

Memorandum

To: Distribution

From: Jason Gilliam, Right of Way Bureau Chief

Date: May 20, 2025

Subject: Amendment to Route Descriptions

The purpose of this memo is to notify staff of changes made to MCA 60-2-209 and MCA 60-4-108, regarding the drafting and filing of route descriptions. This memo supersedes all other guidance on route descriptions as noted in the Right of Way Design Manual; see Chapter 24-2, Appendix G, and form MDT-ROW-505.

Route descriptions are written narrative describing the new Highway right of way project boundaries using section(s), Township(s), Range(s), and County location in the State of Montana. Historically, route descriptions have been filed with the clerk and recorder's office in conjunction with right-of-way plan sheets, as described in the R/W Design Manual to complete the following EPS Activities 137 (811), 142 (874), 810, and 815. In accordance with the amendment outlined in HB 387, route descriptions will no longer need to be drafted by the Right of Way Designer and will no longer be filed with the clerk and recorder's office.

These changes are to take effect on July 1st, 2025.

All right of way plans authorized prior to July 1st, 2025, will need a route description prepared and filed with the respective clerk and recorders offices. Right of Way plans that are authorized on or after July 1, 2025, will be filed without a route description.

E-Distribution:

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