

# **APPLICATION PROCESS**

## **For the Sale of Development Easements**

**Duration** - approximately 12 to 24 months

1. Landowner files an application with the Morris County Agriculture Development Board (CADB).
2. CADB reviews application, conducts a site visit and decides whether to give the project Preliminary Approval.
3. Landowner is notified of approval and is given 3-4 weeks to accept or reject the CADB's proposed preservation structure.
4. If proceeding, landowner will notify the CADB in writing and provide \$1,000 application fee. *This is the point of commitment.*
5. CADB applies for funding from the State Agriculture Development Committee (SADC) to augment County farmland preservation dollars.
6. Once state approval is obtained, CADB has two appraisals done and property values are certified by the SADC.
7. CADB makes an offer to the landowner based on the two appraised values and the SADC's certified value.
8. Landowner accepts offer and signs an "Agreement of Sale". If offer is rejected, application fee is forfeited.
9. CADB obtains Final Approval from the SADC; funds for preservation are set aside for this project.
10. CADB conducts title work and property survey and draws up a formal "Deed of Easement".
11. Property "closing". Landowner receives cash for development rights sold. Application fee is refunded.