



**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

