Matrix for CFAC Comments on Subdivision Proposals

Please use the below matrix to pull relevant details out of the subdivision proposal, investigate the site, and structure CFAC’s written comments. The goal here is to be concise and thorough, not overly prescriptive. If you need to modify the organization of your points, please feel free to do so. Also, feel free to add language that illustrates the importance of community food security and/or farmland.

Thank you for the opportunity to comment on the ______ subdivision proposal.

CFAC members have reviewed the subdivision proposal and visited the site, and would like to make the following observations regarding impacts to agriculture:

1. **Zoning & Comp. Plan:** Factual statement on current zoning and/or comprehensive plan for the area. What do the land use plans suggest for development here?

2. **Soils:** Factual statement re: agricultural soils within the proposed subdivision. Describe the soils quality (NRCS, current & historic use, type—e.g. Big Arm Sandy Loam), quantity (acreage), and development’s footprint on these soils (which soils are being displaced and what will be left?).

3. **Historic land use:** Has the land been used in a way that demonstrates its productive potential (e.g., has it been in agriculture, or is it a former gravel pit)?

4. **Irrigation:** Factual statement on current availability of water and/or impacts to agricultural water user facilities.

5. **Other considerations:** Are there any other impacts to agriculture that should be considered?
   - Off-site impacts to nearby farms/ranches.
   - Whether or not surrounding area is conducive to agriculture.

6. **Subdivision design:** Factual statements on how impacts to agriculture have been or could be avoided/mitigated within the proposed subdivision.

**Recommendation:** Based on the above findings, CFAC recommends….
   - That the proposed subdivision be denied or accepted.
   - The following condition(s) for approval.
   - No recommendation, just observations.

Thank you for considering CFAC’s perspective. Please let us know if we can be of any further assistance.
CFAC Process for Commenting on Subdivision Proposals

1. **Screening:** Paul will receive & screen all requests for CFAC. Then, he will find two CFAC partners to review the proposal, visit the site, fill out the matrix (see reverse), and send back to Paul.

2. **Reviewing the proposal:** The CFAC “pair” will review the subdivision proposal & plat for the range of potential impacts to agriculture, as well as visit the site to ground truth the proposal, documenting the site-specific impacts to agriculture.

3. **Commenting:** The pair will write a draft memo for CFAC based on the matrix, and then send it to Paul, who will revise it with them and make sure it is consistent with other CFAC comments.

4. **Consensus:** Once revised with pair, Paul will send CFAC’s drafted comments to the LUV Committee and interested CFAC partners for discussion. Before submitting comments with CFAC’s name, consensus must be reached within the LUV Committee.

5. **Submitting comments:** Paul will paste CFAC’s comments on CFAC letterhead and send to the appropriate parties (OPG & developer).

6. **Tracking:** Paul will track subdivision processes and keep CFAC members informed so they can testify to Planning Board, County Commissioners, and City Council.

7. **Oral Testimony:** Any CFAC presentations should be consistent with written comments.

8. **Debriefing:** LUV Committee will discuss CFAC’s comments on subdivision proposals, so we can further refine our approach and touch on hot topics.