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| COLORADO DEPARTMENT OF TRANSPORTATIONCONDEMNATION MEMORANDUM AND CHECKLIST | | | | | | Project Code: | | | | | | |
|  | | | | | | Parcel No: | | | | | | |
|  | | | | | | Project No: | | | | | | |
|  | | | | | | Region: | | | County: | | | |
| OWNERS OF RECORD | | | | | | | | | | | | |
| Names/Addresses (cannot be a PO Box) | | | | | Nature of Interest | | | | | Recorded Information | | |
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| **OTHER PARTIES OF INTEREST: BENEFICIARIES, LIEN HOLDERS, JUDGEMENTS, LESSEES, WATER, ETC**. | | | | | | | | | | | | |
| Names / Addresses | | | | | Nature of Interest | | | | | Recorded Information | | |
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| APPRAISAL DATA | | | | | | | | | | | | |
| Appraiser Name/Address/Phone # | Land Value (Including TEs and Land Parcels) | Improvements | | | | | | Damages/ Benefits | | | Total | |
|  | $ | $ | | | | | | $ | | | $ | |
|  | $ | $ | | | | | | $ | | | $ | |
|  | $ | $ | | | | | | $ | | | $ | |
| Review appraiser: Has landowner’s appraisal been reviewed? YES NO  Attach copies of all CDOT appraisals, property owner appraisals and FMVS. | | | | | | | | | | | | |
| ACQUISITION DATA | | | | | | | | | | | | |
| Description of improvements taken: | | | | | | | | | | | | |
| Status of taxes:       Attach current treasurer’s certificate of taxes due | | | | | | | | | | | | |
| Who is in possession of the premises?  Name: | | | | Owner Lessee  Family Tenant  If ownership is leased, attach a copy of the lease. | | | | | | | | |
| Address: | | | | | | | | | | | | |
| Is this a total taking or part of the total ownership? Partial Total Taking | | | | | | | | | | | | |
| Is Hazardous Waste Involved? No Yes (Attach a copy of the PSI) | | | | | | | | | | | | |
| If access rights are to be limited, what means of ingress and egress are left for, or to be provided to, the owner? | | | | | | | Will the owner stipulate to possession?  Yes  No | | | | | |
| Opposing Attorney: - Phone #  Name:  Address:  City      State       Zip Code | | | Detail negotiations with owner: | | | | | | | | | |
|  | | | Amount Offered For: | | | | The Land | | | | | $ |
|  | | |  | | | | Improvements Taken | | | | | $ |
| Public Trustee: - Phone #  Name:  Address:  City      State       Zip Code | | |  | | | | Damages/Benefits | | | | | $ |
|  | | |  | | | | Land Rental | | | | | $ |
|  | | |  | | | | Remainder(s) | | | | | $ |
| County Treasurer: - Phone #  Name:  Address:  City      State      Zip Code | | | Total amount of offer | | | | | | | | | $ |
|  | | | Salvage Value | | | | | | | | | $ |
|  | | | Attach copy of original offer letter, final letter/letter of compromise and any counteroffers. | | | | | | | | | |
| Owner’s reasons for rejecting the offer: | | | | | | | | | | | | |

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| Project Code: | Parcel No.: | | Project No.: |
| NEGOTIATOR’S DATA | | | |
| Attach copy of the completed, signed Parcel Negotiation Record and Certificate, CDOT Form #273.  Attach copy of all correspondence with owner or owner’s representatives. | | | |
| Has the owner entered into any agreement with CDOT?  Yes  No  Explain: | | Is wetlands, gravel, drainage, water rights, access, noise an issue? Yes  No Unknown  Explain: | |
| Attach a copy of any agreement and closing statement, (possession, crop damage, ditch, and construction features). | | | |
| **MEMORANDUM OF OWNERSHIP/TITLE COMMITMENT** | | | |
| Has title work been updated to within 90 days of this action? Yes  No  Attach legible copies of all conveyance documents, deeds of trust, easements and other encumbrances affecting the acquisition. | | | |
| Is there a problem getting releases?  Yes  No  Unknown  Explain: | | Is there a severed mineral interest that may affect the sub-surface support?  Yes No Unknown  Explain: | |
| UTILITIES/OTHER EASEMENTS | | | |
| Will utility or other easements remain within the acquisition?  Yes  No  Explain: Attach copy of the common use agreement if applicable | | Will it be necessary to relocate any utilities because of the acquisition? If no, explain below.  Yes  No  Explain:    If so, has a utility relocation agreement been executed?  Yes  No Attach copy if available | |
| **LEGAL DESCRIPTIONS AND MAPPING** | | | |
| Attach two copies of the line sheets outlining parcels and easements to be acquired. | | | |
| Attach copies of the latest real property and access descriptions used in negotiations including temporary easements. | | | |
| Attach full size copy of all subdivision plats including signature pages. | | | |
| Do fair market value areas correspond with descriptions and plans? Yes No | | | |
| Are all easements affecting the acquisition shown on the line sheets and ownership map?  Yes  No  Explain: | | Are all easements affecting the remainder shown on the line sheets and ownership map?  Yes No  Explain: | |
| Are all signs, wells, improvements, utilities, and flood plains, planned roads that affect the acquisition shown on the line sheets and ownership map?  Yes  No  Explain: | | | |

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| Project Code: | Parcel No.: | | | | Project No.: | | |
| PROJECT DATA | | | | | | | |
| Is immediate possession required?  Yes No | | Is the parcel on a virgin alignment?  Yes No | | | | Freeway resolution?  Yes No If yes, # | |
| Pending construction | | | | Future right of way (attach copies) | | | |
| Proposed ad date: | | | | Are right of way funds in the five-year program?  Yes No | | | |
| Construction budgeted?  Yes  No | | | | Has the environmental assessment been approved?  Yes No | | | |
| Region Right of Way Manager: - Phone #  Name:  Address:  City       State       Zip Code | | | | | | | |
| Resident Engineer: - Phone #  Name:  Address:  City       State       Zip Code | | | | | | | |
| Utility Engineer: - Phone #  Name:  Address:  City       State       Zip Code | | | | | | | |
| Remarks of real estate specialist which may aid attorneys in the prosecution of the action: | | | | | | | |
| Region Approval | | | Real Estate Specialist | | | | Date |