



County of San Mateo Planning & Building Department Agricultural Advisory Committee

John Vars, Chair
Natalie Sare, Vice Chair
Lauren Silberman, Secretary
Cole Mazariegos-Anastassiou

Dr. Igor Lacan
James Oku
Jess Brown
Jim Howard

Jonathan Winslow
Koren Widdel
Peter Marchi
Ryan Casey

County Office Building
455 County Center, 2nd Floor
Redwood City, California 94063
650/363-1825
planning.smcgov.org

Regular Meeting

Date: Monday, August 14, 2023
Time: 6:00 p.m. to 8:00 p.m.
Place: Ted Adcock Community Center – South Day Room
535 Kelly Avenue, Half Moon Bay, California

*****IN-PERSON WITH REMOTE PUBLIC PARTICIPATION AVAILABLE*****

This meeting of the Agricultural Advisory Committee will be at the Ted Adcock Community Center, South Day Room, at 535 Kelly Avenue, Half Moon Bay, California. Members of the public will be able to participate in the meeting in person at the Ted Adcock Community Center, South Day Room, or remotely via the Zoom platform. For information regarding how to participate in the meeting, either in person or remotely, please refer to the instructions below.

Remote Public Participation Option

1. The August 14, 2023 Agricultural Advisory Committee meeting may be accessed remotely by members of the public through Zoom online at: <https://smcgov.zoom.us/j/96381074097>. **The meeting ID is: 963 8107 4097.** The meeting may also be accessed via telephone by dialing +1 669-900-6833 (Local). **Enter the meeting ID: 963 8107 4097** and 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.

*Written public comments may be emailed to oboo@smcgov.org, and such written comments should indicate the specific agenda item on which you are commenting.

***Please see instructions for written and spoken public comments below.**

ADA Requests

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 meeting, should contact Olivia Boo, Planning Liaison, as early as possible but no later than 10:00 a.m. on the business day before the meeting at (650) 363-1818 and/or oboo@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.

***Instructions for Public Comment During Meeting**

Members of the public may address the Members of the Agricultural Advisory Committee as follows:

***Written Comments:**

Written public comments may be emailed in advance of the meeting. Please read the following instructions carefully:

1. Your written comment should be emailed to oboo@smcgov.org.
2. Your email 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 or is on the consent agenda.
3. If your emailed comment is received by 5:00 p.m. on the business day before the meeting, it will be provided to the Members of the Agricultural Advisory Committee and made publicly available on the agenda website under the specific item to which your comment pertains. If emailed comments are received after 5:00 p.m. on the business day before the meeting, the Planning Liaison will make every effort to either (i) provide such emailed comments to the Agricultural Advisory Committee and make such emails publicly available on the agenda website prior to the meeting, or (ii) read such emails during the meeting. Whether such emailed comments are forwarded and posted, or are read during the meeting, they will still be included in the administrative record.

***Spoken Comments**

If you wish to speak to the Agricultural Advisory Committee, please fill out a speaker's slip and hand it to the Committee Secretary. If you have anything that you wish distributed to the Agricultural Advisory Committee and included in the official record, please hand it to the Committee Secretary who will distribute the information to the Agricultural Advisory Committee members and staff.

If participating by Zoom, please click on the "raise hand" feature or *9 if calling in on a phone. Once the Chair calls on you to speak, you will be activated and/or unmuted to speak.

***Additional Information:**

Public records that relate to any item on the agenda for a regular meeting are available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members of the Agricultural Advisory Committee.

MATERIALS PRESENTED FOR THE MEETING:

Applicants and members of the public may 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. To subscribe to the Agricultural Advisory Committee agenda mailing list, please “subscribe” to email updates at the above website link.

CORRESPONDENCE TO THE COMMITTEE:

Olivia Boo, Agricultural Advisory Committee Liaison
455 County Center, 2nd Floor
Redwood City, CA 94062
(650) 363-1818
Email: oboo@smcgov.org

NEXT MEETING:

The next regularly scheduled Agricultural Advisory Committee meeting is on September 11, 2023.

AGENDA
6:00 p.m.

1. **Call to Order**
 2. **Member Roll Call**
 3. **Membership Recognitions** for outgoing and incoming members.
 4. **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.
 5. **Committee Member Update(s) and/or Questions** to allow Committee Members to share news and/or concerns for items not on the agenda.
 6. **Consideration of Meeting Minutes** for the August 8, 2022, October 17, 2022, November 14, 2022, and February 13, 2023 AAC meetings.
 7. **Community Development Director’s Report.** (*Planning Liaison*)
-

Regular Agenda

8. **INFORMATION ITEM** on Proposition 19 related to transfers of a family farm between parents and their children without causing a change in ownership for property tax purposes. Speaker: James Bonnin, Principal Appraiser at the Office of Mark Church Assessor-County Clerk-Recorder & Chief Elections Officer.
9. **Consideraton of AAC Recommendation Letter** to San Mateo County Planning and Building Department on Agritourism Guideline Updates.

