



## Urban Agricultural Guidelines, Policies & Procedures for Certification & Management Plan Preparation

### Urban Farm Definition (CB-25-2016)

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**Urban Farm:** A use that permits a non-profit organization or for-profit business to cultivate fruits, vegetables, flowers, that permits composting, beekeeping, agricultural education, and incidental sales (excluding in the R-80 and R-55 Zones) on the property, and excludes livestock. However, a Health Department permit is required if fruits and vegetables are cut up or prepared foods are sold to the public. The non-profit organization or for-profit business operating an urban farm shall be a cooperator with the Prince George's Soil Conservation District, and operate under an approved Farm Management Plan. Accessory structures ordinarily found in association with an Urban Farm are permitted. The appearance and scale of all accessory structures shall be in compliance with the existing requirements of the zone. Off-street parking and loading requirements in Part II and Landscape Manual regulations do not apply to an Urban Farm. The term shall not include "Agriculture."

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### To be an Urban Farm, you must adhere to the following requirements:

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1. Be a for-profit or non-profit enterprise
2. Engage in the cultivation of fruits, vegetables, and/or flowers (composting, beekeeping, and/or Ag education is allowed)
3. Incidental sales are allowed
4. **No livestock (including chickens)**
5. Be a cooperator with the Prince George' Soil Conservation District (PGSCD)
6. Operate under an approved Farm Management Plan (with PGSCD)
7. Accessory structures are allowed but may require permits (i.e. shed, barn, washing station, walk-in cooler, high-tunnel)
8. Be located in one of the following zones: R-O-S, O-S, R-A, R-E, R-R, R-80, R-55 and R-18 (Note R-80, R-55 and R-18 zones are permitted but with stipulations referenced in footnotes 97 and 109 of CB-25-2016).

### To become an approved Urban Farm you shall:

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1. Contact PGSCD and make a request to be approved as an Urban Farm
2. Work with PGSCD to provide the appropriate information (PGSCD can help with data collection):
  - Name
  - Address

- Contact numbers and e-mail
- Councilmanic district
- Zoning of property
- Tax Account ID, SDAT info
- Total acres of property
- Plat or other documentation showing property lines

3. Schedule a site visit and interview with PGSCD to collect the following information:

- Inventory of structures (including dwellings if present)
- Exact square footage of cropping/growing area, if applicable
- Types of crops growing
- Proposed crops or expansion of operation including future vision for operation
- Any information needed to document the Urban Agriculture Property Tax Credit if applying (see below for needed information)
- Soils investigation
- Drainage area verification and flow of runoff from site to urban storm water control structures (ie: storm drain, retention pond, rain garden etc.)
- Inventory of needed Best Management Practices (BMPs)

4. Components of the Farm Management Plan:

- PGSCD Cooperators Agreement
- USDA Farm Service Agency (FSA) Farm & Tract No.
- Aerial Photo of entire property with property lines
- Field delineations and acreage or square footage of each field
- List of products grown and other agriculture activities
- Soils map
- Drainage area map
- Existing and proposed BMPs
- Copy of Nutrient Management Plan if applicable
- Signature page for Landowner, Planner and District Supervisor
- Review of urban agriculture legislation, buried utilities, soil testing (especially for heavy metals), and business start-up resources – not part of plan but will direct to appropriate resources

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**Note:** An Urban Farm Management Plan shall be kept on-file at the PGSCD office and shall be treated as private property of the landowner/operator. PGSCD will provide a copy to the landowner and/or operator upon completion. The Urban Farm Management plan shall be updated as needed or at a minimum every 5 years.

**Follow up:** PGSCD will contact the landowner/operator at least every 2 years due to the intense nature of an Urban Farm operation. Staff shall not visit site without prior contact with Landowner or Operator.