

Policy to File or Record Transportation Project Plats

It shall be the policy of WIDOT to file or record all Transportation Project Plats (TPP) at the County Register of Deeds Office. The subsequent purchase of land interests shall be by a deed referencing the filed or recorded plat and parcel number. This policy shall apply to all new right-of-way whether on new location or abutting existing right-of-way.

All right-of-way needs should be determined and all appraisal contacts or appraisals should be made prior to filing or recording each Transportation Project Plat in accordance with ss. 84.095. Every effort shall be made to reduce the number of revisions to a previously filed or recorded plat. It is anticipated that staff familiar with the project and the right-of-way needs will contact each affected landowner prior to recording a Transportation Project Plat to discuss potential right-of-way needs and solicit concerns in order to minimize future changes.

Application of This Policy

Transportation Project Plats shall be used on all state highway, US highway, and interstate highway acquisitions with the following exceptions:

1. Highway improvement projects prepared by internal staff in which the Design Study Report was approved prior to July 1, 2003.
2. Highway improvement projects under contract with a consultant prior to July 1, 2003.
3. Projects which require only temporary interest.
4. Early acquisitions, which may be done by utilizing other instruments such as tax key maps or other instruments which will be later incorporated into a Transportation Project Plat.
5. Connecting highways.

A Transportation Project Plat is optional for the above exemptions, but is not required. Other exemptions will be considered on a case-by-case basis with approval of the Chief Surveying and Mapping Engineer in the BHD Surveying and Mapping Section.

Approved by John Haverberg Date 03/07/03
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