

Application No: \_\_\_\_\_

# ADAMS COUNTY AGRICULTURAL LAND PRESERVATION BOARD ROUND 14 AGRICULTURAL EASEMENT APPLICATION FORM

## GENERAL INFORMATION:

Name(s)  
(as listed on the Deed): \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Property Address, if different than above: \_\_\_\_\_

Specific driving directions to farmland tract from Gettysburg: \_\_\_\_\_  
\_\_\_\_\_

Telephone Number(s): Home: \_\_\_\_\_  
Cell: \_\_\_\_\_  
Other: \_\_\_\_\_

Please check box for which number you prefer us to call first.

Best time of day to contact someone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Name of Farm Operator: \_\_\_\_\_

Telephone Number of Farm Operator (if not owner): \_\_\_\_\_

Is the farm a 'Century Farm'?    **Yes**    **No**    *(If yes - Applicant must provide their Century Farm Certificate from the State or deed information to prove that the farm has been in the family for over 100 years.)*

Township(s) where property is located: \_\_\_\_\_

Date ASA was recorded: \_\_\_\_\_ Book No: \_\_\_\_\_ Page No: \_\_\_\_\_

Are there any right-of-ways or easements through this property that you are aware of?    \_\_\_\_\_ Yes    \_\_\_\_\_ No

If so, what are they? \_\_\_\_\_  
\_\_\_\_\_

Total acreage of farmland tract: \_\_\_\_\_  
Subtract out any Exclusions \* : ( \_\_\_\_\_ )  
Total acreage offered for easement purchase: \_\_\_\_\_

\*Reason for exclusion:    \_\_\_\_\_ Child Lot    \_\_\_\_\_ Possible donation to Land Conservancy of Adams County  
\_\_\_\_\_ Other/Please explain: \_\_\_\_\_

*\* Please note: All exclusions must be clearly noted on a Tax Map and approved by the ACALPB prior to final ranking. (Maps may be obtained through our office.)*

Deed Reference(s): Book \_\_\_\_\_ Page \_\_\_\_\_ Book \_\_\_\_\_ Page \_\_\_\_\_  
Book \_\_\_\_\_ Page \_\_\_\_\_ Book \_\_\_\_\_ Page \_\_\_\_\_

County Tax Map Parcel Number(s): \_\_\_\_\_

**DESCRIPTION OF FARM OPERATION:**

In order for our staff to accurately score and rank your property, we need a complete description of your TOTAL farm operation. Please make sure you cover all applicable topics as listed below. (Feel free to use the back of this form, or a separate piece of paper.)

1. Please describe the landowner's involvement in the farm operation:

\_\_\_\_\_ Owner/Operator          \_\_\_\_\_ Family Partnership          \_\_\_\_\_ Partnership with Another Entity

If Partnership, Partner(s) Name(s): \_\_\_\_\_

\_\_\_\_\_ None, I lease the land to a family member. Name: \_\_\_\_\_

\_\_\_\_\_ None, I lease the farm to a non-family member. Name: \_\_\_\_\_

\_\_\_\_\_ Other: \_\_\_\_\_

What is the relationship of the farm operator to you? (Circle one)    Self    Son    Daughter    Parent    Other: \_\_\_\_\_

Does the Farm Operator also work away from the farm?

\_\_\_\_\_ No          \_\_\_\_\_ Yes, full-time off farm          \_\_\_\_\_ Yes, part-time off farm

Does the Farm Operator consider the farm operation as their main source of income?    \_\_\_\_\_ Yes    \_\_\_\_\_ No  
*(If necessary, please use space in #4 for explanation.)*

2. Overall Farm Operation information:    \_\_\_\_\_ Acres **included in this application**  
+ \_\_\_\_\_ **Other** acres **owned** by you  
+ \_\_\_\_\_ **Other** acres **leased** by you  
= \_\_\_\_\_ **Total acres of entire farming operation**

