

Practice 12D. Monitoring Land Trust Properties

“The land trust marks its boundaries and regularly monitors its properties for potential management problems (such as trespass, misuse or overuse, vandalism or safety hazards) and takes action to rectify such problems.”

Key Elements of the Indicator Practice

- The organization marks its boundaries in such a way that corners and property lines can be identified on the ground for purposes of inspection.
- The organization regularly inspects its properties (see below).
- The organization takes action to rectify management problems.

Additional Elements of Practice Implementation

- The organization can locate the boundaries of its properties.
 - If the organization does not mark the boundaries of its fee properties, it has surveys, maps, photos, written descriptions, or other on-the ground indicators (such as roads, rivers, fences, etc.) of the boundaries that would enable a person to find the boundaries using GPS or other means.
- The organization documents inspection of its fee properties. Acceptable forms of documentation may vary based on the nature of the property and frequency of inspections. The following list provides some examples of acceptable documentation.
 - A written and signed inspection report indicating the date of the inspection and findings
 - For properties that are routinely inspected by staff or volunteers with on-going oversight of the property, a staff or volunteer report to the board, memo to file on activities and findings, etc.
 - For properties where there is an on-site manager, a job description identifying the responsibilities of the individual to inspect the property, to address issues, and to report.
- The organization resolves management problems on its fee properties in a timely manner or is taking action to resolve them.

Information on Documenting Regular Inspections

For purposes of accreditation, “regularly” in the context of fee land inspections means at least once per calendar year for applicants in 2014 and beyond. Acceptable evidence of compliance will be the most recent inspection date being within a year of the application date. (For example, a January 2013 or later inspection date would be acceptable for a 2014 application.)

If there is an isolated and rare gap in the inspection date not being within a year of the application date, the Commission will review any explanation of the circumstances

resulting in the gaps in inspections and also consider the organization's inspection history in its evaluation of this practice.

Documentation

At first-time application

- Application responses
- Preliminary attachment: Land Conservation Project List
- 12D1: Statement describing how the organization regularly monitors/inspects each fee property
- 12D2: Statement describing how the organization addressed a recent management issue on a fee-owned property
- Project Documentation
 - Description of how the property boundaries are marked or can be identified on the ground for purposes of monitoring/inspection and enforcement
 - Monitoring/inspection reports from the most recent inspection visit
 - Evidence of how the organization resolved significant management issues, if any

At renewal application

- Pre-application: Land Conservation Project List
- Application responses
- 12D1: Statement explaining the circumstances for any missed inspection and description of how the organization has since ensured continued compliance with the practice (if applicable)
- 12D2: Statement describing the nature of any unresolved management issues and the steps being taken to resolve the issues (if applicable)
- Project Documentation
 - Description of how the property boundaries are marked or can be identified on the ground for purposes of monitoring/inspection and enforcement
 - Monitoring/inspection reports from the most recent inspection visit
 - Evidence of how the organization resolved significant management issues, if any

Land Trust Alliance and Other Related Resources

- [Practice 12D](#)
- Standards and Practices Curriculum course, "[Caring for Land Trust Properties](#)" (chapter 4)