



**LANDS ROW MANAGEMENT AND  
TRANSMISSION ENGINEERING UNIFORM STANDARDS  
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## 1. PLAN SUBMITTAL & REVIEW

For safety and liability reasons, it is necessary for Nevada Power Company's (NPC) Right-Of-Way (ROW) Management Department to review development plans to insure they are in compliance with specific guidelines we must meet for the continued safe and reliable operation of our facilities.

It is necessary to submit your improvement plans for review if the property being developed is immediately adjacent to or contains NPC transmission high voltage facilities, easements or rights-of-way, or if you prepared a Tentative or Final Map that confirmed NPC transmission high voltage facilities, easements or right-of-way.

You will need to complete a "Land ROW Management Application for Plan Submittal Review" and include it with the drawings you are submitting. This will be your "Plan Submittal Package"

Applications are available at the information desk of our main building at 6226 W. Sahara or online at:

<http://nevadapower.com/services/business/construction/plan/>

When the review process is complete, you will receive a written notice from the ROW Management Department. The types of notifications are further described in this Standards Document. These written notices must be provided to all Governmental entities when requesting drawing approvals and when permitting to proceed with your improvement plans.

### 1.1 Plan Submittal Review Procedure

Please deliver the "Plan Submittal Package" (including all subsequent revisions) to the NPC's ROW Management Department for review, by hand or by mail to:

**NPC– Land Services  
Attn: ROW Management Department  
6226 West Sahara Avenue M/S 9  
Las Vegas NV 89146**

The plans submitted with the "Lands ROW Management Application for Plan Submittal Review" must show NPC's ROW, pole locations, pole number(s) and grading. Without this information, the plans will be considered incomplete and will not be processed. Improvement plans shall include: architectural drawings, grading plans, utility plans, building plans, profiles, and elevations, landscaping, signs, traffic, and lighting plans. (as applicable to your specific development)

Submittals will be reviewed by a NPC's ROW Management. ROW Management will be your primary contact for information regarding your project. ROW Management will review the "Plan Submittal Package" for completeness and to determine the extent of the impact upon NPC's

Transmission easements or rights-of-way (NPC's ROW). Incomplete submittals will not be processed. You will be notified if the submittal you have provided is incomplete, however, incomplete applications and drawings will not be returned. Written notification of the status of your submittal will be provided throughout the review process.

## **1.2 Review Types**

### **1.2.1 No Conflict Process**

In the event there are no transmission corridors/facilities within or adjacent to the proposed development/property, ROW Management will issue a No Conflict Letter. No further action is required unless Applicant's revisions encroach upon NPC's ROW.

### **1.2.2 Private Development Conflict Process**

The ROW Management Department will send or e-mail notification confirming the receipt of the completed submittal package and provide contact information. In the event the proposed development encroaches upon NPC's ROW, ROW Management will then prepare and send a "Transmission Use Agreement Notification" and, "Acknowledgement of Responsibility" (see Appendix A) to the applicant.

The Applicant must sign and return "Acknowledgement of Responsibility", along with a check for the fees to the Coordinator. Both the "Acknowledgement of Responsibility" and the fees must be received before the project will be reviewed for compliance with electrical clearance, access, and maintenance requirements.

A reminder will be sent if the fees and, "Acknowledgement of Responsibility", are not received within 30 days of the original request. If there is no response after 30 days from the date of the reminder, the project will be cancelled.

In the event the encroachment is in compliance, NPC ROW Management will issue a "Transmission Use Agreement". In the event the encroachment is not in compliance, the plans will need to be revised and resubmitted or the Applicant must agree to relocate or modify NPC's transmission facilities accordingly (See Section 3).

A private development project is not approved until a "Transmission Use Agreement" has been executed.

NOTE: Current processing time for a "Transmission Use Agreement" is currently 14 to 16 weeks. Time starts once the completed application and the applicable fees are received..

### **1.2.3 Governmental Agency or Utility Conflict Process**

The ROW Management Department will send or e-mail notification confirming the receipt of the completed submittal package and provide contact information. In the event the proposed development encroaches upon NPC's ROW, ROW Management will then prepare and send a "Governmental Acknowledgement of Responsibility" (see Appendix B) to the applicant.

