of MROSD and member of the public Ben Wright of POST addressed committee questions and provided clarification where appropriate.

7. Agritourism Motion Clarification Request regarding a motion on the AAC’s review of Agritourism Permits in an effort to streamline the process.

June 8, 2020 Motion:

To streamline the agritourism permitting process, we recommend either allowing permits to last longer than one year or creating a simpler permit renewal process for agritourism permits with no change in activities from year to year.

PUBLIC SPEAKERS:

None

COMMITTEE ACTION:

The Committee discussed: streamlining the process for reviewing agritourism permits when there have been no changes in the permit application or agritourism activity year to year; how to ensure opportunities to provide comment if opinions change year to year; and the ‘consent agenda’ process as an opportunity to streamline the review process.

Committee Member Bill Cook moved, and Committee Vice Chair BJ Burns seconded a motion, to recommend that agritourism permits that have not changes from the previous year can be presented to the committee ‘on content’ moving forward.

Motion Carried 8-0-0 with 3 members absent.

- 8. Owner:** Dolores Togneri
- Applicant:** David Repetto
- File Number: PLN 2020-00286
- Location: 12592 San Mateo Road, Half Moon Bay
- Assessor’s Parcel No. 056-321-020 4

Consideration of an Agritourism Event Permit for the Repetto’s 2020 October pumpkin selling season, October 1, 2020 – November 15, 2020. Proposed days and hours of operation are as follows: Daily from 9:00 a.m. to sunset. Proposed elements include a pumpkin patch, hay ride, and corn maze; no operational changes from last season. Parking will occur in an existing open field on the 15-acre property. This item was delayed due to the September 14, 2020 AAC meeting cancellation. Please direct any questions to Project Planner Summer Burlison at SBurlison@smcgov.org.

PUBLIC SPEAKERS:

None

COMMITTEE ACTION:

The Committee discussed the implementation of Covid-19 safety precautions for this and other agritourism events.

Committee Vice Chair BJ Burns moved and Committee Member Natalie Sare seconded a motion to recommend the approval of this agritourism permit.

Motion Carried 8-0-0 with 3 members absent.

9. **Owner/Applicant:** Chris Gounalakis
 File Number: PLN 2015-00084
 Location: 185 Verde Road, San Gregorio
 Assessor's Parcel No. 066-310-080

Consideration of a renewal of a Planned Agricultural District Permit and Coastal Development Permit to allow seasonal commercial recreation activities at the Arata Pumpkin Farm; no operational changes are proposed. The project is appealable to the California Coastal Commission. This item was delayed due to the September 14, 2020 AAC meeting cancellation. Please direct any questions to Project Planner Summer Burlison at SBurlison@smcgov.org.

PUBLIC SPEAKERS:

None

COMMITTEE ACTION:

The Committee discussed: why this project is a five year PAD permit application as opposed to an annual agritourism permit; if the commercial growing operation complies with County agricultural use provisions; if the property is in compliance with the Williamson Act; if the County has confirmed that the reported agricultural activities are actually occurring; recent site visits conducted by the Coastside Fire District and County Planner, Summer Burlison; and whether the proposed activities should be defined as agritourism or commercial recreation. Agricultural Commissioner, Koren Widdel, sought clarification on the County's Code Compliance process to address potential zoning violations. The Committee stated that more information regarding the property's Williamson Act compliance was needed before a recommendation could be made.

Committee Secretary Lauren Silberman moved and Committee Member Ron Sturgeon seconded a motion to request a continuance until compliance with the Williamson Act is confirmed.

Motion Carried 7-0-0 with 4 members absent.

10. **Owner:** Giusti Farms
Applicant: Joanne Giusti
 File Number: PLN 2019-00488
 Location: 1800 Higgins Canyon Road,
 Assessor's Parcel No. 064-370-210

Consideration of a Coastal Development Permit and Planned Agricultural District Permit to allow four new farm labor housing units, a new septic system, a fire turnaround, and three new 5,000 gallon water tanks. Minimal grading and vegetation removal is proposed. No trees are proposed for removal. The project is appealable to the California Coastal Commission. Please direct any questions to Project Planner Olivia Boo at OBoo@smcgov.org.

PUBLIC SPEAKERS:

None

COMMITTEE ACTION:

The Committee discussed: first-hand knowledge of this farm and related agricultural activities; the validity of the need for farm labor housing units for agricultural staff at this farm; and the desire for consistent farm labor housing standards.

Committee Vice Chair BJ Burns moved and Committee Member Bill Cook seconded a motion to recommend approval for this project.

Motion Carried 6-0-0 with 5 members absent.

