

## **Indiana County Farmland Easement Application Form Instructions**

### **I. General Information:**

- List owner(s) name(s) as listed on deed and contact information.
- You do not have to enroll the entire farm. You may enroll only the agricultural land provided that it is contiguous and greater than 35 acres.

### **II. Farmland Tract Identification:**

- If different than general information address, provide mailing address and driving directions to the farm.
- Deed book and page number are found on the front of the deed.
- The tax map/parcel numbers can be obtained from a county plat map, or the tax assessment office located at the courthouse.
- Since the objective of the program is to preserve the agricultural soils, any third party rights to access the surface for resource extraction would have the potential to destroy the soil profile necessary for crop production. In many cases the coal rights for the deep and surface mineable coal are detailed in the coal deed. You do not have to own the coal rights, but the deed severing the coal rights must not provide for, permit, or imply access to the coal via the surface. You will need to provide professional documentation indicating fee simple title to the surface rights in the event your farm easement is considered for purchase.
- If the farm has been surface mined, the Conservation District can provide a copy of a topographic map for you to mark the mined area if applicable.

### **III. Site Characters - Township Assisted Information**

- A. Measure the proximity of tract to utilities “as the crow flies”. If possible, provide a location of the sewer or water line (i.e. 300’ north of intersection of T324 and T417).
- B. Example: Residential development occurs along the northern property border with the balance surrounded by farmland and forest. Township has plans to install waterline adjacent to my property in 2016.
- C. Call your township office to determine if you are in an Agricultural Security Area (ASA) and to obtain ASA book and page number where it is recorded. If your farm is located in multiple townships, list all. If you are not in an ASA, the township will have information on registering your farm.

### **IV. Maps**

These are to be included with your application.

- A. Highlight your property boundaries on the tax map or the section of property you wish to enroll. These maps are available from the Indiana County Tax Assessment Office.
- B. Whoever is actively farming the property should have a copy of the conservation plan.
- C. Show the section of property you wish to enroll. Topographic maps are available on-line or at the Conservation District office.

### **V. Farming Operations**

#### **A. Conservation Plan**

- All plowing and tilling operations are required to have a conservation plan. In most cases this would have been prepared by the USDA Natural Resources Conservation Service (NRCS). The NRCS office (724-463-8547) will have a copy of your farm’s plan if it exists. Enter the date of the plan found on the front cover. Conservation practices employed on the farm will be listed in the conservation plan. If the conservation plan does not reflect current

agricultural uses (pasture or crop land) additional information should be included providing the current uses of the fields.

- A manure management plan is required in lieu of a nutrient management plan if your farm has livestock. Enter the date the plan was prepared. For information regarding manure management plans, contact Adam Cotchen at the Indiana County Conservation District at (724) 471-4751 ext. 4.

B. Land use summary

- This information can be obtained from the conservation plan map.

C. Production information

- List the value of all crops grown and sold off the farm. If crops used to feed livestock list the value and amount of the product sold off the farm (i.e.: 10 heifers- \$12,000, 380,000 lbs. milk - \$75,000)

**VI. Reason for Application**

**VII. Official Contact**

**VIII. Signature(s)**

Application must be signed by all owners of the farmland being offered for easement.

**NRCS Release Form**

Please see Page 3 for Release Form.

If your farm is chosen for purchase you will need to provide us a copy of your conservation plan. By signing the release form below you are permitting the Indiana County Easement Board to access and copy your NRCS conservation plan.

Detach and return with application.

If you have any other questions, call Janis Long at (724)-349-9474

**Release to access USDA NRCS prepared conservation plans**

I \_\_\_\_\_ hereby give authorization to representatives of the Indiana  
County Farmland Easements program the permission to access and copy any portions of  
my conservation plans necessary for completing my enrollment application for the  
Farmland Preservation Program. The farm I wish to enroll in the program is located at

\_\_\_\_\_  
Address

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**