



**Town of Boonsboro**  
**Planning**  
STAFF REPORT

DATE: 02/06/2025

TO: Mayor & Council  
Town Manager

FROM: Andrew J. Bowen  
Staff Planner/Zoning Administrator



RE: **TOWN FARM**  
**POTENTIAL RELEASE OF A PORTION OF THE PROPERTY**

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The Town of Boonsboro has been approached by the Thomas Family regarding sale of a portion of the Town Farm adjacent to the family's other properties used for agricultural purposes. This Staff Report provides information regarding the property and procedures for subdivision if the Town decides to sell the property. This report is not meant to propose or deny this request, only to provide facts and information for the Mayor & Council to make an informed decision.

**TOWN FARM PROPERTY INFORMATION**

<b>TAX ID:</b>	<b>DEED:</b>	<b>LAND AREA:</b>
06-023525	6819/6921	152.23

**LOCATION:**

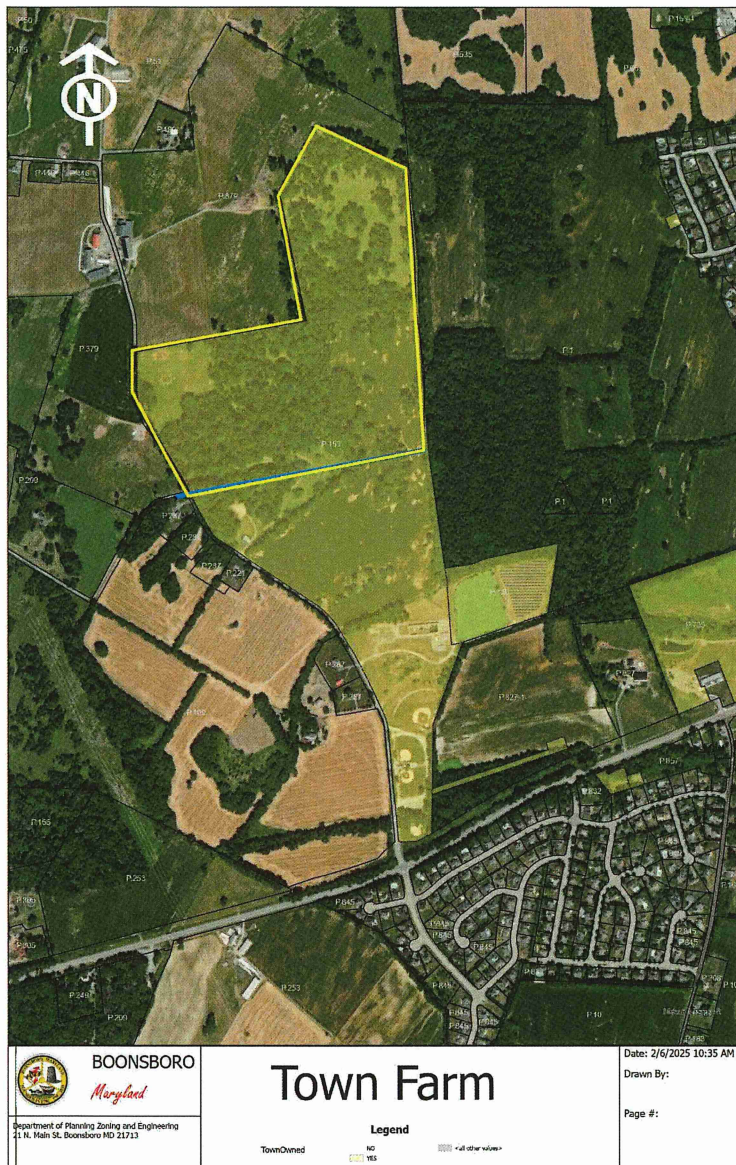
6819 Monroe Road, Boonsboro, MD 21713  
*The Town Farm property is within the Town Limits*

**ZONING:**

Employment Center District (EC)

8. Employment Center District - This district provides for industries, and areas, which are ideally suited for desirable types of light-industrial development because of their proximity to major highways, and utility services. Because of the need to promote the public welfare by encouraging additional employment opportunities, such land should not be pre-empted by other permanent uses, and is therefore designated solely for manufacturing, office and related activities which would provide new jobs in the Town's economy.

The Thomas Family is not requesting to purchase the entire Town Farm, but the northern portion of the Town Farm. The area identified below is approximately 77.8 AC.



In order to pursue the sale of this property, there are a number of steps and decisions that need to be taken in order for the Town of Boonsboro to be able to sell this proposed portion of the Town Farm.

- I. The Mayor & Council would need to determine if this portion of the Town Farm is no longer needed for public use.
- II. The Town would have to file a subdivision plat with the Boonsboro Planning Commission for approval for separating this portion of the property from the Town Farm.
- III. Contract of Sale between the Town and purchaser.

Beyond the procedural process for subdivision and property sale, there are a number of other considerations that should be discussed to avoid future misunderstanding regarding the use of the property once sold.

- Use of the Property: The uses are determined by the Zoning District, EC. This does allow for development for light industrial development. This is not the stated intent of the Thomas Family. The Thomas Family has consistently stated their only intention is pasture land for their cattle. That being stated, the Thomas Family, once the land is purchased from the Town do have every right to sell it in the future.
- De-Annexation: Since the Thomas Family will only be using the property for pasture land for their cattle, it would not be unrealistic that the Thomas Family may want to de-annex from the Town. Why would the Thomas Family want to pay Town taxes on a piece of property and receive no Town services.
- Property Restrictions: Any restriction(s) you place as a condition of sale to the purchaser will reduce the value of what is being purchased.
- Costs: There are costs associated with subdivision of land. These costs would include surveyors, engineering to develop the plats, legal for deed preparation, and subdivision fees for review. Preliminary Cost Estimates: \$10,000-\$12,000. Who is pay these costs?

