

**Wisconsin Department of Agriculture, Trade and Consumer Protection  
Farmland Preservation Program (ch. 91, Wis. Stats.)**

## **Farmland Preservation Planning Grant Application Round 2**

The Wisconsin Department of Agriculture, Trade and Consumer Protection (DATCP) is currently accepting county applications for farmland preservation planning grants. A grant may help pay county costs to update the county's certified farmland preservation plan (ch. 91, Wis. Stats.).

### ***Background***

In order to participate in the state farmland preservation program, a county must have a state-certified farmland preservation plan. Farmers in participating counties may qualify for significant tax credits (s. 71.613, Wis. Stats.). Most counties must update their certified plans by deadline dates ranging from 2011 to 2015 in order to continue program participation (s. 91.14, Wis. Stats.). Counties with the highest population growth face the earliest deadlines. Counties facing early planning deadlines will receive priority consideration for planning grants (s. 91.10(6), Wis. Stats.).

A certified plan must meet state standards (ss. 91.10 and 91.18, Wis. Stats.), and must be consistent with the county's comprehensive plan if any. Among other things, a certified plan must identify clearly-mapped areas that the county plans to preserve for agricultural use. Farmers in those areas are eligible for state tax credits if their land is covered by a certified farmland preservation zoning ordinance or an individual farmland preservation agreement. Other farmland preservation program benefits, including agricultural enterprise area designations and agricultural conservation easement purchases, are likewise limited to farmland preservation areas designated in the county's certified plan.

### ***Planning Grants***

#### **Current Grant Cycle: Eligibility and Priority**

DATCP is currently accepting grant applications from counties that plan to submit their farmland preservation plans by *December 31, 2012*. DATCP will give priority to counties that *must complete* their plans by that date in order to continue in the farmland preservation program (see certification deadlines attached). Grants may reimburse county planning costs incurred from January 2011 through December 31, 2012. In future grant cycles, DATCP will accept grant applications from counties that intend to complete their plans *after* December 31, 2012.

DATCP may extend a county planning deadline (certification expiration date) at the county's request, so that the county may coordinate the development of its farmland preservation and comprehensive plans (s. 91.14(4), Wis. Stats.). But an extension may affect the county's eligibility (or priority) for a planning grant in the current grant cycle. A

county that plans to request an extension to the farmland preservation plan certification expiration date must disclose that fact in its grant application.

### **Grant Awards**

A grant may reimburse up to 50% of a county's cost to prepare a farmland preservation plan, up to a maximum grant of \$30,000. A grant recipient must enter into a grant contract with DATCP in order to receive grant funds. The grant contract will identify the planning costs that are eligible for reimbursement. Eligible costs may include county staff costs, consultant fees and related expenses incurred between January 2011 and December 31, 2012.

### **Grant Payments**

DATCP will make grant payments on a reimbursement basis, pursuant to the grant contract, after the county documents that it has incurred reimbursable costs on a DATCP reimbursement form. DATCP may make reimbursement payments comprising up to 50% of the grant award on or before the date on which the county submits the completed plan for certification by DATCP. DATCP may reimburse the balance of the eligible costs after the county submits its completed plan for certification.

### ***Application Instructions***

To apply for a planning grant, a county must complete the attached PLANNING GRANT APPLICATION FORM and submit it to DATCP by **January 14, 2011**.

- Submit the application in electronic form, via email, to [Kris.Modaff@wisconsin.gov](mailto:Kris.Modaff@wisconsin.gov). Enter "*Application for planning grant*" in the subject line.

### ***Questions***

Call 608-224-4637 or email [lynne.hess@wisconsin.gov](mailto:lynne.hess@wisconsin.gov) with any questions or problems.



