

**CABARRUS COUNTY
VOLUNTARY AGRICULTURAL DISTRICT ORDINANCE**

**ARTICLE I
TITLE**

An ordinance of the Board of County Commissioners of CABARRUS COUNTY, NORTH CAROLINA, entitled, "VOLUNTARY AGRICULTURAL DISTRICT ORDINANCE" and "THE ENHANCED VOLUNTARY AGRICULTURAL DISTRICT ORDINANCE."

**ARTICLE II
AUTHORITY**

The articles and sections of this ordinance are adopted pursuant to authority conferred by the N.C.G.S. Sections 106-735 through 106-744 and Chapter 153A. In conjunction with Ratified House Bill 607.

**ARTICLE III
PURPOSE**

The purpose of this ordinance is to promote agricultural values and the general welfare of the county and more specifically, increase identity and pride in the agricultural community and its way of life; encourage the economic and financial health of agriculture; and increase protection from non-farm development and other negative impacts on properly managed farms.

The Enhanced Voluntary Agricultural District Ordinance creates a district that will provide greater benefits to farmers than the current program. Participating farms will be allowed to receive up to 25% of their gross sales from certain types of non-farm products and still qualify for agricultural zoning exemptions and be eligible for a higher percentage of cost-share program funding and have priority for other state grant programs.

**ARTICLE IV
DEFINITIONS**

The following are defined for purposes of this ordinance:

Advisory Board: Cabarrus County Agricultural Advisory Board.

Chairperson: Chairperson of the Cabarrus County Agricultural Advisory Board.

District: Voluntary Agricultural District as established by this ordinance.

Board of Commissioners: Cabarrus County Board of Commissioners.

**ARTICLE V
AGRICULTURAL ADVISORY BOARD**

A. Creation

The Board of Commissioners shall establish an Agricultural Advisory Board to implement the provisions of this program.

B. Membership

The Advisory Board shall consist of no less than 7 (seven) members appointed by the Board of Commissioners.

C. Membership Requirements

1. Each Advisory Board member shall be a Cabarrus County resident or landowner.
2. At least 4 (four) of the members shall be actively engaged in farming.
3. At least one of the Advisory Board members actively engaged in farming shall be nominated by the Cabarrus County Soil and Water Conservation District Board of Supervisors.
4. The members actively engaged in farming, as well as other members, shall be selected for appointment by the Board of Commissioners from the names of individuals submitted to the Board of Commissioners by the Cabarrus County Soil and Water Conservation District Board of Supervisors, the Cabarrus County Cattlemen's Association, the County Office of the North Carolina Cooperative Extension Service, St. John's Grange, Piedmont Farmer's Market, Cabarrus County Farm Bureau, the Natural Resource Conservation Service, the U.S. Farm Service Agency County Committee, nonprofit agricultural organizations, conservation organizations, agribusiness, and the public at large.
5. The Planning and Zoning Commission Eastern Area Representative will hold an ex-officio seat on the Agricultural Advisory Board.

D. Tenure

The initial board is to consist of 2 (two) appointees for terms of one year; 2 (two) appointees for terms of two years; and 3 (three) appointees for terms of three years. Thereafter, all appointments are to be for terms of three years, with reappointment permitted.

E. Vacancies

Any vacancy on the Advisory Board is to be filled by the Board of Commissioners for the remainder of the unexpired term.

F. Removal

Any member of the Advisory Board may be removed by the Board of Commissioners upon a two-thirds vote of the Commissioners. No cause for removal shall be required. Appropriate conduct by Advisory Board Members will be required.

G. Funding

The *per diem* compensation, if any, of the members of the Advisory Board may be fixed by the Board of Commissioners and funds may be appropriated to the Advisory Board to perform its duties.

H. Advisory Board Procedure

1. Chairperson

The Advisory Board shall elect a chairperson and vice-chairperson each year at its first meeting of the fiscal year. The chairperson shall preside over all regular or special meetings of the Advisory Board.

In the absence or disability of the chairperson, the vice-chairperson shall preside and shall exercise all the powers of the chairperson. Additional officers may be elected as needed.

2. Jurisdiction

The Advisory Board may adopt rules of procedure not inconsistent with this ordinance or with other provisions of State law.

3. Advisory Board Year

The Advisory Board shall use the Cabarrus County fiscal year as its meeting year.