Action Request: That the AAC approve the Recommendation Letter.

-
10. **Adjournment**

Roll Sheet – August 14, 2023

Agricultural Advisory Committee

	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	July	Aug
Voting Members													
James Oku Farmer	X	X	X		X	X	X	X		X	X	X	
Natalie Sare Farmer	X	X	X	X		X			X	X	X	X	
John Vars Farmer	X	X	X	X	X	X	X	X	X	X	X	X	
Peter Marchi Farmer	X	X	X	X	X	X		X	X	X	X	X	
Ryan Casey Farmer	X	X	X	X	X		X	X	X	X	X	X	
Cole Mazariegos- Anastassiou Farmer													
Jonathan Winslow Public Member	X	X		X	X		X	X	X	X	X	X	
Lauren Silberman Ag Business	X		X	X		X	X	X			X	X	
**Vacant Farmer													
**Vacant Public Member	X	X			X	X	X						
**Vacant Conservationist	X	X			X	X							
Non-Voting Members													
Natural Resource Conservation Staff: Jim Howard													
San Mateo County Agricultural Commissioner: Koren Widdel	X	X		X	X	X	X	X	X	X		X	
Farm Bureau Executive Director: Jess Brown	X	X	X		X		X	X	X				
UC Co-Op Extension Representative: Dr. Igor Lacan										X			
Planning Liaison													
San Mateo County Planning Liaison: Olivia Boo	X	X	X	X	X	X	X	X	X	X	X	X	
X: Present Blank Space: Absent or Excused Grey Color: No Meeting *Special Meeting **Position vacant													



COUNTY OF SAN MATEO - PLANNING AND BUILDING DEPARTMENT

ITEM

6



County of San Mateo Planning & Building Department Agricultural Advisory Committee

John Vars
Koren Widdel
Jess Brown
Jim Howard

Frank McPherson
Judith Humburg
Lauren Silberman
Louie Figone

William Cook
Peter Marchi
Natalie Sare
Fred Crowder

Ryan Casey
James Oku
Jonathan Winslow

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

ACTION MINUTES

Draft

Monday August 8, 2022

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 Summer Burlison at SBurlison@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.

A full recording of this meeting can be accessed on the official government YouTube channel of the County of San Mateo [here](#).

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, Committee Chair John Vars called the meeting to order at 7:03 p.m.

2. **Member Roll Call**

Regular Committee Members Present:

Judith Humburg
James Oku
Natalie Sare
Louie Figone
Jonathan Winslow
John Vars
William Cook
Peter Marchi
Ryan Casey
Fred Crowder
Lauren Silberman

Regular Committee Members Absent:

None

Nonvoting Committee Members Present:

Koren Widdel, San Mateo County Agricultural Commissioner
Jess Brown, San Mateo County Farm Bureau Executive Director

Nonvoting Committee Members Absent:

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

Planning Liaison Present:
 Summer Burlison, Planning Staff Liaison

3. **Adopt a Resolution** that, as a result of the continuing COVID-19 pandemic state of emergency, meeting in person would present imminent risks to the health and safety of attendees.

PUBLIC SPEAKERS:

None

COMMITTEE ACTION:

Committee Secretary Lauren Silberman moved, and Committee Member Bill Cook seconded, a motion to adopt the above resolution.

Motion passed 11-0-0, with no absent members.

4. **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.

None

5. **Committee Member Update(s) and/or Questions** to allow Committee Members to share news and/or concerns for items not on the agenda.

- Koren Widdel, San Mateo County Agricultural Commissioner, shared the following:
 - Avian Influenza has been found in California wild bird populations, so those with poultry should take biosecurity measures to protect their flock.
 - The County's new Farmworker Affairs Commission is being formed, and applications are currently open. There is a committee spot set aside for an AAC representative.
- Louie Figone, Committee Member, asked how the recent pesticide disposal event went in Pescadero. Agricultural Commissioner Widdel shared that it was well received with 27 participants who disposed of over five tons of a variety of pesticides.
- Summer Burlison, Planning Liaison, shared about the upcoming 50th Anniversary celebration event for MROSD on September 10, 2022 at the historic Johnston House in Half Moon Bay.

6. **Consideration of the Action Minutes** for the April 11, 2022, May 9, 2022, and July 11, 2022 AAC meetings.

The committee discussed the minutes before moving to approve as detailed below.