11. **Owner/Applicant:** Janina Pawlowski
 File Number: PLN 2017-00507
 Location: 4900 Cloverdale Road, Pescadero
 Assessor's Parcel No. 087-080-050

Consideration of an appeal of a County-initiated Non-Renewal of a Williamson Act Contract, that requires a determination of compatibility and exceptions to minimum eligibility requirements. The AAC must recommend to the Board of Supervisors either that the appealed parcel be allowed to remain contracted or that the non-renewal remains in effect allowing the contract to expire in 2026. Please direct any questions to Project Planner Kelsey Lang at KLang@smcgov.org.

PUBLIC SPEAKERS:

None

COMMITTEE ACTION:

The Committee discussed: first-hand knowledge of this farm and related ranching activities; the validity of the Williamson Act renewal request; details of the grazing operations; and the applicant's family circumstances that led to the County-initialed non-renewal process.

Committee Vice Chair BJ Burns moved and Committee Member Bill Cook seconded a motion recommend approval of this application and denial of the non-renewal process.

Motion Carried 6-0-0 with 5 members absent.

12. **Committee Discussion and Update** on the CZU Complex Fire and current COVID-19 pandemic, potential policies needed to protect local agricultural and water from contamination, how the pandemic may affect local food supply, and access to farm labor and resources available to producers and farm workers.

PUBLIC SPEAKERS:

Laura Rodriguez

COMMITTEE ACTION:

No action required. The Committee discussed: the continuing work of the San Mateo County Covid-19 Farmworker Affairs Coalition to support our local farmworker community in facing the global pandemic; ongoing Covid-19 testing opportunities provided regularly in Half Moon Bay and

Pescadero as well as on site at farms/ranches by request; bilingual Covid-19 education provided by the County and local community service organizations available on site at farms/ranches by request; and local food and financial assistance programs available for those impacted by the pandemic.

13. **Clarification Memo and Committee Discussion** regarding agritourism, permitted activities and educational events.

Due to time constraints, this agenda item was be continued to the next regular meeting.

14. **Consideration of the Action Minutes** for the July 13, 2020 and August 10, 2020 regular meetings will occur at the November 9, 2020 AAC Meeting.

No action required.

11. **Community Development Director's Report**

No action required.

12. **Adjournment**

Meeting was adjourned at 10:24 p.m. by Vice Chair BJ Burns.



County of San Mateo Planning & Building Department Agricultural Advisory Committee

BJ Burns
Fred Crowder
Jess Brown
Jim Howard

John Vars
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Laura Richstone
Lauren Silberman

Louie Figone
Margaret Gunn
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ACTION MINUTES

Draft

Monday November 9, 2020

On March 17, 2020, the Governor issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings telephonically or by other electronic means. Pursuant to the Shelter-in-Place Order issued by the San Mateo County Health Officer on March 16, 2020 and March 31, 2020, the statewide Shelter-in-Place Order issued by the Governor in Executive Order N-33-20 on March 19, 2020, and the CDC's social distancing guidelines which discourage large public gatherings, public hearings will not be held in person until the Shelter-in-Place Order is lifted. Instead, members of the public may provide written comments by email to the San Mateo County Planning Liaison Laura Richstone at LRichstone@smcgov.org. To be read into the record and discussed at the meeting, comments must be submitted via email no less than 30 minutes before the scheduled meeting. Comments received after that time will be held for the next scheduled meeting.

1. **Call to Order**

At the virtual meeting room hosted by the San Mateo County Planning Department on the Zoom Video Communications platform due to Covid-19 Shelter-in-Place Orders, Vice Chair BJ Burns called the meeting to order at 7:11 p.m.

2. **Member Roll Call**

Regular Committee Members Present:

Judith Humburg
BJ Burns
Natalie Sare
Cynthia Duenas
John Vars
Peter Marchi
Ron Sturgeon
Lauren Silberman

Regular Committee Members Absent:

Louie Figone
William Cook
Robert Marsh

Nonvoting Committee Members Present:

Koren Widdel, San Mateo County Agricultural Commissioner
Jess Brown, San Mateo County Farm Bureau Executive Director
Laura Richstone, Planning Staff Liaison

Nonvoting Committee Members Absent:

Jim Howard, Natural Resource Conservation Staff
Frank McPherson, UC Co-Op Extension Representative

3. Oral Communications

To allow the public to address the Committee on any matter not on the agenda.

No members of the public raised issues not on the agenda.

4. Committee Member Update(s) and/or Questions

The Committee discussed technical challenges in accessing the virtual meetings.

5. Annual Vote to elect a new Chairperson, Vice-Chairperson, and Secretary. The Chairperson and Vice-Chairperson positions shall be filled by farmers. Positions will become effective at the next regularly scheduled meeting.

