

MEMORANDUM

State of Alaska

TO: Frank Hoffman Acting Planning Director DATE July 18 1962
 Juneau

FILE NO: HPS 1(12)

SUBJECT RIGHT OF WAY H.P.S. REPORT
 THROUGH DECEMBER 31, 1962

FROM: Alfred A Baca State R/W Agent
 Juneau

When the responsibility for highway construction and maintenance was transferred July 1, 1960, from the U. S. Bureau of Public Roads to the State of Alaska, operating through its Department of Public Works Division of Highways; it was found that the files covering Right of Way on our highways were almost nonexistent. The Division of Highways had many miles of roads and highways in its jurisdiction. The problem of encroachment was immediately evident.

Parts of Alaska have been allowed to develop and grow over the past years without regard to future planning. This has caused crowded conditions along the roadways, and encroachments are of considerable concern to the State Highway officials.

Realizing Federal Aid participation in highway construction would be jeopardized if unauthorized improvements remained within the Right of Way; State officials were anxious to overcome this condition. The Division of Highways had no way of knowing what Rights of Way it controlled.

The Bureau of Public Roads was sympathetic and cooperated with Highway officials in laying the ground work for a study to investigate the situation. The Right of Way files of the Bureau of Public Roads were requested by the Division of Highways and were transferred to the State on September 16, 1960.

Subsequent negotiations brought about an understanding on the objectives, scope of study and financing. An agreement was reached and the survey officially started as an HPS Study, on March 13, 1961, with Federal Aid participation.

The objective of this survey is to have on file, and readily available for current and future use, a complete set of Right of Way maps showing alignment of highways with all Rights of Way shown, and also with indications as to which are documented and undocumented. A by-product of the survey, which is also one step in the process of obtaining information for the maps, is a set of parcel index cards giving additional information about each parcel, i.e.; from whom the parcel was obtained, type of instrument, cost (when available) and where the document can be found. These parcel cards are also being retained as part of the permanent files of the Right of Way Section and will be kept current as reconstruction replaces the present system. The survey will include all primary and secondary "A" highways not already in some stage of programming during the life of the study. It is not intended to duplicate work to be assigned the regular title unit of the Right of Way Section.

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The initial responsibility of this survey is to determine which areas are to be first studied. The areas where the greatest problems are apt to be centered are considered of primary importance. Most Right of Way encroachment problems are located at or near places of development and mainly in close proximity to urban properties. Realizing it would be unwise and costly in both time and money to skip from one place to another, an attempt has been made to complete one area before moving on to the next.

It was decided to use Control Sections as units of work. These already were established by the Planning Section and listed in numerical order by Districts and maintenance sections. This was a ready-made indexing system and the lengths in most instances were longer than project plans and still short enough so that a unit could be completed in a reasonable length of time.

Southeastern Alaska, though not traversed by a highway network, was chosen as the first area to survey. Right of Way problems are always present near towns and, since Juneau is the headquarters for operations, it was decided to use the immediate area as a training ground for all phases of the study.

In the procedure which has been adopted, plans are ordered from the Road Design Section covering highways not already eliminated from the survey by being programmed for future construction. Plans are requested from the local Bureau of Public Roads office when necessary. When a new project requires surfacing only with no Right of Way involved that section of highway is included in the study. The Right of Way Agents proceed by going through the files acquired by the Right of Way Section. All information obtained is noted in the proper place on the plans when possible or on standard filing cards. The agent then uses the public files and solicits assistance from the Bureau of Land Management for names and entry dates on private lands, survey plats, Right of Way reservations and Right of Way filed on by previous road building agencies. Other locations for records which the agent can pursue are District Recorder, U. S. Forest Service, U. S. Corps of Engineers, Public Utility Districts and School Districts, and if necessary, the private files of title companies. An agent transfers the data from the documents to parcel cards which will be a part of the permanent files. The agent submits the compiled data to the study supervisor who then assigns the project to a draftsman to compose a pencil drawing.

Close supervision is maintained from here through completion of the Right of Way map and parcelizing, with a parcel list drawn on the linen (preferably the last sheet) by using the information from the parcel card. A title sheet is prepared using the standard layout. After a careful check of the completed map the Right of Way claimed is darkened on the reverse

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side of the linen with soft, black pencil. Copies of prints are ordered and distributed as follows: one copy each to the District Engineer and the Right of Way Engineering section with a recommendation to acquire undocumented Right of Way. The parcel list on the linen contains information as to Right of Way documentation. The print sent the Right of Way Engineering section is tinted with indentifying colors indicating undocumented Right of Way. A print is also retained in the Right of Way HPS files showing similar coloring. Completed linens, parcel inventory cards and copies of HPS reports are placed in the permanent Right of Way files. These prints are valuable for future use so that Right of Way already under the jurisdiction of the Division of Highways will not inadvertently be purchased again.

