



REQUEST FOR ENCROACHMENT

A request to encroach on a Georgia Power right-of-way can be submitted by completing the following application. The completed application should be mailed to the below address and must be accompanied by payment of a non-refundable application fee of \$500.00 made payable to Georgia Power Company with reference to applicant name and a map or drawing illustrating the project. If the subject property is owned by you, you must also include a copy of the deed evidencing your ownership of the parcel. If the property is not owned by you, you must obtain the necessary rights or permissions from the underlying property owner.

Please also send digital copies of the completed application and any other attachments to the email address listed below.

Mail to: Georgia Power Company
Attn: ROW Services
241 Ralph McGill Blvd.
BIN ROW2000
Atlanta, Georgia 30308
Email: g2gpcrowenc@southernco.com

GPC will review the application and submitted documentation to determine whether it is able to enter into an encroachment agreement for the subject property. Following receipt of payment, the review process could take approximately 30 days. If GPC determines that it can enter into an agreement for the subject property, Applicant will be required to prepare an exhibit drawing meeting GPC's requirements to be attached to the agreement at Applicant's sole cost and expense. In addition, GPC may require a \$2,000 nonrefundable administrative fee for document preparation and review. Additional fees may be required depending on the complexity of the project as determined by the Right-of-Way Specialist. Preparation of the agreement will take an additional 1-2 months.



NO CONTRACT OR AGREEMENT FOR GPC TO ENTER INTO AN ENCROACHMENT/LICENSE AGREEMENT FOR THE SUBJECT EASEMENT, AND NO RIGHT OR INTEREST IN OR TO THE SUBJECT EASEMENT OF ANY SORT WHATSOEVER, NOW OR IN THE FUTURE, IS OR SHALL BE DEEMED TO OCCUR OR ARISE IN APPLICANT ON ACCOUNT OF THE SUBMISSION OF THIS FORM OR THE PAYMENT OF THE APPLICATION FEE OR THE ADMINISTRATIVE FEE TO GPC OR ON ACCOUNT OF THE ACCEPTANCE BY GPC OF THIS FORM OR SUCH PAYMENT OR ON ACCOUNT OF THE RETENTION OF SUCH PAYMENT(S) BY GPC. GPC, in GPC's sole and absolute discretion, shall have the right to elect not to agree to the request contemplated herein, and shall have the right not to enter into an encroachment agreement/license agreement, in each case without incurring any liability to Applicant, and such election by GPC shall not result in any obligation for GPC to return all or any portion of the application fee or administrative fee. GPC shall be deemed to have elected not to agree to such request if GPC has not given written notice to Applicant prior to the date ninety (90) days after the date this form was submitted to GPC. This form (whether alone or in conjunction with any prior communications) is not intended to, and does not, impose any legally binding obligations on GPC. Any such obligations shall arise only in the event of execution by both GPC and Applicant of a definitive, written agreement for use of the subject easement, incorporating such terms, conditions, provisions, and matters as GPC and Applicant shall negotiate, and unless and until such a binding agreement is so executed, GPC may take any action with respect to the subject property as GPC, in its sole discretion, shall elect (including without limitation the sale, exchange or lease of GPC's interest, if any, in the subject property to a third party).



Applicant Acknowledgement

Applicant Signature

Date



# Right-of-Way Encroachment Application

**NOTE: No work may commence within our rights-of-way until an agreement has been executed by both parties.**

Request Date

**Applicant Information (Use this section for the name to be shown on any legal documents and person responsible for execution of these documents.)**

Company Name

Applicant Address Line 1

Applicant Name

Applicant Address Line 2

Phone Number

City

Mobile Number

State

Email Address

Zip Code

**Contact Information (Use this section if the contact is different from the applicant, such as an engineering firm.)**

Company Name

Contact Address Line 1

Contact Name

Contact Address Line 2

Phone Number

City

Mobile Number

State

Email Address

Zip Code

## Property Location Information

**Project Name**

**Nearest Major Intersection**

**Owner of Record of the Encroachment Area**

**Project Address**

**Provide Tax Assessor Parcel ID if Known**

**City, State, Zip Code**

County	Land Lot	District	GMD	Section

**NOTE: If applicant is not owner of record, an easement should be secured with the property owner before Georgia Power Company can permit any encroachment.**

