



# MDOT Real Estate Procedure Manual Updates for Local Agencies

October 28, 2025

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**NEW EMAIL!!!**



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# CHA CHA CHA CHANGES... MDOT Real Estate Procedure Manual



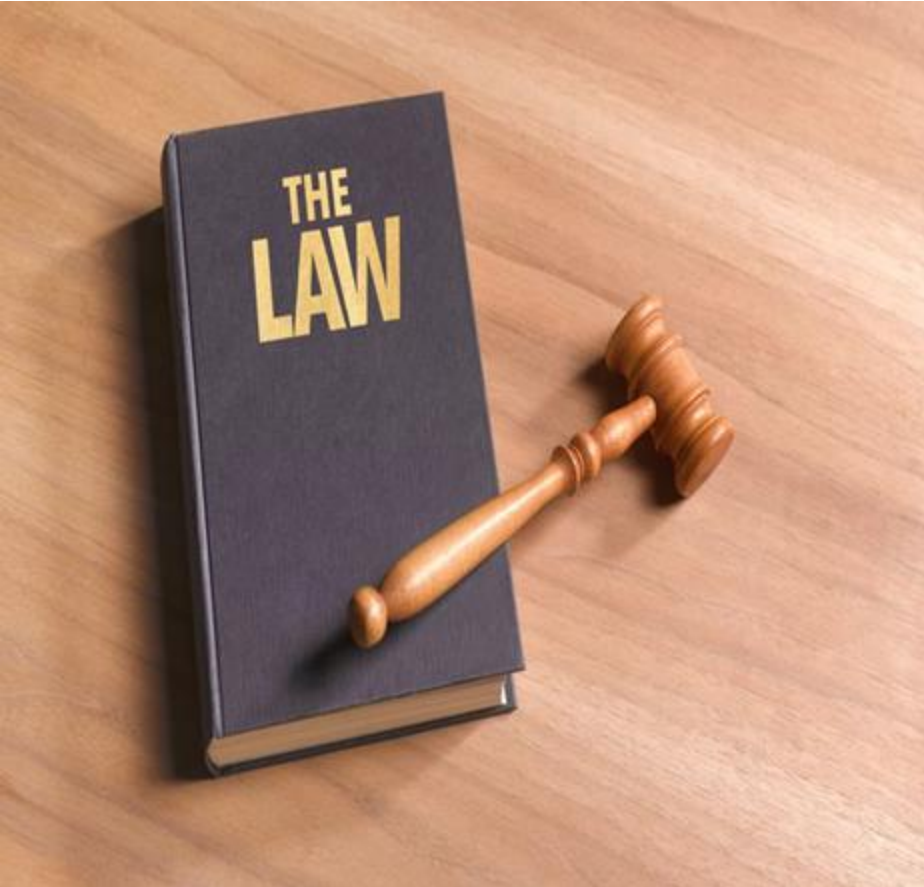
## Ch 11 - Local Agency Oversight

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Emphasis, Clarifications & Differences (primarily):

- Acquisition Chapter 2
- Appraisal Chapter 3
- Design Build Chapter 8
- Disposal Chapter 9
- Relocation Chapter 15

# MDOT Real Estate Procedure Manual



## Ch 11 – Local Agency Oversight

- FHWA requires MDOT to provide property rights acquisition oversight for transportation projects with federal aid in any phase of a transportation project.
- Local Agencies must follow:
  - MDOT's Procedure Manual
  - 23 CFR 710 (Right of Way & Real Estate)
  - 49 CFR Part 24 (Uniform Act)
  - Act 87 of 1980 (Michigan Uniform Condemnation Procedures Act)



# Terms & Acronyms

CFR – Code of Federal Regulations

EJC – Estimated Just Compensation

ION – Initiation of Negotiations

NEPA – National Environmental Policy Act

ROE – Right of Entry

ROW - Right of Way (Permanent or Temporary rights)

Uniform Act – Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (for Federal and Federally assisted Programs)

UCPA – Michigan's Uniform Condemnation Procedures Act

## ENVIRONMENTAL CLASSIFICATIONS

CE - Categorical Exclusion

EA - Environmental Assessment

EIS - Environmental Impact Statement



# Right of Way (ROW)

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## Permanent

- Easement
- Fee

## Temporary

- Grading
- Access
- Relocate Drive



# Engineering Submittals

## Attachment A (ROW Notification)

- Part of the Program Application (page 5)
- Extract, sign, & submit when know ROW is needed & prior to starting negotiations
- Provides notification if there will be ROW and who will be acquiring for the Agency
- Agency certifies they understand federal & state regulations and policies, including the Uniform Act and will comply when acquiring

Submit a completed Attachment A to the MDOT LAP Staff Engineer as part of the Program Application. Engineer will forward the completed Attachment A to the MDOT Real Estate Services Section for review.

**NOTE: Failure to comply with these regulations and requirements could jeopardize the Local Agency's funding for all phases of this project as well as for future projects.**

ELIGIBLE APPLICANT AGENCY	DATE
PROJECT LOCATION	
PROJECT TERMINI From: To:	

### Project Information

**NOTE: Property Acquisition includes obtaining any property right, including but not limited to permanent easements, temporary consents to construct, grading permits, and consent to water replacement (owner/tenant)**

1. Is property acquisition required for this project? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Possible, but not known at this time	
2. Do you anticipate any relocation as part of this project? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Possible, but not known at this time	
3. Do you anticipate any water service replacement work outside of the existing right of way, as part of this project? DO NOT answer "Yes" if such service replacement will be completed separately from this proposed contract. <input type="checkbox"/> Yes, name the Water Authority Owner: <input type="checkbox"/> No <input type="checkbox"/> Possible, but not known	
4. Contact information for the person/company who will be acquiring the property.	
NAME	COMPANY
E-MAIL ADDRESS	TELEPHONE NUMBER
<input type="checkbox"/> STAFF	<input type="checkbox"/> CONSULTANT <input type="checkbox"/> UNKNOWN

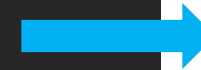
### Project Compliance & Certification:

- I agree to comply with all applicable State and Federal laws and regulations when acquiring property for this project, including:
  - Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended
  - 23 CFR Parts 635, 710, 810 and 49 CFR Part 24
  - Uniform Condemnation Procedures Act (Act 87 of 1980)
  - The current MDOT Real Estate Manual and additional guidance and information can be found on the website: [Real Estate Guidance and Information](#).
- I understand that all property acquisition requires that just compensation be determined by a Waiver Valuation or Appraisal/Valuation Review and that the property owner must be offered just compensation based on the Waiver Valuation or Appraisal/Valuation Review.
- I understand that staff acquiring property on this project must understand and comply with all applicable State and Federal laws and regulations.

