# Best Practices for Documenting the Establishment of the Existing Right-of-Way Baselines and Existing Right-of-Way Mosaic

It has been agreed upon between the DelDOT Design Groups (Bridge Design, Project Development North, and Project Development South) and DelDOT Team Support that the following Best Practices will be followed to document the establishment of the existing right-of-way baselines and the existing right-of-way mosaic on all contracts being designed by DelDOT internal staff.

## Existing Right-of-Way Baselines

- The designer shall list the relevant contracts that were utilized to establish the existing right-of-way information within the current contract limits on the Right-of-Way Title Sheet, under the "Associated Contracts" section.

- The relevant contracts included under the "Associated Contracts" section are to be listed in chronological order, from oldest contract appearing at the top of the list to newest contract appearing at the bottom of the list.

- Within the right-of-way design file (RW.dgn), and on the RW_X_Design Notes level, the designer shall reference the relevant contract number(s) that were utilized to establish the existing right-of-way baselines for the current contract. If multiple contracts are utilized in the establishment of the existing right-of-way baselines, make note of which contract was used for each baseline being established in the current contract.

  Example:

  After reviewing the relevant contracts that fell within the contract limits, it was determined that the information provided within contract number 88-063-06 was accurate for the establishment of the right-of-way baselines for the following roadways:
  - Angola Road (S277)
  - Robinsonville Road (S277)

It was also determined that information provided within contract number 69-010-05 was accurate for the establishment of the right-of-way baseline for the following roadway:

- John J. Williams Highway - SR24 (S024)

- Within the right-of-way design file (RW.dgn), and on the RW_X_Design Notes level, the designer shall reference the relevant found monumentation (CM, IP, Etc.) utilized in establishing the existing right-of-way baselines in the current contract. References shall be made in the general vicinity of the found monumentation for easy identification during the review process.

  Example:

  Held this found concrete monument CM-1523 for the establishment of the tangent section of Angola Road. (Note to be placed in the general vicinity of the found concrete monument.)

  Held this found iron pipe (IP-2469) for the establishment of the tangent section of Angola Road. (Note to be placed in the general vicinity of the found iron pipe.)

- Within the right-of-way design file (RW.dgn), and on the RW_X_Design Notes level, the designer shall note how the found monumentation was used to establish the existing right-of-way baselines.

  Example:

  Utilizing found CM-1523 and found IP-2469 along Angola Road, the existing right-of-way baseline tangent for Angola Road was created by offsetting a line through found CM-1523 and found IP-2469 by 50' as indicated in contract 88-063-06.

# Best Practices for Documenting the Establishment of the Existing Right-of-Way Baselines and Existing Right-of-Way Mosaic

Utilizing the information within contract 88-063-06, the remaining segments of Angola Road, along with stationing, were established from the tangent line that was tied to the found monumentation.

## Existing Right-of-Way Mosaic

- Within the right-of-way design file (RW.dgn), and on the RW_X_Design Notes level, the designer shall note the following items, if applicable, for each parcel within the contract limits:

    o Closure Error and Resolution – After establishing the boundary of the parcel as per the information supplied by Team Support, note the closure error that occurred due to the original source of information utilized to generate the boundary of the parcel (Deed, will record, plat. etc.). Also, note how this closure error was resolved in the final line work presented in the right-of-way design file (RW.dgn).

    Example:
    Closure Error: 0.10' as per Deed 1234-24

    Example No. 1:
    Resolution: Held the frontage interior angles and forced the closure error to the rear of the parcel by adjusting the rear property line bearing and distance.

    Example No. 2
    Resolution: Deed 3456-69 was found to have a bearing of N29^-15'-15"E for the rear-most property line, and Plat #3232 was found to have a bearing of N29^-15'-15.32"E for the same property line. The bearing for this line found in the plat was held since it was more precise and closed the parcel without a closure error.

- o Gaps and Overlap Resolution – After establishing the parcel as per the information supplied by Team Support (deed, will record, plat, etc.) if a gap or overlap condition results, note how the gap, or overlap issue was resolved.

  Example:

  After reviewing the gap issue and supporting parcel documentation for this contract with Team Support, it was decided that this parcel should have its interior angle adjusted to compliment the interior angle of the adjacent parcel to resolve the gap issue. Discussed gap issue with Kelly Katz on 01-14-2023.

- o Other Adjustments – The designer will note any other type of adjustments or layout decisions that were made while establishing the individual parcels or existing right-of-way mosaic. This could include junior/senior rights as parcels were subdivided from the main parcel of interest.