



EASEMENT APPLICATION FOR UTILITY OR PUBLIC ROAD

By authority of Part 21 of Act 451, P.A. 1994, as amended, and Natural Resources Commission Policy 4605

Please Note: Easements for the use of State-owned land will be considered when State-owned land is the **only** alternative for the proposed use. Protection of the natural environment is the primary consideration. **See reverse side for requirements.**

LOCATION OF EASEMENT

County	Township, City, or Village Name	Town	Range
List all Section(s) and Quarter-Quarter(s) affected by the easement. Attach additional sheets, if necessary.			
Dimensions of easement request crossing State-owned land Width: _____ feet Total Length: _____ feet			

PURPOSE OF EASEMENT

Easement Type (pipeline, electric, telephone, sanitary sewer, highway, etc.):	Number of lines	If pipelines, the diameter
Please explain why alternatives to use of State-owned land are not feasible:		

CONTACT INFORMATION (PLEASE PRINT OR TYPE THE FOLLOWING INFORMATION)

Legal name of organization to which easement will be issued	Telephone ()	FAX ()
Contact Person	E-mail Address	
Mailing Address		
City, State, ZIP		

If agent, please add the following information:

Name of Agent	Telephone ()	FAX ()
Contact Person	E-mail Address	
Mailing Address		
City, State, ZIP		

Applicant's Signature

Date

Applications will NOT be reviewed without payment.

Mail completed application, required documents and check or money order, made payable to the "State of Michigan," to:

**CASHIER'S OFFICE
MICHIGAN DEPARTMENT OF NATURAL RESOURCES
PO BOX 30451
LANSING MI 48909-7951**

**** DO NOT WRITE BELOW – FOR DNR CASHIER'S USE ONLY ****

INFORMATION:

Easements for the use of State-owned land will be considered when State-owned land is the **only** alternative for the proposed use. ***Protection of the natural environment is the primary consideration.*** Easements are granted to authorize a specific long-term use of State-owned land, such as:

- Rights-of-Way for State Highways
- County Roads
- Electric Utility Lines
- Telecommunications Lines
- Oil and Gas Pipelines
- Sewer Lines
- Similar Uses

REQUIRED DOCUMENTATION OF PROPOSED EASEMENT TO BE SUBMITTED WITH APPLICATION:

1. A centerline and width legal description of the easement area requested on State-owned land. To meet document recording requirements, description must be provided:
 - on 8.5 x 11 inch paper,
 - using a minimum font size of 10 point, and
 - minimum 0.5 inch margins.
2. An engineered drawing depicting the proposed easement area in relation to the State-owned land. The drawing should reference original survey corners and identify the locations of existing pipelines and utilities, with separation distances shown within the proposed right-of-way. Existing county and forest roads must also be illustrated.

Please Note: Submit a drawing no larger than 11 x 17-inch format. Including an electronic cad or .pdf file (if available) will aid in distribution during the review and approval process.
3. ***Application Fee:*** Linear easements of ¼ mile or less require an application and review fee of **\$300**. For easements longer than ¼ mile, add **\$150** for each additional mile, or portion thereof.

ADDITIONAL REQUIREMENTS OF PROPOSED EASEMENT AFTER REVIEW BY DNR:

1. Depending upon the lands to be affected, the Department may require an environmental assessment, biological study, or archaeological study. If an assessment or study is requested, the applicant will complete and submit it prior to the Department making a final decision on the easement application.
2. Some Department-managed lands were acquired with assistance from the Federal Government. Permission from Federal Agencies may be required prior to the Department granting final approval of your request.
3. No easement shall be granted for land in excess of the amount necessary for the approved use. Easements shall only be granted for a price at or above the current fair market value for such easement rights as determined by the Department. Easement rights shall be relinquished when the need ceases.
4. New easements will make joint use of existing utility corridors whenever possible (pipelines, underground cables, etc.).
5. All utility lines in high-use recreation areas and on other State land having high aesthetic, scenic, natural or historic values shall be buried. All telecommunications lines and all electric power lines up to 34.5 K.V. will be buried whenever feasible.
6. Proposed rights-of-way to extend utility service to private landowners shall be located wholly or partially on private property whenever possible. State-land shall only be considered when the use of private property is unavailable.
7. Restoration and maintenance of easement areas and rights-of-way must be performed so the natural environment is protected and unauthorized right-of-way use is not permitted. Any easement granted by the Department will specify the construction, restoration, and maintenance conditions. No alternative means of construction, restoration or maintenance shall be used without specific written approval of the Department.
8. **If the Michigan Department of Natural Resources approves this application, an invoice will be sent for the easement rights, damages, and vegetation consideration fee. The easement will be issued after receipt of payment in full.**
9. It is the applicant's obligation to contact third parties holding easements within the approved easement area and coordinate construction and maintenance with those parties.