



## County of San Mateo Planning & Building Department Agricultural Advisory Committee

Natalie Sare, Chair  
John Vars, Vice Chair  
Daniel Theobald  
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, 2<sup>nd</sup> Floor  
Redwood City, California 94063  
650/363-1825  
[planning.smcgov.org](http://planning.smcgov.org)

### Regular Meeting

**Date:** Monday, January 8, 2024  
**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 January 8, 2024 Agricultural Advisory Committee meeting may be accessed remotely by members of the public through Zoom online at: <https://smcgov.zoom.us/j/92654495164>. **The meeting ID is:** 926 5449 5164. The meeting may also be accessed via telephone by dialing +1 669-900-6833 (Local). **Enter the meeting ID:** 926 5449 5164 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](mailto: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](mailto: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](mailto: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 raise your hand for the Chair to acknowledge you. Once acknowledged, please start by clearly stating your first and last name for the record. If you have anything that you wish distributed to the Agricultural Advisory Committee and include in the official record, please hand it to the Committee Secretary and/or Chair, or other designee, 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, 2<sup>nd</sup> Floor  
Redwood City, CA 94062  
(650) 363-1818  
Email: [oboo@smcgov.org](mailto:oboo@smcgov.org)

**NEXT MEETING:**

The next regularly scheduled Agricultural Advisory Committee meeting is on February 12, 2024.

**AGENDA**

**6:00 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. Please start by stating your name. Speakers are customarily limited to 3 minutes. See instructions explained above regarding the spoken comments process. *Please note that the Committee cannot discuss or act on an item not on the agenda.*
  4. **Committee Member Update(s) and/or Questions** to allow Committee Members to share news and/or concerns for items not on the agenda.
    - a. Status of Peninsula Open Space Trust parcels excluded from wildlife conservation easements that are associated with the Lake Lucerne Mutual Water Company.
    - b. Ag ID training refresher tentatively scheduled for March 2024.
  5. **Consideration of Meeting Minutes** for the October 16, 2023 AAC meeting.

*Action Request:* That the AAC approve the meeting minutes.
  6. **Community Development Director's Report.** *(Planning Liaison)*
  7. **Review Recommendation Letter Update** in support of continued funding for the County's Farm Labor Housing Loan Program.

*Action Request:* That the AAC approve the updated recommendation letter.
- 
8. **Adjournment**

	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Jan
<b>Voting Members</b>													
James Oku Farmer	X	X	X		X	X	X	X	X			X	
Natalie Sare Farmer	X			X	X	X	X		X	X		X	
John Vars Farmer	X	X	X	X	X	X	X	X	X	X		X	
Peter Marchi Farmer	X		X	X	X	X	X	X	X	X		X	
Ryan Casey Farmer		X	X	X	X	X	X		X	X		X	
Cole Mazariegos- Anastassiou Farmer								X	X	X		X	
Jonathan Winslow Public Member		X	X	X	X	X	X		X	X			
Daniel Theobald Ag Business									X	X		X	
**Vacant Farmer													
**Vacant Public Member	X	X											
**Vacant Conservationist	X												
<b>Natural Resource Conservation Staff:</b>													
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				
UC Co-Op Extension Representative: Dr. Igor Lacan					X				X	X			
<b>Planning Liaison</b>													
San Mateo County Planning Liaison: Olivia Boo	X	X	X	X	X	X	X	X	X	X		X	
<b>X: Present   Blank Space: Absent or Excused   Grey Color: No meeting   *Special Meeting   **Position Vacant</b>													



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

**ITEM**

**5**



## County of San Mateo Planning & Building Department Agricultural Advisory Committee

John Vars, Chair  
Natalie Sare, Vice Chair  
Daniel Theobald  
Dr. Igor Lacan

James Oku  
Jess Brown  
Jim Howard  
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Koren Widdel  
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County Office Building  
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94063  
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### ACTION MINUTES

*Draft*

Monday October 16, 2023

A full recording of this meeting can be accessed on the official government YouTube channel of the County of San Mateo at: [https://youtu.be/v\\_S3uBY38m8](https://youtu.be/v_S3uBY38m8).

