

## PLEASE KEEP FOR YOUR RECORDS

Dear Clean & Green - Act 319 Participant:

Please refer to this sheet if you are planning to make any changes to the property that is encumbered by the Clean and Green Covenant. This Covenant runs with the land. Any violation of the Covenant will result in the issuance of ROLLBACK TAXES. These can be substantial.

1). THE APPLICANT FOR PREFERENTIAL ASSESSMENT HEREBY AGREES IF HIS/HER APPLICATION IS APPROVED FOR PREFERENTIAL ASSESSMENT, HE/SHE WILL SUBMIT THIRTY (30) DAYS NOTICE TO THE COUNTY ASSESSOR OF A PROPOSED CHANGE IN USE OF THE LAND, A SPLIT-OFF OF A PORTION OF THE LAND OR A CONVEYANCE OF THE LAND. You have signed this statement on the application and the acceptance.

2) The "Notice of Conveyance" form is available at the County website [www.monroecountypa.gov](http://www.monroecountypa.gov) under the Assessment Office tab. There is a civil penalty of \$100, which can be filed if you fail to notify the office.

3) Non -Clean and Green parcels should not be on the same deed as a Clean and Green parcel:

*137b.20 "A landowner may not apply for preferential assessment for less than the entire contiguous portion of land described in the deed applicable to a tract with respect to which preferential assessment is sought."*

4) All subdivisions, split-off and joinders must be reviewed by the Assessment office prior to recording.

5) Rollback calculations/estimates should be requested in writing and submitted with a \$10 fee per parcel. It can take up to 30 days to prepare the rollback estimates. Plan accordingly.

6) The Assessment office will never tell you what can and cannot be done on your property. That is the function of the Township Zoning Office. The Assessment office WILL let you know how your proposed changes affect the Clean and Green Covenant, if there will be a rollback, the amount of the rollback and advise as to your options.

Please feel free to call the office anytime you have questions regarding the Covenant, we are here to help.

Cindy L. Treible  
Chief Assessor