

## LANDOWNER APPLICATION PACKAGE

All of the items mentioned in the following paragraphs, plus a qualified appraisal, are considered to be part of the application package by the State Office.

The following **items must be completed and submitted** by the landowner to the County office before an application will be reviewed:

1. **Form A - general application plus \$50 non-refundable application fee**
2. **Form B - crop production and livestock report**
3. **Copy of Deed for parcel(s) from recorder of deeds office**
4. **School, County, local property tax receipts or other similar documentation**
5. **Copy of tax map of parcel from assessment office**
6. **IRS Schedule F or other similar documentation**
7. **A copy of your approved conservation plan, if you have one, including the number of harvested cropland, pasture, and grazing land acres.**
8. **A copy of your Nutrient Management Plan, if required under the Nutrient Management Act.**

The following items will be completed by the County office in consultation with the landowner and other specialists as may be needed:

1. **Form C** - soil report and land capability class table
2. USGS topographic map of farm
3. National Wetlands Inventory map of farm
4. Color coded soils map of farm
5. A preliminary review of surface coal ownership by the FLP Solicitor will be conducted. If ownership is not retained by the applicant then an application cannot be accepted until the applicant has proven ownership of surface coal rights.

After review of the previous information to determine if the farm meets the State and County program requirements the County office will then complete the following information in consultation with the landowner and other specialists for those farms that qualify.

1. Soil mapping unit descriptions with Land Capability Classes (LCC) units listed.
2. Site Assessment report
3. **Form D** - Ranking worksheet
4. After ranking has been completed by the FLP board, a \$2,000 good faith payment shall be made to the FLP board by the landowner. Upon completion of the easement purchase the payment shall be returned to the applicant. If the applicant does not complete the easement process, the payment shall be retained by the FLP to cover costs of the appraisal and attorney fees.

The following items will be obtained once the landowner has accepted an offer to purchase and signed an Agreement of Sale:

1. Title report and title insurance commitment
2. Error of closure check on property deed or 1' = 10000' error of closure survey, if required
3. List of all adjoining landowners

The County office staff will provide information and help in completing the forms.

**GREENE COUNTY FARMLAND  
PRESERVATION PROGRAM**

**APPLICATION FORM: FORM A**

**General Information:** (please print)

Landowner Name \_\_\_\_\_ Social Security # \_\_\_\_\_

Landowner Name \_\_\_\_\_ Social Security # \_\_\_\_\_

Landowner Name \_\_\_\_\_ Social Security # \_\_\_\_\_

Landowner Name \_\_\_\_\_ Social Security # \_\_\_\_\_

Address (Primary address to be used):

\_\_\_\_\_

(street)

(city)

(state)

(zip)

Telephone # \_\_\_\_\_

(Include best time to be reached)

Name, address and telephone number of person to be contacted to view the farmland tract, if different than above:

\_\_\_\_\_

**Farm Information:**

County \_\_\_\_\_ Municipality \_\_\_\_\_

Name of Agricultural Security Area \_\_\_\_\_ Book \_\_\_\_\_ Page \_\_\_\_\_ Instr. No \_\_\_\_\_

Total acreage of farmland \_\_\_\_\_

Total acreage offered for easement purchase \_\_\_\_\_

Deed Reference: Book \_\_\_\_\_ Volume \_\_\_\_\_ Page \_\_\_\_\_

Tax Parcel ID Number for each tax parcel \_\_\_\_\_

Date Conservation Plan was approved and/or updated by the Conservation District \_\_\_\_\_

Soil Conservation practices currently in use \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Farm Information:** (continued)

Directions to the farmland tract (starting from the nearest state route or main road) \_\_\_\_\_

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**Liens and Mineral Rights:**

Please list all mortgage holders, lien holders, and/or owners of rights in surface/deep mined coal for the farmland tract: \_\_\_\_\_

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Name or names of the owners of the mineral rights. Once an application and fee is received by staff the Farmland Preservation Board Solicitor will conduct a preliminary review of surface coal ownership. If the solicitor deems that the surface coal rights are retained by the applicant then an application can be accepted for ranking. If the coal rights are not retained the applicant, the applicant is responsible to obtain the ownership prior to continuing the application process and ranking will not take place until the ownership has been obtained.

**Crop/Livestock Reports:**

Applicant is required to complete a crop/livestock report (Attached Form B) for the farmland tract as part of the application.

**Signatures:**

I/We hereby give our approval and consent to the validity of information contained within this application package.

I/We hereby authorize the Conservation Plan preparer to release copies of the Conservation Plan and Nutrient Management Plan (Act 38, if applicable), to the County Agricultural Land Preservation Board and the Bureau of Farmland Preservation as required under Act 43 criteria for easement purchase.

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

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

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

# GREENE COUNTY FARMLAND PRESERVATION PROGRAM

**APPLICATION FORM: FORM B** - Crop Production/Livestock Report

Name: \_\_\_\_\_ Township \_\_\_\_\_

Total Acres: \_\_\_\_\_ Acres Offered: \_\_\_\_\_

### CROP REPORT 20\_\_

Crop	Acres	Yield	Average County Yield
<b>Total Crop Receipts:</b>			

### LIVESTOCK REPORT 20\_\_

Type	Number	Products Sold	Receipts
<b>Total Livestock Receipts:</b>			

### RECEIPTS - ADDITIONAL SOURCES

Source	Receipts
<b>Total Additional Receipts:</b>	

**Receipts for Parcel:**

\$ \_\_\_\_\_

**Receipts for Entire Operation:**

\$ \_\_\_\_\_

# GREENE COUNTY FARMLAND PRESERVATION PROGRAM

**APPLICATION FORM: Form C SOILS REPORT**

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FARM/NAME: \_\_\_\_\_ TOWNSHIP \_\_\_\_\_

Total Acres: \_\_\_\_\_ Acres Offered: \_\_\_\_\_

### Capability Classes I-IV

Capability Class	Cropland Acres	Pasture Acres	Other	Total
<b>I</b>				
<b>II</b>				
<b>III</b>				
<b>IV</b>				
Sub-Total I-IV				

### Capability Classes V-VIII

Capability Class	Cropland Acres	Pasture Acres	Other	Total
<b>V</b>				
<b>VI</b>				
<b>VII</b>				
<b>VIII - water</b>				
Sub-Total V-VIII				

### Totals

Capability Class	Cropland Acres	Pasture Acres	Other	Total
<b>I-IV</b>				
<b>V-VII</b>				
<b>Total</b>				

**PERCENTAGE OF TOTAL ACRES IN LAND CAPABILITY CLASSES I-IV**

**Step 1**

Total Acres in Capability Classes I-IV of Pasture & Cropland	÷	Total Easement Acres	×	100	=	%
	÷		×		=	

**Step 2**

Is percentage in Step 1 50% or greater? \_\_\_\_\_ Yes \_\_\_\_\_ No

If no, continue to step 3.

**Step 3**

Document whether 50% or more of the total easement acreage is both available for and of soil capability classes I-IV.

Total Acres in Capability Classes I-IV (regardless of land use)	÷	Total Easement Acres	×	100	=	%
	÷		×		=	

**\*Note: If neither steps 1 or 2 are equal to or greater than 50%, land does not qualify for preservation.**

**PERCENTAGE OF TOTAL ACRES IN AGRICULTURAL USE**

**Step 4**

Total Acres Cropland	+	Total Acres Pasture	÷	Total Easement Acres	×	100	=	%
	+		÷		×		=	

**\*Note: If not equal to or greater than 50%, land does not qualify for preservation.**