

# **DOMINION TRANSMISSION, INC.**

## **Guidelines for Construction Activities on Rights-of-Way And in the Vicinity of Dominion Transmission, Inc. (DTI), Pipelines**

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**1. NOTIFICATION**

A. Preliminary notification of construction plans should be made as early as possible in the planning process, allowing for accurate location of DTI facilities in the field. In many locations, DTI utilizes the design stage One Call System to initiate this request. DTI will field locate the horizontal alignment of pipelines when requested. When the vertical alignment is required, it will be the responsibility of the inquiring party to determine the elevation by excavation with a DTI inspector present. If the inquiring party so requests, DTI will determine the depth of cover and will bill the requesting party for all costs incurred. Pipeline depth will not be determined utilizing bar probing because this may damage the pipelines protective coating. The only acceptable method to determine a pipelines depth is hand or vacuum excavation. The field location of these facilities should then be accurately included in development / construction drawings. DTI's ability to locate it's facilities horizontal alignment have proven very accurate over time. DTI will not be held responsible for others' inaccuracies in transferring those locations into surveys for development / construction drawings. DTI recommends the use of a licensed PLS (Professional Land Surveyor).

Dominion Transmission, Inc. (DTI) shall be notified at least seventy-two (72) hours prior to any earth disturbance activities across, on, or within one hundred (100) feet of its facilities. Facilities shall include, but not be limited to, rights-of-way (ROW), fee properties, easements, pipelines, M&R Buildings, and valve sites. No equipment shall enter onto DTI Facilities unless a DTI representative is on location.

An earth disturbance activity is any activity that will result in a disturbance to the surface or subsurface of the earth. It includes but is not limited to excavations formed by cutting, grading, digging or scooping, boring, tunneling, strip mining operations, timber operations, blasting, construction of structures, demolition work, traversing easement with heavy equipment, etc.

B. No earth disturbance activity shall occur in the vicinity of DTI facilities until:

Proper telephone notification has been made to the appropriate one call system. (various state one call system numbers are listed below) and a DTI inspector is on site to monitor the excavation activities.

<b>State</b>	<b>One Call System</b>	<b>Number</b>
Maryland/ Northern Virginia	Miss Utility	1-800-257-7777
New York	Dig Safely New York	1-800-962-7962
Ohio	Ohio Utilities Protection Service	1-800-362-2764
Pennsylvania	Pennsylvania One Call System	1-800-242-1776
Virginia	Virginia Utility Protection Service	1-800-552-7001
West Virginia	Miss Utility of West Virginia	1-800-245-4848

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**2. DRAWINGS FOR PROPOSED CONSTRUCTION OR MAINTENANCE**

All proposed construction or maintenance in the vicinity of DTI's facilities require the submittal of plan and profile drawings for review and approval by DTI. Three (3) copies of these drawings must be submitted to DTI's local office prior to the beginning of any proposed construction or maintenance. All drawings must show, in detail, all DTI facilities and other landmarks that will allow DTI to determine the effects of the proposed construction or maintenance activity on its facilities. (Local office address and contact information attached)

**3. DTI EASEMENT / REIMBURSEMENT AGREEMENTS**

- A. DTI will determine if an Encroachment Agreement will be required for any proposed construction or maintenance within DTI's ROW. The agreement, prepared by DTI, will outline the responsibilities, conditions and liabilities of each party. This agreement shall be fully executed and in DTI's possession prior to any work being done on the ROW.
- B. DTI will determine if a Reimbursement Agreement will be required for any proposed construction or maintenance within DTI's ROW. This agreement, prepared by DTI, will outline the reimbursement procedure for necessary and appropriate preliminary engineering and actual field inspection work to be completed by DTI. This fully executed agreement, including a check made payable to "Dominion Transmission, Inc." for the estimated cost of DTI's services, shall be in DTI's possession prior to any preliminary engineering, field inspection services or any actual work is performed on the ROW.

**4. INSURANCE COVERAGE**

DTI, at its discretion, may request evidence of comprehensive general liability insurance coverage in the minimum amount of \$1,000,000 prior to any construction or maintenance activity in the vicinity of its facilities.

**5. CROSSING PIPELINES WITH HEAVY EQUIPMENT**

To protect DTI's facilities from external loading, DTI will perform a field survey and an engineering study to determine the effects of any proposed activity over its pipelines. Mats, timber bridges or other protective materials deemed necessary and appropriate by DTI must be placed over DTI's facilities for the duration of any loading. Protective materials shall be purchased, placed, and removed at no cost to DTI, and the ROW shall be restored to its original condition, including proper vegetative cover and appropriate erosion and sedimentation controls, upon completion of work.