The Applicant must sign and return "Governmental Acknowledgement of Responsibility". Both the "Governmental Acknowledgement of Responsibility" must be received before the

project will be reviewed for compliance with electrical clearance, access, and maintenance requirements.

A reminder will be sent if the “Governmental Acknowledgement of Responsibility”, is not received within 30 days of the original request. If there is no response after 30 days from the date of the reminder, the project will be cancelled.

In the event the encroachment is in compliance, NPC ROW Management will issue two copies of the “Governmental Agency and Utility Notification Letter”. This document incorporates our “Transmission Use Agreement” terms and conditions in a format specific to Governmental and Utility projects. In the event the encroachment is not in compliance, the plans will need to be revised and resubmitted or the Applicant must agree to relocate or modify NPC’s transmission facilities accordingly.

A Governmental Agency or Utility project is not approved until a “Governmental Agency and Utility Notification” has been executed.

### **1.3 Expediting**

If you determine that our turn around timeframe does not meet your needs, you may request to have your project expedited by an approved outside consultant. The project must be submitted in accordance with our requirements and we must receive the “Acknowledgement of Responsibility” and fees, if applicable before a project may be referred to a consultant. You will negotiate directly with the consultant to determine expediting fees and to execute a contract with them. When the consultant notifies us that a contract is in place, the project will be reassigned for expediting.

### **1.4 Construction Violations**

The only documents that are considered approvals, thereby authorizing your project to proceed to construction, are a “No Conflict Letter”, a “Transmission Use Agreement” or a Governmental Agency and Utility Authorization.

If your project goes to construction without this approval, you are subject to a “stop work order” and an additional “Safety and Encroachment Violation” fee of \$5000 will be assessed for each incident when our inspectors or staff members are called to the site.

### **1.5 Possible Delays:**

These items most frequently delay the completion and approval of projects.

- Incomplete initial application for plan submittal.
- Drawings do not show easements, pole locations, pole numbers and grading.
- Improvements not in compliance with electrical clearance, access, and maintenance requirements.
- Applicant does not provide requested revisions or information needed to complete review.
- Applicant does not return “Acknowledgement of Responsibility” and associated fees. (This document is sent to the Applicant after Transmission has reviewed the Plan Submittal Package)
- Applicant's plans require relocation of NPC’s facilities or modifications.

## 2. NPC's CLEARANCES & REQUIREMENTS

The following information may be used as a guideline to aid in the preparation of development plans. Our standard drawings are referenced and included with this document. This information is provided only as a reference, each project must be reviewed individually and engineering calculations performed for specific clearances by NPC Transmission Engineering.

### 2.1 Development Within Transmission Corridors

Development within or adjacent to Transmission corridors require a case-by-case review. In order to ensure the safety of the public, the following conditions must be met:

- Compliance with all NESC (National Electric Safety Codes) or OSHA (Operational Safety and Health Administration) requirements.
- Materials and equipment cannot be stockpiled within a transmission easement.
- Pole bollards are required and shall be installed by the owner if parking is within 10' of any transmission structure. (See STD-D1.)
- A 40' x 40' square must be maintained on one side of tangent structures and a 40' x 40' square around a dead end structure to allow access for maintenance purposes. (See STD-D3 and STD-D4.)

This is also to inform you that it is necessary to obtain prior approval from NPC's ROW Management Department for future projects and any changes or revisions to this project. Certain improvements, for safety and liability reasons, are typically not allowed within transmission corridors, including but not limited to the following items:

- Parking or storage of vehicles exceeding 8' in height
- Covered parking
- Parking lights
- Metallic fences or block walls
- Excavation, elevation or grade changes
- Buildings or structures and free standing signs
- Swimming pools
- Pine and palm trees
- Trash enclosures
- Playground Equipment

### 2.2 Conductor Clearances

All projects require NPC approval for conductor clearances.

**Note:** Customers are responsible for complying with all OSHA and NESC clearances within and outside of NPC corridors. Clearance violations and/or encroachments will require redesign.

