



# Designated Open Space Easement Application Form

## Farmland and Open Space Preservation Program

Contact and Legal Information

### INTRODUCTION

The Farmland and Open Space Preservation Program, or P.A. 116, is designed to protect farmland and open space through agreements that restrict development and provide tax incentives for program participation (see Part 361 of the Natural Resources and Environmental Protection Act, Act 451 of 1994, as amended). Please read the requirements and instructions before filling out this form. Please print or type. Attach additional sheets as needed. Please clearly label attached documents with your full name(s).

#### I. Personal Information

1. Name of applicant:

\_\_\_\_\_  
Last First Initial

2. Mailing address:

\_\_\_\_\_  
Street City State Zip Code

3. Phone number: (\_\_\_\_) \_\_\_\_-\_\_\_\_

4. Email address: \_\_\_\_\_

#### II. Property Location

5. County: \_\_\_\_\_

6. Township, city, or village: \_\_\_\_\_

7. Section #: \_\_\_\_\_ Town #: \_\_\_\_\_

Range #: \_\_\_\_\_ Parcel # (Tax ID): \_\_\_\_\_

\_\_\_\_\_  
(Attach additional sheets if necessary.)

CONTACT AND LEGAL INFORMATION CONTINUES ON PAGE 2

### III. Legal Information

8. Attach a clear copy of the deed, land contract, or memorandum of land contract.
9. Attach a clear copy of the most recent property tax assessment notice or tax bill.
10. Attach a map of the farm with structures and natural features. A property survey or GIS image showing the property boundaries is sufficient.

The map must include:

- The boundary of land cited in the application.
  - A survey or accurate legal description for the property to be enrolled if less than property described in recorded deed.
  - All buildings (house, barn(s), etc.); label roads and other encumbrances (such as utilities and other non-agricultural uses); label all buildings and indicate current use and who resides in residences.
  - Current uses of the property (crops, pasture, forest, swamp, etc.).
11. Is there a tax lien against the land described above?  Yes  No

If "Yes," please explain circumstances:

---

---

12. Does the applicant own the mineral rights?  Yes  No
- If owned by the applicant, are the mineral rights leased?  Yes  No

Indicate who owns or is leasing rights if other than the applicant:

---

Name the type(s) of mineral(s) involved: \_\_\_\_\_

13. Is land cited in the application subject to a lease agreement (other than for mineral rights) permitting a use for something other than agricultural purposes?  Yes  No

If "Yes," indicate to whom, for what purposes, and the number of acres involved:

---

14. Is land being purchased under land contract?  Yes  No

If “Yes,” a complete copy of the recorded land contract is required and must include the name and address of both the vendor (seller) and vendee (buyer).

Land Contract Vendee(s): I, the undersigned, understand and agree to permit the land cited in this application to be enrolled in the Farmland and Open Space Preservation Program.

\_\_\_\_\_  
Printed Name of Land Contract Vendee

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature of Land Contract Vendee

\_\_\_\_\_  
Date

15. Please check the appropriate category and complete the following information (please leave blank if the individual does not meet one of the categories).

- 2 or more persons have a joint or common interest in the land
- Corporation                     
  Limited Liability Company                     
  Partnership
- Estate                                     
  Trust   
  Association

If applicable, list the following: President, Vice President, Secretary, Treasurer, Trustee(s), Member(s), or Partner(s):

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Mailing address: \_\_\_\_\_  
Street City State Zip Code

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Mailing address: \_\_\_\_\_  
Street City State Zip Code

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Mailing address: \_\_\_\_\_  
Street City State Zip Code

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Mailing address: \_\_\_\_\_  
Street City State Zip Code

(Additional names may be attached on a separate sheet).

**LAND ELIGIBILITY**

**IV. Land Eligibility Qualifications: Check one and fill out the correct section(s).**

This application is for:

- Historic open space land → Complete only section 16.
- Land situated on a natural river → Complete only section 17.
- Land designated under the Shoreland Management and Protection Act → Complete only section 18.

16. Complete the following for historic sites:

- a. Indicate governmental authority which designated land as historic: \_\_\_\_\_
- b. Indicate date of approval: \_\_\_\_\_
- c. Indicate registry #: \_\_\_\_\_
- d. Number of acres or lot size: \_\_\_\_\_
- e. Indicate any structures or improvements made to the land cited in the application:  
\_\_\_\_\_  
\_\_\_\_\_

17. Complete the following for natural river land:

- a. Name of the natural river: \_\_\_\_\_
- b. Distance from the river: \_\_\_\_\_
- c. Number of acres or lot size: \_\_\_\_\_
- d. Has the area been zoned by the local governing body:  Yes  No
- e. Date of adopted zoning ordinance: \_\_\_\_\_
- f. Indicate any structures or improvements made to the land cited in the application:  
\_\_\_\_\_  
\_\_\_\_\_

18. Complete the following for shoreland open space:

a. Date of designation by the state: \_\_\_\_\_

b. Number of acres or lot size: \_\_\_\_\_

c. Indicate any structures or improvements made to the land in the application:

---

---

19. Please provide a map (sketch) of the property, showing boundaries, structures, and natural or man-made features including but not limited to swamps, bogs, marshes, lakes, ponds, rivers, streams, woodlots, known mineral deposits and formations and sand dunes. Please also include all physical improvements including but not limited to buildings, roads, feedlots, or any improvements under construction at the time of application. Include all acreage under active agricultural use by type of use.

Attach separate sheets as needed. A GIS map outlining the property boundaries is acceptable.

20. Number of years requested for the easement to run (minimum 10 years, maximum 90 years):

---

## V. Signatures

The undersigned declare that this application, including any accompanying informational material, has been examined by them and, to the best of their knowledge and belief, is true and correct.

\_\_\_\_\_  
Printed Name of Applicant

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name of Co-owner, If Applicable

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature of Co-owner, If Applicable

\_\_\_\_\_  
Date

**RESERVED FOR OFFICIAL USE: COMPLETED BY CLERK**

**VI. Local Governing Body Application Processing**

Date request received: \_\_\_\_\_

Date action taken by local governing body jurisdiction: \_\_\_\_\_

County  Township  City  Village

This request is  Approved  Rejected

(If rejected, please attach statement from local governing body indicating reason(s) for rejection)

Please attach a list of all reviewing agencies with their mailing address and the name of the local assessor and the assessor's mailing addresses.

Clerk's name: \_\_\_\_\_

Clerk's phone: (\_\_\_\_) \_\_\_\_-\_\_\_\_ Clerk's email: \_\_\_\_\_

\_\_\_\_\_  
Printed Name of Clerk                      Signature of Clerk                      Date

**RESERVED FOR OFFICIAL USE: COMPLETED BY STATE**

**VII. State Application Processing**

Date application received: \_\_\_\_\_

Date action taken by the state: \_\_\_\_\_

Extension of time with applicant's consent: \_\_\_\_\_

This application is:  Approved  Rejected

**State Tax Commission Appraisal**

The current market value of the real property included in this application has been determined to be \$\_\_\_\_\_.

The current fair market value of the real property exclusive of the open space development rights has been determined to be \$\_\_\_\_\_.

The value of the open space development rights has been determined to be \$\_\_\_\_\_.

Date forwarded to the Michigan legislature: \_\_\_\_\_

Date action taken by the Michigan legislature: \_\_\_\_\_

Legislature resolution number: \_\_\_\_\_

This application is:  Approved  Rejected