

Transportation Project Plat Checklist

Project ID: _____

Sheet Number: _____

N/A = Not Applicable, Item may not apply to TPP Sheet or Project Requirements

Title Sheet

If title sheet is not used with project then the underlined items must be incorporated into each detail sheet

- _____ Sheet size (22" x 30") or (22" x 34")
- _____ Title sheet must be sheet "2 of 2" of first recorded detail sheet
- _____ Project identification number
- _____ Project title & subtitle
- _____ Highway & County
- _____ Project location sketch
- _____ Scale (under project location map)
- _____ State map with County shaded (optional)
- _____ North arrow
- _____ Coordinate system reference, PLSS boundary reference
- _____ Conventional signs and abbreviations
- _____ Existing Right-of-Way Note
- _____ Right-of-Way dimension note
- _____ Monumentation note (type and size)
- _____ Property line disclaimer
- _____ Temporary Limited Easement note (if applicable)
- _____ Permanent Limited Easement note (if applicable)
- _____ Highway Easement note (if applicable)

Detail Sheet

- _____ Sheet size (22" x 30") or (22" x 34")
- _____ Scale
- _____ North arrow
- _____ Project identification number – sheet number
- _____ Project title & subtitle
- _____ Relocation order legal description
- _____ Relocation order (official order or resolution)
- _____ Reference to title sheet (if title sheet is used with project)
- _____ Section corners (type, size, and coordinates)
- _____ Quarter-quarter designations
- _____ Ties to public land system
- _____ Existing Right-of-Way
- _____ Schedule of lands and interests (optional - leave every 5th parcel number empty for additions)
- _____ All acquisition interests

- _____ Parcel numbers assigned to each parcel depicted on TPP
- _____ New reference lines (bearings and stationing)
- _____ Alignment and curve data for new reference lines (coordinates for all P.I.'s)
- _____ Highway and side road names
- _____ Reference to existing alignment (existing R/W widths)
- _____ Existing property monumentation (e.g., 1" I.P.)
- _____ Existing Certified Survey Map identification (CSM number, lot number, volume, page, and document number)
- _____ Reference to recorded surveys (subdivisions, assessor plats, TPPs, etc.)
- _____ Coordinate system reference, PLSS boundary reference note
- _____ Surveyor's certificate and stamp
- _____ Plat preparer's signature and date
- _____ Region approval signature and date
- _____ Register of Deeds recording block
- _____ Station and outs (table format optional)
- _____ New Right-of-Way monumentation (type and size)
- _____ Bearings and distances along all r/w boundaries (course table if needed)
- _____ Boundary point labels
- _____ Existing property lines, property "Z"s, and property line labels "P.L."
- _____ Existing buildings and utility features
- _____ Distance to buildings from proposed Right-of-Way
- _____ All buildings to be removed
- _____ Hatching for all interests
- _____ Town, City, Village, and County designations
- _____ Alignment equations and side road equalities (e.g. PI 124+50.00"P" = 500+00.00)
- _____ Label landlocked parcels
- _____ Sheet location sketch (showing north arrow, Town and Range designations)
- _____ Compensable and non-compensable utility interests
- _____ Ownership and recording information (volume, page, document number, and parcel affected) for all existing utility easements
- _____ Location and recording information (volume, page, document number, and parcel affected) for all other existing easements
- _____ Access control, Existing and Proposed
- _____ Trans 233 information including access restrictions and vision corners; including "Trans 233 Restrictions Apply" notation
- _____ Waterways that are also property lines (show P.L. and waterway name)
- _____ Off premise signs and schedule of sign ownership
- _____ Reference line stations of intersecting section lines
- _____ Historical basis for R/W (note or table)
- _____ Property owner name disclaimer
- _____ Historical basis for existing access control (note or table)
- _____ Closed traverse of exterior R/W boundaries (bearings & distances)
- _____ Appraisal plat date

Additional Submittal Requirements

- _____ A signed, stamped and dated 22" x 34" or 22" x 34" .PDF file with dated coordinate sheet.
- _____ A 22" x 34" or 22" x 30" color .PDF file for utilities.
- _____ A signed and dated TPP checklist for each plat sheet.
- _____ A closure/precision report for each TPP plat sheet. (See [FDM 12-10 Attachment 1.7](#))
- _____ Digital copies of all legal descriptions in .docx format.
- _____ Digital copies of all TPP sheets in C3D e-transmit file using the format titled "Typical C3D Project Folder Structure for Right-of-Way Plats".

Signature: _____

(Name of PLS stamping plat)

(Consultant Only)

Date: _____

Signature: _____

(WisDOT Project Manager)

Date: _____