The Committee nominated BJ Burns as Chair, John Vars as Vice Chair, and Lauren Silberman as Secretary. A roll call vote on these nominations was held as follows:

<u>Aye</u>	<u>Absent</u>
Judee Humburg	Louie Figone
BJ Burns	Bill Cook
Natalie Sare	Bob Marsh
Cynthia Duenas	
John Vars	
Peter Marchi	
Ron Sturgeon	
Lauren Silberman	

The nominations passed with a majority vote. Elected rolls will become effective the next meeting. The next annual vote to elect a Chair, Vice-Chair, and Secretary will occur at the October 2021 AAC meeting.

6. Consideration of the Action Minutes for the July 13, 2020 and August 10, 2020 regular meeting minutes and the October 19, 2020 special meeting minutes will occur at the December 14, 2020 AAC Meeting.

No action required.

7. Committee Discussion and Update on the CZU Complex Fire and current COVID-19 pandemic, potential policies needed to protect local agricultural and water from contamination, how the pandemic may affect local food supply, and access to farm labor and resources available to producers and farm workers.

PUBLIC SPEAKERS:

Rita Mancera

COMMITTEE ACTION:

No action required. The Committee discussed: the continuing work of the San Mateo County Covid-19 Farmworker Affairs Coalition to support our local farmworker community in facing the global pandemic; ongoing local Covid-19 testing opportunities provided in Half Moon Bay and Pescadero as well as on site at farms/ranches by request; bilingual Covid-19 education provided by the County and local community service organizations available on site at farms/ranches by request; and local food and financial assistance programs available for those impacted by the pandemic.

Agricultural Commissioner Koren Widdel informed that Committee that the County's Healthcare for Homeless/Farmworker Health (HCH/FH) program is working with local community organizations to conduct outreach to farms to provide Covid-19 education, testing, and PPE. She also shared that free surgical and N-95 masks are available for pick up in Half Moon Bay.

Rita Mancera, Executive Director of Puente de la Costa Sur, informed that Committee that free surgical and cloth masks are available for pick up at Puente's Pescadero office.

Regarding CZU Complex Fire recovery, the Committee discussed disaster relief programs for farmers with crop damage, which is available through the Farm Service Agency in Salinas and expires February. The Farm Service Agency can also help farmers navigate the process to apply for food assistance programs through the USDA.

CONSENT AGENDA

- 8. **Owner:** Daniel and Natalie Sare
Applicant: Natalie Sare
 File Number: PLN 2020-00335
 Location: 78 Pilarcitos Creek Road, Half Moon Bay
 Assessor's Parcel No. 056-380-110

Consideration of an Agritourism Event permit for the upcoming winter holiday tree season, November 21, 2020 – January 4, 2021. The proposed days and hours of operation are as follows: Daily from 9:00 a.m. to 5:00 p.m. Along with Christmas tree sales, the proposed Event elements a train ride and a prepackaged snack bar. Parking for the Event will occur alongise the tree farm fields. No changes are proposed from the previous year's Event operation. Please direct any questions to Project Planner Summer Burlison at SBurlison@smcgov.org.

PUBLIC SPEAKERS:

None

COMMITTEE ACTION:

This item was moved to the Regular Agenda for discussion. The Committee discussed: maps included with the application, the location of proposed agritourism activities, and the County's agritourism permitting process in regard to parcels and event sites.

Committee Secretary moved and Committee Member Judee Humburg seconded a motion to recommend approval of this permit with the map removed from the application.

Motion Carried 7-0-1 with 3 members absent. Committee Member Natalie Sare recused herself and abstained from voting on her own application.

REGULAR AGENDA

- 9. **Owner:** Vida Verde Nature Education Inc.
Applicant: Sandy Sommer
 File Number: PLN 2019-00429
 Location: 3540 La Honda Road, San Gregorio
 Assessor's Parcel No. 081-320-060

Consideration of a Coastal Development Permit, Planned Agricultural District Permit, and Farm Labor Housing Permit to establish an overnight camp for low income, "in-need" 4th-6th grade students.

Proposed new development includes a 2,890- sq. ft. 2- story barn (to include meeting, cooking, eating, restroom, and sleeping areas), four 400 sq. ft. outdoor camping structure, a 100 sq. ft. detached student restroom, a 735 sq. ft. equipment storage building, a 7,500 gallon water storage tank and treatment facility, a 200-panel ground mounted solar system, a fire hydrant, new driveway improvements, installation of a septic system, and minor remodel of the existing house on site. The Farm Labor Housing is proposed for the 2nd floor area of the barn and not within the existing residence. Minor grading and no tree removal is proposed. This project IS appealable to the California Coastal Commission. Please direct any questions to Project Planner Angela Chavez at AChavez@smcgov.org.

