

New Hampshire NRCS Baseline Documentation Requirements for Farm and Ranch Lands Protection Program (FRPP)

Baseline documentation should be submitted 90 days before closing on the conservation easement.

Required:

- Conservation easement name and location
- Name, address and phone number of current landowner
- Entity responsible for monitoring
- Name of inspector, affiliation, and contact information
- Date of fieldwork
- Date easement closed (was recorded)
- Total easement acres
- Permitted recreational activities
- Land use and management
- Status of boundaries
- Any areas of concern on or adjacent to easement.
- Signature of landowner and inspector
- Photographs of the parcel with brief picture descriptions including the directional heading. These parcel photographs are to be accompanied by a survey map containing the visual representations of each picture's location and directional heading.
- Final soil map with total acres of each important soil type (ie: Prime, Statewide, Local and Unique)
- Impervious surface map
- Building envelope
- Aerial and topographic map (can be combined with the soil map, building envelope, or impervious surface map)

Optional:

- Table of contents
- Additional comments from the inspector regarding the status of the property
- Description of plant communities (include invasive plants)
- Description of unusual ecological, historical, or geological features. Example: Rare or unusual plant species, ecological communities, critical habitats or wildlife.

Note: New Hampshire NRCS requires the above list to be provided for the baseline documentation. The national NRCS baseline example is available in the 2008 Farm Bill Manual for FRPP at Subpart J (Exhibits) 519.95.

Attached: Sample Baseline Report Template

**CONSERVATION EASEMENT BASELINE DOCUMENTATION
& Acknowledgment of Property Condition**

Date Baseline Complete: _____ **Date Easement Closed:** _____

Easement Name: _____

Parcel Location: Road Address: _____

City/Town: _____ County: _____ Zip: _____

Current Landowner(s) (Easement Grantor/Donor): _____

Address(es): _____

Phone: _____

Easement Holder/Grantee: _____

Address: _____

Phone: _____

Name of Inspector(s): _____

(If contact information is different than Easement Holder/Grantee)

Address(es): _____

Phone: _____

Back-up Grantee or Executory Interest Holder (if applicable): _____

Address(es): _____

Phone: _____

Method of Acquisition: Gift Purchase Bargain Sale Bequest Other

Explain: _____

Total Easement Acreage: _____

Ownership Deed: Book #/Page #(s) _____

Tax Map #/Lot #(s) _____

List approximate acreage or percentage of natural features:

Forest	_____	Natural Pond or Lake	_____
Hay Field/Pasture	_____	Man-Made Pond	_____
Cultivated Field	_____	Bog	_____
Wetlands	_____	Stream or River	_____
Other (specify)	_____	Ledge/rock outcrop	_____

Predominant Soil Types (see attached soil map)

Property Access:

Maintained Public Road Un-maintained Public Road (Class V) Private Road

Via legal R-O-W from: Public Road Private Road Water

Permitted recreational activities:

Hiking/walking Hunting Snowmobiling
 Horseback Riding None
 Other _____

Frontage on the easement (in feet) of the following items:

_____ Maintained Public Road _____ Un-maintained Public Road (Class VI)
_____ Private Road _____ Pond _____ Lake _____ River

Survey Boundaries:

Date Surveyed: _____
Corner monuments/pins found: Yes No (if no, explain)
Well marked blazes found: Yes No
Comments:

Describe the property condition: include land use and management. Describe the condition and locations of current and future agricultural/forestry and recreational uses of the property (i.e.: Heavy use areas, tilled croplands, hiking trails, waste storage, etc).

List buildings or structures on property: include houses, sheds, barns, docks, man-made ponds, utilities, etc. List dimensions and purpose, and provide location on attached map.

Description of unusual ecological, historical, or geological features. Example: Rare or unusual plant species, ecological communities, critical habitats or wildlife. (optional)

Concerns or other comments of inspector:

ACKNOWLEDGEMENT OF PROPERTY CONDITION

In compliance with Section 1:170A-14(g)(5) of the federal tax regulations, the undersigned accept and acknowledge that this Baseline Documentation Report is an accurate representation of the property at the time the conservation easement was transferred to the grantee.

Landowner (s):

Date: _____

Easement Grantee:

By: _____

Date: _____

Title: _____

Supporting Documentation:

- Topography Map
- Soils Map
- Aerial Map
- Impervious Surface Map
- Building Envelope
- Photographs
- Survey Map (with picture references)
- Other: