

CITY OF LETHBRIDGE SHALLOW UTILITY COMMON TRENCH SERVICE GUIDELINES

STANDARDS AND RESPONSIBILITIES

Each lot in a development whose shallow utilities were installed in a 4-party trench will have a common storage box installed 1.0m past the edge of the URW (see Figure 1) just under the existing grade. The service trench begins at this storage box. The term “shallow utilities” refers to the facilities installed by ATCO Gas, the City of Lethbridge Electric Department, Shaw and Telus.

1. Service Trench Standards

The shallow utility service excavation will:

- have a depth between 1.0m (3'-3") and 1.2m (4'-0") below grade;
- have a width between 0.45m (1'-6") and 0.60m (2'-0");
- be dug from the service stub box to the foundation excavation and then sloped down to the foundation footing level;
- be smooth, level and clear of debris and snow;
- include removal of the service stub box;
- conform to OH&S Standards.

A separation of 0.3m (1'-0") must be maintained between the gas line and the electric, Shaw and Telus cables/conduits from the service stub box to the base of the foundation. The backfill material must be free of rocks and gravel and there must be enough to fill the service trench to existing grade. ATCO Gas and the City of Lethbridge Electric Utility reserve the right to refuse installation if the service trench does not meet all standards listed above. The homebuilder will be responsible for reparation of shallow utilities that are damaged while the service trench is open. Suitable protection (plywood, snow fence, etc) may be placed over or around the excavation with the guidance of the City of Lethbridge Electric Department.

2. Service Trench/Installation Responsibilities and Process

The chronological process for shallow utility service installation is as follows:

- 1) The homebuilder or representative will:
 - apply for all shallow utility service installations;
 - install the electric service mast and arrange City inspection;
 - excavate the service trench as per section 1 (above);
 - notify ATCO Gas (403-380-5441) and the City of Lethbridge Electric Department (403-320-3940) that the trench is ready.
- 2) ATCO Gas will install and purge the natural gas service.
- 3) The City of Lethbridge will:
 - install electric, Telus and Shaw conduits;
 - backfill the service trench to grade.

3. Service Connection Responsibilities

- The homeowner, homebuilder or representative will obtain all necessary permits and apply for natural gas and electric retail accounts with energy providers.
- ATCO Gas installs the gas meter.
- City of Lethbridge Electric Department installs the electric cable and meter and energizes the electric service.
- Telus installs their cable and activates the service connection.
- Shaw installs their cable and activates the service connection.

Figures 1-4 provide illustration and details on the configuration, space requirements and general line assignments utilized in the City of Lethbridge Common Trench System.

