



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
650/363-1829
Fax: 650/363-4849

Regular Meeting

****BY VIDEOCONFERENCE ONLY****

Date: Monday June 8, 2020
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.

Spoken Comments

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

1. The June 8, 2020 Agricultural Advisory meeting may be accessed through Zoom online at the **link** <https://smcgov.zoom.us/j/93183478974>. The **meeting ID** is: 931 8347 8974. The meeting may also be accessed via telephone by dialing +1 669-900-6833 (Local). Enter the meeting ID: 931 8347 8974, 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
Phone: 650/363-1829
Facsimile: 650/363-4849
Email: LRichstone@smcgov.org

NEXT MEETING:

The next regularly scheduled Agricultural Advisory Committee meeting will be held on July 13, 2020.

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 to Vote** on a proposal to amend the regularly scheduled meeting time to 7:00 p.m. to 9:00 p.m. year-around. This item was placed on the May 11, 2020 agenda and was approved without a motion on the table. The Committee shall vote on this proposal again with a motion to either approve or deny.
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REGULAR AGENDA

6. **Agritourism Memo** to clarify the Agritourism Permit review process and the definition of agritourism as requested by the AAC during its 2019 session.
 7. **Committee Discussion** on 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.
 8. **Consideration of the Action Minutes** for the May 11, 2020 regular meeting and the May 18, 2020 special 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 – February 2020 | | | | | | | | | | | | | | |
|--|------|------|-----|-------|------|-----|-----|-----|-----|-----|-----|-----|------|------|
| Agricultural Advisory Committee Attendance 2019-2020 | | | | | | | | | | | | | | |
| | June | July | Aug | Sept. | Oct. | Nov | Dec | Jan | Feb | Mar | Apr | May | May* | June |
| VOTING MEMBERS | | | | | | | | | | | | | | |
| Judith Humburg** Public Member | X | | | X | | X | | X | | X | X | X | X | |
| BJ Burns Farmer, Vice Chair | X | | | X | | X | | X | | X | X | X | X | |
| Natalie Sare* Farmer | X | | | X | | X | X | X | X | X | X | | | |
| Louie Figone Farmer | X | | | X | | X | X | | X | X | | X | X | |
| Cynthia Duenas** Public Member | | | | X | | X | X | | X | X | X | X | X | |
| John Vars Farmer | X | | | X | | | | X | X | X | X | X | X | |
| William Cook Farmer | X | | | X | | X | X | X | | | X | X | X | |
| Peter Marchi** Farmer | | | | X | | X | X | X | X | X | X | X | | |
| Robert Marsh Farmer, Chair | X | | | X | | X | X | X | X | X | | | | |
| Ron Sturgeon Conservationist | | | | X | | X | | X | X | X | X | X | X | |
| Lauren Silberman Ag Business | 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 | | |
| Farm Bureau Executive Director Jess Brown | X | | | X | | X | | | X | X | X | X | X | |
| San Mateo County Planning Staff Laura Richstone | | | | | | | | | | | X | X | X | |
| UC Co-Op Extension Representative Frank McPherson | X | | | | | | | X | | | 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

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MEMORANDUM

COUNTY OF SAN MATEO PLANNING AND BUILDING DEPARTMENT

DATE: May 29, 2020
TO: Agricultural Advisory Committee (AAC)
FROM: Laura Richstone, AAC Planning Liaison
SUBJECT: Agritourism Permit Process Clarification

The purpose of this memo is to respond to the request of the AAC that Planning Staff clarify how Agritourism Permits are processed and the difference between Agritourism uses that do and do not require permits.

Definitions

Agritourism - The act of visiting a working farm/ranch or agricultural operation for the purpose of enjoyment, education, or active involvement in the activities of the farm/ranch or agricultural operation that adds to the economic viability of the agricultural operation.

Compatible Use - A use that, as determined by the Community Development Director, will not diminish or interfere with existing or potential agricultural productivity, and can be accommodated without adverse impacts to the agricultural resources on site or surrounding areas.

Agritourism Permit Types

There are two types of Agritourism Permits:

Temporary Seasonal Agritourism Uses and Activities that Do Not Require Permits

Temporary seasonal visitor serving uses/activities and associated facilities limited in scale, elements, and time that support ongoing agriculture within the County. These uses/activities are limited to no more than 45 consecutive days or no more than two times per year. These applications are reviewed by the AAC and if found to be compatible with the long-term agricultural use of the land, time restrictions and Agritourism Guidelines, no Planned Agricultural District, Resource Management District, or Coastal Development Permits are required. Approval of these permits are issued by Planning Staff.

