

	Business Practice	Function:	External Affairs
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1 PURPOSE

This Business Practice outlines the process and cost allocation for the relocation of the American Transmission Company's (ATC) transmission lines along with the associated structures and facilities when requested by an interested third party (Requestor) to support a change in use of the property provided that the relocation does not diminish or otherwise jeopardize the continued safe and reliable operation of the ATC's electric transmission system.

2 SCOPE AND APPLICABILITY

This business practice addresses requests for relocation of transmission facilities that are located on private property, by easement, and present an obstacle to proposed development plans for the property. The Requestor can be the property owner, a property developer, a local unit of government in support of economic development, or any other entity that has a financial interest in the proposed development.¹

Types of relocation excluded from this business practice:

- Relocation due to the action of right-of-way owners for facilities located by permit
- Substations
- Relocations due to the action of governmental authorities that are governed by state statute (e.g. Wis. SS 66.0831) or administrative rule (e.g. Wisconsin Department of Transportation (WisDOT) Trans 220)

3 ROLES AND RESPONSIBILITIES

Requestor

- Provides necessary information identified by ATC to perform the work
- Executes and complies with all agreements

ATC

- Performs the work in the timeframes described in the process
- Assigns cost responsibility
- Coordinates and prepares all agreements
- Executes and complies with all agreements

4 PROCESS FOR LINE RELOCATIONS

4.1 INITIATING REQUEST FOR LINE RELOCATION

When the Requestor initially contacts ATC regarding line relocation, ATC will provide a magnitude of cost to the Requestor. This preliminary magnitude of cost is intended to allow the Requestor to make a decision as to whether they wish to proceed further in the relocation process. If the Requestor wishes to proceed further in the process, the Requestor must submit all the necessary information concerning the relocation, including, but not limited to:

- The full name, address, telephone number of the Requestor seeking the relocation
- A detailed description of what existing ATC facilities to be relocated and the specific desired location of new facilities.
- The reason for the relocation request including plans for the property

¹ ATC FERC Legal has confirmed that prior authorization per Federal Power Act section 205 is not required for third parties such as those listed, above, requesting line relocation (the "house move" exception). However, in the event that an electric utility or any other entity that is active in the "wholesale" electric utility space makes a request to ATC for line relocation, please consult ATC FERC Legal regarding the need for FPA section 205 prior authorization.

- The time frame in which the Requestor would like the relocation to be completed

The Requestor will receive an acknowledgement of receipt of the request from ATC within 2 weeks indicating whether or not ATC needs more information to proceed in the process.

4.2 RELOCATION FEASIBILITY REVIEW

ATC will review the feasibility of relocating the line. If the relocation is deemed feasible, a conceptual relocation scope, estimate range, and schedule will be prepared. The estimate and schedule detail will include the cost and timeline to perform the Transmission Line Relocation Study. ATC will notify the Requestor of the results of the feasibility review within 4 weeks of ATC receiving all the necessary information from the Requestor.

At that point, the Requestor may opt to proceed by entering into a Transmission Line Relocation Study Agreement (TLRSA). The TLRSA provides the terms and conditions under which ATC will finalize the relocation scope, estimate, schedule and assignment of the cost associated with the relocation. A template copy of the TLRSA can be made available by ATC at any time upon request of the Requestor.

4.3 TRANSMISSION LINE RELOCATION STUDY AGREEMENT

If the Requestor opts to proceed with a TLRSA, ATC prepares the TLRSA for signature, presents to the third-party, and agrees to initiate the study with a signed document and deposit, as determined by ATC. With execution of the TLRSA by ATC, a copy of the agreement is provided to Requestor and the timeline as specified in the TLRSA starts for ATC to complete the study.

Upon completion of the study, ATC will provide the Requestor with a written Evaluation Report including the planned relocation scope, schedule and cost estimate as well as an invoice for all costs related to the study less the initial deposit credit.

In the event that both ATC and the Requestor determine that it is in their mutual interest to make such a change or modification to the existing ATC facilities, the Requestor may then opt to proceed by entering into a Transmission Facility Relocation Agreement (TFRA) that will delineate the terms and conditions under which ATC will actually perform the line relocation. The TFRA will also outline the associated cost responsibility for the relocation. A template copy of the TFRA can be made available by ATC at any time upon request of the Requestor.

4.4 TRANSMISSION FACILITY RELOCATION AGREEMENT

The TFRA sets forth the specific terms, conditions and limitations associated with such reconstruction, relocation, change or modification to the ATC existing facilities.

Prior to the commencement of the work, the Requestor pays ATC in advance for all costs and expenses estimated by ATC to perform the relocation as determined by ATC including a tax gross up to cover any tax implication as set forth in the TFRA. After the work is completed, ATC will calculate its actual expenses incurred in performing the work, and render its final statement to the Requestor for costs incurred within ninety (90) calendar days of completion of the work. In the event that the advance payment for all costs and expenses to perform the relocation exceeds the actual costs incurred by ATC, ATC will reimburse the Requestor for the overpayment within thirty (30) calendar days of the date of the final statement. In the event that ATC's actual costs and expenses incurred in performing the work exceed the initial estimated deposit, ATC will send the Requestor an invoice for the balance within thirty (30) calendar days after the date of ATC's final statement. The Requestor shall reimburse the additional costs and expenses incurred by ATC in performing the work within thirty (30) calendar days of the invoice date.

5 COST ALLOCATION

The Requestor applying for a line relocation that is not planned in the normal course of ATC's business is responsible for all of the costs related to that relocation. This includes, without limitation, all actual costs of conducting the transmission line relocation study, all actual costs to relocate the line and the associated facilities and coverage of any gross up necessary to cover any tax implication.

Under limited least cost circumstances and at ATC's sole discretion, ATC may pay for some (or all) of the actual costs associated with line relocation. These circumstances are dealt with on a case-by-case basis and must receive approval in writing by an authorized ATC Officer before ATC can make any commitment concerning the cost sharing responsibility for the relocation of the line. Some of the considerations to be taken into account may include, but are not limited to:

- If the line relocation or construction is anticipated in the near future and has already been identified in ATC's Ten Year Assessment, ATC may consider seeking reimbursement only for the acceleration of the expenditures, and not for the construction costs.
- If the Requestor is able to provide some benefit to ATC associated with the line relocation, e.g., improved land rights or some economy that benefits ATC's operations or reduces ATC revenue requirements to the ultimate benefit of all ATC customers.

6 SUPPORTING INFORMATION

All correspondence concerning line relocation should be directed to ATC's Design Engineering Department. ATC's Design Engineering Department coordinates all line relocation requests both externally (in communication with the Requestor) and internally (in consultation with other ATC departments).

The Design Engineering Department also coordinates the preparation of necessary documents and agreements such as the TLRSA and TFRA.

7 DOCUMENT REVIEW

This Business Practice will be reviewed as necessary no less than every three years.

8 RECORDS RETENTION

Documents are maintained per the Records Retention Schedule.

Records Management Index System (RMIS)

Records Management Policy #2002-2 Revision Information

9 REVISION INFORMATION

Revision	Role	Name and/or Title	Summary of Changes	Last Revised
00	Author(s)	Unknown	New document	01-15-2004
01	Author	Ben Stuart	Reformatting and restructuring	04-21-2017
02	Author	Trevor Stiles	New logo	11-29-2023

Revision Approval

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