Wisconsin Department of Agriculture, Trade & Consumer Protection  
 Division of Agricultural Resource Management  
 P.O. Box 8911  
 Madison, WI 53708-8911  
 (608) 224-4500

**Farmland Preservation Program (ch. 91, Wis. Stats.)**

---

## PLANNING GRANT APPLICATION FORM Round 2

### Contact Information

**County Name:** Polk

**Primary contact:** Tim Anderson

**Phone number of primary contact:** 715-485-9279

**E-mail address of primary contact:** tim.anderson@co.polk.wi.us

**Mailing address of primary contact:** Polk County Land Information  
100 Polk County Plaza-Suite130  
Balsam Lake, WI 54810

### Grant Information

**Amount of Grant Request:** \$30,000

**Tax Identification Number:** 39-6005730

**Mailing address for reimbursement:** Polk County Land Information  
100 Polk County Plaza - Suite 130  
Balsam Lake, WI 54810

### Farmland Preservation Plan Certification

**Existing Plan Certification Expiration Date** 12/31/2012

**Will the County request a certification extension under s. 91.14(4), Wis. Stats.?** Yes \_\_\_\_ No X

**If so, for how long (2 years maximum)?** N/A

**If so, what is the rationale (under s. 91.14(4), Wis. Stats.)?** N/A

**Anticipated date of plan completion and submission for certification:** 12/31/2012

---

A. Summarize county workplan for developing and adopting a farmland preservation plan (include relevant planning steps and projected dates, consistent with 66.1001(4), Wis. Stats.):

Since the Polk County Comprehensive Plan is complete, the development of our Farmland Preservation Plan will be based upon the parameters in the Agricultural Element of the Polk County Comprehensive Plan. Upon completion of the updated Farmland Preservation Plan the plan will be incorporated into the Agricultural, Natural, and Cultural Resources Element of the Polk County Comprehensive Plan.

The Farmland Preservation Plan update process will be achieved in three phases.

Phase one will consist of preliminary planning beginning in early 2011. Polk County staff with the help of West Central Wisconsin Regional Planning Commission (WCWRPC) will identify goals and objectives, develop a scope of work, outline objectives for advisory committee representatives, and solicit stakeholders to participate in a future Farmland Preservation Plan Citizen Advisory Committee. During this phase a Land Evaluation Site Assessment (LESA) tool will be developed to evaluate suitable lands for preservation and assist the Citizen Advisory Committee (CAC) in decision making during advisory committee meetings. During this phase we also anticipate conducting one county wide preliminary informational meeting with stakeholders making up the CAC. This meeting will inform stakeholders, making up the council, of the intent of the project, outline the process and facilitate some thinking towards the end result of this project.

Phase two will involve planning meetings with the volunteer CAC. Starting in the summer of 2011 the CAC committee meetings will begin. The CAC will be made up of individuals involved in the comprehensive planning process, farmland preservation participants, farmers, planning and local officials. The entire advisory committee will be made up of approximately 36 representatives from three different regions within the county. The north region will include 12 towns and will be made up of 12 representatives, one from each town. There will be an East region and West region made up of 6 towns each. There will be two representatives for each town totaling 12 representatives for each region. Breaking the county up into regions should avoid any conflicting interests as the majority of the land uses within each region are similar whereas the entire county is very diverse. During these meetings LESA information will be presented and stakeholders will have input on plan revisions. CAC meetings will be organized and led by Polk County Land & Water Conservation Department and Planning & Zoning staff with the assistance of the WCWRPC. These meetings will be instrumental in:

A. Developing specific goals, policies, actions and programs to address requirements of § 91.10 (1) (c) 6.-7m.

B. Identifying priority Farmland Preservation Areas to meet the requirements of § 91.10 (1) (d)-(f)

C. Developing and analyzing county agricultural trends and the LESA information

D. Mapping farmland preservation areas based on agricultural trends and the LESA model

D. Compiling information gathered in preparation of the Farmland Preservation plan revision

Phase three will begin in 2012 and will consist of compiling information developed by WCWRPC and approved by the CAC in preparation for the final revision to the plan. Polk County will rely on WCWRPC for compiling the information and completing the majority of the final Farmland Preservation Plan. If needed the CAC may be involved in reviewing the final draft of the revised plan in one final meeting. Following the completion of the plan, Polk County will hold at least one public hearing on the updated Farmland Preservation Plan. Following the public hearing, approval by county board of the plan will be pursued according to applicable State statutes.

