



**Cecil County, Maryland  
Purchase of Development Rights Program**

**APPLICATION TO SELL AN EASEMENT**

**PART A**

I/We \_\_\_\_\_, landowner(s) of agricultural land in Cecil County, Maryland, apply to the Board of County Commissioners of Cecil County to sell a development rights easement, pursuant to Chapter A281 of the Code of Cecil County, Maryland.

If a purchase of development rights offer is extended, accepted and approved by the Board of County Commissioners of Cecil County, payment will be based on the entire acreage referenced within this application (as verified by the boundary survey) **LESS** one acre for each pre-existing dwelling located on the property and withheld acreage, if any. For purposes of valuation, I/we affirm the parcel(s) acreage less pre-existing dwellings and withheld acreage equal \_\_\_\_\_ easement acres. (See Calculation of Easement Acreage in Part B, #5, of this Application.)

**Elections:**

**1. In the Deed of Easement, I hereby elect to (check one):**

- withhold parcel acreage, or
- waive all rights to withhold acreage.

If, in Election 1, you have elected to withhold acreage from easement; the lands withheld must be shown on a plat prepared by a surveyor licensed in the State of Maryland.

**2. I am/We are willing to sell an easement on my/our land to the Board of County Commissioners of Cecil County for \$ \_\_\_\_\_ per acre.**

**3. I am/We are willing to accept payment for the easement in the following terms:**

- easement offer paid in one time, lump sum payment, or
- easement offer paid in annual installments, up to a twenty-five (25) year period.

If, in Election 3, you have elected to receive installment payments, the period of time will be determined by the Board of County Commissioners of Cecil County prior to settlement.

I/We confirm my/our understanding that I/we may not change Elections 1, 2 or 3 unless I/we withdraw my/our application and apply in a subsequent cycle, or unless the County agrees to such change.

If my/our property contains at least 25 acres of contiguous woodland, I/we understand that I/we must submit a complete Forest Stewardship Plan performed by a forester certified in the State of Maryland prior to settlement.

I/We give the Board of County Commissioners of Cecil County permission to conduct appraisals on my/our property upon reasonable notification. I am/We are aware that any approval to obtain an option contract for the purchase of development rights made by the Board of County Commissioners of Cecil County is subject to approval and available funds.

I/We understand that there is no guarantee that an offer will be made or accepted for the purchase of a development rights easement on this property.

In addition, I/we are aware that both Parts A and B of this Application to Sell an Easement must be completed and submitted to the County's Program Administrator, along with all necessary documentation. I/We understand that an incomplete application will be returned.

**Applicants are strongly advised to seek council with an Attorney and/or tax professional regarding the financial and/or taxation implications of selling an easement to the Board of County Commissioners of Cecil County.**

\_\_\_\_\_  
Landowner Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Landowner Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Landowner Signature

\_\_\_\_\_  
Date

**Note: All landowners of record must sign this application.**

**PART B**

- 1. **LANDOWNER INFORMATION** – necessary for all landowners of record. Attach a separate sheet, if needed. (See Instructions.)

**MAILING ADDRESS of Owner/Trust/Business Entity:**

**CONTACT PERSON (if applicable):**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
Phone # (H) (W)

\_\_\_\_\_  
Phone # (H) (W)

Federal I.D. Number (if applicant is a Trust or business entity): \_\_\_\_\_

- 2. **LOCATION OF PROPERTY** (see Instructions):

Tax Map \_\_\_\_\_ Grid \_\_\_\_\_ Parcel # \_\_\_\_\_

Tax ID# \_\_\_\_\_ (List all if more than one)

Tax Map \_\_\_\_\_ Grid \_\_\_\_\_ Parcel # \_\_\_\_\_

Tax ID# \_\_\_\_\_ (List all if more than one)

Tax Map \_\_\_\_\_ Grid \_\_\_\_\_ Parcel # \_\_\_\_\_

Tax ID# \_\_\_\_\_ (List all if more than one)

Property Address: (if different from mailing address)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- 3. **DEED REFERENCE(S)** (see Instructions):

