Soil Group Worksheet Request Form

FEE: $100 FOR ONE PARCEL AND $60 FOR EACH ADDITIONAL, CONTIGUOUS PARCEL UNDER THE SAME OWNERSHIP; NON-CONTIGUOUS PARCELS WILL EACH BE $100.
TOTAL FEE MUST BE PAID IN FULL AT TIME OF REQUEST.

Name (Please Print) _____________________________ Date ________________
Firm/Agency _________________________________________________
Mailing Address _______________________________________________
Phone (home)___________ (mobile)__________________________
(work)___________ (fax) ________________
Email _______________________________________________________

** ALL FIELDS MUST BE COMPLETED 
IF ANY ARE BLANK THE REQUEST CAN NOT BE PROCESSED **

Within Agricultural District?  ☐ Yes ☐ No

Worksheet  ☐ New  ☐ Revision of Existing Worksheet

OWNERS NAME: ________________________________________________
OWNERS ADDRESS: ____________________________________________
PROPERTY ADDRESS: ___________________________________________
TOWN OF: _________________________________________________
PARCEL #: _________________________________________________
TOTAL PROPERTY ACRES: ______________________________________

Property Description (Answer all questions; Do not leave blanks)

FARM TYPE (S):
Crops ___  Hay ___  Livestock ___  _____  Horse ___  Sheep ___  Other: ___
EXPLANATION OF “OTHER”: _______________________________________

Are there any non-agricultural residences on the parcel? _________
Are there any agricultural buildings on the parcel?  _________
INSTRUCTIONS

Notice: Please send check made payable to Westchester County Department of Planning to: Robert Doscher, Westchester County Department of Planning, 148 Martine Avenue, Room 432, White Plains, NY 10601. Please also include an aerial map of your property using the County website (see directions below). **Please allow a minimum of 10 business days to process your request.** You will be contacted when your worksheet is complete.

Directions for Preparing an Aerial of Your Property

2) Enter your property address on right hand side of screen
3) Under Search for Location, Select **Go**
4) Under the tools bar menu click on the **Add Map Service** icon
5) Select **Tax Parcel Boundaries**
6) On **Aerial Scale**, Select 2013
7) Once aerial map is displayed, print a copy
8) On the aerial map, clearly draw the boundaries of agricultural, farm woodland and nonagricultural areas

**Agricultural:** All land used in agricultural production as defined in §301.4 of Agricultural Districts Law ([http://www.agriculture.ny.gov/AP/agservices/25-AA.pdf](http://www.agriculture.ny.gov/AP/agservices/25-AA.pdf)). This may include fallow lands.

**Farm Woodland:** Up to 50 acres of land per parcel meeting the definition of farm woodland per §301.3 of Agricultural Districts Law ([http://www.agriculture.ny.gov/AP/agservices/25-AA.pdf](http://www.agriculture.ny.gov/AP/agservices/25-AA.pdf)), which is land used for the production for sale of woodland products.

**Non-Agricultural:** All remaining land not used in agricultural production or as farm woodland, such as land used for residential purposes, including residences, garages, other accessory buildings and land associated with residences, and land used for processing or retail merchandising.

Note: Waterbodies will be included with their surrounding or adjacent land uses.

Please mail a copy of the map with your soil group worksheet request form and payment.

SWCD 03/09/2015