PUBLIC SPEAKERS:

Kerry Burke
Lennie Roberts
Rita Mancera
Bridget Jett

COMMITTEE ACTION:

The Committee discussed: flow rate of new wells and water pumps in relation to water usage needs for the proposed farm labor housing unit; details of Vida Verde's agricultural activities and youth programming; if and how this nonprofit meets the County's definition of agriculture and farm labor housing; plans for several Committee Members to conduct a site visit to learn more about the project; and the Committee's general support for youth agricultural education.

Member of the public Kerry Burke acknowledged her support of agricultural education for youth and raised questions regarding prime soils on the project site, density credits, potential impacts on adjacent agricultural activities, and if the project meets PAD District requirements.

Member of the public Bridget Jett inquired about ADUs in the PAD, traffic concerns, road easements, and road maintenance.

Member of the public Lennie Roberts, who serves as an informal advisor to Vida Verda, provided details about the agricultural activities occurring on site, believes the project meets the PAD requirements and voiced her support.

Member of the public Rita Mancera stated that the project will promote and support the agricultural industry for future generations and voiced support for the project.

Committee Member Natalie Sare moved and Committee Member Ron Sturgeon seconded a motion to look into the project's water and curriculum and to conduct a site visit before deciding on this project.

Committee Secretary Lauren Silberman moved and Committee Member Judee Humburg seconded a motion to continue this item to the next regular agenda pending a review of the water supply plan.

Motion Carried 7-0-1 with 3 members absent. Committee Member Natalie Sare abstained.

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10. **Clarification Memo and Committee Discussion** regarding agritourism, permitted activities, and educational events. This item was continued from the October 19, 2020 AAC Meeting.

Due to time constraints, this agenda item will be continued to the next regular meeting agenda.

Committee Secretary Lauren Silberman moved and Committee Member Judee Humburg seconded a motion to table this item to the next meeting.

Motion Carried 8-0-0 with 3 members absent.

11. Community Development Director's Report

No action required.

12. Adjournment

Meeting was adjourned at 9:35 p.m. by Committee Chair BJ Burns.



County of San Mateo Planning & Building Department Agricultural Advisory Committee

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ACTION MINUTES

Draft

Monday December 14, 2020

On March 17, 2020, the Governor issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings telephonically or by other electronic means. Pursuant to the Shelter-in-Place Order issued by the San Mateo County Health Officer on March 16, 2020 and March 31, 2020, the statewide Shelter-in-Place Order issued by the Governor in Executive Order N-33-20 on March 19, 2020, and the CDC's social distancing guidelines which discourage large public gatherings, public hearings will not be held in person until the Shelter-in-Place Order is lifted. Instead, members of the public may provide written comments by email to the San Mateo County Planning Liaison Laura Richstone at LRichstone@smcgov.org. To be read into the record and discussed at the meeting, comments must be submitted via email no less than 30 minutes before the scheduled meeting. Comments received after that time will be held for the next scheduled meeting.

1. Call to Order

At the virtual meeting room hosted by the San Mateo County Planning Department on the Zoom Video Communications platform due to Covid-19 Shelter-in-Place Orders, Vice Chair BJ Burns called the meeting to order at 7:08 p.m.

2. Member Roll Call

Regular Committee Members Present:

Judith Humburg
BJ Burns
Natalie Sare
Louie Figone
Cynthia Duenas
John Vars
William Cook
Peter Marchi
Ron Sturgeon
Lauren Silberman

Regular Committee Members Absent:

Robert Marsh

Nonvoting Committee Members Present:

Koren Widdel, San Mateo County Agricultural Commissioner
Jess Brown, San Mateo County Farm Bureau Executive Director
Laura Richstone, Planning Staff Liaison

Nonvoting Committee Members Absent:

Jim Howard, Natural Resource Conservation Staff
Frank McPherson, UC Co-Op Extension Representative

3. Oral Communications

To allow the public to address the Committee on any matter not on the agenda.

- Kerry Burke, a member of the public, alerted the Committee to Cal-Fire Codes and Standards that state fire apparatus shall have unobstructed road width of at least 20 feet, and encouraged the Committee to stay informed on this standard and consider how it could affect agricultural projects. AAC Planning Liaison Laura Richstone will seek clarification from the Fire Marshall on how that standard applies to agriculture in San Mateo County.

4. Committee Member Update(s) and/or Questions

The Committee discussed technical challenges in accessing the virtual meetings.

5. Consideration of the Action Minutes for the July 13, 2020 and August 10, 2020 regular meeting minutes.

PUBLIC SPEAKERS:

None

COMMITTEE ACTION:

The Committee discussed: correcting errors in attendance records for both the July and August 2020 meeting minutes.

Committee Member Bill Cook moved and Committee Member Judee Humburg seconded a motion to approve the July 13, 2020 regular meeting minutes as amended.

Motion Carried 7-0-3 with 1 member absent. Committee Members Louie Figone Ron Sturgeon, and Peter Marchi abstained.