Examples include: Santa's Christmas Tree seasonal train ride/snacks etc., Cozzolino's pumpkin patch and hay ride etc.

Agritourism and Uses and Activities that Require a Permit

Uses/activities and associated facilities that occur for more than 45 consecutive days or more than two times per year that require either a Planned Agricultural District, Resource Management, Resource Management-Coastal Zone and/or, Coastal Development Permit. These applications are reviewed by the AAC and are either approved by Planning Staff, the Zoning Hearing Officer, or the Planning Commission depending on the required permits and scope of the project.

Examples include: Harley Farms, Lemos Farms, and Pastorino Farms.

Review Process

Applicants shall submit an Agritourism Permit application to the Planning and Building Department at minimum two months prior to the desired date of the agritourism event. This allows time for Planning Staff to: (1) review the application and accompanying materials for compliance with the Agritourism Guidelines and other applicable County Regulations, (2) compose a staff report to the AAC, and (3) place the item on the AAC agenda for consideration and recommendation.

For Temporary Seasonal Agritourism Uses and Activities that Do Not Require Permits, Planning Staff renders a decision on the project in, the form of a County signed and approved application form, within 10 days of the AAC recommendation.

For Agritourism and Uses and Activities that Require a Permit, a subsequent public hearing is required either before the Zoning Hearing Officer or Planning Commission for decision. These hearings typically occur 2-3 after the AAC hearing. A decision will be rendered at the public hearing and a formal decision letter is issued to applicants within 10 business days of the final decision.

Requests from the AAC

Per the feedback from the AAC, the Agritourism Application Form (attached) has been updated to identify when the application must be submitted to the Planning and Building Department. This form is available online on the Planning and Building website as a fillable pdf (link below) and at the Planning and Building Department office upon request.

<https://planning.smcgov.org/sites/planning.smcgov.org/files/documents/files/AqTourEventAppJan2020.pdf>

There was also a request from the AAC to provide additional discussion and analysis in the agritourism permit staff reports regarding existing agricultural activities currently on site and compliance with Agritourism Guidelines. This request was heard and future staff reports will include a breakdown and more detailed description of existing on-site agriculture and a project's compliance with the Agricultural Guidelines and associated Performance Standards.

_AAC Memorandum (5-29-20).dotx



COUNTY OF SAN MATEO

PLANNING AND BUILDING

455 County Center, 2nd Floor, Redwood City, CA 94063 | <https://planning.smcgov.org> | T: 650-363-1825 F: 650-363-4849

Application for Agritourism Event

Primary Permit #: _____

1. Instructions

Please fill out the general Planning Permit Application Form, Environmental Information Form, and this form when applying for an Agritourism use. **Applications must be submitted two months prior to the event.**

2. Project Information

Parcel/Lot Size: _____

If less than 40 Acres project not to exceed 1 gross Acre.

If more than 40 Acres project not to exceed 2 gross Acres.

Please describe all elements and activities associated with your agritourism activities:

Please describe hours, number of employees and statement of conformance with agritourism guidelines:

Please describe the agricultural uses on the land:

Applicant's Name: _____

Address: _____



3. Site Description

Please describe any on-site parking areas:

Please describe any on-site eating establishments:

4. Qualification Requirements

Please initial next to the category which qualifies your project for an agritourism use.

- _____ Event will not occur for more than 45 days. _____ Total acreage does not exceed two gross acres.
 _____ Total acreage does not exceed one gross acre. _____ Does not interfere with agricultural uses of the land.

5. Williamson Act Contract

Is the parcel currently under a Williamson Act Contract?

YES NO

If Yes, please provide contract number: _____

6. Materials Required

- | | |
|---|---|
| a. Three (3) sets of plans that include a scaled site plan, elevations, and floor plans | d. Environmental Information Form |
| b. One (1) set of reduced plans (8 1/2 "X11" or 11"X17") | e. Photographs (if requested) |
| c. All applicable applications forms | f. Fees as set by Resolution of the Board of Supervisors |
| | Additional information may be required during review of your application. |

7. Approval

Planner: _____

Date: _____

8. Processing

- Fee Collected
 Referral to Agricultural Advisory Committee
 Update Permit Plan

9. Signatures

We hereby certify that the information stated above and on forms, plans and other materials submitted herewith in support of the application is true and correct to the best of our knowledge. It is our responsibility to inform the County of San Mateo through our assigned project planner of any changes to information represented in these submittals.

