



## Policies and Procedures

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Policy Number:

Approved:

Revised:

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### Shallow and Overhead utilities – Policy

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#### Policy Statement

The MD of Foothills is required to provide a high level of service to its residents and a partnership with its Utility Associates. This responsibility must be carried out to ensure the safety of the public is achieved and that effective maintenance and management practices are strictly adhered at all times.

#### Responsibilities

Management of this policy is the responsibility of the MD of Foothills Public Works and Engineering Department.



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#### **PROCEDURE**

In General, an unimproved or undeveloped M.D. roadway may be considered for future upgrading. It is in the interests of the M.D. to have the utilities properly mapped to facilitate any future improvements and to provide accurate locations for potential unscheduled digs that occur due to repairs/replacement programs.

#### **BURIED LINE SETBACK**

In general, private utility works will need to be located within either a separate utility R.O.W. or the municipal road right of way as per M.D. Foothills Engineering Servicing Standards. .

##### **a) Electric**

- i) Electrical overhead line poles shall be no more than 0.6m within a road allowance right-of-way
- ii) Electrical line buried parallel to local subdivision road shall be a minimum of 1.2m within the utility right-of-way from the road **or** 1.0m to 1.2m metres inside a road right-of-way unless otherwise approved.
- iii) All electrical installation must conform to the Alberta Electrical Utility Code (AEUC) and must conform to the appropriate legislation with respect to separation distance between utility infrastructures.

##### **b) Gas**

- i) Gas line buried parallel to local subdivision roads shall be a minimum of 2.0m within the designed utility right-of-way from the road **or** 1.5 metres inside a road right-of-way unless otherwise approved.
- ii) All Gas installation must conform to the Alberta Gas Utility Code and must conform to the appropriate legislation with respect to separation distance between utility infrastructures.

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## **BURIED LINE SETBACK**

### **c) Phone/Cable**

- i) Phone/Cable line buried parallel to local subdivision roads shall be a minimum of 3.0m within the designed utility right-of-way from the road **or** 2.5 metres on the same side as all other utilities inside a road allowance right-of-way **or** 0.6m on the opposite side as all other utilities inside a road allowance right-of-way unless otherwise approved. [\(to clarify may need an schedule "A" typical cross section that depicts the parts you are identifying.](#)
- ii) Separation between other utility infrastructure must conform to the appropriate provincial legislation and will take precedent over all municipal standards, policies and guidelines.

## **ROAD CROSSINGS**

### **a) The following procedures apply for all municipal road crossings within the M.D.**

- i) Lines crossing municipal roads are required to be installed at a minimum of 1.2 metres below grade.
- ii) No horizontal or vertical bends are permitted in the electric line road crossing and extension unless otherwise authorized.
- iii) All lines crossing municipal roadways must be installed by using the push-pipe or boring method unless otherwise authorized.
- iv) Conduit must be used under all local road crossings. All conduits must meet CSA Standards.
- v) All road crossings shall be installed as near as perpendicular to the road allowance as possible with the option of installing identification signs on each side of the crossing.

## **OVERHEAD LINES**

- a) All overhead lines running parallel to all municipal roads shall be applied for to the MD of Foothills Public Works and Engineering department for approval prior to installation.
- b) All overhead lines requiring a crossing of a municipal road shall be buried and shall be installed as near as perpendicular to the road allowance as possible. Only under approval of the MD of Foothills Public Works and Engineering department will the municipality allow an overhead line to be installed crossing a municipal road. This line shall be installed at a perpendicular position to the road and shall maintain a maximum height as per the regulations of the Alberta Electrical Utility Code.
- c) No new overhead lines shall be constructed on any commercial or residential subdivisions without the approval of the MD of Foothills Public Works and Engineering department.

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## CONDITIONAL REQUIREMENTS

- a) Application requests will be in effect for 1 year only. Any applications after that time will be deemed expired and therefore, applicant must re-apply for approval.
- b) At such time that the municipality may require the line to be moved or relocated due to road improvements or related works, the Utility owner will be responsible to move the line upon request at no cost to the municipality. This applies only to utilities presently located within the road R.O.W.
- c) In specific cases such as subdivisions (residential or commercial), electrical plans submitted to the municipality for approval will have to be reviewed on an individual basis. Notation will be made on the installation plans outlining the special road crossing requirements as they pertain to each particular crossing site. Drawings may not be hand drawn and preferably follow CSA S250 Mapping of Underground Utility Infrastructure.
- d) All open cut requests must first be approved by the MD of Foothills prior to commencement of work. An application form will be supplied by the MD. Applications shall be accompanied by plans to the MD of Foothills for approval and will be reviewed on an individual basis. Minimum depth of a buried shall be 1.2 metres below grade of ditch.
- e) The backfilling of authorized open cuts outside of road surface area, shall be well compacted with 700mm of 20 mm crushed gravel spread over top of the affected area. Side slope ditches shall have a minimum top soil depth of 100mm and shall be seeded to the satisfaction of municipal representative. Grass seed shall consist of seeds and grasses native to the area.
- f) The municipal road and road allowance must be restored to at least its original condition and maintained in this condition by the Utility Agency for a period of one year after the installation of the road crossing. The final approval on the site restoration will be subject to MD of Foothills Public Works and Engineering representative's acceptance.
- g) The MD of Foothills shall be notified at the time of the road crossings occurring and if a road closure is going to be in effect.
- h) Subject to the laws in force in the Province of Alberta, the Utility shall indemnify and hold harmless the Municipal District of Foothills, its employees and agents from and against any and all liabilities, claims, demands, damages, action and cost whatsoever that the Municipal District may suffer or sustain as a result of the Utilities wilful misconduct or negligent performance in the course of completing identified work or in the Utilities use of the Municipal District road allowance.
- i) Neither the Utility nor the Municipal District shall be liable to each other for indirect consequential or punitive damages or damages for pure economic loss.

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## **SAFETY REQUIREMENTS**

- a) Where ditching or other operations might interrupt traffic, barricades and warning signs shall be erected at the crossing and at the entrance to the portion of the road affected.
- b) Open ditches that are along a portion of a road shall not be left unattended unless a detour has been provided.
- c) Where traffic is to be detoured around ditching or other operations, signs shall be erected to direct traffic throughout the detour as per Alberta Transportation Standards - signage.
- d) During the hours of darkness or when visibility is less than 100 metres, all warning and detour signs and excavations shall be properly illuminated. (i.e. yellow flashing hazard lights).

## **EXISTING AGREEMENTS**

All existing agreements that have been signed and dated by the electrical contractors within the MD of Foothills shall continue to remain in effect until such time as they are deemed in-eligible or are terminated by either party as stated within the existing agreements.