

Northumberland County Agricultural Conservation Easement Program



2020 Application Packet



Before filling out this application, please review the following checklist to make sure you meet ALL the minimum eligibility requirements for the program. If not, you are not eligible to apply for this program at this time. Once you determine you meet all the minimum eligibility requirements, proceed with the rest of the application packet.

Northumberland County Agricultural Land Preservation Program Minimum Eligibility Requirements Checklist

- _____ 1. The farm is located in an agricultural security area, consisting of 500 acres or more; or is bisected by the dividing line between two local government units, having the majority of its viable agricultural land within an agricultural security area of 500 acres or more and the remainder in another local government unit outside of an agricultural security area; or is bisected by the dividing line between the purchasing county and an adjoining county, having the land located in the purchasing county and an agricultural security area of 500 acres or more and the remainder in another county outside of an agricultural security area, and with respect to which one of the following applies:
 - a. A mansion house (farmhouse) is on the tract and located within the purchasing county.
 - b. When the mansion house on the tract is bisected by the dividing line between the two counties, the landowner has chosen the purchasing county as the site of assessment for tax purposes.
 - c. When there is no mansion house on the farmland tract, the majority of the tract's viable agricultural land is located within the purchasing county.
- _____ 2. The farmland tract is contiguous acreage of at least 50 acres in size; or contiguous acreage of at least 10 acres in size and utilized for a crop unique to the area; or contiguous acreage of at least 10 acres in size and contiguous to a property which has a perpetual conservation easement in place which is held by a "qualified conservation organization," as that term is defined in section 170(h)(3) of the Internal Revenue Code (26 U.S.C.A. § 170(h)(3)).
- _____ 3. The farmland tract contains at least 50% of its soils which are both available for agricultural production and of Land Capability Classes I-IV, as defined by the USDA-NRCS.
- _____ 4. The farmland tract contains the greater of 50% or 10 acres of harvested cropland, pasture or grazing land. (Conservation Reserve Program (CRP) and Conservation Reserve Enhancement Program (CREP) acreage does not qualify as harvested cropland "in current use" for minimum eligibility criteria; however, the USDA maintains the field yield cropping history for cropland on the farm.)
- _____ 5. Total farm gross receipts equal \$25,000 or more annually, unless the farm is being deeded through a \$1 bargain sale or a donation.

If you meet ALL the above requirements, please proceed with completing the application.

Application Instructions:

1. A non-refundable application fee of \$100, made payable to “NCALPB” is required for each completed application submitted.
2. The following must be provided by the applicant:
 - a. Certified conservation plan for the applicable farmland.
 - b. Manure management plan or nutrient management plan for the applicable farmland (if needed).
 - c. Location map. (A United States Geographical Survey topographic map showing the location of the applicable farmland.)
 - d. Soils map. (Soils map of the applicable farmland, including color codes and cross hatch or separate map for wetlands. Our office can aid with this, if needed.)
 - e. Deed and tax map for the property. (Tax map(s) of the applicable farmland with map reference and tax parcel numbers clearly indicated.)
3. If your application receives preference for an appraisal, you will receive a copy of the appraisal request form. If you wish to proceed with the process, you must submit the request form to the Northumberland County Agricultural Land Preservation Board along with a \$1,000.00 good faith deposit prior to ordering the appraisal. The deposit will be held in an escrow account and returned within 30 days of closing, only under the following conditions:
 - a. The County board does not conduct an appraisal; or
 - b. The applicant does not withdraw the application at any time between the appraisal and closing; or
 - c. The applicant does not sever the agreement of sale and proceeds to closing; or
 - d. The County Board decides not to make an offer to purchase an easement from the applicant.

Please submit this application with a check for \$100 made payable to NCALPB to the following address (incomplete applications will be returned):

Northumberland County Agricultural Land Preservation Board
c/o Northumberland County Conservation District
228 Houser Road
Sunbury, PA 17801

Please call the Northumberland County Conservation District Office if you have questions or would like assistance in completing this application: 570-495-4665 ext. 305

Soils, Conservation/Manure Management Planning, and Application Assistance:

Northumberland County Conservation District, 228 Houser Road, Sunbury, PA 17801
Phone: 570-495-4665 x304

Tax Parcel Numbers & Deed Reference:

Office of the Chief Assessor, Northumberland County Administration Building
399 Stadium Drive, 3rd Floor, Sunbury, PA 17801 Phone: 570-988-4112

PART I. GENERAL INFORMATION

1. Please provide the name(s), address, and telephone number(s) of the owner(s) of the farmland tract consenting to this application. (Please include additional owners on a separate sheet of paper. All owners must be listed.)

Owner

Co-Owner

Name: _____

Address: _____

Phone #: _____

2. The name, address and telephone number of the person to be contacted to view the farmland tract if other than the owner above.