4. Meetings

Meetings of the Advisory Board shall be held at the call of the chairperson and at such other times as the Advisory Board may specify in its rules of procedure or upon the request of at least a majority of the Advisory Board Membership. A meeting shall be held at least annually and notice of any meetings to the members shall be in writing, unless otherwise agreed to by all Advisory Board members. Meeting dates and times shall be posted as far in advance as possible on the door of the meeting site and by advertisement in local newspapers or by other means of public dissemination of the meeting dates as may be agreed upon by at least a majority of the Advisory Board Membership. All meetings shall be open to the public. The Cabarrus County Commissioners have the right to call a meeting of the Agricultural Advisory Board at any time for any reason.

5. Majority Vote

All issues shall be decided by a majority vote of the members of the Advisory Board, except as otherwise stated herein.

6. Records

The Advisory Board shall keep minutes of the proceedings showing the vote of each member upon each question, or if absent or failing to vote, indicating such fact, and shall keep records of its examinations and other official actions, all of which shall be filed in the office of the Advisory Board and shall be a public record.

7. Administrative

The Advisory Board may contract with the North Carolina Cooperative Extension Cabarrus County Center to serve the Board for record keeping, correspondence, application procedures under this ordinance, and whatever services the Board needs to complete its duties.

I. Duties

The Advisory Board shall:

1. Review and approve applications for qualified farmland and voluntary agricultural districts or Enhanced Voluntary Agricultural Districts and make recommendations concerning the establishment and modification of these agricultural districts;
2. Conduct public hearings;
3. Advise the Board of Commissioners on projects, programs, or issues affecting the agricultural economy or activities within the county that will affect agricultural districts;

4. Review and make recommendations concerning proposed amendments to this ordinance;
5. Develop a draft county wide farmland protection plan as defined in N.C.G.S. §106-744 (e) (1) for presentation to the Board of Commissioners;
6. Study additional methods of farmland preservation and make recommendations to the Board of Commissioners; and
7. Perform other agricultural related tasks or duties assigned by the Board of Commissioners.

**ARTICLE VI
CREATION OF VOLUNTARY AGRICULTURAL DISTRICTS**

A. Regions

Cabarrus County is hereby divided into Three (3) regions as defined below:

1. Northwest
2. Eastern Cabarrus
3. Midland

B. Implementation

In order to implement the purposes stated in Article III, this program provides for the creation of voluntary agricultural districts or Enhanced Voluntary Agricultural Districts which meet the following standards:

1. The District shall contain a minimum of Twenty (20) contiguous acres of qualified farmland; or
2. The District shall contain Two (2) or more qualified farms within areas designated by the Advisory Board.

All land enrolled in a region, defined in section A, above, shall be part of a single district. If a single farm has acreage in two or more regions, the farm shall participate in the district where the largest acreage is found.

C. Education

The county may take such action as it deems appropriate through the Advisory Board or other entities or individuals to encourage the formation of the Districts and to further their purposes and objectives, including the implementation of a public information program to reasonably inform landowners of the agricultural district program. The county may contract with the North Carolina Cooperative Extension to serve as the educational advisor and organization charged with delivering this educational program.

D. Addition and Withdrawal

1. Qualifying farmland in a region with an existing district shall be added to the district as herein provided.
2. In the event that one or more participants in the District withdraw and the acreage in the District becomes less than the minimum acreage required or results in the remaining land being noncontiguous, a voluntary agricultural district will continue to exist so long as there is one qualifying farm.

3. Enhanced Voluntary Agricultural Districts require a conservation agreement between Cabarrus County Government and the agricultural producer that cannot be revoked for at least 10 years.

ARTICLE VII CERTIFICATION AND QUALIFICATION OF FARMLAND

Requirements

To secure county certification as qualifying farmland, a farm must:

- 1) Be participating in the farm present-use-value taxation program established by N.C.G.S. §105-277.2 through §105-277.7, or is otherwise determined by the county to meet all the qualifications of this program set forth in G.S. 105-277.3 ;
- 2) Have been actively used in agricultural, horticultural or forestry operations as defined by N.C.G.S. §105-277.2 (1,2,3) during each of the five previous years, measured from the date on which the determination must be made as to whether the land in question qualifies;
Be the subject of a conservation agreement, as defined in N.C.G.S. §121-35, between the county and the owner of such land that prohibits non-farm use or development of such land for a period of at least ten years, except for the creation of not more than five lots that meet applicable county zoning and subdivision regulations.
- 3) Agree to the conservation agreement between Cabarrus County and the owner that the Enhanced Voluntary Agricultural District cannot be revoked for at least 10 years.

ARTICLE VIII APPLICATION, APPROVAL, AND APPEAL PROCEDURE

A. Application Procedure

1. A landowner may apply to participate in either program by making application to the chairperson of the Advisory Board or a designated staff person. The application shall be on forms provided by the Advisory Board. The application to participate in a district may be filed with the certification for qualifying farmland.
2. A conservation agreement to sustain, encourage, and promote agriculture must be executed by the landowner and recorded with the Advisory Board. Permitted uses include agriculture, horticulture, forestry, and outdoor recreation.

