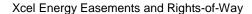
Encroachment Application

Electric Transmission Line





Instructions:

- All applicants proposing an encroachment on Xcel Energy electric transmission line easements or rights of way
 must complete the following form and return it with the required drawings, maps, and other plans.
- Additional information on encroachments, including initial guidance and frequently asked questions, is available
 on the Xcel Energy website.
- All encroachments must be approved by Xcel Energy prior to installation.
 - No encroachment will be permitted until all fees are paid and the agreement is signed by both parties.
- Please allow 2-4 weeks from date of submission for review and response:
 - Applications are processed as they are received.
 - Most proposed encroachments require review and approval by Xcel Energy engineering and/or operations staff.
 - More detailed requests may require additional time, depending on the scope, complexity, and if survey data collection is required.
 - If all information is not provided with the initial request this may add additional processing time.
 - Please indicate if a different timeline is requested. If the request is deemed urgent, please provide justification.
- The requested encroachment should not be in conflict with the terms and conditions of any existing agreement.
- If the request is approved, the applicant is required to notify Xcel Energy of the actual date the project is completed.
- Please see the instructions at the very bottom of the form for submitting applications to the appropriate regional contact.
- Please make sure this form is complete before submitting.
 - This is a <u>PDF Form</u> that may be filled out by typing in the fields below, or by printing the form, completing by hand and scanning to PDF.

NOTE REGARDING PAYMENT:

A **\$500.00** <u>non-refundable</u> administrative fee <u>must</u> be paid to Xcel Energy to process this application. Please make checks payable to *Xcel Energy*. Additional fees may be incurred depending on the scope, complexity, and if survey data collection is required.

1. Applica	nt Information				
	Property Owner: who will be executing the agreement)				
Full Name:				Date:	
Address:	Street Address			Apa	nrtment/Unit #
				7.40	
	City		State		ZIP Code
Phone:		E-mail:			

Other Contact:

(This section is intended for additional contact information or if a contact different than the applicant will be coordinating the encroachment request - e.g. Consultant, Engineer, or Project Manager at an engineering firm)

Company Name:		Position:			
	Da	ate:			
		Apartment/Unit #			
	State	ZIP Code			
E-mail:					
Provide a legal description of the subject property <i>photocopied</i> from the deed, certificate of title, abstract, or a certified survey of the parcel. <u>Quarter/Quarter and Section/Town/Range are required even if the description is a Lot and Block with a Plat.</u> Please see below for required Texas Legal Survey information.					
er:	1/4	1/4			
	Range:				
	Tract:				
	Labor:				
☐ Check if same as the applicant/property owner address above					
		Apartment/Unit #			
	State	ZIP Code			
ate nearest intersection	and provide s	specific directions to locate.**			
Please provide the following and Check the box if included:					
Any obtainable survey of the subject property					
☐ Legal description of the property☐ Subdivision map					
cating or identifying the	e property				
	ddress above ate nearest intersection	State E-mail: Discopled from the deed, certificate of wn/Range are required even if the destal Survey information. Er:			