BY: (Signature of Authorized Person Employed by the Eligible Applicant Agency)	DATE
NAME / TITLE	
E-MAIL ADDRESS	TELEPHONE NUMBER

# Engineering Submittals Attachment B (Project Completion)

- Part of Program Application (page 6 & 7)
- Extract, complete, sign & submit when all ROW has been acquired
- Overview of type of rights obtained
- Local Agencies ROW Certification – Was acquired per federal and state regulations and policies



**ATTACHMENT "B"**  
Property Acquisition Certification  
Page 1 of 2

Do not submit Attachment B to Local Agency Programs until all the required property has been acquired. It must be received by LAP before funds can be obligated, and at least four weeks before the expected adverse date.

ELIGIBLE APPLICANT AGENCY	DATE
PROJECT LOCATION	
PROJECT TERMINI From: To:	

**Property Acquisition Certification:**

☐ The project **did not** require the acquisition of additional property rights located outside of the existing public right of way, including permanent fee, permanent easement and temporary property rights. **If this item is checked, sign the Project Certification Section on the following page.**

☐ The project **did** require the acquisition of additional property rights located outside of the existing public right of way, including permanent fee, permanent easement, temporary property rights, and water services consents. **If this item is checked, complete the information below and sign the Project Certification Section on the following page.**

- Number of parcels (different ownership, or not contiguous) required for this project: \_\_\_\_\_

<u>Parcels affected by Relocations</u>	<u>Total Instruments /</u>
Residential Housing : _____	Permanent Fee (Total Take): _____
Business, farm, non-profits : _____	Permanent Fee (Partial Take): _____
	Easement (Permanent): _____
	Temporary Rights (Consents, Agreements, Leases, etc): _____

Water service replacement consents for work outside of the existing right of way, as part of this contract. DO NOT include parcels for which service replacement will be completed separately from this proposed contract: \_\_\_\_\_

- **The Local Agency must keep the following acquisition documentation in each of its separate parcels as applicable:**
  - Title evidence (Title Commitment for permanent acquisitions and Tax Records for temporary acquisitions)
  - Waiver Valuation or Appraisal/Appraisal Review
  - Written Good Faith Offer Letter showing just compensation was offered to the property owner based on fair market value established by the Waiver Valuation or Appraisal/Appraisal Review
  - Instruments of Conveyance (Executed and recorded documents for permanent property rights acquisitions and executed documents for temporary property rights acquired)
  - Memos of Negotiation (Acquisition Agent's detailed notes about the acquisition)
- **The Local Agency must keep the following relocation documentation in each of its separate parcels as applicable:**
  - Not Applicable
  - Relocation eligibility notice
  - Replacement housing determination or replacement rental determination
  - Relocation claims and payment documentation



# Engineering Submittals

## Attachment B (Project Completion)

- Part of Program Application (page 6 & 7)
- Submit when all ROW has been acquired
- Overview of type of rights obtained
- Local Agencies Certification ROW was acquired per federal and state regulations and policies

Reminder: MDOT does not retain any acquisition documentation besides Attachment A & B. It is the Local Agency's responsibility to retain their own documentation.

**ATTACHMENT "B"**  
Property Acquisition Certification  
Page 2 of 2

**Project Certification**

This certifies that the Local Agency has legal and physical possession of all right of way required for construction, operation and maintenance of this project, including all permanent fee, permanent easement and temporary property rights.

This certifies that the Local Agency acquired all right of way in accordance with FHWA regulations promulgated under the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (Uniform Act) and the Uniform Condemnation Procedures Act (Act 87 of 1980) and MDOT's current Real Estate Manual.

This certifies that the Local Agency has secured permission from all real property interests necessary to complete the water service line replacement work outside the right of way to be in compliance with 23 CFR 645.111 Right-of-way (Subpart A-Utility Relocations, Adjustments, and Replacements), if applicable.

The \_\_\_\_\_ has legal and physical possession of all the property  
(Eligible Applicant Agency)  
necessary for the construction, operation, and maintenance of this project.

BY: (Signature of Authorized Person Employed by the Eligible Applicant Agency)			DATE
NAME AND TITLE			
ADDRESS	CITY	STATE	ZIP CODE
TELEPHONE NUMBER	E-MAIL ADDRESS		

**NOTE:** Failure to acquire and provide adequate documentation of legal possession of all property required for construction, operation and maintenance of this project, including all permanent fee, permanent easement and temporary property rights will jeopardize obligation of state and federal funds and advertising and letting of the project. For additional information on required documentation, see the LPA Real Estate Guidance pages of the LAP website ([www.Michigan.gov/mdot](http://www.Michigan.gov/mdot)), then click the "Real Estate Guidance and Information" link in the section headed "Guidance Documents".

Adequate documentation includes, but is not limited to, all documentation outlined on the previous page.

# NEPA Clearance

[MDOT-LAP-NEPA-Reviews@Michigan.gov](mailto:MDOT-LAP-NEPA-Reviews@Michigan.gov)

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Submit 5323 Environmental form EARLY  
(can be a year in advance)

Include Proposed ROW (permanent or temporary)

- Categorical Exclusion (CE) – MDOT approval
- Individual CE – FHWA approval
- Environmental Assessment (EA) & Environmental Impact Statement (EIS) – FHWA approval





# NEPA Review

[MDOT-LAP-NEPA-Reviews@Michigan.gov](mailto:MDOT-LAP-NEPA-Reviews@Michigan.gov)

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Contact MDOT Environmental Unit to discuss if negotiations may start

- Acquisition with relocations/displacements for residential or non-residential
- Acquisition with 4(f)/6(f) historic or recreation property, no matter the type or quantity
- Archeological or ecological survey, tribal concerns, cemeteries, protected habitats, etc.
- Hardship or Protective Buying
- Applying for credit or reimbursement for ROW buying
- Project Controversy



Condemnation - Discuss with MDOT Real Estate & Environmental

# Preliminary Acquisition Activities

## Ch 2.2.1

Preliminary acquisition activities can do prior to completion of NEPA.

- Title research/search
- Valuation (Waiver Valuation or Appraisal/Review)
- Preliminary document & property map preparation
- Preliminary relocation planning activities which are limited to searching for comparable properties, identifying replacement neighborhoods, and identifying available public services
- Preliminary Interviews, if necessary
- Rights overview with property owners **NO \$ discussion**





Questions??





