

The Location Process and the Location Committee

The Location Process is the first step in the schedule of activities (Appendix “A”) that takes place to determine a route, acquire property and release for construction a right of way corridor or site on which a transmission line or other company asset will be built.

The Location Committee has a goal to “Locate company assets in a practical and feasible manner while causing the least amount of inconvenience to the general public”.

The process by which Georgia Power Company locates assets and determines transmission line routes has been in practice for approximately 50 years. We are extremely proud of our success rate using negotiations as the tool to acquire property and rights of way versus exercising the right of eminent domain or condemnation.

The right to use eminent domain to purchase or obtain easements over the lands of others is granted to electric utilities by the Georgia State Legislature. The strength of this past success of avoiding condemnations and the assurance this trend continues begins with the work of the Location Committee. Each member of the Location Committee must understand the crucial nature of their participation in the committee discussions, analysis and decision making. This participation must be engaging, creative, thought provoking and forward thinking to ensure the goal of the Location Committee is met.

The decisions have to be defensible in a court of law in the event such decisions are challenged. We must show the Special Master that the route was chosen:

- ❖ As a practical and feasible route/site.**
- ❖ Without preferential treatment.**
- ❖ Without being arbitrary or capricious or in bad faith.**

At any time if the Location Committee fails to perform at this level and standard our condemnation cases will become indefensible to the Special Master and the Georgia Power Company method of siting assets and locating transmission lines will become encumbered by legislative oversight.

Project Location Checklist

Project Definition(Scope):

All projects are conceived and implemented with expectations of locating a practical and feasible site/route for the project with minimum impact on the citizens of Georgia. The initial phase of a project should be about information gathering and becoming knowledgeable of the project. Due diligence during this phase will better prepare you to explain your projects to the general public and specifically how each individual will/may be impacted.

Notification of a project can come from several sources such as the Solution Team, schedule updates, Land engineering, Transmission, Location Supervisor, meetings, etc. Upon notification of a project you will/may need to act on the following:

- Determine Type of Project**
 - New Transmission Line
 - Transmission Line Re-Location
 - Transmission Line Re-Build or Upgrade
 - New Substation, Expansion or Re-location
 - DOT Project
 - Distribution
 - Generation

- Aid in Estimating**
 - Location Engineer Input
 - Project location (Geography)
 - Background (records, existing R/W and property)
 - Acreage
 - Number of parcels
 - R/W width

- Review Schedule**
 - Start Date – Completion Date – Duration

- Preliminary Investigation**
 - Contact Project Manager
 - Notify PowerTrac Administrators
 - Right of Way requirements
 - By voltage
 - Cross country / city street
 - By construction type (H-Frame vs. Single Pole)
 - Parallel lines
 - Underbuild
 - Terrain
 - Contact Land Engineering
 - Pull any existing records (Record Center/LIMS)
 - Plan sheets
 - Profiles
 - Substations
 - Order R/W report
 - DOT plans, R/R, pipelines, state property, etc.
 - Region contacts/information
 - FAA/Airport

Project Definition Notes:

Scope:

Project Name:

Complete name.

Project Need:

High level understanding of the need for the project.
(Planning projections, load demand, etc.)

Type of Facilities Needed:

Transmission Line voltage or Substation configuration
along with land rights (ROW requirements).

Termination Points or Site Location:

Beginning and ending substations, taps, load centers for
substations, etc.

Schedule:

Start - Finish - Duration

Miscellaneous:

Additional information pertinent to identifying the scope
of the project.

Preliminary Findings:

Physical Elements:

Things that may impact the project such as topography,
airports, navigable rivers, railroads, existing utilities, etc.

Special Conditions:

Territorial or Franchise issues, DOT, Federal or State
issues, etc.

Miscellaneous Information:

Any miscellaneous information that is needed or will help
in the analysis.

Assumptions:

Information which is understood or ideas being considered that will
underlie location constraints for the project. (ex. Underground
solution has been ruled out because of cost, topography suggests
using certain structures, etc.)

Location Phase

Location/Siting decisions are made by a committee which is chaired by the Land Department. The Location Committee must have representation from each interested area as indicated below. Each member should have the authority and expertise to make decisions for their respected departments. This committee will come to a consensus decision on a particular project after analyzing options considering community impact, environmental impact, sound engineering practices, reliability, safety and cost, etc. This analysis will be conducted while assuring that the names of the property owners remains anonymous. At no time during the Location Phase will property owner information be available to the Committee. Property owner information is not compiled until AFTER the Final Study Route has been identified AND the Location Letter has been mailed out.

Transmission Line	
Department:	Member Name:
Land - Location Chair	
Environmental Affairs	
TMC	
Transmission Line Design	
Transmission Planning	
Area Planning	
Distribution	
Region	
Transmission Line Const.	

