

# **Today's Presenters**

- Loren Hendrickson
  - Farmland Preservation Coordinator Wake SWCD



- Ariel Zijp and Avni Naik
  - Farmland Preservation Manager and Coordinator Buncombe SWCD



- Ryan Manning and Lisa Shealy
  - Farmland Preservation Program Coordinator
     NC Foundation for Soil and Water Conservation



 Conservation Director and Conservation Associate Working Lands Trust





# Your Role as VAD Administrator

- Reviewing VAD applications for accuracy and completeness
- Verifying information in VAD applications
- Recordkeeping
  - Meeting minutes, including votes on applications
  - Submission of new VADs to GIS, Register of Deeds, and other departments
- Reporting
  - Annual report to NCDA&CS
  - Reports to the Board of Commissioners



# Your Role as VAD Administrator

- Management of Conservation Agreements
  - Ensuring ongoing eligibility
  - Tracking of expiration dates
- Publicity and Outreach
  - Website, newsletters, workshops, events
- Administrative tasks
  - Order VAD signs



# Wake County Agricultural **Advisory Board Meeting Process**

February 13, 2024

**Loren Hendrickson, Farmland Preservation Coordinator Wake Soil and Water Conservation District** 









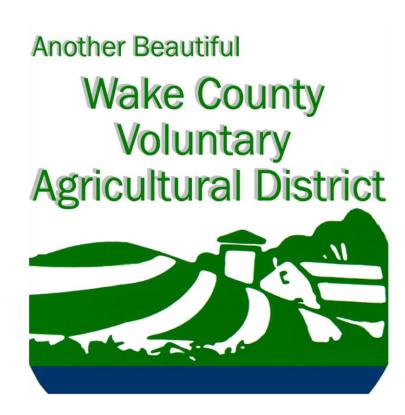


## **Overview**

- 1. History
- 2. New Farmland Preservation Program
- 3. Meeting Preparation
- 4. Meeting Procedure
- 5. Meeting Follow Up
- 6. Other Documentation Examples
- 7. Questions



- Agricultural Advisory Board (AAB) established with the Voluntary Agricultural District program in 2002.
- 7-member board under the control of the Wake SWCD Board of Supervisors.
- AAB held meetings on an as needed basis to review VAD applications.
- All written records including minutes and VAD applications kept in paper form in SWCD office.
- During this time, AAB approved the enrollment of ~10,500 acres into the VAD program.
- SWCD staff managed this work in addition to other job duties.





- June 2022 County commissioners approved new Farmland Preservation Ordinance.
- 7-member Agricultural Advisory Board now a county advisory board, appointed by county commissioners.
- Established quarterly meeting schedule.
- Board began receiving a \$25 per diem for meetings.
- January 2023 Launched the new Wake County Farmland Preservation Program.
- New program offers online application option and has a new database for managing all VAD/EVAD matters.



- Review online & paper applications received for the quarter.
- Coordinate with AAB members and SWCD staff to ensure attendance requirement will be met.
- Create event posting on the Wake SWCD webpage for the meeting containing virtual meeting information.
- Conduct site visits to assess applicant farms.
- Create agenda summarizing applications and other business topics.
- Prepare materials and other documentation for day of the meeting.



# Application for Participation in the Wake County Farmland Preservation Program

■ PROGRAM:	☐ Voluntary Agricultural	☐ Enhanced Voluntary Agricultural District Program ☐ Permanent Conservation Easement							
APPLICANT									
Name									
Full Street Address									
Mailing Address (if	different)								
Phone (home)		P	hone (mobile)						
Email address									
■ PROPERTY									
	et Address - 7500 Poole Rd.)	Tax Map / Pin # (ex: 9876543210)	Acres (ex: 100)	USDA Farm # / Tract # (Optional)	Land Use (Horficulture, Agriculture, Forestry)				
Printed Name and Sig	nature of Owner* / Applica	int		D	ate				
Printed Name and Sig	nature of Owner* / Applica	ınt		D	ate				
	owners on the deed sign. eeded, continue on the back.		Wake Soil & Wat	d application to: er Conservation District tive, Raleigh, NC 27610					