## Offer & Basic Rights

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- Amount of Estimated Just Compensation
- Property Description
- Improvements (buildings/structures included in the offer)
- Real property interest being acquired
- Any basic protections provided to the owner under the URA and the UCPA
- Parties of Interest
- 30 days minimum to review

# Manner of Notices

## Ch 2.1.2

Agency to notify owner in WRITING of acquisition interest and any protections provided by Uniform Act

This information can be provided to the property owner:

- In person
- Certified 1<sup>st</sup> class registered mail w/return receipt
- [Electronically – with documented approval from the property owner](#)

Notices should be understandable, provide all of the acquisition agent's contact information and translation services should be provided as needed.





# Electronic Notices

Ch 2.1.2.2 & 11.4.2

May send notices/information electronically ONLY if:

- Written approval from property owner/displacee (sample form on guidance webpage)
- Must document and record that the information was legally delivered in digital form with receipt, date, and timestamp
- Process to verify document was not changed after signing

# HOT TOPIC<sup>®</sup>

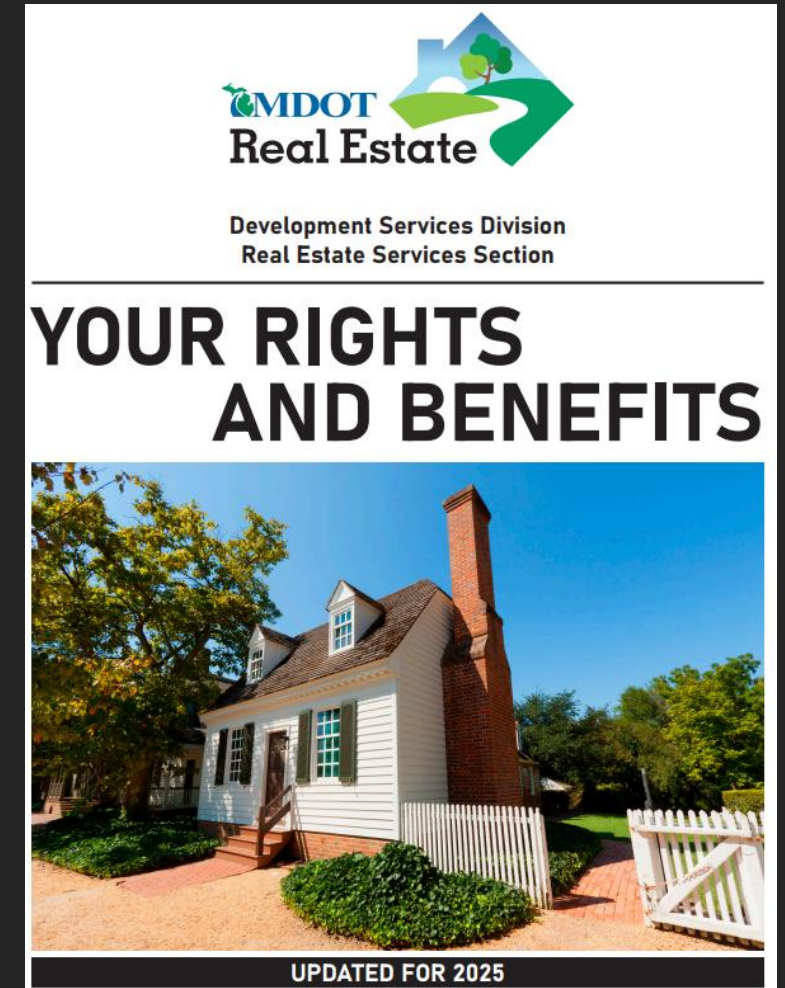
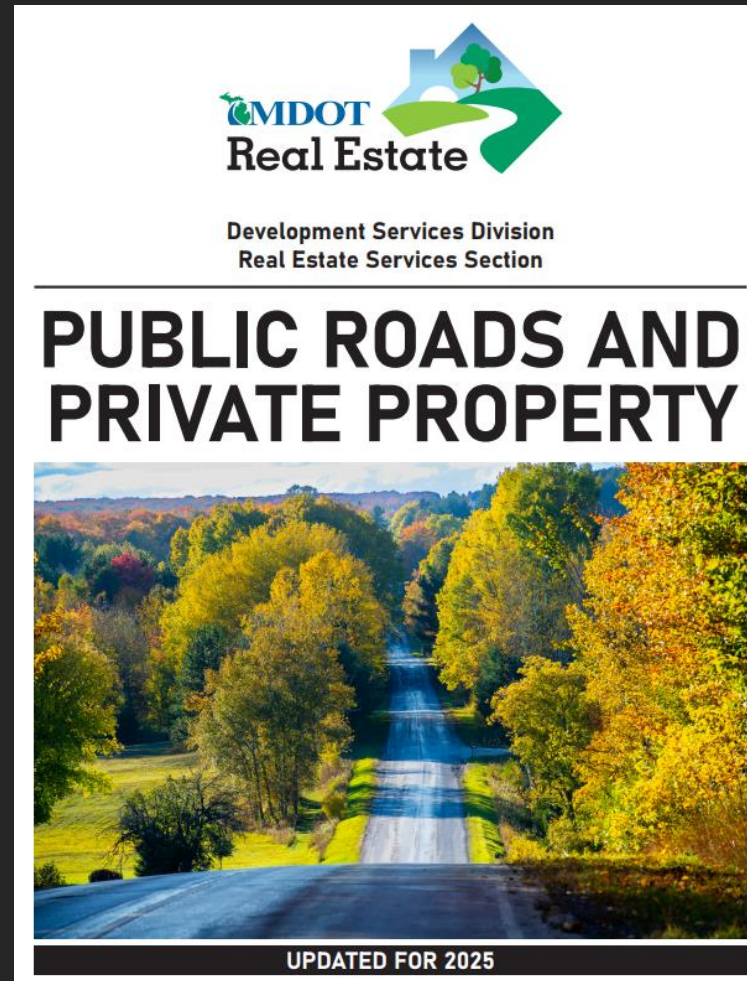




# Notices – Basic Rights

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- Acquisition  
[Public Roads and Private Property Booklet](#)
- Relocation –  
[Your Rights and Benefits Booklet](#)



# Designated Representatives

## Ch 2.1.3

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Must receive a written request from the property owner/tenant that includes:

- Confirmation they are designating a representative
- Representatives name and contact information
- Clearly identifies what information the representative can receive

Designated Representatives can:

- Receive Offers, Relocation notices, Correspondence and general information
- Provide information to Agency on behalf of the property owner/tenant





# Initiation of Negotiations (ION)

## Ch 2.3.1

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ION begins:

- On the delivery of written offer of just compensation for the purchase of real property.
- If an Agency provides a notice to acquire/rehabilitate/demolish real property and the owner moves before the written offer to purchase, the term means the actual move of the person from the property.



