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MEMO

TO: Mayor McFarland and Plan Commission Members
FROM: Andrew M. Beyer, P.E.
DATE: October 31, 2024
RE: Plan Commission Meeting of November 12, 2024

Item: Review and take possible action: Plat of Right of Way Required for Dewey Avenue – WisDOT Project ID 3997-01-79

Background:

The City of Watertown applied for and was awarded a Surface Transportation Program (STP)-Urban Grant for the reconstruction of Dewey Avenue, from East Main Street to East Division Street in 2026. The City has contracted with RE Lee & Associates, Inc for design and real estate services associated with this project. A WisDOT requirement on (STP-Urban) every project is to survey for and approve a Plat of Right of Way showing all required Schedule of Lands & Interests Required. The Schedule of Lands & Interests Required pertains to the Temporary Limited Easements (TLE's) and Right of Way Acquisitions (FEE) required on the project.

All required (TLE's) on this project are to allow the contractor to enter upon each private parcel to remove and replace the sidewalk and driveway as necessary. The (FEE) on this project is to acquire the additional right of way necessary to construct a WisDOT ADA compliant curb ramp at the intersection of Dewey Avenue and East Main Street.

Following approval of the Plat of Right of Way, the consultant will prepare and submit to WisDOT a Sales Study Report of recent property sales in Watertown. The Sales Study Report will then be used to develop the Acquisition and Capabilities Report which sets the value of land for each TLE and Fee purchase. Following City approval of the Acquisition and Capabilities Report the consultant will then begin contacting the property owners along Dewey Avenue to negotiate acceptance of each TLE and Fee. Each TLE and Fee document is then signed by the appropriate City official and recorded in the Office of the Jefferson County Register of Deeds. The final step in the real estate process is for the City to issue a check to each property owner for their TLE or Fee acquisition.

The Plat of Right of Way is attached for Commission Review.