



SPECIAL MEETING AGENDA

CLALLAM COUNTY CONSERVATION FUTURES PROGRAM ADVISORY BOARD

**223 East 4th Street, Room 160
Port Angeles, Washington**

Tuesday October 5, 2021 – 1 p.m.

****ATTENTION****

In response to the current pandemic, to promote social distancing, and in compliance with Governor's Proclamation and the recommendation of the Clallam County Health Officer, the Conservation Futures Program Advisory Board meetings will be virtual only. The Conservation Futures Program Advisory Board strongly encourages public comments to be submitted in writing.

This meeting can be viewed on a live stream at this link: <http://www.clallam.net/features/meetings.html>

If you would like to participate in the meeting via Zoom audio only, call 253-215-8782 and use meeting ID: 875 561 7844 and passcode: 12345

If you would like to participate in the meeting via Zoom video conference, visit <https://zoom.us/j/8755617844> and use meeting ID: 875 561 7844 and passcode: 12345

Public comment and questions can be directed to the Clerk of the Board at 360-417-2256 or agores@co.clallam.wa.us.

CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL

APPROVAL OF AGENDA

PUBLIC COMMENT – Please limit comments to three minutes

APPROVAL OF MINUTES

- Minutes September 8, 2021

REPORTS AND PRESENTATIONS

- Chair Report

BUSINESS ITEMS

- Application guide
- Conservation Futures Program Advisory Board website discussion
- Items for next meeting

PUBLIC COMMENT – Please limit comments to three minutes

ADJOURNMENT

Conservation Futures 2021 meeting dates:

- November 10, 2021
- December 8, 2021

Conservation Futures

Draft Minutes

September 8, 2021



CLALLAM COUNTY CONSERVATION FUTURES PROGRAM ADVISORY BOARD MINUTES of September 8, 2021

MEETING OF THE CONSERVATION FUTURES PROGRAM ADVISORY BOARD

Vice Chair Ruth Jenkins called the special meeting to order at 1 p.m., Wednesday, September 8, 2021. Also present were Susan Bliven, Tom Sanford (video), Diane Chung, Myles Cowan (video), Clea Rome (video), Cathy Lear (video) and Jennifer Bond (video). Commissioner Ozias, Ricardo Fleischfresser, Christia Skerbeck, Kimberly Williams, Robert Knapp, Mike Auguer were absent.

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

ACTION TAKEN: Jenkins moved to adopt the agenda as presented, no objection, motion carried.

APPROVAL OF MINUTES

- August 11, 2021

Rome noted she was present at the meeting on August 11, 2021.

ACTION TAKEN: Chung moved to approve as modified, no objection; motion carried

BUSINESS ITEMS

- Operational Policies

Conservation Futures Members opened the operational policies up for discussion. Sanford requested clarification on item 1 on the draft operational policies. Jenkins requested clarification on item 2. Conservation Futures Members held discussion regarding term easements. Jenkins pointed out that in item 4 it reads "Conservation Futures WILL reimburse monies" she recommended changing the wording to "Conservation Futures MAY reimburse monies". Sanford suggested that clarification of source of funds would be helpful in item 4. Conservation Futures Members held discussion.

ACTION TAKEN: Cowen moved to accept the operational policies as written subject to any changes to grammar and spelling AND approval by Chair Fleischfresser when he returns, Chung seconded

Jenkins amended Cowen's motion to amend operational policy item 4 to read: When there is imminent risk of loss of a conservation opportunity, CF may reimburse monies expended on the acquisition or interest in farmland for projects that have been approved but for which CF funding had not yet been disbursed, Cowen accepted the amended motion, motion carried

Conservation Futures Members opened the operational policies up for discussion

- Applicants Guide

Conservation Futures Members held discussion regarding the application packet presented by Bliven. Conservation Futures Members reviewed the application and suggested edits. Bliven's noted that she would incorporate the suggested edits into a second draft. Conservation Futures Members agreed to review at the October meeting.

