

DEXTER TOWNSHIP

POLICY ON CONSERVATION EASEMENT MONITORING

It is the policy of Dexter Township to monitor conservation easements granted through its farmland protection program on an annual basis at minimum. The monitoring visit shall be conducted by a qualified staff person or consultant or may be contracted to a local land conservancy. Reporting shall occur on a form produced by the Township.

At least two weeks prior to the desired time for the visit, the monitor shall send a letter by first class U.S. mail to the current landowner(s) identifying the need for the visit and stating that a follow-up phone call will be placed to see if the owner would like to set up a mutually acceptable time for the visit. The monitor shall then call the owner one week after the letter has been sent and endeavor to establish such a time. If there is no interest or response, the monitor shall then notify the owner of the date and time of the visit in another phone call or message.

Prior to leaving for the visit, the monitor shall review the conservation easement, baseline documentation and property file to become familiar with the property and any issues that may have occurred in the past. The monitor shall take the following items on the visit: compass, working copy of the easement and documentation, flagging tape and a camera. The monitor shall use the baseline to determine if any changes have occurred since the recording or last visit. Any changes to the property, authorized or not, must be recorded by photographs, sketch and written statements.

Upon completion, the monitoring form shall be filled out with two copies made and mailed to the landowner with a cover letter requesting that both be signed along with an addressed return envelope postage paid. The original shall be kept with the property file in case the copies are lost. In addition, any funding partner (for example, the U.S. Department of Agriculture, the Michigan Department of Agriculture or the City of Ann Arbor Greenbelt Program) that requires the monitoring form to be submitted shall receive a copy.

Any violations, problems or issues encountered on the property shall be relayed immediately to the Township Supervisor for appropriate action to be taken, followed by the Land Preservation Commission. Enforcement of easement terms is the responsibility of the Township Board of Trustees working with its legal counsel and other consultants. Procedures outlined in the "Township Remedies" section of the conservation easement shall be followed to prevent or correct any actual or threatened violations of its terms.