## **Agricultural Advisory Board Meeting**

#### AGENDA

10:00 AM on February 7, 2024 Hybrid Microsoft Teams Teleconference

- Meetings are held in person and streamed live via Microsoft Teams.
- Chair of the AAB calls the meeting to order and works through the agenda.
- Farmland Preservation Coordinator presents Farmland Preservation Applications (VAD, EVAD or CE) to the board for approval.
- Board votes on each application individually, not the whole bundle of applications.
- Farmland Preservation Coordinator presents other business and discussion items.
- Relevant signatures from the board chair are collected and per diem paperwork completed.



### Wake County Agricultural Advisory Board Members:

Patrick Johnson – Chair Joanie Bowden – Vice Chair David Canady Talmage Brown William Upchurch Eric Regensburger Brittany Marshburn

Ex officio: Evan Davis

- NC Dept. Agriculture Katherine Williams

– Cooperative Extension Leigh Ann Hammerbacher

- TLC

Staff Support: Loren Hendrickson

- Wake SWCD Winifred Dorer

- Wake SWCD

Teresa Furr

- Wake SWCD

- A. Call to Order/Welcome
- B. Approval of, February 7th 2024 Agenda
- C. Approval of November 15th Minutes
- D. Review VAD, EVAD and CE Applications

Landowner(s)
Connie Mack Holder & Quida Fipps Holder
Donald & Janet Jackson
Terry Jackson
Richard Stone
William Robert Marshburn
Justin Baker
Elizabeth Stitt
Elizabeth Moore

Land Use	Acres
Agriculture	35.00
Horticulture	9.25
Agriculture	98.88
<b>Agriculture</b>	10.35
Agriculture	12.76
Agriculture	34.08
Forestry	38.13
Agriculture	<mark>21.30</mark>
Total:	259.7

- E. TLC Conservation Easement Application
- F. Request for MOU with Johnston County Soil and Water over VADs that Cross the County Line
- G. Discussion Items
  - a. Rollover Tax/Farmland Preservation Funding Update
  - b. Farmland Preservation Project Updates
  - Keeping the Farm Workshop March 20<sup>th</sup> 2024
  - d. District Updates
- H. Adjourn



## February 2024 Applications

Landowner(s)	Land Use	Acresf
Connie Mack Holder & Quida Fipps Holder	Agriculture	35.00
Donald & Janet Jackson	Horticulture	9.25
Terry & Wanda Jackson	Agriculture	98.88
Richard & Jeanne Stone	Agriculture	10.35
William & Debra Marshburn	Agriculture	12.76
Justin Baker	Agriculture	34.08
Elizabeth Ray Stitt	Forestry	38.13
Elizabeth & John Moore	Agriculture	21.30
Total		259.75

## **Connie Mack Holder & Quida Fipps Holder**

Location	2201 Bethlehem Rd. Raleigh, NC 27610
Pin #s	1752328970
Land Use	Agriculture
Acres	35



### Application for Participation in the Wake County Farmland Preservation Program

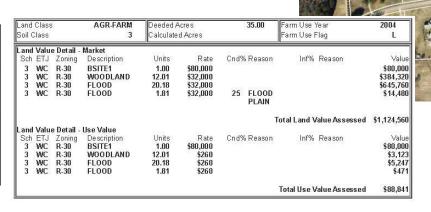
■ PROGRAM: N Volumary Agriculturate	marger# tarbid		l Voluntary Agric. m Conservation	ullural District Program Easement
■ APPLICANT Lowrie Mark Holder and Name 2225 Bethlehem Rd. Ro Fith Street Auctions			lolder	
Mailing Addiess 31 d Gereni; 919-210-0393 Phone (home) CMack 7277agmanl. COM. France address		Thone (mobile)		
■ PROPERTY				
Street Address rea 7000 - 7500 Pople Rd.)	Tax Map / Pin 4 [ex: 9878545216]		USDA Farms # Tract #	/ Land Use   It officialliae   Agriculture, largetyre
2201 Bettleham Rd Robeigh, NC 27610	(75 <b>33),897</b> (	35	(Cplorel)	Agriculture
			:	
Pinled Name and Signature of Owner / Applican				/2-/5-23 Volc
Quide Tryps Holker Philed Name and Signicians Owner (Aborican	1			/よっと- <u>き</u> Defe
"Please have all Europymens on the aread sign. Thinke signicurus are needed covinue on the back.			d application to: er Conservation Eko	rict

