Fargo-Moorhead Metropolitan Council of Governments

701.232.3242 • FAX 701.232.5043 • Case Plaza Suite 232 • One 2nd Street North • Fargo, North Dakota 58102-4807

Email: metrocog@fmmetrocog.org http://www.fmmetrocog.org

To: Cass-Clay Food Systems Advisory Commission

From: Cass-Clay Food Systems Initiative (CCFSI)
Fargo-Moorhead Metropolitan Council of Governments (Metro COG)

Date: May 4, 2016

RE: Cass-Clay Food Systems Advisory Commission Agenda and Correspondence

8th Meeting of the
Cass-Clay Food Systems Advisory Commission

May 11, 2016 10:30 am – 12:00 pm

Location: Fargo City Commission Chambers

10:30 am 1. Welcome
   a. Approve Order & Contents of the Overall Agenda
   b. Review & Action on Minutes from March 9, 2016 **(Attachment 1)**

10:35 am 2. Welcome to Hali Durand, Nikki Johnson & Joleen Baker to the Steering Committee – Chair Durand

10:40 am 3. Approve Appointment of New At-Large Member – Stephanie Reynolds **(Attachment 2)** – Adam Altenburg

10:45 am 4. Season Extension
   a. Season Extension Education – Randy Nelson
   b. Season Extension Blueprint **(Attachment 3)** – Nina Pirozhkov
   c. Public Input
   d. Commission Discussion

11:15 am 5. Dirthead Farms – Pete Nielson

11:25 am 6. Community Gardens Update
   a. Probstfield Farm – Sarah Stenerson
   b. Cooper Garden – Kim Lipetzky
   c. Growing Together – Jack Wood

11:40 am 7. Online Community Input **(Attachment 4)** – Kim Lipetzky

11:45 am 8. Public Comment Opportunity – Chair Durand

11:50 am 9. Commission & Steering Committee Roundtable

11:55 am 10. Commission Action Steps
   a. Next Meeting – July 13, 2016

12:00 pm 11. Adjournment

Cass-Clay Food Systems Advisory Commission meetings are taped and rebroadcast on cable channel TV Fargo 56 each Friday at 11:00 am.

People with disabilities who plan to attend this meeting and need special accommodations should contact Nakhaly Swearingen at Metro COG at 701.232.3242. Please contact us at least 48 hours before the meeting to give our staff adequate time to make arrangements.

Meeting minutes are available on the City of Fargo Let's Eat Local website at **www.letseatlocal.org** and Metro COG's website at **www.fmmetrocog.org**.

Attachment 1

7th Meeting of the
Cass-Clay Food Systems Advisory Commission
March 9th, 2016
Fargo Commission Chambers

Members Present:
Arland Rasmussen, Cass County Commission, Interim Chair
Mike Thorstad, West Fargo City Commission
Jim Aasness, Dilworth City Council
Jon Evert, At-Large Member
Janet Paul, At-Large Member
Dana Rieth, At-Large Member

Members Absent:
Heidi Durand, Moorhead City Council
Jenny Mongeau, Clay County Commission
Mike Williams, Fargo City Commission
Jessica Arneson, At-Large Member
Andrea Baumgardner, At-Large Member

Others Present:
Megan Myrdal, Project Coordinator
Kim Lipetzky, Fargo Cass Public Health
Gina Nolte, Clay County Public Health
Noelle Harden, University of Minnesota Extension
Abby Gold, Cass-Clay Food Systems Initiative
Deb Haugen, Cass-Clay Food Systems Initiative
Stephanie Reynolds, Clay County Solid Waste
Adam Altenburg, Fargo-Moorhead Metropolitan Council of Governments

Chair Ramussen called the meeting to order at 10:30 AM.

1(a). Approve Order and Contents of the Overall Agenda
Chair Rasumessen stated that agenda item 9(a) would be combined with agenda item 4 as both items referred to the one-year recap of Commission activities.

A motion to approve the order and contents of the overall agenda with the removal of agenda item 9(a) was made by Mr. Evert and seconded by Mr. Thorstad. The motion was voted on and unanimously approved.

1(b). Review and Action on Minutes from January 13, 2016
A motion to approve the minutes was made by Mr. Aasness and seconded by Ms. Paul. The motion was voted on and unanimously approved.

2(a). Backyard Composting Education
Ms. Reynolds began by informing the Commission of several definitions which refer to backyard composting: *organics*, which refer to living matter such as yard and food waste; *C:N ratio*, which refers to the ratio of carbon (such as food waste) to nitrogen (such as yard waste); and *leachate*, which is liquid run-off that comes from compost which contains nutrients such as nitrates.

Ms. Reynolds explained that composting is the decomposition of organic material such as yard and food waste through microbial activity and other activities which create a rich, nutrient-rich soil amendment. Ms. Reynolds explained that there are two common methods of backyard composting: *hot composting*, also known as *batch composting*, is a pile up to three feet built all at once and takes from one to three months to break down; and *cold composting*, a more passive method which takes from three to eight months to break down. Ms. Reynolds stated that even though it is called cold composting, piles will still heat up to 140 degrees Fahrenheit compared to 160 degrees for hot composting.

Ms. Reynolds stated that people compost to create their own soil amendment. Ms. Reynolds explained that this soil amendment contains rich organic matter back which helps to reduce fertilizer costs, suppresses soil-borne diseases, and increases the moisture holding capacity. Ms. Reynolds explained that composting aids in reducing solid waste costs, stating that between 30 to 40 percent of all municipal solid waste (MSW), including paper, cardboard, leaves, and food waste, can be composted.

Ms. Reynolds informed the Commission that there are six steps involved in backyard composting common practices. Ms. Reynolds explained that the first step in composting is to select a dry, shady location near a water or moisture source. Ms. Reynolds stated that shade will protect a compost pile from drying out too quickly and that less work will be required to maintain moisture if the pile is near water. Ms. Reynolds added that compost piles are most effective if they are piled three feet tall by three feet wide, which ensures that enough microorganisms are contained within the pile to warm it up and start the decomposition process.

Ms. Reynolds stated that the second step in composting is to add brown and green material in alternate layers, beginning with a brown layer. Ms. Reynolds explained that brown layers include carbon such as leaves, twigs and straw. Ms. Reynolds stated that green layers include nitrogen such as food waste or chicken manure. Ms. Reynolds explained that the recommended C:N ratio for hot composting is 30:1 and cold composting is 50:1. Ms. Reynolds added that the compost pile be covered with a layer of browns.

Ms. Reynolds explained that the third step in backyard compost common practices is to keep the compost moist, but not too wet. Ms. Reynolds stated that a compost pile should maintain moisture similar to a wrung out sponge to create an environment for bacteria, fungi, and other organisms to survive and maintain the rate of decomposition. Ms. Reynolds warned that too much moisture may cause the compost pile to begin leaching.

Ms. Reynolds stated that a fourth practice in composting is to turn compost mixture at least once a week for both hot composting and cold composting. Ms. Reynolds explained that this process provides aeration and that oxygen is required for microbial and organismal life. Ms. Reynolds stated that if a compost pile begins to smell like ammonia, reducing the amount of nitrogen that is added and turning the pile should help.

Ms. Reynolds informed the Commission that in step five, as materials in a compost pile break down, the pile will get warm. Ms. Reynolds stated that a compost pile may even begin to steam but that this process is normal. Ms. Reynolds warned that if microbial activity heats up to above 160 degrees Fahrenheit, the compost pile needs to be turned over to reduce the risk of fire.

Ms. Reynolds explained the final step occurs when material is dark with no remnants of food or waste and the compost is ready to be added to gardens, lawns, or anywhere that would benefit from good soil. Ms. Reynolds reiterated that compost is a nutrient dense soil amendment and that the quality of plants health and the taste of food will be increased.

