



The forms in this Appendix are samples only, and should not be used for application purposes. Forms are subject to revision by the Jefferson County Farmland Protection Board without prior notice.

2. BASELINE DOCUMENTATION FORM AND CHECKLIST

To be completed by the Jefferson County Farmland Protection Board

Background Information

Property owner(s) _____

Telephone () _____

Address _____

City _____

State _____ Zip _____

Property name (if any) _____

Location _____

Deed Reference Book _____ Parcel _____

Tax Map Numbers _____

County Title search _____

Total acreage _____ Acreage offered for easement _____

Other notes _____

PART ONE: ACQUISITION DATA

Parcel Identification

Property Size _____ acres

Determined by:

Survey

Deed

Tax Map

Estimate

Parcel A Easement _____ acres

Determined by:

Survey Natural Boundaries

Describe _____

Parcel B Easement _____ acres

Determined by:

Survey Natural Boundaries

Describe _____



FARMLAND PROTECTION — APPENDIX

Jefferson County, WV

Parcel C Easement _____ acres

Determined by:

- Survey Natural Boundaries

Describe _____

Other notes _____

PART TWO: RESOURCE EVALUATION

Property Specifics

Survey information:

- Recent boundary survey available
 Property corners marked

Boundaries marked?

- Yes No

Frontage on a public road?

- Yes No

Extent of frontage _____

Describe road _____

Right(s) of way:

- Roadway for vehicles
 Pathway for pedestrians
 Utilities

Other _____

Comprehensive Plan information _____

Development information:

Property subdivided:

- Yes No

Surrounding properties developed

- 10 lots adjacent
 20 lots within 2,500 feet
 20 lots within 5,000 feet
 Property in natural state

Current annual tax assessment _____

Land _____

Residences _____

Public water available Yes No Distance _____

Public sewer available Yes No Distance _____



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Septic constraints: Severe Moderate

Soil types on property: _____

Describe surrounding land uses: (residential development; commercial development; industrial development; highways; farming; logging; water control; drainage; etc.)

History of property's uses: (see building department; local government real estate office; neighbors)

List improvements on property: (buildings; stone walls; barns; shelters; gates; dams bridges; fences; trails; roads; etc.)

Natural Resource Inventory

Natural Features

Scenic quality _____

Vegetation or flora _____

Forested land _____

Mountainous land _____

Caves _____

Sink holes _____

Shale barrens, limestone cliffs _____

Other natural features _____

Agricultural

Farmland _____

Orchards _____

Water Resources

Streams, creeks or rivers _____

Springs _____

Wetlands _____

Ground water recharge potential _____

Other

Size adequate to support wildlife _____

Local wildlife _____

Endangered species _____

Archeological site _____

Historical significance _____



PART THREE: DOCUMENTATION REVIEW

Conservation Easement - Attachments

- Deed
- Title search
- Assessors map
- Property survey
- Easement location survey
- Highway map
- USGS map
- Photographs
- Professional natural resource evaluation
- Conservation district evaluation

[End of Form 2]