4001 DCuryofaive, Releigh, NC2/610

# Property Records: PIN# 1752328970

	Owner Name	Туре	% Own	Stamps	Book	Page	Date
Current I	HOLDER, CONNIE MACK TRUSTEE		GROUP		19321	0866	04-28-2023
	HOLDER, QUIDA FIPPS TRUSTEE		ABOVE				
	THE HOLDER LIVING TRUST		ABOVE				
Back	HOLDER, CONNIE MACK		ALL		09888	1305	02-03-2003
2 Back	SMITH, ROXIE H HEIRS		ALL		01802	0-E-	07-26-2002
3 Back	SMITH, ROXIE H		ALL	20.00	08753	2224	12-08-2000
4 Back	SMITH, ROXIE H		ALL		0		01-01-2000

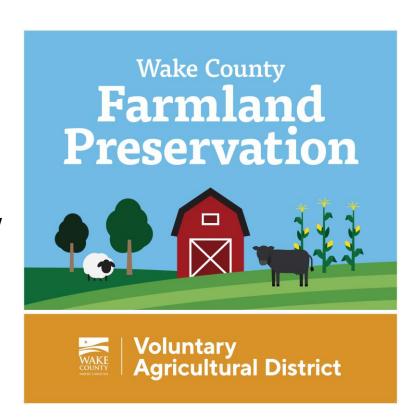
Owners	Connie & Quida Holder
Total Acres	35
Agri. Land Acres	12







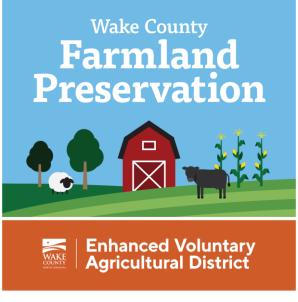
- Once applications are approved in the meeting, the final step of the landowners signing the conservation agreement must be completed.
- Once landowners complete conservation agreement, coordinate pickup/delivery of new FPP sign.
- Communicate with GIS department to have new VAD/EVAD parcels added to county mapping system.
- Ensure completion of per diem payments for board members.
- Convert all application information to OnBase database.