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**6. EXCAVATION, CUTS OR FILL IN THE VICINITY OF DTI'S PIPELINES**

- A. A DTI representative MUST be on location prior to construction activity or use of heavy equipment of any description within DTI's right-of-way.
- B. No heavy equipment of any type will be permitted to work directly over DTI's pipelines without prior written approval from DTI. If approved, a limited number of crossings will be designated. Construction safety fencing is required to delineate ROW from construction area for large developmental projects.
- C. All excavation within twenty-four (24) inches of any DTI pipeline will be performed by hand. At the discretion of DTI's onsite representative, excavators may be required to hand dig beginning at a distance greater than twenty-four (24) inches. Once the pipeline is exposed by hand, the excavation company or Developer / Contractor may excavate by mechanical means with a backing bar on the excavator bucket teeth to protect pipe from potential damage, if approved by the DTI inspector on site. A thorough inspection of the exposed pipe must be made. DTI personnel must complete a Transmission Field Inspection Report (TFIR), and repair any coating damaged by excavation activity before backfilling the pipeline. Any damage resulting from Developer / Contractor negligence will be repaired at their expense.
- D. All excavations within the ROW shall be backfilled with a maximum of twelve (12) inch lifts using mechanical compaction equipment. Compaction equal to the existing undisturbed soil must be achieved.
- E. No grade cuts will be permitted within DTI's ROW unless agreed to in advance and in writing by DTI and with DTI's representative on location. If appropriate, DTI may require that an engineering study be performed to ensure that the lateral stability of DTI's pipelines is not affected. The cost of this study shall be borne by the Developer/Contractor.
- F. When boring under DTI pipelines, Developer / Contractor shall expose sixty (60) inches below the bottom of each pipeline to ensure maintaining appropriate clearance. Developer / Contractor will be required to verify proper clearance prior to the bore crossing beneath pipeline. This can be accomplished by excavation on the side of the pipeline closest to the bore pit. Plan and profile drawings are required for all proposed borings.
- G. No fill is permitted over DTI's pipelines unless agreed to in advance and in writing by DTI. If appropriate, DTI will perform an engineering study to ensure that the external loading and cathodic protection systems of DTI's pipelines are not adversely affected. The cost of said study shall be borne by Developer / Contractor.

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- H. A minimum of thirty-six (36) inches of clean backfill over the top of the pipelines should be maintained. For landscaping or grading purposes, seventy-two (72) inches is permissible. The minimum earth cover over pipelines at all street and road crossings, including the adjacent ditch line, shall be thirty-six (36) inches. Thirty-six (36) inches of minimum cover shall be maintained at stream and river crossings.
- I. No trash or debris shall be placed in any excavation or left in or on the ROW.

**7. ABOVEGROUND STRUCTURES**

In order to provide for adequate maintenance and operation of DTI's facilities, no aboveground appurtenances or structures are to be located within DTI's ROW. Unless otherwise specified in the easement, a minimum of twenty-five (25) feet of clearance on each side of the center of the pipeline should be maintained where permanent surface structures are being proposed. Likewise, when two or more pipelines share the same right of- way, structures should not be installed within twenty-five (25) feet of either outside pipeline. Permanent structures must be kept a minimum of one hundred (100) feet from natural gas wells unless otherwise specified in the easement. In the event the easement agreement contains the right for DTI to install additional pipelines, a minimum of twenty-five (25) feet of clearance must be maintained from the location of any possible future pipeline(s). The appurtenances and structures include, but are not limited to, the following: utility poles, steel towers, guy wires, other structures supporting aerial lines, satellite dishes, manholes, catch basins, utility pedestals, transformers, fire hydrants, utility sheds, buildings of any type, etc.

**8. PROPOSED PIPE AND UTILITY LINE CROSSINGS**

A. General Requirements

- 1. All underground utility lines shall cross beneath DTI's pipelines with a minimum of twenty-four (24) inches of vertical clearance. Despite any agreement to allow a foreign line to cross over or under DTI's pipelines, the owner of the foreign line shall bear all costs of removing its line, if at any future date, DTI deems the removal or other accommodations necessary for the operation, maintenance or construction of DTI's facilities.
- 2. All foreign lines shall cross DTI's facilities at an angle of ninety (90) degrees, or as near as possible thereto. Buried utility lines must be identified with permanent aboveground markers where the lines enter and exit DTI's ROW. It is the line owner's responsibility to obtain any rights to install the markers, and to maintain the markers. Longitudinal occupancy of DTI's ROW shall not be permitted.