\_\_\_\_\_/\_\_\_\_\_, \_\_\_\_\_/\_\_\_\_\_, \_\_\_\_\_/\_\_\_\_\_  
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- 4. **EXISTING PROPERTY RESTRICTION(S):**

Please state whether there are any existing restrictive easements or covenants on your property and, if so, please explain:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. **CALCULATION OF EASEMENT ACREAGE:**

- a. Total parcel(s) acreage: \_\_\_\_\_
- b. Pre-existing dwelling(s): \_\_\_\_\_
- c. Withheld acreage: \_\_\_\_\_
- d. Easement Acreage (a. minus b. and c.): \_\_\_\_\_  
(These numbers should also be entered on Part A, Paragraph #2.)

6. **MORTGAGES OR LIENS** (see Instructions):

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, if the Board of County Commissioners of Cecil County extends an easement offer to you.

\_\_\_\_\_  
Name of Mortgage or Lien Holder

\_\_\_\_\_  
Name of Mortgage or Lien Holder

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
Phone #

\_\_\_\_\_  
Phone #

7. **OTHER THIRD PARTY INTERESTS** (see Instructions):

- a. Does anyone own or lease surface or subsurface rights on this property?  
 YES       NO      If yes, please explain: \_\_\_\_\_
- b. Does anyone hold a lease, right of first refusal, or option to purchase for this property?  
 YES       NO      If yes, please explain: \_\_\_\_\_
- c. Has any mining been done on the property?  
 YES       NO      If yes, please explain: \_\_\_\_\_
- d. Are there any other third party interests in this property?  
 YES       NO      If yes, please explain: \_\_\_\_\_

If you answered yes to any of the questions a. through d., please provide name and contact information for the third party interest; signatures of such parties will be required on the Option Contract and Deed of Easement if the Board of County Commissioners of Cecil County extends you an easement offer.

\_\_\_\_\_  
Name of Other Third Party Interest

\_\_\_\_\_  
Name of Other Third Party Interest

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
Phone #

\_\_\_\_\_  
Phone #

\_\_\_\_\_  
Nature of Third Party Interest

\_\_\_\_\_  
Nature of Third Party Interest

8. **LAND USE** (see Instructions):

LAND USE	ACRES	SOILS PRODUCTIVE CAPABILITY CRITERIA (%)				
		U.S.D.A CAPABILITY CLASS			WOODLAND GROUP	
		I	II	III	1	2
Crop Land						
Pasture						
Woodland						
Floodplain/Wetlands						
Other (Specify): _____						
TOTAL						

9. **STRUCTURES** List and briefly describe all buildings and structures, including residential and farm structures. On a current aerial map, locate and label by corresponding letter (a, b, c, d, etc.) all structures listed here. A current aerial map may be obtained through the county program administrator. Use separate page if necessary. (See Instructions.)

<u>Structure</u>	<u>Approximate Dimensions or Capacity</u>
a. _____	_____
b. _____	_____
c. _____	_____
d. _____	_____
e. _____	_____
f. _____	_____
g. _____	_____
h. _____	_____
i. _____	_____
j. _____	_____

10. **CERTIFICATION OF SOIL CONSERVATION & WATER QUALITY PLAN** (see Instructions):

The Cecil County Soil Conservation District hereby certifies that the landowner(s) listed on the front of this Application to Sell an Easement has had a complete soil conservation and water quality plan prepared for the subject property.

\_\_\_\_\_  
Signature and Title of Soil Conservation District Official

\_\_\_\_\_  
Date

11. **REQUIRED DOCUMENTATION** to be included with this Application to Sell an Easement (see Instructions):
- a. **All deeds, surveys, and/or plats that describe the property.**
  - b. **The most recent property tax assessment notice** (not tax bill) dated within the last three years.
  - c. **Aerial map with all structures on the property located**, as instructed in Part B #9.
  - d. **A recent appraisal** (optional, not required).
  - e. **Signed copy of Instructions for Completing the Application to Sell an Easement.**