



MEMORANDUM

STATE OF ALASKA

Department of Transportation and Public Facilities
Division of Statewide Design and Engineering Services
Right of Way Engineering - Survey Section

To: **Steve Horn, P.E.**
Regional Preconstruction
Engineer, Central Region

Date: February 27, 2002

Thru: **K. Kim Rice, P.E.**
Chief Right of Way Agent
Central Region

Tel No: 269-0560

From: **John Kerr, P.L.S.**
Survey Supervisor,
Central Region

Subject: Survey Control Sheet Policy
Follow up.

The proposed "Survey Control Sheet Policy for the Central Region" discussed in the January 30, 2002 memo that I sent to you has become a statewide topic of interest. Statewide Chief Right-of-Way Agent, Rick Kauzlarich, circulated the proposed policy to the other regions. This precipitated discussion from the Northern and Southeast Regions. It is apparent that there is need for statewide DOT/PF Survey Control Sheet policy. To shed further light on this discussion, a copy of the January 30 memo was provided to Land Surveyors in the Northern and Southeast Regions for review. After reviewing the memo and proposed policy, the following DOT staff met via conference call to discuss Survey Control Sheet Policy:

From the Northern Region:

John Bennett, PLS, Chief Right-of-Way Agent
Marty Shurr, PLS, Right-of-Way Engineering Supervisor
Scott Sexton, PLS, Locations Manager

From the Southeast Region

Rob Murphy, PLS, Right-of-Way Engineering Supervisor
Garrih McLean, PLS, Locations Manager

From the Central Region

Jim Sharp, PLS, Right-of-Way Engineering Supervisor
John Kerr, PLS, Survey Manager
Mike Miller PLS, Staff Surveyor

As a group we felt that the proposed policy made sense. We discussed minor modifications to clarify that the PLS would be registered by the State of Alaska and to make it applicable statewide.

Discussion regarding which projects require a SCS identified a wide range of scenarios (from airport equipment purchases to road realignments) where the state is required to certify Right-of-Way. Some of these projects need a SCS, some don't. A set of hard rules spelling out when Survey Control Sheets are needed and when they are not is too complex to construct. Each project has it's own unique set of circumstances that determine whether or not a SCS is warranted. The discussion concluded that the Department needs policy that authorizes the region's Right-of-Way Engineering Supervisor to specify which projects require a Survey Control Sheet(s).

Apparently there are individuals who feel that the SCS should not be included in the construction plan set. This defies logic. The SCS is the best tool that the Department has to ensure that the project gets constructed in the intended location.

A draft of this memo has been sent to each of the individuals listed above. Each of us believe that it is in the Department's best interest to implement policy regarding SCSs as follows:

- ▶ Wherever survey control is established, a Survey Control Sheet(s) shall be a part of the construction plan set. This requirement may be waived at the discretion of the Right-of-Way Engineering Supervisor.
- ▶ All SCSs must be sealed and signed by a professional land surveyor, registered by the State of Alaska.
- ▶ All SCSs shall adhere to Regional SCS standards.
- ▶ On projects where Right of Way mapping or an Airport Property Plan are not a part of the current project, the SCS shall show ties to sufficient survey control to locate the project relative to the parcel(s) of land that the project resides upon.

It was nicely summed up by John Bennett "This is the logical, ethical, responsible, and professional thing to do."

If you have any questions, please feel free to contact John Kerr at 269-0560.

JK