B. Approval Process

1. Upon submission of the application to the Advisory Board, the Advisory Board shall meet quarterly to approve or disapprove the application. The chairperson shall notify the applicant by first class mail of approval or disapproval of participation in the district.
2. Upon receipt of an application, the chairperson will forward copies immediately to the following offices which shall be asked to provide comments, if any, to the Advisory Board prior to the date set for the Advisory Board vote on the application.
 - a. The Cabarrus County tax assessor;
 - b. The Cabarrus Soil and Water Conservation District office;
 - c. The Natural Resources Conservation Service; and

- d. The North Carolina Cooperative Extension Office; and
- e. The Cabarrus County Commerce Department

C. Appeal

If an application is denied by the Advisory Board, the petitioner shall have thirty (30) days to appeal the decision to the Board of Commissioners. Such appeal shall be presented in writing. The decision of the Board of Commissioners is final.

**ARTICLE IX
REVOCATION AND RENEWAL OF PRESERVATION AGREEMENT**

A. Revocation

By providing 30 days advance written notice to the Advisory Board, a landowner of qualifying farmland may revoke the Preservation Agreement or the Advisory Board may revoke the same Preservation Agreement based on noncompliance by the landowner, subject to the same provisions as contained in Article VIII for appeal of denials. Such revocation shall result in loss of qualifying farm status and loss of eligibility to participate in a district. Absent noncompliance by the landowner, neither the Advisory Board nor the Board of Commissioners shall revoke any preservation agreements prior to its expiration.

In the event of the original landowner's death, any surviving heirs have the same 30 days advance written notice consideration for removal from the Preservation Agreement as stated above.

B. Renewal

Preservation Agreements shall be deemed automatically renewed for an additional term of 10 years, unless either the Advisory Board or the landowner gives written notice to the contrary no later than 30 days prior to the termination date.

**ARTICLE X
PUBLIC HEARINGS**

A. Purpose

Pursuant to N.C.G.S. §106-740, which provides that no state or local public agency or governmental unit may formally initiate any action to condemn any interest in qualifying farmland within a District until such agency or unit has requested the Advisory Board to hold a public hearing on the proposed condemnation.

B. Procedure

1. Upon receiving a request, the Advisory Board shall publish notice describing the proposed action in the appropriate newspapers of Cabarrus County within five (5) business days of the request, and will in the same notice notify the public of a public hearing on the proposed condemnation, to be held within ten (10) days of receipt of the request.
2. The Advisory Board shall meet to review:
 - a. Whether the need for the project has been satisfactorily established by the agency or unit of government involved, including a review of any fiscal impact analysis conducted by the agency involved; and
 - b. Whether there are alternatives to the proposed action that have less impact and are less disruptive to the agricultural activities of the District within which the proposed action is to take place.

3. The Advisory Board shall consult with the County Agricultural Extension Agent, the Natural Resources Conservation Service District Conservationist, and any other individuals, agencies, or organizations deemed by the Advisory Board to be necessary for its review of the proposed action.
4. Within five (5) days after the hearing, the Advisory Board shall make a report containing its findings and recommendations regarding the proposed action. The report shall be made available to the public prior to its being conveyed to the decision-making body of the agency proposing the acquisition.
5. There will be a period of ten (10) days allowed for public comment on the report of the Advisory Board.
6. After the ten (10) day period for public comment has expired, the Advisory Board shall submit a final report containing all of its findings and recommendations regarding the proposed action to the decision making body of the agency proposing the acquisition.
7. The total time period, from the day that a request for a hearing has been received to the day that a final report is issued to the decision making body of the agency proposing the acquisition, shall not exceed thirty (30) days. If the agency agrees to an extension, the agency and the Advisory Board shall mutually agree upon a schedule to be set forth in writing and made available to the public.
8. Pursuant to N.C.G.S. §106-740, the Board of Commissioners shall not permit any formal initiation of condemnation by local agencies while the proposed condemnation is properly before the Advisory Board.

ARTICLE XI NOTIFICATION

A. Record Notice of Proximity to Voluntary Agricultural District

1. Procedure

When Cabarrus County computerizes its County Land Records System the following requirements outlined in this section shall be implemented and enforced. Upon certification of qualifying farmland and designation of real property as a District, the title to that qualifying farmland and real property, which is contained in the Cabarrus County Land Records System shall be changed to include a notice reasonably calculated to alert a person researching the title of a particular tract that such tract is located within one-half aerial mile of a voluntary agricultural district.

