The Delaware Department of Transportation (DelDOT) Team Support Section is in the process of creating a "**_Team Support Manual_**". This new manual will provide information related to the development of Right-of-Way Plans for DelDOT projects. It is anticipated that this manual will be completed by the end of 2020.

Until the new "Team Support Manual" has been completed, this document has been assembled to provide information related to the development of Right-of-Way Plans. This document also captures some of the most Frequently Asked Question (FAQs) related to the development of Right-of-Way Plans.

General
GN-Q1: Where can I obtain more information related to what information should be displayed within the DelDOT Right-of-Way Plans and how the information should be displayed within the various sheet types?
GN-A1: More information related to the creation of Right-of-Way Plans can be found in the "Right-of-Way Plan Submission Checklist" and the "Example Right-of-Way Plans" which can be found on the DelDOT Design Resource Center (DRC).

GN-Q2: What "roadway" label(s) get placed along the mainline and side street alignments?
GN-A2: Except for the Right-of-Way Mosaic sheet, mainline and side street alignments shall be labeled on all plan sheets with their common road name (No Maintenance Roads Numbers). On the Right-of-Way Mosaic Sheet, mainline and side street alignments shall be labeled with their common road name AND the appropriate Maintenance Road Number.

GN-Q3: When are Parcel Impact Forms required?
GN-A3: Parcel Impact Forms are required with plan submissions that include 25 or more parcels.

Title Sheet
The Right-of-Way Plans Title sheet has been totally revamped, to bring this sheet more in line with the Title sheet for the Construction Plans. This revamped sheet has generated the following questions:

TS-Q1: Who signs, seals, and dates the "Prepared By" block on the Right-of-Way Title sheet?
TS-A1: The Engineer of Record who created the right-of-way content within the Right-of-Way Plan set will sign, seal, and date this block. If the content creator is not a licensed Professional Engineer (PE) or Professional Licensed Surveyor (PLS), then the PE or PLS in direct supervision shall sign, seal and date the Right-of-Way Title sheet.

TS-Q2: Who signs and dates the "Approved as to Process" block on the Right-of-Way Title sheet?
TS-A2: The DelDOT Group Engineer, ROW Engineering will sign and date this block when all items on the "Right-of-Way Plan Submission Checklist" have been completed and verified.

TS-Q3: How can I tell if I have the "Final" set of Right-of-Way Plans?
TS-A3: The Right-of-Way Plans are in a "Final" state after the Group Engineer, ROW Engineering has signed and dated the "Approved as to Process" block on the Right-of-Way Title Sheet. Note: The user will also need to review the "Revisions" sheet, within the Right-of-Way Plans to determine if any revisions have been made to the Plans after the Group Engineer signed the Title Sheet.

Revision Sheet

RV-Q1: How are Right-of-Way Plan revisions accounted for within the Right-of-Way Plan Set?

RV-A1: As with the Construction Plan set sheets, as individual sheets need to be revised, the sheet revisions are made and identified in the "Revision" block on the individual sheet that needs to be revised. In addition to the individual sheet revision "accounting", the revisions are also tracked on the Revisions sheet within the Right-of-Way Plan set. Each revision shall be approved by the Group Engineer, ROW Engineering as indicated in the "Right-of-Way Revision Seal, Signature, and Date" block.

Legend Sheet

LG-Q1: Should the Right-of-Way related line work on the Legend sheet be colorized to match the line work on the Right-of-Way Plan sheets?

LG-A1: Yes, the Legend sheet has been created by the DelDOT CADD Section to plot with the appropriate colorized line work to match the Right-of-Way Plan sheets, provided the designer utilizes the correct design script during the plotting process (deldot_plans.dscript).

LG-Q2: Is the Legend sheet for Right-of-Way Plans the same as the Legend sheet for Construction Plans?

LG-A2: No. the Legend sheet for Right-of-Way Plan sets is completely different. The correct MicroStation seed file to be used for creation of the Legend sheet for Right-of-Way Plans is "RL.dgn".

Right-of-Way Mosaic Sheet

MO-Q2: Are all the project parcels to be annotated with 1-L, 2L, 1-R, 2-R, etc.?

MO-A2: No, the Team Support and Real Estate sections have decided to go with strictly a numerical identification system, eliminating the use of "L" and "R" within the identifiers. All project parcels should be numbered sequentially as they follow the alignment in a south to north, or west to east direction. Please consult with the Team Support and Real Estate sections for additional information related to the parcel identification system.

MO-Q3: Is DelDOT continuing the use of the "Begin Acquisition" and "End Acquisition" labels?

MO-A3: No, DelDOT has decided to discontinue the use of these labels within the Right-of-Way Plan set.

MO-Q4: Are proposed impacts to parcels being displayed and shaded on the Right-of-Way Mosaic sheets?

MO-A4: No, the proposed impacts are not being displayed or shaded on the Right-of-Way Mosaic sheets. DelDOT reserves the right deviate from this standard practice on larger scale projects where potential total acquisitions may need to be identified within the Right-of-Way Plan set.

MO-Q5: Is DelDOT continuing the use of the "Ownership of Record" table on the Right-of-Way Mosaic sheet?

MO-A5: Yes, but the content is limited to the Parcel Identifier (ID), Owner Name, and County Assessment information. The DelDOT CADD Resources contain this schedule, within the RW.cel cell library.

Right-of-Way Plan Sheet(s)

RW-Q1: How should the existing right-of-way lines be dimensioned on the Right-of-Way Plan sheets?

RW-A1: The Example Right-of-Way Plans, found on the DelDOT Design Resources Center (DRC) clearly demonstrates the appropriate method for dimensioning existing right-of-way lines. In general, existing right-of-way lines that are parallel to the Construction and or Right-of-Way baseline shall be dimensioned near each Match Line, per plan sheet. When right-of-way offset are introduced, the new parallel offset shall be dimensioned. It is not necessary, or suggested, to dimension every jog or kink along the existing right-of-way.

RW-Q2: How should proposed right-of-way lines and impacts to parcels be dimensioned on the Right-of-Way Plan sheets?

RW-A2: The Example Right-of-Way Plans, found on the DelDOT Design Resources Center (DRC) clearly demonstrate the appropriate method for dimensioning the proposed right of way lines and impacts to parcels. In general, the proposed right-of-way lines and impacts to parcels will be annotated with a "coordinate point" at each corner or change in direction along the property that contains the impact. The point information for these impacts is detailed out on the Right-of-Way data sheets.

RW-Q3: Should the proposed construction line work appear within the Right-of-Way Plans?

RW-A3: No. The proposed construction line work only appears within the Construction Plan set. Should questions arise pertaining to the proposed construction elements, the Construction Plans shall be consulted to address those questions.

RW-Q4: Should the right-of-way related line work and property lines be colorized within the Right-of-Way Plan sheets?

RW-A4: Yes, the existing and proposed line work shall be colorized within the Right-of-Way Plan sheets. The DelDOT CADD resources have been created to colorize the right-of-way line work appropriately, provided the designer utilizes the correct design script during the plotting process (deldot_plans.dscript).