Have you had contact with a Georgia Power representative or other ITS representative regarding this project?     Y     N

**Name**

**Phone Number**

**Company**

- Georgia Power
- Georgia Transmission
- MEAG
- Dalton Utilities
- EMC                       Other

**Date**

## Drawing

**To expedite the approval process, please provide a drawing with the following information labeled (if available). Acceptable Formats Include: JPEG, PDF, TIFF, etc.**

- Name of T/L
- Land Lot, District, Section or GMD
- County
- GPS Coordinates
- Encroachment Location between Identified Structures with Structure Numbers
- Location of all nearby transmission or distribution facilities with Name and Structure Number
- Location of Centerline
- Distance between Structures, Guy Wires and Anchors, and Encroachment
- Overhead Clearance at Maximum Sag (If Applicable)
- Distance between Encroachment and Edge of Right-of-Way
- Angle of Crossing
- Grading, Maximum Depth of Cut, Maximum Slope, Distance to Structure
- Grading Plans showing Proposed Maximum Depth of Cut Max Slope & Fills (If Applicable)
- Fills, Vertical Clearance of Conductors to Ground Based on Maximum Sag
- Ingress and Egress for Operation and Maintenance

**Encroachment Information (Check all boxes that applies and complete the information on the following page. Include a map, plan, or sketch.)**

What is the proposed use of the property? Please describe in detail.

Do you plan to do any cutting or filling on the property? If so, explain.

What type of equipment will be used?

Estimated Begin and End Date of Completion

- Dragline       Trencher  
 Bulldozer       Front End Loader  
 Crane       Other

\_\_\_\_\_ to \_\_\_\_\_

Encroachment Will Be

- Permanent       Temporary

Approximate Height \_\_\_\_\_

Expected Expiration Date \_\_\_\_\_

Excavation, if Required

Width

Depth

Do you know of any other utilities on the property? If so, please identify.

Does this project involve the possible relocation of a structure? If so, please explain.

Driveway/Road/Parking

Underground Utility

Electric Service Line

Width \_\_\_\_\_

Type  Gas       Sewer       Water

Voltage \_\_\_\_\_

Material \_\_\_\_\_

Diameter \_\_\_\_\_

Underground \_\_\_\_\_

Material \_\_\_\_\_

Overhead \_\_\_\_\_

Check all that apply:

- Lighting       Retaining Walls       Landscaping       Signs  
 Retention/Detention Areas       Walking/Running Trails       Manholes       Blasting

***PLEASE ATTACH ALL PLANS THAT HAVE PROPOSED WORK INSIDE THE EASEMENT***

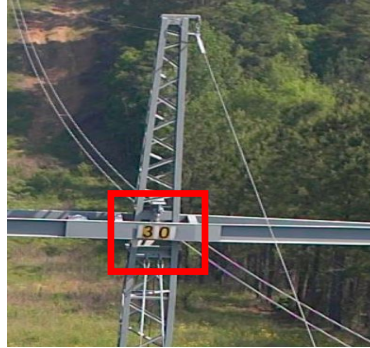
Please list all other proposed encroachments above or below ground level that impact the Georgia Power Transmission Right of Way:

\_\_\_\_\_

**Right-of-Way (If applicable, attach name, company address, and a contact person for all utilities involved in project.)**

**Draw in the space provided below the location of the proposed use. (Identify structures and show distances and angles from GPC structures). Diamonds on the line represent GPC structures on the right-of-way. Copy the series of numbers and/or letters from the upper half of each GPC structure (see example below) and enter in "GPC Structure Identification" block. Indicate which direction is "North" in relation to the right-of-way.**

**Structure Number ('30' & '35')**  
**GPC STRUCTURE IDENTIFICATION**



**Identify structures and show distances and angles from GPC structures**

