

Instructions for completing the soils information for the “Application for Valuation, Assessment and Taxation of Land Under the Farmland Assessment Act”

Using the New Castle County Website

Using your Internet Browser go to the New Castle County Parcel Search website at <http://www3.nccde.org/parcel/search/>

Type in the Parcel Number (only numbers) or the Street Number and Name (do not include road, street or lane in the name). Click on Search.

On the next screen, next to the parcel number select “Details”.

Click on “View Map” at the top left on the next screen.

Select “Base Maps” at the top right of the next screen. Select “Imagery” to add aerial photography layer. Close the Base Maps box by clicking on the upper right corner of the box.

Measure the area in the landuses for Forest, Cropland (all tillable acres including hay and pasture without trees), House (does not include farm buildings) and Other (marsh, ponds, wooded pastures, farm bldgs., lane) areas. See definitions in State of Delaware booklet, page 5.

- To do measurements, in the blue header at the top of the screen, click on the triangle. In the new box, click on the “Polygon” (2nd from the right) and change the “Area Unit” to Acres. With your cursor arrow click around the landuse area to create a polygon. When you reach the end double click the cursor (sometimes you need to do it several times). The acreage will show below the map in the white area on the screen.
- Start with the House area
- Enter the House acreage on the “Application” line #2. Subtract that from the total acreage and enter that amount on line #3. All the other landuses should add up to the amount on line #3.
- Enter the rest of the land use acreages on the “Application” form at line #4 and on the “Total” line for #5. Make sure that they total up to the amount on line #3.

Under the “Themes” on the left side of the screen, click on the left side of the screen, click on “Environmental”, then click on “Soils”, then click on “Topography” box and click on the “Index” box so that it is turned off. The 2-4 letter abbreviations that are now shown within different colored units are the soils for the area (example HoA, IaA, WdA...).

Look at the soils on your parcel and check the soils groupings on the “Soils for Farmland Assessment Rev 2016” sheet. If all the soils are in one soil group, enter the landuse acreage on the “Application” form in that “Soil Group” under #5.

If there are different soil groups in a landuse then measure the soils for each. Make sure that they add up to the totals that you previously entered. Use the same measuring tool and method that you used for the landuses.

Using the Web Soil Survey

Using your Internet Browser go to the USDA, NRCS Web Soil Survey website at <http://websoilsurvey.sc.egov.usda.gov/App/HomePage.htm>

Click on the big green “Start” button.

On the left side of the screen, under quick navigation, select “address” or “state and county” to have the map zoom into your area.

Each landuse area will have to be done separately and there is no layer showing your property lines. Decide where each of your landuses are such as; Cropland (includes all tillable acres including hay and pasture without trees), House area (does not include farm buildings), Forest, and Other (marsh, ponds, wooded pastures, farm bldgs., lane) areas.

Create an Area of Interest (AOI) on the “Area of Interest Interactive Map” by clicking on the AOI polygon button that is furthest to the right under the title. With the cursor, click around the house area. Double click when you have ended.

The acreage of the house area will show in the “AOI Information” white box to the left.

Enter the House acreage on the “Application” line #2. Subtract that from the total acreage and enter that amount on line #3. All the other landuses should add up to the amount on line #3.

Decide on another landuse area (Cropland, Forest or Other) to work on. Using the tab for AOI, select the button “Clear AOI” that is to the left of the map. Create a new AOI as you did before...double click when you are done.

Click on the yellow tab “Soil Map” near the top of the screen. The soils information will drop in. The acreages for the landuse and each of the soils will be in the white box to the left.

Copy this information on a separate piece of paper or keep a copy of the map and information by clicking on the “Printable Version” button that is directly above the map. You can give it a “Custom Subtitle” if you’d like. Then click on the “View” button on the lower right of the screen. When you print from the next screen you will get three pages...one with the map, one with the legend, and one with the soils map unit legend and acres.

Repeat for all the other landuses by returning to the AOI tab, clearing the AOI and creating a new one.

Adjust the acreages to make sure that the landuse acreages add up to the total on the "Application" form, line #3 before entering on the "Application" form, line #4 and on the "Total" line for #5.

Look at the soils on your parcel and mark the soils groupings from the "Soils for Farmland Assessment Rev 2016" sheet. Add the acreage for all the ones of the same landuse and same group together.

Adjust the soil group acres so that they add up to the landuse acres that you used on line 4.