



Appraisal Order Checklist



NEW JERSEY
State Agriculture Development Committee

An appraiser shall not bid on or accept any SADC funded appraisal assignment without this checklist filled out and signed.

Property Information

County		SADC ID#	
Municipality		Block and Lots	
Municipality		Block and Lots	
Municipality		Block and Lots	

Landowner Name(s)			
Contact for Farm Visits			
Email			
Phone		Alternate Phone	
Farm Address			
Landowner Address			
Cross Streets			

Project Area _____

Farmland Preservation Program

- County Planning Incentive Grant (PIG) Municipal Planning Incentive Grant (PIG)
 SADC Direct Easement Purchase SADC Resale Fee Simple
 Nonprofit Grant Program (Easement) Nonprofit Grant Program (Fee)

Acreage

Gross Acreage of Property <i>Please confirm the acreage matches the map parcel data or other best available information - do not round the acreage.</i>		Acres
Total Acreage attributed to Tidelands, Riparian, or Border Water Do not deduct freshwater, mod-ag wetlands, or interior water. Consult SADC for acreage.	(SUBTRACT)	Acres
Adjusted Gross Acreage Appraisers shall base their per acre analysis on the adjusted gross acreage of the subject tax lot(s) including all exception area acreage. Only riparian, tidelands and border water shall be excluded.		Acres
Total Acreage of Exceptions Do not deduct freshwater, mod-ag wetlands, or interior water. Consult SADC for acreage.	(SUBTRACT)	Acres
Acreage to be reported in Appraisers Certification Appropriate direction concerning significant tidal, riparian or boundary waters shall be provided to the appraiser. The landowner will only be paid on the net acreage. While the per acre value is based on the adjusted gross acreage, the certification should only apply that per acre figure to the net acreage preserved to give the client an accurate assessment of the total dollars that will be associated with the preservation project. The SADC certifies dollars per acre, not the total dollars, as all projects are subject to a final survey.		Net Acres

Date of Value

<p>If there is no need for a specific date, always check the date of inspection. All Planning Incentive Grant appraisals should have a similar date (within one month +/- of each other).</p>	
<input type="checkbox"/> Appraiser Date of Inspection	<input type="checkbox"/> Specific Date:

Summary of Dwelling Opportunities Once Preserved

- # ___ RDSO's
- # ___ Existing Single-Family Residential Units in Proposed Easement Area
- # ___ Existing and/or Future Single-Family Residential Units on Nonseverable Exception Areas
- # ___ Existing and/or Future Single-Family Residential Units on Severable Exception Areas
- # ___ Other (List any additional Dwelling Opportunities such as apartments, etc.)

___ Total Dwelling Opportunities Once Preserved

Housing Opportunities on Proposed Easement Area

Number of Existing Residences on Proposed Easement Area:	
Number of Requested RDSOs: <i>(Eligibility = one per 100 Net Easement Acres)</i>	
Describe any Agricultural Labor Housing:	
Please describe any house size limitations or restrictions in detail:	

Exception Areas

Please note the Exception Area shall not be subject to the development easement, and the Grantor shall retain all nonagricultural development rights and credits on the Exception Area, except as follows:

- i. the Exception Area shall not be moved to another portion of the Premises and shall not be swapped with other land.
- ii. the Exception Area shall not be severed or subdivided from the Premises.

OR the Exception Area may be severed or subdivided from the Premises.

Other than specific limitations on residential uses, the Exception Area is limited to any other residential units or non-residential purposes as may be permitted pursuant to applicable municipal, county, state, and federal laws and regulations, and subject to the conditions of Section 13(b) of the Deed of Easement.

Exception #1	acres
Is this Exception Area Severable or Non-Severable?	
<input type="checkbox"/> Nonseverable <input type="checkbox"/> Severable	
Purpose: <i>Check one or multiple. Indicate the number of residential units that exist or are being requested.</i>	<input type="checkbox"/> the exception contains #__ existing single-family residential unit(s) <input type="checkbox"/> note any additional residential units _____
	<input type="checkbox"/> the exception is for #__ future residential opportunities
	<input type="checkbox"/> the exception will be restricted to one or #__ single-family residential unit(s)
	<input type="checkbox"/> the exception will not restrict residential opportunities
	<input type="checkbox"/> Describe existing non-agricultural uses:
	<input type="checkbox"/> Future flexibility
	<input type="checkbox"/> Conservation Easement (please provide existing or proposed deed of easement)
	Other Conditions or Restrictions
Exception #2	acres
Is this Exception Area Severable or Non-Severable?	
<input type="checkbox"/> Nonseverable <input type="checkbox"/> Severable	
Purpose: <i>Check one or multiple. Indicate the number of residential units that exist or are being requested.</i>	<input type="checkbox"/> the exception contains #__ existing single-family residential unit(s) <input type="checkbox"/> note any additional residential units _____
	<input type="checkbox"/> the exception is for #__ future residential opportunities
	<input type="checkbox"/> the exception will be restricted to one or #__ single-family residential unit(s)
	<input type="checkbox"/> the exception will not restrict residential opportunities
	<input type="checkbox"/> Describe existing non-agricultural uses:
	<input type="checkbox"/> Future flexibility
	<input type="checkbox"/> Conservation Easement (please provide existing or proposed deed of easement)
	Other Conditions or Restrictions

Duplicate this page if there are additional exception areas.

Subdivision Approval

Does the subject property have subdivision approval? YES NO

If Yes, please describe.