- **Buildings and Structures** - Buildings and structures are not allowed in NPC corridors. Architectural plans are required to be submitted for review when. Awnings and other projections/overhangs are checked to ensure that there are no easement encroachments.
- **Signs** - Signs must meet the minimum vertical and horizontal clearances to designated or existing transmission kV lines as outlined in the NESC (See Section 2.4 Grounding Requirements.)
- **Fences** - Fences must meet the minimum vertical clearance for the lines they are under. Access to NPC corridors must be maintained. Metallic fences require adequate grounding. (See Sections 2.4 Grounding Requirements and 2.5.1 Access.)

- **Gates** – Gates must meet the minimum vertical clearance for the lines they are under. Access to NPC corridors must be maintained. The Customer may use only approved universal locks and manual releases on electronic gates must be provided. Metallic gates require adequate grounding. (See Sections 2.4 Grounding Requirements and 2.5.1 Access.)
- **Streetlights, Parking Lights and Signals** - Parking lights must meet the minimum vertical clearance for the lines they are under. It is the Customer's responsibility to provide a detail of any streetlights, parking lights, and signals that are planned within a transmission corridor (See Sections 2.4 Grounding Requirements and 2.5.1 Access).
- **Easement Widths** -The minimum safe clearances for operation and maintenance of transmission lines may vary from the established ROW width. Calculations to determine the safety clearances will be completed by NPC transmission engineering.

## 2.3 Pole Clearances (Barriers)

Clearances for poles are:

- **5 feet back of curb** – no barrier is required
- **3 feet back of curb** – NPC prefers relocation of the pole. If pole is not relocated a barrier is required. (See Appendix D – STD-D6 to D10).
- **0 to 3 feet back of curb** – relocation of the pole will be required.
- **“Crash Attenuator within a pork chop median”** – NPC prefers relocation of the pole. If pole is not relocated a concrete crash barrier is required. The following is also required but not limited to: crash attenuator and a pole safety agreement. If these conditions cannot be met relocation of the pole will be required. (See Pole Safety Agreement, Section 3.3, Appendix C and Appendix D – STD-D6 to STD-D10).
- **Centerline medians** - NPC prefers relocation of the pole. If pole is not relocated a concrete barrier is required. NPC must review customer drawings to establish barrier requirements.
- **Bollards** – In parking lots or on some private, restricted access streets, bollards are required to protect the pole from low speed impact. (See STD-D1)

**Note:** All barriers require NPC approval. (See Appendix D – Standard Concrete Pole Barriers). All costs associated with the installation and inspection of barriers will be the sole responsibility of the customer. When a standard barrier is not applicable, a barrier will need to be designed by a NPC Engineer. NPC will inspect Pole barrier installation if work is awarded to Contractor. Crash attenuators are to be owned and maintained by others. (See Pole Safety Agreement, Appendix C).

## 2.4 Grounding Requirements

Any metallic object installed near transmission lines may require grounding. These items must also be approved for vertical clearance.

**Note:** It is the customer's responsibility to provide an original copy of the grounding detail plans. The copy must be signed, stamped by an electrical engineer, and approved by NPC.

## 2.5 Access & Grade Changes

### 2.5.1 Access

- **Maintenance Pads** – NPC has established the space required for conducting maintenance surrounding NPC poles, as shown on the Maintenance pad exhibits (See Appendix D, STD-D3 & STD-D4). Maintenance pad grades are required to be flat and unobstructed to allow for maintenance truck operation.
- **ROW Access** – Clear unobstructed access is required along the length of NPC ROW's. No gates or other obstructions are typically allowed (See Section 2.6 Gated Communities).
- **Bridges and Culverts** – Design of bridges and culverts may be required to maintain access to NPC corridors or facilities. Where weight restrictions could be an issue, such as at bridges and box culverts, the maximum weight will also be considered (See Appendix D, STD-D5).

### 2.5.2 Grade Changes

Any changes to grade require written approval by NPC. Existing grade must be maintained. Grade modifications, either lowering or raising, requires a pole-by-pole review.

