

**PRELIMINARY NOTICE OF INTENT  
CHECKLIST**

Date Received \_\_\_\_\_  
Review Date \_\_\_\_\_

Dept. NOI # \_\_\_\_\_ Project Consultant \_\_\_\_\_

County \_\_\_\_\_ Project Type \_\_\_\_\_

1. Statement at top of first page: PRELIMINARY NOTICE OF INTENT TO UNDERTAKE AN ACTION WITHIN AN AGRICULTURAL DISTRICT.  
☐ yes ☐ no

2. Name/address of public entity undertaking action.  
☐ yes ☐ no

3. Identity of county and agricultural district number(s) affected by action.  
☐ yes ☐ no

4. Identity of municipality affected by action.  
☐ yes ☐ no

5. Brief description of the proposed action including:

- a. Purpose.  
☐ yes ☐ no

- b. Type of action proposed.  
☐ yes ☐ no

- c. Total number of acres of land, or interest in land, which is expected to be acquired within an agricultural district.  
☐ yes ☐ no

6. Brief narrative of the agricultural setting and the project site, if known.  
☐ yes ☐ no

7. Summary of anticipated adverse impacts.  
☐ yes ☐ no

8. Approximate date of commencement of action.  
☐ yes ☐ no

9. Name, title, address and telephone number of individual authorized to respond to Department inquiries.  
☐ yes ☐ no

10. Signature of authorized individual.  
☐ yes ☐ no

11. Was Preliminary Notice submitted to the Agriculture and Farmland Protection Board?  
☐ yes ☐ no