

New Right of Way Plan Checklist

The following checklist is provided as an aid to completing a new right of way plan based on Section 25.4 of the Local Agency Guidelines and WAC 332-130.

- _____ A vicinity map showing the project limits and total parcel details for parcels too large to show on the individual plan sheet.
- _____ The survey line or centerline of the alignment.
- _____ The old and new RW limits with sufficient ties to the survey line to allow a legal description to be written for all rights to be acquired.
- _____ Show all rights to be acquired including fee simple acquisitions, permanent easements and temporary easements. Include advanced acquisition parcels.
- _____ The total ownership boundaries of all parcels showing all rights to be acquired.
- _____ The parcel identification number.
- _____ Verify that the legal description of each parcel has been plotted correctly.
- _____ The calculated area of the parcel(s) to be acquired.
- _____ The calculated area of the remainder.
- _____ Make sure the total, right of way and remainder areas add up correctly.
- _____ Make sure the curve data is correct and matches the information and stationing on the plan.
- _____ Any improvements within 100' of the existing RW line.
- _____ Cross reference notes to existing RW plans, Records of Survey or other documentation.
- _____ Label grade intersection stations.
Provide necessary backup calculations and title reports.

Verify that the requirements of WAC 332-130 have been met, including:

_____Basis of Bearing

_____North Arrow

_____Text size

_____No shading on the plan.

_____Identification of corners used to control the alignment

_____A description of all monuments shown