



**Know what's below.
Call before you dig.**

Contact Miss Utility of Virginia at 811 or 1-800-552-7001 two business days before landscaping or excavating. They will help you locate and identify underground utility lines. NOVEC underground cable locations will be marked with red paint or red flags. For more information about Miss Utility, visit va811.com.

Summary

The best way for a property owner to avoid future conflicts between trees and utility lines is to plant the appropriate materials for the available site. Plant materials such as turf grasses and ground covers planted within the easement are not only acceptable but are strongly encouraged.

With proper planning and forethought, landscaping that will remain aesthetically pleasing and not create additional demands for maintenance by NOVEC can be done close to utility line corridors. We would be happy to offer suggestions specific to your property and site to accomplish this goal. Please contact the NOVEC vegetation management staff.

Free wood chips are available if the tree crews are in your area and if you have easy truck access.

Contact NOVEC's vegetation management staff
Monday through Friday 8:15 a.m. to 5 p.m.
703-392-1661 or 1-888-335-0500, ext. 1661

Send emails to rightofway@novec.com
or visit www.novec.com.



Lomond Business Center

10323 Lomond Drive



Mailing Address:
P.O. Box 2710
Manassas, VA 20108-0875



Phone Numbers:
703-335-0500
or 1-888-335-0500



www.novec.com



LANDSCAPING GUIDELINES

Our goal is to prevent plants from damaging utility facilities and causing power outages.



Utility Line Corridors

NOVEC constructs and operates utility lines to provide reliable, affordable electric service to all consumers. Because trees are an integral part of the environment, we make every effort to maintain a balance between aesthetics and safety.

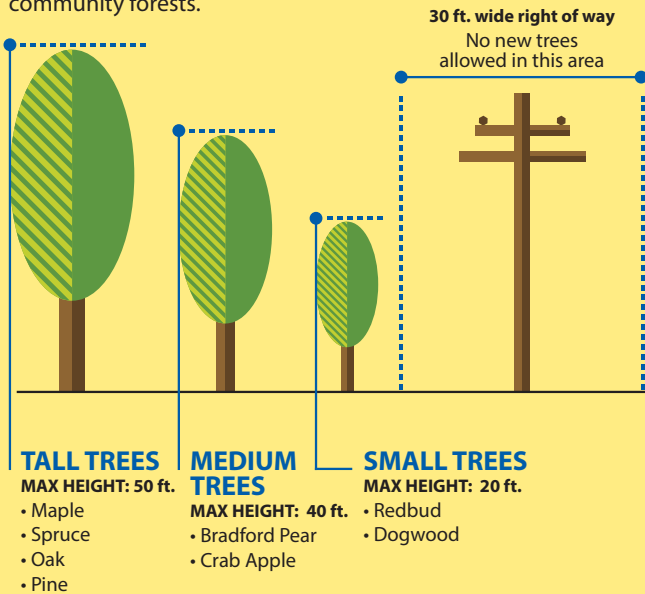
The utility corridor in which NOVEC's overhead or underground lines run on your property is a legal encumbrance on your property deed. This encumbrance, known as an easement, grants the Cooperative certain rights of use for this area of your property. These uses allow the Co-op to maintain adequate access to its facilities to maximize safety and reliability.

NOVEC's vegetation management staff is responsible for maintaining tree clearances on all overhead utility easements to the full limits of the easements. Clearances between tree limbs and power lines must be maintained in order to provide safe, reliable electricity delivery.

Since typical voltages in these lines range from 12,500 to 34,500 volts or even higher, we will not compromise safety regarding the necessary clearances we must maintain.

Plant Taller Trees Away from Overhead Lines

Trees properly placed can lower line-clearance costs for NOVEC, reduce tree mortality, and result in healthier community forests.



For additional information on Landscaping Standards please visit:
<https://www.novec.com/Landscaping>

Guidelines When Planting Near Power Lines

- If your site is: 0-15 feet from power lines — plant shrubs. Please do not block access for vehicles
- If your site is: 15-35 feet from power lines — plant small trees
- If your site is 35-45 feet from power lines — plant medium to large trees

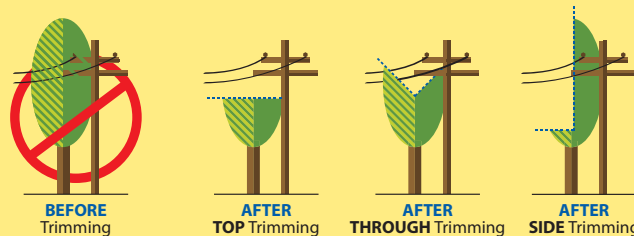
NOTE: The same rules apply to our high-voltage transmission lines, but with a wider right of way. Please call for more information.

Policies for Planting Beneath Overhead Power Lines

The minimum primary easement width for overhead facilities is 30 feet. Trees are trimmed every three to four years to provide at least 10 feet of clearance between branches and electric lines. When the trunks of large trees are located along the edge of the easement, branches will be trimmed to the main trunk. Trees under electric lines will be trimmed to clear NOVEC's lowest attachment by at least 6 feet. Danger trees, including dead trees, which may fall on power lines, will likely need to be cut.

Any brush growing within the easement will be removed before it becomes a tree. Herbicides will be used where possible to control the regrowth and growth of trees within all easements. No new trees are allowed to be planted within the easement area. Every attempt will be made to remove older trees within the easement area so that NOVEC does not have to continually trim these trees. The Cooperative is under no obligation to replace trees.

By slowly eliminating existing trees within overhead easements, NOVEC can significantly lessen the visual impact and cost of residential tree trimming every three to four years and provide more reliable service.



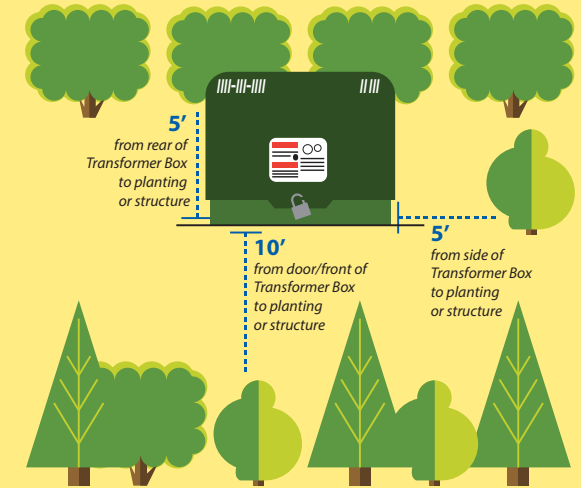
Policies for Planting Above Underground Electric Power Lines

Throughout much of our service territory, underground electric power lines are being installed within a 15-foot wide easement area. Because these lines are located within the root-zone area of the soil, they are subject to damage from tree roots growing around the cable.

NOVEC does not allow new trees or shrubs to be planted within the 15-foot underground easement area.

Policies for Planting Around Equipment and Meters

No plantings or structures are to be located within 10 feet of any door and five feet from any side of a green metal transformer box.



Meter bases located on your residence must also be kept accessible to NOVEC service technicians with a three-foot wide access corridor. No plant material or obstructions may be placed within five feet from the front of the meter, up to a height of seven feet.

Call Before You Dig

Digging holes and preparing the soil for tree planting can result in damage to underground electric lines as well as telephone, gas, cable TV, sewer, or water lines. Never assume that these utility lines are buried deeper than you plan to dig; in some cases utility lines are very close to the surface. Severing underground utility lines can be life-threatening.