Through the close of the reporting period the following is a list of accomplishments:

66.106 miles of highway completed and placed in the permanent files. This covers 559 parcels of land.

222.7 miles of additional highway have been field searched through all phases, of which 106.5 miles have been drawn in pencil and of this 52.9 miles has been inked on linen. An additional 9.5 miles of highway are complete, but the prints have not been distributed nor the results placed in the permanent files to date.

COSTS DURING REPORTING PERIOD. (See Attachment Number 1)

Considerable difficulty has been experienced in Southeastern Alaska in plotting Rights of Way and tying the U. S. Surveys to them. The main problem has been land ties. Plotting on the original plans caused many delays due to the fact that in many cases the U. S. Surveys would not fit together as shown on the plans and much time was lost trying to find how the highway crossed the property. The method devised was drawing the roadway to scale on tracing paper. Another sheet of tracing paper was used to draw the U. S. Surveys to the same scale. The roadway drawing was then placed over the land line drawings and with the ties available the land lines were reproduced on the roadway drawing. The U. S. Survey lines were warped where necessary to fit the ties. The more control available the easier it was to obtain an accurate drawing. It has been found that plotting of the information from Interior Alaska proceeds more rapidly because most of the land is subdivided by rectangular survey.

The results of this survey to date are very gratifying and of much value to the State of Alaska and consequently valuable to the U. S. Government because of the use to which the completed plans have already been put. The District Office in Southeast Alaska uses its copy of the plans to detect encroachments as well as having current Right of Way data.

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The Right of Way Engineering Unit uses its copy to make applications for non-documented Federal land Right of Way. Local surveyors when subdividing consider the claimed Right of Way and State Land Representatives in Juneau have ordered copies of the plans to incorporate the information in their land subdivisions. The Right of Way is being protected by all the uses made of the plans resulting from this study.

In at least one case that came to the attention of the Right of Way section a small business man's right to remain in business in his present location was jeopardized until this study proved his business was being carried on outside the Right of Way. This example shows that the results of the study also protect the private rights of individuals.

A revised estimate for the balance of Fiscal 1962, from January 1 through June 30, 1962 is as follows:

PERSONNEL:

1 - R/W Research Analyst III
1 - R/W Agent II
1-- R/W Agent I
2 - R/W Draftsman II
1 - R/W Draftsman I
1 - Title Searcher (part time)

ESTIMATED COST:

A. Salaries	\$ 25,000.00
B. Travel	1,200.00
C. Per diem	2,800.00
D. Vehicle rental	900.00
E. Title Search (Professional Service)	250.00
F. Plat reproduction	<u>500.00</u>

Total \$ 30,650.00

RECOMMENDATIONS:

It is unfortunate that sections of highway included in programming for construction at a later date have to be excluded from this study. Benefits resulting from the study in areas already covered could also be realized on the sections of highway eliminated from the survey several years earlier than they will under the present regulations.

The ratio of Right of Way agents to draftsmen has changed since the estimate was submitted at the beginning of the fiscal year. Three draftsmen will be necessary to keep pace with the information coming from the field. This will probably cause our estimate to overrun considerably, but will bring the output of the draftsmen up to the level of the agents.

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At least six months of the next fiscal year will be needed to complete this study and compile all the data in a package suitable to submit to the Bureau of Public Roads. The Right of Way plans will be reduced to the standard half size upon completion of the work.

AAB:RVB:am

Attachments:
Costs During Reporting Period

Attachment Number 1

COSTS DURING REPORTING PERIODEXPENDITURE ANALYSIS TO DECEMBER 31, 1961

Project No HPS-1(11) (March 13 to June 30, 1961)

1	Distribution Code 10, Personal Services	
	a. Salaries	\$5,718.80
2	Distribution Code 20, Travel	
	a. In-State mileage and fares	102.00
	b. In-State per diem	141.75
	c. Equipment rental	None
3	Distribution Code 30, Contractual Services	
	a. Title Searching	None
4	Distribution Code 50, Miscellaneous	
	a. Plat reproduction	<u>None</u>
		<u>\$5,962.55</u>

Project No. HPS-1(12) (July 1 to December 31 1961)

1.	Distribution Code 10, Personal services	
	a. Salaries	\$19,418.22
2	Distribution Code 20, Travel	
	a. In-State mileage and fares	955.67
	b. In-State per diem	844.28
	c. Equipment rental	None
3	Distribution Code 30, Contractual Services	
	a. Title Searching	None
4	Distribution Code 50, Miscellaneous	
	a. Plat reproduction	<u>17.00</u>
		<u>\$21,235.17</u>
	<u>Total</u>	
	<u>Grand Total</u>	\$27,197.72