Committee Member Fred Crowder moved, and Committee Member Bill Cook seconded, a motion to approve the April 11, 2022 minutes.

Motion passed 10-0-1, with no absent members and one abstention due to meeting attendance.

Committee Member Bill Cook moved, and Committee Member Judith Humburg seconded, a motion to approve the May 9, 2022 minutes.

Motion passed 9-0-2, with no absent members and two abstentions due to meeting attendance.

Committee Member Fred Crowder moved, and Committee Member Judith Humburg seconded, a motion to approve the July 11, 2022 minutes.

Motion passed 9-0-2, with no absent members and two abstentions due to meeting attendance.

7. **Committee Discussion and Update** on the 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:

None

COMMITTEE ACTION:

No action required. Agricultural Commissioner Koren Widdel shared that the County remains at a high community case level. The Committee discussed the continued availability of Covid-19 testing and vaccinations available across the County and if there is a need to keep this as an agenda item.

Committee Member Fred Crowder moved, and Committee Secretary Lauren Silberman seconded, a motion to remove this item from future agendas unless a situation arises where the committee sees fit to add it back to the agenda.

Motion passed 11-0-0, with no absent members.

8. **Committee Discussion** on action steps for market development for San Mateo County's agricultural production and potential.

PUBLIC SPEAKERS:

Adria Arko

COMMITTEE ACTION:

No action required. The Committee discussed the project working group hosted by the San Mateo Resource Conservation District (RCD) that is meeting privately over the next six months, that this working group is separate from the Bay Cities related project being led by the Farm Bureau, and whether to keep this item on the agenda monthly.

Member of the public Adria Arko, San Mateo County Agricultural Ombudsman, shared that there are no updates beyond what was shared last month.

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

PUBLIC SPEAKERS:

None

COMMITTEE ACTION:

No action required. The Committee reviewed the items on this month's report.

Regular Agenda

10. **Owner:** County of San Mateo; La Honda Pescadero Unified School District
Applicant: County of San Mateo
File Number: PLN 2021-00056
Location: County Fire Station #59 located at 1200 Pescadero Creek Road; replacement County Fire Station #59 and La Honda Pescadero Middle/High School located at 330 Butano Cut-Off.
Assessor's Parcel No.: 086-150-050; 087-053-010, respectively

Consideration of a Local Coastal Program amendment to facilitate the future construction of a replacement fire station (County Fire Station Number 59) and extension of CSA-11 to serve the fire station and Pescadero Middle/High School located at 350-360 Butano Cut-Off. **This item is continued from the June 13, 2022 AAC meeting to allow time for Planning staff to respond to questions and gather additional requested information.** Please direct questions to Michael Schaller, Senior Planner, at MSchaller@smcgov.org.

PUBLIC SPEAKERS:

Dante Silvestri

COMMITTEE ACTION:

Senior Planner Michael Schaller gave a presentation to review the Memo prepared and provided to the Committee in response to questions raised at the June 2022 meeting. The Committee discussed related water infrastructure, how the County will meet the requirement to acquire compensatory soils displaced by the project, the frequency and location of emergency calls the fire station responds to, and that the County is formally requesting a vote on this project.

Member of the public Dante Silvestri addressed several discussion points and raised questions regarding the CSA-11 infrastructure, system needs, and steering committee engagement.

Committee Member Fred Crowder moved, and Committee Secretary Lauren Silberman seconded, a motion to support the County project as proposed/drafted pending the outcome of other regulatory criteria, some of which are still to be investigated.

Motion failed 1-9-1, with no absent members and one abstention.

Committee Secretary Lauren Silberman moved, and Committee Member Fred Crowder seconded, a motion to continue remaining discussions and agenda items to the next AAC meeting due to time.

Motion passed 11-0-0, with no absent members.

10. **Committee Review of (AAC) Subcommittee Meeting Notes on Agritourism Guidelines.** Topics to be focused on at the meeting will be the Subcommittee Meeting Notes as provided in the accompanying Discussion Guide on: Length/Frequency of Agritourism Uses and Farm Dinners.

PUBLIC SPEAKERS:

None

COMMITTEE ACTION:

Based on the previous motion, the Committee will discuss this agenda item at the next scheduled AAC meeting.

11. **Adjournment**

Meeting was adjourned at 9:14 p.m. by Committee Chair John Vars.



County of San Mateo Planning & Building Department Agricultural Advisory Committee

John Vars
Koren Widdel
Jess Brown
Jim Howard

Frank McPherson
Judith Humburg
Lauren Silberman
Louie Figone

William Cook
Peter Marchi
Natalie Sare
Fred Crowder

Ryan Casey
James Oku
Jonathan Winslow

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

ACTION MINUTES

Draft

Monday October 17, 2022

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 Summer Burlison at SBurlison@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.