Committee Member Judee Humburg moved and Committee Member Bill Cook seconded a motion to approve the August 10, 2020 regular meeting minutes as amended.

Motion Carried 6-0-4 with 1 member absent. Committee Members Natalie Sare, Ron Sturgeon, Louie Figone, and Cynthia Duenas abstained.

6. Committee Discussion and Update on the CZU Complex Fire and current COVID-19 pandemic, potential policies needed to protect local agricultural and water from contamination, how the pandemic may affect local food supply, and access to farm labor and resources available to producers and farm workers.

PUBLIC SPEAKERS:

Rita Mancera

COMMITTEE ACTION:

No action required. The Committee discussed: the continuing work of the San Mateo County Covid-19 Farmworker Affairs Coalition to support our local farmworker community in facing the global pandemic; ongoing local Covid-19 testing opportunities provided regularly in Half Moon Bay and Pescadero as well as on site at farms by request; bilingual Covid-19 education provided by the county and local community service organizations available on site at farms by request; and local

food and financial assistance programs available for those impacted by the pandemic. Agricultural Commissioner Koren Widdel clarified that all of these services are available for free.

Member of the public Rita Mancera, Executive Director of Puente de la Costa Sur, informed the Committee that farmworkers are not going to be included in the first round of vaccine distribution, which will focus on frontline healthcare workers and long-term care facility residents. She is waiting to hear more on the timeline for farmworkers and is hoping they will be included as frontline essential workers in the second round of vaccine distribution. She encouraged everyone to advocate at the state and local level for farmworkers to be at the front of the line for the next round of vaccine distribution.

REGULAR AGENDA

- 7. **Owner/Applicant:** **Shawn Trainer**
 File Number PLN 2009-00200
 Location: Liccicitos Road, Montara
 Assessor's Parcel No. 036-175-090

Consideration of Planned Agricultural District Permit, Coastal Development Permit, and Grading Permit for a new 4,246 sq. ft. single-family residence on a 1.93-acre parcel, located at 0 Liccicitos Road. The project involves 1,965 cubic yards (c.y.) of grading, including 665 c.y. of cut & 505 c.y. of fill for the building site; and 795 c.y. of cut for road improvements at Liccicitos Road and Riviera Road. Two trees have been proposed for removal. The project is NOT located within the California Coastal Commission's appeals jurisdiction. Please direct any questions to Project Planner Bryan Albini at BAlbini@smcgov.org.

PUBLIC SPEAKERS:

None

COMMITTEE ACTION:

The Committee discussed: the small, hilly, and wooded nature of the site; and that the project would not interfere with adjoining agricultural operations.

Committee Member Natalie Sare moved and Committee Member Louie Figone seconded a motion to recommend approval for this project.

Motion Carried 10-0-0 with 1 member absent.

- 8. **Owner:** **American Tower**
Applicant: **John Merritt**
 File Number PLN 2006-00075 and PLN2017-00135
 Location: 3501 Whiting Ridge Road, Montara
 Assessor's Parcel No. 036-370-020

Consideration of an After-the-Fact Use Permit (PLN2017-00135), Use Permit Renewal (PLN2006-00075), Resource Management Permit, Resource Management Coastal Zone Permit, Coastal Development Permit, Planned Agricultural District Permit, and a Grading Permit, to allow the continued operation of an existing cellular facility (PLN2006-00075), legalize a separate cellular facility built without permits (PLN2017- 00135) and repair sections of an existing 3.5 mile dirt access road in Montara. Repair 4 of dirt access road includes 2,065 cubic yards of cut and the installation of four new firetruck turnouts. No tree removal is proposed. The project is located atop of Montara Mountain in unincorporated Montara and IS appealable to the California Coastal Commission. Please direct any questions to Project Planner Laura Richstone at LRichstone@smcgov.org

PUBLIC SPEAKERS:

Mark Verlander
Dante Silvestri

COMMITTEE ACTION:

The Committee discussed: the Committee’s focus on how road improvements may affect Ocean View Farm’s located along the first 2,000 feet of the fire access road, that any discussion of projects on the north peak is beyond the Committee’s purview; the different private and public groups that share the fire access road easement, the lack of a road maintenance agreement between these parties, a general encouragement from the Committee for a road maintenance agreement, erosion minimization methods; the potential for American Tower to use SFPUC’s recently upgraded road to the north peak from the Pacifica side of the mountain, which is currently only allowed for emergencies; and American Tower’s urgency in upgrading the fire access road so they can access their north peak property and conduct routine maintenance.

Member of the public Mark Verlander raised concerns regarding the environmental impact of this project, public access to hiking trails and the north peak during construction, public involvement and input in this and similar projects; utilizing SFPUC road infrastructure to access the north peak; and his opposition SFPUC’s proposed weather station project to ensure public involvement and reduce/prevent any related environmental impact.