2. Limit of Liability

In no event shall the County or any of its officers, employees, members of the Advisory Board, or agents be held liable in damages for any misfeasance, malfeasance, or malfeasant occurring in good faith in connection with the duties or obligations imposed by this ordinance.

3. No Cause of Action

In no event shall any cause of action arise out of the failure of a person researching the title of a particular tract to report to any person the proximity of the tract to a qualifying farm or voluntary agricultural district as defined in this ordinance.

B. Signage

Signs identifying approved agricultural districts shall be placed along the rights-of-way of major roads that pass through or next to those districts. There shall at least one sign posted along every 10 miles of such roads or as many as may be deemed appropriate by the Advisory Board, or its administrative agent for the county's agricultural district program. Placement of signage shall be coordinated with the N.C. Department of Transportation.

C. Maps

Maps identifying approved agricultural districts shall be provided to the following agencies or offices:

1. Commerce (Planning) Department
2. Register of Deeds;
3. Natural Resources Conservation Service;
4. North Carolina Cooperative Extension Service;
5. Soil and Water Conservation District; and
6. Any other such agency or office the Advisory Board deems appropriate.

**ARTICLE XII
SUBDIVISION ORDINANCE AND ZONING ORDINANCE REVIEW**

Developers of major subdivisions or planned unit developments shall designate on preliminary development plans, the existence of the Districts within Ten (10) aerial mile(s) of the proposed development.

**ARTICLE XIII
WAIVER OF WATER AND SEWER ASSESSMENTS**

A. No Connection Required

A landowner belonging to the District shall not be required to connect to Water and Sewer Authority of Cabarrus County water and/or sewer systems.

B. Abeyance

Water and sewer assessments shall be held in abeyance, without interest, for farms in an agricultural district, until improvements on such property are connected to the water or sewer system for which the assessment was made.

C. Termination of Abeyance

When the period of abeyance ends, the assessment is payable in accordance with the terms set out in the assessment resolution.

D. Suspension of Statute of Limitations

Statutes of limitations are suspended during the time that any assessment is held in abeyance without interest.

E. Other Statutory Abeyance Procedures

Nothing in this section is intended to diminish the authority of the County to hold assessments in abeyance under N.C.G.S. §153A-201, or other applicable law.

F. Conflict with Water and/or Sewer System Construction and Improvements Grants

To the extent that this section conflicts with the terms of federal, state, or other grants under which county water and/or sewer systems are constructed this section shall not apply.

**ARTICLE XIV
COUNTY LAND-USE PLANNING**

A. Duty of the Advisory Board

It shall be the duty of the Advisory Board to advise the Board of Commissioners or the agency or office to which the Board of Commissioners delegate authority to oversee county land use planning, on the status, progress, and activities of the county's agricultural district program and to also coordinate the formation and maintenance of agricultural districts with the county's land use planning activities and the county's land use plan if one currently exists at the time this ordinance is enacted or when one is formed.

B. Posting of Notice

The following notice, of a size and form suitable for posting, shall be posted in the office of the Register of Deeds, and any other office or agency the Advisory Board deems necessary:

Cabarrus County has established agricultural districts to protect and preserve agricultural lands and activities. These districts have been developed and mapped by the county to inform all purchasers of real property that certain agricultural and forestry activities, including but not limited to pesticide spraying, manure spreading, machinery and truck operation, livestock operations, sawing, and other common farming activities may occur in these districts any time during the day or night. Maps and information on the location and establishment of these districts can be obtained from the North Carolina Cooperative Extension Service office, the office of the Register of Deeds, the County Planning office, or the Natural Resources Conservation Service office.

C. Growth Corridors

At such time as the county might establish designated growth corridors, agricultural districts will not be permitted in the designated growth corridors, as delineated on the official county planning map without the approval of the Board of Commissioners. Districts located in growth corridors designated after the effective date of this program may remain, but shall not be expanded within the growth corridor area without the approval of the Board of Commissioners.

**ARTICLE XV
CONSULTATION AUTHORITY**

The Advisory Board may consult with the North Carolina Cooperative Extension Service, the Natural Resources Conservation Service office, the North Carolina Department of Agriculture and Consumer Services, and with any other individual, agency, or organization the Advisory Board deems necessary to properly conduct its business.

