



BERKS COUNTY *agricultural land* PRESERVATION BOARD

Berks County Agricultural Center
1238 County Welfare Road, Suite #260
Leesport, PA 19533 - 9199
(610) 378-1844 Fax (610) 378-7983
www.countyofberks.com/departments/
agriculture

EASEMENT MODIFICATION REQUEST

AGRICULTURAL STRUCTURES

NEW CONSTRUCTION, REPLACEMENT OR MODIFICATION OF EXISTING

GENERAL INFORMATION:

ACE Farm Owner(s): _____

Easement Address: _____

Mailing Address : _____ (same)

Phone : _____ Email: _____

MUNICIPAL APPROVAL INFORMATION

Municipality : _____

Municipal Approval :

Zoning Permit Required YES NO Date Issued : _____

Building Permit Required YES NO Date Issued: _____

Land Development Plan Required YES NO Date Issued: _____

Municipal Engineer/Zoning Officer: _____

Contact Information: _____

Was the Municipality informed that this activity is planned on an BCALP ACE Farm? YES NO

Projected Start Date: _____ Completion Date: _____

Proof of municipal approval/acknowledgement for project is required for BCALP Board action. (Letter, Meeting Minutes or Signature)

Signature: _____

Title: _____

PROJECT SPECIFICS INFORMATION

Submit all documents, plans and drawings provided to the municipality or fill out the following:

Location of structure noted on Aerial: YES NO

Setbacks from Property Boundaries on Aerial: YES NO

Dimensions of Structure: _____

Total square feet/acreage to be impacted by project: _____

For Large Animal Housing Structures:

Engineer : _____ Nutrient Planner: _____

Manure Management Level: MMM CAO CAFO (circle)

For structures provide details of what the use of structure and what is being stored.

SIGNATURES—(All owners of the parcel must sign the request)

Landowner Signature

Landowner Signature

Date

Date

Easement Modification Requests to be brought before the BCALP Board shall be received by 12:00 noon two (2) weeks prior to the regular board meeting unless an exception is approved by the Executive Director or Board Officer.

BCALPB meetings are the last Wednesday of every month, except July, November & December.

To prevent delays, please make sure that all requested information is provided. Contact the office with any questions. Sketches, designs, maps and other supportive documentation need to accompany ALL requests.

**FOR ADDITIONAL INFORMATION REFER TO ATTACHED
“New Construction, Replacement or Modification of Existing Ag Structure “
STEPS and DETAILS**

New Construction, Replacement or Modification of Existing Ag Structure

BCALP Guidelines state:

Construction or modification of an agricultural building can occur anywhere on the farm after BCALP Board acknowledgement.

- ◆ The construction or use of any building or other structure for agricultural production or a commercial equine activity is permitted.
- ◆ The erection of fences for agricultural production or a commercial equine activity and protection of watercourses such as lakes, streams, springs, and reservoirs is permitted.
- ◆ Agriculture structures should be located in areas that remove the least productive and the least amount of agriculture land.

Required Steps

- ⇒ Request Easement Modification Form be mailed or emailed.
- ⇒ Use the enclosed aerial photo to identify the location of the proposed structure.
- ⇒ Provide Municipal acknowledgement and/or approval or explanation of status.
- ⇒ Complete the Easement Modification Form in detail
- ⇒ Confirm all ACE Farm Owners sign and date the Easement Modification Form
- ⇒ Submit the Easement Modification Form with drawings and supporting documents to the Berks County Department of Agriculture office for review and BCALP Board acknowledgement.
- ⇒ If building for animal housing also provide: *(check when included)*
 - _____ A copy of Land Development Plan Drawings
 - _____ A copy of Manure or Nutrient Management Plans
 - _____ A copy of updated Conservation Plan if developed or required by Township.

Construction should not begin before a letter of approval is received from the BCALP Board.