Member of the public Dante Silvestri raised questions regarding historical use of the fire access road.

Committee Member Bill Cook moved and Committee Member John Vars seconded a motion to recommend approval for this project on PAD land with the comment that the AAC would ask that particular attention is paid to minimize the potential for erosion in the future.

Motion Carried 10-0-0 with 1 member absent.

- 9. **Owner:** Vida Verde Nature Education Inc.
Applicant: Sandy Sommer
File Number: PLN 2019-00429
Location: 3540 La Honda Road, San Gregorio
Assessor’s Parcel No. 081-320-060

Consideration of a Coastal Development Permit, Planned Agricultural District Permit, and Farm Labor Housing Permit to establish an overnight camp for low income, “in-need” 4th-6th grade students. Proposed new development includes a 2,890- sq. ft. 2- story barn (to include meeting, cooking, eating, restroom, and sleeping areas), four 400 sq. ft. outdoor camping structure, a 100 sq. ft. detached student restroom, a 735 sq. ft. equipment storage building, a 7,500 gallon water storage tank and treatment facility, a 200-panel ground mounted solar system, a fire hydrant, new driveway improvements, installation of a septic system, and minor remodel of the existing house on site. The Farm Labor Housing is proposed for the 2nd floor area of the barn and not within the existing residence. Minor grading and no tree removal is proposed. This project IS appealable to the California Coastal Commission. Please direct any questions to Project Planner Angela Chavez at ACHavez@smcgov.org.

PUBLIC SPEAKERS:

Kerry Burke

COMMITTEE ACTION:

The Committee discussed: the site visits of several Committee Members; if and how the project meets the County's requirements for agriculture and farm labor housing (FLH), particularly without a commercial component; flow rate of new well and water pump in relation to water usage needs; the classification of this project by the State as a transient community (in terms of water usage), which must adhere to different State water regulations as opposed to traditional commercial agriculture operations which must adhere to County water regulations; a desire to protect the FLH program and ensure FLH regulations are applied equally; and the Committee's general support for youth agricultural education. Several committee members felt strongly that approving the project might not constitute an equal application of agricultural regulations, which traditionally apply to commercial agricultural operations.

Member of the public Kerry Burke raised questions regarding how agricultural rules applied to camps, the use of density credits for this and similar projects, and how approval of the project might affect other applicants/projects.

Committee Secretary Lauren Silberman moved and Committee Member Ron Sturgeon seconded a motion to recommend this project for approval with the comment that the AAC strongly feels that we do not want to set a precedent for any special treatment for future projects.

Motion Carried 7-3-0 with 1 member absent.

-
10. **Clarification Memo and Committee Discussion** regarding agritourism, permitted activities and educational events. This item was continued from the October and November AAC Meetings.

Due to time constraints, this agenda item will be continued to the next regular meeting agenda.

Committee Secretary Lauren Silberman moved and Committee Member Bill Cook seconded a motion to table this item to the next meeting.

Motion Carried 10-0-0 with 1 member absent.

11. **Community Development Director's Report**

No action required.

12. **Adjournment**

Meeting was adjourned at 10:52 p.m. by Committee Chair BJ Burns.



COUNTY OF SAN MATEO - PLANNING AND BUILDING DEPARTMENT

ITEM

8

MEMORANDUM

COUNTY OF SAN MATEO PLANNING AND BUILDING DEPARTMENT

DATE: January 11, 2021

TO: Agricultural Advisory Committee

FROM: Laura Richstone, Planning Department Liaison

SUBJECT: Agritourism Educational Events Clarification

During its August 2020 meeting, the AAC requested Planning Staff to clarify Agritourism Guidelines and events permitted with a focus on educational events. Staff has provided a table that outlines uses permitted with the issuance of a Temporary Agritourism Event Permit. Please note that the Agritourism Guidelines are not exhaustive of all possibilities that may be permitted on a property. These guidelines provide discretion for the Community Development Director to permit/not-permit certain activities due to their intensity and/or impact(s). This memorandum should be utilized as a guideline only and does not replace nor supersede the Agritourism Guidelines. Prior to engaging in an Agritourism Event-like use, please engage with the Planning Department to inquire if that use will be permitted and discuss what permits may be necessary.

Temporary agritourism events are limited to 45 or less consecutive days, or 2 or less times per year. All other longer-term events may require a Planned Agricultural District Permit, Resource Management Permit, and/or a Coastal Development Permit to be approved/denied by the County.

COMMON TEMPORARY AGRITOURISM EVENTS	
Soil Types	Uses Permitted
All Soil Types (Prime & Non-Prime)	One pony ride area (Confined Animal Permit or Exemption required)
	One farm animal petting zoo
	One hayride
	One train ride with rubberized wheels
	One food vendor, mobile or on site (Environmental Health permits required)
	Two inflatables (Subject to height regulations)
	Other recreational/educational activities subject to review and approval of the Community Development Director.
	Commercial Dining/Dinner Events (Cannot overlap with another temporary agritourism event)
	Other recreational/educational activities subject to review and approval of the Community Development Director.

