

Right-of-Way Pre-Application Checklist

Items to be discussed in Pre-Application conference with applicant:

A. Scope of the proposed project

1. Project type - description, plans, MLA or FLPMA, site vs. linear, etc.
2. Use - is a ROW the most appropriate authorization?
3. Size - how much public land will be required?
4. Any other Federal agency lands involved? Lead state or lead agency (FERC).
5. Project location or routing- other potential routes/locations (on or off BLM land), and other BLM offices that may be involved?
6. Duration of use
7. Does the project qualify as casual use?
8. Any off-site or ancillary facilities?

B. Compliance with Land Use Planning

1. RMP or MFP- Does proposed project conform to land use plan?
2. Special Management Area/Area of Critical Environmental Concern - does proposed project conflict with any special designation areas?
3. Activity plans that may affect application
4. Other authorized uses or mining claims that may conflict with proposal
5. Corridor considerations?

C. Potential for Controversy/ Public Meetings

D. Level of Environmental Analysis

1. CX, DNA, EA, EIS
2. Special studies required (T&E species, cultural inventories, etc.)
3. Availability of existing staff
4. Opportunities for applicant-funded studies to expedite processing, BLM requirements and standards for such studies

E. Timeframes

1. Applicant - requirements of a completed application, when work needs to start (if approved)
2. BLM - existing staff, other applications already being processed, opportunities for applicant to fund BLM's processing of application

F. Financial Considerations

1. Processing fees
2. Monitoring fees
3. Rent
4. Potential for a bonding requirement in grant
5. Applicant's financial situation -what is the cost of constructing and maintaining the proposed use?
Does the applicant have the capability?

G. Application

1. Requirements of a completed application (maps, description of project, business papers, etc.)
2. Line-by-line discussion with potential applicant of necessary information in application
3. Distribute "How to Obtain a ROW" brochure

H. Requirements of a Grant

1. Types of stipulations normally required by BLM
2. BLM's discretion of choosing a route or site other than the one applied for
3. Possibility of denying application

I. Points of contact

1. Applicant contact (agent?)
2. If agent, extent of authority to represent applicant
3. BLM contact for application submission or other questions
4. Other agencies that may need to be involved (BLM is not a clearinghouse for these other agencies)