

March 19, 2015

«AddressBlock»

Re: Stewart Creek Stream Restoration-Easements

Dear «GreetingLine»:

My name is Stephanie Roberts and I am a project manager with Charlotte-Mecklenburg Storm Water Services (Storm Water Services). I am sending you this letter because you are a very important part of the proposed Stewart Creek Stream Restoration Project (Project). As part of the Project, the County will pay for improvements to a portion of your property along Stewart Creek! For the Project to proceed, we will need you to voluntarily sign an easement.

Enclosed with this letter is:

- a personalized easement,
- an easement map, which shows the necessary easement area, and
- an easement Frequently Asked Questions (FAQ) sheet.

Your property located at «Address_Line_1»«Address_Line_2» will be directly affected by the proposed stream enhancements on Stewart Creek. You are a crucial part of the planning phase of the Project, and Storm Water Services needs your participation in order for the project to be a success. The County will need easements from most of the private property owners in the Project boundary in order for the Project to be feasible.

The first of several community meetings to discuss the Project was held on December 4, 2014. Storm Water Services presented the benefits of the Project and the Project timeline. The purpose of the meeting was to gain input from residents, and for County staff to answer questions and share important project information. You will be invited to additional community meetings held throughout the multi-year planning and design process.

WHAT IS A STORM WATER EASEMENT?

The simplified answer is: **An easement is permission granted to the County by a property owner to access and use a portion of the property to repair, build, and/or maintain, a storm water project.**

The easements will be recorded with the Register of Deeds office and will permanently reside on the property. On many of the parcels that will be affected by the Project, easements will be fully contained within the existing Floodplain and Storm Water Improvement Maintenance (SWIM) buffer. In most cases, the project enhances the property with new landscaping, including trees and

plants, and reduces future land erosion. We **will not** condemn your property, you must give **permission** for us to access your property. Instructions for completing the easement can be found below.

Instructions for completing the easement

There are THREE (3) different methods to notarize the enclosed easement:

Method #1

1. Sign the easement in the presence of a licensed notary. Notaries normally charge a fee for the service. If you would like to have your easement notarized at no cost, the County provides free notarizing services, (see attached sheet)
2. Mail the easement back in the self-addressed stamped envelope

Method #2

1. Sign the easement in the presence of the project manager or an agent of the County
2. The project manager or agent will take the easement to a notary and affirm that the easement was signed in their presence

Method #3

1. Sign the easement in the presence of a County-provided notary (at no cost)
2. The County-provided notary will forward the signed easement to the project manager

The County has contracted with THC, Inc. to assist with contacting homeowners and executing easements. A representative from THC may contact you to set up a meeting, or to follow up on any questions you may have.

I would be happy to discuss the project in regards to your individual property and answer any questions and/or concerns you may have. If you are familiar with the proposed project, and are willing to participate, please follow the instructions above to complete the easement. If you are not familiar with the proposed project, and would like to speak or meet with me before completing the easement, please email me at Stephanie.roberts@mecklenburgcountync.gov or call me at 704-432-5766.

Sincerely,



Stephanie C. Roberts, P.E.
Project Manager
Charlotte-Mecklenburg Storm Water Services

List of Notaries

(The County will provide notarization of your easement free of charge; please call the notary to confirm they will be available)

**Hal Marshall Building
700 N. Tryon Street
Charlotte, NC 28202**

Basement

Melonee Brock
(704) 336-3728

First Floor

Kari Lanning
(704) 432-3852

Cheryl Dixon
(980) 314-3101

Second Floor

Vivian Love (Available after April 1)
(704) 336-6171