List n	ame(s) of other maps here:				
4. Pr	oject Plans & Information				
	e complete the following – The lite the review process. The more		mation, drawings, and dimensions that can be provided helps		
•	Energy Facility:				
	ic Transmission: Overhea	ıd 🗌 Undergi	round		
Detail	——ed Description of Proposed Encr		_		
Sched	יסווק.				
	ested Review Completion Date:		Comments:		
	sed Construction Start Date:		Comments:		
Anticipated Construction End Date:			Comments:		
<u>Pleas</u>	e provide the following and chec	k the box if included	<u>'.</u>		
Plans or Drawings – showing size and location of proposed encroachment, including dimensions to a reference point - edge of right of way, property line, wires, or structure (e.g. Shed to be located 25 east of structure in NW corner of property, 10 feet south of North property line)					
	Elevation, Profile or Cross Section Drawings of proposed encroachment (e.g. Shed Plans, Fence Plans, etc. w/ height and dimensions)				
	Grading / Contour / Landscape / Drainage Plan Drawings (when excavation or grading work is being performed)				
	Roadway, Parking Lot, or Driveway Plans (including pavement and curb elevations)				
	Lighting and Signage Plans (Light Poles, Billboards, Flagpoles, etc.)				
	Photos of Proposed Encroachment, Proposed Location, and Nearest Transmission Facilities				
	Any other plans, maps, or marked up drawings that would be helpful				
Key Ir	nformation to include, preferably	on drawings and ma	aps:		
	GPS or Survey Coordinates of Encroachment Location				
	Distance between Encroachment and nearest structures, anchors, or facilities				
	Distance between Encroachn	nent and edge of R	ight-of-Way		
	Underground Utility or Pipelin	ne Info: Diameter, I	Material, and Buried Depth		
	☐ Angle of Crossing (for pipelines - Gas, Sewer, or Water & Underground Utilities)				
List na	ame(s) of other files / drawings h	ere:			

When possible, please provide files of the following type:
2-Dimensional CAD drawing files of proposed encroachment, grading, etc.

• 3-Dimensional CAD drawing files of proposed encroachment, grading, etc.

Acceptable File Formats:

Both *PDF* and *DXF* file formats are preferred.

Survey System:

• If drawings are survey orientated to a coordinate system, please provide which system – e.g. Hennepin County Coordinate System or UTM Zone 15N (WGS84), etc.

Additional Information:					

5. Application Submittal

<u>Submit completed requests to the appropriate regional contact's e-mail address:</u>

Operating Company / Service Area	Regional Contact	E-mail Address and phone #
Public Service Company of Colorado (PSCo):	Tyler Swanson Siting & Land Rights Agent	coloradorightofway@xcelenergy.com (303)-571-7240
Colorado		(000) 0111210
Northern States Power (NSP) - MN:	Chad Peterson,	midwestrightofway@xcelenergy.com
Minnesota, North Dakota, South	Siting & Land Rights Agent	(612)-330-6007
Dakota		
Northern States Power (NSP) – WI:	Dawn Schultz	midwestrightofway@xcelenergy.com
Wisconsin, Michigan	Siting & Land Rights Agent	(612)-330-6007
Southwestern Public Service	Jason Lytal	southwestrightofway@xcelenergy.com
Company (SPS):	Siting & Land Rights Agent	(806)-640-6606
Texas, New Mexico, Oklahoma,		
Kansas		

If unable to submit via e-mail, please mail all documentation to the appropriate regional contact's address:

Operating Company / Service Area	Regional Contact	Address
Public Service Company of Colorado (PSCo):	Tyler Swanson Siting & Land Rights Agent	Attn: Xcel Energy - Siting & Land Rights
Colorado		1800 Larimer St. – Suite 400 Denver, CO 80202
Northern States Power (NSP) – MN:	Chad Peterson	Attn:
Minnesota, North Dakota, South Dakota	Siting & Land Rights Agent	Xcel Energy - Siting & Land Rights 414 Nicollet Mall – 6 Minneapolis, MN 55401
Northern States Power (NSP) – WI: Wisconsin, Michigan	Dawn Schultz Siting & Land Rights Agent	Attn: Xcel Energy - Siting & Land Rights 1414 West Hamilton Ave PO Box 8 Eau Claire, WI 54702
Southwestern Public Service Company (SPS): Texas, New Mexico, Oklahoma,	Jason Lytal Siting & Land Rights Agent	Attn: Xcel Energy - Siting & Land Rights 790 S. Buchanan St.
Kansas		Amarillo, TX 79101

OFFICE USE ONLY:	Request form maintained by Riley Moldenhauer, Transmission Line Engineering Dept.	Date Last Updated:	03/04/2020	
	>>>Please contact him with questions or comments (riley.j.moldenhauer@xcelenergy.com)	Form Version:	3	