Ms. Reynolds informed the Commission of several important considerations when composting. Ms. Reynolds stated that residents in Minnesota need a state permit if a compost pile exceed 120 cubic yards per the Minnesota Pollution Control Agency's guidelines. Ms. Reynolds advised to keep compost piles away from rivers or other bodies of water as leachate may pollute water sources during heavy rain events. Ms. Reynolds also warned about throwing animal waste, meat, bones, grease, oils, or fats into a compost pile as that may attract rodents and other pests. Ms. Reynolds stated that compost piles should have an earthy smell and if piles being to smell like ammonia that compost piles should be checked out to ensure a proper C:N ratio. Ms. Reynolds concluded that proper education is key in reducing food waste from going to landfills.

Ms. Reynolds explained that cities and jurisdictions can promote residential composting by enacting policies that do not prohibit compost practices such as containment of compost. Ms. Reynolds stated that containment of compost prohibits the act of turning the compost, which is needed to make the process of decomposition work.

Ms. Reynolds informed the Commission that there are several places where Fargo-Moorhead area residents can learn more about how to compost properly including the Master Gardner Program through NDSU Extension and its online education course H885 on composting practices, and the River Keepers composting tumbler workshops through Moorhead Community Education. Ms. Reynolds explained that the City of Fargo and Clay County Solid Waste have developed a partnership in which residents may buy composting units through the City of Fargo.

Ms. Reynolds concluded with information on the Clay County Commercial Compost Facility. Ms. Reynolds stated that Clay County Solid Waste has been working with Full-Circle Organics, which have five locations in Minnesota and one location in Iowa. Ms. Reynolds explained that a new facility to mitigate yard waste is in the early stages of development at the Clay County Landfill near Hawley, Minnesota. Ms. Reynolds stated that the facility has obtained a permit from the Minnesota Pollution Control Agency as well as conditional use permits from the City of Moorhead and the City of Hawley. Ms. Reynolds explained that it was the hope to compost other materials in the future.

Mr. Evert asked whether chicken manure could be included in compost piles or if it was considered animal waste. Ms. Reynolds clarified that chicken manure may be utilized in compost piles but animal feces from cats or dogs should not be used. Chair Rasmussen stated that he had had a similar question pertaining to chicken manure versus other animal waste.

Mr. Evert asked for clarification on whether turning compost files does in fact reduce the risk of fire. Ms. Reynolds stated that this is correct and that after a compost pile exceeds 165 degrees Fahrenheit, it becomes a fire risk. Ms. Reynolds added if you see a compost steaming, turning the pile and adding moisture will help alleviate any potential fire hazards.

Ms. Paul asked whether there was a timeline on the next stage of the Clay County Commercial Compost Facility to compost other materials. Ms. Reynolds responded that Full-Circle Organics has only recently received conditional use permits for yard waste and is currently in conversations with several engineers to develop a facility to compost yard waste first before moving on to compost other materials.

2(b). Backyard Composting Blueprint

Ms. Myrdal informed the audience that the Commission has developed a series of blueprints to serve as guiding documents for jurisdictions to be able to examine various issues regarding urban agriculture.

Ms. Myrdal provided the Commission with some statics on backyard composting including: the average United States household generates 650 pounds of compostable materials each year, four pounds of trash is generated by the average person each day, 1.5 tons of solid waste is generated by the average person each year, Americans produce 200 million tons of garbage per year, and 60 percent of organic waste going to landfills can be composted. Ms. Myrdal stated that within the Fargo-Moorhead Metropolitan Area, backyard composting is permitted in the City of Moorhead so long as it is an enclosed container no more than 250 cubic feet with a 20-foot rear yard setback. Ms. Myrdal explained that, besides the City of Moorhead, backyard composting is not addressed in any of the other local jurisdictions, though yard waste composting is mentioned in Clay County and the City of West Fargo.

Ms. Myrdal explained the framework for evaluating backyard composting including health, environment, social, and economic aspects. Ms. Myrdal explained a health benefit of backyard composting includes the creation of rich fertilizer to improve garden health, while a concern would be the attraction of unwanted pests or vermin. Ms. Myrdal stated that environmental benefits include reducing garbage going into the waste stream, reducing methane gases, enriching the soil and reducing the need for pesticides and herbicides, increasing water retention in soils, promoting beneficial soil microorganisms, suppressing plant diseases and pests, and preventing erosion. Ms. Myrdal stated that social benefits include increasing awareness of the foody cycle and waste, as well as reducing the smell of kitchen garbage, while concerns may include odor, appearance, and possible effects on nearby property and property values if a compost pile is not managed correctly. Ms. Myrdal explained that economic benefits include saving landfill space and delaying the need to expand or create new landfill facilities, allowing residents to utilize smaller, cheaper city garbage bins, and alleviating the need to buy store-bought fertilizers and water, while concerns may be cost of administering a composting system or monitoring and addressing issues.

Ms. Myrdal informed the Commission that several regional jurisdictions allow backyard composting including: Bismarck, ND, Duluth, MN, Grand Forks, ND, Lincoln, NE, Rochester, MN, and Sioux Falls, SD. Ms. Myrdal stated that backyard composting is not addressed in Mankato, MN. Ms. Myrdal stated that commonalities between various ordinances regarding backyard composting include: definitions of what the ordinance is discussing, specification regarding container size, height, and location on a property, composting materials which are allowed or prohibited, maintenance requirements, and how violations would be addressed.

2(c). Public Input

Donna Hinton of Fargo asked whether composting available for public use could potentially be contaminated by heavy metals or pesticides and herbicides used for landscaping purposes. Ms. Reynolds explained that each chemical used in herbicides or pesticides has a half-life which determines how fast a chemical will decay and that until that chemical decays, it will still be in the environment. Ms. Reynolds stated that it is possible chemicals would be present in this compost.

Ms. Hinton asked whether any testing was done on public composting materials. Ms. Reynolds answered that this would be a question for Steve Moore, Public Works Director for the City of Moorhead. Ms. Nolte asked whether there would be a contact for the City of Fargo. Ms. Lipetzky answered that Terry Ludlum, Solid Waste Utility Director for Fargo, would be the person to contact.

Kathleen Johnson provided the Commission information on red worm composting, in which a five-gallon container can be set up inside your home utilizing red worms to compost various organics including: fruit and vegetable waste, pet hair, coffee grounds, cardboard, newspaper, grass clippings, dryer lint, and egg shells. Ms. Johnson stated that red worm composting is easy to do and does not produce any odors.

2(d). Commission Discussion
The Commission had no further comments or questions on the Backyard Composting Blueprint.

A motion to approve the Backyard Composting Blueprint was made by Mr. Evert and seconded by Mr. Aasness. The motion was voted on and unanimously approved.

3. Concordia College High Tunnel
Joleen Baker and Tyler Franklin from Concordia College provided the Commission information on the high tunnel located on Concordia's campus near 11th Street South and 12th Avenue South in Moorhead.

Ms. Baker explained that in 2009, several students established a garden on the campus of Concordia College and that a high tunnel was proposed during the 2013-2014 school year to allow for extension of its growing season. Ms. Baker stated that the high tunnel project was completed in the fall of 2015 and it was funded through Concordia's Student Government Special Projects Committee and a private grant.

Ms. Baker explained that five student interns are responsible for the functioning of the garden enclosed within the high tunnel including planting, watering, and other management duties, as well as promoting the high tunnel on campus and within the community. Ms. Baker stated that produce is donated to local area food shelters. Ms. Baker explained that garden interns work to promote campus and community integration by bringing classes out to the garden to show how the growing season can be extended and how people can eat more local foods in the Fargo-Moorhead area.

Mr. Franklin stated that a high tunnel is a simple structure that can be constructed of PVC pipe and acrylic plastic sheets which helps to extend the growing season of a garden by a few weeks to a month on both ends of the season. Mr. Franklin explained that the high tunnel at Concordia incorporated solar thermal subterranean heat storage, where heat is transferred within the soil itself.