#### 1. **Call to Order**

At the Ted Adcock Community Center, in the South Day Room, located at 535 Kelly Avenue, Half Moon Bay, Chair John Vars called the meeting to order at 6:15 pm.

#### 2. **Member Roll Call**

Regular Committee Members Present:

Natalie Sare  
John Vars  
Peter Marchi  
Ryan Casey  
Jonathan Winslow  
Cole Mazariegos-Anastassiou  
Daniel Theobald

Regular Committee Members Absent:

James Oku

Nonvoting Committee Members Present:

Dr. Igor Lacan, UC Co-Op Extension Representative

Nonvoting Committee Members Absent:

Koren Widdel, San Mateo County Agricultural Commissioner  
Jess Brown, San Mateo County Farm Bureau Executive Director  
Jim Howard, Natural Resource Conservation Staff

Planning Liaison Present:

Olivia Boo, Planning Staff Liaison

#### 3. **Meeting Procedures**

**Discussion of meeting procedures to make the meeting more efficient for getting through the agenda. Items were included in the full packet with documents showing options. No action taken but limits to statement to be no longer than 3 minutes. Focus on off-agenda discussions. Olivia Boo volunteered to run on screen timer to manage time spoken.**

4. Committee Nominations for AAC Secretary
  - Committee discussed options.
  - Peter Marchi nominated Michael O'Neill, Staff Liaison from Supervisor Ray Mueller. Michael stated that he will have to get permission from Ray Mueller

5. **Officer Elections for Chair and Vice Chair:**

These positions are required to be filled by Farmers  
Nominations for officers of the Committee:

Natalie Sare moved to nominate herself as Chair, seconded by Daniel Theobald.

Motion passed 7-0-0 with 1 absent member.

John Vars moved to nominate himself as Vice Chair, seconded by Cole Mazariegos-Anastassiou.

Motion passed 7-0-0, with 1 absent member.

Changing of positions effective with November 2023 meeting for one year. New elections held every October.

6. **Oral Communications to allow public to address the Committee Members**

No public Speakers

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

- Ryan Casey requested the committee send a letter to the Board of Supervisor to restore funding for housing on site of producers. Letter will be composed and talked about next meeting.  
Public comment from Dante Silvestri supporting letter.  
Eliza Milio Agricultural Ombudsman support of letter.
- Comment regarding the training for AG ID. Hardship to attend training this time of year. Owner and manager only not staff.
- Olivia Boo stated quorum is the number of seated positions. At present time there are 8 seated members so 5 voting members present is a quorum.
- Olivia Boo brought up issue of Pescadero Fire Station. Coastal Commission required that there be other land dedicated replacing the agricultural land being used for the fire station to mitigate.
- Olivia mentioned that requirements to be member of the committee have been finalized. Openings have been posted on the County website for Commissions and Committees.
- Committee requested ongoing updates on the project as it moves forward.

8. **Consideration of Action Minutes** for the December 12, 2022, April 10, 2023 and May 8, 2023 AAC meetings.

- No action taken, continued to the next meeting.

9. **Community Development Director's Report.** *(Planning Liaison)*

- No agricultural permits considered by the Board of Supervisors.
- Project for 4 farm labor housing units at 4309 Cloverdale Road applicant is POST and Mid-Peninsula.

**COMMITTEE ACTION:**

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

10. Discussion of status off Peninsula Open Space Trust parcels excluded from wildlife conservation easements that are associated with the Lake lucerne Mutual Water Company.  
No action taken.
11. Presentation and on efforts to establish a food hub in San Mateo County. Presenters: Veronica Mazariegos-Anastassiou (Bris Ranch), James Nakahara (Kitchen Table Advisors), Kathy Webster (LeftCoast Grassfed), Eliza Milio (San Mateo Resource Conservation District).
12. **Adjournment**  
Meeting was adjourned at 7:56 p.m. by Committee Chair John Vars.





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

# **ATTACHMENT 6**

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

**DATE:** January 8, 2024

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

**CONTACT INFORMATION:** Olivia Boo, Planner, [oboo@smcgov.org](mailto: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 December 4, to December 29, 2023.

**PLANNED AGRICULTURAL DISTRICT (PAD) PERMIT OUTCOMES**

No PAD 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 application was received by the Planning Division during this time period.