FIGURE 1

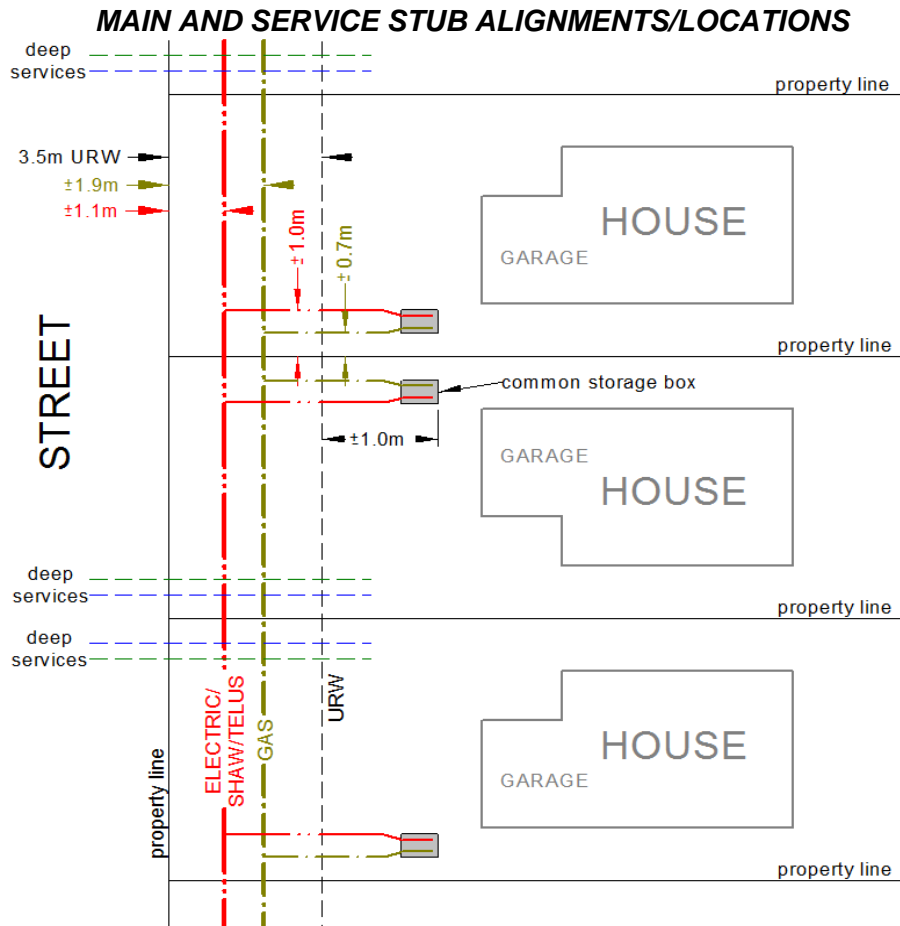


FIGURE 2

MAIN AND SERVICE TRENCHES AND METER LOCATIONS

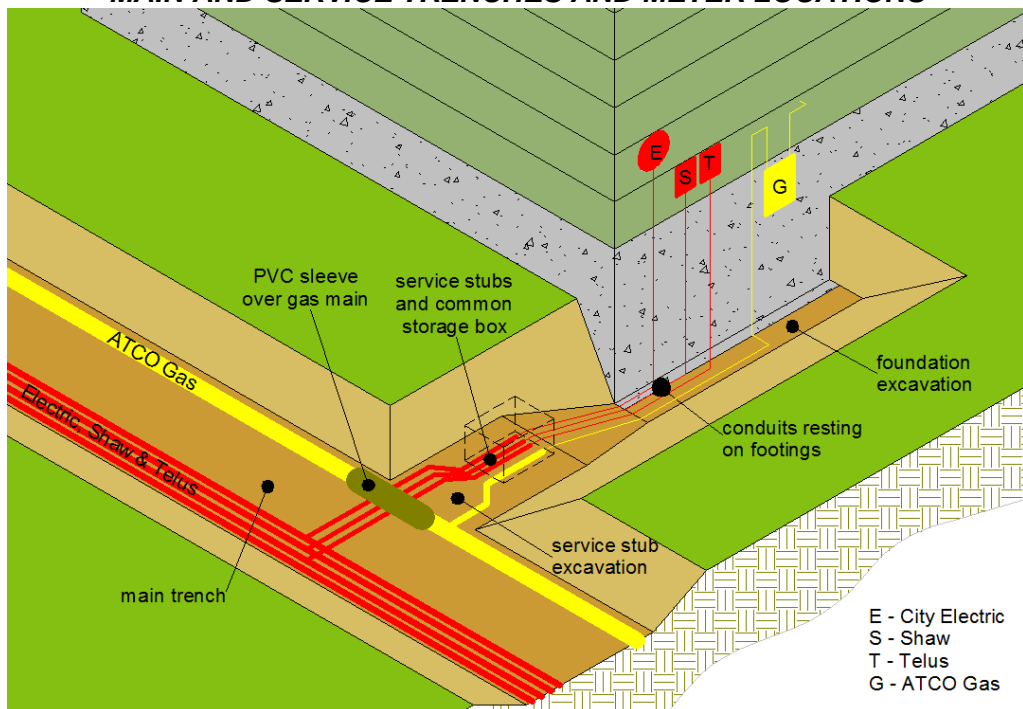


FIGURE 3
METER CONFIGURATION DETAILS

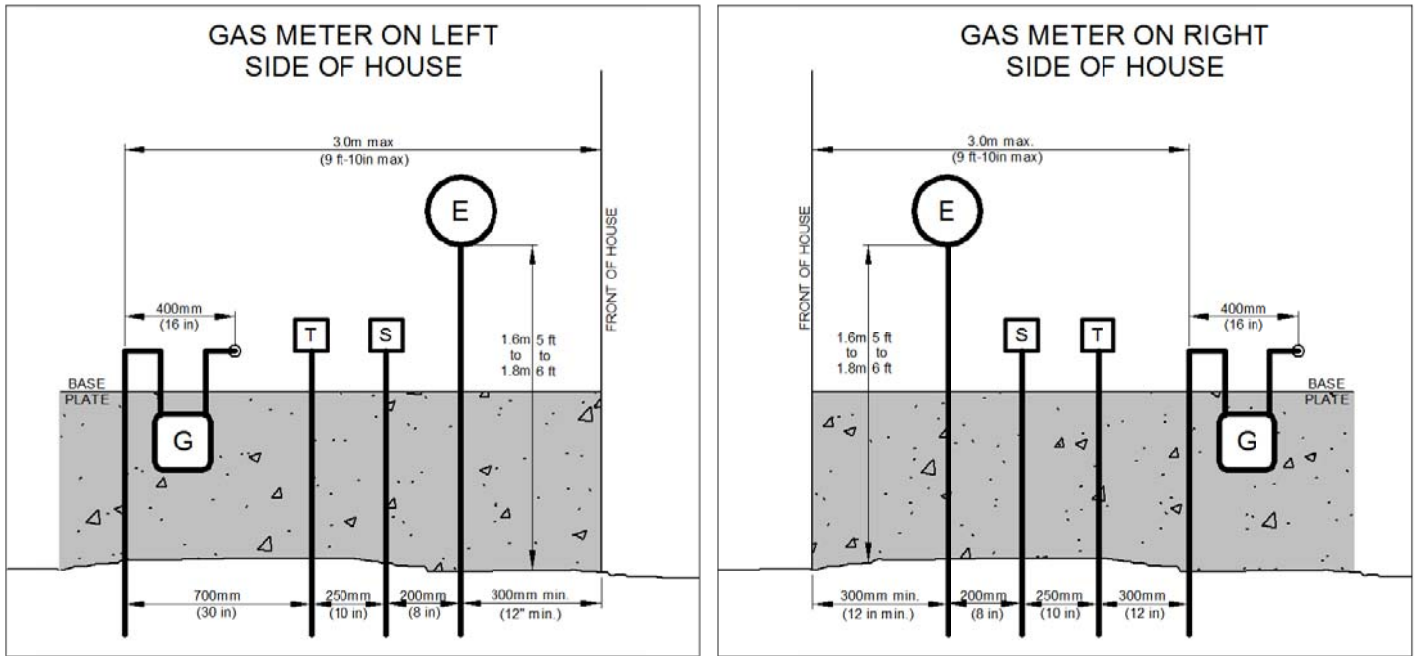


FIGURE 4
MINIMUM CLEARANCES TO GAS REGULATOR VENT

