

APPENDIX A

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 to the County office before an application may be considered for easement purchase:

1. Form A – general application.
2. Form B – crop production and livestock report.
3. IRS W-9 Form.
4. Filing Fee-\$50 check made payable to the “County of Armstrong”

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. Soil Map – The soils map of the farmland tract must be color coded as follows:
 - Class I - Green
 - Class II - Yellow
 - Class III - Red
 - Class IV- Blue
 - Class V & Up – leave White
3. Location Map – A United States Geological Survey Topographical Map showing the location and approximate boundaries of the farmland tract.
4. Tax Map – Tax map(s) of the farmland tract map reference and tax parcel numbers clearly indicated.

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. Ranking worksheet.

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 a 1/10,000 closure error survey.
3. List of all adjoining landowners.

The Armstrong County Conservation District office staff will provide information and help in completing the forms and will provide information and assistance with soils mapping and conservation planning.

**ARMSTRONG COUNTY AGRICULTURE
CONSERVATION EASEMENT PROGRAM
APPLICATION FORM: Form A**

1. General Application Guidelines:

- The application cannot be part of a current or future subdivision of the entire property that would result in any part of the subdivision being less than 50 acres
- The applicant may exclude up to but no more than five acres from the agricultural easement application to provide for future home sites. This five (5) acre exclusion is a one-time only exclusion. No other subdivisions will be permitted other than what is allowed under Appendix F - Subdivision, and those exemptions provided in the Agricultural Area Security Law, Act of June 30, 1981, P.L. 128 No. 43, et. seq. Section 14.1 (c)(6)(iv). The property owner is required to have the five-acre tract surveyed and defined off of the farm tract with a separate legal description for the five-acre tract prior to the application of any agricultural conservation easement. This five-acre tract will not be included in the easement purchase.
- In addition to the structures existing on the restricted land on the date of the granting of the easement, one additional residential structure may be constructed on the restricted land if the following apply:
 - (1) The residential structure is constructed and used as the landowner's principal residence or for the purpose of providing necessary housing for seasonal or full-time farm employees.
 - (2) No other residential structure has been constructed on the restricted land, under authority of section 14.1(c)(6)(iv) of the act (3P.S. §914.1(c)(6)(iv)) and this section, after the date of the granting of easement.
 - (3) The residential structure and its curtilage occupy no more than 2 acres of the restricted land.

General Information (please print):

Landowner Name _____ Social Security # _____

Landowner Name _____ Social Security # _____

Landowner Name _____ Social Security # _____

Landowner Name _____ Social Security # _____

Primary Address: _____

Telephone # _____ Cell# _____ Email: _____

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

Street location of farmland tract (include directions from nearest State Route): _____

Farm Information: County _____ Municipality _____

Is Farm currently enrolled in an Agricultural Security Area? _____ Yes _____ No

ASA Reference: Book _____ Page _____

Table (A): Parcels Offered for Easement Purchase: Please list all tract numbers for those parcels offered for easement consideration in **Table A**.

TABLE A (FILL OUT)			
DEED REFERENCE: BOOK/PAGE	TAX MAP PARCEL NUMBER	DEEDED ACREAGE	YEARS OWNED BY APPLICANT
Total Acreage Offered for Easement Purchase			

**Applicant is required to attach a copy of the most recent Deed, as filed with the Registrar of Deeds.*

*** The ACALP Board will score each eligible tax map parcel separately and combined to determine highest ranking score scenario for the applicant unless the applicant specifies otherwise.*

How many acres of _____ Crop _____ Pasture _____ Other land does the farm contain?

Do you have a USDA Conservation Plan for the land identified in this plan? _____ Yes _____ No

Tract # of USDA Conservation Plan _____

If yes, when was the current Plan last updated? _____

Was the Plan developed or updated in conjunction with current farming operation? _____ Yes _____ No

Is the implementation of the Plan on schedule? _____ Yes _____ No

According to the implementation schedule, what percentage of the Plan is implemented? _____

Table (B): Crop Rotation Practices: Please fill out **Table B** to show the typical rotation and tillage practices for this tract averaged over the past five years.

