Welcome to District 6-0
<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Phone Number</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Traffic Services Manager</td>
<td>Fran Hanney</td>
<td>610.205.6560</td>
<td><a href="mailto:fhanney@pa.gov">fhanney@pa.gov</a></td>
</tr>
<tr>
<td>District Permits Manager</td>
<td>Matthew Miele</td>
<td>610.205.6795</td>
<td><a href="mailto:mmiele@pa.gov">mmiele@pa.gov</a></td>
</tr>
<tr>
<td>Right-of-Way Administrator</td>
<td>Matthew Kulpa</td>
<td>610.205.6510</td>
<td><a href="mailto:mkulpa@pa.gov">mkulpa@pa.gov</a></td>
</tr>
<tr>
<td>Chief of Surveys</td>
<td>Richard Shewman</td>
<td>610.205.6548</td>
<td><a href="mailto:rsheorman@pa.gov">rsheorman@pa.gov</a></td>
</tr>
<tr>
<td>Permits Clerical Supervisor</td>
<td>Mary Ellen Culhane</td>
<td>610.205.6825</td>
<td><a href="mailto:mculhane@pa.gov">mculhane@pa.gov</a></td>
</tr>
</tbody>
</table>
Why are we here?

Remind everyone that Right-of-Way is important, it is a critical path item that should not be an after thought

Recommend that designers include the Right-of-Way plan process as part of their proposal to their clients

Inform designers what the District is looking for in Right-of-Way plans so that submissions can be approved in fewer cycles
Right-of-Way is not an obstacle unless and until proven to be so
What does this mean?

Traffic impacts and required mitigation of those impacts are identified in the TIS. Then needed Right-of-Way is identified to construct the improvements.

Applicant must attempt to acquire Right-of-Way by amicable means based on an appraisal plus restoration and a small inducement for the inconvenience

If after reasonable attempts based on the approach above, Right-of-Way cannot be acquired, please submit the documentation to the Department for review. Alternative mitigation may be required.
WHAT IS SO DIFFERENT ABOUT THE DISTRICT 6-0 RIGHT–OF–WAY PROCESS?

Allows for HOP issuance prior to full Right-of-Way plan

Still requires M950D-1 to be recorded prior to HOP issuance as well as all other requirements

Conditions the HOP to require Right-of-Way plan submission within 60 days of HOP issuance

DISCLAIMER- This modification is only for District 6-0, you must follow the guidance set forth in Publication 282
Condition

THIS PERMIT WILL NOT BE CLOSED OUT UNTIL THE PERMITTEE HAS SUPPLIED THE DEPARTMENT WITH AN APPROVED AND RECORDED SET OF RIGHT-OF-WAY (ROW) DEDICATION PLANS. FURTHER, THE FORMAL ROW DEDICATION PLANS MUST BE SUBMITTED WITHIN SIXTY (60) DAYS OF HOP ISSUANCE. THE DEPARTMENT WILL NOT ACCEPT REQUESTS FOR PERMIT CLOSE OUT NOR RELEASE OF ESCROW UNTIL THE FORMAL ROW PLANS ARE PROVIDED TO THE DISTRICT PERMITS MANAGER (MATT MIELE, P.E.) AND FORMALLY APPROVED BY THE DISTRICT ROW ADMINISTRATOR (MATT KULPA). BE AWARE THAT THE LETTER OF CREDIT WILL NOT BE REDUCED TO 20% NOR WILL THE TWO (2) YEAR WARRANTY PERIOD BEGIN UNTIL THE RIGHT-OF-WAY PLANS ARE APPROVED BY THE DISTRICT, SENT TO HARRISBURG FOR THE SECRETARY’S SIGNATURE, AND ULTIMATELY RECORDED IN THE COUNTY COURTHOUSE. THE PERMITTEE IS RESPONSIBLE FOR THE PREPARATION OF THESE PLANS IN ACCORDANCE WITH PUBLICATION 14M (DM-3), CHAPTER 3 “RIGHT-OF-WAY PLANS” AND PENNDOT SOL 484-13-17 ("REVISION TO RIGHT-OF-WAY PLAN TITLE SHEET" DATED AUGUST 12, 2013) AND IS RESPONSIBLE FOR THE RECORDING OF THESE PLANS.
SHORT PROCESS – DISTRICT 6-0 RIGHT-OF-WAY

PRIOR TO HOP ISSUANCE

- Prepare M950D1 and exhibits
- Have PennDOT District Permit Manager sign Certificate of Residency
- Have M950D1 and exhibits recorded
- Upload Recorded M950D1 into EPS (HOP will be issued)

AFTER HOP ISSUANCE

- Submit 3 sets of full size ROW plans and all other documentation as per Design Manual Part 3 to Permits office (Mary Ellen Culhane)
- Review by ROW (Matt Kulpa)
- Review by Central Office to Be Determined (Rich Shewman)
- Submit Mylar / Paper to District (Mary Ellen Culhane)
- Plans/microfilm get recorded by permittee
Frequently Asked Questions

Submission (what, where, how many, review time)?