# Coercion

## Ch 2.1.5 & 11.4.3

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Federal and state law forbids taking any coercive action to compel a property owner to donate their property or to agree on a price for their property.

No undue influence or coercion to an appraiser, review appraiser, or waiver valuation preparer.





# Expenses covered by Agency

## Ch 2.1.8

- ✓ Acquisition related expenses
- ✓ Expenses incidental to transfer of title
- ✓ Litigation expenses, per law
- ✓ Fees paid to an attorney or other expert to review Agency's Written Good Faith Offer to the property owner.



# Acquisition by Local Agency Employees vs. Consultant

Ch 11.4.7



**Consultant** – Must have a Michigan Licensed Broker oversight

**Local Agency Employees** – Exempt from Broker oversight

Questions??





# Intent/Nexus

## Ch 11.4.4

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If at the time of acquisition, there is a connection (nexus) between the property and a transportation project and the intent is to acquire the property for a federally funded project, the Uniform Act requirements must be followed to maintain Federal eligibility.

Acquisition needs to be reviewed by MDOT Real Estate

No Time Limit!



● - - - - ROW

## Existing Road & ROW

Edge of Road



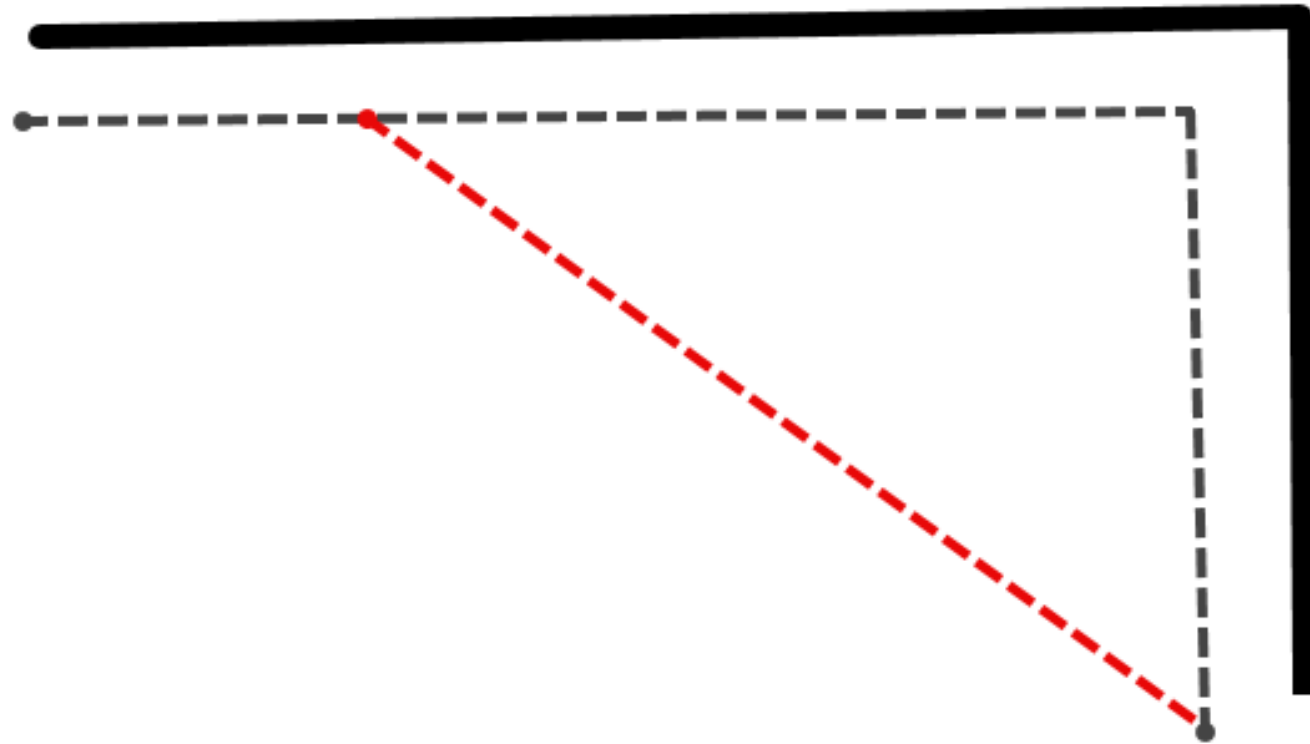
ROW



● - - - - ROW

● - - - - Proposed ROW

Project A - Purchase Expand Intersection  
- Local funds to buy rights

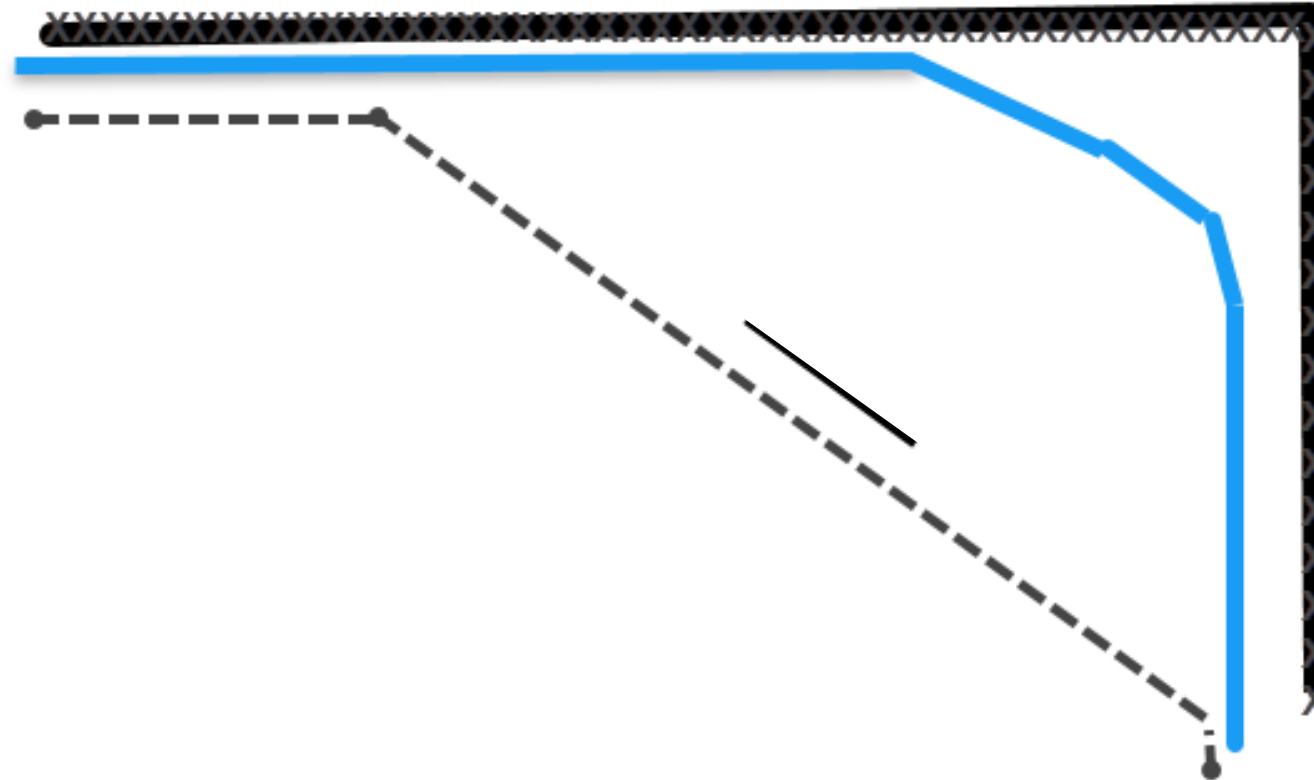




● - - - - - ROW

## 10 Years later - Project A Construction

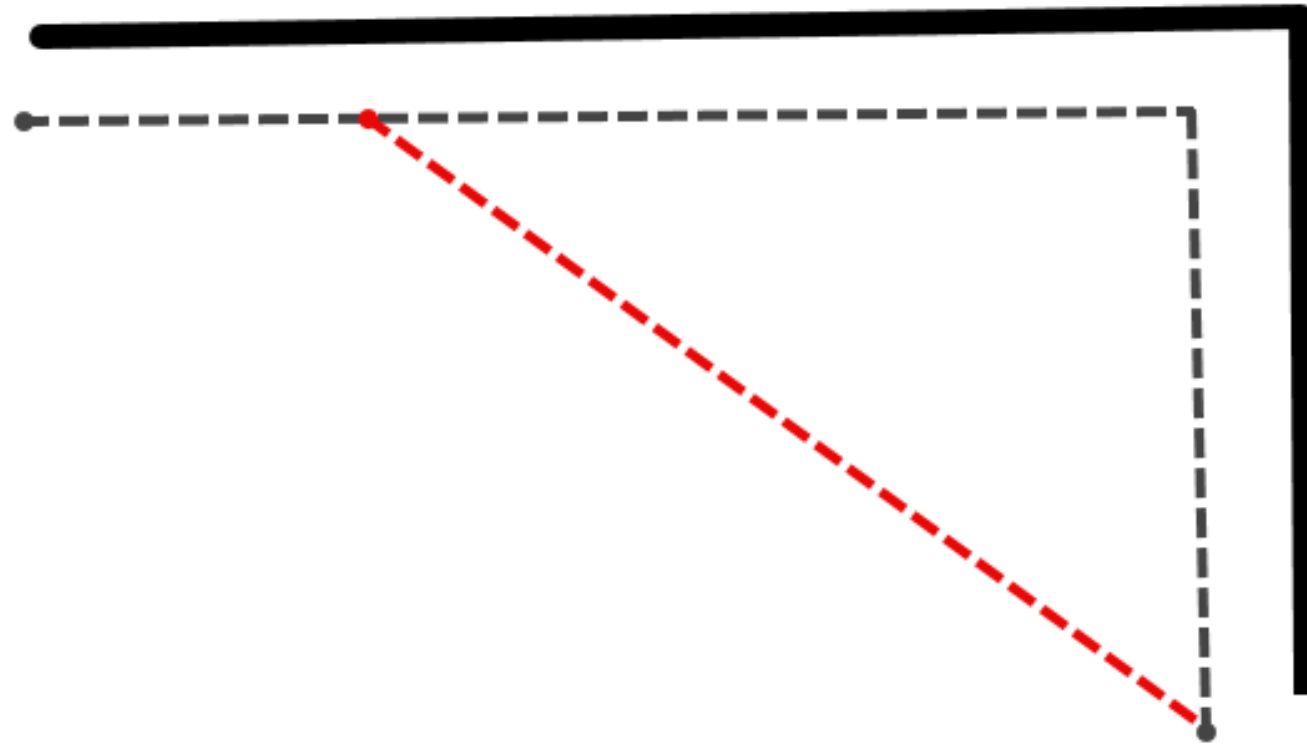
- Federal funds for construction
- Existing Operational ROW
- Needs ROW Review



