Property Management’s Role in Excess Land

- Identify and Dispose of Excess Land
- Process and Facilitate Breaks in L.A. R/W
- Administer Request for Easements
- Provide Lease Administration
Leasing – Breaks - Easements

• Leasing
  • Rarely approve leasing requests
  • I-65 downtown parking leases

• L.A. R/W Breaks
  • Complex Transactions
  • Terry Lee Honda in Noblesville

• Easements Request
  • Unpopular, leave INDOT with encumbered excess
  • Utility Easements
Disposition Process

1. IDENTIFICATION / DISTRICT APPROVAL
2. OBTAIN LEGAL DESCRIPTION
3. ENVIRONMENTAL & APPRAISAL
4. COMMISSIONER ORDER
5. POLITICAL NOTIFICATIONS
6. AUCTION / ACCEPTANCE / CLOSING
Parcel Packet Prepared  
Central Office – 1 Day to Complete  
↓  
District Letter Signed  
District Real Estate – 1 Day to Complete  
↓  
Obtain Excess Legal Description  
INDOT Consultant – 30 days to complete (IC 4-20.5-7-4)  
↓  
Approve Excess Legal Description  
District Real Estate – 4 days to complete (IC 4-20.5-7-3)  
↓  
Obtain Environmental Clearance & Appraisals  
INDOT Environmental & INDOT Consultant – 30 Days to complete (IC 4-20.5-7-5 & IC 4-20.5-7-9)  
↓  
Review Appraisal  
Central Office – 3 days to complete  
↓  
Submit for Commissioner Order  
Central Office – 7 days to complete (IC 4-20.5-7-2)  
↓  
Notify IDOA/RE Consultant of Excess Real Estate  
Central Office – 1 day to complete  
↓  
Auction Real Estate  
IDOA Consultant – 75 days to complete  
(Includes 30-day political notification (IC 4-20.5-7-6) and marketing period (IC 4-20.5-7-14))  
↓  
Route Transfer Deed for Signature  
IDOA, Attorney General’s Office and Governor’s Office (IC 4-20.5-7-17) – 45 days to complete  
↓  
Close Property  
IDOA Real Estate Consultant – 30 days to complete  
(Buyer is allotted 30 days to close per the Conditional Sales Agreement)
Innovative Techniques

• Use of real estate consultants to market and sell excess land parcels.
• Use of consultants to provide environmental reviews, surveys and appraisals to help reduce workload on in-house staff.
• Maximizing value through direct marketing and “Sealed Bid Auctions”