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3. No manholes, valves or other appurtenances shall be permitted within DTI's ROW.
4. Vertical or horizontal bends are not permitted within DTI's ROW for any utility line installed.
5. DTI's facilities are cathodically protected. All other cathodically protected facilities that enter or cross DTI's ROW must have test leads installed, at the crossing utilities' expense. All necessary measures (coatings, electrical bonds, etc.) shall be taken to ensure that the proposed pipe or utility is adequately protected from potential interference effects. Any inquires for cooperative testing should be directed to DTI's local office.
6. All underground utilities (other than residential telephone, cable TV and 24 volt DC power lines) shall have plastic identification tape installed no closer than eighteen (18) inches above the line.

**B. Water and Sewer Lines**

All water and sewer lines shall be either (1) ductile iron pipe (adequately protected from DTI's Cathodic Protection System) or (2) plastic pipe installed in coated rigid steel casing (minimum of schedule 40) for the full width of the right-of-way. No piping connections will be allowed within five (5) feet of any DTI line.

**C. Communication, Power or Combustible Material Lines**

1. All buried telephone, television or data cables (other than residential telephone and cable TV) crossing DTI's facilities shall be installed in rigid steel casing (minimum of schedule 40) for the full width of the right-of-way.
2. All buried electrical cables except 24-volt DC power lines (including single residential service drops) crossing DTI's facilities shall be installed in rigid steel casing (minimum of schedule 40) for the full width of the ROW.
3. All buried residential telephone, television and 24-volt DC power lines shall be encased in plastic conduit for the full width of the ROW.
4. All buried plastic combustible material lines (including single residential service drops) crossing DTI's facilities shall be installed in rigid steel casing (minimum of schedule 40) for the full width of the ROW.

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5. All buried steel combustible material lines crossing DTI's facilities shall be concrete-coated for the full width of the ROW.

NOTE: Additional protection may be required in certain situations.

### **9. PROPOSED ROADS, STREETS AND COMMERCIAL DRIVEWAYS**

- A. Field surveys and engineering studies must be conducted for all roads, streets, driveways, etc. proposed to be constructed on DTI's ROW. Reinforced concrete slabs or other protection required by DTI will be installed at no expense to DTI.
- B. The minimum earth cover over DTI's pipelines will be thirty-six (36) inches at all roads, highways, streets, etc. including adjacent ditch lines. In many cases, additional earthen cover will be required.
- C. Roads and streets crossing over DTI's pipelines shall cross at an angle of 90 degrees, or as near as possible thereto. All crossings must be over straight pipe and at locations free of any crossovers. Longitudinal occupancy of the ROW shall not be permitted.
- D. Vibratory rollers for compacting road sub-base shall be turned off at pipeline crossing to reduce potential coating damage.
- D. A permanent pipeline marker, supplied by DTI, will be installed at all road crossings.
- E. Paving of any type will necessitate an encroachment agreement. DTI will retain the right to cut all present and proposed paved areas for maintenance and operation of its facilities and for the construction of future facilities, and will have no responsibility for the restoration of the pavement, loss of use of the paved area, loss of access road across the paved area, or any other associated costs.
- F. Access to the earth above each pipeline for leak detection (flame ionization) and cathodic protection surveys must be maintained.

### **10. DISPOSAL SYSTEMS**

No septic tanks, leach fields, liquid disposal systems or hazardous waste disposal systems will be allowed on, to drain across or pool on DTI's right-of-ways. This will include, but not be limited to, effluent from sewage disposal systems, the discharge of any hydrocarbon substance, the discharge or disposal of any regulated waste, or any other discharge that may prove damaging or corrosive to DTI's facilities.

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**11. IMPOUNDMENT OF WATER**

- A. In order to provide for adequate operation and maintenance of DTI's facilities, impoundment of water on DTI's ROW is not permitted.
- B. Temporary soil erosion and sediment control devices and storm water detention basins/traps are not permitted on DTI's ROW unless agreed to in advance and in writing by DTI.

**12. BLASTING**

- A. No explosive detonations will be permitted within two-hundred (200) feet of DTI's facilities without (1) prior analysis and written approval from DTI and (2) DTI's representative on site during blasting to determine if the detonation stresses will be detrimental to the safety of DTI's facilities. Information required to complete DTI's "Blasting Data Sheet" must be submitted to DTI for evaluation and approval at least two (2) weeks prior to the proposed date of blasting activity. The blasting Developer/Contractor will be required to verify, by signature, the proposed blasting plan.
- B. When blasting is used in the vicinity of DTI's facilities, the peak particle velocity (PPV) measurement at the facility shall not exceed two (2) inches per second. When multiple charges are used, the minimum time between detonations shall be eight (8) milliseconds. The seismic shock from any blasting affecting DTI's facilities shall be monitored and recorded at the facility by a seismograph to be furnished by the blasting contractor. Copies of any such readings shall be provided to DTI when requested at no cost to DTI.