ACTION TAKEN: Cowen moved to accept the application packet as presented, pending future modifications as needed and final approval by Chair Fleischfresser, Chung seconded; Jenkins tabled further action on Cowen's motion

NEXT MEETING – Tuesday, October 5, 2021 at 1 p.m.

ADJOURNMENT

Meeting concluded at 1:59 p.m.

Conservation Futures

Business Item

Application Guide

CLALLAM COUNTY
CONSERVATION FUTURES PROGRAM
223 EAST 4TH STREET, ROOM 160
PORT ANGELES, WASHINGTON

Application for the purchase of development rights and conservation easement funded by the
Conservation Futures Property Tax, Ordinance No.969

Instructions to the Applicant

- Please answer all questions as fully as possible.
- You may attach additional sheets if necessary to fully answer a question.
- Please attach copies of all deeds, surveys and lot certifications which describe the property
- If any item is inapplicable, please mark it "N/A".
- This is an application to sell or donate development rights and place a conservation easement on the property. The intention of the sale of the development rights and approval of the conservation easement is to promote continued use of farmland.

A. APPLICANT INFORMATION

1. Name of Applicant _____

2. Mailing Address: _____

3. Property Address, if different from mailing address:

4. Telephone: _____

5. Email Address: _____

6. Contact Person: _____

7. Type of legal entity:

- ☐ individual
- ☐ corporation incorporated in the State of _____
- ☐ general partnership created in the State of _____
- ☐ limited partnership created in the State of _____
- ☐ limited liability company created in the State of _____

8. LANDOWNER(S)

Legal Name _____

Mailing address _____

Telephone/Fax/Email _____

9. Applicants Legal Counsel (if applicable)

10. Applicants Accountant (if applicable)

Are there any material facts or circumstances (e.g. pending litigation, bankruptcy, etc.) relating to any of the parties to the proposed transaction which have not been describe and may potentially affect the transaction? ☐ Yes ☐ No

If Yes, please explain: _____

B. PROPERTY INFORMATION

1. Is the property in within the Agricultural Retention Zone?

() Yes () No

What is the proximity to other conserved farmland?

2. Please attach a legal description of the land, recent title report, and copies of any survey maps of the property. (Size and shape)

3. Are there any water rights associated with the parcels? () Yes () No

Please describe: _____

4. Please indicate the percentage of “prime soil”, as defined by the USDA Natural Resource Conservation Service, on the property:

() 0-49% () 50-75% () 76-100%

5. Please describe the agricultural use of the land, including number of livestock, general description of crops or specialty crops etc.

6. Please identify all soil and water conservation practices and plans in effect on the property.

7. Please identify any conservation practices that address climate change.

8. Please identify all residences and buildings on the property.

9. Please give a brief history of the property & benefits to the community:

10. Please describe how the farm is connected to the broader community.

C. VIABILITY OF PROPOSAL

1. Are there any anticipated or pending offers to purchase the land and convert it to a non-agricultural use; or any other reason to believe the land is under immediate threat of conversion?

() Yes () No

If Yes, please describe: _____

2. Please describe your plan for stewardship of this farmland: _____

3. Are you applying to receive other monies from other funding sources as well as the Conservation Futures Fund? () Yes () No

4. What is the annual gross income from the sale of current agricultural products produced on this land? _____

Please attach Business Plan.

5. How long have you been farming and/or plan to continue farming this property into the future?

Please attach Farm Plan for expected use of this property.

D. APPLICATION AGREEMENT

It is understood that the above information is submitted in good faith, based on present expectations of the Applicant, to aid the Conservation Futures Advisory Board of Clallam County in its consideration of this application for the sale of a conservation easement.

This information in this application and supporting documents is true and complete to the best of my/our knowledge and is submitted for the purpose of the sale of a conservation easement. I/We understand that this application is subject to review by the Conservation Futures Advisory Board and the Board of Clallam County Commissioners in order to properly evaluate and process this application.