Substation	
Department:	Member Name:
Land - Location Chair	
Environmental Affairs	
TMC	
Substation Design	
Transmission Planning	
Area Planning	
Distribution	
Region	
Substation Const.	
Land Engineering (Grading)	

Other Advisors to the committee may represent departments such as Corporate Communication, Legislative Affairs, Planning and Projects, Land Legal, Community and Economic Development as well as other Managers and Supervisors.

Data gathering and preliminary route/site analysis tasks will vary depending on whether the Location Engineer utilizes Land Engineering's GIS expertise or a consultant as a resource for the data necessary to locate a site or route a transmission line. In either case the Location Engineer will need to know what data is required, how to assemble the data and how to use the data in the location process. The Location Committee is responsible for determining the potential site or routes and ultimately the **Final Study Route**.

Data Gathering

- Identify the probable corridor/site
- Order aerial photography (GIS Referenced)
 - Determine scale
 - Black & White or Color
- Review and update applicable GIS Data Layers
 - Identify routing rules and criteria
 - Evaluation criteria (airports, cemeteries, churches, schools, cultural resources, historical sites, residences, businesses, etc.)
 - Buffers(rivers, streams, wetlands, underground utilities, etc.)
 - Obtain county property tax records/maps (separate parcel data from owner data and document how/who this is accomplished)
- Consider access for construction and maintenance.
- If applicable, coordinate work activities between the consultant and the Location Committee

Location Phase cont'd

Location Meeting Preparation

- Prepare the Project Scope to be presented to the Location Committee determined by Type of Project
 - Need
 - Required R/W width
 - Line construction type
 - Guys/Guy Flares
 - Underbuild(Transmission, Distribution, other)
 - Required substation area
 - Terrain
 - Etc.
- Visuals (presented as needed and in a timely manner)
 - Aerial photography and/or GIS output of the probable corridor/site
 - Tax Parcel information (**no property owner information**)
 - Parcel information obtained through third party to assure no ownership is identified prior to route/site selection
 - Misc. maps (USGS Topographical maps, County, ITS Grid, etc)
 - Demographic data
 - Etc.

Formulation of the Location Committee

- Identify departments that need to be represented
- Identify members moving from the Solution Team to the Location Committee
- Identify members who are regular participants in the Location Process if different from Solution Team participants
- Send notification of the project to managers/supervision of participants
 - Brief description of the location process.
 - Identify the project
 - State the scope of the project
 - State responsibilities of committee members
 - Emphasis commitment of time and effort required of members
 - Ask for recommendation or approval of a representative from their department

Location Meeting Invitation

- Timeliness
 - Two weeks notice is desirable
- Identify required attendees
- Identify optional/advisory attendees
- Preliminary Agenda
- Stress time commitment required for the meeting
- Include "Please send Representative to make decision on your behalf if you cannot attend"
- Copy management

Location Phase cont'd

Location Meeting Procedures

- Administrative
 - Agenda
 - Schedule
 - Arrange meeting room
 - Arrange on-site meeting location
 - Tools(tape measure, architect scale, hard hat, compass, etc.)
 - Lunch
 - Transportation (van)
- Circulate a sign in sheet
- Circulate minutes from previous meeting for additions/deletions
- Communicate role and responsibilities of committee
- Open and facilitate discussion
 - Keep on track
 - Seek participation of all attendees and minimize "Side" discussions
- Lead Committee to consensus decisions
 - Focus on issue resolution
- Documentation
 - Meeting minutes(may need to assign this duty each meeting)
 - Route analysis (keep documentation current) Appendix "B-B1-B2"
- Identify and assign action items to committee members
- Schedule next meeting
- Identify need for
 - Location Committee Advisors (i.e. Substation Construction, Land Engineering, etc.)
 - Optional attendees
- Thank Committee

Analysis and Documentation Review

- Review analysis and documentation of Location Process with Legal Services

Location Letter

- Format (Standardized)
- Timeliness
 - Within two weeks of final meeting
- Attachments/Visuals
 - Map of location
 - Aerial photography
- Review with supervisor prior to sending out letter
- Communicate two week time frame to comment on route
- Who to send letter to
 - Committee Members
 - Management of respective organizations
 - Land Engineering
 - Corporate Communication

Post Location Phase

Public Meeting Notification(when required)

- Due 30 days prior to first meeting
- Publish in newspaper of general circulation in each county
 - Date, time, location of each meeting
 - Statement of purpose for the meeting
 - Intent to construct or expand an electric transmission line for which the right of eminent domain may be exercised
 - Description of the project
 - General route
 - General property area within the area of the project
 - Width
 - Description of alternative construction approaches considered
 - Statement of why such alternatives were rejected
- Provide written notice, including the same information compiled and published in the public notice (newspaper), of the public meeting by certified mail to
 - Property owners of record over which line will be constructed
 - Chairpersons of chief executives of counties
 - Mayors of municipalities

Public Meeting (conducting when required)

- Minimum of one per county
 - If more than 50 owners; hold two or more
- Schedule at least one to start between 6:00 PM – 7:00 PM on a business workday
- Provide a description of the project
 - Include a description (maps, etc) of the general route
 - Include a description of the general property area within which the route is located
 - Width
- Provide a description of the alternative construction approaches considered
- Provide a statement of why such alternatives were rejected

Post Location Assessments

- If needed, work with the appropriate departments, agencies, etc to acquire/resolve
 - DOT permits
 - Environmental permits, mitigation
 - Region issues
 - FAA Evaluation/Permits
 - Etc.

