

1. NOTICE OF CONVEYANCE: All Clean & Green Program enrollers are required to complete & submit a "Notification of Conveyance" form 30 days prior to any proposed transfer, split-off, and/or separation. The reason for the conveyance form is to prevent violation from occurring without notice. If a violation occurs and Notice of Conveyance wasn't received, the property owner is subject to a \$100.00 Civil Fee along with the Rollback Tax. The township office has copies of this form, or you may connect to the link on this webpage to download and/or print the Act 319 Notification of Conveyance Form.
2. SUB-DIVISIONS: Property owners may sub-divide portions of their land without causing a Rollback Tax on the entire tract of land. However, there are two (2) different types of subdivisions.
 - a. **Separation** – is permitted if each new parcel created is 10 acres or more and thus meets the requirements to remain in **Act 319**. The remainder of the original property must also continue to meet these requirements. If the new buyer changes the use, the buyer will pay the rollback tax on the entire original tract.
 - b. **Split-off** – A permissible split-off cannot exceed two (2) acres gross (not net acreage) per year, the use cannot change, except as noted below, and the total of all splits cannot exceed 10% of the total property enrolled or 10 acres, whichever is less. The 2-acre split-off per year is also cumulative. A maximum of only 2 acres can be split off during any single calendar year, even if the property has been enrolled for several previous years and experienced no split-off activity. These split-offs may remain in agricultural use or be used for residential use, as long as the person owning the property is building a house, which they will personally occupy. No speculative building projects would be permitted without causing a rollback tax to be charged. In the event that the required minimum lot size, under the municipal zoning ordinance, is more than two (2) acres gross, a split-off may exceed two (2) acres, up to a maximum lot size of three (3) acres. Proof of this zoning requirement must be presented with the filing of Act 319 Notification of Conveyance form, thirty (30) days prior to any conveyance of the split-off.
Rollback taxes will be due on the split-off portion of the property only.
3. RE-RECORDING APPLICATIONS: It is a requirement to re-record ownership changes as well as acreage changes. Please remember that putting a parcel of land into any type of Trust is considered a change in ownership. The fee for a re-recorded applications is \$18.50.

Any further questions can be answered by the County of Erie Bureau of Assessment by calling (814)451-6225 or on their website www.eriecountygov.org assessment link.