A full recording of this meeting can be accessed on the official government YouTube channel of the County of San Mateo at: https://www.youtube.com/watch?v=Jelh_RSleHg.

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, Committee Chair John Vars called the meeting to order at 7:05 p.m.

2. **Member Roll Call**

Regular Committee Members Present:

James Oku
Natalie Sare
John Vars
Peter Marchi
Ryan Casey
Lauren Silberman

Regular Committee Members Absent:

Judith Humburg
Louie Figone
Jonathan Winslow
William Cook
Fred Crowder

Nonvoting Committee Members Present:

Jess Brown, San Mateo County Farm Bureau Executive Director

Nonvoting Committee Members Absent:

Koren Widdel, San Mateo County Agricultural Commissioner
Jim Howard, Natural Resource Conservation Staff

Frank McPherson, UC Co-Op Extension Representative

Planning Liaison Present:

Summer Burlison, Planning Staff Liaison

3. **Adopt a Resolution** that, as a result of the continuing COVID-19 pandemic state of emergency, meeting in person would present imminent risks to the health and safety of attendees.

PUBLIC SPEAKERS:

None

COMMITTEE ACTION:

Committee Secretary Lauren Silberman moved, and Committee Chair Jon Vars seconded, a motion to adopt the above resolution.

Motion passed 6-0-0, with five absent members.

4. **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.

None

5. **Committee Member Update(s) and/or Questions** to allow Committee Members to share news and/or concerns for items not on the agenda.

- Lauren Silberman shared that she is planning to move out of the County and will be ending her term and transitioning off the Committee as that happens. She also shared that the first meeting of the County's new Farmworker Affairs Coalition will take place on Wednesday November 16, 2022, at the Half Moon Bay Library.
- Summer Burlison shared that Bill Cook and Louie Figone will also be transitioning off the committee and answered questions about the process to recruit members to fill these vacancies.

6. **Committee Discussion** on action steps for market development for San Mateo County's agricultural production and potential.

PUBLIC SPEAKERS:

None

COMMITTEE ACTION:

No action required. The Committee determined there were no relevant project updates to share.

7. **Officer Elections** for chair and vice chair. *(These positions are required to be filled by farmers.)*

PUBLIC SPEAKERS:

None

COMMITTEE ACTION:

The Committee discussed the difficulty of conducting officer elections with so many members absent during this meeting.

Committee Chair Jon Vars moved, and Committee Member Peter Marchi seconded, a motion to delay officer elections to the next meeting so more members can participate.

Motion passed 6-0-0, with five absent members.

8. Community Development Director’s Report

PUBLIC SPEAKERS:

None

COMMITTEE ACTION:

No action required. The Committee reviewed the items on this month’s report.

Consent Agenda

9. **Owner:** Daniel and Natalie Sare
Applicant: Natalie Sare
File Number: PLN 2022-00248
Location: 78 Pilarcitos Creek Road, Half Moon Bay (unincorp.)
Assessor’s Parcel No.: 056-380-110

Consideration of an Agritourism Event Permit for the upcoming winter holiday tree season, November 20, 2022 – December 24, 2022. No operational changes are proposed from last season. Please direct any questions to Project Planner Tiare Pena at TPena@smcgov.org.

PUBLIC SPEAKERS:

None

COMMITTEE ACTION:

The Applicant clarified that the correct event dates are November 19, 2022 to January 3, 2023. The Committee discussed moving this item to the Regular Agenda to make needed updates to the event details before voting on this project.

Committee Secretary Lauren Silberman moved, and Committee Chair Jon Vars seconded, a motion to move this agenda item to the Regular Agenda.

Motion passed 5-0-1, with no absent members and one abstention by Committee Member Natalie Sare as she is also this project’s applicant.

Committee Secretary Lauren Silberman moved, and Committee Chair Jon Vars seconded, a motion to approve this project with the updated dates of November 19, 2022 to January 3, 2023.

Motion passed 5-0-1, with no absent members and one abstention by Committee Member Natalie Sare as she is also this project’s applicant.

Regular Agenda

10. **Owner:** Therese Smith

Applicant: Therese Smith
File Number: PLN 2022-00058
Location: 1585 Sunshine Valley Road, Moss Beach
Assessor's Parcel No.: 037-053-080

Consideration of a Coastal Development Permit, Resource Management – Coastal Zone Permit, and Use Permit to propose two new farm labor housing units and a new septic system. The farm labor housing units will utilize an existing domestic well on site. There is minimal grading proposed, no tree removal, and minimal vegetation removal. The project is appealable to the California Coastal Commission. Please direct questions to Olivia Boo, Planner III, at OBoo@smcgov.org.