**COASTAL DEVELOPMENT EXEMPTIONS FOR AGRICULTURAL PROJECTS**

Five (5) CDX applications were submitted during this time period. Please see the attached status report regarding the applications. The CDX list includes the description of the project and its status. A copy of the listed CDX is available for public review upon request.

**OTHER PROJECTS**

None.

**ADDITIONAL ANNOUNCEMENTS**

1. AAC vacancy update.
2. Farm Labor Housing Compliance Program information is available online: <https://www.smcgov.org/planning/farm-labor-housing-compliance>
3. Next meeting is on February 12, 2024.

# COUNTY OF SAN MATEO

<b>Distinct(RECORD ID)</b>
5

Permit Number	RECORD NAME	DATE OPENED	DESCRIPTION	APN	ADDR FULL LINE1	RECORD STATUS
<a href="#">PLN2023-00386</a>	AG BUILDING	12/11/2023	CDX for a 342 sq. ft. porch addition (for produce washing) to an existing 974 sq. ft. harvest shed and new drainage lines to drain area to existing road, for Pie Ranch, Pescadero. BLD2022-03044	089230210	Cabrillo HWY, Pescadero, CA 94060-0000	Submitted
<a href="#">PLN2023-00388</a>	Low vegetation maintenance	12/12/2023	CDX for leaf debris removal and low vegetation maintenance. No tree removal, no dirt removal, no grading, no disking, no tree removal	088020190	0 Dearborn Park, Pescadero CA 94060	Approved
<a href="#">PLN2023-00389</a>	Landscaping	12/12/2023	CDX to replace existing pavement in front of driveway and new along side of house	036092210	495 8th St., Montara, CA	Submitted
<a href="#">PLN2023-00392</a>	Culvert replacement	12/14/2023	CDx to install new 15" dia., 15 ft. long Storm Drain pipe in curb line.	047117010	SAN JUAN AVE, HALF MOON	Approved
<a href="#">PLN2023-00398</a>	Rebuilding SFD	12/20/2023	CDX for rebuilding the house at the same location. The house is categorically exempt as per Section A. 5. of the exemption worksheet.	066300010	LOBITOS CREEK RD, HALF MOON BAY, CA	Submitted



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

**ITEM**

**7**

December 15, 2023

To Ray Mueller

C/O San Mateo County Board of Supervisors County Government Center

Redwood City, CA

Re: Support for continuing the farm labor housing loan forgiveness program as it was established.

Dear Supervisor Mueller,

The Agricultural Advisory Committee of San Mateo County requests your support of the continuance of the farm labor housing loan forgiveness program. This program was established by San Mateo County to help agricultural landowners provide housing for very low-income farmworkers by creating new housing, rehabilitating or repairing existing housing, or replacing existing dilapidated mobile home units that have been used as farmworker housing previously. The need to continue this program is dire and losing it tears at the very heart of what we are trying to do for some of our most vulnerable right now.

The Agricultural Advisory Committee asks you to support the continuation of this funding, specifically the part that provides funding to farmers and ranchers to create and maintain farm labor housing on their own property. We ask this for the following reasons:

- As such this program directly supports the efforts of the Farm Labor Housing taskforce in its efforts to ensure safe housing for our farm worker community.
- It's already been established that this does not restrict farm laborers from working at any farm of their choosing while occupying the house; it just assists the farmer in assisting them.
- Should the laborer choose to work on the land which the house is located, they are in close proximity to the farm, still a huge need in rural areas of our San Mateo County Coast.
- Decentralized housing reduces greenhouse gas emissions and traffic.
- Larger projects are often met with opposition from neighbors.
- Keeping affordable housing on the property of the farmers keeps the housing agriculturally related and helps farm laborers from losing housing opportunities to others.

Farmers have seen laborers wait for housing while units designed for them are given to others who are not farm laborers. Continuing the Farm Labor Housing Loan Forgiveness Program specifically for housing on the producer's property supports the very intent of farm worker housing while preserving something we can't lose, agriculture on our San Mateo County Coast. Thank you for your time.

Sincerely,

Natalie Sare, Committee Chair, on behalf of the San Mateo County Agricultural Advisory Committee