

## CHAPTER 2F - RIGHT OF WAY PLAN DEVELOPMENT

### SECTION 2F - 1 - REVIEW OF PLANS

#### CHECK FOR ACCURACY AND COMPLETENESS

Right of Way Plans are to be developed in accordance with the VDOT [Survey Manual](#), Chapter 12 and the VDOT [CADD Manual](#) Chapter 5. Also see Index of Sheets in Chapter 2H, [Figure 2H-4](#).

Prior to submitting the plans for [approval for right of way acquisition](#), the designer is to carefully review the plans for accuracy and completeness. This is to include, but not be limited to, a check of [construction limits](#), [right of way lines](#), alignments, grades, [typical sections](#), drainage, etc. All public hearing and field inspection recommendations accepted are to be included on the plans.

The following note is to be added all plan and profile sheets including the title and detail sheets; "THESE PLANS ARE UNFINISHED AND ARE NOT TO BE USED FOR ANY TYPE OF CONSTRUCTION."

#### PRELIMINARY RIGHT OF WAY DATA SHEET

A Preliminary Right of Way Data Sheet will be included with all projects requiring right of way for construction. Projects must include data indicating the total area, fee taking, fee remainder, and the area of permanent and temporary easements. This information is furnished by the Designer and is recorded on a Preliminary Right of Way Data Sheet (See Chapter 2H, [Figure 2H-5](#)), prior to Public Hearing. Once the Utility Field Inspection commences the Survey Section takes ownership of the sheet.

All proffers will be denoted (Yes or No) on the Right of Way Data Sheet in the "Proffers" column.

#### FINAL RIGHT OF WAY DATA SHEET

The Final Right of Way Data Sheet will be included with all projects requiring right of way for construction. The Survey Section in Location and Design Division will check all data indicating the total area, fee taking, fee remainder, and the area of permanent and temporary easements.

#### PARCEL NUMBERS AND DEMOLITION NUMBERS ON PLANS

Each parcel from which right of way or easement to be acquired must be assigned a parcel number and each building, well, "significant" sign or other "significant" improvement to be removed must be assigned a demolition number (D-1, D-2, etc.). A sign or other improvement is deemed "significant" if equipment other than that normally required to clear the parcel will be needed to demolish or remove the structure. This will be determined by the Right of Way Division with assistance from other divisions as necessary.

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\* Rev. 7/15