Three hard copy submissions that include: a full size set of Right-of-Way plans in accordance with Publication 14 (Design Manual Part 3), all previously recorded documents such as M950-D1, deed showing property ownership, any title search documentation, letter form surveyor attesting that reference markers have been installed and three transmittal sheets addressed to each reviewer (ROW- Matt Kulpa, Central Office- To Be Determined, Surveyor- Rich Shewman) submitted to: Permits Unit, 7000 Geerdes Blvd, King of Prussia, PA 19406. The Department tries to perform reviews within 30 days. However, review times vary based on work load and complexity of the project.

Why is this process necessary?

Although the Department has acquired the Right-of-Way already through the M950D1 process, the Department requires that Right-of-Way plans be prepared in accordance with Publication 14M (Design Manual Part 3) for Departmental record keeping purposes.

When should I start the process?

ASAP. Failure to complete Right-of-Way plans will result in the Department not allowing work to begin and/or the retention of restoration security (Letter of Credit).

Who do I call if I have questions?

For status contact Matthew Miele, District Permits Manager. For review questions, contact the reviewer making the comments.
How will comments be sent back?
All “official” returns will be returned by the Permits Unit. The returns will be made via hard copy (could be printed email). Engineers are welcome to work with reviewers directly. However, since the Permits Unit is the central point of contact, all official submissions MUST be submitted, via hardcopy, to the Permits Unit.

Are there any fees associated with review? Why isn’t the review done through EPS?
There is no fee for the review of Right-of-Way plans. The process consists of submissions being sent back and forth numerous times and the EPS system does not have a module set up that adequately, in our opinion, addresses the project work flow.

What do I do after the plans are approved?
Submit a mylar set and one original paper set of plans and all other supporting documentation such as review approvals and recorded M950D1. The District will sign off on the mylar and paper set and send the mylar and paper set up to Harrisburg for the Secretary of Transportation’s signature. After the District receives the signed mylar and paper set, the mylar and paper set (and 2 microfilms) will be returned for recording.

Who records and what is that process?
The Department expects that the recording be done by the permittee or the permittee’s engineer. Each County Recorder of Deeds has its own fee schedule and requirements, it is suggested that you contact the appropriate County Recorder of Deeds office prior to the submission of the mylar plan to the Department.
What do I do after the plans are recorded?

Recorded mylar set of plans and microfilm sets must be sent back to the District Permits Unit for archiving. In addition to the recorded mylar set and microfilm sets, the Permits Unit requests that a CD containing all recorded documents such as the M950D1s and the final recorded plan in PDF format be submitted as well. The Right-of-Way process would be considered complete after the Department receives the CD, recorded mylar set and microfilm set of plans.

How do I get the Section number?

The District Permits Manager will provide the 3 character section number. Using the cover sheet of the plans, a project specific section number that can be used to identify the permittee will be given. An example, a permit in the name of District Permits Manager would most likely have DPM as the section number.
Below is a guide to assist with submission for Right-of-Way plan review and approvals:

1st Submission for plan review
You will be submitting 3 copies of the Right-of-Way plans per the requirements below. Make sure that you indicate the submission number on the transmittal or letter (i.e., submission #1).

1) 1 copy of Right-of-Way plans w/transmittal to Matthew Kulpa, District 6-0 Right-of-Way Administrator.
2) 1 copy of Right-of-Way plans w/transmittal to To Be Determined, Field Liaison, Highway Design & Technology Section, Bureau of Design.
3) 1 copy of Right-of-Way plans w/transmittal to Richard Shewman, P.L.S., District 6-0 Chief of Surveys.
4) 1 copy of the ePS Application Summary with each of the three (3) packages.
5) 1 copy of Highway Occupancy Permit (if the permit has been issued) with each of the three (3) packages.
6) 1 copy of recorded 950D-1 form(s), all appropriate deeds, and documentation of cleared title search with each of the three (3) packages (if applicable).

All three sets of plan submission packages should be submitted under one main letter directed to Matthew Miele, P.E., Highway Occupancy Permits Manager, so they can be disbursed to the various PennDOT reviewing personnel.
2nd Submission and any subsequent submissions for plan review

Plans will need to resubmit plans to any PennDOT personnel that did not issue an approval letter. Make sure that you indicate the submission number on the transmittal or letter (i.e., submission #2).

1) 1 copy of Right-of-Way plans w/transmittal to Matthew Kulpa, District 6-0 Right-of-Way Administrator, if necessary.
2) 1 copy of Right-of-Way plans w/transmittal to To Be Determined, Field Liaison, Highway Design & Technology Section, Bureau of Design, if necessary.
3) 1 copy of Right-of-Way plans w/transmittal to Richard Shewman, PLS., District 6-0 Chief of Surveys, if necessary.
4) 1 copy of the ePS Application Summary with each of the three (3) packages.
5) 1 copy of Highway Occupancy Permit (if the permit has been issued) with each of the three (3) packages.
6) 1 copy of recorded 950D-1 form(s), all appropriate deeds, and documentation of cleared title search with each of the three (3) packages (if applicable).