## **Other Documentation Examples**







# **New Online Systems and Marketing**

Home ▶ Departments & Government ▶ Farmland Preservation

## Farmland Preservation Program

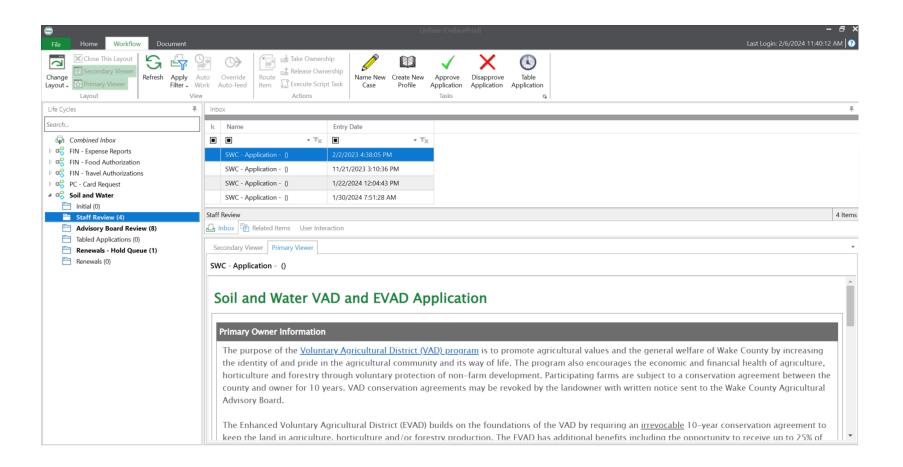


Wake County is losing farmland every year and that's why the Soil & Water Conservation District, with the full support of the Wake County Board of Commissioners, created the Farmland Preservation Program. As one of the fastest growing counties in the U.S., protecting family farms and forestland is a priority for Wake County.

In the last nine years, Wake County lost 22,964 acres of its farm and forest land – that's almost 20%. If the county continues at its current growth rate, all unprotected land will be developed in the next 25 to 50 years. A new Farmland Preservation Program aims to conserve Wake County's nearly 700 farms and help combat North Carolina's disappointing ranking as the second highest state in the nation for farmland loss.

- Applications can now be submitted online for VAD and EVAD.
- Online interest form application for conservation easements.
- New database behind the scenes greatly enhances ability to track and monitor old VADs as well as future applications.

# **New Online Systems and Marketing**



# **Questions?**













# Buncombe County VAD & EVAD Program



Avni Naik, Farmland Preservation Coordinator
Ariel Zijp, Farmland Preservation Manager
Buncombe County Soil and Water Conservation District



## **Past System**

- Soil and Water determined eligibility
- Planning Department brought applications to AAB
  - Kept records on Excel sheet
  - Mailed applications for renewals
- GIS department

   updated GIS VAD layer annually
- Records were out of date with this method
- Intern updated the records and passed the program back to S&W



## **Process**

- Collect applications (mailed in or completed through Microsoft Forms)
- 2. Determine eligibility
- Enter applicant info into Excel sheet monthly for Ag Advisory Board approval
- 4. Mail/email approval
- 5. Landowner picks up sign
- Enter new VAD/EVAD member into GIS layer



## **Current System**

- Primary management through geographic information systems (GIS)
- Updated:
  - Monthly as applications are approved by Ag Advisory Board
  - Annually for term renewals/removals
- Other tools used:
  - Microsoft Excel
  - Microsoft Forms/online application
  - Paper applications (scanned & saved)





Applicant	Township	Acres	Program	Determination	Appl. Date	Appl. No.	Phone Number	Tax Lot PIN	Mailing Address	Address of Property	Email	Notes
John C.	Leicester	88.5	VAD	Eligible - Renewal	11/22/2023	11/22/2023   0/1   828-828-828   9.76361E+14	49 Mount Carmel Rd, Asheville, NC 28806	avni.naik@buncom becounty.org	change from parents to son			
Jeremy C.	Leicester	109.22	EVAD	Eligible	12/4/2023	672	828-828-828	970089594300000; 970172021300000	49 Mount Carmel Rd, Asheville, NC 28806	49 Mount Carmel Rd, Asheville, NC 28806	becounty.org	change from VAI to EVAD
James C.	Black Mountain	120	VAD	Eligible	12/8/2023	673	828-828-828	6.26989E+13	49 Mount Carmel Rd, Asheville, NC 28806	49 Mount Carmel Rd, Asheville, NC 28806	avni.naik@buncom becounty.org	
Jack C.	Sandy Mush	46.79	EVAD	Eligible	12/11/2023	674	828-828-828	8.76292E+14	49 Mount Carmel Rd, Asheville, NC 28806	49 Mount Carmel Rd, Asheville, NC 28806		
Jane C.	Black Mountain	113.65	VAD	Eligible	11/27/2023	675	828-828-828	6.25328E+13	49 Mount Carmel Rd, Asheville, NC 28806	49 Mount Carmel Rd, Asheville, NC 28806		
		478.16										
	VAD Tota	ls	EVAD Totals		VAD/EVAD Combined Totals							
Totals as of November 2023	Number of Farms	320	Number of Farms	21	341							
November 2023	Total Acreage	22615.7	Total Acreage	2258.58	24874.26							
New totals for			Number of									
December 2023 (if	Number of Farms	321	Farms	23	344							
proposed applications are												
approved)	Total Acreage	22740.1	Total Acreage	2414.59	25154.7							