Action Request: That the AAC provide a recommendation to the Zoning Hearing Officer on the proposed project.

PUBLIC SPEAKERS:

None

COMMITTEE ACTION:

The Applicant provided context regarding the project. The Committee discussed the existing infrastructure on the property, needed water infrastructure updates, support for the development on new farm labor housing, and the related agricultural operations.

Committee Member Peter Marchi moved, and Committee Secretary Lauren Silberman seconded, a motion to approve this project.

Motion passed 6-0-0, with five absent members.

- 11. **Committee Review of (AAC) Subcommittee Meeting Notes on Agritourism Guidelines.** Topics to be focused on at the meeting will be the Subcommittee Meeting Notes as provided in the accompanying Discussion Guide on: Length/Frequency of Agritourism Uses and Farm Dinners.

PUBLIC SPEAKERS:

None

COMMITTEE ACTION:

No action taken. The Committee discussed the desire to only expand activities allowed by the existing guidelines; the need to incorporate set-up/breakdown time in length of permitted events; options to extend days allowed for consecutive day events; what event timing/frequency would trigger the need for a Planned Agricultural District (PAD) permit; options for allowed permitted non-consecutive day events; and increasing the amount of farm dinners allowed annually.

- 12. **Adjournment**

Meeting was adjourned at 9:02 p.m. by Committee Chair John Vars.



County of San Mateo Planning & Building Department Agricultural Advisory Committee

John Vars
Koren Widdel
Jess Brown
Jim Howard

Frank McPherson
Judith Humburg
Lauren Silberman

Fred Crowder
Peter Marchi
Natalie Sare

Ryan Casey
James Oku
Jonathan Winslow

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

ACTION MINUTES

Draft

Monday November 14, 2022

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 Summer Burlison at SBurlison@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.

A full recording of this meeting can be accessed on the official government YouTube channel of the County of San Mateo at: <https://www.youtube.com/watch?v=8gODdSV0tIQ>.

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, Committee Chair John Vars called the meeting to order at 7:07 p.m.

2. **Member Roll Call**

Regular Committee Members Present:

Natalie Sare
Jonathan Winslow
John Vars
Peter Marchi
Ryan Casey
Lauren Silberman

Regular Committee Members Absent:

Judith Humburg
James Oku
Fred Crowder

Nonvoting Committee Members Present:

Koren Widdel, San Mateo County Agricultural Commissioner
Summer Burlison, Planning Staff Liaison

Nonvoting Committee Members Absent:

Jess Brown, San Mateo County Farm Bureau Executive Director
Jim Howard, Natural Resource Conservation Staff
Frank McPherson, UC Co-Op Extension Representative

Planning Liaison Present:

Summer Burlison, Planning Staff Liaison

3. **Adopt a Resolution** that, as a result of the continuing COVID-19 pandemic state of emergency, meeting in person would present imminent risks to the health and safety of attendees.

PUBLIC SPEAKERS:

None

COMMITTEE ACTION:

Committee Secretary Lauren Silberman moved, and Committee Member Jonathan Winslow seconded, a motion to adopt the above resolution.

Motion passed 6-0-0, with three absent members.

4. **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.
- Kerry Burke, Land Use Consultant, shared that these lighter agendas are great opportunities for presenting the training items the Committee previously requested.
 - Dante Silvestri, Local Cattle Rancher, asked about when the Committee will return to in person meetings, which is currently anticipated for March 2023.
 - Adria Arko, San Mateo County Agricultural Ombudsman, shared that the San Mateo Resource Conservation District (RCD) is hosting a workshop about preparing to farm in the face of climate change at the Half Moon Bay Library on December 10, 2022.
5. **Committee Member Update(s) and/or Questions** to allow Committee Members to share news and/or concerns for items not on the agenda.
- Peter Marchi, Committee Member, asked about member agenda packets, which will no longer be mailed out in hard copy. Instead, meeting packets will be shared via email moving forward and can be found on the County's website.
 - Koren Widdel, San Mateo County Agricultural Commissioner, shared the following:
 - The County Department of Agriculture is hosting their annual Grower's Workshop on December 6, 2022, which will count for two hours of continuing education.
 - Private applicator regulations will change starting on January 1, 2024, which institutes a new certification/renewal process. The Department of Agriculture has resources available to help all farmers with the related exams.
 - The first meeting of the County's new Farmworker Affairs Commission will take place on November 16, 2022, at the Half Moon Bay Library, with Chair Jon Vars serving as the AAC Liaison member.
 - Summer Burlison, Planning Liaison, shared about the Committee vacancies and process to recruit, vet, and appoint new members as well as the County's process for reviewing and updating the Committee's bylaws in response to last month's discussion.
 - Lauren Silberman, Committee Secretary, shared that she will stay on as a voting member of the Committee until more vacancies are filled and the Secretary role can be handed over.
6. **Committee Discussion** on action steps for market development for San Mateo County's agricultural production and potential.

