



Administratively Complete Checklist

Phase 2 (Plans Phase – Right-of-Way)

(For Applicant Use Only)

Instructions: Upon receipt of the Title Documentation and Associated Forms through the EPS system, ensure the following items are marked Completed (C). If any one of the following items are missing or not completed, the submission will be returned to the applicant for resubmission. Once all items are determined to be administratively complete the Department will begin their technical review.

This would lead to approval of permit with a condition to submit final construction plans with new legal ROW after recording. The conditions are included in the final ROW Cycle Completeness Review.

Applicant Name: _____

Application Number: _____

Phase 2 – ROW Cycle Completeness Check

C

- ☐ Recorded Right-of-Way Plans. (Pub. 282, Page 74)
- ☐ Recorded deed forms (M-950D1 or M-950D2). (Pub. 282, Page 74)
- ☐ Construction plans showing Legal Right-of-Way. (Pub. 282, Page 74)
- ☐ Administratively complete checklist is attached to the application with the "Document Type" "ClearPath Completeness Checklist."