All sets of plan submission packages should be submitted under one main letter directed to Matthew Miele, P.E., Highway Occupancy Permits Manager, so they can be disbursed to the various PennDOT reviewing personnel.
Mylar Submission

Once all necessary PennDOT M950-D1 forms have been recorded and plan approvals have been issued by Matthew Kulpa, District 6-0 Right-of-Way Administrator, Richard Shewman, P.L.S., District 6-0 Chief of Surveys and To Be Determined Field Liaison, Highway Design & Technology Section, Bureau of Design, mylars/paper copies of the Right-of-Way plans should be prepared, signed and sealed by the Project Engineer and Surveyor and submitted to Matthew Miele, P.E., Highway Occupancy Permits Manager. The mylars/paper copies will be forwarded to Central Office in Harrisburg for signatures and to be notarized. **Please note that you will need to clarify with PennDOT and the County Recorder of Deeds Office the plan requirements needed for submission and recording (i.e., mylar copies, paper copies, or microfilm etc.).**

Once mylars/paper copies/microfilm are returned from PennDOT District 6-0, you should record the mylars/paper copies/microfilm at the County Courthouse. The Recorder of Deeds will return one Cover Sheet to you to be returned to PennDOT, along with a recording receipt. These two items will be returned to PennDOT as part of the Final Right-of-Way Submission Package.
Final Right-of-Way Submission Package
The final Right-of-Way submission will consist of hard copies and electronic copies as listed:

Hard Copies of the following documents:
1) Submission letter to Matthew Miele, P.E., Highway Occupancy Permits Manager listing all of the recorded Right-of-Way plans and documents attached as part of the final Right-of-Way submission package.
2) Original of the recorded mylar cover sheet with the recording information filled in by the County Representative.
3) One copy of the County Recorder of Deeds receipt.

One CD with PDFs of the final recorded Right-of-Way plans and documents including:
1) PDF of the ePS Application Summary.
2) PDF of the Highway Occupancy Permit (if a permit has been issued).
3) PDF of the Recorded Right-of-Way plans (make sure the PDF plans show the current recording information filled in by the County Representative).
4) PDF of the County Recorder of Deeds receipt for recording the Right-of-Way plan set/microfilm.
5) PDF of the Right-of-Way approval letter from Matthew Kulpa, District 6-0 Right-of-Way Administrator.
6) PDF of the Plan Review Report approval issued from To Be Determined, Field Liaison, Highway Design & Technology Section, Bureau of Design.
7) PDF of the survey approval letter issued by Richard Shewman, P.L.S., District 6-0 Chief of Survey.
8) PDFs of all recorded M-950 D1 Deed Fee Simple (No Monetary Consideration), M-950 D2 Deed of Easement (No Monetary Consideration), M-950 D3 Deed of Easement (Drainage) forms or any other pertinent recorded PennDOT forms relative to the Right-of-Way plans for the project.
9) PDF of the County Recorder of Deeds receipts for all recorded M-950 D1, M-950 D2 and M-950 D3 forms or any other pertinent recorded PennDOT forms relative to the Right-of-Way plans for the project.
10) PDF of any Slope Easements, Sight Line Easements or any other pertinent recorded easements relative to the Right-of-Way plans for the project.
11) PDF of the County Recorder of Deeds receipts.
RIGHT-OF-WAY ADMINISTRATOR REVIEW

TITLE SHEET

A) Correct Signature Block

B) Correct Notary Block

C) Plan title (For example, Drawing depicting ROW to be deeded to the Department)

D) Is the proper section of the PA Code referenced
INDEX SHEET

A) Location Map

B) Property owner List

C) Proper General Notes
RIGHT-OF-WAY ADMINISTRATOR REVIEW

PROPERTY PLAN SHEETS

A) Legend and Cross Hatching of Required Right-of-Way

B) Other Acquisitions Properly Identified With leader Lines

C) Is the Type of Acquisition Appropriate

D) Correct Standard Plan Note on the Plan

E) Property Owner information Block Complete and Correct
BREAK
Chapter 3

- DM Part 3 Chapter 3 Introduction
- Plan Sheet Requirements
- General Notes
- Geometric Data
- Plan Requirements
- Property Plot Plans
INTRODUCTION - STANDARD RIGHT-OF-WAY PLANS

The purpose of the chapter is to:

- Provide Guidance for the orderly Preparation of R/W plans.
- Provide Methods and Procedures.
INTRODUCTION - STANDARD RIGHT-OF-WAY PLANS

To acquire property, a plan MUST:
- identify owners (or reputed owners).
- be filed as public record.
- be the basis for determining property damages.
- indicate the location, extent, and character of the property to be acquired.

Any question, contact the Office of Chief Counsel.

Plans must be developed to the same standards as construction plans in accordance with Chapter 13 of the Manual.
Chapter 3

Right-of-Way Plans

TITLE SHEET IDENTIFICATION BLOCK

The following information shall be provided in the Identification Block in the upper right-hand corner.