B. Provide a description of the total anticipated farmland preservation planning costs divided in the following three categories:

1. County employees

2. Independent contractors, including the professional services of a planning consultant.
3. Support costs related to plan development (see eligible support costs listed below)

*Eligible support costs include the following: a) Computerized planning data, planning software and hardware; b) Development, purchase and documentation of data, maps and computerized information used within the plan or plan update; c) Costs related to conducting public planning sessions, meetings and hearings, including room rentals; d) Public participation and outreach activities including educational materials, citizen surveys, internet activities and newsletters; e) Photocopying, printing and postage; f) Mileage expenses for county employees performing work on the grant activities billed at the state rate; g) Professional training for county employees related to land use planning and the Farmland Preservation Program; h) Other expenses incurred in the development and preparation of a plan that are not defined as ineligible.*

Please be as accurate as possible as this sheet is also used as Appendix B for your contract.

Note: The reply to workplan (A) may be combined with the reply to anticipated costs (B).

County Staff listed in Section B involves 5 different possible positions from department heads to planners and mappers with salaries and benefits ranging from \$35 to \$45 per hour. WCWRPC will make up the majority of the contracted services line items. Citizen Advisory Committee was estimated to have 36 representatives with a value of \$12 per hour making up additional match for this grant.

<u>Phase One - Preliminary Planning</u>	<u>In Kind</u>	<u>Grant</u>
<u>County Staff (240 hours)</u>	<u>\$9,600</u>	
<u>Contracted Services (30 hours)</u>		<u>\$2,100</u>
<u>Developing LESA (90 hours)</u>		<u>\$6,300</u>
<u>Citizen Advisory Committee (110 hours)</u>	<u>\$1,320</u>	
<u>Phase Two - Citizen Advisory Planning</u>		
<u>County Staff (320 hours)</u>	<u>\$12,800</u>	
<u>Contracted Services (150 hours)</u>		<u>\$10,500</u>
<u>Citizen Advisory Committee (500 hours)</u>	<u>\$6,000</u>	
<u>Phase Three - Preservation Plan Writing</u>		
<u>County Staff (100 hours)</u>	<u>\$4,000</u>	
<u>Contracted Services (90 hours)</u>		<u>\$6,300</u>
<u>Citizen Advisory Committee (110 hours)</u>	<u>\$1,320</u>	
<u>Project Materials</u>		<u>\$1,500</u>
<u>Mileage</u>		<u>\$ 300</u>
<u>Misc. Press releases, newsletters, mailings, etc</u>		<u>\$3,000</u>
<u>Project Totals</u>	<u>\$35,040</u>	<u>\$30,000</u>

NOTE: Depending on the amount of materials needed, funds may need to shift line items. In addition, depending on the availability of county staff and WCWRPC, grant funds may need to shift between contracted services and county staff time if needed.

C. How does the proposed farmland preservation planning effort relate to county comprehensive planning efforts (including relevant past and future efforts), if any? Briefly explain the timing and coordination of development of the any county comprehensive planning

and farmland preservation planning.

The Comprehensive Plan for Polk County was passed in October of 2009. In this Comprehensive Plan there was an immense emphasis on agricultural and agricultural land preservation. Polk County will incorporate the updated Farmland Preservation Plan in the Polk County Comprehensive Plan in the future update of the comprehensive plan. Our initial comprehensive planning process in Polk County was unique compared to many other plan development processes. The process that Polk County chose in developing its comprehensive plan was to work from the bottom up, meaning that we worked with towns, cities, and villages to develop their comprehensive plans first. Then, the common themes from these plans were extracted from those plans and included them in the development of the county-level comprehensive plan.

