Agriculture Advisory Council
Agritourism Subcommittee Charter

1. Agritourism Subcommittee Overview
   Establishment Date: 05/28/2026
   Duration or Completion Date: 09/16/2027 - with extensions subject to Agriculture Advisory Council approval

2. Mission
   Develop recommendations that make agritourism clearly defined, accessible, and economically viable for Kitsap County farms while maintaining agricultural activity, protecting natural resources, and addressing reasonable public safety and neighboring property concerns.

3. Authority and Responsibilities
   - The Agritourism Committee is authorized under Article VII, Section 9 of the Agricultural Advisory Council Bylaws. Additional guidance regarding subcommittee operations is provided in Section 5 of the Operating Guidelines.
   - The subcommittee will gather information, engage stakeholders, evaluate options, and submit recommendations to the full Agriculture Advisory Council for consideration.
   - Review and provide an overview and findings on the recently published Washington State Agritourism Report – commissioned by the Washington State Department of Commerce and published May 2026. Washington Agritourism Report 2025.
   - Cross jurisdiction review for comparable agritourism regulations and programs, e.g. Pierce County agritourism code adoption in progress.

4. Membership - The subcommittee will select a chair, vice chair, note-taker, and any additional members as needed.

Role	**Member**	**Responsibilities**
Chairperson	Gary Winn	Leads the committee, sets agenda, facilitates meetings, reports to Agricultural Advisory Council
Vice-Chair	Scott Hall	Assists the Chairperson and steps in when they are not available
Note-taker	Angela Cordiano	Takes meeting minutes, manages documentation
Members	Nancy Olsten	Participates in discussion, contributes to initiatives and helps execute committee projects.

5. Meeting frequency
   Meet monthly, with additional working meetings as needed. Meeting format, scheduling, and public access will be coordinated with county staff consistent with Ag Council requirements.

   Meeting dates and times to be determined.

6. Agenda, Minutes, and Reports
   - The chair will coordinate agendas and documents with the designated note-taker and available county staff.
   - Meeting records will summarize attendance, topics discussed, recommendations, differing viewpoints, activities, and assigned responsibilities. Progress updates will be provided at each regular Ag Council meeting during the subcommittee's allocated time on the Ag Committee's agenda.

7. Scope of Work
   a. Develop a recommended definition of agritourism and identify activities that fit that definition.
   b. Evaluate how agritourism can support agricultural production and farm income.
   c. Identify unclear, duplicative, costly, or disproportionate regulatory and permitting requirements.
   d. Gather farmers' experiences, including barriers faced by small and emerging operations.
   e. Review approaches used by other counties and relevant statewide agritourism resources.
   f. Evaluate simpler approval pathways and requirements scaled to an activity's size, frequency, and impacts.
   g. Consider agricultural education, direct sales, tours, classes, farm events, and other visitor activities connected to working farms.
   h. Deliverables
      i. A recommended agritourism definition.
      ii. A summary of farmer input and identified barriers.
      iii. Prioritized policy, code, permitting, and educational recommendations.
      iv. A final report identifying proposed next steps, responsible entities, and suggested implementation timing.
8. Proposed Milestones
   - Months 1–3: Gather farmer input and review definitions and existing requirements.
   - Months 3–9: Evaluate alternatives and develop draft recommendations.

- Months 9–12: Refine recommendations and present the final report to the Council.