Owner's Signature (1): _____

Owner's Signature (2): _____

Applicant's Signature: _____



COUNTY OF SAN MATEO - PLANNING AND BUILDING DEPARTMENT

ITEM

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County of San Mateo Planning & Building Department Agricultural Advisory Committee

BJ Burns
Fred Crowder
Jess Brown
Jim Howard

John Vars
Judith Humburg
Laura Richstone
Lauren Silberman

Louie Figone
Margaret Gunn
Robert Marsh
Ron Sturgeon

William Cook
Cynthia Duenas
Peter Marchi
Natalie Sare

County Office Building
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650/363-1829
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ACTION MINUTES

Draft

Monday May 11, 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 7:38 pm.

2. **Roll Call**

Regular Committee Members Present:

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

Regular Committee Members Absent:

Robert Marsh
Natalie Sare

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
Frank McPherson, UC Co-Op Extension Representative

Nonvoting Committee Members Absent:

Jim Howard, Natural Resource Conservation Staff

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 reviewed, discussed, and clarified past requests for reports from the Planning Department regarding the agritourism permitting process, the cannabis cultivation licensing process, and subdivisions with plans to place these items on future agendas. Logistics regarding the new format of virtual meetings was also discussed to ensure all meeting attendees understand how to participate.

5. Committee to Vote on a proposal to amend the regularly scheduled meeting time to 7:00 p.m. to 9:00 p.m. year-round. Current meeting times for the Committee are 7:00 p.m. to 9:00 p.m. October to February and 7:30 p.m. to 9:00 p.m. March to September on the second Monday of each month.

This item was approved by roll call vote with no motion on the table to approve. Such an approval will not stand. As such, the Committee will vote on this proposal again at its June 8, 2020 meeting.

Vote 9-0-0 with 2 absent members.

REGULAR AGENDA

- 6. Owner: Tomcats Ranch LLC.
 Applicant: Kerry Burke
 File Number: PLN 2019-00379
 Location: 2997 Pescadero Road, Pescadero
 Assessor's Parcel No. 087-110-020**

Consideration of an after-the-fact Coastal Development Permit and Planned Agricultural District Permit to legalize a 780 sq. ft. greenhouse and barn-to-office conversion in the unincorporated Pescadero area of San Mateo County. No Grading or tree removal is required. The project is appealable to the California Coastal Commission. Please direct any question to Project Planner Kelsey Lang at KLang@smcgov.org.

PUBLIC SPEAKERS:

None

COMMITTEE ACTION:

The committee discussed the following: the timing and process of this after-the-fact permit, which was brought to the committee by the applicant's own volition due to a change in management at Tomcats Ranch, and remaining agricultural uses of the converted barn, which is still used for ranch and equipment storage. The committee voiced appreciation for the applicant's commitment to resolve the unpermitted structures.

Committee Member Ron Sturgeon moved and Committee Member William Cook seconded to recommend approval. **Motion Carried 9-0-0 with 2 absent members.**

7. Committee to continue to draft correspondence to the Planning and Building Department outlining questions and concerns in response to an informational item heard at the January 2020 Committee meeting described below:

Owner: *Various*
Applicant: *MROSD & POST*
File Number: *PLN 2019-00258*
Location: *PAD and RM Zoned Lands within the Coastal Zone*
Assessor's Parcel No.: *Various*

Consideration of a series of text amendments to the San Mateo County Zoning and Subdivision Ordinances for consistency with the California Coastal Act Policy 1.2 "Definition of Development" to address future public recreational facility projects on lands owned by the Midpeninsula Open Space District (MROSD) and Peninsula Open Space Trust (POST) in the coastal zone. The proposed text amendments would not exempt MROSD or other public agencies from compliance with the General Plan or other applicable Zoning and Subdivision regulations requirements. Please Direct any questions to Project Planner Melissa Ross, 650-599-1559 or mross@smcgov.org.