**ARTICLE XVI
NORTH CAROLINA AGENCY NOTIFICATION**

Annually Report to the North Carolina Department of Agriculture and Consumer Services

A copy of this ordinance shall be sent to the Office of the North Carolina Commissioner of Agriculture and Consumer Services, the Board of Commissioners, the County Office of the North Carolina Cooperative Extension Service, and the Soil and Water Conservation District office after adoption. At least annually the county shall submit a written report to the Commissioner of Agriculture and Consumer Services on the county's agricultural district program, including the following information:

1. Number of landowners enrolled;
2. Number of acres enrolled;
3. Number of acres certified during the reporting period;
4. Number of acres denied during the reporting period;
5. Number of acres for which applications are pending;
6. Copies of any amendments to the ordinance; and
7. Any other information the Advisory Board deems useful.

**ARTICLE XVII
LEGAL PROVISIONS**

A. Severability

If any article, section, subsection, clause, phrase, or portion of this ordinance is for any reason found invalid or unconstitutional by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance.

B. Conflict with other Ordinances and Statutes

Whenever the provisions of this ordinance conflict with other ordinances of Cabarrus County, this ordinance shall govern. Whenever the provisions of any federal or state statute require more restrictive provisions than are required by this ordinance, the provisions of such statute shall govern.

C. Amendments

This ordinance may be amended from time to time by the Board of Commissioners.

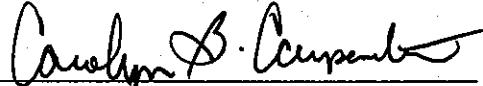
ARTICLE XVIII
ENACTMENT

The Cabarrus County Board of Commissioners hereby adopts and enacts the preceding articles and sections of this ordinance.

Adopted this the 21st day of November, 2005.

Motion for adoption by Commissioner Privette and seconded by Chairman Carpenter and unanimously carried.

CABARRUS COUNTY BOARD OF COMMISSIONERS



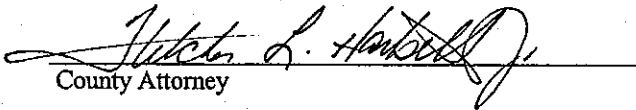
Carolyn B. Carpenter, Chairman

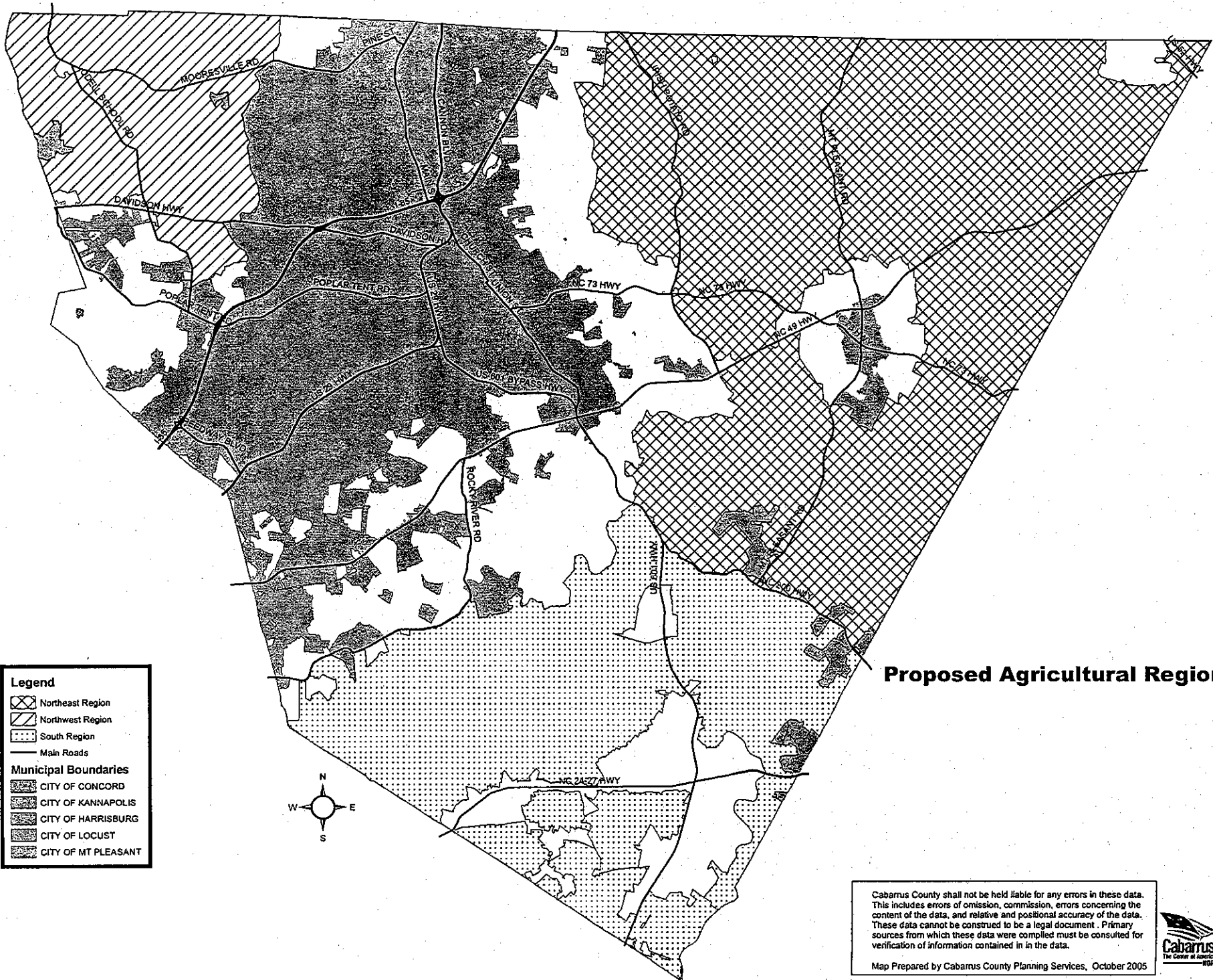
ATTEST:



