



# FREDERICK COUNTY GOVERNMENT

## OFFICE OF AGRICULTURE

Department of Agricultural Preservation

Jessica Fitzwater  
County Executive

Katie Stevens, Director  
Shannon O'Neil, Administrator

### Agricultural Preservation Advisory Board

#### Open Session Meeting

Minutes of Monday, January 27, 2024

Winchester Hall - Second Floor, Winchester Room

Board Approved 2/24/2025

- I. **Call to Order:** Sandy Tucker called the meeting to order at 7:02pm.
- II. **Attendance:** Sandra (Sandy) Tucker, Chair, Caroline Orłowski, Secretary (Present via phone), Lisa Gaver, and Council Member Steve McKay, Liaison  
Shannon O'Neil, Ag Preservation Program Administrator, Beth Ahalt, Ag Preservation Program Specialist II, and Jenna Zimmerman, Ag Preservation Program Specialist I.
- III. **Approval of the Agenda:** Lisa Gaver made a motion to approve the agenda. The motion was seconded by Caroline Orłowski. The motion was approved 3-0-0-1.
- IV. **Approval of the Minutes from December 16, 2024:** Lisa Gaver made a motion to approve the minutes from the December 16<sup>th</sup> meeting. The motion was seconded by Caroline Orłowski. The motion was approved 3-0-0-1.
- V. **Reports-** No reports.
- VI. **Old Business-**Staff presented feedback from both Carrollton Manor Rural Legacy Area Proposed Expansion meetings. The first one was held on 1/13/25 at Urbana Fire Company and the second was held on 1/16/2025 at the Jefferson Ruritan. Some landowners were for the expansion and then there were a few landowners totally against it. The Planning Commission, Farm Bureau, and Sugar Loaf Alliance are all in support of the expansion. This expansion will be discussed at the next County Council meeting on February 4, 2025, at 5:30pm. Lisa Gaver made a motion to approve the Carrollton Manor Rural Legacy Area Proposed Expansion. The motion was seconded by Caroline Orłowski. The motion was approved 3-0-0-1.
- VII. **New Business**  
A. **Cap Stine Sight Distance Overlay Request (MALPF)** Staff presented a sight distance overlay request on the Cap Stine, LLC MALPF easement. This farm went under easement on November 13, 2020, and chose the unrestricted lot option. In order for the lot to be released from the County's Development Review Department a plant restriction plat must be recorded and maintain a safe sight distance requirement and grow nothing taller than 18 inches. Lisa Gaver made a motion to approve the sight distance overlay request. The motion was seconded by Caroline Orłowski. The motion was approved 3-0-0-1.

Ag Board Members	Aye	Nay	Abstain	Absent
Sandy Tucker	X			
Matthew Toms				X

Caroline Orlowski	X			
Lisa Gaver	X			
Position Vacant				

**B. Hildebrand Limited Roadside Stand Request (IPP)-** Staff presented the request to have a Farm Stand on the Hildebrand IPP easement. Staff feels that this request fulfills the purpose and intent of the easement and helps this agricultural operation direct-market their products. Lisa Gaver made a motion to approve this request. The motion was seconded by Caroline Orlowski. The motion was approved 3-0-0-1.

Ag Board Members	Aye	Nay	Abstain	Absent
Sandy Tucker	X			
Matthew Toms				X
Caroline Orlowski	X			
Lisa Gaver	X			
Position Vacant				

## VIII. Comments and Announcements

### a. Program Updates

- i. **MALPF-** Farms for FY25 are starting to get appraised. Offers will most likely come out end of May or June. The next application deadline for MALPF is April 1, 2026.
- ii. **IPP-** Applications 25-01 to 25-21 will be presented to the County Council Meeting at 5:30pm on February 4, 2025. The next application deadline will be September 1, 2025. Informed the board that we may be combining IPP and FRO in the next cycle.
- iii. **Critical Farms-** We received a total of 2 applications so far. The deadline is January 31, 2025. Staff will review all applications and bring back to the Board in February so we can order appraisals in February/March.
- iv. **Next Generation-**We have two applications with Next Generation. Both have been approved.

### a. Other Comments:

- i. **Transmission lines-** CPCN filed on 12/31/24. The County has stated they will officially intervene in the process. The Council will vote on 2/4/25 to adopt a resolution officially opposing the project.
- ii. **February Ag Board Meeting-**The next meeting will take place on February 24<sup>th</sup>, 2025 at 7:00pm.

## IX. Public Comment – None.

## X. Adjournment – Lisa Gaver moved to adjourn the meeting and Caroline Orlowski seconded the motion. The meeting was adjourned at 7:37pm.