**Conservation Easement Application Form**

Revision: 7/12/2018

**General Information**

* Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Property Owner(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Contact Number(s): **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Property Information**

* Physical easement property location**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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* Deed Reference(s):
  + Book \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Page\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Tax Map\_\_\_\_\_\_\_\_\_\_\_\_\_ Parcel\_\_\_\_\_\_\_\_\_\_\_\_\_\_
  + Book \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Page\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Tax Map\_\_\_\_\_\_\_\_\_\_\_\_\_ Parcel\_\_\_\_\_\_\_\_\_\_\_\_\_\_
  + Book \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Page\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Tax Map\_\_\_\_\_\_\_\_\_\_\_\_\_ Parcel\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Acreage:
  + Total Acres in Deeds or Plats\_\_\_\_\_\_\_\_\_\_\_\_ Acres Offered for Easement\_\_\_\_\_\_\_\_\_\_\_\_ CREP Acres\_\_\_\_\_\_

**Questions Pertaining to Property** (Please answer **Yes or No\_\_ all questions must be completed**)

* Does the property have current farm-use valuation for property tax purposes? \_\_\_\_\_\_ if yes, attach most recent filing.
* Does the landowner own mineral rights? \_\_\_\_\_\_\_
* Have mineral, gas, or oil rights been leased? \_\_\_\_\_\_\_ if so, attach copy of lease(s).
* Has there ever been a mineral, gas, or oil rights lease(s) that has expired? \_\_\_\_\_\_\_\_\_\_ Has a release been recorded for the lease? \_\_\_\_\_\_\_\_\_\_\_\_\_ if so, attach copy of the lease and release.
* Are there any other third party interest in the property, such as, but not limited to: Life Estate Rights, Right of First Refusal, Living Rights, Water Rights, Deed Limitations, Hunting Rights or Land Use Rights? \_\_\_\_\_\_\_\_ if so attach all documents.
* Is the property in a trust or corporation? \_\_\_\_\_\_\_\_\_ if yes, please attach proper documentation?
* Does the property have a conservation plan? \_\_\_\_\_\_\_\_\_ if yes, attach plan or NRCS letter of confirmation.
* Are there any power-line right-of-ways or plans for power-line right-of-ways located on the property? \_\_\_\_\_\_\_\_\_ if so attach documents.
* Are there any other right-of-ways located on the property? \_\_\_\_\_\_\_\_\_\_ if so attach documents.
* Does the property have any underground fuel tanks? \_\_\_\_\_\_\_\_\_\_
* Are there any dumps located on the property? \_\_\_\_\_\_\_\_\_\_\_
* Is the property currently listed for sale or subject to a sales contract? \_\_\_\_\_\_\_\_\_\_
* Is the property in the estate process, or has it been inherited within the last two years? \_\_\_\_\_\_\_\_\_\_ Attach details.
* How many residential sites are currently located on the property? \_\_\_\_\_\_\_\_\_
* Does the landowner want to reserve future residential sites for the property? \_\_\_\_\_\_\_\_\_\_ If so, how many\_\_\_\_\_\_\_\_\_\_. Where on the property would the sites be located? Attach a map of proposed areas.

**Financial Information Pertaining to the Property**

* Does the property owner wish to donate an Easement? \_\_\_\_\_\_\_\_\_\_\_

(*Property owners wishing to fully donate an easement should contact the Hampshire County Farmland Protection Board (HCFPB) because application requirements will change)*

* Does the property owner wish to sell an Easement? \_\_\_\_\_\_\_\_\_\_\_ If Yes, please indicate the offering price for the purchase of an easement on the property in the space provided below.
  + **Offering Price: *(****The HCFPB currently does not consider offers of**more than* ***$1800*** *per acre. Offering price is calculated in the ranking process at the County level. A lower offering price may increase your ranking score.)*
  + **Funding Options:** HCFPB allows landowners to choose to apply for NRCS funding or local funding. NRCS funding is an opportunity to have an easement fully funded with 50% Federal funds and 50% County and/or State funds. Local funding allows the easement to be funded at 60% of the easement value, but with only County and possibly State funds. Restrictions for NRCS and Local easements differ. Please consult the Director of the HCFPB for more information.
  + **Property owner wishes to apply for NRCS (Federal) funding or Local (County and/or State) funding\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.**

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| --- | --- | --- |
| **Total Offer** | **# of acres** | **Price per acre *(Max allowed $1800)*** |
|  |  |  |

* Has an appraisal been completed within the past 2 years?\_\_\_\_\_\_\_\_\_\_\_ If so, attach appraisal
* Are there any secured debts or liens on the property? \_\_\_\_\_\_\_\_\_\_\_\_ If Yes, indicate the holder and the dollar amount in the space provided below.

|  |  |
| --- | --- |
| **Holder** | **Dollar amount** |
|  |  |
|  |  |

* Will the lender agree to subordinate the loan? \_\_\_\_\_\_\_\_\_\_\_ if yes please attach subordination letter from the lender.

**Briefly describe future plans for the property: *Can use additional sheet of paper if needed***

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**Documents to include in this application:**

* Property Plat Map(s)
* Deed description (s)
* Aerial map showing the boundaries of the property offered for Easement
* Tax map (available from the Hampshire County Assessor’s Office)
* Soil map (available from the local NRCS)
* Soil profile (available from the local NRCS)
* NRCS letter confirming NRCS-USDA Conservation Plan
* Letter of subordination from financial institution (if applicable)
* Farm Use Valuation Filing
* The following forms from USDA: AGI Form, Form AD-1026, and any form required by USDA to participate in ACEP/ALE.

All of these forms are required for persons listed on the property deed(s) and their spouses, regardless of whether they are listed on the deed or not.

* Verification Letter obtained from the County Planning Office that the property is eligible to be subdivided.
* All other documents requested herein

**Signatures:** All owners must sign this application. Signing this application indicates consent to apply to the Hampshire County Farmland Protection Program and agreement with the following statement:

*To the best of my knowledge, the information expressed in this application is accurate, and I understand that any information herein found to be false may disqualify me from the Farmland Protection Program.*

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_