Frankie F. Bonds, Clerk to Board of Commissioners

Approved as to form:


W. L. Hamilton
County Attorney



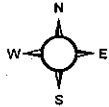
Proposed Agricultural Regions

Legend

- Northeast Region
- Northwest Region
- South Region
- Main Roads

Municipal Boundaries

- CITY OF CONCORD
- CITY OF KANNAPOLIS
- CITY OF HARRISBURG
- CITY OF LOCUST
- CITY OF MT PLEASANT



Cabarrus County shall not be held liable for any errors in these data. This includes errors of omission, commission, errors concerning the content of the data, and relative and positional accuracy of the data. These data cannot be construed to be a legal document. Primary sources from which these data were compiled must be consulted for verification of information contained in the data.

Map Prepared by Cabarrus County Planning Services, October 2005



Cabarrus County Voluntary Agricultural District Application

Instructions: Please complete the form as completely and accurately as possible. If map and parcel number is unknown, please list property owners name as listed on the deed and list the year the deed was recorded, to the best of your knowledge. Contact the North Carolina Cooperative Extension Office – Cabarrus County Center at 704-920-3310 if you need any assistance.

Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number (home): _____ (work): _____

Property Address: _____

Number of acres: _____

Map: _____ Parcel Information (*PIN#): _____

PIN # can be found on your property tax bill or on the Internet at www.cabarruscounty.us (GIS Department)

Year deed recorded: _____

Book: _____ Page: _____

Is this land listed for agricultural use taxation with the Cabarrus County Tax Assessor?

Yes: _____ No: _____

Are you interested in the _____ original (revocable) voluntary agricultural district ordinance or the _____ enhanced (irrevocable for a 10 year period) agricultural district ordinance? (please check one)

Have you reviewed the requirements of the Cabarrus County Voluntary Agricultural District Ordinance? Yes: _____ No: _____

Do you know of any neighbors who might be interested in this program? Please List:

Signed: _____ Date: _____

Signed: _____ Date: _____

Direct Inquiries to: North Carolina Cooperative Extension
Cabarrus County
Phone: 704-920-3310

Cabarrus Soil and Water Conservation District
Phone: 704-920-3300

Submit Application to: Cooperative Extension, Cabarrus County
POBox 387
Concord, NC 28026

Drawn by and Mail To:
Cabarrus County
Post Office Box 707
Concord, North Carolina 28026

NORTH CAROLINA
COUNTY OF CABARRUS

**CONSERVATION AGREEMENT
FOR ENHANCED VOLUNTARY
AGRICULTURE DISTRICT**

Cabarrus County and the undersigned real property owner (s) (“Owner”) enter into this Conservation Agreement for Enhanced Voluntary Agriculture District covering the property described in the attached Exhibit A.

The parties understand and agree that this Agreement is being entered into to preserve farmland in Cabarrus County as contemplated by Article 61 of Chapter 106 of the North Carolina General Statutes and the Cabarrus County Voluntary Agricultural District Ordinance (Section 15-57 *et seq*) and to permit such property to qualify for the benefits granted by these laws and ordinances.

During the term of this Agreement, Owner agrees to prohibit non-farm use of Owner’s property subject to this Agreement except as permitted by the above laws and ordinances, which Owner acknowledges Owner has read and is familiar with.

This Agreement is IRREVOCABLE by Owner for a period of 10 years from the date of its execution and is automatically renewed if not terminated for additional period (s) of time as provided by the above laws and ordinances. Cabarrus County may revoke this Agreement at any time if the Owner is noncompliant with this Agreement or the above laws and ordinances.

