

FACILITIES DEVELOPMENT MANUAL

Wisconsin Department of Transportation

TABLE OF CONTENTS

Chapter 12: Right-of-Way Plat and Exhibit Development

Section 12-1 General

<u>12-1-1</u> Introduction
<u>1.1</u> Originator
1.2General
1.3When Is a Plat or Exhibit Needed?
1.4When to Use a Transportation Project Plat (TPP)
1.5When to Use a Traditional Right-of-Way Plat
1.6When to Use an Acquisition Exhibit
Attachment 1.1Policy to File or Record Transportation Project Plats
12-1-5Existing Features
5.1Access Control
5.2 Existing Manumentation
5.3Existing Monumentation
<u>5.4</u> Existing Right-of-Way <u>5.5</u> Existing Roadway Location
5.6Property Owners' Names and Descriptions
<u>5.7</u> Topography
5.8Utilities
12-1-10 Title Report
12-1-15 Types of Acquisition
<u>15.1</u> Fee
15.2Highway Easement
15.3Permanent Limited Easement
15.4Access Rights
15.5Temporary Limited Easement
<u>15.6</u> Scenic Easement <u>15.7</u> Restricted Development Easement
15.8Air Rights
15.9Advertising Rights
15.10Waterway Rights
15.11Order of Importance
15.12Covenants and Agreements
Attachment 15.1Waterway Example Plat
12-1-20 Encroachments on Highway Improvement Projects
20.1Definition
20.2Policy Statement
20.3 Procedures for Existing Encroachments
20.4Procedure for Permits 20.5Local Public Agency Projects
Attachment 20.1Revocable Occupancy Permit
12-1-25Surplus Lands on Highway Right-of-Way
25.1General
25.2Definition
25.3Projects to be Evaluated
25.4Process for Identification
25.5Evaluation Criteria for Right-of-Way
<u>12-1-30</u> Sign Control
12-1-35Right-of-Way GIS Modernization
Attachment 35.1R/W Modernization GIS Project Deliverables

Section 12-5 Making Right-of-Way Determinations

12-5-1 Determining Right-of-Way Needs

August 15, 2023 Page 1

<u>12-5-3</u> Acquisition Restrictions
<u>3.1</u> General
3.2Exceptions
3.3Application
12-5-5Access Control
5.1Research/Investigate Previous Access Control
5.2Determine Access Control Requirements for a Project
5.3Indicate Access Control on Right-of-Way Plat

Section 12-10 Transportation Project Plat Preparation

```
12-10-1 ...... Guidelines
               1.1....Introduction
               1.2....Detail Page
               1.3.....Accompanying Sheets
                1.4.....Quality Control and Closure Sheet
                1.5....Local Review
      Attachment 1.1.....Transportation Project Plat Example
      Attachment 1.2.....U.S. Public Land Survey System Information
      Attachment 1.3.....Right-of-Way Example
      Attachment 1.4......Access Control at Intersections on New Relocation
      Attachment 1.5..... Sample TPP Detail Page with Accompanying Title Sheet
      Attachment 1.6..... Sample Transportation Project Plat Closure Sheet
      Attachment 1.7.....Sample Easement Table Examples
      Attachment 1.8.....Sample Access Symbol Example
      Attachment 1.9.....Sample Accompanying Extension Sheet
      Attachment 1.10....Sample Accompanying Utility Sheet
12-10-3 ...... Using a Monumentation Plat to Establish Existing Right-of-Way
      Attachment 3.1.....Monumentation Plat Example
12-10-5 ...... Transportation Project Plat and Monumentation Checklists
               5.1.....Transportation Project Plat Checklist
               5.2.....Monumentation Plat Checklist
      Attachment 5.1.....Transportation Project Plat Checklist
      Attachment 5.2..... Monumentation Plat Checklist
12-10-10 .....Recording the Plat
                10.1.....Recording the Plat
12-10-15 ..... Amendments, Corrections, and Vacations
               15.1.....Introduction
                15.2.....Amendment Plat
                15.3.....Affidavit of Correction
               15.4......Vacation Orders or Notice of Non-Acquisition
               15.5.....Archive Files in Region Office
      Attachment 15.1....Transportation Project Plat - Amendment Plat
      Attachment 15.2....Transportation Project Plat - Affidavit of Correction
      Attachment 15.3....Transportation Project Plat - Vacation Order
      Attachment 15.4....Transportation Project Plat - Parcels - Vacation Order
      Attachment 15.5....Amendment Caption Example
12-10-20 ..... Description of Lands
               20.1.....Legal Description
      Attachment 20.1....Legal Description Verbiage
      Attachment 20.2....Legal Description Examples
12-10-25 ..... Plat Deliverables
```

Section 12-15 Traditional Right-of-Way Plat Preparation

12-15-1Guidelines	
<u>1.1</u>	Introduction
<u>1.2</u>	Title Sheet
<u>1.3</u>	Schedule of Lands and Interests Required Sheet
<u>1.4</u>	Layout Sheet
<u>1.5</u>	Detail Sheet
1.6	Access Control
<u>1.7</u>	Trans 233 Information

FDM Chapter 12 Table of Contents

Attachment 1.1.....Sample Title Sheet Attachment 1.2..... Sample Schedule of Lands & Interests Required Sheet Attachment 1.3.....Sample Layout Sheet Attachment 1.4.....Sample Detail Sheet Attachment 1.5.....Sample Single-Sheet R/W Plat Attachment 1.6.....U.S. Public Land Survey System Information Attachment 1.7.....Right-of-Way Example Attachment 1.8.....Access Control at Intersections on New Relocation Attachment 1.9..... Easement Table Examples 12-15-5Using the Plan as a Plat 5.1Guidelines 5.2Requirements 5.3.....Storage and Retrieval 12-15-10 Right-of-Way Plat Workflow and Checklist Attachment 10.1 Right-of-Way Plat Workflow and Checklist 12-15-15 Revision of Plats Attachment 15.1....Sample Record of Plat Revisions 12-15-20 Description of Lands 20.1.....General 20.2.....Sample Descriptions Attachment 20.1....Description Examples 12-15-25Plat Deliverables

Section 12-20 Acquisition Exhibit Preparation

12-20-1Introduction	
<u>1.1</u>	TLE Acquisition Exhibit
<u>1.2</u>	Early Acquisition Total Buyout/Protective Purchase Exhibit
Attachment 1.1	TLE Acquisition Exhibit for Conveyance (urban)
Attachment 1.2	TLE Acquisition Exhibit for Conveyance (rural)
Attachment 1.3	TLE Acquisition Exhibit for Plan
Attachment 1.4	Total Buyout/Protective Purchase Exhibit
Attachment 1.5	Legal Description Examples