● - - - - ROW

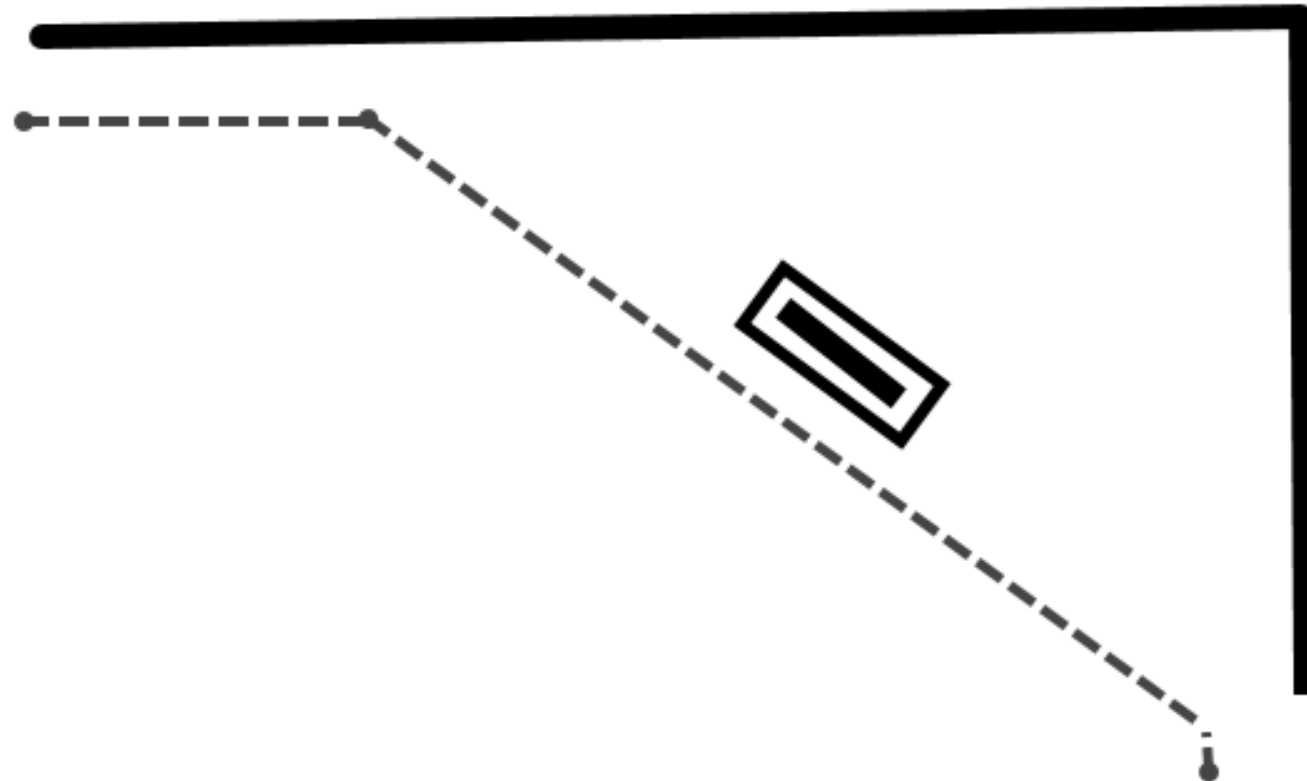
● - - - - Proposed ROW

Project C - Purchase for “Welcome” sign  
- Local funds for purchase of rights



● - - - - - ROW

10 Years later - Existing Operational ROW

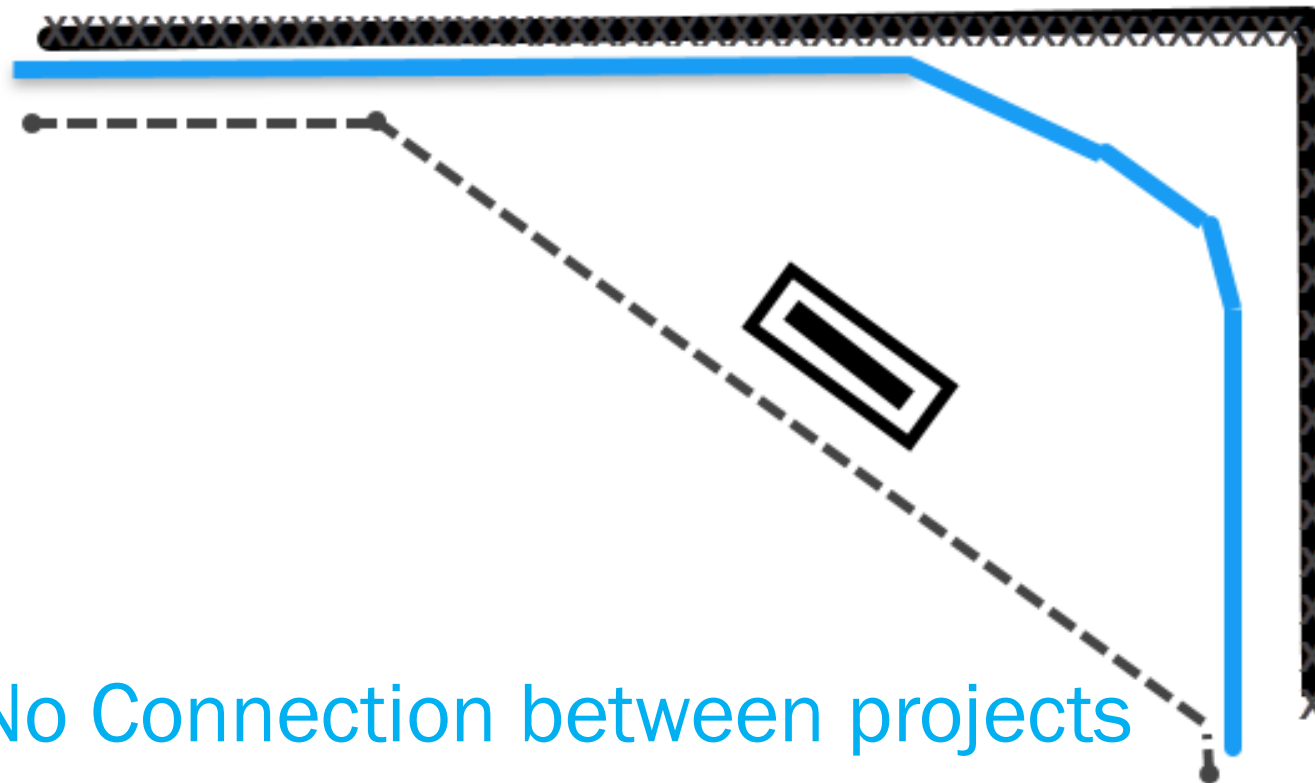




●----- ROW

10 Years later – Project D - Expand intersection

- Federal Funds - Existing Operational ROW
- No ROW Review (not related to first project)



Be Careful – No Connection between projects

# Conflict of Interest Ch 2.1.4 & 11.4.5

- No direct or indirect interest in the property being valued and acquired by MDOT
- Compensation paid for valuation service cannot be based on opinion of taking value
- No undue influence or coercion on valuation preparer
- EJC approver may act as negotiator on the parcel(s) they approve – **Locals only**
- The person acquiring the property may not supervise or formally evaluate the valuation preparer - **Waived for Locals up to \$15,000**
- The Valuation Preparer can act as negotiator if the property is valued at **\$15,000** or less.
- **The Appraiser, Review Appraiser or Waiver Valuation Preparer may act as negotiator if the property is valued between \$15,001 and \$35,000 (which is only government to government transactions for locals), if:**
  - **A Waiver Valuation is not used**
  - **FHWA approves in writing**
  - **A quality control process is in place**



# Waiver Valuations

## Ch 11.6.2

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1) Must be an uncomplicated valuation

2) EJC up to **\$15,000**; or

Government to Government transaction up to **\$35,000**

If, **>\$15,000 up to \$35,000** owner's option for an appraisal.

If accepts Waiver Valuation use, then need them to waive right to appraisal

NEW: Agency must certify that Representative Making Decision that a waiver valuation may be used understands “valuation principles, techniques, and use of appraisals” to determine if the valuation problem is “uncomplicated and within the waiver valuation limits.” (Ch 11.6.2.1)



# Waiver Valuation Determination Certification

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If a Waiver Valuation was used, by signing below the agency certifies that:

- The agency representative that made the decision to use a Waiver Valuation is competent in the real estate field and understands the valuation principles, techniques, and use of appraisals and has determined the valuation of the proposed acquisition is uncomplicated and will not cause damage to the remainder property that cannot be cured.
- The total estimated just compensation is \$15,000 or below; or, is \$35,000 or below for a government to government transaction.

