

Sustainable Agricultural Lands Conservation Program			
Baseline Conditions Report Checklist			
<p><i>The Sustainable Agricultural Lands Conservation Program (SALCP) offers this information as a resource for grantees to use when preparing the Baseline Conditions Report ("Report") for properties involved in a SALCP-funded agricultural conservation easement acquisition. The primary intent of this document is to encourage the preparation of Reports that are as complete and thorough as possible, thereby facilitating SALCP review and approval. At a minimum, the following information should be included in the report:</i></p>			
Staff Use	Heading/Title	Description	Complete
Introduction			
	Title Page	Include the Project name, County, and date of baseline report completion.	<input type="checkbox"/>
	Table of Contents	Include a list of all sections, figures, tables, exhibits and attachments, along with associated page numbers.	<input type="checkbox"/>
	Authorship and Qualifications	Include the name(s), education and experience of the baseline preparer(s).	<input type="checkbox"/>
	Acknowledgement of Conditions	Include a statement that the information provided in the report is a correct and an accurate representation of the easement property to the best of the preparers' and landowner's knowledge.	<input type="checkbox"/>
		Include signature line and date for both landowner, baseline preparer(s) and easement holder.	<input type="checkbox"/>
Baseline Report			
	Summary Page	Include the following:	
		APN(s)	<input type="checkbox"/>
		Total acreage	<input type="checkbox"/>
		Grantor(s) and Contact Person for Grantor(s)	<input type="checkbox"/>
		Date of baseline preparer(s) on-site inspection	<input type="checkbox"/>
		USGS Quadrangle	<input type="checkbox"/>
		Summary of legal description, township/range, or street address	<input type="checkbox"/>
		Zoning	<input type="checkbox"/>
		Soil Type(s)	<input type="checkbox"/>
		Watershed(s)	<input type="checkbox"/>
		On-site land uses	<input type="checkbox"/>
			Introduction/Statement of Purpose
	Easement Location	Include the following:	
		County	<input type="checkbox"/>
		Nearest City/Unincorporated area	<input type="checkbox"/>
		Proximal Highway/Crossroads	<input type="checkbox"/>
	Current Land Use	Describe the following (as applicable):	
		Current agricultural use (irrigated/rangeland/both)	<input type="checkbox"/>
		Crop type(s) (including crop rotation and cover crops, if applicable)	<input type="checkbox"/>
		Average yields	<input type="checkbox"/>
		Acres utilized	<input type="checkbox"/>
		Harvest methods	<input type="checkbox"/>
		Pesticide/chemical use/storage	<input type="checkbox"/>

	Current Land Use	Average age of trees/vines	<input type="checkbox"/>
		AUMs	<input type="checkbox"/>
		Grazing period	<input type="checkbox"/>
		Forage type	<input type="checkbox"/>
		Management practices	<input type="checkbox"/>
		Non-cultivated areas (disposal sites, disturbed areas, boneyards, gravel pits, mines, etc.)	<input type="checkbox"/>
	Historical Land Use	Describe prior agricultural and non-agricultural uses, ownership, etc.	<input type="checkbox"/>
	Roads and Access	Describe the existing roads on site, how the property is accessed by the owners for day-to-day purposes, and, if different, how the property will be accessed by the easement holder for monitoring purposes, including any advance notice requirements.	<input type="checkbox"/>
	Surrounding Land Use	Describe the surrounding land uses (agriculture, housing, commercial, recreation, natural areas, etc.)	<input type="checkbox"/>
	Reserved Rights	Summarize the reserved rights identified in the easement (e.g., single family residences, paved roads, building envelopes, cell towers, solar, recreational activities permitted, etc.), or include a reference to the reserved rights listed in the easement.	<input type="checkbox"/>
	Existing Improvements	Describe any existing manmade agricultural and non-agricultural improvements on the property including fences, roads, and structures. The description should include the type, number, size (if relevant), age, location, and overall condition of these improvements.	<input type="checkbox"/>
	Adjacency to Other Protected Areas	List other protected land near the subject property.	<input type="checkbox"/>
	Topography	Describe the topography of the easement area.	<input type="checkbox"/>
	Soils and Erosion	Describe the soils, including acres, according to data available from Natural Resources Conservation Service (NRCS). Use web soil survey to prepare custom reports: websoilsurvey.nrcs.usda.gov/ Note any existing or past areas of erosion.	<input type="checkbox"/>
	Important Farmland Classification	Provide the Important Farmland Classification(s) based on the Farmland Mapping and Monitoring Program data available at: maps.conservation.ca.gov/DLRP/CIFF/	<input type="checkbox"/>
	Irrigation/Water Source(s) and Water Quality	List and describe the irrigation infrastructure, water source(s), and water quality associated with the property.	<input type="checkbox"/>
	Water Rights	Describe the historical and current water rights associated with the property.	<input type="checkbox"/>
	Conservation Values and Other Co-Benefits	List Conservation Values discussed in the easement and describe the current state of those values. The list may include but not be limited to, protection of:	
		Agricultural productive capacity	<input type="checkbox"/>
		Wildlife habitat	<input type="checkbox"/>
		Open Space/Viewshed	<input type="checkbox"/>
		Water quality	<input type="checkbox"/>
		Water storage and infiltration capacity	<input type="checkbox"/>
		Food security	<input type="checkbox"/>
		Carbon sequestration	<input type="checkbox"/>