Ms. Baker explained that the biggest barrier that students faced in constructing the high tunnel was trying to build an agriculture accessory structure within a residential zoning district on a college campus. Ms. Baker stated that provisions were made within the City of Moorhead's zoning ordinance to allow for its construction. Ms. Baker stated that another concern was fire safety but it was determined that the size of the structure and the thickness of the plastic sheathing mitigated these concerns.

Ms. Baker stated that another hurdle in constructing the high tunnel had to do with there being no legislation on the regulation of the underground heating system. Ms. Baker explained that the City of Moorhead passed a special ordinance allowing for the closed loop underground convection heating system.

Ms. Baker explained that a final concern dealt with the 'not-in-my-backyard' mentality of building a high tunnel in a residential area. Ms. Baker stated that students spoke with neighbors and were able to obtain approval from every adjacent neighbor.

Ms. Baker explained that a helpful aid that the Facilities Manager for Concordia College recommended was to bring a conceptual structural drawing to the city when a person is ready to request permission for a high tunnel.

Chair Rasmussen asked what the size of the high tunnel is at Concordia College. Ms. Baker stated that the high tunnel is 30 feet by 40 feet but explained that high tunnels can be up to twice that size.

Ms. Haugen asked how much food is produced through the season extension of the high tunnel. Ms. Baker stated that this was a difficult question to answer as it depends on what is being grown during a particular season. Ms. Baker stated because of the high tunnel, garden interns would be able to start planting in March as opposed to later in the spring and would provide for an additional cycle of crops. Ms. Baker also stated that the purpose of the high tunnel at Concordia, in addition to growing food, was about education and promoting gardening activities.

Ms. Myrdal informed the Commission that a future blueprint would deal with high tunnels and other types of season extenders and how those are recognized in the Fargo-Moorhead area and throughout the region and the United States.

4. Advisory Commission One-Year Recap

Ms. Myrdal provided the Commission with a one-year recap of its activities and actions, followed by questions on what members' experiences have been on the Commission and what members see their role as being. Ms. Myrdal iterated that the Commission was formed through a joint powers agreement in November 2014, with its first meeting being on March 25, 2015. Ms. Myrdal explained that urban agriculture was identified as a priority issue in the Fargo-Moorhead Metropolitan Area food system by the Steering Committee and that, through an online community survey conducted in June 2015, community gardens was identified as the most important issue within urban agriculture. Ms. Myrdal explained that four blueprints pertaining to urban agriculture have been created, discussed and approved by the Commission including: community gardens, urban bees, urban chickens, and residential composting.

Ms. Myrdal provided a recap on the purpose of the Commission as laid out in the joint powers agreement including: assessing the food system in the Fargo-Moorhead Metropolitan Area, educating policy makers on food systems issues, providing language for policies, supporting community wellness, cultivating partnerships, and overseeing the implementation of the Metropolitan Food Systems Plan.

Ms. Myrdal provided the Commission information on its issue prioritization process for urban agriculture blueprints including: Cass-Clay Food Systems Initiative input, Commission and jurisdiction input, public and online community input, and the Metropolitan Food Systems Plan. Ms. Myrdal explained that future blueprints will include municipal composting, structures such as high tunnels, greenhouses, and hoop houses, farmers markets, and residential gardening.

Ms. Myrdal stated that an indirect response of the Commission has been the creation of Ugly Food of the North – a community organization working to bring awareness to food waste and food sustainability issues through education, networking, and community organizing.

5. Minnesota Food Access Planning Guide Update

Mr. Altenburg informed the Commission of the Minnesota Food Access Planning Guide, a project Metro COG was involved in with approximately 25 diverse stakeholders throughout Minnesota. Mr. Altenburg explained that, when complete, the Food Access Planning Guide will be a companion document to the Minnesota Food Charter with a specific focus on how city and county comprehensive plans can better incorporate food access issues within specific comprehensive plan goals and objectives. Mr. Altenburg stated that several meetings have already been held to discuss and determine some of the guiding elements including: mission, vision, purpose, draft language, communication/engagement plan, planning guide design, content and structure, and promotion.

6. Online Commuity Input
Ms. Lipetzky explained that community members who may not be able to attend Commission meetings are able to submit public comments through the City of Fargo Let's Eat Local website. Ms. Lipetzky stated that one public comment had been received between January and February 2016. Ms. Lipetzky stated that the commenter had owned both backyard chickens and ducks since 2012 and is strongly in favor of urban chicken keeping opportunities. Ms. Lipetzky stated that the commenter attested that chickens are far less noisy that dogs and that odor control has not been an issue in their 8'x8' shed with attached 10'x10' run. Ms. Lipetzky explained that the commenter noted that few neighbors knew they had urban chickens and most were often interested in seeing them. Ms. Lipetzky stated the commenter felt chicken to be great companion animals for people who cannot tolerate animals in their homes and that the daily care of feeding, watering, and gathering eggs can be very calming.

7. Public Comment Opportunity
Chair Rasmussen informed the Commission that time would be allotted for public comments.

Caroline McGuire, working on behalf of Ugly Food of the North and the Great Plains Food Bank, stated that North Dakota had recently rolled back an 84-year old law preventing certain types of corporate/factory animal farming practices. Ms. McGuire explained that she felt farm ownership is best left in the hands of family farmers and ranchers. Ms. McGuire stated that large factory farming operations may increase food safety hazards and animal health risks. Ms. McGuire stated that Measure 1 on the June 14, 2016 North Dakota ballot will let North Dakota residents decide whether to roll back these efforts or not.

Jack Wood with Growing Together provided an update of several focuses their group is looking at for the summer. Mr. Wood explained that Growing Together is working with North Dakota State University Extension to provide a Juniors Masters Gardening Program. Mr. Wood noted that their group is also working with the Boys and Girls Club to assist with gardening activities within the community. Mr. Wood explained that their group is looking to expand its community gardening network including First Presbyterian Church in Moorhead, Bridgepointe Community Church in Moorhead, and the Unitarian Universalist Church in Fargo. Mr. Wood stated that their group will be looking to sign up 240 people to assist with 13 to 14 gardens throughout the Fargo-Moorhead area.

Lindsay Breuler provided the Commission an update on the Supplemental Nutrition Assistance Program (SNAP) Double Bucks Program. Ms. Breuler stated that it was her hope to begin the program with the Red River Market in Fargo, where people with SNAP benefits would get a dollar-to-dollar match to buy produce at the farmers market. Ms. Breuler asked the Commission to let her know if Commission members knew of any groups or individuals that may be able to assist with this program.

Verna Kragnes informed the Commission that she is hoping to integrate a farmers training program within Growing Together, which builds upon the work of Growing Together but expanding the training possibilities of people involved with the group. Ms. Kragnes explained that a potential grant from the United States Department of Agriculture (USDA) would fund the farmer/rancher program which will begin in later April or early May. Ms. Kragnes stated that a number of organizations, including Lutheran Social Services, have signed on as supporters of the initiative and an advisory group would assist the program for the first three years. Ms. Kragnes indicated that there will be internship possibilities as part of the training program, similar to the 4-H organization, with year-round activities. Ms. Kragnes stated that special emphasis will be placed on minority farmers including women, new Americans, and individuals with impairments. Ms. Kragnes stated that is was her hope that this would become a model for other farmer training programs throughout the region.

Abby Gold provided an update on Probstfield Farm in north Moorhead. Ms. Gold stated that they are in the process of renting out 100 20'x30' community garden plots, which are $40 for the season. Ms. Gold explained that water and compost is available, as well as the purchase of mulch. Ms. Gold stated that Cooper Garden on 4th Avenue North in Fargo is also seeking gardeners at this time.

8. Commission and Steering Committee Roundtable
Chair Rasmussen asked for the Commission and the Steering Committee to share any additional updates.