1. State Route.
2. Section Number with Suffix "R/W".
3. Engineering District.
4. County or Counties.
5. Township, Borough or City.
6. Total Number of Sheets.
Chapter 3

Right-of-Way Plans

TITLE SHEET

COMMONWEALTH OF PENNSYLVANIA
COUNTY OF DAUPHIN SS
BEFORE ME, A NOTARY PUBLIC, PERSONALLY
CAME ________________________ SECRETARY
OF TRANSPORTATION, WHO ACKNOWLEDGED THE
WITHIN PLAN, COMPRISING_________SEPARATE
SHEETS, TO BE AN OFFICIAL PLAN OF THE
PENNSYLVANIA DEPARTMENT OF TRANSPORTATION
AND DESIRED THAT THE SAME BE RECORDED AS
SUCH.
WITNESS MY HAND AND NOTARIAL SEAL ________

RECORDER

RECORDED IN THE OFFICE FOR THE
RECORDING OF DEEDS, ETC. IN

______________ COUNTY, PA.

IN_________ BOOK_____ PAGE _____

WITNESS MY HAND AND SEAL OF OFFICE

__________________________

PennDOT Design Manual Part 3
Chapter 3

TITLE SHEET

SCALE

HORIZONTAL

VERTICAL

DESIGN DESIGNATION

TRAFFIC DATA

HIGHWAY CLASSIFICATION - RURAL MAJOR COLLECTOR
DESIGN SPEED - 40 MPH
PAVEMENT WIDTH - 20'
SHOULDER WIDTH - 2'

CURRENT ADT - 2383 (2008)
DESIGN YEAR ADT - 2528 (2028)
DHV - 360
D - 50%
T - 9%
INDEX SHEET

Project Location
# Chapter 3

## Right-of-Way Plans

### INDEX SHEET

#### Title Block

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**PLUMSTEAD TOWNSHIP**

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## INdex Sheet

### Sheet Index Block

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<td>Index Map</td>
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<td>Location Map and General Notes</td>
<td>3</td>
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<tr>
<td>Summary of Right-of-Way Coordinates</td>
<td>4</td>
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<tr>
<td>Typical Sections</td>
<td>5-6</td>
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<td>Geometric Plan</td>
<td>7</td>
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<td>Reference Circles and P.I. References</td>
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<td>Plan Sheets</td>
<td>10-16</td>
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<td>Profile Sheets</td>
<td>17-23</td>
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<tr>
<td>Property Plot Plans</td>
<td>24-37</td>
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## Tabulation of Segment Equalities

**SR 1006**

- Segment 0270 Offset 1052 = Station 20+50.00
- Segment 0270 Offset 3313 = Segment 0280 Offset 0000 = Station 43+11.00
- Segment 0280 Offset 2689 = Station 70+00.00
INDEX SHEET

Property Owners Listing

1. LANCE A. SCHNEIDER AND ALMA L. SCHNEIDER, H/W
2. LEEANN REIDER AND MATTHEW P. MEYERS
3. A. LEROY SHULL, MARRIED
4. PAUL THOMPSON
5. ALAN S. GOLDSMITH AND LINDA R. GOLDSMITH
6. JONA NAUGHTON
7. HAINES & KIBBE HOUSE INC.
8. THE TOWNSHIP OF PLUMSTEAD
9. D. KEITH WAMPOLE AND LAURIE A. WAMPOLE, HUSBAND AND WIFE
10. SALVATORE LOPRINZI JR. AND CHERYL LOPRINZI, H/W
11. RICHARD L. RYAN AND DIANE BURKO, HUSBAND AND WIFE
12. ROBERT WINN
13. MARY MAGUIRE CARROLL
14. MATTHEW S. SLOWINSKI AND SALLY ATKINS, HUSBAND AND WIFE
15. ALFONSE G. NOBILE, AND LISSETTE NOBILE
16. WILLIAM R. COOPER
17. COUNTY OF BUCKS
18. JANE F. LAQUER
INDEX SHEET

NOTE:

No R/W Lines

Property Lines must close

Check “Take” vs “No-take” parcels

No Topo other than streams, RR and Bridges
INDEX SHEET – GENERAL NOTES

Note

Use Applicable Notes (Discuss)

List Basis for Legal R/W data for all involved routes

List PA One Call Phone number and Serial number

List all applicable easement notes

Verify previous “dedicated R/W”
# INDEX SHEET - GEOMETRIC DATA

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**Scale:** 1" = 40 ft

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**PennDOT Design Manual Part 3**
INDEX SHEET - GEOMETRIC DATA

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<td>23+47.47</td>
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</table>
Chapter 3

Right-of-Way Plans

GEOMETRIC DATA

Note

Provide project coordinate list for all Base Lines

Provide coordinate list of required R/W break points

Provide traverse sketch and control point coordinates

District Survey Manager must review and approve reference ties and R/W monuments
PLANS

Note

If R/W monuments are proposed, express all breaks to two (2) decimals.

Show “scaled” dimensions to nearest foot.

Show easement break to nearest foot.