Date of Preliminary Approval		Extensions (if applicable)	
Date of Final Approval		Extensions (if applicable)	
The subdivision approval may or may not be considered in the appraisals for this application. In either case, any engineering and studies may be shared with appraisers.		<input type="checkbox"/> May	
		<input type="checkbox"/> May not	
<p>If the property is the subject of final site plan approval, the appraisals must address the unique details of these approvals. At a minimum the following shall be specifically addressed:</p> <ol style="list-style-type: none"> 1) When comparing the subdivision with comparable properties, the appraisers should thoroughly consider and address any significant atypical outstanding contingencies or permits in the subdivision resolutions. 2) If available specific septic testing supporting building on any of the proposed lots should be submitted and results included in the analysis. 3) As per the SADC appraisal handbook the appraiser shall consider the impacts on value resulting from any conservation easements recorded on the property, or any other restrictions on development or use of the property. For example, "It appears a ____ acre parcel included in the subdivision was reserved for open space." The Township should provide the SADC and appraisers documentation regarding any recorded easements. 4) The appraisers must fully address if the approvals are still in effect and any possible impacts due to permit expiration of the New Jersey Permit Extension Act. Pursuant to N.J.A.C. 2:76-6.10 (b) and 2:76-6.11(c)1., the SADC may disapprove of an application if it determines that the applicant has initiated proceedings in anticipation of applying to sell a development easement or during the application process that have the effect of increasing the applicant's appraised development easement value. 			

Existing Easements

Are there any existing easements on the property? YES NO

If Yes, please describe.

Access/Driveway	
Conservation	
Utility	
Buffer/Ordinance Restrictions	
Slope/Drainage	
Other	
<p>Note: Appraisers may not assume that easements that specifically prohibit disturbance and development can be reversed or receive variances.</p>	

Pinelands

Is the subject property located within the Pinelands? YES NO

If Yes, please provide the below.

<p>LOI Required- All Pinelands appraisals should have an LOI from Pinelands Commission indicating the number of Pinelands Development Credits (PDCs) the property qualified for (outside of exception areas).</p>	
<p>All Pinelands Appraisals should include value of agricultural improvements as per the special memorandum and SADC Policy 42 issued in August 2002 to appraisers authorized to appraise Pinelands Properties.</p>	
Agricultural Improvement Value	

Transfer of Development Rights

Is the subject property eligible for a transfer development rights program? YES NO

If Yes, please describe.

Is the subject property in a sending zone or receiving zone?	<input type="checkbox"/> Sending Zone		
	<input type="checkbox"/> Receiving Zone		
Is the TDR program regional or local?	<input type="checkbox"/> Regional (Pinelands, Highlands, etc.)		
	<input type="checkbox"/> Local		
How many credits are allotted?		Verified Source	
How many credits are estimated?		Verified Source	
How many credits are retired by preservation?			
How many credits are retained by the landowners?			

Zoning

All Appraisals must be appraised under current zoning code(s): Appraiser should <u>always</u> confirm zoning and report any discrepancies to the client immediately.			
Dual Appraisal Eligible?	<input type="checkbox"/> YES <input type="checkbox"/> NO see SADC green light approval for clarification		
The dual appraisal provision of the Highlands Act has been extended by the Governor and NJ Legislature until June 30, 2019 only for properties located within the boundaries of the Highlands Preservation or Planning . Appraisal assignments should identify the 1/1/04 valuation as a Hypothetical condition.			
Property is in the Highlands: <i>Check one</i>	<input type="checkbox"/> Preservation Area		
	<input type="checkbox"/> Planning Area		
Zoning and environmental conditions in place as of 1/1/04 (Hypothetical) – code(s):			

Category I Stream

Is the subject property located within 300 feet of a Category I waterway? YES NO

If Yes, please describe.

Is the Category I waterway within the property boundary?	
How many feet is the subject property from the Category I waterway?	feet
If present, the C-I stream 300' buffer limitation must always be taken into consideration in any appraisal considering current environmental regulations. Only appraisals under the hypothetical condition that environmental and zoning regulations as of 1/1/04 are in place may ignore this fact.	

Federal Agricultural Land Easement (ALE)

Is this farm in application for or have an approved ALE cost share grant? YES NO

If Yes, please indicate in the appraisals what impact the ALE restrictions would have on your valuations.

An easement comparison chart is available on the appraisal section of our website.

<https://www.nj.gov/agriculture/sadc/farmpreserve/appraisals/appraisalresources.html>

Number of Permitted Subdivisions	
Impervious Cover Limitation %	
See attached Comparison Chart highlighting the differences in the deeds between an SADC easement and an ALE easement. Appraisal treatment of exception areas will be consistent with SADC regulations, but federal ALE deed restrictions must be considered for the premises to be preserved. Please provide appraisers with the specific ALE deed of easement that will be recorded upon closing.	

Conditions

Please provide any conditions that were listed in Green Light Approval or in the Option Agreement.

Special Instructions

Please provide any special instructions.

Signature

The appraiser shall consider the impact of all exceptions, non-agricultural uses, and impacts of improvements as listed in the attached subject application in conformance with the SADC Appraisal Handbook,

<http://www.nj.gov/agriculture/sadc/farmpreserve/appraisals/appraisalresources.html>.

Program Administrator/Project Manager	Date

* This form shall be completed by the contracting agency and shall be contained as an addendum, along with the application and Green Light Review Letter, in the appraisal report.