



U.S. Department
of Transportation
**Federal Highway
Administration**

Indiana Division
December 29, 2015

575 North Pennsylvania Street, Rm 254
Indianapolis, Indiana 46204
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<http://www.fhwa.gov/indiv/>

In Reply Refer To:
HDA-IN

Mr. Mike Jett, Director
Real Estate Division
100 North Senate Avenue, IGCN- 642
Indianapolis, Indiana 46204

Dear Mr. Jett:

In fulfillment of requirements of 23 CFR 710.201 (c), the Federal Highway Administration Indiana Division (FHWA) approves the Indiana Department of Transportation (INDOT) Right of Way Operations Manual for 2016 through 2021.

The major changes in the Manual include:

- (1) Complete rewriting of Appraisal, Buying, Relocation and Property Management manuals into a single manual with hyperlinks to move the reader quickly to another section of the manual or an internet link, using one index, and giving each section its own table of contents,
- (2) Modifications from the Moving Ahead for Progress in the 21st Century Act,
- (3) Using protective buy when the Federal Emergency Management Agency, Hazard Mitigation Assistance acquisition programs including the Hazard Mitigation Grant Program begin to acquire properties in the NEPA footprint for federal-aid program dollars which have been impacted by flooding,
- (4) Clarification on the use of license in lieu of real property interest (less than fee simple) property being incorporated in a Transportation Enhancement project, and
- (5) Change in the minimum payment limits from the current Fixed Residential Moving Cost Schedule.

Please note that should any changes in the policies and procedures occur during the period for which this Manual is viable, these changes must first be forwarded to FHWA for approval prior to implementation. Further, FHWA encourages INDOT to conduct periodic reviews and internal audits of its Right of Way procedures and operations to ensure they are consistent with the Real Estate Division Manual and its intent.

Sincerely,

for: Richard J. Marquis
Division Administrator