Sign below to certify above statement if Waiver Valuation was used:

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Authorized Agency Official:

Title:

Date

NOTE: Above screen shot from Just Compensation Authorization Form



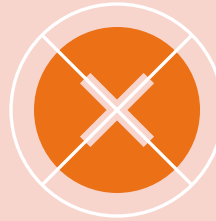
# Waiver Valuations

## Approved Reports

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- Market Study (combined with Assessor's Sales Report in next manual update)
- Broker's Price Opinion (BPO)

# Using Factors in Waiver Valuation Reports



Factors applied to a fee value for the purpose of providing a value for permanent rights that is less than fee rights (e.g. Easement) is not allowed (considered complicated valuation).



Factors such as capitalization rates that are used to assist in establishing temporary right values are not considered discounts and may be used.







# Appraisal & Appraisal Reviews

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Decision to use Appraisal/Appraisal Review

- 1) Complicated valuation at ANY value
- 2) Over **\$15,000** or if government owned up to **\$35,000** with approval from governmental entity to use waiver valuation and executing waiver of appraisal

# Appraisal & Appraisal Reviews

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- Must use a MDOT [Pre-qualified Appraiser](#)
- Appraisal Review must be done (at any value)
  - Must use a MDOT [Pre-qualified Appraiser](#) (different firm than appraisal)
  - Must indicate Recommended, Accepted, or Not Accepted



# Authorizing/Setting Just Compensation

## Ch 11.6.3

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- Valuation report is used as support for authorizing Estimated Just Compensation (EJC)
- Set by Authorized Agency Official (not consultant)
- Set prior to making offer
- Local Agency does not need to use MDOT's minimum offer amounts
- If use own minimum offers, must be consistent
- Incentive payments must be pre-approved by MDOT/FHWA





Questions??





# Written Good Faith vs Written Voluntary Offer

Ch 11.6.4

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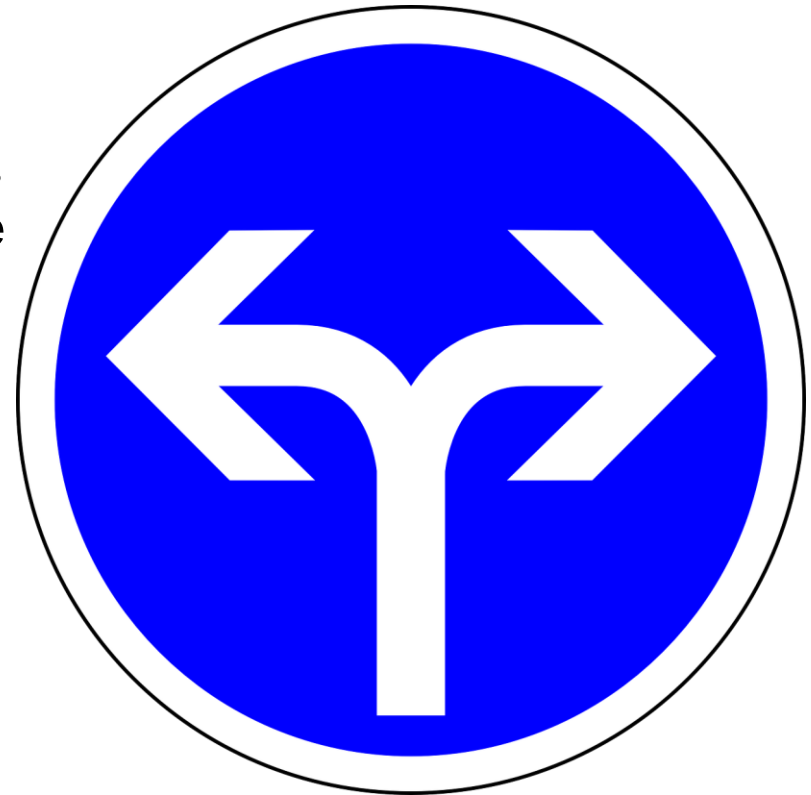
## Good Faith Offer:

- Under the threat of condemnation
- Must contain clause stating if Agency is reserving or waiving its right to bring federal or state cost recovery actions for the release of hazardous substances (Michigan requirement)

## Voluntary Offer:

- Will not condemn if do not come to an agreement (will walk away)
- Do NOT use term Good Faith Offer

Be clear which you are using...both are in writing!



A rectangular wooden sign with a light-colored, slightly textured surface. It is hanging from two pieces of natural twine. The sign has the text "BUT DID YOU" on the top line and "DOCUMENT IT?" on the bottom line, both in a bold, black, sans-serif font. The background behind the sign is a dark, textured fabric.

BUT DID YOU  
DOCUMENT IT?

# Memorandum of Negotiations

## Ch 2.3.4

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The Acquisition Agent maintains a record of negotiations with the property owner and all interested parties. The Memorandum of Negotiations includes:

- Dates of contact including all written and verbal communication
- Persons present and their interest or relationship to the property
- Place(s) of contact
- **All pertinent items discussed**
- An explanation itemizing the compensation offered in the Written Good Faith Offer Letter or Written Voluntary Offer Letter
- Date written offer was sent/presented
- If refused, a statement describing the reason(s) the offer was refused
- If a counteroffer was made, state and explain the nature of the counteroffer and supporting data
- Date and summary of all correspondence received and sent

# Right of Entry & Possession and Use Agreement

## Ch 11.7.5

- Need preapproval from MDOT Real Estate to use
- Used in exceptional cases only
- Need to be cleared within 6 months of execution, or MDOT may deny future requests to use or deny additional funding
- Documents give the legal right of Agency to perform construction activities on the subject property although final conveyance document has not been executed – does not give up right to take court action or owner's ability to fight over compensation



# Other Requirements

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- All conveyance documents (temporary or permanent) [need to include a sketch](#) (Local Agency's decision if an Act 132 is needed)
- [Agency must provide payment verification](#)
- [Relocation Eligibility Notice](#) - Noted in memo's not needed or provided to all properties
- Waiver of Appraisal – Government to Government transactions over [\\$15,000](#) up to [\\$35,000](#) when owner accepts the use of Waiver Valuation
- Water Line Replacement Certification Form – Need completed [with all water line replacements \(New Form\)](#)



# Functional Replacement

## Ch 2.7

Local Agency may provide compensation by functionally replacing a publicly owned real property with another that provides equivalent utility.





Questions??

# Police Power

## Ch 11.7.6

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Zoning requirement, subdivision plat dedications, tax sales, driveway permitting requirements, etc. NOT connected to a federal aid transportation project is NOT considered an acquisition under the Uniform Act.

- No connection to transportation project.
- Conveyance of right needs to be completed prior to starting negotiations for project.