PUBLIC SPEAKERS:

1. Kerry Burke

COMMITTEE ACTION:

Public comment, submitted by Michael Williams of MROSD, (attached) included clarifications in response to the version of the current draft correspondence under discussion. The clarifications address PAD zoning that trail use is considered compatible to agricultural use, MROSD's Coastal Service Plan, and corrections regarding discussions of Johnston Ranch and Gordon Ridge projects/properties.

The Committee discussed the following: a general desire to simplify the letter to ensure clarity of message, a desire to ensure the overall tone of the letter is constructive and does not detract from the recommendations being made regarding the proposed text amendments; concerns that the public process to consider these text amendments has not been sufficient given the broad implications of the changes; and the Committee's belief that public recreational use and agricultural use of lands can be complimentary.

The Committee stated a need to hold a special meeting to finalize the draft correspondence before Planning Commission consideration of the proposal at their May 27, 2020 meeting. Secretary Lauren Silberman and Committee Members Ron Sturgeon and Judith Humburg agreed to work together to generate and circulate a final draft of this letter based on the Committee's review and discussion of the second draft. The draft final letter will be reviewed and finalized at the special meeting.

Secretary Lauren Silberman moved and Committee Member William Cook seconded to hold a Special Meeting of the committee on Monday May 18, 2020 at 7:00 p.m. to finalize this letter.

Motion Carried 9-0-0 with 2 members absent. Please note that Committee Member Ron Sturgeon requested his 'hesitant yes' vote be noted for the public record.

8. **Committee Discussion** on 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.

Due to the lengthy discussion on the previous agenda item regarding draft correspondence, the committee voted unanimously to move this item to the agenda for the June 2020 regular meeting.

Secretary Lauren Silberman moved and Committee Member Judith Humburg seconded to postpone this agenda item to the June 2020 regular meeting.

Motion Carried 9-0-0 with 2 absent members.

9. **Consideration of the Action Minutes** for the December 9, 2019, January 13, 2020, February 10, 2020, March 9, 2020 and April 13, 2020 regular meetings.

The Committee discussed corrections to the April 13, 2020 meeting minutes including changing the wording from 'Secretary' to 'Committee Member' in reference to Natalie Sare and ensuring written public comments submitted by Michael Williams were attached.

Committee Member John Vars moved and Committee Member Judith Humburg seconded a motion to approve all meeting minutes with the discussed amendments.

Motion Carried as follows with 2 absent members:

December 2019: 9-0-0
January 2020: 8-0-1 (Committee Member Louie Figone abstained because he was not in attendance.)
February 2020: 8-0-1 (Committee Member William Cook abstained because he was not in attendance.)
March 2020: 8-0-1 (Committee Member William Cook abstained because he was not in attendance.)
April 2020: 8-0-1 (Committee Member Louis Figone abstained because he was not in attendance.)

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


Due to the lengthy discussion on the previous agenda item regarding draft correspondence, the committee voted unanimously to move this item to the agenda for the June 2020 regular meeting.

Secretary Lauren Silberman moved and Committee Member William Cook seconded to postpone this agenda item to the June 2020 regular meeting.

Motion Carried 9-0-0 with 2 absent members.

10. **Adjournment**

Meeting was adjourned at 9:33 pm.

From: Mike Williams mwilliams@openspace.org 
Subject: My Comments
Date: May 13, 2020 at 9:45 AM
To: Lauren, Ronald Sturgeon
Cc: Ben Wright , Daniel Olstein, Elish Ryan

Lauren and Ron,

I appreciated the committee's shift to a more positive tone, constructive approach and the balanced and respectful discussion at Monday night's meeting. Here are the comments I made regarding the draft letter.

