

Madison Audubon Society, Inc.
Site Inspection Report Form

The *Site Inspection Report Form* is part of the initial review of a new land project, and should be completed after the project has been reviewed to meet the *Project Selection Criteria* and before the *Land Project Assessment Form*. A properly completed *Site Inspection Report* involves three steps: 1) assembling information prior to visiting the site, 2) interviewing the landowner prior to or during the site visit, and 3) walking the property.

GENERAL INFORMATION

Property Name:

Landowner(s):

1. PRE-VISIT STEPS

This section completed by:

Date:

Prior to visiting the site, assemble the following information.

A. Maps and aerial photos available prior to or during visting? ☐ Yes ☐ No

If yes, list of maps provided:

If yes, where are maps now kept:

Field Notes:

B. Were ground photos provided by or received from landowner? ☐ Yes ☐ No

If yes, how many photos provided:

If yes, where are photos now kept:

Field Notes:

C. Soil Types (include soils map and description):

Field Notes:

D. Describe basic habitat types and estimated acreage for each (e.g., forest, sedge meadow, cultivated land, etc.):

Field Notes:

E. List other nearby MAS properties or easements, government, or privately protected lands:

Field Notes:

F. Describe basic uses of adjacent land (e.g., commercial, highway, farming).

Field Notes:

G. Is the area part of a larger similar area under protection/needing protection?

☐ Yes ☐ No

If yes, explain here:

Field Notes:

H. Access and Frontage

Does the property have public access? ☐ Yes ☐ No

If no, does the property have easement access? ☐ Yes ☐ No

Approximate # feet/miles frontage on:

Maintained public road:

Private road:

Unmaintained public road (Class VI):

Pond:

Lake:

River:

Does the property contain any private roads or third-party access easements? ☐ Yes ☐ No

If yes, explain:

Field Notes:

- I. Is it within the project boundary of a State Natural Area, Important Bird Area, Scenic Road, Historic or Natural Landmark, etc.?

☐ Yes ☐ No

If yes, explain:

Field Notes:

- ☐ Person conducting site visit has reviewed all the information above in preparation for site visit.

2. INTERVIEW WITH LANDOWNER

This section completed by:

Date:

Interview was conducted: ☐ In person ☐ Over Phone ☐ Over Email

A. Is a survey available for this land?

B. Are boundaries clearly marked?

C. Have there been any major natural or human-caused disturbances?

D. Are there any known environmental issues or problems?

E. Are there any unique features (aesthetic, cultural, archeological, geological)?

F. Are there any unique wildlife species or communities?

G. Are there any third-party easements or informal agreements in existence on the land?

H. What is the past land use and ownership?

I. Is the property or any portions of it enrolled in programs, such as Managed Forest Law or Wildlife Habitat Improvement Program?

J. *(If conservation easement only)* What rights does the landowner wish to retain, if any?

3. SITE VISIT

Inspection Completed by: _____ Date: _____

Landowner Present for walk-through: ☐ Yes ☐ No

Others Present: _____

Was the path walked and location of any new photos taken during the inspection noted on a map?

☐ Yes ☐ No

If yes, where is map now kept:

Photos taken during visit? ☐ Yes ☐ No

If yes, describe number of photos, locations, where the photos are stored, etc.:

A. Were you able to locate property boundaries? ☐ Yes ☐ No

If yes, describe markers seen:

B. List evidence of past disturbances (e.g., storm, fire, infestation):

C. List unique species or groups of species found during the site inspection.

D. Does the property contain any unique or outstanding features (e.g., plants, plant communities, geology, scenery, or other physical features; any historical, archaeological, or cultural significance)?

☐ Yes ☐ No

If yes, explain:

E. Does the property contain any lakes, springs, rivers, wetlands, etc.?

☐ Yes ☐ No

If yes, explain:

If yes, have any of these features been altered?

☐ Yes ☐ No

If yes, explain:

F. Does the property include any current forestry activities (e.g., Managed Forest Law Program, certified Tree Farm; species, types, quality, management status and history)?

☐ Yes ☐ No

If yes, explain:

G. Does the property include any current agricultural activities (e.g., crops, livestock; management status)?

☐ Yes ☐ No

If yes, explain:

H. Does the property include any other commercial or industrial activities?

☐ Yes ☐ No

If yes, explain:

K. Describe any buildings, structures, or improvements (e.g., type, size, condition, location, present use):

L. Do any of the following indicate a potential environmental hazard? Check all that apply.

☐ Interview with landowner

☐ Topographic maps

☐ Aerial photos – current

☐ Other (describe):

☐ Aerial photos - historical (give years):

M. Did you observe any of the following during your visit? Check all that apply. (Not a comprehensive list.)

- | | |
|--|--|
| <input type="checkbox"/> Stained soil or concrete | <input type="checkbox"/> Emission stack, chimney, or vent |
| <input type="checkbox"/> Vegetation damage | <input type="checkbox"/> Railroad tracks |
| <input type="checkbox"/> Foul or unusual odors | <input type="checkbox"/> Vehicle parking/storage |
| <input type="checkbox"/> Oily sheens or discoloration of surface water | <input type="checkbox"/> Soil disturbance |
| <input type="checkbox"/> Storage tank - above or below ground | <input type="checkbox"/> Signs of illegal dumping |
| <input type="checkbox"/> Surface pond or impoundment | <input type="checkbox"/> Signs of contamination in stream or other flowing surface water |
| <input type="checkbox"/> Incinerator | <input type="checkbox"/> Structures: check for asbestos, urea formaldehyde foam |
| <input type="checkbox"/> Waste dump, junk pile, storage pit | <input type="checkbox"/> Pipeline |
| <input type="checkbox"/> Disposal well or bed | <input type="checkbox"/> Other (describe): |
| <input type="checkbox"/> Storage drums or other containers | |
| <input type="checkbox"/> Wastewater outlet or pipe | |

N. After inspecting the site, is there reason to believe that this property would be unusually difficult to monitor or enforce (e.g., monitoring/enforcing specific land management terms and restrictions, a multitude of fractured ownerships, incidence of destructive trespassing, herbicide drift)?

☐ Yes ☐ No

If yes, explain:

O. Additional Notes:

P. Summary and Recommendation:

Approved by the MAS Board of Directors on April 3, 2017.