

Berkeley County Farmland Protection Board

P. O. Box 1243
Martinsburg, WV 25402
(304) 260-9250
berkeley@wvfp.org

**Offer to Convey
Conservation Easement**

General Information

Name(s) of Owner(s): _____
(As recorded on Deed)

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone Number(s): Home: () _____ Work: () _____

Cell: () _____

E-Mail: _____

Property Information

Property Address: _____

City: _____ State: _____ Zip: _____

Deed Reference: Book _____ Page _____
(attach copy of deed)

Tax Map Numbers _____

Is the property:

- Subject to a sales contract? (attach contract)
- Currently listed for sale? (attach details)
- Listed for sale within the last two years?
- In the estate process or inherited within the last two years? (attach details)

Check the applicable development surrounding the property:

- 10 or more lots adjacent to the property
- 20 or more lots within 2,500 feet
- 20 or more lots within 5,000 feet
- Not applicable (none of the above)

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Check the applicable water/sewer characteristics:

- Public water and/or sewer available at the property
- Public water and/or sewer within 2,500 feet of the property
- Public water and/or sewer within 5,000 feet of the property
- No public sewer available, severe septic constraints
- No public sewer available, moderate septic constraints

Check the applicable road or rail frontage:

- 1,300 feet or more of road frontage
- Less than 1,300 feet of road frontage
- Rail frontage
- Not applicable

Fronts on the following type road:

- Federal or State County primary County secondary

Farm Use and Acreage:

- Property is adjacent to property(s) under easement to Berkeley County Farmland Protection Board (BCFPB)
- Property is within 2500 feet of property(s) under easement to BCFPB
- Property has a current farm-use valuation for property tax purposes
- Property is adjacent to property(s) that have farm-use valuation
- Property is within 2500 feet of property(s) that have farm-use valuation
- Property has a conservation plan

Total Acres: _____ Acres Offered for Easement: _____

Crops: _____ Acres
Orchard: _____ Acres
Pasture: _____ Acres
Hay: _____ Acres
Forest – wetland: _____ Acres
Forest – non-wetland: _____ Acres
Incidental: _____ Acres

Farm Income: (attach Schedule F, Partnership or Corporate Return)

- \$ 5,000 - 10,000 gross revenue
- \$10,001 - 20,000 gross revenue
- more than \$20,000 gross revenue

Soils (attach map)

- Prime: _____ Acres
- Unique: _____ Acres
- State-wide importance: _____ Acres
- Locally significant: _____ Acres

(Soil types defined in Farmland Protection Program Glossary of Terms)

Existing impervious surface area: _____ Square feet

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(any material which covers land and inhibits the percolation of storm water directly into the soil, including, but not limited to, buildings, roofs, the area covered by permanent or nonpermanent structures, macadam and pavement, gravel and stone driveways and parking areas)

Site Evaluation (check all that apply – see definitions in Farmland Protection Program Glossary)

- Property is on the National Register of Historic Places
- Property is of national, state or local significance
- Property is adjacent to an historic property
- Property is a symbol of West Virginia’s identity or development patterns
- Property is a symbol of the Eastern Panhandle
- Property contains an historic structure
- Property contains an archeological site
- Property fronts on a major stream, creek or river
- Property fronts on a minor stream, creek or river
- Property contains mountainous terrain or scenic ridgelines
- Property contains mature forests
- Property contains a cave
- Property contains limestone cliffs
- Property contains a shale barren
- Property is in an area of biological significance
- Property contains endangered or threatened species habitat
- Property contains a year-round spring
- Property contains a seasonal or wet-weather spring
- Property contains wetlands
- Property contains a sink or sink hole
- Property has significant ground water recharge potential

Valuation

Fair market value: \$ _____

Agricultural value: \$ _____

- An appraisal has been done (Date: _____)

Owner(s) offer to:

- Donate the easement
- Sell the easement - Offering Price: \$ _____

(Must not exceed \$6,500 per acre)

Mortgages

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The information concerning any and all debt which may affect this property needs to be true and accurate. In the event of any withheld or falsely reported information any cost incurred by the Berkeley County Farmland Protection Board for appraisals, baseline documentation, surveys, and legal processing will be the responsibility of the applicant.

Secured debt and/or liens:

Holder: _____ Amount: \$ _____

Holder: _____ Amount: \$ _____

Will the lender agree to subordinate the loan? Yes No

Owner(s) intent for the property:

- Owner(s) will farm the property
- Owner(s) will lease the property to another farmer
- Owner(s) will reside on the property
- Owner(s) will place existing residence(s) under easement
- Owner(s) wish to retain development rights for additional residence(s)

Other: _____

Official Contact

Person authorized by property owner(s) to receive correspondence from the BCFPB and negotiate the terms of the easement

Name: _____ Phone: _____

Address: _____

City: _____ State: _____ Zip: _____

E-Mail: _____

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Signatures

All owners of record on the current deed must sign, giving consent to make application to convey a conservation easement to the Berkeley County Farmland Protection Board. If there are more than four owners, continue name, signature, and signature date at the bottom of this sheet.

Name: _____ Signature: _____ Date: _____

Name: _____ Signature: _____ Date: _____

Name: _____ Signature: _____ Date: _____

Name: _____ Signature: _____ Date: _____

The following documents must be attached:

- Copy of Deed including legal description and property plat
- Tax map (available from Berkeley County Clerk's Office)
- Aerial photograph showing the entire property, the proposed easement area and a legend of land use, i.e., crops, orchard, pasture, hay, forest, etc. (available from the USDA Farm Service Agency)
- Soil map with legend identifying acres of prime, unique, state-wide and locally significant soils (available from the USDA Natural Resources Conservation Service)

NOTES:

- (1) Applications must be complete and signed to be considered. Additional information may be required.
- (2) For applications requesting matching USDA funds, all individuals with real interest in the applicant property agree to establish or maintain the appropriate records with the USDA Farm Service Agency (FSA). Applicant(s) agree to update these records annually as required by the FSA. Applicant(s) understand that failure to maintain updated FSA records will result in the disqualification of the application for consideration of matching funds by the USDA.