Ms. Nolte iterated that, along with Metro COG's involvement with the Minnesota Food Access Planning Guide, she is also involved with a committee for the Minnesota Food Charter and that it is a statewide initiative looking at ways to provide healthy, affordable, and safe food in Minnesota.

Ms. Harden stated that she was excited to see the educational role the Commission has had within the community but felt it would be beneficial to see some of the policies developed by the Commission be implemented within the Fargo-Moorhead Metropolitan area, including best practices related to urban agriculture. Ms. Gold stated that she shared the same feelings.

Ms. Paul stated that she was thankful for the partnerships Ms. Myrdal and the Commission have developed and explained that an individual was currently interested in restarting a program for composting coffee grounds put out by Concordia College dining service operations.

Mr. Thorstad explained that the City of West Fargo would be developing a new Comprehensive Plan and that may be a time to relook at integrating potential food systems issues within its goals, objectives, and policies.

9. Commission Action Steps
Ms. Myrdal stated that the next meeting would be held on May 11, 2016.

Chair Rasmussen adjourned the meeting at 12:02 PM.

Attachment 2

To: Cass-Clay Food Systems Advisory Commission
From: Adam Altenburg, Metro COG
Date: May 4, 2016
Re: ***Approve Appointment of At-Large Member – Stephanie Reynolds***

In addition to the six jurisdiction members, the Joint Powers Agreement for the Cass-Clay Food Systems Advisory Commission makes the provision for an additional five at-large members to serve on the Commission. It is the intent that at-large members will bring additional and varied expertise to the Commission as it relates to food systems issues. At-large members are to be initially vetted by the Steering Committee before being brought to a vote by the Commission. Each at-large member will serve a two-year term.

In February, Andrea Baumgardner informed the Steering Committee that she had taken a new position and would step down from the Commission. The Steering Committee sought new applicants for a new at-large member from March 29 through April 15. In that time, the Steering Committee received four applications and resumes. Following the April 15 deadline, each candidate was ranked according to expertise, how they would fill potential gaps as they relate to food systems issues, time commitment, and advocacy.

With the completion of this process, the Steering Committee recommends the appointment of Stephanie Reynolds for new at-large member to the Commission.

Requested Action:
Approve the appointment of Stephanie Reynolds to the Commission

Apply to be a member of the Cass Clay Food Systems Advisory Commission

The purpose of the Cass Clay Food Systems Advisory Commission is to advise policy makers and elected officials in the Fargo-Moorhead Metropolitan Area on how to assure that residents have access to safe, nutritious, and affordable foods.

The Cass Clay Food Systems Advisory Commission is an eleven (11) member Commission comprised of six (6) elected officials and five (5) at-large members. The elected officials are appointed from the following governmental boards:

- Cass County
- Clay County
- City of Fargo
- City of West Fargo
- City of Moorhead
- City of Dilworth

The at-large members represent various sectors of the food system (production, processing, distribution, consumption, and/or waste management) and/or have a strong working knowledge and expertise on food system related issues. At-large members are recommended by the Cass Clay Food Systems Advisory Commission Steering Committee and agreed upon by a majority of Commission members. Each at-large person shall serve a two (2) year term.

The application cycle for the Cass Clay Food Systems Advisory Commission is an ongoing, open application process to fill the five at-large member positions. At-large members terms run from January 1 – December 31 of each year. To be considered a candidate for the Commission, qualified candidates will meet the following criteria:

- Committed to improving the Cass and Clay county food system.
- Live, work or have a strong interest/investment in Cass or Clay counties.
- Expertise in one or more local food-related issue such as agriculture, food security and access, nutrition, food business and industrial practices, food education and research, land use, urban food production, and distribution.
- Capacity to bring food system relationships and resources to the effort, as well as represent diverse sectors of the local food system and/or the community at large.

Advisory Commission Member Responsibilities:

- Assess the food system in the Fargo-Moorhead Metropolitan Area with consideration of state and national trends and issues
- Educate policy makers in all local jurisdictions on food systems issues
- Provide language for policies and codes based on research
- Support community wellness through various activities related to healthy food consumption

- Cultivate partnerships and foster collaborative communication between local jurisdictions and other public and private partners
- Encourage inquiries from local jurisdictions on food systems issues
- Propose recommendations on ways to improve the food system in the Fargo-Moorhead Metropolitan Area
- Oversee the implementation of the Metropolitan Food Systems Plan.
- Regularly attend bi-monthly Commission meetings.

The Cass Clay Food Systems Advisory Commission meets bi-monthly the second Wednesday from 10:30 a.m. – 12 p.m. (January, March, May, July, September & October).

To Apply:

Individuals interested in applying to serve as an Advisory Commission Member should submit the following to Megan Myrdal, Project Coordinator at meganmyrdal@gmail.com

- Application (link to download PDF)
- A resume or C.V.

APPLICATION FOR CASS CLAY FOOD SYSTEMS ADVISORY COMMISSION

APPLICANT INFORMATION

Name: Stephanie Reynolds		
Phone: (218) 329-0658		
Email: Stephanie.Reynolds333@gmail.com		
Preferred mailing address: 1041 West Ave		
City: Detroit Lakes	State: MN	ZIP Code: 56501

EMPLOYMENT INFORMATION

Current employer: Clay County Solid Waste		
Employer address: 807 11th St N		
Phone: 218-299-7332	E-mail: Kirk.Rosenberger@co.clay.mn.us	Fax: 218-299-5195
City: Moorhead	State: MN	Zip: 56560
Position: Clay County Solid Waste Assistant		

WHAT SKILLS, TRAINING, OR EXPERIENCE DO YOU HAVE RELATED TO THE WORK OF THE COMMISSION?

I have been with Clay County for over a year and a half. Through this time I have gained knowledge of waste management, especially food waste management. On my own I have become proficient in food waste reduction techniques and food waste recovery. The organization ,Green Dragons, at MSUM conducted a food waste sort, and I have been a part of a municipal solid waste sort. The last two years, I have recovered food waste from MSUM's dining service, a non-profit animal rescue, and Sydney's health market for compost.

REASON FOR YOUR INTEREST TO SERVE ON THIS COMMISSION:

Through working for Clay County I have become interested in policy making. Policies guide the community in a certain direction. I think I can bring expertise in sustainability to guide the commission for making more informed ordinances within a variety of topics.

PLEASE PROVIDE A BRIEF BIO (200 WORDS OR LESS): NOTE: THIS MAY BE USED FOR PUBLICATION TO DESCRIBE THE COMMISSION.

I have lived in Fargo/Moorhead for six years while attending college for a degree in sustainability with an emphasis in environmental science. I have been interested in food security issues and sustainable agriculture for the last two years. In my opinion, sustainable agriculture and food security go hand in hand. Although this is not a typical food security issue, if the land cannot produce food then people will go hungry. I plan to stay in the Fargo/Moorhead community until I become established in a field of expertise. I plan to continue the expansion of my knowledge of sustainable agriculture, specifically soil sustainable management, to educate the community about best practice techniques in order to secure our food for the future.

Signature: Stephanie Reynolds	**Date:** 4/15/16

Please return this form to Megan Myrdal – meganmyrdal@gmail.com

Or mail to:

Fargo Cass Public Health
Attn: Kim Lipetzky
1240 25th Street South
Fargo, ND 58103-2367

Attachment 2b

STEPHANIE REYNOLDS

1041 West Ave | Detroit Lakes, MN 56501 | (218)329-0658 | Stephanie.Reynolds333@gmail.com

OBJECTIVE

Bring expertise of sustainability and environmental science to Cass Clay Food Systems Advisory Commission by becoming an Advisory Commission Member.

EDUCATION

Bachelor of Science — Expected May 2016

Minnesota State University Moorhead

- Major: Sustainability with an Emphasis in Environmental Science
- Minor: Psychology
- Related Course Work: research with microgreen/worm casting and vermicomposting air exchange. Other course work includes: GIS programing, biology, chemistry, geology, geography, anthropology, sustainability, environmental sociology and psychology courses.