## 2.6 Gated Communities

NPC corridors must be open and accessible for maintenance of poles. Corridors or facilities that are inside of gated communities cannot be blocked with walls.

**Note:** NPC must approve any exceptions.

## 3. Relocation/Facility Safety/Pole Safety Agreements

Any improvements determined not in compliance will require relocation or safety modification. A separate process must be followed. Relocation projects are subject to additional costs and require additional time. Certain projects may only be completed during off peak electrical seasons and are subject to outage schedules. Design requirements and material availability may also impact these projects.

**Note:** A "Transmission Use Agreement" will still be required even when a relocation or safety agreement is needed.

### 3.1 Relocation Agreement

The Applicant/Customer contact for relocation projects will be the assigned NPC Project Engineer/Project Manager. The Applicant/Customer will also be required to execute a "Transmission Use Agreement" for improvements not directly related to the relocation itself. In this event, ROW Management and Project Engineer/Project Manager may be the Applicant/Customer's dual points of contact until all agreements are completed.

Relocation Procedures:

- Transmission Technician sends request to a Transmission Project Engineer.
- Project Engineer e-mails or sends a preliminary cost estimate letter to customer.
- Customer provides written notice by e-mail or fax to NPC Project Engineer/ for approval of cost estimate and to proceed with contract as stated in the cost estimate letter.

- Project Engineer sends a new project Id request form with cost estimate spread sheet to Project Controls.
- Project Engineer sends “Transmission Relocation Agreement Checklist” to contracts.
- Contracts send 2 copies of agreement along with invoice to customer.
- Customer returns both final executed agreements to Contracts and sends check for full amount of invoice to Reno.
- Engineer starts design.

**Note:** The Project Engineer/Project Manger will not initiate a relocation/safety modification project without a signed agreement and receipt of fees. Governmental relocation/safety modification projects will not be initiated with out a signed agreement and check or a purchase order number for the estimated amount of the project.

### **3.2 Facility Safety Agreement**

Facilities that are installed or modified are safety barriers, ground line collars, and other facilities that are not associated with pole relocations. A “Transmission Use Agreement” is also required to complete the approval process. (See 3.1 for relocation procedures and see Pole Clearances (Barriers) section 2.3)

### **3.3 Pole Safety Agreement**

A Pole Safety Agreement is a legal document, used at Nevada Power’s discretion that addresses the issues of liability and responsibility of individuals and/or parties, and issued when development plans ultimately leave structures within or near public thoroughfares. A “Transmission Use Agreement” is also required to complete the approval process. (See Appendices C, Pole Safety Agreement and D, STD-D7)

## **4. DOCUMENTS AND LETTERS**

The following are the types of written notifications you will receive in conjunction with your submittal and the Conflict Review Process. Each document is identified by name and a brief description is provided to define the purpose and indicate under what circumstances you will receive them.

### **4.1 Transmission Corridor Preliminary Review Notification**

Sent by the ROW Coordinator when the Customer requests a preliminary identification of our existing facilities and/or ROW’s. Typically requested for feasibility studies or site evaluations. It provides information about the submittal process. This is a stand-alone letter and does not give any type of approval to proceed.

### **4.2 Incomplete Application Plan Submittal Notice**

This document is issued by e-mail when an Applicant has an incomplete Plan Submittal Package. Attached to the e-mail will be a checklist that identifies what items are needed. The Applicant must resubmit a new Plan Submittal Package for review. **Note:** All incomplete Plan Submittals will be discarded.

### **4.3 No Conflict Letter**

Sent by ROW Management as notification that the project has been reviewed and determined that NPC’s Transmission and/or facilities are not adjacent to submitted project.

#### **4.4 Transmission Use Agreement Notification**

Prepared by ROW Management and sent to the Customer. The “Transmission Use Agreement” defines the legal requirements of the development within NPC Corridors and/or around or near Transmission facilities. It is project specific and contains the results of analysis of specific project requirements. Any changes or revisions to a project after the issuance of a “Transmission Use Agreement” will be considered a new project. A private development project is not approved until a “Transmission Use Agreement” has been executed.