Show all utilities, and label “reserved” and/or “substitute” areas as necessary according to DM5.
When possible, required R/W lines should parallel R/W Base Lines

- Label all topography
- Show all wells and septic
- Drainage features must be within R/W, or easement area.
- Structures and guide rail must be within R/W
- Show all driveway adjustments (Temporary Construction Easement (TCE) or knock out blocks)
Chapter 3

PROPERTY PLOT PLANS

Need is determined by District R/W Unit

PennDOT Design Manual Part 3
PROPERTY PLOT PLANS

Note

Show and label all buildings and other improvements

Crosshatch Required R/W

Include all applicable notes

Compute required area (acre vs square feet)
EASEMENTS

- Easements are a “legal” interest in property.
- Easements may restrict the property owner to physically use the property.
Chapter 3

Right-of-Way Plans

TYPES OF EASEMENTS

Aerial Easements
Slope Easements
Drainage Easements
Channel Easements
Occasional Flowage Easements
Temporary Construction Easements
Legal R/W Converted to Aerial Easements
Underground Structure Support Easements
Sound Barrier Easements
Sight Distance Easements
ITS Conduit Easements
Sidewalk Easements
Traffic Signal Easements

Wetland Mitigation Easements
Stream Mitigation Easements
Terrestrial Mitigation Easements

NOTE: Contact the Assistant Counsel - Environmental Section for guidance.
EASEMENT NOTES ON PROPERTY PLOT PLANS

Slope Easements

Easements and Other Notes placed on each Property Plot. The following easement definitions are to be used, as applicable.

EASEMENT NOTES ON PROPERTY PLOT PLANS

Temporary Construction Easements

Easements and Other Notes placed on each Property Plot. The following easement definitions are to be used, as applicable.

TEMPORARY CONSTRUCTION EASEMENT. AN EASEMENT TO USE THE LAND AS NECESSARY DURING CONSTRUCTION OF THE PROJECT. THE EASEMENT IS REQUIRED ONLY UNTIL THE CONSTRUCTION OR WORK INDICATED BY THE PLAN IS COMPLETED, UNLESS SOONER RELINQUISHED IN WRITING BY THE DEPARTMENT.
Chapter 3

EASEMENT NOTES ON PLANS & PROPERTY PLOT PLANS

Steps, Walls, and Sidewalk Easements

STEPS (or others) SHALL BE INCLUDED AS AN ITEM OF PROPERTY DAMAGE (or CONSTRUCTION).

SIDEWALK EASEMENT. AN EASEMENT FOR THE CONSTRUCTION, INSPECTION, MAINTENANCE, REPAIR, RECONSTRUCTION AND ALTERATION OF A SIDEWALK. THE EASEMENT SHALL NOT PREVENT THE PROPERTY OWNER FROM MAKING ANY LEGAL USE OF THE AREA WHICH IS NOT DETRIMENTAL TO ITS USE FOR SIDEWALK PURPOSES.
PRIVATE ACCESS NOTES ON PLANS

When a private access is required, the following Note (Typical Section Sheet) is to be used:

LAND REQUIRED FOR PRIVATE ACCESS IS ACQUIRED IN THE SAME ESTATE OR INTEREST DESIGNATED (EITHER FEE SIMPLE OR EASEMENT FOR DRIVEWAY PURPOSES) FOR THE BENEFIT AND USE OF THE PROPERTY OR PROPERTIES DESIGNATED, ALONG WITH A TEMPORARY CONSTRUCTION EASEMENT FOR THE BENEFIT AND USE OF THE COMMONWEALTH, IF NECESSARY. TITLE SHALL VEST IN THE OWNERS OF THE DESIGNATED PROPERTIES UPON ACQUISITION AND MAINTENANCE RESPONSIBILITY SHALL TRANSFER UPON THE COMPLETION OF CONSTRUCTION, IF ANY.
PRIVATE ACCESS NOTES ON PLOT

When a private access is required, the following Note (Plot Sheet) is to be used:

REQUIRED PRIVATE ACCESS. LAND REQUIRED FOR PRIVATE ACCESS IS ACQUIRED IN THE SAME ESTATE OR INTEREST DESIGNATED (EITHER FEE SIMPLE OR EASEMENT FOR DRIVEWAY PURPOSES) FOR THE BENEFIT AND USE OF THE PROPERTY OR PROPERTIES DESIGNATED, ALONG WITH A TEMPORARY CONSTRUCTION EASEMENT FOR THE BENEFIT AND USE OF THE COMMONWEALTH, IF NECESSARY. TITLE SHALL VEST IN THE OWNERS OF THE DESIGNATED PROPERTIES UPON ACQUISITION AND MAINTENANCE RESPONSIBILITY SHALL TRANSFER UPON THE COMPLETION OF CONSTRUCTION, IF ANY.
Chapter 3

Right-of-Way Plans

HIGHWAY OCCUPANCY PERMITS

• Generally r/w is acquired in fee simple for HOPs.

• ALL highway features MUST be included in required r/w or permanent easement.