IN WITNESS, the parties have signed this Agreement on the dates indicated in the signature acknowledgments.

CABARRUS COUNTY

OWNER

BY: Chair, Agricultural Advisory Board

OWNER

STATE OF NORTH CAROLINA

COUNTY OF _____

Personally appeared before me this day _____, who acknowledged the due execution of the foregoing Conservation Agreement for Enhanced Voluntary Agricultural District for the purposes therein expressed.

WITNESS my hand and notarial seal, this ____ day of _____, 2006.

Notary Public
My Commission Expires: _____

STATE OF NORTH CAROLINA

COUNTY OF _____

Personally appeared before me this day _____, who acknowledged the due execution of the foregoing Conservation Agreement for Enhanced Voluntary Agricultural District for the purposes therein expressed.

WITNESS my hand and notarial seal, this ____ day of _____, 2006.

Notary Public
My Commission Expires: _____

STATE OF NORTH CAROLINA

COUNTY OF _____

I, _____ a Notary Public, for said County and State, do hereby certify that Victoria P. Porter personally came before me this day and acknowledged that she is Chairperson, Agricultural Advisory Board and acknowledged on behalf of Cabarrus County, the due execution of the foregoing Conservation Agreement.

This ____ day of _____, 2006.

Notary Public
My Commission Expires: _____

*Please Note: Only complete and notarize as many signature statements as there are land owners.



Cabarrus County Government

April 1, 2006

Dear Land Owner,

Thank you for your interest in and application for inclusion in the Cabarrus County Voluntary Agricultural Districts. This process has been very exciting and after 5 years of work, it's gratifying to be able to honor you with the Agricultural Advisory Board's approval of your application. Yours was one of the applications approved on March 28, 2006. Please take a moment and look over the information we received from you for the Board's review and consideration. Attached is the parcel map of your property based on the PIN number given to us on your application. Please contact us if any of this information is incorrect or we're missing any parcels you wanted included that were not. You have 30 days to let the Cabarrus Cooperative Extension office know of any discrepancies. After that time, we will assume everything is correct and the application and parcel map will be accepted as is. We are still working out the details about signage for each participating landowner and will be back in touch with further information. We didn't want to wait to let you know the status of your application. Again, Congratulations! Please contact Carl Pless, Extension Agent at 704-920-3310 if you have any additional questions.

Sincerely,

Victoria P. Porter, Chair
Agricultural Advisory Board

OR/06



Cabarrus County Government

April 1, 2006

Dear Land Owner,

Thank you for your interest in and application for inclusion in the Cabarrus County Voluntary Agricultural Districts. This process has been very exciting and after 5 years of work, it's gratifying to be able to honor you with the Agricultural Advisory Board's approval of your application. Yours was one of the applications approved at our March 28, 2006 Board meeting. Attached is the parcel map of your property based on the PIN number given to us on your application. We are also including a copy of the Conservation Agreement between you and Cabarrus County. You will need to come into the Cabarrus County Extension Office to execute this agreement that will complete your application for the Enhanced Voluntary Agricultural Districts. When you come to the Extension Office, you can provide us with additional information about your parcel map. We want to make sure it's correct. You have 30 days to come by the Cabarrus Cooperative Extension office and sign the Conservation Agreement. After that time, we will assume you have changed your mind and don't want to be included in the voluntary agricultural districts. We are still working out the details about signage for each participating landowner and will be back in touch with further information. We didn't want to wait to let you know the status of your application. Again, Congratulations! Please contact Carl Pless, Extension Agent at 704-920-3310 if you have any additional questions.