3. Do you currently have a secondary business which is operated from this farm? (Bed & Breakfast, repair shop, craft shop, hunting clubs, etc.)  
\_\_\_\_\_ No          \_\_\_\_\_ Yes (please explain below)

\_\_\_\_\_  
\_\_\_\_\_

4. Other information you feel may be pertinent:

\_\_\_\_\_  
\_\_\_\_\_

5. Title Issues on this farmland tract:  
Please list names of all mortgagees, lienholders or owners of mineral rights for the FARMLAND TRACT you are applying for within this application. **Please note that we DO NOT need to know amounts of any mortgages or liens at this time.**

Mortgagees: \_\_\_\_\_

Lienholders: \_\_\_\_\_ Mineral Rights: \_\_\_\_\_

**THIS PORTION OF THE APPLICATION MUST BE FILLED OUT AND SIGNED BY THE FARM OPERATOR AND PERTAINS TO THIS APPLICATION TRACT ONLY**

**CROP AND LIVESTOCK REPORT ANTICIPATED FOR THE CURRENT CROP YEAR ON THIS TRACT**

CROP INFORMATION

LIVESTOCK INFORMATION

<u>Commodity</u>	<u>Acres</u>	<b>** <u>Type of Livestock residing on this Tract</u></b>	<u>Annual Avg # of Head</u>
1. <u>All Grain Crops</u>	_____	1. <u>Dairy Cattle</u>	_____
2. <u>All Hay</u>	_____	2. <u>Beef Cattle</u>	_____
3. <u>All Orchard</u>	_____	3. <u>Poultry</u>	_____
4. <u>Pasture:</u>	_____	4. <u>Other:</u>	_____
5. <u>Other:</u>	_____	5. _____	_____

**Total Acres Grown** \_\_\_\_\_ **\*\* Please include ALL livestock residing on this farm - whether owned by you, or otherwise.**

Do you have any portion of the farm in **Enrolled in or Applied for** any Government Programs? (CRP, CREP, Wetland Reserve Program, Conservation Stewardship Program, Grassland Reserve Program, Healthy Forest Reserve Program or Debt for Nature).

\_\_\_\_\_ None    \_\_\_\_\_ Approx. Acres **Enrolled in** any/all programs    \_\_\_\_\_ Approximate Acres **Applied for** in any program

**Table (A): Crop Rotation Practices:**

Please fill out **Table A** to show the typical rotation and tillage practices for this tract averaged over the past 5 years.

Below is an **EXAMPLE** of one type of rotation:

Year	Crop	Tillage Practice
1	grain corn	no till
2	grain corn	chisel and disc
3	wheat	moldboard plow
4	timothy hay	---
5	timothy hay	---

**TABLE (A)**

Year	Crop	Tillage Practice
1		
2		
3		
4		
5		

If this application ranks in the top 20% of applications, a copy of the Manure Management Manual, Nutrient Management Manual, and/or the current Conservation Plan will need to be provided..

The information provided above is true and correct, to the best of my knowledge.

\_\_\_\_\_  
Print Name of Farm Operator

\_\_\_\_\_  
Signature of Farm Operator

**USDA NATURAL RESOURCES CONSERVATION SERVICE AND USDA FARM SERVICE AGENCY RELEASE STATEMENT (next page)**

The Landowner must sign the attached Authorization for Release of Records for their USDA/NRCS files.

**Authorization for Release of Records**

To: United States Department of Agriculture (USDA). Natural Resources Conservation Service (NRCS)

From (Individual and/or Farm Name): \_\_\_\_\_

Mailing Address:

Farm Address (if different than mailing):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Municipality of Farm: \_\_\_\_\_

I hereby authorize the release of my individual records that are in the custody of the USDA, NRCS.

I authorize release of records to the following named individual(s) or representative(s) of the following organization(s):

List name(s) or organization(s):

Adams County Agricultural Land Preservation Board  
\_\_\_\_\_

I authorize release of the following information (*initial the appropriate block*):

ANY information in my files

or

ONLY the following information as noted below:

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

Beginning date \_\_\_\_\_ for release of record. Ending date \_\_\_\_\_ for release of record.

