

INSERT DATE

John and Jane Doe
500 Davisson Run Road
Clarksburg, WV 26301

RE: Tax Map: _____ Parcel: _____, VIRGINIA

Dear Property Owner:

I am writing on behalf of **Dominion Transmission, Inc. (“Dominion”)** to tell you about a new natural gas pipeline project that Dominion is researching as a possibility for your area. We are referring to this pipeline as the “Southeast Reliability Project.” The purpose of the pipeline is to increase the availability of natural gas in the region, thereby helping promote stable energy prices and economic development.

Typically, the first step in a new project is to conduct surveys and environmental studies along a potential route corridor. Your property has been identified as being in this corridor and that is why we are notifying you so that we can begin keeping you informed throughout this process and because surveys will be conducted on your property.

Conducting these surveys and environmental studies is required as part of the permitting process for a project of this nature. The Commonwealth of Virginia encourages new projects such as the Southeast Reliability project to conduct these studies as a way to minimize environmental and land use impacts. Dominion plans to begin the surveys and studies on or about July 1, 2015.

We are attaching a description of the initial work that may be done on your property, including an outline of the survey process, as well as certain standard procedures that our personnel will follow while on your property. We will work to make our presence as discreet as possible.

Please be aware that our surveying the route does not mean you are agreeing to access for construction of the pipeline. For that purpose, we will seek a separate easement agreement from all affected property owners prior to construction once a final route is selected at the end of this process.

During the initial phase and any subsequent phases of the Southeast Reliability pipeline project, Dominion and its representatives will remain in contact with you through other mailings, phone and in-person information sessions to keep you informed and to answer any questions you may have.

We will appreciate your signing and returning the enclosed copy of this letter indicating your permission to conduct the necessary project surveys on your property. If you prefer to phone us, please call toll free at 1-888-895-8716 and one of our representatives will follow up with you.

We have made arrangements with Doyle Land Services, Inc. to assist us with the Southeast Reliability project. We take pride in our long history of working closely with all landowners and neighbors who may be affected during project planning and construction and even after our projects are completed. We are confident that you will see this commitment to property owners reflected in every contact you have with Dominion and its representatives.

To give you some context for this project, our parent company Dominion owns and operates approximately 11,000 miles of natural gas transmission pipelines located in Virginia, West Virginia, Ohio, Pennsylvania, New York and Maryland. We also operate one of the nation's largest underground natural gas storage systems. In addition to the corporate headquarters being located in Richmond, our sister company, Dominion Virginia Power, is the state's largest electric utility, with approximately 2.4 million customers.

Thank you for your prompt response. We look forward to working with you to ensure we meet your needs, answer all of your questions and complete the project in a timely manner.

Very truly yours,

Russell W. Johnson
Manager – Land, Lease & Right of Way
Dominion Transmission

By my/our signature(s) below, I/we grant permission for Dominion to conduct on my/our property the surveys described on the enclosed Survey Process sheet.

Signature

Date

Signature

Date

SURVEY PROCESS

GENERAL PROCESS AND PROCEDURES:

- A. Survey process usually happens with five crews, as described below.
- B. Time on the property for each crew depends on topography, property size and other factors. Work will be completed as quickly as possible.
- C. There will be no smoking on your property without your permission.
- D. No heavy equipment will be brought on your property by Dominion without your authorization. Hand tools only will be used for the initial archaeological surveys.
- E. Travel to the proposed pipeline location will be by foot only, unless you give permission for the crews to park and/or drive on your land.
- F. Survey personnel will ensure that all gates are kept closed.
- G. Dominion representatives shall comply with all applicable laws while on your property.
- H. Dominion will indemnify you and hold you harmless so that you are not financially responsible for any injuries that may occur to survey personnel, unless such injuries are the result of willful, wanton or intentional actions.
- I. All Dominion representatives on your land as part of the survey process will wear visible picture-identification tags.

FLAGGING CREW

- A. Purpose – route selection.
- B. Crew typically consists of about five people, including survey and environmental representatives.
- C. Must clear path enough to see ahead and walk. Done with hand tools (no power saws, etc.).

SURVEY CREW

- A. Purpose – take survey measurements for preparing maps.
- B. Crew typically consists of about six people.
- C. May need to walk outside pipeline route to identify property boundaries.
- D. Equipment – survey equipment.

ENVIRONMENTAL CREW

- A. Purpose – collect environmental data along the pipeline route to fulfill requirements of the Federal Energy Regulatory Commission (FERC) review process.
- B. Crew typically consists of about two people.
- C. Will study approximately 100 to 200 feet on each side of proposed pipeline to ensure that adequate temporary work spaces are studied, and if small changes are needed during construction, the changes can be made in the studied area.
- D. Equipment – computers, hand auger (to look for wetland soils).

CULTURAL RESOURCE (ARCHAEOLOGY) CREW

- A. Purpose – to look for significant cultural resources.
- B. Crew typically consists of about five to six people.
- C. Will study approximately 100 to 200 feet on each side of proposed pipeline to be sure temporary work spaces are studied, and if small changes are needed during construction, the changes can be made in the studied area.
- D. Equipment – hand shovels, sifting screens. Will dig test areas approximately 1.5 feet wide x 1.5 feet deep, every 50 feet or so along the proposed pipeline route. Test areas will be refilled and vegetation restored.
- E. In accordance with the requirements of the Historic Preservation Act, any items of cultural interest will be collected, cataloged and removed from the site for analysis. At the landowner's option, items will either be returned or donated to an organization approved by the State Historic Preservation Office.

SOIL RESISTIVITY CREW

- A. Purpose – take soil resistivity measurements to design the pipeline corrosion prevention system.
- B. Crew typically consists of about two to three people.
- C. Equipment – surface probes. Will walk along proposed pipeline route sticking probe 3-6 inches in the ground to take measurements every 500 feet or so along the proposed pipeline route.

SURVEY PROCESS – STANDARD PROCEDURES

➤ There will be no smoking on your property without your permission.
➤ No heavy equipment will be brought on your property by Dominion without your authorization. Hand tools only will be used for the initial archaeological surveys.
➤ Travel to the proposed pipeline location will be by foot only, unless you give permission for the crews to park and/or drive on your land.
➤ Survey personnel will ensure that all gates are kept closed.
➤ Dominion representatives shall comply with all state and federal laws while on your property.
➤ Dominion will indemnify you and hold you harmless so that you are not financially responsible for any injuries that may occur to survey personnel, unless such injuries are the result of willful, wanton or intentional actions.