SKILLS & ABILITIES

Management

- Since 2014, I have managed the electronics recycling program at Clay County. This implies, ordering trucks and materials, collecting material, transporting pallets and Christmas lights, and loading the trucks. Clay County has collected over 330,000 pounds of electronics in 2015.
- In 2015, I managed another successful year of Clay County's Take Jack Back program. Clay County collected over 14 tons of pumpkins, which were composted at a local farm.
- Green Dragons, an organization at MSUM organized a full day Earth Day event that featured a band, electric cars, a sustainable lunch, and local organizations.

Writing

- Successfully completed a grant for Clay County. The grant was $600,000 for final design and engineering for Clay County's transfer station and problem materials facility.
- Submitted and received feedback for a Minnesota Department of Agriculture grant. I did not receive this grant, but I learned grant writing skills for future writing projects.

Leadership

- I was appointed secretary of the organization Green Dragon's at MSUM in 2014 to 2105. The president left the term early in which the organization leaders, including myself, stepped into the presidential role.

EXPERIENCE

Clay County Solid Waste Assistant 2014 to 2016
Clay County Solid Waste

- Responsible for Clay County's electronic recycling program and call to recycle program.
- Other duties include: writing grants, leases, cover letters, solid waste recommendations and researching various projects such as solar panels.

Psychiatric Technician 2013 to 2015
Prairie St. John's

- Provided patient care to intensive psychiatric patients by conducting blood pressure checks, room checks, patient observations, meals, and therapeutic communication.

Attachment 3

Hoop Houses, Greenhouses, and Other Structures

This issue brief will provide background information related to backyard structures, specifically structures used for greenhouses and hoop houses. Also, to address the common concerns and benefits from a health, environmental, social, and economic standpoint. Appendices have been provided to share how regional jurisdictions are managing their greenhouses, hoop houses, high tunnels, and other structures as well as example policy language from other jurisdictions.

Background

The need and desire for local food has increased over the years but it has always been hard for people living in the city to get access to fresh, local food. However, with urban agriculture becoming more popular and present in many cities throughout the United States, people's access to local food is increasing. The presence of fresh food within the cities can contribute to decreasing food insecurity. Urban agriculture means the growing of plants and the raising of animals within and around cities. One of the means of growing food within the city is using structures like hoop houses and greenhouses. Residents can use these structures to grow their own food and sell it to people in the community at farmer's markets or farm stands.

Hoop houses and greenhouses are all very similar, in that they allow to grow crops outside of the normal growing season but they have some key differences that set them apart. Hoop houses, also called high tunnels, are defined as unheated greenhouses made from polyethylene covering and plastic piping that are used to extend the growing season. Hoop houses are often times temporary, however they can be permanent. Greenhouses are permanent structures that are used to grow crops throughout the whole year and use alternative ways of heating and cooling the inside environment. Then there are also low tunnels, also called quick hoops, that are like mini hoop houses. They are often not big enough to walk into, but they cover the crops enough to protect them and function as a regular hoop house would.

Season extending structures like hoop houses and greenhouses have been used successfully throughout many urban areas. But people would first need to consider zoning laws and other stipulations to discuss with city officials. Some considerations would be adhering to fire safety rules regarding the use of certain plastic coverings for hoop houses, considering the distance these structures have to be away from each other or other buildings, land usage, and height or width requirements. If a person would want to construct or install a hoop house or another structure they may have to obtain a permit, depending on where the structure will be located. They may also need to obtain a set of rules that need to be followed, for example using approved materials and using the proper amount of space.

Many larger cities around the United States are specifically using terms like "hoop house" "high tunnel" or "greenhouse" to describe structures that are permitted or ones that are not permitted in their city codes. This lets the residents know what they can do within the city. Many smaller cities or towns have not addressed the usage of hoop house or high tunnels, but some do mention the accessory use of greenhouses. As urban agriculture becomes a large form of access to food, the usage needs to be addressed clearly in the city codes and ordinances.

DRAFT

The domains for evaluating season extending structures in the city are based on the health, environmental, social, and the economic benefits and concerns. Table 1 summarizes the approval of greenhouses in the local area, Table 2 summarizes the approval of hoop houses in the local area, and Table 3 lists the benefits and concerns for each domain.

Table 1. Summary of backyard structures approval in local jurisdictions for greenhouses

Moorhead	Dilworth	Clay County	Fargo	West Fargo	Cass County
Permitted	Permitted	Permitted	Permitted*	Permitted	Permitted**

**Temporary use is allowed up to 8 months and conditional use is allowed in zoning sections AG, SR 0, GI, and PI.*
***In selected zones/townships*

Table 2. Summary of backyard structures approval in local jurisdictions for season extenders

Moorhead	Dilworth	Clay County	Fargo	West Fargo	Cass County
Not Addressed	Not Addressed	Not Addressed	Not Addressed	Not Addressed	Not Addressed

Table 3. Framework for evaluating backyard structures

DOMAIN	BENEFIT	CONCERN
Health	Choice over chemicals used in growing process [1]Control over processing and storage of foods Control over bacteria that that your produce is exposed to Gardening can be a great physical activity Helps manage stress by being able to get outside and be active in the colder months	[3]Some pieces of land may be contaminated and unfit for agricultural use.
Environment	Storm protection [2]Keeps animals away from the produce	Temperature regulation [4] May also attract certain pests that like to live under the protected environment

[1] http://davesgarden.com/guides/articles/health-benefits-of-hoop-house-gardening/#b
[2] http://www.noble.org/ag/horticulture/hoophouse/
[3]http://www.farmalliancebaltimore.org/wp-content/uploads/2012/05/Agriculture.Industrial-Renewal.pdf

Social	If used as a business endeavor: -Retain old customers -Attain new customers -Year-round income -Year-round employment	Size of structure Best for high-quality produce (tomatoes, broccoli, etc)
Economic	Extended growing season [3]Crops grown in hoop houses can hit the market early while prices are still high, helping to capture loyal customers for the entire season Crops grown in hoop houses can have higher quality and yields than those grown in the field	If not properly taken care of, the hoop house or greenhouse could cost a farmer more money.

**Additional concerns:*
- Due to being located in a high wind area, structures should be properly secured to sustain high winds. Structures that become detached from the land due to wind could be dangerous to people or other property in the proximity.
- Hoop houses, greenhouses, and other structures may attract vandalism. Be sure to install an anti-vandalism like motion censored lights.

Resources

If you have questions, please contact Kim Lipetzky with the Fargo Cass Public Health Office at 701-241-8195 or klipetzky@cityoffargo.com.

Food and Agriculture Organization of the United Nations
http://www.fao.org/urban-agriculture/en/

HighTunnels.org
http://hightunnels.org/

Greenhouse production systems in organic production
https://www.colorado.gov/pacific/sites/default/files/Organic%20Greenhouse%20Production%20System.pdf

[3] https://attra.ncat.org/newsletter/attranews_0509.html
[4] http://www.aces.edu/timelyinfo/Horticulture/2010/July/July_2_2010.pdf

Appendix A: Greenhouses/Hoop Houses in the Local Jurisdictions

Fargo, ND

§20-0404 - Temporary Uses

E. Time Limit

Temporary uses will be permitted for a maximum of 15 days, provided, however, the Zoning Administrator should be authorized to allow such temporary use to extend for as long as 8 months. Upon expiration of a temporary use permit, another permit for the same premises may not be obtained for at least 30 days. The applicant shall submit a written explanation of the length of time needed for the temporary use.

Examples of uses that require temporary use permits include, but are not limited to the following:

1. Greenhouses,
2. Fireworks sales (permitted outside City limits only),
3. Outdoor seating and serving area at a restaurant (must include an alternative parking plan if on-site parking area is affected),
4. On-site storage tents, trailers, or other shelter to house inventory during construction or other unusual business interruptions.

