

## **Local Unit Farmland Preservation Plan Adoption Policy**

Intent: To set policy for a formal process to adopt a local unit's Master Plan Farmland Preservation element into the county's Farmland and Open Space Preservation Program and to notify the County and the State of Michigan of the intent of the local unit to participate in the county's program.

Process: Upon receipt of a Local Unit's Master Plan which include a farmland preservation element (FPE):

1. The Van Buren County Planning Commission (VBCPC) shall review all sections of the plan per statute and guidance provided in the county's comprehensive plan.
2. The VBCPC shall review the Farm Land Preservation element to ensure that it meets the minimum requirements set forth in Section 4.02 of the County Farmland and Open Space Preservation Ordinance 2, 2004 (Ordinance).
  - a. If the plan meets the requirements the VBCPC shall vote to adopt the plan to be included in the Van Buren County Farmland and Open Space Program (Program).
  - b. In combination with or in addition to the review letter commonly sent to local units after a master plan review, the VBCPC will send notification regarding the status of the FPE element:
    - i. Approval - The following language shall be used to notify the unit of approval of their element into the program:

Please be advised that the Farmland Preservation Element you submitted for review has met the criteria to be included in the Van Buren County farmland and open space preservation program per the Van Buren County Farmland and Open Space Preservation. Ordinance 2, 2004. To be included in the program the county must receive a copy of a resolution adopted by your legislative body that indicates your intent to participate in the program (per Section 4.05 of the Ordinance) *Please see attached for a sample resolution.* Once a copy of that resolution is received and adopted by the County Board of Commissioners, land owners in your township will be eligible to participate in the County's program.

- ii. Not Approved - In the event that the FPE element does not meet the requirements of the ordinance, suggestions for improvement will be noted in the letter to the unit.
3. Upon receipt of the Resolution documenting the intent to participate in the program, the Secretary of the VBCPC will present the resolution and the FPE to the County Board of Commissioners for adoption into the program.
4. The FPE will be certified by the county clerk and placed on file with the Ordinance.
5. VBCPC will send a copy of the FPE and declaration of intent to the Land Preservation Board.
6. The LPB will send the following items to the Michigan Department of Agriculture for certification
  - a. Copy of the FPE
  - b. Copy of Declaration of Intent (Resolution of Local unit adopting Master Plan)

Resolution of County Board of Commissioners approving plan