PUBLIC SPEAKERS:

Adria Arko

COMMITTEE ACTION:

No action required. The Committee discussed the working group’s activities and a desire to remove this as a monthly agenda item.

Member of the public Adria Arko, San Mateo County Agricultural Ombudsman, shared that the working group continues to meet and is looking into several models for food hubs.

Committee Secretary Lauren Silberman moved, and Committee Member Natalie Sare seconded, a motion to remove this discussion as a monthly agenda item with the understanding that the Committee will continue to receive regular updates regarding this project.

Motion passed 6-0-0, with three absent members.

- 7. **Officer Elections** for chair and vice chair. This is a continuation from the October 17, 2022 meeting *(These positions are required to be filled by farmers.)*

PUBLIC SPEAKERS:

None

COMMITTEE ACTION:

The Committee discussed that these positions must be filled by a farmer/grower member, who is interested in serving in these roles, and nominated John Vars as Chair and Natalie Sare as Vice Chair.

Committee Secretary Lauren Silberman moved, and Committee Member Jonathan Winslow seconded, a motion to elect John Vars as Chair and Natalie Sare as Vice Chair of the committee for the coming year.

Motion passed 6-0-0, with three absent members.

Committee Chair Jon Vars appointed Lauren Silberman to continue serving as Committee Secretary until another Secretary can be appointed.

- 8. **Community Development Director’s Report**

PUBLIC SPEAKERS:

None

COMMITTEE ACTION:

No action required. The Committee reviewed the items on this month’s report and asked follow-up questions about the status of PLN 2021-00056 regarding County Fire Station #59.

Regular Agenda

- 9. **Committee Review of (AAC) Subcommittee Meeting Notes on Agritourism Guidelines.** Topics to be focused on at the meeting will be the Subcommittee Meeting Notes as provided in the accompanying Discussion Guide on: Length/Frequency of Agritourism Uses and Farm Dinners.

PUBLIC SPEAKERS:

None

COMMITTEE ACTION:

No action taken. The Committee reviewed previous discussion on this item, the updated discussion guide, and focused continued conversation on the length and frequency of allowed agritourism activities. The Committee brainstormed and finalized a variety of recommended changes to the Agritourism Guidelines regarding consecutive day events, non-consecutive day events, and farm dinners.

10. Adjournment

Meeting was adjourned at 8:55 p.m. by Committee Chair John Vars.



County of San Mateo Planning & Building Department Agricultural Advisory Committee

John Vars
Koren Widdel
Jess Brown
Jim Howard

Frank McPherson
Judith Humburg
Lauren Silberman
Ryan Casey

James Oku
Peter Marchi
Natalie Sare
Fred Crowder

Jonathan Winslow

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

ACTION MINUTES

Draft

Monday February 13, 2023

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 Summer Burlison at SBurlison@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.

A full recording of this meeting can be accessed on the official government YouTube channel of the County of San Mateo [here](#).

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, Committee Chair John Vars called the meeting to order at 7:05 p.m.

2. **Member Roll Call**

Regular Committee Members Present:

Judith Humburg
James Oku
Jonathan Winslow
John Vars
Ryan Casey
Lauren Silberman

Regular Committee Members Absent:

Natalie Sare
Peter Marchi
Fred Crowder

Nonvoting Committee Members Present:

Koren Widdel, San Mateo County Agricultural Commissioner
Jess Brown, San Mateo County Farm Bureau Executive Director

Nonvoting Committee Members Absent:

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

Planning Liaison Present:

Summer Burlison, Planning Staff Liaison

3. **Adopt a Resolution** that, as a result of the continuing COVID-19 pandemic state of emergency, meeting in person would present imminent risks to the health and safety of attendees.

PUBLIC SPEAKERS:

None

COMMITTEE ACTION:

Committee Chair John Vars moved, and Committee Secretary Lauren Silberman seconded, a motion to adopt the above resolution.

Motion passed 6-0-0, with three absent members.

4. **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.

None

5. **Committee Member Update(s) and/or Questions** to allow Committee Members to share news and/or concerns for items not on the agenda.