• If appropriate, r/w access rights can be acquired by easement.
Chapter 3

Right-of-Way Plans

HIGHWAY OCCUPANCY PERMIT R/W PLAN TYPES

1. Right-of-Way to be deeded to the Department
2. Authorizing Right-of-Way acquisition by local governments

NOTE: The plans must conform to the requirements of this Chapter and be reviewed at the District level by the appropriate Central Office Field Liaison Engineer.
Chapter 3

Right-of-Way Plans

HIGHWAY OCCUPANCY PERMIT PLANS TITLE SHEET BLOCK

1. Drawings depicting Right-of-Way to be deeded to the Department

DRAWINGS DEPICTING RIGHT-OF-WAY
TO BE DEEDED TO THE
COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF TRANSPORTATION
UNDER HOP APPLICATION NO._______
BY___(NAME OF APPLICANT AND/OR OTHER GRANTORS)_______
FOR
STATE ROUTE _________
IN _________________ COUNTY
FROM STA ________ TO STA ________ LENGTH ________
FROM SEG _____ OFFSET _____ TO SEG ______ OFFSET _____

THIS PLAN PREPARED TO DOCUMENT THE RIGHT-OF-WAY FOR STATE HIGHWAY PURPOSES THAT WILL BE DEEDED TO THE COMMONWEALTH AS REQUIRED BY THE PROVISIONS OF 67 PA. CODE CHAPTER 441, ENTITLED "ACCESS TO AND OCCUPANCY OF HIGHWAYS BY DRIVEWAYS AND LOCAL ROADS."

PennDOT Design Manual Part 3
Chapter 3

Right-of-Way Plans

HIGHWAY OCCUPANCY PERMIT PLANS TITLE SHEET BLOCK

2. Drawings authorizing Right-of-Way acquisition by local governments

DRAWINGS AUTHORIZING ACQUISITION
OF
RIGHT-OF-WAY
FOR
STATE ROUTE _____, SECTION____(IF APPLICABLE)____
IN___________COUNTY
BY_________TOWNSHIP
ON BEHALF OF
COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF TRANSPORTATION
FROM STA______ TO STA______LENGTH _______
FROM SEG____ OFFSET ____ TO SEG_____OFFSET____

Chapter 3

Right-of-Way Plans

HIGHWAY OCCUPANCY PERMIT PLANS TITLE SHEET BLOCK


NOTE: This type of plan is available in the HOP process, but is typically not appropriate. The best practice is to have the land deeded to the Department and documented with a plan depicting right-of-way to be deeded to the Department.

DRAWINGS ACCEPTING DEDICATION OF RIGHT-OF-WAY FOR SR _____, SECTION _____ IN __________________ COUNTY.

THIS PLAN PREPARED PURSUANT TO SECTION 2003(e) OF THE ADMINISTRATIVE CODE, 71 P.S. SECTION 513(e)), AND 67 PA CODE CHAPTER 441. HIGHWAY OCCUPANCY PERMIT NO. __________.
POLICIES FOR EXPEDITING R/W PLANS PREPARATION

1. Profile grades should be refined to the point where it is unlikely that any additional land shall be required and that the grade near buildings shall be substantially unchanged.

2. All drainage that affects property damage or underground utilities shall be shown. Pipe and ditch sizes may be determined from preliminary drainage computations.

3. Approval of Service Roads is required prior to including them in the Right-of-Way Plan.

4. Property line surveying of individual properties shall be performed only when deemed necessary by the Professional Land Surveyor in order to adequately define the property boundaries affected by the area of take.

Horizontal geometry and the R/W lines MUST be the same on the Construction and R/W Plans.
Chapter 3

Questions & Discussion

• DM Part 3 Chapter 3 Introduction
• Plan Sheet Requirements
• General Notes
• Geometric Data
• Plan Requirements
• Property Plot Plans
Rich Shewman
SR 3020
R/W B

NAIL SET

83'21'23"

450.7

REBAR SET 75'58'02"
48.06'

SET REBAR

109.21'

REBAR SET 100'58'21"

P.I. STA. 28+41.42
BM #1 ELEV. 276.65
20.77' RT STA. 20+01.06
MAG NAIL SET IN CONC WALK ON SOUTHEAST SIDE OF NEWTOWN-RICHBORO ROAD
Example
Montgomery County
SEP - 2 2016
Recorder of Deeds

Property Location: Plymouth Meeting PA 19462

Name of Document: Deed Fee Single (PennDOT form M-950-D1)

Grantor: [Redacted]

Grantee: Pennsylvania Department of Transportation

Date of Document: August 18, 2016

Amount: No Monetary Consideration
<table>
<thead>
<tr>
<th>Document Type:</th>
<th>Deed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transaction #:</td>
<td>3437403 - 1 Doc</td>
</tr>
<tr>
<td>Document Page Count:</td>
<td>5</td>
</tr>
<tr>
<td>Parcel ID #:</td>
<td></td>
</tr>
<tr>
<td>Address:</td>
<td>Plymouth Meeting PA 19462</td>
</tr>
<tr>
<td>Municipality:</td>
<td>Plymouth Township (100%)</td>
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<tr>
<td>School District:</td>
<td>Colonial</td>
</tr>
<tr>
<td>CONSIDERATION/SECURED AMT:</td>
<td>$0.00</td>
</tr>
<tr>
<td>FEES / TAXES:</td>
<td></td>
</tr>
<tr>
<td>Recording Fee:Deed</td>
<td>$95.00</td>
</tr>
<tr>
<td>Affidavit Fee</td>
<td>$1.50</td>
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<tr>
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<td>$2.00</td>
</tr>
<tr>
<td>Additional Parcels Fee</td>
<td>$15.00</td>
</tr>
<tr>
<td>Affordable Housing Pages</td>
<td>$4.00</td>
</tr>
<tr>
<td>Affordable Housing Parcels</td>
<td>$1.00</td>
</tr>
<tr>
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<td>$1.00</td>
</tr>
<tr>
<td>Total</td>
<td>$119.50</td>
</tr>
</tbody>
</table>

I hereby CERTIFY that this document is recorded in the Recorder of Deeds Office in Montgomery County, Pennsylvania.