# Existing Sidewalk/Non-motorized Path Ordinance

## Ch 11.7.3.4

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Allows Transportation Agency to use existing governing body's ordinance when replacing a sidewalk or path

- The area outside the ROW will not contain permanent structures
- The Governing body permits the Agency to use their rights
- The Agency's legal counsel provides an opinion that the ordinance provides the needed rights to access and complete the work needed and that the governing body has the right to permit the Agency to use those rights





# License – Nonmotorized Path

## Ch 11.7.3.1

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License for permanent rights ONLY may be used with utilities, railroads, or publicly owned property

Offer = Right you need, usually permanent right (e.g. Easement), not a license.

They can negotiate a License Agreement:

- Must be minimum 10 years, automatically renewable
- Local Agency's right to occupancy by agency including right to enter, construct, maintain and control access if needed.
- Designates responsible party for continued maintenance



# Donations

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Per Michigan Law, private owner's cannot donate prior to offer being provided.







# Water Service Line Replacement

## Ch 11.7.7

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Rights obtained by Water Authority – does not need to comply with Uniform Act

Rights obtained by anyone not the Water Authority – does need to comply with Uniform Act

# Design Build Projects

## Ch 11.5.3

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- Real Estate Project Manager must be designated and maintained
- Real Estate Consultant must be on MDOT's Pre-qualified consultant list
- Each phase for construction turned into MDOT Real Estate Coordinator for review
- Approval of Notice to Proceed (Approved ROW Cert) given by Real Estate Coordinator prior to construction being allowed on parcels acquired





# Path Permit

## Ch 11.7.3.3

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- Governmental entity property
- Governmental entity purpose is enjoyment of entity's natural and cultural resources
- No conveyance of permanent right
- Permit Fee may apply
- Parks, [schools](#), recreation land, etc.

# Other Procedures

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- Early/Advanced Acquisition – Limited Use (currently developing requirements)
- Acquisition from Local Agency Employee (Ch 11.7.8)
  - Need two appraisals completed, one reviewer
- Drive Closure (Ch 11.7.9) Determine need, want, permitted  
If need (would condemn) and no reasonable access or substantial diminished access is encountered
  - Valuation to determine if damage



# Condemnation

## Ch 11.11

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Inform MDOT of:

Potential condemnations prior to filing

- MDOT Local Agency Real Estate Coordinator
- MDOT Environmental

Trial or appeal is filed

- MDOT Local Agency Real Estate Coordinator
- Notify at least 30 days prior to trial or 7 calendar days of an appeal being filed
- MDOT Local Agency Real Estate – Possible condemnation support



# Selling or Leasing Federal Aid Property

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If property was purchased with federal aid or improvements were made with federal aid,

- Tracked by Local Agency
- Local Agency must determine fair market value (MDOT's pre-qualified appraiser not needed)
- Provide letter to MDOT
  - Local Agency is following MDOT's Real Estate Procedure Manual
  - Reviewed property and no longer need for transportation purposes
  - Confirm property has been appraised and it will not sell for less than Fair Market Value (or approved by MDOT/FHWA if less)
- Funds gained from the sale or lease for that portion of the property where federal aid was used, must be used by local agency for Title 23 Activities by MPO or Agency





Questions??



# Relocation Agents

## Ch 15

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Agency must have knowledgeable agency staff, or must use a consultant from MDOT's [Relocation Pre-qualified Consultant List](#)

# Relocation - COMPARABLE INSPECTIONS

## OLD RULE

- Comps shall be examined.

## NEW RULE

- Comps shall be **INSPECTED**. If not inspected, notify displacee in writing why inspection was not made.
- Can't rely on exterior visual inspection or MLS listing.

# Relocation - Residential

## OLD RULE

- Household income – Under 18 or full-time students

## NEW RULE

- Household income – Under 24 and students for at least 5 months

Collection of demographic info



# Relocation – Advisory Services

## OLD RULE

- Whenever possible, minority persons, shall be given reasonable opportunities to relocate to decent, safe, and sanitary replacement dwellings, not located in an area of minority concentration, that are within their financial means.

## NEW RULE

- Whenever possible, minority persons, **including those temporarily displaced**, shall be given reasonable opportunities to relocate to decent, safe, and sanitary replacement dwellings, not located in an area of minority concentration, that are within their financial means.
- **Maintain adequate written documentation of efforts made to locate comparable replacement housing**

# Relocation - Illegal Aliens

## OLD RULE

- Must certify – citizen, national of the US or alien lawfully present
- Alien - Bureau of Citizenship and Immigration Services (BCIS) Office.
- Citizen – Request evidence of US Citizenship of Nationality.

## NEW RULE

- Must certify – citizen, ~~national of the US~~ or alien lawfully present
- Alien - [Systematic Alien Verification for Entitlements \(SAVE\) Program](#)
- Citizen – Request evidence of US Citizenship of Nationality.

# Relocation - Threshold Changes

## OLD RULE

- RHP (90-day Homeowner) - \$31,000
- RHP – (Less than 90-day Homeowner/Tenant) - \$7,200
- Reestablishment - \$25,000
- Fixed Payment - \$1,000 - \$40,000
- Searching (Business) - \$2,500

## NEW RULE

- RHP (90-day Homeowner) - \$41,200
- RHP – (Less than 90-day Homeowner/Tenant) - \$9,570
- Reestablishment - \$33,200
- Fixed Payment - \$1,000 - \$53,200
- Searching (Business) - \$5,000
- Searching (Business) - \$1,000 with minimal/no documentation



# Relocation - Documentation

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- Preliminary Interview
- Determinations (Replacement Housing, Replacement Rental, etc.)
- Claims
- Decent Safe & Sanitary (DS&S) Certificate





Questions?

# Resources

[MDOT Local Agency Real Estate Guidance Website](#)

[MDOT Real Estate Procedure Manual – 2025](#) (Ch. 11 Local Agency Oversight)

[Uniform Act - 49 CFR 24](#)

[MDOT Preapproved Acquisition and Relocation Consultants](#)

[MDOT Preapproved Appraisers](#)

MDOT Publications:

- [Public Roads and Private Property \(Basic rights\)](#)
- [Your Rights and Benefits Booklet \(Relocation\)](#)

MDOT GovDelivery [Email Signup](#)

- **Real Estate Updates for Local Public Agencies**
- Real Estate Excess Property Auctions
- Local Agency Design Updates





# Gov Delivery – ListServ Email

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[Email Signup](#)



## Email Updates

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☐ Toward Zero Deaths (TZD)

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☐ Development Services

☐ Construction Restrictions

☐ Excess Property Auction

☐ Local Agency Program

☒ Real Estate Updates for Local Public Agencies

☐ Spring Weight Restrictions

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