EXAMPLE OF ROTATION			TABLE B (FILL OUT)		
YEAR	CROP	TILLAGE PRACTICE	YEAR	CROP	TILLAGE PRACTICE
1	Grain corn	No till	1		
2	Grain corn	Chisel and disc	2		
3	Wheat	Moldboard plow	3		
4	Timothy hay	---	4		
5	Timothy hay	---	5		

Are there any State or Federal conservation programs currently being utilized on this farm such as CRP, CREP, EQIP, CSP, etc.? Please specify program and acreage: _____

Based on Act 38 of 2006, are you required to have a Nutrient Management Plan? ____Yes ____No

Does the farm operation have a current Act 38 Nutrient Management Plan or Manure Management Plan? ____Yes ____No. Please specify plan:_____

Date Cooperator Agreement was accepted by Conservation District_____

Is the property offered for easement purchase designated a Century Farm? _____

Please describe your involvement in the farm operation:

____ None, I lease the land ____ Owner/operator ____ Partnership ____ Other (Specify)

If a partnership, please note percentages of ownership or operation, if applicable (Ex. 50% / 50% partnership, etc.) _____%

Please attach Articles of Incorporation, Partnership Agreement, or Trust Information, if appropriate.

Total number of employees (not including yourself):

____ Family (year-round) ____ Family (seasonal) ____ Other (year-round) ____ Other (seasonal)

Are you aware of any historic, scenic, or environmentally sensitive features within 1 mile of the farm (flood plains, wildlife habitat, parks, forests, and educational sites)? Please identify:_____

Are there any other non-ag uses conducted on this farm such as an airport, weddings or special events, engine repair shop, saw mill, hunting preserve, etc.? Please identify:_____

Are you aware of any housing developments within ½ mile of the farm? Please identify:_____

Give a list of buildings existing on the property: _____

Are there any public or private right-of-ways or easements located on this farm? Please identify: ____

Do you own the surface mineable mineral rights to the tract? ____ Yes ____ No

Are there any mortgages or liens on the property? ____ Yes ____ No

If yes, please list the mortgage or lien holders and the approximate balances of each mortgage or lien.

Do you have public water or sewer available on site or within ½ mile? ____Yes ____No ____On-Site

Other information you feel may be pertinent: _____

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 6, 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 _____

Landowners of tracts selected for appraisal and further evaluation must make a \$2,000 Evaluation Deposit. The deposit is to be held in escrow. This deposit will be refunded only if

- (1) The County Board does not conduct an appraisal; or
- (2) The County Board conducts an appraisal but does not make an offer to purchase an easement; or
- (3) The County Board’s final offer is less than the appraised value of the easement or the maximum offer of \$2,000 whichever is less and such offer is refused by the applicant; or
- (4) The applicant sells an easement to the County and/or the Commonwealth.

A Title Search will be ordered by the Board to ensure that the owner has free and clear Title to the land and no encumbrances that would prevent the ACALP from acquiring an easement. *If the landowner is unwilling or unable to obtain Free & Clear Title the \$2,000 Evaluation Deposit will not be refunded.*

The Evaluation Deposit will be refunded to the landowner at settlement. If the final closing on the transaction does not occur due to the inability of the ACALP to finalize the completion of the transaction, the landowner will be entitled to a refund of the Evaluation Deposit.

PLEASE SUBMIT THIS APPLICATION AND YOUR **\$50.00 NON-REFUNDABLE CHECK**,
MADE PAYABLE TO: **COUNTY OF ARMSTRONG** TO THE
ARMSTRONG CONSERVATION DISTRICT OFFICE.

**ARMSTRONG COUNTY AGRICULTURAL
CONSERVATION EASEMENT PROGRAM**

Application Form: Form B – Production Report

Name _____
Township: _____
Easement Acres Offered: _____
For Calendar Year: _____

The applicant must provide crop production and livestock information for the farmland tract (s) for the most recent calendar year that comparable statistics are available from the Pennsylvania Agricultural Statistics Service.

CROP REPORT

Crop	Acres Grown	Yield/Acre	Receipts
Total crop receipts:			

LIVESTOCK REPORT

Livestock	Average Numbers	Product/Amount Sold	Receipts
Total livestock receipts:			

RECEIPTS-ADDITIONAL SOURCES

Source	
Total additional receipts:	

Receipts for tract:

Receipts for operation