Sincerely,

Victoria P. Porter, Chair
Agricultural Advisory Board

EH/06

**RULES OF PROCEDURE AND BYLAWS
CABARRUS COUNTY AGRICULTURAL ADVISORY BOARD
CABARRUS COUNTY, NORTH CAROLINA**

- I. General Rules: The Agricultural Advisory Board shall be governed by the terms of Chapter 106 - Article 61, Preservation of Farmland, of the General Statutes of North Carolina and by the terms set forth in the Cabarrus County Voluntary Agricultural District Ordinance.
- II. Officers and Duties:
 - a. Chairman: A chairman shall be elected by majority vote of the full membership of the Agricultural Advisory Board each year at its first meeting of the calendar year. His/her term of office shall be one year, or until his successor is elected, and he/she shall be eligible for election at the end of that year. The chairman shall decide upon all points of order and procedure, subject to these rules, unless directed otherwise by a majority of the Board in session at the time. The chairman shall appoint any committees found necessary to investigate any matters before the board.
 - b. Vice Chairman: A vice chairman shall be elected by the Board from among its regular members in the same manner and for the same term as the chairman. He/she shall serve as acting chairman in the absence of the chairman, and at such times he/she shall have the same powers as the chairman.
 - c. Clerk: The clerk to the Cabarrus County Agricultural Advisory Board shall be a staff member of Cabarrus County Cooperative Extension. The clerk shall keep all records, shall compose all correspondence of the Board, shall arrange for all public notices required to be given, shall notify members of pending meetings and their agenda, and shall generally supervise the clerical work of the Board. The clerk shall keep in a permanent volume the minutes of every meeting of the Board. These shall show the record of all important facts pertaining to each meeting, every request acted upon by the Board, and all votes of members of the Board. The clerk shall not be eligible to vote upon any matter.
 - d. Technical Advisor: The Director of Cabarrus County Cooperative Extension shall serve as the technical advisor for the Board along with any staff that she may designate. This individual shall be present at all meetings and shall furnish information pertinent to the issues being discussed by the Board. The technical advisor shall also participate in studies, reviews, and examinations of farmland preservation techniques and assist in the advisement of the Board of Commissioners on projects, programs, or issues affecting the agricultural economy or activities within the County that will affect agricultural districts.
- III. Rules of Conduct for Members:
 - a. Members of the Board may be removed for cause, including violation of the rules stated below.

- b. Faithful attendance at all meetings of the Board and conscientious performance of the duties required of members of the Board shall be considered a prerequisite of continuing membership of the Board. Members shall be required to attend at least 75% of the meetings. No Board member shall take part in the hearing, consideration or determination of any case in which he/she is personally or financially interested. When a member has a financial interest, they shall make note of that interest and request that they be excused from consideration of that agenda item. The Board shall vote on that request.
- c. No Board member shall vote on any matter deciding an application unless he/she shall have attended the public meeting on that application. When a member has not attended the public meeting for an application they shall make note of that fact before the vote on the item and the Chairman shall excuse them from the vote.

IV. Meetings:

- a. Regular Meetings: Regular meetings of the Board shall be held four times a year on the second Tuesday of February, May, August and November. The meetings shall begin at 10a.m. unless notice is provided otherwise.
- b. Special Meetings: The chairman may call special meetings of the Board at any time. At least forty-eight hours written notice of the time and place of special meetings shall be given, by the clerk or by the chairman, to each member of the Board.
- c. Cancellation of Meetings: Whenever there are no new applications for consideration, or revocations of the Farmland Preservation Agreement, or whenever so many regular and alternate members notify the secretary of inability to attend and a quorum will not be available, the chairman may dispense with a regular meeting by giving written or oral notice to all members not less than 24 hours prior to the time to set for the meeting.
- d. Quorum: A quorum shall constitute four members of the Board able to vote on a particular agenda item.
- e. Voting: All regular members shall vote on each issue made in the form of a motion, unless they have disqualified themselves for one or more of the reasons listed in Section III and been excused from that vote. All abstaining from voting, and not previously excused from that vote, will be counted in favor of the motion. All silent votes will be counted in favor of the motion. The vote of a majority of the members present and voting shall decide issues before the Board.

V. Powers and Duties:

- a. Review and approve applications for qualified farmland and voluntary agricultural districts or Enhanced Voluntary Agricultural Districts and make recommendations concerning the establishment and modification of agricultural districts;
- b. Hold public hearings pursuant to Article X of the Voluntary Agricultural District Ordinance to consider any action by a governmental unit to condemn and interest in qualifying farmland within a District;

- c. Advise the Board of Commissioners on projects, programs, or issues affecting the agricultural economy or activities within the county that will affect agricultural districts;
- d. Review and make recommendations concerning proposed amendments to this ordinance;
- e. Develop a draft county wide farmland protection plan as defined in N.C.G.S. 106-744 (e)(1) for presentation to the Board of Commissioners; this plan should be updated at a minimum every two (2) years.
- f. Submit to the Commissioner of Agriculture at least once a year, a written report including the status, progress, and activities of the County's farmland preservation program per N.C.G.S. 106-743;
- g. Study additional methods of farmland preservation and make recommendations to the Board of Commissioners; and
- h. Perform other agriculture related tasks or duties assigned by the Board of Commissioners.

VI. Amendments: These rules may, within the limits allowed by law, be amended at any time by an affirmative vote of not less than five members of the Board, provided that such amendment be presented in writing at a regular or special meeting preceding the meeting at which the vote is taken.

approved 2/28/06 _____

These rules are hereby read, approved, and adopted by the Cabarrus County Agricultural Advisory Board on the _____ day of _____, 2006 the following members voting:

AYE:

 Chairman

 Clerk