

~NOTICE~

PROTECT YOUR FARM LAND

**Open Enrollment Period
to Apply for Inclusion in an Agricultural District is**

January 15 – February 15

Apply Now!

Forms are available from the Town Clerk's Office

**Return postmarked by February 15th
to the Oneida County Planning Department
Union Station, 321 Main St.
Utica, NY 13501
c/o Matt Pawlusik**

NOTICE

TO: ALL ONEIDA COUNTY TOWN CLERKS

**FROM: BRYMER HUMPHREYS,
CHAIR, FARMLAND PROTECTION BOARD**

DATE: DECEMBER 26, 2025

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Please post the enclosed notice in your municipal building.

Oneida County has designated the month of January to be Open Enrollment Period for persons applying to be included in an NYS Agricultural District. In September of 2003, the Department of Agricultural and Markets amended a section of the law adding section 303-b which states that counties must select a 30-day period in which a landowner can submit a request for inclusion of any viable agricultural land in an already established Agricultural District. Oneida County has selected January, with applications being accepted until **FEBRUARY 15, 2026**.

The procedure will be as follows:

1. Persons wishing to submit an application should pick up the form at their Town Clerk's Office, or visit Cornell Cooperative's website at cceoneida.com/agriculture, complete the form, and return them to the Oneida County Planning Department, Union Station, 321 Main St., Utica, NY 13501, postmarked by February 15, 2026.
2. Applications will then be reviewed by the Farmland Protection Board, after which time, the Farmland Protection Board will request to commence a Public Hearing. The members will vote to adopt or reject the inclusion of such land.
3. The Farmland Protection Board will forward the results of the Public Hearing, along with their recommendations, to the County Board of Legislators.
4. The County Board of Legislators will have the final vote for acceptance and then will forward their resolution to the Commissioner of Agriculture and Markets who certifies that the inclusion of such land would serve the public interest by assisting in maintaining a viable agricultural industry within the district.
5. Within 30 days, the Commissioner of Ag & Markets will send notice of certification to the County and notification will be made to the individuals that submitted applications.

If you have any questions, you may contact me at 315-793-3108, Matthew Pawlusik at the Oneida County Planning Department at 315-798-5710 or Carol Watkins at Cornell Cooperative Extension at 315-736-3394.

Thank you in advance for your attention and cooperation.

enclosures

cc: Farmland Protection Board Members
Mary Beth McEwen, Director, Cooperative Extension
Carol Watkins, Cooperative Extension

District No: _____

Town: _____

ONEIDA COUNTY FARMLAND PROTECTION BOARD

AGRICULTURAL DISTRICT DATA COLLECTION SHEET

This form is to be completed by agriculture landowners whose lands are within an Agricultural District which is subject to review or landowners who wish to be added to the district. The information obtained from this form will be utilized by the County in determining the significance and viability of agriculture within the District. Specific information collected is **kept confidential**.

PART I: LANDOWNER INFORMATION

Landowner Name _____

Farm Operation Business Name _____

Mailing Address _____ City/State _____ Zip Code _____

E-mail _____ Tel. Number _____ Cell Number _____

**** REQUIRED**

Name of Agriculture Producer(s) using your land, if rented _____

Tax identification numbers (section, block, lot) Use additional sheets, if necessary (example 123.4-5-67.8)	Total No. Acres Owned	No. Acres Owned and Farmed**	No. Acres with Crops***	No. Acres Rented and Farmed**	No. Acres Not Farmed**

**** Farmed: All land used for agriculture (pasture, land under agricultural buildings, field crops, orchards, etc.)******* Crops: All land used for field crops, vegetable crops, small fruit crops, orchards, Christmas tree, maple sap, etc.**CHECK ONE: ☐ Farmer☐ Part-time Farmer☐ Non-Farmer/Landowner

(If checked, proceed to Part II & III)

(If checked, proceed to Part II & III)

(If checked, proceed to Part III)

PART II: FARM INFORMATION CHECK ALL AGRICULTURAL ACTIVITY FOR THE FARM OPERATION

Dairy <input type="checkbox"/>	Field Crops <input type="checkbox"/>	Vegetable Crops <input type="checkbox"/>	Fruit & Berry Crops <input type="checkbox"/>
Number of Dairy animals	Crops grown #acres	Major Crops # acres grown	Major Crops # acres grown
1-50 <input type="checkbox"/> _____	Alfalfa <input type="checkbox"/> _____	_____	_____
51-200 <input type="checkbox"/> _____	Corn <input type="checkbox"/> _____	_____	_____
Over 200 <input type="checkbox"/> _____	Soybeans <input type="checkbox"/> _____	_____	_____
	Oats <input type="checkbox"/> _____	_____	_____
	Wheat <input type="checkbox"/> _____	_____	_____
	Hay <input type="checkbox"/> _____	_____	_____
	Other _____	_____	_____

Livestock <input type="checkbox"/>	Tree/Forest Crops & Production <input type="checkbox"/>	Horticultural & Special Production <input type="checkbox"/>	Estimated Annual Gross Farm Sales (Check one)
Type of Animals #animals	#acres	# acres	
Beef <input type="checkbox"/> _____	Maple Sap <input type="checkbox"/> _____	Greenhouse <input type="checkbox"/> _____	Below \$10,000 <input type="checkbox"/>
Sheep <input type="checkbox"/> _____	Christmas Tree <input type="checkbox"/> _____	Nursery <input type="checkbox"/> _____	\$10,001 to \$49,999 <input type="checkbox"/>
Swine <input type="checkbox"/> _____	Log Gown Mushroom <input type="checkbox"/> _____	Orchard <input type="checkbox"/> _____	\$50,000 to \$99,999 <input type="checkbox"/>
Goats <input type="checkbox"/> _____	Woody Biomass <input type="checkbox"/> _____	Vineyard <input type="checkbox"/> _____	\$100,000 to \$199,999 <input type="checkbox"/>
Poultry <input type="checkbox"/> _____	Firewood <input type="checkbox"/> _____	Beekeeper <input type="checkbox"/> _____	\$200,000 to \$499,999 <input type="checkbox"/>
Equine <input type="checkbox"/> _____	Lumber/Logs <input type="checkbox"/> _____	Aquaculture <input type="checkbox"/> _____	Over \$500,000 <input type="checkbox"/>
Alpaca <input type="checkbox"/> _____	Other _____	Other _____	
Other <input type="checkbox"/> _____			

PART III: SIGNATURE

I attest that the above information is correct to the best of my knowledge and hereby officially request that my property be included in the Agriculture District Program. I recognize that such land, once officially included in the Agriculture District Program property may not be removed from the program until the eight-year review period for that District in which my land is placed. I understand that this is not an application for an agricultural assessment. I also acknowledge that this request is subject to a public hearing action by the Oneida County Board of Legislators and certification by New York State Department of Agriculture & Markets.

Signature: _____ Date: _____

**Please return this form to: Oneida Counties Department of Planning
Boehlert Center @ Union Station
321 Main St. 3rd Floor
Utica, NY 13501**

For questions, contact Cornell Cooperative Extension Oneida at 736-3394.