Jeanne Sorg
Recorder of Deeds

PLEASE DO NOT DETACH
THIS PAGE IS NOW PART OF THIS LEGAL DOCUMENT
NOTE: If document data differs from cover sheet, document data always supersedes.
*COVER PAGE DOES NOT INCLUDE ALL DATA, PLEASE SEE INDEX AND DOCUMENT FOR ANY ADDITIONAL
DEED FEE SIMPLE
(No Monetary Consideration)

THIS INDENTURE, made this 28th day of August, 2016, by [redacted] owner(s) of property affected by the proposed construction or improvement of the above mentioned State Route under the referenced highway occupancy permit, and their heirs, executors, administrators, successors, and/or assigns, hereinafter, whether singular or plural, called the GRANTOR, and the Commonwealth of Pennsylvania, Department of Transportation, hereinafter called the COMMONWEALTH,

WITNESSETH:

WHEREAS the COMMONWEALTH has received an application from the GRANTOR for issuance of a highway occupancy permit for access to the above referenced highway; and

WHEREAS the parties hereto have agreed that, as a condition to issuance of the referenced permit, the GRANTOR will convey in fee simple and such other estate(s) as designated, if any, to the COMMONWEALTH the property or portion thereof required by the COMMONWEALTH,

NOW, THEREFORE, in consideration of the benefits to the property of the GRANTOR, the GRANTOR does hereby grant and convey to the COMMONWEALTH

- [ ] In fee simple the premises described by metes and bounds in exhibit "A";
- [X] In fee simple that portion of the aforesaid premises designated as required right-of-way or as acquired in fee simple for other purposes on the plot plan attached hereto and made a part hereof; and those areas, if any, designated as required for easement purposes as identified by the plot plan and set forth below.

<table>
<thead>
<tr>
<th>COUNTY</th>
<th>Montgomery</th>
</tr>
</thead>
<tbody>
<tr>
<td>SR - SEGMENT OFFSET</td>
<td>[Redacted]</td>
</tr>
<tr>
<td>MUNICIPALITY</td>
<td>Plymouth Township</td>
</tr>
<tr>
<td>APPLICATION/PERMIT NO</td>
<td>[Redacted]</td>
</tr>
<tr>
<td>APPLICANT/PERMITTEE</td>
<td>[Redacted]</td>
</tr>
</tbody>
</table>
BEING all or a portion of the same property conveyed or devised to the GRANTOR by a deed of Montgomery County, dated June 15, 2016 and recorded in Deed Book 6003, Page 581, together with the improvements, hereditaments and appurtenances thereto. This conveyance contains 0.144 Acres. And the GRANTOR warrants GENERALLY the property hereby conveyed.

Reserving, however, to the GRANTOR the right to deep mine minerals and remove gas and oil within the areas hereunder acquired from a minimum depth to be determined by the COMMONWEALTH, from mine shafts or by means of wells located off the right-of-way.

The GRANTOR does further indemnify the COMMONWEALTH, its employees or representatives against any claim, demand or judgment of any type made by any lessee or easement holder of the aforesaid property who is not an Applicant/Permittee under the referenced application/permit and who may be adversely affected by the construction of the improvements to the demised premises or in the State highway right of way pursuant to the referenced application/permit.

Certificate of Residence

Whereby certify the Grantee’s precise residence to be:

7000 Cherryland Drive, King of Prussia, PA 19406

Witness my hand the 23rd day of August 2016

[Signature]

Agent for the Commonwealth of Pennsylvania
Department of Transportation

[remainder of page intentionally left blank]
The GRANTOR has executed or caused to be executed these presents, intending to be legally bound thereby.

INDIVIDUALS

ENTITIES*
GRANTOR:

(Date of Entity)

Managing Member

* Use this block for a corporation, partnership, LLC, government entity, school district, church, trust, club, association, POA, attorney-in-fact, executor, administrator or any other entity. See R/W Manual Section 3.06.

INDIVIDUAL
STATE OF PENNSYLVANIA
COUNTY OF
On this ___ day of ___________2016__, before me, a notary public, personally appeared ________________________, known to me (or satisfactorily proven to be the person whose name(s) is/are subscribed to the within instrument, and acknowledged that ______ executed the instrument for the purposes contained in it.

In witness whereof, I hereto set my hand and official seal.

[Signature]
[Title]

[Seal]

ENTITY
STATE OF PENNSYLVANIA
COUNTY OF Montgomery

On this ___ day of ___________2016__, before me, ________________________, the undersigned officer, personally appeared ________________________, who acknowledged himself to be the ____________________________ (name of entity) of ____________________________, and that as such ____________________________ [Title], being authorized to do so, executed the foregoing instrument for the purposes contained in it by signing on behalf of the entity as ____________________________ [Title].