The districts that crop production is allowed are the AG, SR0, GI, and PI districts.

https://www.municode.com/library/nd/fargo/codes/code_of_ordinances?nodeId=CH20LADECO_ART20-04USRE_S20-0401USTA

West Fargo, ND

4-442. ACCESSORY BUILDING AND USE PROVISIONS. Accessory buildings and uses, except as otherwise permitted in this Ordinance, shall be subject to the following regulations:

1. An accessory building or use which is structurally attached to a main building, shall be subject to, and must conform to, all regulations of this Ordinance applicable to the main building.

2. No detached accessory building or use in any residential district shall exceed one story or 15 feet in height.

3. No detached accessory building or use shall be erected in any required yard, except a rear yard, nor shall it be located closer than three (3) feet to any side or rear lot line, subject to the following exceptions:

a. Where the rear lot line is coterminous with any alley right-of-way, the accessory building or use shall not be closer than one (1) foot to such a rear lot line except when a garage is entered from an alley at right angles, it shall not be nearer than ten (10) feet to the rear lot line.

b. On corner lots, an accessory building or use, including driveways on the street side, shall maintain the same side yard setback required for the main building, except for garages accessing a public street, which shall maintain a setback of 18 feet for lots of 50 feet or less and 20 feet for lots greater in width than 50 feet. c. In no instance shall an accessory building or use be located within a dedicated easement right-of-way. d. On through lots or double frontage lots where one of the front yards is intended to serve as the rear yard and is consistent with the other lots on the block, detached accessory buildings may be erected within twelve (12) feet of the intended real lot line and three (3) feet of the side lot line.

e. Accessory buildings for townhouses may be constructed up to the interior lot line following the principal building scheme.

4. No accessory building shall be constructed upon a lot until the construction of the main building has been actually commenced.

5. No accessory building in a residential district shall exceed 1,000 square feet, except in the Rural Residential District where accessory buildings up to 1,600 square feet are allowed. Accessory buildings

greater than 1,000 square feet in the Rural Estate District and 1,600 square feet in the Rural Residential District are allowed as a conditional use.

Moorhead, MN

10-12: ACCESSORY USES:

The following are permitted accessory uses in an RLD-0, RLD-1, RLD-2, RLD-3, RMD-1, RMD-2, RHD-1 district:

- Noncommercial greenhouses and conservatories.

10-18-2: USE REGULATIONS

P. Agricultural related commercial uses:

1. Building footprints shall amount to a minimum of one thousand (1,000) square feet or five percent (5%) of the site, whichever is greater, and the buildings shall be oriented to front on adjacent arterial or collector streets. Where parcels have double frontage such as along an interstate corridor, the building shall have a similar architectural character on both frontages.

ARTICLE A. MU-1 DOWNTOWN MIXED USE DISTRICT

10-15A-3: ACCESSORY USES:

The following are permitted accessory uses in a MU-1 district:

- All permitted accessory uses as allowed in the NC neighborhood commercial district.
- Rooftop gardens.

ARTICLE B. MU-2 CORRIDOR MIXED USE DISTRICT

10-15B-3: ACCESSORY USES:

The following are permitted accessory uses in an MU-2 district:

- All accessory uses as permitted in the MU-1 downtown mixed use district.

10-15C-3: ACCESSORY USES:

The following are permitted accessory uses in an MU-3 district:

- All accessory uses as permitted in the MU-1 downtown mixed use district.
- Buildings, structures or uses accessory to the principal use and limited to not more than thirty percent (30%) of the gross floor space of the principal use.

http://www.sterlingcodifiers.com/codebook/index.php?book_id=530

Clay County, MN

1. Accessory structures over 200 square feet require a building permit and must meet applicable building codes standards.
2. If an accessory structure is 200 square feet or less, no building permit is required.
3. All accessory structures on a lot would need to meet zoning standards (whether it needs a building permit or not) – such as lot coverage requirements and building setbacks within the applicable zoning district (standards vary depending on the zoning district).
4. The total footprint of all accessory structures on a lot (such as attached/detached garages, shed, greenhouse, etc.) may be equal to or less than the total footprint of the house.
5. The total height of accessory structures on a lot may not exceed the height of the house on the lot.

Dilworth, MN

11.020 PERMITTED USES

The following are permitted uses in the Transition Zone (TZ) District:

B. NON-RESIDENTIAL USES.

1) Farming (includes crop, trees, hobby farms, etc) and Agricultural related uses subject to MPCA standards, but not including livestock operations;

2) Home Occupation;

3) Essential Services;

DRAFT

4) Nurseries, greenhouses, landscape material operations including retail and wholesale operations;

CHAPTER 12: SINGLE-FAMILY & LIMITED TWO FAMILY RESIDENTIAL DISTRICT (R-1) SECTION 12.030 ACCESSORY USES

4) Noncommercial greenhouses and conservatories;

CHAPTER 13: SINGLE-FAMILY & TWO FAMILY RESIDENTIAL DISTRICT (R-2) SECTION 13.030, ACCESSORY USES

4) Noncommercial greenhouses and conservatories;

CHAPTER 14: LIMITED MULTIPLE FAMILY RESIDENTIAL DISTRICT (R-3) SECTION 14.030, ACCESSORY USES

5) Noncommercial greenhouses and conservatories;

CHAPTER 15: MULTIPLE-FAMILY RESIDENTIAL DISTRICT (R-4) SECTION 15.030, ACCESSORY USES

4) Noncommercial greenhouses and conservatories;

16.030 ACCESSORY USES

The following are permitted accessory uses in the Manufactured Housing Residential District (R-5):

4) Noncommercial greenhouses and conservatories;

Cass County, ND

Greenhouses, hoop houses, and other structures are permitted according to individual township codes.

DRAFT

Appendix B: Backyard Structures in Regional Jurisdictions: Greenhouses/Hoop Houses

Bismarck, ND
A building permit may be issued for a new accessory building on a parcel of record with an existing single-family principal building, provided:
1) the parcel of record meets the minimum lot area requirement for a zoning lot in the district in which the parcel is located; 2) the parcel of record has its principal frontage on a dedicated public right-of-way or on a permanent, exclusive, non-obstructed access easement to a dedicated public right-of-way not less than twenty feet wide; and 3) the parcel of record is an auditor's lot or aliquot description rather than a metes and bounds description.

Commercial greenhouses are permitted to be used in certain districts throughout Bismarck, including the commercial district, agricultural district,

In the agricultural district, an accessory building may be constructed if the building is no more than the maximum of 1% of the total area, a maximum of up to 5,000 square feet. The maximum wall height should be no more than 14 feet and the maximum building height should be no more than 25 feet. If the rural single-family residency lot is at least 40 acres, then the maximum is increased to 7,500 square feet with a 16-foot wall height limit. If the rural single-family residency is at least 80 acres, then the allowable maximum space for an accessory building is 15,000 square feet and no wall height limit was listed.

Duluth, MN
The Minnesota Building Code allows individuals to build accessory structures up to 200 square feet without a permit, which would include hoop houses and greenhouses. While no permit is required to erect such a structure, it would need to meet code requirements (which for this type of structure are not well defined in the residential building code). The Minnesota zoning code would require a minimum rear yard setback of 5 feet and a side yard setback of 3 feet. In addition, the structure could occupy no more than 30% of the rear yard area.

If the structure is greater than 200 square feet, a building permit would be required and the structure would need to be reviewed by a plans examiner to insure it meets the requirements of the building code.

Grand Forks, ND
The two agricultural district allows for farming and crop production. The other districts do not address the use of these structures.
18-0208. - R-1 single-family residence district.
The following shall apply in all R-1 single-family districts:
(Q) Customary accessory uses and buildings, provided such uses are incidental to the principal use. Any accessory building shall be located on the same lot with the principal building.

