



MONTANA DEPARTMENT OF TRANSPORTATION

MONTANA RIGHT-OF-WAY DESIGN MANUAL

Chapter Twenty-One

CADASTRAL SURVEY REQUEST (ACTIVITY 805)

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Webster's Ninth New Collegiate Dictionary defines Cadastral 2 as follows:

“Showing or recording property boundaries, subdivision lines, buildings, and related details.”

A Cadastral Survey is requested when it has been determined that right-of-way acquisition will be needed for a project. We need to know from whom we are buying property rights, and this is determined by the location of controlling property corners (section corners)¹ and property corners. This information is essential to proper deed descriptions. This activity includes a request for retracement of the existing right-of-way.

Section corner ties developed for R/W plans also give the exact location of the design centerline of the highway in relation to all other property in that section. This is part of the legal description of the highway itself.

Check the Survey and District (SU and DI) directories on the PCMS server before requesting the survey. Occasionally, a cadastral survey has been completed. This happens especially on older projects that have come to a standstill.

This activity consists of the survey request only. Survey activity 510 encompasses the actual survey procedures.

¹ Recommended reading: Montana Department of Transportation Survey Manual, May 2005, and ***Restoration of Lost or Obliterated Corners & Subdivision of Sections: A Guide for Surveyors***, USDI, Bureau of Land Management, 1974 Edition.

With respect to survey requests, perform the following:

1. Read Preliminary Field Review Report (PFR). It will indicate if new Right-of-Way is needed throughout the project or only in certain areas. It may also indicate if an apparent right-of-way survey should be requested. Selected areas will usually be noted by reference posts, which are mile markers, or by stationing.
2. Identify Section Corners to be Surveyed. Any section line that crosses the highway should be surveyed. These corners are usually section corners or quarter corners. They could be 1/16 corners, meander corners or witness corners, if they exist and are closer to the highway than a quarter corner or section corner.
3. Prepare Memo Form 502. Prepare memo Form 502 for survey requests to the District Survey Manager. Form 502 includes options for cadastral/retracement, supplemental, and apparent right-of-way survey requests. See [Appendix F](#) for samples. The survey request form may be edited to meet project needs.