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admn.DBO.VoluntaryAgriculturalDistricts

OBJ	PINNUM	LANDUSE APPL	NO APPLICANT	ADDRESS_ST	ADDRESS_CT	TOWNSHIP_F	ACREAGE_FP DETERMINAT	APPROVAL_D	AGREEMENT	PHONE	APPLIED_DA	VAD_EVAD	ACT_INACT	DT_REM	REASON	PROP_ADRS	CALC_ACR
21	9609351599	A	437 BALL, LUTHER & BRENDA	1030 MEADOWSTOWN RD	MARSHALL, NC 28753	LEICESTER	9.93 APPROVED	9/2/2016	9/2/2016	828-683-3696	2/26/2002	VAD	ACTIVE	<null></null>		152 MINK FARM RD, LEICESTER, NC 28748	9.42979
21	9765703407	A	438 HENSLEY, MICHAEL LYNN	289 SUGAR CREEK RD	WEAVERVILLE, NC 28787	MY	18.29 APPROVED	12/28/2017	12/28/2017	626-2150	1/24/2003	VAD	ACTIVE	<null></null>		289 SUGAR CREEK RD, WEAVERVILLE, NC 28787	18.5637
21	9695514547		440 SHOAF, TED B. REV TRUST	418 N MAIN ST	BLOOMINGTON, IL 61701	FAIRVIEW	40.26 APPROVED	8/12/2013	8/12/2013	309-287-0576	5/20/2003	VAD	INACTIVE	<null></null>		135 B & B STABLES RD, FAIRVIEW, NC 28730	46.134998
52	9695522907	A 4	40.1 SHOAF, TED B. REV TRUST	418 N MAIN ST	BLOOMINGTON, IL 61791	FAIRVIEW	11.15 NOT ELIGIBLE-SD SOLE	7/15/2003	8/12/2013	309-287-0576	5/20/2003	VAD	REDUCED	<null></null>		125 B & B STABLES RD, FAIRVIEW, NC 28730	11.1534
21	9676155909	F	441 JONES, ROBERT & LAURA	821 N ISLAND TER	ATLANTA, GA 30327	FAIRVIEW	33.36 APPROVED	6/30/2013	6/30/2013	404-255-5235	2/8/2002	VAD	INACTIVE	<null></null>		333 WEBB CREEK RD, FAIRVIEW, NC 28730	34.128502
22	8772577453	A	442 LUCY, DONALD D. & CAROL A.	165 WORLEY COVE RD	LEICESTER, NC 28748	SANDY MUSH	58.9 APPROVED	12/1/2013	12/1/2013	683-9917	1/27/2003	VAD	INACTIVE	<null></null>		99999 WORLEY COVE RD, LEICESTER, NC 28748	59.9818
53	8772574653	A 4	12.1 LUCY, DONALD D. & CAROL A.	165 WORLEY COVE RD	LEICESTER, NC 28748	SANDY MUSH	11.64 NOT ELIGIBLE-SD/SOLE	11/18/2003	12/1/2013	683-9917	1/27/2003	VAD	REDUCED	<null></null>		165 WORLEY COVE RD, LEICESTER, NC 28748	11.6707
22	9733386492	A	444 GARRISON, RICHARD K.	1330 NEWSTOCK RD	WEAVERVILLE, NC 28787	REEMS CREEK	69.86 APPROVED	6/6/2014	6/6/2014	645-6613	1/28/2004	VAD	ACTIVE	<null></null>		99999 NEW STOCK RD, WEAVERVILLE, NC 28787	70.6278
22	9685244496	Н	445 PLOEGER, ROBERT A.	P.O. BOX 851	ARDEN, NC 28704	FAIRVIEW	20.45 APPROVED	6/26/2014	6/26/2014	628-1601	1/20/2004	VAD	ACTIVE	<null></null>		65 WITCH HAZEL WAY, FLETCHER, NC 28732	19.226299
22	9623898848	A	446 ALEXANDER, GILBERT	273 AVERY'S CREEK RD	ARDEN, NC 28704	AVERY CREEK	44.86 APPROVED	4/20/2004	4/20/2004	687-9030	2/10/2004	VAD	REMOVED	<null></null>		330 AVERY CREEK RD, ARDEN, NC 28704	45.561001