In witness whereof, I hereto set my hand and official seal.

[Signature] [Title]

COMMONWEALTH OF PENNSYLVANIA

[Seal]

NOTARIAL SEAL
KATHLEEN A. ELLIOTT, Notary Public
Whitpain Twp., Montgomery County
My Commission Expires February 13, 2017
REalty Transfer Tax
Statement of Value

See reverse for instructions.

Complete each section and file in duplicate with Recorder of Deeds when (1) the full value/consideration is not set forth in the deed, (2) the deed is without consideration or by gift, or (3) a tax exempt status is claimed. If more space is needed, please attach additional sheets.

A Statement of Value (SOV) is not required if the transfer is wholly exempt from tax based on family relationship or public utility exception. However, it is recommended that a SOV accompany all documents filed for recording.

A. CORRESPONDENT - All inquiries may be directed to the following person:

<table>
<thead>
<tr>
<th>Name</th>
<th>Telephone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

B. TRANSFER DATA

<table>
<thead>
<tr>
<th>Date of Acceptance of Document</th>
<th>Grantor(s)/Lessee(s)</th>
<th>Telephone Number</th>
</tr>
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<tbody>
<tr>
<td>09/16/2010</td>
<td></td>
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<table>
<thead>
<tr>
<th>Grantor(s)/Lessee(s)</th>
<th>Telephone Number</th>
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</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Nailing Address</th>
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<tbody>
<tr>
<td></td>
</tr>
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</table>

C. REAL ESTATE LOCATION

<table>
<thead>
<tr>
<th>Street Address</th>
<th>City</th>
<th>State</th>
<th>ZIP Code</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>County</th>
<th>Township</th>
<th>School L &amp; G</th>
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</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

D. VALUATION DATA

<table>
<thead>
<tr>
<th>Was transaction part of an estate settlement?</th>
<th>E</th>
<th>Y</th>
<th>N</th>
</tr>
</thead>
</table>

1. Actual Cash Consideration: $0.00
2. Other Consideration: $0.00
3. Total Consideration: $0.06

4. County Assessed Value: $0.00
5. County Assessed Value x 1.5 = $0.00
6. Computed Value: $0.00

E. EXEMPTION DATA - Refer to instructions for exemption status.

1a. Amount of Exemption Claimed: $0.00
1b. Percentage of Grantor's or Grantee's Interest Conveyed: 0.00%
1c. Percentage of Grantor's or Grantee's Interest Conveyed: 0.00%

2. Check appropriate box below for exemption claimed:

- [ ] Not entitled to a tax exemption (Please explain)
- [ ] Entitled to a tax exemption (Please explain)

(Neighbor's Name)

Under penalty of law, I declare that I have examined this statement, including accompanying information, and to the best of my knowledge and belief, it is true, correct, and complete.

Signature of Correspondent or custodian

Date: 9/16/2010

FAILURE TO COMPLETE THIS FORM PROPERLY OR ATTACH REQUESTED DOCUMENTATION MAY RESULT IN THE RECORDER'S REFUSAL TO RECORD THE DEED.
DRAWINGS DEPICTING RIGHT-OF-WAY
TO BE DEEDED TO THE
COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF TRANSPORTATION
UNDER HOP APPLICATION NO. ___
BY ___

FOR

STATE ROUTE ___ SECTION/___ R/Y

FROM STA 87+66.72 TO STA 70+3.84 LENGTH 256.52 FT 0.050 MI
FROM SEG 0034 OFFSET 170'5 TO SEG 0035 OFFSET 171'

IN MONTGOMERY COUNTY

THIS PLAN PREPARED TO DOCUMENT THE RIGHT-OF-WAY FOR STATE HIGHWAY
PURPOSES THAT WILL BE ERECTED IN THE CHAIN OF TITLE AS REQUIRED BY THE
DEPARTMENT OF COMMUNITY AFFAIRS, PENNSYLVANIA DEPARTMENT OF TRANSPORTATION.

RECORDED IN THE OFFICE FOR THE RECORDED OF DEEDS, ETC. IN
MONTGOMERY COUNTY, PA.

WITNESSES AT HAND AND SEAL OF OFFICE

SCALE

HORIZONTAL

3" = 0 25 FEET
(UNLESS OTHERWISE NOTED)

RECOMMENDED
DATE WITNESS

RECOMMENDED
DATE STERN

RECOMMENDED
DATE WITNESS

RECOMMENDED
DATE STERN

SECRETARY OF TRANSPORTATION (ON BEHALF OF THE GOVERNOR, AS WELL AS HEED)
<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recording Fee: Highway or Mining</td>
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<tr>
<td>Plans</td>
<td></td>
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<tr>
<td>Additional Parcels Fee</td>
<td>$15.00</td>
</tr>
<tr>
<td>SUBTOTAL</td>
<td>$46.00</td>
</tr>
<tr>
<td>Total Charges for Document(s)</td>
<td>$46.00</td>
</tr>
</tbody>
</table>

Payment

Check 68648

$46.00

Totals

Total Amount Due: $46.00
Total Amount Paid: $46.00
Refund (): $0.00

Jeanne Sorg
Montgomery County Recorder of Deeds