**I understand and acknowledge that NRCS cannot be responsible for ensuring the confidentiality of released records.**

Name (Please Print): \_\_\_\_\_

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

**APPRAISAL, OFFER AND PURCHASE STATEMENTS:**

Applicants selected by the County Board in a competitive evaluation among all applications will be offered the opportunity to order an appraisal to determine the development, agricultural, and easement values of the property. Those applicants who accept the appraisal offer will be required to complete a form and submit a **\$500 non-refundable administrative fee**. Applicants may accept or reject the County’s appraisal. If rejected, applicants may order another appraisal from a qualified appraiser at their expense. The County Board may offer less, but not more than, the **appraised value of the conservation easement**. **There is a cap of 90% of the appraised Easement Value not to exceed \$3,000.** In the event that the Applicant withdraws their application at any time after signing and returning the formal offer letter for any reason other than if the Applicant and the Board cannot mutually agree upon the appraised value of the property or the proposed easement purchase price, the Applicant will be required to reimburse the County for any and all costs incurred by the County in connection with the processing of such application; including, for example, appraisal and surveying costs, as well as incidental administrative costs. Such limitation shall be applicable to all applications, subject, however, to possible additional funding from outside, third party funding sources other than those funds certified for match under Act 43. Such outside, third party funding sources may include, for example, private entities, municipalities or land trusts.

**SURVEY AND DEED REQUIREMENTS STATEMENT:**

Please be advised that the County of Adams will require you, at your cost, to do one of the following unless otherwise agreed upon: Under the Act and the Regulations, the legal description contained in the current recorded deed(s) at the time the property owner applies for the County’s purchase of an Easement shall not contain a legal description closure error greater than one foot (1’) per two hundred (200’) linear feet. If your current legal description does not meet this requirement, a new survey would be required at the expense of the County and Commonwealth. You are further advised that any separately-described parcels or tracts of land in your above-referenced existing deed(s) are required to be merged into one (1) single tract prior to the imposition of the Deed of Easement, and thereafter cannot be separately sold or conveyed. In this case a **“Declaration of Merger of Separate Tracts/Parcels”** shall be recorded prior to the recording of the Deed of Easement. If a new survey is required by the County to complete your project, a **“Deed of Consolidation”** will be recorded prior to the recording of the Deed of Easement. In essence, this will be your new “Fee Simple” deed. The purpose of this is to have the legal descriptions of your current Deed and the Deed of Easement match, with the exception of when there are exclusions to the Deed of Easement.

**SIGNATURES:**

It is necessary for **ALL owners** of the farmland tract to give their approval and consent to this application.

**This application will NOT be accepted without all owners’ signatures.**

I/we have read and understand the **“Appraisal, Offer and Purchase Statement”**, the **“Survey and Deed Requirements Statement”**, and the **“USDA NRCS and FSA Release Statement”** and to the best of my/our knowledge the information submitted in this application is true and correct.

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date Submitted: \_\_\_\_\_

**The original copy of this application must be received in the office by end of day, or postmarked by, June 12, 2020:**

**Adams County Office of Planning and Development  
Rural Resource Division  
670 Old Harrisburg Road, Suite 100  
Gettysburg, PA 17325**

**For assistance in completing this application, please call (717) 337-5859 for an appointment.**

**For References on Crop History and Soil Conservation Plan Information:**

Farm Service Agency  
670 Old Harrisburg Road, Suite 203  
Gettysburg, PA 17325 (717) 334-4216

Natural Resource Conservation Service  
670 Old Harrisburg Road, Suite 202  
Gettysburg, PA 17325 (717) 334-4216

**To obtain Deed Reference, Tax Map Numbers and Tax Maps:**

Contact our office for this information

**Agricultural Security Areas (ASA):**

Contact our office for this information