

Gale J. Engles, Bureau Chief
Bureau of Resource Management
410-386-2321, Fax: 410-386-2924
Environmental Inspection Services
410-386-2210



Department of Planning
Carroll County Government
225 North Center Street
Westminster, MD 21157
1-888-302-8978; TT 410-848-9747

FOREST CONSERVATION RELEASE OF EASEMENT OWNER AFFIDAVIT

FILE NO.: _____ - _____

DATE: _____

PROJECT: _____

I/We hereby certify that I/We own the property located at: _____

I hereby agree that I will be responsible for all fees and documents required to process the release of the Forest Conservation Easement related to the above referenced project.

The following is the procedure for the release of a Forest Conservation Easement:

1. Request release of easement in writing; include a copy of the plan showing the proposed changes and a cover letter justifying the change in planting or retention area.
2. An Official amended Forest Conservation Plan and record plat (prepared and signed by a qualified professional) must be submitted to Landscape and Forest Conservation for approval. A metes and bounds description with a plot plan can be submitted when a record plat is not applicable.
3. When the Forest Conservation Plan and Plat are approved, a legal package will be required to collect fees for deed preparation (contact Development Review for legal package submittal requirements).
4. The County Attorney's Office will prepare the legal documents for the owner's signature.
5. A new deed of Forest Conservation Easement and plat, if applicable, will be recorded in the Land Records of Carroll County.

(PROPERTY OWNERS SIGNATURE)*

Corporate Name of Owner (if applicable)

Corporate Address

Witness Signature (Third Party)

Officers Signature and Position

*If ownership should change during the release of easement process, a new application will be required