



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

EXISTING RESIDENTIAL STRUCTURE

REPLACEMENT, ADDITION OR ASSOCIATED STRUCTURES

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 above)*

PROJECT SPECIFICS INFORMATION

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

Curtilage Agreement Reviewed	YES	NO
Location of structure noted on Curtilage Aerial:	YES	NO
Expansion of on-lot septic system required	YES	NO
Property setbacks noted on Aerial:	YES	NO
All activities occurring within Curtilage :	YES	NO
Dimensions of Structure: _____		
Total square feet/acreage to be impacted by project: _____		
For Larger Projects: Engineer : _____	Contact Info: _____	
SEO/Designer : _____	Contact Info: _____	

For associated structures provide details of what it will be used for and/or what it will be stored in it :

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.

FOR ADDITIONAL INFORMATION REFER TO ATTACHED

EXISTING RESIDENTIAL STRUCTURE

REPLACEMENT, ADDITION OR ASSOCIATED STRUCTURES

STEPS and DETAILS

EXISTING RESIDENTIAL STRUCTURE REPLACEMENT, ADDITION OR ASSOCIATED STRUCTURES

BCALP Guideline Language:

Replacement or modification of an existing residential structure can occur within the existing curtilage after BCALP Board acknowledgement.

Associated personal use structures may be constructed within the existing curtilage after BCALP Board Acknowledgement.

DETAILS

- ◆ Deed of Easement (DOE) defines curtilage as the area surrounding the residential structure used for a yard, driveway, on lot sewage system, or other nonagricultural purposes.
 - ◆ The replacement of a residential structure existing on the eased land on the date of the granting of the easement is permitted if the preexisting structure is razed or removed and the replacement residential structure is erected within the curtilage of the residential structure it replaces.
 - ◆ All associated structures must be constructed within the curtilage and include but not limited to the following: Garages, Swimming Pools, Garden sheds, Solar panels, Outdoor furnaces and Water gardens.
 - ◆ If the residential replacement structure requires a new septic system that must be located outside the curtilage into agriculture areas, a request for relief must be made to the BCLPB.
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STEPS

- ⇒ Request Easement Modification Form be mailed or emailed.
- ⇒ Review the Curtilage Agreement
- ⇒ Use the enclosed aerial photo to identify the location of the structure and include:
 - _____ On-lot septic system
 - _____ Access/driveway to structure
 - _____ Outline of planned yard area
- ⇒ Provide Municipal acknowledgement and/or approval or explanation of status.
- ⇒ Complete the Easement Modification Form in detail
- ⇒ Confirm all ACE Landowners 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 acknowledgment.

Construction should not begin before Approval letter received from BCALP Board.