		Other	<input type="checkbox"/>
	Mineral Rights	Describe any third party interest in the mineral rights and any current or historical surface or subsurface mineral extraction on the property.	<input type="checkbox"/>
	Utilities	List any utilities and utility easements over the property (gas, electricity, etc.)	<input type="checkbox"/>
	Vegetation/Habitat Types	List and describe the vegetation on the property, including trees, shrubs, grasses, and agricultural weeds. Describe the habitat types and extent of each, if available (e.g., grassland, scrub, oak woodland, forest, riparian, wetland, etc.). Include agricultural weeds of concern to management, if known.	<input type="checkbox"/>
	Wildlife	Include a summary of the wildlife found on or within close proximity to the easement property. Describe any sensitive species. Include those that utilize the property seasonally, if applicable.	<input type="checkbox"/>
	References	Include a list of the information sources relied upon to prepare the Report.	<input type="checkbox"/>
Exhibits/Attachments			
<i>All maps should include the following: Easement boundary, north arrow, scale, legend, date map was created, and the map author.</i>			
	Vicinity Map	Provide a map that shows the nearest city/unincorporated area, any major highways/crossroads, and special features to help the reviewer identify the easement location.	<input type="checkbox"/>
	Improvements Map	<p><i>The following should be included in this map:</i></p> <p>Location of any building envelopes described in the easement</p> <p>Existing single family residence(s) and/or ag employee housing</p> <p>All roads within the easement area including, dirt, gravel, and paved</p> <p>Ag infrastructure including water storage and irrigation structures, barns, sheds, and fencing</p> <p>Notable water features such as lakes, reservoirs, streams, creeks, springs, ponds, canals, etc.</p> <p>Acreage of the easement, building envelopes and excluded area(s), as applicable</p>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
	APN Map	Provide a map that includes all APNs within the easement property	<input type="checkbox"/>
	Photo Points Location Map	Provide a map that pinpoints the location where each photo was taken.	<input type="checkbox"/>
	Baseline Photos and Index Table	<p><i>Provide photos of the property in its current state.</i></p> <p><i>Photos should include the following:</i></p> <p>Improvements (single family residences, ag employee housing, barns, buildings, structures, roads, fences, etc.)</p> <p>Future building envelope site(s)</p> <p>Agricultural features (orchard, row crops, fields, pasture, grasslands)</p> <p>Conservation values/notable property features (oak woodlands, ponds, streams, riparian areas, geologic features, etc.)</p> <p>Other notable physical features, including those referenced in the easement</p>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
	Soils Map	Provide a detailed soils map.	<input type="checkbox"/>
	Recorded Easement	Attach a copy of the recorded easement.	<input type="checkbox"/>
	Management Plan	Include as applicable.	<input type="checkbox"/>