22	0635675326	F	448 KESSLER, MIRIAM S. TRUSTEE	13770 58TH ST N, SUITE 304	CLEARWATER, FL 33760	BROAD RIVER	139.46 APPROVED	4/20/2004	4/20/2004	727-536-5001	3/5/2004	VAD	REMOVED	<null></null>		99999 STILL SPRING RD, BLACK MOUNTAIN, NC 2871	123.473999
22	9794441651	F	449 JARRETT, HELEN D.	1387 DILLINGHAM RD	BARNARDSVILLE, NC 28709	MY	42.09 APPROVED	5/18/2004	5/18/2004	626-2327	1/22/2004	VAD	REMOVED	<null></null>		1389 DILLINGHAM RD, BARNARDSVILLE, NC 28709	42.990002
23	0636451829	F	450 BARBASH, DOUGLAS & P. MCCROSK	2377 NC HWY 9	BLACK MOUNTAIN, NC 28711	BROAD RIVER	62.44 APPROVED	7/1/2014	7/1/2014	669-5540	1/30/2004	VAD	ACTIVE	<null></null>		99999 NC 9 HWY, BLACK MOUNTAIN, NC 28711	68.833603
23	8752250631	A	451 JAYNE, FAIRMAN R. & KATE L.	316 SURRETT COVE RD	LEICESTER, NC 28748	SANDY MUSH	428.75 APPROVED	9/6/2014	9/6/2014	683-2014	5/9/2004	VAD	ACTIVE	<null></null>		316 SURRETT COVE RD, LEICESTER, NC 28748	417.953003
23	9678607333	F	452 WARD, HAROLD & MARY	2150 FAWSETT RD	WINTER PARK, FL 32789	SWANNANOA	122.17 APPROVED	9/9/2014	9/9/2014	407-649-4857	5/16/2004	VAD	ACTIVE	<null></null>		99999 JIMS BRANCH RD, SWANNANOA, NC 28778	117.599998
23	8695470266	A	453 ROBERSON, DEWAYNE E. & MELODY	P.O. BOX 212	ENKA, NC 28728	UPPER HOMINY	69.5 APPROVED	8/8/2014	8/8/2014	665-3685	1/28/2004	VAD	ACTIVE	<null></null>		99 GILBERT B CROOK RD, CANDLER, NC 28715	65.710197
23	8685281809	A	454 ELLIOTT, EVA MARIE B.	37 LADYBIRD LN	CANDLER, NC 28715	UPPER HOMINY	77.88 APPROVED	9/7/2014	9/7/2014	282-253-0081	1/21/2004	VAD	ACTIVE	<null></null>		37 LADYBIRD LN, CANDLER, NC 28715	74.297401
23	97350333679	3 A	455 SPRINKLE, DON A	729 JUPITER RD	WEAVERVILLE, NC 28787	FLAT CREEK	33 APPROVED	7/20/2004	7/20/2004	645-3627	5/21/2004	VAD	REMOVED	<null></null>		11 ELLER FORD RD, WEAVERVILLE, NC 28787	24.665501
			•				· ·			•							



## **Annual Renewals -1**

- Filter dates in GIS for properties nearing term expiration
- Select and export to Excel file -> Print names & addresses on labels & mail out renewals
- Recently updated VAD/EVAD Renewal letter and created Microsoft Forms version for landowners who prefer online renewals



### Soil and Water Conservation Department

### Dear Buncombe County Landowner.

I am contacting you on behalf of the Buncombe County Soil and Water Conservation District because your property is nearing the end of the 10-year Voluntary Agricultural District (VAD) Program agreement. To stay in the program, your application will need to be renewed.

