



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

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ACTION MINUTES

Draft

Monday April 12, 2021

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, Chair BJ Burns called the meeting to order at 7:07 p.m.

2. **Member Roll Call**

Regular Committee Members Present:

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

Regular Committee Members Absent:

Judith Humburg
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

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.

- Krystlyn Geidt, President & CEO of the Coastside Half Moon Bay Chamber of Commerce, shared about the development of the Coastside Recovery Initiative, a partnership with the Chamber, the City of Half Moon Bay, and San Mateo County that focuses on economic recovery from Covid-19. The group is led by their Recovery Task Force, which recently selected major areas of focus, including the environment/agriculture.
- Rita Mancera, Executive Director of Puente de la Costa Sur, shared that Puente is seeking applicants for a new position of Housing Advocate and that Puente will host a last vaccine clinic on April 23, 2021 for anyone 18+ years of age.
- Kerry Burke, a land use consultant, shared that the City of Half Moon Bay’s updated Local Coastal Plan, which was developed with the input of the local agriculture community, will be heard by the California Coastal Commission on April 15, 2021.

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

The Committee discussed developing an internal contact list for committee members as well as timing for this meeting’s agenda items.

- 5. 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. The Committee discussed: that 775 coastside agriculture workers have been fully vaccinated and that vaccine clinics are winding down at this point, with the last mobile vaccination clinic for agriculture workers occurring next week.

- 6. Consideration of the Action Minutes for the February 8, 2021 and March 8, 2021 regular meetings.**

PUBLIC SPEAKERS:

None

COMMITTEE ACTION:

The Committee discussed amendments to the minutes.

Committee Member Ron Sturgeon moved, and Committee Member Bill Cook seconded a motion to approve the February 8, 2021 and March 8, 2021 minutes as amended.

Motion carried as follows:

- **February 8, 2021: 6-0-2 with 3 members absent, abstentions due to previous absences.**
- **March 8, 2021: 7-0-1 with 3 members absent, abstention due to previous absence.**

REGULAR AGENDA

7. **Informational Item** – Presentation by the Midpeninsula Open Space District (MidPen) on protected coastal open space & agricultural lands within the District.

PUBLIC SPEAKERS:

Kerry Burke

COMMITTEE ACTION:

No action required. The presentation was given by Mike Williams, Omar Smith, and Lewis Reed of MidPen and provided an overview of current boundaries, properties, and projects within the District. The Committee discussed: protecting agricultural and ranching lands from the public, protecting native grasslands, updates to MidPen’s predation policy, and fire protection measures including MidPen’s Wildland Fire Resiliency Program.

Member of the public Kerry Burke raised clarifying questions about the predation policy and fire protection measures.

8. **Continued Committee Review of Draft Farm Stand Guidelines.** Planning Staff is requesting input and feedback on these Draft Guidelines. The Guidelines were composed with input from the Agricultural Ombudsman, Environmental Health and the Planning Department. The Draft Guidelines were previously discussed at the March 8, 2021 AAC meeting.

PUBLIC SPEAKERS:

Adria Arko
Kerry Burke

COMMITTEE ACTION:

Committee discussions focused on types of farm products proposed in the draft guidelines, the need for a diversity of sellable crops to make farm stands successful, which may be difficult to source from only San Mateo County produce; the challenge of using a density credit for a permanent farm stand and a limit on the number of farm stands per property as an alternative control point; concerns about paved parking and associated drainage plans; that value-added products permitted should be related to agriculture; and how to track farm stand activity without a specific farm stand permit.

Member of the public Kerry Burke discussed using trailers/structures with wheels for farm stands, concerns about using density credits for farm stands, potential fee reductions, and a desire to highlight San Mateo County grown crops at farm stands.

San Mateo County Agricultural Ombudsman, Adria Arko, provided background on the process to develop these draft guidelines, offered framing questions for the discussion, and provided clarification regarding alignment with existing Planned Agricultural District (PAD) and Local Coastal Plan (LCP) regulations.

Committee Secretary Lauren Silberman moved and Committee Member Bill Cook seconded a motion to continue discussions on this agenda item at the next committee meeting.

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

9. Community Development Director's Report

No action required.

10. Adjournment

Meeting was adjourned at 8:58 p.m. by Committee Chair BJ Burns.



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ACTION MINUTES

Draft

Monday May 10, 2021

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, Chair BJ Burns called the meeting to order at 7:03 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. If your subject is not on the agenda, the Chair will recognize you at this time.

None
4. **Committee Member Update(s) and/or Questions** to allow Committee Members to share news and/or concerns for items not on the agenda.

None
5. **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. The Committee discussed that gloves and masks available for agricultural workers and operations from the Agricultural Commissioner’s Office.

REGULAR AGENDA

6. **Continued Committee Review of Draft Farm Stand Guidelines.** Planning Staff is requesting input and feedback on these Draft Guidelines. The Guidelines were composed with input from the Agricultural Ombudsman, Environmental Health and the Planning Department. The Draft Guidelines were previously discussed at the March 8, 2021 and April 12, 2021 AAC meetings.

PUBLIC SPEAKERS:

Adria Arko

COMMITTEE ACTION:

No action required. Committee discussions focused on types of farm stands and performance measures proposed in the draft guidelines, farmer’s market regulations; Produce Dealer’s Licenses and Certified Producer’s Certificates that require that farm stands sell crops produced on that parcel along with other’s produce, including foraged produce; potential for permitting produce from all of California and/or the west coast, labeling San Mateo County grown crops; using alternative parcels for farm stands; registration processes as opposed to permit processes; options for County enforcement of the proposed guidelines with or without a permit/registration process; potential of using the annual crop report to track farm stands; and an opposition to requiring a density credit for permanent farm stands.

San Mateo County Agricultural Ombudsman, Adria Arko, provided background on the process to develop the draft guidelines, offered framing questions for the discussion, and will circulate discussion notes to the committee.

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

No action required. The Committee discussed meeting minutes and subcommittee notes.

10. **Adjournment**

Meeting was adjourned at 9:11 p.m. by Committee Chair BJ Burns.