



**COMMISSIONERS OF
CARROLL COUNTY, MARYLAND**

**APPLICATION TO SELL AN
AGRICULTURAL LAND PRESERVATION EASEMENT
FY 2025 APPLICATION CYCLE**

Property owner name(s): _____

Address of Property: _____

I/We, landowner(s) of the above property, located in Carroll County, Maryland, apply to sell an agricultural land preservation easement in the form of a deed restriction in perpetuity. I/We understand that the county will use a scoring system based on land resource and land use attributes to rank easement purchase offers in priority order and will make offers based on a formula or points-based appraisal system.

Our application to sell an easement and any offer by the County to buy an easement, including any Deed of Easement to be recorded on this property, will cover the entire acreage referenced in the application. Acreage is not permitted to be withheld or excluded, unless such exclusion is specifically approved by the Carroll County Agricultural Land Preservation Advisory Board.

The total acreage of the property is: _____ acres (properties of fewer than 30 acres are not eligible). If acreage reflected in the deed is different from the acreage of the proposed easement, please explain:

PAYMENT OPTION: CHOOSE ONE *

- Installment Purchase Agreement (IPA).** Tax-free interest paid annually for 20 years at a rate determined each application cycle with a targeted rate of 5% of the offer/principal amount. A balloon payment (*taxable*) of principal occurs at the end of the period. I/We understand that the easement offers, if made, will be based on 40% of the appraised fair market value of the property as determined by a formula based on recent fair market value appraisals in the area. One acre for primary dwelling will be excluded from valuation. If funding is insufficient for the applicant pool, ranking will occur, and IPA applicants may receive priority. Under the IPA option, applicants may elect to receive up to 10% of offer at settlement.
- Lump-sum payment at settlement.** *Taxable* - full purchase price to be received at settlement not to exceed 70% of fair market value as determined by a points-based/formula appraisal based on recent fair market value appraisals in the area. One acre for primary dwelling will be excluded from valuation. If funding is insufficient for the applicant pool, ranking will occur, and IPA applicants may receive priority.

* Payment option cannot be changed once selected. If unsure which is best for you, speak with Program Manager.

SUBDIVISION / LOT RIGHTS HISTORY

Please state whether this property has been subdivided in the past and the number of homes built. Your property must have greater than 50% of its lot rights intact to be eligible for the program. _____

While applicants may request it, the program is under no obligation to allow any lot right to be retained. Any retained lot will affect the offer price. Requesting to keep a lot right must be discussed with the Program Manager.

We understand that if a lot right is allowed to be retained, it will affect the amount of any offer made. I/we hereby (check one):

- request an unrestricted lot subject to density restrictions (a reduction in offer will apply)
- relinquish all further lots available on the property

CONSERVATION REQUIREMENTS

Easements require a *Total Resource Management Plan* that consists of a Soil Conservation Plan written by Carroll County Soil Conservation District, as well as a Nutrient Management Plan, written by Maryland Department of Agriculture (see below for contact information). Streams must be protected with permanent buffer strips at a minimum of 50 feet with some flexibility for unique conditions in negotiation with the program manager. In addition, Forest Stewardship Plans at the owners' expense are required if one or more acres are wooded. A list of consulting foresters will be provided.

- I/We have contacted the Carroll Soil Conservation District (Matt McMahon 410-848-8200) and have requested a *Soil Conservation Plan* to be written as well as contacted Maryland Department of Agriculture (Moana Himes 301-401-1123) for a Nutrient Management Plan that is required for easement sale.

OWNER & CONTACT INFORMATION

All owners of record must be listed. Attach a separate sheet if needed. Also enter primary contact information. The primary contact person will receive all correspondence from the county and is the individual to be contacted regarding the easement application.