Name: _____

Address: _____ Phone #: _____

PART II. FARM INFORMATION

1. County _____ Township _____

2. The road location of the farm, and directions from the nearest State Route: _____

3. The farmland tract is located in the Agricultural Security Area of _____ Township, Northumberland County. This Agricultural Security Area was officially recorded at the Northumberland County Register and Recorder's Office on this date: _____. (For information on recording date, call 570-988-4140.) Book _____ and Page # _____.

4. The total acreage of the farm is _____ acres. The number of acres in the farmland tract proposed for easement purchase is _____ acres. (*Note: You can only leave off a maximum of 5 acres for easement purchase.*)

5. Has the farmland tract been surveyed? _____ If yes, date of survey: _____
Surveyor: _____ License: _____
Address: _____ Phone: _____
Fax: _____ Type of Survey: _____
Attach copy of survey.*

6. Indicate the deed reference to the farmland tract by:
 Book _____ Volume _____ Page _____ : Attach a copy of the DEED's property description (metes & bounds) for the land that will be potentially purchased as an easement pursuant to this program application and farmland agricultural land easement regulations.

7. List the Northumberland County Real Estate Tax Parcel number of each parcel comprising the farmland tract proposed for easement purchase.
 Parcel Number(s) _____ Tax Map Number(s) _____

8. The amount of public road frontage of the farmland tract: _____ feet.

9. Is this farm listed by the Pennsylvania Department of Agriculture as a Century or Bicentennial Farm? If yes, when _____ date listed: _____

10. The date and acreage of the most recent subdivision of this farm:
 Date subdivision was recorded: _____ Acreage: _____
 Present land use of subdivision: _____

* Note: Attach a copy of your Approved Subdivision Plan as received from the Local/County Planning commission and Register/Recorder

11. Record the federal identification number of your farm business:
 # _____
 You must submit a signed IRS form W-9 and attach it to the application. Each owner of the farmland tract must fill out a separate W-9 form. You may make as many copies as you need of the form W-9.

PART III. SIGNATURES

It is necessary for all farmland owners to give their approval and consent to this application.

I hereby authorize the Conservation Plan preparer to release copies of the Conservation Plan, Manure Management Plan, and/or 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 _____

I hereby certify that I am _____ am not _____ a county board member.

PART IV. CROP PRODUCTION INFORMATION

Please complete the following Farm Production Report.
CROPS REPORT for most recent crop year.

	<u>Commodity</u>	<u>Acres Grown</u>	<u>Yield/Acre</u>
(1)	_____	_____	_____
(2)	_____	_____	_____
(3)	_____	_____	_____
(4)	_____	_____	_____
(5)	_____	_____	_____
(6)	_____	_____	_____

PART V. LIVESTOCK REPORT

LIVESTOCK REPORT for most recent calendar year.

	<u>Farm Livestock</u>	<u>Average Numbers</u>	<u>Products Sold</u>	<u>Quantity Sold</u>
(1)	_____	_____	_____	_____
(2)	_____	_____	_____	_____
(3)	_____	_____	_____	_____
(4)	_____	_____	_____	_____
(5)	_____	_____	_____	_____
(6)	_____	_____	_____	_____

Total farm annual gross receipts: \$ _____

If the total farm gross receipts listed above are not greater than \$25,000, list additional sources of gross farm receipts for this operation that can be combined with the above receipts to make a total of more than \$25,000:

PART VI. CONSERVATION PLAN

1. The date of the conservation plan (attach Certified Plan): _____
2. Date of Manure or Nutrient Management Plan (if required): _____

PART VII. MORTGAGES, LIENS AND MINERAL RIGHTS

At the time of closing, the sale of an easement will be subject to the ability of the applicant to provide good title to the farmland tract, free of encumbrances such as liens, mortgages, options, rights of others in surface mineable coal, land use restrictions, adverse ownership interest and other encumbrances which would adversely impact the county and Commonwealth's interest in the farmland tract. List all such present encumbrances and any co-signers who would be included in those areas of encumbrances:

PART VIII. SELLING PRICE

I would consider selling an Agricultural Conservation Easement to the Northumberland County Agricultural Land Preservation Board and/or the Commonwealth of Pennsylvania for not less than:

- A. \$ _____ for the entire farm; or
- B. \$ _____ per acre; or
- C. _____ an amount to be determined by appraisal and acceptable to buyer and seller (place an X on the line if making this choice).

PART IX. MAPS

The applicant is required to provide the following maps:

1. Location map – A United States Geographical Survey topographic map showing the location of the farmland tract.
2. Soils map – The soils map of the farmland tract, including color codes and cross hatch or separate map for wetlands. (available from County Conservation District)
3. Tax map – Tax map(s) of the farmland tract with map reference and tax parcel numbers clearly indicated. (available from County Assessor)