18-0215. - B-2 shopping center district.
(4) *Temporary uses:*
- (A) All temporary uses permitted in the B-1 limited business district.
- (B) Seasonal sale of farm produce:
  1. Maximum length of stay shall be for six (6) months of each calendar year.

DRAFT

2. Sales areas, including the produce stands, shall be set back a minimum of thirty (30) feet from the nearest right-of-way of any street or highway. Entrances and exits to the parking lot shall be a minimum of thirty (30) feet from any intersection.

(C) Greenhouse, for a period not to exceed three (3) months.

18-0216. - B-3 general business district.

Uses permitted:

(M) Greenhouses, retail.

(4) *Temporary uses:*

(A) All temporary uses allowed in B-2 shopping center district.

Also, the two agricultural district allows for farming and crop production. The other districts do not address the use of these structures.

https://www.municode.com/library/nd/grand_forks/codes/code_of_ordinances?nodeId=PTICICO

Lincoln, NE

"AG" AGRICULTURAL DISTRICT & ARTICLE 5 "AGR" AGRICULTURAL RESIDENTIAL DISTRICT
4.007 Permitted Special Uses.
i) Garden centers;

4.017. Height and Area Regulations.
1) Required Yards:
vii. Accessory buildings which are attached to or not located more than ten (10) feet from the main structure shall be considered a part of the main structure and shall comply with the front, side and rear yard requirements of the main building. Accessory buildings not a part of the main structure may be located: (Resolution No. R-12-0058, July 24, 2012) 1. in the required rear yard, but such accessory buildings shall not be nearer than two (2) feet to the side or rear lot line; such accessory buildings located in the required rear yard shall not occupy more than thirty percent (30%) of the required rear yard, and; (Resolution No. R-12-0058, July 24, 2012) 2. not nearer than a distance equal to ten percent (10%) of the average lot width from the side lot line. Resolution No. 3740, August 31, 1983) (Resolution No. R-12-0058, July 24, 2012)

27.63.430 Greenhouses.
Greenhouses are intended to be located in areas of special consideration such as designated flood plains and noise hazard districts or in urban fringe or large lot developments where such use will not have an adverse impact on surrounding residential uses. Greenhouses shall be allowed by special permit in the R-3 district under the following conditions:
(a) The minimum lot area is at least two acres;
(b) No retail sales shall be conducted on the premises;
(c) The greenhouse is an accessory use to a main residential use;
(d) All materials are stored inside buildings;
(e) Not more than twenty-five percent of the lot area may be devoted to such use;
(f) The proposed use shall not have any adverse or detrimental effect upon the values of the surrounding land uses;
(g) In order to assure such use is compatible with surrounding uses, the Planning Commission may impose more restrictive height, area, parking, and sign requirements as may be necessary. (Ord. 18480 §10; December 20, 2004: prior Ord. 13724; §3; October 31, 1983).
https://www.lincoln.ne.gov/city/attorn/lmc/ti27/ch2763.pdf

Mankato, MN (Blue Earth County, MN)

Sec. 24-112 Uses

(a) *Permitted uses*. The following are permitted within the A district.

(15) Greenhouses

Sec. 24-502 Uses.

(b) Conditional Uses. The following may be allowed as conditional uses within the UFD, subject to provisions of article II of this chapter.

(5) Garden nurseries and greenhouses in the RR, A, and C districts.

https://www.municode.com/library/mn/blue_earth_county/codes/code_of_ordinances

Rochester, MN

62.148 Agricultural Uses: The following is a list and description of the agricultural use categories:

1) Agricultural Production: Establishments engaged in the production of crops, plants or vines, including forestry, and the incidental sale of produce raised on the premises to individuals, or establishments in existence on the effective date of the ordinance which are engaged in the keeping, grazing or feeding of livestock for sale, value increase, or livestock increase.

5) Retail Agriculture: Establishments that are primarily engaged in providing services related to or conducting the sale at retail of horticulture and floriculture products, including nurseries, greenhouses, lawn and garden services, or ornamental shrub and tree services. These enterprises typically produce their own stock, unlike a garden center which imports from other establishments the products it sells at retail.

http://www.rochestermn.gov/home/showdocument?id=9851

Sioux Falls, SD

Chapter 160: Zoning

FORM DD4: DETACHED DWELLING— HISTORIC PRESERVATION

§ 160.093 ACCESSORY USES.

(2) Residential accessory buildings. No accessory buildings shall be constructed upon a lot until the construction of the main building has been actually commenced, and no accessory buildings shall be used unless the main building on the lot is also being used. Residential accessory buildings include, but are not limited to:

A. A noncommercial greenhouse that does not exceed in floor area 25% of the ground floor area on the main building.

C. Vegetable or flower garden.

DRAFT

Appendix C: Greenhouse/Hoop House Example Ordinances

Kansas City, Missouri

88-810-692 - HOOP HOUSE

A temporary or permanent structure typically made of flexible pipe or other material covered with translucent plastic, constructed in a "half-round" or "hoop" shape, for the purposes of protecting and cultivating plants. A hoop house is considered more temporary than a greenhouse.
(Ord. No. 120697, § 1, 8-23-2012; Ord. No. 120783, § 1, 10-4-2012)

Boston, Massachusetts

SECTION 89-4. Urban Farm, Ground Level.

1. Urban Farm, Ground Level.

(a) *Use Regulations*. The primary activity to be performed on an Urban Farm shall be the cultivation of plants and horticultural crops; other activities may be subject to permitting.

i. Urban Farm, Ground Level, Small. Small Ground Level Urban Farms are Allowed in all Districts and Sub districts.

ii. Urban Farm, Ground Level, Medium. Medium Ground Level Urban Farms are Allowed in all Districts and Sub districts.

iii. Urban Farm, Ground Level, Large. Large Ground Level Urban Farms are Allowed in all Industrial Districts and Sub districts. Large Ground Level Urban Farms are Conditional in all other Districts and Sub districts.

(b) *Maximum Height of Farm Structures.* Farm Structures, including but not limited to Hoop houses, sheds and shade pavilions, shall be subject to the applicable height limits in the Underlying Zoning.

(c) *Setbacks for Farm Structures.*

i. Subject to Article 10 (Accessory Uses), all Farm Structures shall be set back five (5) feet from all property lines in all Districts and Sub districts.

(d) *Design Review.* The following Farm Structures on an existing and/or expanded Ground Level Urban Farm are subject to the Design Component of Small Project Review pursuant to subsection (b) (iv) of Section 80E-2.1 of the Boston Zoning Code (Design Review Required by Underlying Zoning):

i. Any proposed Freight Container in any District or Sub district except Industrial; and

ii. Any proposed Farm Structure greater than 300 square feet located on an existing Ground Level Urban Farm or proposed Ground Level Urban Farm not undergoing Comprehensive Farm Review (See Section 89-6), and located in a Neighborhood Design Overlay District; and

iii. For all other Districts and Sub districts not within a Neighborhood Design Overlay District, any proposed Farm Structure greater than 750 square feet located on an existing Ground Level Urban Farm or proposed Ground Level Urban Farm not undergoing Comprehensive Farm Review (See Section 89-6).

(e) *Signage.* The following regulations shall apply to signage used for Urban Farms:

i. *Types of Signage:*

a. All Ground Level Urban Farms shall be required to post one (1) identification sign, not exceeding six (6) square feet in total area, attached at a height of no more than four (4) feet high to a structure or fence stating only the name of the Ground Level Urban Farm and contact information.

b. One (1) temporary sign shall be Allowed for a Farm Stand and may be displayed during sales hours but must be removed from the premises and stored inside a structure when the Farm Stand is not in operation. Temporary Farm Stand signs shall not encroach upon sidewalks, driveways and / or other rights of way, and shall be displayed so as not to create a nuisance or hazard.

ii. *Sign Design Review.*

a. Urban Farms subject to Comprehensive Farm Review (See Section 89-6) shall provide, as part of their CFR submittal, a signage plan showing proposed signage and related architectural features on the sign frontage (See Section 89-6.5(a)v).

b. Urban Farms not subject to Comprehensive Farm Review (See Section 89-6) and exceeding the requirements of Section 89-4.1(e)i.a shall be subject to Article 11 of the Boston Zoning Code,

DRAFT

or, alternatively, shall submit plans for signs under the Comprehensive Sign Design provisions of Article 80, Section III-80E-2 of the Boston Zoning Code.