Dated at _____, on the _____ day of _____, 20____
(City) (State)

Name and Signature of Applicant

Name and Signature of Landowner

CLALLAM COUNTY
CONSERVATION FUTURES PROGRAM
223 EAST 4TH STREET, ROOM 160
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Instructions to the Applicant

- Please answer all questions as fully as possible.
- You may attach additional sheets if necessary to fully answer a question.
- Please attach copies of all deeds, surveys and lot certifications which describe the property
- If any item is inapplicable, please mark it "N/A".
- This is an application to sell or donate development rights and place a conservation easement on the property. After sale of the development rights and approval of the conservation easement, the only permitted use of the land will be agricultural.
- Together with this application, you should have received the following information:

1. Site Selection Criteria
2. Conservation Easement Template

I suggest using the words "conserved property" in place of "land"

- ~~Your Conservation Easement contact person is and can be reached at for future questions.~~

Send the completed application to the Conservation Futures Program address listed above, or scan

~~completed application to.....~~

and email the completed application to The Clerk of the Board of Commissioners.

Please submit questions to Clerk of the Board of Commissioners who will forward them to Conservation Futures Advisory Committee

Should we also ask for similar information about the easement holder? (e.g. land trust or similar)

A. APPLICANT INFORMATION—OWNER(S) OF THE LAND

1. Legal Name: _____

2. Mailing Address: _____

3. Property Address, if different from mailing address: _____

4. Telephone: _____

5. Email Address: _____

6. Farm Name, Corporate or Business Name: _____

7. Type of legal entity:

- ☐ individual
- ☐ corporation incorporated in the State of
- ☐ general partnership created in the State of
- ☐ limited partnership created in the State of
- ☐ limited liability company created in the State of

8. Contact Person at Applicant's Organization:

Legal Name _____

Mailing address _____

Telephone/Fax/Email _____

9. Applicants Legal Counsel (if applicable)

10. Applicants Accountant (if applicable)

Are there any material facts or circumstances (e.g. pending litigation, bankruptcy, etc.) relating to any of the parties to the proposed transaction which have not been describe and may potentially affect the transaction? ☐ Yes ☐ N

If Yes, please explain: _____

B. PROPERTY INFORMATION

1. Is the property ~~in~~ within the Agricultural Retention Zone?
() Yes () No

What is the proximity to other farmland under conservation?

2. Please attach a legal description of the land, recent title report, and copies of any survey maps of the property. (Size and shape)

3. Are there any water rights associated with the parcels? () Yes () No

Should we also ask for a description of the water sources?

- 4 Please indicate the percentage of “prime soil”, as defined by the USDA Natural Resource Conservation Service, on the property:

() 0-49% () 50-75% () 76-100%

5. Please describe the agricultural use of the land, including number of livestock, general description of crops or specialty crops etc.
-
-

6. Please identify all soil and water conservation practices and plans in effect on the property.
-
-

Please identify any conservation practices that address future climate change.

7. Please identify all residences and buildings on the property.
-
-

8. Please give a brief history of the property & benefits to the community:
-
-

Please describe how the community has supported the ongoing agricultural use of this property.

C. VIABILITY OF PROPOSAL

1. Are there any anticipated or pending offers to purchase the land and convert it to a non-agricultural use; or any other reason to believe you land is under immediate threat of conversion?

() Yes () No

If Yes, please describe: _____

2. Are you willing to receive ~~other~~ monies from other funding sources as well as the Conservation Futures Fund? () Yes () No

3. What is the annual gross income from the sale of current agricultural products produced on this land?

Please attach Business Plan.

4. How long have you been farming and/or plan to continue farming this property into the future?

Please attach Farm Plan for expected use of this property.

D. APPLICATION AGREEMENT

It is understood that the above information is submitted in good faith, based on present expectations of the Applicant, to aid the Conservation Futures Advisory Board of Clallam County in its consideration of this application for the sale of a conservation easement.

This information in this application and supporting documents is true and complete to the best of my/our knowledge and is submitted for the purpose of the sale of a conservation easement. I/We understand that this application is subject to review by the Conservation Futures Advisory Board and the Board of Clallam County Commissioners in order to properly evaluate and process this application.

Dated at _____, on the _____ day of _____, 20____
(City) (State)

Name and Signature of Landowner

Name and Signature of Landowner

Name and Signature of Landowner



Signature of
Easement Holder