Land Acquisition Support

- Agent questions
- Property owner questions
- Tweaking due to field surveys, meetings with property owners, environmental issues, etc.
- Preparation of Documents

Land Engineering Support

- Surveying
- Mapping

Post Location Phase cont'd

- Condemnation Expert Witness**
 - Preparation
 - Documents
 - Visuals
 - Calculation Checks
 - Survey Checks
 - Map Checks
 - Pre-Trial Conference
 - Condemnation
 - Burden
 - Practical and feasible location
 - Attire
 - Protocol

Below are some good examples of additional tools and resources that could be included in discussions and analysis of siting assets and line location. Don't assume everyone on the committee fully understands the points and specifics being discussed and don't be timid about introducing a variety of illustrations, maps, drawings, specifications, etc to the committee for review.

Examples:

• Right of Way with Diagrams	• Photos of Line Construction Types
• Right of Way Width Tables	• Typical Substation Layout Requirements
• Parallel Line R/W Diagram	• PowerTrac Manual
• Line Construction Types	• ETC.

Appendix “A”

Land Activities Schedule

- 1. Location**
- 2. Public Meetings (when required)**
- 3. Deed Research**
- 4. Owner Identification**
- 5. Property List**
- 6. Survey Permission**
- 7. Title Report**
- 8. Survey**
- 9. Mapping**
- 10. Profile Transmittal**
- 11. Plan Sheet Transmittal**
- 12. Appraisal**
- 13. Negotiations**
- 14. Easement Acquisition**
- 15. Construction Release**

Appendix "B"

Route/Site Analysis Field Survey Notes

Date:

.....
Committee Representative -
.....
Segment/Tract
.....

Analysis:

What are the findings as you are riding and viewing the route segment?

Structures, schools, churches, businesses, wetlands, creeks, obstructions, etc.

Additional Comments:

Other observations or views of this segment.

Issues/ Questions for further review:

Is there something you want to bring up for discussion with the committee about this segment?

Appendix "B-1"

Location Committee Route Assessments				
Bowen - Huntsville 230 KV TL				
SAMPLE				
Route Segment	A-B	B-C	C-D	D-E
Area Planning & Projects	Impact two houses significantly	ncroachment already exists	No issues	Getting close to a major highway intersection
Engineering	Span length too long	Need to install Self supporting structure	Steep slope for tower	No issues
Environmental	Crosses wetlands	Stream crossings but workable	Need to review database of plants	No issues
Land	May need to acquire in fee	Barn in the path	No issues	Work with DOT at highway crossing
Region Management	No issues	Within 500 ft of a school	Need to talk to County Planner	Potential road widening
Trans/Substation Construction	Good topography	Good topography	Steep slope to clear and construct	Road crossing problems
Trans. Planning (SCS)	Meets planning needs	Meets planning needs	Meets planning needs	Meets planning needs
TMC	Moderately difficult to maintain	Moderately difficult to maintain	Too steep	Busy intersection would make maintenance difficult
Additional Remarks				

Appendix “B-2”

Summation of Route/Site Evaluated

Route : A-D-H-I-J-R-AA-DD

This is the northern most route considered as a potential Final Study Route. Consideration was based on the findings and evaluations of the Location Committee of each line segment as shown in the Assessment Matrix and supporting field survey notes.

Insert a summary statement covering the issues, pro and con, for the subject route/site.

Provide a statement as to the final evaluation of this line/site emphasizing the reasons for acceptance or rejection as the Final Study Route.

Summation cont'd

Appendix "B-2"

Summation of Route/Site Evaluated

Route: A-C-F-G-L-M-N-P-BB-FF

This is the middle route (between the northern and southern) considered as a potential Final Study Route. Consideration was based on the findings and evaluations of the Location Committee of each line segment as shown in the Assessment Matrix and supporting field survey notes.

Insert a summary statement covering the issues, pro and con, for the subject route/site.

Provide a statement as to the final evaluation of this line/site emphasizing the reasons for acceptance or rejection as the Final Study Route.

Summation cont'd

Appendix "B-2"

Summation of Route/Site Evaluated

Route: A-C-L-M-N-P-BB-FF-HH-OO-RR

This is the southern most route considered as a potential Final Study Route. Consideration was based on the findings and evaluations of the Location Committee of each line segment as shown in the Assessment Matrix and supporting field survey notes.

Insert a summary statement covering the issues, pro and con, for the subject route/site.

Provide a statement as to the final evaluation of this line/site emphasizing the reasons for acceptance or rejection as the Final Study Route.