1. Rooftop Greenhouse.

(a) *Use Regulations*. The primary activity to be performed on an Urban Farm shall be the cultivation of plants; other activities may be subject to permitting.

i. Rooftop Greenhouses are Allowed in all Largescale Commercial, Industrial, and Institutional Districts and Sub districts.

ii. Rooftop Greenhouses are Conditional in all other Districts and Sub districts.

(b*) Maximum Height*. Rooftop Greenhouses shall be no higher than twenty-five (25) feet from the roof surface.

2. Urban Farm, Roof Level.

(a) *Use Regulations.* The primary activity to be performed on an Urban Farm, or within a Farm Structure, shall be the cultivation of plants; other activities may be subject to permitting.

i. Urban Farm, Roof Level, Small. Small Roof Level Urban Farms are Allowed in all Districts and Sub districts.

ii. Urban Farm, Roof Level, Medium. Medium Roof Level Urban Farms are Allowed in Large-scale Commercial, Industrial and Institutional Districts and Sub districts. Medium Roof Level Urban Farms are Conditional in all other Districts and Sub districts.

iii. Urban Farm, Roof Level, Large. Large Roof Level Urban Farms are Allowed in Large-scale Commercial, Industrial and Institutional Districts and Sub districts. Large Roof Level Urban Farms are Conditional in all other Districts and Sub districts.

(b) *Maximum Height of Farm Structures*. Farm Structures, including but not limited to Hoop houses, sheds and shade pavilions, shall be subject to the applicable height limits in the Underlying Zoning except for Rooftop Greenhouses (See Section 89-5.1(b).

(c) *Design Review*. The following Farm Structures on an existing and/or expanded Roof Level Urban Farm are subject to the Design Component of Small Project Review pursuant to subsection (b) (iv) of Section 80E- 2.1 of the Boston Zoning Code (Design Review Required by Underlying Zoning):

i. Any proposed Farm Structure that is visible from a public street or public open space in any District or Sub district, other than Industrial which does not about a Residential District or Sub district.

http://www.bostonredevelopmentauthority.org/getattachment/8405c72c-7520-43ad-a969-0e27dddae7a2

DRAFT

Appendix D: Examples of Greenhouses/Hoop Houses

Other cities across the United States are adopting official policies on urban agriculture. Here are some examples of those cities.

Baltimore City, Maryland

The Baltimore Sustainability Plan

Baltimore's sustainability plan is intended to complement the comprehensive plan through the introduction of 29 policy goals under seven general themes: cleanliness, pollution prevention, resource conservation, greening, transportation, education & awareness, and green economy. Under the greening theme 'establish Baltimore as a leader in sustainable local food systems' emerged as one of four main goals.

The city will utilize a variety of strategies to achieve this goal including various methods to increase cultivated land, develop an urban agriculture plan, and increase the demand for locally produced food in schools, institutions, supermarkets, and by individuals. Increased land use planning and zoning changes will be necessary to identify locations for urban agricultural infrastructure and institutions. The city will also attempt to increase city farms and community gardens on vacant and abandoned lots.

In addition, this plan includes a strategy to compile local and regional data on various components of the food system. By connecting regional and urban farms with local institutions, processing facilities, and distributors Baltimore has the potential to create a successful urban agricultural system that not only accommodates urban growers but also supports the ability of nearby farmers to tap into urban markets for locally grown products.

http://www.minneapolismn.gov/www/groups/public/@cped/documents/webcontent/convert_282989.pdf

Cleveland, Ohio

Cleveland, Ohio has recently determined that urban agriculture is a viable economic development strategy that can play a role in revitalizing its urban areas. In response, the city has updated its zoning code to protect and accommodate urban agriculture. Other cities are following Cleveland's lead and embarking on rezoning studies to determine how their cities' codes can be updated to fulfill their individual needs.

Cleveland has established an Urban Garden District within its zoning code in order to ensure that urban gardens are appropriately located on sites and represent the highest and best use for the community. The code defines community gardens, market gardens, greenhouses, hoop houses, and cold frames. Permitted main uses within the urban garden district include only community gardens and market gardens. Permitted secondary uses include greenhouses,

hoop houses, cold frames, open space, fences, signs, benches, bike racks, raised beds, compost bins, seasonal farm stands, garden art, rain barrels, chicken coops, beehives, and children's play areas. Buildings are limited to tool sheds, shade pavilions, barns, restroom facilities with composting toilets, and planting preparation houses. A list of supplemental regulations controls the specific elements of permitted accessory uses including location, height, and coverage.

Elsewhere in Cleveland's zoning code are restrictions on farm animals within the city. These codes allow for and regulate chickens, ducks, rabbits, and bees within residential areas. Goats, pigs, and sheep require at least 24,000 square feet of land within residential districts and 14,400 square feet within non-residential districts. Horses, cows, alpacas, and llamas are generally not allowed. http://www.minneapolismn.gov/www/groups/public/@cped/documents/webcontent/convert_282989.pdf

DRAFT

Appendix E: Additional Greenhouse/Hoop House Information

Concordia College, Moorhead, MN

In 2010 Concordia College started a campus organic garden called Cornucopia, which is the college's experiential learning site. In the Fall of 2015, a hoop house was built to extend the growing season and allow more experiential learning, even during the cold months in the Fall and the Spring. Concordia's hoop house uses a solar closed convection air system to extend the season even longer because it uses the solar energy to heat the soil inside of the hoop house. However, they did have to overcome some barriers before being able to build this hoop house. The barriers were mostly related to the closed convection system, material used, zoning codes and setbacks, square footage, seasonal vs. permanent, proximity of maintenance structure (garage) to hoop house, and its overall use. The closed convection system hoop house is the only one of its kind in Moorhead so the city never dealt with a situation like that before. Another part of the issue was they never dealt with a structure that was planned in a residential neighborhood but on a college campus. The city did end up making a new ordinance around closed convection systems. The planners of this structure also had to gets the plans approved by the city and ask all the neighbors if they could build this structure. They had to ask neighbors because this structure would take away greenspace and be a potential eyesore. One "major" barrier they had to overcome was the head house connection to the hoop house. Traditionally, the head house is connected to the hoop house or greenhouse so the heat does not escape to the outside. But the city did not want Concordia's head house connected to the hoop house because the plastic that covers the structure has the potential to catch on fire and if it was connected to the head house the fire could spread easily. However, the material that was used to cover this structure was a specific type of plastic that was less likely to catch on fire. From a growing stand point, it is very important for the head house to be connected to the hoop house in order for it to maintain a proper temperature and function as it should. When using the fire safe material, the hoop house would not catch fire and spread to the head house. Therefore, an ordinance would be able to address the connection of the head house to a hoop house when fire safe materials are used.

DRAFT

Attachment 4

To: Cass-Clay Food Systems Advisory Commission
From: Kim Lipetzky, Fargo Cass Public Health
Date: May 4, 2016
Re: ***Online Community Input***

In order to keep the Food Systems Advisory Commission apprised of various issues and inquiries raised by the community, the Cass-Clay Food Systems Initiative (CCFSI) Steering Committee will keep a record of questions and comments received on behalf of the public and will review them with Commission members on a continuing basis. These will include public comments received through the City of Fargo *Let's Eat Local* website (**www.letseatlocal.org**) and other venues.

No public comments were received from March to April 2016.

Requested Action: None