

PROJECT NUMBER:

CONSULTANT:

PROJECT NAME:

TASK ORDER NO.:

CFL PROJECT MANAGER:

REVIEW COMPLETION DATE:

| R2 ROW BOUNDARY COMPILATION CHECKLIST "INITIAL" in block or indicate "N/A" to indicate those elements reviewed | INITIALS | |
|---|-------------------|----------------|
| | ORIGINATOR | CHECKER |
| INTRODUCTION | | |
| This document is a guide for the compiling of title and survey data in order to assemble a comprehensive property boundary map to be used as a base for property acquisitions on CFLHD projects. Attachment "A" refers to a preliminary exhibit prepared by FHWA or one of its contractors. | | |
| COMPILE TITLE SEARCH AND FIELD SURVEY DATA | | |
| Review record document sets obtained from the title research: | | |
| Include public land data (General Land Office, Bureau of Land Management, Forest Service), and other governmental agencies' information pertinent to the project. | | |
| All parcels, in whole or part, affected by the project | | |
| The complete subdivision perimeter of all platted subdivisions, which contain in whole or in part, any of the parcels itemized on Attachment "A". | | |
| All easements, rights of way, or other appurtenances that cross, intersect, run with or along the existing road, or are within a corridor 100 feet from the existing roadway. | | |
| Determine the consistency and completeness of the data by plotting and compiling available recorded information, based on the location of evidence located by field surveys. | | |
| Resolve property boundary location based on both field ties to property evidence and the recorded data. | | |
| Develop and document conclusions as to the completeness of the data. Identify inconsistencies, conflicts and ambiguities in the recorded information and between the recorded and field data. | | |
| Recommend areas that may require additional title research and/or field ties to property evidence. | | |
| DEVELOP ELECTRONIC CADD FILE IN MICROSTATION | | |
| Develop an electronic compilation that includes: | | |
| The location of all parcel boundary lines and subdivision perimeters, within the limits of work for the project represented by a single line with line style and annotation as defined by CFLHD CADD standards. | | |
| Multiple lines may be used to indicate boundary lines that are irresolvable with available data. | | |
| Show details of irresolvable discrepancies of significant magnitude in a detail inset or separate sheet with a description of conflicts or ambiguities. | | |
| The location and width of the existing road right of way for the project. Identify those areas that do not have recorded right of way widths with an annotation explaining how the acquiring agency (usually a local county) defines the existing right of way. Annotate the existing right of way to indicate whether it is of record or a prescriptive right. | | |
| The location and width of all road rights of way that intersect the project road, in the area described as the limits of work. | | |
| The location and widths of all easements and other rights of way. Annotate each stating its respective purpose and include a reference to the record book and page number at which they appear. Note records that are found to be defective or ambiguous to the point of being irreconcilable in a summary report. | | |
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| Annotate lines representing property lines, easements, or other appurtenances. | | |
| Platted or record setback lines, improvement restriction lines, zoning restrictions or covenants which are pertinent to the project, as revealed by the available records. Annotate each line as necessary to clearly describe the location and purpose. If annotation leads to the cluttering of the sheets, course tables are recommended. | | |
| Annotate each parcel to show: | | |
| The recorded owner's name. | | |
| The tax map and parcel number. | | |
| The Book and Page or Reception Number, or other references describing where the deed and survey record, if applicable, are filed with the county. | | |
| Annotate all property lines which will appear on the preliminary right of way plan sheets to show record bearings and distances, as well as field measured bearings and distances, where the monuments at each end of the line were field tied. If annotation leads to the cluttering of the sheets then course tables are recommended. | | |
| Note areas of potential boundary conflicts, indeterminate locations of boundary lines, overlaps or gaps caused by conflicting title information or inconsistencies between title and field evidence. | | |
| Analyze control and ties to property evidence to determine proper rotation and translation for recorded data. Recommend areas that may require additional field ties to resolve boundary problems. | | |
| If research reveals additional parcels, make provisions for additional research. | | |
| Prepare a summary report noting boundary conflicts, ambiguities, and problems that cannot be reconciled without additional research and field investigation. | | |
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| WORK PERFORMANCE SPECIFICATIONS AND QUALITY STANDARDS | | |
| The final comprehensive boundary map provides an accurate portrayal of property lines, ownership, existing right of way and other rights or interests that may be impacted by this project. The map will be used to determine the parcels necessary for right of way acquisition for this project and compensation due to the landowners. | | |
| Conform to applicable state statutes, professional standards, and those standards and specifications as required by the CFLHD in the development of this compilation and subsequent right of way plans and legal descriptions. | | |
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