- Trail use is considered a compatible use to agriculture in PAD zoning, subject to a Coastal Development permit. Agriculture (primarily grazing) continues to be the primary use on over 8,000 acres of Midpen's coastal properties, balanced with resource protection and well-planned trail access.
- Midpen's Coastal Service Plan requires that any land in active agriculture at the time of purchase must remain in agriculture. This is a provision that has been consistently honored, resulting in over 8,000 acres of agricultural uses on Midpen lands.
- The acreage of Johnston Ranch croplands to be eventually sold to a private farmer is over 200 Acres not 30 Acres as stated in the letter. This represents almost 50% of the 400+ acres that POST has identified for sale as a result of proposed land divisions. And the agricultural community is well aware of the other lands that POST owns and leases to farm tenants. Johnston Ranch is approximately 868-acres including 224-acres of farmland and 644-acres of uplands.
- Water rights are not being severed for the Gordon Ridge property or other properties. For Gordon Ridge, these water rights are being protected in compliance with 1994 San Gregorio Stream Adjudication, and to maintain the balance between agriculture and resource protection. In addition, the grazing tenant uses the barn at Gordon Ridge for feed and equipment storage. I mistakenly read Ron's comments about the barn which referenced a barn located at the former McDonald Ranch at La Honda Creek Open Space Preserve.

Let me know if I can be of help providing any additional information.

Thank you,
Mike



Michael Williams
Real Property Manager
mwilliams@openspace.org
Midpeninsula Regional Open Space District
330 Distel Circle, Los Altos, CA 94022
P: (650) 691-1200 F: (650) 691-0485
www.openspace.org



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ACTION MINUTES

Draft

Monday May 18, 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 7:09 p.m.

After the call to order, the committee held a moment of silence for Committee Members Natalie Sare and Peter Marchi and their families, who recently lost a loved one.

2. **Member Roll Call**

Regular Committee Members Present:

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

Regular Committee Members Absent:

Robert Marsh
Natalie Sare
Peter Marchi

Nonvoting Committee Members Present:

Jess Brown, San Mateo County Farm Bureau Executive Director
Laura Richstone, Planning Staff Liaison

Nonvoting Committee Members Absent:

Jim Howard, Natural Resource Conservation Staff
 Koren Widdel, San Mateo County Agricultural Commissioner
 Frank McPherson, UC Co-Op Extension Representative

3. Committee to finalize correspondence to the Planning and Building Department outlining questions and concerns in response to an informational item heard at the January 2020 Committee meeting described below:

| | |
|------------------------------|--|
| Owner: | Various |
| Applicant: | MROSD & POST |
| File Number: | PLN 2019-00258 |
| Location: | PAD and RM Zoned Lands within the Coastal Zone |
| Assessor's Parcel No. | Various |

Consideration of a series of text amendments to the San Mateo County Zoning and Subdivision Ordinances for consistency with the California Coastal Act Policy 1.2 "Definition of Development" to address future public recreational facility projects on lands owned by the Midpeninsula Open Space District (MROSD) and Peninsula Open Space Trust (POST) in the coastal zone. The proposed text amendments would not exempt MROSD or other public agencies from compliance with the General Plan or other applicable Zoning and Subdivision regulations requirements. Please Direct any questions to Project Planner Melissa Ross, 650-599-1559 or mross@smcgov.org.

**Please note that the draft final correspondence was made available for viewing online at <http://planning.smcgov.org/agricultural-advisory-committee> a minimum of 72 hours prior to the scheduled meeting.

SPEAKERS:

1. Michael Williams (MROSD)
2. Dave Olson (MCCC)
3. Ben Wright (POST)
4. Kerry Burke, Member of the Public

COMMITTEE ACTION:

The Committee discussed the following: minor rewordings throughout the final letter draft to clarify tone and message; the content of the highlighted sections of the final draft and whether to remove these section or to include them as written or as amended; and a review of all recommendations made and tone used in the letter to ensure alignment with committee opinion. The Committee live edited the letter during the meeting to generate a final version for submission to the Planning and Building Department.

The following contributions were made by speakers: the applicant, Michael Williams of MROSD, offered clarifications regarding public agencies vs. non-profit organizations and that public recreational use is compatible to agricultural use under PAD zoning; Dave Olson of the Mid-Coast Community Council stated that the subdivisions under discussion allow current land owners to carve out parcels to maintain existing homes/out buildings and offered clarifications regarding recusing vs. abstaining from votes; Ben Wright of POST provided clarifications regarding which entities can hold and enforce agricultural easements and specified that the County has limited enforcement capabilities to protect agricultural easements; and Kerry Burke offered general context and recommendations regarding the content of the letter.

After generating a final version of the letter, Committee Member William Cook moved and Committee Member Cynthia Duenas seconded to approve the letter as amended during the meeting.

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

Please note that Chair Robert Marsh (absent) and Committee Member John Vars had previously recused themselves from this item, so Committee Member John Vars abstained from voting.