**13. LANDSCAPING**

- A. Trees are not permitted on DTI's right-of-way.
- B. No large, deep-rooted shrubs are permitted on DTI's right-of-way.
- C. On properties subject to easement agreements with undefined right of way widths, trees must be kept a minimum of twenty-five (25) feet from the edge of the outermost pipelines.
- D. With prior approval from DTI, the planting of lawn and shallow-rooted, low growing shrubs (less than five (5) feet in height at maturity) will be permitted provided that the shrubs are located at least five (5) feet from the edge of each pipeline, thus allowing clearance over each pipeline for periodic inspections of DTI's facilities.

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- E. Under no circumstances will mechanical equipment, of any type, be permitted in the planting of shrubs.
- F. DTI reserves the right to cut and/or remove landscape plantings placed on DTI's right-of-way as required in the operation, inspection and maintenance of its pipeline facilities; further, DTI assumes no responsibility for any cost involved in the replacement of said cut and/or removed landscape plantings.
- G. DTI will determine if an Encroachment Agreement, outlining the responsibilities, conditions and liabilities of each party, will be required. If it is determined that an encroachment agreement is required, the agreement must be fully executed and in DTI's possession prior to the commencement of any planting.

### **14. PIPELINE MARKERS**

Developer/Contractor will ensure that all temporary and permanent pipeline markers installed by DTI are protected and maintained at all times during construction. Any permanent markers damaged or removed by the Developer/Contractor will be replaced by DTI at the Developer/Contractor's expense. No work will be allowed to commence until, in the opinion of DTI, sufficient pipeline markers are in place.

### **15. RIGHT OF INGRESS AND EGRESS**

DTI must have unrestricted right of ingress and egress to all of its facilities at all times. DTI, at its discretion, may require that new fences have a twelve (12) foot wide gate installed by the Developer/Contractor where the fence crosses the ROW. The gate shall be installed as to minimize vehicular and equipment travel over DTI's facilities.

### **16. COMPENSATION FOR DAMAGES**

DTI shall be fully and completely compensated for any damage to its facilities resulting from the acts of third parties who are working in the vicinity of DTI's facilities with or without DTI's consent.

### **17. INDEMNIFICATION**

DTI shall be indemnified from and against all claims, losses, demands, damages, causes of action, suits, and liability of every type and character, including all expenses of litigation, court costs, and attorneys fees, for injury to or death of any person, or for damage to any property, arising out of or in connection with work undertaken by or on behalf of the Developer / Contractor in the vicinity of DTI's facilities.

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**18. STATEMENT REGARDING EXISTING RIGHTS**

Nothing contained herein shall be construed to convey, waive, or subordinate any of DTI's existing rights whatsoever.

**19. STATEMENT REGARDING REQUIREMENTS FOR CONSTRUCTION OR MAINTENANCE**

Some construction and maintenance activities are reviewed and approved at one point in time, and it may be a long period of time before the actual work takes place. Therefore, all construction and maintenance activities are subject to DTI's requirements in effect at the time the work actually takes place. In addition, the requirements described in this document represent the minimum acceptable standards regarding third party construction and maintenance activities in the vicinity of DTI's facilities. DTI's review of these proposed activities may require more stringent protective measures.

**20. WAIVER OF REQUIREMENTS BY DTI**

All provisions contained within these guidelines are required and must be followed by the Developer/Contractor unless DTI provides a written waiver, in advance, of any of these requirements.

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**DEVELOPER / CONTRACTOR VERIFICATION**

This form serves as formal documentation that I have met with a DTI representative concerning the One-Call notice number \_\_\_\_\_. Once DTI personnel have approved plans for earth disturbance, any modifications to the approved plan must be re-approved before any earth is disturbed except as originally approved by DTI.

During the course of this meeting the following information was presented and explained to me to allow a full understanding of the below mentioned information. *(Please mark the box indicating understanding.)*

- ☐ Guidelines for Construction Activities
- ☐ Specific notification contacts for coordinating pipeline line encroachments
- ☐ Emergency notification numbers
- ☐ The pipeline(s) in question were marked by the DTI representative.

I hereby acknowledge that I have reviewed the aforementioned information and agree to abide by the terms of the guidelines.

Person Performing Excavation Activity:

(Please print) \_\_\_\_\_

Signature \_\_\_\_\_

Title/Position \_\_\_\_\_

**24-Hour Emergency Number**  
**1-888-264-8240**