### You may renew by one of three ways:

- 1. Fill out the application included in this letter and drop it off or mail it to our office: 49 Mount Carmel Rd, Suite 101, Asheville NC, 28806.
- 2. Type in the following link to submit an online application: https://forms.office.com/g/RnUuM9LRSS
- 3. Scan the QR Code below with your phone to submit an online application.



### Benefits of the Voluntary Agricultural District Program:

- · Increased protection from farming nuisance lawsuits by providing information in county
- · Public hearings for proposed condemnation of enrolled land.
- . Water and sewer assessments may be suspended or waived if land is in VAD but no connected to the utility in question
- · Possible signage to publicize the land's enrollment in the program.
- · Greater public awareness of the local agricultural community and increased pride in our family farms.
- · No Charge to join the program.



### Soil and Water Conservation Department

### Community Benefits of the VAD program:

- · Providing a voluntary way to support the conservation of rural land and communities.
- · Supporting each community's rural heritage, economy and providing local jobs
- · Maintaining scenic views and tourism-based economic activity
- · Providing fresh food, flowers, and other local farm products for residents and visitors.
- · Supporting clean air and water
- · Providing wildlife habitat
- · Maintaining lower levels of traffic and noise
- · Minimizing the infrastructure burden and local government.

By joining the Voluntary Agricultural District program, the landowner is agreeing that no nonfarm use or development will occur on the property for 10 years. This agreement may be revoked by the landowner at any time by a written letter to the Ag Advisory Board, with a 30-day notice. Revoking the VAD agreement will result in the property no longer qualifying for the VAD program and its benefits.

I have attached the VAD brochure and application to this letter; please take a look and give me a call if you have questions. If you are interested in joining the Voluntary Ag District, please fill out the VAD agreement attached to this letter. If you do not submit the application, you will be removed from the program.

Please note this is not the Present Use Value Tax program - in order to apply for that contact Whitney Meadows at the Buncombe County Tax Office at 828-250-4959.

Please let me know if you have any questions.

Thank you,

Avni Naik Farmland Preservation Coordinator avni.naik@buncombecountv.org office: 828.250.4792 cell: 828.273.3842 49 Mount Carmel Rd. Suite 101 Asheville NC 28806







## Recordkeeping using GIS

- Renewal in GIS list old property as "INACTIVE"
- Create new polygon/boundary and update ownership etc. if changed. List new polygon as "ACTIVE"
- Hope to be able to see all records and boundary changes this way
  - Editing the same feature removes history of record
- Before making renewal changes in GIS, export entire table as Excel sheet and save as that year (ex. VAD/EVAD 2024)



## Why GIS over other methods:

- Easier to filter out/search for data
- Easier to visualize changes in parcel (ex. boundaries/subdivision) over time
- Easier to maintain historical data
- Required to push VAD/EVAD data to the public anyways, using GIS as primary method streamlines process





## Successes

- Filling out PINs and acreages in applications mailed out – higher response rate
- Easier to print/mail out addresses through GIS export to Excel
- Records updated monthly





## Challenges

- Consistency in data input to ensure accuracy over time and when exporting/filtering data
- Guidelines into Layer
   Properties for consistency
   regardless of user
- Permitting software notifying if landowner is in program



## **Outreach**

- Mailout every few years
- Use landowner contact info from PUV records
- Remove properties already enrolled in VAD/EVAD
- Informational handout + application
- Presented program info to realtor associations, community meetings, etc.





**BUNCOMBE COUNTY** 

