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****** See June 3, 2015 Design Memo ******
Inter-Departmental Memorandum

Date: August 27, 2008
To: Design Teams
From: Keith Purvis *CKP*
Roadway Design Division Engineer
Subject: Right-of-way Markers on Property Lines

When setting proposed Right-of-way limits, avoid placing a marker on a property line unless there is a reason to do so, such as at the beginning and ending of projects that tie to other ROW projects, or in order to avoid having to purchase a small parcel of property. When it is necessary to place a marker on a property line, a station and offset should be included in the description.

Prior to the field review stage, if proposed right-of-way limits are being set before a complete property survey is complete, it may be necessary to describe a ROW marker as "tie to property line" along with a station OR an offset.

Beginning at the field review stage, ROW markers will be described with a station AND an offset. If a marker is intended to be placed on a property line, the offset will be put in {brackets} to indicate this. As part of the field review process, if it is determined that one of these markers {with brackets on the offset} does NOT tie to a property line, it can be addressed in the final ROW plans. If this determination is made after the final ROW is printed, a revision can be requested by the ROW division.

This procedure will be followed on all projects that have not yet been developed to the field review stage.

pc: Roadway Design Section Engineers
Roadway Design Division (S. Reeves)
District Engineers
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file