Mailing Address of Owner/Trust/Business Entity:

Primary Contact Person:

Name

Name

Address

Address

City, State, Zip Code

City, State, Zip Code

Phone# Email address

Phone # E-mail address

EXISTING PROPERTY RESTRICTION(S)

Please state whether there are any existing restrictive easements or covenants (such as Forest Conservation Easements, Open Space Easements, etc.) on your property and, if so, please describe:

MORTGAGES OR LIENS

Is there a mortgage or other lien on this property, including equity line of credit? Yes No
If yes, signatures and addresses of such holders will be required on the Option Contract and Deed of Easement.

Liens must be subordinated to the terms of the Deed of Easement. For this application, *you must contact your lender to obtain the name and address of the department or division responsible for lien subordination.*

Name of Lien Holder

Name of Lien Holder

Address of Lien Holder Subordination Division

Address of Lien Holder Subordination Division

City, State, Zip Code

City, State, Zip Code

Phone #

Phone #

OTHER THIRD PARTY INTERESTS:

Signatures may be required for certain third-party interests. Other documents may be requested to determine title.

SURVEY

If a survey plat is available, you may provide a copy. Applicants may be required to provide a survey if acreage as stated by the Dept. of Assessments and by the deed differ or if other irregularities seem to be present.

LAND USE AND STRUCTURES

A. Please *estimate* number of acres for each use below:

Tillable or in Cropland: _____ acres
Pasture: _____ acres
Woodland: _____ acres
Wetland(s): _____ acres
Orchard; Nursery: _____ acres
Other: _____ acres

B. Is there a stream on this property? ___ yes ___ no. If yes, is it flowing year-round? _____ yes ___ no

C. Please name each non-dwelling structure on the property; for example, "Equipment Shed #1; springhouse; Loafing barn; Hay barn"

DWELLINGS

Number of dwellings on this property: _____. If more than one, describe the location of the one that is the primary, original, or main dwelling of the owner, for example, "nearest to road": _____

FARM OPERATION

If leased, name of operator: _____
Describe the farming operation: _____

Owner operated This property is part of larger operation: Yes No

SIGNATURES TO APPLICATION

I/We confirm that the county legal department will be reviewing title to the property and may require certain actions by the landowner(s) to clear title to the property or may require the landowners to provide a modern boundary survey of the property at the landowner’s expense.

I am/We are aware that any approval to obtain an Option Contract for the purchase of an agricultural land preservation easement made by the county is subject to final approval by the County Commissioners after advertisement.

I/We understand that there is no guarantee that an offer will be made for the purchase of an agricultural land preservation easement on this property, and that *completing this application does not mean our property qualifies for the program.*

I/We acknowledge that the land on which I am/we are applying to sell an easement shall not be subdivided (including lot releases), altered in its configuration, or encumbered by a restriction during the application process without prior written approval of the county. Failure to comply with this restriction may result in withdrawal of the application. All landowners of record must sign this application. Attach a separate sheet if necessary.

Landowner Signature Date

Landowner Signature Date

Print Full Name

Print Full Name

Landowner Signature Date

Landowner Signature Date

Print Full Name

Print Full Name

Please mail the completed application to:
Carroll County Office of Agriculture Land Preservation
225 N. Center St., Rm 214
Westminster, MD 21157
Questions, call: 410 386-2214

Note:

- You may be required to have a current Forest Stewardship Plan through an accredited Forester
 - A list of foresters can be provided by the Ag Preservation office
- You are required to have a current Soil Conservation Plan through Carroll County Soil Conservation District
 - Contact Matt McMahon at Carroll County Soil Conservation District at 410-848-8200
- You are required to have a Nutrient Management Plan through the Maryland Department of Agriculture
 - Contact Moana Himes at 301-401-1123
- A portion of IPA (Installment Purchase Agreement) payments are taxable and non-taxable (See page 1 “payments” above, staff can explain details)
- Lump Sum purchase monies are *taxable*, and you will receive a 1099 for tax purposes. We strongly suggest for you to consult a tax preparer ahead of time.