	One food vendor (mobile or on-site)
Non-Prime Soils	One prepackaged food/snack bar (May be subject to Environmental Health permit)

Regarding educational events, these events are permitted via a Temporary Agritourism Event Permit on a case by case basis and are subject to the review of the AAC and Community Development Director to assess potential impacts and to determine if the use/event is secondary to, and compatible with, the agricultural uses of the land

The following questions are typically asked to assess potential impacts and compatibility when reviewing a Temporary Agricultural Event Permit for educational activities:

1. What is the scope?
2. What is the event for?
3. Is the event secondary and compatible with the current agriculture on site?
4. What is the duration?
 - a. Hours/Days?
 - b. Frequency?
5. What is the intensity of the use?
 - a. How many people?
6. Parking?
 - a. Where?
 - b. How many spaces provided vs. how many needed?
 - c. On prime or non-prime soils?
 - d. Adequate access?
 - e. Impacts on adjacent roadways?
7. Will the event have the potential to impact adjacent property owners?
 - a. Noise?
 - b. Light?
 - c. Access?
 - d. Ability to farm on adjacent property impacted?
8. Are there current violations on the property?
9. Will the event require grading or the construction of new/additional infrastructure?
10. Will the event impact sensitive habitat areas or species?
11. Is the property under a Williamson Act Contract?
 - a. Will the event/use comply with the Contract if a property is under Contract?
12. Will additional permits be required by other agencies?

While not exhaustive, the above list provides guidance to determine potential impacts of a proposed agritourism event. If the event is temporary and is not expected to result in significant impacts, the Community Development Director may determine that the proposed use is eligible for a Temporary Agricultural Event Permit. However, the Community Development Director also has the discretion to require full permits for the proposed activity (i.e. Planned Agricultural District, Resource Management, and/or Coastal Development Permit) if he deems they are necessary.

* A copy of the Agritourism Guidelines can be found in your binder, at the Planning Department offices, and online at <https://planning.smcgov.org/documents/agritourism-guidelines>



COUNTY OF SAN MATEO - PLANNING AND BUILDING DEPARTMENT

ITEM

9

**COUNTY OF SAN MATEO
PLANNING AND BUILDING DEPARTMENT**

DATE: January 11, 2020

TO: Agricultural Advisory Committee
FROM: Planning Staff
SUBJECT: Community Development Director's Report

CONTACT INFORMATION: Laura Richstone, Planner II, lrichstone@smcgov.org

The following is a list of Planned Agricultural District permits and Coastal Development Exemptions for the rural area of the County that have been received by the Planning Department from October 31, 2020 to December 31, 2020.

PLANNED AGRICULTURAL DISTRICT PERMIT AND WILLIAMSON ACT OUTCOMES

The following PAD permit and Williamson Act Contract applications were heard or considered by the Board of Supervisors and/or Planning Commission during this time period.

1.

<i>Owner:</i>	<i>Giusti Farms</i>
<i>Applicant:</i>	<i>Joanne Giusti</i>
<i>County File Number:</i>	<i>PLN 2019-00488</i>
<i>Location:</i>	<i>1800 Higgins Canyon Road, Half Moon Bay</i>
<i>APN:</i>	<i>064-370-210</i>

Consideration of a Coastal Development Permit and a Planned Agricultural Permit for four new farm labor housing units, fire turnaround, a new septic system, and three new 5,000-gallon water tanks. There is minimal grading proposed, no tree removal and minimal vegetation removal. The project is appealable to the California Coastal Commission. Application deemed complete August 7, 2020. Please direct any questions to Project Planner Olivia Boo at oboo@smcgov.org.

This item was heard and recommended for approval at the October 19, 2020 AAC meeting. The project was approved by the Planning Commission on November 18, 2020.

2.

<i>Owner/ Applicant:</i>	<i>Gary Arata</i>
<i>County File Number:</i>	<i>PLN 2017-00514</i>
<i>Location:</i>	<i>6090 Stage Road, Pescadero</i>
<i>APN:</i>	<i>081-270-010, 081-270-020, 087-180-010, 087-180-030, 087-180-070, & 087-180-090</i>

Consideration of an appeal of a County-initiated Non-Renewal of a Williamson Act Contract. Please direct any questions to Project Planner Kelsey Lang at KLang@smcgov.org.

This item was not presented to the AAC as the applicant did not provide any documentation to review after multiple inquiries. Documentation regarding contract

compliance was only provided once the item was agendized for the Board of Supervisors. With this documentation, the Board of Supervisors upheld the appeal (the parcels remain under contract) at its December 8, 2020 hearing.