#### **4.5 Acknowledgement of Responsibility (Appendix A or Appendix B)**

This document is provided by the ROW Management to identify the party responsible for authorizing NPC to proceed with the “Transmission Use Agreement” and to insure that they will return a completed agreement prior to construction. It also identifies the fee amount for the project. The Customer must sign and return the document with a check for the fee amount. Projects will not be processed further without a signed “Acknowledgement of Responsibility” (Appendix A) and fees. **Note:** Governmental Agency and Utility projects will complete (Appendix B).

#### **4.6 Transmission Submittal Review Reminder**

The ROW Management will send a reminder to the Customer if the “Acknowledgement of Responsibility” (Appendix A or Appendix B) and the applicable fees have not been received within 30 days of the original request. If there is no response within 30 days of the reminder, the project will be considered incomplete and will be cancelled. **Note:** If a project is cancelled, a new Plan Submittal Package must be submitted for review.

#### **4.7 Governmental Agency and Utility Authorization**

Issued only to Governmental Agencies and Utilities in place of a Transmission Use Agreement”. Governmental/Utility projects still require the same review process as other projects. Any changes or revisions to a project after the issuance of a Governmental Agency and Utility Authorization will be considered a new project. A Governmental Agency or Utility project is not approved until a “Governmental Agency and Utility Authorization” has been executed.

#### **4.8 Construction Authorization**

May be issued at the discretion of the Transmission Engineering Department (TED) to release specific portions of a project for construction before a “Transmission Use Agreement” is issued. This is not an approval of the project. The appropriate agreement or authorization must be completed before a project is approved.

#### **4.9 Submittal Cancellation Notification**

Final notification of inactivity and subsequent closure regarding a project will be issued after a period of 60 days if ROW Management has not received requested submittals. If a Customer notifies ROW Management that a project has been canceled, a “Submittal Cancellation Notification” will be sent.



**APPENDIX B**  
**Governmental Acknowledgement of Responsibility**

Project Title: \_\_\_\_\_ Project # \_\_\_\_\_

Fee Amount: **Not Applicable** \_\_\_\_\_

**Non-refundable Advance:**

1. Minimum project fee - 2 poles and/or a single span affecting property	\$1,200.00
2. Additional poles and/or spans affecting property	\$600.00 per pole/span

By signing and submitting fees, you are acknowledging that you are the owner of the above property or an authorized agent of the owner, able to enter into agreements on their behalf. Additionally you authorize Nevada Power Company's (NPC), Right-of-Way (ROW) Management Department, to proceed with the preparation of a "Transmission Use Agreement", in the form of a "Governmental Agency and Utility Authorization", defining compliance with the terms and conditions to allow certain encroachments.

The undersigned agrees to provide complete designs, and requested information necessary for the preparation of the "Governmental Agency and Utility Authorization". Incomplete submittals are subject to rejection.

You must notify the ROW Management if the person responsible for providing this information changes or of any changes in the project name. A new form will need to be completed if changes are made. Failure to notify ROW Management of any changes, in writing, may be cause for cancellation of your project.

**A Governmental Agency or Utility project is not approved until a "Governmental Agency and Utility Authorization" has been executed.**

Prepared by:

ROW Management	Phone	Date
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Signature of Owner/Agent	Title	Date
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Print or Type Name

**APPENDIX C**  
**Pole Safety Agreement**

**(Draft Copy on Request)**

## **APPENDIX D**

### **Transmission Engineering Drawing Details**

STD-D1	Typical Pole Bollard Detail
STD-D2	Trench & Pole Stability Detail
STD-D3	Maintenance Access for Deadend Structure
STD-D4	Maintenance Access for Tangent Pole
STD-D5	Condor Model 180-I (weight and size)
STD-D6	Pole & Barrier Minimum Clearances
STD-D7	Standard Concrete Pole Barrier for Crash Attenuator within a Pork Chop Median
STD-D8	Standard Concrete Pole Barrier for Road Centerline Median
STD-D9	Standard Concrete Pole Barrier for 25 MPH, Round-A-Bout Median
STD-D10	Standard Concrete Pole Barrier for 3' Behind Back of Curb