

From: Dan Miller

Sent: Tuesday, June 29, 2004

Subject: Documenting Newly Set Existing R/W Monumentation

The following is applicable concerning the above subject when a separate stand-alone corridor survey and drawing are being done.

When a corridor survey is being done for a portion of highway, and separate, but related, R/W plans project, or projects, are being prepared for shorter portions of the highway contained within the limits of the corridor survey, this is how we will show or do the monumentation documentation.

For setting any missing existing R/W monuments in a) the areas outside of the construction project(s), and b) inside the construction project limits where no new R/W is anticipated, the On-Call will set the final (drivable) monuments before the acceptance of the corridor survey, and show the monuments that were set. Then the survey will be reviewed, accepted and placed in the File Room, and be listed in the Index Book. No references to the construction and/or R/W plans project(s) will be made on the corridor survey.

In some instances, the On-Call may also be requested to set missing existing R/W monuments for areas within the construction project limits where new R/W for the construction project is anticipated to supersede the existing R/W. For this situation the decision will be on a project-by-project basis, depending on the combination of mainly 2 factors - the number of locations that would be monumented, and, how far away in time is the beginning of construction. At one end of the scale, if the number of these locations is small, and the construction is still several years or more away, we will set the existing r/w monuments. At the other end of the scale, if the number of locations is large, and the construction will begin within the year, then the existing r/w monuments will not be set.

The preceding paragraphs concerned the setting and documentation of monuments on the existing R/W lines, in the areas described above. The below paragraphs are concerned with completing the rest of the monumentation documentation procedure, when monuments will be set along the new R/W lines for the construction projects, which will typically be done at a later time than the above existing R/W monumentation.

For documenting the R/W monumentation that is set for the new R/W that is needed for the individual R/W plans project(s) that are associated with the corridor survey, the normal procedure will be followed. When the R/W plans are accepted, they will also then be listed in the index book. When the final new R/W monumentation has been set for the project, then the On-Call will complete the monumentation survey drawings and they will then be added to the R/W plan set.

In this scenario where the survey that was utilized for a R/W plans project is a separate and stand-alone product, the R/W plans should contain a note on each plan sheet that refers to the corridor survey and it's project number as being the basis of the survey for the R/W plans.