

## LCHIP Guidance Document: Property / Current Condition Reports

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Property Condition Reports must include, at minimum, the following elements:

### 1. Project Summary

- a. Names and contact information for all interest holders & acquisition date
- b. Detailed directions to the property from the nearest town
- c. Narrative describing conservation values protected
- d. Extent of the investigation – who did the work, when was the property visited, who consulted etc.

### 2. Project History

### 3. Historic land uses and management

### 4. Physical Description

- a. Topography – A general description and notable landmarks referenced in the report
- b. Geology – Note the underlying geology and any notable features located on the property
- c. Soils – Note the major soil types and their locations on the property
- d. Hydrology – Note water features, watershed information and other information related to water
- e. Vegetative communities & wildlife values (include known species)
- f. Scenic, open space and historical values
- g. Inventory of property improvements - include GPS locations of all improvements, including:
  - i. Major & minor agricultural structures such as barns, sheds, riding arenas, corrals, fences, stock tanks
  - ii. All manmade ponds, stock tanks or reservoirs and any recreational improvements
  - iii. Roads, public and private, paved and unpaved, including two-tracks
  - iv. Existing radio towers, cell towers, power lines, dumps, transfer stations, cemeteries, gravel pits and similar areas of site disturbance
  - v. Description of boundary markings/monuments

### 5. Property Management Plan

- a. Description of management goals
- b. Five-year management plan, include the following, as appropriate
  - i. Forest management
  - ii. Planned improvements (trails, kiosks, bridges, culverts, shelters, parking areas, signage etc.)
  - iii. Boundary maintenance plan
  - iv. Invasive species control
  - v. Other

### 6. Appendices

- a. USGS topographic map
- b. Locus map showing nearby conservation land
- c. Aerial map
- d. Annotated survey plan or detailed property map including man-made features'
- e. Copy of recorded property deed(s) or other legal restrictions encumbering the property