- Lauren Silberman, Committee Secretary, shared updates regarding the process and timeline for finalizing the Committee's recommendation regarding Agritourism Guidelines updates.
- Judith Humburg, Committee Member, shared that she will be stepping back from the Committee.
- Summer Burlison, Planning Liaison, shared that Committee Member Fred Crowder has also stepped down from serving on the Committee.
- Koren Widdel, San Mateo County Agricultural Commissioner, shared the following:
 - Details regarding disaster assistance for agricultural producers in response to this winter's storm damage, including estimated damages countywide.
 - The Department of Agriculture will host a fieldworker pesticide safety training on February 21, 2023 in Pescadero.

6. **Briefing** on San Mateo County's response to the January 23, 2023 Half Moon Bay shootings.

PUBLIC SPEAKERS:

Rob Skinner

COMMITTEE ACTION:

No action required. Steve Monowitz, Community Development Director, made a presentation to the Committee regarding the recent shootings and County response. The Committee discussed the immediate response to provide emergency housing and support services to those affected, upcoming Board of Supervisors vote to provide funding for ongoing support, open investigations into the shootings, how the incident has renewed interest in ensuring farm employee housing is safe and properly permitted, the interdepartmental task force formed to audit county farmworker housing, the existing infrastructure and bureaucratic barriers that limit the ability to build new farm labor housing units, and the desire to develop more off-farm housing options for farmworkers.

Member of the public Rob Skinner shared his experience working with the Pescadero Municipal Advisory Council (PMAC) and their recent discussions regarding farm labor housing. He identified

the immediate need to ensure there are no unhoused farmworkers, the medium term need to collaborate with farmers on bringing existing farm labor housing units up to code, and the long term need to provide new sustainable housing units for farmworkers.

Regular Agenda

7. **Discussion and consideration** on options for returning to in-person public meetings, effective March 1, 2023.

Action Request: That the AAC provide recommendation for Planning staff's consideration on a preferred plan for returning to in-person meetings.

PUBLIC SPEAKERS:

Rob Skinner

COMMITTEE ACTION:

Sophie Mintier, Assistant Director of Planning & Building, made a presentation regarding the transition back to in-person meetings. The Committee discussed the end of the Governor's emergency order and the requirement for Brown Act committees to return to in-person meetings, how to continue allowing the public to participate in meetings remotely, shifting the time and location of committee meetings to accommodate staff and public participation, and the tech support needed to allow staff to participate remotely.

Member of the public Rob Skinner shared PMAC's positive experience using the Owl device to facilitate hybrid meetings with remote participation for in-person meetings.

Committee Chair John Vars moved, and Committee Member Jonathan Winslow seconded, a motion to adopt a preferred plan of a new meeting time in Half Moon Bay (specific location TBD) at 5:30-7:30 p.m. and as a hybrid meeting to allow participation by County staff and the public.

Motion passed 6-0-0, with three absent members.

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

PUBLIC SPEAKERS:

None

COMMITTEE ACTION:

No action required. The Committee reviewed the items on this month's report.

9. **Adjournment**

Meeting was adjourned at 8:38 p.m. by Committee Chair John Vars.



COUNTY OF SAN MATEO - PLANNING AND BUILDING DEPARTMENT

ITEM

7

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

DATE: August 4, 2023

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

CONTACT INFORMATION: Olivia Boo, Planner III, OBoo@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 Division from June 30, 2023 to August 4, 2023.

PLANNED AGRICULTURAL DISTRICT (PAD) PERMIT OUTCOMES

No PAD permit applications were heard or considered by the Board of Supervisors and/or Planning Commission during this time period.

UPCOMING PLANNED AGRICULTURAL DISTRICT PERMIT PROJECTS

No PAD permit applications were received by the Planning Division during this time period.

COASTAL DEVELOPMENT EXEMPTIONS FOR AGRICULTURAL PROJECTS

There were no CDX applications submitted during this time period.

OTHER PROJECTS

- a. **Owner:** Warwick Mobile Home Park LLC, c/o John Franklin
 Applicant: Joseph Denny
 File Number: PLN2023-00234
 Location: Cabrillo Highway, San Gregorio
 Assessor's Parcel No.: 066-330-130, 066-330-150

Coastal Development Permit (CDP) for an unpermitted concrete pad, retaining wall, and gate built on vacant land, associated with violation case, VIO2022-00194. The CDP is appealable to the California Coastal Commission. Application received July 25, 2023; Project Planner: Olivia Boo, OBoo@smcgov.org. ***The application does not require review by the AAC.***

- b. **Owner:** SKRRR, LLC
 Applicant: SKRRR, LLC
 File Number: PLN2023-00237
 Location: 37 Frenchmans Creek Road, Rural Midcoast
 Assessor's Parcel No.: 048-320-020

Williamson Act Contract cancellation, owner initiated. Application received July 26, 2023; Project Planner: Angela Chavez, AChavez@smcgov.org. ***The application will require review by the AAC.***