Here are some excerpts from the Polk County Comprehensive Plan relating to farming and agriculture and our recognition of its significance to our county:

From the Agricultural, Natural, and Cultural Resources Element of our Comprehensive Plan:

Goal 1: Promote the agricultural industry as a respectable, viable, and diverse farm economy

Goal 2: Protect, promote, and preserve the remaining agricultural resources within the county

Objectives:

1)Protect agricultural lands and soil

2)Encourage or possibly require farming techniques that improve or do not harm water resources

3)Promote sustainable use of utilizing fertilizers/manure/pesticides in a manner that improves/maintains agricultural productivity but does not negatively affect water quality

4)Promote locally grown and sustainable agriculture and the local purchase of the above

5)Maintain a broad base of agriculture

a) Old (cows, corn, beans)

b) New (local produce, organic, Community Supported Agriculture)

6)Avoid fragmentation of farmland

7)Maintain Agricultural infrastructure

8)Continue current and develop additional educational efforts on informing new residents, builders, etc. about Right-to-Farm and/or the rural nature of Polk County

Policies:

1)Maintain and further utilize/distribute the Rural Living Guide

2)Encourage stores to carry locally grown and produce items

3)Encourage consumers in Polk County to buy locally grown and produced items

From the Economic Development Element of our Comprehensive Plan:

Goal 1: Ensure that economic development fits Polk County's rural and small town character

Goal 6: Encourage small-scale farming and organic farming

Objectives:

1) Promote farmers' markets

2) Promote Community Supported Agriculture

From the Energy and Sustainability Element of our Comprehensive Plan

Goal 3: Encourage food and energy independence in the County.

Objectives:

1) Promote Polk County as a place that values local food and energy production

Policies:

1) Partner with Buy Fresh, Buy Local; Focus on Energy, and other organizations and institutions working toward similar goals

2) Work with municipalities within the County to assist with zoning changes, grant applications, and other efforts designed to increase self-sufficiency

3) At every opportunity, advertise Polk County as a place that values sustainability

2) Give preference to local purchasing

Policies:

- 1) Investigate possibilities to purchase local food and energy for County consumption
- 2) Review purchasing policies to remove barriers to purchasing locally

Goal 5: Utilize sustainability and local food/energy independence as tools to improve economic stability and quality of life throughout the county.

Objectives:

1) Promote the County as a place that welcomes, promotes, and encourages green businesses and green jobs.

Policies:

1) Investigate and take advantage of tax incentives and other means of attracting new green businesses

2) Develop programs to attract new agricultural enterprises to the County, especially small-scale, direct-market farms

2) Investigate the possibilities of barter and local currency to encourage local transactions in food and energy.

#### Trends Identified in Comprehensive Plan

In Polk County we have a robust local foods movement, a number of Community Supported Agricultural operations. The trend in Wisconsin, as well as nationwide, is to have more diversified farming operations from large, conventional row crop farms to smaller, local, and organic operations. There are a number of reasons for this, a surge in demand for local and organic products, availability and affordability of smaller land plots, reduction in water pollution and nutrient loading, and many others. There has been tremendous growth in farmers' markets in Polk County. Virtually every city or village in the county has a weekly market during the summer months. The number of farms in Polk County has increased, while the size of farms decreased over the past decade or so, which is contrary to state and national trends. While there is nearly 300,000 acres of farmland in Polk County, it is nonetheless a concern that we are losing farmland at such an alarming rate. Polk County continues to be in the top 10 fastest growing counties in Wisconsin and is thus under great pressure to convert its best agricultural lands into developed lands. This process will help us identify lands that are crucial to the economically and socially vital activity of farming in Polk County.

In addition, currently the county is undergoing a rewrite of its land use ordinances to ensure that our ordinances reflect our comprehensive plan. Part of this revision is to develop a new farmland preservation zoning district, as well as other agriculturally related districts that help us implement the comprehensive plan. Part of the planning process will be that the Towns will be reviewing and discussing where they would like to designate as farmland preservation at the same time they are deciding where to place the new farmland preservation zoning district. In essence, the update of the Farmland Preservation Plan and the update of the land use ordinances will be occurring concurrently.

I am the ~~County Planning Director~~ or County Board Chair (strike the title that does not apply) of Polk County, and by affixing my name and date below, I signify that I have reviewed the terms of the DATCP planning grant provided in the application and have submitted this application on behalf of the County for a DATCP planning grant.

Date: 01.10., 2011

Name: Will J. Lewis