4. Adjournment

Meeting was adjourned at 9:33 pm.



COUNTY OF SAN MATEO - PLANNING AND BUILDING DEPARTMENT

ITEM

9

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

DATE: May 29, 2020

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

CONTACT INFORMATION: Laura Richstone, Planner II, 650-363-1829, 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 April 1, 2020 to May 1, 2020.

PLANNED AGRICULTURAL DISTRICT PERMIT OUTCOMES

Three PAD permits were heard and approved by the Planning Commission during this time period:

1. County File No. PLN 2020-00033 for a Coastal Development Permit to permit a domestic well as an additional water source to serve park users at Butano State Park. Though located on a PAD zoned property, a PAD permit was not required as the project will occur on State Park property. Under the doctrine of intergovernmental immunity, State Parks is not required to obtain local zoning permits beyond those required by the California Coastal Act. As this project did not require a PAD permit it was not brought before the AAC for review and recommendation.
2. County File No. PLN 2019-00258 for a Local Coastal Program Amendment to amend the Planned Agricultural District and Resource Management-Coastal Zone Regulations, and Subdivision Ordinance to grant relief from agricultural/conservation open space easements and maximum parcel size requirements when public agencies propose land divisions for purposes of public recreation in the Coastal Zone. This item was discussed at multiple AAC meetings and the subject of the most recent correspondence of the AAC to the Planning Department.
3. County File No. PLN 2018-00401 for a Coastal Development Permit, Planned Agricultural Permit, and Grading Permit, and adoption of a Mitigated Negative Declaration to construct a new single-family residence on a vacant parcel in San Gregorio. The AAC recommended approval of this project at its November 2019 meeting.

During this period the Board of Supervisors denied an appeal and upheld the Planning Commission’s decision to deny County File No. PLN 2019-00023 for an Planned Agricultural District Permit, Coastal Development Permit, and Use Permit to legalize unpermitted work and enlargement of a non-conforming use at Historic Purissima Cemetery.

UPCOMING PLANNED AGRICULTURAL DISTRICT PERMIT PROJECTS

One PAD Permit (PLN 2020-00133) was submitted on April 29, 2020 for the construction of a new single-family residence, barn, and affordable housing unit.

One Agritourism Permit (PLN 2020-00132) was submitted on April 24, 2020 for Cozzolino Farms 2020 pumpkin season.

COASTAL DEVELOPMENT EXEMPTIONS FOR AGRICULTURAL PROJECTS

No rural CDX applications were submitted during this time period.

ADDITIONAL ANNOUNCEMENTS

1. Additional information regarding three cannabis licenses issued on April 20, 2020 is provided below per the request of the AAC. These operations will occur in existing vacant greenhouse space on one parcel.

County File Number: MNA 2018-00028

| Entity Name | Project Location | License Type | State License Number | Canopy Size |
|----------------|----------------------|--------------------------------|----------------------|----------------|
| CaliDutch Inc. | 4525 Cloverdale Road | Nursery | LCA19-0003883 | 22,000 sq. ft. |
| | | Cultivation, Small Mixed Light | LCA19-0003884 | 10,000 sq. ft. |
| | | Cultivation, Small Mixed Light | LCA19-0003885 | 10,000 sq. ft. |

County File Number: MNA 2018-00029

| Entity Name | Project Location | License Type | State License Number | Canopy Size |
|--------------|----------------------|--------------|----------------------|----------------|
| KloneCo Inc. | 4525 Cloverdale Road | Nursery | LCA19-0003129 | 40,000 sq. ft. |

County File Number: MNA 2018-00030

| Entity Name | Project Location | License Type | State License Number | Canopy Size |
|----------------|----------------------|---------------------------------|----------------------|----------------|
| Ono Associates | 4525 Cloverdale Road | Cultivation, Medium Mixed Light | LCA19-0005102 | 22,000 sq. ft. |

2. The Planning Department and Resource Conservation District (RCD) are working to expand the definition of produce as it relates to farmstands and clarify the types of farmstands that are permitted in the unincorporated County. A potential policy will come before the AAC for input at the July AAC meeting.

3. The next regular meeting of the AAC is scheduled for July 13, 2020. AAC meetings will be held via videoconference until further notice to adhere to social distancing guidelines.