3. Owner/ Applicant: Janina Pawloski
County File Number: PLN 2017-00507
Location: 4900 Cloverdale Road, Pescadero
APN: 087-080-050

Consideration of an appeal of a County-initiated Non-Renewal of a Williamson Act Contract, that requires a determination of compatibility and exceptions to minimum eligibility requirements. Please direct any questions to Project Planner Kelsey Lang at KLang@smcgov.org.

This item was heard and recommended the non-renewal of the Williamson Act Contract at the October 19, 2020 AAC meeting. The appeal was upheld by the Board of Supervisors at their December 8, 2020 hearing.

4. Owner/ Applicant: William Sorich Trust
County File Number: PLN 2020-00224
Location: 22330 Skyline Boulevard, La Honda
APN: 080-400-030

Consideration of a County initiated Williamson Act Contract non-renewal as staff is unable to determine if ongoing commercial agriculture is present on the property due to a lack of documentation provided by the property owner. Please direct any questions to Project Planner Kelsey Lang at KLang@smcgov.org.

This item was heard and recommended for non-renewal at the November 19, 2020 AAC meeting. The proposed County-initiated non-renewal was approved by the Board of Supervisors on November 10, 2020.

5. Owner/ Applicant: Harold Segelstad
County File Number: PLN 2020-00225
Location: 3300 Bear Gulch Road, Woodside
APN: 081-360-010

Consideration of a County initiated Williamson Act Contract non-renewal as the land owner has stated that the land is not being used to graze cattle but for silviculture which is not a qualifying land use under the Williamson Act regulations. Please direct any questions to Project Planner Kelsey Lang at KLang@smcgov.org.

This item was heard and recommended for non-renewal at the November 19, 2020 AAC meeting. The proposed County-initiated non-renewal was approved by the Board of Supervisors on November 10, 2020.

UPCOMING PLANNED AGRICULTURAL DISTRICT PERMIT PROJECTS

No PAD permit applications were submitted during this time period.

COASTAL DEVELOPMENT EXEMPTIONS FOR AGRICULTURAL PROJECTS

Three rural CDX applications were submitted during this time period. Please see the attached status report regarding the applications. The CDX list includes the description of the projects and their status. Copies of the CDXs are available for public review upon request.

ADDITIONAL ANNOUNCEMENTS

1. On December 8, 2020 the Board of Supervisors approved a resolution adopting a new Building Permit and Inspection Fee Schedule. These new fees become effective January 15, 2021. The staff report and the new fee schedule can be found on the Board of Supervisors website here:
<https://sanmateocounty.legistar.com/LegislationDetail.aspx?ID=4713455&GUID=D0DD2C1E-3043-44D8-959E-D5662C7DD06F&Options=&Search=>
2. The following questions were raised at the December 14, 2020 AAC Meeting. Staff has responded below:
 - a. Potential changes to Cal-Fire regulations that would cause rural access roads to be paved.

Staff Response: Staff has contacted Cal-Fire in response to this inquiry. Cal-Fire has stated that no recent changes have been made to their County or Coastside Standards. Standards for road access can be viewed here:
<https://www.coastsidefire.org/fire-prevention-bureau-standards>
<https://www.cfsfire.org/fire-marshall/county-standards/>
 - b. An inquiry was made regarding who the current Fire Marshal is.

Staff Response: Mr. Gary Silva is the current Fire Marshal. The Fire Marshal's Office can be reached at 650-345-1612.
3. The next regular meeting of the AAC falls on February 15, 2021 which is a County Holiday. This meeting will be cancelled. A subsequent February will be scheduled but is currently TBD.
4. AAC meetings will be held via videoconference until further notice to adhere to social distancing guidelines.

COUNTY OF SAN MATEO

Count Distinct(RECORD ID)
3

Permit Number	RECORD NAME	DATE OPENED	DESCRIPTION	APN	ADDR FULL LINE1	RECORD STATUS
PLN2020-00423	AG WELL	11/30/2020	CDX to drill agricultural well. This well is intended to replace the creek withdrawals. Proposed well site is approximately 130 feet from the septic system and behind barn.	066310080	VERDE RD, HALF MOON BAY, CA null	Approved
PLN2020-00469	COFFEE CART	12/29/2020	CDX to install an 8' x 20' mobile coffee cart in place of the tractor digging exhibit to serve coffee and snack foods.	056360330	SAN MATEO RD, HALF MOON BAY, CA null	Approved
PLN2020-00433	CULVERT REPLACEMENT	12/4/2020	CDX to replace existing culvert under driveway access to Wilbur's Watch Parking Lot.	086310010	PIGEON POINT RD, PESCADERO, CA null	Approved