



New Jersey Department of Environmental Protection

Green Acres State Land Acquisition Process



Thank you for considering the preservation of your property to add to New Jersey's protected open spaces in concert with the Green Acres Mission. The Green Acres staff is eager to work with you and will guide you through the steps of the acquisition process listed below.

1. **Offer Application:** Property owner submits an *Application for Sale of Real Estate* to Green Acres for review. The application form is available at www.njgreenacres.org under Forms and Regulations > Applications > State Land Acquisition Applications.
2. **Confirmation of Interest:** Green Acres sends a letter to the property owner confirming the State's/DEP's interest in purchasing the property.
3. **Initial Outreach:** Green Acres Negotiator is assigned to the project and contacts property owner to begin the acquisition process.
4. **Appraisal/Title Search/Environmental Hazard Review:** Green Acres Negotiator orders appraisal, title search, and environmental review – all done at DEP's expense.
5. **Initial Inspection:** Green Acres Negotiator and/or Environmental Specialist conducts initial inspection(s) of the property.
6. **Purchase Offer:** Green Acres Negotiator presents the offer to purchase the property, which is based on the appraisal results, the priority of the acquisition, and the availability of funds.
7. **Offer Acceptance:** Property owner accepts purchase offer in writing. At this time, property owner retains a New Jersey-licensed attorney to represent them for the rest of the real estate transaction and assist with the property closing.
8. **Survey:** Upon written offer acceptance from the property owner, the Green Acres Negotiator arranges for a survey of the property – done at DEP's expense.
9. **Contract:** DEP Legal Team prepares the contract and associated forms and sends them to property owner's attorney for review and for property owner's signature. Once the contract is signed by both parties, a copy is returned to the attorney and property owner.
10. **Final Inspection:** Green Acres Negotiator conducts a final inspection of the property to ensure that the owner has completed any required clean-up and has resolved any environmental hazards. Any encroachments identified on the survey need to be resolved before closing.
11. **Property Closing:** DEP Legal Team sends closing document templates to the property owner's attorney who is responsible for preparing the closing documents. Closing occurs by mail. The agreed upon purchase price (less tax withholding, if any) is paid to the property owner at closing.

Green Acres Mission

To achieve, in partnership with others, a system of interconnected open spaces, whose protection will preserve and enhance New Jersey's natural environment and its historic, scenic, and recreational resources for public use and enjoyment.