ADDITIONAL ANNOUNCEMENTS

1. AAC vacancy update.



COUNTY OF SAN MATEO - PLANNING AND BUILDING DEPARTMENT

ITEM

9

AAC Letter Regarding Recommended Updates to the Agritourism Guidelines

August 14, 2023

San Mateo County Planning and Building Department
455 County Center, 2nd Floor
Redwood City, California 94063

Re: Recommended Updates to the Agritourism Guidelines

Dear San Mateo County Planning and Building Department:

The Agricultural Advisory Committee (“the AAC”) has concluded a review of the existing Agritourism Guidelines in order to make recommended updates to the agricultural tourism activities allowed in San Mateo County. This review and subsequent recommendations were conducted at the request of farmers and ranchers in the County of San Mateo who are seeking additional measures to increase the economic viability of their agricultural operations.

The AAC is committed to maintaining the existing goals of the Agritourism Guidelines, especially that all agritourism uses are secondary and supplemental to existing agricultural uses of the land. Additionally, the AAC is making these recommendations with the goal of expanding the permitted uses under the Agritourism Guidelines; please note that these recommendations are not made to limit the existing agritourism uses and activities that require a permit in any way.

The existing Agritourism Guidelines were originally developed to support the direct farm to consumer sales of pumpkins during the Halloween season and Christmas trees during the December holiday season, allowing two 45-day agritourism permits per year designed for these two crops. However, there are many more crops and agricultural products produced across San Mateo County that could be supported through an expansion of allowed agritourism activities.

As such, the AAC formally recommends the following updates to the Agritourism Guidelines:

- **Recommendation #1: Expand Consecutive Day Events**
 - Expand the timing of allowed consecutive day events from two 45-day events to two 60-day events.
 - Allow multiple timing options for permitted consecutive day events, such as:
 - One 120-day event;
 - Two 60-day events;
 - Three 40-day events; or
 - Twelve 10-day events (to be capped at 12 events per year, or the equivalent of one event per month).
 - Consider adding set-up and breakdown days in permit timing.
 - Consider more flexibility in consecutive day timing because local tourism mostly occurs on weekends, even for consecutive day events that run through the weekdays.

- **Recommendation #2: Allow Non-Consecutive Day Events**
 - Increase permitted event options by allowing non-consecutive day events, in addition to consecutive day event options.
 - Since most tourism occurs on the weekend, allow weekend-only event permitting option from May through December with the option of up to 64 permitted event days. Across those eight months, there are 32 weekends, which would total 64 potential permitted weekend event days – roughly the equivalent of one 60-day consecutive day agritourism event.
 - Allow one agritourism application per year that would permit non-consecutive weekend events of the same type, to reduce the administrative burden on farmers for these non-consecutive day events.
 - Other related recommendations discussed included:
 - Limit the frequency to two 60 non-consecutive day events; or
 - Have a total number of non-consecutive event days allowed per year, to be used at the operator/permit holder’s discretion.

- **Recommendation #3: Expand Frequency of Allowed Farm Dinners**
 - Expand the allowed number of farm dinners from 12 per year to allow 48 to 60 farm dinners annually.
 - The baseline of 48 farm dinners per year would allow two farm dinners per weekend for six months per year, while the 60 farm dinners per year would be consistent with the 60-day consecutive or non-consecutive permitted events recommended above.

- **Recommendation #4: Remove ‘Recreational/Educational’ Descriptor from Other Types of Allowed Agritourism Activities**
 - Increase flexibility for allowed potential agritourism events by updating the language regarding the other types of allowed agritourism events detailed in the existing guidelines.
 - Specifically, change the wording of other types of allowed agritourism activities to read: “Other (types of) ~~recreational/educational~~ agritourism activities (not detailed above are) subject to review and approval of the CDD.”

We also recommend conducting educational outreach regarding any updates made to the Agritourism Guidelines once they are finalized. This will ensure the San Mateo County agricultural community is aware of the expanded uses and flexibility allowed by updated guidelines. We also recommend partnering with the Agricultural Ombudsman to conduct this outreach across the County.

Thank you for your time, consideration, and collaboration in making these recommended updates to expand the economic viability of agricultural operations in the County. We look forward to working together to finalize and implement the updated Agritourism Guidelines.

AAC Letter Regarding Recommended Updates to the Agritourism Guidelines

Signed,

Lauren Silberman, Committee Secretary, on behalf of the Agricultural Advisory Committee

This letter was finalized and approved at the AAC meeting held on August 14, 2023 with the following voting results:

AYES: ____ NAYS: ____ RECUSALS: ____ ABSENT: ____