

Utility Line Assignment (ULA) Permits

Drawing Standards for ULA Permit Submissions

Drawings submitted for circulation for ULA Permits must be of clear and concise, in metric units, and at a size relevant to overall project. Multiple pages may be required for legibility. Applications are received on-line and proposal drawings/documents are uploaded in pdf format. *Permits are valid for one year only, therefore only submit portions expected to be built within that year.

Title Block to include:

- Utility name and/or logo
- Application # used for ULA Permit application
- Location of project
- Scale

Base Plan Drawing must reflect current GEO-Edmonton Mapping Records and include:

- Legal base plan made up of property lines, adjacent lot IDs, existing curbs, accesses, sidewalks/walkways, and street/ave labels, or direction arrow to closest intersecting. Base mapping elements can be faded, but ensure property lines are easily found.
- TUC and City boundaries, if in view.
- North arrow
- **All existing utility information including services and abandoned lines per GEO-Edmonton records.** (Water and Sewer Services in GEO-Edmonton folder "WSA")
- **City trees per GEO-Edmonton records**
- **Note: existing aerial lines are not required and asked to be left off (*although newly proposed aerial alignments are to be shown!*)**
- Any referenced linework ie. proposed curbs or any other proposed roadways linework be 'sent to the back' so plotting does not cover and interfere with existing utility or base info, nor any of the proposed installation.
- Remove unnecessary information if clutters display in the project area. eg. proposal shapes
- *Drawings submitted in color are to include a Legend and display:*
 - **Drainage in green**
 - **Water in blue**
 - **Power in red**
 - **Gas in version of yellow or magenta**
 - **Communications in orange**, but unique stakeholder identification acceptable in colours different from any above, but must be very different from reserved colors
 - **(Proposed items seeking ULA Permit will be in heavy black)**
- *Drawings submitted in monochrome (black & white) are to:*
 - Label all utilities directly
 - **(Proposed items seeking ULA Permit will be in either a heavier black or color)**

Construction Proposal to contain:

- **Proposed items seeking ULA Permit boldly identified**
For monochrome drawings, proposed can be in any colour (as stated above)
For drawings submitted in colour, proposed should be in heavy black (as stated above)
- Distance of proposed above-ground equipment to accesses and sidewalks or face of curbs (from edge of cabinet/pedestal, or center of hydrants or poles) - if irrelevant, then offsets to p/ls
- Clearances to any **hydrant** within **7m** of proposed work
- Clearances to any **City tree** within **5m** of proposed work
- Clearances to existing utilities in area of project
- Details if appropriate, they may also be asked for (if you have them, just include them)
- **A key plan** for projects in difficult to locate areas or those covering a large area
- If using coordinates, please provide in 3TM
- It is not a requirement, but providing a cad file of the proposed linework is welcome and can be very useful with longer alignments
- Should revision to submitted design be required, area of revision to be clearly identified with a **revision cloud**.

Construction Notes Explaining Proposed Work to include:

- Type of installation and location (eg. Install 1-100mm conduit 2.3m n/s p/l).
- 'PUSH' for road and/or driveway crossings where applicable.
- Utility locate contact: Utility Safety Partners @ 1-800-242-3447 <https://utilitysafety.ca/>

Legend to identify:

- Displayed linetypes and utility represented
- Symbols relevant to design

* Important!

As a ULA Permit will expire in one year, submissions for review are to be for only what is planned for that year, otherwise the permit will expire and the design has to be re-circulated for a new permit, which means a minimum of 17 people will have to review again.
If a full project is in a package, cross out what doesn't apply for that year's circulation.